

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 17, 2017
FILE NO: 2017-242-RZ
ATTN: Workshop
SUBJECT: Home Occupation Engagement Summary Report and Maple Ridge Zone Amending Bylaw No. 7394-2017

EXECUTIVE SUMMARY:

Council directed that the home occupation regulations be reviewed as an outcome of the Commercial Industrial Strategy. The intent of the review was to look at ways to update, modernize and improve regulations to better facilitate our existing 1445 licenced home based businesses and provide greater opportunities for enabling home based businesses in the City while balancing the needs of the neighbourhoods in which these businesses exist.

In July 2017, Council received a draft set of possible new zoning regulations for home based businesses. The proposed home based business program creates a two-pronged set of regulations: one for multifamily and one family and two family residential zoned lots less than 1,200m² (0.3 ac) and another for one family and two family residential zoned lots greater than 1,200m² (0.3 ac). A number of new directions have been proposed which include expanding: the permitted floor area of a home based business, relative to lot size; the number of employees allowed in a home based business; the number of daily visits that can be accommodated by a home based business; and the types of activities permitted as a home based business.

The review also acknowledged that there may be situations where a home based business use may warrant a level of expansion not anticipated by the above described types of home based businesses. This report recommends that the City explore the creation of a new zone to allow for larger accessory home based business uses on residential zoned lots that are greater than one acre in size. As this would require a text amendment process, this ensures that each home based business would be evaluated on a case by case basis and be able to take into account any possible site-specific considerations.

In September 2017, community outreach initiatives revealed the importance of updating the home based business zoning bylaw regulations and the desire to explore a full range of possible home based business uses. Community members recognize the benefits of supporting local job growth within the City and widely supported the new directions. This report summarizes the community consultation activities and feedback for Council as well as provides a revised set of regulatory changes for the Zoning Bylaw for Council to consider.

RECOMMENDATION:

- i) That Maple Ridge Zone Amending Bylaw No. 7394 – 2017 to amend the home occupation regulations of Zoning Bylaw No. 3510-1985 be forwarded to the next Council meeting for consideration of first reading.

BACKGROUND:

In 2015, following the Council resolution that the regulations for home based businesses be reviewed, staff undertook a background review, held internal meetings with Economic Development and Bylaw & Licencing Services Departments, and drafted a discussion paper on home based business as a means of identifying the potential areas where regulatory revisions might occur.

In 2016, the Economic Development Committee established three task forces to reflect key directions for the Economic Development Department: Tourism, Technology, and Home Based Business. The Home Based Business Task Force (HBB Task Force) began meeting in the summer of 2016. Task Force meetings were attended by staff from Economic Development, Planning and Bylaw & Licencing Services. Since that time, the HBB Task Force has identified three components to address for home based business: regulations, communication, and process.

In January 2017, staff reviewed current and possible new zoning regulations with the HBB Task Force for feedback. Following that meeting, staff from Economic Development, Planning, and Bylaw & Licencing Services prepared a draft set of possible new regulations for home based businesses.

On March 6, 2017, a number of possible home based business regulatory requirements were presented for Council consideration. In the Council discussion that ensued, Council raised the issue of whether the proposed revisions went far enough, given the economic opportunities home based businesses are perceived to present to Maple Ridge residents. In addition, Council raised questions, sought clarity on the possible new home based business zoning bylaw requirements and then directed staff to bring the item back for further Council consideration.

From March through June 2017, building on the work undertaken to-date, Staff continued to collaborate with the HBB Task Force to further explore opportunities to improve home based business regulation in the City. These revised directions and the parameters that influenced their further evolution were presented to Council on July 18, 2017.

SUMMARY OF POSSIBLE CHANGES TO ZONING BYLAW:

Based on input from the HBB Task Force and background research, possible changes to the Zoning Bylaw were proposed to Council. A number of new directions have been proposed which include expanding:

- The permitted floor area of a home based business, relative to lot size;
- The number of employees allowed in a home based business;
- The number of daily visits that can be accommodated by a home based business; and
- The types of activities permitted as a home a based business.

The proposed home based business program creates a two-pronged set of regulations. For ease of engagement, the two-pronged set of regulations have been renamed Type 1 Home Based Business for operations in multi-family units and on one family and two family residential zoned lots less than 1,200m² (0.3 ac) and Type 2 Home Based Business for operations on one family and two family residential zoned lots greater than 1,200m² (0.3 ac).

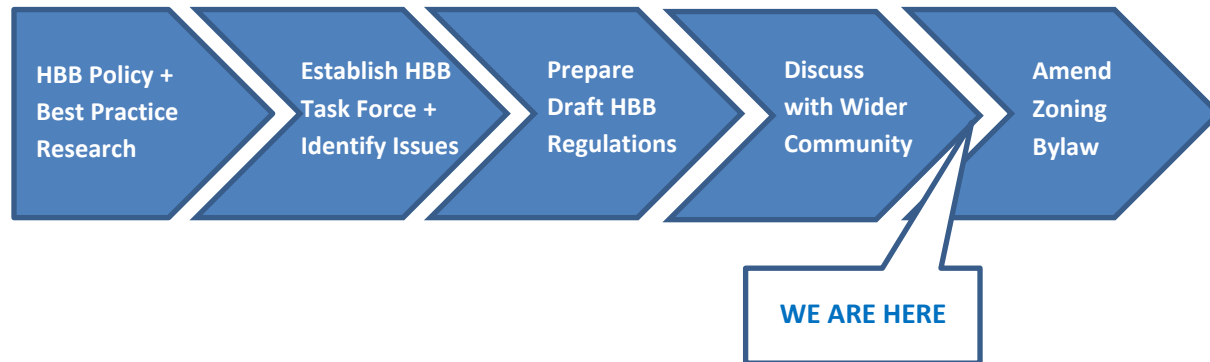
In addition, staff recognized that there may be opportunities on larger properties to accommodate certain uses that may not be permitted under the proposed home based business regulations. This further option was considered as a Type 3 Home Based Business.

A summary table outlining the proposed home based business regulatory changes are included as Appendix A.

SUMMARY OF CONSULTATION PROCESS

Retitled as 'Home Based Business Update' for the purpose of community engagement, the consultation activities can be broken down into three main themes: resident engagement, outreach activities targeting local businesses, and feedback collected through a community survey.

Taking place throughout September 2017, the consultation program specifically consisted of a Public Open House, community survey, booth at the Haney Farmers Market, staff presentations at several community-based business groups, 15 minute Q&A 'Coffee Chats with City Staff' with interested individuals, a Home Based Business Networking Event (hosted by the HBB Task Force) and, as requested by Council, a targeted mail-out to all licenced home based businesses in the City.



A copy of the engagement materials and the verbatim responses are available in Appendix B.

i) Resident Engagement

To solicit resident feedback, two public events took place supported by promotional activities.

On Saturday September 9, 2017, Staff attended the Haney Farmers Market with a booth soliciting input on the Home Based Business Update. Staff attendance was advertised through the Home Based Business Update website and flyers available at the Planning, Economic Development and Bylaw Services & Licencing front counters.

On September 13, 2017 a Public Open House was held between 4 and 8 p.m. in the Fraser Room of the Maple Ridge Library. Notification and advertising for the event was conducted through four newspaper advertisements, a listing on the City's website, social media outlets, flyers available at the Planning, Economic Development and Bylaw Services & Licencing front counters, and at Council request, the use of approximately 1500 mailed letters to licenced home based businesses. Approximately twenty people attended the Open House, as well as members of the HBB Task Force. Following the event, the open house presentation boards were made available on the City's website.

A mailing list for a Home Based Business E-Newsletter was also created and subsequently used to provide further information and updates about the engagement process to the public. Over 70 e-mails were collected throughout September.

ii) Business Outreach

Business operators were also invited to opt-in to the Home Based Business E-Newsletter and all licenced home based businesses received mailed notification of the Home Based

Business Update process which identified engagement opportunities taking place throughout September.

Planning Staff hosted 'Coffee Chats with City Staff' as an opportunity to provide tailored feedback on how the proposed changes may impact an existing operation or how they might enable a new home based business. Over ten businesses expressed interest in a Coffee Chat and by early October, at the time of preparing this report, three had taken place, with two anticipated in the following week.

Planning Staff also attended several local business community groups to increase awareness of the home based business update process. Presentations took place at Women's AM (35 attendees) and Babes in Business (15 attendees). The Chamber of Commerce was also contacted as a potential option, but no response was received.

A Home Based Business Networking Event, hosted by the Home Based Business Task Force, took place in the afternoon on Friday, September 22, 2017 at The Well. The event was promoted through the local newspaper, social media, mail-out, and event-specific advertising including posters and post-cards (which were available at the Farmers Market, Open House and front counters). Approximately twenty people attended the Networking Event, in addition to City Staff and members of the HBB Task Force.

iii) **Community Survey**

Supporting the residential and business outreach initiatives was a community questionnaire. The survey was used to assess comfort level with the proposed updates to the home based business zoning regulations.

Paper copies of the survey were available at the Haney Farmers Market, Public Open House, outreach events, and the Home Based Business Networking Event. The survey was also available online from September 13th to October 1st on the City's Home Based Business Update website. Home Based Business Task Force members generously donated several prizes for a City-run sweepstakes draw as an added incentive to encourage survey responses.

