

City of Maple Ridge

**COMMITTEE OF THE WHOLE  
AGENDA  
April 2, 2019  
1:30 p.m.  
Council Chamber**

*Committee of the Whole is the initial venue for review of issues. No voting takes place on bylaws or resolutions. A decision is made to send an item to Council for debate and vote or to send an item back to staff for more information or clarification before proceeding to Council. The meeting is live streamed and recorded by the City of Maple Ridge.*

**Chair: Acting Mayor**

1. **CALL TO ORDER**
2. **ADOPTION AND RECEIPT OF MINUTES**
  - 2.1 Minutes of the Committee of the Whole Meeting of March 19, 2019
3. **DELEGATIONS/STAFF PRESENTATIONS – (10 minutes each)**
4. **PUBLIC WORKS AND DEVELOPMENT SERVICES**

**Note:**

- *Owners and/or Agents of development applications on this agenda may be permitted to speak to their item with a time limit of 10 minutes.*
- *The following items have been numbered to correspond with the Council Agenda where further debate and voting will take place, upon Council decision to forward them to that venue.*

**1101 2019-055-RZ, 11839 267 Street & 11795 267 Street, RS-3 to RS-2**

Staff report dated April 2, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7539-2019 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 16 lot subdivision be given first reading and that the applicant provide further information as described on Schedules A,B,D,F & G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

**1102 2019-048-DVP, 12621 Ansell Street**

Staff report dated April 2, 2019 recommending that the Corporate Officer be authorized to sign and seal 2019-048-DVP respecting property located at 12621 Ansell Street.

**1103 2016-009-DP, 23729 Dewdney Trunk Road**

Staff report dated April 2, 2019 recommending that the Corporate Officer be authorized to sign and seal 2016-009-DP respecting property located at 23729 Dewdney Trunk Road.

**5. CORPORATE SERVICES**

**1131 Maple Ridge Filming Fees Amending Bylaw No. 7538-2019**

Staff report dated April 2, 2019 recommending that Filming Fees Amending Bylaw No. 7538-2019 to bring the fees and charges to a level consistent with surrounding municipalities be given first, second and third readings.

**6. PARKS, RECREATION & CULTURE**

**1151 Contract Award for Parks Grass Mowing and Trimming Services**

Staff report dated April 2, 2019 recommending that Contract ITT-PL18-85 for Parks Mowing and Trimming Services be awarded to Vale Lawn and Garden Care Ltd. for a two year term, in the amount of \$224,700 plus a contingency amount of \$6,700 for other mowing services that may be required up to April 30, 2021.

**1152 Contract Award for the Telosky Fieldhouse Construction**

Staff report dated April 2, 2019 recommending that Contract ITT-PL19-2 for the Fieldhouse Construction at Telosky Stadium be awarded to Golden Globe Construction Ltd. in the amount of \$1,168,000 plus taxes and that a contingency of \$195,000 be established and that the Corporate Officer be authorized to execute the contract.

7. **ADMINISTRATION (including Fire and Police)**
8. **OTHER COMMITTEE ISSUES**
9. **ADJOURNMENT**
10. **COMMUNITY FORUM**

#### COMMUNITY FORUM

The Community Forum provides the public with an opportunity to speak with Council on items that are of concern to them, with the exception of Public Hearing bylaws that have not yet reached conclusion.

Each person will be permitted 2 minutes to speak or ask questions (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to the individual members of Council. The total time for this Forum is limited to 15 minutes.

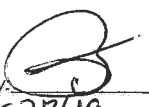
If a question cannot be answered, the speaker will be advised when and how a response will be given.

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

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

For more information on these opportunities contact:

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

Checked by:   
Date: Mar 27/19

2.0 Minutes

**2.0**

City of Maple Ridge

**COMMITTEE OF THE WHOLE MEETING**

**MINUTES**

March 19, 2019  
1:30 p.m.  
Council Chamber

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<b>PRESENT</b>	<i>Appointed Staff</i>
<i>Elected Officials</i>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	F. Quinn, General Manager Public Works and Development Services
Councillor J. Dueck	D. Boag, Acting General Manager Parks, Recreation and Community Engagement
Councillor K. Duncan	L. Benson, Director of Corporate Administration
Councillor C. Meadus	C. Nolan, Director of Finance
Councillor Robson	C. Carter, Director of Planning
Councillor R. Svendsen	<i>Other Staff as Required</i>
Councillor A. Yousef	D. Pollock, Municipal Engineer
	C. Goddard, Manager of Development and Environmental Services
	A. Kopystynski, Planner 2, Development and Environmental Services
	D. Hall, Planner 1, Development and Environmental Services
	R. Stott, Environmental Planner 2, Development and Environmental

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1. **CALL TO ORDER**

Councillor Kirsten Duncan, Presiding Member, called the meeting to order at 1:34 p.m.  
Councillor Duncan advised on the procedural rules for the meeting.

2. **ADOPTION AND RECEIPT OF MINUTES**

2.1 Minutes of the Committee of the Whole Meeting of March 5, 2019

It was moved and seconded

That the minutes of the March 5, 2019 Committee of the Whole Meeting be adopted.

CARRIED

3. *DELEGATIONS/STAFF PRESENTATIONS – Nil*

4. *PUBLIC WORKS AND DEVELOPMENT SERVICES*

1101 2018-498-RZ, 21640 124 Avenue, RS-1 to RT-2

Staff report dated March 19, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7533-2019 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) for a 4 unit Courtyard residential project be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

A. Kopystynski, Planner 2, Development and Environmental Services, gave a PowerPoint presentation including the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Elevation Plans
- Staff Recommendation

Staff answered questions relative to mail boxes and resident parking.

It was moved and seconded

That the staff report dated March 19, 2019 titled "First Reading, Zone Amending Bylaw No. 7533-2019, 21640 124 Avenue" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1102 2017-124-RZ, 12555, 12599, 12516 240 Street and 12511 241 Street, RS-3 to RS-2

Staff report dated March 19, 2019 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7537-2019 to adjust the areas designated *Conservation* be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7343-2017 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 26 lot subdivision and a 8.19 hectare (20

acre) park dedication be given second reading and be forwarded to Public Hearing.

D. Hall, Planner 1, Development and Environmental Services, advised that the applicant and qualified professionals were in the audience to answer any specific questions of Council. Ms. Hall then gave a PowerPoint presentation including the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Rationale for Density Bonus
- Proposed Site Plan
- Proposed Bridge
- Staff Recommendation

Staff answered questions in relation to:

- trails linking to the hot rocks area;
- parkland designation;
- peer review process;
- geotechnical and flood plain concerns; and,
- lot size options for the proposed development

Don Bowins of DB Bowins and Associates introduced himself and provided a brief history of his experience. Mr. Bowins spoke to Council relative to flood plain concerns and affects to surrounding residents. He provided background on the hydraulic study, flood plain study and geotechnical reports. He addressed the question relative to the number of lots planned advising that the development would still be tied to the same Provincial and Municipal fill regulations regardless of the number of lots.

It was moved and seconded

**That the staff report dated March 19, 2019 titled "First and Second Reading - Official Community Plan Amending Bylaw No. 7537-2019; Second Reading - Zone Amending Bylaw No. 7343-2017; 12555, 12599 & 12516 240<sup>th</sup> Street, and 12511 241 Street" be forwarded to the Council Meeting of March 19, 2019.**

CARRIED

Councillor G. Robson – OPPOSED

### 1103 Aquifer Mapping Update

Staff report dated March 19, 2019 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7511-2018 to amend figure 7 Aquifer Map be given first reading.

C. Carter, Director of Planning, provided Council with introduction and explanation of the nature of the item. Ms. Carter advised that the map was included in the OCP as a reference document at the request of residents and the approval of the Council of the day. Ms. Carter then advised of the approval process for the item.

R. Stott, Environmental Planner 2, gave a PowerPoint presentation including the following information:

- Information
- Background and Provincial Vulnerable Aquifers definition
- Groundwater Falls Under Provincial Jurisdiction clarification
- Municipal Context 2006 OCP recognized dependency on ground water; water resource component of OCP; and, quality and quantity of water;
- Rationale for update and history of aquifer mapping
- Current OCP Aquifer Map Figure 7
- Updated Provincial Aquifer Map 7a does not include areas on city water now not identified on current map
- Proposed City Aquifer Map 7b
- Proposed consultation process to include local community advisory panels, the Urban Development Institute, First Nations, other advisory boards, and general public through workshops to gather comments.

Staff answered questions relative to the need for the map inclusion in the OCP and the jurisdiction of ground water/aquifers.

Council discussed the inclusion of the map in the OCP, given it is prepared by and under the jurisdiction of the Province, and whether or not the map should continue to be included in the City's OCP.

Staff answered questions relative to the Thornhill Urban Reserve and water connection to this area of the City.

It was moved and seconded

That staff eliminate map 7 from Official Community Plan and refer to the Provincial map.

The motion was withdrawn by majority consent.



It was moved and seconded

That the staff report dated March 19, 2019 titled "First Reading OCP Amending Bylaw No. 7511-2018; Aquifer Mapping Update" be forwarded to the Council Meeting of March 19, 2019.

