

COUNCIL MEETING AGENDA
September 18, 2018
Following Public Hearing
(PLEASE NOTE THE CHANGE IN TIME)
Council Chamber

MEETING DECORUM

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

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

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the final 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***

- Regular Council Meeting of July 24, 2018
- Special Council Meeting of August 7, 2018
- Council Workshop Meeting of September 4, 2018

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

501 **Albion Community Centre Presentation**

- Michael Millward, Facilities Operations Manager
- Justin Dyck, Architect AIBC, CHP Architects

600 ***DELEGATIONS***

601 **Establishment of a Wellness Centre for Patients with Medical Cannabis Licences and for Recreational Cannabis Use**

- Charles Dunn

650 ***QUESTIONS FROM THE PUBLIC***

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

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Development Agreements Committee Meetings of June 19 and June 24, 2018, July 27 and July 31, 2018, August 10, 14, 17, 21, and 28, 2018 and September 4, 2018

701.2 Committees and Commissions of Council

- Advisory Design Panel – May 16, 2018

702 ***Reports***

702.1 **Disbursements for the month ended July 31, 2018**

Staff report dated September 18, 2018 recommending that the disbursements for the month ended July 31, 2018 be received for information.

702.2 **Disbursements for the month ended August 31, 2018**

Staff report dated September 18, 2018 recommending that the disbursements for the month ended August 31, 2018 be received for information.

703 ***Correspondence***

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

From the June 12, 2018 Closed Council Meeting

- Item 04.05 BC Hydro and TELUS Statutory Right of Way – 26285 Dewdney Trunk Road (263 Street Pump Station)

800 ***UNFINISHED BUSINESS***

900 ***CORRESPONDENCE***

1000 ***BYLAWS***

Bylaws for Adoption

- 1001 **Maple Ridge Development Cost Charges Imposition Bylaw No. 7320-2017**
To impose Development Cost Charges
Adoption

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

- 1101 **2018-093-RZ, 11780 Burnett Street, RS-1 to R-1**

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7450-2018 to rezone from RS-1 (One Family Urban Residential) to RT-1 (Two Family Urban Residential) to permit the development of a duplex be rescinded and that Maple Ridge Zone Amending Bylaw No. 7485-2018 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to allow subdivision into two single family lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with a Subdivision application.

- 1102 **2018-132-RZ, 12121 232 Street, RS-3 to R-1**

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7491-2018 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit future subdivision into approximately three single family lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

- 1103 **2018-301-RZ, 12294 Laity Street, RS-1 to R-1**

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7486-2018 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a 2 lot subdivision of 2 single family residential lots be given first reading and that the applicant provide further information as described on Schedules B and E of the Development Procedures Bylaw No. 5879-1999, along with a Subdivision application.

1104 2017-319-RZ, 13589 232 Street, RS-3 to R-1

Staff report dated September 18, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7391-2017 to designate land use from Eco Clusters to Conservation and Low/Medium Density Residential be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7387-2017 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit future subdivision of approximately 5 lots be given second reading as amended and be forwarded to Public Hearing.

1105 2017-434-RZ, 24364 112 Avenue, RS-3 to RS-1b

Staff report dated September 18, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7488-2018 to amend the conservation area boundary be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7399-2017 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit a subdivision of approximately 15 (371 m²) lots be given second reading and be forwarded to Public Hearing.

1106 2016-176-RZ, 23710 133 Avenue, RS-3 to RM-1

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7259-2016 to rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit future development of 16 townhouse units be given second reading and be forwarded to Public Hearing.

1107 2017-271-RZ, 11970 Glenhurst Street, RS-3 to RT-1

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7361-2017 to rezone from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential) to permit construction of a duplex be given second reading and be forwarded to Public Hearing.

1108 2017-320-RZ, 12327 203 Street, RS-1 to R-1

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7380-2017 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a future subdivision of approximately 2 lots be given second reading and be forwarded to Public Hearing.

1109 2015-297-RZ, 23070 Lougheed Highway, Housing Agreement

Staff report dated September 18, 2018 recommending that 23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017 be given second and third reading as amended.

1110 2018-218-RZ, Zoning Bylaw Amendments for Auto Wrecking Services

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7455-2018 to prohibit auto wrecking services in the M-2 (General Industrial) zone be given first and second reading and be forwarded to Public Hearing.

1111 2018-320-RZ, Zoning Bylaw Amendments for Cannabis Retail Sales

Staff report dated September 18, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7487-2018 to direct retail sales of non-medical cannabis be given first and second reading and be forwarded to Public Hearing.

1112 2018 Storm and Sanitary Sewer Closed Circuit Television (CCTV) Program

Staff report dated September 18, 2018 recommending that Contract ITT-OP18-63, 2018 Storm and Sanitary Sewer CCTV Program be awarded to 1051735 BC Ltd./DBA C3 Mainline Inspection Services Inc. and that the Corporate Officer be authorized to execute the contract.

1113 Solid Waste Request for Proposal

Staff report dated September 18, 2018 providing information on a Request for Proposal (RFP) issued to establish an annual cost per household for solid waste curbside collection.

Financial and Corporate Services (including Fire and Police)

1131 Solid Waste Curbside Collection Plebiscite

Staff report dated September 18, 2018 recommending wording for the non-binding plebiscite question on Solid Waste Curbside Collection and that supplemental information be included with the plebiscite ballot.

Parks, Recreation & Culture

1151

Administration

1171 Train Whistle Cessation in Maple Ridge

Staff report dated September 18, 2018 recommending that the use of railway whistles be prohibited at public railway crossings in Maple Ridge located at Maple Meadows Way (Milepost 106.2), 113B Avenue (Milepost 105.61), Lorne Avenue (Milepost 105.32), 224 Street/Port Haney Wharf (Milepost 203.8), River Road/Tamarack Lane (Milepost 101.47), 240 Street (Milepost 99.76) and 287 Street (Milepost 93.8) unless an emergency exists or rules of the Railway Safety Act require whistle use or a railway safety inspector orders whistle use.

1172 Pitt Meadows Airport Society – Permanent Board of Directors

Staff report dated September 18, 2018 recommending that applications be sought for four members for the Pitt Meadows Airport Society Board of Directors.

Other Committee Issues

1191

1200 STAFF REPORTS

1300 OTHER MATTERS DEEMED EXPEDIENT

1301 Upcoming Events

September 22, 2018 4:00 p.m. to 11:00 p.m.	Art Yeah! Festival, Memorial Peace Park, Maple Ridge, BC Organizer: Variété D'Arts Society
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September 22, 2018 11:00 a.m. to 5:00 p.m.	Fraser Valley Food Truck Festival, Haney Plaza, 22255 Dewdney Trunk Road, Maple Ridge, BC Organizer: Memory Laine Events
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September 23, 2018 11:00 a.m. to 3:00 p.m.	25 th Annual Rivers Day, Allco Fish Hatchery, 24959 Alouette Road, Maple Ridge, BC Organizer: Alouette River Management Society
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September 25, 2018	Cops for Cancer – Tour De Coast, Dewdney Trunk Road, Haney Bypass, Maple Ridge, BC Organizer: Cops for Cancer/Canadian Cancer Society
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September 27, 2018	Ridge Meadows Hospital 60 th Anniversary, Ridge Meadows Hospital Conference Room Organizer: Fraser Health
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| September 28, 2018 to
September 31, 2018 | Cultural Days, various events and locations
Organizer: Maple Ridge Parks, Recreation & Culture and
Community Partners |
| September 29, 2018
10 a.m. to 2:00 p.m. | Downtown Maple Ridge Business Improvement Association
Market, Memorial Peace Park, Maple Ridge, BC
Organizer: Maple Ridge Business Improvement Association |
| September 29, 2018 | Harvest Moon Dinner/Auction for Youth Restorative Justice,
Meadows Gardens Golf Club, 19675 Meadow Gardens Way,
Pitt Meadows, BC
Organizer: Community Services |

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

1500 ***ADJOURNMENT***

QUESTIONS FROM THE PUBLIC

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

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

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

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

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

For more information on these opportunities contact:

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

Checked by: _____
Date: _____

400 Adoption and Receipt of Minutes

City of Maple Ridge

COUNCIL MEETING MINUTES

July 24, 2018

The Minutes of the City Council Meeting held on July 24, 2018 at 7:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

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

Other staff as required

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

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

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

Item 1117 to be dealt with following Item 601
Item 1151 to be dealt with following Item 602

300 ***APPROVAL OF THE AGENDA***

R/2018-425

It was moved and seconded

That the agenda for the July 24, 2018 Council Meeting be amended to deal with Item 1117 following Item 601 and to deal with Item 1151 following Item 602; and

That the July 24, 2018 Council Meeting agenda be approved as amended.

CARRIED

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

401 Minutes of the Special Council Meetings of June 26, 2018 and July 10, 2018 and the Regular Council Meetings of June 26, 2018 and July 10, 2018

R/2018-426

It was moved and seconded

That the minutes of the Special Council Meetings of June 26, 2018 and July 10, 2018 and the Regular Council Meetings of June 26, 2018 and July 10, 2018 be adopted as circulated.

CARRIED

402 Minutes of the Public Hearing of July 17, 2018

R/2018-427

It was moved and seconded

That the minutes of the Public Hearing of July 17, 2018 be adopted as circulated.

CARRIED

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

600 ***DELEGATIONS***

601 **TransLink – Proposed Lougheed Highway B-Line Update**

- **Matt Craig, Manager, System Plans**
- **Sarah Ross, Director, System Planning**

Ms. Ross gave a PowerPoint presentation providing the following information:

- Recap from the March Meeting on the Lougheed Highway B-Line
- Report on consultation results for the Area Transport Plan and Lougheed Highway B-Line
- Highlights of the Phase 2 of the 10-Year vision for transit investments in Maple Ridge/Pitt Meadows
- Development of the Maple Ridge-Pitt Meadows Area Transport Plan
- City and Public Consultation relating to Phase 1
- Feedback resulting from the consultation process
- Implementation process and proposed elements of the Lougheed Highway B-Line
- Aspects of technical work done to ascertain where bus delays happen
- Examples of transit priority measures under consideration
- B-Line stop features and status
- Regional funding available for B-Lines from TransLink
- Timeline to 2019 B-Line Launch
- Next steps for the Area Transport Plan

Note: Councillor Shymkiw joined the meeting at 7:17 p.m.

Note: Item 1117 was dealt with following Item 601

602 **Home Show Society**

- **Graham Vanstone, Project Coordinator**

Mr. Vanstone provided a background and history on the Ridge Meadows Home Show. He spoke on how the Home Show came into being and gradually grew into the large event it is currently. He outlined the economic benefits of the Home Show for local businesses and for the community itself and advised on the challenges of staging a show of this size.

Mr. Vanstone expressed concerns with the lack of an Albion Plan and the impact on the Home Show. He spoke on improvements currently made by the Home Show to the grounds. Mr. Vanstone expressed concern about a conversation pertaining to the withdrawal of City funding due to the perception that the Home Show is anti-homeless. He stated that the Home Show does not receive funding from the City of Maple Ridge and elaborated

on his concerns and provided facts on how vendors are chosen for the Home Show. He listed the contributions the Home Show has made to the grounds the show is currently on. He addressed concerns pertaining to a petition circulated at the Home Show.

Note: Item 1151 was dealt with following Item 602

603 Special Olympics Celebrates 50 years with Global Day of Inclusion

- David Stevenson, Special Olympics Athlete
- Diane Stevenson

Ms. Stevenson introduced David Stevenson.

Mr. Stevenson spoke on the Special Olympics and the celebration the Global Day of Inclusion. He advised that 2018 marks the 50th Anniversary of the Global Special Olympics movement and provided information on the Special Olympics and its contribution in providing continuing sport opportunities for people with intellectual disabilities. Mr. Stevenson spoke on his involvement with the Special Olympics and the impact of the Olympics on his life.

650 *QUESTIONS FROM THE PUBLIC*

Cal Kaytor

Mr. Kaytor asked whether an RS-1 zones residence can be used for tenants, group home and/or a shelter.

The Director of Planning advised on the RS-1 zoning and the use of residences for family members, group home or a shelter. She advised that the residence cannot be used as a shelter.

Mr. Kaytor quoted from the Bylaw and Licencing complaint form and expressed concern with a property on Patterson Avenue. He asked if the rule on three complaints only for a property could be waived to allow as many complaints to the Bylaws Department as necessary.

The Manager of Bylaw and Licencing Services advised on the three complaints question. She advised that residents can call the Bylaw Department and the Fire Department as needed.

Austin Kylan

Mr. Kylan asked whether the City of Maple Ridge will allow legal recreational cannabis shops.

Mayor Read spoke on the Provincial program around legalization and indicated that decisions on zoning are yet to be made.

Mr. Kyran asked whether direction from staff will be provided prior to the actual date of legalization in order to find out where zoning will be.

The Director of Planning indicated that a staff report will be provided in September.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Development Agreements Committee Meetings of July 10, July 17 and July 18, 2018

701.2 Committees and Commissions of Council

- Environmental Advisory Committee – May 9, 2018
- Public Art Steering Committee – April 19, 2018

702 **Reports**

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

Staff report dated July 24, 2018 recommending that the disbursements for the month ended June 30, 2018 and July 17, 2018 be received for information.

702.2 **2018 Council Expenses**

Staff report dated July 24, 2018 providing an update for Council expenses recorded to date.

703 **Correspondence** – Nil

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

R/2018-428

It was moved and seconded

That Items 701.1, 701.2, 702.1 and 702.2 on the “Items on Consent” agenda be received into the record.

CARRIED

800 ***UNFINISHED BUSINESS***

801 **Motion by Councillor Robson**

“That the Agricultural Land Commission be asked to explore the use of a land trust model to acquire farmland that would be made available to qualified parties for farm purposes, noting that the Davison Farm in Maple Ridge is currently available for purchase and could be used as a pilot project for such a trust.”

Councillor Robson spoke on his motion.

R/2018-429

It was moved and seconded

That the Agricultural Land Commission be asked to explore the use of a land trust model to acquire farmland that would be made available to qualified parties for farm purposes, noting that the Davison Farm in Maple Ridge is currently available for purchase and could be used as a pilot project for such a trust.

CARRIED

802 **Motion by Councillor Masse**

“That the Ridge Meadows Recycling Society’s position paper on single use plastics be supported; and further

That staff be directed to investigate methods to effectively reduce single use plastics in the City of Maple Ridge.”

Councillor Masse spoke on his motion.

R/2018-430

It was moved and seconded

That the Ridge Meadows Recycling Society’s position paper on single use plastics be supported; and further

That staff be directed to investigate methods to effectively reduce single use plastics in the City of Maple Ridge.

CARRIED

900 ***CORRESPONDENCE***

901 **School District No. 42 – Eligible School Sites Proposal**

Letter dated June 22, 2018 from Flavia Coughlan, Secretary Treasurer, School District No. 42 requesting that the City of Maple Ridge respond to the Board of Education's resolution of proposed eligible school site requirements.

R/2018-431

It was moved and seconded

That the resolution by School District No. 42 Board of Education on proposed eligible school site requirements for the School District of Maple Ridge be accepted.

CARRIED

902 **Update on the Provincial Decision Allowing Local Government to Prohibit Cannabis Operations in the Agricultural Land Reserve**

Information bulletin from the Ministry of Agriculture advising on cannabis production regulations for the Agricultural Land Reserve.

R/2018-432

It was moved and seconded

That the information bulletin from the Ministry of Agriculture advising on cannabis production regulations in the Agricultural Land Reserve be received into the record.

CARRIED

1000 ***BYLAWS***

Note: 1001 to 1004 are from the July 17, 2018 Public Hearing

Bylaws for Third Reading

1001 **2017-066-RZ, 21241 Wicklund Avenue**

1001.1 **Maple Ridge Zone Amending Bylaw No. 7328-2017**

To amend the RT-1 (Two Family Urban Residential) zone to reduce the minimum parcel size from 891 m² (9,591 ft²) to 750 m² (8,073 ft²), minimum width from 22 m (72 ft.) to 20 m (66 ft.), and minimum depth from 30 m (98 ft.) to 27 m (89 ft.)

Third reading

R/2018-433

It was moved and seconded

That Bylaw No. 7328-2017 be given third reading.

CARRIED

1001.2 **Maple Ridge Zone Amending Bylaw No. 7322-2017**

To rezone from RS-1 (One Family Urban Residential) to RT-1 (Two Family Urban Residential). The current application is to permit the development of a duplex

Third reading

R/2018-434

It was moved and seconded

That Bylaw No. 7322-2017 be given third reading.

CARRIED

1002 **2015-373-RZ, 23616 132 Avenue**

1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7469-2018**

Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, is hereby amended from Medium/High Density Residential and Conservation to Conservation/Low Density Urban and Medium/High Density Residential

Third reading

R/2018-435

It was moved and seconded

That Bylaw No. 7469-2018 be given third reading.

CARRIED

Note: The Manager of Development and Environmental Services advised that Item 1002 2015-373-RZ was withdrawn from the July 17, 2018 Public Hearing and should not have been carried forward to the Council Meeting.

R/2018-436

It was moved and seconded

That third reading of Bylaw No.7469-2018 be rescinded.

CARRIED

- 1003 **2018-122-RZ, 12419 Garibaldi Street**
 Maple Ridge Zone Amending Bylaw No. 7451-2018
 To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential). The current application is to permit a future subdivision of approximately 2 lots.
 Third reading

R/2018-437

It was moved and seconded

That Bylaw No. 7451-2018 be given third reading.

CARRIED

Mayor Read, Councillor Duncan, Councillor Speirs - OPPOSED

- 1004 **2018-200-RZ**

- 1004.1 **2018-200-RZ, 26378 126 Avenue**
 Maple Ridge Zone Amending Bylaw No. 7472-2018
 To permit a Detached Garden Suite with a maximum Gross Floor Area of 140 m² (1500 ft²) and a maximum building height of 7.5 metres from ground level
 Third reading

R/2018-438

It was moved and seconded

That Bylaw No. 7472-2018 be given third reading.

CARRIED

- 1004.2 **2018-200-RZ, 23525 Dogwood Avenue**
 Maple Ridge Zone Amending Bylaw No. 7473-2018
 To permit a Detached Garden Suite with a maximum Gross Floor Area of 140 m² (1500 ft²) located in the front yard
 Third reading

R/2018-439

It was moved and seconded

That Bylaw No. 7473-2018 be given third reading.

CARRIED

1004.3 2018-200-RZ, 10861 Morrisette Place

Maple Ridge Zone Amending Bylaw No. 7475-2018

To permit a Detached Garden Suite constructed above a garage with a maximum building height of 6.5 metres

Third reading

R/2018-440

It was moved and seconded

That the Bylaw No. 7475-2018 be given third reading.

CARRIED

Bylaws for Adoption

Note: Councillor Shymkiw left the meeting at 8:38 p.m. for discussion of Item 1005 as he has a conflict on this item as well as three related items later in the agenda.

1005 2016-004-RZ, 13245 236 Street

Maple Ridge Zone Amending Bylaw No. 7211-2016

Staff report dated June 24, 2018 recommending adoption

To rezone from RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit the future development of 31 townhouse units

Adopt

R/2018-441

It was moved and seconded

That Bylaw No. 7211-2016 be adopted.

CARRIED

Note: Councillor Shymkiw returned to the meeting at 8:39 p.m.

1006 Maple Ridge 2019-2023 Financial Plan Bylaw No. 7454-2018

To establish the five year financial plan for the years 2019 through 2023

Adopt

R/2018-442

It was moved and seconded

That Bylaw No. 7454-2018 be adopted.

CARRIED

1007 **Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7471-2018**

To amend Maple Ridge Business Licensing and Regulation Bylaw No. 6815-2011

Adopt

R/2018-443

It was moved and seconded

That Bylaw No. 7471-2018 be adopted.

CARRIED

1008 **Maple Ridge Ticket Information Utilization Amending Bylaw No. 7480-2018**

To amend schedules to coincide with recent amendments to other bylaws

Adopt

R/2018-444

It was moved and seconded

That Ticket Information Utilization Amending Bylaw No. 7480-2018 be adopted.

CARRIED

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-233-RZ, Amendments to Official Community Plan Amending Bylaw, Zone Amending Bylaw, Off Street Parking and Loading Amending Bylaw**

Staff report dated July 24, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7349-2017, Maple Ridge Zone Amending Bylaw No. 7312-2017 and Maple Ridge Off Street Parking and Loading Amending Bylaw No. 7350-2017 to create a new RT-2 (Ground-Oriented Residential Infill) zone to implement the triplex, fourplex and courtyard rezoning applications be given second reading and be forwarded to Public Hearing.

R/2018-445

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. 7349-2017 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;**

2. That Official Community Plan Amending Bylaw No. 7349-2017 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. 7349-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
4. That Official Community Plan Amending Bylaw No. 7349-2017 be given second reading and be forwarded to Public Hearing; and
5. That Zone Amending Bylaw No. 7312-2017 be second reading and be forwarded to Public Hearing; and
6. That Off Street Parking and Loading Amending Bylaw No. 7350-2017 be given second reading and forwarded to Public Hearing.

CARRIED

1102 2018-180-RZ, 22057 and 22083 Lougheed Highway, RS-1 to RM-2

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7481-2018 to rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to allow a five storey apartment building with approximately 86 units and underground parking 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/2018-446

It was moved and seconded

1. That Zone Amending Bylaw No. 7481-2018 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.

R/2018-447

It was moved and seconded

That first reading of Zone Amending Bylaw No. 7481-2018 be deferred until the receipt of a report outlining a land use study for both sides of the Lougheed Highway corridor.

MOTION TO DEFER CARRIED

Councillor Duncan, Councillor Speirs - OPPOSED

1103 2018-231-RZ, 28621 104 Avenue and 10455 287 Street, A-1 and A-2 to RS-3

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7483-2018 to rezone from A-1 (Small Holdings Agricultural) and A-2 (Upland Agricultural) to RS-3 (One Family Rural Residential) to permit a four lot rural residential subdivision be given first reading and that the applicant provide further information as described on Schedules A, B, F and J of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

R/2018-448

It was moved and seconded

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

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

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

That Zone Amending Bylaw No. 7483-2018 be given first reading; and

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

CARRIED

Mayor Read - OPPOSED

1104 2018-243-RZ, 21963 Dewdney Trunk Road and 12029 220 Street, RS-1 to RM-5

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7484-2018 to rezone from RS-1 (One Family Urban Residential) to RM-5 (Low Density Apartment Residential) to permit a 12 unit multi-family development be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

R/2018-449

It was moved and seconded

That Zone Amending Bylaw No. 7484-2018 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

CARRIED

1105 2012-023-RZ, 11240 238 Street, RS-3 to P-6

Staff report dated July 24, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7482-2018 to designate a portion of the site from Park to Institutional and to adjust boundaries to enlarge the conservation designation area be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7313-2017 to rezone from RS-3 (One Family Rural Residential) to P-6 (Civic Institutional) to permit future development of Fire Hall No. 4 with an associated fire/rescue training centre and community park be given second reading as amended and be forwarded to Public Hearing.

R/2018-450

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. 7482-2018 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. 7482-2018 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. 7482-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7482-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7313-2017 be given second reading, as amended, and be forwarded to Public Hearing; and
- 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 Schedules "B" and "C";
 - iii) Subdivision of the subject property into two lots and the dedication of the conservation area as Park;
 - iv) Construction of walkways and removal of all debris and garbage from the park being dedicated;
 - v) Issuance of a Natural Feature Development Permit, including associated security for restoration work in the Environmentally Sensitive Area;
 - vi) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - vii) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject property that is not dedicate as Park;
 - viii) Registration of a Restrictive Covenant for Stormwater Management; and
 - 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.

CARRIED

1106 2013-117-RZ, 12182 228 Street, RS-1 to R-3

Staff report dated July 24, 2018 recommending that second and third readings of Maple Ridge Zone Amending Bylaw No. 7055-2014 be rescinded and that Maple Ridge Zone Amending Bylaw No. 7055-2014 to rezone from RS-1 (One Family Urban Residential) to R-3 (Special Amenity Residential District) to permit a future subdivision of approximately 3 single family lots, a lane and a remnant portion be given second reading and be forwarded to Public Hearing.

R/2018-451

It was moved and seconded

- 1) That second and third readings of Zone Amending Bylaw No. 7055-2014 be rescinded;
- 2) That Zone Amending Bylaw No. 7055-2014 be given second reading, and be forwarded to Public Hearing;
- 3) That an additional fee will be required for the second Public Hearing in the amount of \$882.00, as described in the approved fee schedule;
- 4) That the following terms and conditions be met prior to final reading:
 - i) Registration of a temporary Statutory Right of Way on the proposed northern portion of lot 3, to provide temporary access to the rear lane, until such time as alternative access is provided via a lane system;
 - ii) Registration of a Restrictive Covenant for Stormwater Management;
 - iii) Removal of existing structures;
 - iv) Dedication of the 7.5m wide lane, to be projected on the Subdivision plan as per Subdivision and Servicing Amending Bylaw No. 7093-2014.
 - v) Registration of a temporary 'No Build' Restrictive Covenant on lot 3, both over the northern portion and over the eastern remnant portion;
 - 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; and
 - vii) That a voluntary contribution, in the amount of \$10,200.00 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

- 5) That the terms and conditions for Zone Amending Bylaw No. 7055-2014 be satisfied within 6 months of receiving third reading of the Bylaw. Failure to satisfy the conditions within this prescribed timeframe will result in the closure of file 2013-117-RZ. There will not be an option for extension.

CARRIED

1107 2017-031-RZ, 21333 River Road, RS-1 to RT-2

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7348-2017 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) to permit development of courtyard residential housing consisting of 4 dwelling units clustered around a common courtyard be given second reading and be forwarded to Public Hearing.

R/2018-452

It was moved and seconded

- 1) That Zone Amending Bylaw No. 7348-2017 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) Approval from the Ministry of Transportation and Infrastructure;
 - iii) Road dedication on River Road, 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 Stormwater Management;
 - vi) Registration of a Restrictive Covenant prohibiting secondary suites;
 - vii) Removal of existing building;
 - viii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
 - ix) That a voluntary contribution, in the amount of \$12,300.00 (\$4,100.00 per unit excluding the original) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

Note: Councillor Bell excused herself from discussion of Item 1108 at 8:52 p.m. as she is in conflict.

1108 2017-221-RZ, 22032 119 Avenue, RS-1 to RT-2

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7355-2017 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) to permit future construction of a triplex be given second reading and be forwarded to Public Hearing.

R/2018-453

It was moved and seconded

- 1) That Zone Amending Bylaw No. 7355-2017 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) Approval from the Ministry of Transportation and Infrastructure;
 - iii) Road dedication on the lane to the south of the subject property as required;
 - iv) Removal of existing building;
 - v) Registration of a Restrictive Covenant for Stormwater Management;
 - vi) Registration of a Restrictive Covenant prohibiting secondary suites;
 - vii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property(ies). If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site;
 - viii) That a voluntary contribution, in the amount of \$8,200 (\$4,100/unit, excluding the first one) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

Note: Councillor Bell returned at 8:53 p.m.

1109 2017-331-RZ, 12260 Laity Street, RS-1 to RS-1b

Staff report dated July 24, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7385-2017 to rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit approximately three lots be given second reading and be forwarded to Public Hearing.

R/2018-454

It was moved and seconded

- 1) That Zone Amending Bylaw No. 7385-2017 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) Registration of a Restrictive Covenant for Stormwater Management and Fraser River Escarpment restrictions;**
 - iii) Removal of existing building/s with a valid demolition permit;**
 - iv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site;**
 - v) Payment for street trees along Laity Street; and**
 - vi) That a voluntary contribution, in the amount of \$10,200.00 (\$5,100.00 per lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.**

CARRIED

Note: The Director of Corporate Administration explained a technical issue with the City's e-mail system and indicated that the system was not working properly therefore it was uncertain whether correspondence pertaining to public notification on Item 1110 and Item 1111 was received. There was discussion of the risk of statements from the public not being received.

Note: Councillor Speirs left the meeting at 8:54 p.m.

Note: Councillor Shymkiw excused himself from discussion of how Council wishes to handle Items 1110 and 1111 at 8:55 p.m. He indicated that he will return should Council decide to deal with the two items.

Mayor Read outlined options for Council.

Note: Councillor Speirs returned to the meeting at 8:57 p.m.

1110 2015-297-DVP, 23025, 23054, 23060 and 23075 Loughheed Highway

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2015-297-DVP to relax the setback along a cul-de-sac to permit construction of an approximately 125 unit townhouse complex.

1111 2015-297-DP, 23025, 23054, 23060 and 23054 Loughheed Highway

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2015-297-DP to permit 125 townhouse units in phase 1 of a multi-phased development.

R/2018-455

It was moved and seconded

That Item 1110 and Item 1111 be deferred to a Special Council Meeting to be scheduled for August 7, 2018 at 6:00 p.m.

CARRIED

Note: Councillor Shymkiw returned to the meeting at 9:02 p.m. He left the meeting at 9:03 p.m. due to conflict on Items 1112, 1113 and 1114.

1112 2016-105-DVP, 13245 236 Street

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-105-DVP to reduce minimum front, rear, interior and exterior yard setbacks for specified blocks, increase maximum building height for specified blocks, reduce the minimum required Useable Open Space minimum dimension for specified blocks and increase the maximum retaining wall height to permit a townhouse development consisting of 31 units.

1113 2016-105-DP, 13245 236 Avenue, Wildfire Development Permit

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-105-DP to fulfill requirements of the Wildfire Development Permit Area guidelines.

1114 2016-004-DP, 13245 236 Street

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-004-DP to permit a 31 unit townhouse development consisting of seven buildings, under the RM-1 (Townhouse Residential) zone.

R/2018-456

It was moved and seconded

That Item 1112, Item 1113 and Item 1114 be deferred to a Special Council Meeting to be scheduled for August 7, 2018 at 6:00 p.m.

CARRIED

Note: Councillor Shymkiw returned to the meeting at 9:04 p.m.

1115 Award of Contract ITT-EN-18-54 232 Street Water Main Replacement (Dewdney Trunk Road to 122 Avenue)

Staff report dated July 24, 2018 recommending that Contract ITT-EN18-54, 232 Street Water Main Replacement (Dewdney Trunk Road to 122 Avenue), be awarded to Sandpiper Contracting LLP, that a construction contingency be approved to address potential variations in field conditions, that the Financial Plan be amended to increase the 232 Street Water Main Replacement budget and that the Corporate Officer be authorized to execute the contract.

R/2018-457

It was moved and seconded

That Contract ITT-EN18-54, 232 Water main Replacement (Dewdney Trunk Road to 122 Avenue), be awarded to Sandpiper Contracting LLP in the amount of \$600,475.00 excluding taxes; and

That a construction contingency of \$60,000.00 be approved to address potential variations in field conditions; and

That the Financial Plan be amended to increase the 232 Street Water main Replacement budget from \$600,000.00 to \$726,475.00, funded from Water Utility Fund, and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

1116 Award of Contract ITT-EN18-61: Sanitary Sewer Replacement by Pipe Bursting on River Road (McKay Avenue – 530 m North)

Staff report dated July 24, 2018 recommending that Contract ITT-EN18-61: Sanitary Sewer Replacement by Pipe Bursting on River Road (McKay Avenue – 530m North) be awarded to PW Trenchless Construction Inc.; that a contract contingency be approved to address potential variations in field conditions; and that the Corporate Officer be authorized to execute the contract.

R/2018-458

It was moved and seconded

That Contract ITT-EN18-61: Sanitary Sewer Replacement by Pipe Bursting on River Road (McKay Avenue – 530m North) be awarded to PW Trenchless Construction Inc. in the amount of \$1,497,626.75 excluding taxes; and

That a contract contingency of \$100,000.00 be approved to address potential variations in field conditions; and

That the Corporate Officer be authorized to execute the contract.

CARRIED

Note: Item 1117 was dealt with following Item 601

1117 Lougheed Highway B-Line Initiative

Staff report dated July 24, 2018 recommending that the Lougheed Highway B-Line Initiative be endorsed, that opportunities for transit priority measures, development of stop locations and assessments of traffic impacts be maximized through work with TransLink, Ministry of Transportation and Infrastructure and other stakeholders and that a report be provided with details of recommended transit priority measures and implications for all users on the Lougheed Highway corridor.

R/2018-459

It was moved and seconded

That the Lougheed Highway B-Line initiative be endorsed, and

That staff work with TransLink, Ministry of Transportation and Infrastructure and other stakeholders to maximize opportunities for transit priority measures, develop stop locations, assess traffic impacts, and further

That staff provide a report with details of recommended transit priority measures and the implications for all users on the Lougheed Highway corridor.

CARRIED

Financial and Corporate Services (including Fire and Police) – Nil

Parks, Recreation & Culture

Note: Item 1151 was dealt with following Item 602

1151 Maple Ridge Pitt Meadows Home Show Society Request – Albion Fairgrounds

Staff report dated July 24, 2018 recommending that a request from the Maple Ridge Pitt Meadows Home Show Society for municipally-funded improvements to the large grass main stage viewing area at the Albion Fairgrounds be deferred until after the conclusion of the Albion Flats Area Plan process.

R/2018-460

It was moved and seconded

That the request from the Maple Ridge Pitt Meadows Home Show Society for municipality-funded improvements to the large grass main stage viewing area at the Albion Fair Grounds be supported and that the offer by the Home Show Board of Directors to contribute ten percent of the surface installation costs to a maximum of \$10,000.00 be accepted.

CARRIED

Mayor Read, Councillor Duncan, Councillor Masse - OPPOSED

1152 Award of Contract RFP-PL18-29: Albion Community Centre Construction Management

Staff report dated July 24, 2018 recommending that Contract RFP-PL18-29: Albion Community Centre Construction Management be awarded to Double V Construction LTD and that the Corporate Officer be authorized to execute the contract.

R/2018-461

It was moved and seconded

That Contract RFP-PL18-29: Albion Community Centre Construction Management be awarded to Double V Construction LTD in the amount of \$5000.00 plus taxes; and

That a contingency of \$1250.00 be approved; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

1153 Pickleball Update – Garibaldi Secondary School Sports Court Renovation

Staff report dated July 24, 2018 recommending that approval be sought from School District No. 42 Board of Education to conduct a full renovation of the sports courts at Garibaldi Secondary School at full cost to the City of Maple Ridge including conversion of one existing tennis court to accommodate six pickleball courts to be completed by the beginning of pickleball season in April 2019.

R/2018-462

It was moved and seconded

That staff proceed to seek endorsement from School District No. 42 Board of Education to conduct a full renovation of the sport courts at Garibaldi Secondary School at full cost to the City of Maple Ridge, including the conversion of one existing tennis court to accommodate a total of six pickleball courts, to be completed by the beginning of the pickleball season in April 2019.

CARRIED

1154 Youth Wellness Centre Update

Staff report dated July 24, 2018 requesting direction from Council and providing options concerning funding toward a Youth Wellness Centre project brought forward by the Maple Ridge/Pitt Meadows Community Services.

R/2018-463

It was moved and seconded

That the staff report dated July 24, 2018 titled “Youth Wellness Centre Update” be deferred to allow staff to work further with the Maple Ridge/Pitt Meadows Community Services on the Youth Wellness Centre project.

CARRIED

Administration – Nil

Other Committee Issues – Nil

1200 STAFF REPORTS – Nil

1300 *OTHER MATTERS DEEMED EXPEDIENT* – Nil

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

1500 *ADJOURNMENT* – 9:10 p.m.

Certified Correct

N. Read, Mayor

L. Benson, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

August 7, 2018

The Minutes of the Special City Council Meeting held on August 7, 2018 at 6:02 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor N. Read
Councillor B. Masse
Councillor G. Robson
Councillor C. Speirs

ABSENT

Councillor C. Bell
Councillor K. Duncan
Councillor T. Shymkiw

Appointed Staff

F. Quinn, Acting Chief Administrative Officer
L. Benson, Director of Corporate Administration
C. Carter, Director of Planning

Other staff as required

C. Goddard, Manager of Development and Environmental Services
D. Pollock, Municipal Engineer
A. Kopystynski, Planner 2

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

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

100 ***CALL TO ORDER***

200 ***APPROVAL OF THE AGENDA***

R/2018-464

It was moved and seconded

That the agenda for the August 7, 2018 Special Council Meeting be approved as circulated.

CARRIED

300 ***UNFINISHED BUSINESS***

301 **2015-297-DVP, 23025, 23054, 23060 and 23075 Loughheed Highway**

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2015-297-DVP to relax the setback along a cul-de-sac to permit construction of an approximately 125 unit townhouse complex.

The Director of Corporate Administration advised that no correspondence was received on this application.

R/2018-465

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2015-297-DVP respecting property located at 23025, 23054, 23060 and 23075 Loughheed Highway.

CARRIED

302 **2015-297-DP, 23025, 23054, 23060 and 23054 Loughheed Highway**

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2015-297-DP to permit 125 townhouse units in phase 1 of a multi-phased development.

R/2018-466

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2015-297-DP respecting property located at 23025, 23054, 23060 and 23054 Loughheed Highway.

CARRIED

303 **2016-105-DVP, 13245 236 Street**

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-105-DVP to reduce minimum front, rear, interior and exterior yard setbacks for specified blocks, increase maximum building height for specified blocks, reduce the minimum required Useable Open Space minimum dimension for specified blocks and increase the maximum retaining wall height to permit a townhouse development consisting of 31 units.

The Director of Corporate Administration advised on the receipt of two e-mail expressing concern over the removal of trees.

R/2018-467

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-105-DVP respecting property located at 13245 236 Street.

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

- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Clarification on areas in which trees are to be preserved
- Proposed variances meant to aid in preservation of existing trees

CARRIED

Mayor Read - OPPOSED

304 **2016-105-DP, 13245 236 Avenue, Wildfire Development Permit**

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-105-DP to fulfill requirements of the Wildfire Development Permit Area guidelines.

R/2018-468

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-105-DP respecting property located at 13245 236 Avenue.

CARRIED

305 **2016-004-DP, 13245 236 Street**

Staff report dated July 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-004-DP to permit a 31 unit townhouse development consisting of seven buildings, under the RM-1 (Townhouse Residential) zone.

R/2018-469

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-004-DP respecting property located at 13245 236 Street.

CARRIED

Mayor Read - OPPOSED

400 *ADJOURNMENT* – 6:18 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

September 4, 2018

The Minutes of the City Council Workshop held on September 4, 2018 at 6:00 p.m. in the Council Chambers of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
D Pollock, Acting General Manager Public Works and
Development Services
L. Benson, Director of Corporate Administration
T. Thompson, Chief Financial Officer

Other Staff as Required

C. Carter, Director of Planning
B. Elliott, Manager of Community Planning
R. MacNair, Manager of Bylaw & Licensing Services
A. Bowden, Planner 1
D. Hall, Planner 2

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

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

1. ***APPROVAL OF THE AGENDA***

R/2018-470

It was moved and seconded

That the agenda of the September 4, 2018 Council Workshop Meeting be approved as circulated.

CARRIED

2. ***MINUTES***

2.1 **Minutes of the July 17, 2018 Council Workshop Meeting**

R/2018-471

It was moved and seconded

That the minutes of the Council Workshop Meeting of July 17, 2018 be adopted as circulated.

CARRIED

3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

4. ***UNFINISHED AND NEW BUSINESS***

Note: Councillor Duncan joined the meeting at 6:04 p.m.

4.1 **Lougheed Transit Corridor Study Scoping Report**

Staff report dated September 4, 2018 recommending that the process and engagement strategy for the Lougheed Corridor Study and the study area boundaries be endorsed.

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

- Background and Policies
- Study Area Boundaries and Phasing
- Timeline and Engagement Strategy
- Recommendations

MAIN MOTION

R/2018-472

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 the only additional consultation to be required in respect of this matter beyond the engagement strategy and timeline process outlined in the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018 is 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 the process and engagement strategy for the Lougheed Transit Corridor Study outlined in the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018 be endorsed; and
- 3. That the study area boundaries outlined in Appendix C of the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018 be endorsed.

MOTION TO AMEND

R/2018-473

It was moved and seconded

That Item 2 in the main motion be amended to add the text “and encompassing both Phase 1 and 2” following the text “September 4, 2018,”

AMENDMENT CARRIED

MOTION TO AMEND

R/2018-474

It was moved and seconded

That Item 3 in the main motion be amended to add the text “with the addition of properties adjoining Dewdney Truck Road, Carshill Street and Patterson Avenue” following the text “September 4, 2018,”

AMENDMENT CARRIED

Question on the main motion

The question was then called on the Main Motion as amended.

CARRIED AS AMENDED

MAIN MOTION AS AMENDED

- 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 the only additional consultation to be required in respect of this matter beyond the engagement strategy and timeline process outlined in the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018 is 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 the process and engagement strategy for the Lougheed Transit Corridor Study outlined in the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018, and encompassing Phase 1 and Phase 2, be endorsed; and
3. That the study area boundaries outlined in Appendix C of the report titled “Lougheed Transit Corridor Study Scoping Report”, dated September 4, 2018, with the addition of properties adjoining Dewdney Trunk Road, Carshill Street and Patterson Avenue, be endorsed.

4.2 Cannabis Retail Amendment Options

Staff report dated September 4, 2018 providing options to introduce zoning bylaw amendments directing the sale of cannabis within the community.

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

- Background
- Overview of Federal, Provincial and Municipal Jurisdictions
- Scan of what other municipalities are doing in terms of municipal bylaw
- Options for the City of Maple Ridge
- Recommendations for changes to the Zoning Bylaw
- Next steps in process
- Recommendations

MAIN MOTION

R/2018-475

It was moved and seconded

- 1) That the proposed Maple Ridge Zone Amending Bylaw No. 7487-2018 attached to this report be brought forward at the September 18, 2018 Council Meeting for First and Second Readings and forwarded to Public Hearing; and
- 2) That staff be directed to bring forward bylaw amendments to the Business Licencing and Regulation Bylaw to establish business licencing fees and conditions for cannabis retail use; and further
- 3) That staff be directed to bring forward bylaw amendments to the Zoning Bylaw to regulate the commercial production of cannabis on lands within the Agricultural Land Reserve.

CARRIED

AMENDMENT TO MAIN MOTION

R/2018-476

It was moved and seconded

That Item 1 be amended to read "That proposed Maple Ridge Zone Amending Bylaw No. 7487-2018 attached to this report be brought forward at the September 18, 2018 Council Meeting for first and second readings and forwarded to Public Hearing with an amendment to consider the 1000 metre separation outside the downtown area only and whereby applications within the downtown area will be considered on an application by application basis to a maximum of four outlets and that Items 2 and 3 reflect this amendment also.

AMENDMENT DEFEATED

Mayor Read, Councillor Bell, Councillor Masse, Councillor Robson, Councillor Shymkiw - OPPOSED

Question on the Main Motion

The question was called on the Main Motion.

CARRIED

4.3 Amendment to 2018 Council Meeting Calendar

Staff report dated September 4, 2018 recommending that Council Workshop Meetings scheduled for October 2018 be cancelled and that the remaining Council Meetings be advanced.

R/2018-477

It was moved and seconded

That the 2018 Council Meeting Calendar be amended as follows:

- Cancellation of Council Workshops on October 2 and October 16;
- Move the Regular Council Meeting and Closed Meeting on October 9 to October 2;
- Move the Public Hearing on October 16 to October 9;
- Move the Regular Council Meeting and Closed Meeting on October 23 to October 16;
- No meetings scheduled on October 23.

CARRIED

5. *CORRESPONDENCE*

5.1 Metro Vancouver Board – Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request – Township of Langley – Williams Neighbourhood Plan

Letter dated July 26, 2016 from Greg Moore, Chair, Metro Vancouver Board providing notification to affected local governments and other agencies of a proposed amendment to Metro 2040 by the Township of Langley and requesting written comment on the proposed amendment.

The Manager of Community Planning provided clarification on the request by the Township of Langley.

R/2018-478

It was moved and seconded

That the letter dated July 26, 2016 from Greg Moore, Chair, Metro Vancouver Board providing notification to affected local governments and other agencies of a proposed amendment to Metro 2040 by the Township of Langley and requesting written comment on the proposed amendment be received into the record for information.

CARRIED

5.2 Port of Vancouver – Federal Funding for Key Goods-Movement Infrastructure Projects

Letter from Peter Xotta, Vice President, Planning and Operations, Vancouver Fraser Port Authority providing an update on federal funding commitments for projects within the Greater Vancouver Area.

R/2018-479

It was moved and seconded

That the letter from Peter Xotta, Vice President, Planning and Operations, Vancouver Fraser Port Authority providing an update on federal funding commitments for projects within the Greater Vancouver Area be received into the record for information and be forwarded to the Engineering Department.

CARRIED

5.3 Upcoming Events

September 8, 2018 9:30 a.m. to 11:00 a.m.	Parkinson SuperWalk, Spirit Square, Pitt Meadows, BC Organizer: Parkinson Society British Columbia
September 15, 2018 10:00 a.m. to 2:00 p.m.	GETI Fest, Memorial Peace Park, Maple Ridge, BC Organizer: Golden Ears Transition Initiative
September 15, 2018 8:00 p.m.	Hammond Movie Night, Hammond Stadium, Maple Ridge, BC Organizer: Maple Ridge Parks, Recreation & Culture

6. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL*** – Nil

7. ***MATTERS DEEMED EXPEDIENT*** – Nil

8. ***MAYOR'S AND COUNCILLORS' REPORTS***

Councillor Speirs

Councillor Speirs awarded medals for children participating in the Summer Reading Club at Maple Ridge Library. He attended Pride in the Park, Bard in the Bandstand openings and the Lapidary Club BBQ. Councillor Speirs participated in a tour of the SunLab and attended an event titled “An Event to Acknowledge Lives Lost”

Councillor Masse

Councillor Masse spoke on a newspaper article titled “Study Shines Light on Student Struggles” which addresses mental illness in youth. He provided general information on the Foundry and the Youth Wellness Centre and events planned for fundraising.

Councillor Duncan

Councillor Duncan attended the opening ceremony for a mural done in downtown Maple Ridge by Brandon Gabriel of the Kwantlen First Nation. She also attended an educational event at Anita's Place.

Councillor Bell

Councillor Bell commented on the connection between the new mural in downtown Maple Ridge and the naming of the new school in Albion. She advised on the status of the hospital parking issue in Maple Ridge and expressed concern that this issue has not reached the Parliamentary Secretary. She requested a follow up prior to the end of the term of the current Council.

Councillor Robson

Councillor Robson commented on talks between the Alouette River Management Society, Kwantlen and Katzie First Nations and BC Hydro pertaining to the Alouette River Water Licence.

9. ***ADJOURNMENT*** - 8:06 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

June 19, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 16-123279 BG

LEGAL: Lot 1 Section 15 Township 12 New Westminster District
Plan EPP56127

LOCATION: 24265 112 Avenue

OWNER: Gurdip Sidhu

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-123279 BG.

CARRIED

2. 17-125713 BG

LEGAL: Lot 10 Section 28 Township 12 New Westminster District
Plan BCP17359

LOCATION: 13237 239B Street

OWNER: Shamus and Monica Frigon

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 17-125713 BG.

CARRIED

3. 18-110443 BG

LEGAL: Lot 13 Section 10 Township 12 New Westminster District
Plan LMP41824

LOCATION: 24084 McClure Drive

OWNER: Jordan and Sarah Vigh

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-110443 BG.

CARRIED

4. 2013-042-SD

LEGAL: Lot 2 Section 22 Township 12 New Westminster District
Plan EPP48454

LOCATION: 24331 126 Avenue

OWNER: Susan Treleaven

REQUIRED AGREEMENTS: Slope Protection Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2013-042-SD.

CARRIED

5. 2017-527-RZ

LEGAL: West 100 Feet Lot 3 District Lot 248 Group 1 New Westminster
District Plan 7499, Except Plan EPP77610

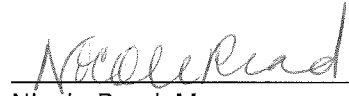
LOCATION: 21322 121 Avenue

OWNER: True Light Building & Development Ltd.


REQUIRED AGREEMENTS: Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-527-RZ.

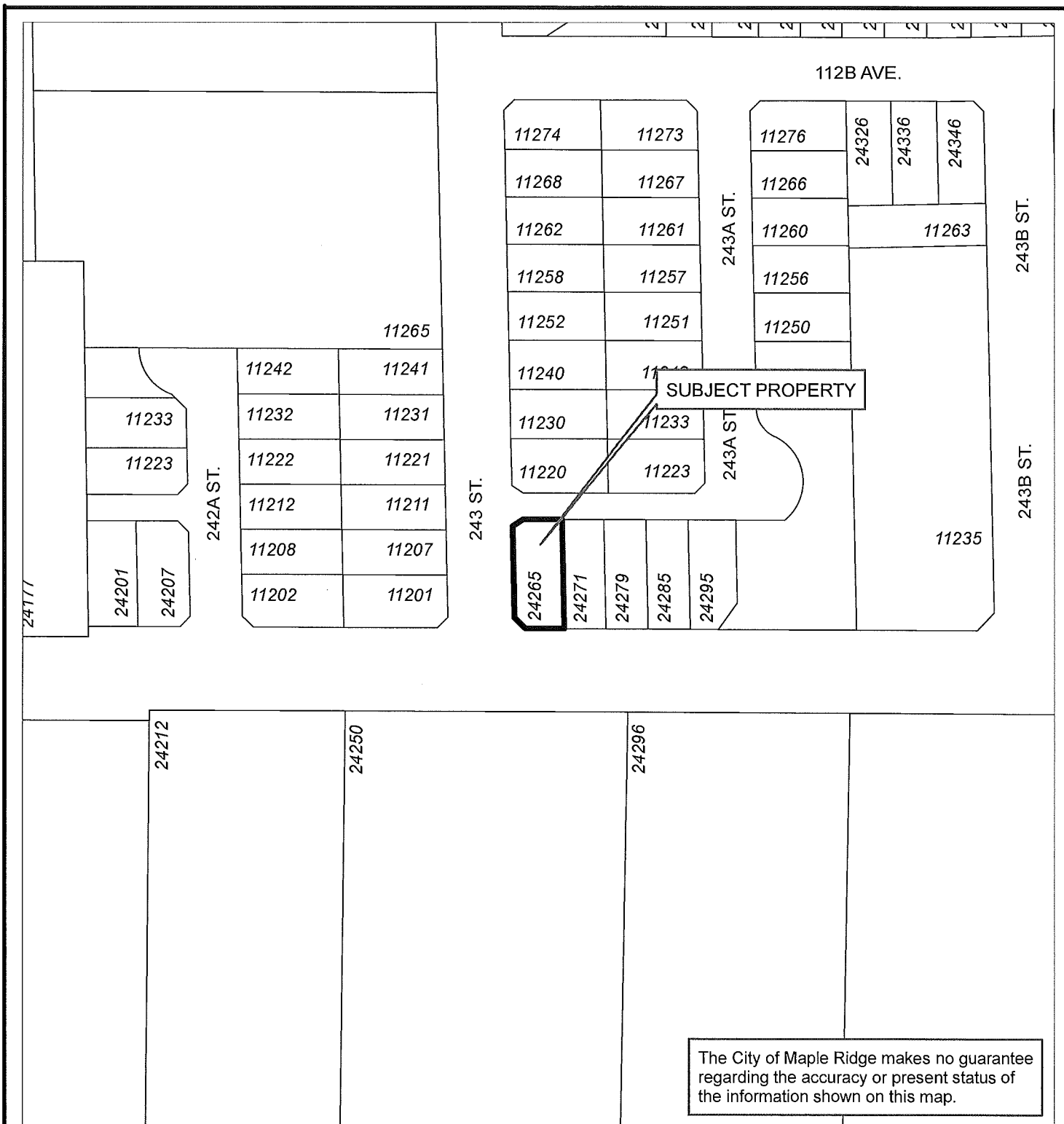
CARRIED



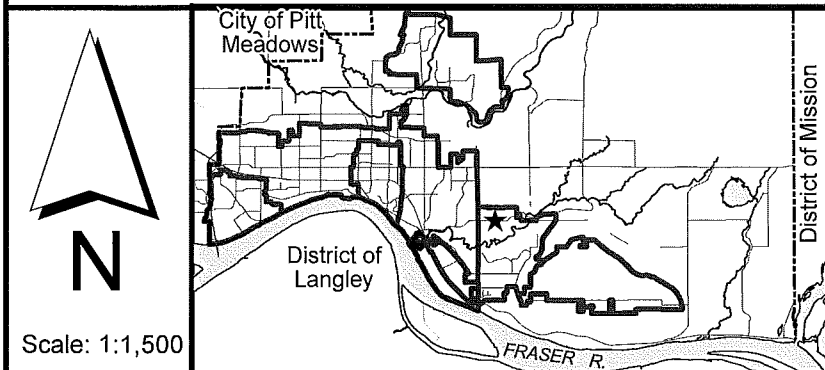
Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



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



Scale: 1:1,500

24265 112 Ave

ENGINEERING DEPARTMENT

MAPLE RIDGE

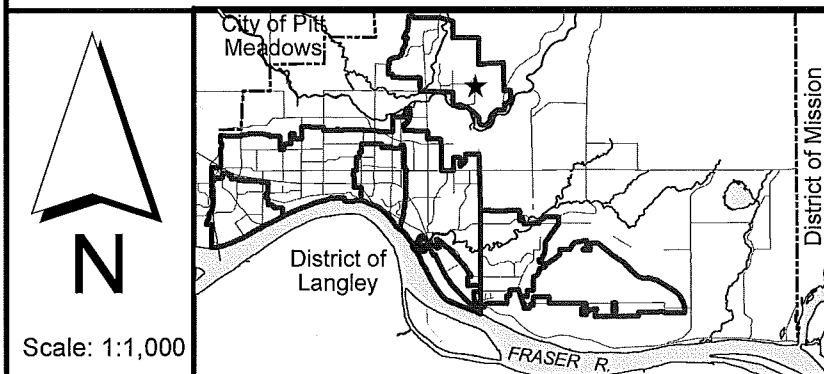
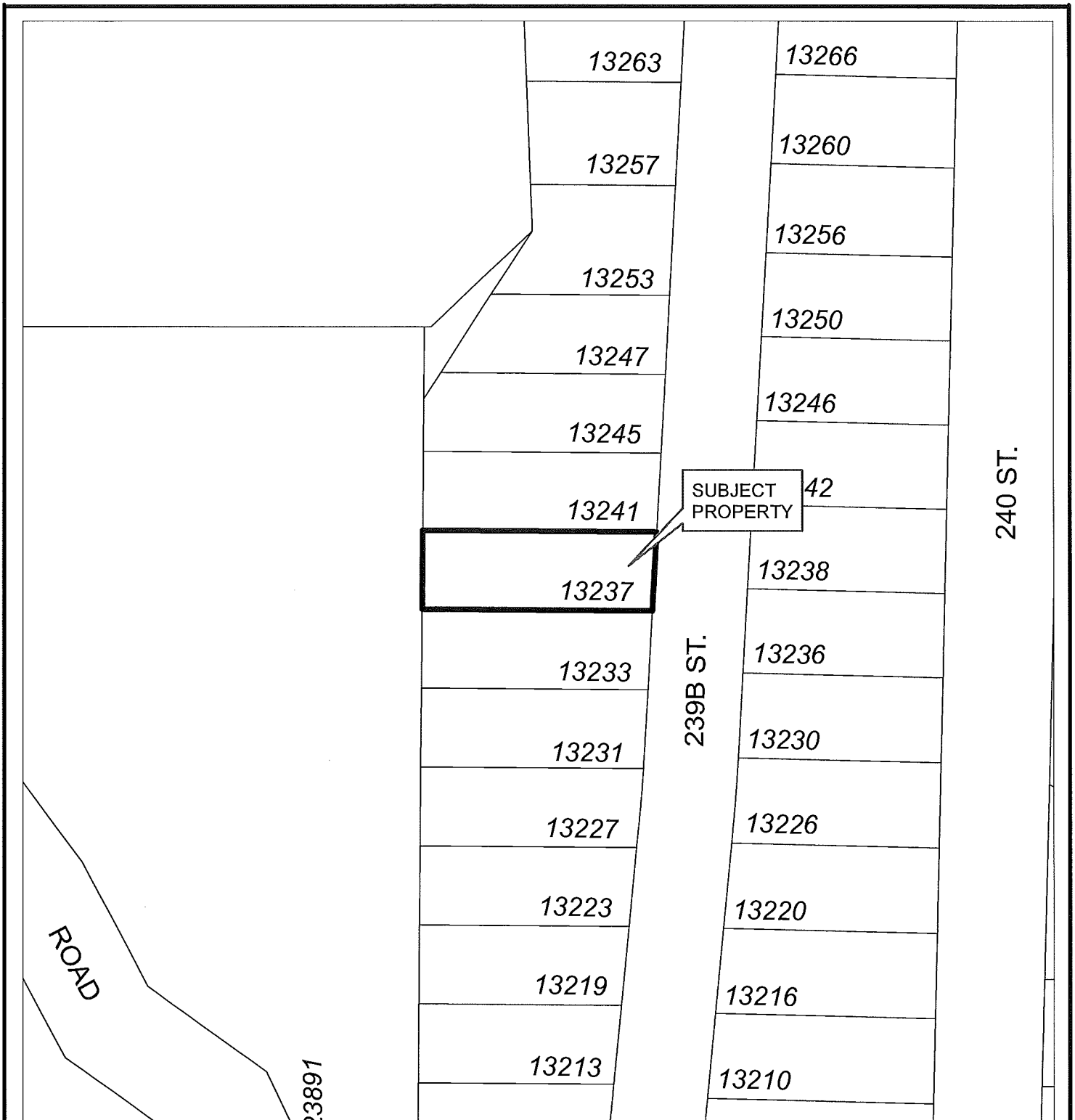
British Columbia

mapleridge.ca

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DATE: Jun 12, 2018

BY: NV



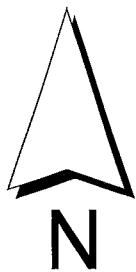
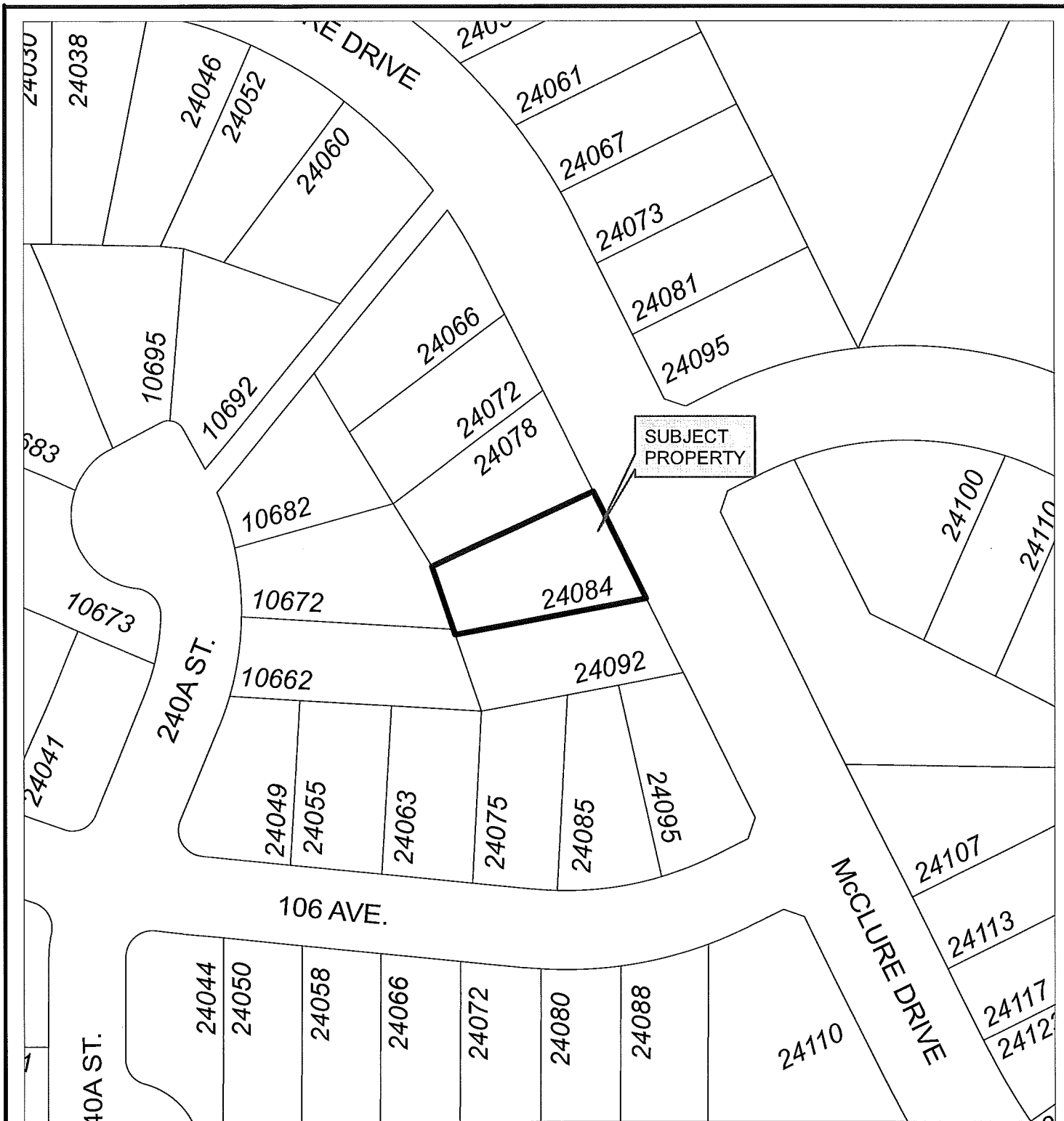
13237 239B ST

ENGINEERING DEPARTMENT

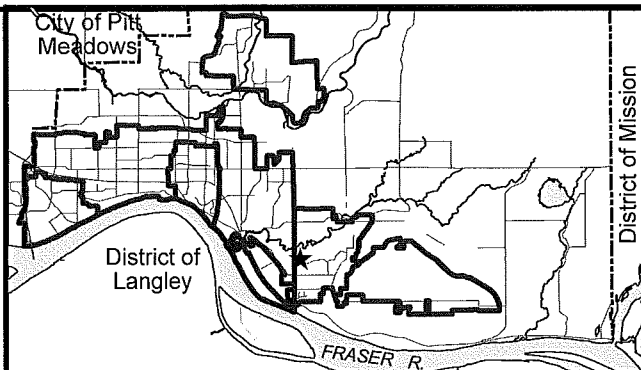
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British Columbia

mapleridge.ca

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BY: C3



Scale: 1:1,000



24084 MCCLURE DR

ENGINEERING DEPARTMENT



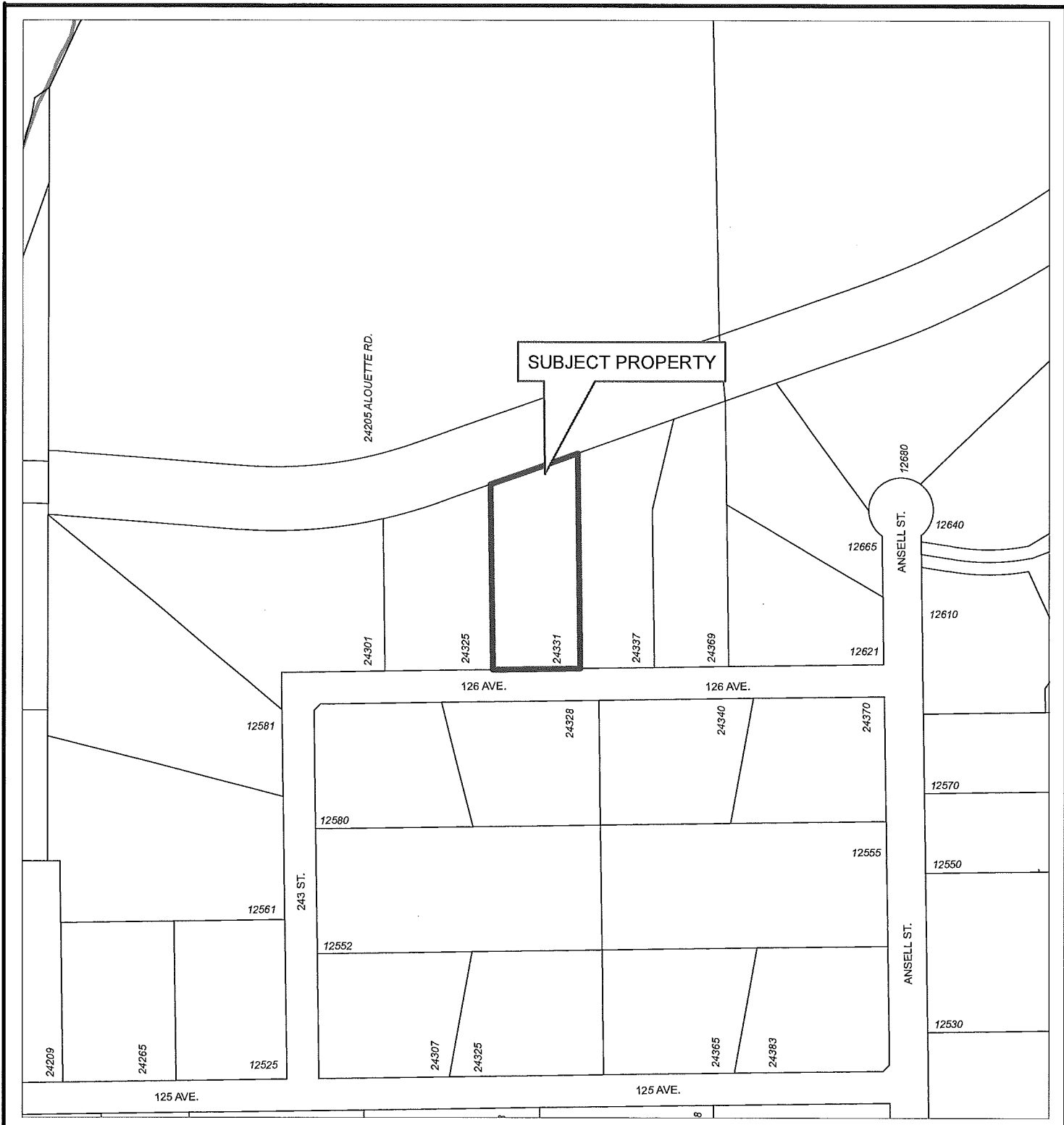
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British Columbia

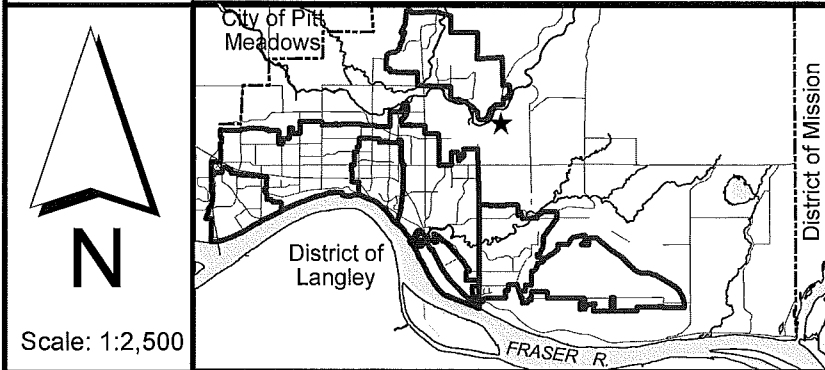
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SUBJECT PROPERTY



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24331 126 AVENUE

PLANNING DEPARTMENT



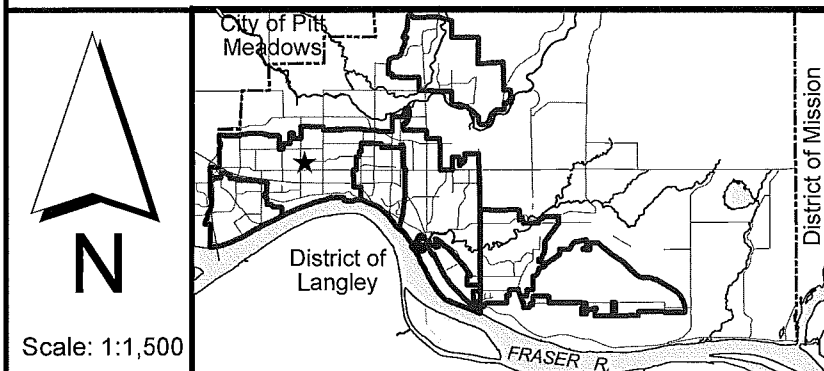
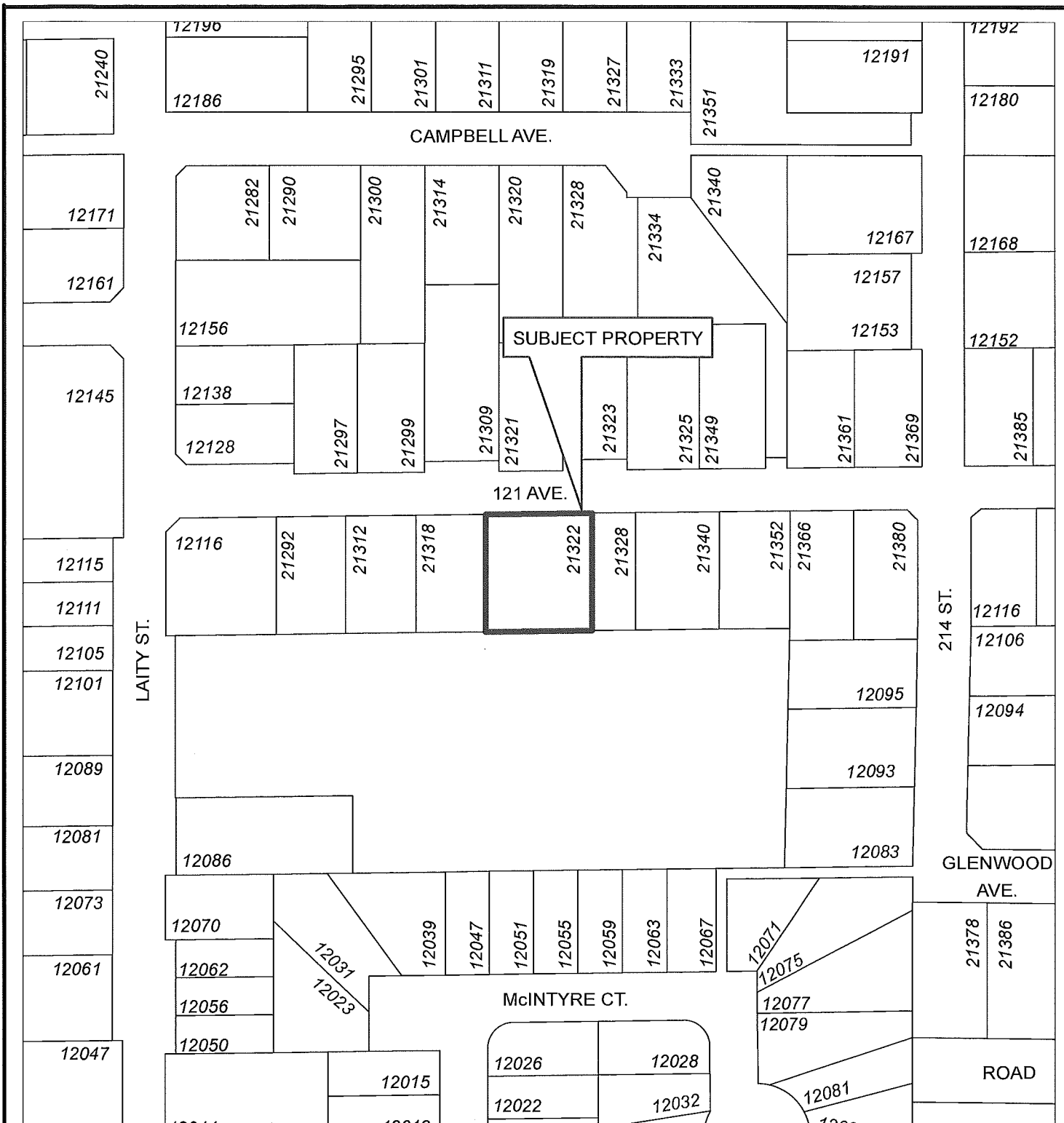
MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2013-042-SD
DATE: Jun 19, 2018

BY: LP



21322 121 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2017-527-RZ
DATE: Jun 19, 2018

BY: LP

N

Scale: 1:1,500

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

July 24, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2018-106623

LEGAL: Lot 65 District Lot 396 Group 1 New Westminster District Plan 20943

LOCATION: 1-12066 York Street

OWNER: Maryanne E Erickson

REQUIRED AGREEMENTS: Detached Garden Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-106623.