Of the 177 submitted community surveys, 114 were completed in full. Responses are mixed – 53% from general interested residents, 34% from those who operate a business in Maple Ridge, 8% from those considering starting a home based business in Maple Ridge and 5% 'other'. Thirty percent of the respondents identified themselves as currently operating a home based business in Maple Ridge.

CONSULTATION OUTCOMES:

i) **General Feedback:**

The community expressed broad levels of support for the home based business update process and the proposed changes. Recognizing the changing nature of business and household needs, many residents indicated that 'it was time' for this level of change to the home based business regulations in Maple Ridge. Members of local business groups also expressed enthusiasm for the intended direction of the home based business update and were pleased to see the City emphasizing local business development within the City.

ii) **Location & Size**

Strong support (88%) was received for broadening where a home based business can be accommodated on a residential lot. Currently, a home based business is only permitted to operate from a dwelling unit (with the exception of RS-2, RS-3 and A zones which are currently permitted a home based business in an accessory building). The proposed update would permit a home based business to take place in both the main dwelling unit that makes up the home as well as in a secondary suite or detached garden suite (DGS) and in an accessory building in all residential zones. Additional comments through conversation reinforced the support for permitting a home based business in a secondary suite and/or DGS in order to support intergenerational living.

Again, strong support was received for increasing the amount of floor area permitted for Type 1 Home Based Businesses (92%) and Type 2 Home Based Businesses (92%). Currently, home based businesses are permitted up to 20% of the residential floor area, up to 50m² or 538 sq ft. The proposed update would permit a Type 1 Home Based Business up to 30% of the gross floor area, to a maximum of 50m² or 538 sq ft, for home based businesses in multi-family units and on one family and two family residential zoned lots under 1,200m² or 0.3 acres and up to 45% of the gross floor area, to a maximum of 100m² or 1,76 sq ft, for Type 2 Home Based Businesses on one family and two family residential zoned lots over 1,200m² or 0.3 acres.

iii) **Daily Visits & Employees**

Currently, a home based business cannot receive daily visits by clients (with the exception of Tutoring & Lessons which is permitted up to six people per day). The proposed update would allow daily visits by clients, by appointment, for all permitted home based business uses up to ten clients per day for Type 1 Home Based Businesses and up to sixteen clients per day for Type 2 Home Based Businesses. The proposed expansion received positive support for both Type 1 Home Based Businesses (80% in favour) and Type 2 Home Based Businesses (85% in favour) although some discussion occurred regarding the reasoning behind why a daily maximum was required.

Similarly, the proposal to permit up to five clients at any one time for Type 1 Home Based Businesses and up to eight at any one time for Type 2 Home Based Businesses received positive support (85% and 86%, respectively). However, through long-form survey responses and in-person discussions it was made clear that many current Home Based Business operators viewed limiting group sessions to five for Type 1 Home Based Businesses as a concern noting the current cap of six. This issue and staff's proposed response is addressed in more detail in the following discussion section.

Currently, a home based business is permitted one non-resident employee. It is proposed to permit a home based business up to two non-resident employees for Type 1 Home Based Businesses and up to three non-resident employees for Type 2 Home Based Businesses, providing employee parking is provided on-site. The proposed expansion received strong support for both Type 1 and Type 2 Home Based Businesses (91% and 91%, respectively).

iv) **Permitted Home Based Business Uses**

As part of the review of the home based business zoning regulations, it is proposed to expand the types of activities permitted as home based business uses. Respondents indicated if they would support the type of activity as a permitted use for only Type 1

Home Based Businesses, only Type 2 Home Based Businesses, or for both Type 1 and Type 2 Home Based Businesses.

The table on the following page indicates the levels of support received for permitting the proposed types of activities for **both** Type 1 and Type 2 Home Based Businesses.

Use	Level of Support for use for both Type 1 and Type 2 Home Based Businesses
Animal Services	67%
Health Services	76%
Homecraft	85%
Office & Business Services	85%
Off-site, online and mobile-based sales	86%
Personal Services	81%
Professional Services	82%
Tutoring & Lessons	87%

Expectedly, Animal and Health Services were the two uses to receive the lowest amount of support. In both cases, it is worth noting that respondents indicated a parallel interest in permitting the uses **only** as a Type 2 Home Based Business (21% for Animal; 12% for Health), which is counter to the proposed home based business regulations. For more information and staff's response on this matter, refer to the below discussion section.

v) Type 3 Home Based Business

Recognizing there may be opportunities on larger properties (i.e. one or more acres) to accommodate additional uses or at levels of visitation and employment that are not permitted under the proposed Type 1 and Type 2 Home Based Business categories, input was solicited on a proposed third category for home based businesses. Possible activities could include yoga or spa retreats, agri-tourism opportunities, and small wedding & celebration events. Strong support from the survey (97%) as well as through in-person discussion was received for the proposed Type 3 Home Based Business category. Respondents indicated a preference for permitting Type 3 Home Based Businesses as an outright use (65%) over a new zone (26%), as the outright approach was seen to be less onerous for an applicant, yet could incorporate options to enforce complaints. In-person conversation and long-form survey responses also indicated a preference for not permitting a business that could disturb a neighbourhood with excessive noise, fumes, outdoor storage and traffic. Other possible uses suggested for a Type 3 Home Based Business included health services, animal services, professional retreats, agri-tech, food packaging, small trucking/distribution companies, cooking classes, and child care.

DISCUSSION:

Community outreach initiatives have clearly revealed support for updating the home based business zoning bylaw regulations and the desire to explore a full range of possible home based business uses. Community members recognize the benefits of supporting local job growth within the City and support the new directions. At the same time, community dialogue did raise some concerns that would benefit from further discussion.

i) Daily Visits & Group Sessions

The updates brought forward proposed to permit up to five clients at any one time for multi-family units and single family lots under 1,200m² (0.3 acres) and up to eight clients at any one time for single family lots over 1,200m² (0.3 acres). However, a common

concern and topic of discussion throughout the consultation activities was the importance of maintaining six clients at once for tutoring and lesson uses for business viability and to remain consistent with current allowances. Having discussed these parameters with members of the public and of home based business owners, it is now recommended to increase the number of permitted clients from five to six for home based businesses in multi-family units and on one family and two family residential zoned lots under 1,200m² (0.3 acres), subject to the daily maximum of ten daily visits. The proposed maximum number of group clients for home based businesses on one family and two family residential zoned lots over 1,200m² or more remains unchanged.

ii) **Permitted Uses**

Interest in expanding the types of uses permitted as a home based business was demonstrated to be strong. Not surprisingly, discussion took place about the parameters of three of the proposed home based business uses: Animal Services, Health Services and Personal Services.

Some concern was noted about permitting *Animal Services* as an on-site Type 1 Home Based Business given the smaller site area, therefore staff continue to recommend that only mobile-based animal service operations be permitted for Type 1 Home Based Businesses. Type 2 Home Based Business *Animal Service* operations would be permitted both mobile-based and on-site operations.

The level of support received for permitting on-site *Health Services* for Type 1 was less pronounced, yet still quite positive. However, there was a clear call for permitting *Health Services* as a permitted use for Type 3 Home Based Businesses. Staff continue to support on-site *Health Services* as a permitted use for Type 1 and Type 2 Home Based Businesses as well as suggest *Health Services* as a permitted use for Type 3 Home Based Businesses, noting the opportunity for such a use to be enlarged under the possible third type of home based business.

Clear and enthusiastic support for permitting personal services as a home based business use for both Type 1 and Type 2 Home Based Businesses was received throughout the community consultation process. Feedback received indicated interest in services such as reflexology as well as non-RMT massage being included within the personal services umbrella. Given on-going discussions with Fraser Health and Bylaw & Licencing Services, it is understood that these services would be able to be included and approved as a personal service home based business use.

iii) **Types of Home Based Business**

Throughout the consultation process the two-pronged approach to home based business regulation was well received, including the 1,200m² (0.3 acre) threshold between Type 1 and Type 2 Home Based Businesses. When looking at opportunities for larger home based businesses to be accommodated on larger properties, there was strong support for pursuing an avenue to incorporate a potential Type 3 Home Based Business.

While feedback identified strong support for the Type 3 Home Based Business concept, reservations were identified regarding the potential impacts a Type 3 Home Based Business may have on the neighbourhood. Community consultation supports considering each application for a Type 3 Home Based Business on its own merits, and be subject to site-specific traffic, servicing, on-site parking, screening, among other requirements. Equally, the feedback received expressed interest in not creating a process that would be

onerous for an applicant. Feedback also identified the importance of the complaint process, and having enforcement as an option, if needed.

While survey responses identified support for permitting Type 3 Home Based Businesses as an outright use, the unknowns related to future and possibly unique home based business proposals along with the need to assess any possible impacts on a site specific basis, has led staff to recommend that individual text amendments to the Zoning Bylaw be the implementation tool for Type 3 Home Based Businesses. A text amendment would permit each application to be considered on a case-by-case basis and would result in site-specific requirements that would, ideally, address any possible neighbourhood impacts. A text amendment also permits the opportunity for public comment on each application, through the public hearing process.

iv) Parking

Many residents, home based business operators, and staff from Bylaw & Licencing Services have identified and raised reservations over the parking implications the proposed changes may present. While on-site parking requirements for non-resident employees of Type 1 and Type 2 Home Based Businesses are envisioned to be dealt with on-site, it is worth highlighting that few home based business operators indicated that they employ (or have previously) employed an employee. Should these proposed changes be adopted, Bylaw & Licencing Services have agreed to monitor and report any potential impacts from increasing the number of visiting clients on the neighbourhoods.

v) Other Considerations

Overnight Stays

Community members indicated an interest in how overnight uses (including AirBnB) would be incorporated into the Zoning Bylaw however there was also the recognition that it is a separate discussion and not considered a home based business use. Additional reports to Council regarding overnight stays (including AirBnB) will be forthcoming through the Economic Development Department.