DEFEATED

Councillor C. Meadus, Councillor G. Robson, Councillor R. Svendsen, Councillor J. Dueck, Councillor A. Yousef - OPPOSED

It was moved and seconded

That staff prepare a new amending bylaw and report to remove map Figure 7 (Aquifer) from the OCP and replace the map with language to clarify that groundwater sources are under the jurisdiction of the Province and to refer to the Provincial government regarding aquifers in the community.

CARRIED

Councillor K. Duncan - OPPOSED

#### 1104 2016-009-DVP, 23729 Dewdney Trunk Road

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2016-009-DVP respecting property located at 23729 Dewdney Trunk Road.

The Corporate Officer advised that 183 letters sent out and at the time of the meeting no responses had been received.

Staff answered questions relative to the possibility of a left turn lane and other access possibilities into the proposed development.

Councillor A. Yousef left the meeting at 2:46 p.m.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Variance Permit, 23729 Dewdney Trunk Road" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

#### 1105 2018-200-DVP, 23525 Dogwood Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2018-200-DVP respecting property located at 23525 Dogwood Avenue.

The Corporate Officer advised that 8 letters sent out and at the time of the meeting no responses had been received.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Variance Permit, 23525 Dogwood Avenue" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1106 2017-078-DVP, 22368 North Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2017-078-DVP respecting property located at 22368 North Avenue.

Staff answered questions relative to parking concerns.

Councillor A.Yousef returned to the meeting at 2:49 p.m.

Councillor G. Robson left the meeting at 2:52 p.m.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Variance Permit, 22368 North Avenue" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1107 2017-078-DP, 22368 North Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2017-078-DP respecting property located at 22368 North Avenue.

Staff advised that the proposed development had been reviewed and supported by Advisory Design Panel.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Permit, 22368 North Avenue" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1108 2013-117-DP, 12182 228 Street

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2013-117-DP respecting property located at 12182 228 Street.

Staff advised that the proposed development complies with Development Permit Guidelines.

Councillor G. Robson returned to the meeting at 2:53 p.m.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Permit, 12182 228 Street" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1109 2019-069-DP, 22255 Dewdney Trunk Road

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign the Cancellation of Charges Application to discharge the notice of previously issued development permits 2017-061-DP and that the Corporate Officer be authorized to sign and seal 2019-069-DP respecting property located at 22255 Dewdney Trunk Road.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Development Permit, 22255 Dewdney Trunk Road" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

1110 Contract Award: Pavement Rehabilitation Program

Staff report dated March 19, 2019 recommending that the extension for the 2016 contract for Pavement Rehabilitation be awarded to BA Blacktop Ltd. in the amount of \$1,565,969.03 excluding taxes and that additional work locations may be added under the extra work provisions in the contract up to \$600,000 and that the Corporate Officer be authorized to sign the contract up to the maximum amount of \$1,565,969.03 plus the extra work provisions.

Staff responded to concerns in relation to the procurement process and purchasing policy advising that this is on the Council Workplan. Staff advised that the company was used last year and did a great job and stayed on budget.

It was moved and seconded

That the staff report dated March 19, 2019 titled "Contract Award: Pavement Rehabilitation Program" be forwarded to the Council Meeting of March 19, 2019.

CARRIED

5. *CORPORATE SERVICES* – Nil
6. *PARKS, RECREATION & CULTURE* – Nil
7. *ADMINISTRATION (including Fire and Police)* – Nil
8. *OTHER COMMITTEE ISSUES* – Nil
9. *ADJOURNMENT* 2:58 p.m.

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Councillor Kirsten Duncan  
Presiding Member of the Committee

**City of Maple Ridge**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** First Reading  
Zone Amending Bylaw No. 7539-2019  
11839 267 Street & 11795 267 Street

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2019-055-RZ  
**MEETING:** C o W

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**EXECUTIVE SUMMARY:**

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 16 lot subdivision with parcel sizes ranging from 4000 square metres (1 acre) to 4,489 square metres (1.1 acres).

The proposed RS-2 Zoning aligns with the Suburban Residential designation, but has been discussed extensively by Council. Previous Councils have expressed concern about allowing residential development outside of the Urban Area Boundary and have previously denied applications for this purpose. On September 5, 2017, Council reaffirmed the Suburban Residential designation with the following resolution:

*That no changes be made to the current policies in the Official Community Plan for Estate Suburban Residential and Suburban Residential Land Use Designations, as discussed in the Council report dated September 5, 2017.*

On this basis, this proposal remains consistent with the Official Community Plan. To proceed further with this application additional information is required as outlined below.

Pursuant to Council resolution, this application is subject to the Community Amenity Contribution Program.

**RECOMMENDATIONS:**

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

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

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

That Zone Amending Bylaw No. 7539-2019 be given first reading; and

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

#### **DISCUSSION:**

##### **a) Background Context:**

Applicant:	Aplin & Martin Consultants David Laird
Legal Description:	Lot: 2, Section: 18, Township: 15, Plan: NWP7439 Lot: 4, Section: 18, Township: 15, Plan: NWP5612
OCP:	
Existing:	Suburban Residential
Proposed:	Suburban Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-2 (One Family Suburban Residential)
Surrounding Uses:	
North:	Use: Rural Residential Zone: RS-3 One Family Rural Residential Designation: Suburban Residential
South:	Use: Park (Kanaka Creek Regional Park) Zone: RS-3 One Family Rural Residential Designation: Park
East:	Use: 2 parcels, rural residential Zone: RS-3 One Family Rural Residential Designation: Suburban Residential
West:	Use: 2 parcels, 1 vacant, 1 rural residential Zone: RS-3 One Family Rural Residential Designation: Agricultural and Suburban Residential
Existing Use of Properties	Rural Residential:
Proposed Use of Property:	Suburban Residential
Site Area:	7.080 HA. HA (17.3 acres)
Access:	267 Street
Servicing requirement:	Suburban Standard

##### **b) Site Characteristics:**

The subject properties are designated Suburban Residential. The Southwest boundary of the site is adjacent to the Agricultural Land Reserve, and Kanaka Creek Regional Park intersects at the

Southeast corner. A watercourse traverses the site along its eastern edge and the north portion of its western edge. The site is also within the vicinity of the Whonnock Aquifer.

This rezoning application is in support of a 16 lot subdivision of RS-2 One Family Suburban Residential parcels. Each of the two subject properties has an existing house, and both dwellings are proposed to be retained with this proposal. The proposed road layout for this development will enable the development potential for adjacent properties that are also designated Suburban Residential. This development proposal is consistent with the Suburban Residential land use designation of the subject property.

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

**c) Planning Analysis:**

**Official Community Plan:**

The development site is designated Suburban Residential and this proposal for rezoning to RS-2 Suburban Residential is consistent with its designation. However, portions of the site will need to be designated as conservation for watercourse and natural features protection purposes, therefore triggering the need for an amendment to the Official Community Plan. Due to the proximity of the site to the Agricultural Land Reserve, to watercourses (which are protected through a development permit), to the Kanaka Creek Regional Plan, and the Whonnock Aquifer, additional policies within the Official Community Plan are pertinent to this application and could impact its developable area. These policies are described below.

**Agricultural Land Reserve.** As the southern property is adjacent to the Agricultural Land Reserve at its west property line, the Agricultural policies of the Official Community Plan are pertinent, in particular Policy 6-12 b) and c), as follows:

Maple Ridge will protect the productivity of its agricultural land by:

- a) requiring agricultural impact assessments (AIAs) and Groundwater Impact Assessment of non-farm development and infrastructure projects and identifying measures to off-set impacts on agricultural capability;*
- b) preserving larger farm units and areas by using appropriate buffers such as roads, topographic features, watercourses, ditching, fencing, or gradually reduced residential densities on properties adjacent to agricultural land.*

As outlined in the Official Community Plan, an agricultural impact assessment and a groundwater impact assessment will be required as a condition of Final Reading for this application.

**Kanaka Creek Regional Park.** Policy 5-7 of the Official Community Plan recognizes the role of senior agencies in managing the City's natural resources, as follows:

*Maple Ridge will work in co-operation with Regional, Provincial, and Federal authorities and plans that contribute to the management and protection of the*

*District's natural features, and many include but are not limited to the Blue Mountain Provincial Forest Recreation Management Strategy, Blaney Bog Regional Park, the Kanaka Creek Regional Park Management Plan, and the policies and regulations of the Agricultural Land Commission.*

In order to meet this objective, this development application will be referred to the parks planning section of Metro Vancouver prior to Second Reading.

**Whonnock Aquifer.** Aquifers fall under the jurisdiction of the Province of BC which identifies the subject site as part of a Provincial designated vulnerable aquifer. The Province has recently updated their information on aquifers and is the most current information source for Provincial aquifer mapping.

In Section 5.4 "Water Resources" of the City's Official Community Plan (OCP), the City recognizes the importance of groundwater as a significant source of drinking water in non-urban areas. A range of policies are included in this section that promote the protection, maintenance, and restoration of groundwater quality. In particular, Policy Policy 5-37 is pertinent, as follows:

*Maple Ridge will require an evaluation of groundwater flows, conducted by a qualified environmental professional, for new development that is adjacent to areas reliant on well water. Development proposals that cannot ensure adequate groundwater flows, sufficient water quality or mitigate potential impacts to existing and surrounding well water systems will not be supported.*

**Zoning Bylaw:**

The current application proposes to rezone the properties located at 11839 267 Street and 11795 267 Street from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit a 16 lot subdivision. The minimum lot size for the current RS-3 zone is 0.8 hectares (with community water), and the minimum lot size for the proposed RS-2 (One Family Suburban Residential) zone is 0.4 hectares. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

**Community Amenity Contribution Program:**

On March 14, 2016, Council endorsed the Community Amenity Contribution Program (Policy 6.31). This program is geared towards securing funding to meet community needs and objectives that would not typically be provided for by private sector interests. Certain exemptions have been established, but the program sets contributions rates that are applied as a condition of zoning. This development will be subject to the Policy. For single family developments, the contribution rate is \$5100 per single family lot created.

