REGULAR MEETING OF TOWNSHIP COUNCIL AGENDA

Monday, June 10, 2024 at 1:30pm
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORIES OF THE COAST SALISH PEOPLES

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

1. Regular Council Meeting – June 10, 2024

That Council adopt the agenda and receive all agenda items of the Regular Council meeting held June 10, 2024.

B. ADOPTION OF MINUTES

1. Regular Council Meeting – May 27, 2024

That Council adopt the Minutes of the Regular Council meeting held May 27, 2024.

2. Public Hearing Meeting – May 27, 2024

That Council adopt the Minutes of the Public Hearing meeting held May 27, 2024.

C. DELEGATIONS

1. Martyn Boulter
Langley BMX Association
File 0550-07

Request by Martyn Boulter, President, Langley BMX Association, to appear before Council to build a stronger relationship with the Township of Langley, along with a request for funding.

Clerk's Note: Please refer to Item P.5.

C. DELEGATIONS

2. Thomas Kreisz
File 0550-07

Request by Thomas Kreisz, to appear before Council to request reconsideration or a reduction of penalties issued for removing trees without a permit.

Clerk's Note: Please refer to Item N.2.

D. PRESENTATIONS

E. REPORTS TO COUNCIL

1. 2023 Audited Consolidated Financial Statements
Report 24-118
File FIN 1830-02

That Council receive and accept the 2023 Audited Consolidated Financial Statements for inclusion in the Annual Report and Statement of Financial Information.

2. Agricultural Land Commission Application No. 100452
(Harvest Baptist Church / 22594 Old Yale Road)
Report 24-119
File CD 10-32-0077

That Council refer the non-farm use application submitted by Harvest Baptist Church to construct a 929 m^2 (10,000 ft^2) building on a 2.09 ha (5.16 acre) property located at 22594 Old Yale Road to the Agricultural Land Commission for consideration based on agricultural merits.

3. Voluntary Water Metering Program for
Residential Areas
Report 24-113
File PW 5600-03-021

That Council approve $210,000 in funding from the 2024 Water Capital Works Reserve to procure hardware, software, and one (1) vehicle required to implement a volunteer water metering program in 2025.

That Council pre-approve $750,000 in funding from the 2025 Water Capital Works Reserve to procure and install meters for the volunteer water metering program.

E. REPORTS TO COUNCIL

That Council pre-approve an increase of $304,000 in Water Utility Operating funding in the 2025 budget for three (3) new positions; Clerk III, Engineering Technologist II, and Utilities Maintenance Worker, required to implement and manage a volunteer water metering program.

That Council direct staff to implement a new multi-year voluntary water metering program to begin within the first quarter of 2025 for existing single family residential and/or other urban property type owners or strata corporations through the following actions:

1. Prepare the necessary bylaw amendments and policy revisions along with developing a new Water Meter Council Policy required to implement a volunteer residential metering program.

2. Continue the use and expansion of the Township of Langley's existing Automated Meter Reading (AMR) system.

3. Proceed with the required website updates and creation of a customer utility portal for access by utility rate payers.

4. Develop and implement a volumetric rate structure with a fixed fee billed each reading period based upon the meter size by 2025.

5. Implement a triannual meter reading and billing schedule in 2025 and transition to quarterly billing complete with associated resource requirements by 2027.

6. Prepare a comprehensive public communications and engagement strategy.

7. Require all new residential construction obtaining final completion in 2026 and beyond, be enrolled in metered utility billing with no option for flat rate.

8. Provide an update in 2026.

4. Repayment of Non-MFA Debt
Report 24-111
File FIN 1760-01

That Council approve the use of up to $5,000,000 from internal sources to be repaid from prior year surplus funds when available to repay the Non-MFA debt in place related to the construction of the Langley Events Centre on or before June 30, 2024.

E. REPORTS TO COUNCIL

5. Water Local Area Service along
24 Avenue, 16 Avenue, 264 Street, and 272 Street
Report 24-115
File ENG 5320-20-WTR23

That Council consider the request of property owners and authorize staff to prepare and distribute the official petition to the benefiting properties within the affected area, as shown in Attachment A, to determine the level of support needed to proceed with a Local Area Service (LAS) initiative for the provision of municipal water service, in accordance with applicable regulations, policies, and procedures.

That subject to confirmation of the sufficiency of the petition process, staff be authorized to set the interest rate for the LAS at 5.10%, which is equivalent to the Municipal Finance Authority's 20-year Capital Financing Rate plus 0.25%.

That subject to confirmation of the sufficiency of the petition process, Council authorize funding for the LAS to be included in the 2025-2029 Financial Plan to be obtained through a 20-year debt issue via the Municipal Finance Authority.

F. BYLAWS FOR FIRST AND SECOND READING

1. Official Community Plan Amendment and
Rezoning Application No. 100226 and
Development Permit Application No. 101312
(Janda Group Holdings Inc. / 27309 Fraser Highway)
Bylaw No. 6018
Bylaw No. 6019
Report 24-117
File CD 13-20-0118

That Council give first and second reading to Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802 Amendment (Janda Group Holdings Inc.) Bylaw No. 6018 and Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Janda Group Holdings Inc.) Bylaw No. 6019 rezoning 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to Comprehensive Development Zone CD-204 to facilitate a 6-storey mixed use project, subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

1. A Servicing Agreement being entered into with the Township to secure required road and utility upgrades and extensions in accordance with the Township's Subdivision and Development Servicing Bylaw.

F. BYLAWS FOR FIRST AND SECOND READING

2. Provision of road and lane dedications, widenings and necessary traffic improvements in accordance with the Township's Master Transportation Plan, Subdivision and Development Servicing Bylaw and the Aldergrove Community Plan.
3. Registration of all purpose statutory right-of-way securing public access over the public pedestrian connections.
4. Submission of an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw.
5. Compliance with Age-Friendly Amenity Area requirements.
6. Provision of a final tree management plan incorporating tree retention, replacement, protection details and security in compliance with the Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection).
7. Registration of a restrictive covenant acceptable to the Township identifying a minimum of 10% of the apartment units in accordance with the Schedule 2 – Adaptable Housing Requirements of the Township's Official Community Plan.
8. Finalization of landscape and architectural plans.
9. Compliance with the Community Amenity Contributions Policy if applicable.
10. Payment of applicable supplemental Rezoning fees, Development Engineering and Green Infrastructure Services administration fees, Development Works Agreement (DWA) and Latecomer charges and compliance with the Township's 5% Neighbourhood Park Land Acquisition Policy.

That Council consider Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802 Amendment (Janda Group Holdings Inc.) Bylaw No. 6018 is consistent with the Township's Five Year Financial Plan as updated annually and with Metro Vancouver's Integrated Liquid Waste Resource Management Plan and Integrated Solid Waste Resource Management Plan, Housing Needs Report and with the consultation requirement of Official Community Plan Consultation Policy (07-160).

That Council at time of final reading of Rezoning Bylaw No. 6019 authorize issuance of Development Permit No. 101312 subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A".
b. Landscape plans being in substantial compliance with Schedule "B" and in compliance with the Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection), the Township's Street Trees and Boulevard Plantings Policy and Age-Friendly Amenity Area requirements.
c. All signage being in compliance with Schedule "A" and the Township's Sign Bylaw.
d. All rooftop mechanical equipment to be screened from view.
e. All refuse areas to be located in an enclosure and screened.

F. BYLAWS FOR FIRST AND SECOND READING

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw.
b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw.
c. On-site landscaping to be secured by letter of credit at building permit stage.
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place.
e. Payment of supplemental development permit application fees, Development Cost Charges and building permit administration fees.

That Council authorize staff to schedule the required Public Hearing for Bylaws No. 6018 and 6019.

Explanation – Bylaw No. 6018

Bylaw No. 6018 amends the Aldergrove Community Plan for 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to amend the definition of floor space ratio and increase the height and floor space ratio permitted for the Medium Density Mixed Use land use designation on a site specific basis. The amendment is required to facilitate the development of a six-storey mixed use building consisting of 44 apartment units and 752 m^2 (8,093 ft^2) of commercial space.

Explanation – Bylaw No. 6019

Bylaw No. 6019 rezones approximately 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway from Civic Institutional Zone P-1 to Comprehensive Development Zone CD-204 to accommodate the development of 44 apartment units and 752 m^2 (8,093 ft^2) of commercial space.

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

1. Designation of Willowbrook Transit-Oriented Area
Bylaw No. 6021
Report 24-110
File BLSI LRP00026

That Council give first, second, and third reading to Willowbrook Transit-Oriented Area Designation Bylaw No. 6021.

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

Explanation – Bylaw No. 6021

Bylaw No. 6021 designates lands within 800 metres of the Willowbrook SkyTrain Station as a Transit-Oriented Area, pursuant to Section 585.51 of the Local Government Act, and Orders-in-Council No. 674-2023 and No. 678-2023 (Local Government Transit-Oriented Areas Regulation).

2. Provincial Housing Legislation –
Small-Scale Multi-Unit Housing
Bylaw No. 6020
Report 24-114
File BLSI LRP00026

That Council give first, second, and third reading to Township of Langley Zoning Bylaw No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020.

That Council direct staff to update Langley Building Bylaw No. 4642 to align with Township of Langley Zoning Bylaw No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020.

That Council direct staff to update Licencing Bylaw No. 5192 to ensure cost-recovery for services for accessory dwelling units and coach houses.

That Council direct staff to develop an Amenity Cost Charges (ACC) Bylaw to help fund the costs of amenities needed to adequately service the demands of small-scale multi-unit housing options.

That Council direct staff to update Langley Development Cost Charges (DCC) Bylaw No. 5897 by adding new provisional uses permitted by the Local Government Act and to update the rate structure to include appropriate charges for small-scale multi-unit housing development.

That Council direct staff to develop a delegated Form and Character Development Permit Area for small-scale multi-unit housing options.

That Council direct staff to review and revise existing Development Permit Area designations and guidelines to address small-scale multi-unit housing.

That Council direct staff to complete a comprehensive review of water and sewer system capacity to determine thresholds and potential infrastructure impacts of small-scale multi-unit housing development, and that the facilitation of any new service connections or extensions for small-scale multi-unit housing are deferred until the review is complete.

That staff monitor small-scale multi-unit housing impacts and report back in one year with information and recommended revisions to the Zoning Bylaw or other plans/bylaws if required.

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

Explanation – Bylaw No. 6020

Bylaw No. 6020 amends the Township of Langley Zoning Bylaw 1987 No. 2500 to reflect changes to the Local Government Act incorporating small-scale multi-unit housing per Bill 44.

Mayor Woodward's Recommended Associated Motions:

That Council direct staff to report to Council with development lands within close proximity of 200 Street from 64 Avenue to 86 Avenue potentially suitable for pre-zoning comprising a potential of up to 7,500 units, with such pre-zonings to be completed prior to March 31, 2025, if so approved by Council to proceed.

That Council direct staff to report to Council on all development sites within the Urban Containment Boundary less than 1.0 acre potentially entitled to SSMUH approvals yet have designations for additional housing density well above 4 units per acre, and for these sites to be considered for pre-zoning, if so approved by Council to proceed; and

That no Building Permit(s) for SSMUHs be issued for any above referenced development sites until such time as Council has considered these sites within a report to Council and confirmed subsequent direction to staff.

H. BYLAWS FOR CONSIDERATION AT THIRD READING

I. BYLAWS FOR FINAL ADOPTION

1. **Cemetery Bylaw Update 2024**
   Bylaw No. 6016
   Bylaw No. 6017
   Report 24-105
   File PW 1030-01

   That Council give final reading to "Cemetery Bylaw 2016 No. 5236 Amendment Bylaw No. 6016", and

   "Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw No. 6017".

   Explanation – Bylaw No. 6016

   Bylaw No. 6016 amends the Cemetery Bylaw through housekeeping to update definitions; language related to right of interment transfer or surrender and lot reclamations; adornment regulations; and clarify interment rights on

I. BYLAWS FOR FINAL ADOPTION

various plot types. Memorial/Marker specifications have been removed from the bylaw and transferred to an operational guideline.

Explanation – Bylaw No. 6017

Bylaw No. 6017 updates the Township of Langley Bylaw Notice Enforcement Bylaw to update violation references within Township of Langley Cemetery Bylaw 2016 No. 5236, as amended.

2. Rezoning Application No. 100440
(Copper Canyon Holdings Inc. / 20450 – 36 Avenue)
Bylaw No. 5205
Bylaw No. 5216
Report 16-56
File CD 07-26-0149

That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Copper Canyon) Bylaw 2016 No. 5205".

That Council abandon "Township of Langley Phased Development Agreement (Copper Canyon Holdings Inc.) Bylaw 2016 No. 5216".

Explanation – Bylaw No. 5205

Bylaw 2016 No. 5205 rezones 3.9 ha (9.7 ac) of land located at 20450 – 36 Avenue to Residential Zone R-1D to permit the subdivision of 40 fee simple single family lots.

Explanation – Bylaw No. 5216

Bylaw 2016 No. 5216 authorizes the Township of Langley to enter into a phased development agreement with Copper Canyon Holdings Inc.

Clerk's Note: Please note that all development prerequisites listed in the Community Development Division report to Council of May 30, 2016 attached to the Bylaw have been satisfactorily addressed. Please also note that Council's January 29, 2024 resolution with regards to Bill 44 and in-stream development applications was considered with the proponent electing to proceed with a voluntary restrictive covenant to maintain single family form, character and use. The Public Hearing for the Bylaw was held on June 13, 2016 with third reading given on June 27, 2016. In accordance with Council policy, staff advise that the Public Hearing for the Bylaw was held more than a year prior to the proposed final reading date. Although resolution of the development prerequisite items was on-going and the on-site rezoning signs remained in place, the Bylaw was delayed due to servicing requirements in the catchment area and a change of ownership.

J. ITEMS FROM PRIOR MEETINGS

The following item was referred to staff to work with the proponent at the October 23, 2023 Regular Council meeting:

1. **Rezoning Application No. 100733**
   (West Creek Farms Ltd. / 25044 – 88 Avenue)
   Bylaw No. 5899
   Report 24-116
   File CD 11-26-0022

   That Council repeal second reading of "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899".

   That Council give second reading to revised Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899 amending Rural Floodplain Zone RU-5 to allow a processing and distribution facility for growing media as a root base medium for commercial sale but excluding any on-site composting or use of any composting materials on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

   1. Approval of the rezoning bylaw by the Ministry of Agriculture and Food.
   2. Confirmation that the existing access and servicing is compliant with the Subdivision and Development Servicing Bylaw 2019 No. 5382.
   3. Submission of the following reports prepared by appropriately qualified professionals to the acceptance of the Township:
      a. Floodplain Management Plan
      b. Noise Mitigation Plan
      c. Dust Management Plan
      d. Odour Management Plan
   4. Registration of a restrictive covenant acceptable to the Township requiring operation of West Creek Farms Ltd. in compliance with the Plans listed in prerequisite 3.
   5. Registration of a restrictive covenant acceptable to the Township to ensure implementation and compliance with the "Quiet Zone" per the Community Standards Bylaw 2019 No. 5448.
   6. Payment of applicable Development Engineering administration fees, Development Works Agreement (DWA) and Latecomer charges.

   That Council authorize staff to schedule the requested Public Hearing.

   Explanation – Bylaw No. 5899

   Bylaw No. 5899 amends Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue.

J. ITEMS FROM PRIOR MEETINGS

The following item was referred to staff for further review and consideration at the January 15, 2024 Regular Meeting:

2. Williams Neighbourhood Plan Update
Bylaw No. 5799
Report 24-120
File BLSI LRP00012

That Council repeal second reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799".

That Council give second reading to the revised "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799".

That Council direct staff to complete an update to the Williams Engineering Services Plan (Williams ESP) and that required funds to complete the update be provided in the amount of $85,000 from the 2023 Township of Langley General Surplus to ensure that there is alignment between the updated Williams Neighbourhood Plan and the Williams ESP.

That Council receive for information the Draft Williams Neighbourhood Plan Amendments to the Willoughby Greenway Amenity Policy.

That Council receive for information the Draft Williams Neighbourhood Plan Amendments to the Community Amenity Contributions Policy.

That Council consider that the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 is consistent with the Township of Langley Financial Plan.

That Council consider and confirm that the revised Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 is consistent with the Metro Vancouver Integrated Liquid Wastewater Resource Management Plan and Integrated Solid Waste and Resource Management Plan.

That Council direct staff to conduct a Public Open House for Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799, Draft Williams Neighbourhood Plan Amendments to the Willoughby Greenway Amenity Policy and Draft Williams Neighbourhood Plan Amendments to the Community Amenity Contributions Policy.

J. ITEMS FROM PRIOR MEETINGS

That Council authorize staff to schedule the required Public Hearing for Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799.

That Council consider and confirm that the consultation process during preparation of the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799.

That Council acknowledge that First Nations may refer the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 via the People of the River Referrals Office to other Sto:lo Nations including the Katzie, Kwantlen, Matsqui and Semiahmoo Nations, provided that the final date for receipt of submissions to the Township of Langley Council is 4:30pm on the date of the advertised Public Hearing for the subject bylaw.

That Council refer the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 as outlined in this report for comment.

Explanation – Bylaw No. 5799

Bylaw No. 5799 amends the Willoughby Community Plan by incorporating the Williams Neighbourhood Plan and related and consequential amendments to land use of the Willoughby Community Plan.

K. MAYOR AND COUNCIL REPORT

L. METRO VANCOUVER AND OTHER REGIONAL COMMITTEE REPRESENTATIVES REPORT

M. ITEMS BROUGHT FORWARD FOR PUBLIC INFORMATION FROM CLOSED MEETINGS

N. FOR INFORMATION

1. **salishan Place by the River Update**
   Memorandum – Engineering and Recreation, Arts and Culture Divisions
   File 0810-30

N. FOR INFORMATION

2. **Unauthorized Tree Removal – 23946 – 62A Crescent**
   Memorandum – Permits, Licences and Inspections Division
   File 6300-01

3. **June 9 Closure at Walnut Grove Community Centre due to Hydro Maintenance**
   Memorandum – Recreation, Arts and Culture Division
   File 7710-01

4. **Seniors Advisory Committee**
   Minutes – May 15, 2024
   File 0540-20

5. **Mayor's Task Force on the Langley Regional Airport**
   Minutes – May 23, 2024
   File 0540-20

O. MOTIONS ARISING FROM INFORMATION

1. **Seniors Advisory Committee Recommended Motion**
   File 0540-20

   That Council direct staff to apply a senior's lens towards all emergency services response planning.

P. OTHER BUSINESS

Mayor Woodward presented the following Notices of Motion within the deadlines according to Council's policy:

1. **Business Licence Reform for Township of Langley Businesses**

   Be it resolved that Council hereby directs staff to report to Council with draft bylaw amendments to Licensing Bylaw 2016 No 5192, as amended, as may be appropriate for Council to consider, to:

   A. Differentiate between simple and complex licence types as the potential basis for a revised policy framework to streamline the business licence processes, application requirements and renewal timelines for a majority of Township of Langley businesses;

   B. Create options for up to 5, 10 and other multi-year business licences for simple commercial, office, and industrial categories that are not home-based, with additional provisions to revoke Business Licences, if necessary;

P. OTHER BUSINESS

C. Consider applicable cost savings for multi-year new licences and renewals, potentially partially offset with adjustments to other complex categories that have other requirements and additional processing overhead;

D. Consolidate, reduce and/or remove Business Licence categories as it may be practical, possible and applicable;

E. Consolidate and rescind Council Policies 07-406 Licensing, 07-407 Liquor Licensing and 07-411 Renewal of Existing Licenses Enforcement into Licensing Bylaw 2016, 5192, as amended;

F. Reduce requirements within Section 4.1(2)(b) for Business Premises where information from previous applicants, licences and/or construction permits is available, potentially with representations made that a Business Premises has remained unchanged;

G. Improve or remove Sections 4.3(1) and for the Township of Langley to allow some or all simple Licence types to secure private insurance as they determine is required, subject to legal review;

H. Otherwise reduce and/or remove requirements and processes that involve the Township of Langley enforcing Applicable Laws of other levels of government where there is no direct responsibility of, or identified need for, or benefit to the Township of Langley to do so, or for this enforcement to apply to a limited subset of applicable Business Licence categories; and

I. Present Council with any other improvements to streamline, improve and reduce application overhead for Township of Langley businesses and staff to complete Business Licensing at a reduced cost, reduced timelines and over inconvenience to Township of Langley businesses.

2. Council Procedure Bylaw Updates and Improvements

Be it resolved that Council direct staff to prepare draft amendments for Council to consider to Bylaw No. 5199 Council Procedure Bylaw, as amended, to further amend the bylaw to:

1. Include that Council members are not permitted to have nor use cellular devices during Closed Meetings of Council to record audio or visual images of the meeting, staff or other Members of Council, at the discretion of the Chair;

2. Add provisions for the Chair to set seating for Members of Council at Regular and Closed meetings of Council; and

P. OTHER BUSINESS

3. Update section 13.02 for Delegation Application Management that in-person public input in the form of a Public Hearing is not permitted by provincial legislation for rezoning bylaws consistent with the Official Community Plan.

3. Neighbourhood Planning and Naming Council Policy Processes

Be it resolved that Council hereby rescinds Neighbourhood Plans - Initiation and Process Council Policy 07-221.

That Council hereby rescinds Public Information Meetings Council Policy 07-222.

That Council hereby amends Name of Parks, Trails, Buildings, Facilities and Infrastructure Council Policy 06-103 to remove Section 4.4 and Section 4.5, with all subsequent sections renumbered to reflect this amendment.

4. Neighbourhood Traffic Calming Council Policy Reform

Be it resolved that Council hereby directs staff to report to Council with amendments to the Neighbourhood Traffic Calming Council Policy 05-110 that:

1. Considers the applicability of Sections 4.3.2, 4.3.3 and 4.3.4, which limit the opportunities for residents and neighbourhood areas to secure traffic calming and improved pedestrian and active transportation safety for locations not fronting parks and schools, but potentially also much needed and deserving;

2. Removes Sections 4.2 and 4.5;

3. Removes Section 4.8;

4. Updates Section 4.1.3, the sole discretion to the Municipal Engineer, to include or reside with Council; and

5. Considers other process or guideline improvements that may be appropriate for Council to consider.

That Council hereby directs staff to report to Council on the potential cost, design and implementation timeline for traffic calming at new and/or existing pedestrian crossings along Billy Brown Road from Glover Road to 96th Avenue, and/or with other options as it may be appropriate for Council to consider.

P. OTHER BUSINESS

5. Lawful and Full Disclosure of Assets for Local Elections

Be it resolved that Council direct staff to review and report to Council on the potential for requiring candidates in local government and school district elections to lawfully and fully disclose assets at the time of nomination, as required by Provincial legislation, and that staff consider and seek legal review to ascertain if the Chief Election Officer can disqualify or take other action if a candidate refuses to do so.

Councillor Ferguson presented the following Notice of Motion within the deadlines according to Council's policy:

6. Langley Bike Parks Repairs and Upgrades

Be it resolved that Council authorizes up to a $100,000 contribution from the Capital Projects Reserve for track improvements and repairs at George Preston Recreation Centre in coordination with Langley BMX.

That Council hereby directs staff to report to Council on the need to potentially repair and improve the Mountain Bike Parks at Yorkson Community Park and Aldergrove Athletic Park.

Councillor Baillie presented the following Notice of Motion within the deadlines according to Council's policy:

7. Spirit Stage Rental

Be it resolved that Council authorize $428.27 in funding from Council Contingency for 50% of the fees associated with renting the Spirit Stage for the September 15, 2024, Charity Car Show event by the Pharaohs Car Club.

Q. MOTION TO RESOLVE INTO CLOSED MEETING

That Council now resolve into a Closed Meeting for discussion of the following items, in accordance with and as identified under Section 90 of the Community Charter:

Item A.1 - Section 90(1) (n) Consideration
Item E.1 - Section 90(1) (e) Property, (k) Negotiations
Item F.1 - Section 90(1) (e) Property, (k) Negotiations
Item G.1 - Section 90(1) (k) Negotiations
Item G.2 - Section 90(2) (b) Intergovernmental Relations
Item G.3 - Section 90(2) (b) Intergovernmental Relations

R. TERMINATE

REGULAR MEETING OF TOWNSHIP COUNCIL MINUTES

Monday, May 27, 2024 at 1:30pm
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

PRESENT: Mayor E. Woodward

Councillors T. Baillie, S. Ferguson, M. Kunst, B. Martens, M. Pratt, K. Richter, R. Rindt and M. vanPopta

C. Kooner, S. Richardson, S. Ruff, J. Winslade, and R. Zwaag

W. Bauer, A. Ruhl, and K. Stepto

ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORIES OF THE COAST SALISH PEOPLES

Mayor Woodward acknowledged the Traditional Territories of the Coast Salish Peoples.

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

1. Regular Council Meeting – May 27, 2024

Moved by Councillor Baillie,
Seconded by Councillor Rindt,
That Council adopt the agenda and receive all agenda items of the Regular Council meeting held May 27, 2024.
CARRIED

B. ADOPTION OF MINUTES

1. Regular Council Meeting – May 13, 2024

Moved by Councillor Ferguson,
Seconded by Councillor Rindt,
That Council adopt the Minutes of the Regular Council meeting held May 13, 2024.
CARRIED

B. ADOPTION OF MINUTES

2. Public Hearing Meeting – May 13, 2024

Moved by Councillor Baillie,
Seconded by Councillor Pratt,
That Council adopt the Minutes of the Public Hearing meeting held May 13, 2024.
CARRIED

C. DELEGATIONS

D. PRESENTATIONS

E. REPORTS TO COUNCIL

1. Agricultural Land Commission Application No. 100451 (Conwest (Gloucester) GP Ltd. / 22710 and 22700 Block of 96 Avenue)
Report 24-109
File CD 11-32-0124

Moved by Councillor Ferguson,
Seconded by Councillor Rindt,
That Council consider the non-farm use application submitted by Conwest (Gloucester) GP Ltd. to the Agricultural Land Commission to permit the habitat compensation works on a 2.16 ha (5.36 ac) portion of a 2.56 ha (6.36 ac) site located at 22710 and the 22700 Block of 96 Avenue and refer the application to the Agricultural Land Commission for consideration based on agricultural merits.
CARRIED

2. Resident Priority Access for Swim Lessons
Report 24-106
File RAC 8020-01

Moved by Councillor vanPopta,
Seconded by Councillor Rindt,
That Council approve the implementation of a resident priority access system for swim lessons as outlined in this report and to be deployed as soon as is practically possible; and

That Council pre-approve funding of approximately $60,000 annually for staff costs from the 2025 budget to implement Option 1.
CARRIED

E. REPORTS TO COUNCIL

3. Capital Request – Bedford Channel Dredging Initial Studies
Report 24-104
File ENG 5330-21-090

Moved by Councillor vanPopta,
Seconded by Councillor Baillie,
That Council authorize the use of $150,000 from the Capital Projects Reserve to retain engineering and environmental qualified professionals to advance anticipated study requirements and dredging plans to support required regulatory permitting to dredge Bedford Channel.
CARRIED

4. Capital Request - AC Watermain Replacement on 28A Avenue between 269 Street and 272 Street
Report 24-107
File ENG 5330-27-102

Moved by Councillor Baillie,
Seconded by Councillor Rindt,
That Council authorize the use of an additional $250,000 from the Water Capital Works Reserve for the construction of the 28A Avenue Asbestos Concrete Watermain Replacement project between 269 Street and 272 Street.
CARRIED

F. BYLAWS FOR FIRST AND SECOND READING

1. Official Community Plan Amendment and Rezoning Application No. 100278 and Development Variance Permit No. 100157 (Qualico Communities / 8440 – 206 Street, 20701 – 84 Avenue and 8400 Block of 207A Street)
Bylaw No. 5964
Bylaw No. 5965
Report 24-108
File CD 08-26-0231

Moved by Councillor Pratt,
Seconded by Councillor Rindt,
That Council give first and second reading to Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Yorkson Neighbourhood Plan) Bylaw 2001 No. 4030 Amendment (1124300 BC Ltd.) Bylaw No. 5964 and Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (1124300 BC Ltd.) Bylaw No. 5965 rezoning approximately 2.24 ha (5.54 ac) of land located at 20701 – 84 Avenue, 8440 – 206 Street and 8400 Block of 207A Street to Residential Zone R-1A and Residential Compact Lot Zones R-CL(A),

F. BYLAWS FOR FIRST AND SECOND READING

R-CL(B), R-CL(SD) and R-CL(RH) to facilitate development of 18 rowhouse units, 10 semi-detached units and 28 single family lots, subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

1. A Servicing Agreement being entered into with the Township to secure required road and utility upgrades and extensions in accordance with the Township's Subdivision and Development Servicing Bylaw.
2. Provision of road dedications, widenings, and necessary traffic improvements for 206 Street, 206A Street, 207 Street, 207A Street, 84 Avenue and 84A Avenue and associated lanes in accordance with the Township's Master Transportation Plan, Subdivision and Development Servicing Bylaw and the Yorkson Neighbourhood Plan.
3. Provision of a 3.0 metre (9.84 ft) wide public walkway connecting 84 Avenue to 84A Avenue.
4. Submission of an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw.
5. Provision of a final tree management plan incorporating tree retention, replacement, protection details, and security in compliance with the Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection).
6. Registration of restrictive covenants acceptable to the Township:
    a. restricting development on the proposed R-CL(RH) and R-CL(SD) lots until a Development Permit is issued for the site
    b. identifying the lots/units (minimum 5% of single family lots) required in accordance with the Schedule 2 – Adaptable Housing Requirements of the Township's Official Community Plan
    c. prohibiting the development of secondary suites and prohibiting garages from being developed for purposes other than parking of vehicles within units zoned Residential Compact Lot Zones R-CL(RH) and R-CL(SD)
    d. as proposed by the applicant, maintaining single family uses on proposed single family lots.
7. Approval of the rezoning bylaw by the Ministry of Transportation and Infrastructure.
8. Compliance with the Community Amenity Contributions Policy, Greenway Amenity Policy and the Township's 5% Neighbourhood Park Land Acquisition Policy.
9. Payment of applicable Neighbourhood Planning Administration fees, supplemental Rezoning fees, Development Engineering and Green Infrastructure Services administration fees, Development Works Agreement (DWA) and Latecomer charges.

That Council at the time of final reading of Bylaw No. 5965 authorize the issuance of Development Variance Permit No. 100157 (siting variance) as follows:

F. BYLAWS FOR FIRST AND SECOND READING

a. Section 401.5(1) – Siting of Buildings and Structures of Township of Langley Zoning Bylaw No. 2500 being varied to reduce the minimum front lot line setback requirement from 6 metres to 2.5 metres for the principal building on proposed Lots 1 – 4 as indicated in Schedule A.

That Council consider that Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Yorkson Neighbourhood Plan) Bylaw 2001 No. 4030 Amendment (1124300 BC Ltd.) Bylaw No. 5964 is consistent with the Township's Five Year Financial Plan as updated annually and with Metro Vancouver's Integrated Liquid Waste Resource Management Plan and Integrated Solid Waste Resource Management Plan, Housing Needs Report, and with the consultation requirement of Official Community Plan Consultation Policy (07-160).

That Council authorize staff to schedule the required Public Hearing for Bylaws No. 5964 and 5965.
CARRIED

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

1. Cemetery Bylaw Update 2024
Bylaw No. 6016
Bylaw No. 6017
Report 24-105
File PW 1030-01

Moved by Mayor Woodward,
Seconded by Councillor Rindt,
That Council give first, second and third reading to Cemetery Bylaw 2016 No. 5236 Amendment Bylaw No. 6016.

That Council give first, second and third reading to amendments to the Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw No. 6017.

That Council endorse Markers Operational Guideline in the form as presented in Attachment A.

REFERRAL
Moved by Councillor Richter,
Seconded by Councillor Kunst,
That Cemetery Bylaw Update 2024 be referred to staff for a presentation.
DEFEATED

Mayor Woodward and Councillors Baillie, Ferguson, Pratt, Rindt, and vanPopta opposed

G. BYLAWS FOR FIRST, SECOND AND THIRD READING

MAIN MOTION
The question was called on the Main Motion, and it was
CARRIED

Councillor Richter opposed

H. BYLAWS FOR CONSIDERATION AT THIRD READING

I. BYLAWS FOR FINAL ADOPTION

1. Rezoning Application No. 100563 and
Development Permit Application No. 101072
(1135819 BC Ltd. / DF Architecture / 7848 – 204 Street)
Bylaw No. 5758
Report 22-10
File CD 08-23-0136

Moved by Councillor Rindt,
Seconded by Councillor Pratt,
That Council give final reading to "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (1135819 B.C. Ltd) Bylaw No. 5758".
CARRIED

Development Permit No. 101072

Moved by Councillor Ferguson,
Seconded by Councillor Rindt,
That Council authorize issuance of Development Permit No. 101072 (1135819 BC Ltd. / DF Architecture / 7848 – 204 Street) in accordance with Attachment A subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A";
b. On-site landscaping plans being in substantial compliance with Schedule "B" and in compliance with Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection) and the Township's Street Trees and Boulevard Plantings Policy;

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw;
b. Completion of an on-site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw;

I. BYLAWS FOR FINAL ADOPTION

c. On-site landscaping to be secured by letter of credit at building permit stage;
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place; and
e. Payment of supplemental development permit application fees, Development Cost Charges, and building permit administration fees.

CARRIED

2. Civic Infrastructure Phase 2 Loan Authorization Bylaw and Alternative Approval Process
Bylaw No. 5991
Report 24-32
File FIN 1760-20

Moved by Mayor Woodward,
Seconded by Councillor Rindt,
That Council give final reading to "Civic Infrastructure Phase 2 Loan Authorization Bylaw No. 5991".
CARRIED

Councillor Richter opposed

J. ITEMS FROM PRIOR MEETINGS

1. Addressing the Township's Street Parking Challenges
Report 24-92
File ENG 5480-01

Moved by Councillor Pratt,
Seconded by Councillor Rindt,
That Council direct staff to engage the services of a qualified consultant to undertake a parking study to review on-street parking management best practices and development of a cash-in-lieu parking policy at an estimated cost of $75,000 with $37,500 to be funded from the Capital Projects Reserve and the remaining $37,500 from existing and available Transportation operating funding.

MOTION WITHDRAWN
Moved by Councillor Baillie,
Seconded by Councillor Rindt,
That the motion be withdrawn.
CARRIED

Councillor Richter opposed

J. ITEMS FROM PRIOR MEETINGS

MOTION #1
Moved by Mayor Woodward,
Seconded by Councillor Rindt,
That Council direct staff to undertake a parking study to review on-street parking best practices at an estimated cost of $75,000 with $37,500 funded from the Capital Projects Reserve and $37,500 funded from Transportation Operating funding;

That Council endorse the concept of resident-only parking in the Langley Memorial Hospital area and public parking on arterial roadways during non-peak hours and direct staff to include the feasibility and implications for both in the parking study; and

That Council direct staff to develop a new cash-in-lieu parking provision program for the Aldergrove Downtown Core in anticipation of the new parkade facility.

MOTION TO DIVIDE
Moved by Councillor Martens,
Seconded by Councillor Richter,
That the motion be divided.
MAYOR WOODWARD RULED THE MOTION OUT OF ORDER

CHALLENGE TO THE CHAIR
Councillor Richter challenged the Chair.

The question was called on the motion to sustain the Chair, and it was
SUSTAINED

Councillors Kunst, Martens, and Richter opposed

AMENDMENT
Moved by Councillor Kunst,
Seconded by Councillor Baillie,
That the second paragraph be amended to change the word “endorse” to “explore”.
CARRIED

MAIN MOTION, AS AMENDED
The question was called on the Main Motion, as amended, and it was
CARRIED

Councillor Richter opposed

MAYOR DECLARES CONFLICT OF INTEREST
Mayor Woodward declared a Conflict of Interest under Section 100 of the Community Charter due to a non-pecuniary interest and left the meeting at 2:20pm.

Councillor vanPopta assumed the position of Chair.

J. ITEMS FROM PRIOR MEETINGS

MOTION #2
Moved by Councillor Pratt,
Seconded by Councillor vanPopta,
That Council direct staff to review the existing cash-in-lieu parking provision program prescribed in Fort Langley Off-Street Parking Bylaw 1995 No. 3472.
CARRIED

Councillor Richter opposed

Mayor Woodward re-entered the meeting at 2:22pm and assumed the position of Chair.

K. MAYOR AND COUNCIL REPORT

Councillor Ferguson reported that he and other Councillors walked in the May Day Parade in Fort Langley.

Councillor Richter reported that she attended the Fraser Valley Economic Summit.

L. METRO VANCOUVER AND OTHER REGIONAL COMMITTEE REPRESENTATIVES REPORT

Councillor Ferguson reported that he attended a Zero Waste Committee meeting.

M. ITEMS BROUGHT FORWARD FOR PUBLIC INFORMATION FROM CLOSED MEETINGS

The following resolution is being released from the April 29, 2024 Closed Council meeting for public information:

1. **Naming Request - Les Clay Memorial Grove**
   Report C24-14
   File FCP 0530-05

   That Council endorse naming the garden directly west of the Rotary Interpretive Centre at Derek Doubleday Arboretum (labelled as #16 Rhododendron Garden in Attachment B, Park Map), the “Les Clay Memorial Grove”.

   That Council allocate $1,750 from 2024 Council Contingency to support the design, fabrication, and installation of an interpretive plaque at the Les Clay Memorial Grove.
   CARRIED

   Section 90(1) (b) Personal

N. FOR INFORMATION

1. 216 Street from 80 Avenue to Highway 10
Memorandum – Engineering
File 5260-26-001

2. Heritage Advisory Committee
Minutes – May 1, 2024
File 0540-20

3. Recreation, Culture, and Parks Advisory Committee
Minutes – May 8, 2024
File 0540-20

O. MOTIONS ARISING FROM INFORMATION

1. Heritage Advisory Committee Recommended Motion
File 0540-20

Moved by Councillor Rindt,
Seconded by Councillor Kunst,
That Council add the Jacob Haldi House to the Township of Langley Community Heritage Register to formally recognize its heritage value.
CARRIED

2. Recreation, Culture, and Parks Advisory Committee Recommended Motion
File 0540-20

Moved by Councillor Baillie,
Seconded by Councillor Pratt,
That Council approve the amended Recreation, Culture, and Parks Terms of Reference, as presented as Attachment A to the Committee's May 8, 2024 minutes.
CARRIED

P. OTHER BUSINESS

1. Aldergrove Starfish Backpack Program

Moved by Councillor Baillie,
Seconded by Councillor Rindt,
That the Aldergrove Starfish Backpack Program be re-imbursed their permit fees of $434.00, funded from Council Contingency.
CARRIED

P. OTHER BUSINESS

2. Langley Rib Fest

Moved by Councillor Baillie,
Seconded by Councillor Ferguson,
That the Langley Rib Fest be granted $5,000 from Council Contingency to help offset their rental costs of McLeod Athletic Park.
CARRIED

3. Closure of Yorkson Creek Dog Park

Moved by Councillor Richter,
Seconded by Councillor Kunst,
That the delegation from Ron and Sandra Yaworski at the May 13, 2024 Regular Council meeting, item #9 on the May 29, 2024 Distribution List and items #2 and 3 on the May 16, 2024 Distribution List be referred to staff for a report.
DEFEATED

Mayor Woodward and Councillors Baillie, Ferguson, Rindt, and vanPopta opposed

Q. MOTION TO RESOLVE INTO CLOSED MEETING

Moved by Mayor Woodward,
Seconded by Councillor Rindt,
That Council now resolve into a Closed Meeting for discussion of the following items, in accordance with and as identified under Section 90 of the Community Charter:

Item A.1 - Section 90(1) (n) Consideration
Item E.1 - Section 90(1) (e) Property
Item F.1 - Section 90(1) (e) Property, (k) Negotiations
Item G.1 - Section 90(1) (g) Legal
Item G.2 - Section 90(1) (g) Legal
Item G.3 - Section 90(1) (g) Legal
Item I.1 - Section 90(1) (e) Property
Item I.2 - Section 90(1) (g) Legal
Item I.3 - Section 90(1) (g) Legal
Item I.4 - Section 90(1) (g) Legal

CARRIED

R. TERMINATE

Moved by Councillor Rindt,
Seconded by Councillor vanPopta,
That the meeting terminate at 2:44pm.
CARRIED

CERTIFIED CORRECT:

Mayor

Township Clerk

Township of Langley

Est. 1873

REGULAR MEETING OF TOWNSHIP COUNCIL

FOR THE PURPOSE OF PUBLIC HEARING MINUTES

Monday, May 27, 2024 at 7:00pm
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

PRESENT: Mayor E. Woodward

Councillors T. Baillie, S. Ferguson, M. Kunst, B. Martens, M. Pratt, K. Richter, and R. Rindt

S. Richardson

S. Little and K. Stepto

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

1. Regular Meeting for Public Hearing and Development Permits – May 27, 2024

Moved by Councillor Rindt,
Seconded by Councillor Ferguson,
That Council adopt the agenda and receive the agenda items of the Regular Meeting for Public Hearing and Development Permits held May 27, 2024.
CARRIED

B. PUBLIC HEARING

1. Official Community Plan Amendment and Rezoning Application No. 100262 (Orstad / O'Grady / 9828 – 203 Street) Bylaw No. 5955 Bylaw No. 5956 Report 24-102
File CD 09-02-0180

"Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Northwest Langley Community Plan) Bylaw 1985 No. 2323 Amendment (Orstad / O'Grady) Bylaw No. 5955",

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Orstad / O'Grady) Bylaw No. 5956"

B. PUBLIC HEARING

Explanation – Bylaw No. 5955

S. Richardson explained that Bylaw No. 5955 amends the Northwest Langley Community Plan to permit up to 21.4 uph (8.4 upa) on the property located at 9828 – 203 Street. 86 public notices were mailed out.

Explanation – Bylaw No. 5956

S. Richardson explained that Bylaw No. 5956 rezones a 0.14 ha (0.36 ac) property located at 9828 – 203 Street to Residential Zone R-1A to facilitate three single family lots.

Submissions from the public:

The following written submission was received from the public:

1. J. Dhatt, a Langley resident, expressing concerns regarding updating services and widening 98 Avenue.

MOTION
Moved by Councillor Baillie,
Seconded by Councillor Rindt,
That Council consider third reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Northwest Langley Community Plan) Bylaw 1985 No. 2323 Amendment (Orstad / O'Grady) Bylaw No. 5955", and

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Orstad / O'Grady) Bylaw No. 5956".
CARRIED

MOTION
Moved by Councillor Pratt,
Seconded by Councillor Baillie,
That Council give third reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Northwest Langley Community Plan) Bylaw 1985 No. 2323 Amendment (Orstad / O'Grady) Bylaw No. 5955", and

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Orstad / O'Grady) Bylaw No. 5956".
CARRIED

B. PUBLIC HEARING

2. Official Community Plan Amendment and Rezoning Application No. 100285 (0938430 BC Ltd. / Cre 8 Architecture Ltd. / 20306 – 82 Avenue)
Bylaw No. 6013
Bylaw No. 6014
Report 24-100
File CD 08-26-0224

"Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Latimer Neighbourhood Plan) Bylaw 2015 No. 5101 Amendment (0938430 BC Ltd. / Cre8 Architecture Ltd.) Bylaw No. 6013",

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (0938430 BC Ltd. / Cre 8 Architecture Ltd.) Bylaw No. 6014"

Explanation – Bylaw No. 6013

S. Richardson explained that Bylaw No. 6013 amends the Willoughby Community Plan for land located at 20306 – 82 Avenue to change the land use designation from Residential to Multi Family. Bylaw No. 6013 also amends the Latimer Neighbourhood Plan to designate the subject lands to Rowhouse/Townhouse (22 UPA) land use designation. 837 public notices were mailed out.

Explanation – Bylaw No. 6014

S. Richardson explained that Bylaw No. 6014 rezones 1.92 ha (4.76 ac) of land located at 20306 – 82 Avenue from Suburban Residential Zone SR-2 to Comprehensive Development Zone CD-131 to facilitate development of approximately 103 townhouse units.

Submissions from the public:

There were no submissions received from the public.

MOTION
Moved by Councillor Ferguson,
Seconded by Councillor Pratt,
That Council consider third reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Latimer Neighbourhood Plan) Bylaw 2015 No. 5101 Amendment (0938430 BC Ltd. / Cre8 Architecture Ltd.) Bylaw No. 6013", and

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (0938430 BC Ltd. / Cre 8 Architecture Ltd.) Bylaw No. 6014".
CARRIED

B. PUBLIC HEARING

MOTION
Moved by Councillor Baillie,
Seconded by Councillor Pratt,
That Council give third reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Latimer Neighbourhood Plan) Bylaw 2015 No. 5101 Amendment (0938430 BC Ltd. / Cre8 Architecture Ltd.) Bylaw No. 6013", and

"Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (0938430 BC Ltd. / Cre 8 Architecture Ltd.) Bylaw No. 6014".
CARRIED

Councillor Richter opposed

C. TERMINATE

Moved by Councillor Rindt,
Seconded by Councillor Baillie,
That the meeting terminate at 7:07pm
CARRIED

CERTIFIED CORRECT:

_____
Mayor

_____
Township Clerk

Council Delegation Request

All persons or organizations who wish to appear before Council as a delegation must submit a written request.

1 Delegate Information

Applicant/Organization name

The Langley BMX Association

2 Council Meeting Information

Council meeting date

Mon, June 10, 2024 at 1:30pm

3 Topic

To build a stronger relationship with the Township of Langley along with some funding.

4 Additional Information

Purpose of presentation ☐ Information only ☐ Request letter of support ☑ Request funds ☐ Other

Desired resolution

To obtain funding to update and modernize the langley BMX track to more current standards

5 Meeting Location

Fraser River Presentation Theatre, 4th Floor
Township of Langley Civic Facility
20338 – 65 Avenue, Langley, BC V2Y 3J1

Office use only

☐ Approved ☐ Declined ☐ Other ☐ Applicant informed

SEE NEXT

Township of Langley
Legislative Services Department
20338 – 65 Avenue, Langley, BC V2Y 3J1 | 604-533-6011 | tol.ca

From: do_not_reply@notifications.tol.ca
To: legservicesinfo
Subject: Delegation Requests by Thomas Kreisz
Date: Wednesday, June 05, 2024 8:17:22 AM

Please note the following response to Delegation Requests has been submitted at Wednesday June 5th 2024 8:12 AM.

- **I/we would like to appear as a delegation at the Council meeting on (at the 1:30pm Regular Meeting)**
  6/10/2024
- **Name of delegate or organization wishing to appear**
  Thomas Kreisz
- **Topic**
  Reconsideration or reduction of penalties issued with bylaw no. 5478 and bylaw no. 4616
- **Purpose of presentation**
  Other
- **for other, describe here:**
  Reconsideration or reduction in penalties
- **Full name**
  Thomas Kreisz
- **Email address**
  FOIPPA s.22(1)
- **Address**
  FOIPPA s.22(1)
- **Primary Phone**
  FOIPPA s.22(1)

[This is an automated email notification -- please do not respond]

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 – REGULAR MEETING	**REPORT:**	24-118
FROM:	FINANCE DIVISION	**FILE:**	1830-02
SUBJECT:	2023 AUDITED CONSOLIDATED FINANCIAL STATEMENTS		

RECOMMENDATION:

That Council receive and accept the 2023 Audited Consolidated Financial Statements for inclusion in the Annual Report and Statement of Financial Information.

EXECUTIVE SUMMARY:

Under section 167 of the *Community Charter*, the financial officer must present the Township's audited consolidated financial statements to Council for their acceptance and inclusion in the Annual Report.

The 2023 Consolidated Financial Statements include Langley Facilities Society, Ten Feet Sports and Entertainment Ltd operations and TOL Facilities and Development Housing Society. The statements have been prepared in accordance with public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

It is anticipated that KPMG LLP will give the Township an unmodified audit opinion on the consolidated financial statements. It stated that in their opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Township as at December 31, 2023, and its consolidated operational results, its change in consolidated net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Under Canadian Auditing Standards (CAS – 700 *Forming an Opinion and Reporting on Financial Statements),* an auditors' final report date must be no earlier than the date of Council's acceptance of the Township's financial statements, in final form. The *draft* status will be removed after Council accepts the consolidated financial statements presented at the Regular Meeting on June 10, 2024. The consolidated financial statements, with the final Auditors' Report, will then be included in the Annual Report and made available for the public for 2 weeks starting June 10, 2024, after which they will return to Council for final approval on June 24, 2024, together with the annual Statement of Financial Information.

PURPOSE:

Report No. 24-118 presents the Township consolidated financial statements for receipt and acceptance by Council, which will enable the Auditors to issue their final Auditors' Report in compliance with Canadian Auditing Standards.

DISCUSSION/ANALYSIS:

Under section 167 of the *Community Charter*, the financial officer must present the Township's audited consolidated financial statements to Council for their acceptance and inclusion in the Annual Report.

The 2023 Consolidated Financial Statements include Langley Facilities Society, Ten Feet Sports and Entertainment Ltd operations and TOL Facilities and Development Housing Society. The statements have been prepared in accordance with public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

It is anticipated that KPMG LLP will give the Township an unmodified audit opinion on the consolidated financial statements. It stated that in their opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Township as at December 31, 2023, and its consolidated operational results, its change in consolidated net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Under Canadian Auditing Standards (CAS – 700 *Forming an Opinion and Reporting on Financial Statements),* an auditors' final report date must be no earlier than the date of Council's acceptance of the Township's financial statements, in final form. The *draft* status will be removed after Council accepts the consolidated financial statements presented at the Regular Meeting on June 10, 2024. The consolidated financial statements, with the final Auditors' Report, will then be included in the Annual Report and made available for the public for 2 weeks starting June 10, 2024, after which they will return to Council for final approval on June 24, 2024, together with the annual Statement of Financial Information.

Respectfully submitted,

Cherry Li
MANAGER, FINANCIAL REPORTING

ATTACHMENT A – Draft 2023 Audited Financial Statements
ATTACHMENT B – 2023 Audit Finding Report

Financial Report

For the year ended December 31, 2023

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Report from the Director, Finance Division

To Mayor Eric Woodward and Members of Council;

I am pleased to present the 2023 Financial Statements and the audit report of our external auditors, KPMG LLP. Pursuant to Section 167 of the *Community Charter*, these statements are prepared and presented to provide sufficient information for readers to understand the consolidated financial position and consolidated results of Township of Langley ("the Township") operations.

The consolidated financial statements are the responsibility of the management of the Township and its Council. The financial statements and related information have been prepared in accordance with Canadian public sector accounting Standards as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada (CPA).

Management is responsible for the accuracy, integrity, and objectivity of these statements and for implementing and maintaining a system of internal controls to safeguard Township assets and provide reasonable assurance that financial information is reliable.

The role of our external auditors, KPMG LLP, is to conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and to express their opinion on the consolidated financial statements. To provide reasonable assurance that the consolidated financial statements are presented fairly, their examination includes consideration of Township systems of internal control and appropriate tests and procedures. The external auditors have full and free access to Township Council and staff.

KPMG LLP has given the Township an unmodified audit opinion on the Township's consolidated financial statements. In their opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Township as at December 31, 2023, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

The Township's Consolidated Net Financial Assets decreased by $49.8 million to $74.9 million at December 31, 2023. The acquisition of tangible capital assets and increases in operating expenses contributed to the decrease in consolidated net financial assets. This was partially offset by the increase in grants revenue, DCC contribution revenue, and property taxes revenue.

Debt and Agreements Payable balance decreased by $9.8 million to $167.3 million. Debt and Agreements Payable is repayable from a combination of Development Cost Charges, utility revenue, and operating revenue.

Total Tangible Capital Assets for the Township, at historical cost, net of accumulated amortization expense, amounts to $2.4 billion.

Capital asset additions for 2023 are $242.3 million. Each year developers construct capital infrastructure that are contributed to the Township. For 2023, this contribution by developers amounts to $78.1 million or 32% of total capital asset additions. As a percentage of total capital additions, 12% or $29.8 million was funded from Development Cost Charge.
Under PSAB requirements, the annual surplus of $143.9 million includes surplus from operations and additional surplus from current investments in capital assets as follows:

- Surplus as a result of recognizing funds received for capital projects as income, net of amortization expense, without recognizing the related capital expense and
- Surplus as a result of recognizing the value of contributed capital assets from developers as revenue in the year the assets are put into service

Accumulated Surplus balance of $2.5 billion (2022 - $2.3 billion) is comprised of four categories as follows:

- Operating Surplus $147.3 million
  (2022 - $174.3 million)
- Capital Surplus $8.9 million
  (2022 - $29.8 million)
- Statutory Reserve $91.5 million
  (2022 - $99.3 million)
- Investment in Tangible Capital Assets $2.24 billion
  (2022 - $2.04 billion)

In 2023, the Township continued to manage through economic pressures from supply chain shortages, labour market conditions, and high inflation. Despite these challenges, the Township's ongoing economic goals include achieving fiscal stability and health, strengthening our economy, and investing in effective infrastructure. Our financial plans reflect these goals and this year's financial results are inline with financial plans approved by Council.

Sandra Ruff
S. Ruff CPA, CA
Director of Finance

AUDITED

Consolidated Financial Statements

2023

And Independent Auditor's Report thereon

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of Corporation of the Township of Langley

Opinion

We have audited the consolidated financial statements of Corporation of the Township of Langley (the "Township"), which comprise:

- the consolidated statement of financial position as at December 31, 2023
- the consolidated statement of operations for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes and schedules to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Township as at December 31, 2023, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

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Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the Township in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

KPMG LLP, an Ontario limited liability partnership and member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee.
KPMG Canada provides services to KPMG LLP.

Other Information

Management is responsible for the other information. Other information comprises the information, other than the financial statements and the auditor's report thereon, included in a document entitled "Annual Report 2023".

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in the Annual Report 2023 as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Township's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Township or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Township's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

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We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Township's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Township to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

Chartered Professional Accountants

Vancouver, Canada
June 10, 2024

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Consolidated Statement of Financial Position

As at December 31, 2023 *(in thousands of dollars)*

		2023		2022
FINANCIAL ASSETS				
Cash and cash equivalents (Note 3)	$	**147,017**	$	157,950
Investments (Note 3)		**328,483**		399,900
Accounts receivable (Note 4)		**98,103**		78,723
Assets held for sale		**2,044**		2,178
		575,647		638,751
LIABILITIES				
Accounts payable and accrued liabilities (Note 5)		**98,955**		100,426
Employee future benefits (Note 18)		**5,462**		5,514
Deposits and prepayments (Note 6)		**77,405**		87,269
Deferred revenue (Note 7)		**22,705**		21,037
Development cost charges (Note 8)		**125,582**		122,698
Debt and agreements payable (Note 9)		**167,263**		177,091
Asset retirement obligations (Note 10)		**3,328**		-
		500,700		514,035
NET FINANCIAL ASSETS		**74,947**		124,716
NON-FINANCIAL ASSETS				
Inventories of supplies		**2,025**		1,875
Prepaid expenses		**2,659**		2,478
Tangible capital assets (Note 11)		**2,405,015**		2,211,639
		2,409,699		2,215,992
ACCUMULATED SURPLUS (Note 12)	**$**	**2,484,646**	$	2,340,708

Contingencies and commitments (Note 15)
Contractual rights (Note 23)

See accompanying Notes and Schedules to the Consolidated Financial Statements

Sandra Ruff, CPA, CA
Director of Finance

Eric Woodward
Mayor, Township of Langley

Consolidated Statement of Operations

For the year ended December 31, 2023 *(in thousands of dollars)*

	Budget 2023 (Note 1(a) and 21)	**2023**	2022
REVENUE			
Property taxes	$ 174,759	**$ 175,090**	$ 162,833
Fees, rates and service charges	95,963	**101,762**	117,806
Grants and grants in lieu of taxes	25,241	**49,341**	20,334
Service cost recoveries	4,761	**6,574**	4,590
Gain on disposal of assets	-	**-**	44,645
Investment income	1,657	**22,727**	13,721
Local area service contributions	10,327	**251**	-
Contribution from development cost charges (Note 8)	111,507	**34,766**	12,923
Other developer contributions (Note 11(b))	690	**78,130**	86,058
Other income	121,962	**9,640**	7,990
	546,867	**478,281**	470,900
EXPENSES			
General government	34,092	**37,669**	32,364
Police protection	48,129	**44,581**	39,545
Fire protection	21,744	**23,176**	23,229
Facilities maintenance	16,239	**16,427**	15,665
Community planning and development	16,930	**13,212**	13,095
Recreation and culture	32,811	**36,001**	36,154
Parks	16,047	**20,210**	19,346
Transportation	38,603	**58,200**	49,231
Stormwater	9,551	**14,318**	12,596
Water	37,409	**41,162**	33,048
Sewer	19,187	**20,713**	18,025
Solid waste	8,698	**8,674**	8,374
	299,440	**334,343**	300,672
ANNUAL SURPLUS	247,427	**143,938**	170,228
ACCUMULATED SURPLUS, beginning of year	2,340,708	**2,340,708**	2,170,480
ACCUMULATED SURPLUS, end of year	$ 2,588,135	**$ 2,484,646**	$ 2,340,708

See accompanying Notes and Schedules to the Consolidated Financial Statements

Consolidated Statement of Change in Net Financial Assets

For the year ended December 31, 2023 (in thousands of dollars)

	Budget 2023 (Note 1(a) and 21)	**2023**	2022
ANNUAL SURPLUS	**$** 247,427	**$ 143,938**	$ 170,228
Acquisition of tangible capital assets	(502,117)	**(161,445)**	(70,909)
Increase in asset retirement obligations	-	**(3,328)**	-
Developer contributed tangible capital assets	(690)	**(77,576)**	(85,166)
Reclassification of assets held for sale	-	**-**	337
Amortization of tangible capital assets	-	**46,240**	42,684
Loss (gain) on disposal of tangible capital assets	-	**2,457**	(37,344)
Proceeds on disposal of tangible capital assets	-	**276**	48,928
	(255,380)	**(49,438)**	68,758
Acquisition of inventories of supplies	(1,600)	**(2,025)**	(1,875)
Acquisition of prepaid expenses	(2,295)	**(2,659)**	(2,478)
Consumption of inventories of supplies	1,600	**1,875**	1,404
Use of prepaid expenses	2,295	**2,478**	2,389
	-	**(331)**	(560)
CHANGE IN NET FINANCIAL ASSETS	(255,380)	**(49,769)**	68,198
NET FINANCIAL ASSETS, beginning of year	124,716	**124,716**	56,518
NET FINANCIAL ASSETS, end of year	**$** (130,664)	**$ 74,947**	$ 124,716

See accompanying Notes and Schedules to the Consolidated Financial Statements

Consolidated Statement of Cash Flows

For the year ended December 31, 2023 (in thousands of dollars)

	2023	2022
CASH PROVIDED BY (USED IN)		
OPERATING ACTIVITIES		
Annual surplus	**$ 143,938**	$ 170,228
Items not involving cash:		
Amortization of tangible capital assets	**46,240**	42,684
Loss (gain) on disposal of tangible capital assets	**2,457**	(37,344)
Developer contributed tangible capital assets	**(77,576)**	(85,166)
Change in non-cash operating working capital:		
Accounts receivable	**(19,380)**	(5,159)
Assets held for sale	**134**	457
Accounts payable and accrued liabilities	**(1,471)**	24,706
Employee future benefits	**(52)**	103
Deposits and prepayments	**(9,864)**	(46)
Deferred revenue	**1,668**	632
Development cost charges	**2,884**	7,087
Inventories of supplies	**(150)**	(471)
Prepaid expenses	**(181)**	(89)
Net change in cash from operating activities	**88,647**	117,622
CAPITAL ACTIVITIES		
Cash used to acquire tangible capital assets	**(161,445)**	(70,909)
Proceeds on disposal of tangible capital assets	**276**	48,928
Net change in cash from capital activities	**(161,169)**	(21,981)
FINANCING ACTIVITIES		
Repayment of debt and agreements payable	**(9,828)**	(11,819)
Net change in cash from financing activities	**(9,828)**	(11,819)
INVESTING ACTIVITIES		
Change in investments	**71,417**	(187,335)
Net change in cash from investing activities	**71,417**	(187,335)
CHANGE IN CASH AND CASH EQUIVALENTS	**(10,933)**	(103,513)
CASH AND CASH EQUIVALENTS, beginning of year	**157,950**	261,463
CASH AND CASH EQUIVALENTS, end of year	**$ 147,017**	$ 157,950

See accompanying Notes and Schedules to the Consolidated Financial Statements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2023

Notes to the Consolidated Financial Statements

For the year ended December 31, 2023 (*in thousands of dollars*)

Notes to the consolidated financial statements are an integral part of the consolidated financial statements and explain significant accounting policies and principles underlying the consolidated financial statements. They also provide relevant explanatory information.

The Corporation of the Township of Langley (the "Township") is incorporated under the Local Government Act of British Columbia. The Township's principal activities include the provision of local government services to residents and businesses in the Township of Langley. These services include administrative, protective, transportation, recreational, parks, library, water, sewer, stormwater, solid waste disposal, and recycling. General resources and operations of the Township are segregated into operating, capital, and reserve funds. The Community Charter of British Columbia requires revenue and expenses to be in accordance with the five-year financial plan adopted annually by Council. The budget for each year of the plan must be balanced so that annual expenses do not exceed the total of revenue, transfers from reserves and surplus, and proceeds from debt.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Township are prepared in accordance with Public Sector Accounting Standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

a) Basis of Consolidation

The consolidated financial statements include the Township's Operating, Capital and Reserve Funds consolidated with Langley Facilities Society (the "Society") and Bedford House Rehabilitation Society ("Bedford House").

The Society, which is wholly-controlled by the Township, was incorporated on March 12, 2009, and was formed to operate the Langley Events Centre and other Township facilities. Other purposes of the Society include promotion and/or sponsorship of educational, recreational, heritage, cultural, airport operations and assisted housing activities and events within the Township of Langley.

Bedford House, which is wholly-controlled by the Township, was incorporated on January 23, 2017 and was formed to preserve the heritage elements of the building formerly known as the Bedford House Restaurant in Fort Langley, in particular the Jacob Haldi House, through restoration of buildings in the former location of the Bedford House Restaurant, in the vicinity thereof, or otherwise within the Township of Langley. Another purpose of this society is to advocate for the preservation and maintenance of historically significant buildings in local communities. Bedford House has had no transactions, fund balances or activities.

Ten Feet Sports and Entertainment Ltd (the "Subsidiary"), a wholly-owned subsidiary of the Society, was incorporated on April 26, 2010. The purpose of the Subsidiary is to operate the Langley Events Centre and facilitate other events throughout the community.

The University District Housing Society ("UDHS"), which is controlled by the Society, was incorporated on September 17, 2018, and was formed to assist with the application for funding from other levels of government. The UDHS has had no transactions, fund balances or activities to date.

The TOL Facilities and Development Housing Society ("TFDHS"), which is controlled by the Society, was incorporated on April 3, 2019, and was formed to facilitate, acquire, construct, hold, supply, operate, manage and/or maintain affordable housing accommodations and incidental facilities for low and moderate income household and to advocate for legislative and policy change relating to affordable housing accommodations.

Interfund and inter-entity transactions, fund balances, and activities between the above-related entities have been eliminated on consolidation.

Budget Reporting

The budget information presented in the consolidated financial statements reflects the 2023 budget component of the Township's 2023 – 2027 Five-Year Financial Plan adopted by Council Bylaw No. 5867 on April 17, 2023. The operating budgets of all consolidated entities are reflected in the total budget figures for the year.

Operating Funds

These funds include the General, Parks, Transportation, Stormwater, Water, Sewer, and Solid Waste Operating Funds. They are used to record operating costs of services provided by the Township.

Capital Funds

These funds include the General, Parks, Transportation, Stormwater, Water, Solid Waste, and Sewer Capital Funds. They are used to record acquisition costs of tangible and non-tangible capital assets.

Reserve Funds

Under the Community Charter, Township Council may, by bylaw, establish reserve funds for specified purposes. Money in a reserve fund, and interest earned thereon, must be expended by bylaw only for the purposes for which the fund was established. If the amount in a reserve is greater than required, Township Council may, by bylaw, transfer all or part of the amount to another reserve.

Trust Funds

These funds account for assets which must be administered as directed by agreement or statute for certain beneficiaries. In accordance with PSAB guidance on financial statement presentation for local governments, trust funds are not included in the Township's consolidated financial statements. Trust funds administrated by the Township are presented in Note 20.

b) Basis of Accounting

The Township follows the accrual method of accounting for revenue and expenses. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

c) Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments, and short-term deposits with maturities of less than 90 days at acquisition.

d) Financial Instruments

The Township's financial instruments include cash and cash equivalents, investments, accounts receivable, accounts payable and accrued liabilities, and debt and agreements payable.

Financial instruments are recorded at fair value on initial recognition. Equity instruments and derivatives that are quoted in an active market are subsequently recorded at fair value as at the reporting date. All other financial instruments are subsequently recorded at cost or amortized cost unless the Township elects to carry the instruments at fair value. The Township has not elected to carry any other financial instruments at fair value.

Unrealized changes in fair value are recognized on the consolidated statement of remeasurement gains and losses. They are recorded in the consolidated statement of operations when they are realized. There are no significant unrealized gains or losses as at December 31, 2023. As a result, the Township does not have a consolidated statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments subsequently measured at fair value are expensed as incurred.

Sales and purchases of investments are recorded on the trade date.

All financial assets held at amortized cost are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the consolidated statement of operations.

e) Assets Held for Sale

Assets held for sale include inventories held for sale and properties which are ready and available to be sold and for which there is a market. They are valued at the lower of cost or expected net realizable value.

f) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i) Tangible Capital Assets

Tangible capital assets are initially recorded at cost which includes amounts directly attributable to acquisition, construction, development, or betterment of the asset. The costs of tangible capital assets are amortized on a straight line basis over their estimated useful lives as follows:

Assets	Useful Life (Years)
Land improvements	20–100
Building and building improvements	10–60
Vehicles	8–25
Machinery and equipment	4–30
Roads infrastructure:	
- Base	75–100
- Surface	20–40
Stormwater infrastructure	40-100
Water infrastructure	15-78
Sewer infrastructure	41-78

Gravel pits are treated as land and as such are not amortized.

Tangible capital assets are amortized in the year the asset is acquired or constructed and/or in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and the fair value of contributions are recorded as revenue at the date of receipt.

f) Non-Financial Assets (continued)

iii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the consolidated financial statements.

iv) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in the consolidated financial statements.

v) Interest capitalization

The Township does not capitalize interest costs associated with acquisition or construction of a tangible capital asset.

vi) Inventories of supplies

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

g) Deferred revenue

Deferred revenue represents licenses, permits, and other fees collected, where related services or inspections have yet to be performed. Revenue will be recognized in the fiscal year the services are performed.

h) Government Transfers

Restricted transfers from governments are deferred and recognized as revenue as related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

i) Employee Future Benefits

The Township and its employees contribute to the Municipal Pension Plan. These contributions are expensed as incurred. Sick leave and post-employment benefits accrue to some Township employees. Accrued liabilities related to sick leave benefits are estimated based on actuarial calculations of years of service, retirement ages, and expected future salary and wage increases. These liabilities are accrued based on projected benefits as employees render qualifying years of service. Other post-employment benefit liabilities are recognized as a liability and expensed in the period when the event occurs that obligates the Township to provide the benefit.

j) Debt and Agreements Payable

Municipal Finance Authority ("MFA") debt is recorded net of related sinking fund balances. Interest on debt is recorded on an accrual basis. Land acquisition and development agreement debt is valued using a present value calculation of total future payments using a discount percentage that approximates the cost of borrowing through the MFA.

k) Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic, radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

i) An environmental standard exists;

ii) Contamination exceeds environmental standards;

iii) The Township is directly responsible or accepts responsibility;

iv) It is expected that future economic benefits will be given up; and

v) A reasonable estimate of the amount can be made.

The liability is recognized as the Township's estimate of the cost of post-remediation including operation, maintenance, and monitoring that are an integral part of the remediation strategy for a contaminated site.

l) Asset Retirement Obligation

An asset retirement obligation ("ARO") is recognized when, as at the financial reporting date, all of the following criteria are met:

i) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;

ii) The past transaction or event giving rise to the liability has occurred;

iii) It is expected that future economic benefits will be given up; and,

iv) A reasonable estimate of the amount can be made.

The liability is initially recorded at the best estimate of the expenditures required to retire a tangible capital asset, and the resulting costs are capitalized as part of the carrying amount of the related tangible capital asset if the asset is recognized and in productive use. This cost is amortized over the remaining useful life of the tangible capital asset from the date of adoption. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed. The ARO liability is subsequently reviewed at each financial reporting date and adjusted for any revisions to the timing or amount required to settle the obligation.

The ARO liability estimate is not discounted due to short or unknown timeframe of expenditures.

l) Asset Retirement Obligation (continued)

Recoveries related to AROs are recognized when the recovery can be appropriately measured, a reasonable estimate of the amount can be made and it is expected that future economic benefits will be obtained. A recovery is recognized on a gross basis from the ARO liability.

m) Use of Estimates

The preparation of these consolidated financial statements requires the Township to make estimates and assumptions that affect amounts reported. Revised estimates may be required, and adjustments will be made in the period that a change in estimate is made. Actual results could differ from estimates, and the impact will be recorded in future periods when the difference becomes known.

n) Segmented Information

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the related accounting standard. Financial information is presented in segmented format in Note 22 and the Segmented Information Schedule.

2. ADOPTION OF ACCOUNTING POLICIES

a) PS 3450 Financial Instruments and related standards

On January 1, 2023, the Township adopted Canadian public sector accounting standard PS 3450 Financial Instruments. Under this standard, all financial instruments are included on the statement of financial position and are measured at either fair value or cost or amortized cost based on the characteristics of the instrument and the Township's accounting policy choices (see Note 1d).

The standard was adopted prospectively from the date of adoption. The adoption of this standard did not have any impact on the amounts presented in these financial statements.

b) PS 3280 Asset Retirement Obligations

On January 1, 2023, the Township adopted Canadian public sector accounting standard PS 3280 Asset Retirement Obligations. The standard requires the reporting of legal obligations associated with the retirement of certain tangible capital assets by public sector entities. The standard was adopted prospectively from the date of adoption. Financial results for the year ended December 31, 2022 have not been restated.

3. CASH, CASH EQUIVALENTS, AND INVESTMENTS

Cash and cash equivalents are recorded at a cost of $147,017 (2022 - $157,950).

Investments with an initial maturity beyond three months are recorded at amortized cost of $328,483 with a market value of $327,228 (2022 – amortized cost of $399,900 with a market value of $397,843).

Investments maturing within one year of December 31, 2023 have interest rates ranging from 1.46% to 6.75% (2022 - 1.35% to 6.15%); within two to four years have interest rates ranging from 2.87% to 6.65% (2022 – 1.46% to 5.99%); beyond eight years has interest rate at 5.15% (2022 – 5.15%).

The following amounts are exclusive of Cemetery Funds (Note 20).

		2023		2022
Cash and cash equivalents	**$**	**147,017**	$	157,950
Investments		**328,483**		399,900
	$	**475,500**	$	557,850

4. ACCOUNTS RECEIVABLE

		2023		2022
Taxes	**$**	**12,323**	$	8,816
Federal Government		**1,854**		1,802
Provincial Government		**3,676**		2,403
Municipal Finance Authority		**2,427**		2,354
Other local governments		**8,769**		3,980
Other accounts		**13,797**		13,619
Accrued interest and others		**18,523**		11,218
Recoverable work in progress		**6,621**		4,712
Receivables secured letters of credit (a)		**23,666**		23,053
Local Area Service levies receivable (b)		**6,447**		6,766
	$	**98,103**	$	78,723

4. ACCOUNTS RECEIVABLE (CONTINUED)

a) Receivables secured letters of credit balance represents non-interest bearing securities for Development Cost Charge ("DCC") amounts due from developers within two years of inception. Monies collected upon negotiation of the letters of credit are restricted and can only be expended for DCC purposes (Note 8).

b) Local Area Service levies receivable balance represents amounts due from property owners for specific local improvement projects in their neighborhood. Amounts realized upon collection of these receivables are restricted to repayment of Local Area Service loan balances outstanding.

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

		2023		2022
Trade and other liabilities	**$**	**77,680**	$	76,198
Payroll liabilities		**14,869**		18,425
Collections for other authorities		**6,406**		5,803
	$	**98,955**	$	100,426

6. DEPOSITS AND PREPAYMENTS

The Township holds cash deposits as security to ensure the satisfactory completion of works and other obligations. The Township also encourages prepayment of property taxes and pays interest at rates prescribed by the provincial government.

		2023		2022
Cash deposits held as security	**$**	**55,493**	$	66,746
Prepaid property tax		**21,912**		20,523
	$	**77,405**	$	87,269

The Township also holds irrevocable letters of credit in the amount of $147,637 (2022 - $164,011) as security to ensure satisfactory completion of works within the Township. These letters of credit amounts are not reflected in the consolidated financial statements.

7. DEFERRED REVENUE

		2023		2022
Future works deposit	**$**	**12,422**	$	11,269
South Coast BC Transportation Authority grant		**661**		1,408
Government grant		**1,219**		1,095
Langley School Board contribution		**800**		950
Trinity Western University contribution		**933**		1,108
Other		**6,670**		5,207
	$	**22,705**	$	21,037

8. DEVELOPMENT COST CHARGES

DCC are collected from developers to contribute to capital costs associated with development. In accordance with the Local Government Act, these funds must be deposited into a separate DCC Reserve Fund. DCC amounts collected are deferred and recognized as revenue in the year that related costs are incurred.

		2023		2022
Roads	**$**	**46,744**	$	50,402
Drainage		**7,819**		7,357
Park Land/Development		**49,902**		44,751
Water		**17,123**		16,744
Sewer		**3,994**		3,444
	$	**125,582**	$	122,698
Beginning of year	**$**	**122,698**	$	115,611
Expenditures in Operating		**(4,952)**		(4,712)
Expenditures in Capital		**(29,814)**		(8,211)
Receipts		**33,542**		17,937
Interest		**4,108**		2,073
End of year	**$**	**125,582**	$	122,698

DCC funds consists of restricted investments as well as restricted accounts receivable.

			2023		2022
Investments		**$**	**101,916**	$	99,645
Receivables secured letters of credit (Note 4)			**23,666**		23,053
		$	**125,582**	$	122,698

9. DEBT AND AGREEMENTS PAYABLE

			2023		2022
MFA debt, net of sinking fund deposits	a)	**$**	**161,095**	$	169,042
Agreements payable	b)		**6,168**		8,049
		$	**167,263**	$	177,091

Estimated future payments on debt and agreements payable for the next five years and thereafter are:

		Principal		Interest		Total
2024	**$**	9,288	**$**	4,814	**$**	14,102
2025		9,472		4,774		14,246
2026		9,651		4,586		14,237
2027		9,898		4,540		14,438
2028		9,206		3,934		13,140
Thereafter		119,748				
	$	**167,263**				

9. DEBT AND AGREEMENTS PAYABLE (CONTINUED)

a) MFA Debt

The Township obtains debt instruments through the MFA pursuant to security issuing bylaws under authority of the Community Charter to finance certain expenditures. Sinking fund balances managed by MFA are netted against related debt.

	Interest Rate	Gross Debt	Sinking Fund and Actuarial Adjustments	Net Debt 2023	Net Debt 2022
General, Bylaw 4455, due 2027	3.90%	$ 3,250	$ 2,391	**$ 859**	$ 1,058
General, Bylaw 4556, due 2027	3.90%	11,000	8,092	**2,908**	3,582
General, Bylaw 5346, due 2039	2.24%	7,000	1,097	**5,903**	6,190
General, Bylaw 5507, due 2040	1.28%	1,919	245	**1,674**	1,757
General, Bylaw 5508, due 2050	1.28%	16,398	1,251	**15,147**	15,572
General, Bylaw 5509, due 2050	1.28%	67,670	5,167	**62,503**	64,260
Sewer, Bylaw 4750, due 2030	1.28%	8,500	4,891	**3,609**	4,083
Stormwater, Bylaw 4752, due 2030	1.28%	1,800	1,035	**765**	865
Stormwater, Bylaw 4829, due 2031	1.47%	2,292	1,190	**1,102**	1,225
Transportation, Bylaw 4751, due 2035	2.20%	8,700	2,857	**5,843**	6,245
Transportation, Bylaw 5232, due 2037	3.15%	11,716	2,841	**8,875**	9,384
Transportation, Bylaw 5233, due 2037	3.15%	13,744	3,332	**10,412**	11,009
Transportation, Bylaw 5347, due 2039	2.24%	12,950	2,030	**10,920**	11,450
Water, Bylaw 4919, due 2037	2.80%	33,535	8,250	**25,285**	26,763
Water, Bylaw 4920, due 2037	2.80%	7,015	1,725	**5,290**	5,599
		$ 207,489	$ 46,394	**$ 161,095**	$ 169,042

b) Agreements payable

	2023	2022
Parkland, due 2026	**$ 228**	$ 343
Recreation facility, due 2029	**5,940**	6,940
General, due 2032	**-**	766
	$ 6,168	$ 8,049

10. ASSET RETIREMENT OBLIGATIONS

The Township owns and operates various buildings and infrastructure assets that are known or assumed to have hazardous materials, which represent health hazards upon demolition, and the Township has legal obligations to remove them. The Township recognizes the obligations relating to the removal and post-removal care of the hazardous materials in these buildings and infrastructure assets. These costs have been capitalized as part of the tangible capital assets' carrying value and are amortized over the remaining useful life on a straight-line basis. Settlement of asset retirement obligations is estimated to be between 1 and 48 years.

Changes in the asset retirement obligation in the year are as follows:

	2023
Balance, beginning of year	**$ -**
Additions	**3,741**
Retired	**(413)**
Balance, end of year	$ **3,328**

11. TANGIBLE CAPITAL ASSETS

Cost	Balance at December 31 2022	Additions (net of transfers)	Disposals and Reclassification of Assets Held for Sale	**Balance at December 31 2023**
Land and improvements	$ 1,135,067	$ 118,223	$ 6	$ **1,253,284**
Building and building improvements	238,340	18,973	2,920	**254,393**
Vehicles, machinery and equipment	76,257	3,981	1,426	**78,812**
Parks infrastructure	111,955	912	-	**112,867**
Information technology	14,966	1,626	444	**16,148**
Roads	606,433	40,028	2,245	**644,216**
Stormwater	312,901	17,780	536	**330,145**
Sewer	161,706	5,891	167	**167,430**
Water	240,084	10,382	1,216	**249,250**
Assets under construction	61,617	24,553	-	**86,170**
Total	$ 2,959,326	$ 242,349	$ 8,960	$ **3,192,715**

Accumulated amortization	Balance at December 31 2022	Amortization	Accumulated Amortization on Disposals	**Balance at December 31 2023**
Land and improvements	$ 2,406	$ 115	$ -	$ **2,521**
Building and building improvements	103,733	9,639	920	**112,452**
Vehicles, machinery and equipment	42,787	4,555	1,377	**45,965**
Parks infrastructure	60,608	4,198	-	**64,806**
Information technology	11,807	855	442	**12,220**
Roads	296,878	15,352	2,174	**310,056**
Stormwater	95,034	5,011	245	**99,800**
Sewer	45,868	2,527	92	**48,303**
Water	88,566	3,988	977	**91,577**
Total	$ 747,687	$ 46,240	$ 6,227	$ **787,700**

Net book value	Balance at December 31 2022	**Balance at December 31 2023**
Land and improvements	$ 1,132,661	$ **1,250,763**
Building and building improvements	134,607	**141,941**
Vehicles, machinery and equipment	33,470	**32,847**
Parks infrastructure	51,347	**48,061**
Information technology	3,159	**3,928**
Roads	309,555	**334,160**
Stormwater	217,867	**230,345**
Sewer	115,838	**119,127**
Water	151,518	**157,673**
Assets under construction	61,617	**86,170**
Total	$ 2,211,639	$ **2,405,015**

11. TANGIBLE CAPITAL ASSETS (CONTINUED)

Cost	Balance at December 31 2021	Additions (net of transfers)	Disposals and Reclassification of Assets Held for Sale	Balance at December 31 2022
Land and improvements	$ 1,082,593	$ 63,230	$ 10,756	$ 1,135,067
Building and building improvements	235,173	3,860	693	238,340
Vehicles, machinery and equipment	73,526	3,788	1,057	76,257
Parks infrastructure	108,354	3,601	-	111,955
Information technology	14,683	578	295	14,966
Roads	581,921	26,051	1,539	606,433
Stormwater	298,646	14,508	253	312,901
Sewer	156,088	5,902	284	161,706
Water	236,884	4,361	1,161	240,084
Assets under construction	31,421	30,196	-	61,617
Total	$ 2,819,289	$ 156,075	$ 16,038	$ 2,959,326

Accumulated amortization	Balance at December 31 2021	Amortization	Accumulated Amortization on Disposals	**Balance at December 31 2022**
Land and improvements	$ 2,365	$ 41	$ -	$ 2,406
Building and building improvements	95,739	8,133	139	103,733
Vehicles, machinery and equipment	39,419	4,353	985	42,787
Parks infrastructure	56,608	4,000	-	60,608
Information technology	11,256	846	295	11,807
Roads	283,912	14,500	1,534	296,878
Stormwater	90,402	4,750	118	95,034
Sewer	43,642	2,447	221	45,868
Water	85,777	3,614	825	88,566
Total	$ 709,120	$ 42,684	$ 4,117	$ 747,687

Net book value	Balance at December 31 2021	**Balance at December 31 2022**
Land and improvements	$ 1,080,228	$ 1,132,661
Building and building improvements	139,434	134,607
Vehicles, machinery and equipment	34,107	33,470
Parks infrastructure	51,746	51,347
Information technology	3,427	3,159
Roads	298,009	309,555
Stormwater	208,244	217,867
Sewer	112,446	115,838
Water	151,107	151,518
Assets under construction	31,421	61,617
Total	$ 2,110,169	$ 2,211,639

11. TANGIBLE CAPITAL ASSETS (CONTINUED)

a) Assets under construction

Assets under construction having a value of $86,170 (2022 - $61,617) have not been amortized. Amortization of these assets will commence when the asset is available for productive use.

b) Other Developer Contributions

Other developer contributions include contributed tangible capital assets and non-refundable deposit contributions used to fund capital. Contributed tangible capital assets have been recognized at fair value at the date of contribution. Other developer contributions received during the year are as follows:

		2023		2022
Land and improvements	$	**30,058**	$	46,787
Building and building improvements		**-**		682
Road infrastructure		**25,623**		18,894
Parks infrastructure		**221**		102
Stormwater infrastructure		**12,149**		13,041
Water infrastructure		**5,244**		2,439
Sewer infrastructure		**4,835**		4,113
Total	$	**78,130**	$	86,058
Developer contributed tangible capital assets	$	**77,576**	$	85,166
Non-refundable deposit contributions to tangible capital assets		**554**		892
Total	$	**78,130**	$	86,058

c) Works of Art and Historical Treasures

The Township manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings, and sculptures located at Township sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

d) Write-down of Tangible Capital Assets

There was no write-down of tangible capital assets during the year (2022 - nil).

12. ACCUMULATED SURPLUS

Accumulated surplus consists of individual fund surplus, reserves and reserve funds as follows:

		Operating Funds		**Capital Funds**		**Statutory Reserve Funds (Note 13)**		**Investment in Tangible Capital Assets (Note 14)**		**Total**
General Fund	$	88,152	$	-	$	-	$	1,129,210	$	1,217,362
Parks Utility		36,782		-		-		273,363		310,145
Transportation Utility		3,768		-		-		355,918		359,686
Stormwater Utility		(2,986)		-		-		230,111		227,125
Solid Waste		1,862		52		-		537		2,451
Sewer Utility		10,782		3,452		-		116,469		130,703
Water Utility		8,906		5,374		-		131,345		145,625
Statutory Reserve Funds		-		-		91,549		-		91,549
Total for 2023	**$**	**147,266**	**$**	**8,878**	**$**	**91,549**	**$**	**2,236,953**	**$**	**2,484,646**
Total for 2022	**$**	174,295	$	29,784	$	99,330	$	2,037,299	$	2,340,708

13. STATUTORY RESERVE FUNDS

Statutory reserve funds are used for the replacement or improvement of capital assets. The Local Area Service Reserve Fund is used to fund upfront costs of capital improvement projects initiated by property owners or Council and is repayable with interest by the property owners.

		2023		2022
General Capital	$	**176**	$	148
Stormwater Capital		**1,035**		993
Sewer Capital		**25,545**		22,542
Water Capital		**28,321**		36,724
Infrastructure Renewal & Replacement		**4,324**		1,134
Fire Equipment Capital		**4,872**		3,895
Land Capital Reserve		**2,489**		10,644
Tax Sale Land		**304**		291
Local Area Service		**16,865**		16,177
Off-Street Parking		**15**		15
Debt Retirement		**7,603**		6,767
	$	**91,549**	$	99,330
Reserve funds, beginning of year	$	**99,330**	$	67,292
Contribution from operations		**11,491**		11,772
Other gains, revenue and contributions		**3,221**		60,637
Interest allocated		**4,022**		2,735
Used for capital and operating expenses		**(26,515)**		(43,106)
Reserve funds, end of year	$	**91,549**	$	99,330

14. INVESTMENT IN TANGIBLE CAPITAL ASSETS

	2023	2022
Balance, beginning of year	$ **2,037,299**	$ 1,935,802
Additions of tangible capital assets	**242,349**	156,075
Asset retirement obligations	**(3,328)**	-
Reclassification of assets held for sale	**-**	(337)
Proceeds on disposal of tangible capital assets	**(276)**	(48,928)
(Loss) gain on disposal of tangible capital assets	**(2,457)**	37,344
Recognition of deferred revenue related to tangible capital assets	**325**	325
Amortization expense	**(46,240)**	(42,684)
Cash spent from debt and agreements payable issued	**(422)**	(11,996)
Repayment of debt and agreements payable	**9,703**	11,698
Balance, end of year	$ **2,236,953**	$ 2,037,299

	2023	2022
Net book value of tangible capital assets	$ **2,405,015**	$ 2,211,639
Less:		
Debt and agreements payable	**(167,263)**	(177,091)
Deferred revenue – Trinity Western University	**(933)**	(1,108)
Deferred revenue – Langley School Board	**(800)**	(950)
Asset retirement obligations	**(3,328)**	-
Add:		
Debt for non-capital expenses	**1,100**	1,224
Debt not spent on tangible capital assets	**3,162**	3,585
Investment in tangible capital assets	$ **2,236,953**	$ 2,037,299

15. CONTINGENCIES AND COMMITMENTS

a) Loan agreements with Metro Vancouver Regional District provide that if at any time scheduled payments provided for in the agreements are not sufficient to meet MFA's obligations in respect of such borrowing, the resulting deficiency becomes the joint and several liability of the Township and all other participants of the MFA.

b) Various lawsuits and claims are pending against the Township. Applicable insured claims have been referred to the Township's insurers. The Township believes the resolution of insured and non-insured claims will not materially affect its consolidated financial position.

c) The Township has significant future contractual commitments for capital acquisitions and completion of capital construction projects in progress.

The Township records capital costs incurred to the end of the year as tangible capital assets. To provide for completion of capital projects in progress, unexpended money is set aside as a capital appropriation.

d) The Township has entered into various agreements and contracts with other governments and businesses that extend beyond one year for the provision of operating services and supplies and facility rentals. Agreements and contracts may provide for annual increases or additional payments that may arise due to usage levels or other factors. The Township's five-year financial plan, updated and adopted annually by bylaw following public consultation, provides funding for these obligations. Services provided include policing, fire dispatch, emergency communications, library, animal protection and control, sewage disposal, solid waste and recycling, arena operations, planted area maintenance, tourism, economic development, photocopying, environmental, emergency preparedness and education, and the Society (Langley Events Centre) operations management.

e) The Township, as a member of the Greater Vancouver Water District, the Greater Vancouver Sewerage and Drainage District, and Metro Vancouver Regional District, is directly, jointly, and severally liable with other member municipalities for net capital liabilities of those authorities.

f) The Township is a shareholder of E-COMM Emergency Communications for British Columbia Incorporated ("E-COMM") whose services include: regional 9-1-1 call centre for Metro Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The Township has one Class B share and two Class A Shares for a total of three shares. E-Comm has 26 Class A shareholders holding 37 Class A shares and has 16 Class B shareholders holding 18 Class B shares. Class A shareholders are part of the E-COMM radio network and are bound by terms and conditions of the Members' Agreement (Special Users Agreement for the RCMP). Class B shareholders are not required to cover E-COMM's financial obligations.

16. COLLECTIONS FOR OTHER GOVERNMENTS

The Township collected and remitted the following amounts on behalf of other government organizations. These amounts are recorded on a net basis in the consolidated financial statements.

		2023		2022
Province of BC for School Taxes	$	**121,270**	$	105,381
Municipal Finance Authority		**20**		17
B.C. Assessment Authority		**3,482**		3,097
Metro Vancouver Regional District		**5,108**		4,356
South Coast British Columbia Transportation Authority		**23,091**		20,889
	$	**152,971**	$	133,740

17. MUNICIPAL PENSION PLAN

The Township and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trusteed pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the Plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2022, the Plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 contributors from local governments of which approximately 1,096 are contributors from the Township.

Every three years, an actuarial valuation is performed to assess the financial position of the Plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability. The most recent actuarial valuation for the Plan as at December 31, 2021 indicated a $3,761,000 funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Township paid $7,634 (2022 - $6,261) for employer contributions to the Plan, while employees contributed $6,735 (2022 - $5,533) to the Plan in fiscal 2023.

18. EMPLOYEE FUTURE BENEFITS

The Township provides certain benefits to its employees upon retirement. A sick leave benefit accrues to eligible employees who retire from service with the Township at the age of 65. Eligible employees shall be paid all their sick leave credit to a maximum of 75 days multiplied by the daily rate of pay at retirement. Employees who retire before the age of 60 shall have their benefit factored by the percentage of full pension awarded by the Municipal Superannuation Commission. Other post-employment benefits accrue to eligible employees as compensation related to additional hours worked beyond their contractual arrangement that are not payable until retirement, resignation or termination.

		2023		2022
Accrued benefit obligation, beginning of year	$	**3,875**	$	4,453
Current service cost		**258**		311
Interest cost		**167**		108
Long-term disability expense (recovery)		**113**		(36)
Actual benefits paid		**(284)**		(191)
Actuarial loss		**(443)**		(770)
Accrued benefit obligation, end of year		**3,686**		3,875
Unamortized actuarial gain		**1,776**		1,484
Accrued benefit liability, end of year		**5,462**		5,359
Other post-employment benefit liability		**-**		155
Total Employee Future Benefits	$	**5,462**	$	5,514

The actuarial adjustment will be amortized over a period of 13 years (2022 – 13 years) which is equal to the employee's expected average remaining service lifetime.

Other post-employment benefit liability was calculated based on hours worked and accrued interest for 2023 at 4.45% (2022 – 3.50%). The Township's accrued benefit liability is supported by a report from an independent actuarial consulting firm, and calculated as at December 31, 2023. The actuary report is based on standard assumptions concerning salary scales, mortality rates, retirement age, and withdrawal rates at the following rates:

	2023	2022
Discount rate	**4.10%**	4.50%
Expected future inflation rate	**2.50% - 4.50%**	2.50%
Expected wage and salary inflation	**2.50% - 4.50%**	2.50%
Expected wage and salary increases	**2.50% - 7.90%**	2.58% - 4.63%

19. SIGNIFICANT TAXPAYERS

The Township has a diverse residential, commercial, industrial, and agricultural property tax base and is not significantly reliant upon property tax revenue from any one large taxpayer.

20. TRUST FUNDS

The Cemetery Care Trust Fund must be administered in accordance with the Cemetery and Funeral Services Act. In accordance with PSAB guidance, trust funds are not included in the Township's consolidated financial statements.

Assets		**2023**		2022
Cash and investments	$	**3,277**	$	2,943
Accrued interest receivable		**30**		22
	$	**3,307**	$	2,965
Equity				
Balance, beginning of year	$	**2,965**	$	2,677
Contributions		**188**		234
Interest revenue		**154**		54
Balance, end of year	$	**3,307**	$	2,965

21. BUDGET DATA

The budget data presented in these consolidated financial statements is based upon the 2023 operating and capital budgets approved by Township Council on April 17, 2023. Amortization was not contemplated on development of the budget and, as such, has not been included. Other entities included are the Society and its subsidiaries, excluding inter-entity transactions. The chart below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

		2023 Budget
Revenue		
Operating Budget Bylaw	$	321,727
Capital Budget Bylaw		516,041
Other entities		8,056
Less:		
Transfer from other funds		(179,368)
Proceeds from new debt		(119,589)
Total Revenue		**546,867**
Expenses		
Operating Budget Bylaw		321,727
Capital Budget Bylaw		516,041
Other entities		6,508
Less:		
Transfer from other funds		(28,271)
Capital expenditures		(502,117)
Debt principal payments		(14,448)
Total Expenses		**299,440**
Annual Surplus	$	**247,427**

22. SEGMENTED INFORMATION

The Township is a diversified municipal government that provides a wide range of services to its citizens, including:

- General Government Services
- Protective Services
- Facilities Maintenance Services
- Community Planning and Development Services
- Recreation, Culture, and Parks Services
- Engineering Services

For reporting purposes, the Township's operations and activities are organized and reported by service areas. Service areas were created for the purpose of recording specific activities to attain certain objectives in accordance with regulations, restrictions, or limitations.

Township services are provided by departments and their activities are reported in these service areas. Departments disclosed in the Segmented Information Schedule, along with the services they provide, are as follows:

General Government Services

General Government Services includes Corporate Administration, Legislative Services, Human Resources, and Finance. Corporate Administration is responsible for carrying out the direction, policies, and priorities set by Council and for providing recommendations to Council consistent with the needs of the community. Legislative Services department provides a secretariat for Council and its Committees. Human Resources provide assistance, advice, and guidance to both managers and employees in fulfilling roles and achieving and accomplishing their goals. The Finance Division manages the Township's financial resources and provides expert financial information, advice, and services while complying with the Community Charter and other legislated services.

Protective Services

Protective Services includes the RCMP and Fire Departments. The RCMP protects and serves the citizens of Langley through the prevention and reduction of crime in partnership with the community.

The Fire Department operates through seven fire halls located throughout the Township. Services are delivered through four main branches of the Fire Service. Professional expertise is provided in the area of fire prevention, emergency operations, fire safety, and emergency planning.

Facilities Maintenance Services

The Facilities Maintenance Division of Engineering is responsible for maintenance on all Township facilities. Centralization of this function facilitates more effective prioritization of maintenance to protect significant assets critical for service delivery.

Community Planning and Development Services

The Community Planning and Development Division provides Council, internal divisions, and the general public with professional advice on community planning and development issues Community Development is also responsible for Bylaw Enforcement.

Recreation, Culture, and Parks Services

Recreation, Culture, and Parks is responsible for the management and provision of leisure services within the Township.

Engineering Services

The Engineering Division delivers municipal transportation, water, sewer, solid waste, and stormwater services. Transportation manages traffic and transportation systems to ensure safe, efficient mobility for pedestrians, cyclists, and vehicles. Water, Sewer, and Drainage Utilities operate and distribute water and network sewer mains, storm sewers, and pump stations. Solid Waste includes waste management including recycling, collection, and disposal.

23. CONTRACTUAL RIGHTS

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenue and assets in the future. The Township enters into contracts or agreements for various services, and long term leases in the normal course of operations that it expects will result in the realization of assets and revenue in future fiscal years. Contractual rights are not recorded in the consolidated financial statements.

At December 31, 2023, the Township has contractual rights in the following amounts:

Year		Total Contractual Rights
2024	$	22,620
2025		7,850
2026		7,670
2027		888
2028		720
Thereafter		8,895
	$	**48,643**

The Township has cost sharing agreements with other government agencies that are not reflected in the above figures as they cannot be quantified. The Township is the recipient of grants from various government agencies. These grants do not guarantee the right to future funding and have not been included in the above figures.

24. FINANCIAL RISK MANAGEMENT

The Township has exposure to the following risks from its use of financial instruments:

(a) Credit risk:

Credit risk is the risk of financial loss to the Township if a counterparty to a financial instrument fails to meet its contractual obligations. The Township's credit risk is primarily from its cash and cash equivalents, investments and accounts receivable.

Cash and cash equivalents are held with financial institutions who have high credit ratings. Given these high credit ratings, the Township does not expect any counterparty to fail to meet its obligations.

The Township minimizes credit risk in its investments by diversifying the investments portfolio across various financial institutions and the MFA and investing in high credit rating government bonds or Guaranteed Investment Certificates (GICs).

Development cost charges receivable are secured by letters of credit. The Township can collect the outstanding property tax and utility receivables through the municipal property tax sale process. The Township also monitors and assesses the collectability of its accounts receivable balance on an ongoing basis.

(b) Interest rate risk:

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The Township’s interest rate risk relates to its investments (Note 3) and debt and agreements payable (Note 9).

Investments are purchased with the intention to hold until maturity or for the long-term and not driven by speculative fluctuations in interest rates.

Interest rates on debt are fixed for 1 to 12 year terms.

24. FINANCIAL RISK MANAGEMENT (CONTINUED)

(c) Liquidity risk:

Liquidity risk is the risk that the Township will not be able to meet its financial obligations as they become due. The Township manages liquidity risk by monitoring actual and forecasted cash flows and anticipated investing and financing activities to ensure that it will have sufficient liquidity to meet its liabilities when due. The Township maintains strong liquidity from its cash and cash equivalents and investments (Note 3). The Township structures its investment portfolio to align with planned liquidity requirements for on-going operations and capital requirements.

There have been no significant changes to the risk exposure related to financial instruments from the prior period.

25. COMPARATIVE FIGURES

Certain 2022 figures have been reclassified to conform to the 2023 consolidated financial statement presentation. There is no impact on accumulated surplus or annual surplus in 2022 from these reclassifications.

AUDITED

Segmented Information Schedule

2023

Consolidated Financial Activities - Segmented

For the year ended December 31, 2023 *(in thousands of dollars)*
(Refer to Note 22 Segmented Information)

		Protective Service				Recreation, Culture & Parks		Engineering							
	General Government	Police Protection	Fire Protection	Facilities Maintenance	Community Planning and Development	Recreation and Culture	Parks	Transportation	Stormwater	Water	Sewer	Solid Waste	Reserve Funds	2023 Consolidated	2022 Consolidated
Revenue															
Property taxes	$ 28,121	$ 38,383	$ 20,674	$ 16,727	$ 1,167	$ 17,795	$ 13,952	$ 29,831	$ 8,440	$ -	$ -	$ -	$ -	$ 175,090	$ 162,833
Fees, rates and service charges	10,520	322	157	84	11,953	12,078	(8,313)	3,663	440	35,731	25,627	9,500	-	101,762	117,806
Grants and grants in lieu of taxes	27,347	1,419	17	-	961	277	608	17,520	1,169	18	5	-	-	49,341	20,334
Service cost recoveries	489	5,361	156	137	117	9	-	305	-	-	-	-	-	6,574	4,590
Gain on disposal of assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	44,645
Investment income	16,073	-	-	-	-	-	413	317	76	389	697	85	4,677	22,727	13,721
Local area service contributions	-	-	-	-	-	-	-	-	-	-	251	-	-	251	-
Contribution from development cost charges	-	-	-	-	-	-	12,344	19,541	1,156	1,640	85	-	-	34,766	12,923
Other developer contributions	25,567	-	-	-	-	-	4,805	25,541	12,149	5,233	4,835	-	-	78,130	86,058
Other income	(4,263)	3,012	2,000	1,300	352	7,030	719	(777)	253	12	-	1	1	9,640	7,990
	103,854	48,497	23,004	18,248	14,550	37,189	24,528	95,941	23,683	43,023	31,500	9,586	4,678	478,281	470,900
Expenses															
Salaries, wages and benefits	20,894	8,175	19,151	7,919	10,147	15,108	7,368	13,699	3,913	5,963	2,959	626	-	115,922	111,671
Service and maintenance contracts	1,250	585	1,025	3,515	806	6,710	3,274	15,613	1,622	1,280	1,147	8,001	-	44,828	35,450
RCMP contract	-	34,193	-	-	-	-	-	-	-	-	-	-	-	34,193	29,918
Consulting & professional services	2,366	20	12	343	947	132	525	3,594	1,055	10,544	877	13	-	20,428	13,960
Insurance	1,669	20	71	3	-	192	-	351	-	15	15	-	-	2,336	2,089
Material supplies & equipment	500	151	970	1,850	320	439	2,515	8,949	1,842	2,610	853	20	-	21,019	20,619
Information systems maintenance	2,794	9	45	38	40	33	29	235	13	65	9	3	-	3,313	3,177
Aviation and vehicle fuel	-	523	223	8	28	-	20	2,425	13	11	6	-	-	3,257	3,391
Advertising publications	105	-	2	-	3	3	-	11	1	5	-	2	-	132	139
Utilities	20	-	-	2,690	1	-	703	898	63	341	157	-	-	4,873	4,857
Sundry	2,290	39	156	154	238	704	548	598	321	310	175	8	-	5,541	5,017
Telephone & communications	311	63	64	41	69	39	34	71	19	42	18	1	-	772	790
Regional district charges	-	-	-	-	-	4,874	-	-	-	14,514	11,681	-	-	31,069	26,381
Municipal grants	1,139	-	-	-	595	-	-	-	-	-	-	-	-	1,734	2,667
Debt interest payments	765	4	-	34	-	330	1,014	1,283	57	1,135	109	-	-	4,731	4,551
Fiscal and other debt charges	219	7	-	-	-	172	-	55	-	-	-	-	-	453	447
Internal cost charges (recoveries)	(446)	391	169	(168)	18	152	(36)	(7,649)	98	100	105	-	-	(7,266)	(7,136)
Loss (gain) on disposal of assets	187	-	-	-	-	-	(26)	3	290	239	75	-	-	768	-
Amortization expense	3,606	401	1,288	-	-	7,113	4,242	18,064	5,011	3,988	2,527	-	-	46,240	42,684
	37,669	44,581	23,176	16,427	13,212	36,001	20,210	58,200	14,318	41,162	20,713	8,674	-	334,343	300,672
ANNUAL SURPLUS (DEFICIT)	$ 66,185	$ 3,916	$ (172)	$ 1,821	$ 1,338	$ 1,188	$ 4,318	$ 37,741	$ 9,365	$ 1,861	$ 10,787	$ 912	$ 4,678	$ 143,938	$ 170,228

AUDITED

Schedules

2023

Schedule 1

Debt and Agreements Payable

For the year ended December 31, 2023 *(in thousands of dollars)*

MFA DEBT

By-law	Date of Issue	Issued by	Purpose	Issue	Rate	Maturity	Gross Debt	Sinking Fund and Actuarial Adjustments	**Net Debt 2023**	**Net Sinking Fund Earnings 2023**	**Principal Repayments 2023**	**Interest Expense 2023**	Net Debt 2022
DEBENTURE DEBT													
GENERAL:													
5346	October 9, 2019	M.F.A.	Facility Capital Works	149	2.24%	October 9, 2039	1,500	236	**1,264**	**6**	**56**	**34**	1,326
5508	June 1, 2020	M.F.A.	Land Acquisition	151	1.28%	June 1, 2050	16,398	1,251	**15,147**	**21**	**404**	**210**	15,572
5509	June 1, 2020	M.F.A.	Strategic Land Acquisition	151	1.28%	June 1, 2050	43,430	3,317	**40,113**	**56**	**1,071**	**556**	41,240
							61,328	4,804	**56,524**	**83**	**1,531**	**800**	58,138
STORMWATER:													
4752	April 8, 2010	M.F.A.	Drainage	110	1.28%	April 8, 2030	1,800	1,035	**765**	**34**	**66**	**23**	865
4829	April 4, 2011	M.F.A.	Drainage	116	1.47%	April 4, 2031	2,292	1,190	**1,102**	**39**	**84**	**34**	1,225
							4,092	2,225	**1,867**	**73**	**150**	**57**	2,090
WATER:													
4919	April 7, 2017	M.F.A.	Langley Water Utility	141	2.80%	April 7, 2037	33,535	8,250	**25,285**	**230**	**1,248**	**938**	26,763
4920	April 7, 2017	M.F.A.	Langley Water Utility	141	2.80%	April 7, 2037	7,015	1,725	**5,290**	**48**	**261**	**196**	5,599
							40,550	9,975	**30,575**	**278**	**1,509**	**1,134**	32,362
TRANSPORTATION:													
4751	April 8, 2015	M.F.A.	Transportation	131	2.20%	April 8, 2035	8,700	2,857	**5,843**	**94**	**308**	**191**	6,245
5232	October 4, 2017	M.F.A.	Transportation	142	3.15%	October 4, 2037	11,716	2,841	**8,875**	**73**	**436**	**369**	9,384
5233	October 4, 2017	M.F.A.	Transportation	142	3.15%	October 4, 2037	13,744	3,332	**10,412**	**86**	**511**	**433**	11,009
5347	October 9, 2019	M.F.A.	Transportation	149	2.24%	October 9, 2039	12,950	2,030	**10,920**	**48**	**482**	**290**	11,450
							47,110	11,060	**36,050**	**301**	**1,737**	**1,283**	38,088
SEWER:													
4750	April 8, 2010	M.F.A.	Sewer	110	1.28%	April 8, 2030	8,500	4,891	**3,609**	**162**	**312**	**109**	4,083
							8,500	4,891	**3,609**	**162**	**312**	**109**	4,083
PARKS:													
4455	November 2, 2007	M.F.A.	Land Acquisition	102	3.90%	December 1, 2027	3,250	2,391	**859**	**77**	**122**	**127**	1,058
4556	November 2, 2007	M.F.A.	Land Acquisition	102	3.90%	December 1, 2027	11,000	8,092	**2,908**	**261**	**413**	**429**	3,582
5346	October 4, 2019	M.F.A.	Facility	149	2.24%	October 4, 2039	5,500	861	**4,639**	**20**	**205**	**123**	4,864
5507	June 1, 2020	M.F.A.	Park Capital Works	150	1.28%	June 1, 2040	1,919	245	**1,674**	**4**	**79**	**25**	1,757
5509	June 1, 2020	M.F.A.	Strategic Land Acquisition	151	1.28%	June 1, 2050	24,240	1,850	**22,390**	**31**	**598**	**310**	23,020
							45,909	13,439	**32,470**	**393**	**1,417**	**1,014**	34,281
						Total debenture debt	207,489	46,394	**161,095**	**1,290**	**6,656**	**4,397**	169,042
PROPERTY ACQUISITION AGREEMENTS													
GENERAL CAPITAL FUND:													
*	Langley Facilities Society		Recreation Centre			August 7, 2029			**5,940**	**-**	**1,000**	**330**	6,940
									5,940	**-**	**1,000**	**330**	6,940
GENERAL FUND:													
	December 31, 2021		Facility			February 1, 2032			**-**	**-**	**766**	**4**	766
									-	**-**	**766**	**4**	766
PARKS UTILITY FUND:													
**	January 3, 2006		Land Acquisition			January 3, 2026			**228**	**-**	**115**	**-**	343
									228	**-**	**115**	**-**	343
								Total agreements payable	**6,168**	**-**	**1,881**	**334**	8,049
								Total debt and agreements payable	**$ 167,263**	**$ 1,290**	**$ 8,537**	**$ 4,731**	$ 177,091

The Township issues long-term debenture debt instruments through the Municipal Finance Authority (MFA) pursuant to security issuing bylaws. Sinking Fund Reserve balances are managed by the MFA and are used to retire the debt instruments. For reporting purposes, the Township nets Sinking Fund Reserve balances against related gross debt.

The MFA Debt Reserve is composed of Cash Reserves and Demand Note Reserves. The MFA retains these reserves in case any municipality defaults on their debt repayment obligations. Upon retirement of the debt and if no municipality has defaulted, the cash will be returned to the Municipality and the demand notes will be cancelled.

*The Society has a Canadian commercial bank loan pertaining to the construction of the Langley Events Centre. The bank loan was refinanced with a fixed rate structure in 2022. The rate will expire in 2024. For estimation purposes, future principal and interest payments assume constant 2022 rates in effect for the duration of the loan.

**Under this agreement, the vendors retained the right to operate the Redwoods Golf Course for 20 years (2 years remain). The vendors must contribute $100 annually to maintain and improve the property. The Township must contribute $50 annually. The Township is also required to make annual repayments at an amount that is variable based on annual property taxes. Interest rates on related debt are approximately 4% to 6%.

Schedule 2

Langley Centennial Museum

Statement of Financial Activities

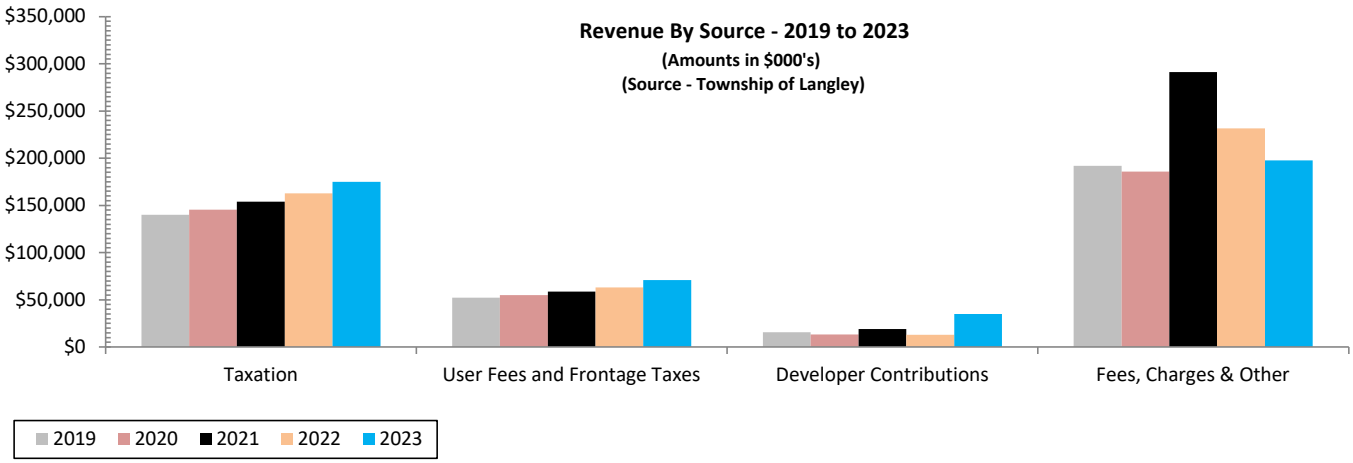
For the year ended December 31, 2023 *(in thousands of dollars)*

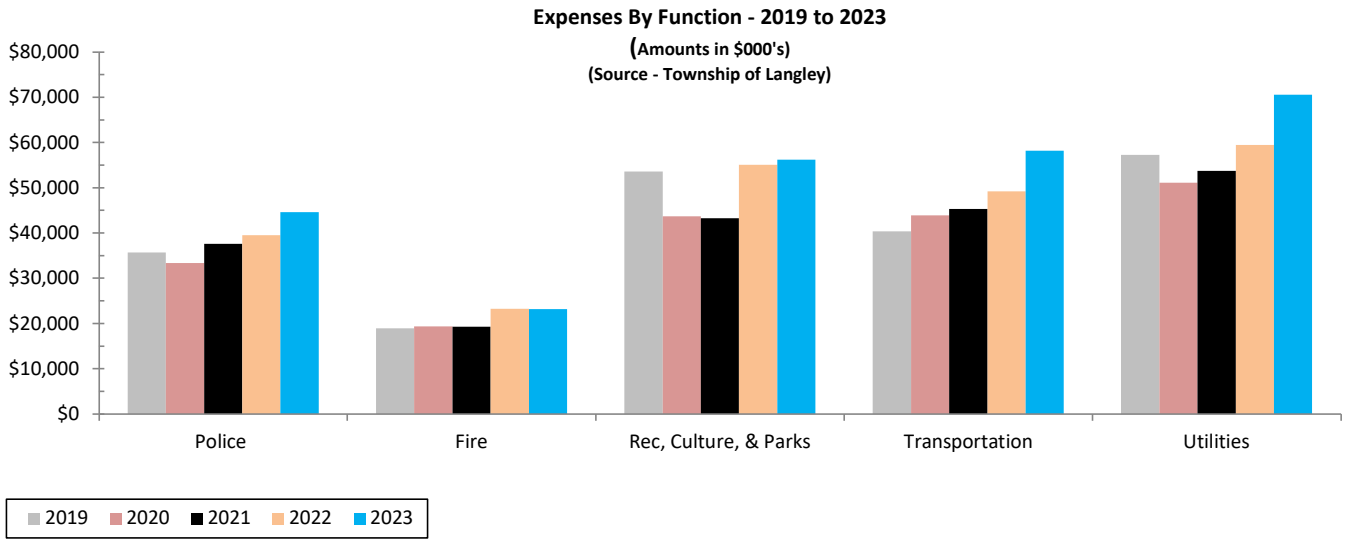
		2023		2022
REVENUE				
Donations, sales and programs	$	**3**	$	79
BC Arts Council grant		**115**		106
Transfer from Reserve		**13**		60
Federal grants - other		**115**		38
Provincial grants - other		**-**		12
Township of Langley funding		**579**		592
	$	**825**	$	887
EXPENSE				
Salaries and benefits		**585**		592
Program and events		**27**		80
Exhibit maintenance		**38**		52
Insurance		**20**		15
Purchases for resale		**-**		2
Office supplies and sundry		**9**		13
Utilities		**58**		16
Telephone and internet		**1**		2
Amortization expense		**13**		12
Grounds maintenance		**9**		16
Advertising		**1**		5
Travel		**3**		1
Building maintenance		**60**		11
Artifact additions		**9**		-
Total operating expense		**833**		817
Transfer to Museum Reserve		**(8)**		70
	$	**825**	$	887
MUSEUM RESERVE				
Balance, beginning of year	$	**407**	$	831
Contribution from Museum operations		**16**		91
Operating expense funded by the Reserve Fund		**(10)**		(1)
Capital expenditure funded by the Reserve Fund		**(120)**		(514)
Balance, end of year	$	**293**	$	407

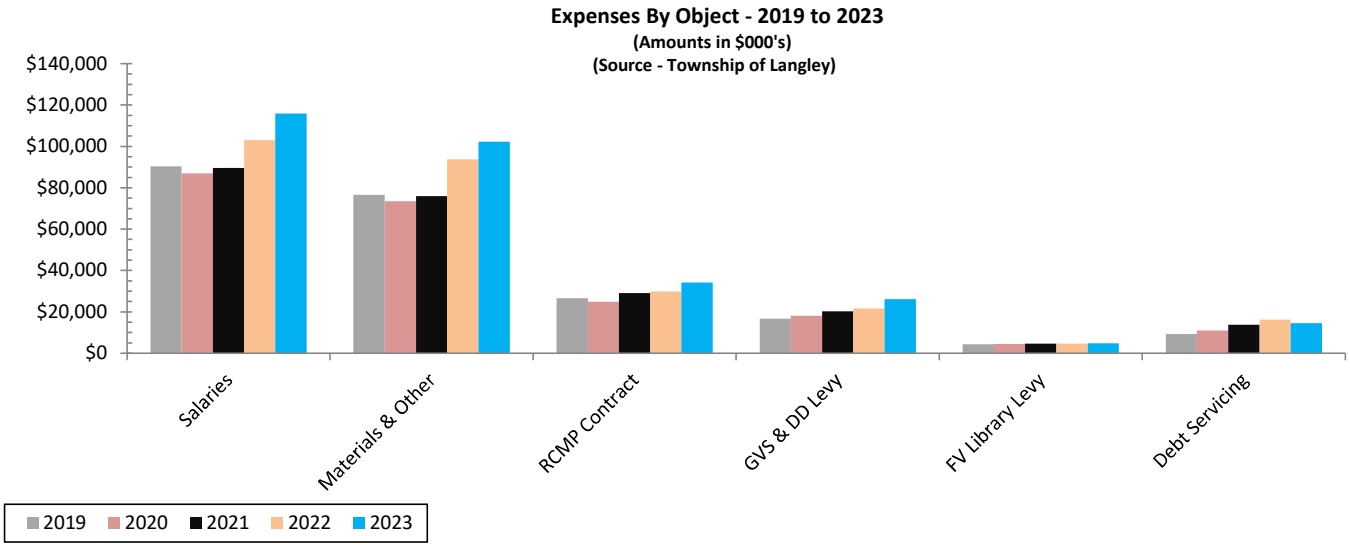
UNAUDITED

Statistical and Other Information

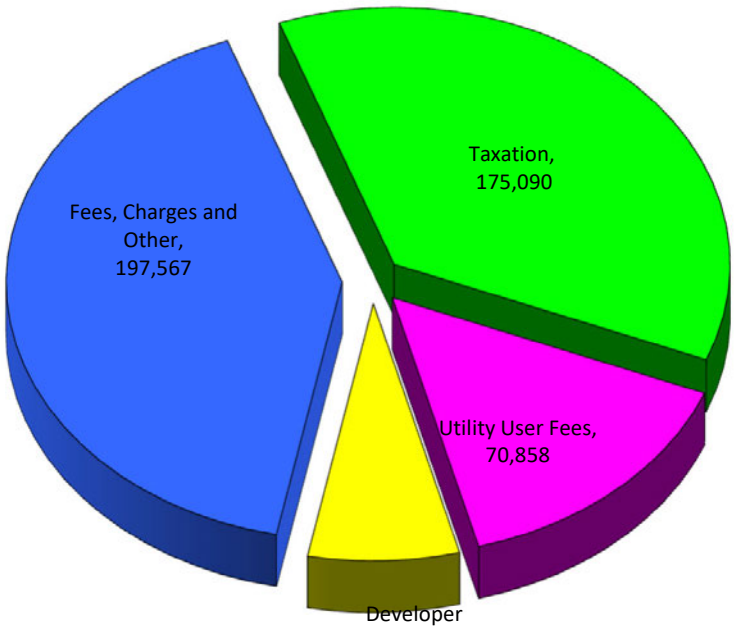
2023


Revenue By Source - 2019 to 2023
(Amounts in $000's)
(Source - Township of Langley)
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$0
Taxation
User Fees and Frontage Taxes
Developer Contributions
Fees, Charges & Other
2019
2020
2021
2022
2023

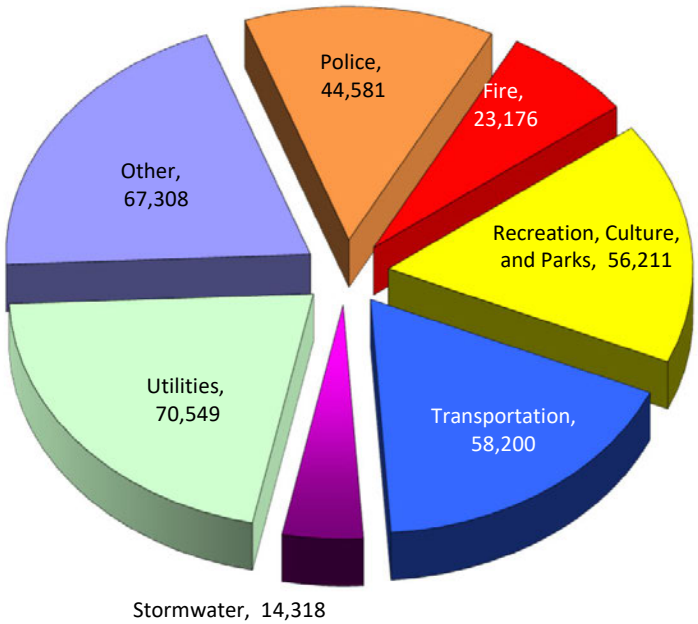

Expenses By Function - 2019 to 2023
(Amounts in $000's)
(Source - Township of Langley)
$80,000
$70,000
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$0
Police
Fire
Rec, Culture, & Parks
Transportation
Utilities
2019
2020
2021
2022
2023


Expenses By Object - 2019 to 2023
(Amounts in $000's)
(Source - Township of Langley)
$140,000
$120,000
$100,000
$80,000
$60,000
$40,000
$20,000
$0
Salaries
Materials & Other
RCMP Contract
GVS & DD Levy
FV Library Levy
Debt Servicing
2019
2020
2021
2022
2023

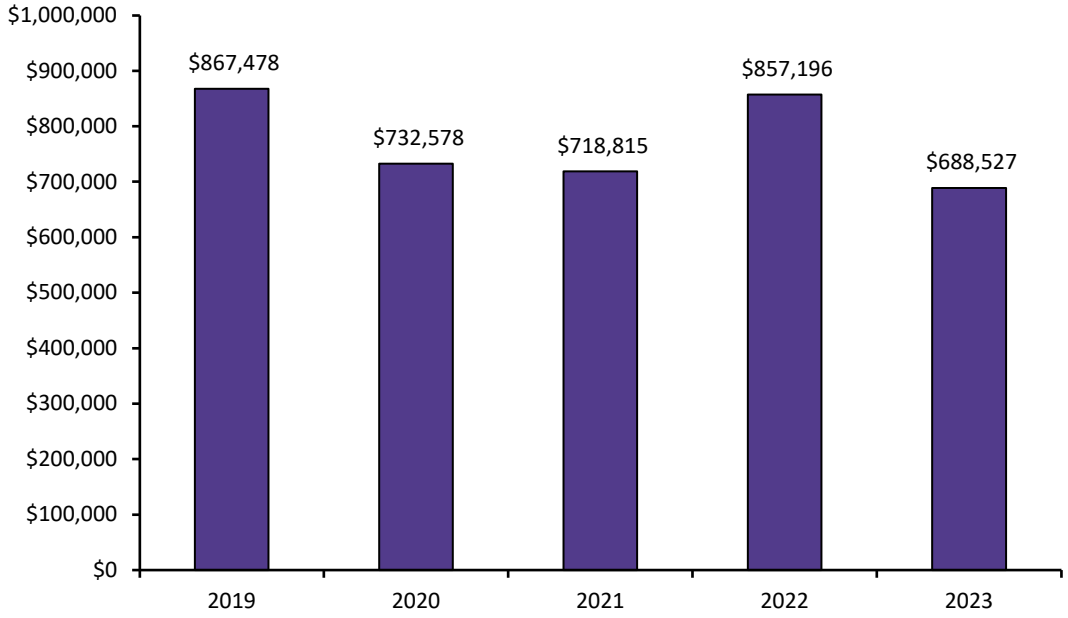
2023 Total Township Revenue
(Amounts in $000's)
(Source - Township of Langley)



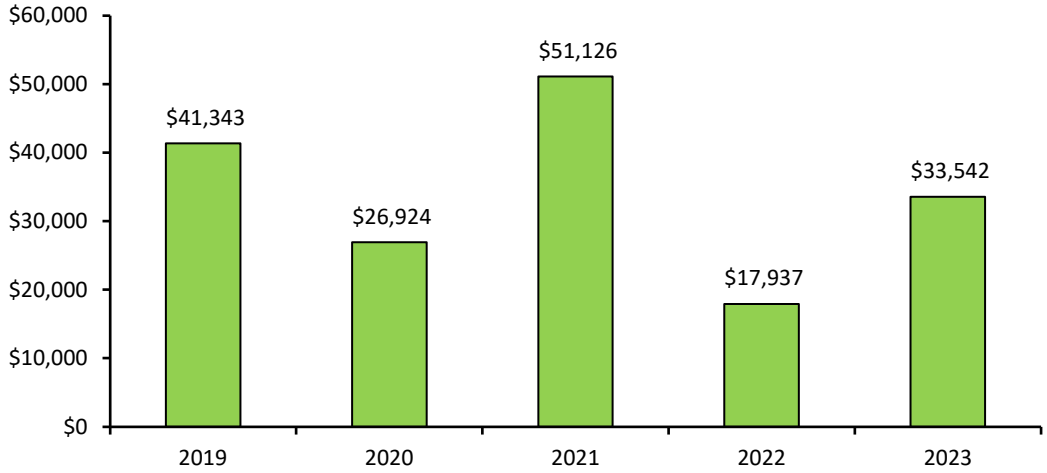
2023 Total Township Expenses
(Amounts in $000's)
(Source - Township of Langley)

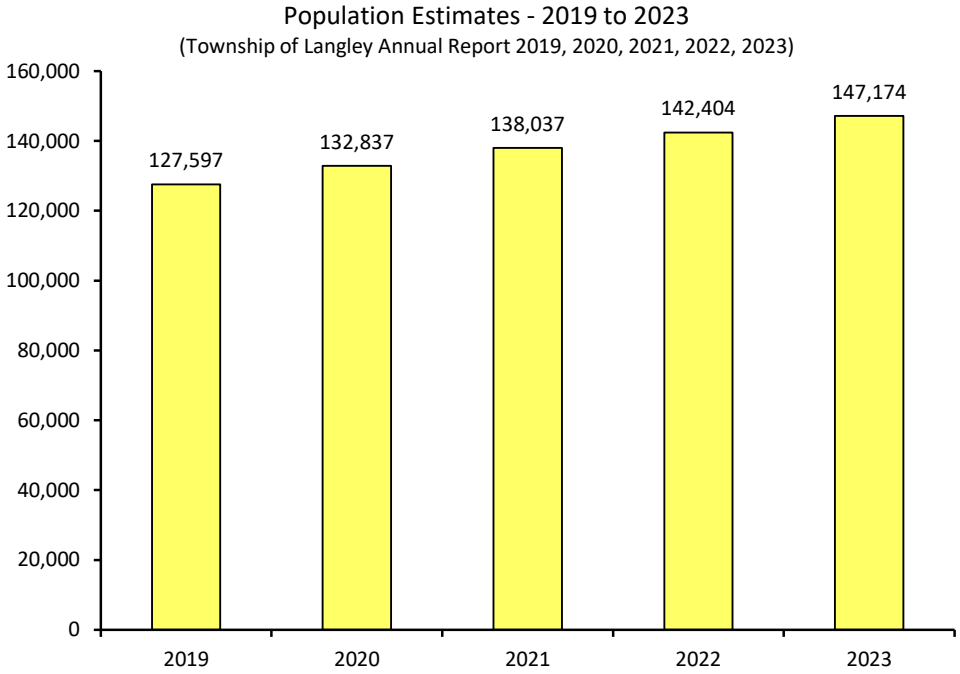


Building Permit Values - 2019 to 2023
(Amounts in $000's)
(Source - Township of Langley)



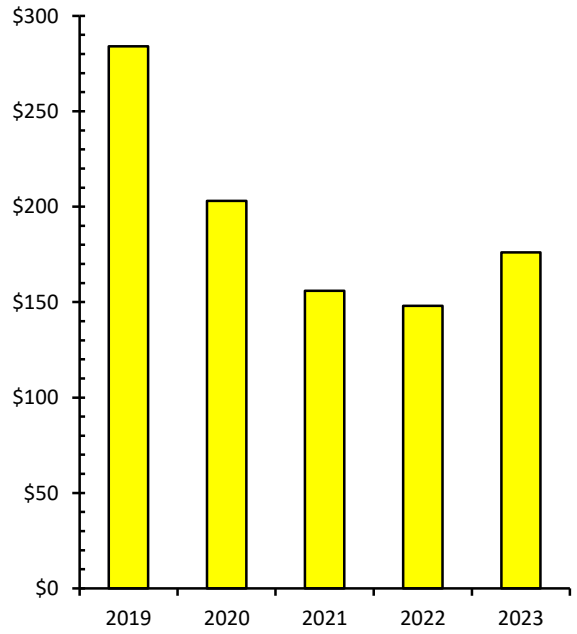
Net Development Cost Charge Receipts - 2019 to 2023
(Amounts in $000's)
(Source - Township of Langley)



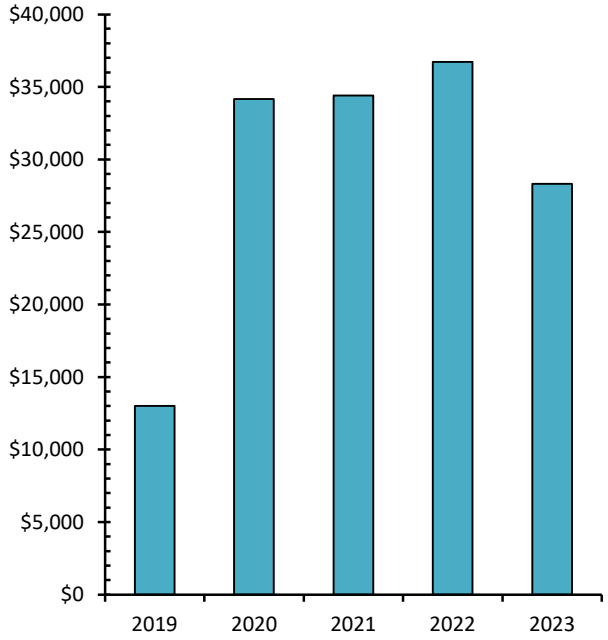


Note: 2019-2022 population estimates were updated using new Census data and population modelling.