Permit Process

Community consultation revealed several specific concerns with the business licencing procedures specifically related to home based businesses. While outside of the scope of this home based business update which is focused on zoning amendments, it does identify areas for future review by either the Home Based Business Task Force and/or as part of the Business Licencing and Regulation Bylaw alignment which would be required should any proposed changes to the zoning bylaw regarding home based businesses be adopted. Additional reports to Council regarding the home based business permitting process will be forthcoming through the Economic Development Department.

Encouraging Regional Economic Opportunities

Community outreach identified strong interest in the Inter-municipal Business Licencing program. Specifically, business owners would like to see the program expanded from construction-related operations to include a wider range of business types. Few home based business operators indicated an interest in growing their business beyond the home to seek a commercial space although more indicated a desire to grow the business within the home. Additional reports to Council encouraging regional economic opportunities for home based businesses will be forthcoming through the Economic Development Department.

HOME BASED BUSINESS TASK FORCE:

Staff would like to acknowledge the dedication of the HBB Task Force members for their input on the proposed changes to the Zoning Bylaw as well as their time and effort in supporting the City's community consultation activities throughout September.

At their September 26, 2017 meeting, following the September engagement activities, the HBB Task Force reiterated their support of the revised directions and parameters of the proposed updates to the Zoning Bylaw. While there was an identified preference for permitting Type 3 Home Based Businesses as an outright use over a rezoning process, the HBB Task Force expressed support for the Maple Ridge Zone Amending Bylaw No. 7394-2017 to be considered by Council in its current form, introducing the minor responses proposed by Staff following the community's input.

The HBB Task Force looks forward to advancing with their mandate to help make the City more 'home based business friendly' by being involved in the review of the home based business permitting process and with the communication and promotion of the updated home based business regulations.

INTERGOVERNMENTAL IMPLICATIONS:**Agricultural Land Commission**

As the Agricultural Land Commission (ALC) allows home occupation on parcels in the Agricultural Land Reserve (ALR) and this Bylaw regulates land use within the ALR, Zone Amending Bylaw No. 7394-2017, if given first reading, will be referred to the ALC for comment. Comments received from the ALC will be included as part of the second reading report of Zone Amending Bylaw No. 7394-2017.

INTERDEPARTMENTAL IMPLICATIONS:**Bylaw & Licencing Services Department**

The Bylaw & Licencing Services Department has been working in collaboration with both the Planning and Economic Development Departments. Recognizable challenges have been raised over a number of the proposed amendments. This includes the need to monitor the potential for neighbourhood traffic and parking impacts from increasing the permitted number of visiting clients to each home based business and the continued challenge of unenclosed storage, and the parking of commercial vehicles, at home based businesses.

Bylaw & Licencing Services staff are interested in using the home based business regulatory review process as an opportunity to align several bylaws. It would also be an opportunity to refine and potentially address some of the previously identified concerns with the home based business licencing process, including the implementation of mobile business licences. Should the proposed changes be adopted, changes to the Business Licencing and Regulation Bylaw would be required and would follow in a separate report.

Economic Development Department

As the organizers of the HBB Task Force, the Economic Development Department has been involved with the home based businesses review. The Economic Development Department supports and encourages home based business expansion within the City as they are considered an essential step in creating businesses within the community. Additional reports to Council regarding the work of the HBB Task Force in regards to the communication and process components will be forthcoming through the Economic Development Department.

DRAFT BYLAW:

Originally, Staff were tasked with providing Council with a summary of the consultation feedback in order to shape the direction of the Zoning Bylaw amendments. However, having heard strong support for the proposed updates to the home based business zoning bylaw regulations, Staff support moving forward with a bylaw to amend the home occupation regulations of the Zoning Bylaw. Given the positive feedback from the community consultation activities covered in this report, and allowing for the minor changes outlined above, staff present Maple Ridge Zone Amending Bylaw No. 7394-2017 for Council consideration. Staff ask that Bylaw No. 7394-2017 be forwarded to the next Council meeting for consideration by Council for first reading. The full text of Zone Amending Bylaw No. 7394-2017 is available in Appendix C.

CONCLUSION:

The intent of the home based business review was to look at ways to update, modernize and improve regulations to better facilitate existing home based businesses and provide greater opportunities for expanding home based business in the City while balancing the needs of the residential communities in which these operations exist. With the presented regulatory changes, such measures represent a key step in an overall home based business review process that is aimed at promoting the City as “home based business friendly”. This report summarizes the results of the community consultation which took place throughout September 2017.

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Concurrence: Lino Siracusa
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“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Summary of proposed changes (July 2017)

Appendix B – Copy of Community Consultation materials and Verbatim Responses (September 2017)

Appendix C – Zoning Bylaw Amendment Bylaw No. 7394 – 2017

Summary of the Proposed Changes

WHAT DO YOU THINK?

The proposed home based business zoning updates are summarized below identifying where expanded regulations have been introduced.

General Regulations

PARAMETER	CURRENT REGULATIONS	REGULATION OPTIONS		EXPANDED REGULATIONS
		TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	
Location	Per Dwelling Unit	Per Dwelling Unit & Accessory Building	Per Dwelling Unit & Accessory Building	✓
Size (based on gross floor area)	20% up to 50m ² (538 ft ²)	30% up to 50m ² (538 ft ²)	45% up to 100m ² (1,076 ft ²)	✓
Daily Visits	Not Permitted	10 clients per day (by appointment)	16 clients per day (by appointment)	✓
Group Sessions	Restricted to <i>Tutoring & Lessons</i> ; capped at 2 sessions; maximum of 6 clients per day	Capped at 5 clients at one-time; maximum of 10 clients per day	Capped at 8 clients at one-time; maximum of 16 clients per day	✓
Employees	1	2 subject to on-site parking	3 subject to on-site parking	✓
Signage	1	1	1	Same

Permitted Uses

PARAMETER	CURRENT REGULATIONS	TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	EXPANDED REGULATIONS
Office	Permitted, limited	Permitted	Permitted	✓
Business Services	Permitted	Permitted	Permitted	✓
Professional Services	Permitted, limited	Permitted	Permitted	✓
Health Services	Not Permitted	Permitted	Permitted	✓
Personal Services	Permitted, limited	Permitted	Permitted	✓
Animal Services	Permitted, limited	Permitted, limited	Permitted	✓
Homecraft	Permitted, limited	Permitted	Permitted	✓
Tutoring & Lessons	Permitted	Permitted	Permitted	✓
Sales	Not Permitted	Permitted, restricted	Permitted, restricted	✓



Let's Talk **Home Based Business** *Public Open House*

The City of Maple Ridge is in the process of updating its home based business regulations. The update is intended to modernize and improve the regulations to better support home based businesses in Maple Ridge.

A number of new directions are being proposed and some examples include expanding:

- ≠ The types of activities permitted.
- ≠ How lot size relates to home based business size.
- ≠ The number of employees allowed in a home based business.
- ≠ The number of daily visits that can be accommodated by a home based business.

Everyone is encouraged to attend the public open house to learn more, speak with City Staff, and to provide input on the proposed updates to the home based business regulations.

You're Invited:

Home Based Business Update Open House

Wednesday, September 13, 2017

Fraser Room at the Maple Ridge Library (second floor)

Drop in anytime between 4:00 and 8:00 pm

Looking for more information?

Regular project updates are available online at www.mapleridge.ca/1137.



Coffee Chat with City Staff

Curious how these updates may affect you? Book a time with City Staff to discuss any questions you might have.

Make your booking at the Open House
or call 604-467-7493.



11995 Haney Place
Maple Ridge, BC V2X 6A9
Phone: 604-463-5221
Email: employmentlands@mapleridge.ca

WELCOME

To the City of Maple Ridge Home Based Business Update Open House



Thank you for attending this Open House. At today's event you can:

- **Explore the boards:** There are 10 boards and we encourage you to review them all to learn more about the proposed Home Based Business Update.
- **Ask questions:** City Staff and members of the Home Based Business Task Force are here tonight to answer any questions you may have.
- **Fill out a survey!** Paper surveys are available today. They are also available online at www.mapleridge.ca/1137.
- **Sign-up** for the Home Based Business E-Newsletter.
- **Set-up** a time for a Coffee Chat with City Staff.

Already a home based business owner or know that you plan to operate a home based business?

Attend the Home Based Business Networking Event on
September 22, 2017
hosted by the Home Based Business Task Force.

Interested in having a City Staff Member present on the Home Based Business Update at your local business event?

Let a City Staff Member know!

Home Based Business Update

WHAT IS A HOME BASED BUSINESS?

Home based businesses are where a resident or home owner carries on a commercial enterprise in their home.

WHY ARE WE HERE?

Your City Council wants to hear from you about the proposed changes to the home based business regulations.

WHY UPDATE THE HOME BASED BUSINESS ZONING REGULATIONS?

- The City is implementing a *Commercial & Industrial Strategy* recommendation.
- Recognizing that there will be changes to the way we work over the next 30 years, the City wants to modernize the regulations to provide greater opportunities for home based businesses in Maple Ridge.