**Development Permits:**

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



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

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

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

**Development Information Meeting:**

In accordance with Council Policy 6.20, a Development Information Meeting is required for this application as more than 5 dwelling units are proposed .

**d) Interdepartmental Implications:**

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) Fisheries & Oceans Canada;
- g) Ministry of Environment; and
- h) Canada Post.
- i) Metro Vancouver Regional Parks Division.

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

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading. It should be noted, however, that the subject properties will be served by on-site septic disposal as well as community water. A qualified professional will be required to assess the capacity of the site for septic disposal.

**e) Early and Ongoing Consultation:**

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment. In addition, a public hearing will be required after this application has received second reading.

**f) Development Applications:**

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule B or Schedule C);
3. A Watercourse Protection Development Permit Application (Schedule F);
4. A Natural Features Development Permit Application (Schedule G); and
5. A Subdivision Application.

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

**CONCLUSION:**

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

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

"Original signed by Chuck Goddard" for

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**Prepared by: Diana Hall, M.A, MCIP, RPP  
Planner 2**

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Kelly Swift"

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**Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer**

The following appendices are attached hereto:

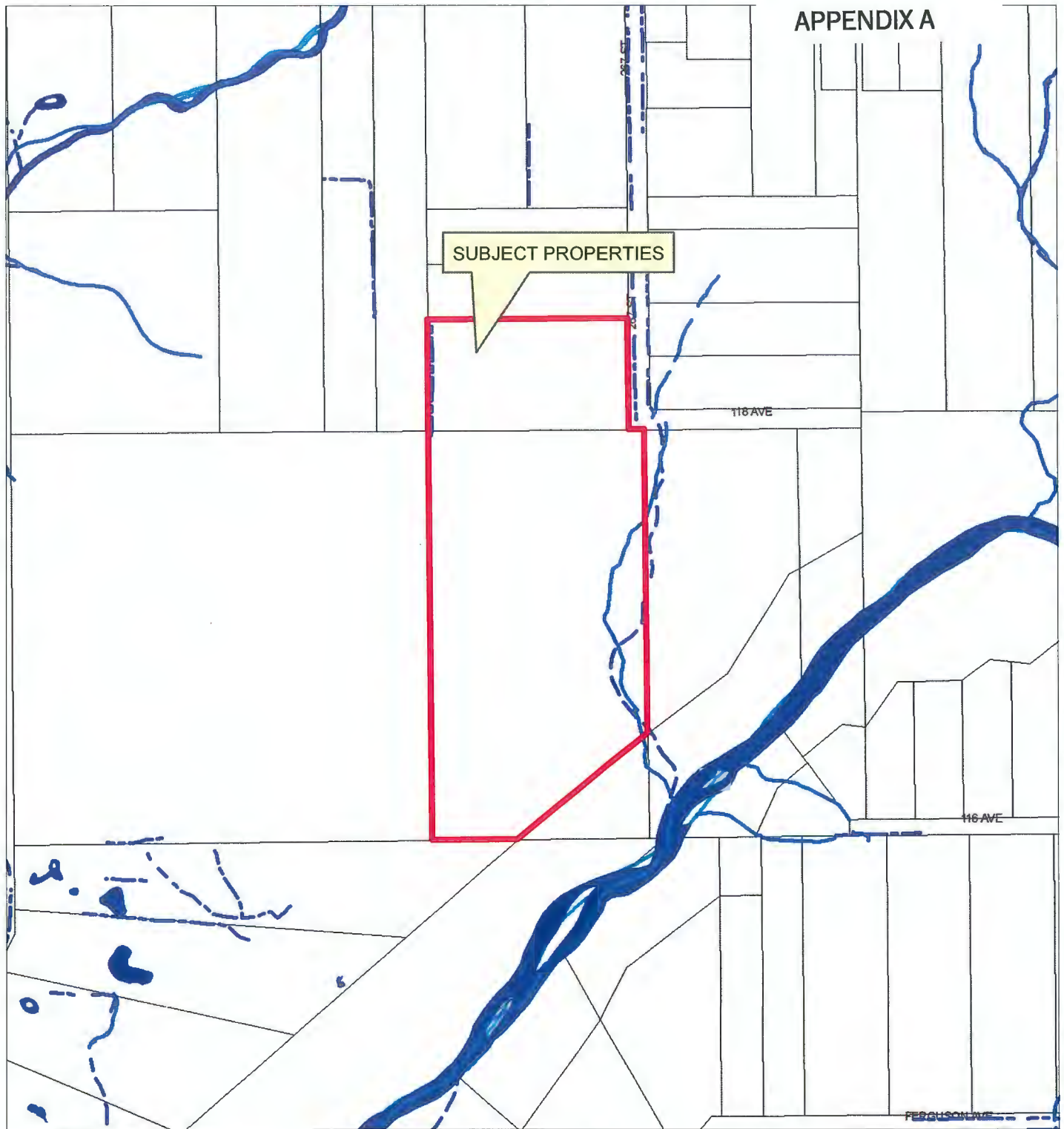
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7539-2019

Appendix D – Proposed Site Plan

# APPENDIX A



Scale: 1:5,000

## Legend

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

11795 267 St, PID 007-976-640  
11839 267 St, PID 011-231-386

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

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

FILE: 2019-055-RZ

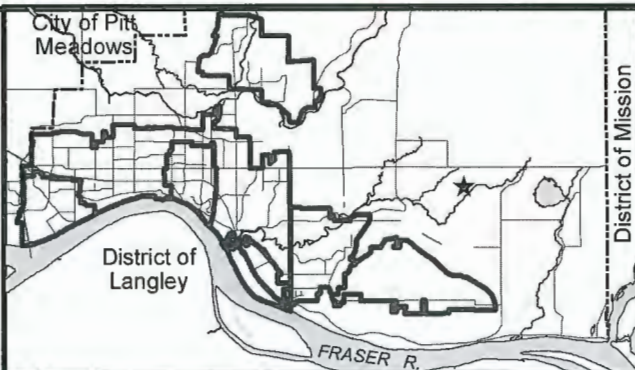
DATE: Feb 14, 2019

BY: MC





Scale: 1:5,000



11795 267 St, PID 007-976-640  
11839 267 St, PID 011-231-386

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

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

FILE: 2019-055-RZ

DATE: Feb 14, 2019

BY: MC

**CITY OF MAPLE RIDGE  
BYLAW NO. 7539-2019**

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7539-2019."

Lot 2 Section 18 Township 15 New Westminster District Plan 7439;

and outlined in heavy black line on Map No. 1793 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RS-2 (One Family Suburban Residential).

**READ** a first time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**READ** a second time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**PUBLIC HEARING** held the      day of      , 20

**READ** a third time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**ADOPTED,** the            day of            , 20

