



COUNCIL MEETING AGENDA

Tuesday, April 8, 2025, 7:00 p.m.
Council Chambers
City Hall, 11995 Haney Place

All meetings are hybrid, allowing virtual or in person participation.
Online participation via zoom <https://mapleridge-ca.zoom.us/j/85656842167>
The meeting is live streamed and recorded by the City of Maple Ridge.

Pages

1. **CALL TO ORDER**
Territory Acknowledgement

The City of Maple Ridge carries out its business on the traditional and unceded territories of the Katzie (q'ícəy) First Nation and the Kwantlen (q'w̓a:n̓λ'ən) First Nation.
2. **APPROVAL OF AGENDA**
Regular Council Meeting Agenda - April 8, 2025

RECOMMENDATION:
THAT the April 8, 2025, Regular Council Agenda be approved as circulated.
3. **ADOPTION OF MINUTES** 5
Regular Council Meeting - March 25, 2025

Special Council Meeting - April 1, 2025

RECOMMENDATION:
THAT the following minutes be adopted as circulated:

Regular Council Meeting Minutes - March 25, 2025
Special Council Meeting Minutes - April 1, 2025
4. **PRESENTATIONS AT THE REQUEST OF COUNCIL**
5. **DELEGATIONS**
6. **PUBLIC COMMENT ON AGENDA ITEMS**
7. **CONSENT AGENDA**
8. **BYLAWS**

8.1 **2025-2029 Financial Plan Bylaw 8019-2025** 14
To approve the financial plan which incorporates 2025–2029 Capital Program, one-time decision packages approved in December 2024, previously approved capital projects currently underway, and ongoing decision packages from the December business planning session.

RECOMMENDATION:
THAT the 2025-2029 Financial Plan Bylaw 8019-2025 be adopted.

| | | |
|------------|---|-----|
| 8.2 | Maple Ridge 2025 Property Tax Rates To establish property tax rates for municipal and regional district purposes for 2025. | 40 |
| | RECOMMENDATION: THAT Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025 be adopted. | |
| 8.3 | 2025-2029 Sewer Rate Bylaw No. 8027-2025 To set the annual sewer rates, which levies fund the cost of providing both the City's local sewer infrastructure and maintenance, as well as regional wastewater treatment costs. | 51 |
| | RECOMMENDATION: THAT Maple Ridge Sewer Rate Amending Bylaw No. 8027-2025 be adopted. | |
| 8.4 | Repeal Recycling Levy Bylaw No. 4655-1992 To repeal the Recycling Charges Bylaw, as Recycle BC now provides curbside recycling services at no cost to residents. | 59 |
| | RECOMMENDATION: THAT Maple Ridge Recycling Charges Repeal Bylaw No. 8028-2025 be adopted. | |
| 8.5 | Servicing Officer Designation Bylaw No. 8031-2025 A bylaw which seeks to designate Servicing Officers in compliance with recent provincial legislation under Bill 16. | 65 |
| | RECOMMENDATION: THAT Maple Ridge Servicing Officer Designation Bylaw No. 8031-2025 be adopted. | |
| 8.6 | 2019-013-RZ, 24156 104 Avenue, RS-3 to RM-1 To consider rezoning the subject property from the RS-3 zone to the RM-1 zone to facilitate the development of 21 townhouse units. | 70 |
| | RECOMMENDATION: THAT Zone Amending Bylaw No. 7814-2021 be given second reading and be forwarded to Public Hearing; and THAT Staff be directed to work with the applicant to address any outstanding terms and conditions as set out in the Staff Report, and any other as identified by Council, prior to recommending Bylaw adoption. | |
| 8.7 | 2022-024-RZ, 24266 110 Avenue, RS-3 to RS-1d To redesignate portions of the subject property to Low Density Residential and Conservation, and to rezone from RS-3 to RS-1d utilizing the Albion Density Bonus provision to allow a future nine lot subdivision of RS-1b sized lots on the lands. | 118 |
| | RECOMMENDATION: THAT Official Community Plan Amending Bylaw No. 8035-2025 be given first reading. | |
| | RECOMMENDATION: THAT in accordance with Sections 475 and 476 of the Local Government Act, Council direct staff to proceed with the consultation strategy as outlined in the Staff report dated April 1, 2025. | |

THAT an opportunity for early and ongoing consultation be provided by way of posting Official Community Plan Amending Bylaw No. 8035-2025 on the City's website, and Council considers the holding of a Public Hearing on the bylaw to be sufficient consultation.

THAT in accordance with Section 477 of the Local Government Act, Council considers the Official Community Plan Amending Bylaw No. 8035-2025 consistent with the City's Capital Expenditure Plan and Waste Management Plan.

RECOMMENDATION:

THAT Official Community Plan Amending Bylaw No. 8035-2025 be given second reading and forwarded to Public Hearing.

RECOMMENDATION:

THAT Zone Amending Bylaw No. 7880-2022, as amended, be given second reading and forwarded to Public Hearing.

THAT staff be directed to work with the applicant to address the outstanding terms and conditions as outlined in the Staff Report dated April 1, 2025, and any other as identified by Council, prior to recommending bylaw adoption.

9. STAFF AND COMMITTEE REPORTS

- 9.1 Online Application Portal and Streamlined Permit Process** 142
Update on the new online application portal, an initiative which is a piece of the overall Development Services Optimization project, which aims to make organization wide changes to technology, process, policy, and bylaws to streamline and expedite building and development permit processing times.
- RECOMMENDATION:**
That the report dated March 25, 2025, titled "Online application portal and streamlined permit process" be received for information.
- 9.2 Development Concierge Program – Pilot** 148
Overview of a proposed concierge pilot program and its implementation approach which will facilitate strategically important development projects that support the City's housing and broader growth goals.
- RECOMMENDATION:**
THAT Council approve the launch of the concierge pilot program and proposed implementation approach.
- 9.3 Update on Recreation Services Fees and Charges for 2025** 155
An update on the proposed Recreation Services fee changes for 2025, which adjustments are needed to ensure service fees remain current.
- RECOMMENDATION:**
THAT Council receive the report titled "Update on Recreation Services Fees and Charges for 2025" dated March 25, 2025, for information.
- 9.4 Update on Filming Fees for 2025** 173
An overview of proposed updates to fees related to film productions filming in Maple Ridge.
- RECOMMENDATION:**
THAT Council receives the report titled "Update on Filming Fees for 2025" dated March 25, 2025, for information.

- 9.5 **Free Weekend Parking to Support Festivals, Events and Economic Development in the City** 183
A proposal for free underground parking annually on weekends from April through October to support festivals, events and economic development in the City Centre.

RECOMMENDATION:

THAT Council approves waiving underground parking rates on Saturdays and Sundays, annually from April 1 through October 31.

- 9.6 **Hammond Pool – Admissions for Maple Ridge Residents Summer 2025** 196
Proposal to offer Maple Ridge residents free admission to drop-in swim at Hammond Outdoor pool during the summer months.

RECOMMENDATION:

THAT Council approve the proposal to offer free admission to the Hammond Outdoor Pool for Maple Ridge residents in 2025

- 10. **OTHER MATTERS DEEMED EXPEDIENT**
- 11. **PUBLIC INQUIRY**
- 12. **MAYOR AND COUNCILLOR REPORTS**
- 13. **NOTICES OF MOTIONS**
- 14. **ADJOURNMENT**



REGULAR COUNCIL MEETING MINUTES

March 25, 2025, 7:00 p.m.
Council Chambers
City Hall, 11995 Haney Place

Council Present: Mayor D. Ruimy
Councillor K. Carreras
Councillor O. Dozie
Councillor J. Dueck

Councillor S. Schiller
Councillor J. Tan
Councillor A. Yousef (Virtual)

Staff Present:

| | |
|---|---|
| S. Hartman, Chief Administrative Officer | C. Nolan, Deputy Director of Finance |
| C. Mushata, Director of Legislative Services and Corporate Officer | J. Stiver, Director of Building, Development and Planning |
| C. Bevacqua, Clerk 3 | A. Alijani, Senior Engineering Technologist |
| M. Adams, Director of Bylaw, Licensing & Community Safety | M. Halpin, Manager of Transportation |
| A. Grochowich, Manager of Community Planning | P. Purewal, Senior Manager, Corporate Communications |
| Z. Lifshiz, Director, Strategic Development, Communications and Public Engagement | J. Kuba, Marketing and Communications Coordinator |
| H. Nadvi, Associate Director of Building, Development and Planning | D. Purcell-Chung, Manager of Development and Environmental Services |
| | A. Slater-Kinghorn, Planning Technician |

Councillor Yousef attended the meeting virtually

1. CALL TO ORDER – 7:01 pm

The Mayor called the meeting to order and provided the land acknowledgment.

2. APPROVAL OF AGENDA

Regular Council Meeting Agenda - March 25, 2025

R/2025-CM-80

Moved by: Councillor Carreras

Seconded by: Councillor Dueck

THAT the March 25, 2025, Regular Council Agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

Report of Public Hearing - March 11, 2025
Regular Council Minutes - March 11, 2025

R/2025-CM-81

Moved by: Councillor Schiller

Seconded by: Councillor Dozie

THAT the following minutes be adopted as circulated:

- Report of Public Hearing - March 11, 2025
- Regular Council Meeting Minutes - March 11, 2025

CARRIED

4. PRESENTATIONS AT THE REQUEST OF COUNCIL

5. DELEGATIONS

6. PUBLIC COMMENT ON AGENDA ITEMS

One member of the public participated in Public Comment on Agenda Items.

7. CONSENT AGENDA

R/2025-CM-82

Moved by: Councillor Dozie

Seconded by: Councillor Tan

THAT the item contained in the March 25, 2025, Regular Council Consent Agenda be received into the record.

7.1 AP Disbursements January 2025

Disbursements summary for the month ended January 31, 2025.

CARRIED

8. BYLAWS

8.1 2022-195-RZ, 24340 and 24360 102 Avenue, RS-3 to R-3

To rezone the subject properties from RS-3 (Single Detached Rural Residential) to R-3 (Single Detached (Intensive) Urban Residential) to permit a future subdivision of five lots.

R/2025-CM-83

Moved by: Councillor Dozie

Seconded by: Councillor Dueck

THAT Zone Amending Bylaw No. 7903-2023 be given third reading.

CARRIED

8.2 2023-163-RZ, 20235, 20247 and 20265 Patterson Avenue, RS-1 to RM-1

To rezone the subject properties from RS-1 (Single Detached Residential) to RM-1 (Low Density Townhouse Residential) to allow the future development of 28 townhouse units.

R/2025-CM-84

Moved by: Councillor Schiller

Seconded by: Councillor Dozie

THAT Zone Amending Bylaw No. 7946-2023 be given third reading.

CARRIED

8.3 2021-320-RZ, 12209, 12219, 12231, 12241, and 12251 222 Street and 22190 123 Avenue, RS-1 to RM-2

To redesignate the subject properties from Single-Family Residential to Low-Rise Apartment and to rezone from RS-1 (Single Detached Residential) to RM-2 (Medium Density Apartment Residential) to allow the future construction of two 6-storey apartment buildings with a total of 152 market strata dwelling units.

R/2025-CM-85

Moved by: Councillor Dueck

Seconded by: Councillor Dozie

THAT Official Community Plan Amending Bylaw No. 7771-2021 be given first reading.

CARRIED

R/2025-CM-86

Moved by: Councillor Dozie

Seconded by: Councillor Tan

THAT in accordance with Section 475 and 476 of the Local Government Act, Council direct staff to proceed with the consultation strategy as outlined in the Staff report dated March 25, 2025, for Official Community Plan Amending Bylaw No. 7771-2021.

THAT an opportunity for early and ongoing consultation be provided by way of posting Official Community Plan Amending Bylaw No. 7771-2021 on the City's website, and Council considers holding a Public Hearing on the Bylaw to be sufficient consultation.

THAT in accordance with Section 477 of the Local Government Act, Council considers the Official Community Plan Amending Bylaw No. 7771-2021 consistent with the City's Capital Expenditure Plan and Waste Management Plan.

CARRIED

R/2025-CM-87

Moved by: Councillor Dozie

Seconded by: Councillor Carreras

THAT Official Community Plan Amending Bylaw No. 7771-2021 be given second reading and forwarded to Public Hearing.

CARRIED

R/2025-CM-88

Moved by: Councillor Schiller

Seconded by: Councillor Dozie

THAT Zone Amending Bylaw No. 7772-2021 be given second reading and forwarded to Public Hearing; and

THAT staff be directed to work with the applicant to address the outstanding terms and conditions as outlined in the Staff report dated March 25, 2025, and any others as identified by Council, prior to recommending bylaw adoption.

CARRIED

8.4 Short-Term Rental Implementation

To present three amending bylaws necessary to regulate Short-Term Rentals in Maple Ridge.

R/2025-CM-89

Moved by: Councillor Schiller

Seconded by: Councillor Dozie

THAT Zone Amending Bylaw No. 8029-2025, to enable Short-Term Rentals, be given first and second reading and be forwarded to Public Hearing.

CARRIED

R/2025-CM-90

Moved by: Councillor Dozie

Seconded by: Councillor Carreras

THAT Off-Street Parking and Loading Amending Bylaw No. 8030-2025, to support the provision of Short-Term Rentals, be given first, second and third reading.

CARRIED

R/2025-CM-91

Moved by: Councillor Dueck

Seconded by: Councillor Dozie

THAT Business Licencing and Regulation Amending Bylaw No. 8022-2025, to license Short-Term Rentals, be given first, second and third reading; and

THAT Council direct staff to notify the public of the proposed Business Licencing and Regulation Amending Bylaw No. 8022-2025, in accordance with Option C as outlined in the report dated March 25, 2025.

CARRIED

8.5 Servicing Officer Designation Bylaw No. 8031-2025

A bylaw which seeks to designate Servicing Officers in compliance with recent provincial legislation under Bill 16.

R/2025-CM-92

Moved by: Councillor Dueck

Seconded by: Councillor Schiller

THAT council give first, second and third reading to Maple Ridge Servicing Officer Designation Bylaw No. 8031-2025.

CARRIED

9. STAFF AND COMMITTEE REPORTS

9.1 Community Engagement Framework and Updated Corporate Communications and Community Engagement Policy 5.57

Finalized Community Engagement Framework which will serve as a guiding document for community input in the City's decision-making processes along with the updated Corporate Communications and Community Engagement Policy 5.57 which aligns with the new framework and best practices.

The Senior Manager of Corporate Communications gave a detailed presentation and answered questions of Council.

R/2025-CM-93

Moved by: ~~Moved by:~~ Councillor Dozie

Seconded by: Councillor Schiller

THAT Council approve the Community Engagement Framework; and

THAT Council approve the Corporate Communications and Community Engagement Policy No. 5.57.

10. OTHER MATTERS DEEMED EXPEDIENT

11. PUBLIC INQUIRY

One member of the public participated in Public Inquiry.

12. MAYOR AND COUNCILLOR REPORTS

13. NOTICES OF MOTIONS

14. ADJOURNMENT – 7:56 pm

D. Ruimy, Mayor

C. Mushata, Corporate Officer

DRAFT



**SPECIAL COUNCIL
MEETING MINUTES**

**April 1, 2025, 8:30 a.m.
Council Chambers
City Hall, 11995 Haney Place**

Council Present: Mayor D. Ruimy
Councillor K. Carreras
Councillor O. Dozie (Virtual)
Councillor J. Dueck

**Councillor S. Schiller
Councillor J. Tan
Councillor A. Yousef**

| | | |
|-----------------------|---|--|
| Staff Present: | S. Hartman, Chief Administrative Officer C. Mushata, Director of Legislative Services and Corporate Officer C. Bevacqua, Clerk 3 M. Adams, Director of Bylaw, Licensing & Community Safety S. Faltas, Director of Engineering M. Lewis, Executive Director, Human Resources Z. Lifshiz, Director, Strategic Development, Communications and Public Engagement C. Martin, Director of Recreation Services C. Nolan, Deputy Director of Finance | W. Oleschak, Director of City Operations, Acting Chief Operating Officer V. Richmond, Director of Facilities, Parks & Properties D. Samson, Interim Fire Chief P. Sanderson, Manager of Corporate Strategy & Business Transformation J. Stiver, Director of Planning & Building T. Thompson, Director of Finance C. Lee, Manager of Financial Planning P. Sagert, Chief Information Officer |
|-----------------------|---|--|

Councillor Dozie attended the meeting virtually

1. CALL TO ORDER – 8:34 am

The Mayor called the meeting to order and provided the land acknowledgment.

2. APPROVAL OF THE AGENDA

Special Council Meeting Agenda - April 1, 2025

R/2025-SCM-001

Moved by: Councillor Schiller

Seconded by: Councillor Carreras

THAT the April 1, 2025, Special Council Agenda be approved as circulated.

CARRIED

3. PUBLIC COMMENT ON AGENDA ITEMS

4. GENERAL MATTERS

4.1 2025-2029 Financial Plan Bylaw 8019-2025

To approve the financial plan which incorporates 2025–2029 Capital Program, one-time decision packages approved in December 2024, previously approved capital projects currently underway, and ongoing decision packages from the December business planning session.

The Manager of Financial Planning gave a detailed presentation and answered questions of Council. The Deputy Director of Finance answered questions of Council.

R/2025-SCM-002

Moved by: Councillor Schiller

Seconded by: Councillor Yousef

THAT the 2025-2029 Financial Plan Bylaw 8019-2025 be given first, second and third reading.

**CARRIED
with Councillor Yousef opposed**

4.2 Maple Ridge 2025 Property Tax Rates

To establish property tax rates for municipal and regional district purposes for 2025.

The Manager of Financial Planning gave a detailed presentation and answered questions of Council.

R/2025-SCM-003

Moved by: Councillor Dueck

Seconded by: Councillor Tan

THAT Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025 be given first, second and third reading.

**CARRIED
with Councillor Yousef opposed**

4.3 2025-2029 Sewer Rate Bylaw No. 8027-2025

To set the annual sewer rates, which levies fund the cost of providing both the City's local sewer infrastructure and maintenance, as well as regional wastewater treatment costs.

The Manager of Financial Planning gave a detailed presentation and answered questions of Council.

Councillor S. Schiller left the meeting at 10:10 am, returning at 10:12 am

R/2025-SCM-004

Moved by: Councillor Yousef

Seconded by: Councillor Tan

THAT Maple Ridge Sewer Rate Amending Bylaw No. 8027-2025 be given first, second and third reading.

CARRIED

4.4 Repeal Recycling Levy Bylaw No. 4655-1992

To repeal the Recycling Charges Bylaw, as Recycle BC now provides curbside recycling services at no cost to residents.

The Manager of Financial Planning gave a detailed presentation and answered questions of Council.

R/2025-SCM-005

Moved by: Councillor Yousef

Seconded by: Councillor Dueck

THAT Maple Ridge Recycling Charges Repeal Bylaw No. 8028-2025 be given first, second, and third reading.

CARRIED

5. ADJOURNMENT – 10:18 am

D. Ruimy, Mayor

C. Mushata, Corporate Officer

CITY OF MAPLE RIDGE

BYLAW NO. 8019-2025

A bylaw to establish the five-year financial plan for the years 2025 through 2029

WHEREAS, the public has had the opportunity to provide comments or suggestions with respect to the financial plan;

AND WHEREAS, Council deems this to be a process of public consultation under Section 166 of the Community Charter;

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

1. This Bylaw may be cited as "Maple Ridge 2025-2029 Financial Plan Bylaw No. 8019-2025".
2. Statement 1 attached to and forming part of this bylaw is hereby declared to be the Consolidated Financial Plan of the City of Maple Ridge for the years 2025 through 2029.
3. Statement 2 attached to and forming part of the bylaw is hereby declared to be the Revenue and Property Tax Policy Disclosure for the City of Maple Ridge.
4. Statement 3 attached to and forming part of the bylaw is hereby declared to be the Capital Expenditure Disclosure for the City of Maple Ridge.

READ a first time the 1st day of April, 2025

READ a second time the 1st day of April, 2025

READ a third time the 1st day of April, 2025

ADOPTED the ___ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENTS: Statement 1, Statement 2 and Statement 3

Statement 1

Consolidated Financial Plan 2025-2029 (\$ in thousands)

| | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|------------------|-----------------|-----------------|-----------------|-----------------|
| REVENUES | | | | | |
| Revenues | | | | | |
| Development Fees | | | | | |
| Developer Contributed Assets | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Developer Cost Charges | 45,789 | 25,241 | 29,978 | 4,183 | 2,357 |
| Developer Projects & Amenity Contributions | 9,261 | 3,200 | - | - | - |
| Parkland Acquisition | 1,683 | 200 | 200 | 200 | 200 |
| Contribution from Others | 2,138 | 1,557 | 1,567 | 1,577 | 1,587 |
| Development Fees Total | 78,871 | 50,198 | 51,745 | 25,960 | 24,144 |
| Property Taxes | 126,316 | 136,046 | 146,521 | 154,286 | 162,492 |
| Parcel Charges | 1,226 | 1,250 | 1,275 | 1,300 | 1,325 |
| Fees & Charges | 68,113 | 70,876 | 74,756 | 79,408 | 84,456 |
| Interest | 4,315 | 4,435 | 4,555 | 4,575 | 4,575 |
| Grants | 11,820 | 5,402 | 42,558 | 5,709 | 5,711 |
| Total Revenues | 290,661 | 268,207 | 321,410 | 271,238 | 282,703 |
| EXPENDITURES | | | | | |
| Operating Expenditures | | | | | |
| Debt & Interest Payments | 1,713 | 1,762 | 3,171 | 4,324 | 4,185 |
| Amortization | 30,808 | 30,808 | 30,808 | 30,808 | 30,808 |
| Other Expenditures | 188,029 | 179,127 | 187,874 | 195,198 | 202,730 |
| Total Expenditures | 220,550 | 211,697 | 221,853 | 230,330 | 237,723 |
| ANNUAL SURPLUS | 70,111 | 56,510 | 99,557 | 40,908 | 44,980 |
| Add Back: Amortization Expense (Surplus) | 30,808 | 30,808 | 30,808 | 30,808 | 30,808 |
| Less: Capital Expenditures | 221,255 | 91,844 | 147,700 | 20,245 | 13,600 |
| Less: Developer Contributed Capital | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| CHANGE IN FINANCIAL POSITION | (140,336) | (24,526) | (37,335) | 31,471 | 42,188 |
| OTHER REVENUES | | | | | |
| Add: Borrowing Proceeds | 36,855 | 15,000 | 32,967 | - | - |
| OTHER EXPENDITURES | | | | | |
| Less: Principal Payments on Debt | 4,960 | 5,108 | 4,742 | 4,010 | 4,147 |
| TOTAL REVENUES LESS EXPENSES | (108,441) | (14,634) | (9,110) | 27,461 | 38,041 |
| INTERNAL TRANSFERS | | | | | |
| Transfer From Reserve Funds | | | | | |
| Capital Works Reserve | 1,028 | - | - | - | - |
| Equipment Replacement Reserve | 13,576 | 2,217 | 2,022 | 2,427 | 2,032 |
| Fire Department Capital Reserve | 1,280 | - | - | - | - |
| Growing Community Reserve | 12,938 | 1,800 | - | - | - |
| Total Transfer from Reserve Funds | 28,822 | 4,017 | 2,022 | 2,427 | 2,032 |
| Less: Transfer To Reserve Funds | | | | | |
| Capital Works Reserve | (1,164) | 1,784 | 3,250 | 1,673 | 5,469 |
| Equipment Replacement Reserve | 1,463 | 2,808 | 3,040 | 3,217 | 3,370 |
| Fire Department Capital Reserve | 2,673 | 1,419 | 1,026 | 46 | 244 |
| Land Reserve | 5 | 5 | 5 | 5 | 5 |
| Total Transfer to Reserve Funds | 2,977 | 6,016 | 7,321 | 4,941 | 9,088 |
| Transfer From (To) Own Reserves | 70,192 | 5,110 | 4,268 | (7,898) | (10,290) |
| Transfer From (To) Surplus | 12,404 | 11,523 | 10,141 | (17,049) | (20,695) |
| Transfer From (To) Surplus & Own Reserves | 82,596 | 16,633 | 14,409 | (24,947) | (30,985) |
| TOTAL INTERNAL TRANSFERS | 108,441 | 14,634 | 9,110 | (27,461) | (38,041) |
| BALANCED BUDGET | - | - | - | - | - |

Statement 2

Revenue and Property Tax Policy Disclosure

REVENUE DISCLOSURE

| Revenue Proportions | 2025 | | 2026 | | 2027 | | 2028 | | 2029 | |
|-------------------------------|----------------|-------------|----------------|-------------|----------------|-------------|----------------|-------------|----------------|-------------|
| | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % |
| Revenues | | | | | | | | | | |
| Property Taxes | 126,316 | 38.7 | 136,046 | 48.0 | 146,521 | 41.3 | 154,286 | 56.9 | 162,492 | 57.4 |
| Parcel Charges | 1,226 | 0.4 | 1,250 | 0.4 | 1,275 | 0.4 | 1,300 | 0.5 | 1,325 | 0.5 |
| Fees & Charges | 68,113 | 20.8 | 70,876 | 25.0 | 74,756 | 21.1 | 79,408 | 29.3 | 84,456 | 29.9 |
| Borrowing Proceeds | 36,855 | 11.3 | 15,000 | 5.3 | 32,967 | 9.3 | - | - | - | - |
| Other Sources | 95,006 | 29.0 | 60,035 | 21.2 | 98,858 | 27.9 | 36,244 | 13.4 | 34,430 | 12.2 |
| Total Revenues | 327,516 | 100 | 283,207 | 100 | 354,377 | 100 | 271,238 | 100 | 282,703 | 100 |
| Other Sources include: | | | | | | | | | | |
| Development Fees Total | 78,871 | 24.1 | 50,198 | 17.8 | 51,745 | 14.5 | 25,960 | 9.6 | 24,144 | 8.4 |
| Interest | 4,315 | 1.3 | 4,435 | 1.6 | 4,555 | 1.3 | 4,575 | 1.7 | 4,575 | 1.6 |
| Grants (Other Govts) | 11,820 | 3.6 | 5,402 | 1.9 | 42,558 | 12.0 | 5,709 | 2.1 | 5,711 | 2.0 |
| | 95,006 | 29.0 | 60,035 | 21.2 | 98,858 | 27.9 | 36,244 | 13.4 | 34,430 | 12.2 |

OBJECTIVES & POLICIES

Property Tax Revenue

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives, outlined in Financial Sustainability Policy 5.52 section 6.

The Financial Plan includes property tax increases that are as listed below:

| | 2025 | 2026 | 2027 | 2028 | 2029 |
|------------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Purpose | 3.80% | 4.70% | 4.70% | 2.90% | 2.90% |
| Infrastructure Replacement | 0.80% | 1.00% | 1.00% | 1.00% | 1.00% |
| Parks & Recreation | 0.30% | 0.60% | 0.60% | 0.00% | 0.00% |
| Total Property Tax Increase | 4.90% | 6.30% | 6.30% | 3.90% | 3.90% |

Additional information on the tax increases and the cost drivers can be found in the most recent Financial Overview Report.

Property tax revenue includes property taxes as well as grants in lieu of property taxes.

Parcel Charges

Parcel charges consist of a sewer charge and, for some properties, a local area service or improvement charge. They are a useful tool for assigning a fixed or variable cost to all, or a subset of, properties to support specific services. Unlike property taxation, parcel charges do not need to be based on assessed property value and can instead reflect other factors that more accurately represent the cost of delivering the service.

Statement 2

Revenue and Property Tax Policy Disclosure

Fees & Charges

Fees should be reviewed annually and updated if needed. Fees are used to offset some or all the costs of providing specific services. The utility fees are reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates, as set out in the Business Planning Guidelines.

Borrowing Proceeds

Debt is used when it makes sense, and with caution as it commits future cash flows to debt payments, restricting the ability to use these funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project. More information on previously approved borrowing can be found in the most recent Financial Overview Report.

Other Sources

This will vary greatly year to year as it includes:

- Development fees which fund capital projects from the DCC Reserve
- Contribution from others in relation to capital
- Grants which are sought from various agencies and may be leveraged with City funds

PROPERTY TAX DISCLOSURE

Property Tax Revenue Distribution

| Property Class | Taxation Revenue ('000s) | | Assessed Value ('000s) | | Tax Rate (\$/1000) | Multiple (Rate/Res.Rate) |
|------------------|-----------------------------|-------------|---------------------------|-------------|-----------------------|-----------------------------|
| Residential | 98,728 | 79.6% | 37,049,000 | 90.7% | 2.6648 | 1.0 |
| Utility | 987 | 0.8% | 24,680 | 0.1% | 40.0000 | 15.0 |
| Major Industry | - | - | - | - | 12.8896 | 4.8 |
| Light Industry | 6,357 | 5.1% | 986,333 | 2.4% | 6.4448 | 2.4 |
| Business/Other | 17,829 | 14.4% | 2,766,443 | 6.8% | 6.4448 | 2.4 |
| Rec./ Non-Profit | 74 | 0.1% | 7,989 | 0.0% | 9.2965 | 3.5 |
| Farm | 97 | 0.1% | 4,466 | 0.0% | 21.7234 | 8.2 |
| Total | 124,073 | 100% | 40,838,911 | 100% | | |

Statement 2

Revenue and Property Tax Policy Disclosure

PROPERTY TAX DISCLOSURE

Objectives & Policies

Property taxes are the City's largest source of revenue and are contained by efficient business practices. Annual business planning practices are the mechanism for resource allocation decisions.

The City's Financial Sustainability Policy section 6 discusses the necessity of diversifying the tax base. Development of employment-related properties is one method of diversification; therefore a key performance measurement in Strategic Economic Initiatives tracks the increased investment and development of non-residential properties.

A policy in the Financial Sustainability Plan that calls for stable tax increases and the adoption of the annual increase early in the prior year in the Business Planning Guidelines provides citizens with a more stable and predictable set of cost increases.

Property Tax Rates

It is policy to adjust property tax rates annually to offset the change of market values on property taxes. Tax rates are reduced to negate the market increases. Property tax increases are then applied at the same relative increase for all classes, unless legislation restricts the rates, as with Class 2, Utility.

The Business Class and Light Industry Class properties have the same municipal tax rate and are treated as a composite class when setting the tax rates.

In reviewing tax rates to ensure competitiveness, absolute rates, tax multiples and overall tax burden are considered. The impact that assessed values have when comparing to other geographical areas must be considered in a comparison of tax rates.

Permissive Tax Exemptions

Council has set policies around the use of permissive tax exemptions. These are Council Policies 5.19 through 5.24. These policies discuss Churches, Community Halls, Heritage Sites, Homes for the Care of Children and the Relief of the Aged, the Poor, the Disabled and the Infirm, Municipal Recreational Services, Private Hospitals and Daycares, Private School and Youth Recreation Groups.

Revitalization Tax Exemptions (no current programs)

In the past, Revitalization Tax Exemptions have been leveraged as a tool to provide incentives for the attainment of strategic goals related to land development and the attraction of high-value jobs. The Town Centre Investment Incentive Program was established to attract private investment in the fulfillment of the Town Centre Area Plan. Similarly, the Employment Land investment Incentive Program was designed to encourage job creation by supporting investment in buildings and **infrastructure on identified "employment lands"**.

Statement 3

Capital Expenditure Disclosure

The sole purpose of this statement is to meet legislative requirements and highlight the value of the Development Cost Charges; no other conclusions should be drawn from the figures as the information could be misconstrued. This disclosure is required under the Local Government Act s. 560 (2); capital costs attributable to projects to be partially funded by Development Cost Charges (DCC) must be included in the financial plan. The DCC program includes projects as far out as 2044 so the capital expenditures must be extended to match. Certain types of projects are not planned past the five-year time horizon of the financial plan. Much less scrutiny is given to projects that are planned in years 2030 through 2044. Projects in these years typically exceed likely funding available.

Capital Program for 2030 – 2044

(\$ in thousands)

| | |
|------------------------------|----------------------|
| Capital Works Program | 10,464 |
| Source of Funding | |
| Development Fees | |
| Development Cost Charges | 4,575 |
| Contribution from Others | - |
| | <u>4,575</u> |
| Borrowing Proceeds | - |
| Grants | - |
| Transfer from Reserve Funds | 787 |
| Revenue Funds | 5,103 |
| | <u>5,890</u> |
| | <u><u>10,464</u></u> |

2025-2029 Financial Plan Bylaw 8019-2025

Recommendation:

THAT the 2025-2029 Financial Plan Bylaw 8019-2025 be given first, second and third reading.

Report Purpose and Summary Statement:

This report provides Council with a detailed overview of community engagement efforts that informed the proposed 2025–2029 Financial Plan. It also summarizes changes to the proposed tax increase made since the presentation in January 2025.

The Financial Plan Bylaw incorporates the 2025–2029 Capital Program, one-time decision packages approved in December 2024, previously approved capital projects currently underway, and ongoing decision packages from the December business planning session.

Previous Council Action:

In January 2025, Council received a tax increase update and directed staff to undertake community engagement on the proposed 2025-2029 Financial Plan.

Financial Impact:

The report identifies a property tax increase equivalent to \$137 for an average home valued at \$1,100,000, equating to a 4.9% property tax increase for 2025.

Funding Source:

The City's Financial Plan accounts for all funding sources, including general revenue and reserves.

Strategic Alignment:

Liveable Community; Climate Leadership & Environmental Stewardship; Engaged, Healthy Community; Diversified, Thriving Economy; Governance & Corporate Excellence.

Climate Impact:

There are no direct climate impacts associated with this report.

Communications:

City staff engaged the public prior to presenting the Financial Plan to Council for adoption.

Applicable Legislation/Bylaw/Policy:

Provincial legislation requires adoption of the Financial Plan Bylaw by May 15.

2025-2029 Financial Plan Bylaw 8019-2025

BACKGROUND:

Arriving at the 2025-2029 Financial Plan Bylaw reflects a months-long effort shaped by staff contributions across the organization, guided by Council direction, and informed by community input.

In July 2024, Council approved financial planning guidelines targeting a 6.3% municipal tax increase for the 2025 budget to balance service delivery, infrastructure investment, and fiscal responsibility. This increase supports four key priorities: maintaining existing services, funding additional fire and police staffing, replacing aging infrastructure, and advancing parks and recreation projects.

In the December Financial Plan Update, Council heard that significant cost pressures had emerged during the budget process, raising the General Purpose tax allocation and increasing the projected municipal tax rate to 8.30%. These pressures were driven by inflation, recent collective bargaining agreements, and rising costs related to employee benefits, contracted services, parks maintenance, and software security.

Additional service enhancements aligned with Council's strategic priorities added 2.18%, bringing the preliminary tax increase to 10.48%. To reduce this, staff identified offsets totaling 3.61%, including energy savings, increased revenues, budget reallocations, and reserve funding, lowering the proposed tax increase to 6.87%.

In the January 2025 Financial Plan Update, Council reviewed a revised property tax increase of 5.5%. The reduction was driven by stronger-than-expected assessment growth, continued efforts to identify offsets, removal of curbside recycling pickup costs, and the reallocation of the recycling depot parcel charge to general taxation. Council also reviewed the expected impact on 2027 tax rates from RCMP staffing adjustments and directed staff to undertake additional community engagement on the draft 2025–2029 Financial Plan.

This report provides a summary of that engagement, outlines the updated proposed tax increase of 4.9%, and details the components included in the Financial Plan Bylaw.

ANALYSIS:

Discussion:

As noted in the January 2025 update, assessment growth exceeded the budget target (1.7% versus 1.5%) and further offsets were identified. Among these was the removal of curbside recycling costs and the reallocation of the recycling depot parcel charge to property taxation. These adjustments further reduced the tax increase to 5.5%.

Since then, we have received the Revised Roll from BC Assessment and gained greater clarity on 2024 year-end financial results. Staff also continued refining offsets and cost reductions. As a result, the proposed tax increase has been further reduced from 5.5% to 4.9%.

A 4.9% property tax increase results in an estimated impact of \$137 for the average residential property valued at \$1,1M. (An “average home” includes both single-family and multi-family units).

| PROPERTY TAX INCREASES | 2025 | 2026 | 2027 | 2028 | 2029 |
|-------------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Purpose | 2.45% | 3.35% | 2.90% | 2.90% | 2.90% |
| Police / Fire Protective Services | 1.35% | 1.35% | 1.80% | - | - |
| Infrastructure | 0.80% | 1.00% | 1.00% | 1.00% | 1.00% |
| Parks, Recreation & Culture Levy | 0.30% | 0.60% | 0.60% | - | - |
| STARTING POINT TAX INCREASES | 4.90% | 6.30% | 6.30% | 3.90% | 3.90% |

Property Taxes on Residence Assessed at \$1,1M

| Municipal Property Taxes | 2024 | 2025 | Increase |
|---------------------------------|-------------|-------------|-----------------|
| General Purpose | \$2,794 | \$2,931 | \$137 (4.9%) |

Water and Sewer Rates

Regional cost increases for water and sewer services remain unchanged from those shown at the January 2025 meeting. Water rates will increase by 4.5%, and sewer rates by 23.5%, reflecting ongoing infrastructure needs and regional costs for a sewage treatment plant.

| Municipal Utility Rates | 2024 | 2025 | Increase |
|--------------------------------|-------------|-------------|------------------|
| Water | \$786.85 | \$822.25 | \$35.40 (4.5%) |
| Sewer | \$579.72 | \$715.90 | \$136.18 (23.5%) |

Recycling Levy

Maple Ridge residents were originally set to pay a \$43 charge for curbside recycling on their 2025 property tax notice. However, with Recycle BC now providing the service at no cost, the charge has been removed.

Total Impact

Including general property taxes, water, and sewer rates, the total impact to the average residence in 2025 is approximately \$308. This does not include external agency levies like Translink or the provincial school tax, which BC municipalities are required to collect but do not control.

The 2025–2029 Financial Plan Bylaw includes capital projects approved in prior years that are currently underway. Given their size and complexity, many of these projects span multiple years to complete.

The bylaw presents a consolidated financial plan encompassing the General Revenue Fund, Sewer and Water Utility Funds, and the Capital Program, and is structured to meet legislative requirements.

The full capital project listing and other Financial Planning & Reporting documents will be available at: <https://www.mapleridge.ca/your-government/plans-strategies/financial-planning-reporting>.

Housing Accelerator Fund (HAF)

As Council is aware, the City has received \$4.2 million from the Housing Accelerator Fund (HAF), with additional payments expected as outlined in the funding agreement. These funds have not yet been allocated to specific projects or initiatives in the Financial Plan. Staff will report back to Council in June with details on projects and initiatives that will be supported by HAF funding, including update reports on the Certified Professional and Concierge programs.

Risk:

No specific contingencies have been allocated in the Financial Plan to address uncertainties arising from global political tensions. Staff will continue to closely monitor the situation. Council retains the authority to amend the Financial Plan at any time in response to emerging risks or unforeseen developments.

Public Engagement:

To support development of the 2025–2029 Financial Plan, City staff conducted three phases of community engagement between October 2024 and February 2025, reaching over 1,400 residents.

Phase 1: Citizen Survey

The first phase was anchored by the Citizen Survey, which focused on satisfaction with municipal services—44% of respondents rated services as good or very good. Recreation emerged as a key theme, with residents highlighting the quality of parks, trails, the leisure centre, and the library.

Phase 2: Service Priorities

Building on the Citizen Survey, the second phase highlighted key service themes and community priorities. Residents identified parks, playgrounds, sports fields, and trails as top-rated services, with 78% indicating strong support. Attracting new businesses and employees also emerged as a priority, with 75% emphasizing this area for future investment. Recurring comments included:

- Increasing efforts to attract and retain shopping amenities
- Improving transportation and mobility throughout Maple Ridge
- Maintaining a strong focus on community safety

Phase 3: Budget and Tax Considerations

In the final phase, residents were presented with sample tax impact scenarios associated with proposed investments in the 2025–2029 Financial Plan. Materials also showcased major upcoming capital projects and invited further feedback.

Engagement activities included three pop-up events and feedback collected through the Engage Maple Ridge platform. Feedback remained consistent with earlier phases:

- Strong support for recreation services, with residents calling for “more sports fields for lacrosse and baseball” and “more pools”
- Concerns about rising taxes, with nearly one-third of respondents acknowledging the City’s cost pressures while expressing hardship over rising household costs
- Several residents with mobility or visual impairments raised accessibility as a concern, citing insufficient lighting, lack of walkable sidewalks, and the need for improved mobility support
- General support for the City’s capital program, with comments such as “Lots of exciting plans” and “I think the budget looks great”

This multi-phase engagement process ensured that the 2025–2029 Financial Plan reflects the community’s priorities and concerns. The feedback gathered—ranging from strong support for recreation and accessibility improvements to caution around rising taxes—has directly informed the City’s approach to budgeting and investment. Ongoing dialogue with residents remains a critical part of responsible financial planning and strengthens the connection between City services and the community they serve.

Strategic Alignment:

The 2025–2029 Financial Plan Bylaw, along with the 2025 Tax Rate and Utility Rate Bylaws, is the result of business and financial planning processes guided by Council’s Strategic Plan and Financial Sustainability Plan Policies.

Applicable Legislation/Bylaw/Policy:

The business planning process culminates in the adoption of the five-year Financial Plan, along with the tax and utility rate bylaws, which must be adopted by May 15 as required by provincial legislation.

Financial Overview Report:

In addition to the required content, the City will produce a 2025–2029 Financial Overview Report to provide added context, highlight key information, and support public and stakeholder understanding of the City's business planning process.

CONCLUSION:

The Financial Plan is a multi-year planning and reporting tool that reflects Council's priorities and commitment to quality service delivery. With a 4.9% property tax increase—among the lowest of comparator municipalities—the Plan balances fiscal responsibility with community needs.

Council retains the authority to amend the Financial Plan at any time, ensuring the City remains responsive to emerging challenges and opportunities.

Prepared by: C.K. Lee
Manager of Financial Planning

Attachments:

- (A) Ongoing Decision Packages
- (B) 2025-2029 Financial Plan Summary of 2025 Consolidated Plan
- (C) 2025-2029 Financial Plan Bylaw 8019-2025
- (D) 2025-2029 Financial Plan Bylaw 8019-2025 Schedules 1, 2, 3

Report Approval Details

| | |
|----------------------|---|
| Document Title: | 2025-2029 Financial Plan Bylaw 8019-2025 Report.docx |
| Attachments: | <ul style="list-style-type: none">- Ongoing Decision Packages.pdf- 2025-2029 Financial Plan Bylaw 8019-2025.docx- 2025-2029 Financial Plan Bylaw 8019-2025 Schedules 1, 2, 3.docx- 2025-2029 Financial Plan Summary of 2025 Consolidated Plan.docx |
| Final Approval Date: | Mar 28, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Trevor Thompson, Chief Financial Officer

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

Ongoing Decision Packages

Climate Leadership & Environmental Stewardship

Key Result: Plant 750 Trees by Q4 2026

Request: Enhance urban forestry service

Council has set an ambitious goal of achieving 40% tree canopy coverage across urban areas by 2050, supported by the Urban Forest Management Strategy and Action Plan. Key initiatives include revising the Tree Management Bylaw, streamlining tree-related processes, and enhancing efficiency in inspections and approvals. Additionally, the plan focuses on securing and managing tree-related grants, developing relevant policies and procedures, and coordinating stewardship activities with external partners to maximize tree planting opportunities. These efforts aim to strategically and collaboratively expand the urban forest canopy within the targeted timeline.

Engaged, Healthy Community

Key Result: Complete a Community Safety Action Plan

Request: Create a Social Planning service

The creation of a Social Planning Service, including the establishment of a dedicated Manager of Social Planning role, represents a strategic investment in addressing community needs and advancing social well-being. This initiative aims to provide focused leadership in developing and implementing policies, programs, and partnerships that address key social issues. By creating this dedicated position, the City can enhance its capacity to collaborate with stakeholders and deliver targeted solutions that align with broader community and Council priorities. This service will play a critical role in fostering a healthier, more inclusive, and resilient community.

Request: Increase Community Safety Officer hours of service

Community Safety Officers (CSOs) face increasing risks due to growing desperation among individuals experiencing homelessness, heightened violence, and unpredictable behaviors linked to severe drug addiction and mental illness. A risk assessment conducted in April 2023 confirmed that all CSO job functions are medium to high risk, even with existing controls and PPE. To enhance officer safety and effectiveness, it is proposed to create two additional CSO positions, ensuring two-officer teams on every shift, seven days a week. This approach, aligning with the contact-and-cover model, significantly improves safety and compliance while meeting a service level previously approved by Council.

Key Result: Provide a diversity of inclusive and accessible recreation opportunities

Request: Ensure the quantity and quality of City-led events are maintained

Steep inflation since COVID has significantly increased event costs, particularly for safety measures like traffic management, first aid, security, and supervision, which are critical to maintaining public safety. With the end of federal and provincial COVID relief funding, the City faces rising expenses while meeting growing resident expectations for events as the population expands. To maintain high-quality service levels, funding is proposed to support key events such as Canada Day (road closures, entertainment, and personnel), Celebrate the Night (enhanced environmental activations and lighting), and neighborhood engagement initiatives like Rock the Blocks. This investment ensures bold, safe, and engaging community events that meet evolving expectations.

Request: Provide additional community- led event grants

The community led festivals grant funding supports the successful operation of existing community events while enabling the development of new cultural celebrations, such as Diwali and Bon Odori (Japanese Festival). This funding also enhances activations in Memorial Peace Park, creating vibrant experiences for residents and attracting tourism visitors, fostering cultural diversity, and strengthening community engagement.

Request: Increase the number of lifeguards patrolling the pool

To address visibility challenges caused by sightline issues at the pools, an increase in lifeguard hours is proposed to ensure adequate coverage. This measure enhances safety standards, ensuring lifeguards can effectively monitor all areas and respond promptly to emergencies, providing a safer environment for all pool users.

Key Result: Complete a de-integration transition plan for Ridge Meadows RCMP

Request: Support the de-integration of RCMP services

Increased staffing will support the Ridge Meadows RCMP during the ongoing de-integration process, ensuring effective management of the high criminal investigation burden and maintaining service levels as the transition progresses. These enhancements will enable faster response times, improved capacity for criminal investigations, and more consistent handling of non-emergency calls. As the community adjusts to the creation of an autonomous Maple Ridge RCMP, these efforts will help maintain public safety and meet the demands of a growing population.

Diversified, Thriving Economy

Key Result: Foundational Initiative

Request: Provide increased marketing capacity for economic development

This budget request supports ongoing economic development marketing activities to enhance business engagement, attract investment, and build awareness. Proposed initiatives include creating promotional materials, executing targeted digital and print campaigns, and advertising in trade publications for key industries. Funding will also support participation in industry events, such as the Web Summit, International Council of Shopping Centers, and Screen BC Creative Week, ensuring a strong presence in forums that align with investment attraction and business growth objectives.

Liveable Community

Key Result: Foundational Initiative

Request: Increase Capital Program delivery

With increased resources allocated to capital design and construction, additional support in procurement is essential to ensure the successful delivery of the Capital Program. The growing scale and complexity of projects demand enhanced procurement capacity to manage contracts, sourcing, and vendor relationships effectively. By strengthening procurement resources, the City can streamline project timelines, maintain cost control, and ensure compliance with procurement legislation, ultimately enabling the efficient execution of critical infrastructure projects and strategic initiatives outlined in the Capital Program.

Governance & Corporate Excellence

Key Result: Foundational Initiative

Request: Enhance recruitment and onboarding support delivery

Key functions related to recruitment, employee engagement, and onboarding processes are enhanced. It includes administrative and coordination support for managing job postings, scheduling interviews, preparing offer packages, and compiling onboarding documentation. System-related issues in recruitment will be addressed ensuring smooth and efficient operations. Additionally, it enhances the onboarding and offboarding experience for employees, fostering a supportive environment that promotes innovation, growth, and development in alignment with organizational priorities.

Ongoing Decision Packages with No Tax Impact

Request: Enhance the Capital Design & Construction Team

Historically, the City's Engineering department has delivered 13% of its capital budget, a challenge exacerbated by the anticipated annual growth of the capital budget in the coming years. The city's aging infrastructure, coupled with significant population growth projected for Maple Ridge over the next two decades years, will further increase the demand and reliance on civil infrastructure. Growth in the service area has not reflected population growth, directly impacting the department's ability to manage and deliver on its expanding capital portfolio effectively. Addressing this gap is essential to meeting current and future infrastructure needs.

Request: Provide support for filming attraction and management

Additional support is designed to strategically enhance Maple Ridge's film industry advantages by attracting investment, supporting business retention and expansion, and fostering creative industry development. This will provide essential support to the Film Coordinator, ensuring service levels are maintained, while driving initiatives like workshops for local business engagement, promoting Maple Ridge as a prime film location, and strengthening connections with industry organizations such as Creative BC and Screen BC. The focus will be on cluster development, talent profiling, and labor studies to position Maple Ridge as a hub for creative industries and film production.

Request: Increase Fire Service training supports

The service will focus on developing, implementing, and managing comprehensive training programs to ensure the safety, readiness, and effectiveness of fire service personnel. It will maintain compliance with industry standards, enhance skill development, and address emerging challenges in fire safety and emergency response. Training initiatives will support a well-prepared and resilient fire service, ensuring it can effectively meet the needs of the community.

Request: Establish an internal animal control service

The Animal Control service will be enhanced to ensure consistent oversight, high investigative standards, and alignment with the Animal Control Bylaw. This includes managing complex and technical enforcement issues, coordinating with the courts for legal actions such as injunctions and warrants, Dog Destruction Orders in Provincial Court, proactive dog licensing and supporting Public Place and Parks enforcement. By improving the structure and focus of this service, frontline officers will receive stronger support, labour relations will improve, and service delivery will be elevated. These changes will also enable the department to prioritize strategic oversight, ensuring long-term effectiveness and community impact.

Summary

2025 Consolidated Financial Plan

Revenue

| | |
|---------------------------------|-----------------|
| Property Taxes & Parcel Charges | \$127.5M |
| Fees & Charges | \$68.1M |
| Interest, Grants and Other | \$16.1M |
| Development Fees | \$78.9M |
| Borrowing Proceeds | \$36.9M |
| Reserves | <u>\$164.8M</u> |
| TOTAL REVENUES | \$492.3M |

Expenses

| | |
|-------------------------------|-----------------|
| Capital Program | \$241.3M |
| Operating Expenditures | \$218.8M |
| Principal & Interest Payments | \$6.7M |
| Reserves | <u>\$25.6M</u> |
| TOTAL EXPENSES | \$492.3M |

Balanced Budget \$0.0M

Revenues = Expenses; municipal budgets cannot run a deficit

Detail of Operating Expenditure 2025

| | |
|--|-----------------|
| General Government | \$27.9M |
| Planning & Development | \$10.4M |
| Engineering Services | \$20.6M |
| Parks, Recreation & Gen. Gov. Properties | \$31.5M |
| RCMP Contract | \$28.8M |
| Police & Bylaw Services | \$14.1M |
| Fire Protection | \$18.5M |
| Sewer | \$18.7M |
| Water | <u>\$17.6M</u> |
| | \$188.0M |

| | |
|-------------------------------------|-----------------|
| Amortization | <u>\$30.8M</u> |
| TOTAL OPERATING EXPENDITURES | \$218.8M |

CITY OF MAPLE RIDGE

BYLAW NO. 8019-2025

A bylaw to establish the five-year financial plan for the years 2025 through 2029

WHEREAS, the public has had the opportunity to provide comments or suggestions with respect to the financial plan;

AND WHEREAS, Council deems this to be a process of public consultation under Section 166 of the Community Charter;

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

1. This Bylaw may be cited as “Maple Ridge 2025-2029 Financial Plan Bylaw No. 8019-2025”.
2. Statement 1 attached to and forming part of this bylaw is hereby declared to be the Consolidated Financial Plan of the City of Maple Ridge for the years 2025 through 2029.
3. Statement 2 attached to and forming part of the bylaw is hereby declared to be the Revenue and Property Tax Policy Disclosure for the City of Maple Ridge.
4. Statement 3 attached to and forming part of the bylaw is hereby declared to be the Capital Expenditure Disclosure for the City of Maple Ridge.

READ a first time the ____ day of April, 2025

READ a second time the _____ day of April, 2025

READ a third time the _____ day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENT: Statement 1, Statement 2 and Statement 3

Statement 1

Consolidated Financial Plan 2025-2029 (\$ in thousands)

| | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|------------------|-----------------|-----------------|-----------------|-----------------|
| REVENUES | | | | | |
| Revenues | | | | | |
| Development Fees | | | | | |
| Developer Contributed Assets | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Developer Cost Charges | 45,789 | 25,241 | 29,978 | 4,183 | 2,357 |
| Developer Projects & Amenity Contributions | 9,261 | 3,200 | - | - | - |
| Parkland Acquisition | 1,683 | 200 | 200 | 200 | 200 |
| Contribution from Others | 2,138 | 1,557 | 1,567 | 1,577 | 1,587 |
| Development Fees Total | 78,871 | 50,198 | 51,745 | 25,960 | 24,144 |
| Property Taxes | 126,316 | 136,046 | 146,521 | 154,286 | 162,492 |
| Parcel Charges | 1,226 | 1,250 | 1,275 | 1,300 | 1,325 |
| Fees & Charges | 68,113 | 70,876 | 74,756 | 79,408 | 84,456 |
| Interest | 4,315 | 4,435 | 4,555 | 4,575 | 4,575 |
| Grants | 11,820 | 5,402 | 42,558 | 5,709 | 5,711 |
| Total Revenues | 290,661 | 268,207 | 321,410 | 271,238 | 282,703 |
| EXPENDITURES | | | | | |
| Operating Expenditures | | | | | |
| Debt & Interest Payments | 1,713 | 1,762 | 3,171 | 4,324 | 4,185 |
| Amortization | 30,808 | 30,808 | 30,808 | 30,808 | 30,808 |
| Other Expenditures | 188,029 | 179,127 | 187,874 | 195,198 | 202,730 |
| Total Expenditures | 220,550 | 211,697 | 221,853 | 230,330 | 237,723 |
| ANNUAL SURPLUS | 70,111 | 56,510 | 99,557 | 40,908 | 44,980 |
| Add Back: Amortization Expense (Surplus) | 30,808 | 30,808 | 30,808 | 30,808 | 30,808 |
| Less: Capital Expenditures | 221,255 | 91,844 | 147,700 | 20,245 | 13,600 |
| Less: Developer Contributed Capital | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| CHANGE IN FINANCIAL POSITION | (140,336) | (24,526) | (37,335) | 31,471 | 42,188 |
| OTHER REVENUES | | | | | |
| Add: Borrowing Proceeds | 36,855 | 15,000 | 32,967 | - | - |
| OTHER EXPENDITURES | | | | | |
| Less: Principal Payments on Debt | 4,960 | 5,108 | 4,742 | 4,010 | 4,147 |
| TOTAL REVENUES LESS EXPENSES | (108,441) | (14,634) | (9,110) | 27,461 | 38,041 |
| INTERNAL TRANSFERS | | | | | |
| Transfer From Reserve Funds | | | | | |
| Capital Works Reserve | 1,028 | - | - | - | - |
| Equipment Replacement Reserve | 13,576 | 2,217 | 2,022 | 2,427 | 2,032 |
| Fire Department Capital Reserve | 1,280 | - | - | - | - |
| Growing Community Reserve | 12,938 | 1,800 | - | - | - |
| Total Transfer from Reserve Funds | 28,822 | 4,017 | 2,022 | 2,427 | 2,032 |
| Less: Transfer To Reserve Funds | | | | | |
| Capital Works Reserve | (1,164) | 1,784 | 3,250 | 1,673 | 5,469 |
| Equipment Replacement Reserve | 1,463 | 2,808 | 3,040 | 3,217 | 3,370 |
| Fire Department Capital Reserve | 2,673 | 1,419 | 1,026 | 46 | 244 |
| Land Reserve | 5 | 5 | 5 | 5 | 5 |
| Total Transfer to Reserve Funds | 2,977 | 6,016 | 7,321 | 4,941 | 9,088 |
| Transfer From (To) Own Reserves | 70,192 | 5,110 | 4,268 | (7,898) | (10,290) |
| Transfer From (To) Surplus | 12,404 | 11,523 | 10,141 | (17,049) | (20,695) |
| Transfer From (To) Surplus & Own Reserves | 82,596 | 16,633 | 14,409 | (24,947) | (30,985) |
| TOTAL INTERNAL TRANSFERS | 108,441 | 14,634 | 9,110 | (27,461) | (38,041) |
| BALANCED BUDGET | - | - | - | - | - |

Statement 2

Revenue and Property Tax Policy Disclosure

REVENUE DISCLOSURE

| Revenue Proportions | 2025 | | 2026 | | 2027 | | 2028 | | 2029 | |
|-------------------------------|----------------|-------------|----------------|-------------|----------------|-------------|----------------|-------------|----------------|-------------|
| | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % | \$ ('000s) | % |
| Revenues | | | | | | | | | | |
| Property Taxes | 126,316 | 38.7 | 136,046 | 48.0 | 146,521 | 41.3 | 154,286 | 56.9 | 162,492 | 57.4 |
| Parcel Charges | 1,226 | 0.4 | 1,250 | 0.4 | 1,275 | 0.4 | 1,300 | 0.5 | 1,325 | 0.5 |
| Fees & Charges | 68,113 | 20.8 | 70,876 | 25.0 | 74,756 | 21.1 | 79,408 | 29.3 | 84,456 | 29.9 |
| Borrowing Proceeds | 36,855 | 11.3 | 15,000 | 5.3 | 32,967 | 9.3 | - | - | - | - |
| Other Sources | 95,006 | 29.0 | 60,035 | 21.2 | 98,858 | 27.9 | 36,244 | 13.4 | 34,430 | 12.2 |
| Total Revenues | 327,516 | 100 | 283,207 | 100 | 354,377 | 100 | 271,238 | 100 | 282,703 | 100 |
| Other Sources include: | | | | | | | | | | |
| Development Fees Total | 78,871 | 24.1 | 50,198 | 17.8 | 51,745 | 14.5 | 25,960 | 9.6 | 24,144 | 8.4 |
| Interest | 4,315 | 1.3 | 4,435 | 1.6 | 4,555 | 1.3 | 4,575 | 1.7 | 4,575 | 1.6 |
| Grants (Other Govts) | 11,820 | 3.6 | 5,402 | 1.9 | 42,558 | 12.0 | 5,709 | 2.1 | 5,711 | 2.0 |
| | 95,006 | 29.0 | 60,035 | 21.2 | 98,858 | 27.9 | 36,244 | 13.4 | 34,430 | 12.2 |

OBJECTIVES & POLICIES

Property Tax Revenue

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives, outlined in Financial Sustainability Policy 5.52 section 6.

The Financial Plan includes property tax increases that are as listed below:

| | 2025 | 2026 | 2027 | 2028 | 2029 |
|------------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Purpose | 3.80% | 4.70% | 4.70% | 2.90% | 2.90% |
| Infrastructure Replacement | 0.80% | 1.00% | 1.00% | 1.00% | 1.00% |
| Parks & Recreation | 0.30% | 0.60% | 0.60% | 0.00% | 0.00% |
| Total Property Tax Increase | 4.90% | 6.30% | 6.30% | 3.90% | 3.90% |

Additional information on the tax increases and the cost drivers can be found in the most recent Financial Overview Report.

Property tax revenue includes property taxes as well as grants in lieu of property taxes.

Parcel Charges

Parcel charges consist of a sewer charge and, for some properties, a local area service or improvement charge. They are a useful tool for assigning a fixed or variable cost to all, or a subset of, properties to support specific services. Unlike property taxation, parcel charges do not need to be based on assessed property value and can instead reflect other factors that more accurately represent the cost of delivering the service.

Statement 2

Revenue and Property Tax Policy Disclosure

Fees & Charges

Fees should be reviewed annually and updated if needed. Fees are used to offset some or all the costs of providing specific services. The utility fees are reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates, as set out in the Business Planning Guidelines.

Borrowing Proceeds

Debt is used when it makes sense, and with caution as it commits future cash flows to debt payments, restricting the ability to use these funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project. More information on previously approved borrowing can be found in the most recent Financial Overview Report.

Other Sources

This will vary greatly year to year as it includes:

- Development fees which fund capital projects from the DCC Reserve
- Contribution from others in relation to capital
- Grants which are sought from various agencies and may be leveraged with City funds

PROPERTY TAX DISCLOSURE

Property Tax Revenue Distribution

| Property Class | Taxation Revenue ('000s) | | Assessed Value ('000s) | | Tax Rate (\$/1000) | Multiple (Rate/Res.Rate) |
|------------------|-----------------------------|-------------|---------------------------|-------------|-----------------------|-----------------------------|
| Residential | 98,728 | 79.6% | 37,049,000 | 90.7% | 2.6648 | 1.0 |
| Utility | 987 | 0.8% | 24,680 | 0.1% | 40.0000 | 15.0 |
| Major Industry | - | - | - | - | 12.8896 | 4.8 |
| Light Industry | 6,357 | 5.1% | 986,333 | 2.4% | 6.4448 | 2.4 |
| Business/Other | 17,829 | 14.4% | 2,766,443 | 6.8% | 6.4448 | 2.4 |
| Rec./ Non-Profit | 74 | 0.1% | 7,989 | 0.0% | 9.2965 | 3.5 |
| Farm | 97 | 0.1% | 4,466 | 0.0% | 21.7234 | 8.2 |
| Total | 124,073 | 100% | 40,838,911 | 100% | | |

Statement 2

Revenue and Property Tax Policy Disclosure

PROPERTY TAX DISCLOSURE

Objectives & Policies

Property taxes are the City's **largest source of revenue and are contained by** efficient business practices. Annual business planning practices are the mechanism for resource allocation decisions.

The City's **Financial Sustainability Policy section 6 discusses the necessity** of diversifying the tax base. Development of employment-related properties is one method of diversification; therefore a key performance measurement in Strategic Economic Initiatives tracks the increased investment and development of non-residential properties.

A policy in the Financial Sustainability Plan that calls for stable tax increases and the adoption of the annual increase early in the prior year in the Business Planning Guidelines provides citizens with a more stable and predictable set of cost increases.

Property Tax Rates

It is policy to adjust property tax rates annually to offset the change of market values on property taxes. Tax rates are reduced to negate the market increases. Property tax increases are then applied at the same relative increase for all classes, unless legislation restricts the rates, as with Class 2, Utility.

The Business Class and Light Industry Class properties have the same municipal tax rate and are treated as a composite class when setting the tax rates.

In reviewing tax rates to ensure competitiveness, absolute rates, tax multiples and overall tax burden are considered. The impact that assessed values have when comparing to other geographical areas must be considered in a comparison of tax rates.

Permissive Tax Exemptions

Council has set policies around the use of permissive tax exemptions. These are Council Policies 5.19 through 5.24. These policies discuss Churches, Community Halls, Heritage Sites, Homes for the Care of Children and the Relief of the Aged, the Poor, the Disabled and the Infirm, Municipal Recreational Services, Private Hospitals and Daycares, Private School and Youth Recreation Groups.

Revitalization Tax Exemptions (no current programs)

In the past, Revitalization Tax Exemptions have been leveraged as a tool to provide incentives for the attainment of strategic goals related to land development and the attraction of high-value jobs. The Town Centre Investment Incentive Program was established to attract private investment in the fulfillment of the Town Centre Area Plan. Similarly, the Employment Land investment Incentive Program was designed to encourage job creation by supporting investment in buildings and **infrastructure on identified "employment lands"**.

Statement 3

Capital Expenditure Disclosure

The sole purpose of this statement is to meet legislative requirements and highlight the value of the Development Cost Charges; no other conclusions should be drawn from the figures as the information could be misconstrued. This disclosure is required under the Local Government Act s. 560 (2); capital costs attributable to projects to be partially funded by Development Cost Charges (DCC) must be included in the financial plan. The DCC program includes projects as far out as 2044 so the capital expenditures must be extended to match. Certain types of projects are not planned past the five-year time horizon of the financial plan. Much less scrutiny is given to projects that are planned in years 2030 through 2044. Projects in these years typically exceed likely funding available.

Capital Program for 2030 – 2044

(\$ in thousands)

| | |
|------------------------------|--------|
| Capital Works Program | 10,464 |
| Source of Funding | |
| Development Fees | |
| Development Cost Charges | 4,575 |
| Contribution from Others | - |
| | 4,575 |
| Borrowing Proceeds | - |
| Grants | - |
| Transfer from Reserve Funds | 787 |
| Revenue Funds | 5,103 |
| | 5,890 |
| | 10,464 |

CITY OF MAPLE RIDGE

BYLAW NO. 8026-2025

A bylaw to establish property tax rates for Municipal and Regional District purposes for the year 2025

WHEREAS pursuant to provisions in the Community Charter Council must, by bylaw, establish property tax rates;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025".
2. The following rates are hereby imposed and levied for the year 2025:
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule "A" attached hereto and forming a part hereof.
 - (b) For purposes of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Schedule "B" attached hereto and forming a part hereof.
3. The minimum taxation upon a parcel of real property shall be One Dollar (\$1.00).

READ a first time the 1st day of April, 2025

READ a second time the 1st day of April, 2025

READ a third time the 1st day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENTS: Schedule A, Schedule B

City of Maple Ridge
 Schedule 'A' to Bylaw No. 8026-2025
 Tax Rates (dollars of tax per \$1,000 taxable value)

| | | 1 | 2 | 4 | 5 | 6 | 8 | 9 |
|---|----------------------|-------------|---------|-------------------|-------------------|--------------------|--------------------|---------|
| | | Residential | Utility | Major Industry | Light Industry | Business/ Other | Rec/ Non-profit | Farm |
| A | General Municipal | 2.6648 | 40.0000 | 12.8896 | 6.4448 | 6.4448 | 9.2965 | 21.7234 |

City of Maple Ridge
 Schedule 'B' to Bylaw No. 8026-2025
 Tax Rates (dollars of tax per \$1,000 taxable value)

| | | 1 | 2 | 4 | 5 | 6 | 8 | 9 |
|---|--|-------------|---------|-------------------|-------------------|--------------------|------------------------|--------|
| | | Residential | Utility | Major Industry | Light Industry | Business/ Other | Rec/ Non- profit | Farm |
| A | Greater Vancouver Regional District | 0.0553 | 0.1936 | 0.1880 | 0.1880 | 0.1355 | 0.0553 | 0.0553 |

2025 Maple Ridge Property Tax Rates Bylaw No. 8026-2025

Recommendation:

THAT Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025 be given first, second and third readings

Report Purpose and Summary Statement:

The City has received the Revised Assessment Roll from BC Assessment, allowing for the finalization of 2025 municipal property tax rates.

The 2025–2029 Financial Plan Bylaw includes a 4.9% municipal property tax increase. Additionally, the City collects levies on behalf of external agencies including the Province, BC Assessment, and TransLink. Some of these rates remain pending, so figures in the Appendix may change before final reading.

