

Title: Single Family Residential Building Permit Frontage Improvements	Policy No : 6.34 Supersedes:
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT <input type="checkbox"/> General Manager	Effective Date: April 9, 2019 Review Date: April, 2020
<p>Policy Statement: Where the City of Maple Ridge (City) requires Frontage Improvements to be completed as a part of building permits, pursuant to Maple Ridge Subdivision and Development Servicing Bylaw No. 4800 – 1993, Frontage Improvements as a part of single family residential building permits will be required based on the following principles:</p> <ol style="list-style-type: none"> 1. Frontage Improvements will not be required if the road and utilities fronting the subject property are already constructed to the ultimate standard. 2. Building permits for single family residential properties located outside of the City of Maple Ridge Urban Containment Boundary will not be required to provide Frontage Improvements unless they are otherwise required for servicing of the property such as a water connection, driveway, etc. 3. Single family residential building permit applicants for properties located within the City of Maple Ridge Urban Containment Boundary are required to construct or pay cash in lieu for all Frontage Improvements if any of the three following conditions are met: <ol style="list-style-type: none"> a. A new dwelling unit is to be constructed b. A new house is to be constructed c. The existing house will be Substantially Reconstructed 4. All other single family residential building permit applicants will not require Frontage Improvements unless required for servicing of the property. 	
<p>Purpose: To outline the procedures for determining when construction or cash in lieu for Frontage Improvements are required as a condition of single family residential building permits.</p>	
<p>Definitions:</p> <ul style="list-style-type: none"> • “Frontage Improvements” means required upgrades to the utilities or roadways fronting the property to bring them in line with current City standards. • “Substantially Reconstructed” means that the project is no longer considered a renovation by BC Housing and requires a new home registration form as a part of the building permit submission. 	

Key Areas of Responsibility	
Action to Take	Responsibility
<p>City staff to identify if the property is within the City of Maple Ridge Urban Containment Boundary and if the scope of work proposed in the building permit meets the conditions for Frontage Improvements detailed in this policy.</p>	<p>Building Department</p>
<p>City staff to identify the scope of required Frontage Improvements associated with the building permit. Mandatory Frontage Improvements required for servicing the property will be identified regardless of scope of permit or property location.</p>	<p>Engineering Department</p>
<p>City staff to prepare a cost calculation for the Frontage Improvements associated with the building permit.</p>	<p>Engineering Department</p>
<p>Applicant to determine preference to either construct the Frontage Improvements or provide cash in lieu.</p>	<p>Applicant</p>
<p>City staff to record cash in lieu payments made for Frontage Improvements contribution in the City's property database and GIS system.</p>	<p>Engineering Department</p>
<p>Construction of Frontage Improvements if required to be included in building permit.</p>	<p>Building Department</p>