**PRESIDING MEMBER**

CORPORATE OFFICER





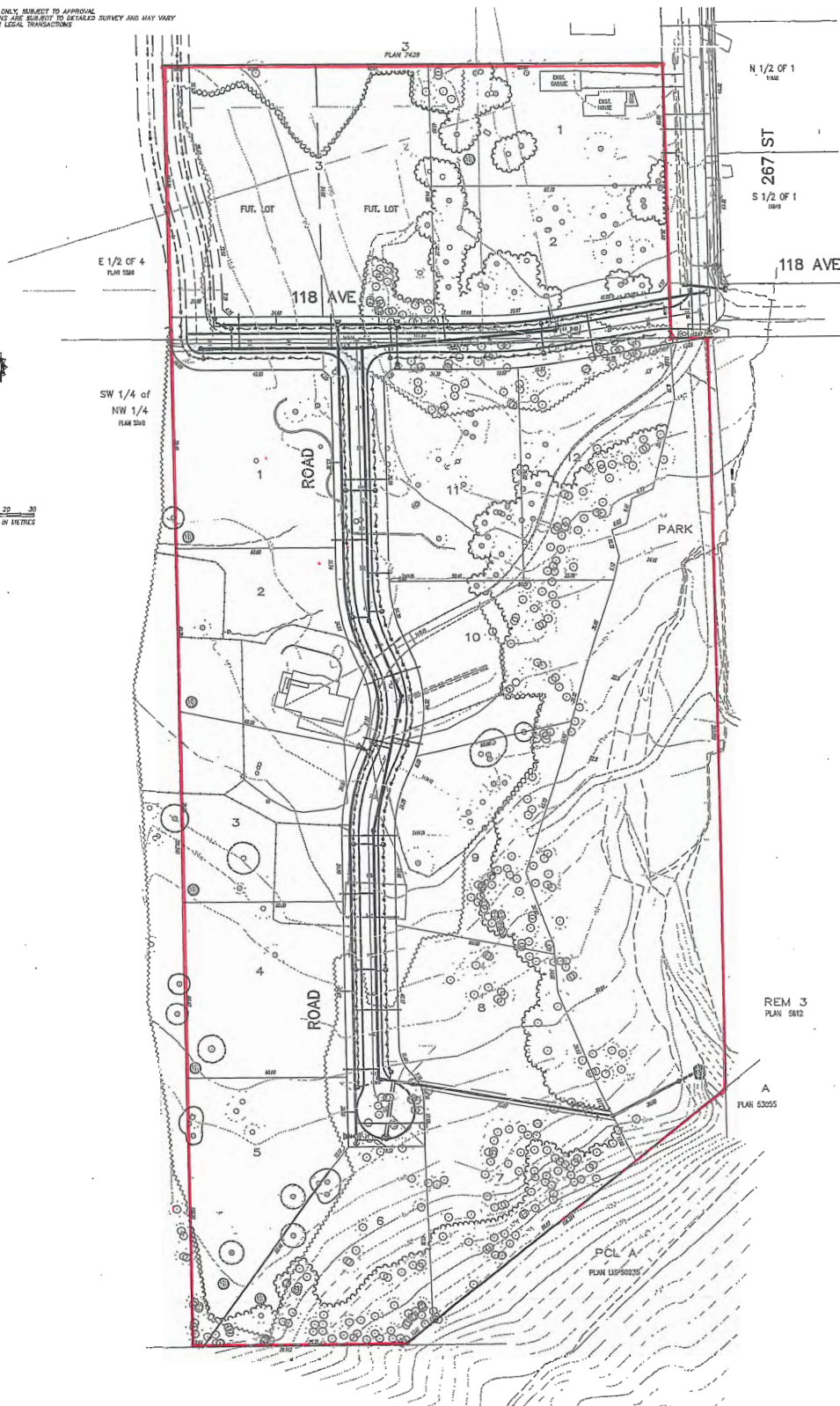
PROPOSED SUBDIVISION OF LOT 4 EXCEPT<sup>TM</sup> PARCEL A (STATUTORY  
RIGHT OF WAY PLAN LMP50235) PLAN 5612 AND  
LOT 2 PLAN 7439  
ALL OF SECTION 18 TOWNSHIP 15 NEW WESTMINSTER DISTRICT

OWNER ADDRESS:  
11780 267th Street, Maple Ridge, B.C.  
P.O. 207-979-640  
11820 267th Street, Maple Ridge, B.C.  
P.O. 207-979-640

ALL LOTS COMPLY WITH RS-2  
- MINIMUM AREA: 0.40HA (4000 Sq.m.)  
- MINIMUM LOT WIDTH: 36.0m  
- MINIMUM LOT DEPTH: 60.0m  
\*\* LOT 9 WILL REQUIRE A D.V.P. MIN DEPTH 52.35m

## NOTES

- PRELIMINARY LAYOUT ONLY, SUBJECT TO APPROVAL
- AREAS AND DIMENSIONS ARE SUBJECT TO DETAILED SURVEY AND MAY VARY
- NOT TO BE USED FOR LEGAL TRANSACTIONS



**City of Maple Ridge**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Development Variance Permit  
12621 Ansell Street

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2019-048-DVP  
**MEETING:** C o W

---

**EXECUTIVE SUMMARY:**

Development Variance Permit application 2019-048-DVP has been received in conjunction with a Building Permit application to permit a new Single Family dwelling. The requested variance is to vary the required road carriageway width on Ansell Street and 126 Avenue from 7m (23.0 ft.) to the existing 6m (19.7 ft.). It is recommended that Development Variance Permit 2019-048-DVP be approved.

**RECOMMENDATION:**

That the Corporate Officer be authorized to sign and seal 2019-048-DVP respecting property located at 12621 Ansell Street.

**DISCUSSION:**

**a) Background Context**

Applicant:	K. Loewen, Ridge Dream Homes
Legal Description:	Lot 2, Section 22, Township 12, New Westminster District Plan 72087
OCP :	
Existing:	Estate Suburban Residential
Proposed:	Estate Suburban Residential
Zoning:	
Existing:	RS-2 (One Family Suburban Residential)
Proposed:	RS-2 (One Family Suburban Residential)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Estate Suburban Residential
South:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Estate Suburban Residential
East:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Estate Suburban Residential



West:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Estate Suburban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Lot Size:		0.4 ha (1 acre)
Access:		126 Avenue
Servicing:		Rural Standard

**b) Project Description:**

The subject property, located at 12621 Ansell Street, is located on the north-west corner of the intersection of Ansell Street and 126 Avenue. The property slopes slightly to the west, and is surrounded by single family residential lots (see Appendices A and B).

**c) Requested Variance:**

1. *Subdivision and Development Services Bylaw No. 4800 – 1993, City of Maple Ridge Design and Construction Documents – Part 4: Supplementary Standard Detail Drawings:*  
To reduce the minimum road carriageway for a rural local road from 7m (23.0 ft.) to the existing 6m (19.7 ft.) along Ansell Street and 126 Avenue.

**d) Planning Analysis:**

The *Maple Ridge Zoning Bylaw No. 3510 – 1985* establishes general minimum and maximum regulations for single family development. The *Subdivision and Development Services Bylaw No. 4800-1993* establishes regulations and servicing standards that must be achieved or varied in order to subdivide and develop land within the City of Maple Ridge. A Development Variance Permit allows Council some flexibility in the approval process.

The applicant is proposing to vary the minimum road carriageway width from 7m (23.0 ft.) to 6m (19.7 ft.), to keep it as it is currently constructed along Ansell Street and 126 Avenue (see Appendix B). The existing asphalt widths are adequate for the traffic volumes for this area.

**e) Interdepartmental Implications:**

The Engineering Department supports the variance as the existing asphalt widths are adequate for the traffic volumes for this area. The secondary access off of Ansell Street will need to be removed. The 126 Avenue access is proposed to remain and this is acceptable.

**CONCLUSION:**

The proposed variance is supportable as the existing asphalt widths are adequate for the traffic volumes for this area.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2019-048-DVP.

"Original signed by Michelle Baski"

---

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

"Original signed by Christine Carter"

---

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

"Original signed by Frank Quinn"

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

"Original signed by Kelly Swift"

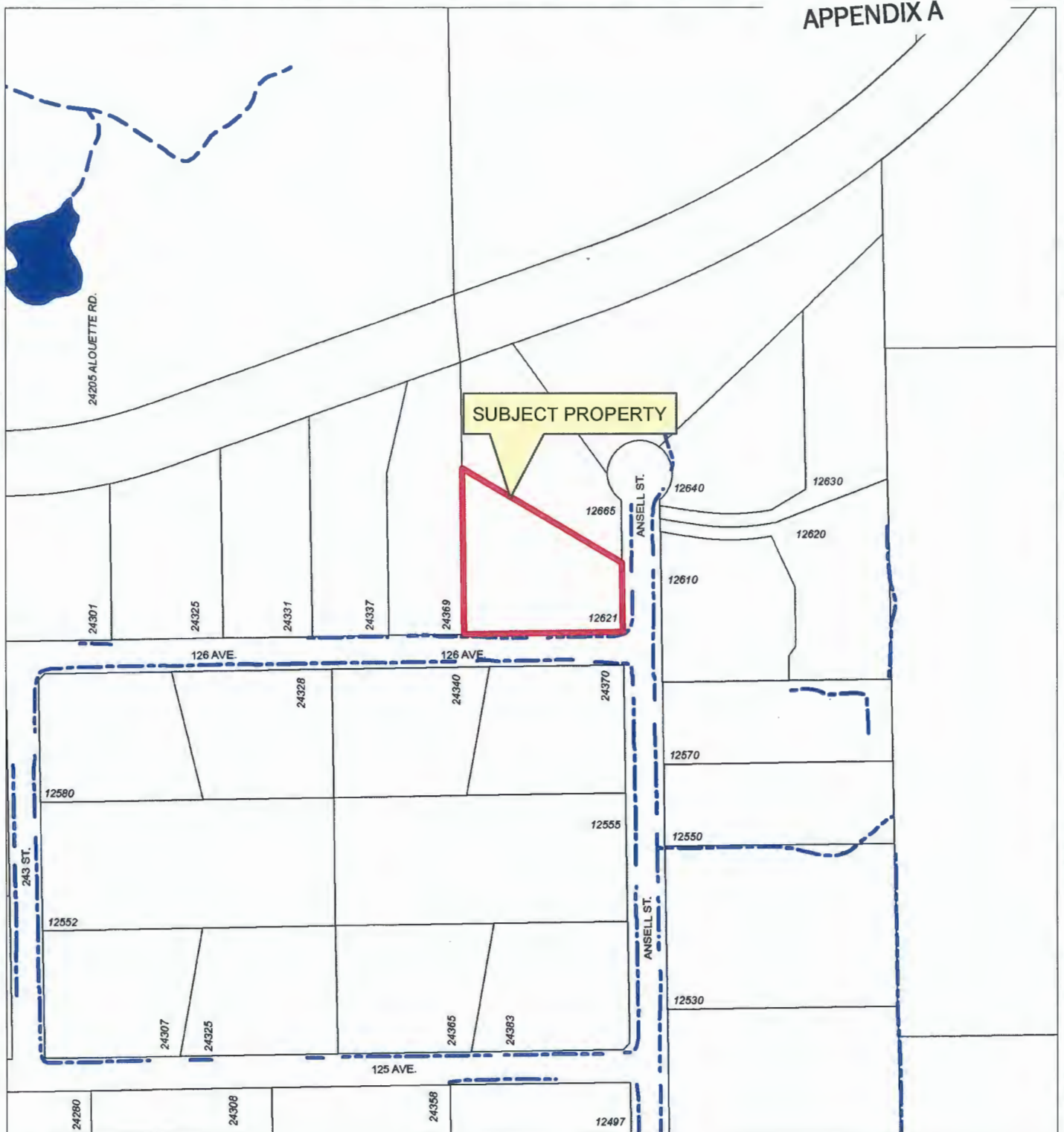
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*Concurrence:* **Kelly Swift, MBA**  
**Acting Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map Showing Existing Road Width