In accordance with provincial legislation, the Property Tax Rate Bylaw must be adopted annually before May 15

Financial Impact:

A sample of eight residential properties is provided in Appendix A, illustrating tax levy changes over several years. These examples demonstrate how tax changes vary based on property-specific assessment shifts, even when the city-wide tax increase is uniform.

Strategic Alignment:

Governance & Corporate Excellence

Applicable Legislation Bylaw / Policy:

Provincial legislation requires adoption of the Financial Plan Bylaw by May 15.

To: Mayor and Council

File number: [4274225]

Maple Ridge Property Tax Rates 2025 Bylaw No. 8026-2025

BACKGROUND:

ANALYSIS:

Discussion:

There are nine property classes in BC. They are:

| Class | Description |
|--------------|---|
| 1 | Residential (includes both single family and strata residences) |
| 2 | Utilities |
| 3 | Supportive Housing |
| 4 | Major Industry |
| 5 | Light Industry |
| 6 | Business and Other |
| 7 | Managed Forest Land |
| 8 | Recreational Land |
| 9 | Farm |

Each year, property tax rates are adjusted for two key factors:

- Changes in average market value for each property class
- The City's increased revenue needs, as identified in the Financial Plan

Tax rates are calculated using the Revised Assessment Roll, which lists all properties and their assessed values. Rates are adjusted to neutralize market value changes, and a uniform tax increase is applied across all property classes—except where restricted (e.g. Utilities, Class 2) or otherwise directed by Council.

Based on BC Assessment's July 1 valuation date, the average market value change for Residential (Class 1) properties was -0.13%, with variations depending on specific property assessments.

For Light Industry (Class 5) and Business & Other (Class 6), the average increase was approximately 3%. Corresponding tax rates are adjusted to offset this market change.

Although there are no Major Industry (Class 4) properties in Maple Ridge, a property tax rate is still included in the unlikely event that a supplementary reclassification occurs.

The property tax notice includes levies from external agencies such as the Province, BC Assessment, and TransLink. These rates are beyond the City's control. Some remain pending and may result in updates to the figures in the attachments before final reading.

Financial Impact:

A sample of eight residential properties is provided in Appendix A, illustrating tax levy changes over several years. These examples demonstrate how tax changes vary based on property-specific assessment shifts, even when the city-wide tax increase is uniform.

Applicable Legislation:

Provincial legislation requires adoption of the Financial Plan Bylaw by May 15.

CONCLUSION:

The 2025 Property Tax Rates Bylaw aligns with the Financial Plan Bylaw and establishes the tax rates that generate the majority of the City's annual revenue.

Prepared by: C.K. Lee
Manager of Financial Planning

Attachments:

- (A) Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025
- (B) Illustrative Residential Property Tax Comparison

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Maple Ridge Property Tax Rates 2025 Bylaw No. 8026-2025 Report.docx |
| Attachments: | - Maple Ridge Property Tax Rates 2025 Bylaw No. 8026-2025.docx - Illustrative Residential Property Tax Comparison (2025).docx |
| Final Approval Date: | Mar 28, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Trevor Thompson, Chief Financial Officer

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

CITY OF MAPLE RIDGE

BYLAW NO. 8026-2025

A bylaw to establish property tax rates for Municipal
and Regional District purposes for the year 2025

WHEREAS pursuant to provisions in the Community Charter Council must, by bylaw, establish property tax rates;

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

1. This Bylaw may be cited for all purposes as “Maple Ridge 2025 Property Tax Rates Bylaw No. 8026-2025”.
2. The following rates are hereby imposed and levied for the year 2025:
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule “A” attached hereto and forming a part hereof.
 - (b) For purposes of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Schedule “B” attached hereto and forming a part hereof.
3. The minimum taxation upon a parcel of real property shall be One Dollar (\$1.00).

READ a first time the ____ day of April, 2025

READ a second time the ____ day of April, 2025

READ a third time the ____ day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge
Schedule 'A' to Bylaw No. 8026-2025

Tax Rates (dollars of tax per \$1,000 taxable value)

| | | 1 | 2 | 4 | 5 | 6 | 8 | 9 |
|---|----------------------|-------------|---------|-------------------|-------------------|--------------------|--------------------|---------|
| | | Residential | Utility | Major Industry | Light Industry | Business/ Other | Rec/ Non-profit | Farm |
| A | General Municipal | 2.6648 | 40.0000 | 12.8896 | 6.4448 | 6.4448 | 9.2965 | 21.7234 |

City of Maple Ridge
Schedule 'B' to Bylaw No. 8026-2025
 Tax Rates (dollars of tax per \$1,000 taxable value)

| | | 1 | 2 | 4 | 5 | 6 | 8 | 9 |
|---|--|-------------|---------|-------------------|-------------------|--------------------|--------------------|--------|
| | | Residential | Utility | Major Industry | Light Industry | Business/ Other | Rec/ Non-profit | Farm |
| A | Greater Vancouver Regional District | 0.0553 | 0.1936 | 0.1880 | 0.1880 | 0.1355 | 0.0553 | 0.0553 |

ATTACHMENT - ILLUSTRATIVE RESIDENTIAL PROPERTY TAX COMPARISON*Levy amounts include external agencies and utilities. 2025 is an estimate as not all external levies are known*

| ASSESSMENT | 2025 | 2024 | 2023 | 2022 | 2021 |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| 1. Silver Valley | 2,664,000 | 2,112,000 | 2,127,000 | 1,898,000 | 1,417,000 |
| 2. Cottonwood | 1,298,000 | 1,296,000 | 1,281,000 | 1,182,000 | 855,000 |
| 3. Whonnock | 1,458,100 | 1,351,000 | 1,307,000 | 1,226,000 | 917,600 |
| 4. West Maple Ridge | 1,040,900 | 1,096,300 | 1,015,600 | 997,100 | 703,100 |
| 5. Town Centre Strata | 623,000 | 645,000 | 600,000 | 538,000 | 353,000 |
| 6. West Maple Ridge | 1,647,000 | 1,569,000 | 1,557,000 | 1,457,000 | 1,132,000 |
| 7. Lower Hammond | 857,900 | 875,100 | 845,100 | 777,600 | 551,200 |
| 8. Upper Hammond | 1,156,000 | 1,167,000 | 1,190,000 | 1,052,000 | 778,000 |

| ASSESSMENT CHANGE % | 2025 | 2024 | 2023 | 2022 | 2021 |
|----------------------------|-------------|-------------|-------------|-------------|-------------|
| 1. Silver Valley | 26.1% | -0.7% | 12.1% | 33.9% | 3.9% |
| 2. Cottonwood | 0.2% | 1.2% | 8.4% | 38.2% | 4.9% |
| 3. Whonnock | 7.9% | 3.4% | 6.6% | 33.6% | 8.6% |
| 4. West Maple Ridge | -5.1% | 7.9% | 1.9% | 41.8% | 4.8% |
| 5. Town Centre Strata | -3.4% | 7.5% | 11.5% | 52.4% | 1.4% |
| 6. West Maple Ridge | 5.0% | 0.8% | 6.9% | 28.7% | 5.1% |
| 7. Lower Hammond | -2.0% | 3.5% | 8.7% | 41.1% | 4.1% |
| 8. Upper Hammond | -0.9% | -1.9% | 13.1% | 35.2% | 6.6% |

| LEVY – TOTAL | 2025 | 2024 | 2023 | 2022 | 2021 |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| 1. Silver Valley | 11,596 | 9,070 | 8,726 | 8,067 | 7,575 |
| 2. Cottonwood | 6,770 | 6,461 | 6,104 | 5,802 | 5,316 |
| 3. Whonnock | 5,878 | 5,264 | 4,868 | 4,711 | 4,424 |
| 4. West Maple Ridge | 5,734 | 5,689 | 5,124 | 5,098 | 4,590 |
| 5. Town Centre Strata | 4,049 | 3,903 | 3,548 | 3,309 | 2,878 |
| 6. West Maple Ridge | 9,269 | 8,455 | 8,002 | 7,673 | 7,411 |
| 7. Lower Hammond | 4,996 | 4,834 | 4,494 | 4,262 | 3,864 |
| 8. Upper Hammond | 6,198 | 5,963 | 5,768 | 5,307 | 4,948 |

| LEVY – TOTAL CHANGE % | 2025 | 2024 | 2023 | 2022 | 2021 |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| 1. Silver Valley | 27.8% | 3.9% | 8.2% | 6.5% | 2.5% |
| 2. Cottonwood | 4.8% | 5.9% | 5.2% | 9.2% | 3.9% |
| 3. Whonnock | 11.7% | 8.1% | 3.3% | 6.5% | 7.0% |
| 4. West Maple Ridge | 0.8% | 11.0% | 0.5% | 11.1% | 3.9% |
| 5. Town Centre Strata | 3.8% | 10.0% | 7.2% | 15.0% | 2.2% |
| 6. West Maple Ridge | 9.6% | 5.7% | 4.3% | 3.5% | 4.2% |
| 7. Lower Hammond | 3.3% | 7.6% | 5.5% | 10.3% | 3.5% |
| 8. Upper Hammond | 3.9% | 3.4% | 8.7% | 7.3% | 5.1% |

**CITY OF MAPLE RIDGE
BYLAW NO. 8027-2025**

A Bylaw to amend Maple Ridge Sewer Rate Bylaw No. 718-1964.

WHEREAS, the Council of the City of Maple Ridge has, by bylaw, imposed metered charges against the registered owners of property for the provision and maintenance of the sanitary sewer system and now wishes to amend those charges for all uses of the sanitary sewer system;

AND WHEREAS, it is deemed expedient to amend the Maple Ridge Sewer Rate Bylaw No. 718-1964;

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

1. This Bylaw shall be cited for all purposes as "Maple Ridge Sewer Rate Amending Bylaw No. 8027 - 2025".
2. Maple Ridge Sewer Rate Bylaw No. 718-1964 is hereby amended by:
 - a) Deleting Schedule A of the Maple Ridge Sewer Rate Bylaw No. 718-1964 in its entirety and replacing it with the new Schedule A, attached hereto.

READ a first time the 1st day of April, 2025

READ a second time the 1st day of April, 2025

READ a third time the 1st day of April, 2025

ADOPTED the ___ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENT: Schedule A

SCHEDULE A Flat Rate & Metered Charges

USE

| A. Residential | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|-------------|-------------|-------------|-------------|-------------|
| (1) Per Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (2) Per Additional Dwelling Unit located within the structure of a Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (3) Per Additional Dwelling Unit or Detached Garden Suite located on the same parcel as the Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (4) Per Dwelling Unit for Duplex, Triplex, Apartment, Townhouse or Mobile Home | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (5) (a) Per Boarding House or Rest Home, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (b) Per Boarder or Roomer in excess of two (2) for each Boarding House or Rest Home | \$ 177.33 | \$ 192.40 | \$ 208.76 | \$ 226.50 | \$ 245.75 |
| B. Commercial and Institutional | 2025 | 2026 | 2027 | 2028 | 2029 |
| (1) Per Unit (Hall, Theatre, Church, Store, Office, Shop, Barber Shop, Beauty Shop) | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (2) (a) Per Restaurant, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (b) Per Seat in excess of 10 seats for each Restaurant | \$ 70.12 | \$ 76.08 | \$ 82.54 | \$ 89.56 | \$ 97.17 |
| (3) Per Classroom in each School | \$ 492.79 | \$ 534.68 | \$ 580.13 | \$ 629.44 | \$ 682.94 |
| (4) Per Bed in each Hospital | \$ 492.79 | \$ 534.68 | \$ 580.13 | \$ 629.44 | \$ 682.94 |
| (5) (a) Per Motel or Hotel, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (b) Per Room in excess of one (1) room | \$ 178.89 | \$ 194.09 | \$ 210.59 | \$ 228.49 | \$ 247.92 |
| (6) (a) Per Beverage Room, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (b) Per Seat in excess of 10 seats for each Beverage Room | \$ 70.12 | \$ 76.08 | \$ 82.54 | \$ 89.56 | \$ 97.17 |
| (7) Per Laundry | \$ 1,121.62 | \$ 1,216.96 | \$ 1,320.40 | \$ 1,432.63 | \$ 1,554.41 |
| (8) Per Dry Cleaner | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (9) (a) Per Laundromat, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (b) Per Machine | \$ 178.89 | \$ 194.09 | \$ 210.59 | \$ 228.49 | \$ 247.92 |
| C. Industrial | 2025 | 2026 | 2027 | 2028 | 2029 |
| (1) Where parcels are subject to Metered Water Charges as established for the subject parcel by Maple Ridge Water Service Bylaw No. 6002-2001 (<i>as amended</i>) Rate applied to metered water charge each quarter | 86.56% | 89.89% | 93.35% | 96.95% | 100.00% |
| (2) Where parcels are subject to Flat Rate Charges as established for the subject parcel by Maple Ridge Water Service Bylaw No. 6002-2001 (<i>as amended</i>) Per Industrial Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |

Maple Ridge Sewer Rate Amending Bylaw No. 8027-2025

Recommendation:

THAT Maple Ridge Sewer Rate Amending Bylaw No. 8027-2025 be given first, second and third readings.

Report Purpose and Summary Statement:

The annual sewer levy funds both the City's local sewer infrastructure and maintenance, as well as regional wastewater treatment costs. Sewer rates generate sufficient revenue to cover the cost of providing those services.

Financial Impact:

The 25.00% rate sewer increase in 2025 equates to a total increase of \$136.18 for a single-family dwelling. The sewer parcel charge remains unchanged at \$35.00, resulting in a total increase of 23.50%. In 2025, the average sewer fee per property will be about \$716.

Strategic Alignment:

Climate Leadership & Environmental Stewardship. Both the City and region are improving wastewater treatment to reduce their impact on the environment.

To: Mayor and Council

File number: [4264888]

Maple Ridge Sewer Rate Amending Bylaw No. 8027-2025

BACKGROUND:

ANALYSIS:

Discussion:

The 2025 sanitary sewer utility levy is increasing by 25% as a result of rising expenses incurred by Metro Vancouver for the North Shore Wastewater Treatment Plant. This has imposed considerable financial stress on regional municipalities, including Maple Ridge. Each household will see an annual increase of \$90, culminating in an approximate \$3 million total increase for the City. The parcel charge will remain at \$35, bringing the overall increase to 23.5%. From 2026-2029, the sewer rate increases are planned to revert to 8.5%, maintaining consistency with the previously established financial plans for the sewer utility levy. Future adjustments may be possible as regional projects are completed, allowing the City to balance infrastructure needs with fiscal responsibility.

Strategic Alignment:

Climate Leadership & Environmental Stewardship. Both the City and region are improving wastewater treatment to reduce their impact on the environment.

Financial Impact:

The Sewer Utility funds regional capital expenditures through an allocation model that distributes rate increases over time to utility ratepayers. It also covers local sewer infrastructure and maintenance costs. Typically, 65% of sewer fees go toward regional wastewater treatment, which has been increasing by 10% annually, while the remaining 35% funds local infrastructure and maintenance.

Capital project funding contributes to year-to-year fluctuations in sewer rates. Any capital investment impacts from new wastewater regulations will be addressed at the regional level, with member municipalities sharing the costs.

For now, the Region's 10% average annual increase is expected to continue.

CONCLUSION:

The region's significant investments in wastewater treatment have increased costs for the municipalities it serves. This bylaw amendment ensures sufficient funding to meet both Maple Ridge's regional obligations and ongoing investment in local sewer infrastructure and service delivery.

Prepared by: CK Lee
Manager of Financial Planning

Attachments: (A) 2025-2029 Sewer Rate Bylaw No. 8027-2025

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2025-2029 Sewer Rate Bylaw No. 8027-2025 Report.docx |
| Attachments: | - 2025-2029 Sewer Rate Bylaw No. 8027-2025.docx |
| Final Approval Date: | Mar 28, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Trevor Thompson, Chief Financial Officer

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

CITY OF MAPLE RIDGE

BYLAW NO. 8027 - 2025

A Bylaw to amend Maple Ridge Sewer Rate Bylaw No. 718-1964.

WHEREAS, the Council of the City of Maple Ridge has, by bylaw, imposed metered charges against the registered owners of property for the provision and maintenance of the sanitary sewer system and now wishes to amend those charges for all uses of the sanitary sewer system;

AND WHEREAS, it is deemed expedient to amend the Maple Ridge Sewer Rate Bylaw No. 718-1964;

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

1. This Bylaw shall be cited for all purposes as “Maple Ridge Sewer Rate Amending Bylaw No. 8027 - 2025”.
2. Maple Ridge Sewer Rate Bylaw No. 718-1964 is hereby amended by:
 - a) Deleting Schedule A of the Maple Ridge Sewer Rate Bylaw No. 718-1964 in its entirety and replacing it with the new Schedule A, attached hereto.

READ a first time the ____ day of April, 2025

READ a second time the ____ day of April, 2025

READ a third time the ____ day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

SCHEDULE A
Flat Rate & Metered Charges

USE

| A. Residential | | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|--|-------------|-------------|-------------|-------------|-------------|
| (1) | Per Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (2) | Per Additional Dwelling Unit located within the structure of a Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (3) | Per Additional Dwelling Unit or Detached Garden Suite located on the same parcel as the Single Family Dwelling Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (4) | Per Dwelling Unit for Duplex, Triplex, Apartment, Townhouse or Mobile Home | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (5) | (a) Per Boarding House or Rest Home, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| | (b) Per Boarder or Roomer in excess of two (2) for each Boarding House or Rest Home | \$ 177.33 | \$ 192.40 | \$ 208.76 | \$ 226.50 | \$ 245.75 |
| <hr/> | | | | | | |
| B. Commercial and Institutional | | 2025 | 2026 | 2027 | 2028 | 2029 |
| (1) | Per Unit (Hall, Theatre, Church, Store, Office, Shop, Barber Shop, Beauty Shop) | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (2) | (a) Per Restaurant, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| | (b) Per Seat in excess of 10 seats for each Restaurant | \$ 70.12 | \$ 76.08 | \$ 82.54 | \$ 89.56 | \$ 97.17 |
| (3) | Per Classroom in each School | \$ 492.79 | \$ 534.68 | \$ 580.13 | \$ 629.44 | \$ 682.94 |
| (4) | Per Bed in each Hospital | \$ 492.79 | \$ 534.68 | \$ 580.13 | \$ 629.44 | \$ 682.94 |
| (5) | (a) Per Motel or Hotel, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| | (b) Per Room in excess of one (1) room | \$ 178.89 | \$ 194.09 | \$ 210.59 | \$ 228.49 | \$ 247.92 |
| (6) | (a) Per Beverage Room, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| | (b) Per Seat in excess of 10 seats for each Beverage Room | \$ 70.12 | \$ 76.08 | \$ 82.54 | \$ 89.56 | \$ 97.17 |
| (7) | Per Laundry | \$ 1,121.62 | \$ 1,216.96 | \$ 1,320.40 | \$ 1,432.63 | \$ 1,554.41 |
| (8) | Per Dry Cleaner | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| (9) | (a) Per Laundromat, plus | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |
| | (b) Per Machine | \$ 178.89 | \$ 194.09 | \$ 210.59 | \$ 228.49 | \$ 247.92 |
| <hr/> | | | | | | |
| C. Industrial | | 2025 | 2026 | 2027 | 2028 | 2029 |
| (1) | Where parcels are subject to Metered Water Charges as established for the subject parcel by Maple Ridge Water Service Bylaw No. 6002-2001 <i>(as amended)</i> Rate applied to metered water charge each quarter | 86.56% | 89.89% | 93.35% | 96.95% | 100.00% |
| (2) | Where parcels are subject to Flat Rate Charges as established for the subject parcel by Maple Ridge Water Service Bylaw No. 6002-2001 <i>(as amended)</i> Per Industrial Unit | \$ 680.91 | \$ 738.78 | \$ 801.58 | \$ 869.71 | \$ 943.64 |

CITY OF MAPLE RIDGE

BYLAW NO. 8028-2025

A Bylaw to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992

WHEREAS, Council deems it expedient to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992;

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

1. This Bylaw shall be cited for all purposes as "Maple Ridge Recycling Charges Repeal Bylaw No. 8028-2025".
2. Maple Ridge Recycling Charges Bylaw No. 4655-1992, and all amendments thereto, are hereby repealed.

READ a first time the 1st day of April, 2025

READ a second time 1st day of April, 2025

READ a third time 1st day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

A Bylaw to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992

Recommendation:

THAT Maple Ridge Bylaw No. 8028-2025 to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992 be given first, second, and third reading.

Report Purpose and Summary Statement:

This report recommends repealing the Recycling Charges Bylaw, as Recycle BC now provides curbside recycling services at no cost to residents.

Financial Impact:

Maple Ridge residents were set to pay a \$43 recycling charge on their 2025 property tax notice for curbside recycling. That fee has now been eliminated.

Funding Source:

Parcel charges for the depot operations have been shifted to property taxation, meaning the recycling depot's funding is now part of general tax revenue instead of a separate fee.

Strategic Alignment:

Climate Leadership & Environmental Stewardship. Transitioning to Recycle BC aligns with the City's sustainability goals, and forms part of the ongoing effort to help residents manage waste responsibly and keep Maple Ridge clean. Ridge Meadows Recycling Society will continue managing the Recycling Depot.

To: Mayor and Council

File number: [4275355]

A Bylaw to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992

BACKGROUND:

ANALYSIS:

Discussion:

Historically, Maple Ridge partnered with Ridge Meadows Recycling Society for curbside recycling and environmental stewardship. As of January 1, 2025, Recycle BC took over curbside recycling services, while Ridge Meadows Recycling Society continues to operate the Maple Ridge Recycling Depot.

Recycle BC is a non-profit organization funded by businesses that supply packaging and paper to residents in British Columbia, and effective January 1st 2025, started providing curbside recycling services to Maple Ridge residents at no cost.

With this transition, the Recycling Charges Bylaw No. 4655-1992 is no longer required and should be repealed.

Strategic Alignment:

Climate Leadership & Environmental Stewardship. Transitioning to Recycle BC aligns with the City's sustainability goals, and forms part of the ongoing effort to help residents manage waste responsibly and keep Maple Ridge clean. Meanwhile, Ridge Meadows Recycling Society continues its role in managing the Recycling Depot, ensuring long-term environmental commitment remains intact.

Financial Impact:

Maple Ridge residents were set to pay a \$43 recycling charge on their 2025 property tax notice for curbside recycling. However, with Recycle BC now providing the service at no cost, that fee has been eliminated.

CONCLUSION:

The repealing of the Recycling Charges Bylaw No. 4655-1992 reflects the transition of curbside recycling to Recycle BC at no cost to residents. This change streamlines waste management while maintaining the Ridge Meadows Recycling Society's role in operating the Recycling Depot.

Prepared by: C.K. Lee
Manager of Financial Planning

Attachments: (A) Repealing Recycling Levy (Bylaw No. 4655-1992) No. 8028-2025

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Repealing Recycling Levy (Bylaw No. 4655-1992) No. 8028-2025 Report.docx |
| Attachments: | - Repealing Recycling Levy (Bylaw No. 4655-1992) No. 8028-2025.docx |
| Final Approval Date: | Mar 28, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Trevor Thompson, Chief Financial Officer

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

CITY OF MAPLE RIDGE

BYLAW NO. 8028-2025

A Bylaw to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992

WHEREAS, Council deems it expedient to repeal Maple Ridge Recycling Charges Bylaw No. 4655-1992;

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

1. This Bylaw shall be cited for all purposes as “Maple Ridge Recycling Charges Repeal Bylaw No. 8028-2025”.
2. Maple Ridge Recycling Charges Bylaw No. 4655-1992, and all amendments thereto, are hereby repealed.

READ a first time the ____ day of April, 2025

READ a second time the ____ day of April, 2025

READ a third time the ____ day of April, 2025

ADOPTED the ____ day of April, 2025

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE
BYLAW NO. 8031-2025

A Bylaw to designate servicing officers pursuant to section 513.2 of the *Local Government Act*

WHEREAS, section 513.2 of the *Local Government Act* authorizes a local government to require the provision of land for highway use as a condition of issuing a building permit;

AND WHEREAS, the *Local Government Act* requires a local government to designate servicing officers by bylaw for the purpose of administering the provisions of section 513.2;

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

1. Title

- (1) This Bylaw shall be cited for all purposes as "Maple Ridge Servicing Officer Designation Bylaw No. 8031-2025".

2. Definitions

- (1) In this Bylaw,
 - (a) "*Act*" means the *Local Government Act*, RSBC 2015, c. 1;
 - (b) "*Chief Planning Officer*" means the person appointed to the position of Director of the department responsible for planning services;
 - (c) "*Municipal Engineer*" means the person appointed to the position of Director of the department responsible for engineering services;
 - (d) "*Servicing Officer*" means a person designated under section 3 of this Bylaw to carry out the functions described in section 513.2 of the *Act*.

3. Designation of Servicing Officers

- (1) The following classes of persons are designated as Servicing Officers for the purposes of section 513.2 of the *Act*:
 - (a) Municipal Engineer;
 - (b) The Chief Planning Officer or a person in a substantially equivalent position with the municipality;
 - (c) Other employees of the municipality as designated by a resolution of Council;

(d) Persons under contract with the municipality to provide services related to land use, planning, or engineering.

4. General

- (1) A Servicing Officer is authorized to exercise the powers and perform the duties set out in section 513.2 of the *Act*, including requiring the provision of land for highway use as a condition of issuing a building permit.
- (2) Where Council designates an employee under section 3(c) of this Bylaw, such designation must be recorded in the minutes of the Council meeting at which the resolution is passed.

5. Severability

- (1) If any part of this Bylaw is for any reason held to be invalid by a court of competent jurisdiction, the invalid portion must be severed, and the remainder of the Bylaw shall remain valid and in effect.

READ a first time this 25th day of March, 2025

READ a second time this 25th day of March, 2025

READ a third time this 25th day of March, 2025

ADOPTED this ___ day of _____, 2025

PRESIDING MEMBER

CORPORATE OFFICER

Serving Officer Designation Bylaw No. 8031-2025

Recommendation:

THAT council give first, second and third reading to “Maple Ridge Servicing Officer Designation Bylaw No. 8031-2025

Report Purpose and Summary Statement:

To present “Maple Ridge Servicing Officer Bylaw No. 8031-2025” for Council’s consideration, which seeks to designate servicing officers in compliance with recent provincial legislation under Bill 16.

Strategic Alignment:

Liveable Community

Applicable Legislation/Bylaw/Policy:

Bill 16 and the *Local Government Act*

To: Mayor and Council

File number: [01-0530-01]

Servicing Officer Designation Bylaw

BACKGROUND:

In April 2024, Bill 16 was introduced as part of the new housing legislation. The amendment allows local government servicing officers to require landowners to provide portions of their land designated for highway use when issuing building permits, without any compensation.

ANALYSIS:

Discussion:

This amendment empowers local governments to designate servicing officers by bylaw which must fall within a prescribed list of persons prescribed by provincial regulations. This regulation came into force in February 2025, resulting in the attached bylaw being put forward for council's consideration.

If adopted, the bylaw will automatically designate the Director of Planning and Building, and the Director of Engineering as Servicing Officers, adhering to the prescribed class of persons in the Regulation.

Once adopted, additional appointments of individuals may be proposed to be designated as Servicing Officers.

Strategic Alignment:

Liveable Community

Applicable Legislation/Bylaw/Policy:

Bill 16 and the *Local Government Act*

CONCLUSION:

Adopting "Maple Ridge Servicing Officer Bylaw No. 8031-2025" is essential to continue working toward council's vision of a Livable Community. Staff recommend Council give the first three readings to the bylaw.

Prepared by: Carolyn Mushata, CMC, MMC
Director of Legislative Services

Attachments:

(A) Maple Ridge Servicing Officer Bylaw No. 8013-2025

Report Approval Details

| | |
|----------------------|----------------------------|
| Document Title: | Serving Officer Bylaw.docx |
| Attachments: | |
| Final Approval Date: | Mar 17, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Corinn Howes, Deputy Corporate Officer

Scott Hartman, Chief Administrative Officer

2019-013-RZ, 24156 104 Avenue Second Reading for Zone Amending Bylaw No. 7814-2021

Recommendation:

THAT *Zone Amending Bylaw No. 7814-2021* be given second reading and be forwarded to Public Hearing; and

THAT Staff be directed to work with the applicant to address any outstanding terms and conditions as set out in the Staff Report, and any other as identified by Council, prior to recommending Bylaw adoption.

Report Purpose and Summary Statement:

To consider rezoning the subject property from the RS-3 zone to the RM-1 zone to facilitate the development of 21 townhouse units, and recommend that Council read the bylaw a second time and call a Public Hearing.

Previous Council Action:

Council granted first reading to Zone Amending Bylaw No. 7814-2021 on February 22, 2022.

Proposed Variances:

Variances are being requested to reduce the front lot line setback from 7.5 m to 4.25 m, and the interior lot line setbacks from 7.5 m to 6.05 m on the west side and to 6.14 m on the east side, and reduce the minimum drive aisle width from 7.3 m to 6.0 m.

Strategic Alignment:

Liveable Community

Communications:

A Development Information Meeting was held on April 2, 2024, and Public Notification will be sent out prior to the Public Hearing in accordance with the requirements of the City's Bylaws and the *Local Government Act*.

To: Mayor and Council

File number: 2019-013-RZ

2019-013-RZ, 24156 104 Avenue
Second Reading for Zone Amending Bylaw No. 7814-2021

BACKGROUND:

Property Owner: Sommet Investments Ltd.

Legal Description: Lot "K" Section 3 Township 12 New Westminster District Plan 20434

OCP Designation:
 Existing: *Medium Density Residential* [No Change]
 Proposed: *Medium Density Residential* [No Change]

Within Urban Area Boundary: Yes
 Area Plan: Albion Area Plan
 OCP Major Corridor: Yes

Zoning:
 Existing: RS-3 (Single Detached Rural Residential)
 Proposed: RM-1 (Low Density Townhouse Residential)

Surrounding Uses:

| | | |
|--------|--------------|--|
| North: | Use: | School |
| | Zone: | P-1 (Park & School) |
| | Designation: | <i>Institutional</i> |
| South: | Use: | Multi-Unit Residential |
| | Zone: | RM-1 (Low Density Townhouse Residential) |
| | Designation: | <i>Medium Density Residential</i> |
| East: | Use: | Single Detached Residential |
| | Zone: | RS-3 (Single Detached Rural Residential) |
| | Designation: | <i>Medium Density Residential</i> |
| West: | Use: | Multi-Unit Residential |
| | Zone: | RM-1 (Low Density Townhouse Residential) |
| | Designation: | <i>Medium Density Residential</i> |

Existing Use of Property: Single Detached Residential
 Proposed Use of Property: Multi-Family Residential

| | |
|------------------------------|-----------------------|
| Site Area: | 0.397 ha (0.99 acres) |
| Site Area after dedications: | 0.387 ha (0.96 acres) |
| Access: | 104 Avenue |
| Servicing Requirement: | Urban Standard |
| Fraser Sewer Area: | Yes |

PROJECT DESCRIPTION:

Site Context:

The subject property is located in the Albion neighbourhood on the south side of 104 Avenue, east of the intersection with 240 Street and is approximately 0.4 hectares (0.99 acres) in area (Attachments A and B). The surrounding neighbourhood is transitioning from larger, single detached properties to intensive single detached developments and townhouses. C sq nel  Elementary School is located directly across the street to the north, and Samuel Robertson Technical Secondary School is located approximately 500 m to the north-east. Albion Community Centre is located directly across the street to the north, and Albion Park is located approximately 500 m to the east. Commercial services are located to the south along 102 Avenue and Lougheed Highway.

The existing single detached dwelling and accessory structures on the property will be removed if the rezoning is approved. Slopes over 30% are meandering over the northern half of the property, influencing the buildable area as shown on the proposed development plans (Attachment E).

Proposal:

The applicant is proposing to rezone the subject property from RS-3 (Single Detached Rural Residential) to RM-1 (Low Density Townhouse Residential) to allow for the construction of 21 townhouse units with access from 104 Avenue (Attachment E). The development will consist of five blocks of three-storey, three-bedroom units. Vehicular access will be provided from 104 Avenue through a central drive aisle. All proposed units are designed with a one-car garage and a semi-covered stall in the front yard beside it. Tandem parking stalls are not proposed.

PLANNING ANALYSIS:

Discussion:

Pursuant to Section 464 of the *Local Government Act*, a Public Hearing must be held for the subject application to allow the public the opportunity to comment on the proposed bylaw and the development. The Bill 44 exemption that prohibits Public Hearings for residential developments that are consistent with the Official Community Plan (OCP), does not apply to rezoning applications that received first reading before November 30, 2023 (i.e., the date that Bill 44 came into effect). As Council granted first reading for the subject rezoning application on February 22, 2022, a Public Hearing is required. Public notification will proceed as per Council Policy No. 3.17 Public Hearing Process.

Official Community Plan:

The development site is located within the Albion Area Plan and is currently designated Medium Density Residential (Attachment C). This designation allows for a range of housing styles and densities, including smaller lot single detached housing, townhouse, and duplex dwelling units. The proposed rezoning to the RM-1 zone and townhouse development is consistent with the City's OCP and the Albion Area Plan.

Zoning Bylaw:

The application is to rezone the subject property from RS-3 to RM-1 to permit the proposed development. The development site exceeds the minimum lot area and dimension requirements for the RM-1 zone and is approximately 0.4 ha (0.99 ac) in area, 45 m in width and 86.8 m in depth before road dedication.

The development proposes a density of 0.75 Floor Space Ratio (FSR) making use of the Albion Area Density Bonus Amenity Contribution provision of *Zoning Bylaw No. 7600-2019*. The minimum lot size for the proposed zone subject to the Albion Area Density Bonus Contribution is 1,115 m². The Albion Area Density Bonus requires an amenity contribution of \$3,100.00 for each unit that is greater than the permitted 0.6 FSR of the RM-1 zone (i.e., the base density), up to the maximum of 0.75 FSR (i.e., the bonus density). The Albion density bonus amount for this development will be \$65,100.00

Common Open Area, Outdoor Amenity and Private Outdoor Area requirements of the Zoning Bylaw have all been met with each unit featuring a private outdoor area and a central common amenity area. The plans show that 41% of the development site (1,600 m²) will be landscaped with a permeable surface, which meets the Zoning Bylaw requirement.

A Development Variance Permit is required for reduced building setbacks on the front and both interior lot lines. The proposed variances are discussed below.

Off-Street Parking and Loading Bylaw:

The *Off-Street Parking and Loading Bylaw No. 4350-1990* requires two parking spaces per dwelling unit for the RM-1 zone. With 21 units proposed for this application, there is a requirement for 42 parking spaces, which has been met by the applicant. There is also a requirement for five visitor parking spaces to be provided for the development, which has also been met, resulting in a total of 47 parking spaces being provided. A minimum of one parking space per dwelling unit is also required to be provided with roughed-in infrastructure capable of providing Level 2 EV charging, which the applicant has met.

The applicant is seeking a variance for the required minimum aisle width, which is discussed later in this report.

Proposed Variances:

A Development Variance Permit application has been received for this project as set out in Table 1.

Table 1. Proposed Variances and Staff Comments

| Minimum Principal Structure Setback Variance | |
|--|--|
| <p>Variances: <i>Zoning Bylaw No. 7600-2019, Part 6, Section 617.7 (3)</i></p> <ul style="list-style-type: none"> • To vary the front lot line setback to the principal structure from 7.50 m to 4.25 m. • To vary the interior lot line setbacks from all proposed townhouse buildings from: <ul style="list-style-type: none"> ○ 7.50 m to 6.05 m on the west side ○ 7.50 m to 6.14 on the east side. | <p>Staff Comments: The Setback Variances are being supported by Staff for the following reasons:</p> <ul style="list-style-type: none"> • The reduced front lot line setback is a result of the road dedication and would improve the development's street interface with 104 Avenue and the neighbouring townhouses. • There are major elevation changes on the both the east and west sides of the development that eliminate any potential for overlooking and privacy issues. |
| Minimum Maneuvering Aisle Width Variance | |
| <p>Variance: <i>Off-Street Parking and Loading Bylaw No. 4350-1900, Part 4, Section 4.1 (a) (iii) (b)</i></p> <ul style="list-style-type: none"> • To vary the minimum maneuvering aisle width from 7.3m to 6.0m. | <p>Staff Comments: The minimum maneuvering aisle width variance is being supported for the following reasons:</p> <ul style="list-style-type: none"> • A maneuvering aisle width of 6 m is adequate for the proposed development and Fire Department access. • There is adequate width for maneuvering as there is 7.3 m of width provided by the addition of permeable pavers that flank the asphalt drive aisle. |

The requested variances are supported by Staff and will be the subject of a future Council report for consideration.

Community Amenity Contributions:

As per Council Policy 6.31 Community Amenity Contribution Program, Community Amenity Contributions (CACs) apply to all residential development. CACs contribute to the following amenities: Civic Facilities, Public Art, Acquisition of Civic Land, Park Construction and Maintenance, Affordable Housing, Heritage Conservation, and/or Ecological Conservation. The CAC rate for townhouses or other attached ground-oriented dwelling units, which came into effect on August 1, 2023, is \$7,400.00/ per unit. The applicant will be required to provide a voluntary CAC of \$155,400.00 or the rate that is applicable at the time of third reading.

Development Permits:

Multi-Family Development Permit:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure that the current proposal enhances existing neighbourhoods with compatible housing

styles that meet diverse needs and minimize potential conflicts with neighbouring land uses. The Multi-Family Development Permit, with a detailed description of the proposed development's form and character, will be the subject of a future report for Council's consideration should the Zone Amending Bylaw receive third reading.

Natural Features Development Permit:

A Natural Features Development Permit is required due to the presence of slopes of greater than 15% on the property. The Natural Features Development Permit is required to encourage the siting of development and landscaping/construction techniques that will respect areas of geological concern and minimize erosion while recognizing the limitations imposed by difficult soil conditions and steep slopes. The Natural Features Development Permit, consideration of which has been delegated to the Director of Planning and Building, would be considered should the Zone Amending Bylaw receive third reading.

Advisory Design Panel:

The application was reviewed by the Advisory Design Panel (ADP) during its meeting on October 18, 2023. The ADP's resolution and comments and the applicant's response are provided in Attachment G. The applicant has satisfactorily addressed the ADP's comments.

Landscaping:

The applicant has provided a proposed landscape plan for review with the Multi-Family Development Permit (Attachment F). Per the landscape plan, 53 trees will be planted in the proposed development. The Zoning Bylaw requires the provision of 5 m² of Outdoor Amenity space per townhouse unit, and the applicant has provided 922 m² which exceeds the 105 m² required for 21 units. The common amenity space is located at the southeast corner and includes a children's play space, seating, and a grassy lawn area.

Tree Removal and Replacement:

A Tree Evaluation Report prepared by Mike Fadum and Associated Ltd, dated April 4, 2019, was submitted in conjunction with this application to assess the trees on the subject property. The Arborist surveyed a total of 39 trees on the subject property and two off-site trees on the neighbouring property to the east. According to the Arborist's recommendations, all the trees on the property must be removed because of the development on the site. Furthermore, it is recommended the two trees on the neighbouring property be removed with the permission of that owner. A Tree Permit will be required for the removal, protection, and/or compensation of trees. The permit application can be submitted at any time, but the Tree Permit will not be issued until the Rezoning and Development Permits have been approved. The 0.4 ha developable area of the subject property will require the planting, retention, or compensation of no less than 16 trees to meet the City's tree canopy targets. The applicant has provided the replanting of 53 trees in the landscape drawings for the Development Permit, and the refundable security for tree canopy replacement will be covered under the Natural Features Development Permit.

Development Information Meeting:

A Development Information Meeting hosted by the applicant was held at Albion Elementary School on April 2, 2024. One person attended the meeting. The notification requirements for the Development Information Meeting include a mail-out, newspaper advertisements, and notice on the development signs that provides the contact information for the developer and information on the development.

A summary of the main comments and discussions with the attendees at the Development Information Meeting was provided by the applicant with nothing to note. With only one attendee, the only discussion was around what was proposed, with no concerns given (Attachment H).

Conditions to be Met Prior to Adoption:

Staff have advised the applicant that the adoption of the Zone Amending Bylaw will not be recommended unless the following conditions, and any others that Council identifies, are met:

- a) Registration of the following:
 - i. Restrictive Covenant for the rezoning servicing agreement and receipt of the security deposit, as outlined in the Agreement. The following servicing upgrades will be required will be required through the Agreement:
 - Road dedication on 104 Avenue as required to meet the design criteria of the *Subdivision and Development Bylaw No. 4800-1993*
 - Utility servicing as required to meet the design criteria of the *Subdivision and Development Bylaw No. 4800-1993*;
 - ii. Restrictive Covenant for the geotechnical report; and
 - iii. Restrictive Covenant for stormwater management.
- b) In addition to the Ministry of Environment Site Disclosure Statement, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- c) That a voluntary contribution, in the amount of \$155,400.00 (\$7,400.00/unit), or such rate applicable at third reading of this application, be provided in keeping with the Council Policy 6.31 with regard to Community Amenity Contributions.
- d) That payment of the Albion Area density bonus contribution, in the amount of \$65,100.00 (\$3,100.00/unit), or such rate applicable at third reading of this application, be provided.

EXTERNAL REFERRALS:

School District No. 42:

Staff referred this application to School District No. 42 and received a response on April 30, 2024. The response noted the catchment schools and their capacities on January 10, 2024 (Attachment I).

CONCLUSION:

It is recommended that second reading be given to *Zone Amending Bylaw No. 7814-2021* and that application 2019-013-RZ be forwarded to Public Hearing.

"Nicolas Wilding"

Prepared by: Nicolas Wilding, Planner 1

Attachments:

- (A) Location Map
- (B) Aerial Photo
- (C) OCP Land Use Map
- (D) *Zone Amending Bylaw No. 7814-2021*
- (E) Architectural Drawings
- (F) Landscape Plan
- (G) Advisory Design Panel Comments and Applicant Response
- (H) Development Information Meeting Comments
- (I) School District 42 Comments

Report Approval Details

| | |
|----------------------|---|
| Document Title: | 2019-013-RZ 24156 104 Ave Second Reading Report.docx |
| Attachments: | <ul style="list-style-type: none">- Attachment A - Location Map.pdf- Attachment B - Aerial Photo.pdf- Attachment C - OCP Land Use Map .pdf- Attachment D - Zone Amending Bylaw No. 7814-2021.pdf- Attachment E - Architectural Drawings.pdf- Attachment F - Landscape Drawings.pdf- Attachment G - ADP Response Letter.pdf- Attachment H - DIM Summary.pdf- Attachment I - School District 42 Referral Comments.pdf |
| Final Approval Date: | Mar 26, 2025 |

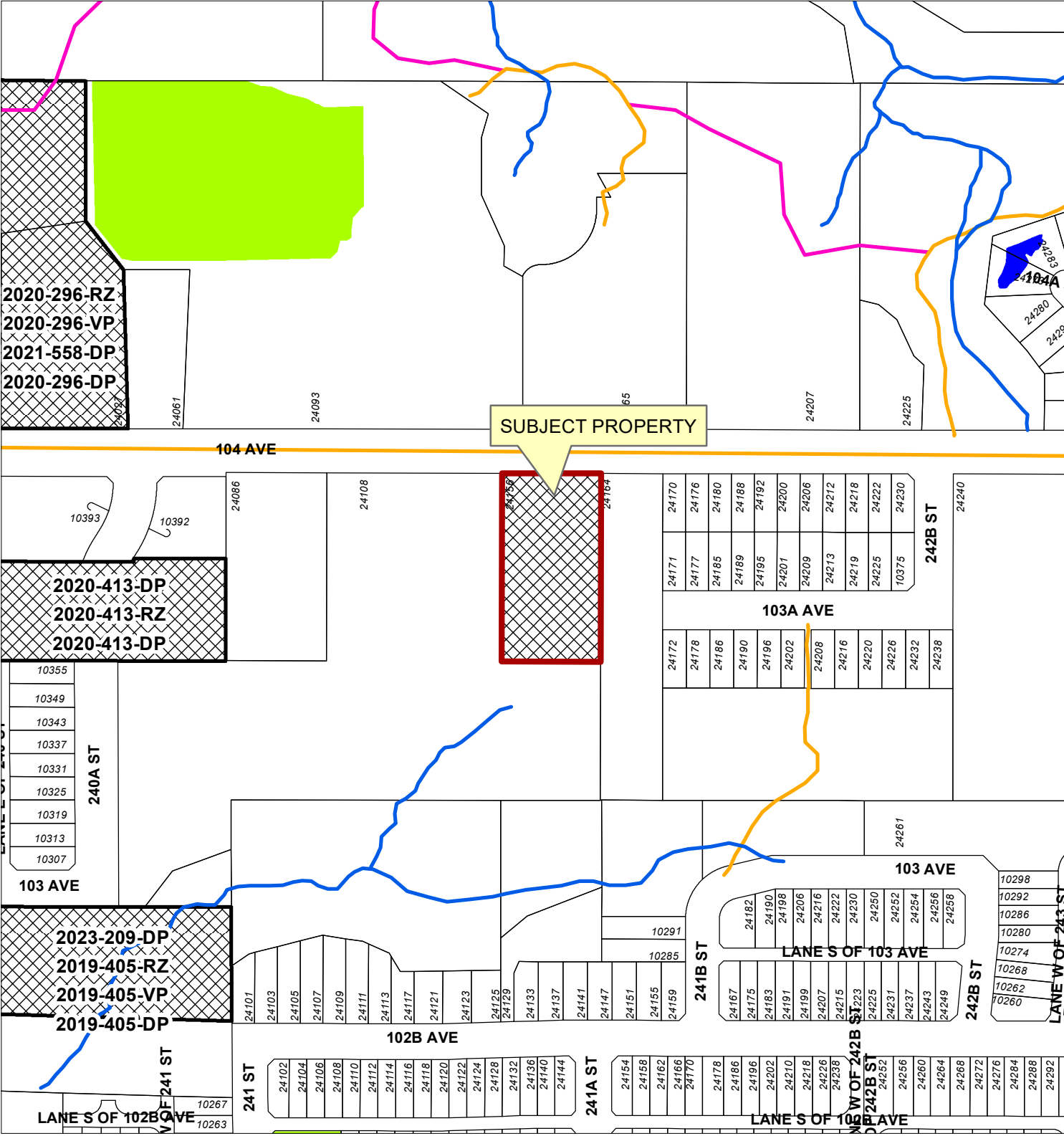
This report and all of its attachments were approved and signed as outlined below:

Hasib Nadvi, Deputy Director of Planning and Building

James Stiver, Director of Planning and Building

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer



SUBJECT PROPERTY







2020-296-RZ
 2020-296-VP
 2021-558-DP
 2020-296-DP

2020-413-DP
 2020-413-RZ
 2020-413-DP

2023-209-DP
 2019-405-RZ
 2019-405-VP
 2019-405-DP



Legend

-  Stream
-  Existing Trails
-  Pending, Proposed, & Desired Trails
-  Active Applications (RZ/SD/DP/VP)
-  Municipal Park
-  Lake or Reservoir

Scale: 1:2,500

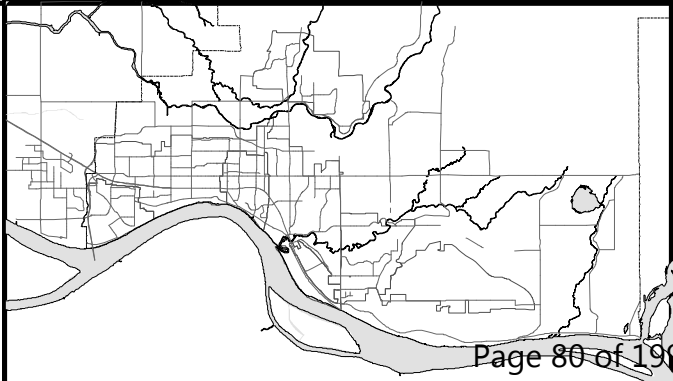
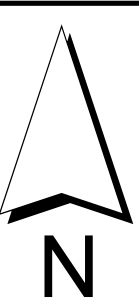
24156 104 AVENUE
 ACTIVE APPLICATIONS IN AREA

PLANNING DEPARTMENT



FILE: 2019-013-RZ
 DATE: Apr 24, 2024

BY: DM



24156 104 AVENUE
ORTHO

PLANNING DEPARTMENT



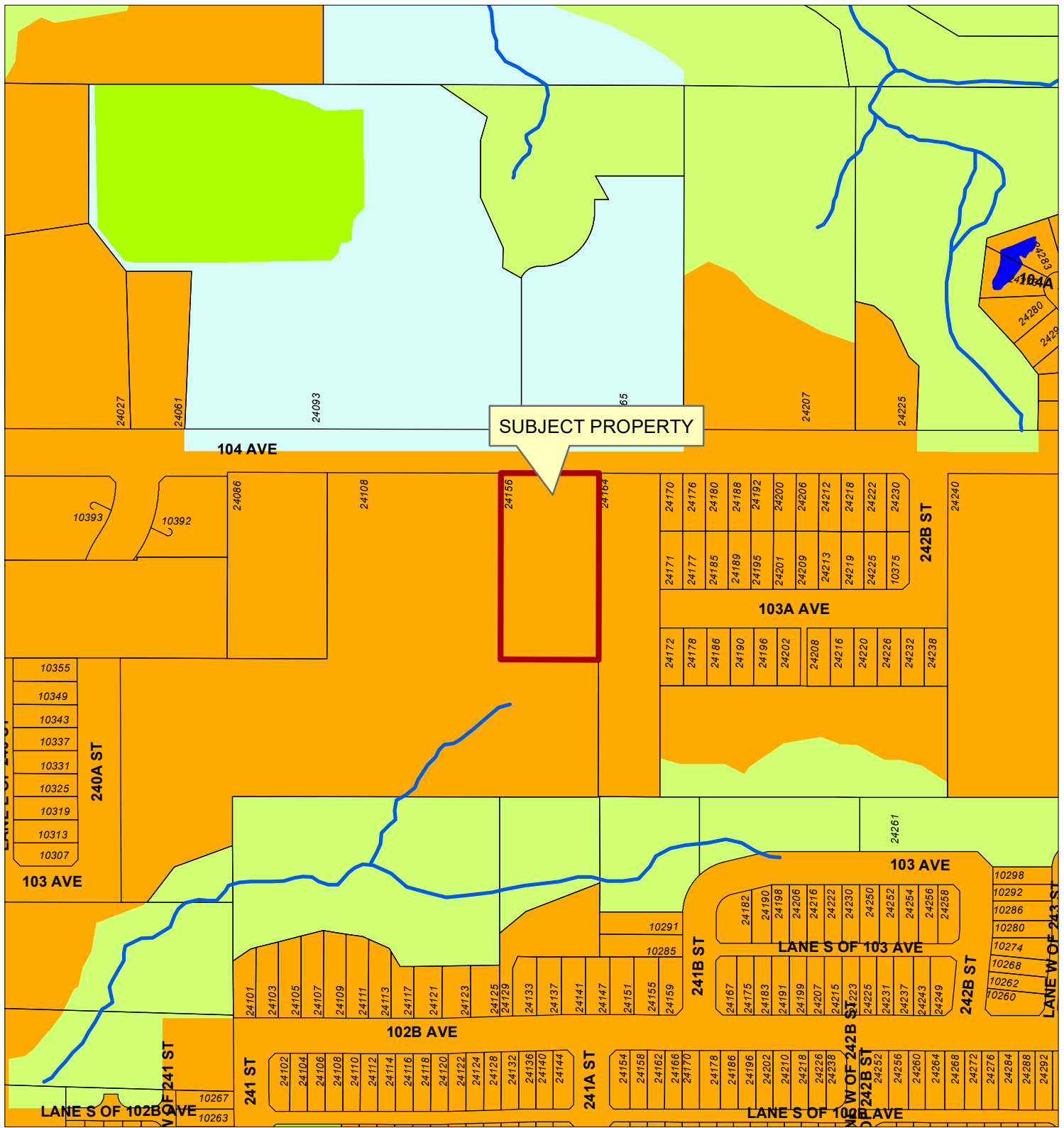
Maple Ridge

Scale: 1:2,500

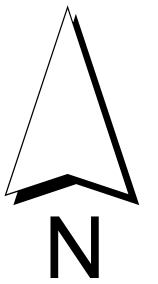
Page 80 of 190

FILE: 2019-013-RZ
DATE: Apr 24, 2024

BY: DM



SUBJECT PROPERTY



Legend

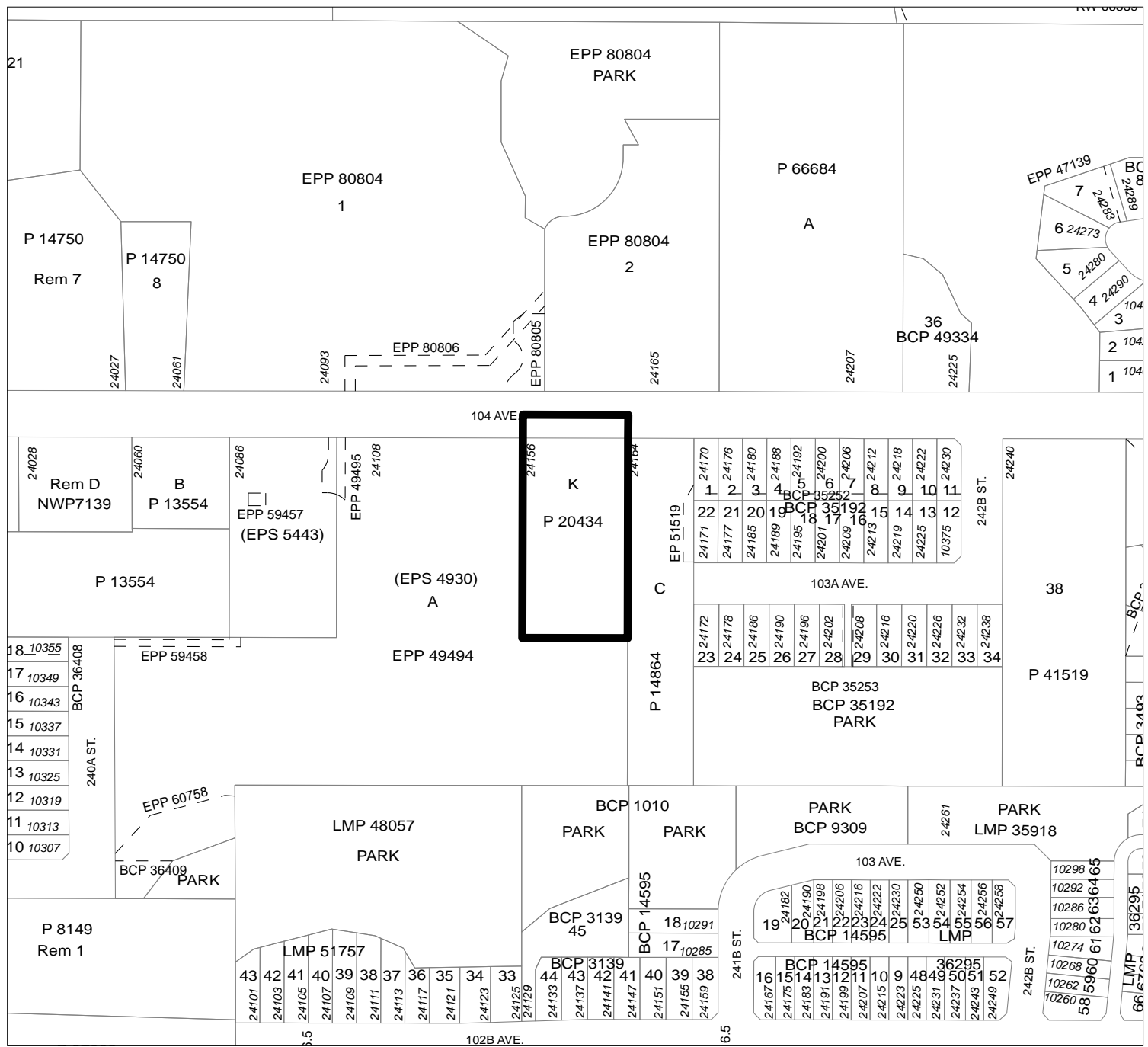
- MEDIUM DENSITY RESIDENTIAL
- CONSERVATION
- INSTITUTIONAL

**24156 104 AVENUE
LAND USE**

PLANNING DEPARTMENT

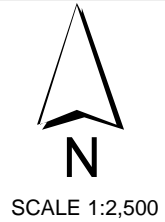


Maple Ridge



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7814-2021
 Map No. 1938
 From: RS-3 (Single Detached Rural Residential)
 To: RM-1 (Low Density Townhouse Residential)



24156 - 104th Avenue Townhouses, Maple Ridge

2019-013-RZ



| architectural drawings | |
|------------------------|------------|
| Sheet Number | Sheet Name |

| | |
|-------|-----------------------------------|
| A1-1 | cover sheet |
| A1-2 | survey & contours |
| A1-3 | site plan - parking level |
| A1-4 | site plan - main and upper levels |
| A1.5 | useable open space & fire lane |
| A1.6 | site elevations |
| A1.7 | site elevations |
| A1.8 | site elevations |
| A1.9 | detailed site plan - north |
| A1.10 | detailed site plan - south |
| A1.11 | colour palette |
| A1.12 | site context |
| A1.13 | shadow analysis |
| A1.14 | additional wall sections |
| A2.1 | unit type A1 plans |
| A2.2 | unit type A1 sections |
| A3.1 | unit type A2 plans |
| A3.2 | unit type A2 sections |
| A4.1 | unit type A3 plans |
| A4.2 | unit type A3 sections |

PROJECT DATA

20-107
24156 104th Ave., Maple Ridge
Townhouses

| | | |
|-------------------|-------------|----------------|
| site area | 0.397 ha. | 3970.00 sq m |
| | 0.981 acres | 42732.72 sq ft |
| road dedication | | 91.40 sq m |
| | | 983.82 sq ft |
| revised site area | | 3878.60 sq m |
| | | 41748.90 sq ft |

| | |
|------------------------------|--|
| current OCP designation | MRES (Medium Density Residential) |
| proposed OCP designation | MRES (Medium Density Residential) |
| zonings permitted under MRES | R-1 Residential District R-2 Urban Residential District R-3 Special Amenity Residential District * RM-1 Townhouse Residential RMH Mobile Home District |

current zone RS-3
proposed zone RM-1

max permitted F.A.R. = 0.75
F.A.R. proposed = 0.74982

| unit type | basement | garage | main | 2nd | total for FAR | total area of unit |
|---------------|----------|--------|-------|-------|---------------|--------------------|
| A-1 | 23.92 | 21.87 | 51.71 | 61.90 | 137.53 | 159.40 sq m |
| A-1 end left | 24.41 | 22.03 | 52.63 | 62.88 | 139.92 | 161.95 sq m |
| A-1 end right | 24.17 | 22.74 | 52.36 | 62.88 | 139.41 | 162.15 sq m |
| A-2 | 23.92 | 22.02 | 51.71 | 61.90 | 137.53 | 159.55 sq m |
| A-2 end left | 24.17 | 22.74 | 52.44 | 62.88 | 139.49 | 162.23 sq m |
| A-2 end right | 24.41 | 22.03 | 52.63 | 62.88 | 139.92 | 161.95 sq m |
| A-3 | 24.41 | 22.03 | 52.63 | 62.88 | 139.92 | 161.95 sq m |
| A-3a | 24.41 | 22.03 | 52.63 | 62.88 | 139.92 | 161.95 sq m |

Includes garages

required usable open space per unit = 45 sq m per 3 bed unit

usable open space provided per unit

| | deck 1 | deck 2 | min. rear yard minus 5 sq m in common area = | sq m |
|------|--------|--------|---|-------|
| A-1 | 6.51 | 6.67 | 26.82 | 33.33 |
| A-2 | 0.00 | 6.67 | 26.82 | 33.33 |
| A-3 | 6.51 | 6.67 | 26.82 | 33.33 |
| A-3a | 0.00 | 6.67 | 33.33 | 33.33 |

| unit type | # of units | gross floor area for F.A.R. |
|--------------------|------------|--------------------------------|
| A-1 | 7 | 962.71 |
| A-1 end left | 4 | 559.68 |
| A-1 end right | 1 | 139.41 |
| A-2 | 4 | 550.12 |
| A-2 end left | 2 | 278.98 |
| A-2 end right | 1 | 139.92 |
| A-3 | 1 | 137.53 |
| A-3a | 1 | 139.92 |
| total units | 21 | |
| total floor area | | 2908.27 sq m |

required common open space = 5 sq m per unit = 105 sq m

parking

| required stalls | 2 per unit | standard stall dims. | width | depth |
|-----------------|------------------|----------------------|-------|-------|
| visitors | 0.2 per unit | | 2.5 m | 5.5 m |
| units | 42 | | 2.4 m | 4.9 m |
| visitors | 4.2 | | | |
| total | 46.2 (47) | | | |

provided = tandem 0, standard 47, visitors 5, total 47

permitted small stalls (10%) = 4.62
small stalls provided = 0

setbacks (m)

| | required | proposed |
|----------|----------|------------|
| front | 7.50 | 4.25 |
| rear | 7.50 | 7.50 |
| interior | | |
| west | 7.50 | 6.05 |
| east | 7.50 | 7.2 & 6.14 |

permeable site area = 1600.17 sq m (41.26% of revised site area)

IE: RM-1 LOW DENSITY TOWNHOUSE RESIDENTIAL

POSE
this Zone provides for low Density Townhouse Residential where two (2) or more Townhouse Dwelling Units are attached.
this Zone is subject to the Albion Area Density Bonus Amenity Contribution option which provides for Apartment Residential Use and a Density that is consistent with the RM-4 Zone for Lots located within the Albion Area Plan. Refer to Section 102 (Density Bonus for Albion Area) of this Bylaw.

ICIPAL USES
the following Principal Uses shall be permitted in this Zone:
1. Townhouse Residential, subject to the Albion Area Density Bonus Amenity Contribution option. Refer to Section 402 (Density Bonus for Albion Area) of this Bylaw; and
1. Single Detached Residential, specific to the following Lots:

- 23925 - 116 Avenue (Bareland Strata Plan of Parcel A, Section 16, Township 12, New Westminster District Plan BCP18489);
- 11497 - 236 Street (Bareland Strata Plan of Lot A, Section 16, Township 12, New Westminster District Plan BCP9604);
- 23838 - 1204 Lane (Strata Plan of Lot A, Section 21, Township 12, New Westminster District Plan BCP21769);
- 11442 Best Street (Bareland Strata Plan of Lot 1, District Lot 249, Group 1, New Westminster District Plan BCP1608);
- 12169 - 228 Street (Strata Plan of Lot 335, Section 20, Township 12, New Westminster District Plan 58171);
- 12123 - 222 Street (Bareland Strata Plan of Lot 271, District Lot 396, Group I, New Westminster District Plan NWS 1615);
- 21868 - Loughheed Highway (Bareland Strata Plan Lot A, District Lot 397, GP.1, New Westminster District Plan BCP6226); and
- 12191 - 228 Street (Strata Plan of Lot A, Section 20, Township 12, New Westminster District Plan BCP23946).

ESSORY USES
the following shall be permitted as Accessory Uses to one of the permitted Principal Uses in this Zone:
1. Boarding; and
1. Home Occupation.
refer to Sections 401 and 402 of this Bylaw for additional information.