CARRIED

2. 2017-122495

LEGAL: Lot 63 District Lot 247 Group 1 New Westminster District Plan 28917

LOCATION: 21705 119 Avenue

OWNER: Debra G Bragg & John Bragg

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-122495.

CARRIED

3. 2018-104922

LEGAL: Lot 18 District Lot 397 Group 1 New Westminster District Plan 22656
LOCATION: 11948 Wicklow Way
OWNER: Albert G Gilmer & Louise Boutin
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-104922.

CARRIED

4. 18-109296

LEGAL: Lot 2 District Lot 402 Group 1 New Westminster District Plan
BCP32785
LOCATION: 22820 Telosky Avenue
OWNER: Di Yin & Taozhen Zhang
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-109296.

CARRIED

5. 17-123955

LEGAL: Lot 14 District Lot 263 Group 1 New Westminster District Plan
EPP66467
LOCATION: 12386 Allison Street
OWNER: Lee Yin Kan
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-123955.

CARRIED

6. 2015-297-RZ

LEGAL:

1. Lot 3 Section 16 Township 12 New Westminster District Plan 17222
2. Lot 27 Except: Part On SRW Plan 71204; District Lot 403 Group 1 New Westminster District Plan 44493
3. Parcel "M" (Reference Plan 681) District Lot 403 Group 1 New Westminster District
4. Lot 28 Except Part in Highway Plan 71204, DL 403 Group 1 New Westminster District Plan 44493
5. Parcel "D" (Reference Plan 1017) SW ¼ Section 16 Township 12 New Westminster District
6. Lot 32 District Lots 402 and 403 Group 1 New Westminster District Plan 61595
7. Lot 31 District Lots 402 and 403 Group 1 New Westminster District Plan 61595
8. Parcel "One" (Explanatory Plan 8328) of Parcel "J" (Reference Plan 3829) Except: Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District;
9. Parcel "L" (Reference Plan 3957) of Parcel "J" (Reference Plan 3829), Except: Firstly: Part On Statutory Right of Way Plan 4834; Secondly: Part Lying South of Road Shown on Statutory right of Way plan 4834; Thirdly: Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District
10. Parcel "J" (Reference Plan 3829), Except: Firstly: Part on Statutory Right of Way Plan 3041; Secondly: Parcel "L" (Reference Plan 3957); Thirdly: Part on Statutory Right of Way Plan 4834; Fourthly: Parcel "One" (Explanatory Plan 8328); Fifthly: Part within Heavy Outline Taken by Highway Statutory Right of Way Plan 63428; District Lots 402 and 403 Group 1 New Westminster District
11. Lot 29, Except: Part on Statutory Right of Way Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493

LOCATION:

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

OWNER:

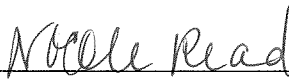
Polygon Provenance Homes Ltd.

REQUIRED AGREEMENTS:

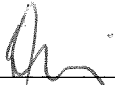
Rezoning Servicing Agreement

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

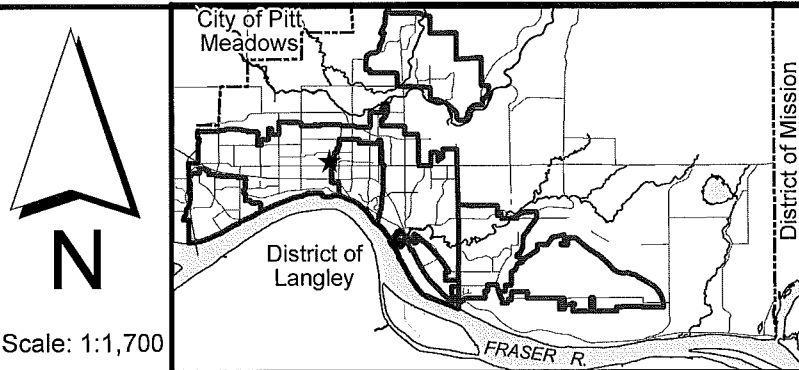
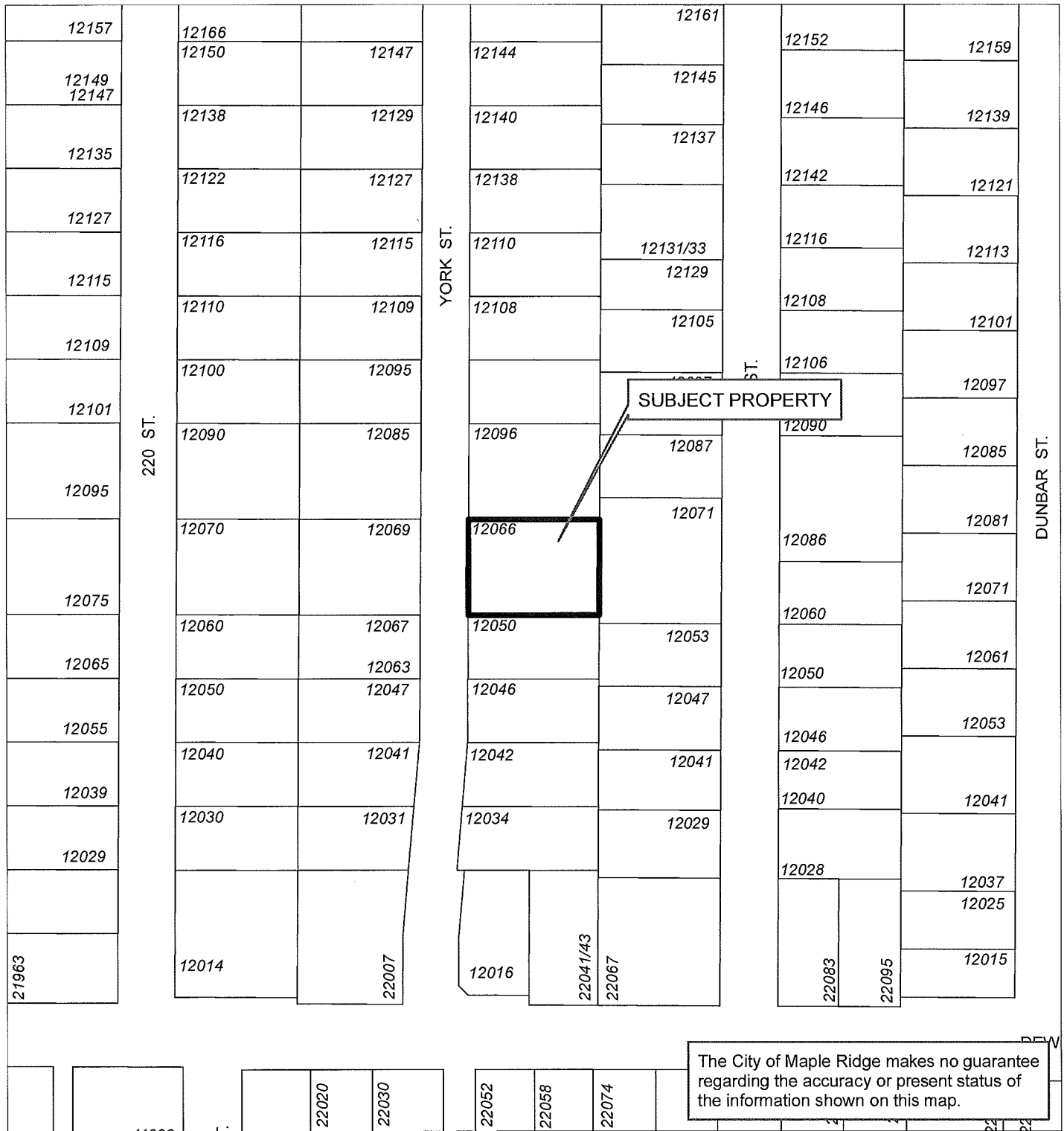
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



12066 York St

ENGINEERING DEPARTMENT

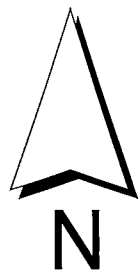
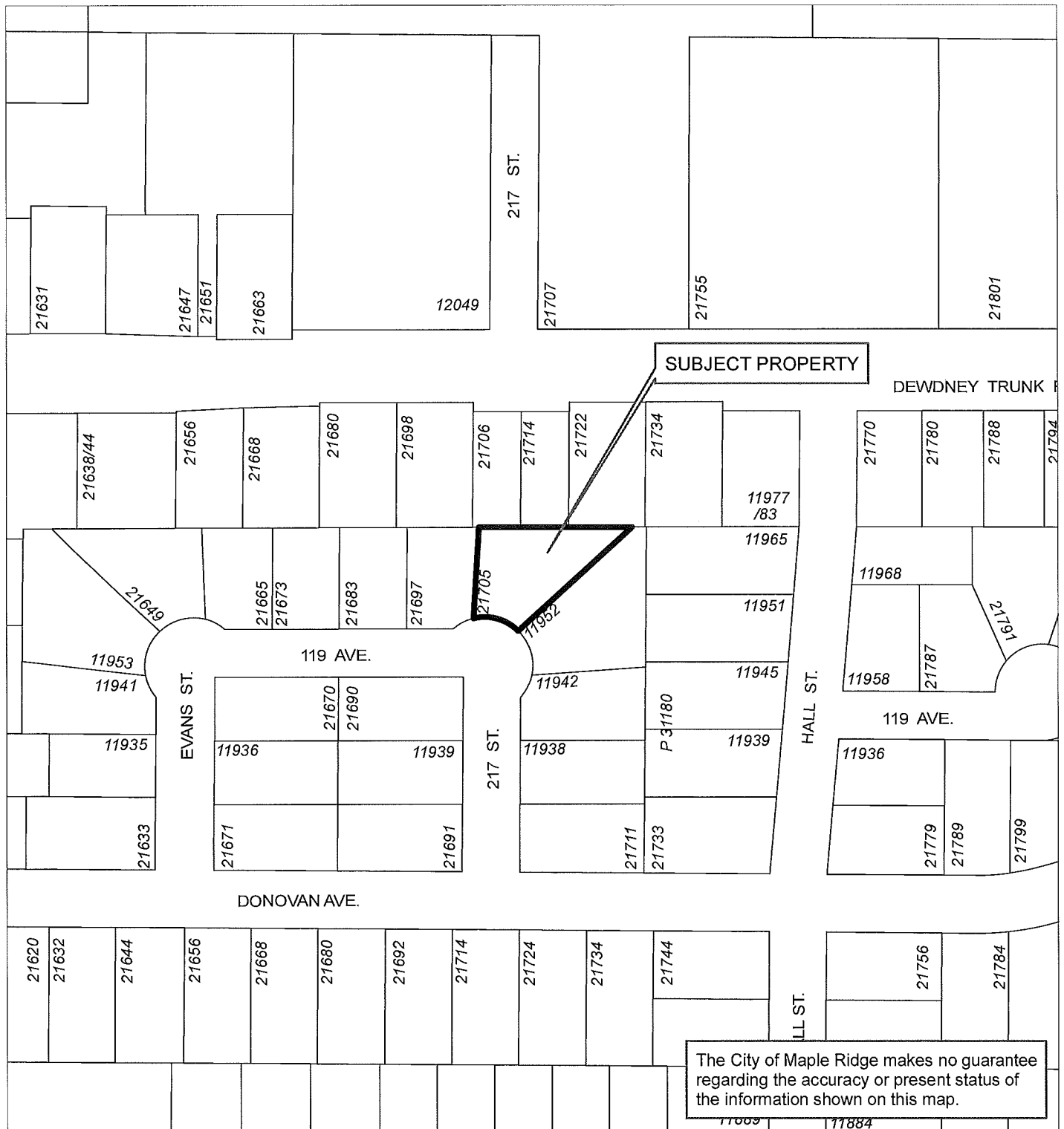
MAPLE RIDGE

British Columbia

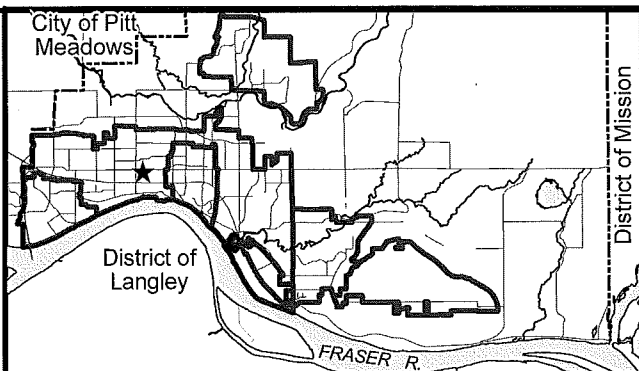
mapleridge.ca

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DATE: Jul 19, 2018

BY: NV



Scale: 1:1,700



21705 119 Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

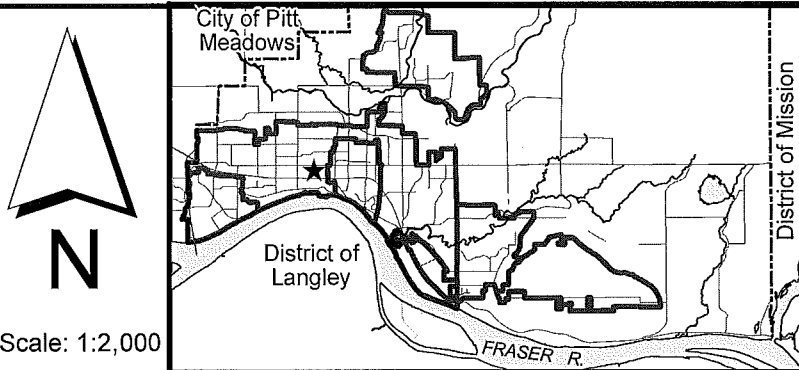
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mapleridge.ca

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DATE: Jul 19, 2018

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11948 Wicklow Way

ENGINEERING DEPARTMENT



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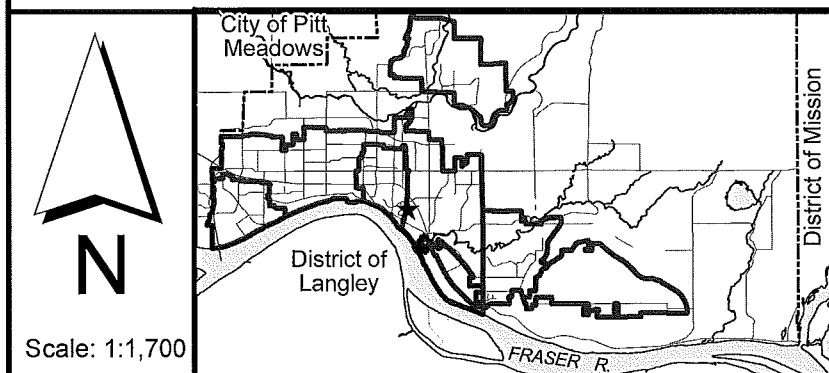
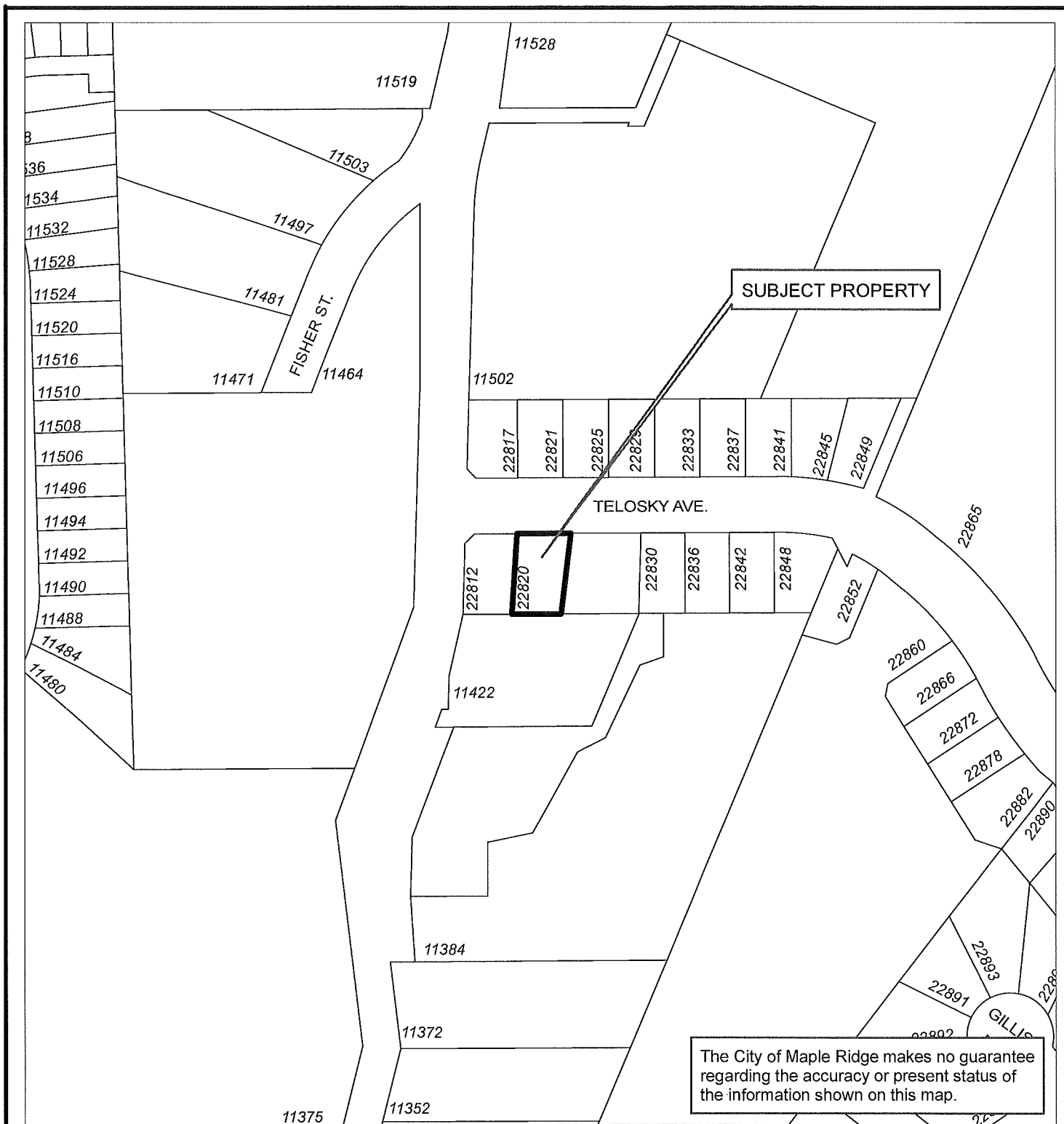
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DATE: Jul 20, 2018

BY: NV



22820 Telosky Ave

ENGINEERING DEPARTMENT

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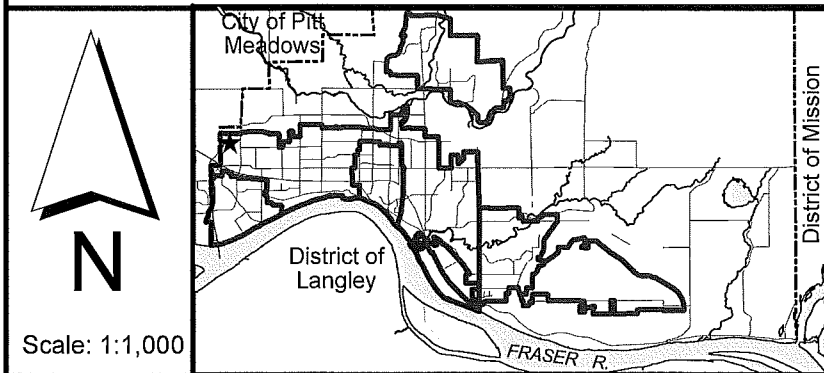
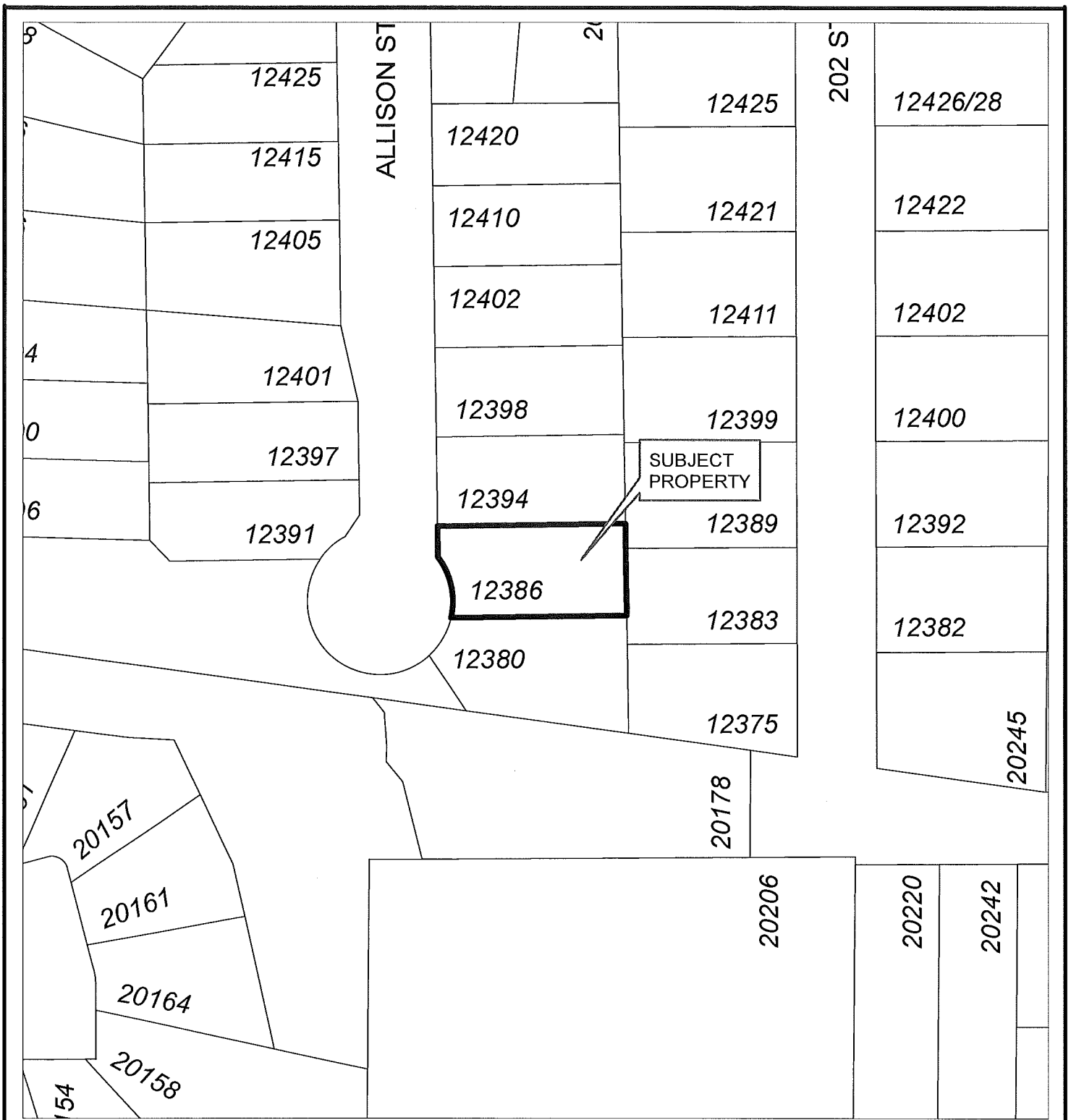
British Columbia

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DATE: Jul 20, 2018

BY: NV



12386 ALLISON ST

ENGINEERING DEPARTMENT

MAPLE RIDGE

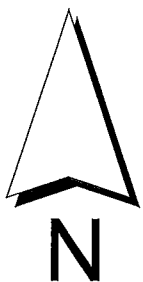
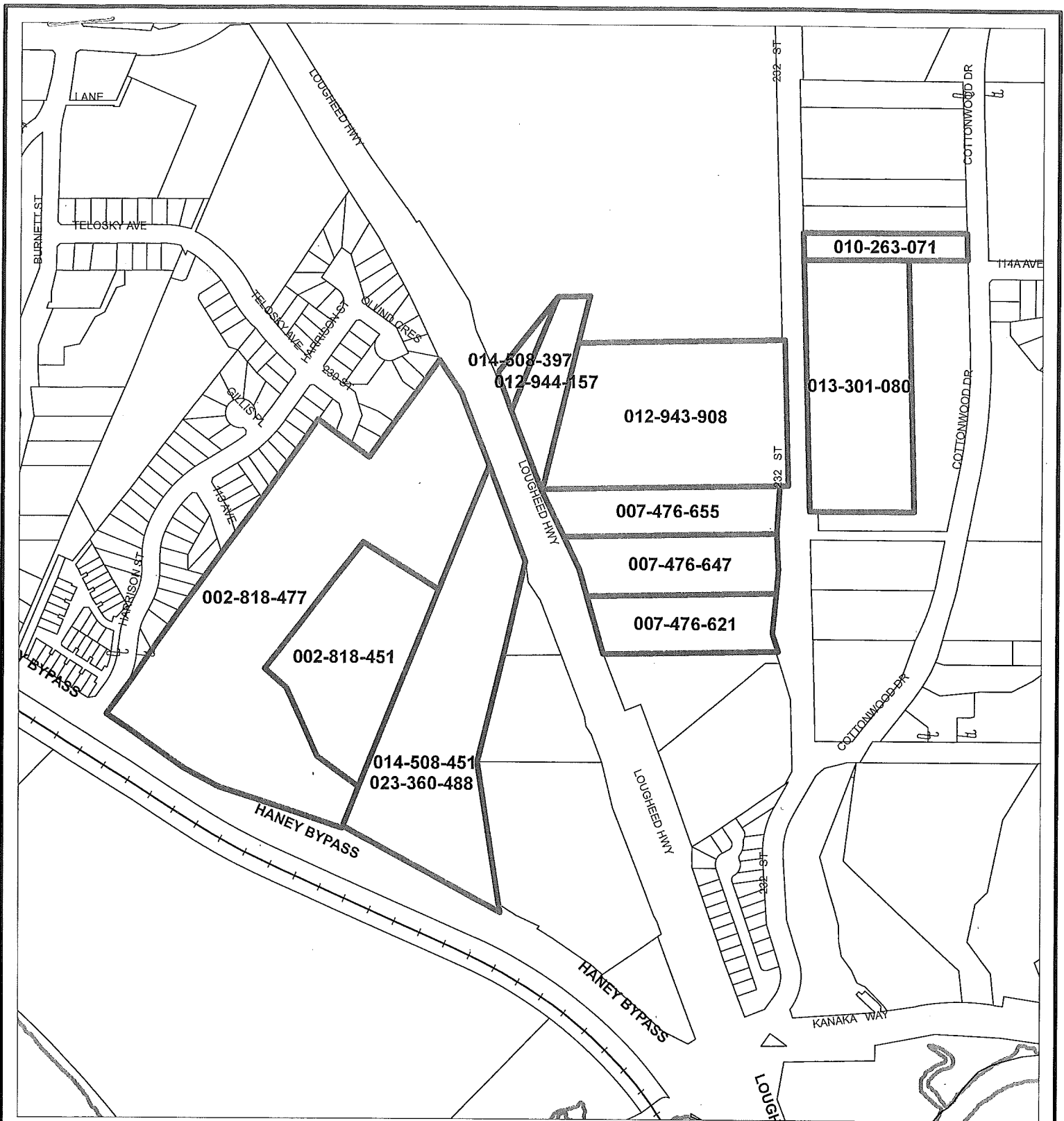
British Columbia

mapleridge.ca

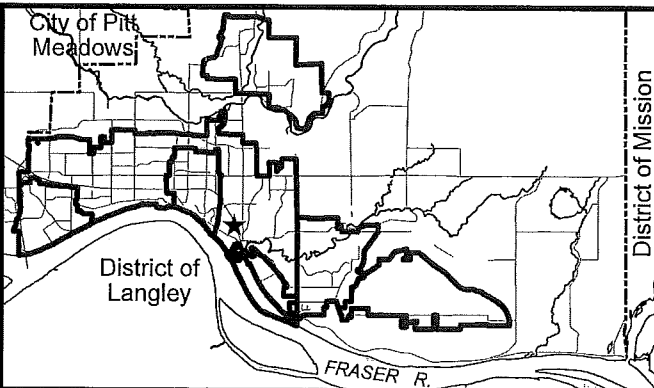
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BY: LM



Scale: 1:5,000



2015-297-RZ
PID Number

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

DATE: Apr 10, 2017

BY: DT

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

July 27, 2018
Mayor's Office

CIRCULATED TO:

Craig Speirs, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2016-037-SD & 2014-108-SD

LEGAL: Prior to Subdivision:
 Lot 1 Section 27 Township 12 New Westminster District Plan 11128
 Except Plan EPP66380
 Lot 3 Section 27 Township 12 New Westminster District Plan 10713
 Except Plan EPP66380
 Post Subdivision:
 Lots 1 to 24, Section 27 Township 12 New Westminster District Plan
 EPP66381

LOCATION: 12874 and 12933 Mill Street

OWNER: Cipe Homes Inc.

REQUIRED AGREEMENTS: Subdivision Servicing Agreement (Lots 1&3)
 Tree Protection Covenant (Lots 19-24)
 Enhancement & Maintenance Agreement (Lots 1&3)
 Statutory Right of Way for Watermain (Lots 1&13)
 Stormwater Management Covenant (Lots 1-24)
 Geotechnical Covenant (Lots 1&3)
 Geotechnical Covenant Release (release of existing
 covenant, to be replaced with revised Covenant above –
 Lots 1&3)
 Statutory Right of Way for Storm Sewer (Lot 19)
 Statutory Right of Way for Sanitary Sewer (Lots 3&12)

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENTS AS THEY RELATE TO 2016-037-SD & 2014-108-SD.

CARRIED

2. 17-123950

LEGAL: Lot 15 District Lot 263 Group 1 New Westminster District Plan
EPP66467

LOCATION: 12394 Allison Street

OWNER: Jessica Anne Kappel & Mathieu Gauvreau

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 17-123950.

CARRIED

3. 18-114031

LEGAL: Lot 2 Section 30 Township 12 New Westminster District Plan 22035

LOCATION: 22011 132 Avenue

OWNER: Danielle Benoit

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 18-114031.

CARRIED

4. 18-114131

LEGAL: Lot 11 Section 21 Township 12 New Westminster District Plan 15908

LOCATION: 23376 124 Avenue

OWNER: Wayne G Erickson

REQUIRED AGREEMENTS: Geotech Report Covenant
Stormwater Management Covenant
Slope Protection Covenant

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENTS AS THEY RELATE TO 18-114131.

CARRIED

5. 2017-154-SD

LEGAL: Prior to Subdivision:
Lot A Section 10 Township 12 New Westminster District Plan
EPP59096
Post Subdivision:
Lots 1-48 Section 10 Township 12 New Westminster District Plan
EPP76590


LOCATION: 10501 Jackson Road

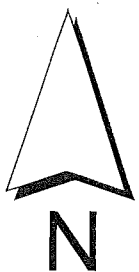
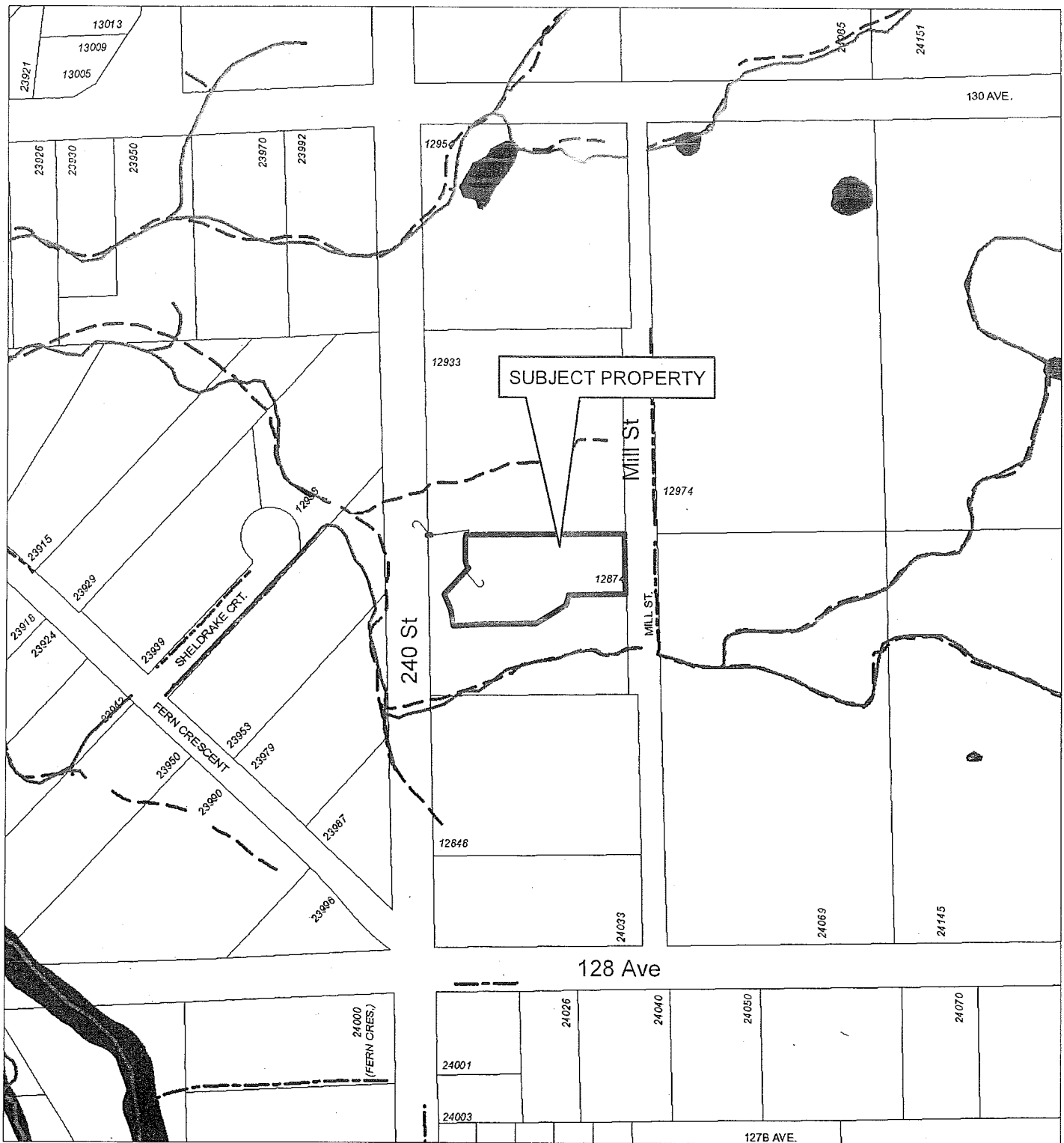
OWNER: Jackson Heights Developments Ltd.

REQUIRED AGREEMENTS: Release of AA195896, AA195899 and AA205591
Statutory Right of Way for Temporary Turnaround Access
(Lot A)
No Build Covenant Until Future Subdivision (Lots
14,15,47,48)
No Build Covenant for Rear Yards (Lots 21-32)
Stormwater Management Covenant (Lots 1-48)
Retaining Wall and Geogrid Covenant (Lots 21-32)
Statutory Right of Way for Walkway Stairs and
Maintenance (Lot 16)
Statutory Right of Way for Storm Drainage (Lot 21)
Retaining Wall Maintenance Easement (Lots 21-32 &48)
Drainage Easement (Lots 3&4)
Enhancement Agreement for Park Areas
Enhancement Agreement for Retaining Wall

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENTS AS THEY RELATE TO 2017-154-SD.





CARRIED


CRAIG SPEIRS, ACTING MAYOR
Chair
Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,500

Legend

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

12874 Mill Street

PLANNING DEPARTMENT



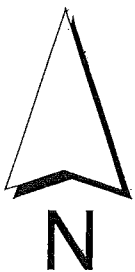
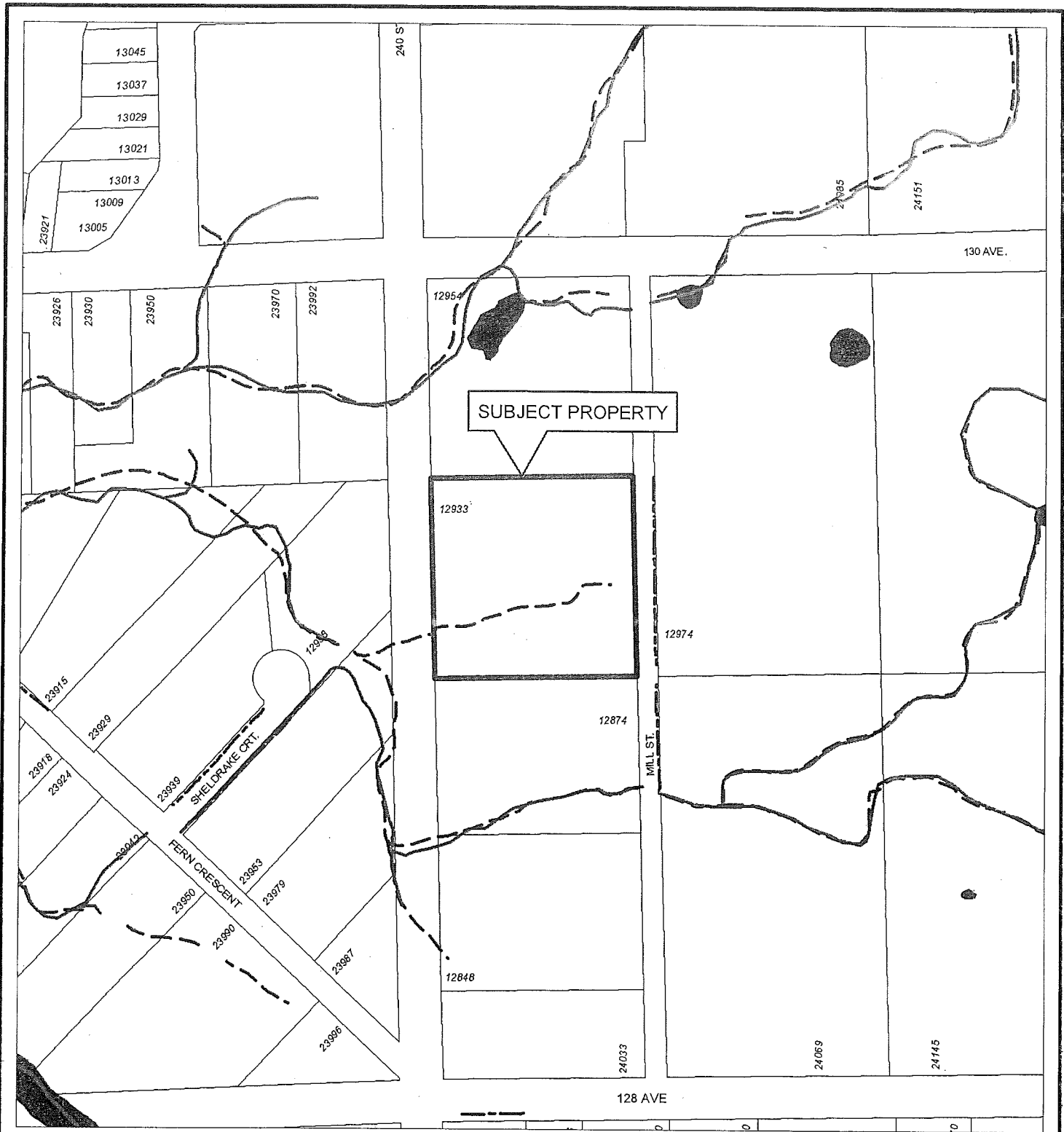
MAPLE RIDGE

British Columbia

mapleridge.ca

2014-108-SD.2
DATE: Jul 26, 2018

BY: JV



Scale: 1:2,500

Legend

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

12933 MILL STREET

PLANNING DEPARTMENT



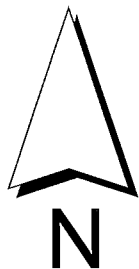
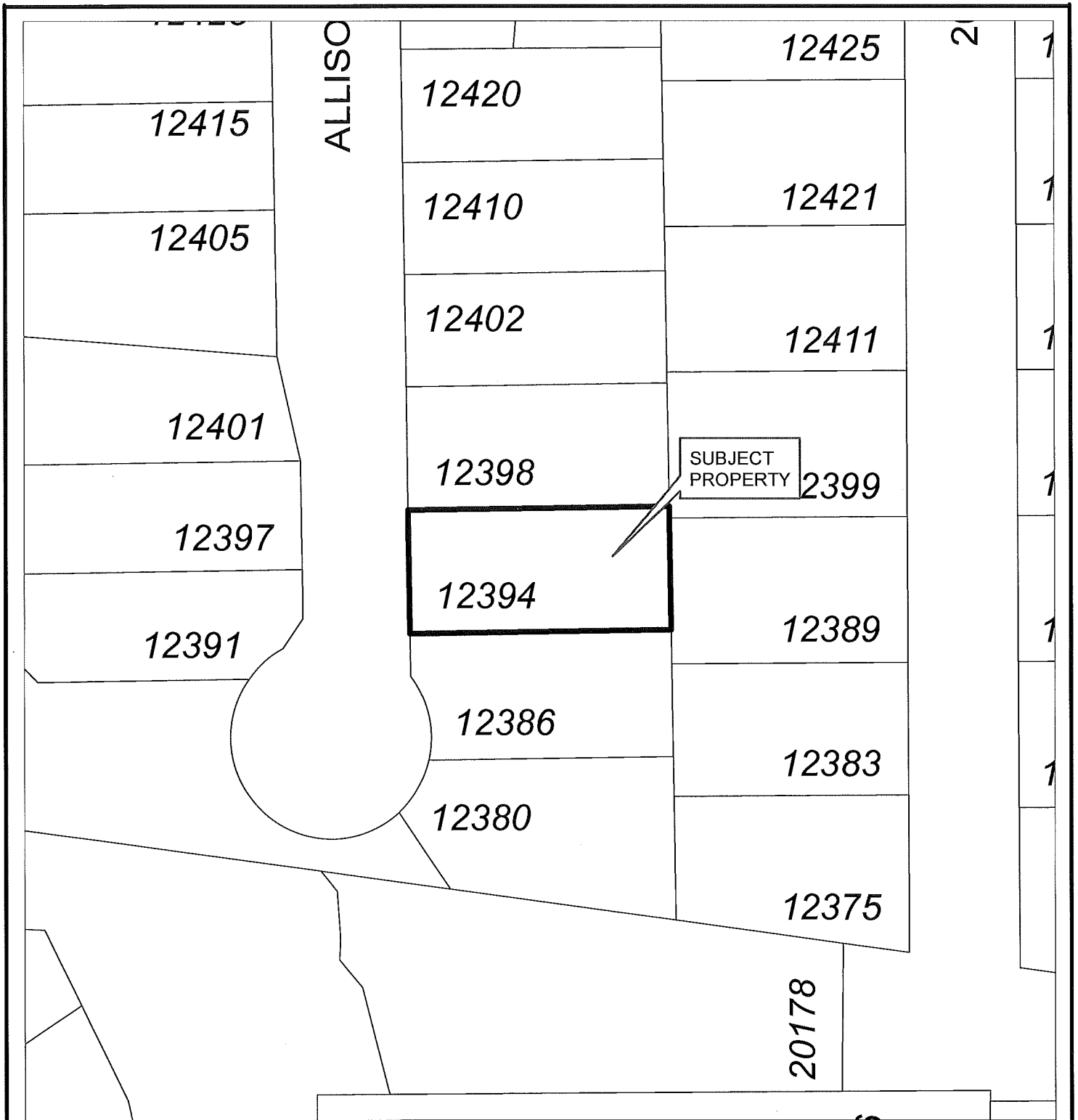
MAPLE RIDGE

British Columbia

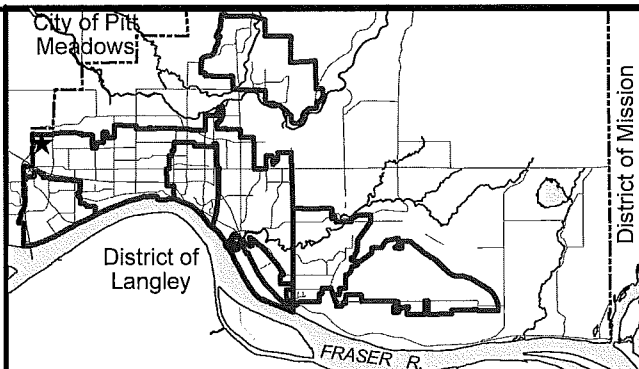
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FILE: 2016-037-SD
DATE: Feb 19, 2016

BY: PC



Scale: 1:725



12394 ALLISON ST

ENGINEERING DEPARTMENT



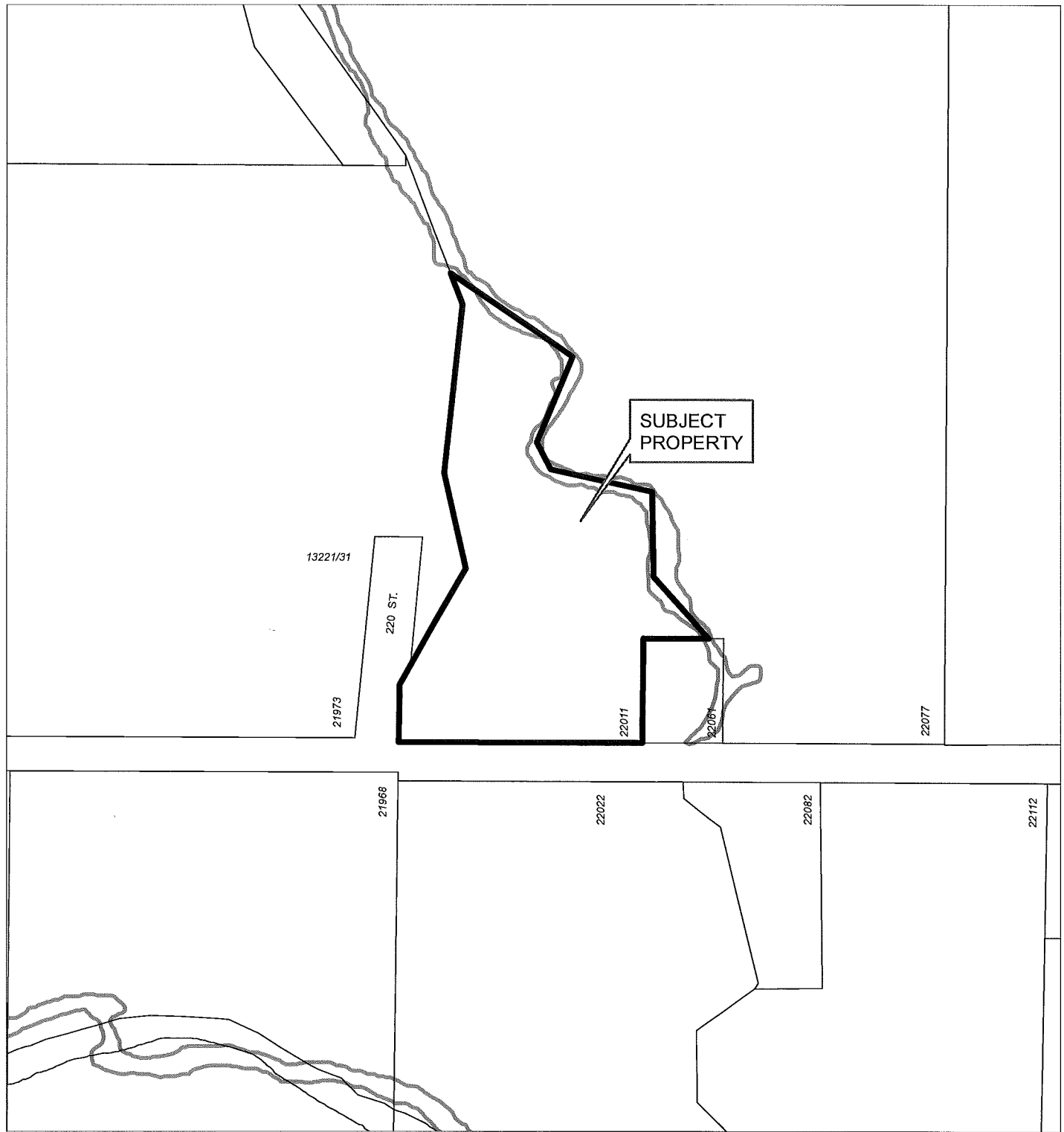
MAPLE RIDGE

British Columbia

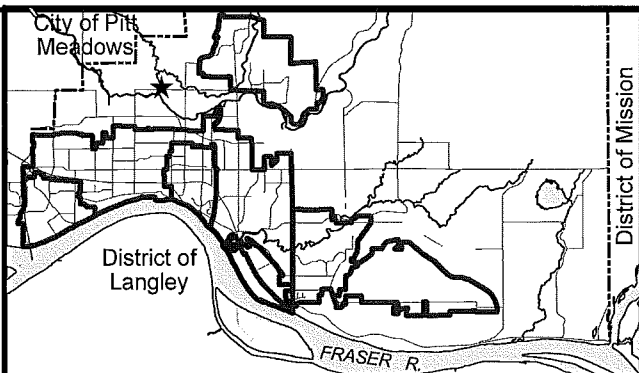
mapleridge.ca

FILE: Untitled
DATE: Jul 25, 2018

BY: C3



Scale: 1:2,500



22011 132 Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

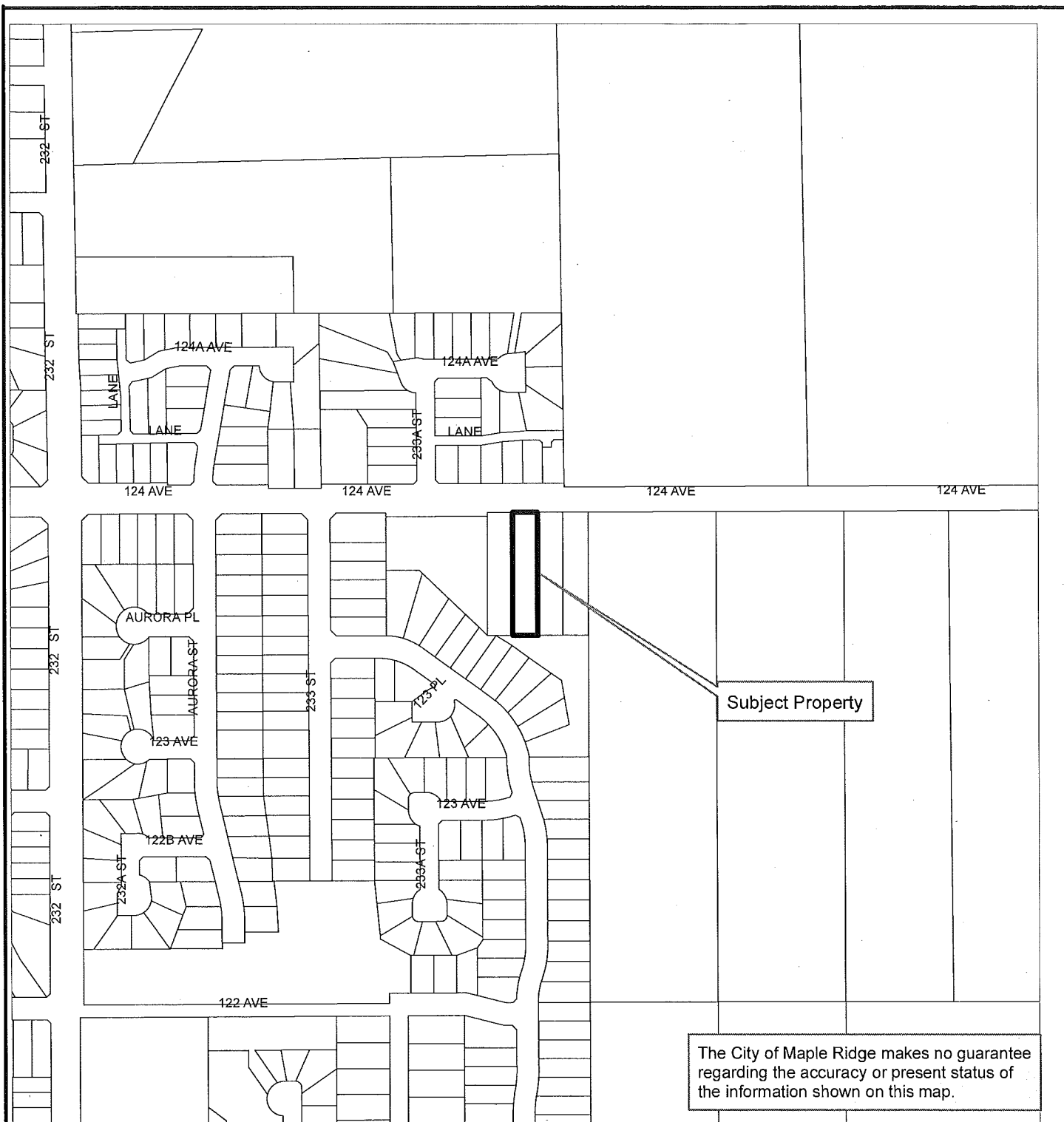
British Columbia

mapleridge.ca

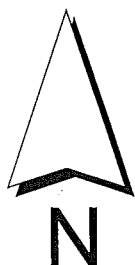
FILE: Untitled

DATE: Jul 24, 2018

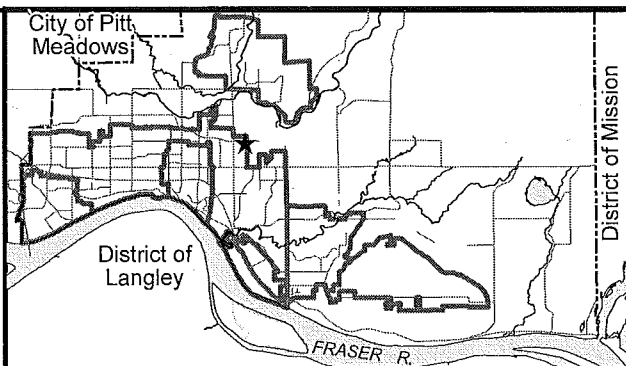
BY: C3



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



Scale: 1:4,215



23376 124 Ave

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

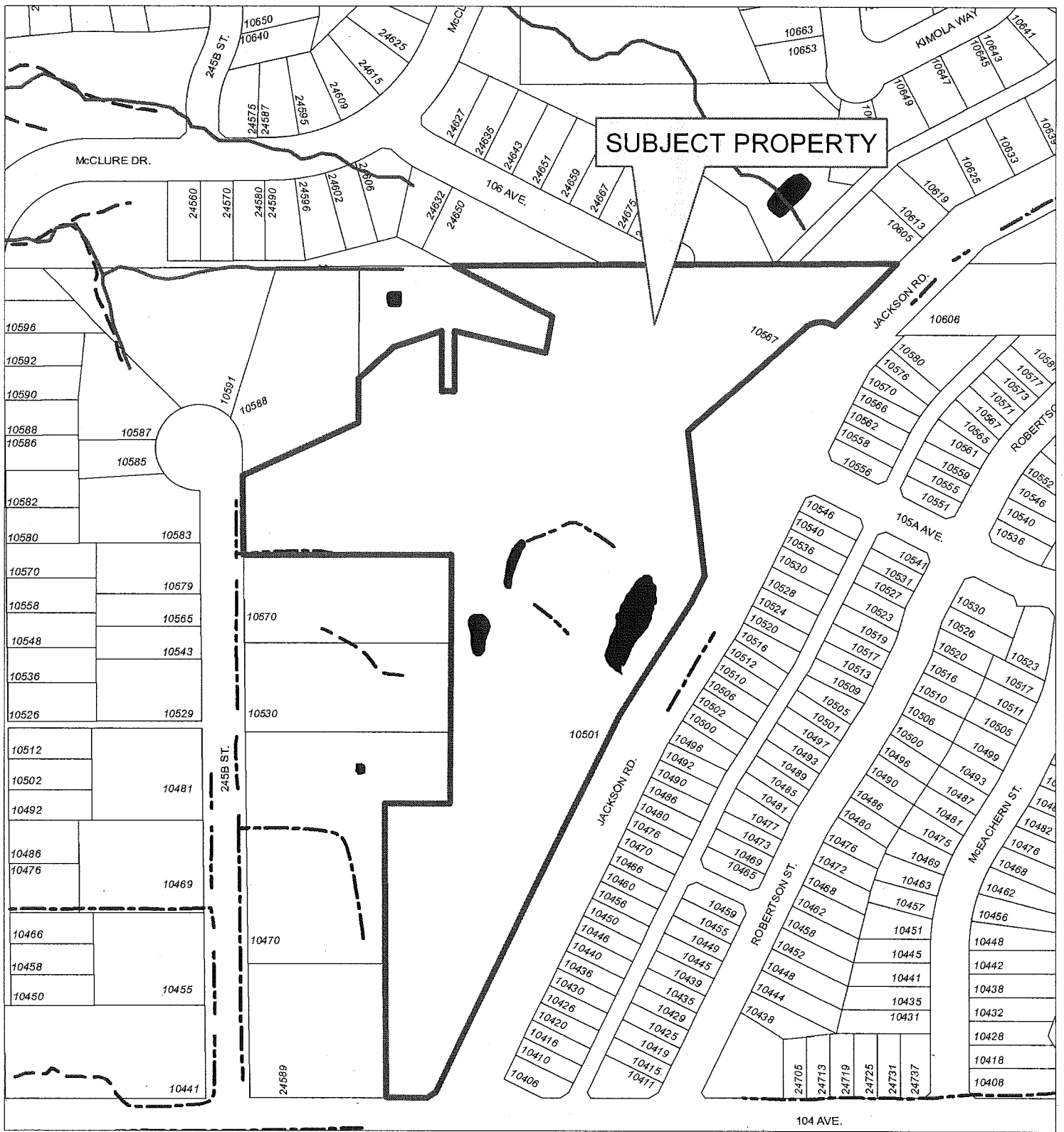
British Columbia

mapleridge.ca







FILE: Subject_Map10.4.1

DATE: Jul 23, 2018

BY: AA

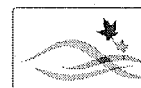


Legend

-  Stream
-  Indefinite Creek
-  Lake or Reservoir
-  Marsh
-  River
-  Major Rivers & Lakes

10501 JACKSON ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2017-154-sd
DATE: Apr 21, 2017

BY: JV

Scale: 1:2,500

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

July 31, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Amanda Sprague, Recording Secretary

1. 2017-062-SD

LEGAL: Parcel "A" (Plan with Bylaw Filed 36364) Lot 27 Section 27 Township
12 New Westminster District Plan 2622

LOCATION: 24197 Fern Crescent

OWNER: Joel G Lycan, Michelle L Lycan, Double Gold Holdings Ltd.

REQUIRED AGREEMENTS: Road Dedication Plan for 128th Avenue 2017-062-SD

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 2017-062-SD.**

CARRIED

2. 18-108701

LEGAL: Lot 7 Section 30 Township 12 New Westminster District Plan 18761

LOCATION: 13325 Cedar Way

OWNER: Bloom Holdings Ltd.

REQUIRED AGREEMENTS: Flood Protection Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 18-108701.**

CARRIED

3. 2015-297-RZ

LEGAL:

1. Lot 31 District Lots 402 and 403 Group 1 New Westminster District Plan 61595
2. Lot 32 District Lots 402 and 403 Group 1 New Westminster District Plan 61595
3. Lot 27 Except: Part on Statutory Right of Way Plan 71204; District Lot 403 Group 1 New Westminster District Plan 44493
4. Lot 28 Except Part in Highway Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493
5. Lot 29, Except: Part on Statutory Right of Way Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493
6. Lot 3 Section 16 Township 12 New Westminster District Plan 17222
7. Parcel "M" (Reference Plan 681) District Lot 403 Group 1 New Westminster District
8. Parcel "One" (Explanatory Plan 8328) of Parcel "J" (Reference Plan 3829) Except: Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District
9. Parcel "D" (Reference Plan 1017) South West Quarter Section 16 Township 12 New Westminster District
10. Parcel "L" (Reference Plan 3957) of Parcel "J" (Reference Plan 3829) Except: Firstly; Part on Statutory Right of Way Plan 4834; Secondly: Part Lying South of Road Shown on Statutory Right of Way Plan 4834; Thirdly: Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District
11. Parcel "J" (Reference Plan 3829) Except: Firstly: Part on Statutory Right of Way Plan 3041; Secondly: Parcel "L" (Reference Plan 3957); Thirdly: Part on Statutory Right of Way Plan 4834; Fourthly: Parcel "One" (Explanatory Plan 8328); Fifthly: Part within Heavy Outline Taken by Highway Statutory Right of Way Plan 63428; District Lots 402 and 403 Group 1 New Westminster District

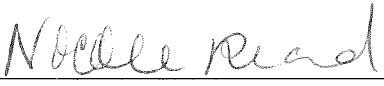
LOCATION: 23075 Lougheed Highway, 23070 Lougheed Highway, 23025 Lougheed Highway, 11383 232 Street, 23095 Lougheed Highway, 23089 Lougheed Highway, 11305 232 Street, 23060 Lougheed Highway, 23054 Lougheed Highway, 11438 232 Street, 11428 232 Street

OWNER: Polygon Provenance Homes Ltd.

REQUIRED AGREEMENTS: Enhancement & Replanting Agreement

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

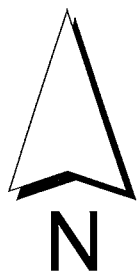
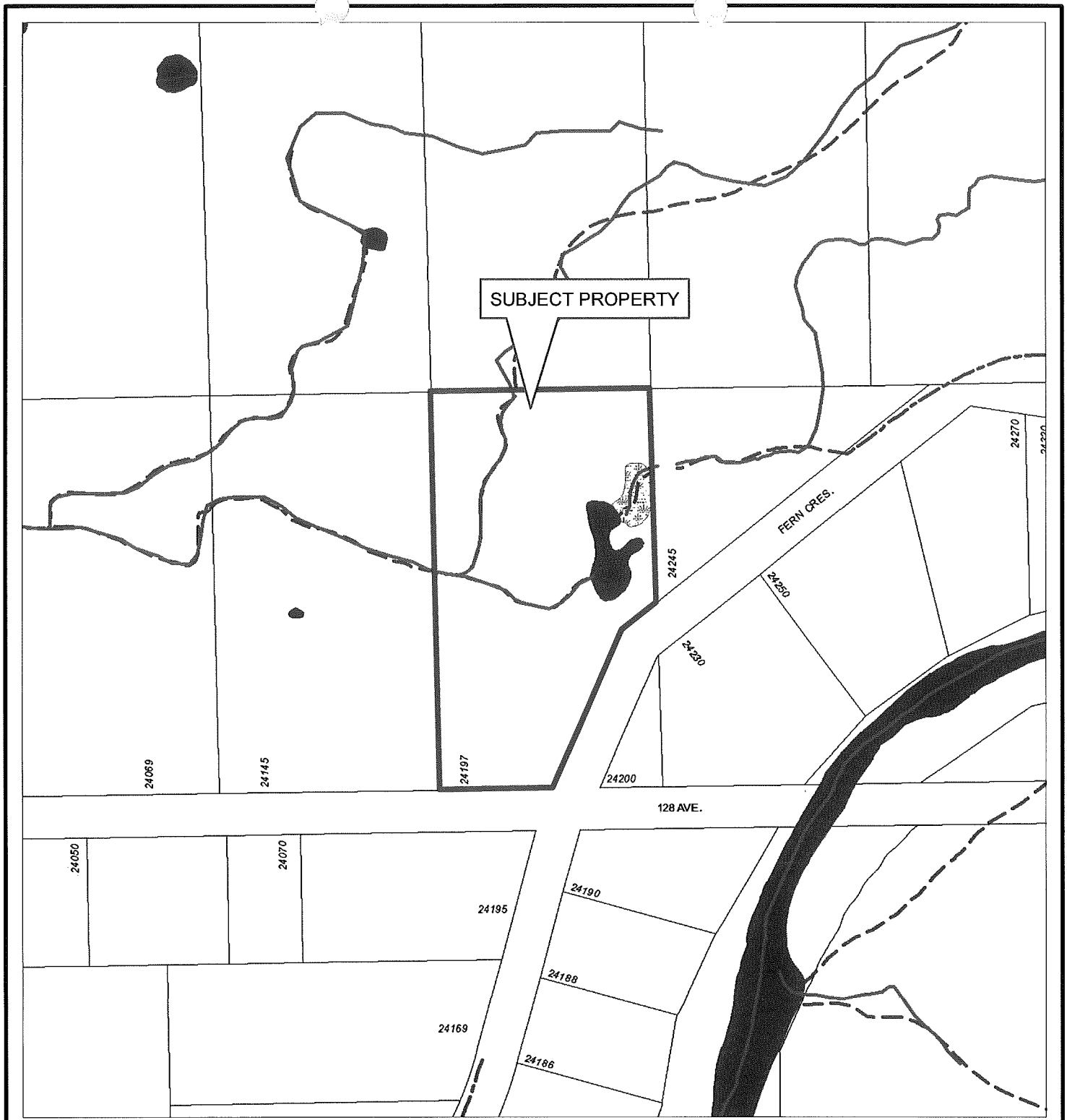
CARRIED



Nicole Read, Mayor
Chair








Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,500

Legend

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

24197 Fern Crescent

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2017-062-SD

DATE: Mar 2, 2017

BY: PC

13375

13370

13343

SUBJECT PROPERTY

13325

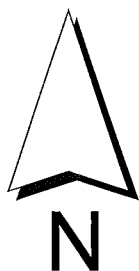
13205

13301

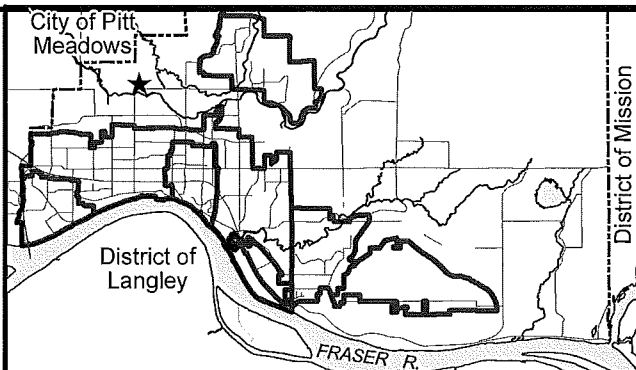
CEDAR WAY

132 AVE.

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



Scale: 1:2,000



13325 CEDAR WAY FLOOD PROTECTION COVENANT

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

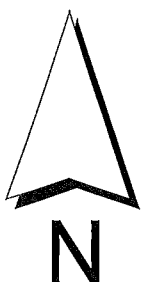
British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1
DATE: Jul 27, 2018

BY: JP

APPENDIX A



Scale: 1:5,000

Legend

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

BC TRANSPORTATION PROPERTIES

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2015-297-RZ

DATE: Oct 8, 2015

BY: PC

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

August 10, 2018
Mayor's Office

CIRCULATED TO:

Gordy Robson, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Johanna Macdonell, Recording Secretary

1. 2017-120041

LEGAL: Lot 13 Section 19 Township 15 New Westminster District Plan
LMP19841

LOCATION: 1-26497 126 Avenue

OWNER: Rose M Knight & Garry F Knight

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

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENTS AS THEY RELATE TO 2017-120041.**

CARRIED

2. 18-116861

LEGAL: Lot 24 Section 28 Township 12 New Westminster District Plan
BCP29631

LOCATION: 23655 Bryant Drive

OWNER: Arron D Oberman & Erin E Oberman

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 18-116861.**

CARRIED

3. 17-123953

LEGAL: Lot 13 District Lot 263 Group 1 New Westminster District Plan
EPP66467

LOCATION: 12380 Allison Street

OWNER: Asana Askarian

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 17-123953.