Scale: 1:2,500

### Legend

- Ditch Centreline
- Indefinite Creek
- Lake or Reservoir

12621 ANSELL STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

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

FILE: 2018-048-VP

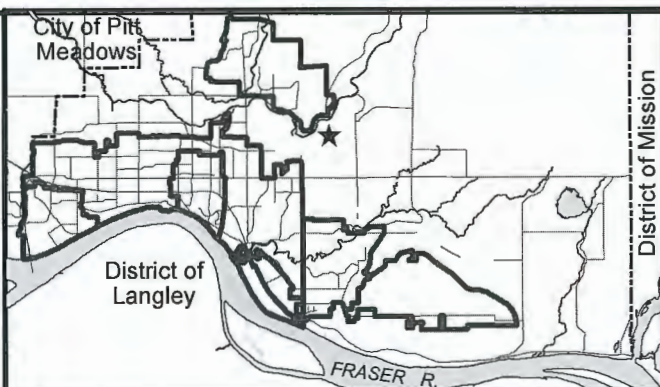
DATE: Feb 6, 2019

BY: PC





Scale: 1:2,500



12621 ANSELL STREET

PLANNING DEPARTMENT



MAPLE RIDGE  
British Columbia

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

FILE: 2018-048-VP  
DATE: Feb 6, 2019

BY: PC

**City of Maple Ridge**

<b>TO:</b>	His Worship Mayor Michael Morden and Members of Council	<b>MEETING DATE:</b>	April 2, 2019
<b>FROM:</b>	Chief Administrative Officer	<b>FILE NO:</b>	2016-009-DP
		<b>MEETING:</b>	C o W
<b>SUBJECT:</b>	Development Permit 23729 Dewdney Trunk Road		

---

**EXECUTIVE SUMMARY:**

This development permit application is in support of a 41 unit townhouse development on a 1.0 ha (10,000m<sup>2</sup>, 2.5 acre) site located at 23729 Dewdney Trunk Road. In support of this use, the subject property is concurrently being rezoned from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential).

Council considered rezoning application 2016-009-RZ and granted first reading for Zone Amending Bylaw No. 7220-2016 on March 8, 2016. Council granted second reading for Zone Amending Bylaw No. 7220-2016 on February 28, 2017. This application was presented at Public Hearing on March 21, 2017, and Council granted third reading on April 11, 2017. An extension was granted on October 11, 2018. Council will be considering final reading for rezoning application 2016-009-RZ on April 9, 2019.

**RECOMMENDATION:**

That the Corporate Officer be authorized to sign and seal 2016-009-DP respecting property located at 23729 Dewdney Trunk Road.

**DISCUSSION:**

**a) Background Context:**

Applicant: Focus Architecture Inc.

Legal Description: Section: 21, Township: 12

**OCP :**

Existing:	Urban Residential
Proposed:	Urban Residential

**Zoning:**

Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)

**OCP:**

Existing:	Urban Residential
-----------	-------------------

**Zoning:**

Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)



#### Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
South:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential), CD-1-93 (Amenity Residential District)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential, Multi-Family Residential
	Zone:	R-3 (Special Amenity Residential District), RM-1 (Townhouse Residential)
	Designation:	Urban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Multi-Family Residential
Site Area:		1.0 ha (2.5 acres)
Access:		237 Street
Servicing requirement:		Urban Standard

#### b) Project Description:

The applicant proposes to rezone the subject property from the RS-3 (One Family Rural Residential) Zone to RM-1 (Townhouse Residential) Zone to permit approximately 41 townhouse units. The entrance to the development is via 120A Lane. All of the units are proposed to have double car garages and three bedrooms. No tandem parking is proposed with this development. The proposed unit size ranges from 126 m<sup>2</sup> to 139 m<sup>2</sup> (1,355 ft<sup>2</sup> – 1,492 ft<sup>2</sup>). A total of nine buildings are proposed, each comprised of four to five units each. The buildings are three storeys in height.

The design of the buildings reflects the Tudor style through the use of wooden slats on the end gable walls, fiber-cementitious siding and brick veneer materials. Decorative elements such as wood brackets and corbels were added where the exterior wall meets the soffit. Extended curved wood eaves were also added on facades fronting streets and driveways to enrich the appearance. The site will be fully landscaped and fenced with each unit providing a 6 metre by 6 metre private rear yard area and a community outdoor area of 223 m<sup>2</sup> (2400 square feet) for a children's play area.

#### c) Planning Analysis:

Pursuant to Section 8.7 of the Official Community Plan, this Multi-Family Development Permit is required to ensure the proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses. The development permit application made to the City is subject to the Key Guidelines and the Design Guidelines of Section 8.7 Multi-Family Development Permit.

A Multi-Family Development Permit is required for all new multi-family development on land designated for Multi-Family development. The purpose of a Multi-Family Development Permit is to enhance existing neighbourhoods with compatible housing styles that meet diverse needs and minimize potential conflicts on neighbouring land uses. The key guideline concepts are as follows:

1. **New development into established areas should respect private spaces, and incorporate local neighbourhood elements in building form, height, architectural features and massing.** *Private yard space has been incorporated into the landscape design for each unit. The residential buildings are oriented with front doors, walkways, and a strong visual presence facing both the public and private street.*
2. **Transitional development should be used to bridge areas of low and high densities, through means such as stepped building heights, or low-rise ground-oriented housing located to the periphery of higher density developments.** *The proposed heights of these residential structures will echo those of the surrounding single family neighbourhood. In addition, there is considerable distance (20 metres or 65 feet) separating the units for this proposal from the face of the single family units to the North. This separation is enhanced with fences, landscaping and a municipal lane.*
3. **Large scale developments should be clustered and given architectural separation to foster a sense of community, and improve visual attractiveness.** *The 41 residential units are clustered into 9 separate buildings, separated by a combination of private rear yard space and strata road frontages. The site is also contained with its own private access and outdoor play areas.*
4. **Pedestrian circulation should be encouraged with attractive streetscapes attained through landscaping, architectural details, appropriate lighting and by directing parking underground where possible or away from public view through screened parking structures or surface parking located to the rear of the property.** *The structures are oriented with a strong street presence. The landscaping at the street front will provide an attractive internal environment and a pleasant view for these outside the project.*

**d) Advisory Design Panel:**

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscape plans at a meeting held on October 11, 2016. Following a presentation of the project plans by the project team, the Advisory Design Panel made the following resolution:

*That the application be supported and the following concerns be addressed as the design develops and be submitted to Planning staff for follow-up:*

1. **Consider carrying forward the frontage finishes on rear of buildings for further architectural variation.**  
*Frontage finishes were carried forward on the area of the building for further architectural variation. These changes are reflected in revised elevation drawings and will be detailed in the Development Permit report.*
2. **Consider the south façade to be more pedestrian oriented and interactive. Possibly achieved by trellis, landscape and or building elevation treatments.**  
*Larger windows and trellises will be provided on the Dewdney Trunk Road frontage. Walkways connecting units to the public streets are provided where possible. A landscaped perimeter will enhance the edges of the project.*

3. *Consider further emphasis on the pedestrian entryways off of Dewdney Trunk Road.*  
Trellises were also added at pedestrian entries off Dewdney Trunk Road.
4. *Consider wrapping the Tudor finishes around the sides of the units.*  
This feature was included in the original plan.
5. *Consider additional traffic calming with different hard surface finishes accented throughout development.*  
This change was reflected in the landscape drawings.
6. *Consider internal pathway connections along rear of buildings five, six, seven and eight.*  
This change would impact the provision of private backyards, which the applicant considers a greater priority for resident enjoyment. In addition, the applicant states this change would affect the required provision of usable open space specified for each dwelling unit.
7. *Provide further landscape enhancements at corner of 237<sup>th</sup> Street and Dewdney Trunk and at entryway adjacent to open space play area.*  
The applicant has made these changes.

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

**e) Citizen/Customer Implications:**

Public Consultation has been provided through the required Development Information Meeting and the Public Hearing, held on March 21, 2017. In addition, a Development Variance Permit is also being pursued, for relaxations to exterior side yard setbacks, interior side yard setbacks, rear yard setback, and the unencumbered distance between structures. This variance request has generated additional notification requirements.

**f) Financial Implications:**

In accordance with Council's Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of **\$253,053.50**, the security will be **\$253,053.50**.

There will be 16 trees added to the municipal street tree inventory on completion of this project. The costs associated with maintaining these trees will need to be included in a subsequent operating budget.