AREA AND DIMENSIONS
Minimum Lot Area and dimensions for a Townhouse Residential Use shall be not less than:

| | | |
|-----------------|------------------|-------------------|
| Bylaw 7600-2019 | Part 6 - Page 47 | Residential Zones |
|-----------------|------------------|-------------------|

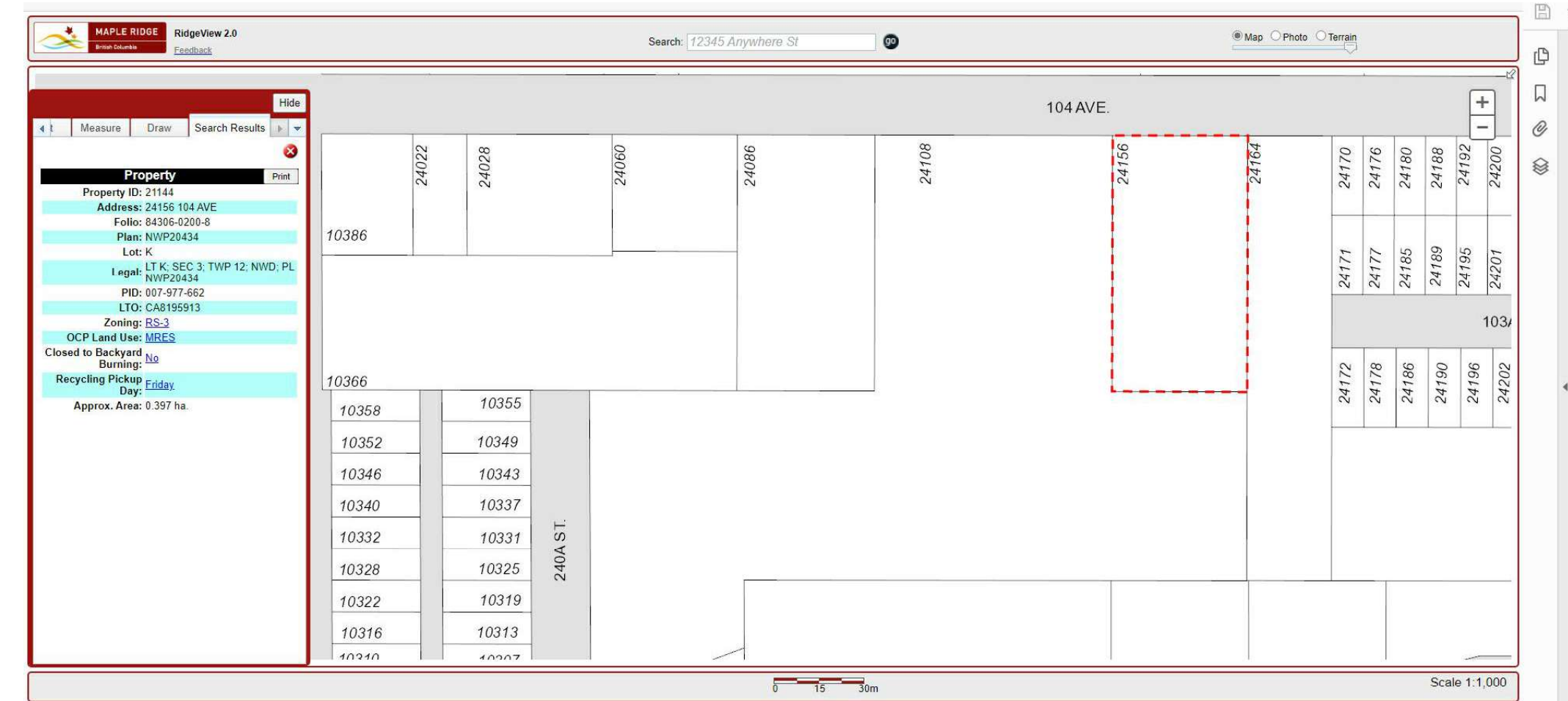
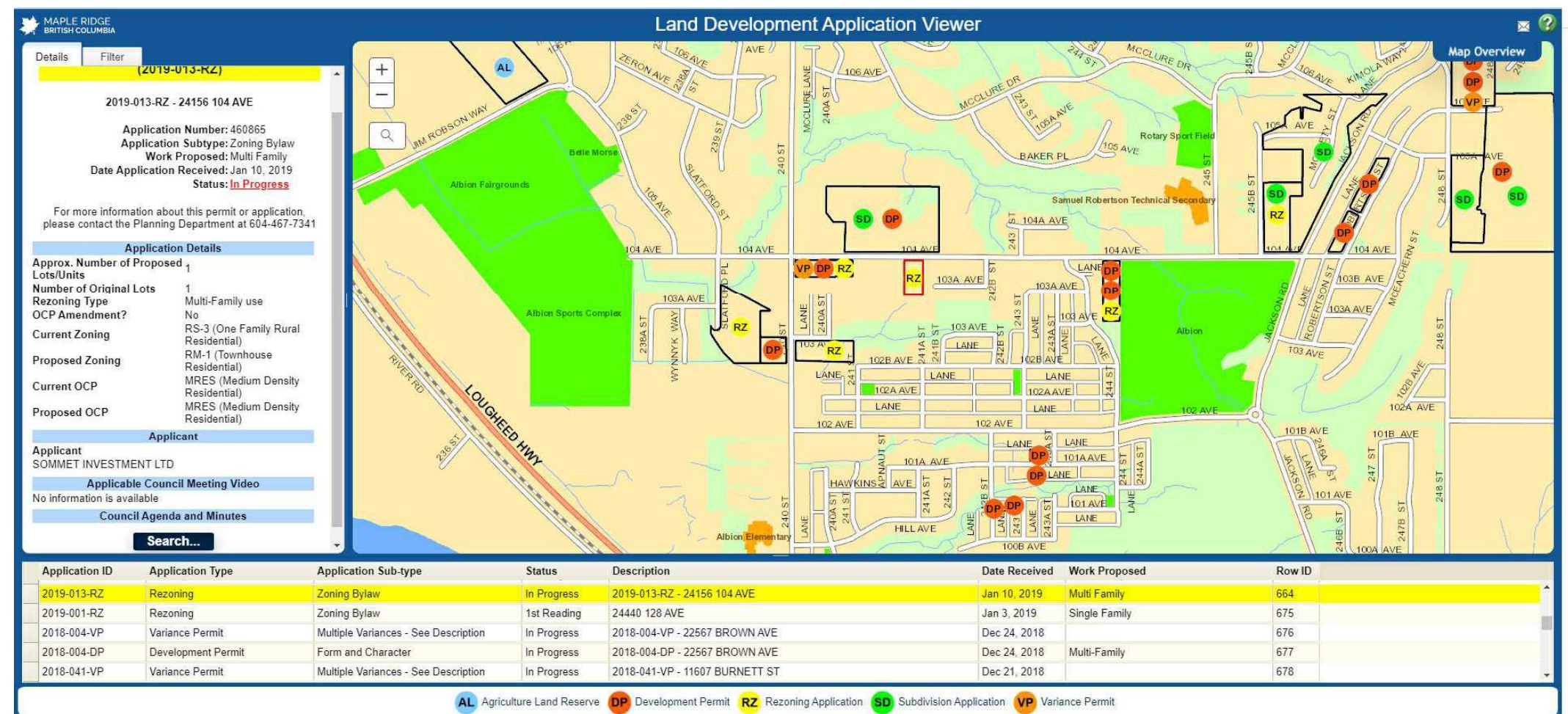
- in Lot Area 1,000.0 square metres
 - in Lot Width 7.0 metres
 - in Lot Depth 3.0 metres
- Minimum Lot Area and dimensions for a Residential Use, subject to the Albion Area Density Bonus Amenity Contribution option (refer to Section 402 (Density Bonus for Albion Area) of this Bylaw) shall be not less than:
 - in Lot Area 1,115.0 square metres
 - in Lot Width 18.0 metres
 - in Lot Depth not applicable
 - Refer to Section 407 (Building Envelope) of this Bylaw for required minimum Building Envelope dimensions.

- 617.5 DENSITY**
- Floor Space Ratio shall not exceed 0.6 times the Lot Area, except:
 - Floor Space Ratio shall not exceed 0.64 times the Lot Area and a maximum of 50.0 square metres of habitable Basement area per unit shall be excluded from the calculation of Gross Floor Area specific to the following Lot:
 - Lot 21 Section 28 Township 12 New Westminster District Plan 47603. PID 001-166-085. 13260 236 Street.
 - Additional Density up to a maximum of 0.75 times the Lot Area may be obtained with the following provision:
 - for Lots within the Albion Area Plan, subject to the Albion Area Density Bonus Amenity Contribution option. Refer to Section 402 (Density Bonus for Albion Area) of this Bylaw;
 - Additional Density up to a maximum of 0.75 times the Lot Area may be obtained for Townhouse Residential Uses with the following provision:
 - for Lots located within the Town Centre Area, as identified on Schedule "C" (Town Centre Area Plan) of this Bylaw, or Designated, as "Major Corridor Residential" in the Maple Ridge Official Community Plan Bylaw No. 7060-2014 (as identified in Chapter 3 and Figure 4 of the Maple Ridge Official Community Plan Bylaw No. 7060-2014), an amount not to exceed 0.15 times the Lot Area may be added to the Floor Space Ratio for providing a cash contribution at a rate of \$344.46 per square metre (\$32.00 per square foot) as a Density Bonus. Refer to Section 402 (Density Bonus for Town Centre Area and Major Corridor Residential) of this Bylaw.
 - Refer to Section 403 (Gross Floor Area Exemptions) of this Bylaw for Gross Floor Area requirements.

- 617.6 LOT COVERAGE**
- Not applicable.

- 617.7 SETBACKS**
- Minimum Setbacks for all Principal Buildings or Principal Structures located on Lots inside the Town Centre Area, as identified on Schedule "C" (Town Centre Area Plan) of this Bylaw, shall be not less than:
 - from a Front Lot Line 5.0 metres

| | | |
|------------------------------------|------------------|-------------------|
| Maple Ridge Zoning Bylaw 7600-2019 | Part 6 - Page 48 | Residential Zones |
|------------------------------------|------------------|-------------------|



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rev A, Jan 20/22
RM-1 zoning up-dated, data calcs updated

rev B, Jan 26/22
site data up-dated

rev C, Nov 19/23
perspective up-dated for ADP comments

rev D, Feb 12/24
perspective up-dated for staff comments

rev E, May 29/24
road dedication added, project data up-dated

rev F, July 5/24
trellis/fence added to north perimeter building front changed unit type A3 added

rev G, July 22/24
perspective updated

rev H, Feb 26/25
setback figures up-dated

rev I, March 9/25
PMT added, data calcs updated

RE-ISSUED FOR ADP COMMENTS
DEC 15/23
RE-ISSUED FOR DP JAN 26/22
RE-ISSUED FOR DP JAN 20/22
RE-ISSUED FOR DP DEC 16/21

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project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
cover sheet

seal

project # 20-107 drawing #
scale as shown
drawn by GDL
checked by

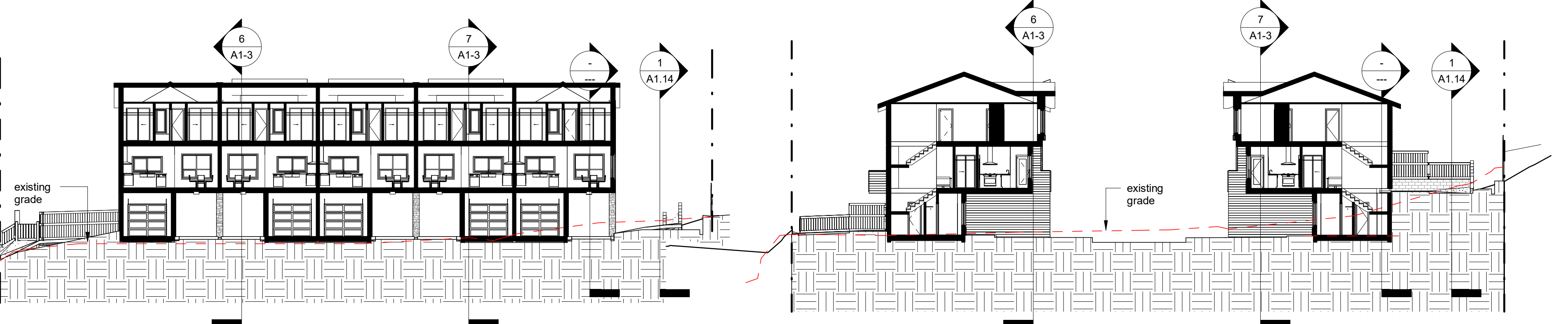
March 9/25

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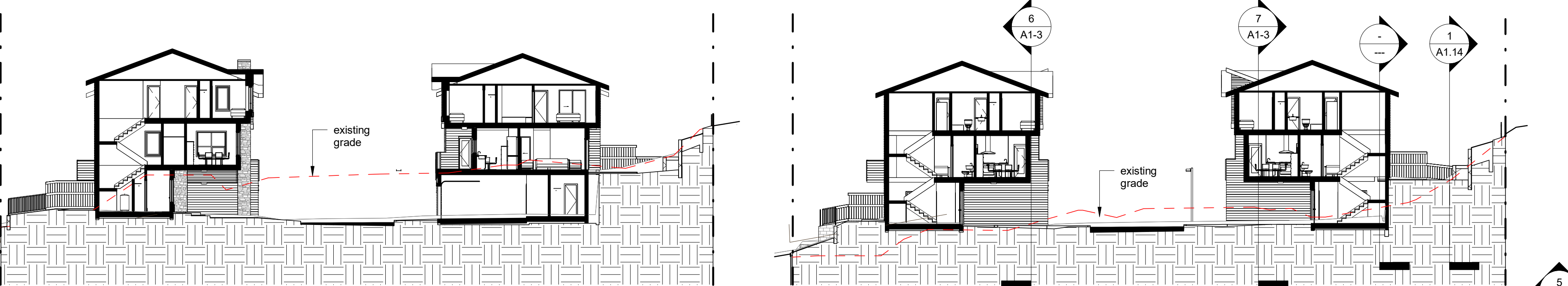
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- rev A, Jan 20/22 setbacks changed
- rev B, Jan 26/22 patios adjusted
- rev C, Sept 12/23 permeable pavers added
- rev D, Nov 19/23 ADP comments garage & parking aprons adjusted mail boxes relocated pavers added to road
- rev E, Feb 12/24 parking stall widened
- rev F, May 29/24 road dedication added, site sign moved
- rev G, June 25/24 grade to east added trellis fence added to north perimeter entry to units 1 & 21 changed
- rev H, Feb 26/25 E-W setbacks highlighted
- rev I, March 9/25 PMT added



2 EW section 1 1:200

3 EW section 2 1:200



4 EW section 3 1:200

5 EW section 4 1:200



6 NS section 1 1:200



7 NS section 2 1:200



1 site plan - parking level 1:200

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RE-ISSUED FOR DP JAN 26/22

RE-ISSUED FOR DP JAN 20/22

RE-ISSUED FOR DP DEC 16/21

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project
24156 - 104th Avenue
Townhouses, Maple Ridge

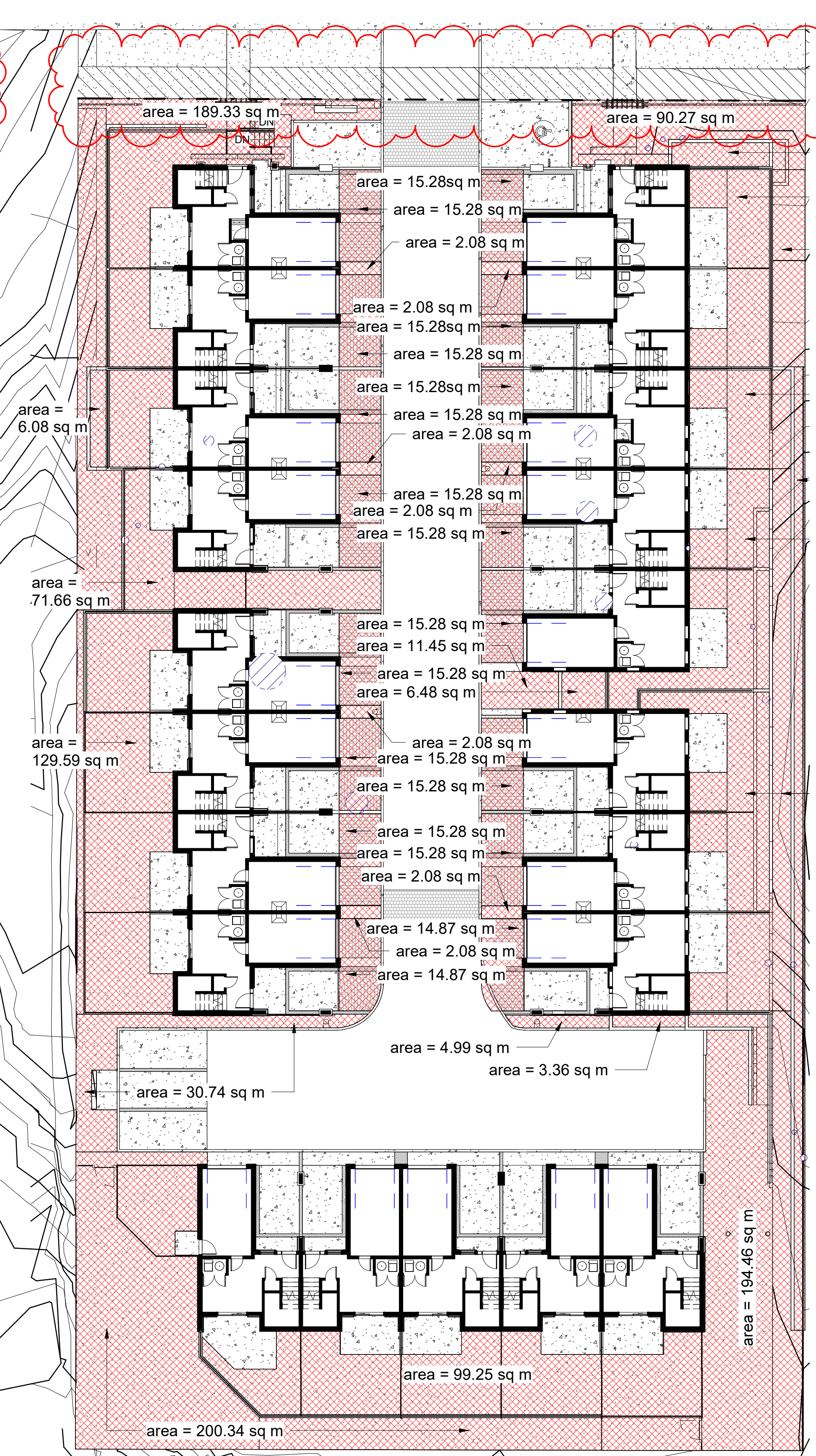
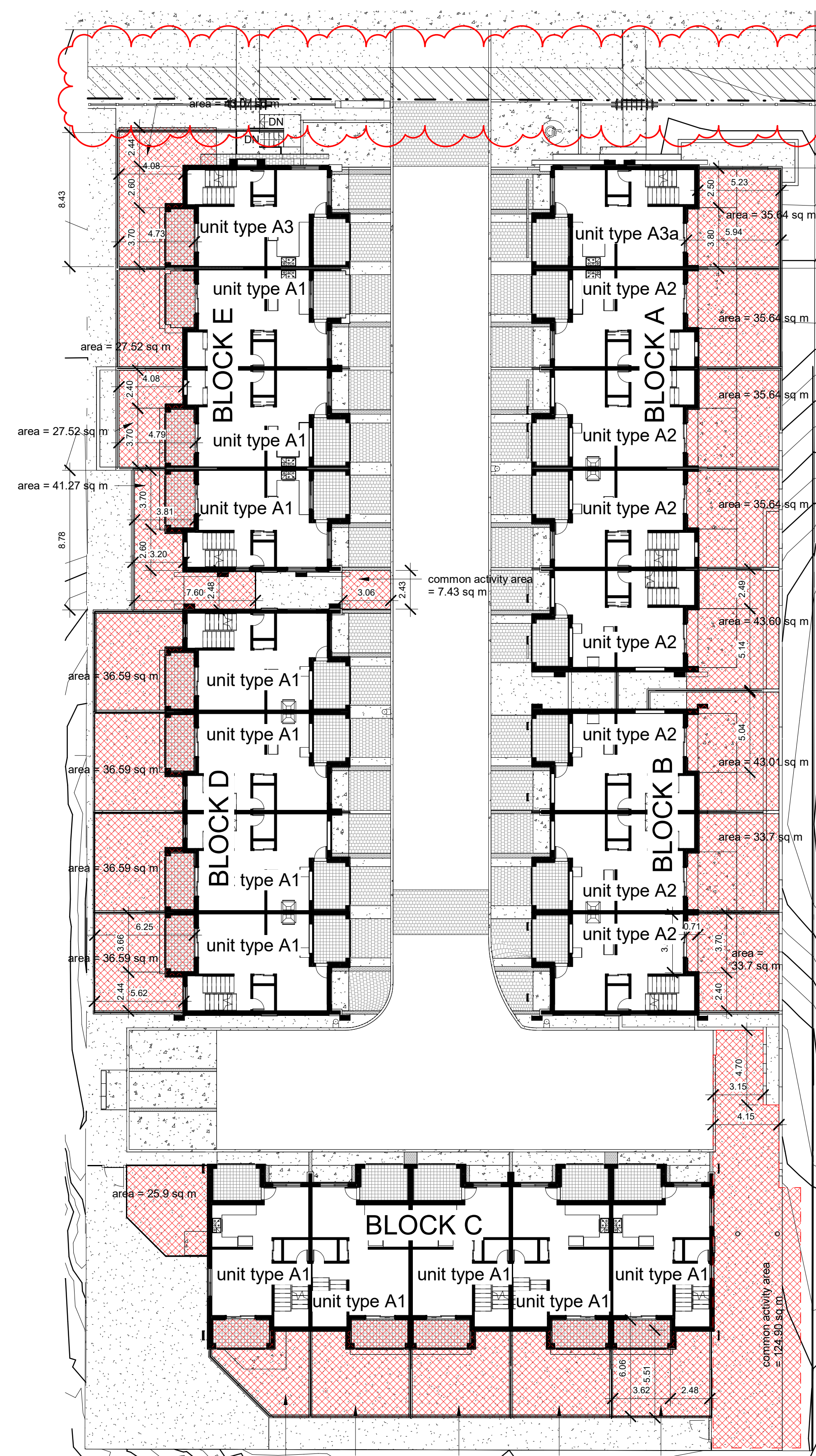
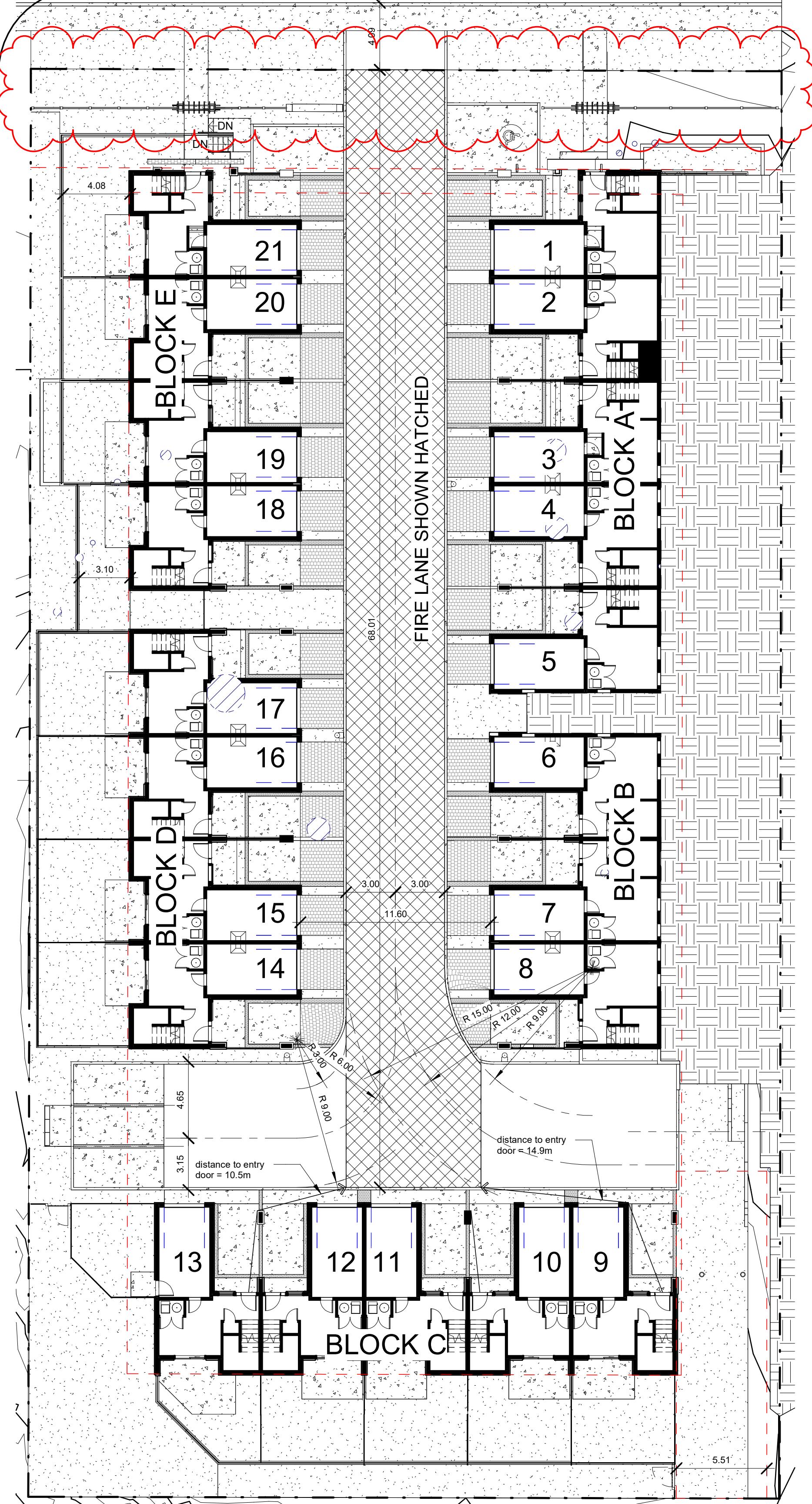
drawing title
site plan - parking level

seal

project # 20-107 drawing #
scale as shown A1.3
drawn by GDL
checked by

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rev A, Jan 20/22
open space calc added
 rev B, Jan 26/22
open space calc updated
 rev C, Sept 12/23
permeable areas added
 rev D, Nov 19/23
areas adjusted for relocation of mail boxes
 rev E, Feb 12/24
parking stall widened, permeable area # adjusted
 rev F, May 29/24
road dedication added, site sign moved
 rev G, Feb 26/25
open area table up-dated



area = 9.19 sq m
 area = 44.36 sq m
 area = 25.25 sq m
 area = 30.55 sq m
 area = 38.45 sq m
 area = 59.53 sq m
 area = 118.02 sq m

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project
21156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
useable open space & fire lane

seal



project # 20-107 drawing #

scale as shown A1.5

drawn by GDL checked by

2 fire lane
1:200

1 usable open space
1:200

3 site plan - permeable areas
1:200

| unit # | unit type | Common rear yard | Private deck |
|-------------|-----------|------------------|--------------|
| 1 | A1 | 35.64 | 6.67 |
| 2 | | 35.64 | 6.67 |
| 3 | | 35.64 | 6.67 |
| 4 | | 35.64 | 6.67 |
| 5 | | 43.60 | 6.67 |
| 6 | | 43.01 | 6.67 |
| 7 | | 35.64 | 6.67 |
| 8 | | 43.97 | 6.67 |
| 9 | | 35.60 | 12.78 |
| 10 | | 35.60 | 12.78 |
| 11 | | 35.60 | 12.78 |
| 12 | | 35.60 | 12.78 |
| 13 | | 55.08 | 12.78 |
| 14 | | 36.59 | 12.78 |
| 15 | | 36.59 | 12.78 |
| 16 | | 36.59 | 12.78 |
| 17 | | 36.59 | 12.78 |
| 18 | | 43.27 | 12.78 |
| 19 | | 27.52 | 12.78 |
| 20 | | 27.52 | 12.78 |
| 21 | | 43.07 | 12.78 |
| total units | | 13 | 0 |
| | | 789.98 | 215.5 |
| | | sq m | sq m |

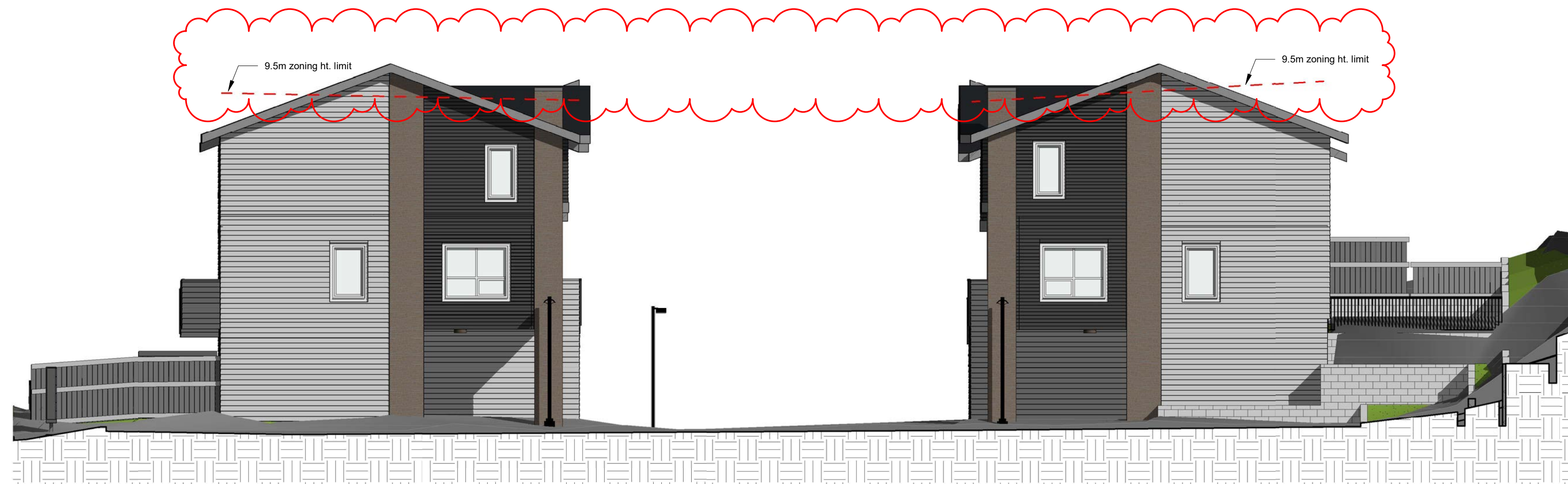
required private outdoor area = the greater of 5% of dwelling area OR 4.6 sq m = 149 sq m
 (this may form part of the common open area)
 private outdoor area provided = 215.5 sq m
 *common open and 'outdoor amenity' areas provided =
 rear yards 789.98 sq m
 SE corner 124.90 sq m
 site centre 7.43 sq m
 Page 88 of 199



① north elevation - blocks A & E
1 : 100



② north elevation - block C
1 : 100



③ south elevation - blocks B & D
1 : 100

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- rev A, Nov 19/23
stone veneer columns raised
- rev B, Feb 12/24
exterior finish changed
- rev C, July 5/24
unit 1 & 21 front elevations changed
trellis/fence added
- rev D, July 22/24
north elevations changed
- rev E, Feb 26/25
zoning ht. corrected

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DEC 15/23

RE-ISSUED FOR DP DEC 16/21

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project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
site elevations

seal

March 9/25

project # 20-107 drawing #
scale as shown A1.6
drawn by GDL
checked by

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1 east elevation - blocks A, B & C
1 : 100



2 south elevation - block C
1 : 100



3 east elevation - blocks D & E
1 : 100

- rev A, Jan 26/22
basement walls recessed
- rev B, Nov 19/23
stone veneer columns raised
- rev C, Feb 12/24
exterior finish changed
- rev D, May 29/24
road dedication added
- rev E, July 5/24
trellis/fence added
- rev G, Feb 28/25
zoning ht. corrected
- rev H, March 9/25
PMT added

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DEC 15/23
RE-ISSUED FOR DP JAN 26/22
RE-ISSUED FOR DP DEC 16/21


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V6X 0S4 web site: www.geofflawlorarchitecture.com

project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
site elevations

seal


project # 20-107 drawing #
scale as shown A1.7
drawn by GDL
checked by

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① west elevation - blocks C, D & E
1 : 100



② west elevation - blocks A & B
1 : 100

- rev A, Jan 26/22
basement walls recessed
- rev B, Nov 19/23
stone veneer columns raised
- rev C, Feb 12/24
exterior finish changed
- rev D, May 29/24
road dedication added
- rev E, June 25/24
retaining wall elev. added
- rev F, Aug 27/24
trellis added to north perimeter
- rev G, Sept 4/24
info added to wall section
- rev H, Feb 28/25
zoning ht. corrected

rev H, Nov 16/24
retaining wall drawings removed

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DEC 15/23
RE-ISSUED FOR DP JAN 26/22
RE-ISSUED FOR DP DEC 16/21


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project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
site elevations

seal


project # 20-107 drawing #
scale as shown A1.8
drawn by GDL
checked by

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- rev A, Jan 20/22 setbacks changed
- rev B, Jan 26/22 patios adjusted
- rev C, Sept 12/23 permeable pavers added
- rev D, Nov 19/23 ADP comments garage & parking aprons adjusted mail boxes relocated
- rev D, Nov 19/23 ADP comments garage & parking aprons adjusted mail boxes relocated permeable paver highlight added to road
- rev E, Feb 12/24 parking stall widened
- rev F, May 29/24 road dedication added, site sign moved
- rev G, July 5/24 unit 1 & 21 access changed fence/trellis added
- rev H, Aug 27/24 east side retaining walls revised
- rev I, Sept 4/24 existing house shown
- rev J, Sept 9/24 additional grading information shown
- rev K, Sept 10/24 wall sections added
- rev L, Nov 16/24 ToW elevations amplified
- rev M, March 9/25 PMT added, A2 basement walls adjusted

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 DEC 15/23
 RE-ISSUED FOR DP JAN 26/22
 RE-ISSUED FOR DP JAN 20/22
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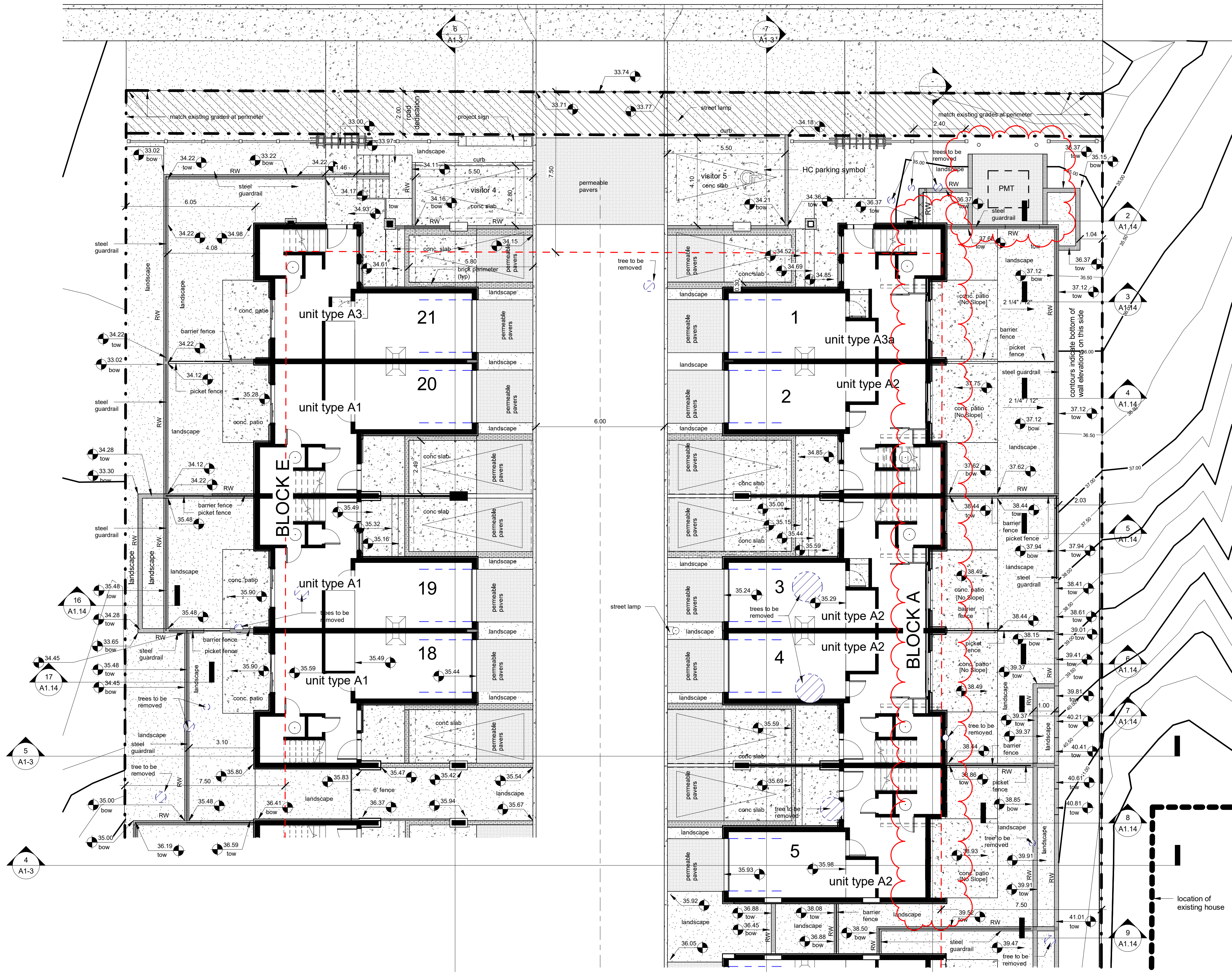
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project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

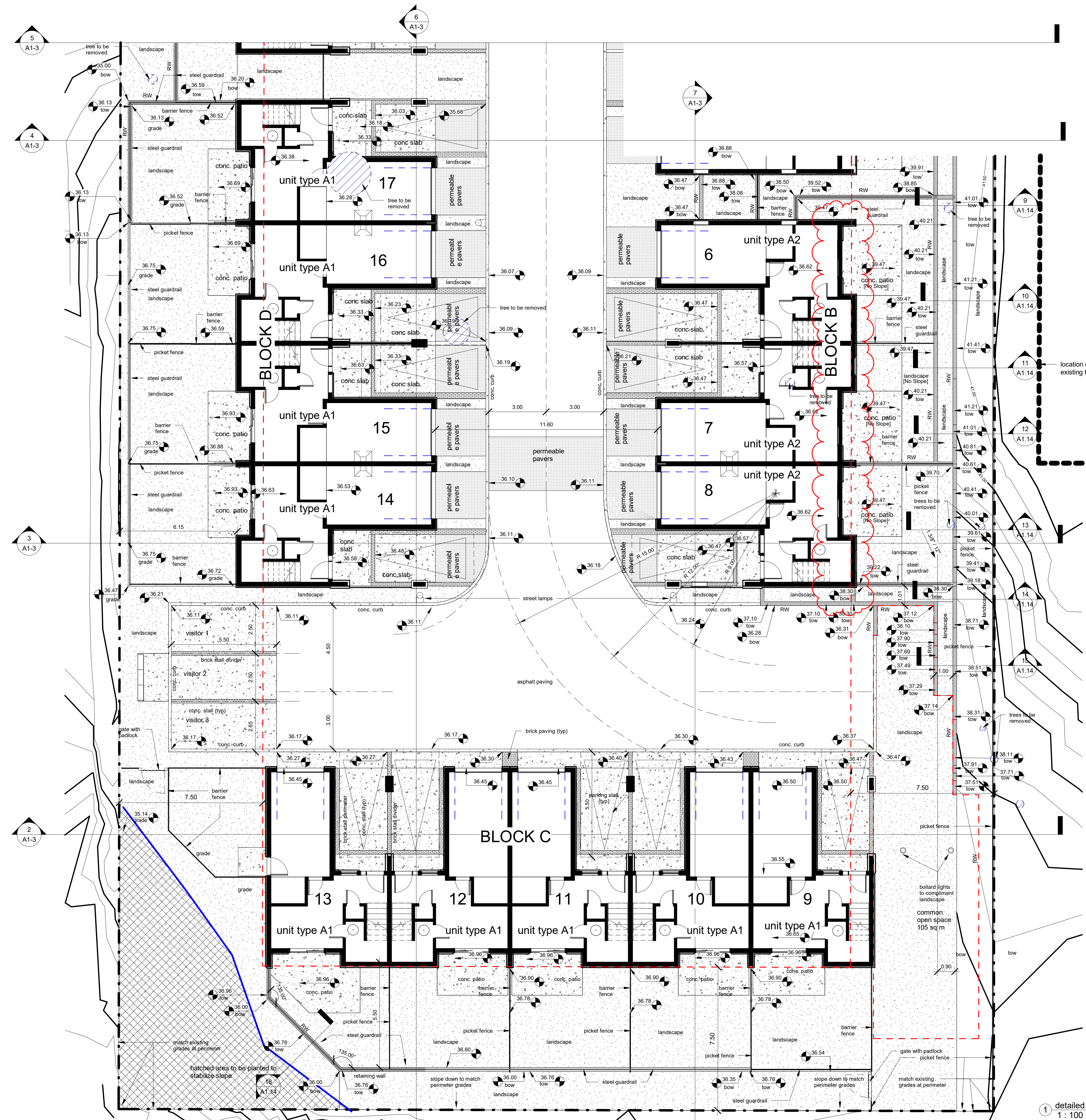
drawing title
 detailed site plan - north

seal


project # 20-107 drawing #
 scale as shown A1.9
 drawn by GDL
 checked by



1 detailed site plan - north
 1 : 100



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rev A, Jan 20/22 setbacks changed
 rev B, Jan 26/22 patios adjusted
 rev C, Sept 12/23 permeable pavers added retaining wall hts. clarified
 rev D, Nov 19/23 ADP comments garage & parking aprons adjusted mail boxes relocated permeable paver highlight added to road
 rev E, Aug 27/24 east side retaining walls revised
 rev F, Sept 4/24 existing house shown
 rev G, Sept 9/24 additional grading information shown
 rev H, Sept 10/24 wall sections added
 rev I, Nov 16/24 ToW elevations amplified
 rev J, March 9/25 A2 basement walls adjusted

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 RE-ISSUED FOR DP JAN 26/22
 RE-ISSUED FOR DP JAN 20/22
 RE-ISSUED FOR DP DEC 16/21

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project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

drawing title
 detailed site plan - south

seal

project # 20-107 drawing #
 scale as shown A1.10
 drawn by GDL
 checked by

1 detailed site plan - south
 1: 100

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rev A, Nov 19/23
retaining wall material added
perspective up-dated
stone veneer columns raised

rev B, Feb 12/24
perspective up-dated for staff comments
new exterior colour introduced



EXTERIOR FINISHES

- A asphalt shingles - black
 - B cement fibre siding, 6" lap painted - BM - gray owl
 - C cement fibre siding, 4" lap painted - BM - whale gray
 - D cement fibre siding, 4" lap painted - BM - witching hour
 - E veneer stone
Eldorado Stone - Nantucket Stacked
 - G glass guardrail
aluminum supports
 - H panelled garage door
painted - BM - gray owl
 - I entry door & sidelight
painted - BM storm
 - J vinyl framed windows
white
 - K cement fibre board trim
painted - BM storm
 - L cement fibre board trim
painted - BM gray owl
 - M light fixture
 - N cement fibre siding, 4" lap painted - BM - dinner party
- 2 exterior finishes
1:1



BODY: Dinner Party AF-300 FAÇADE: Festivités AF-300
TRIM: Bleeker Beige HC-80 MOULURES: Sainte Doux HC-80
Accent: Night Horizon 2134-10 ACCENT: Horizon de Nuit 2134-10



BODY: Gray Owl OC-52 FAÇADE: Chouette Grise OC-52
TRIM: Storm AF-700 MOULURES: Tourmente AF-700
ACCENT: Witching Hour 2120-30 ACCENT: Gris Hasard 2120-30
(Pictured right) (Photo à droite)

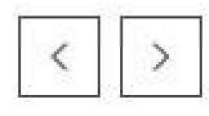


BODY: Whale Gray 2134-40 FAÇADE: Gris Baleine 2134-40
TRIM: Distant Gray OC-68 MOULURES: Nuage Diffus OC-68
ACCENT: Harbour Haze 2136-60 ACCENT: Brume 2136-60
(Pictured below without accent) (Photo ci-dessous sans accent de couleur)

1 colours & materials
1:50



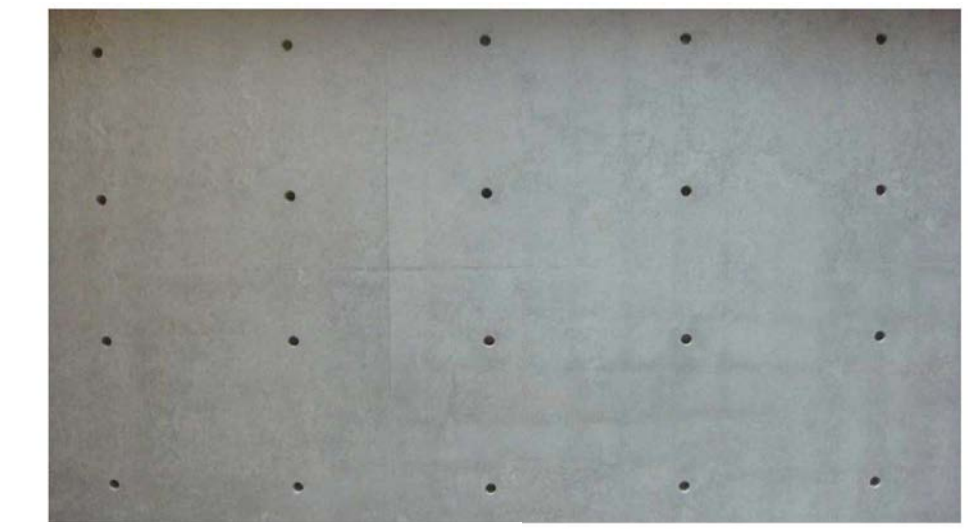
Home / Our Products / Stone / Nantucket Stacked Stone



Nantucket Stacked Stone

Nantucket Stacked Stone is one of our most popular manufactured stone profiles. The classic elegance and intricate detail of small stones combined with the simplicity of a panel system give this stone the appearance of a precision hand-laid dry-stack set. Stones 4" high and 8", 12" and 20" long makes installation easy for expansive walls and column fascias alike.

Available in the CONNECT System



retaining walls to east side of site - poured-in-place concrete



retaining walls to east side of site - allan block with geogrid reinforcement

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project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
colour palette



project # 20-107 drawing #
scale as shown **A1.11**
drawn by GDL
checked by

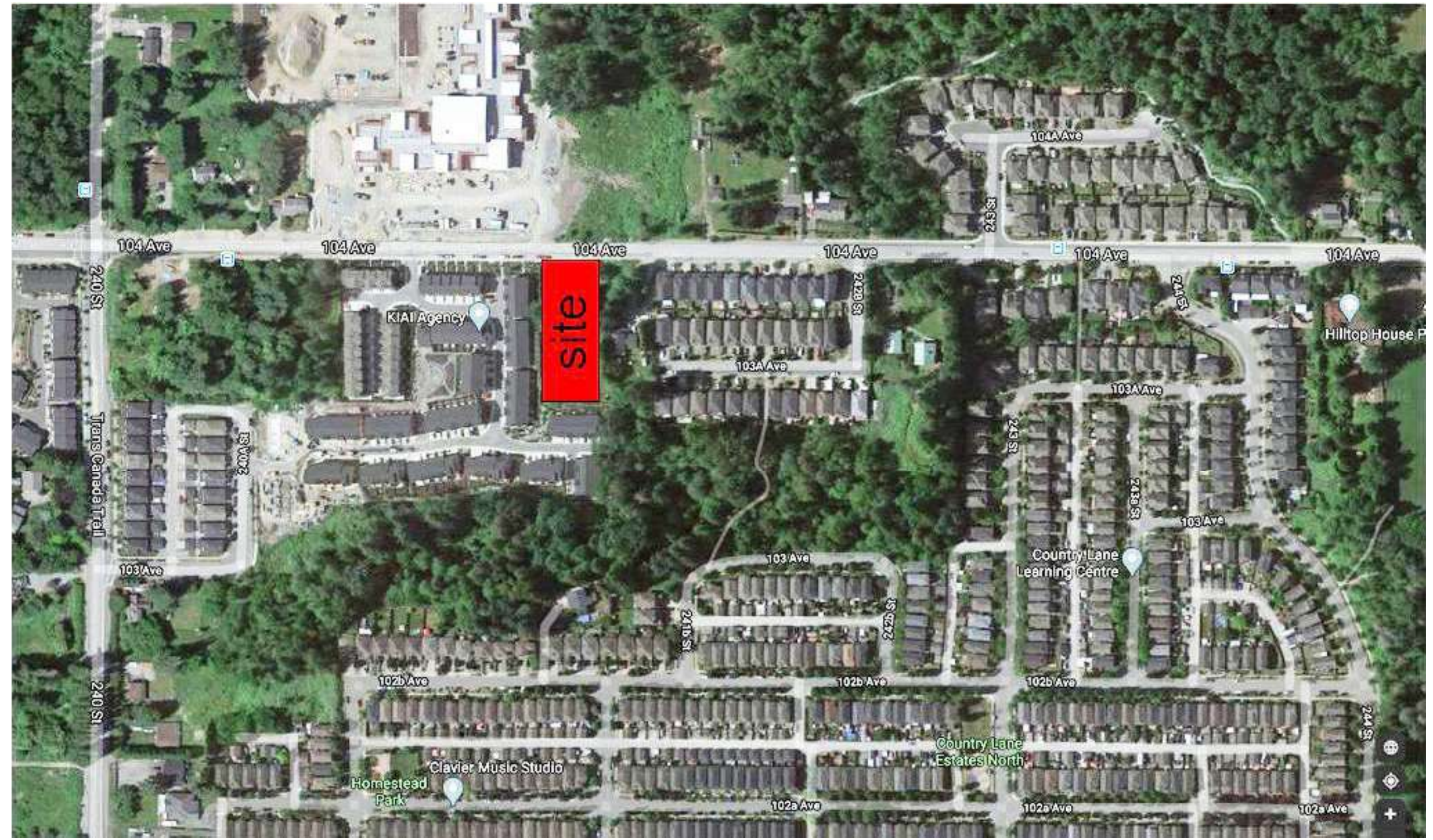
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VIEW OF SITE FROM NORTH SIDE OF 104TH AVE.



DEVELOPMENT TO THE EAST OF THE SITE

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DEC 15/23
ISSUED FOR ADP AUG 15/23

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project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
site context



project # 20-107 drawing #
scale as shown A1.12
drawn by GDL
checked by

DEVELOPMENT TO THE IMMEDIATE WEST



DEVELOPMENT TO THE IMMEDIATE WEST



DEVELOPMENT TO THE IMMEDIATE WEST



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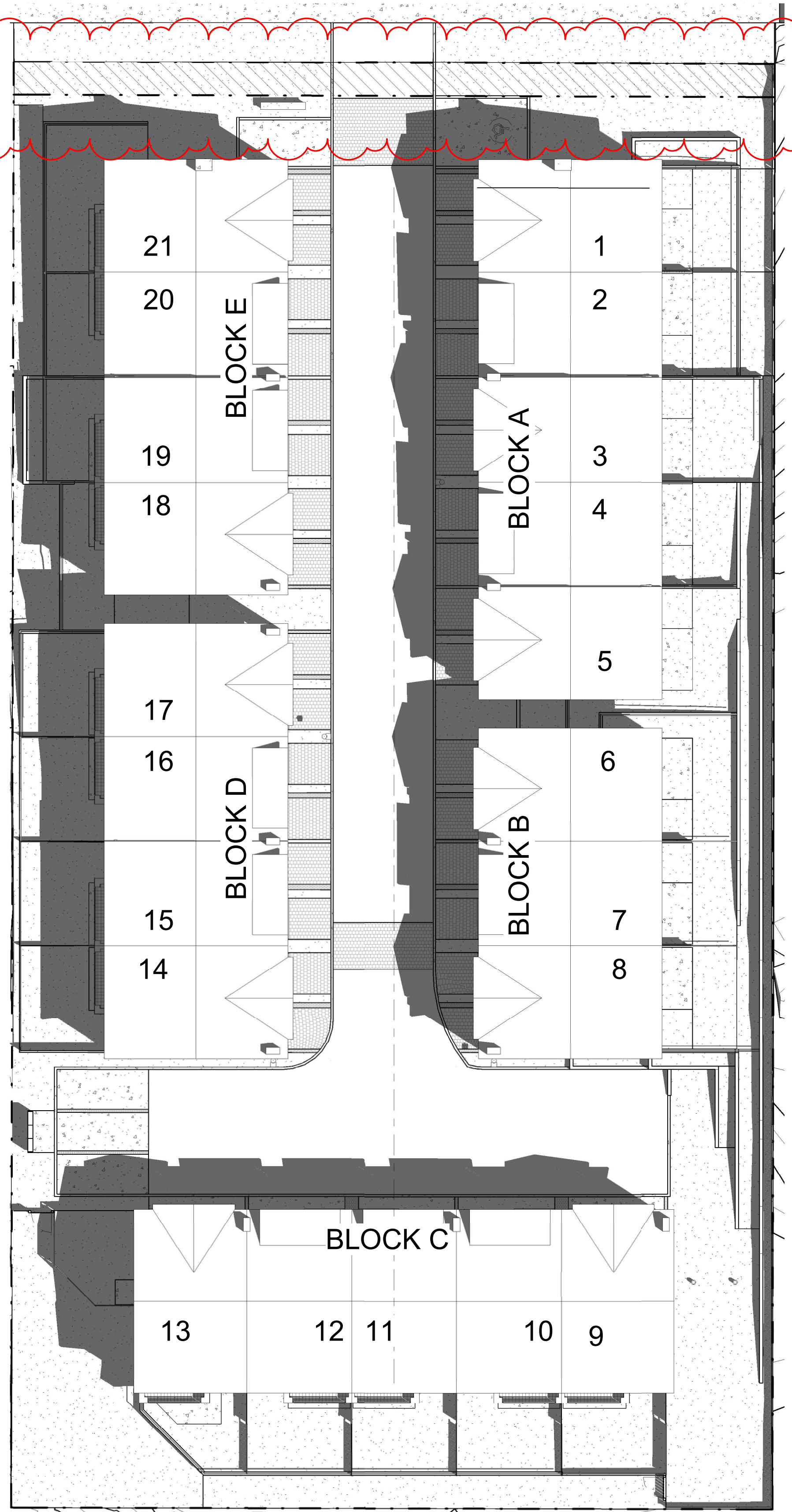
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rev A, May 29/24
road dedication added, site sign moved



3 site plan - shadows - fall equinox
1: 200



2 site plan - shadows - summer solstice
1: 200



1 site plan - shadows - spring equinox
1: 200

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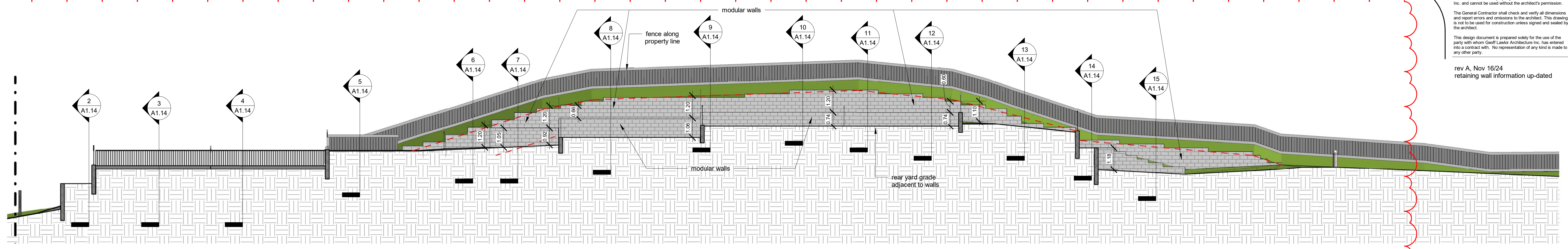
drawing title
shadow analysis

seal

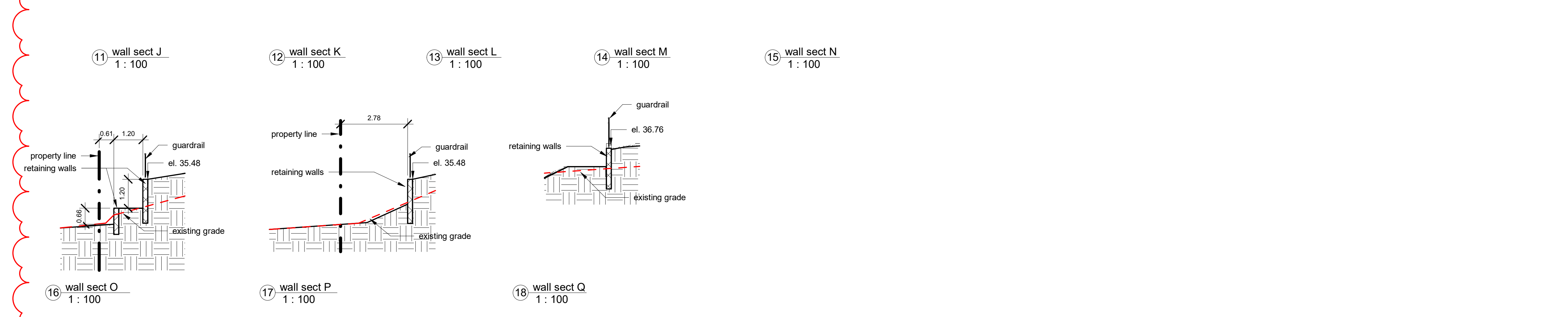
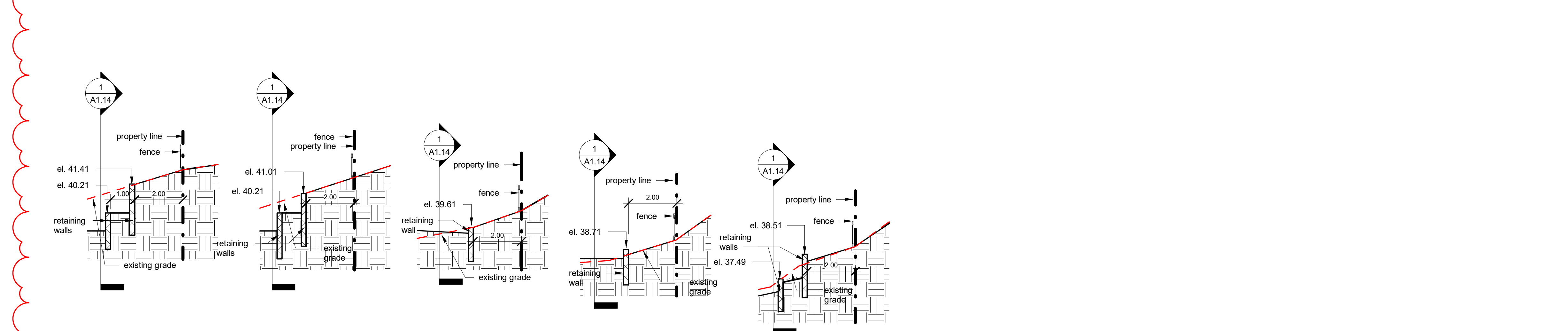
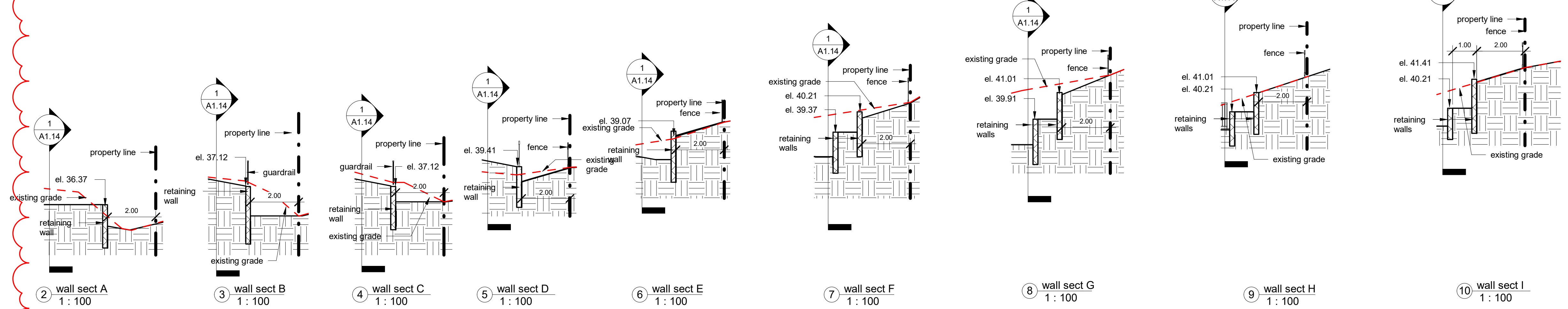
project # 20-107 drawing #
scale as shown A1.13
drawn by GDL
checked by

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rev A, Nov 16/24
 retaining wall information updated



1 east boundary retaining walls Copy 1
 1 : 100



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project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

drawing title
 additional wall sections

seal

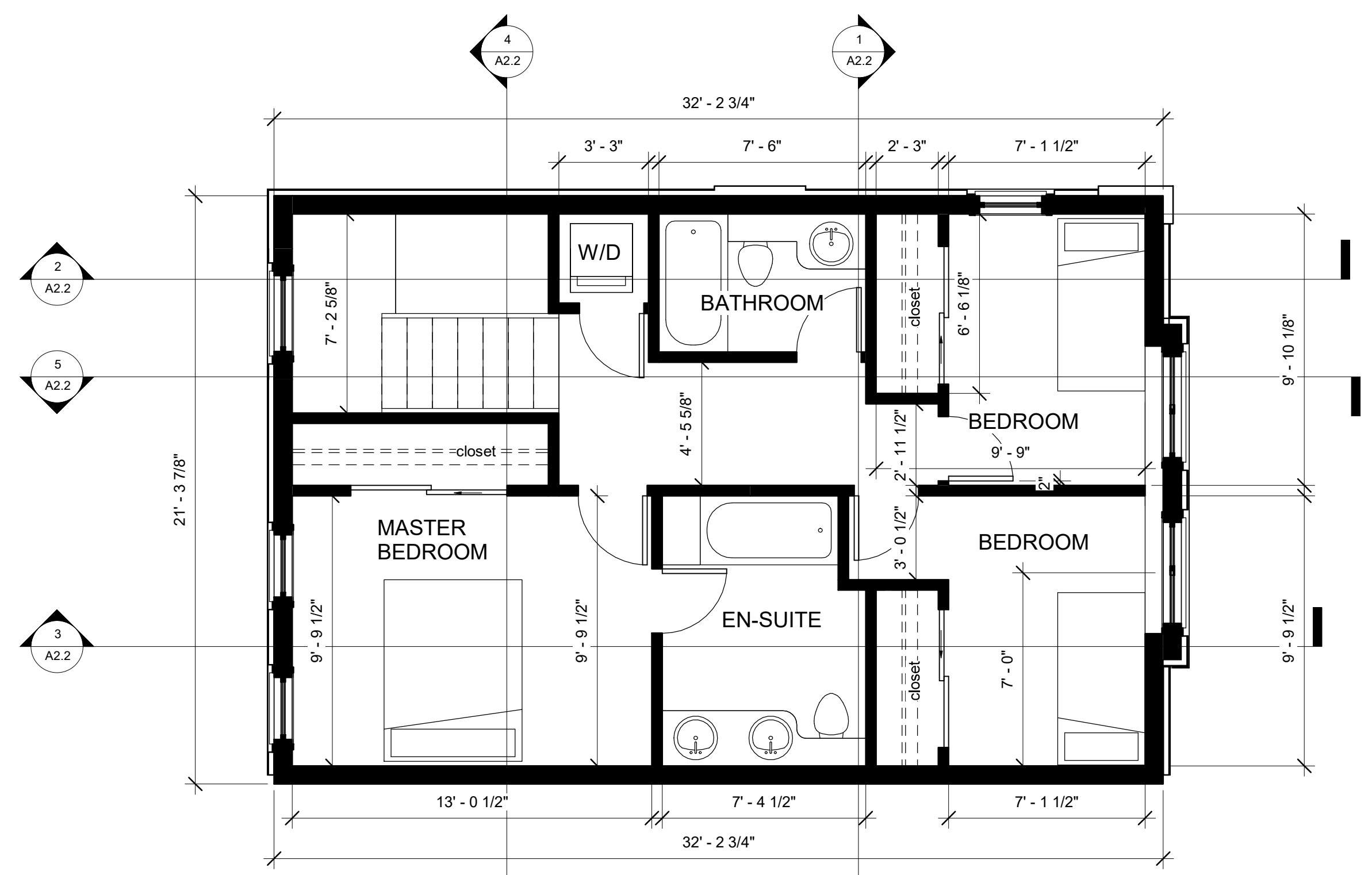

project # 20-107 drawing #
 scale as shown A1.14
 drawn by GDL
 checked by

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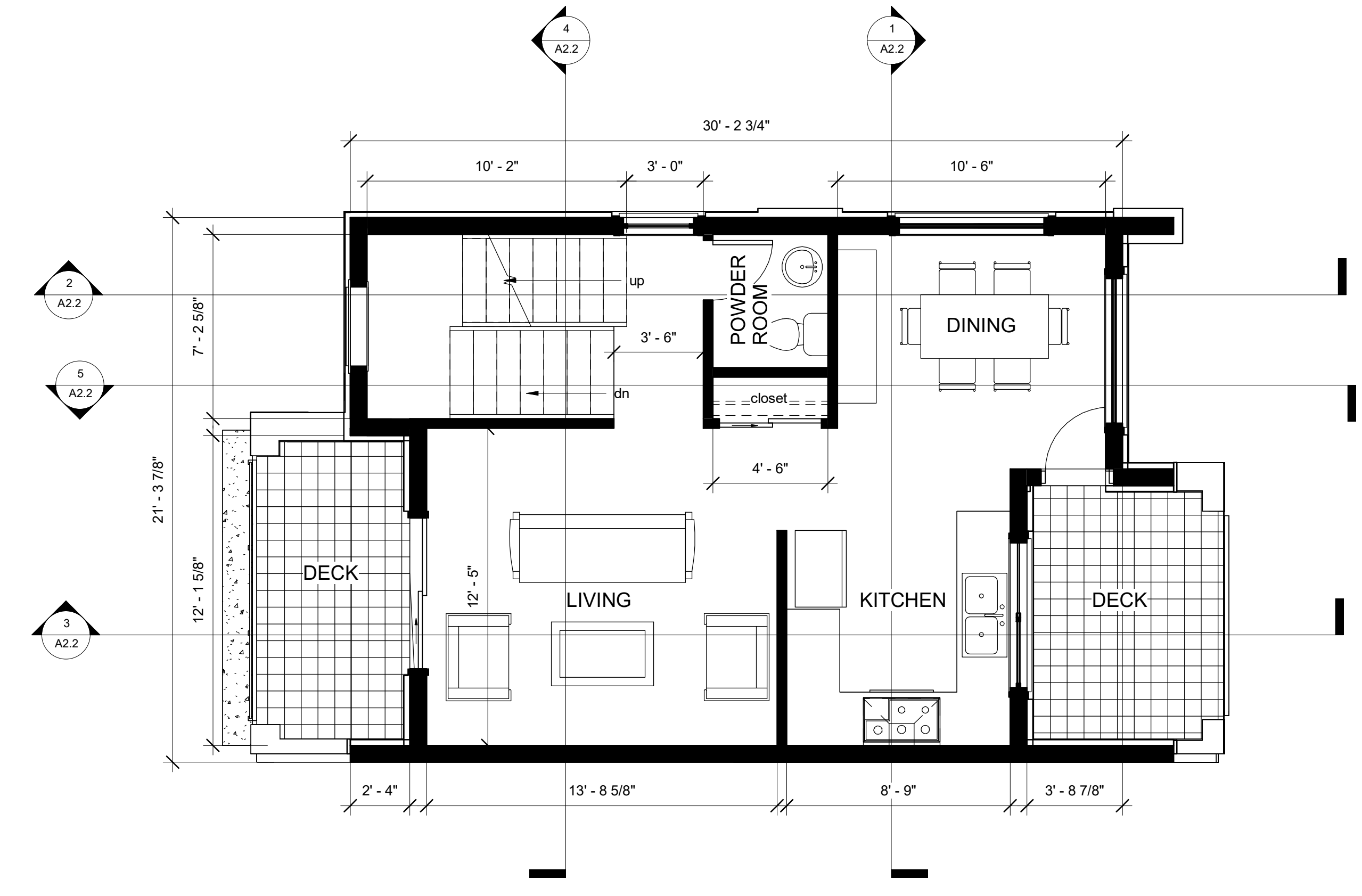
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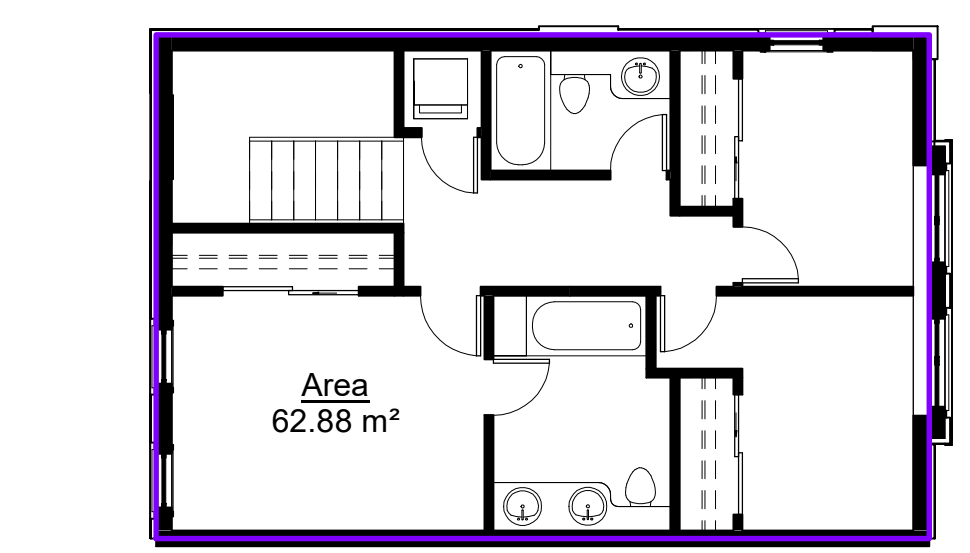
rev A, Jan 26/22
 basement area reduced
 rev B, Feb 13/24
 EV charging station highlighted
 rev C, March 9/25
 floor areas adjusted



