

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge Development Permit Delegation Bylaw No. 6478-2007
2. Maple Ridge Development Permit Delegation Amending Bylaw No. 7595-2019

Individual copies of any of the above bylaws can be obtained by contacting the Clerk's Department.

City of Maple Ridge

Bylaw No. 6478 – 2007

Maple Ridge Development Permit Delegation Bylaw

The Council of the City of Maple Ridge, in open meeting assembled, enacts as follows:

Citation

1. This Bylaw may be cited as "Maple Ridge Development Permit Delegation Bylaw No. 6478 - 2007".

Delegation of Powers Respecting Environmental and Wildfire Development Permit Areas

- 7595-2019
2. Council hereby delegates to the Director of Planning, or in that person's absence, the Manager of Development and Environmental Services, all of Council's powers, duties and functions under Sections 489, 502, 504, and 501 of the Local Government Act in respect of all development permit areas designated under s. 488 (1) (a) and (b) of that Act;
 3. Where the delegatee requires security in respect of a development permit issued under Section 2, the delegatee should determine the security having regard to the cost of the works, construction or other activities for which the security is required.

7595-2019

Delegation of Small Scale Development Permits

4. Council hereby delegates to the Director of Planning, or in that persons absence, the Manager of Development and Environmental Services, the power to issue a development permit under Section 488 (1) (e), (f) of the Local Government Act or by a delegatee under this Bylaw.
5. The delegatee shall not issue a development permit under Section 4, unless the delegatee considers that the amendment is a "small scale development permit" that conforms with the guidelines attached as Schedule A.
6. An application for a "small scale development permit" shall be made in a form satisfactory to the delegatee and shall be accompanied by such information as the delegatee considers necessary to appropriately review the application.

Delegation of Minor Amendment Powers

- 7595-2019
7. Council hereby delegates to the Director of Planning, or in that persons absence, the Manager of Development and Environmental Services, the power to amend any development permit issued by Council under Section 489 of the Local Government Act or by a delegatee under this Bylaw.
 8. The delegatee shall not amend a development permit under Section 7, unless the delegatee considers that the amendment is a minor amendment that conforms with the guidelines attached as Schedule A.
 9. An application for a minor amendment shall be made in a form satisfactory to the delegatee and shall be accompanied by such information as the delegatee considers necessary to enable him or her to appropriately review the application.

Reconsideration by Council

10. All of the following apply to any decision by a delegate under this Bylaw:

- a) Any owner of property that is subject to a decision under this Bylaw who is dissatisfied with the decision is entitled to have the decision reconsidered by Council in accordance with this Section;
- b) Any owner who wishes to have a decision reconsidered by Council must apply for the reconsideration by delivering written notice of the request for reconsideration to the Corporate Officer within 30 days after the decision is communicated in writing to the owner, and provide
 - i) the name of the delegatee who made the decision, the date of the decision and the nature of the decision;
 - ii) reasons why the owner wishes the decision to be reconsidered by Council;
 - iii) the decision the owner requests be made by Council, with brief reasons in support of the requested decision; and
 - iv) a copy of any materials considered by the owner to be relevant to the reconsideration by Council.
- c) A reconsideration application must be considered by Council at a regular meeting of Council;
- d) The Corporate Officer must:

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- i) place each reconsideration application on the agenda for a regular meeting of Council in accordance with Section 10(c);
 - ii) give notice of each reconsideration by Council in accordance with any notice requirements in respect of the original application that are set out in the Maple Ridge Development Procedures Bylaw or the Local Government Act; and
 - iii) before each reconsideration by Council, deliver to each Council member a copy of the materials that were considered by the delegatee in making the decision that is to be reconsidered.
 - e) In reconsidering a decision the Council must consider the material that was considered by the delegatee in making the decision;

- f) Council is entitled to adjourn a reconsideration of a decision.
- g) After having reconsidered a decision, Council may either confirm the decision or may set aside the decision and substitute the decision of Council.

“Schedule A attached hereto”

READ a first time this 28th day of June, 2007.

READ a second time this 28th day of June, 2007.

READ a third time this 28th day of June, 2007.

RECONSIDERED AND ADOPTED this 13th day of November, 2007.

MAYOR

CORPORATE OFFICER

Schedule "A"

GUIDELINES FOR CONSIDERATION OF

Small Scale Development Permits and Minor Amendments to Development Permits

Introduction

These criteria are intended as a guide for review of small scale development permits and minor changes to approved development permit drawings, which will not result in the need for Council consideration.

Small scale development permits: Small scale development permits are those with an estimated cost of construction of less than \$500,000.00. All application requirements for development permits will also pertain to small scale development permits.

Minor amendments to development permits: In order to qualify as a minor amendment to a development permit, the criteria do not include modifications to the basic form and character of a development and will not involve impact to adjacent properties and the streetscape. Proposed modifications should enhance the project and should not change the basic site planning and urban design details.

Applicants should identify all required modifications from the original Development Permit submission, at the building permit review stage, to allow the total impact of proposed changes to be assessed. This assessment is not intended for approval of modifications which have already been constructed.

Criteria

Small Scale Development Permit: In order to qualify as a small scale development application, the applicant must include the estimated cost of construction in the development permit application.

Minor Amendment to a development permit: In order to be considered for minor amendment, the following criteria must be met:

1. Proposed modifications must not require any new development variances or increase approved variances.
2. The density as defined in the applicable zoning category of the development must not be increased beyond the level specified in the approved Development Permit.
3. Proposed modifications must not alter elements that were controversial or that attracted considerable discussion from the public, staff, Advisory Design Panel, or Council during the original Development Permit process.
4. Proposed exterior modifications must maintain or enhance the quality of the development and must retain the basic form and character of the development.
5. Modifications should not alter the approved lot coverage, siting, scale, spacing, or configuration of buildings, with the exception of minor changes and additions to buildings to accommodate Building Code or servicing requirements.

6. Approved open space and amenity areas should be maintained; proposed changes to landscaping detail should be minor in nature and of equivalent value to approved plans.
7. Proposed changes to the location and configuration of vehicle access and parking areas should be minor in nature.
8. Proposed modifications must not contravene the applicable Development Permit Area Guidelines and Objectives.