

A GUIDE TO REZONING

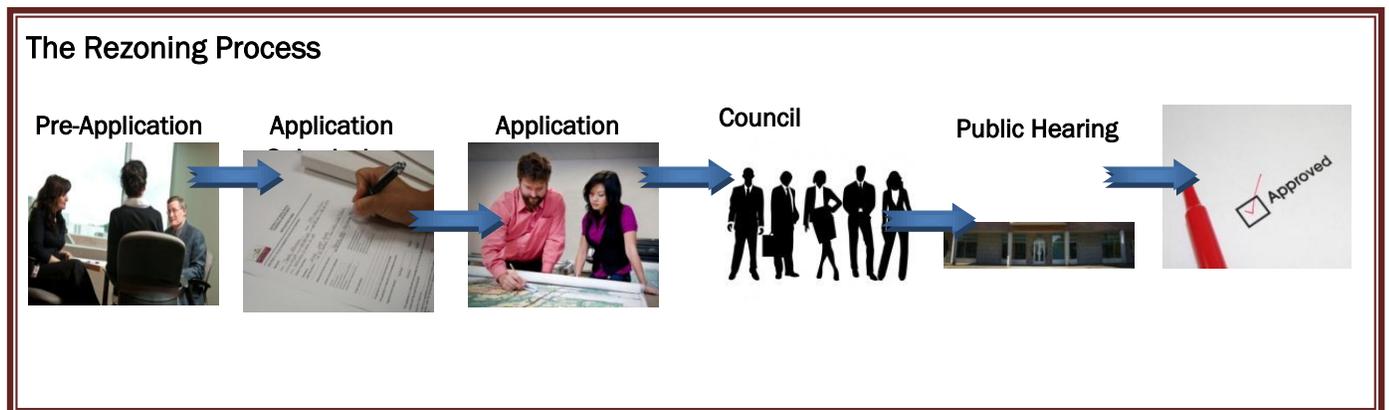
This guide is intended to explain the rezoning process in the City of Maple Ridge. This guide has been prepared for convenience only and is not intended to take the place of municipal bylaws or provincial legislation.

Each property in the City of Maple Ridge has a zoning classification. Zoning is intended to ensure the orderly development of the community and avoid conflicts between incompatible uses. Zoning may regulate the following:

- The use of land, buildings and other structures;
- The density of the use of land, buildings and other structures;
- The siting, size and dimensions of the permitted uses, buildings and other structures;
- The shape, dimensions and area of parcels that may be created by subdivision.

Rezoning is the process of legally changing the zoning classification of a property. Prior to any development taking place on a property, the applicant should check the existing zoning regulations. If the development is not permitted by the existing zoning, the applicant must apply to the City of Maple Ridge to change the zoning classification of the property.

All rezoning applications must be approved by Council and adopted in the form of a bylaw amendment. A rezoning application should be prepared to demonstrate to Council that the rezoning would benefit the community and would not conflict with the Official Community Plan. Rezoning can be a lengthy process as it involves a public hearing and four readings of a bylaw and may include the resolution of servicing deficiencies and approval from provincial or federal government agencies.



Step 1: Pre-Application Meeting



Prior to submitting a rezoning application, it is recommended that the applicant discuss the proposal with municipal staff to familiarize themselves with the City's general rezoning requirements.



Step 2: Application Submission

A rezoning application is to be made to the Planning Department. The requirements as outlined in the respective “Rezoning Application” checklist must accompany the application along with the applicable fee. An incomplete application will not be accepted. Please note that there is the option of submitting the requirements as outlined in the “Schedule I – Rezoning Application (For Bylaw First Reading Only)” checklist. This option will allow Council to consider the accompanying rezoning bylaw for First Reading only, after which all of the information outlined in the respective “Rezoning Application” checklist must be submitted prior to Council’s consideration of Second Reading.



Step 3: Application Review

Once all of the required information has been submitted, the rezoning application is reviewed by the Planning Department for compliance with City Bylaws and policies. The application is also circulated to various internal departments and outside agencies for comment. This may result in the need for clarification, additional information or revisions to the proposal.



Step 4: Council

A detailed report is prepared by staff for Council’s consideration of the rezoning application. The rezoning application is considered by Council at a regular meeting where Council will decide to give the application further consideration, require additional information or deny the application. Should Council decide to give further consideration to the application, Council will give First and Second Reading (as applicable) to the accompanying rezoning bylaw and forward the application to a Public Hearing.



Step 5: Public Hearing

In accordance with the Local Government Act, a Public Hearing is held on the proposed rezoning bylaw. This is an opportunity for anyone who deems their interest in the property to be affected by the proposed bylaw to express their comments to Council. At the following regular meeting, Council will decide to give the application further consideration, request additional information or deny the application. Should Council decide to give further consideration to the application, Council will give Third Reading to the accompanying rezoning bylaw.



Step 6: Final Approval

Following Third Reading, the applicant will be informed of any outstanding requirements that must be addressed before final approval of the rezoning application. Once all of the requirements are met, Council will consider the accompanying rezoning bylaw for Final Reading.

For further information please contact the Planning Department:

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