CARRIED

4. 17-115682

LEGAL: Strata Lot 50 Section 11 Township 12 New Westminster District
Strata Plan EPS234

LOCATION: 25541 Godwin Drive

OWNER: Noelene A Mascia & Rodolfo Mascia

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 17-115682.

CARRIED

5. 2016-223-SD

LEGAL: Lot A (W165034E) District Lot 279 Group 1 New Westminster District
Plan 114

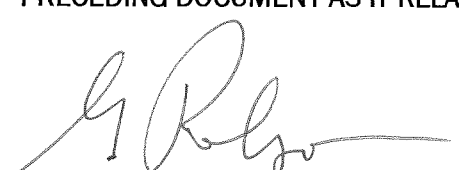
LOCATION: 20434 Chigwell Street

OWNER: Bert G Pogany & Fay D Pogany

REQUIRED AGREEMENTS: Flood Protection Covenant

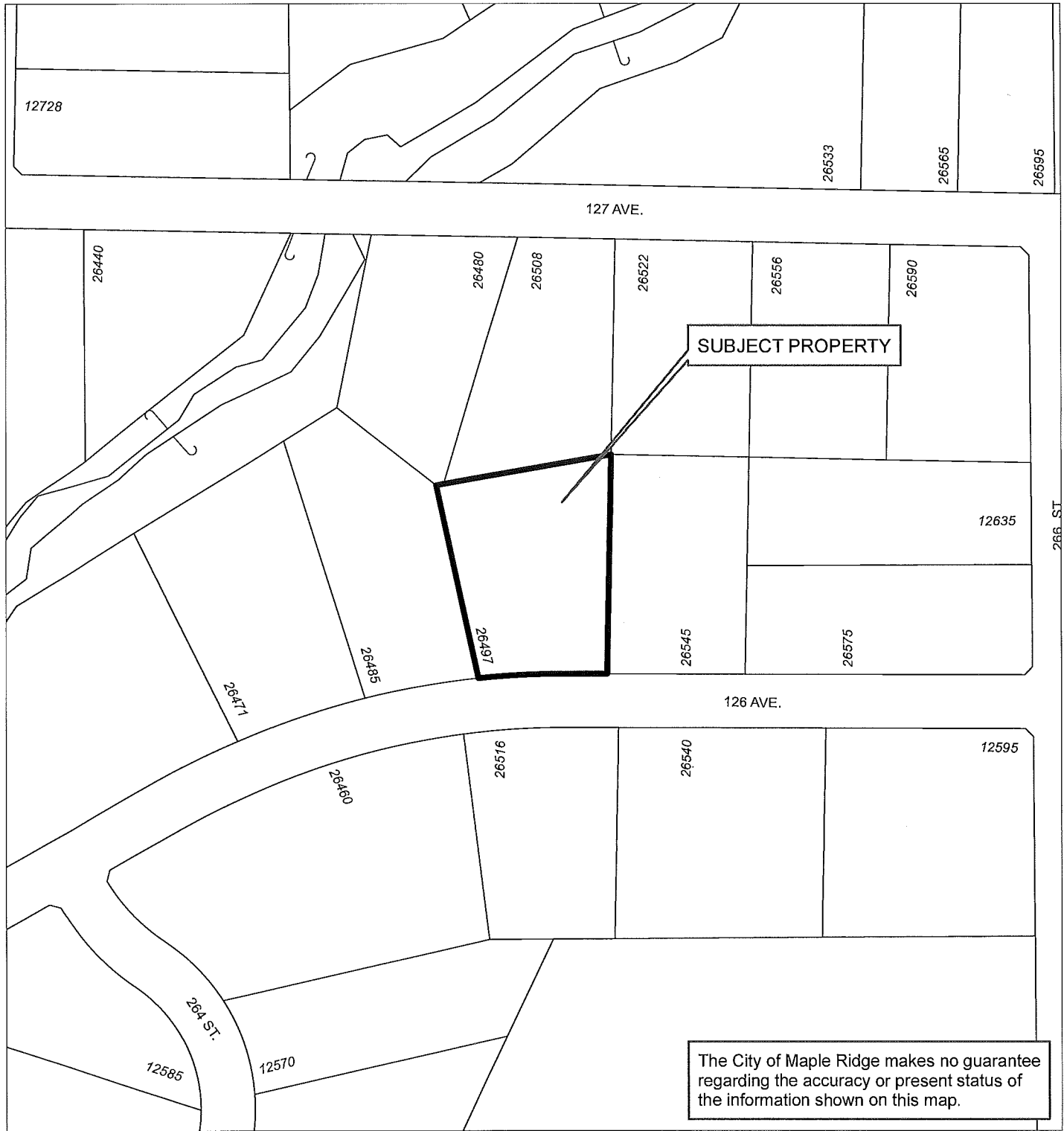
THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 2016-223-SD.

CARRIED

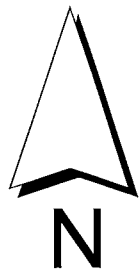


Gordy Robson, Acting Mayor
Chair

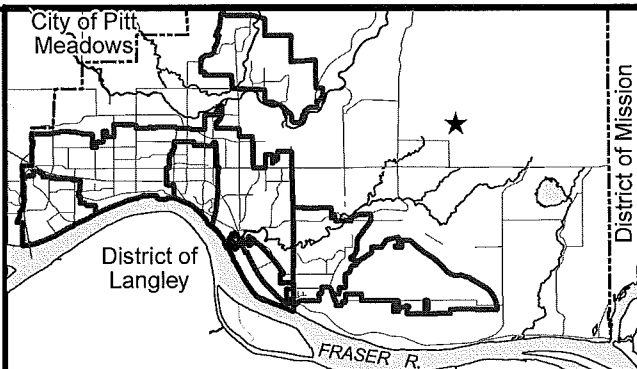
Paul Gill, Chief Administrative Officer
Member



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



Scale: 1:2,000



26497 126 Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

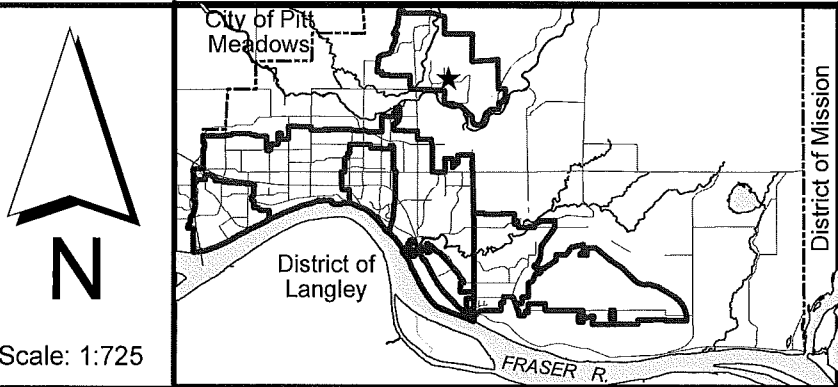
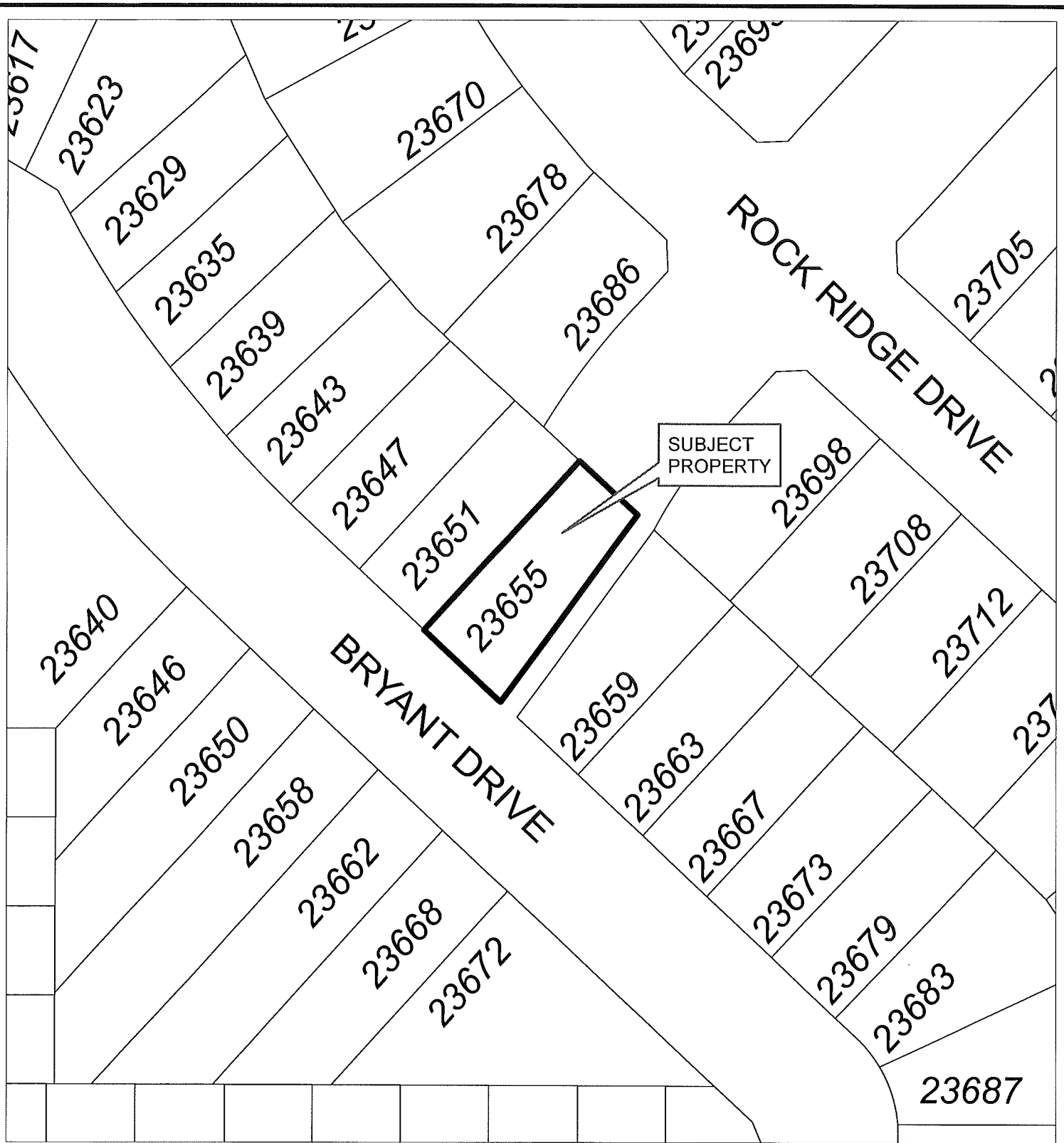
British Columbia


mapleridge.ca

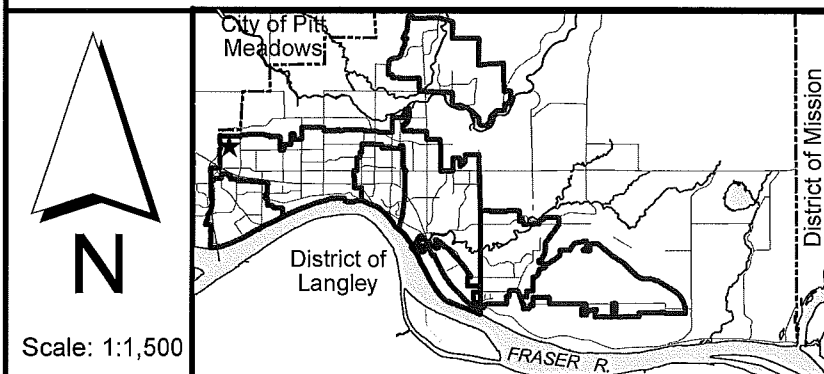
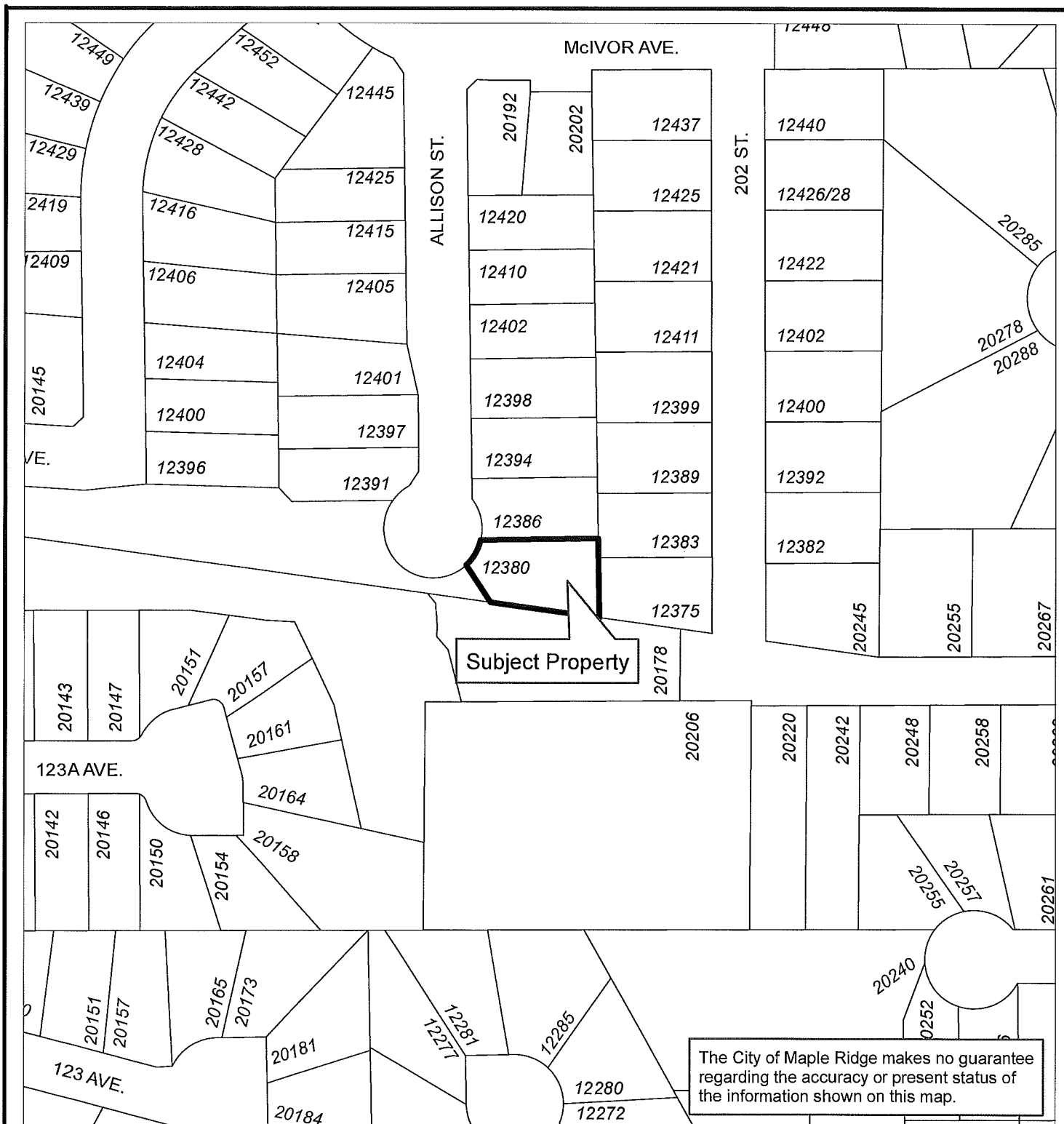
FILE: Subject_Map10.4.1.mxd

DATE: Aug 3, 2018

BY: NV



23655 BRYANT DRIVE	
ENGINEERING DEPARTMENT	
	MAPLE RIDGE British Columbia
mapleridge.ca	
FILE: Untitled DATE: Jul 27, 2018	BY: C3



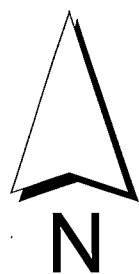
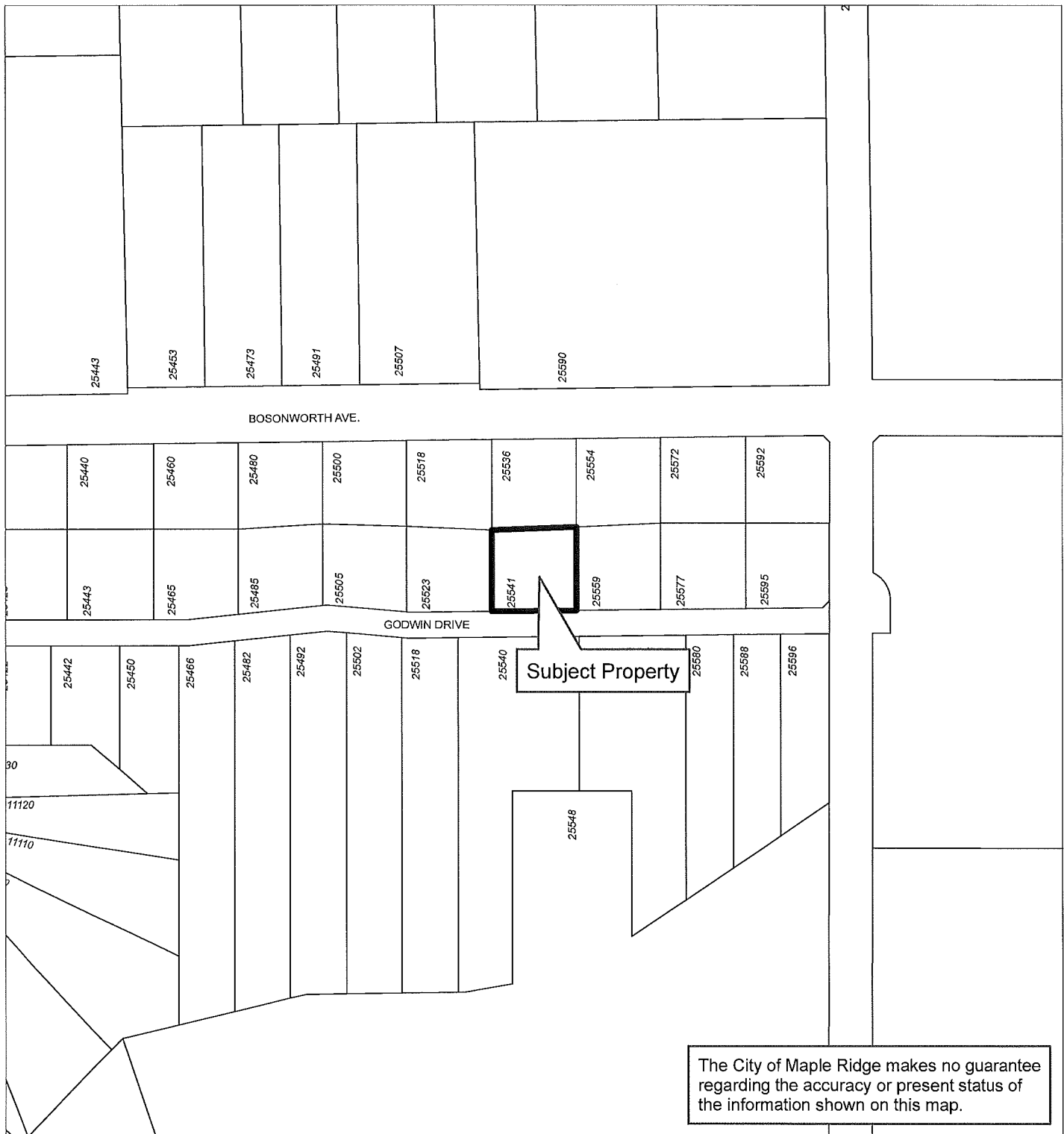
12380 Allison St

ENGINEERING DEPARTMENT

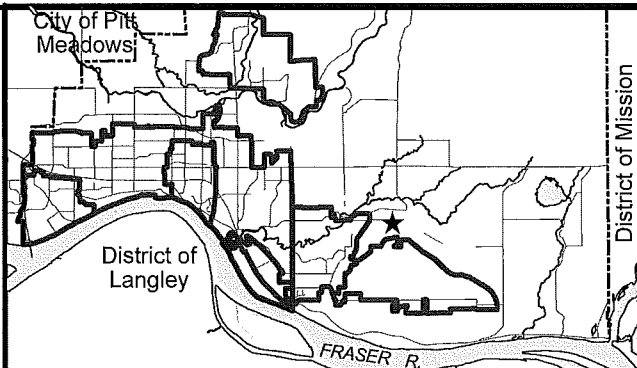
 **MAPLE RIDGE**
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Jul 31, 2018
BY: C3



Scale: 1:2,500



25541 Godwin St

ENGINEERING DEPARTMENT



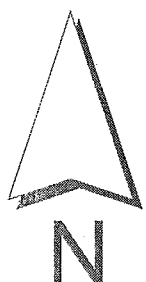
MAPLE RIDGE

British Columbia

mapleridge.ca

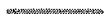



FILE: Untitled
DATE: Aug 2, 2018

BY: C3



Scale: 1:2,500

Legend

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

20434 Chigwell St

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2016-223-SD
DATE: Jun 17, 2016

BY: JV

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

August 14, 2018
Mayor's Office

CIRCULATED TO:

Gordy Robson, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2016-004-RZ

LEGAL: Lot 39 Section 28 Township 12 New Westminster District Plan 40978

LOCATION: 13245 236 Street

OWNER: 1052160 B.C. Ltd. (Raj Dhaliwal)

REQUIRED AGREEMENTS: Rezoning Servicing Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-004-RZ.

CARRIED

2. 2017-291-SD

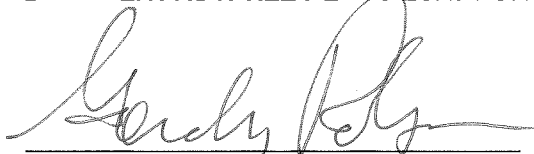
LEGAL: Lot 1 Section 10 Township 12 New Westminster District Plan EPP80804

LOCATION: 24093 104 Avenue, 24137 104 Avenue, PID 009-437-061 104 Avenue

OWNER: The Board of Education of School District No. 42

REQUIRED AGREEMENTS: Geotechnical Covenant; Rezoning Servicing Agreement;
Access Easement; Servicing Easement;
Stormwater Management Covenant;
Agreement of Purchase and Sale Addendum;
Certificate as to GST Registered – Status of Purchaser;
Property Transfer Tax Return;
Purchaser's Statement of Adjustments; Notice of Interest

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-291-SD.

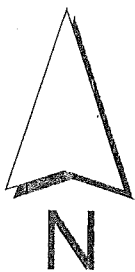
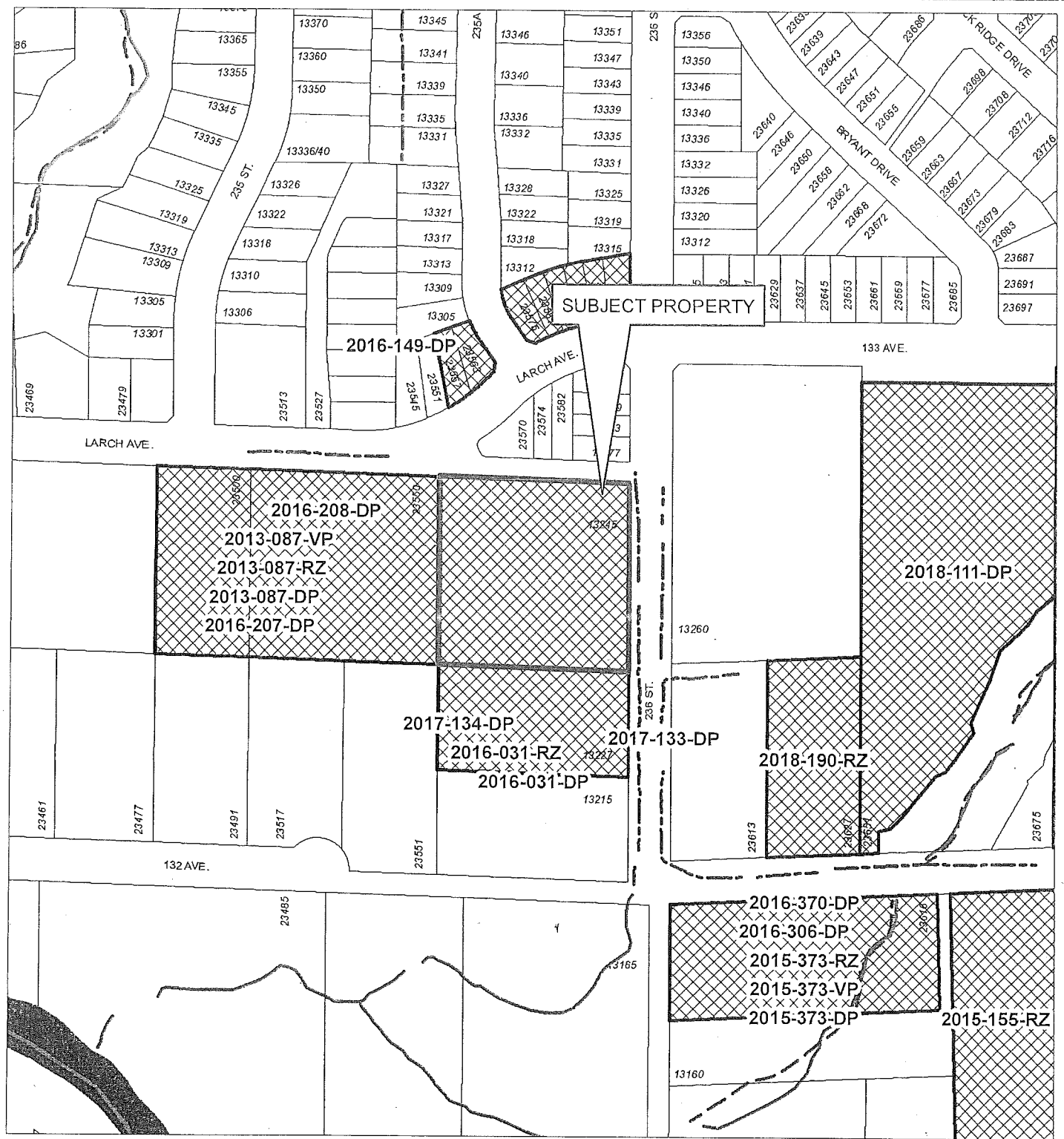


Gordy Robson, Acting Mayor
Chair

CARRIED



Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,500

Legend

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

13245 236 Street

PLANNING DEPARTMENT



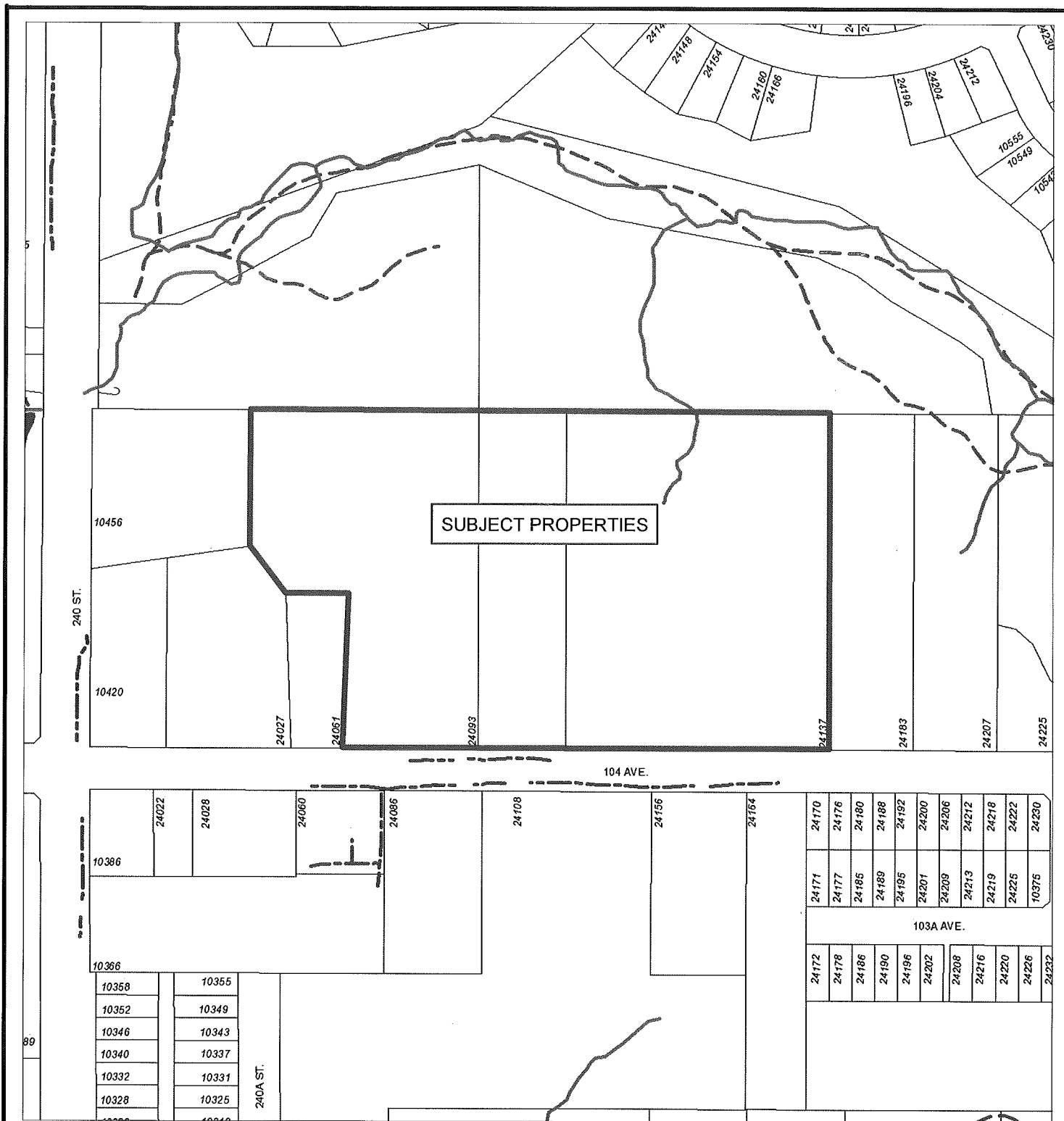
MAPLE RIDGE

British Columbia

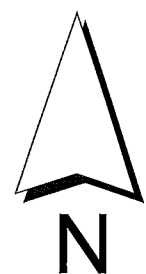
mapleridge.ca

2016-004-RZ.2
DATE: Jul 9, 2018

BY: LP







SUBJECT PROPERTIES



Scale: 1:2,500

Legend

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

24093 104 AVENUE
P.I.D. 009-437-061 104 AVENUE
24137 104 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-291-SD

DATE: Feb 1, 2018

BY: PC

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

August 17, 2018
Mayor's Office

CIRCULATED TO:

Gordon Robson, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2018-058-SD

LEGAL: Lot 83 Section 3 Township 12 New Westminster District Plan
EPP53452

LOCATION: 24775 101B Avenue

OWNER: Harry and Norma Redmond

REQUIRED AGREEMENTS: Discharge (No Build Covenant) (CA4726668)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-058-SD.

CARRIED

2. 2016-352-RZ

LEGAL: Parcel "A" (Reference Plan 7941) Lot 1 Except: Part Dedicated Road
Plan NWP87590, Section 17 Township 12 New Westminster District
Plan 3179

LOCATION: 23004 Dewdney Trunk Road

OWNER: Wasti Holdings Ltd.

REQUIRED AGREEMENTS: Stormwater Pump System Covenant
Stormwater Management Covenant
Release of Stormwater Management Covenant
(CA6457903/04)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-352-RZ.

CARRIED

3. 18-106625 BG

LEGAL: Lot 29 Section 3 Township 12 New Westminster District Plan
EPP23645

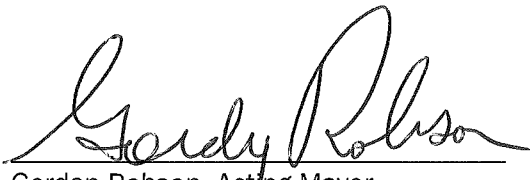
LOCATION: 10058 247B Street

OWNER: Subhro and Devi Ganguly

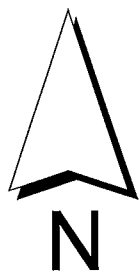
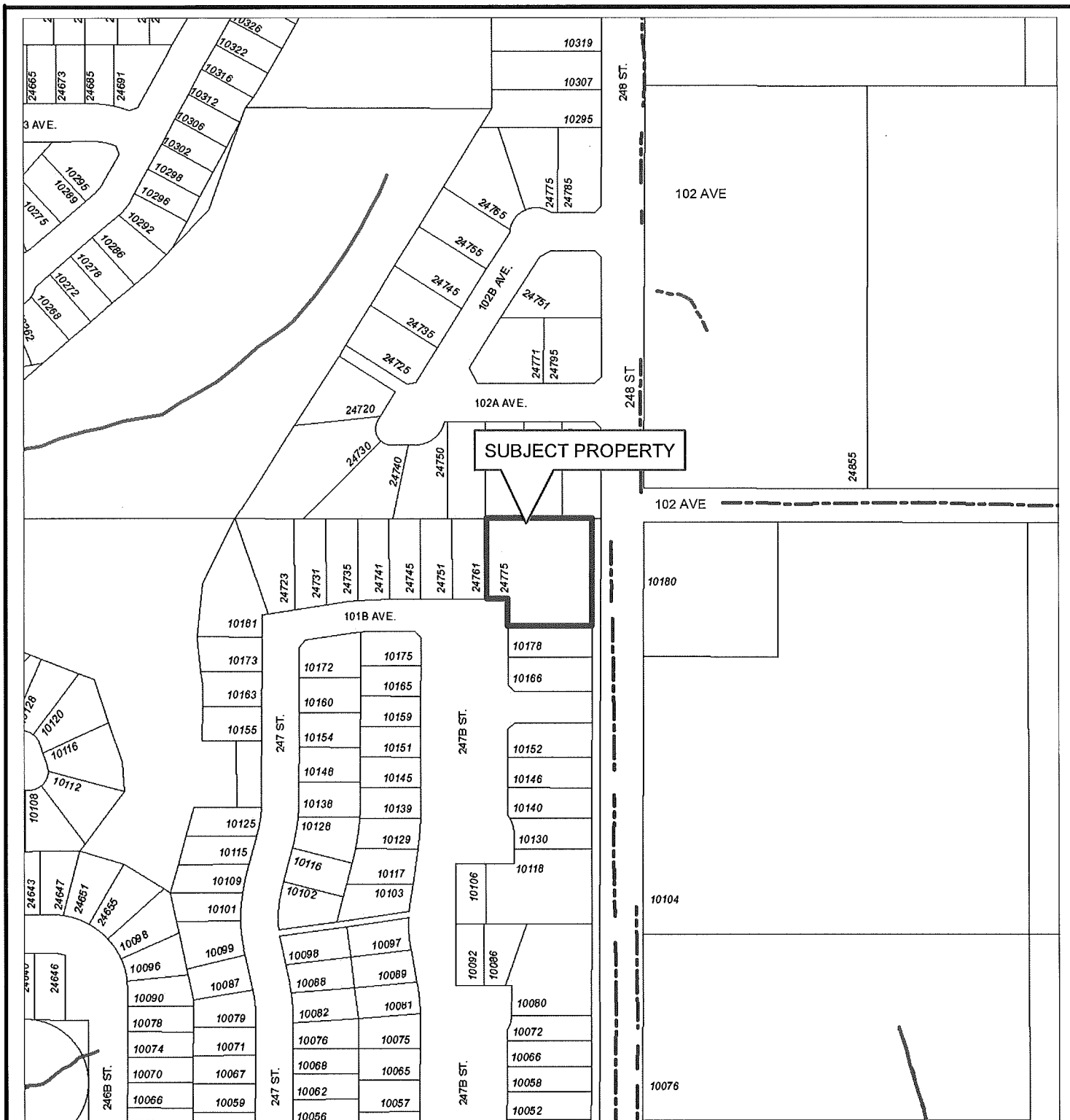
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-106625 BG.

CARRIED





Gordon Robson, Acting Mayor
Chair


Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,500

Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek

24775 101B AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

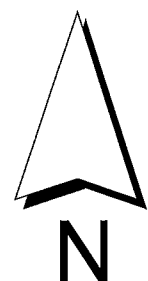
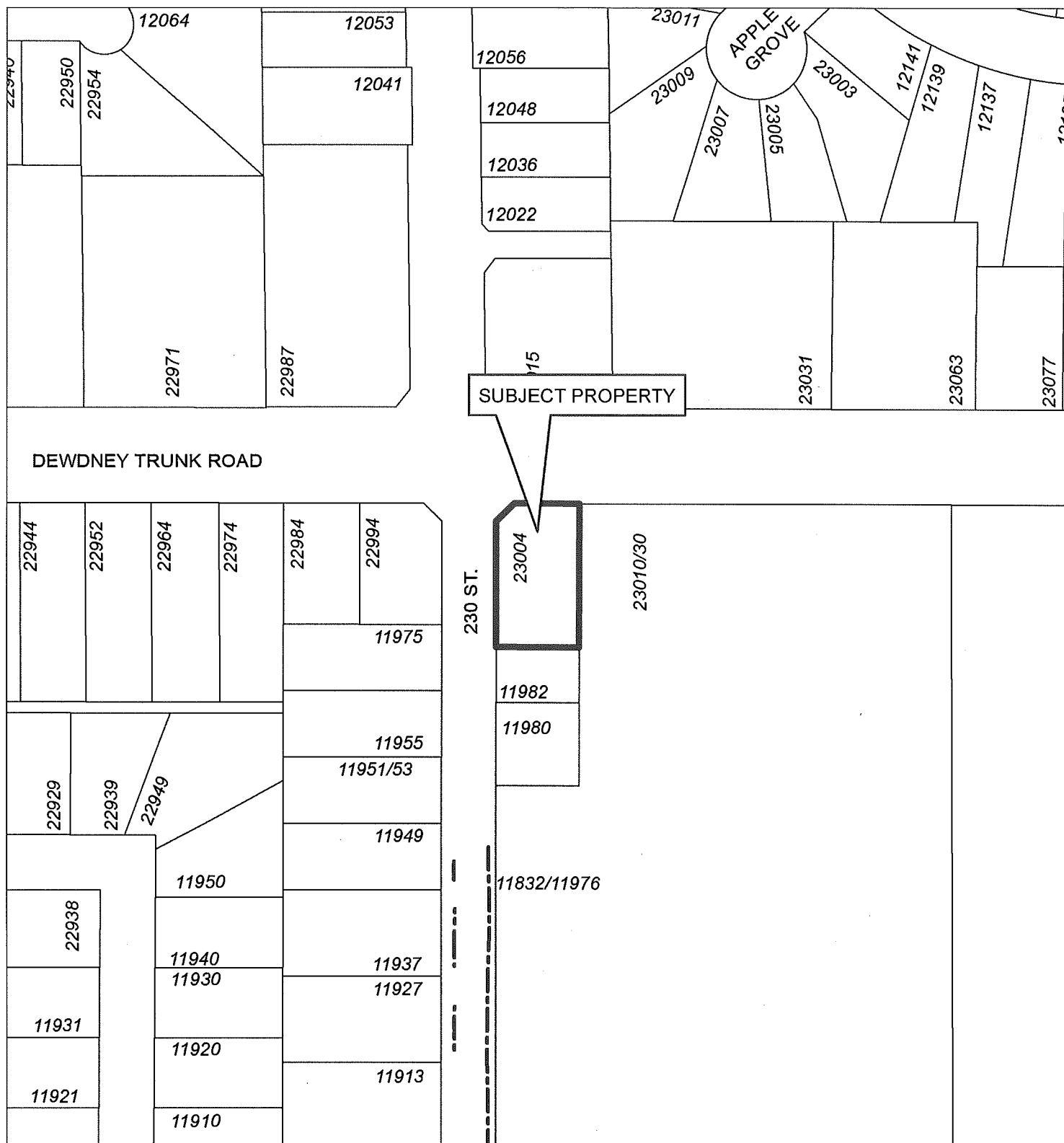
British Columbia

mapleridge.ca

FILE: 2018-058-SD





DATE: Feb 16, 2018

BY: PC



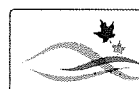
Scale: 1:1,500

Legend

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

23004 Dewdney Trunk Road

PLANNING DEPARTMENT



MAPLE RIDGE

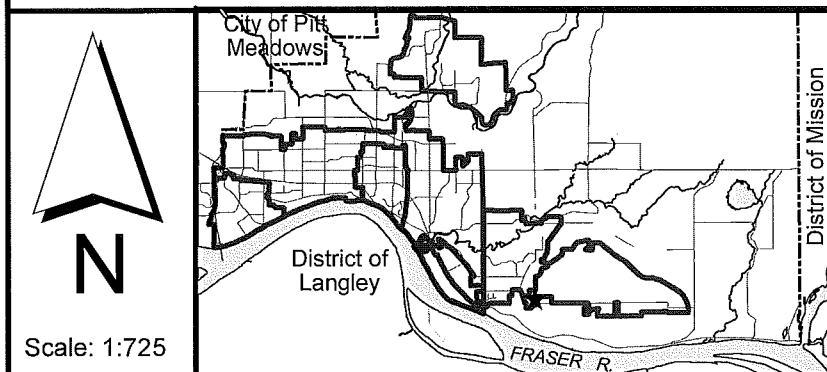
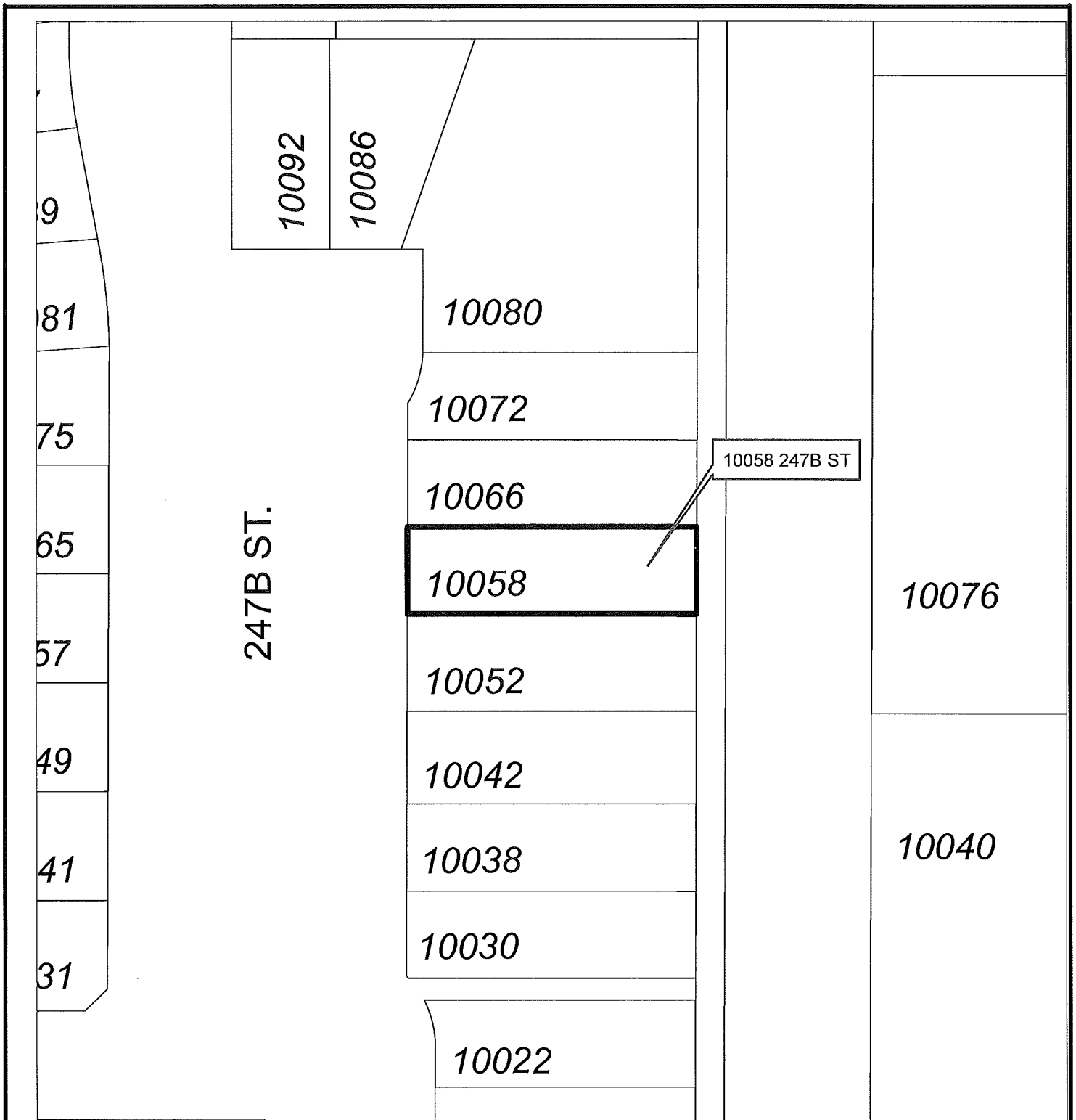
British Columbia

mapleridge.ca

2016-352-RZ

DATE: Sep 9, 2016

BY: JV



10058 247B St.

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Untitled

DATE: Aug 16, 2018

BY: C3

Scale: 1:725

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

August 21, 2018
Mayor's Office

CIRCULATED TO:

Gordon Robson, Acting Mayor
Chair

Frank Quinn, Acting Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 18-108973

LEGAL: Lot 31 Section 20 Township 12 New Westminster District Plan 24720
LOCATION: 12064 230 Street
OWNER: Alpna Puri
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 18-108973.**

CARRIED

2. 18-115753

LEGAL: Lot 2 District Lot 279 Group 1 New Westminster District Plan 70813
LOCATION: 20419 Lorne Avenue
OWNER: Rhys Christopher Carmichael
REQUIRED AGREEMENTS: Flood Protection Covenant

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 18-115753.**

CARRIED

3. 18-115393

LEGAL: Lot 9 District Lot 279 Group 1 New Westminster District Plan 78732

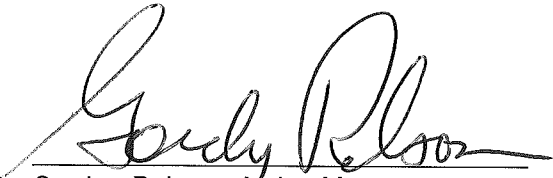
LOCATION: 11372 Melville Street

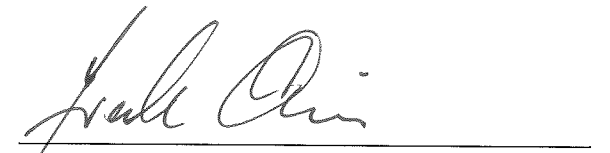
OWNER: Gurdeev Singh Gidda and Geeta Gidda

REQUIRED AGREEMENTS: Flood Protection Covenant
Release of Covenant (AB152747)

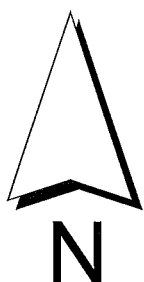
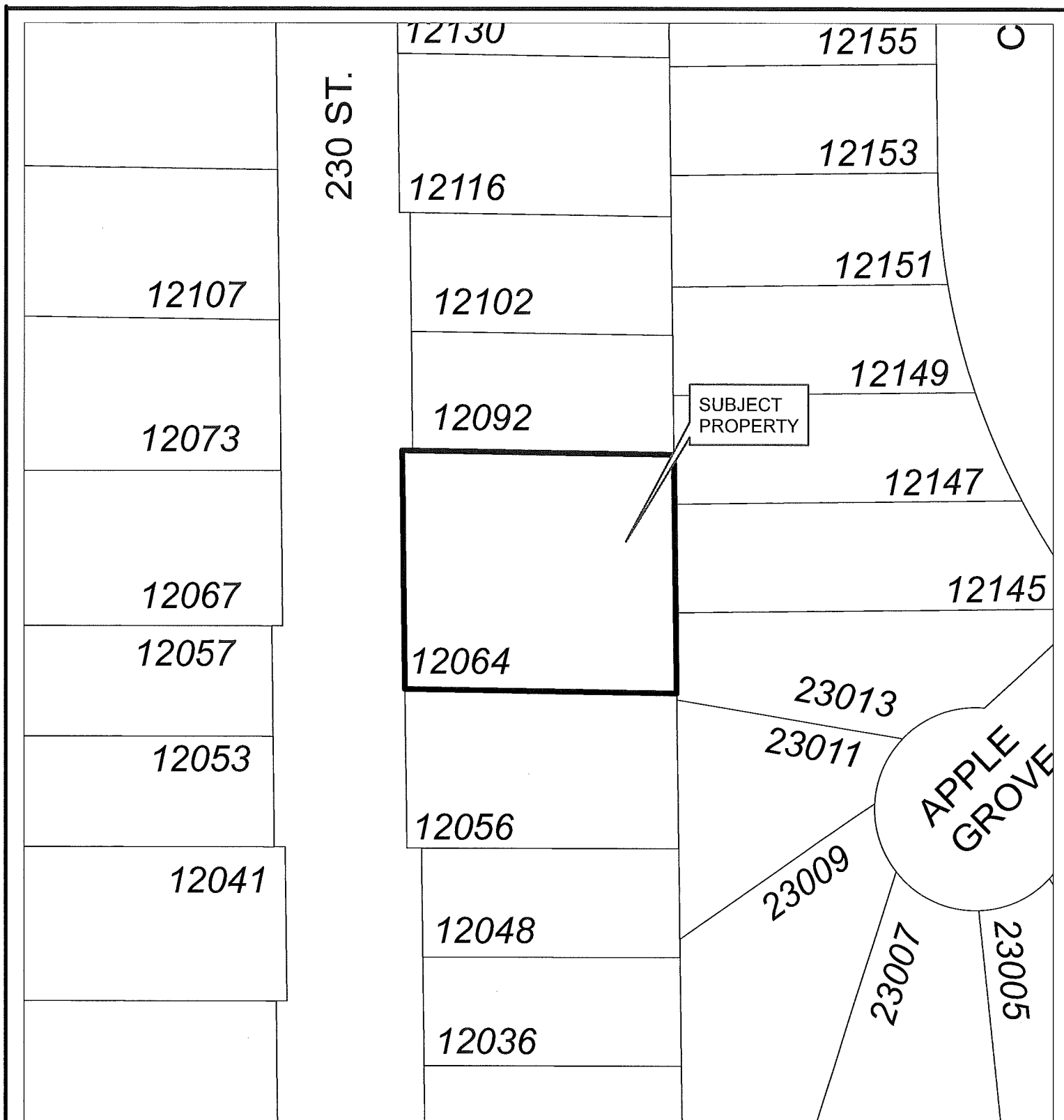
**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE
PRECEDING DOCUMENT AS IT RELATES TO 18-115353.**

CARRIED

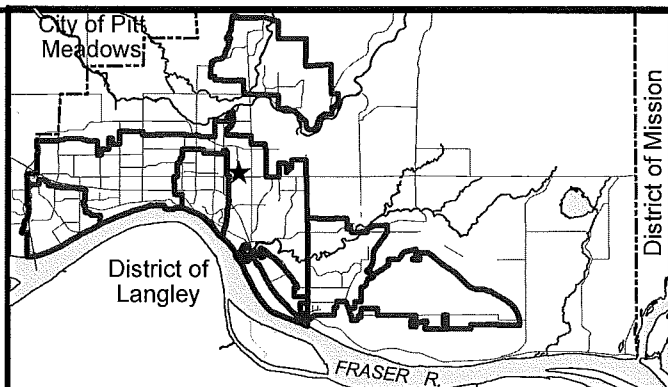


Gordon Robson, Acting Mayor
Chair

Frank Quinn, Acting Chief Administrative Officer
Member



Scale: 1:725



12064 230 ST

ENGINEERING DEPARTMENT



MAPLE RIDGE

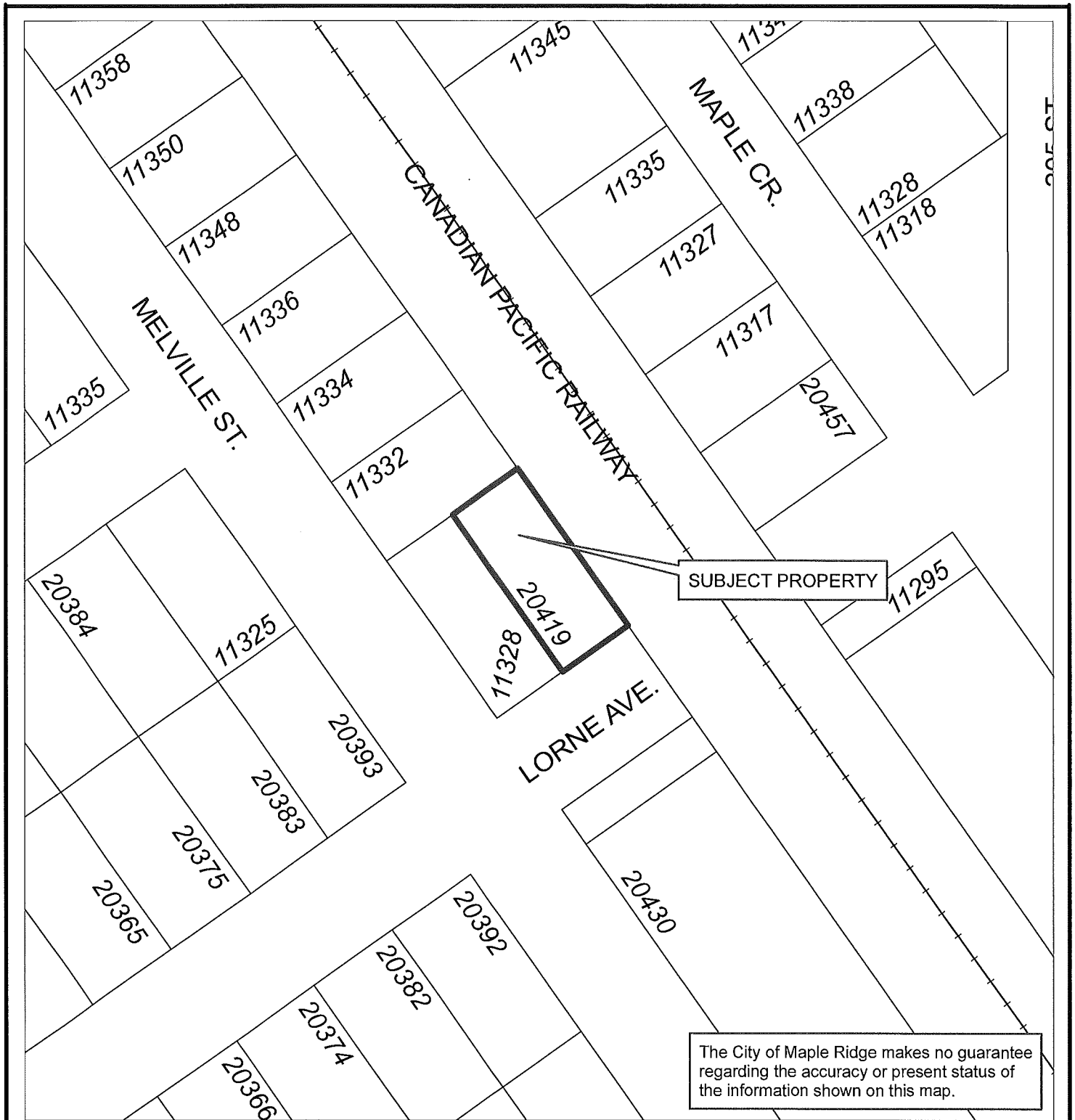
British Columbia

mapleridge.ca

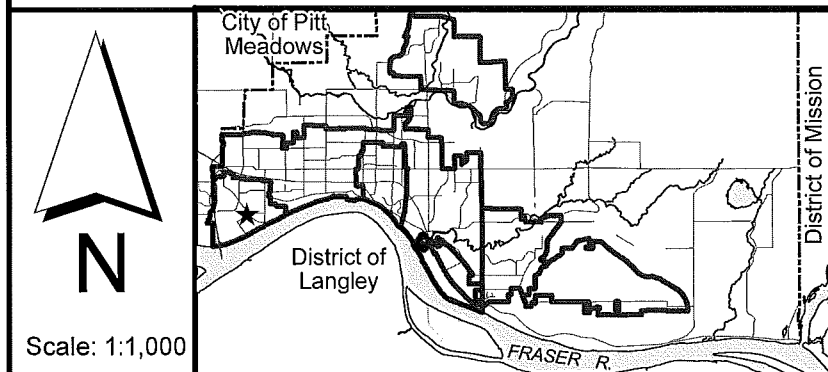
FILE: Untitled

DATE: Aug 16, 2018

BY: C3



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



20419 LORNE AVENUE FLOOD PROTECTION COVENANT

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

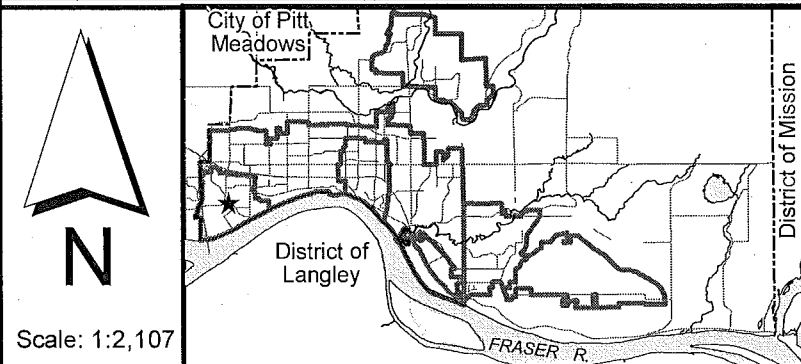
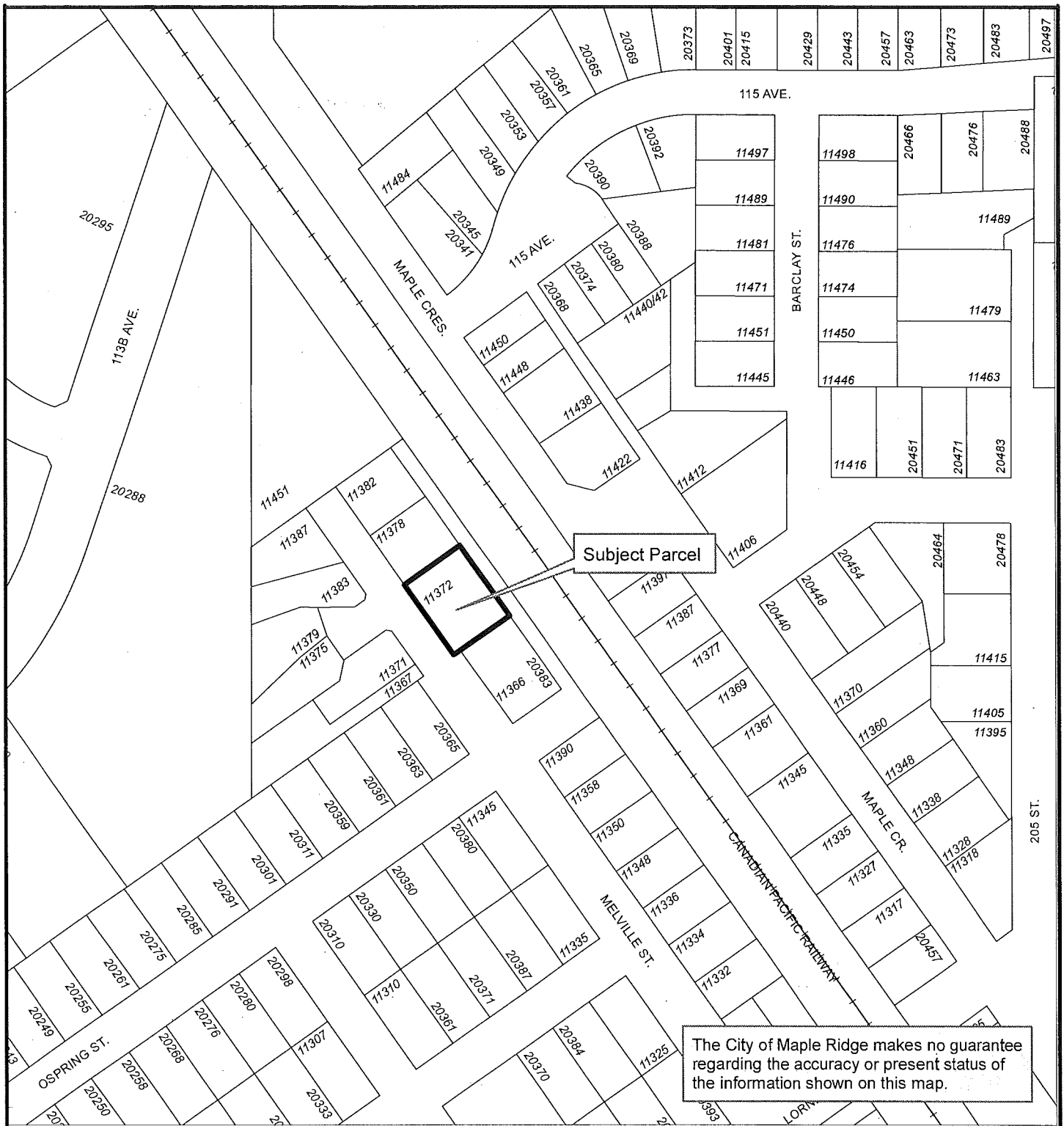
British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1

DATE: Aug 20, 2018

BY: JP



11372 Melville St.

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1
 DATE: Aug 17, 2018
 BY: AA

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

August 28, 2018
Mayor's Office

CIRCULATED TO:

Gordon Robson, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 17-127141 BG

LEGAL: Lot 9 District Lot 222 Group 1 New Westminster District Plan
LMP2183

LOCATION: 11830 West Street

OWNER: Alan and Donna Evanson

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 17-127141 BG.**

CARRIED

2. 17-120058 BG

LEGAL: Strata Lot 46 Section 11 Township 12 New Westminster District
Strata Plan EPS234

LOCATION: 25596 Godwin Drive

OWNER: Trevor and Edna Fox

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 17-120058 BG.**

CARRIED

3. 17-117491 BG

LEGAL: Strata Lot 39 Section 11 Township 12 New Westminster District
Strata Plan EPS234

LOCATION: 25492 Godwin Drive

OWNER: Gurvinder Kumar

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-117491 BG.

CARRIED

4. 18-114744 BG

LEGAL: Lot 41 and 42, both of Section 25 Township 12 New Westminster
District Plan BCP42202

LOCATION: 12835 and 12855 Lilley Drive

OWNER: Blue Mountain Business Park Ltd.

REQUIRED AGREEMENTS: Geotechnical Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-114744 BG.

CARRIED

5. 5245-20-2013-107

LEGAL: Lots 6 to 12, all of Section 22 Township 12 New Westminster District
Plan EPP72767

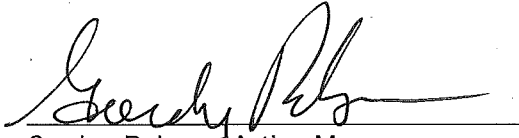
LOCATION: 24052, 24058, 24064, 24076, 24082, 24090, and
24098 127B Avenue

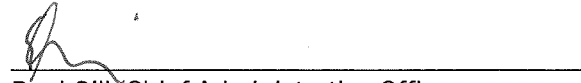
OWNER: CIPE Homes Inc.

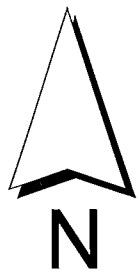
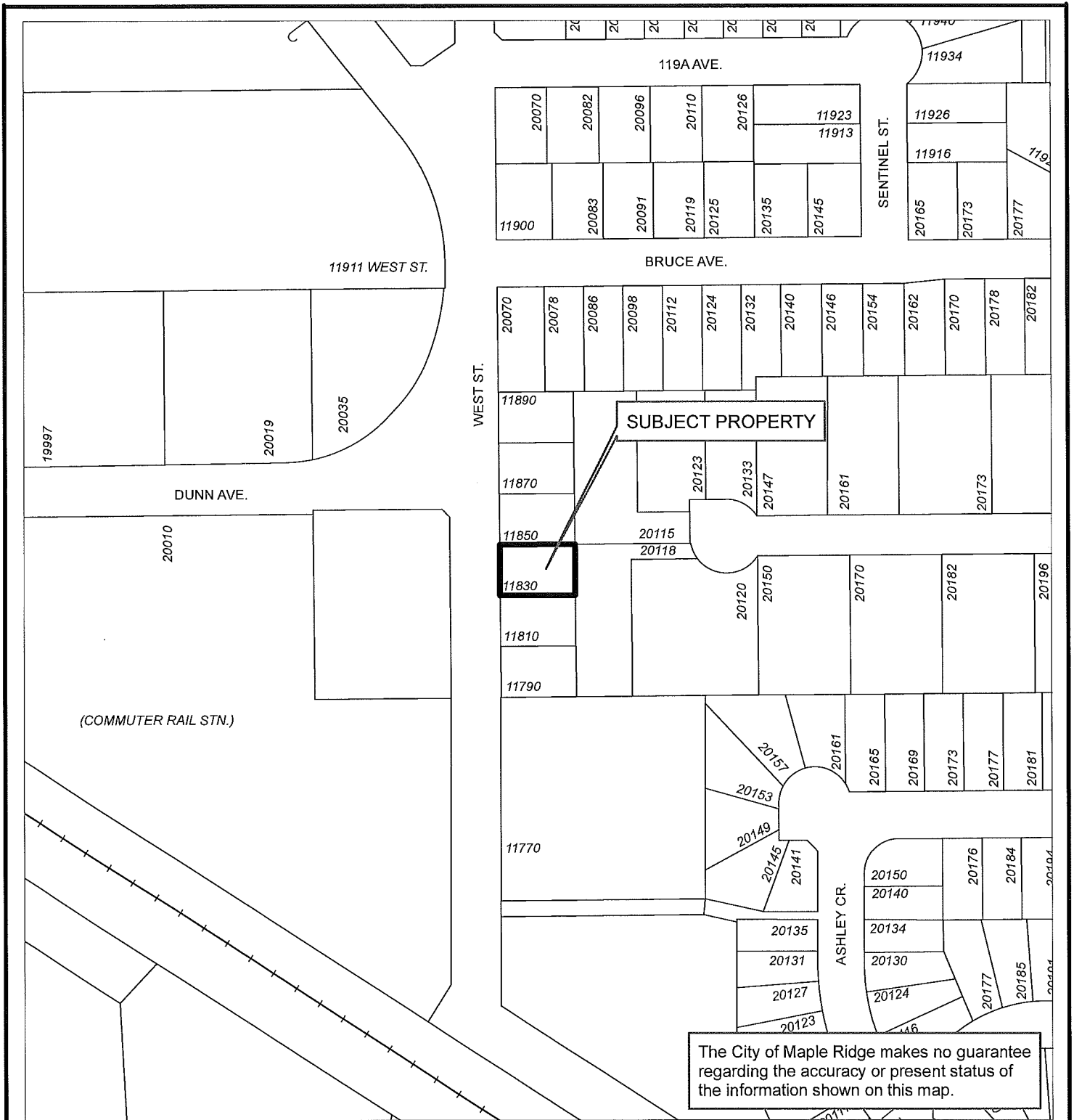
REQUIRED AGREEMENTS: Statutory Right of Way (Utilities)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-2013-107.