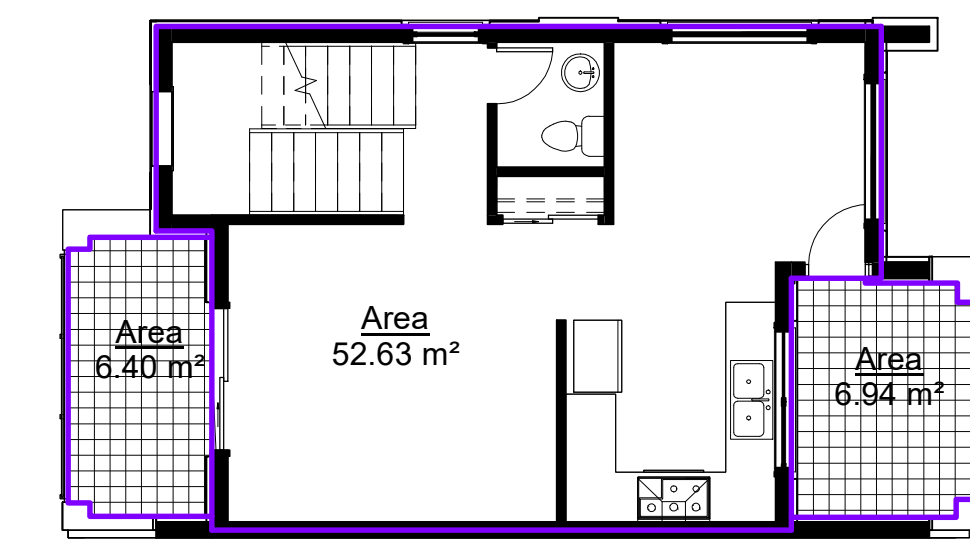
3 upper floor
 1/4" = 1'-0"



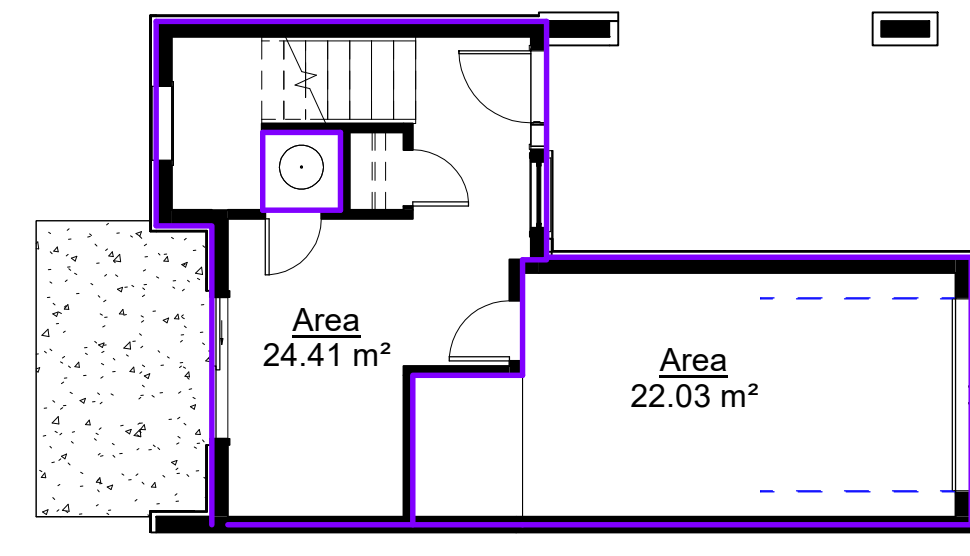
2 main floor
 1/4" = 1'-0"



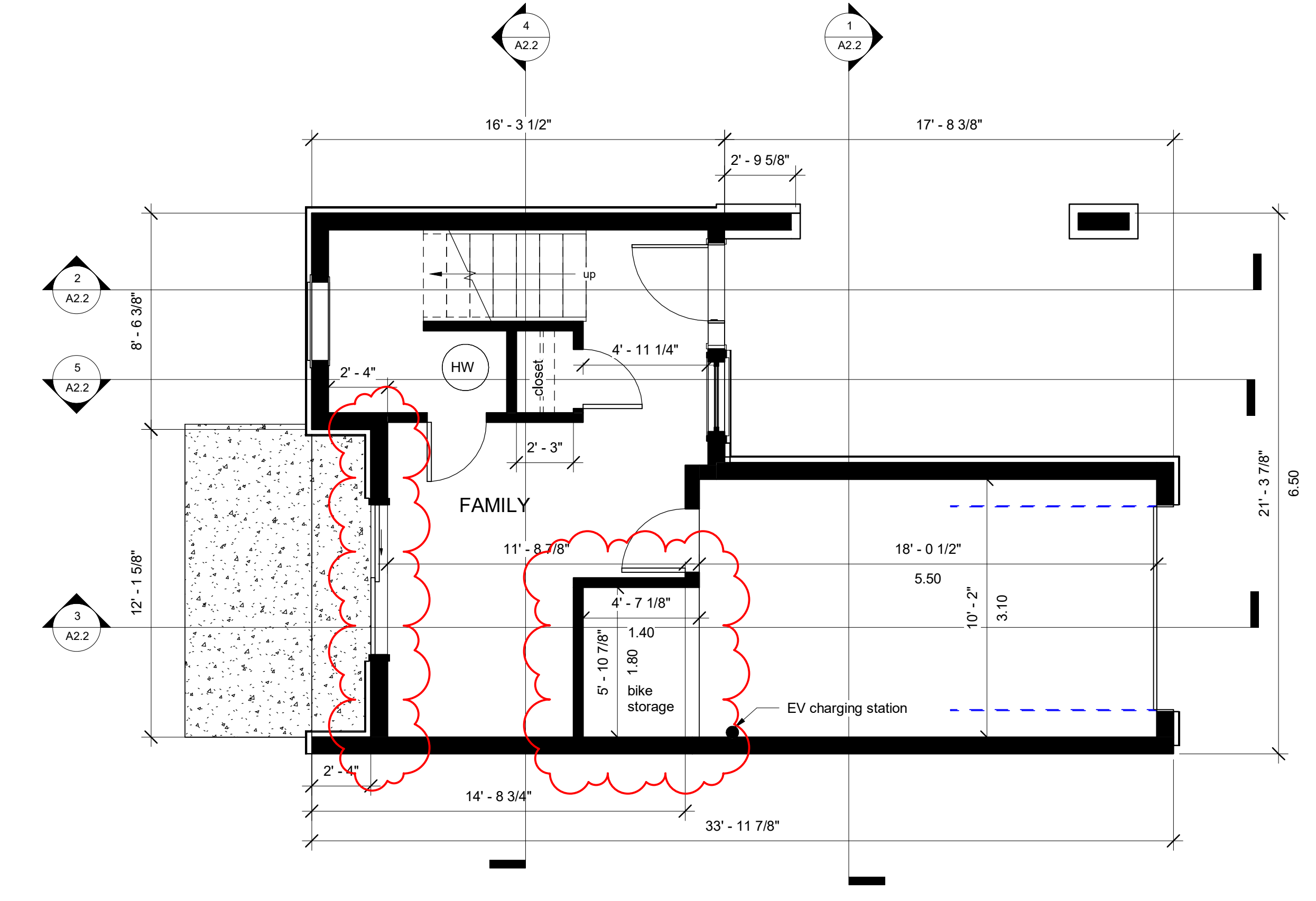
6 upper floor area
 1/8" = 1'-0"



5 main floor area
 1/8" = 1'-0"



4 basement area
 1/8" = 1'-0"



1 basement
 1/4" = 1'-0"

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project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

drawing title
 unit type A1 end left plans

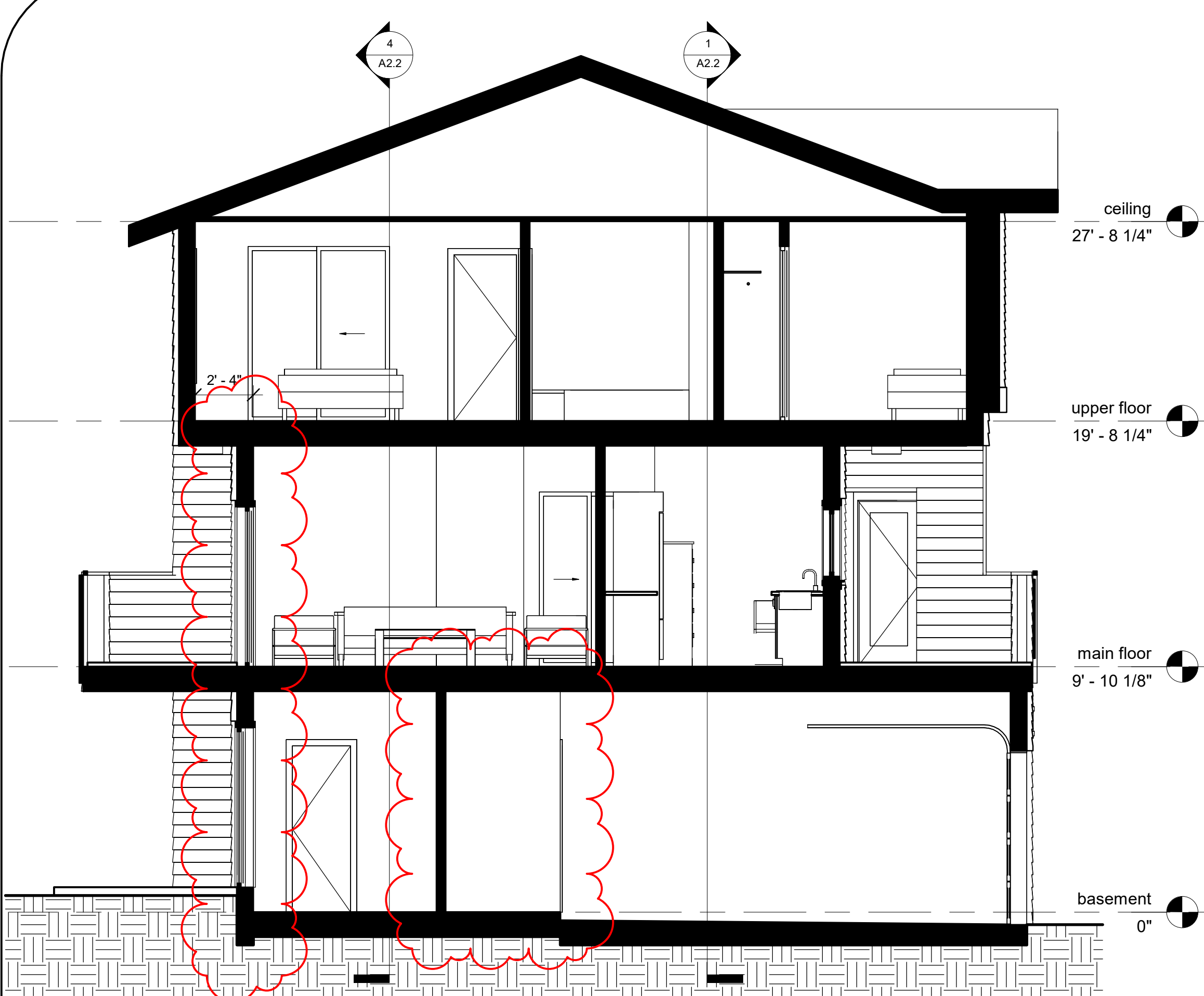
seal

 March 9/25

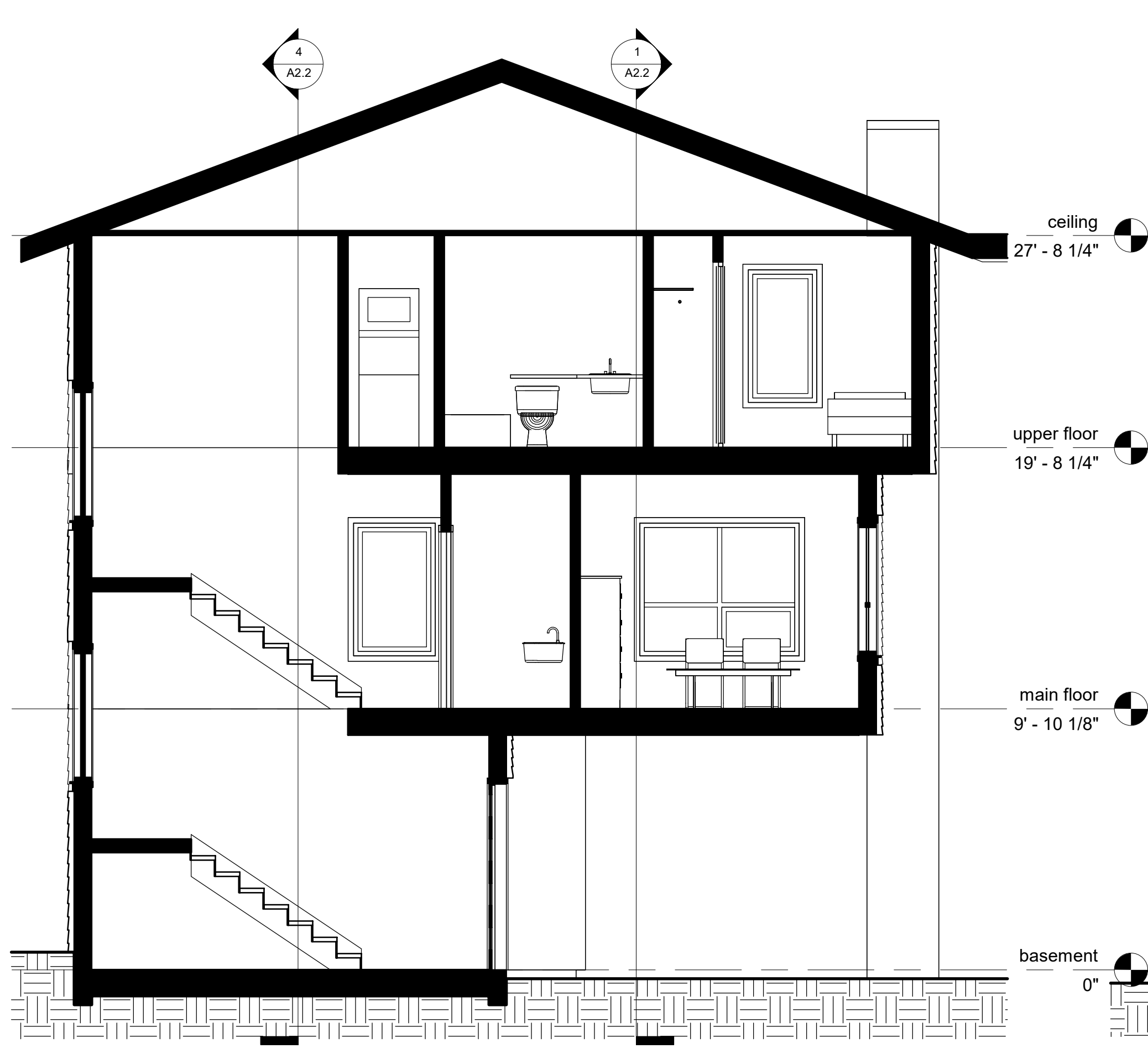
project # 20-107 drawing #
 scale as shown A2.1
 drawn by GDL
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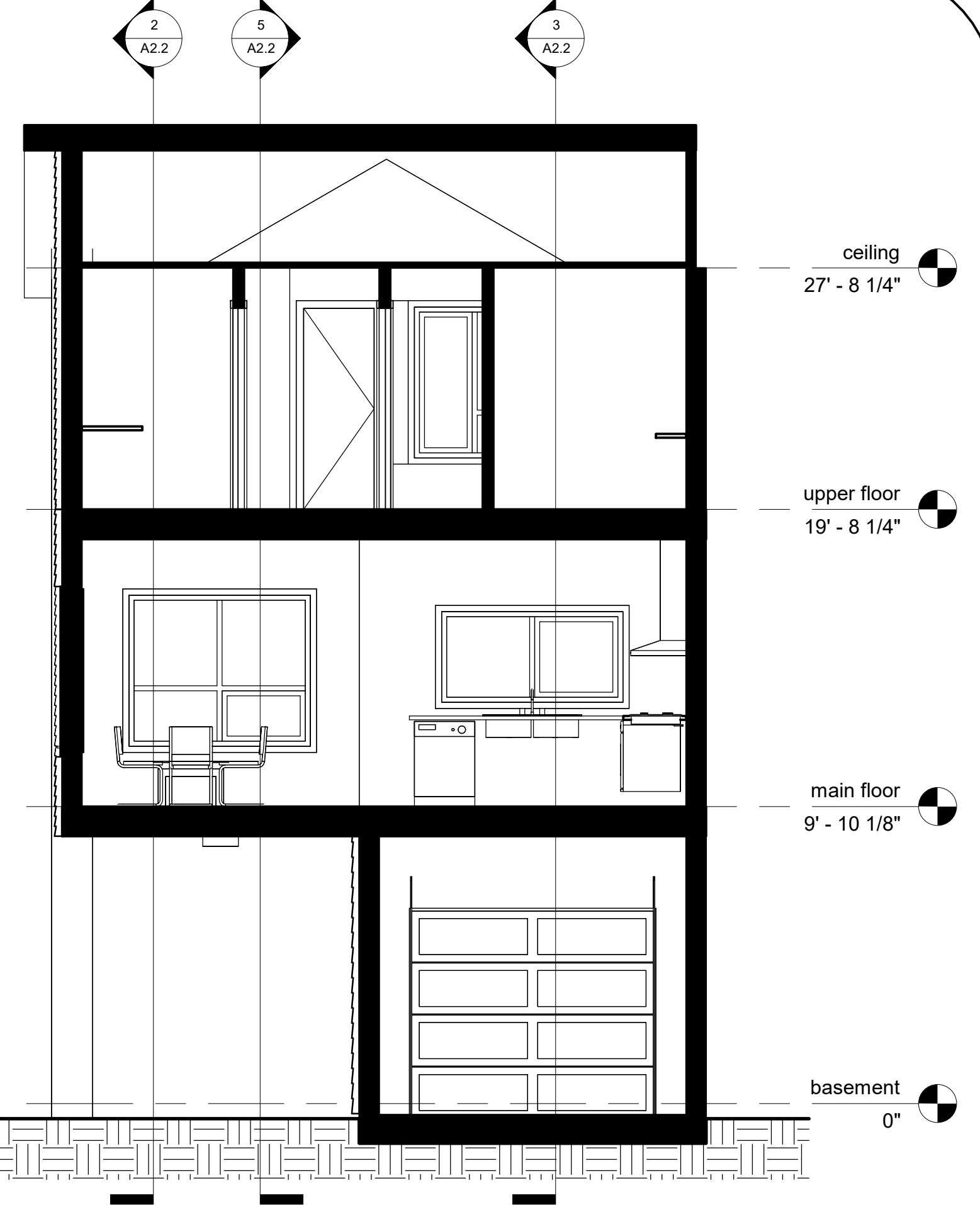
rev A, Jan 26/22
 basement area reduced
 rev B, Nov 19/23
 greater use made of stone veneer & chimneys extended
 rev C, March 9/25
 wall location changed with floor area adjustments



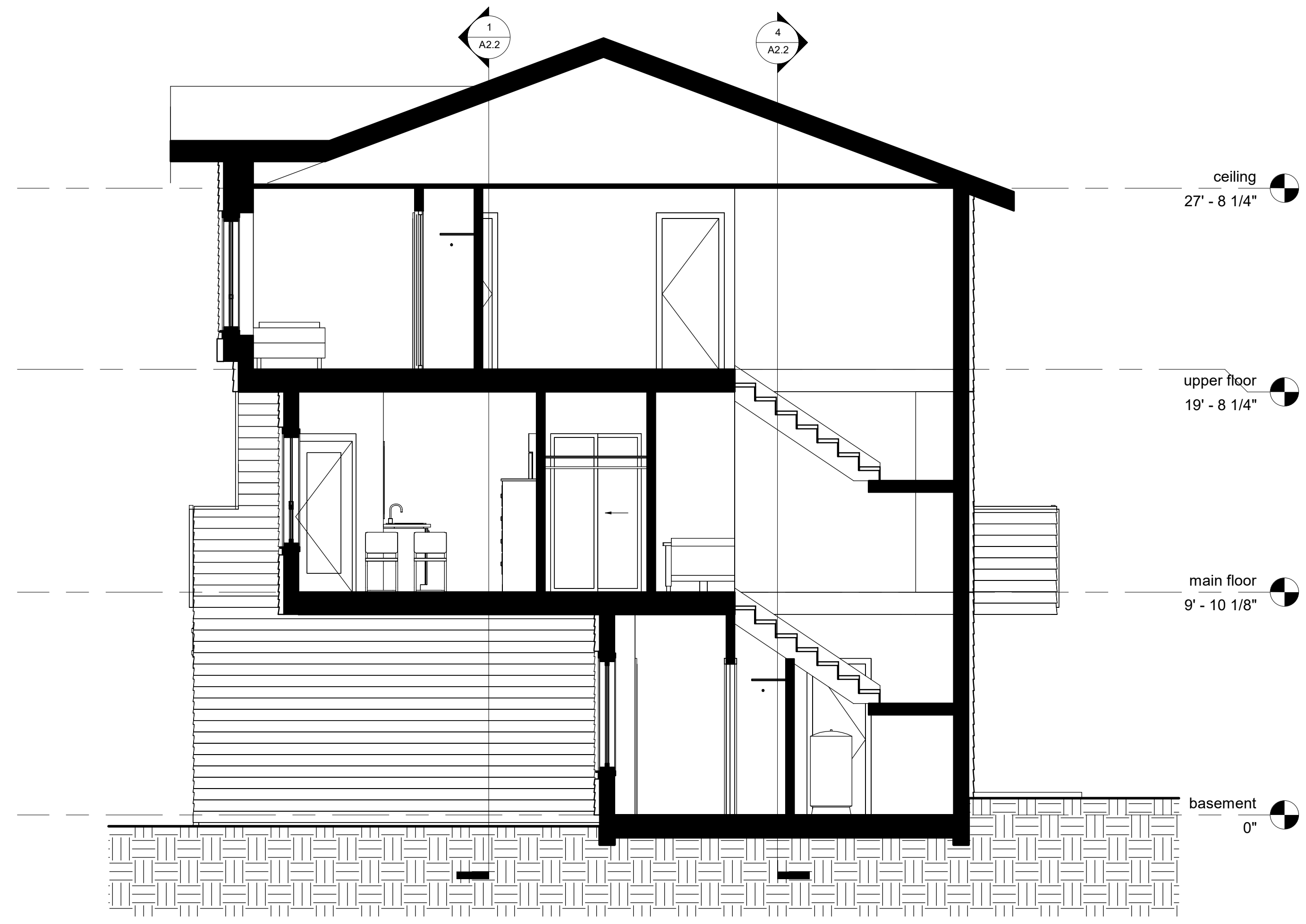
3 Section 3
 1/4" = 1'-0"



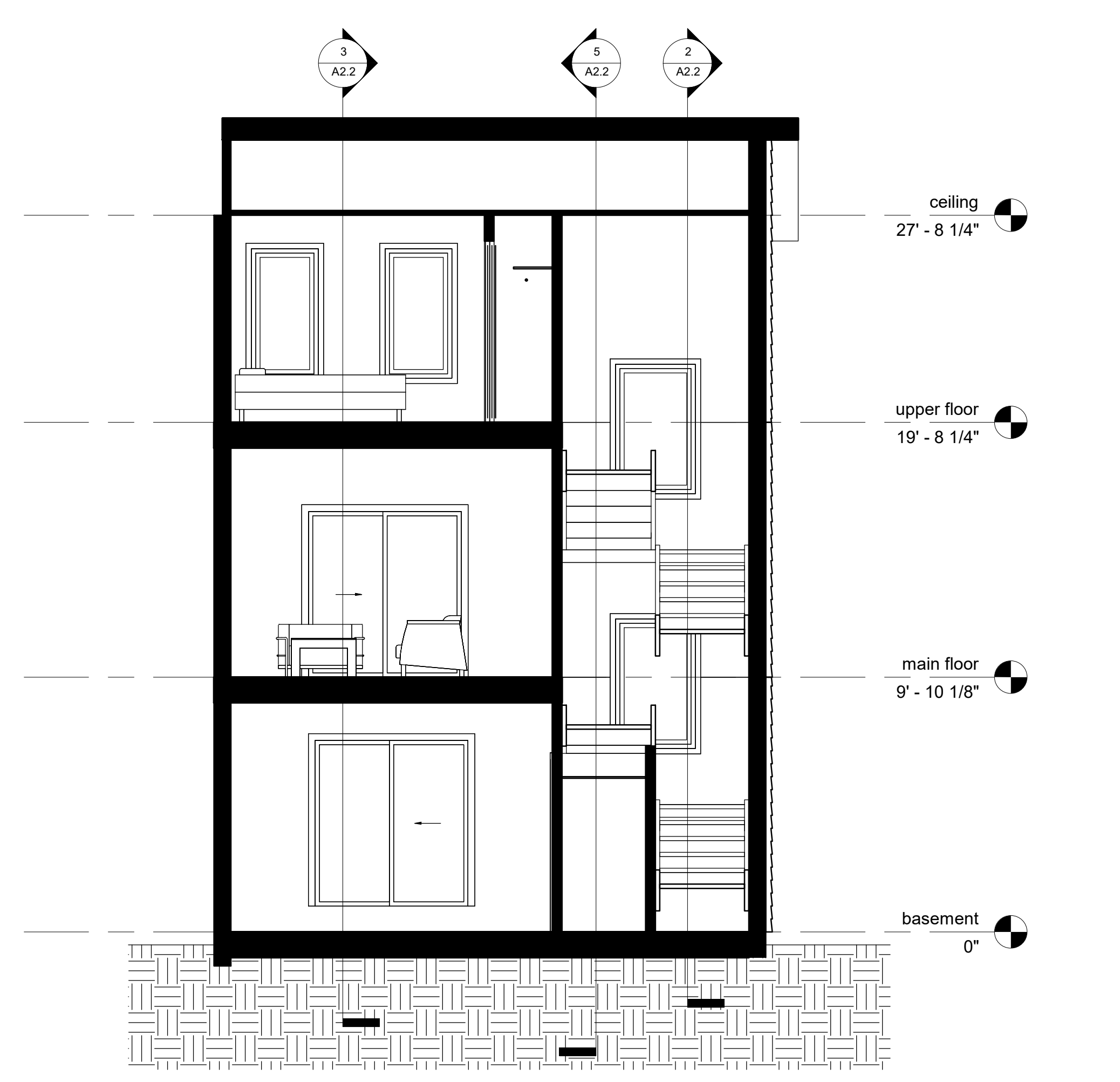
2 Section 2
 1/4" = 1'-0"



1 Section 1
 1/4" = 1'-0"



5 Section 5
 1/4" = 1'-0"



4 Section 4
 1/4" = 1'-0"

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project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

drawing title
 unit type A1 end left sections

seal

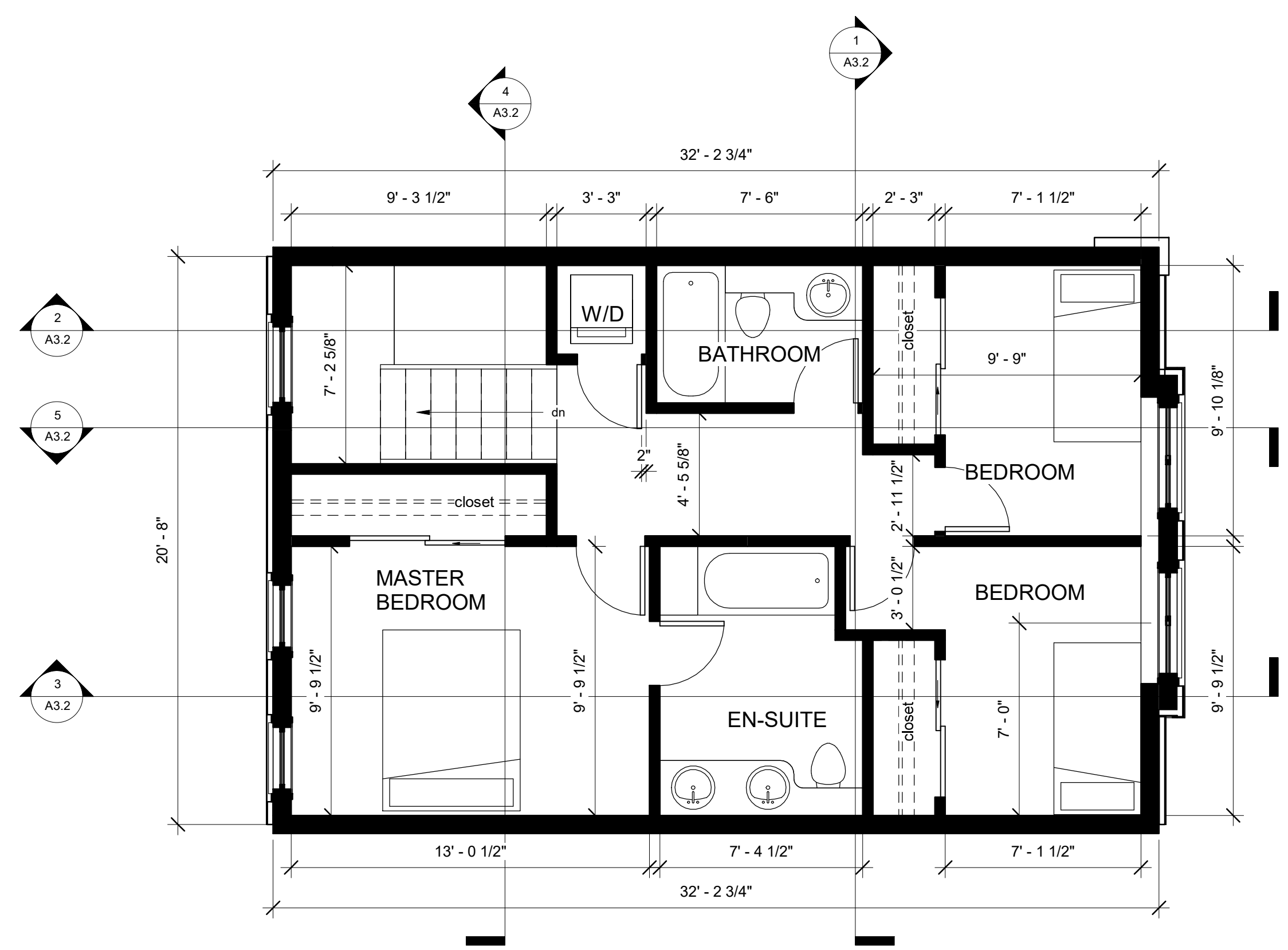
project # 20-107 drawing #
 scale as shown A2.2
 drawn by GDL
 checked by

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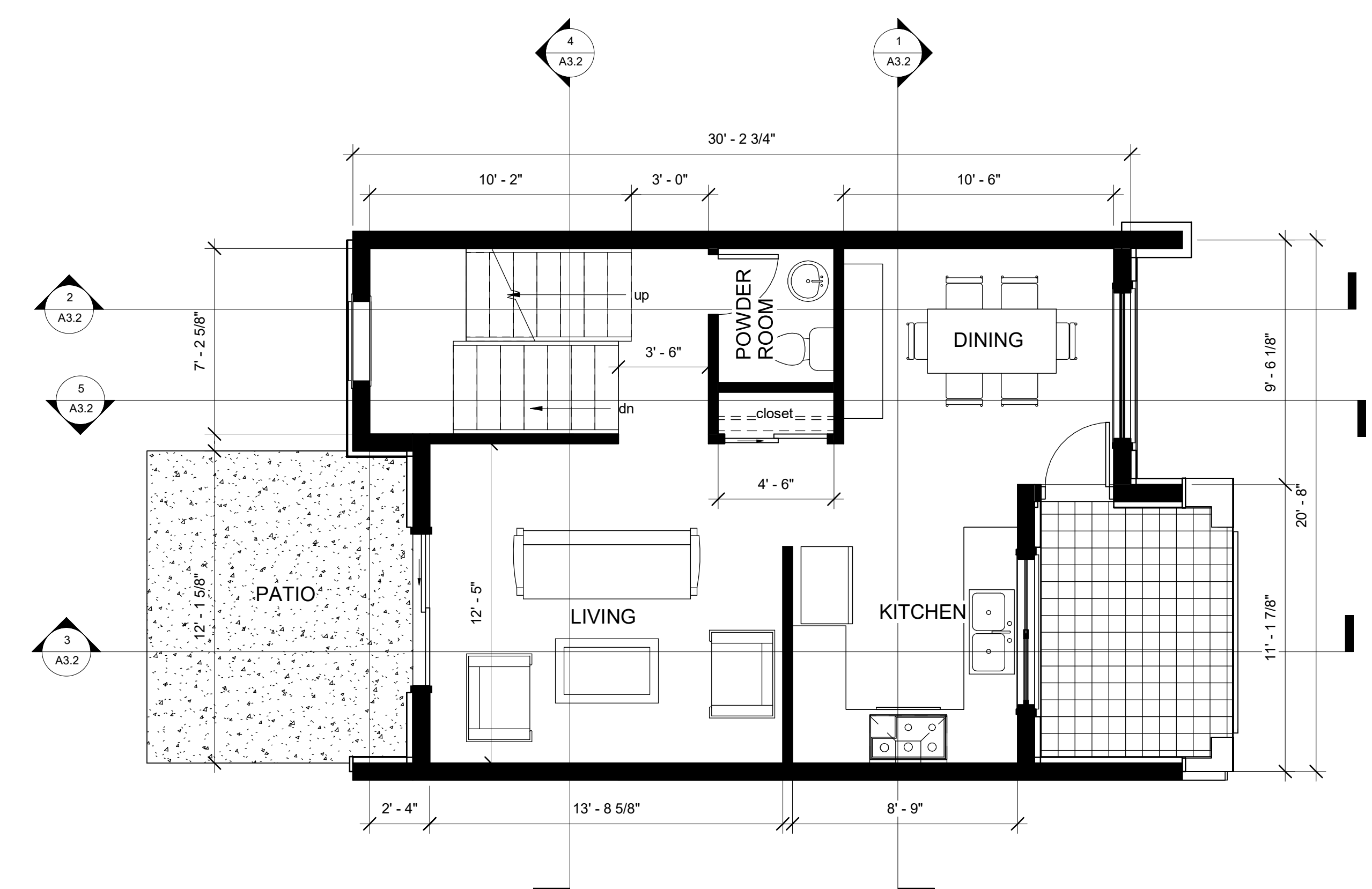
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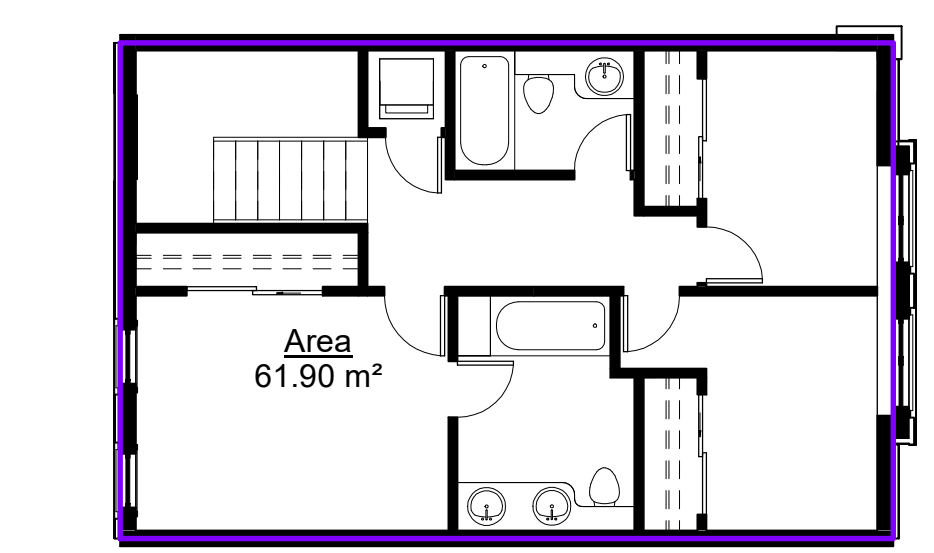
rev A, March 9/25
 floor area adjusted



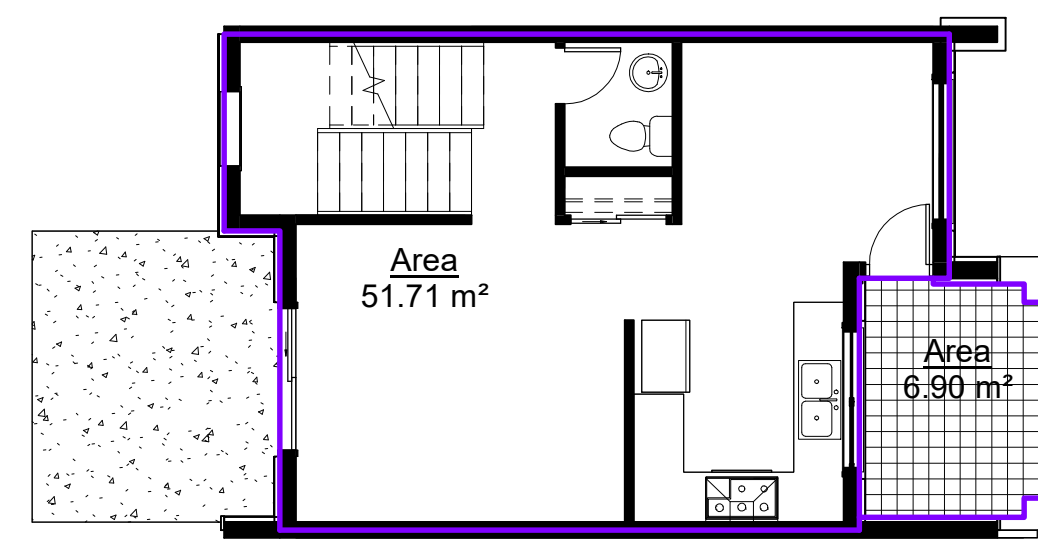
3 upper floor
 1/4" = 1'-0"



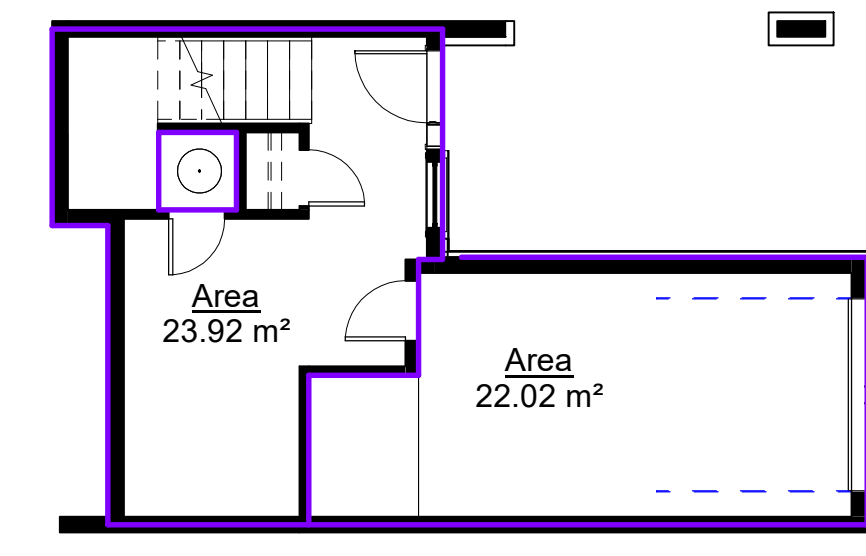
2 main floor
 1/4" = 1'-0"



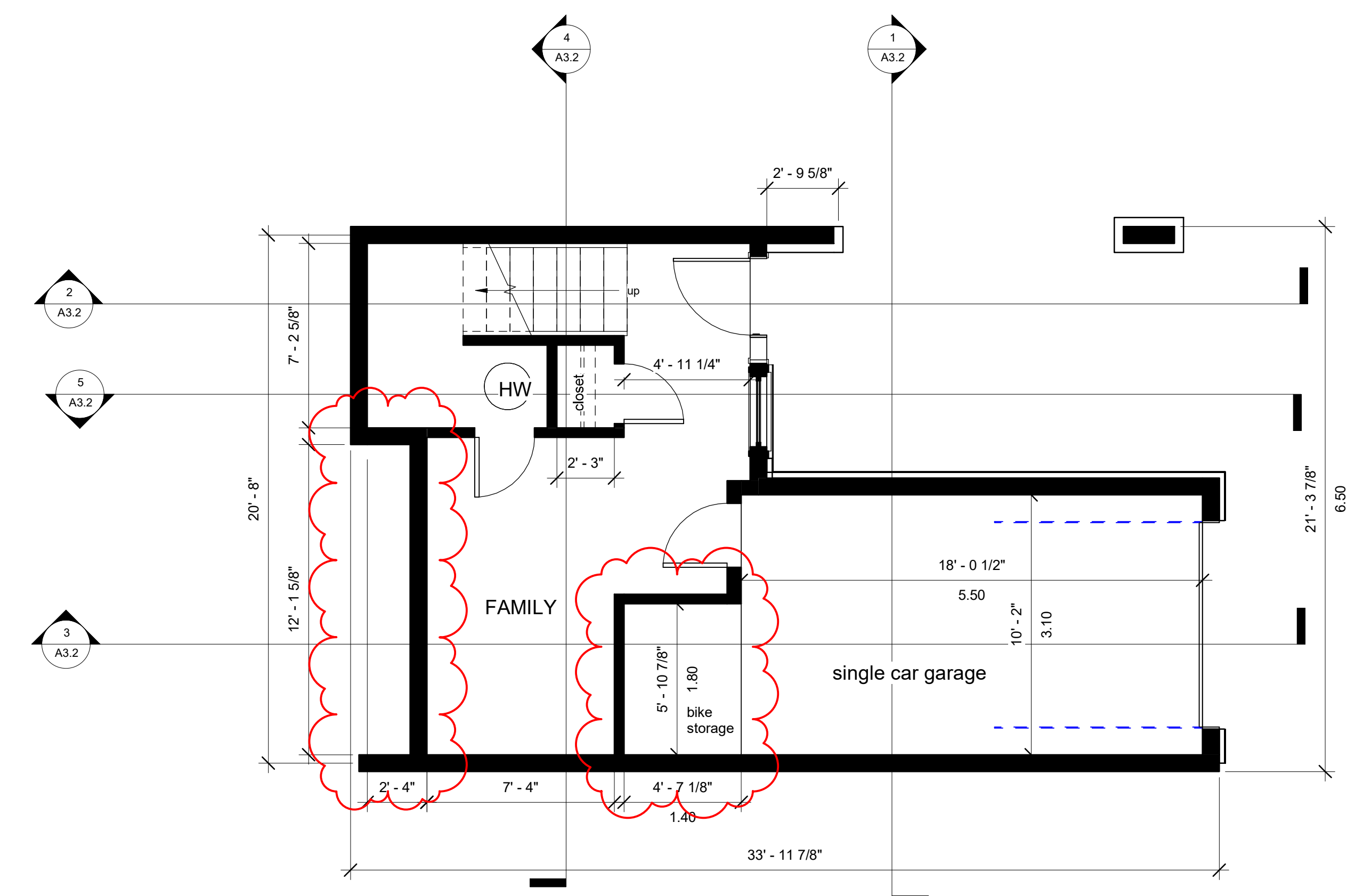
6 upper floor area
 1/8" = 1'-0"



5 main floor area
 1/8" = 1'-0"



4 basement area
 1/8" = 1'-0"



1 basement
 1/4" = 1'-0"


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project
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 Townhouses, Maple Ridge

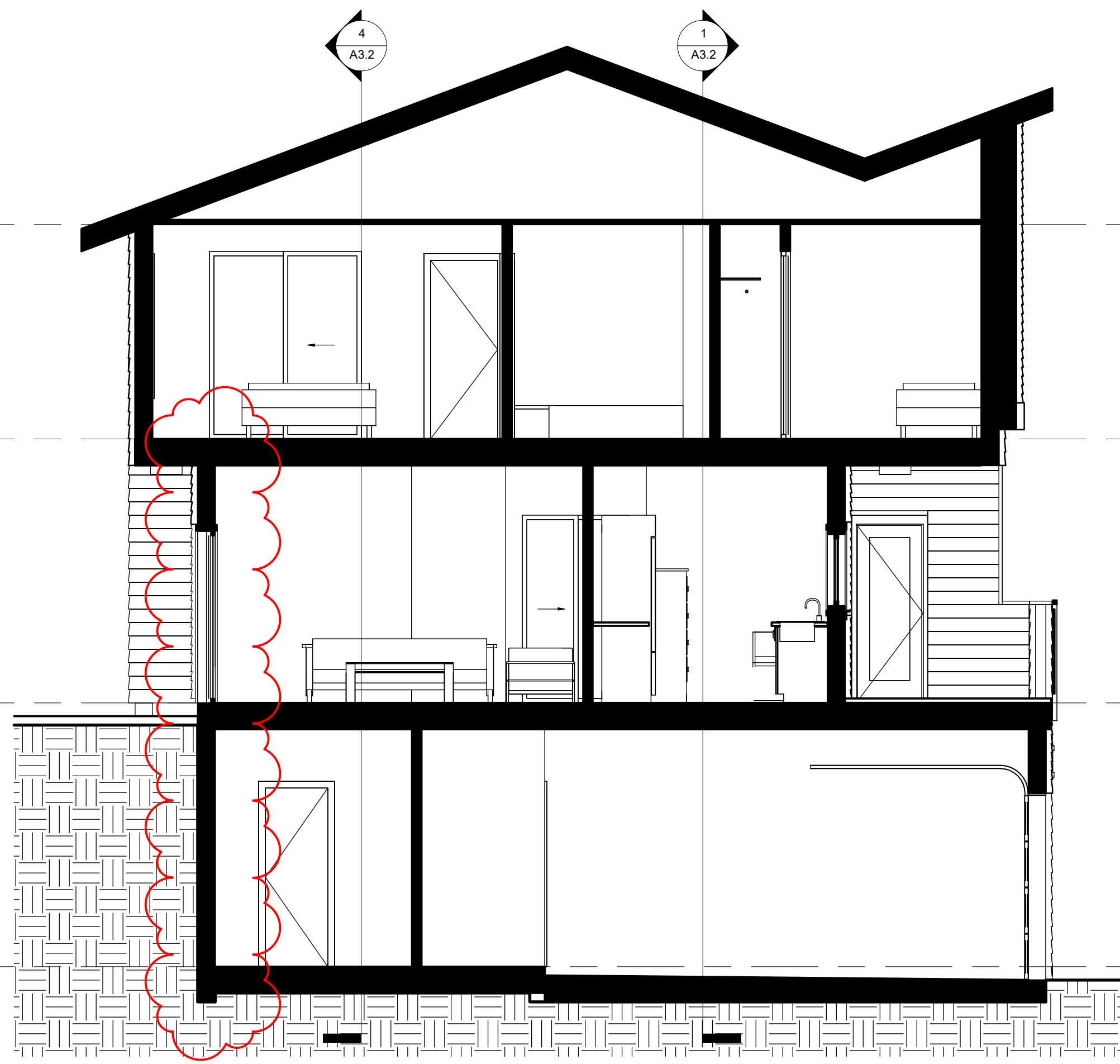
drawing title
 unit type A2 centre plans

seal


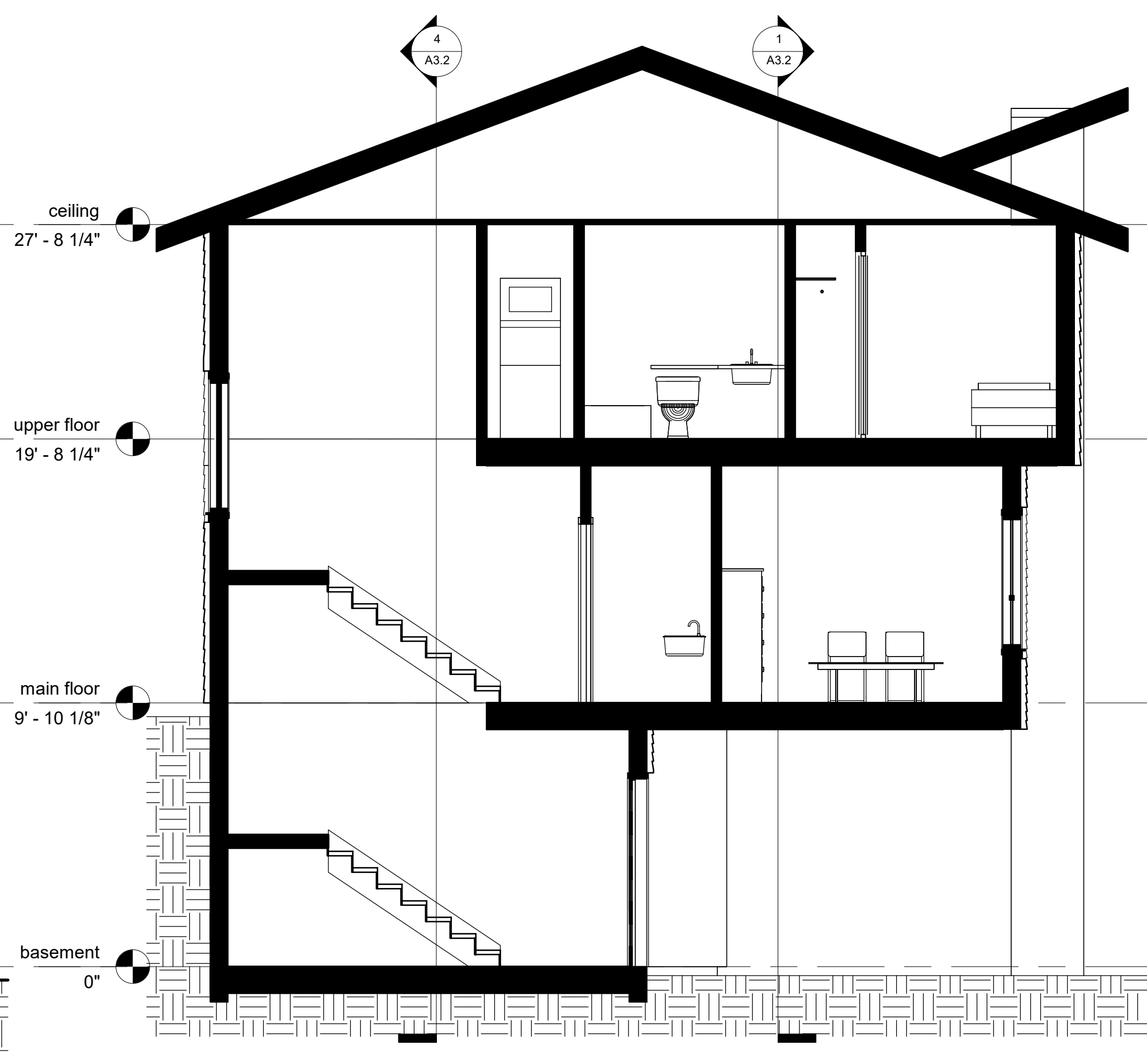
project # 20-107 drawing #
 scale as shown A3.1
 drawn by GDL
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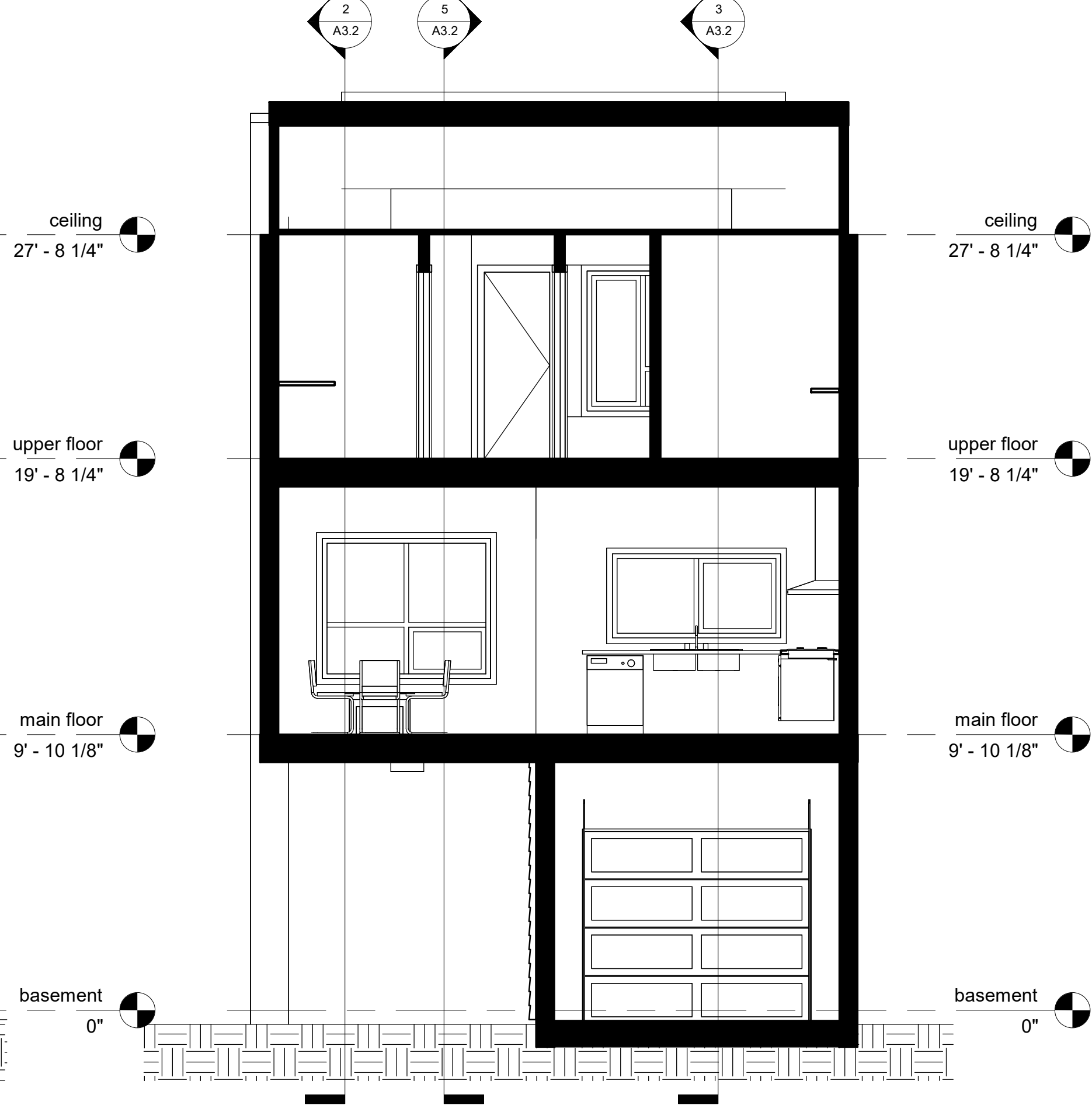
rev A, March 9/25
 wall locations changed with floor area adjustment



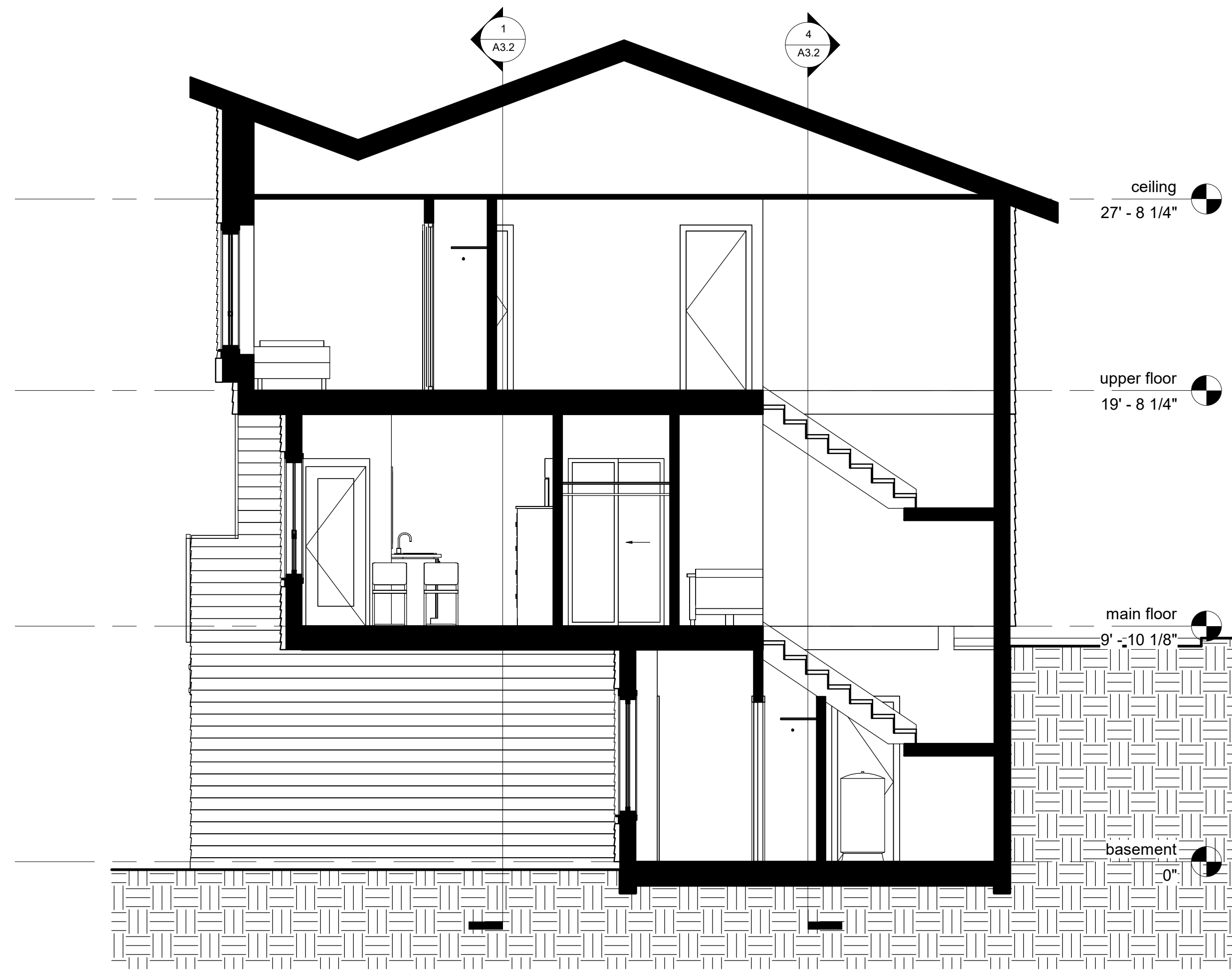
3 Section 3
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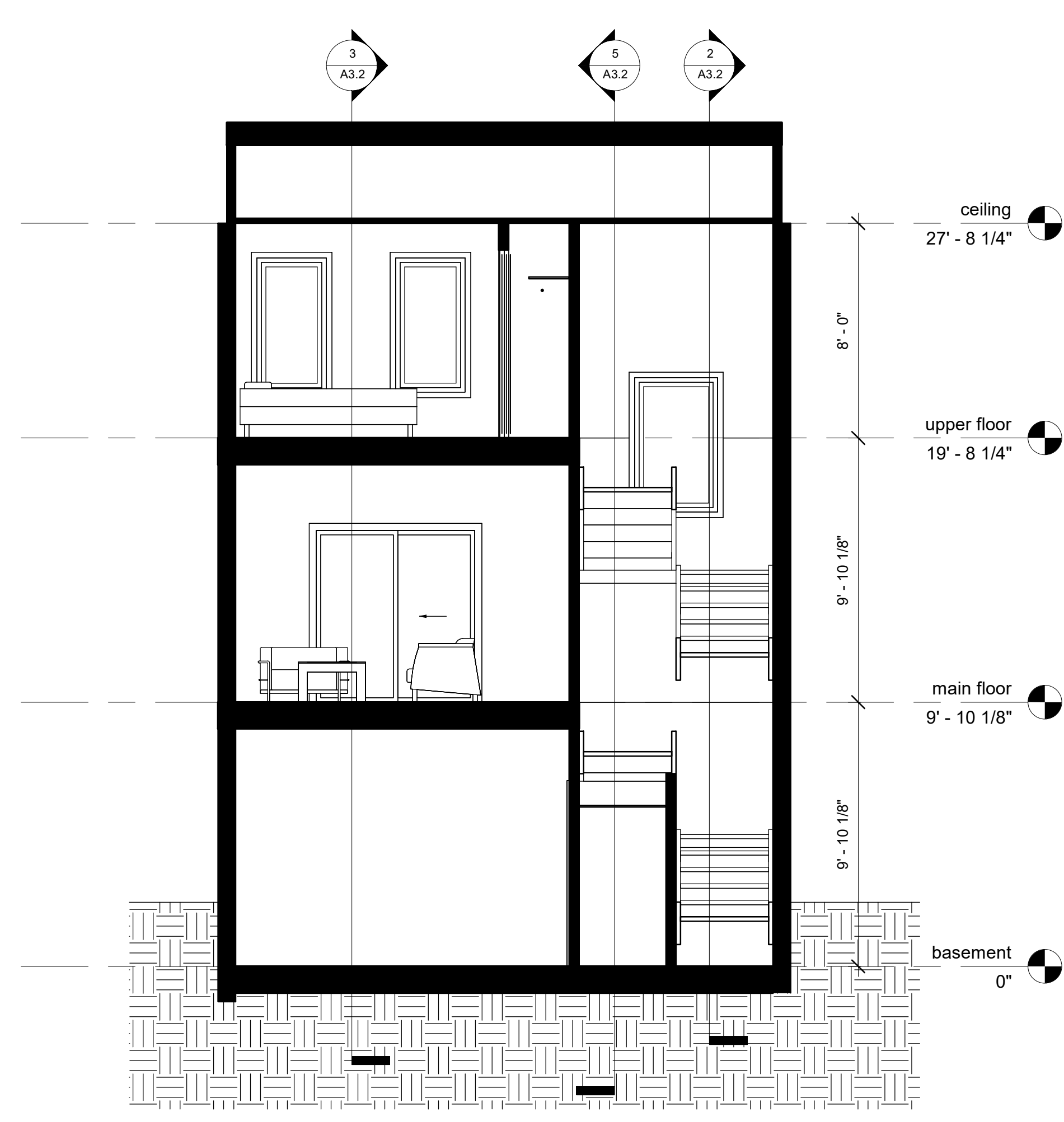
2 Section 2
 1/4" = 1'-0"



1 Section 1
 1/4" = 1'-0"



5 Section 5
 1/4" = 1'-0"



4 Section 4
 1/4" = 1'-0"

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client
 Sommet Investments Ltd.
 2526 E. 40th Avenue
 Vancouver, BC, V5R 2V9

architect
Geoff Lawlor Inc.