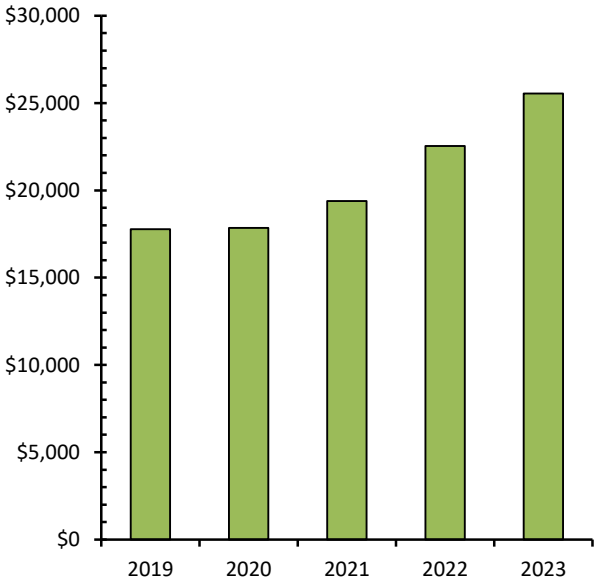
General Capital Reserve
2019 to 2023
(Amounts in $000's)



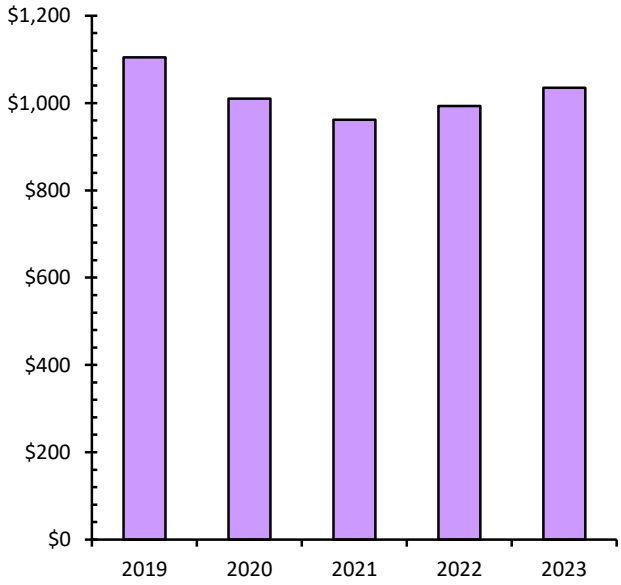
Water Capital Reserve
2019 to 2023
(Amounts in $000's)

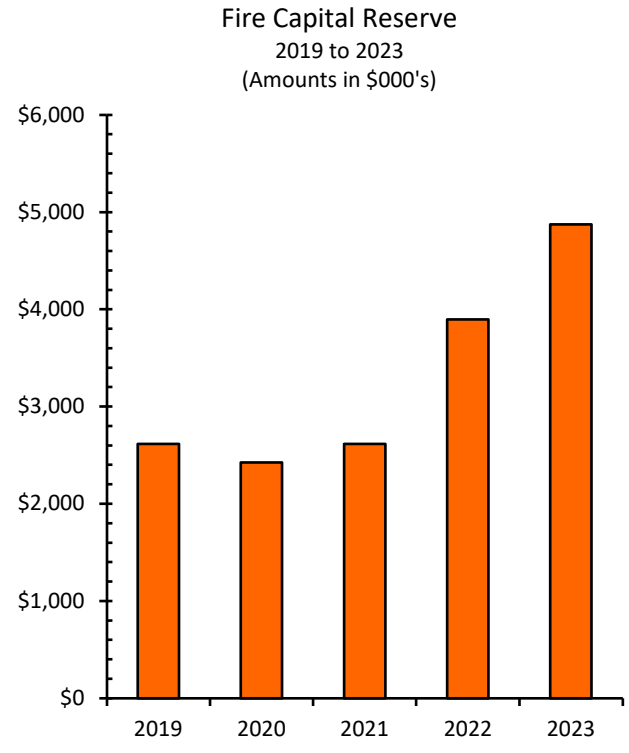


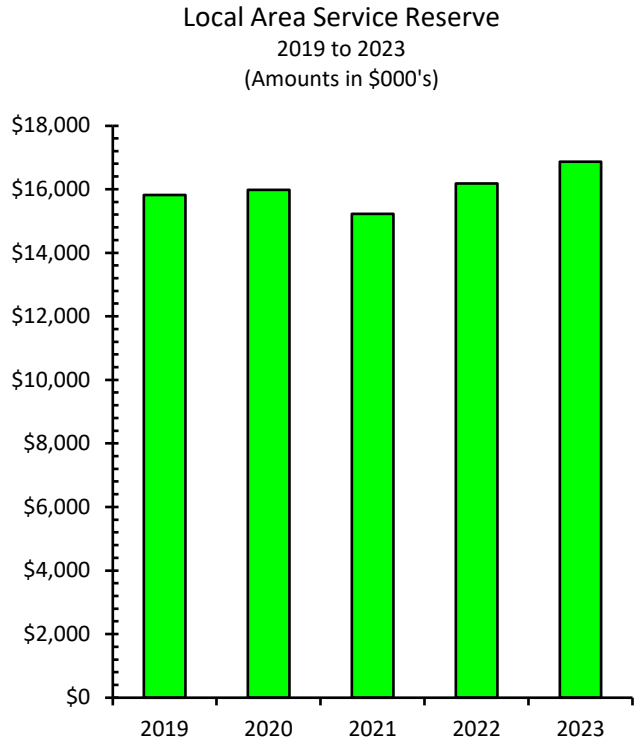
Sewer Capital Reserve
2019 to 2023
(Amounts in $000's)

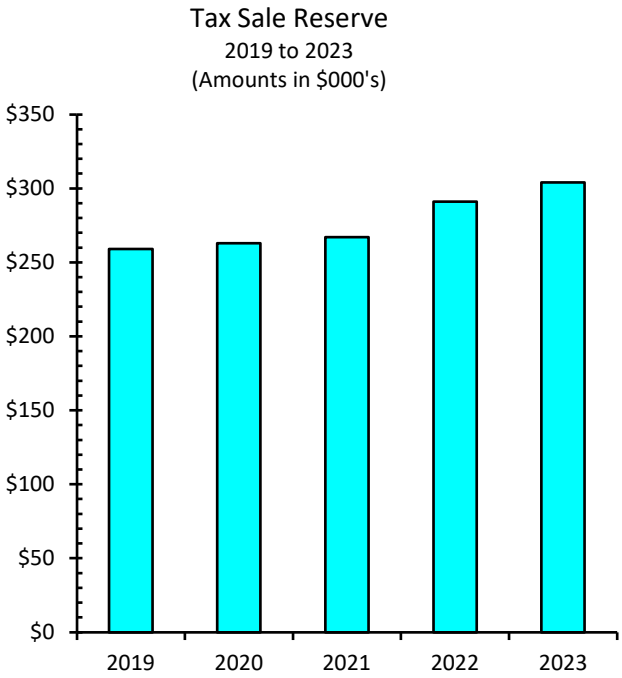


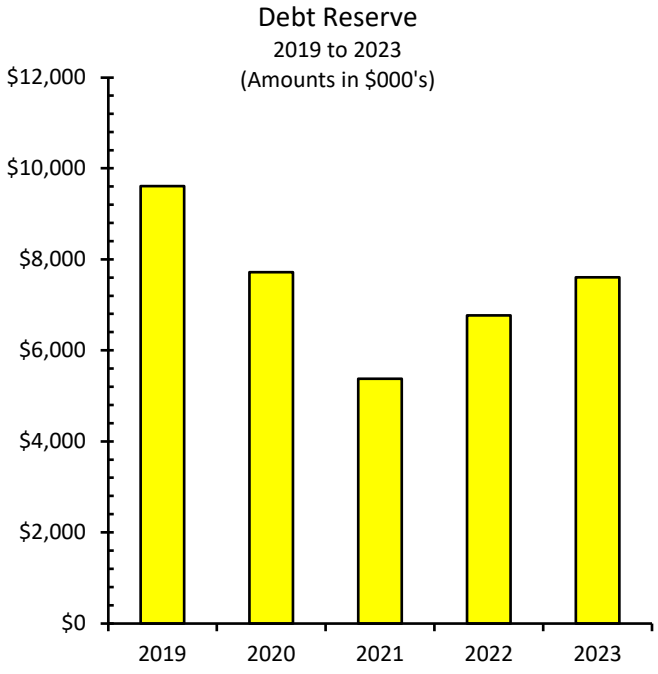
Stormwater Capital Reserve
2019 to 2023
(Amounts in $000's)




Fire Capital Reserve
2019 to 2023
(Amounts in $000's)
$6,000
$5,000
$4,000
$3,000
$2,000
$1,000
$0
2019
2020
2021
2022
2023


Local Area Service Reserve
2019 to 2023
(Amounts in $000's)
$18,000
$16,000
$14,000
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$0
2019
2020
2021
2022
2023


Tax Sale Reserve
2019 to 2023
(Amounts in $000's)
$350
$300
$250
$200
$150
$100
$50
$0
2019
2020
2021
2022
2023


Debt Reserve
2019 to 2023
(Amounts in $000's)
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$0
2019
2020
2021
2022
2023

GROWING COMMUNITIES FUND

For the year ended December 31, 2023 *(in thousands of dollars)*

The Province of British Columbia distributed conditional Growing Communities Fund (GCF) grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The Township received $24,306 of GCF funding in March 2023. The grant was partially drawn in 2023 as shown in the schedule below:

Growing Communities Fund		**2023**
Balance, beginning of year	$	-
GCF Grant Received		24,306
Interest Income Allocated		479
Eligible costs incurred		
Langley Events Center - ICE and Dry Arenas Facility		(1,576)
Willoughby Community Park - Bocce Court Covers		(151)
Balance, end of year	**$**	**23,058**

KPMG

The Corporation of the Township of Langley

Audit Findings Report for the year ended December 31, 2023

Dated June 4, 2024 for presentation on June 10, 2024



KPMG contacts

Key contacts in connection with this engagement



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Lead Engagement Partner
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This report is intended solely for the information and use of Management and Mayor and Council and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

Digital use information

This Audit Findings Report is also available as a “hyper-linked” PDF document.

If you are reading in electronic form (e.g. In “Adobe Reader” or “Council Books”), clicking on the home symbol on the top right corner will bring you back to this slide.

Click on any item in the table of contents to navigate to that section.

Audit highlights

No matters to report

Matters to report – see link for details

Purpose of this report

The purpose of this Audit Findings Report is to assist you, as Mayor and Council, in your review of the results of our audit of the consolidated financial statements ("financial statements") of the Corporation of the Township of Langley (the "Township") as at and for the year ended December 31, 2023. This Audit Findings Report builds on the Audit Plan dated February 9, 2024 that was provided to Council. Our audit has been performed in accordance with Canadian generally accepted auditing standards (CAS).

Status

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include:

- Completing certain audit documentation and review processes.
- Completing our discussions with Mayor and Council.
- Obtaining the signed management representation letter.
- Obtaining evidence of Council's acceptance of the financial statements.
- Completing subsequent event review procedures.

We will update you and management on significant matters, if any, arising from the completion of the audit, including completion of the above procedures. Our auditor's report, a draft of which is attached to the draft financial statements, will be dated upon the completion of any remaining procedures.

Significant changes

Significant changes since our audit plan

There are no significant changes to our audit plan which was originally communicated to you in the audit planning report.

Currrent developments

There are no significant current developments to update on.

Risks and results

- Significant risks
- Other risks of material misstatement
- Going concern matters

E.1

Audit highlights (continued)

No matters to report

Matters to report – see link for details

Uncorrected misstatements

We identified one uncorrected audit misstatement related to the to note disclosures for debt.

The management representation letter includes the Summary of Uncorrected Audit Misstatements, which discloses the impact of all uncorrected misstatements considered to be other than clearly trivial.

Based on both qualitative and quantitative considerations, management have decided not to correct the misstatements and represented to us that the misstatements – individually and in the aggregate – are, in their judgment, not material to the financial statements. This management representation is included in the management representation letter.

We concur with management's representation that the uncorrected misstatements are not material to the financial statements. Accordingly, the uncorrected misstatements have no effect on our auditor's report.

Corrected misstatements

We have not identified any corrected audit misstatements based on audit procedures completed as of the date of this report.

Control deficiencies

We have not identified any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting based on audit procedures completed as of the date of this report.

Policies and practices

Significant unusual transactions

Accounting policies and practices

Quality control and Independence

We confirm that we are independent with respect to the Township within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from January 1, 2023 up to the date of this report.

Significant risks and results

Management override of controls

RISK OF FRAUD

Significant risk	Estimate?
Per Canadian auditing standards, this is a presumed significant risk. Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities.	No

Our response

As the risk is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- Testing of journal entries and other adjustments.
- Performing a retrospective review of significant estimates and evaluating the business rationale of significant unusual transactions.
- Utilizing application software to evaluate the completeness of the journal entry population through a roll-forward of all accounts. We used computer-assisted audit techniques to analyze journal entries and apply certain criteria to identify potential high-risk journal entries for further testing.
- Reviewing the accounting estimates and assessing whether management's estimates are reasonable and not indicative of management bias.

Significant findings

No issues have been identified based on audit procedures completed as of the date of this report.

Other risks of material misstatement and results

We highlight our significant findings in respect of **other risks of material misstatement**.

Asset Retirement Obligations ("ARO") – new accounting standard

Background

PS 3280 Asset Retirement Obligations ("PS 3280") is a new accounting standard effective for the Township's 2023 fiscal year. The new standard addresses the recognition, measurement, presentation, and disclosure of legal obligations associated with the retirement of certain controlled Tangible Capital Assets ("TCA"). The Township adopted this new accounting standard on a prospective basis. As at December 31, 2023, due to the adoption of the new accounting standard, the Township has recognized a liability for ARO of $3.3M. The initial cost was capitalized as part of the carrying amount of the related tangible capital asset for assets that are recognized and in productive use. For related tangible capital assets that are unrecognized or no longer in productive use, the asset retirement cost has been expensed.

Estimate?

Yes – Expenditures required to retire a tangible capital asset

Our response

- We obtained an understanding of management's process for implementing PS 3280, including how in-scope TCA were identified, sources of information used, and significant measurement data, assumptions and decisions.
- We assessed whether the asset retirement obligations accounting policy set by management was in accordance with PS 3280.
- We obtained a list of TCA that reconciles to the general ledger and reviewed the listing to ensure management's identification of TCA with potential in-scope retirement obligations is accurate and complete.
- We inquired with Management and confirmed that there were no additional legal agreements entered into by the Township that contractually obligates the Township to an asset retirement obligation other than those already identified.
- We obtained Management's calculation of the ARO liability and the incremental amortization expense. We verified the mathematical accuracy of the calculations and agreed a selection of inputs to supporting documentation and agreed the reasonableness of significant assumptions and judgments made to measure the liability.

E.1

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Asset Retirement Obligations ("ARO") – new accounting standard (Continued)

Our response

- We reviewed the application of the prospective provisions applied by management for the initial implementation of the accounting standard.
- We reviewed the financial statement presentation and note disclosures to ensure they are consistent with the guidance in PS 3280.
- We discussed with management that the ARO liability will need to be monitored on an annual basis to keep track of any retirement of AROs or changes in rates used in the determination of the liability and make adjustments as necessary.

Our findings

No issues have been identified based on audit procedures completed as of the date of this report.

E.1

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Financial instruments – new accounting standards

Background	Estimate?
The new standard PS 3450 *Financial Instruments*, PS 2601 *Foreign currency translation,* PS 1201 *Financial statement presentation* and PS 3041 *Portfolio Investments* are effective for the Township's 2023 fiscal year. Equity instruments quoted in an active market and derivatives are required to be measured at fair value. All other financial instruments can be carried at cost/amortized cost or fair value depending on the Township's accounting policy choice.	No

Our response

- We reviewed management's documentation of the process applied to analyze the appropriate recognition, measurement, presentation and disclosure of financial instruments.
- We obtained an understanding of the significant account policies applied to financial instruments to ensure they comply with the new accounting standard.
- We ensured financial instruments have been appropriately recognized and measured in accordance with the new accounting standard.
- We reviewed the financial statement presentation and note disclosures to ensure that it is consistent with the new accounting standard.

Our findings

No issues have been identified based on audit procedures completed as of the date of this report.

E.1

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Tangible Capital Assets ("TCA")

Background	Estimate?
TCA represent a significant portion of assets of the Township. The assets owned by the Township include land and improvements, buildings and improvements, vehicles, water, roads, parks infrastructure, information technology, stormwater and sewer and their useful lives require estimation.	Yes - the established useful lives of TCA

Our response

- We updated our understanding of the process activities and controls over TCA, including the year-end process around identifying assets for impairment.
- We selected a sample of TCA additions and agreed the balance recorded to supporting documentation. We ensured each item tested is recorded in the appropriate TCA category and is appropriate to capitalize.
- We selected TCA disposals/sales and vouched to supporting documentation and recalculated the related gain or loss on disposal.
- We selected a sample of developer contributed assets and reviewed the agreement between the Township and the developer to ensure that the appropriate accounting treatment has been applied. We agreed the amount recorded to supporting documentation evidencing the fair value of the assets.
- We performed analytical procedures on amortization expense to assess whether the change in the balance from the prior year is reasonable.
- We reviewed the financial statement note disclosure to ensure it is complete and accurate.

Our findings

No issues have been identified based on audit procedures completed as of the date of this report.

E.1

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Expenses, including salaries and benefits expense

Background	Estimate?
Expenses are closely monitored against approved budgets. Salaries and expenses represent a significant portion of the Township's expenses. There is a need to ensure that the expenses recognized are appropriate.	No

Our response

- We updated our understanding of the process activities and controls over expenses, including salaries and benefits expense.
- We performed a walkthrough of the expense process, including the payroll process, by tracing a transaction from initiation through to being recorded in the general ledger to confirm that the controls are implemented as designed.
- We analyzed the overall change in expenses relative to the prior year based on changes in operations.
- We performed substantive procedures over salaries and benefit expenses, including reviewing and vouching a sample of expenses to underlying supporting documentation, ensuring the expenses are appropriately recognized.
- We performed substantive procedures over expenses, including reviewing and vouching a sample of expenses to underlying supporting documentation, ensuring the expenses are appropriately recognized.
- We selected a sample of payments made, trade payables recorded, and invoices received subsequent to year-end and ensured they were recorded in the appropriate fiscal year.

Our findings

No issues have been identified based on audit procedures completed as of the date of this report.

E.1

Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.

Development cost charges

Background	Estimate?
Development cost charges ("DCCs") are collected from developers to contribute to capital costs associated with development. In accordance with the Local Government Act, these funds must be deposited into a separate DCC Reserve Fund. DCC amounts collected are deferred and recognized as revenue in the year that related costs are incurred.	No

Our response

- We updated our understanding of the process activities and controls over DCC.
- We selected a sample of DCC contributions, recalculated the total amount, agreed each factor in the calculation to supporting documentation (e.g. approved rates) and agreed the amount recorded to cash receipts or letters of credit.
- We selected a sample of DCC expenditures and agreed the amount recorded to supporting documentation.
- We selected a sample of letters of credits held for unpaid DCC contributions and confirmed the existence and validity of the letter of credit with the financial institution.

Our findings

No issues have been identified based on audit procedures completed as of the date of this report.

E.1

Accounting policies and practices

Significant accounting policies

- There have been no initial selections of, or changes to, significant accounting policies and practices, except for the adoption of Canadian public sector accounting standard *PS 3280 Asset Retirement Obligations* (see pages 7 to 8) and new financial instruments suite of standards *PS 3450 Financial instruments*, *PS 2601 Foreign currency translation*, *PS 1201 Financial statement presentation* and *PS 3041 Portfolio investments* (see page 9).
- There were no significant accounting policies in controversial or emerging areas.
- There were no issues noted with the timing of the Township's transactions in relation to the period in which they were recorded.
- There were no issues noted with the extent to which the financial statements are affected by a significant unusual transaction and extent of disclosure of such transactions.
- There were no issues noted with the extent to which the financial statements are affected by non-recurring amounts recognized during the period and extent of disclosure of such transactions.

Significant accounting estimates

- There were no issues noted with management's identification of accounting estimates.
- There were no issues noted with management's process for making accounting estimates.
- There were no indicators of possible management bias.
- There were no significant factors affecting the Township’s asset and liability carrying values

Significant disclosures and financial statement presentation

- There were no issues noted with the judgments made, in formulating particularly sensitive financial statement disclosures.
- There were no issues noted with the overall neutrality, consistency, and clarity of the disclosures in the financial statements.
- There were no significant potential effects on the financial statements of significant risks, exposures, and uncertainties.

E.1

Control observations

Consideration of internal control over financial reporting ("ICFR")

In planning and performing our audit, we considered ICFR relevant to the Township's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting

A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

Significant deficiencies in internal control over financial reporting

A significant deficiency in internal control over financial reporting is a deficiency, or combination of deficiencies, in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

We did not identify any control deficiencies that we determined to be significant deficiencies in ICFR.

Appendix: Audit quality - How do we deliver audit quality?

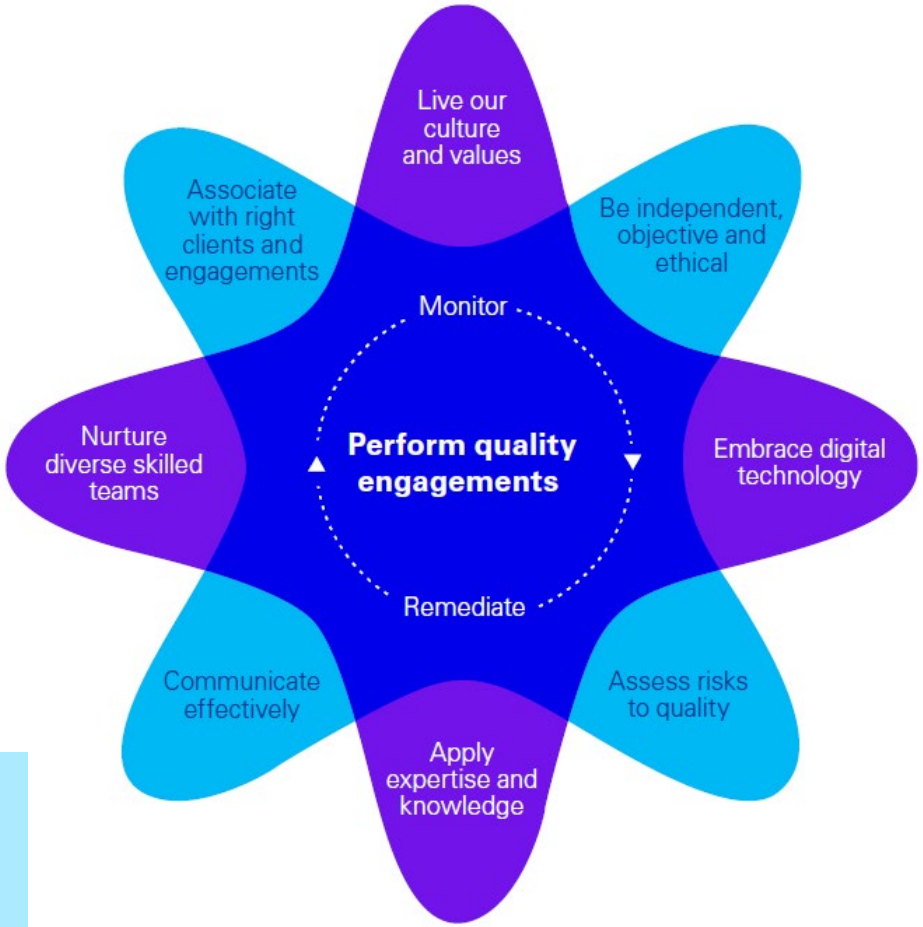
Quality essentially means doing the right thing and remains our highest priority. Our Global Quality Framework outlines how we deliver quality and how every partner and staff member contributes to its delivery.

The drivers outlined in the framework are the ten components of the KPMG System of Quality Management (SoQM). Aligned with ISQM 1/CSQM 1, our SoQM components also meet the requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (IESBA) and the relevant rules of professional conduct / code of ethics applicable to the practice of public accounting in Canada, which apply to professional services firms that perform audits of financial statements. Our Transparency Report includes our firm's Statement on the Effectiveness of our SoQM.

KPMG 2023 Audit Quality and Transparency Report

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality management;** and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics** and **integrity.**



Doing the right thing. Always.

E.1

Appendices

1 **Required communications**

2 **Management representation letter**



Appendix 1: Required communications

Draft auditor's report

The conclusion of our audit is set out in our draft auditor's report attached to the draft financial statements.

Audit findings report

Represented by this report.

Management representation letter

In accordance with professional standards, a copy of the management representation letters for the Township are included in Appendix 2.

Internal control deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

Independence

In accordance with professional standards, we have confirmed our independence on page 5.



Appendix 2: Management representation letter

KPMG LLP
777 Dunsmuir Street
P.O. Box 10426
Vancouver, B.C. V7Y 1K3

June 10, 2024

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of Corporation of the Township of Langley ("the Entity") as at and for the year ended December 31, 2023.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Responsibilities:

1) We have fulfilled our responsibilities, as set out in the terms of the services agreement dated January 9, 2023, including for:

   a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.

   b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:

      — the names of all related parties and information regarding all relationships and transactions with related parties;

      — the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of Council and committees of Council that may affect the financial statements. All significant actions are included in such summaries.

   c) providing you with unrestricted access to such relevant information.

   d) providing you with complete responses to all enquiries made by you during the engagement.

e) providing you with additional information that you may request from us for the purpose of the engagement.

f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.

g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.

h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.

Internal control over financial reporting:

2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

Fraud & non-compliance with laws and regulations:

3) We have disclosed to you:

a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

b) all information in relation to fraud or suspected fraud that we are aware of that involves:

— management;

— employees who have significant roles in internal control over financial reporting; or

— others

where such fraud or suspected fraud could have a material effect on the financial statements.

c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.

d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.

e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Subsequent events:

4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

Related parties:

5) We have disclosed to you the identity of the Entity's related parties.

6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.

7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

Estimates:

8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

Going concern:

9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.

10) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern.

Misstatements:

11) The effects of the uncorrected misstatements described in **Attachment II** are immaterial, both individually and in the aggregate, to the financial statements as a whole.

Non-SEC registrants or non-reporting issuers:

12) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).

13) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Approval of financial statements:

14) Sandra Ruff has the recognized authority to take, and has taken, responsibility for the financial statements.

Yours very truly,

_____
Chanpreet Kooner, Chief Administrative Officer

_____
Sandra Ruff, Director of Finance

_____
Samuel Nam, Deputy Director of Finance

_____
Cherry Li, Manager, Financial Reporting

cc: Council

Attachment I – Definitions

Materiality

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and, the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

Fraud & error

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Attachment II – Summary of Audit Misstatements Schedule

Uncorrected Audit Misstatements

Financial statement disclosure

It is the Township's practice not to include interest rates for agreements payable in the financial statement notes and schedules. Inclusion of this information is a required note disclosure under the Township's relevant financial reporting framework.

Corrected Audit Misstatements

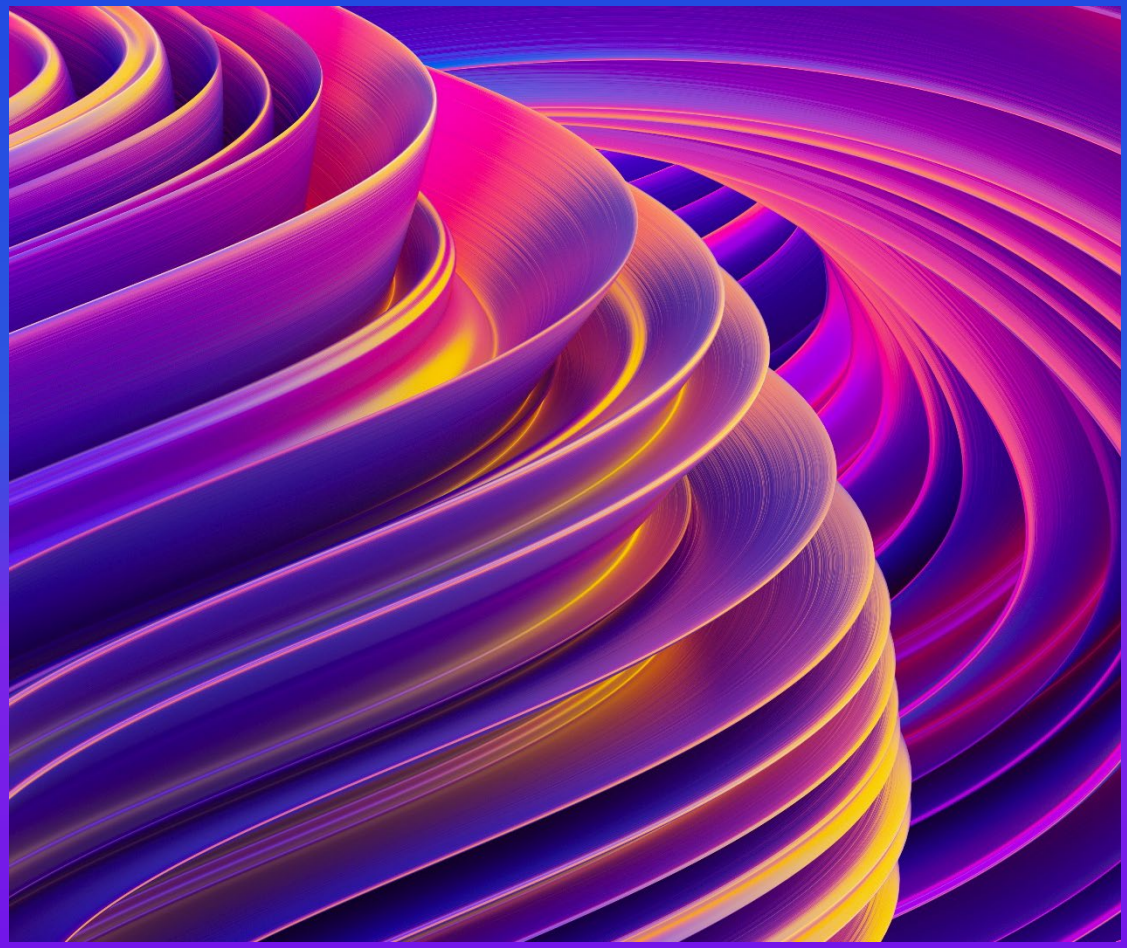
There were no corrected misstatements noted.

KPMG



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Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-119
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	10-32-0077
SUBJECT:	AGRICULTURAL LAND COMMISSION APPLICATION NO. 100452 (HARVEST BAPTIST CHURCH / 22594 OLD YALE ROAD)		

PROPOSAL:

Non–farm use application to the Agricultural Land Commission (ALC) submitted by Harvest Baptist Church to permit construction of a 929 m^2 (10,000 ft^2) building at 22594 Old Yale Road in the Agricultural Land Reserve (ALR).

RECOMMENDATION SUMMARY:

That Council consider the application for non-farm use and refer the application to the Agricultural Land Commission for consideration based on agricultural merits.

RATIONALE:

The proposed non-farm use application complies with the Township's Zoning Bylaw. Institutional uses are compatible with the provisions of the Rural Plan and the application is being forwarded to Council for consideration of referral to the provincial Agricultural Land Commission.

RECOMMENDATION:

That Council refer the non-farm use application submitted by Harvest Baptist Church to construct a 929 m^2 (10,000 ft^2) building on a 2.09 ha (5.16 acre) property located at 22594 Old Yale Road to the Agricultural Land Commission for consideration based on agricultural merits.

EXECUTIVE SUMMARY:

The Township of Langley has received a non-farm use application proposing construction of a 929 m^2 (10,000 ft^2) building on a 2.09 ha (5.16 acre) property located at 22594 Old Yale Road within the Agricultural Land Reserve (ALR).

The subject property has a history of institutional use. A former Langley Elks Hall was acquired by Harvest Baptist Church in 2008 and has since been utilized for religious and assembly purposes.

In 2018, the applicant pursued an ALC non-farm use approval for construction of a new 657 m^2 (7,070 ft^2) building with the potential for future expansion to 929 m^2 (10,000 ft^2) while retaining all other existing buildings on site. The ALC approved this application. However, the proponent did not construct a building in the ALC approved location.

The applicant is now pursuing a new application to permit the construction of a 929 m^2 (10,000 ft^2) standalone building on one of two proposed locations while retaining all other existing buildings on site.

Should the ALC approve the non-farm use application, the applicant will need to apply for and obtain all necessary building permits including provision of servicing as per Service Level 4 – Rural in accordance with the Township's Subdivision and Development Servicing Bylaw.

PURPOSE:

To provide Council with information and recommendation options with respect to an ALR non-farm use application submitted under Section 20(2) of the ALC Act by Harvest Baptist Church.

REFERENCE:

Owner:	Harvest Baptist Church 22594 Old Yale Road Langley, BC V2Z 2V4
Legal Description:	Parcel "F" (M6255E) North West Quarter Section 32 Township 10 Except: Firstly: Parcel "A" (Reference Plan 5280) Secondly: Part Lying within Lot 6 on Plan 57279 New Westminster District
Location:	22594 Old Yale Road
Area:	2.09 ha (5.16 ac)
Existing Zoning:	Civic Institutional Zone P-1
Rural Plan:	Small Farms / Country Estates
Agricultural Land Reserve:	In the Agricultural Land Reserve

BACKGROUND/HISTORY:

- The property is designated Agriculture in the OCP, designated Small Farms/Country Estates in the Rural Plan, zoned Civic Institutional Zone P-1, and located in the ALR.
- The subject property has a history of institutional use as it was used by the Langley Elks Club from 1982 onward and the YM-YWCA prior to that.
- The applicant indicates that the subject property was purchased by the Harvest Baptist Church in 2008 and has since been utilized for religious and assembly purposes.
- An application to the ALC to exclude the property from the ALR in 2006 was denied (resolution #40/2006).
- A 2011 non-farm application use was approved (resolution #221/2011) for expansion of the existing church and replacement of existing structures with a single multi-purpose building occupying the same footprint as well as construction of a single family dwelling on the property.
- A 2018 non-farm application received approval for a new 657 m² (7,070 ft²) standalone building on the western portion of the property with potential future expansion to 929 m² (10,000 ft²) (with a 10m westerly building setback), while retaining all other existing buildings on site.
- The proponent elected not to proceed with the 2011 and 2018 approvals.
- The applicant is currently pursuing a similar application to their 2018 application for the construction of a new standalone building. This time, they are providing two location options for consideration by the ALC.
- According to their application, there is a necessity to build a new structure to meet the expanding requirements of Harvest Baptist Church.
- In order to proceed with the construction of a 929 m² (10,000 ft²) building, obtaining a non-farm use approval is required.

- The ALC Act allows Council the opportunity to provide recommendations on non-farm use applications made to the ALC. Information available to Council to consider making recommendations are policies contained in the Township's Official Community Plan, Rural Plan and Zoning Bylaw; as well as other site-specific information.

DISCUSSION/ANALYSIS:

- The applicant has applied under Section 20(2) of the ALC Act for a non-farm use for property located at 22594 Old Yale Road. The subject site is located in the ALR near Murrayville. The property is designated Small Farms/Country Estates in the Township's Rural Plan and is zoned Civic Institutional Zone P-1.
- The property currently accommodates an existing 718 m² (7,729 ft²) assembly use building. There are also four accessory buildings and a mobile home located on the western portion of the subject site.
- The applicant proposes to construct a 929 m² (10,000 ft²) building on a 2.09 ha (5.16 ac) property, with two potential locations outlined in the site plans for Option 1 and Option 2 (Attachment A).
- The applicant indicates a preference for locating the building in the area outlined in Option 1, to the east of the existing main building, as this site offers convenient access to the community garden situated on the eastern portion of the property.
- As the proponent indicated, if the ALC rejects proposed Option 1, the proponent wishes to receive approval for the siting outlined in Option 2 on the west end. This option is similar to the previously approved resolution but utilizes the maximum 929 m² (10,000 ft²) building footprint area.
- Proposed Option 1 for the location of a new building in the eastern portion of the property encroaches on the no-build area designated by the 2018 ALC designation.
- The subject property is approximately 325 m (1,066 ft) east of the urban boundary in Murrayville, institutionally zoned and established as an institutional use serving the community.

Adjacent Uses:

	Existing Use	Rural Plan Designation	Existing Zoning	ALR
North:	Old Yale Road, beyond which are two properties with existing dwellings and farms	Small Farms / Country Estates	Rural Zone RU-1	In ALR
South:	The Murrayville Reservoir site and a property with an existing dwelling and a farm	Small Farms / Country Estates	Rural Zone RU-1	In ALR
East:	A property with an existing dwelling and a farm	Small Farms / Country Estates	Rural Zone RU-1	In ALR
West:	A panhandle access for the Murrayville Reservoir, beyond which is a property with an existing dwelling	Small Farms / Country Estates	Rural Zone RU-1	In ALR

Policy Considerations:

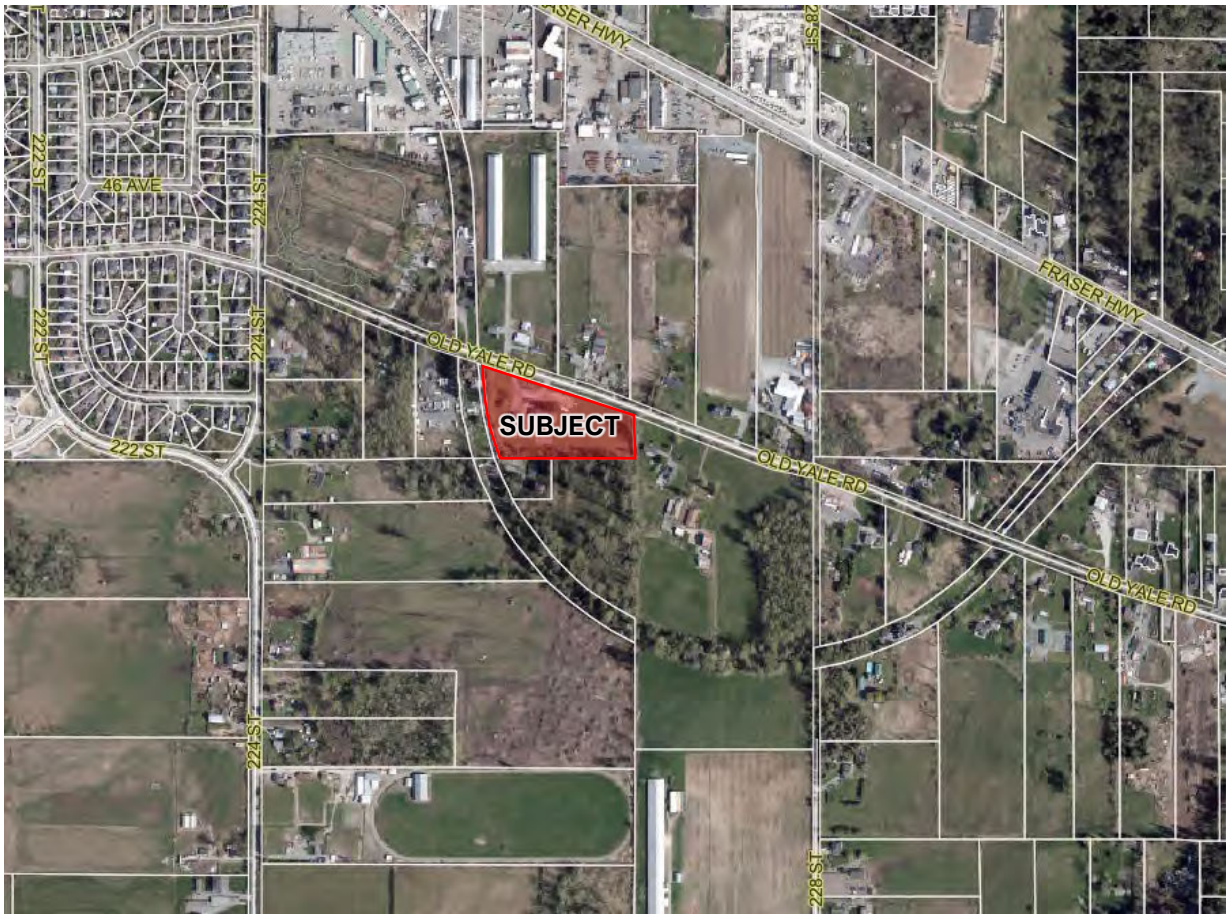
The subject property is designated as Small Farms / Country Estates in the Rural Plan. Staff note that the subject property has historically accommodated institutional uses predating the Zoning Bylaw (1987) and Rural Plan (1993) and the property's Civic Institutional P-1 zoning permits an assembly use. Should the ALC approve the non-farm use application, the applicant will need to apply for and obtain all necessary building permits.

Respectfully submitted,

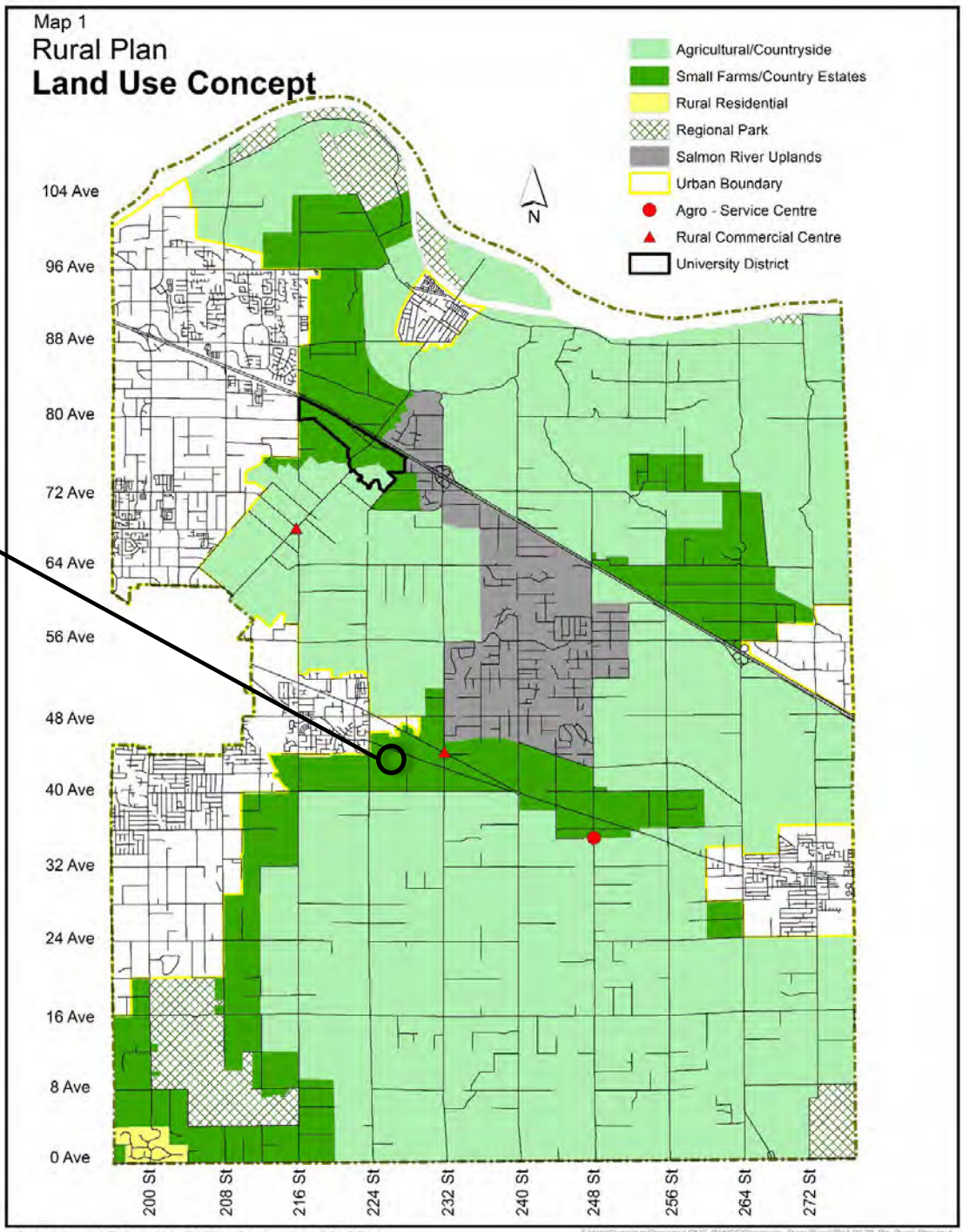
Mohammad Nemati
PLANNING TECHNICIAN
for
COMMUNITY DEVELOPMENT DIVISION

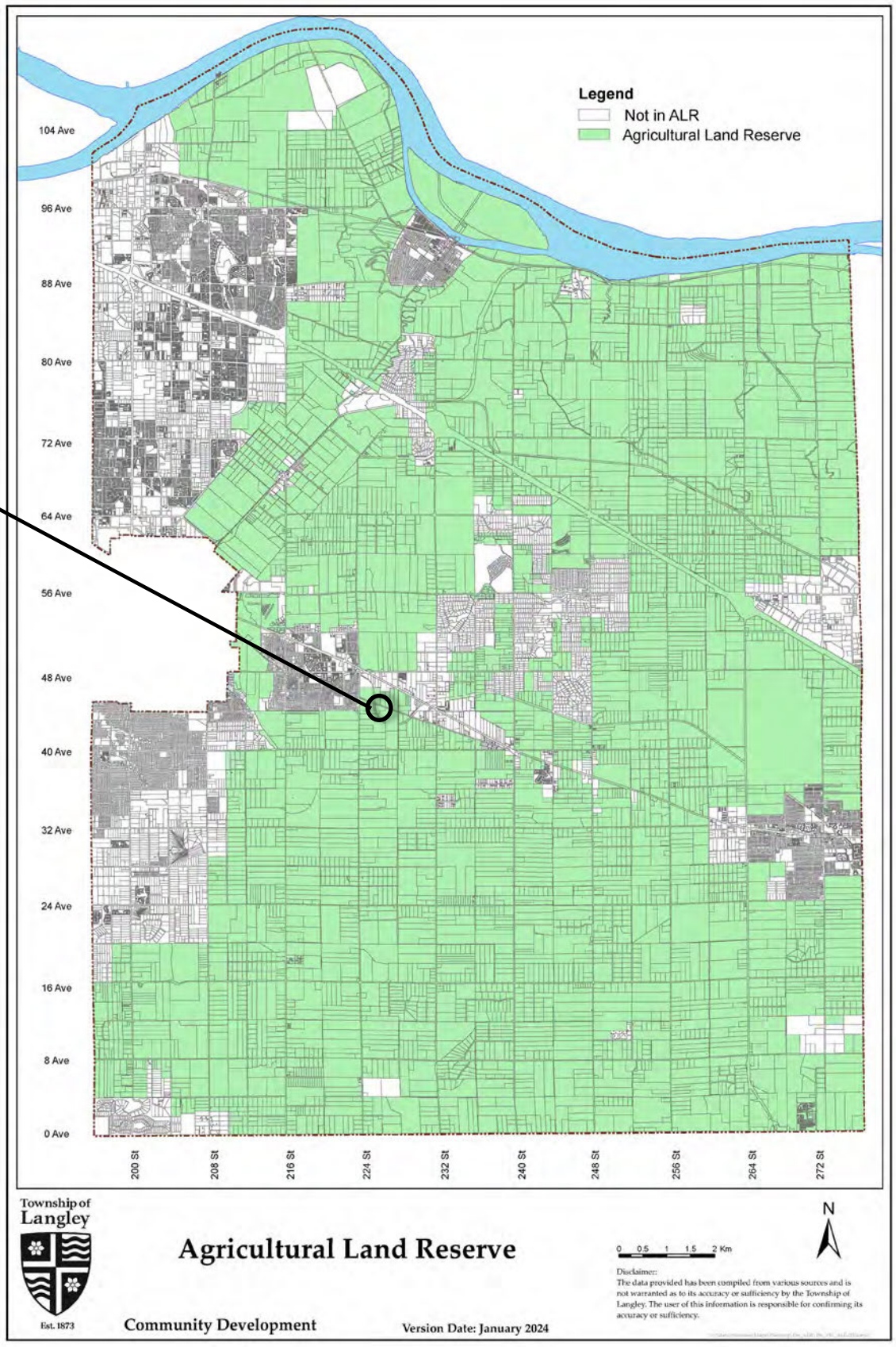
ATTACHMENT A Maps and Graphics

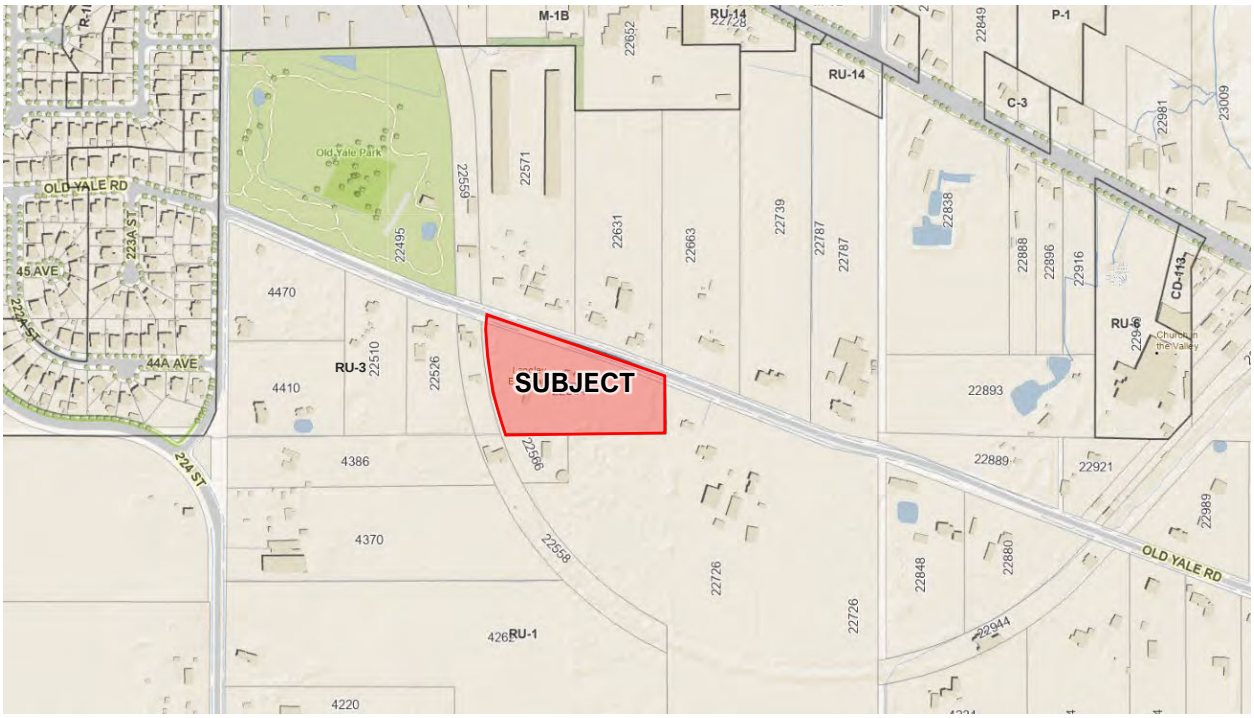
ATTACHMENT A



AERIAL CONTEXT MAP


Map 1
Rural Plan
Land Use Concept
Agricultural/Countryside
Small Farms/Country Estates
Rural Residential
Regional Park
Salmon River Uplands
Urban Boundary
Agro - Service Centre
Rural Commercial Centre
University District
N
104 Ave
96 Ave
88 Ave
80 Ave
72 Ave
64 Ave
56 Ave
48 Ave
40 Ave
32 Ave
24 Ave
16 Ave
8 Ave
0 Ave
200 St
208 St
216 St
224 St
232 St
240 St
248 St
256 St
264 St
272 St
SUBJECT
Amendment Bylaw No. 5103 - September 29, 2014


SUBJECT
Legend
Not in ALR
Agricultural Land Reserve
104 Ave
96 Ave
88 Ave
80 Ave
72 Ave
64 Ave
56 Ave
48 Ave
40 Ave
32 Ave
24 Ave
16 Ave
8 Ave
0 Ave
200 St
208 St
216 St
224 St
232 St
240 St
248 St
256 St
264 St
272 St
Township of Langley
Est. 1873
Agricultural Land Reserve
Community Development
Version Date: January 2024
0 0.5 1 1.5 2 Km
N
Disclaimer:
The data provided has been compiled from various sources and is not warranted as to its accuracy or sufficiency by the Township of Langley. The user of this information is responsible for confirming its accuracy or sufficiency.

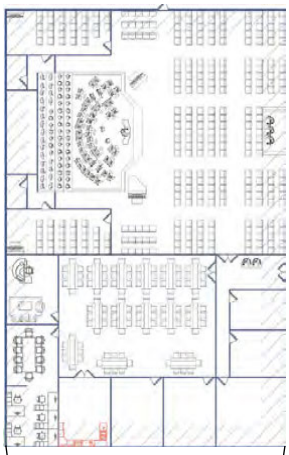


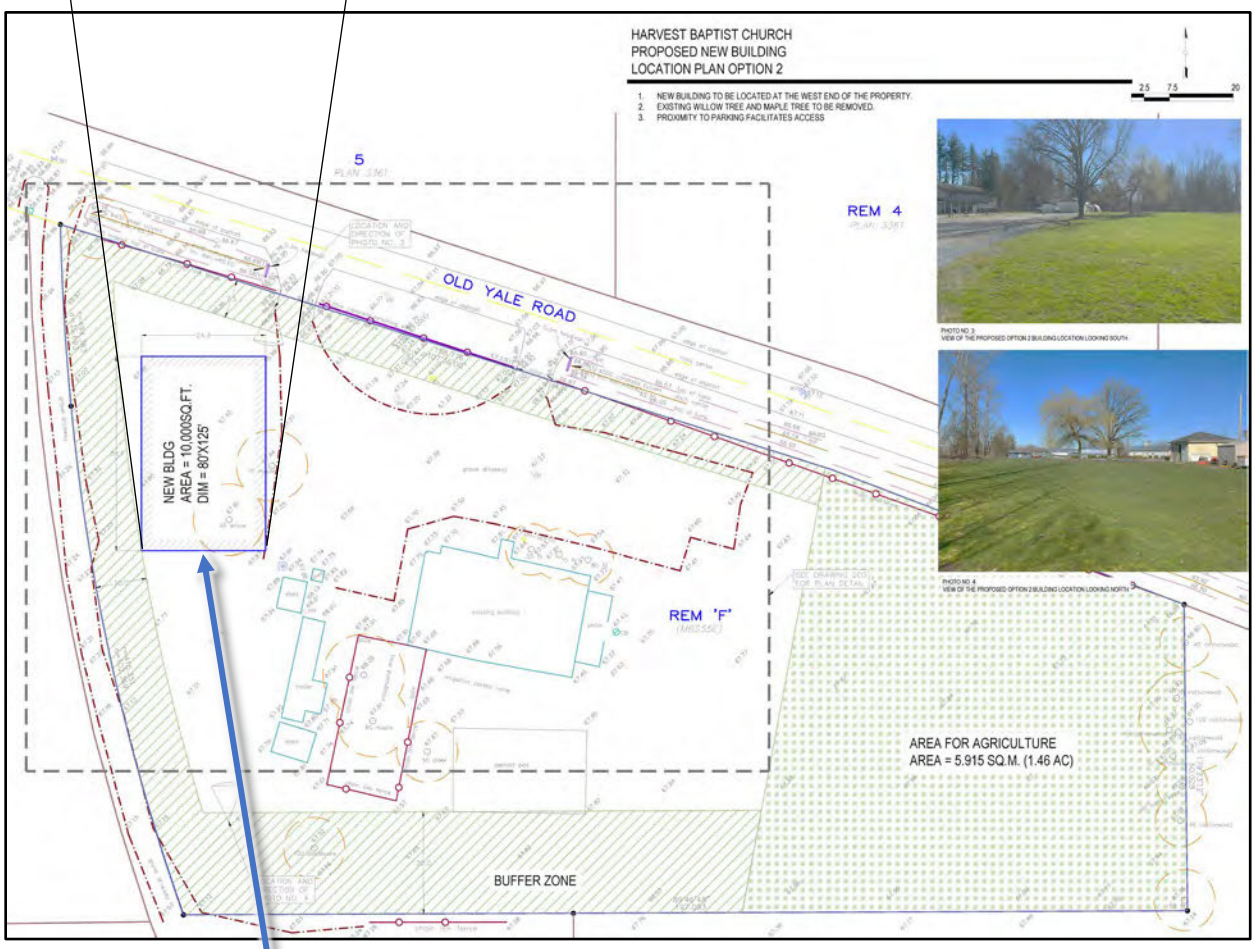
ZONING BYLAW NO. 2500



PROPOSED NEW BUILDING LOCATION PLAN OPTION 1

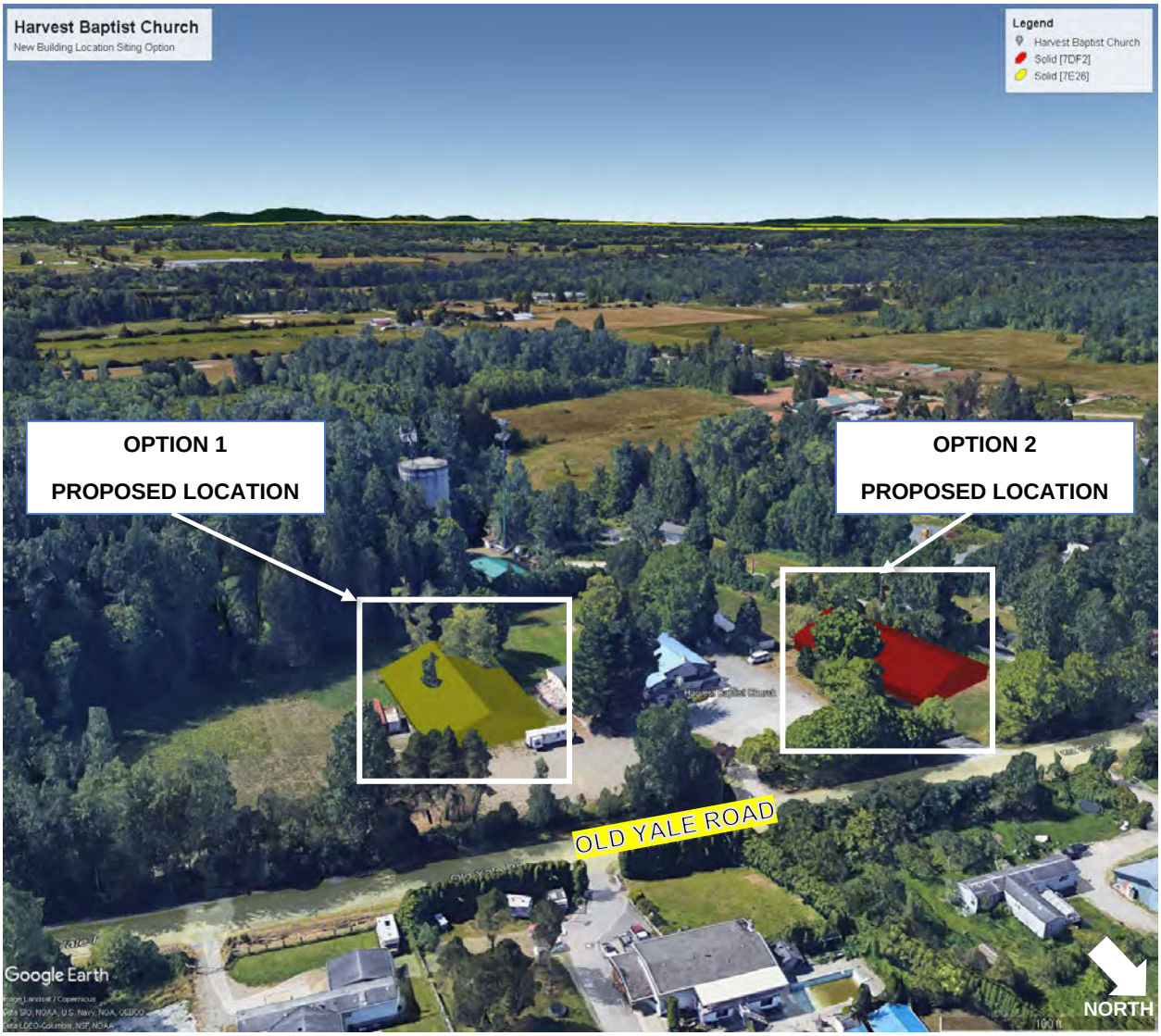
SITE PLAN: OPTION 1 – SUBMITTED BY APPLICANT





PROPOSED NEW BUILDING LOCATION PLAN OPTION 2

SITE PLAN: OPTION 2 – SUBMITTED BY APPLICANT



OPTION REPRESENTATION – SUBMITTED BY APPLICANT

Township of Langley
Est. 1873

REPORT TO
MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-113
FROM:	PUBLIC WORKS DIVISION	**FILE:**	5600-03-021
SUBJECT:	VOLUNTARY WATER METERING PROGRAM FOR RESIDENTIAL AREAS		

RECOMMENDATIONS:

That Council approve $210,000 in funding from the 2024 Water Capital Works Reserve to procure hardware, software, and one (1) vehicle required to implement a volunteer water metering program in 2025.

That Council pre-approve $750,000 in funding from the 2025 Water Capital Works Reserve to procure and install meters for the volunteer water metering program.

That Council pre-approve an increase of $304,000 in Water Utility Operating funding in the 2025 budget for three (3) new positions; Clerk III, Engineering Technologist II, and Utilities Maintenance Worker, required to implement and manage a volunteer water metering program.

That Council direct staff to implement a new multi-year voluntary water metering program to begin within the first quarter of 2025 for existing single family residential and/or other urban property type owners or strata corporations through the following actions:

1. Prepare the necessary bylaw amendments and policy revisions along with developing a new Water Meter Council Policy required to implement a volunteer residential metering program.
2. Continue the use and expansion of the Township of Langley's existing Automated Meter Reading (AMR) system.
3. Proceed with the required website updates and creation of a customer utility portal for access by utility rate payers.
4. Develop and implement a volumetric rate structure with a fixed fee billed each reading period based upon the meter size by 2025.
5. Implement a triannual meter reading and billing schedule in 2025 and transition to quarterly billing complete with associated resource requirements by 2027.
6. Prepare a comprehensive public communications and engagement strategy.
7. Require all new residential construction obtaining final completion in 2026 and beyond, be enrolled in metered utility billing with no option for flat rate.
8. Provide an update in 2026.

PURPOSE:

This report is in response to a Council Resolution from the October 23, 2023, Regular Meeting to provide a report with information and required resources to implement a new multi-year voluntary metering program within the first quarter of 2025.

BACKGROUND/HISTORY:

At its Regular Meeting on October 23, 2023, Council directed staff to provide a comprehensive report on the following items:

A. A summary of current water metering bylaw(s) and/or policies, billing processes and the percentage of water metering implemented throughout the Township of Langley for non-residential, mixed-used, multi-family, multiple dwelling units and single-family properties where water metering may or may not be mandatory and/or required for new construction;

B. An outline of a potential, new multi-year voluntary program to start within the 1st quarter of 2025 for existing single family residential and/or other urban property type owners or strata corporations within the water utility (excluding any and all agricultural properties) without water metering to request the installation of a water meter at no cost for Council to consider no later than the 2nd quarter of 2024, informed by the 2019 Metro Vancouver Best Practices Guide for Local Governments for Residential Water Metering;

C. Capital and operating cost implications to the water utility with options including any needed additional staff resources, equipment, implementation and ongoing maintenance, potentially funded by Capital Works within the Water Utility specific to a voluntary water metering program, if so endorsed by Council;

D. Potential inclusion of a website portal similar in concept to the City of Abbotsford, such that residents can view their water usage information with methods and options to reduce water usage and to see usage levels in comparison to other properties throughout the Township of Langley of the same property type;

E. Consideration of a transition to quarterly or monthly billing for water utility users with water metering; and

F. Consideration of a process and cost for public input and consultation and/or an open house(s) on a potential voluntary residential water metering program, if so endorsed by Council, with sample quality promotional and educational materials for Council's consideration.

DISCUSSION/ANALYSIS:

The Township of Langley's water metering strategy historically consisted of metering properties that are classified as Industrial, Commercial, Institutional (ICI), and Agricultural. These property types are charged for water consumption and sewer usage based on volumetric and flat rate charges.

In 1996, the Township of Langley (Township) revised applicable bylaws to require all new construction, including residential properties, to include the appropriate plumbing configuration to accommodate the installation of a future water meter. Prior to 1996 the Township did not require residential properties to have the ability to accept a meter.

The Township's Waterworks Regulation Bylaw 2018 No. 4697 and Subdivision and Development Servicing Bylaw 2019 No. 5382 require that all ICI, and agricultural properties with farm classification connected to the municipal water system be metered. In addition, any single-family home serviced by a water connection with a diameter greater than 50mm also requires a meter. Meters for these properties are provided by the Township at no cost to the property owner. Property owners may install tenant meters to monitor usage throughout their property, however, these meters are not supplied, read, or maintained by the Township.

Property owners are responsible for ensuring the meter and enclosure are unobstructed and protected from damage, including frost damage, and are required to provide access to Township staff for the purposes of inspection, maintenance, or replacement of the meter. Property owners are responsible for the full cost of meter replacements resulting from damage, otherwise meters are replaced at no cost to the owner.

The Township currently reads meters twice a year in March and September and water and sewer utility bills are issued in April and October. Metered bills include flat rate charges for water consumed up to 110 m^3 and a volumetric rate for the water consumed thereafter.

As of the first quarter of 2024, there were 1,632 meters installed in the Township. Table 1 below presents an approximate number and percentage of metered and non-metered service connections in the Township.

Table 1: Percentage of Metered Properties

	Single Family/ First Nations Community	Multi Family	Strata	Agricultural	ICI	Total
Metered	3[1]	0	0	262[2]	1,365[3]	1,632
Not Metered	19,351	627	934	159	0	21,071
% Metered from Group	<1%	0%	0%	62%	100%	7%

[1] One (1) Residential connection larger than 50mm and two (2) First Nations Community connections.
[2] Requires farm class.
[3] Includes the commercial side of mixed-use properties and commercial strata properties.

Multi-Family properties include condo and apartment buildings, and the residential side of mixed-use properties, while strata properties typically include townhomes and gated communities.

Volunteer Residential Metering Program

Many local municipalities have initiated the implementation of a universal water metering program though a volunteer-based strategy. These programs have proven successful where gradual implementation and effective public communications were utilized. Water metering can provide important information regarding usage that can potentially identify water leaks resulting in cost savings for the Township as well as facilitating water conservation. Therefore, once installed, a meter is an important asset in the municipal water system.

The 2019 Metro Vancouver Best Practices Guide for Local Governments for Residential Water Metering highlights water conservation as a driving factor for implementing universal water metering. Some municipalities have noted that the transition to metering on residential services

has resulted in a net reduction in water consumption per capita. This is the result of reduced usage by homeowners as well as early identification and timely repair of private property water leaks. The 2019 Metro Vancouver Best Practices Guide for Local Governments for Residential Water Metering is included as Attachment A.

A volunteer metering program in the Township could be implemented through an application process allowing properties to be reviewed on a case-by-case basis for the installation of a meter and related appurtenances. Costs will vary significantly based on the existing water service configuration and site conditions. Applications could be prioritized based on properties that are meter ready or on a first come first serve basis until available funding has been exhausted. Applications for the metering of multi-family or residential strata properties would be the responsibility of the property management company or strata council.

The ability for a property to receive a meter may vary significantly based on the properties plumbing configuration, Township bylaws, and BC Plumbing Code requirements. Residential properties that are not meter ready may require more time, resources, and coordination with the property owner to install a meter, which may include the installation of a meter box or chamber at the property line.

Properties where access to the water service is obstructed by a driveway or other feature may require the Township to hire a plumbing contractor to install a meter inside the private property. The financial section of this report contains more information on the estimated costs associated with the installation of water meters.

Due to the different schedules and methods associated with meter and non-meter billing, it is recommended that once a property has a metered account, there will be no option to revert the account back to the current flat rate structure. This would apply to all future and existing metered accounts including agricultural properties that may change their farm class from year to year.

The transition to a residential volunteer water metering program will require changes to the current flat rate structure in the Tempest utility billing system. The flat rate charges will first need to be removed from the annual property tax statement and be levied in their own separate annual utility billing, and Policy 03-823 Non-Metered Utility Bills would need to be repealed. The costs associated with this is outlined in the financial section of this report.

Adjustments to the frequency of the Township’s billing periods is considered an important part of an updated metering program. To allow for the initial transition during the volunteer program, staff suggest beginning with a tri-annual billing cycle with the option to transition to a quarterly schedule in the first quarter of 2027 once the metering program has been operational and any further resource requirements are assessed.

The reading and billing schedule may be adjusted to monthly once the number of meters deployed throughout the Township supports the transition to an Advanced Metering Infrastructure (AMI) system. Significant capital funding and resources will be required for this transition. However, due to the current low metered properties an AMI system would not currently provide a benefit and is recommended for consideration in the future, as described below.

Water Meter Infrastructure

Automated water metering technology involves three (3) main components: meters, transmitters, and readers. Transmitters emit the meter reading data through radio or cellular signals and readers collect this data for billing purposes. Water meter reading is typically completed through an Automated Meter Reading (AMR) or AMI system.

Prior to 2020, meter readings were manually collected by staff using handheld radio receivers or by physically reading the meter. Meters requiring physical readings are currently being phased out of the system. In 2020, the Township began a multi-year project to implement an AMR system for its existing water meters.

AMR involves the use of software and a vehicle mounted meter reading equipment to collect readings. All readings are automatically collected, without the need of interaction from the driver, as the vehicle is driven through an assigned area. AMR systems greatly reduce the time required to read meters and removes the need for manually collecting readings unless an inspection is required. Each additional AMR system reduces the time required to collect all readings and/or increases the area that can be covered during each reading period.

AMI systems are more advanced as they continuously monitor and read meters through radio connections installed on new or existing infrastructure such as buildings and radio towers or through a cellular based meter transmitter. While meter transmitters presently installed on meters within the Township are radio AMI compatible, a transition to a cellular based AMI system would require the replacement of all existing radio transmitters. Additionally, a radio AMI system would require the installation of up to 20 radio repeater sites throughout the Township.

Service providers for AMR and AMI systems have informed staff that the transition to an AMI system should be for information gathering and continuous system monitoring. The transition to AMI is a costly upgrade that includes significant capital investments, ongoing maintenance, and subscription fees. AMI systems do not typically provide cost benefit, especially for municipalities with low metered numbers. Service providers recommend that an AMR system be utilized until the number of meter end points surpasses the ability to maintain reading schedules using an AMR system.

The 2019 Metro Vancouver Best Practices Guide notes that the City of Abbotsford is one local jurisdiction currently using an AMI system. The City of Abbotsford noted that while these AMI systems are marketed as plug-and-play, there is a significant amount of background work included with the implementation of these systems.

An AMI system is not currently recommended for the Township due to the low number of meters being read. Staff recommend that the Township continue the use of AMR systems to read meters until the regular reading schedule cannot be maintained due to the number of meters or when AMI is considered as part of future capital works to fully implement a universal metering strategy throughout the Township.

Website Portal

The current Township metering infrastructure does not support a real time website portal for customers. However, staff can incorporate meter account and reading data into the My Township account portal available on the Township website. This would allow property owners to have access to their historical meter reading data and see updated readings at the end of

each reading period. Additionally, it may be possible to provide average community-based consumption information which would provide a value comparison for property owners. The Township's website currently separates water connection and conservation information. The amalgamation of this information into a specific water metering and conservation website would provide a single click option for those looking for information on the metering program, water conservation, leak detection, water restrictions, and other water related educational information. A frequently asked questions (FAQ) area may also be incorporated using inquiries from the public on the implementation of a voluntary water metering program.

Public Consultation

The 2019 Metro Vancouver Best Practices Guide highlights the importance of correspondence with the public for a water metering program. Properly informing the public will bring greater knowledge and awareness about water conservation as well as water metering.

In addition to metering, it will be important to educate the public on their responsibilities once a meter has been installed. This includes the responsibility of the homeowner to protect the meter from damage, the required location of the meter, and information on how readings are collected and used by the Township.

If the Township were to implement the volunteer water metering program, staff would prepare a comprehensive public communications and engagement strategy to inform residents. Initiatives could include:

- Public engagement at special events.
- Social media outreach.
- Online engagement surveys.
- Newspaper advertisements.
- Informational mailouts.

Rate Setting Strategy

A flat rate structure, such as the one currently used for Township residential users, is a revenue-based approach and inherently inequitable for its users and does not promote water conservation. This type of rate structure is typically only used when metering is not an option. Conversely, a volumetric-based rate structure allows users to pay for the actual water usage and therefore promotes conservation. This model of pay-for-use is common among other utilities such as electricity and gas.

The adjustment of the Township's water rate setting strategy is a complex process. It has been calculated that due to lower water consumption, a typical Township residential property pays on average 50% more per cubic metre of water than a high-volume user.

Various water rate structures are available for council consideration that promote water conservation:

1. Fixed Volumetric rates are based on a cost per volume approach and may or may not include a fixed fee system.
2. Volumetric Tiered rates increase the rate based on predetermined volumes of consumption and may consist of two or more volume intervals.
3. Seasonal rates, like Metro Vancouver, involve a higher rate during the peak demand seasons and a lower rate during the off-peak seasons (Township software does not currently support this type of billing structure).

The table below presents a simplistic overview of some local municipalities' billing strategies.

Table 2: Comparison of Municipal Water Rate Structures

Municipality	Rate Type	Billing Frequency	2023 Volumetric Rate (per m^3)	2023 Fixed or Flat Rate
City of Langley	Volumetric and Flat	Annually	$1.62	$75
City of Nanaimo	SF Volumetric Tiered; MF/ICI Volumetric	Tri-Annually	SF = $0.44; $1.09 $1.92; $3.36 MF/ICI = $1.73	- -
City of Surrey	Volumetric and Fixed	Tri-Annually	$1.22	$24 to $249 based on meter size
City of Vancouver	Seasonal Volumetric and Fixed	Quarterly	$1.61 (High) $1.29 (Low)	$37.00 to $871.00 based on service size
City of Abbotsford	Volumetric	Bi-monthly	RCI = $1.32 IA = $1.203	-
District of West Vancouver	Volumetric Tiered and Flat	Quarterly	$1.56; $1.78; $2.72; $3.70 (Tiered rates)	$93.84
Township of Langley	ICIA Volumetric and Fixed; MF/SF Flat	Semi-Annually Annually	ICIA = $0.95 -	ICIA = $329.72 MF/SF = $659.44

IA = Industrial and Agricultural; ICI = Industrial, Commercial, and Institutional; ICIA = Industrial, Commercial, Institutional, and Agricultural; RCI = Residential, Commercial, and Institutional; MF = Multi-Family; SF = Single Family

As shown above, municipalities that implement a volumetric rate system often also include a fixed rate system which may vary based on the size of the meter or water service. While this fixed cost is typically significantly less than a standard flat rate fee, it provides predictable revenue to the municipality for the ongoing operation and maintenance of the water system and metering infrastructure.

The ongoing costs associated with the supply of potable water and maintenance of the water system must be considered in any water system and therefore, careful consideration should be given to selecting a reliable rate structure. Once a structure has been selected and implemented, it may be difficult to alter in the future.

The following three tables provide an example of a metered 25mm service for a residential property and the associated annual billing. Table 3 shows the existing rate structure from 2024 to 2027, while Table 4 and 5 provide a comparison of fixed volumetric and volumetric tiered rate structures with an included fixed fee from 2025 to 2027.

Table 3: Existing Rate Structure

Year	Water Use (m^3)	Annual Flat Rate Fee	Volume for Water Rate (m^3)[1]	Water Rate ($/m^3$)	Annual Total
2024	300	$705.14	80	$1.019	$786.66

[1] Annual use less 220m^3 (110m^3 per 6 months)

Table 4: Fixed Volumetric Rate Structure

Year	Water Use (m^3)	Fixed Fee1	Water Rate ($/$m^3$)	Annual Total
2025	300	$150.00	$1.121	$486.27
2026	300	$165.00	$1.233	$534.90
2027	300	$181.50	$1.360	$588.39

[1] $50 per tri-annual bill

Table: 5 Volumetric Tiered Rate Structure

Year	Water Use1 (m^3)	Fixed Fee2	Water Rate3 ($/$m^3$)	Annual Total
2025	300	$150.00	$1.121; $1.30	$502.41
2026	300	$165.00	$1.233; $1.43	$552.63
2027	300	$181.50	$1.36; $1.57	$608.40

[1] 100m^3 for each tri-annual read
[2] $50 per tri-annual bill
[2] Lower rate for first 70m^3, higher rate for over 70m^3 for each tri-annual read

Values from 2025 to 2027 are shown for illustrative purposes and do not represent actual or proposed increases.

Staff recommend the Township implement a rate strategy similar to the City of Surrey that has a volumetric rate structure with a reduced fixed fee billed each reading period based the meter size, similar to Table 4 above.

Applicable Bylaws and Policies:

Staff recommend a new Water Meter Policy be developed to guide and direct the volunteer metering program process and guidelines.

Additionally, the bylaws and policy will require amendments:

- The Langley Waterworks Regulation Bylaw No. 4697 governs the water utility and outlines the requirements and limitations related to the operation and maintenance of the system and connected components. Revisions to several sections of the bylaw will be required with the implementation of a volunteer meter program.
- The Drinking Water Conservation Bylaw 2018 No. 5321 contains requirements on water usage for various stages of water restrictions. Revisions may be required to address water meters being installed at residential properties.

- The Langley Sewerworks Regulation Bylaw No. 5367 governs the sewer utility and outlines the requirements and limitations related to the operation and maintenance of the system and connected components. Revisions may be required to sections affected by potential rate structure adjustments.
- The Subdivision and Development Servicing Bylaw 2019 No. 5382 governs the development requirements for the design and construction of municipal roads, water, storm, and sewer systems. Revisions will be required to sections related to meter installation requirements.
- The Fees and Charges Bylaw No. 4616 outlines various fees and charges related to Township services and permits. Revisions will be required for the water rate structure and other fees and charges related to water meters.
- The Bylaw Notice Enforcement Bylaw 2008 No. 4703 contains information on bylaw enforcement and charges for bylaw violations. Revisions will be required for bylaw violations related to water meters.
- Policy 03-823 Non-Metered Utility Bills provides that non-metered properties are to be included in the annual Property Tax Statement. This policy will need to be repealed by Council to facilitate required changes to the utility billing structure.

Interdivisional Implications:

Multiple divisions within the Township will be involved with the implementation of a volunteer water meter program including Corporate Administration, Engineering, Finance, Information Technology (IT), Permits, Licenses, and Inspections (PLI), and Public Works.

The Corporate Administration Division will be required to manage the public consultation and communications before, during, and after the program initiates using their technology, tools, and platforms.

The Engineering Division will be required to ensure water meters are incorporated into development and design applications, projects, and accept applications for the volunteer water metering program.

The Finance Division will be required to coordinate the issuance of additional water bills to property owners following each reading period and provide annual water rate adjustments for council consideration based on budgeting requirements.

The IT Division will be required to maintain the water metering reading and billing software and the website portal to ensure metering information and updates are uninterrupted and available to property owners.

The PLI Division will be required to ensure that applications made for new residential water or sewer service connections follow revised Bylaws and Policies for the metering of residential properties.

The Public Works Division will be required to implement and manage the volunteer water metering program. This includes the installation and maintenance of meters and associated infrastructure, scheduling, reading, and reviewing all meter readings in preparation for billing, investigating, and responding to customer applications, complaints, and other inquiries.

Financial Implications:

The implementation of a volunteer metering program within the Township will require significant capital investments associated with the purchase and installation of meters and associated parts and materials. Additionally, increased staff, equipment, and vehicles would be required to complete more frequent reading and billing schedules, as well as the ongoing maintenance and replacement of an increasing inventory of meters.

In 2020, council approved $300,000 in capital funding to purchase an AMR drive-by system and to upgrade approximately 460 meters to be AMR compatible. There is currently $150,000 remaining in this capital budget to complete the transition of the ICI meters to AMR.

The installation of meters at properties that are considered meter ready would require the least amount of cost and effort to the Township. Many older properties may not have the ability to accept a meter without significant modifications to driveways, lawns, or onsite plumbing works. The Township may choose to install meters inside private properties to avoid costly property alterations. Additionally, many multi-family and strata properties contain combined domestic and fire water systems. These systems typically require a specialized and costly meter that can accommodate full fire flow while accurately reading domestic water use.

As presented in the following table the cost to install a meter can vary greatly depending on the meter size, location, and existing infrastructure.

Table 6: Estimated Water Meter Installation Cost

Property Type/ Meter Size	**Residential 25mm**	**Residential 38-50mm**	**Multi-Family 75-100mm**	**Multi-Family[1] 150mm**
Install Cost (Meter Ready)	$500 - $1,500	$1,000 - $2,000	$3,000 - $5,000	$6,000 - $8,000
Install Cost (Not Meter Ready)	$2,500 - $3,500	$2,500 - $4,000	$4,000 - $6,000	$12,000 - $20,000

[1]Does not include fire flow rated meters

Additional costs will be incurred if the existing meter box or other components require repair or replacement for meter ready properties. Staff estimate that a volunteer water meter program could be implemented with an initial capital budget detailed in Table 7 below.

Table 7: Capital Budget Requirements

Department	**Item**	**Capital Budget**
Information Technology	Tempest Software Upgrades (2024)	$60,000
	Electronic Billing Module (2024)	$30,000
Utilities Operations	Metering Vehicle (2024)	$80,000
	Additional AMR System (2024)	$40,000
	Meter Purchases and Installations (2025)	$750,000
Total Capital Budget Required		$1,250,000

Additional capital funding will be required in subsequent years for meter purchases and installations as the program expands.

The current annual operating budget for the installation, reading, and maintenance of meters consists of $160,000 in Water and $15,000 in Sewer. Approximately $100,000 of this available budget is designated for wages and equipment annually.

To expand the water metering program beyond the current capacity, three (3) additional staff will be required in Township departments associated with meter reading and billing. Finance will require a new Clerk III position in the Revenue Department to process the additional utility bills, collection of associated fees, and adjustments to accounts related to the transition to metered billing. Public works will require two (2) additional staff in the Utilities Department, one (1) Engineering Technologist II to assist with managing the water metering program, and one (1) Utilities Maintenance Worker (UMW) responsible for the installation and maintenance of meters.

The following table shows the estimated water operating base budget increase required to implement a volunteer residential metering program in 2025.

Table 8: Estimated Operating Base Budget Increase

Department	Title	Wages	Vehicle and Equipment	Total
Finance	Clerk III	$81,000	-	$81,000
Utilities	UMW	$92,000	$10,000	$102,000
Utilities	Eng. Tech. II	$121,000	-	$121,000
Total:		**$294,000**	**$10,000**	**$304,000**

To ensure the new positions are in place to support the volunteer metering program in the first quarter of 2025, staff recommend the positions listed above are pre-approved to facilitate the hiring process in late 2024 with an early 2025 start date. Operating budget increases in subsequent years will be determined once the growth of the metering system is realized.

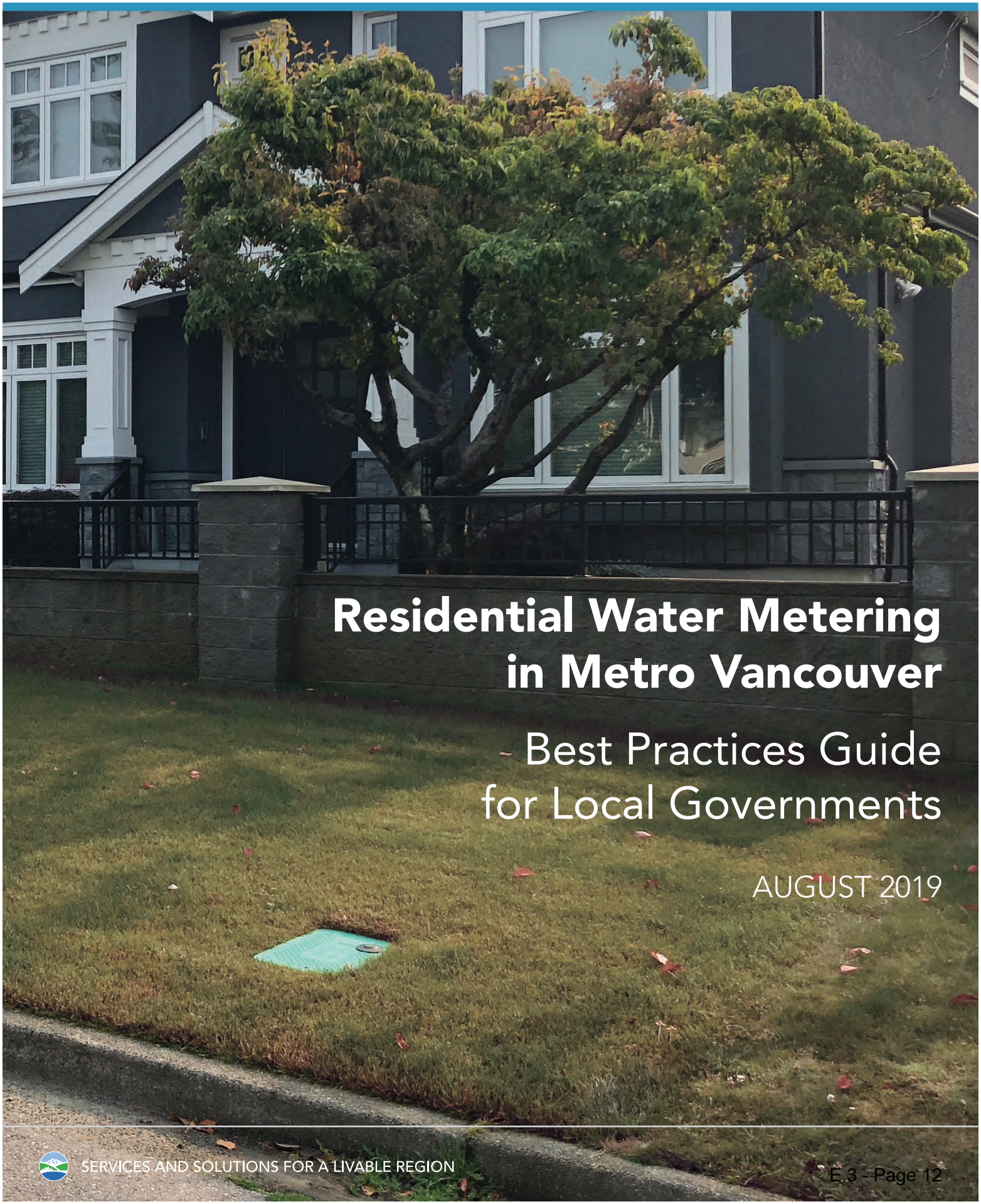
Respectfully submitted,

Dave Jarvis
MANAGER, UTILITIES OPERATIONS
for
PUBLIC WORKS

This report has been prepared in consultation with the following listed departments.

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ATTACHMENT A 2019 Metro Vancouver Best Practices Guide for Local Governments for Residential Water Metering



Residential Water Metering in Metro Vancouver

Best Practices Guide for Local Governments

AUGUST 2019

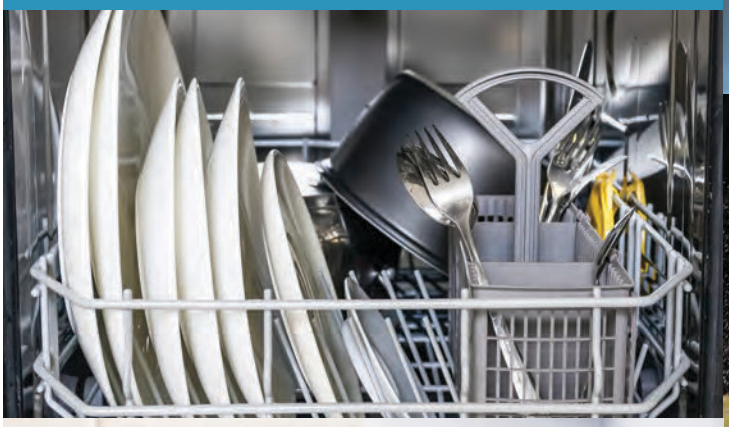
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WATER CONSERVATION





DETECT LEAKS











EQUITABLE BILLING







PLAN AND MANAGE WATER SYSTEM

1. Water Metering as a Best Management Practice

Water Metering in Metro Vancouver

Metro Vancouver meters all water delivered to local governments and bills each local government for the amount of water consumed. Local governments are responsible for decision making on water metering of residences and businesses.

Generally, all industrial, commercial, and institutional water users are fully metered in Metro Vancouver. The approach to metering multi-family buildings and single-family homes varies greatly across the region. Some local governments have implemented metering for all homes, while homes in other local governments are unmetered.

Metro Vancouver supports water metering as a best management practice and encourages local governments in the region to move towards universal metering.

Implementation of residential water metering programs over an accelerated timeline by all local governments will yield the highest benefits to the region. However, Metro Vancouver recognizes the need of local governments to determine an approach to water metering that best meets their own objectives and requirements.

Associations Supporting Water Metering

Water metering is recognized as a best practice by the BC Water and Waste Association, the Federation of Canadian Municipalities, the American Water Works Association, and the Canadian Water and Wastewater Association. Residential water metering contributes to achieving water conservation goals, improves billing equity, helps with leak detection and reduction, and helps with planning and managing of water systems.

> "A water meter is a device used to measure the precise volume of water consumed at a particular location, such as a single-family home, a multi-family building or a business facility. Water meters provide vital information to utility managers about water consumption, water loss and system efficiency."– BC Water and Waste Association (2012)

> "Metering how much water we draw, treat, distribute, and consume is now widely recognized in North America and around the world as a best management practice." – Federation of Canadian Municipalities (2003)

> "The American Water Works Association (AWWA) recommends that every water utility accurately meter all water taken into its system and all water distributed from its system at its customers' points of service. Meters should be read at sufficiently frequent intervals appropriate to support the utility's understanding of volume of production, rate structures and to provide accurate bills and feedback to its customers." – American Water Works Association (2014)

2. Introduction

Purpose of the Guide

This guide presents key considerations for local governments in Metro Vancouver interested in residential water metering. The decision to meter is ultimately determined by local governments and hence this guide has been developed by Metro Vancouver as a resource for local government staff to use to determine optimal water metering programs for single-family homes in their jurisdictions.

The guide has been informed by the results of a triple-bottom-line regional assessment of residential water metering conducted by Metro Vancouver, local and international case studies and other resources that outline best practices for water metering program implementation.

This guide is intended to provide local governments with the best water metering information available to support decision makers, including:

- The importance of residential water metering to local water conservation efforts
- The benefits of residential water metering to local governments and the public
- Approaches to implementing a residential water metering program
- Practical, financial, resource, and public outreach considerations for implementing a residential water metering program

NOTE: *While this guide is intended to be relevant region-wide, local variances in current water metering practices, utility operations, water use characteristics, and housing type may necessitate individual local governments to implement appropriate alternatives.*

Residential Water Metering in Action

In North America and around the world, including in Metro Vancouver, many local governments have implemented residential water metering to measure the volume of drinking water used by their residents.

Cities such as Calgary, Toronto, and New York have had varying levels of residential water metering for many decades, and in recent years have successfully transitioned to universal metering. The City of Seattle and the City of Portland have been universally metered since the 1920s.

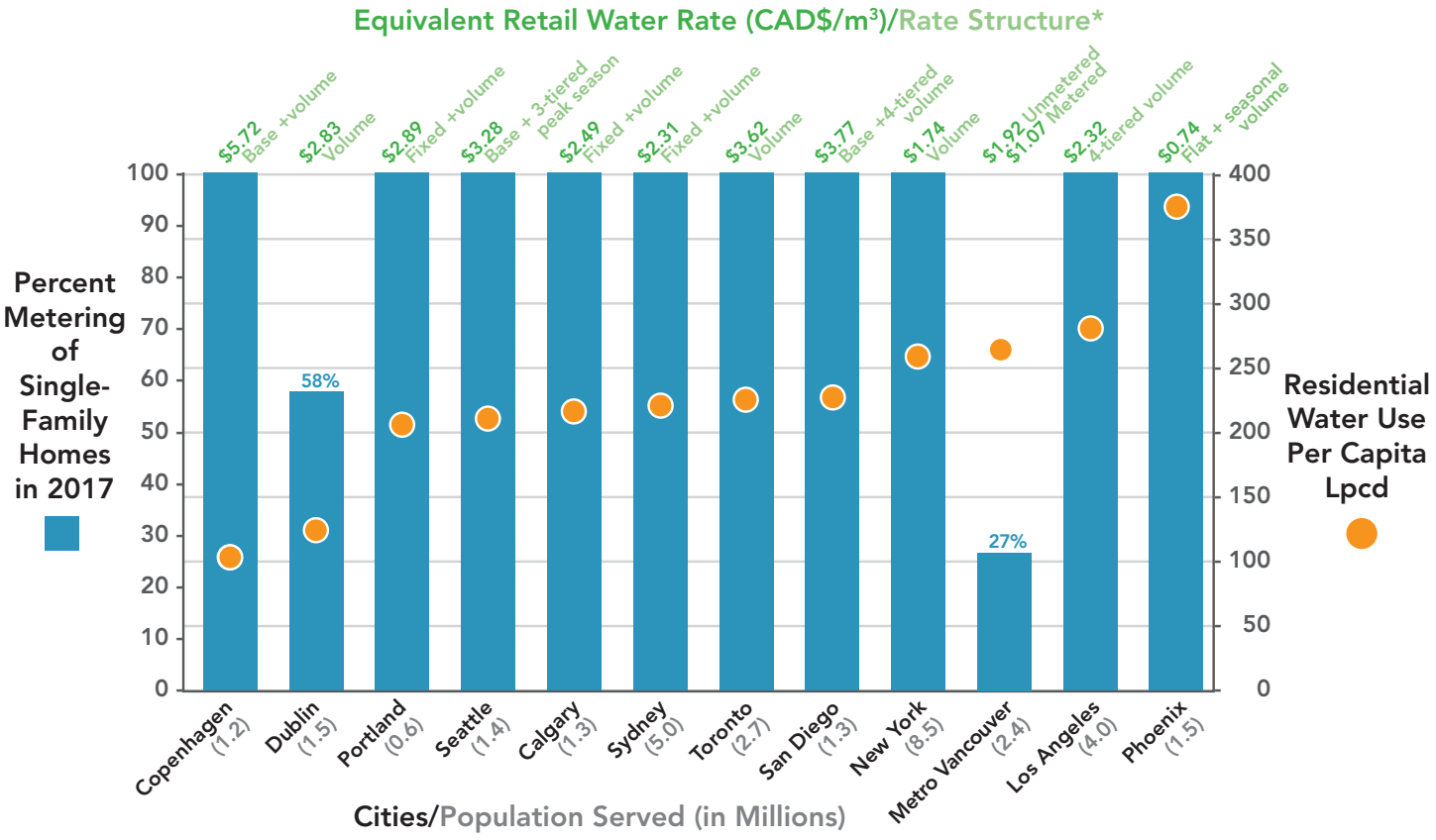
Many local governments in Metro Vancouver have residential water metering programs currently in place. This Guide profiles the City of Richmond, the City of Surrey, the City of Vancouver, the District of West Vancouver, the City of Abbotsford, the District of Mission, and other cities around the world. These programs vary in scope and concentration, and each consists of a different combination of metering program approaches.

Figure 1 shows a comparison of the level of residential single-family metering, water use per capita, and average water rates for select cities from around the world. Most of the cities compared are fully metered, although water use and average water rates vary.



Introduction

FIGURE 1: RESIDENTIAL WATER METERING AROUND THE WORLD



* For information about the different rate structures, see Section 6.

Benefits of Residential Water Metering at a Glance:

- Residential water metering helps local governments to move toward their water conservation goals.
- Residential water metering offers residents equitable billing: the more water residents use, the more they pay.
- Residential water metering provides an effective detection system for leaks and water loss, thus reducing costs for residents and local governments when these leaks are promptly repaired.
- Residential water metering enables local governments to better plan and manage their utility systems by providing data on water usage.

3. Regional Assessment of Residential Water Metering Overview

Context

Metro Vancouver and its local governments work together to supply clean, safe drinking water to more than 2.5 million residents and businesses in the Metro Vancouver region. The region is expected to grow by 35,000 people per year over the next several decades (MV, 2017) and as such, Metro Vancouver is taking steps to conserve drinking water in alignment with global water conservation efforts.

One of the goals of Metro Vancouver's Drinking Water Management Plan is to ensure the sustainable use of water resources for the growing population (MV, 2011). Metro Vancouver's 2019–2022 Board Strategic Plan includes a strategic direction to "provide guidance on implementing residential water metering in the region as a best management practice."



Purpose and Approach of the Assessment

Metro Vancouver conducted a regional assessment of residential water metering (the Regional Assessment) to evaluate the overall costs and benefits of water metering for single-family and duplex homes.

The purpose of this study was to evaluate the economic, social, and environmental aspects of water metering from a regional perspective to provide local governments with an adaptable methodology and tools to conduct their own assessment.

A triple-bottom-line evaluation assessed the impacts of water metering over a 50-year timeframe to capture multiple water meter lifecycles.



As part of this study, a water metering evaluation tool was developed for local governments to conduct localized triple-bottom-line evaluations using the same approach as the regional evaluation. Local governments can add or modify information to capture conditions specific to their local areas that may impact decision making.

The Regional Assessment investigated a variety of approaches for implementing residential water metering. These approaches are described in the next section (Study Findings).

Financial impacts were evaluated through life cycle costs of the metering programs. These impacts included meter installation, operations and maintenance costs including greenhouse gas emissions, as well as the potential to defer infrastructure upgrades through water savings.

Other considerations, that could not be translated into financial impacts, were evaluated qualitatively on a per meter basis. These considerations included several environmental impacts, billing equity, and construction impacts on residents.

Study Findings

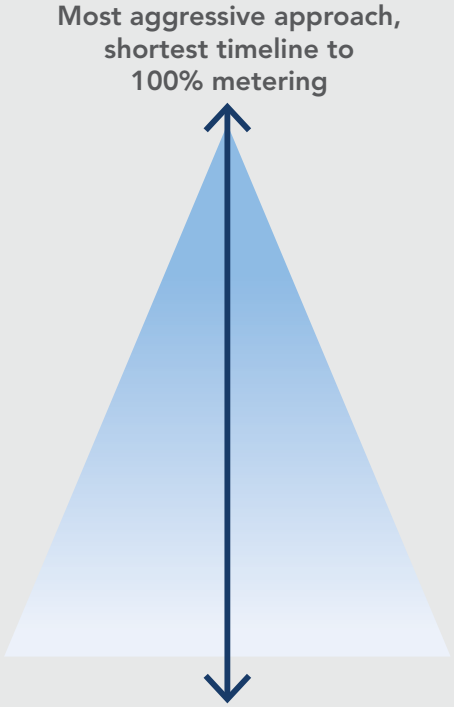
For local governments considering implementing residential water metering programs, there are a range of approaches with differing timelines and varying costs and benefits.

Results of the Regional Assessment showed that the greatest overall financial and non-financial benefits are achieved by implementing universal metering on all residential dwellings over an accelerated timeline.

While the Regional Assessment found that a 10-year approach to universal metering provides optimal benefits, it is a large investment that may require substantial up-front funding, staffing, maintenance, and commitment.

Recognizing that some local governments may prefer to take a smaller-scale or more gradual approach to residential water metering, the triple-bottom-line evaluation found that financial and non-financial benefits may also be achieved by implementing one or more of the approaches listed in Figure 2 below.

FIGURE 2: APPROACHES TO WATER METERING



Various approaches can be taken to implement water metering, ranging from the most aggressive approach of universal metering for all homes to gradually installing water meters on unmetered dwellings that:

- Have existing meter-ready connections
- Are being transferred in ownership
- Are heavy users of water
- Have secondary or laneway suites
- Are participating in a voluntary metering program
- Have repeatedly infracted water restrictions
- Are being renovated
- Are having their utilities services replaced
- Are being newly constructed

Metering Scenarios Explored

To evaluate the regional impacts of water metering, the Regional Assessment designed various metering scenarios to represent differing approaches, illustrated in Figure 3.

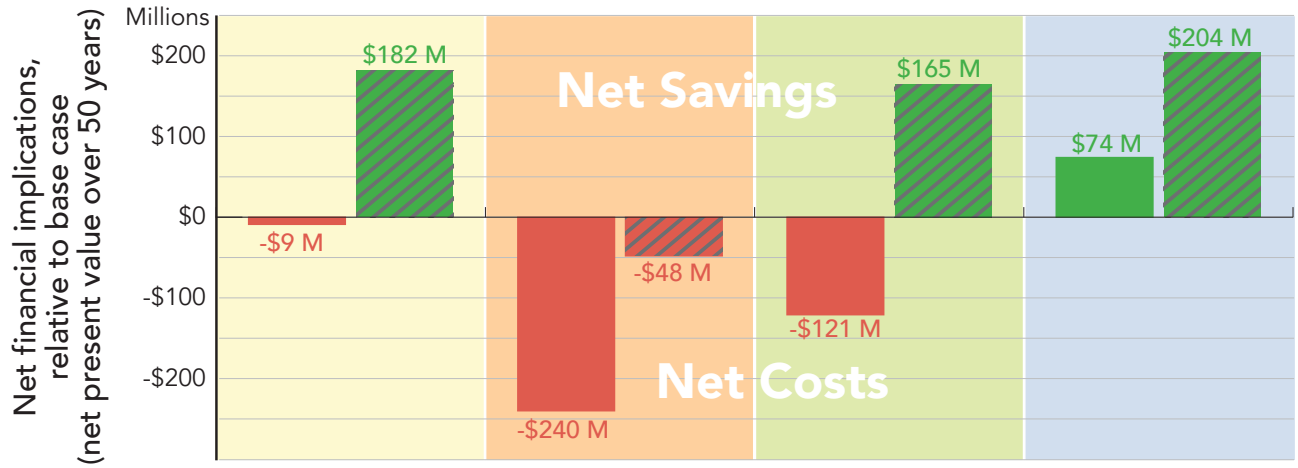
The Regional Assessment explores a range of scenarios: Low Hanging Fruit (the most gradual and low effort approach), Targeted Approach (adds metering programs targeting heavy water users and a voluntary option), Concentrated Effort (adds additional programs), and finally Full Commitment (the highest level of effort and commits to achieving universal metering in 10 years). Financial savings from water metering include the deferral of growth-based infrastructure upgrades and system operations savings, which are largely influenced by overall water use reductions. Financial costs include water meter installation costs as well as meter reading/maintenance costs, both of which vary based on each metering program and meter installation efficiencies (such as bulk meter purchases or neighbourhood-wide installations). The net financial impacts of each metering scenario are expressed as net present values over 50 years. Variations in net financial impacts between the scenarios are due to how fast meters are installed over the 50-year timeline. The metering programs within the Targeted Approach have higher reading/maintenance costs, leading to a higher net financial cost. Full Commitment achieves the greatest net financial savings due to the efficiencies and benefits from achieving universal metering at an accelerated pace.

The outcomes of the metering scenarios apply to Metro Vancouver as a whole under the evaluation assumption that the region as a whole implements residential water metering as defined in each metering scenario. These regional findings are intended to be viewed as high-level guidance on the expected costs and benefits of water metering, to be used in conjunction with localized triple-bottom-line evaluations to determine projected outcomes for their individual local governments.



FIGURE 3: SCENARIOS EXPLORED IN THE REGIONAL ASSESSMENT OF RESIDENTIAL WATER METERING

Scenarios	Low Hanging Fruit	Targeted Approach	Concentrated Effort	Full Commitment
	By 2068: • 53% of single-family homes metered • 8–11 BL in estimated annual water savings	By 2068: • 93% of single-family homes metered • 19–24 BL in estimated annual water savings	By 2068: • 100% of single-family homes metered • 19–24 BL in estimated annual water savings	By 2068: • 100% of single-family homes metered • 24–29 BL in estimated annual water savings
Metering Programs within each scenario to install meters on dwellings that:				
Have been newly constructed or renovated*	✔	✔	✔	✔
Are having their utilities services replaced	✔	✔	✔	✔
Are participating in a voluntary metering program		✔	✔	✔
Have repeatedly infracted water restrictions*		✔	✔	✔
Are heavy users of water		✔		✔
Are being transferred in ownership*			✔	✔
Have secondary or laneway suites			✔	✔
Have existing meter-ready connections			✔	✔
Are currently unmetered				✔



LEGEND

Financial implications for Metro Vancouver, local governments, and developers/home builders/homeowners

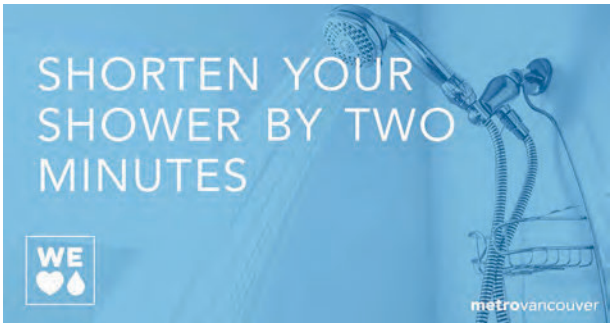
Financial implications for Metro Vancouver and local governments only

* Many cities across North America reduce local government costs by shifting the initial meter installation costs for these metering programs to developers/home builders/homeowners.

4. Metering Benefits to Local Governments

Water Conservation

Water metering initiatives in Metro Vancouver and in other areas have made significant positive impacts on water conservation efforts. Conservation success is due in part to the financial incentives that come along with water metering, as a reduction in water consumption generally results in a decrease in household water bills. Local governments have found that water meters and water conservation programs benefit one another when adopted in conjunction with one another.







The following real-world examples show the relationship between water metering and water conservation:

- The installation of water meters was coordinated with water conservation efforts to encourage and support water wise behaviour adaptations in the **City of Richmond.** Free educational materials and water conservation kits containing high efficiency fixtures were offered to residents that volunteered for water meters.
- In the **City of Surrey,** where 70% of single-family homes are metered, the purchase of water from Metro Vancouver over the last 15 years has remained constant while the population has grown by around 45%.
- While the **City of Abbotsford** is fully metered and the **District of Mission** remains largely unmetered, the two local governments participate together for their water conservation campaigns through a shared website. Abbotsford is able to better engage with residents through a free irrigation audit that shows water use differences before and after using metered data.
- In the **City of Calgary,** which implemented mandatory water metering in 2002, the water withdrawn from the Bow and Elbow Rivers measured 18% less in 2016 than it did in 2003, despite a population growth of 30%.
- **New York City,** which established drastic metering incentives in 1999, has seen a steady downward trend in water consumption since the 1990s, beginning with a 15 to 17% reduction in residential water use in the first two years after the initial round of water meter installations.



Metering Benefits to Local Governments

Detecting and Reducing Leaks

Efficient operations and management of drinking water systems rely on the accurate measurement of water use and water loss. Water meters provide essential information needed to evaluate the performance of these systems.

Many local governments use data from water metering to monitor prolonged spikes in consumption, indicating possible leaks. In the **City of Richmond,** staff report that leaks within homes can make up a significant portion of household water use, and water meters have allowed for the detection and reduction of these leaks.

Advising People About Leaks in Their Residential Water System

If a leak is detected by reviewing water metering data, local governments can efficiently convey this information to residents to prompt repairs, prevent water waste, and reduce costs to the water system.

Some local governments, such as the **District of West Vancouver** and the **City of Richmond,** provide leak detection rebates to encourage residents to fix leaks in a timely manner.







Moving Toward Better Systems Management

Without water meters, it is difficult to accurately measure water in a distribution system. Water meters provide data that can be used to make decisions related to upgrading, refining, and optimizing distribution system operations, such as for water audits, pressure management, and reservoir filling optimization. The data can also be used to identify water use patterns and spatial variations in consumption for systems planning.

In the **City of Surrey,** staff report that the implementation of water metering has helped to reveal consumption patterns in specific areas of the city to better inform the planning of capital programs.

Improving Relationships with Residents

Providing water metering data to customers allows them to see exactly how much water they are using. This empowers customers to make their own decisions on how they pay based on their water use habits, which builds trust with the customer base and reduces customer complaints to local governments.

The water metering program in the **City of Richmond** was initiated by public interest. The City received many requests for water meters from residents who asked to be billed for their water consumption in an equitable manner.

5. Metering Benefits to Residents

Equitable Billing

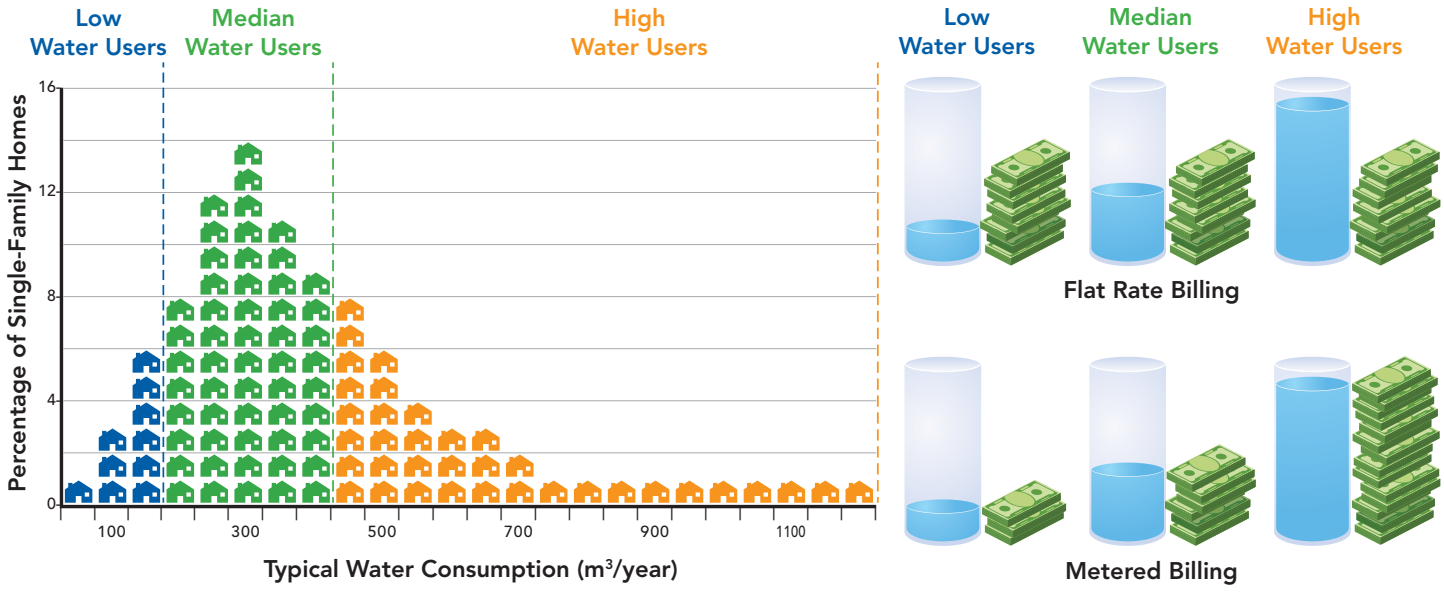
Residents with water meters are billed according to the volume of water they use, rather than a flat rate. This ensures an equitable distribution of costs that precisely reflects the amount of water consumed by each individual household.

Metro Vancouver conducted a public attitudes survey in September 2017 to gauge the perceptions and attitudes towards water metering in the region. The survey findings showed that **86% of respondents support the concept of paying for water based on usage versus a flat rate** (Mustel Group, 2017).

The results of a metering pilot study in the **District of Mission** found that 80% of homes with a meter installed, use less water than the average consumption volume that determines the District's flat rate of water billing.

Figure 4 shows the typical distribution of single-family water consumption. The water flat rate for unmetered households is typically influenced by a few high water users. This results in the majority of water users (median or low) paying more for their share of water use, since without water meters, flat rates are determined based on the average unmetered water use. All users pay the same rate regardless of use. With water meters, volumetric billing allows for users to be charged based on the volume used.

FIGURE 4: TYPICAL DISTRIBUTION OF RESIDENTIAL WATER USE



Metering Benefits to Residents

Empowering Residents to Make Their Own Decisions

When local governments provide their residents with household water use data, residents are empowered to make their own decisions about how much water to use. It has been demonstrated that this approach works in favour of regional water conservation goals and improved customer relations.

The **City of Toronto** has had success in setting up an online portal where residents with water meters can log in and view their water usage in real time. Because of the transparency that it provides to the public about water consumption, the portal has led to a decrease in disputes for high water bills (from 200 to 300 per year to 80 per year), has provided residents with a tool for informed decision making about water usage, and has helped the city to build trust with its customer base.

The **City of Abbotsford** is launching a similar web portal in 2018 for residents to access water use information online. This portal will allow customers to set alarms for leaks and monitor hourly water use.

When residents have metered water connections, they are more likely to make decisions in favour of water conservation. Environment Canada produces statistics on localized water use and pricing in Canada through the Municipal Water and Wastewater Survey of local governments across the country. Survey results since 1991 have consistently indicated that local governments with universal metering and volume-based water rates tend to have significantly lower household water use compared to local governments with no metering and flat rates or taxes (EC, 2011).



6. Considerations for Local Governments Developing a Water Metering Program

There are many factors to consider related to residential water metering programs including planning and implementation, the type of water meter and meter reading system, meter locations, the approach to measuring and monitoring, rate structures, staffing and resources, and public communications.

Planning and Implementing a Water Metering Program

DETERMINING AN APPROACH TO WATER METERING

Metro Vancouver local governments are diverse and may have different drivers and constraints for water metering. There are a number of approaches that local governments can take to implement residential water metering programs.

Some local governments decide at the outset to install meters on all residential properties within a specified time frame, thus implementing a universal metering program.

Other local governments take a more gradual approach, designing voluntary metering programs for residents and/or requiring meters to be installed during the construction of new homes and during major renovations. Local governments that choose these approaches may opt to shift to universal residential water metering after evaluating their initial metering efforts and public response.

Local conditions will inform the best approach to residential water metering for your community. Staff may choose to:

- **Investigate public support and explore approaches with residents:** The Metro Vancouver public attitudes survey offers a high level overview of public support for water meters. Additional local outreach and public involvement may provide valuable information on what approach is best for residents in your community.
- **Investigate water conservation and loss management goals:** Water meters are essential for accurate water measurement. Local government goals for conservation and water loss management are often drivers for water metering and may inform the best implementation approach.
- **Account for growth and development:** Several residential water metering programs, such as meters for newly constructed homes and meters when utilities services are replaced, have lower installation costs. Growing communities or communities with redevelopment plans should consider such opportunities to install water meters at lower costs.
- **Consider existing metering programs currently in place:** The staffing and resource requirements, water metering benefits, and public perception of existing programs may impact future decision making on water metering.



APPROACHES TO WATER METERING IN PRACTICE

Various approaches can be taken to implement water metering, ranging from the most aggressive approach of universal metering for all homes to gradually installing water meters on unmetered dwellings that:

- Have existing meter-ready connections
- Are being transferred in ownership between residents
- Are heavy users of water
- Have secondary or laneway suites
- Are participating in a voluntary metering program
- Have repeatedly infracted water restrictions
- Are being renovated
- Are having their utilities services replaced
- Are being newly constructed

In Metro Vancouver and around the world, local governments have used unique combinations of metering programs as strategies to implement residential water metering programs.

As each local government may have unique circumstances, local governments are encouraged to select an approach or combination of approaches to water metering that best aligns with their localized triple-bottom-line assessment outcomes. To read case study examples of residential water metering approaches implemented by several local governments in Metro Vancouver and other cities in North America, the United Kingdom and Australia, please see the Appendix (Case Studies).

LOCAL APPROACHES TO WATER METERING

An example of a local government that decided in the initial planning phases to implement universal water metering is the **District of West Vancouver,** where mandatory meters were installed on all unmetered homes (around 80% of all homes at the time) between 2005 and 2007. The District's reasons for choosing this approach were to ensure that all of its residents had access to equitable billing based on the volume of water they consumed.

In addition, West Vancouver determined that the bulk purchase of water meters offered competitive pricing when compared with the cost of purchasing fewer meters for a voluntary metering program.

The **City of Richmond** is an example of a local government that has taken a gradual, 15-year approach to universal residential water metering. The City started off with a voluntary water metering program in 2003 spearheaded by public interest in equitable billing. In 2005, new bylaws required water meters for all newly constructed single-family and multi-family homes and for certain renovation activities. The City achieved 70% metering of single-family homes in 2014 due to the popularity of the voluntary metering program and has now completed the path toward universal residential metering by mandating that all remaining unmetered residences become metered.

INTERNATIONAL APPROACHES TO WATER METERING

Water metering is widespread in many developed parts of the world, such as the United States, Australia, and Europe (Boyle et al., 2013, OECD, 1999). In general, single-family homes are metered in most major metropolitan areas. However, there are several countries such as the UK and Ireland, where the extent of water metering varies from one region to the next.

COMPLETING A TRIPLE-BOTTOM-LINE ASSESSMENT

To determine a metering approach that is right for their community, Metro Vancouver recommends using the water metering evaluation tool, developed as part of the *Regional Assessment of Residential Water Metering* (Urban Systems, 2019).

Local governments can use the water metering evaluation tool to understand the full costs and benefits of residential water metering programs, compare metering programs to select the most appropriate approach(es) for their jurisdictions, and generate cost estimates and water savings forecasts to support decision making.

Benefits of Universal Water Metering

- Increased savings happen more quickly
- Installing meters all at once is more efficient than a gradual approach and saves money
- Achieves comprehensive leak detection and full systems management
- In line with the utility industry best management practices

Practical Considerations

CHOOSING WATER METERS AND METER READING SYSTEMS

Selecting appropriate water meters, meter reading systems, and data management software is an important consideration that may impact the overall costs and benefits of water metering for a local government.

Water meters and reading systems have advanced over recent years. Many cities are considering an upgrade from traditional manual and touch-read systems, which require staff to collect data through handheld devices and vehicle units, to radio read and advanced metering infrastructure (AMI) systems, which electronically collect and transmit data to the utility office.

More information about the various metering technologies currently available can be found in the *Regional Assessment of Residential Water Metering* report produced by Urban Systems (2019).



INSTALLING WATER METERS

Meter installation is another important aspect to consider when designing metering programs. Within the Metro Vancouver region, the general preference has been to place water meters in outdoor pits located at property lines. This practice allows utilities staff to easily access and maintain the meters. Other options include installing the meters in local government boulevards, inside the property lines near the home, or indoors where the service lines enter the home.



The *American Water Works Association M6* (2012) manual provides detailed guidance on water meter installation, testing, and maintenance.

MEASURING AND MONITORING WATER USAGE

When deciding on the type of water meter reading system to implement, key considerations include the speed, efficiency, and cost at which the system can measure and monitor water.

In 2011 the **City of Abbotsford** transitioned to an advanced metering infrastructure (AMI) system which allows for automatic collection and transmission of meter data through remote fixed-base systems. The shift to AMI was motivated by water supply constraints and a desire to reduce overall water consumption. The AMI system has increased the efficiency of leak detection, resulting in prompt repairs that contribute to water conservation goals.

The **City of Toronto** found that implementing an AMI system significantly reduced costs. The AMI system eliminated the need for meter-reading staff (a savings of $5 million per year). The City of Toronto has also used AMI data to provide customers with near real-time water use monitoring through a web-based portal.

Financial Considerations

FINANCING OPTIONS FOR WATER METERING PROGRAMS

In Metro Vancouver, water meters are typically installed in outdoor pits located at property lines with installation costs ranging from $1,000 to $1,500 per connection. Although outdoor installations are sometimes preferred in temperate climates, many cities in North America install meters indoors due to colder climates and reduced costs of installation.

While water metering for new construction is almost always financed by homebuilders and developers, financing methods for other metering programs can vary across local governments. There are a variety of funding strategies that local governments can access to acquire the initial capital for water metering programs.

The most common of these include:

- Creating a universal metering reserve fund using annual revenues
- Charging users for upfront installation costs
- Acquiring third-party financing through private suppliers
- Accessing provincial and federal funding programs

In Metro Vancouver, gradual metering programs, such as voluntary programs, have typically been funded through annual local government water utility programs (operating funds). For example, the **City of Surrey** allocates approximately $3 million per year to fund meter and installation costs for single-family homes.

Larger-scale universal metering programs have been funded by a combination of third-party financing, government funding programs and user-pay options. The capital cost of the **District of West Vancouver's** universal metering program was borrowed from the Municipal Finance Authority of BC. The District estimates that by saving 15-20% of their water expenditures through metering, they will recover the full cost of the program in approximately 12 years.

Balancing the Books: Financial Sustainability for Canadian Water Systems (2018) is a resource published by the Canadian Water Network that can guide local governments on financial planning for water metering investments and cost recovery. This publication includes case studies from several local governments.

ESTABLISHING RATE STRUCTURES

By creating appropriate rate structures, local governments can ensure that they obtain adequate revenues and full cost recovery from water metering programs.

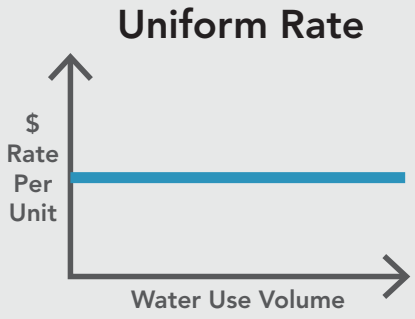
Volume-based water bills typically consist of two components: a fixed charge and a variable charge. The fixed charge is constant and helps to cover costs for services such as meter maintenance and replacement. The variable charge reflects the total volume of water the customer has consumed during the billing period, as measured by the water meter.

Local governments in Metro Vancouver use diverse approaches to determine the variable rate component of a metered customer's water bill. These approaches include:

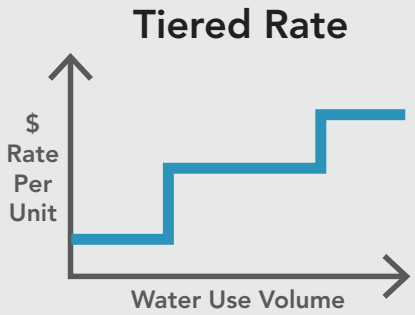
- Charging uniform rates for each unit of water consumed, as implemented by the **City of Surrey** and the **City of Richmond**
- Charging tiered rates, in which the unit rate increases depending on the level of consumption (light users are charged the lowest unit rates, moderate users are charged a somewhat higher unit rate, etc.), as implemented by the **District of West Vancouver**
- Charging seasonal rates that vary between summer and winter, as implemented by the **City of Vancouver** and the **City of North Vancouver** (Urban Systems, 2019)

Figure 5 demonstrates the differences between uniform, tiered and seasonal rates.

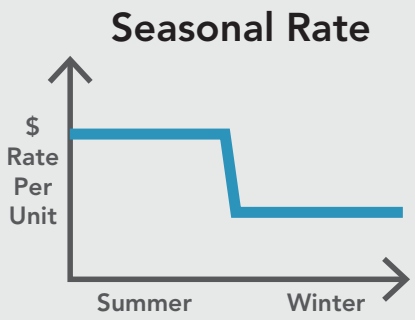
FIGURE 5: OVERVIEW OF THE APPROACHES USED TO DETERMINE THE RATE CHARGED ON A METERED SYSTEM



A uniform rate is a single cost per unit of water which remains constant on a year-round basis. The efficiency of this rate structure depends on whether it recovers the costs of water purchased by local governments.



A tiered rate structure charges a lower rate for light water use and increases the rates for water consumption over and above this initial amount. This rate structure can contain any number of tiers (two, three, four or more) and promotes water efficiency motivated by cost savings.



A seasonal rate structure varies depending on the time of year. Usually water rates increase during peak water demand season (summer) and decrease in the winter. Additional seasonal variations may also be used.

As overall water use may decrease when water metering programs are introduced, local governments will need carefully designed water rate structures to ensure full cost recovery (Urban Systems, 2019).

At the same time, in order to build customer morale and trust, local governments will often break in newly-metered households with a period of "mock billing." This allows for a financially low-risk period where customers can adjust their water use habits to suit the new rate structure (Urban Systems, 2019). In the **City of Richmond,** for example, a first-year price guarantee program allows residents to apply for credit if the first year of billing with a water meter exceeds the flat rate.

Some helpful resources for determining rate structures include:

- *Regional Assessment of Residential Water Metering,* prepared for Metro Vancouver by Urban Systems (2019)
- *Only the Pipes Should be Hidden: Best Practices for Pricing and Improving Municipal Water and Wastewater Services* by Ecofiscal Commission (2017)
- *Manual of Water Supply Practices: M1 Principles of Water Rates, Fees and Charges, 7th Edition* by American Water Works Association (2017)
- *Building Better Rates for an Uncertain World: Balancing Revenue Management, Resource Efficiency and Fiscal Sustainability* by Alliance for Water Efficiency (2014)

Resource Considerations

STAFFING

To implement a water metering program, local government staff need to plan for coordination between departments involved in planning, implementing, and maintaining water meters, including engineering, IT, billing, finance, corporate services, and development services.

Staff should establish clear dialogue between departments and solicit inter-departmental support to help build the program. It is a best practice for local governments to create detailed multi-year project plans that include staffing and resourcing needs for water metering programs.

Many local governments outsource water metering programs to third-party companies that often offer a full package of support including public outreach, advertising, water meters and installation, as well as billing and data management.

Many local governments within Metro Vancouver have transitioned from using third-party contracts to local government resources for ongoing water meter operations and maintenance, after the initial installation phase. The transfer of knowledge between third-party and local government staff is another important aspect to consider when outsourcing water metering programs.

Public Outreach Considerations

IDENTIFYING PUBLIC ATTITUDES FOR WATER METERING PROGRAMS

When developing a water metering program, it is important to assess public attitudes toward metered water. This assessment will allow local governments to anticipate potential public concerns and create effective communication campaigns to accompany meter installation efforts.

Methods for gauging public support for water metering include consultation initiatives, such as surveys, and attentiveness to unsolicited requests from residents for equitable billing, as was the case in the **City of Richmond.**

PREPARING TO COMMUNICATE EARLY AND TAILORING MESSAGES TO MEET THE NEEDS AND INTERESTS OF PUBLIC AUDIENCES

Successful water metering programs rely on well-planned public education and awareness communications that begin well in advance of water meter installations.

Local governments should ensure open communication with the public on the details of a given water metering program, with emphasis on education and awareness of water consumption and water use habits.

The successful water metering communication strategy from the **City of Richmond,** for example, publicized that residents can use available data from meters to manage the cost of their water bills. The City also paired meter installation with the distribution of educational materials on water conservation and the offer of efficient fixtures to residents.

METRO VANCOUVER PUBLIC EDUCATION AND OUTREACH SUPPORT FOR WATER METERING PROGRAMS

Metro Vancouver will support water metering programs by developing and distributing public education and outreach materials, messaging and other resources that can be used or adapted by local governments. All materials will incorporate international and localized best practices and research, and Metro Vancouver will collaborate with local governments to determine the most effective messaging and methods for promoting water metering programs.

CREATING EDUCATIONAL MATERIALS AND PROGRAMS AROUND WATER CONSERVATION

Many local governments report the mutual benefits of water metering and water conservation programs by linking educational messaging around water consumption habits, financial impacts, and water conservation efforts.

The ability to provide customers with their individual consumption data encourages more accountability and recognition of household water use behaviours and also presents an opportunity to connect customers to water conservation education and outreach programs.

To better support water use habit changes, it is recommended that educational material on water conservation and efficiency accompany water bills.

Metro Vancouver creates educational resources, water conservation messaging, and promotional artwork that can be used or adapted by local governments.



7. Key Findings from Case Studies

INTRODUCTION

The intent of the case studies is to:

- Explore real-world applications of the approaches to residential water metering studied in the Regional Assessment.
- Explore the factors that motivate local governments to implement residential water metering programs.
- Hear from local governments about the planning, practical, financial, resource, and public outreach strategies and lessons learned involved in implementing residential water metering programs in order to inform best practices and key considerations.

The case studies that follow were developed through a series of phone interviews with local government staff conducted between December 2017 and March 2019. These case studies feature examples of residential water metering programs that have been implemented throughout Metro Vancouver and the world.

THE CASE STUDIES

The first five case studies explore residential water metering in four Metro Vancouver local governments and two neighbouring local governments:

- **City of Richmond**
- **City of Surrey**
- **City of Vancouver**
- **District of West Vancouver**
- **City of Abbotsford/District of Mission**

Further case studies describe residential water metering programs in:

- **City of Calgary**
- **City of Toronto**
- **City of Seattle**
- **New York City**
- **London, England**
- **South East Queensland, Australia**



Key Findings from Case Studies

The case studies revealed several common themes:

1. **Drivers for Water Metering**

- Billing equity was the main driver for many local governments. Water meters allow local governments to bill based on water use in a fair manner and gives residents the ability to make their own decisions on how much to pay for water.
- Water meters are often viewed as an essential component of water conservation goals. Water meters provide data to monitor water use, support conservation campaigns, and provide pricing incentives to reduce consumption.

2. **Benefits of Meters**

- The ability to improve leak detection and reduction was a major benefit for local governments that have recently adopted water metering.
- Water meters empower residents by providing information on individual water use behaviour to allow household decision-making on water use impacts to bills, with the added benefit of improving communications between city and residents.

3. **Approaches to Metering**

- Some local governments choose to implement several of these approaches at once when planning and designing water metering programs, or they may decide to stagger a number of approaches over an extended time period.

4. **Public Perception**

- Local governments report overall positive public reaction to water metering programs, even though there may be a small contingent of residents resistant to meters. Well-planned communication and outreach campaigns, along with fair water rate structures, help to illustrate the benefits of meters to residents.

5. **Staffing and Resources**

- It is important to coordinate between local government departments on water metering initiatives. Local governments report that various departments such as engineering, IT, finance, and billing may be involved in water metering efforts.
- Most local governments use third-party contractors to begin larger scale metering efforts, but eventually transition to internal crews and staff for ongoing maintenance and support once programs are established or completed.

6. **Installation**

- In Metro Vancouver, local governments install meters in outdoor pits at property lines. This provides ease of access to the meters without the need to enter private properties.
- Elsewhere in North America, meters are typically installed indoors due to colder climates that require deeper pipe burial depths and lower costs of installation.

City of Richmond

WATER METERING IN RICHMOND AT A GLANCE
Estimated level of single-family metering (as of 2018): 100%
Single-family residential metering programs in place: • Voluntary (2003) • New construction (2005) • Major renovations (2005) • Watermain replacement (2005) • Mandatory metering (2014)
Main drivers for water metering: • Equitable billing and fairness • Leak reduction • Water conservation • Improved systems management

OVERVIEW OF WATER METERING

All institutional, commercial, and industrial (ICI) water users have been fully metered within the City of Richmond since the 1970s.

In 2003, a voluntary program to install water meters for single-family homes was created. Multi-family buildings were included in this program in 2010.

In 2005, new bylaws were enacted to require water meters for all newly constructed single-family and multi-family homes, as well as for single-family homes when fronting water mains are being upgraded or replaced.

These single-family metering programs enabled the City of Richmond to achieve 70% metering of all single-family homes by 2014. This prompted the decision to require mandatory meters for the remaining unmetered homes.

The City of Richmond's mandatory water metering program is expected achieved universal metering of single-family homes in 2017. Currently, around 40% of multi-family buildings are metered.



PLANNING AND DECISION MAKING FOR WATER METERS

The main driver for water meters in Richmond has been the desire for **equitable billing and fairness,** which has largely been led by public interest.

The City of Richmond received many requests from residents interested in having water meters installed in their homes. In 2003, city staff implemented a voluntary metering program to satisfy requests from residents and test the potential for future programs.

This voluntary program was very popular with residents. Public support for water meters led the adoption of other water metering programs including meters for newly constructed single-family and multi-family homes, and meters installed during water main repairs.

Around 70% of single-family homes were metered through these programs and **a decision was made in 2014 to require mandatory water meters** for the remaining 30% of single-family homes. This decision was made due to the declining participation rates in the voluntary program and the City's focus on equitable billing for all residents.

A similar voluntary program for multi-family buildings was initiated in 2010. However, multi-family meter installations are often complex and much costlier compared to single-family meter installations. The City of Richmond is currently

City of Richmond

investigating options for increasing the level of multi-family metering in the future.

PROGRAM FUNDING

Richmond's metering initiatives have been funded through the water utility program, estimated at about 2% to 4% of the total annual program budget. Staff note that the gradual implementation of water meters has helped to spread costs and ease budget concerns.

Meter installations for single-family homes under the voluntary and retrofit programs are paid for by the city, meters for newly constructed homes (single-family and multi-family) are homeowner/developer paid, and meters for multi-family buildings under the voluntary programs are partially funded by the city.

Costs for meter maintenance and replacements are covered by fixed fees on metered water rates, for all metered connections.

RATE STRUCTURES AND BILLING

Based on billing equity as the main driver, water rate structures at the City of Richmond are set up so that the average water consumption results in equivalent fees on a metered rate or a flat, unmetered rate.

The City has found that the vast majority (around 80% of single-family and 96% of multi-family) of residents saved money with metered services compared to the flat rate, due to flat rate billing based on water consumption averages being skewed by a few excessive users.

The gradual shift to water metering has led to steady changes in consumption behaviour, allowing rates to adjust smoothly without much variability in annual budgets.

Focus on Billing Incentives: Overcoming Barriers

The City of Richmond identified two potential barriers to residents signing up for voluntary metering: residents fearing the unknown because of lack of information on water use as well as the financial burden of being billed for leakage.

With this information in hand, staff developed two incentives to help overcome these potential barriers:

- A **leak rebate program** that offers a credit for the excess volume billed after an identified leak has been fixed.
- A **first-year price guarantee program** that allows residents to apply for credit that covers the difference if the first year of billing with a water meter exceeds the flat rate. This program was put in place to encourage residents develop better water use habits without fear of penalization during the adjustment process.

These initiatives encouraged residents to sign up for the voluntary program while minimizing the financial risks involved. City staff attribute a large component of the success of the voluntary program to careful planning and consideration of residents' concerns.