WHAT DO THE UPDATES COVER?

A number of new directions are being proposed which include expanding:

- How lot size relates to home based business size;
- The number of employees allowed at a home based business;
- The number of daily visits that can be accommodated as a home based business; and
- The type of activities permitted.

Please see boards 4 through 9 for more information.

DON'T FORGET TO FILL OUT A SURVEY!

Surveys are available today
in print or online.

**Fill out a survey by
September 29, 2017
for a chance to win a
sweepstakes prize!**

Details available online
www.mapleridge.ca/1137



WE
ARE
HERE

HBB Policy
+ Best Practice
Research

Establish HBB
Task Force
+ Identify Issues

Prepare
Draft HBB
Regulations

Discuss
with Wider
Community

Amend
Zoning
Bylaw



MAPLE RIDGE

British Columbia

Home Based Business in Maple Ridge

HOME BASED BUSINESSES ARE AN IMPORTANT PART OF OUR ECONOMY

- There are approximately 1,500 licensed home based businesses in Maple Ridge.
- They account for roughly 33% of all business licences issued by the City.
- Home based businesses represent close to 3,000 people who either own or who are employed by a licensed home based business.



MOST COMMON TYPES OF HOME BASED BUSINESSES IN MAPLE RIDGE



HOME BASED BUSINESSES AFFECT A NEIGHBOURHOOD

- Common issues associated with home based businesses in Maple Ridge include outdoor storage, traffic, parking and noise.
- A key focus of the proposed update is to balance residential character with economic opportunities for residents wishing to operate small scale businesses.
- The intention of the proposed update is to have regulations flexible enough to accommodate changing business needs while respecting the residential feel of the neighbourhood.



MAPLE RIDGE + METRO VANCOUVER

- According to the City's *Commercial & Industrial Strategy*, Maple Ridge residents have one of the longest average commutes in the Metro Vancouver region.
- Approximately 35% of current residents work in Maple Ridge.
- Home based businesses offer an opportunity to allow more residents to work from home.

HOME BASED BUSINESS TYPES TO SEE FUTURE GROWTH IN MAPLE RIDGE



MAPLE RIDGE

British Columbia

General Regulations

HOW TO ENSURE MY HOME BASED BUSINESS WILL NOT DISTURB MY NEIGHBOURS?

The Home Based Business Update proposes a number of requirements:

Be entirely contained within a dwelling unit or accessory building.

Not involve unenclosed outdoor storage.

Not involve the salvage, repair or maintenance of motor vehicles (including their engines or parts).

Not involve activities that emit odors, noxious or toxic matter.

Not involve activities that result in traffic congestion.

Not involve the use of equipment that is not ordinarily found in the home for household, office or hobby purposes.

Not involve orchestra and band training or public assembly uses.

Be permitted 1 sign but otherwise there should be no external indication that the building is being used for a non-residential purpose.

Comply with other City Bylaws, including but not limited to, the Noise Control Bylaw and the Animal Control & Licensing Bylaw.



MAPLE RIDGE

British Columbia

Location & Size

WHERE CAN I OPERATE MY HOME BASED BUSINESS?

- Currently, home based businesses are only permitted to operate from a dwelling unit.
 - Suburban, Rural and Agricultural (RS-2, RS-3 and A) zones are currently permitted a home based business in an accessory building.
- The proposed update would permit a home based business to take place in **both** the main dwelling unit that makes up the home as well as in a secondary suite or detached garden suite **and** in an accessory building in all residential zones.
- A home based business can continue to operate in a multi-family unit (e.g. apartment or townhouse).



WHAT DO THOSE TERMS MEAN?

Dwelling Unit: one or more rooms used for the residential accommodation of a family.

Secondary Suite: a dwelling unit contained within the same building as the one family residential unit.

Detached Garden Suite: a detached self-contained dwelling unit in the rear yard (also known as a laneway or carriage house).

Accessory Building: a building or structure incidental to the principal one family dwelling unit such as a detached garage, shed, boat house, pool house, etc.

Gross Floor Area: the total area of all the floors of all dwelling unit's on a lot.

HOW MUCH SPACE CAN MY HOME BASED BUSINESS USE?

- Today, home based businesses are permitted up to 20% of the residential floor area, up to 50m² or 538 sq ft.
- The proposed update would allow a home based business:
 - On smaller lots (multi-family units and single family lots less than 1,200 m² or 0.3 acres) up to 30% of the gross floor area to a maximum of 50m² or 538 sq ft.
also called Type 1 Home Based Businesses
 - On larger lots (single family lots over 1,200m² or 0.3 acres) up to 45% of the gross floor area, to a maximum of 100m² or 1,076 sq ft.
also called Type 2 Home Based Businesses
- Each dwelling unit on a lot is entitled to the same amount of space for a home based business.
- Family Daycares (8 or less children in care) which are licensed under the *Community Care and Assisted Living Act* are exempt from these size limitations.



MAPLE RIDGE

British Columbia

Daily Visits

HOW MANY CLIENT VISITS CAN I HAVE PER DAY?

- Today, a home based business cannot receive daily visits by clients. The one exception is for Tutoring & Lessons which allows six people per day up to two sessions per day.
- With the intent of creating greater flexibility for home based businesses, the proposed update would allow daily visits by clients, by appointment, for all permitted home based business uses:
 - Up to 10 clients per day for Type 1 Home Based Businesses
 - Up to 16 clients per day for Type 2 Home Based Businesses
- Appointments are recognized as opportunities to provide services, commission work, or to take possession of previously purchased materials.



HOW MANY CLIENTS CAN I HAVE AT ONE TIME?

- The proposed update would allow a home based business:
 - Up to 5 clients at any one time for Type 1 Home Based Businesses*
 - Up to 8 clients at any one time for Type 2 Home Based Businesses*

** Subject to the daily client visit limit.*

HOW MANY EMPLOYEES CAN I HAVE?

- Currently, home based businesses are allowed one employee.
- The proposed update would allow a home based business:
 - Up to 2 employees for Type 1 Home Based Businesses*
 - Up to 3 employees for Type 2 Home Based Businesses*

** Subject to parking requirements*

WHAT ARE MY PARKING REQUIREMENTS?

- All employee parking must be provided on-site.

TYPE 1 & 2 HOME BASED BUSINESSES

You may notice the reference to 'Type 1' and 'Type 2':

- Type 1 includes home based businesses on single family lots less than 1,200m² (0.3 acres) as well as multi-family units.
- Type 2 includes home based businesses on single family lots over 1,200m² (0.3 acres).
- Only includes lots within a Residential zone.



MAPLE RIDGE

British Columbia

Types of Activities

PERMITTED USES

The Home Based Business Update proposes that the following types of activities be permitted as home based business uses:

Health Services

- Allows health professionals that are subject to a College or Association that has been delegated the authority, under provincial legislation, to govern the practice of their members.
- Includes chiropractors, registered massage therapists (RMTs), physicians, traditional Chinese medicine practitioners, amongst others.



Personal Services

- Includes services involving hair, skin, nails and personal wellness.
- Body modification services (e.g. tattooing, piercing and microblading) would not be permitted as a home based business.
- Requires an initial inspection by Fraser Health at the home based business address.

Animal Services

- Permits dog walking, pet sitting, training, animal spas and therapy services.
- Mobile-based operations permitted for Type 1 and Type 2. On-site operations only permitted for Type 2 Home Based Businesses.
- Commercial kennels, breeding, dog boarding and dog daycares would not be permitted as a home based business use.



Types of Activities

PERMITTED USES

The Home Based Business Update proposes that the following types of activities be permitted as home based business uses:

Office and Business Services

- Includes business support services, such as administrative and office functions.

Professional Services

- Covers professionals where the member is required to be licensed or certified by a self-regulating professional authority.
- Includes accountants, architects, engineers, financial consultants, lawyers, notary publics, planners, and real estate agents, amongst others.



Home Craft

- Covers the small scale production of goods, including art, photography, jewelry, food*, bath & beauty products, clothing, and toys.

Tutoring & Lessons

- Includes academic tutoring and music lessons.
- Expanded interpretation would include non-academic uses, such as yoga.

Sales

- Permit off-site, online and mobile-based sales but does not include general retail sales.

Family Daycares

- Includes daycares with 8 or less children in care*.

* Subject to Fraser Health Regulations & Inspection

Additional Home Based Businesses



TYPE 3 HOME BASED BUSINESS

- There may be opportunities on properties 1 acre or larger to accommodate additional uses that are not permitted under the other two proposed categories of home based businesses. These would be **called Type 3 Home Based Businesses**
- Possible Type 3 uses include:
 - Retreats - Spa or Yoga services
 - Agri-Tourism - Farm Cycle Tours or Farm-to-Table opportunities
 - Small Events & Celebrations - Intimate Wedding or Private Chapel Services
 - Outdoor Tourism - Recreational opportunities
 - Drop-in Retail - Artisanal and Antique sales
 - Interested in others? Let us know by filling out a survey!
- Two possible ways of permitting a Type 3 Home Based Business:
 - As an outright use; or
 - Require the property to be rezoned.

OUTRIGHT USE

- A Type 3 Home Based Business use would be permitted on every residential lot 1 acre or more.
- No opportunity for public comment would be provided.
- A regular business licence would be required, as it is with the other types of home based businesses.