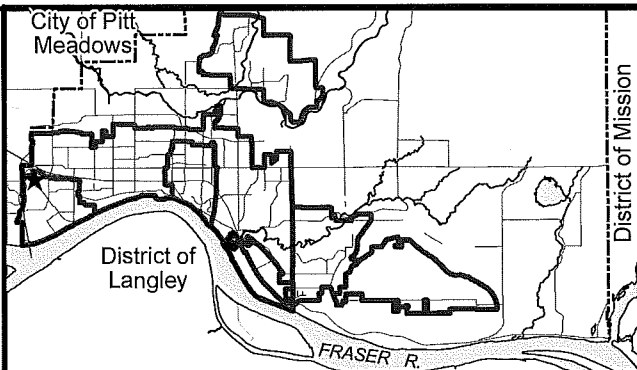
CARRIED


Gordon Robson, Acting Mayor
Chair


Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,000



11830 West Street

ENGINEERING DEPARTMENT



MAPLE RIDGE

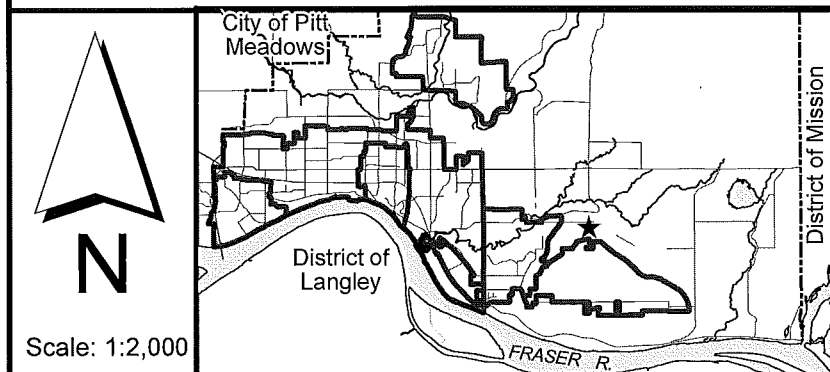
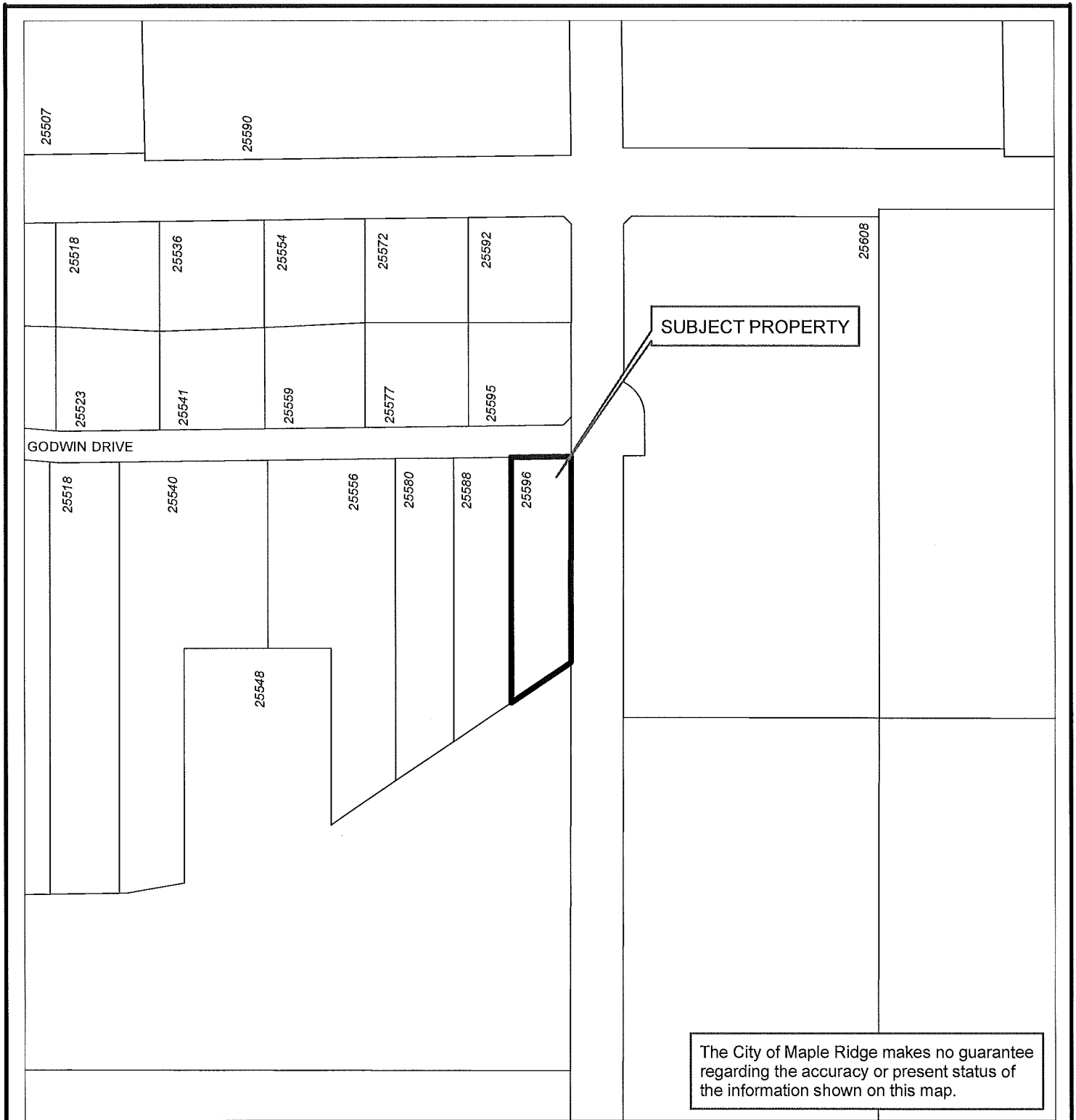
British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd


DATE: Aug 24, 2018

BY: NV



25596 Godwin Drive

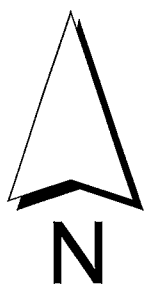
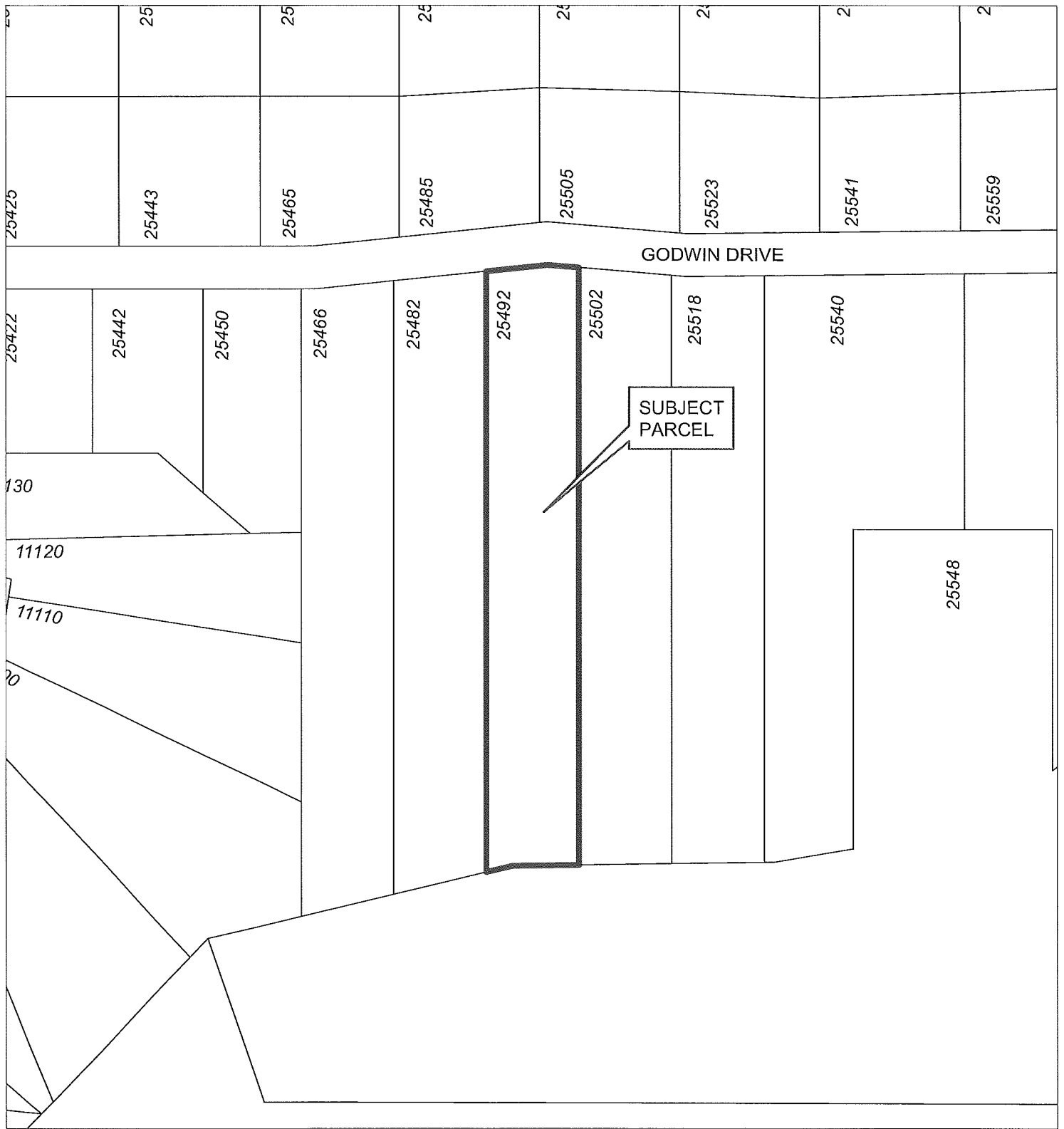
ENGINEERING DEPARTMENT

 **MAPLE RIDGE**
British Columbia

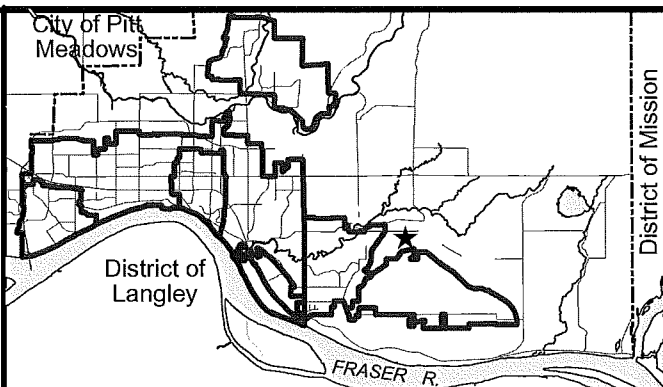
mapleridge.ca

FILE: Subject_Map10.4.1.mxd
DATE: Aug 24, 2018

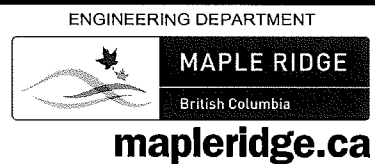
BY: NV



Scale: 1:1,500

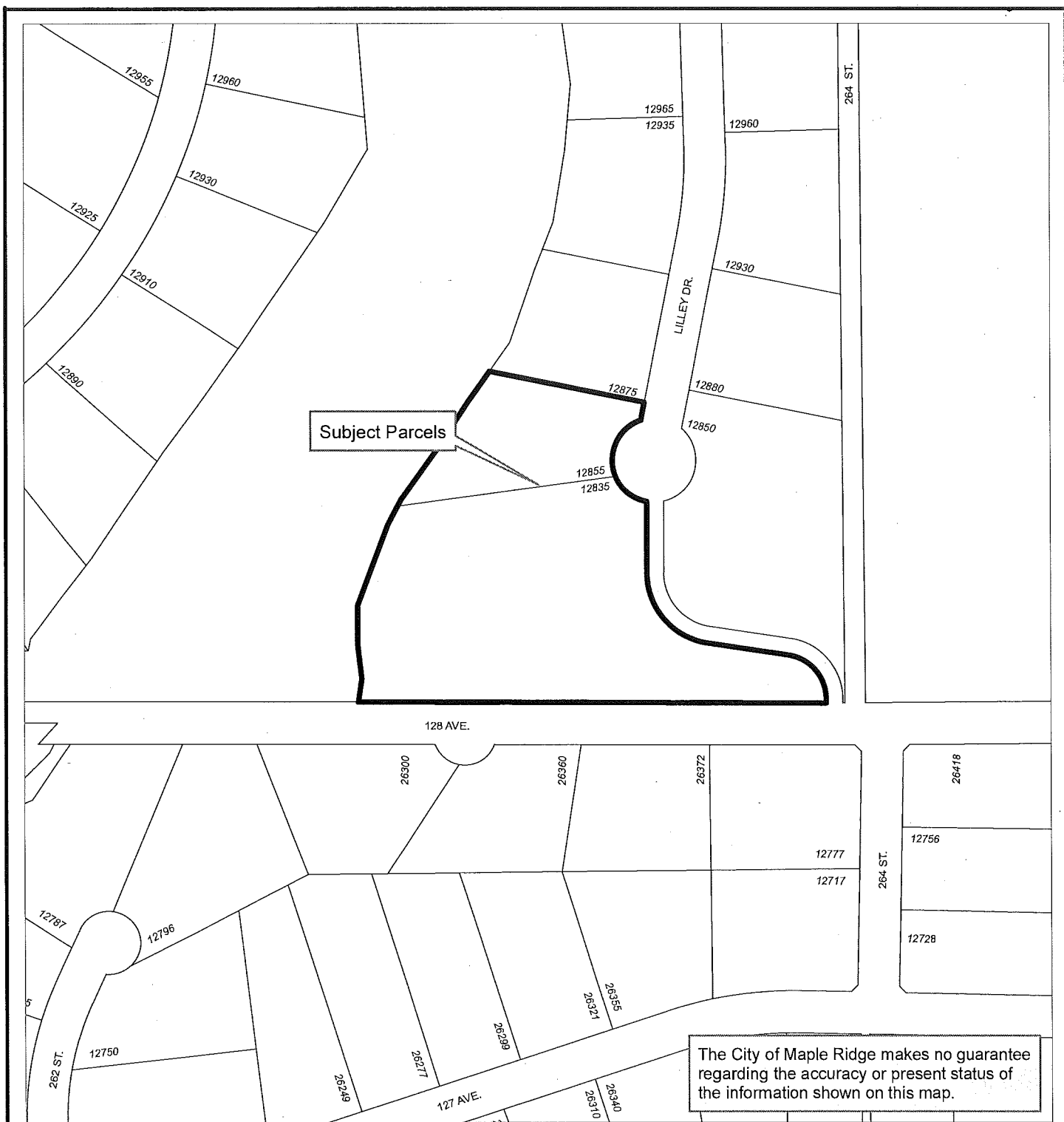


25492 Godwin Dr

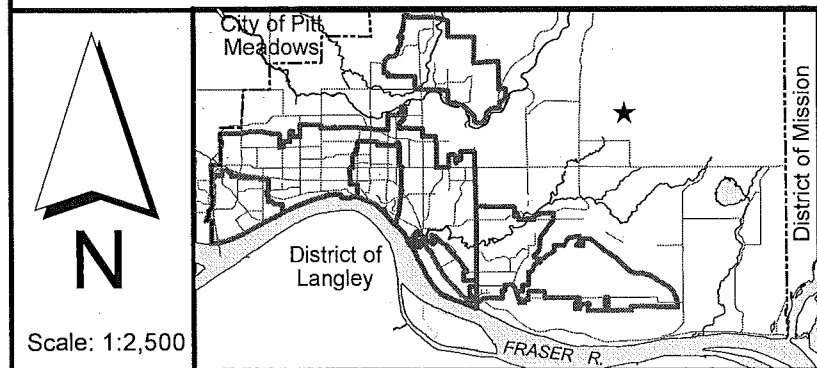


FILE: Untitled
DATE: Aug 22, 2018

BY: LM



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



12835 & 12855 Lilley Dr. Section 219 Geotechnical Covenant

LICENCES, PERMITS & BYLAWS DEPT.



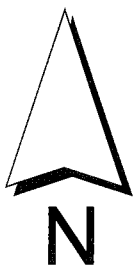
MAPLE RIDGE

British Columbia

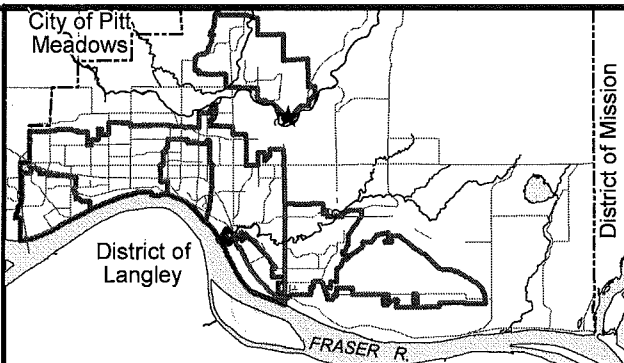
mapleridge.ca

FILE: Untitled
DATE: Aug 27, 2018

BY: ML



Scale: 1:1,500



24052, 24058, 24064, 24076, 24082,
24090 & 24098 127B Ave.

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1

DATE: Aug 28, 2018

BY: RO

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

September 4, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2017-120845

LEGAL: Lot 2 District Lot 245 Group 1 New Westminster District Plan
EPP29998

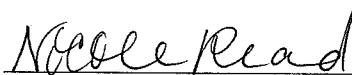
LOCATION: 12357 216 Street

OWNER: John-Paul Kozlowski and Jennifer Dawn Decker

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 2017-120845.

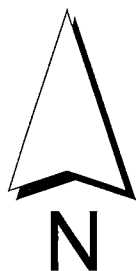
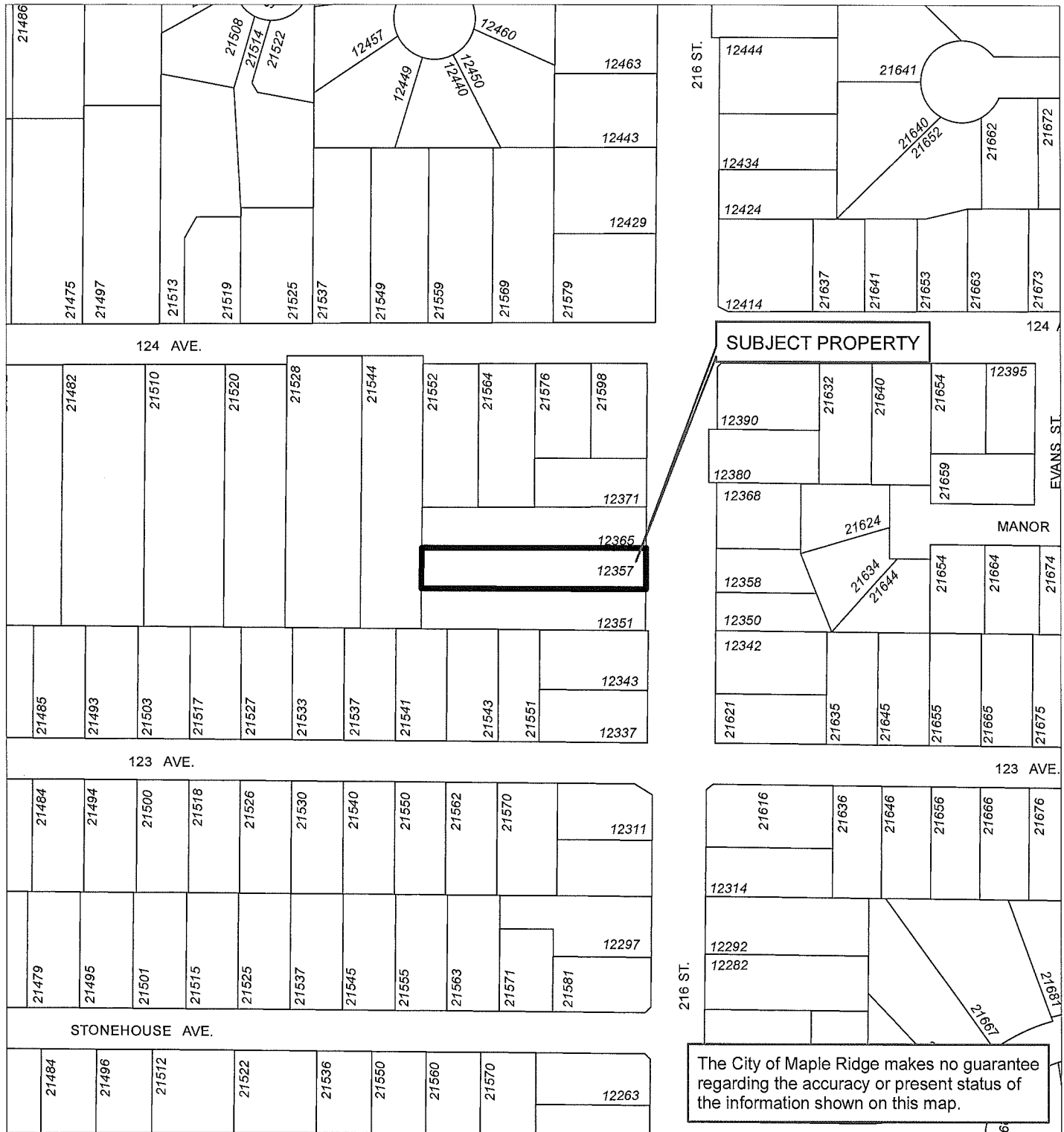
CARRIED



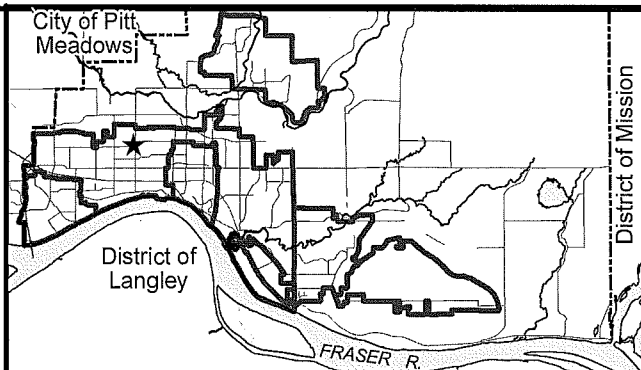
Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



Scale: 1:2,000



12357 216 St

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd

DATE: Sep 4, 2018

BY: NV

701.2 Minutes of Meetings of Committees and Commissions of Council



**City of Maple Ridge
ADVISORY DESIGN PANEL**

The Minutes of the Regular Meeting of the Maple Ridge Advisory Design Panel held in the Blaney at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, May 16, 2018 at 4:04 pm.

PANEL MEMBERS PRESENT

Craig Mitchell, Chair	Architect
Shan Tennyson, Vice Chair	Landscape Architect
Shida Neshat-Behzadi	Architect
Stephen Heller	Landscape Architect
Steven Bartok	Architect

STAFF MEMBERS PRESENT

Adrian Kopystynski	Staff Liaison, Acting Manager of Development and Environmental Services
Amanda Allen	Committee Clerk

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

R/2018-018

It was moved and seconded

That the agenda for the May 16, 2018 Advisory Design Panel meeting be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

R/2018-019

It was moved and seconded

That the minutes of the Maple Ridge Advisory Design Panel meeting dated April 18, 2018 be adopted as circulated.

CARRIED

Note: Shan Tennyson joined the meeting at 4:05 pm

4. NEW AND UNFINISHED BUSINESS

4.1 Architects Act and Projects Prepared by Designers

Memo dated May 16, 2018 from the ADP Staff Liaison providing clarity on projects prepared and presented by Designers.

5. PROJECTS

5.1 2017-031-DP

Applicant:	Kevin Urbas
Project Architect:	Kevin Urbas, Above Grade Consulting
Project Landscape Architect:	Meredith Mitchell, M2 Landscape Architecture
Proposal:	Courtyard Housing (RT-2) 4 units
Location:	21333 River Road
File manager:	Adam Rieu

The Staff liaison provided an overview of the proposed courtyard development project. The project team made a presentation of the project plans. Discussion was held on the placement of the buildings and the use of pavers supporting the creation of a pedestrian friendly courtyard environment and discussed additional supportive measures.

R/2018-020

It was moved and seconded

That File No. 2017-031-DP be supported as presented and the applicant proceed to Council for approval.

Landscape Comments:

1. Consider changing the unit pavers to another level play surface at the Basketball hoop courtyard and relocate the catch basin;
2. Consider utilizing private courtyard for Units 4 and 2 as amenity space;
3. North perimeter of property consider adding slats to open chain link fence; add taller plant material and vines in front of the chain link fence;
4. Reduce the variety of paving treatments used in central driveway area to two types;
5. Expand and continue the decorative treatment through the central driveway area;
6. Consider using a fence that would bring unity/link to property;

Architectural Comments:

1. Use the front yard elevations palette on the remainder of the elevations;
2. ADP has consistently requested that vinyl materials not be applied;
3. To integrate a lighting plan both on buildings and in landscaping;
4. Establish uniform datum heights for fenestration;
5. Indicate location of Fire Department directional signage.

CARRIED

5.2 **Development Permit No:** **2015-373-RZ**
 Applicant: Don Schmidt
 Project Designer: Kevin Urbas, Above Grade Consulting
 Project Landscape Architect: PMG Landscape Architects
 Proposal: 16 Townhouses (RM-1)
 Location: 23616 132 Avenue
 File Manager: Adrian Kopystynski

The Staff liaison provided an overview of the proposed 16 townhouse project and reviewed the variances requested with the development. The project team made a presentation of the project plans.

R/2018-021

It was moved and seconded

That File No. 2015-373-RZ be supported as presented and the applicant proceed to Council for approval.

Landscape Comments:

1. Utilize different surfacing material for the parking spaces in front of Unit 5;
2. Consider additional CPTED measures given the reduced visibility into the Amenity space;
3. Consider accommodating terraced seating in the amenity space, preferably combined with the ramp;
4. Move the planting strip to the East side of the ramp adjacent to Unit 6.
5. Consider different style or material type of picket fence to reflect the modern style of the building.

Architectural Comments:

1. Consider increasing the width of bathroom windows;
2. Consideration for Hardie reveals with window frames;
3. Consider framing transitions at material changes to articulate the massing;
4. Provide details for mailbox kiosk;
5. Provide building, landscape, and amenity lighting plans;
6. Confirm with the Fire Department that emergency vehicles can turnaround requirements are satisfied;
7. Indicate location of Fire Department directional signage.

CARRIED

5.3 Development Permit No: 2016-176-DP
Applicant: Jim Isherwood, Brookside Properties
Project Architect: Atelier Pacific Architecture Inc.
Project Landscape Architect: David Jerke, Van Der Zalm & Associates
Proposal: 16 Townhouses (RM-1)
Location: 23711 132 Avenue
File Manager: Adam Rieu

Note: Stephen Heller excused himself from discussion of Item 5.3 at 6:01pm as he is employed at Van Der Zalm and Associates.

The staff liaison provided an overview of the proposed townhouse development, the parking requirements and variances requested. The project team made a presentation of the project plans.

R/2018-022

It was moved and seconded

That File No. 2016-176-DP application be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:

Landscape Comments:

1. Make a connection from the proposed south pathway to the central drive aisle;
2. Provide building, landscape and amenity lighting plans;

Architectural Comments:

1. Introduce alternative colour palettes and contrast for the buildings;
2. Consider adding accent colours or features to enliven the facades;
3. Consider the addition of master bedroom patios;
4. ADP has consistently requested that vinyl materials not be applied;
5. Architecturally improve the end elevations of the buildings.

CARRIED

Note: Stephen Heller returned to the meeting at 6:40pm

- 5.4 **Development Permit No:** **2014-069-RZ**
Applicant: Pivotal Development Consultants, Wayne Jackson
Project Architect: Geoff Lawlor
Project Landscape Architect: JHL Design Group
Proposal: Rezone from RS-1 and Conservation into CS-1 and
 Conservation
Location: 20894 Loughheed Hwy
File Manager: Therese Melser

The staff liaison provided an overview of the proposed commercial project. The project team made a presentation of the project plans.

R/2018-023

It was moved and seconded

That the following concerns regarding File No. 2014-069-DP be addressed and digital versions of revised drawings & memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Design Panel for review and further evaluation.

Landscape Comments:

1. Respecting trees and landscaping:
 - a. Incorporate the tree management requirements from an updated arborist report to include all trees on site ie: trees contained in Environmental area not shown on current landscape plan;
 - b. Add tree protection fencing to the drawings and notes for monitoring during construction;
 - c. Incorporate permanent landscaping on rooftop deck for screening;
 - d. Confirm that landscape at South perimeter is meeting screening and buffer requirements of the Zoning bylaw (General Requirements) between residential and commercial zones.
 - e. Add coniferous trees to improve screening in South landscape buffer.
2. Respecting the pedestrian environment and safety:
 - a. Add benches, trash receptacles and other site furnishing to enhance the commercial space.
 - b. Clarify locations of guard rails at retaining walls;
 - c. Provide a pedestrian connection from Loughheed Hwy to the building
3. Respecting landscaping plan details:
 - a. On landscape drawing provide details for reference such as for site furnishings, paving, fencing, walls, guard rails, railings, etc.
 - b. Include sections for critical landscape areas such as retained trees and areas near accessible space that have change in grade
4. Confirm if the existing grade is being maintained around the existing significant tree, follow the recommendations of the arborist;

Architectural Comments:

1. Respecting form and character:
 - a. Improve architectural character to the building;
 - b. Consider using alternate materials and an alternate colour palette;
 - c. Consider adding contrasting colours to the facades to break the mass;
 - d. Add articulation to the facades facing the street;

- e. De-emphasize the horizontal nature of the building by adding more vertical elements;
- f. Consider increasing fenestration to allow more light completed with sun shade on the southern and western facades;
- 2. Respecting the residential element:
 - a. Improve the delineation between entrances for commercial and residential uses.
 - b. Provide wayfinding signage to the residence and commercial unit 5;
 - c. Distinguish character of entrance for residential entry such as a recess;
- 3. Respecting roof or roof top matters:
 - a. Delete mansard roof and match residential roof to commercial roof;
 - b. Rooftop units must be screened or demonstrate that they are not visible from the other side of Lougheed Hwy;
 - c. If rooftop units are visible from Lougheed Highway, provide suitable rooftop screening;
 - d. Confirm locations of rooftop units for commercial units 4 and 5;
- 4. Respecting the site and site plan:
 - a. Add pylon signage at Lougheed frontage coordinated with the building architecture;
 - b. Match garbage kiosk with architecture of project;
 - c. Provide landscape lighting and building lighting layout;
 - d. Verify parking calculations for the range of anticipated uses, such as restaurants and offices;
 - e. Identify the required loading space and demonstrate how loading vehicle can manoeuvre on the site and have adequate clearance (respect to tree canopy);
- 5. Other items:
 - a. Demonstrate that the project conforms with CPTED principles;
 - b. Consider taking advantage of the North view for the residential unit.

CARRIED

Stephen Bartok and Craig Mitchell - OPPOSED

- 6. CORRESPONDENCE - Nil
- 7. QUESTION PERIOD - Nil
- 8. ADJOURNMENT – 8:05 pm.


C. Mitchell, Chair

/aa



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** September 18, 2018
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended July 31, 2018

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That the disbursements as listed below for the month ended July 31, 2018 be received for information only.

GENERAL	\$ 32,695,360
PAYROLL	\$ 1,876,012
PURCHASE CARD	\$ <u>83,030</u>
	\$ <u>34,654,402</u>

DISCUSSION:

a) Background Context:

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

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

b) Community Communications:

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

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• BA Blacktop – 2018 paving program	\$	570,768
• Cedar Crest Land (BC) Ltd– Arthur Peake artificial turf field	\$	590,226
• Chandos Construction Ltd– Maple Ridge Leisure Centre upgrades	\$	484,580
• G.V. Water District – Water consumption Mar 28 – May 1/18	\$	604,759
• Johnston Davidson - Consulting services - Fire Hall #4	\$	204,118
• MRC Total Build Up – Drainage improvements 232 St	\$	353,574
• Pomerleau Inc – 270A St reservoir	\$	282,391
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	207,783
• The municipality acts as the collection agency for other levels of government or agencies. The following collections were remitted in July.		
1. Albion Dyking District – 2018 collections	\$	272,379
2. G.V. Sewerage & Drainage – DCC collections Jan-Jun'18	\$	257,103
3. Province of BC - School tax remittance	\$	20,696,197
4. Road 13 Dyking District of Maple Ridge – 2018 collections	\$	156,528
5. Tretheway Edge Dyking District – 2018 collections	\$	23,392

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

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

Original signed by Trevor Hansvall

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

Original signed by Trevor Thompson

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

Original signed by Paul Gill

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - July 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
0946235 Bc Ltd	Roadside mowing	46,526
Albion Dyking District	2018 collections	272,379
Alouette River Management Society	2018 service grant	20,000
Aplin & Martin Consultants Ltd	Downtown beautification - Lougheed at 226 St	6,118
	Watermain replacement (232 St)	12,645
BA Blacktop	2018 paving program	570,768
Badger Daylighting Lp	Hydro-excavation - mulitple locations	38,938
BC Hydro	Electricity	131,765
BC SPCA	Contract payments - May, Jun & Jul	87,571
Boileau Electric & Pole Ltd	Maintenance:	
	Cottonwood kiosk	30,052
	Firehall 1	4,258
	Flower baskets	1,142
	Greg Moore Youth Centre	9,764
	Hammond Community Centre	4,200
	Lougheed at Burnett RRFB	4,809
	Operations	4,165
	Street lights	4,755
	Weather station 240 & 112	312
CUPE Local 622	Dues - pay periods 18/13 & 18/14	33,285
Cedar Crest Lands (BC) Ltd	Arthur Peake artificial turf field	590,226
	SRT artificial turf field replacement	124,036
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades	484,580
Cobing Building Solutions	Maintenance:	
	Firehall #3	413
	Hammond Community Centre	734
	Leisure Centre	10,864
	Library	666
	Municipal Hall	5,087
	Randy Herman	1,341
	RCMP	2,389
	Whonnock Lake Centre	15,697
Craven Huston	Albion neighbourhood learning and community centre	17,181
EMCO Corporation	Foreman Drive at 232 St PRV	19,346
Emergency Communications	Dispatch levy - 3rd quarter	271,797
Falcon Homes Ltd	Security refund	26,407
Fitness Edge	Contracted service provider - fitness classes & programs	25,133
Formosa Plateau Development Ltd	Latecomer agreement	61,990
Frazer Excavation Ltd	Roadworks material hauling	20,483
Golden Ears Winter Club	Rental revenue & summer operation agreement - Jun	19,309
Gotraffic Management Inc	Traffic control	23,575
Greater Vancouver Sewerage & Drainage	DCC collection Jan-Jun'18	257,103
	MRRTS Maple Ridge residential transfer station	211
	Waste discharge industrial treatment fees (Jan 1 - Mar 31/18)	18,091
Grant Hill (GP) Ltd	Latecomer agreement	
Greater Vancouver Water District	Maple Ridge billing - micro (May)	875
	Water consumption Mar 28 - May 1/18	604,759
Guillevin International Inc	Firefighter equipment	1,415
	Firefighter protective wear	10,516
	Operations electrical supplies	9,234
	Works Yard inventory supplies	4,326
Hallmark Facility Services Inc	Janitorial services & supplies:	
	City Hall	3,566
	Fire Halls	4,736
	Library	4,457
	Operations	4,234
	Randy Herman Building	4,959
	RCMP	4,234
Horizon Landscape Contractors	Grass cutting - Jun	16,911
	Waste bag collection - Jun	7,378
	Weeding - Hampstead	988
Humble Developments Ltd	Security refund	22,700

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Image Painting & Restoration	Painting & restoration services:		
	Haney House	3,675	
	Leisure Centre	2,310	
	Mussallem House	630	
	Street lights	20,213	26,828
Insignia Homes Silver Valley	Security refund		92,091
Johnston Davidson	Consulting services - Fire Hall #4		204,118
Kanaka Education & Environmental	2018 service grant		20,000
Lafarge Canada Inc	Roadworks material		16,064
Manulife Financial	Employer/employee remittance		157,880
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Program revenue - Jun	17,477	72,730
Maple Ridge Museum & Archives	Fee for service		95,014
Mcelhanney Consulting Services	Abernethy Way extension study (232 St-256 St)	3,166	
	Aerial topographic survey LiDAR and mapping	19,488	22,654
Medical Services Plan	Employee medical & health premiums		20,775
Microserve	Monitor replacement		149,408
MRC Total Build Lp	Drainage improvements - 232 St (132 Ave - Silver Valley Road)		353,574
Municipal Pension Plan BC	Employer/employee remittance		474,329
Opus International Consultants	Town centre growth study		15,217
Parkland Refining (BC) Ltd	Gasoline & diesel fuel		69,165
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal		15,304
Pennyfarthing Construction Ltd	Security refund		25,000
Perfectmind Inc	Parks & Recreation registration software subscription		16,664
Pomerleau Inc	270A St reservoir		282,391
Province Of BC - 21312	School tax remittance		20,696,197
Raybern Erectors Ltd	Supply and install new wood fence - Albion Fairgrounds		26,225
RCMP-Receiver General For Canada	RCMP contract Jan 1 - Mar 31/18		3,778,335
Receiver General For Canada	Employer/employee remittance PP18/13 & PP18/14 & PP18/15		1,130,487
Ricoh Canada Inc	Quarterly copy usage		15,243
Ridge Meadows Seniors Society	Quarterly operating grant		52,016
Ridge Meadows Recycling Society	Education - Wildsafe BC	1,250	
	Litter pickup contract	1,320	
	Monthly contract for recycling	207,783	
	Toilet rebate program	295	
	Weekly recycling	355	211,002
Road 13 Dyking District	2018 collections		156,528
Rogers	Cellular devices Jun & Jul		21,230
Sanscorp Products Ltd	Roadworks material		26,297
Spartan Controls Ltd	232 St PRV		15,513
Stantec Consulting Ltd	263 St water pump station replacement	12,671	
	Foreman Drive PRV station and flow meter chamber modifications	3,595	16,267
Stellar Power & Control Solution	Landfill custom pump control		19,904
Stewart Mcdannold Stuart	Professional fees		15,414
Surrey Fire Service	Dispatch operating charges - Fire Dept.	85,953	
	Dispatch operating charges - Public works	13,961	99,914
The Get Go Inc	Traffic control		24,193
Thunderbird Plastics Ltd	Recycling containers		35,784
Tretheway Edge Dyking District	2018 collections		23,392
Warrington PCI Management	Advance for Tower common costs		115,944
Watson Advisors Inc	Professional fees - recruitment		37,762
Westridge Security Ltd	Community security patrols - May & Jun	38,203	
	Guard service - May & Jun	7,003	45,206
Workers Compensation Board BC	Employer/Employee remittance - 2nd quarter		126,234
Disbursements In Excess \$15,000			32,820,541
Disbursements Under \$15,000			874,819
Total Payee Disbursements			33,695,360
Payroll	PP18/14 & PP18/15		1,876,012
Purchase Cards - Payment			83,030
Total Disbursements July 2018			35,654,402



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** September 18, 2018

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

SUBJECT: Disbursements for the month ended August 31, 2018

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That the disbursements as listed below for the month ended August 31, 2018 be received for information only.

GENERAL	\$ 31,804,611
PAYROLL	\$ 2,918,129
PURCHASE CARD	\$ <u>91,554</u>
	\$ <u>34,814,294</u>

DISCUSSION:

a) Background Context:

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

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

b) Community Communications:

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

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• BA Blacktop – 2018 paving program	\$	630,334
• Cedar Crest Land (BC) Ltd– Arthur Peake artificial turf field	\$	749,661
• Chandos Construction Ltd– Maple Ridge Leisure Centre upgrades	\$	474,166
• Drake Excavating (2016) Ltd– 263 St water pump station project	\$	706,892
• Finning International Inc– Paver machine (AP255E)	\$	157,853
• G.V. Water District – Water consumption May 2 – June 26/18	\$	1,141,845
• Mceachern, Harris & Watkins – Land acquisition -22179 121 Ave	\$	651,212
• MRC Total Build Up – Drainage improvements 232 St	\$	948,282
• Pomerleau Inc – 270A St reservoir	\$	792,577
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	207,783
• Smeal Holding Inc – Tower fire truck	\$	1,598,047
• Young Anderson, “In Trust” – Land purchase ACC	\$	1,228,671
• The municipality acts as the collection agency for other levels of government or agencies. The following collections were remitted in August.		
1. BC Assessment Authority – 2018 collections	\$	1,074,697
2. G.V. Sewerage & Drainage – 2018 requisition	\$	6,784,660
3. South Coast BC Trans Authority – 2018 requisition	\$	6,139,075

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

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

Original signed by Trevor Hansvall

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

Original signed by Trevor Thompson

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

Original signed by Paul Gill

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - August 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
0946235 BC Ltd	Roadside mowing		49,098
Aplin & Martin Consultants Ltd	River Road traffic calming	11,749	
	Road widening design Abernethy Way (224 St to 232 St)	4,534	
	Watermain replacement (232 St)	4,174	20,456
Associated Engineering (BC) Ltd	225 St forcemain upgrade		37,323
BA Blacktop	2018 paving program		630,334
Badger Daylighting LP	Hydro-excavation - mulitple locations		31,603
BC Assessment Authority	2018 requisition		1,074,697
BC Hydro	Electricity		148,356
BC Spca	Contract payment - Aug		29,190
CUPE Local 622	Dues - pay periods 18/15 & 18/16		33,469
Cedar Crest Lands (BC) Ltd	Arthur Peake artificial turf field	749,661	
	Merkley artificial turf field	54,505	
	SRT artificial turf field replacement	24,313	828,479
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades		474,166
City Of Pitt Meadows	2018 dyking/drainage costs due as per budget		196,535
Co-Pilot Industries Ltd	Gravel & dump fees		19,016
Craven Huston	Albion neighbourhood learning and community centre		147,028
Double M Excavating Ltd	108 Ave watermain and PRV chamber		27,350
Dougness Holdings Ltd	Flush & CCTV works yard		21,764
Downtown Maple Ridge Business	Balance of BIA funding		135,100
Drake Excavating (2016) Ltd	263 St water pump station project		706,892
Eaves Motor Sales Ltd	2018 Toyota Rav4 Hybrid X5		139,143
Finning International Inc	Paver machine (AP255E)		157,853
Fitness Edge	Contracted service provider - fitness classes & programs		23,568
Fred Surridge Ltd	Waterworks supplies		26,591
Geoadvice Engineering Inc	Sanitary pump station capacity upgrade		16,239
Golden Ears Alarm Systems	Access control system - Works yard	23,371	
	Keycards	896	
	Monitoring fees	157	
	Security maintenance	1,024	25,448
Gotraffic Management Inc	Traffic control		118,930
Greater Vancouver Sewerage & Drainage	2018 requisition		6,784,660
Greater Vancouver Water District	Maple Ridge billing - micro (May & Jun)	1,575	
	Water consumption May 2 - June 26/18	1,483,600	1,485,175
Greater Vancouver Regional District	2018 requisition		1,141,845
Greenwood Properties Ltd	Security refund		444,952
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	3,566	
	Fire Halls	4,736	
	Library	4,457	
	Operations	4,234	
	Randy Herman Building	4,959	
	RCMP	4,234	26,185
Halostar Development Corp	Security refund		83,700
Horizon Landscape Contractors	Grass cutting - Jul	17,699	
	Litter collection services - Whonnock Lake	473	18,171
Hudema-Olsen Consulting Group	Security refund		285,500
Jacks Automotive & Welding	Fire Dept equipment repairs		19,932
Lafarge Canada Inc	Roadworks material		41,262
Macdonald, Randy	Security refund		18,395
Manulife Financial	Employer/employee remittance		161,438
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Municipal rental	1,163	
	Program revenue - Jul	7,961	64,377
Maridge Properties Ltd	Security refund		74,087
Meachern Harris & Watkins	Land acquisition - 22179 121 Ave		651,212
Mcelhanney Consulting Services	Drainage consulting	12,701	
	Sidewalk design - 232 St (132 Ave - Silver Valley Road)	79,007	91,709
Medical Services Plan	Employee medical & health premiums		21,188
MP Pacific Developments	Security refund		47,732
MRC Total Build LP	Drainage improvements - 232 St (132 Ave - Silver Valley Road)		948,282

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Municipal Pension Plan BC	Employer/employee remittance	744,856
Pacific Flow Control Ltd	Waterworks supplies	22,764
Parkland Refining (BC) Ltd.	Gasoline & diesel fuel	81,253
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal	28,862
Pomerleau Inc	270A St reservoir	792,577
Province Of BC - 21312	School tax remittance installment #3	231,022
Quest Software Canada Inc	TOAD maintenance (Oracel Database) Oct/18 - Oct/21	15,280
RF Binnie & Associates Ltd	Arthur Peake Centre design	25,731
	Synthetic turf replacement - Samuel Robertson Technical School	3,201
	Telosky Stadium design	15,000
Receiver General For Canada	Employer/employee remittance PP18/16 & PP18/17	746,678
RG Arenas (Maple Ridge) Ltd	Curling rink operating expenses - Jun	5,527
	Ice rental - May	56,896
Ridgemeanows Recycling Society	Education - Wildsafe BC	1,250
	Litter pickup contract	408
	Monthly contract for recycling	207,783
	Toilet rebate program	167
	Weekly recycling	1,562
Rogers	Cellular devices Jul & Aug	21,720
Safetek Emergency Vehicles Ltd	GST paid for import of tower truck fire	79,902
Sanscorp Products Ltd	Roadworks material	74,944
Scottish Line Painting Ltd	Thermoplastic road markings	22,955
Shape Architecture Inc	Leisure Centre pool renovation	46,695
Smeal Holding Llc	Construction of tower truck fire apparatus	1,598,047
South Coast BC Trans Authority	2018 requisition	6,139,075
Stantec Consulting Ltd	236 St chlorine facility	12,351
	263 St water pump station replacement	3,943
	270A St reservoir	42,100
	Foreman Drive PRV station and flow meter chamber modifications	3,334
Staples	Miscellaneous office supplies	61,727
Stellar Power & Control Solutions	Landfill custom pump control	15,918
Strata Plan LMS 4011 Commercial	Panorama strata fees - Apr, May, Jun, Jul & Aug	25,388
Summit Earthworks Inc	20300 block of Hampton Street utility and road construction	63,851
Terra Link Horticulture Inc	Overseeding turf mixture - various fields	30,240
Turning Point	Water surveillance servers	19,244
Tybo Constructors Ltd	Albion reservoir expansion	41,511
Urban Lumberjack Tree Services	Curbside pruning	103,695
Warrington PCI Management	Advance for Tower common costs	17,706
Wasterval, Jeannette	Compensation as per temporary construction access agreement	60,000
Webbco Industrial Ltd.	Foreman Drive at 232 St PRV	29,589
	PRV and flow meter at 224 St and 127 Ave	93,839
Westridge Security Ltd	Community security patrols - Jul	12,474
	Guard service - Jul	20,093
	Blaney Hamlet Park construction	3,914
Wilco Civil Inc	Payment #1 - synthetic turf field supply and install	24,007
Worldwideturf Inc	Land purchase - Albion Community Centre	85,809
Young Anderson, "In Trust"		396,144
		1,228,671
Disbursements In Excess \$15,000		30,802,401
Disbursements Under \$15,000		1,002,209
Total Payee Disbursements		31,804,611
Payroll	PP18/16 & PP18/17 & PP18/18	2,918,129
Purchase Cards - Payment		91,554
Total Disbursements August 2018		34,814,294

1000 Bylaws

CITY OF MAPLE RIDGE

BYLAW NO. 7320-2017

A Bylaw to Impose Development Cost Charges

WHEREAS, Council has considered future land use patterns and development, the phasing of works, services and provision of parkland described in the Official Community Plan, and how development designed to result in a low environment impact may affect the capital costs of infrastructure related to Development Cost Charges.

AND WHEREAS, Council does not consider the charges imposed by this bylaw:

- a. As excessive in relation to the capital cost of prevailing standards of service;
- b. Will deter development;
- c. Will discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land in the city; or
- d. will discourage development designed to result in low environmental impact.

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

1. Citation

This Bylaw may be cited for all purposes as “**Maple Ridge Development Cost Charges Imposition Bylaw No. 7320-2017**”

2. Definitions:

For the purposes of this bylaw:

Apartment means a residential use where the building or buildings on a lot are each used for three or more dwelling units. It does not include Townhouse or Street Townhouse.

Apartment – Affordable Rental below Market – affordable means housing cost that is 30 per cent or less of household’s gross income and below market rental housing is housing with rents lower than average in private-market rental housing. For purposes of ensuring the units remain in this use for a minimum of 20 years a Housing Agreement or covenant on the property is required.

Apartment – High Density means apartments that are six storeys and above.

Apartment – Not-for-Profit Rental below Market means rental housing with rents not in excess of 80% of the average market rate for Maple Ridge as identified or reported in Canada Mortgage Housing Corporation’s most recent rental market survey. For purposes of ensuring the units remain in this use for a minimum of 20 years a Housing Agreement or covenant on the property is required.

Apartment – Seniors Affordable Rental below Market means Apartment Affordable below Market rental and seniors means an adult aged 55 or older. BC Housing programs, partners and housing providers may define a senior by a different age.

Building Floor Area (BA) means the total combined floor areas of all storeys, including all mezzanine floor areas, measured to the outer surface of the exterior walls, but

does not include any floor area used exclusively for parking. Except for Atriums or other open interconnected floor spaces, the total building floor area will include exit stairs, stair shafts, elevator shafts and all other vertical service spaces that may penetrate one or all of the floors.

Building Permit means permission or authorization in writing by the Chief Building Official, Permits and Inspection Services to perform building construction in accordance with applicable statutes and regulations.

Commercial Development means development of a parcel for commercial use as described in the Maple Ridge Zoning Bylaw or similar development that is of a commercial nature, including but not limited to uses such as accommodation, automotive, retail, food and beverage, entertainment, office, personal services, recreation, retail and the cultivation, processing, testing, packaging or shipping of marihuana.

Duplex means a two family residential use where the building lot is used for two dwelling units.

Dwelling Unit (DU) means one or more rooms used for the residential accommodation of only one family when such room or rooms contain or provide for the installation of only one set of cooking facilities.

Gross Site Area means the whole or portion of a parcel(s) to be improved as part of the development authorized by a building permit and includes all vehicular and pedestrian circulation areas, loading, parking, storage, works, decorative and landscaped areas appurtenant to the authorized development.

Highway means any street, road, land, trail, bridge, viaduct and any other way open to the use of the public.

Housing Agreement mean the owner enters into a lease agreement with a Public Housing Body by which the Public Housing Body agrees to sublet and operate the units for at least 20 years.

Industrial Development means “industrial use” as defined by Maple Ridge Zoning Bylaw.

Institutional Development means any development that is created and exists by law or public authority for the benefit of the public in general, and includes, but is not limited to, public hospitals, public and private schools and churches.

Instream is as defined under S.568 of the Local Government Act

Lot means additional lot(s) created at subdivision

Parcel means any lot, block, strata lot or other area in which land is held or into which land is subdivided, but does not include any portion of a highway.

Precursor Application is as defined under S.568 of the Local Government Act

Public Housing Body means the Canada Mortgage and Housing Corporation (CMHC), BC Housing Management Commission, and any housing society or non-for-profit municipal housing corporation that has an agreement regarding the operation of

residential property with the government of British Columbia, the BC Housing Management Commission or the CMHC.

Single Family Residential means a residential use where the building lot is used for one dwelling unit and other uses as permitted.

Social Housing means apartments that have a government or non-profit housing partner that owns and operates them.

Street Townhouse means one dwelling unit vertically attached to one or more dwelling units (i.e. triplex or fourplex) with each dwelling unit located on a lot abutting a street. For the purposes of this bylaw, it does not include a Duplex.

Subdivision means the division of land into two or more parcels, whether by plan or by metes and bounds description or otherwise, and includes a plan consolidating two or more parcels into a fewer number of parcels.

Townhouse means a single building comprised of three or more dwelling units separated one from another by party walls extending from foundation to roof, with each dwelling unit having a separate, direct entrance from grade and does not include Street Townhouse.

Unit means additional unit(s) built in support of a building permit.

3. Payment of Development Costs Charges

Every person who obtains approval of a subdivision of a parcel or a building permit must pay Development Cost Charges in accordance with Schedule "A".

For a combined land use development, the Development Cost Charge is calculated as the sum of the Development Cost Charges for all uses.

The Development Cost Charges imposed must be paid:

- a. In the case of the subdivision of a parcel, at the time the subdivision is approved; and
- b. In the case of obtaining a building permit, at the time the building permit is issued.

4. Exemptions

Pursuant to the Local Government Act and subject to regulations by the minister under S.561(11), a Development Cost Charge is not payable if any of the following applies in relation to a development::

- a. the building permit is for a place of worship that will be exempt from taxation under the Community Charter;
- b. the value of the work authorized by the building permit does not exceed \$50,000;
- c. the dwelling unit is no larger than 29 square meters;
- d. the development does not impose new capital cost burdens on the municipality;
- e. the Development Cost Charge has previously been paid for the same development unless, as a result of further development, new capital cost burdens will be imposed on the City.

Pursuant to S.561(6) of the Local Government Act, a Development Cost Charge is payable for work that will, after the construction, alteration or extension, contain fewer than 4 self-contained dwelling units.

5. Severability

If any portion of this bylaw is found invalid by a court, that portion be severed and the remainder of the bylaw will remain in effect.

6. Effective Date

This bylaw will come into force on the later of March 14, 2018 or the date it is adopted by Council.

7. Repeal

Maple Ridge Development Cost Charge Imposition Bylaw No.6462-2007, and all the amendments thereto, is hereby repealed except in the case of:

- a. Precursor applications for subdivision of land that are instream on the effective date and which are completed within one year of the effective date; and
- b. Precursor applications for building permits that are instream on the effective date and which are issuable within one year of the effective date, in which case, Maple Ridge Development Cost Charge Imposition Bylaw No.6462-2007, and all the amendments thereto, shall apply. Maple Ridge Development Cost Charge Imposition Bylaw No. 6462-2007, shall be wholly repealed one year from the effective date.

8. Schedules

Schedule "A" attached hereto forms part of this bylaw.

READ a first time the 11th day of July, 2017.

READ a second time, as amended, the 12th day of December, 2017.

READ a third time, as amended, the 12th day of December, 2017.

RESCINDED second and third readings, the 10th day of July, 2018.

RE-READ a second time the 10th day of July, 2018.

RE-READ a third time the 10th day of July, 2018.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES the 27th day of July, 2018.

ADOPTED, the ____ day of _____ 2018.

PRESIDING MEMBER

CORPORATE OFFICER

SCHEDULE "A" to BYLAW NO. 7320-2017
DEVELOPMENT COST CHARGES

Single Family Residential	<i>per additional lot</i>
Duplex	<i>per additional dwelling unit</i>
Servicing Type	
Road	\$9,483
Drainage	1,329
Water	2,268
Sanitary Sewer	1,119
Open Space	8,272
Total	\$22,471
Townhouse	
Servicing Type	<i>per m² of BA</i>
Road	\$54.71
Drainage	4.77
Water	14.54
Sanitary Sewer	7.17
Open Space	53.02
Total	\$134.21
Street Townhouse	
Servicing Type	<i>per m² of BA</i>
Road	\$43.77
Drainage	3.18
Water	14.54
Sanitary Sewer	7.17
Open Space	53.02
Total	\$121.68
Apartment	
Servicing Type	<i>per m² of BA</i>
Road	\$50.80
Drainage	2.95
Water	15.30
Sanitary Sewer	7.55
Open Space	55.80
Total	\$132.40

SCHEDULE "A" to BYLAW NO. 7320-2017
DEVELOPMENT COST CHARGES

Apartment High Density

(6 Storey and above)

<u>Servicing Type</u>	<i>per m² of BA</i>
Road	\$38.10
Drainage	1.11
Water	13.50
Sanitary Sewer	6.66
Open Space	49.24
Total	\$108.61

Apartment - Affordable Rental Below Market

<u>Servicing Type</u>	<i>per m² of BA</i>
Road	\$38.10
Drainage	2.95
Water	15.30
Sanitary Sewer	7.55
Open Space	55.80
Total	\$119.70

Apartment - Social Housing, Non-for-Profit Rental Below Market

or Affordable Rental-Seniors

<u>Servicing Type</u>	<i>per m² of BA</i>
Road	\$9.31
Drainage	2.95
Water	9.90
Sanitary Sewer	4.89
Open Space	21.66
Total	\$48.71

SCHEDULE "A" to BYLAW NO. 7320-2017
DEVELOPMENT COST CHARGES

Commercial		First Floor	Additional Floors
	<u>Servicing Type</u>	<i>per m² of BA</i>	<i>per m² of BA</i>
	Road	\$28.45	\$14.23
	Water	9.45	4.73
	Sanitary Sewer	2.80	1.40
	Open Space	0.00	0.00
	Drainage	4.65	0.00
	Total	\$45.35	\$20.36

Institutional		Non-Municipal	Municipal
	<u>Servicing Type</u>	<i>per m² of BA</i>	
	Road	\$6.52	\$0
	Water	4.73	0
	Sanitary Sewer	2.33	0
	Open Space	0	0
	Plus	<i>per ha. of gross site area</i>	
	Drainage	18,604	0

Industrial		<i>per m² of BA</i>
	<u>Servicing Type</u>	
	Road	\$9.48
	Water	5.79
	Sanitary Sewer	2.86
	Open Space	0.00
	Drainage	4.70
		\$22.83



Statutory Approval

Under the provisions of sections _____ **560**

of the _____ **Local Government Act**

I hereby approve Bylaw No. _____ **7320-2017**

of the _____ **City of Maple Ridge** ,

a copy of which is attached hereto.

Dated this **27** ***day***

of **July** ***, 2018***

A handwritten signature in black ink, appearing to be "JL" followed by a long horizontal stroke.

Deputy Inspector of Municipalities

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Rescinding First Reading of Zone Amending Bylaw No. 7450-2018
First Reading of Zone Amending Bylaw No. 7485-2018
11780 Burnett Street

MEETING DATE: September 18, 2018
FILE NO: 2018-093-RZ
MEETING: Council

EXECUTIVE SUMMARY:

The current application proposes to rezone the subject property, located at 11780 Burnett Street, from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision of the subject property into two single-family lots.

When this application was first received in March 2018, the applicant sought rezoning to RT-1 (Two Family Urban Residential) to permit the development of a duplex. The Zone Amending Bylaw No. 7450-2018 to support the duplex received first reading from Council on May 8, 2018. However, since this time, the applicant has decided to revise the application and prefers to seek rezoning to R-1 (Residential District) to allow subdivision into two single-family lots.

The density of the two proposed single-family lots is the same as the previously proposed duplex. Furthermore, the single-family housing form is similar and compatible with the surrounding houses. Therefore, this report recommends that Council rescind the previous zone amending bylaw for the duplex, and give first reading to a new Zone Amending Bylaw No. 7485-2018 to permit the R-1 (Residential District) zone.

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

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

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7450-2018 be rescinded;

That Zone Amending Bylaw No. 7485-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Jasminder Bajwa
Legal Description:	Lot 103, Section 17, Township 12, New Westminster District Plan 41319
OCP:	
Existing:	Urban Residential
Proposed:	No change
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
South:	Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
East:	Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
West:	Use: Vacant (under application 2017-035-RZ for apartments) Zone: RS-1 (One Family Urban Residential) Designation: Low-Rise Apartment
Existing Use of Property:	Single-Family Residential
Proposed Use of Property:	Single-Family Residential
Site Area:	817 m ² (0.2 acres)
Access:	Burnett Street
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject property, located at 11780 Burnett Street, is a rectangular shaped lot that is 817 m² (0.2 acres) in size (see Appendix A). The subject property and surrounding lots to the north, east and south are characterized by single-family dwellings of one to two storeys in height. The subject property is located on the eastern edge, but just outside of the *Town Centre Area Plan*. The existing house on the property will require removal as part of the rezoning approval. The subject property is relatively flat with a few trees spread across the lot (see Appendix B).

c) Project Description:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to R-1 (Residential District), to permit its subdivision into two single-family lots (see Appendix C). The density of the two proposed single-family lots is the same as the duplex that was previously proposed by this applicant.

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

d) Planning Analysis:

Official Community Plan:

The subject property is designated *Urban Residential*. The Major Corridor Residential Infill policies of the OCP apply because the subject property is located along Burnett Street, a collector road. No OCP amendment is required to support the proposed R-1 (Residential District) zoning.

The Major Corridor Residential Infill policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design, setbacks and lot configuration with the existing pattern of development in the area. On this basis, compatibility of the current application is achieved as follows:

- Is similar in density and compatibility as the duplex previously granted first reading by Council on the subject property;
- Proposes housing form similar to adjacent single-family lots; and,
- Serves as transition between low rise apartment buildings on the west side of street and lower density housing to the east.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 11780 Burnett Street from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a two lot subdivision and construction of two single-family dwellings. The minimum lot size for the current RS-1 zone is 668 m², while the minimum lot size for the proposed R-1 zone is 371 m². No variations from the proposed R-1 zone are required at this stage. However, any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

A Development Permit is not required for this rezoning, as the single detached residential dwellings proposed by this application are exempt from the Development Permit Area Guidelines.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than 5 dwelling units.

e) Interdepartmental Implications:

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

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

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

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

f) Development Applications:

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

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

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

g) Alternative:

Should Council prefer the original duplex proposal, Council may choose not to rescind Zone Amending Bylaw No. 7450-2018 and allow the applicant to proceed with the duplex. In this case, Council should deny first reading to Zone Amending Bylaw No. 7485-2018 for the R-1 (Residential District) rezoning.

CONCLUSION:

The development proposal is in compliance with the Major Corridor Residential Infill policies of the OCP. The proposed R-1 (Residential District) zone is similar in density and compatibility as the duplex which had previously been granted first reading on this subject property. Therefore, it is recommended that Council rescind Zone Amending Bylaw No. 7450-2018 for the duplex, and grant first reading to Zone Amending Bylaw No. 7485-2018 for the proposed R-1 rezoning, subject to additional information outlined in this report being provided and assessed prior to second reading.

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

"Original signed by Chee Chan"

Prepared by: Chee Chan, MCIP, RPP, BSc
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Christine Carter" for

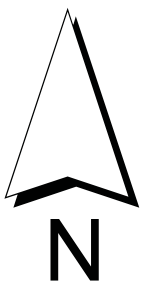
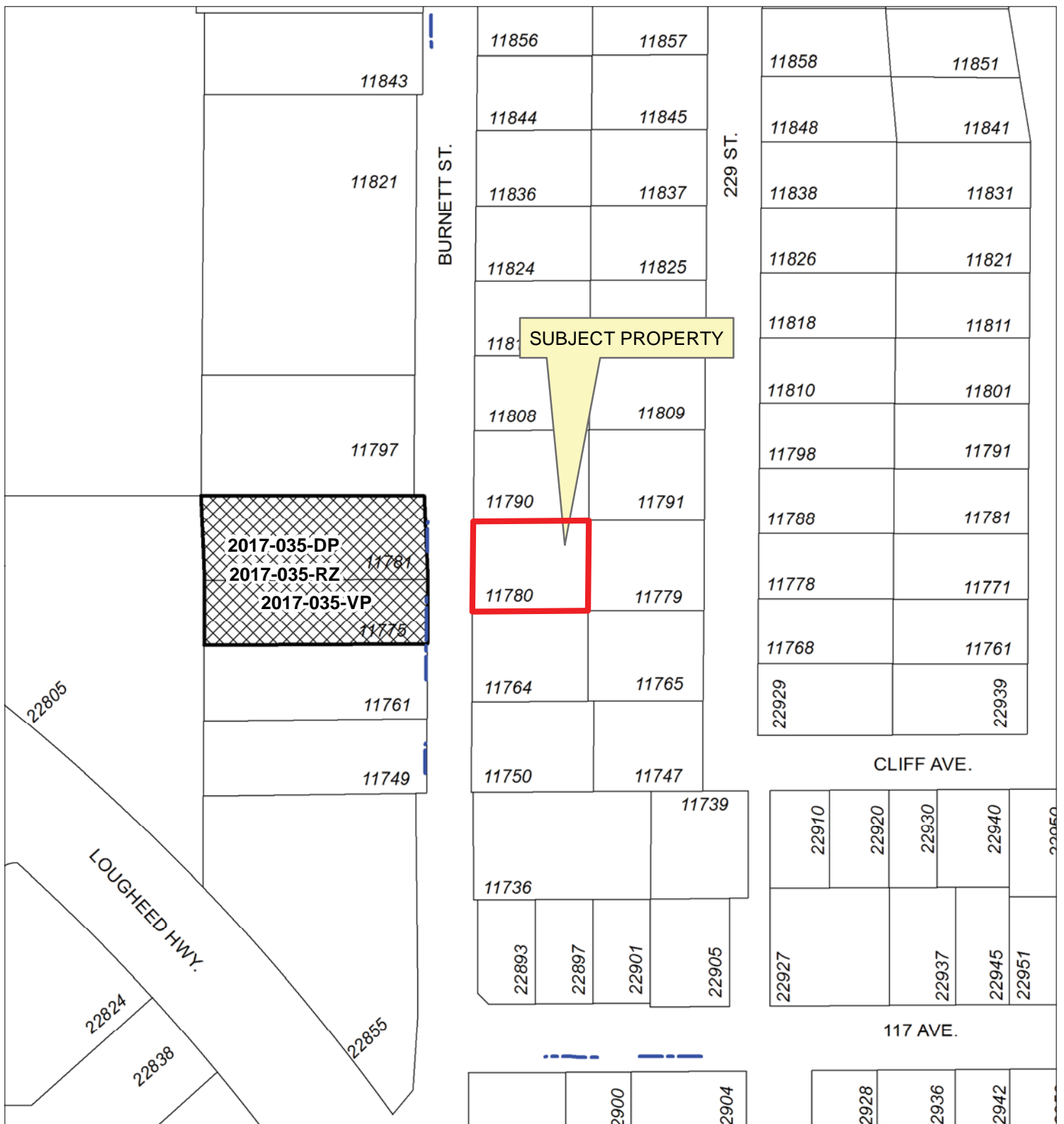
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

"Original signed by Kelly Swift" for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7485-2018
Appendix D – Proposed Site Plan



Scale: 1:1,500

Legend

--- Ditch Centreline

11780 Burnett Street

PLANNING DEPARTMENT



MAPLE RIDGE

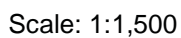
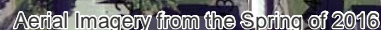
British Columbia

mapleridge.ca

2018-093-RZ.2

DATE: Jul 20, 2018

BY: JV



— — — Indefinite Creek

PLANNING DEPARTMENT



British Columbia

2018-093-RZ
DATE: Mar 19, 2018

BY: JV

APPENDIX C

**CITY OF MAPLE RIDGE
BYLAW NO. 7485-2018**

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7485-2018."
2. That parcel or tract of land and premises known and described as:

Lot 103 Section 17 Township 12 New Westminster District Plan 41319

and outlined in heavy black line on Map No. 1769 a copy of which is attached hereto and forms part of this Bylaw, is/are hereby rezoned to R-1 (Residential District).
3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

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

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

PUBLIC HEARING held the day of , 20

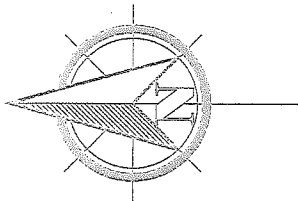
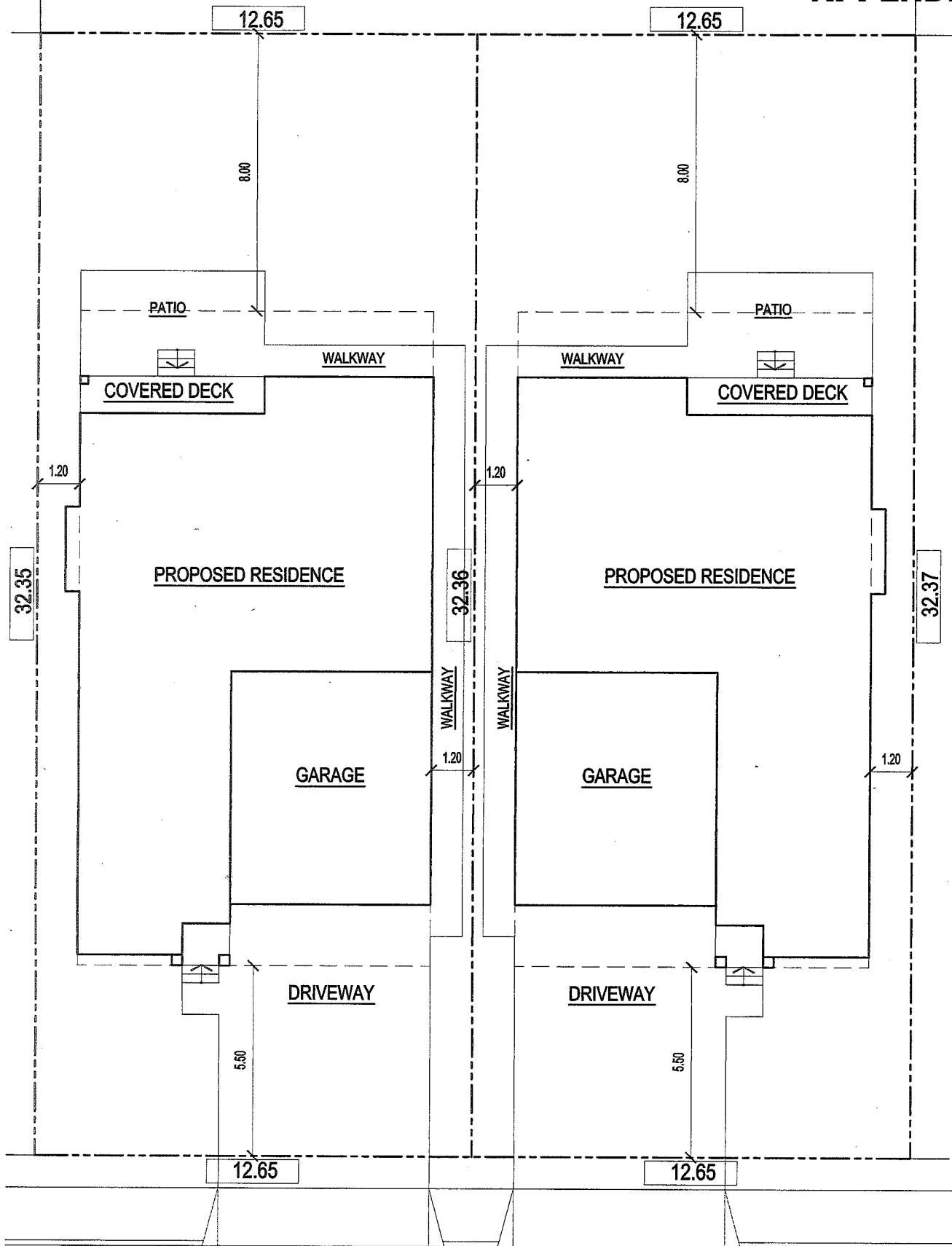
READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

APPENDIX D



11780 BURNETT STREET

SITE PLAN

SCALE 1:100

RECEIVED

JUL 11 2018

MAPLE RIDGE
PLANNING DEPARTMENT

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No.7491-2018
12121 232 Street

MEETING DATE: September 18, 2018
FILE NO: 2018-132-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 12121 232 Street, from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit future subdivision into approximately three single family lots. To proceed further with this application additional information is required as outlined below.