THE POTENTIAL FOR METER READING SYSTEMS UPGRADES

With the universal metering of single-family homes, the City of Richmond has set its sights on moving towards a full advanced metering infrastructure (AMI) system. Rather than relying on staff to collect meter readings, AMI electronically collects and transmits data from water meters to the utility office.

The motivation to switch to AMI is to **identify leaks faster** and to **speed up billing communication and response times.** Since 2014, the City has been monitoring a Fixed Base Network pilot program, in which meters are

City of Richmond

continually read through radio towers called gateways. This pilot program has revealed that around 8% of homes monitored have detectable, continuous leaks.

Faster meter read frequencies will allow the City to provide better customer service and leak detection assistance. Richmond is aiming for city-wide meter reads every 15 minutes, which will help save money for the City as well as residents.

Richmond completed an economic evaluation which concluded that water savings through leak reduction will generate enough funds to pay for a universal AMI system. Furthermore, AMI is anticipated to significantly speed up the meter reading process to improve overall systems management and allow for more accurate water balance calculations.

Fixed-base receivers will be installed in 2018 to 2019 and the remaining stock of touchpad read meters will be switched out within two to three years.

INSTALLATION OF WATER METERS

In 2003, the City of Richmond contracted Neptune Technology Group to operate the water metering programs, including advertising, public outreach, communications, voluntary program signup, meter installation, and residential meter reading.

Meter installations that were potentially difficult, such as those with landscaping complications, were performed by City staff. The original contract with Neptune expired in 2016, after the transition from the voluntary to the mandatory metering program. A decision was made to transition all meter installations to City staff due to the added potential of difficult installations for the remaining unmetered connections.

FEEDBACK FROM RESIDENTS

Throughout the metering process, a key message to residents was that residents now have control over how much money they want to save on their water bills with water consumption information now available through metering.

Public outreach for water meters was also combined with water conservation messaging. New meter installations were followed up with the distribution of free education material and efficient fixtures. The success of this water conservation campaign led to the extension of water conservation material to the remaining flat rate customers, with the idea that water conservation initiatives should target all residents.

City staff note that there was overall positive public response to water meters, as the majority of residents signed up for water meters voluntarily. Once this critical mass was achieved, potential political concerns over public disapproval of water meters were avoided and City Council decided to proceed with universal metering on the basis of equitable billing for all water users.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE CITY OF RICHMOND

- City staff note that public interest for water meters was vastly underestimated in the beginning stages of the voluntary program. Approximately 2,000 to 3,000 residents attended the first open house to advertise the voluntary metering program.
- A major revelation for city staff through the metering programs was the ability for meters to detect leakage issues, especially private side leaks. The City found that indoor leakage played a significant role in residential water use, potentially due to the historic lack of price signal to fix leaks with flat rate billing systems.
- Staff estimate that leak detection and reduction in the City of Richmond has led to savings equivalent to the costs of the metering programs. Staff also note that the leak rebate program and first year price guarantee program played an important role in ushering in long-term behaviour changes.

City of Surrey

WATER METERING IN SURREY AT A GLANCE
Estimated level of single-family metering (as of 2017): 73%
Single-family residential metering programs in place: • New construction (1999) • New service connections (1999) • Major renovations (1999) • Residents with repeat water restriction infractions (1999) • Voluntary (2002)
Main drivers for water metering: • Equitable billing and fairness • Water conservation • Improved systems management



OVERVIEW OF WATER METERING

Since the 1980s, the City of Surrey has metered most institutional, commercial, and industrial (ICI) water users and 100% ICI metering was achieved by 2000.

Surrey City Council approved a metering strategy to **improve customer billing equity** and in 1999 new bylaws were enacted to require water meters for all newly constructed homes, major renovations over $400,000, new service connections, and when property owners do not fix private side leaks.

In 2002, a voluntary metering program was introduced for all single-family and multi-family homes. Currently, all ICI connections, approximately 73% of single-family homes, and approximately 40% of multi-family buildings within the City of Surrey are metered through the existing metering programs.

PLANNING AND DECISION MAKING FOR WATER METERS

In 1999, the City of Surrey's metering strategy established a goal for eventual universal metering of all water users. The main drivers for water metering are: **equitable billing and fairness, water conservation,** and **systems management and data collection.**

The City of Surrey introduced voluntary water metering to showcase the benefits of metering while giving residents the ability to make their own decisions. The new construction and major renovation programs ensure that the number of unmetered properties decreases over time.

The City of Surrey continues to evaluate the overall impacts of water metering and determine how to reach its metering strategy goals.

PROGRAM FUNDING

The current metering programs are under a 10 year funding plan, at approximately $1.8 million per year. funded through annual budget allocations. Under the single-family voluntary metering program, meter and installation costs of approximately $1,000 per meter are fully funded by the City. For new construction homes and those underging major renovations, meter and installation costs are paid for by homeowners and developers through the building and permitting process, then installed by the City. Meters for multi-family buildings are installed on a cost-share basis between the city and the property owner.

Costs for meter maintenance, billing, testing, and replacements are covered by meter base charge fixed fees that are meter size dependent on metered water rates for all metered connections.

City of Surrey

INSTALLATION OF WATER METERS

Currently, meters for single-family homes are installed in outdoor pits located at property lines. This allows for staff to easily access and maintain the meters. Meters for multi-family buildings are mostly located indoors.

Water meter installation, maintenance, and testing is completed by third-party contractors. City staff are responsible for billing, customer support, and water meter maintenance.

Water meter installations through the City's voluntary metering program averaged between 6,000 to 7,000 installations per year from 2003 to 2005. Since then, participation has steadily declined to around 1,000 installations per year in 2015.

THE POTENTIAL FOR METER READING SYSTEMS UPGRADES

The City of Surrey is planning a two-year advanced metering infrastructure (AMI) pilot project to begin in 2018. Rather than relying on staff to collect meter readings, AMI electronically collects and transmits data from water meters to the utility office.

An AMI reading system will be installed to monitor approximately 100 homes in order to gain insights on how this technology may benefit both residents and the City. In particular, staff will investigate the potential for AMI systems to assist with leak detection, improvements to customer service, water conservation, and water use education.

FEEDBACK FROM RESIDENTS

Residents are generally supportive of current water metering programs, although City staff are aware of some residents who are opposed to metering.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE CITY OF SURREY

- Over the past 5 years, the City of Surrey's water purchase from Metro Vancouver has been constant despite population growth in the City. This indicates that the per capita consumption has been decreasing year after year.
- Water metering has helped the City better manage its water systems, understand consumption patterns in particular areas, and better plan its capital programs.
- After metering, households better understand the cost of their water use.

City of Vancouver

WATER METERING IN VANCOUVER AT A GLANCE
Estimated level of single-family metering (as of 2016): 6%
Single-family residential metering programs in place: • Large lots over 0.5 acres (1970s) • New construction, including laneway homes (2012) • Major renovations (2012) • Residents with repeat water restriction infractions (2016)
Main drivers for water metering: • Equitable billing and fairness • Water conservation • Leak reduction • Improved systems management



OVERVIEW OF WATER METERING

Since the 1970s, the City of Vancouver has metered all institutional, commercial, and industrial (ICI) water users, all multi-family buildings, and single-family homes with lot sizes larger than 0.5 acres.

In 2012, a new bylaw was enacted to require water meters for all newly constructed homes and homes undergoing major renovations, including new laneway homes.

As part of the City's leak reduction program, water meters may be installed when residents fail to repair detected leaks.

Currently, all ICI connections, multi-family buildings, and approximately 6% of single-family/duplex homes within the City of Vancouver are metered through the existing metering programs.

PLANNING AND DECISION MAKING FOR WATER METERS

The Greenest City Action Plan was approved by Vancouver City Council in 2011 and included a goal to **reduce water consumption per capita by 33%** in 2020 when compared with 2006 levels.

This **water conservation** goal was the main driver for investigating additional water metering as a bold step towards water use reduction. Other drivers include **leak reduction** and **systems management.** In recent years, **customer equity and fairness** has emerged as another strong driver for water metering of residential properties.

High level business cases for various approaches to water metering were put forward to Council, along with other initiatives to reduce water consumption. In 2012 Council decided to take a gradual approach to water metering, with the **eventual goal of establishing universal metering** in the City.

Since 2012, water meters have been installed on all newly constructed homes and those undergoing major renovations, including new laneway homes. A parallel initiative was created around the same time to meter all city accounts, including community centres, fire halls, and parks facilities.

A current water meter pilot program is helping the City determine the impacts of water meters on water consumption and provide leakage estimates. This pilot program will inform decision making on how to proceed with the City's goal of universal metering.

PROGRAM FUNDING

Under current metering programs, meter and installation costs are paid for by homeowners and developers through the building and permitting process. Costs for meter maintenance and replacements are covered by fixed fees on metered water rates, for all metered connections.

City of Vancouver

RATE STRUCTURES AND BILLING

When determining water rate increases, the City of Vancouver applies the same changes to both flat and volumetric rates. In 2012, the City began charging metered customers **seasonal rates** to reflect the seasonal changes to Greater Vancouver Water District (GVWD) bulk water rates. Unmetered, flat rate customers are currently not affected by seasonal rate changes.

INSTALLATION OF WATER METERS

Through new construction and major renovations, the City currently installs around 1,000 new meters per year on single-family/duplex homes. Currently, meters are installed outdoors at property lines. Water meter installation work is currently completed by city staff, who are also responsible for billing and customer support.

The City has established meter installation standards to balance impacts to service, safety, and costs.

THE POTENTIAL FOR METER READING SYSTEMS UPGRADES

The City of Vancouver's ultimate goal is to achieve universal metering and as such, a decision was made in 2012 to make the existing metered system "smart-ready" for a future fixed-base reading system. Currently, all water meters (ICI and residential) are radio-read with drive-by collection with a range of two to three kilometres.

FEEDBACK FROM RESIDENTS

Public feedback received to date has been generally supportive of water metering programs.

In recent years, there has been an increase in public interest for retrofit water meters on existing homes from residents with a desire for billing equity and cost savings.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE CITY OF VANCOUVER

- The current pilot program has encountered some difficult retrofit meter installations due to mature trees and lot limitations, which has affected installation costs in some instances. If the City were to consider retrofit programs in the future, indoor meters may be investigated as an alternative option in instances when outdoor installations are too costly.
- Although many brands of water meters are marketed as compatible with various reading systems, the City has encountered some growing pains when changing meter suppliers.
    - Hardware and installation modifications are typically required for each brand of water meter, and the resources required should be taken into account when establishing meter standards.

District of West Vancouver

WATER METERING IN WEST VANCOUVER AT A GLANCE
Level of single-family metering: 100%
Single-family residential metering programs in place: • Universal mandatory metering since 2007 • New construction (1999)
Main drivers for water metering: • Water conservation • Long-term financial and environmental investment in the local water supply • Equitable billing and fairness



OVERVIEW OF WATER METERING

Since the 1980s, the District of West Vancouver has metered all institutional, commercial, and industrial (ICI) water uses and all multi-family buildings.

In 1999, a new bylaw was enacted to require water meters for all newly constructed single-family homes.

In 2005, the District implemented **mandatory residential water metering** of all remaining unmetered homes and achieved universal metering in 2007.

PLANNING AND DECISION MAKING FOR WATER METERS

One of the main drivers of water metering in West Vancouver was to improve the **public perception of West Vancouver's residential water use.** This decision arose from media attention given to the high per capita consumption rates of West Vancouver residents.

An additional driver of water metering was to make a **long-term investment** in the local water supply. The District has made a decision to invest in improving, maintaining and conserving their own Eagle Lake water source while decreasing their reliance on water supplied by Metro Vancouver. By initiating this shift, the District's intent was to control cost increases and improve system resiliency.

Metering was a key component of West Vancouver's water **conservation strategy.** The strategy took a holistic approach to conservation by introducing a metering rate structure that encourages customers to save water. The District has also complemented its metering program with water conservation education, outreach, and incentives.

The District decided to implement a universal metering program from the start. The universal program ensured **billing equity and fairness** for customers and allowed the city to access a competitive bulk rate when purchasing meters.

PROGRAM FUNDING

The capital cost of the universal metering program was borrowed through the Municipal Finance Authority of BC (MFABC). A key financial aim of the program is to save **15 to 20% in water expenditures** to recoup the cost of universal metering.

The District determined that full remuneration for the program could be achieved in 12 years. Since the meters have a lifecycle of 15 years, West Vancouver has projected that the program will pay itself back three years ahead of schedule.

The cost of meter installation was funded by customers. These costs were not absorbed into the water utility charge, but appear as a separate charge on the utility bill. As meters had already been installed in some newer homes and on a trial basis since the 1990s, the District ensured that these already-metered residents were not billed for new meter installations through the general water utility.

District of West Vancouver

The charge is billed as a "meter fee" and has been amortized over 15 years at the same rate as the District's MFABC loan. Most residents opted to pay the lump sum charge upfront. Separating the meter fee from the ongoing water utility charge was very beneficial in getting buy-in from customers.

RATE STRUCTURES AND BILLING

West Vancouver's water rate structure was designed to help achieve its 15 to 20% water use reduction target.

The District initially used a **three-block inclining structure** for single-family homes. This is a tiered rate structure in which the unit rate increases depending on the level of consumption. The sewer utility rate is tied to winter water use (reflective of indoor water use) to further encourage conservation.

The rates were reviewed in 2017 and a new **four-block rate structure** was introduced in 2018. The first block was split into two separate rate structures to motivate customers to use less water. With this new rate structure, households who use minimal water are rewarded by staying at the same rate, and second-block customers have a financial incentive to get back to the first block.

To address the issue of leaks, the bylaw included a section that stipulates that if a leak is found that the owner was aware of and they had a timely response to fix it, the District would provide "leak adjustments," or a relief on the water bill.

INSTALLATION OF WATER METERS

The District developed the following protocol for water meter installation:

- The first preference was to install the meter in an outdoor pit, at property line.
- The second preference was to install it in the municipal boulevard.
- The third preference was install it inside the property but still outside.
- The fourth preference was an indoor installation, paired with close monitoring of the meter to see if a movement to the outdoors was possible.

This protocol enabled the District to achieve its goal of universal metering, despite site constraints.

FEEDBACK FROM RESIDENTS

The District has found that delivering public messaging on equitable billing and fairness is more effective than highlighting cost savings as a benefit of water metering.

Some residents have provided the feedback that they thought they were going to save money with the implementation of universal metering, but their bills have increased. The District has responded by noting that while water bills are indeed on the rise, they are rising at a slower rate than they would if the meters had not been installed.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE DISTRICT OF WEST VANCOUVER

- The metering program identified significant water wastage and leaking on the private side service connections. Most of the leaks were due to older service connection and old or faulty irrigation systems. Leak detection was a major benefit of universal metering.
- Considerable resources and efforts are needed to implement a universal water metering program, including meter reading, billing, and operational systems.
- The program required an adjustment to internal staff resources, including a balance between finance capabilities and engineering data collection needs.
- There were construction impacts and issues because of the high visibility and intrusive nature of the installation. The District was well prepared with good public relations and messaging to respond to and manage concerns.

City of Abbotsford and District of Mission

WATER METERING IN ABBOTSFORD AND MISSION AT A GLANCE	
Abbotsford	**Mission**
Estimated level of single-family metering (as of 2016): 100%	Estimated level of single-family metering (as of 2016): 13%
Single-family residential metering programs in place: • Universal metering since 1995	Single-family residential metering programs in place: • New construction • Pilot program for single-family metering
Main drivers for water metering: • Systems management • Equitable billing • Leak reduction • Water conservation	Main drivers for water metering: • Systems management • Equitable billing • Leak reduction • Water conservation



OVERVIEW OF WATER METERING

The City of Abbotsford has been **universally metered since 1995**, when the District of Matsqui and the District of Abbotsford amalgamated to form the City of Abbotsford. After amalgamation, a decision was made to install water meters on all unmetered dwellings to consolidate water services operations within the newly formed city.

In contrast, the District of Mission is **partially metered.** In 2009, the District required water meter installation on all newly-constructed single-family homes, resulting in a current estimate of 13% metering in single-family dwellings. Additionally, there was a period in the 1970's when development included the installation of meters. However, these meters were never used for billing purposes. In 2015, these meters were replaced and used in the development of a **pilot study** to investigate the potential water savings that could be achieved with universal metering for single-family homes. The results of the study will inform Council on how to proceed with water metering within the District.

PLANNING AND DECISION MAKING FOR WATER METERS

The City of Abbotsford and the District of Mission share a **regional system for water and sewer services,** with a combined service population of approximately 160,000 residents. Abbotsford, as the larger local government body, is responsible for regional water supply operations, with financial contributions from Mission.

Abbotsford and Mission are collectively responsible for regional water and sewer decision making through the Abbotsford/Mission Water and Sewer Commission. Localized water issues, such as water metering, are decided upon individually by each local government.

In 2006 and 2007, peak water demands in the Abbotsford/Mission area approached supply capacity and several options were considered by the Commission to improve water security more intensive water conservation efforts were initiated in 2008, such as two days a week, morning only lawn watering regulations. Mission decided not to proceed with funding new water supplies and Abbotsford declared a referendum to decide the feasibility of a public-private partnership (P3) project.

City of Abbotsford and District of Mission

The Abbotsford referendum in 2011 for supply infrastructure spending was overturned, dissolving plans to build a new supply and treatment facility at Stave Lake. In the meantime, major water conservation efforts were also underway.

Automatic Metering Infrastructure (AMI) was installed on all meters in Abbotsford in an effort to reduce peak water use, improve customer service, and increase billing frequency. **The focus on water conservation led to noticeable decreases in water use,** which has improved water supply in the region.

As the region continues to grow and plan for the future, the sustained focus on water conservation has successfully maintained a decrease in water use, allowing for flexibility in the exploration of further water supply options.

City of Abbotsford – A Case Study in Advanced Metering Infrastructure (AMI)

IMPLEMENTING METER READING SYSTEMS UPGRADES IN THE CITY OF ABBOTSFORD

In 2011 the City of Abbotsford **transitioned their metered accounts to an AMI system** for reading and billing. Rather than relying on staff to collect meter readings, AMI electronically collects and transmits data from water meters to the utility office. This shift to AMI was motivated by water supply constraints and a desire to reduce overall water consumption.

Prior to the implementation of the AMI system, water metering data was read manually and water bills issued annually as a component of the homeowner's annual tax bill. AMI allowed for a unified meter reading system, eliminated time consuming and labour intensive manual reads, and enabled automatic monthly reads and bi-monthly bills to encourage water conservation.

AMI has also improved customer service and leak detection. City staff estimate that 3,000 to 6,000 leak notification postcards per year are sent to residences when leaks are detected.

FINANCING AND IMPLEMENTING AN AMI SYSTEM

The AMI system upgrades and software were funded through a combination of grant funding and City operating funds. Itron, a third-party contractor, was hired to install all related AMI hardware, set up software, and ensure integration with City operations.

Various departments within the City were heavily involved in the transition to AMI, including engineering, operations, IT, billing, and finance teams.

DEMONSTRATED BENEFITS OF AMI

Abbotsford staff noted that two of the greatest benefits of transitioning to an AMI system are **leak detection** and the **enhancement of customer service.**

Through the leak detection program, there has been a significant amount of water saved. Although the City was universally metered prior to AMI, reading and billing occurred annually, which made it difficult to detect leaks and report to customers in a timely manner.

With monthly AMI meter reads and bi-monthly billing cycles, the City is now able to detect increases in water use, indicating leaks, and notify customers accordingly. In addition to reducing water loss, this process encourages **public trust in a fair billing system** and improves customer service.

DEVELOPING A WEB PORTAL FOR RESIDENTS

The City of Abbotsford is continuously working to educate residents on water conservation and efficiency. To complement existing water conservation and leak detection efforts, the WaterWise web portal was launched in March 2018 so that residents can access water use information online.

This web portal allows users to set alarms for leaks and monitor hourly water use. The objective of the portal is to enhance the overall customer experience and further educate users.

FEEDBACK FROM RESIDENTS ON AMI AND RATE STRUCTURES

City staff note that the timing of the AMI upgrades collided with peak summer water use and water supply upgrades, in addition to the failure of the water supply infrastructure spending referendum and the local government elections in 2011. This timing, coupled with a general lack of public awareness of water metering, led to some initial public outcry over the new AMI system.

A new inclining tiered billing rate structure was initially implemented as AMI was launched. However, City Council reversed the decision after the first summer of using this rate structure due to customer complaints.

KEY REFLECTIONS ON AMI IN THE CITY OF ABBOTSFORD

- There are practical, public outreach, and billing considerations involved when transitioning to an AMI system:
  - Although suppliers and third-party contractors may advertise AMI installations as "plug and play," the transition requires considerable efforts and resources from City staff departments. **Effective communication between teams** and detailed knowledge transfer between contractors and City staff are integral to the success of AMI.
  - Although public education campaigns about the new AMI system were launched in advance of billing changes, City staff reflect that a more **gradual transition to AMI** may have lessened public concerns.
  - City staff recommend **gradual changes to billing structure,** to ease the transition to separate bi-monthly water bills from annual tax bills.

District of Mission: A Case Study in Developing a Water Metering Pilot Study

BACKGROUND

As the District continues to investigate future supply planning, **water conservation** has been identified as an effective means of reducing demand. Water conservation is an attractive strategy because it costs less than developing additional water supply infrastructure.

Under Mission's, new construction metering program, all single-family homes built since 2009 are metered and pay a volumetric rate for water usage, currently making up around 13% of single-family homes in the District. Water metering options for the remaining unmetered homes are being explored as a means of conserving water and **improving billing equity** amongst customers.

Staff have been conducting a pilot study to gather information on the costs and benefits of water metering and available metering options. The pilot study is based on monthly 'drive-by' readings that provide monthly water usage information by customer. If further investigation is required for a specific customer, Mission staff are able obtain hourly meter data for a one month period, but directly connecting to a meter. The results of the pilot study will inform District Council on **how best to proceed with water metering** in Mission.

SCOPE AND RATE STRUCTURES

The main purpose of the pilot study is to determine the potential water savings that can be achieved through universal water metering.

The pilot study, consisting of approximately 500 meters, began in 2015 with 500 single-family homes that had water meters installed. The selected homes continued to be billed a flat rate regardless of their water use. During the initial years of the study, water use information was not provided to residents, thus establishing a blind assessment of unmetered water consumption behaviour.

City of Abbotsford and District of Mission

In late 2017, Council made the decision to transition pilot study participants to a metered water rate structure with water use and corresponding billing information provided to residents.

RESULTS OF THE PILOT STUDY SO FAR

The pilot study has now gathered three years of data that represent unmetered water use behaviour in single-family homes.

This current data set reveals that **over 80% of the selected homes are using less water than the average consumption that determines the District's flat rate for water billing.** These results indicate that the majority of these pilot study homes would see financial savings once they transition to volumetric water billing. Furthermore, this demonstrates that the majority of flat rate customers are subsidizing the small percentage of high water users.

The ongoing pilot will now inform residents on their water use through an educational campaign. Pilot meter customers currently pay an annual flat rate, but will be transitioned to a volumetric rate in 2019 (with customers given the option to switch sooner if desired). After the transition to volumetric billing, staff will continue to monitor the pilot study data to establish a comparative data set of metered water use behaviours. Additional staff resources have been allocated to the monthly review of water usage trends in order to identify and rectify leakage issues.

Another notable finding from the pilot meter study was the scale of water leakage that was identified. In one case, an in-ground, service line leak increase to a rate of 77 m^3 per day. This highlighted two important aspects:

- Large leaks on the service line can go undetected if situated in porous ground conditions; and
- Metering at the property line is necessary to identify service line leaks (some municipalities install meters in-house to reduce cost).

The before and after comparison of the impacts of water metering on water use will inform a business case and action plan on water metering in Mission.

FUTURE DECISION MAKING ON WATER METERING IN THE DISTRICT OF MISSION

Mission staff are planning to review the pilot results with Council through a workshop to discuss the costs and benefits of water metering and the various implementation options available.

City of Calgary

WATER METERING IN CALGARY AT A GLANCE
Level of single-family metering: 98-99%
Single-family residential metering programs in place: • Universal mandatory metering since 2008
Main drivers for water metering: • Water conservation • Equitable billing

OVERVIEW OF WATER METERING

All industrial and commercial buildings are metered in the City of Calgary and 98-99% of residential households have water meters installed.

The City of Calgary held a plebiscite in 1989 to assess public interest in residential water metering to **conserve water** and **introduce equitable billing.** Based on the outcome of this plebiscite, the City implemented a voluntary residential water metering program in 1991.

In 2002, a new bylaw required all newly constructed buildings to install water meters. The City of Calgary made the decision to implement a mandatory residential water metering program in 2008, with 2015 as a target for meters to be installed on all households.

PROGRAM FUNDING

All initial costs for water meters and installation are funded by the City through water utility rates. These costs are then integrated into water utility bills.

RATE STRUCTURES AND BILLING

Residents with water meters installed, which constitute the majority of the City's water utility customer base, receive bills containing both a flat-rate water service charge and a variable charge that reflects their water usage.



Rates for unmetered customers (1 to 2% of residents) are determined based on the square footage of their dwellings. Unmetered customers are subject to a minimum charge and typically have higher bills than metered customers.

The City completes a cost-of-service study every four years to determine the billing rate for both metered and unmetered water users.

INSTALLATION OF WATER METERS

In Calgary, water meters are installed in basements where service lines enter the home.

THE POTENTIAL FOR METER READING SYSTEMS UPGRADES

The City of Calgary currently uses an automatic meter reading (AMR) system. Meters are read with handheld AMR device reads. The City is currently exploring an advanced metering infrastructure (AMI) program, with the possibility of initiating the transition to AMI within the next year.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE CITY OF CALGARY

- Residential water metering has contributed to the conservation of the local water supply. In 2016, **annual water withdrawn from the Bow and Elbow Rivers was 18% less than the 2003 benchmark**, despite a population growth of 30% since 2003.

City of Toronto

WATER METERING IN TORONTO AT A GLANCE
Level of single-family metering: Nearly 100%
Single-family residential metering programs in place: • Universal advanced metering infrastructure (AMI) water metering program
Main drivers for water metering: • Consistency across amalgamated areas • Equitable billing • Systems efficiency

OVERVIEW OF WATER METERING

In 1998, six boroughs amalgamated to form the City of Toronto. Metering policies and technologies used to differ between the boroughs and after amalgamation there was a desire to centralize and simplify the mix of billing and metering systems to **ensure customer equity** and **system efficiency.** In response, Toronto Water was created to manage the water supply of the newly joined region.

Water meters were installed in the 1920s to 1940s in the five outer boroughs. However, about 15% of single-family homes in the old City of Toronto did not have water meters at the time of amalgamation.

After amalgamation, a business case for universal water metering in Toronto was completed from 2002 to 2003. The Water Meter Program, a capital project to install advanced metering infrastructure (AMI) water meters on all homes and businesses in the City of Toronto, was approved by City Council in 2008. The implementation of this program took place between 2010 and 2016.

In 2016, the City of Toronto launched the MyWaterToronto online portal for residential customers. The portal allows customers to log in and view their daily water usage.

PLANNING AND DECISION MAKING FOR WATER METERS

Amalgamation in 1998 resulted in an inconsistent mixture of billing systems and water meter reading technologies in the City of Toronto. As a result, water billing varied depending on where each resident lived in the city.



After amalgamation, some residents paid a flat rate for water, whereas others were metered. Many older meters were under registering. Some residents were allowed to phone in their water meter reading, while other meters were manually read.

As water meters are located indoors in the City of Toronto, staff visited each individual dwelling to read the meters. If residents were not home, bills were subject to estimates that were often proven to be inaccurate once the actual readings were taken.

The City of Toronto decided to pursue a universal metering program with advanced metering infrastructure (AMI) to unify metering practices in the region, address billing issues and improve customer service, eliminate meters that gave inaccurate reads, and increase system efficiency.

PROGRAM FUNDING

Water meter replacement costs and installation, as well as the installation of meters for unmetered homes, were paid for by the City as part of the universal AMI water metering capital program. The budget for this program was 200 million dollars.

The savings from eliminating manual reading systems was five million dollars per year. Improving the efficiency and accuracy of meters resulted in a revenue recovery of 28 million dollars per year. I**n total, universal AMI metering resulted in a savings of 33 million dollars per year, recovered across five to six years.**

City of Toronto

RATE STRUCTURES AND BILLING

The City's water rates factor in operating and capital costs, as well as water meter acquisition and installation. Toronto Water requested from City Council a 9% increase in water rates for a duration of nine years in order to financially support the implementation the AMI water metering program.

Rather than split water billing into a fixed charge and a variable charge, the City integrates all of its water operations and maintenance costs into one variable rate.

INSTALLATION OF WATER METERS

In the City of Toronto, meters are installed indoors because of the cold climate. From 2010 to 2016, water meter upgrades and installations were completed in each of Toronto's 44 wards.

At the onset of program implementation, the City installed AMI water meters one ward at a time. Once staff became comfortable with the meter installation process, they began to work within seven wards simultaneously.

FEEDBACK FROM RESIDENTS

The City of Toronto launched a comprehensive public education and communication program prior to the water meter installations. City staff note that proactively offering information to residents about the installation expectations and offering a rationale for the project was helpful in increasing public support.

Some residents resisted the new program because of concerns about the health impacts of AMI transmitters. In response to these concerns, the City worked with health officials to promote the safety of the meters. In-field testing was conducted on AMI meters, and results were shared with the public.

The public reaction to the MyWaterToronto online portal was very positive, as this system initiated a customer service interaction that wasn't in place previously.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE CITY OF TORONTO

- Prior to the implementation of universal water metering, the City was charging a flat rate for unmetered customers based on an estimate of 300 cubic metres of water per year. Once meters were installed in these dwellings, **the average bill dropped by approximately 15%.**
- Many residents who contacted the City to complain about water metering came around to the idea after staff explained the rationale for the change. The City's proactive approach to informing residents about the meter installation process and expectations was also helpful in building public trust.

The MyWaterToronto Online Portal

In February 2016, the City launched the MyWaterToronto online portal. The purpose of the portal is to make all water use data available online to residents and businesses. Customers can log in to the portal, view their daily water use, and make choices about their water consumption based on the information that they view.

MyWaterToronto has helped to improve and diversify customer service. During the first five or six months after the portal launch, the City responded to 1,000 to 1,500 emails from customers, opening up dialogue with residents beyond the water bill.

City staff have observed that increasing transparency with customers through the portal has helped to build public trust in the water utility system. Since the creation of MyWaterToronto, the number of water service complaints has gone down. The City used to manage 200 to 300 bill disputes per year. With the implementation of the portal, the number of customer disputes has decreased to approximately 80 per year.

City of Seattle

City of Seattle

WATER METERING IN SEATTLE AT A GLANCE
Level of single-family metering: 100%
Single-family residential metering programs in place: • Universal mandatory metering since 1920
Main drivers for water metering: • Equitable billing • Systems efficiency

OVERVIEW OF WATER METERING

The city of Seattle began a gradual program of metering in the early 1890s before adopting a policy to universally meter all connections in 1908. Seattle has had universal metering in place since July 1, 1920. Under the 2003 Municipal Water Law, the State of Washington requires all municipalities in the state to meter their customers.

The main drivers for water metering were **billing equity,** and to provide customers with an incentive to conserve water and not waste it.

PLANNING AND DECISION MAKING FOR WATER METERING

Seattle Public Utilities (SPU) is focused on balancing equity, efficiency, and financial stability as it continues to supply metered water to the City of Seattle.

Over the next six years, water rate increases will be driven primarily by inflation and the cost of several new capital projects. Current water demand forecasts indicate that during this period, water use will remain fairly constant followed by slightly increasing demand in the years to follow.

PROGRAM FUNDING

The primary source of funding for The City of Seattle's water utility is revenue derived from wholesale and retail sales of treated drinking water. To finance capital water treatment facilities, the City relies primarily on borrowing. Seattle also receives contributions from developers, though this funding source accounts for only a small portion of capital financing.



Originally, the City of Seattle paid for meters and installation costs. This policy has changed, and now the customer pays for the meter and the meter installation. Once the meter is in place, the City pays for testing, maintenance, repair, and replacement.

RATE STRUCTURES AND BILLING

The rate structure for residential customers includes two components: a fixed monthly charge and a seasonally differentiated variable charge.

To encourage conservation in the summer months, the residential variable charge has a three-tier structure. The first tier, up to five hundred cubic feet (CCF), is designed to meet basic residential water needs. The second tier, from 5 to 18 CCF, is billed at a higher rate than the first. The third tier, above 18 CCF, is set at an even higher rate to discourage the use of very large volumes of water for activities such as irrigation.

Seattle has high fixed costs and very low variable costs because of its gravity-fed system.

INSTALLATION OF WATER METERS

Most water meters are installed outdoors. For single-family homes they are placed at the property line in the right-of-way.

City of Seattle

KEY REFLECTIONS ON WATER CONSERVATION EFFORTS IN THE CITY OF SEATTLE

- One of the key misconceptions about water conservation is that conservation causes rates to increase. This misconception misses two key facts: unit rates may increase but bills do not necessarily increase proportionally because residents have reduced their water use and can control how much they pay. Secondly, conservation saves money in the long-term because it helps postpone or avoid the high costs of expanding supply which leads to much more substantial water rate increases.
- Now that conservation has created a comfortable cushion between demand and supply for Seattle, there is less reason to invest as heavily in conservation programs. Water use efficiency is projected to continue improving as customers replace appliances and fixtures with ever more efficient models provided by the market and/or required by code. Seattle's conservation program now concentrates mostly on reinforcing current practices and maintaining the conservation ethic so that conservation savings already achieved are maintained.

New York City

WATER METERING IN NEW YORK CITY AT A GLANCE
Level of single-family metering: Nearly 100%
Single-family residential metering programs in place: • Mandatory metering in place since 2000, with a 100% surcharge on flat rates for residents who do not comply
Main drivers for water metering: • Water conservation • Equitable billing

OVERVIEW OF WATER METERING

The New York City has required the installation of water meters on all businesses since 1937. Faced with **the need to conserve water due to a shortage of supply**, New York City Council passed a local law in 1985 requiring that water meters be installed on all new construction and substantially renovated dwellings.

In the mid-1980s, the New York City Water Board designed regulations that provided the legal basis for metering existing residential properties.

From 1992 to 1998, the City installed approximately 500,000 new residential water meters. Along with implementing the metering program, the City spearheaded a toilet replacement program involving more than 1.3 million fixtures and 120,000 properties.

Starting in 2000, unmetered residential customers were required to install water meters. Residents who did not comply were assessed a 100% surcharge on their annual flat rate bills. At the beginning of this initiative, 36,000 residential accounts were surcharged, but this number has decreased to about 4,800 today.

PLANNING AND DECISION MAKING FOR WATER METERS

The decision to implement water metering was driven by the need to conserve water. New York's water supply was limited and wastewater treatment projects needed to be developed and expanded.



Prior to implementing mandatory water metering, it was only during drought emergencies that the City was able to motivate residents to decrease their water use. However, once the emergency was over, residents went back to their old habits and consumption rates increased again.

By implementing water metering and increasing water rates by more than double, the City generated the urgency required for people to pay attention to their water use. Residents were encouraged to minimize their water consumption, fix leaks, and make the shift to "waterwise" fixtures.

PROGRAM FUNDING

The New York City issued capitally funded contracts with water and sewer funds to implement mandatory water metering. Had water metering not been selected as a water management strategy, the City would have spent significantly more than the capital investment cost on expanding water supply and infrastructure.

RATE STRUCTURES AND BILLING

The New York City has increased their water rates steadily over the last 20 years, which has helped to keep consumption low. There is an argument that metering is more effective now than when it was first introduced because of these rising rates.

New York City

INSTALLATION OF WATER METERS

As of the mid-1980s, the City's intention was to work toward universal water metering, with the understanding that this goal would take many years to accomplish. In order to manage the magnitude of the plan, water meters were installed in stages.

The first round of residential water meter installations occurred between 1988 and the mid-1990s. A second round took place from the mid-1990s to the early 2000s, and by 2002 about 90% of residential buildings had meters installed.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN THE NEW YORK CITY

- There was a **15 to 17% reduction in water use** in the first two years after meter installation. The City has seen a steady downward trend in water consumption since the 1990s, which has been driven by improvements in appliance efficiency and the introduction of water metering.

London, England

WATER METERING IN LONDON AT A GLANCE
Level of single-family metering: • The majority of households in London have water meters • 53% of England is metered (as of 2016)
Single-family residential metering programs in place: • Private water suppliers can mandate water metering in London and other areas of serious water stress, and on change of occupier
Main drivers for water metering: • Water scarcity and conservation

OVERVIEW OF WATER METERING IN LONDON AND ENGLAND AS A WHOLE

The water and sewerage industry in England and Wales was privatized in 1989. There are currently 25 private water suppliers covering England, Scotland and Wales, with Thames Water being the main water company or supplier in London.

Water metering efforts began in London in the later part of the 2000s, with the main driver being **water scarcity.** As of 2016, 53% of households were metered in England.[1] Most of London is currently metered.

The southeast part of England has higher metering rates because this area has been classified by the Environment Agency as an area of serious water stress. The regulatory framework in the United Kingdom allows private water suppliers to mandate metering to all of their customers in areas that have been given this designation.

The extent and timeline of metering program implementation depends on each water supplier. Water companies pay for upfront meter costs, which are then recovered through customer water bills.



WATER METERING REGULATORY FRAMEWORK IN THE UNITED KINGDOM

Water companies in the United Kingdom can charge metered customers by volume if they live in a new home, use large amounts of water, or live in water stressed areas.

For homes that do not meet the prescribed conditions above, water companies can install meters on residential properties, but only insist that new occupiers pay for their water by volume. Residential customers can voluntarily opt for a meter.

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN ENGLAND

- From 2015 to 2016 in England, metered households consumed an average of 125 litres of water per day, whereas unmetered households consumed an average of 155 litres of water per day.
- From 2015 to 2016, the average Londoner consumed 164 litres of water per day, about 20 litres per day above the national average.[2]

1 Retrieved from Delving into Water 2016: Performance of the water companies in England and Wales 2011-12 to 2015-16: https://www.ccwater.org.uk/wp-content/uploads/2016/11/Delving-into-water-2016.pdf

2 Retrieved from Delving into Water 2016: Performance of the water companies in England and Wales 2011-12 to 2015-16: https://www.ccwater.org.uk/wp-content/uploads/2016/11/Delving-into-water-2016.pdf)

South East Queensland, Australia

Queensland Government

WATER METERING IN SOUTH EAST QUEENSLAND AT A GLANCE
• Level of single-family metering: 100%
Single-family residential metering programs in place: • Universal metering since the early 2000s
Main drivers for water metering: • Water conservation • System efficiency • Equitable billing • Responsible water utility management



OVERVIEW OF WATER METERING IN SOUTH EAST QUEENSLAND

Queensland Urban Utilities (QUU) was established in 2010 as a statutory body to provide retail water services to more than 1.4 million people within the Brisbane, Ipswich, Lockyer Valley, Scenic Rim, and Somerset council areas in South East Queensland.

Water meters are mandatory for all users. The QUU service area is universally metered and most of the region has been so for several decades. South East Queensland became more serious about this issue in the early 1990s and Brisbane Water (making up most of what would become the QUU service area) became universally metered by about 1998. The rest of the service area was fully metered by the early 2000s. Two decades later, QUU is working on replacement of its fleet of water meters for the second and third time under a continuous change out program.

PLANNING AND DECISION MAKING FOR WATE METERS

In Australia, water metering is viewed as a baseline as part of responsible water systems management. Average residential consumption in the QUU service area is around 160 litres per capita per day (Lcpd) and has remained stable for many years, since the record-breaking "Millennium Drought" of the mid-2000s.

The vast majority of meters in the current fleet are a conventional (manual read) design. Conventional meters are currently read quarterly at a cost of about AU$0.10 per read, which remains the most cost-effective approach in the short term. As a benchmark, QUU can purchase conventional residential meters at a cost of about AU$51 per unit compared to AU$175 to AU$300 for an AMI unit (note that the price for the conventional units excludes installation and is based on volume purchasing for a very large utility).

Meanwhile, QUU has implemented a pilot project in Rocklea, a large suburb south of Brisbane, using drive-by data collection technology. More advanced AMI technology with radio transmitters is also required for new large non-residential and multi-residential development in anticipation of it becoming universal in the future.

PROGRAM FUNDING

QUU currently replaces about 5,000 or 6,000 meters per year under a normal capital renewal program. This work is funded through ordinary capital budgets with costs ultimately recovered through customer water rates.

RATE STRUCTURES AND BILLING

The QUU bill includes both fixed and variable charges. Fixed charges include a water access charge (currently AU$54.12 per quarter) and a sewer access charge (currently AU$134.46 per quarter). The variable component includes a bulk charge (reflecting cost of bulk supply from the State Government) and an inclining block two-tiered

South East Queensland, Australia

consumption charge. Consumption charges vary across council services areas. As an example, in the Brisbane area (with the largest population), consumption under 74 m^3 per quarter is charged at AU$0.768/m3, while consumption over this threshold is charged at AU$1.489/$m^3$. The variable bulk charge is an additional AU$2.915/$m^3$. Altogether, a household consuming an average of 80 m^3 in a 90-day period would have a bill of AU$487.44 including both water and sewer charges.

INSTALLATION OF WATER METERS

Developers are responsible for installation of meters on new properties according to a standard specification. This specification follows one set out by the Water Services Association of Australia (WSAA) for approved meter types. Meters are installed outdoors at property boundaries following conventional configurations.

Maintenance and replacement work are completed by QUU, usually employing outside contractors.

Universal metering in Queensland is supported by various state level regulatory requirements. For example, the service provider has the power to install meters and enter properties to read them under the *Water Supply (Safety and Reliability) Act 2008* (s. 35, s. 37). Sub-metering has also been required in certain types of development such as gated strata properties since 2008.

FEEDBACK FROM RESIDENTS

Residential water metering is a standard practice and QUU staff report that there is no push back whatsoever against the ongoing replacement program.

QUU provides information on its website about related topics including how to locate and read meters, replacement, advice on how to find usage information on bills, and how to get a test if a resident believes their readings are not accurate.

QUU conducts regular customer surveys as part of normal operations. This research finds that residents continue to view environmental management as an important issue. Residents are supportive of QUU's environmental leadership, are interested in water conservation, and want to avoid future spending on water infrastructure projects such as construction of new dams. Lessons learned from the drought remain top of mind for residents, including water restrictions and symbols of conservation that became commonplace (e.g., shower timers). Sustainable water management is highly valued by the community.

Where there is push back from residents, it is typically about charges and bills. Water services remain expensive as QUU continues to pay for the substantial costs of major drought-related infrastructure constructed in the past 15 years (desalination plants, new dams, large pipelines, etc.).

KEY REFLECTIONS ON RESIDENTIAL WATER METERING IN QUU

Metering is a broadly accepted best management practice both within the water industry and by the general public across Australia. After decades of living with water meters, residents do not imagine it any other way.

Water services are highly valued in South East Queensland and per capita consumption is exceptionally low by Canadian standards. Historically, metering contributed to this situation. Unfortunately, it also took a major crisis in the form of a record breaking drought that reached near emergency proportions.

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Notes

Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 – REGULAR MEETING	**REPORT:**	24-111
FROM:	FINANCE DIVISION	**FILE:**	1760-01
SUBJECT:	REPAYMENT OF NON-MFA DEBT		

RECOMMENDATION:

That Council approve the use of up to $5,000,000 from internal sources to be repaid from prior year surplus funds when available to repay the Non-MFA debt in place related to the construction of the Langley Events Centre on or before June 30, 2024.

EXECUTIVE SUMMARY:

On March 25, 2024, Council directed staff to report to Council with an outline of interim internal sources, if required, and anticipated timelines for its consideration to finalize the debt redemption in 2024 of the non-MFA debt that is in place from the Langley Events Centre.

PURPOSE:

This report proposes that the debt related to the construction of the Langley Events Centre of approximately $5,000,000 to be repaid from internal sources and prior year surplus as available prior to June 30, 2024.

DISCUSSION/ANALYSIS:

The Langley Facilities Society holds a twenty-year term loan with BMO relating to the construction of the Langley Events Centre. This term loan is to be repaid in annual installments of $1,000,000 principal plus interest each year and will be fully repaid in 2029.

The debt has been renewing for fixed terms and the current two-year term expires August 9, 2024. Due to changes in Canadian banking practices, we are required to make changes to our current loan prior to June 30,2024. Since Council endorsed the redemption of this debt in its entirety, it is appropriate to redeem the entire balance prior to June 30 rather than transition to another fixed term under new conditions.

Financial Implications:

The redemption of this debt will reduce the funding of the annual payment required within the universal budget in future years.

Respectfully submitted,

Sandra Ruff
DIRECTOR
for
FINANCE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
MUNICIPAL ADMINISTRATION	C. Kooner

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-115
FROM:	ENGINEERING DIVISION	**FILE:**	5320-20-WTR23
SUBJECT:	WATER LOCAL AREA SERVICE ALONG 24 AVENUE, 16 AVENUE, 264 STREET, AND 272 STREET		

RECOMMENDATIONS:

That Council consider the request of property owners and authorize staff to prepare and distribute the official petition to the benefiting properties within the affected area, as shown in Attachment A, to determine the level of support needed to proceed with a Local Area Service (LAS) initiative for the provision of municipal water service, in accordance with applicable regulations, policies, and procedures.

That subject to confirmation of the sufficiency of the petition process, staff be authorized to set the interest rate for the LAS at 5.10%, which is equivalent to the Municipal Finance Authority's 20-year Capital Financing Rate plus 0.25%.

That subject to confirmation of the sufficiency of the petition process, Council authorize funding for the LAS to be included in the 2025-2029 Financial Plan to be obtained through a 20-year debt issue via the Municipal Finance Authority.

EXECUTIVE SUMMARY:

The Township of Langley (Township) is in receipt of a request from property owners residing within the vicinity of 24 Avenue, from 267 Street to 264 Street, along 264 Street from 24 Avenue to 16 Avenue, along 16 Avenue between 264 Street and 272 Street, and along 272 Street from 16 Avenue to 24 Avenue. The request pertains to the initiation of an LAS process aimed at expanding the municipal water system. If the official petition is successful, a bylaw outlining the costs will be prepared for Council's consideration and adoption prior to the commencement of construction works.

There are 70 properties benefiting from the proposed LAS, of which 43 have expressed preliminary support for the LAS, representing 61.43% of the properties within the benefiting area. This exceeds the minimum 60% threshold for preliminary support pursuant to Township Policy. The Community Charter authorizes local governments to provide local area services, allowing for all costs to be recovered through local service taxation from benefiting properties.

The preliminary Class C cost estimate of $10,800,000 has been prepared, although it should be noted that this estimate was formulated without the benefit of design or survey work. It also excludes service connections and other work on private property. In the event that the petition is successful, property owners will be responsible for their respective share of project costs. These costs will be determined through a competitive tender process, ensuring accuracy and fairness.

For the official petition to achieve success, it must be signed by the owners of at least 50% of the benefiting parcels, representing at least 50% of the assessed value of the properties within the benefiting area. Property owners will be provided with the flexibility to either pay their portion of the actual costs in a single payment or choose to amortize it over a period of 20 years. Should they opt for the latter, payments will be made at the Municipal Finance Authority of British Columbia's 20-year Capital Financing Rate, plus 0.25%, and collected alongside their property taxes.

PURPOSE:

To seek Council's authorization to prepare and distribute an official LAS petition to extend the municipal water system.

BACKGROUND/HISTORY:

The Township is in receipt of a request from property owners in the area spanning from 24 Avenue from 267 Street to 264 Street, south on 264 Street from 24 Avenue to 16 Avenue, along 16 Avenue between 264 Street and 272 Street, and north of 16 Avenue on 272 Street until 24 Avenue. This request, submitted by Mr. Bhupinder Sidhu (2182 – 264 Street) in September 2022, calls for the initiation of an LAS process for the expansion of the municipal water system.

As part of the preliminary petition, all benefiting property owners have received a letter detailing the process, scope of work, and cost estimate. This information aims to ensure that benefiting property owners can make informed decisions regarding their involvement. Currently, there are 70 properties benefitting from the proposed LAS. Among these, 43 expressed preliminary support, accounting for 61.43% of the properties within the benefiting area. This exceeds the minimum 60% threshold for preliminary support, as stipulated in the Township Policy.

DISCUSSION/ANALYSIS:

Policy 05-007 Local Area Services and Business Improvement Area Services (the Policy) defines the conditions under which the Township may undertake specific works through an LAS, either through a petition from property owners or at the initiative of Council.

According to the Policy, benefiting property owners are to be held 100% liable for the costs associated with the installation of water works. The preliminary cost estimate to complete this project is $10,800,000 inclusive of a 25% contingency, excluding service connections to the property line and any work on private property.

Cost Estimate Breakdown	
Utility Works	$6,740,000
Road Works (paving)	$2,210,000
Engineering & Construction Administration	$1,440,000
Administration Fee	$400,000
Total (Rounded)	**$10,800,000**

The preliminary cost estimate is derived from a Class C estimate, as no design or survey work has been conducted thus far. Property owners will be invoiced their respective share of costs, determined based on the actual project expenses, which will be finalized through the competitive tender process in the event of a successful petition. For the official petition to be successful, it requires signatures from owners representing at least 50% of the benefiting parcels, accounting for at least 50% of the assessed value of Land and Improvements. As the proposed works include a watermain on 264 Street and Highway 13, approvals will also be required from the Ministry of Transportation and Infrastructure as part of the project.

Property owners will have the choice to pay their share of the actual costs in a lump sum or opt for a 20-year amortization plan at the Municipal Finance Authority of British Columbia's 20-year Capital Financing Rate, plus 0.25%, with payments collected alongside their property taxes.

Property owners will have the option to install service connections at their own expense during the mainline construction. The cost of installation during this phase is typically lower compared to post-construction installation. The table below offers additional information and estimated costs based on taxable frontage.

Number of Parcels	Total Watermain Length (m)	Total Taxable Frontage (m)	Cost per Meter of Taxable Frontage	Estimated Project Cost
70	5,490	4,107.98	$2,629.03	$10,800,000

Attachment B includes the estimated commuted costs for all benefiting properties.

A letter detailing these costs will be sent to all benefiting properties as part of the official petition mailing package. If the official petition meets the criteria for success outlined in Sections 211 and 212 of the Community Charter and complies with Township Policy, a Local Area Service Bylaw specifying the costs will be drafted for consideration and adoption by Council.

Financial Implications:

The estimated cost of this project is $10,800,000, which will be recovered from benefiting property owners over 20 years. Budgetary allocation for the project will be incorporated into the 2025-2029 Financial Plan. However, the Local Improvement Reserve does not possess adequate funds to support this project. Consequently, funding for this LAS project is proposed to be sourced from a 20-year debt issue through the Municipal Finance Authority, in accordance with the following two sections:

Section 217 (1) (a) of the Community Charter states the following,

> *If all of the costs of borrowing for the purposes of a local area service are to be recovered by a local service tax, the loan authorization bylaw does not require the approval of the electors under section 180, but it may only be adopted if, the borrowing has been proposed by petition in accordance with section 212 [petition for local area service],*

Since the costs of borrowing are to be repaid by the owners of the benefitting properties in the local service area, the benefitting property owners of the local service area must approve the borrowing to establish the local area service.

Section 212 (2) (d) states the following:

> *Each page of a petition for a local area service must do the following:*
> *If it is proposed that the municipality borrow for the purposes of the service and all or part of the costs of borrowing are to be recovered by means of a local service tax, indicate*
> *i. The total amount proposed to be borrowed under the bylaw,*
> *ii. The maximum term for which the debenture may be issued, and*
> *iii. The portion of those costs that are to be recovered by a local service tax.*

According to Township policy, the fixed interest rate charged on a new local area service is determined at the time a petition is approved by Council for circulation. The current LAS rate would be 5.10%, reflecting the Municipal Finance Authority of British Columbia's 20-year Capital Financing Rate of 4.85%, plus 0.25% as specified in Policy 05-007.

Respectfully submitted,

Richard Welfing
MANAGER, ENGINEERING SERVICES
for
ENGINEERING DIVISION

This report has been prepared in consultation with the following department.

CONCURRENCES	
Division / Department	**Name**
FINANCE DIVISION	S. Ruff

ATTACHMENT A Map of Benefitting Properties

ATTACHMENT B Estimated Costs for Each Benefitting Property

ATTACHMENT A

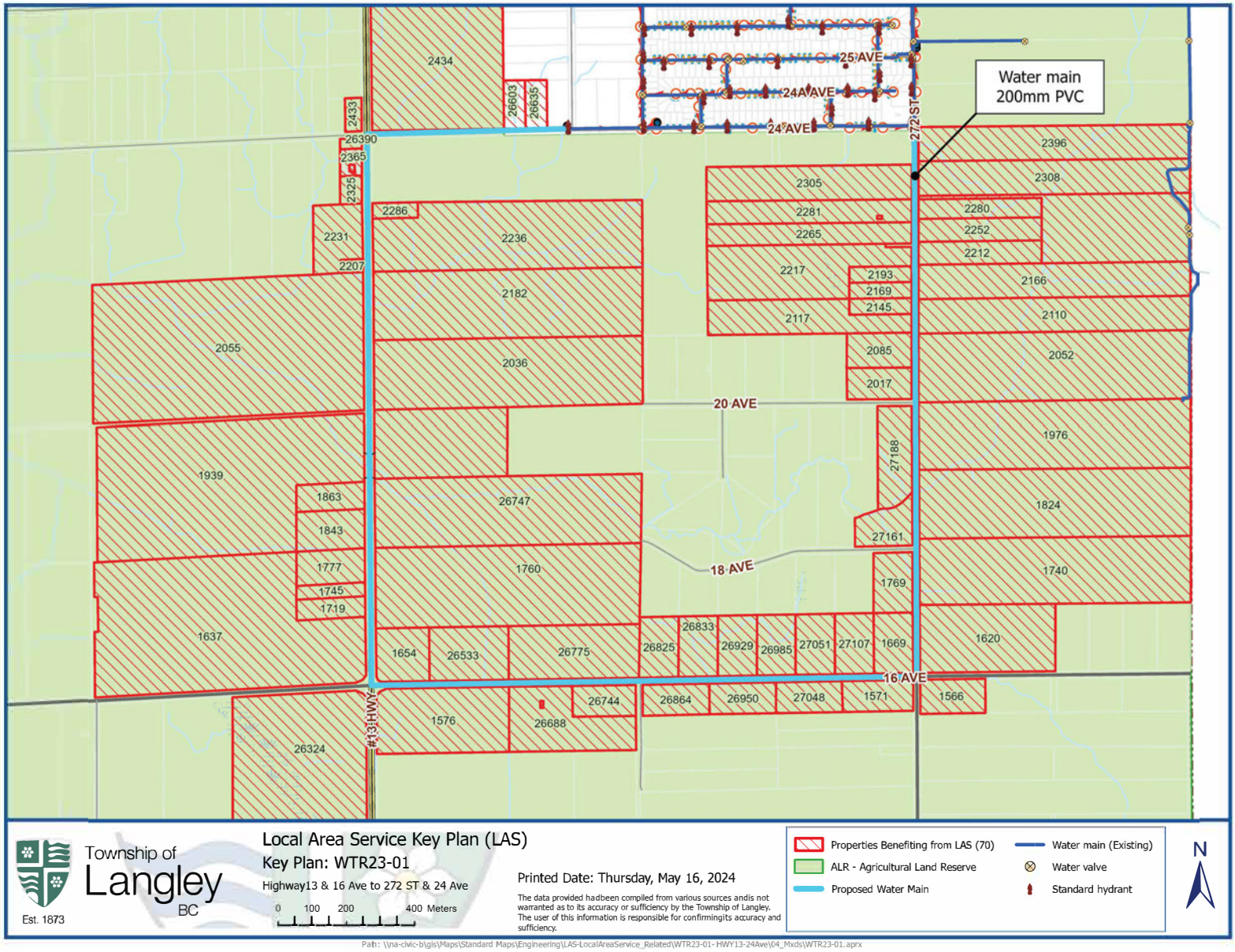


Table 1: WTR23-01 16 Ave. and 264 St. to 24 Ave. and 272 St.									28/11/2023
House	Street	Frontage	Rearage	Perimeter	Calculated Taxable Frontage	Min. TF	Max. TF	Taxable Frontage (Max/Min Applied)	Commuted
1566	272 ST	99.58	99.58	962.07	117.81	15.00	61.00	61.00	$160,370.62
1571	272 ST	90.38	90.49	572.56	91.91	15.00	61.00	61.00	$160,370.62
1576	264 ST	191.77	191.77	1156.99	192.09	15.00	61.00	61.00	$160,370.62
1620	272 ST	198.12	198.12	1984.86	237.93	15.00	61.00	61.00	$160,370.62
1637	264 ST	191.53	394.89	2399.94	287.96	15.00	61.00	61.00	$160,370.62
1654	264 ST	155.29	155.29	625.11	139.96	15.00	61.00	61.00	$160,370.62
1669	272 ST	115.01	114.43	583.02	109.56	15.00	61.00	61.00	$160,370.62
1719	264 ST	61.17	61.28	526.62	69.17	15.00	61.00	61.00	$160,370.62
1740	272 ST	198.12	198.12	1986.96	238.03	15.00	61.00	61.00	$160,370.62
1745	264 ST	39.62	39.62	483.41	51.91	15.00	61.00	51.91	$136,466.04
1760	264 ST	235.80	238.70	2027.50	266.92	15.00	61.00	61.00	$160,370.62
1769	272 ST	176.78	176.79	581.89	152.84	15.00	61.00	61.00	$160,370.62
1777	264 ST	100.85	100.94	605.96	100.91	15.00	61.00	61.00	$160,370.62
1824	272 ST	198.12	198.12	1989.03	238.14	15.00	61.00	61.00	$160,370.62
1843	264 ST	115.21	115.21	634.59	112.38	15.00	61.00	61.00	$160,370.62
1863	264 ST	79.25	79.25	562.66	83.61	15.00	61.00	61.00	$160,370.62
1939	264 ST	199.00	393.00	2262.30	284.75	15.00	61.00	61.00	$160,370.62
1976	264 ST	201.60	202.30	1175.10	199.99	15.00	61.00	61.00	$160,370.62
1976	272 ST	197.08	199.95	1991.93	238.03	15.00	61.00	61.00	$160,370.62
2017	272 ST	92.36	91.77	563.01	92.71	15.00	61.00	61.00	$160,370.62
2036	264 ST	202.00	200.00	1775.90	229.86	15.00	61.00	61.00	$160,370.62
2052	272 ST	201.84	200.93	1998.00	241.04	15.00	61.00	61.00	$160,370.62
2055	264 ST	403.90	405.80	2399.70	403.03	15.00	61.00	61.00	$160,370.62
2085	272 ST	102.42	101.83	583.70	100.78	15.00	61.00	61.00	$160,370.62
2110	272 ST	100.92	100.47	1795.90	160.36	15.00	61.00	61.00	$160,370.62
2117	272 ST	54.41	101.41	1399.79	115.91	15.00	61.00	61.00	$160,370.62
2145	272 ST	46.90	46.90	459.52	55.81	15.00	61.00	55.81	$146,714.05
2166	272 ST	100.92	100.47	1795.43	160.34	15.00	61.00	61.00	$160,370.62
2169	272 ST	46.94	46.94	429.16	54.32	15.00	61.00	54.32	$142,796.52
2182	264 ST	202.00	202.00	1978.00	240.30	15.00	61.00	61.00	$160,370.62
2193	272 ST	46.33	46.33	458.42	55.35	15.00	61.00	55.35	$145,521.03
2207	264 ST	38.10	38.10	204.22	36.88	15.00	61.00	36.88	$96,960.60
2212	272 ST	67.24	67.24	856.73	89.90	15.00	61.00	61.00	$160,370.62
2217	272 ST	56.58	159.90	1509.38	132.29	15.00	61.00	61.00	$160,370.62
2231	264 ST	162.32	202.08	689.01	154.70	15.00	61.00	61.00	$160,370.62
2236	264 ST	156.20	293.50	2075.19	235.98	15.00	61.00	61.00	$160,370.62
2252	272 ST	67.24	67.24	856.73	89.90	15.00	61.00	61.00	$160,370.62
2265	272 ST	63.09	63.09	1328.35	110.58	15.00	61.00	61.00	$160,370.62
2280	272 ST	57.55	57.09	836.89	82.05	15.00	61.00	61.00	$160,370.62
2281	272 ST	67.67	67.67	1338.54	114.29	15.00	61.00	61.00	$160,370.62
2286	264 ST	45.72	45.72	356.98	49.85	15.00	61.00	49.85	$131,065.09
2305	272 ST	100.52	100.52	1405.17	140.62	15.00	61.00	61.00	$160,370.62
2308	272 ST	101.09	100.58	1793.46	160.35	15.00	61.00	61.00	$160,370.62
2325	264 ST	82.30	82.30	292.61	72.24	15.00	61.00	61.00	$160,370.62
2349	264 ST	39.69	39.64	227.36	39.14	15.00	61.00	39.14	$102,908.03
2365	264 ST	39.69	39.44	207.10	38.10	15.00	61.00	38.10	$100,156.93
2396	272 ST	101.09	100.58	1792.72	160.31	15.00	61.00	61.00	$160,370.62
2433	264 ST	48.90	48.89	294.47	48.95	15.00	61.00	48.95	$128,697.70
2434	264 ST	386.33	386.75	1559.26	348.46	15.00	61.00	61.00	$160,370.62

26324	16 AVE	386.50	392.00	1551.10	349.02	15.00	61.00	61.00	$160,370.62
26390	24 AVE	18.29	18.29	97.54	17.68	15.00	61.00	17.68	$46,476.98
26533	16 AVE	231.60	231.60	777.73	201.01	15.00	61.00	61.00	$160,370.62
26603	24 AVE	63.46	63.59	408.68	64.88	15.00	61.00	61.00	$160,370.62
26635	24 AVE	63.46	63.46	408.55	64.85	15.00	61.00	61.00	$160,370.62
26688	16 AVE	186.25	373.98	1129.83	218.16	15.00	61.00	61.00	$160,370.62
26744	16 AVE	186.12	186.24	553.89	158.00	15.00	61.00	61.00	$160,370.62
26747	18 AVE	201.60	203.00	1972.60	239.98	15.00	61.00	61.00	$160,370.62
26775	16 AVE	382.58	384.53	1081.70	322.22	15.00	61.00	61.00	$160,370.62
26825	16 AVE	115.01	114.43	583.09	109.56	15.00	61.00	61.00	$160,370.62
26833	16 AVE	115.01	114.43	583.08	109.56	15.00	61.00	61.00	$160,370.62
26864	16 AVE	195.95	195.74	573.23	165.79	15.00	61.00	61.00	$160,370.62
26929	16 AVE	115.01	114.43	583.06	109.56	15.00	61.00	61.00	$160,370.62
26950	16 AVE	195.95	195.74	573.00	165.78	15.00	61.00	61.00	$160,370.62
26985	16 AVE	115.01	114.43	583.05	109.56	15.00	61.00	61.00	$160,370.62
27048	16 AVE	195.95	195.74	572.77	165.77	15.00	61.00	61.00	$160,370.62
27051	16 AVE	115.01	114.43	583.04	109.56	15.00	61.00	61.00	$160,370.62
27107	16 AVE	115.01	114.43	583.03	109.56	15.00	61.00	61.00	$160,370.62
27161	18 AVE	155.98	83.93	510.93	122.73	15.00	61.00	61.00	$160,370.62
27188	20 AVE	239.56	296.27	759.59	215.12	15.00	61.00	61.00	$160,370.62
	272 ST	10.06	201.23	1994.27	138.62	15.00	61.00	61.00	$160,370.62

Total TF (m)	**4107.98**
Cost Estimate	**$10,800,000.00**
Est. $ per TF (m)	**2629.03**

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-117
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	13-20-0118
SUBJECT:	OFFICIAL COMMUNITY PLAN AMENDMENT AND REZONING APPLICATION NO. 100226 AND DEVELOPMENT PERMIT APPLICATION NO. 101312 (JANDA GROUP HOLDINGS INC. / 27309 FRASER HIGHWAY)		

PROPOSAL:

Application to amend the Aldergrove Community Plan and rezone approximately 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to Comprehensive Development Zone CD-204 to facilitate the development of 44 apartment units and 752 m^2 (8,094 ft^2) commercial space.

RECOMMENDATION SUMMARY:

That Council give first and second reading to Bylaws No. 6018 and 6019 subject to 10 development prerequisites being satisfied prior to final reading.

RATIONALE:

The proposed development complies with the overall objectives of the Aldergrove Community Plan.

RECOMMENDATIONS:

That Council give first and second reading to Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802 Amendment (Janda Group Holdings Inc.) Bylaw No. 6018 and Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Janda Group Holdings Inc.) Bylaw No. 6019 rezoning 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to Comprehensive Development Zone CD-204 to facilitate a 6-storey mixed use project, subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

1. A Servicing Agreement being entered into with the Township to secure required road and utility upgrades and extensions in accordance with the Township's Subdivision and Development Servicing Bylaw.
2. Provision of road and lane dedications, widenings and necessary traffic improvements in accordance with the Township's Master Transportation Plan, Subdivision and Development Servicing Bylaw and the Aldergrove Community Plan.
3. Registration of all purpose statutory right-of-way securing public access over the public pedestrian connections.
4. Submission of an erosion and sediment control plan in accordance with the Erosion and Sediment Control Bylaw.
5. Compliance with Age-Friendly Amenity Area requirements.
6. Provision of a final tree management plan incorporating tree retention, replacement, protection details and security in compliance with the Subdivision and Development Servicing Bylaw (Schedule I – Tree Protection).

7. Registration of a restrictive covenant acceptable to the Township identifying a minimum of 10% of the apartment units in accordance with the Schedule 2 – Adaptable Housing Requirements of the Township's Official Community Plan.
8. Finalization of landscape and architectural plans.
9. Compliance with the Community Amenity Contributions Policy if applicable.
10. Payment of applicable supplemental Rezoning fees, Development Engineering and Green Infrastructure Services administration fees, Development Works Agreement (DWA) and Latecomer charges and compliance with the Township's 5% Neighbourhood Park Land Acquisition Policy.

That Council consider Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802 Amendment (Janda Group Holdings Inc.) Bylaw No. 6018 is consistent with the Township's Five Year Financial Plan as updated annually and with Metro Vancouver's Integrated Liquid Waste Resource Management Plan and Integrated Solid Waste Resource Management Plan, Housing Needs Report and with the consultation requirement of Official Community Plan Consultation Policy (07-160).

That Council at time of final reading of Rezoning Bylaw No. 6019 authorize issuance of Development Permit No. 101312 subject to the following conditions:

a. Building plans being in substantial compliance with Schedule "A".
b. Landscape plans being in substantial compliance with Schedule "B" and in compliance with the Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection), the Township's Street Trees and Boulevard Plantings Policy and Age-Friendly Amenity Area requirements.
c. All signage being in compliance with Schedule "A" and the Township's Sign Bylaw.
d. All rooftop mechanical equipment to be screened from view.
e. All refuse areas to be located in an enclosure and screened.

Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw.
b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw.
c. On-site landscaping to be secured by letter of credit at building permit stage.
d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place.
e. Payment of supplemental development permit application fees, Development Cost Charges and building permit administration fees.

That Council authorize staff to schedule the required Public Hearing for Bylaws No. 6018 and 6019.

EXECUTIVE SUMMARY:

Janda Group Holdings Inc. has applied to rezone 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to Comprehensive Development Zone CD-204 for a mixed-use development. To facilitate the development of 44 apartment units and 752 m^2 (8,094 ft^2) commercial space in a

6-storey building, the applicant is requesting to amend the Aldergrove Community Plan to increase the permitted density in the Medium Density Mixed Use (2.0 FSR / 5 storeys (14 m)) designation to permit 2.3 FSR and 6-storey height on a site specific basis.

A Development Permit (Attachment B) is being processed in conjunction with the application to provide Council the opportunity to review the form and character of the proposed development.

As the proposal is consistent with and supports the overall objectives of the Aldergrove Community Plan (CP), staff recommend that Council consider the community plan amendment and rezoning request, subject to the completion of 10 development prerequisites.

PURPOSE:

The purpose of this report is to advise and make recommendations to Council with respect to Aldergrove Community Plan Amendment Bylaw No. 6018, Rezoning Bylaw No. 6019 and Development Permit No. 101312.

REFERENCE:

Owner:	Janda Group Holdings Inc. 4770 – 72 Street Delta, BC V4K 3N3
Legal Description:	Lot 1 Section 20 Township 13 New Westminster District Plan EPP97379
Location:	27309 Fraser Highway
Area:	0.24 ha (0.59 ac)
Existing Zoning:	Civic Institutional Zone P-1
Proposed Zoning:	Comprehensive Development Zone CD-204
Aldergrove Community Plan:	Medium Density Mixed Use (2.0 FSR / 5 storey (14 m))

BACKGROUND/HISTORY:

- The subject site is comprised of a lot occupied by the former Aldergrove Elk's Hall and a portion of closed lane.
- As part of a previous application, Bylaw No. 5637 closed a 664.4 m^2 (0.16 ac) portion of north-south lane, now part of the subject site, in exchange for a 681.1 m^2 (0.17 acre) portion of 27309 Fraser Hwy to form the future 273 Street alignment.

DISCUSSION/ANALYSIS:

- The applicant proposes one 20.0 m (65.6 ft) tall 6-storey building comprised of 44 units and 752 m^2 (8,094 ft^2) of commercial space at a density of 2.3 FSR.
- To facilitate the development, the applicant has applied to increase the permissible density in the Medium Density Mixed Use designation from 2.0 FSR to 2.3 FSR. The applicant has also applied to increase the permissible number of storeys from 5-storeys to 6-storeys, and the maximum height from 14.0 m (46.0 ft) to 20.0 m (65.6 ft).
- The applicant indicates that the current permitted maximum height for Medium Density Mixed Use is "unachievable for a typical 5-storey building with retail podium where the retail needs to be at 14' to be more welcoming, to allow better headroom in the CRU and let more natural light in".
- A sidewalk secured via statutory right-of-way, is proposed along the north property line adjacent to the lane to improve pedestrian connectivity.
- Staff are supportive of the proposal as the general form of the building is consistent with the Aldergrove CP.

Adjacent Uses:

	Existing Use	Neighbourhood Plan Designation	Existing Zoning
North:	The former Aldergrove Mall site which is currently under construction for three	High Density Mixed Use (3.0 FSR)	Comprehensive Development Zone CD-31

	5-storey buildings, one 10-storey building and a commercial building TOL Project No. 13-20-0152		
South:	Fraser Highway, beyond which are commercial buildings	Medium Density Mixed Use (2.0 FSR)	Community Commercial Zone C-2
East:	273 Street dedication, beyond which is Bertrand Creek	Medium Density Mixed Use (2.0 FSR)	Community Commercial Zone C-2
West:	A mixed-use building	Medium Density Mixed Use (2.0 FSR)	Community Commercial Zone C-2

Community Plan Amendment:

- The site is designated Medium Density Mixed Use (2.0 FSR) and permits a maximum height of 5-storeys or 14.0 m (46.0 ft).
- The applicant has applied to increase the maximum density permitted from 2.0 to 2.3 FSR on a site-specific basis. The applicant also proposes to increase the maximum height from 14.0 m (46.0 ft) to 20 m (65.6 ft) and maximum allowable storeys from 5- to 6-storeys on a site-specific basis.
- An amendment to the definition of floor space ratio in the Aldergrove Community Plan is proposed to align and provide for consistency with other Neighbourhood Plans in the Township.

Zoning Amendment:

- The subject site is proposed to be rezoned to Comprehensive Development Zone CD-204.
- Bylaw No. 6019 proposes to rezone the site to a new Comprehensive Development Zone to facilitate development of a future mixed-use site.
- The CD-204 Zone restricts building height to 6-storeys.
- The project complies with the provisions of the site's proposed Comprehensive Development Zone CD-204 zoning in terms of siting, site coverage, height, use and density.

Development Permit:

- The subject site is located in Development Permit Area 'D" in the Aldergrove CP. Proposed Development Permit No. 101312 is attached to this report and includes renderings, site plans, building elevations and tree and landscaping plans.
- Vehicular access to the site is proposed from the lane north of Fraser Highway.
- Finalization of the architectural and landscape plans to form a final development permit prior to final reading has been included as a development prerequisite.

Community Amenity Contributions:

- The Community Amenity Contributions (CAC) Policy exempts properties located in the Aldergrove Core Area Plan per Section 5.3 e) if the property receives third reading prior to July 31, 2024.
- CAC contributions will become effective August 1, 2024, for projects located in this area.

Tree Protection / Replacement:

- There are currently no significant trees on the subject site.

Significant Trees on Site	Significant Trees Retained	Replacement Trees Required	Replacement Trees Provided	Street Trees Provided	Total Trees Post Development
0	0	18	18	10	28

- The landscape plans propose an urban landscape standard, consistent with the site's designation. Finalization of landscape and tree plans has been included as a development prerequisite.

Policy Considerations:

The proposed Aldergrove CP amendment and rezoning facilitates the development of a mixed use development project. In staff's opinion the proposal is consistent with the overall goals and objectives of the Official Community Plan and the Aldergrove CP.

Staff recommend that Council give first and second reading to Bylaws No. 6018 and 6019 (subject to 10 development prerequisites) and authorize staff to schedule the required Public Hearing for Aldergrove Community Plan Amendment Bylaw No. 6018 and Rezoning Bylaw No. 6019.

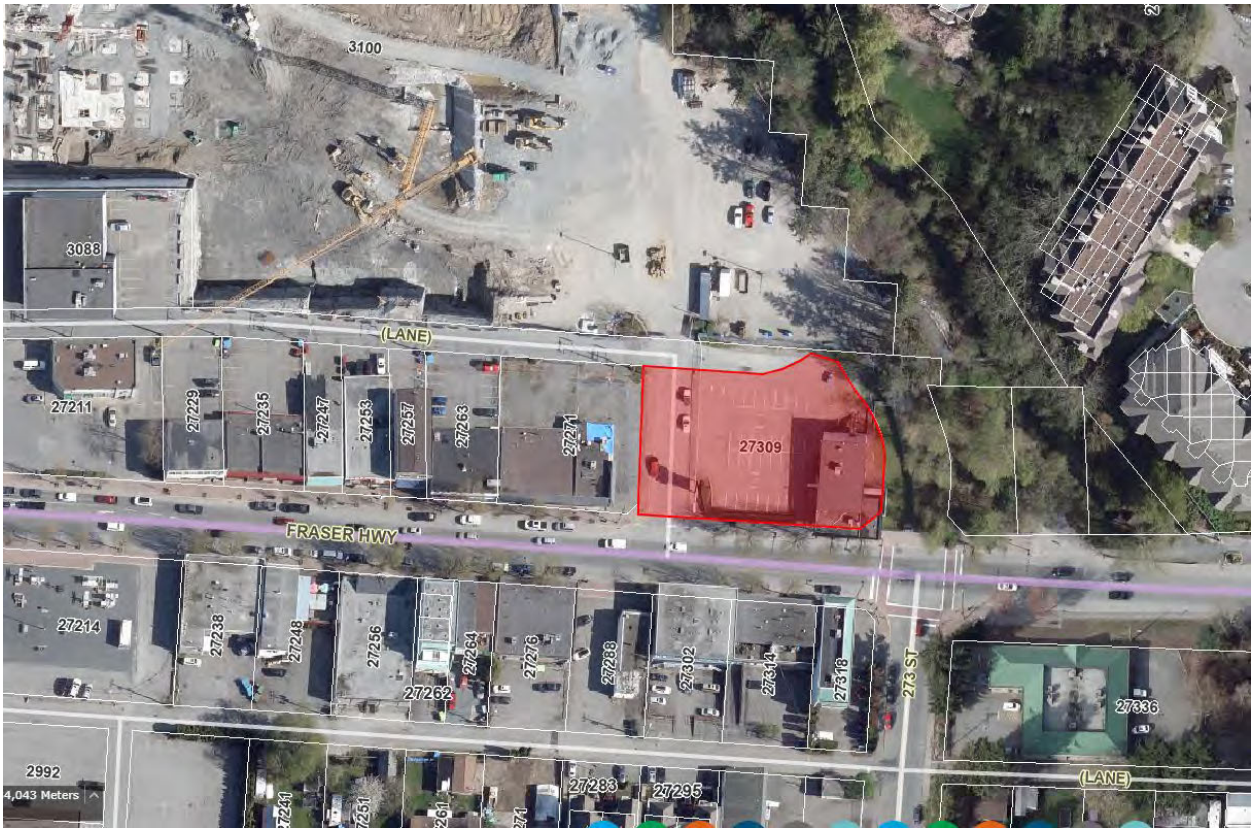
Respectfully submitted,

Ruby Sandher
DEVELOPMENT PLANNER
for
COMMUNITY DEVELOPMENT DIVISION

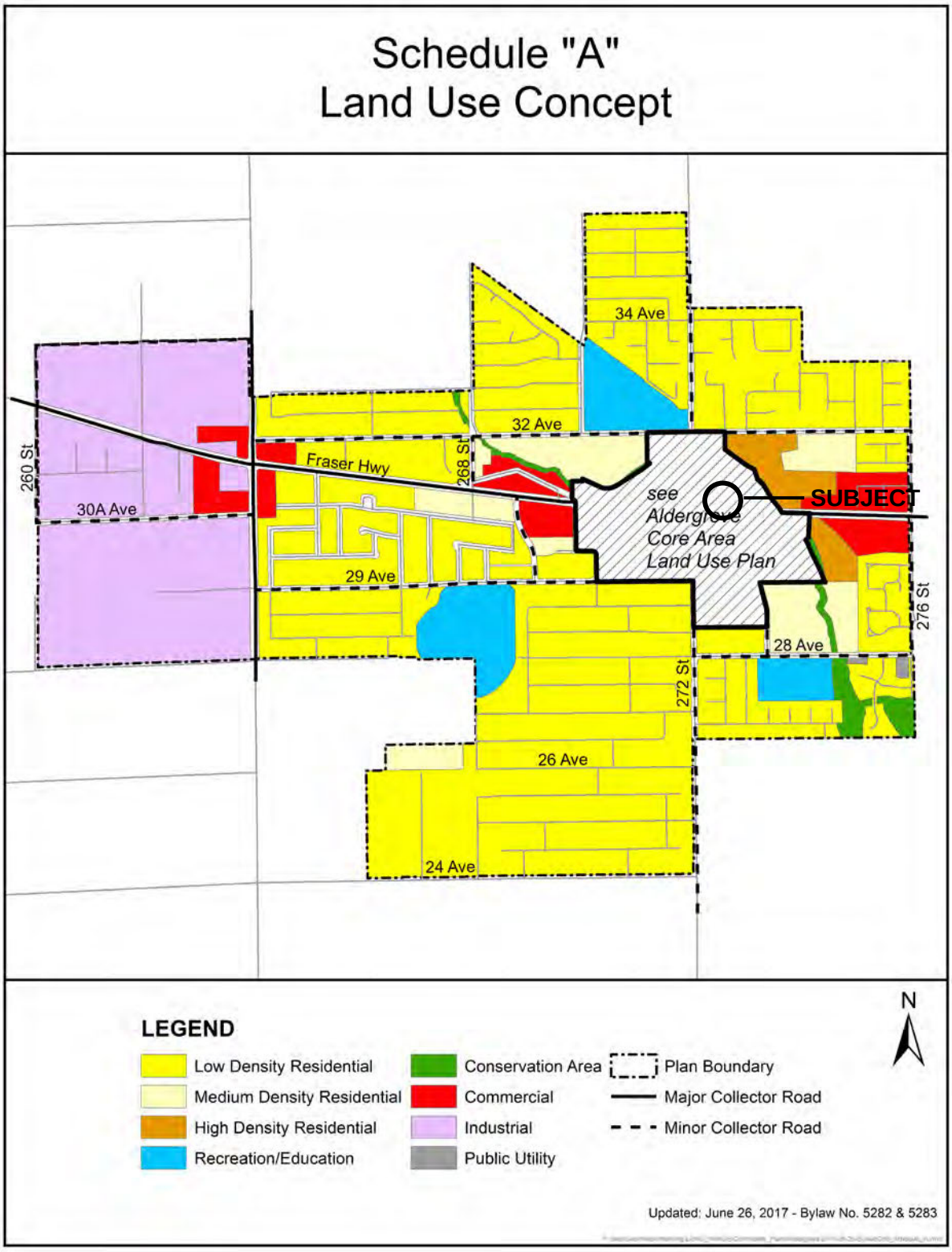
ATTACHMENT A Maps and Graphics

ATTACHMENT B Development Permit No. 101312

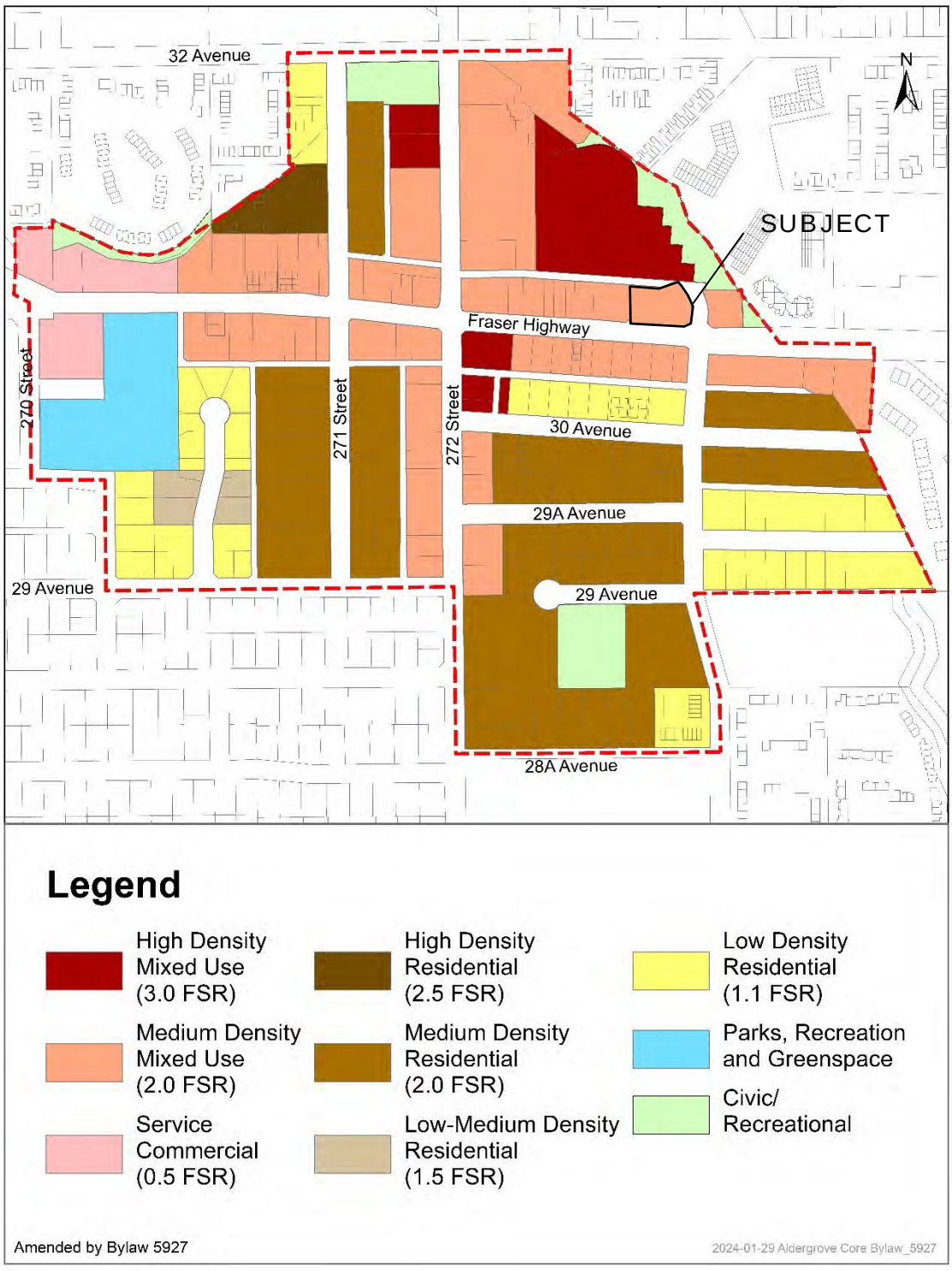
ATTACHMENT A



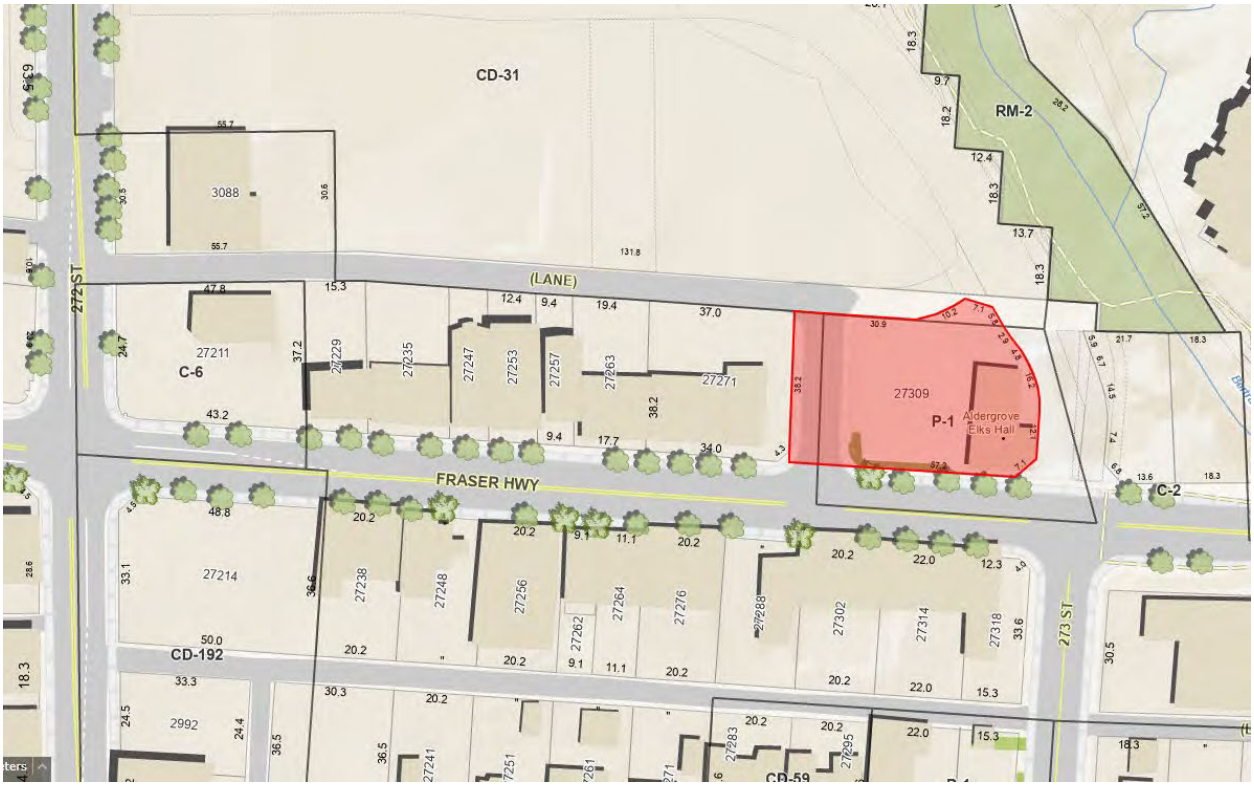
AERIAL PHOTO



ALDERGROVE COMMUNITY PLAN



ALDERGROVE CORE PLAN

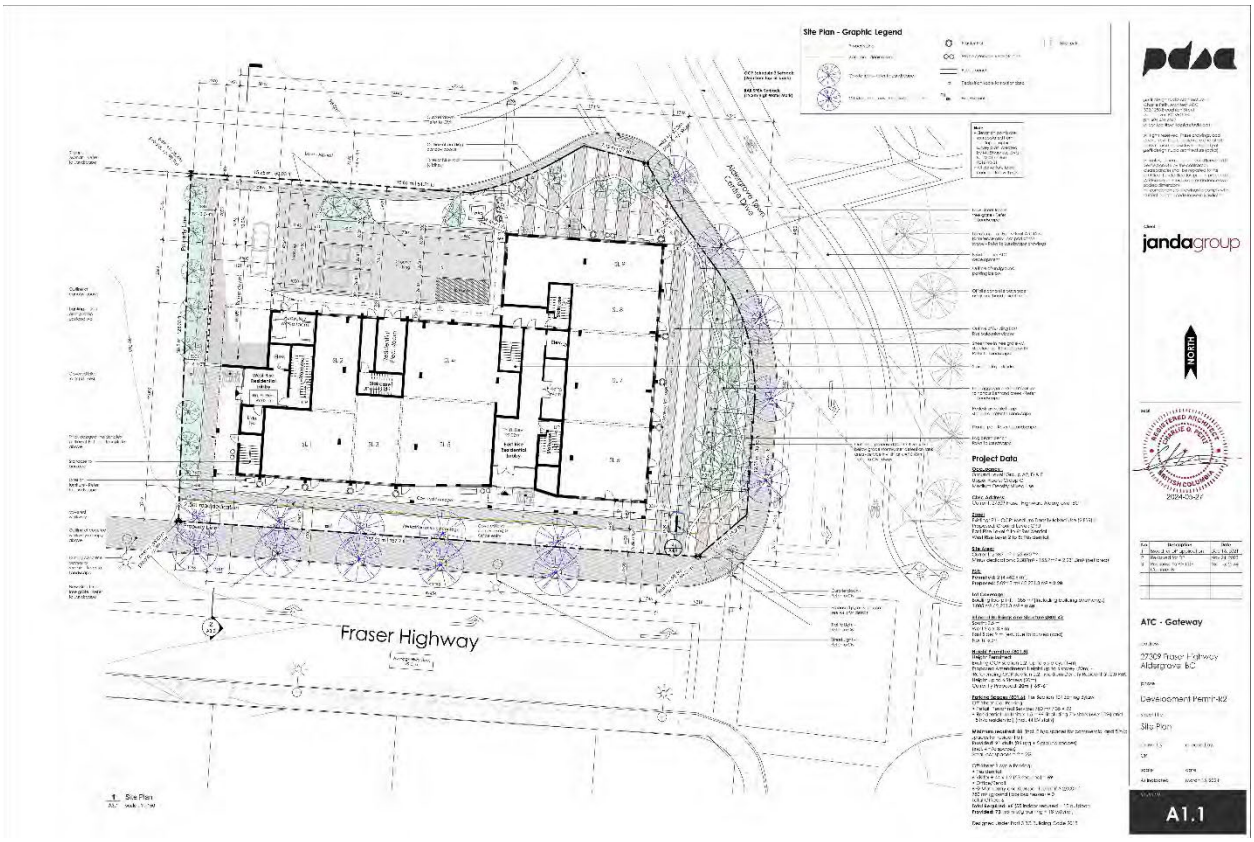


ZONING BYLAW NO. 2500





RENDERINGS – SUBMITTED BY APPLICANT



SITE PLAN – SUBMITTED BY APPLICANT

ATTACHMENT B

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

Development Permit No. 101312

This Permit is issued this _____day of _____, 2024 to:

1. Name: Janda Group Holdings Inc.

   Address: 4770 – 72 Avenue
   Surrey, BC V4K 3N3

2. This permit applies to and only to those lands within the Municipality described as follows and to any and all buildings, structures and other development thereon:

   LEGAL DESCRIPTION: Lot 1 Section 20 Township 8 New Westminster District Plan EPP97379

   CIVIC ADDRESS: 27309 Fraser Highway

3. This Permit is issued subject to compliance with all of the Bylaws of the Municipality of Langley applicable thereto, except as specifically varied or supplemented by this permit as follows:

   a. Building plans being in substantial compliance with Schedule “A”.
   b. Landscape plans being in substantial compliance with Schedule “B” and in compliance with the Subdivision and Development Servicing Bylaw (Schedule I - Tree Protection), the Township’s Street Trees and Boulevard Plantings Policy and Age Friendly Amenity Area requirements.
   c. All signage being in compliance with Schedule “A” and the Township’s Sign Bylaw.
   d. All rooftop mechanical equipment to be screened from view.
   e. All refuse areas to be located in an enclosure and screened.

   Although not part of the development permit requirements, the applicant is advised that prior to issuance of a building permit, the following items will need to be finalized:

   a. Completion of an erosion and sediment control plan and provision of security in accordance with the Erosion and Sediment Control Bylaw.
   b. Completion of a site servicing and stormwater management plan in accordance with the Subdivision and Development Servicing Bylaw.
   c. On-site landscaping to be secured by letter of credit at building permit stage.
   d. Written confirmation from the owner and landscape architect or arborist that tree protection fencing identified in the tree management plan is in place.
   e. Payment of supplemental development permit application fees, Development Cost Charges and building permit administration fees.

4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Permit and any plans and specifications attached as a Schedule to this Permit which shall form a part hereof.

   This Permit is not a Building Permit.

   All developments forming part of this Development Permit shall be substantially commenced within two years after the date the Development Permit is issued.

This permit shall have the force and effect of a restrictive covenant running with the land and shall come into force on the date of an authorizing resolution passed by Council.

It is understood and agreed that the Municipality has made no representations, covenants, warranties, guarantees, promises or agreement (verbal or otherwise) with the developer other than those in this Permit.

This Permit shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

AUTHORIZING RESOLUTION PASSED BY COUNCIL THIS ____ DAY OF _____, 2024

Attachments:
Schedule A Architectural Drawings
Schedule B Landscape Drawings



REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA
2024-05-27

petit design studio architecture - Charlie Petit, Architect AIBC
502 -1288 Broughton Street, Vancouver, BC V6G2B5, Canada
ph: 604.354.9682 | e: contact@petitdesignstudio.com

client:

janda group

ATC - Gateway

27309 Fraser Highway
Aldergrove, BC

Development Permit-R2

March 15, 2024

Project Directory

Client:
Janda Group Inc.
Sonny Janda, Director
4770 72 Street
Delta BC, V4K 3N3
t: 604.618.4069
e: sonny@jandagroup.ca

Architect:
petit design studio architecture
Charlie Petit, Architect AIBC
502 - 1288 Broughton Street
Vancouver BC, V6G 2B5
t: 604.354.9682
e: charlie@petitdesignstudio.com

Structural Engineer:
WHM Structural Engineers
Dan Wicke, P.Eng., Struct. Eng., P.E., S.E.
215 - 2550 Boundary Road
Burnaby BC V5M 3Z3
t: 604.484.2859
e: dwicke@whmengineers.com

Mechanical Consultant:
Rocky Point Engineering Ltd.
Garrett Hunt, P.Eng.
500 - 211 East Georgia Street
Vancouver, BC V6A 1Z6
t: 604.559.8809
e: garrett.hunt@rpeng.ca

Electrical Consultant:
Gager Electrical Consultants
Marc Gager, P.Eng.
20689 56th Avenue
Langley BC, V3A 3Y9
t: 778.277.2225
e: marc.gager@gagerelectrical.com

Landscape Consultant:
PMG Landscape Architects
Rebecca Krebs, MBCSLA | MLA, BED
C100-4185 Still Creek Drive
Burnaby BC, V5C 6G9
t: 604.294.0011
e: mary@pmglandscape.com

Civil Consultant:
Wedler Engineering LLP
Tim Jorgensen, P.Eng.
202-10216 128th Street
Surrey, BC V3T 2Z3
t: 1 (604) 588-1919 ext. 109
e: tjorgensen@wedler.com

Code Consultant:
Jensen Hughes
Robert (Bob) Heikkila, P.Eng., C.P., FEC
500 -1901 Rosser Avenue
Burnaby BC, V5C 6R6
t: 604.684.2384
e: heikkila@jensenhughes.com

Geotechnical Consultant:
GeoPacific Consultants Ltd.
Matt Kokan, P.Eng.
1779 West 75 Avenue
Vancouver, BC, V6P 6P2
t: 604.439.0922
e: kokan@geopacific.ca

Building Envelope Consultant:
-
-
-
-
t: -
e: -

Architectural Drawing Index

A0.1	Notes, Schedules & Key Map
A0.2	Survey - For Reference Only
A1.0	Site Statistics
A1.1	Site Plan
A1.2	Fire Department Site Plan
A1.3	Site Plan - Area Plan
A2.1	Parking Plan - P2
A2.2	Parking Plan - P1
A2.3	Ground Floor
A2.4	Level 2
A2.5	Level 3
A2.6	Level 4
A2.7	Level 5
A2.8	Level 6
A2.9	Roof Plan
A3.1	Sections
A3.2	Sections
A3.3	Sections
A4.1	Elevations
A4.2	Elevations
A4.3	Material Board
A4.4	Signage
A4.5	Canopies
A6.1	Perspective
A6.2	Perspective
A6.3	Perspective

Structural Drawing Index

Landscape Drawing Index

Mechanical Drawing Index

Civil Drawing Index

Electrical Drawing Index

Project Data

Occupancy :
Ground Level: Group A2, D & E
Upper Floors: Group C
Medium Density Mixed Use

Civic Address:
Current: 27309 Fraser Highway, Aldergrove, BC

Zone:
Existing: P1 - OCP: Medium Density Mixed Use (2 FSR)
Proposed: Ground Level: CRU
East Rise Level 2 to 6: Residential
West Rise Level 2 to 5: Residential

Site Area:
Current: 2,387 m² | 25,690 ft²
Minus dedications: 2,387 m² - 155.7 m² = 2,231.3 m² (net area)

FSR:
Permitted: 2 (4,462.6 m²)
Proposed: 5,094.3 m² / 2,231.3 m² = **2.28**

Lot Coverage:
Building footprint: 1,085 m² (including building overhangs)
1,085 m² / 2,231.3 m² = **0.48**

Siting of Buildings and Structures(801.4):
South: 2.5 m
West Side: 3.6 m
East Side: 9 m (est. due to curved road)
North: 5.3m

Height Permitted (801.5):
Height Permitted:
Existing OCP section 2.2: Up to 5 storeys (14m)
Proposed Amendment: Height up to 6 storey (20m) - "Refereencing OCP Section 2.2 - Medium Density Residential, 2.0 FSR, Height up to 6 Storeys (20m)"
Currently Proposed: **20m | 65'-6"**

Parking Spaces (801.6): Per Section 107 Zoning Bylaw
Off-Street Car Parking:
• Retail, Personal Service: 1,085 m² / 35 = 22
• Residential: 44 Units x 1.5 = 66 (including 7 visitors (66 x 10%) and 5 h/c residential) (incl. 4 h/c spaces)

Minimum required: 88 (incl. 4 h/c spaces for commercial and 5 h/c spaces for residential)
Provided: 91 stalls (86 u/g + 5 surface ground spaces)
(incl. 4 h/c spaces)
Small car spaces = 2 = 2%

Off-Street Bicycle Parking:
• Residential:
6 Visitor + 44 x 1.2 (53 secure) = **59**
• Office/Retail:
6 @ Main entry and 0.06 per 100 m² if ≥ 2,000m²
750 m² (ground floor business area) = 0
Total Office: **6**
Total Required: 65 (55 indoor secured + 12 outdoor)
Provided: 73 (55 in u/g parking + 18 exterior)

Designed Under Part 3 BC Building Code 2018

SCHEDULE A

F.1

GENERAL INFORMATION

NOTES:

1. DO NOT SCALE DRAWINGS.

2. ALL WORK TO CONFORM TO THE REGULATIONS FOR PUBLIC SAFETY, FIRE SAFETY, STRUCTURAL SUFFICIENCY, QUALITY AND DURABILITY AS PER B.C. BUILDING CODE (2018)

3. WELLS, ROCK PITS AND DISPOSAL SYSTEMS TO BE LOCATED IN ACCORDANCE WITH THE LOCAL AUTHORITY HAVING JURISDICTION.

4. ANY ELEVATIONS SHOWN ON DRAWINGS ARE ESTIMATED AND MAY REQUIRE ADJUSTMENT TO SUIT SITE CONDITIONS.

5. SITING OF BUILDING TO BE VERIFIED BY LEGAL LAND SURVEYOR PRIOR TO POURING & PLACING OF CONCRETE.

6. ALL CIVIL, STRUCTURAL, MECHANICAL & ELECTRICAL DESIGN & PLANS TO BE DONE BY OTHERS.

7. VERIFY ALL FIXTURE DIMENSIONS AND REQUIRED CLEARANCES BEFORE FRAMING WALLS. (INCL. CABINETS, LOCKERS, MILLWORK ETC.)

8. ALL DIMENSIONS MUST BE CHECKED AND VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. REPORT ANY DISCREPENCIES TO THE DESIGNER.

9. ALL DIMENSIONS ARE TO GRID LINE, TO FACE OF CONCRETE OR FACE OF STUD UNLESS NOTED OTHERWISE

10. DOORS IN STUD WALLS TO BE LOCATED 3" FROM ADJACENT WALL TO ROUGH OPENING U.N.O (TYP.)

11. 'CLR' INDICATES TO FACE OF FINISH.

12. SEE STRUCTURAL DRAWINGS FOR ALL SHEAR WALL LOCATIONS AND ASSEMBLIES

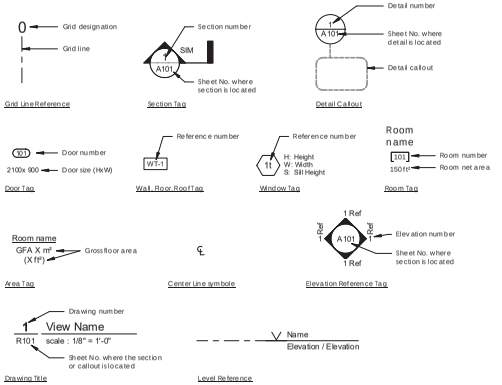
13. SEE STRUCTURAL DRAWINGS FOR ALL FRAMING MEMBERS

14. ALL FLASHING C/W FOLDED END DAMS

15. ALL FASTENERS, HANGERS & FLASHINGS TO BE COMPATIBLE WITH P.T. WOOD

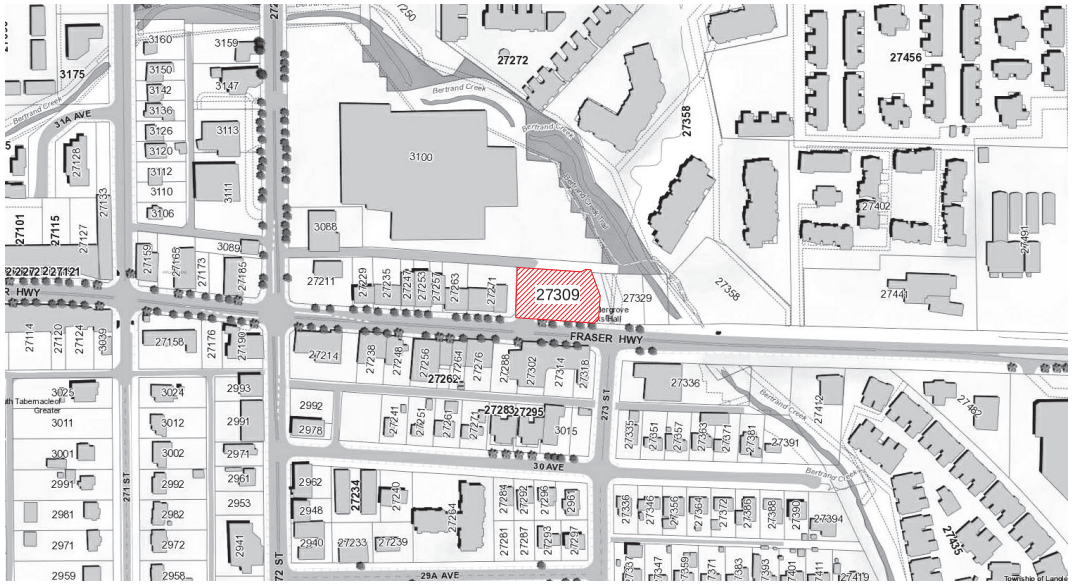
16. CONTRACTOR AND ALL SUBTRADES ARE RESPONSIBLE FOR REVIEW OF ALL DRAWINGS AND SITE CONDITIONS AND SHALL REPORT ANY ERRORS OR DISCREPANCIES TO THE DESIGNER OR ENGINEER IMMEDIATELY PRIOR TO START OF WORK AND ORDERING OF MATERIALS. ANY DISCREPANCIES NOT REPORTED BECOME THE RESPONSIBILITY OF THE CONTRACTOR.

Drawing Symbols



Typical Abbreviations

#	Number	EPDM (Roofing)	Ethylene Propylene Diene M-Class	OPP	Opposite or Opposite Hand
&	And	EQ	Equal	OZ	Ounce
@	At	EXIST	Existing	PCC	Pre-Cast Concrete
ACT	Acoustic Ceiling Tile	EXP JT	Expansion Joint	PLUMB	Plumbing
AD	Area Drain	EXT	Exterior	PLYD	Plywood
AFF	Above Finished Floor	FD	Floor Drain or Fire Department	PT	Pressure Treated
ALUM.	Aluminum	FEC	Fire Extinguisher Cabinet	PNT	Paint or Painted
ANOD.	Anodized	FIXT	Fixture	PVC	Polyvinyl Chloride
BD	Board	FLR	Floor	PWDR	Powder
BSMT	Basement	FM	Filled Metal	RBR	Rubber
BYND	Beyond	FO	Face Of	RCP	Reflected Ceiling Plan
BOT	Bottom	FND	Foundation	RD	Roof Drain
CIP	Cast In Place	GA	Gauge	REF	Refridgirator or Reference
CHNL	Channel	GALV	Galvanized	REQD	Required
CJ	Control Joint	GWB	Gypsum Wall Board	RM	Room
CLG	Ceiling	HC	Hollow Core	SIM	Similar
CLR	Clear	HI	High	SPEC	Specified OR Specification
CMU	Concrete Masonry Unit	HM	Hollow Metal	SPK	Sprinkler or Speaker
COL	Column	HP	High Point	SSTL	Stainless Steel
COMPR	Compressible	HR	Hour	STC	Sound Transmission Coefficient
CONC	Concrete	HRV	Heating Recovery Ventilation	STL	Steel
CONT	Continuous	HVAC	Heating, Ventilating, And Air Conditioning	STRUCT.	Structure or Structural
COORD.	Coordinate	IRGWB	Impact Resistant Gypsum Wall Board	T&G	Tongue And Groove
CPT	Carpet	ILO	In Lieu Of	TELE	Telephone
CT	Ceramic Tile	INSUL	Insulated or Insulation	TLT	Toilet
CTYD	Courtyard	INT	Interior	TME	To Match Existing
C/W	Completed With	LO	Low	TO.	Top Of
DBL	Double	MAX	Maximum	T.O.C.	Top Of Concrete
DEMO	Demolish or Demolition	MO	Masonry Opening	T.O.S.	Top Of Steel
DIA	Diameter	MECH	Mechanical	TPD	Toilet Paper Dispenser
DIM	Dimension	MEMBR	Membrane	T/D	Telephone/Data
DIMS	Dimensions	MIN	Minimum	TYP.	Typical
DN	Down	MRGWB	Moisture-Resistant Gypsum Wall Board	U.N.O.	Unless Noted Otherwise
DR	Door	MTL	Metal	U/S	Underside
DWG	Drawing	NIC	Not In Contract	VIF	Verify in Field
EA	Each	No.	Number	VP	Vision Panel
EJ	Expansion Joint	NOM	Nominal	W/	With
EL	Elevation	OC	On Center	WC	Water Closet
ELEC	Electrical	OH	Overhang or Opposite Hand	WD	Wood
ELEV	Elevator or Bevation				



1 Key Map
scale : 1 : 1750

pdsa

pdsa design studio architecture
Charlie Petit, Architect AIBC
302-1288 Broughton Street,
Vancouver, BC V6G 2B5
ph: 604.354.9982
e: contact@petitdesignstudio.com

All rights reserved. These drawings, cad and/or revit files or design are and at all times remain the exclusive property of *pdsa* design studio architecture (pdsa).

All notes, dimensions and conditions shall be verified on site by the contractor, discrepancies shall be reported to the architect for clarification prior to proceeding. Written dimensions take precendence over scaled dimensions.
All components of drawings to comply with current building code in use in jurisdiction.

Client:

janda group

seal

REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA

2024-05-27

No.	Description	Date
1	Issued for DP application	Dec 16, 2021
2	Re-Issued for DP	Nov 24, 2023

ATC - Gateway

address

27309 Fraser Highway
Aldergrove, BC

phase

Development Permit-R2

sheet title

Notes, Schedules & Key Map

drawn by: CP
checked by: -
scale: As indicated
date: March 15, 2024

sheet no.

A0.1

Project Data

Occupancy :
Ground Level: Group A2, D & E
Upper Floors: Group C
Medium Density Mixed Use

Civic Address:
Current: 27309 Fraser Highway, Aldergrove, BC

Zone:
Existing: P1 - OCP: Medium Density Mixed Use (2 FSR)
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East Rise Level 2 to 6: Dwellings
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Site Area:
Current: 2,387 m^2 | 25,690 ft^2
Minus dedications: 2,387m^2 - 155.7m^2 = 2,231.3m^2 (net area)

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Proposed: 5,094.3 m^2 / 2,231.3 m^2 = **2.28**

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West Side: 3.6 m
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Height Permitted:
Existing OCP section 2.2: Up to 5 storeys (14m)
Proposed Amendment: Height up to 6 storey (20m) - 'Referencing OCP Section 2.2 - Medium Density Residential, 2.0 FSR, Height up to 6 Storeys (20m)'
Currently Proposed: **20m | 65'-6"**

Parking Spaces (801.6): Per Section 107 Zoning Bylaw
Off-Street Car Parking:
- Retail, Personnal Service: 750 m^2 / 35 = 22
- Residential: 44 Units x 1.5 = 66 (including 7 visitors (66 x 10%) and 5 h/c residential) (incl. 44 EV stalls)

Minimum required: 88 (incl. 2 h/c spaces for commercial and 5 h/c spaces for residential)
Provided: 91 stalls (86 u/g + 5 ground spaces)
(incl. 4 h/c spaces)
Small car spaces = 2 = 2%

Off-Street Bicycle Parking:
- Residential:

6 Visitor + 44 x 1.2 (53 secured) = **59**
- Office/Retail:

6 @ Main entry and 0.06 per 100 m^2 if ≥ 2,000m^2
750 m^2 (ground floor businesses) = 0
Total Office: **6**
Total Required: 65 (55 indoor secured + 12 outdoor)
Provided: 73 (55 in u/g parking + 18 exterior)

Designed Under Part 3 BC Building Code 2018

Age Friendly Amenity Area Calculation
Amenity Area 1 located on Level 2 rooftop patio
44 units @ 4m2 per Apartment unit = 176 m^2
Total AFAA required: 176m^2
Total AFAA proposed: 193.9m^2 (Play area: 20m^2 / Social Gathering Area: 140m^2 / Associated Landscape: 24m^2)

Unit count & Area Summary per floor

Level	Count	Area sqm	Area sqft
East Rise			
Level 2	4	309.5	3,331
Level 3	6	453	4,877
Level 4	6	453	4,877
Level 5	6	453	4,877
Level 6	6	427.7	4,603
		2,096.3	22,564
Ground Floor			
Ground Level	9	717	7,718
		717	7,718
West Rise			
Level 2	4	302.9	3,260
Level 3	4	302.9	3,260
Level 4	4	302.9	3,260
Level 5	4	302.9	3,260
		1,211.5	13,041
TOTAL: 53		4,024.8	43,323

Common Area Summary per floor

Level	Count	Area sqm	Area sqft
East Rise			
Level 2	4	186.8	2,010
Level 3	1	43.2	465
Level 4	1	43.2	465
Level 5	1	43.2	465
Level 6	1	43.2	465
		359.6	3,870
Ground Floor			
Ground Level	8	194.8	2,096
		194.8	2,096
West Rise			
Level 2	1	36.6	394
Level 3	1	36.6	394
Level 4	1	36.6	394
Level 5	1	36.6	394
		146.5	1,577
TOTAL: 20		700.9	7,544

Major Vertical Penetration Area Summary

Level	Count	Area sqm	Area sqft
East Rise			
Level 2	3	33.6	362
Level 3	3	33.6	362
Level 4	3	33.6	362
Level 5	3	33.6	362
Level 6	3	33.6	362
		168.2	1,810
Ground Floor			
Ground Level	6	71.2	766
		71.2	766
West Rise			
Level 2	3	32.5	350
Level 3	3	32.5	350
Level 4	3	32.5	350
Level 5	3	32.5	350
		130.1	1,401
TOTAL: 33		369.5	3,977

Exterior Area Summary

Name	Area sqm	Area sqft	Comments
Level 2			
Roof Top Patio	193.9	2,088	
TOTAL	193.9	2,088	

GFA Calculation

Name	Area sqm	Area sqft	%
East Rise - Level 2	529.9	5,704	6
East Rise - Level 3	529.9	5,704	6
East Rise - Level 4	529.9	5,704	6
East Rise - Level 5	529.9	5,704	6
East Rise - Level 6	504.5	5,430	5
Residential Ground Floor	230.3	2,479	2
Retail/PB Ground Floor	751.9	8,093	8
West Rise - Level 2	372	4,005	4
West Rise - Level 3	372	4,005	4
West Rise - Level 4	372	4,005	4
West Rise - Level 5	372	4,005	4
Total GFA	5,094.3	54,835	55
Excluded			
East Rise Balconies	263.8	2,839	3
Level 2 Roof Top	193.9	2,088	2
P1	1,825	19,644	20
P2	1,825	19,644	20
West Rise Balconies	82.9	892	1
Total Excluded GFA	4,190.6	45,107	45

Permitted FSR: 2 (4,462.6 m^2)
Proposed FSR: 5,094.3 m^2 / 2,231.3 m^2 = **2.28**

Residential Unit Mix Summary

Unit Type	Count	%
1 Bed	5	11.5%
1 Bed + Den	5	11.5%
2 Bed	34	77%
TOTAL	44	100%

Amenity Area

Name	Area sqm	Area sqft
AS#1	70.6	760
AS#3	30.5	328
AS#2	23.2	250
Roof Top Patio	193.9	2,088
TOTAL: 4	318.3	3,426

Site Area Calculation

Name	Area sqm	Area sqft	%
Building Footprint			
Residential Ground Floor	230.3	2,479	10
Retail/PB Ground Floor	751.9	8,093	31
	982.1	10,572	41
Hardscape			
East Plaza	325.7	3,506	14
North Plaza	146.8	1,580	6
North Sidewalk	65.1	701	3
Parking & Loading	249.7	2,688	10
Parking Ramp	140.5	1,512	6
South Sidewalk	348.6	3,752	15
Transformer	15.4	165	1
	1,291.7	13,904	54
Softscape			
Landscape	114	1,227	5
	114	1,227	5
Total	2,387.8	25,702	100

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jandagroup

seal
REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA
2024-05-27

No.	Description	Date
2	Re-Issued for DP	Nov 24, 2023
3	Response to AHJ DP Comments	Mar 15, 2024

ATC - Gateway

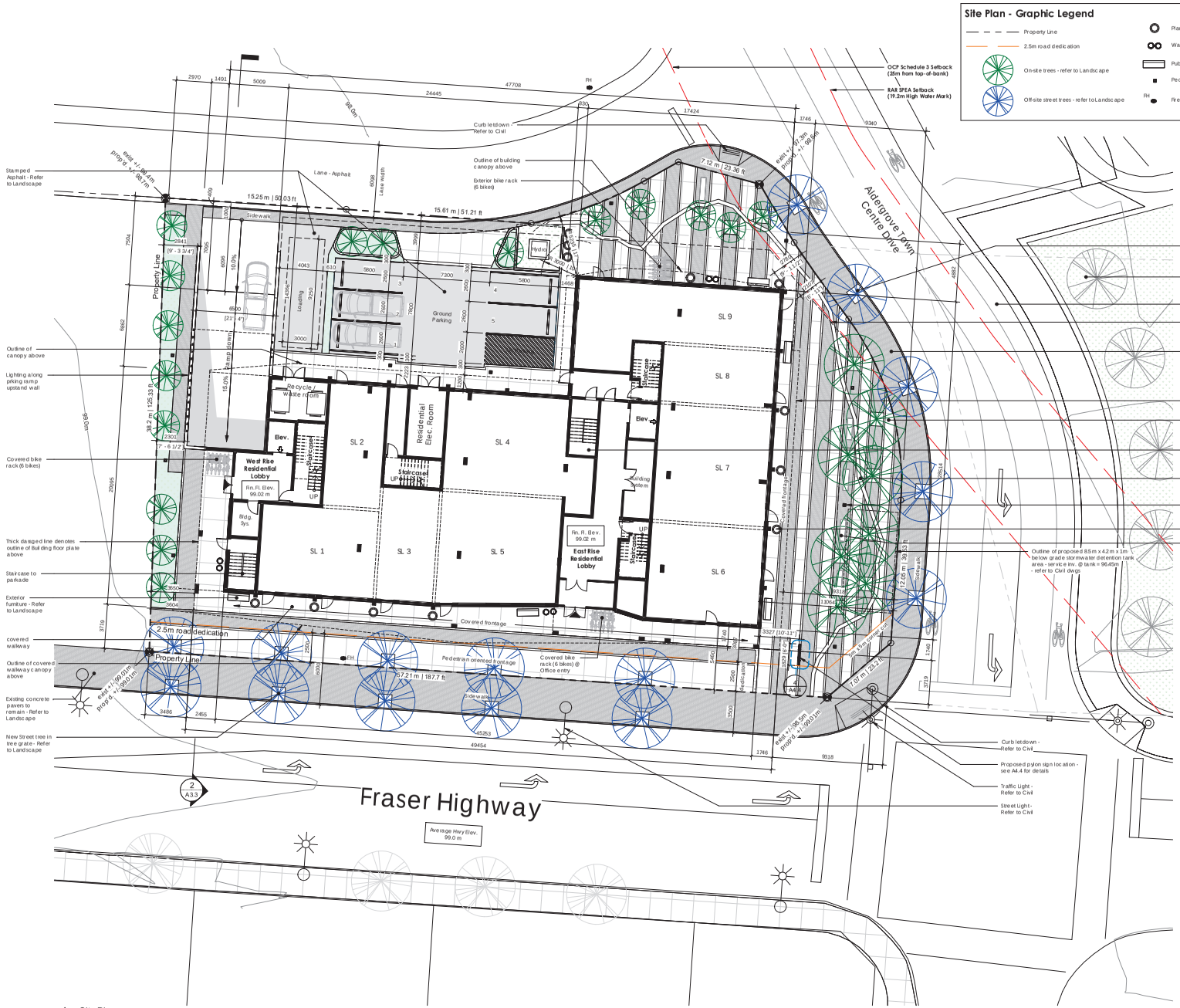
address
27309 Fraser Highway
Aldergrove, BC

phase
Development Permit-R2

sheet title
Site Statistics

drawn by: CP
checked by: -
scale: 1 : 50
date: March 15, 2024

sheet no.
A1.0



Note:
- Elevation points are extrapolated from the 'topographic survey plan' created by MidStanney, dwg No. V01 dated 2018-10-31
- All elevations to be coordinated with Civil

Project Data

Occupancy :
Ground Level: Group A2, D & E
Upper Floors: Group C
Medium Density Mixed Use

Civic Address:
Current: 27309 Fraser Highway, Aldergrove, BC

Zone:
Existing: P1 - OCP: Medium Density Mixed Use (2 FSR)
Proposed: Ground Level: CRU
East Rise Level 2 to 6: Residential
West Rise Level 2 to 5: Residential

Site Area:
Current: 2,387 m² | 25,690 ft²
Minus dedications: 2,387m² - 155.7m² = 2,231.3m² (net area)

FSR:
Permitted: 2 (4,462.6 m²)
Proposed: 5,094.3 m² / 2,231.3 m² = **2.28**

Lot Coverage:
Building footprint: 1,085 m² (Including building overhangs)
1,085 m² / 2,231.3 m² = **0.48**

Siting of Buildings and Structures(801.4):
South: 2.5 m
West Side: 3.6 m
East Side: 9 m (est. due to curved road)
North: 5.3m

Height Permitted (801.5):
Height Permitted:
Existing OCP section 2.2: Up to 5 storeys (14m)
Proposed Amendment: Height up to 6 storey (20m) - "Referencing OCP Section 2.2 - Medium Density Residential, 2.0 FSR, Height up to 6 Storeys (20m)"
Currently Proposed: **20m | 65'-6"**

Parking Spaces (801.6): Per Section 107 Zoning Bylaw
Off-Street Car Parking:
- Retail, Personnal Service: 750 m² / 35 = 22
- Residential: 44 Units x 1.5 = 66 (including 7 visitors (66 x 10%) and 5 h/c residential) (incl. 44 EV stalls)

Minimum required: 88 (incl. 2 h/c spaces for commercial and 5 h/c spaces for residential)
Provided: 91 stalls (86 u/g + 5 ground spaces)
(incl. 4 h/c spaces)
Small car spaces = 2 = 2%

Off-Street Bicycle Parking:
- Residential:
6 Visitor + 44 x 1.2 (53 secured) = **59**
- Office/Retail:
6 @ Main entry and 0.06 per 100 m² if ≥ 2,000m²
750 m² (ground floor businesses) = 0
Total Office: 6
Total Required: 65 (55 indoor secured + 12 outdoor)
Provided: 73 (55 in u/g parking + 18 exterior)

Designed Under Part 3 BC Building Code 2018

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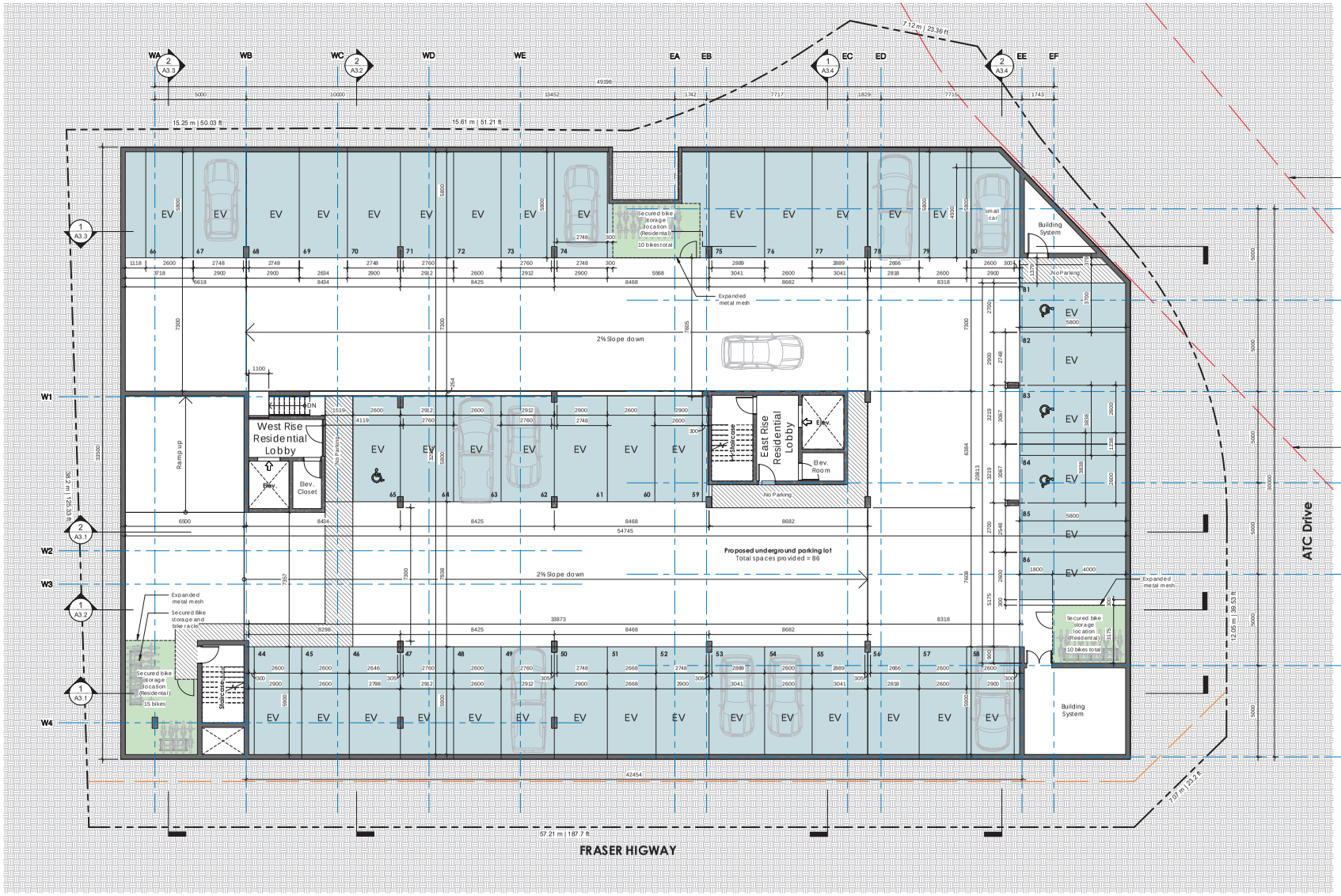
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27309 Fraser Highway
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phase
Development Permit-R2

sheet title
Site Plan

drawn by: CP
checked by: -
scale: As indicated
date: March 15, 2024

sheet no.
A1.1



1 Parking Level - P2
A3.1 scale : 1 : 100

Legend

- Residential Parking
  Required: 66 (Including 7 Visitors)
  Provided: 67 (Including 7 visitors and 5 h/c spaces) u/g
- Office/Retail Parking
  Required: 22
  Provided: 24 (5 exterior + 19 u/g)
- Secured bike storage in u/g parking
  Provided: 55 spaces
  + 3 exterior bike racks (6 bikes each)
  @ ground level = 18

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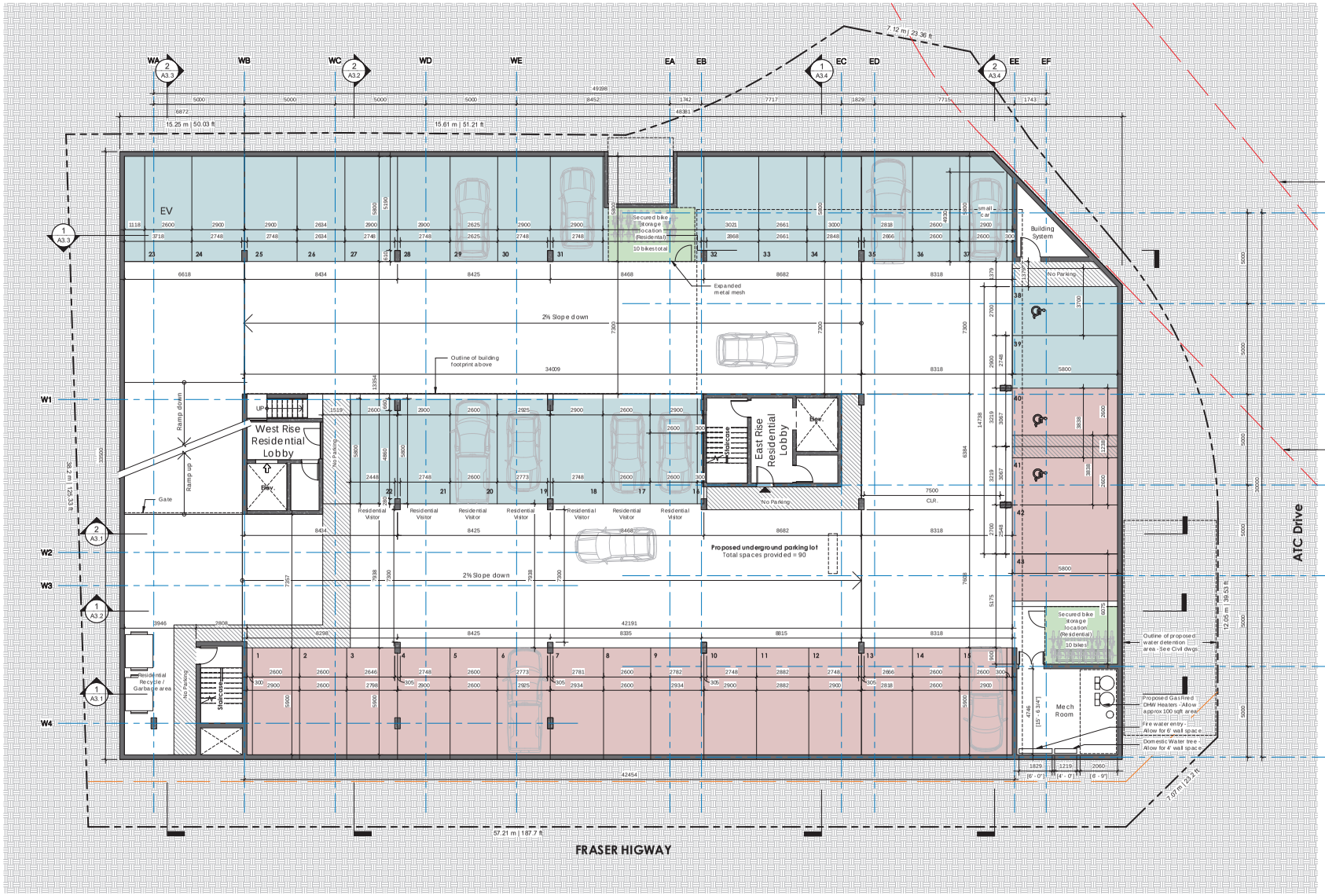
address
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Aldergrove, BC

phase
Development Permit-R2

sheet title
Parking Plan - P2

drawn by: CP
checked by: -
scale: As indicated
date: March 15, 2024

sheet no.
A2.1



1 Parking Level
A3.1 scale : 1 : 100

Legend

- Residential Parking
  Required: 66 (Including 7 Visitors)
  Provided: 67 (Including 7 Visitors and 5 h/c spaces) u/g
- Office/Retail Parking
  Required: 22
  Provided: 24 (5 exterior + 19 u/g)
- Secured bike storage in u/g parking
  Provided: 55 spaces
  + 3 exterior bike racks (6 bikes each)
  @ ground level = 18

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Aldergrove, BC

phase
Development Permit-R2

sheet title
Parking Plan - P1

drawn by	checked by
CP	-
scale	date
As indicated	March 15, 2024

sheet no.
A2.2



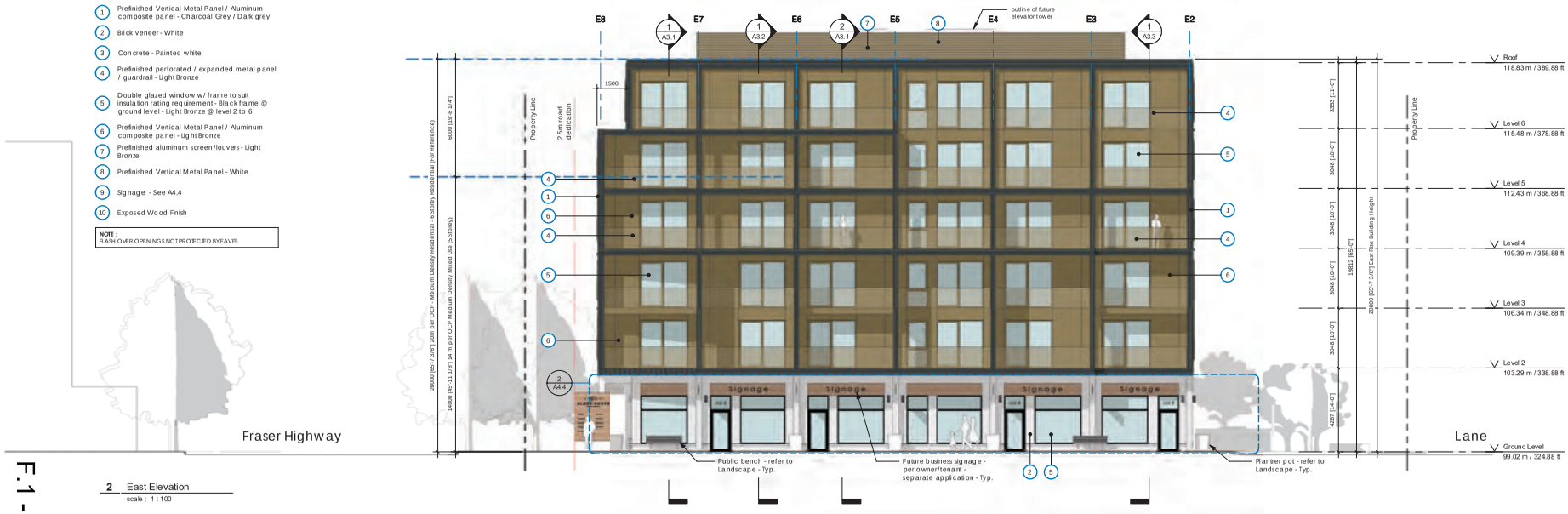
1 South Elevation
scale : 1 : 100

Note:
Building Average Grade = 99.0 m
Building Height = 19.2 m

Exterior Finishes Legend

1. Prefinished Vertical Metal Panel / Aluminum composite panel - Charcoal Grey / Dark grey
2. Brick veneer - White
3. Concrete - Painted white
4. Prefinished perforated / expanded metal panel / guardrail - Light Bronze
5. Double glazed window w/ frame to suit insulation rating requirement - Black frame @ ground level - Light Bronze @ level 2 to 6
6. Prefinished Vertical Metal Panel / Aluminum composite panel - Light Bronze
7. Prefinished aluminum screen/louvers - Light Bronze
8. Prefinished Vertical Metal Panel - White
9. Signage - See A4.4
10. Exposed Wood Finish

NOTE :
FLASH OVER OPENINGS NOT PROJECTED BY EAVES



2 East Elevation
scale : 1 : 100

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ATC - Gateway

address
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phase
Development Permit-R2

sheet title
Elevations

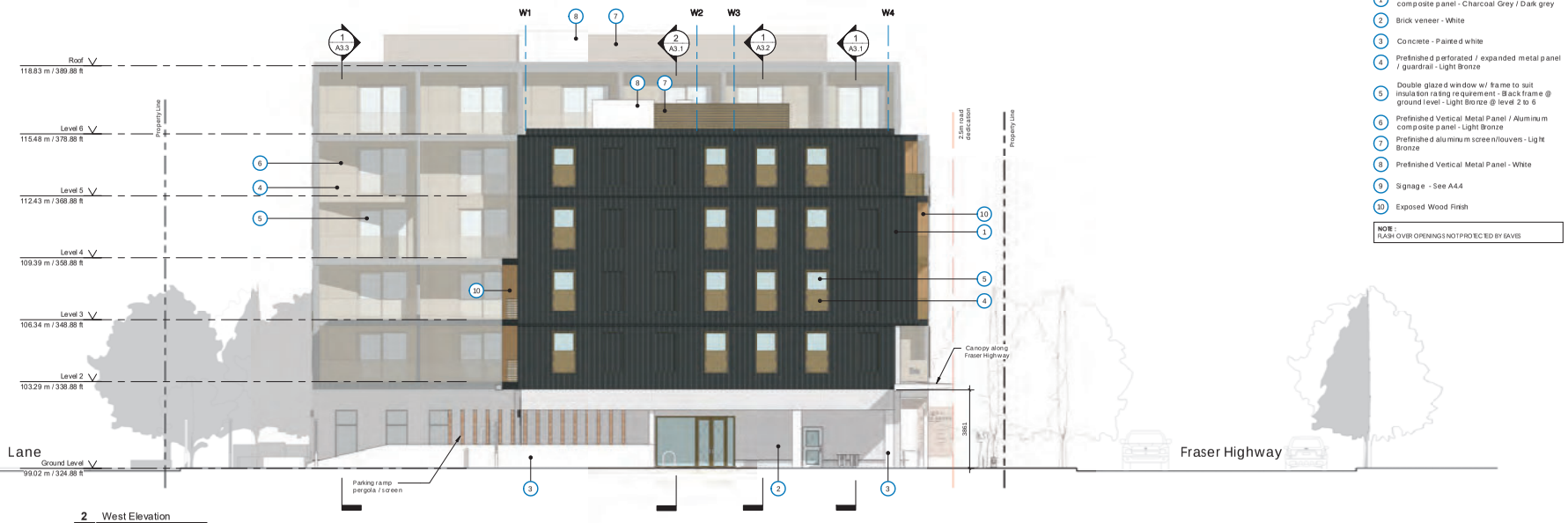
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checked by: -
scale: 1 : 100
date: March 15, 2024

sheet no.
A4.1



1 North Elevation
scale : 1 : 100

Note:
Building Average Grade = 99.0 m
Building Height = 19.2 m



2 West Elevation
scale : 1 : 100

Exterior Finishes Legend

1. Prefinished Vertical Metal Panel / Aluminum composite panel - Charcoal Grey / Dark grey
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7. Prefinished aluminum screen/louvers - Light Bronze
8. Prefinished Vertical Metal Panel - White
9. Signage - See A4.4
10. Exposed Wood Finish

NOTE :
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sheet title
Elevations

drawn by: CP
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scale: 1 : 100
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sheet no.
A4.2



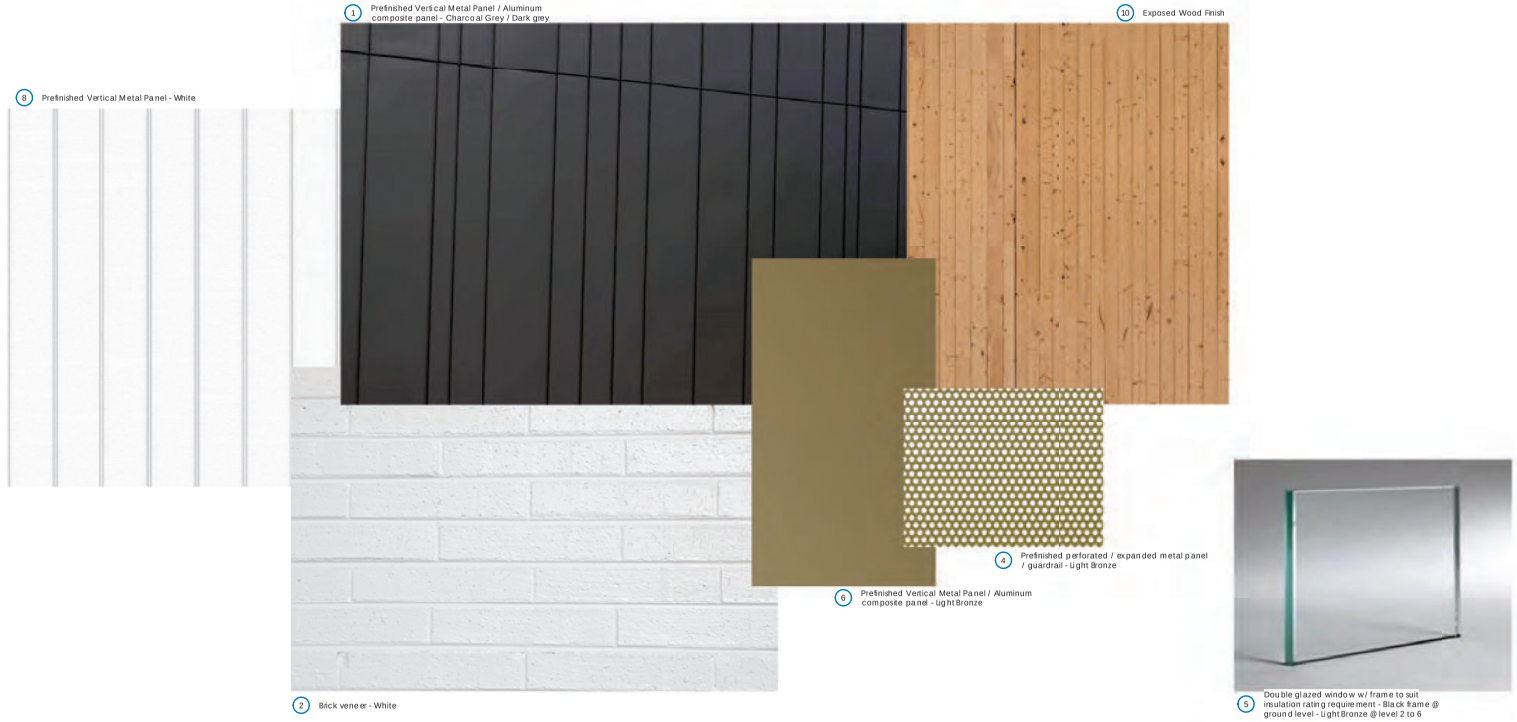
1 South Elevation

scale : 1 : 100

Exterior Finishes Legend

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8. Prefinished Vertical Metal Panel - White
9. Signage - See A4.4
10. Exposed Wood Finish

NOTE :
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address

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phase

Development Permit-R2

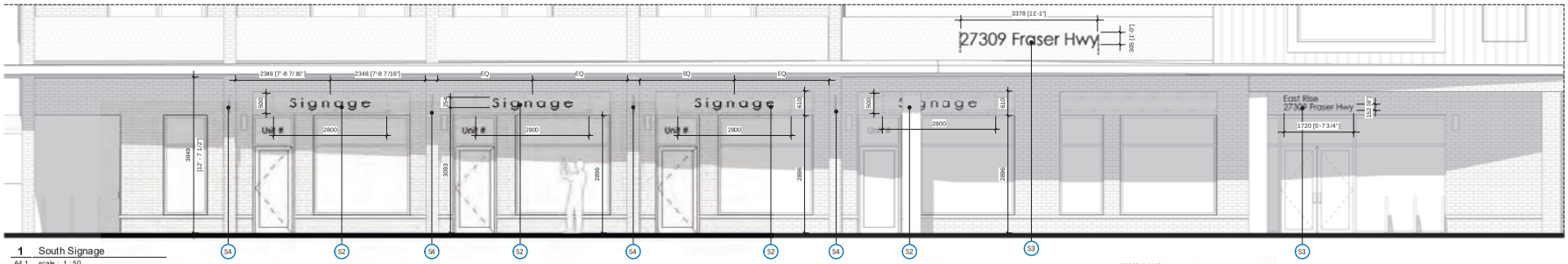
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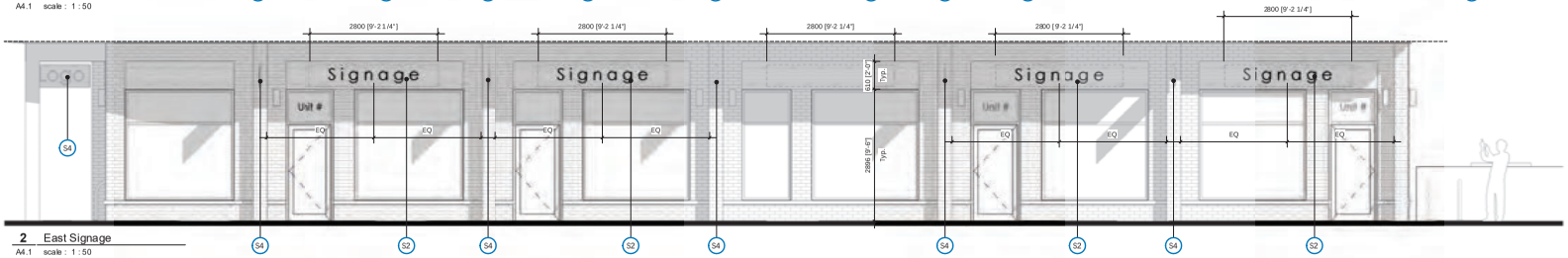
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CP	-
scale	date
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sheet no.