REZONING

- Require a rezoning to permit Type 3 Home Based Businesses to operate from the home.
- Require interested business operators and/or land owners to go through the rezoning process, which includes a public hearing.
- If approved, a business licence could then be issued, subject to other necessary approvals.

Share your thoughts on the proposed Type 3 Home Based Business by filling out a survey!

Summary of the Proposed Changes

WHAT DO YOU THINK?

The proposed home based business zoning updates are summarized below identifying where expanded regulations have been introduced.

General Regulations

PARAMETER	CURRENT REGULATIONS	REGULATION OPTIONS		EXPANDED REGULATIONS
		TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	
Location	Per Dwelling Unit	Per Dwelling Unit & Accessory Building	Per Dwelling Unit & Accessory Building	✓
Size (based on gross floor area)	20% up to 50m ² (538 ft ²)	30% up to 50m ² (538 ft ²)	45% up to 100m ² (1,076 ft ²)	✓
Daily Visits	Not Permitted	10 clients per day (by appointment)	16 clients per day (by appointment)	✓
Group Sessions	Restricted to <i>Tutoring & Lessons</i> ; capped at 2 sessions; maximum of 6 clients per day	Capped at 5 clients at one-time; maximum of 10 clients per day	Capped at 8 clients at one-time; maximum of 16 clients per day	✓
Employees	1	2 subject to on-site parking	3 subject to on-site parking	✓
Signage	1	1	1	Same

Permitted Uses

PARAMETER	CURRENT REGULATIONS	TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	EXPANDED REGULATIONS
Office	Permitted, limited	Permitted	Permitted	✓
Business Services	Permitted	Permitted	Permitted	✓
Professional Services	Permitted, limited	Permitted	Permitted	✓
Health Services	Not Permitted	Permitted	Permitted	✓
Personal Services	Permitted, limited	Permitted	Permitted	✓
Animal Services	Permitted, limited	Permitted, limited	Permitted	✓
Homecraft	Permitted, limited	Permitted	Permitted	✓
Tutoring & Lessons	Permitted	Permitted	Permitted	✓
Sales	Not Permitted	Permitted, restricted	Permitted, restricted	✓



MAPLE RIDGE

British Columbia

THANK YOU

For taking the time to look over the proposed updates to the home based business regulations.



WE WANT TO HEAR FROM YOU!

Please take the opportunity to provide your thoughts and comments through our survey available today or online at:

WWW.MAPLERIDGE.CA/1137

Survey closes September 29, 2017

STAY IN TOUCH

P: (604) 467-7493

W: www.mapleridge.ca/1137

E: employmentlands@mapleridge.ca



MAPLE RIDGE

British Columbia

Home Based Business Survey

APPENDIX B3

Introduction

The City of Maple Ridge is in the process of reviewing the home based business regulations in the Zoning Bylaw. The update is intended to modernize the regulations to better support home based businesses in Maple Ridge.

The survey takes 10 minutes and with your feedback, the information gathered through this survey will shape the development of the proposed Zoning Bylaw changes to the home based business regulations. Near the end of the survey, you will have the opportunity to opt-in to the City of Maple Ridge **Home Based Business Update E-newsletter** as well as choose to enter the sweepstakes contest to win one of several prizes.

Complete the survey by **September 29th 2017** for a chance to win one of the prizes!

Prize details are available online at www.mapleridge.ca/1137.

Winners will be randomly drawn and announced on October 2nd 2017.

If you have any questions about the survey, please contact the Planning Department at employmentlands@mapleridge.ca or call 604-467-7493.

Let's get started!

Getting to Know You

1. I am:

select all that apply

- ☐ Currently operating a home based business in Maple Ridge
- ☐ Considering starting a home based business in Maple Ridge
- ☐ An interested Maple Ridge resident
- ☐ A non-home based business owner operating in Maple Ridge
- ☐ Other (please describe): _____

2. If you currently operate a home based business in Maple Ridge, tell us which apply to you:
(If you are not a home based business operator, proceed to Question #3)

select all that apply

- ☐ Been in operation for under 2 years
- ☐ Been in operation 3 – 5 years
- ☐ Been in operation 5 or more years
- ☐ Employed an employee
- ☐ Envision growing your business within your home
- ☐ Envision growing your business beyond your home and seeking a commercial space



MAPLE RIDGE

British Columbia

Proposed Home Based Business Updates

A number of new directions are being proposed for home based businesses in Maple Ridge, including:

- How lot size relates to home based business size.
- The number of employees allowed in a home based business.
- The number of daily visits that can be accommodated by a home based business.
- The types of activities permitted as a home based business.

You may notice the reference to 'Type' of Home Based Business:

- **Type 1** includes home based businesses on single family lots less than 1,200 m² (0.3 acres) and multi-family units.
- **Type 2** includes home based businesses on single family lots over 1,200 m² (0.3 acres).

For more detailed information about the proposed changes, please review the Open House Information Boards and Council Report (available online at www.mapleridge.ca/1137).

Size & Location

Currently, home based businesses are only permitted to operate from a dwelling unit. The proposed update would permit a home based business to take place in both the main dwelling unit that makes up the home as well as in a secondary suite or detached garden suite **and** in an accessory building (e.g. workshop or garage) in all residential zones.

3. Do you support broadening where a home based business can be accommodated to include a dwelling unit and an accessory building in all residential zones?
- ☐ Yes
- ☐ No

Currently, a home based business is permitted 20% (up to 50 m²) of the residential floor area. The proposed updates would allow a home based business up to 30% (up to 50 m² or 538 sq ft) for Type 1 Home Based Businesses and up to 45% (up to 100 m² or 1,076 sq ft) for Type 2.

4. Do you support increasing the permitted size of a home based business from 20% (up to 50m²) to 30% (up to 50m² or 538 sq ft) for Type 1 Home Based Businesses?
- ☐ Yes
- ☐ No
5. Do you support increasing the permitted size of a home based business from 20% (up to 50m²) to 45% (up to 100m² or 1,076 sq ft) for Type 2 Home Based Businesses?
- ☐ Yes
- ☐ No

Daily Visits

Currently, the zoning regulations prohibit any home based business from generating regular daily visits (except tutoring which is permitted 2 groups per day to a maximum of 6 people). The proposed update would allow daily visits by clients, by appointment, up to 10 clients per day for Type 1 Home Based Businesses and up to 16 clients for Type 2.

6. Do you support increasing the permitted number of daily visits, by appointment, to 10 for Type 1 Home Based Businesses?
- ☐ Yes
- ☐ No
7. Do you support increasing the permitted number of daily visits, by appointment, to 16 for Type 2 Home Based Businesses?
- ☐ Yes
- ☐ No

For home based businesses requiring group visits, it is proposed to permit up to 5 clients at any one time for Type 1 Home Based Businesses and up to 8 clients at any one time for Type 2, subject to the daily maximum detailed above.

8. Do you support permitting up to 5 clients at any one time for Type 1 Home Based Businesses?
- ☐ Yes
- ☐ No
9. Do you support permitting up to 8 clients at any one time for Type 2 Home Based Businesses?
- ☐ Yes
- ☐ No

Employees

Currently, home based businesses are permitted 1 non-resident employee. It is now proposed to permit home based businesses up to 2 non-resident employees for Type 1 Home Based Businesses and up to 3 non-resident employees for Type 2. Non-resident employee parking must be provided on-site.

10. Do you support permitting up to 2 non-resident employees, subject to parking requirements, for Type 1 Home Based Businesses?
- ☐ Yes
- ☐ No
11. Do you support permitting up to 3 non-resident employees, subject to parking requirements, for Type 2 Home Based Businesses?
- ☐ Yes
- ☐ No

Permitted Uses

The home based business update proposes that the following types of activities be permitted as home based business uses for Type 1 and Type 2 Home Based Businesses.

12. Please select all that you would support as a permitted home based business use.
select all that apply

Type 1 Type 2 Both

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Office and Business Services |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Professional Services
e.g. Accountants, Engineers, Financial Consultants, Lawyers, and Real Estate Agents. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Health Services
e.g. Chiropractors, RMTs, Physicians, and Traditional Chinese Medicine Practitioners. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Personal Services
e.g. services involving hair, skin, nails, personal wellness, and seamstress/tailoring |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Animal Services (mobile services only for Type 1; mobile and on-site services for Type 2)
e.g. dog walking, pet sitting, training, spas and therapy but does not include
Commercial Kennels, breeding, dog boarding and dog daycares services. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Homecrafts (the small-scale production of homecraft goods)
e.g. art, photography, jewelry, food, bath and beauty products, clothing and toys. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Tutoring and Lessons (academic and non-academic uses) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Off-site, online, and mobile based sales |

Additional Home Based Business Uses

There may be opportunities on properties **over one acre** to accommodate certain uses that may not be permitted within the proposed updates to the home based business regulations. A third category (Type 3) would permit uses above and beyond the proposed uses for Type 1 and Type 2 Home Based Businesses. Possible uses for a Type 3 Home Based Business include yoga or spa retreats, local agri-tourism opportunities, and small events & celebrations such as intimate weddings.