Geoff Lawlor Architecture Inc. tel: 604-238-3380
 unit 632 - 5311 Cokesbridge Way cell: 778-998-6968
 Richmond, B.C. email: geoff@lawlorarchitecture.com
 VOIX 0433 web site: www.geofflawlorarchitect.com

project
 24156 - 104th Avenue
 Townhouses, Maple Ridge

drawing title
 unit type A2 sections

seal

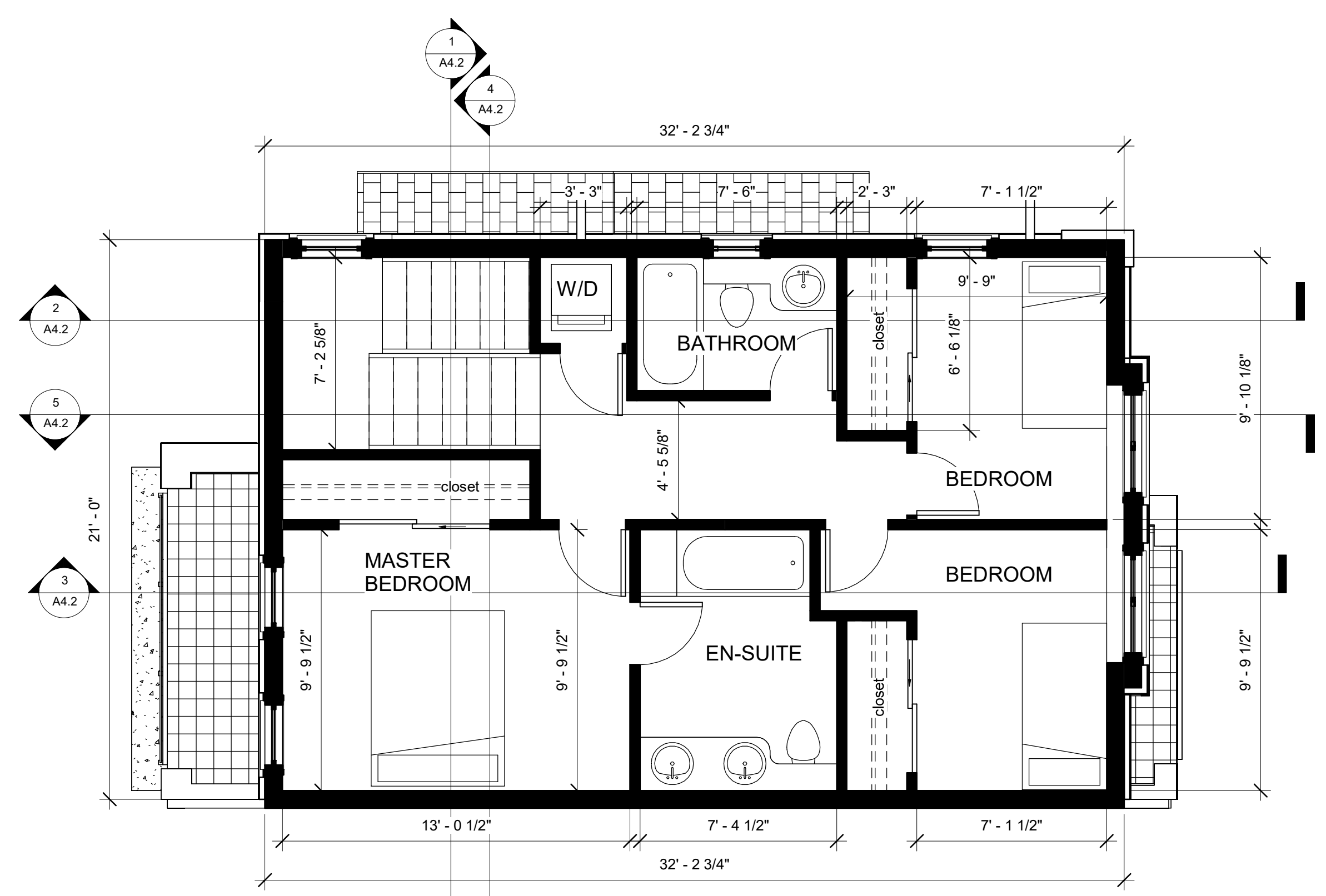
project # 20-107 drawing #
 scale as shown A3.2
 drawn by GDL
 checked by

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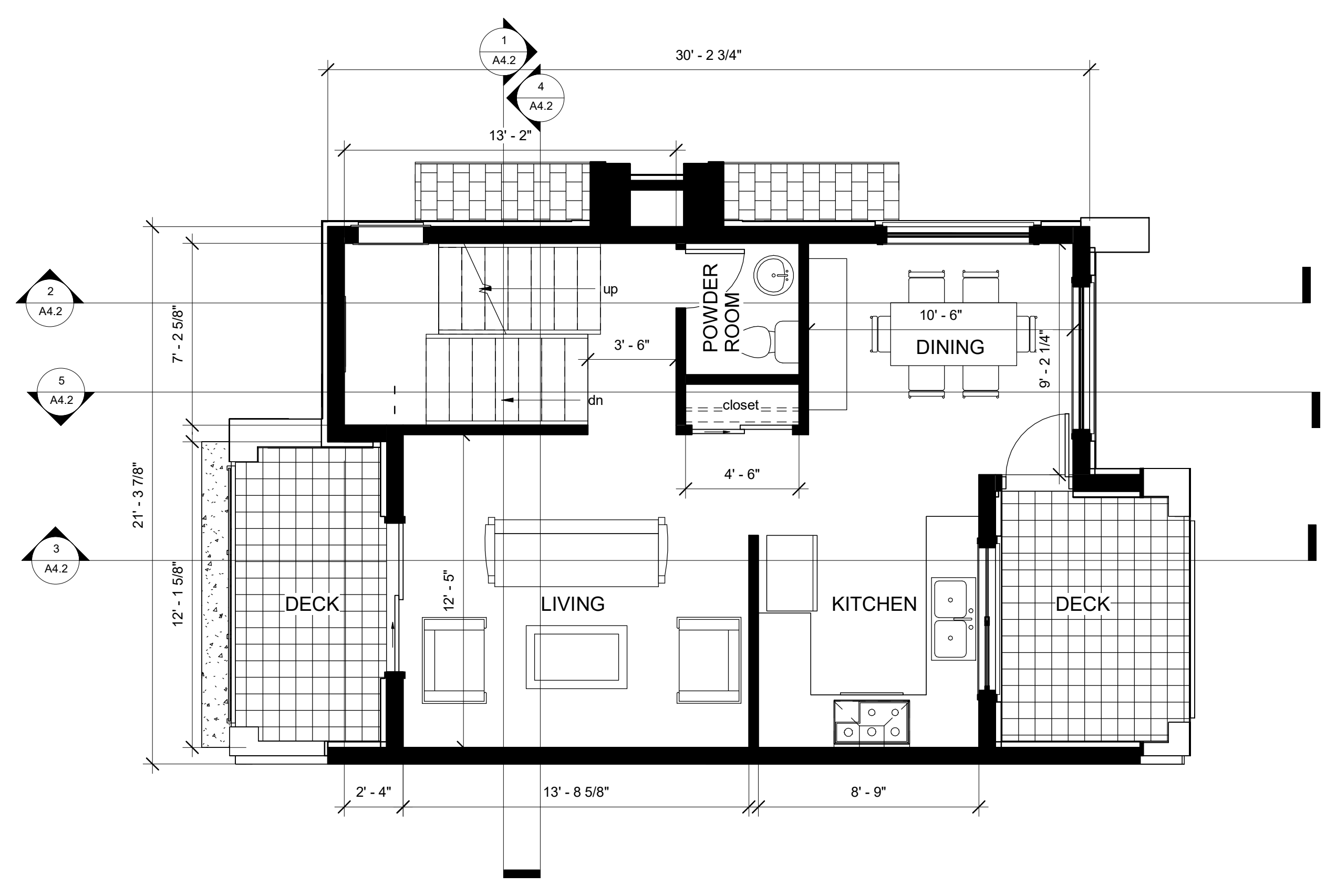
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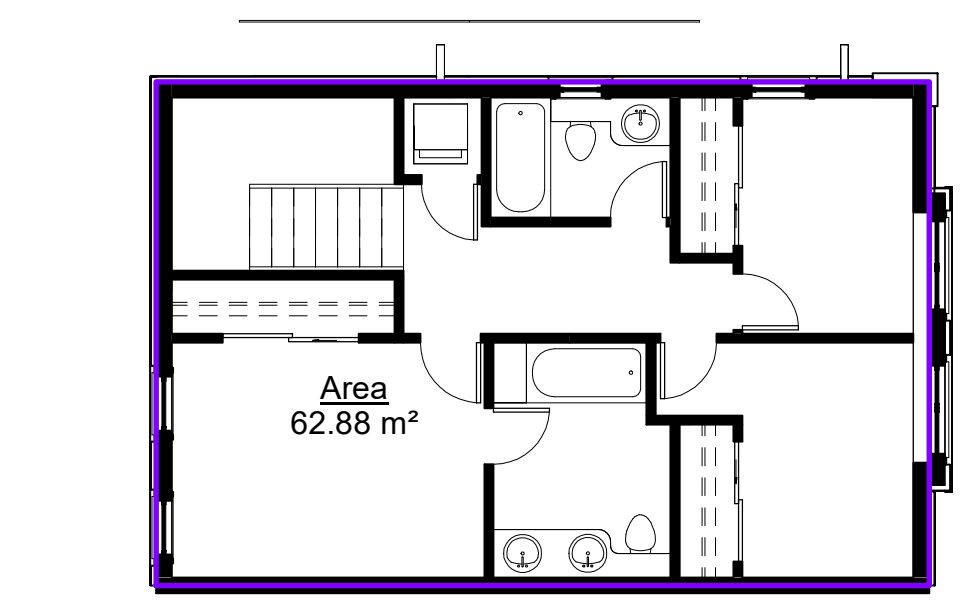
rev A, March 9/25
floor area adjusted



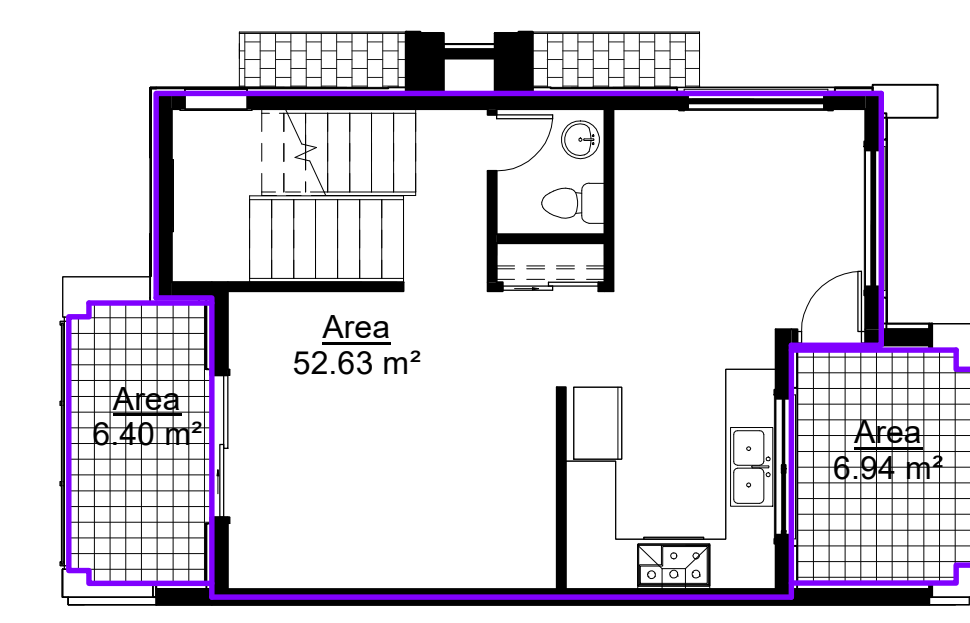
3 upper floor
1/4" = 1'-0"



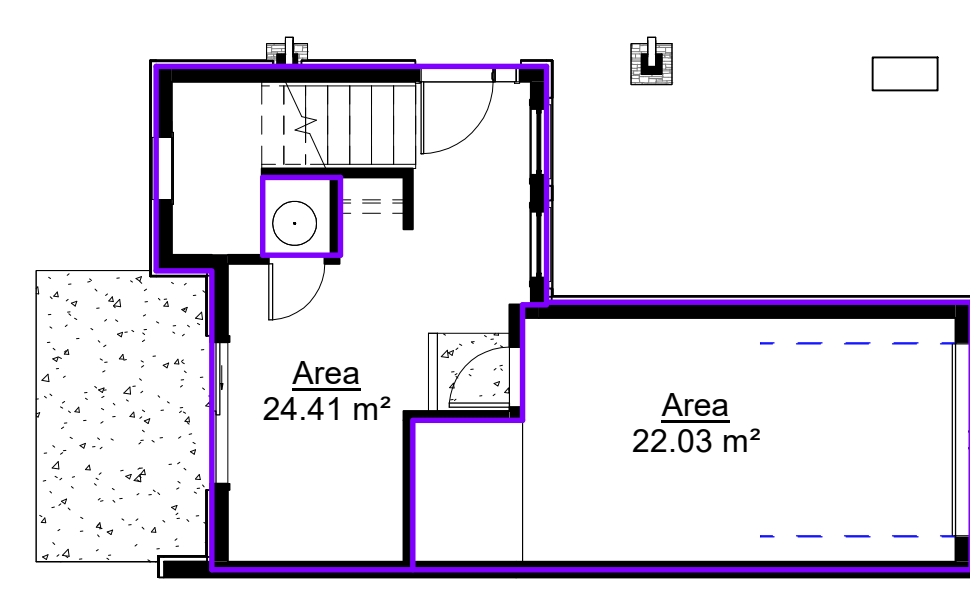
2 main floor
1/4" = 1'-0"



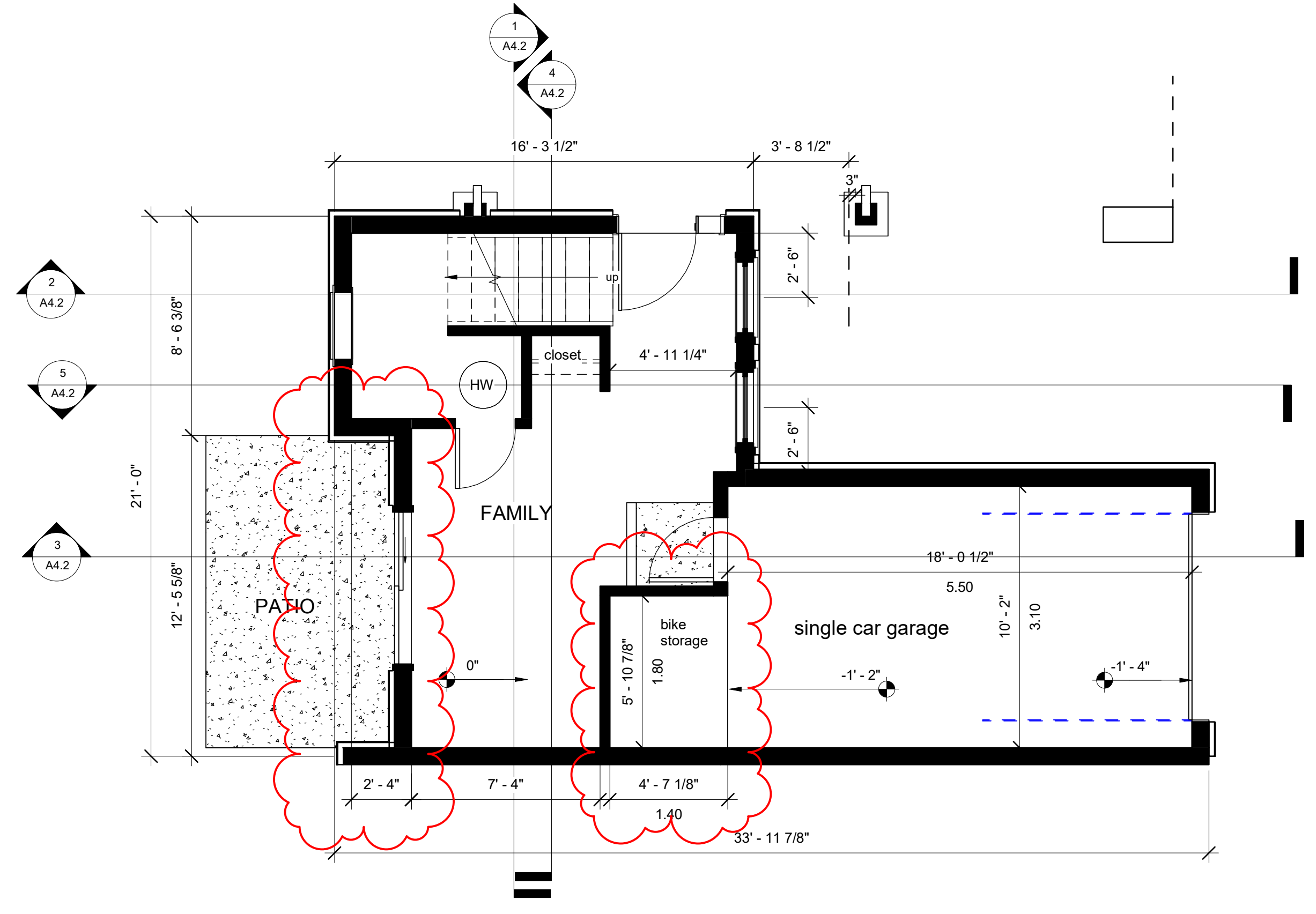
6 upper floor area
1/8" = 1'-0"



5 main floor area
1/8" = 1'-0"



4 basement area
1/8" = 1'-0"



1 basement
1/4" = 1'-0"

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client
Sommet Investments Ltd.
2526 E. 40th Avenue
Vancouver, BC, V5R 2V9

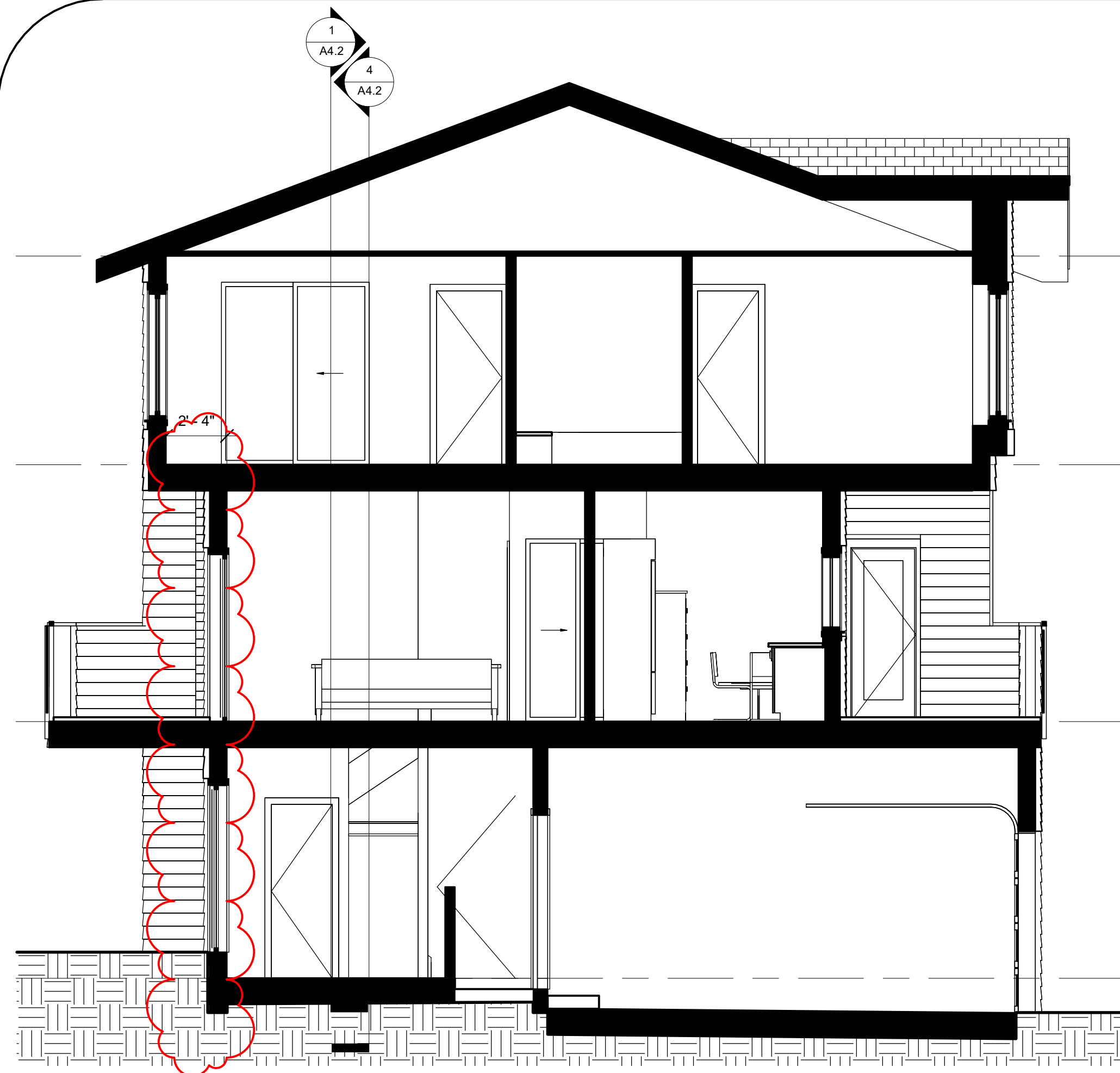
architect
Geoff Lawlor Architecture Inc.
Geoff Lawlor Architecture Inc. 404-238-3380
unit 632 - 5311 Cokeridge Way richmond, B.C. cell: 778-998-6968
V6X 0M3 email: geoff@lawlorarchitecture.com
web site: www.geofflawlorarchitecture.com

project
24156 - 104th Avenue
Townhouses, Maple Ridge

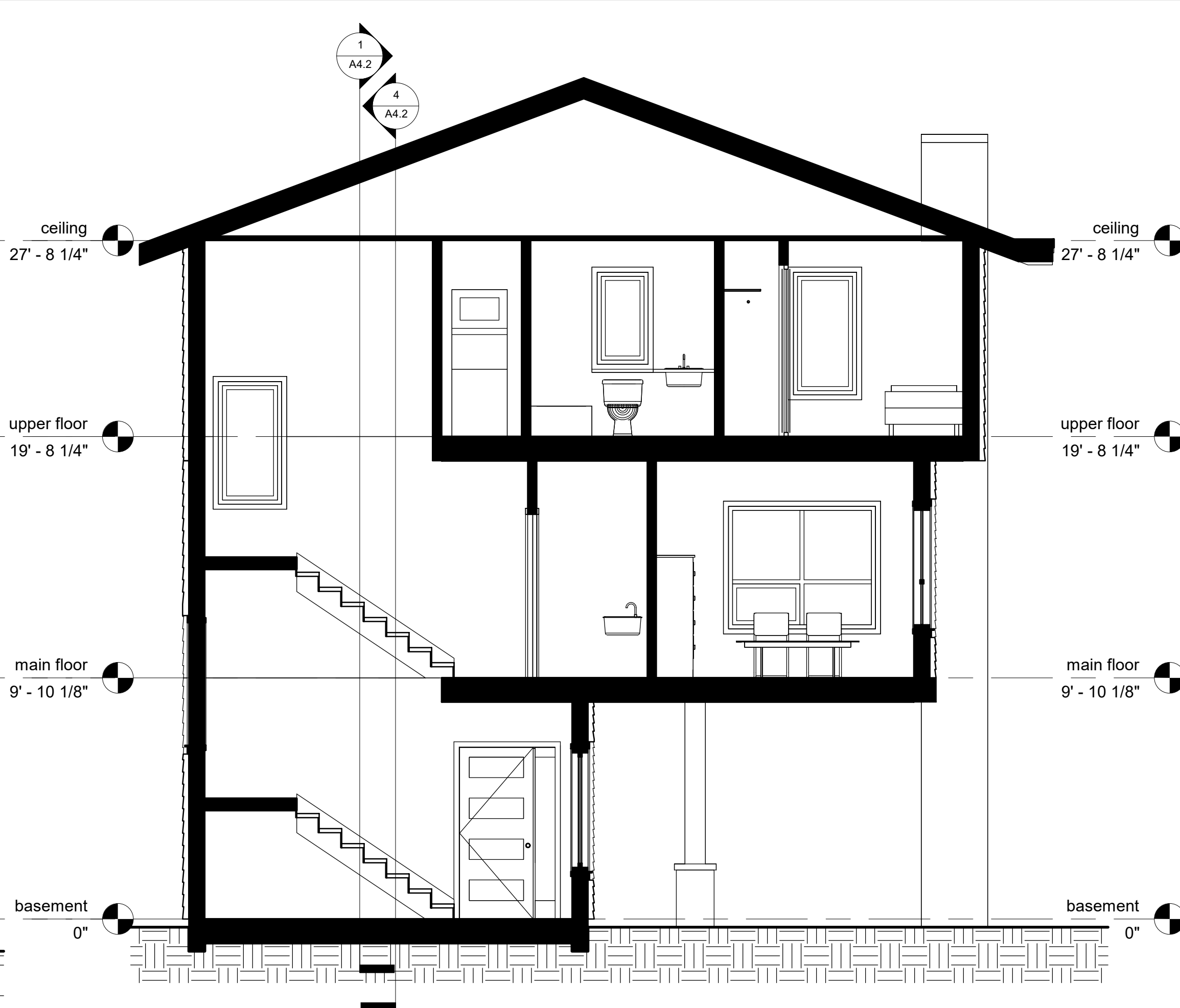
drawing title
unit type A3 plans

seal
REGISTERED ARCHITECT
GEOFF LAWLOR
MARCH 9/25
BRITISH COLUMBIA

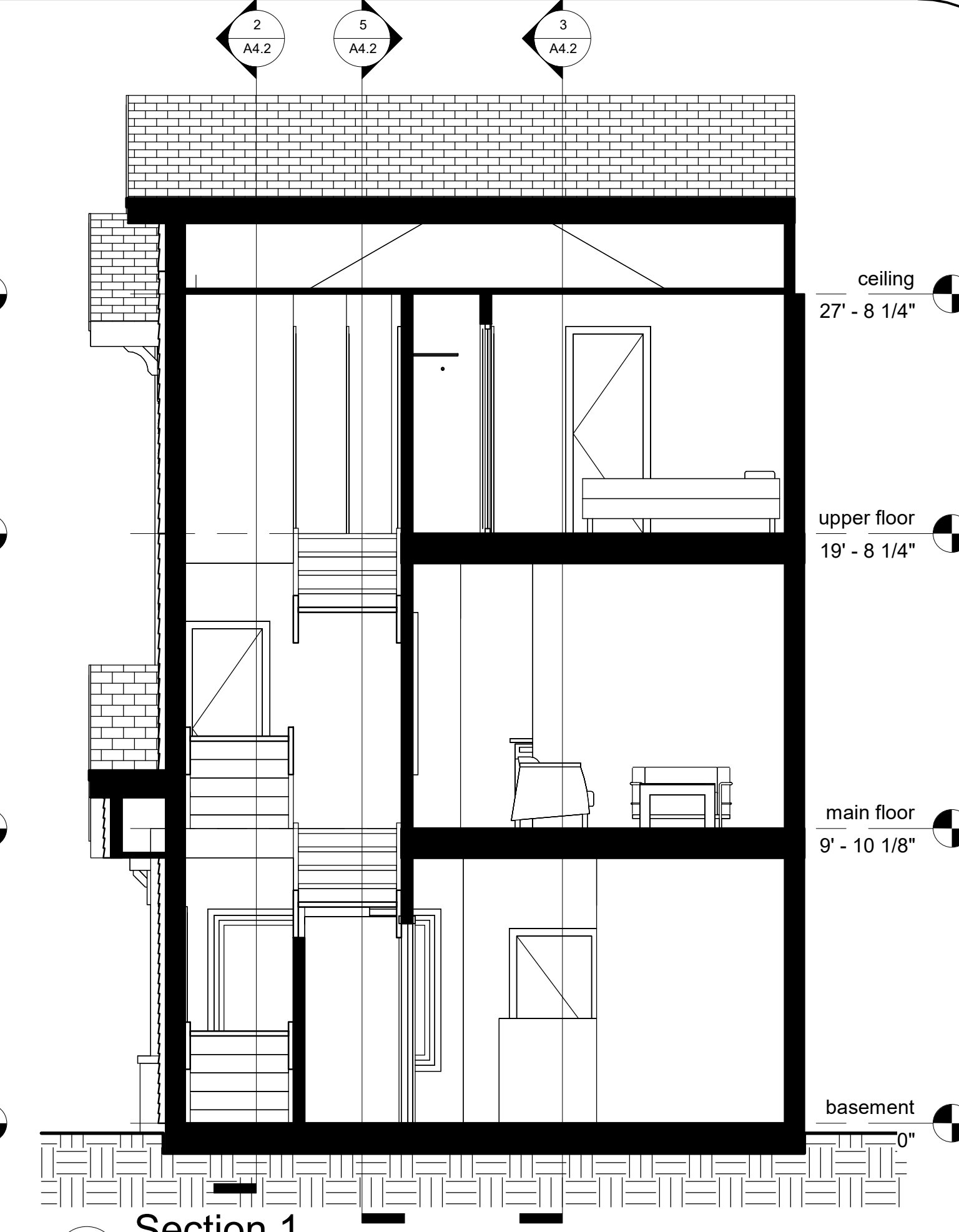
project # 20-107 drawing #
scale as shown A4.1
drawn by GDL
checked by



3 Section 3
1/4" = 1'-0"



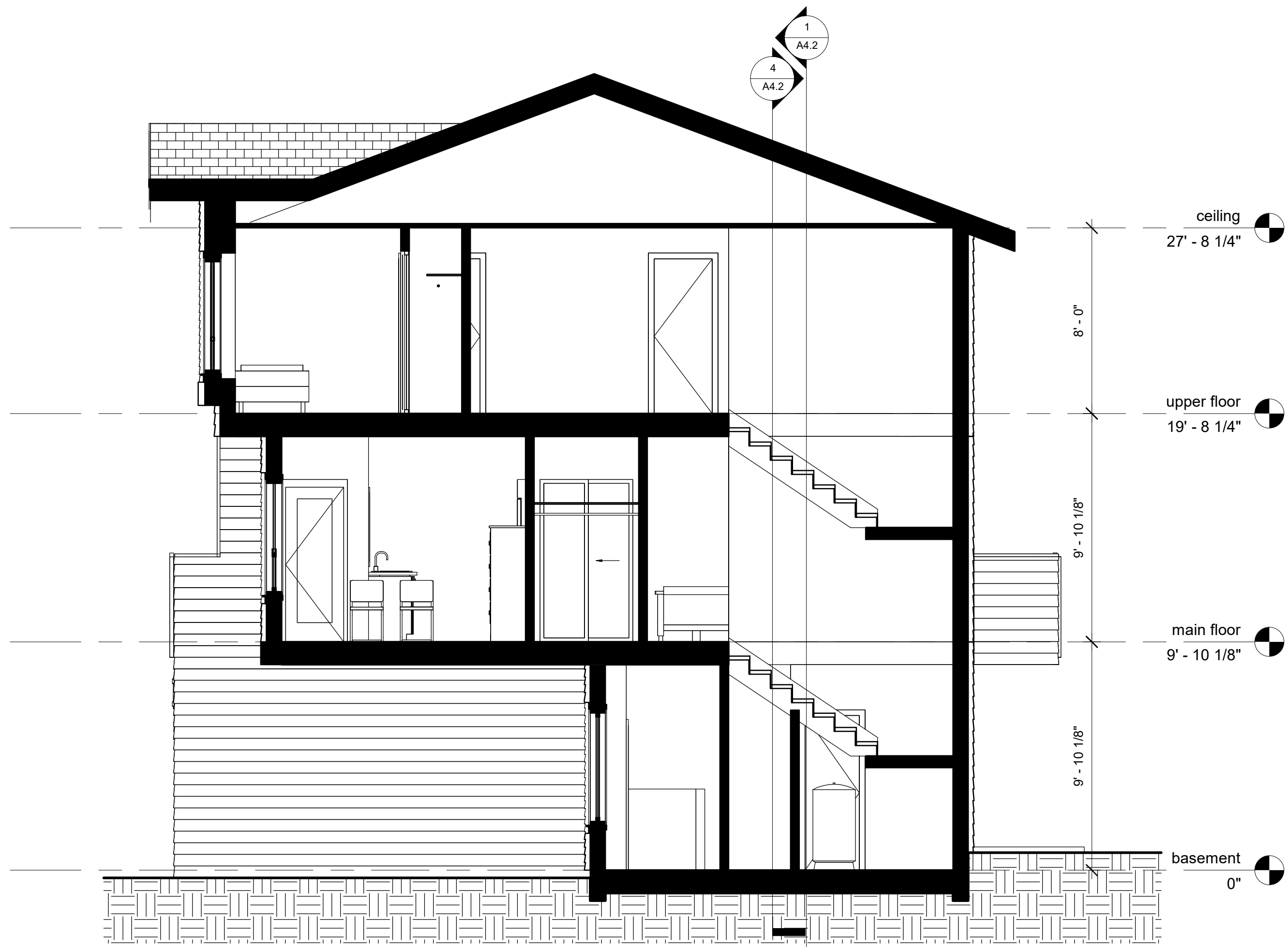
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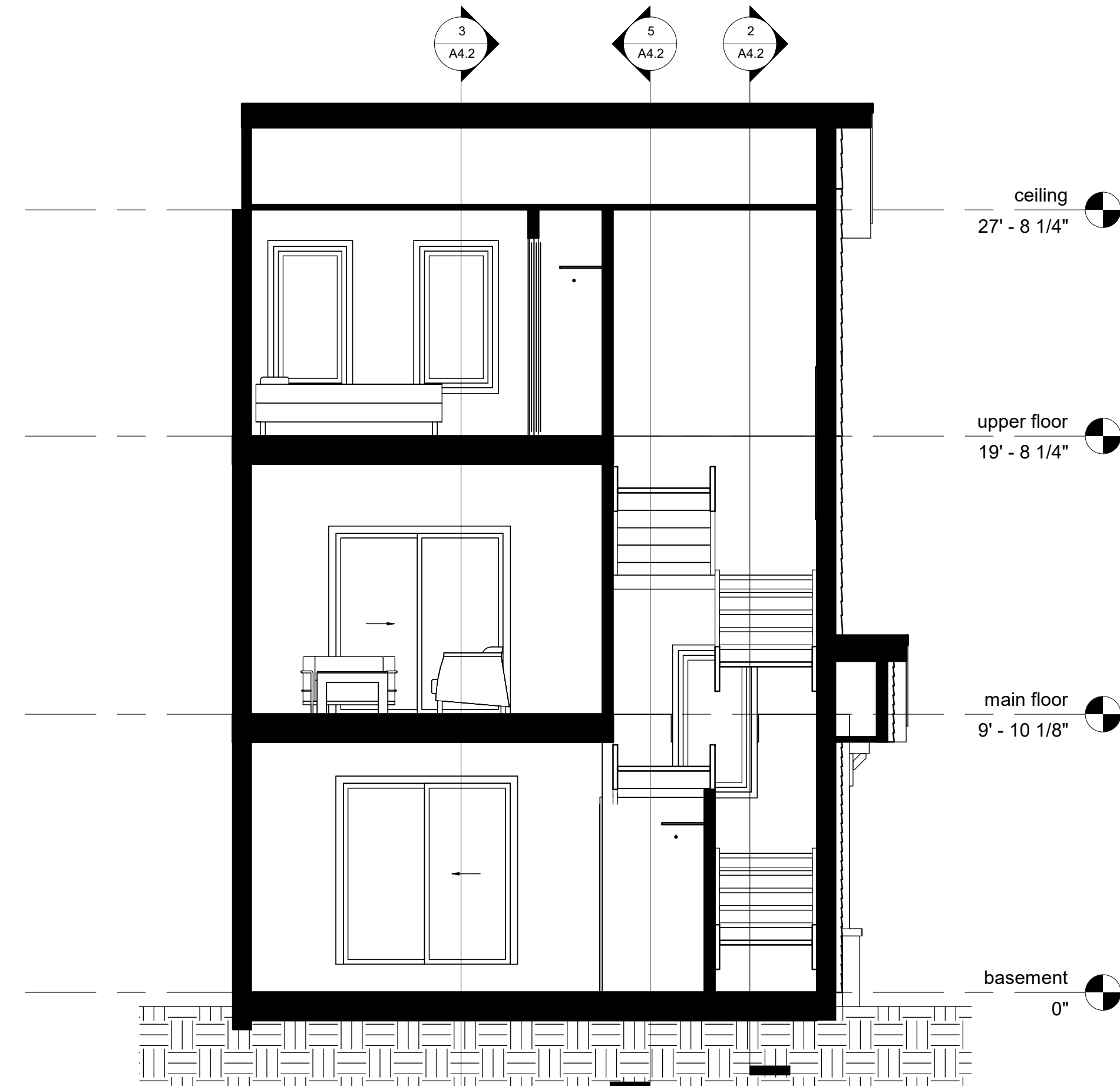
1 Section 1
1/4" = 1'-0"

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rev A, March 9/25
wall locations changed with floor area adjustments



5 Section 5
1/4" = 1'-0"



4 Section 4
1/4" = 1'-0"

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client
Sommet Investments Ltd.
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Vancouver, BC, V5R 2V9


architect

Architecture Inc.
Geoff Lawlor

Geoff Lawlor Architecture Inc. unit 632 - 5311 Cokesbridge Way Richmond, B.C. V6X 0M3
tel: 604-238-3380 cell: 778-998-6968 email: geoff@lawlorarchitecture.com web site: www.geofflawlorarchitecture.com

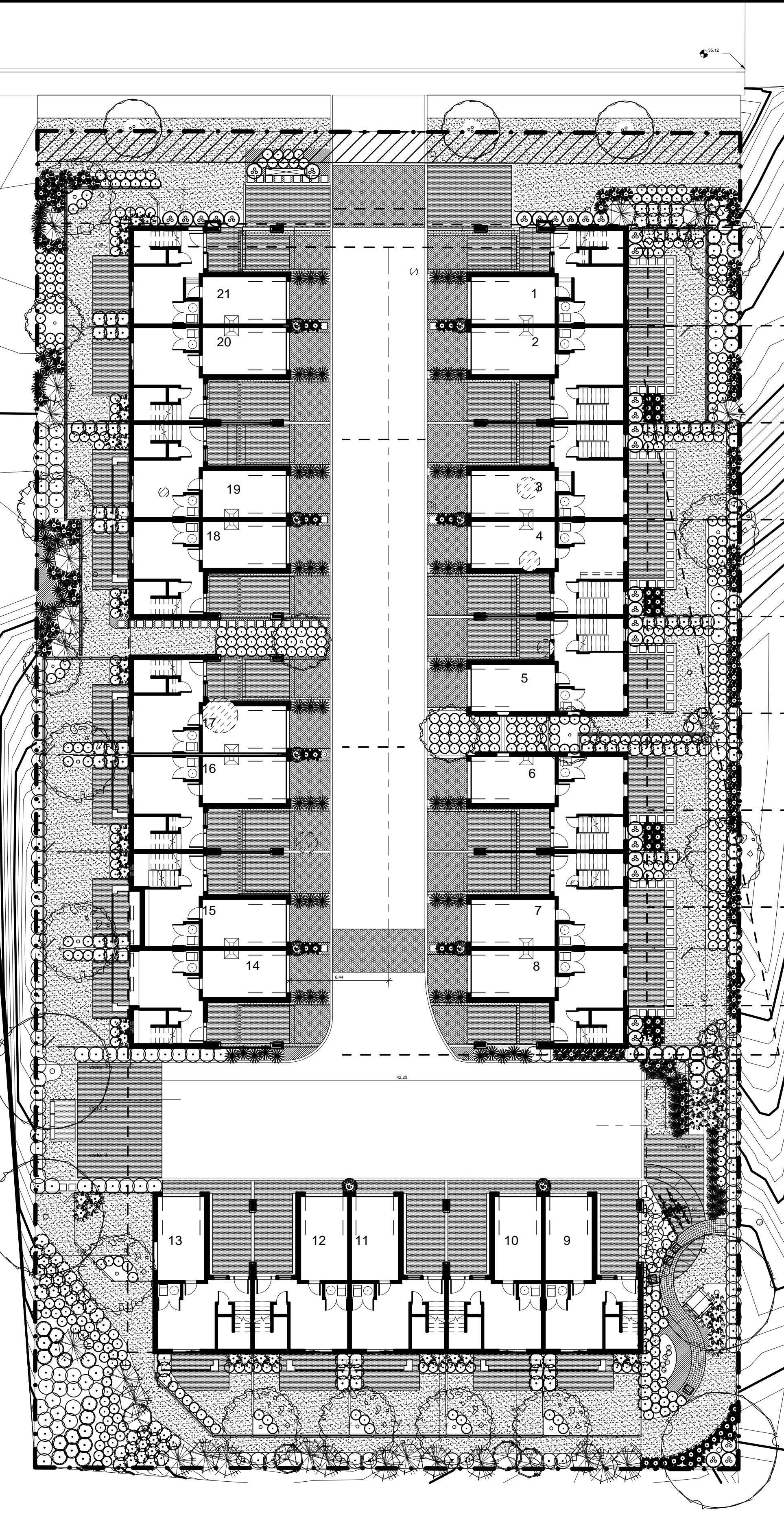
project
24156 - 104th Avenue
Townhouses, Maple Ridge

drawing title
unit type A3 sections

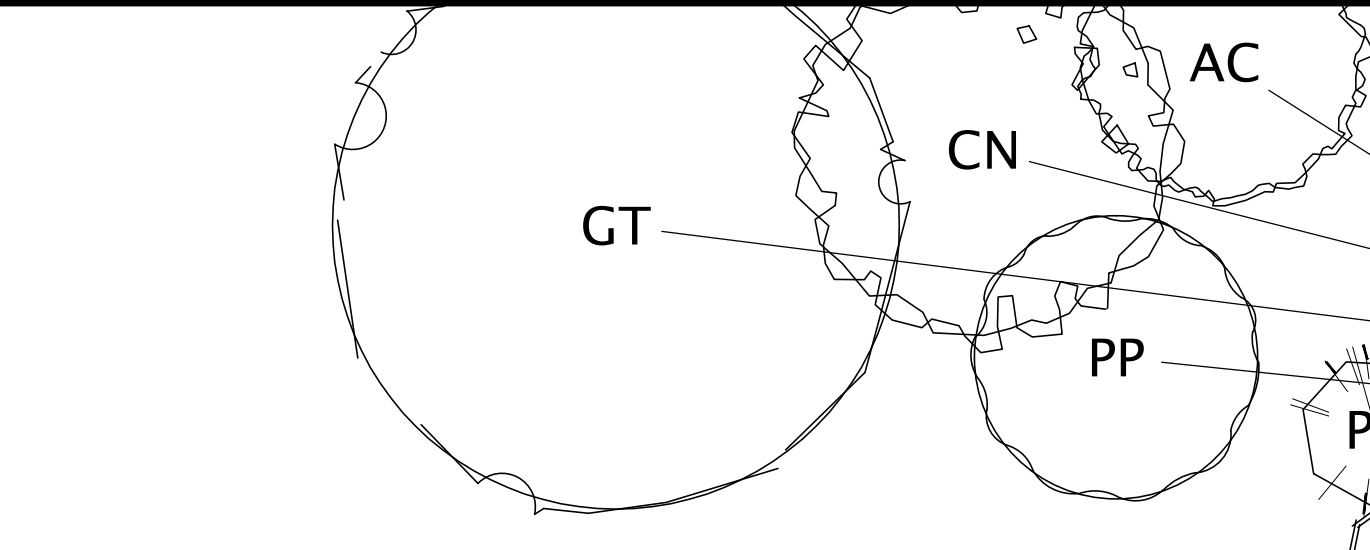
seal


project # 20-107 drawing #
scale as shown A4.2
drawn by GDL
checked by

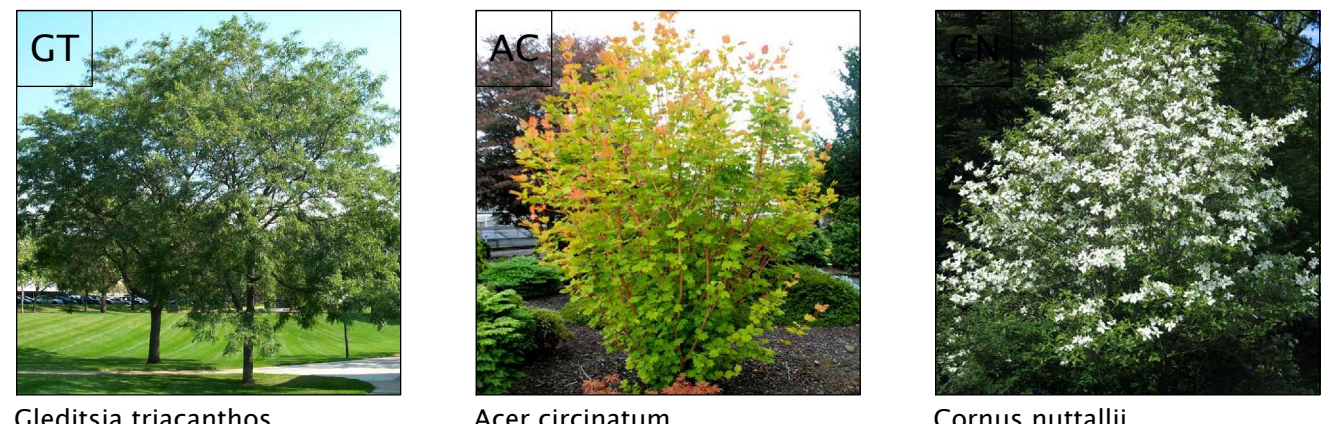
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01 KEY PLAN
L1-00 SCALE 1:200



DECIDUOUS TREES

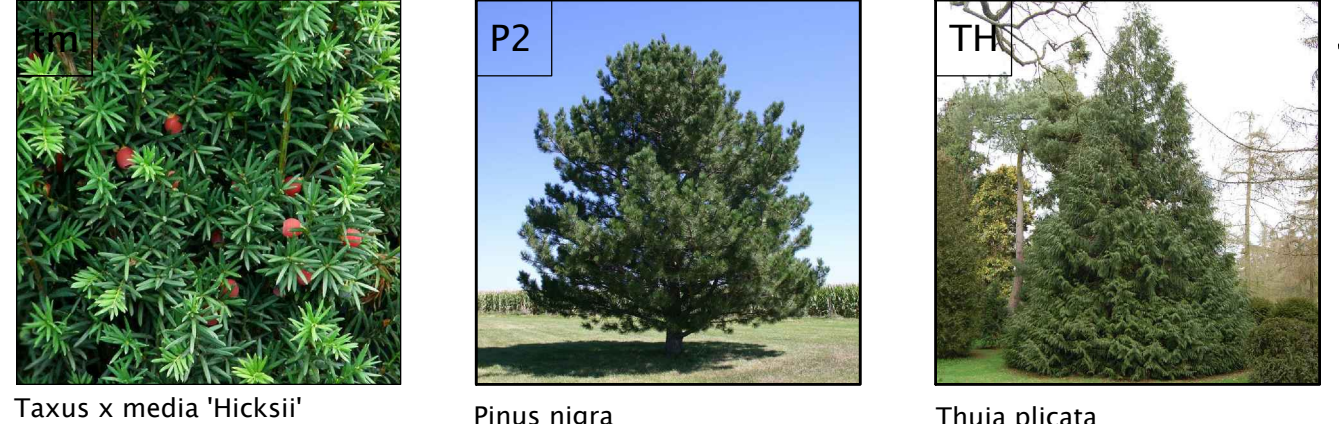


Gleditsia triacanthos
Acer circinatum
Cornus nuttallii



Parrotia persica
Polystichum munitum

CONIFEROUS TREES



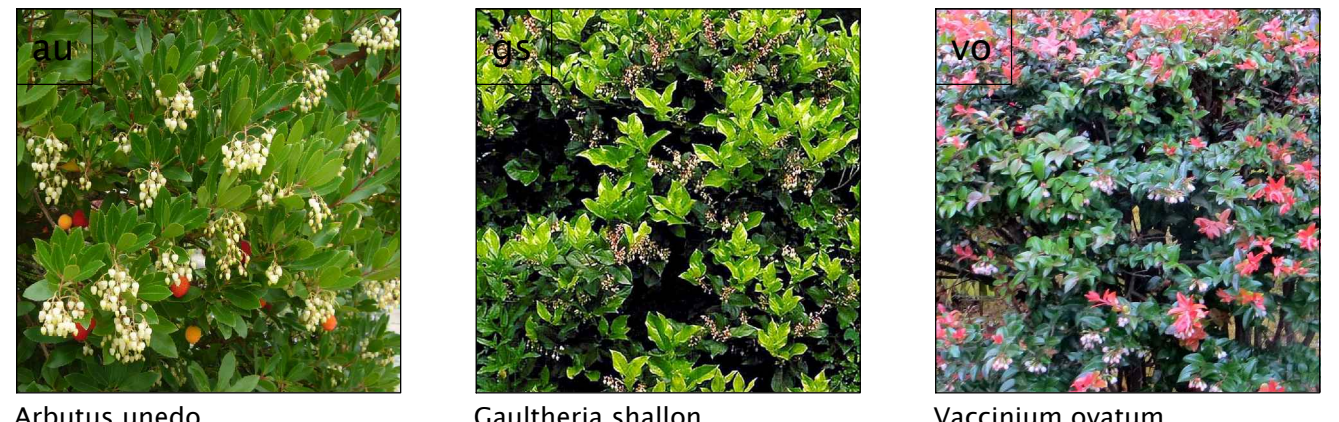
Taxus x media 'Hicksii'
Pinus nigra
Thuja plicata

CONIFEROUS SHRUBS



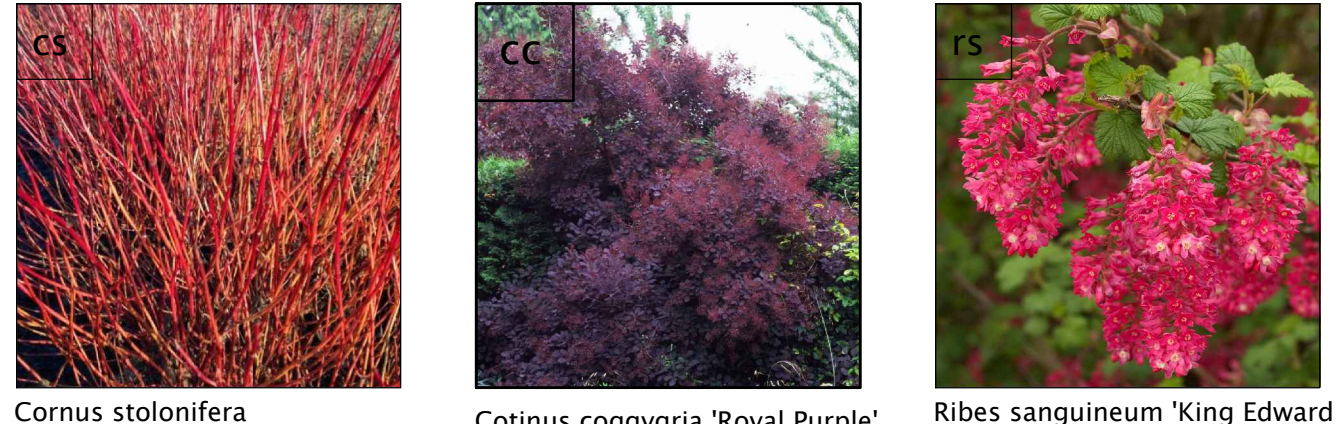
Juniperus horizontalis 'Wiltonii'
Juniperus comm. 'Alpine Carpet'
Pinus mugo 'Pumilio'

BROADLEAF EVERGREEN SHRUBS



Arbutus unedo
Gaultheria shallon
Vaccinium ovatum

DECIDUOUS SHRUBS



Cornus stolonifera
Cotinus coggygia 'Royal Purple'
Ribes sanguineum 'King Edward VII'

PLANT LIST

| TREES | | | | | | |
|----------------------------|-----|-----------------------------------|------------------------------|----------|--|------------------------------|
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| AC | 3 | Acer circinatum | Vine Maple | 3m clump | B&B min. 50cm root ball dia. | 10m height 5m spread |
| CN | 12 | Cornus nuttallii | Pacific Dogwood | 6cm cal | 150cm standard B&B min. 50cm root ball dia. | 10m height 6m spread |
| GT | 4 | Gleditsia triacanthos | Honey Locust | 6cm cal | 150cm standard B&B min. 50cm root ball dia. | 21m height 21m spread |
| PP | 3 | Parrotia persica 'Vanessa' | Vanessa's Persian Ironwood | 5cm cal. | 150cm STD-B&B w/basket min. 50cm root ball dia. | 6.0m height 6.0m width |
| P2 | 27 | Pinus nigra | Austrian Pine | 2.0m ht | B&B w/basket min. 50cm root ball dia. | 15.0m height 5.0m width |
| TH | 4 | Thuja plicata | Western Red Cedar | 3.0m ht | B&B w/basket min. 50cm root ball dia. | 70.0m height 10.0m width |
| CONIFEROUS SHRUBS | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| jw | 75 | Juniperus horizontalis 'Wiltonii' | Blue Rug Juniper | #2 pot | min. 30cm spread | 15cm height 120cm spread |
| js | 28 | Juniperus comm. 'Alpine Carpet' | Alpine Carpet Native Juniper | #2 pot | min. 60cm spread | 20cm height 150cm spread |
| pp | 88 | Pinus mugo 'Pumilio' | Dwarf Mugo Pine | #2 pot | min. 30cm spread min. 20cm height | 125cm height 250cm spread |
| tm | 9 | Taxus x media 'Hicksii' | Hick's Yew | 1.2m | min. 30cm spread | 15cm height 120cm spread |
| BROADLEAF EVERGREEN SHRUBS | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| au | 34 | Arbutus unedo 'Compacta' | Dwarf Strawberry Tree | #5 pot | min. 45cm height | 300cm height 300cm spread |
| gs | 422 | Gaultheria shallon | Salal | #1 pot | min. 20cm height | 100cm height 120cm spread |
| vo | 132 | Vaccinium ovatum 'Thunderbird' | Evergreen Huckleberry | #2 pot | min. 60cm height | 180cm height 190cm spread |
| DECIDUOUS SHRUBS | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| cs | 150 | Cornus stolonifera | Redtwig Dogwood | #1 pot | min. 50cm height heavy | 300cm height 200cm spread |
| cc | 61 | Cotinus cogg. 'Royal Purple' | Smoke Tree | #5 pot | min. 60cm height heavy | 200cm height 150cm width |
| rs | 47 | Ribes s. 'King Edward VII' | King Edward VII Currant | #1 pot | min. 40cm height | 240cm height 120cm spread |
| FERNS | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| pm | 54 | Polystichum munitum | Swordfern | #1 pot | min. 25cm height | 100cm height 100cm spread |
| VINES | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| ca | 7 | Clematis armandii | Evergreen Clematis | #2 pot | min. 30cm height heavy | 500cm height 200cm spread |
| hp | 6 | Hydrangea petiolaris | Climbing Hydrangea | #2 pot | min. 30cm height heavy | 500cm height 200cm spread |
| GROUND COVERS | | | | | | |
| CODE | QTY | SCIENTIFIC NAME | COMMON NAME | SIZE | COMMENTS | MATURE SIZE |
| ar | 432 | Arctostaphylos uva-ursi | Kinnikinnick | 10cm pot | min. 25cm spread 30cm O.C. | 10cm height 60cm spread |
| la | | Lawn | Shade Tolerant Blend | | | 30cm |

GENERAL NOTES

- COMPLIANCE, GOVERNMENT - ALL WORK SHALL BE COMPLETED TO THE SATISFACTION OF THE CITY OF MAPLE RIDGE AND SHALL COMPLY WITH ALL STANDARDS AND REGULATIONS OF THE SAME. CONTRACTORS SHALL ENSURE COMPLIANCE OF ALL WORK PRIOR TO INSTALLATION.
- COMPLIANCE, BCNTA/BCSLA - ALL MATERIAL, SHIPPING PROCEDURES, AND INSTALLATION OF LANDSCAPE ELEMENTS SHALL CONFORM TO LATEST EDITION OF BCNTA/BCSLA LANDSCAPE STANDARD AVAILABLE AT COMMENCEMENT OF WORK.
- COMPLIANCE, MMCD - ALL WORKS SHALL CONFORM TO THE LATEST MMCD DETAILS AND SPECIFICATIONS AVAILABLE AT COMMENCEMENT OF WORK WHERE NO SPECIFIC DETAIL, NOTE OR SPECIFICATION IS PROVIDED IN THE DRAWING SET OR ATTACHED MATERIALS.
- EXISTING SERVICES - REFER TO ENGINEERING DRAWINGS FOR LOCATIONS OF ALL BURIED SERVICES. CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND PAYING FOR ALL UTILITIES LOCATIONS AND ANY AND ALL COSTS WHICH ARISE FROM DAMAGE TO SERVICES CAUSED BY ANY ACT OR FAILURE TO ACT OF THE CONTRACTOR.
- COORDINATION - THESE DRAWINGS SHALL BE TAKEN TO BE PART OF THE LARGER SET OF DRAWINGS AND SPECIFICATIONS, WHETHER DIRECTLY ATTACHED OR NOT, ISSUED FOR THE CONSTRUCTION OF THE ASSOCIATED BOULEVARD WORKS. THESE DRAWINGS SHALL BE READ IN CONCERT WITH SUCH DOCUMENTATION AND, WHERE CONFLICTS ARISE, THE CONTRACTOR SHALL IMMEDIATELY REPORT SUCH CONFLICTS TO THE LANDSCAPE ARCHITECT. THE WORK IS TO BE DONE IN COORDINATION WITH THE CONTRACTOR OR CONTRACTORS ENGAGED IN CONSTRUCTION OF SUCH ADJACENT WORKS.
- CONCRETE, FORMS - THE CONTRACTOR SHALL COMPARE DIMENSIONS PROVIDED WITH SITE CONDITIONS AND IMMEDIATELY REPORT ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECT AND THE ENGINEER. ONCE COMPLETED THE CONTRACTOR SHALL CALL FOR INSPECTION OF THE FORMS PRIOR TO PLACING STEEL REINFORCEMENT. CONTACT LANDSCAPE ARCHITECT A MINIMUM OF 48 HOURS PRIOR TO DESIRED INSPECTION TIME.
- CONCRETE, REINFORCEMENT - ALL CONCRETE REINFORCEMENT SHALL BE INSPECTED AND APPROVED BY THE STRUCTURAL ENGINEER PRIOR TO POURING OF CONCRETE. CONTACT STRUCTURAL ENGINEER A MINIMUM OF 48 HOURS PRIOR TO DESIRED INSPECTION TIME.
- GRADING, GENERAL - THE CONTRACTOR SHALL ESTABLISH GRADES SUCH THAT THERE IS, IN ALL AREAS, POSITIVE DRAINAGE TO AN ADJACENT DRAIN. MINIMUM SLOPES SHALL BE AS FOLLOWS:

| | |
|------------------------|----|
| PEDESTRIAN PAVED AREAS | 1% |
| VEHICULAR PAVED AREAS | 1% |
| LAWN AREAS | 2% |
| PLANTED BEDS | 5% |
- GRADING, ALLOWANCES AND TOPSOIL PLACEMENT - OVERALL DEPTH OF PLANTING MEDIUM AFTER SETTLEMENT SHALL BE:

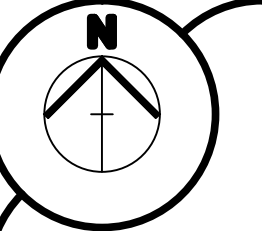
| | |
|--------------------|--------|
| GRASS AREAS | 300 MM |
| SHRUB BEDS | 450 MM |
| GROUND COVER AREAS | 300 MM |
| TREES | 600 MM |
- GRADING, BUILDING FINISHED FLOOR & CORNER ELEVATIONS - SEE ARCHITECTURAL DRAWINGS.
- GRADING, GENERAL RETENTION WORKS - ALL RETENTION WORKS, EITHER SHOWN HERE OR REQUIRED DUE TO UNANTICIPATED CONDITIONS AT THE TIME OF CONSTRUCTION, SHALL BE SPLIT FACED ALLAN BLOCK, WITH THE EXCEPTION OF RETAINING WORKS IN THE SIDE YARD DRAINAGE AREAS SPECIFICALLY NOTED AS PRESSURE TREATED WOOD. SHOULD UNANTICIPATED RETAINING WALLS BE REQUIRED, THE CONTRACTOR SHALL INFORM THE TOWNSHIP OF LANGLEY GREEN INFRASTRUCTURE SERVICES DEPARTMENT IN WRITING OF THE LOCATION, HEIGHT AND EXTENT OF SUCH WALL.
- OFFSETS - ALL TREES SHALL HAVE MINIMUM OFFSETS FROM UTILITIES AS FOLLOWS:

| | | | |
|---------------------------------|------|-----------------|------|
| LAMP STANDARD | 6.0M | STORM DRAINS | 1.5M |
| POWER POLES | 3.0M | SANITARY DRAINS | 2.0M |
| DRIVEWAYS | 2.0M | WATER SERVICE | 1.5M |
| CATCH BASINS | 2.0M | HYDRANTS | 2.0M |
| MANHOLES, VALVE BOXES, SERVICES | 1.2M | CORNERS | 7.5M |
- PLANT MATERIAL, QUANTITIES - CONTRACTOR SHALL CONFIRM ALL PLANT MATERIAL QUANTITIES. ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE DRAWING SHALL BE REPORTED TO THE CONSULTANT. IN CASE OF DISCREPANCY CONTRACTOR SHALL INSTALL PLANT MATERIAL AS PER DRAWING. IN CIRCUMSTANCES WHERE THERE IS A DISCREPANCY BETWEEN GROUND COVER QUANTITY AND SPACING THE SPACING REQUIREMENT WILL PREVAIL.
- PLANT MATERIAL, SUBSTITUTIONS - NO SUBSTITUTIONS TO PLANT LIST SHALL BE MADE BY CONTRACTOR WITHOUT PRIOR WRITTEN AUTHORIZATION FROM CONSULTANT.
- PLANT MATERIAL, HEALTH - ALL PLANT MATERIALS MUST BE DISEASE FREE FROM CERTIFIED NURSERIES.
- MULCH - PLANTING AREAS SHALL BE MULCHED WITH 50 MM OF HEM/FIR BARK MULCH. THE USE OF CEDAR MULCH OR ANY MIX CONTAINING CEDAR IS NOT PERMITTED.

| DATE | ISSUED FOR | REV |
|------------|------------|-----|
| 2020-12-11 | DP | A |
| 2021-08-10 | DP | B |
| 2021-11-08 | DP | C |
| 2021-12-17 | DP | D |
| 2023-09-13 | DP | E |
| 2023-10-01 | DP | F |
| 2023-12-14 | DP | G |
| 2024-02-14 | DP | H |
| 2024-06-06 | DP | J |

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This drawing has been prepared solely for the use of the CLIENT and there are no representations of any kind made by Donald V. S. Duncan to any party with whom Donald V. S. Duncan has not entered into a contract.
This drawing shall not be used for construction purposes until the seal appearing hereon is signed and dated by the Landscape Architect.