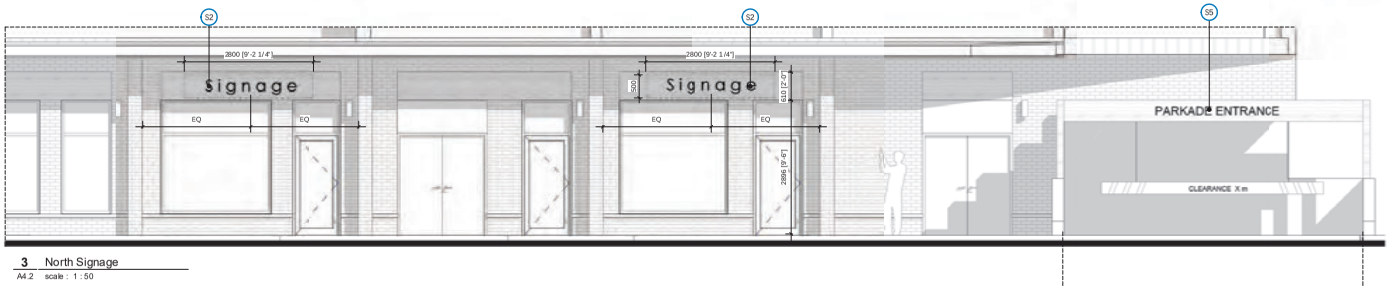
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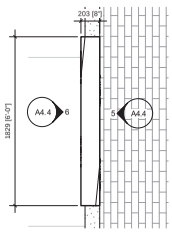
1 South Signage
A4.1 scale : 1 : 50



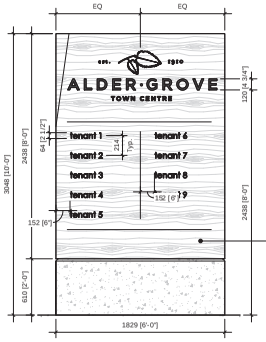
2 East Signage
A4.1 scale : 1 : 50



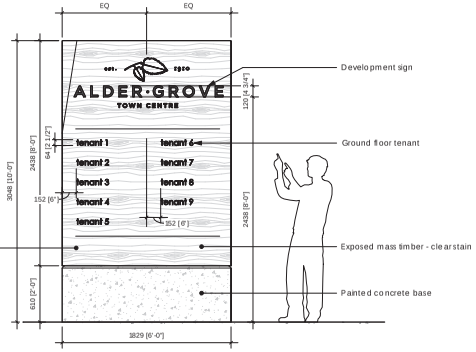
3 North Signage
A4.2 scale : 1 : 50



4 Pylon Sign - Plan detail
A1.1 scale : 1 : 25



5 Pylon Sign - East Elevation
A4.4 scale : 1 : 25



6 Pylon Sign - West Elevation
A4.4 scale : 1 : 25

Signage Notes - Legend

S1 Development Signage - Pylon Sign **(by owner)**
- 6' x 10' stand alone structure: 2' painted concrete base + 8' exposed mass timber (clear stain)
- Individual cut-out or silhouette letters not more than 120mm
- Externally lit or backlit as per design

S2 Commercial - Flush mount sign on fascia / Individual cut-out or silhouette letters **(by tenant)**
- Mounted on wall face / Storefront (as per aldergrove community plan-acp)
- Fitting within a 50 cm x 280 cm (1.4 m²) horizontal rectangle
- Signage area to be less than 0.6 m² per lineal metre of building face (as per tol - bylaw 4927)
- Centered and at a height of 2.4 m (8')
- Graphic design per tenant (to be approved)
- Integrated light or externally lit as per design (to be approved)

S3 Building sign **(by owner)**
- Individual letters not exceeding 45 cm (18") in height (as per aldergrove community plan-acp)
- Externally lit (to be approved)
- Signage area to be less than 0.6 m² per lineal metre of building face (as per tol - bylaw 4927)

S4 Commercial signage - Suspended Blade Sign **(by tenant)**
- Suspended from canopy (as per aldergrove community plan-acp) at a u/s height of 8' min.
- Fitting within a 50 cm x 120 cm (0.6 m²) horizontal rectangle
- Graphic design per tenant (to be approved)
- Integrated light or externally lit as per design

S5 Identification signage **(by owner)**
- Silhouette letter signs - (as per aldergrove community plan-acp)
- Signage area to be less than 0.6 m² per lineal metre of building face (as per tol - bylaw 4927)
- At a height of maximum 4 m (12') and minimum of 2.1 m (7')
- Gooseneck light, backlit or no lighting, as per design

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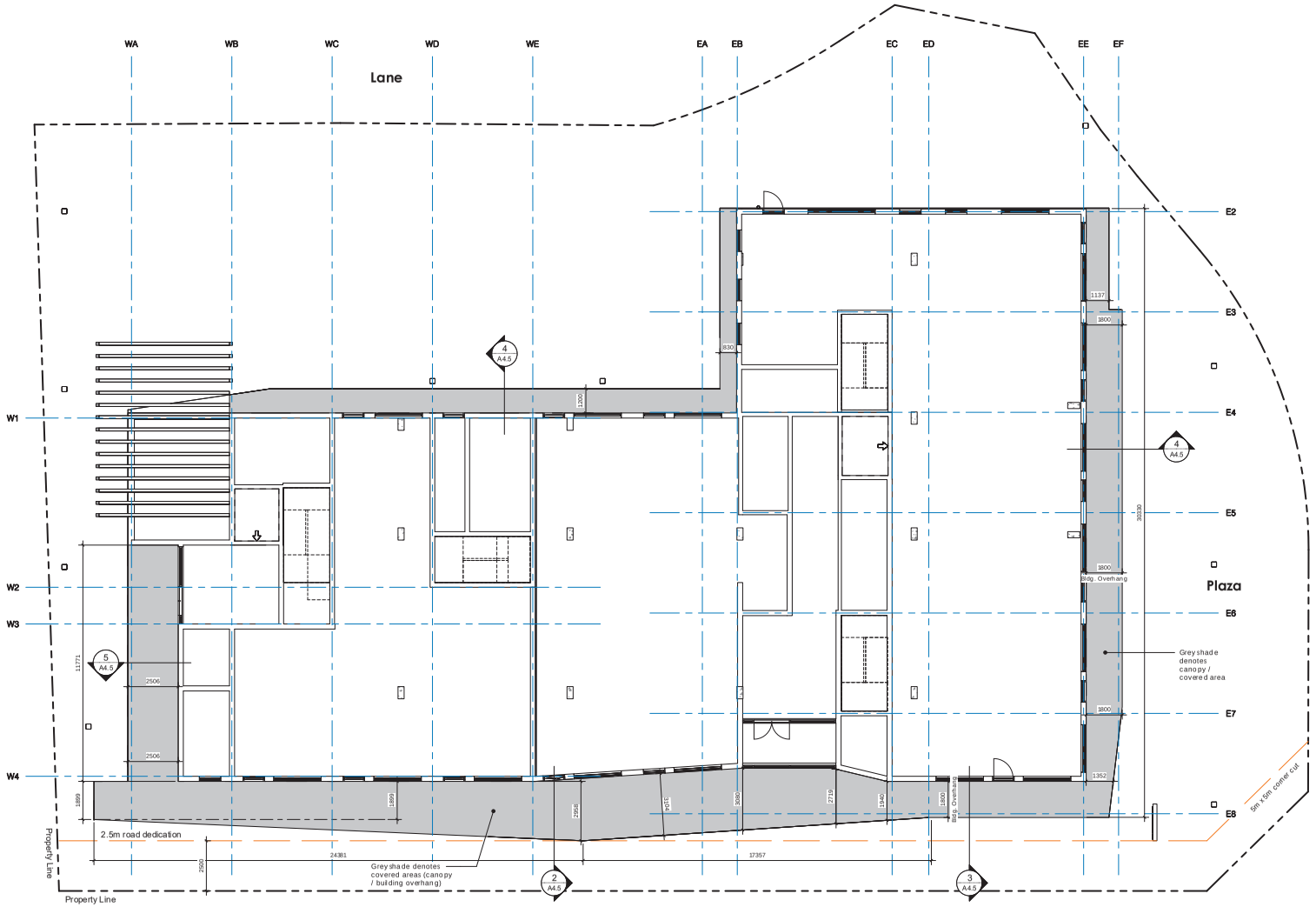
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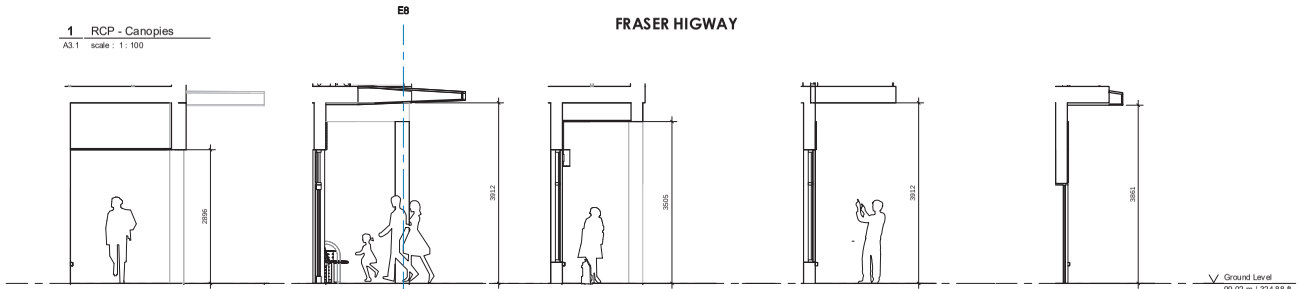
phase
Development Permit-R2

sheet title
Signage

drawn by: CP
checked by: -
scale: As indicated
date: March 15, 2024

sheet no.
A4.4





1 RCP - Canopies
A3.1 scale : 1 : 100

5 Along West Rise Access
A4.5 scale : 1 : 50

2 Canopy Along Fraser Hwy
A4.5 scale : 1 : 50

3 Building Overhan Along Fraser Hwy
A4.5 scale : 1 : 50

4 Overhang Along Plaza
A4.5 scale : 1 : 50

6 Along Lane
A2.3 scale : 1 : 50

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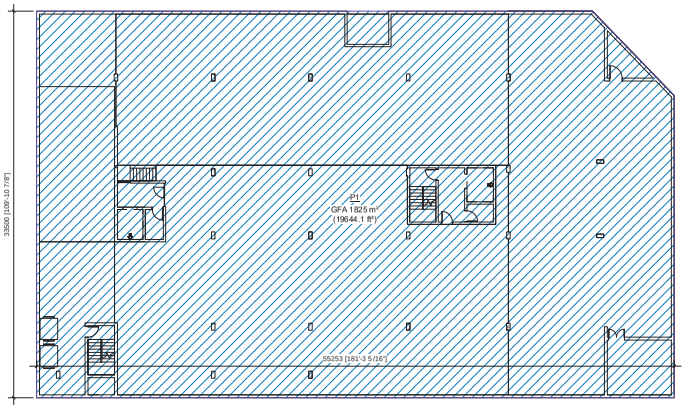
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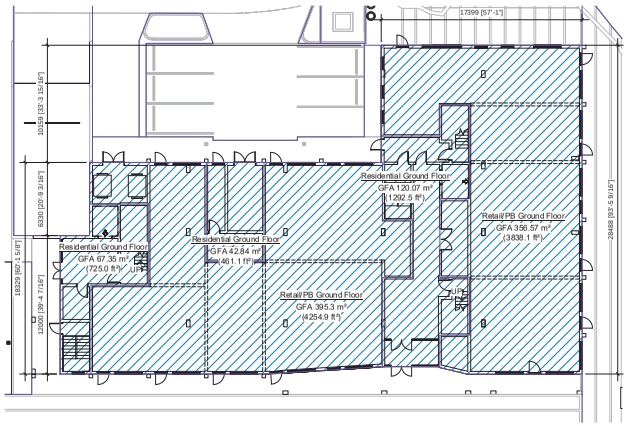
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Canopies

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checked by: -
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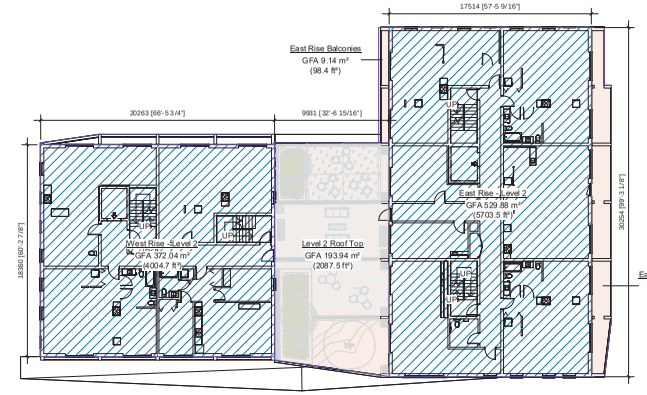
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A4.5



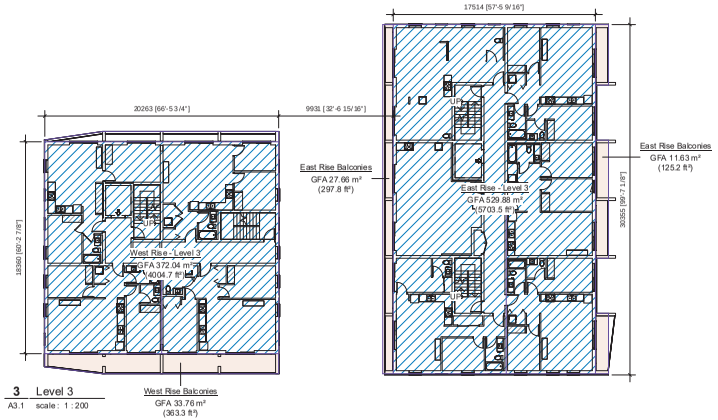
0 Parking Level - P1 & P2
A3.1 scale : 1 : 200



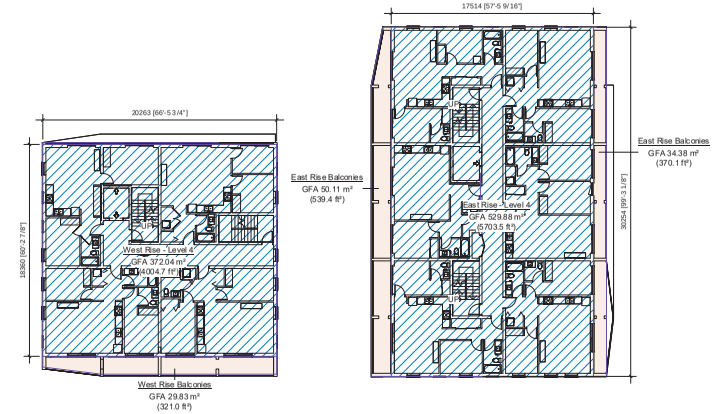
1 Ground Level
A3.1 scale : 1 : 200



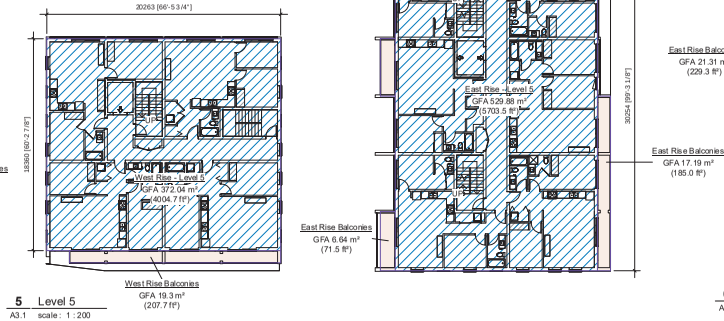
2 Level 2
A3.1 scale : 1 : 200



3 Level 3
A3.1 scale : 1 : 200



4 Level 4
A3.1 scale : 1 : 200



5 Level 5
A3.1 scale : 1 : 200

6 Level 6 - East Rise
A3.1 scale : 1 : 200

Gross Floor Area Calculation

Name	Area sqm	%
East Rise - Level 2	529.9	6
East Rise - Level 3	529.9	6
East Rise - Level 4	529.9	6
East Rise - Level 5	529.9	6
East Rise - Level 6	504.5	5
Residential Ground Floor	230.3	2
Retail/PB Ground Floor	751.9	8
West Rise - Level 2	372	4
West Rise - Level 3	372	4
West Rise - Level 4	372	4
West Rise - Level 5	372	4
Total GFA	5,094.3	55
Excluded		
East Rise Balconies	263.8	3
Level 2 Roof Top	193.9	2
P1	1,825	20
P2	1,825	20
West Rise Balconies	82.9	1
Total Excluded GFA	4,190.6	45

Permitted FSR: **2** | 2,231.3 x 2 = 4,462.6 m²
Proposed FSR: 5,094.3 m² / 2,231.3 m² = **2.28**

pdsa

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All components of drawings to comply with current building code in use in jurisdiction.

Client:
jandagroup

NORTH

seal
REGISTERED ARCHITECT
CHARLIE D. PETIT
BRITISH COLUMBIA
2024-05-27

No.	Description	Date
2	Re-Issued for DP	Nov 24, 2023
3	Response to AHJ DP Comments	Mar 15, 2024

ATC - Gateway

address
27309 Fraser Highway
Aldergrove, BC

phase
Development Permit-R2

sheet title
Area Plan

drawn by CP | checked by -
scale 1 : 200 | date March 15, 2024

sheet no.
A5.1



From Fraser Hwy towards North West



East Elevation



From Fraser Hwy Looking North West



From ATC Drive towards West

RENDERINGS ARE CONCEPTUAL FOR REPRESENTATIONAL PURPOSES ONLY AND SUBJECT TO VARIANCES.
VARIANCES MAY INCLUDE, BUT ARE NOT LIMITED TO, VIEWS AND EXPOSURE TO LIGHT, FINISHES FOR THE FINAL PRODUCT, AS WELL AS LAYOUT AND INCLUDED FEATURES IN THE FINISHED PRODUCT.

pdsa

pdsa design studio architecture
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Client:

janda group

seal

REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA

2024-05-27

No.	Description	Date
2	Re-issued for DP	Nov 24, 2023

ATC - Gateway

address
27309 Fraser Highway
Aldergrove, BC

phase
Development Permit-R2

sheet title
Perspective

drawn by: CP
checked by: -
scale:
date: March 15, 2024

sheet no.
A6.1



From ATC Drive towards South West



West walkway looking towards South East



From Lane towards South East

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All components of drawings to comply with current building code in use in jurisdiction.

Client:

janda group

seal

REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA

2024-05-27

No.	Description	Date
2	Re-issued for DP	Nov 24, 2023

ATC - Gateway

address

27309 Fraser Highway
Aldergrove, BC

phase

Development Permit-R2

sheet title

Perspective

drawn by: CP
checked by: -
scale:
date: March 15, 2024

sheet no.

A6.2



From Fraser Highway towards North East



View along Fraser Hwy looking West



View looking East along Fraser Highway



East Rise Main entry along Fraser Highway



Close up view from ATC Drive toward plaza

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All components of drawings to comply with current building code in use in jurisdiction.

Client:
jandagroup

seal
REGISTERED ARCHITECT
CHARLIE O. PETIT
BRITISH COLUMBIA
2024-05-27

No.	Description	Date
2	Re-issued for DP	Nov 24, 2023

ATC - Gateway

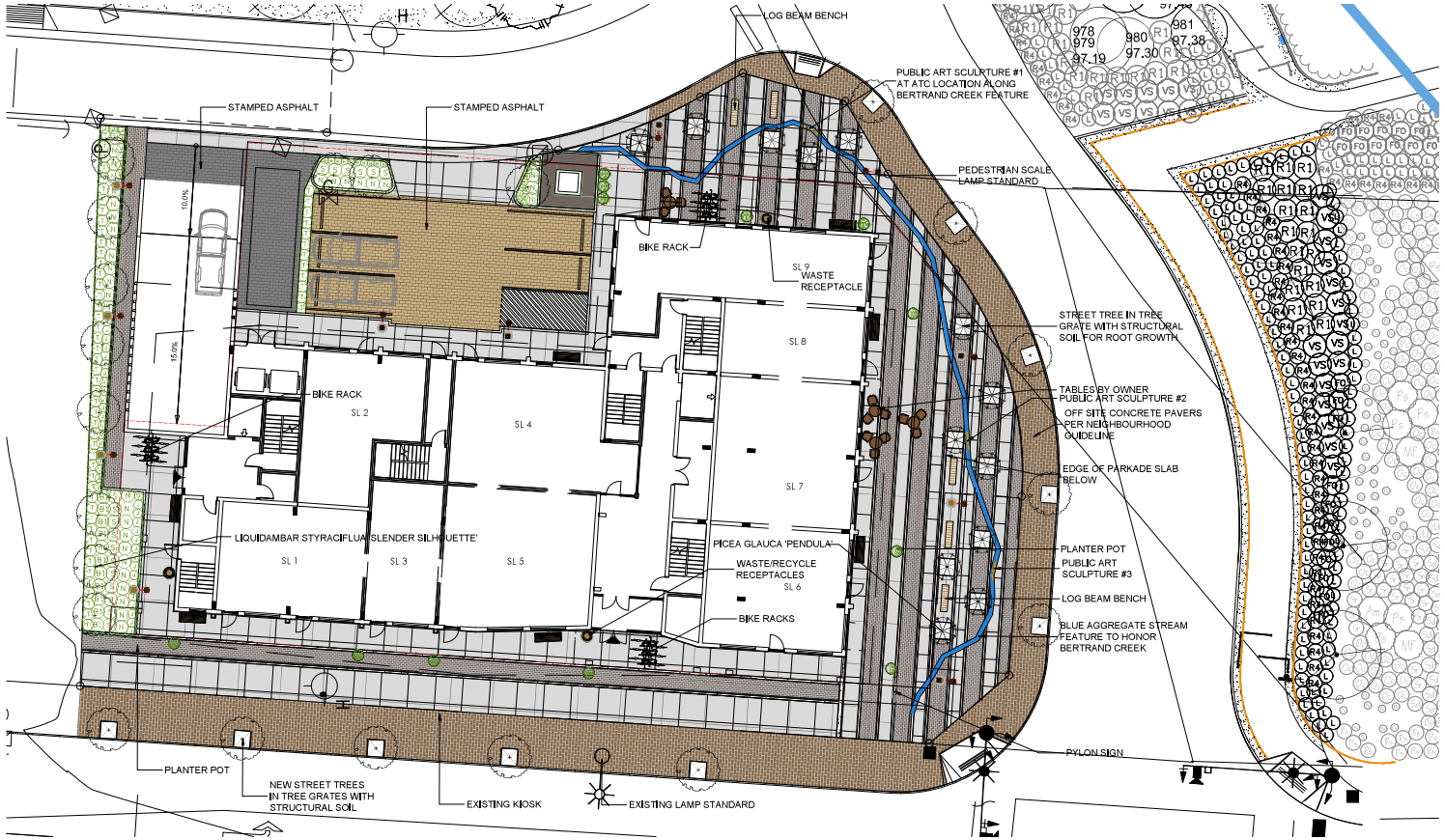
address
27309 Fraser Highway
Aldergrove, BC

phase
Development Permit-R2

sheet title
Perspective

drawn by: CP
checked by: -
scale:
date: March 15, 2024

sheet no.
A6.3





MAGLIN - 650 TRASH/RECYCLE CONTAINER


MAGLIN - SERIES 3100 BIKE RACK


MAGLIN - BATTERY TABLES & CHAIRS

GROUND FLOOR PLANT SCHEDULE

PMG PROJECT NUMBER: 21-055

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE				
L	21	LIQUIDAMBAR STYRACIFLUA 'SLENDER SILHOUETTE'	SLENDER SILHOUETTE SWEETGUM	6CM CAL; 1M STD; B&B
PS	13	PICEA GLAUCA 'PENDULA'	WEEPING WHITE SPRUCE	2.5M HT; B&B
SHRUB				
B	11	BERBERIS THUNBERGII 'AUREA NANA'	GOLDEN DWARF BARBERRY	#3 POT; 40CM
X	16	BUXUS SEMPERVIRENS 'SUFFRUTICOSA'	DWARF ENGLISH BOXWOOD	#2 POT;25CM
N	35	NANDINA DOMESTICA 'FIREPOWER'	FIREPOWER HEAVENLY BAMBOO	#3 POT; 50CM
S	17	SPIRAEA JAPONICA 'GOLDMOUND'	DWARF GOLDMOUND SPIREA	#3 POT 40CM
T	59	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR	2M HT; B&B
GRASS				
H	37	HAKONECHLOA MACRA 'ALL GOLD'	GOLDEN JAPANESE FOREST GRASS	#1 POT
I	30	IMPERATA CYLINDRICA 'RED BARON'	BLOOD GRASS	#1 POT
J	44	JUNCUS SPIRALIS	SPIRAL RUSH	#1 POT

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS. TO THE SPECIFIED MATERIAL, UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. * ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. * ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. * BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.

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Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
7	23.NOV.14	DP SUBMISSION	RK
6	23.NOV.07	NEW SITE PLAN	MM
5	23.JULY.13	NEW SITE PLAN	MM
4	23.DEC.12	ISSUED FOR DEVELOPMENT PERMIT	RK
3	23.NOV.22	COORDINATE WITH CIVIL PLAN	RK
2	23.NOV.08	DP REVIEW SET	RK
1	21.OCT.21	NEW SITE PLAN AND CONCEPT	RK

CLIENT:

PROJECT:

ATC GATEWAY BUILDING

27309 FRASER HWY
LANGLEY, B.C.

DRAWING TITLE:

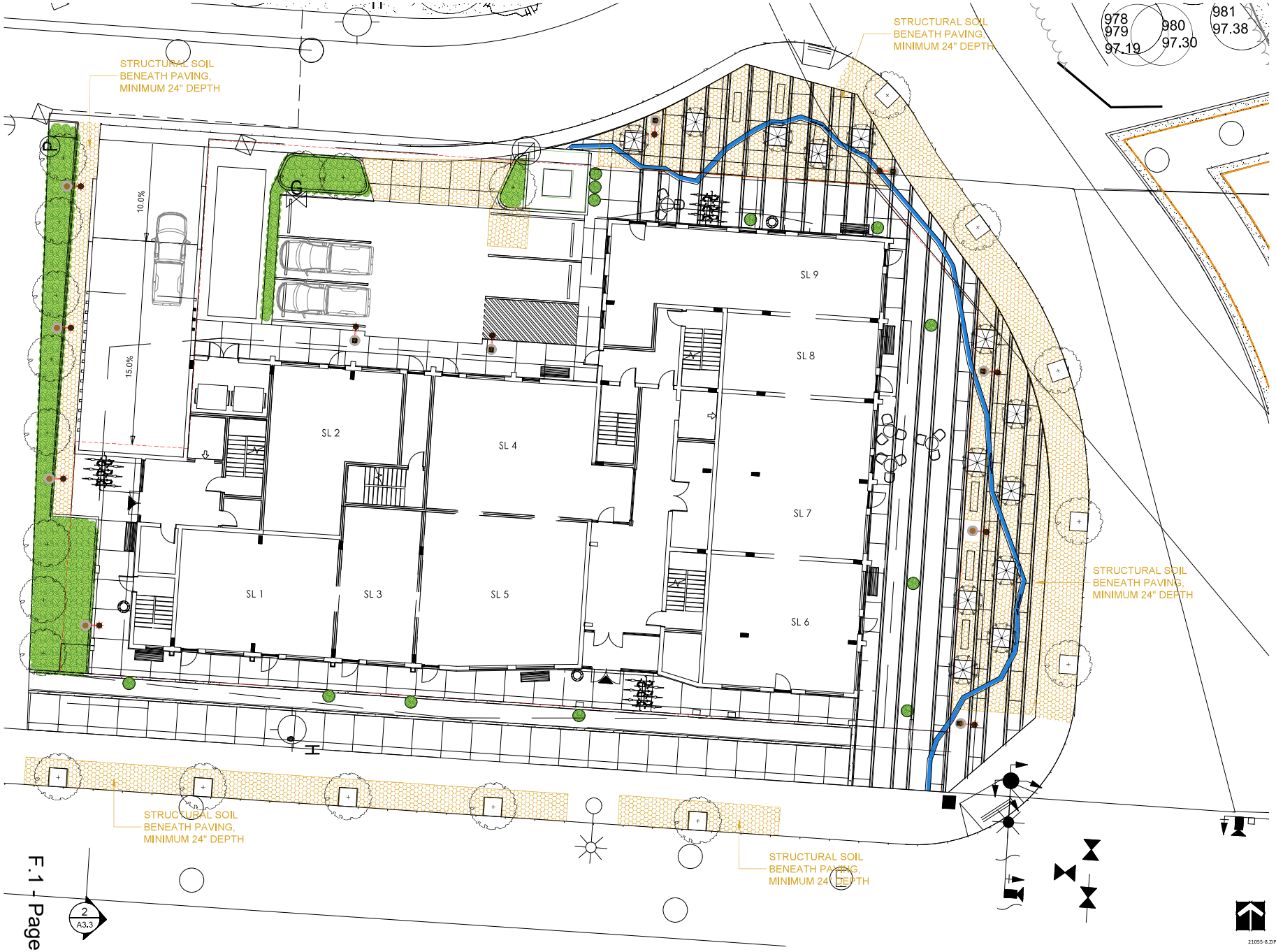
LANDSCAPE PLAN

SCHEDULE B

DATE:	21.MAR.24	DRAWING NUMBER:
SCALE:	1:150	L1
DRAWN:	RK	
DESIGN:	RK	
CHKD:	MCY	OF 6

21055-9.ZIP

PMG PROJECT NUMBER: 21-055



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2	23.NOV.08	DP REVIEW SET	RK
1	21.OCT.21	NEW SITE PLAN AND CONCEPT	RK

CLIENT:

PROJECT:

ATC GATEWAY BUILDING

27309 FRASER HWY
LANGLEY, B.C.

DRAWING TITLE:

STRUCTURAL SOIL PLAN

DATE:	21.MAR.24	DRAWING NUMBER:
SCALE:	1:100	L2
DRAWN:	RK	
DESIGN:	RK	
CHK'D:	MCY	OF 6

21055-8.ZIP

PMG PROJECT NUMBER: **21-055**

SECOND FLOOR PLANT SCHEDULE

PMG PROJECT NUMBER: 21-055

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE				
⊛	2	ACER PALMATUM 'BLOODGOOD'	RED JAPANESE MAPLE	6CM CAL, B&B
SHRUB				
X	6	BUXUS SEMPERVIRENS 'SUFFRUTICOSA'	DWARF ENGLISH BOXWOOD	#2 POT;25CM
⋀	3	HYDRANGEA PANICULATA 'LIMELIGHT'	LIMELIGHT HYDRANGEA; LIMEGREEN-PINK	#10 POT ON STANDARD
N	13	NANDINA DOMESTICA 'FIREPOWER'	FIREPOWER HEAVENLY BAMBOO	#3 POT; 50CM
S	8	SPIRAEA JAPONICA 'GOLDMOUND'	DWARF GOLDMOUND SPIREA	#3 POT 40CM
T	18	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR	2M HT; B&B
GRASS				
I	28	IMPERATA CYLINDRICA 'RED BARON'	BLOOD GRASS	#1 POT

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KOMPAN ROBINIA BEE SPRINGER



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1	21.OCT.21	NEW SITE PLAN AND CONCEPT	RK

CLIENT:

PROJECT:

ATC GATEWAY BUILDING

27309 FRASER HWY
LANGLEY, B.C.

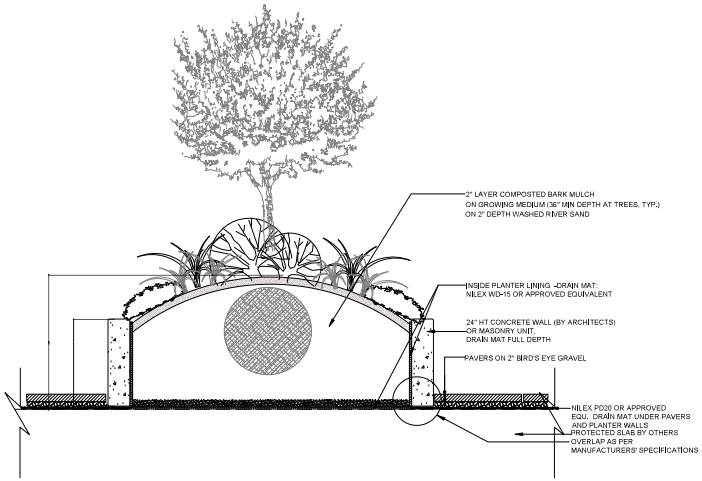
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LEVEL TWO LANDSCAPE PLAN

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SCALE:	1:100		
DRAWN:	RK		
DESIGN:	RK		OF 6
CHK'D:	MCY		

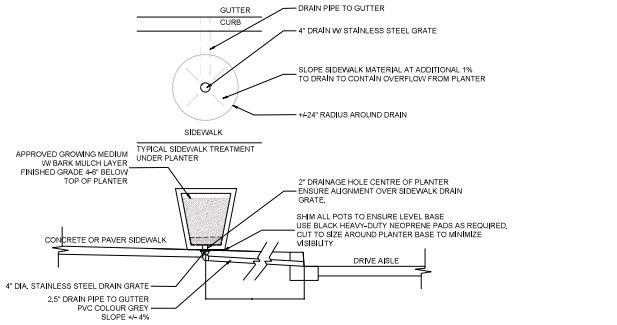
21055-8.ZIP

PMG PROJECT NUMBER: **21-055**



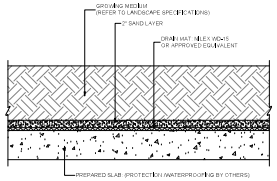
1 L4 LANDSCAPE ON SLAB

3/4" = 1'-0"



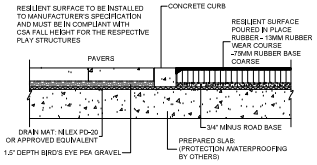
2 L4 PLANTER POT DRAINAGE DETAIL

3/4" = 1'-0"



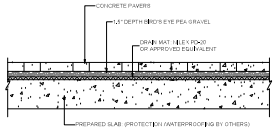
3 PLANTING ON SLAB

1"=1'-0"



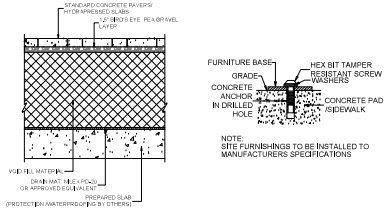
4 PLAY SURFACE ON SLAB

1"=1'-0"



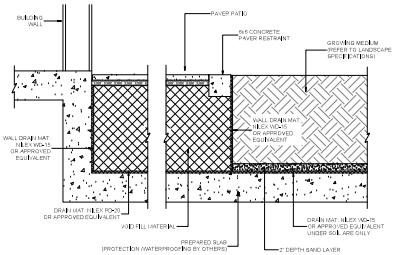
5 PAVERS ON SLAB

1"=1'-0"



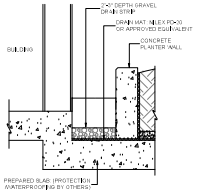
6 PAVERS AT SLAB DROP

1"=1'-0"



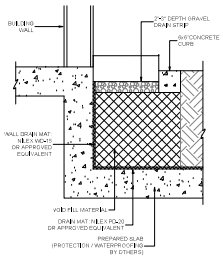
7 PATIO / LANDSCAPE AT SLAB DROP

1"=1'-0"



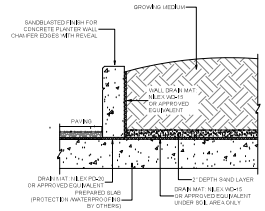
8 DRAIN ROCK STRIP AT BUILDING ON SLAB

1"=1'-0"



9 DRAIN STRIP AT BUILDING AT SLAB DROP

1"=1'-0"



10 PLANTER WALL ON SLAB

1"=1'-0"

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CLIENT:

PROJECT:

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27309 FRASER HWY
LANGLEY, B.C.

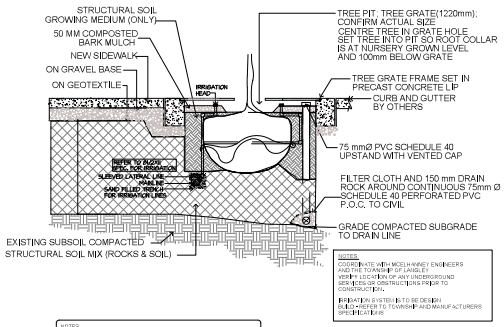
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LANDSCAPE DETAILS

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DESIGN:	RK	
CHK'D:	MCY	OF 6

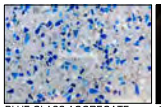
21055-8.ZIP

PMG PROJECT NUMBER: **21-055**



NOTES:
A. LANDSCAPE DRAWING AND CIVIL DRAWINGS SHALL BE COORDINATED
B. LANDSCAPE FORMWORK LAYOUT TO BE REVIEW AND COORDINATED BY GREEN INFRASTRUCTURE SERVICES STAFF (TEL. 604.2312400) PRIOR TO INSTALLATION OF CONCRETE.
C. LAYOUT, MATERIALS AND CONSTRUCTION OF MUNICIPAL GREENWAYS INCLUDING LOCATION OF OFFSITE FURNITURE AND STREET TREES SHALL BE TO THE SATISFACTION OF MANAGER OF GREEN INFRASTRUCTURE SERVICES.
D. FOR ALL TRAIL LOCATION WORKS AS PER TLP 15 AND TLP 36, CONFIRM THE FINAL LOCATION WITH ARTHUR AND SIGN PROOF REVIEW BY GREEN INFRASTRUCTURE SERVICES STAFF.

PRECEDENT IMAGES


BLUE GLASS AGGREGATE


GLOW IN THE DARK AGGREGATE


METAL FEATURES TO RESEMBLE SALISH SUCKER AND NOOKSACK DACE


LOG BEAM BENCH


LINEAR PAVING IN PLAZA




SLENDER SILHOUETTE SWEETGUM TREE

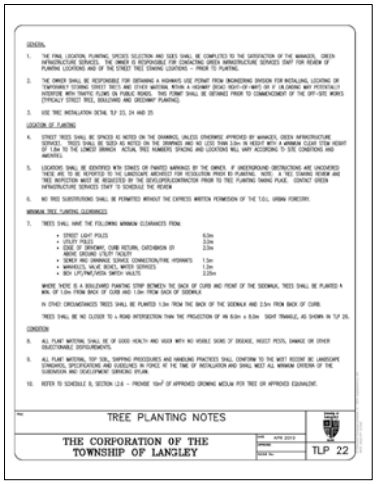

COLUMNAR WHITE SPRUCE

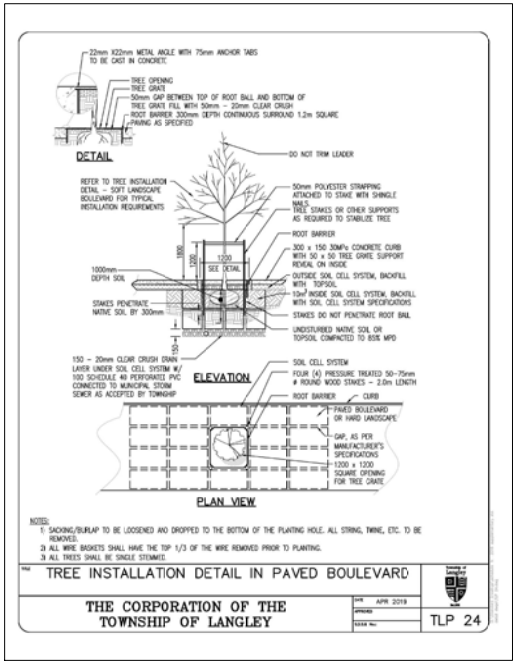

IRON AGE DESIGNS OBLIO TREE GRATE



BERTRAND CREEK INFO INC. ON SPAR LIGHT POSTS

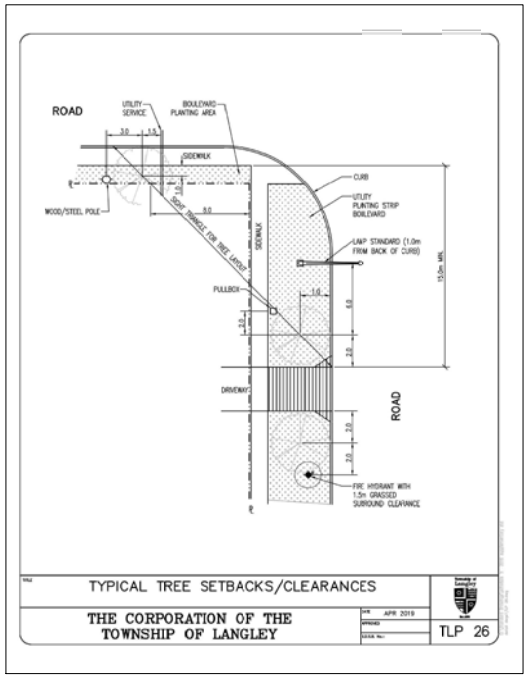

STRUCTURA SPAR POST


TREE PLANTING NOTES
THE CORPORATION OF THE TOWNSHIP OF LANGLEY
TLP 22



NOTES:
1 SACKING/BURLAP TO BE LOOSENED AND DROPPED TO THE BOTTOM OF THE PLANTING HOLE. ALL STRING, TWINE, ETC. TO BE REMOVED.
2) ALL WIRE BASKETS SHALL HAVE THE TOP 1/3 OF THE WIRE REMOVED PRIOR TO PLANTING.
3) ALL TREES SHALL BE SINGLE STEMMED.

TREE INSTALLATION DETAIL IN PAVED BOULEVARD
THE CORPORATION OF THE TOWNSHIP OF LANGLEY
APR 2019
TLP 24



TYPICAL TREE SETBACKS/CLEARANCES
THE CORPORATION OF THE TOWNSHIP OF LANGLEY
APR 2019
TLP 26

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pmg LANDSCAPE ARCHITECTS
Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
7	23.NOV.14	DP SUBMISSION	RK
6	23.NOV.07	NEW SITE PLAN	MM
5	23.JULY.13	NEW SITE PLAN	MM
4	23.DEC.12	ISSUED FOR DEVELOPMENT PERMIT	RK
3	23.NOV.22	COORDINATE WITH CIVIL PLAN	RK
2	23.NOV.08	DP REVIEW SET	RK
1	21.OCT.21	NEW SITE PLAN AND CONCEPT	RK

CLIENT:

PROJECT:

ATC GATEWAY BUILDING

27309 FRASER HWY
LANGLEY, B.C.

DRAWING TITLE:

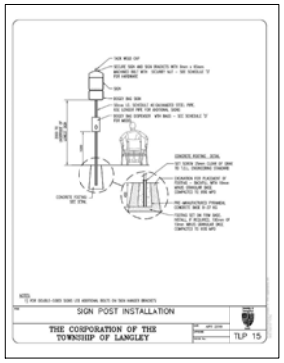
LANDSCAPE DETAILS

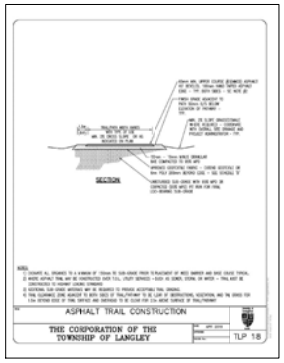
DATE: 21.MAR.24
SCALE: 1:100
DRAWN: RK
DESIGN: RK
CHK'D: MCY

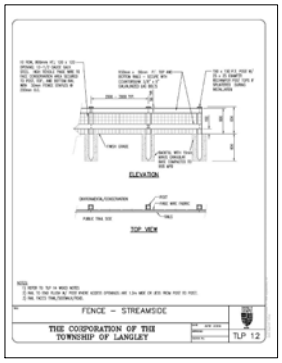
DRAWING NUMBER: L5
OF 6

21055-8.ZIP

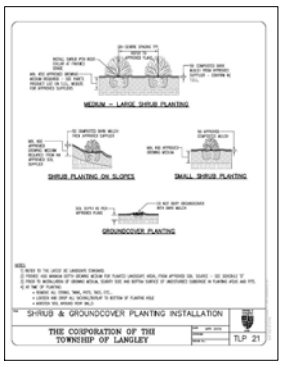
PMG PROJECT NUMBER: 21-055









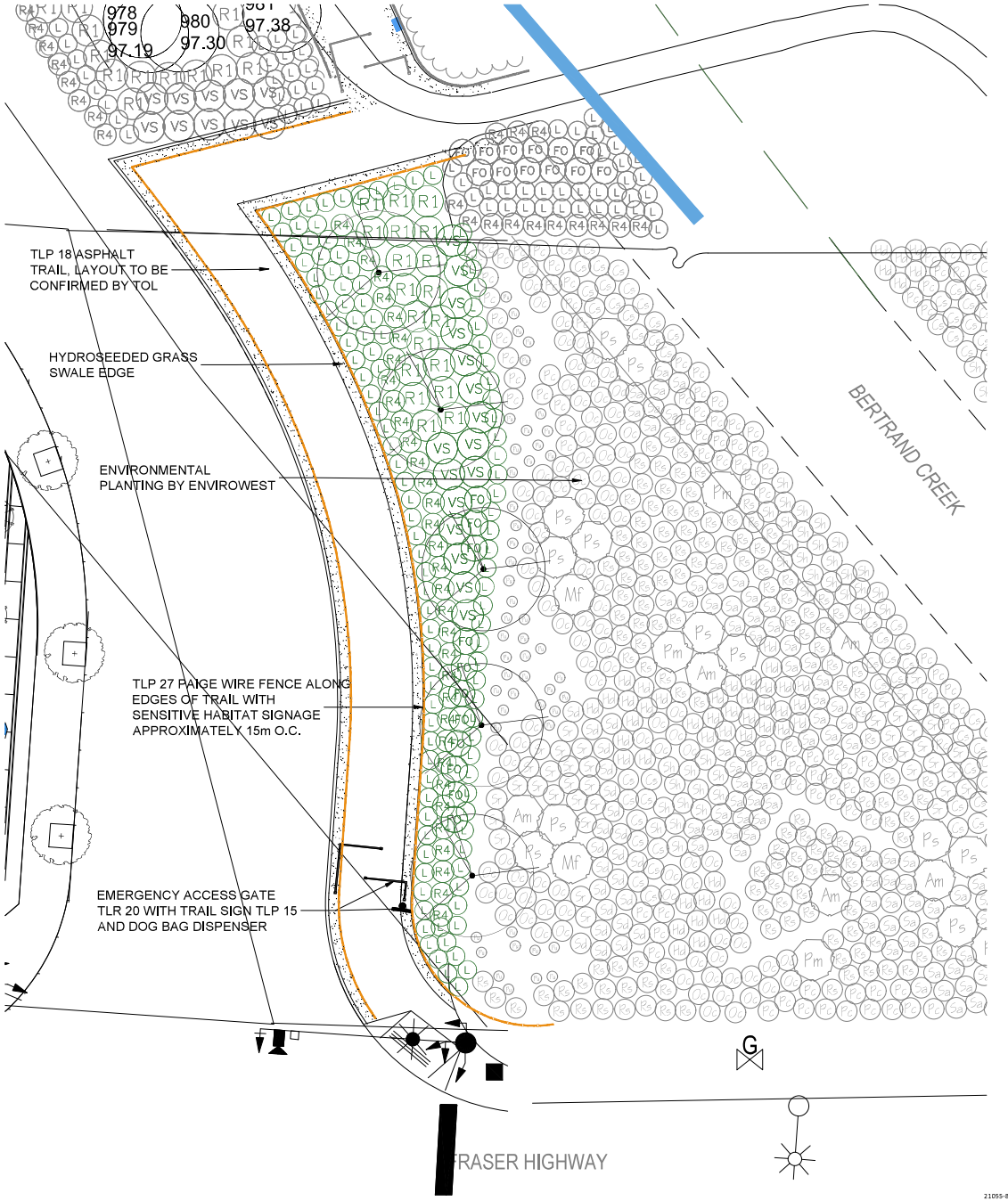




OFF SITE TRAIL PLANT SCHEDULE — PMG PROJECT NUMBER: 21-055

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE				
	5	ACER RUBRUM 'RED ROCKET'	RED ROCKET MAPLE	6CM CAL; 2M STD; B&B
SHRUB				
	11	FOTHERGILLA MAJOR 'MOUNT AIRY'	MOUNT AIRY FOTHERGILLA	#3 POT; 60CM
	16	RIBES SANGUINEUM	RED FLOWERING CURRANT	#3 POT; 80CM
	34	ROSA GYMNOCARPA	BALDHIP ROSE	#3 POT; 60CM
	22	VIBURNUM P.T. 'SUMMER SNOWFLAKE'	SUMMER SNOWFLAKE VIBURNUM	#3 POT; 60CM
GC				
	58	LONICERA PILEATA	PRIVET HONEYSUCKLE	#1 POT; 25CM

NOTES: - PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD., BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. - REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. - SEARCH AND REVIEW MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. - SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS. TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUESTED SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. - ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. - BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.



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p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
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5	23.JULY.13	NEW SITE PLAN	MM
4	23.DEC.12	ISSUED FOR DEVELOPMENT PERMIT	RK
3	23.NOV.22	COORDINATE WITH CIVIL PLAN	RK
2	23.NOV.08	DP REVIEW SET	RK
1	23.OCT.23	NEW SITE PLAN AND CONCEPT	RK

CLIENT:

PROJECT:

ATC GATEWAY BUILDING

27309 FRASER HWY
LANGLEY, B.C.

DRAWING TITLE:

OFF SITE LANDSCAPE PLAN

DATE:	21.MAR.24	DRAWING NUMBER:	L6
SCALE:	1:100		
DRAWN:	RK		
DESIGN:	RK		
CHK'D:	MCY		OF 6

21055-8.ZIP

PMG PROJECT NUMBER: **21-055**

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LANGLEY OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842 AMENDMENT

(ALDERGROVE COMMUNITY PLAN) BYLAW 1978 NO. 1802 AMENDMENT

(JANDA GROUP HOLDINGS INC.) BYLAW NO. 6018

EXPLANATORY NOTE

Bylaw No. 6018 amends the Aldergrove Community Plan for 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway to amend the definition of floor space ratio and increase the height and floor space ratio permitted for the Medium Density Mixed Use land use designation on a site specific basis. The amendment is required to facilitate the development of a six-storey mixed use building consisting of 44 apartment units and 752 m^2 (8,093 ft^2) of commercial space.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LANGLEY OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842 AMENDMENT

(ALDERGROVE COMMUNITY PLAN) BYLAW 1978 NO. 1802 AMENDMENT

(JANDA GROUP HOLDINGS INC.) BYLAW NO. 6018

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Langley Official Community Plan Bylaw 1979 No.1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802 Amendment (Janda Group Holdings Inc.) Bylaw No. 6018".

2. The "Langley Official Community Plan Bylaw 1979 No.1842 Amendment (Aldergrove Community Plan) Bylaw 1978 No. 1802", as amended, is further amended by:

   a) Replacing the sentence in Section 2.0 Aldergrove Core Area Land Use Plan with:

      "Density is defined using Floor Area Ratio (FSR), the ratio of the total floor area of buildings on a certain location to the land area (space) of that location." With "For all designations where Floor Space Ratio is used as a measure, density is to be calculated on the basis of net developable land area. Density is measured as a ratio of developable floor area to developable land area where:
      - Developable floor area is the sum of total floor areas in each storey in a building inclusive of exterior walls, excluding unenclosed balconies.
      - Developable land area is net of conservation areas, publicly dedicated parks/open spaces, and publicly dedicated rights-of-way including streets and laneways."

   b) Amending Map 2.1 to add a dashed black outline and labeled #1 around the property shown in Schedule A and adding "Refer to Section 2.3"

   c) Inserting as a new section "2.3 Additional Land Use Development Policies" after Section 2.2

   d) Inserting as a new bullet point under section "2.3 Additional Land Use Development Policies" the following:

      - Those lands identified outlined in dashed black on 2.1 Map Land Use Plan may be developed in accordance with the following site specific densities and heights:

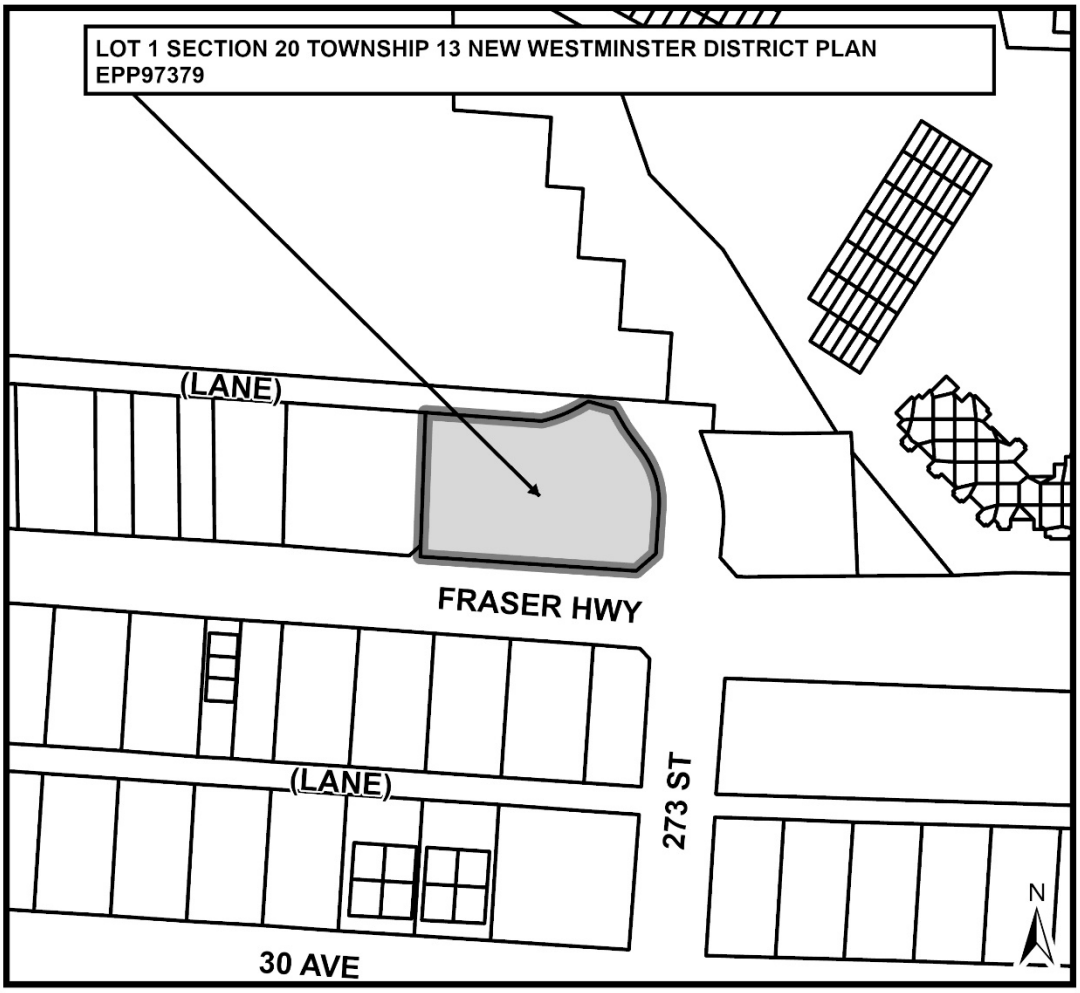
#	Designation	Location	Permitted FSR	Height
1	Medium Density Mixed Use	Fraser Highway and 273 Street	2.3	6 storeys (20 m)

And renumbering table site specific densities and heights accordingly.

READ A FIRST TIME the	day of	, 2024
READ A SECOND TIME the	day of	, 2024
PUBLIC HEARING HELD the	day of	, 2024
READ A THIRD TIME the	day of	, 2024
ADOPTED the	day of	, 2024

_____ Mayor _____ Township Clerk

SCHEDULE 'A'
BYLAW NO. 6018



THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500
AMENDMENT (JANDA GROUP HOLDINGS INC.) BYLAW NO. 6019

EXPLANATORY NOTE

Bylaw No. 6019 rezones approximately 0.24 ha (0.59 ac) of land located at 27309 Fraser Highway from Civic Institutional Zone P-1 to Comprehensive Development Zone CD-204 to accommodate the development of 44 apartment units and 752 m^2 (8,093 ft^2) of commercial space.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (JANDA GROUP HOLDINGS INC.) BYLAW NO. 6019

A Bylaw to amend Township of Langley Zoning Bylaw 1987 No. 2500

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Janda Group Holdings Inc.) Bylaw No. 6019".

2. The "Township of Langley Zoning Bylaw 1987 No. 2500" as amended is further amended by:

   a. Adding to the Table of Contents and Section 104.1 – Zones the words "Comprehensive Development Zone CD-204" after the words "Comprehensive Development Zone CD-203"

   b. Adding to Section 110.1 after the words "CD-203" the words "CD-204 – 0.1 ha"

   c. Adding after Section 1103 "Comprehensive Development Zone CD-203" the following as Section 1104 "Comprehensive Development Zone CD-204"

1104 **COMPREHENSIVE DEVELOPMENT ZONE CD-204**

Uses Permitted

1104.1 In the CD-204 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *Apartments* subject to Section 1104.3
4) *commercial uses* subject to Section 1104.4
5) *licensee retail store* subject to Section 1104.4
6) *group children's day care* subject to Section 1104.4

Density

1104.2 The maximum *floor space ratio* of all *buildings* located on lands zoned CD-204 shall not exceed 2.3 FSR.

Residential Uses

1104.3 *Apartments* are only permitted to be located on the upper five (5) *storeys* of the *building*.

Commercial Uses

1104.4 *Commercial uses, licensee retail store and group children's day care* are only permitted on the ground floor of the *building*.

Lot Coverage

1104.5 *Buildings* and *structures* shall not cover more than 55% of the *lot area*.

Siting of Buildings and Structures

1104.6 Siting of *buildings* and *structures* shall be in accordance with the provisions of the Development Permit.

Height of Buildings and Structures

1104.7 The *height* of *buildings* and *structures* shall not exceed six storeys, plus a rooftop-enclosure to access rooftop amenity.

Parking and Loading

1104.8 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

1104.9 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

1104.10 Landscaping areas, landscaping screens and fencing shall be provided in accordance with the provisions of a Development Permit.

Age Friendly Amenity

1104.11 Age Friendly *Amenity areas* shall be provided in accordance with Section 111.5 and in accordance with the Development Permit.

Development Permit Requirements

1104.12 An application for a Development Permit shall be submitted to Council for its consideration prior to issuance of a *Building* Permit.

3. The “Township of Langley Zoning Bylaw 1987 No. 2500” as amended is further amended by rezoning the lands described as:

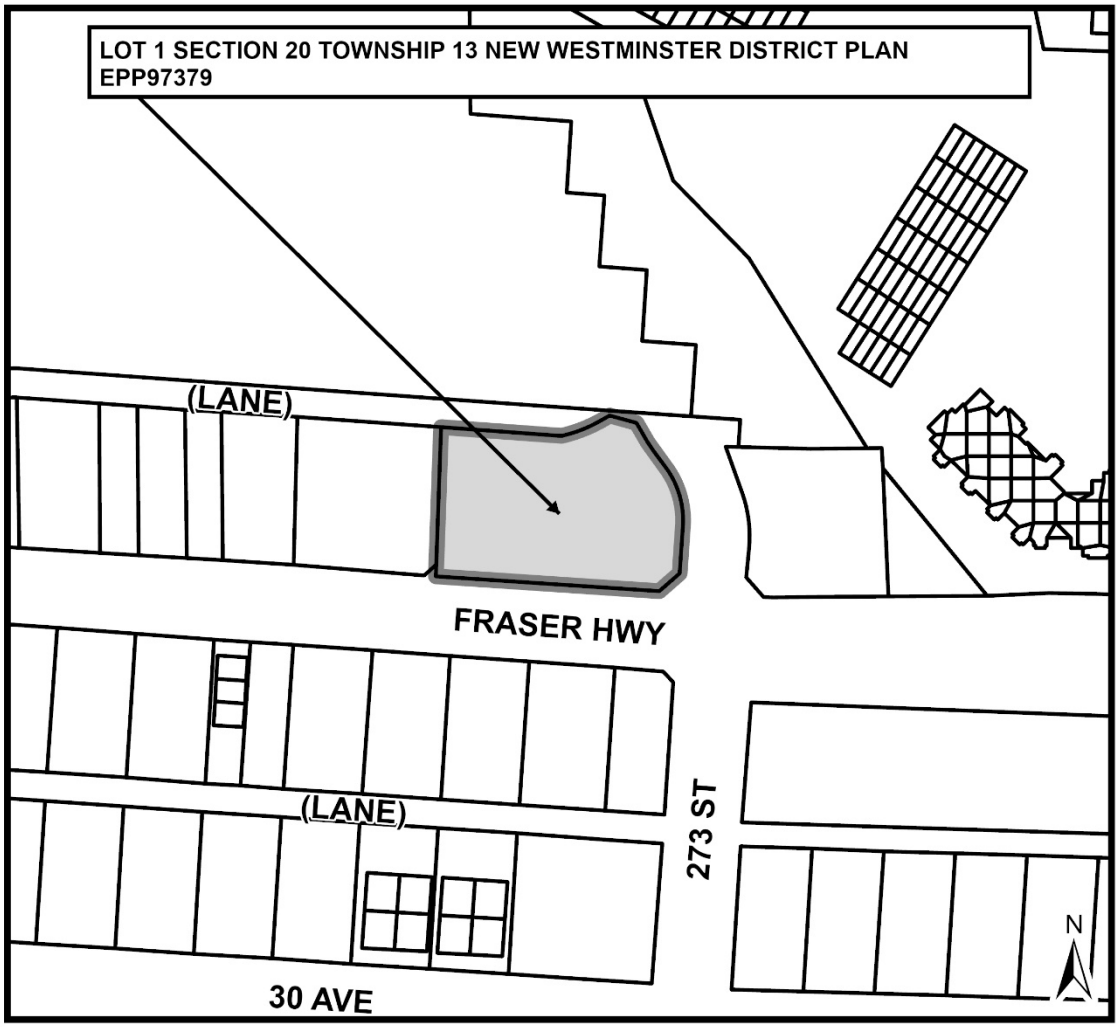
Lot 1 Section 20 Township 13 New Westminster District Plan EPP97379

as shown delineated on Schedule “A” attached to and forming part of this Bylaw to Comprehensive Development Zone CD-204.

READ A FIRST TIME the	day of	, 2024
READ A SECOND TIME the	day of	, 2024.
PUBLIC HEARING HELD the	day of	, 2024.
READ A THIRD TIME the	day of	, 2024.
ADOPTED the	day of	, 2024.

_____ Mayor _____ Township Clerk

SCHEDULE 'A'
BYLAW NO. 6019



Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-110
FROM:	BYLAW, LEGAL, AND STRATEGIC IMPLEMENTATION DIVISION	**FILE:**	LRP00026
SUBJECT:	DESIGNATION OF WILLOWBROOK TRANSIT-ORIENTED AREA		

RECOMMENDATION:

That Council give first, second, and third reading to Willowbrook Transit-Oriented Area Designation Bylaw No. 6021.

EXECUTIVE SUMMARY:

In November 2023, the Local Government Act was amended to enable the province to prescribe transit stations and require local governments to establish transit-supportive densities adjacent to those transit stations through the designation of Transit-Oriented Areas (TOAs).

The proposed Willowbrook SkyTrain Station is identified as a prescribed transit station. As such, the Township must designate properties around the Willowbrook station as a TOA.

Bylaw No. 6021 proposes to designate lands located in the Township within 800 metres from the proposed Willowbrook SkyTrain Station. Within the proposed Willowbrook TOA, the Township is required to:

- ensure that minimum levels of density and height established by provincial regulations are allowed while the Township has the discretion to approve densities that exceed the provincial regulations
- remove off-street parking requirements for residential use, except for accessible parking. (Removal of residential parking requirements will be addressed under a forthcoming, separate report on Zoning Bylaw amendments to meet other provincial requirements. The Township can continue to set parking requirements for other uses such as commercial, office and institutional)
- develop, amend and adopt a community plan, zoning bylaw, or other bylaws to support implementation of the TOA legislation, based on provincial policy guidelines

To ensure compliance of TOA designation requirements, Council must adopt Bylaw No. 6021 by June 30, 2024 and notify the Minister of Transportation and Infrastructure after it is adopted.

PURPOSE:

This report recommends Council consideration of Willowbrook Transit-Oriented Area Designation Bylaw No. 6021.

BACKGROUND/HISTORY:

On November 30, 2023, the Province of British Columbia amended the Local Government Act (LGA) via Bill 47 to prescribe transit stations and require local governments to designate land within certain distances around those stations as Transit-Oriented Areas (TOAs).

The proposed Willowbrook SkyTrain Station, at the northeast corner of Willowbrook Drive and Fraser Highway, has been identified as a prescribed transit station.

DISCUSSION/ANALYSIS:

A TOA is defined as an area within a prescribed distance from a transit station. SkyTrain stations include a catchment area of 800 metres, which is divided into three concentric tiers, in which the following minimum allowable densities for residential development would apply.

Tier	Distance from Station	Minimum Density (floor area ratio)	Minimum Height (storeys)
1	0 – 200 metres	≤ 5.0	≤ 20
2	200 – 400 metres	≤ 4.0	≤ 12
3	400 – 800 metres	≤ 3.0	≤ 8

The prescribed distances and densities establish the provincial expectations for increased housing supply within proximity to transit infrastructure. The TOA designations were identified based on service levels. Unless exempted in regulation, any parcel of land that is subject to a zoning provision that permits residential uses is subject to the minimum allowable density framework.

Proposed Willowbrook TOA

Under provincial regulations, the catchment area for the Willowbrook TOA is established based on a radius of 800 metres from the proposed Willowbrook SkyTrain Station. Bylaw No. 6021 proposes to designate lands within the Township located in this catchment area.

The minimum allowable densities within the Willowbrook TOA are shown in three concentric rings or tiers (see Schedule “A” in Bylaw No. 6021). Highest densities are within 200 metres from the station (Tier 1) and decrease outward with distance away from the station (Tiers 2 and 3). Any parcel that is partially included in the catchment area is deemed to be wholly within the catchment area of the TOA and within the respective (higher) density tier.

There are scenarios where senior government statutes and municipal bylaw requirements are applicable, the provisions of which supersede or have a limiting effect on the minimum allowable density framework. Such scenarios may include lands that are: (a) in floodplains, hazardous areas and Streamside Protection and Enhancement Areas; (b) regulated by federal Airport Zoning Regulations under Aeronautics Act; and (c) heritage sites subject to heritage designation and heritage revitalization agreements. For example, Logan Creek (a red-listed watercourse) is situated within 800-metre along the northern boundary of the proposed TOA. Required streamside protection measures could limit the development potential within that portion of the TOA. Likewise, the federal Langley Airport Zoning Regulations affect part of the proposed TOA. These scenarios and other considerations will be addressed in the upcoming Willowbrook Community Plan update.

Within the proposed Willowbrook TOA, the Township is required to:

- ensure that minimum levels of density and height established by provincial regulations are allowed while the Township has the discretion to approve densities that exceed the provincial regulations
- remove off-street parking requirements for residential use, except for accessible parking. (Removal of residential parking requirements will be addressed under a forthcoming, separate report on Zoning Bylaw amendments to meet other provincial requirements. The Township can continue to set parking requirements for other uses such as commercial, office and institutional)
- develop, amend and adopt a community plan, zoning bylaw, or other bylaws to support implementation of the TOA legislation, based on provincial policy guidelines

Proposed Bylaw No. 6021 does not propose to amend the Official Community Plan and the Zoning Bylaw, as there is no provincial requirement to amend these land use instruments for TOA designation. However, pre-notification of Bylaw No. 6021 has been completed, consistent with the practice under Section 467 of the LGA and Development Application Procedures Bylaw No. 5760.

To ensure compliance of TOA designation requirements, Council must adopt Bylaw No. 6021 by June 30, 2024 and notify the Minister of Transportation and Infrastructure after it is adopted.

Respectfully submitted,

Stephen Mikicich
MANAGER, COMMUNITY PLANNING AND MAJOR PROJECTS
for
BYLAW, LEGAL, AND STRATEGIC IMPLEMENTATION DIVISION

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

WILLOWBROOK TRANSIT-ORIENTED AREA DESIGNATION BYLAW NO. 6021

EXPLANATORY NOTE

Bylaw No. 6021 designates lands within 800 metres of the Willowbrook SkyTrain Station as a Transit-Oriented Area, pursuant to Section 585.51 of the Local Government Act, and Orders-in-Council No. 674-2023 and No. 678-2023 (Local Government Transit-Oriented Areas Regulation).

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

WILLOWBROOK TRANSIT-ORIENTED AREA DESIGNATION BYLAW NO. 6021

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Willowbrook Transit-Oriented Area Designation Bylaw No. 6021.”

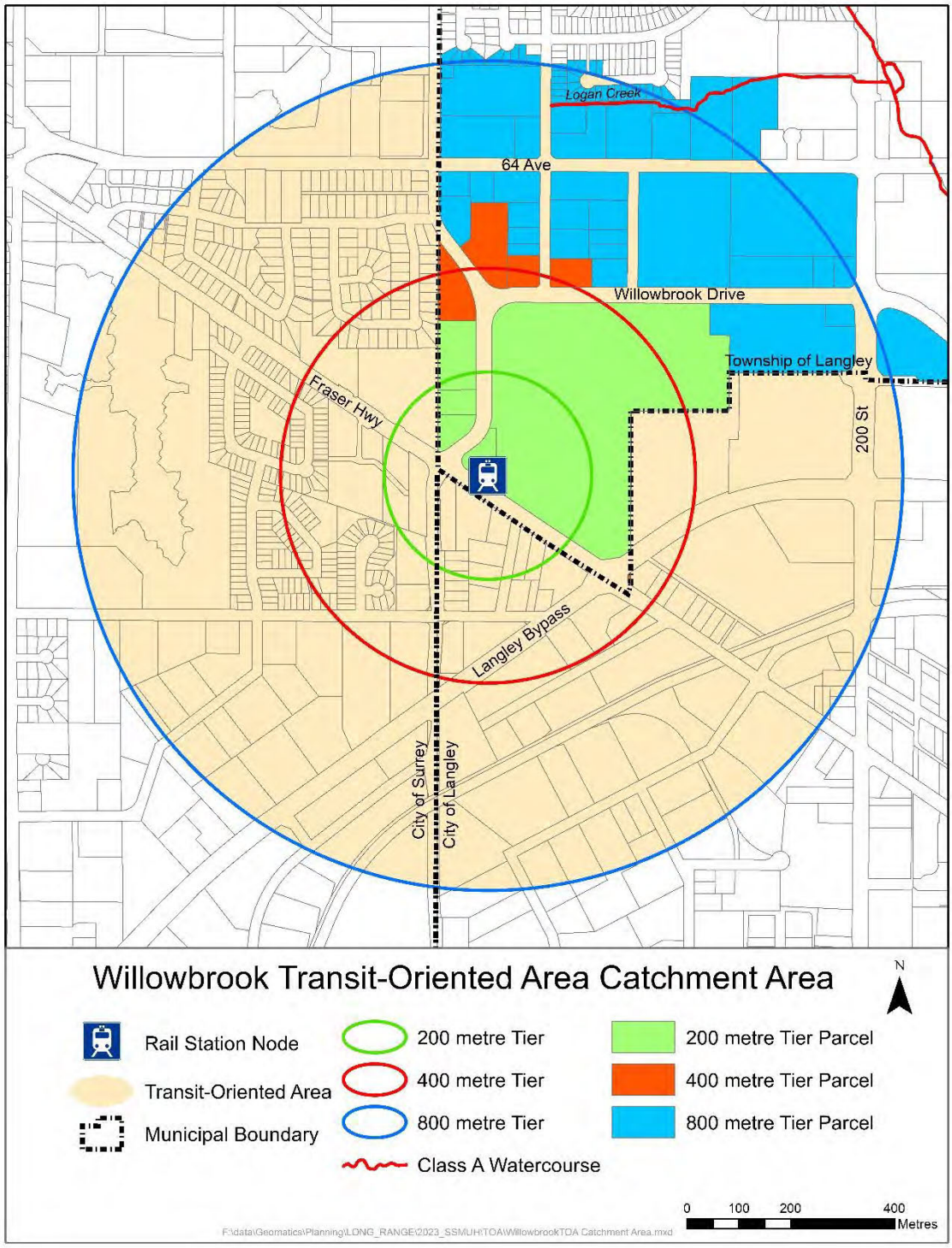
2. Lands in the Township of Langley located within 800 metres of the Willowbrook SkyTrain Station as shown in the map in Schedule “A” are designated as part of the Willowbrook Transit-Oriented Area as required under the *Local Government Act*.

READ A FIRST TIME the	day of	, 2024
READ A SECOND TIME the	day of	, 2024
READ A THIRD TIME the	day of	, 2024
ADOPTED the	day of	, 2024

_____ Mayor _____ Township Clerk

SCHEDULE “A”

Map of Willowbrook Transit-Oriented Area



Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 REGULAR MEETING	**REPORT:**	24-114
FROM:	BYLAW, LEGAL, AND STRATEGIC IMPLEMENTATION DIVISION	**FILE:**	LRP00026
SUBJECT:	PROVINCIAL HOUSING LEGISLATION - SMALL-SCALE MULTI-UNIT HOUSING		

RECOMMENDATIONS:

That Council give first, second, and third reading to Township of Langley Zoning Bylaw No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020.

That Council direct staff to update Langley Building Bylaw No. 4642 to align with Township of Langley Zoning Bylaw No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020.

That Council direct staff to update Licencing Bylaw No. 5192 to ensure cost-recovery for services for accessory dwelling units and coach houses.

That Council direct staff to develop an Amenity Cost Charges (ACC) Bylaw to help fund the costs of amenities needed to adequately service the demands of small-scale multi-unit housing options.

That Council direct staff to update Langley Development Cost Charges (DCC) Bylaw No. 5897 by adding new provisional uses permitted by the Local Government Act and to update the rate structure to include appropriate charges for small-scale multi-unit housing development.

That Council direct staff to develop a delegated Form and Character Development Permit Area for small-scale multi-unit housing options.

That Council direct staff to review and revise existing Development Permit Area designations and guidelines to address small-scale multi-unit housing.

That Council direct staff to complete a comprehensive review of water and sewer system capacity to determine thresholds and potential infrastructure impacts of small-scale multi-unit housing development, and that the facilitation of any new service connections or extensions for small-scale multi-unit housing are deferred until the review is complete.

That staff monitor small-scale multi-unit housing impacts and report back in one year with information and recommended revisions to the Zoning Bylaw or other plans/bylaws if required.

EXECUTIVE SUMMARY:

In November 2023, the Province of British Columbia amended the Local Government Act (via Bills 44, 46 and 47) with the intent of providing more housing supply. The amendments require local governments to comply with the provincial requirements and deadlines as outlined in this report.

This report focuses on implementation of small-scale multi-unit housing (SSMUH) pursuant to section 481.3 of the Local Government Act (LGA) which mandates the Township permit up to four units on existing single-family detached and duplex lots by amending the Zoning Bylaw by June 30, 2024. The Township must consider applicable guidelines in the Provincial Policy Manual and Site Standards (Provincial Policy Manual) to ensure SSMUH developments are not unduly restricted by zoning requirements. The Provincial Policy Manual provides recommendations for considerations such as siting, size, building height, setbacks and parking. The proposed changes to the Zoning Bylaw seek to balance the requirement to meet the new legislation and the need to address the unique characteristics of each neighbourhood in the Township. Where possible, the proposed amendments have sought to simplify and standardize Zoning Bylaw provisions. In addition, the report includes information about other SSMUH related requirements and deadlines for the Township and recommendations for associated activities to ensure alignment of plans and bylaws.

Pursuant to section 464(4) of the LGA, the Township is prohibited from holding a public hearing on proposed Bylaw No. 6020. A pre-notification for Bylaw No. 6020 has been completed, meeting the requirements of Section 467 of the LGA and the Township of Langley Development Application Procedures Bylaw No. 5760.

PURPOSE:

The purpose of this report is to provide information and recommendations to Council for proposed updates to the Zoning Bylaw pursuant to section 481.3 of the Local Government Act.

BACKGROUND/HISTORY:

In November 2023, the Province of British Columbia amended the Local Government Act (LGA) (via Bills 44, 46 and 47) with the intent of providing more housing supply. This new legislation fundamentally changes the way local governments plan and approve development and growth.

1) Bill 44 - Residential Development

Small-scale muti-unit housing

Small-scale multi-unit housing (SSMUH) refers to a range of building and housing types that results in diverse housing options on single-family and duplex lots. Examples of housing forms include secondary suites, detached garden suites (e.g. accessory dwelling units (ADUs)), duplexes, triplexes and fourplexes (see Attachment A for example images). Bill 44 requires local governments to permit between two and six housing units in residential zones that are otherwise restricted to single-family dwellings and duplexes (referred to as Restricted Zones in the legislation). The number of allowable units depends on various factors including proximity to frequent bus service, lot size, and access to municipal sewer and water service. Local governments are required to update their zoning bylaws before June 30, 2024 to comply with this new legislation.

Proactive planning

Bill 44 also includes requirements for local governments to proactively plan for housing. Local governments must update their Housing Needs Reports using a standard method to forecast housing needs over 20 years. Interim Housing Needs Reports must be completed by January 1, 2025. Municipalities must then update their Official Community Plans (OCPs) every 5 years moving forward to reflect the Housing Needs Report, with the first review and update to be completed by December 31, 2025. Municipalities must also align their zoning bylaws with the updated OCP and Housing Needs Report, including pre-zoning lands and permitting the use and density to accommodate the number of housing units needed over the next 20 years by December 31, 2025.

2) Bill 46 - Development Financing

Bill 46 provides new and updated development finance tools that help fund the cost of infrastructure and amenities needed to support the increase in housing and population such as new and expanded infrastructure (e.g. sewers and transportation network improvements), amenities (e.g. community centres and libraries) and services (e.g. daycares and fire halls).

Development Cost Charges expansion

Infrastructure eligible to be funded through Development Cost Charges (DCCs) may now include fire halls, police facilities and solid waste and recycling facilities in addition to existing eligible infrastructure such as sewage, water, drainage, roads and providing and improving parkland. Municipalities will also be able to collect and use DCCs to finance their portion of highway facilities cost-shared between the province and the municipality.

Amenity Cost Charges

Amenity Cost Charges (ACCs) are a new optional development finance tool that allow local governments to collect funds for amenities like community centres, recreation centres, daycares, libraries and public squares from new development that results from increased housing and population.

As the Zoning Bylaw is being amended to accommodate SSMUH on existing, zoned lots, the Township's Community Amenity Contribution (CAC) Policy is not applicable. The new ACC tool provides an alternative option to collect funding for amenities at time of building permit.

3) Bill 47 - Transit-Oriented Areas

Bill 47 requires municipalities to designate Transit-Oriented Areas (TOAs) within either a 400 or 800m radius around transit hubs identified by the province. Depending on proximity to the station, a new minimum allowable density will be required in these areas. Municipalities are not permitted to prescribe residential off-street parking within TOAs. At present, the Township has one TOA that meets the frequent transit criteria, located at the proposed Willowbrook SkyTrain station at Willowbrook Drive and Fraser Highway. See Willowbrook Transit-Oriented Area Designation Bylaw No. 6021 and Report No. 24-110 in this Agenda for more information about TOAs.

4) Deliverables and Deadlines Required by the Provincial Legislation

To comply with the provincial housing legislation the Township must meet the following legislated requirements:

Table 1: Deliverables and Deadlines

Deliverable	Deadline	Details
Zoning bylaw amendments to accommodate SSMUH within restricted zones	June 30, 2024	To comply with Bill 44 (SSMUH)
TOAs designated by bylaw	June 30, 2024	To comply with Bill 47 (TOAs)
Housing Needs Report (Interim)	January 1, 2025	To comply with Bill 44 (Pro-active Planning). 20-year housing forecast.
OCP update	December 31, 2025	To comply with Bill 44 (SSMUH) and align with zoning bylaw
Zoning bylaw amendments to pre-zone lands consistent with the OCP and Housing Needs Report	December 31, 2025	To comply with Bill 44 (Pro-active Planning). Align zoning bylaw with OCP and Housing Needs Report and pre-zone for housing.
Develop ACC bylaw and update DCC bylaw	No deadline	Optional. Update DCC bylaw to include new provisional uses and develop new ACC bylaw to support cost recovery for amenities.

5) Township of Langley Background

On November 10, 2023 Mayor Woodward sent a letter to Housing Minister Ravi Kahlon regarding the impact of proposed legislative changes on planning and development in the Township and requested an exemption from Bill 44.

At the December 4, 2023 Regular Council Meeting, Council directed staff to advance a reconsideration motion for third reading of all in-stream development applications that contain single-family development forms as soon as it is confirmed that the Township of Langley has not been granted an exemption from the implementation of Bill 44.

On December 21, 2023 the Housing Minister confirmed by letter that the Ministry was not exempting new subdivisions.

In January 2024 the Province of BC provided the Township with a grant in the amount of $794,373 to assist with the implementation of the legislative changes that support housing initiatives, including SSMUH and proactive planning, development finance and transit-oriented development. On March 25, 2024 Council received Report No. 24-63 and designated the use of the grant for various planning and engineering initiatives.

On January 29, 2024 a staff report to Council outlined in-stream development applications related to Bill 44. Council referred the applications back to staff to work with applicants on SSMUH considerations.

On January 29, 2024 Council directed staff to update the Brookswood-Fernridge Neighbourhood Plans to align with the SSMUH legislation. The public hearing for the updated neighbourhood plans has been tentatively scheduled for June 10, 2024.

DISCUSSION/ANALYSIS:

Bill 44

Bill 44 requires municipalities to allow two to six units on lots where the permitted residential use is restricted to detached single-family dwellings and/or duplexes. Six units must be permitted in locations where bus frequency meets the Provincial Policy Manual. In the Township, there are no locations that meet this threshold. As a result, the amendments to the Zoning Bylaw must permit the following:

- 3 units for lots smaller than or equal to 280 m^2 (3,014 ft^2)
- 4 units for lots larger than 280 m^2* (3,014 ft^2)

*lots larger than 4,050 m^2 (1 acre) are not eligible

The legislation also lists requirements to determine a lot's eligibility for SSMUH. Eligible properties must:

- be within the Urban Containment Boundary (UCB) (see Attachment B)
- be connected to both municipal water and sewer
- not have an existing heritage designation by bylaw
- not be within a Transit Oriented Area (TOA)
- not be larger than 4,050 m^2 (1 acre)
- not be in a zone with a minimum lot size larger than 4,050 m^2 (1 acre)

Properties that do not meet the above criteria must be zoned to permit a minimum of two dwelling units (e.g. one dwelling unit plus a secondary suite or accessory dwelling unit (ADU)).

Exemptions for Hazardous Areas

Lands subject to a hazardous condition can be exempted from the SSMUH legislation provided the local government has obtained a report by a qualified professional certifying that increasing residential density would significantly increase the threat or risk and the threat or risk cannot be practically mitigated. A future analysis will be conducted to identify areas of hazardous conditions (such as steep slopes and floodplains) and explore potential exemptions from the SSMUH legislation.

Scope of SSMUH in the Township

Upon implementation of the SSMUH legislation, it is estimated that approximately 55% of the Township's single family and duplex lots (~15,000 properties) will qualify for 3 to 4 units. Eligibility for 3 to 4 units varies widely by community, largely due to municipal water and sewer servicing. For example, Brookswood and Fort Langley are largely exempt due to existing servicing, with a respective 15% and 22% of single-family and duplex lots considered eligible. By contrast, close to 100% of the applicable lots in Walnut Grove and Murrayville are eligible (99% and 98%, respectively).

Public Hearing

Section 464(4) of the LGA prohibits local governments from holding a public hearing for bylaw updates to comply with SSMUH. Pre-notification of Bylaw No. 6020 has been completed, consistent with the practice under Section 467 of the LGA and Development Application Procedures Bylaw No. 5760.

ZONING BYLAW AMENDMENTS

Section 481.3 of the LGA requires that the Township adopt a zoning bylaw that permits SSMUH by June 30, 2024. When updating the Zoning Bylaw, the Township is required to consider the Provincial Policy Manual and may not use its authorities to unreasonably prohibit or restrict the use or density of use required under SSMUH. The Provincial Policy Manual provides recommendations for standard zoning provisions such as building height, lot coverage, setbacks and parking to ensure that SSMUH developments are not unduly restricted by zoning requirements. In preparing the proposed changes, Township staff sought to balance meeting the legislated obligations and facilitating SSMUH while continuing to prioritize the Township context and the needs of Township residents. Staff also sought to simplify Zoning Bylaw provisions. The following table and subsequent discussion outline some key proposed updates to the Zoning Bylaw. A full list of proposed amendments can be found in Attachment C and Bylaw 6020.

Table 2: Key proposed Zoning Bylaw updates

Proposed	**Provincial Recommendation**	**Current Zoning Bylaw**	**Justification**
Units per lot			
3 units for lots ≤ 280m^2 (maximum) 4 units for lots > 280m^2 (maximum)	3 units for lots ≤ 280m^2 (minimum) 4 units for lots > 280m^2 (minimum)	Single-family dwellings are allowed one secondary suite. Some areas zoned for coach houses instead of suites.	Meets the Province's minimum required allowable units. Proposed would also be a maximum.
One secondary suite OR accessory dwelling unit allowed on all single-family or duplex lots with SSMUH exemptions[1]	Minimum one secondary suite OR accessory dwelling unit allowed on all single-family or duplex lots with SSMUH exemptions	One secondary suite allowed per single-family dwelling	Meets the Province's recommendations and allows for more dwelling types
Permit secondary suites in duplexes (two-family dwellings)	Provide flexibility for various building forms and	Only single-family homes are permitted suites	Meets Province's recommendations and Township's Housing Action Plan. BC Building

[1] Subject to applicable municipal and provincial regulations (e.g. Agricultural Land Commission)

	configurations, as well as tenure types		Code permitted suites in duplexes (two-family dwellings) as of 2019.
Maximum Lot Coverage			
Compact lots: up to 55% R lots: 35%, up to 45% with infill	50%	Compact lots: up to 55% R lots: 25-35%	Maintains lot coverage for consistency in neighbourhoods and retains rainwater infiltration. Allowing extra coverage for infill promotes house retention.
Maximum Height			
9m 4.5m for rear infill	11m	9m 3.75m for accessory buildings	3 storeys are possible within 9m. Height allowance lower for rear infill to reduce overlook into adjacent yards, but slightly higher than current accessory building height to allow livable-sized units.
Setbacks			
Front: 6m to max.7.5m 2.5m for compact lots 3.5m for rear-loaded regular lots Side: 1.2m Rear: 3m	Front: 2m Side: 1.2m Rear: 1.5m	Front: 6-7.5m 2.5m for compact lots Side: 1.2-1.5m Rear: 6-7.5m	Maintains front setbacks to accommodate parking. Reduced front setbacks on rear-loaded lots. Reduced rear setbacks to allow for more units and infill.
Parking			
1 per unit, minimum 2 per lot	1 per unit	2-4 per single-family dwelling	Meets provincial recommendation. Requiring additional parking beyond 1 per unit may “unreasonably restrict density” on smaller lots

Zoning Bylaw Updates and Implications

1) General

Although the Rural Zones provide for single-family dwellings, no amendments are proposed as the minimum lot size for all Rural Zones is greater than 4,050 m2 (1 acre) and the zones already provide for two single-family dwellings each.

Minimal changes are proposed to the Suburban Residential Zones to align with the SSMUH requirements. SSMUH is proposed to be permitted, but many of the lots are not eligible, even when they are located in the Urban Containment Boundary and less than 4,050 m2 (1 acre), because they are not serviced by municipal water and sanitary sewer systems. The Suburban Residential Zones exempted from SSMUH are proposed to provide for a single-family dwelling and an accessory dwelling unit or a secondary suite.

The Comprehensive Development Zones are proposed to be amended to allow SSMUH without amending any of the detailed provisions incorporated in the zones. Each Comprehensive Development Zone includes site specific provisions for lot coverage, siting, height and parking which may require individual consideration and/or variance(s) should a property owner elect to proceed with SSMUH.

2) Section 102 – Definitions

The Zoning Bylaw currently provides for one dwelling unit on a lot zoned for single-family use. A dwelling unit may also include a secondary suite (defined by a second set of cooking facilities). The proposed amendments introduce a definition of a small-scale multi-unit development, revises the definition of a dwelling unit and adds definitions for secondary suite and accessory dwelling unit. These changes allow up to four dwelling units to be accommodated on a lot, subject to eligibility provisions and lot size, while providing flexibility through a combination of various housing forms to suit the needs of the property owner(s).

The proposed definition of a secondary suite retains the maximum area of 120 m^2 as adopted by Council on January 27, 2020. The proposed definition removes the requirement for the principal dwelling unit to be owner-occupied.

A definition for ‘urban containment boundary’ is proposed to be added to the Zoning Bylaw to allow for reference when considering eligibility for SSMUH.

The definition for two-family dwelling is proposed to be updated to allow secondary suites.

A definition of ‘infill housing’ has been added to allow the opportunity for retention of existing homes if SSMUH units are added to a lot.

The definition of ‘tandem parking’ is proposed to be modified to include both indoor and outdoor tandem parking configurations in order to provide each dwelling unit’s parking space(s) unobstructed access to a drive aisle or driveway.

The proposed amendments include several housekeeping items to ensure consistency between the new definitions and bylaw provisions.

3) Section 107 – Parking

The Provincial Policy Manual recommends a maximum parking requirement of one parking space per unit. The proposed Zoning Bylaw amendments establish a requirement of one parking space per unit with a minimum of two parking spaces per lot. This approach will maintain a minimum of two parking spaces per single-family lot and eliminates the three to four parking spaces per lot required in the residential compact lot zones. The parking provisions have been coordinated with siting provisions to provide space on the lot to accommodate the required parking while also having clear access to the street. Additional driveways are proposed to be permitted on corner lots to facilitate SSMUH. Further review of parking and driveway provisions in the Zoning Bylaw and Subdivision and Development Servicing Bylaw No. 5382 is required to ensure a functional street (sidewalk, boulevard, street trees, lights, place for collection bins).

The amendments to Section 107 also include an exemption for lots located in Transit-Oriented Areas (Bill 47) from parking requirements for residential uses to align with provincial requirements.

According to TransLink's Trip Diary Survey (2017), 88% of trips in the Township are made by car. Parking is expected to be among the more significant impacts of the imposed housing legislation.

4) Sections 300, 400 and 900 – Permitted Uses

The Zoning Bylaw defines two categories of single-family residential zones. The standard "R" zones range in minimum lot area from 371.6 m^2 (4,000 ft^2) to 930 m^2 (10,010 ft^2) are typically front loaded and are located primarily in established communities (such as Aldergrove, Brookswood, Fort Langley, Murrayville and Walnut Grove). The compact lot "R-CL" zones range in minimum lot area from 220 m^2 (2,368 ft^2) to 355 m^2 (3,821 ft^2), include both front and rear loaded configurations and are located primarily in Willoughby. The proposed amendments do not change the current lot size and configuration parameters of the existing zones except for the Residential Zone R-2. In all zones considered restricted by the province, the proposed bylaw amendments include changing the permitted residential use from single-family to small-scale multi-unit development. The bylaw amendments also include adding the provincial eligibility provisions that must all be met before a SSMUH development can proceed to building permit (e.g. water and sewer servicing).

The proposed Booth, Fernridge and Rinn Neighbourhood Plans include provisions for SSMUH in new developments and requires a rear loaded lot configuration.

5) Sections 300, 400 and 900 – Lot Coverage, Building Height, Setbacks

The existing standard "R" zones include a maximum lot coverage of 35% subject to conditions, front yard setbacks of 7.5 m, 9 m building heights and a requirement for two parking spaces per lot. The local roads fronting the lots are typically 20 m wide with parking on both sides in between driveways. The "R-CL" zones typically include a maximum lot coverage of 50%, front yard setbacks of 2.5 m (with design exceptions for porches and requirements for greater setbacks in front of garages), 9 m building heights and a requirement for three to four parking spaces per lot. The local roads fronting the lots range from 16.8 m wide with parking on one side to 20 m wide with parking on both sides. The compact lot zoning requirements (lot areas, dimensions, siting, etc.) were developed precisely to fit a single-family house, yard and garage.

The proposed amendments align with regards to the provisions for lot coverage, building height and setbacks across zones providing an opportunity for future consolidation and simplification of the Zoning Bylaw.

The Provincial Policy Manual recommends 50% lot coverage for SSMUH developments. The proposed amendments retain the existing maximum lot coverage. Analysis indicates that on larger lots where the lot coverage is 35%, four units of 82 to 105 m^2 (880 to 1,128 ft^2) could be developed while limiting the change to existing neighbourhoods, maximizing open space and retaining permeable area. To encourage retention of existing structures, the proposed amendments permit an increase in lot coverage to 45% where an existing house is retained. The proposed amendments also remove a number of conditional parameters associated with lot coverage providing for simplicity and design flexibility.

The R and R-CL zones are proposed to be amended to allow a variety of building heights:

- non-dwelling accessory buildings (3.75 m maintained)

- infill ADUs (4.5 m proposed), infill coach houses (9 m proposed) within backyard
- SSMUH or single-family redevelopment in any form (9m maintained) anywhere within new, reduced setbacks (note this includes backyards)

These amendments align with the Provincial Policy Manual and accommodate SSMUH while considering overlook on adjacent properties and massing of buildings in established neighbourhoods.

The proposed amendments to height also include a provision for third storeys, subject to the number of units proposed on the lot. Basements are permitted wherever feasible noting the definition of 'height' is taken from the average finished grade at the perimeter of a building.

The proposed setbacks have been defined with the objective of retaining space for parking, increasing flexibility for site design and in consideration of fit within established neighbourhoods while responding to the Provincial Policy Manual. A maximum front setback of 7.5 m is proposed for front-loaded lots to prevent principal dwellings being pushed back to the rear setback with front yards dedicated to parking. In all cases, minimum British Columbia Building Code fire separation requirements must be met and may result in increased setbacks from buildings or property lines.

Eighteen existing Comprehensive Development Zones are considered restricted zones as per the legislation. Each of the Comprehensive Development zones was uniquely developed. The proposed amendments update the use to provide for small-scale multi-unit development as a permitted use where single-family residential use was permitted. While no other changes are proposed, a future review of the Comprehensive Development Zones is recommended.

Proposed changes to the Zoning Bylaw aim to functionally accommodate the number of units required by the Province while considering the existing infrastructure and character of the neighbourhoods. It is anticipated that parking will be a key challenge for implementation of SSMUH as space may be limited to accommodate the required off-street parking and other considerations such as collection bin storage, snow storage and parking for accessory home occupations. On-street parking may be impacted due to cumulative shortage of off-street parking and the limited availability of public transit in the Township. Also, the impacts of SSMUH on tree canopy coverage, infiltration measures and the cost associated with adding or converting structures to accommodate dwelling units have not been analyzed in an integrated manner, under the tight timeline imposed by the Province. Accordingly, additional changes to the Zoning Bylaw and associated bylaws may be required.

Instream Applications and Existing Lots

The proposed amendments to the Zoning Bylaw upon adoption of Bylaw No. 6020 will be applicable to instream development applications. Instream applications have been provided direction to work with staff on site reconfigurations and voluntary commitments with regards to density. Prior to advancing a development application for Council approval, a developer is required to retain a qualified professional to confirm that servicing capacity is sufficient for the permitted use. The Local Government Act provisions with regards to non-conformity will be applicable to existing lots and buildings.

FINANCIAL IMPLICATIONS

Cost recovery for infrastructure, services and amenities is critical to ensure Township communities have the services they need for additional population density resulting from SSMUH.

Development Cost Charges (DCCs)
A recent update to Development Cost Charges (DCC) Bylaw No. 5897 provides a provision to allow DCCs to be charged on residential buildings with fewer than four units, as follows:

Section 5.c: For certainty, this bylaw imposes charges in respect of a building permit or structure that will, after the construction, contain fewer than four dwelling units and for which the dwelling unit in the building or structure will be put to no other than residential use.

DCCs are recommended for each SSMUH unit except for secondary suites within a single-family home. Currently, the DCC rate for single-family homes is calculated to include a secondary suite.

Subject to Council direction and budget authority, staff will commence work on a DCC Bylaw update in the fall/winter of 2024, with final update in 2025, to implement new provisional uses and ensure SSMUH charges are accurately reflecting the increased cost burden. In the interim, staff are reviewing options for DCC rates within the current bylaw to ensure rates are reflective of SSMUH density.

Amenity Cost Charges (ACCs)
Amenity Cost Charges (ACCs) are a new development finance tool that allow local governments to collect funds for amenities like community centres, recreation centres, daycares and libraries from new development that results from increased housing and population.

ACCs can provide funding for amenities typically recovered through CACs without the need to rezone. CACs are still permitted for use by municipal governments; ACCs represent an additional tool. With Council's direction, staff will commence work on an ACC Bylaw in the fall of 2024 for completion in 2025.

Secondary Suites
At present, the Township of Langley requires an annual licencing fee of $350 for a secondary suite in a single-family dwelling, or $175 fee for family-occupied suite. There is also a 30% charge for applicable water/sewer services which is levied on property taxes. With the implementation of SSMUH, it is recommended that all non-stratified dwelling units, additional to the principal dwelling unit, be considered a secondary suite as per the current licencing program to ensure cost recovery for services. With Council's direction, staff will expedite an update to the Licencing Bylaw in the summer of 2024 to allow for these charges.

Future Planning Activities

In addition to the legislative requirements outlined in Table 1, the following items have been identified for consideration, review and action:

1) Updates to key plans

Community Plans and Neighbourhood Plans should be aligned with the updated Zoning Bylaw. SSMUH-related updates to the Booth, Fernridge and Rinn Neighbourhood Plans and the Brookswood-Fernridge Community Plan are in progress. Consideration will be given to 200

Street 2040 plans and the potential for future TOA sites along the proposed Bus Rapid Transit (BRT) on 200 Street. Updates to the various plans will be undertaken in 2024 and 2025 to ensure alignment of density provisions and housing needs.

2) Infrastructure needs, thresholds and connection processes

The density potential of SSMUH was not accounted for in the Township's existing Engineering Servicing Plans and water and sewer infrastructure. A review of the remaining capacity of water and sewer infrastructure across the Township should be completed to identify thresholds or "tipping points" where additional property connections and/or density could overload the system. Sanitary sewer overflows can result in the discharge of hazardous contaminants into environmentally sensitive areas and represent a public health risk. If water demands exceed supply capacity, it could result in a reduced ability to provide adequate fire protection. Staff recommend that service connection and extension requests for SSMUH are deferred until a comprehensive review can be completed. With Council's direction, staff will work to complete this review in 2025. A budget request will be included in the 2025 budgetary process.

3) Development Permit – Form and Character

Development permit guidelines to address the context of SSMUH developments can provide the flexibility to respond to form and character considerations that are difficult to define in the Zoning Bylaw. It is recommended that staff be directed to develop a delegated form and character development permit area for SSMUH development. The guidelines should be simple and in alignment with the Provincial Policy Manual to ensure that the Development Permit does not unreasonably prohibit or restrict the use or density of use.

The Township has designated areas where development permits may be applicable to proposed SSMUH developments according to the current designations and exemptions. It is recommended that existing development permit areas and implementation practices (including exterior design control agreements) be reviewed and revised as needed to clarify applicability to SSMUH.

In the interim, staff will advance Development Permits to Council in accordance with Development Permit Area designations as applicable. In areas where an exterior design control agreement was registered at time of subdivision, the proposed SSMUH development will be first reviewed for alignment with the exterior design control agreement noting that the addition of an ADU in character with the main house will likely be considered in alignment and not require a Development Permit.

Creating a common SSMUH Development Permit area for the Township will help ensure equal treatment of all developments. With Council's direction, staff will begin work on a delegated Intensive Residential Form and Character Development Permit in the summer of 2024. A follow-up report outlining details of the new DP, along with any recommended adjustments to existing DPs, will be provided to Council for their consideration and adoption.

4) Other Bylaw Updates

Other relevant bylaws, such as the Building Bylaw and the Subdivision and Development Servicing Bylaw should be reviewed and updated to align with the updated Zoning Bylaw. Subject to Council direction, this review would be expedited for key alignments, starting summer 2024.

5) Public Communications

Information on the provincial housing legislation and frequently-asked-questions will be available on the Township website at tol.ca/bill44. A Geosource map of SSMUH-eligible lots will also be available.

6) Curbside Collection

Municipalities across Metro Vancouver are reviewing best practices for curbside collection for SSMUH-type units.

7) Fire Safety and Emergency Access

In accordance with section 7.2 of Building Bylaw No. 4642, all two-family dwellings or greater within the same building will require a sprinkler system, while sprinklers are not required in single-family homes with a secondary suite. A review of water infrastructure for fire hydrant fire flows is being undertaken to determine priority areas for upgrades.

SSMUH units in existing neighbourhoods will be addressed using unit numbers with the current address (e.g. *Unit 1, 123 Street*) to ensure first responders can locate the caller in an emergency. Secondary suites are not assigned a unit number and are considered part of the main address.

8) Continuous Monitoring

Given the unprecedented and sweeping nature of the provincial housing legislation, many uncertainties remain as to how these changes will transpire on the ground in Township communities. A monitoring program will be implemented to track SSMUH development to ensure the Township can be responsive to issues as they arise. Staff will report back in one year with information and recommended revisions to the Zoning Bylaw and other plans/bylaws, if required.

Respectfully submitted,

Krista Robinson
COMMUNITY AND POLICY PLANNER
for
BYLAW, LEGAL, AND STRATEGIC
IMPLEMENTATION DIVISION

Teresa Hanson
MANAGER, DEVELOPMENT PLANNING
for
COMMUNITY DEVELOPMENT DIVISION

This report has been prepared in consultation with the following listed departments.

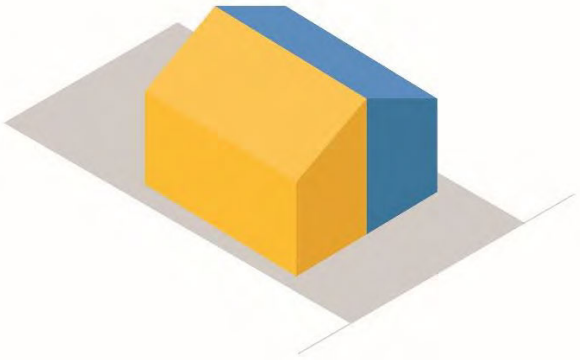
CONCURRENCES	
Division / Department	**Name**
Permits, Licences and Inspections Division	R. Cesaretti
Engineering Division	R. Zwaag
Fire Division	J. deRoy

ATTACHMENT A SSMUH Example Images

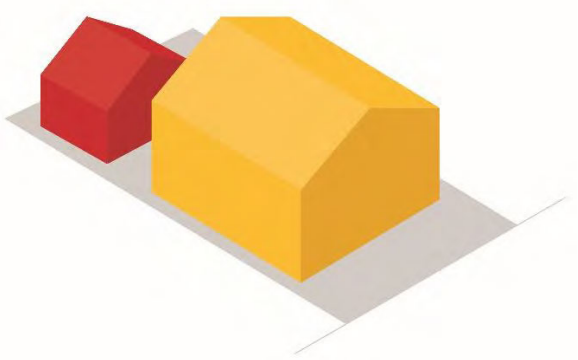
ATTACHMENT B Urban Containment Boundary

ATTACHMENT C Redline Version of Zoning Bylaw

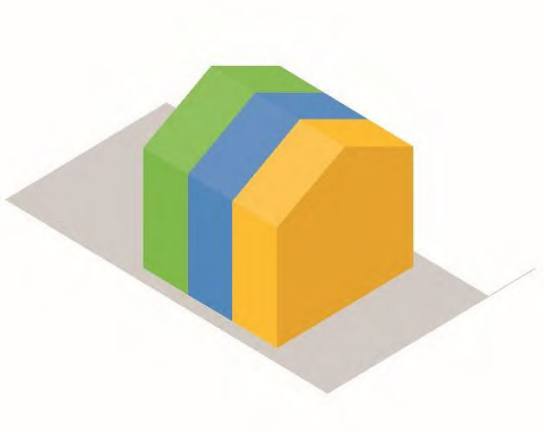
SSMUH Example Images



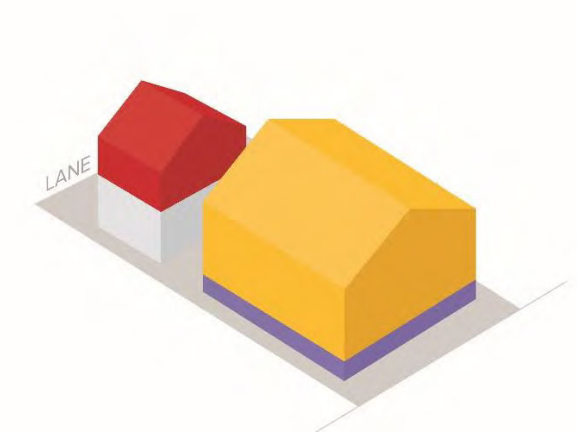
Two units



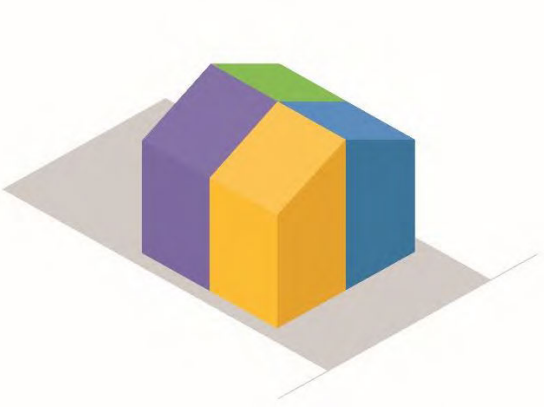
Two units
(includes accessory dwelling unit)



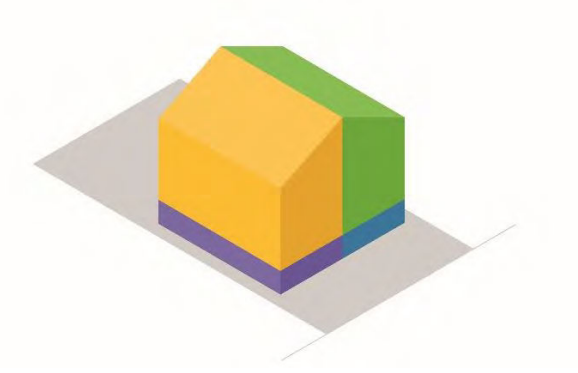
Three units



Three units
(includes secondary suite and coach house)

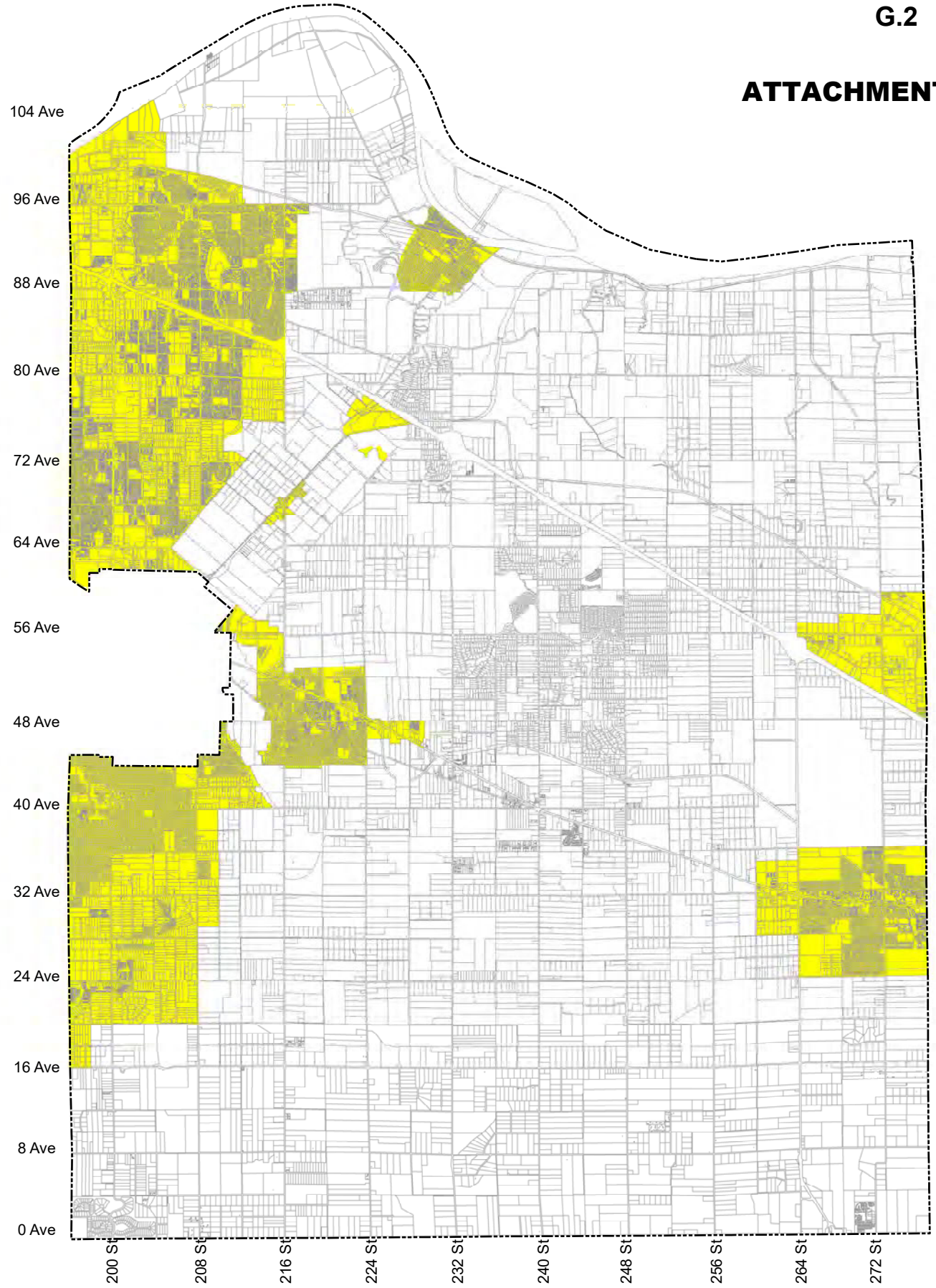


Four units



Four units
(includes two secondary suites)

ATTACHMENT B



Urban Containment Boundary

N

Urban Containment Boundary

0 1 2 4 km

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SECTION 100 - ADMINISTRATION

101 - APPLICATION

Title

101.1 This Bylaw may be cited as the "Township of Langley Zoning Bylaw 1987 No. 2500."

Applicability

101.2 This Bylaw shall be applicable to all of the Township of Langley. The locations of the zones established by this Bylaw are shown on Map Schedules ML.7.1 to ML.14.32 inclusive which are attached to and form part of this Bylaw.

Severability

101.3 If any part of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, it shall not affect the validity of the remaining parts of this Bylaw.

Interpretation

#5109 14/09/15 101.4 If this Bylaw expressly permits a use in one zone, and does not expressly permit that use in a second zone, that use is not permitted in the second zone, under more general use provisions or otherwise.

Zoning By-Laws Repealed

101.5 "Langley Zoning By-Law, 1948," No. 658; "Fort Langley Zoning By-law, 1948," No. 677; "Murrayville Zoning By-law, 1950," No. 720; "Langley Zoning By-law 1970," No. 1302; "Brookswood-Belmont Zoning By-law 1970," No. 1304; "Langley Zoning By-law, 1978," No. 1799; "Commercial Establishments Control By-law, 1966," No. 1191; "Fraser Highway Business Zoning Amendment By-law, 1978", No. 1719" and "Commercial Establishment Control By-law, 1961," No. 1037 are hereby repealed.

102 - DEFINITIONS

In this Bylaw, unless the context otherwise requires:

#2663 09/01/89 #3782 27/07/98 #4237 03/11/03 **"ACCESSORY BUILDING"** means a *building*, or *structure*, the *use* or intended *use* of which is customarily incidental or subordinate to that of a permitted principal *building* or *use* situated on the same *lot* and is separated from a principal *building* by a minimum of 1.5 metres.

"ACCESSORY DWELLING UNIT" means a *dwelling unit* within an *accessory building*.

#3954 16/10/00 **"ACCESSORY HOME OCCUPATION"** means an occupation, profession or hobby craft which is incidental and subordinate to the *use* of a dwelling for residential purposes and which does not change the residential appearance or character of the dwelling or neighbourhood in which it is located.

#2663 09/01/89 **"ACCESSORY USE"** means a *use* that is customarily and clearly incidental or subordinate to a permitted principal *use* of the land, *building* or *structure* situated on the same *lot*.

#4859 30/05/11 **"ADULT DAY CARE"** means a *use* that provides supportive programs and personal care services for seniors and adults with disabilities and is licensed under the Community Care and Assisted Living Act as amended.

#3848 04/03/02 **"ADULT RETAIL STORE"** means the *use* of all or any portion of a *building* or *structure* for the display, sale or rental, or any combination of display, sale, or rental of objects, novelties, devices, paraphernalia or aids designed or intended to be used in a 'sexual act' as defined pursuant to the Motion Picture Act, R.S.B.C. 1996, c.314, including replicas of male or female sexual organs including buttocks or female breasts, or objects, novelties, devices, paraphernalia or aids intended for *use* in the enactment of human bondage or sadomasochistic activities; excluding a 'drug' or 'device' 'dispensed' by a 'pharmacist', all as defined in the Pharmacists, Pharmacy Operations and Drug Scheduling Act, R.S.B.C. 1996, c.363; and excluding the sale of contraceptive devices.

#5913 23/10/23 **"AGE-FRIENDLY AMENITY AREA"** means a common area or areas located indoors, outdoors, or both, designed and programmed for cultural, social, and recreational activities, accessible to all residents of a site including residential rental tenants, and having a portion equipped with children's play components.

#3795 21/06/99 **"AGRICULTURAL USE"** means a *building* or *use* for:

a) the growing, producing and harvesting of agricultural products, but excluding *commercial greenhouses*;
b) the keeping of poultry, pigeons, doves, bees, or other livestock, but excluding *fur farms*, *kennels*, *feedlots* with more than 12 cattle per hectare, and *intensive swine operations* having more than three brood sows and four *feeder swine*;
c) the keeping, boarding, training, exercising and on-site rental of horses, including the provision of on-site riding lessons, but excluding equestrian centres, riding stables and competitive horse race tracks;
d) aquaculture, horticulture, viticulture, and nurseries. The storage, display and sale of accessory garden supply products (hard goods) and imported horticultural products (trees, shrubs, plants and bulbs) is permitted as an *accessory use* to a nursery, subject to:
    i) the nursery being the principal permitted *use* on the *lot*;
    ii) the nursery *lot* being 8 ha in size or greater;
    iii) no more than 70 m^2 of *building* floor area being used for the storage, display and sale of accessory garden supply products; and
    iv) no more than 60 m^2 of *lot area* being used for the outside storage, display and sale of accessory garden supply products; and
    v) the combined land and *building* area used for the storage, display and sale of imported horticultural products not exceeding five percent of the total area.
e) the processing and/or sale on a bona fide *farm* of the primary agricultural products grown on that *farm*;
f) the sale on a bona fide *farm* of fruit and vegetables where at least 70 percent of the fruit and vegetables sold are grown on that *farm*, with the remainder grown in other areas of British Columbia;
g) the storage on a bona fide *farm* of agricultural supplies and equipment used on that *farm* and the repair of *farm* machinery, implements, equipment and other agricultural machinery and implements used on that *farm;*
h) bed and breakfast facilities, allowing a maximum of three sleeping units in either a principal or *accessory building,* subject to:
    i) being specifically permitted by the Agricultural Land Commission;
    ii) being an *accessory use* on the property;
    iii) being limited to one establishment per legal parcel;
    iv) being located on a *lot* having a minimum lot size of 1.7 ha (4.2 acres);

v) the bed and breakfast *lot* being owner occupied;
vi) complying with health, fire and building codes; and
vii) obtaining a valid business licence.

i) mushroom *farms*, subject to:
i) complying with the provisions of Farm Bylaw 1998 No. 3771; and
ii) being located within the Agricultural Land Reserve (ALR).

j) on-*farm* mushroom composting operations, subject to:
i) complying with the provisions of Farm Bylaw 1998 No. 3771;
ii) being located within the Agricultural Land Reserve (ALR); and
iii) being located outside a minimum distance of 500 metres from the Agricultural Land Reserve boundary, where the ALR boundary abuts either a "Designated Urban Growth" area or that portion of the designated "Salmon River Uplands" area located south of the 64 Avenue alignment.

but excludes all manufacturing, processing, storage and repairs not specifically included in this definition.

#4567 07/05/07 **"AMENITY AREA"** in an 'RM' zone or any other zone permitting multiple family uses means a private landscaped area of useable open space. Includes a landscaping area pursuant to Section 111 of this Bylaw, and may include a lawn or grass, sidewalks and patios located immediately adjacent to the *apartment* or *townhouse* units. In an 'FH-1' zone, *amenity area* means a landscaped area of useable open space accessible to the residents of the *float home* community.

#2608 04/07/88 #4567 07/05/07 "**AMUSEMENT MACHINE"** means any device or machine with a display that is mechanically, electronically or otherwise operated by the insertion of a token, a coin, or coins, including video and like terminals where a fee is paid for usage, and which is primarily for the amusement and enjoyment of the public.

"APARTMENT" means any *building* divided into not less than three *dwelling units* each of which is occupied or intended to be occupied as a permanent home of one *family*, but excludes *townhouses*, *two family dwellings* and *small-scale multi-unit housing developments*.

#2608 04/07/88 #3317 13/12/93 **"ARCADE"** means any place where more than four amusement machines are kept and the public may attend to play the various amusement machines, other than:

a) an establishment holding a current *Liquor Primary* liquor license under the Liquor Control and Licensing Act, or,
b) a public recreation, entertainment or *assembly use* permitted under Land Use Contract No. 74 in which a maximum of 10% of the floor area is used for amusement machines and where no less than 4 m^2 of floor space is provided for each machine.

"ASSEMBLY USE" means a *use* providing for the assembly of persons for religious, cultural, or educational purposes. Excludes boarding and *residential uses* with the exception of one *single family dwelling* unit.

#4859 30/05/11 **"BASEMENT"** means that portion of a *building* between two floor levels which has at least 50 percent of its vertical distance (measured from the top of any floor and the top of the next floor above it) below the average finished grade at the perimeter of a *building*.

#5357 23/04/18 "**BREWERY OR DISTILLERY"** means a brewery or distillery specified by a license issued under the Liquor Control and Licensing Act.

"BUILDING" means a *structure* which may or may not have a roof supported by columns or walls used or capable of being used for the shelter or accommodation of persons, animals or chattels and includes a portion or portions of a *building* as well as chimneys and steeples.

"CAMPGROUND" means a site used for the temporary accommodation of travelers in recreational vehicles or tents.

#5574 20/04/20 **"CANNABIS"** has the same meaning as in the Cannabis Act (Canada), as amended or replaced from time to time.

#5574 20/04/20 **"CANNABIS PROCESSING"** means the drying, sorting, trimming, chopping, testing, packaging, storage or wholesale distribution of cannabis, and the secondary processing of cannabis including but not limited to the production of oils, creams, health products, and food and beverage products, all in accordance with Applicable Law, but does not include *cannabis retail*, *cannabis production* or *cannabis research and development*.