13. Do you support a third type for home based businesses, for lots one acre or larger, where possible uses could include yoga or spa retreats, agri-tourism opportunities and small wedding & celebratory events.
- ☐ Yes
☐ No
14. If yes, do you prefer permitting Type 3 Home Based Businesses as a **new outright use** or as a **new zone**?
- ☐ Outright use allowed in all residential zones where lot size is greater than one acre.
☐ Require rezoning to permit use.
- Comments: _____
15. If yes, are there other uses that you feel should be permitted as a Type 3 Home Based Business?
Please list
- _____

Other Thoughts & Comments

16. Do you have any other thoughts, comments or suggestions about the proposed updates to the home based business zoning regulations?

City Programs & Services

17. Are you aware of any of these services, already offered by the City?

select all that apply

- ☐ City of Maple Ridge Business Licence Guide
- ☐ Intermunicipal Business Licence program
- ☐ City of Maple Ridge Business Licence Directory (pdf, updated quarterly)
- ☐ Maple Ridge Business Finder (online tool)
- ☐ Land Development Application Tool (online tool)

18. Would you be interested in any of the following services, if offered by the City?

select all that may interest you

- ☐ Home Based Business Information Workshops
- ☐ Home Based Business Information Webinars
- ☐ Networking Events
- ☐ Online business application/licencing and fee payment
- ☐ Access to business centre services (e.g. meeting rooms, office spaces, etc)
- ☐ Other (please describe): _____

19. Would you be interested in registering for a **Coffee Chat with City Staff** (15 Q&A sessions over the phone or in-person) for more information on how the proposed home based business zoning changes may affect you? If yes, please provide your contact information below.

- ☐ Yes Name: _____
Email or Phone Number: _____
- ☐ No

20. Would you be interested in signing-up for the City of Maple Ridge **Home Based Business Update E-newsletter**? If yes, please provide your email address below.

- ☐ Yes
Email: _____

21. If you would like to be entered for a chance to win one of several sweepstake prizes, please provide your name and contact information:

Name: _____
Email or Phone Number: _____

Thank you!

Results

Survey 727657

Number of records in this query:	178
Total records in survey:	178
Percentage of total:	100.00%

Field summary for Q1

I am:

Answer	Count	Percentage
Currently operating a home based business in Maple Ridge (SQ001)	47	26.40%
Considering starting a home based business in Maple Ridge (SQ002)	13	7.30%
An interested Maple Ridge resident (SQ003)	85	47.75%
A non-home based business owner operating in Maple Ridge (SQ004)	8	4.49%
Other	7	3.93%
Not completed or Not displayed	25	14.04%

Field summary for Q2

If you currently operate a home based business in Maple Ridge, tell us which apply to you: (If you are not a home based business operator, proceed to Question #3)

Answer	Count	Percentage
Been in operation for under 2 years (SQ002)	19	10.67%
Been in operation 3 - 5 years (SQ003)	11	6.18%
Been in operation 5 or more years (SQ004)	19	10.67%
Employed an employee (SQ005)	3	1.69%
Envision growing your business within your home (SQ006)	12	6.74%
Envision growing your business beyond your home and seeking a commercial space (SQ007)	3	1.69%
Not completed or Not displayed	32	17.98%

Field summary for Q3

Do you support broadening where a home based business can be accommodated to include a dwelling unit and an accessory building in all residential zones?

Answer	Count	Percentage
Yes (SQ001)	113	63.48%
No (SQ002)	15	8.43%
Not completed or Not displayed	46	25.84%

Field summary for Q4

Do you support increasing the permitted size of a home based business from 20% (up to 50m2) to 30% (up to 50m2 or 538 sq ft) for Type 1 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	119	66.85%
No (SQ002)	10	5.62%
Not completed or Not displayed	46	25.84%

Field summary for Q5

Do you support increasing the permitted size of a home based business from 20% (up to 50m2) to 45% (up to 100m2 or 1,076 sq ft), for Type 2 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	118	66.29%
No (SQ002)	10	5.62%
Not completed or Not displayed	46	25.84%

Field summary for Q6

Do you support increasing the permitted number of daily visits, by appointment, to 10 for Type 1 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	98	55.06%
No (SQ002)	26	14.61%
Not completed or Not displayed	49	27.53%

Field summary for Q7

Do you support increasing the permitted number of daily visits, by appointment, to 16 for Type 2 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	108	60.67%
No (SQ002)	18	10.11%
Not completed or Not displayed	49	27.53%

Field summary for Q8

Do you support permitting up to 5 clients at any one time for Type 1 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	105	58.99%
No (SQ002)	20	11.24%
Not completed or Not displayed	49	27.53%

Field summary for Q9

Do you support permitting up to 8 clients at any one time for Type 2 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	109	61.24%
No (SQ002)	17	9.55%
Not completed or Not displayed	49	27.53%

Field summary for Q10

Do you support permitting up to 2 non-resident employees, subject to parking requirements, for Type 1 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	112	62.92%
No (SQ002)	11	6.18%
Not completed or Not displayed	51	28.65%

Field summary for Q11

Do you support permitting up to 3 non-resident employees, subject to parking requirements, for Type 2 Home Based Businesses?

Answer	Count	Percentage
Yes (SQ001)	113	63.48%
No (SQ002)	11	6.18%
Not completed or Not displayed	51	28.65%

Field summary for Q12(SQ001)

Please select all that you would support as a permitted home based business use: [Office and Business Services]

Answer	Count	Percentage
Type 1 Only (A1)	6	3.37%
Type 2 Only (A2)	5	2.81%
Both Type 1 & Type 2 (A3)	104	58.43%
No answer	8	4.49%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ002)

Please select all that you would support as a permitted home based business use: [Professional Services (e.g. Accountants, Engineers, Financial Consultants, Lawyers, Real Estate Agents, etc)]

Answer	Count	Percentage
Type 1 Only (A1)	7	3.93%
Type 2 Only (A2)	5	2.81%
Both Type 1 & Type 2 (A3)	101	56.74%
No answer	10	5.62%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ003)

Please select all that you would support as a permitted home based business use: [Health Services (e.g. Chiropractors, RMTs, Physicians, and Traditional Chinese Medicine Practitioners)]

Answer	Count	Percentage
Type 1 Only (A1)	4	2.25%
Type 2 Only (A2)	15	8.43%
Both Type 1 & Type 2 (A3)	94	52.81%
No answer	10	5.62%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ004)

Please select all that you would support as a permitted home based business use: [Personal Services (e.g. hair, skin, nails, and personal wellness)]

Answer	Count	Percentage
Type 1 Only (A1)	6	3.37%
Type 2 Only (A2)	11	6.18%
Both Type 1 & Type 2 (A3)	100	56.18%
No answer	6	3.37%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ005)

Please select all that you would support as a permitted home based business use: [Animal Services (Mobile services only for Type 1; mobile & on-site for Type 2; e.g. dog walking, pet sitting, training, spas and therapy but does not include commercial kennels, breeding, dog boarding and dog daycare services)]

Answer	Count	Percentage
Type 1 Only (A1)	4	2.25%
Type 2 Only (A2)	26	14.61%
Both Type 1 & Type 2 (A3)	82	46.07%
No answer	11	6.18%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ006)

Please select all that you would support as a permitted home based business use: [Homecrafts (the small scale production of goods, such as art, photography, bath & beauty products)]

Answer	Count	Percentage
Type 1 Only (A1)	7	3.93%
Type 2 Only (A2)	5	2.81%
Both Type 1 & Type 2 (A3)	104	58.43%
No answer	7	3.93%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ007)

Please select all that you would support as a permitted home based business use: [Tutoring and Lessons (e.g. academic and non-academic uses)]

Answer	Count	Percentage
Type 1 Only (A1)	8	4.49%
Type 2 Only (A2)	1	0.56%
Both Type 1 & Type 2 (A3)	107	60.11%
No answer	7	3.93%
Not completed or Not displayed	55	30.90%

Field summary for Q12(SQ008)

Please select all that you would support as a permitted home based business use: [Off-site, online, and mobile based sales]

Answer	Count	Percentage
Type 1 Only (A1)	7	3.93%
Type 2 Only (A2)	4	2.25%
Both Type 1 & Type 2 (A3)	106	59.55%
No answer	6	3.37%
Not completed or Not displayed	55	30.90%

Field summary for Q13

Do you support a third category for home based businesses, for lots one acre or larger, where possible uses could include yoga or spa retreats, agri-tourism opportunities and small wedding & celebration events?

Answer	Count	Percentage
Yes (SQ001)	113	63.48%
No (SQ002)	3	1.69%
Not completed or Not displayed	60	33.71%

Field summary for Q14

If yes, do you prefer permitting Type 3 Home Based Businesses as a new outright use or as a new zone?

Answer	Count	Percentage
Outright use allowed in all residential zones where lot size is greater than one acre. (SQ001)	81	45.51%
Require rezoning to permit. (SQ002)	32	17.98%
Other	12	6.74%
Not completed or Not displayed	59	33.15%

ID	Response
4	Have a process for complaints
9	Have lived near a wedding site. Traffic, parking, noise, are all horrible ALL spring summer and fall. Every weekend plus much more.
17	rezoning requirements are very likely to become very onerous and most likely deter and even destroy type 3 home based businesses
41	Parking, access and noise is the issue.
48	I am not involved in this activity
49	I think it should be both
53	I don't know enough to answer
55	Need more information to answer
60	small packaging operation, warehouse online sales etc.
118	There must be parking within the property NOT street parking Parking on both sides of the street makes it unsafe travelling on crowded streets
149	Let's reduce the red tape and bureaucratic slow downs that special rezoning would require and support the businesses in our community as long as they do not negatively impact their neighbours.
164	A large yoga spa retreat center in maple ridge would put maple ridge on the map!