The application is subject to a \$5,100 charge per lot as part of the Community Amenity Contribution (CAC) Program Policy 6.31 as updated December 12, 2017.

RECOMMENDATIONS:

That Zone Amending Bylaw No.7491-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Pardeep Mangat

Legal Description: Lot G Except: Part Dedicated Road on Plan LMP4708. Section 20 Township 12 New Westminster District Plan 22644.

OCP:

Existing:	Urban Residential
Proposed:	No Change

Zoning:

Existing:	RS-3 (One Family Rural Residential)
Proposed:	R-1 (Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	R-1 (Residential District)
	Designation:	Urban Residential

South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Urban Residential
East:	Use:	Vacant
	Zone:	R-1 (Residential District)
	Designation:	Conservation
West:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Site Area:		0.17 ha (0.42 acres)
Access:		Rear Lane
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property, located at 12121 232 Street, is approximately 1,700 m² (0.42 acres) in area (see Appendix A). The subject property and surrounding lots are characterized by one or two storey single family dwellings (see Appendix B). The subject property is relatively flat with a few trees located along the 232 Street frontage (see Appendix D).

c) Project Description:

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit subdivision into three single family lots (see Appendix D). The application proposes to continue the lane from the north to provide rear access to the three proposed lots.

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Urban Area Boundary, east of the Town Centre and north of Dewdney Trunk Road. It is currently designated *Urban Residential*. No OCP amendment is required to support the proposed R-1 (Residential District) zoning.

The development of the property is subject to the Major Corridor infill policies of the OCP because it is located on 232 Street, an arterial road. These policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design setbacks and lot configuration with the existing pattern of development in the area.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 12121 232 Street from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a three lot single family subdivision. The minimum lot size for the current RS-1 zone is 668 m², while the minimum lot size for the proposed R-1 zone is 371 m².

Development Permits:

A Development Permit is not required for this rezoning, as the single detached residential dwellings proposed by this application are exempt from the Development Permit Area Guidelines.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than 5 dwelling units.

e) Interdepartmental Implications:

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

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

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

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

f) Development Applications:

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

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

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

CONCLUSION:

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

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

"Original signed by Adam Rieu"

Prepared by: Adam Rieu
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Christine Carter" for

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

"Original signed by Kelly Swift" for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7491-2018
Appendix D – Proposed Site Plan



Scale: 1:2,500

Legend

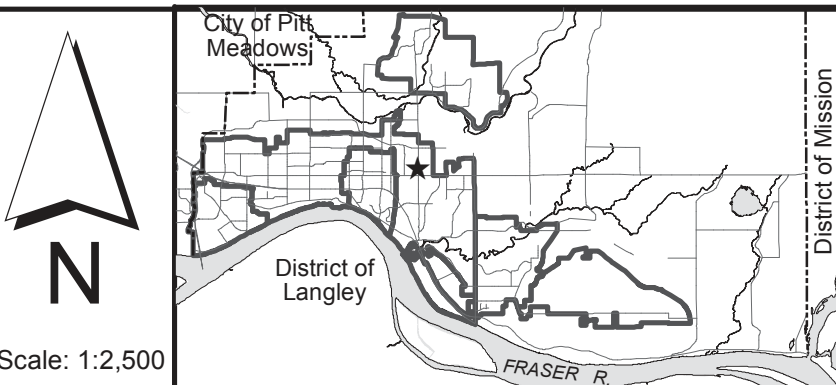
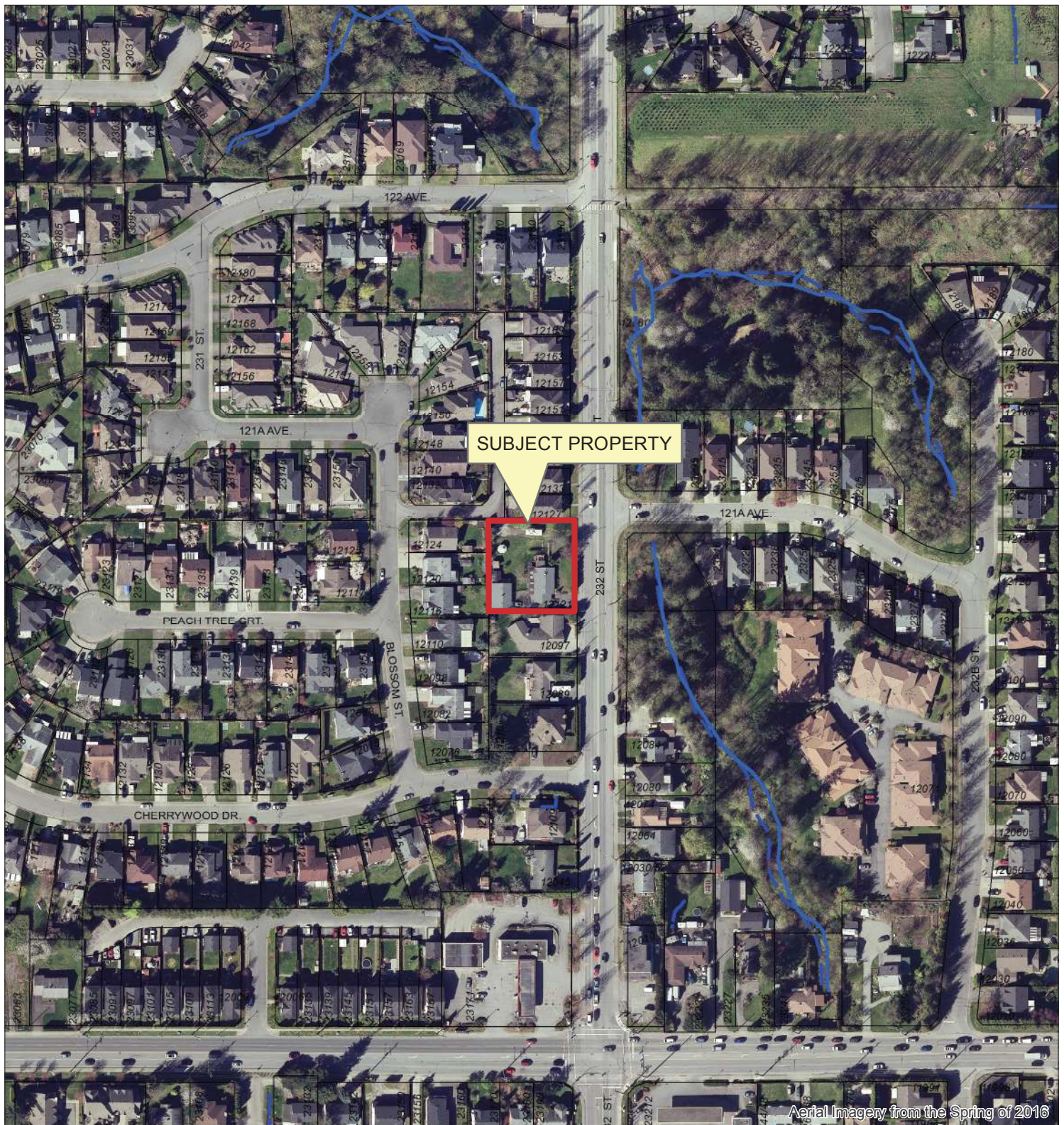
- Stream
- Ditch Centreline
- .- Indefinite Creek

12121 232 STREET



FILE: 2018-132-RZ
DATE: Apr 10, 2018

BY: PC



12121 232 STREET



FILE: 2018-132-RZ
DATE: Apr 10, 2018

BY: PC

CITY OF MAPLE RIDGE BYLAW NO. 7491-2018

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7491-2018."
2. That parcel or tract of land and premises known and described as:

Lot G Except: Part Dedicated Road on Plan LMP4708, Section 20 Township 12 New
Westminster District Plan 22644

and outlined in heavy black line on Map No. 1772 a copy of which is attached hereto and forms part of this Bylaw, is/are hereby rezoned to R-1 (Residential District).

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

READ a first time the day of , 20

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED, the day of , 20

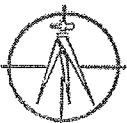
PRESIDING MEMBER

CORPORATE OFFICER



*Proposed Subdivision Layout Of Lot G Except: Part Dedicated
Road On Plan LMP4708. Section 20 Township 12
New Westminster District Plan 22644*

Proposed Lot Dimensions Are Based On
Plan 22644 And May Change With Current
Legal Survey



Date: April 21, 2017 File: MR17-796SK

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7486-2018
12294 Laity Street

MEETING DATE: September 18, 2018
FILE NO: 2018-301-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a two lot subdivision of two single family residential lots. This application is in conformance with the Major Corridor Infill policies of the *Urban Residential* designation within the Official Community Plan.

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

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

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7486-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Pavan Rakhra
Legal Description:	Lot 2, District Lot 248, Group 1, New Westminster District Plan 14302
OCP:	
Existing:	Urban Residential
Proposed:	No change
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Single family dwelling
	Zone: RS-1
	Designation: Urban Residential

South:	Use:	Single family dwelling
	Zone:	RS-1
	Designation:	Urban Residential
East:	Use:	Single family dwelling
	Zone:	RS-1
	Designation:	Urban Residential
West:	Use:	Single family dwelling
	Zone:	RS-1
	Designation:	Urban Residential
Existing Use of Property:		Single family dwelling
Proposed Use of Property:		Two single family dwellings
Site Area:		887 m ² (0.22 acres)
Access:		Laity Street
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property, located at 12294 Laity Street, is a rectangular shaped corner lot that is approximately 887 m² (0.22 acres) in size (see Appendix A). The subject property and surrounding lots are characterized by one or two storey single family dwellings in a well established residential neighbourhood (see Appendix B). The subject property is flat with no trees on it.

c) Project Description:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit the subdivision into two single family lots (see Appendix D).

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Urban Area Boundary west of the Town Centre and north of Dewdney Trunk Road. It is currently designated *Urban Residential*. No OCP amendment is required to support the proposed R-1 (Residential District) zoning.

The development of the property is subject to the Major Corridor infill policies of the OCP because it is located on Laity Street, a collector road. While the R-1 zone will allow smaller lots than the surrounding RS-1 zoned properties, the future single family dwellings on these two lots would not significantly alter the character of the surrounding neighbourhood. The use of the R-1 zone on this development site is consistent with the OCP.

However, Policy 3-21 of the OCP states that development should respect and reinforce the physical patterns and characteristics of established neighbourhoods, with particular attention to site design, setbacks, and building massing, among other considerations. In the case of this particular application, further consideration of maximum building height may be warranted. The houses located to the west and north of the development site are one and two storeys, and approximately 5 m to 8 m in height. The houses to the south and southeast are newer, two storey homes with basements that are around 10 m in height. This compares to the 11 m maximum height currently allowed by the proposed R-1 zone, as well as in all of the City's current single family and duplex zones.

Council has also recently been considering new infill zones that propose maximum building heights of 9.5 m. In July 2018, Council considered the creation of a new, 450 m² residential infill zone, and has been considering the new RT-2 (Ground-Oriented Residential Infill) zone for triplexes, fourplexes and courtyards over the last year. Both new zones propose a 9.5 m maximum building height. The reduced height was recommended in order to allow infill projects to be more compatible with older, existing homes in established residential neighbourhoods.

Therefore, noting that the neighbourhood around the development site appears to be sensitive to the height of new infill developments, should Council wish to limit the height of new houses in this development application, a covenant can be applied to restrict the maximum building height to 9.5 m. This would be in line with the new infill zones being created, and can enhance neighbourhood compatibility.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 12294 Laity Street from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a two lot single family subdivision. The minimum lot size for the current RS-1 zone is 668 m², while the minimum lot size for the proposed R-1 zone is 371 m². The proposed subdivision will create two lots approximately 409 m² (4,402 sf) in size, which is greater than the minimum area required.

The applicant will be requesting a variance to the lot width requirement of the R-1 zone, from 12.0 m to approximately 11.47 m for the new lots, a variance of 0.53 m. The proposed variance will be considered as part of a Development Variance Permit application that will accompany this rezoning application.

Development Permits:

A Development Permit is not required for this rezoning, as the single detached residential dwellings proposed by this application are exempt from the Development Permit Area Guidelines.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than 5 dwelling units.

e) Interdepartmental Implications:

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

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

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

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

f) Development Applications:

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

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

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

CONCLUSION:

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

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

"Original signed by Chee Chan"

Prepared by: Chee Chan, MCIP, RPP, BSc
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Christine Carter" for

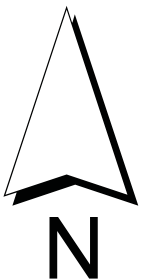
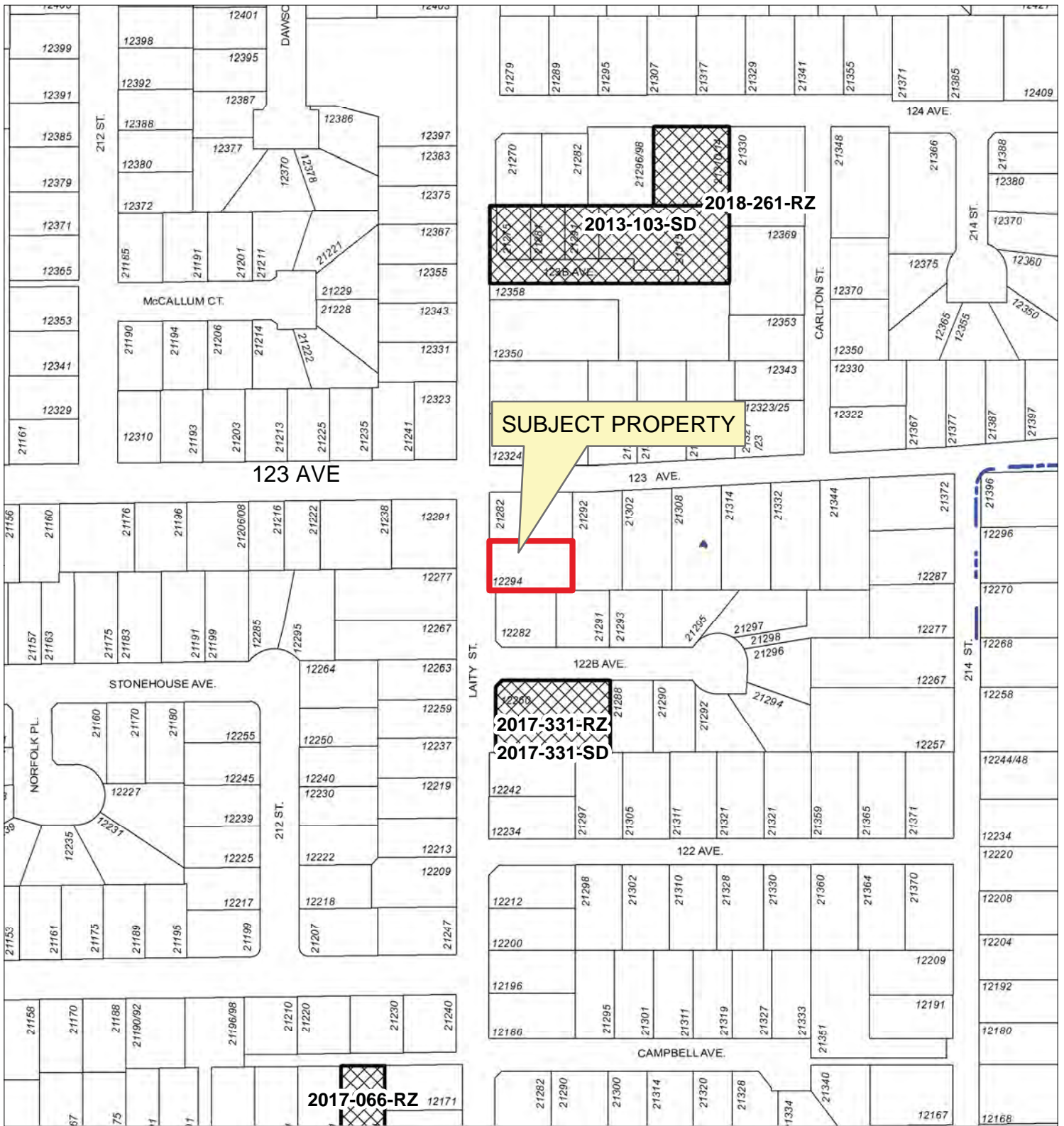
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

"Original signed by Paul Gill"

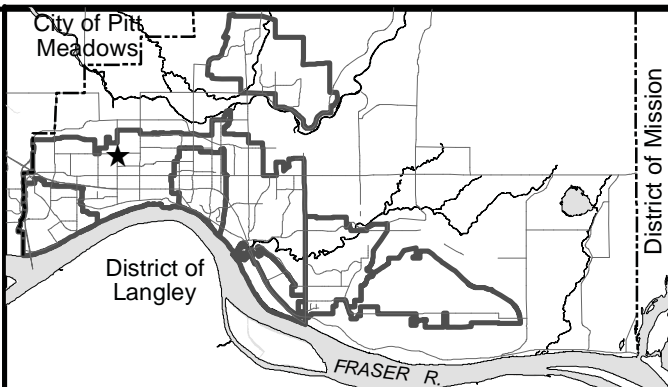
Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7486-2018
Appendix D – Proposed Site Plan



Scale: 1:2,500

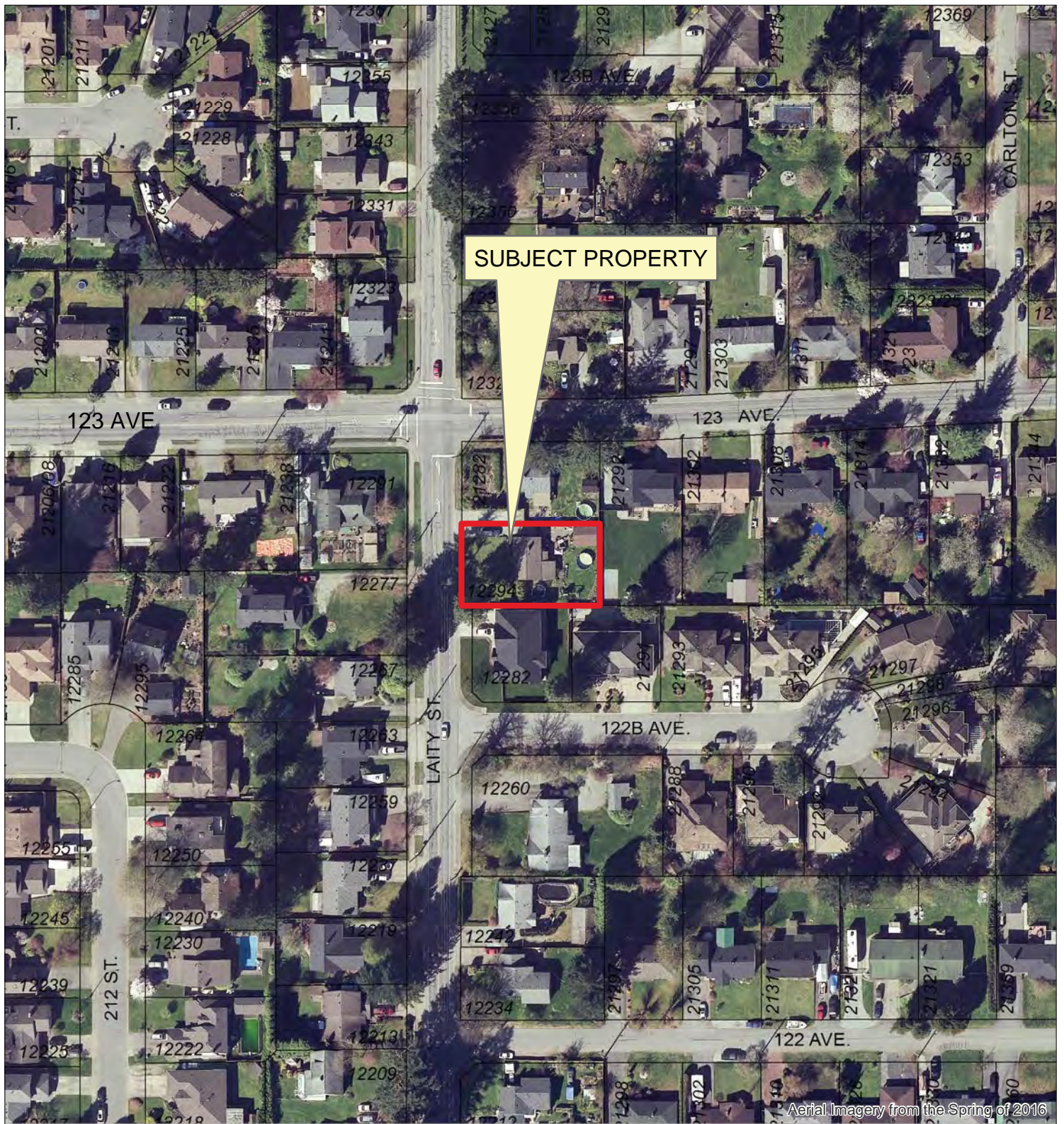


12294 Laity St

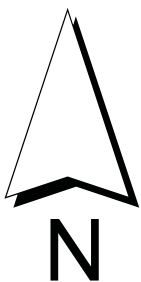


2018-301-RZ
DATE: Jul 20, 2018

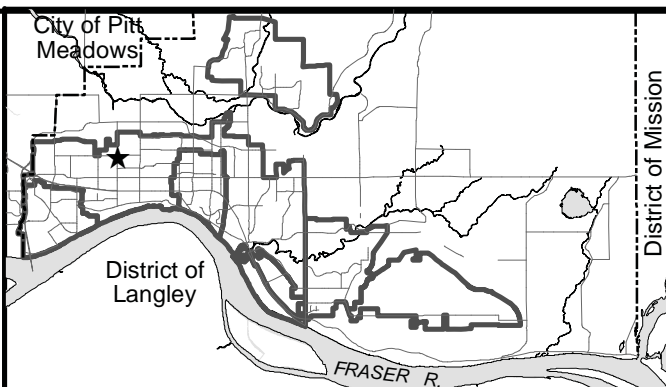
BY: JV



Aerial Imagery from the Spring of 2016



Scale: 1:1,500



12294 Laity St

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2018-301-RZ

DATE: Jul 20, 2018

BY: JV

APPENDIX C

**CITY OF MAPLE RIDGE
BYLAW NO. 7486-2018**

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7486-2018."
2. That parcel or tract of land and premises known and described as:

Lot 2, District Lot 248, Group 1, New Westminster District Plan 14302

and outlined in heavy black line on Map No. 1770 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).
3. Maple Ridge Zoning Bylaw No. 3510 – 1985, as amended and Map "A" attached thereto are hereby amended accordingly.

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

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

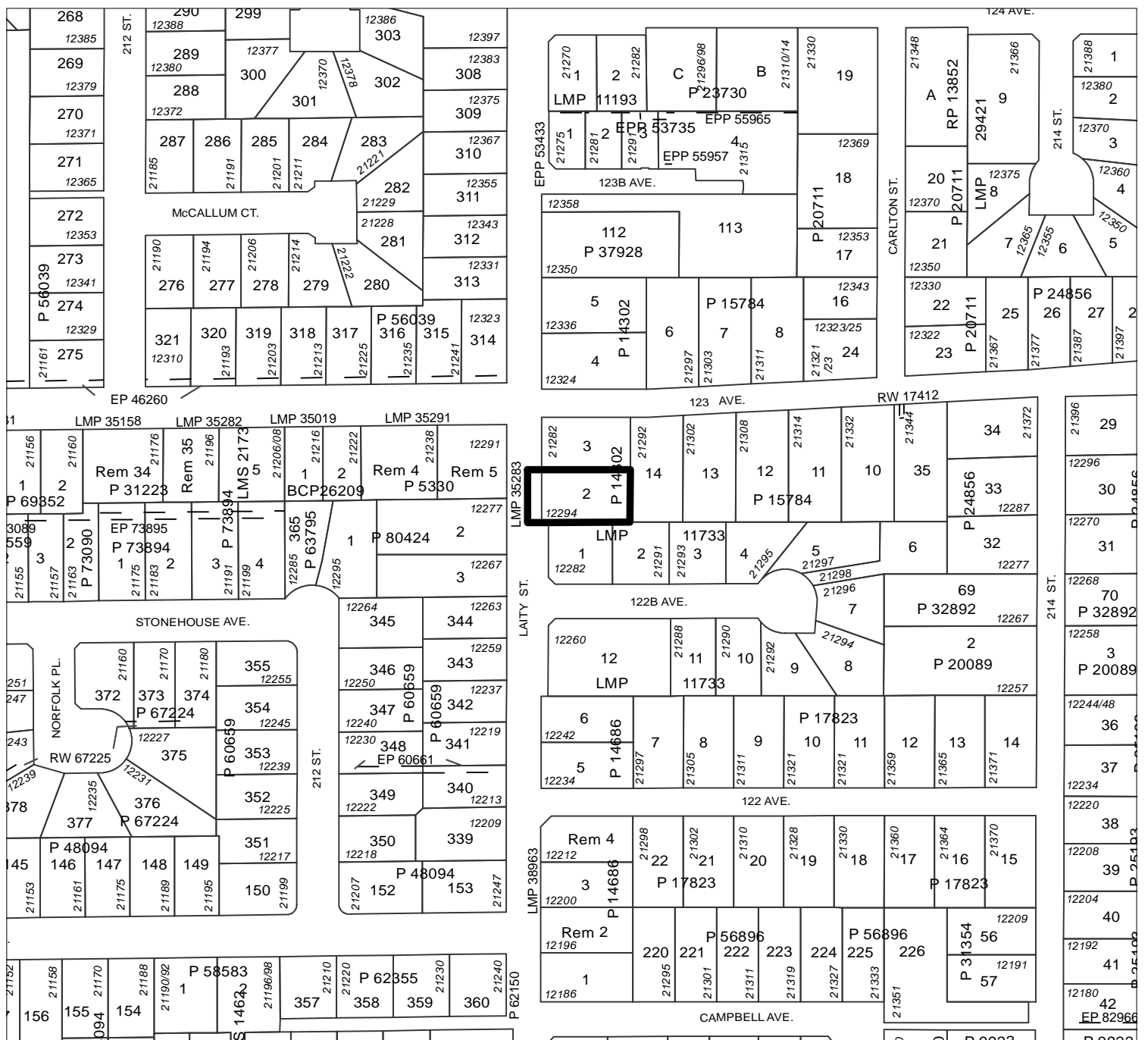
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7486-2018

Map No. 1770

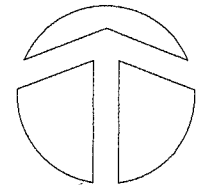
From: RS-1 (One Family Urban Residential)

To: R-1 (Residential District)



SCALE 1:2,500

APPENDIX D

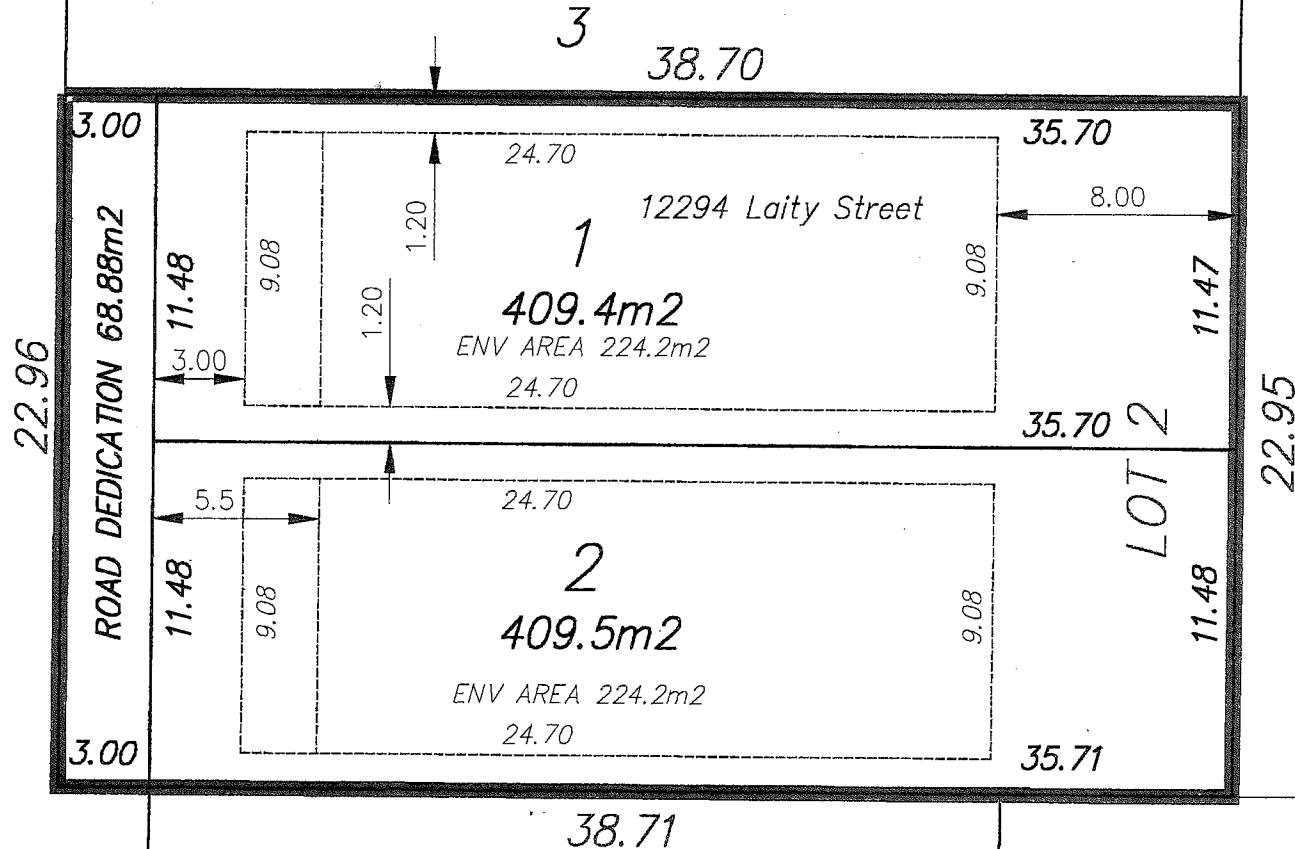


1:250

PROPOSED 2 R-1 LOTS
MIN AREA 371m²
MIN LOT DEPTH 27m
MIN LOT WIDTH 12.0m

PROPOSED 409m²
PROPOSED 35.70m
PROPOSED 11.48m DVP REQUIRED

Laity Street



Client:

Iqbal Rai

Project:

12294 Laity Street
Maple Ridge, BC

PROPOSED SUBDIVISION Plan Of Lot 2
DL 248 Gp 1 NWD
Plan 14302

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: September 18, 2018
FILE NO: 2017-319-RZ
MEETING: Council
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7391-2017
Second Reading
Zone Amending Bylaw No. 7387-2017
13589 232 Street

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 13589 232 Street, from RS-3 (One Family Rural Residential) to R-1 (Residential District), to permit a future subdivision of approximately five lots. Council granted first reading to Zone Amending Bylaw No. 7387-2017 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on October 10, 2017. The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 8,000 m² (2 acres) and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m² (3,993 ft²).

This application requires an amendment to the OCP to re-designate the land use from *Eco Clusters* to *Conservation* and *Low/Medium Density Residential*. This OCP amendment can be supported as the five lots fall within the density range of both the *Low/Medium Density Residential* designation and the *Eco Clusters* designation. An amendment to the OCP is also required to adjust the area designated *Conservation* around the watercourse.

Pursuant to Council Policy, this application is subject to the Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$25,500.00.

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. 7391-2017 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. 7391-2017 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. 7391-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7391-2017 be given first and second readings and be forwarded to Public Hearing;

- 5) That Zone Amending Bylaw No. 7387-2017, as amended in this report, dated September 18, 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) 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;
 - iii) Road dedication on 136 Avenue and the new road, as required;
 - iv) Park dedication as required, including construction of a multi-purpose trail; and removal of all debris and garbage from park land;
 - v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - vi) Registration of a Restrictive Covenant for Tree Protection;
 - vii) Registration of a Restrictive Covenant for Stormwater Management;
 - viii) Removal of existing buildings;
 - ix) Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site, if required;
 - 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 property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
 - xi) That a voluntary contribution, in the amount of \$25,500.00 (\$5,100.00/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	D. Laird, Aplin & Martin Consultants
Legal Description:	Lot 7, Section 29, Township 12, New Westminster District Plan 11173
OCP:	
Existing:	Low/Medium Density Residential, Eco Clusters and Conservation
Proposed:	Low/Medium Density Residential and Conservation

Zoning:

Existing:	RS-3 (One Family Rural Residential)
Proposed:	R-1 (Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential, under application for townhouses
	Zone:	A-2 (Upland Agricultural), under application to rezone to RM-1 (Townhouse Residential)
	Designation:	Medium/High Density Residential, Conservation, and Civic
South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Eco Clusters and Conservation
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Open Space, Conservation, and Eco Clusters
West:	Use:	Park
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	0.4 ha (1 acre)
Access:	136 Avenue and new road
Servicing requirement:	Urban Standard

2) Project Description:

The subject property, located at 13589 232 Street, is located on the south-west corner of 136 Avenue and 232 Street and slopes from east to west towards Cattell Brook (see Appendices A and B). There is an existing single family dwelling located on the eastern side of the property, and several trees located on the western half of the property.

The property to the north of the subject property is currently under application for a townhouse development of approximately 54 units, and the property to the east is currently under application for a single-family development of approximately 10 lots.

The applicant is proposing to rezone the property from RS-3 (One Family Rural Residential) to R-1 (Residential District) to allow the future subdivision of approximately five single family lots. As the subject property is located within 50 m (164 ft.) of the top of bank of a watercourse and contains some slopes greater than 15%, a Watercourse Protection and Natural Features Development Permit is required.

3) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Blaney Hamlet of the Silver Valley Area Plan in the OCP. A strip along the western property line is designated as *Conservation*, the north half of the property is designated as *Low/Medium Density Residential* and the south half of the property is designated as *Eco Clusters*. The *Low/Medium Density Residential* designation is intended to provide 15 to 40 units per hectare, and will be located adjacent to schools, commercial uses, and civic uses. The *Eco Clusters* designation is intended to allow for a group of housing units, condensed within clearly defined limits, surrounded by open space and linked to other parts of the Silver Valley community by a single local road. *Eco Clusters* are intended to provide development opportunities in sparsely developed or rural areas, in a cluster form which support sensitive implementation, minimal site re-grading and tree clearing, and integration of housing into a forest setting. An *Eco Cluster* includes varying levels of density, ranging from 5 to 15 units per hectare, in the form of single family and/or multifamily units; however, due to the property's proximity to the Hamlet Centre, a density of 15 units per hectare is appropriate.

The five lots on this property result in a density of 12.5 units per hectare, which falls within the density range of both the *Low/Medium Density Residential* designation and the *Eco Clusters* designation. Staff are proposing an OCP amendment for housekeeping reasons to make the designation boundary consistent with the zone boundary, and a *Conservation* boundary adjustment is required (see Appendix C). This OCP amendment can be supported, as it is administrative in nature and would not impact an *Eco Cluster* development from occurring to the south.

ii) Zoning Bylaw:

Zoning Bylaw No. 7387-2017 was given first reading on October 10, 2017, with the intent to rezone to the RS-1b (One Family Urban (Medium Density) Residential) zone. The proposed subdivision and Zoning Bylaw have since been amended to the R-1 (Residential District) zone, to allow for the required road dedication and maintain the original proposal of five lots (see Appendices D and E). Variances are being requested, as discussed below.

iii) Proposed Variances:

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

- *Zoning Bylaw No. 3510-1985, Part 6, Section 601C. REGULATIONS FOR THE SIZE, SHAPE AND SIZING OF BUILDINGS AND STRUCTURES, (11) Buildings and Structures for One Family Residential Use in the R-1 zone, (c) (i), to reduce the front yard setback from 5.5 m (18 ft.) to 4.5 m (14.8 ft.)*
- *Zoning Bylaw No. 3510-1985, Part 6, Section 601C. REGULATIONS FOR THE SIZE, SHAPE AND SIZING OF BUILDINGS AND STRUCTURES, (11) Buildings and Structures for One Family Residential Use in the R-1 zone, (c) (ii), to reduce the rear yard setback from 8.0 m (26.2 ft.) to 6.0 m (19.7 ft.)*

- *Zoning Bylaw No. 3510–1985, Schedule D – Minimum Lot Area and Dimensions*, to reduce the minimum lot depth from 24 m (78.7 ft.) to 22 m (72.2 ft.) for proposed lots 4 and 5.
- *Subdivision and Development Services Bylaw No. 4800 – 1993, City of Maple Ridge Design and Construction Documents – Part 4: Supplementary Standard Detail Drawings*: To reduce the minimum road Right-of-Way for a Silver Valley Local 1 road from 13.0 m (42.7 ft.) down to 12.0 m (39.4 ft.).

The requested variances will be the subject of a future Council report. Note that the requested variances for the front and rear setbacks are not required for the creation of the lots, but will impact the size of the home that can be built on proposed lots 4 and 5. Should Council not support the setback variances, the homes can be designed to comply with the regulations of the R-1 (Residential District) zone.

iv) 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.

v) Development Permits:

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 Council 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:

A Form and Character Development Permit is not required and therefore this application does not need to be reviewed by the Advisory Design Panel.

vii) Development Information Meeting:

A Development Information Meeting was held at Yennadon Elementary School on July 12, 2018. Six 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:

- There were some traffic concerns from residents to the west, with the development having access off of 136 Avenue.
- There were concerns with speeding on 136 Avenue, a resident requested a four-way stop at the intersection of 230A Street and 136 Avenue.
- One resident would have liked to have seen higher density at this location.

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

- The applicant responded that the traffic generated from this development would likely head east to 232 Street, so would have little impact on the residents to the west.
- The installation of a four-way stop would need to be justified by a warrant review. Current traffic patterns in this area suggest that a four-way stop at this location would not be warranted.
- The proposed density complies with the OCP land use designation for the property.

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 that is proposed to be dedicated as park on the subject property and this land will be required to be dedicated as a condition of final reading.

4) Environmental Implications:

The Environmental Assessment, the Arborist Report, the Geotechnical Report, the Wildfire Hazard Assessment, and the Stormwater Management Plan have been reviewed. The Registered Professional Forester will be coordinating their recommendations with the environmental consultant, civil engineer, and arborist to ensure the environmental objectives are achieved.

Restoration measures with a cost estimate and security deposit are required, including a five-year maintenance period.

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. 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. Required servicing will include:

- Curb and gutter, sidewalk, road drainage, storm system, street lighting, and street trees, will be required for the new 231A Street frontage. Upgrades will also be required for the

existing 136 Avenue. These could include, but not be limited to: road widening, curb and gutter, sidewalk, street lights, street trees and road drainage. Improvements on 232 Street are currently being constructed as part of the City's 232 Street Road and Drainage Improvement Project.

- Servicing will need to fit within the proposed reduced road Right-of-Way width for 231A Street for this proposed subdivision to be approved in its current form.

ii) **Parks & Leisure Services Department:**

The Parks Planning and Development Section has reviewed the development application and supports the proposed trail connection along the western property line.

iii) **Fire Department:**

The Fire Department reviewed the Wildfire Hazard Assessment and found it acceptable.

6) **External Agency Implications:**

i) **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. The School District responded on April 9, 2018 and September 4, 2018, with the following information:

"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 2017-18 school year, the student enrolment at Yennadon Elementary is 571 students (91.34% 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 is 748 students (71% 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 make the designation boundary consistent with the zone boundary and amend the *Conservation* boundary, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

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 reading be given to OCP Amending Bylaw No. 7391-2017, that second reading be given to Zone Amending Bylaw No. 7387-2017, as amended in this report, and that application 2017-319-RZ be forwarded to Public Hearing.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

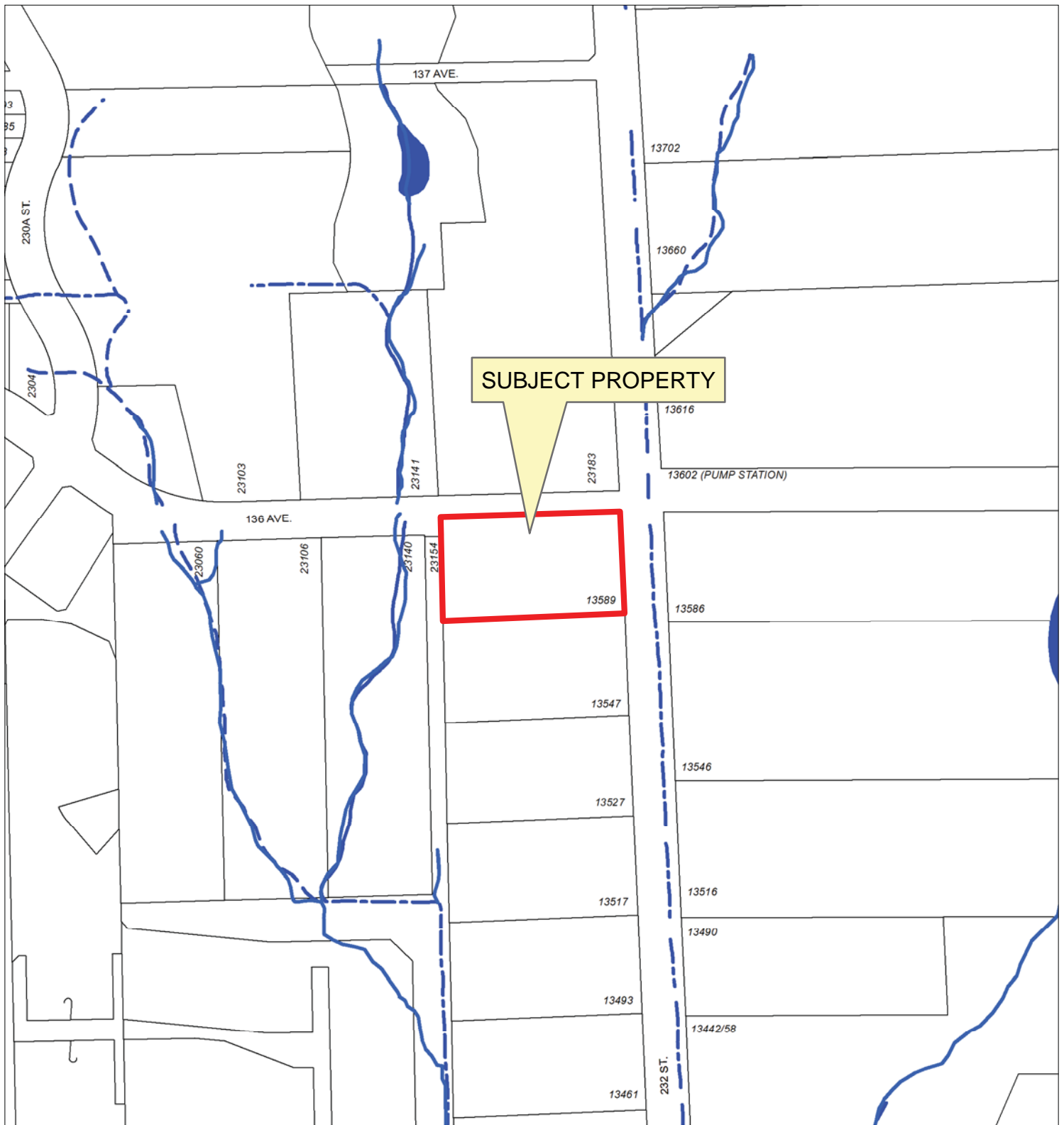
Approved by: Frank Quinn, MBA, P.Eng.
GM Public Works & Development Services

“Original signed by Kelly Swift” for

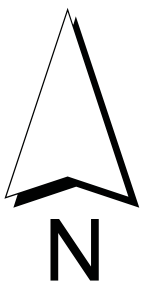
Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7391-2017
Appendix D – Zone Amending Bylaw No. 7387-2017
Appendix E – Subdivision Plan
Appendix F – Proposed Variances







SUBJECT PROPERTY



Scale: 1:2,500

Legend

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

13589 232 St

PLANNING DEPARTMENT



MAPLE RIDGE

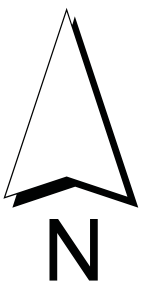
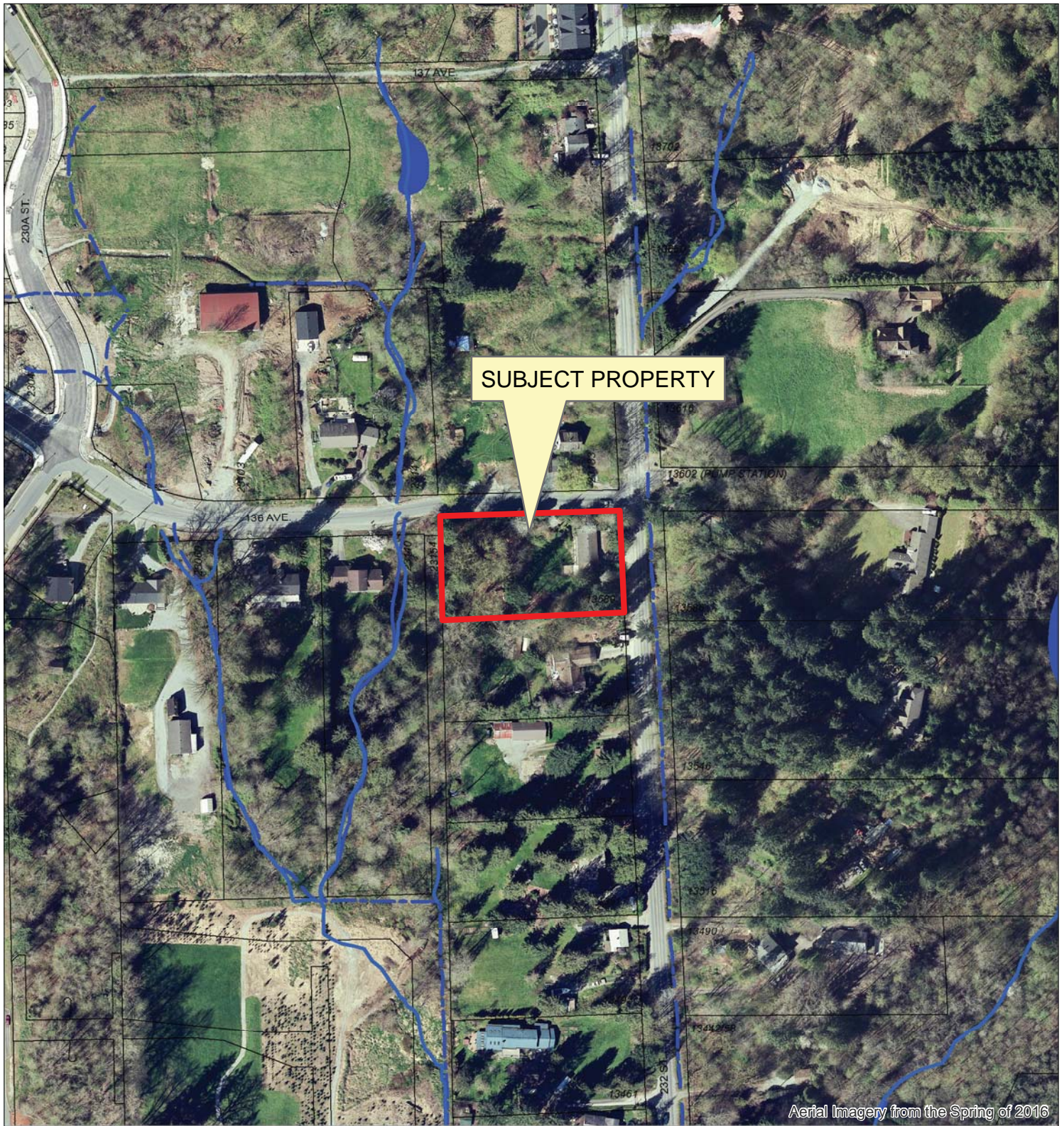
British Columbia

mapleridge.ca

2017-319-RZ


DATE: Jul 26, 2017

BY: JV



Scale: 1:2,500

Legend

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

13589 232 St

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2017-319-RZ
DATE: Jul 26, 2017

BY: JV

**CITY OF MAPLE RIDGE
BYLAW NO. 7391-2017**

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

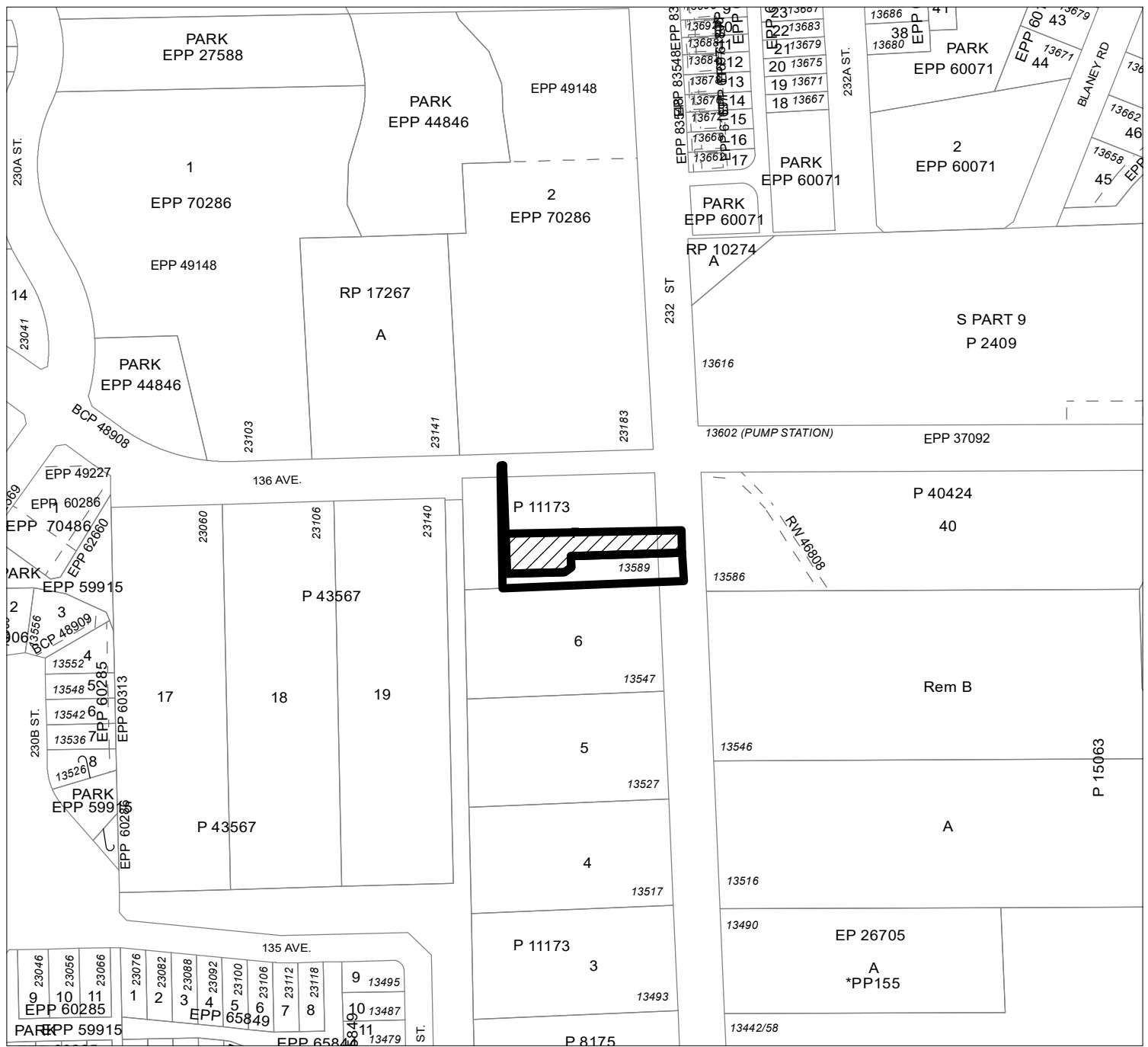
NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

- and outlined in heavy black line on Map No. 956, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

- and outlined in heavy black line on Map No. 957, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

- READ** a first time the day of , 20
READ a second time the day of , 20
PUBLIC HEARING held the day of , 20
READ a third time the day of , 20
ADOPTED, the day of , 20 .

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7391-2017

Map No. 956

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

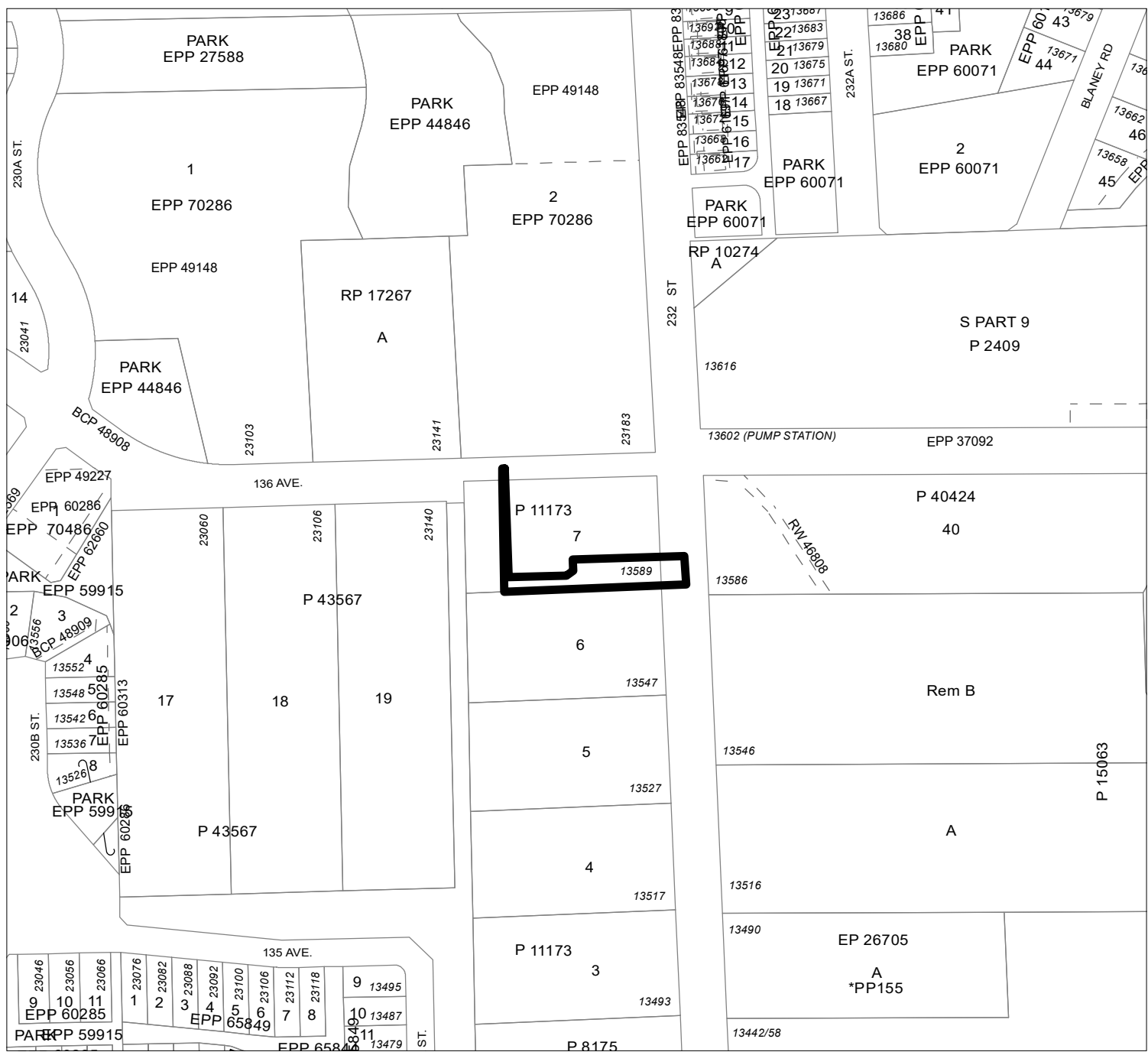
From: Low/Medium Density Residential and Eco Clusters

To:  Conservation

 Low/Medium Density Residential



SCALE 1:220,000



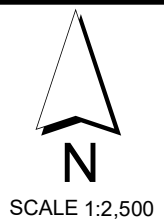
MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7391-2017

Map No. 957

Purpose: To Amend Figure 4 of the Silver Valley Area Plan as shown

 To Add To Conservation



CITY OF MAPLE RIDGE

BYLAW NO. 7387-2017

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7387-2017."

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

Lot 7 Section 29 Township 12 New Westminster District Plan 11173

and outlined in heavy black line on Map No. 1732 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

READ a first time the 10th day of October, 2017.

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7387-2017

Map No. 1732

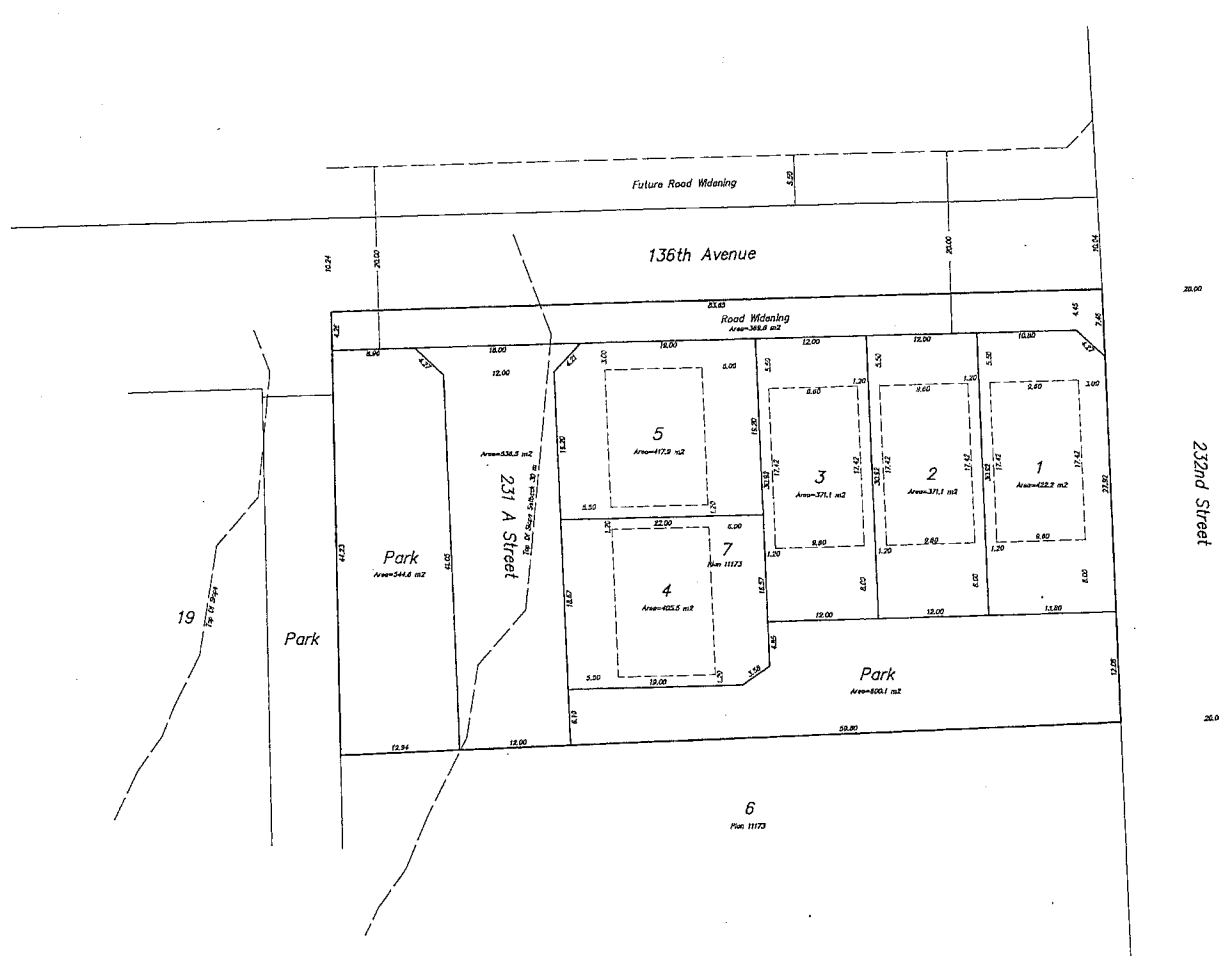
From: RS-3 (One Family Rural Residential)

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



SCALE 1:2,500

APPENDIX E



SCALE 1 : 250



Terra Pacific
Land Surveying Ltd
22371 St. Anne Avenue, Maple Ridge, BC
Phone: 604-483-2509 Fax: 604-483-4501

Client:	Urban Legacy Development Inc.
---------	-------------------------------

Project: 13589 232nd Street
Maple Ridge, BC

Drawing Title:

Sketch Plan Of A Proposed 5 Lot Subdivision
Of Lot 7 Section 29 Township 12
NWD Plan 11173

Certified Current
This 20th Day Of February, 2018.

Like Remington RVC

Notes:

Lot calculations are based on current loged survey.
Lots comply with R-1 Zoning.

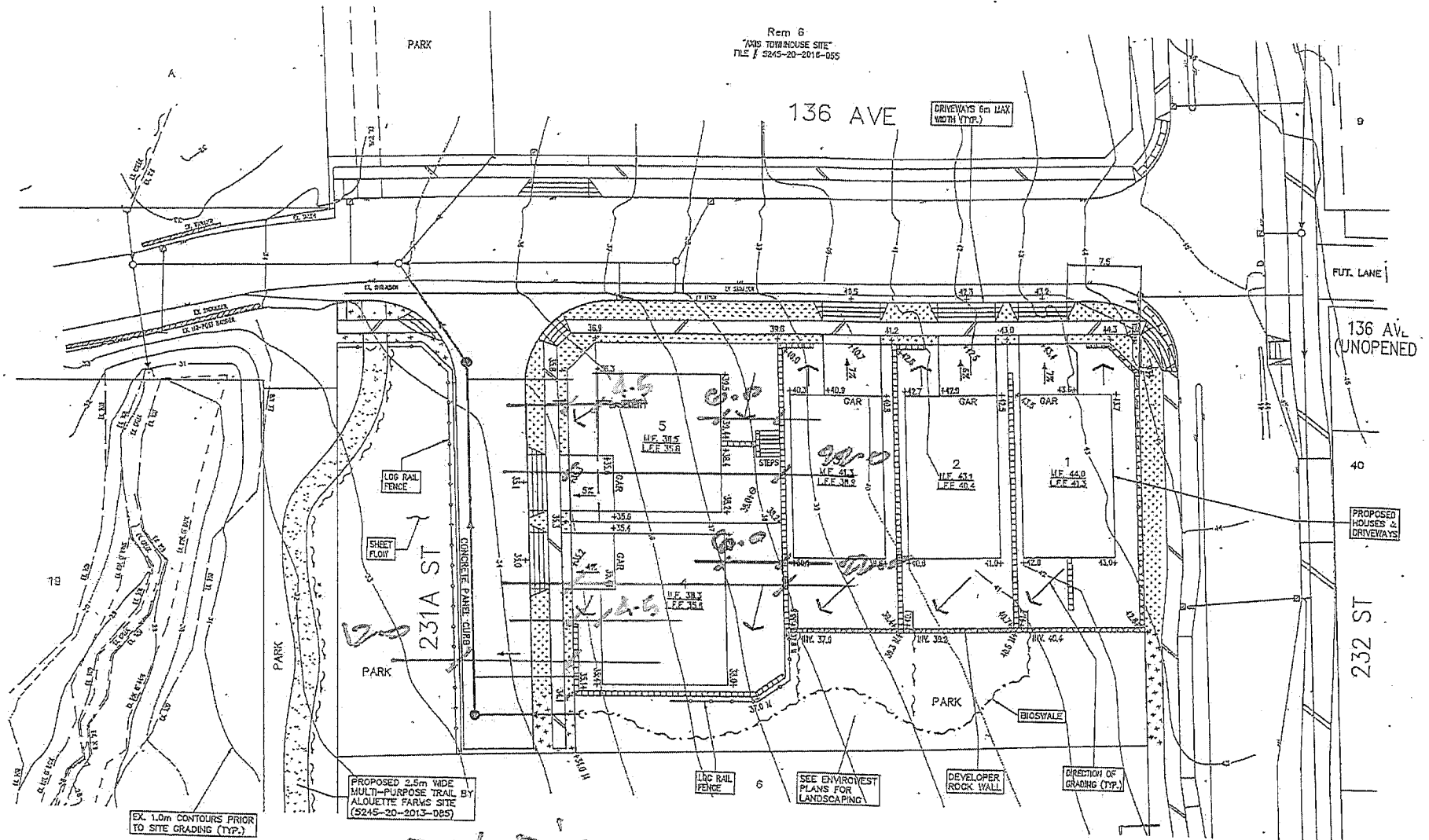
Benchmark Notes:

Elevations Are Geodetic
Referred to Monument: 84H0062
Monument Elevation: 39,225 m

Paper Size: 22" x 34"

Date: March 8, 2018

File: MR17-740SUB_rev2 (MR15-417)



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

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7488-2018;
Second Reading
Zone Amending Bylaw No. 7399-2017;
24364 112th Avenue

MEETING DATE: September 18, 2018
FILE NO: 2017-434-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 24364 112 Avenue from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) utilizing the Density Bonus provision which allows to facilitate a subdivision of approximately 15 (371m²) lots. Council granted first reading to Zone Amending Bylaw No. 7399-2017 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on November 14, 2017. The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 0.80 ha.