#5574 20/04/20 **"CANNABIS PRODUCTION"** has the meaning ascribed to it in the Cannabis Production Farm Bylaw, 2019 No. 5496, as amended or replaced from time to time, in accordance with Applicable Law, but does not include *cannabis retail*, *cannabis processing* or *cannabis research and development*.

#5574 20/04/20 **"CANNABIS RESEARCH AND DEVELOPMENT"** means the systematic research or technical or scientific development of cannabis or any products containing or derived from cannabis, and may include a research laboratory, all in accordance with Applicable Law, but does not include *cannabis retail*, *cannabis processing* or *cannabis production*.

#5574 20/04/20 **"CANNABIS RETAIL"** means a retail use involving sales of cannabis or cannabis products, in accordance with Applicable Law, but does not include *cannabis processing*, *cannabis production* or *cannabis research and development*.

#3782 27/07/98 #4859 30/05/11 **"CASINO HALL"** means an establishment used or intended to be used for the purpose of playing or operating games of chance or mixed chance and skill on which money may be wagered, where a license has been issued by the British Columbia Gaming Policy and Enforcement Branch; and includes a *casino hall* where such a license has been issued to charitable or religious organizations as a licensee; and includes a *casino hall* used for video lottery gaming or slot machine gaming; but excludes bingo halls.

#5557 12/07/21 **"CEMETERY"** means land that is set apart or used as a place of burial of human remains or cremated remains and includes any incidental or ancillary buildings on the land.

#4567 07/05/07 **"CHEQUE CASHING FACILITIES"** means a business other than a bank or credit union regulated under the Financial Institutions Act or the Bank Act that cashes cheques for a fee or for less than face value of the cheque.

#4859 30/05/11 **"COACH HOUSE"** means an *accessory dwelling unit* which is located only within the second *storey* of ~~the~~ a detached garage on a *lot*.

#2845 25/06/90 **"COMMERCIAL GREENHOUSE USE"** means a *greenhouse* for the growing of horticultural products, including but not limited to flowers, nursery stock, vegetables and fruit, for sale, or any *greenhouse* with a *gross floor area* greater than 38 m^2.

#2539 11/04/88 #2608 04/07/88 #2663 09/01/89 #3088 06/01/92 #3317 13/12/93 #4296 04/04/05 #4567 07/05/07 #4859 30/05/11 #5490 30/09/19 #5912 25/09/23 #5959 20/11/23

"COMMERCIAL USE" means the retail sale of goods and services, servicing and repair of goods, offices, medical clinics, *personal service use*, veterinary clinics*, restaurants*, financial institutions, education, recreation, entertainment and instruction uses. Excludes a *highway commercial use*, *medical marihuana dispensary use, amusement machines* unless accessory to a permitted *use*, *arcades*, *pool halls, service stations*, *gas bars, vehicle servicing, vehicle repair shops*, vehicle storage compounds, *vehicle body shops*, *wrecking and salvaging yards*, and *uses* that are primarily manufacturing or warehousing, and *casino halls*, age-restricted sales premises (as defined by the Public Health Act E-Substances Regulations), *pawnbrokers* and *cheque cashing facilities*. Includes a *U-Brew*, "*Food Primary Use*" where licensed as a *Food Primary Use* by the Liquor Control Licensing Branch in accordance with the Liquor Control Licensing Act and Regulations.

#3782 27/07/98 #4499 12/06/06 #4567 07/05/07

"COMMERCIAL VEHICLE" means a *commercial vehicle* as defined in the "Commercial Transport Act" which exceeds a licensed gross vehicle weight of 5600 kilograms, and includes any commercial trailer in excess of ten feet in length, regardless of the weight of the trailer, that is not attached to the tractor portion of the vehicle, but excludes a farm or recreational vehicle. The tractor portion of a *commercial vehicle* with an attached commercial trailer is deemed to be one *commercial vehicle*. The tractor portion of a commercial vehicle having an unattached trailer is also deemed to be one *commercial vehicle*, as is an unattached trailer. This includes a *container* whether or not it is supported by wheels.

#4906 04/03/13

"COMMON AMENITY AREA" means an outdoor or indoor area specifically designed for use by all residents living on site for cultural, social and recreational activities.

#4729 06/07/09 #4859 30/05/11

"COMMUNITY CARE FACILITY" means a *use* or facility providing for the care of persons in premises licensed under the "Community Care and Assisted Living Act".

#4567 07/05/07

"CONTAINER" means a portable compartment used for storage or other purpose that is made to be transported by rail, *commercial vehicle*, or other means.

"CONVENIENCE STORE" means a retail store devoted to the retail sale of groceries, perishable items and sundry household items catering to the day to day needs of residents of the local neighbourhood.

#3010 15/04/91

"COOKING FACILITIES" means the equipment used to cook a meal and includes gas or electric ranges or stoves, microwave ovens, counter top cooking units, hot plates, wall ovens, toaster ovens, electric frying pans, pressure cookers, crock pots or any other such cooking facility or any combination of such cooking facilities and includes the arrangement of service lines which provide the energy source being used or intended to be used to service such facilities, and kitchen cabinets, dishwashers, laundry facilities and all ancillary equipment.

#4859 30/05/11

"CORNER LOT" means a *lot* having a minimum of two *lot lines* abutting a *street* or *lane*, one of which is a *side lot line*.

#3468 05/06/95

"CREMATORIUM" means a *building* or part thereof fitted with appliances for the purpose of the cremation of human remains.

“CUSTOMS BROKERS OFFICE" means an office acting on behalf of importers and exporters of commercial goods. The business conducted shall be solely that of preparing customs documents for the release of imported or exported goods.

"DISCARDED MATERIAL" shall mean any material not in *use* for the construction, maintenance or as part of the equipment or furnishings of a *building* situated on real property and includes appliances, *wrecked vehicles*, or other chattels in a dismantled or damaged condition not in *use* for the purpose for which it was manufactured or intended to be used and occupying a place open to the public view.

#3835 25/01/99 **“DOG DAYCARE”** means an indoor facility providing for the temporary care of a maximum of 25 dogs at one time between the hours of 6:00 am and 10:00 pm with no overnight boarding. The training and grooming of dogs, the retail sale of dog food and supplies, and the provision of outdoor exercise facilities are permitted as an *accessory use* to a *dog daycare*.

#3010 15/04/91 #4522 06/11/06 #4567 07/05/07 #4859 30/05/11 #5542 27/01/20 **“DWELLING UNIT”** means one or more habitable rooms occupied as residential accommodation by one *family* and containing or providing for only one set of *cooking* and/or laundry facilities located within a ~~single-family or multi-family~~ rural or residential zone. Excludes *hotel* or *motel* units or recreation *vehicles*. ~~A maximum of two sets of cooking and/or laundry facilities may be permitted within an owner-occupied fee simple detached single-family principal *dwelling unit*, except where a *coach house* has already been legally constructed on a *lot*. The second set of cooking facilities must be contained within a secondary suite (as defined by the British Columbia Building Code) which may not exceed a maximum gross floor area of 120 m^2. On lands within the Agricultural Land Reserve one additional set of cooking and/or laundry facilities may be permitted on a *lot* in accordance with Provincial Agricultural Land Commission regulations.~~

#5396 04/11/19 “**EV (ELECTRIC VEHICLE)**” means a *vehicle* that uses electricity for propulsion, and can use an external source of electricity to charge the *vehicle*’s batteries.

#5396 04/11/19 **“ELECTRIC VEHICLE ENERGY MANAGEMENT SYSTEM”** means a system to control *electric vehicle* supply equipment electrical loads comprised of monitor(s), communications equipment, controller(s), timer(s) and other applicable devices.

#5396 04/11/19 **“ELECTRIC VEHICLE SUPPLY EQUIPMENT”** means a complete assembly consisting of conductors, connectors, devices, apparatus, and fittings installed specifically for the purpose of power transfer and information exchange between a branch electric circuit and an *electric vehicle*.

#5396 04/11/19 “**ENERGIZED OUTLET**” means a connected point in an electrical wiring installation at which current is taken to supply utilization equipment.

#3010 15/04/91 #4522 06/11/06 **"FAMILY"** means one or more persons related by blood, marriage, legal adoption or legal guardianship, and may include foster children and a maximum of two boarders occupying a *dwelling unit*; or no more than five unrelated persons.

"FARM" means an individual *lot* used for the growing, rearing, producing and harvesting of agricultural products.

"FARM AUCTION" means the auction of livestock and *farm* related goods including those goods incidental to a farm sale.

"FEEDER" means a pig, between the age of eight weeks and six months, weighing less than 102 kilograms.

"FEEDLOT" means any *building*, place or farm where cattle are raised, maintained or kept, and where the concentration of such cattle is greater than 12 cattle per hectare of land upon which the *Feedlot* is located, but shall not apply where cattle are for the sole purpose of supplying milk, or veal calves weighing less than 136 kg, or veal calves less than three months of age.

#4859 30/05/11 **"FLANKING STREET"** means a *street* abutting a *side lot line.*

#4567 07/05/07 **"FLOAT HOME"** means a house-like structure built on a flotation system, intended for *use* or being used or occupied as a *single family dwelling* and is not primarily intended for or useable in navigation.

#5375 01/10/18 #5349 15/04/19 #5913 23/10/23 **"FLOOR SPACE RATIO"** means the figure obtained when the area of all the floors of the *buildings* constructed or proposed to be constructed on a *lot* is divided by the area of the *lot*, subject to the following:

a) when calculating the *floor space ratio*, undevelopable areas (as defined in Community Plans or Neighbourhood Plans) are excluded from the *lot area* in all zones;
b) those areas used as an *accessory use* for parking within the *building* envelope or underground parking are excluded;
c) where parking is a principal use of the *lot,* those areas which are used for parking within the outermost walls of a *building* or underground shall be counted in the calculation; and
d) those areas used as indoor *age-friendly amenity areas(s)* are excluded from floor area.

#4296 04/04/05 **"FOOD PRIMARY USE"** means a *restaurant* specifically licensed by the Liquor Control Licensing Branch as a *Food Primary Use* pursuant to the Liquor Control Licensing Act and Regulations where food and liquor is prepared and consumed by the public.

#4567 07/05/07 #4859 30/05/11 **"FRONTAGE"** means that length of a *lot line* which immediately adjoins a *highway*:

a) In the case where more than one *lot line* adjoins a *highway*, the shortest *lot line*, excluding corner truncations, shall be considered its *frontage;*
b) In the case of a *corner lot* with a corner truncation, the *frontage* shall be measured to the point that would join the projected *frontage* and projected adjoining *side lot line;*
c) In the case of a panhandle *lot*, the *frontage* shall be considered the *lot line* abutting the *highway* from which the *lot* is accessed.

#4567 07/05/07 #4859 30/05/11 **"FRONT LOT LINE"** means the *lot line* common to the *lot* and an abutting *street*:

a) In the case where a *lot* has *lot lines* abutting two or more *streets*, the *front lot line* is the *lot line* with the shorter distance, excluding corner truncations, abutting a *street*;
b) In the case where the *frontage* of a *lot* abuts a *lane*, the *front lot line* is the *lot line* opposite to, not adjoining and most distant from the *frontage*;
c) In the case of a panhandle *lot,* the *front lot line* shall be the *lot line* of the main body of the *lot* closest to the *highway* from which the *lot* is accessed, including the width of the panhandle.

#3468 05/06/95 **"FUNERAL HOME"** means a *building* or part thereof used for *funeral services*. Such *building* may contain space and facilities for:

a) embalming and the performance of other services used in preparation of the dead for burial:
b) the display, storage and sale of caskets, and other related funeral supplies;
c) the storage of funeral vehicles; and
d) a chapel and offices

A *funeral home* shall not include a *crematorium* or an accessory *crematorium*.

#3468 05/06/95 **"FUNERAL SERVICES"** means the arrangements, care and preparation of human remains for interment, cremation or other disposition but does not include the act of cremation.

#2539 11/04/88 **"FUR FARM"** means a *use* involving the raising, breeding and/or marketing of fur-bearing animals excluding chinchilla and rabbits.

#2663 09/01/89 **"GAS BAR"** means any *building* or land used or intended to be used for the retail sale of motor fuels and lubricants. Excludes *vehicle servicing.*

#3782 27/07/98 #4859 30/05/11 **"GENERAL INDUSTRIAL USE"** means the general manufacture, assembly, repair, finishing, packaging and storage of products. Excludes heavy industrial and similar uses specifically permitted in the Heavy Industrial Zone M-3, the Heavy Industrial Zone M-4, and *wrecking and salvaging yards* and all industrial uses deemed as being reviewable in the Reviewable Projects Regulation as amended pursuant to the Environmental Assessment Act as amended.

#4859 30/05/11 **"GROUP CHILDREN'S DAY CARE"** means a *use* providing for the care of children and licensed under the Community Care and Assisted Living Act as amended. Includes a nursery school, pre-school, and other like child minding facility for more than eight children under the age of 12, including those of the operator.

#4859 30/05/11 **"GROSS FLOOR AREA"** means the sum of the area of each floor of a *building* including exterior walls.

#4339 01/11/04 #4859 30/05/11 **"HEIGHT"** means the vertical distance measured from the average finished grade at the perimeter of a *building* or *structure* to:

a) the highest point of a *building* or *structure*; or
b) the average level between the eaves and ridge of a *building* with a gable, hip, or gambrel roof.

"HIGHWAY" means a street, road, lane, bridge, viaduct, and any other way open to the *use* of the public, but does not include a private right-of-way on private property.

#3782 27/07/98 **"HIGHWAY COMMERCIAL USE"** means the sales, rental or servicing of *vehicles*, trailers, recreational *vehicles*, *mobile homes*, boats, *farm* and industrial machinery and equipment, and includes lumber and *building* supply yards, nurseries and garden supply centres, and *hotels*.

#5109 14/09/15 **"HOBBY BEEKEEPING"** means the keeping, owning, or maintaining of bees or bee hives on a *lot* occupied by the beekeeper.

#2663 09/01/89 **"HOME IMPROVEMENT CENTRE"** means paint and wallpaper, carpet and flooring, drapery, window shade and blind, hardware, cabinet and lighting fixture stores.

#5646 11/01/21 **"HOSPITAL"** means an institution designated as a *hospital* under the Hospital Act which provides medical and/or surgical care for sick or injured patients, primarily those who are temporarily lodged in the institution, including acute *hospital* and rehabilitation *hospital*.

#3782 27/07/98 **"HOTEL"** means a *building* or *buildings* where a minimum of 50 sleeping units is provided and where primary access to the sleeping units is usually obtained from an interior hallway through a common lobby area. Consists of one or more detached, semi-detached or multiple unit buildings, providing separate sleeping and *dwelling* units occupied or intended to be occupied primarily by transients with each sleeping *unit* being self-contained and having its own bathroom with a water closet, wash basin and bath or shower. An attendant may or may not be on duty at all times and dining facilities may or may not be provided. Excludes a dormitory. Includes as accessory *uses* a *restaurant*, *Food Primary Use*, *Liquor Primary Use* and *Licensee Retail Store* where licensed by the Liquor Control and Licensing Branch in accordance with the Liquor Control Licensing Act and Regulations.

"INFILL HOUSING" means one (1) or more detached *dwelling units* on a *lot* that contains one (1) retained *single family dwelling* or *two family dwelling* constructed before the date of adoption of Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020.

"INTENSIVE SWINE OPERATION" means an operation where *swine* are bred, fed or finished in an intensive *swine structure* housing more than three brood sows and four feeders and includes cleanup facilities and other ancillary facilities directly associated with the breeding, feeding or finishing of *swine* and facilities for the storage and processing of manure or animal feed and all open range.

#2663 09/01/89 **"INTENSIVE SWINE OPERATION SITE"** means that portion of a *lot* owned or otherwise under the control of the owner or operator of an *intensive swine operation* that is used:

a) to shelter or enclose *swine*;
b) to treat and/or store manure;
c) to mill and/or store feed;
d) and any other lands, plant and facilities comprising the *intensive swine operation*, including all open range used for *swine*.

"INTENSIVE SWINE STRUCTURE" means any *building*, *structure* and/or pen within which the animals of an *intensive swine operation* are housed for the purposes of breeding, feeding or finishing, the floor of which is a hard surface constructed of asphalt having a finished thickness of not less than 4 centimetres or concrete having a finished thickness of not less than 8 centimetres, and any *building, structure* or lagoon to treat and/or store manure, and any *building* or *structure* to mill and/or store feed.

#4567 07/05/07 **"KENNEL"** means any *building*, *structure*, compound, pen, cage or property other than a veterinary clinic in which more than two dogs are kept overnight for any purpose, or where more than two cats over four months in age are either bred or kept overnight for business purposes.

#4859 30/05/11 **"LANE"** means a road allowance not exceeding 9 metres in width which provides vehicular access to a *lot*.

#5396 04/11/19 "**LEVEL 2 CHARGING**" means a Level 2 electric *vehicle* charging level as defined by SAE International's J1772 standard, as amended or replaced from time to time. The standard currently defines it as a 208/240 volt circuit with a 20 to 100 amp rating.

#4296 04/04/05 #4626 26/11/07 **"LICENSEE RETAIL STORE"** means a business establishment specifically licensed by the Liquor Control Licensing Branch as a *Licensee Retail Store* pursuant to the Liquor Control Licensing Act and Regulations where beer, wine, spirits and other alcohol based products are sold to the public. May also include as accessory *uses* the accessory sale of convenience items customarily incidental and subordinate to a *Licensee Retail Store*.

#4296 04/04/05 **"LIQUOR PRIMARY USE"** means a business establishment specifically licensed by the Liquor Control Licensing Branch as a *Liquor Primary Use* pursuant to the Liquor Control Licensing Act and Regulations where food and liquor is sold and consumed by the public. May include as accessory *uses* an accessory *restaurant*, an accessory *Food Primary Use* and an accessory *Licensee Retail Store* as long as they are located on the same *lot* as the *Liquor Primary Use*.

#5587 22/11/21 **"LIVE-WORK TOWNHOUSE"** means a *townhouse* that on the ground floor excluding the garage or carport provides a minimum of 15 m^2 for a *commercial use*. Excludes medical clinics, veterinary clinics, recreation, and entertainment uses.

"LOT" means any parcel, block or other area in which land is held or into which land is subdivided.

"LOT AREA" means the total horizontal area within the *lot* line boundaries of a *lot*. Excludes the area occupied by a panhandle which shall be in addition to the minimum *lot area* required by this Bylaw. Where a *lot* is comprised of more than one zone, each zoned area shall be treated separately for the purpose of calculating minimum *lot area*.

"LOT COVERAGE" means the total horizontal area covered by all *buildings* and *structures* or projections thereof on a *lot*, and is expressed as a percentage of the *lot area*.

"LOT DEPTH" means the average distance between the *front* and *rear lot line* boundaries, excluding panhandles.

#4859 30/05/11 **"LOT LINE"** means any line which forms the boundary of a *lot*.

#4547 09/07/07 **"MANORHOME"** means a four *dwelling unit* residential *building* located on one *lot*.

"MARINA CLASS A" means any site or installation including the surface of water, operated under public or private ownership, which provides moorage for watercraft either free of charge or by payment by fee, and such watercraft may be used as living quarters at the marina.

"MARINA CLASS B" means any site or installation including the surface of water, operated under public or private ownership, which provides moorage for watercraft either free of charge or by payment of fee, and such watercraft may not be used as living quarters at the marina. Includes the accessory sale and/or rental of boats, marine engines and marine supplies.

"MARINA CLASS C" means any site or installation including the surface of water, operated under public or private ownership, which provides moorage exclusively for *float homes* used for residential purposes at the marina, either free of charge or by payment by fee. Includes the accessory moorage of watercraft owned and operated by the residents of the Marina Class 'C'.

#4859 30/05/11 **"MEDICAL MARIHUANA DISPENSARY USE"** means the *use* of any premises for the selling, distributing, or trading of cannabis (marihuana) except the selling, distributing, or trading of cannabis (marihuana) as permitted and authorized under the Marihuana Medical Access Regulations as amended.

#4906 04/03/13 **"MIGRANT AGRICULTURAL WORKER"** means a worker registered with the Federal Seasonal Agricultural Worker Program (SAWP) or similar Federal program, as amended or replaced from time to time.

#4906 04/03/13 **"MIGRANT AGRICULTURAL WORKER ACCOMMODATION"** means temporary housing for migrant agricultural workers on parcels no less than 4 hectares in size.

#4859 30/05/11 **"MOBILE HOME"** means a *structure*, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured as an individual unit or module, not exceeding 5 metres in width and intended to be moved from one place to another by being towed or carried, and to provide a *dwelling unit,* and which has been constructed in compliance with the Building Code.

#3782 27/07/98 #4567 07/05/07 **"MOBILE HOME AS A TEMPORARY ACCESSORY DWELLING"** means a portable mobile or manufactured home constructed in compliance with the Building Code and not exceeding 5 metres in width; except properties zoned RU and located within the ALR where the maximum width shall not exceed 9.0 metres.

#3782 27/07/98 **"MOTEL"** means a ground oriented *building* or *buildings* not exceeding three storeys in *height*, providing less than 50 sleeping units, and usually having direct outside access to individual sleeping units. Consists of one or more detached, semi-detached or multiple unit buildings, providing separate sleeping and *dwelling units* occupied or intended to be occupied primarily by transients with each sleeping unit being self-contained and having its own bathroom with a water closet, wash basin and bath or shower. An attendant may or may not be on duty at all times and dining facilities may or may not be provided. Excludes a dormitory.

"NEAREST NEIGHBOUR" means:

a) the closest *dwelling unit* situated on a *lot* other than that of the *intensive swine operation*; or
b) a *building* site for permitted *residential uses* of a 30 metre depth from the road allowance boundary extending for the full width of the *lot* on any adjacent lot of 8094 m^2 or less on which there is no existing *dwelling unit*; or
c) a *building* site for permitted *residential uses* of 4000 m^2 in area with a *frontage* of not greater than 63 metres on a road allowance boundary of any adjacent *lot* greater than 8094 m^2 in area on which there is no existing *dwelling unit.*

"OPEN RANGE" means an area without an *intensive swine structure* or hard surface, but entirely within the *intensive swine operation site.*

#3782 27/07/98 **"PAWNBROKER"** means any person who carries on the trade or business of taking goods and/or chattels in pawn, or who keeps a store, shop or other premise for the purpose of carrying on such trade or business. Excludes pre-owned, used or second hand stores where goods and/or chattels are not pawned or left as security for cash.

#5109 14/09/15 #5912 25/09/23 **"PERSONAL SERVICE USE"** means a commercial establishment which provides for the care and appearance of the body including barbershop, hairdresser, nail salon, and beauty parlour.

#3317 13/12/93 #4296 04/04/05 **"POOL HALL"** means a place where one or more pool tables are kept and the public may attend to play pool, billiards, snooker or other similar games played on a table; other than an establishment holding a current *Liquor Primary Use* liquor license under the Liquor Control and Licensing Act, or a Community or Recreation Centre operated by the Township of Langley, or an *accessory residential use* located in a residential zone, or accessory to a *community care facility.*

#5109 14/09/15 **"PRODUCTION STUDIO"** means a *building, structure* or facility including outdoor related equipment, used for the production of radio, television and motion pictures.

"PUBLIC UTILITY" means a *use* providing for public utility *structures* and facilities for water, sewer, electrical, telephone, gas and similar services, where such *use* is established by the Municipality, by another governmental body, or by a company regulated by a Government Commission; includes broadcast transmission facilities.

#5109 14/09/15 **"READY-MIX CONCRETE PLANT"** means a device that combines various ingredients to form ready-mix concrete.

#4859 30/05/11 **"REAR LOT LINE"** means the *lot line*(s) opposite to, not adjoining and most distant from the *front lot line.*

#3782 27/07/98 **"REFUND CONTAINER RETURN CENTRE"** means a facility which is used for the collection, temporary storage and shipment of used beverage containers where a refund for the deposit on beverage containers is dispensed. Permitted activities include dispensing of deposits for returned containers, packaging and preparation for shipment. All activities, including customer service areas, packaging and storage are to be carried out indoors within an enclosed building. No outside storage or packing of materials is permitted. No collection of materials other than used, deposit-bearing, beverage containers is permitted.

#5293 24/07/17 **"RESIDENTIAL SALES CENTRE"** means a *building* used for the purpose of marketing and selling *dwelling units* in a residential development which is or will be located on the same *lot* as the *building*.

"RESIDENTIAL USE" means the occupancy or *use* of a *building* or part thereof as a *dwelling unit.*

#4296 04/04/05 **"RESTAURANT"** means a business establishment where food is prepared and sold to the public for consumption. Includes table and non-table service establishments as well as drive-in, drive-thru, sit-down, take out and *Food Primary Use* establishments. Includes a banquet hall.

#4547 09/07/07 **"ROWHOUSE"** means a multiple unit residential *building* formed by a minimum of three and a maximum of six side by side *dwelling units* attached to each other in a row with each *dwelling unit* located on its own lot.

"RIVER USE" means the *use* of the Fraser River to its natural boundary for water-related recreation, commercial fisheries, log storage, Marina Class B, transportation and trans-shipment purposes. Includes accessory wharves but excludes a *Marina Class "A",* a *Marina Class "C*", *float homes,* live aboards and other forms of *residential use*.

"SECONDARY SUITE" means a *dwelling unit* that is a secondary suite as defined by and in compliance with the British Columbia Building Code and which may not exceed a maximum gross floor area of 120 m^2. A *secondary suite* may be located within a *single family dwelling*, *two family dwelling*, or *small-scale, multi-unit housing development*. On lands within the Agricultural Land Reserve a *secondary suite* must comply with the Provincial Agricultural Land Commission regulations.

#4976 12/02/13 **"SEMI-DETACHED DWELLING"** means a *two family dwelling* without *secondary suites* and with each *dwelling unit* located on a separate fee simple *lot.*

#4567 07/05/07 **"SENIORS' HOUSING"** means a multiple unit residential *building* occupied exclusively by elderly persons and having the on-site availability of common dining, social, recreational and personal service facilities for the use of residents, as well as an administrative office. *Dwelling units* shall be rental only, shall not be stratified, shall not exceed 70 m^2 each in size and may include limited kitchen facilities. *Seniors' Housing* may include a personal care,

independent living, congregate care or similar type facility subject to compliance with the remainder of this definition.

#4567 07/05/07 **"SERVICE STATION"** means any *building* or land used or intended to be used for the retail sale of motor fuels and lubricants, and may include the minor servicing, minor maintenance and minor mechanical repair of currently licensed motor *vehicles*, the sale of automobile accessories, and a car wash.

#4859 30/05/11 **"SIDE LOT LINE"** means a *lot line* not being the *front lot line* or *rear lot line*.

"SINGLE FAMILY DWELLING" means a detached *dwelling unit* ~~intended to be occupied by one *family*~~ and up to one (1) *secondary suite*. Excludes a *mobile home*.

"SMALL-SCALE MULTI-UNIT HOUSING DEVELOPMENT" means up to four (4) *dwelling units*, which may be attached or detached, located on a single *lot*. The following conditions apply:

a) The *lot* must be located within the *urban containment boundary*; and
b) The *lot area* must be less than 4,050 m^2; and
c) The *lot* must be serviced with both a municipal sanitary sewer system and a municipal water system; and
d) The *lot* must not have heritage designation protection under a bylaw made on or before December 7, 2023 under Section 611 of the Local Government Act; and
e) The *lot* must not be located within lands designated in the Willowbrook Transit-Oriented Area Designation Bylaw No. 6021 as a Transit Oriented Area; and
f) If a *lot* has a *lot area* of 280.0 m^2 or less, the maximum number of *dwelling units* is three (3).

#4859 30/05/11 **"SPECIFIED NON-AGRICULTURAL USES"** means a *lot* containing any of the following uses: institutional, golf course, assembly, or *community care facility use*.

#4292 23/08/04 #4859 30/05/11 **"STOREY"** means that portion of a *building*, excluding a *basement*, which is situated between the top of any floor and the top of the next floor above it, and if there is no floor above it, that portion between the top of such floor and the ceiling above it.

#4859 30/05/11 **"STREET"** means a road allowance that is not a *lane*.

"STRUCTURE" means any construction fixed to, supported by or sunk into land or water. Excludes concrete and asphalt paving or similar surfacing of a *lot*.

#4567 07/05/07 **"SUBDIVISION"** means the division of land into two or more parcels, whether by plan, apt descriptive words, or otherwise, and shall include a plan consolidating two or more parcels into a fewer number of parcels, as well as *lot* line adjustments.

"SWINE" means any pig, piglet, hog, sow, brood sow, or boar being both over the age of eight weeks and weighing more than 18 kilograms.

#3959 05/11/01 #4016 04/03/02 #5109 14/09/15 **"TANDEM PARKING"** means the placement of one parking space behind another parking space ~~in a garage or carport~~ such that only one parking space has unobstructed access to a drive aisle, driveway or *highway*. Spaces must be designated for the same *dwelling unit*. *Tandem parking* is not permitted in structured parking.

#2629 06/02/89 **"TOWNHOUSE"** means a block of at least three side by side *dwelling units* where each *dwelling unit* is separated from each other by a common wall or in the case of a comprehensive development requiring a development permit, the number of side by side units may be reduced to two and may be in combination with *single family dwelling units*.

Townhouse excludes *small-scale multi-unit housing developments.*

#5109 14/09/15 **"TWO FAMILY DWELLING"** means a residential *building* containing two (2) principal *dwelling units* joined by a common wall, and up to one (1) *secondary suite* per principal *dwelling unit*.

#4567 07/05/07 **"U-BREW"** means an establishment as defined in the Liquor Control and Licensing Act that provides goods, facilities or services to persons producing or manufacturing, wine, beer or cider in the establishment for their own consumption or consumption at no charge by others.

"URBAN CONTAINMENT BOUNDARY" means the urban development area as defined by the urban land uses as shown on Maps 1 and A1 in the Langley Official Community Plan Bylaw 1979 No. 1842 as amended.

"USE" means the purpose for which any *lot*, parcel, tract of land, *building* or *structure* is designed, arranged or intended, or for which it is occupied or maintained.

"VEHICLE" means a motor *vehicle* as defined in the "Motor Vehicle Act".

"VEHICLE BODY SHOP" means any *building* or land used or intended to be used for the repair or restoration of vehicle bodies. Excludes a *wrecking and salvaging yard*.

"VEHICLE REPAIR SHOP" means any *building* or land used or intended to be used for mechanical repairs to licensed motor *vehicles*, farm machinery and recreation *vehicles*. Includes *vehicle* conversion and the sale of *vehicle* accessories. Excludes a *vehicle body shop* and a *wrecking and salvaging yard*.

#4567 07/05/07 **"VEHICLE SERVICING"** means any *building* or land used or intended to be used for the servicing, minor mechanical repair or maintenance of licensed *vehicles*. Includes the incidental sale of *vehicle* accessories and a car wash. Excludes a *vehicle body shop*, *vehicle repair shop* and a *wrecking and salvaging yard*.

#4499 12/06/06 **"WRECKED VEHICLE"** includes a *vehicle* that is not licensed for the current year and is not insured with a storage policy or a *vehicle* that is incapable of moving under its own power or is reduced to parts. Includes frames or bodies of a *vehicle.*

"WRECKING AND SALVAGING YARD" means any *building* or land used or intended to be used for the wrecking, salvaging, dismantling or disassembly of *vehicles*, *vehicle* parts, *vehicle* frames or *vehicle* bodies or where *vehicles* not in operable condition, or used parts of motor *vehicles,* are stored. Also means any *building* or land where a *wrecked vehicle*, junk, waste, used *building* materials, scrap metal, used, discarded or salvaged materials are bought, sold, exchanged, stored, baled, packed, disassembled, dismantled or handled.

103 - PENALTY AND AMENDMENT

Penalty

#5109 14/09/15 103.1 A person who contravenes this Bylaw may be subject to penalties specified in the Corporation of the Township of Langley Bylaw Notice Enforcement Bylaw 2008 No. 4703, as amended.

#5109 14/09/15 103.2 A person who contravenes this Bylaw commits an offence against the Bylaw and is liable to a penalty not exceeding $10,000.00.

#5109 14/09/15 103.3 Where the offence is a continuing one, each day the offence continues shall be a separate offence.

Bylaw Amendments

103.4 Except for amendments initiated by the Township any person applying to have this Bylaw amended shall apply in writing by submitting an application in the form prescribed in the "Development Application and Fee Bylaw 1987, No. 2470" as amended.

Administration And Enforcement

#2539 11/04/88 #3782 27/07/98 103.5 The Chief Inspector, Property Use Inspector or Director of Community Development, or their assistants, are authorized to enter, at all reasonable times, upon any property for the purpose of administering and enforcing this Bylaw.

104 - GENERAL PROVISIONS

Zones

104.1 For the purposes of this Bylaw, the area within the boundaries of the Township of Langley is hereby classified or divided into zones, with the following zone designations and their short form equivalents.

The short form equivalent is deemed a sufficient reference to denote a specific zone.

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
	RURAL ZONE RU-1	RU-1
	RURAL ZONE RU-2	RU-2
	RURAL ZONE RU-3	RU-3
#5527 – 27/07/20	RURAL ZONE RU-3A	RU-3A
	RURAL FLOODPLAIN ZONE RU-4	RU-4
	RURAL FLOODPLAIN ZONE RU-5	RU-5
#3360 -14/11/94	RURAL FLOODPLAIN ZONE RU-5A	RU-5A
	RURAL PROCESSING ZONE RU-6	RU-6
	FRASER RIVER ZONE RU-7	RU-7
#2506 - 11/04/88	RURAL ZONE RU-8	RU-8
#2547 - 25/04/88	RURAL BUTCHER SHOP ZONE RU-9	RU-9
#2651 - 24/10/88	RURAL GOLF COURSE ZONE RU-10	RU-10
#2917 - 11/01/93	RURAL ESTATE WINERY ZONE RU-11	RU-11
#2887 - 22/11/93	RURAL GAME FARM ZONE RU-12	RU-12
#3429 - 13/02/95	CANADIAN FORCES STATION ZONE RU-13	RU-13

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
#3626 - 25/11/96	RURAL FARM MARKET ZONE RU-14	RU-14
	SUBURBAN RESIDENTIAL ZONE SR-1	SR-1
#3039 - 22/06/92	SUBURBAN RESIDENTIAL ZONE SR-2	SR-2
#3782 - 27/07/98	Deleted "SUBURBAN RESIDENTIAL ZONE SR-2A"	SR-2A
	SUBURBAN RESIDENTIAL ZONE SR-3	SR-3
#5168 – 16/01/17	SUBURBAN RESIDENTIAL ZONE SR-3A	SR-3A
	RESIDENTIAL ZONE R-1A	R-1A
	RESIDENTIAL ZONES R-1B, R-1C, R-1D, R-1E	R-1B, R-1C, R-1D & R-1E
#4113 – 18/11/02	RESIDENTIAL COMPACT LOT ZONE R-CL	R-CL
deleted by #4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE (A) R-CL(A)	R-CL(A)
#4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE R-CL(A)	R-CL(A)
#4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE R-CL(B)	R-CL(B)
#4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE R-CL(CH)	R-CL(CH)
#4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE R-CL(RH)	R-CL(RH)
#4547 – 09/07/07	RESIDENTIAL COMPACT LOT ZONE R-CL(MH)	R-CL(MH)
#4976 – 12/02/13	RESIDENTIAL COMPACT LOT ZONE R-CL(SD)	R-CL(SD)
	RESIDENTIAL ZONE R-2	R-2
#4322 -01/05/06	COMPREHENSIVE RURAL ESTATES ZONE CRE-1	CRE-1
	RESIDENTIAL MOBILE HOME PARK ZONE MH-1	MH-1
	RESIDENTIAL FLOAT HOME ZONE FH-1	FH-1
	MULTIPLE FAMILY RESIDENTIAL ZONE RM-1	RM-1
	MULTIPLE FAMILY RESIDENTIAL ZONE RM-2	RM-2
	MULTIPLE FAMILY RESIDENTIAL ZONE RM-3	RM-3
#3387 - 15/05/95	MULTIPLE FAMILY RESIDENTIAL ZONE RM-3A	RM-3A
#3198 - 01/02/93	MULTIPLE FAMILY RESIDENTIAL ZONE RM-4	RM-4
	REGIONAL COMMERCIAL ZONE C-1	C-1
#2561 - 14/03/88	COMMUNITY COMMERCIAL ZONE C-2	C-2
#2571 - 18/04/88	COMMUNITY COMMERCIAL ZONE C-2A	C-2A
#2974 - 04/03/91	COMMUNITY COMMERCIAL ZONE C-2B	C-2B
	COMMUNITY COMMERCIAL ZONE C-2C	C-2C
#3887 – 11/12/00	COMMUNITY COMMERCIAL ZONE C-2D	C-2D
	SERVICE COMMERCIAL ZONE C-3	C-3
#2648 - 14/09/92	SERVICE COMMERCIAL ZONE C-3A	C-3A
	NEIGHBOURHOOD COMMERCIAL ZONE C-4	C-4
	NEIGHBOURHOOD COMMERCIAL ZONE C-5	C-5
	SERVICE STATION ZONE C-6	C-6
	LIMITED COMMERCIAL ZONE C-7	C-7
	LIMITED COMMERCIAL ZONE C-8	C-8
	CAMPGROUND COMMERCIAL ZONE C-9	C-9
	CUSTOMS COMMERCIAL ZONE C-10	C-10
	FARM AUCTION ZONE C-11	C-11
#4296 – 04/04/05	LIQUOR PRIMARY ZONE C-12	C-12
#3040 - 09/09/91	LIMITED COMMERCIAL ZONE C-13	C-13
	LIMITED COMMERCIAL ZONE C-14	C-14
	LIMITED COMMERCIAL ZONE C-15	C-15
#3292 -18/10/93	LIMITED COMMERCIAL ZONE C-16	C-16
#4053 -15/12/03	CARVOLTH COMMERCIAL ZONE C-17	C-17
#4053 -15/12/03	CARVOLTH BUSINESS PARK ZONE C-18	C-18

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
	SERVICE INDUSTRIAL ZONE M-1A and M-1B	M-1A & M-1B
	GENERAL INDUSTRIAL ZONE M-2	M-2
#2813 - 25/06/90	GENERAL INDUSTRIAL ZONE M-2A	M-2A
#3752 - 01/12/97	GENERAL INDUSTRIAL ZONE M-2B	M-2B
	HEAVY INDUSTRIAL ZONE M-3	M-3
	HEAVY INDUSTRIAL ZONE M-4	M-4
	LIMITED INDUSTRIAL ZONE M-5	M-5
#2959 - 11/03/91	LIMITED INDUSTRIAL ZONE M-5A	M-5A
	LIMITED INDUSTRIAL ZONE M-6	M-6
	SALVAGE INDUSTRIAL ZONE M-7	M-7
	INDUSTRIAL TRANSITION ZONE M-8	M-8
#3782 - 27/07/98	Deleted “LIMITED INDUSTRIAL ZONE M-9”	M-9
#2507 - 28/03/88	LIMITED INDUSTRIAL ZONE M-10	M-10
#3037 - 11/01/93	BUSINESS/OFFICE PARK ZONE M-11	M-11
#4226 – 07/07/03	RURAL SERVICE INDUSTRIAL ZONE M-12	M-12
#4484 – 24/07/06	HEAVY INDUSTRIAL ZONE M-13	M-13
	CIVIC INSTITUTIONAL ZONE P-1	P-1
#3183 - 05/04/93	CIVIC INSTITUTIONAL ZONE P-1A	P-1A
	COMMUNITY CARE FACILITY ZONE P-2A	P-2A
	COMMUNITY CARE FACILITY ZONE P-2B	P-2B
	COMMUNITY CARE FACILITY ZONE P-2C	P-2C
	COMMUNITY CARE FACILITY ZONE P-2D	P-2D
#3549 – 10/16/95	COMMUNITY CARE FACILITY ZONE P-2E	P-2E
	COMMUNITY CARE FACILITY ZONE P-2F	P-2F
	COMMUNITY CARE FACILITY ZONE P-2G	P-2G
	COMMUNITY CARE FACILITY ZONE P-2H	P-2H
	COMMUNITY CARE FACILITY ZONE P-2I	P-2I
#4325 – 19/12/05	COMMUNITY CARE FACILITY ZONE P-2J	P-2J
#2775 – 23/10/89	COMMUNITY CARE FACILITY ZONE P-2K	P-2K
#2982 – 28/06/93	COMMUNITY CARE FACILITY ZONE P-2L	P-2L
#4477 – 03/04/06	COMMUNITY CARE FACILITY ZONE P-2M	P-2M
#4645 – 15/06/09	COMMUNITY CARE FACILITY ZONE P-2N	P-2N
#4729 – 06/07/09	COMMUNITY CARE FACILITY ZONE P-2O	P-2O
#5392 – 10/12/18	COMMUNITY CARE FACILITY ZONE P-2Q	P-2Q
#5400 – 10/06/19	COMMUNITY CARE FACILITY ZONE P-2R	P-2R
	RESIDENTIAL INSTITUTIONAL ZONE P-3	P-3
#3958 – 09/06/03	RESIDENTIAL INSTITUTIONAL ZONE P-3A	P-3A
#2603 - 27/11/89	AIRPORT ZONE P-4	P-4
#2766 - 10/12/90	LIMITED INSTITUTIONAL ZONE P-5	P-5
#3398 - 22/08/94	LIMITED INSTITUTIONAL ZONE P-5A	P-5A
#3359 - 13/06/94	POST OFFICE ZONE P-6	P-6
#3533 -25/11/96	COMPREHENSIVE DEVELOPMENT ZONE CD-1	CD-1
	COMPREHENSIVE DEVELOPMENT ZONE CD-2	CD-2
#3336 - 30/05/94	COMPREHENSIVE DEVELOPMENT ZONE CD-3	CD-3
#3353 - 22/08/94	COMPREHENSIVE DEVELOPMENT ZONE CD-4	CD-4
#3324 - 17/10/94	COMPREHENSIVE DEVELOPMENT ZONE CD-5	CD-5
#3418 - 24/10/94	COMPREHENSIVE DEVELOPMENT ZONE CD-6	CD-6
#3426 - 16/10/95	COMPREHENSIVE DEVELOPMENT ZONE CD-7	CD-7
#3427- 15/06/95	COMPREHENSIVE DEVELOPMENT ZONE CD-8	CD-8

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
#3449 - 11/12/95	COMPREHENSIVE DEVELOPMENT ZONE CD-9	CD-9
#3612 - 09/09/96	COMPREHENSIVE DEVELOPMENT ZONE CD-10	CD-10
#3552 - 25/03/96	COMPREHENSIVE DEVELOPMENT ZONE CD-11	CD-11
#3548 - 12/08/96	COMPREHENSIVE DEVELOPMENT ZONE CD-12	CD-12
#3055 - 2/05/96	COMPREHENSIVE DEVELOPMENT ZONE CD-13	CD-13
#3669 - 23/06/97	COMPREHENSIVE DEVELOPMENT ZONE CD-14	CD-14
#3682 - 28/07/97	COMPREHENSIVE DEVELOPMENT ZONE CD-15	CD-15
#3696 - 06/07/98	COMPREHENSIVE DEVELOPMENT ZONE CD-16	CD-16
#3522 - 28/07/97	COMPREHENSIVE DEVELOPMENT ZONE CD-17	CD-17
#4547 – 09/07/07	COMPREHENSIVE DEVELOPMENT ZONE CD-18	CD-18
#3750 – 13/08/01	COMPREHENSIVE DEVELOPMENT ZONE CD-19	CD-19
#3769 - 06/07/98	COMPREHENSIVE DEVELOPMENT ZONE CD-20	CD-20
#3770 - 27/07/98	COMPREHENSIVE DEVELOPMENT ZONE CD-21	CD-21
#4058 – 12/08/02	COMPREHENSIVE DEVELOPMENT ZONE CD-22	CD-22
#3794 - 27/07/98	COMPREHENSIVE DEVELOPMENT ZONE CD-23	CD-23
#3834 – 23/08/99	COMPREHENSIVE DEVELOPMENT ZONE CD-24	CD-24
#3807 - 21/12/98	COMPREHENSIVE DEVELOPMENT ZONE CD-25	CD-25
#4086 – 06/03/06	COMPREHENSIVE DEVELOPMENT ZONE CD-26	CD-26
#3847 - 22/03/99	COMPREHENSIVE DEVELOPMENT ZONE CD-27	CD-27
#3880 - 17/06/02	COMPREHENSIVE DEVELOPMENT ZONE CD-28	CD-28
#4335 – 27/06/05	COMPREHENSIVE DEVELOPMENT ZONE CD-29	CD-29
#4253 – 05/17/04	COMPREHENSIVE DEVELOPMENT ZONE CD-30	CD-30
#3939 – 03/12/01	COMPREHENSIVE DEVELOPMENT ZONE CD-31	CD-31
#3916 – 20/11/00	COMPREHENSIVE DEVELOPMENT ZONE CD-32	CD-32
#4691 – 20/04/09	COMPREHENSIVE DEVELOPMENT ZONE CD-33	CD-33
#4374 – 19-09-05	COMPREHENSIVE DEVELOPMENT ZONE CD-34	CD-34
#3941 – 11/23/00	COMPREHENSIVE DEVELOPMENT ZONE CD-35	CD-35
#3959 – 05/11/01	COMPREHENSIVE DEVELOPMENT ZONE CD-36	CD-36
#4108 – 11/08/03	COMPREHENSIVE DEVELOPMENT ZONE CD-37	CD-37
#4138 – 20/01/03	COMPREHENSIVE DEVELOPMENT ZONE CD-38	CD-38
#4303 – 25/07/05	COMPREHENSIVE DEVELOPMENT ZONE CD-39	CD-39
#4144 – 01/03/04	COMPREHENSIVE DEVELOPMENT ZONE CD-40	CD-40
#4183 – 22/03/04	COMPREHENSIVE DEVELOPMENT ZONE CD-41	CD-41
#4179 – 22/03/04	COMPREHENSIVE DEVELOPMENT ZONE CD-42	CD-42
#4228 – 23/08/04	COMPREHENSIVE DEVELOPMENT ZONE CD-43	CD-43
#4398 – 27/03/06	COMPREHENSIVE DEVELOPMENT ZONE CD-44	CD-44
#4040 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-45	CD-45
#4041 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-46	CD-46
#4042 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-47	CD-47
#4043 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-48	CD-48
#4044 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-49	CD-49
#4045 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-50	CD-50
#4046 – 23/06/03	COMPREHENSIVE DEVELOPMENT ZONE CD-51	CD-51
#4016 – 03/04/02	COMPREHENSIVE DEVELOPMENT ZONE CD-52	CD-52
#4008 – 03/04/02	COMPREHENSIVE DEVELOPMENT ZONE CD-53	CD-53
#4020 – 22/07/02	COMPREHENSIVE DEVELOPMENT ZONE CD-54	CD-54
#4086 – 06/03/06	COMPREHENSIVE DEVELOPMENT ZONE CD-55	CD-55
#4102 – 17/06/02	COMPREHENSIVE DEVELOPMENT ZONE CD-56	CD-56
#4110 – 16/08/04	COMPREHENSIVE DEVELOPMENT ZONE CD-57	CD-57
#4180 – 27/06/05	COMPREHENSIVE DEVELOPMENT ZONE CD-58	CD-58
#4206 – 12/01/04	COMPREHENSIVE DEVELOPMENT ZONE CD-59	CD-59
#4458 – 23/07/07	COMPREHENSIVE DEVELOPMENT ZONE CD-60	CD-60

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
#4544 – 23/07/12	COMPREHENSIVE DEVELOPMENT ZONE CD-61	CD-61
#4589 – 03/03/08	COMPREHENSIVE DEVELOPMENT ZONE CD-62	CD-62
#4593 – 03/12/07	COMPREHENSIVE DEVELOPMENT ZONE CD-63	CD-63
#4602 – 03/11/08	COMPREHENSIVE DEVELOPMENT ZONE CD-64	CD-64
#4597 – 23/03/09	COMPREHENSIVE DEVELOPMENT ZONE CD-65	CD-65
#4597 – 23/03/09	COMPREHENSIVE DEVELOPMENT ZONE CD-66	CD-66
#4595 – 20/07/09	COMPREHENSIVE DEVELOPMENT ZONE CD-67	CD-67
#4608 – 07/04/08	COMPREHENSIVE DEVELOPMENT ZONE CD-68	CD-68
#4609 – 07/04/08	COMPREHENSIVE DEVELOPMENT ZONE CD-69	CD-69
#4610 – 07/04/08	COMPREHENSIVE DEVELOPMENT ZONE CD-70	CD-70
#4720 – 01/03/10	COMPREHENSIVE DEVELOPMENT ZONE CD-72	CD-72
#4647 – 15/06/09	COMPREHENSIVE DEVELOPMENT ZONE CD-73	CD-73
#4667 – 31/01/11	COMPREHENSIVE DEVELOPMENT ZONE CD-74	CD-74
#4728 – 21/06/10	COMPREHENSIVE DEVELOPMENT ZONE CD-75	CD-75
#4735 – 23/07/12	COMPREHENSIVE DEVELOPMENT ZONE CD-76	CD-76
#4757 – 11/01/10	COMPREHENSIVE DEVELOPMENT ZONE CD-77	CD-77
#4776 – 21/06/10	COMPREHENSIVE DEVELOPMENT ZONE CD-78	CD-78
#4815 – 19/07/10	COMPREHENSIVE DEVELOPMENT ZONE CD-79	CD-79
#4821 – 23/07/18	COMPREHENSIVE DEVELOPMENT ZONE CD-80	CD-80
#4823 – 16/01/12	COMPREHENSIVE DEVELOPMENT ZONE CD-81	CD-81
#4853 – 11/06/12	COMPREHENSIVE DEVELOPMENT ZONE CD-83	CD-83
#4854 – 11/07/11	COMPREHENSIVE DEVELOPMENT ZONE CD-84	CD-84
#4961 – 09/06/14	COMPREHENSIVE DEVELOPMENT ZONE CD-85	CD-85
#4876 – 08/09/14	COMPREHENSIVE DEVELOPMENT ZONE CD-86	CD-86
#4878 – 07/11/11	COMPREHENSIVE DEVELOPMENT ZONE CD-87	CD-87
#4880 – 05/05/14	COMPREHENSIVE DEVELOPMENT ZONE CD-88	CD-88
#4768 – 03/10/11	COMPREHENSIVE DEVELOPMENT ZONE CD-89	CD-89
#5167 – 25/04/16	COMPREHENSIVE DEVELOPMENT ZONE CD-90	CD-90
#4976 – 12/02/13	COMPREHENSIVE DEVELOPMENT ZONE CD-91	CD-91
#4984 – 12/16/13	COMPREHENSIVE DEVELOPMENT ZONE CD-92	CD-92
#4999 – 05/05/14	COMPREHENSIVE DEVELOPMENT ZONE CD-93	CD-93
#5002 – 30/09/13	COMPREHENSIVE DEVELOPMENT ZONE CD-94	CD-94
#5027 – 17/09/18	COMPREHENSIVE DEVELOPMENT ZONE CD-95	CD-95
#5027 – 17/09/18	COMPREHENSIVE DEVELOPMENT ZONE CD-96	CD-96
#5031 – 21/07/14	COMPREHENSIVE DEVELOPMENT ZONE CD-97	CD-97
#5067 – 13/04/15	COMPREHENSIVE DEVELOPMENT ZONE CD-98	CD-98
#5049 – 25/07/16	COMPREHENSIVE DEVELOPMENT ZONE CD-99	CD-99
#5064 – 28/04/14	COMPREHENSIVE DEVELOPMENT ZONE CD-100	CD-100
#5079 – 08/12/14	COMPREHENSIVE DEVELOPMENT ZONE CD-101	CD-101
#5087 – 27/10/14	COMPREHENSIVE DEVELOPMENT ZONE CD-102	CD-102
#5089 - 24/07/17	COMPREHENSIVE DEVELOPMENT ZONE CD-103	CD-103
#5311- 11/06/18	COMPREHENSIVE DEVELOPMENT ZONE CD 104	CD-104
#5093 – 11/05/15	COMPREHENSIVE DEVELOPMENT ZONE CD-105	CD-105
#5762 – 25/07/22	COMPREHENSIVE DEVELOPMENT ZONE CD-106	CD-106
#5138 - 10/07/17	COMPREHENSIVE DEVELOPMENT ZONE CD-107	CD-107
#5268 – 07/05/18	COMPREHENSIVE DEVELOPMENT ZONE CD-108	CD-108
#5198 – 12/09/16	COMPREHENSIVE DEVELOPMENT ZONE CD-109	CD-109
#5203 – 12/09/16	COMPREHENSIVE DEVELOPMENT ZONE CD-110	CD-110
#5212 – 25/07/16	COMPREHENSIVE DEVELOPMENT ZONE CD-111	CD-111
#5235 – 17/10/16	COMPREHENSIVE DEVELOPMENT ZONE CD-112	CD-112
#5241 – 17/10/16	COMPREHENSIVE DEVELOPMENT ZONE CD-113	CD-113
#5275 – 11/06/18	COMPREHENSIVE DEVELOPMENT ZONE CD-114	CD-114

Bylaw # - DD/MM/YY	Zone	Short Form Equivalent
#5281 – 04/11/19	COMPREHENSIVE DEVELOPMENT ZONE CD-115	CD-115
#5326 – 07/05/18	COMPREHENSIVE DEVELOPMENT ZONE CD-117	CD-117
#5349 – 04/15/19	COMPREHENSIVE DEVELOPMENT ZONE CD-119	CD-119
#5353 – 04/01/19	COMPREHENSIVE DEVELOPMENT ZONE CD-120	CD-120
#5415 – 12/16/19	COMPREHENSIVE DEVELOPMENT ZONE CD-121	CD-121
#5375 – 01/10/18	COMPREHENSIVE DEVELOPMENT ZONE CD-122	CD-122
#5384 – 01/10/18	COMPREHENSIVE DEVELOPMENT ZONE CD-123	CD-123
#5381 – 10/12/18	COMPREHENSIVE DEVELOPMENT ZONE CD-124	CD-124
#5387 – 23/03/20	COMPREHENSIVE DEVELOPMENT ZONE CD-125	CD-125
#5399 – 22/07/19	COMPREHENSIVE DEVELOPMENT ZONE CD-126	CD-126
#5407 – 15/04/19	COMPREHENSIVE DEVELOPMENT ZONE CD-127	CD-127
#5408 – 22/07/19	COMPREHENSIVE DEVELOPMENT ZONE CD-128	CD-128
#5395 – 07/12/20	COMPREHENSIVE DEVELOPMENT ZONE CD-129	CD-129
#5418 – 18/11/19	COMPREHENSIVE DEVELOPMENT ZONE CD-130	CD-130
#5422 – 22/07/19	COMPREHENSIVE DEVELOPMENT ZONE CD-131	CD-131
#5427 – 22/02/21	COMPREHENSIVE DEVELOPMENT ZONE CD-132	CD-132
#5430 – 13/01/20	COMPREHENSIVE DEVELOPMENT ZONE CD-133	CD-133
#5453 – 08/03/21	COMPREHENSIVE DEVELOPMENT ZONE CD-134	CD-134
#5446 – 26/07/21	COMPREHENSIVE DEVELOPMENT ZONE CD-135	CD-135
#5436 – 28/06/21	COMPREHENSIVE DEVELOPMENT ZONE CD-137	CD-137
#5485 – 02/12/19	COMPREHENSIVE DEVELOPMENT ZONE CD-138	CD-138
#5499 – 05/10/20	COMPREHENSIVE DEVELOPMENT ZONE CD-139	CD-139
#5529 – 23/11/20	COMPREHENSIVE DEVELOPMENT ZONE CD-140	CD-140
#5548 – 28/02/22	COMPREHENSIVE DEVELOPMENT ZONE CD-141	CD-141
#5583 – 22/02/21	COMPREHENSIVE DEVELOPMENT ZONE CD-143	CD-143
#5587 – 22/11/21	COMPREHENSIVE DEVELOPMENT ZONE CD-144	CD-144
#5590 – 25/07/22	COMPREHENSIVE DEVELOPMENT ZONE CD-145	CD-145
#5600 – 28/03/22	COMPREHENSIVE DEVELOPMENT ZONE CD-146	CD-146
#5617 – 26/07/21	COMPREHENSIVE DEVELOPMENT ZONE CD-148	CD-148
#5604 – 11/03/24	COMPREHENSIVE DEVELOPMENT ZONE CD-149	CD-149
#5661 – 12/07/21	COMPREHENSIVE DEVELOPMENT ZONE CD-155	CD-155
#5674 – 30/05/22	COMPREHENSIVE DEVELOPMENT ZONE CD-156	CD-156
#5703 – 09/05/22	COMPREHENSIVE DEVELOPMENT ZONE CD-159	CD-159
#5711 – 25/07/22	COMPREHENSIVE DEVELOPMENT ZONE CD-160	CD-160
#5949 – 29/01/24	COMPREHENSIVE DEVELOPMENT ZONE CD-161	CD-161
#5726 – 26/07/21	COMPREHENSIVE DEVELOPMENT ZONE CD-162	CD-162
#5737 – 25/07/22	COMPREHENSIVE DEVELOPMENT ZONE CD-165	CD-165
#5756 – 09/05/22	COMPREHENSIVE DEVELOPMENT ZONE CD-168	CD-168
#5776 – 09/25/23	COMPREHENSIVE DEVELOPMENT ZONE CD-170	CD-170
#5832 – 09/25/23	COMPREHENSIVE DEVELOPMENT ZONE CD-174	CD-174
#5833 – 12/02/24	COMPREHENSIVE DEVELOPMENT ZONE CD-175	CD-175
#5864 – 26/02/24	COMPREHENSIVE DEVELOPMENT ZONE CD-181	CD-181
#5928 – 29/01/24	COMPREHENSIVE DEVELOPMENT ZONE CD-192	CD-192
#5862 – 29/01/24	COMPREHENSIVE DEVELOPMENT ZONE CD-193	CD-193
#5942 – 29/01/24	COMPREHENSIVE DEVELOPMENT ZONE CD-196	CD-196

Official Zoning Maps

104.2 1) The locations of the zones established by this Bylaw are shown on Map Schedules ML.7.1 to ML.14.32 inclusive which are attached to and form part of this Bylaw.

2) Where a zone boundary coincides with a *highway* allowance, waterway, or

right-of-way, the zone boundary shall be deemed to be the center of such *highway* allowance, waterway or right-of-way.

3) Where a legal description is used to refer to a zoning change, the legal description will take precedence over a Map Schedule description.

Accessory Home Occupations

#3954 16/10/00 #4567 07/05/07 #4859 30/05/11 #5490 30/09/19

104.3 *Accessory home occupations* are permitted in all zones that permit a *residential use*, subject to the following provision:

a) an *accessory home occupation* is not permitted within a *secondary* ~~residential~~ *suite*;

b) the owner of the *accessory home occupation* shall live in the same dwelling as the *accessory home occupation;*

c) the *accessory home occupation* shall not change the residential appearance or character of the dwelling or neighbourhood in which it is located;

d) the *accessory home occupation*, including the accessory storage of goods or materials, shall be operated and/or contained completely within one or more enclosed *buildings* that is/are located on the same *lot* as the *accessory home occupation;*

e) the *accessory home occupation*, including the accessory storage of goods or materials, shall be operated and/or contained completely within the associated dwelling to which it is accessory, where the size of the *lot* on which the *accessory home occupation* is located is equal to or less than 1011.7 m^2 (0.25 acres) and the *lot* is zoned for urban or suburban uses;

f) the maximum total gross floorspace for all *accessory home occupations* sited on a *lot*, shall not exceed:

i) 186 m^2 (2,002 ft^2) for RU zoned *lots*, that are greater than 1.7 ha (4.2 acres);

ii) 140 m^2 (1,506.9 ft^2) for RU zoned *lots,* that are equal to or less than 1.7 ha (4.2 acres);

iii) 50 m^2 (538.2 ft^2) for urban and suburban zoned *lots*, that are greater than 1011.7 m^2 (0.25 acres);

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iv) 50 m^2 (538.2 ft^2) for urban and suburban zoned *lots*, that are equal to or less than 1011.7 m^2 (0.25 acres), with the exception of Residential Comprehensive Development (CD) zones; and

#5109 14/09/15 #5490 30/09/19

v) 25 m^2 (269.1 ft^2) for Residential Comprehensive Development (CD), Residential Compact Lot R-CL, R-CL(A), R-CL(B), R-CL(CH), R-CL(RH), R-CL (MH), R-CL(SD), C-2, CD-29, P-1 and P-2A to P-2R zoned *lots*.

g) the maximum number of persons allowed to conduct an *accessory home occupation* on the same *lot* as the *accessory home occupation* shall not exceed four persons, subject to not exceeding the following provisions:

i) for all *lots* greater than 4.2 acres and zoned for RU uses, not more than three of the persons allowed to conduct an *accessory home occupation* shall be non-resident employees;

ii) for all *lots* equal to or less than 4.2 acres and zoned for RU *uses*, not more than two of the persons allowed to conduct an *accessory home occupation* shall be non-resident employees;

iii) for all *lots* zoned for urban residential or suburban uses, excluding comprehensive development zoned uses, not more than one of the persons allowed to conduct an *accessory home occupation* shall be a non-resident employee; and

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iv) for all *lots* zoned for *residential use* within a Residential Comprehensive Development (CD), Residential Compact Lot R-CL, R-CL(A), R-CL(B), R-CL(CH), R-CL(RH), R-CL(MH), R-CL(SD), Community Commercial C-2, Comprehensive Development CD-29, Civic Institutional P-1 and

Community Care Facility P-2A to P-2R zone, all persons allowed to conduct an *accessory home occupation* shall reside within the same dwelling as the *accessory home occupation*.

h) the maximum number of persons working for an *accessory home occupation*, who work off of the *lot* where the *accessory home occupation* is located, shall be unlimited except that all *vehicles* associated with the *accessory home occupation* shall be parked on site and not on a public road;

i) the *accessory home occupation* shall not:
   i) discharge or emit odorous, noxious or toxic matter or vapours, heat, glare, noise, radiation or recurrently generated ground vibrations;
   ii) result in traffic congestion, electrical interference, fire or health hazards; and shall not
   iii) include the salvage, repair, maintenance or sales of motor *vehicles* or motor vehicle engines or parts or manufacturing or fabrication.

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j) the *accessory home occupation* may, except in a Residential Comprehensive Development (CD), Residential Compact Lot R-CL, R-CL(A), R-CL(B), R-CL(CH), R-CL(RH), R-CL(MH), R-CL(SD), Community Commercial C-2, Comprehensive Development CD-29, Civic Institutional P-1 and Community Care Facility P-2A to P-2R zone, include the sale of a commodity produced on the same *lot* as the *accessory home occupation*, subject to not:
   i) generating more than one *commercial vehicle* visit per day; and not
   ii) creating a demand for client parking exceeding the off-street vehicle parking requirement for the *accessory home occupation*.

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k) the *accessory home occupation* may, except in a Residential Comprehensive Development (CD), Residential Compact Lot R-CL, R-CL(A), R-CL(B), R-CL(CH), R-CL(RH), R-CL(MH), R-CL(SD), Community Commercial C-2, Comprehensive Development CD-29, Civic Institutional P-1 and Community Care Facility P-2A to P-2R zone, conduct telephone or mail order sales of goods, or resell or redistribute goods, subject to not:
   i) generating more than one *commercial vehicle* visit per day;
   ii) creating a demand for vehicle parking exceeding the off-street vehicle parking requirement for the *accessory home occupation*; and not
   iii) allowing customers to enter the premises to inspect, purchase or take possession of the goods.

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l) the *accessory home occupation*, located in a Residential Comprehensive Development (CD), Residential Compact Lot R-CL, R-CL(A), R-CL(B), R-CL(CH), R-CL(RH), R-CL(MH), R-CL(SD), Community Commercial C-2, Comprehensive Development CD-29, Civic Institutional P-1 and Community Care Facility P-2A to P-2R zone that allows a *residential use*, shall be limited to an office use only in which the use of communication equipment is the principal means of conducting business;

m) no *commercial vehicles* associated with the *accessory home occupation* shall be permitted except in compliance with Section 108;

#5490 30/09/19

n) there is no evidence of the *accessory home occupation*, including no exterior storage or operation of the *accessory home occupation*, except a sign identifying the *accessory home occupation* which shall comply with the "Township of Langley Sign Bylaw 2012 No. 4927 as amended";

o) the *accessory home occupation* shall not accommodate *commercial vehicle* visits between the hours of 6:00 pm and 8:00 am;

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p) notwithstanding subsections a) to o), a licensed family day care under the "*Community Care Facility Act*" for a maximum of eight children under the age of twelve, including those of the operator or in the RU zones an *adult day care* facility for a maximum of eight persons under care may be permitted as an *accessory home occupation*;

q) the *accessory home occupation* and licensed *family* day care shall be subject

to the requirements of Langley Building Bylaw 2008 No. 4642 as amended, the "Fire Services Act", the "Agricultural Land Reserve Act" and all other applicable Bylaws of the Municipality and regulations of the Province; and

r) structural alteration or addition to a dwelling or an *accessory building* to accommodate the *accessory home occupation* may be permitted, except within a Multiple Family Residential (RM) zone or Residential Comprehensive Development (CD) zone.

s) notwithstanding subsection a) and b), an *accessory home occupation* is permitted within a permitted *coach house* that is not used for residential purposes.

Siting Exceptions

#3088 06/01/92 #4547 09/07/07 #4859 30/05/11

104.4 1) Where chimneys, gutters, sills, steps, eaves, sunlight control projections, canopies, canti-levered balconies, open porches, or ornamental features project beyond the face of a *building*, the minimum distance to an abutting *lot line* or high pressure gas or oil transmission pipeline right of way as required elsewhere in this Bylaw may be reduced by not more than 0.6 metres, providing that such a reduction shall apply only to the projecting feature.

2) Where bay windows, china cabinets, bathroom kickouts or entertainment units project beyond the face of a *building*, the minimum distance to an abutting *lot line* or high pressure gas or oil transmission pipeline right of way as required elsewhere in this Bylaw may be reduced by not more than 0.6 metres, provided that:
   a) such a reduction shall apply only to the projecting feature;
   b) projections do not create more than 3 m^2 of floor area in a required front yard;
   c) projections do not create more than 2 m^2 of floor area in a required side yard; and
   d) projections do not create more than 4 m^2 of floor area in a required rear yard.

3) Where a *building* or *structure's* siting, size, dimensions, parking or loading does not meet the requirements of a zoning bylaw adopted after they were constructed, the *buildings* or *structures* may be repaired, extended or altered, but only to the extent that the repair, extension or alteration would, when completed, involve no further contravention of the bylaw beyond the contravention that existed at the time the repair, extension or alteration were commenced.

4) No part of any *building*, *structure* or fence located on a corner *lot* shall project into the triangular area created by a line joining two points 7.5 metres from the front of the *lot* of each *lot* line abutting the intersection, at any *height* above 1 metres.

5) Subject to Section 104.4 4) and Section 111.6, a fence or retaining wall may be sited on any portion of a *lot.*

6) The interior *side lot line* requirements of this Bylaw shall not apply to zero *lot* line development or strata *lots* under a registered plan pursuant to the Strata Property Act as amended where there is a common wall shared by more than two units within a *building*.

7) Motor *vehicle* fuel dispensers, pump islands, compressed air connections and other equipment accessory to a motor *vehicle service station* shall be sited not less than 5 metres from all *lot lines*. Canopies shall be sited not less than 3 metres from all *lot lines*.

8) All *buildings* and *structures* shall not be sited closer than 2 metres from a high pressure gas or oil transmission pipeline right of way.

9) Where a satellite dish is attached to or is located on top of a principal *building*,

the satellite dish shall be considered as part of the principal *building* and shall be sited and have the same *height* requirement as the principal *building*. Where a satellite dish is not attached to a principal *building*, it shall be considered to be an *accessory building* and shall be sited and have the same *height* requirement as an *accessory building*. In no case may a satellite dish be located between a *street* and a *building* face in an R, RM, or residential CD Zone.

10) Where a stairwell, providing access to the *basement* from the rear yard, projects beyond the face of the building, the minimum distance to the *rear lot line* may be reduced by not more than 1.2 metres, providing that the stairwell landing projecting into the setback does not exceed an area of 1.5 square metres and that such reduction shall only apply to the *basement* stairwell and landing.
11) Where a stairwell, providing access to the *basement* from the side yard, projects beyond the face of the *building*¸ the minimum distance to the *side lot line* may be reduced by not more than 1.2 metres, providing that*:*
    a) both the *front lot line* and the *rear lot line* abut a *street;*
    b) the stairwell landing projecting into the setback does not exceed an area of 1.5 square metres; and
    c) such reduction shall only apply to the *basement* stairwell and landing.
12) In an R, RM or residential CD zone, no heat pump or air conditioning equipment shall be sited:
    a) at the side of a *building* face adjacent to a *side lot line,* except where the *side lot line* abuts a *flanking street* or a *lane;*
    b) in the required *side lot line* setback for a principal *building*, except where the *side lot line* abuts a *flanking street* or a *lane;* and
    c) less than 1.5 m from a *lot line.*

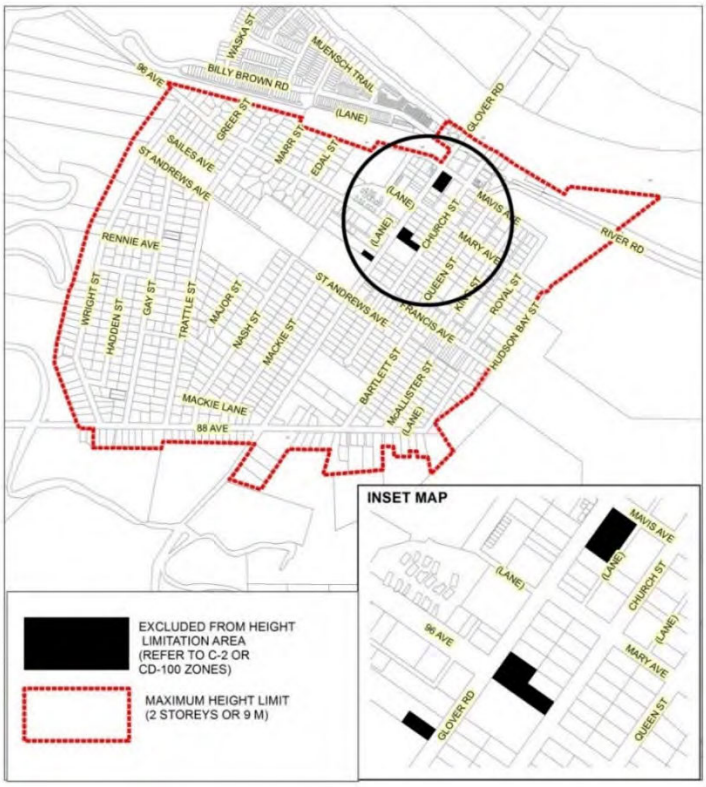
Height Of Buildings And Structures

#3088 06/01/92 #3205 14/06/93 #4292 23/08/04 #5013 30/09/13 #5064 28/04/14

104.5 1) The following *structures* are exempt from the *height* requirements of this Bylaw: church spires, chimneys, flagpoles, masts, silos, aerials, water tanks, belfrys, monuments, transmission towers, elevators and ventilation machinery and *public utility structures*. Notwithstanding the above, Section 104.6 "Langley Airport Height Limitations" shall apply. Subject to the Township's Telecommunication Tower Master Plan Policy, *public utility* communication towers must first be submitted to Council for recommendation to Industry Canada.

2) Within the Fort Langley area as indicated more particularly on the map in Section 104.5 3), the *height* of *buildings* shall not exceed 9 metres. No *building* shall exceed two *storeys*, nor shall any room be allowed above the second *storey*. For the purpose of this section, a *basement* is not included as a *storey* provided the surface of the first floor is less than 800 mm above the average grade around the *building*.

3) **FORT LANGLEY BUILDING HEIGHT AREA**



#5109 14/09/15

4) Public recreation facilities and public schools are exempt from the *height* requirements of this Bylaw.

Langley Airport Height Limitations

104.6 Notwithstanding the provisions of this Bylaw the requirements and standards of the "Langley Airport Zoning Regulations" P.C. 1976-452 pursuant to the authority of Section 6 of the Aeronautics Act, Chapter A-3, R.S.C. 1970, as amended shall apply.

Keeping Of Animals

104.7 No animals, other than household pets and guard dogs, may be kept in any zone unless specifically permitted in that zone.

Signs

#4567 07/05/07 #5490 30/09/19

104.8 All signs shall comply with the “Township of Langley Sign Bylaw 2012 No. 4927”as amended.

Agricultural Land Commission Act

104.9 Where land is designated as an "Agricultural Land Reserve" it is subject to the Agricultural Land Commission Act, regulations made pursuant to the Agricultural Land Commission Act, and relevant Orders of the Provincial Agricultural Land Commission made pursuant to the Agricultural Land Commission Act.

Uses Permitted In All Zones

#3782 27/07/98

104.10 The following *uses* shall be permitted in any zone:

a) private gardens accessory to a permitted *residential use*;

#4567 07/05/07
#5013 30/09/13

b) public parks, playgrounds, public recreation facilities and open space/conservation areas;
c) public schools; and
d) *public utility structures* and facilities subject to the Township's Telecommunication Tower Master Plan Policy.
e) the maximum number of *vehicles* that can be sold on a property before a commercial zone allowing *vehicle* sales is required is five in a twelve month period provided that no more than two *vehicles* for sale are located on the property at one time.

#5293 24/07/17

f) *Residential sales centre*s subject to the following conditions:
   i. prior to the construction of the *residential sales centre*, the owner of the *lot* upon which the *residential sales centre* will be constructed shall:
      a) execute and deliver to the Municipality a restrictive covenant, in form and substance acceptable to the Municipality, which obligates the owner to remove the *residential sales centre* from the *lot* within 30 days of receiving an accepted final inspection for all *dwelling units* in the residential development which will be marketed and sold in the *residential sales centre*; and
      b) deliver to the Municipality one or more unconditional irrevocable letters of credit, in an aggregate amount acceptable to the Municipality, as security to ensure the obligation described in Section 104.10(f)(i)(a) is fulfilled;
   ii. off-street parking for *residential sales centres* shall be provided in accordance with the office parking requirements of Section 107;
   iii. the *residential sales centre* shall comply with the lot coverage, siting and height provisions of the zone in which it is located; and
   iv. a *residential sales centre* may operate on a lot under development application pursuant to Development Application Fee Bylaw 1987 No. 2470, as amended, for an RM or CD zone that includes an RM use.

Swimming Pools

104.11 All residential swimming pools shall comply with the siting provisions for *accessory building*s contained in this Bylaw.

Non-Conforming Lot Area

104.12 *Lots* shown on plans deposited in the Land Title Office prior to the passing of this Bylaw which have less than the minimum *lot area* required by this Bylaw may be used for *uses* permitted in the zone in which it is located subject to all other requirements of that zone.

Land Use Contracts

104.13 1) Where a Land Use Contract is registered as a charge against any lands, those lands may, notwithstanding anything to the contrary in this Bylaw, be used in accordance with the provisions of the Land Use Contract.
2) Where a Land Use Contract is silent with regard to the regulations applicable to the permitted *use*, the applicable zoning regulations contained in this Bylaw shall apply.

Additional Setback On Prescribed Streets

104.14 All *buildings* and *structures* abutting 0 Avenue shall not be sited closer than 29.75 metres from the Canada - U.S.A Boundary.

Accessory Buildings And Uses

#4237 03/11/03 #4859 30/05/11

104.15 1) No *accessory building* or *structure* shall be erected on any *lot* unless the principal *building* to which the *accessory building* is an incidental *use* has been erected or is being erected simultaneously with said *accessory building*.

2) Where a *building* or *structure* is attached to the principal *building* by way of a continuous foundation, walls, and a roof that form a habitable space, it shall be considered a part of the principal *building* and shall comply in all respects with the requirements of the Bylaw applicable to the principal *building*.

3) Where as a result of *subdivision* an *accessory building* is no longer situated on the same *lot* as a permitted principal *building* the *accessory building* need not be removed from the newly created *lot*, provided that:

a) the *use* or intended *use* of the *accessory building* immediately prior to *subdivision* was customarily incidental and subordinate to that of a permitted principal *building* situated on the same *lot* and the *accessory building* was separated from a principal *building* by a minimum of 1.5 metres;

b) the *accessory building* complies with the minimum siting required for *buildings* or *structures* on the new *lot*;

c) where the *accessory building* is a *building*, it is secured against unauthorized access and is not occupied or used for any purpose;

d) where the *accessory building* is a *structure* excluding a swimming pool, it is not used for any purpose;

e) where the *accessory building* is a swimming pool, it is emptied of water, completely covered and secured against *use* and is not used for any purpose; and

f) the *accessory building* is the subject of a restrictive covenant, including security, in favour of the Municipality registered against the new *lot* at the time of *subdivision* requiring the *accessory building* to be removed from the new *lot* if a permitted principal *building* is not constructed on the *lot* within twelve months of subdivision.

g) Sub-sections a) through f) notwithstanding, if the *accessory building* is an *accessory dwelling unit* that meets the requirements of the Zoning Bylaw for a principal *residential use* on the newly created *lot*, sub-sections a), b), c), d), e) and f) do not apply.

Transition Housing

#3255 21/06/93

104.16 A transition house providing emergency and support services for women and women with children leaving physically, psychologically and sexually abusive relationships shall be a permitted *use* in the Rural Zone RU-1, Rural Zone RU-2, Rural Zone RU-3, Suburban Residential Zone SR-1 and Suburban Residential Zone SR-2 subject to the following conditions:

a) the transition house being operated as a non-profit society under the auspices of the Provincial Government;

b) the transition house being located in a *single family dwelling* on a site having a minimum *lot* size of 3716 m^2 (0.92 acre);

c) the residential appearance of the *single family dwelling* being maintained;

d) maximum occupancy of the transition house being limited to a total of ten persons;

e) on-site parking being provided to accommodate a minimum of 5 *vehicles*. No on-street parking shall be permitted;

f) no signage indicative of any non-residential usage shall be permitted; and

g) compliance with Langley Building Bylaw 2008 No. 4642 as amended.

Amusement Machines As An Accessory Use

#3317 13/12/93

104.17 Where four (4) or less *amusement machines* are permitted as an *accessory use*, the *amusement machines* shall not occupy more than 10% of the *gross floor area* of the principal permitted *use* calculated on the basis of there being no less than 4 m^2 of floor area provided for each *amusement machine*.

Hobby Beekeeping

#5109 14/09/15

104.18 1) The maximum number of beehives and nucleus colonies (a colony of not more than five (5) removable frames primarily used for the rearing and storing of queen bees) is limited as follows:

a) Two (2) hives and two (2) nucleus colonies on a *lot* with an area equal to or greater than 650 m^2 and less than 2000 m^2.

b) Four (4) hives and four (4) nucleus colonies on a *lot* with an area equal to or greater than 2000 m^2.

c) Notwithstanding a) and b) above, *hobby beekeeping* shall not be permitted on a *lot* with an area less than 650 m^2.

2) Beehives shall be located to the rear of the principal *building* on the *lot*; and be located:

a) Behind a solid fence or hedge a minimum of 1.83 m in *height* located parallel to adjacent *lot lines* and extending a minimum of 6 m horizontally beyond the hive in either direction; or

b) A minimum of 7.5 m from a *lot line*.

Ready-Mix Concrete Plants

#5109 14/09/15

104.19 A *ready-mix concrete plant* is permitted in the M-3 Zone under section 703.1 4) and is prohibited in every other zone as a principal use and as an *accessory use*.

105 - FLOOD CONTROL

#4594 03/11/08

105.1 1) For the purposes of this section the following definitions shall apply:

a) **"Natural Boundary"** - means the visible high water mark of any lake, river, stream or other body of water where the presence and action of the water at the time of measurement are so common and usual and so long continued in all ordinary years as to mark upon the soil of the bed of the lake, river, stream or other body of water a character distinct from that of the banks thereof, in respect to vegetation, as well in respect to the nature of the soil itself. In addition, the natural boundary includes the best estimate of the edge of dormant or old side channels or marsh areas.

b) **"Watercourse"** - is any natural or man-made depression with well-defined banks and a bed 0.6 metres or more below the surrounding land serving to give direction to a current of water at least six (6) months of the year or having a drainage area of 2 square kilometres or more upstream of the point of consideration.

c) **"Designated Flood"** - means a flood, which may occur in any given year, of such magnitude as to equal a flood having a 200 year recurrence interval based on a frequency analysis of unregulated historic flood records.

d) **"Designated Flood Level"** - means the elevation for a Designated Flood established by the Province of British Columbia for the Fraser River of:

i) 5.83 meters Geodetic Survey of Canada measure at the border of the Municipality and the City of Surrey;

ii) 6.94 meters Geodetic Survey of Canada measure at the point on Glover Road where the Jacob Haldi Bridge intersects with the south bank of the Bedford Channel; and

iii) 7.66 meters Geodetic Survey of Canada measure at the border of the Municipality and the City of Abbotsford.

e) **"Flood Construction Level"** – means the Designated Flood Level plus an allowance for freeboard of 0.6 meters adjusted with respect to the distance upstream or downstream from the locations identified in Section 105.1 1) d), and is used to establish the elevation of the underside of a wooden floor system or top of concrete slab for buildings, or the ground surface elevation or top of concrete or asphalt slab upon which a mobile home or unit rests.

Setback Requirements

#5109 14/09/15

2) Notwithstanding any other provision of this Bylaw and Township Streamside Protection Bylaw No. 4485 as amended, no *building* or any part thereof shall be constructed, reconstructed, moved or extended nor shall any *mobile home* or unit, modular home or *structure* be located:

a) within 30 metres of the natural boundary of the Fraser, Nicomekl, Salmon, or Campbell Rivers;
b) within 20 metres of the natural boundary of Murray Creek;
c) within 15 metres of the natural boundary of any other watercourse;
d) within 15 metres of the top of the bank of Anderson Creek north of 36 Avenue; and
e) within 7.5 metres of the natural boundary of a lake, swamp, or pond.

Elevation Requirements

#4594 03/11/08

3) Notwithstanding any other provision of this Bylaw, no *building* or any part thereof shall be constructed, reconstructed, moved or extended nor shall any *mobile home* or unit, modular home or *structure* be located with the underside of a

wooden floor system or top of concrete slab of any area used for habitation, business, or storage of goods damageable by floodwaters, or in the case of a *mobile home* or unit the ground level or top of concrete or asphalt pad on which it is located:

a) lower than the Flood Construction Level. Prior to the issuance of a building permit the applicant shall;
   i) agree to connect to a community sanitary sewer system where required by the Municipality or, where permitted by the Municipality, provide the Municipality with certification from a Qualified Profession (as defined by the Ministry of Health Sewerage Disposal Regulation) with respect to the provision of a sewage disposal system; and
   ii) provide the Municipality with certification from a British Columbia Land Surveyor that the final elevation of the building site is equal to or exceeds the Flood Construction Level.
b) nor lower than 4 metres above the natural boundary of Murray Creek, the Nicomekl River and tributaries to the Nicomekl River located within the Nicomekl River floodplain as defined as those lands being less than an elevation of 14 metres Geodetic Survey of Canada (G.S.C.) datum;
c) nor lower than 3 metres above the natural boundary of the Salmon River, or Bertrand Creek;
d) nor lower than 2.5 metres above the natural boundary of the Campbell River and tributaries to Bertrand Creek;
e) nor lower than 1.5 metres above the natural boundary of any other watercourse including tributaries to the Nicomekl River above the 14 metre G.S.C. contour elevation; and
f) nor lower than 1.5 metres above the natural boundary of a lake, swamp or pond.

#4594
03/11/08

4) Clause 105.1 3) shall not apply to:
   a) a renovation of an existing *building* or *structure* used as a residence that does not involve an addition thereto; or an addition to a *building* or *structure* for *residential use* that would increase the size of the *building* or *structure* by less than 25% of the floor area existing at the date of adoption of this Bylaw.
   b) that portion of a *building* or *structure* to be used as a carport or garage; and
   c) *farm buildings* other than *dwelling units* and closed-sided livestock housing. Closed-sided livestock housing shall be elevated 1 metre above the natural ground elevation.
5) Except as specifically provided for in the Rural Floodplain Zone RU-4 and the Rural Floodplain Zone RU-5, the required elevation may be achieved by structural elevation of the said habitable *building* or *structure*, business, or storage area or by adequately compacted landfill on which any *building* is to be constructed or *mobile home* or unit located, or by a combination of both structural elevation and landfill. No area below the required elevation shall be used for the installation of furnaces or other fixed equipment susceptible to damage by floodwater.

   Where landfill is used to achieve the required elevation stated in Clause 105.1 3) above, no portion of the landfill slope shall be closer than the distances in Clause 105.1 2) from the natural boundary, and the face of the landfill slope shall be adequately protected against erosion from floodwaters.

106 - DEVELOPMENT PERMITS

Development Permits

#4859 30/05/11

106.1 Subject to the provisions of the Local Government Act as amended, where land is designated in the Official Community Plan of the Township of Langley as a Development Permit Area, and shown for informational purposes on Map Schedules ML.7.1 to ML.14.32 inclusive as a Development Permit Area, land within the area shall not be subdivided, or the construction of or the addition to a *building* or *structure* shall not be commenced, unless the owner of the land first obtains a Development Permit.

Form and Procedure for Development Permits

106.2 Applications, procedures and fees for Development Permits shall be as established in the "Development Application and Fee Bylaw 1987, No. 2470" as amended.

107 - PARKING AND LOADING REQUIREMENTS

General Requirements

#3488 06/11/95 #4859 30/05/11 #5698 22/11/21 #5749 22/11/21

107.1 1) All off-*street* parking shall be provided and maintained on the same *lot* as the *building* or *use* requiring the parking.

2) Within the Fort Langley area as indicated more particularly on the map in Section 107.10 a cash-in-lieu option can be considered for development. (Note: See Bylaw 1995 No. 3472 for cash-in-lieu option)

3) Lands designated in the Willowbrook Transit-Oriented Area Designation Bylaw No. 6021 as Transit Oriented Areas are exempt from required off-street parking spaces for *residential uses*, except parking for persons with disabilities. If parking spaces are provided for residential uses, all spaces must meet the EV charging requirements specified in Section 107.3 footnote 1.

Units of Measurement

107.2 1) Where *gross floor area* is used as a unit of measurement for the calculation of required parking spaces, it shall include the floor area of *accessory building*s and basements, except where they are used for parking, mechanical purposes or storage.

2) Where the number of employees is used as a unit of measurement, it shall mean the greatest number of employees at work at any time in a particular *building* or site or a particular *use*.

3) Where seating accommodation is used as a unit of measurement, and such accommodation consists of benches, pews, booths and the like, each 0.5 metre of width of such seating accommodation shall be counted as one (1) seat.

4) When the calculation of parking requirements results in a fractional requirement of 0.5 or more, one (1) parking space shall be provided to meet this fractional requirement.

#2506 11/04/88 #2663 09/01/89 #3010 15/04/91 #3198 01/02/93 #3782 27/07/98 #3954 16/10/00 #3959 05/11/01 #4016 04/03/02 #4296 18/04/05 #5698 22/11/21
#4567 07/05/07 #4620 03/03/08 #4859 30/05/11 #5109 14/09/15 #5357 23/04/18 #5442 11/03/19 #5396 04/11/19 #5574 20/04/20 #5646 11/01/21 #5749 22/11/21

Required Off-Street Parking Spaces

107.3 Off-street vehicular parking or garage spaces shall be provided in accordance with the standards in this Section. Where a parking *lot* or facility is provided, and spaces are allocated to a specific *building* or *use*, the total number of parking spaces, including any on the same *lot* as the *building* or *use*, shall comply with the requirements of this Bylaw.

The General Manager of Engineering and Community Development may specify utility and billing communication protocols, minimum charging performance, electrical infrastructure required for the use of *electric vehicle energy management systems,* and/or management guidelines as specified in the associated Township of Langley technical bulletin, as amended or replaced from time to time.

USE	PARKING REQUIREMENTS	EV CHARGING REQUIREMENTS (1)
a) Residential Uses		
i) *single family dwellings, two family dwellings, mobile homes, mobile homes as temporary accessory dwellings, small-scale multi-unit housing developments*	~~2 spaces~~ 1 space per *dwelling unit*, with a minimum total of 2 spaces per *lot*	1 space per *dwelling unit*
ii) *townhouses*	2 spaces per *dwelling unit* 2.3 spaces per *dwelling unit* if parking is provided by *tandem parking,* but no more than 40% of all *dwelling units* in a *townhouse* development may have *tandem parking* spaces 1 dedicated visitor parking space per 5 *dwelling units*	1 space per *dwelling unit* 1 space per *dwelling unit* if parking is provided by *tandem parking*
iii) *apartments*	1 space per *dwelling unit* for studio *apartments.* 1.5 spaces per *dwelling unit* for *apartments* having one or more bedrooms. 10% of required *apartment* parking spaces shall be provided for visitor parking For the purpose of parking requirements, an *apartment* shall be considered a studio *apartment* if it does not exceed 45 m^2 in total floor space and if there are no walls separating living, dining and kitchen areas from sleeping areas.	1 space per *dwelling unit* for studio apartments 1 space per *dwelling unit* for *apartments* having one or more bedrooms

USE	PARKING REQUIREMENTS	EV CHARGING REQUIREMENTS (1)
iv) *dwelling units as part of a commercial or industrial building*	1.5 spaces per *dwelling unit*	1 space per *dwelling unit*
v) *seniors' housing*	1 space per 4 *dwelling units* plus one space per 3 employees	1 space per 4 *dwelling units*
vi) *accessory home occupation*	1 space per non-resident employee as permitted under section 104.3	Not Applicable (NA)
b) Institutional Uses		
i) *assembly uses, excluding educational uses*	1 space per 10 seats plus 1 for each 19 m^2 of *gross floor area* used for assembly	NA
ii) *community care facilities excluding seniors' housing*	1 space per employee and 1 space per 4 occupants or residents	1 space per 4 occupants or residents
iii) *educational uses: kindergartens, elementary schools and group children's day care* *secondary schools and other higher education*	1 space per employee, plus a designated drop-off and pick-up area 1 space per employee and 1 space per 5 students	NA
iv) *government institutional buildings*	1 space per 28 m^2 of *gross floor area*	NA
v) *recreational uses and facilities including commercial recreational uses*	1 space per 45 m^2 of *gross floor area* plus 1 space per 10 spectator seats	NA
vi) *hospital*	1 space per 41m^2 of *gross floor area*	NA
c) Commercial Uses		
i) *hotels and motels campgrounds*	1 space per accommodation space and 1 space per employee	NA
ii) commercial *assembly uses* (other than institutional and recreation *uses)*, including theatres and *funeral homes*	1 space per 12 m^2 of *gross floor area*	NA
iii) bowling alleys	3 spaces per alley	NA
iv) retail stores, service establishments, *personal service use* and *licensee retail store uses* except as otherwise stated.	1 space per 35 m^2 of *gross floor area*	NA
v) offices, financial institutions	1 space per 35 m^2 of *gross floor area*	NA
vi) *restaurants* including *food primary uses* and *brewery or distillery* lounge areas	1 space per 35 m^2 of *gross floor area*	NA
vii) *liquor primary use*	1 space per 3 patrons licensed under the Liquor Control and Licensing Act	NA
viii) golf driving ranges driving	1 space per installed golf driving tee	NA

USE	PARKING REQUIREMENTS	EV CHARGING REQUIREMENTS (1)
tee		
ix) golf courses	3 spaces for every par-3 fairway plus 6 spaces for every fairway higher than par-3, plus 1 space per employee	NA
– golf driving ranges	1 space per installed golf driving tee	NA
– *liquor primary* and *food primary uses* accessory to a golf course shall comply with Subsection 107.3 c) vii)		NA
– for golf course developments located adjacent to a Provincial Highway, the Ministry of Transportation and Highways should be contacted regarding site access and additional parking requirements.		NA
x) *marina class 'A' and 'B'*	1 space for every two boats or mooring berths.	NA
xi) *marina class 'C'*	2 spaces per *float home*	NA
xii) *vehicle servicing*	1 space per 46 m^2 of *gross floor area*, plus 1 space per service bay, plus 1 space per 2 employees	NA
xiii) *cannabis retail*	1 space per 20 m^2 of *gross floor area*	NA
d) Industrial Uses		
i) *service, general, heavy and other industrial uses*	1 space for every 186 m^2 of *gross floor area*	NA
ii) *laboratories*	1 space for every 100 m^2 of *gross floor area*	NA
e) Greenhouses		
Greenhouses when permitted to exceed a total *lot coverage* of 33% shall provide one parking space for every 1000 m^2 of *greenhouse gross floor area* space, plus one space for every 15 m^2 of *gross floor area uses* for accessory retail sales purposes.		NA

#5396 04/11/19 (1) Spaces listed under the EV Charging Requirements column are included as part of the total Parking Requirements column specified in the table included in Section 107.3 of the Zoning Bylaw.

Parking spaces with EV charging requirements shall feature an energized outlet capable of providing *Level 2 Charging* or higher, installed adjacent to the parking space, intended solely to be used by *Electric Vehicle Supply Equipment* (EVSE) and labelled accordingly.

In residential uses i) and ii), where there are two adjacent parking stalls, the energized outlet must be placed in equal proximity to both parking stalls to facilitate the use of dual head *EVSE*.

Parking for Mixed Uses

107.4 Where a *building* contains *uses* which fall into more than one classification, the

required number of spaces shall be the sum of spaces required for each *use*.

Design Criteria

#2663 09/01/89 #3010 15/04/91 #3782 27/07/98 #4016 04/03/02 #4567 07/05/07

107.5 1) All off-street parking areas shall comply with the stall and aisle dimensions of the following table, as illustrated by sketch 1 to 4 inclusive following as Section 107.9. The dimensions of a stall or aisle shall be measured from the narrowest dimension of the stall or aisle.

Parking Angle in Degrees	Width of Stall in Metres (a)	Length of Stall in Metres (b)	Width of Aisle in Metres (c)	Traffic Flow
90	2.90	5.8	6.0	two
90	2.75	5.8	6.7	way
90	2.60	5.8	7.3	traffic
parallel	2.75	7.0	7.3	
60	2.75	5.8	5.5	one
45	2.75	5.8	4.0	way
30	2.75	5.8	3.65	traffic
parallel	2.75	7.0	3.65	
tandem parking	2.60	11.2 (1)	N.A.	N.A.

(1) This is the combined length of the two parking spaces.

#5109 14/09/15

2) When a parking stall adjoins a fence or *structure* over 0.3 metres in *height* along its side, the width of the parking stall shall be increased by 0.3 metres, for each such fence or *structure* in addition to the width stipulated above.

3) An off-street parking area shall not be located within 1.5 metres of a *lot line* common to the parking area and/or to a *street*, and shall not encroach onto a required landscaping area or screen.

4) For all Multiple Family Residential (RM) and Commercial (C) developments each required parking space and maneuvering aisle shall be surfaced with asphalt or concrete.

#5109 14/09/15

5) For all Industrial (M) and Institutional (P) developments, each required parking space and maneuvering aisle shall be surfaced with asphalt, concrete or other dust free material.

#5109 14/09/15

6) In the C, M, P and Commercial and Industrial Comprehensive Development Zones a maximum of 20% of the required parking stalls may be designated for small car parking, subject to all small car parking stalls being 90°, having a minimum size of 2.44 metres by 4.88 metres and being clearly signed for "small cars only".

#5109 14/09/15

7) In RM and Residential Comprehensive Development Zones a maximum of 20% of the required visitor parking stalls may be designated for small car parking, subject to all small car parking stalls being 90°, having a minimum size of 2.44 metres by 4.88 metres and being clearly signed for “small cars only”.

Residential Off-Street Parking

#3782 27/07/98 #3954 16/10/00 #4567 07/05/07 #4859 30/05/11 #5109 14/09/15

107.6 1) deleted by #4567 07/05/07

2) deleted by #5490 30/09/19

3) In an “R” or single family residential “CD” zone, recreational vehicles (including motor homes, travel and tent trailers, campers, boats and associated trailers) may only be parked in a rear yard or that portion of a side yard located behind the front yard setback of a residence, except between April 1 and September 30 where a recreational vehicle may also be parked in the front yard driveway

#5490
30/09/19

provided the recreational vehicle is parked not less than 1.6 m from the interior edge of the sidewalk or if there is no sidewalk, not less than 1.6 m from the edge of the pavement.

4) ~~In an "R" zone, no more than 4 *vehicles* may be permitted to park on any one *lot*.~~
Up to two (2) additional driveways accessed from a *side lot line* may be provided for *small-scale multi-unit housing developments* on *corner lots*, provided that:
a) the *lot* contains at least three (3) *dwelling units*;
b) the *street* abutting the *side lot line* is a local *street* or *lane*; and
c) the sum of all driveway widths on the *lot* is not more than 12 metres.

Design of Loading Spaces

107.7 An off-*street* loading area shall have dimensions of not less than 3 metres in width, 9.25 metres in length and 4.25 metres in *height.*

Required Off-Street Loading Facilities

#2845
25/06/90
#5109
14/09/15

107.8 1) Commercial and Industrial *uses* and *commercial greenhouses* shall provide one off-street loading space for every *building* having a *gross floor area* of 500 m^2 or greater. Where overhead loading doors are provided on the *building*, off-street loading space shall be provided adjacent to each overhead loading door of the *building*. Where no overhead loading door is provided, off-street loading space shall be provided in a location adjacent to the shipping and receiving doors or main entry doors of the *building*.

#5109
14/09/15

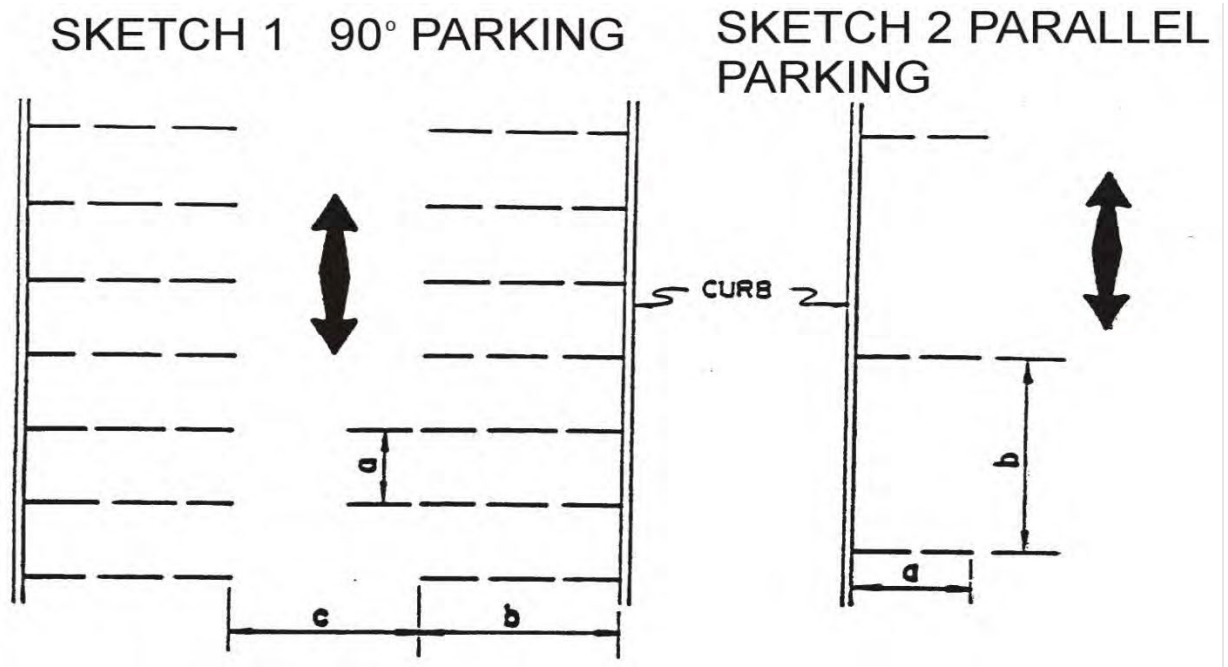
2) Off-street loading spaces shall not be considered as off-street parking spaces for the purposes of calculating the parking spaces required under this Bylaw.

#5109
14/09/15

3) Loading areas shall be designed to ensure that the loading of *vehicles* shall remain entirely within the loading space and not result in *vehicles* backing onto a *highway*.

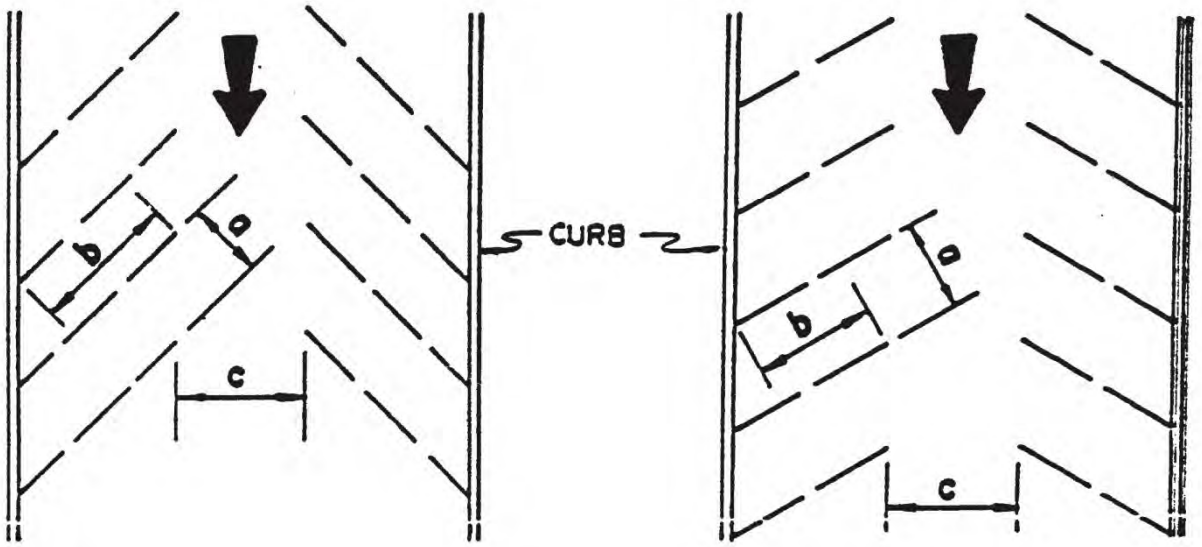
Parking Design Criteria

107.9



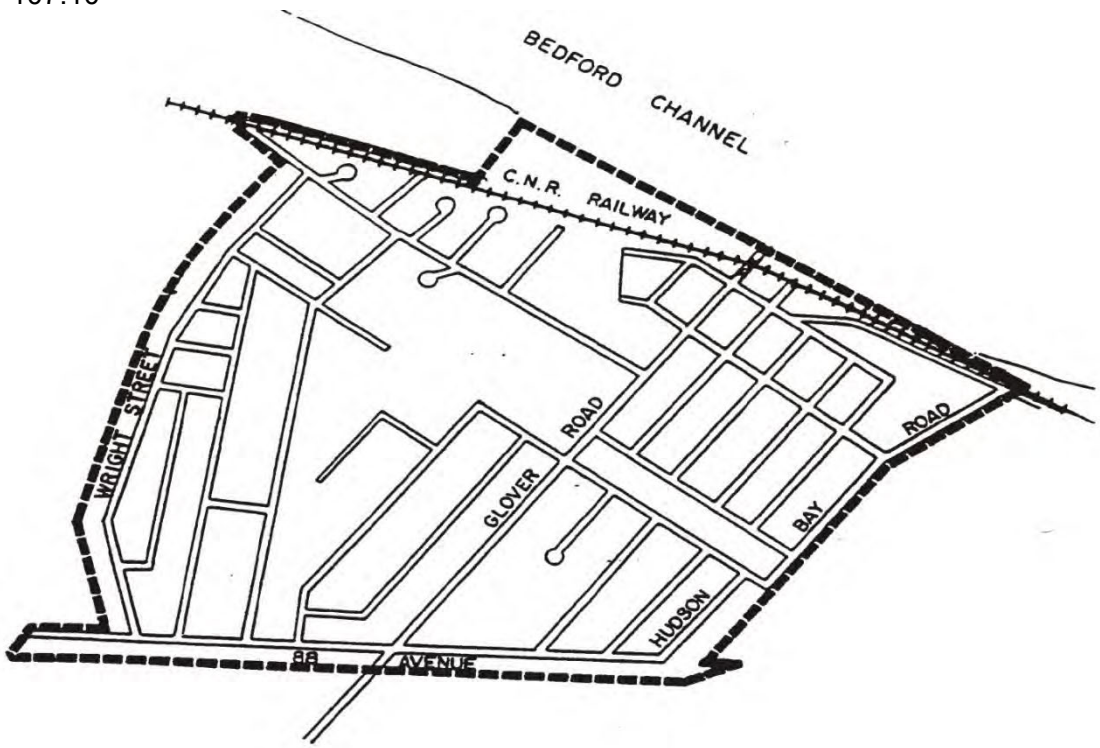
SKETCH 3 45° PARKING

SKETCH 4 60° PARKING



Fort Langley Parking Area

107.10



FORT LANGLEY PARKING AREA REFERRED TO IN SECTION 107.1 (2)

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Parking Stalls for Persons with Disabilities

#5490 30/09/19 #5698 22/11/21 #5749 22/11/21

107.11 For *buildings* required to be accessible by persons with disabilities, where between 10 and 50 stalls are required, at least one parking stall for persons with disabilities shall be provided. For *buildings* required to be accessible where over 50 stalls are required, parking stalls for persons with disabilities shall be provided in the ratio of 1 every 50 stalls or part thereof.

A parking stall for persons with disabilities shall:

a) be at least 3.7 m wide and 5.8 m long;
b) have a firm, slip-resistant and level surface;
c) be located close, and be accessible to an entrance; and
d) be clearly identified as being solely for the use of persons with disabilities.

Off-Street Bicycle Parking and End of Trip Facilities Requirements

Definitions and General Requirements

#5698 22/11/21

107.12 1) For the purposes of this section the following definitions shall apply:

a) **"Bicycle Space"** means a space to secure one bicycle and must include a device that is anchored to a hard surface.
b) **"Bicycle Storage"** means a secured, enclosed area for bicycle *spaces*.

#5892 12/06/23

c) **"Secure Bicycle Parking Area"** means a secure bicycle parking area provided in a separate bicycle room located within a *building*, whether located at, below, or above finished grade, with convenient access to the outside of the *building*, is excluded from the calculation of the *floor area ratio* to a maximum of 170 m^2.
d) **"Counting Rules"** are as follows:
    a. Where *gross floor area* is used as a unit of measurement for the calculation of required parking spaces, it must exclude parking loading/unloading areas, secure bicycle parking areas, stairways and mechanical rooms within the *building*;
    b. For the purpose of determining the number of required parking spaces or bicycle spaces:
        i. Any fraction less than one-half must be disregarded; and
        ii. Any fraction one-half or greater must be considered equivalent to 1; and
    c. Within *dwelling units* in multiple unit residential *buildings*, where rooms are identified as dens, studies, libraries or other rooms of like character which are a minimum of 9 m^2 in floor area, such rooms must be considered bedrooms for the purpose of determining parking requirements.

All required bicycle *spaces* must:

a) Not interfere with a pedestrian walkway;
b) Be separated from parking spaces or loading/unloading spaces by 2.0 m or a physical barrier; and
c) Be sufficiently illuminated.

Visitor bicycle spaces must be located:

a) At finished grade; and
b) Within 30 m of the main entrance to the *building*.

Secure Bicycle Parking Area Requirements

a) All required bicycle spaces in a secure bicycle parking area must be provided in:
   i. A separate bicycle room located within a *building*; or
   ii. An expanded metal mesh compound within a *building*; or
   iii. Numbered bicycle lockers in a *building* or private parking area; and
b) Secure bicycle parking area must be located:

#5892 12/06/23

   i. At finished grade, below finished grade, or one level above finished grade, with convenient access to the outside; and
   ii. Within 30 m of an entrance to the *building* or within a shared secure bicycle parking area.

Mixed-Use Developments

Where two (2) or more *uses* occur on a *lot*, the total number of bicycle spaces must be the sum of the bicycle spaces required for each individual *use*.

2) Required Bicycle Spaces

#5892 12/06/23

Use	Required Bicycle Spaces
a) Residential Uses	
i) *apartments*	6 visitor bicycle spaces per multiple unit residential *building*; **plus** 1 bicycle space in a secure bicycle parking area per *dwelling unit*
ii) *seniors' housing*	6 visitor bicycle spaces per multiple unit residential *building*; **plus** 0.1 bicycle spaces in a secure bicycle parking area per *dwelling unit*
iii) *assembly uses*, excluding educational uses	6 visitor bicycle spaces at each public entrance
b) Institutional Uses	
i) *community care facilities* excluding *seniors' housing*	1 space per 100 beds
ii) educational uses: kindergartens, elementary schools, middle schools and *group children's day care*	4 visitor bicycle spaces per classroom*;* **plus** 0.4 bicycle spaces in a secure bicycle parking area per 10 students on a maximum attendance period
secondary schools and other higher education	8 visitor bicycle spaces per classroom; **plus** 0.6 bicycle spaces in a secure bicycle parking area per 10 students on a maximum attendance period
iii) government institutional buildings	6 visitor bicycle spaces at each public entrance; **plus** 0.06 bicycle spaces in a secure bicycle parking area per 100 m^2 of the gross floor area where *gross floor area* is greater than or equal to 2,000 m^2
iv) recreational uses and facilities including *commercial uses*	6 visitor bicycle spaces at each public entrance; **plus** 0.06 bicycle spaces in a secure bicycle parking area per 100 m^2 of the *gross floor area* where *gross floor area* is greater than or equal to 2,000 m^2
v) *hospitals*	6 visitor bicycle spaces at each public entrance; **plus** 0.06 bicycle spaces in a secure bicycle parking area per 100 m^2 of the *gross floor area* where *gross floor area* is

	greater than or equal to 2,000 m^2
c) Commercial Uses	
i) Including *hotels* and *motels*, commercial assembly uses (including theatres and funeral homes), bowling alleys, retail stores, service establishments, *personal service uses* and *licensee retail store uses*, office, financial institutions, *restaurants* including *food primary uses* and *brewery* or *distillery* lounge areas, *liquor primary uses*, golf driving ranges and golf courses (including uses accessory to a golf course), and *cannabis retail*	6 visitor bicycle spaces at each public entrance; **plus** 0.06 bicycle spaces in a secure bicycle parking area per 100 m^2 of the *gross floor area* where *gross floor area* is greater than or equal to 2,000 m^2
d) Industrial Uses	0.06 bicycle spaces per 100 m^2 of the *gross floor area* where the *gross floor area* is greater than or equal to 2,000 m^2

3) End of Trip Facilities

#5892 12/06/23

a) Where a secure bicycle parking area is required for a non-dwelling *use*, a minimum number of clothing lockers equal to 1 times the minimum number of secured bicycle parking spaces shall be provided. Lockers shall be a minimum of 45 cm deep, 30 cm wide, and 90 cm in height with respect to no more than 50% of the lockers and 180 cm in height for at least 50% of the lockers.

#5892 12/06/23

b) Where a secure bicycle parking area is required for a non-dwelling *use*, water closets, wash basins, showers, and grooming station shall be provided as follows:

a. Additional water closets, wash basins, showers, and grooming stations are not required if on-site facilities are provided as part of an employee fitness centre, provided these facilities meet or exceed the requirement of Sections 107.12 3(b)b and are accessible to all employees in the *building*, before and after work shifts, and are located conveniently in relation to the secure bicycle parking area.

b. The number of water closets, wash basins and showers required shall be based on the number of bicycle spaces provided as follows:

Number of Secure Bicycle Parking Spaces	**Water Closet(s)**	**Wash Basin(s)**	**Shower(s)**
0-9	0	0	0
10-29	1	1	1
30-49	2	1	2
50+	3	2	3

#5892 12/06/23

c. Where a secure bicycle parking area is required, each wash basin shall be equipped with a countertop mirror and an electrical outlet.

#5892 12/06/23

4) Cash in Lieu

a) Payments of cash-in-lieu of bicycle spaces, excluding visitor bicycle spaces, may be

accepted by the Township for up to 25% of the actual amount of the costs required to provide the bicycle spaces under Section 107.12 2). Such actual costs will be determined by a qualified professional, but are subject to acceptance by the Director, Development Services, or their designate, in their sole discretion. Where such payments of cash-in-lieu are accepted by the Director, Development Services or their designate, as set out herein, the requirement for providing bicycle spaces under Section 107.12 2) will be reduced by the amount paid in cash-in-lieu up to 25% of the required bicycle spaces.

108 - ACCESSORY PARKING OF COMMERCIAL VEHICLES

108.1 Unless specifically permitted by this Section, or specifically allowed as a principal permitted *use* in a zone, no *commercial vehicle* exceeding a licensed gross *vehicle* weight (G.V.W.) of 5,600 kg. shall be permitted to park on a *lot* in any zone.

108.2 The maximum number of *commercial vehicles* permitted to park accessory to a *residential use* in an "SR-1" and an "SR-2" zone shall be one (1) per lot.

108.3 The maximum number of *commercial vehicles* permitted to park accessory to a *residential use* in an "RU" zone shall be:

1) One (1) per *lot* on parcels less than 8,094 m^2 in size; and
2) Three (3) per *lot* on parcels 8,094 m^2 in size or greater.

108.4 Notwithstanding any other provision of this Bylaw, a parking area for a permitted *commercial vehicle* shall be located a minimum of 9.75 metres from a *front lot line*, 3 metres from a *rear lot line* and 3 metres from a *side lot line*.

108.5 Notwithstanding any other provision of this Bylaw, the maximum *height* of an *accessory building* used for the parking of a permitted *commercial vehicle* shall be 7.62 metres.

109 - INTENSIVE SWINE OPERATION PROVISIONS

Location and Density Requirements

109.1 Intensive Swine Operations shall comply with the following conditions:

1) The swine operation site shall be located in accordance with the minimum distances required in Section 109.5.
2) The maximum number of swine permitted on any *lot* shall not exceed the density in Section 109.5 and shall be determined by reference to Column 1 and Columns 3 to 7 whichever is the most limiting.
3) All swine on a *lot* shall be confined within the *intensive swine operation site*.
4) All *intensive swine structures* shall be located within the *intensive swine operation site*.
5) *Nearest neighbour* and specified non-*agricultural use*s shall comply with the setbacks specified in section 109.5 from an existing *intensive swine operation site*.
6) Notwithstanding section 109.1 5), where the *nearest neighbour* is an existing *dwelling unit*, the existing *dwelling unit* may be altered or extended provided the alteration or extension does not reduce the required distance to an existing *intensive swine operation site*.
7) Notwithstanding section 109.1 5) where there is an *intensive swine operation site* which is non-conforming as to setbacks, the *intensive swine operation site* shall not preclude the construction of a *dwelling unit* on a *building* site as defined under *nearest neighbour*.

Operations and Construction

#3010 15/04/91 #2663 09/01/89 #3010 15/04/91 #3782 27/07/98

109.2 1) **Operations**
Not more than 50 swine shall be permitted on *open range* at any one time, subject to the restrictions regarding the location of *open range* as contained in Section 109.1.

2) **Site**
The *swine* operation site shall be drained and graded to divert surface runoff water from *buildings*, pens and manure storage areas.

3) **Buildings and Structures**
All new *intensive swine structures* shall be designed and constructed in accordance with the Langley Building Bylaw 2008 No. 4642" as amended.

4) **Manure and Waste Handling**
Manure must be stored in solid or liquid form. Lagoons and inground tanks must be protected by guards, railings, or other protective devices to a *height* of 1.25 metres which shall have no openings greater than 150 mm by 150 mm. Access to lagoons or inground tanks shall be by means of a door or gate, which shall be kept securely fastened when not in use.

a) **Solid** - Storage for soiled manure/bedding composite material shall be constructed in accordance with the Langley Building Bylaw 2008 No. 4642 as amended. The manure storage capacity shall be sufficient to contain all manure generated from the *intensive swine operation* over a minimum period of 90 days.

b) **Liquid** - Storage tanks and lagoons shall be constructed in accordance with the Langley Building Bylaw 2008 No. 4642 as amended. The manure storage capacity shall be sufficient to contain all manure generated from the *intensive swine operation* over a minimum period of 120 days.

Application to Establish an Intensive Swine Operations

#3782
27/07/98

109.3 Any person proposing to establish an *intensive swine operation* shall apply, in writing, to the Chief Inspector of The Corporation of the Township of Langley and provide such information requested by him and in such form as may be required. A proposed *intensive swine operation* shall comply with the provisions of the Health Act and any regulations thereunder as indicated by the consent of the Medical Health Officer to the *intensive swine operation*.

Sign

109.4 Every *intensive swine operation* shall display a sign, single face or double faced, not less than 1 m^2, or not more than 2.2 m^2, clearly visible and legible from the *frontage street*, containing the words 'intensive swine operation' or other words which have the same meaning, in letters not less than 59 mm high.

Density and Setbacks for Intensive Swine Operations

109.5		SETBACKS				
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
Mininum Area of Lot	Max. # of Swine	From Nearest Neighbour	From Boundary of Road Allowance	From *Lot* Boundaries of Specific Non-Agri. Uses	From Boundaries of zones where intensive swine operations are not Permitted	From *Lot* Line Other Than Boundary of Road Allowance
hectares		metres	metres	metres	metres	metres
4.0	164	130	40	250	500	15
4.0	328	142	45	250	500	17
4.0	492	154	50	250	542	20
4.0	656	166	55	275	582	22
4.0	820	178	60	300	622	25
4.0	984	190	65	325	662	27
4.0	1148	200	70	350	702	30
4.5	1292	205	72	356	742	30
5.0	1435	210	73	362	782	30
5.5	1580	215	74	369	812	30
6.0	1724	221	76	375	843	30
6.5	1868	226	78	382	873	30
7.0	2012	231	79	388	903	30
7.5	2156	237	81	394	929	30
8.0	2296	242	82	400	945	30
9.0	2584	252	85	412	964	30
10.0	2872	263	88	425	997	30
11.0	3160	273	90	432	1016	30
12.0	3444	284	92	450	1046	30
13.0	3732	294	94	462	1060	30
14.0	4020	305	95	475	1074	30
15.0	4308	310	96	488	1100	30
16.0	4592	315	97	500	1124	30
17.0	5024	320	98	512	1147	30
18.0	5312	325	99	525	1169	30
19.0	5600	330	100	538	1179	30
20.0	5884	335	101	550	1189	30
21.0	6172	340	102	562	1200	30
22.0	6460	345	103	575	1213	30
23.0	6748	350	104	588	1226	30
24.0	7032	355	105	600	1244	30
25.0	7320	360	106	612	1261	30
26.0	7608	365	107	625	1274	30
27.0	7896	370	108	638	1287	30
28.0	8180	375	109	650	1300	30
29.0	8468	380	110	663	1313	30
30.0	8756	385	111	675	1326	30
31.0	9044	390	112	688	1339	30
32.0	9328	395	113	700	1350	30

110 - SUBDIVISION REQUIREMENTS

Minimum Subdivision Requirements

110.1 All *lots* created by *subdivision* shall conform to the following:

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
	Rural Zones			
#5486 – 27/07/20	RU-1	1.7 ha (8)	--	--
#3251 - 12/07/93	RU-2	8.0 ha	--	--
#3251 - 12/07/93	RU-3	8.0 ha (6)	--	--
#5527 – 27/07/20	RU-3A	0.17 ha		
#3251 - 12/07/93	RU-4	8.0 ha	--	--
#3251 - 12/07/93	RU-5	8.0 ha	--	--
#3360 - 14/11/94	RU-5A	8.0 ha		
#3251 - 12/07/93	RU-6	8.0 ha	--	--
	RU-7	--	--	--
#3251 - 12/07/93	RU-8	8.0 ha	--	--
#2547 - 25/04/88	RU-9	1858 m^2	--	--
#3251 - 12/07/93	RU-10	8.0 ha	--	--
#3251 - 12/07/93	RU-11	8.0 ha	--	--
#2887 - 22/11/93	RU-12	8.0	--	--
#3429 - 13/02/95	RU-13	100.0 ha	--	--
#3626 - 25/11/96	RU-14	No subdivision of land will be permitted to facilitate an RU-14 development		
	Suburban Residential Zones			
	SR-1	3716 m^2	40 m	55 m
	SR-2	8094 m^2	45 m	61 m
#3782 - 27/07/98	SR-2A (Deleted)	8094 m^2	45 m	61 m
	SR-3	1765 m^2	27.45 m	30.5 m
#5168 - 16/01/17	SR-3A	1765 m^2	27.45 m	30.5 m
	Residential Zones			
#5019 - 28/10/13	R-1A	In accordance with Section 401.8		
	R-1B	464.5 m^2	15.25 m	25 m
	R-1C	464.5 m^2 (1)	15.25 m	25 m
	R-1D	650.0 m^2	18.25 m	25 m
	R-1E	930.0 m^2 (4)	22 m	25 m
#4113 - 18/11/02	R-CL	In accordance with Section 403.7		
#4228 – 23/08/04 deleted by #4547 – 09/07/07	R-CL(A)	In accordance with Section 403.7		
#4547 - 09/07/07	R-CL(A)	In accordance with Section 404.9		
#4547 - 09/07/07	R-CL(B)	In accordance with Section 405.9		
#4547 - 09/07/07	R-CL(CH)	In accordance with Section 406.9		
#4547 - 09/07/07	R-CL(RH)	In accordance with Section 407.9		
#4547 - 09/07/07	R-CL(MH)	In accordance with Section 408.9		
#4976 - 12/02/13	R-CL(SD)	In accordance with Section 409.9		
	R-2	464.5 m^2 ~~(2)~~ ~~or~~ ~~557.4 m^2 (3)~~	15.25 m ~~(2)~~ ~~or~~ ~~18.3 m (3)~~	25 m ~~25 m~~

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
#4322 - 01/05/06	CRE-1	.02 ha (7)	20 m	35 m
		In accordance with Section 413.8		
	MH-1	1.7 ha		
	FH-1	--	--	--

(1) With an average *lot* size of 557.4 m^2

~~(2) For a single *family* dwelling~~

~~(3) For a two *family* dwelling~~

~~(4)~~(2)See Section 110.2

~~(5)~~(3)With an average *lot* size of 590 m^2

#3613 - 26/08/96 ~~(6)~~(4)0.2 ha for veterinary clinics located in the ALR connected to municipal water and sanitary sewer services

~~(7)~~(5)with an average of 0.33 ha but not exceeding an overall gross density of 1.61 units per hectare

~~(8)~~(6)on Lot 1 Section 33 Township 10 New Westminster District Plan BCP51689 the minimum *lot* area is 0.8 ha

	Multiple Family Residential Zones			
	RM-1	3716 m^2	--	--
	RM-2	1672 m^2	--	--
	RM-3	1672 m^2	--	--
#3387 - 015/05/95	RM-3A	1672 m^2	--	--
#3198 - 01/02/93	RM-4	1672 m^2	--	--
	Commercial Zones			
	C-1	930 m^2	--	--
	C-2	930 m^2	--	--
#2561 - 14/03/88	C-2A	930 m^2	--	--
#2571 - 18/04/88	C-2B	930 m^2	--	--
#2974 - 04/03/91	C-2C	930 m^2	--	--
#3887 - 11/12/00	C-2D	930 m^2	--	--
	C-3	1858 m^2	--	--
#2648 - 14/09/92	C-3A	1858 m^2	--	--
	C-4	1858 m^2	--	--
	C-5	1858 m^2	--	--
	C-6	1858 m^2	--	--
	C-7	8094 m^2	--	--
	C-8	8094 m^2	--	--
	C-9	1.7 ha	--	--
	C-10	930 m^2	--	--
	C-11	1.7 ha	--	--
	C-12	1858 m^2	--	--
#2508 - 23/11/87	C-13	1858 m^2	--	--
#2946 - 04/03/91	C-14	1858 m^2	--	--
#3040 - 09/09/91	C-15	1858 m^2	--	--
#3292 - 18/10/93	C-16	3716 m^2	--	--
#4053 - 15/12/03	C-17	1858 m^2		
#4053 - 15/12/03	C-18	5000 m^2		
	Industrial Zones			
	M-1A	1858 m^2	--	--
	M-1B	1.7 ha	--	--
	M-2	1858 m^2	--	--
#2813 - 25/06/90	M-2A	1858 m^2	--	--
#3752 - 01/12/97	M-2B	1858 m^2	--	--
	M-3	3716 m^2	--	--
	M-4	3716 m^2	--	--
	M-5	7.5 ha	--	--

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
#2959 - 11/03/91	M-5A	7.5 ha	--	--
	M-6	1.7 ha	--	--
	M-7	1.7 ha	--	--
	M-8	1.7 ha	--	--
#3782 - 27/07/98 Deleted by #3782 – 27/0798	M-9 (Deleted)	1.7 ha	--	--
#2507 - 28/03/88	M-10	1.7 ha	--	--
#3037 - 11/01/93	M-11	1858 m^2	--	--
#4226 - 07/07/03	M-12	1.7 ha	--	--
#4484 - 24/07/06	M-13	3716 m^2		
	Institutional Zones			
	P -1	1858 m^2	--	--
#3183 - 05/04/93	P-1A	4.0 ha	--	--
	P-2	see Section 110.7	--	--
	P-3	1.7 ha	--	--
#3958 - 09/06/03	P-3A	1858 m^2		
	P-4	1.7 ha	--	--
	P-5	1.7 ha	--	--
#3398 - 22/08/94	P-5A	1.7 ha	--	--
#3359 - 13/06/94	P-6	1600 m^2	--	--
	Comprehensive Development Zones			
#2603 - 27/11/89	CD-1	3716 m^2	--	--
#2766 - 10/12/90	CD-2	1858 m^2	--	--
#3336 - 30/05/94	CD-3	2.0 ha	--	--
#3353 - 22/08/94	CD-4	510 m^2 (5)	14.5 m	25 m
#3324 - 17/10/94	CD-5	7000 m^2	--	--
#3418 - 24/10/94	CD-6	1,858 m^2	--	--
#3426 - 16/10/95	CD-7	1.0 ha (except that bare land strata *lots* may be created in accordance with the provisions of an accompanying Development Permit	--	--
#3427 - 26/06/95	CD-8	2.0 ha	--	--
#3449 - 11/12/95	CD-9	2.0 ha	--	--
#3612 - 09/09/96	CD-10	2.0 ha	--	--
#3552 - 25/03/96	CD-11	2.0 ha	--	--
#3548 - 12//08/96	CD-12	217 m^2	7.9 m	21.1 m
#3055 - 27/05/96	CD-13	792 m^2	--	--
#3669 - 23/06/97	CD-14	900 m^2	--	--
#3682 - 28/07/97	CD-15	2.0 ha	--	--
#3696 - 06/07/98	CD-16	250 m^2	6.0 m	21.0 m
#3522 - 28/07/97	CD-17	2.0 ha	--	--
#4547 – 09/07/07	CD-18			
#3750 – 13/08/01	CD-19	2.0 ha		
#3769 - 06/07/98	CD-20	0.7 ha (1)		
#3769 - 06/07/98	CD-20	353 m^2 (2)	12 m (4)	
#3769 - 06/07/98	CD-20	245 m^2 (3)	12 m (4)	
#3770 - 27/07/98	CD-21	226 m^2 (5)		
#3770 - 27/07/98	CD-21	285 m^2 (6)		
#4058 – 12/08/02	CD-22	3716 m^2		
#3794 - 27/07/98	CD-23	1.0 ha	--	--
#3834 – 23/08/99	CD-24	3000 m^2		
#3807 - 21/12/98	CD-25	2000 m^2	--	--
#4439 – 06/02/06	CD-26	0.5 ha		
#3847 - 22/03/99	CD-27	1858 m^2	--	--
#3880 – 17/02/02	CD-28	0.7 ha		
#4335 – 27/06/05	CD-29	1.0 ha		

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
#4253 – 17/05/04	CD-30	1.0 ha		
#3939 – 03/12/01	CD-31	5000 m^2		
#3916 – 20/11/00	CD-32	230 m^2	6.0 m	18.0 m
#4691 – 20/04/09	CD-33	2.0 ha		
#4374 – 19/09/05	CD-34	1.7 ha		
#3941 – 11/12/00	CD-35	1858 m^2		
#3959 – 05/11/01	CD-36	3716 m^2		
#4108 – 11/08/03	CD-37	3716 m^2		
#4138 – 20/01/03	CD-38	see Sections 938A.8, 938B.8 and 938C.7		
#4303 – 25/07/05	CD-39			
#4144 – 01/03/04	CD-40	3716 m^2		
#4183 – 22/03/04	CD-41	1858 m^2		
#4179 – 03/22/04	CD-42	1672 m^2		
#4228 – 08/23/04	CD-43	3716 m^2		
#4398 – 03/27/06	CD-44	9000 m^2		
#4040 – 23/06/03	CD-45	1858 m^2		
#4041 – 06/23/03	CD-46	4047 m^2		
#4042 – 23/06/03	CD-47	4047 m^2		
#4043 – 06/23/03	CD-48	4047 m^2		
#4044 – 06/23/03	CD-49	5000 m^2		
#4045 – 23/06/03	CD-50	4047 m^2		
#4046 – 23/06/03	CD-51	4047 m^2		
#4016 – 04/03/02	CD-52	3716 m^2		
#4008 – 04/03/02	CD-53	225 m^2	9.0 m	
#4020 – 22/07/02	CD-54	250 m^2 - lots with lane access 324 m^2 - lots without lane access	9.75m (4) - lots with lane access 13.4m (4) - lots without lane access	25.6 m – lots with lane access 24.2 m – lots without lane access
#4086 – 03/06/06	CD-55	In accordance with Section 955.2		
#4102 – 17/06/02	CD-56	375 m^2	13.4 m	
#4110 – 16/08/04	CD-57	4047 m^2		
#4180 – 27/06/05	CD-58	3716 m^2		
#4327 – 21/02/05	CD-59	735 m^2		
#4458 – 23/07/07 #4695 – 27/10/08	CD-60	1837 m^2 for buildings containing ground floor commercial uses 4047 m^2 for apartment buildings.		
#4544 – 23/07/12	CD-61	1861 m^2		
#4589 – 03/03/08	CD-62	5000 m^2		
#4593 – 03/12/07	CD-63			
#4602 – 03/11/08	CD-64	6920 m^2		
#4597 – 23/03/09	CD-65	1.8 ha		
#4597 – 23/03/09	CD-66	1.6 ha		
#4595 – 20/07/09	CD-67	150 m^2		
#4608 – 07/04/08	CD-68	5000 m^2		
#4609 – 07/04/08	CD-69	1.8 ha		
#4610 – 07/04/08	CD-70	375 m^2	15.0 m	24.5 m
#4720 – 01/03/10	CD-72	5000 m^2		
#4647 – 16/05/09	CD-73	1000 m^2 371.6 m^2 ~~(single family)~~ (7)	12 m ~~(single family)~~ (7)	24 m ~~(single family)~~ (7)
#4667 – 31/01/11	CD-74	2000 m^2		
#4728 – 21/06/10	CD-75	0.5 ha		
#4735 – 23/07/12	CD-76	2000 m^2		
#4757 – 11/01/10	CD-77	1600 m^2		
#4776 – 21/06/10	CD-78	2.0 ha		
#4815 – 19/07/10	CD-79	5000 m^2		
#4821 – 23/07/18	CD-80	1000 m^2		
#4823 – 16/01/12	CD-81	7500 m^2		
#4853 – 11/06/12	CD-83	2.0 ha		

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
#4854 – 11/07/11	CD-84	4000 m^2		
#4961 – 09/06/14	CD-85	In accordance with Section 985.8		
#4876 – 08/09/14	CD-86	1765 m^2	27.45 m	30.5 m
#4878 – 07/11/11	CD-87	9000 m^2		
#4880 – 05/05/14	CD-88	In accordance with Section 988.9		
#4768 – 03/10/11	CD-89	1000 m^2		
#5167 – 25/04/16	CD-90	3.5 ha		
#4976 – 12/02/13	CD-91	In accordance with Section 991.8		
#4984 – 12/16/13	CD-92	1.2 ha		
#4999 – 05/05/14	CD-93	In accordance with Section 993.8		
#5002 – 30/09/13	CD-94	1.8 ha		
#5027 – 17/09/18	CD-95	1.0 ha		
#5027 – 17/09/18	CD-96	4,047 m^2		
#5031 – 21/07/14	CD-97	1.8 ha		
#5067 – 13/04/15	CD-98	3500 m^2		
#5049 – 25/07/16	CD-99	In accordance with Section 999		
#5064 – 28/04/14	CD-100	2200 m^2		
#5079 – 08/12/14	CD-101	1.2 ha		
#5087 – 27/10/14	CD-102	0.68 ha		
#5089 - 24.07.17	CD-103	1.68 ha		
#5311 – 11/06/18	CD-104	2800 m^2		
#5093 – 11/05/15	CD-105	0.44 ha		
#5762 – 25/07/22	CD-106	7500 m^2		
#5138 - 10/07/17	CD-107	In accordance with Section 1007		
#5268 – 07/05/18	CD-108	0.5 ha		
#5198 – 12/09/16	CD-109	In accordance with Section 1009		
#5203 – 12/09/16	CD-110	In accordance with Section 1010		
#5212 – 25/07/16	CD-111	1858 m^2		
#5235 – 17/10/16	CD-112	3716 m^2		
#5241 – 17/10/16	CD-113	1858 m^2		
#5275 – 11/06/18	CD-114	0.6 ha		
#5281 – 04/11/19	CD-115	In accordance with Section 1015		
#5326 – 07/05/18	CD-117	4500 m^2		
#5349 – 15/04/19	CD-119	2.8 ha		
#5353 – 04/01/19	CD-120	1.9 ha		
#5415 – 16/12/19	CD-121	5500 m^2		
#5375 – 01/10/18	CD-122	7200 m^2		
#5384 – 01/10/18	CD-123	4.0 ha		
#5381 – 10/12/18	CD-124	In accordance with Section 1024.8		
#5387 – 23/03/20	CD-125	0.7 ha		
#5399 – 22/07/19	CD-126	In accordance with Section 1026.9		
#5407 – 15/04/19	CD-127	In accordance with Section 1027		
#5408 – 22/07/19	CD-128	6800 m^2		
#5395 – 07/12/20	CD-129	In accordance with Section 1029.9		
#5418 – 18/11/19	CD-130	In accordance with Section 1030		
#5422 – 22/07/19	CD-131	0.4 ha		
#5427 – 22/02/21	CD-132	0.4 ha		
#5430 – 13/01/20	CD-133	In accordance with Section 1033		
#5453 – 08/03/21	CD-134	6000 m^2		
#5446 – 26/07/21	CD-135	4047 m^2		
#5436 – 28/06/21	CD-137	0.42 ha		
#5485 – 02/12/19	CD-138	1858 m^2		
#5499 – 05/10/20	CD-139	6000 m^2		
#5529 – 23/11/20	CD-140	3000 m^2		
#5548 – 28/02/22	CD-141	1000 m^2		
#5583 – 22/02/21	CD-143	0.6 ha		
#5587 – 22/11/21	CD-144	2500 m^2		
#5590 – 25/07/22	CD-145	2500 m^2		

	ZONE	MINIMUM LOT AREA	MINIMUM FRONTAGE	MINIMUM LOT DEPTH
#5600 – 28/03/22	CD-146	0.4 ha		
#5617 – 26/07/21	CD-148	16 000 m^2		
#5604 – 11/03/24	CD-149	3000 m^2		
#5661 – 12/07/21	CD-155	0.9 ha		
#5674 – 30/05/22	CD-156	1.3 ha		
#5703 – 09/05/22	CD-159	4.0 ha		
#5711 – 25/07/22	CD-160	0.65 ha		
#5949 – 29/01/24	CD-161	3500 m^2		
#5726 – 26/07/21	CD-162	4500 m^2		
#5737 – 25/07/22	CD-165	4500 m^2		
#5756 – 09/05/22	CD-168	6000 m^2		
#5776 – 09/25/23	CD-170	0.75 ha		
#5832 – 09/25/23	CD-174	5000 m^2		
#5833 – 12/02/24	CD-175	3500 m^2		
#5864 – 26/02/24	CD-181	1.4 ha		
#5928 – 29/01/24	CD-192	0.1 ha		
#5862 – 29/01/24	CD-193	0.3 ha		
#5942 – 29/01/24	CD-196	0.3 ha		

(1) Townhouse Developments (Deleted #3861 – 28/06/99)
(2) Single Family Lots abutting an R-1D Zone
(3) Single Family Lots not abutting an R-1D Zone
(4) Except where located on a radius or bulb where a minimum 6.0 metre frontage is required.
(5) For Bare Land Strata Lots not abutting an RU-10 Zone
(6) For Bare Land Strata Lots abutting an RU-10 Zone
~~(6)~~(7) For single family or *small-scale multi-unit housing developments*

10% Area Relaxation in R-1E Zone

110.2 Notwithstanding the requirements of Section 110.1, where a *lot* is being subdivided in Residential Zone R-1E and one of the *lots* being created does not contain the minimum area required by Section 110.1, the *subdivision* may be considered for approval, provided that:

1) the *lot* to be created without the required minimum area contains at least 90% of the minimum *lot* area required by Section 110.1 and;
2) the *lot* to be created without the required minimum area is within 100 metres of any existing *lot* or *lots* which have a smaller area than that of the *lot* to be created; and
3) where *lots* are being created consistent with the established *subdivision* pattern, the 10% area reduction referred to in subsection 1) may be shared proportionately among the *lots* in the subdivision. Subsection 110.2 2) however continues to be applicable in such an instance.