Field summary for Q15

If yes, are there other uses that you feel should be permitted as a Type 3 Home Based Business? Please describe:

Answer	Count	Percentage
Answer	24	13.48%
No answer	95	53.37%
Not completed or Not displayed	59	33.15%

ID	Response
6	RV -B&B use overnight stays
17	any business that does not disturb neighbors with excessive noise, fumes and exhaust, traffic and the general character of the neighborhood.
23	Food Packing, Storage, Selling Online etc.
26	Outdoor storage should be expressly prohibited (ie rvs, boats, trailers, vehicles, etc)
43	Small group professional education or retreat type workshops.
54	Increase to 2 acres + more
58	Agri tech. Agri Equipment shop
64	Anything not specifically prohibited (subject to approval)
70	I suggest allowing for a larger square footage to be allocated to home business on larger properties under the caveat they do not impose on neighbours with respect to noise, smell or unsightliness
72	Wellness centers including massage therapy, chiropractic, TCM, counselling, etc
76	Yoga
79	Wellness, Yoga, training facilities, recreational, sporting, spa, yoga, animal....
90	Small trucking companies that meet a yearly inspection to maintain good environment standards etc.
93	Child care
94	small trucking companies
114	Small festivals under 150 people!
116	Wellness centres
118	Fitness training is not talked about in any categories and would be one individual at a time along with the instructor
120	Yoga retreats, wellness centres in natural surroundings
127	Meditation centre
146	Cooking classes in commercial kitchen.
149	Really any businesses that do not negatively affect appropriate environmental concerns and do not negatively impact neighbours quiet enjoyment of their properties.
159	Should be able to allow other non-neighbourhood disruptive types of businesses to apply subject to approval of the neighbours within two block radius.
165	Services

Field summary for Q16

Do you have any other thoughts, comments or suggestions about the proposed updates to the home based business regulations?

Answer	Count	Percentage
Answer	37	20.79%
No answer	82	46.07%
Not completed or Not displayed	59	33.15%

ID	Response
6	Allow ALR lands that cannot grow anything, ie rock, gravel lands to be able to be included in zone 3
3	<p>I own and operate an art school for children in Albion, MR and currently I take 6 students a day, as one group, in an after school art program. I had hoped that the proposed changes would allow for one group of 8 students a day. As I understand it, the proposed changes would allow for 2 groups of five students a day, which sounds better BUT will not work for a children's art school.</p> <p>Children's art classes, generally, are held after school and before dinner. After dinner becomes too late in the day for elementary students. That leaves only one window of time to run classes from 3:30 to 5:30 pm</p> <p>So, if the changes go through I will have a maximum of 5 students in a class instead of 6. This is problematic as already I am struggling to make ends meet. If the number of students is reduced I will have to close down my business and find employment elsewhere! I have to run a viable business. Five students will not be enough.</p> <p>Would you please consider increasing the number of students to 8 per session, with a maximum number of 10 students a day. This gives business owners a bit more flexibility.</p> <p>I understand the biggest concerns for the City are with parking. Parents drop off their children and pick them up two hours later. I do not store art materials outside and (because I am working with children) I only use products that are safe.</p> <p>Thank you for your consideration. If you need more information I can be found at:</p>
4	I think this is a good start however would be interested in knowing how often this will be reviewed/monitored etc. as the economy shifts and more and more work at home options become available. I am one of those commuters (financial services professional) to Vancouver and always looking for opportunities to work from home.
5	Looks good but more should be done to make cell phone connectivity and fiber connectivity more efficient.
8	<p>I am not against home businesses in Maple Ridge. In fact I support home businesses. However, my main concern is the parking issue. Currently, with the amount of illegal and legal secondary suites, along with the home businesses that are not licenced, parking in residential neighbourhoods is a major headache and a major concern.</p> <p>In the survey, I have checked off that I support the proposed Type 1 home business updates, however, without adding in parking regulations, I would revoke all support.</p> <p>With regards to the proposed "up to 10 clients per day for Type 1," I would like to see up to 5 clients per day to start with and possibly increase to ten in the future.</p> <p>With regards to "up to 2 employees," I would only support this if the employees were provided off-street parking by the home business. These 2 additional vehicles will be parked in the</p>

neighbourhood for up to 8 hours (or longer) 5 days a week (or longer).

I reiterate that there needs to be some parking regulations in place before I would support any of the proposed updates.

13 You need to increase Inspections and fines for breaking Bylaws

17 I am very pleased with the proposed changes.

In addition there should be assurances in place that limit municipal inspections strictly to the business license applied for: space used, equipment, employees, noise projection etc. A missing dog license or badly installed wood stove should elicit a friendly reminder but have no bearing on issuing the business license.

The fear of getting in trouble for minor infractions of municipal bylaws is the main reason so many people do not apply for a business license. It is easily corrected, and a clearly communicated and easily accessible recourse for applicants should a license not be granted would alleviate a lot of this fear and reluctance.

Equally, the revoking of a business license would have to follow clearly stated regulations, can only be based on the specific home business infractions and a easily and accessible recourse would have to be in place.

23 My full support to creating more jobs in Maple Ridge.

25 There needs to be added clarity with regard to digital-focused businesses. The "office" catchall is a little too vague to account for the rapidly expanding business types/opportunities offered by the internet.

For example: A business that sells small phone accessories where the product is stored in and shipped from the home (garage/shed/etc). There are overarching use cases that aren't wholly covered by the traditional business structures, and the zoning/licensing should put together a more considerate thought to how to handle the growing range of business types in the near future.

26 Are home based business permitted in townhouses? If not they should be, under Type 2.

34 Healthcare professions shouldn't be permitted as home based business.

41 Please don't roll Air B&B into this discussion. This is a separate issue.

44 Long time coming but appreciated none-the-less...would like to see allowable size of home-based signage increased.

49 Traffic flow/parking for neighbours

53 less restrictions - more daily visits allowed & larger groups

55 Not at this time. Thank you for having a inclusive process.

56 I would like to see intermunicipal business licence for non trades businesses - no at home inspection for web only businesses.

57 We want intermunicipal licenses for businesses other than contractors. Please, please, please.

66 Max of at least 12 per day - 6 per session ultimately like 14 per day - 7 per session

67 to include chair massage & reflexology to personal service with certification and insurance.

70 I am pleased to see a certain easing of restrictions. This will be well received by everybody, I am sure.

75 Adequate parking

No late night activities

82 Hours of operation should be discussed so as not to interfere with residential concerns for activities such as weddings etc.

84 No

87 I think it is brilliant to help home businesses move forward! I support these updates to the bylaws.

114 I think these changes are great!

116 Working from home is becoming more prevalent so I believe we need to be ahead of the curve and have rules and by laws in place that support this trend

118 People are running home based businesses from their house already. When you formally open it up, you must

Consider parking. We already have Income

Suits taking up street parking on both sides. We can not safely travel without enough room.

Adding extra staff and patron - multiple visitors at a time the property owner must supply parking in their driveway and how will by-law officers over see the over load ??

Now we will also have commercial vehicles that fill the street as well

It will be overload

- 120 Parking must be on the property of home based business not on street
- 123 Zoning that supports home based businesses supports our ambitions to be an innovative and entrepreneurial hub where we can live and work in the same community. Not just a bedroom & retirement suburb with long commutes over bridges.
- 124 Whatever helps to grow and support small business in our community is a good idea.
- 146 To permit clients to visit home based businesses would greatly help small home businesses grow and allow for a much greater feeling of community in Maple Ridge. Making these visits for clients official would be extremely beneficial due to the lack of commercial locations for small businesses and current economic climate.
- 149 Maple Ridge has not been particularly supportive of business and this should change. Given that a large percentage of Canadians own/operate businesses and the fact that increased government meddling has been shown to directly and negatively affect the potential success of new or existing businesses. Please keep government interference to a minimum. We do not need more bureaucracy, staff, or departments to manage these potential changes re home-based businesses but rather more efficient and customer-oriented behaviour and attitudes by our current bureaucracy. Please do not create another black hole of rude and unhelpful staff in a department full of red tape and incomprehensible regulations. Let's all do our part to support the success of our citizens and the businesses they own/operate that contribute to our town.
- 152 Promote independent businesses by making zoning changes
- 159 I would ensure that applicants understand that they are still subject to abide by the bylaws of their particular strata council if said bylaws say no businesses may be carried on in the units of said strata. One party was "hobby" making cabinets at all hours of the day and it took several years to get rid of him. Others take in children to play piano or violin which travels through the pipes especially in concrete buildings and the "ghost" music travels to disturb other residents, much like loud rock or opera singers. I have had many years experience in dealing with strata and townhouse neighbours attempting to resolve such issues.
- 167 Parking, parking, parking.....
These premises if being used, must be able to provide parking for any increased traffic, and if greater than 1 acre, sufficient parking areas on premises should be allocated before any permits are granted.
- 182 I support the addition of employees in Type 1 beyond 2 if they are remote workers. I'm concerned about the implications of inclusion of accessory space for HBB purposes on Type 2 lots - ie is % of total built square footage or only primary residence.

Field summary for Q17

Please indicate which of the below services, offered by the City of Maple Ridge, are known to you by ticking the appropriate box.