The proposed RS-1b (One Family Urban (Medium Density) Residential) zone, utilizing the Density Bonus complies with the policies of the Official Community Plan (OCP). However, an amendment to the OCP is required to adjust the area designated *Residential Low Density* to amend the *Conservation* boundary. The southern portions of the property will be dedicated as park for conservation purposes.

In order to achieve the Density Bonus provision of the RS-1b (One Family Urban (Medium Density) Residential) zone a Density Bonus contribution of approximately \$46,500.00 will be required.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$76,500.00.

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. 7488-2018 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. 7488-2018 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. 7488-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7488-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7399-2017 be given second reading, and be forwarded to Public Hearing; and
- 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 10.2 Albion Area Plan, Schedule 1: Albion Area Plan and Schedule "C";
 - iii) Road dedication on 112th Avenue as required;
 - iv) Park dedication as required and removal of all debris and garbage from park land;
 - v) Registration of a Restrictive Covenant for the Geotechnical Report , which addresses the suitability of the subject property for the proposed development;
 - vi) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject property;
 - vii) Registration of a Statutory Right-of-Way plan and agreement for a watermain;
 - viii) Registration of multiple Restrictive Covenants for Tree Protection, Geotechnical, Habitation and Restoration Plan and Stormwater Management;
 - ix) Removal of existing building/s;
 - 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 property. 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 \$76,500.00(\$5,100 per lot x 15 lots) be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and
 - xii) Payment of the Density Bonus provision of the RS-1b (One Family Urban (Medium Density) Residential) zone, in the amount of \$46,500 (\$3,100 per lot x 15 lots).

DISCUSSION:

1) Background Context:

Applicant:	Aplin & Martin Consultants - David Laird		
Legal Description:	Lot A, Section 10, Township 12, Plan NWP7408		
OCP:			
Existing:	Conservation, Low/Medium Density Residential		
Proposed:	Conservation,Low/Medium Density Residential		
Zoning:			
Existing:	RS-3 (One Family Rural Residential)		
Proposed:	RS-1b (One Family Urban (Medium Density) Residential) density bonus to R-1		
Surrounding Uses:			
North:	Use:	Single Family Homes	
	Zone:	RS-1b (One Family Urban (Medium Density) Residential) with Density Bonus to R-1 (Residential District).	
	Designation:	Low/Medium Density Residential	
South:	Use:	Single Family Homes and Vacant land	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Low Density Residential and Conservation	
East:	Use:	Single Family Home	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Low/Medium Density Residential and Conservation	
West:	Use:	Single Family Home	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Conservation	
Existing Use of Property:	Vacant		
Proposed Use of Property:	Subdivision into 15 single family lots with conservation areas and park dedication.		
Site Area:	3.76 ha (9.29 acres)		
Access:	112 th Avenue		
Servicing requirement:	Urban Standard		

2) Project Description:

The applicant has requested to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential), with a Density Bonus.

For the RS-1b (One Family Urban (Medium Density) Residential) zone, the base density is a net lot area of 557 m². A Density Bonus is an option in the RS-1b (One Family Urban (Medium Density) Residential) zone and shall be applied as follows:

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

The proposal consists of 15 R-1 (Residential District) sized lots, amounting to a Density Bonus Contribution of approximately \$46,500.00. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program which will require a contribution of \$5,100.00 per lot.

3) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Albion Area Plan and is currently designated Low-Medium Density Residential and Conservation.

The Low-Medium Density Residential designation corresponds with single detached or duplex housing with lot sizes ranging from 891 m² (9590 ft²) to 557m² (5996 ft²). High densities may be supportable in compliance with the Density Bonus Program regulations prescribed in the Zoning Bylaw.

The Conservation Designation identifies ecologically sensitive lands that require protection in order to ensure that their health, diversity and integrity are maintained. They are considered to be of high environmental or geological sensitivity.

Albion Plan Policy 10.2.2 – is intended to meet the needs of the community and respond to changes in housing form and demand over time by enabling an additional means of providing neighbourhood amenities. The Albion Area Plan Community Amenity Program provides the opportunity for a Density Bonus within a number of zones identified with the Albion Zoning Matrix. Within these zones, ‘bonus’ density may be achieved through an Amenity Contribution toward community amenities that will be located within the boundaries of the Plan Area.

The application is in compliance with *OCP Amending Bylaw No. 6995–2013*, that establishes the Density Bonus Program, and in compliance with the proposed *Zone Amending Bylaw No. 6996-2013*, that permits a Density Bonus option in the *Residential Low-Medium Density* designation in the Albion Area Plan. The applicant intends to apply the Density Bonus option to this project, as discussed above in the Project Description.

For the proposed development, an OCP amendment will be required to adjust the *Conservation* area boundary for protection of the natural features.

ii) **Zoning Bylaw:**

The current application proposes to rezone the property located at 24364 - 112 Avenue from RS-3 (One Family Suburban Residential) to RS-1b (One Family Urban (Medium Density) Residential) with a Density Bonus, to permit future subdivision into 15 R-1 (Residential District) sized single family lots. The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the applicant to reduce the single-family lot size from the RS-1b (One Family Urban (Medium Density) Residential) base density of 557 m² to 371 m². An Density Bonus Contribution of \$3,100 per lot for each lot that is less than 557 m² is required, as discussed in the Project Description above. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program and will result in a contribution of \$76,500.00.

iii) **Proposed Variances:**

A Development Variance Permit application has been received for this project and involves the following variance:

- To reduce the minimum rear yard setback from 8 m (26.25 ft.) down to 6 m (19.68 ft.) at its shortest distance.

The requested variances to R-1 (Residential District) (One Family Urban (Medium Density) Residential) zone will be the subject of a future Council report. With the density provision of the RS-1b (One Family Urban (Medium Density) Residential) zone the R-1 (Residential District) zone siting requirements apply.

iv) **Development Permits:**

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

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

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”;
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule “C”

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

v) **Development Information Meeting:**

A Development Information Meeting was held at Kanaka Elementary School on July 10, 2018. There were 6 people that 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:

- There were concerns for speeding on 112th Avenue and the amount of traffic.
- Some neighbours would like to see a bus route on 112th Avenue and more sidewalks along 112th Avenue. The applicant, commented that the completion of 2 developments to the west of this site that within 2 years the majority of 112th Avenue west of 244th Street will have a sidewalk on at least one side.

vi) Parkland Requirement:

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

For this project, there is sufficient land that is proposed to be dedicated as park on the subject property and this land will be required to be dedicated as a condition of Final Reading.

4) Environmental Implications:

The subject property is influenced by slopes; trees; and a water course. The applicant's Professional Environmental Professional has submitted the following documents in support of the application:

- Environmental Impact Assessment;
- Geotechnical Report;
- Arborist Report; and
- Watercourse Assessment report.

The Environmental Section is satisfied that the reports submitted are satisfied that they meet Maple Ridge's environmental Development Permit objectives and requirements.

5) Interdepartmental Implications:

i) Engineering Department:

- 112th Avenue will require upgrades along the frontage of the subject property to an urban arterial standard as a condition of the subdivision approval process. In addition the applicant will be responsible for the construction of the roads and lane.
- Part of the subdivision process will require a watermain along the east property line from 112th Avenue to the south property line.
- Road dedication across the property frontage on 112th Avenue to give an ultimate road right-of way width of 26.0 m.
- A Statutory Right of Way will be required along the east property line to accommodate a watermain.

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 on and no response has been received to date.

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

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 reading be given to OCP Amending Bylaw No. 7488-2018, that second reading is given to Zone Amending Bylaw No. 7399-2017, and that application 2017-434-RZ be forwarded to Public Hearing.

“Original signed by Wendy Cooper”

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

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

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

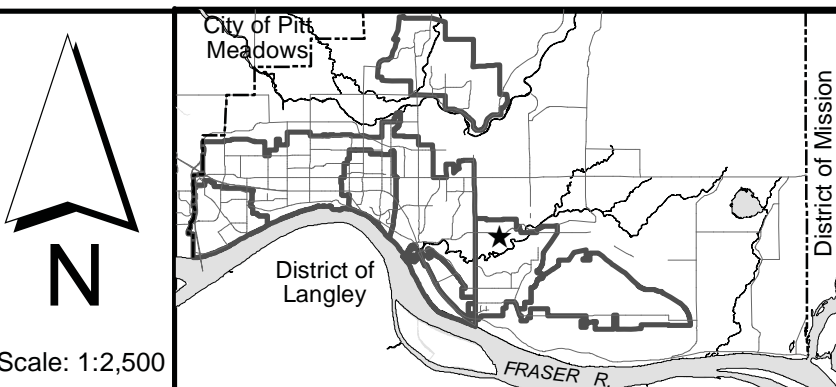
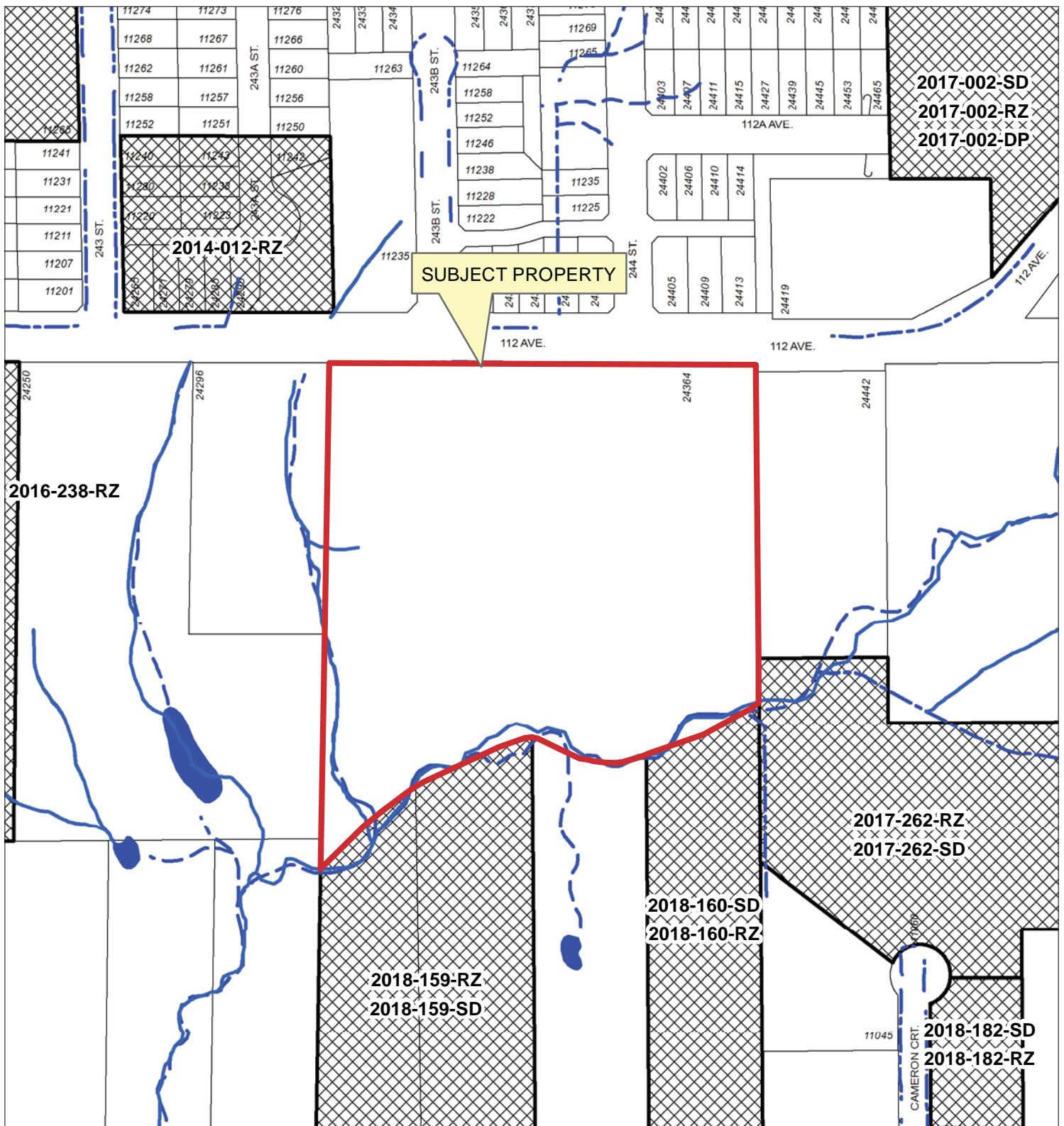
“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7488-2018
Appendix D – Zone Amending Bylaw No. 7399-2017
Appendix E – Site Plan

APPENDIX A



24364 112 AVENUE

PLANNING DEPARTMENT



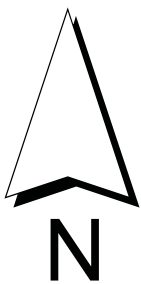
MAPLE RIDGE

British Columbia

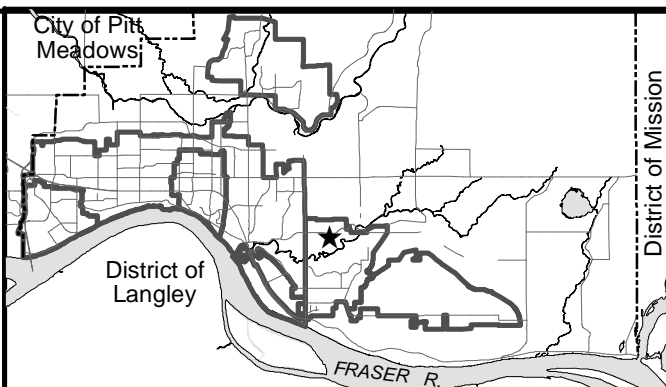
mapleridge.ca

FILE: 2017-434-RZ
DATE: Aug 30, 2018

BY: LP



Scale: 1:2,500



24364 112 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-434-RZ
DATE: Sep 28, 2017

BY: PC

**CITY OF MAPLE RIDGE
BYLAW NO. 7488-2018**

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

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

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7488-2018"
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot A, Section 10, Township 12, New Westminister District Plan 7408

and outlined in heavy black line on Map No. 980, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

Lot A, Section 10, Township 12, New Westminster District Plan 7408

and outlined in heavy black line on Map No. 980, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding and removing Conservation.

4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

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

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

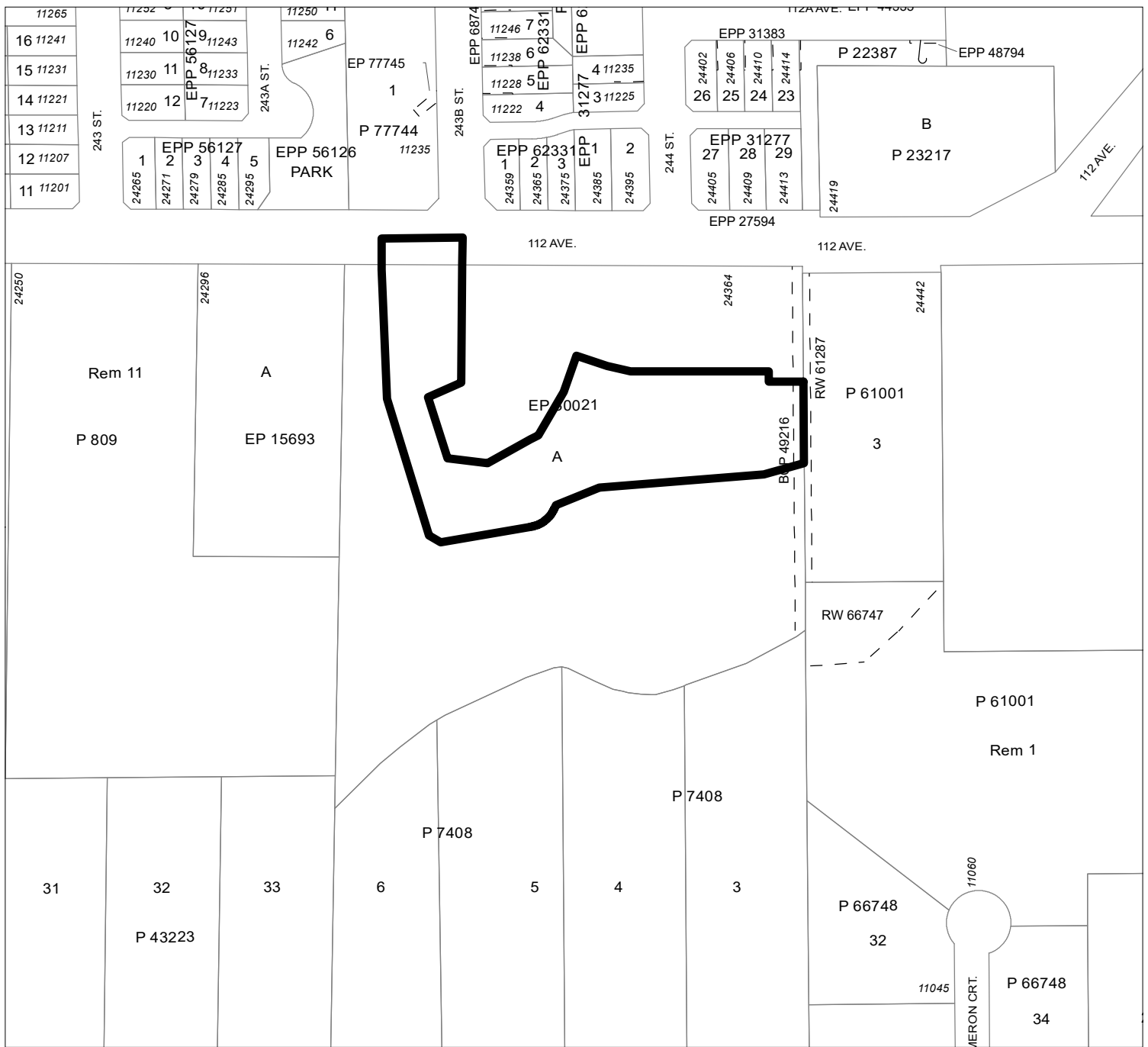
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



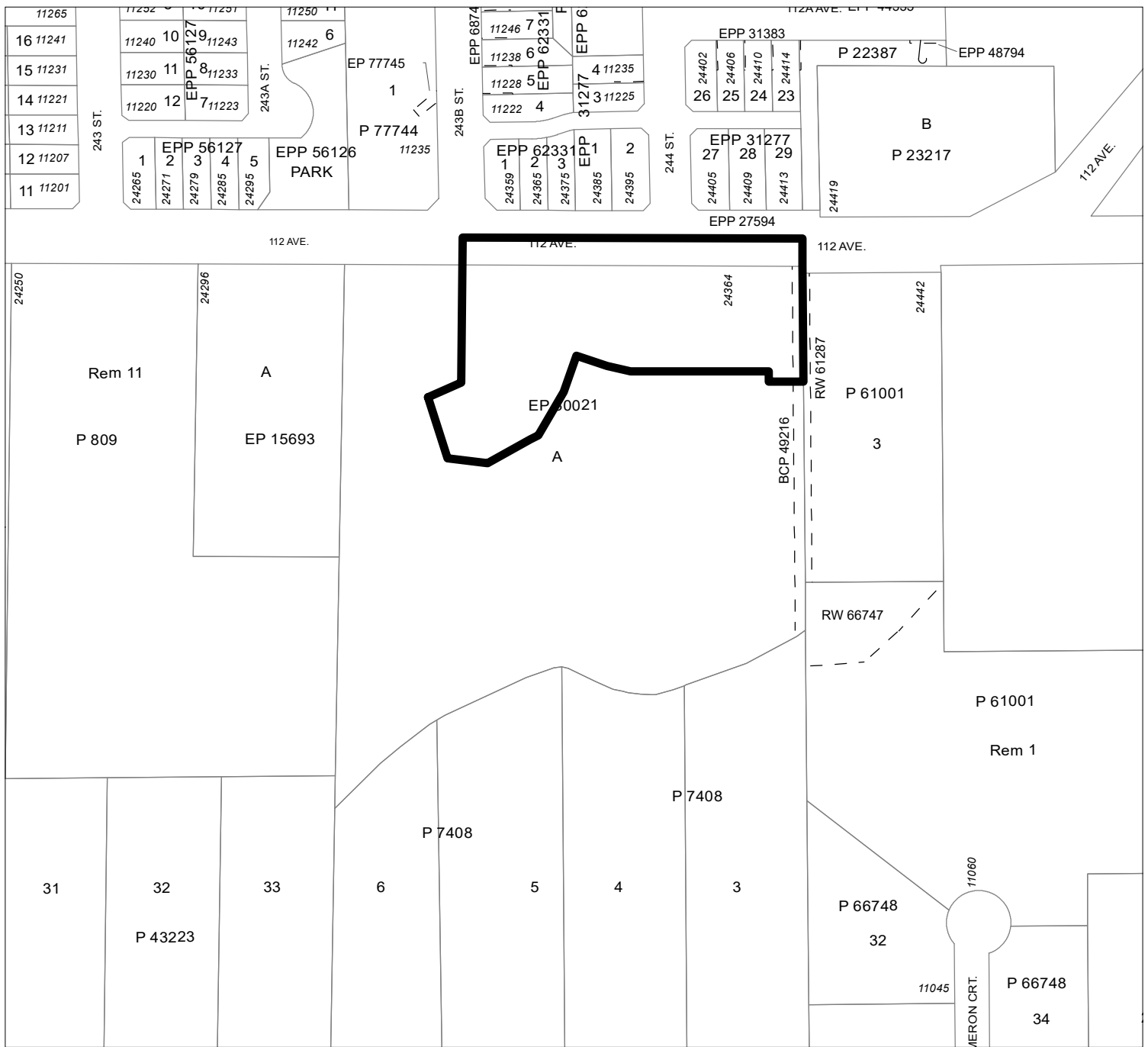
MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7488-2017
 Map No. 980
 From: Low/Medium Density Residential
 To: Conservation



SCALE 1:2,500

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7399-2017

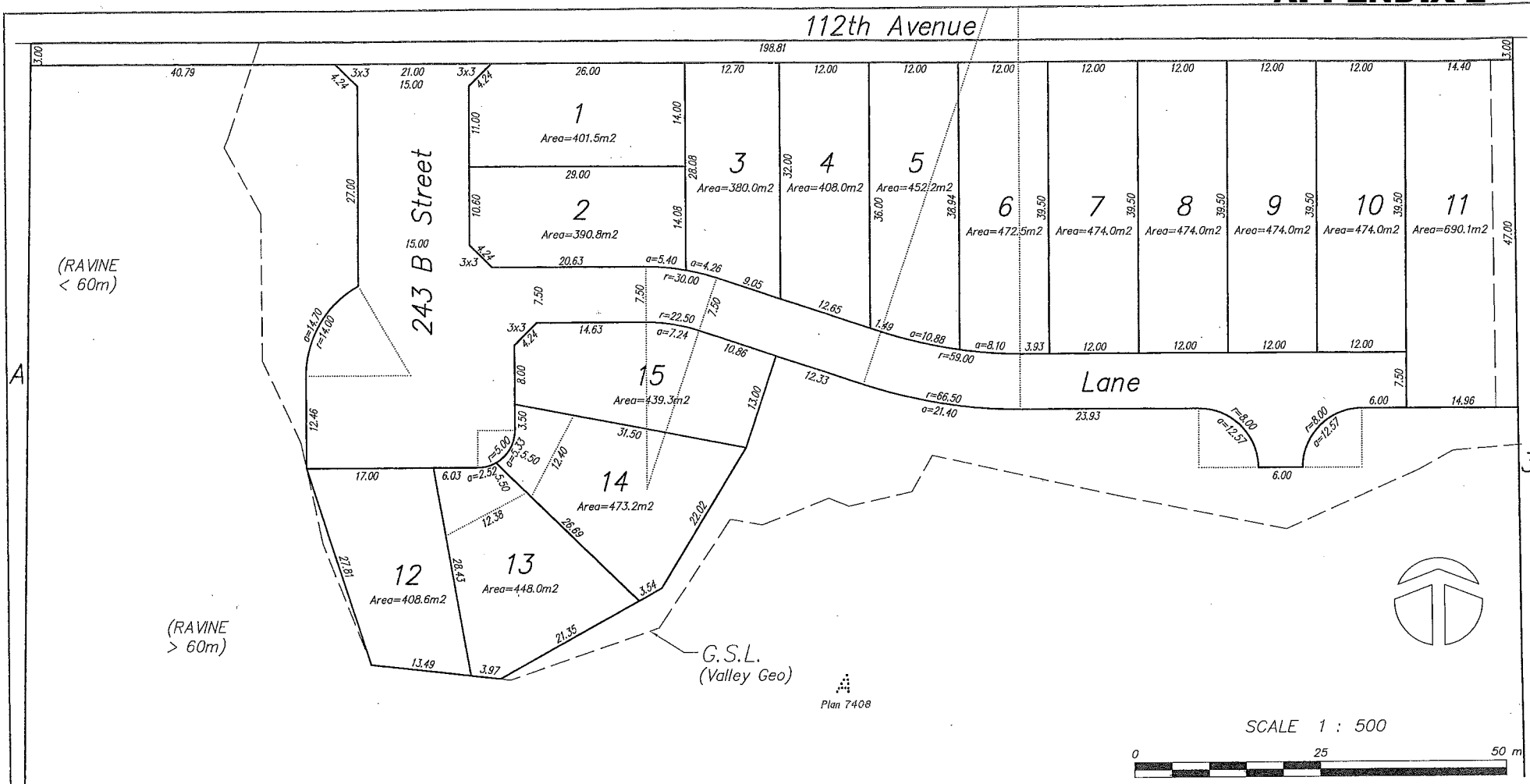
Map No. 1736

From: RS-3 (One Family Rural Residential)

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



SCALE 1:2,500



Terra Pacific

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

Drawing Title:

Sketch Plan Of Proposed 15 Lot Subdivision

Project:

*24364 112th Avenue
Maple Ridge, BC*

Notes:

R-1 Zoning
D.V.P. 6.0m rear yards Lots 12-15

Paper Size: 11" x 17"

Date: January 3, 2018

File: MR16-454sk_SUB_rev2

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: September 18, 2018
FILE NO: 2016-176-RZ
MEETING: Council
SUBJECT: Second Reading
Zone Amending Bylaw No. 7259-2016
23710 133 Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 23710 133 Avenue, from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential), to permit the future development of 16 townhouse units. Council granted first reading to Zone Amending Bylaw No. 7259-2016 on July 26, 2016.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$4,100.00 per townhouse dwelling unit, for an estimated amount of \$65,600.00.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7259-2016 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - iii) Registration of a Restrictive Covenant for Visitor Parking;
 - iv) Registration of a Restrictive Covenant for Stormwater Management;
 - v) Registration of a Restrictive Covenant for a private Sanitary Pump;
 - vi) Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site;
 - 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; and

- viii) That a voluntary contribution be provided in keeping with the Council Policy 6.31 with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Brookside Properties Ltd.
Legal Description:	Lot 4 Section 28 Township 12 New Westminster District Plan EPP73927
OCP:	
Existing:	Medium/High Density Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential) and
Proposed:	RM-1 (Townhouse Residential)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: CD-1-93 (Amenity Residential District) Designation: Medium/High Density Residential
South:	Use: Park Zone: RS-1b (One Family Urban (Medium Density) Residential) Designation: Conservation
East:	Use: Park Zone: P-1 (Park and School) Designation: Neighbourhood Park, Conservation, Medium/High Density Residential
West:	Use: Multi-Family Residential Zone: RM-1 (Townhouse Residential) Designation: Medium/High Density Residential
Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Multi-Family Residential
Site Area:	0.34 ha (0.84 acres)
Access:	133 Avenue
Servicing requirement:	Urban Standard

2) Project Description:

The subject property is 0.34 ha (0.84 acres) in area, and is bound by single family and multi-family lots to the west, single family lots to the north, Maple Ridge Park Creek to the south, and Cedar Park to the east (see Appendices A and B). Large boulders and rocky outcrops have been identified throughout the property, with a significant feature located along the northeast boundary of the site. There was a recently approved rezoning and subdivision application directly south of the watercourse (application 2016-175-RZ/SD) for the creation of three single family lots. The subject property was originally part of the larger parent parcel that was recently subdivided, creating the aforementioned three single family lots. The area around Maple Ridge Park Creek was also dedicated to the City as part of the same development.

The applicant is proposing a townhouse development consisting of 16 units. Access to the townhouse site will be from 133 Avenue. All units are proposed to have double-car garages. A common activity area is proposed along the eastern property boundary. Retaining walls are proposed along the western property boundary to mitigate the grade changes on site. The architectural aesthetics of the proposed development utilize both traditional and modern elements, to include a gable roof form, as well as contemporary details of clean straight building lines, neutral colours and large windows.

3) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Silver Valley Area Plan, just outside the River Village. The Official Community Plan (OCP) designation for the subject property is *Medium/High Density Residential*, which allows both single family and multi-family housing forms. Densities of 30-50 units per hectare are encouraged for the River Village area and may include attached as well as detached fee-simple housing. The proposed RM-1 (Townhouse Residential) development, at 16 units per 0.34 hectare, is approximately 47 units per hectare, and therefore complies with the *Medium/High Density Residential* designation within the Silver Valley Area Plan.

Design features of the Silver Valley Area Plan include concentrating higher density residential development into the Hamlets and the River Village. These areas were planned to be within walking distance of commercial uses. Residential densities outside of these core areas were reduced overall, through clustering or retention of larger lots, to retain significant natural amenities and protect view corridors. The subject property is situated on the peripheries of River Village, but maintains the higher density found within the River Village. As per the 'Design Guidelines for Residential Developments' within the Silver Valley Area Plan, "*The form and character of townhousing developments should be compatible with neighbouring residential scale and should reflect the design variety of its context.*"

ii) Zoning Bylaw:

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) (see Appendix C) to permit the future development of approximately 16 townhouse units (see Appendix D).

The maximum allowable density of the RM-1 (Townhouse Residential) zone is a floor space ratio of 0.6 times the net lot area, excluding a maximum of 50 m² of habitable basement area per unit. This development is proposing a floor space ratio of 0.6, so it complies with the allowable maximum density.

A preliminary review of the plans indicates that the proposal generally complies with the *Zoning Bylaw* and the *Subdivision and Development Services Bylaw*; however, variances will be requested, as discussed below.

iii) Proposed Variances:

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

1. To reduce the minimum front yard setback from 7.5 m (25 ft.) to 6.0 m (20 ft.) to the principal building face.
2. To reduce the minimum rear yard setback for Block 3 from 7.5 m (25 ft.) to 4.0 m (13 ft.).
3. To increase the maximum building height for Blocks 1-4 from 11 m (36 ft.) to 12.21 m (40 ft.) at its highest point.
4. To reduce the minimum required Usable Open Space for Blocks 1, 2 and 3. Note that the shortfall in individual unit Useable Open Space is provided in Community Amenity Space. Overall the required amount of Community Amenity Space is 80 m² (861 ft²) and 112 m² (1,206 ft²) is being provided.

The requested variances to the RM-1 (Townhouse Residential) zone will be the subject of a future Council report.

iv) Off-Street Parking and Loading Bylaw:

The *Off-Street Parking and Loading Bylaw* requires two parking spaces per unit and 0.2 spaces per unit to be provided as visitor parking spaces, requiring 36 spaces in total. The applicant is providing a total of 32 residential parking spaces and five visitor parking spaces, with one of them provided as accessible parking, for a total of 37 parking spaces. All units are proposed to be double-car garages.

v) Development Permits:

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

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

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

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

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

Pursuant to Section 8.12 of the OCP, a Wildfire Protection Development Permit application is required for all development and subdivision activity or building permits for areas identified as wildfire risk areas, as identified on the Wildfire Development Permit Area map.

vi) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans (see Appendices E and F) at a meeting held on May 16, 2018.

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

- *Make a connection from the proposed south pathway to the central drive aisle;*
- *Provide building, landscape and amenity lighting plans;*
- *Introduce alternative colour palettes and contrast for the buildings;*
- *Consider adding accent colours or features to enliven the facades;*
- *Consider the addition of master bedroom patios;*
- *ADP has consistently requested that vinyl material not be applied;*
- *Architecturally improve the end elevations of the buildings.*

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

vii) Development Information Meeting:

A Development Information Meeting was held at Yennadon Elementary on June 18, 2018. Five people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- *Concern over the reduction to the front and rear yard setbacks;*
- *Maintain as much green space as possible*

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

- *The reduced front and rear yard setbacks are requested due to the narrowness of the development site; as well, the reduced buildable land due to the conservation area around the watercourse to the south;*
- *The project has provided more outdoor amenity space than the bylaw requires; as well, a vegetated rain garden with landscaping is provided in the south west corner of the development site.*

4) Environmental Implications:

An Environmental Assessment, Arborist Report, and Geotechnical Report were provided as part of the development application. The north-eastern portion of the subject property is higher in elevation and slopes down towards the south-west. Vegetation on the subject property is mainly comprised of mixed forest that remains relatively undisturbed. Large boulders and rocky outcrops have been identified throughout the property, with one significant large boulder identified along the northeast boundary of the site. The boulder feature will be retained, as this is the proposed location of the Common Activity Area (see Appendix F). As mentioned above, the watercourse to the south of the subject property, Maple Ridge Park Creek, was dedicated to the City of Maple Ridge as part of the recently approved southern development. The applicant has proposed to outfall their stormwater from the development into Maple Ridge Park Creek, and as such, an appropriate design has been provided for the stormwater outfall channel.

5) Interdepartmental Implications:

i) Engineering Department:

The existing road on 133 Avenue has already been constructed to a collector road standard, with no further widening required. There is an existing sanitary sewer that services the subject property; however, due to topography, the applicant is proposing a private sanitary pump. The existing asphalt sidewalk across the frontage of the subject property is required to be replaced with a separated concrete sidewalk, to connect to the existing concrete sidewalk on the east side of Cedar Park. Street trees are required across the property frontage. A new water service will also be required at the Building Permit stage.

ii) Parks & Leisure Services Department:

A pedestrian trail, on the north side of Maple Ridge Park Creek, will be provided as part of the recently approved southern development. The area around Maple Ridge Park Creek, to the south of the subject property, was dedicated as Park as part of the recently approved rezoning application to the south.

iii) Fire Department:

The Fire Department has identified that all onsite carriageways must be a minimum width of 6 m and rated to their specifications, which were provided to the developer. Signage indicating that the lanes are fire lanes and that no parking is permitted within the lanes is required. A unit directional addressing sign, which is visible in all weather conditions, is to be permanently mounted at the main entrance.

6) External Agency:

i) School District No. 42 Comments:

A referral was sent to School District No. 42, and they provided the following information:

"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 2017-18 school year the student enrolment at Yennadon Elementary is 571 students (91% utilization) including 130 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1,050 students. For the 2017-18 school year the student enrolment at Garibaldi Secondary School is 748 students (71% utilization) including 258 students from out of catchment."

7) Citizen/Customer Implications:

A Development Information Meeting was held on June 18, 2018. The results of the concerns expressed at that meeting are discussed above. The Public Hearing will provide an additional opportunity for citizens to express their concern or support of the development.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7259-2016 and that application 2016-176-RZ be forwarded to Public Hearing.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

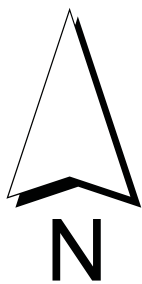
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7259-2016
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans
- Appendix F – Landscape Plan



Scale: 1:2,000

Legend

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

23710 133 AVENUE

PLANNING DEPARTMENT

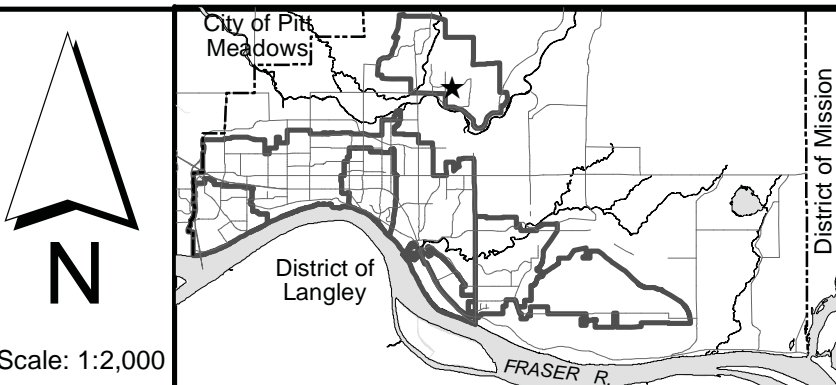


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2016-176-RZ
DATE: Jul 10, 2018

BY: LP



23710 133 AVENUE



FILE: 2016-176-RZ
DATE: Jul 10, 2018

BY: LP

CITY OF MAPLE RIDGE

BYLAW NO. 7259-2016

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7259-2016."
2. That parcel or tract of land and premises known and described as:

Lot 4 Section 28 Township 12 New Westminster District Plan EPP73927

and outlined in heavy black line on Map No. 1683 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RM-1 (Townhouse Residential).

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

READ a first time the 26th day of July, 2016.

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

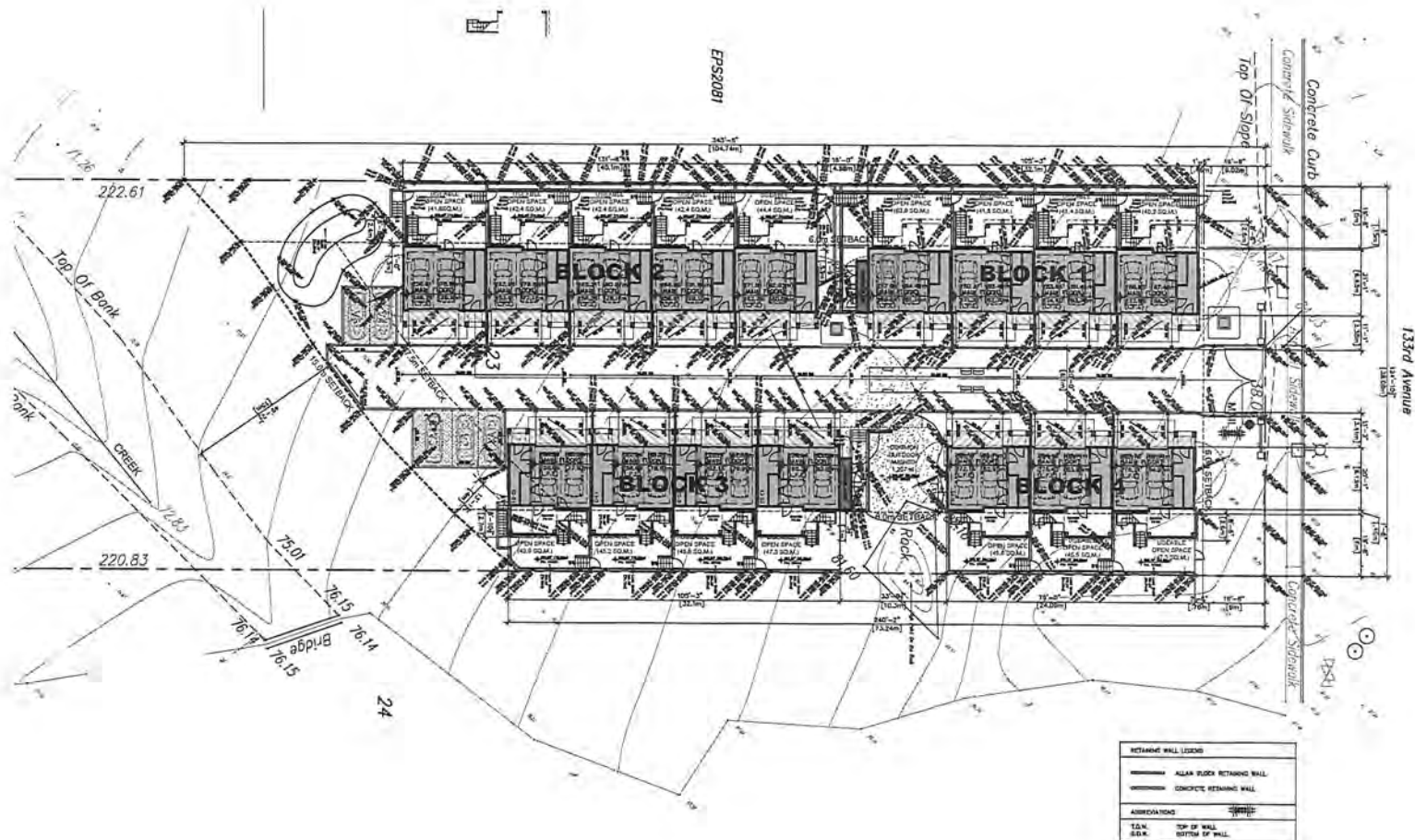
READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

SCALE 1:2,500



PROJECT
NORTH

23711 132 AVENUE

Proposed Townhouse Development

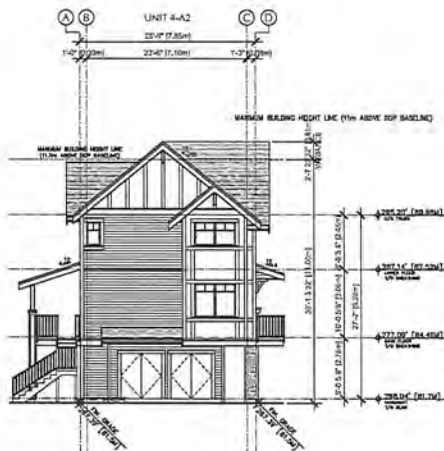
23711 132 AVENUE, MAPLE RIDGE, B.C.

ATELIER PACIFIC ARCHITECTURE INC.
APRIL 23, 2018

DP 1.0

SITE PLAN

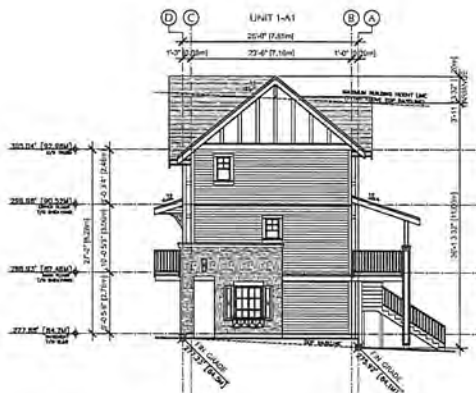
SCALE: 1:200



**BLOCK 1
SIDE ELEVATION (UNIT 4-A1)
SCALE: 1:100**



**BLOCK 1
FRONT ELEVATION
SCALE: 1:100**



**BLOCK 1
SIDE ELEVATION (UNIT 1-A1)
SCALE: 1:100**



**BLOCK 1
REAR ELEVATION
SCALE: 1:100**

MATERIALS LISTED:	
○	ADHESIVE SHEET FLOORING
○	PAINTED WOOD FLOORS
○	ALUMINUM INS. PROPERTY METAL OUTLET
○	PAINTED REFR. REINFORCED CONCRETE HORIZONTAL LAMP GLASS
○	PAINTED REFR. REINFORCED CONCRETE VERTICAL BOARD AND BATTEN
○	PAINTED REFR. REINFORCED CONCRETE PAINTING
○	PAINTED REFR. REINFORCED CONCRETE TRUSS
○	PAINTED WOOD POSTE. BOARD
○	CULTURED STONE VENEER
○	WALL WINDOWS
○	PAINTED (STAINED) FREEBOARD ENTRY DOOR
○	SECTIONAL GARAGE DOOR
○	SLEEPING PORCH
○	REAR FLOORING DOOR
○	PAINTED ALUMINUM BALCONY / CORRAL

23711 132 AVENUE

23711 132 AVENUE, MAPLE RIDGE, B.C.

Proposed Townhouse Development

ATELIER PACIFIC ARCHITECTURE INC.
MAY 31, 2018

DP 3.1

BLOCK 1
ELEVATIONS
(A2-A-A1)

SCALE: 1:100

23711 132ND STREET MAPLE RIDGE, BRITISH COLUMBIA



LEGEND

- | | | | |
|--|--|--|--|
| 1 Stamped Concrete | 7 Concrete Retaining Wall and Cedar Fence - Typ. | 13 Vegetated Rain Garden/ Detention Area | 20 Flower Talk Tube |
| 2 Mail Kiosk | 8 Railing | 14 Hydrapressed Slabs under Deck - Typ. | 21 Table and Chairs by Owners |
| 3 Entrance Signage & Landscape Lighting - Typ | 9 Stairs with Railings - Typ. | 15 Driveway - Typ. | 22 Concrete with Score Cut Pattern |
| 4 Bollard Lighting - Typ. | 10 Maintenance Path - Typ. | 16 Stamped Concrete | 23 Stepping Stone - Typ. |
| 5 River Rock under Stairs Leading to Deck - Typ. | 11 Off-site Trail Connection to Park | 17 Basalt Block Bench | 24 Exposed Rock Face/ Natural Feature |
| 6 Concrete Retaining Wall - Typ. | 12 Visitor Parking/ Permeable Pavers | 18 Stepping Logs - Typ. | 25 Off-site Trees to be Coordinated with City of Maple Ridge |
| | | 19 Kompan Red House | 26 Public trail connection |

SITE PLAN

DP2016-36 — June 18, 2018

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Second Reading
Zone Amending Bylaw No. 7361-2017
11970 Glenhurst Street

MEETING DATE: September 18, 2018
FILE NO: 2017-271-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 11970 Glenhurst Street from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential), to permit the future construction of a duplex. Council granted first reading to Zone Amending Bylaw No. 7361-2017 on October 10, 2017.

One of the two duplex dwelling units is subject to a \$4,100 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. 7361-2017 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 Glenhurst Street as required;
 - iii) Registration of a Restrictive Covenant for Duplex Design;
 - iv) Registration of a Restrictive Covenant for On-Site Stormwater Management;
 - v) Removal of existing building/s;
 - vi) Notification to the Ministry of Environment for ditch infill works, if required;
 - 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; and
 - viii) That a voluntary contribution, in the amount of \$4,100 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Silver Valley Homes Limited, Gordon W. Knuttila
Legal Description:	Lot 21, Section 16, Township 12, New Westminster District Plan 18232
OCP:	
Existing:	Urban Residential
Proposed:	No change
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RT-1 (Two Family Urban Residential)
Surrounding Uses:	
North:	Use: Single family dwelling Zone: RS-3 (One Family Rural Residential) Designation: Urban Residential
South:	Use: Single family dwelling Zone: RS-3 (One Family Rural Residential) Designation: Urban Residential
East:	Use: Single family dwelling Zone: R-1 (Residential District) Designation: Urban Residential
West:	Use: Single family dwelling Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
Existing Use of Property:	Single family dwelling
Proposed Use of Property:	Duplex
Site Area:	0.109 ha (0.269 acres)
Access:	Glenhurst Street
Servicing requirement:	Urban Standard

2) Project Description:

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential), to permit the development of a duplex. The subject property, located at 11970 Glenhurst Street, is a rectangular shaped lot that is 1,090 m² (0.269 acres) in size. The subject property and surrounding lots are characterized by single family dwellings of one to two storeys in height. The existing house on the property will require removal as part of the rezoning approval. The subject property is relatively flat with a few trees spread across the lot (see Appendix A and B).

3) Planning Analysis:

i) Official Community Plan:

The subject property is designated *Urban Residential – Neighbourhood Residential*. The following OCP policies apply to the current application:

Policy 3-1 encourages growth within the Urban Area Boundary (UAB) and to accommodate growth through infill by promoting a mix of housing types and tenures.

Policy 3-19 Neighbourhood Residential Infill, and 3-21 Compatibility Criteria. They require development to be compatible with the surrounding neighbourhood with regards to size, scale, massing and architectural elements. They also require development to reinforce the physical patterns and characteristics of established neighbourhoods, with particular attention to setbacks and lot configuration with the existing pattern of development in the area.

Policy 3-19 supports a change in unit type and specifically cites duplexes as well as triplexes as compatible.

The proposed rezoning to RT-1 (Two Family Urban Residential) is in conformance with the *Urban Residential – Neighbourhood Residential* designation and OCP policies listed above.

ii) Housing Action Plan

The Housing Action Plan was endorsed in 2014, and includes a number of goals and principles aimed at providing safe, affordable and appropriate housing for the community. Specific goals in support of duplex housing include: “To improve housing choice for all current and future households”. Strategy #1 Housing Action Plan relates to housing mix and innovation and reads “support the development of a mix of housing forms”. The current application for a duplex development aligns with the intent of the Housing Action Plan.

iii) Zoning Bylaw:

The current application proposes to rezone the subject property at 11970 Glenhurst Street from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential) to permit the development of a duplex (see Appendix C). The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 8,000 m², and the minimum lot size for the proposed RT-1 (Two Family Urban Residential) zone is 891 m². Therefore, the subject property’s size, 1,090 m², meets the existing RT-1 zone’s lot size requirement. It is also larger than several in-stream RT-1 zone amending bylaw applications that would further reduce the minimum lot size to 750 m².

The subject property’s dimensions, after road dedication, will be 21.3 m wide and 49.5 m deep. The current minimum dimensions for the RT-1 zone are 22 m by 30 m respectively. The subject property is sufficiently deep, but approximately 70 cm less than the required lot width. However, this shortfall is minimal and does not have any impact on the proposed duplex building. Furthermore, several in-stream RT-1 zone amending bylaw applications, which are nearing completion, propose to reduce the lot width requirement to 20 m. In this case, the current application would comply with the future requirements of an amended RT-1 zone. For these reasons, no variance is requested regarding the minimum lot width in this application.

The current application does not require any other variances either from the RT-1 zone’s current requirements.

iv) Off Street Parking And Loading Bylaw:

The current application proposes two off street parking spaces inside the garage of each unit for a total of four off street parking spaces. This conforms with the requirements of the City's *Off Street Parking and Loading Bylaw 4350-1990*. All off street parking spaces can be accessed from a common access driveway from Glenhurst Street.

v) Development Permits:

A Development Permit is not required for this rezoning, as a duplex is exempt from the Development Permit Area Guidelines. However, a Section 219 Restrictive Covenant will be required to regulate the form and character of the duplex (see Appendices D and E). The RT-1 (Two Family Urban Residential) zone does not permit secondary suites, and this restriction will be included in the restrictive covenant.

vi) Advisory Design Panel:

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

vii) Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than 5 dwelling units.

4) Interdepartmental Implications:

i) Engineering Department:

New concrete curb, gutter, asphalt widening and ditch enclosure are required across the property frontage. A sidewalk, street trees and street lighting would also normally be required across the property frontage. However, as the stormwater ditch in front of the property, despite being enclosed, will remain to convey stormwater drainage, cash in lieu of construction will be taken. A new storm sewer must be constructed across the property frontage because it does not currently exist.

The applicant must confirm whether the enclosure of the ditch has received the approval from the proper agencies if notification is required. Finally, road dedication of approximately 1.5 m is required off the property frontage along Glenhurst Street.

A Rezoning Servicing Agreement detailing these upgrades must be completed and registered as a restrictive covenant on title as a condition of final reading.

ii) Building Department:

This project's stormwater management plan must conform with the City's 3-tier stormwater management requirements. Registration on title of a restrictive covenant of an approved Stormwater Management Plan will be required as a condition of final reading.

CONCLUSION:

The development proposal is in compliance with the OCP. It has been reviewed by internal departments and found to be in conformance with relevant policies and bylaws. Therefore, it is recommended that Council grant second reading be given to Zone Amending Bylaw No. 7361-2017, and that application 2017-271-RZ be forwarded to Public Hearing.

“Original signed by Chee Chan”

Prepared by: Chee Chan, MCIP, RPP, BSc
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

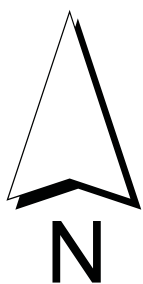
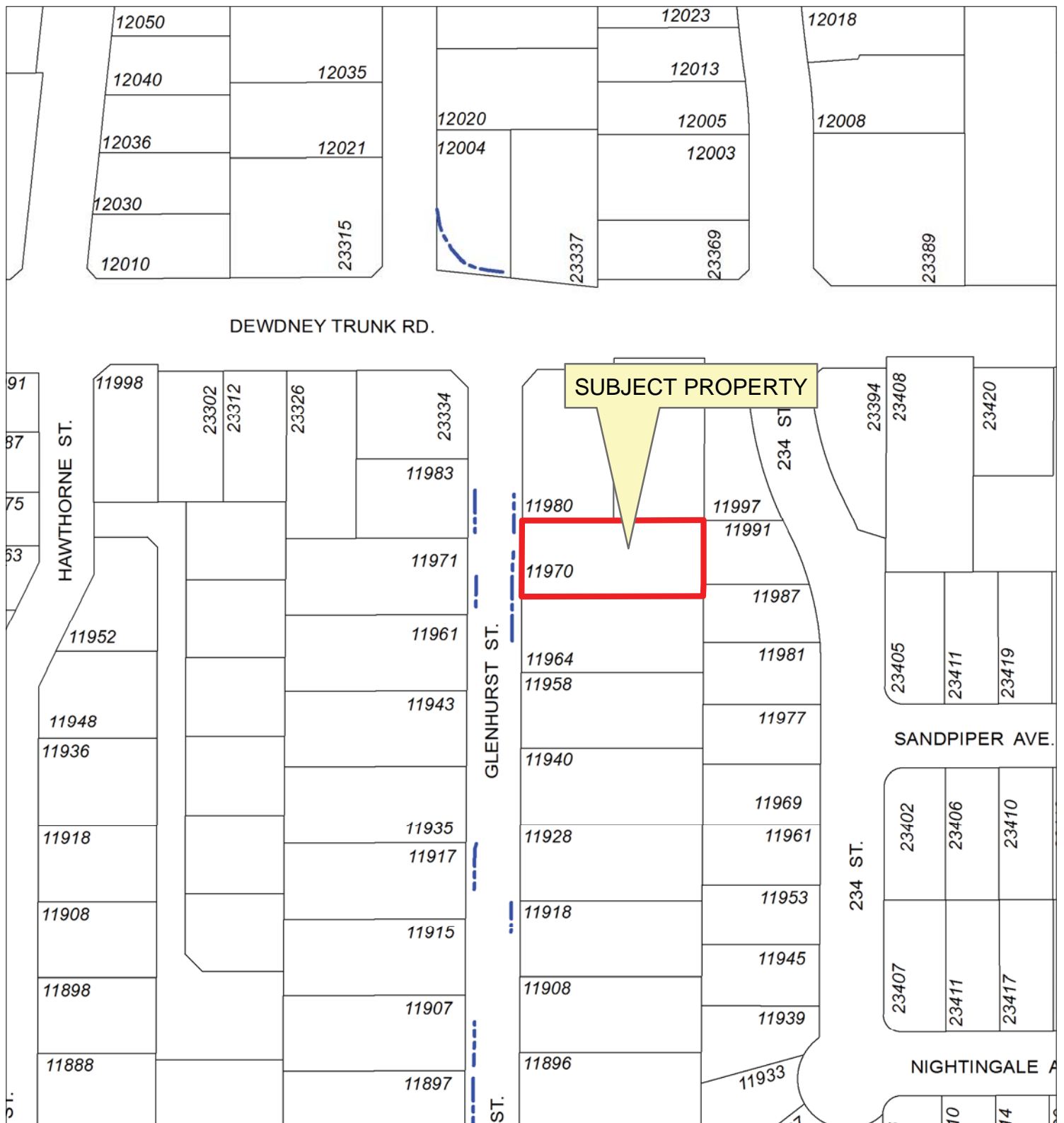
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7361-2017
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans



Scale: 1:1,500

Legend

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

11970 Glenhurst Street

PLANNING DEPARTMENT



MAPLE RIDGE

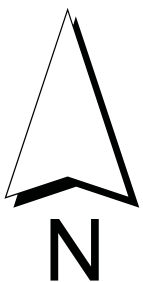
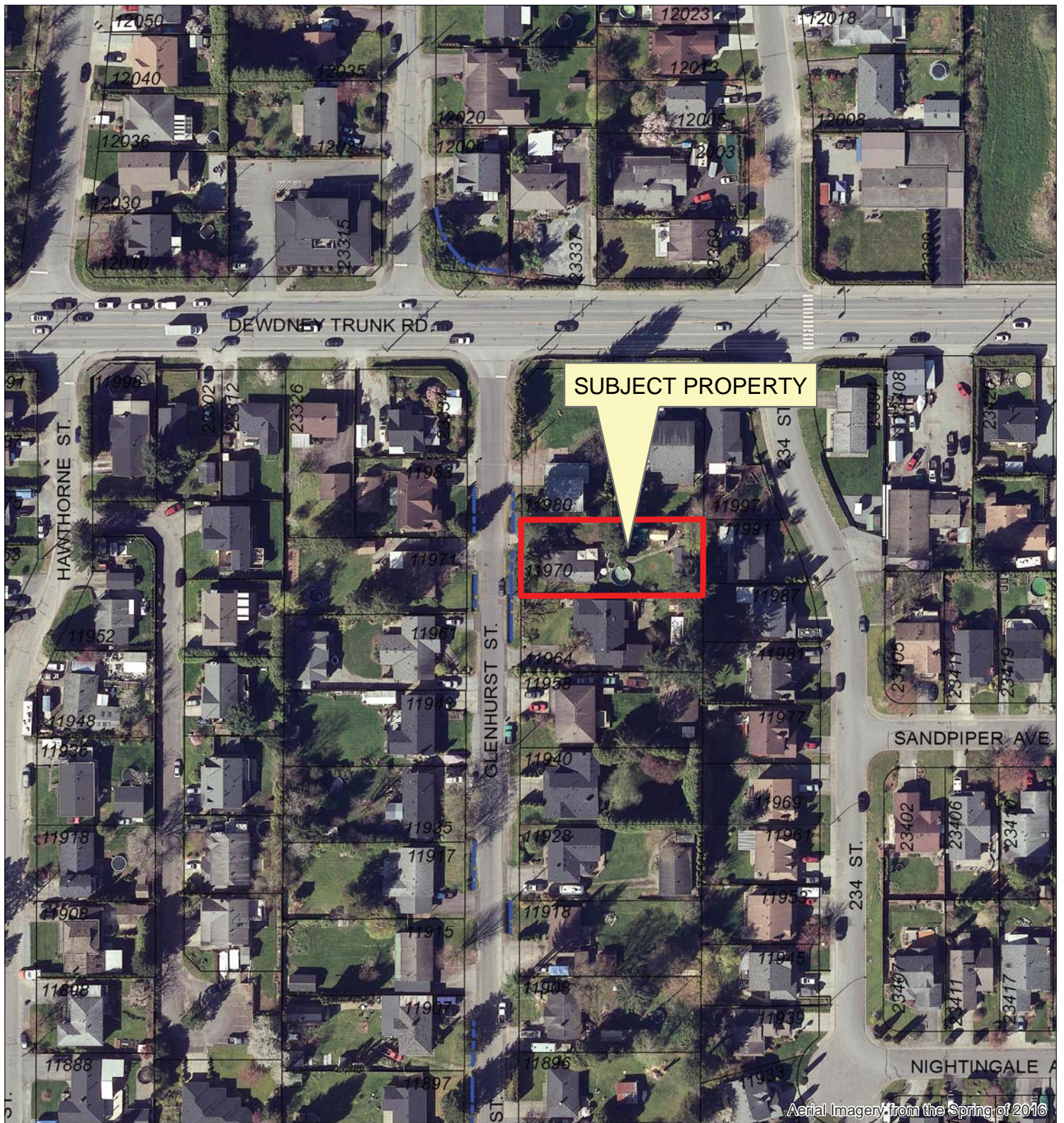
British Columbia

mapleridge.ca

2017-271-RZ

DATE: Jun 23, 2017

BY: JV



Scale: 1:1,500

Legend

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

11970 Glenhurst Street

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2017-271-RZ

DATE: Jun 23, 2017

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7361-2017

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7361-2017."

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

Lot 21 Section 16 Township 12 New Westminster District Plan 18232

and outlined in heavy black line on Map No. 1722 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RT-1 (Two Family Urban Residential).

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

READ a first time the 10th day of October, 2017.

READ a second time the day of , 20

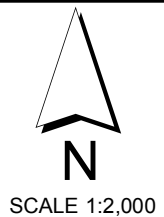
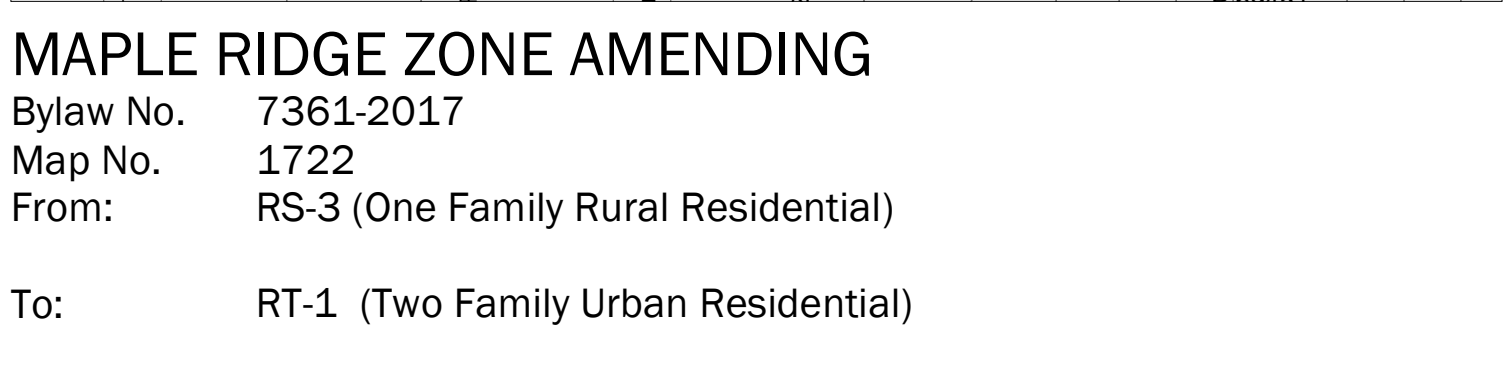
PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

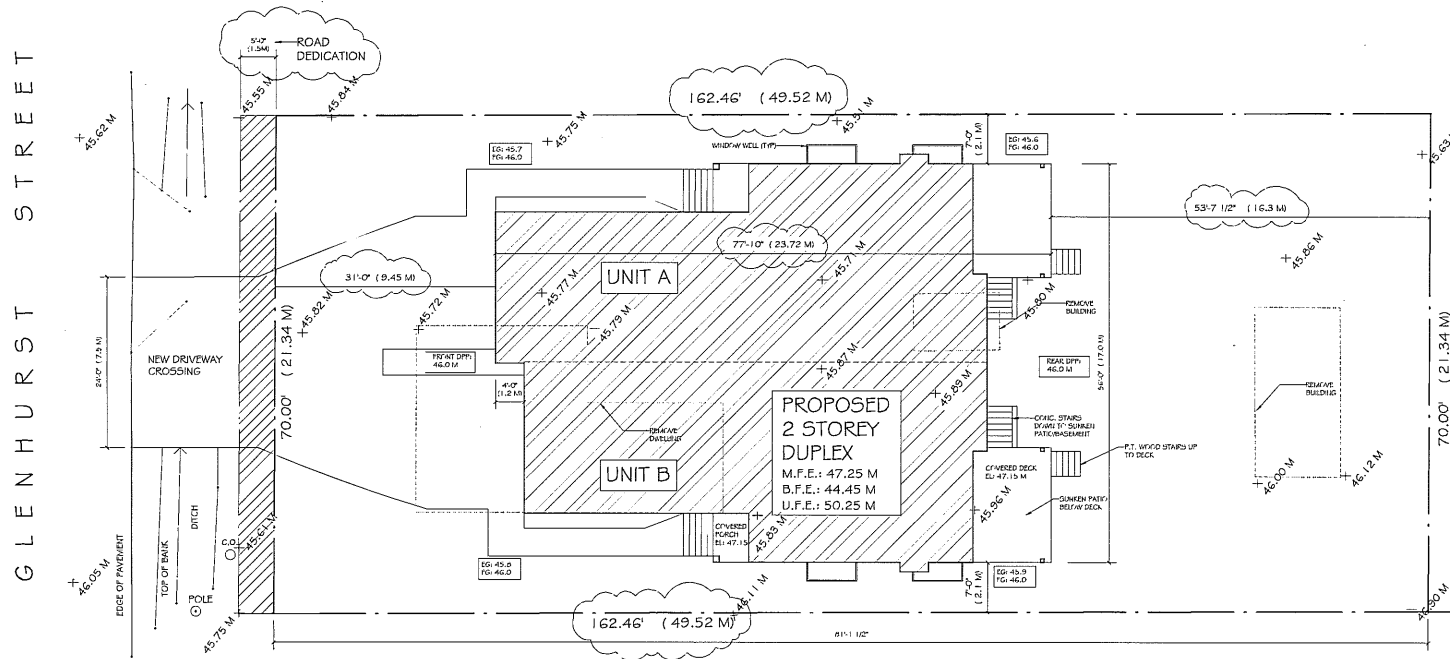
ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

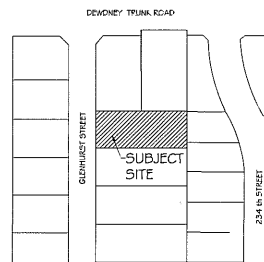


APPENDIX D



SITE DEVELOPMENT PLAN

REVISED: JULY 25, 2018



LOCATION PLAN
N.T.S.

GRADING INFORMATION
PROVIDED BY:
WADE & ASSOCIATES
LAND SURVEYING LTD.
FILE #
DATED:

LEGAL DESCRIPTION:
LOT 21 SEC 16
TWP 12
PLAN 18232 NWD

RECONCILIATION:

EXISTING ZONING : R53

PROPOSED ZONING : RT1

LOT AREA: 11372.2 SF (1056.47 SM)
NET AFTER ROAD DEDICATION

GROSS FLOOR AREA: 6072 SF (INCLUDING BASEMENT)

LOT COVERAGE: 31.9 % (3632 SF INCLUDING COVERED DECKS)

FRONT DDP: 46.0 M

REAR DDP: 46.0 M

BUILDING HEIGHT ALLOWED: 36.0' (11.0 M)

BUILDING HEIGHT PROPOSED: 31.5' (9.6 M)

HIGHEST BUILDING FACE ALLOWED: 23.0' (7.0 M)

HIGHEST BUILDING FACE PROPOSED: 21.75' (6.62 M)



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NO.	REVISION	BY	DATE
1	ISSUED	BY	DATE

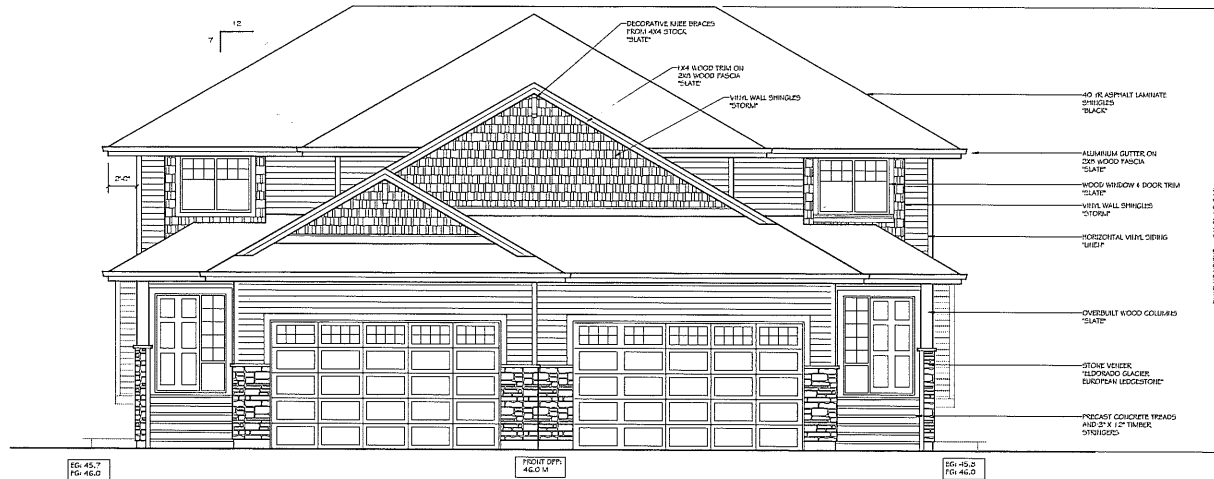
HEFFELFINGER DESIGNS LTD.
#200B 1180 Kingsway Avenue
Port Coquitlam, B.C. V3C 6N7
604-944-2188

PROPOSED
DUPLEX RESIDENCE
11970 GLENHURST STREET
MAPLE RIDGE, B.C.