Community Utility Minimum Lot Size

110.3 The requirements of Section 110.1 shall not apply where a *lot* being created is to be used solely for the unattended equipment necessary for the operation of a public or quasi-*public utility* or service system.

Public Reserve Minimum Lot Size

#3782 27/07/98 110.4 Notwithstanding the requirements of Section 110.1, there shall be no minimum *lot area* or *lot* dimensions requirement where property is being acquired solely for the purpose of providing additional public park, public road, conservation area and/or public school sites, where the proposed *subdivision* does not result in an increase

in the number of land title *lots* with the exception of the subject parcel.

Consolidation Minimum Lot Size

#3251 12/07/93
110.5 Where *lots* are being created by a *subdivision* through consolidation or a *lot* line adjustment the *subdivision* may be considered for approval notwithstanding that the *lots* proposed to be created have less than the prescribed minimums in Section 110.1.

High Pressure Oil or Gas Pipeline Right-of-Way Minimum Lot Size

110.6 Notwithstanding the requirements of Section 110.1, where a high pressure gas or oil transmission pipeline right-of-way is located on a parcel, the minimum *lot area* requirement in any zone permitting *lot* sizes less than 930 m^2 shall be exclusive of the area of the right-of-way.

Community Care Facility Zones P-2

#2775 23/10/89 #2982 28/06/93 #4477 03/04/06 #4645 16/05/09 #4729 06/07/09 #5392 10/12/18 #5400 10/06/19
110.7
1) The minimum *lot area* in a P-2A and P-2C zone shall be 8094 m^2.
2) The minimum *lot area* in a P-2G zone shall be 3716 m^2.
3) The minimum *lot area* in a P-2B, P-2D, P-2E, P-2F, P-2H, P-2I and P-2J zone shall be 1.7 ha.
4) The minimum *lot area* in a P-2K zone shall be 464.5 m^2.
5) The minimum *lot area* in a P-2L zone shall be 3716 m^2.
6) The minimum *lot area* in a P-2M zone shall be 1400 m^2.
7) The minimum *lot area* in a P-2N zone shall be 789 m^2.
8) The minimum *lot area* in a P-2O zone shall be 0.5 ha.
9) The minimum *lot area* in a P-2Q zone shall be 930 m^2.
10) The minimum *lot* area in a P-2R zone shall be 0.11 ha

Homesite Severance Subdivisions

#3782 27/07/98
110.8 Notwithstanding the requirements of Section 110.1, the Township's Approving Officer may approve an application for a homesite severance *subdivision* for lands within the Agricultural Land Reserve (subject to Land Commission approval) at a *lot* size less than the zoning bylaw minimum subject to the remnant *lot* size resulting from the *subdivision* being not less than 2 ha in size.

Subdivision of Lots Split by Provincial Highways

#3782 27/07/98
110.9 Notwithstanding the requirements of Section 110.1, the existing site area and dimensions of a *lot* split into two (2) sites by a Provincial Highway are deemed as conforming to the zoning bylaw for *subdivision* purposes, subject to compliance with all other provisions of the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

111 - LANDSCAPING, SCREENING AND FENCING

111.1 For the purpose of this section the following definitions shall apply:

1) **"Landscaping Area"** means a decorative planting area containing any combination of trees, bushes, shrubs, plants, flowers, bark mulch, decorative boulders, decorative paving, planters, fountains, sculptures, ornamental fences, and the like, planted and maintained to enhance and embellish the appearance of a property in accordance with the specifications and locations described in Section 111.3. Excludes paved parking areas and sidewalks, uncleared natural bush, undergrowth, or uncontrolled weed growth.

2) **"Landscaping Screen"** means a continuous opaque 1.5 m high (at the time of planting) thick hedge or hardy shrubs or evergreen trees planted and maintained in a healthy growing condition and in a neat and orderly appearance to effectively screen the site in accordance with the specifications and locations described in Section 111.3.

111.2 Except as specifically provided for in Section 111.3, where a *lot* containing a *building* is located in an 'RM' Multiple Family Residential zone, a 'C' Commercial zone, an 'M' Industrial zone or a 'P' Institutional zone, all portions of the *lot* not occupied by a *building* or *structure* or used for off-street parking, loading, permitted accessory open storage or pedestrian circulation, shall be planted and maintained as lawn or otherwise suitably landscaped.

#4683 03/11/08 111.3 A 'Landscaping Area' and a 'Landscaping Screen' shall be provided and maintained in accordance with Section 111.1 as follows:

a) Landscaping in Comprehensive Development CD Zones shall be provided in compliance with a Development Permit.

#5248 10/04/17 b) Where site conditions demand, an equivalent Landscape Screen and Landscape Area may be provided to the acceptance of the Manager of Green Infrastructure Services.

ZONES

Location of Required Landscaping Area and/or Landscaping Screen	"RM" Multiple *Family* Residential		"C" Commercial (4)		"M" Industrial		"P" Institutional		"RU" Rural (8) & (12)		"RU" Rural and "SR" Suburban Residential (9)	
	Landscaping area	screen	Landscaping area	screen	Landscaping area	screen	Landscaping area	screen	Landscaping area	screen	Landscaping area	screen
Along a *front lot line* and a side *lot* line abutting a FLANKING street	2.0 m In depth (1)	--	2.0 m in depth (1) (2)	--	5.0 m in depth (1)	--	2.0 m in depth (1)	--	2.0 m in depth (5)	--	5.0 m in depth (10)	--
Along a REAR *lot* and an INTERIOR SIDE *lot* line (to within 3.0 metres of the front *lot* line) (13)	2.0 m in depth and 1.5 m in height (1)		2.0 m in depth and 1.5 m in height (1)		3.0 m in depth and 1.5 m in height (1)		2.0 m in depth and 1.5 m in height (1)		1.5 m in height (6)		1.5 m in height (11)	
Around a permitted unenclosed outside storage use	2.0 m in depth and 1.5 m in height (1)		2.0 m in depth and 1.5 m in height (1)		3.0 m in depth and 1.5 m in height (1)		2.0 m in depth and 1.5 m in height (1)		1.5 m in height (7)			

#2651 24/10/88 (1) landscape areas shall contain a combination of evergreen and fruit bearing plantings

(2) shall not apply to a 'C-2' Community Commercial zone

#2845 25/06/90 (3) excluding a 'P-4', 'P-5' and 'P-6' zone

#2887 22/11/93 (4) including an 'FH-1' zone

#3359 13/06/94 (5) for that portion of a golf course, pitch and putt facility or driving range where the front or flanking *lot line* abuts a clubho*use* or parking area

(6) for a driving range abutting an RU, SR, R, RM, MH-1 or P zone

(7) for a golf course, driving range or pitch and putt facility
(8) for a golf course, pitch and putt facility and driving range only
(9) for *commercial greenhouses* only
(10) for that portion of a *lot* containing a commercial *greenhouse* where the *front lot line* or *side lot line* abutting a flanking street abuts the *commercial greenhouse*
(11) along that portion of a *rear* or interior *side lot line* where the off-*street* loading area of a commercial *greenhouse* abuts other than an 'RU' or 'M' Zone
(12) in an RU-12 zone, a 7.5 metre (in depth) Landscaping Area shall be provided along a *front lot line* and a *side lot line* abutting a *flanking street*.
#5490 30/09/19 (13) not applicable adjacent to portions of buildings and structures sited in accordance with siting provisions of a zone which would otherwise conflict with the required Landscaping Area of Landscaping Screen

Parking Lot Landscaping

#4683 03/11/08 #4859 30/05/11 111.4 In 'C', 'M', 'P' and 'CD' zones containing *commercial*, industrial, or institutional *uses*, parking lot 'landscaping areas' shall be provided in accordance with the following:

1) One (1) tree per six (6) parking stalls to be located in a minimum of 10 cubic meters of growing medium (deep root soil cells, planting beds, or the equivalent of 40 cubic metres of structural soil) so that the tree will be sustained into maturity. Two adjoining rows of parking stalls (front to front) will require a minimum of one (1) tree per bank of 12 parking stalls spaced no more than 18 meters between trees. A minimum grid placement of 18 meters on center should be attained for trees placed in parking areas.
2) In addition to the foregoing, the end of each row of parking stalls shall have a tree and a 'landscaping area' with a minimum width of 2 metres between the end parking stall and the adjacent drive aisle; and where a single row of parking stalls is provided, a 'landscaping area' with a minimum width of 2 metres is required between the row of parking stalls and the adjacent drive aisle so as to allow access from one side only (except where a pedestrian walkway is provided).
3) Trees within parking areas should be of a type and height (at least 8 feet) so that the clearance to the underside of the tree extends above the height of standard types of *vehicles* that do not require clearance lights.Deciduous shade trees should be a minimum of 6 cm caliper with a 1.8 meter clear stem at time of planting. Tree stems must be protected on all sides with a minimum of 1 meter of clearance to the front face of an adjacent barrier curb or other protection from vehicle overhangs.
4) ındcovers should be planted around the base of all trees.

Age-Friendly Amenity Area

#4359 29/08/05 #4567 07/05/07 #5109 14/09/15 #5248 10/04/17 #5913 23/10/23 111.5 1) Each development that includes *townhouse, manorhouse, apartment* or *senior's housing dwelling units,* or a combination thereof, with more than four (4) *dwelling units*, shall provide an *age-friendly amenity area(s)* in accordance with the following:

a) a minimum of 6 m^2 per *dwelling unit* for the first 186 *dwelling units;*
b) a minimum of 4 m^2 per *dwelling unit* for those beyond the first 186 *dwelling units*;
c) a minimum of one (1) *age-friendly amenity area* per *seniors' housing* development, which need not include children's play components.

2) In addition to the per *dwelling unit* requirements in Section 111.5 1), each *age-friendly amenity area* shall:

a) be a minimum contiguous size of 70 m^2;

b) not be located within required *lot line* setbacks;
c) have a width no less than one quarter of the length;
d) be designed such that no dimension is less than 6.0 metres and no slope is greater than 5%
e) be accessible to residents and tenants of all *dwelling units* that are used to calculate the minimum size of an *age-friendly amenity area(s)* as per Section 111.5 1) and 111.5 4) for the life of the development, including where the development is or will be comprised of more than one *lot* and/or strata corporation; and
f) be designed to a standard acceptable to the Township.

3) Up to 1.5 m^2 per *dwelling unit* of *age-friendly amenity area(s)* provided may be used for *group children's daycare*.
4) Cash may be provided in lieu a portion of the *age-friendly amenity area(s)* required by Section 111.5 1) where *age-friendly amenity area(s)* comprise a minimum of:
   a) 3 m^2 per *dwelling unit* for the first 186 *dwelling units*; and
   b) 2 m^2 per *dwelling unit* for those beyond the first 186 *dwelling units*.
5) Where cash is provided in lieu of a portion of *age-friendly amenity area(s)*, the area for which cash is paid in lieu shall be determined by subtracting the area provided from the area required as per Section 111.5 1), but in no case shall actual *age-friendly amenity area(s)* be less than as determined by Section 111.5 4), and the cash shall be provided in the amount of $2000 per m^2.
6) A maximum of 50% of the required *age-friendly amenity area* can be provided indoors.

Fencing

#2539 11/04/88
#1663 09/01/89
#3782 27/07/98
#4859 30/05/11

111.6 In an 'R', 'SR' (except for an *agricultural use*), 'RM', 'MH', 'CRE' or residential 'CD' zone, fences or walls or a combination thereof shall not exceed a *height* of:

1) 1 metre on any portion of a *lot* within the front yard setback requirements of this Bylaw
2) 1 metre within the triangular area created by a line joining 2 points 7.5 metres from the front of the *lot* of each *lot line* abutting an intersection except as provided otherwise in the Highway and Traffic Bylaw 2010 No. 4758 as amended; and
3) 2 metres on any other portion of a lot.

Barbed Wire

111.7 Barbed wire shall not be permitted except:

a) in an 'RU' Rural or 'SR' Suburban Residential zone; and
b) in an 'M' Industrial, 'C' Commercial or 'P' Institutional zone where the barbed wire is located on a fence or wall above a *height* of 2 metres.

112 - TEMPORARY USES

#5419
03/12/18

112.1 The designated areas where temporary uses may be allowed by a temporary use permit issued pursuant to the Local Government Act are all lands within the boundaries of the Township of Langley that are not located within the Agricultural Land Reserve.

SECTION 300 - SUBURBAN RESIDENTIAL ZONES

301 SUBURBAN RESIDENTIAL ZONE SR-1

Uses Permitted

#2845 25/06/90 #4224 25/08/03 5109 14/09/15

301.1 In the SR-1 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) accessory parking of *commercial vehicles* subject to Section 108
4) *agricultural uses*
5) *commercial greenhouses* subject to Section 301.9
6) *mobile homes* as temporary accessory dwellings subject to Section 301.3
7) *residential uses* subject to Section 301.2
8) golf course *use* on that portion of Parcel "B" (Reference Plan 6282) of District Lot 312 Group 2 NWD as shown in Section 301.11

Residential Uses

301.2 Subject to the provisions of the Agricultural Land Commission Act where applicable, ~~N~~no more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:

1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Temporary Mobile Homes

#2810 15/01/90 #3010 15/04/91 #3782 27/07/98 #4512 10/07/06 #4859 30/05/11

301.3 No more than one *mobile home as a temporary accessory dwelling* is permitted on any one *lot* subject to the following conditions:

a) That the principal dwelling is occupied by the owner of the property;
b) That the *mobile home* is occupied by:
   i) an employee of the owner where such property is operated as a bona fide *farm*; or
   ii) the Father, Mother, Son, Daughter, Grandfather, Grandmother, Grandson, Granddaughter, Brother or Sister, of the Owner of the property;
c) That the property is located in the Agricultural Land Reserve and is 8,094 m^2 or greater in area except where for medical reasons the additional *dwelling unit* is necessary. Exceptions on medical grounds must be approved by Council, and only:
   i) Where a letter from a Medical Practitioner certifies that the additional *dwelling unit* is essential to care for the owner or a member of the immediate *family*; and
   ii) The Municipality has petitioned the immediate surrounding property owners for approval of this *use*; and
   iii) That a restrictive covenant be registered on the title of the *lot* by the owner (in favour of the Township of Langley) stating that the *lot* cannot be subdivided until such time as the temporary *mobile home* has been removed and that the *mobile home* cannot be used for any other purpose other than an accessory temporary residence on medical grounds.
d) That the *use* be permitted for a period of one (1) year only, but may be renewed on a yearly basis, subject to compliance with the conditions of the original

permit, and by Bylaws of the Municipality;

e) That when the conditions under which such temporary *use* was permitted cease to exist, the *mobile home* shall be removed within 90 days; and

f) That any additions to the *mobile home* unit be limited to 24 m^2 in area; and

g) Notwithstanding subsection 301.3, one *mobile home as a temporary accessory dwelling* is permitted on land not located in the Provincial Agricultural Land Reserve subject to the following:

i) the property being 2.02 ha (5 acres) in size or greater;
ii) the land is used for agricultural purposes;
iii) the principal dwelling is occupied by the owner of the property;
iv) the *mobile home* is occupied by an employee or *family* member in compliance with subsection 301.3 b); and
v) the land is not located over the Hopington Aquifer.

Lot Coverage

#4567 10/07/06 301.4

1) *Buildings* and *structures* shall not cover more than 33% of the *lot area.*
2) Except *accessory dwelling units, ~~A~~accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed a total of 135 m^2 of ground floor *building area*.

Siting of Buildings and Structures

#2845 25/06/90 #4859 30/05/11 #5109 14/09/15 301.5

1) Except as provided for in Sections 104.4, 105.1 2), 301.5 4) and 301.5 5), no principal *building* or *structure* shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 7.5 metres from a *rear lot line*;
   c) 3 metres from a *side lot line*; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
2) Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 1.5 metres from a *rear lot line* except:
      i. where the proposed *accessory building* or *structure* is equal to or greater than 80 m^2 the setback shall be 3 metres;
      ii. where a through *lot* fronts onto 2 (two) *streets* the setback shall be the same as for the front yard setback for the principal *building.*
   c) 1.5 metres from a *side lot line* except where the proposed *accessory building* or *structure* is equal to or greater than 80 m^2 the setback shall be 3 metres.; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
3) Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor area* less than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line;*
   b) 0.6 metres from a *rear lot line* except that where a *lot* fronts onto two (2) *streets* the setback shall be the same as for the front yard setback for the principal *building;*
   c) 0.6 metres from a *side lot line;* and
   d) 4.5 metres where the *side lot line* abuts a *flanking street.*
4) No *building* or *structure* used to shelter or house any animals or poultry shall be sited less than 15 metres from any property line.
5) A *commercial greenhouse* shall be sited not less than 30 metres from a front, rear or *side lot line*.

Height of Buildings and Structures

#2501 27/07/87 #3782 27/07/98 #4567 07/05/07

301.6 1) Except as provided for in Section 104.5 the *height* of *buildings* and *structures* shall not exceed 9 metres.

2) The *height* of *accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed 7.5 metres ~~or one and a half *storeys*, whichever is lesser~~.

Parking and Loading

301.7 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

301.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Requirements for Commercial Greenhouses

#2845 25/06/90

301.9 Prior to issuance of a *building* permit for a *commercial greenhouse*, the following shall be required:

a) a report from a recognized independent sound consultant certifying that noise from the proposed *commercial greenhouse* operation will not exceed levels permitted in the Noise Control Bylaw,

b) a storm water management plan in compliance with the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended, and

c) a water well test performed by a Professional Engineer to address the adequacy of the aquifer to supply the water required by the proposed *commercial greenhouse* operation and drawdown rates of wells on adjacent property.

Landscaping, Screening and Fencing

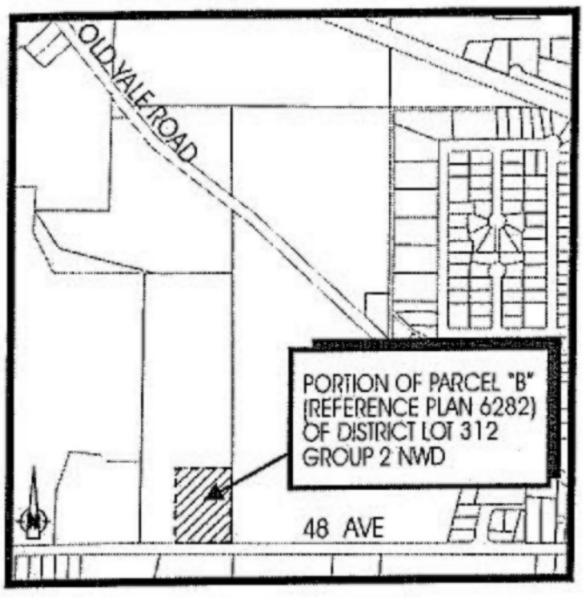
#2845 25/06/90

301.10 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

Golf Course Area Siting

#4224 25/08/03

301.11



Bylaw 2500

302 SUBURBAN RESIDENTIAL ZONE SR-2

Uses Permitted

302.1 In the SR-2 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) all *uses* permitted in the Suburban Residential Zone SR-1 except that *residential uses* are subject to Section 302.2.

Residential Uses

#2810 15/01/90 #3010 15/04/91 #2512 26/10/87

302.2

1) A *mobile home* permitted as a temporary accessory dwelling shall comply with Section 301.3 a) to f) inclusive, except that the property need not be located in the Agricultural Land Reserve.
2) ~~No more than o~~One (1) *single family dwelling* or *mobile home* is permitted on ~~any~~ one (1) *lot*~~.~~, plus one (1) *accessory dwelling unit* where
   a) the lot is located outside the *urban containment boundary, and*
   b) the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

#4567 07/05/07

302.3

1) *Buildings* and *structures* shall not cover more than 33% of the *lot area*.
2) *Accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed a total of 135 m^2 of ground floor *building area*.

Siting of Buildings and Structures

#2845 25/06/90 #4859 30/05/11 #5109 14/09/15

302.4

1) Except as provided for in Sections 104.4, 104.14, 105.1 2), 302.4 4), and 302.4 5), no principal *building* or *structure* shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 7.5 metres from a *rear lot line*;
   c) 3 metres from a *side lot line*; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
2) Except as provided for in Sections 104.4, 104.14, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor area* equal to or greater than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 1.5 metres from a rear lot line except:
      i. where the proposed *accessory building* or *structure* is equal to or greater than 80 m^2 the setback shall be 3 metres;
      ii. where a through *lot* fronts onto two (2) *streets* the setback shall be the same as for the front yard setback for the principal *building*.
   c) 1.5 metres from a *side lot line* except where the proposed *accessory building* or *structure* is equal to or greater than 80 m^2 the setback shall be 3 metres.; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
3) Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor area* less than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line;*
   b) 0.6 metres from a *rear lot line* except that where a *lot* fronts onto (2) two *streets* the setback shall be the same as for the front yard setback for the principal *building;*
   c) 0.6 metres from a *side lot line;* and
   d) 4.5 metres where the *side lot line* abuts a *flanking street.*

4) No *building* or *structure* used to shelter or house any animals or poultry shall be sited less than 15 metres from any property line.
5) A *commercial greenhouse* shall be sited not less than 30 metres from a *front, rear* or *side lot line*.

Height of Buildings and Structures

#2501 27/07/87 #3782 27/07/98 #4567 07/05/07

302.5 1) Except as provided for in Section 104.5 the *height* of *buildings* and *structures* shall not exceed 9 metres.
2) The *height* of *accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed 7.5 metres ~~or one and a half *storeys*, whichever is lesser~~.

Parking and Loading

302.6

Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

302.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

#2845 25/06/90

302.8 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

303 SUBURBAN RESIDENTIAL ZONE SR-3

Uses Permitted

#3010 15/04/91 #3795 21/06/99 #5109 14/09/15

303.1 In the SR-3 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 303.2 ~~within the Agriculture Land Reserve~~
4) *agricultural uses*, where the property with the *agricultural use* is located within the Agriculture Land Reserve
5) *hobby beekeeping* subject to Section 104.18

Residential Uses

303.2

1) Subject to the provisions of the Agricultural Land Commission Act where applicable, ~~N~~no more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:
   1) One (1) *small-scale multi-unit housing development*, or
   2) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

#4567 07/05/07 #4859 30/05/11

303.3

1) *Buildings* and *structures* shall not cover more than 33% of the *lot area*.
2) Except *accessory dwelling units*, ~~A~~a*ccessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed a total of 80 m^2 of ground floor *building area*.

Siting of Buildings and Structures

#4859 30/05/11

303.4

1) Except as provided for in Sections 104.4 and 105.1 2), no principal *building* or *structure* shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 7.5 metres from a *rear lot line*;
   c) 3 metres from a *side lot line*; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
2) Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line*;
   b) 1.5 metres from a *rear lot line* except that where a through *lot* fronts onto two (2)*streets* the setback shall be the same as for the front yard setback for the principal *building*;
   c) 1.5 metres from a *side lot line*; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street*.
3) Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor area* less than 6 m^2 shall be sited less than:
   a) 9.75 metres from a *front lot line;*
   b) 0.6 metres from a *rear lot line* except that where a *lot* fronts onto two (2) *streets* the setback shall be the same as for the front yard setback for the principal *building;*
   c) 0.6 metres from a *side lot line;* and

d) 4.5 metres where the *side lot line* abuts a *flanking street.*

Height of Buildings and Structures

#3782 27/07/98 #4339 01/11/04 #4567 07/05/07

303.5 Except as provided for in Section 104.5:

1) The *height* of principal *buildings and structures* shall not exceed 9 metres.
2) Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2 metres.

3) The *height* of *accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed 4.75 metres ~~or 1 *storey*~~.

Parking and Loading

303.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

303.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

#5168 16/01/17 304 **SUBURBAN RESIDENTIAL ZONE SR-3A**

Uses Permitted

304.1 In the SR-3A Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 304.2 #5490 30/09/19
4) *hobby beekeeping* subject to Section 104.18

Residential Uses

304.2 ~~No more than o~~One (1) *single family dwelling* is permitted on ~~any~~ one (1) *lot*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

304.3 1) *Buildings* and *structures* shall not cover more than 33% of the *lot area*.
2) *Accessory buildings* and *structures* shall not exceed a total of 80 m^2 of ground floor *building area*.

Siting of Buildings and Structures

304.4 1) Principal *buildings* and *structures* shall be sited in accordance with Section 303.4 1).
2) Accessory *buildings* and *structures* shall be sited in accordance with Sections 303.4 2) and 303.4 3).

Height of Buildings and Structures

304.5 The *height* of principal and *accessory buildings and structures* shall be in accordance with Section 303.5.

Parking and Loading

304.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

304.7 1) All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.
2) Notwithstanding Section 304.7, any fee simple *lot* in existence as of April 28, 2014 shall not be subdivided to create more than two (2) *lots*.

SECTION 400 - RESIDENTIAL ZONES

401 RESIDENTIAL ZONE R-1A

Uses Permitted

#5019 28/10/13 401.1 In the R-1A Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 401.2.
4) *accessory* detached garage

Residential Uses

401.2 No more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*:~~.~~

1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Definitions

#5019 28/10/13 401.3 For the purposes of Section 401 the following definitions shall apply:

1) front loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *street* abutting the front or flanking *lot line.*
2) rear loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *lane* abutting the *rear* or *side lot line.*
3) an *accessory* detached garage means a *building* or *structure* (*accessory* to a *residential use*) ~~used to store a minimum of two (2) motor *vehicles* provided in accordance with sub-section 401.7.~~ containing at least two (2) parking spaces in accordance with Section 107.

Lot Coverage

#3585 24/06/96 #4567 07/05/07 401.4

1) ~~Except as provided for in subsections 401.4 2) and 401.4 3)~~ *bB*uildings and *structures* shall not cover more than ~~25~~ 35% of the *lot area*.
2) ~~*Lot coverage* may be increased to 35% where the *gross floor area* of a *single family dwelling* is less than 280 m^2 (including all attached and detached garages and carports, and including *basements* where the surface of the first floor is more than 0.8 metres above the average grade at any *building* elevation facing a *street*).~~
   Lot coverage may be increased to 45% where *buildings* include *infill housing*.
3) ~~*Lot coverage* may be increased to 35% w~~Where the *gross floor area* of a *single family dwelling* is 280 m^2 or greater (including all attached and detached garages and carports, but excluding *basements* where permitted)~~, provided that:~~
   a) the maximum *height* of the dwelling ~~does~~ must not exceed two *storey*s plus ~~an in-ground~~ a *basement* where permitted; and
   b) ~~the primary *cooking facility*, living room and dining areas are located on the first *storey*, and except for a single *storey building*, the majority of the bedrooms are located on the second *storey*; and~~
   c) the *gross floor area* of the second *storey* ~~does~~ must not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages and carports); and
   d) ~~the facade of the second *storey* is set back a minimum of 1.2 metres from~~

~~both the front and at least one (1) side wall of the first *storey*; and~~

e) the surface of the first floor ~~is not~~ must not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the lot ~~if~~ is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages and carports) facing a *street* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.

4) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*
Four (4)	80% of the *gross floor area* of the first *storey*

#4859 30/05/11 #5019 28/10/13

401.5 **Siting of Buildings and Structures**

Except as provided for in Sections 104.4, 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Front Loaded *Lot*** ~~**(Attached Garage)**~~

Buildings and Structures	~~**Minimum**~~ ***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior ~~and~~ or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m (3) (8) Maximum 7.5 m (3) (8)	~~6.0 m~~ 3.0 m	1.2 m (3)	3.0 m (3)
Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 6.0 m (2)	1.5 m (9) (10)	~~1.5 m~~ 1.2 m (3) (9)	4.5 m (3)

2) **Rear Loaded *Lot*** ~~**(Attached Garage)**~~

Buildings* and *Structures	~~**Minimum**~~ ***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior ~~and~~ or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (3) ~~(7)~~ (8)	~~6.0 m~~ 1.0 m ~~(1)~~	~~Interior~~ 1.2 m ~~*Lane* 1.5 m~~ ~~(1)~~ (3) ~~(7)~~	2.5 m (3) (7) (8)
Accessory detached garage or *coach house*	N/A (2)	0.6 m	Interior-0.9 m *Lane* or local *street*-1.2 m (3) (5) (6) (8)	4.5 m (3)

Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (2)	1.5 m (9)	~~1.5 m~~ 1.2 m (3) (9)	4.5 m (3)

3) ~~**Rear Loaded *Lot* (Detached Garage)**~~

~~***Buildings* and *Structures***~~	~~**Minimum *Front lot line* Setback**~~	~~**Minimum *Rear lot line* Setback**~~	~~**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**~~	~~**Minimum *Side lot line* Setback (Abutting a *Street*)**~~
~~*Principal building*~~	~~2.5 m (3) (7) (8)~~	~~13.0 m (4) (average)~~	~~Interior 1.2 m *Lane* 1.5 m (3) (7)~~	~~2.5 m (3) (7) (8)~~
~~*Accessory* Detached Garage~~	~~N/A (2)~~	~~0.6 m (4)~~	~~Interior 0.9 m *Lane* 1.5 m (3) (4) (5) (6)~~	~~4.5 m (3)~~
~~*Accessory Building or Structure*~~	~~N/A (2)~~	~~1.5 m (9)~~	~~1.5 m (3) (9)~~	~~4.5 m (3)~~

(1) ~~For a rear loaded *lot* with an attached garage, the garage door shall be sited a minimum of 7 metres from the property line.~~

(2) *Accessory buildings* and *structures*, including *accessory dwelling units* and *accessory* detached garages, are not permitted within the front yard.

(3) Notwithstanding Sections 104.4 4) and 111.6 2), on *corner lot*, no part of any *building, structure* or fence greater than 1 metre in *height* shall project into the triangular area created by a line joining two (2) points:
a) 6 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(4) ~~The distance between the *principal building* and detached garage shall be a minimum of 6 metres (except for a 1 m^2 landing and associated stairs, uncovered porches, patios and decks have a maximum *height* of 0.6 metres above grade, and as provided for in Section 104.4).~~

(5) On abutting *lots*, the minimum interior *side lot line* setback for an *accessory* detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(6) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.45 m from the interior *side lot line*.

(7) ~~The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire front and flanking façade of the first *storey*. For the purpose of measuring this setback, structural supports of the first *storey*, covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* façade.~~

(8) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

(9) A minimum *rear lot line* and *side lot line* setback of 0.6m is permitted for an *accessory building* or *structure* with a *gross floor area* less than 6.0 m^2.

(10) ~~Notwithstanding~~ Section 401.5~~(2) footnote 9~~ notwithstanding, where a *lot* fronts onto two (2) parallel *streets* the *rear lot line* setback shall be the same as ~~for~~ the *front* ~~*yard*~~

lot line setback ~~for the principal *building*~~.

Height of Buildings and Structures

#3088 06/01/92 #3782 27/07/98 #4339 01/11/04 #4567 07/05/07

401.6 Except as provided for in Section 104.5

1) The *height* of *buildings* and *structures* shall not exceed the following:
~~The *height* of principal *buildings* and *structures* shall not exceed 9 metres.~~
~~The *height* of *accessory buildings* and *structures* shall not exceed 3.75 m or one *storey*, whichever is lesser.~~

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

2) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, shall be a maximum of 2 metres.

Parking and Loading

#5019 28/10/13

401.7 Parking and loading shall be provided in accordance with Section 107, and ~~except as follows~~:

~~***Buildings* and *Structures***~~	~~**Minimum *Front lot line* Setback**~~
~~Front Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 2 side by side outdoor spaces on the front driveway.~~ ~~(2) (3) (4)~~
~~Rear Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space.~~ ~~(1) (2) (3) (4)~~
~~Rear Loaded *Lot* (detached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space.~~ ~~(1) (2) (3) (4)~~

(1) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two (2) points measured at 2.5 metres from the projected *lot line* abutting a *street* and/or a *lane.*

(2) ~~Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide.~~

(3) ~~The two (2) required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.~~
Driveway locations shall be co-ordinated to maximize on-street parking and street tree siting in accordance with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

(4) ~~The required o~~Outdoor parking spaces may extend into a municipal *street* dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded).

(5) On rear loaded *lots*, all parking spaces shall be located in the rear yard with access from a *lane* and no parking spaces shall directly access a *highway* other than a *lane*.

Subdivision Requirements

#5019 28/10/13 401.8 All *lots* created by *subdivision* shall comply with the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following.

	Front Loaded Lot	**Rear Loaded Lot**
Minimum *Lot Area*	371.6 m^2	371.6 m^2
Minimum *Lot Frontage*	12 m	12 m
Minimum *Lot Depth*	25 m	28 m

Landscaping, Screening and Fencing

401.9 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

402 RESIDENTIAL ZONES R-1B, R-1C, R-1D and R-1E

Uses Permitted

#5109 14/09/15 402.1 In the R-1B, R-1C, R-1D and R-1E Zones only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 402.2.
4) *hobby beekeeping* in R-1D and R-1E zones, subject to Section 104.18

Residential Uses

402.2 Subject to the provisions of the Agricultural Land Commission Act where applicable, ~~N~~no more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:

1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

#3585 24/06/96 #4567 07/05/07 402.3

1) ~~Except as provided for in subsections 402.3 2) and 402.3 3) *b*~~*B*~~*uildings*~~ and *structures* ~~constructed after the date of adoption of this bylaw~~ shall not cover more than ~~25%~~ 35% of the *lot area*.
2) ~~*Lot Coverage* may be increased to 35% where the *gross floor area* of a *single family dwelling* is less than 280 m^2 (including all attached and detached garages and carports, and including *basement*s where the surface of the first floor is more than 0.8 metres above the average grade at any *building* elevation facing a *street*).~~
   Lot coverage may be increased to 45% where *buildings* include *infill housing*.
3) ~~*Lot Coverage* may be increased to 35% w~~Where the *gross floor area* of a *single family dwelling* is 280 m^2 or greater (including all attached and detached garages and carports, but excluding *basement*s where permitted)~~,~~ ~~provided that:~~
   a) the maximum *height* of the dwelling ~~does~~ must not exceed two *storey*s plus a~~n in-ground~~ *basement* where permitted; and
   b) ~~the primary *cooking facility*, living room and dining areas are located on the first *storey*, and except for a single *storey building*, the majority of the bedrooms are located on the second *storey*; and~~
   c) the *gross floor area* of the second *storey* ~~does~~ must not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages and carports); and
   d) ~~the facade of the second *storey* is set back a minimum of 1.2 metres from both the front and at least one side wall of the first *storey*; and~~
   e) the surface of the first floor ~~is not~~ must not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the lot if 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages and carports) facing a *street* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
4) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***

One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*
5) Four (4)	80% of the *gross floor area* of the first *storey*

Siting of Buildings and Structures

#4859 30/05/11 402.4 ~~**Siting of Buildings and Structures**~~

Except as provided for in Sections 104.4, 104.15 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) On a *lot* to which vehicular access is provided directly from a *street* abutting the front *lot line*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m Maximum 7.5 m	3.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2	Minimum 6.0 m	1.5 m (1)	1.2 m	4.5 m
Accessory building or *structure* with a *gross floor area* less than 6 m^2	Minimum 7.5 m	0.6 m (1)	0.6 m	4.5 m

2) On a *lot* to which vehicular access is provided directly from a rear *lane*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 3.5 m	1.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure* with a *gross floor* area equal to	Minimum 3.5 m	1.5 m (1)	1.2 m	4.5 m

or greater than 6 m^2				
Accessory building or *structure* with a *gross floor area* less than 6 m^2	Minimum 7.5 m	0.6 m (1)	0.6 m	4.5 m

(1) Where a *lot* fronts onto two (2) parallel *streets* besides a *lane*, the *rear lot line* setback shall be the same as the *front lot line* setback.

1) ~~Except as provided for in Sections 104.4, 105.1 2), no principal *building* or *structure* shall be sited less than:~~
   a) ~~7.5 metres from a *front lot line*;~~
   b) ~~7.5 metres from a *rear lot line*;~~
   c) ~~1.5 metres from a *side lot line*; and~~
   d) ~~4.5 metres where the *side lot line* abuts a *flanking street*.~~
2) ~~Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2 shall be sited less than:~~
   a) ~~7.5 metres from a *front lot line*;~~
   b) ~~1.5 metres from a *rear lot line* except that where a through *lot* fronts onto 2 *streets* the setback shall be the same as for the *front yard* setback for the principal *building*;~~
   c) ~~1.5 metres from a *side lot line*; and~~
   d) ~~4.5 metres where the *side lot line* abuts a *flanking street*.~~
3) ~~Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* with a *gross floor area* less than 6 m^2 shall be sited less than:~~
   a) ~~7.5 metres from a *front lot line;*~~
   b) ~~0.6 metres from a *rear lot line* except that where a *lot* fronts onto two (2) *streets* the setback shall be the same as for the *front* yard setback for the principal *building;*~~
   c) ~~0.6 metres from a *side lot line;* and~~
   d) ~~4.5 metres where the *side lot line* abuts a *flanking street.*~~

Height of Buildings and Structures

#3088 06/01/92 #3782 27/07/98 #4339 01/11/04 #4567 07/05/07

402.5 Except as provided for in Section 104.5, the *height* of *buildings* and *structures* shall not exceed the following:

1) ~~The *height* of principal *buildings* and *structures* shall not exceed 9 metres.~~
2) ~~The *height* of *accessory buildings* and *structures* shall not exceed 3.75 m or one *storey*, whichever is lesser.~~
3) ~~Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, shall be a maximum of 2 metres.~~

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 7.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

Parking and Loading

402.6 Parking and loading shall be provided in accordance with Section 107, and.

1) On rear loaded *lots*, all parking spaces shall be located in the rear yard with access from a *lane* and no parking spaces shall directly access a *highway* other than a *lane*.

Subdivision Requirements

402.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

402.8 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

#4113 18/11/02 403 **RESIDENTIAL COMPACT LOT ZONE R-CL**

Uses Permitted

403.1 In the R-CL Zone only the following *uses* are permitted and all other *uses* are prohibited:
1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 403.2.

Residential Uses

403.2 No more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:
1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

~~**Lot Coverage**~~**Density**

403.3 In the R-CL Zone the maximum gross *lot* density shall not:
1) exceed 24.7 units per hectare (10 units per acre); except
   a) This density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot; and
   ~~a)~~b ~~i~~In the Southwest Gordon, Routley and Yorkson Neighbourhood Plan areas of Willoughby where the maximum gross density shall be in accordance with the Willoughby Community Plan.

#4567 07/05/07 403.4 ~~**Maximum**~~ **Lot Coverage**

~~*Buildings and structures* shall not:~~
1) For *lot areas* less than 372 m^2:
   a) *Buildings and structures* shall not cover more than 55% of the *lot area*; ~~nor~~
   b) ~~exceed a~~ the maximum *building* footprint of a *single family dwelling* is 150 m^2 ~~for all *buildings* and *structures* combined, of which 34 m^2 shall be reserved for a garage~~; ~~nor~~ and
   c) ~~locate a primary *cooking facility*, living room or dining area in the dwelling in a location other than the first *storey*, and except for a single *storey building*, the majority of the bedrooms are to be located on the second *storey*;~~
   d) ~~the *gross floor area* of the second *storey* shall not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages). Unless indicated otherwise in a Development Permit or approved exterior design control agreement, the 20% reduced floor area of the second *storey* shall be accomplished by an offset of the second *storey* level from the wall at the main floor level from either the front or the side walls at the main floor level or a combination thereof; and~~
   e) ~~c~~Covered porches, covered verandahs, and covered sun decks shall not be included for the purposes of calculating *lot coverage*.
2) For *lot areas* equal to or greater than 372 m^2:
   a) *Buildings and structures* shall not cover more than 40% of the *lot area* provided; ~~nor~~ and
   b) ~~locate a primary *cooking facility*, living room or dining area in the dwelling in a location other than the first *storey*, and except for a single *storey building*, the majority of the bedrooms are to be located on the second *storey*;~~ *Lot*

coverage may be increased to 45% where *buildings* include *infill housing*;

c) ~~the *gross floor area* of the second *storey* shall not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages). Unless indicated otherwise in a Development Permit or approved exterior design control agreement, the 20% reduced floor area of the second *storey* shall be accomplished by an offset of the second *storey* level from the wall at the main floor level from either the front or the side walls at the main floor level or a combination thereof; and~~

d) ~~c~~Covered porches, covered verandahs, and covered sun decks shall not be included for the purposes of calculating *lot coverage*.

3) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey*

Maximum Height of Buildings and Structures

#4339 01/11/04 #4567 07/05/07

403.5 Except as provided for in Section 104.5:

1) ~~The *height* of principal *buildings* and *structures* shall not exceed 9 metres or 2½ *storeys*, whichever is the lesser; and.~~

~~The *height* of *accessory buildings* and *structures* shall not exceed 3.75 m or 1½ *storeys*, whichever is the lesser.~~

The *height* of *buildings* and *structures* shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 4.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

2) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric material, are not permitted.

Subdivision Requirements

403.6 For the purposes of Section 403 the following definitions apply:

1) front loaded compact *lots* means a *lot* to which vehicular access for parking purposes is provided from a *street* abutting the front yard of the *lot*.
2) rear loaded compact *lots* means a *lot* to which vehicular access for parking purposes is provided from a *lane* abutting the rear yard of the *lot*.

403.7 All fee simple and bareland strata *lots* created by *subdivision* shall comply with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

	Front loaded compact *lots*	Rear loaded compact *lots*
a) Minimum *lot area*	220 m^2	220 m^2
b) Maximum *lot area* of *lots* not fronting on a radius of a *street* or cul-de-	464.5 m^2; except that 5% of the *lots* not fronting a radius of a *street* or cul-de-sac bulb may exceed	464.5 m^2; except that 5% of the *lots* not fronting a radius of a *street* or cul-de-sac bulb may exceed this

	sac bulb	this requirement	requirement
c)	Minimum *lot frontage*	11 metres	8.2 metres
d)	Minimum *corner lot frontage*	13.5 metres	12.5 metres
e)	Minimum *lot depth*	18 metres	22 metres
f)	Panhandle *lots*	not permitted	not permitted

1) The minimum *lot frontage* for compact *lots* located on the radius of a *street* or cul-de-sac may be reduced as follows:
   a) The minimum *lot frontage* shall not be less than 6.0 metres, as measured at the *lot* boundary immediately adjacent to a *street*, provided that for front loaded lots a minimum 6.0 metre by 6.0 metre parking pad is provided between the front of the garage door and back of sidewalk.
   b) Minimum principal *building* yard and setback requirements are met; and
   c) Minimum off-*street* parking requirements are met.
2) ~~The minimum *building* envelope for a front loaded compact lot shall be a 75 m^2 principal *building* footprint; plus an additional 34 m^2 reserved for a garage. An additional 34 m^2 for a parking pad is to be reserved in accordance with Section 403.9 1) h) and i).~~
3) ~~The minimum *building* envelope for a rear loaded compact lot shall be a 75 m^2 principal *building* footprint; plus an additional 34 m^2 reserved for a garage. An additional 18 m^2 portion of the *lot* is to be reserved for a parking pad.~~

Siting of Buildings and Structures

~~Front Loaded Compact Lots~~

403.8 Except as provided for in Sections 104.4, 104.15 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following setbacks:

1) On a front loaded compact *lot*:

Buildings and Structures	**Front lot line Setback**	**Minimum Rear lot line Setback**	**Minimum Side lot line Setback (Interior or Abutting a Lane or Local Street)**	**Minimum Side lot line Setback (Abutting a Collector or Arterial Street)**
Principal building	Minimum 6.0 m (2) (3) Maximum 7.5 m (2) (3)	3.0 m	1.2 m (4)	2.4 m (4)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 6.0 m (2) (3)	0.6 m (1)	Interior-0.6 m *Lane* or Local *Street* 1.2 m (4)	2.4 m (4)

2) On a rear loaded compact *lot*:

Buildings and Structures	**Front lot line Setback**	**Minimum Rear lot line Setback**	**Minimum Side lot line Setback (Interior or Abutting a Lane or**	**Minimum Side lot line Setback (Abutting a Collector or Arterial**

			Local *Street*)	***Street*)**
Principal building	Minimum 2.5 m (5)	1.0 m	1.2 m (4)	2.4 m (4)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 2.5 m (5)	0.6 m (1)	Interior-0 m *Lane* or Local *Street* 1.2 m (4)	3.0 m (4)

(1) Where a *lot* fronts onto two (2) parallel *streets* besides a *lane*, the *rear lot line* setback shall be the same as the *front lot line* setback.

(2) The front face of a garage or principal *building* may be sited between 2.5 metres and 6 metres from the *front lot line*, provided that 6 metres horizontal distance is provided for parking between the front face of the garage or principal *building* and the back of sidewalk.

(3) The front face of a principal *building*, excluding a garage but including porches, verandahs or stairs, may be sited between 6 metres and 2.5 metres from the *front lot line*.

(4) On a corner lot, no part of any building structure or fence greater than 1 metre in height, where height is measured at the intersection of the centre lines of the streets and / or lanes, shall project into the triangular area created by a line joining two points:

a) 6 metres from the projected lot lines abutting a limited local or local street and / or lane intersections; or

b) 7.5 metres from the projected lot lines abutting arterial and / or collector street intersections.

(5) The minimum *front lot line* setback shall be 5 metres from a *front lot line* where a lot fronts an arterial or collector *street*.

1) ~~Except as provided for in Sections 104.4 and 105.1 2), no principal *building* or *structure* shall be sited less than:~~
   a) ~~6 metres from a *front lot line*, except as follows:~~
      i) ~~the front face of a garage or principal *building* may be sited between 2.5 metres and 6 metres from the *front lot line*, provided that 6 metres horizontal distance is provided for parking between the front face of the garage or principal *building* and the back of sidewalk; and~~
      ii) ~~the front face of the principal *building*, excluding a garage but including porches, verandahs or stairs, may be sited between 6 metres and 2.5 metres from the *front lot line*;~~
   b) ~~4.5 metres from a *rear lot line*;~~
   c) ~~1.2 metres from a *side lot line*;~~
   d) ~~1.2 metres where a *side lot line* abuts a flanking limited or local *street*, except that the front face of the garage or principal *building* may be sited between 2.5 metres and 6 metres from the *side lot line* to provide a minimum 6 metre horizontal distance for parking between the front face of the garage or principal *building* and the back of sidewalk (subject to Section 403.8 3)); and~~
   e) ~~2.4 metres where a *side lot line* abuts a flanking arterial or collector *street* (subject to Section 403.8 3));~~
2) ~~*Accessory buildings* and *structures* shall not be sited less than:~~
   a) ~~7.5 metres from a *front lot line*;~~
   b) ~~0.6 metres from a *rear lot line*;~~
   c) ~~0.6 metres from a *side lot line*;~~
   d) ~~1.2 metres where the *side lot line* abuts a flanking limited local or local *street* (subject to Section 403.8 3)); and~~
   e) ~~2.4 metres where the *side lot line* abuts a flanking arterial or collector *street*~~

(subject to Section 403.8.3));

3) Notwithstanding 403.8.1) and 2), on a *corner lot*, no part of any *building* *structure* or fence greater than 1 metre in *height*, where *height* is measured at the intersection of the centre lines of the *streets* and / or *lanes*, shall project into the triangular area created by a line joining two points:
   a) 6 metres from the projected *lot lines* abutting a limited local or local *street* and / or *lane* intersections; or
   b) 7.5 metres from the projected *lot lines* abutting arterial and / or collector *street* intersections.

Rear Loaded Compact Lots

4) Except as provided for in Sections 104.4 and 105.1.2), no principal *building* or *structure* shall be sited less than:
   a) 2.5 metres from a *front lot line*, where a *lot* fronts a limited local or local *street* or a greenway or public park;
   b) 5 metres from a *front lot line*, where a lot fronts an arterial or collector *street*;
   c) 7.5 metres from a *rear lot line*;
   d) 1.2 metres from a *side lot line*;
   e) 1.2 metres where the *side lot line* abuts a flanking limited local or local *street* (Subject to Section 403.8.6)); and
   f) 2.4 metres where a *side lot line* abuts a flanking arterial or collector *street* (Subject to Section 403.8.6));

5) *Accessory buildings* and *structures* shall not be sited less than:
   a) 7.5 metres from a *front lot line*;
   b) 0.6 metres from a *rear lot line;*
   c) 0 metres from a *side lot line;*
   d) 1.2 metres where the *side lot line* abuts a flanking limited local or local *street* (subject to Section 403.8.6)); and
   e) 3 metres where the *side lot line* abuts a flanking arterial or collector *street* (subject to Section 403.8.6));
6) Notwithstanding 403.8.4) and 5), on a *corner lot*, no part of any *building* *structure* or fence greater than 1 metre in *height*, where *height* is measured at the intersection of the centre lines of the *streets* and / or *lanes*, shall project into the triangular area created by a line joining two points:
   a) 6 metres from the projected *lot lines* abutting a limited local or local *street* and / or *lane* intersections; or
   b) 7.5 metres from the projected *lot lines* abutting arterial and / or collector *street* intersections.

Parking and Loading

#4859 30/05/11 403.9 Parking and loading shall be provided in accordance with Section 107 except as follows:

1) Front Loaded Compact *Lots* shall provide parking as follows:
   a) a minimum of four (4) parking spaces shall be provided per *lot*;
   b) a minimum of two (2) of the four (4) parking spaces shall be located in a fully enclosed garage accommodating side by side parking;
   c) notwithstanding any other provision of this Bylaw the minimum clear interior width of a garage shall be 5.5 metres;
   d) no carports are permitted;
   e) no *tandem parking* within a garage is permitted;
   f) two (2) of the four (4) parking spaces shall be provided in a driveway

~~located:~~
i) ~~in that portion of the front yard in front of the garage; or~~
ii) ~~in front of a garage located in a sideyard of a flanking limited local or local *street* in accordance with all other provisions of this Section;~~

g) road rights-of-way may be utilized to accommodate parking spaces ~~in front of a garage~~ provided that parked *vehicles* do not encroach or interfere with sidewalks or *lanes*; and

h) ~~the minimum distance between the back of sidewalk to the front of the garage door shall be 6 metres;~~

i) ~~the minimum width of a driveway, except on the bulb of a cul-de-sac shall be 6 metres. On lots that front a bulb of a cul-de-sac the width of the driveway shall be 6 metres on that portion of the driveway required to satisfy parking requirements; and~~

j) driveway locations shall be co-ordinated to maximize on-*street* parking and *street* tree siting in accordance with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

2) Rear Loaded Compact *Lots* shall provide parking as follows:

a) ~~a minimum of three (3) parking spaces shall be provided per *lot*;~~

b) ~~a minimum of two (2) of the three (3) required parking spaces shall be provided within a fully enclosed garage;~~

c) ~~the fully enclosed garage may be constructed as a freestanding *accessory building* or attached to the principal *building* and shall provide for a minimum clear interior width of 5.5 metres;~~

d) ~~the remaining required parking spaces shall be located in a fully enclosed garage or on a parking pad. The parking pad for each required parking space shall be a minimum of 18 m^2 in size in addition to the minimum 34 m^2 required for a garage and shall be accessed from the rear *lane*;~~

e) ~~no *tandem parking* within a garage is permitted;~~

f) ~~carports are only permitted when provided in addition to the two (2) parking spaces to be provided within a fully enclosed garage;~~

g) all parking spaces shall be located in the rear yard with access from a *lane*; and

h) no parking spaces shall directly access a *highway* other than a *lane*.

Landscaping, Screening and Fencing

403.10 Landscaping areas, landscaping screens and fencing shall comply with the provisions of a Development Permit or approved Exterior Design Control Agreement.

Exterior Design Control

403.11 Compact *lot* developments shall be implemented by an Exterior Design Control Agreement securing high quality, consistent, and compatible *building* design and site development standards. An Exterior Design Control Agreement, to be implemented at the time of *subdivision*, shall be secured as a condition of rezoning, and, where the lands are located in a mandatory development permit area, as a condition of a Development Permit.

#4547 09/07/07

404 RESIDENTIAL COMPACT LOT ZONE R-CL(A)

Uses Permitted

404.1 In the R-CL(A) Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings and structures*
2) *accessory* detached garage
3) *accessory home occupations* subject to Section 104.3
4) *residential* ~~single *family*~~ *uses* subject to Section 404.2

~~Maximum Density~~Residential Uses

404.2 1) Notwithstanding sub-section 404.9, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

2) No more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one *lot*~~.~~:

a) One (1) *small-scale multi-unit housing development*, or

b) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Definitions

404.3 For the purposes of Section 404 the following definitions shall apply:

1) front loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *street* abutting the front or flanking *lot line*.
2) rear loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *lane* abutting the rear or *side lot line*.
3) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) ~~used to store a minimum of two (2) motor *vehicles* provided in accordance with sub-section 404.8.~~ containing at least two (2) parking spaces in accordance with Section 107.

Lot Coverage

404.4 1) *Buildings* and *structures* shall not cover more than 50% of the *lot area*. Covered verandahs, porches, patios and entranceways located in the front and flanking yards and *accessory buildings* less than 9.3 m^2 (100 ft^2) shall not be included for the purpose of calculating *lot coverage*.

2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey*

Siting of Buildings and Structures

#4859 30/05/11 #5109 14/09/15

404.5 Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Front Loaded *Lot*** ~~**(Attached Garage)**~~

Buildings and	~~**Minimum**~~	**Minimum**	**Minimum *Side***	**Minimum *Side***

Structures	***Front lot line* Setback**	***Rear lot line* Setback**	***lot line* Setback (Interior ~~and~~ or Abutting a *Lane* or Local Street)**	***lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (1) (4) ~~(8)~~ (9) Maximum 4.0 m (1) (4) (9)	~~6.0~~ 3.0 m(10)	~~Interior~~ 1.2 m ~~*Lane* 1.5 m~~ (4) ~~(8)~~	2.5 m (4) ~~(8)~~ (9)
Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (3)	0.6 m	0.6 m (4)	2.5 m (4)

2) **Rear Loaded *Lot* ~~(Attached Garage)~~**

Buildings* and *Structures	~~**Minimum**~~ ***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior ~~and~~ or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (4) ~~(8)~~ (9)	~~6.0 m~~ 1.0 m(2)	~~Interior~~ 1.2 m ~~*Lane* 1.5 m~~ (2) (4) ~~(8)~~	2.5 m (4) ~~(8)~~ (9)
Accessory detached garage or *coach house*	N/A (3)	0.6 m (4)	Interior-0.6 m *Lane* or Local *Street*-1.2 m (4) (6) (7)	2.5 m (4)
Other *accessory dwelling unit, accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (3)	0.6 m (4)	0.6 m (4)	2.5 m (4)

~~3) **Rear Loaded *Lot* (Detached Garage)~~**

~~***Buildings* and *Structures***~~	~~**Minimum *Front lot line* Setback**~~	~~**Minimum *Rear lot line* Setback**~~	~~**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**~~	~~**Minimum *Side lot line* Setback (Abutting a *Street*)**~~
~~*Principal building*~~	~~2.5 m (4) (8) (9)~~	~~13.0 m (4) (5) (average)~~	~~Interior-1.2 m *Lane* 1.5 m (4) (8)~~	~~2.5 m (4) (8) (9)~~
~~*Accessory* Detached Garage~~	~~N/A (3)~~	~~0.6 m (4) (5)~~	~~Interior-0.6 m *Lane* 1.5 m (4) (5) (6) (7)~~	~~2.5 m (4)~~
~~*Accessory Building or Structure*~~	~~N/A (3)~~	~~0.6 m~~	~~0.6 m (4)~~	~~2.5 m (4)~~

(1) For a front loaded *lot*, the garage door shall be sited a minimum of 4.5 metres from the property line

(2) ~~For a rear loaded *lot* with an attached garage, the garage door shall be sited a minimum of 7.0 metres from the property line.~~

(3) *Accessory buildings* and *structures*, including *accessory dwelling units* and accessory detached garages, are not permitted within the front yard.

(4) Not~~h~~withstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(5) ~~The distance between the *principal building* and detached garage shall be a minimum of 6.0 metres (except for a 1 m^2 landing and associated stairs, uncovered porches, patios and decks having a maximum *height* of 0.6 metres above grade, and as provided for in Section 104.4).~~

(6) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(7) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.3 m from the interior *side lot line*.

(8) ~~The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire front and flanking façade of first *storey*. For the purpose of measuring this setback, structural supports of the first *storey* covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* facade.~~

(9) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

#5109 14/09/15 (10) For a front loaded *lot*, where a stair and landing, providing access to the rear yard from the first *storey* projects beyond the rear face of the *building*, the minimum distance to the *rear lot line* may be reduced by not more than 1.2 metres, providing that the stair landing projecting into the setback does not exceed an area of 1.5 square metres and that such reduction shall only apply to the rear stair and landing.

Building and Structure Provisions

#4567 07/05/07 #5109 14/09/15 404.6

1) ~~Entrance stairs to the *basement* are permitted from the rear elevation only.~~
2) ~~The kitchen, living room and dining areas shall be located on the first *storey*.~~
3) ~~The accessory detached garage shall be constructed in conjunction with the *principal building*.~~
4) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, are not permitted.
5) ~~Access to the rear yard shall be provided from the first *storey* either directly or by stairs.~~

Height of Buildings and Structures

404.7 Except as provided in Section 104.5

1) ~~The *height* of *principal buildings* and *structures* shall not exceed 9.0 metres or 2.5 *storeys*, whichever is the lesser.~~
2) The surface of the first floor shall not be more than 0.8 metres above the average *lot* grade at any *building* elevation facing a *street*, except where the

average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including attached garages) facing a *street* or a *lane* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.

3) ~~The *height* of *accessory buildings* and *structures* (including accessory detached garages) shall not exceed 3.75 metres in *height*.~~ The *height* of *buildings* and *structures* shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
All other *accessory buildings* and *structures*	3.75 m

Parking

404.8 Parking shall be provided in accordance with Section 107 except as follows:

~~***Buildings* and *Structures***~~	~~**Parking Requirement**~~
~~Front Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 2 side by side outdoor spaces on the front driveway.~~ ~~(1) (3) (4) (5)~~
~~Rear Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space.~~ ~~(2) (3) (4) (5)~~
~~Rear Loaded *Lot* (detached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space.~~ ~~(2) (3) (4) (5)~~

(1) On a front loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 7.0 metres from the projected *lot line*s abutting a *street*, or a *lane*.

(2) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.

(3) ~~Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide.~~

(4) ~~The two required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.~~

(5) ~~The required o~~Outdoor parking space~~s~~ may extend into a municipal road dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded).

Subdivision Requirements

404.9 All *residential lots* created by *subdivision* shall comply with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

	Front Loaded *Lot*	**Rear Loaded *Lot***
Minimum *Lot Area* (1) (2)	275 m^2	266 m^2 (4)
Minimum *Corner Lot Area* (2)	355 m^2	352 m^2 (5)
Minimum *Lot*	11.0 m	9.5 m (4)

Frontage (1) (3) (6)		
Minimum *Corner lot Frontage*	14.2 m	12.6 m (5)
Minimum *Lot Depth*	25.0 m (7)	28.0 m (7)
Panhandle *Lot*	not permitted	not permitted

(1) Excluding *corner lots.*

(2) Notwithstanding the minimum *lot area* requirements, the maximum density provisions of Section 404.2 shall apply.

(3) Except for *lots* having *frontage* on the bulb portion of a permanent urban *residential street* or cul-de-sac in which case the *frontage* may be reduced to 8.0 metres.

(4) Where Section 404.5 (6) applies, the Approving Officer may allow a minimum *lot area* of 249m^2 and a minimum *frontage* of 8.9 metres.

(5) Where Section 404.5 (6) applies, the Approving Officer may allow a minimum *lot area* of 336 m^2 and minimum *frontage* of 12.0 metres.

(6) The maximum *frontage* of a front loaded *lot*, other than a *corner lot*, shall not be greater than 12.59 metres.

(7) On a *corner lot* the Approving Officer may allow a reduction in minimum *lot depth* when all other Bylaw requirements are met.

Landscaping, Screening and Fencing

404.10 1) Landscaping areas, landscaping screens and fencing shall comply with Section 111 and with the provisions of a Development Permit or approved Exterior Design Control Agreement.

2) ~~Where two properties share a common interior *side lot line*, and where the combined side yard width is less than 3.0 metres, fencing along that property line shall not extend towards the front yard measured from the corner of the rear *building* elevation of either *building*.~~

#4547 09/07/07 #4859 30/05/11

405 RESIDENTIAL COMPACT LOT ZONE R-CL(B)

Uses Permitted

405.1 In the R-CL(B) Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings and structures*
2) *accessory* detached garage
3) *accessory home occupations* subject to Section 104.3
4) *residential* ~~single family~~ *uses* subject to Section 405.2

~~Maximum Density~~Residential Uses

405.2 1) Notwithstanding sub-section 405.9, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

2) No more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:

a) One (1) *small-scale multi-unit housing development*, or

b) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Definitions

405.3 For the purposes of Section 405 the following definitions shall apply:

1) front loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *street* abutting the front or flanking *lot line*.
2) rear loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *lane* abutting the rear or *side lot line*.
3) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) ~~used to store a minimum of two (2) motor *vehicles* provided in accordance with sub-section 405.8.~~ containing at least two (2) parking spaces in accordance with Section 107.

Lot coverage

405.4 1) *Buildings* and *structures* shall not cover more than 50% of the *lot area*. Covered verandahs, porches, patios and entranceways located in the front and flanking yards and *accessory buildings* less than 9.3 m^2 (100 ft^2) shall not be included for the purpose of calculating *lot coverage*.

2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey*

Siting of Buildings and Structures

#4859 30/05/11 #5109 14/09/15

405.5 Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Front Loaded *Lot*** ~~**(Attached Garage)**~~

Buildings and Structures	~~**Minimum**~~ ***Front lot***	**Minimum *Rear lot line***	**Minimum *Side lot line* Setback**	**Minimum *Side lot line* Setback**

	***line* Setback**	**Setback**	**(Interior ~~and~~ or Abutting a *Lane* or Local *Street*)**	**(Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (1) (4) ~~(8)~~ (9) Maximum 4.0 m (1) (4) (9)	~~6.0~~ 3.0 m (10)	~~Interior~~ 1.2 m ~~*Lane* 1.5 m~~ (4) ~~(8)~~	2.5 m (4) ~~(8)~~ (9)
Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (3)	0.6 m	0.6 m (4)	2.5 m (4)

2) **Rear Loaded *Lot* ~~(Attached Garage)~~**

Buildings* and *Structures	~~**Minimum**~~ ***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**	**Minimum *Side lot line* Setback (Abutting a *Street*)**
Principal building	Minimum 2.5 m (4) ~~(8)~~ (9)	~~6.0~~ 1.0 m ~~(2)~~	Interior-1.2 m ~~*Lane* 1.5 m~~ (2) (4) ~~(8)~~	2.5 m (4) ~~(8)~~ (9)
Accessory detached garage or *coach house*	N/A (3)	0.6 m (4)	Interior-0.6 m *Lane* or Local *Street*-1.2 m (4) (6) (7)	2.5 m (4)
Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (3)	0.6 m (4)	0.6 m (4)	2.5 m (4)

3) ~~**Rear Loaded *Lot* (Detached Garage**~~

~~***Buildings* and *Structures***~~	~~**Minimum *Front lot line* Setback**~~	~~**Minimum *Rear lot line* Setback**~~	~~**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**~~	~~**Minimum *Side lot line* Setback (Abutting a *Street*)**~~
~~*Principal building*~~	~~2.5 m (4) (8) (9)~~	~~13.0 m (4) (5) (average)~~	~~Interior-1.2 m *Lane* 1.5 m (4) (8)~~	~~2.5 m (4) (8) (9)~~
~~*Accessory* Detached Garage~~	~~N/A (3)~~	~~0.6 m (4) (5)~~	~~Interior-0.6 m *Lane* 1.5 m (4) (5) (6) (7)~~	~~2.5 m (4)~~
~~*Accessory Building or Structure*~~	~~N/A (3)~~	~~0.6 m~~	~~0.6 m (4)~~	~~2.5 m (4)~~

(1) For a front loaded *lot*, the garage door shall be sited a minimum of 4.5 metres from the property line ~~and set back a minimum of 1.0 metre from the remaining portion of the~~

~~same *building* elevation~~. ~~For the purpose of measuring this setback, structural supports of the first *storey* covered verandahs, porches, patios and entranceways shall be considered the remaining portion of the same *building* elevation.~~

(2) ~~For a rear loaded *lot* with an attached garage, the garage door shall be sited a minimum of 7.0 metres from the property line.~~

(3) *Accessory buildings* and *structures*, including *accessory dwelling units* and accessory detached garages, are not permitted within the front yard.

(4) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(5) ~~The distance between the *principal building* and detached garage shall be a minimum of 6.0 metres (except for a 1 m^2 landing and associated stairs, uncovered porches, patios and decks having a maximum *height* of 0.6 metres above grade, and as provided for in Section 104.4).~~

(6) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(7) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.3 m from the interior *side lot line*.

(8) ~~The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire front and flanking façade of first *storey*. For the purpose of measuring this setback, structural supports of the first *storey* covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* facade.~~

(9) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

#5109 14/09/15 (10) For a front loaded *lot*, where a stair and landing, providing access to the rear yard from the first *storey* projects beyond the rear face of the *building*, the minimum distance to the *rear lot line* may be reduced by not more than 1.2 metres, providing that the stair landing projecting into the setback does not exceed an area of 1.5 square metres and that such reduction shall only apply to the rear stair and landing.

Building and Structure Provisions

#4567 07/05/07 #5109 14/09/15 405.6

1) ~~Entrance stairs to the *basement* are permitted from the rear elevation only.~~
2) ~~The kitchen, living room and dining areas shall be located on the first *storey*.~~
3) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, are not permitted.
4) ~~Access to the rear yard shall be provided from the first *storey* either directly or by stairs.~~

Height of Buildings and Structures

405.7 Except as provided in Section 104.5

1) ~~The *height* of *principal buildings* and *structures* shall not exceed 9.0 metres or 2.5 *storeys*, whichever is the lesser.~~
2) The surface of the first floor shall not be more than 0.8 metres above the average *lot* grade at any *building* elevation facing a *street*, except where the average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including attached garages) facing a *street* or a

lane may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.

3) ~~The *height* of *accessory buildings* and *structures* (including accessory detached garages) shall not exceed 3.75 metres in *height*.~~ The *height* of *buildings* and *structures* shall not exceed the following:

~~***Building/Structure* Type**~~	~~**Maximum *Height***~~
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

Parking

405.8 Parking shall be provided in accordance with Section 107 except as follows:

~~***Buildings* and *Structures***~~	~~**Parking Requirement**~~
~~Front Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 2 side by side outdoor spaces on the front driveway. (1) (3) (4) (5)~~
~~Rear Loaded *Lot* (attached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space. (2) (3) (4) (5)~~
~~Rear Loaded *Lot* (detached garage)~~	~~2 side by side spaces in a fully enclosed garage plus 1 outdoor space. (2) (3) (4) (5)~~

(1) On a front loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 7.0 metres from the projected *lot line*s abutting a *street*, or a *lane*.

(2) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.

(3) ~~Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide.~~

(4) ~~The two required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.~~

(5) ~~The required o~~Outdoor parking spaces may extend into a municipal *street* dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded).

Subdivision Requirements

405.9 All *residential lots* created by *subdivision* shall comply with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

	Front Loaded *Lot*	**Rear Loaded *Lot***
Minimum *Lot Area* (1) (2)	315 m^2	266 m^2 (4)
Minimum *Corner Lot Area* (2)	355 m^2	352 m^2 (5)
Minimum *Lot Frontage* (1) (3)	12.6 m	9.5 m (4)
Minimum *Corner lot Frontage*	14.2 m	12.6 m (5)
Minimum *Lot Depth*	25.0 m (6)	28.0 m (6)
Panhandle *Lot*	not permitted	not permitted

(1) Excluding *corner lots*.
(2) Notwithstanding the minimum *lot area* requirements, the maximum density provisions of Section 405.2 shall apply.
(3) Except for *lots* having *frontage* on the bulb portion of a permanent urban *residential street* or cul-de-sac in which case the *frontage* may be reduced to 8.0 metres.
(4) Where Section 405.5 (6) applies, the Approving Officer may allow a minimum *lot area* of 249 m^2 and a minimum *frontage* of 8.9 metres.
(5) Where Section 405.5 (6) applies, the Approving Officer may allow a minimum *lot area* of 336 m^2 and minimum *frontage* of 12.0 metres.
(6) On a *corner lot* the Approving Officer may allow a reduction in minimum *lot depth* when all other Bylaw requirements are met.

Landscaping, Screening and Fencing

405.10 1) Landscaping areas, landscaping screens and fencing shall comply with Section 111 and with the provisions of a Development Permit or approved Exterior Design Control Agreement.

2) ~~Where two properties share a common interior *side lot line*, and where the combined side yard width is less than 3.0 metres, fencing along that property line shall not extend towards the front yard measured from the corner of the rear *building* elevation of either *building*.~~

#4547 09/07/07 #4859 30/05/11

406 RESIDENTIAL COMPACT LOT ZONE R-CL(CH)

Uses Permitted

406.1 In the R-CL(CH) Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 406.2

~~Maximum Density~~Residential Uses

406.2 1) Notwithstanding sub-section 406.9, the maximum density of a development shall be in accordance with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

2) No more than one (1) of the following is ~~*single family dwelling* and one *coach house* are~~ permitted on ~~any~~ one (1) ~~rear loaded~~ *lot*~~.~~:

a) One (1) *small-scale multi-unit housing development*, or

b) One (1) *single family dwelling* and one *coach house*.

Definitions

406.3 For the purposes of Section 406 the following definitions apply:

1) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) ~~used to store a minimum of two (2) motor *vehicles* provided in accordance with sub-section 406.8~~ containing at least two (2) parking spaces in accordance with Section 107.

2) rear loaded *lot* means a *lot* to which vehicular access for parking purposes is provided from a *lane* abutting the rear or side yard of the *lot*.

Lot coverage

406.4 1) *Buildings* and *structures* shall not cover more than 50% of the *lot area*. Covered verandahs, porches, patios and entranceways located in the front yard and *accessory buildings* less than 9.3 m^2 (100 ft^2) shall not be included for the purpose of calculating *lot coverage*.

2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey*

Siting of Buildings and Structures

406.5 Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Rear Loaded *Lot*** ~~**(Attached Garage)**~~

Buildings* and *Structures	~~**Minimum**~~ ***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior ~~and~~ or Abutting a *Lane* or**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial**

			Local *Street*)	*Street*)
Principal building (6)	Minimum 2.5 m (3) (7) (8) Maximum 4.0 m (3) (8)	6.0 1.0 m (1) (3) (4)	Interior 1.2 m *Lane* 1.5 m (3) (7)	2.5 m (1) (3) (7) (8)
Accessory detached garage	N/A (2) (5)	1.0 m (5)	1.2 m (3) (5)	2.5 m (3) (5)
Accessory dwelling unit or other *accessory building* or *structure* ~~*Accessory Building or Structure*~~	~~N/A~~ Minimum 2.5 m (2)	0.6 m (3)	0.6 m (3)	2.5 m (3)

2) ~~**Rear Loaded *Lot* (Detached Garage)**~~

~~***Buildings* and *Structures***~~	~~**Minimum *Front lot line* Setback**~~	~~**Minimum *Rear lot line* Setback**~~	~~**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**~~	~~**Minimum *Side lot line* Setback (Abutting a *Street*)**~~
~~*Principal building*~~	~~2.5 m (3) (7) (8)~~	~~13.4 m (3) (4) (average)~~	~~Interior 1.2 m *Lane* 1.5 m (3) (7)~~	~~2.5 m (3) (7) (8)~~
~~Accessory Detached Garage (5)~~	~~N/A (2)~~	~~1.0 m~~	~~Interior 1.2 m *Lane* 1.5 m (3) (4)~~	~~2.5 m (3)~~
~~*Accessory Building or Structure* (Excluding detached garages)~~	~~N/A (2)~~	~~0.6 m (3)~~	~~0.6 m (3)~~	~~2.5 m (3)~~

(1) ~~The attached garage shall be sited a minimum of 7.0 metres from the property line.~~

(2) *Accessory buildings* and *structures*, including *accessory dwelling units* and garages, are not permitted within the front yard.

(3) Nothwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(4) ~~The distance between the *principal building* and detached garage shall be a minimum of 6.0 metres (except for a 1.2 m^2 landing and associated stairs; uncovered porches, patios and decks having a maximum *height* of 0.6 metres above grade; and as provided for in Section 104.4).~~

(5) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage and *coach house* may be reduced to zero provided that the two (2) *structures* abutting one another are simultaneously designed, *building* permits issued, constructed by the same builder utilizing a party wall agreement, and are sprinklered in accordance with the Township's Building Bylaw as amended.

(6) ~~Where a *coach house* is incorporated above an attached garage, the principal *dwelling unit* and the *coach house* shall be sprinklered in accordance with the Township's Building Bylaw as amended.~~

(7) ~~The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire first *storey* of the front and flanking elevations. For the purpose of measuring this setback, first *storey* covered verandahs, porches, patios and entranceways on the front and flanking yards may be included.~~

(8) Where access stairs, porches, verandahs and balconies project beyond the front or

flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

Buildings and Structures Provisions

#4567 07/05/07 406.6

1) ~~Entrance stairs to the *basement* are permitted from the rear elevation only.~~
2) ~~The kitchen, living room and dining areas of the *principal building* shall be located on the first *storey* only.~~
3) ~~The stairs providing access to the *coach house* shall be fully enclosed within the garage and *coach house*.~~
4) ~~The *coach house* shall only be located on the second *storey* of the garage and shall not project horizontally beyond the first *storey* of the garage (including the stairwell leading to the *coach house*) except as provided in Section 104.4.~~
5) ~~The *coach house* may only be constructed in conjunction with the *single family dwelling* or subsequent to the construction of the *single family dwelling*.~~
6) ~~The accessory detached garage shall be constructed in conjunction with the *principal building*.~~
7) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, are not permitted.

Height of Buildings and Structures

406.7 Except as provided in Section 104.5

1) ~~The *height* of *principal buildings* and *structures* shall not exceed 9.0 metres or 2.5 *storeys*, whichever is the lesser.~~
2) The surface of the first floor shall not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages) facing a *street* or a *lane* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
3) ~~The *height* of *accessory buildings* and *structures* (including detached garages without a *coach house*) shall not exceed 3.75 metres in *height*.~~
4) ~~The *height* of a detached garage containing a *coach house* shall not exceed 9.0 metres or two (2) *storeys*, whichever is the lesser.~~

The *height* of *buildings* and *structures* shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

Parking

406.8 Parking shall be provided in accordance with Section 107 except as follows:

1) ~~Two (2) side by side spaces within a fully enclosed garage plus one (1) parking space~~ ~~(1) (2) (3) (4)~~.
2) ~~*Lots* that include a *coach house* shall provide one additional parking space (5.8 metres deep and 2.9 metres wide)~~ ~~(1) (2) (3) (4)~~.

(1) No part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot lines* abutting a *street* and/or a *lane*.

(2) ~~Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide.~~

(3) ~~The two (2) required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.~~

(4) The required outdoor parking space may extend into a municipal *lane* dedication, but not extend beyond the *lane*.

Subdivision Requirements

406.9 1) All single *family* compact *lots* created by *subdivision* shall comply with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

	Rear Loaded *Lot*
Minimum *Lot Area* (1)	390 m^2
Minimum *Corner Lot Area* (1)	465 m^2
Minimum *Lot Frontage*	13.0 m
Minimum *Corner lot Frontage*	15.5 m
Minimum *Lot Depth*	30.0 m
Panhandle *Lot*	not permitted

(1) Notwithstanding the minimum *lot area* requirements, the maximum density provisions of Section 406.2 shall apply.

Landscaping, Screening and Fencing

406.10 1) Landscaping areas, landscaping screens and fencing shall comply with Section 111 and with the provisions of a Development Permit or approved Exterior Design Control Agreement.

2) Where two properties share a common interior *side lot line*, and where the combined side yard width is less than 3.0 metres, fencing along that property line shall not extend towards the front yard measured from the corner of the rear *building* elevation of either *building*.

Transitional

406.11 The provisions of Section 406 shall only apply to *lots* created after the date of adoption of this Bylaw.

#4547 09/07/07 410 **RESIDENTIAL ZONE R-2**

Uses Permitted

410.1 In the R-2 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 410.2

Residential Uses

#5109 14/09/15 410.2 ~~Where a *lot* is 557.4 m² or greater n~~No more than one (1) of the following ~~single *family* or one *two family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~:. Where a *lot* is less than 557.4 m² no more than one *single family dwelling* is permitted on any one *lot*.~~

1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *two family dwelling*, or
3) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

410.3 1) *Buildings* and *structures* shall not cover more than 35% of the *lot area.*
2) *Lot coverage* may be increased to 45% where *buildings* include *infill housing.*
3) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*
Four (4)	80% of the *gross floor area* of the first *storey*

Siting of Buildings and Structures

410.4 Except as provided for in Sections 104.4, 104.15 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:
1) On a *lot* to which vehicular access is provided directly from a *street* abutting the front *lot line*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m Maximum 7.5 m	3.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 6.0 m	1.5 m (1)	1.2 m	4.5 m

2) On a *lot* to which vehicular access is provided directly from a rear *lane*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 3.5 m	1.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure*	3.5 m	1.5 m (1)	1.2 m	4.5 m

(1) Where a *lot* fronts onto 2 parallel *streets* besides a *lane*, the *rear lot line* setback shall be the same as the *front lot line* setback.

1) ~~Except as provided for in Sections 104.4 and 105.1 2), no principal *building* or *structure* shall be sited less than:~~
   a) ~~7.5 metres from a *front lot line*;~~
   b) ~~7.5 metres from a *rear lot line*;~~
   c) ~~1.5 metres from a *side lot line*; and~~
   d) ~~4.5 metres where the *side lot line* abuts a *flanking street*.~~
2) ~~Except as provided for in Sections 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* shall be sited less than:~~
   a) ~~7.5 metres from a *front lot line*;~~
   b) ~~1.5 metres from a *rear lot line* except that where a *lot* fronts onto 2 *streets* the setback shall be the same as for the *front* yard setback for the principal *building*;~~
   c) ~~1.5 metres from a *side lot line*; and~~
   d) ~~4.5 metres where the *side lot line* abuts a *flanking street*.~~

Height of Buildings and Structures

#3782 27/07/98 #4339 01/11/04

410.5 Except as provided for in Section 104.5 the *height* of *buildings* and *structures* shall not exceed the following:

1) ~~The *height* of principal *buildings* and *structures* shall not exceed 9 metres.~~
2) ~~The *height* of *accessory buildings* and *structures* shall not exceed 3.75 m.~~
3) ~~Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.~~

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 7.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m

Parking and Loading

410.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

410.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

410.8 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

#3353 22/08/94 #5109 14/09/15

904 COMPREHENSIVE DEVELOPMENT ZONE CD-4

Uses Permitted

904.1 In the CD-4 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 904.2

Residential Uses

#4859 30/05/11

904.2

1) ~~Except as provided for in Section 904.2 2) no more than one *single family dwelling* is permitted on any~~ one *lot*.
One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
2) ~~No more than one *coach house* not exceeding 50 m² *gross floor area* is permitted on any one *lot*, subject to:~~
   - ~~the *lot* containing the *coach house* being located southeast of 216A Crescent (on 46 Avenue, 217A Street or fronting onto a park);~~
   - ~~the *coach house* having direct physical access onto a *lane*;~~
   - ~~the *coach house* being located above an attached or detached garage;~~
   - ~~the *single-family dwelling* on the *lot* being owner-occupied; and~~

~~the *coach house* being occupied by no more than 2 persons.~~

Lot Coverage

904.3 *Buildings* and *structures* shall not cover more than 35% of the *lot area*.

Siting of Buildings and Structures

904.4

1) Except as provided for in Section 104.4 and 904.5, no principle *building* or *structure* shall be sited less than:
   a) 7.5 metres from a *front lot line* for *lots* having *frontage* on 217A Street or 46 Avenue;
   b) 4.0 metres from a *front lot line* (for *lots* not having *frontage* on 217A Street or 46 Avenue); for *lots* bordering a park property, the *lot* boundary adjacent to the bulk of the park is to be considered the *lot frontage*; for *lots* without *lane* access, an attached garage is to be a minimum of 7.5 metres from the *front lot line*;
   c) 1.5 metres from a *side lot line* or a *flanking street* (for all *lots*), except that a minimum 7.5 metre setback is required from 216 Street;
   d) 7.0 metres from a rear *lot line* (for *lots* with *lane* access), except that where an attached garage or an attached garage containing a *coach house* is located in a required rear yard, the rear yard may be established at a minimum of 1.5 metres from the *rear lot line*;
   e) 7.0 metres from a *rear lot line* (for *lots* not having *lane* access).
2) Except as provided for in Section 104.4 and 904.5, no *accessory building* or *structure* shall be sited less than:
   a) 9.0 metres from a *front lot line* for *lots* (for all *lots*);
   b) 1.5 metres from a *side lot line* or a *flanking street* (for all *lots),* except that a minimum 7.5 metre setback is required from 216 Street;
   c) 1.5 metres from a *rear lot line* (for *lots* with *lane* access);
   d) 1.5 metres from a *rear lot line* (for *lots* not having *lane* access), except that a minimum 7.5 metre setback is required from 216 Street.

3) Where *lots* abut a *lane*, an attached or detached garage must be sited to front onto and utilize the *lane* for vehicular access to the garage. No driveways are permitted in the front yard setback where the *lot* abuts a *lane*.

Siting Exceptions

904.5 Where access stairs, porches, verandas and balconies project beyond the front or flanking facade of a *building*, the minimum required front or flanking setback may be reduced by not more than 1.5 metres, providing that such a reduction shall apply only to the projecting feature.

Height of Buildings and Structures

#3782 27/07/98 #4339 01/11/04

904.6 Except as provided for in Section 104.5

1) The *height* of principal *buildings* and *structures* shall not exceed 9 metres.
2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is lesser, except where an accessory *coach house* is situated above a detached garage, the *height* shall not exceed 7.0 metres.
3) Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

904.7 Parking and loading shall be provided in accordance with Section 107, except that where a *coach house* is located on a *lot* there shall be provided a minimum of two additional parking spaces.

Subdivision Requirements

904.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Exterior Design Control Agreement

904.9 Prior to *subdivision* approval, an exterior design control agreement based on traditional town planning principles shall be established regulating the form, character, design, landscaping, screening and fencing of all *buildings* and *structures*. The agreement is to be registered as a restrictive covenant on the property.

#3426
26/10/95

907 COMPREHENSIVE DEVELOPMENT ZONE CD-7

Uses Permitted

907.1 In the CD-7 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3 l)
3) ~~*single family dwellings* forming part of a comprehensive strata development~~ *small-scale multi-unit housing developments*
4) *townhouses*

Amenity Areas

907.2 *Amenity areas* shall be provided in accordance with the provisions of the Development Permit.

Residential Density

907.3 1) The maximum number of residential units in a CD-7 zone shall be 84 *dwelling units*.

2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot.

Lot Coverage

907.4 *Buildings* and *structures* shall not cover more than 40% of the *lot area*.

Siting of Buildings and Structures

907.5 *Buildings and structures* shall be sited in accordance with the provisions of the Development Permit.

Height of Buildings and Structures

907.6 The *height* of residential *buildings and structures* shall be in accordance with the provisions of the Development Permit and shall not exceed two *storeys* in *height*.

Parking and Loading

907.7 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

907.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

907.9 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

907.10 Every application for Comprehensive Development Zone CD-7 shall be accompanied by an application for a Development Permit.

#3548 12/08/96 912 **COMPREHENSIVE DEVELOPMENT ZONE CD-12**

Uses Permitted

912.1 In the CD-12 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses* subject to Section 912.3
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 912.2

Residential Uses

912.2 1) ~~No more than one single family dwelling is permitted on any one lot.~~ One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*

2) *Single family dwellings* shall comply with the provisions of the Development Permit.

Accessory Buildings

912.3 *Accessory buildings* shall comply with the provisions of the Development Permit.

Lot Coverage

912.4 *Buildings* and *structures* shall not cover more than 50% of the *lot area*, and shall not exceed a maximum *building* footprint of 151 m^2 for all *buildings* combined. Covered porches, verandahs and sun decks shall not be included for the purposes of calculating *lot coverage* or *building* footprint.

Siting of Buildings and Structures

#4859 30/05/11 912.5 1) Except as provided for in Sections 104.4 1), 2), 3) and 8), Sections 912.5 4) and 5) and the provisions of the Development Permit, no principal *building or structure* shall be sited less than:

a) 2.0 metres nor more than 8.0 metres from a *front lot line;*
b) 7.0 metres from a *rear lot line;*
c) 1.2 metres from a *side lot line;*
d) 1.75 metres from a *side lot line* where the *side lot line* abuts a *flanking street;*
e) 1.2 metres from a *side lot line* where the *side lot line* abuts a flanking *lane.*

2) Except as provided for in Sections 104.4 1), 2), 3) and 8), Sections 912.5 4) and 5) and the provisions of the Development Permit, no *accessory building or structure* shall be sited less than:

a) 7.5 metres from a *front lot line;*
b) 0.75 metres from a *rear lot line;*
c) 0.5 metres from a *side lot line;*
d) 1.75 metres from a *side lot line* where the *side lot line* abuts a *flanking street* or *lane.*

3) Detached garages or carports must be sited to front onto and utilize the *lane* for vehicular access.

4) Where access stairs with open railings project beyond the front or flanking façade of a *building*, the minimum required front or flanking setback may be reduced by not more than 1.5 metres, providing that such a reduction shall apply only to the access stairs.

5) Notwithstanding Section 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building, structure* or fence greater than 1.0 metres in *height* shall project:

a) into the triangular area created by a line joining two points 6.0 metres from the projected *lot lines* abutting the intersection of two local *streets*;

b) into the area between the corner truncation of 88 Avenue and 206 Street and a parallel line 2.4 metres distant from the corner truncation;
c) into the triangular area created by a line joining two points 7.5 metres from the projected curb line of a local *street* and the projected *lot line* on a *lane* abutting the intersection of a local *street* and a *lane;*
d) into the triangular area created by a line joining two points 6.0 metres from the projected *lot lines* abutting the intersection of two *lanes*.

Height of Buildings and Structures

#4339 01/11/04 912.6 1) The *height* of principal *buildings and structures* shall be in accordance with the provisions of the Development Permit, and shall not exceed two *storeys* in *height.*
2) The *height* of *accessory buildings* and *structures* shall be in accordance with the provisions of the Development Permit, and shall not exceed 3.75 metres or one *storey*, whichever is lesser.
3) Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

912.7 Parking and loading shall be provided in accordance with Section 107. All parking shall be located in the rear yard with access from the *lane*. No parking areas, parking spaces or driveways shall be located in a front yard or *flanking street* setback.

Subdivision Requirements

912.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

912.9 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

912.10 Every application for Comprehensive Development Zone CD-12 shall be accompanied by an application for a Development Permit.

#3769 06/07/98 920 **COMPREHENSIVE DEVELOPMENT ZONE CD-20**

Uses Permitted

#3861 28/06/99 #4567 07/05/07 920.1 In the CD-20 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3 l)
3) ~~*single family dwellings* located on single *family lots*~~ *residential uses*, subject to Section 920.2~~3~~

Residential Density

#3861 28/06/99 920.2

1) The maximum gross density permitted on the overall CD-20 site shall be 24.7 units per ha/10 units per acre plus 6 additional units. The maximum number of single-family residential *lots* permitted in the CD-20 zone shall be 109. ~~No more than one single family residence may be constructed on any one single *family lot*.~~
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) *lot.*
3) One (1) *small-scale multi-unit housing development* is permitted on one (1) single *family lot.*

Lot Coverage

#3861 28/06/99 920.3

1) *Buildings* and *structures* located on single *family lots* abutting an R-1D zone shall not cover more than 45% of the *lot area*.
2) *Buildings* and *structures* located on single *family lots* not abutting an R-1D zone shall not cover more than 55% of the *lot area.*

Siting of Buildings and Structures

#3861 28/06/99 #4567 07/05/07 920.4

1) *Buildings* and *structures* accessory to *single family dwellings* shall be sited in accordance with Sections 402.4~~.~~2) and 104.4~~.~~4).
2) No *single family dwellings* on a single *family lot* shall be sited less than:
   a) 3.65 metres from a *front lot line* for *lots* abutting an R-1D zone*;*
   b) 2.4 metres from a *front lot line* for *lots* not abutting an R-1D zone;
   c) 4.5 metres from a *rear lot line*, except where a *rear lot line* abuts an R-1D *lot* the minimum rear yard shall be 7.5 metres;
   d) 1.2 metres from a *side lot;* and
   e) in the case of a *flanking street*, no part of any *building, structure* or fence located on a *corner lot* shall project into the triangular area created by a line joining 2 points 7.5 metres from the front of the *lot* of each *lot line* abutting the intersection, at any *height* above 1.0 metre.

Height of Buildings and Structures

#3782 27/07/98 #3861 28/06/99 #4339 01/11/04 #4567 07/05/07 920.5 Except as provided for in Section 104.5:

1) *Single family dwellings* shall not exceed two *storeys* in *height*.
2) Notwithstanding sub-section 1), the maximum *height* of “Quonset” or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

920.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

920.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

920.8 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

920.9 Every application for Comprehensive Development Zone CD-20 shall be accompanied by an application for a Development Permit.

#3770 27/07/98 921 **COMPREHENSIVE DEVELOPMENT ZONE CD-21**

Uses Permitted

921.1 In the CD-21 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3 l)
3) *residential uses* subject to Section 921.2

Residential Uses

921.2 ~~No more than one *single family dwelling* is permitted on any one *lot*.~~

1) One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot*.
2) Attached *dwelling units* are permitted on bare land strata *lots* abutting an RU-10 zone subject to compliance with the provisions of the Development Permit ~~and subject to there being a maximum of one *dwelling unit* per bare land strata *lot*~~.

Residential Density

#3863 10/05/99 921.3

1) The maximum gross density permitted on the overall CD-21 site shall be 29.7 units per ha/12 units per acre.
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot.

Lot Coverage

921.4 *Buildings* and *structures* shall not cover more than 50% of the *lot area.* Covered porches shall not be included for the purposes of calculating *lot* coverage or *building* footprint.

Siting of Buildings and Structures

921.5

1) *Buildings* and *structures* shall be sited in accordance with the provisions of the Development Permit.
2) Except as provided for in Sections 104.4 and 921.6, no principal *building* or *structure* shall be sited less than:
   a) 5.0 metres from a *front lot line;*
   b) 5.0 metres from a *rear lot line*, except where a *rear lot line* abuts an RU-10 zone the minimum rear yard shall be 15 metres.
   c) 1.2 metres from a *side lot line*, except where *lots* abut an RU-10 zone one side yard may be reduced to zero to accommodate an attached dwelling; and except that where an attached garage or carport is located in a required side yard, the side yard may be established at a minimum of 0.45 metres;
   d) 1.8 metres from a *flanking street*;
   e) in the case of a *flanking street*, no part of any *building, structure* or fence located on a *corner lot* shall project into the triangular area created by a line joining 2 points 7.5 metres from the front of the *lot* of each *lot line* abutting the intersection, at any *height* above 1.0 metre.
3) Except as provided for in Section 104.4, no *accessory building* or *structure* shall be sited less than:
   a) 5.0 metres from a *front lot line;*
   b) 1.5 metres from a *rear lot line*, except where a *rear lot line* abuts an RU-10 zone the minimum rear yard shall be 15 metres;

c) 1.5 metres from a *side lot line*; and
d) 1.8 metres from a *flanking street.*

Siting Exceptions

921.6 Subject to Section 921.5 2) e) where covered porches or verandahs project beyond the front of flanking façade of a *building*, the minimum required front or flanking setback may be reduced by not more than 1.5 metres, providing that such a reduction shall apply only to the projecting feature.

Height of Buildings and Structures

#3782 27/07/98 #4339 01/11/04

921.7 Except as provided for in Section 104.5:
1) The *height* of principle *buildings* and *structures* shall not exceed 2 ½ *storeys.*
2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is lesser.
3) Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

921.8 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

921.9 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

921.10 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

921.11 Every application for Comprehensive Development Zone CD-21 shall be accompanied by an application for a Development Permit.

#4138 20/01/03 938 **COMPREHENSIVE DEVELOPMENT ZONE CD-38**

938C **SUBZONE CD-38C (SINGLE FAMILY RESIDENTIAL – COMPACT LOT)**

Uses Permitted

938C.1 In the CD-38C Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 938C.2

Residential Uses

938C.2 ~~No more than one *single family dwelling* is permitted on any one *lot*.~~
One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*

Lot Coverage

938C.3 *Buildings* and *structures* shall not:
cover more than 55% of the *lot area*; nor

1) exceed a maximum *building* footprint of 150 m^2 of all *buildings* and *structures* combined, of which 36 m^2 shall be reserved for a garage; and
2) covered porches, covered verandahs, and covered sun decks shall not be included for the purposes of calculating *lot coverage.*

Height of Buildings and Structures

#4339 01/11/04 938C.4

1) Except as provided for in Section 104.5, the *height* of principal *buildings* and *structures* shall be in accordance with the provisions of the Development Permit, and shall not exceed 9 metres or 2 ½ *storeys* whichever is less.
2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is less.
3) Notwithstanding sub-sections 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Siting of Buildings and Structures

938C.5 1) Except as provided for in Section 104.4 or in the Development Permit, no principal *building* or *structure* shall be sited less than:
   a) 6.0 metres from a *front lot line*, except as follows:
      i) the front face of a garage or principal *building* may be sited between 2.5 metres and 6.0 metres from the *front lot line*, provided that 6.0 metres horizontal distance is provided for parking between the front face of the garage or principal *building* and the back of the sidewalk, or, if a sidewalk is not required to be constructed, between the front face of the principal *building* and back of the curb; and
      ii) the front face of the principal *building*, excluding a garage but including porches, verandahs or stairs, may be sited between 2.5 metres and 6.0 metres from the *front lot line;*
   b) 4.5 metres from a *rear lot line*;
   c) 1.2 metres from a *side lot line*;
   d) 1.2 metres where a *side lot line* abuts a flanking limited or local *street*, except that the front face of the garage or principal *building* may be sited between 2.5

metres and 6.0 metres from the *side lot line* to provide a minimum 6.0 metre horizontal distance for parking between the front face of the garage or principal *building* and the back of the sidewalk, or, if a sidewalk is not required to be constructed, between the front face of the principal *building* and back of curb (subject to Section 938C.5 3)); and

e) 3.0 metres where a *side lot line* abuts a flanking arterial or collector *street*.

2) *Accessory buildings* and *structures* shall not be sited less than:
   a) 7.5 metres from a *front lot line*;
   b) 0.6 metres from a *rear lot line*;
   c) 0.6 metres from a *side lot line*, except where the *side lot line* abuts a flanking limited local or local *street* (subject to Section 938C.5 3)) a setback of 1.2 metres is required; and
   d) 3.0 metres where the *side lot line* abuts a flanking arterial or collector *street* (subject to Section 938C.5 3)).
3) Notwithstanding Sections 938C.5 1) and 2), on a *corner lot* no part of any *building, structure* or fence greater than 1 metre in *height* (where *height* is measured at the intersection of the centre lines of the *streets*) shall project into the triangular area created by a line joining two points:
   a) 6.0 metres from the projected *lot lines* abutting a limited local or local *street* intersection; or
   b) 7.5 metres from the projected *lot lines* abutting arterial and/or collector *street* intersections.

Parking and Loading

938C.6 Parking and loading shall be provided in accordance with Section 107 except as follows:
   a) a minimum of four (4) parking spaces shall be provided per lot;
   b) a minimum of two (2) of the four (4) parking spaces shall be located in a fully enclosed garage accommodating side by side parking;
   c) the minimum width of a garage shall be 6 metres;
   d) no carports are permitted;
   e) no *tandem parking* within a garage is permitted;
   f) two (2) of the four (4) parking spaces shall be provided in a driveway located:
      i) in that portion of the front yard in front of the garage; or
      ii) in a sideyard of a flanking limited local or local road in accordance with all other provisions of this Section;
   g) *street* rights-of-way may be utilized to accommodate parking spaces in front of a garage provided that parked *vehicles* do not encroach or interfere with sidewalks or streetways;
   h) the minimum distance between the back of curb, or the back of sidewalk where one is required, to the front of the garage door shall be 6.0 metres;
   i) the minimum width of a driveway shall be 6.0 metres;
   j) driveway locations shall be coordinated to maximize on-street parking and street tree siting in accordance with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Subdivision Requirements

938C.7 In the CD-38C Subzone, all *lots* created by *subdivision* shall comply with the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and shall have a minimum *lot area* of 220 m^2, a minimum *frontage* of 11 metres, a minimum *corner lot* width of 13.5 metres, and a minimum *lot depth* of 18 metres.

Landscaping, Screening and Fencing

938C.8 Landscape areas, landscape screens and fencing shall comply with Section 111, except as specifically modified by the terms of a Development Permit or approved Exterior Design Control Agreement.

Development Permit Requirements

938C.9 An application for a Development Permit shall be submitted to and issued by Council prior to issuance of a Building Permit.

#4008 04/03/02 953 **COMPREHENSIVE DEVELOPMENT ZONE CD-53**

Uses Permitted

953.1 In the CD-53 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3 l)
3) *residential uses* subject to Section 953.2

Residential Density

953.2 ~~No more than one *single family dwelling* is permitted on any one *lot.*~~

1) One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
2) *Single family dwellings* shall comply with the provisions of the Development Permit.

Lot Coverage

953.3 *Buildings* and *structures* shall not cover more than 55% of the *lot area*. Covered porches, verandahs and sun decks shall not be included for the purposes of calculating *lot coverage* or *building* footprint.

Siting of Buildings and Structures

953.4 1) Except as provided for in Section 104.4 or in the Development Permit, no principal *building* or *structure* shall be sited less than:
   a) 2.74 metres from a *front lot line* (except for covered porches which shall not be sited less than 1.52 metres from the *front lot line*);
   b) 4.57 metres from a *rear lot line*, except where the *rear lot line* abuts a CD-53 zone the minimum rear yard shall be 3 metres;
   c) 1.2 metres from a *side lot line*;
   d) 3.35 metres from a *side lot line* where the *side lot line* abuts a *flanking street*;
   e) in the case of a *flanking street*, no part of any *building*, *structure* or fence located on a *corner lot* shall project into the triangular area created by a line joining 2 points 6.0 metres from the front of the *lot* of each *lot line* abutting the intersection, at any *height* above 1.0 metre.

2) Except as provided for in Section 104.4, no *accessory building* or *structure* shall be sited less than:
   a) 2.74 metres from a *front lot line;*
   b) 1.5 metres from a *rear lot line*;
   c) 1.2 metres from a *side lot line*;
   d) 3.35 metres from a *side lot line* where the *side lot line* abuts a *flanking street*.

Height of Buildings and Structures

#4339 01/11/04 953.5 1) The *height* of principal *buildings* and *structures* shall be in accordance with the provisions of the Development Permit and shall not exceed two *storeys* in *height*.

2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is less.

3) Notwithstanding sub-section 1) and 2), the maximum *height* of "Quonset" or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

953.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

953.7 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

953.8 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

953.9 Every application for Comprehensive Development Zone CD-53 shall be accompanied by an application for a Development Permit.

#4020 00/07/02 954 **COMPREHENSIVE DEVELOPMENT ZONE CD-54**

Uses Permitted

954.1 In the CD-54 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 954.2

Residential Uses

954.2 ~~No more than one *single family dwelling* is permitted on any one *lot.*~~

1) One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
2) *Single family dwellings* shall comply with the provisions of the Development Permit.

Accessory Buildings

954.3 *Accessory buildings* shall comply with the provisions of the Development Permit.

Lot Coverage

954.4 *Buildings* and *structures* shall not cover more than 50% of the *lot* area. Covered porches, verandahs and sun decks shall not be included for the purposes of calculating *lot coverage*.

Siting of Buildings and Structures

954.5 1) Except as provided for in Section 104.4 and 954.6 and the provisions of the Development Permit, no principal *building* or *structure* shall be sited less than:
   a) 2.5 metres from a *front lot line* for *lots* with *lane* access having *frontage* on 201 Street, 201A Street, 70 Avenue or 70A Avenue;
   b) 2.5 metres from a *front lot line* for *lots* without *lane* access, except that garages shall be set back 6.0 metres from the face of the garage door to the back of the curb or sidewalk on the adjacent municipal *street*;
   c) 5.2 metres from a *rear lot line*;
   d) 1.2 metres from a *side lot line*;
   e) 2.4 metres from a *side lot line* where the *side lot line* abuts a *flanking street* or *lane*.

2) Except as provided for in Section 104.4 and 954.6 and the provisions of the Development Permit, no *accessory building* or *structure* shall be sited less than:
   a) 7.5 metres from a *front lot line;*
   b) 1.0 metres from a *rear lot line*;
   c) 1.2 metres from a *side lot line*, except that detached garages on *lots* with *lane* access having *frontage* on 201 Street, 201A Street, 70 Avenue or 70A Avenue may have one side yard of 0 (zero) metres;
   d) 2.4 metres from a *side lot line* where the *side lot line* abuts a *flanking street* or *lane*.

3) Notwithstanding the above, on a *corner lot*, no part of any *building, structure* or fence greater than 1.0 metres in *height* shall project:
   a) into the triangular area created by a line joining two points 7.5 metres from the projected *lot lines* abutting the intersection of two local *streets;*

b) into the triangular area created by a line joining two points 7.5 metres from the projected curb line of a local *street* and the projected *lot line* on a *lane* abutting the intersection of a local *street* and a *lane;*
c) into the triangular area created by a line joining two points 6.0 metres from the projected *lot lines* abutting the intersection of two *lanes.*

4) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required front or flanking setback may be reduced by not more than 1.5 metres, providing that such a reduction shall apply only to the projecting feature.

Height of Buildings and Structures

#4339 01/11/04 954.6 1) The *height* of principal *buildings* and *structures* shall be in accordance with the provisions of the Development Permit and shall not exceed two *storey*s in *height*.

2) The *height* of *accessory buildings* and *structures* shall be in accordance with the provisions of the Development Permit, and shall not exceed 3.75 metres or one *storey*, whichever is lesser.

3) Notwithstanding sub-section 1) and 2), the maximum *height* of “Quonset” or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

954.7 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

954.8 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

954.9 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of the Development Permit.

Development Permit Requirements

954.10 Every application for Comprehensive Development Zone CD-54 shall be accompanied by an application for a Development Permit.

#4086 06/03/06 955 **COMPREHENSIVE DEVELOPMENT ZONE CD-55**

		Type 1	Type 2
955.1	*Uses* Permitted (and all other *uses* are prohibited)	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) and restricted to a maximum *gross floor area* of 30 m^2 • ~~single family residential uses~~ residential uses subject to Section 955.4	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) and restricted to a maximum *gross floor area* of 30 m^2 • ~~single family residential uses~~ residential uses subject to Section 955.4
955.2	Subdivision Requirements		
	1. Minimum *lot area*	400 m^2	345 m^2
	2. Minimum *frontage*	13.5 m [1)]	13.5 m [1)]
	3. Minimum *lot depth*	30 m	26 m
955.3	Maximum *lot coverage*	50%	50%
955.4	Density	• ~~the maximum number of dwelling units per lot shall not exceed 1~~ • ~~g~~Gross floor area (excluding garage) of a single family dwelling shall not exceed 320 m^2 • One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*	• ~~the maximum number of dwelling units per lot shall not exceed 1~~ • ~~g~~Gross floor area (excluding garage) of a single family dwelling shall not exceed 311 m^2 • One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
955.5	Principal Building Setbacks	[13)]	[13)]
	1. *Front lot line*	3.0 m [2) 3)]	3.0 m [2) 3)]
	2. *Rear lot line*	7.5 m [3)]	6.0 m [3)]
	3. *Side lot line*	1.2 m	1.2 m
	4. Side yard on flanking *street*	3.0 m [3)]	3.0 m [3)]
	5. Garage Setbacks	6.0 m [4)]	6.0 m [4)]
955.6	Accessory Building and Structure Setbacks	[13)]	[13)]
	1. *Front lot line*	[5)]	[5)]
	2. *Rear lot line*	1.5 m [3)]	1.5 m [3)]
	3. *Side lot line*	1.2 m	1.2 m
	4. Side yard on *flanking street*	3.0 m [3)]	3.0 m [3)]
955.7	Maximum Building Height		
	1. Principal *Building*	9.0 m or 2 ½ *storeys* whichever is less	9.0 m or 2 ½ *storeys* whichever is less
	2. *Accessory Building* and *Structure*	3.75 m or 1 *storey* whichever is less	3.75 m or 1 *storey* whichever is less
955.8	Parking and Loading	• 2 spaces per *dwelling unit* shall be provided completely within a garage [6)], plus • 2 additional spaces shall be provided in the driveway in accordance with Section 955.5 5)	• 2 spaces per *dwelling unit* shall be provided completely within a garage [6)], plus • 2 additional spaces shall be provided in the driveway in accordance with Section 955.5 5)

955.9	Landscaping, Screening and Fencing	In accordance with Development Permit Area guidelines	In accordance with Development Permit Area guidelines.

		Type 3	**Type 4**
955.1	*Uses* Permitted (and all other *uses* are prohibited)	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) and restricted to a maximum *gross floor area* of 30 m^2 7) • ~~single *family residential uses*~~ *residential uses* subject to Section 955.4	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) and restricted to a maximum *gross floor area* of 30 m^2 8) • ~~single *family residential uses*~~ *residential uses* subject to Section 955.4
955.2	Subdivision Requirements		
	1. Minimum *lot area*	320 m^2	325 m^2
	2. Minimum *frontage*	11.0 m 1)	11.0 m 1)
	3. Minimum *lot depth*	30 m	30.5 m
955.3	Maximum *lot coverage*	50%	50%
955.4	Density	~~• the maximum number of *dwelling units* per lot shall not exceed 1~~ • ~~g~~G*ross floor area* (excluding garage) of a *single family dwelling* shall not exceed 350 m^2 • One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot*.	~~• the maximum number of *dwelling units* per *lot* shall not exceed 1~~ • ~~g~~G*ross floor area* (excluding garage) of a *single family dwelling* shall not exceed 350 m^2 One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot*.
955.5	Principal Building Setbacks	13)	13)
	1. *Front lot line*	3.0 m 2) 3)	3.0 m 2) 3)
	2. *Rear lot line*	7.5 m 3)	7.5 m 3) or 30 m from the CN right-of-way whichever is greater
	3. *Side lot line*	1.2 m	1.2 m
	4. Side yard on flanking street	3.0 m 3)	3.0 m 3)
955.6	Accessory Building and Structure Setbacks	13)	13)
	1. *Front lot line*	5)	5)
	2. *Rear lot line*	1.5 m 3)	1.5 m 3)
	3. *Side lot line*	1.2 m	1.2 m
	4. Side yard on *flanking street*	3.0 m 3)	3.0 m 3)
955.7	Maximum Building Height		
	1. Principal *Building*	9.0 m or 2 ½ *storeys* whichever is less	9.0 m or 2 ½ *storeys* whichever is less
	2. *Accessory Building* and *Structure*	7.5 m or 1 *storey* whichever is less	7.5 m or 1 *storey* whichever is less
955.8	Parking and Loading	• 2 spaces per *dwelling unit* shall be provided completely within a garage 6), plus • 1 additional space shall be provided abutting a *lane*	• 2 spaces per *dwelling unit* shall be provided completely within a garage 6), plus • 1 additional space shall be provided abutting a

		and may encroach into a non-flanking side yard	*lane* and may encroach into a non-flanking side yard
955.9	Landscaping, Screening and Fencing	In accordance with Development Permit Area guidelines	In accordance with Development Permit Area guidelines.

		Type 5 [9]
955.1	*Uses* Permitted (and all other *uses* are prohibited)	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) and restricted to a maximum *gross floor area* of 30 m^2 [8] • single *family residential uses* subject to Section 955.4
955.2	Subdivision Requirements	
	1. Minimum *lot area*	180 m^2
	2. Minimum *frontage*	6.0 m [1]
	3. Minimum *lot depth*	30 m
955.3	Maximum *lot coverage*	60%
955.4	Density	• the maximum number of *dwelling units* per *lot* shall not exceed 1 • *gross floor area* (excluding garage) shall not exceed 210 m^2
955.5	Principal Building Setbacks	[13]
	1. *Front lot line*	3.0 m [2] [3]
	2. *Rear lot line*	7.5 m [3]
	3. *Side lot line*	0 m [10]
	4. Side yard on flanking street	3.0 m [3]
955.6	Accessory Building and Structure Setbacks	[13]
	1. *Front lot line*	[5]
	2. *Rear lot line*	1.5 m [3]
	3. *Side lot line*	0 m [10]
	4. Side yard on *flanking street*	3.0 m [3]
955.7	Maximum Building Height	
	1. Principal *Building*	9.0 m or 2 ½ *storeys* whichever is less
	2. *Accessory Building* and *Structure*	7.5 m or 1 ½ *storeys* whichever is less (2 *storeys* are permitted where *lots* back onto a combination of *lane* and railway tracks)
955.8	Parking and Loading	• 2 spaces per *dwelling unit* shall be provided completely within an *accessory building*

		• *tandem parking* within an *accessory building* is not permitted
955.9	Landscaping, Screening and Fencing	In accordance with Development Permit Area guidelines

		Type 6	**Type 7**
#4828 11/04/11 955.1	*Uses* Permitted (and all other *uses* are prohibited)	• *accessory buildings* and *uses* • *accessory home occupations* located on the ground floor subject to Section 104.3 • *townhouses* subject to Section 955.4	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 l) • seniors' residence / seniors' *apartments* / *seniors' housing*
955.2	Subdivision Requirements		
	1. Minimum *lot area*	2,000 m^2	4250 m^2
	2. Minimum *frontage*	30 m [1)]	0 m
	3. Minimum *lot depth*	15 m	0 m
955.3	Maximum *lot coverage*	40%	70%
955.4	Density	the maximum number of *dwelling units* shall not exceed 11	the maximum net density shall not exceed 100 residential units
955.5	Siting of Buildings and Structures	*Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit [13)]	*Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit [13)]
955.6	Maximum Building Height		
	1. Principal *Building*	10.5 m or 3 *storeys*, whichever is lesser	12 m or 3 *storeys* whichever is less
	2. *Accessory Building* and *Structures*	3.75 m or 1 *storey* whichever is lesser	7.5 m or 2 *storeys* whichever is less
955.7	Parking and Loading	In accordance with the provisions of a Development Permit	In accordance with Section 107
955.8	Landscaping, Screening and Fencing	In accordance with the provisions of a Development Permit	In accordance with the provisions of a Development Permit

		Type 8	**Type 9**
# #4828 11/04/11 955.1	*Uses* Permitted (and all other *uses* are prohibited)	• *accessory buildings* and *uses* • *accessory home occupations* subject to Section 104.3 • accessory ground floor *commercial uses* • *apartments* subject to Section 955.4	• public parks, playgrounds and recreational facilities • municipal trails and walkway • accessory recreational *buildings* and *structures* including a caretaker's residence • environmental and open space areas
955.2	Subdivision Requirements		
	1. Minimum *lot area*	4,500 m^2	0 m^2
	2. Minimum *frontage*	115 m	0 m
	3. Minimum *lot depth*	25 m	0 m

955.3	Maximum *lot coverage*	60%	not applicable
955.4	Density	the maximum number of *dwelling units* shall not exceed 77	not applicable
955.5	Siting of Buildings and Structures	*Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit [13)]	*Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit [13)]
955.6	Maximum Building Height		
	1. Principal *Building*	13.5 m or 4 *storeys* whichever is lesser	7.5 m or 2 *storeys* whichever is less
	2. *Accessory Building* and *Structures*	3.75 m or 1 *storey* whichever is lesser	3.75 m or 1 *storey* whichever is less
955.7	Parking and Loading	In accordance with the provisions of a Development Permit	In accordance with Section 107
955.8	Landscaping, Screening and Fencing	In accordance with the provisions of a Development Permit	In accordance with the provisions of a Development Permit

		Type 10	
955.1	*Uses* Permitted (and all other *uses* are prohibited)	parking *lot* (subject to the provisions of a Development Permit)	

Footnotes for Sections 955.1 to 955.9

1) for *corner lots* flanking a *highway* (excluding a flanking land for Types 1, 2, 3, 4) the minimum *frontage* is as follows:

Type 1	Type 2	Type 3	Type 4	Type 5	Type 6
15.3 m	15.3 m	12.8 m	12.8 m	9.0 m	9.0 m

2) an enclosed porch or verandah may be permitted to encroach up to 1.5 m into the required front yard.

3) no *building, structure*, fence, berm of earth or landscaping shall be permitted on a *corner lot* within a triangular area created by a line joining two points 4.5 metres from *lot line*s abutting the intersection of two local *streets* and 7.5 metres from *lot line*s abutting the intersection of any combination of local (except local and local), collector or arterial *streets*, at any *height* above 1.0 metres, the elevation of which is to be measured at the intersection of the centre lines of the two *streets*.

4) to be measured from the garage door face to the back of sidewalk or where there is no sidewalk to back of curb

5) *accessory buildings* and *structures* are not permitted in the front yard.

6) *tandem parking* in a garage is not permitted.

7) *accessory home occupations* are permitted above a garage as long as the maximum number of *accessory home occupations* on a *lot* does not exceed 1.

8) an *accessory home occupation* is permitted in the principal *building* and/or one (1) *accessory home occupation* above a garage for Type 4, 5 and 6 *lots* backing onto a combination of *lane* and railway tracks. Each *accessory home occupation* shall not exceed a *gross floor area* of 30 m^2 except for Types 4, 5 and 6 *lots* backing onto a combination of *lane* and railway tracks where each *accessory home occupation* shall not exceed a *gross floor area* of 40 m^2.

9) where the front yard of a Type 5 zone directly abuts a Type 10 zone, Type 3 *uses* are permitted subject to the provisions of the Type 3 zone.

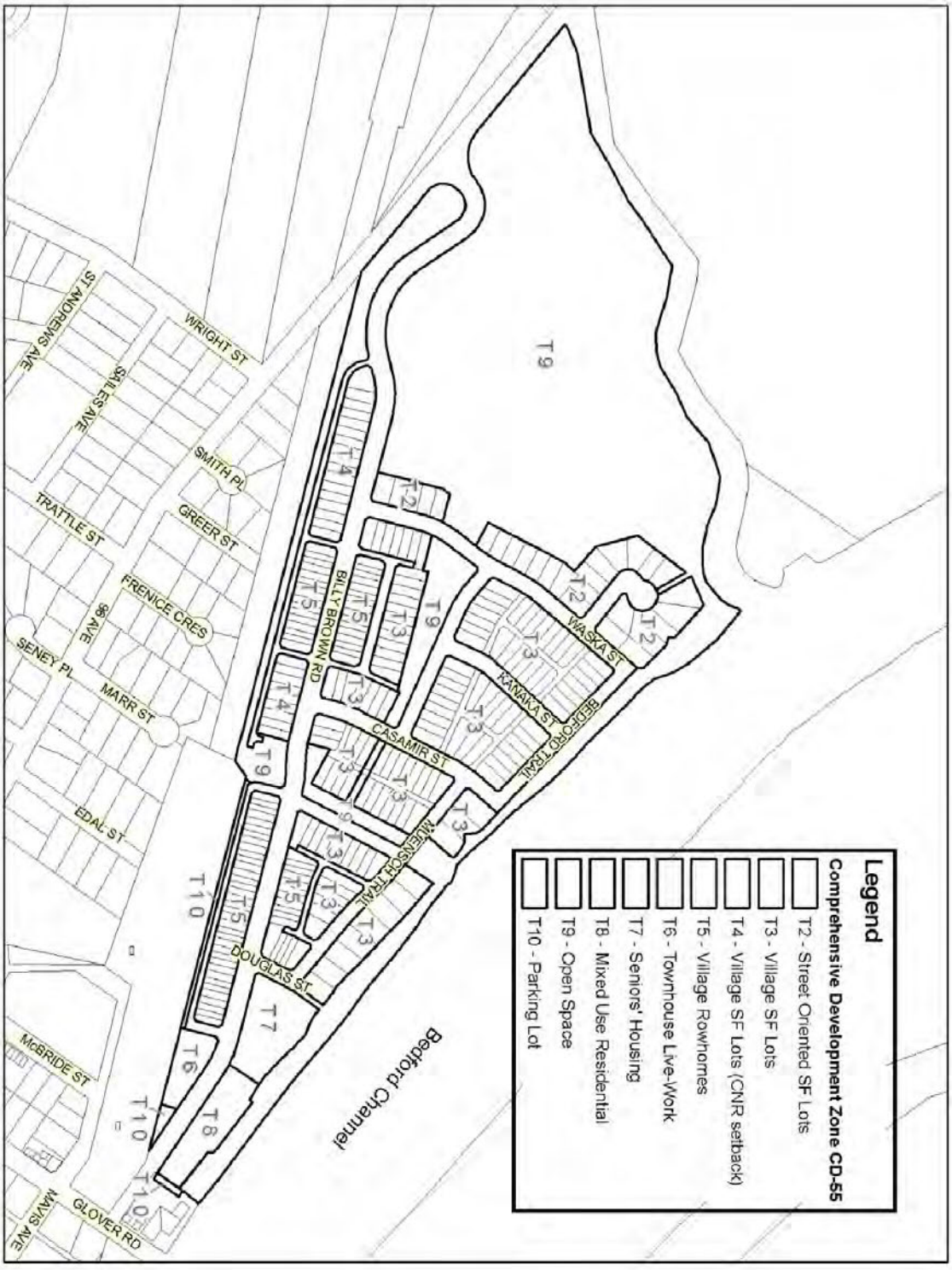
10) zero (0 m) *side lot line* setbacks are permitted as long as the maximum number of continuous *buildings* where both *side lot line* setbacks are zero (0 m) does not exceed six (6).

11) for the purposes of this Section 'fast food *restaurants*' are defined as *restaurants* having a drive-thru component.
12) any *residential use* must be located above the first floor.
13) subject to Sections 104.4 (except 104.4 4)), 104.15 and 105.1 2).

Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended

955.10 1) All works and services shall be provided in accordance with the standards of the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended, except that local residential roads may be dedicated to a 16.8 metre width standard and constructed to an 8.6 metre asphalt width standard to the acceptance of the General Manager of Engineering.
2) Billy Brown Road shall be dedicated to a width and constructed to a standard acceptable to the General Manager of Engineering.

#4828 – 11/04/11
955.11



#4102 17/06/02 956 **COMPREHENSIVE DEVELOPMENT ZONE CD-56**

Uses Permitted

956.1 In the CD-56 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings*
2) *accessory home occupations* subject to Section 104.3 l)
3) *residential uses* subject to Section 956.2

Residential Uses

956.2 ~~No more than one *single family dwelling* is permitted on any one *lot.*~~

1) One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
2) *Single family dwellings* shall comply with the provisions of the Development Permit.

Lot Coverage

956.3 *Buildings* and *structures* shall not cover more than 50% of the *lot area*. Covered porches, verandahs and sun decks shall not be included for the purposes of calculating *lot coverage* or *building* footprint.

Siting of Buildings and Structures

956.4 1) Except as provided for in Section 104.4, no principal *building* or *structure* shall be sited less than:
   a) 5.0 metres from a *front lot line*;
   b) 7.5 metres from a *rear lot line* where *lots* are not adjacent to the 208 Street connector;
   c) 12.2 metres from a *rear lot line* where *lots* are adjacent to the 208 Street connector, except for decks which may project a maximum of 3.7 metres into the required setback;
   d) 1.2 metres from a *side lot line*;
   e) in the case of a *flanking street*, no part of any *building*, *structure* or fence located on a *corner lot* shall project into the triangular area created by a line joining 2 points 6.0 metres from the front of the *lot* of each *lot line* abutting the intersection, at any *height* above 1.0 metre.

2) Except as provided for in Section 104.4, no *accessory building* or *structure* shall be sited less than:
   a) 5.0 metres from a *front lot line*;
   b) 1.5 metres from a *rear lot line*;
   c) 1.2 metres from a *side lot line.*

Height of Buildings and Structures

4339 01/11/04 956.5 1) The *height* of principal *buildings* and *structures* shall be in accordance with the provisions of the Development Permit, and shall not exceed two *storey*s in *height*, except that rear elevations of *lots* shall not exceed three *storey*s in *height*.

2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is less.

3) Notwithstanding sub-sections 1) and 2), the maximum *height* of “Quonset” or similar type hoop or arch *buildings* having a semicircular roof curving continuously downwards to form walls shall be a maximum of 2.0 metres.

Parking and Loading

956.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

956.7 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

#4180 06/27/05 958 **COMPREHENSIVE DEVELOPMENT ZONE CD-58**

Uses Permitted

958.1 In the CD-58 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3 l)
3) *group children's day care*
4) ~~*single family dwellings*~~ *small-scale multi-unit housing developments* in accordance with the provisions of the Residential Compact Lot Zone R-CL
5) *townhouses*

Density

958.2 1) The maximum density permitted shall not exceed 30 units per hectare in accordance with the provisions of the Willoughby Community plan.

2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot.

Amenity Areas

958.3 1) *Amenity areas* shall be provided in accordance with the provisions of a Development Permit.

2) In non-adult oriented developments a children's play area containing suitable children's play equipment shall also be provided in accordance with the provisions of a Development Permit.

Lot Coverage

958.4 *Buildings* and *structures* shall not cover more than 40% of the *lot area*.

Siting of Buildings and Structures

958.5 *Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit.

Height of Buildings and Structures

958.6 Except as provided for in Section 104.5:

1) The *height* of principal *buildings* and *structures* including a clubhouse or recreation *building* shall not exceed 9 metres nor 2 ½ *storeys*;
2) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres.

Parking and Loading

958.7 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

958.8 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

958.9 Landscape areas, landscape screens and fencing shall be provided in accordance with the provisions of a Development Permit.

Development Permit Requirements

958.10 An application for a Development Permit shall be submitted to Council for its consideration prior to issuance of a Building Permit.

#4610 07/04/08 970 **COMPREHENSIVE DEVELOPMENT ZONE CD-70**

Uses Permitted

970.1 In the CD-70 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 970.2

Residential Uses

970.2 ~~No more than one *single family dwelling* is permitted on any one *lot.*~~
One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*

Lot Coverage

970.3 *Buildings* and *structures* shall not cover more than 50% of the *lot area*.

Siting of Buildings and Structures

970.4 1) Except as provided for in Section 104.4 and 105.1 2), no principal *building* or *structure* shall be sited less than:
   a) 4.5 metres from a *front lot line:*
      i) The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire front and flanking façade of the first *storey*. For the purpose of measuring this setback, structural supports of the first *storey*, covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* façade;
   b) 4.5 metres from a *rear lot line* except that the garage door shall be sited a minimum of 6.0 metres from the *rear lot line*;
   c) 1.5 metres from a *side lot line*; and
   d) 4.5 metres where the *side lot line* abuts a *flanking street.*
2) Except as provided for in Section 104.4, 104.15 and 105.2 2), no *accessory building* or *structure* shall be sited less than:
   a) 7.5 metres from a *front lot line*;
   b) 1.5 metres from a *rear lot line*;
   c) 1.5 metres from a *side lot line*;
   d) 4.5 metres where the *side lot line* abuts a *flanking street.*

Height of Buildings and Structures

970.5 Except as provided for in Section 104.5:

1) The *height* of *buildings and structures* shall not exceed 9 metres or two *storey*s whichever is less.
2) The *height* of *accessory buildings and structures* shall not exceed 3.75 metres or one *storey*, whichever is lesser.
3) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric material, shall be a maximum of 2.0 metres.

Parking and Loading

970.6 1) Parking and loading shall be provided in accordance with Section 107.
2) Detached garages are not permitted.

Subdivision Requirements

970.7 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

970.8 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

Development Permit Requirements

970.9 An application for a Development Permit shall be submitted to Council for its consideration prior to issuance of a Building Permit.

#4647 15/06/09 973 **COMPREHENSIVE DEVELOPMENT ZONE CD-73**

Uses Permitted

973.1 In the CD-73 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *apartments*
4) ~~*single family dwellings* subject to no more than one *single family dwelling* being permitted on any one *lot*.~~*small-scale multi-unit housing developments*
5) *seniors' housing* not exceeding a total of 155 units

Residential Density

973.2 1) The maximum overall residential density permitted on the combined *apartment* and single *family* portion of the CD-73 site shall not exceed 87 units per hectare (35 units per acre) of *lot area*.

2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot.

Lot Coverage

973.3 *Buildings and structures* shall not cover more than 35% of the *lot area*.

Siting of Buildings and Structures

#5019 28/10/13 973.4 *Seniors' housing building*, *apartment buildings* and *single family dwellings* 5 to 8, and *structures* shall be sited in accordance with the provision of a Development Permit. *Single family dwellings* shall be sited in accordance with Section 401.5.

Height of Buildings and Structures

#5019 28/10/13 973.5 Except as provided for in Section 104.5 the *height* of *seniors' housing* and *apartment buildings and structures* shall not exceed 4 *storey*s or 15.5 metres, whichever is less. The *height* of *single family dwellings* shall be in accordance with Section 401.6.

Parking and Loading

973.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

973.7 All *lots* created by *subdivision* shall comply with Section 110 of this bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

973.8 Landscape areas, landscape screens and fencing shall be provided in accordance with the Development Permit.

Development Permit Requirements

973.9 An application for a Development Permit shall be submitted to Council for its consideration prior to issuance of a Building Permit.