Consultants
Architectural:
Arborist:
Civil:
Structural:
Mechanical:
Electrical:



DVSD Donald V. S. Duncan
DEVELOPMENT CONSULTANT
LANDSCAPE ARCHITECT
603 - 220 Eleventh Street
New Westminster BC
Canada V3M 6N9
778-791-4323
dvsduncan@gmail.com

**Maple Ridge #
2019-013-RZ**

Project Leader
DVS Duncan
Drawn
DVS Duncan

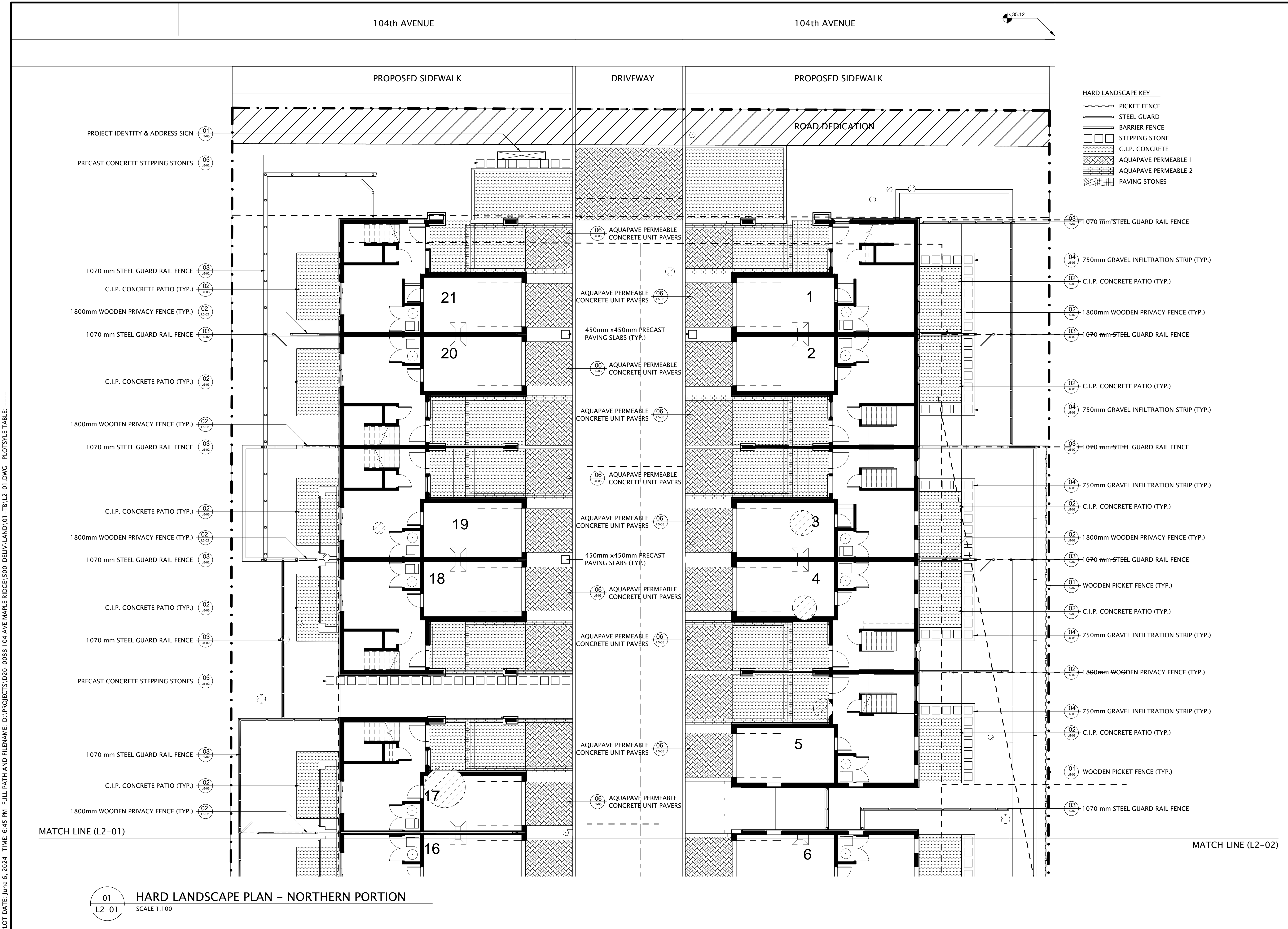
Residential Development
24156 - 104 Avenue
Maple Ridge BC

Prepared for:
Sommet Investments Ltd.
2526 E 40th Avenue
Vancouver BC V5R 2V9

Drawing Title
KEY PLAN & NOTES

Check Scale (may be photo reduced)
0 1 inch 0 10mm

Project No. **20-0088**
Drawing No. **L1-00**



PLOT DATE: June 6, 2024 TIME: 6:45 PM FULL PATH AND FILENAME: D:\PROJECTS\1270-0088 104 AVE MAPLE RIDGE\500-DELIV\LAND\01-TB\L2-01.DWG PLOTSYLE TABLE: -----

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|------------|------------|-----|
| 2020-12-11 | DP | A |
| 2021-08-10 | DP | B |
| 2021-11-08 | DP | C |
| 2021-12-17 | DP | D |
| 2023-09-13 | DP | E |
| 2023-10-01 | DP | F |
| 2023-12-14 | DP | G |
| 2024-02-14 | DP | H |
| 2024-06-06 | DP | J |

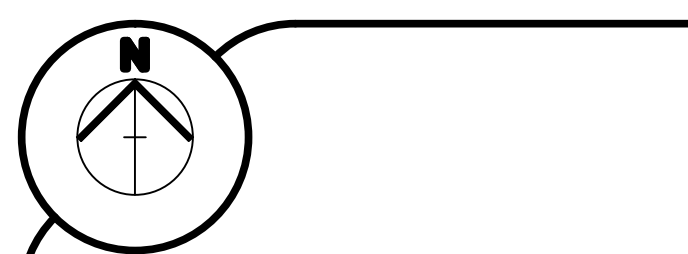
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Consultants

Architectural:
Arboret:
Civil:
Structural:
Mechanical:
Electrical:



DVSD Donald V. S. Duncan
DEVELOPMENT CONSULTANT
LANDSCAPE ARCHITECT

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New Westminster BC
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778-791-4323
dvsduncan@gmail.com

Maple Ridge #
2019-013-RZ

J Project Leader
DVS Duncan
Drawn
DVS Duncan

Residential Development
24156 - 104 Avenue
Maple Ridge BC

Prepared for:
Sommet Investments Ltd.
2526 E 40th Avenue
Vancouver BC V5R 2V9

Drawing Title
HARD LANDSCAPE PLAN

Check Scale (may be photo reduced)
0 1 inch 0 10mm

Project No. **20-0088**

Drawing No. **L2-01**

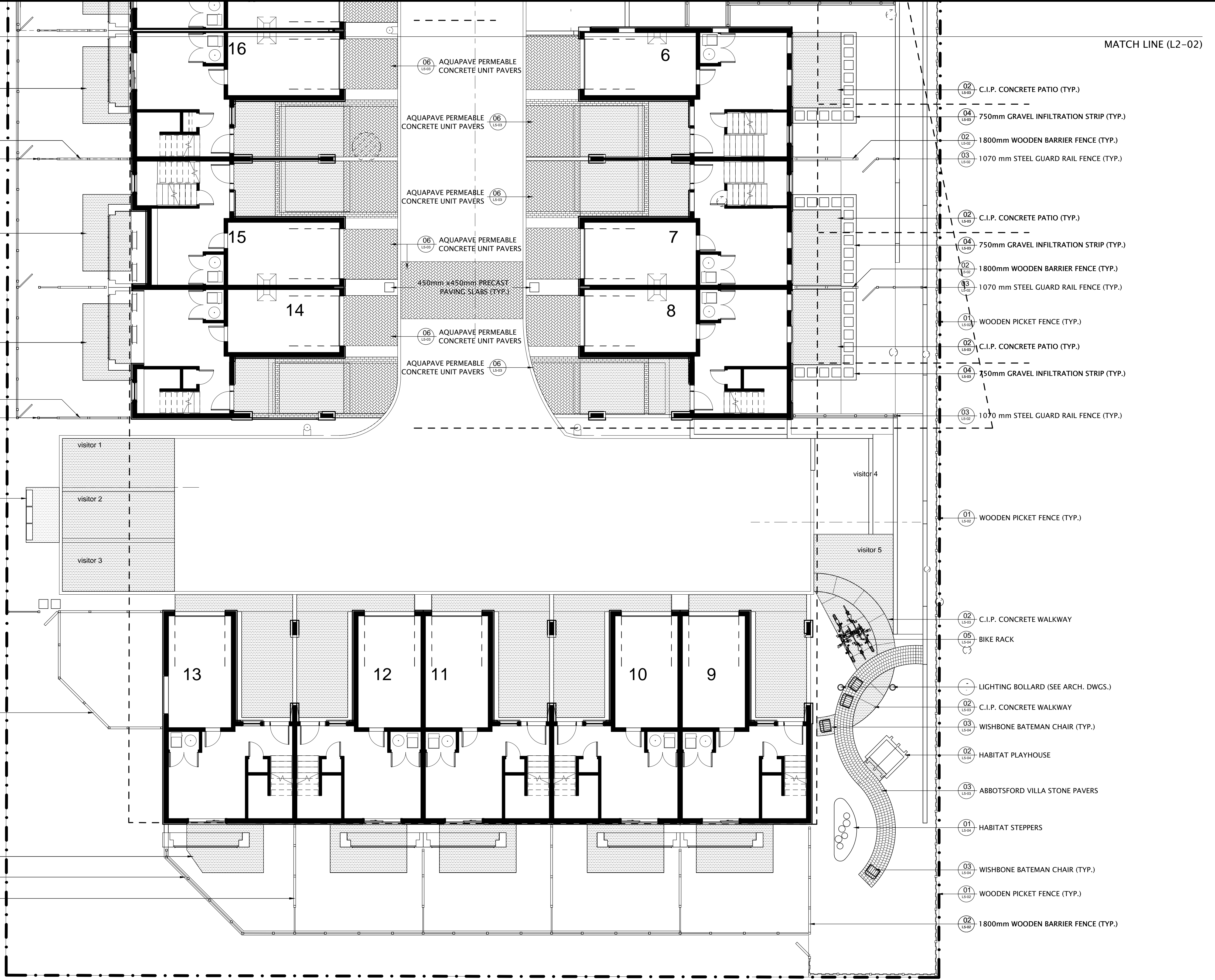
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MATCH LINE (L2-01)

MATCH LINE (L2-02)

- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (02 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (02 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- CANADA POST DELIVERY BOXES
- visitor 1
- visitor 2
- visitor 3
- visitor 4
- visitor 5
- 1200mm WOODEN BARRIER FENCE (TYP.) (03 L5-02)
- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (03 L5-02)

- HARD LANDSCAPE KEY**
- PICKET FENCE
 - STEEL GUARD
 - BARRIER FENCE
 - STEPPING STONE
 - C.I.P. CONCRETE
 - AQUAPAVE PERMEABLE 1
 - AQUAPAVE PERMEABLE 2
 - PAVING STONES



- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 750mm GRAVEL INFILTRATION STRIP (TYP.) (04 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (02 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 750mm GRAVEL INFILTRATION STRIP (TYP.) (04 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (02 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- WOODEN PICKET FENCE (TYP.) (01 L5-02)
- C.I.P. CONCRETE PATIO (TYP.) (02 L5-02)
- 750mm GRAVEL INFILTRATION STRIP (TYP.) (04 L5-02)
- 1070 mm STEEL GUARD RAIL FENCE (TYP.) (03 L5-02)
- WOODEN PICKET FENCE (TYP.) (01 L5-02)
- C.I.P. CONCRETE WALKWAY (02 L5-02)
- BIKE RACK (05 L5-04)
- LIGHTING BOLLARD (SEE ARCH. DWGS.) (02 L5-02)
- C.I.P. CONCRETE WALKWAY (02 L5-02)
- WISHBONE BATEMAN CHAIR (TYP.) (03 L5-04)
- HABITAT PLAYHOUSE (02 L5-04)
- ABBOTSFORD VILLA STONE PAVERS (03 L5-02)
- HABITAT STEPPERS (01 L5-04)
- WISHBONE BATEMAN CHAIR (TYP.) (03 L5-04)
- WOODEN PICKET FENCE (TYP.) (01 L5-02)
- 1800mm WOODEN BARRIER FENCE (TYP.) (02 L5-02)

01 HARD LANDSCAPE PLAN - SOUTHERN PORTION
L2-02 SCALE 1:100

| DATE | ISSUED FOR | REV |
|------------|------------|-----|
| 2020-12-11 | DP | A |
| 2021-08-10 | DP | B |
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| 2023-10-01 | DP | F |
| 2023-12-14 | DP | G |
| 2024-02-14 | DP | H |
| 2024-06-06 | DP | J |

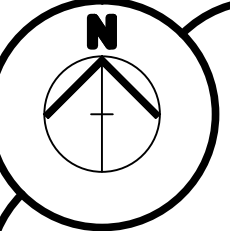
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Consultants

Architectural:
Arboret:
Civil:
Structural:
Mechanical:
Electrical:



DVSD Donald V. S. Duncan
DEVELOPMENT CONSULTANT
LANDSCAPE ARCHITECT

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Canada V3M 6N9
778-791-4323
dvsduncan@gmail.com

Maple Ridge #
2019-013-RZ

J
Revision
Project Leader
DVSDuncan
Drawn
DVSDuncan

Residential Development
24156 - 104 Avenue
Maple Ridge BC

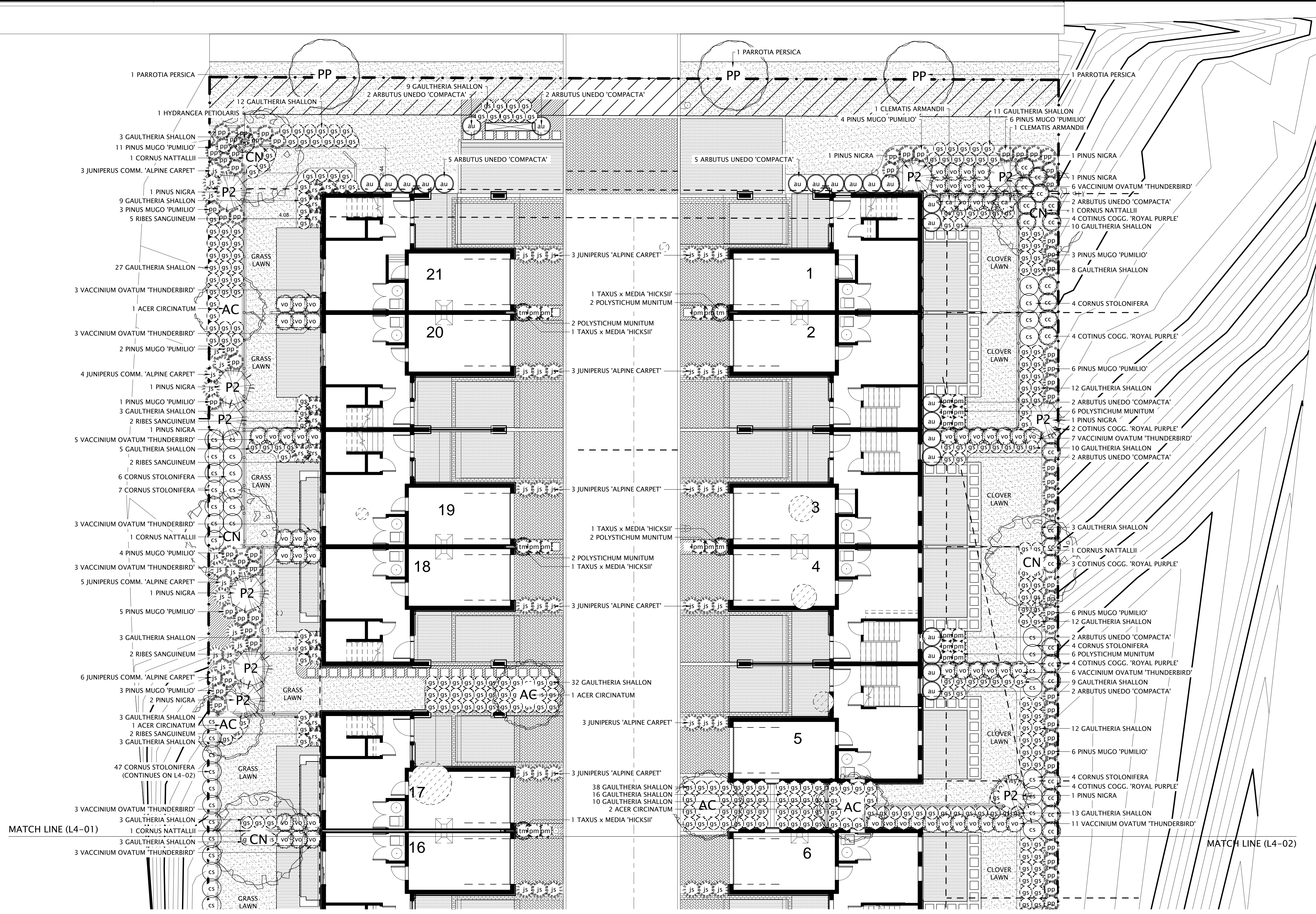
Prepared for:
Sommet Investments Ltd.
2526 E 40th Avenue
Vancouver BC V5R 2V9

Drawing Title
HARD LANDSCAPE PLAN

Check Scale (may be photo reduced)
0 1 inch 0 10mm

Project No. 20-0088
Drawing No. L2-02

PLOT DATE: June 6, 2024 TIME: 6:48 PM FULL PATH AND FILENAME: D:\PROJECTS\LD20-0088\104 AVE MAPLE RIDGE\500-DELIV\LAND\01-TB-L4-01.DWG PLOTSYLE TABLE: -----



| DATE | ISSUED FOR | REV |
|------------|------------|-----|
| 2020-12-11 | DP | A |
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| 2021-12-17 | DP | D |
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| 2023-10-01 | DP | F |
| 2023-12-14 | DP | G |
| 2024-02-14 | DP | H |
| 2024-06-06 | DP | J |

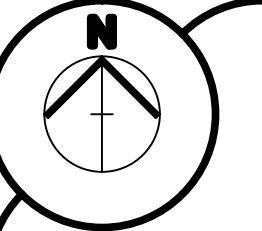
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Maple Ridge BC

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Vancouver BC V5R 2V9

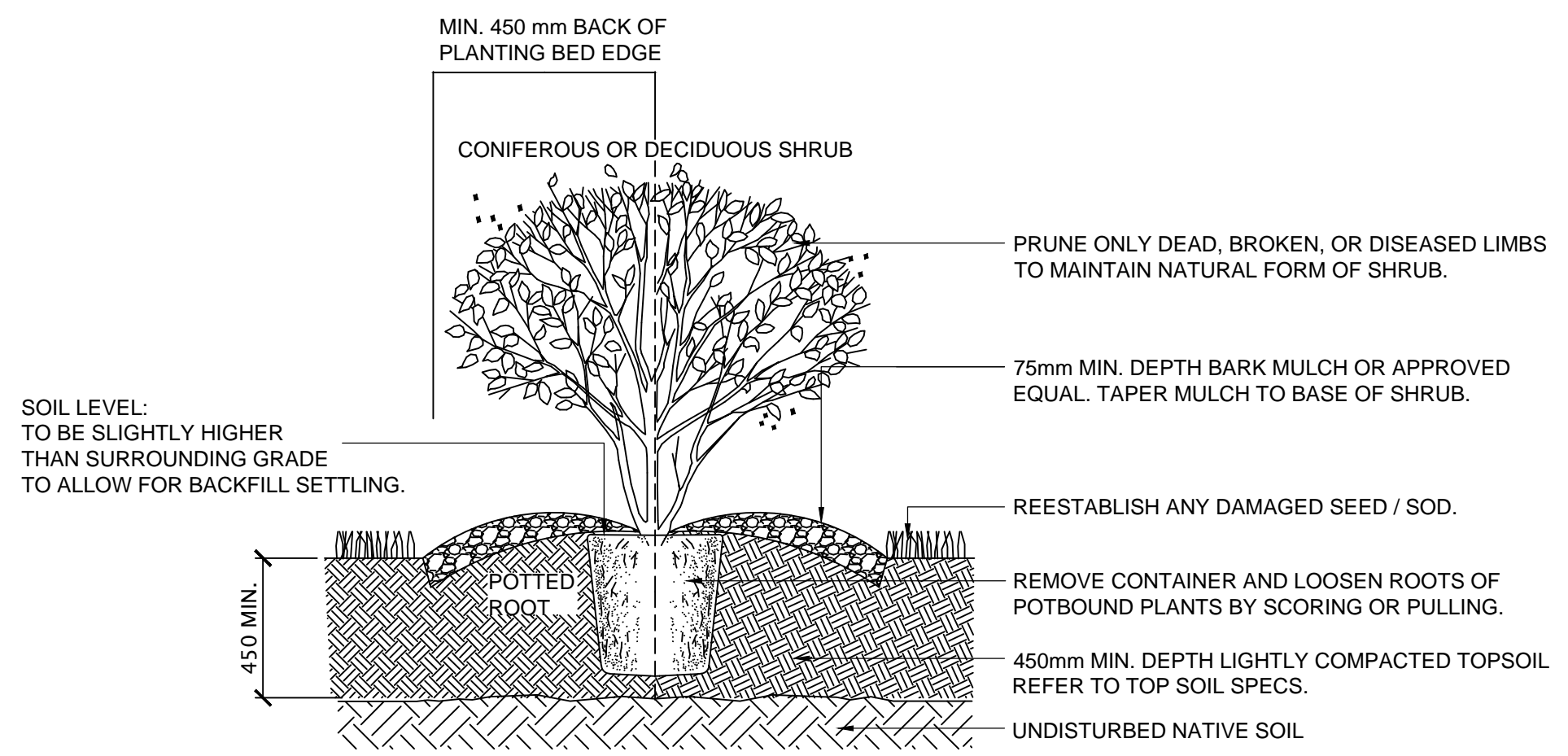
Drawing Title
PLANTING PLAN

Check Scale (may be photo reduced)
0 1inch 0 10mm

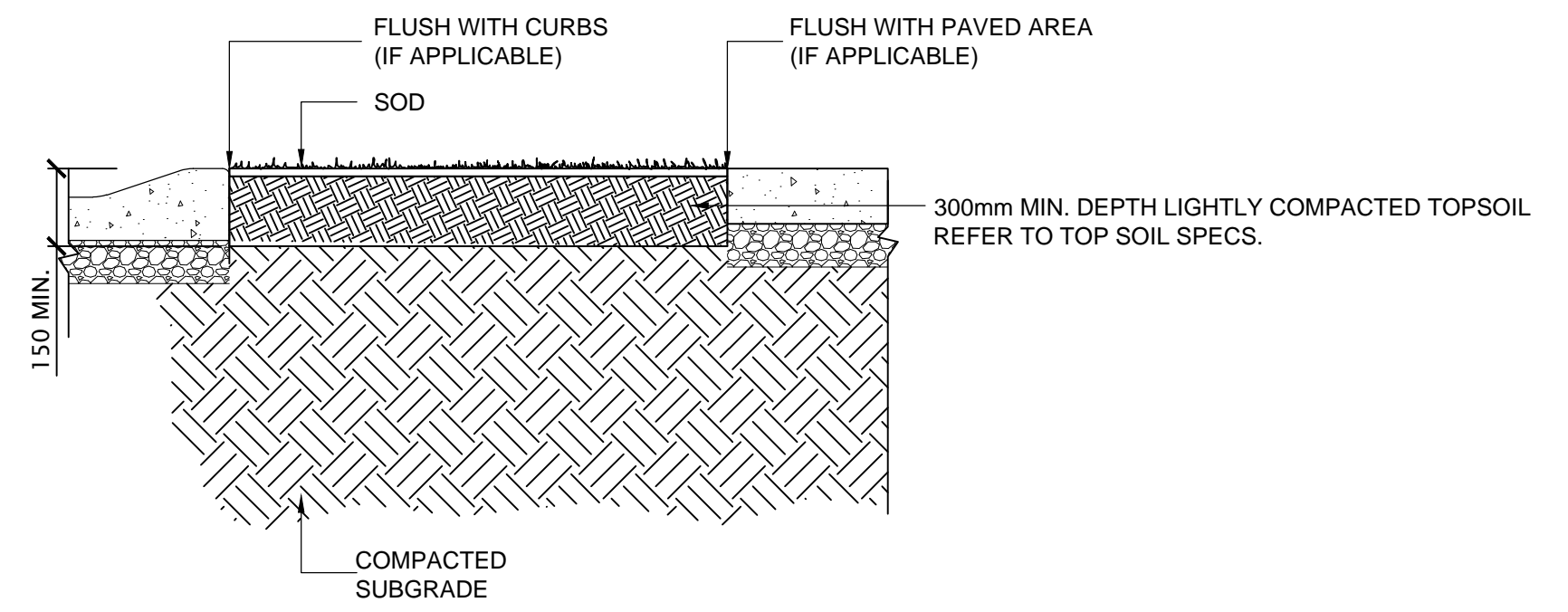
Project No. 20-0088
Drawing No. L4-01

01 PLANTING PLAN - NORTHERN PORTION
L4-01 SCALE 1:100

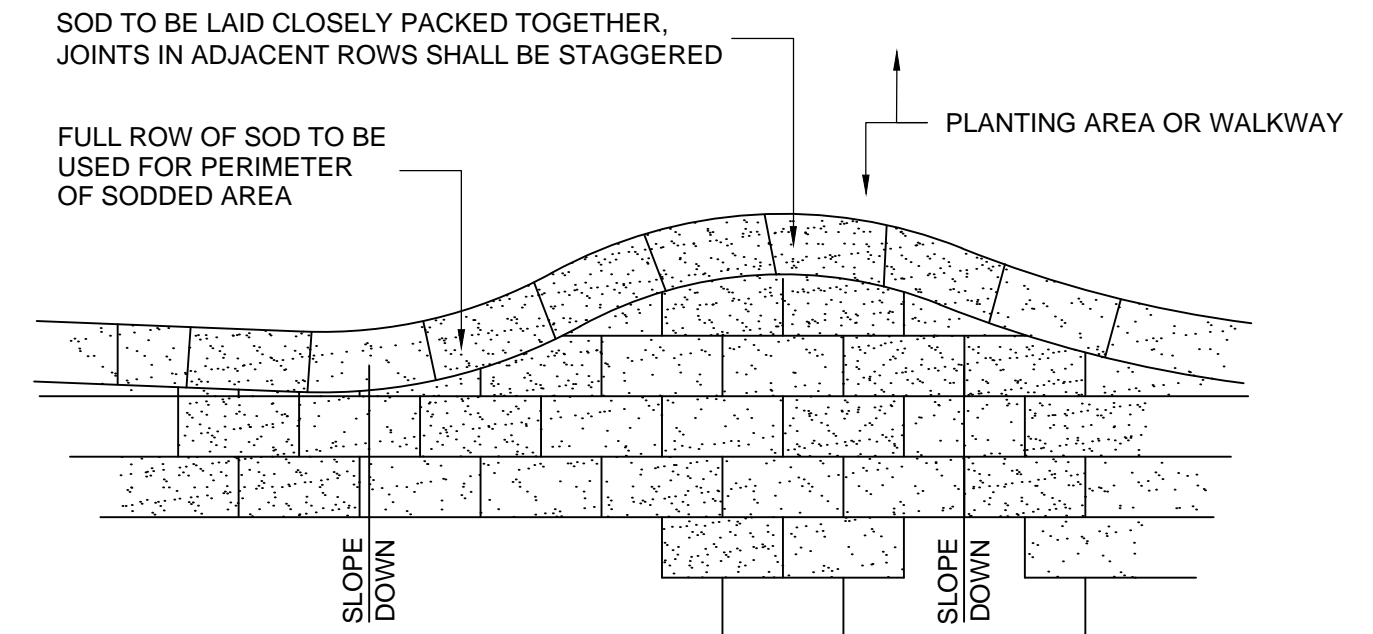
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01 TYPICAL SHRUB INSTALLATION
L5-01 SCALE 1:20

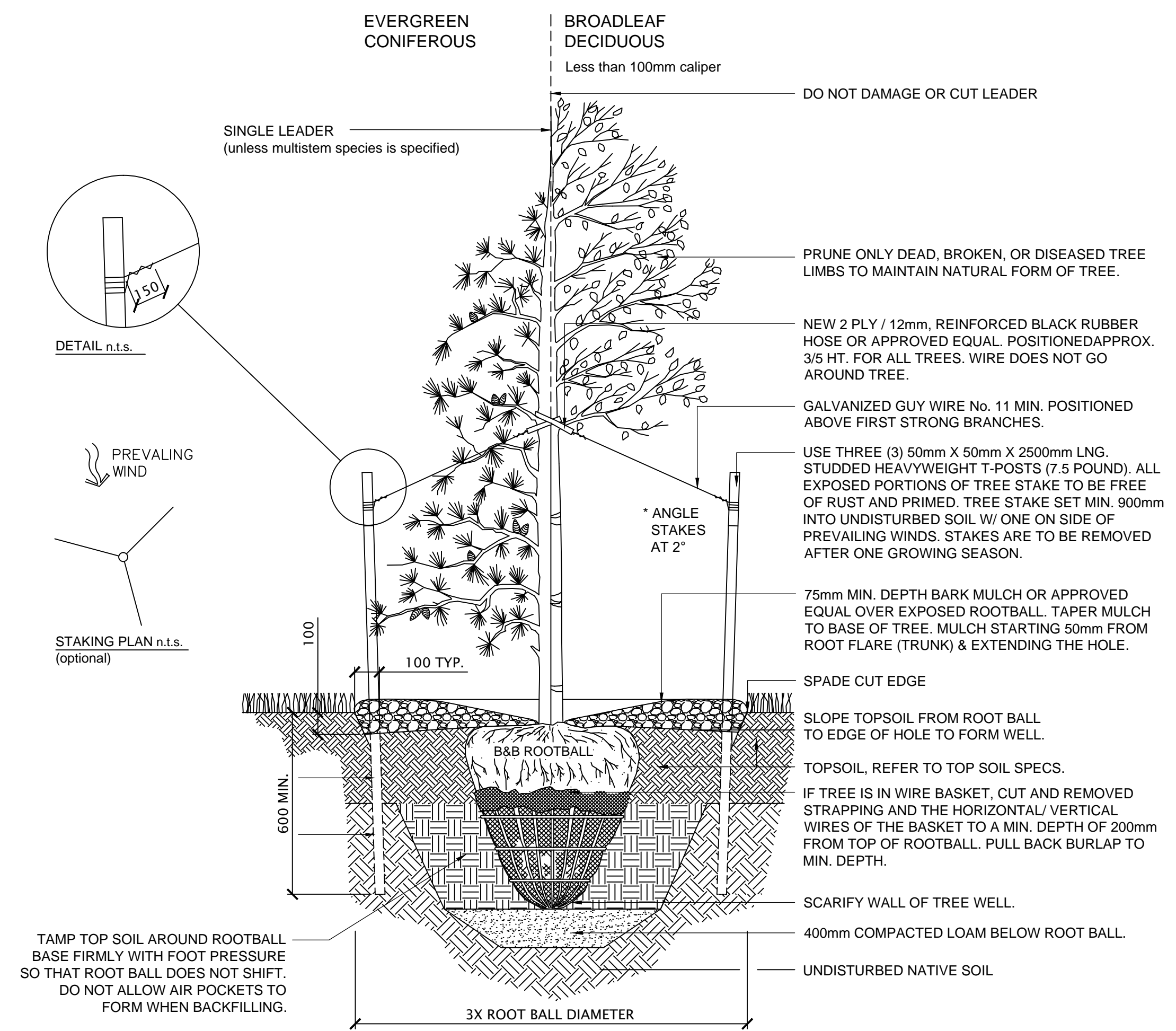


SECTION THROUGH SOD



PLAN VIEW OF SOD LAYOUT AND EDGING
NOT TO SCALE

03 TYPICAL LAWN INSTALLATION
L5-01 SCALE 1:20



02 TYPICAL TREE INSTALLATION
L5-01 SCALE 1:20

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Maple Ridge #
2019-013-RZ

J
Revision
Project Leader
DVS Duncan
Drawn
DVS Duncan

Residential Development
24156 - 104 Avenue
Maple Ridge BC

Prepared for:
Sommet Investments Ltd.
2526 E 40th Avenue
Vancouver BC V5R 2V9

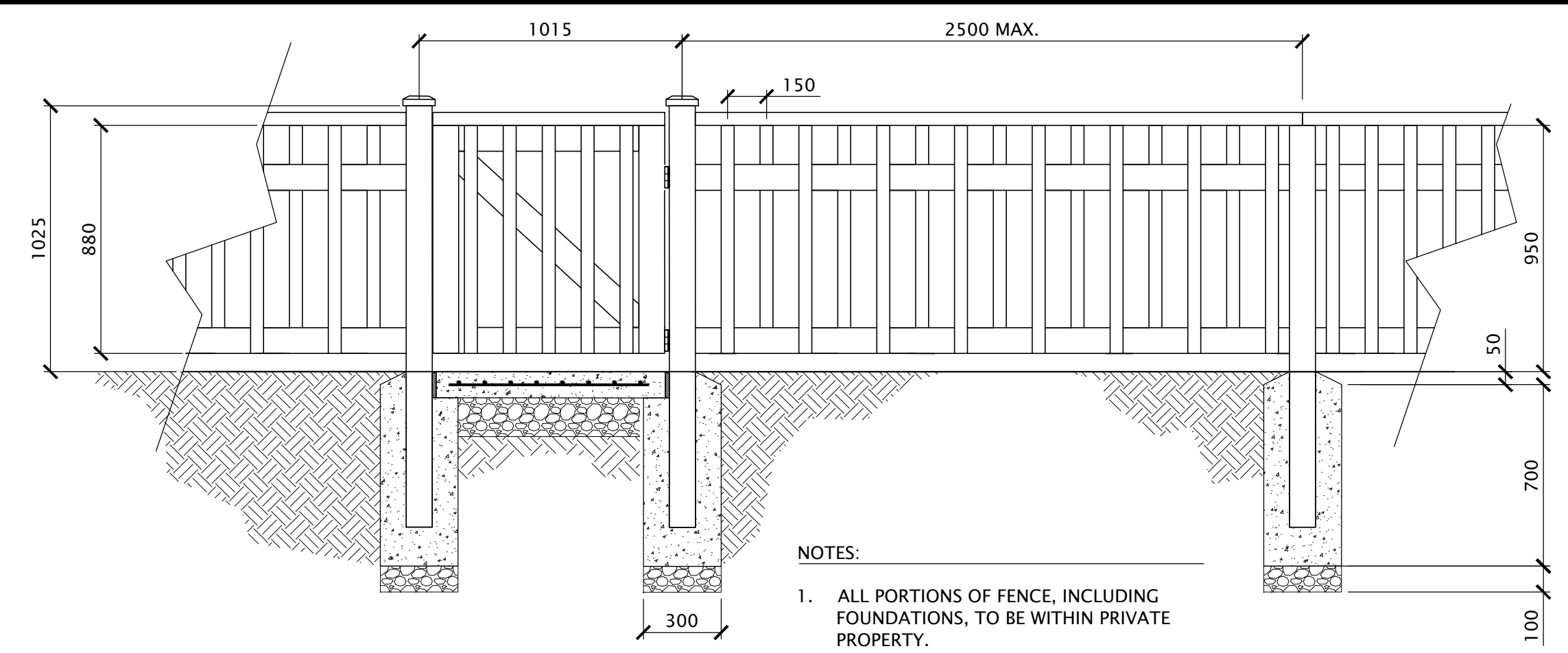
Drawing Title
DETAILS

Check Scale (may be photo reduced)
0 1 inch 0 10mm

Project No. 20-0088

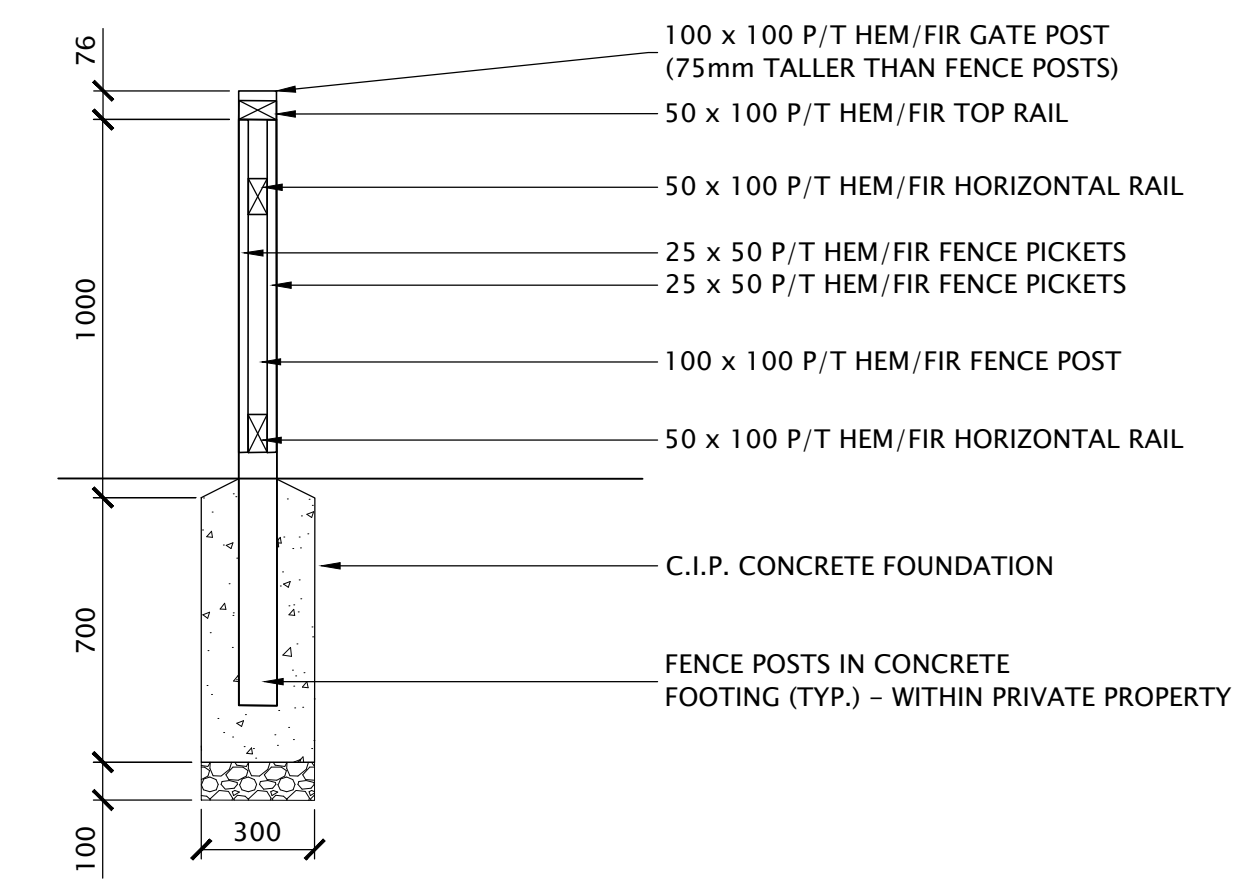
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PLOT DATE: June 6, 2024 TIME: 6:50 PM FULL PATH AND FILENAME: D:\PROJECTS\LD20-0088 104 AVE MAPLE RIDGE\500-DELIV\LAND\01-TB\L5-02.DWG PLOTSYLE TABLE: -----



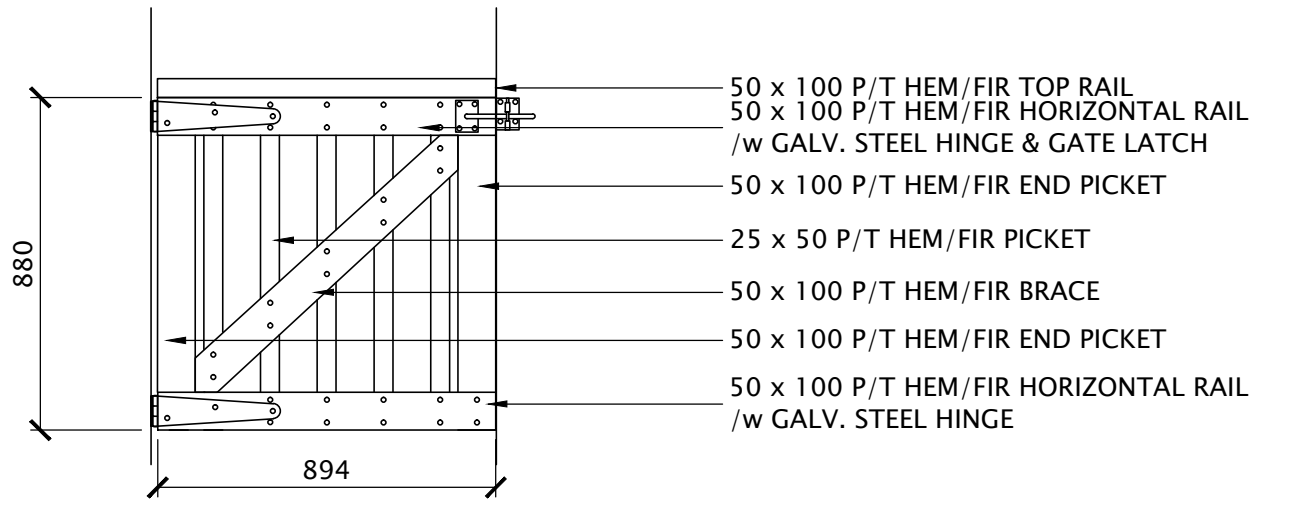
FRONT ELEVATION

- NOTES:**
1. ALL PORTIONS OF FENCE, INCLUDING FOUNDATIONS, TO BE WITHIN PRIVATE PROPERTY.
 2. ALL TIMBER SHALL BE PRESSURE TREATED HEM / FIR AS NOTED. ALL TIMBER TO BE STANDARD OR BETTER AND FREE OF CHECKS, SPLITS, WARPS OR OPEN KNOTS. SET FENCE POSTS IN CONCRETE FOOTING WITH MIN. OF 1/3 POST LENGTH.
 3. POST HOLES TO HAVE 300mm DIA.
 4. ENTRY TO BE IN-SWING GATE COMPLETE WITH LATCH.
 5. ALL HARDWARE AND METAL FIXTURES TO BE HOT DIPPED GALVANIZED.
 6. ALL PRESSURE TREATED WOOD TO BE PAINTED MIN. 2 COATS TO MATCH TRIM OF ADJACENT ROW HOME & ACCORDING TO ARCHITECTURAL SPECIFICATIONS.

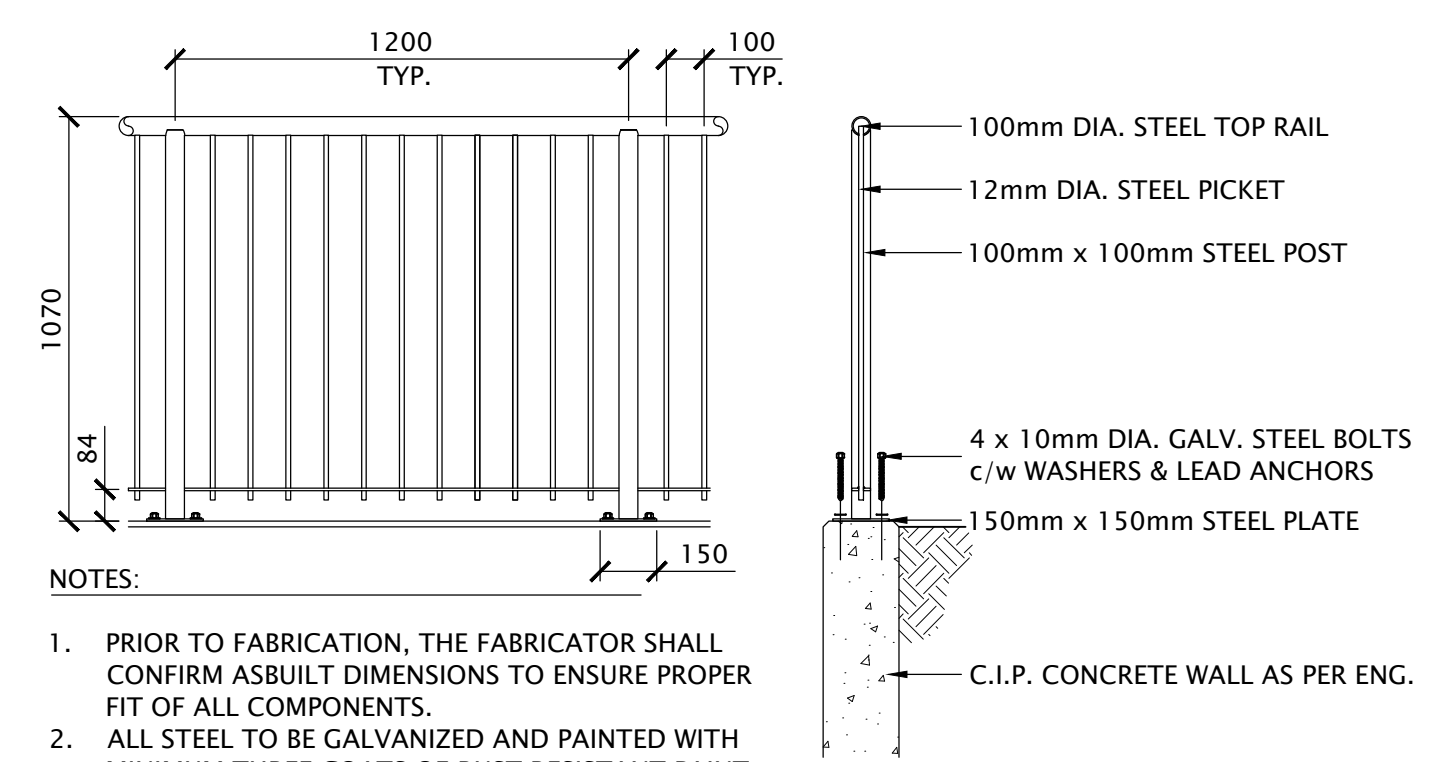


TYPICAL POST DETAIL

SECTION



SINGLE GATE INTERIOR



- NOTES:**
1. PRIOR TO FABRICATION, THE FABRICATOR SHALL CONFIRM ASBUILT DIMENSIONS TO ENSURE PROPER FIT OF ALL COMPONENTS.
 2. ALL STEEL TO BE GALVANIZED AND PAINTED WITH MINIMUM THREE COATS OF RUST RESISTANT PAINT - COLOUR: BLACK.
 3. ALL SURFACES TO BE FREE OF SHARP EDGES, WELDS AND CUTS TO BE GROUND SMOOTH. EDGES AND CORNERS TO HAVE A MINIMUM RADIUS OF 5mm.
 4. ALL ANCHOR BOLTS ATTACHING RAILING AND POSTS TO CONCRETE SHALL BE PROVIDED WITH LEAD ANCHORS.

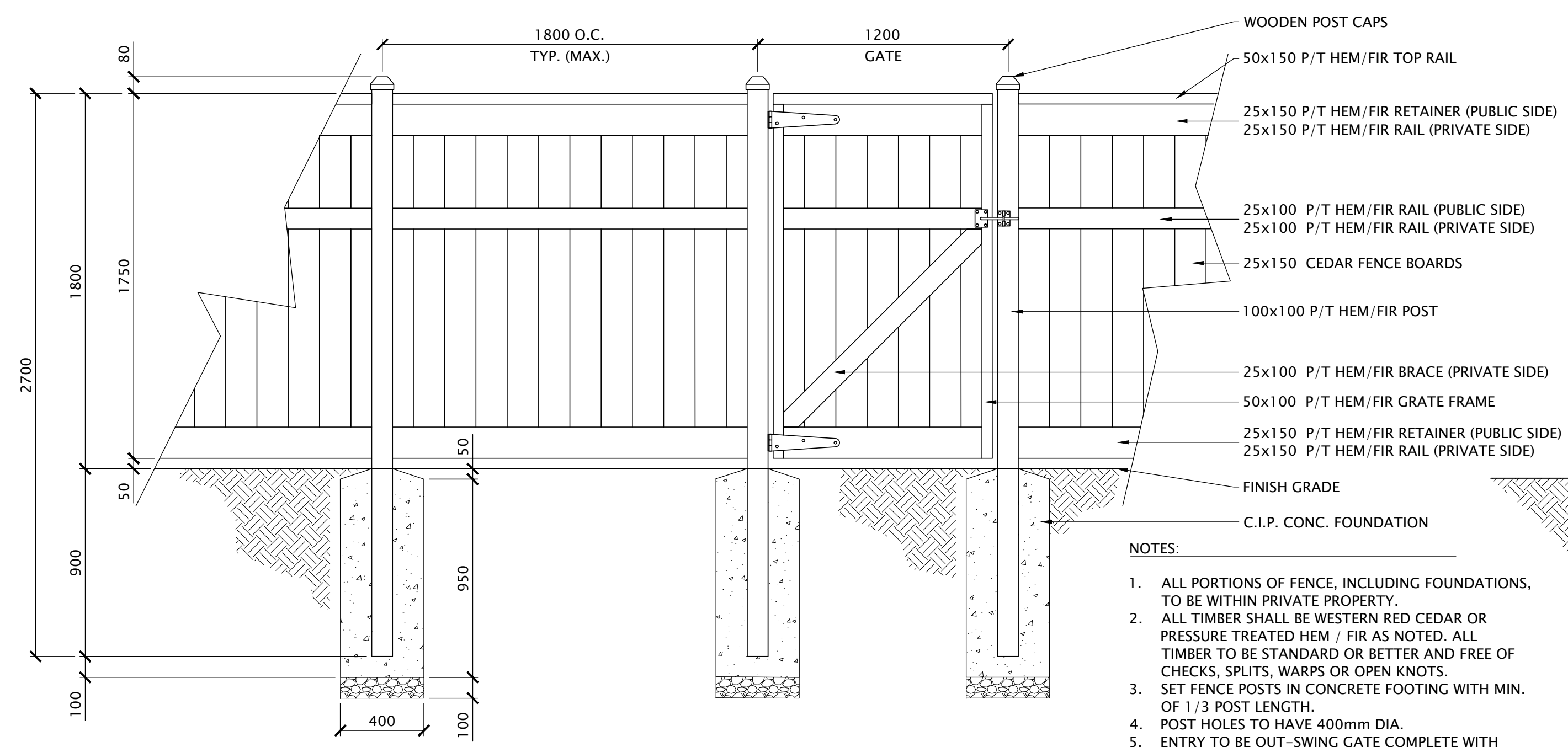
FRONT ELEVATION

SECTION

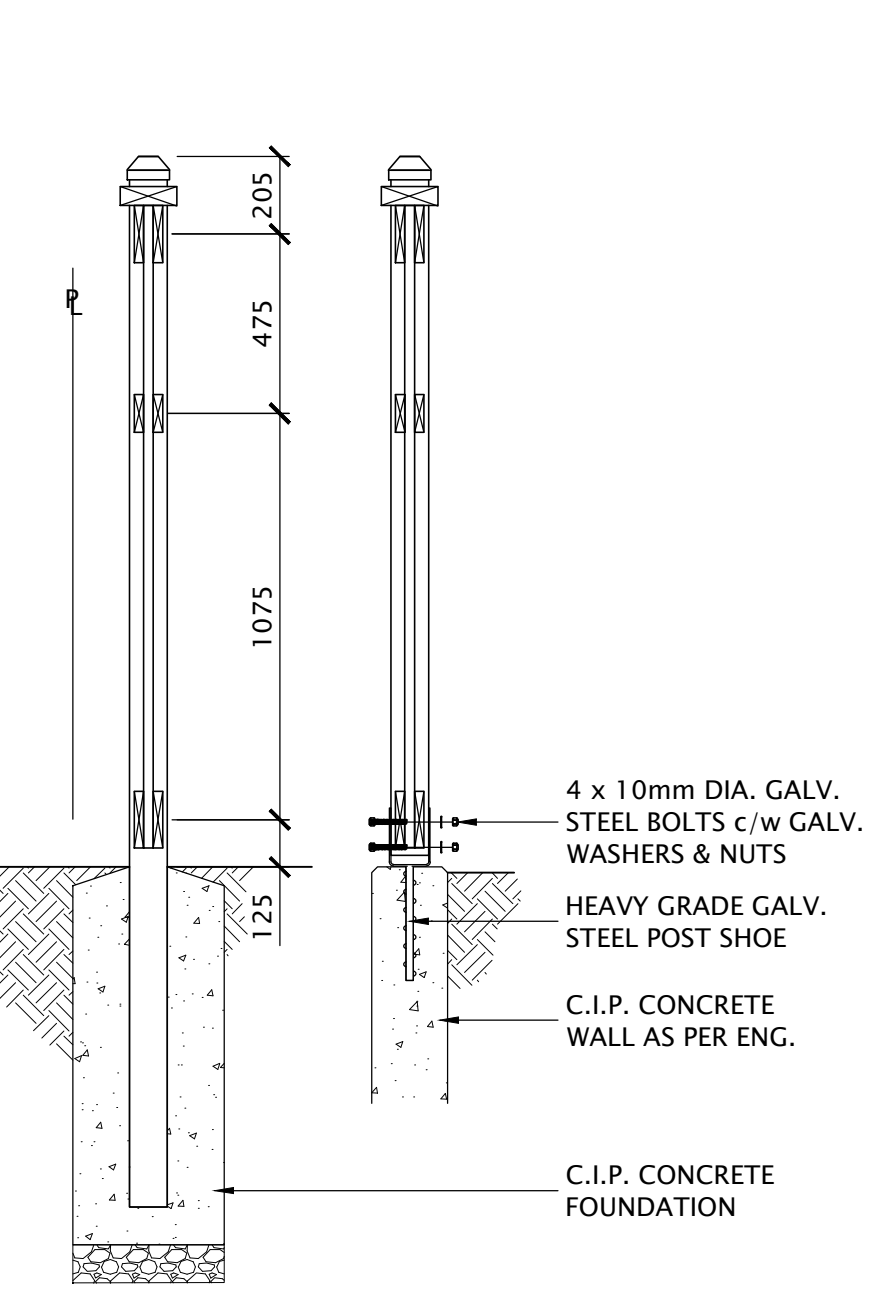
03 STEEL GUARD RAIL FENCE
L5-02 SCALE 1:20

PLAN VIEW = GATE ENTRANCE

01 WOODEN PICKET FENCE
L5-02 SCALE 1:20



INTERIOR ELEVATION - GATE ENTRANCE



SECTION @ GRADE & ON WALL

- NOTES:**
1. ALL PORTIONS OF FENCE, INCLUDING FOUNDATIONS, TO BE WITHIN PRIVATE PROPERTY.
 2. ALL TIMBER SHALL BE WESTERN RED CEDAR OR PRESSURE TREATED HEM / FIR AS NOTED. ALL TIMBER TO BE STANDARD OR BETTER AND FREE OF CHECKS, SPLITS, WARPS OR OPEN KNOTS.
 3. SET FENCE POSTS IN CONCRETE FOOTING WITH MIN. OF 1/3 POST LENGTH.
 4. POST HOLES TO HAVE 400mm DIA.
 5. ENTRY TO BE OUT-SWING GATE COMPLETE WITH LATCH.
 6. ALL HARDWARE AND METAL FIXTURES TO BE HOT DIPPED GALVANIZED.
 7. FENCE TO BE UNSTAINED/UNPAINTED.

02 WOODEN BARRIER FENCE
L5-02 SCALE 1:20

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Arborist:
Civil:
Structural:
Mechanical:
Electrical:

DVSD Donald V. S. Duncan
DEVELOPMENT CONSULTANT
LANDSCAPE ARCHITECT

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Maple Ridge #
2019-013-RZ

J Project Leader
DVSDuncan
Drawn
DVSDuncan
Revision

Residential Development
24156 - 104 Avenue
Maple Ridge BC

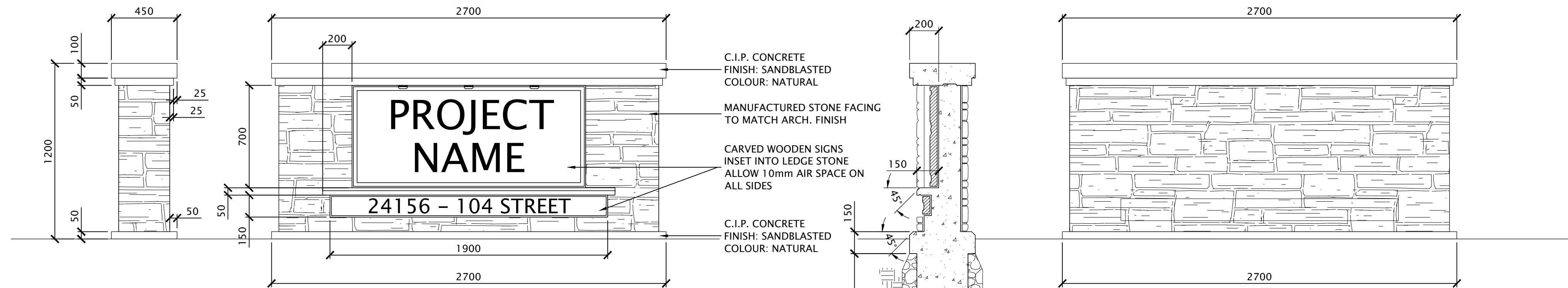
Prepared for:
Sommet Investments Ltd.
2526 E 40th Avenue
Vancouver BC V5R 2V9

Drawing Title
DETAILS

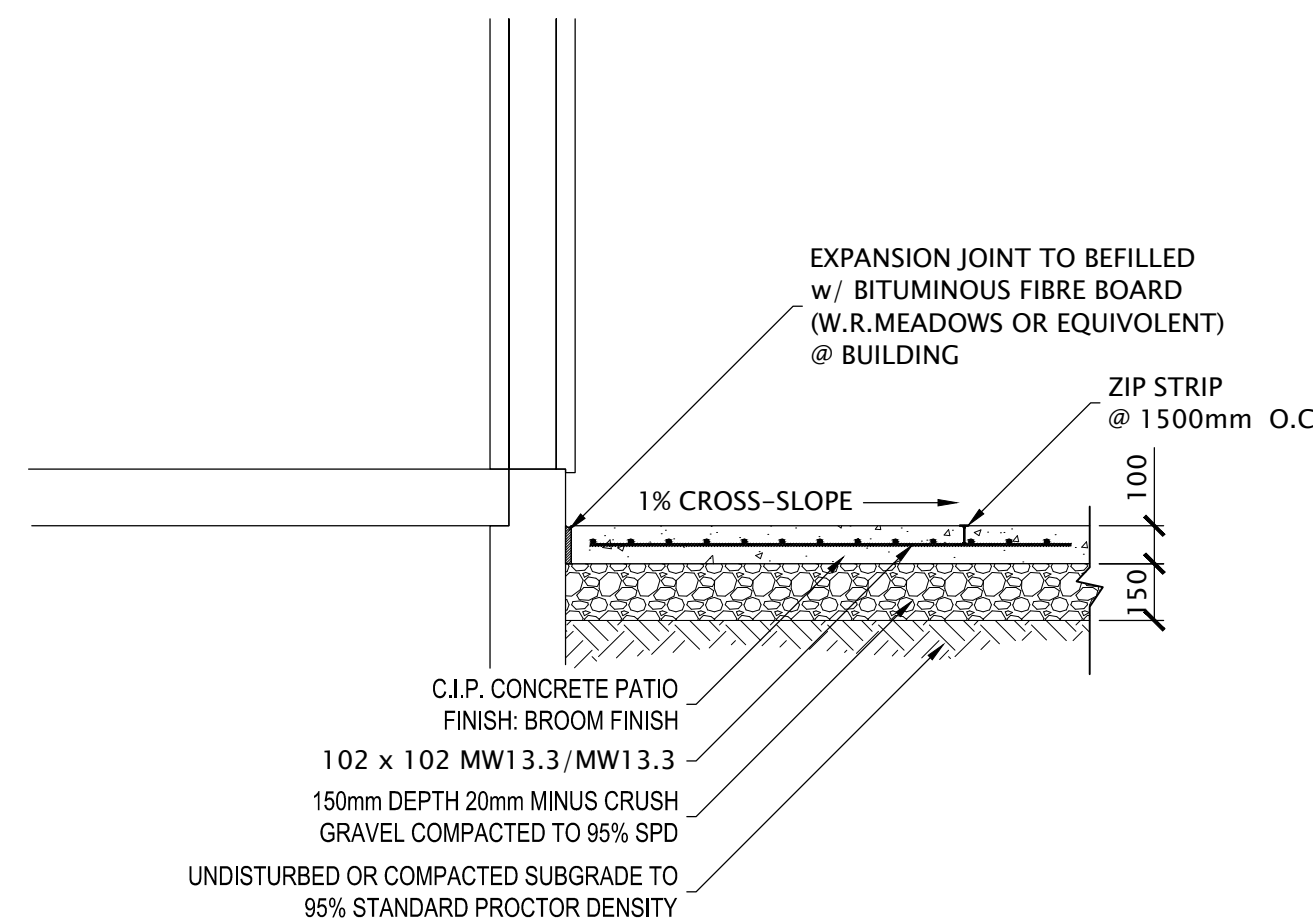
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Project No. 20-0088

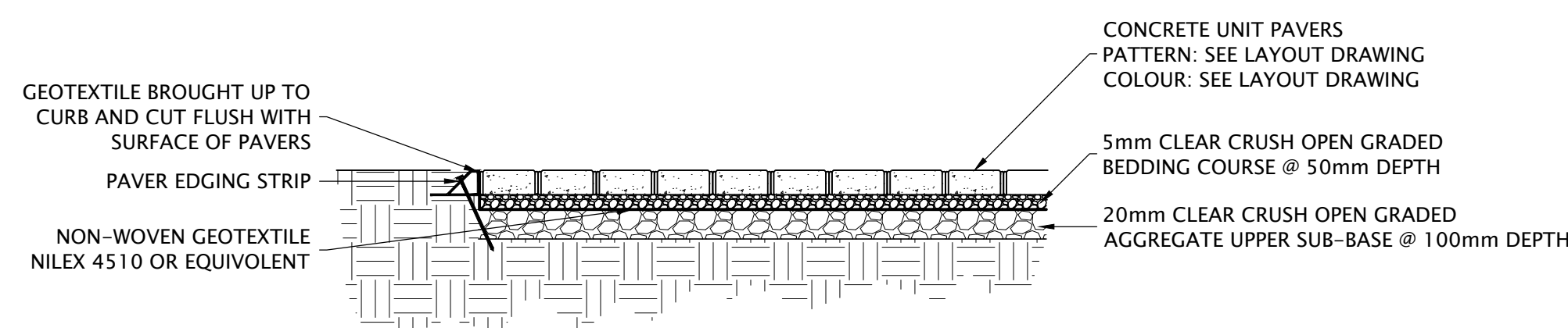
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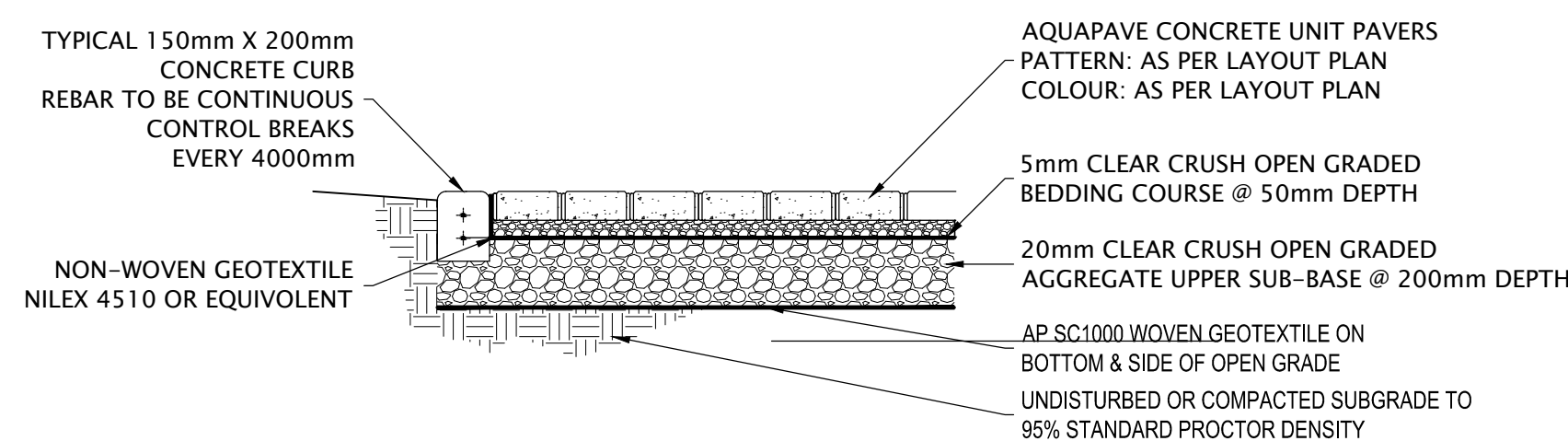
01 **IDENTITY SIGNAGE**
L5-03 SCALE 1:20



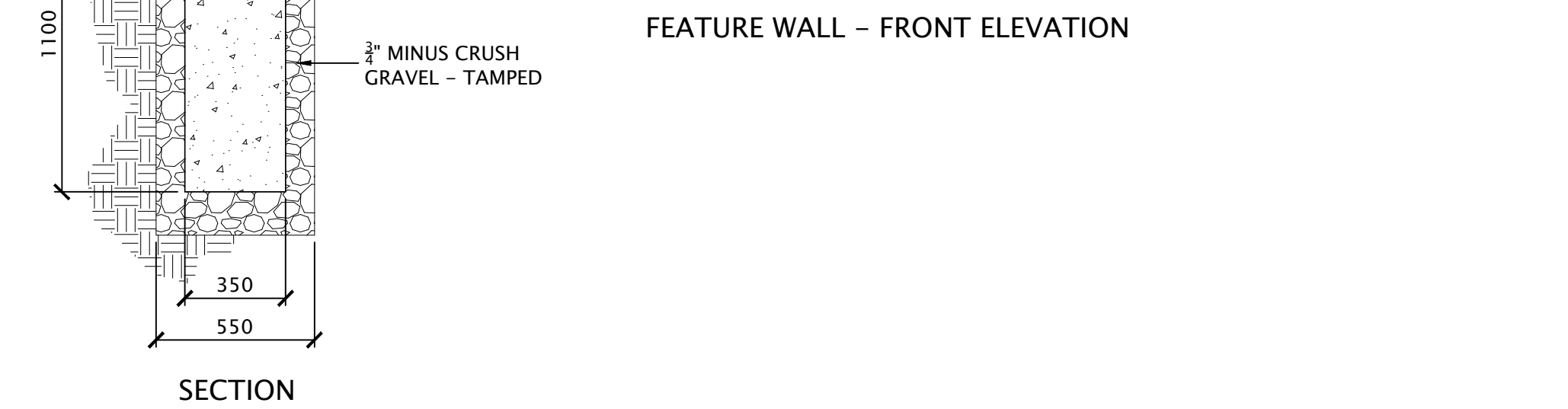
02 **C.I.P. CONCRETE PAVING**
L5-03 SCALE 1:20



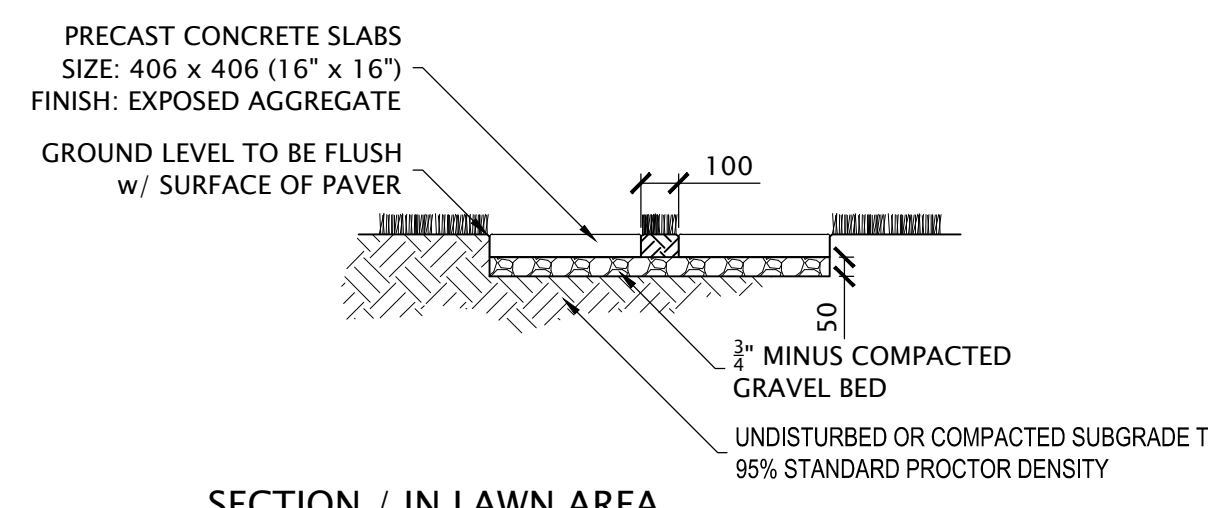
03 **CONCRETE UNIT PAVING STONE WALKWAY**
L5-03 SCALE 1:20



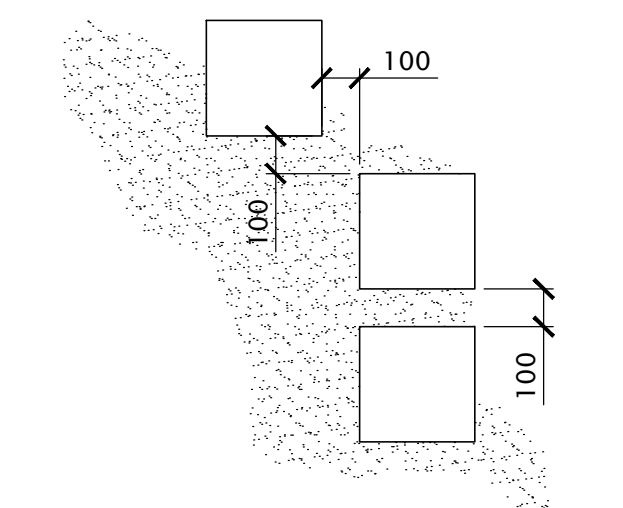
06 **PERMEABLE CONCRETE UNIT PAVER APRON**
L5-03 SCALE 1:20



04 **UPHILL BACKYARD PATIO & DRAINAGE STONES**
L5-03 SCALE 1:20



05 **PRECAST CONCRETE STEPPING STONES**
L5-03 SCALE 1:20



PLAN VIEW / TYPICAL SPACING

| DATE | ISSUED FOR | REV |
|------------|------------|-----|
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LANDSCAPE ARCHITECT

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Maple Ridge #
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Project Leader
DVSDuncan
Drawn
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Revision

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24156 - 104 Avenue
Maple Ridge BC

Prepared for:
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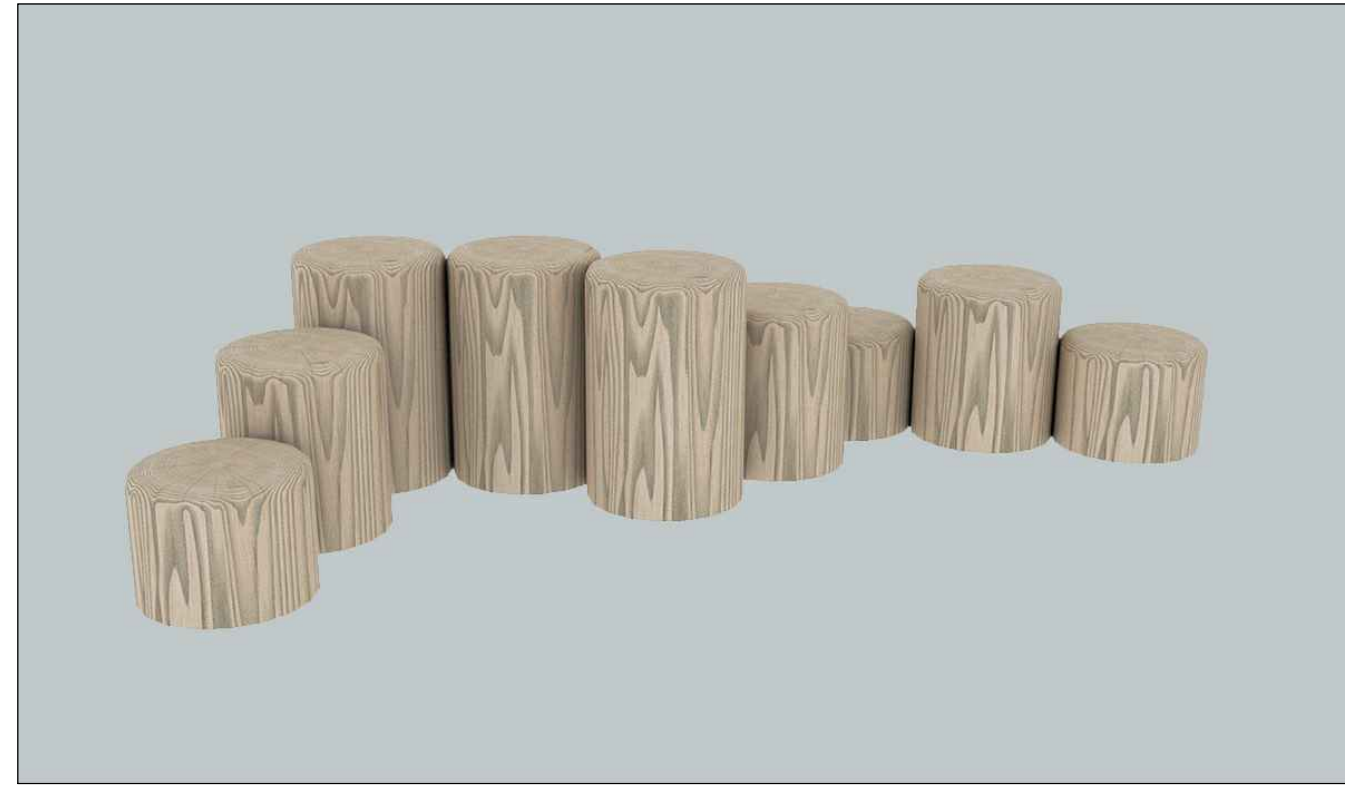
Drawing Title
DETAILS

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Project No. 20-0088
Drawing No. L5-03

PLOT DATE: June 6, 2024 TIME: 6:51 PM FULL PATH AND FILENAME: D:\PROJECTS\120-0088 104 AVE MAPLE RIDGE\500-DELIV\LAND\01-TB\L5-03.DWG PLOTSYLE TABLE: -----

PLOT DATE: June 6, 2024 TIME: 6:52 PM FULL PATH AND FILENAME: D:\PROJECTS\ID20-0088 104 AVE MAPLE RIDGE\500-DELIV\LAND\01-TB\L5-04.DWG PLOTSYLE TABLE: -----



01
L5-04 **HABITAT STEPPERS**
SCALE 1:20



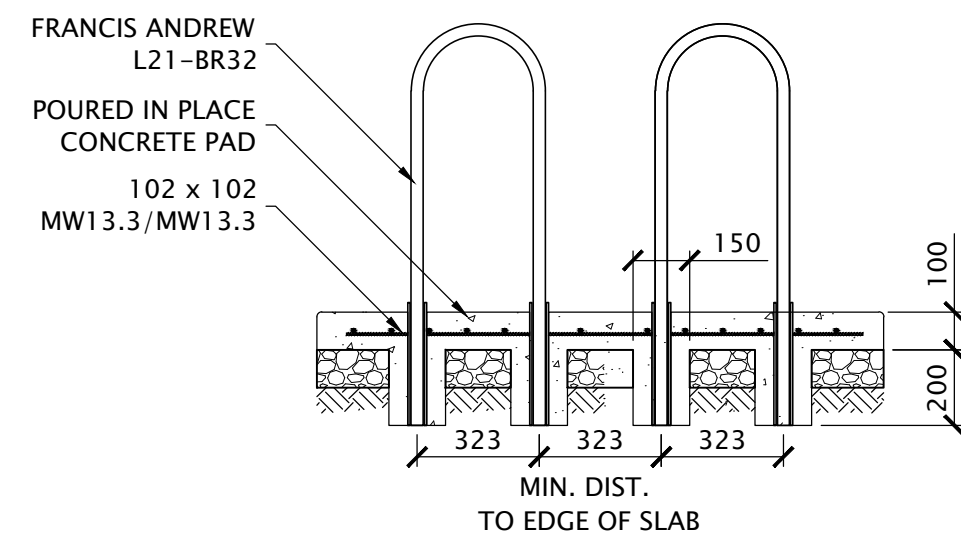
02
L5-04 **HABITAT PLAYHOUSE**
SCALE 1:20



03
L5-04 **WISHBONE BATEMAN CHAIR**
SCALE 1:20



04
L5-04 **ABBOTSFORD VILLA STONE PAVING**
SCALE 1:20



05
L5-04 **BICYCLE RACK**
SCALE 1:20

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Vancouver BC V5R 2V9

Drawing Title
DETAILS

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Project No. **20-0088**
Drawing No. **L5-04**



Donald V. S. Duncan

BA BLA BCSLA CSLA

LANDSCAPE ARCHITECT

Suite 603 – 220 11st Street, New Westminster, BC V3M 6N9

778-791-4323 dvsduncan@gmail.com

05 December 2023

Planning Department
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Attn.: Ms. Annie Slater-Kinghorn

RE: 2019-013-DP - ADP Minutes – Landscape Response (104 Avenue Townhouses)

Dear Ms. Slater-Kinghorn,

Thank you for providing comments from the Advisory Design Panel of 18 October 2023. After consideration of the comments and after discussion with the design team, I have the following responses:

- *Suggest softening the appearance of large exposed concrete retaining walls through the use of draping plant material or alternative materials like block or stone cladding.*

The walls have been designed in a cascade which allows the maximum exposed wall in most areas to be only marginally greater than one meter in height. Plantings in front of these walls are typically dense, taller shrub plantings which have a maximum potential height of several meters. However, this planting has been modified slightly in key locations to include both climbing (*Hydrangea petiolaris*) and trailing (*Clematis armandii*) vines that will further soften these grade breaks.