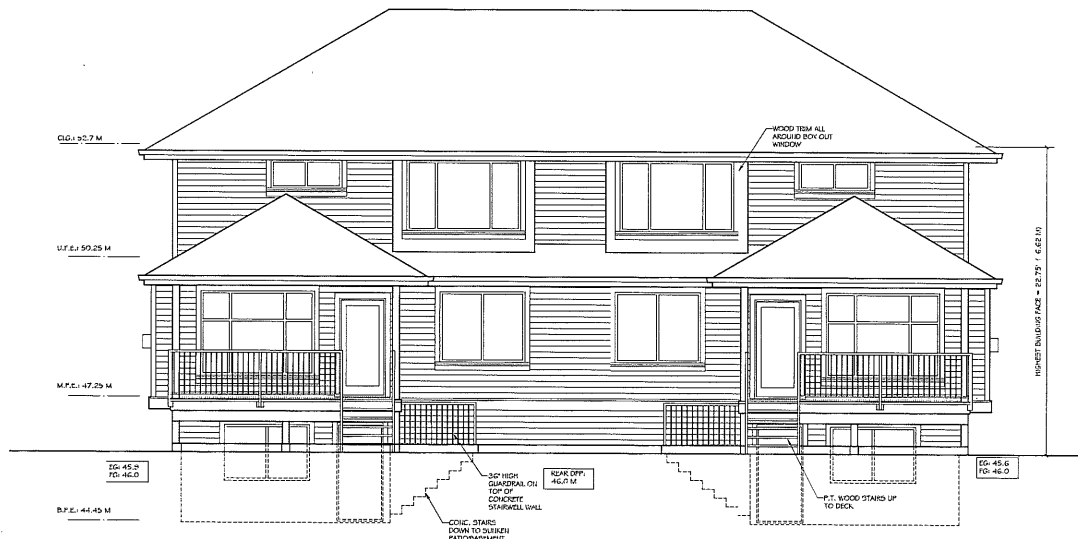
Drawn by
BH
Date
MAY 2017
Scale
1/8" = 1'-0"
Issue Date

Project no.
17-101
Sheet
DPI

APPENDIX E



WEST ELEVATION



EAST ELEVATION

EXTERIOR COLOUR SCHEDULE

40 YEAR FIBREGLAS LAMINATE ROOF SHINGLES:	"BLACK"
HORIZONTAL VINYL SIDING (INCLUDING CORNERS):	"LINEN"
VINYL WALL SHINGLES (GABLES):	"STORM"
VINYL WALL SHINGLES (BOX OUTS):	"STORM"
WOOD BASE & BELLY BOARDS:	"SLATE"
METAL FLASHINGS:	"BLACK"
WOOD FASCIAS:	"SLATE"
WINDOW & DOOR TRIMS, POSTS & DECORATIVE KNUX BRACES:	"SLATE"
ALUMINUM PICKET RAILINGS:	"BLACK"
VINYL WINDOW FRAMES (FRONT):	"BLACK"
VINYL WINDOW FRAMES (SIDES & REAR):	"WHITE"
ALUMINUM RUTTERS & DOWNSPOUTS:	"SLATE"
FRONT DOORS:	"SLATE"
REAR DOORS & FRENCH DOORS:	"WHITE"
GARAGE DOORS:	"SLATE"
STONE VENEER:	"EL DORADO GLACIER EUROPEAN LEDGESTONE"
ALUMINUM GUARDRAILS:	"BLACK"
ALUMINUM SOFFITS:	"WHITE"
WOOD FENCING & GATES:	"NATURAL"

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NO. 17-101
DATE
BY

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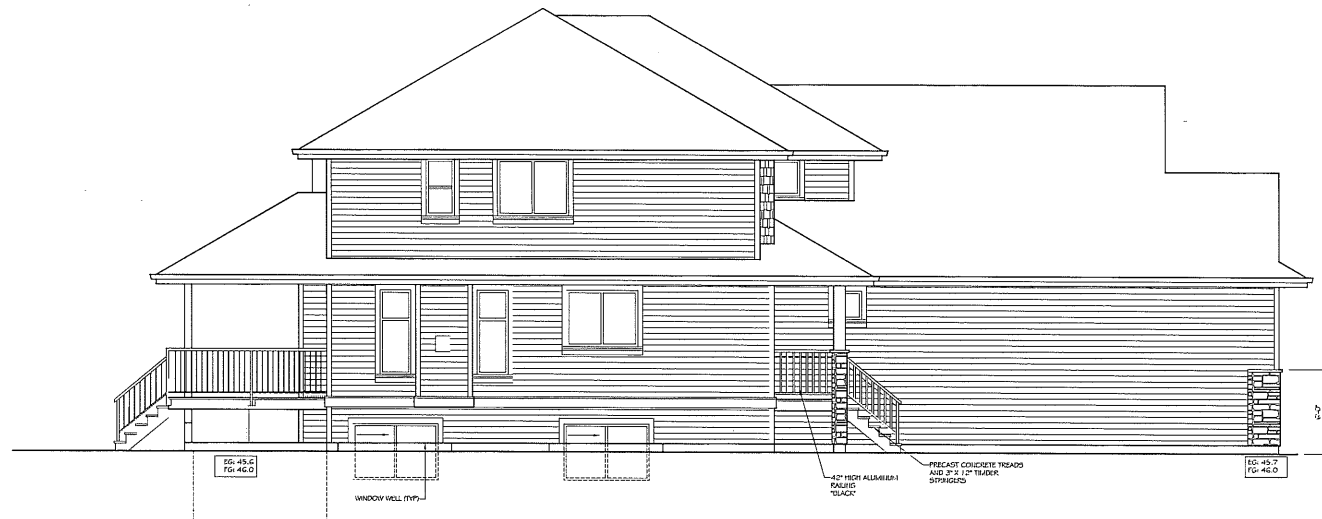
PROPOSED
DUPLEX RESIDENCE
11970 GLENHURST STREET
MAPLE RIDGE, B.C.

Drawing Title ELEVATIONS	
drawn by BH	project no. 17-101
date drawn MAY 2017	sheet DP4
scale 1/4" = 1'0"	
issue date	

REVISED: JUNE 28, 2018

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DATE: _____ BY: _____
 PROJECT: _____



NORTH ELEVATION



SOUTH ELEVATION

REVISED: JUNE 28, 2018

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PROPOSED
 DUPLEX RESIDENCE
 11970 GLENHURST STREET
 MAPLE RIDGE, B.C.

Drawing Title	
ELEVATIONS	
Drawn by BH	Project no. 17-101
Date drawn MAY 2017	Sheet DP5
Scale 1/4" = 1'-0"	
Issue date	

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: September 18, 2018
FILE NO: 2017-320-RZ
MEETING: Council
SUBJECT: Second Reading
Zone Amending Bylaw No. 7380-2017
12327 203 Street

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 12327 203 Street from RS-1 (One Family Urban Residential) to R-1 (Residential District), to permit a future subdivision of approximately 2 lots. Council granted first reading to Zone Amending Bylaw No. 7380-2017 on October 10, 2017. This application is in conformance with the Major Corridor Infill policies of the *Urban Residential* designation within the Official Community Plan

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. 7380-2017 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) Road dedication on 203 Street and 123 Avenue as required;
 - iii) Registration of a Restrictive Covenant for Stormwater Management;
 - iv) Removal of existing building/s;
 - 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 properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - vi) That a voluntary contribution, in the amount of \$5,100 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Aplin & Martin Consultants, David Laird		
Legal Description:	Lot 14, District Lot 263, Group 1, New Westminster District Plan 19098		
OCP:			
Existing:	Urban Residential		
Proposed:	No change		
Zoning:			
Existing:	RS-1 (One Family Urban Residential)		
Proposed:	R-1 (Residential District)		
Surrounding Uses:			
North:	Use:	Single family dwelling	
	Zone:	RS-1	
	Designation:	Urban Residential	
South:	Use:	Single family dwelling	
	Zone:	RS-1	
	Designation:	Urban Residential	
East:	Use:	Single family dwelling	
	Zone:	RS-1	
	Designation:	Urban Residential	
West:	Use:	Single family dwelling	
	Zone:	RS-1	
	Designation:	Urban Residential	
Existing Use of Property:	Single family dwelling		
Proposed Use of Property:	Two single family dwellings		
Site Area:	916 m² (0.226 acres)		
Access:	123 Avenue		
Servicing requirement:	Urban Standard		
Companion Applications:	2017-320-SD		

2) Project Description:

The subject property, located at 12327 203 Street, is a square shaped corner lot that is 916 m² (0.22 acres) in size (see Appendix A). The subject property and surrounding lots are characterized by low (i.e. one to two storey) single family dwellings in a well established residential neighbourhood (see Appendix B). The subject property is flat with a few trees on the lot, and a tall hedge around the property. A bike lane on 203 Street runs along the subject property's eastern edge.

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit the subdivision and construction of two single family dwellings (see Appendix D).

3) Planning Analysis:

i) Official Community Plan:

The development site is located within the Urban Area Boundary near the western edge of Maple Ridge. It is currently designated *Urban Residential*. No OCP amendment is required to support the proposed R-1 (Residential District) zoning.

The development of the property is subject to the Major Corridor infill policies of the OCP because it is located adjacent to 203 Street, an arterial street and Major Corridor. These policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design setbacks and lot configuration with the existing pattern of development in the area.

While the R-1 zone will allow smaller lots than the surrounding RS-1 zoned properties, the single family dwellings on these two lots would not significantly alter the character of the surrounding neighbourhood. Furthermore, the proposed R-1 (Residential District) zone is in conformance with the Major Corridor Infill policies of the *Urban Residential* designation of the OCP.

ii) Zoning Bylaw:

The current application proposes to rezone the subject property located at 12327 203 Street from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a two lot subdivision and construction of two single family dwellings (see Appendix C). The minimum lot size for the current RS-1 zone is 668 m², while the minimum lot size for the proposed R-1 zone is 371 m². No variations from the proposed R-1 zone are required.

iii) Off-Street Parking And Loading Bylaw:

Two off-street parking spaces per lot can be accommodated inside the garage of each house or on their driveways. This conforms with the requirements of the City's *Off Street Parking and Loading Bylaw 4350-1990*. All off street parking spaces are accessed from 123 Avenue.

iv) Development Permits:

A Development Permit is not required for R-1 single-family rezoning applications.

v) Advisory Design Panel:

A Form and Character Development Permit is not required for single-family rezoning applications. Therefore, this application does not need to be reviewed by the Advisory Design Panel.

vi) Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than 5 dwelling units.

vii) Community Amenity Contribution:

Pursuant to Council Policy 6.31, a voluntary Community Amenity Contribution (CAC) charge of \$5,100 is requested for this application. This is derived from the value of \$5,100 per single family lot, excluding the first lot.

viii) Environmental Implications:

This project's stormwater management plan must conform with the City's 3-tier stormwater management requirements. Registration on title of a Restrictive Covenant of an approved Stormwater Management Plan will be required as a condition of final reading.

ix) **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 this application's *Zone Amending Bylaw No. 7380-2017* will be required as a condition of final reading. At this time, the Ministry has granted preliminary approval of the development application.

4) **Interdepartmental Implications:**

i) **Engineering Department:**

Road dedication of approximately 2.0 m is required off the property frontage along 203 Street, and 1.5 m from 123 Avenue. Completion of a subdivision servicing agreement detailing required service upgrades will be a condition of subdivision.

CONCLUSION:

The development proposal is in compliance with the OCP. It has been reviewed by internal departments and found to be in conformance with relevant policies and bylaws. Therefore, it is recommended that Council grant second reading be given to *Zone Amending Bylaw No. 7380-2017*, and that application 2017-320-RZ be forwarded to Public Hearing.

"Original signed by Chee Chan"

Prepared by: Chee Chan, MCIP, RPP, BSc
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Christine Carter" for

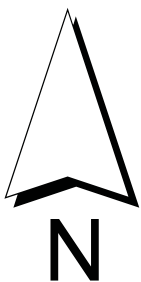
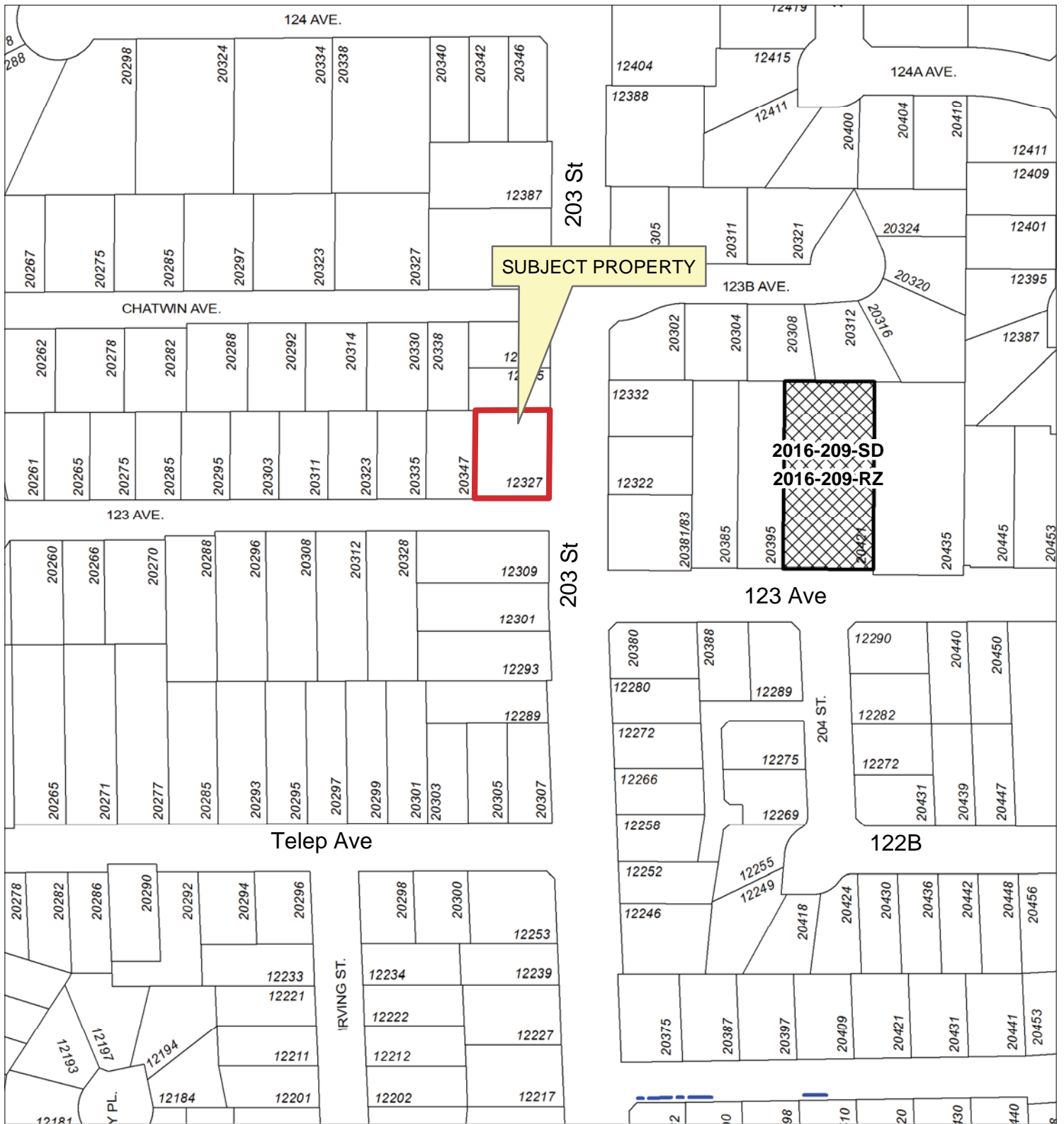
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

"Original signed by Kelly Swift" for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7380-2017
- Appendix D – Subdivision Plan



Scale: 1:2,000

Legend

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

12327 203 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

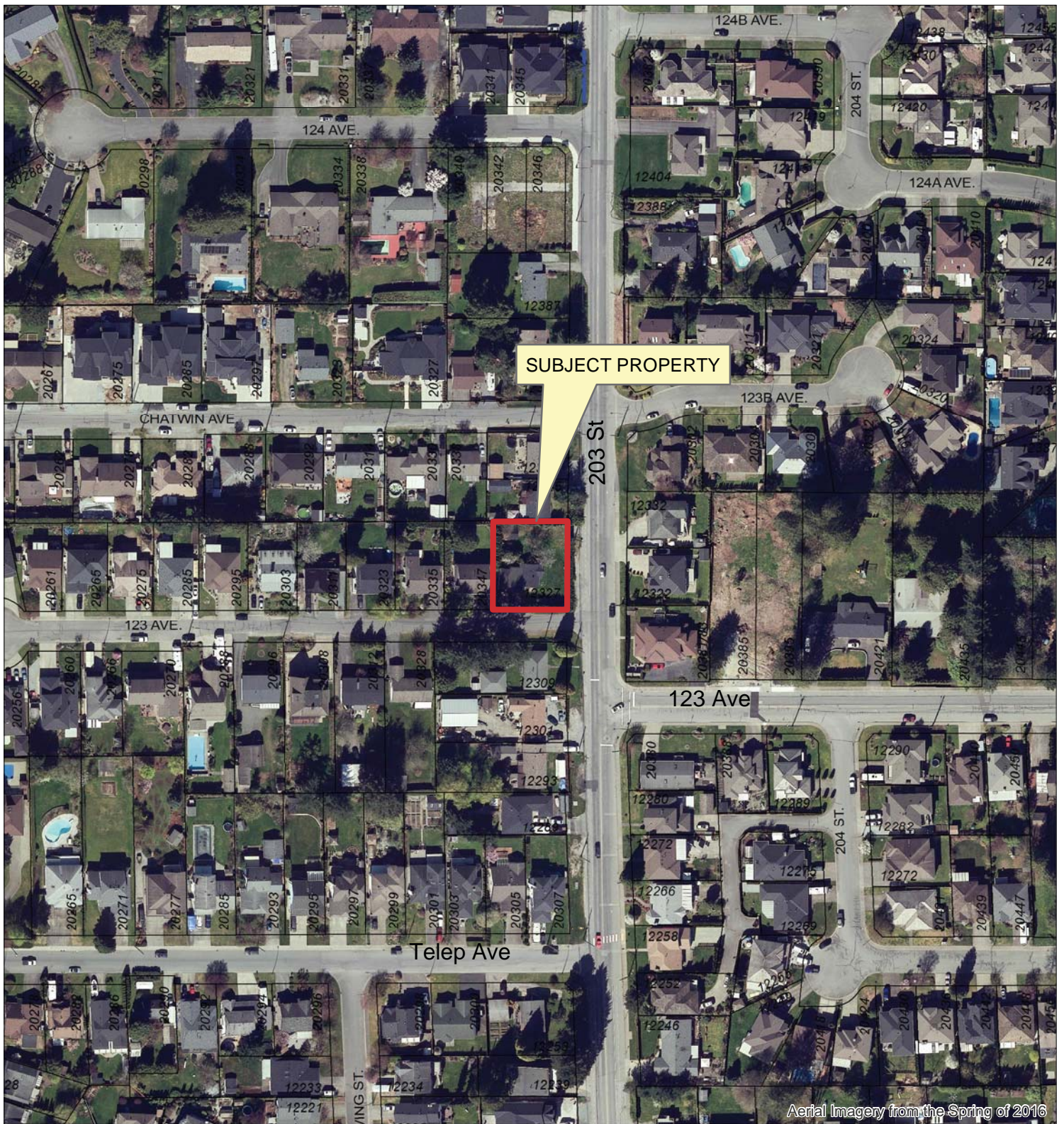
British Columbia

mapleridge.ca

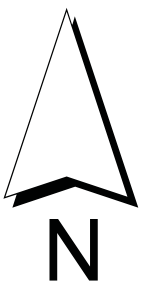
FILE: 2017-320-RZ

DATE: Aug 22, 2018

BY: JV



Aerial Imagery from the Spring of 2016



Scale: 1:2,000

Legend

- Stream
- River
- Major Rivers & Lakes

12327 203 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-320-RZ
DATE: Aug 22, 2018

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7380-2017

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7380-2017."
2. That parcel or tract of land and premises known and described as:

Lot 14 District Lot 263 Group 1 New Westminster District Plan 19098

and outlined in heavy black line on Map No. 1729 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

READ a first time the 10th day of October, 2017.

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

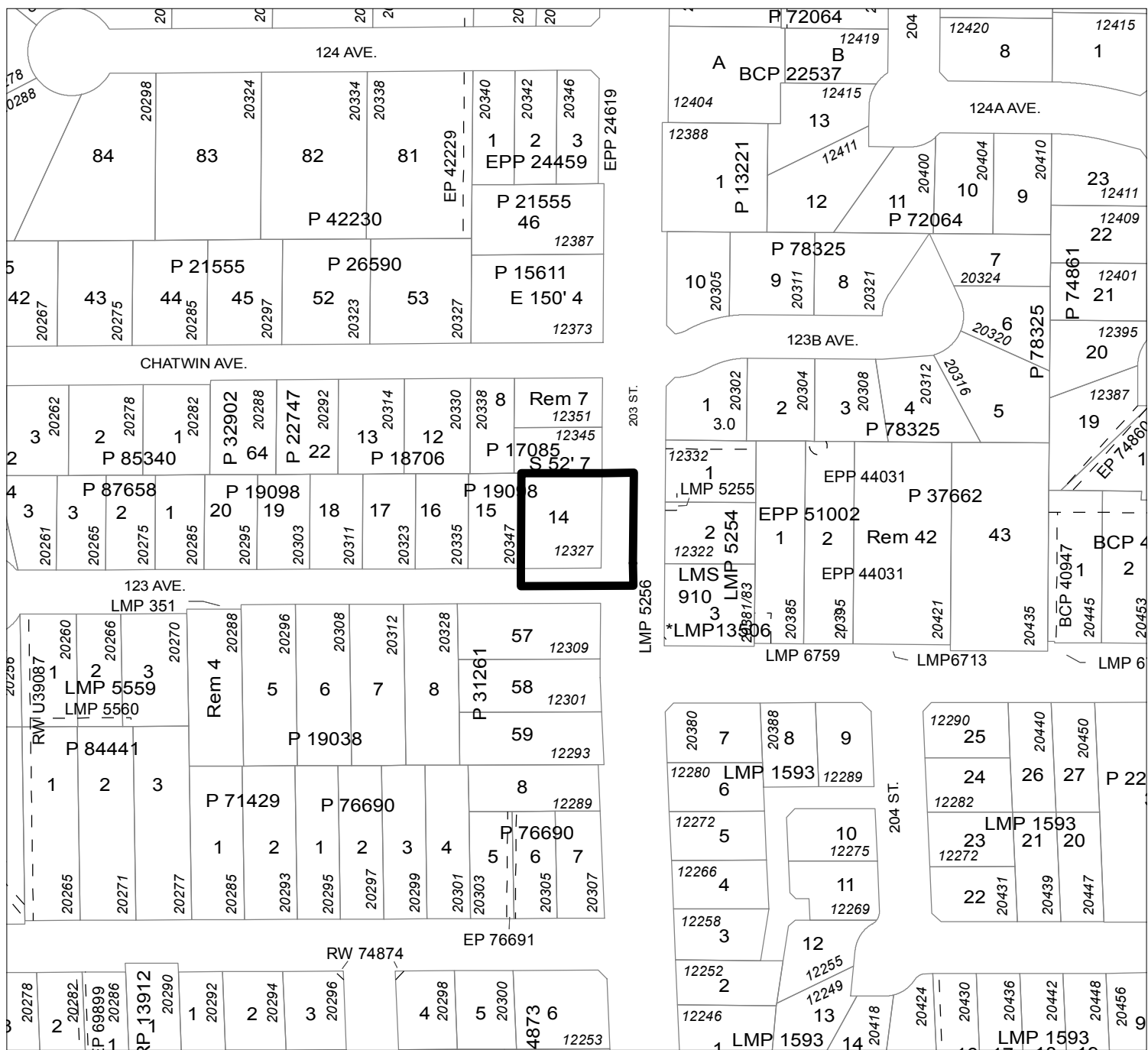
READ a third time the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



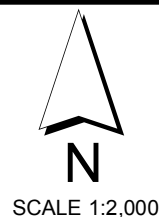
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7380-2017

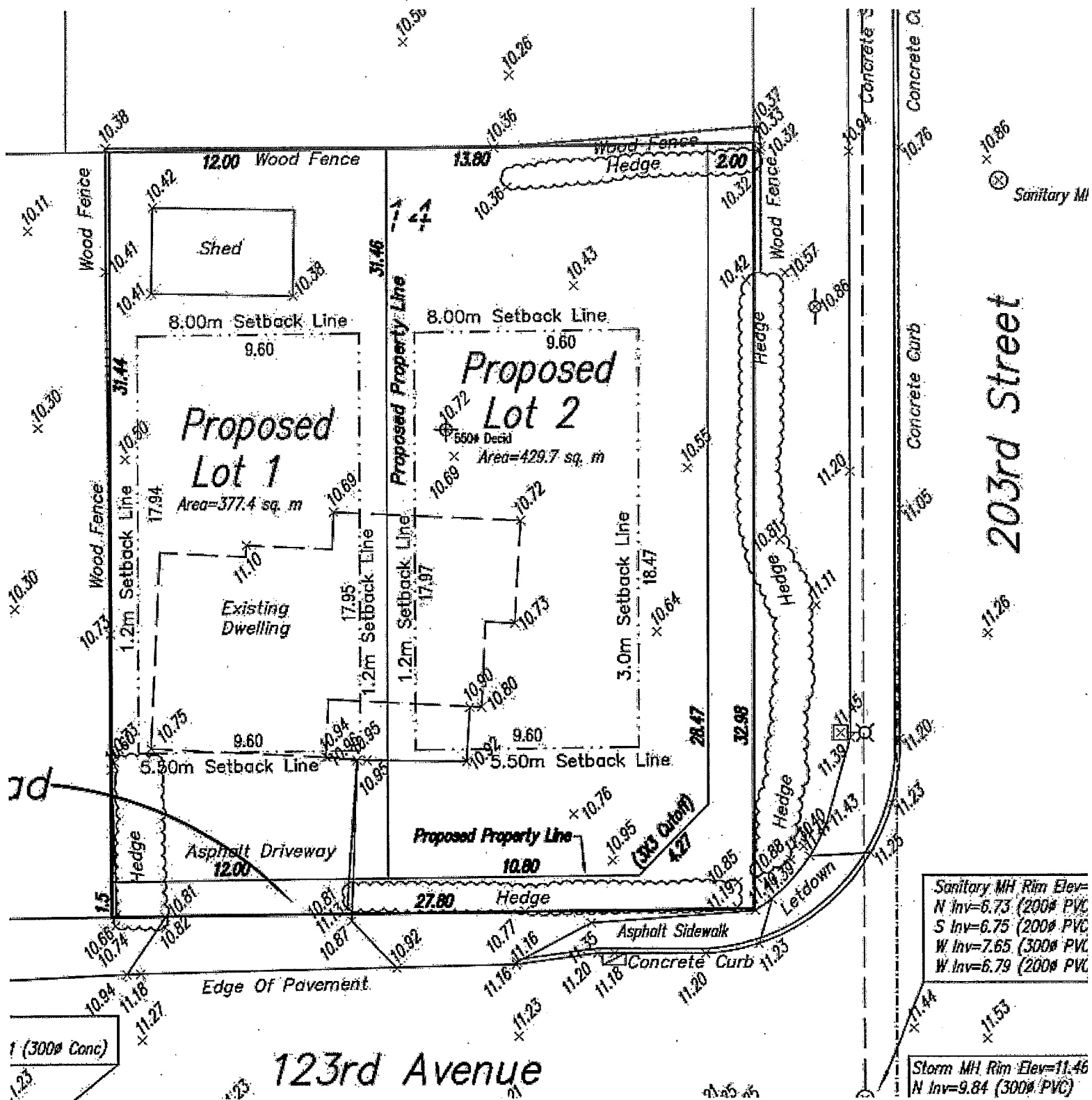
Map No. 1729

From: RS-1 (One Family Urban Residential)

To: R-1 (Residential District)



APPENDIX D



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: September 18, 2018
FILE NO: 2015-297-RZ
MEETING: Council
SUBJECT: Second and Third Reading
23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017
23070 Lougheed Highway

EXECUTIVE SUMMARY:

The subject lands have been rezoned C-1 Neighbourhood Commercial as part of rezoning application 2015-297-RZ. A Housing Agreement is required for all of the proposed 24 rental apartments to be rental housing in perpetuity. Six (6) of these apartments are to be designed and built for aging in place in accordance with Adaptive Dwelling Units requirements of BC Building Code Section 3.8.5. These housing units fulfil a rezoning condition to create a commercial lot for this final phase (Phase 3) out of a portion of the former MOTI/Cottonwood site (Appendix A & B) being developed by Polygon.

Therefore, to authorize the City to enter into a Housing Agreement, the attached authorizing bylaw (see Appendix B) is being brought forward to Council. Bylaw No. 7332-2017 was granted first reading on May 23rd, 2017. Since that date, ownership was transferred from Polygon Development 309 Ltd. to Polygon Provenance Homes Ltd., Inc. No. BC0973398. Consequently, the Bylaw and the Agreement attached (Schedule C) need to be amended accordingly. There were also some minor housekeeping changes recommended by the Municipal lawyer. For these reasons, Council is being requested to second and third readings to the amended bylaw. A Public Hearing is not required.

A report recommending final reading for 23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017 will be brought forward to a future Council meeting.

RECOMMENDATIONS:

That 23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017 be given second and third readings as amended.

DISCUSSION:

a) Background Context:

Applicant: Polygon Provenance Homes Ltd., Inc. No.
BC0973398 (Craig Simms)

Legal Description: Lot C of Lot 1 District Lots 402 and 403 Group 1
New Westminster District Plan EPP71200

OCP :		
Existing:		Commercial and Urban Residential
Zoning:		
Existing:		C-1 (Neighbourhood Commercial) and a narrow strip of RM-1 (Townhouse Residential)
Surrounding Uses		
North:	Use:	Park and School
	Zone:	CD-1-89 (Assembly, Civic, Park & School)
	Designation	Institutional
South:	Use:	Townhouse Site (Vacant)
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Urban Residential
East:	Use:	Conservation Area (dedicated as Park)
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation
West:	Use:	Urban Residential
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Urban Residential
Existing Use of Property:		Vacant
Proposed Use of Property:		Commercial and 24 Rental Apartments
Site Area:		0.238 Ha.
Access:		Pazarena Place (a new cul-de-sac off of Loughheed Highway created as part of the Polygon development)
Servicing:		Urban
Previous Applications:		2015-297-RZ

b) Description:

Under Section 483 of the *Local Government Act*, the City may enter into housing agreements. These agreements may include terms and conditions agreed to by the City and a land owner regarding the occupancy of the housing units identified in such agreements, including the form of tenure of the housing units. Authorization to enter such agreements requires an authorizing bylaw.

Bylaw No. 7332-2017 was granted first reading on May 23rd, 2017. Since that date, ownership was transferred from Polygon Development 309 Ltd. to Polygon Provenance Homes Ltd., Inc. No. BC0973398. Consequently, the bylaw and the Agreement attached (Schedule C) need to be amended accordingly. There were also some minor housekeeping changes recommended by the Municipal lawyer. For these reasons, Council is being requested to grant second and third readings to the amended bylaw. Final adoption would be considered by Council at a later date.

A condition of the zoning application was that these 24 apartment units will be rental units, six (6) of which will be designed and built for aging in place in accordance with Adaptive Dwelling Units requirements of BC Building Code Section 3.8.5. Due to pending approvals from the Ministry of Transportation and Infrastructure for site subdivision, this Housing Agreement Bylaw could not be considered in concert with final adoption of the rezoning. The subdivision plan showing the Lot C for this mixed use commercial / rental apartment building and subject to this Housing Agreement is attached as Appendix D.

In terms of City policies, this proposal is consistent with Policy 3-32 of the Official Community Plan which states “*Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District*” and with the City Housing Strategy.

The housing units to be located above the ground floor commercial level and will be retained as rental units in perpetuity. The Housing Agreement contains a number of provisions, including that the units may only be rented, and their rental status cannot be changed by an owner developer or any future strata council should the property be stratified. In addition to these usual terms, the agreement provides for the developer’s phasing of the overall development project such that this mixed use commercial / rental apartment phase will be built as the final phase (Phase 3) of their development.

To secure this, the agreement requires a security deposit of \$5.7 million. If the developer does not completely build and make the rental housing units available to tenants by January 1, 2023, the developer will forfeit their security deposit of \$5.7 million to the City. The agreement to be authorized by this bylaw is appended with the authorizing bylaw to this report as Appendix B. It has been reviewed and accepted by the land owner.

In addition to the bylaw, the agreement will be registered as a restrictive covenant, a notice of the housing agreement will be filed on title by the City in the Land Title Office in accordance with sub-section 483 (6) of the *Local Government Act*. Both of these steps will be taken following adoption of Bylaw No. 7332-2017 and when title is raised.

c) Financial Implications:

The required \$5.7 million forfeitable security has been submitted to the City.

CONCLUSION:

The applicant has agreed to enter into a housing agreement to allow for 24 rental apartment units, six (6) of which will also accommodate aging in place, on the upper floors of their proposed phase 3 multi-use building. Provision of this rental housing will provide more housing choices in the community.

The *Local Government Act* requires an authorizing bylaw for a municipality to enter into such housing agreements. Therefore, it is required that second and third reading be given to the 23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017, as amended. Final adoption would be given by Council at a later date.

Proceeding with entering into a housing agreement for 24 rental housing units is a remaining condition this developer is to fulfill through site subdivision. The proposed phasing of the building containing these rental units is secured by way of a \$5.7 million security, forfeitable if the units are not delivered by January 1, 2023.

It is recommended that second and third readings be given to 23070 Loughheed Highway Housing Agreement Bylaw No. 7332-2017.

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

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

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

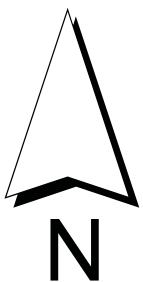
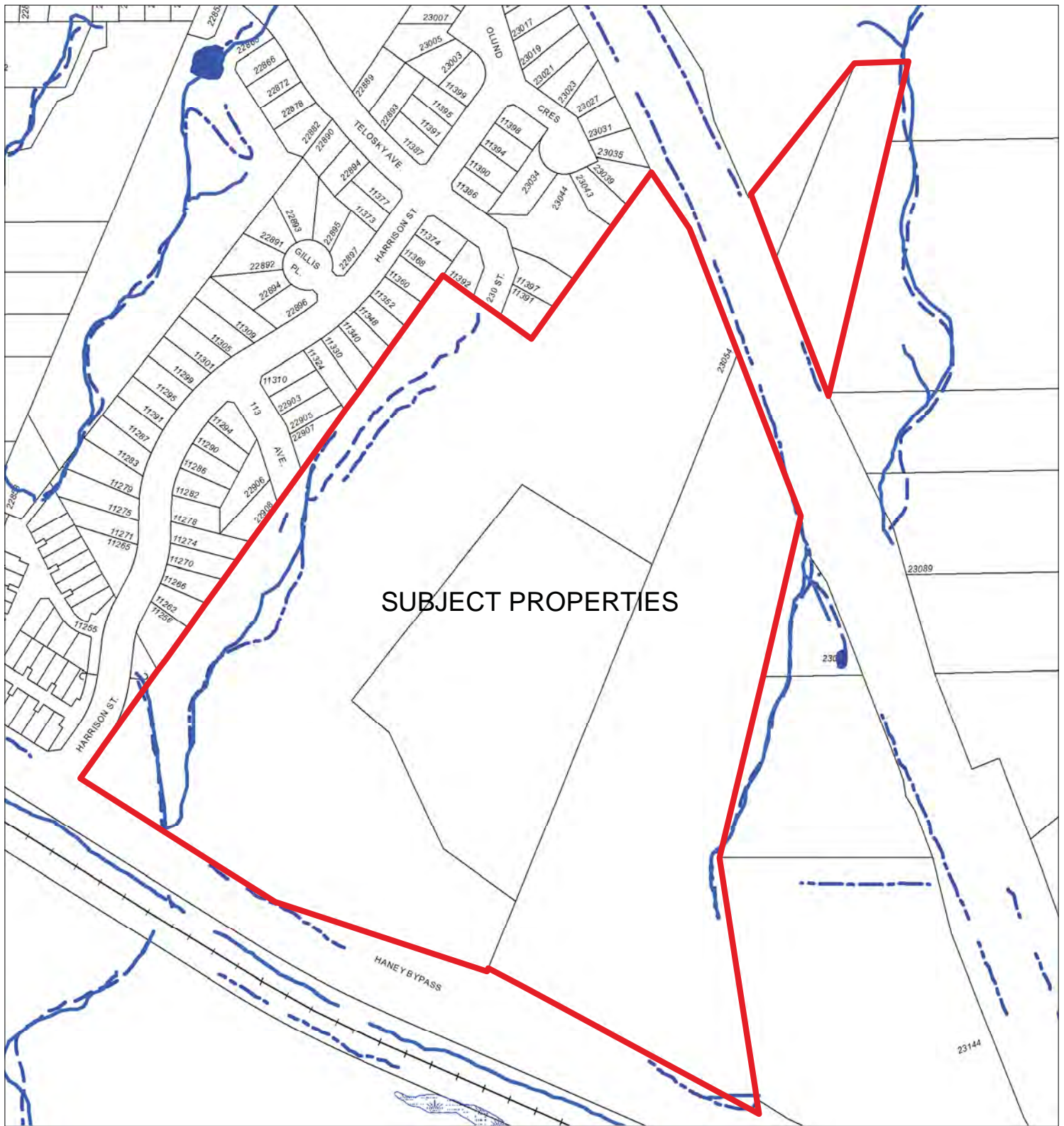
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – 23070 Loughheed Highway Housing Agreement Bylaw No. 7332-2017

Appendix D - Plan of subdivision



Scale: 1:3,000

Legend

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

23025/23054/23060/23070
& 23075 Lougheed Hwy

PLANNING DEPARTMENT



MAPLE RIDGE

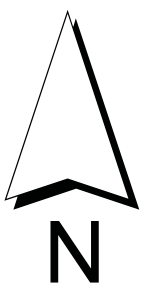
British Columbia

mapleridge.ca

2015-297-RZ.2

DATE: Aug 29, 2018

BY: JV



Scale: 1:3,000

Legend

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

23025/23054/23060/23070
& 23075 Lougheed Hwy

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

2015-297-RZ.2
DATE: Aug 29, 2018

BY: JV

**CITY OF MAPLE RIDGE
BYLAW NO. 7332-2017**

A Bylaw to authorize the City of Maple Ridge to enter into a Housing Agreement for
23070 Lougheed Highway

WHEREAS, pursuant to Section 483 of the Local Government Act, R.S.B.C 1996, c. 323, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS, Council and Polygon Provenance Homes Ltd., Inc. No. BC0973398 wish to enter into a housing agreement for the subject property at about 23070 Lougheed Highway;

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

1. This Bylaw may be cited as “23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017”.
2. By this Bylaw Council authorizes the City to enter into a housing agreement with Polygon Provenance Homes Ltd., Inc. No. BC0973398 in respect to the following land:

Lot C District Lots 402 and 403 Group 1 NWD Plan EPP 79514
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule “1”, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the 23rd day of May, 2017.

READ a second time the ____ day of _____, 20__.

READ a third time the ____ day of _____, 20__.

ADOPTED the ____ day of _____, 20__.

PRESIDING MEMBER

CORPORATE OFFICER

**Bylaw No. 7332-2017
Schedule "A"
HOUSING AGREEMENT
File 2015-297-RZ**

THIS AGREEMENT (the "**Housing Agreement**") dated for reference the ____ day of _____, 2018,

BETWEEN

POLYGON PROVENANCE HOMES LTD.
900 – 1333 West Broadway
Vancouver, British Columbia, V6C 3R8

(the "**Grantor**")

OF THE FIRST PART

AND

CITY OF MAPLE RIDGE
11995 Haney Place
Maple Ridge, British Columbia, V2X 6A9

(the "**City**")

OF THE SECOND PART

WHEREAS:

- A. The Grantor is the registered owner of the Lands.
- B. The City wishes to provide a range of housing options for residents within its boundaries.
- C. The Grantor proposes to provide a minimum of 24 apartment dwelling units as rental housing, of which a minimum of one-third of the units will also be adaptive housing for aging in place in accordance with Section 3.8.5 Adaptive Dwelling Units of the *British Columbia Building Code*, as amended.
- D. The Grantor and the City wish to enter into this Housing Agreement pursuant to Section 483 *Local Government Act* (British Columbia) to restrict the use, tenure and occupancy of Rental Dwelling Units to be constructed on the Lands (hereinafter defined), on the terms and conditions of this Housing Agreement, and the Grantor also wishes to grant a covenant in favour of the City pursuant to Section 219 of the *Land Title Act* (British Columbia) on the terms and conditions more particularly set out in that legal instrument.

- E. The City has adopted a bylaw under Section 483 of the *Local Government Act* (British Columbia) to authorize this Housing Agreement as a Housing Agreement between it and the Grantor, and the Grantor has also granted a restrictive covenant.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Grantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree to this Housing Agreement, pursuant to section 483 of the *Local Government Act* (British Columbia) and the Grantor grants to the City the covenants set out herein pursuant to Section 219 of the *Land Title Act* (British Columbia) as follows:

1. **Definitions.** In this Housing Agreement:

- (a) **"Rental Dwelling Units"** means a minimum of twenty-four (24) rental residential dwelling units designated as such by the Grantor and agreed to by the City to be constructed and located on the Lands and each such unit shall be referred to herein as a **"Rental Dwelling Unit"**;
- (b) **"Lands"** means the lands situate in the City of Maple Ridge in the Province of British Columbia, and legally described as:

PID: NPA

Lot C District Lots 402 and 403 Group 1 New Westminster
District Plan EPP79514,

and any part, including a building or a portion of a building, into which said land is subdivided; and

- (c) **"Subdivide"** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, parcels, parts, portions or shares, whether by plan, strata plan, descriptive words or otherwise, under the *Land Title Act*, *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative units" or "shared interest in land" as defined in the *Real Estate Act*.

2. **Use Restrictions and Construction of the Rental Dwelling Units.**

- (a) No buildings or other structures constructed on the Lands may be used for any commercial use including without limitation retail sales, wholesale sales, the provision of professional or personal services, restaurants, and establishments for the sale of or the consumption of alcoholic beverages until such time as all of the Rental Dwelling Units to be built on the Lands have

been fully constructed and an occupancy permit issued for each Rental Dwelling Unit.

- (b) As security for undertaking the complete construction of the Rental Dwelling Units, the Grantor must prior to the registration of this legal document against title to the Lands provide to the City a clean, unconditional, irrevocable, and annually self-renewing letter of credit in the amount of Five Million Seven Hundred Thousand (\$5,700,000) Canadian Dollars issued by a Canadian Chartered Bank, drawn in favour of the City of Maple Ridge, which letter of credit may be presented and forthwith drawn down by the City of Maple Ridge at any branch of the issuing bank within the City of Maple Ridge in the event that the Grantor has not completely built and made the Rental Dwelling Units available to tenants by January 1, 2023. If the City draws down on the Letter of Credit, the City may expend the monies for the purpose of completing the construction of the Rental Dwelling Units or otherwise providing rental housing within the City.

3. **Rental Dwelling Units.** The Rental Dwelling Units shall:

- (a) only be used to provide rental accommodation;
- (b) remain as rental accommodation in perpetuity; and
- (c) not be occupied except by a person or persons who occupies on a month to month residential tenancy agreement or under a residential tenancy agreement having a fixed term (if permissible by applicable laws) not exceeding three years, including any rights of renewal.

4. **Adaptive Housing Units.** A minimum of eight (8) of the Rental Dwelling Units shall be designed as adaptive dwelling units in accordance with Section 3.8.5 Adaptive Dwelling Units of the *British Columbia Building Code*.

5. **Unit Mix.** The Rental Dwelling Units shall be built as follows:

- (a) 42% one (1) bedroom units (minimum 10 dwelling units);
- (b) 25% two (2) bedroom units (minimum 6 dwelling units); and
- (c) 33% three (3) bedroom units (minimum 8 dwelling units).

6. **Adjustments.** Minor adjustments to the unit mix set out in Section 5 may be requested in writing by the Grantor and approved or denied at the discretion of the City's Director of Planning or their delegate.

7. **Parking.** The parking requirements for the Rental Dwelling Units, including visitor parking, must be in conformance with the City's Zoning Bylaw and Off-Street Parking

Bylaw. The Grantor must provide adequate signage denoting exclusive parking for the Rental Dwelling Units (for both residents and visitors). Such parking spaces must be distinct from any commercial parking spaces and be satisfactory to the City.

8. **Subdivision Restrictions.** The Lands or airspace on or into which the Rental Dwelling Units are to be constructed shall not be Subdivided, except by means of a strata plan under the *Strata Property Act* that includes all of the Rental Dwelling Units within a single strata plan.

9. **Notice to Buyers.** The Grantor must provide notice of the above referenced covenant and this Housing Agreement to every person or persons intending to purchase a Rental Dwelling Unit prior to any person entering into an agreement of purchase and sale, agreement for sale, or option or similar right to purchase.

10. **Strata Bylaws.** The initial bylaws of the strata corporation formed upon the subdivision of the Lands under the *Strata Property Act* shall not prevent, restrict or abridge any of the Rental Dwelling Units on the Lands from being used as rental accommodation pursuant to this Housing Agreement.

11. **Binding.** This Housing Agreement shall be binding upon all owners in fee simple of any one or more of the Rental Dwelling Units. Any strata corporation bylaw or rule which prevents, restricts or abridges the right to use any of the Rental Dwelling Units as rental accommodations shall have no force or effect.

12. **Bona-Fide Tenants.** The Grantor and all successor owners in fee simple of any of the Rental Dwelling Units must not occupy the Rental Dwelling Unit owned by them nor permit or allow any person related to them by blood or marriage to occupy the Rental Dwelling Unit. The Rental Dwelling Unit must only be occupied by unrelated bona-fide tenant as provided for in this Housing Agreement.

13. **Specific Performance.** The Grantor agrees that because of the public interest in ensuring that all of the matters described in this Housing Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Housing Agreement.

14. **Notice of Housing Agreement.** For clarity, the Grantor acknowledges and agrees that:

- (a) this Housing Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a Housing Agreement entered into under section 483 of the *Local Government Act*;
- (b) the City is required to file a notice of this Housing Agreement in the *Land Title Office* against title to the Lands; and

- (c) once such a notice is filed, this Housing Agreement binds all persons who acquire an interest in the Lands as a housing agreement under section 483 of the *Local Government Act*.

15. **No Obligation to Enforce.** The rights given to the City by this Housing Agreement are permissive only and nothing in this Housing Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Housing Agreement, to perform any act or to incur any expense in respect of this Housing Agreement.

16. **No Effect on Laws or Powers.** This Housing Agreement does not:

- (a) affect or limit the discretion, rights duties or powers of the City or the approving officer for the City under the common law or any statute, bylaw or other enactment nor does this Housing Agreement date or give rise to, nor do the parties intend this Housing Agreement to create, any implied obligations concerning such discretionary rights, duties or powers;
- (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
- (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

17. **Indemnity.** The Grantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Housing Agreement, the restrictions or obligations contained in this Housing Agreement or the performance or non-performance by the Grantor of this Housing Agreement that the City is or may become liable for, incur or suffer.

18. **Priority.** The Grantor will do everything necessary, at the Grantor's expense, to ensure that this Housing Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

19. **Waiver.** An alleged waiver of any breach of this Housing Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Housing Agreement does not operate as a waiver of any other breach of this Housing Agreement.

20. **Interpretation.** In this Housing Agreement:

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
- (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Housing Agreement;
- (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Housing Agreement;
- (d) the word "enactment" has the meaning given to it in the Interpretation Act (British Columbia) on the reference date of this Housing Agreement;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Housing Agreement and their respective successors, assigns, trustees, administrators and receivers;
- (g) time is of the essence; and
- (h) reference to a "day", "month" or "year" is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

21. **Further Acts.** The Grantor will do everything reasonably necessary to give effect to the intent of this Housing Agreement, including execution of further instruments.

22. **Severance.** If any part of this Housing Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Housing Agreement and the rest of this Housing Agreement remains in force unaffected by that holding or by the severance of that part.

24. **No Other Agreements** This Housing Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

25. **Enurement.** This Housing Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

26. **Deed and Contract.** By executing and delivering the *Land Title Act* Forms and Notice which are attached hereto and which form a part of this Section 219 Covenant and Housing Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

IN WITNESS WHEREOF the parties hereto have executed this Housing Agreement as of the day and year first above written.

POLYGON PROVENANCE HOMES LTD., by
its authorized signatory(ies):

Per: _____

G. SCOTT BALDWIN

Per: _____

ROBERT BRUNO

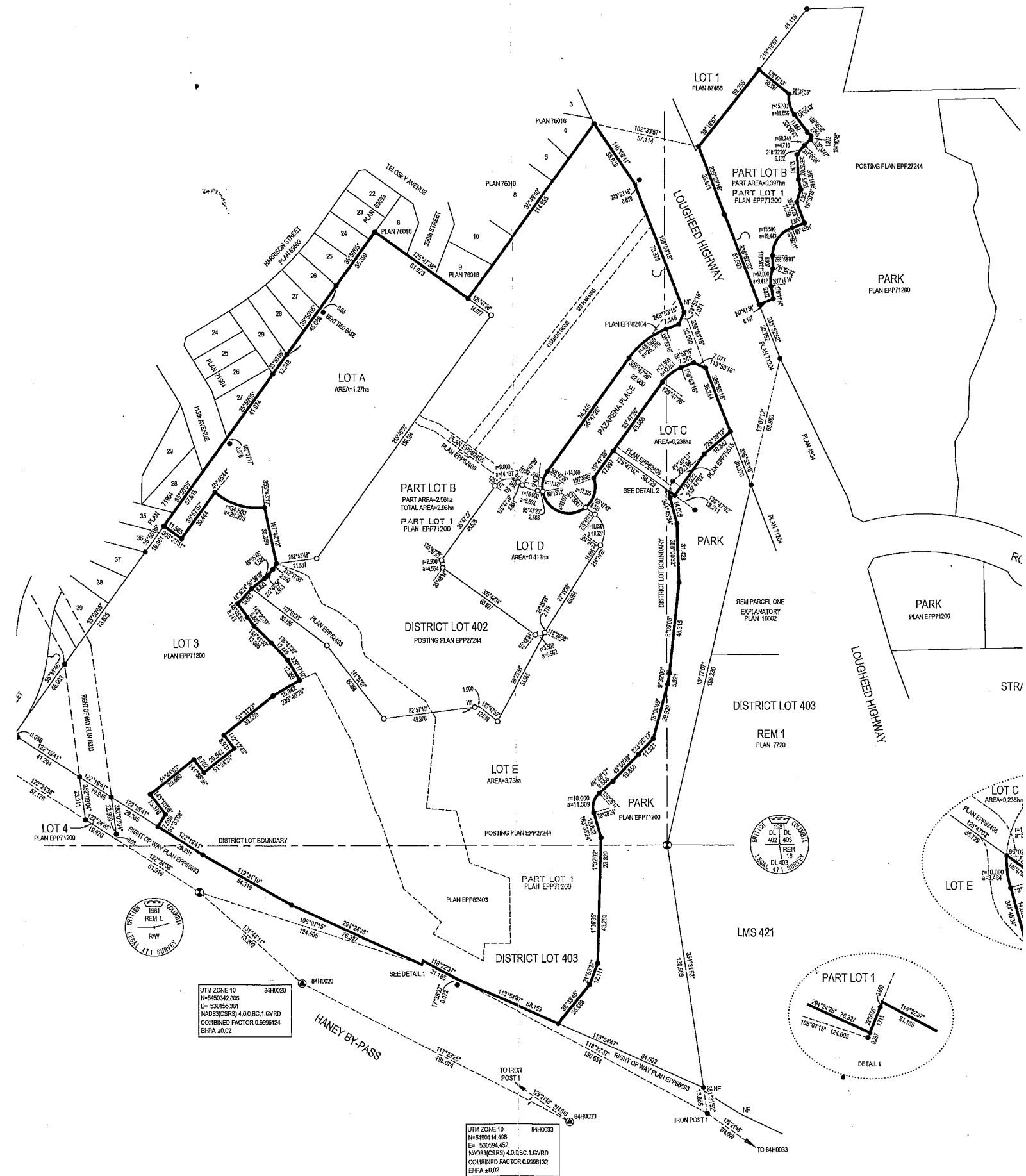
**THE CORPORATE SEAL OF THE
CORPORATION OF THE CITY OF MAPLE
RIDGE**

was hereunto affixed in the presence of:

Mayor

Corporate Officer

APPENDIX D



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	September 18, 2018
FROM:	Chief Administrative Officer	FILE NO:	2018-218-RZ
		MEETING:	COUNCIL
SUBJECT:	Zoning Bylaw Amendments for Auto Wrecking Services Zone Amending Bylaw No. 7455-2018		

EXECUTIVE SUMMARY:

On July 17, 2018, Council directed staff to prepare amending bylaws to prohibit auto wrecking services, meaning vehicle wrecking, salvaging and storing of wrecked or salvaged vehicles, in the M-2 (General Industrial) zone. This report summarizes the proposed amendments to the Zoning Bylaw, and outlines the implications of these changes on existing auto wrecking businesses.

As a result of the proposed changes, if approved, the auto wrecking use will only be permitted in the M-5 (High Impact Industrial) zone. New auto wrecking businesses will be required to undertake a rezoning process, as there are currently no properties zoned M-5 (High Impact Industrial) in Maple Ridge, providing Council with the opportunity to review each proposal on a case-by-case basis. This report presents Zone Amending No. 7455-2018 for first and second reading, and Council's referral to a Public Hearing date in October.

RECOMMENDATION:

That Zone Amending Bylaw No. 7455-2018 be given first and second reading and be forwarded to Public Hearing.

BACKGROUND:

The Commercial and Industrial Strategy identified the limited amount of fully serviced, development-ready industrial land in Maple Ridge as a key constraint to creating local high-value jobs. Given this limitation, staff have been exploring strategies to maximize the employment density on existing industrial land by encouraging greater employment densification. On July 17, 2018, the Economic Development Department presented a report to Council outlining the City's current auto wrecking regulations, and the number of existing and in-stream auto wrecking business licenses. The report noted that auto wrecking businesses fail to meet the objectives of maximizing employment density, and recommended that stricter controls on this use be implemented. Council directed staff to bring forward an amending bylaw to prohibit the auto wrecker use in the M-2 (General Industrial) zone with the following resolution:

That staff prepare amendments to the City's Zoning Bylaw and Business Licensing Bylaw to prohibit auto wrecker use in the M2 General Industrial Zone.

It is noted that after further staff discussion, no concurrent amendments to the Business Licensing and Regulation Bylaw are required at this time. The requirement for auto wrecking businesses to have Automobile Recyclers' Environmental Association of BC (AREA) membership as identified in the July 17, 2018 staff report, can be achieved through the existing Business Licensing Bylaw.

PLANNING ANALYSIS AND IMPLICATIONS:

Auto wrecking services are currently permitted as an industrial use in the M-2 (General Industrial) and M-5 (High Impact Industrial) zones. The proposed Zone Amendment Bylaw No. 7455-2018 will

exclude *vehicle wrecking, salvaging and storage of wrecked or salvaged vehicles* as a permitted principal use in the M-2 (General Industrial) zone (see Appendix A). The wrecking and salvaging of non-vehicular goods, such as appliances and electronics will continue to be permitted in the M-2 (General Industrial) zone, and will continue to require screening of outdoor storage.

As a result of the proposed Zoning Bylaw amendments, if approved, all current auto-wrecking businesses, as well as those businesses in the process of obtaining a business license for an auto-wrecking use (seven in total) will become legally non-conforming and are subject to the provisions outlined in Part 14, Division 14 of the *Local Government Act*. The legally non-conforming status allows the businesses to continue their operation for as long as desired, and permits building additions, alterations or maintenance that do not increase the amount of non-conformance. Should the use cease on any of the seven properties for more than six months, or in the event that a building is damaged over 75% by fire, the businesses would need to comply with the current Zoning Bylaw.

New auto wrecker businesses could still be accommodated under the M-5 (High Impact Industrial) zone; however, such future applicants would be required to go through the rezoning process as there are currently no properties zoned M-5 (High Impact Industrial) in Maple Ridge. Appropriate properties for this use are currently designated *Industrial or Rural Resource* along the Lougheed Highway and 256 Street north of 128 Avenue, excluding land designated *Industrial – Business Park* such as Maple Meadows and Albion.

Interdepartmental Implications:

The proposed Zoning Bylaw changes have been discussed with the Economic Development and Civic Property Department and Bylaw and Licensing Services, and both departments are in support of the amendments. Staff will provide the seven identified businesses with a letter informing them of the proposed amendments and providing an explanation of the legal non-conforming implications.

CONCLUSION:

This report outlines proposed Zoning Bylaw amendments to prohibit the auto wrecking use from the M-2 (General Industrial) zone, as directed by Council on July 17, 2018. It is recommended that Zoning Bylaw No. 7455-2018 be given first and second reading and forwarded to Public Hearing.

“Original signed by Amelia Bowden”

Prepared by: Amelia Bowden, M.Urb, MCIP, RPP
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

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

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

Appendix A - Zone Amending Bylaw No. 7455-2018

CITY OF MAPLE RIDGE

BYLAW NO. 7455-2018

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended.

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

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

This Bylaw may be cited as "Maple Ridge Zoning Bylaw Text Amendment No. 7455-2018."

1. **PART 8 INDUSTRIAL ZONES SECTION 802 GENERAL INDUSTRIAL M-2, Item 1) PRINCIPAL USES** is amended by the addition of the following under a) Industrial Uses not including:
 - viii. Vehicle wrecking, salvaging and storing of wrecked or salvaged vehicles.
2. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended is hereby amended accordingly.

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

PUBLIC HEARING held the day of , 20 .

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

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

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Cannabis Retail Zoning Bylaw Text Amendment
First & Second Reading Bylaw No. 7487-2018

MEETING DATE: September 18, 2018
FILE NO: 2018-320-RZ
ATTN: Council

EXECUTIVE SUMMARY:

On September 4, 2018, Council directed staff to prepare bylaw amendments to direct the retail sales of non-medical cannabis, which will become legal on October 17, 2018. The zones that were considered appropriate for this use were CS-1 Highway Commercial, C-2 Community Commercial, and C-3 Town Centre Commercial with prescribed separation requirements from schools and other cannabis retail outlets. The proposed bylaw amendment as endorsed by Council is attached to this report as Appendix A.

RECOMMENDATION:

That Maple Ridge Zone Amending Bylaw No. 7487-2018 be given First and Second Readings and be forwarded to Public Hearing.

BACKGROUND:

At the September 4, 2018 Council Workshop, Council passed the following resolutions:

- 1) That the proposed Maple Ridge Zone Amending Bylaw No. 7487-2018 attached to this report be brought forward at the September 18, 2018 Council Meeting for First and Second Readings and forwarded to Public Hearing; and***
- 2) That staff be directed to bring forward bylaw amendments to the Business Licencing and Regulation Bylaw to establish business licencing fees and conditions for cannabis retail use; and further***
- 3) That staff be directed to bring forward bylaw amendments to the Zoning Bylaw to regulate the commercial production of cannabis on lands within the Agricultural Land Reserve.***

This report addresses resolution # 1, to bring forward zoning bylaw amendments for cannabis retail. The proposed bylaw to define and establish cannabis retail in the following specified zones: CS-1 Highway Commercial, C-2 Community Commercial, and C-3 Town Centre Commercial. In addition, the zoning bylaw amendment prescribes separation requirements from schools and other cannabis retail outlets. These separation requirements will effectively limit the numbers of cannabis retail outlets to 1 in the Town Centre, to a total of about 4 or 5 within municipal limits. The proposed bylaw is appended to this report as Appendix A. The September 4, 2018 workshop report is appended as Appendix B.

Staff reports addressing the remaining resolutions will be brought forward to Council after Maple Ridge Zone Amending Bylaw No. 7487-2018 receives first and second reading.

CONCLUSION:

The proposed bylaw has been reviewed at the September 4 Council Workshop, where it was agreed to bring it forward to the September 18, 2018 Council meeting to proceed to first and second reading. On this basis, it is recommended that the bylaw be given first and second reading. Additional work will commence as next steps, including work on the Business Licencing and Regulation Bylaw, and a review of the Zoning Bylaw as applied to cannabis production facilities. These reports will be presented in a future Council meeting.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

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

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Zone Amending Bylaw No. 7487-2018

Appendix B – September 4, 2018 Council Workshop report, titled “Cannabis Retail Amendment Options”.

CITY OF MAPLE RIDGE BYLAW NO. 7487-2018

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

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

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

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7487-2018”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:
 - a) PART 2, INTERPRETATION, is amended by the addition of the following definition in correct alphabetical order:

“Cannabis” means dried flowers, leaves, stems and seeds of the cannabis Cannabis sativa plant, cultivated for the purpose of inhaling or ingesting.

“Cannabis Retail” means a retail use devoted to sales of non-medical cannabis products in accordance with Federal and Provincial Regulations.
 - b) PART 4, GENERAL REGULATIONS, Section 401, USES OF LAND, BUILDINGS AND STRUCTURES is amended by deleting prohibited use (3)(h) in its entirety and replacing it with the following:

The retail sale of cannabis products if located within the following distance, measured in a straight line from the property lines, to one of the following uses:

 - i. 200 meters from an elementary or secondary school,
 - ii. 1000 metres from a cannabis retail use.
 - c) PART 7, COMMERCIAL ZONES, SECTION 702, COMMUNITY COMMERCIAL, C-2, is amended by the addition of the following new principal use 1)p) as follows:

Cannabis Retail
 - d) PART 7, COMMERCIAL ZONES, SECTION 703, TOWN CENTRE COMMERCIAL, C-3, is amended by the addition of the following new principal use 1)t) as follows:

Cannabis Retail
 - e) PART 7, COMMERCIAL ZONES, SECTION 708, SERVICE COMMERCIAL, CS-1, is amended by the addition of the following new principal use 1)v) as follows:

Cannabis Retail

3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Cannabis Retail Amendment Options

MEETING DATE: September 4, 2018
FILE NO: 2018-320-RZ
MEETING: Workshop

EXECUTIVE SUMMARY:

Cannabis will become a legal controlled substance on October 17, 2018, when applicable Federal laws come into full effect. Similar to most Lower Mainland municipalities, Maple Ridge has taken a measured approach to date. On March 27, 2018, Council adopted bylaw No. 7428-2018 to prohibit the retail sale of cannabis in all zones in Maple Ridge (under application # 2018-022-RZ). This measure was considered to be prudent and an interim step prior to eventual legalization of recreational cannabis. It effectively prevented illegal dispensaries from becoming legally non-conforming upon legalization. The intention was to later consider bylaw amendments once the use was legal, and Federal and Provincial regulations were in place.

The Provincial role with legalization will be as a central distributor and licence administrator. Fortunately, municipalities have some control over where retail outlets may set up. In addition, the Agricultural Land Commission has recently released regulations requiring that all new construction in the ALR for cannabis production be soil based. It is understood that this measure has been taken to avoid excessive permanent landscape alterations for cannabis production in the Agricultural Land Reserve. The provincial control over supply and distribution will assist in maintaining a balance between the supply and demand of cannabis.

This report recommends zoning bylaw amendments directing the sale of cannabis within the community. A draft bylaw has been prepared based on recommendations in this report. It is recommended that this bylaw be forwarded to the September 18, 2018 Council Meeting for first and second reading. A second report will be before Council with information and appropriate bylaw recommendations in response to the revised regulations of the Agricultural Land Commission as it relates to cannabis production.

RECOMMENDATION:

- 1) That the proposed Maple Ridge Zone Amending Bylaw No. 7487-2018 attached to this report be brought forward at the September 18, 2018 Council Meeting for First and Second Readings and forwarded to Public Hearing; and
- 2) That staff be directed to bring forward bylaw amendments to the Business Licensing and Regulation Bylaw to establish business licensing fees and conditions for cannabis retail use; and further
- 3) That staff be directed to bring forward bylaw amendments to the Zoning Bylaw to regulate the commercial production of cannabis on lands within the Agricultural Land Reserve.

BACKGROUND:

a) Federal, Provincial and Municipal Jurisdiction

Cannabis will become a legal controlled substance in October 2018. A summary of responsibilities as they involve Federal, Provincial and Local governments is provided below.

i. Government of Canada

Under the new legislation, the Federal government is responsible for establishing and maintaining a comprehensive and consistent national framework for regulating production, setting standards for health and safety, and establishing criminal prohibitions.

ii. Province of British Columbia: Application Process for Cannabis Retail

Through the Liquor and Cannabis Regulation Branch (LCRB), the province will be issuing licences for non-medical cannabis retail stores. Licence applications for retail stores are first submitted to the LCRB, who will then notify the local government of the area where the proposed store will be located. From the outset, the proposed retail store must be a stand alone business. The issuance of any Provincial licence will require the input and a positive recommendation from the affected local government.

If the local government chooses to make comments and recommendations on a licensee's application to the LCRB, it must gather the views of residents. (The City of Maple Ridge has an established practice in place for the issuance of liquor licence retail stores). If the local government makes a positive recommendation, the LCRB has discretion whether or not to issue the licence, but must consider the local government's recommendation. The local government has the ability to charge an application fee for cost recovery for the purpose of assessing applications.

iii. Local Governments:

Within their geographical limits, British Columbia municipalities have regulatory powers in permitting cannabis retail stores. These powers include: zoning bylaw restrictions regarding the location and siting of cannabis retail stores, business licensing bylaws, that can limit the hours of operation, or sign bylaws to specify signage requirements.

CANNABIS REGULATION OVERVIEW:

a) Municipal Scan

A table outlining the steps taken by other BC municipalities for cannabis retail is attached as Appendix A. This information shows that many municipalities have prohibited cannabis retail outright. The City and the Township of Langley indicates that their prohibition may continue after legalization occurs. Some municipalities are now in the process of drafting bylaw amendments in support of this use. A summary of these other BC municipalities follows:

i. Site Specific Rezoning Required

This requirement is being established in Port Moody, Port Coquitlam, Richmond, and West Vancouver.

ii. Permit Government Retail Stores Only

The City of Burnaby and the District of Mission have specified that only government retail outlets would be supported. Other municipalities have been less specific, indicating that a combination of government and private retail outlets would be supported. (The LCRB has indicated that employees of government stores will receive wages above "Living Wage" salaries, and therefore will be bringing quality employment into the communities with government stores.)

iii. **Place Caps on Number of Outlets**

The City of Burnaby is initially limiting one retail outlet per town centre area, which would amount to about 4 retail outlets in total in the city. New Westminster has established a cap of 5 outlets. The City of White Rock places a cap on one retail use in their town centre, to be permitted as a temporary use only.

iv. **Separation Requirements**

Separation requirements have been specified from schools, parks, and other retail outlets in Vancouver, District of North Vancouver, Whiterock, Port Coquitlam, New Westminster, and Kamloops. For schools, community centres, and youth facilities, these requirements range from 100 metres to 300 meters across this municipal scan. The required separation between cannabis retail outlets ranged from 150 metres (Kamloops) to 1000 metres (Port Coquitlam).

v. **Business Licence Bylaws**

Revised fee schedules for business licencing and cannabis retail is being proposed in the City of Richmond, Vancouver, and New Westminster. New Westminster has an annual licence fee of \$2698.00, with an initial licence assessment fee of \$5,400.00. Richmond has a \$4,000.00 base fee with increments based on retail area. Vancouver has an business licence fee of \$30,000.00 per year. (It should be noted that the business licence fee must be an accurate reflection of the cost of service for the municipality.)

b) **Cannabis Production**

In a bulletin issued on August 15, 2018, the Agricultural Land Commission has directed that all new structures built for the purpose of commercial cannabis production be soil based. This measure will effectively prevent permanent and potentially excessive landscape alterations such as concrete bunkers for cannabis cultivation. These new regulations along with proposed bylaw amendments will be discussed further in a follow-up report.