Answer	Count	Percentage
City of Maple Ridge Business Licence Guide (SQ001)	59	33.15%
Intermunicipal Business Licence program (SQ002)	24	13.48%
City of Maple Ridge Business Licence Directory (pdf, updated quarterly) (SQ003)	38	21.35%
Maple Ridge Business Finder (online tool) (SQ004)	35	19.66%
Land Development Application Tool (online tool) (SQ005)	25	14.04%
Not completed or Not displayed	73	41.01%

Field summary for Q18

Would you be interested in any of the following services, if offered by the City?

Answer	Count	Percentage
Home Based Business Information Workshops (SQ001)	54	30.34%
Home Based Business Information Webinars (SQ002)	50	28.09%
Networking Events (SQ003)	52	29.21%
Online business application/licencing and fee payment (SQ004)	60	33.71%
Access to business centre services (e.g. meeting rooms, office spaces, etc) (SQ005)	47	26.40%
Other	2	1.12%
Not completed or Not displayed	63	35.39%

ID	Response
29	Business development support
149	Quite honestly given the huge cost of government providing any service the only service I would support is the creation of an online guide such as a easily accessible permanent step-by-step guide for new businesses related to navigating whatever regulations there are related to starting/maintaining businesses covered by these new rules. This would provide information without ongoing cost and help businesses succeed. Again, and I cannot stress this enough, we do not need more bureaucrats nor more staff nor more departments etc.

Field summary for Q19

Would you be interested in registering for a Coffee Chat with City Staff (15 min Q&A sessions over the phone or in-person) for more information on how the proposed home based business zoning changes may affect you? If yes, please provide your name and either an email or phone number in the comment field below.

Answer	Count	Percentage
No (SQ001)	91	51.12%
Yes (SQ002)	14	7.87%
Other	18	10.11%
Not completed or Not displayed	63	35.39%

Field summary for Q20

Would you be interested in signing-up for the City of Maple Ridge Home Based Business Update E-newsletter? If yes, please provide your email address below.

Answer	Count	Percentage
No (SQ002)	56	31.46%
Yes (SQ001)	43	24.16%
Other	43	24.16%
Not completed or Not displayed	63	35.39%

Field summary for Q21

If you would like to be entered for a chance to win one of several sweepstake prizes, please provide your name and contact information below:

Answer	Count	Percentage
Yes (SQ001)	58	32.58%
Other	64	35.96%
Not completed or Not displayed	63	35.39%



CITY OF MAPLE RIDGE BYLAW NO. 7394-2017

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. No Bylaw 7394-2017”.

2. That PART 2 INTERPRETATION is amended by inserting the following between “Animal Shelter” and “Apartment”:

ANIMAL SERVICES means a use providing individualized services to an animal recipient. Typical services include walking, grooming, dog day care, aqua or physical therapy, and training. Does not include commercial kennels, breeding, and dog boarding.

3. That PART 2 INTERPRETATION is amended by inserting the following between “Boarding” and “Body Rub Studio”:

BODY MODIFICATION means altering a person’s body for nonmedical purposes, and includes but is not limited to piercing, tattooing and micro-pigmentation services.

4. That Part 2 INTERPRETATION definition of “Business Services” is deleted and replaced with:

BUSINESS SERVICES means a use providing services to a business including, but not limited to, information technology and support, desktop publishing, data processing, bookkeeping, internet access, copying and printing services, mailing services, telephone reception and consulting services.

5. That PART 2 INTERPRETATION is amended by inserting the following between “Habitable Room” and “Height”:

HEALTH SERVICES means a use providing medical services to the general public where the practitioner is subject to a College or Association that has been delegated the authority, under provincial legislation, to govern the practice of their members in the public interest, and includes, but is not limited to, audiologists, chiropractors, dentists, nurses, massage therapists, optometrists, physicians and traditional Chinese medicine practitioners.

6. That PART 2 INTERPRETATION is amended by inserting the following between “Home Occupation” and “Housing Agreement”:

HEMECRAFT means a use providing for the small scale production of goods intended for sale, consumption or use by another. Typical uses include, but not limited to, art, photography, jewelry, food, bath and beauty products, clothing and toys.

7. That PART 2 INTERPRETATION is amended by inserting the following between “Net Density” and “Office Use”:

NON-RESIDENT EMPLOYEE means a person receiving or entitled to receive wages or other compensation for work performed for an employer operating a home occupation but is not a resident on the lot. It also includes a person being trained by an employer for an employer’s home occupation.

8. That Part 2 INTERPRETATION definition of “Personal Service” is deleted and replaced with:

PERSONAL SERVICES means a use providing individualized services to a recipient. Including, but not limited to, animal services, barbering, beauty salons, hairdressing, personal wellness, tailoring, shoemaking, dry-cleaning, personal trainers, nutritionists, and weight loss clinics, but excluding overnight boarding of dogs, kennels, adult entertainment and pawnshop use.

9. That Part 2 INTERPRETATION definition of “Professional Services” is deleted and replaced with:

PROFESSIONAL SERVICES means a use providing services to the general public in which the provider of the service is required to be licensed or certified by a self-regulating professional association or by Federal, Provincial, or Municipal authorities and may include, but not be limited to, accountants, architects, engineers, health service providers, insurance and employment agencies, lawyers, planners, real estate agents, and veterinarians.

10. That Part 4, GENERAL REGULATIONS, 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES (4) Home Occupation Use be amended by deleting the existing regulation under Section 402 (4) in their entirety, and inserting the following:

Where permitted, a Home Occupation shall:

- (a) Be entirely enclosed within:
 - (i) A dwelling unit; or
 - (ii) An accessory building.
- (b) Be considered for Agricultural, Residential and CD (Comprehensive Development) zones:
 - (i) A Type 1 Home Occupation where the operation occurs in a multi-family unit, unless otherwise prohibited by this Bylaw; or
 - (ii) A Type 1 Home Occupation where the operation occurs on a lot less than 1,200.0 m² ; or
 - (iii) A Type 2 Home Occupation where the operation occurs on a lot equal to or greater than 1,200.0 m²; or
 - (iv) A Type 3 Home Occupation where the operation occurs on a lot equal to or greater than 0.4 ha, as expressly permitted by this Bylaw.
- (c) Occupy not more than:
 - (i) 30% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to maximum of 50.0 m² in total for Type 1 Home Occupations; or
 - (ii) 45% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to a maximum of 100.0m² in total for Type 2 Home Occupations;

- (d) Be conducted by the resident of the dwelling unit and, provided that non-resident employee parking is accommodated on-site, be permitted up to a maximum of:
 - (i) 2 non-resident employees for Type 1 Home Occupations; or
 - (ii) 3 non-resident employees for Type 2 Home Occupations.
- (e) Be permitted on-site client visits, only by appointment scheduled in advance, up to a maximum of:
 - (i) 10 clients per day for Type 1 Home Occupations; or
 - (ii) 16 clients per day for Type 2 Home Occupations.
- (f) Be permitted, subject to Section 402.4 (e), group sessions up to a maximum of:
 - (i) 6 clients at any one time for Type 1 Home Occupations; and
 - (ii) 8 clients at any one time for Type 2 Home Occupations.
- (g) Be permitted for the following uses:
 - (i) Animal Services, excluding dog day care and for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (ii) Business Services;
 - (iii) Office uses;
 - (iv) Health Services;
 - (v) Homecraft;
 - (vi) Personal Services, excluding dry cleaning;
 - (vii) Professional Services;
 - (viii) Tutoring & Lessons;
 - (ix) Family Day Care, unless otherwise expressly prohibited by this Bylaw. For Neighbourhood Day Care requirements refer to Section 402.10 of this Bylaw; and
 - (x) Off-site, online and mobile-based sales.
- (h) Be permitted the storage on the lot of not more than one vehicle provided that it is used in connection with the home occupation and that such vehicle not be in excess of 3,630.0 kilograms licenced gross vehicle weight and be subject to Section 402.6 of this Bylaw.
- (i) Comply with Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Reg. 171/2002), Section 3(1)(c) and ALC Policy L-07 Home Occupation Use in the ALR.
- (j) Be prohibited for the following uses and/or activities:
 - (i) Body modification;
 - (ii) Assembly use;
 - (iii) Orchestra and band training;
 - (iv) A family daycare use within a dwelling unit in the RM-2 (Medium Density Apartment Residential), RM-3 (Medium/High Density Apartment Residential), an apartment use within RM-4 (Multiple Family Residential), RM-5 (Low Density Apartment Residential), RM-6 (High Density Apartment Residential), C and CS zones.
 - (v) The unenclosed storage or display of raw materials, components, or stock-in-trade;
 - (vi) The retail sale of goods or products where customers enter the premises to inspect purchase or take possession of goods without making an appointment in advance;
 - (vii) The discharge or emit odorous, noxious or toxic matter or vapours, heat, glare, noise or radiation, or recurrently generated ground vibrations;
 - (viii) The generation of traffic congestion, electrical interference, fire hazards or health hazards;

- (ix) The use of mechanical or electrical equipment except as is ordinarily employed in purely domestic and household use, or recreational hobbies, or office uses; and
- (x) The external structural alteration to the principal building, ensuring that there shall be no exterior indication that the building is used for a purpose other than a residential use, except for signage permitted in accordance with Maple Ridge Sign Bylaw No. 6830-2011.

11. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 2016.

READ a second time the day of , 2016.

READ a third time the day of , 2016.

ADOPTED the day of , 2016.

PRESIDING MEMBER

CORPORATE OFFICER