- *While appreciating the design effort for the outdoor amenity space at the southeast corner of the site, encourage exploring opportunities for larger, more versatile spaces that can accommodate gatherings of various sizes and consider expanding the amenity space to the north to include the end of the hammerhead driveway.*

As suggested, the amenity hard surface has been expanded adjacent to the hammerhead. The new area represents a potential multi-function space.

- *Suggest replacing the seat alcoves along the lane between buildings with planting beds, allowing for the introduction of larger trees and plantings.*

As suggested, the seating alcove along the lane has been replaced with planting. The other hard surface alcove is the mail box area and so remains hard surface.

- *Recommend incorporating paver treatment at selected locations along the driveway.*

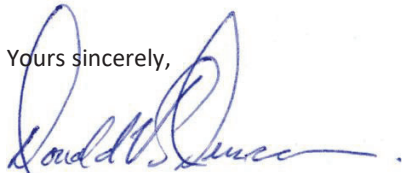
Broad paver bands across the driveway have been added to mark the entry to the driveway and at the location of the mail boxes.

- Pay special attention to areas within or near the floodplain, it is crucial to address these concerns comprehensively to ensure safety and resiliency of the development.

The subject project is adjacent to but above the floodplain.

I trust this will meet your requirements. Copies of modified plans are appended here. Should further be required, please do not hesitate to contact the sender.

Yours sincerely,



Donald V. S. Duncan

Landscape Architect

Wednesday, April 3, 2024

Public Information Meeting Report

**Re: DEVELOPMENT INFORMATION MEETING
for DEVELOPMENT APPLICATION 2019-013-RZ
for 24156 104th Avenue, Maple Ridge**

- Application:** The property owner has submitted an application to:
a) to rezone 24156 104th Avenue from RS-3 to RM-1 and
b) construct 21 unit townhouses
- Proposal:** The applicant wishes to construct a 21 unit townhouse development
- Meeting Location:** Albion Elementary School, 10031 240 St, Maple Ridge, BC
- Date:** Tuesday, April 2nd, 2024
- Time:** 6.00 pm to 8.00 pm.
- Developer's Agent:** Geoff Lawlor Architecture Inc., tel. 604-238-3380
- Planning Dept.:** tel. (604) 467-7341

Comments to Council & Staff

The letter advertising the meeting was distributed to the addresses provided by the City with none returned as 'undeliverable'.

The information meeting was held as planned with only 1 person attending. No 'comments' sheet was completed, and interest centered mainly on the potential development on adjacent properties.

Respectively submitted,



Geoff Lawlor, Architect AIBC
Principal, Geoff Lawlor Architecture Inc.

Tuesday, April 2, 2024

Public Information Meeting Sign-In Sheet

**Re: DEVELOPMENT INFORMATION MEETING
 for DEVELOPMENT APPLICATION 2019-013-DP
 for 24156 104th Avenue, Maple Ridge**

- Application:** The property owner has submitted an application to:
 a) to rezone 24156 104th Avenue from RS-3 to RM-1 and
 b) construct 21 townhouses
- Proposal:** The applicant wishes to construct a 21 unit townhouse development
- Meeting Location:** Albion Elementary School, 10031 240 St, Maple Ridge, BC
- Date:** Tuesday, April 2nd, 2024
- Time:** 6.00 pm to 8.00 pm.
- Developer's Agent:** Geoff Lawlor Architecture Inc., tel. 604-238-3380
- Planning Dept.:** tel. (604) 467-7341

Please record your attendance at this meeting by completing this sheet. This record will be forwarded to the City Planning Department to assist in the preparation of a report to Council. Leave the completed sheet at this meeting for collection by the Owner's Agent, Geoff Lawlor.

Please note that all comment and attendance sheets produced as a result of this Development Information Meeting will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request.

| Name | Address | Signature |
|------------|---------|-----------|
| NAME | ADDRESS | SIGNATURE |
| [Redacted] | | |

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April 30, 2024

City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Attention: Annie Slater-Kinghorn

Re: **File:** 2019-462-RZ
Legal: Lot: K, Section: 3, Township: 12, Plan: NWP20434
Location: 24156 104 Avenue
From: RS-3 (Single Detached Rural Residential)
To: RM-1 (Low Density Townhouse Residential)

The proposed application would affect the student population for the catchment areas currently served by ċasq̇anel̇ Elementary and Samuel Robertson Technical Secondary School.

ċasq̇anel̇ Elementary School has an operating capacity of 611 students. For the 2023-24 school year the student enrolment at ċasq̇anel̇ Elementary School is 639 students (105% utilization) including 100 students from out of catchment.

Samuel Robertson Technical Secondary School has an operating capacity of 600 students. For the 2023-24 school year the student enrolment at Samuel Robertson Technical Secondary is 775 students (129% utilization) including 140 students from out of catchment.

Based on the density estimates for the various land uses at build out the following would apply:

- For the construction of 21 townhouse lots, the estimated number of school age residents 9.

Sincerely,

Richard Rennie Digitally signed by Richard Rennie
Date: 2024.04.30 18:42:11 -07'00'

Richard Rennie
Secretary Treasurer
The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows)

cc: Louie Giroto, Director, Facilities
Sam Elliot, Manager, Facilities Planning
Jovo Bikic, Assistant Superintendent
Rebecca Lyle, Executive Coordinator

**2022-024-RZ, 24266 110 Avenue
Official Community Plan Amending Bylaw No. 8035-2025
Zone Amending Bylaw No. 7880-2022**

Recommendation:

THAT *Official Community Plan Amending Bylaw No. 8035-2025* be given first reading.

THAT in accordance with Sections 475 and 476 of the Local Government Act, Council direct staff to proceed with the consultation strategy as outlined in the Staff report dated April 1, 2025.

THAT an opportunity for early and ongoing consultation be provided by way of posting Official Community Plan Amending Bylaw No. 8035-2025 on the City's website, and Council considers the holding of a Public Hearing on the bylaw to be sufficient consultation.

THAT in accordance with Section 477 of the *Local Government Act*, Council considers the *Official Community Plan Amending Bylaw No. 8035-2025* consistent with the City's Capital Expenditure Plan and Waste Management Plan.

THAT *Official Community Plan Amending Bylaw No. 8035-2025* be given second reading and forwarded to Public Hearing.

THAT *Zone Amending Bylaw No. 7880-2022*, as amended, be given second reading and forwarded to Public Hearing.

THAT staff be directed to work with the applicant to address the outstanding terms and conditions as outlined in the Staff Report dated April 1, 2025, and any other as identified by Council, prior to recommending bylaw adoption.

**Report Purpose and
Summary Statement:**

To present for Council's consideration of first and second readings of an Official Community Plan Amending Bylaw to redesignate portions of 24266 110 Avenue to *Low Density Residential* and *Conservation*, and consideration of second reading of a Zone Amending Bylaw to rezone from RS-3 to RS-1d utilizing the Albion Density Bonus provision to allow a future nine lot subdivision of RS-1b sized lots on the lands.

Previous Council Action:

[Zone Amending Bylaw No. 7880-2022](#)

First Reading – September 27, 2022

Proposed Variance: Reduced lot width from 15.0 m to 12.33 m for proposed Lot 7
Strategic Alignment: Liveable Community
Communications: Public Hearing Notice and Mailouts



To: Mayor and Council

File number: 2022-024-RZ

2022-024-RZ, 24266 110 Avenue
Official Community Plan Amending Bylaw No. 8035-2025
Zone Amending Bylaw No. 7880-2022

Applicant: Don Bowins

Legal Description: Lot 46 Section 10 Township 12 New Westminster District Plan 67469

OCP Designation:
Existing: *Low Density Residential, Park, Conservation*
Proposed: *Low Density Residential, Park, Conservation*

Within Urban Area Boundary: Yes

Area Plan: Albion

OCP Major Corridor: No

Zoning:
Existing: RS-3 (Single Detached Rural Residential)
Proposed: RS-1d (Single Detached (Half Acre) Residential) with Albion Density Bonus provision to RS-1b (Single Detached (Medium Density) Residential) sized lots

Surrounding Uses:

| | | |
|--------|--------------|---|
| North: | Use: | Single Detached Residential |
| | Zone: | RS-3 (Single Detached Rural Residential) |
| | Designation: | <i>Low Density Residential, Conservation</i> |
| South: | Use: | Kanaka Creek Regional Park |
| | Zone: | RS-3 (Single Detached Rural Residential) |
| | Designation: | <i>Park</i> |
| East: | Use: | Single Detached Residential |
| | Zone: | RS-3 (Single Detached Rural Residential) |
| | Designation: | <i>Low Density Residential, Conservation; Park</i> |
| West: | Use: | Single Detached Residential/ Kanaka Creek Regional Park |
| | Zone: | RS-3 (Single Detached Rural Residential)/RS-3 (Single Detached Rural Residential) |

Designation: *Low Density Residential, Conservation/Park*

Existing Use of Property: Single Detached Residential
Proposed Use of Property: Single Detached Residential

Site Area: 1.39 ha (3.4 ac)
Net Site Area after
dedication: 0.67 ha (1.67 ac)
Proposed Vehicular Access: 110 Avenue
Servicing Requirement: Urban Standard
Flood Plain: Yes
Fraser Sewer Area: Yes

ANALYSIS:

Site Characteristics:

The subject property, located at 24266 110 Avenue, is located within the Albion Area Plan and is approximately 1.39 ha (3.43 acres) in lot area (Attachment A). Currently, the property includes a single detached home and barn and is predominantly characterized by open field and old pasture (Attachment B). Adjacent to the southern portion of the property is Metro Vancouver's Kanaka Creek Regional Park, and to the north, east and west are existing single detached houses. Several surrounding properties along 110 Avenue have completed recent subdivisions to similar RS-1b zone developments.

The subject property is generally flat and has a gradual slope from the northwest to southeast towards Dunlop Creek and Kanaka Creek. Along the eastern portion of the property, there are steep slopes (>15%) towards Dunlop Creek which run parallel to the property boundary. Seigel Creek is located southwest of the property and Kanaka Creek is located to the south.

The subject property is encumbered by several covenants and an easement, as shown on the Subdivision Sketch Plan (Attachment C). A restrictive covenant and easement are held by the Greater Vancouver Regional District (Metro Vancouver) and restrict the use of the southern portion of the lands to provide for a no-disturb area where the vegetation, trees, shrubs, bushes and ground cover are left to grow naturally to provide a natural buffer to the neighbouring Kanaka Creek Regional Park.

The eastern portion of the property has an existing floodplain restrictive covenant with the City and the Ministry of Environment that restricts the use and development of the land. An additional restrictive covenant with the City, along the eastern portion of the property, also provides for a no-disturb area where the vegetation, trees, shrubs, bushes and ground cover are left to grow naturally to protect the nearby Dunlop Creek.

Project Description:

This application proposes rezoning the subject property from the current RS-3 zone to the RS-1d zone, utilizing the Albion Density Bonus provision to allow a future subdivision of nine RS-1b sized lots with a minimum lot area of 557 m² (Attachment C). As a condition of the rezoning

application, 51% of the property will be dedicated to the City as Park-Conservation, including the portions of the property which fall within the 30 m environmental setback of the Dunlop Creek and Seigel Creek. The southern portion of the property, abutting the Kanaka Creek Regional Park, which is currently under restrictive covenant/easement, will also be dedicated to the City as Park-Conservation lands.

Any subdivision layout provided is strictly preliminary and is subject to change prior to final review and approval by the Approving Officer.

Planning Analysis:

Official Community Plan:

The subject property is located within the Albion Area Plan and is currently designated Low Density Residential (60%), Park (27%) and Conservation (13%) (Attachment D). The current Low Density Residential designation, which aligns with single detached residential development at a low density urban standard, supports the proposed rezoning to the RS-1d zone. *Official Community Plan Amending Bylaw No. 8035-2025* (Attachment E) proposes to amend the Park and Conservation designation boundaries based on the proposed development and required environmental setbacks.

Official Community Plan Policy 10 – 17 states that: “Council may consider Density Bonuses as part of the development review process for Albion Area Plan amendment applications seeking a land use designation change that would permit a higher density than currently permitted.”

The application of the Albion Area Density Bonus will permit a reduced lot size from the RS-1d minimum required lot area of 2,000 m² to 557 m². An Amenity Contribution of \$5,100 per lot created is required to apply the Albion Density Bonus as set out in Council Policy 6.31.

This application will also be subject to the provisions of the City-wide Community Amenity Contribution Program as set out in Council Policy 6.31.

Zoning Bylaw:

Zone Amending Bylaw No. 7880-2022 (Attachment F) proposes to rezone 24266 110 Avenue from RS-3 to RS-1d utilizing the Albion Density Bonus provision to allow a future nine-lot subdivision of RS-1b sized lots. The map accompanying *Zone Amending Bylaw No. 7880-2022* has been amended since first reading to reflect minor changes to the proposed subdivision plan required due to the determination of the environmental dedication.

The minimum lot area of the RS-1b zone is 557 m², with a minimum lot width of 15 m and a lot depth of 27 m. A minimum building envelope of 12 m x 12 m is required. The future lots may accommodate up to four dwelling units under the Urban Residential Infill Use provisions permitted in the RS-1b zone, which permit a maximum building height for principal buildings of 9.5 m, and a maximum total lot coverage of all buildings and structures of 50%.

All proposed lots meet the RS-1b zone requirements of the Zoning Bylaw except proposed Lot 7, which has a reduced lot width of 12.33 m. The proposed variance is discussed further in the Proposed Variance section of this report.

Proposed Variance:

A Development Variance Permit application has been received for this project and involves the following proposed relaxations:

1. Maple Ridge Zoning Bylaw No. 7600-2019 (Part 6, Section 607.4)

To reduce the minimum required lot width in the RS-1b zone from 15.0 m to 12.33 m for proposed Lot 7.

Staff support the reduced lot width for proposed Lot 7 as it is a pie-shaped lot that meets the building envelope requirement, provides enough frontage to meet the driveway size requirements and is in keeping with the character and scale of the other proposed lots.

The requested variance will be the subject of a future Council report.

Development Permits:

Pursuant to Section 8.9 and Section 8.10 of the Official Community Plan (OCP), a combined Watercourse Protection and Natural Features Development Permit is required for this development. The purpose of the Environmental Development Permit is to ensure the preservation, protection, restoration and enhancement of the natural environment, watercourse and riparian areas. The Environmental Development Permit is required to be approved prior to subdivision approval.

Development Information Meeting:

In accordance with Council Policy 6.20, a Development Information Meeting (DIM) hosted by the applicant was held at Albion Elementary School on Monday, August 19, 2024, and was attended by three people. The attendees of the meeting had questions regarding the proposed lot sizes, whether the lots would accommodate a secondary suite, and regarding the development potential of nearby properties. A summary of the main comments and discussions with the attendees at the DIM was provided by the applicant and is provided as Attachment G.

The notification requirements for the DIM included a mail-out, newspaper advertisements, and notice on the development signs posted on the property that provided the contact information for the developer and information on the development.

Parkland Requirement:

As there are more than three additional lots proposed to be created, the developer is required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

A requirement of this rezoning application is that approximately 51% of the subject property (0.714 ha or 1.76 acres) will be dedicated to the City as Park-Conservation as a fee-simple lot. Within the Park-Conservation lands, both the portion along the south property line and a section of the lands along the east property line are suitable for a publicly-accessible park space

such as a trail. A possible future trail has been identified in this area in the OCP. Therefore, staff are satisfied that the provided Park-Conservation lands meet the 5% parkland acquisition requirements.

Environmental Considerations:

The property has proximity to three watercourses (i.e., Dunlop Creek, Kanaka Creek and Siegel Creek) and is adjacent to Metro Vancouver's Kanaka Creek Regional Park. An easement transects the southern portion of the property to form a buffer between the property and Kanaka Creek Regional Park. Siegel Creek is a natural watercourse located within the property to the west that discharges to Kanaka Creek downstream of the property. Dunlop Creek runs parallel to the east property boundary and is also a tributary to Kanaka Creek, which is located within Kanaka Creek Regional Park south of the subject property. All three watercourses are permanent, fish-bearing watercourses.

A 30 m Streamside Protection Regulation (SPR) environmental setback from top-of-bank has been applied to Siegel Creek and Dunlop Creek. A minor encroachment into the SPR of Dunlop Creek is required due to the construction of a retaining wall on the east side of the site road, as required following a geotechnical analysis of the site. Compensation for this encroachment has been provided by the applicant through additional parkland dedication south of proposed Lots 4 and 5 and the removal of invasive species and revegetation in the Dunlop Creek setback area. A stormwater outfall channel is also proposed to convey stormwater runoff flows from the proposed development to Dunlop Creek. Relevant applications will be required to be submitted to the Province in regards to the *Water Sustainability Act* and to the Department of Fisheries and Oceans Canada (DFO) at a later date for these works.

Dedication of the Park-Conservation lands to the City as a fee-simple lot is a requirement of the rezoning application. A restoration plan for the habitat in these lands will form part of the Enhancement and Maintenance Agreement of the required Environmental Development Permit.

In accordance with the restrictive covenants on the property, written approval from senior agencies, including DFO, the Ministry of Environment and Parks, Metro Vancouver, and/or the City may be required prior to any disturbance within the existing covenanted areas.

Wildlife

A barn structure on the subject property currently houses multiple barn swallow (*Hirundo rustica*) nests. Barn swallows and their nest and eggs are afforded protection under the *Federal Migratory Birds Convention Act* and the *Provincial Wildlife Act*. They are also listed as threatened under Schedule 1 of the *Federal Species at Risk Act*. A restoration and enhancement plan to maintain the habitat and/or enhance habitat for the barn swallows is under review and includes a five-year monitoring and maintenance plan by a Qualified Environmental Professional, including a minimum of two habitat assessments per year. The Restoration Plan and Enhancement Plan will form part of the Environmental Development Permit that is required prior to subdivision approval.

Trees

All trees located within the environmental setback areas and the southern portion of the property under restrictive covenant are protected and will be retained. Any trees within the environmental setback with tree protection zones that extend into the proposed development are to be protected by the installation of tree protection fencing until development adjacent to those areas is completed.

The demolition of an existing accessory building, removal of existing vegetation and overgrowth and grading for the proposed subdivision, which encroaches into the tree protection root zones of protected trees, is required to be completed under supervision by an Arborist. A Tree Permit for the removal of trees will be required prior to any construction or clearing on the property.

Conditions to be Met Prior to Adoption:

Staff have advised the applicant that the adoption of the Zone Amending Bylaw will not be recommended unless the following conditions, and any others that Council identifies, are met:

1. Registration of the following:
 - a. a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the security, as outlined in the Agreement;
The following servicing upgrades will be required through the Rezoning Servicing Agreement:
 - Road dedication as required to meet the design criteria of the *Subdivision and Development Bylaw No. 4800-1993*;
 - Utility servicing as required to meet the design criteria of the *Subdivision and Development Bylaw No. 4800-1993*;
 - Frontage upgrades to the applicable road standard; and
 - Cash in lieu of trail construction.
 - b. a restrictive covenant for the Geotechnical Report and Floodplain Report that address the existing Floodplain Covenant (X17985) and the suitability of the subject property for the proposed development; and
 - c. a restrictive covenant for stormwater management.
2. Park dedication as a fee-simple lot and removal of all debris and garbage from the parkland.
3. Removal of the existing buildings in accordance with the practices detailed in the Restrictive Covenants on the property.
4. Notification to the Department of Fisheries and Oceans and the Ministry of Environment and Parls for in-stream works on the site.
5. In addition to the Ministry of Environment and Parks Site Disclosure Statement, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a

Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

6. That a voluntary contribution, for the Albion Area Density Bonus in the amount of \$5,100 per lot for a total of \$45,900, be provided in keeping with Council Policy 6.31 with regards to Density Bonus Contributions.
7. That a voluntary contribution, in the amount of \$9,200 per lot created for a total of \$73,600, or such rate applicable at third reading of this application, be provided in keeping with Council Policy 6.31 with regards to Community Amenity Contributions.

External Referrals:

Official Community Plan Amendment Consultation:

Pursuant to Section 477(3) of the *Local Government Act*, after the first reading of an OCP amending bylaw, a local government must consider whether the bylaw is consistent with its financial plan and waste management plan. The development will pay for and install all required servicing and infrastructure. As such, staff deem it consistent with the City's financial plan and waste management plan.

Pursuant to Section 475 of the *Local Government Act*, Council must also consider whether the opportunities for consultation with First Nations, adjacent municipalities, boards of education, improvement district boards, and federal and provincial agencies are required. Table 1 below reflects the public consultation strategy that meets the intent of the requirements of the *Local Government Act*. Given the size of the development and that the proposed OCP Amendment Bylaw does not propose any substantial changes that would require the need for an inter-agency level, staff recommend that, other than Metro Vancouver Parks and School District No. 42, such consultation is not required.

Table 1. Consultation Strategy

| Agency | Engagement Method | Timeline |
|--|--|--------------------------------|
| Indigenous Nations | Referral not recommended due to no substantive policy change. | N/A |
| School Districts | Referral was sent to School District No. 42. See below. | Complete |
| Metro Vancouver | Referral was sent to Metro Vancouver Parks. See below. | Complete |
| Ministry of Transportation and Infrastructure | Not required. Not within 800m of a controlled access highway. | N/A |
| Other Federal and Provincial agencies | Referral not recommended due to no substantive policy change. | N/A |
| Neighbouring residents and occupants | Newspaper advertisements and a mailout will be sent prior to the Public Hearing. | Prior to Public Hearing |

School District No. 42:

This application was referred to School District No. 42 and a response was received on September 12, 2024. The response stated that the proposed development would impact the catchment areas of Blue Mountain Elementary and Garibaldi School, which were at 100% and 96% utilization for the 2023-24 school year (Attachment H).

Metro Vancouver:

A referral to Metro Vancouver Regional Parks was made to provide an opportunity for Metro Vancouver staff to provide a review and comments regarding the development proposal. The southern portion of the lot, currently under a restrictive covenant and easement, provides a 24.38 m buffer to the adjacent Kanaka Creek Regional Park. As a condition of the rezoning application, that land will be dedicated to the City as a Park-Conservation fee-simple lot, which will serve as a important interface to protect the regional parkland.

A future trail connection along the south boundary of the property is identified in both the City's Official Community Plan and the Kanaka Creek Regional Park Management Plan. At this time, the exact trail location has not been determined, and the trail is not required to be built until additional property rights can be acquired. A cash-in-lieu amount for the future trail construction is required as part of this application's Rezoning Servicing Agreement. The Park-Conservation lands that are to be dedicated to the City as part of this development application will support this future opportunity to establish more connectivity in this area in collaboration with Metro Vancouver Parks.

OPTIONS & CITIZEN IMPLICATIONS:

Pursuant to Section 464 of the *Local Government Act*, a Public Hearing must be held for the proposed development to allow the public to comment on the proposed bylaw and the development. Council granted first reading of *Zone Amending Bylaw No. 7880-2022* on September 27, 2022. As such, this application does not qualify for the Bill 44 exemption, which prohibits Public Hearings for residential developments that are consistent with the Official Community Plan; rezoning applications that received first reading before the date Bill 44 came into force (i.e., November 30, 2023) do not qualify for the exemption. Council has not yet considered *Official Community Plan Amending Bylaw No. 8035-2025*.

CONCLUSION:

The proposed development is consistent with the Albion Area Plan and provides environmental protection to the natural features in the area. It is recommended that first and second readings be given to *Official Community Plan Amending Bylaw No. 8035-2025* and second reading, as amended, be given to *Zone Amending Bylaw No. 7880-2022* and that application 2022-024-RZ be forwarded to Public Hearing for both bylaws.

"Erin Mark"

Prepared by: Erin Mark, Planning Technician

Attachments:

- (A) Location Map
- (B) Aerial Photo
- (C) Preliminary Subdivision Sketch
- (D) OCP and Zoning Map
- (E) *Official Community Plan Amending Bylaw No. 8032-2025*
- (F) *Zone Amending Bylaw No. 7880-2022*
- (G) Development Information Meeting Comments
- (H) School District No. 42 Referral Response

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2022-024-RZ, 24266 110 Avenue, RS-3 to RS-1d.docx |
| Attachments: | <ul style="list-style-type: none">- Attachment A - Location Map.pdf- Attachment B - Aerial Photo.pdf- Attachment C - Preliminary Subdivision Sketch.pdf- Attachment D - OCP and Zoning Map.pdf- Attachment E - OCP Amending Bylaw No. 8032-2025.pdf- Attachment F - Zone Amending Bylaw No. 7880-2022.pdf- Attachment G - Development Information Meeting Comments.pdf- Attachment H - School District 42 Referral Response.pdf |
| Final Approval Date: | Mar 26, 2025 |

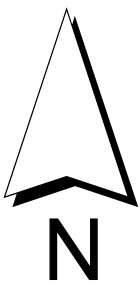
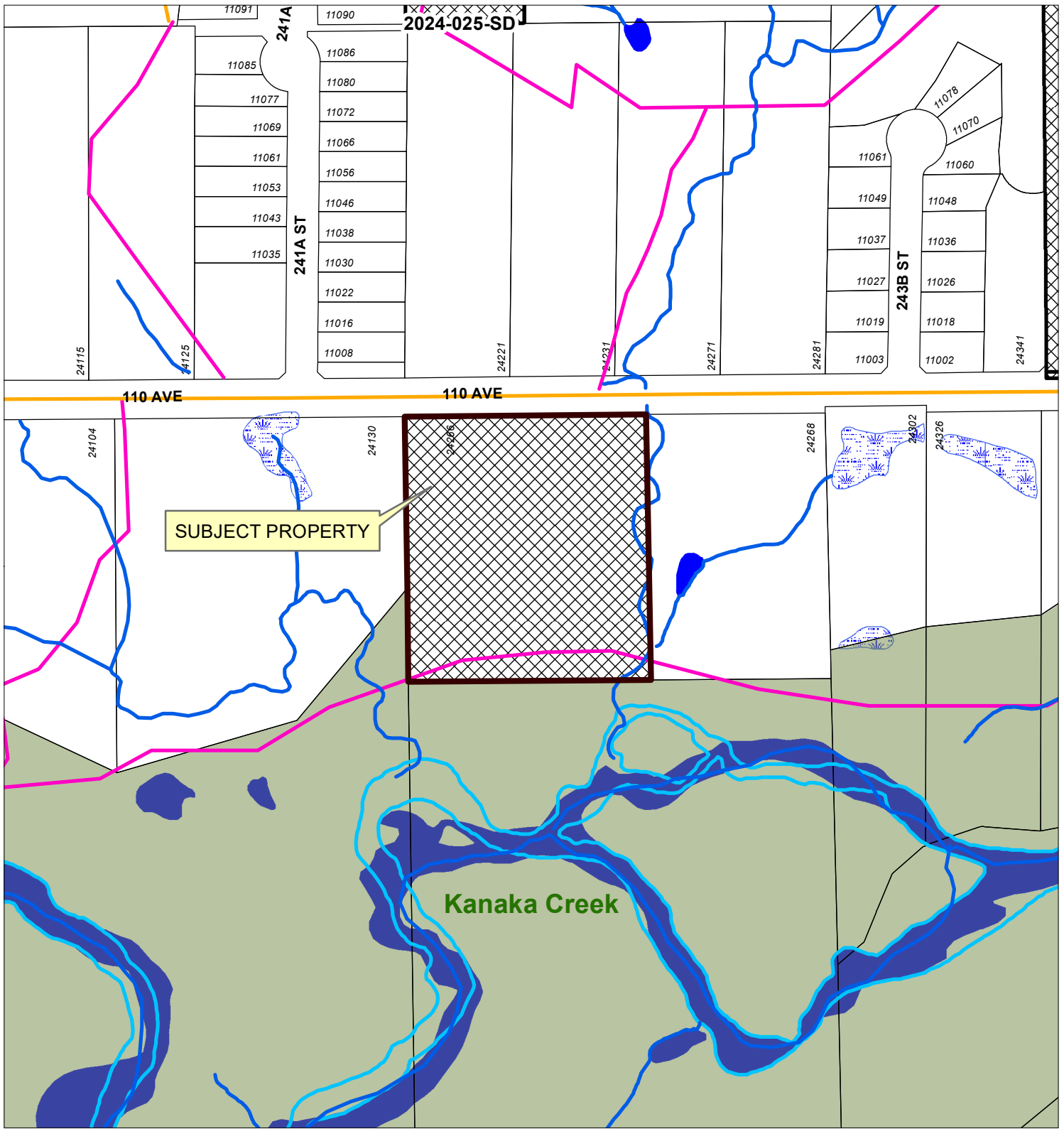
This report and all of its attachments were approved and signed as outlined below:

Hasib Nadvi, Deputy Director of Planning and Building

James Stiver, Director of Planning and Building

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer



Scale: 1:2,500

Legend

- Stream
- Existing Trails
- Pending, Proposed, & Desired Trails
- Major Rivers & Lakes
- XXXX Active Applications (RZ/SD/DP/VP)
- Regional Park
- Lake or Reservoir
- Marsh
- River

**24266 110 AVENUE
LOCATION MAP**

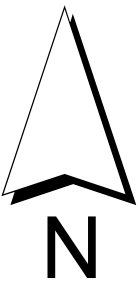
PLANNING DEPARTMENT



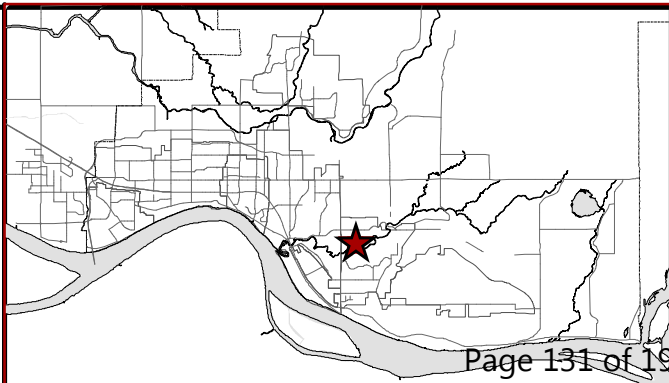
Maple Ridge



Aerial Imagery from the Spring of 2023



Scale: 1:2,500



24266 110 AVENUE
AERIAL PHOTO

PLANNING DEPARTMENT



Maple Ridge

PROPOSED SUBDIVISION PLAN OF LOT 46 SECTION 10 TOWNSHIP 12
 NEW WESTMINSTER DISTRICT PLAN 67469

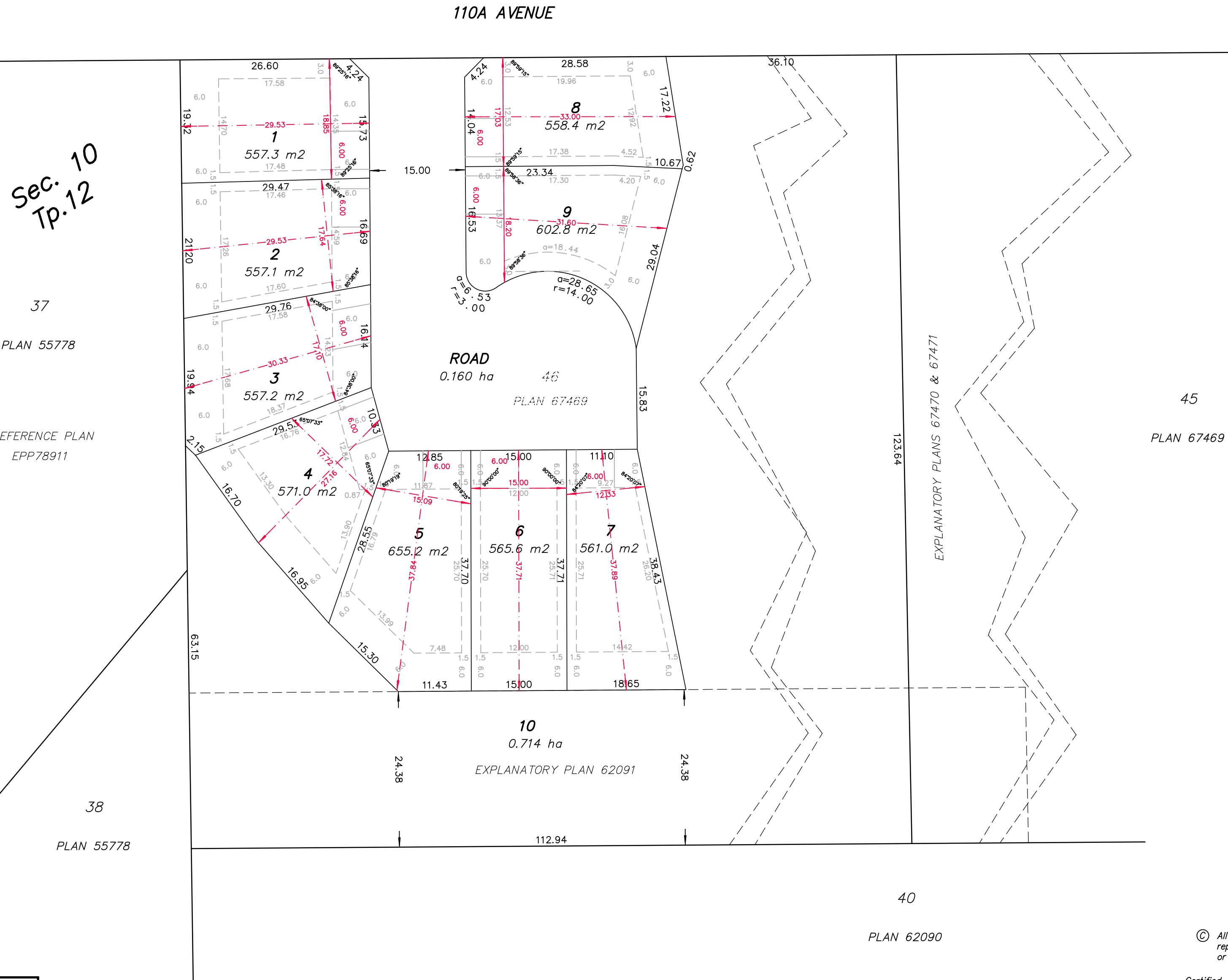
PROPOSED

BCGS MAP SHEET 92G.028



"ALL DISTANCES ARE IN METRES"

The intended plot size of this plan is 432mm in height
 by 560mm in width (C size) when plotted at a scale of 1:500

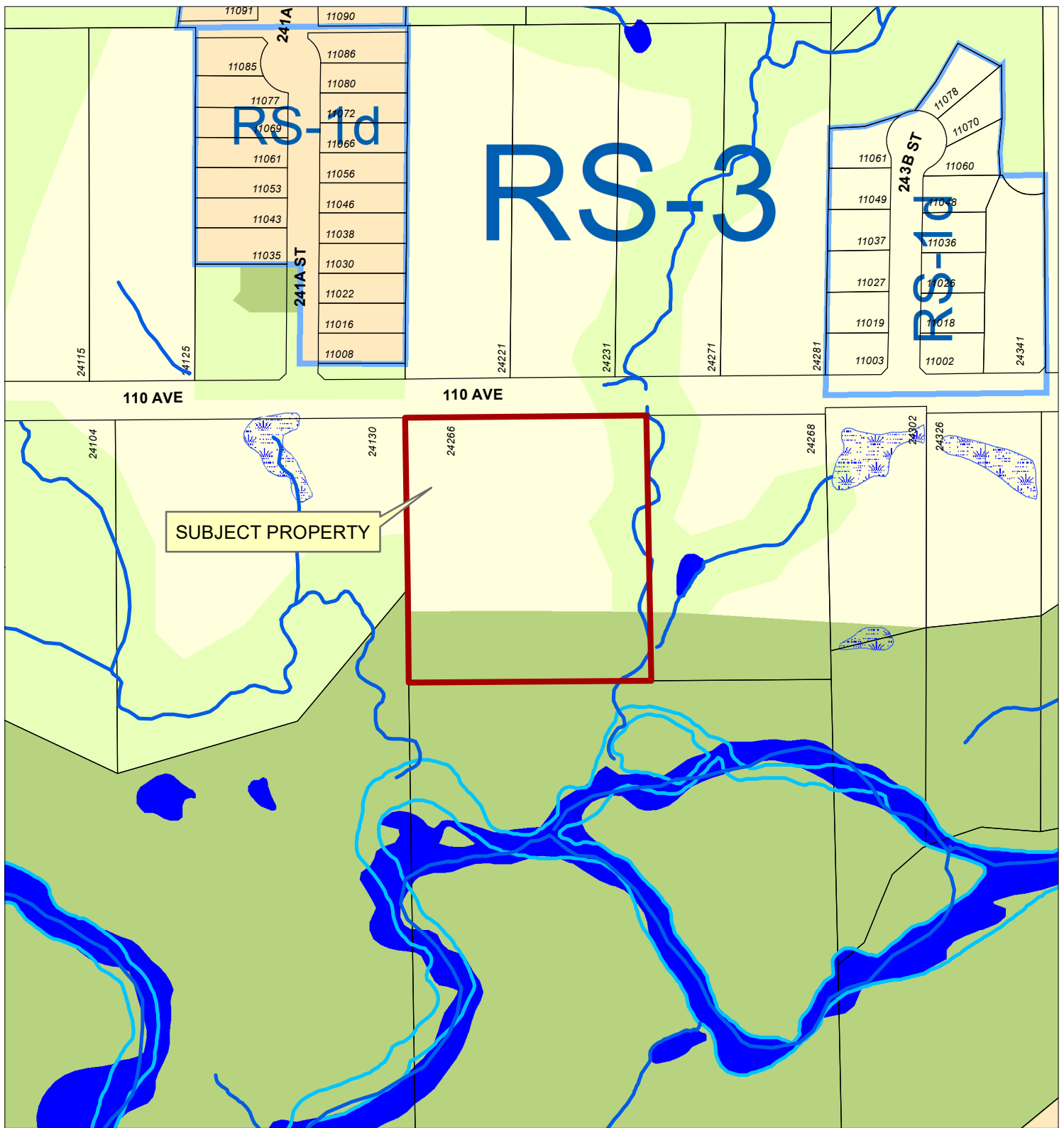


SOUTH FRASER LAND SURVEYING LTD.
 B.C. LAND SURVEYORS
 SUITE 202 - 19292 60th AVENUE
 SURREY, B.C. V3S 3M2
 TELEPHONE: 604 599-1886
 FILE: 211413PSD

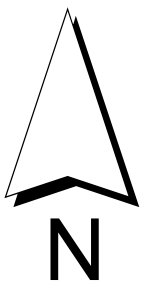
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 Certified correct this 29th day of JANUARY 2025

GENE PAUL NIKULA BCLS(803)






211413PSD



SUBJECT PROPERTY



Legend

-  Zoning Boundaries
-  LOW DENSITY RESIDENTIAL
-  LOW/MEDIUM DENSITY RESIDENTIAL
-  CONSERVATION
-  PARK

Scale: 1:2,500

24266 110 AVENUE
OCP & ZONING MAP

PLANNING DEPARTMENT



Maple Ridge

**CITY OF MAPLE RIDGE
BYLAW NO. 8032-2025**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the *Local Government Act* provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedules "A" & "C" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. Bylaw 8032-2025."

3. **Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan** is hereby amended for that parcel or tract of land and premises known and described as:

Lot 46 Section 10 Township 12 New Westminster District Plan 67469

and outlined in heavy black line on Map No. 8032-1 a copy of which is attached hereto and forms part of this bylaw, are hereby designated as shown.

4. **Schedule "C"** is hereby amended for that parcel or tract of land and premises known and described as:

Lot 46 Section 10 Township 12 New Westminster District Plan 67469

and outlined in heavy black line on Map No. 8032-2, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated as shown.

5. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the day of , 20 .

READ a second time the day of , 20 .

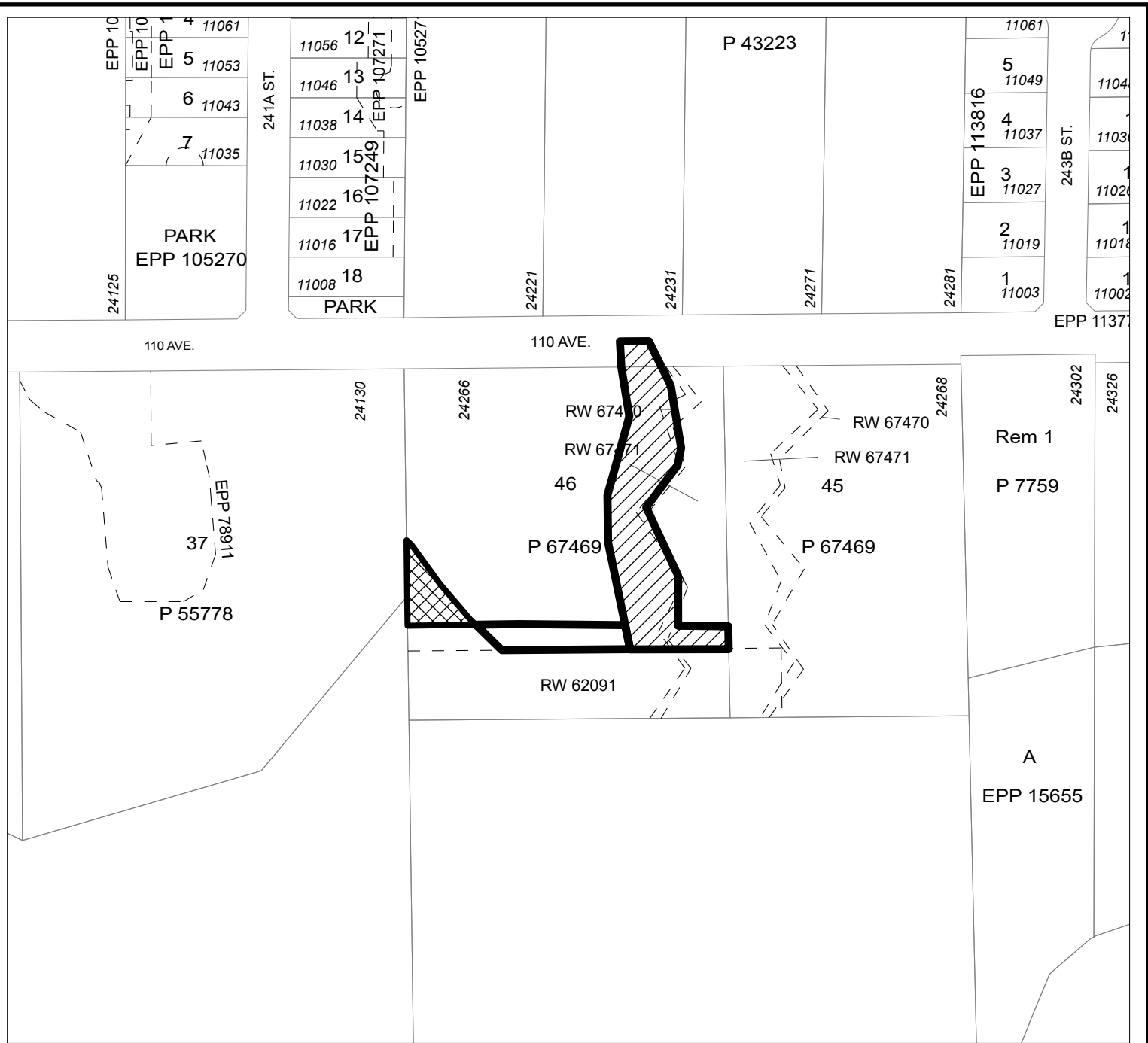
PUBLIC HEARING held the day of , 20 .

READ a third time the day of , 20 .

ADOPTED the day of , 20 .


PRESIDING MEMBER

CORPORATE OFFICER

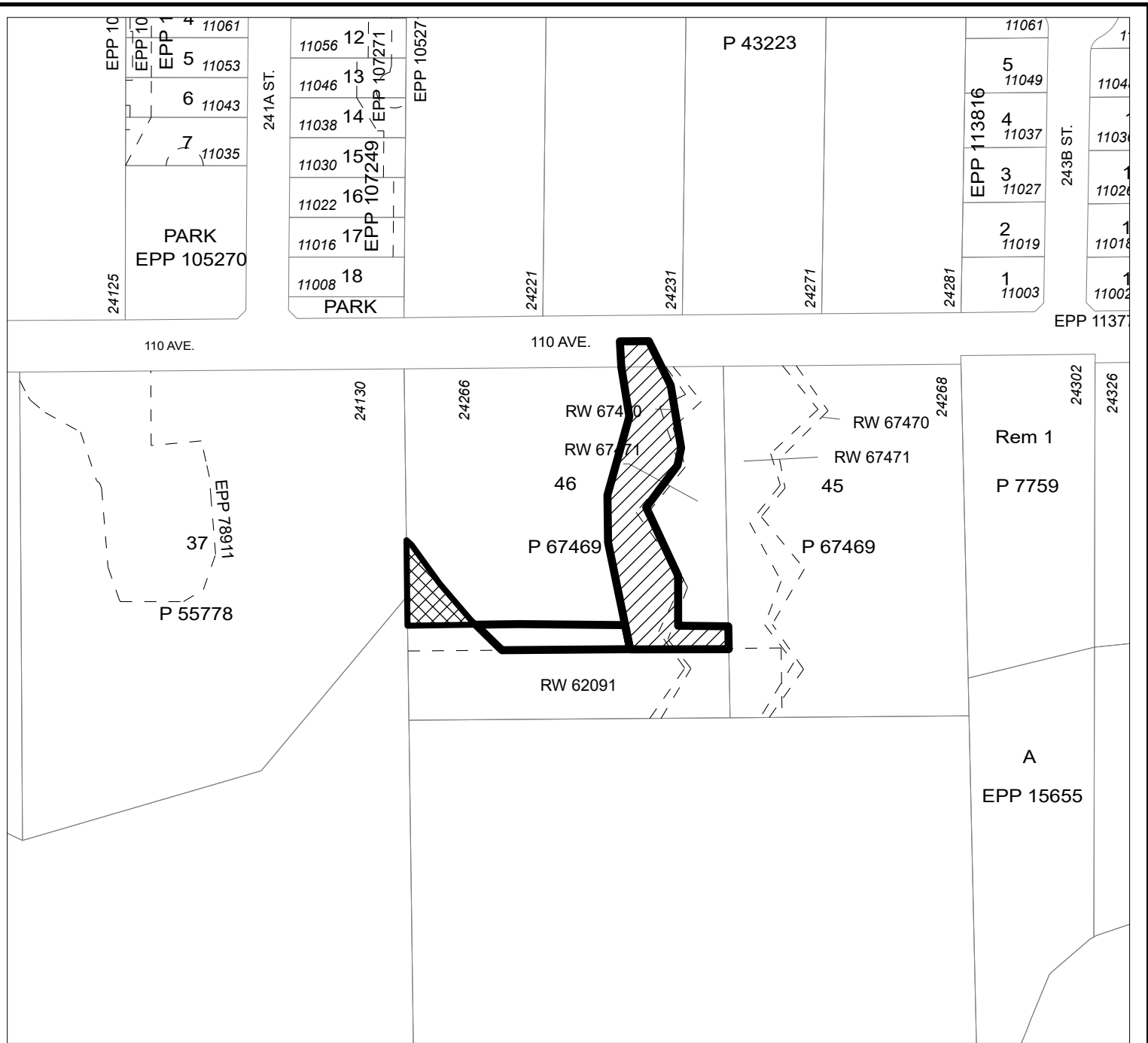


MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 8032-2025
 Map No. 8032-1
 From: Suburban Residential and Park

To:  Park  Suburban Residential
 Conservation

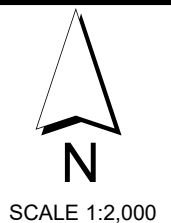




MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 8032-2025
 Map No. 8032-2
 Purpose: To Amend Schedule C As Shown

- Add To Park
- Add To Conservation
- Remove From Park



D. K. Bowins & Assoc. Inc.

Project Management, Development, Civil Engineering
Permit to Practice 1001710

August 27, 2024

City of Maple Ridge
11995 Haney Place
Maple Ridge BC
V2X 6A9

Attn: Erin Mark

Re: 24266 110 Avenue Development Information Meeting 2022-024-Rz

A development Information Meeting was held at the Albion Elementary School on Monday August 19 from 5:00 to 7:00 PM.

28 Notices were sent out to the neighbourhood and 2 Notices were advertised in the Maple Ridge News on August 09 and August 16, 2024.

One attendee was from Pitt Meadows who saw the ad in the Maple Ridge News while the other 2 attendees were local from the mail out Information Notice.

Pursuant to the Development Information Meeting Policy:

Part 1: Summary Notes and Minutes from the Meeting

The meeting was held as an Open House format with no formal presentation. The proposed Subdivision Layout, Site Servicing and Lot Grading Plans were displayed while other materials were available as resource information on the desk.

The only question that arose was the size of the proposed RS-1b lots and whether or not suites are included in the zone. The attendee across the road wanted to know what his development potential may be in the future.

No attendees left any formal comments and no emails were received about this development with the window of 3 working days and none have been received yet.

Part 2 Analysis of the Comment Sheets and Submitted Emails / Correspondence

No comments have been received.

D. K. Bowins & Assoc. Inc.

Project Management, Development, Civil Engineering
Permit to Practice 1001710

Part 3 Potential Resolution of Issues

N/A

Appendix A

See attached Attendance Sheet

Appendix B

N/A No Submitted Emails.



Don Bowins, P. Eng.

September 12, 2024

City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Attention: Erin Mark

Re: **File:** 2022-024-RZ
Legal: Lot: 46, Section: 10, Township: 12, Plan: NWP67469
Location: 24266 110 Avenue
From: RS-3 (Single Detached Rural Residential)
To: RS-1d (Single Detached (Half Acre) Residential) utilizing
the Albion Density Bonus to RS-1b zone sized lots

The proposed application would affect the student population for the catchment areas currently served by Blue Mountain Elementary and Garibaldi Secondary School.

Blue Mountain Elementary School has an operating capacity of 314 students. For the 2023-24 school year the student enrolment at Blue Mountain Elementary School was 314 students (100% utilization) including 60 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1050 students. For the 2023-24 school year the student enrolment at Garibaldi Secondary was 1006 students (96% utilization) including 267 students from out of catchment.

Based on the density estimates for the various land uses at build out the following would apply:

- For the construction of 9 single detached residential lots, the estimated number of school age residents is 5.

Sincerely,

**Richard
Rennie**

Digitally signed by
Richard Rennie
Date: 2024.09.14
18:03:23 -07'00'

Richard Rennie

Secretary Treasurer

The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows)

cc: Louie Giroto, Director, Facilities
Sam Elliott, Manager, Facilities Planning
Jovo Bikic, Assistant Superintendent
Rebecca Lyle, Executive Coordinator

Online application portal and streamlined permit process

Recommendation:

That the report dated March 25, 2025, titled “Online application portal and streamlined permit process” be received for information

Report Purpose and Summary Statement:

To provide council with an update on the new online application portal. This initiative is a piece of the overall Development Services Optimization project, which aims to make organization wide changes to technology, process, policy, and bylaws to streamline and expedite building and development permit processing times.

Strategic Alignment:

Liveable Community; Diversified, Thriving Economy; Governance & Corporate Excellence

Online application portal and streamlined permit process

BACKGROUND:

In August 2024, we began an 18-month project called Development Services Optimization. This project is essential for modernizing Maple Ridge's development processes and aligning them with the city's strategic goals. The improvements will attract top developers, stimulate economic growth, and help create a thriving, vibrant community. Deliverables of the overall project include:

- End to end process redesign for Building, Planning, Development, Engineering and Zoning
- Implementation of redesigned processes and workflows, including task automation where possible
- Policy and Bylaw review and simplification, making it easier for clients to understand requirements, to reduce confusion, delays and ensuring a smoother, more efficient experience for developers and residents
- Improved reporting capabilities

Throughout the duration of this 18-month project, we will implement incremental changes which will cumulatively result in significant transformation.

On March 10th, the city went live with an online application portal for citizens and developers to apply for a single permit type, new residential home building. This will quickly be followed by tenant improvements, then planning, development and engineering applications.

ANALYSIS:

Project Description:

The City of Maple Ridge is excited to announce the launch of an online building permit application portal. This initiative is complemented by a comprehensive overhaul of our internal processes, incorporating automated workflows and enabling concurrent digital plan reviews. Key benefits of this project include:

- Enhanced Transparency: Applicants can track the status of their applications in real-time via the portal, ensuring clarity and open communication.
- Improved processing speed through the implementation of:
 - Streamlined processes that reduce redundancy and expedite approval times.
 - Simultaneous digital reviews that allow for faster cross-departmental collaboration.
 - Automated workflows that optimize resource allocation and task completion.

Discussion:

The new online building permit application portal addresses several key challenges previously faced by both developers and city officials in the permit application process:

1. Lack of Transparency:

- **Problem:** Applicants often struggled with limited visibility into the status of their applications, leading to frequent inquiries and dissatisfaction.
- **Solution:** The portal provides real-time updates, giving applicants comprehensive access to the progress and status of their applications, reducing uncertainty and enhancing communication.

2. Inefficient Processing Times:

- **Problem:** Manual and segmented processes often resulted in delayed permits, slowing down development projects and creating bottlenecks.
- **Solution:** The integration of streamlined processes, simultaneous digital plan reviews, and automated workflows significantly accelerates processing times, facilitating quicker application turnaround.

3. High Administrative Burden:

- **Problem:** Managing a large volume of applications using traditional methods imposed a substantial workload on staff, increasing the likelihood of errors and inefficiencies.
- **Solution:** Automation reduces manual tasks, decreases the risk of error, and optimizes resource allocation, allowing staff to focus on more strategic activities.

4. Siloed Collaboration:

- **Problem:** Departments working in isolation could lead to miscommunication and delays due to the sequential nature of plan reviews.
- **Solution:** Concurrent digital reviews promote collaboration across departments, ensuring faster and more coherent decision-making processes.

This tool transforms the permitting process into a more transparent, efficient, and collaborative system, greatly benefiting both city operations and developers.

Strategic Alignment:

The online building permit application portal contributes to the strategic goals of a Liveable Community, a Diversified, Thriving Economy, and Governance & Corporate Excellence in the following ways:

1. Liveable Community:

- **Efficient Development Approvals:** Faster permit processing accelerates the time from application to construction, helping to bring projects to completion more quickly. This allows for timely development that aligns with community needs such as housing, amenities, and infrastructure.
- **Transparency and Engagement:** By giving residents and developers clear insight into the application process, the portal promotes trust and community involvement, encouraging developers to partner with community members in a collaborative development process.

2. Diversified, Thriving Economy:

- **Attracting Development:** An efficient and transparent permit process is attractive to developers looking for reliable municipal partners, thus encouraging more diverse types of projects and investments.
- **Streamlined Processes for Business Growth:** Reducing the time and effort needed for permit approvals allows businesses to focus more resources on expanding operations, fostering economic development and diversification within the community.
- **Promoting Innovation:** The use of digital tools and automated workflows positions the city as a forward-thinking, innovative place to do business, which can attract tech-savvy firms and industries.

3. Governance & Corporate Excellence:

- **Enhanced Operational Efficiency:** Automation and digital processes streamline internal operations, reducing costs and increasing the speed of services the city provides, which exemplifies high standards of corporate excellence.
- **Data-Driven Decision Making:** The portal provides valuable data on application trends and processing times, which can inform strategic planning and policy-making, enhancing governance effectiveness.
- **Accountability and Transparency:** Real-time updates and a clear view of application statuses demonstrate a commitment to transparency and accountability, key pillars in corporate governance.

Conclusion:

By providing this online portal, Maple Ridge not only advances its strategic goals but also reinforces its commitment to creating a vibrant, inclusive, and efficiently managed community.

Prepared by: Patricia Sagert, CIO

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Online application portal and streamlined permit processes.docx |
| Attachments: | |
| Final Approval Date: | Mar 17, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

Development Concierge Program – Pilot

Recommendation:

THAT Council approve the launch of the concierge pilot program and proposed implementation approach.

Report Purpose and Summary Statement:

The purpose of this report is to provide Council with an overview of the proposed concierge pilot program and its implementation approach, and to recommend approval for moving forward with its implementation.

Previous Council Action:

At the September 10, 2024, Workshop, Council received, discussed and provided feedback on a preliminary proposal for the implementation of a development approvals concierge program for strategically important projects.

Financial Impact:

The financial impact during the pilot is anticipated to be minimal, primarily involving the retention of a single, part-time resource to support project reviews.

Funding Source:

Pilot program staffing resources will be funded through the 2024 Housing Accelerator Fund.

Strategic Alignment:

Liveable Community; Diversified, Thriving Economy;

Communications:

A communications and marketing strategy will be developed to increase awareness of the new service offering and attract prospective applicants. This communications and marketing strategy will support a recruitment campaign in the short term, specifically for the launch of the pilot program.

To: Mayor and Council

The Development Approvals Concierge Service Pilot

BACKGROUND:

On September 10, 2024, Council received and discussed a proposal for the implementation of a development approvals concierge service for strategically important projects. During this discussion, Council provided feedback on key aspects of the proposed service, including eligibility criteria and the approach to service costing. Building on Council's input, feedback from targeted industry engagement, and a cross-jurisdictional analysis of other concierge services in municipalities across Canada, a preliminary concierge pilot program, tentatively named the Maple Ridge VeloCity Program Pilot, has been developed. This report outlines the key elements of the program pilot and the proposed implementational approach.

ANALYSIS:

The concierge program pilot has been designed to facilitate and advance strategically important development projects that support the City's housing and broader growth goals. The program will achieve this by providing eligible projects access to an enhanced development approvals process, including tailored guidance throughout the application process and an expedited review approach.

As the program is one of the first of its kind in British Columbia and new to the City of Maple Ridge, a soft launch in the form of a 2-phased pilot is proposed to ensure better understanding of the service need and other key considerations before full implementation. The pilot will run from April 2025 to October 2026, with two expected project intakes. Insights gained from the pilot will inform the refinement and full rollout of the program.

At the conclusion of the pilot, program findings and a proposed implementation plan for the full program rollout will be presented to Council for consideration and awareness.

The concierge pilot program description:

The key elements of the concierge program pilot are described below:

Phased Implementation: The concierge program pilot will be implemented in two phases. Phase 1, running from April to September 2025 and Phase 2 running from September 2025 to September 2026. At the end of each phase, the service model, uptake and performance will be evaluated to determine necessary adjustments for the subsequent phase and to inform the full rollout of the program tentatively scheduled for October 2027.

Program Description: The concierge program will provide comprehensive, tailored support throughout the development approvals process, offering personalized guidance proponents for their project. The program pilot is designed to ensure a streamlined and efficient experience for clients, emphasizing responsiveness, clear communication, and adaptability to the unique needs of each project. The assigned concierge to each project will act as a dedicated point of contact, supporting clients at every stage of the approvals process, and facilitating any challenges that may arise along the way in collaboration with a cross-department review team.

Program Scope: The pilot is inclusive of all planning-related development approvals and stages (e.g., development permits, zoning applications, variance permits, subdivision approvals) except the building permit application and approvals process.

Program Fees: For both phases of the pilot, program fees will be waived to encourage interest and participation. This approach offers applicants a low-risk opportunity to test and benefit from the new program, while enabling staff to capture valuable insights into the value of the program and the costs associated with delivering enhanced service levels. It is anticipated that the full implementation of the program, at a minimum, will aim for full cost recovery for staff time and any additional resources required, and may also involve a value-based model where program fees are aligned with the level of value provided. For example, a monthly fee structure could be considered, with higher total cost resulting from longer or more complex projects.

Project Selection: Phase 1 recruitment will be by invitation only, focusing on developers who are already navigating (or are about to begin) the City's development approvals process. This intake will also include invitation to developers impacted by the Bus Rapid Transit freeze on Lougheed Highway to help mitigate potential impacts from the development pause. Recruitment for both pilot phases will prioritize projects at different stages of the approvals process, enabling a more comprehensive assessment of the need and demand across various scenarios. For phase 2, it is expected that program intake will be done via a broader call-out.

Project Types and Eligibility: Acceptance into the pilot will be at the discretion of program administrators. Potential projects will be evaluated based on range of factors such as scale, community impact, strategic alignment, and development type. Minimum recommended thresholds for different project types have been established and are intended as guidelines to support decisions regarding program acceptance. This approach provides flexibility in evaluating each project relative to the City's project pipeline, evolving development needs, and staffing capacity, while still providing a consistent set of qualification criteria. A project evaluation matrix has been developed to guide the case-by-case assessment of projects, ensuring the program remains adaptable to Maple Ridge's changing needs.

The following is a high-level framework for the scope of eligible projects and other qualifying considerations.

| Eligible Project Types | Qualifying Considerations |
|---|---|
| <ul style="list-style-type: none"> • Industrial • Commercial • Mixed-Use • High density residential in priority development areas • Affordable housing | <ul style="list-style-type: none"> • Project size • Employment impact • Economic impact • Location (LTCAP, Town Centre) • Environmental standards • Capital investment • Alignment with Council’s strategic objectives, or key employment sectors as identified in the City’s Economic Development and Investment Attraction strategies. – tourism, film, high tech, agri-business, advanced manufacturing |

Staffing Structure: There are two primary staffing components to the concierge program pilot:

- 1) *Concierge Service:* Working in collaboration with a file manager, the assigned concierge will provide an enhanced level of client relationship management, ensuring proactive and tailored engagement. While the file manager focuses on the day-to-day project management of each pilot project, the concierge will oversee the overall client experience. The level and type of support provided by the concierge will vary depending on the project and the experience of the proponent. Examples of support include assisting with permit applications and submissions, interpreting bylaws and regulatory requirements, and providing guidance on navigating the approvals process as a single point of contact.
- 2) *Cross Department Review Team:* The cross-department review team, comprised of planners, engineers, and other support staff, will coalesce and lead the application review process. Convening outside of the routine project review stream, the review team approach offers a unique review process for pilot projects allowing for the prioritization of these projects and the facilitation of more efficient collaboration during project peaks. While this staffing model enables the priority review of certain projects, it is predicated on the notion that a more efficient deployment of staffing resources can help streamline the review process for both pilot and non-pilot projects by reducing bottlenecks in the review queue.