## CONCLUSION:

This development permit application is in support of a multi-family residential development that received third reading on April 11, 2017 and is being considered for final reading on April 9, 2019. The application has been reviewed and supported by the Advisory Design Panel, and for this reason, it is recommended that Application 2016-009-DP be approved.

"Original signed by Diana Hall"

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*Prepared by:* **Diana Hall, M.A., MCIP, RPP  
Planner 2**

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Kelly Swift"

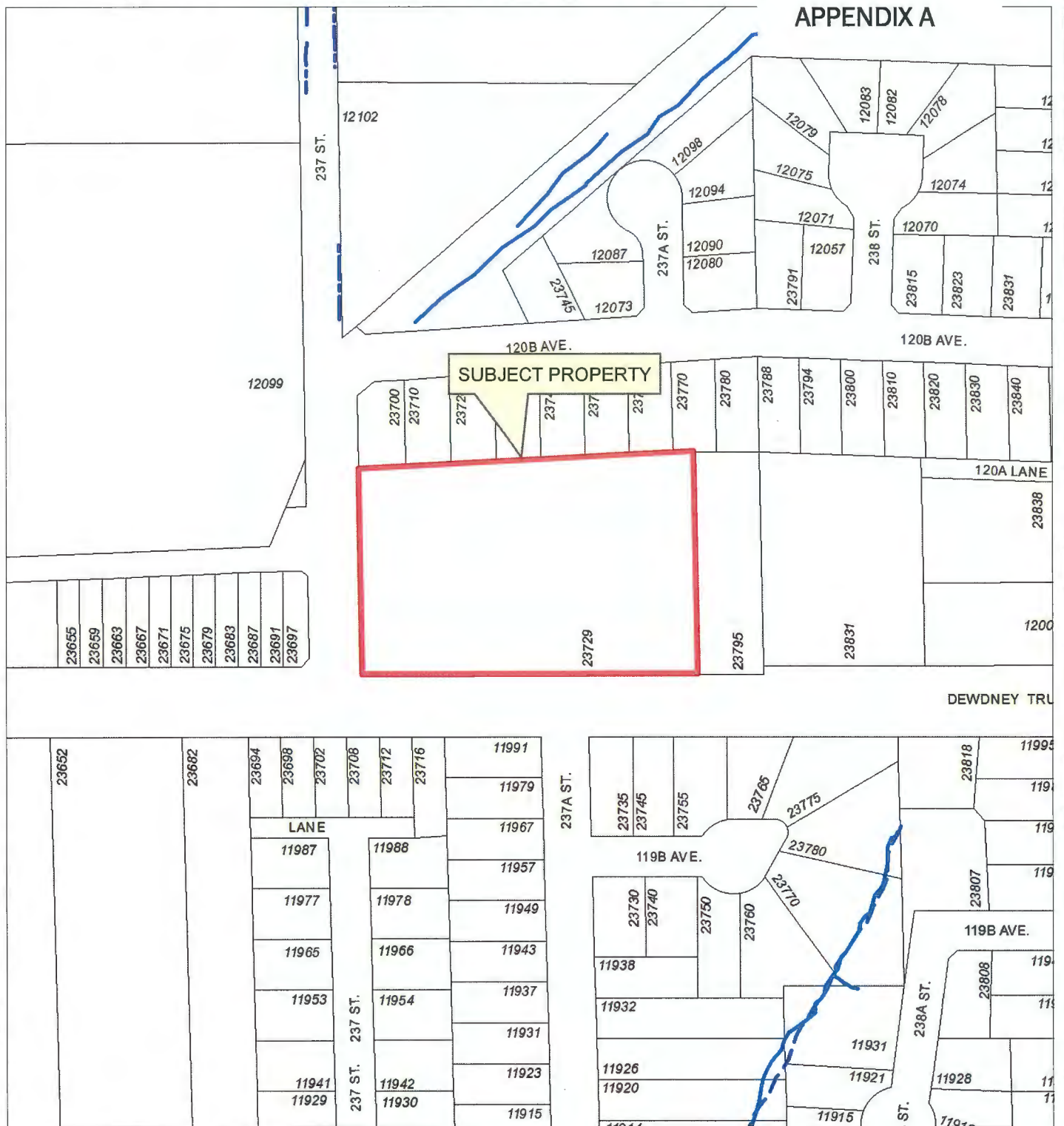
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*Concurrence:* **Kelly Swift, MBA  
Acting Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Ortho Photo  
Appendix C – Site Plan  
Appendix D – Building Elevations.  
Appendix E – Landscape Plan

## APPENDIX A



Scale: 1:2,000

### Legend

-  Stream  
 Ditch Centreline  
 Indefinite Creek

23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



## MAPLE RIDGE

## British Columbia

mapleridge.ca

FILE: 2016-009-DP  
DATE: May 16, 2016

BY: PC

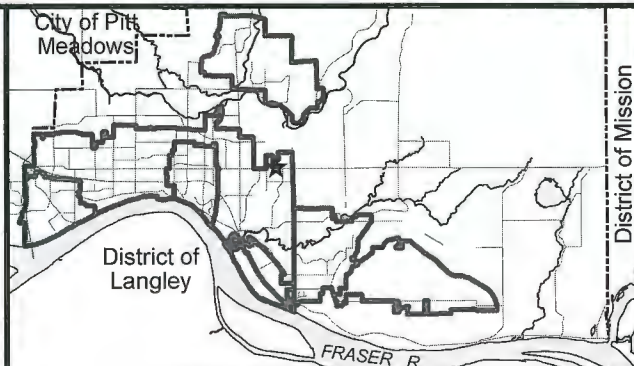




Aerial Imagery from the Spring of 2015



Scale: 1:2,000



23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

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

FILE: 2016-009-DP  
DATE: May 16, 2016

BY: PC





FLOOR AREA SUMMARY									
UNIT TYPE	# OF UNITS	GARAGE LOT/ST	GARAGE COVERED	NAME	OFFICE	LIGHT TOTALS		TOTAL	TOTAL
						AREA	PER UNIT		
A. BED/STAY	3	395	561	220	561	579	561	604	4011.9
B. 2 BED/STAY	1	138	222	222	561	561	561	561	1382.7
C. 3 BED/STAY	1	138	222	222	561	561	561	561	1382.7
D. 4 BED/STAY	1	138	222	222	561	561	561	561	1382.7
E. 5 BED/STAY	1	138	222	222	561	561	561	561	1382.7
F. 6 BED/STAY	1	138	222	222	561	561	561	561	1382.7
G. 7 BED/STAY	1	138	222	222	561	561	561	561	1382.7
H. 8 BED/STAY	1	138	222	222	561	561	561	561	1382.7
I. 9 BED/STAY	1	138	222	222	561	561	561	561	1382.7
J. 10 BED/STAY	1	138	222	222	561	561	561	561	1382.7
K. 11 BED/STAY	1	138	222	222	561	561	561	561	1382.7
L. 12 BED/STAY	1	138	222	222	561	561	561	561	1382.7
M. 13 BED/STAY	1	138	222	222	561	561	561	561	1382.7
N. 14 BED/STAY	1	138	222	222	561	561	561	561	1382.7
O. 15 BED/STAY	1	138	222	222	561	561	561	561	1382.7
P. 16 BED/STAY	1	138	222	222	561	561	561	561	1382.7
Q. 17 BED/STAY	1	138	222	222	561	561	561	561	1382.7
R. 18 BED/STAY	1	138	222	222	561	561	561	561	1382.7
S. 19 BED/STAY	1	138	222	222	561	561	561	561	1382.7
T. 20 BED/STAY	1	138	222	222	561	561	561	561	1382.7
U. 21 BED/STAY	1	138	222	222	561	561	561	561	1382.7
V. 22 BED/STAY	1	138	222	222	561	561	561	561	1382.7
W. 23 BED/STAY	1	138	222	222	561	561	561	561	1382.7
X. 24 BED/STAY	1	138	222	222	561	561	561	561	1382.7
Y. 25 BED/STAY	1	138	222	222	561	561	561	561	1382.7
Z. 26 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AA. 27 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AB. 28 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AC. 29 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AD. 30 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AE. 31 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AF. 32 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AG. 33 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AH. 34 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AI. 35 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AJ. 36 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AK. 37 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AL. 38 BED/STAY	1	138	222	222	561	561	561	561	1382.7
AM.									