#4961 09/06/14 985 **COMPREHENSIVE DEVELOPMENT ZONE CD-85**

Uses Permitted

985.1 In the CD-85 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3 l)
3) *residential uses* subject to Section 985.2

Residential Uses

985.2 1) *Residential uses* shall consist of *apartments, townhouses,* ~~*two family dwellings* (duplex)~~ and ~~*single family dwellings*~~ *small-scale multi-unit housing developments* (subject to Section 403 Residential Compact Lot Zone (R-CL)) with a maximum of 507 *dwelling units* permitted in total on lands rezoned by Bylaw No. 4961.

2) Sub-section 1) notwithstanding, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

Location of Residential Uses

985.3 The location of each *residential use* shall be in accordance with Section 985.11.

Lot Coverage

985.4 The maximum permitted *lot coverage* of *buildings* and *structures* shall be in accordance with the following:

Lot (1)	Maximum permitted *lot coverage* of *buildings* and *structures*
1	35%
2	40%
3	42%
4	In accordance with Section 403
5a & 5b	30%
6	45%

(1) As indicated in Section 985.11

Siting of Buildings and Structures

985.5 *Buildings* and *structures* shall be sited in accordance with the provisions of a Development Permit.

Height of Buildings and Structures

985.6 Except as provided for in Section 104.5, the *height* of principal *buildings* and *structures* shall be in accordance with and not exceed Section 985.11 and a Development Permit. The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres or one *storey*, whichever is lesser.

Parking and Loading

985.7 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

985.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and as follows:

Lot (1)	Minimum Lot Area
1	2500 m^2
2	5000 m^2
3	5000 m^2
4	In accordance with Section 403
5a & 5b	4000 m^2 (total area of Lot 5a and 5b
6	6000 m^2

(1) As indicated in Section 985.11

Landscaping, Screening and Fencing

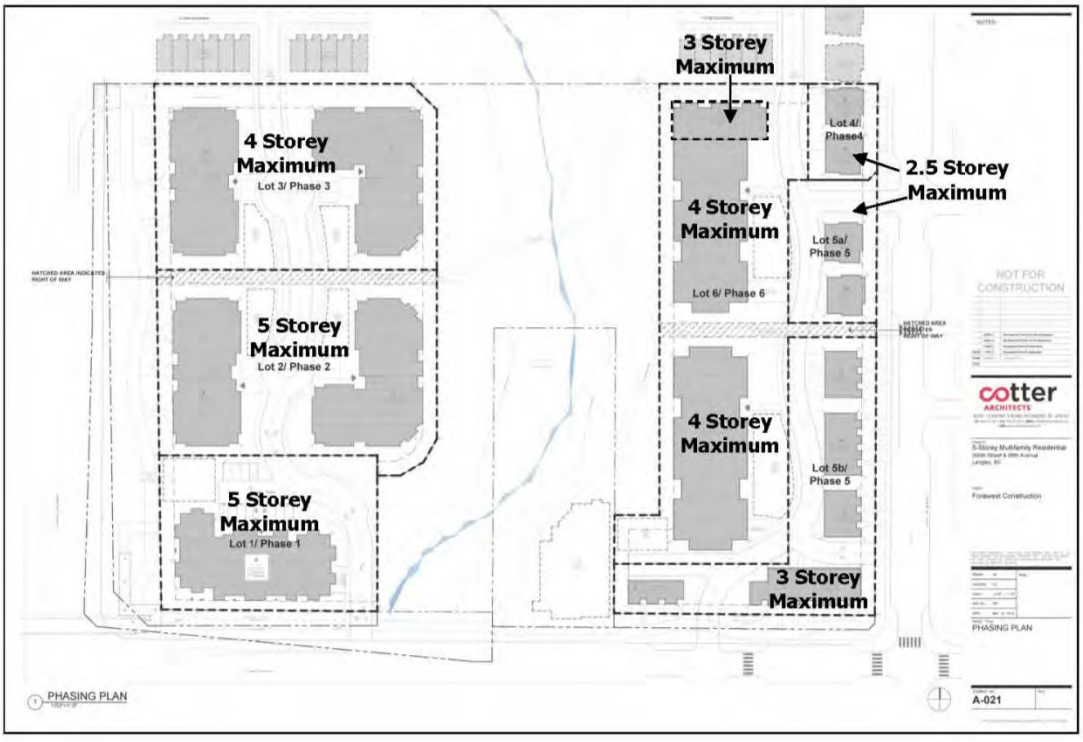
985.9 Landscaping areas, landscaping screens and fencing shall be provided in accordance with the Development Permit.

Development Permit Requirements

985.10 A Development Permit shall be issued by Council prior to issuance of a Building Permit.

Phasing Plan

985.11 Development in this zone shall conform substantially with Drawing A-021 prepared by Cotter Architects dated May 10, 2010 as shown below:



#4876 08/09/14 986 **COMPREHENSIVE DEVELOPMENT ZONE CD-86**

Uses Permitted

986.1 In the CD-86 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to Section 986.2
4) *agricultural uses*, where the property with the *agricultural use* is located within the Agricultural Land Reserve

Residential Uses

986.2 Subject to the provisions of the Agricultural Land Commission Act where applicable, ~~N~~no more than one (1) of the following ~~*single family dwelling*~~ is permitted on ~~any~~ one (1) *lot*~~.~~:

1) One (1) *small-scale multi-unit housing development*, or
2) One (1) *single family dwelling*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*.

Lot Coverage

986.3 *Lot coverage* shall be in accordance with Section 303.3.

Siting of Buildings and Structures

986.4 1) Except as provided for in Sections 104.4 and 105.1(2), no principal *building* or *structure* shall be sited less than:
   a) 7.5 metres from a *front lot line*;
   b) 30.0 metres from a *rear lot line*;
   c) 3.0 metres from a *side lot line;*
   d) 4.5 metres where the *side lot line* abuts a flanking street.

2) Except as provided for in Section 104.4, 104.15 and 105.1 2), no *accessory building* or *structure* shall be sited less than:
   a) 7.5 metres from a *front lot line*;
   b) 1.5 metres from a *rear lot line*;
   c) 1.5 metres from a *side lot line*;
   d) 4.5 metres where the *side lot line* abuts a *flanking street.*

Height of Buildings and Structures

986.5 The *height* of *buildings* and *structures* shall be in accordance with Section 303.5.

Parking and Loading

986.6 Parking and loading shall be provided in accordance with Section 107.

Subdivision Requirements

986.7 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw and the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.

Landscaping, Screening and Fencing

986.8 Landscaping areas, landscaping screens and fencing shall comply with Section 111.

#4976 12/02/13 991 **COMPREHENSIVE DEVELOPMENT ZONE CD-91**

Uses Permitted

991.1 In the CD-91 Zone only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *structures*
2) *accessory home occupations* subject to Section 104.3
3) ~~*single family dwellings*~~ *residential uses* subject to Section 991.2

Maximum Density

991.2 1) Notwithstanding sub-section 991.8, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

2) ~~No more than one *single family dwelling* is permitted on any one *lot*.~~ One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*

Lot Coverage

991.3 1) *Buildings* and *structures* shall not cover more than 50% of the *lot area*. Covered verandahs, porches, patios and entranceways located in the front and flanking yards and *accessory buildings* less than 9.3 m^2 (100 ft^2) shall not be included for the purpose of calculating *lot coverage*.

Siting of Buildings and Structures

991.4 Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

Buildings* and *Structures	**Minimum *Front Lot Line* Setback**	**Minimum *Rear Lot Line* Setback**	**Minimum *Side Lot Line* Setback**	**Minimum *Side Lot Line* Setback (Abutting a *Street*)**
Principal *Building*	2.5 m (1) (3) (4) (5)	6.0 m	1.2 m (3) (4)	*Street*-2.5 m (3) (4) (5)
Accessory Building or *Structure*	N/A (2)	0.6 m (6)	0.6 m (3) (6)	2.5 m (3)

(1) The garage door shall be sited a minimum of 4.5 metres from the property line.

(2) *Accessory buildings* and *structures* are not permitted within the front yard.

(3) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(4) The façade of the second *storey* shall be set back a minimum of 1.2 metres from the entire front and flanking façade of the first *storey*. For the purpose of measuring this setback, structural supports of the first *storey*, covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* façade.

(5) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

(6) The eave and gutter of the *accessory building* or *structure* shall be set back a minimum of 0.3 m from a *lot line*.

Building and Structure Provisions

991.5
1) Entrance stairs to the *basement* are permitted from the rear elevation only.
2) The kitchen, living room and dining areas shall be located on the first *storey*.
3) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric like material, are not permitted.

Height of Buildings and Structures

991.6 Except as provided in Section 104.5
1) The *height* of *single family dwellings* shall not exceed 9.0 meters or 2.5 *storeys*, whichever is the lesser.
2) The surface of the first floor shall not be more than 0.8 metres above the average *lot* grade at any *building* elevation facing a *street*, except where the average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including attached garages) facing a *street* or a *lane* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
3) The *height* of *accessory buildings* and *structures* shall not exceed 3.75 metres.

Parking

991.7 Parking shall be provided in accordance with Section 107 except as follows:
1) A minimum of two side by side spaces in a fully enclosed garage plus a minimum of two side by side outdoor spaces on the front driveway shall be provided. (1) (2) (3) (4)

(1) On a *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 7.0 metres from the projected *lot lines* abutting a *street*, or a *lane*.

(2) Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide.

(3) The two required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.

(4) The required outdoor parking space may extend into a municipal road dedication, but not extend beyond the back of the sidewalk.

Subdivision Requirements

991.8 All *lots* created by *subdivision* shall comply with the Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

Minimum Lot Area (1) (2)	260 m^2
Minimum Corner Lot Area (2)	285 m^2
Minimum Lot Frontage (1) (3)	12.0 m
Minimum Corner Lot Frontage	13.3 m
Minimum Lot Depth	21.5 m (4)
Panhandle Lot	Not permitted

(1) Excluding *corner lots.*

(2) Notwithstanding the minimum *lot area* requirements, the maximum density provisions of Section 991.2 shall apply.

(3) Except for *lots* having frontage on the bulb portion of a permanent urban *residential street* or cul-de-sac in which case the frontage may be reduced to 8.0 metres

(4) On a *corner lot* the Approving Officer may allow a reduction in minimum lot depth when all other Bylaw requirements are met.

Landscaping, Screening and Fencing

991.9 1) Landscaping areas, landscaping screens and fencing shall comply with Section 111 and with the provisions of a Development Permit or approved Exterior Design Control Agreement.

2) Where two properties share a common interior *side lot line*, and where the combined side yard width is less than 3.0 metres, fencing along that property line shall not extend towards the front yard measured from the corner of the rear *building* elevation of either *building*.

1027 COMPREHENSIVE DEVELOPMENT ZONE CD-127

#5407
5/04/19

Uses Permitted

1027.1 In the CD-127 Zone, only the following *uses* are permitted and all other *uses* are prohibited:

1) *accessory buildings* and *uses*
2) *accessory home occupations* subject to Section 104.3
3) *residential uses* subject to 1027.2

Residential Uses

1027.2 1) *Residential uses* shall consist of 82 *apartments* and 5 ~~*single family dwellings*~~ *small-scale multi-unit housing developments* (one *small-scale multi-unit housing development* each on Lot A, B, C, D and E as indicated in Section 1027.12).

2) Overall density shall be in accordance with the provisions of the Southwest Gordon Estate Neighbourhood Plan. ~~No more than one *single family dwelling* is permitted per single family *lot* (Lot A, B, C, D, E as indicated in Section 1027.12).~~

Location of Residential Uses

1027.3 The location of each *residential use* shall be in accordance with Section 1027.12.

Lot Coverage

1027.4 The maximum permitted *lot coverage* of *buildings* and *structures* shall be in accordance with the following:

Lot (1)	***Lot Coverage* Provisions**
Lots A, B, C, D, E	Section 403.4
Lot F	a Development Permit

(1) As indicated in Section 1027.12

Siting of Buildings and Structures

1027.5 *Buildings* and *structures* shall be sited in accordance with the following:

Lot (1)	**Siting Provisions**
Lots A, B, C, D, E	Section 403.8
Lot F	a Development Permit

(1) As indicated in Section 1027.12

Height of Buildings and Structures

1027.6 Except as provided for in Section 104.5, the *height* of *buildings* and *structures* shall be in accordance with the following:

Lot (1)	***Building Height* Provisions**
Lots A, B, C, D, E	Section 403.5
Lot F	Principal *buildings* and *structures* shall not exceed five storeys for Building C(1) and two storeys for Buildings A(1) and B(1), and a Development Permit. *Accessory buildings* and *structures* shall not

	exceed 3.75 metres in height or one *storey*, whichever is lesser.

(1) As indicated in Section 1027.12

Parking and Loading

1027.7 Parking and loading shall be provided in accordance with the following:

Lot (1)	**Parking and Loading Provisions**
Lots A, B, C, D, E	Section 403.9
Lot F	Section 107

(1) As indicated in Section 1027.12

Subdivision Requirements

1027.8 All *lots* created by *subdivision* shall comply with Section 110 of this Bylaw, the Township of Langley Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended and the following:

Lot (1)	**Subdivision Provisions**
Lots A, B, C, D, E	Sections 403.6 and 403.7
Lot F	Minimum lot size: 8,100 m^2

(1) As indicated in Section 1027.12

Landscaping, Screening and Fencing

1027.9 Landscaping areas, landscaping screens and fencing shall be provided in accordance with Section 111 and in accordance with the Development Permit and the following:

Lot (1)	**Landscaping, Screening and Fencing Provisions**
Lots A, B, C, D, E	Sections 403.10
Lot F	Section 111

(1) As indicated in Section 1027.12

Age-Friendly Amenity

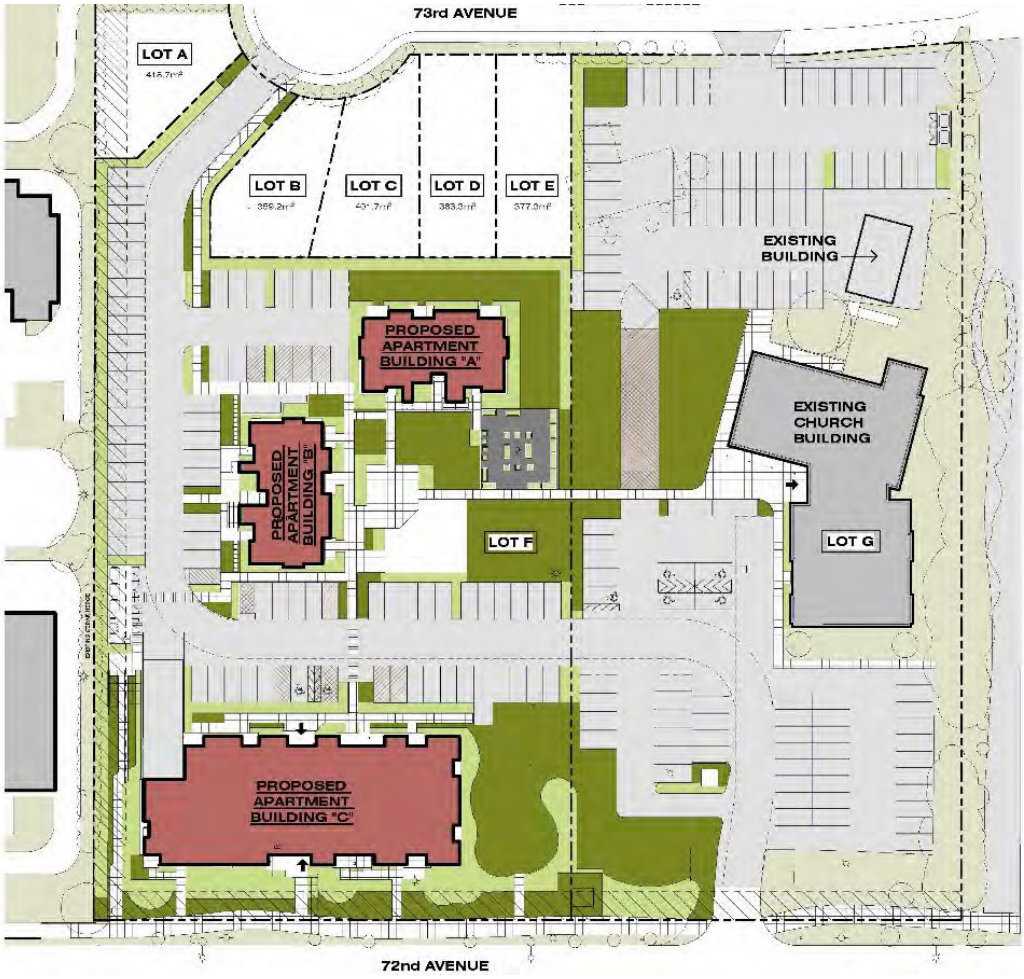
1027.10 *Age-Friendly Amenity Areas* shall be provided in accordance with Section 111.5 and with a Development Permit.

Development Permit Requirements

1027.11 A Development Permit shall be issued by Council prior to issuance of a Building Permit. For Lots A, B, C, D and E as shown in Section 1027.12, an Exterior Design Control Agreement as per Section 403.11 is required to be implemented at time of *subdivision*.

Sub-Zone Plan

1027.12 Development in this zone shall conform substantially with Drawing titled: Site Plan prepared by Craven / Huston / Powers /Architects (CHPA) as shown below:


73rd AVENUE
LOT A
LOT B
LOT C
LOT D
LOT E
EXISTING BUILDING
PROPOSED APARTMENT BUILDING "A"
PROPOSED APARTMENT BUILDING "B"
EXISTING CHURCH BUILDING
LOT F
LOT G
PROPOSED APARTMENT BUILDING "C"
72nd AVENUE

1033 COMPREHENSIVE DEVELOPMENT ZONE CD-133

#5430
13/01/20

Uses Permitted

1033.1 In the CD-133 Zone only the following *uses* are permitted and all other *uses* are prohibited:
1) *accessory buildings* and *uses*
2) *accessory* detached garage
3) *accessory home occupations* subject to Section 104.3
4) *residential uses* subject to Section 1033.2

Residential Uses

1033.2 ~~No more than one *single family dwelling* is permitted on any one *lot*.~~
One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*

Maximum Density

1033.3 Notwithstanding sub-section 1033.10, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

Definitions

1033.4 For the purposes of Section 1033 the following definitions shall apply:
1) rear loaded *lot* means a *lot* to which vehicular access for parking purposes is provided directly from a *lane* abutting the rear or *side lot line*.
2) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) used to store a minimum of 2 motor *vehicles* provided in accordance with sub-section 1033.9.

Lot Coverage

1033.5 *Buildings* and *structures* shall not cover more than 45% of the *lot area*. Covered verandahs, porches, patios and entranceways located in the front and flanking yards and *accessory buildings* less than 9.3 m^2 (100 ft^2) shall not be included for the purpose of calculating *lot coverage*.

Siting of Buildings and Structures

1033.6 Except as provided for in Section 104.4 and 105.1 2), no principal *building* or *structure* shall be sited less than:

1) **Rear Loaded *Lot* (Attached Garage)**

Buildings* and *Structures	**Minimum *Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**	**Minimum *Side lot line* Setback (Abutting a *Street*)**
Principal Building	2.5 m (3) (7) (9)	6.0 m (1)	Interior - 1.2 m *Lane* - 1.5 m (1) (3)	2.5 m (3) (7) (9)
Accessory Building or *Structure*	N/A (2)	0.6 m (3)	0.6 m (3)	2.5 m (3)

2) **Rear Loaded *Lot* (Detached Garage)**

Buildings* and *Structures	**Minimum *Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior and Abutting a *Lane*)**	**Minimum *Side lot line* Setback (Abutting a *Street*)**
Principal Building	2.5 m (3) (8) (9)	13.0 m (3) (4) (8) (average)	Interior - 1.2 m *Lane* - 1.5 m (3) (8)	2.5 m (3) (8) (9)
Accessory Detached Garage	N/A (2)	0.6 m (3) (4)	Interior - 0.6 m *Lane* - 1.5 m (3) (4) (5) (6)	2.5 m (3)
Accessory Building or *Structure*	N/A (2)	0.6 m	0.6 m (3)	2.5 m (3)

(1) For a rear loaded *lot* with an attached garage, the garage door shall be sited a minimum of 7.0 metres from the property line.

(2) *Accessory buildings* and *structures*, and accessory detached garages are not permitted within the front yard.

(3) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(4) The distance between the *principal building* and detached garage shall be a minimum of 6.0 metres (except for a 1m^2 landing and associated stairs, uncovered porches, patios and decks having a maximum *height* of 0.6 metres above grade, and as provided for in Section 104.4).

(5) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, building permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(6) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.3 m from the interior *side lot line*.

(7) Where an attached garage is included, the façade of the first *storey* shall be set back a minimum of 3.0 metres from the exterior wall of an attached garage that is located in the *basement.* The second *storey* shall be set back a minimum of 1.2 metres from both the front and at least one side wall of the first *storey* and 1.5 metres from the entire rear façade of the first *storey*. For the purpose of measuring this setback, structural supports of the first *storey* covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* facade.

(8) Where a detached garage is included, the façade of the first *storey* shall be set back a minimum of 1.5 metres from the rear wall of the *basement* façade. The second *storey* shall be set back a minimum of 1.2 metres from both the front and at least one side wall of the first *storey* and 1.5 metres from the entire rear façade of the first *storey*. For the purpose of measuring this setback, structural supports of the first *storey* covered verandahs, porches, patios and entranceways on the front and flanking yards shall be considered part of the first *storey* facade.

(9) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

Height of Buildings and Structures

1033.7 Except as provided for in Section 104.5:

1) The *height* of the principal *buildings and structures* shall not exceed 9 metres or two *storey*s whichever is less.
2) The surface of the first floor shall not be more than 0.8 metres above the average *lot* grade at any *building* elevation facing a *street*, except where the average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation

(including attached garages) facing a *street* or a *lane* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.

3) The *height* of *accessory buildings and structures* shall not exceed 3.75 metres or one *storey*, whichever is lesser.

Building and Structure Provisions

1033.8

1) The *gross floor area* of the second storey shall not exceed 70% of the *gross floor area* of the first storey.
2) Entrance stairs to the *basement* are permitted from the rear elevation only.
3) Kitchen, living room and dining areas shall be located on the first storey.
4) Hoop, arch or similar type *buildings* having a semicircular or similar roof design primarily curving downwards to form walls, or any frame type *building* covered or partially covered by tarpaulin or other fabric material, are not permitted.

Parking and Loading

1033.9 Parking and loading shall be provided in accordance with Section 107 except as follows:

1) A minimum of two spaces shall be provided in a fully enclosed garage accessed from a *lane* plus a minimum of one outdoor parking space per *single family dwelling* (1) (2) (3).
   (1) No part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.
   (2) Each required outdoor parking space shall be a minimum of 5.8 metres deep and 2.9 metres wide
   (3) The two required side by side parking spaces within the garage shall have a minimum interior depth of 6.1 metres and a combined minimum interior width of 5.7 metres. No landings and no more than two (2) stairs shall encroach into this required minimum parking area.

Subdivision Requirements

1033.10 All *lots* created by *subdivision* shall comply with the Subdivision and Development Servicing Bylaw 2019 No~~fromaform~~. 5382 as amended and the following:

Minimum *Lot Area* (1) (2)	325 m^2
Minimum *Corner Lot Area* (2)	400 m^2
Minimum *Lot Frontage* (1) (3)	9.5 m
Minimum *Corner Lot Frontage*	12.0 m
Minimum *Lot Depth*	28 m
Panhandle *Lot*	Not permitted

(1) Excluding *corner lots.*
(2) Notwithstanding the minimum *lot area* requirements, the maximum density provisions of Section 1033.3 shall apply.
(3) Where Section 1033.6 (5) applies or an attached garage is included, the Approving Officer may allow a minimum *lot frontage* of 9.3 metres.

Landscaping, Screening and Fencing

1033.11

1) Landscaping areas, landscaping screens and fencing shall comply with Section 111 and with the provisions of a Development Permit or approved Exterior Design Control Agreement.
2) Where two properties share a common interior *side lot line*, and where the combined side yard width is less than 3.0 metres, fencing along that property line shall not

extend towards the front yard measured from the corner of the rear *building* elevation of either *building*.

Development Permit Requirements

1033.12 An application for a Development Permit shall be submitted to Council for its consideration prior to issuance of a Building Permit.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500
AMENDMENT (SMALL-SCALE MULTI-UNIT HOUSING) BYLAW NO. 6020

EXPLANATORY NOTE

Bylaw No. 6020 amends the Township of Langley Zoning Bylaw 1987 No. 2500 to reflect changes to the Local Government Act incorporating small-scale multi-unit housing per Bill 44.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (SMALL-SCALE MULTI-UNIT HOUSING) BYLAW NO. 6020

A Bylaw to amend Township of Langley Zoning Bylaw 1987 No. 2500

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020".

2. The "Township of Langley Zoning Bylaw 1987 No. 2500" as amended is further amended by:

    a. Amending Section 102 – DEFINITIONS by:
        i. Adding the following in alphabetical order:
        "**"ACCESSORY DWELLING UNIT"** means a *dwelling unit* within an *accessory building*."

        ii. Amending the definition of "APARTMENT" by inserting after "but excludes *townhouses,*" the words "*two family dwellings* and *small-scale, multi-unit housing developments*."

        iii. Replacing the definition of "COACH HOUSE" with the following:
        "**"COACH HOUSE"** means an *accessory dwelling unit* which is located only within the second *storey* of a detached garage on a *lot*."

        iv. Replacing the definition of "DWELLING UNIT" with the following:
        "**"DWELLING UNIT"** means one or more habitable rooms occupied as residential accommodation by one *family* and containing or providing for only one set of *cooking* and/or laundry facilities located within a rural or residential zone. Excludes *hotel* or *motel* units or recreation *vehicles*."

        v. Adding the following in alphabetical order:
        "**"INFILL HOUSING"** means one (1) or more detached *dwelling units* on a *lot* that contains one (1) retained *single family dwelling* or *two family dwelling* constructed before the date of adoption of Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 6020."

        vi. Adding the following in alphabetical order:
        "**"SECONDARY SUITE"** means a *dwelling unit* that is a secondary suite as defined by and in compliance with the British Columbia Building Code and which may not exceed a maximum gross floor area of 120 m^2. A *secondary suite* may be located within a *single family dwelling*, *two family dwelling*, or *small-scale, multi-unit housing development*. On lands within the Agricultural Land Reserve a *secondary suite* must comply with the Provincial Agricultural Land Commission regulations."

vii. Replacing the definition of “SEMI-DETACHED DWELLING” with the following:
“**"SEMI-DETACHED DWELLING"** means a *two family dwelling* without *secondary suites* and with each *dwelling unit* located on a separate fee simple *lot.*”

viii. Replacing the definition of “SINGLE FAMILY DWELLING” with the following:
“**"SINGLE FAMILY DWELLING"** means a detached *dwelling unit* and up to one (1) *secondary suite*. Excludes a *mobile home*.”

ix. Adding the following in alphabetical order:
“**"SMALL-SCALE, MULTI-UNIT HOUSING DEVELOPMENT"** means up to four (4) *dwelling units*, which may be attached or detached, located on a single *lot*. The following conditions apply:
a) The lot must be located within the *urban containment boundary*; and
b) The *lot ar*ea must be less than 4,050 m2; and
c) The lot must be serviced with both a municipal sanitary sewer system and a municipal water system; and
d) The lot must not have heritage designation protection under a bylaw made on or before December 7, 2023 under Section 611 of the Local Government Act; and
e) The lot must not be located within lands designated in the Willowbrook Transit-Oriented Area Designation Bylaw No. 6021 as a Transit Oriented Area; and
f) If a *lot* has a *lot area* of 280.0 m^2 or less, the maximum number of *dwelling units* is three (3).”

x. Amending the definition of “TANDEM PARKING” by deleting the words “in a garage or carport”.

xi. Amending the definition of “TOWNHOUSE” by adding at the end of the definition, “*Townhouse* excludes *small-scale, multi-unit housing developments.*”

xii. Replacing the definition of “TWO FAMILY DWELLING” with the following:
“**"TWO FAMILY DWELLING"** means a residential *building* containing two (2) principal *dwelling units* joined by a common wall, and up to one (1) *secondary suite* per principal *dwelling unit*.”

xiii. Adding the following:
“**"URBAN CONTAINMENT BOUNDARY"** means the urban development area as defined by the urban land uses as shown on Maps 1 and A1 in the Langley Official Community Plan Bylaw 1979 No. 1842 as amended.

b. Amending Section 104 – GENERAL PROVISIONS by:
i. Amending 104.3 a) by replacing the words, “secondary residential suite” with the words “*secondary suite*”.

ii. Amending 104.15 3) by adding the following:
"g) Sub-sections a) through f) notwithstanding, if the *accessory building* is an *accessory dwelling unit* that meets the requirements of the Zoning Bylaw for a principal *residential use* on the newly created *lot*, sub-sections a), b), c), d), e) and f) do not apply."

c. Amending Section 107 – PARKING AND LOADING REQUIREMENTS by:
i. Adding 107.1 3) as follows:
"3) Lands designated in the Willowbrook Transit-Oriented Area Designation Bylaw No. 6021 as Transit Oriented Areas are exempt from required off-street parking spaces for residential uses, except parking for persons with disabilities. If parking spaces are provided for residential uses, all spaces must meet the EV charging requirements specified in Section 107.3 footnote 1."

ii. Amending 107.3 a) i) by adding, after the words, "*mobile homes as temporary accessory dwellings,*" the words, "*small-scale, multi-unit housing developments*" and replacing the words, "2 spaces per *dwelling unit*" with the words, "1 space per *dwelling unit*, with a minimum total of 2 spaces per *lot*".

iii. Replacing 107.6 4) with the following:
"4) Up to two (2) additional driveways accessed from a *side lot line* may be provided for *small-scale, multi-unit housing developments* on *corner lots*, provided that:
a) the *lot* contains at least three (3) *dwelling units*;
b) the *street* abutting the *side lot line* is a local *street* or *lane*; and
c) the sum of all driveway widths on the *lot is* not more than 12 metres."

d. Amending Section 110 – SUBDIVISION REQUIREMENTS by:
i. Amending Section 110.1 Minimum Subdivision Requirements by:
1) deleting the words after R-2 "or 557.4 m^2, or 18.3 m, 25 m" and the associated footnotes
2) deleting footnote (2) and (3) under the word FH-1 and renumbering the rest of the footnotes accordingly and as appropriate in the section above
3) deleting the words after CD-73 "single family" and inserting footnote number 7 in its place
4) adding footnote (7) to the footnotes under the word CD-196 "(7) For single family or *small-scale, multi-unit housing developments"*

e. Amending Section 301 – SUBURBAN RESIDENTIAL ZONE SR-1 by:
i. Replacing Section 301.2 Residential Uses with the following:
"Subject to the provisions of the Agricultural Land Commission Act where applicable, no more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or

2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

ii. Replacing Section 301.4 2) with the following:
"2) Except *accessory dwelling units, accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed a total of 135 m^2 of ground floor *building area*."

iii. Amending Section 301.6 2) by deleting the words, "or one and a half *storeys*, whichever is lesser"

f. Amending Section 302 – SUBURBAN RESIDENTIAL ZONE SR-2 by:
i. Replacing Section 302.1 1) with the following:
"1) all *uses* permitted in the Suburban Residential Zone SR-1 except that *residential uses* are subject to Section 302.2."

ii. Replacing Section 302.2 2) with the following:
"2) One (1) *single family dwelling* or *mobile home* is permitted on one (1) *lot*, plus one (1) *accessory dwelling unit* where
a) the lot is located outside the *urban containment boundary, and*
b) the *single family dwelling* does not include a *secondary suite*."

iii. Amending Section 302.5 2) by deleting the words, "or one and a half *storeys*, whichever is lesser"

g. Amending Section 303 – SUBURBAN RESIDENTIAL ZONE SR-3 by:
i. Replacing Section 303.1 3) with the following:
"3) *residential uses* subject to Section 303.2"

ii. Replacing Section 303.2 Residential Uses with the following:
"Subject to the provisions of the Agricultural Land Commission Act where applicable, no more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or
2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite.*"

iii. Replacing Section 303.3 2) with the following:
"2) Except *accessory dwelling units, accessory buildings* and *structures* not used for *agricultural* or *farm* purposes shall not exceed a total of 80 m^2 of ground floor *building area*."

iv. Amending Section 303.5 3) by deleting the words, "or 1 *storey*"

h. Amending Section 304 – SUBURBAN RESIDENTIAL ZONE SR-3A by:
i. Replacing Section 304.2 Residential Uses with the following:

"One (1) *single family dwelling* is permitted on one (1) *lot*, plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

i. Amending Section 401 – RESIDENTIAL ZONE R-1A by:
   i. Replacing 401.2 Residential Uses with the following:
   "No more than one (1) of the following is permitted on one (1) *lot*:
   1) One (1) *small-scale, multi-unit housing development*, or
   2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

   ii. Replacing 401.3 3) with the following:
   "3) an *accessory* detached garage means a *building* or *structure* (*accessory* to a *residential use*) containing at least two (2) parking spaces in accordance with Section 107."

   iii. Replacing 401.4 Lot Coverage with the following:
   *"*1) *Buildings* and *structures* shall not cover more than 35% of the *lot area*.
   2) *Lot coverage* may be increased to 45% where *buildings* include *infill housing*.
   3) Where the *gross floor area* of a *single family dwelling* is 280 m^2 or greater (including all attached and detached garages and carports, but excluding *basements* where permitted)
      a) the maximum *height* of the dwelling must not exceed two *storey*s plus a *basement* where permitted; and
      b) the *gross floor area* of the second *storey* must not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages and carports); and
      c) the surface of the first floor must not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the lot is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages and carports) facing a *street* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
   4) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*
Four (4)	80% of the *gross floor area* of the first *storey*

   iv. Replacing 401.5 Siting of Buildings and Structures with the following:

"Except as provided for in Sections 104.4, 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Front Loaded *Lot***

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m (2) (5) Maximum 7.5 m (2) (5)	3.0 m	1.2 m (2)	3.0 m (2) (5)
Accessory dwelling unit or other *accessory building* or s*tructure*	Minimum 6.0 m (1)	1.5 m (6) (7)	1.2 m (2) (6)	4.5 m (2) (5)

2) **Rear Loaded *Lot***

Buildings* and *Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (2) (5)	1.0 m	1.2 m (2)	2.5 m (2) (5)
Accessory detached garage or *coach house*	N/A (1)	0.6 m	Interior-0.9 m *Lane* or local *street*-1.2 m (2) (3) (4) (5)	4.5 m (2) (5)
Accessory dwelling unit or other	Minimum 2.5 m (1)	1.5 m (6)	1.2 m (2) (6)	4.5 m (2)

accessory building or *structure*				

(1) *Accessory buildings* and *structures*, including *accessory dwelling units* and *accessory* detached garages, are not permitted within the front yard.

(2) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building, structure* or fence greater than 1 metre in *height* shall project into the triangular area created by a line joining two (2) points:
   a) 6 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
   b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(3) On abutting *lots*, the minimum interior *side lot line* setback for an *accessory* detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(4) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.45 m from the interior *side lot line*.

(5) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

(6) A minimum *rear lot line* and *side lot line* setback of 0.6m is permitted for an *accessory building* or *structure* with a *gross floor area* less than 6.0 m^2.

(7) Section 401.5 2) notwithstanding, where a *lot* fronts onto two (2) parallel *streets* the *rear lot line* setback shall be the same as the *front lot line* setback."

v. Replacing 401.6 1) with the following:
   1) "The *height* of *buildings* and *structures* shall not exceed the following:"

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

vi. Replacing 401.7 Parking and Loading with the following:
"Parking and loading shall be provided in accordance with Section 107, and:
   1) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two (2)

points measured at 2.5 metres from the projected *lot line* abutting a *street* and/or a *lane.*

2) Driveway locations shall be co-ordinated to maximize on-street parking and street tree siting in accordance with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.
3) Outdoor parking spaces may extend into a municipal *street* dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded).
4) On rear loaded *lots*, all parking spaces shall be located in the rear yard with access from a *lane* and no parking spaces shall directly access a *highway* other than a *lane*."

j. Amending Section 402 – RESIDENTIAL ZONES R-1B, R-1C, R-1D and R-1E by:

i. Replacing 402.2 Residential Uses with the following:
"Subject to the provisions of the Agricultural Land Commission Act where applicable, no more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or
2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

ii. Replacing Section 402.3 Lot Coverage with the following:
*"*1) *Buildings* and *structures* shall not cover more than 35% of the *lot area*.
2) Lot coverage may be increased to 45% where *buildings* include *infill housing*.
2) Where the *gross floor area* of a *single family dwelling* is 280 m^2 or greater (including all attached and detached garages and carports, but excluding *basement*s where permitted)
a) the maximum *height* of the dwelling must not exceed two *storey*s plus a *basement* where permitted; and
b) the *gross floor area* of the second *storey* must not exceed 80% of the *gross floor area* of the first *storey* (including all attached and detached garages and carports); and
c) the surface of the first floor must not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the lot if 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages and carports) facing a *street* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
3) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*

Four (4)	80% of the *gross floor area* of the first *storey"*

iii. Replacing Section 402.4 Siting of Buildings and Structures with the following:

"**Siting of Buildings and Structures**

Except as provided for in Sections 104.4, 104.15 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) On a *lot* to which vehicular access is provided directly from a *street* abutting the front *lot line*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m Maximum 7.5 m	3.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2	Minimum 6.0 m	1.5 m (1)	1.2 m	4.5 m
Accessory building or *structure* with a *gross floor area* less than 6 m^2	Minimum 7.5 m	0.6 m (1)	0.6 m	4.5 m

2) On a *lot* to which vehicular access is provided directly from a rear *lane*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a**	**Minimum *Side lot line* Setback (Abutting a Collector**

			***Lane* or Local *Street*)**	**or Arterial *Street*)**
Principal building	Minimum 3.5 m	1.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure* with a *gross floor* area equal to or greater than 6 m^2	Minimum 3.5 m	1.5 m (1)	1.2 m	4.5 m
Accessory building or *structure* with a *gross floor area* less than 6 m^2	Minimum 6.0 m	0.6 m (1)	0.6 m	4.5 m

(1) Where a *lot* fronts onto two (2) parallel *streets* besides a *lane,* the *rear lot line* setback shall be the same as the *front lot line* setback."

iv. Replacing Section 402.5 Height of Buildings and Structures with the following:
"Except as provided for in Section 104.5, the *height* of *buildings* and *structures* shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 7.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

v. Replacing Section 402.6 Parking and Loading with the following:
Parking and loading shall be provided in accordance with Section 107, and
1) On rear loaded *lots*, all parking spaces shall be located in the rear yard with access from a *lane* and no parking spaces shall directly access a *highway* other than a *lane*.

k. Amending Section 403 – RESIDENTIAL COMPACT LOT ZONE R-CL by:
i. Replacing Section 403.2 Residential Uses with the following:
"No more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or

2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

ii. Replacing Section 403.3 Lot Coverage with the following:
"**Density**
1) In the R-CL Zone, the maximum density of lots shall not exceed 24.7 lots per hectare (10 lots per acre) except:
   a) This density may be exceeded where *single family dwellings* are replaced with *small-scale multi-unit housing developments* to a maximum of one (1) *small-scale multi-unit housing development* on one (1) lot; and
   b) In the Southwest Gordon, Routley and Yorkson Neighbourhood Plan areas of Willoughby where the maximum gross density shall be in accordance with the Willoughby Community Plan."

iii. Replacing Section 403.4 Maximum Lot Coverage with the following:
"**Lot Coverage**
1) For *lot areas* less than 372 m^2:
   a) *Buildings and structures* shall not cover more than 55% of the *lot area*;
   b) The maximum *building* footprint of a *single family dwelling* is 150 m^2; and
   c) Covered porches, covered verandahs, and covered sun decks shall not be included for the purposes of calculating *lot coverage*.
2) For *lot areas* equal to or greater than 372 m^2:
   a) *Buildings and structures* shall not cover more than 40% of the *lot area* provided;
   b) *Lot coverage* may be increased to 45% where *buildings* include *infill housing*; and
   c) Covered porches, covered verandahs, and covered sun decks shall not be included for the purposes of calculating *lot coverage.*
3) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey"*

iv. Replacing Section 403.5 (1) with the following:
1) "The *height* of *buildings* and *structures* shall not exceed the following:"

***Building/Structure* Type**	**Maximum *Height***

Infill housing located within 4.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

v. Deleting 403.7 2) and 403.7 3)

vi. Replacing 403.8 Siting of Buildings and Structures with the following:
"**Siting of Buildings and Structures**
Except as provided for in Sections 104.4 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following setbacks:
1) On a front loaded compact *lot*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m (2) (3) Maximum 7.5 m (2) (3)	3.0 m	1.2 m (4)	2.4 m (4)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 6.0 m (2) (3)	0.6 m (1)	Interior-0.6 m *Lane* or local *street* 1.2 m (4)	2.4 m (4)

2) On a rear loaded compact *lot*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (5)	1.0 m	1.2 m (4)	2.4 m (4)
Accessory dwelling unit or other *accessory*	Minimum 2.5 m (5)	0.6 m (1)	Interior-0 m *Lane* or local	3.0 m (4)

building or *structure*			*street*-1.2 m [4]	

[1] Where a *lot* fronts onto two (2) parallel *streets* besides a *lane,* the *rear lot line* setback shall be the same as the *front lot line* setback.
[2] The front face of a garage or principal *building* may be sited between 2.5 metres and 6 metres from the *front lot line*, provided that 6 metres horizontal distance is provided for parking between the front face of the garage or principal *building* and the back of sidewalk.
[3] The front face of a principal *building*, excluding a garage but including porches, verandahs or stairs, may be sited between 6 metres and 2.5 metres from the *front lot line*.
[4] On a corner lot, no part of any building structure or fence greater than 1 metre in height, where height is measured at the intersection of the centre lines of the streets and / or lanes, shall project into the triangular area created by a line joining two points:
a) 6 metres from the projected lot lines abutting a limited local or local street and / or lane intersections; or
b) 7.5 metres from the projected lot lines abutting arterial and / or collector street intersections.
[5] The minimum *front lot line* setback shall be 5 metres from a *front lot line* where a lot fronts an arterial or collector *street*."

vii. Replacing 403.9 Parking and Loading with the following:
"Parking and loading shall be provided in accordance with Section 107 except as follows:
1) Front Loaded Compact *Lots* shall provide parking as follows:
a) Parking spaces may extend into a municipal *street* dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded); and
b) driveway locations shall be co-ordinated to maximize on-*street* parking and *street* tree siting in accordance with Subdivision and Development Servicing Bylaw 2019 No. 5382 as amended.
2) Rear Loaded Compact *Lots* shall provide parking as follows:
a) all parking spaces shall be located in the rear yard with access from a *lane*; and
b) no parking spaces shall directly access a *highway* other than a *lane*."

l. Amending Section 404 – RESIDENTIAL COMPACT LOT ZONE R-CL(A) by:
i. Replacing 404.1 4) with the following:
"4) *residential uses* subject to Section 404.2"

ii. Replacing 404.2 Maximum Density with the following:
"**Residential Uses**
1) Notwithstanding sub-section 404.9, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.
2) No more than one (1) of the following is permitted on one *lot*:
a) One (1) *small-scale, multi-unit housing development*, or

b) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

iii. Replacing 404.3 3) with the following:
"an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) containing at least two (2) parking spaces in accordance with Section 107."

iv. Amending 404.4 Lot Coverage by adding the following:
"2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey"*

v. Replacing 404.5 Siting of Building and Structures with the following:
"Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) Front Loaded Lot

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *lane* or Local Street)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (1) (3) (6) Maximum 4.0 m (1) (3) (6)	3.0 m (7)	1.2 m (2)	2.5 m (2) (6)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 2.5 m (2)	0.6 m	0.6 m (3)	2.5 m (3)

2) Rear Loaded Lot

Buildings* and *Structures	***Front lot line* Setback**	**Minimum *Rear lot***	**Minimum *Side lot line***	**Minimum *Side lot***

		***line* Setback**	**Setback (Interior or Abutting a *Lane* or Local *Street*)**	***line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (3) (6)	1.0 m	1.2 m (2)	2.5 m (2) (6)
Accessory detached garage or *coach house*	N/A (2)	0.6 m (3)	Interior-0.6 m *Lane* or Local *Street*-1.2 m (3) (4) (5)	2.5 m (3)
Other *accessory dwelling unit*, *accessory building* or *structure*	Minimum 2.5 m (2)	0.6 m (3)	0.6 m (3)	2.5 m (3)

(1) For a front loaded *lot*, the garage door shall be sited a minimum of 4.5 metres from the property line

(2) *Accessory buildings* and *structures*, including *accessory dwelling units* and accessory detached garages, are not permitted within the front yard.

(3) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:
   a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and
   b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(4) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(5) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.3 m from the interior *side lot line*.

(6) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5

metres, providing that such reduction shall apply only to the projecting feature.

(7) For a front loaded *lot*, where a stair and landing, providing access to the rear yard from the first *storey* projects beyond the rear face of the *building*, the minimum distance to the *rear lot line* may be reduced by not more than 1.2 metres, providing that the stair landing projecting into the setback does not exceed an area of 1.5 square metres and that such reduction shall only apply to the rear stair and landing."

vi. Deleting 404.6 1), 404.6 2), 404.6 3) and 404.6 5) and renumbering the remaining sub-sections accordingly

vii. Deleting 404.7 1) and replacing 404.7 3) with the following:
"The *height* of *buildings* and *structures* shall not exceed the following:"

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

viii. Replacing Section 404.8 Parking with the following:
"Parking shall be provided in accordance with Section 107 except as follows:
1) On a front loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 7.0 metres from the projected *lot line*s abutting a *street*, or a *lane*.
2) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.
3) Outdoor parking spaces may extend into a municipal road dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded)."

ix. Deleting 404.10 2)

m. Amending Section 405 – RESIDENTIAL COMPACT LOT ZONE R-CL(B) by:

i. Replacing Section 405.1(4) with the following:
"4) *residential uses* subject to Section 405.2"

ii. Replacing 405.2 Maximum Density with the following:
"**Residential Uses**
1) Notwithstanding sub-section 405.9, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.

2) No more than one (1) of the following is permitted on one (1) *lot*:
   a) One (1) *small-scale, multi-unit housing development*, or
   b) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

iii. Replacing 405.3 3) with the following:
"3) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) containing at least two (2) parking spaces in accordance with Section 107."

iv. Amending 405.4 by adding the following:
"2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey"*

v. Replacing Section 405.5 Siting of Buildings and Structures with the following:
"Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Front Loaded *Lot***

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 2.5 m (1) (3) (6) Maximum 4.0 m (1) (3) (6)	3.0 m (7)	1.2 m (3)	2.5 m (3) (6)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 2.5 m (2)	0.6 m	0.6 m (3)	2.5 m (3)

2) **Rear Loaded *Lot***

Buildings **and** ***Structures***	***Front lot line*** **Setback**	**Minimum** ***Rear lot line*** **Setback**	**Minimum** ***Side lot line*** **Setback (Interior and Abutting a** ***Lane*****)**	**Minimum** ***Side lot line*** **Setback (Abutting a** ***Street*****)**
Principal building	Minimum 2.5 m (3) (6)	1.0 m	Interior-1.2 m (3)	2.5 m (3) (6)
Accessory detached garage or *coach house*	N/A (2)	0.6 m (3)	Interior-0.6 m *Lane* or Local *Street*-1.2 m (3) (4) (5)	2.5 m (3)
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 2.5 m (2)	0.6 m (3)	0.6 m (3)	2.5 m (3)

(1) For a front loaded *lot*, the garage door shall be sited a minimum of 4.5 metres from the property line.

(2) *Accessory buildings* and *structures*, including *accessory dwelling units* and accessory detached garages, are not permitted within the front yard.

(3) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:

c) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and

d) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*

(4) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage may be reduced to zero (0) provided that the two (2) garages abutting one another are simultaneously designed, *building* permits issued, and the garages are constructed by the same builder utilizing a party wall agreement.

(5) The eave and gutter of the accessory detached garage shall be setback a minimum of 0.3 m from the interior *side lot line*.

(6) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature.

(7) For a front loaded *lot*, where a stair and landing, providing access to the rear yard from the first *storey* projects beyond the rear face of the *building*, the minimum distance to the *rear lot line* may be reduced by not more than 1.2 metres, providing that the stair landing projecting into the setback does not exceed an area of 1.5 square metres and that such reduction shall only apply to the rear stair and landing."

vi. Deleting 405.6 1), 405.6 2), 405.6 4), 405.7 1) and 405.10 2)

vii. Replacing 405.7 3) with the following:
"3) The height of buildings and structures shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

viii. Replacing Section 405.8 Parking with the following:
"Parking shall be provided in accordance with Section 107 except as follows:
1) On a front loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 7.0 metres from the projected *lot line*s abutting a *street*, or a *lane*.
2) On a rear loaded *corner lot* no part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.
3) Outdoor parking spaces may extend into a municipal *street* dedication, but not extend beyond the back of sidewalk (front loaded) or the *lane* (rear loaded)."

n. Amending Section 406 – RESIDENTIAL COMPACT LOT ZONE R-CL(CH) by:
i. Replacing Section 406.2 Maximum Density with the following:
"**Residential Uses**
1) Notwithstanding sub-section 406.9, the maximum density of a development shall be in accordance with the density provisions outlined in a Community or Neighbourhood Plan as applicable.
2) No more than one (1) of the following is permitted on one (1) *lot*:
a) One (1) *small-scale, multi-unit housing development*, or
b) One (1) *single family dwelling* and one *coach house.*"

ii. Replacing 406.3 1) with the following:
"1) an accessory detached garage means a *building* or *structure* (accessory to a *residential use*) containing at least two (2) parking spaces in accordance with Section 107."

iii. Amending 406.4 2) by numbering the first paragraph and adding the following:

"2) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	50% of the *gross floor area* of the first *storey*
Three (3) or four (4)	80% of the *gross floor area* of the first *storey"*

iv. Replacing Section 406.5 Siting of Buildings and Structures with the following:

"Except as provided for in Section 104.4 and 105.1 2) *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:

1) **Rear Loaded *Lot***

Buildings* and *Structures	**Minimum *Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	2.5 m (2) (4)	1.0 m (1) (4)	1.2 m (1)	2.5 m (1) (4)
Accessory detached garage	N/A (1) (3)	1.0 m (3)	1.2 m (2) (3)	2.5 m (2) (3)
Accessory dwelling unit or other *accessory building* or *structure*	2.5 m (1)	0.6 m (2)	0.6 m (2)	2.5 m (2)

(1) *Accessory buildings* and *structures*, including *accessory dwelling units* and garages, are not permitted within the front yard.

(2) Notwithstanding Sections 104.4 4) and 111.6 2), on a *corner lot*, no part of any *building*, *structure* or fence greater than 1.0 metre in *height* shall project into the triangular area created by a line joining two points:

a) 6.0 metres from the projected *lot line*s abutting a local *street* and/or *lane*; and

b) 7.5 metres from the projected *lot line*s abutting an arterial and/or collector *street*.

(3) On abutting *lots*, the minimum interior *side lot line* setback for an accessory detached garage and *coach house* may be

reduced to zero provided that the two (2) *structures* abutting one another are simultaneously designed, *building* permits issued, constructed by the same builder utilizing a party wall agreement, and are sprinklered in accordance with the Township's Building Bylaw as amended.

(4) Where access stairs, porches, verandahs and balconies project beyond the front or flanking façade of a *building*, the minimum required setback may be reduced to 1.5 metres, providing that such reduction shall apply only to the projecting feature."

v. Deleting 406.6 1), 406.6 2), 406.6 3), 406.6 4), 406.6 5) and 406.6 6)

vi. Replacing 406.7 Height of Buildings and Structures with the following:
"Except as provided in Section 104.5
1) The surface of the first floor shall not be more than 0.8 metres above the average grade at any *building* elevation facing a *street*, except that where the average slope of the *lot* is 5% or more, a maximum of 80% of a permitted in-ground *basement* elevation (including garages) facing a *street* or a *lane* may be exposed, or a walkout *basement* elevation at the rear of the dwelling may be fully exposed.
2) The height of buildings and structures shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 6 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

vii. Replacing 406.8 Parking with the following:
"Parking shall be provided in accordance with Section 107 except as follows:
1) No part of a parking space shall project in the triangular area created by a line joining two points measured at 2.5 metres from the projected *lot line*s abutting a *street* and/or a *lane*.
2) The required outdoor parking space may extend into a municipal *lane* dedication, but not extend beyond the *lane*."

o. Amending Section 410 – RESIDENTIAL ZONE R-2 by:
i. Replacing 410.2 Residential Uses with the following:
"No more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or
2) One (1) *two family dwelling*, or
3) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

ii. Replacing 410.3 Lot Coverage with the following:

*"*1) *Buildings* and *structures* shall not cover more than 35% of the *lot area.*
2) Lot coverage may be increased to 45% where *buildings* include *infill housing*.
3) In any *building*, the maximum *gross floor area* of a third *storey* shall be as follows:

Number of *dwelling units* on *lot*	**Maximum *gross floor area* of third *storey***
One (1) or two (2)	None permitted
Three (3)	50% of the *gross floor area* of the first *storey*
Four (4)	80% of the *gross floor area* of the first *storey"*

iii. Replacing 410.4 Siting of Buildings and Structures with the following:
"Except as provided for in Sections 104.4, 104.15 and 105.1 2), *buildings* and *structures* shall be sited in accordance with the following minimum setbacks:
1) On a *lot* to which vehicular access is provided directly from a *street* abutting the front *lot line*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or Local *Street*)**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**
Principal building	Minimum 6.0 m Maximum 7.5 m	3.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure*	Minimum 6.0 m	1.5 m (1)	1.2 m	4.5 m

2) On a *lot* to which vehicular access is provided directly from a rear *lane*:

Buildings and Structures	***Front lot line* Setback**	**Minimum *Rear lot line* Setback**	**Minimum *Side lot line* Setback (Interior or Abutting a *Lane* or**	**Minimum *Side lot line* Setback (Abutting a Collector or Arterial *Street*)**

			Local *Street*)	
Principal building	Minimum 3.5 m	1.0 m	1.2 m	4.5 m
Accessory dwelling unit or other *accessory building* or *structure*	3.5 m	1.5 m [(1)]	1.2 m	4.5 m

[(1)] Where a *lot* fronts onto 2 parallel *streets* besides a *lane,* the *rear lot line* setback shall be the same as the *front lot line* setback."

iv. Replacing 410.5 Height of Buildings and Structures with the following:
"Except as provided for in Section 104.5, the height of buildings and structures shall not exceed the following:

***Building/Structure* Type**	**Maximum *Height***
Infill housing located within 7.5 metres of the *rear lot line*, except *coach houses* fronting a *lane*	4.5 m
All other *dwelling units*	9 m
Accessory buildings and *structures* that are not *dwelling units*	3.75 m"

p. Amending Section 904 – COMPREHENSIVE DEVELOPMENT ZONE CD-4 by:
i. Replacing 904.2 Residential Uses with the following:
"One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot."*

q. Amending Section 907 – COMPREHENSIVE DEVELOPMENT ZONE CD-7 by:
i. Replacing 907.1(3) with the following:
"3) *small-scale, multi-unit housing developments"*

ii. Replacing 907.3 Residential Density with the following:
"1) The maximum number of residential units in a CD-7 zone shall be 84 *dwelling units*.
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale, multi-unit housing developments* to a maximum of one (1) *small-scale, multi-unit housing development* on one (1) lot."

r. Amending Section 912 – COMPREHENSIVE DEVELOPMENT ZONE CD-12 by:
i. Amending 912.2 Residential Uses by adding the following and numbering the rest of the section accordingly:
"1) One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot."*

s. Amending Section 920 – COMPREHENSIVE DEVELOPMENT ZONE CD-20 by:

i. Amending 920.1 by replacing 3) with the following:
"3) *residential uses*, subject to Section 920.2"

ii. Replacing 920.2 Residential Density with the following:
"1) The maximum gross density permitted on the overall CD-20 site shall be 24.7 units per ha/10 units per acre plus 6 additional units. The maximum number of single-family residential *lots* permitted in the CD-20 zone shall be 109.
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale, multi-unit housing developments* to a maximum of one (1) *small-scale, multi-unit housing development* on one (1) *lot.*
3) One (1) *small-scale, multi-unit housing development* is permitted on one (1) single *family lot.*"

t. Amending Section 921 – COMPREHENSIVE DEVELOPMENT ZONE CD-21 by:

i. Replacing 921.2 Residential Uses with the following:
"1) One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*
2*)* Attached *dwelling units* are permitted on bare land strata *lots* abutting an RU-10 zone subject to compliance with the provisions of the Development Permit."

ii. Replacing 921.3 Residential Density with the following:
"1) The maximum gross density permitted on the overall CD-21 site shall be 29.7 units per ha/12 units per acre.
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale, multi-unit housing developments* to a maximum of one (1) *small-scale, multi-unit housing development* on one (1) *lot."*

u. Amending Section 938C – COMPREHENSIVE DEVELOPMENT ZONE CD-38C by:

i. Replacing 938C.2 Residential Uses with the following:
"One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot."*

v. Amending Section 953 – COMPREHENSIVE DEVELOPMENT ZONE CD-53 by:

ii. Replacing 953.2 Residential Density with the following:
"1) One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*
2) *Single family dwellings* shall comply with the provisions of the Development Permit."

w. Amending Section 954 – COMPREHENSIVE DEVELOPMENT ZONE CD-54 by:

i. Replacing 954.2 Residential Uses with the following:

"1) One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*

2) *Single family dwellings* shall comply with the provisions of the Development Permit."

x. Amending Section 955 – COMPREHENSIVE DEVELOPMENT ZONE CD-55 by:

i. Replacing Type 1 and Type 2 955.1 and 955.4 with the following:

		Type 1	**Type 2**
955.1	*Uses* Permitted (and all other *uses* are prohibited)	· *accessory buildings* and *uses* · *accessory home occupations* subject to Section 104.3 and restricted to a maximum *gross floor area* of 30 m^2 · *residential uses* subject to Section 955.4	· *accessory buildings* and *uses* · *accessory home occupations* subject to Section 104.3 and restricted to a maximum *gross floor area* of 30 m^2 · *residential uses* subject to Section 955.4
955.4	Density	· *Gross floor area* (excluding garage) of a *single family dwelling* shall not exceed 320 m^2 · One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*	· *Gross floor area* (excluding garage) of a *single family dwelling* shall not exceed 320 m^2 · One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*

ii. Replacing Type 3 and Type 4 955.1 and 955.4 with the following:

		Type 3	**Type 4**
955.1	*Uses* Permitted (and all other *uses* are prohibited)	· *accessory buildings* and *uses* · *accessory home occupations* subject to Section 104.3 and restricted to a maximum *gross floor area* of 30 m^2 7) · *residential uses* subject to Section 955.4	· *accessory buildings* and *uses* · *accessory home occupations* subject to Section 104.3 and restricted to a maximum *gross floor area* of 30 m^2 8) · *residential uses* subject to Section 955.4
955.4	Density	· *Gross floor area* (excluding garage) of a *single family dwelling* shall not exceed 350 m^2 · One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*	· *Gross floor area* (excluding garage) of a *single family dwelling* shall not exceed 350 m^2 · One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot.*

y. Amending Section 956 – COMPREHENSIVE DEVELOPMENT ZONE CD-56 by:

i. Replacing 956.2 Residential Uses with the following:
"1) One (1) *small-scale multi-unit housing development* is permitted on one (1) *lot.*
2) *Single family dwellings* shall comply with the provisions of the Development Permit."

z. Amending Section 958 – COMPREHENSIVE DEVELOPMENT ZONE CD-58 by:

i. Amending 958.1 4) by deleting the words "*single family dwellings"* and inserting "*small-scale, multi-unit housing developments"*.

ii. Replacing 958.2 Density with the following:
"1) The density permitted shall not exceed 30 units per hectare in accordance with the provisions of the Willoughby Community Plan.
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale, multi-unit housing developments* to a maximum of one (1) *small-scale, multi-unit housing development* on one (1) *lot."*

aa. Amending Section 970 – COMPREHENSIVE DEVELOPMENT ZONE CD-70 by:

i. Replacing 970.2 Residential Uses with the following:
"One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot."*

bb. Amending Section 973 – COMPREHENSIVE DEVELOPMENT ZONE CD-73 by:

i. Replacing 973.1 4) with "4) *small-scale, multi-unit housing developments"*.

ii. Replacing 973.2 Residential Density with the following:
"1) The maximum overall residential density permitted on the combined *apartment* and *single family* portion of the CD-73 site shall not exceed 87 units per hectare (35 units per acre) of *lot area.*
2) Sub-section 1) notwithstanding, this density may be exceeded where *single family dwellings* are replaced with *small-scale, multi-unit housing developments* to a maximum of one (1) *small-scale, multi-unit housing development* on one (1) *lot."*

cc. Amending Section 985 – COMPREHENSIVE DEVELOPMENT ZONE CD-85 by:

i. Replacing 985.2 Residential Uses with the following:
"1) *Residential uses* shall consist of *apartments, townhouses,* and *small-scale, multi-unit housing developments* (subject to Section 403 Residential Compact Lot Zone (R-CL)) with a maximum of 507 *dwelling units* permitted in total on lands rezoned by Bylaw No. 4961.

2) Sub-section 1) notwithstanding, the maximum density of a development shall comply with the density provisions outlined in a Community or Neighbourhood Plan as applicable.*"*

dd. Amending Section 986 – COMPREHENSIVE DEVELOPMENT ZONE CD-86 by:

i. Replacing 986.2 Residential Uses with the following:
"Subject to the provisions of the Agricultural Land Commission Act where applicable, no more than one (1) of the following is permitted on one (1) *lot*:
1) One (1) *small-scale, multi-unit housing development*, or
2) One (1) *single family dwelling,* plus one (1) *accessory dwelling unit* where the *single family dwelling* does not include a *secondary suite*."

ee. Amending Section 991 – COMPREHENSIVE DEVELOPMENT ZONE CD-91 by:

i. Replacing 991.1 3) with "*residential uses* subject to Section 991.2"

ii. Replacing 991.2 2) with "One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot*."

ff. Amending COMPREHENSIVE DEVELOPMENT ZONE CD-127 by:

i. Replacing 1027.2 Residential Uses with the following:
"1) *Residential uses* shall consist of 82 *apartments* and 5 *small-scale, multi-unit housing developments (*one *small-scale, multi-unit housing development* each on Lot A, B, C, D and E as indicated in Section 1027.12)
2) Overall density shall be in accordance with the provisions of the Southwest Gordon Estate Neighbourhood Plan.*"*

gg. Amending Section 1033 – COMPREHENSIVE DEVELOPMENT ZONE CD-133 by:

i. Replacing 1033.2 Residential Uses with "One (1) *small-scale, multi-unit housing development* is permitted on one (1) *lot."*

NOTICE WAS GIVEN the	3	day of	June	, 2024
READ A FIRST TIME the		day of		, 2024
READ A SECOND TIME the		day of		, 2024
READ A THIRD TIME the		day of		, 2024
ADOPTED the		day of		, 2024

_____ Mayor _____ Township Clerk

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

CEMETERY BYLAW 2016 NO. 5236

AMENDMENT BYLAW NO. 6016

EXPLANATORY NOTE

Bylaw No. 6016 amends the Cemetery Bylaw through housekeeping to update definitions; language related to right of interment transfer or surrender and lot reclamations; adornment regulations; and clarify interment rights on various plot types. Memorial/Marker specifications have been removed from the bylaw and transferred to an operational guideline.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

CEMETERY BYLAW 2016 NO. 5236

AMENDMENT BYLAW NO. 6016

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Cemetery Bylaw 2016 No. 5236 Amendment Bylaw No. 6016".

2. The "Cemetery Bylaw 2016 No. 5236" is amended by:

A. In Section 2. Interpretation
   a) In Section 2.1 (a) replacing the word 'neuter' with the word 'neutral'
   b) In Section 2.2 updating Definitions as follows:
      i replacing the definition of Administrator with the following:
      "Administrator" means the Corporation of the Township of Langley and its designate who is responsible for overseeing the operations of the Cemeteries and carrying out any act or function on behalf of the Township under any applicable municipal, provincial, or federal rules, regulations, and legislation pertaining to the Cemeteries;
      ii replacing the definition of Disinter/Disinterment with the following:
      "Disinter/Disinterment" means the removal, for the purpose of permanent relocation, of:
         (a) Human Remains or Cremated Remains; and
         (b) the container, or any of the remaining container, from the Lot in which the Human Remains or Cremated Remains are Interred;
      iii deleting the definition of Drug Paraphernalia in its entirety
      iv correcting the spelling of 'Exume' in the definition of Exume/Exhumation to 'Exhume/Exhumation.
      v adding the words 'or parent in-law,' after the words 'means parent' in the definition of Family Member
      vi adding the word 'of' after the words 'was a Resident for a continuous period' in the definition of Former Resident
      vii to the definition of Holiday by:
         - adding the words 'Family Day,' after the words 'New Year's Day,'; and
         - adding the words 'Truth and Reconciliation Day,' after the words 'Labour Day,'
      viii adding the words '*R.S.C.B. 1996, c. 267*, as may be amended or superseded from time to time;' to the end of the definition of Liquor
      ix replacing the definition of Liquor License with the following:
      Liquor License means a license issued pursuant to the *Liquor Control and Licensing Act R.S.C.B. 1996, c. 267*, as may be amended or superseded from time to time*;*
      x Adding the following definition after Liquor License:
      'Long-Term Township Service Member" means a person or their spouse who worked for the Township continuously for not less than 20 years.

xi Replacing the words ‘a grave, crypt, Niche or plot’ at the end of the definition of Lot with the words ‘any space designated for this use’

xii Replacing the definition of Natural Burial with the following:
“Natural Burial” means a designated section of the Cemetery where all of the following criteria are met:
(a) embalming is not used;
(b) a simple casket or Urn made of natural biodegradable materials such as wood with no metal or a shroud is used to contain the Human Remains or Cremated Remains; and
(c) any Memorial/Marker is also made of all natural materials;

xiii Adding the words ‘, or Veteran Non-Resident, or Former-Resident-Veteran; after the words Interment of the Veteran’ to the definition of Veteran Lot

xiv Changing the name of the definition for Veteran non-Resident to ‘Veteran Non-Resident and updating throughout the bylaw’;

xv Adding the word ‘by’ between the words ‘in the act and’ ‘the Administrative Authority’ in the last paragraph of Section 2.2

B. In Section 4 Establishment of Cemetery by:
a) by replacing the word ‘Corporation’ with ‘Township’ in Section 4.1;
b) replacing Section 4.2 with the following:
4.2 A copy of the site plans of each Cemetery is filed in accordance with *Business Practices and Consumer Protection Authority Act S.B.C. 4002, C.3*, as amended or superseded from time to time; and copies shall also be kept available for public inspection in the Cemetery office and at such other places as deemed necessary by the Administrator.

C. In Section 6. Fees and Charges by:
a) adding the words ‘of any supplies being provided or any services being performed by the Township.’ to the end of Section 6.2

D. In Section 7. Care Fund by:
a) replacing the word ‘will’ with the word ’shall’ in the second sentence of Section 7.1 after the words ‘All monies in the Care Fund’
b) amending Section 7.2 by:
i replacing the word ‘will’ with the word ‘shall’ after the words ‘The Care Fund’ at the start of the section
ii replacing the word ‘will’ with the word ‘shall’ after the words ‘The Administrator’ in the second sentence
c) replacing the word ‘principle’ with the word ‘principal’ after the words ‘to increase the’ at the end of Section 7.2. (c)
d) replacing Section 7.4 with the following:
7.4 The principal sum of the Care Fund shall not be reduced other than in accordance with an order from the Administrative Authority pursuant to the Act.
e) amending Section 7.5 by:
i replacing the word ‘will’ with the word ‘shall’ after the words ‘The Director of Finance’;
ii replacing the word ‘will’ with the word ‘shall’ after the words ‘at the end of each financial year’

E. In Section 8. Sale of Right of Interment by:
   a) replacing the word ‘will’ with the word ‘shall’ after the words ‘Interred in the Lot, and no Person’ in Section 8.2
   b) adding the words ‘, or a Long-Term Township Service Member.’ to the end of Section 8.3
   c) replacing Section 8.4 with the following:
      8.4 A pre-need Right of Interment may only be issued to a person who is sixty (60) years of age or order, and:
      (a) is a Resident;
      (b) is a Long-Term Township Service Member; or
      (c) is a Former Resident.
   d) replacing Section 8.5 with the following:
      8.5 Pre-need Rights of Interment may not, in any given calendar year, in any given Cemetery, exceed the lesser of one-hundred (100) available Lots of the same interment type, or 50% of all remaining available Lots of the same interment type in the Cemetery.
   e) adding the words ‘and a Right of Interment has been issued by the Administrator’ to the end of Section 8.7

F. In Section 9. Right of Interment Transfer or Surrender by:
   a) amending the end of Section 9.1 to replace references to section 9.1 with 9.2
   b) replacing Section 9.2 with the following:
      9.2 A Transfer under section 9.1 shall be executed when:
      (a) the Rights Holder has provided the Administrator with the name and address of the Family Member to whom a transfer is to be made;
      (b) a copy of supporting documents proving the transferee is a Family Member or an affidavit identifying the person as such has been provided to the Administrator;
      (c) the Administrator has signed and issued a Right of Interment transfer certificate;
      (d) all transfer fees have been paid as set forth in the Fees and Charges Bylaw and may include, without limitation, an Administration Fee; and
      (e) such other information as may be reasonably required by the Administrator has been provided.
   c) replacing The first paragraph of Section 9.3 with the following:
      9.3 A Right of Interment may be surrendered to the Township at the discretion of the Administrator. A refund equal to the greater of:
      - the original purchase price, less the Care Fund Contribution; or
      - 40% of the current purchase price,

      less any required admin fees, shall be issued to the relevant Rights Holder provided:

G. In Section 10. Reclaiming A Lot by:
   a) replacing Section 10.1 with the following:
      10.1 Upon approval by the Administrative Authority, a Right of Interment may be reclaimed by the Township if:
      (a) a minimum period of fifty (50) years has elapsed from the date of purchase; and
      (b) a minimum of ninety (90) days has passed since public notice and notice of intent to reclaim has been sent to the Rights Holder and the Person identified as the Person whose Human Remains or Cremated Remains are to be Interred in the Lot, at their last known addresses.

H. In Section 12 Interment by:
   a) replacing Section 12.1 with the following:
      12.1 An Interment shall be made within the Cemetery once an Interment Authorization has been issued by the Administrator and the Rights Holder has paid all applicable Fees.
   b) replacing Section 12.3 with the following:
      12.3 Interment shall only be performed within the Cemetery with the written permission of the Administrator and shall only be conducted in predefined Lots approved by the Administrative Authority.
   c) amending Section 12.4 by:
      i adding the word ‘the’ before the words ‘gross negligence of the Township’
      ii replacing the words ‘and/or’ with the word ‘or’ after the words ‘of the Township’
   d) replacing Section 12.5 with the following:
      12.5 All Lots, except those designated for Interment of two Human Remains in a single Lot, and those for Cremated Remains, are limited to a single Interment of Human Remains.
   e) replacing Section 12.6 with the following:
      12.6 Each Interment shall be made utilizing a Grave Liner, as approved by the Administrator in writing, except for Natural Burials, scattered Cremated Remains and Cremated Remains placed within an Ossuary.
   f) replacing Section 12.9 with the following:
      12.9 Where Interment of two Human Remains is permitted in a Lot, the first casket shall be buried in the Lot at a lower depth than the second and each of the two burials in the Lot shall conform to the requirements of section 12.7. Only Burial Vaults are permitted for such lower depth burial.
   g) replacing Section 12.11 with the following:
      12.11 Each Lot used for the purpose of the Interment of Adult Human Remains may also, with the written consent of the Administrator, be used for the Interment of not more than eight (8) Cremated Remains of Family Members of a person whose Human Remains have been Interred in the Lot. Where Cremated Remains are placed on the Lot prior to the full depth Interment of Human Remains, all Fees and Charges associated with Disinterment of each Cremated Remains must be paid prior to the full depth Interment of Human Remains. The Interment of the Cremated Remains shall conform to the requirements of section 12.8.
   h) replacing Section 12.12 with the following:
      12.12 The Interment of Human Remains or Cremated Remains in the Cemetery shall only occur between the hours of 9:00am and 3:00pm, Monday to Friday, excluding Holidays.
   i) replacing Section 12.13 with the following:
      12.13 Interments outside of the hours prescribed in section 12.12 or on weekends or Holidays shall be permitted to occur only upon payment of any Administrative Fees as set out in the Fees and Charges Bylaw, and with the written consent of the Administrator, which consent shall be given in all circumstances where an early Interment is required upon the directions of the Medical Health Officer under sections 12.15 and 12.16 and shall be fully discretionary in all other cases, having regard to the availability of resources and the costs of providing the same.
   j) amending the references in Section 12.14 from 12.11 and 12.12 to 12.12 and 12.13 respectively
   k) amending Section 12.15 by:
      i adding the words ‘of Human Remains’ after the words ‘No Interment of’
      ii adding the word ‘their’ after the words ‘of the Rights Holder or’

l) replacing the word ‘Township with the word ‘Cemetery’ after the words ‘during any period when the’ in Section 12.16
m) adding the words ‘of the ground’ after the words ‘is permitted upon the surface’ in Section 12.18 (b)
n) adding the words’ or intended to be Co-Mingled’ after the words ‘Co-Mingled’ in Section 12.19 (b)

I. In Section 13. Interment In The “Field Of Honour” by:
a) adding the words ‘to the Administrator:’ at the end of the first sentence in Section 13.3
b) deleting the word ‘or from the end of Section 13.3 (b)
c) replacing the period at the end of Section 13.3 with words ‘
d) adding a new Section 13.3 (d) as follows:
(d) any other information reasonably required by the Administrator.

J. In Section 14. Permission to Disinter Or Exhume by:
a) amending Section 14.1 (e) by adding the words ‘at least’ after the words ‘been given
b) replacing Section 14.2 with the following:
14.2 No Disinterment or Exhumation shall be made of the first Interment from any Lot which allows the Interment of two Human Remains, in which a second Interment has been made, unless the second Interment is Disinterred or Exhumed at the same time at a fee as set forth in the Fees and Charges Bylaw.
c) adding a new Section 14.6 as follows:
14.6 Neither the Administrator nor the Township is responsible for any movement or migration of any casket, Urn, or other container, or any Human Remains or Cremated Remains caused by the movement and shifting of the ground over time.

K. In Section 15. Natural Burial by:
a) deleting Section 15.4 in its entirety

L. In Section 16. Memorials/Markers by:
a) replacing the word ‘will’ with the word ‘shall’ in Section 16.1
b) inserting a new Section 16.2 as follows and renumbering subsequent Sections accordingly
16.2 All Memorials/Markers shall conform to the size, shape, and aesthetics as set out by the Administrator.
c) deleting replacing the word ‘will’ with the word ‘shall in the newly renumbered Sections 16.3 and 16.4
d) adding the words ‘, or such other location as designated by the Administrator’ to the end of newly numbered Section 16.5 (d)
e) revising the references in Section 16.6 from sections 16.2 and 16.4, respectively, to 16.3 and 16.5, in both occurrences.
f) replacing the newly numbered Section 16.7 with the following:
16.7 Installation of Memorials/Markers at a Cemetery shall occur between 9:00am and 4:00pm on weekdays (Monday through Friday, excluding Holidays). Installations shall be made as soon as possible after delivery of the Memorial/Marker to the Township and timelines may vary depending on scheduling issues, weather conditions, and ground conditions.
g) replacing the newly numbered Section 16.11 with the following:
16.11 Additional Memorials/Markers are allowed where Cremated Remains are

Interred in an occupied Adult Lot. The Memorial/Marker shall be centered immediately below the existing Memorial/Marker.

h) deleting the newly number Sections 16.13 through 16.16 starting with 'Each bronze flat Memorial Marker shall' and ending with 'all Memorials/Markers shall be installed by the Administrator".
i) amending newly numbered Section 16.14 by:
   i adding the word ', unsightly,' after the words 'might be hazardous
   ii replacing the 'days notice' with the words 'days' notice' after the words 'after 30'
j) amending newly numbered Section 16.15 by:
   i replacing the words 'to a' with the word 'for' after the words 'gain access' in the first sentence
   ii adding the words 'following completion of the excavation of the adjoining Lot.' at the end of the last sentence

M. In Section 17. Niches by:
   a) deleting Section 17.2 in its entirety and renumbering the subsequent Sections
   b) amending the newly numbered Section 17.3 by:
      i adding the words 'Administrator, in his or her sole discretion, considering the' after the words 'each Niche is determined by the' in the first sentence
      ii adding the words ', in writing.' at the end of the last sentence

N. In Section 18. General by:
   a) replacing Section 18.1 with the following:
      18.1 No person shall adorn any Lot in a Cemetery, except for the placement of cut flowers, wreaths, floral offerings, and artificial flowers, and which shall be removed by the Administrator when their condition is considered to be detrimental to the aesthetics of a Cemetery of for the purpose of regular Cemetery maintenance.
   b) replacing Section 18.2 with the following:
      18.2 Artificial wreaths and flowers shall be allowed in a Cemetery from November 1 until March 1. Artificial wreaths and flowers remaining in a Cemetery after March 1 shall be removed by the Administrator.
   c) Replacing the word 'provided' with the words 'installed as permitted by' after the words 'except those' in Section 18.4
   d) amending Section 18.5 by:
      i adding the words ', except as permitted by the Administrator, in writing.' after the words 'in a Cemetery'
      ii replacing the second sentence with the following:
      Such items that are not permitted by the Administrator, in writing, may be removed by the Administrator.
   e) amending Section 18.6 by:
      i correcting the word Columbaria to start with a lower case 'c'
      ii adding the words ', except as permitted by the Administrator, in writing' to the end of the sentence
   f) replacing Section 18.7 with the following:
      18.7 No person shall cut down or destroy any tree (less than 20cm diameter at breast height), shrub, plant, flower, or bulb in a Cemetery except as permitted by the Administrator, in writing. Damage or removal of trees over 20cnm diameter at breast height shall be subject to requirements of Tree Protection Bylaw 2019 No. 5478, as amended or superseded from time to time.
   g) adding the words ', in writing'. to the end of Section 18.8 and Section 18.9

h) replacing Section 18.10 with the following:
18.10 No person shall play any game or sport in a Cemetery or carry out any other activity in a Cemetery, other than attendance at a funeral service or the visitation of any Lot for the purpose of paying respect to the dead, except as permitted by the Administrator, in writing.
i) amending Section 18.11 by:
i adding the words 'and only' after 'military funeral,'
ii adding the words ', in writing.' after the word 'Administrator
j) adding the words ', or otherwise' after the words 'this Bylaw' in Section 18.15 (b)
k) replacing Section 18.16 with the following:
18.16 No person shall display, distribute, post, paint, or affix any advertisements or other promotional material of any kind whatsoever in a Cemetery. Without limiting the generality of the foregoing, no person shall solicit orders for or place or cause to place advertising material for Memorials/Markers, columbaria, or similar works within the limits of the Cemetery, except as permitted by the Administrator, in writing.
l) amending Section 18.17 by:
i replacing the word 'authorized' with the word 'permitted'
ii adding a comma after the word 'Cemetery'
iii adding the words ', in writing.' to the end of the sentence
m) amending Section 18.18 by:
i replacing the word 'authorized' with the word 'permitted'
ii adding a comma after the word 'purpose'
iii adding the words ', in writing.' to the end of the sentence
n) Amending Section 18.19 by:
i replacing the word 'authorized' with the word 'permitted'
ii adding a comma after the word 'Cemetery'
iii adding the words ', in writing.' to the end of the sentence
o) amending Section 18.20 by:
i adding a comma after the word 'Cemetery'
ii replacing the word 'authorized' with the word 'permitted'
iii adding the words ', in writing,' after the words 'the Administrator'
iv adding the words ', as amended or superseded from time to time' after the words 'Fire Prevention Bylaw 2014 No. 4956'
p) deleting Section 18.21 in its entirety and renumbering subsequent sections
q) amending the newly number Section 18.21 by
i adding a comma after the word 'Cemetery'
ii replacing the words 'authorized by and in compliance with a Liquor License' with the words 'permitted by the Administrator, in writing.'
r) Amending Section 18.25 by
s) adding a new Section 18.26 as follows:
For any actions taken, authorized, or directed by the Administrator under this Bylaw, the Administrator is not required to give notice to Rights Holders or any other person, unless expressly required under this Bylaw.

O. In Section 20. General Provisions by:
a) amending Section 20.1 by:
i replacing the words 'will' with the word 'shall'
ii adding the words 'or elsewhere' after the words 'negligence of the Township hereunder,' in the second sentence
b) Amending Section 20.5 by replacing the word 'will' with word 'shall' after the words 'that Interment'

READ A FIRST TIME the	27	day of	May	, 2024
READ A SECOND TIME the	27	day of	May	, 2024
READ A THIRD TIME the	27	day of	May	, 2024
ADOPTED the		day of		, 2024

_____ Mayor _____ Township Clerk

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

BYLAW NOTICE ENFORCEMENT BYLAW 2008 NO. 4703

AMENDMENT BYLAW NO. 6017

EXPLANATORY NOTE

Bylaw No. 6017 updates the Township of Langley Bylaw Notice Enforcement Bylaw to update violation references within Township of Langley Cemetery Bylaw 2016 No. 5236, as amended.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

BYLAW NOTICE ENFORCEMENT BYLAW 2008 NO. 4703

AMENDMENT BYLAW NO. 6017

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Bylaw Notice Enforcement Bylaw 2008 No. 4703 Amendment Bylaw No. 6017”.

2. The “Bylaw Notice Enforcement Bylaw 2008 No. 4703” as amended is further amended by:

   Replacing the table for Township of Langley Cemetery Bylaw 2016 No. 5236 with the following:

Column 1 Offence	Column 2 Bylaw Section	Column 3 Fine
Adorn any Lot except as permitted	18.1/18.2	$100
Plant trees, shrubs, plants, flowers, or bulbs, illegally planted plant material	18.3	$100
Place bench	18.4	$100
Erect or place fence, hedge, border curbing or railing, boxes, shells, toys, wire screens, arbours, trellises, tripods or other objects.	18.5	$100
Destroy, damage, alter, write on, mutilate, deface, injure, or remove items placed or left in a Cemetery	18.6	$500
Cut down or destroy any tree (less than 20cm diameter at breast height), shrub, plant, flower, or bulb except as permitted	18.7	$500
Construct, erect, or install a building, structure, or shelter except as permitted	18.8	$100
Enter or remain in Cemetery after hours	18.9	$150
Play games or sport or other activity	18.10	$100
Discharge firearms	18.11	$100

Disturb, harass, frighten or endanger others	18.12	$250
Deposit rubbish, debris, litter, waste or other offensive matter.	18.13	$100
Violate any rule, notice or order posted or otherwise available	18.14	$100
Violate driving restrictions	18.15	$100
Display, distribute, post, paint, affix advertisements or other promotional material	18.16	$100
Offer or sell goods or services	18.17	$250
Solicit funds for commercial purpose.	18.18	$250
Light fire	18.19	$250
Discharge Fireworks	18.20	$500
Possession and Consumption of Liquor	18.21	$100
Smoking	18.22	$100
Disobey Administrator's instructions	18.23	$100
Disturbing proper decorum, quiet and good order, solemnity or repose	18.24	$100
Owner, or person with custody, care and control of animal permits the animal to run at large, be off leash, disturb the quiet and good order, harass, frighten, injure or kill other animals or persons	18.25	$100

READ A FIRST TIME the	27	day of	May	, 2024
READ A SECOND TIME the	27	day of	May	, 2024
READ A THIRD TIME the	27	day of	May	, 2024
ADOPTED the		day of		, 2024

_____ Mayor _____ Township Clerk

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (COPPER CANYON) BYLAW 2016 NO. 5205

EXPLANATORY NOTE

Bylaw 2016 No. 5205 rezones 3.9 ha (9.7 ac) of land located at 20450 – 36 Avenue to Residential Zone R-1D to permit the subdivision of 40 fee simple single family lots.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (COPPER CANYON HOLDINGS LTD.) BYLAW 2016 NO. 5205

A Bylaw to amend Township of Langley Zoning Bylaw 1987 No. 2500;

WHEREAS it is deemed necessary and desirable to Township of Langley Zoning Bylaw 1987 No. 2500" as amended;

NOW THEREFORE, the Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Copper Canyon) Bylaw 2016 No. 5205".

2. The "Township of Langley Zoning Bylaw 1987 No. 2500" as amended is further amended by rezoning the lands described as:

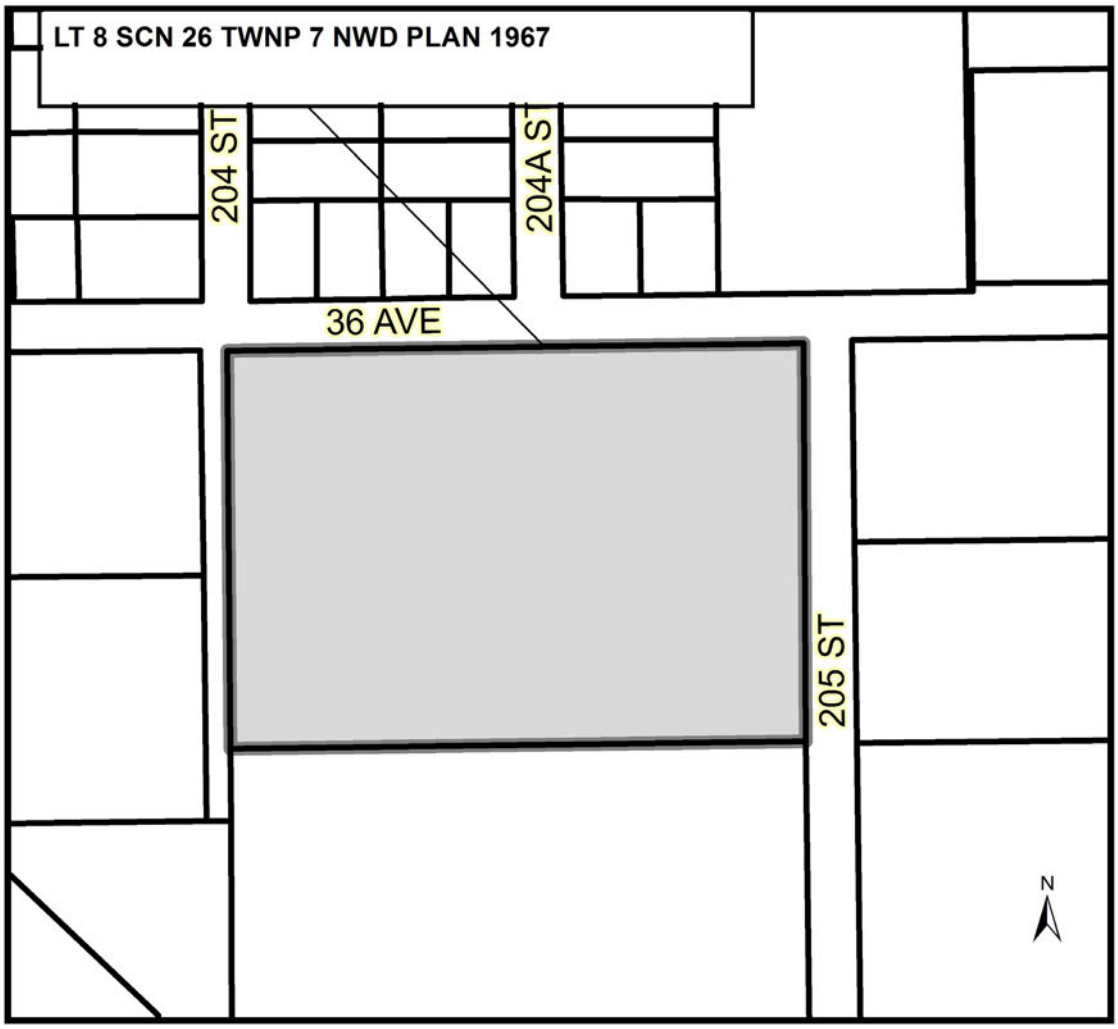
   Lot 8 Section 26 Township 7 New Westminster District Plan 1967

   as shown delineated on Schedule "A" attached to and forming part of this Bylaw to Residential Zone R-1D.

READ A FIRST TIME the	30	day of	May	, 2016.
READ A SECOND TIME the	30	day of	May	, 2016.
PUBLIC HEARING HELD the	13	day of	June	, 2016.
READ A THIRD TIME the	27	day of	June	, 2016.
ADOPTED the		day of		, 2024.

_____ Mayor _____ Township Clerk

SCHEDULE 'A'
BYLAW NO. 5205



THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY PHASED DEVELOPMENT AGREEMENT (COPPER CANYON HOLDINGS INC.) BYLAW 2016 NO. 5216

EXPLANATORY NOTE

Bylaw 2016 No. 5216 authorizes the Township of Langley to enter into a phased development agreement with Copper Canyon Holdings Inc.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY PHASED DEVELOPMENT AGREEMENT

(COPPER CANYON HOLDINGS INC.) BYLAW 2016 NO. 5216

A Bylaw to enter into a phased development agreement;

WHEREAS under Section 516 of the *Local Government Act* a municipality may enter into a phased development agreement with the owner of land to provide the municipality with amenities, works and services and other things; provide assurances related to future changes to land use regulations; and allow development to proceed in phases over an extended period of time;

AND WHEREAS Council has considered the bylaw in conjunction with the Official Community Plan*;*

NOW THEREFORE, the Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “Township of Langley Phased Development Agreement (Copper Canyon Holdings Inc.) Bylaw 2016 No. 5216”.
2. Appendix "A” is a copy of the phased development agreement.
3. If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by a court of competent jurisdiction, the invalid portion shall be severed and the holding of invalidity shall not affect the validity of the remainder of the Bylaw.
4. The Township enters into, and the Mayor and Corporate Officer, are authorized to execute that certain form of phased development agreement attached to and forming part of this bylaw as Appendix “A”.

READ A FIRST TIME the	30	day of	May	, 2016.
READ A SECOND TIME the	30	day of	May	, 2016.
NOTICE WAS ADVERTISED ON	3, 8	day of	June	, 2016.
PUBLIC HEARING HELD the	13	day of	June	, 2016.
READ A THIRD TIME the	27	day of	June	, 2016.
ADOPTED the		day of		, 2016.

_____ Mayor _____ Deputy Township Clerk

APPENDIX "A"
PHASED DEVELOPMENT AGREEMENT

THIS AGREEMENT dated for reference _____, 2016

BETWEEN:

Copper Canyon Holdings Inc.
8271 No. 5 Road
Richmond, BC
V6Y 2V5

(the "**Developer**")

AND

The Corporation of the Township of Langley
20338-65 Avenue
Langley, BC
V2Y 3J1

(the "**Township**")

THIS AGREEMENT WITNESSES that, pursuant to section 516 of the *Local Government Act*, and in consideration of the promises hereby contained, the parties agree as follows:

A. Definitions

1. In this Agreement

"**Approving Officer**" means the Approving Officer having jurisdiction for subdivision approval under the *Land Title Act* and *Strata Property Act*;

"**Assumption Agreement**" means an assumption agreement under sections 21(7) through (11);

"Lands" means the lands legally described in Schedule A;

"**PDA Bylaw**" means the bylaw authorizing the entering into of this Agreement, being the "Township of Langley Phased Development Agreement Bylaw No. 5216, 2016;

"**Release**" means a release or discharge sufficient to remove a charge or other interest registered against the title to land at the Land Title Office;

"**Section 219 Covenant**" means a covenant that precludes construction of a building on the Lands, other than for servicing infrastructure, until the conditions of use of buildings or land are satisfied in accordance with the covenant, which Section 219 Covenant will be released when the Township has certified in writing that the conditions have been satisfied;

"**Site Plan"** means the plan attached as Schedule "C" to this Agreement;

"**Specified Bylaw Provisions**" means:

(a) any and all provisions of the Zoning Bylaw that are applicable to the Lands as of the date of this Agreement, that regulate:

(i) the use of land, buildings and other structures;

(ii) the density of the use of land, buildings and other structures;

(iii) the siting, size and dimensions of:

A. buildings and other structures; and

B. uses that are permitted on the land; and

(iv) the location of uses on the land and within buildings and other structures;

(v) the shape, dimensions and area, including the establishment of minimum and maximum sizes, of parcels of land that may be created by subdivision; or

(vi) the conditions that will entitle an owner to different density regulations;

(b) the subdivision and development standards set out in the Subdivision Bylaw as of the reference date of this Agreement;

"**Subdivision Bylaw**" means Township of Langley Subdivision and Development Servicing Bylaw No. 4861, 2011 as it stands on the date of this Agreement, a copy of which is certified by Corporate Officer and delivered to each of the Parties as of the reference date of this Agreement;

"**Term**" means ten (10) years from the date of adoption of the PDA Bylaw;

"**Zoning Bylaw**" means Township of Langley Zoning Bylaw No. 2500, 1987 as it stands on the date of this Agreement, a copy of which is certified by the Corporate Officer and delivered to each of the Parties as the reference date of this Agreement;

B. <u>Phases</u>

2. The phasing of the development of the Lands may proceed in accordance with the phasing plan set out in Schedule C.

C. Amenities and Other Terms and Conditions

3. (a) The Developer shall complete and submit to the Township professional engineering assessments for the proposed development on the Lands as necessary, including a geotechnical assessment to confirm suitability of the Lands for the intended use, a review of any potential impacts on the Township's roads, water, sanitary sewer and drainage systems and traffic circulation, prior to final subdivision approval.

(b) If applicable under Provincial enactments, the Developer shall obtain

(i) approval in principle of a remediation plan from the Ministry of Environment prior to the issuance of a development permit in respect of the Lands, and

(ii) a Certificate of Compliance prior to the issuance of the final building permit in respect of the Lands.

(c) The Developer shall concurrently with this Agreement execute and deliver to the Township if requested by the Township an Indemnity Agreement, satisfactory to the Township Council, protecting the Township from any and all liability or damages arising out of or related to the presence of any contaminated soil on the Lands.

(d) The Developer shall reroute all overhead utility wires underground on the Lands and on any public land adjacent to the Lands.

(e) The Developer shall at all times comply with Best Management Practices from the Ministry of Environment respecting protection of endangered species and species at risk.

4. The Developer at its sole cost shall

(a) transfer land to the Township, in addition to required park land dedications, for public open space pocket parks, and dog off-leash park areas,

(b) provide greenway and multi-use trail improvements,

(c) provide a portion of a new recreation facility,

(d) provide improvements to fire halls, and

(e) provide public art

(the "Amenities") in the Township, all for the benefit of the Township residents. The Developer and Township acknowledge and agree that the maximum liability of the Developer under this section 4 is the amount the parties have agreed to under section 5.

These amenities will be located at sites stipulated by the Township in accordance with specifications and standards stipulated by the Township.

5. The Developer agrees that, without limiting section 4, the Developer has elected in lieu of directly providing the Amenities to pay the Township the sum of $763,778 on or before the date the Township's Approving Officer approves the subdivision after the reference date of this Agreement to allow new development on the Lands, on the understanding that:

   (i) the Township will use the monies solely for one or more of the Amenities; and
   (ii) the Township will in its sole discretion determine the Amenities to be provided, the location in the Township, and the specifications and standards.

D. <u>Bylaw Changes</u>

6. Changes to the definition of the Specified Bylaw Provisions can only be made by amending this Agreement.

7. Changes made during the Term to provisions of the Zoning Bylaw that fall within the definition of the Specified Bylaw Provisions will not apply to the development of the Lands, including any parcels created therefrom, unless:

   (a) the changes fall within the limits established by section 516 of the *Local Government Act*, being:

      (i) changes to enable the Township to comply with an enactment of British Columbia or of Canada;

      (ii) changes to comply with the order of a Court or arbitrator or another direction in respect of which the Township has a legal requirement to obey;

      (iii) changes that, in the opinion of the Township, are necessary to address a hazardous condition of which the Township was unaware at the time it entered into this Agreement; and

      (iv) other changes that may be made as a result of an amendment to the *Local Government Act*;

   (b) this Agreement has been terminated pursuant to sections 15 or 16; or

   (c) the Developer has agreed in writing that the changes apply, in accordance with section 10.

8. Changes made during the Term to provisions of the Subdivision Bylaw that fall within the definition of the Specified Bylaw Provisions will not apply to the development of the Lands, including any parcels created therefrom, unless:

   (a) the change is a change to standards for water, sanitary sewer, or storm sewer that

are of general application across the Township;

(b) the changes fall within the limits established by section 516 of the Local Government Act, being:

(i) changes to enable the Township to comply with an enactment of British Columbia or of Canada;

(ii) changes to comply with the order of a Court or arbitrator or another direction in respect of which the Township has a legal requirement to obey;

(iii) changes that, in the opinion of the Township, are necessary to address a hazardous condition of which the Township was unaware at the time it entered into this Agreement; and

(iv) other changes that may be made as a result of an amendment to the *Local Government Act*;

(c) this Agreement has been terminated pursuant to sections 15 or 16; or

(d) the Developer has agreed in writing that the changes apply, in accordance with section 10.

9. In the event of the repeal by the Township of the Zoning Bylaw or the Subdivision Bylaw in its entirety, including where that bylaw is replaced by one or more bylaws under the Local Government Act, the Developer and the Township agree that the Specified Bylaw Provisions continue to apply to the Lands for the balance of the term of this Agreement, despite such repeal.

10. (1) The agreement of the Developer that changes to provisions of the Zoning Bylaw and the Subdivision Bylaw that fall within the definition of the Specified Bylaw Provisions will apply to the Lands will only be effective if it is in writing and includes the terms set out in Schedule "D";

(2) Following execution of the agreement that includes the terms set out at Schedule "D", section 7 of this Agreement will continue to apply, and further or subsequent changes made by the Township to its Zoning Bylaw and Subdivision Bylaw that fall within the definition of the Specified Bylaw Provisions will not apply to the development of the Lands unless the Developer agrees in writing that they apply, by way of a further agreement that includes the terms set out at Schedule "D"; and

(3) In the event of the transfer of title to a portion of the Lands, the right of consent of the transferee is limited to the lands acquired by the transferee, and the transferee shall not have any right of consent as regards lands that it has not acquired.

11. Changes made to the provisions of the Zoning Bylaw and Subdivision Bylaw that do not fall within the definition of the Specified Bylaw Provisions will apply to the development of the Lands, including any parcels created therefrom. For certainty, the interpretation of whether a section in the Zoning Bylaw and Subdivision Amendment Bylaw is one of the Specified Bylaw Provisions is not impacted by the headings used in the Zoning Bylaw and Subdivision Bylaw.

12. In the event of the transfer of title of a portion of the Lands, the right of consent of the transferee under section 516 of the *Local Government Act* is limited to the lands acquired by the transferee, and the transferee shall not have any right of consent as regards any land that the transferee has not acquired.

F. Amendment, Termination, Enforcement, Arbitration and Title Transfer

F.1. Amendment

13. (1) No amendment to this Agreement shall be effective unless it is made in writing and is duly executed by the Developer and the Township.

(2) The Township, by resolution without a new public hearing, and the Developer, may agree to "minor amendments" of this Agreement. For the purposes of this Agreement, a "minor amendment" is any amendment other than one that proposes the renewal or extension of this Agreement or changes to any of the following provisions of this Agreement:

(a) the Lands;

(b) the definition of the Specified Bylaw Provisions'

(c) the Term of this Agreement;

(d) the provision of this Agreement regarding what cannot constitute a minor amendment; or

(e) the provisions of this Agreement regarding transfer.

(3) Nothing in subsection (2) prevents the Township from deciding to hold a public hearing in advance of a minor amendment to this Agreement if it so chooses.

(4) A public hearing is required as a precondition to an amendment to this Agreement that is not a minor amendment.

F.2 Term, Termination, Enforcement and Arbitration

(1) Term

14. The Term of this Agreement is ten (10) years from the date of the adoption of the PDA Bylaw, unless otherwise terminated in accordance with the provisions hereof.

(2) Termination

15. The parties may terminate this Agreement by mutual written agreement at any time before the transfer of a subdivided parcel within the Lands to a third party.

16. The Township may, but is not obliged to, terminate this Agreement before the expiry of the Term if the Developer does not, at the time it registers the Precinct Subdivision at the Land Title Office, also register the Servicing Covenant against the title to each Precinct to which it applies.

17. Sections 30 and 33 shall survive the termination of this Agreement.

18. The Developer and the Township agree that neither party may terminate this Agreement before the expiry of the Term, except as provided in sections 15 and 16.

(3) Enforcement

19. (a) The Developer and the Township agree that the following enforcement procedures and remedies will be available if the other does not comply with any other section hereof when required:

(i) apart from disputes related to such matters that are referred to in section 20, either party may commence proceedings for a declaration or to otherwise enforce against any breach, and, if successful, will be entitled to recover costs from the other on a solicitor and his own client basis;

(ii) either party may commence proceedings for injunctive relief in connection with a breach, and, if successful, will be entitled to receive costs from the other on a solicitor and his own client basis; and

(iii) the Developer or the Township, as the case may be, will be responsible to the other for the cost, losses and damages that flow from any breach of the terms of the Agreement by the other;

provided however that, in the event of a default in performance of any such sections, each will give the other written notice within thirty days after it becomes aware that any default has occurred, and the other will have thirty days from the date of the written notice to correct the default.

(b) The Developer covenants and agrees that expiry of the Agreement and any termination in accordance with section 15 or 16 or otherwise, does not entitle to recover any portion of the Amenities or to seek restitution in relation thereto or in relation to any other obligation of as performed (and specifically agrees that the Specified Zoning Bylaw Provisions of this Agreement for the period prior to expiry or termination provides sufficient consideration for the Amenities) and the release and indemnity provisions under section 33 apply in this regard.

(c) The Developer covenants and agrees it will not commence or advance a legal proceeding of any kind to seek to quash, set aside, hold invalid this Agreement, or the Zoning Bylaw, or to recover any portion of the Amenities provided under this Agreement, or seek restitution in relation to any of the Amenities provided under this Agreement, and if does any of the foregoing, the Township may provide this Agreement to the Court as a full and complete answer.

(d) Without limitation, paragraphs (b) and (c) apply whether or not the Developer proceeds with any development on the Lands.

(e) The Developer shall execute, deliver and register in the Land Title Office a Covenant under section 219 of the *Land Title Act*, in the form and with the content of Schedule F, concurrently with and conditional upon the adoption of the PDA Bylaw, with the intention that this covenant shall be registered against title to the Lands in order to secure the obligations of the owner of the Lands to use and develop the Lands in accordance with the provisions of this Agreement.

(f) Following termination of this Agreement development of the Lands shall continue to be governed by the section 219 Covenants attached as Schedule B and F.

(4) Interpretation and arbitration

20. (1) In the event of any dispute related to matters under the following provisions:

(a) section 1 and Schedule B and F [terms of section 219 Covenant];

(b) sections 3 and 4 [all issues related to the amenities and other terms and conditions];

(c) section 21 (7) to (10) [Assumption Agreement terms];

and any failure to reach agreement on any matter related thereto, such dispute or disagreement may be submitted by either party to and be finally settled by a single arbitrator pursuant to the *Arbitration Act* (British Columbia), provided that it is understood and agreed that:

(d) the Developer's ability to proceed with construction is not to be delayed while any arbitration related to any of the above matters other than Assumption Agreement terms occurs, but rather the Developer may proceed on the basis of the position it takes on any such matter, provided it first provides security to the Township by way of a clean irrevocable letter of credit securing the reasonable difference in cost of satisfying the matter according to the Developer's position and the costs of satisfying the matter according to the Township's position; and

(e) this section 20 is not intended to, nor is to be construed as, preventing the parties hereto, or either of them, from seeking relief from the courts to establish appropriate terms on which the Developer may proceed with construction pending an arbitration (i.e. regarding the scope of the dedication, obligation, Assumption Agreement terms, etc.);

(2) If the parties cannot agree to a single arbitrator, then such arbitrator shall be chosen by reference to a Judge of the Supreme Court of British Columbia;

(3) The parties shall share equally in the costs of:

(a) referring the choice of an arbitrator to a Judge of the Supreme Court of British Columbia, and

(b) any arbitration;

(4) The determination made by a single arbitrator will be final and binding upon the Developer and the Township; and

(5) The provisions of this section will be deemed to be a submission to arbitration within the provisions of the *Arbitration Act* (British Columbia), except on the question of arbitrator remuneration.

F.3 Rights and obligations upon title transfer

Rights of Developer

21. (1) Nothing in the Agreement in any way limits the right of the Developer to sell all, or any portion of, the Lands.

Rights of transferees – generally

(2) In the event of a sale, the "class of persons" by whom the rights set out in this Agreement may be exercised without further consent by the Township, as contemplated by section 516 of the *Local Government Act,* is any company, partnership, individual or other entity to whom the Developer transfers the Lands, or individual parcels subdivided therefrom, other than companies, partnerships, individuals or entities that are in receivership or bankruptcy. By signing this Agreement, the Township gives its consent to the assignment of such rights to any party within such 'class of persons' consent, with such rights being as more particularly set out in subsections (4) through (10) inclusive of this section.

(3) A company, partnership, individual or entity that is in receivership or bankruptcy may only exercise the rights set out in this Agreement if it first obtains the consent of the Township to the assignment of such rights.

Obligations of transferees – generally

(4) Further to sections 503 and 516 of the *Local Government Act*, the terms of this Agreement are binding on all persons who acquire an interest in the land affected by this Agreement, with such obligations being as more particularly set out in subsections (5) through (10) inclusive of this section.

Obligations of the Developer and transferee – transfer of the whole of the Lands

(5) In the event of a transfer of the whole of the Lands to a party within the "class of persons" referenced in subsection (2), then:

(a) this Agreement is, effective immediately upon such transfer, assigned to the transferee such as to be a Phased Development Agreement between the Township of the transferee, and enforceable as between the Township and the transferee;

(b) the obligations of the Developer to the Township under this Agreement (as compared to the obligations of the transferee to the Township) will cease if, but only if, the Developer provides the Township with an acknowledgement signed by the transferee that the transferee assumes the obligations of the Developer under this Agreement; and

(c) notwithstanding subsection (b), the Developer will not be released as regards any breach of this Agreement that occurred while the Developer was the owner of or had an interest in the Lands, unless the Township provides the Developer with a release to that effect.

Rights of transferee – transfer of a subdivided portion of the Lands

(6) In the event of a transfer of any subdivided portion of the Lands:

(a) the transferee shall have all right, title, benefit, interest, privilege and advantage of the Developer further to Part E [Bylaw changes and development permits] of this Agreement in respect of the portion of the Lands transferred to the transferee, but only in respect of that portion of the Lands transferred; and

(b) for greater certainty, the agreement of the transferee is not and will not be required under Part E [Bylaw changes and development permits] of this Agreement on the issue of whether a change made to the Specified Bylaw Provisions is applicable to the development of lands other than the portion of the Lands transferred to the transferee;

(c) subject to subsection (8), the transferee:

(i) shall not have any rights under any provision of this Agreement other than those in Part E [Bylaw changes and development permits], as against either the Developer or the Township; and

(ii) notwithstanding subsection (1), the transferee shall have no rights, or remedies against either the Developer or the Township, in the event of the termination of this Agreement further to the provisions hereof.

Obligations of the Developer and the transferee – transfer of a subdivided portion of the Lands

(7) Unless an Assumption Agreement is entered into between the Township, the Developer and the transferee, a transfer of a subdivided portion of the Lands does not in any way affect:

(a) the rights and obligations of the Township as against the Developer (as compared to the transferee) under this Agreement;

(b) the rights and obligations of the Developer (as compared to the transferee) as against the Township under this Agreement; or

(c) the Township's right to terminate this Agreement (and by doing so terminate the rights of the transferee) under section 16 of this Agreement.

(8) An Assumption Agreement under subsection (7), entered into between the Township, the Developer and the transferee, can provide that some or all of the rights and obligations of the Developer to the Township under this Agreement are transferred to the transferee and cease to be rights or obligations of the Developer, as set out in the Assumption Agreement.

(9) Unless otherwise provided for in an Assumption Agreement under subsections (7) and (8), the obligation of the transferee in respect of a subdivided portion of the Lands includes an obligation to:

(a) cooperate fully and promptly execute all documentation that the Developer may require; and

(b) provide all authorizations, access and information that the Developer may require

to facilitate or enable the performance and discharge by the Developer of its rights and obligations under this Agreement.

(10) In the event that a transferee transfers all or any part of the transferee's land to a subsequent transferee, the respective rights and obligations of the transferee and the subsequent transferee in respect of such part of the transferee's land, will, insofar as the matters dealt with in subsections (6), (7), (8) and (9) are concerned, be on the basis as set out in those subsections.

(11) The Township will not act unreasonably in deciding whether to enter into an Assumption Agreement, including considering whether its interests are prejudiced in a substantial practical way.

G. Other

Binding Effect and statutory approval

22. This Agreement shall, subject to section 21, enure to the benefit of and be binding upon the parties hereto, and their respective successors and permitted assigns.

23. This Agreement does not restrict any discretion of the Township's Council or officials under its or their statutory powers, apart from the restrictions expressly provided for herein and as provided for at section 516 of the *Local Government Act*.

24. All obligations of the Developer hereunder are subject to the Developer being able to obtain all bylaw and statutorily required approvals therefor.

Further Acts

25. The Developer and the Township shall do all further acts as may be necessary for carrying out this Agreement, including without limitation execution of all required documentation and alterations required to achieve registration at the Land Title Office.

No Other Agreements

26. This Agreement is the entire agreement between the parties regarding its subject. It is mutually understood, acknowledged and agreed by the parties that the Township has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Developer other than those contained in this Agreement. For certainty, the parties also acknowledge and agree that they have also entered into covenant agreements, statutory right of way agreements, a development cost charge front-ender agreement, a latecomer agreement and an agreement of purchase and sale.

Time of the Essence

27. Time is of the essence of this Agreement.

Force Majeure

28. All obligations of the parties shall be suspended so long as the performance of such obligation is prevented, in whole or in part, by reason of labour dispute, fire, act of God, unusual delay by common carriers, earthquake, act of the elements, riot, civil commotion or inability to obtain necessary materials on the open market, and the period in which any party is required to perform any such obligation is extended for the period of such suspension. The impact of the Developer's financial circumstances upon the Developer's ability to perform this Agreement does not suspend the Developer's obligations under this Agreement. This provision does not extend the Term.

No Waiver

29. No provision of this Agreement is to be considered to have been waived by a party unless the waiver is expressed in writing by the party. The waiver by a party of any breach by another party of any provision is not to be construed as or constitute a waiver of any further or other breach.

Severability

30. If any part of this Agreement other than Part E [Bylaw changes and development permits] is held to be invalid, illegal or unenforceable by a Court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part. In the event that Part E is held to be invalid, illegal or unenforceable by a Court having jurisdiction to do so, such a holding shall not limit such nonconforming use protection as has accrued to the Developer or transferee under section 528 of the *Local Government Act* in connection with the subdivision and development of the Lands in keeping with the Site Plan, including by way of the doctrine of "commitment to use", nor the application of the law related to unjust enrichment.

Interpretation

31. In this Agreement:

    (a) the headings and captions are for convenience only and do not form a part of this Agreement and will not be used to interpret, define or limit the scope, extent or intent of this Agreement or any of its provisions;

    (b) the word "including" when following any general term or statement is not to be construed as limiting the general term or statement to the specific items or matters set forth or to similar terms or matters but rather as permitting it to refer to other items or matters that could reasonably fall within its scope;

    (c) a reference to currency means Canadian currency;

(d) a reference to a statute includes every regulation made pursuant thereto, all amendments to the statute or to any such regulation in force from time to time and any statute or regulation that supplements or supersedes such statute or any such regulation;

(e) a reference to time or date is to the local time or date in Langley, British Columbia;

(f) a word importing the masculine gender includes the feminine or neuter, and a word importing the singular includes the plural and vice versa;

(g) a reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice; and

(h) a reference to a section means a section of this Agreement, unless a specific reference is provided to a statute.

32. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

Indemnity and Release

33. (a) The Developer shall indemnify and keep indemnified the Township from any and all claims, causes of action, suits, demands, fines, penalties, costs, deprivation, expenses or legal fees whatsoever, whether based in law or equity, whether known or unknown, which anyone has or may have against the Township or which the Township incurs as a result of any loss, damage or injury, including economic loss or deprivation, arising out of or connected with or any breach by the Developer of this Agreement.

a. The Developer hereby releases, saves harmless and forever discharges the Township of and from any claims, causes of action, suits, demands, fines, penalties, costs, deprivation, expenses or legal fees whatsoever which the Developer can or may have against the Township, whether based in law or equity, whether known or unknown, for any loss, damage or injury, including economic loss or deprivation, that the Developer may sustain or suffer arising out of or connected with this Agreement, including the restrictions and requirements of this Agreement, the provisions of the Amenities and the development of the Lands as contemplated under this Agreement, or any breach by the Developer of any covenant in this Agreement, save and except as a result of any breach by the Township of this Agreement.

b. The indemnity and release provisions of sections 33(a) through (c) shall survive the expiry or termination of this Agreement.

Notice

34. A notice, demand, statement, request or other evidence required or permitted to be given hereunder must be written and will be sufficiently given if delivered in person or transmitted by facsimile addressed as follows:

(a) if to the Developer:

Copper Canyon Holdings Inc.
8271 No. 5 Road
Richmond, BC
V6Y 2V5

With a copy to:

[insert lawyer]

Attention: [insert]

(b) if to the Township:

Township of Langley
20338-65 Avenue
Langley, BC V2Y 3J1

Attention: General Manager, Engineering and Community Development

With a copy to:

Lidstone & Company
128 West Pender Street, Suite 1300
Vancouver, BC V6B 1R8

Attention: Don Lidstone, Q.C.

and a party at any time may give notice to the others of a change of address after which the address so specified will be considered to be the address of the party who gave the notice. Any notice, demand, statement, request or other evidence delivered in person will be considered to have been given at the time of personal delivery and any notice, demand, statement, request or other evidence transmitted by facsimile will be considered to have been given to the party to whom it is addressed on the next business day following the date of such transmission.

Execution

35. This agreement may be executed in counterparts, and such counterparts together shall constitute a single instrument.

Costs

36. Every obligation of the Developer under this Agreement must be satisfied by the Developer at its sole cost.

Schedules

37. The following schedules are annexed to and form part of this Agreement:

Schedule "A" – Lands

Schedule "B" – [Intentionally Deleted]

Schedule "C" – Site Plan

Schedule "D" – Form for Agreement to Bylaw Changes

Schedule "E" – Specified Bylaw Provisions

Schedule "F" – Enforcement Covenant

IN WITNESS WHEREOF the Parties have executed this Agreement as of the date first written above.

Copper Canyon Holdings Inc.

Per:_____
Authorized Signatory

Per:_____
Authorized Signatory

TOWNSHIP OF LANGLEY

Per:_____

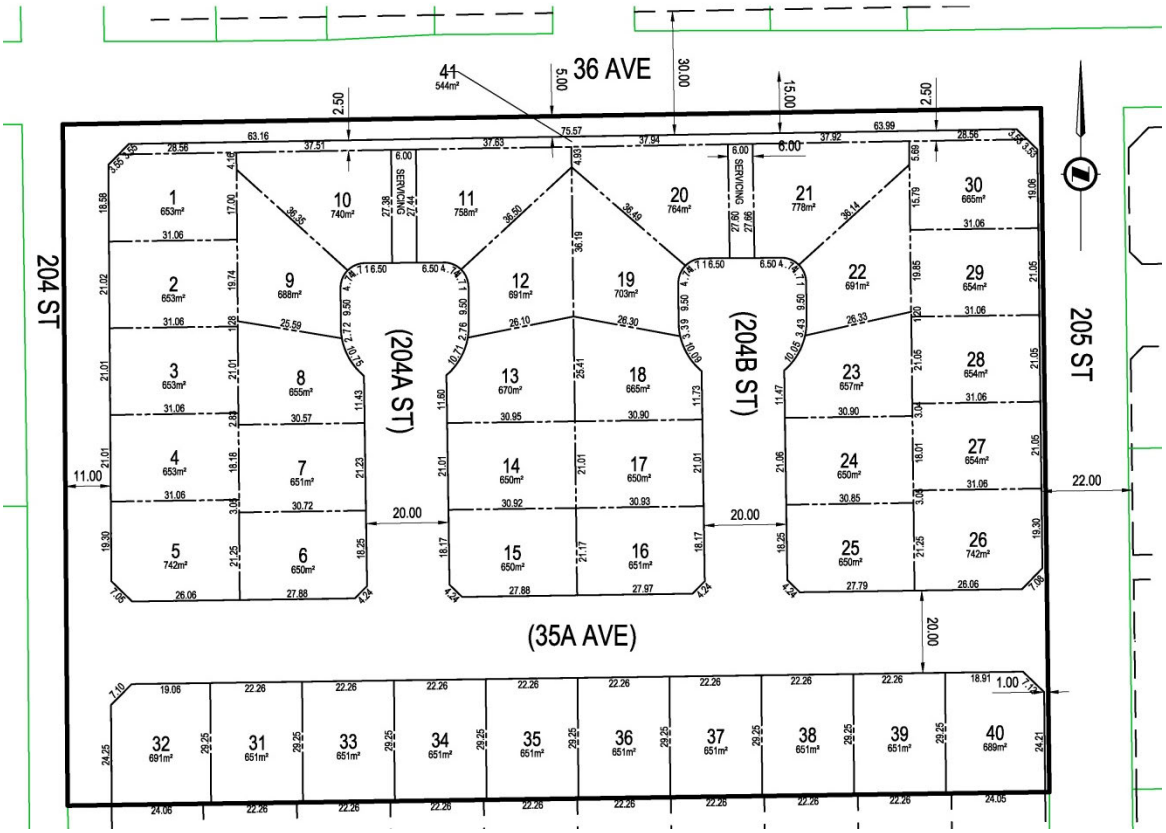
Per:_____

SCHEDULE A
LANDS

Lot 8 Section 26 Township 7 New Westminster District Plan 1967

SCHEDULE B
[Intentionally Deleted]

SCHEDULE C
SITE PLAN



SCHEDULE D
FORM FOR AGREEMENT TO BYLAW CHANGES

This AGREEMENT dated for reference the ___ day of ___, ____

BETWEEN:

Copper Canyon Holdings Inc.
8271 No. 5 Road
Richmond, BC
V6Y 2V5

(the "**Developer**")

AND:

THE CORPORATION OF THE TOWNSHIP OF LANGLEY
20338-65 Avenue
Langley, BC V2Y 3J1

(the "**Township**")

WHEREAS:

A. The Township has entered into a Phased Development Agreement authorized by Bylaw No. _____ dated the ___ day of _____, _____ (the "**PDA**");

B. The Developer is the registered owner of the lands described below, being all or part of the lands that are the subject of the PDA:

[set out legal description] (the "**Lands**");

C. The Township has, pursuant to Bylaw No. _____,_____ amended the provisions of its Zoning Bylaw or Subdivision Bylaw as set out below:

[set out the amendments that the Township and the Developer agree apply to the Lands]

(the "**Amended Provisions**")

D. The Developer and the Township wish to agree that the Amended Provisions apply to the Lands;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT:

1. The Developer and the Township hereby agree, further to section 516 of the *Local Government Act*, that the Amended Provisions apply to the development of the Lands.

2. Apart from the amendment of the Amended Provisions, the agreement of the Township and the Developer hereunder is not intended to, and does not, in any way:
(a) limit or otherwise alter the rights and responsibilities of the Developer and the Township under the PDA, which shall continue in full force and effect, and be enforceable by both parties, notwithstanding section 1; or

(b) impact lands that may be the subject of the PDA other than the Lands.

3. Without limiting the generality of section 1, the Township and the Developer, noting that neither the definition of Specified Bylaw Provisions in the PDA, nor the provisions of the PDA relating to the Specified Bylaw Provisions, have been amended, agree and confirm that:

(a) the foregoing agreement in respect of the Amended Provisions does not imply, and shall not be construed as implying, that the Developer has waived the protection that the PDA provides to it in respect of the Specified Bylaw Provisions, apart from the application of the Amended Provisions; and

(b) any further or subsequent changes to the Township's Zoning Bylaw or Subdivision Bylaw made by the Township that fall within the definition of Specified Bylaw Provisions in the PDA, other than the Amended Provisions, shall not apply to the development of the Lands unless the Developer agrees in writing that they apply on the basis set out at sections 2 and 3 of this Agreement.

IN WITNESS WHEREOF the Parties have executed this Agreement as of the date first written above.

THE DEVELOPER by its authorized signatory

Per: Authorized Signatory

THE CORPORATION OF THE TOWNSHIP OF LANGLEY by its authorized signatories

Per: Authorized Signatory

Per: Authorized Signatory

SCHEDULE E

SPECIFIED BYLAW PROVISIONS
[Intentionally Deleted]

SCHEDULE F

ENFORCEMENT COVENANT

TERMS OF INSTRUMENT - PART 2

W H E R E A S:

A. The Grantor is the registered owner in fee simple of:

PID

(the "**Lands**");

B. The Grantee is the Township of Langley;

C. The Grantor has agreed to develop the Lands in accordance with a Phased Development Agreement dated for reference the ____ day of ____, 2013 and made between the Grantor and the Grantee (the "**Phased Development Agreement**").

NOW THEREFORE, in consideration of the payment of the sum of $10.00 by the Grantee to the Grantor and the premises and the covenants herein contained and for other valuable consideration, receipt and sufficiency of which is hereby acknowledged by the parties, each of the parties hereto covenants and agrees with the other as follows:

1. In this Covenant the following terms have the following meanings:

   (a) "**Development**" means the Development of the Lands contemplated by the Phased Development Agreement and includes an activity that alters the Lands or any vegetation on the Lands in preparation for or in connection with the installation on the Lands of buildings, improvements, works or services, including without limitation, a highway;

   (b) "**Grantor**" means _____; and

   (c) "**Grantee**" means _____.

2. The Grantor covenants with the Grantee that it will construct and cause to be constructed any building or structure on the Lands in accordance with the Phased Development Agreement and the Development Permit issued in respect of the Lands under No. _____.

3. If the Grantor is in breach of an obligation under the Phased Development Agreement, or the Grantee terminates the Phased Development Agreement as a result of a breach of the Phased Development Agreement by the Grantor, the Grantor covenants that it will not further subdivide the Lands, under the *Land Title Act (British Columbia)* or the *Strata Property Act (British Columbia)* or Regulations under those Acts without the consent of the Township.

4. The restrictions and covenants herein contained shall be covenants running with the Lands and shall be perpetual, and shall continue to bind all of the Lands when subdivided, and shall be registered in the Land Title Office pursuant to section 219 of the *Land Title Act*. Notwithstanding the foregoing, the Grantee agrees to discharge this Agreement from title to the Lands (or the applicable portion thereof) forthwith upon the issuance by the Township of an occupancy permit in respect of any building constructed on the Lands (or the applicable portion thereof).

5. The Grantor and the Grantee agree that the enforcement of this Agreement shall be entirely within the discretion of the Grantee and that the execution and registration of this covenant against the title to the Lands shall not be interpreted as creating any duty on the part of the Grantee to the Grantor or to any other person to enforce any provision or the breach of any provision of this Agreement.

6. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Grantor.

7. The Grantor hereby releases and forever discharges the Grantee, its officers, employees and agents, of and from any claim, cause of action, suit, demand, expenses, costs and expenses, and legal fees whatsoever which the Grantor can or may have against the said Grantee for any loss or damage or injury, including economic loss, that the Grantor may sustain or suffer arising out of the breach of this Agreement by the Grantor or a party for whom the Grantor is at responsible at law.

8. The Grantor covenants and agrees to indemnify and save harmless the Grantee, its officers, employees and agents, from any and all claims, causes of action, suits, demands, expenses, costs and expenses, and legal fees whatsoever that anyone might have as owner, occupier or user of the Lands, or by a person who has an interest in or comes onto the Lands, or by anyone who suffers loss of life or injury, including economic loss, to his person or property, that arises out of the breach of this Agreement by the Grantor or a party for whom the Grantor is at responsible at law.

9. It is mutually understood, acknowledged and agreed by the parties hereto that the Grantee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Grantor other than those contained in this Agreement.

10. This Agreement shall be registered as a first charge against the Lands and the Grantor agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.

11. The Grantor shall pay the legal fees of the Grantee in connection with the preparation and registration of this Agreement. This is a personal covenant between the parties.

12. The Grantor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions hereinbefore set out. Notwithstanding the foregoing, it is understood and agreed by the Grantee that this Agreement shall only be binding upon the Grantor as personal covenants during the period of its ownership of the Lands.

13. This Agreement shall enure to the benefit of the Grantee and shall be binding upon the parties hereto and their respective heirs, executors, successors and assigns.

14. Wherever the expressions "Grantor" and "Grantee" are used herein, they shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.

15. The Grantor agrees to execute all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.

16. Time is of the essence of this Agreement.

17. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.

*, the registered holder of a charge by way of * against the within described property which said charge is registered in the Land Title Office under number *, for and in consideration of the sum of One ($1.00) Dollar paid by the Grantee to the said Chargeholder (the receipt whereof is hereby acknowledged), agrees with the Grantee, its successors and assigns, that the within section 219 Covenant shall be an encumbrance upon the within described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

IN WITNESS WHEREOF the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-116
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	11-26-0022
SUBJECT:	REZONING APPLICATION NO. 100733 (WEST CREEK FARMS LTD. / 25044 – 88 AVENUE)		

PROPOSAL:

On October 23, 2023 Council considered third reading of Bylaw No. 5899 which proposed to amend Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use for the greenhouse, horticulture and nursery sector on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue and passed the following resolution:

> *"That Council refer this application back to staff to work with the proponent: (1) on one or more restrictive definitions to confirm the exact nature of the proposed operation; (2) to clarify the non-transferability of the ALC approval, as submitted at the public hearing; and (3) to consider other options to potentially reduce any potential impacts on the flood plain and the interests in property of residents within the surrounding area.*
>
> *That the Referral be amended to include a second Public Hearing once the application returns to Council."*

In response to Council's resolution, staff worked with the proponent and received a report on May 27, 2024 from West Creek Farms Ltd. that outlines a response to Council's resolution. A revised use definition and updated development prerequisites are provided for Council's consideration.

RECOMMENDATIONS:

That Council repeal second reading of "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899".

That Council give second reading to revised Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899 amending Rural Floodplain Zone RU-5 to allow a processing and distribution facility for growing media as a root base medium for commercial sale but excluding any on-site composting or use of any composting materials on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

1. Approval of the rezoning bylaw by the Ministry of Agriculture and Food.
2. Confirmation that the existing access and servicing is compliant with the Subdivision and Development Servicing Bylaw 2019 No. 5382.
3. Submission of the following reports prepared by appropriately qualified professionals to the acceptance of the Township:
    a. Floodplain Management Plan
    b. Noise Mitigation Plan

   c. Dust Management Plan
   d. Odour Management Plan
4. Registration of a restrictive covenant acceptable to the Township requiring operation of West Creek Farms Ltd. in compliance with the Plans listed in prerequisite 3.
5. Registration of a restrictive covenant acceptable to the Township to ensure implementation and compliance with the "Quiet Zone" per the Community Standards Bylaw 2019 No. 5448.
6. Payment of applicable Development Engineering administration fees, Development Works Agreement (DWA) and Latecomer charges.

That Council authorize staff to schedule the requested Public Hearing.

EXECUTIVE SUMMARY:

On July 24, 2023 Council granted first and second reading of Bylaw No. 5899 which proposed to amend Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use for the greenhouse, horticulture and nursery sector on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue and requested staff to schedule a public hearing on September 25, 2023. On October 23, 2023 Council considered third reading of Bylaw No. 5899 and resolved the following:

> *"That Council refer this application back to staff to work with the proponent: (1) on one or more restrictive definitions to confirm the exact nature of the proposed operation; (2) to clarify the non-transferability of the ALC approval, as submitted at the public hearing; and (3) to consider other options to potentially reduce any potential impacts on the flood plain and the interests in property of residents within the surrounding area.*
>
> *That the Referral be amended to include a second Public Hearing once the application returns to Council."*

In response to the October 23, 2023 Council resolution, staff worked with the proponent and received a report on May 27, 2024 from West Creek Farms Ltd. that provides their response to Council's resolution. A revised use definition and updated development prerequisites are provided for Council's consideration.

Staff recommend that Council repeal second reading of Bylaw No. 5899, give second reading to revised Bylaw No. 5899 and authorize staff to schedule the requested Public Hearing.

PURPOSE:

To provide updated information for Council's consideration of Bylaw No. 5899.

BACKGROUND/HISTORY:

- Council considered first and second reading of Bylaw No. 5899 on July 24, 2023 (Attachment A), at a Public Hearing on September 25, 2023, and for third reading on October 23, 2023 and resolved the following:

> *"That Council refer this application back to staff to work with the proponent: (1) on one or more restrictive definitions to confirm the exact nature of the proposed operation; (2) to clarify the non-transferability of the ALC approval, as submitted at the public hearing; and (3) to consider other options to potentially reduce any potential impacts on the flood plain and the interests in property of residents within the surrounding area.*
>
> *That the Referral be amended to include a second Public Hearing once the application returns to Council."*

DISCUSSION/ANALYSIS:

- In response to the October 23, 2023 Council resolution, staff worked with the proponent and received a report on May 27, 2024 from West Creek Farms Ltd. that outlines their response to the three items included in the Council resolution (Attachment B).

(1) On one or more restrictive definitions to confirm the exact nature of the proposed operation.

- The Council Report from July 24, 2023 included the following definition for the proposed use:

> *"Growing media processing and distribution facility as a permitted use for the greenhouse, horticulture and nursery sector on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue."*

- The following more restrictive use definition based on input from the applicant is proposed in revised Bylaw No. 5899:

> *"Processing and distribution facility for growing media as a root base medium for commercial sale but excluding any on-site composting or use of any composting materials. This use, including all processing and distribution activities, must be entirely contained to the southern 4.0 ha (9.8 ac) portion of Parcel "C" (Reference Plan 4427) of the North West Quarter of Section 26 Township 11 New Westminster District and must be in accordance with ALC Resolution #35/2023 of the Agricultural Land Commission."*

- This definition prevents West Creek Farms Ltd. from expanding operations on the property or changing in the future to include on-site composting or use of composting materials (i.e., green waste or animal byproducts) when producing the growing media.
- It also ensures the proposed use is in accordance with ALC Resolution #35/2023 (Attachment C).

(2) To clarify the non-transferability of the ALC approval, as submitted at the public hearing.

- The ALC approved the non-farm use application on January 27, 2023, with Section 12(c) of ALC Resolution #35/2023 stating the following:

> *"Approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable."*

- Staff requested the ALC clarify its position regarding transferability as per Section 12(c) of ALC Resolution #35/2023

  > *"To clarify the ALC's position it is our understanding that the ALC would not likely object to the sale, or change of ownership or control, of the company, or the company leasing the property to a third party for the approved non-farm use, as long as the company remains the registered owner of the property?"*

- The ALC provided the following response to the question above:

  > *"Yes, in this case this is generally accurate. If there is any uncertainty about a specific change to the ownership structure, the landowner should contact the ALC for confirmation."*

- The ALC does not object to another entity operating or leasing the facility provided ownership of the property remains with West Creek Farms Ltd.
- A change of ownership of the property from West Creek Farms Ltd. would require a new ALC application to continue operating the non-farm use, or confirmation from the ALC on a case-by-case basis the change is substantially compliant with ALC Resolution #35/2023.