Staffing Funding Approach: The staffing model for phase 1 of the pilot will rely on an existing Full-Time Employee to manage the concierge function. As the primary client-facing liaison, the concierge function will be led by a seasoned staff member with in-depth knowledge of the City’s development-related regulatory processes, along with the authority to mobilize resources, facilitate decisions, and drive discussions independently. To ensure adequate coverage and capacity for project reviews within the Engineering Department, it is proposed that an additional resource, in the form of a consultant, be retained there on an as-needed basis to address any short-term increases in workload. This resource will be funded through the Housing Accelerator Fund.

As demand grows, Phase 2 may require the addition of more dedicated resources, including a dedicated concierge and potentially other approvals staff, to ensure continued effective service delivery. The proposed staffing model allows scaling staffing as needed throughout the pilot's duration. The costs associated with this additional resource will be recovered through future fees charged to participate in the program.

Strategic Alignment:

The Maple Ridge concierge program pilot aligns with several key strategic initiatives aimed at optimizing the development approvals process and advancing the City's housing and growth goals. The service complements the City's on-going Comprehensive Development Service Optimization project, which seeks to streamline approvals for all development and building permit applications. It also aligns with the recently launched Certified Professional Program, which enables building permit applicants access to industry experts to help augment and expedite the building permit review process.

The implementation of this program is also a key initiative under Council's OKR (Objectives and Key Results) of "Securing 30 below-market housing units by the end of 2025". Additionally, the City's Draft Housing Strategy recognizes the development of a concierge program as a strategy to reduce development approval timelines, directly contributing to Council's OKRs of "Increasing housing supply by 2.5% by Q3 2026" and "Increasing the multi-unit housing portion of building stock by 4% by Q4 2026."

The concierge program was included in the City's application and successful bid for the 2024 Housing Accelerator Fund, and aligns with CMHC's best practices. Given the success of similar services in other jurisdictions, the concierge service is expected to support Council's Strategic Objective of "Attracting, retaining, and expanding business investment to diversify the tax base and increase local employment."

Financial Impact:

For the first phase of the pilot, costs are anticipated to be minimal, as the concierge function will be primarily fulfilled by existing staff. In the immediate short term, the main program related costs will be related to engaging a consultant on an as-needed basis to assist with project reviews during peak workload periods. In Phase 2 of the pilot and beyond, as demand for the program increases, additional staffing resources, including the potential for a dedicated concierge, may be funded through the Housing Accelerator Fund, and ultimately the fees charged to program participants.

Following the completion of the pilot, should a staff recommendation be made to continue with the program as an ongoing service (either for a temporary period or permanently), the financial impact of a continuing concierge will be brought forward for Council's consideration and direction in the relevant budget and business plan.

Applicable Legislation/Bylaw/Policy:

The launch of the concierge program pilot does not require changes to any bylaw or legislation.

CONCLUSION:

In conclusion, the implementation of the Concierge Program pilot will enhance and streamline the development approvals process, position the City as a preferred destination for investment, and demonstrate the City's commitment to working collaboratively with developers to achieve high-impact, high-value growth, and help advance the City's objective and goals related to housing and development.

Prepared by: Georgia Gerontas, Manager, Strategic Policy
and Programs

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Development Concierge Program - Pilot.docx |
| Attachments: | |
| Final Approval Date: | Mar 19, 2025 |

This report and all of its attachments were approved and signed as outlined below:

James Stiver, Director of Planning and Building

Zvi Lifshiz, Director Strategic Development, Communications & Public Engagement

Corinn Howes, Deputy Corporate Officer

Scott Hartman, Chief Administrative Officer

Update on Recreation Services Fees and Charges for 2025

Recommendation:

THAT Council receive the report titled “Update on Recreation Services Fees and Charges for 2025” dated March 25, 2025, for information.

Report Purpose and Summary Statement:

This report provides an update on the proposed Recreation Services fee changes for 2025. It highlights the adjustments needed to ensure service fees remain current.

Previous Council Action:

The most recent update to fees and charges for Recreation Services occurred in January 2024.

Financial Impact:

Increases in fees for Recreation Services will support improved cost recovery from users of existing services, while keeping services accessible and affordable for vulnerable community members.

Strategic Alignment:

Governance & Corporate Excellence

Communications:

Communication of updated fee schedules will commence once the Fees & Charges Bylaw 7575-2019 omnibus report is brought forward for Council consideration and after final adoption, should it be supported.

Applicable Legislation/Bylaw/Policy:

Fees for Recreation Services are currently administered through “Maple Ridge Fees & Charges (Consolidated) Bylaw No. 7575-2019”.

To: Mayor and Council

File number: 01-0640-30-2025

Update on Recreation Services Fees for 2025

BACKGROUND:

The City of Maple Ridge charges fees for various community recreation services, including admissions, rentals rates for arena, fairground, halls, pools, fields, courts, shelters and event trailer.

Recreation Services fees were last updated in January 2024 as part of the “Maple Ridge Fees & Charges (Consolidated) Bylaw No. 7575-2019”.

The proposed changes to the Recreations Services fees and charges were presented to and reviewed by the Parks, Recreations, and Culture Advisory Committee in Fall of 2024.

ANALYSIS:

Discussion

The Recreation Services team reviewed two aspects of fees and charges, the first reviewed the categories of the age groups in each fee type and the second being actual fees charged relative to municipal comparators.

Changes to Age Categories within Recreation Fees and Charges

Staff are recommending the following changes to the age categories within the Recreation Fees and Charges:

| Old Categories | New Categories |
|---|---|
| | Preschoolers (0-4 Years) - Free |
| Child (3-12 Years) – \$3.11 | Child (5-12 Years) - \$3.17 |
| Youth (13-18 Years) - \$4.18 | Youth (13-18 Years) - \$4.27 |
| Student - \$4.18 | Student (19+) - \$4.27 |
| Adult (19-59 Years) + Tot (0-3 Years) - \$6.11 | Adult (19-59 Years) - \$6.29 |
| Senior 1 (60-74 Years) - \$4.18 | Senior 1 (60-64 Years) - \$4.27 |
| Senior 2 (75-79 Years) – \$2.09 | Senior 2 (65-79 Years) - \$2.13 |
| Super Senior (80+ Years) - Free | Super Senior (80+ Years) - Free |
| Family – Up to two parents/caregivers and their dependents under the age of 19 yrs living in the same household - \$11.18 | Family – Up to two parents/caregivers and their dependents under the age of 19 yrs living in the same household - \$11.74 |

There are three main elements that make up the rationale for the proposed fee category changes.

- To align with school age structure for preschool and children.
- To distinguish Maple Ridge from other municipalities, for instance other cities charge admissions for children aged 0-12 years, Maple Ridge is one of the few proposing 0-4 years for free to help support families with very young children.
- To reduce rates for seniors 65-79 years. Senior admission rates have been adjusted for those aged 65 - 79 years, reducing from \$4.18 to \$2.13, to help support retired residents who may be on fixed incomes.

Changes to Recreation Fees and Charges

Proposed changes to Recreation Services are based on a regional analysis of admissions and rentals in the lower mainland in 2024. Based on the analysis of neighbouring municipalities, staff are recommending the following changes to the Recreation Fees & Charges Bylaw:

Fees near market average and proposed to be increased by 2%, include:

Memberships & Admissions

- Child
- Youth
- Adult

Fees below market average and proposed to be increased by 5%, include:

Memberships & Admissions

- Family rates

Rentals

- Multi-use room
- Ice - Prime + Non-Prime
- Ice – Junior B
- Dry Floor – Adult Non-Profit
- Fields – Commercial, Special Event, Regular Use
- Fairground – Barns, Grounds and Showrings
- 25 Metre lanes at Maple Ridge Leisure Centre

Fees above market average and proposed to not increase, include:

Memberships & Admissions

- 1 Year Membership

Rentals

- Kitchens – Fairgrounds, Hammond Hall, Whonnock Lake, Albion Community Centre
- Outdoor Pool – Non-Resident

Admission fees for drop-in skating visits have been updated to be the same for all drop-in admission rates at recreation centres including the 2% inflationary increase. This improves consistency of drop-in rates across services as there was no rationale for different rates for different types of drop-in admissions.

No inflationary adjustment has been proposed for sports field annual user contributions. These fees require sports clubs to pay an amount per registrant (e.g., a soccer club with 15 players pays a fee for each player to participate at the sports field). The charge is levied on an annual basis at the following rates:

- Fall/Winter Clubs – per registrant - \$30.00
- Summer/Spring clubs – per registrant - \$15.00.

In June 2019, Council received a report on changes to fees and charges regarding sports field annual user contributions and kept fees static, to ensure rates are affordable and encourage youth and adults to participate in sports clubs. Therefore, this fee will have no change in the schedule.

Changes to Fees and Charges Bylaw 7575-2019 Notes

Staff will propose when the omnibus bylaw amendment is brought forward that the Fees and Charges Policy be retracted as key pieces will now be included in Fees and Charges Bylaw.

Key changes to notes with respect to the Recreation Services schedule in the updated bylaw will include:

| Current Notes | Proposed Notes |
|--|--|
| New rates take effect January of the noted year. | Rate increases come into effect January 1 of each year. |
| If no new rate is identified, the most recently stated rate will continue to be applied. | If no new rate is identified, the most recently stated rate will continue to be applied. |
| All fees are exclusive of tax, which will be added, if applicable. | All fees are exclusive of tax, which will be added, if applicable. |
| Non-prime time rates will be a 50% reduction of the regular rates and applied to all hours outside of the prime-time windows listed below: Monday – Friday 5:00pm – 9:00pm Saturday/Sunday 8:00am – 9:00am | Non-prime time rates will be a 50% reduction of the regular rates and applied to all hours outside of the prime-time windows listed below: Arenas (Always existed just not included in the Bylaw) Monday – Friday 6:00pm – 11:00pm Saturday/Sunday 8:00am – 11:00am All Other Facilities Monday – Friday 5:00pm – 9:00pm Saturday/Sunday 8:00am – 9:00am |

| | |
|--|--|
| | Super Senior Rates are only available to Maple Ridge Residents. |
| | Student Rates are only available to those who provide proof of full-time enrollment (3+ Courses). |
| | Non-prime time rates are not applicable to Commercial and Non-Resident fees. |
| | <p>Facility Fee Category Definitions:</p> <ul style="list-style-type: none"> • Youth/Senior Non-Profit: Facility fees for a non-profit community or sport association where the majority of participants are youth or seniors. • Adult Non-Profit: Facility fees for a non-profit community or sport association where the majority of participants are adults. • Private: Facilities fees for an activity or booking that is not open to the general public where the Renter resides in Maple Ridge. • Commercial: Facility fees for a business or where the activity object is to gain profit. • Non-Resident: Facility fees for an activity or booking where the Renter does not reside in Maple Ridge. |

Strategic Alignment:

This supports Council’s priority of Governance and Corporate Excellence by adjusting the Recreation Services fees within the consolidated “Maple Ridge Fees and Charges Bylaw No. 7575-2019”.

Financial Impact:

Updating fees and charges improves cost recovery and aligns with increases in service delivery costs, labour rates, inflation, and sector trends, reflecting best practices in local government.

Applicable Legislation/Bylaw/Policy:

Fees for Recreation Services are currently administered through “Maple Ridge Fees & Charges (Consolidated) Bylaw No. 7575-2019”.

CONCLUSION:

This report presents proposed changes to Recreation Services fees for 2025. It forms part of a series of reports to update the "Maple Ridge Fees and Charges Bylaw No. 7575-2019", ensuring departmental fees and charges are aligned, transparent and support improved cost recovery.

Prepared by: Cidalia Martin, Director of Recreation
Services

Attachments: Attachment A – Proposed Recreation Services Fees for 2025

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Update on Recreation Services Fees for 2025.docx |
| Attachments: | - Attachment A – Comparison of Fees and Charges.pdf |
| Final Approval Date: | Mar 19, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Phil Sanderson, Manager of Corporate Strategy & Business Transformation

Cidalia Martin, Director of Recreation Services

Corinn Howes, Deputy Corporate Officer

Scott Hartman, Chief Administrative Officer

ATTACHMENT A – Comparison of Fees and Charges

Proposed Admission Fees for 2025

| Old Structure | New Structure | Current Fee | Proposed Fee |
|------------------------------|------------------------------|--------------------|---------------------|
| Preschool (0-3 Years) | Preschool (0-4 Years) | | |
| Single | | Free | Free |
| Child (3-12 Years) | Child (5-12 Years) | | |
| Single | | \$3.11 | \$3.17 |
| 10 Pass | | \$26.62 | \$27.15 |
| 20 Pass | | \$49.69 | \$50.69 |
| 1 Month | | \$27.96 | \$28.52 |
| 3 Months | | \$74.54 | \$76.03 |
| 1 Year | | \$247.95 | \$247.95 |
| Youth (13-18 Years) | Youth (13-19 Years) | | |
| Single | | \$4.18 | \$4.27 |
| 10 Pass | | \$35.80 | \$36.52 |
| 20 Pass | | \$66.83 | \$68.17 |
| 1 Month | | \$37.60 | \$38.35 |
| 3 Months | | \$100.25 | \$102.25 |
| 1 Year | | \$333.45 | \$333.45 |
| Student | Student (19+ Years) | | |
| Single | | \$4.18 | \$4.27 |
| 10 Pass | | \$35.80 | \$36.52 |
| 20 Pass | | \$66.83 | \$68.17 |
| 1 Month | | \$37.60 | \$38.35 |
| 3 Months | | \$100.25 | \$102.25 |
| Adult (19-59 Years) | Adult (19-59 Years) | | |
| Single | | \$6.11 | \$6.29 |
| 10 Pass | | \$52.33 | \$53.37 |
| 20 Pass | | \$97.68 | \$99.63 |
| 1 Month | | \$54.95 | \$56.05 |
| 3 Months | | \$146.51 | \$149.44 |
| 1 Year | | \$487.35 | \$487.35 |

| Old Structure | New Structure | Current Fee | Proposed Fee |
|---------------------------------|---------------------------------|--------------------|---------------------|
| Senior 1 (60-74 Years) | Senior 1 (60-64 Years) | | |
| Single | | \$4.18 | \$4.27 |
| 10 Pass | | \$35.80 | \$36.52 |
| 20 Pass | | \$66.83 | \$68.17 |
| 1 Month | | \$37.60 | \$38.35 |
| 3 Months | | \$100.25 | \$102.25 |
| 1 Year | | \$333.45 | \$333.45 |
| Senior 2 (75-79 Years) | Senior 2 (65-79 Years) | | |
| Single | | \$2.09 | \$2.13 |
| 10 Pass | | | \$18.26 |
| 20 Pass | | | \$34.08 |
| 1 Month | | \$37.60 | \$19.17 |
| 3 Months | | \$100.25 | \$51.13 |
| 1 Year | | \$333.45 | \$166.73 |
| Super Senior (80+ Years) | Super Senior (80+ Years) | | |
| Single | | Free | Free |
| Family | Family | | |
| Single | | \$11.18 | \$11.74 |
| 10 Pass | | \$100.43 | \$105.45 |
| 20 Pass | | \$178.90 | \$187.84 |
| 1 Month | | \$105.45 | \$110.72 |
| 3 Months | | \$281.20 | \$295.26 |
| 1 Year | | \$935.37 | \$935.37 |
| Drop-In Skating - Single | | | |
| Preschool (0-3 Years) | Preschool (0-4 Years) | Free | Free |
| Child (3-12 Years) | Child (5-12 Years) | \$3.05 | \$3.17 |
| Youth (13-18 Years) | Youth (13-19 Years) | \$4.11 | \$4.27 |
| Student | Student (19+ Years) | \$4.11 | \$4.27 |
| Adult (19-59 Years) | Adult (19-59 Years) | \$5.55 | \$6.29 |
| Senior 1 (60-74 Years) | Senior 1 (60-64 Years) | \$4.11 | \$4.27 |
| Senior 2 (75-79 Years) | Senior 2 (65-75 Years) | \$4.11 | \$2.13 |
| Super Senior (80+ Years) | Super Senior (80+ Years) | Free | Free |
| Family | Family | \$9.77 | \$11.74 |

| Old Structure | New Structure | Current Fee | Proposed Fee |
|--|--------------------------|--------------------|---------------------|
| Outdoor Pool Admission - Single | | | |
| Preschool (0-3 Years) | Preschool (0-4 Years) | Free | Free |
| Child (3-12 Years) | Child (5-12 Years) | \$1.90 | \$1.90 |
| Youth (13-18 Years) | Youth (13-19 Years) | \$1.90 | \$1.90 |
| Student | Student (19+ Years) | \$1.90 | \$1.90 |
| Adult (19-59 Years) | Adult (19-59 Years) | \$2.86 | \$2.86 |
| Senior 1 (60-74 Years) | Senior 1 (60-64 Years) | \$1.90 | \$1.90 |
| Senior 2 (75-79 Years) | Senior 2 (65-75 Years) | \$1.90 | \$1.90 |
| Super Senior (80+ Years) | Super Senior (80+ Years) | Free | Free |

Proposed Arena Fees for 2025

All rates are listed hourly

| | Current Fee | Proposed Fee |
|-------------------------------|--------------------|---------------------|
| Ice - Prime Time | | |
| Youth/Senior Non-Profit | \$118.18 | \$122.90 |
| Adult Non-Profit | \$177.26 | \$184.35 |
| Private | \$295.42 | \$301.33 |
| Commercial | \$326.64 | \$333.18 |
| Non-Resident | \$315.99 | \$322.31 |
| Ice - Non-Prime Time | | |
| Youth/Senior Non-Profit | \$86.90 | \$90.38 |
| Adult Non-Profit | \$132.95 | \$138.26 |
| Private | \$221.56 | \$226.00 |
| Commercial | \$252.19 | \$264.80 |
| Non-Resident | \$236.99 | \$241.73 |
| Dry Floor - Prime Time | | |
| Youth/Senior Non-Profit | \$44.91 | \$45.81 |
| Adult Non-Profit | \$67.37 | \$70.74 |
| Private | \$112.28 | \$114.53 |
| Commercial | \$149.52 | \$152.51 |
| Non-Resident | \$134.49 | \$137.18 |
| Ice - Junior B | | |
| Prime Time/Games | \$123.80 | \$126.27 |
| Non-Prime/Practices | \$92.86 | \$94.72 |

Proposed Fairground Fees for 2025

Stage included at no-charge when booking grounds

All rates are hourly

| | Current Fee | Proposed Fee |
|--------------------------------|--------------------|---------------------|
| Barns | | |
| Youth/Senior Non-Profit | \$8.49 | \$8.91 |
| Adult Non-Profit | \$12.73 | \$13.37 |
| Private | \$21.23 | \$21.65 |
| Commercial | \$23.35 | \$23.81 |
| Non-Resident | \$25.47 | \$25.98 |
| Grounds & Showrings | | |
| Youth/Senior Non-Profit | \$7.43 | \$7.80 |
| Adult Non-Profit | \$11.14 | \$11.70 |
| Private | \$18.57 | \$18.95 |
| Commercial | \$20.43 | \$21.45 |
| Non-Resident | \$22.29 | \$23.40 |

Proposed Field Fees for 2025

All rates are hourly

| | Current Fee | Proposed Fee |
|--------------------------------|--------------------|---------------------|
| Youth/Senior Non-Profit | | |
| Artificial Turf | | |
| Commercial | \$24.33 | \$25.55 |
| Special Event | \$6.09 | \$6.39 |
| Class A | | |
| Commercial | \$23.63 | \$24.11 |
| Special Event | \$5.61 | \$5.72 |
| Class B | | |
| Commercial | \$17.61 | \$17.96 |
| Special Event | \$4.41 | \$4.49 |
| Class C | | |
| Commercial | \$5.88 | \$5.99 |
| Special Event | \$1.47 | \$1.50 |
| Adult Non-Profit | | |
| Artificial Turf | | |
| Commercial | \$24.33 | \$25.55 |
| Special Event | \$18.81 | \$19.76 |
| Regular Use | \$14.01 | \$14.71 |
| Class A | | |
| Commercial | \$23.63 | \$24.11 |
| Special Event | \$17.41 | \$17.76 |
| Regular Use | \$12.95 | \$13.60 |
| Class B | | |
| Commercial | \$17.61 | \$17.96 |
| Special Event | \$12.25 | \$12.50 |
| Regular Use | \$7.12 | \$7.48 |
| Class C | | |
| Commercial | \$5.88 | \$5.99 |
| Special Event | \$2.95 | \$3.01 |

| | Current Fee | Proposed Fee |
|--|--------------------|---------------------|
| Local, Private or Political (Hourly) | | |
| Artificial Turf | \$24.33 | \$25.54 |
| Class A | \$23.63 | \$24.11 |
| Class B | \$17.61 | \$17.96 |
| Class C | \$5.88 | \$5.99 |
| Commercial (Hourly) | | |
| Artificial Turf | \$26.76 | \$28.10 |
| Class A | \$26.76 | \$28.10 |
| Class B | \$19.93 | \$20.93 |
| Class C | \$6.66 | \$6.99 |
| Non-Resident | | |
| Artificial Turf | \$30.59 | \$32.12 |
| Class A | \$29.71 | \$30.31 |
| Class B | \$25.15 | \$25.66 |
| Class C | \$8.74 | \$8.92 |
| Sports Field User Annual Contribution | | |
| Fall/Winter Clubs - per registration | \$30.00 | \$30.00 |
| Spring/Summer Clubs - per registration | \$15.00 | \$15.00 |

Proposed Hall Fees for 2025

Non-Prime time rates will be a 50% reduction of the regular rates.

Facility rates are hourly

Kitchen rates are daily

| | Current Fee | Proposed Fee |
|---|--------------------|---------------------|
| Great Hall - Albion Community Centre | | |
| Youth/Senior Non-Profit | \$50.34 | \$51.34 |
| Adult Non-Profit | \$75.50 | \$77.01 |
| Private | \$125.84 | \$128.35 |
| Commercial | \$256.53 | \$261.66 |
| Non-Resident | \$242.08 | \$246.92 |
| Hammond Hall - Hourly | | |
| Youth/Senior Non-Profit | \$26.49 | \$27.81 |
| Adult Non-Profit | \$39.74 | \$41.73 |
| Private | \$66.23 | \$67.55 |
| Commercial | \$91.70 | \$96.28 |
| Non-Resident | \$81.27 | \$82.90 |
| Whonnock Hall - Hourly | | |
| Youth/Senior Non-Profit | \$86.54 | \$88.27 |
| Adult Non-Profit | \$129.82 | \$132.41 |
| Private | \$216.35 | \$220.68 |
| Commercial | \$256.53 | \$269.35 |
| Non-Resident | \$242.08 | \$246.92 |
| Kitchen | | |
| Fairgrounds, Hammond Hall, Whonnock Lake, Albion Community Centre | | |
| Youth/Senior Non-Profit | \$35.54 | \$35.54 |
| Adult Non-Profit | \$53.33 | \$53.33 |
| Private | \$88.86 | \$90.64 |
| Commercial | \$125.16 | \$127.67 |
| Non-Resident | \$125.16 | \$127.67 |

Proposed Pool Fees for 2025

All rates are listed hourly
 Competition & Teach Pool rates are per lane
 Hammond Pool rates are for the entire pool

| | Current Fee | Proposed Fee |
|--|--------------------|---------------------|
| Competition/Teach Pool (Per Lane) | | |
| Swim Club - Competition Pool | \$6.08 | \$6.38 |
| Swim Club - Teach Pool | \$5.17 | \$5.43 |
| Youth/Senior Non-Profit | \$10.58 | \$11.11 |
| Adult Non-Profit | \$15.87 | \$16.66 |
| Private | \$26.46 | \$26.99 |
| Commercial | \$34.60 | \$35.29 |
| Non-Resident | \$31.35 | \$31.98 |
| Hammond Pool (Whole Pool) | | |
| Swim Club | \$20.69 | \$21.72 |
| Youth/Senior Non-Profit | \$27.84 | \$29.23 |
| Adult Non-Profit | \$41.75 | \$43.84 |
| Private | \$69.58 | \$70.98 |
| Commercial | \$77.77 | \$81.66 |
| Non-Resident | \$70.89 | \$72.31 |

Proposed Room Fees for 2025

Non-Prime time rates will be a 50% reduction of the regular rates.

Rooms are listed hourly

| | Current Fee | Proposed Fee |
|--|--------------------|---------------------|
| Multi-Purpose Room (capacity 1-15) | | |
| Youth/Senior Non-Profit | \$4.74 | \$4.98 |
| Adult Non-Profit | \$7.10 | \$7.46 |
| Private | \$11.83 | \$12.42 |
| Commercial | \$14.53 | \$15.26 |
| Non-Resident | \$14.53 | \$15.26 |
| Multi-Purpose Room (capacity 15-30) | | |
| Youth/Senior Non-Profit | \$9.46 | \$9.93 |
| Adult Non-Profit | \$14.20 | \$14.91 |
| Private | \$23.66 | \$24.84 |
| Commercial | \$29.05 | \$30.50 |
| Non-Resident | \$29.05 | \$30.50 |
| Multi-Purpose Room (capacity 40-60) | | |
| Youth/Senior Non-Profit | \$12.42 | \$13.04 |
| Adult Non-Profit | \$18.64 | \$19.57 |
| Private | \$31.06 | \$32.61 |
| Commercial | \$37.35 | \$39.22 |
| Non-Resident | \$34.25 | \$35.96 |
| Multi-Purpose Room (capacity 60-80) | | |
| Youth/Senior Non-Profit | \$14.64 | \$15.37 |
| Adult Non-Profit | \$21.96 | \$23.06 |
| Private | \$36.59 | \$38.42 |
| Commercial | \$50.78 | \$53.32 |
| Non-Resident | \$47.63 | \$50.01 |
| Gymnasium | | |
| Youth/Senior Non-Profit | \$49.35 | \$51.82 |
| Adult Non-Profit | \$74.02 | \$77.72 |
| Private | \$123.37 | \$129.54 |
| Commercial | \$154.31 | \$162.03 |
| Non-Resident | \$132.64 | \$139.27 |

| | Current Fee | Proposed Fee |
|--|--------------------|---------------------|
| Miscellaneous | | |
| Park Shelter (day rate) | \$73.50 | \$77.18 |
| Event Trailer (day rate) | \$147.31 | \$147.31 |
| Tennis/Sport Court (Commercial) | \$15.75 | \$16.54 |
| Tennis/Sport Court (Special Event) - YNP | | \$5.81 |
| Tennis/Sport Court (Special Event) - ANP | | \$8.72 |

Update on Filming Fees for 2025

Recommendation:

THAT Council receives the report titled “Update on Filming Fees for 2025” dated March 25, 2025, for information.

Report Purpose and Summary Statement:

This report provides an overview of proposed updates to fees related to film productions filming in Maple Ridge. The fees and charges support revenue generation from providing access to Maple Ridge facilities and amenities to production companies and networks producing film and television projects.

Previous Council Action:

Council adopted the Maple Ridge Fees and Charges Bylaw No. 7573-2019 in 2020 to bring most departmental fees under one bylaw. Council received a related staff report on fees for police services and general administration on March 4, 2025, and an update on Recreation Services Fees on March 25, 2025. Council noted in those staff reports that updates would be brought forward on 2025 fees and charges and a consolidated bylaw amendment would follow these updates.

Financial Impact:

Increases in fees and charges for filming represents an opportunity to recover more revenue and offset staff time provided in support of productions in Maple Ridge. Following analysis, it is clear that Maple Ridge is in high demand for film and television productions, but fees are not currently well aligned with other municipalities.

Strategic Alignment:

Diversified, Thriving Economy; Governance & Corporate Excellence

Applicable Legislation/Bylaw/Policy:

Maple Ridge Fees and Charges Bylaw No. 7573-2019. The Maple Ridge Filming Policy No. 30.40 was updated in 2023 and is under review in 2025. Updates to these filming fees will ensure consistency between the intent of the policy and the bylaw.

Update on Filming Fees for 2025

BACKGROUND:

The Maple Ridge Amending Bylaw No. 7978-2023 outlines a fee schedule for costs related to film and television productions in the city that amended and added filming fees to the Maple Ridge Fees and Charges Bylaw No. 7575-2019. The Maple Ridge Filming Policy No. 30.40 was updated in 2023 and will also be updated in 2025.

Council consolidated fees and charges for several areas of city operations under Maple Ridge Fees and Charges Bylaw No. 7575-2019. Bylaw No. 7575-2019 was last updated in January 2024 to add schedule for Filming Fees.

ANALYSIS:

Discussion:

Staff have undertaken a review of fees and charges across city departments in late 2024-early 2025. Considerations have informed adjustments to fees and charges in several areas including inflationary adjustments and adjustments related to improved cost recovery and revenue generation.

Staff have sought to maintain a balance between accessibility of city services while also ensuring that cost recovery occurs at a reasonable level appropriate for each service area. For example, some services are more heavily subsidized because of the public benefit provided, such as recreation services where provision of these services ensures an engaged and healthy community in line with Council's priorities for its Strategic Plan. In other areas, individuals receiving services benefit financially and directly from the services e.g., filming permit fees that enable profit from sale of TV shows and movies, and as such services may have a higher ratio of cost recovery or even revenue generation to offset other city cost centres. The proposed changes to fees and charges for filming services have also been assessed relative to industry standards for filming on public and private property to understand the likely impact of the changes on film attraction for the City.

Maple Ridge is a popular filming destination for its natural assets and amenities, and this has driven a significant increase in productions choosing the city. Through transparent regulation, development, and collaboration with the City, local community, and productions working together as project-based teams to create "movie magic", Maple Ridge ranks fourth in BC contributing 6.5% to the province's on-location filming activities. The city annually hosts around 110 productions, 300 permits, and 350-400 shooting days, all without a film studio, relying solely on tangible locations.

Key changes to fees in this updated schedule include:

- Reducing fees for small productions or removing fees for student and non-profit productions to incentivise creative arts for these groups.
- Better distinguishing fee levels to advise base level fees applicable to all production types and grouping other fees by level of production (scale) to make them easier to understand for users.
- Increasing fees for medium and larger productions to recognize the greater impact of their filming activities on the community, improved cost recovery and revenue generation within industry standards.
- Introducing new penalty fees for productions that wilfully break the conditions of the filming permits and cause harm or disruption to the community.
- Introducing a higher cost expedited permit fee for productions that provide less than five business days notice of filming when making their bookings.
- Bringing fees closer to, or above, other municipal comparators as other municipalities have been obtaining on average 20% -110% more revenue from fees than Maple Ridge.
- Setting fees at levels that will improve revenue without disincentivizing Maple Ridge as an attractive filming destination in the Lower Mainland.
- Aligning fees to the longer-term economic development strategy for the creative industries.

Staff undertook sensitivity analysis for the cumulative impact of changes on different types of film production to ensure that the new fees proposed do not create an undue burden on production attraction. Also, analysis was undertaken of municipal comparators to inform the sensitivity modelling.

Sustainability/Climate Impact:

In 2024, electrical kiosks were installed to improve sustainable power generation at one of the key filming locations along Haney Bypass. One of the changes in the fee schedule for 2025 is to improve cost recovery for this amenity at this location.

Strategic Alignment:

Encouraging film and television production is a core element of Council's Strategic Priority – Diversified, Thriving Economy. The city is a sought-after location for the industry and generates profile and tourism revenue as well as direct revenue.

Financial Impact:

Filming is one of the discretionary areas of business in the city. As such, it provides an opportunity to both offset costs from supporting film and television productions (e.g., shutting down roads, fire and police safety supports) and to generate revenue from providing power and locations that support film productions.

Applicable Legislation/Bylaw/Policy:

Filming fees and charges are included in the schedules for Maple Ridge Fees and Charges Bylaw No. 7573-2019. This report outlines how new and updated fees will be included in a revised

Schedule "F" for the bylaw, to improve both cost recovery and revenue generation while still maintaining Maple Ridge as an attractive location for film and television productions.

CONCLUSION:

This report presents proposed changes to fees and charges for filming services in 2025. It forms part of a series of reports to update the "Maple Ridge Fees and Charges Bylaw No. 7573-2019", ensuring departmental fees and charges are aligned, transparent and support improved cost recovery and revenue generation.

Prepared by: Phil Sanderson, Manager of
Corporate Strategy & Business
Transformation

Attachments: (A) Attachment A – Proposed Filming Fees for 2025

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Update on Filming Fees for 2025.docx |
| Attachments: | - Attachment A – Proposed Filming Fees for 2025.pdf |
| Final Approval Date: | Mar 26, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Walter Oleschak, Director of City Operations/Acting Chief Operating Officer

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

Attachment A

Proposed Filming Fees for 2025

Notes:

1. New rates take effect January 1 of the year
2. All fees are exclusive of tax, which will be added, if applicable.
- 3. Production Levels are specified as follows:**
 - a. Level 1 Independent Level 1, Still Photography, Student and Non-Profit Filming
 - b. Level 2 Movie of the Week, Feature Film Level 1, TV Series Level 1, Commercial, Independents Level 2
 - c. Level 3 Feature Film Level 2, TV Series Level 2
4. Fees to rent other Municipal Facilities are outlined in Schedule “B” Recreation Services Fees. However, the Film Coordinator may assess a negotiable rate in addition to the base rate in Schedule “B” Recreation Services Fees to be determined by the level of production and site-specific requirements.
5. Seasonal rates apply per the following timeframes. Summer: June 1 – September 22, Fall/Winter/Spring: September 23 – May 31
6. Student and Non-profit filming require a Film Permit but are exempted from the Film Permit application fee.
7. At the City’s discretion, certain filming fees may be waived for projects where the City is partnering with the organization for community outcomes.

| Filming Services Fees For 2025 | Current Fee | Proposed Fee |
|---|--------------------|---------------------|
| Base Fees for all Production Types | | |
| Film Permit Application - Per Application, for applications received more than 10 days in advance of the proposed filming date, plus: | \$250.00 | \$250.00 |
| - Additional Fee for each Additional Location | \$75.00 | \$125.00 |
| Filming Business License Fee <i>(per Maple Ridge Business Licensing and Regulation Bylaw No. 6815-2011)</i> | | \$110.00 |
| Special Effects Permit | \$200.00 | \$200.00 |
| Change to Parking Requirements (within 48 hours of estimated start of filming) | (new) | \$50.00 |

Attachment A

| | | |
|---|----------|------------|
| Noise Exemption Fee (per day of filming, to be received 5 business days prior to filming commencing) | \$50.00 | \$50.00 |
| Penalty Fee for failure to obtain a permit prior to filming in Maple Ridge (plus applicable filming fees) | (new) | \$500.00 |
| Waterfront Parking Lot with Electrical Access - Per Day, Per Section | \$750.00 | removed |
| Waterfront Parking Lot - Per Day, Per Section (no electrical access) | \$600.00 | removed |
| Additional Fees by Production Type - Level 1 (small productions as defined in the notes) | | |
| Use of Neighbourhood Park Fee (per day) | \$250.00 | \$100.00 |
| Use of Destination Park Fee (per day) | \$500.00 | \$200.00 |
| Highway Use Permit <i>(per Maple Ridge Highway and Traffic Bylaw No. 6704-2009, if applicable)</i> | \$150.00 | \$154.00 |
| Additional Fees by Production Type - Level 2 (medium productions as defined in the notes) | | |
| Expedited Film Permit Application Fee <i>(per application received 5 business days or fewer, prior to anticipated start date of filming)</i> | (new) | \$250.00 |
| Film Permit Change Fee <i>(to be assessed for major changes to schedule and/or impacts of production to the approved Film Permit that are requested 5 or fewer business days prior to the anticipated start date of filming - not applicable if expedited film permit is approved)</i> | (new) | \$100.00 |
| Material Breach of Film Permit Fee <i>(assessed to productions who breach the terms of the film permit without authorization from the film office e.g., extension of filming beyond curfew, or parking beyond agreed areas/time).</i> | (New) | \$500.00 |
| Waterfront Lot Usage Fee (per day for half the lot with partial electrical access – 2 camlocks) | (new) | \$1,050.00 |
| Waterfront Lot Usage Fee (per day for half the lot with full electrical access – 4 camlocks) | (new) | \$1,250.00 |

Attachment A

| | | |
|---|------------|------------|
| Waterfront Lot Usage Fee (per day for the full lot with full electrical access – 4 camlocks) | (new) | \$1,500.00 |
| City Parking Lot Rental (full lot – excludes waterfront railway lot, per day) | \$500.00 | \$850.00 |
| Work Truck parking fee in neighbourhood (per block within a neighbourhood, per day) | (new) | \$150.00 |
| Work Truck parking fee in Town Centre (downtown core, per block, per day) | (new) | \$225.00 |
| Neighbourhood Access Closure (per day) | (new) | \$500.00 |
| Town Centre Access Closure (downtown core, per day) | (new) | \$700.00 |
| Arterial Road/Large Impact Access Closure Fee (per day) | (new) | \$1,000.00 |
| Neighbourhood Intermittent Traffic Control Fee (per day) | (new) | \$250.00 |
| Town Centre Intermittent Traffic Control Fee (downtown core, per day) | (new) | \$375.00 |
| Arterial Road/Large Impact Intermittent Traffic Control Fee (per day) | (new) | \$500.00 |
| Use of Neighbourhood Park Fee (per day) | \$500.00 | \$500.00 |
| Use of Destination Park Fee – Winter/Fall/Spring (per day) | \$1,000.00 | \$1,200.00 |
| Use of Destination Park Fee - Summer (per day) | \$1,000.00 | \$1,500.00 |
| Use of Whonnock Lake Park Fee - Winter/Fall/Spring (per day) | (New) | \$1,800.00 |
| Use of Whonnock Lake Park Fee - Summer (per day) | (New) | \$2,500.00 |
| Additional Fees by Production Type - Level 3 (larger productions as defined in the notes) | | |
| Expedited Film Permit Application Fee <i>(per application received 5 business days or fewer, prior to anticipated start date of filming)</i> | (new) | \$1,000.00 |
| Film Permit Change Fee <i>(to be assessed for major changes to schedule and/or impacts of production to the approved Film Permit that are requested 5 or fewer business days prior to the anticipated start date of filming - not applicable if expedited film permit is approved)</i> | (new) | \$250.00 |

Attachment A

| | | |
|---|------------|------------|
| Material Breach of Film Permit Fee <i>(assessed to productions that breach the terms of the film permit without prior authorization from the film office e.g., extension of filming beyond curfew, or parking beyond agreed areas/time).</i> | (New) | \$1,000.00 |
| Waterfront Lot Usage Fee (per day for half the lot with partial electrical access – 2 camlocks) | (new) | \$1,250.00 |
| Waterfront Lot Usage Fee (per day for half the lot with full electrical access – 4 camlocks) | (new) | \$1,500.00 |
| Waterfront Lot Usage Fee (per day for the full lot with full electrical access – 4 camlocks) | (new) | \$2,000.00 |
| City Parking Lot Rental (full lot – excludes waterfront railway lot per day) | \$500.00 | \$1,000.00 |
| Work Truck parking fee in neighbourhood (per block within a neighbourhood, per day) | (new) | \$175.00 |
| Work Truck parking fee in Town Centre (downtown core, per block, per day) | (new) | \$250.00 |
| Neighbourhood Access Closure (per day) | (new) | \$750.00 |
| Town Centre Access Closure (downtown core, per day) | (new) | \$1,400.00 |
| Arterial Road/Large Impact Closure Fee (per day) | (new) | \$2,000.00 |
| Neighbourhood Intermittent Traffic Control Fee (per day) | (new) | \$375.00 |
| Town Centre Intermittent Traffic Control Fee (downtown core, per day) | (new) | \$750.00 |
| Arterial Road/Large Impact Intermittent Traffic Control Fee (per day) | (new) | \$1,000.00 |
| Use of Neighbourhood Park Fee (per day) | \$500.00 | \$750.00 |
| Use of Destination Park Fee - Winter/Fall/Spring (per day) | \$1,500.00 | \$1,800.00 |
| Use of Destination Park Fee - Summer (per day) | \$1,500.00 | \$3,000.00 |
| Use of Whonnock Lake Park Fee - Winter/Fall/Spring (per day) | (New) | \$2,500.00 |
| Use of Whonnock Lake Park Fee - Summer (per day) | (New) | \$4,000.00 |

Attachment A

Additional Fees to be assessed at variable rates based on specific factors.

1. Administration Fee will be calculated at 10% of the applicable permit fees
2. Preparation and Production Wrap Charges are assessed at a rate of 50% of the applicable location fees.
3. Level 1 Productions will be assessed a fee for use of the Waterfront Lot, either in part or whole, based on the nature of the production and level of electrical access required.
4. Production Deposit will be received prior to filming and will be assessed relative to the production level.
5. Damage drawdowns from Production Deposits will be made as they are incurred based on assessment of the cost of repairs.
6. The Cancellation of Production Booking Fee is assessed at a rate of 50% of the applicable location fees.
7. Fire Department fees for staff, equipment and vehicles to ensure safety on set will be determined by the Fire Chief based on requirements for the production and hourly rate for equipment and staff.
8. RCMP fees for staff, equipment and vehicles to ensure safety on set will be determined by the Officer in Charge of the RCMP Detachment based on requirements for the production and hourly rate for equipment and staff.
9. Municipal staff time to support the production (e.g., Film Coordinator) will be charged at a rate representative of two times (x2) the hourly rate as per the collective agreement.
10. Fines for infringements of city bylaws by film productions will be assessed at the rates stated in the applicable bylaws.

Waive Weekend Parking Rates to Support Festivals, Events and Economic Development in the City

Recommendation:

THAT Council approves waiving underground parking rates on Saturdays and Sundays, annually from April 1 through October 31.

Report Purpose and Summary Statement:

The purpose of this reports is to present a proposal for free underground parking annually on weekends from April through October to support festivals, events and economic development in the City Centre.

Previous Council Action:

Council was provided a report on July 9, 2024, (attached) that reviewed parking within the City Centre, walking distances, fees, revenues and historical information.

Financial Impact:

Loss of revenue in underground parking lot on Saturdays and Sundays for 7 months of the year.

Strategic Alignment:

Engaged, Healthy Community; Diversified, Thriving Economy;

To: Mayor and Council

File number: 01-0640-30-2025

Waive Weekend Parking Rates to Support Festivals, Events and Economic Development in the City

BACKGROUND:

The Maple Ridge Business Centre Underground Lot serves the leasehold tenants of the Maple Ridge Business Centre (MRBC), employee and public parking for City Hall, the ACT Theatre, the Leisure Centre, the Library, Memorial Peace Park and other retail businesses within the civic precinct, as well as evening and weekend Town Centre events.

| | MRBC UG Lot |
|-------------------------------------|-------------|
| Total Spaces | 489 |
| Reserved Spaces | (89) |
| Accessible Spaces | (16) |
| Sub-total - Spaces available | 384 |

Current Parking Rates are outlined below:

Monday to Friday:

\$1.00 per hour from 6:00 am to 6:00 pm (no hour free)

\$3.00 flat evening rate from 6:00 pm to 11:00 pm

Saturday & Sunday:

First hour of parking is free (license plate registration is required)

Additional hours of parking are \$1.00 or a daily rate of \$4.00

Statutory Holidays:

The highway traffic bylaw does not apply on Statutory holidays as defined in the provincial *Interpretation Act*. There is no requirement to pay on any Statutory holiday.

ANALYSIS:

Discussion:

Staff have been approached in the past by event managers and not-for-profit groups seeking opportunities to utilize the city-owned lots, usually at no cost for their respective events.

This proposal aims to boost both foot traffic to the Town Centre and the duration of visits, encouraging more participation in events, shopping and dining. Staff are recommending Council waive weekend parking rates in the city-owned Maple Ridge Business Center underground lot. Given its ample weekend capacity and strategic location, the lot is identified as the ideal venue for this initiative, ensuring convenience and accessibility for visitors.

Strategic Alignment:

Engaged, Healthy Community: Free city parking directly contributes to creating a more accessible and inclusive environment for residents and visitors. By removing parking barriers, it encourages greater participation in community activities, events, and services, helping people engage more easily in social, cultural opportunities.

Diversified, Thriving Economy: Free city parking plays a key role in stimulating local commerce by increasing foot traffic to businesses and attracting more visitors to the Town Centre. It reduces the friction of parking costs, making it easier for people to shop, dine, and participate in events, thereby supporting a more vibrant retail and service sector.

Financial Impact:

The City would incur a loss of revenue between the months of April until October. Based on past years data below would have been the lost revenue in 2022 and 2023:

2022: \$18,147

2023: \$10,266 (Data only available for April 1, 2023 – August 27, 2023)

2024: Waiting for this number from Impark

CONCLUSION:

As the Town Centre continues to evolve and its population steadily increases, the introduction of free parking in the underground lot will serve as a vital catalyst for boosting economic activity. This initiative will not only strengthen the vibrancy of local businesses but also foster a more accessible and welcoming environment for residents and visitors alike. By supporting both city-led and community-driven events, the proposal will enhance the overall appeal of the Town Centre, making it a thriving hub for commerce, culture, and connection.

Prepared by: Cidalia Martin, Director of Recreation
Services

Attachments: (A) July 23, 2024, Council Report on Parking

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Free Weekend Parking to Support Festivals, Events and Economic Development in the City.docx |
| Attachments: | - July 23 2024 Council Report on Parking.pdf |
| Final Approval Date: | Mar 26, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer

TO: His Worship Mayor Dan Ruimy **MEETING DATE:** July 23, 2024
FILE NO: Doc ID# 3972245 **MEETING:** Council Workshop
SUBJECT: Town Centre Parking Policies and Rates for City-owned Lots

EXECUTIVE SUMMARY:

Maple Ridge’s Town Centre public parking is facilitated through three forms of parking; on-street parking, off-street parking for residential and off-street commercial parking use, and parking on municipal owned or leased lots. In general, the Town Centre is well-served with a wide range of short, medium and long-term free and paid parking options and fair and equitable public parking rates.

The availability of public parking is typically managed by two primary ‘tools’ - either time-restrictions (i.e. 1-hour/2-hour) or through parking fees charged to the users. These tools ensure a turnover of parking stall users which helps supports local business and ensure that the form of parking desired is available for those that seek it.

Periodically, the question has been raised as to whether any changes in the current parking rates and policies would serve to increase weekend visitors to the Town Centre and lengthen their stay in support of events, shopping and dining. As such, staff are seeking Council’s input and direction as related to its desire to make any modifications to the current rates and policies the City currently has in place on its three public parking lots; the Maple Ridge Business Centre (MRBC) Underground, the Edge Street Lot and the Commuter Lot.

RECOMMENDATION:

For discussion purposes.

DISCUSSION:**a) Background Context:**

The purpose of this report is two-fold; to summarize the operations of the three, City-owned parking lots; and to determine Council’s interest in making any changes to the existing public parking policies or rates on these lots.

On occasion, staff are approached by event managers and not-for-profit groups seeking opportunities to utilize the City-owned lots, usually at no cost to their respective events. Most recently, the City was approached by a group seeking free parking in the MRBC Underground lot to support an event on/around Truth and Reconciliation Day. This request, as is typically done, was denied by staff in order to ensure that day-to-day parking operations of the various sites are not compromised. As well and on occasion, questions are raised as to whether any changes in the current parking rates and policies would serve to increase weekend visitors to the Town Centre and lengthen their stay in support of events, shopping and dining. For reference, the operations of the three City-owned public parking lots are summarized as follows:

MRBC Underground Lot

The MRBC Underground lot is both heavily used and heavily encumbered, primarily serving the leasehold tenants of the MRBC. It also supports both employee and public parking for City Hall, the ACT Theatre, the Leisure Centre, the Library, Memorial Peace Park other retail businesses within the civic precinct and weekend and evening Town Centre events. The MRBC lot, not unlike the MRBC itself, is operated as a City-owned, independent business entity, not as a traditional civic facility. The MRBC lot is in demand Monday to Friday by all of the above users whereas on weekends and holidays, it typically offers excess capacity to support visitors to the Town Centre along with weekend events and activities.

Edge Street Lot

The Edge Street Lot is used by the adjacent RCMP detachment and its members and staff, City Hall employees and the general public. Monday–Friday, this lot typically fills to capacity by early-morning and as such, staff do not entertain any incremental uses of this lot for concern as to impacts to RCMP operations.

Commuter Lot

This private lot is leased by the City and serves as commuters using the adjacent Translink transit services and the general public. Parking rates for this lot are competitively priced to encourage transit use. Given the (recovering) shift in demand away from transit use since 2020, there is typically excess capacity on this lot, which is occasionally used to support film crew activities in the Town Centre.

Generally speaking, the objective of any public parking management strategy should be to ensure that a supply of parking is available where and when needed at a rate that is reasonable for the particular location. When the appropriate pricing model and time limits are in place, the available spaces turn over at a rate by which businesses and services are well-served and motorists (parkers) can find an adequate spot in a reasonable amount of time. Currently, the City's Town Centre has a variety of public parking options available to those wanting to visit the area, especially on weekends and holidays which adheres to current public parking management theory.

b) Desired Outcome:

To receive input from Council as to its interest in making any changes to existing public parking policies or rates on the City-owned lots in the Town Centre.

c) Strategic Alignment:

As a diversified thriving economy coupled with a liveable community are key priorities within Council's Strategic Plan, the provision of effective and efficient parking solutions will continue to play a key role in supporting these priorities and economic development along with rapid transit options and transportation corridors which will be supporting key drivers. An active public parking management strategy serves as one in a series of ongoing initiatives to support activation of the Town Centre.

d) Citizen/Customer Implications:

Staff continue to monitor on-street parking occupancy levels and work with local businesses to make appropriate changes to curbside regulations that ensure economic vibrancy which includes ready access to events, shopping and dining options.

e) Business Plan/Financial Implications:

The minor adjustments that have been made to the rates and policies for the City's paid parking lots over time have led to increased revenue and profitability along with greater availability of parking for users of the facilities that these lots currently serve.

CONCLUSION:

As the Town Centre continues to develop and grow, the goal is to improve and solidify economic vibrancy in this area and ensure that the appropriate policies and infrastructure are in place to support this growth. Both on-street and off-street parking continue to be managed in accordance with industry best practices.



Prepared by: **Darrell Denton**
Manager, Corporate Properties



Reviewed by: **Cidalia Martin**
Director of Recreation Services

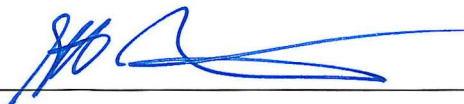


Reviewed by: **Mark Halpin**
Manager of Transportation

STEVEN FALCAS on behalf of Mark H.

 CIDALIA MARTIN on behalf of Valoree R.

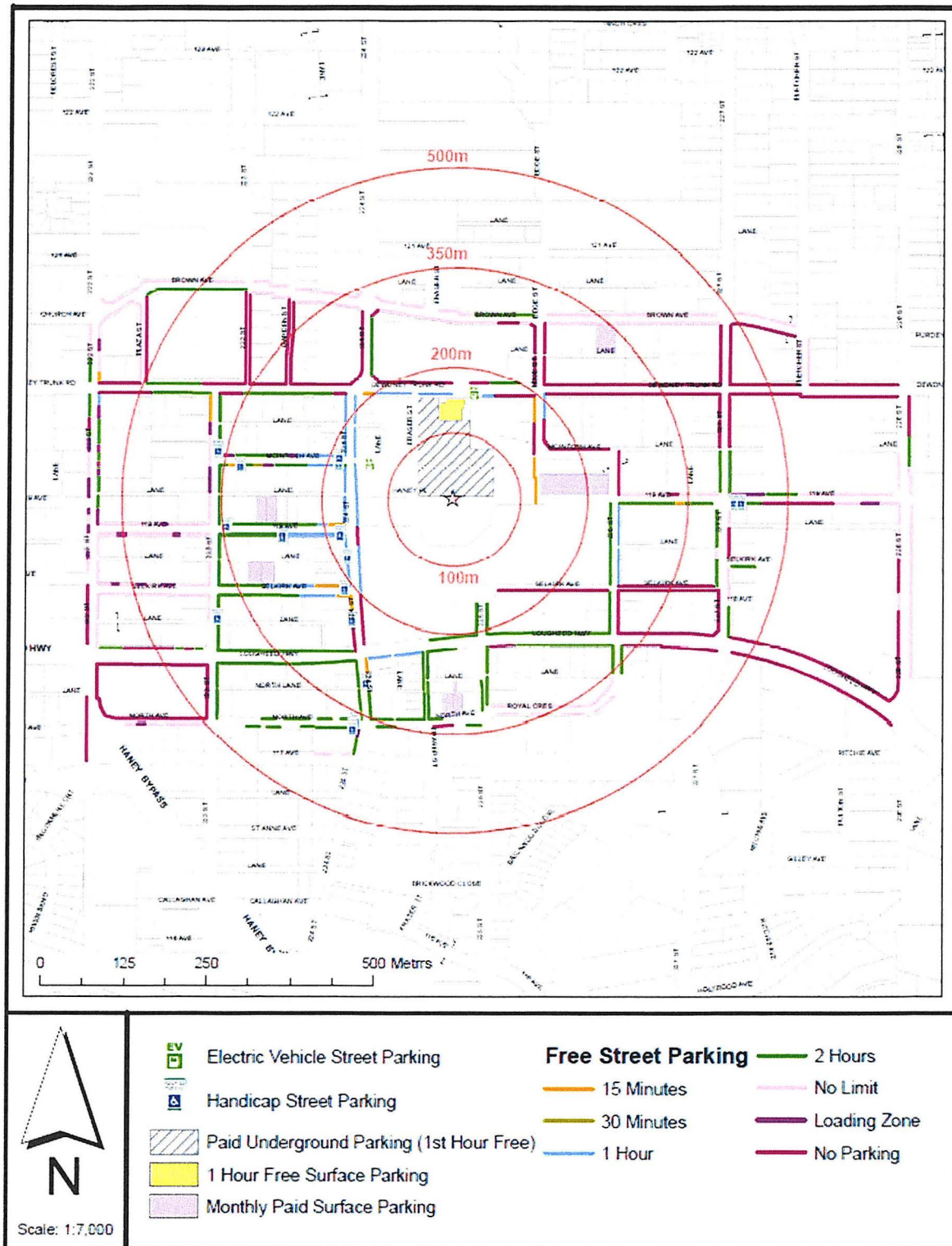
Reviewed by: **Valoree Richmond**
Director of Parks, Facilities and Properties



Concurrence: **Scott Hartman**
Chief Administrative Officer

- Attachments:
- (A) Available Town Centre Parking Options
 - (B) Summary Parking Inventory, Rates and Revenues

Appendix A: Available Town Centre Parking Options



Appendix B: Summary Parking Inventory, Rates and Revenues
Off-street Municipal Parking Inventory

Off-street parking in the Town Centre includes the MRBC Underground Parking Lot, the Edge Street Lot and the Commuter Lot. Parking enforcement on all three of these lots is managed by the City’s Bylaws department and Impark manages the fee collection system and reporting out.

In addition to these three City-managed lots, the City also both owns and leases an additional four parking lots that are managed and enforced under contract by the Downtown Parking Society (DPS). The DPS lots were acquired in the early 1980’s to support the employees of local businesses and increase the availability of on-street parking. They offer competitive monthly rates and typically operate at near capacity. The entirety of the City-owned parking lots are summarized in Table 1 as follows.

Table 1: City-owned Off-street Parking Lots

| Location | Lot Type | Operator | Owner | # of Spaces | Comment |
|----------------------|-----------------|-----------------|--------------|--------------------|----------------|
| Brown Ave* | Surface | DPS | Private* | 40 | Leased |
| North Avenue | Surface | DPS | CMR | 37 | |
| Selkirk Avenue | Surface | DPS | CMR | 48 | |
| 119 Avenue | Surface | DPS | CMR | 40 | |
| Edge Street Lot | Surface | Impark | CMR | 81 | 23 Reserved |
| MRBC Underground Lot | Parkade | Impark | CMR | 489 | 89 Reserved |
| Commuter Parking Lot | Surface | Impark | Private | 128 | Leased |
| MRBC Dewdney Lot | Surface | CMR | CMR | 32 | Free |
| Total | | | | 895 | |

* This location is currently under a development application.

While 895 parking spaces may seem like a significant amount, as noted previously, the MRBC Underground itself is heavily encumbered with use from the tenants in the MRBC, City staff and visitors, Library staff and visitors, the ACT, the RCMP and the Leisure Centre among others. The Edge Street lot serves to provide dedicated parking for RCMP vehicles, RCMP staff, City Hall staff, transit users and visitors to the various business and services adjacent to this lot. As Table 2 clearly indicates, once the known commitments are applied, approximately 10% of the inventory of spaces is potentially free on a typical workday. This translates to scenarios whereby tenants, RCMP members, City staff, Council members and other visitors and users of the facilities, are left without a place to park.

Table 2: MRBC Underground and Edge Street Parking Lot Commitments

| | Edge Street Lot | MRBC UG Lot | Totals |
|--|------------------------|--------------------|---------------|
| Total Spaces | 90 | 489 | 579 |
| Reserved Spaces | (23) | (89) | (112) |
| Accessible Spaces | (2) | (16) | (18) |
| Sub-total - Spaces available | 65 | 384 | 449 |
| Commitments | | | |
| Leased Parking (incl. in base rent) | 0 | 52 | 52 |
| Leased Parking (separate charge) | 0 | 4 | 4 |
| Full time Passes | 25 | 182 | 207 |
| Part time Passes | 4 | 22 | 26 |
| Temporary Passes | 31 | 43 | 74 |
| Total Committed Parking Spaces | 60 | 303 | 363 |
| Total Available Spaces (Random) | 5 | 81 | 86 |

City-owned Parking Lots – Current Rates

The City’s current rate structure is considerably less than what is charged for similar spaces in other jurisdictions and by adjusting the time limits and moving to a pay-by-plate model, this has served to make more parking spaces available for frequent users of the facilities these lots were designed to support and make it more efficient for Licensing & Bylaws’ staff to monitor and enforce. The current rate structure and revenues they generate also serves to partially offset the Translink Parking Tax which currently consumes over 30% of paid parking revenue.

The rates that were adopted by Council in 2020 are detailed as follows:

Commuter Lot:

All Days:

\$1 per hour - \$4 per day - \$60 per month.

Parking is registered by vehicle license plate.

Maple Ridge Business Centre Underground Lot + Edge Street Lot

Monday to Friday:

\$1.00 per hour from 6:00 am to 6:00 pm (no hour free)

\$3.00 evening rate from 6:00 pm to 11:00 pm

Saturday, Sunday & Statutory Holidays:

One hour of parking is free (license plate registration is required)

Additional hours of parking are \$1.00 or a daily rate of \$4.00

All paid parking on City-owned lots is facilitated by registration of vehicle license plates. Parking enforcement is managed by the City's Bylaws department and payments are managed by Impark.

Revenue Generation

As noted in Table 3 as follows, in 2023 the City's paid, public parking lots generated just under \$150,000 in net profits which are used to offset operating expenses and fund capital improvements to both the parking lots themselves and other City infrastructure.

Table 3: 2023 Parking Revenues – MRBC, Edge Street & Commuter Lot

| Summary of Parking Revenues | 2023 | Commuter Lot @ 226th Ave Lot #65 Park & Ride | Edge Street/Tower parkade Surface Lot & Parkade |
|------------------------------------|---------------------|---|--|
| Downtown Parking Revenue | (72,381.61) | | (72,381.61) |
| Commercial Parking Revenue | (222,443.69) | | (222,443.69) |
| Commuter Lot-Film Revenue | (25,200.00) | (25,200.00) | |
| 226th Commuter Lot Parking Revenue | (12,165.17) | (12,165.17) | |
| REVENUES | (332,190.47) | (37,365.17) | (294,825.30) |
| 226th St Commuter Lot Costs | 34,346.63 | | |
| Land Lease | | 32,666.52 | |
| Impark Operating Cost | | 1,680.11 | |
| Commercial Tower Bldg Maint | | | |
| Impark & other misc expenses | 35,135.63 | | 35,135.63 |
| Insurance | 33,090.00 | | 33,090.00 |
| Allocation of costs to parkade | 79,360.63 | | 79,360.63 |
| EXPENSES | 181,932.89 | 34,346.63 | 147,586.26 |
| NET PROFIT | (150,257.58) | (3,018.54) | (147,239.04) |

Hourly Demands and Impacts of Adjustments to Parking Policies and Rates

The following tables (4 +5) illustrate the peak hourly demands for parking in the MRBC Underground parking lot as well as the various financial impacts that could occur if any adjustments were made to

the existing parking rates and policies. Note that the data used derived from weekends and statutory holidays between January 1, 2023 and August 31, 2023 for the MRBC Underground Lot only.

Table 4: Hourly Revenue – Weekends/Statutory Holidays (01/23 – 08/23)

| Hour | 1-Sun | 2-Mon | 7-Sat | Total |
|--------------|----------------|--------------|----------------|-----------------|
| 05 | \$6 | \$3 | \$18 | \$28 |
| 06 | \$132 | \$5 | \$183 | \$319 |
| 07 | \$161 | \$68 | \$436 | \$665 |
| 08 | \$293 | \$123 | \$981 | \$1,397 |
| 09 | \$219 | \$58 | \$599 | \$876 |
| 10 | \$328 | \$25 | \$709 | \$1,061 |
| 11 | \$476 | \$37 | \$690 | \$1,204 |
| 12 | \$332 | \$48 | \$606 | \$987 |
| 13 | \$470 | \$32 | \$371 | \$872 |
| 14 | \$319 | \$38 | \$188 | \$545 |
| 15 | \$118 | \$24 | \$211 | \$353 |
| 16 | \$247 | \$10 | \$295 | \$552 |
| 17 | \$428 | \$14 | \$539 | \$981 |
| 18 | \$271 | | \$312 | \$584 |
| 19 | \$98 | \$2 | \$205 | \$305 |
| 20 | \$2 | \$2 | \$18 | \$22 |
| 21 | | | \$3 | \$3 |
| Total | \$3,900 | \$487 | \$6,367 | \$10,753 |

Table 4: Revenue Impacts – Weekends/Statutory Holidays (01/23 – 08/23)

| Total Net Revenue | | |
|-----------------------|----------------------------|--------------------|
| \$10,753 | | |
| Net Revenue | | |
| Free After 5 PM | | |
| \$7,980 | \$2,776 | 26% |
| Adjusted Net Revenue | Potential Net Revenue Loss | % Net Revenue Lost |
| Free Hour on Weekdays | | |
| \$10,543 | \$210 | 2% |
| Adjusted Net Revenue | Potential Net Revenue Loss | % Net Revenue Lost |
| Free Weekends | | |
| \$487 | \$10,266 | 95% |
| Adjusted Net Revenue | Potential Net Revenue Loss | % Net Revenue Lost |

Hammond Pool – Admissions for Maple Ridge Residents

Recommendation:

THAT Council approve the proposal to offer free admission to the Hammond Outdoor Pool for Maple Ridge residents in 2025.

Report Purpose and Summary Statement:

The purpose of this report is to present a proposal to offer Maple Ridge residents free admission to drop-in swim at Hammond Outdoor pool during the summer months. This initiative aims to promote community engagement, enhance public health and well-being, and ensure equitable access to recreational activities for all residents.

Financial Impact:

Loss of admission revenue from Maple Ridge residents.

Strategic Alignment:

Engaged, Healthy Community

Communications:

A marketing and communications campaign to be developed.

Hammond Pool – Admissions for Maple Ridge Residents

BACKGROUND:

Hammond Outdoor pool promotes a healthy and active lifestyle, community engagement, and social interaction throughout the summer. By removing the financial barrier to using the pool, this initiative could enhance the overall well-being of the community and make the pool a more inclusive, accessible resource for everyone.

Current admission fees are:

| Outdoor Pool Admission - Single | 2025 |
|--|-------------|
| Preschooler (0-3 years) | Free |
| Child (3-12 years) | \$2.00 |
| Youth (13-18 years) | \$2.00 |
| Adult (19-59 years) | \$3.00 |
| Senior (60+) | \$2.00 |
| Super Senior (80+) | Free |

ANALYSIS:

Discussion:

By providing Maple Ridge residents free public drop-in swimming access in the summer months to the Hammond Outdoor pool will demonstrate the City's dedication to removing barriers, prioritizing public health, increasing fitness opportunities, supporting mental health, and providing a place for social interactions. This proposed free service excludes aquafit, swim lessons, rentals, and events.

Currently a number of our neighbouring communities, such as the City of Surrey and City of Port Coquitlam, offer free public swimming at their outdoor pools throughout the summer months.

This initiative is anticipated to increase participation among Maple Ridge residents by removing financial barriers to access. The pool will be available to users without limitation to maximize usage and community benefit. However, in anticipation of potential capacity challenges, staff will closely monitor pool usage patterns and if necessary, will explore options to address this issue. This could include implementing time-limited sessions to ensure equitable access for all.

To ensure the success of the free admission initiative at the Hammond Outdoor Pool, we will implement a comment card program. These cards will be available for pool users during the summer of 2025 to gather valuable insights and feedback regarding their experiences. The

collected feedback along with statistical information will be included in a report to Council prior to the 2026 season.

Strategic Alignment:

This proposal aligns with engaged healthy communities by improving public health outcomes, enhancing community cohesion, and providing accessible recreational opportunities.

Financial Impact:

Loss of the majority of Hammond Pool admission revenue. Staff will explore enhanced lesson offerings at all pools, and new aquatic programming to mitigate this loss of revenue.

The table below shows revenue for the past 3 years to provide an indication of potential revenue loss:

| Description | 2022 | 2023 | 2024 |
|--------------------------|----------|----------|----------|
| Outdoor Pools Admissions | \$11,938 | \$15,562 | \$13,270 |

Communications:

Hammond Pool is scheduled to open (weekends only) on May 25. Marketing and communications will begin approximately 1 month prior to opening.

OPTIONS:

Council could consider only certain time blocks or days be free example, Tuesdays and Thursdays can be free to Maple Ridge residents or 2-4 everyday is free.

CONCLUSION:

By approving free public drop-in swimming access for Maple Ridge residents in the summer, the City can meaningfully impact public health and sense of community. Staff propose this initiative for Council consideration and approval, projecting significant benefits for the community and alignment with the City’s strategic objectives.

Prepared by: Cidalia Martin, Director of Recreation Services

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Hammond Pool - Admissions for Maple Ridge Residents.docx |
| Attachments: | |
| Final Approval Date: | Mar 17, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carolyn Mushata, Director of Legislative Services and Corporate Officer

Scott Hartman, Chief Administrative Officer