## SITE RECONCILIATION

**LEGAL DESCRIPTION:**

CIVIC ADDRESS:

ZONING INFORMATION:

ZONE:	EXISTING:	PROPOSED:
	RB-3	RM-1

LOI 2012-5	GRANDS TOTAL	FOR 2012
	ROAD DEDICATION	10,162
	ROAD DEDICATION	4,115

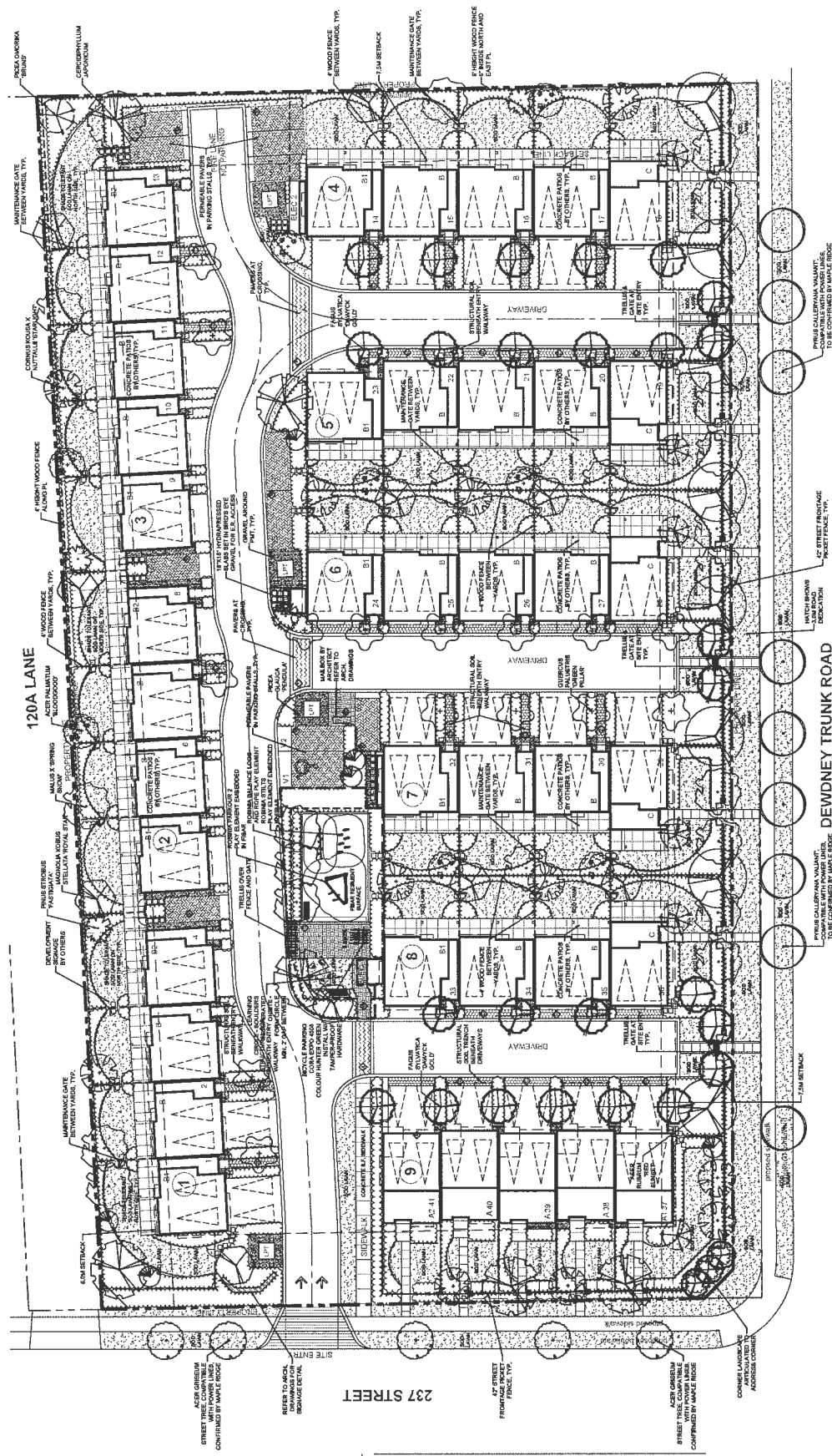
LOT DENSITY:

TOWNHOUSE:	PERMITTED:
18 - 24 UP:	
18 UPA x 2	
24 UPA x 2	

PROPOSED:	41 TOWNSHIP
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[illegible][illegible]



**TO:** His Worship Mayor Mike Morden  
And Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Maple Ridge Filming Fees Amending Bylaw No. 7538-2019

**MEETING DATE:** April 2, 2019  
**FILE NO:**  
**MEETING:** Committee of the Whole

**EXECUTIVE SUMMARY:**

The Maple Ridge Bylaw for Film Production Fees and Charges has not been updated since 2009. A comparison of fees with other municipalities was completed and a bylaw amendment is being brought forward for consideration.

**RECOMMENDATION(S):**

That Filming Fees Amending Bylaw No. 7538 - 2019 be given first, second and third readings.

**DISCUSSION:**

**a) Background Context:**

There are many fees to consider when film production takes place in Maple Ridge. These include fees for electrical permits, highway use permits, park rentals, facility rentals and additional fees directly related to services provided for filming purposes. The film related fees and charges from six neighbouring communities were collected and compared to the fees charged by the City of Maple Ridge. While several fees for internal City permits will remain static until that particular department increases them, an increase to some fees is recommended to reflect current market rates.

**b) Desired Outcome:**

In general, the fees for filming in Maple Ridge are lower than other comparable municipalities in the lower mainland. The suggested amendments to the existing Maple Ridge Filming Fees Bylaw will bring the fees and charges to a level consistent with surrounding municipalities.

**c) Citizen/Customer Implications:**

Filming can take place in private residences, commercial business, municipal property or City parks. Maple Ridge has seen an increase in filming over the past few years and now estimates approximately 100 - 125 productions annually. This results in jobs for approximately 1,200 Maple Ridge citizens, with an estimated minimum \$10,000\* of spending brought into our community for every "shoot" day.

	2014	2015	2016	2017	2018
# of Productions	61	82	104	105	123
# of Permits	216	263	295	265	352
# of "Shoot" Days	339	417	408	405	465
Permit & License Revenue	\$105,774	\$148,370	\$173,487	\$139,819	\$215,481
*Economic Impact	3.39 M	4.17 M	4.08 M	4.05 M	4.65 M

The suggested fee increases are expected to have a relatively minor impact on the budgets of film productions taking place in Maple Ridge, and are not expected to deter film production in the municipality. Table 1 below uses data from 2018 to estimate the anticipated fees for the different types of productions. A small production uses primarily private locations, whereas a large production might use various City parks over several days. The increase in commercial activity and the interruption experienced when a production is filming suggests a higher fee that is more in-line with what other local communities are charging.

Table 1

2018 Production Examples	Total charged by Maple Ridge in 2018	Expected charge for same production with rate increase	Amount of increase
Example #1: Small production – increase in film permit fee	\$975	\$1,017	\$42
Example #2: Medium production – increase in film permit and community park fees (2 days)	\$2,497	\$3,054	\$557
Example #3: Large production – increase in film permit and municipal park fees (7 days)	\$4,908	\$6,486	\$1,578

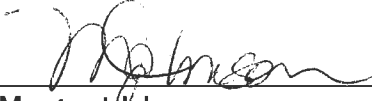
d) Interdepartmental Implications:

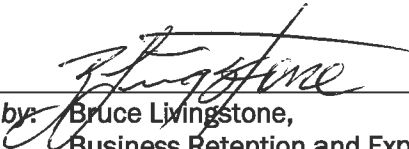
Many of the fees used for filming are part of existing bylaws within other departments, such as Engineering and Development Services. These fees will remain the same until the individual department reviews their fee for that particular service. One of the exceptions to this is the fee for park rentals. Due to the amount of activity involved in filming in City parks, (parks rentals comprise approximately 10% of all film locations) it is recommended that the filming fee be increased in both our larger parks, such as Memorial Peace Park and Maple Ridge Park, as well as the smaller neighbourhood parks. Should the Bylaw for Film Production Fees and Charges be passed, the Department of Parks, Recreation and Culture will reflect this change in their Fees and Charges with regard to filming in City parks.




## CONCLUSIONS:

Filming is an important economic driver in our city, and for this reason, Maple Ridge would benefit from remaining a "film friendly" community. The increases in fees suggested in this report will bring us in line with other comparable communities and are reflected in the attached By-law amendment document. (Appendix A).

  
Prepared by: Margaret Johnson  
Film Production Liaison,  
Economic Development and Civic Property

  
Approved by: Bruce Livingstone,  
Business Retention and Expansion Officer  
Economic Development and Civic Property

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

  
Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

Attachments (1)

(A) Filming Bylaw Amendment

## CITY OF MAPLE RIDGE

## BYLAW NO. 7538 - 2019

A Bylaw to amend Maple Ridge Filming Fees Bylaw No. 6669 - 2009

WHEREAS, Section 194 of the Community Charter provides that the Council may impose fees;

AND WHEREAS, it is deemed desirable to establish a schedule for fees as provided by Section 194;

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

1. This bylaw may be cited as "Maple Ridge Filming Fees Amending Bylaw No. 7538 - 2019".
2. Schedule "A" of the Maple Ridge Filming Fees Bylaw No. 6669-2009 is hereby amended by increasing the following fees:

	Current	Proposed
Film Permit Application		
• Per application (1 to 6 locations)	\$208	\$250
• Each additional location	\$ 52	\$ 75
Municipal Parks (small) per day	\$416	\$500
Special Effects Permit	\$104	\$150

And by inserting the following category below "Municipal Park (small)":

Municipal Parks (large) per day	\$416	\$800
---------------------------------	-------	-------

3. Maple Ridge Filming Fees Bylaw No. 6669-2009 is hereby amended accordingly.

READ a first time this        day of   , 2019.

READ a second time this        day of   , 2019.

READ a third time this        day of   , 2019.

ADOPTED this        day of   , 2019.