BYLAW AMENDMENT OPTIONS FOR MAPLE RIDGE:

This report assesses three options, as follows:

Option 1. Continued prohibition.

This approach is being pursued in both the City and the Township of Langley.

- **Advantages:** allows Council to take a principled stand, and to avoid problems that could arise from this new use.
- **Disadvantages:** Loss of retail dollars as consumers seek other municipality to meet this demand.

Option 2. Limiting the number of retail outlets.

This approach is being pursued in Burnaby, New Westminster, and White Rock.

- **Advantages:** allows some capture of retail dollars that would otherwise be spent outside of Maple Ridge, and to increase the number of retail outlets should demand warrant the increase.
- **Disadvantages:** may compromise values of Council, and might not initially capture all the local retail market.

Option 3. Minimal restrictions on cannabis retail outlets.

This approach appears to have been taken in the City of Vancouver, although certain conditions of use and siting restrictions have been established.

- **Advantages:** will satisfy specific business interests, capture greatest market share.
- **Disadvantages:** Risk of over-investment, leading to proliferation of retail outlets, possible store closures, and displacement of other neighbourhood serving businesses.

This report recommends Option 2. Given the degree of control held in provincial requirements, there seems little need for site specific Zoning Bylaw amendments, given the extent of local control, as municipalities will need to review, gather community input, and positively recommend each retail outlet to the Provincial Government before approval can occur. The centralization of control for production and distribution of cannabis at federal and provincial levels will help to mitigate the potential for excessive retail floor space being allocated to this use.

For this reason, likely the most appropriate approach for addressing this use in Maple Ridge will follow a similar position to liquor stores. The recommendation is that Cannabis Retail be located in commercial zones that serve the broader community and also allow licensed retail stores. These zones are typically located in larger commercial areas with a range of commercial opportunities. The recommended zones are CS-1, C-2, and C-3 Commercial zones.

Separation requirements are recommended, as follows: 200 metres of separation from schools, and 1000 metres of separation between cannabis retail outlets.

A scan of available commercial areas indicates that with these separation requirements the number of outlets that could be located in Maple Ridge would be consistent with the caps placed in Burnaby (4) and New Westminster (5).

To consider an application in other commercial zones, a text amendment permitting cannabis retail could be made to the smaller scale commercial zones that also allow Licensee Retail Stores. These zones could include C-5 Village Centre Commercial, CRM Commercial/Residential, H-1 Heritage Commercial, and H-2 Hammond Village Commercial.

a) Proposed Zoning Bylaw Amendments

Recommended Zoning Bylaw amendments include the following:

- **Definitions:** Introduction of the term “Cannabis” and “Cannabis Retail Store” in the zoning bylaw
- **General Regulations:** Separation requirements for Cannabis Retail Stores will be outlined in the General Regulations.
- **Specific Zones:** CS-1, C-2, and C-3 Zones will be amended to allow this use.

The proposed bylaw amendment is attached as Appendix B.

INTERGOVERNMENTAL ISSUES:

The introduction of this new use will involve coordination with the province through the Liquor and Cannabis Regulations Branch.

CITIZEN/CUSTOMER IMPLICATIONS:

All zoning bylaw amendments must first proceed through a Public Hearing. As identified in the provincial process, community input will be required prior to locating any retail outlet within the community.

INTERDEPARTMENTAL IMPLICATIONS:

It is recommended that a review of Business Licence fees as it applies to this new use be undertaken for Councils consideration.

ALTERNATIVES:

This report identifies three options for Council's consideration, ranging from continuing the existing prohibition, allowing a restricted number of outlets in specified zones, to opening up the option further with more outlets and fewer restrictions. The recommended approach is Option 2, to allow this retail use but effectively restrict the number of outlets through separation requirements. However, Council may wish to direct that a different approach be taken.

CONCLUSION:

The eventual legalization of cannabis, and its introduction into retail outlets is prompting Canadian municipalities to amend their bylaws in response to this new use. Initially, prohibition was advised, but now bylaw amendments are being proposed in support of this new use. It is recognized that the extent of market uptake is not clear at this point. For this reason, the recommended approach is to proceed cautiously, with bylaw amendments and separation requirements that will limit the number of outlets that can be located within Maple Ridge. Council may direct that further work be carried out to assess the optimum number of cannabis retail outlets in the municipality. As a result of this work, further bylaw amendments could be warranted.

"Original Signed by Diana Hall"

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

"Original Signed by Frank Quinn" for

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

"Original Signed by Frank Quinn"

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

"Original Signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A - Municipal Scan for Cannabis Retail

Appendix B - Zone Amending Bylaw No. 7487-2018

Municipality	Current Stage	Retail Sales Regulatory Measures	Minimum Siting Distances/ Requirements	Other Regulations/ Bylaw Amendments
City of Abbotsford	In Progress - Public Consultation (online survey), develop regulatory framework for fall 2018	<ul style="list-style-type: none"> Interim Zoning Bylaw Amendments to prohibit all non-medical cannabis uses 	N/A	N/A
City of Burnaby	In Progress - Report to Council July 28, 2018 Public Hearing Scheduled for August 28, 2018	<ul style="list-style-type: none"> Will allow government cannabis retail stores only (private stores subject to further review in the future) Initial roll out of stores in the four town centres only, limit of one store per town centre. Permitted in Commercial Zone (C2, C3) Will prepare development guidelines similar to liquor store Rezoning applications 	N/A	N/A
City of Coquitlam	Waiting - Develop final "Cannabis Legalization Framework" & Community and stakeholder feedback once additional information on the provincial legislation for non-medical cannabis is available.	<ul style="list-style-type: none"> Interim Zoning Bylaw Amendments to prohibit all non-medical cannabis uses 	N/A	N/A
City of Delta	Waiting - Additional Zoning By-law amendments will be forthcoming once and an internal group of staff are currently reviewing the information	<ul style="list-style-type: none"> Cannabis dispensary, cannabis production and cannabis research and development prohibited in all zones 	N/A	<ul style="list-style-type: none"> Council gave three readings to a new Delta Smoking Regulation Bylaw and associated amendments to the Bylaw Notice Enforcement Bylaw and the Municipal Ticketing Information Bylaw

City of Kamloops	In Progress - Zoning Bylaw amended to allow for retail and procedure for Council Resolution and Business License process	<ul style="list-style-type: none"> Currently Public Retail permitted only (The City will not accept applications for private non-medical cannabis retail stores until the federal and provincial regulations have been fully implemented) Retails sale of cannabis will be managed similarly to retail sale of liquor and within the same zones 	<ul style="list-style-type: none"> 150 metres buffer from P-3 zones (Schools) and other cannabis retail stores 	<ul style="list-style-type: none"> Procedure to obtain Council Resolution and Business License Process are forthcoming
City of Langley	Waiting - no current indication that they will be moving forward with a regulatory framework	<ul style="list-style-type: none"> Retail sales of cannabis currently prohibited (Zoning Bylaw) 	N/A	N/A
City of New Westminster	In Progress - Public Hearing scheduled for early Fall 2018	<ul style="list-style-type: none"> Number of initial application be limited to 5 (1 per core commercial areas) Both private and public retail stores permitted Site specific Rezoning Application in areas zoned or designated for commercial retail uses Cannabis Retail Rezoning Policy - outlines guidelines for evaluation of rezoning applications 	<ul style="list-style-type: none"> 200 metres between cannabis retail uses 150 metres from Schools, Community Facilities, Public Playgrounds <p>(measured from the centre point of the main entrance of the proposed retail cannabis location to nearest property line of a school or playground and centre point of the public entrance for schools and community centres)</p>	<ul style="list-style-type: none"> Business License Bylaw amended to include the following requirements for retail cannabis locations which have been delegated to municipal authority Smoking Control Bylaw consistent with current tobacco smoking regulations Staff recommends that a non-fundable application fee to operate a cannabis retail store be set at \$5400.00 and that an annual licensing fee to operate a cannabis retail store be set at \$2698.67
City of North Vancouver	In Progress - Public Consultation - Survey currently in progress until August 10, 2018 Draft policy in progress to guide Rezoning & Business licensing applications	<ul style="list-style-type: none"> Currently cannabis retail is prohibited No applications requesting cannabis retail sales and production be processed until policies and/or Bylaws are adopted to regulate such activities 	N/A	N/A

City of Pitt Meadows	Waiting - Currently on the Strategic Priorities for Q3 2018 (July 1 - Sep 30)	<ul style="list-style-type: none"> Distribution of cannabis is currently prohibited 	N/A	N/A
City of Port Coquitlam	In Progress – Public Hearing will be held in November after public consultation	<ul style="list-style-type: none"> Marihuana dispensaries are currently prohibited Site specific Rezoning application similar to how liquor establishments are regulated Propose that a Council Policy be developed to detail criteria for evaluation of the application 	<ul style="list-style-type: none"> 1 km separation between other cannabis retail 200-metre distance requirement from schools, playgrounds, community centers and sports fields Not located within the downtown core 	<ul style="list-style-type: none"> Amendment of the Development Procedures Bylaw to set out the process for consideration of Branch referrals, including application requirements Amendment of the Fees and Charges bylaw to set fees for applications Amendment of enforcement bylaws to set penalties for infractions Amendment of the Business License bylaw to permit issuance of a business license for a cannabis retail sales use.
City of Port Moody	In Progress - On June 12, Council passed a motion to prepare an amendment to the Zoning Bylaw	<ul style="list-style-type: none"> Currently retail cannabis sales are prohibited. Site specific Rezoning application required for cannabis retail (private or public) considered case-by-case 	N/A	<ul style="list-style-type: none"> Smoking Regulation Bylaw amended to prohibit smoking of cannabis indoors (eg. hooka lounge) Fees Bylaw should be amended to include cannabis similarly to the Licenses Liquor Primary
City of Richmond	In Progress - Retail sales of cannabis products would only be permitted through a site specific rezoning application.	<ul style="list-style-type: none"> Zoning Bylaw Amendments to prohibit all non-medical cannabis uses Site specific Rezoning application required for cannabis retail (private or public) 	N/A	<ul style="list-style-type: none"> Fee Bylaw amended for cannabis-related activities: \$4,000 base fee plus an incremental fee (\$28.25 per 100 m2 for the first 1,000 m2 of floor area; \$17.50 per 100m2 of floor area for all building area in excess of 1,000 m2)
City of Surrey	Waiting - Additional Zoning By-law amendments will be forthcoming once recreational cannabis becomes legal later in 2018	<ul style="list-style-type: none"> Interim Zoning Bylaw Amendments to prohibit non-medical (recreational) cannabis production and distribution 	N/A	N/A

City of Vancouver	Completed - New regulations to operate were passed by City Council on June 24, 2015	<ul style="list-style-type: none"> • A new conditional land use (Zoning and Development By-law) and business category (License By-law) will be created • Development Permit (time limited and renewable annually), Building Permit and Business License required 	<ul style="list-style-type: none"> • 300 metres from school, community centre or youth facility • 300 metres from another cannabis retailer • Not permitted on the DTES, Granville Entertainment District, or minor street 	<ul style="list-style-type: none"> • Business License which will require: <ol style="list-style-type: none"> a. standard application information (i.e. names, contact information) b. annual Police Information Check for the applicant and all employees c. a fee of \$30,000 per year (based on cost recovery for regulation) d. a Good Neighbour Agreement
City of White Rock	Waiting - Development of a application package and procedures for retail store to be brought forward after legalization occurs	<ul style="list-style-type: none"> • Single cannabis store permitted in the Town Centre area under a Temporary Use Permit (pilot store) • A new Type of TUP is proposed with specific regulations in accordance with general conditions consistent with the parameters proposed 	<ul style="list-style-type: none"> • Limited within Town Centre land use 200 metres away from school site • 1000 metres away from any other cannabis store • 100 metres away from a child care facility • 30 metres away from parkland in the Town Centre 	<ul style="list-style-type: none"> • Smoking Protection Bylaw was updated to reflect the use of cannabis and define where it cannot be smoked
Township of Langley	Waiting - no current indication that they will be moving forward with a regulatory framework	<ul style="list-style-type: none"> • Retail sales of cannabis currently prohibited (Zoning Bylaw) 	N/A	N/A
District of Mission	In Progress - Once Provincial regulations are made public and municipal authority is clear Mission will bring forward bylaw amendments for consideration	<ul style="list-style-type: none"> • Currently the sale of cannabis, medical cannabis and cannabis products, and includes the sale of drug paraphernalia such as bong, hookah pipes, glass pipes, and other smoking aids are prohibited within all zones • Will only consider Government operated stores in identified established shopping malls (number of stores will not be regulated). A new zone will be created in addition to commercial uses - rezoning of a specific commercial retail unit will be required 	N/A	<ul style="list-style-type: none"> • Amend the Smoking Regulation Bylaw to treat vaping and smoking of cannabis in the same way as smoking tobacco in the future

District of North Vancouver	In Progress - Public Consultation - Survey currently in progress until September	<ul style="list-style-type: none"> • Staff recommend amending our existing Zoning Bylaw to allow non-medical cannabis retail stores in zones that allow liquor stores • The District would accept applications from any site with the appropriate zoning, permission would not be guaranteed, but subject to public input 	<ul style="list-style-type: none"> • 200 or 300 metres buffer from schools 	<ul style="list-style-type: none"> • Recommended that the Business License Bylaw amended to include retail cannabis stores as a new business class • Recommend amending the Fees and Charges Bylaw by adding "Non-medical Cannabis Retail Store" to the list of business types • Recommend amending the Bylaw Notice Enforcement Bylaw by adding fines for any contraventions regarding cannabis • Recommend amending the Smoking Regulation Bylaw to add cannabis and vaping under the 'Smoking' definition
District of West Vancouver	In Progress - working on a regulatory framework that will not be presented until after legalization	<ul style="list-style-type: none"> • Interim Zoning Bylaw Amendments to prohibit all non-medical cannabis uses • Site specific Rezoning application will be considered on a case-by-case basis and allow the District to determine specific conditions 	N/A	<ul style="list-style-type: none"> • Future amendments for Smoking Regulation Bylaw, Bylaw Notice Enforcement Bylaw & Municipal Ticket Information Bylaw forthcoming

CITY OF MAPLE RIDGE
BYLAW NO. 7487-2018

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

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

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

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7487-2018”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:
 - a) PART 2, INTERPRETATION, is amended by the addition of the following definition in correct alphabetical order:

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 - b) PART 4, GENERAL REGULATIONS, Section 401, USES OF LAND, BUILDINGS AND STRUCTURES is amended by deleting prohibited use (3)(h) in its entirety and replacing it with the following:

The retail sale of cannabis products if located within the following distance, measured in a straight line from the property lines, to one of the following uses:

 - i. 200 meters from an elementary or secondary school,
 - ii. 1000 metres from a cannabis retail use.
 - c) PART 7, COMMERCIAL ZONES, SECTION 702, COMMUNITY COMMERCIAL, C-2, is amended by the addition of the following new principal use 1)p) as follows:

Cannabis Retail
 - d) PART 7, COMMERCIAL ZONES, SECTION 703, TOWN CENTRE COMMERCIAL, C-3, is amended by the addition of the following new principal use 1)t) as follows:

Cannabis Retail
 - e) PART 7, COMMERCIAL ZONES, SECTION 708, SERVICE COMMERCIAL, CS-1, is amended by the addition of the following new principal use 1)v) as follows:

Cannabis Retail

3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018 Storm and Sanitary Sewer CCTV Program

MEETING DATE: September 18, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The City of Maple Ridge performs an ongoing Closed Circuit Television (CCTV) Inspection and sewer cleaning program. The resulting CCTV data is used to identify and prioritize critical maintenance, replacement and rehabilitation of the existing storm and sanitary sewer systems. In addition, the pre-cleaning works provide essential maintenance required for proper operation of the sewer systems.

RECOMMENDATION(S):

That Contract ITT-OP18-63, 2018 Storm and Sanitary Sewer CCTV Program, be awarded to 1051735 BC Ltd. / DBA C3 Mainline Inspection Services Inc. in the amount of \$227,744, excluding taxes; and

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

The City of Maple Ridge issued a formal Invitation to Tender (ITT) for CCTV pipeline inspection services for the 2018 Storm and Sanitary Sewer CCTV Program. The work consists of the following:

Storm Sewer Pre-Cleaning and CCTV Inspection:

Pre-cleaning and CCTV inspection of approximately 14,100 lineal metres of storm sewers ranging in diameter from 200mm to 1200mm.

Sanitary Sewer CCTV Inspection:

CCTV inspection of approximately 46,600 lineal metres of sanitary sewers ranging in diameter from 150mm to 750mm. Pre-cleaning of sanitary sewers have already been completed by City of Maple Ridge crews and is not included in this contract.

Provisional Work:

In addition, in the event where the above inspections cannot be completed due to excessive build-up of roots or debris, additional cleaning and/or pipe repairs may be required. Contingency for these additional items is included in the tender price bid.

An invitation to tender was posted to BC Bid, with three (3) compliant bids received prior to the August 28, 2018 closing:

	<u>Tender Price</u> <u>(excluding taxes)</u>
1051735 BC Ltd. / DBA C3 Mainline Inspections Inc.	\$227,744.00
A&A Testing Ltd.	\$231,793.75
Mar-Tech Underground Services Ltd.	\$495,235.00

A detailed review of the tenders was completed and the lowest compliant bid was submitted by 1051735 BC Ltd. / DBA C3 Mainline Inspection Services Inc. in the amount of \$227,744, excluding taxes.

1051735 BC Ltd. / DBA C3 Mainline Inspection Services Inc. has completed a number of projects with similar scope as the 2018 Storm and Sanitary Sewer CCTV Program and is qualified to complete the works. Reference checks with other municipalities confirmed that 1051735 BC Ltd. / DBA C3 Mainline Inspection Services Inc. is suitably capable of completing the project successfully.

b) Desired Outcome(s):

The desired outcome of the project is to complete essential sewer maintenance tasks and gather data to assist in the identification of necessary maintenance, replacement and rehabilitation of the existing storm and sanitary sewer systems.

c) Financial Implications:

The funding for this work is approved within the financial plan and is within budget. The project funding sources are as follows:

- GL# 1-99-09510-150 – Video & Spot Repairs Sewer
- GL# 1-99-09510-507 – Sanitary CCTV Program
- GL# 1-99-09520-200 – Video & Spot Repairs Storm Sewer
- GL# 1-99-09520-530 – Drainage CCTV Program

CONCLUSIONS:

The recommended contract award continues the City's commitment to infrastructure maintenance, renewal and replacement. Award of the contract would see the work completed October 2018 to January 2019.

“Original signed by Brent Messam”

Prepared by: Brent Messam, Engineering Technologist - Operations

"Original signed by James Storey"

Approved by: James Storey, Director of Engineering Operations

"Original signed by David Pollock" for

Approved by: Frank Quinn, General Manager of Public Works and Development Services

"Original signed by Paul Gill"

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

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Solid Waste Request for Proposal

MEETING DATE: September 18, 2018
FILE NO: 11-5360-01
MEETING: Council

EXECUTIVE SUMMARY:

In 2017 Council directed that a Request for Proposals (RFP) be issued to establish an annual cost per household for solid waste curbside collection for consideration in a plebiscite based upon a previously determined level of service. The RFP closed on August 31, 2018 with submissions received from four proponents. An evaluation panel comprised of staff from Operations, Finance, Ridge Meadows Recycling Society and Engineering reviewed the proposals and all four are determined to be valid.

The submissions include technical and financial information as well as other data that is confidential in nature that is protected from disclosure (confirmed by legal counsel), so the individual unit costs cannot be released but the range of costs extended from approximately \$175 to \$395 per household per year, with an average cost of \$260. Proposal submissions do not invoke the same contractual obligations as an Invitation to Tender, so neither the City or any of the proponents are obligated to enter into a contract – as such, staff will continue to negotiate with the proponents but any party may withdraw at any time without penalty.

The annual solid waste charge is not limited to the cost of collection and disposal, but also the administration and financial management of the service. A survey of similarly-sized municipalities was undertaken to solicit information on staffing levels and financial resources and the norm was a manager and up to four administrative staff. For Maple Ridge it is recommended that a manager and two administrative staff be allocated for administration of the service. Two municipalities noted an annual number of service calls in excess of 4,000, even with the contractor receiving the initial complaint.

Financial reserves will be established to account for variances in costs throughout the life of the contract, and there will be additional costs for pilot projects and education initiatives. The administrative burden equates to approximately \$20 per household, although this may vary through the life of the contract – organics processing costs may increase, for example as a result of the Harvest Power site closure.

The intent of this report is not to recommend the selection of a proponent but rather to establish a reasonable per household charge for curbside solid waste collection for inclusion in the upcoming plebiscite being held in conjunction with the October 2018 general local election.

Based upon the review of the proposal submissions as well as the expected administration costs it is suggested that the annual household charge be established at \$270 for the default 240 litre container (the rate would vary should a resident choose a smaller or larger container).

For a similar level of service the Township of Langley charges \$290 per household per year while Coquitlam charges \$323 per year (this includes the funding of a non-manned recycling depot), both of which exclude recycling costs. Charges from private contractors in Maple Ridge range from \$285 to \$390 per household, although there are minor variances in service levels.

RECOMMENDATION:

This report is provided for information only. Final approval for the plebiscite question will be addressed at the September 18, 2018 Council meeting.

DISCUSSION:

a) Background Context:

In October 2017 Council carried a motion (R/2017-441) directing that a RFP be issued to assist in the determination of an annual charge per household for solid waste curbside collection and that a plebiscite to establish support for a municipally-administered solid waste collection program take place at the same time as the upcoming general local election in October 2018.

The level of service was previously determined by Council RFP and required proponents to submit prices based upon weekly organic and bi-weekly solid waste collections. The RFP closed on August 31, 2018 with submissions received from four proponents. An evaluation panel comprised of staff from Operations, Finance, Ridge Meadows Recycling Society and Engineering reviewed the proposals and all four are determined to be valid.

The submissions include technical and financial information and other data that is confidential in nature that is protected from disclosure (confirmed by legal counsel) so the individual unit costs cannot be released but the range of costs extended from approximately \$175 to \$395 per household per year, with an average cost of \$260. Proposal submissions do not invoke the same contractual obligations as an Invitation to Tender, so neither the City or any of the proponents are obligated to enter into a contract – as such, staff will continue to negotiate with the proponents but any party may withdraw at any time without penalty.

The annual solid waste charge is not limited to the cost of collection and disposal, but also the administration and financial management of the service. A survey of similarly-sized municipalities was undertaken to solicit information on staffing levels and financial resources and the norm was a manager and up to four administrative staff. For Maple Ridge it is recommended that a manager and two administrative staff be allocated for administration of the service. Two municipalities noted an annual number of service calls in excess of 4,000, even with the contractor receiving the initial complaint.

Financial reserves will be established to account for variances in costs throughout the life of the contract, and there will be additional costs for pilot projects and education initiatives. The administrative burden equates to approximately \$20 per household, although this may vary through the life of the contract – organics processing costs may increase, for example as a result of the Harvest Power site closure.

The intent of this report is not to recommend the selection of a contractor but rather to establish a reasonable per household charge for curbside solid waste collection for inclusion in the upcoming plebiscite being held in conjunction with the October 2018 general local election.

Based upon the review of the proposal submissions as well as the expected administration costs it is suggested that the annual household charge be established at \$270 for the default 240 litre container (the rate would vary should a resident choose a smaller or larger container).

For a similar level of service the Township of Langley charges \$290 per household per year while Coquitlam charges \$323 per year (this includes the funding of a non-manned recycling depot), both of which exclude recycling costs. Charges from private contractors in Maple Ridge range from \$285 to \$390 per household, although there are minor variances in service levels.

b) Desired Outcome:

The issuance of a RFP assists in the determination of costs for the establishment of a municipal solid waste curbside collection program from which an appropriate annual service charge may be established to enable eligible residents to indicate their support for a municipal collection program.

c) Citizen/Customer Implications:

Should the City implement a municipal solid waste collection program it is not expected that those residents receiving the service would experience noticeable changes in their level of service under the current user-pay system but one difference would be the standardization of service across the entire area served. It is possible that residents in areas not served by a municipal collection system may not be able to secure service from a private hauler given the reduced market share for the private contractors, or face additional costs.

d) Interdepartmental Implications:

Should the City proceed with a municipal collection system there will be a need to provide administrative resources either in Engineering or the Operations Departments.

e) Business Plan/Financial Implications:

Should Council determine that a municipal collection system will be implemented it will be necessary to amend the Financial Plan to incorporate funding for the service.

With the current private user-pay system the City currently has no labour resources committed to contract administration and as previously noted additional staff resources will be required. In discussions with staff from other municipalities in the Region, regardless of whether it be in-house or contracted out service it was noted that garbage related issues from residents are one of the highest call volumes received.

f) Policy Implications:

The establishment of a solid waste collection service may require the amendment of existing bylaws and this will be investigated should the service be approved for implementation.

g) Alternatives:

The City may elect to retain the current user-pay private solid waste collection system.

CONCLUSIONS:

The issuance of the Request for Proposal, based upon a defined level of service identifies the cost for the curbside collection of solid waste and the development of an annual charge per household. This then forms the basis for the public process to ascertain the level of public support for the implementation of a municipal collection service.

"Original signed by David Pollock"

Prepared by: **David Pollock, PEng.**
Municipal Engineer

"Original signed by David Pollock" acting for

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

"Original signed by Paul Gill"

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

DP/dp

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Solid Waste Curbside Collection Plebiscite

MEETING DATE: September 18, 2018
FILE NO: LF 2020639
MEETING: Council

EXECUTIVE SUMMARY:

In October 2017 Council directed staff to conduct a plebiscite for the provision of curbside solid waste collection as a municipal service. In June 2018, Council reviewed a draft ballot, noting general agreement with the format and approach, acknowledging it would be brought back for final approval once the per household cost was determined. This report follows up on that direction.

RECOMMENDATIONS:

That the non-binding plebiscite question on Solid Waste Curbside Collection for the October 2018 general local election be a Yes or No response to the following statement:

"I support paying \$270 per year per household for the following service:

- *Kitchen scraps and green waste curbside collection – weekly pickup;*
- *Garbage curbside collection – biweekly (every two weeks) pickup;*
- *One set of totes/cans per household included"; and further*

That the non-binding plebiscite ballot include the supplemental information on the sample ballot attached to the September 18, 2018 report titled "Solid Waste Curbside Collection Plebiscite."

DISCUSSION:

a) Background Context:

Council has deliberated the subject of residential solid waste curbside collection as a municipal service on several occasions in this term as well as previous terms and has received a number of reports on the subject. Staff was directed to establish the costs for implementing this service. A separate Council report dated September 18, 2018 will follow up on that direction.

In October 2017 Council directed staff to conduct a plebiscite for the provision of solid waste curbside collection. In June 2018, Council reviewed a draft ballot, noting general agreement with the format and approach, acknowledging it would be brought back for final approval once the per household cost was determined.

This report seeks final Council approval for the plebiscite question, including annual per-household charge and supplemental information that will form the ballot given to voters in conjunction with the October 2018 general local election.

The results of the plebiscite are non-binding, in that Council will ultimately determine whether to provide the service, regardless of the plebiscite results. Council will receive the results at a public meeting in November 2018.

Council is asked to approve the information shown on the attached sample ballot, including the question, annual per-household charge and supplemental information.

CONCLUSION:

Voters turning out for the general local election in October 2018 will be invited to provide their opinion in a non-binding plebiscite to determine support for solid waste curbside collection. Council direction on the plebiscite question, annual per-household charge and supplemental ballot information is the subject of this report.

"Original signed by Laura Benson"

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

"Original signed by David Pollock"

Prepared by: David Pollock, P.Eng.
Municipal Engineer

"Original signed by David Pollock" for

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

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

Attachment: Solid Waste Plebiscite Sample Ballot

City of Maple Ridge - Plebiscite Ballot

Please indicate whether you agree with the following statement:

I support paying \$270 per year per household for the following service:

- Weekly kitchen scraps and green waste pickup;
- Biweekly (every two weeks) garbage pickup;
- One set of totes/cans per household included.

To Vote: Completely fill in the oval beside your answer to the question above.

☐

YES

☐

NO

Additional information:

- This information is being collected by the City of Maple Ridge, to assist in determining whether the City should provide a municipally-administered curbside pickup service for garbage and green waste.
- All voters are asked to respond. However, if the service is implemented, only houses and townhouses currently receiving City curbside recycling pickup would be eligible.
- The proposed charge is approximate and reflects first-year costs. It may be adjusted annually as required to fund the program and would be on the annual property tax bill.
- The service would not be optional. If the service is implemented, all eligible residences in the service area will be charged regardless of whether the service is used.
- The plebiscite result will be presented at a Council meeting open to the public in November 2018 and is not binding on the current or future Councils.

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Train Whistle Cessation in Maple Ridge

MEETING DATE: September 18, 2018
FILE NO:
MEETING: Regular Council

EXECUTIVE SUMMARY:

In order to reduce the use of train whistling within City limits, staff have worked closely with Transport Canada and CP Rail to determine the works required to bring its existing crossings up to current safety standards. The City's engineering consultant completed safety audits at the grade crossings in early 2017 as part of the whistle cessation process. This audit identified as improvement works, the need to install additional fencing at the Port Haney and Maple Meadows way crossings. These improvement works have been approved by CP Rail and the works themselves are currently in-progress. When the works are completed, the crossings will meet the prescribed requirements of the Grade Crossing Regulations and Standards set forth by Transport Canada.

RECOMMENDATION:

THAT pursuant to Section 23.1 of the Railway Safety Act, Council hereby resolves that the use of train whistles be prohibited at the following public railway crossings in Maple Ridge:

Maple Meadows Way (Milepost 106.2), 113B Avenue (Milepost 105.61), Lorne Avenue (Milepost 105.32), Ditton Street (Milepost 105.21), 224 Street/Port Haney Wharf (Milepost 102.8), River Road/Tamarack Lane (Milepost 101.47), 240 Street (Milepost 99.76), 287 Street (Milepost 93.8) unless:

- a) An emergency exists; or
- b) Rules in force under section 19 or 20 of the Railway Safety Act require whistle use; or a railway safety inspector orders whistle use under section 31 of the Railway Safety Act.

DISCUSSION:

a) Background Context:

In accordance with Section 23.1 of the Railway Safety Act the City of Maple Ridge must pass a resolution to implement train whistle cessation. The eight (8) at-grade crossings considered for train whistle cessation are all part of the Cascade Subdivision (see Map in Attachment A) and identified in the table on the following page:

Table 1: Maple Ridge At-Grade Crossings Considered for Train Whistle Cessation

Crossing	Milepost	Name
1	106.2	Maple Meadows Way
2	105.61	113B Avenue
3	105.32	Lorne Avenue
4	105.21	Ditton Street
5	102.8	224 St./Port Haney Wharf
6	101.47	River Road/Tamarack Lane
7	99.76	240 Street
8	93.8	287 Street

The prescribed 8-Step Transport Canada procedure that staff have been following to facilitate the elimination of train whistles is outlined as follows:

- Step 1: Interest for whistling cessation is expressed.
- Step 2: Municipality consults with the railway company.
- Step 3: Municipality issues notifications and public notice.
- Step 4: Municipality and railway assess the crossing(s) against the prescribed requirements in the Grade Crossings Regulations and Standards.
- Step 5: Municipality and railway agree that the crossing(s) meets the prescribed requirements of the Grade Crossings Regulations and Standards.
- Step 6: Municipality passes a resolution declaring that it agrees that whistles should not be used in that area, thereby prohibiting train whistling.
- Step 7: The railway company notifies Transport Canada and informs the municipality within 30 days that it has arranged to have whistling ceased at the crossing(s).
- Step 8: Municipality and railway share the responsibility for monitoring and maintaining the conditions that support the cessation of train whistling at the crossing(s).

The City is currently at Step 6 of this process.

In early 2018, the City notified each “relevant association or organization” of Council’s intent to adopt a motion to discontinue the use of the whistle. These organizations are formally identified by the Federal Minister of Transportation and are listed in Attachment A to this report. In addition to notification letters the Federal Minister of Transportation also requires the City to issue a public notice of its intent to adopt a motion to discontinue the use of whistles. The Notice of Intent was posted in the Maple Ridge News on September 12, 2018 and more detailed information including maps has also been posted on the City’s website.

To-date, the City has not received any objections from the relevant associations or organizations and comments from the public have been decidedly mixed. Once Council passes a resolution declaring that it agrees that whistles should not be used at the City’s eight crossings Front Street crossings, staff will forward a copy of the resolution to the railway companies and all relevant organizations.

Upon receipt of the resolution, the railway company (CP Rail) issues special instructions under the Canadian Rail Operating Rules and notifies Transport Canada within 30 days that it has arranged to have whistling ceased at the crossings.

b) Interdepartmental Implications:

Ongoing responsibility for monitoring and maintaining the conditions that support the cessation of train whistling at the crossings as well as managing the relationships with Transport Canada, CP Rail and other relevant organizations will comprise the collective efforts of the City's Engineering, Operations and Property Management departments.

c) Business Plan/Financial Implications:

The fencing installations at Port Haney and Maple Meadows Way are currently budgeted at \$40,000, with an expectation that there will be incremental safety costs associated with flagging operations during the actual installation. In addition, the expectation is that there will also be some annual maintenance and insurance costs to support both the fencing installation and any/all insurance requirements. These costs are continuing to be determined in conjunction with CP Rail, but are not anticipated to be anything beyond nominal.

CONCLUSION:

Upon the passing of this resolution the City can move forward in prohibiting the use of train whistles at the eight, public Maple Ridge railway crossings which will reduce the noise impacts on existing and future residents in the community.

"Original signed by Darrell Denton"

Prepared by: **Darrell Denton**
Property Manager

"Original signed by David Pollock"

Approved by: **David Pollock**
Municipal Engineer

"Original signed by Lino Siracusa"

Approved by: **Lino Siracusa**
Director of Economic Development and Civic Properties

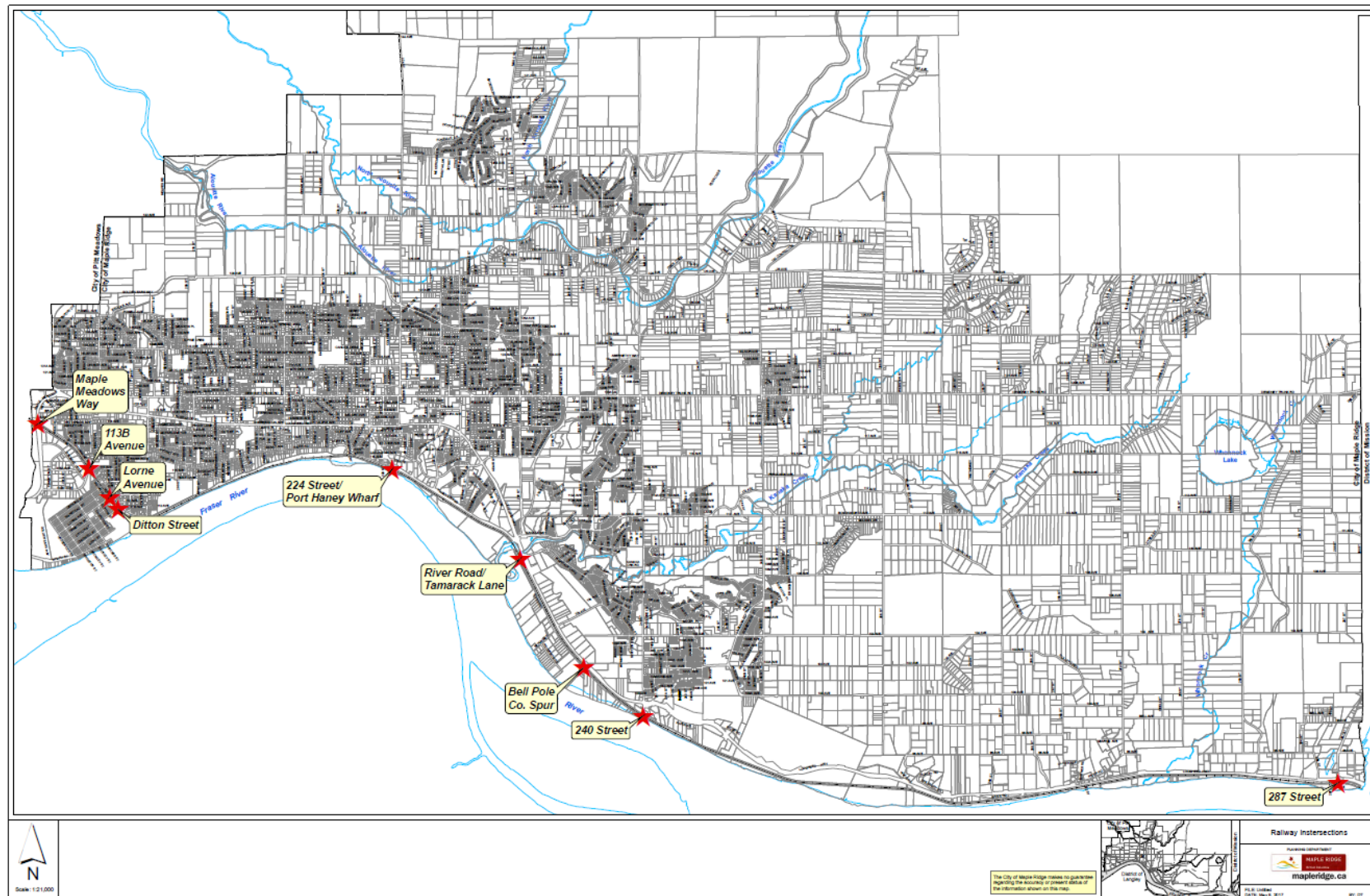
"Original signed by Paul Gill"

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

Appendix A: *Map Identifying Public Train Whistle Crossings in Maple Ridge*

Appendix B: *List of Relevant Organizations*

Appendix A: Map Identifying Public Train Whistle Crossings in Maple Ridge



Appendix B: List of Relevant Organizations

Amalgamated Transit Union, Local 279 Mr. Craig Watson President 2212 Gladwin Crescent Unit C9 Ottawa, Ontario K1B 5N1 Telephone: 613-738-3177 ext. 227	Brotherhood of Locomotive Engineers and Trainmen (BLET) Mr. J.L. Dayton General Chairman P.O. Box 609 Pocatello, ID 83204
Canadian Chemical Producers Association Mr. Gilles Laurin 350 Sparks St., Suite 850 Ottawa, Ontario K1R 7S8 Telephone: 613-237-6215	Canadian Fertilizer Institute Mr. Clyde Graham President 350 Sparks Street, Suite 907 Ottawa, Ontario K1R 7S8 (613) 786-3030 (613) 230-5140
General Electric Railcar Services Corporation Mr. Glenn Tomalty Sr. Account Manager 530 8th Avenue SW, Suite 2100 Calgary, Alberta T2P 3S8 Telephone: 403-531-2882 Fax: 403-531-2854	PLM Railcar Management Services (Canada) Ltd. 1070-700 4 Ave SW Calgary, Alberta T2P 3J4 1-403-265-5705
PROCOR Limited Mr. John McKechnie Director, Engineering & Regulatory Affairs 2001 Speer Road Oakville, Ontario L6J 5E1 Telephone: 905-827-4111 Ext. 201 Fax: 905-847-2611	Propane Gas Association of Canada Inc. Mr. Steven Sparling President 1100, 744 Avenue SW Calgary, Alberta T2P 0Z3 Telephone: 403-543-6500 Fax: 403-543-6508
Teamsters Canada Rail Conference - Rail Canada Traffic Controllers Ms. Shelly Brownlee General Chairperson P.O. Box 3162 Stony Plain, Alberta T7Z 1Y4 Telephone: 780-963-3397 Fax: 866-750-0939	Teamsters Canada Rail Conference Mr. Douglas Finnson President 130 Albert Street, Suite 1710 Ottawa, Ontario K1P 5G4 Telephone 613-235-1828 Fax: 613-235-1069
Teamsters Canada Rail Conference - Maintenance of Way Employees Division (TCRC-MWED) Mr. Louis G. Wilson President 2775 Lancaster Road, Suite 1 Ottawa, Ontario K1B 4V8 Telephone: 613-733-4456	United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union Mr. Ken Neumann National Director 234 Eglinton Avenue East 8th Floor Toronto, Ontario M4P 1K7 Telephone: 416-487-1571
UNIFOR Mr. Brian Stevens National Representative 205 Placer Court Willowdale (Toronto), Ontario M2H 3H9 Telephone: 416- 495-3795	GATX Rail Canada Mr. Graham Cooper Vice President Operations 1801 McGill College Avenue Suite 1475 Montreal, Quebec H3A 2N4 Telephone: 514-315-1869
International Association of Machinists and Aerospace Workers Mr. Dave Ritchie General Vice-President 15 Gervais Drive, Suite 707	Signal and Communication Council of the International Brotherhood of Electrical Workers Mr. Luc Couture International Representative 486 Lafleche Road

North York, Ontario M3C 1Y8 Telephone: 416-386-1789	Hawkesbury, Ontario K6A 1M9 Telephone: 514-918-9368
Teamsters Canada Mr. Ken Deptuck National Advisor 2775 Lancaster Road, Suite 1 Ottawa, Ontario K1B 4V8 Telephone: 613-733-4456	Teamsters Canada Rail Conference Mr. Don Ashley National Legislative Director 130 Albert Street, Suite 1710 Ottawa, Ontario K1P 5G4 Telephone: 613-235-1828
Travailleurs Unis Transport (1843) M. Roby Vaillancourt Director General 355 Joliet Street P.O. Box 1017 Sept-Iles Quebec G4R 4S3 Telephone: 418-968-1880	Transportation Communications International Union System Board Mr. Sardelletti, President 3 Research Place Rockville, Maryland 20850 Telephone: 301-840-8708
United Transportation Union (UTU) Mr. R.M. Draskovich General Chairman 5990 SW 28th Street, Suite F Topeka, KS 66614-4181	Teamsters Canada Rail Conference Ms. Line Robillard Executive Assistant 130 Albert Street, Suite 1710 Ottawa, Ontario K1P 5G4 Telephone: 613-235-1828

TO: Her Worship Mayor Nicole Read
And Members of Council
FROM: Chief Administrative Officer
SUBJECT: Pitt Meadows Airport Society – Permanent Board of Directors

MEETING DATE: September 18, 2018
FILE NO: 2021205
MEETING: Council

EXECUTIVE SUMMARY:

Last year, City Councils from Pitt Meadows and Maple Ridge each appointed three Councillors to serve on a temporary Board of Directors for the Pitt Meadows Airport Society. The temporary Board has made significant progress towards addressing the governance and vision of the Pitt Meadows Regional Airport. A letter dated September 10, 2018 from Guy Miller, Pitt Meadows Airport Manager, addressed to the Chief Administrative Officer of Maple Ridge (Appendix 1), requests that the society members move towards compliance with the Pitt Meadows Airport Society Bylaws (Appendix 2), and replace their temporary directors with new directors. This report recommends moving forward on a public process to select the City's four directors for the Pitt Meadows Airport Society Board of Directors.

RECOMMENDATION(S):

That applications be sought for four (4) members for the Pitt Meadows Airport Society Board of Directors, based on the process outlined in this report.

DISCUSSION:

The Pitt Meadows Airport Society Bylaws permit each City member to appoint four "member" directors independently of the other member, and allows the eight directors appointed by the Cities to appoint up to three "expert directors," as subject matter experts. For simplicity, we will refer to this board composition as a 4+4+3 board. While the temporary board includes City Councillors, it was not originally envisioned that elected officials would serve as directors to the Pitt Meadows Airport Society board, rather it be made up from citizens selected from the public to include people with the necessary skills to govern the Pitt Meadows Regional Airport. The member directors can be whomever Council chooses. Directors are generally appointed for a three year term, though the Bylaws make provision for a first board to have staggered terms for directors of two and three years.

For the purpose of consistency with committees established by Council and transparency, staff recommend advertising through local print media and communicate through the City's website that applications are being sought for four (4) director positions on the Pitt Meadow Airport Society Board. Two directors will serve for a two year term and two directors for a three year term.

Council may also wish to consider appointment of staff to the Board. The Airport Manager favours a smaller board (4+4) including one or two staff members from each City. The Airport Manager will work with staff to create qualification criteria for the directors. Staff will also coordinate with the City of Pitt Meadows to ensure continuity and alignment moving forward with a new board.

Once applications have been received and reviewed, staff will prepare a report to Council to recommend potential directors which Council can consider for appointment. Council can then remove the temporary directors and appoint four new member directors for Maple Ridge.

CONCLUSION:

The temporary Board of Directors has made significant progress towards addressing the governance and vision of the Pitt Meadows Regional Airport. The airport manager has requested that the members of the Pitt Meadows Airport Society move towards compliance with the Society's Bylaws and appoint permanent directors. The City can facilitate this proactively by engaging the public's interest in serving on the board. Council can subsequently remove the temporary directors and appoint new directors to the board.

"Original signed by Lino Siracusa"

Prepared by: Lino Siracusa
Director Economic Development and Civic Property

"Original signed by Paul Gill"

Concurrence: Paul Gill
Chief Administrative Officer

Appendix 1 2018-09-10 Letter to Paul Gill from the Manager of the Pitt Meadows Regional Airport

Appendix 2 2016-12-12 Pitt Meadows Airport Society Act Constitution



September 10, 2018

City of Maple Ridge
Chief Administrative Officer

Attention Paul Gill:

With municipal elections forthcoming, the probability of change in composition of both governing councils for the City of Maple Ridge and the City of Pitt Meadows is likely. In keeping with existing Pitt Meadows Airport Society constitution and policy, the PMAS Board of Directors has recommended that the established founding members commence the process of seeking and appointing suitable permanent replacements for current sitting directors of the Pitt Meadows Airport Society board.

Respectfully,
Guy Miller

A handwritten signature in blue ink, appearing to read 'Guy Miller'.

General Manager
Pitt Meadows Regional Airport

FORM 3

SOCIETIES ACT

CONSTITUTION

1. The name of the Society is **PITT MEADOWS AIRPORT SOCIETY**.
2. The purposes of the Society are:
 - (a) To develop, maintain and operate the Pitt Meadows Regional Airport as a public international airport, including facilities for passengers, for flight instruction, and for aircraft accommodation, rigging, maintenance and overhaul.
 - (b) To provide an efficient and well-maintained airport facility and service for the residents of and visitors to the City of Pitt Meadows and the City of Maple Ridge and surrounding areas.
 - (c) To acquire, hold, lease, manage, rent or sell any real property or personal property for the furtherance of the Society's purposes.
 - (d) To promote aviation and aeronautics.
 - (e) To promote or oppose legislation or legislative change affecting aviation, aeronautics, the aircraft industry and all its branches.
 - (f) To solicit, receive, acquire and hold donations, gifts and legacies for the purposes of the Society and to collect and receive rents, profits and other revenues, grants, appropriations and subsidies for the purposes of the Society and to enjoy all of the benefits of ownership thereof.
 - (g) To market, promote, co-ordinate and manage all services and facilities described in the Society's purposes.
 - (h) To seek funding and financial assistance from the Government of Canada, Province of British Columbia, federal and provincial crown corporations and agencies, municipal governments, regional districts and other local authorities in furtherance of the purposes of the Society.
 - (i) To manage and co-ordinate the development of short, medium and long term plans to develop and improve the land in the City of Pitt Meadows as a public airport.
 - (j) To actively promote the Pitt Meadows Regional Airport to private and commercial aircraft operators.
 - (k) To do all other things as are incidental or conducive to the attainment of the purposes of the Society

BYLAWS

PART 1 – INTERPRETATION

- 1.1 In these Bylaws, unless the context otherwise requires,
- (a) “Act” means the *Societies Act* of British Columbia as amended from time to time
 - (b) “Airport” means the Pitt Meadows Regional Airport;
 - (c) “Airport Master Plan” has the meaning assigned in Bylaw 15.1;
 - (d) “Board” means the Board of Directors of the Society;
 - (e) “Bylaws” means these Bylaws as amended from time to time;
 - (f) “Committee” has the meaning assigned in Bylaw 7.9
 - (g) “Directors” means the Directors of the Society for the time being, and includes both Member Directors and Community Directors, and “Director” means any one of them;
 - (h) “Expert Directors” has the meaning assigned in Bylaw 6.8 and “Expert Director” means any one of them;
 - (i) “General Manager” has the meaning assigned in Bylaw 9.1
 - (j) “Member” means every person who becomes and remains a Member in accordance with the Bylaws;
 - (k) “Member Directors” has the meaning assigned in Bylaw 6.7 and “Member Director” means any one of them
 - (l) “Member Representative” has the meaning assigned in Bylaw 3.7
 - (m) “registered address” of a Member means that Member’s address as recorded in the register of Members;
 - (n) “Society” means the Pitt Meadows Airport Society; and
 - (o) “*Societies Act*” means the *Societies Act*, SBC, 2015 c. 18.
- 1.2 The definitions in the Act apply to these Bylaws.
- 1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

- 1.4 Unless otherwise expressly provided, words importing the singular include the plural and vice versa and words importing a male person include a female person and a corporation.
- 1.5 Unless otherwise expressly provided, a reference in these Bylaws to a statute is a reference to that statute as from time to time in force, re-enacted or replaced.

PART 2 – FUNDAMENTAL MATTERS

- 2.1 The Society shall be carried on without purposes of gain for its Members or Directors and any profits or other accretion to the Society shall be used in furtherance of its purposes. No Member of the Society or Director shall be paid any remuneration for services rendered to the Society but may be paid reasonable expenses in acting as a Member or Director. This clause was previously unalterable.
- 2.2 Upon winding-up or dissolution of the Society, the assets remaining after the payment of all costs, charges and expenses properly incurred in the wind-up including the remuneration of a liquidator, and after payment to employees of the Society of any arrears of salaries or wages, and after the payment of any other debts of the Society, shall be distributed equally between the City of Pitt Meadows and the City of Maple Ridge. This clause was previously unalterable.

PART 3 - MEMBERSHIP

- 3.1 Membership in the Society shall be limited to:
- (a) the City of Pitt Meadows; and
 - (b) the City of Maple Ridge;
- 3.2 The Society shall not, at any time, have more than two (2) Members.
- 3.3 Every Member shall uphold the constitution and comply with these Bylaws.
- 3.4 There shall be no annual membership dues.
- 3.5 A Member shall cease to be a Member of the Society
- (a) by delivering its resignation in writing to the Secretary-Treasurer of the Society or by mailing or delivering it to the address of the Society; or
 - (b) on dissolution.
- 3.6 All Members are in good standing except those who have ceased to be a Member as provided in Bylaw 3.5 and every Member shall be entitled to vote at all meetings of the Society.
- 3.7 For the purposes of a meeting of the Members, each Member shall be represented by one (1) individual who shall be the Member's Mayor or another individual representing that Member who is chosen by that Member and who is a Councillor of that Member (the "Member Representative") and the individual Member Representative may not be one of the Member Directors.

- 3.8 A Member Representative is entitled to speak and vote, and in all other respects exercise the rights of a Member, and that Member Representative shall be reckoned as a Member for all purposes with respect to a meeting of the Society.

PART 4 – MEETINGS OF MEMBERS

- 4.1 Meetings of the Members of the Society, including the annual general meeting, shall be held at the time and place, in accordance with the *Societies Act*, that the Board determines.
- 4.2 Every meeting of the Members, including an annual general meeting, is a general meeting.
- 4.3 The Board may, when it thinks fit, convene a general meeting.
- 4.4 A Member may request that the Board call a general meeting at any time and when so requested the Board will call a meeting within 14 days.
- 4.5 Notice of a general meeting or an annual general meeting must be sent to the Members no less than 7 days in advance of the date of the meeting.
- 4.6 A notice of a general meeting or an annual general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a Member receiving the notice to form a reasoned judgment concerning that business.
- 4.7 An annual general meeting must be held once every calendar year.
- 4.8 An annual general meeting is deemed to have been held if:
- (a) the matters that must, under the *Societies Act* or the Bylaws, be dealt with at that meeting, including the presentation of the financial statements and auditor's report, if any, to the Members are dealt with in a resolution; and
 - (b) all of the Members consent in writing to the resolution on or before the date by which the annual general meeting must be held.

PART 5 – PROCEEDINGS AT GENERAL MEETINGS

- 5.1 At a general meeting the following business is ordinary business:
- (a) calling the meeting to order
 - (b) the adoption of rules of order;
 - (c) the election of a chairperson pursuant to Bylaw 5.4;
 - (d) approving the minutes of the last general meeting;
 - (e) the consideration of the financial statements;

- (f) the report of the Directors, if any;
 - (g) the report of the auditor, if any;
 - (h) the appointment of Directors;
 - (i) the appointment of the auditor, if required; and
 - (j) the other business that, under these Bylaws, ought to be transacted at a general meeting, or business which is brought under consideration by the report of the Directors issued with the notice convening the meeting.
- 5.2 (a) No business, other than the election of a chairperson and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- (b) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- (c) A quorum is two (2) Member Representatives present.
- 5.3 If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of Members, shall be terminated. In any other case it shall stand adjourned to the same day in the next week, at the same time and place.
- 5.4 The President, the Vice President or, in the absence of both, one of the other Directors present shall preside as chairperson of a general meeting.
- 5.5 If at a general meeting
- (a) there is no President, Vice president or other Director present within 15 minutes after the time appointed for holding the meeting; or
 - (b) the President and all the other Directors present are unwilling to act as chairperson, the Member Representatives present shall choose one of the Member Representatives to be chairperson.
- 5.6 A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 5.7 When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- 5.8 Except as provided in these Bylaws, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
- 5.9 No resolution proposed at a meeting need be seconded and the chairperson of a meeting may move or propose a resolution.

- 5.10 In case of an equality of votes the chairperson shall not have a casting or second vote in addition to the vote, if any, to which he or she may be entitled as a Member Representative and the proposed resolution shall not pass.
- 5.11 A Member in good standing, present at a meeting of Members is entitled to one vote.
- 5.12 Voting is by show of hands or by ballot, as directed by the chairperson of the meeting.
- 5.13 Voting by proxy is not permitted.
- 5.14 The chairperson of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.
- 5.15 A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.
- 5.16 The Members may, by resolution, adopt rules of order but if no such rules of order are adopted, the proceedings of the Members shall be governed by Robert's Rules of Order Newly Revised or, if the procedure adopted by resolution does not cover any point of order, such point of order shall be determined according to Roberts Rules of Order Newly Revised.

PART 6 – DIRECTORS

- 6.1 The Board may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, including the full management and control of the assets, liabilities, revenues and expenditures of the Airport and the ability to make rules and regulations governing its operations, but subject, nevertheless, to
 - (a) all laws affecting the Society;
 - (b) these Bylaws;
 - (c) the Airport Master Plan;
 - (d) policies established by the Members; and
 - (e) rules, not being inconsistent with these Bylaws, which are made from time to time by the Society in a general meeting.
- 6.2 No rule made by the Society in a general meeting invalidates a prior act of the Board that would have been valid if that rule had not been made.
- 6.3 The Board shall be composed of not less than eight (8) and not more than eleven (11) Directors.
- 6.4 Except as otherwise provided in these Bylaws, each person appointed as a Director shall become a Director effective on January 1 of the following year.

- 6.5 All Directors must be qualified under the *Societies Act* to be Directors.
- 6.6 A Director who ceases to be qualified to be a Director must immediately resign from the Board.
- 6.7 Each of the Members described in Bylaw 3.1 will appoint four (4) Directors to the Board, (the “Member Directors”) subject to the requirements in Bylaw 6.5
- 6.8 The Directors shall appoint up to three (3) additional Directors having such skills or representing such constituency as the Directors feel to be in the best interests of the Society (the “Expert Directors”), subject to the requirements in Bylaw 6.5. Without limiting the generality of the foregoing, the Directors may appoint as Expert Directors persons with expertise in one or more of the following:
- (a) airport operations;
 - (b) the aeronautics industry;
 - (c) real estate development;
 - (d) property management;
 - (e) finance;
 - (f) accounting;
 - (g) economic development;
 - (h) planning;
 - (i) marketing; and
 - (j) communications and public engagement.
- 6.9 On the coming into force of these Bylaws, the Members will each appoint Member Directors to the following terms:
- (a) the term of 2 of the Member Directors appointed by each of the Members will expire December 31, 2018;
 - (b) the term of 2 of the Member Directors appointed by each of the Members will expire December 31, 2019.
- 6.10 The Member Directors appointed under Bylaw 6.9 will, within 90 days of their appointment, appoint the first Expert Directors in accordance with Bylaw 6.8. One Expert Director will be appointed to a term that expires December 31, 2018, and two Expert Directors will be appointed to terms that expire December 31, 2019.
- 6.11 Subsequent to the appointments in Bylaws 6.9 and 6.10, each Director appointed shall serve for a term of three (3) years.

- 6.12 A Member Director may be removed by the Member who appointed him or her before the expiration of his or her term of office and a new Member Director may be appointed by the Member to complete the term of the removed Member Director.
- 6.13 An Expert Director appointed under Bylaw 6.8 may be removed before the expiration of his or her term of office by a special resolution of the Members or a resolution of the Board and a new Expert Director may be appointed by the Board to complete the remainder of the term of the removed Expert Director.
- 6.14 Directors may serve a maximum of two consecutive terms as either a Member Director, an Expert Director or a combination thereof.
- 6.15 Terms of Directors are deemed to be consecutive if there is a break of less than twelve (12) months between terms.
- 6.16 The Directors are each entitled to participate in and vote at a meeting of Directors or a Committee.
- 6.17 No act or proceeding of the Board is invalid only by reason of there being less than the prescribed number of Directors in office.

PART 7 – PROCEEDINGS OF DIRECTORS

- 7.1 The Board may meet together at the places it thinks fit to dispatch business, and may adjourn and otherwise regulate their meetings and proceedings as it sees fit.
- 7.2 A meeting of the Board may be held by telephone or other communications facilities that permit all participants in the meeting to hear each other, and a Director who participates in the meeting by those means shall be counted as present at the meeting.
- 7.3 The quorum for a meeting of the Board shall be the majority of Directors holding office at the time of the meeting.
- 7.4 The President shall be chairperson of all meetings of the Board, but if at a meeting the President is not present within 30 minutes after the time appointed for holding the meeting, the Vice President shall act as chairperson. If neither the President nor the Vice President are present, the Directors present may choose one of their numbers to be chairperson at that meeting.
- 7.5 All meetings of the Board shall be open to the public except that
- (a) the chairperson may exclude from a meeting those that the chairperson considers to be improperly conducting themselves;
 - (b) the Board may exclude from the meeting, all persons other than the Directors, Members and officers of the Society, if the Directors adopt a resolution that states that in the opinion of the Board, the Society's interest requires the exclusion;
 - (c) A resolution adopted under (b) requires an affirmative vote of a majority of the Directors present at the meeting if the resolution involves any of the following matters:
 - i personnel matters about an identifiable individual;

- ii a financial, commercial or economic transaction of the Society, including a proposed or pending acquisition or disposition of land for the Society's purposes;
 - iii litigation matters and the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (d) a resolution adopted under (b) requires an affirmative vote of at least two-thirds (2/3) of the Directors present at the meeting if the resolution involves a matter that is not set out in (c); and
 - (e) a Director who cannot or does not intend to keep confidential the nature and details of the matters for which a resolution is passed under (b) through (d) is expected to defer to the decision of the majority of the Board, until the Board resolves to reveal the details or the subject matter or discusses it at a public meeting, by immediately leaving the meeting or that part of it during which those matters are under consideration.
- 7.6 Any two Directors may call a meeting of the Board at any time.
- 7.7 At least 2 days' notice of a Board meeting must be given unless all the Directors agree to a shorter notice period.
- 7.8 The accidental omission to give notice of a Board meeting to a Director, or the non-receipt of a notice by a Director, does not invalidate proceedings at the meeting.
- 7.9 The Board may delegate any, but not all, of its powers to a committee consisting of one (1) or more Directors as it thinks fit (a "Committee").
- 7.10 A Committee shall, in the exercise of the powers delegated to it, conform to any rules imposed on it by the Board, and shall report every act or thing done in exercise of those powers to the earliest meeting of the Board to be held next after it has been done.
- 7.11 A Committee shall elect a chairperson of its meetings, but if no chairperson is elected, or if at a meeting the chairperson is not present within 30 minutes after the time appointed for holding the meeting, the Directors present who are members of the Committee shall choose one of their number to be chairperson of the meeting.
- 7.12 The members of a Committee may meet and adjourn as they think proper.
- 7.13 For a first meeting of the Board held immediately following the appointment of a Director or Directors at an annual or other general meeting of Members, it is not necessary to give notice of the meeting to the newly appointed Director or Directors for the meeting to be constituted, if a quorum of the Board is present.
- 7.14 Questions arising at a meeting of the Board or a Committee shall be decided by a majority of votes.
- 7.15 In case of an equality of votes on a question arising at a meeting of the Board or a Committee the chairperson does not have a second or casting vote and the motion is defeated.
- 7.16 No resolution proposed at a meeting of the Board or a Committee need be seconded and the chairperson of a meeting may move or propose a resolution.

- 7.17 A resolution in writing, signed by all the Directors and placed with the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.
- 7.18 No Director or employee of the Society shall have any direct or indirect financial interest in any purchase order or contract entered into or issued on behalf of the Society unless such Director or employee absents himself from all meetings where the order or contract is approved or discussed or any vote is taken in any matter affecting such an interest in an order or contract. The provisions of this Bylaw shall not apply to the reimbursement of a Director in respect of expenses incurred with the Board's approval in carrying out the business of the Society.
- 7.19 No Director or employee will use any information obtained in connection with his or her position with the Society for personal benefit or for the benefit of any other person unless such information has been disclosed to the public or has been made available to the public. Without limiting the generality of the foregoing, a Director who has knowledge of a proposed action or decision by the Society shall not purchase or sell assets or shares or advise any other party to purchase or sell assets or shares the value of which could be expected to be materially affected by the proposed action or decision until such time as the proposed action or decision has been announced or has been made available to the public.
- 7.20 A Director, former Director, employee or former employee must, unless otherwise authorized by the Board,
- (a) keep in confidence any record held in confidence by the Board until the record is released to the Members;
 - (b) keep in confidence information considered in any part of a Board meeting that is discussed in a closed meeting unless or until the information is released to the Members.
- 7.21 The Board or a Committee may, by resolution, adopt rules of order but if no such rules of order are adopted, the proceedings of the Board or Committee shall be governed by Robert's Rules of Order Newly Revised or, if the procedure adopted by resolution does not cover any point of order, such point of order shall be determined according to Robert's Rules of Order Newly Revised.

PART 8 – DUTIES OF OFFICERS

- 8.1 The Society shall have four (4) officers, who shall be the President, Vice President, Secretary, and Treasurer.
- 8.2 The Board shall elect from among their number a President, a Vice President, a Secretary and a Treasurer, each of whom shall hold office for one year and shall retire from office at each annual general meeting, when their successors shall be elected. A Director, other than the Director elected President, may hold more than one (1) officer position.
- 8.3 The President shall preside at all meetings of the Members and of the Directors.
- 8.4 The President is the chief executive officer of the Society and shall supervise the other officers in the execution of their duties.
- 8.5 The Vice President shall carry out the duties of the President during the absence of the President.

8.6 The Secretary shall

- (a) conduct the correspondence of the Society;
- (b) issue notices of meetings of the Society and the Board;
- (c) keep minutes of all meetings of the Society and the Board;
- (d) have custody of all records and documents of the Society;
- (e) have custody of the common seal of the Society; and
- (f) maintain the register of Members.

8.7 The Treasurer shall

- (a) receive and bank monies collected from the Members or other sources;
- (b) keep accounting records in respect of the Society's financial transactions;
- (c) prepare the Society's financial statements; and
- (d) make the Society's filings with respect to taxes.

8.8 In the absence of the Secretary from a meeting, the Directors shall appoint another person to act as Secretary at the meeting.

8.9 The Members may by special resolution remove a Director as the President, Vice President, Secretary or Treasurer before the expiration of his or her term of office, and the Board may elect a successor to complete the term of office.

8.10 Neither the President, the Vice President, the Secretary, nor the Treasurer shall be remunerated for being or acting as an officer, but shall be reimbursed for all expenses necessarily and reasonably incurred by him or her while engaged in the affairs of the Society.

PART 9 – EMPLOYEES

9.1 The Board shall appoint a person as Chief Administrative Officer, also known as the "General Manager" to manage the operation of the Airport in accordance with the policies established by the Board (the "General Manager").

9.2 The General Manager is responsible for:

- (a) Ensuring that all provisions of the *Aeronautics Act* and the Airports Operating Manual are adhered to and are effectively administered to provide for safe and secure airport operations;
- (b) Ensuring that all provincial and municipal laws, regulations and bylaws, including but not limited to

those relating to land use, building permits and business licensing, are effectively administered and adhered to;

- (c) Managing all property through leasing, licensing or other arrangements as authorized by the Board;
 - (d) Administering all contracts for capital projects other works and services as authorized by the Board;
 - (e) Ensuring a high level of transparency and communication with the community, including engaging in public consultations relating to projects, in keeping with the practices of the Cities of Pitt Meadows and Maple Ridge;
 - (f) Performing such further and other duties as the Board may direct.
- 9.3 The Board may appoint such agents and engage such employees as it may deem necessary from time to time and said persons will have such authority and will perform such duties as will be prescribed by the Board at the time of the appointment.
- 9.4 The General Manager must not be a Director.

PART 10 - SEAL

- 10.1 The Board may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.
- 10.2 The common seal shall be affixed only when authorized by a resolution of the Board and then only in the presence of the persons prescribed in the resolution, or if no persons are prescribed, in the presence of the President and Secretary-Treasurer or President and Vice President.
- 10.3 All instruments, agreements, contracts or other documents which are not executed by affixing the common seal of the Society may be executed by
- (a) such persons as may be prescribed from time to time by resolution of the Board;
 - (b) the President and the Secretary-Treasurer;
 - (c) the Vice President and the Secretary-Treasurer; or
 - (d) the President and the Vice President.

PART 11 - BORROWING

- 11.1. In order to carry out the purposes of the Society the Board may, on behalf of and in the name of the Society, borrow or raise and secure the payment or repayment of, money in the manner they decide, and, in particular but without limiting the foregoing, by the issue of debentures.
- 11.2. No debenture shall be issued without first obtaining the consent of the Members by special resolution.
- 11.3. The Members may by special resolution restrict the borrowing powers of the Board, but a restriction

imposed expires at the next annual general meeting.

PART 12 - AUDITOR

- 12.1. The Society shall engage an auditor qualified to act under both the *Societies Act* and the *Community Charter* who shall be a person who is a member or partnership whose partners are members in good standing of the Chartered Professional Accountants, Canada or the Chartered Professional Accountants, British Columbia, or a person certified by the Auditor Certification Board established under the *Business Corporations Act* (British Columbia).
- 12.2. The auditor shall be appointed by the Board, who shall also fill all vacancies occurring in the office of the auditor.
- 12.3. An auditor may be removed and a new auditor appointed by the Board.
- 12.4. An auditor shall be promptly informed in writing of appointment or removal.
- 12.5. No Director and no employee of the Society shall be auditor.
- 12.6. The auditor may attend general meetings.
- 12.7. The fiscal year end of the Society shall be December 31 in each year.

PART 13 – NOTICES TO MEMBERS

- 13.1 A notice may be given to a Member or Director, either personally or by pre-paid mail to him or her at his or her registered address.
- 13.2 A notice sent by mail shall be deemed to have been given on the third day following that on which the notice is posted, and in proving that notice has been given it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
- 13.3 Notice of a general meeting shall be given to
 - (a) every Member shown on the register of Members on the day notice is given; and
 - (b) the auditor.
- 13.4 No person, other than those referred to in Bylaw 13.3 is entitled to receive a notice of general meeting.
- 13.5 Nothing in these Bylaws shall preclude or prohibit notice being given to a Member, Director or auditor by alternative means, including email, but any notice given by such alternative means shall only be deemed effective if express acknowledgement of receipt is given by the recipient.

PART 14 – DEALINGS IN LAND

- 14.1 The fee-simple interest in any land held by the Society must not be sold, transferred or otherwise disposed of without first obtaining the consent of the Members by special resolution

PART 15 – PLANNING AND REPORTING

- 15.1 The Board shall develop a master plan for the operation, management and development of the Airport (the “Airport Master Plan”) and shall present the Airport Master Plan to the Members for approval.
- 15.2 Once the Airport Master Plan has been approved by the Members, all Directors, Officers and employees of the Society must act in accordance with the Airport Master Plan.
- 15.3 The Board shall revise and update the Airport Master Plan periodically as it deems appropriate, or as otherwise directed by the Members, but no revision or update of the Airport Master Plan shall be effective until it has been approved by the Members.
- 15.4 The Board shall, not less than two (2) times per calendar year, or as otherwise directed by the Members, provide a formal report to the Members concerning the operation and management of the Airport.

PART 16 – BYLAWS

- 16.1 On being admitted to membership, each Member is entitled to and the Society shall provide, without charge, a copy of the Constitution and Bylaws of the Society.