---

PRESIDING MEMBER

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CORPORATE OFFICER

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**MEETING DATE:** April 2, 2019  
**FROM:** Chief Administrative Officer  
**FILE NO:** 2179875  
**MEETING:** CoW  
**SUBJECT:** Contract Award for Parks Grass Mowing and Trimming Services

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**EXECUTIVE SUMMARY:**

An Invitation to Tender for the provision of grass mowing and trimming services for City parks and adjacent boulevards for a two year term with three one year renewal options was issued on December 20, 2018 and six bids were submitted before closing on February 19, 2019. Staff recommends that the contract be awarded to Vale Lawn and Garden Care Ltd. who submitted the low bid in the Invitation to Tender (ITT-PL18-85).

**RECOMMENDATION:**

That Contract ITT-PL18-85 for Parks Mowing and Trimming Services be awarded to Vale Lawn and Garden Care Ltd. for a two year term in the amount of \$224,700, plus a contingency amount of \$6,700 for other mowing services that may be required up to April 30, 2021.

**DISCUSSION:**

**a) Background Context:**

The previous parks mowing and trimming services contract, which had been in place since 2014, recently expired. An Invitation to Tender (ITT-PL18-85) requested pricing for this work at specified weekly or monthly intervals for a two year term closed on February 19, 2019.

Six bids were submitted with the total tendered prices ranging from a low of \$224,700.00 to a high of \$1,091,125.00. Tenders were checked for completeness and compliance with the Invitation to Tender documents, and all were found to be compliant. The six bid results are listed below from lowest to highest price.

1. Vane Lawn and Garden Care Ltd.	\$224,700.00
2. Horizon Landscape Contractors	\$293,578.08
3. Newlands Lawn and Garden Maintenance	\$343,860.00
4. White Star Property Services Ltd.	\$372,100.50
5. White West Gardens Ltd.	\$568,679.22
6. Lee's Trees Ltd.	\$1,091,125.00

Staff evaluated the bids in accordance with the factors specified in the Invitation to Tender, using the information submitted within each bid. After concluding this evaluation, staff identified that the submission from Vale Lawn and Garden Care provides the best overall value to the City. Vale Lawn and Garden is experienced in large mowing and trimming contracts with current and similar contracts with other nearby municipalities.

**b) Desired Outcome:**

To ensure the provision of municipal grass mowing and trimming services in a cost effective manner.

**c) Strategic Alignment:**

This initiative is consistent with the City's Parks, Recreation and Culture Master Plan's strategic objectives to ensure that funding for operations activities is sufficient to achieve desired standards, while working as efficiently and environmentally responsibly as possible, and to ensure that users and customers have a sense of personal safety and security.

**d) Citizen/Customer Implications:**

There is no customer service implications anticipated and services will be maintained at the same frequency as in recent years.

**e) Business Plan/Financial Implications:**

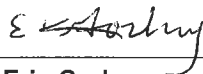
The cost for this work is contained within the City's operating budget and is \$54,715.00 less, on an annual basis, as compared to the previous mowing and trimming contract as a result of City staff taking on grass mowing responsibilities in certain parks, as they are no longer responsible for sports field maintenance in Pitt Meadows.

**f) Alternatives:**


As an alternative, the City could purchase the equipment needed to undertake this work, including additional power trimmers and ride-on mowers, however this is not recommended due to the capital cost of the equipment, impact to other park maintenance services and loss of cost savings provided in this bid.

**CONCLUSION:**

The previous park mowing and trimming services contract allowed us to provide cost effective park maintenance services to our residents over the past five years and the intent is to continue with this service delivery model with a new contract in place. Staff has reviewed the tender submissions and recommends that the mowing and trimming contract be awarded to Vane Lawn and Garden.



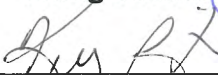
Prepared by: **Erin Gorby**  
Manager of Parks and Open Space



Reviewed by: **Valoree Richmond**  
Acting Director of Parks & Facilities



Approved by: **David Boag**  
Acting General Manager of Parks, Recreation & Culture



Concurrence: **Kelly Swift, MBA**  
Acting Chief Administrative Officer

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Award of Contract for the Telosky Fieldhouse Construction

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2014485  
**MEETING:** CoW

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### EXECUTIVE SUMMARY:

This Award of Contract recommendation is for the construction of a new fieldhouse at Telosky Stadium, consisting of two sets of team change rooms, an official's change room, universal washrooms, a concession, and storage. The fieldhouse design process included discussions with stakeholders and the feedback received has been included in the design. This planned fieldhouse replacement is part of the sports field redevelopment project at Telosky Stadium / Thomas Haney Secondary School.

An Invitation to Tender (ITT-PL19-2) for the construction of the fieldhouse was issued on January 25, 2019, and twelve tenders were submitted before closing on March 1, 2019. Staff has reviewed the submissions and recommends that the work be awarded to the submission that provides the City with the best overall value, received from Golden Globe Construction Ltd. in the amount of \$1,168,000 excluding taxes. The Telosky fieldhouse construction price came in just under the anticipated cost for this component of the work and funding is contained within the overall field renovation project budget. Council approval to award the contract is required for the work to proceed.

### RECOMMENDATION:

That Contract ITT-PL19-2 for the Fieldhouse Construction at Telosky Stadium be awarded to Golden Globe Construction Ltd. in the amount of \$1,168,000 plus taxes; and

That a contingency of \$195,000 be established for this project; and further

That the Corporate Officer be authorized to execute the contract.

### DISCUSSION:

**a) Background Context:**

A consultation session for the fieldhouse was held with sports user groups on November 21, 2018 to garner input on the overall design and function. Consultation with the concession operator was undertaken as well and the feedback received from the stakeholders has been

included in the design. The fieldhouse design consists of two sets of team change rooms, an official's change room, four universal washrooms, a concession and associated storage.

An Invitation to Tender (ITT-PL19-2) was issued through BC Bid on January 25, 2019 for the construction of the Telosky fieldhouse. Submissions from twelve proponents were received before the closing on March 1, 2019, with the total tender prices (excluding taxes) ranging from a low of \$1,168,000 to a high of \$1,690,000. The twelve bid results are listed below from lowest to highest price.

1) Golden Globe Construction Limited	\$1,168,000.00
2) RJS Construction Limited	\$1,209,553.00
3) Valley West Construction Limited	\$1,214,000.00
4) Liberty Contract Management	\$1,234,993.00
5) Cedar Crest Lands (BC) Limited	\$1,236,000.00
6) Index Construction (BC) Inc.	\$1,264,748.10
7) Bervin Construction Limited	\$1,278,000.00
8) Holaco Construction	\$1,320,000.00
9) Kingston Construction Limited	\$1,358,622.40
10) Turner Construction Company	\$1,389,594.00
11) Klondike Contracting Corporation	\$1,587,434.98
12) ICE Development Limited	\$1,690,000.00

Staff evaluated the bids in accordance with the factors specified in the Invitation to Tender, using the information submitted within each bid. After concluding this evaluation, staff identified that the submission from Golden Globe Construction Ltd. to be best value to the City of Maple Ridge.

**b) Desired Outcome:**

The desired outcome is to move forward with the development of parks and recreation infrastructure projects to meet the demands of our rapidly growing community and provide enhanced opportunities for citizens to engage in activities that promote an active, healthy lifestyle and community wellbeing.

**c) Strategic Alignment:**

The Telosky support building is one component of the Telosky Stadium / Thomas Haney Secondary School field renovation project which is one of a number of Parks, Recreation & Culture infrastructure priorities.

**d) Business Plan/Financial Implications:**

Total project funding in the amount of \$10,000,000, with \$3,000,000 from Community Amenity Contributions and \$7,000,000 in approved borrowing, is included in the adopted financial plan for the total project including the fields and the fieldhouse components. The budget for the fields component is \$8.5M which includes design, supply and installation of the synthetic surface, washroom demolition, servicing, off-site improvements, field construction and contingency while the budget for the fieldhouse component is \$1.5M which includes design, building construction and contingency.

The fieldhouse construction cost of \$1,168,000 as well as the recommended contingency of \$195,000 is within budget for this component of the project. A contingency of \$195,000 is recommended in case construction activities expose issues that have not been identified or anticipated and if the contingency is not required for this purpose, it would not be used.

The field component came in under budget, as awarded in 2018, and together with the fieldhouse component it is anticipated that the overall project will be delivered under the total project funding of \$10M.

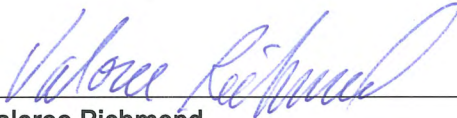
**CONCLUSION:**

The planned fieldhouse will provide the team change rooms, washrooms and concession amenities to support the sports field use and tournament needs at Telosky Stadium / Thomas Haney Secondary School. Staff is satisfied with the proposal submissions and recommend that the project proceed with the contract to be awarded to Golden Globe Construction Ltd.




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Prepared by: **Stephanie Howe, LEED AP**  
**Facilities Project Coordinator**



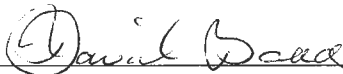
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Reviewed by: **Valoree Richmond**  
**Acting Director of Parks & Facilities**



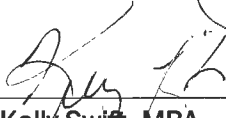
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Reviewed by: **Trevor Thompson, BBA, CPA, CGA**  
**Chief Financial Officer**



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Approved by: **David Boag**  
**Acting General Manager Parks, Recreation & Culture**



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Concurrence: **Kelly Swift, MBA**  
**Acting Chief Administrative Officer**