(3) To consider other options to potentially reduce any potential impacts on the flood plain and the interests in property of residents within the surrounding area.

- The report provided by West Creek Farms Ltd. on May 27, 2024 indicates how they have been actively working to reduce impacts on the flood plain and the interests in property of residents within the surrounding area.
- In addition to the information received from the proponent, staff have updated the recommended development prerequisites to include the following reports to be prepared by appropriately qualified professionals to the acceptance of the Township:
  - Floodplain Management Plan
  - Noise Mitigation Plan
  - Dust Management Plan
  - Odour Management Plan
- Registration of a restrictive covenant acceptable to the Township to ensure West Creek Farms Ltd. operations are in compliance with the above plans has also been included as a development prerequisite to ensure impacts created by West Creek Farms Ltd. operations on the flood plain and the interests in property of residents within the surrounding area are mitigated.
- The property is currently designated as a "Quiet Zone" per the Community Standards Bylaw 2019 No. 5488 permitting sounds up to 55 dBA or 70 dBC received at a point of reception during the daytime and 45 dBA or 60 dBC when received at a point of reception during the nighttime. Should the zoning amendment be approved, the property would be redesignated as an "Activity Zone" per the Community Standards Bylaw 2019 No. 5488 permitting sounds up to 70 dBA or 85 dBC when received at a point of reception. Staff recommend further mitigating noise impacts created by West Creek Farms Ltd. operations through maintaining the designation of the property as a "Quiet Zone". Registration of a restrictive covenant acceptable to the Township has been included as a development prerequisite to ensure implementation and compliance with the "Quiet Zone" per the Community Standards Bylaw 2019 No. 5448.

Policy Considerations:

The proposed zoning amendment to allow a processing and distribution facility for growing media as a permitted use on a site-specific basis is consistent with the Rural Plan. Accordingly, staff recommend that Council repeal second reading of Bylaw No. 5899, give second reading to revised Bylaw No. 5899, and authorize staff to schedule the requested public hearing.

Respectfully submitted,

Alex Rowley
DEVELOPMENT PLANNER
for
COMMUNITY DEVELOPMENT DIVISION

ATTACHMENT A	July 24, 2023 Report to Council (without attachments)
ATTACHMENT B	May 27, 2024 Report Provided by the Applicant
ATTACHMENT C	ALC Resolution #35/2023

ATTACHMENT A

Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JULY 24, 2023 - REGULAR MEETING	**REPORT:**	23-143
FROM:	COMMUNITY DEVELOPMENT DIVISION	**FILE:**	11-26-0022
SUBJECT:	REZONING APPLICATION NO. 100733 (WEST CREEK FARMS LTD. / 25044 – 88 AVENUE)		

PROPOSAL:

Application to amend Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use for the greenhouse, horticulture and nursery sector on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue.

RECOMMENDATION SUMMARY:

That Council give first, second and third reading to Bylaw No. 5899 subject to three (3) development prerequisites being satisfied prior to final reading.

RATIONALE:

The proposed development is consistent with the Rural Plan.

RECOMMENDATION:

That Council give first, second and third reading to Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899 amending Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue subject to the following development prerequisites being satisfied to the acceptance of the Township prior to final reading:

1. Approval of the rezoning bylaw by the Ministry of Agriculture and Food
2. Confirmation that the existing access and servicing is compliant with the Subdivision and Development Servicing Bylaw 2019 No. 5382
3. Payment of applicable Development Engineering administration fees, Development Works Agreement (DWA) and Latecomer charges

EXECUTIVE SUMMARY:

West Creek Farms Ltd. has applied to amend Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use supporting the greenhouse, horticulture and nursery sector on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue.

Council considered a non-farm use application submitted by West Creek Farms Ltd. at its meeting of June 27, 2022 and resolved to refer the application to the ALC for consideration based on agricultural merits. The ALC subsequently considered and approved the application on January 27, 2023.

Staff recommend that Council support the rezoning amendment subject to completion of three (3) development prerequisites as it complies with the Rural Plan.

PURPOSE:

The purpose of this report is to advise and make a recommendation to Council with respect to Rezoning Bylaw No. 5899.

REFERENCE:

Owner:	West Creek Farms Ltd. 25044 – 88 Avenue Langley, BC V1M 2S5
Agent:	Kurt Alberts 9054 Glover Road PO Box 760 Stn Fort Langley Langley, BC V1M 2S2
Legal Description:	Parcel "C" (Reference Plan 4427) of the North West Quarter of Section 26 Township 11 New Westminster District
Location:	25044 – 88 Avenue
Area:	8.3 ha (20.7 ac)
Existing Zoning:	Rural Floodplain Zone RU-5
Minimum Lot Size:	8.0 ha (19.8 ac)
Rural Plan:	Agriculture / Countryside (8.0 ha / 19.8 ac minimum lot size)
Agricultural Land Reserve:	In the Agricultural Land Reserve

BACKGROUND/HISTORY:

- The property is designated Agriculture in the OCP, designated Agricultural / Countryside in the Rural Plan, zoned Rural Floodplain Zone RU-5 and is in the ALR.
- The site plan submitted by the applicant indicates the property currently accommodates a single-family dwelling with an office, a building for the growing media processing facility and a forage field (Attachment D).
- West Creek Farms Ltd. indicated they have been operating a growing media processing facility supporting the greenhouse, horticulture and nursery sector on the subject property since 1986.
- According to the applicant, the property's land use was revised from farm to miscellaneous (food processing) by BC Assessment in 2015.
- West Creek Farms Ltd. does not produce the farm products used for producing the growing media on the property and therefore does not qualify for designation as a farm use per the ALR Use Regulation.
- Council considered a non-farm use application submitted by West Creek Farms Ltd. at its meeting of June 27, 2022 and resolved to refer the application to the ALC for consideration based on agricultural merits.
- The ALC subsequently considered and approved the application on January 27, 2023.

DISCUSSION/ANALYSIS:

- Proposal to amend Rural Floodplain Zone RU-5 on a site-specific basis to allow a growing media processing and distribution facility as a permitted use supporting the greenhouse, horticulture and nursery sector.
- The proposal is consistent with the Rural Plan, specifically section 5.5.1 which states:

"*In areas designated Agriculture/Countryside, agricultural uses and considerations shall have priority over non-agricultural uses, where such uses would have an adverse impact on agriculture. Non-agricultural uses that do not comply with provisions of this plan are not permitted."*

Adjacent Uses:

	Existing Use	Rural Designation	Existing Zoning
North:	River Road and the Canadian National Railroad, beyond which is an undeveloped property adjacent to the Fraser River	Agricultural / Countryside	Rural Floodplain Zone RU-5
South:	Properties with existing single family dwellings and farms	Agricultural / Countryside	Rural Zone RU-2 and Rural Floodplain Zone RU-5
East:	Properties with existing single family dwellings and farms	Agricultural / Countryside	Rural Zone RU-2 and Rural Floodplain Zone RU-5
West:	West Creek, which is a Class A Watercourse, beyond which are two properties with existing single family dwellings and farms	Agricultural / Countryside	Rural Zone RU-2 and Rural Floodplain Zone RU-5

Zoning Amendment:

- Bylaw No. 5899 proposes to amend Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue.

Policy Considerations:

The proposed zoning amendment to allow a growing media processing and distribution facility as a permitted use supporting the greenhouse, horticulture and nursery sector on a site-specific basis is consistent with the Rural Plan. Accordingly, staff recommend that Council give first, second and third reading to Bylaw No. 5899.

Respectfully submitted,

Alex Rowley
DEVELOPMENT PLANNER
for
COMMUNITY DEVELOPMENT DIVISION

ATTACHMENT A Aerial Context Map
ATTACHMENT B Rural Plan Map
ATTACHMENT C Zoning Bylaw No. 2500 Map
ATTACHMENT D Site Plan Submitted by the Applicant

West Creek Farms Ltd: Response to Council Resolution on Rezoning Application

At the Public Hearing, Council adopted the following resolution on October 23, 2023, regarding the rezoning application by West Creek Farms Ltd.

"That Council refer this application back to staff to work with the proponent:

***(1)** on one or more restrictive definitions to confirm the exact nature of the proposed operation.*

***(2)** to clarify the non-transferability of the ALC approval, as submitted at the public hearing; and*

***(3)** to consider other options to potentially reduce any potential impacts on the flood plain and the interests in property of residents within the surrounding area."*

West Creek Farms Ltd (WCF) provides the following response for the consideration of Township staff and Council.

1. ***The exact nature of the proposed operation to inform one or more restrictive definitions (to inform potential bylaw revisions).***

<u>What is Growing Medium?</u>

A growing medium is a material other than soil in the ground in which plants are grown. Growing media provide rooting environment for plants and are used to grow a wide variety of vegetables, fruits, specialty plants and floriculture, tree, and shrub ornamentals. The growing medium ensures that the plant can grow vigorously by providing a range of essential elements:

- an optimum rooting environment for physical stability.
- storage of air for the roots.
- water absorption and retention availability to the plant when needed; and
- supply of nutrients for the roots.

The range of growing media constituents includes peat, coir pith (coconut), wood fibres and bark. Other constituents like perlite, dolomite, gypsum, lime, vermiculite, and kelp meal are also used. Growing media are formulated from a blend of such raw materials to achieve the correct balance of physical, chemical, and biological properties for the plants to be grown. Having the right growing media mix is as important for optimal plant growth as water and fertilizers.

Plant species differ considerably in their need for water and nutrients, and therefore different kinds of growing media are needed to provide the best growing conditions. The greenhouse and horticulture industry uses thousands of different growing media mixes.

Given the need for specialized equipment, technical expertise and space required for storage and processing facilities, it is not practical nor economical for individual growers to produce their own growing media.

Growing Media Produced by West Creek Farms

West Creek Farms' mission statement is "to provide the finest quality custom-made growing media to the Horticultural Industry". WCF **does not use any bio-waste nor compost** in their growing media. Growing media recipes are designed with each grower to suit specific greenhouse crops, container sizes and growing conditions for optimum plant growth. Computer controlled mixers make each recipe, and a sample of each load is kept on record to track and resolve any quality control issues.

As leaders in soil science, WCF has an on-site laboratory for research and development and to test the incoming ingredients and each individual custom recipe produced. Acidity (pH), electrical conductivity (EC) and nutrient balance are precisely measured. Test samples are cataloged and stored as part of a comprehensive data base of custom recipes.

Zoning Bylaw Revisions

Bylaw No. 5899 proposed the following wording: "*Growing media processing and distribution facility on a portion of Parcel "C" (Reference Plan 4427) of the North West Quarter of Section 26 Township 11 New Westminster District*"

Concern was expressed that this proposed use description would not sufficiently prevent the operation from changing in the future to include use of green waste or other waste materials such as, for example, fish heads. A more restrictive description of the use could be considered. Since West Creek Farms operates with a guarantee of **"no green waste"**, the following wording would better capture the actual use:

> **"Processing and distributing facility for growing media as a root base medium for the greenhouse, horticulture and nursery sector and other related controlled growing environments (excluding any on-site composting and/or use of any commercial or green waste) including parking of commercial vehicles related to the processing and distribution facility on the south half of Parcel "C" (Reference Plan 4427) of the North West Quarter of Section 26 Township 11 New Westminster District."**

2. ***Clarification of the non-transferability of the ALC approval.***

The Agricultural Land Commission approved the non-farm use application on January 27, 2023 with the following conditions: "*…the Panel approves the Proposal to use 4 ha of the Property to continue operating a growing media processing and distribution facility subject to the following conditions:*

a) Siting of the non-farm use in accordance with Schedule A.
b) No further expansion of the non-farm use without approval of the ALC through the submission of a new non-farm use application.
*c) Approval for non-farm use is granted for **the sole benefit of the Applicant and is non-transferable.**" (emphasis added)*

The interpretation of condition (c) is that West Creek Farms Ltd, as the Applicant, cannot transfer the approval to any other owner, nor to any other property, nor to any other portion of the subject property than as outlined on Schedule A. The wording used by the ALC for the approval of this application is consistent with other non-farm use approvals, for

example, in 2015 the approval of non-farm use by the Canadian Museum of Flight on Township owned land included the condition that:

- *Approval for non-farm use is granted for the sole benefit of the Applicant* (Township of Langley) *and the Canadian Museum of Flight and is non-transferable.*

Accordingly, West Creek Farms Ltd must continue to own and operate the growing medium processing facility to be in compliance with the ALC approval.

3. ***Other options to reduce any potential impacts on the floodplain and the interests in property of residents within the surrounding area.***

Potential impacts on the floodplain and the interests of property of residents within the surrounding area including the impact of WCF operations on the West Creek watercourse, odour, potential use of green waste, noise and dust are reviewed below.

Potential Impacts on Floodplain

The question of widespread pollution due to potential flooding was reviewed jointly by Ian Whyte P.Ag, QEP, Envirowest Consultants, and Dave Melnychuk, P.Ag, QEP. Their findings include:

Flooding**:** Most properties in and out of the Agricultural Land Reserve, which are in close proximity to the Fraser River and have geodetic elevation of less than approximately 7.5 m (this elevation varies from Chilliwack to Richmond because of the grade of the river as it flows east to west), are subject to flooding due to a high river flow of the Fraser River during the spring freshet as demonstrated in the 1948 flood event. Severe flooding can impact hundreds of properties located throughout the Fraser Valley from Chilliwack to Richmond, causing damage to farmland, buildings structures, crops, livestock, machinery, along with releasing large amounts of debris, manures, fertilizers, fuel, chemicals, etc. into the environment.

Designated Flood Level: The Township of Langley Zoning Bylaw sets out the elevations for Designated Flood Level as established by the Province of British Columbia for the Fraser River: 6.94 m at the Jacob Haldi Bridge and 7.66 m at the Abbotsford/Langley border. West Creek Farms is approximately 3.5 k from the Jacob Haldi Bridge, and therefore, the property's Designated Flood Level is calculated to be approximately 7.26 m. A "Designated Flood means a flood, which may occur in any given year, of such magnitude as to equal a flood having a 200-year recurrence interval based on a frequency analysis of unregulated historic flood records" (Zoning Bylaw definition).

Flood Experience: In Langley several farm operations are located in flood prone areas with land elevations of 4 to 5 m. These areas have suffered flooding in the past causing damage to farms and, unfortunately, resulted in the release of fertilizers, manures, chemicals, etc. into the environment.

Much improvement has gone into the flood control infrastructure over the last several decades, although even the best infrastructure can be overcome by catastrophic flood

events as occurred in the November 2021 flood of the Abbotsford Sumas lowlands. During that event, West Creek Farms did not experience any flooding, nor have the owners of West Creek Farms experienced any serious degree of flooding in over 35 years of operation at this location.

West Creek Farms Property: The West Creek Farms property has a range of land elevations from 4 m in the north portion to as high as 10 m in the southeast corner. The northern half of the property has elevations of 4 to 5 meters and is primarily used for grass production, as well as, serving as a retention area for storm runoff from the southern half of the property.

The processing facility, buildings, and storage areas, are located at an elevation of approximately 6.5 m. The slab of the processing building is at an elevation of 7 m, 0.26 m or 10 inches below the Designated Flood Level. Products stored in the building (vermiculite, perlite, fertilizers, lime, etc.) are generally bagged in plastic and are easily raised on pallets or shelving approximately 1 ft to be above the Designated Flood Level.

All products stored on site have a substantial commercial value and the operator would be motivated to protect not just the materials stored but also the buildings. In case of a catastrophic flood event of the Fraser River, West Creek Farms is also capable of protecting their buildings by constructing a portable concrete block berm with a plastic sheet/membrane on the west side of the blocks around the buildings.

In regard to outdoor storage of materials, much of the bagged product (peat moss and coconut fibre) can be contained from being moved off site with receding flood waters. The third main bulk material, Douglas Fir bark chips, stored on site could potentially move off site with the receding flood waters, but the impact on the environment and ecology of the river system would be negligible. It should be noted that these materials are basically inert and are similar in chemistry to all the other wood fibre products produced and used by forestry and agricultural operations located in Langley and the rest of the Fraser Valley adjacent to the Fraser River. West Creek Farms do not import nor use any manures in preparation of the various growing medium produced for the Fraser Valley horticultural operations.

West Creek Farms has re-located the storage of spent mushroom substrate to the southeast corner of the property which is above 7 m elevation. This storage represents a very small portion of the materials stored on site (less than 2%). In the event of a catastrophic flood this small area could be further protected with a concrete block berm, if necessary. They have developed a contingency plan in the event of a high-risk flood warning.

In regard to flooding caused by severe rainstorms during the winter rainy period, the property has not experienced any flooding above the 5.0-meter elevation. As an example, the November 2021 rain event (>200-year return event) did not create flooding at West Creek Farms, but this event did cause serious flooding of farms closer to Fort Langley.

"**Summary re Impact on Floodplain:** Given the inert nature of the main materials (peat moss, coconut coir fibres, and Douglas fir bark) stored on site at West Creek Farms, and

the ability to elevate the storage inside the processing building, **widespread pollution impacting Fisheries is not considered to be an environmental concern."**

Impact of the Operation of WCF on the West Creek Watercourse:

In the fall of 2023 and early 2024, site visits of the property were conducted by the Ministry of Environment, Environmental Protection Division. WCF was assessed as Level 2 Category A with minor temporary impacts and indications that future and ongoing compliance are very high. WCF are now working with the Ministry of Environment to obtain a permit that ensures compliance with the Environmental Management Act related to water run-off. This process includes the Ministry engaging with First Nations.

In the application, the estimated rate of discharge is a range of 25 (minimal discharge if there is no rainfall) to 460 cubic meters/ day (depending on rainfall). The characteristic of the discharge consists mainly of rainwater that contacts natural materials such as COIR (coconut fibre), bark (Douglas Fir), peat, and sawdust and from water used to reconstitute COIR. Water that enters the creek from the pond filtration system will not exceed the following:

Parameters	Characteristics of Discharge
Total Nitrogen	19 Mg/l
Total Phosphorus	15 mg/l
Total Suspended Solids	30 mg/l
Biochemical Oxygen Demand	30 mg/l
Ph	range 6.5 to 9 Ph Units

This winter, water samples were taken of the creek in three locations: a) before the property, b) mid property and c) at the 88th Avenue Bridge.

Test (in mg/l)	Pre-Property	Mid Property	At 88th Ave Bridge
Nitrate	1.49	1.45	1.43
Orthophosphate - P	0.02	0.02	0.02
Total Suspended Solids	5	6.5	12
Biochemical Oxygen Demand	<4	<4	<4
Ph	6.7	6.7	6.7

Results indicate that West Creek Farms is not impacting West Creek watercourse.

Interests in Property of Residents in the Surrounding Area

With respect to the interests in property of residents within the surrounding area, WCF engaged Dave Melnychuk P. Ag, QEP to review the concerns and make recommendations on best management practices related to odour, dust, and noise. The following comments are provided:

Odour Reduction

- One product, namely spent mushroom substrate, is the only product responsible for episodic odour. This product is the pasteurized soil-like material remaining after a crop of mushrooms is grown and harvested. It is high in organic matter, making it desirable for use as a soil amendment or conditioner. It comprises less than 2% of all products used to produce growing media mixes at WCF. Less than 70-140 yards of material are stored on the property at any one point in time.
    - WCF has implemented a program of periodically turning the material, maintaining aerobic conditions and minimizing odours.
    - The smell is intermittent and dissipates quickly. It is not a continuous smell.
    - WCF meets the Provincial Regulations (Agricultural Environmental Management Code of Practice under the Environmental Management Act) regarding storage and use of spent mushroom substrate.
- WCF does not import, use, or store any manures in preparing their mixes.
- WCF does not compost any materials on site nor use any green waste. These activities would contaminate their products and not generate quality growing media for their customers.
- 98% of products used in their mixes consist of inert material (such as Douglas Fir chips, peat moss and coconut fibre, etc.) and these have no odour.

Concern that the Operation in the Future Might Use Green or Commercial Waste

- Speakers at the public hearing expressed concern that future owners might change the operation and include the use of waste material (for example, fish heads) and generate offensive smells.
- The proposed use description in the zoning bylaw specifically “excludes any on-site composting and/or use of any commercial or green waste”.
- WCF very much supports such restrictive wording as its existence depends upon a guarantee of “no green waste” to its customers.

Dust Reduction

Dust can be created by:

- Movement of machinery and trucks on the roadways and in the growing media preparation process at WCF. Dust is also created from similar processes at surrounding farms/ properties. West Creek Farms cannot use chemical dust suppressors on their roadways as these pose a potential risk of contaminating the growing media mixes. A sweeper is used once a week to clear the debris from the yard. During the dry season, sweeping may be done more frequently to minimize dust.
- The main function of the stack above the main production facility is to provide ventilation for the employees working in that area. Stack emissions consist mainly of

air and inert particles of material used to produce the growing media. It should be noted that one of the most dust prone products, perlite, has no significant health effects and is considered a nuisance dust. A sample of this emission was sent to EMSL laboratory in Ontario for analysis. The lab report indicates that the emissions released meets air quality standards as prescribed by the World Health Organization.

Noise Reduction:

- Noise is generated when trucks and loaders use back up beepers or back up horn signals. The back up beepers (which are on the lowest setting for decibels allowable) are a requirement of WCB. This noise is consistent with normal farming operations/ practices.
- In the summer of 2023, neighbours indicated there was a particularly noisy tractor which was replaced in August 2023.
- The Ministry of Agriculture's good neighbour farming guide recommends a strong vegetative buffer to mitigate the noise. WCF has a well-established vegetative buffer.
- The typical approach for cleaning the pavement has been to use a bucket to scrape the surface. This is noisy. A new sweeper was purchased in February 2024 and is now used to sweep the yard once a week.

Vegetative Buffers

- The Ministry of Agriculture, in cooperation with Agriculture Canada and producer organizations, have prepared a comprehensive guide for implementing vegetative buffers for operations in the Agriculture Land Reserve. The guidelines show how vegetative buffers can be used to address environmental concerns and improve neighbour relations in the rural area.
- An effective vegetative buffer mitigates odour, dust, noise and light while providing benefits for visual screening/aesthetics and biodiversity.
- WCF maintains a healthy tree buffer of 10 to 25 feet wide on their own property along all property boundaries.
- WCF more than meets the Ministry of Agriculture and ALC standards. Their buffer serves as an excellent example of a vegetative buffer and sets a high standard that is seldom seen in the Agricultural Land Reserve.

Key Support for Agriculture

West Creek Farms has been in operation since 1986. Since its inception, regulations have changed related to what constitutes a farm, the technology and services required to support successful farming, and the types of activities can be done on agriculture land. These rules and regulations continue to evolve as Agri Business becomes a new frontier and new technologies (drones, robotics, GPS technology, vertical farming, etc.) allow for farming to be done in ways never before considered. WCF started as a farm and had farm status. This status changed in recent years, and WCF has now taken the initiative to seek to align themselves with current zoning regulations.

Since the start of operations, the neighbourhood has also changed, with new developments arising on the hillside and the density of the neighbourhood increasing. Prior to WCF, a

mushroom farm operated on the property. Local residents were happy when that facility closed and WCF was established. WCF started in response to requests from members of the horticulture industry asking for a soil mixing service that created specialized growing media that would support the growth of various plants (food, trees, shrubs, flowers, etc.). WCF now provides the critical base ingredient that is an essential component for food and plant growth within the horticulture industry. Several speakers acknowledged the key support role that WCF provides to the agriculture industry.

The rezoning application by West Creek Farms is supportive of the agricultural goals in the Township's Official Community Plan and the Agricultural Viability Strategy. Further, the Rural Plan highlights:

- The agricultural industry is the largest component of the rural economy.
- Langley has more farms than any other municipality in BC.
- The primary goal of the rural plan is to enhance agricultural viability through recognition and protection of the diverse agricultural lands, preservation of larger lot sizes, creation of policies that reinforce designation of much of the land as ALR and encouragement of the agricultural industry within Langley; and
- The Township of Langley recognizes agriculture to be a priority and a continuing economic activity and land use and shall support the continued development of this industry.

The rezoning application is consistent with the "Agricultural" land use designation of the Metro Vancouver Regional Growth Strategy which states: "Agricultural areas are intended primarily for agricultural uses, facilities and supporting services with an emphasis on food production where appropriate."

The merits of the rezoning application rest on the fact that it is a "farm-related use" which supports agriculture. Permitting the West Creek Farms processing facility in the RU-5 Zone, as approved by the Agricultural Land Commission, is consistent with the following planning rationale:

1. The use is compatible with and will not hinder surrounding agricultural operations.
   The processing of growing media takes place in buildings and infrastructure previously used for a mushroom farm. Unlike the former use there are no offensive odours, and the current use is more compatible with adjacent mixed farming activities by the neighbours.

2. The use is directly related to farm operations in the area.
   The processing facility's location in Glen Valley is in central proximity to the majority of greenhouse, horticulture, and nursery operations in BC and, therefore, directly related to area farm operations.

3. The use provides direct products and services to farm operations as a primary activity.
   The facility produces growing media as its primary activity, an essential part of the supply chain serving farm operations.

4. The use supports agriculture.

   Not only does the processing facility support agriculture, the greenhouse, horticulture and nursery sector is dependent upon a reliable supply of quality growing media. Langley's Agricultural Viability Strategy specifically identifies greenhouses as having potential to enhance agricultural production.

Final Comments: During the Township of Langley public hearing, it was noted by almost all speakers that the current ownership has been responsible in their practices and have been responsive to any complaints. It was also acknowledged that West Creek Farms provides a necessary service to the Agricultural Industry. During the recent pandemic, the province designated West Creek Farms as an "essential service".

The majority of concerns were related to potential impact on the West Creek watercourse. The flood and watercourse concerns have been addressed by consultants with expertise in this matter. Widespread pollution impacting Fisheries is not an environmental concern.

There were also concerns related to the possibility of future owners not being responsible neighbours. It should be noted that the current zoning already allows for various forms of agriculture including mushroom farming, greenhouses, dairy operations, and other uses such as marine storage, etc. The Agricultural Land Commission has clearly specified the limits within which West Creek Farms can continue to operate. As well, the proposed wording for the zoning bylaw description of the use should address these concerns because "**any on-site composting and/or use of any commercial or green waste"** is specifically excluded.

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

ATTACHMENT C

January 27, 2023

ALC File: 62964

Kurt Alberts

DELIVERED ELECTRONICALLY

Dear Kurt Alberts

Re: Reasons for Decision - ALC Application 62964

Please find attached the Reasons for Decision of the South Coast Panel for the above noted application (Resolution #35/2023). As agent, it is your responsibility to notify the applicant accordingly.

Please note that the submission of a $150 administrative fee may be required for the administration, processing, preparation, review, execution, filing or registration of documents required as a condition of the attached Decision in accordance with s. 11(2)(b) of the ALR General Regulation.

Under section 33.1 of the *Agricultural Land Commission Act* ("ALCA"), the Chair of the Agricultural Land Commission (the "Commission") has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Under section 33 of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. A request to reconsider must now meet the following criteria:

- No previous request by an affected person has been made, and
- The request provides either:
  - Evidence that was not available at the time of the original decision that has become available, and that could not have been available at the time of the original decision had the applicant exercised due diligence, or
  - Evidence that all or part of the original decision was based on evidence that was in error or was false.

The time limit for requesting reconsideration of a decision is one year from the date of the decision's release, as per ALC Policy P-08: Request for Reconsideration.

Please refer to the ALC's Information Bulletin 08 – Request for Reconsideration for more information.

Please direct further correspondence with respect to this application to ALC.SouthCoast@gov.bc.ca

Yours truly,

Evans A. Frimpong

Evans Frimpong, Land Use Planner

Enclosures: Reasons for Decision (Resolution #35/2023)
Schedule A: Decision Map

cc: Township of Langley (11-26-0022/AL100399) Attention: Alex Rowley

62964d1

AGRICULTURAL LAND COMMISSION FILE 62964
REASONS FOR DECISION OF THE SOUTH COAST PANEL

Non-Farm Use Application Submitted Under s.20(2) of the Agricultural Land Commission Act

Applicant:	West Creek Farms Ltd.
Agent:	Kurt Alberts
Property:	Parcel Identifier: 001-912-577 Legal Description: Parcel “C” (Reference Plan 4427 of the Northwest Quarter of Section 26 Township 11 New Westminster District Civic: 25044 - 88 Avenue, Langley, BC Area: 8.4 ha (8.4 ha within the ALR)
Panel:	Ione Smith, South Coast Panel Chair Susan Gimse’ Holger Schwichtenberg

OVERVIEW

[1] The Property is located within the Agricultural Land Reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* ("ALCA").

[2] The Applicant is applying to the Agricultural Land Commission (the "Commission" or "ALC") under s. 20(2) of the ALCA to use 4 ha of the Property to continue operating a growing media processing and distribution facility (the "Processing Facility") (the "Proposal").

[3] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA:

> 6 (1) The following are the purposes of the commission:
>
> (a) to preserve the agricultural land reserve;
>
> (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
>
> (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.
>
> (2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:
>
> (a) the size, integrity and continuity of the land base of the agricultural land reserve;
>
> (b) the use of the agricultural land reserve for farm use.

EVIDENTIARY RECORD

[4] The Proposal, along with related documentation from the Applicants, Agent, local government, third parties, and Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

BACKGROUND

[5] The Property is located in the Township of Langley and is bordered by the Fraser River on the north, and West Creek on the south and west. The Application materials state that the Applicant has owned the Property since 1985.The northern half of the Property (approximately 4.3 ha) is used for forage (along 88th Ave). The southern half of the Property (approximately 4 ha) contains the proposed non-farm use area, which includes a 185 m^2 principal residence, a 185 m^2 office, and the 2,681 m^2 Processing Facility. The proposed non-farm use area is also used for storing raw materials for the Processing Facility. The Applicant states that they have produced growing medium on the Property for over 35 years as a supplier for the greenhouse, horticulture, and nursery sectors in British Columbia.

[6] The Township of Langley forwarded this Application to the Commission "*for consideration based on agricultural merits*". The Proposal is consistent with the Township of Langley's (the "Township") Official Community Plan designation of Agriculture but is inconsistent with the Township's Zoning Bylaw designation of Rural Floodplain (RU-5). The Property is designated as Agricultural/Countryside in the Township's "Rural Plan". Should the application be approved by the Commission, the Township will require the Applicant to submit a rezoning application for a site-specific text amendment to the RU-5 Zone to permit the Processing Facility.

ANALYSIS AND FINDINGS

[7] Section 11(2)(a) of the Agricultural Land Reserve Use Regulation permits the use of ALR land for processing farm products provided at least 50% of the farm product being processed is produced on the parcel containing the processing facility (or by an association to which the landowner belongs). The Application materials state that a 2015 BC Assessment review of the Property's use code first identified that the Processing Facility may not comply with s.11(2) of the ALR Use Regulation. The Application was submitted in response.

[8] The Panel considered the impact of the proposed non-farm use on agricultural use on the Property and on surrounding ALR lands. The Panel referred to the Agricultural Report and Environmental Farm Plan Review that was included in the Application materials, prepared by Dave Melnychuk on February 7, 2022 (the "Melnychuk Report"). The Melnychuk Report states that the forage fields on the Property are poorly drained and experience high water tables and surface flooding during the Fraser River freshet, which restricts normal farm equipment activity and "*allows for a very narrow range of cropping options".* Additionally, the Melnychuk Report states that all setbacks for structures associated with the West Creek Farm operations are compliant with the Agricultural Environmental Management Code of Practice (AEMCoP) and the recommended setbacks as outlined in the Environmental Farm Plan Reference Guide. Further, the Panel referred to the seven letters of support from the agricultural community for the Proposal that were included in the application. The letters explained how growing media produced by West Creek Farms support the agricultural and horticultural industries across the province.

[9] The Panel appreciated the information provided in the Melnychuk Report, confirming that agricultural use of the northern half of the Property is limited and not supportive of normal farm equipment activity due to poor drainage. The Panel is encouraged that West Creek Farms supports the greenhouse, horticulture and nursery sector with its products (growing media) across the province. The Panel finds that the Processing Facility provides an essential service to agriculture, and therefore supports the purposes of the ALR by providing materials for the greenhouse, horticulture and nursery industries.

[10] The Panel then considered the impact of the non-farm activity on the surrounding ALR land, specifically, the impact of the Processing Facility on the Property's high-water table. However, the Panel's potential concerns were allayed by the Melnychuk Report, which indicates that West Creek Farms is complaint with all setbacks as recommended in the Environmental Farm Plan Reference Guide. The Panel therefore finds that the existing facility has minimal impacts on the surrounding ALR land.

[11] In spite of the Panel's support for the Processing Facility, the Panel reminds the Applicant that any expansion of the non-farm use requires ALC's consideration through the submission of a new non-farm use application.

DECISION

[12] For the reasons given above, the Panel approves the Proposal to use 4 ha of the Property to continue operating a growing media processing and distribution facility subject to the following conditions:

(a) Siting of the non-farm use in accordance with Schedule A

(b) No further expansion of the non-farm use without approval of the ALC through the submission of a new non-farm use application.

(c) Approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable.

[13] Should the above conditions of approval not be completed to the satisfaction of the ALC within the timeframe(s) specified, the approval will expire, and a new application may be required.

[14] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[15] These are the unanimous reasons of the Panel.

[16] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(3) of the ALCA.

[17] Resolution #35/2023
Released on January 27, 2023



Ione Smith, Panel Chair
On behalf of the South Coast Panel

Schedule A: Decision Map

2021 ESRI / Township of Langley Orthophoto

MAPSHEET NO: 92G.018**J.1**

LOCAL GOVERNMENT: Langley



ALC FILE NO:	RESOLUTION NO:
62964	XX/2023

MAP PRODUCED: January 19, 2023

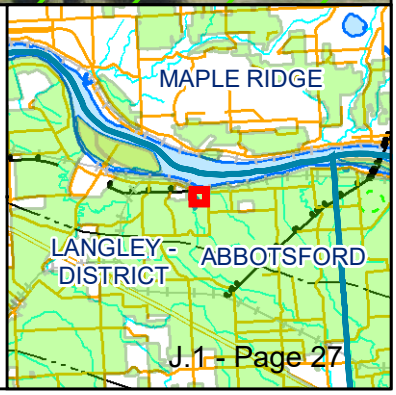
MAP SCALE: 1:2,500

DATA SOURCES & NOTES:
ALC, BCGW & ESRI / Township of Langley. Contains information licensed under Open Government License - British Columbia.

Map for reference only. Accuracy not guaranteed.

- Conditionally Approved Non-Farm Use Area (~4.1 ha)
- Subject Property
- Agricultural Land Reserve
- PMBC Parcel Cadastre

0 20 40 60 80 100
Metres



THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500
AMENDMENT (WEST CREEK FARMS LTD.) BYLAW NO. 5899

EXPLANATORY NOTE

Bylaw No. 5899 amends Rural Floodplain Zone RU-5 to allow a growing media processing and distribution facility as a permitted use on a site-specific basis on a 4.0 ha (9.8 ac) portion of an 8.3 ha (20.7 ac) property located at 25044 – 88 Avenue.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

TOWNSHIP OF LANGLEY ZONING BYLAW 1987 NO. 2500

AMENDMENT (WEST CREEK FARMS LTD.) BYLAW NO. 5899

A Bylaw to amend Township of Langley Zoning Bylaw 1987 No. 2500

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (West Creek Farms Ltd.) Bylaw No. 5899".

2. The "Township of Langley Zoning Bylaw 1987 No. 2500" as amended is further amended:

   a) Amending Section 205.1 Uses Permitted in the Rural Floodplain Zone RU-5 by adding the following:

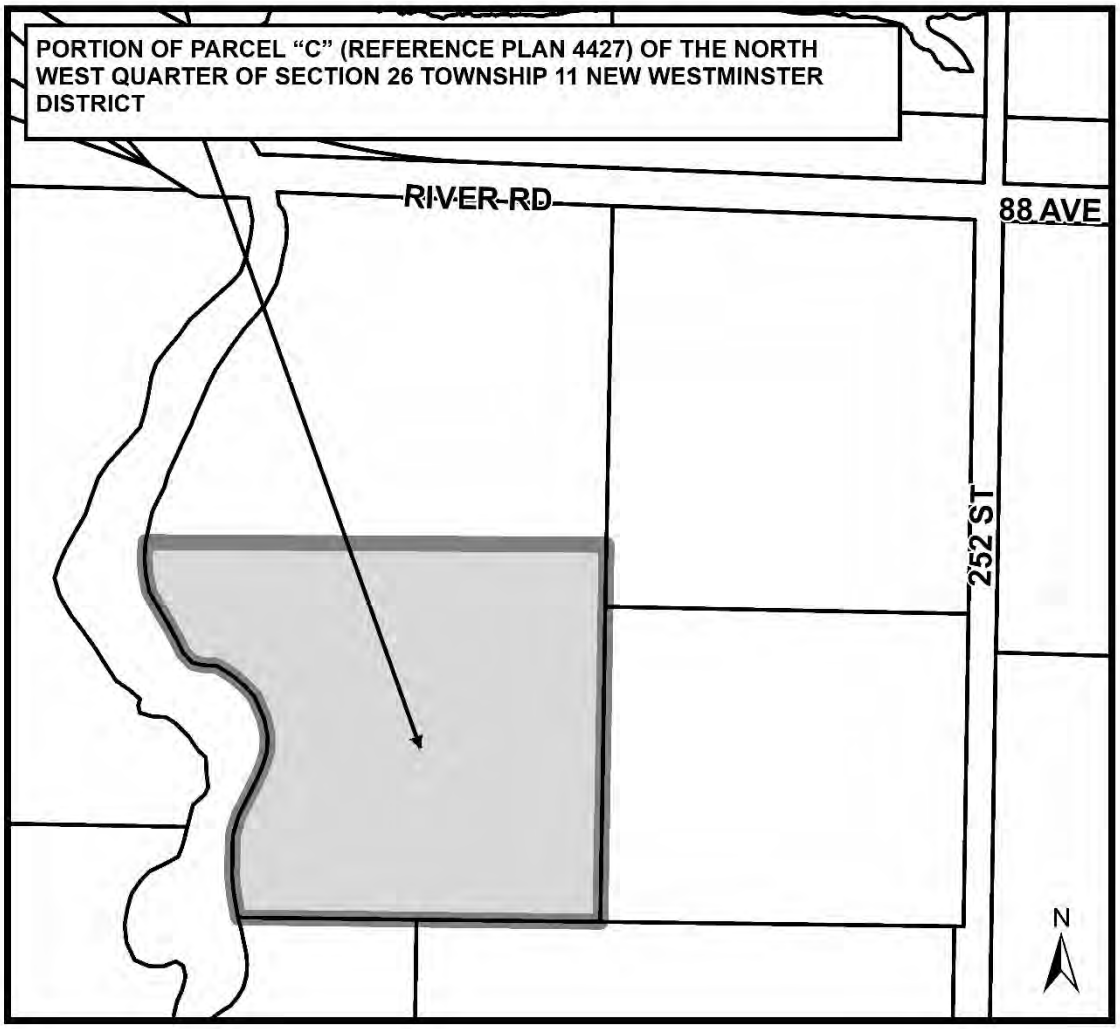
      "Processing and distribution facility for growing media as a root base medium for commercial sale but excluding any on-site composting or use of any composting materials. This use, including all processing and distribution activities, must be entirely contained to the southern 4.0 ha (9.8 ac) portion of Parcel "C" (Reference Plan 4427) of the North West Quarter of Section 26 Township 11 New Westminster District and must be in accordance with ALC Resolution #35/2023 of the Agricultural Land Commission."

   As shown delineated on Schedule "A" attached to and forming part of this Bylaw to Rural Floodplain Zone RU-5.

NOTICE WAS ADVERTISED the	13 & 20	day of	July	, 2023
READ A FIRST TIME the	24	day of	July	, 2023
READ A SECOND TIME the	24	day of	July	, 2023
PUBLIC HEARING HELD the	25	day of	September	, 2023
READ A THIRD TIME the		day of		, 2024
RECEIVED THE APPROVAL OF THE MINISTRY OF AGRICULTURE AND FOOD the		day of		, 2024
ADOPTED the		day of		, 2024

_____ Mayor _____ Township Clerk

SCHEDULE 'A'
BYLAW NO. 5899



Township of Langley
Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 10, 2024 - REGULAR MEETING	**REPORT:**	24-120
FROM:	BYLAW, LEGAL, AND STRATEGIC IMPLEMENTATION DIVISION	**FILE:**	LRP00012
SUBJECT:	WILLIAMS NEIGHBOURHOOD PLAN UPDATE		

RECOMMENDATIONS:

That Council repeal second reading of "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799".

That Council give second reading to the revised "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799".

That Council direct staff to complete an update to the Williams Engineering Services Plan (Williams ESP) and that required funds to complete the update be provided in the amount of $85,000 from the 2023 Township of Langley General Surplus to ensure that there is alignment between the updated Williams Neighbourhood Plan and the Williams ESP.

That Council receive for information the Draft Williams Neighbourhood Plan Amendments to the Willoughby Greenway Amenity Policy.

That Council receive for information the Draft Williams Neighbourhood Plan Amendments to the Community Amenity Contributions Policy.

That Council consider that the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 is consistent with the Township of Langley Financial Plan.

That Council consider and confirm that the revised Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 is consistent with the Metro Vancouver Integrated Liquid Wastewater Resource Management Plan and Integrated Solid Waste and Resource Management Plan.

That Council direct staff to conduct a Public Open House for Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799, Draft Williams Neighbourhood Plan Amendments to the Willoughby Greenway Amenity Policy and Draft Williams Neighbourhood Plan Amendments to the Community Amenity Contributions Policy.

That Council authorize staff to schedule the required Public Hearing for Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799.

That Council consider and confirm that the consultation process during preparation of the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799.

That Council acknowledge that First Nations may refer the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 via the People of the River Referrals Office to other Sto:lo Nations including the Katzie, Kwantlen, Matsqui and Semiahmoo Nations, provided that the final date for receipt of submissions to the Township of Langley Council is 4:30pm on the date of the advertised Public
Hearing for the subject bylaw.

That Council refer the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799 as outlined in this report for comment.

EXECUTIVE SUMMARY:

In November 2022, Council directed staff to complete an update of the Williams Neighbourhood Plan (WNP). At the July 24, 2023 Regular Meeting, Council gave first and second reading to Bylaw No. 5799. Subsequently, a public open house and two Public Hearings were held. Following the close of the second Public Hearing, Council gave third and final reading to Bylaw No. 5799.

At the January 15, 2024 Regular Meeting, Council reconsidered third and final reading of Bylaw No. 5799 and referred it to staff for further review and consideration. Bylaw No. 5799 has been revised, based on Council directions and additional public consultation with major stakeholders and property owners having been conducted in the form of in-person and virtual meetings. Some of these stakeholders and property owners have provided written and verbal input, which has been incorporated into the revised Bylaw No. 5799.

The report discusses:

a) the revised Williams Neighbourhood Plan, based on the new Council directions on January 15, 2024;
b) proposed amendments to the Community Amenity Contributions (CAC) Policy and Willoughby Greenway Amenity Policy;
c) potential implications of the revised plans on the Township of Langley Financial Plan and Metro Vancouver Integrated Liquid Waste Water and Solid Waste Management Plans;
d) other requirements of the revised Williams Neighbourhood Plan under the Local Government Act; and
e) public consultation.

PURPOSE:

This report is in response to Council's direction on January 15, 2024 to further review the proposed Williams Neighbourhood Plan (Bylaw No. 5799).

BACKGROUND/HISTORY:

On October 1, 2018, Council adopted Bylaw No. 5335 for the Williams Neighbourhood Plan (WNP).

At the November 14, 2022 Regular Meeting, Council directed staff to complete an update of the WNP to provide for more residential density and mixed-use developments and urban park areas.

On December 1, 2022, a memorandum outlined a list of Council priority projects and included information on the WNP update which was anticipated to include public engagement and consultation with external agencies, traffic analysis, assessment of engineering servicing and public amenity requirements (see Item 7 of the December 1, 2022 Distribution). The memorandum noted the consultation requirements of section 475 of the Local Government Act (LGA) and Council Consultation - Official Community Plan Policy No. 07-160.

On January 16, 2023, a memorandum provided specific information on a work program, scope and process for completing the WNP update (see Item 4 of the January 16, 2023 Distribution). Also, it presented preliminary options for a mixed-use node and preliminary concepts for accommodating additional residential density in the Williams area. The memorandum proposed a public consultation program which included open houses, dialogue sessions with property owners and agency referrals.

At the July 24, 2023 Regular Meeting, Council received Report No. 23-152 that presented the updated WNP and provided several recommendations for compliance with the LGA and various applicable Township policies. More notably, Council gave first and second reading to Bylaw No. 5799 for the updated WNP and directed staff to schedule a public open house and a subsequent Public Hearing to receive feedback.

The public open house was held on September 27, 2023. Notices of the open house were advertised in the September 14 and 21, 2023 editions of the Langley Advance Times and were mailed on September 18, 2023 to 921 property owners/occupants within 100 metres of the Williams NP area, meeting the requirements in the Development Application Procedures Bylaw No. 576 (as amended) and the LGA. A memorandum on the open house was included in the September 25, 2023 Regular Meeting Agenda (Item O.3). Approximately 120 people attended the open house.

On October 23, 2023, Council held a formal Public Hearing to receive written input and hear verbal feedback on proposed Bylaw 5799. Notices of the Public Hearing were advertised in the October 12 and 19, 2023 editions of the Langley Advance Times and were mailed on October 11, 2023 to 921 property owners/occupants, based on the standard notification method described above. Following the close of the Public Hearing, Council referred Bylaw 5799 to staff with eight considerations for additional changes.

At the November 20, 2023 Regular Meeting, Council received Report No. 23-249, rescinded second reading of Bylaw No. 5799, gave second reading to the revised bylaw and authorized staff to schedule another Public Hearing for the revised bylaw.

On December 4, 2023, Council held a second Public Hearing on proposed Bylaw 5799. Notices of the Public Hearing were advertised in the November 23 and 30, 2023 editions of the Langley Advance Times and were mailed on November 22, 2023 to 923 property owners property owners/occupants, based on the standard notification method described above. Following the close of the Public Hearing, Council gave third and final reading to Bylaw No. 5799.

At the January 15, 2024 Regular Meeting, Council reconsidered third and final reading of Bylaw No. 5799 and referred the bylaw to staff for further review and consideration of:

1. Existing areas and possible updated guidelines for the Single Family Mixed Residential land use designation to ensure consistency with the Housing Statutes Residential Development Amendment Act, 2023, ("Bill 44"), and/or otherwise revised or removed.
2. Options to streamline and improve the flexibility and responsiveness of the neighbourhood planning process for the Williams Neighbourhood Plan.
3. Potential revisions to the proposed Mixed-use + Residential District and adjacent School and Park site(s), including potential improvements to the circulation concept plan.
4. Additional passive park spaces, perhaps adjacent to the Williams Neighbourhood Park and/or within close proximity to.
5. The location for a Civic Institutional use within the regionally-designated Employment Lands and Business Park area.
6. The current equitability of Community Amenity Contributions within the Williams Neighbourhood Plan and Council Policy 07-166, as amended.
7. Consistency between the proposed land uses, Development Permit Areas and map attached to proposed Bylaw 5799 as Schedule B ("Development Permit Areas").
8. Legal advice on the above changes and public consultation requirements.

For clarity, Council's reconsideration of third and final reading of the proposed bylaw effectively puts it back at second reading.

DISCUSSION/ANALYSIS:

The report discusses:

- the revised Williams Neighbourhood Plan, based on the new Council directions on January 15, 2024
- proposed amendments to the Community Amenity Contributions (CAC) Policy and Willoughby Greenway Amenity Policy
- potential implications of the revised plans on the Township of Langley Financial Plan and Metro Vancouver Integrated Liquid Waste Water and Solid Waste Management Plans
- the requirements of the proposed plan under the LGA
- public consultation

Council Directions

On January 15, 2024, Council provided specific directions for the NPs. Each direction is discussed below.

1. *Existing areas and possible updated guidelines for the Single Family Mixed Residential land use designation to ensure consistency with the Housing Statutes Residential Development Amendment Act, 2023, ("Bill 44"), and/or otherwise revised or removed:*

   The Williams Land Use Plan (Map 1) and Integrated Neighbourhood Concept (Map 2) have been revised. Properties bounded by Morrison Crescent, 77 Avenue (alignment) 214 Street (alignment) and 76 Avenue have been changed from "Single Family Mixed Use" to "Townhouse" which is the same as the proposed designations to the north and west of the area.

2. *Options to streamline and improve the flexibility and responsiveness of the neighbourhood planning process for the Williams Neighbourhood Plan:*

   Langley School District No. 35 has re-considered a combined elementary-middle school site in Williams, as another site (at 76 Avenue and 210 Street) has been acquired for a middle-high school campus. The site is less than half a kilometre away, making the previously proposed Williams site for a middle school redundant.

   An elementary school-neighbourhood park site will remain in Williams. A 10-acre site has been acquired by a proponent to facilitate development in the neighbourhood. It will be jointly developed by the Township and the School District, based on the standard that has been established for other joint sites in Willoughby.

3. *Potential revisions to the proposed Mixed-Use + Residential District and adjacent School and Park site(s), including potential improvements to the circulation concept plan:*

   The previously proposed Mixed-Use + Residential District, for the area generally bounded by 80 Avenue, 214 Street, 78 Avenue (alignment) and 212 Street, has been revised to "Medium Density Apartment" (6 storeys) and "High Density Mixed Use".

   In addition, the previously proposed "High Density Apartment" designation between 215 Street and 216 Street, south of 80 Avenue, has been revised to "Townhouse" to be consistent with the proposed land use south of 79 Avenue (alignment).

   79 Avenue has been added to create a full movement intersection at 79/80 Avenue and 212 Connector. 213 Street is proposed to connect between 78 Avenue and 79 Avenue which would facilitate traffic movement for the proposed elementary school to the east of the proposed 213 Street.

4. *Additional passive park spaces, perhaps adjacent to the Williams Neighbourhood Park and/or within close proximity to:*

   The proposed "Urban Park" at the northwest corner of 215 Street and 79 Avenue has been enlarged from 1.25 acres to 2.75 acres to provide more park and amenity space in close proximity to the proposed high density mixed use developments.

5. *The location for a Civic Institutional use within the regionally-designated Employment Lands and Business Park area:*

   The Civic Institutional designation on Maps 1 and 2 has been removed. A "floating symbol" has been added to the maps to indicate the need for a civic institutional use in the Williams neighbourhood. The policies for Civic Institutional uses have been updated to reflect the general nature of the land use designation.

6. *The current equitability of Community Amenity Contributions within the Williams Neighbourhood Plan and Council Policy 07-166, as amended:*

   Community Amenity Contributions Policy No. 07-166 has been revised to ensure that the Target Contribution Amounts are in line with other areas in Willoughby.

7. *Consistency between the proposed land uses, Development Permit Areas and map attached to proposed Bylaw 5799 as Schedule B ("Development Permit Areas"):*

   The noted maps have been revised to ensure consistency.

8. *Legal advice on the above changes and public consultation requirements:*

   Addressed, any discussions regarding legal advice should occur in a Closed Meeting.

Revised Community Amenity Contributions (CAC) Policy Amendment

Council approved a CAC Policy that guides voluntary amenity contributions by the developer as part of a rezoning application process. An amendment to the CAC Policy is recommended for the proposed changes to the Williams Neighbourhood Plan (Attachment A). Further changes to the CAC Policy may be required after the Open House and Public Hearing.

Revised Willoughby Greenway Amenity Policy

Council approved the Willoughby Greenway Amenity Policy on February 13, 2023. The policy identifies a list of amenities that supports the development of complete neighbourhoods. It has been revised to reflect the proposed changes to the Williams Neighbourhood Plan (Attachment B). Further changes to BFGAP may be required after the Open House and Public Hearing.

Township of Langley Financial Plan

Pursuant to Section 477 of the LGA, Council must consider the Official Community Plan (OCP) amendments in conjunction with its financial plan (both operating and capital). This section contemplates the potential financial implications of the OCP amending bylaw for the Williams Neighbourhood Plan.

Capital

The Township's five-year capital plan, as reviewed and updated annually, provides for new infrastructure and capital projects. Any new infrastructure that is required as a result of growth including engineering services, parks infrastructure and amenity features may be accommodated through one or a combination of the following funding mechanisms which will be reflected in the respective updated financial plan as they are quantified:

- Development Cost Charge (DCC) Program and related DCC revenue
- Neighbourhood Parkland Acquisition Fees
- Amenity Zoning Policy
- CACs
- Contributions by the Township of Langley, where deemed appropriate, to support community development and address public needs

DCCs are the key source of funding for engineering infrastructure included in neighbourhood plans. This is consistent with the Township's position that it will not finance nor assume a financial risk in the provision of engineering services (roads, utilities, parks infrastructure, etc) required for development.

The NPs also include policies related to new developments at the time of rezoning to contribute to amenity reserves. Said contributions are then used to fund amenities. As part of Corporate Asset Management Policy 03-839, new infrastructure will require increases to operating and maintenance budgets to meet existing service levels and maximize the useful life of these assets. Requirements will be addressed in the preparation of the Township of Langley Financial Plan updated annually.

User Pay Utility Operating Plan
It is expected that the proposed OCP amendments will impact the User Pay Utility Operating Plan. Specific impacts will be addressed in respective five-year financial plans. In terms of water, sewer and solid waste, user fees applied to each participating property would be used to fund ongoing operating, distribution, collection and disposal costs. The level of user fees is reviewed annually to ensure that such costs can be covered and to ensure that the fees contribute towards future capital infrastructure renewal and replacement.

Universal Services Operating Plan
In terms of the Universal Services Operating Plan which provides for ongoing transportation, stormwater, fire, police, recreation, and general government services, all development incrementally adds to the need for increased services. Specific impacts will be addressed in respective five-year financial plans.

Property tax revenue is expected to pay for the majority of ongoing general costs/services and Council ultimately controls and sets property tax levels. The proposed OCP changes would result in new assessed property values and additional property tax revenue which could be used for increased operating costs to minimize overall property tax impact.

Cumulative Impact of OCP Changes and Related Development
Successive OCP changes have a cumulative impact on the Township's financial plans. For example, when growth reaches a certain point, new facilities and staff resources are required. Needs brought on by the cumulative impact of growth are addressed through the annual financial planning processes including departmental spending requests that are reviewed and approved by Council.

Summary
Once they are determined, the capital costs of the infrastructure needed to support growth in the Williams area will be mostly secured through DCCs and other contributions through development. It is expected the proposed OCP amendments will impact the Township's long-term operating and maintenance plans and related financial budgets. Such impacts will be addressed as part of future engineering and financial studies to accompany the land use plan, prior to final adoption of related bylaws. In addition, specific financial impacts will be addressed in future five-year financial plans as development takes place.

Metro Vancouver Integrated Liquid Waste Water and Solid Waste Management Plans
In accordance with the Local Government Act, after first reading of an OCP bylaw, Council must consider the Plan in conjunction with any waste management plan that is applicable in the municipality. Metro Vancouver approved the Integrated Liquid Waste and Resource Management Plan in 2010 to manage wastewater, rainwater runoff and snowmelt. The plan is designed to protect the region's livability and environmental quality and outlines steps needed to enhance the current system as population increases. The goals of the plan are to:

- protect public health and the environment by managing sanitary sewage and stormwater at their sources and providing wastewater collection and treatment services protective of the environment
- use liquid waste as a resource for recovery of energy and materials which have nutrient value
- encourage effective, affordable and collaborative management, including innovative alternative approaches to traditional treatment systems

As Williams develops, they will be serviced with municipal sanitary and stormwater systems in conformity with the Integrated Liquid Waste and Resource Management Plan.

In 2010, Metro Vancouver approved the Integrated Solid Waste and Resource Management Plan. This plan was based on the avoidance of waste through waste reduction campaigns and recovery of materials and energy from the waste that remains. The Integrated Solid Waste and Resource Management Plan has four goals:

- minimize waste generation
- maximize reuse, recycling and material recovery
- recover energy from the waste stream after material recycling
- dispose of all remaining waste in landfill, after material recycling and energy recovery

The Plan's goal is to achieve a regional diversion rate of 70% through waste reduction and recycling. Waste and recyclables from Williams will be collected and disposed of or recycled which complies with the Integrated Solid Waste and Resource Management Plan.

Housing Needs Report

Pursuant to Section 473 of the Local Government Act, Council must consider the most recent Housing Needs Report (HNR) and the housing information on which the report is based when amending an OCP in relation to residential development. The Township's 2020 HNR identified the need for a range of housing types and tenures including housing affordable for lower-income households. With a diversity of planned small scale multi-unit housing, apartment and other housing options, including secondary suites, the Williams Neighbourhood Plan contribute to addressing housing needs identified in the HNR.

The BC government is expected to release new guidance to update HNRs in 2024, with an expectation that municipalities follow the guidance to update their HNRs by January 1, 2025. The Township has considered the 2020 HNR and determined that information such as macroeconomic factors, regional economic trends, the Langley sub-regional housing market and the greenfield nature of the Township remains valid.

Should an updated HNR indicate necessary changes to the NPs, they could be incorporated into the amendments to the Township of Langley Official Community Plan required by the new provincial legislation by the end of December 2025.

Public Consultation

The planning process for the Williams neighbourhood began in 2015 when Council directed staff to initiate work. Public consultation has been a cornerstone for all planning processes, with Council Consultation – Official Community Plan Policy 07-160 providing guidance since its adoption in 2012. Enhancements to public consultation were added to the planning process (see Item 3 in the January 3, 2016 Distribution) for the Williams Neighbourhood Plan that was eventually adopted as Bylaw No. 5335 in 2018.

Robust public consultation continued for the 2023/2024 update to the Williams Neighbourhood Plan. As outlined in the Background/History section above, public consultation was identified in the December 1, 2022 memorandum. A public open house and two Public Hearings were conducted in 2023.

Subsequent to the referral of Bylaw No. 5799 to staff on January 15, 2024, consultation with major stakeholders and property owners has been conducted in the form of in-person and virtual meetings. Some of these stakeholders and property owners have provided written and verbal input, which has been incorporated into the revised Bylaw No. 5799.

Subject to Council direction, additional public consultation will include a public open house, a Public Hearing and agency referrals. More specifically, pursuant to sections 475 and 476 of the

LGA and Council Consultation – Official Community Plan Policy 07-160, Bylaw No. 5799 will be referred to the following external agencies:

- Katzie, Kwantlen, Matsqui and Semiahmoo First Nations
- Langley School District No. 35, TransLink, Metro Vancouver and Fraser Health Authority
- Langley Environmental Partners Society
- Urban Development Institute and Homebuilders Association Vancouver
- The Agricultural Land Commission

Any submissions to Council will need to be received by 4:30pm on the date of the advertised Public Hearing for the subject bylaw.

Next Steps

Subject to Council's direction, a suggested timeline and associated tasks are recommended as follows:

- Open House: potentially week of June 24
- Public Hearing: July 15
- Third and Final reading: potentially following the close of Public Hearing

Respectfully submitted,

Stephen Mikicich
MANAGER, COMMUNITY PLANNING AND MAJOR PROJECTS
for
BYLAW, LEGAL, AND STRATEGIC IMPLEMENTATION DIVISION

ATTACHMENT A	Council Policy No. 07-166, Community Amenity Contributions (CAC) Policy Amendment, revised draft
ATTACHMENT B	Council Policy No. 07-234, Willoughby Greenway Amenity Policy, revised draft

ATTACHMENT A

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Community Amenity Contributions

Policy No:	**07-166**
Approved by Council:	**2018-07-23**
Revised by Council:	**2019-04-15**
	2019-11-18
	2021-10-18
	2022-12-12
	2023-02-13
	2023-07-24
	2023-09-25
	2023-12-04
	2024-03-25
	2024-xx-xx

1. Purpose

1.1 To provide administrative guidelines for a Community Amenity Contribution (CAC) Program.

2. Background

2.1 Municipalities are required to balance their budgets, which means the demand for new capital infrastructure and improvements must be kept within current fiscal and economic limits. Development Cost Charges (DCC), which are a primary source of funding especially for roads, water, sewer, stormwater systems, and park land acquisition and improvement, do not sufficiently assist in providing all facilities required for new communities.

2.2 CACs are voluntary amenity contributions by the developer as part of a rezoning process.

2.3 CACs are intended to offset the cost of providing community amenities associated with new commercial, industrial and residential development, thereby having a benefit to the community. In the event that CACs are not made to help provide the amenities, it is not necessarily in the public interest for the local government to support a rezoning. It has become common practice for many municipalities in B.C. for developers to propose, or municipalities to seek, amenities from projects that are applying for changes in use or density in order to help address the needs or impacts of new development. In this policy, the amenities are intended to be collected through a fixed rate contribution, based on a set of predetermined amenities.

3. Related Policies

3.1 The Official Community Plan (OCP) provides objectives and policies for the establishment of a community amenity contribution program. Objectives related to CACs aim to:

(a) Ensure that new development pays for the capital costs of providing new infrastructure and facilities to serve that development.

(b) Diversify revenue sources to fund new community infrastructure.

(c) Provide tools and incentives to encourage affordable housing options.

3.2 Specific policies include:

(a) Investigate potential for community amenity charges to cover the costs of facilities and amenities required for development that are not funded by DCCs.

(b) Create incentives to encourage developers to include affordable market rental housing and/or non-market housing in new developments, using community amenity contributions that include affordable housing as a community benefit (new units or cash).

4. Principles

4.1 As the Township of Langley continues to grow, new development should make a fair contribution to new community amenities, affordable housing, and other community needs, in order to meet the needs of a growing community and to contribute to managing growth pressures.

4.2 The Township of Langley will set its targets for CACs such that the cost implications for new development will be reasonable. The level of CACs will be such that there is minimal impact on new development. More specifically, the expectations for CACs are not likely to affect the financial viability of new development projects. The costs will be such that developers and landowners will still see incentives to seek higher density for residential developments.

5. Policy

5.1 The provision of community amenities will be subject to community input, Council prioritization, and available revenue. Where one developer is not expected to provide an entire amenity, the developer may pay the Township cash-in-lieu, referred to as CACs. The amenities are as follows:

(a) 13% will be Affordable Housing, and therefore 13% of CACs will go into the Affordable Housing Reserve Fund;

(b) 75% of community amenities will be Township-wide enhancements, and therefore 75% of CACs will go into a Community Amenity Contribution Fund to assist in funding amenities identified in the OCP, including the following amenities:

- Conference and Entertainment Centre
- Recreation Centre in Willowbrook
- Recreation Centre in Brookswood-Fernridge
- Indoor Pool and Community Centre in Yorkson Community Park
- Soccer Campus in the Smith Neighbourhood
- Recreation Facility at the Langley Events Centre for ice and dry floor recreation
- Additional urban parks for urban areas

- Fire Hall in North Willoughby
- Fire Hall in Brookswood-Fernridge;
- Community Police Office in Brookswood-Fernridge

(c) 5% of community amenities will be enhancements to areas within the Aldergrove Core Area Plan, and therefore 5% of CACs will go into an Aldergrove Community Amenity Fund to assist in funding amenities; and

(d) 7% of nature-based amenities will support the Climate Action Strategy, and therefore 7% will go into a Climate Action Reserve Fund to mitigate environmental impacts originating from development upon the Township of Langley for items related to corporate buildings, habitat preservation, agricultural areas, and transportation infrastructure improvements.

5.2 The Township intends to obtain contributions to civic infrastructure and amenities from new development that involves rezoning. In doing so, the Township will apply the following principles:

(a) New development should make a fair contribution to new community amenities, affordable housing, and other community needs to meet the needs of a growing community and to address some of the impacts of growth.

(b) The Township's community amenities are set out in section 5.1.

(c) The Township will set its targets for amenities (and for cash-in-lieu of amenities, referred to herein as CACs, where one developer is not expected to provide an entire amenity) such that the cost implications for new development will be reasonable. The extent of Community Amenity Contributions will be such that there is little risk that there will be any impact on the pace of new development in the Township.

(d) The Township will set targets for cash-in-lieu Community Amenity Contributions it hopes to obtain from new development. The targets as set out in Table 1 may be reviewed by Council from time to time, based on changing community needs, changing priorities, and changing market conditions.

Table 1: Township-wide Community Amenity Contributions

	Community Amenity Contributions per Dwelling Unit			
	Single Family*	Townhouse/ Rowhouse/ Duplex[1]	Apartment[2]	Required Amenity Contribution[3]
CAC Target Contribution Amounts	$16,900	$14,400	$11,000	See section 5.1

*New Single Family – per lot
[1]Townhouse / Rowhouse / Duplex or other ground-oriented dwelling unit
[2]Apartment
[3]Section 5.1 of Council Policy No. 07-166

(e) The Township will use phased development agreements or acknowledgement and release letters as the mechanisms to obtain cash-in-lieu CACs. In site by site negotiations, the Township will seek to obtain a target contribution that makes a meaningful contribution to community amenities while ensuring that land owners still have enough incentive to make land available in the redevelopment market.

(f) The Township shall utilize CAC funds in a manner that is appropriate and necessary for the purpose of servicing debt costs incurred as a result of delivering CAC capital projects.

(g) In addition to Community Amenity Contributions as set out in section 5.1, or set targets for cash-in-lieu as set out in Table 1, areas within the Urban Containment Boundary (UCB) as per Map 1, where an application includes an increase to the residential density beyond that established in the OCP or development regulations, the target CAC shall be as set out in Table 2.

Table 2: Density Bonus Contributions

Urban Areas (within the UCB)				
Use	Single Family	Townhouse / Rowhouse / Duplex	Apartment (6 storeys or less)	Apartment (7 storeys or more)
Target Contribution	$25,000 per unit	$20,000 per unit	$25 per ft^2	$20 per ft²

Calculating the contribution per ft^2 is as follows:

1.1.g.1 Apartment density is determined by a maximum floor space ratio (FSR), and the contribution per ft^2 will be based on the gross floor area exceeding the base density;

1.1.g.2 Development proposals seeking an increase above OCP densities are required to convert UPA to FSR as per the standardized UPA to FSR conversion, and the proposed FSR is below the FSR resulting from the standardized UPA to FSR conversion, a per ft^2 target contribution will apply to each additional unit based on the proponent's average unit size.

(h) For areas within the UCB as per Map 1, target rates will be based on a cash contribution proportional to the value being created by the increase in density for major OCP amendments, or development applications where:

1.1.h.1 The lot is currently designated Agriculture, Conservation & Recreation, Industrial, or Mixed Employment; and

1.1.h.2 The proposed density increase is greater than the maximum density allowed in the OCP, or development regulations.

(i) For Rural areas as per Map 1, CACs will be based on a per acre amenity contribution proportionate to the value being created by the increase in density for major OCP Amendments, or development applications where:

1.1.i.1 The lot is currently designated Agriculture, Conservation & Recreation, Industrial, Mixed Employment, or Rural; and

1.1.i.2 The proposed density increase is greater than the maximum density allowed in the OCP, or development regulations.

(j) Where lots designated Residential and significant increases in density are proposed, CACs will be based on an amenity contribution proportionate to the value being created by the increase in density for Major OCP Amendments, potentially in conjunction with or in lieu of the provisions of 5.2(g).

(k) For the Brookswood-Fernridge Neighbourhood Plan areas as per Map 1, a neighbourhood specific CAC will assist in funding amenities identified in the Official Community Plan based on the per unit target contributions as set out in Table 3.

Table 3: Brookswood-Fernridge Neighbourhood Plan Area

Brookswood-Fernridge Neighbourhood Plan Areas	Community Amenity Contributions per Dwelling Unit				
	Single Family*	Townhouse/ Rowhouse/ Duplex[1]	Apartment[2]	Employment[3]	Required Amenity Contribution[4]
CAC Target Contribution Amounts	~~$35,500~~ $30,200	~~$29,450~~ $25,000	~~$21,750~~ $18,500	$17/ft², or $500,000/acre	See section 5.1

*New Single Family – per ~~lot~~ unit
[1]Townhouse / Rowhouse / Duplex or other ground-oriented dwelling unit
[2]Apartment
~~2~~[3] Target contribution amounts for development on lands designated Employment shall be the greater of the two calculations
~~3~~[4]Section 5.1 of Council Policy No. 07-166

(l) For the Smith and Williams Neighbourhood Plan areas as per Map 1, a neighbourhood specific CAC will assist in funding amenities identified in the Official Community Plan based on the per unit target contributions as set out in Table 4.

Table 4: Smith and Williams Neighbourhood Plan Area

Smith and Williams Neighbourhood Plan Areas	Community Amenity Contributions per Dwelling Unit				
	Single Family*	Townhouse/ Rowhouse/ Duplex[1]	Apartment[2]	Employment[3]	Required Amenity Contribution[4]
CAC Target Contribution Amounts	~~$16,900~~ $25,000	~~$17,000~~ $20,000	~~$30,000~~ $17,500	$19/ft.², or $550,000/acre	See section 5.1

*New Single Family – per lot
[1]Townhouse / Rowhouse / Duplex or other ground-oriented dwelling unit
[2]Apartment
~~2~~[3] Target contribution amounts for development on lands designated Business Park shall be the greater of the two calculations
~~3~~[4]Section 5.1 of Council Policy No. 07-166

5.3 EXEMPTIONS

Development that meets the following conditions is exempt from the CAC program:

(a) Any not-for-profit development as defined in the Development Cost Charge Waiver For Affordable And Supportive Housing Bylaw 2019 No. 5462;

(b) Where single family residential subdivisions propose fewer than three lots, the original lot is exempt, after which the CAC program applies to each new lot;

(c) Accessory dwelling units, such as a secondary suite or coach house;

(d) Duplex, triplex and fourplex dwelling units, where only one building is being constructed – only the first dwelling unit is exempt, after which the CAC program applies to each additional dwelling unit;

(e) The development of residential dwellings within the area identified in the Aldergrove Core Area Plan, including mixed-use development, that have received Third Reading from Council prior to July 31, 2024. Effective August 1, 2024 the Aldergrove Core Area will be subject to CACs applicable to Urban (see Map 1).

(f) Rezoning applications submitted prior to each subsequent amendment to this policy will be given a twelve (12) month grace period for each amendment and must receive fourth and final reading within the twelve (12) month grace period or will otherwise be subject to the amendments.

5.4 COLLECTION OF CACs

(a) Payment of the CAC shall be made to the Township, prior to Council consideration of adoption of the Zoning Bylaw amendment bylaw. At the discretion of the Director of Development Services, the provision of CACs may be secured through either a Phased Development Agreement or Acknowledgement and Release Letter. If adoption is not given by Council to the Zoning Bylaw amendment bylaw, the CAC (without interest) shall be returned to the applicant by the Township.

(b) Alternatively, payment of the CAC may be made to the Township at the time of issuance of a development permit, or where one is not required, at the time of issuance of a building permit. Where this option is selected by the applicant, an irrevocable letter of credit must be provided to the Township for the full amount of the CAC prior to Council consideration of adoption of the Zoning Bylaw amendment.

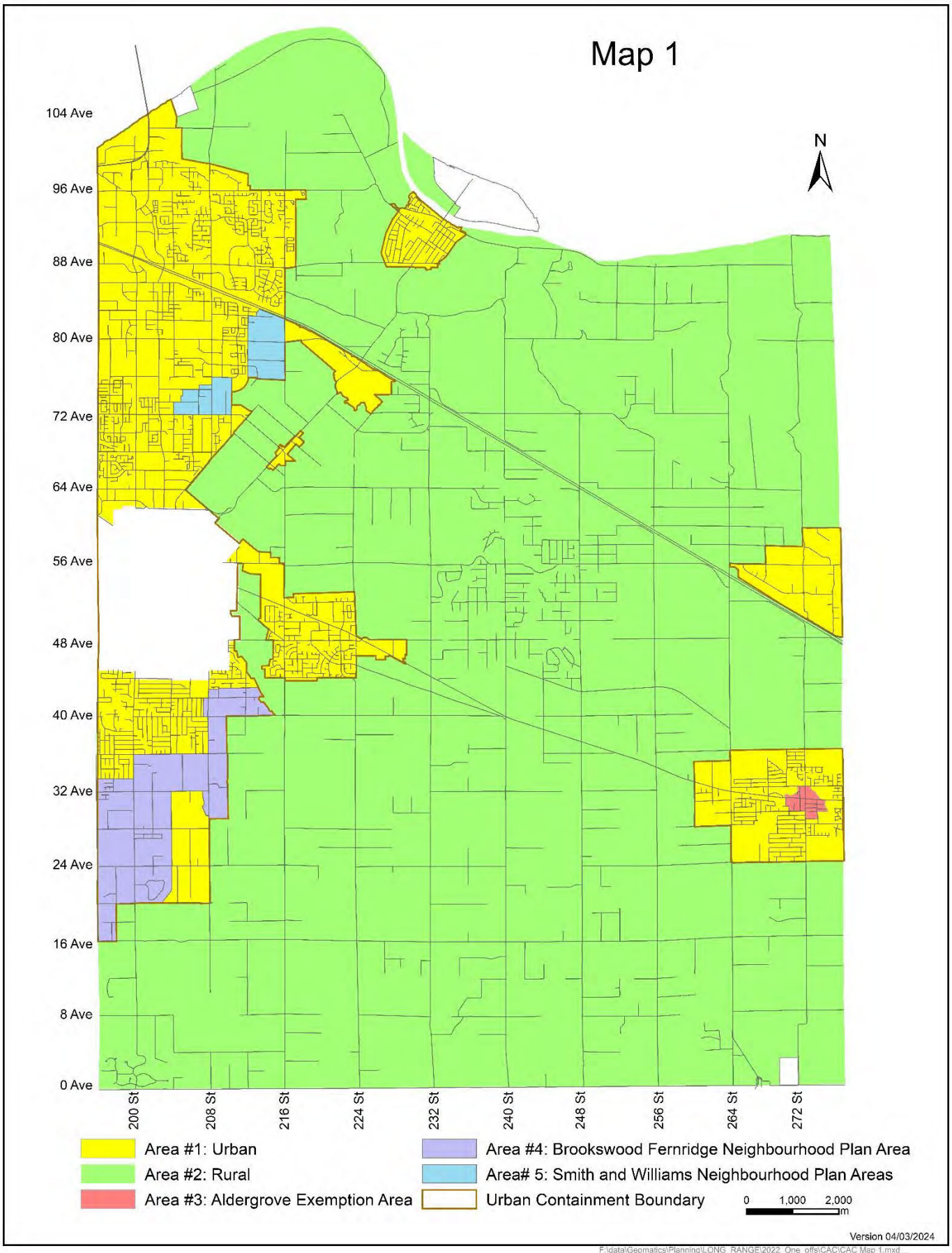
(c) Under specific circumstances, payment of CAC and Density Bonus target contribution amounts associated with residential floor space that exceeds OCP base densities may be made at the time of issuance of a Building Permit, as deemed appropriate by Council. Payment of CACs associated with base OCP densities will be required prior to Council consideration of adoption of the Zoning amendment bylaw.

5.5 Council may amend the CAC target contribution amounts and any other aspect of this Policy as it deems appropriate in response to changing needs.

5.6 Any proposed Community Amenity Contribution is subject to the Municipal Price Index (MPI) and maybe recalculated to reflect the changes to the MPI from time to time

5.7 This Policy is to be administered and monitored by the Community Development Division and the Finance Division.

5.8 This Policy will be reviewed periodically to assess amenities and associated capital costs as required. Timing of the CAC Policy review will be offset so as not to overlap with the periodic review of the Development Cost Charges Bylaw to the extent possible.


Map 1
N
104 Ave
96 Ave
88 Ave
80 Ave
72 Ave
64 Ave
56 Ave
48 Ave
40 Ave
32 Ave
24 Ave
16 Ave
8 Ave
0 Ave
200 St
208 St
216 St
224 St
232 St
240 St
248 St
256 St
264 St
272 St
Area #1: Urban
Area #2: Rural
Area #3: Aldergrove Exemption Area
Area #4: Brookswood Fernridge Neighbourhood Plan Area
Area# 5: Smith and Williams Neighbourhood Plan Areas
Urban Containment Boundary
0 1,000 2,000
m
Version 04/03/2024
F:\data\Geomatics\Planning\LONG_RANGE\2022_One_offs\CAC\CAC Map 1.mxd

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Willoughby Greenway Amenity

Policy No: 07-234
Approved by Council: 2023-02-13
Revised by Council:

1. Purpose

1.1 To provide a means of providing amenities in the Willoughby Community Plan area pursuant to the Local Government Act.

2. Background

2.1 The Willoughby Community requires the provision and construction of various amenities including enhanced sidewalks, public art, heritage features, and a variety of park and greenway typologies. Amenity zoning provisions of the Local Government Act may be used to acquire and construct the amenities. The Willoughby Greenway Amenity Policy (GAP) consolidates a number of similar policies at the neighbourhood level, while maintaining the same basket of amenities in the community as a whole. The neighbourhood-level policies were rescinded when the Willoughby GAP was approved by Council on February 13, 2023.

3. Related Policy

3.1 Willoughby Community Plan

4. Policy

4.1 The Willoughby Community Plan requires the provision and construction of various amenities including enhanced sidewalks, public art, heritage features, and a variety of park and greenway typologies ("Amenities") as shown in Schedule A.

4.2 All developing properties in that portion of the Willoughby Community Plan shown on the attached schedule, excluding those properties being developed for public school ("Development Area" as shown in Schedule B), will benefit from the Amenities.

4.3 The Township has determined that an equitable sharing of the cost of the Amenities in the Development Area will be $70.98 per m^2 of Developable Land plus applicable sales or similar taxes ("Amenity Cost"), calculated as shown in Schedule C. For the purposes of this Policy, "Developable Land" means the gross area of a parcel excluding streamside protection areas, the area below the top of bank and land to be used for greenways and parks. Detention Pond lands are included within the definition of "Developable Land".

4.4 The Amenity Cost can be provided by means of land with improvements constructed thereon ("Improved Land"), cash plus land without improvements constructed thereon ("Unimproved Land") and cash alone.

4.5 Section 482 of the Local Government Act provides for the establishment of different density regulations for a zone, one generally applicable for the zone and the other applicable if conditions, including those relating to the conservation or provision of amenities, and the number, kind, and extent of amenities are met.

4.6 Where Council proposes to rezone a property within the Development Area pursuant to Section 482 it may choose to include the Amenity Cost as an amenity for the purposes of that bylaw.

4.7 Where the Amenity Cost is determined to be an amenity for the purposes of a bylaw adopted pursuant to Section 482 and the developer wishes to take advantage of the higher density set out in the bylaw referred to in Section 4.6 by providing the amenities, including the Amenity Cost, the Amenity Cost will be referenced in rezoning bylaws and may be provided as follows:

a) where the property being developed contains an amenitiy or amenities idendified in Section 4.13, subject to 4.7(b), provide the Amenity Cost by way of Improved Land plus cash;

b) where the property being developed contains an amenity or amenities identified in Section 4.13 and the General Manager of Community Development of the Township, or their designate, determines that the construction of the improvements would be premature, the developer shall provide the Amenity Cost by way of cash plus Unimproved Land; and

c) where the property being developed does not contain an amenity or amenities identified in Section 4.13, the developer shall provide the Amenity Cost by way of cash only.

4.8 The Amenity Cost payable in respect of any development shall be reduced by the value of the Improved Land provided as part of that development.

4.9 Where the value of the Improved Land exceeds the Amenity Cost, the difference shall be returned to the developer as a rebate. Contributions to the public art component of the Amenity Cost will not be included in the rebate.

4.10 Rebates shall be paid only when there are sufficient funds available based on a first-in first-out basis and shall be paid out at the collected rate.

4.11 Where the Amenity Cost includes Unimproved Land (including a wildlife habitat patch) the value of the Unimproved Land shall be deemed to be $4,000,000 per acre (2023 deemed cost).

4.12 Amenity costs collected will be placed in an interest-bearing Reserve Fund.

4.13 Where the Amenity Cost includes Improved Land, the value of the Improved Land shall be deemed to be the value of the Unimproved Land plus the costs outlined in Table 1. Amenities where the cost is per unit are based on pre-determined size of the amenity.

Table 1: Cost of individual amenities

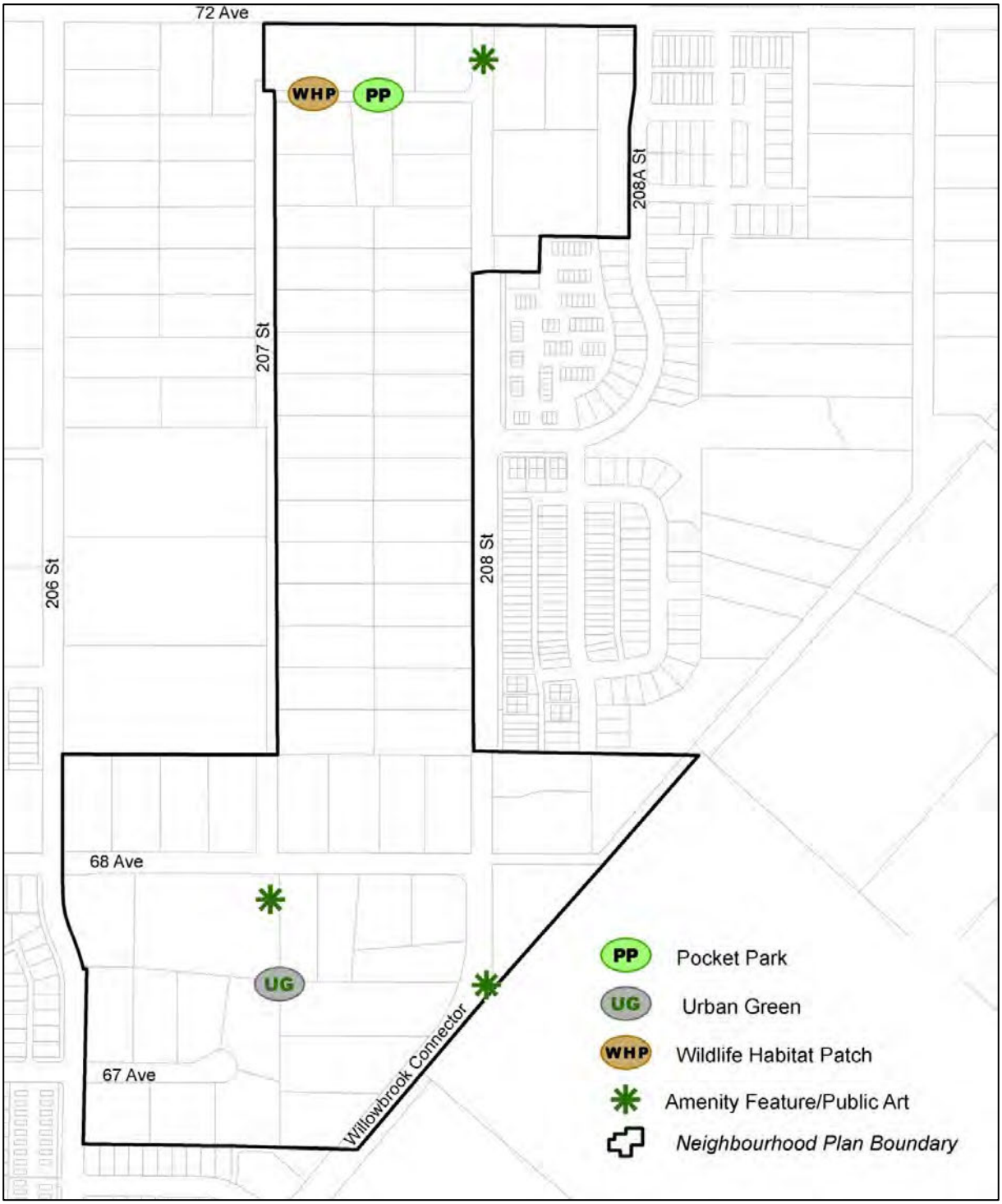
	Amenity	Amount	Per Unit
1	200 Street Greenway	$ 828.00	lineal metre
2	199 Street Greenway (6.0 metre width)	$ 725.00	lineal metre
3	200 Street Greenway fronting Commercial only	$ 690.00	lineal metre
4	202B and 68 Avenue amenity	$ 300.00	square metre
5	202B and 72 Avenue amenity	$ 100.00	square metre
6	Street Greenway with Wall	$ 850.00	lineal metre
7	212 Street Greenway	$ 850.00	lineal metre
8	216 Street Greenway (8 metres land, 12 metres construction)	$ 850.00	lineal metre
9	Blue Link / Art Walk	$ 2,888.00	lineal metre
10	Carvolth Commons	$ 336.91	square metre
11	Creek Greenway	$ 654.83	lineal metre
12	Dog Off-Leash Park	$ 49.41	square metre
13	Ecological Greenway	$ 704.83	lineal metre
14	Enhanced sidewalk	$ 365.67	lineal metre
15	Freeway Buffer	$ 1,412.50	lineal metre
16	Heritage (Smith)	$ 100,000.00	unit
17	Heritage (Latimer)	$ 200,000.00	unit
18	Integrated Open Space	$ 349.85	square metre
19	Living Wall[1]	$ 540,000.00	unit
20	Multi-Use Trail Linkages	$ 450.00	lineal metre
21	Neighbourhood Forested Mews (approx 2.07 Ac. In ROWs)	$ 672.17	lineal metre
22	Landmark Amenity (212 St and 80 Ave; west side)[2]	$ 242,599.00	unit
23	Landmark Amenity (N. of 212 St / 80 Ave) including public art[3]	$ 471,409.00	unit
24	Landmark Amenity (at 216 interchange) including public art[4]	$ 585,040.00	unit
25	Off-Street Recreational Greenway (6 m width)	$ 676.50	lineal metre
26	Off-Street Recreational Greenway Buffer (10 m)	$ 796.50	lineal metre
27	Plaza	$ 200.00	square metre
28	Pocket Park	$ 66.89	square metre
31	Public Art	$ 200,000.00	unit
32	Public Square	$ 36.16	square metre
32	Recreational Greenway	$ 796.50	lineal metre
33	Street Greenway	$ 695.67	lineal metre
34	Urban Green	$ 366.00	square metre
35	Urban Pocket Parks	$ 36.16	square metre
36	Wildlife Habitat Patch (1,563m^2 additional outside of ROW) (includes path)	$ 124,418.33	unit
37	Williams View Park	$ 406,520.00	unit

(1) Assuming 232.25 m^2 wall area, up to a maximum credit of $540,000 per location
(2) Assuming 0.95 acre total area: 0.45 acre in the Williams Neighbourhood Plan area and 0.5 acre in the Yorkson Neighbourhood Plan area
(3) Assuming 0.5 acre total area
(4) Assuming 0.5 acre total area

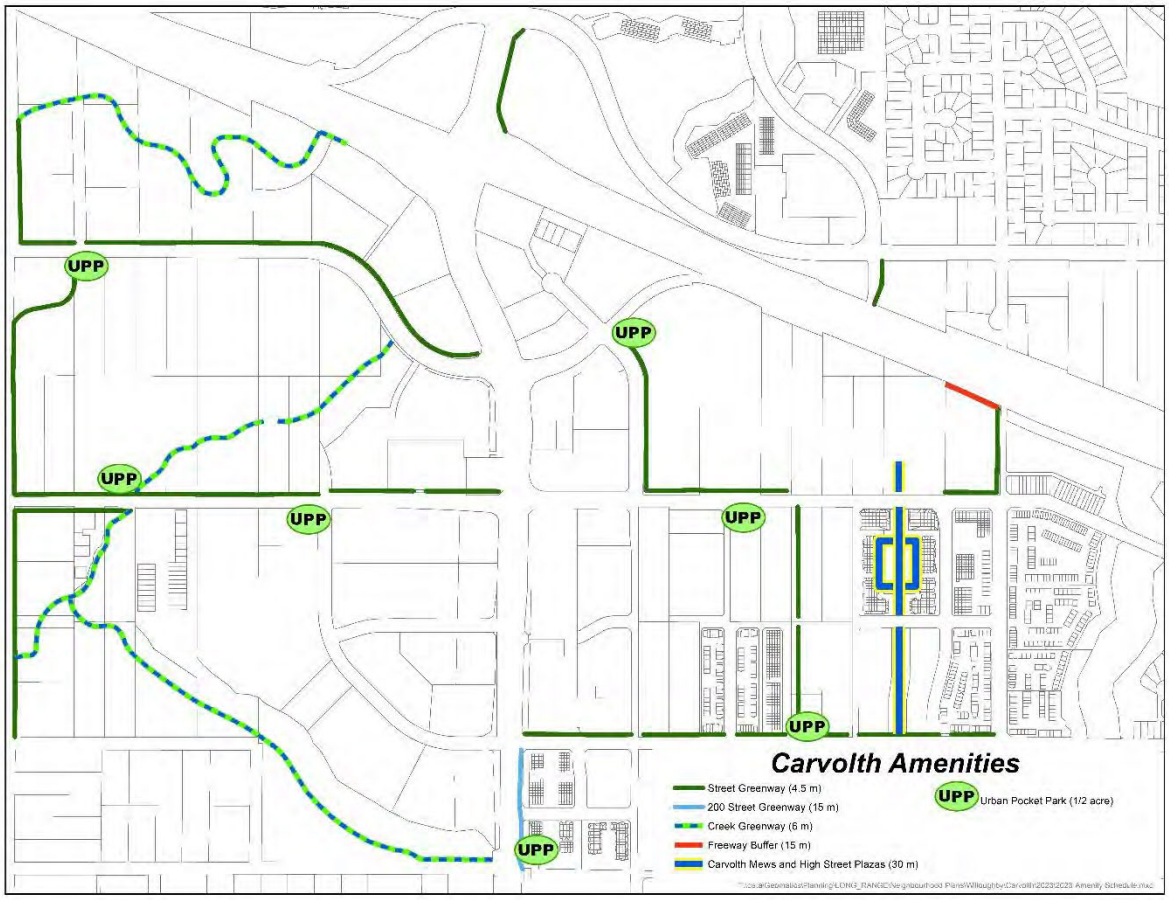
4.14 Nothing in this policy will fetter the discretion of the Council of the Township to exercise its legislative powers and functions.

Schedule A
Willoughby Amenities

Map 1: Willoughby Amenities (208 Street Density Review Area)



Map 2: Willoughby Amenities (Carvolth Neighbourhood Plan area)

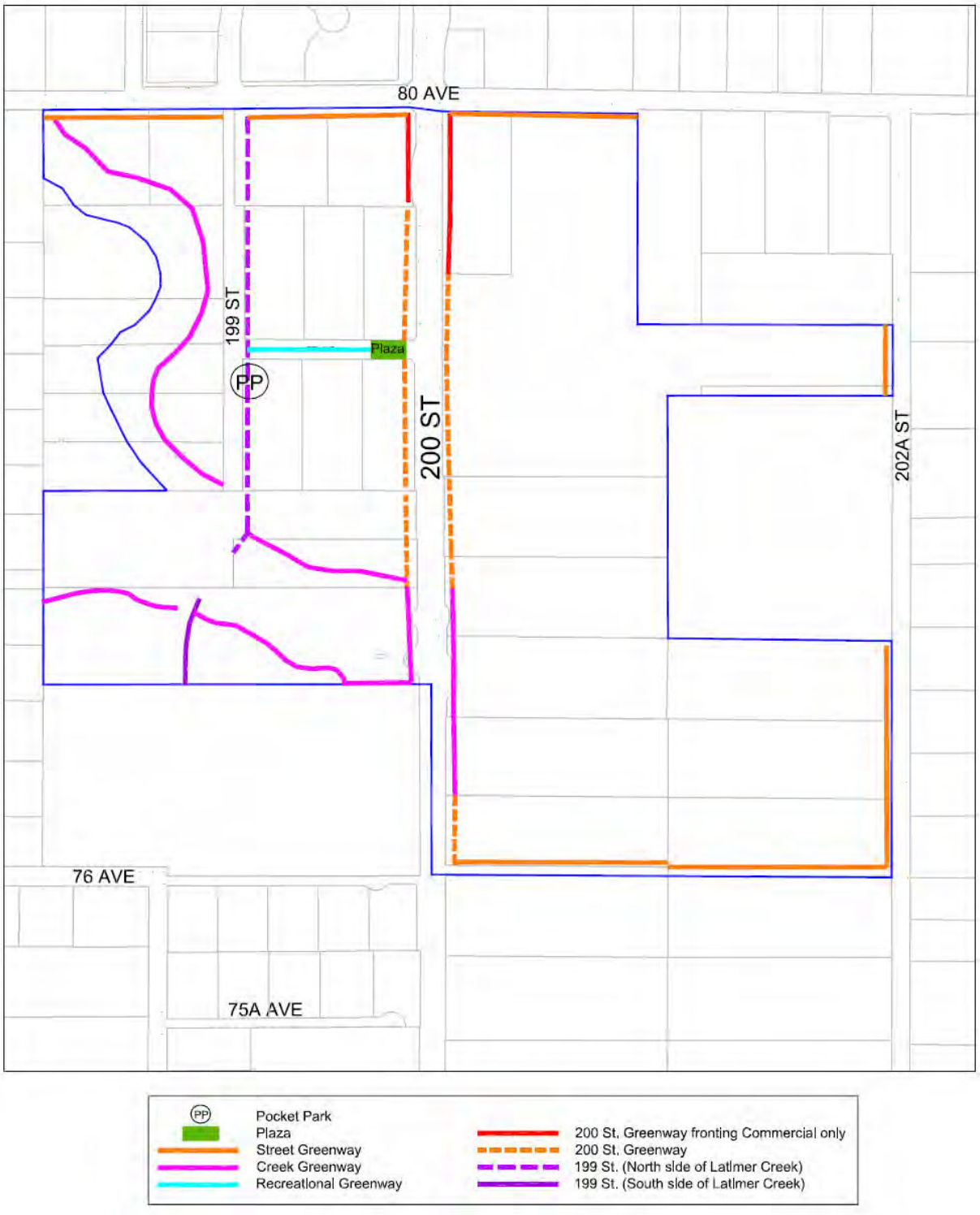


Public Art should be located in the plaza at 200 Street and 88 Avenue and in Carvolth Commons.

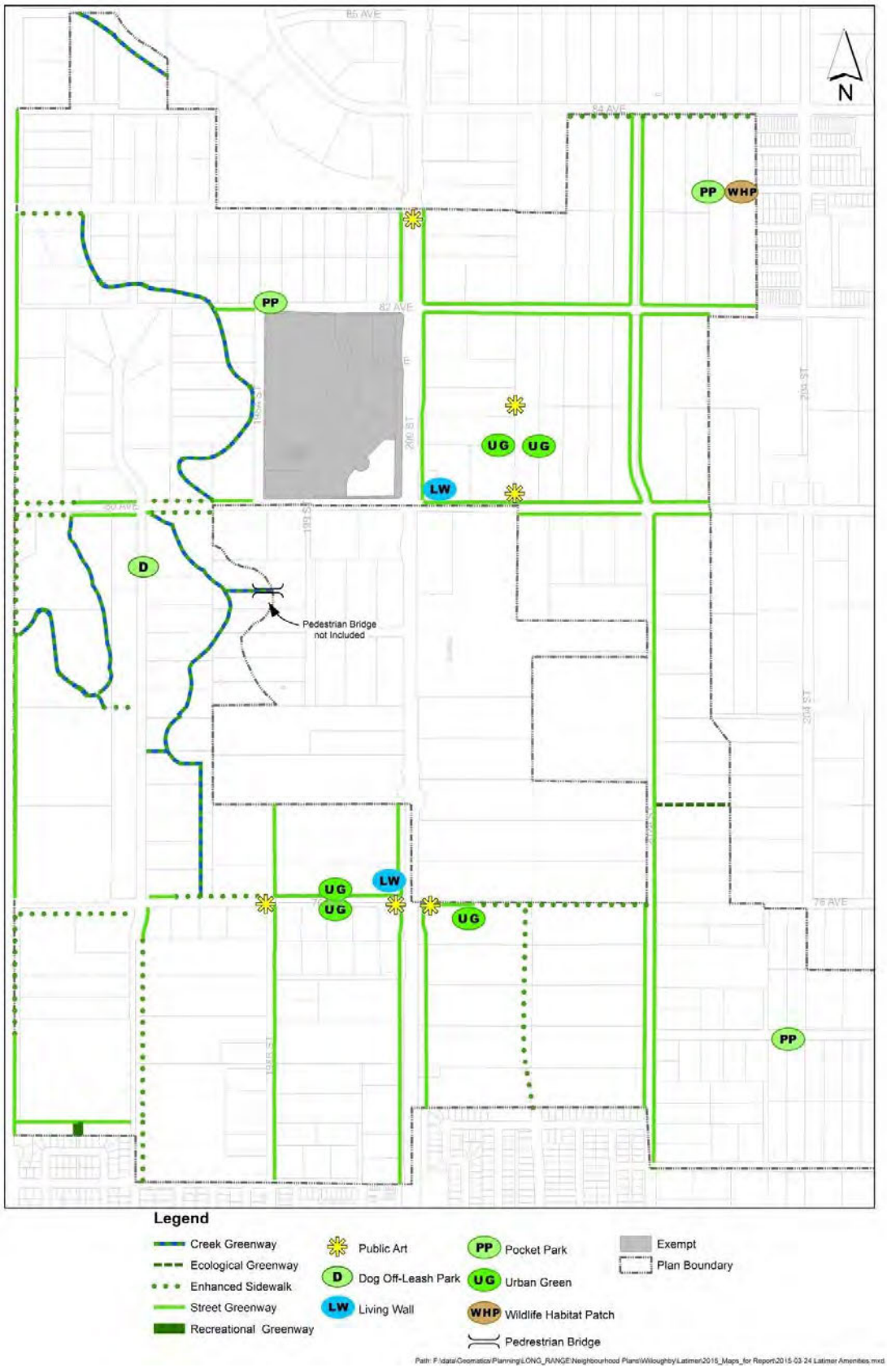
Map 3: Willoughby Amenities (Central Gordon Estate Neighbourhood Plan area)



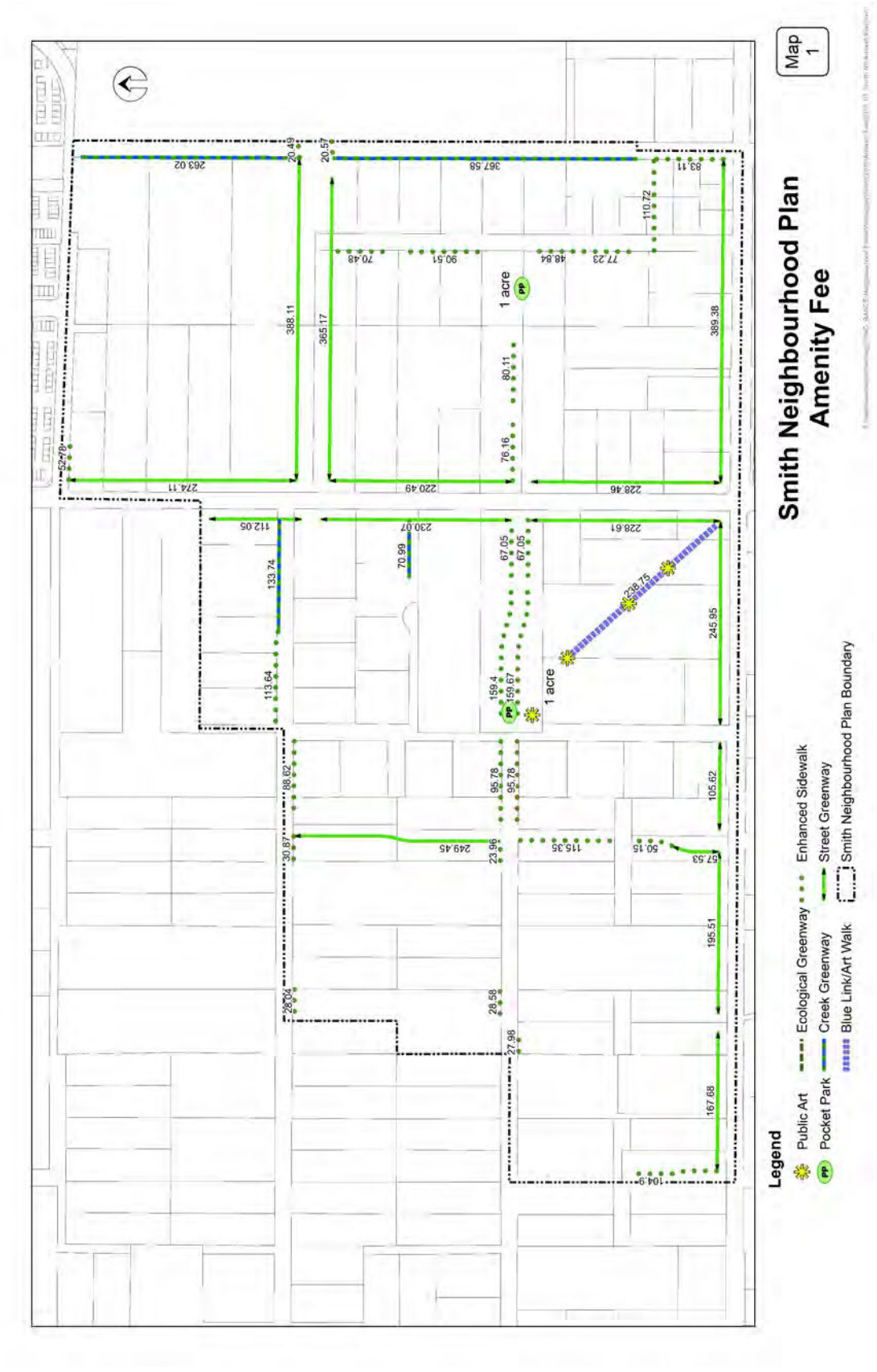
Map 4: Willoughby Amenities (Jericho Neighbourhood Plan area)



Map 5: Willoughby Amenities (Latimer Neighbourhood Plan area)



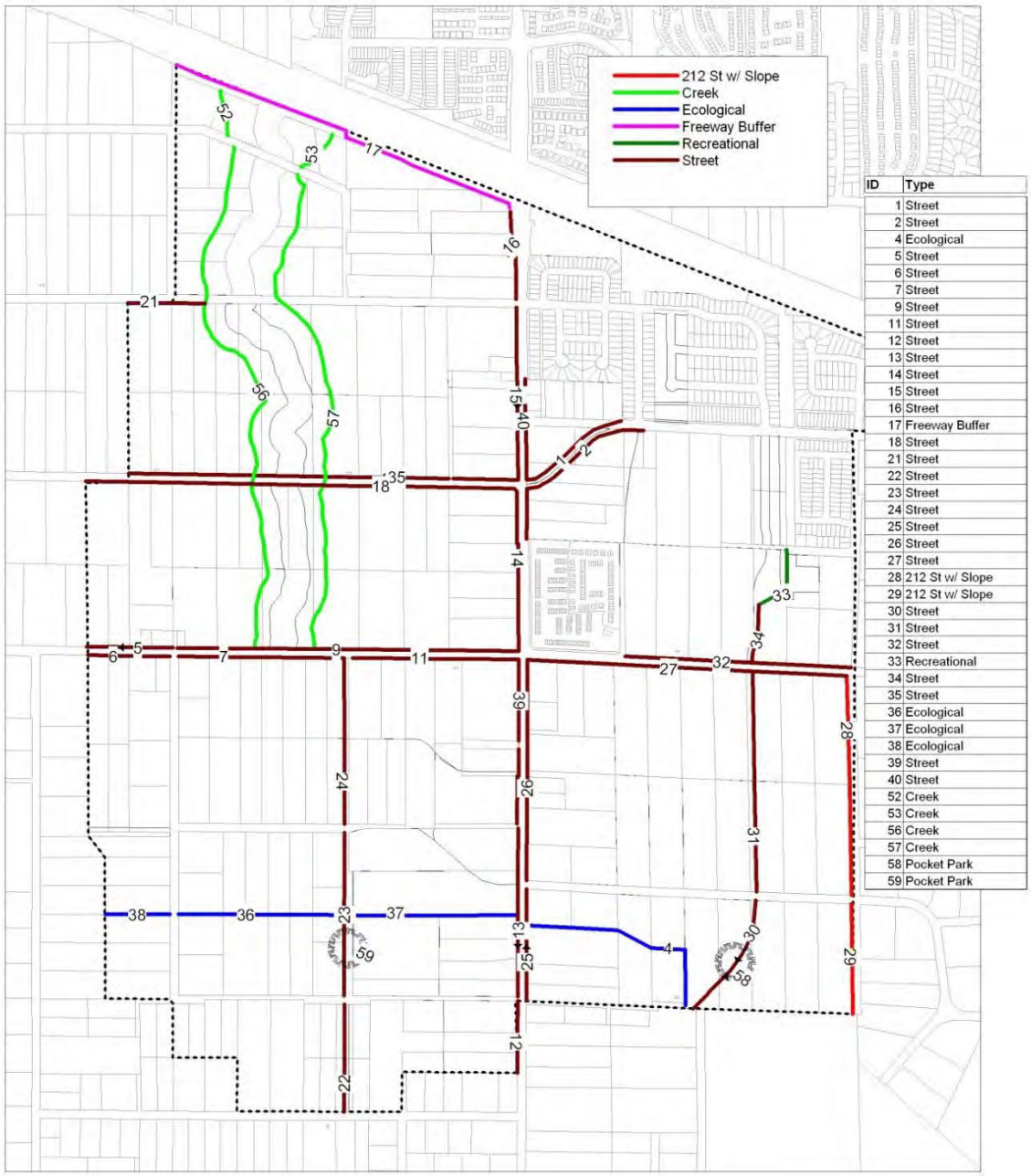
Map 6: Willoughby Amenities (Smith Neighbourhood Plan area)



Map 7: Willoughby Amenities (Williams Neighbourhood Plan area)



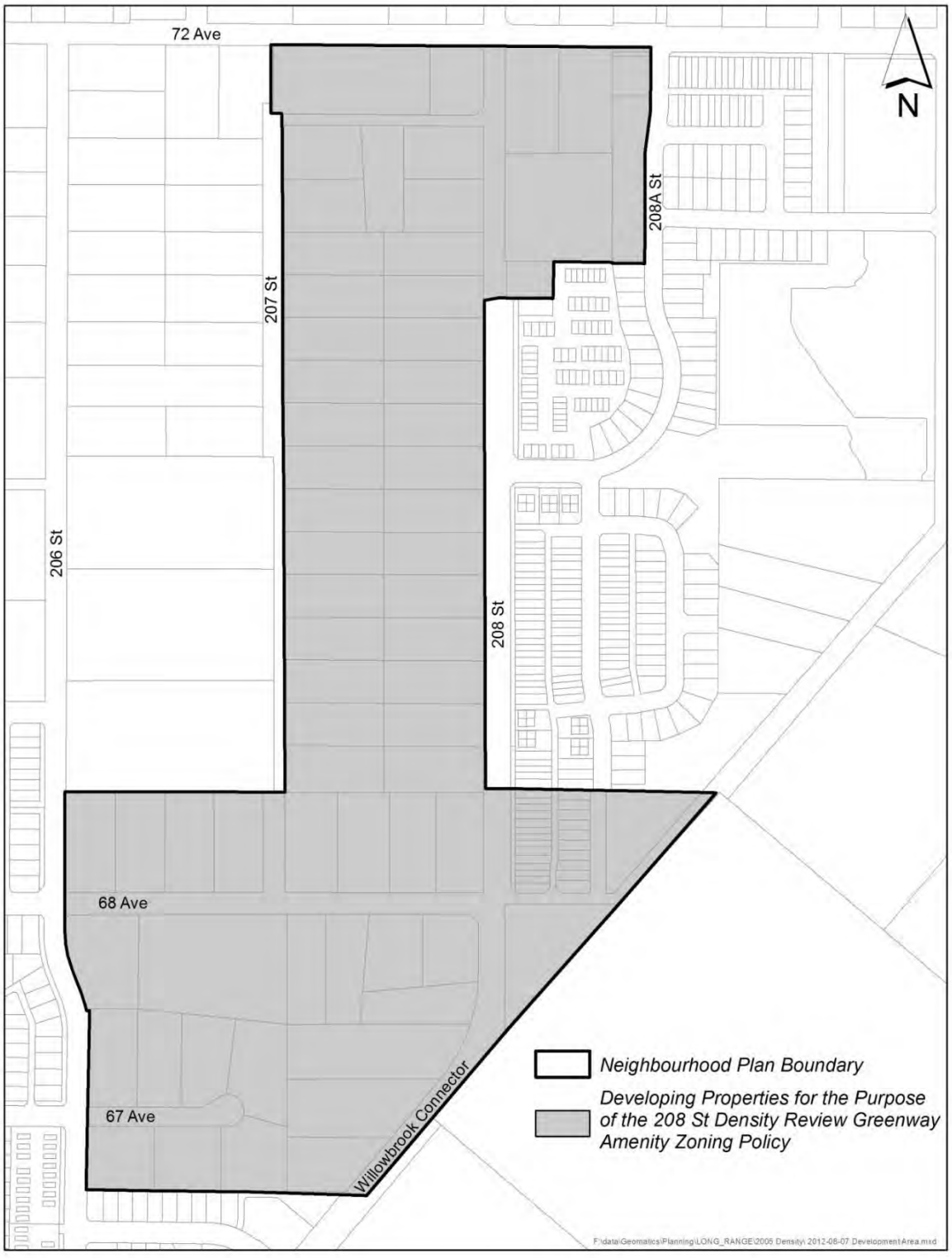
Map 8: Willoughby Amenities (Yorkson Neighbourhood Plan area)



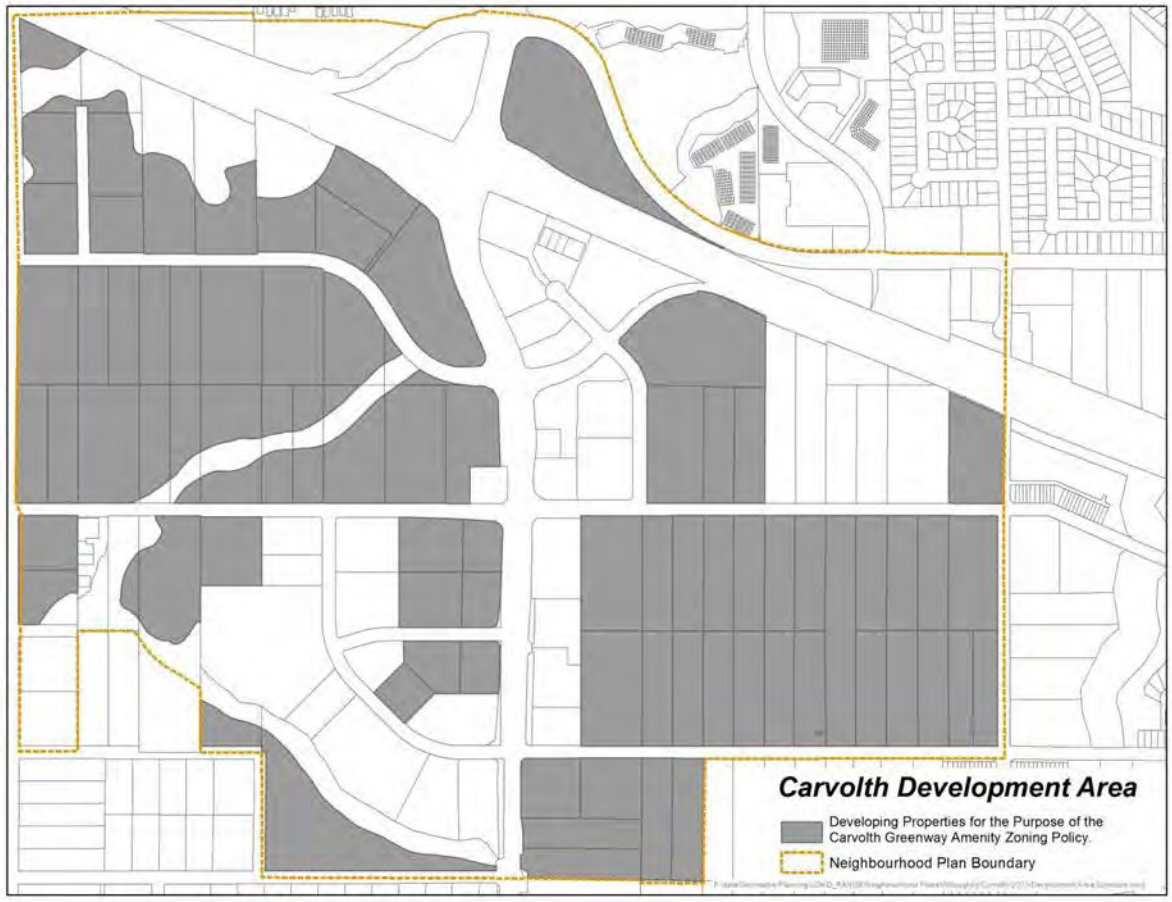
ID	Type
1	Street
2	Street
4	Ecological
5	Street
6	Street
7	Street
9	Street
11	Street
12	Street
13	Street
14	Street
15	Street
16	Street
17	Freeway Buffer
18	Street
21	Street
22	Street
23	Street
24	Street
25	Street
26	Street
27	Street
28	212 St w/ Slope
29	212 St w/ Slope
30	Street
31	Street
32	Street
33	Recreational
34	Street
35	Street
36	Ecological
37	Ecological
38	Ecological
39	Street
40	Street
52	Creek
53	Creek
56	Creek
57	Creek
58	Pocket Park
59	Pocket Park

Schedule B
Willouby Development Area

Map 9: Willoughby Development Area (208 Street Density Review area)



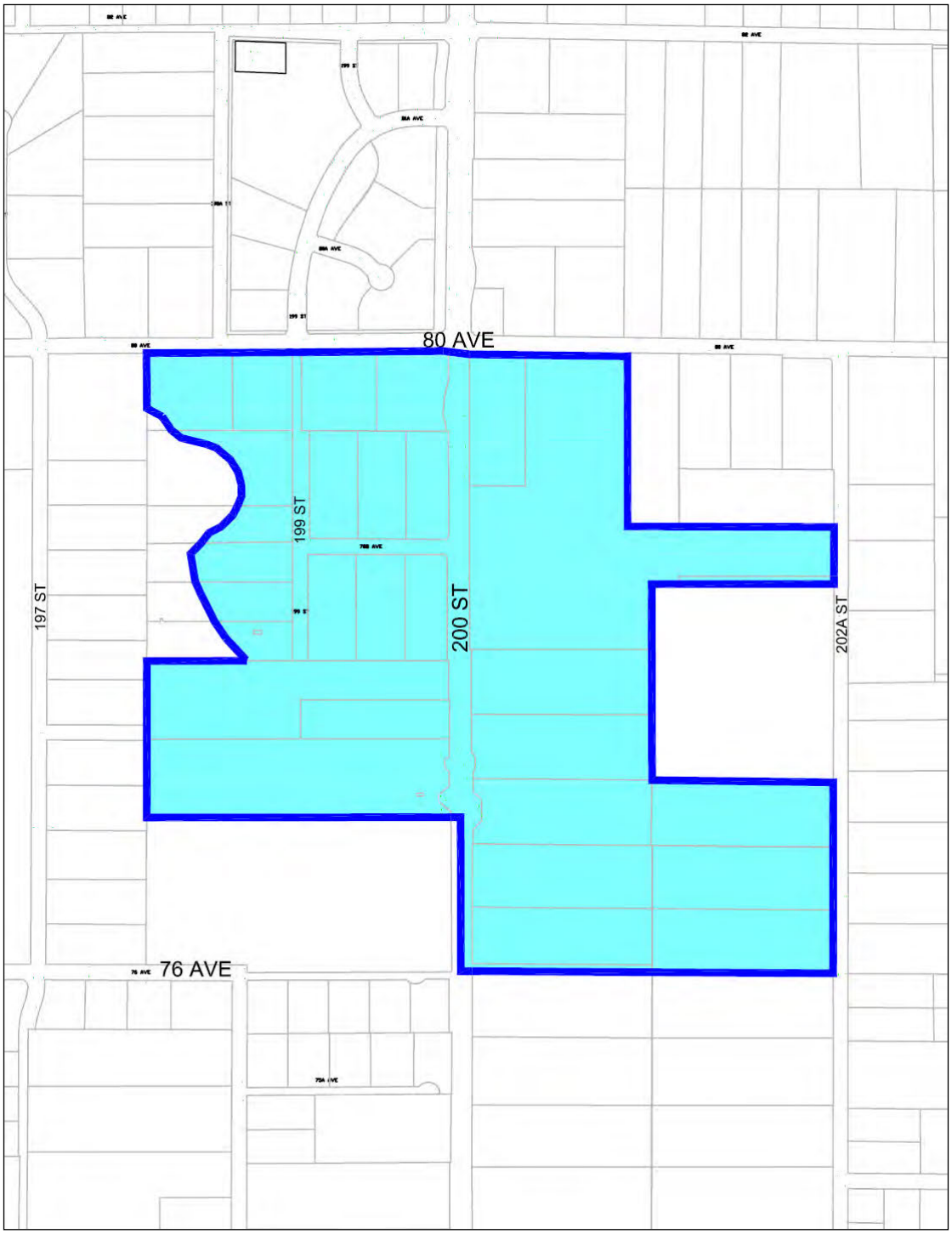
Map 10*:* Willoughby Development Area (Carvolth Neighbourhood Plan area)



Map 11*:* Willoughby Development Area (Central Gordon Neighbourhood Plan area)



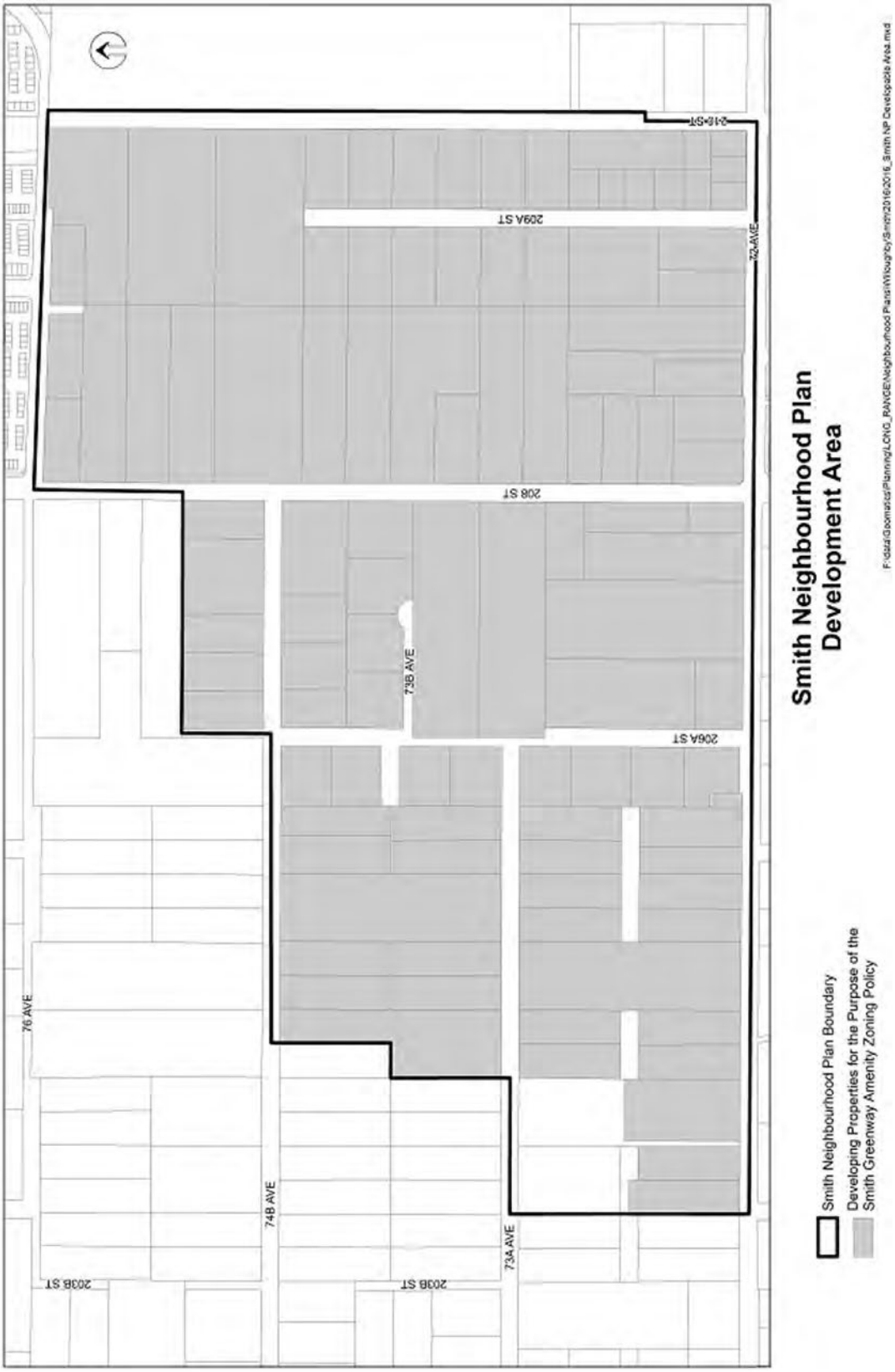
Map 12: Willoughby Development Area (Jericho Neighbourhood Plan area)



Map 13: Willoughby Development Area (Latimer Neighbourhood Plan area)



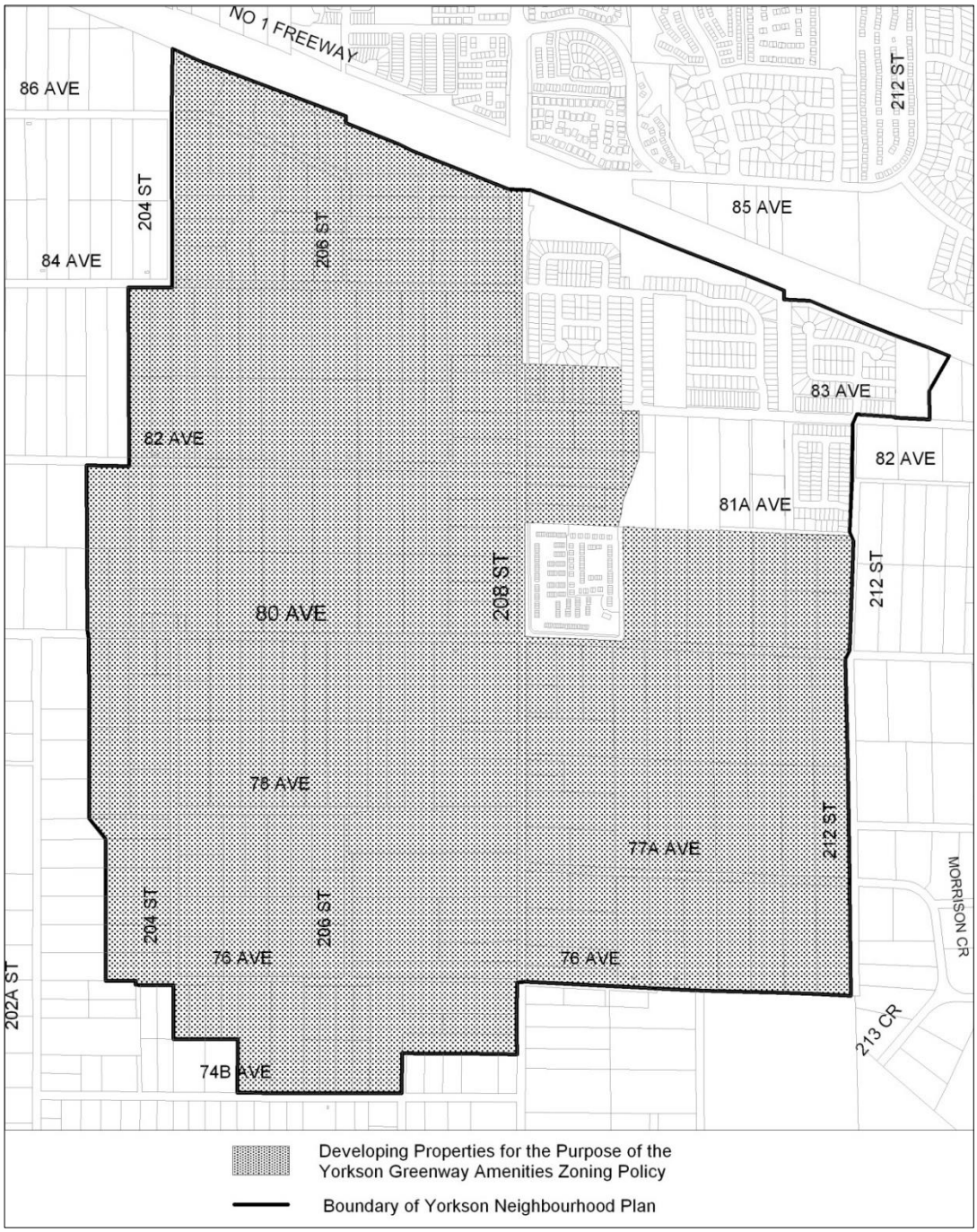
Map 14: Willoughby Development Area (Smith Neighbourhood Plan area)



Map 15: Willoughby Development Area (Williams Neighbourhood Plan area)



Map 16: Willoughby Development Area (Yorkson Neighbourhood Plan area)



Schedule C
Willoughby Amenity Cost

Table 2: Willoughby Total Amenity Cost Calculation

NP Specific/NP Universal	Amenity	Approximate Area (acres)[1]	Construction Cost	Land Cost	Total Cost
Universal	200 St Greenway (15 m width)	7.8	$2,086,746.81	$31,205,782.30	$33,292,529.11
Jericho	199 St GW (North side of Latimer Creek)	0.57	$278,737.00	$2,280,000.00	$2,558,737.00
Jericho	200 St Greenway fronting Commercial only	0.29	$179,957.00	$1,160,000.00	$1,339,957.00
CGE	202B & 68 Ave amenity	0.025	$607,200.00	$100,000.00	$707,200.00
CGE	202B and 72 Ave amenity	0.012	$40,000.00	$48,000.00	$88,000.00
Smith	212 St Connector Greenway with wall	0.43	$329,893.50	$1,725,537.00	$2,055,431.00
Yorkson	212 St Greenway	2.58	$755,254.45	$10,309,489.79	$11,064,744.24
Williams	216 St Greenway at (8 m land, 12 m construction)	1.44	$620,993.00	$5,776,763.03	$6,397,756.03
Smith	Blue Link / Art Walk		$689,510.00		$689,510.00
Carvolth	Carvolth Commons	1.3	$1,772,517.00	$5,200,000.00	$6,972,517.00
General	Creek Greenway (6 m)		$7,669,770.07	$0.00	$7,669,770.07
Latimer	Dog Off-Leash Park	1	$200,000.00	$4,000,000.00	$4,200,000.00
General	Ecological Greenway	11.74	$1,116,462.88	$46,966,594.55	$48,083,057.44
Williams	Enhanced sidewalk (1 m extra road ROW width)		$796,089.24		$796,089.24
Universal	Enhanced sidewalk[2]		$2,094,917.49		$2,094,917.49
Universal	Freeway Buffer	5.18	$1,972,248.32	$20,700,993.23	$22,673,241.55
Universal	Heritage		$900,000.00		$900,000.00
Carvolth	Integrated Open Space	2.3	$3,256,439.00	$9,200,000.00	$12,456,439.00
Latimer	Living Wall		$1,080,000.00		$1,080,000.00
Jericho	Multi-Use Trail Linkages		$20,000.00		$20,000.00
Williams	Neighbourhood Forested Mews (approx 2.07 Ac. In ROWs)		$247,143.47		$247,143.47
Williams	Neighbourhood Landmark Amenity Area (212 and 80; West side) (total area 0.45 acres)(private land area 0.11) (pub art incl)[3]	0.11	$242,599.00	$550,400.00	$792,999.00
Williams	Neighbourhood Landmark Amenity Area (North of 212 St and 80 Ave) (pub art incl) (0.5 acres total area)		$471,409.00		$471,409.00
Williams	Neighbourhood Landmark Amenity Area at 216 Interchange (pub art incl)		$585,040.00		$585,040.00

NP Specific/NP Universal	Amenity	Approximate Area (acres)[1]	Construction Cost	Land Cost	Total Cost
Williams	Off-Street Recreational Greenway (6 metre width)	1.55	$708,315.80	$6,209,221.65	$6,917,537.44
Williams	Off-Street Recreational Greenway Buffer (10m)	0.94	$303,785.10	$3,769,705.96	$4,073,491.06
Jericho	Plaza	0.2	$161,880.00	$0.00	$161,880.00
Universal	Pocket Park	10.776	$2,568,784.74	$43,104,000.00	$45,672,784.74
Universal	Public Art		$3,200,000.00	$0.00	$3,200,000.00
Williams	Public Square	1	$146,339.52	$4,000,000.00	$4,146,339.52
Universal	Recreational Greenway	0.56	$241,733.38	$1,201,126.74	$1,442,860.12
Smith	Smith View Park Assist (1 acre)		$500,000.00		$500,000.00
Universal	Street Greenway (8.5 m construction, 4.5 m land)	39.90	$21,374,504.69	$159,594,943.87	$180,969,448.56
Universal	Urban Green	1.5	$2,222,410.05	$6,000,000	$8,222,410.05
Carvolth	Urban Pocket Park existing detention pond)		$73,170.00		$73,170.00
Carvolth	Urban Pocket Parks	3	$439,019.00	$12,000,000.00	$12,439,019.00
Universal	Wildlife Habitat Patch (1 acre)	3.078	$0.00	$12,313,180.13	$12,313,180.13
Williams	Wildlife Habitat Patch (1,563 m^2 additional outside of ROW) (includes path)	0.39	$124,418.33	$1,544,848.04	$1,669,266.37
Williams	Williams View Park	5.02	$406,520.00	$20,080,000.00	$20,486,520.00
	Total	103.19	$60,212,117.83	$403,040,586.29	$463,252,704.63

(1) The actual size of an amenity may be larger than amounts shown in this column
(2) Enhanced sidewalks have 2 m buffer between curb and sidewalk, 3 m wide concrete sidewalk, and 1 m wide buffer between property line and sidewalk
(3) The total size of this Landmark Amenity is 0.95 acres: 0.45 acres in the Williams Neighbourhood Plan area and 0.5 acres in the Yorkson Neighbourhood Plan area

Net Development Area = 1612.70 acres = 652.64 hectares = 6,526,406.48m^2

Amenity Cost = $463,252,704.63 / 6,526,406.48 = $70.98per m^2 or $709,813.53 per hectare or $287,252.87 per acre

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LANGLEY OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842
AMENDMENT (WILLOUGHBY COMMUNITY PLAN) BYLAW 1998 NO. 3800
AMENDMENT (WILLIAMS NEIGHBOURHOOD PLAN) BYLAW NO. 5799

EXPLANATORY NOTE

Bylaw No. 5799 amends the Willoughby Community Plan by incorporating the Williams Neighbourhood Plan and related and consequential amendments to land use of the Willoughby Community Plan.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LANGLEY OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842

AMENDMENT (WILLOUGHBY COMMUNITY PLAN) BYLAW 1998 NO. 3800

AMENDMENT (WILLIAMS NEIGHBOURHOOD PLAN) BYLAW NO. 5799

WHEREAS it is deemed necessary and desirable to amend the "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800" as amended;

NOW THEREFORE, the Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800 Amendment (Williams Neighbourhood Plan) Bylaw No. 5799".

2. The "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800" as amended is further amended by:

    a) amending Map 1, "Long Range Land Use Map" to reflect the Land Use amendments in the Williams Plan Area as shown on Schedule 'B' attached to and forming part of this bylaw;

    b) amending Map 4, "Development Permit Areas" to reflect the Development Permit Area amendments in the Williams Plan Area as shown on Schedule 'C' attached to and forming part of this bylaw;

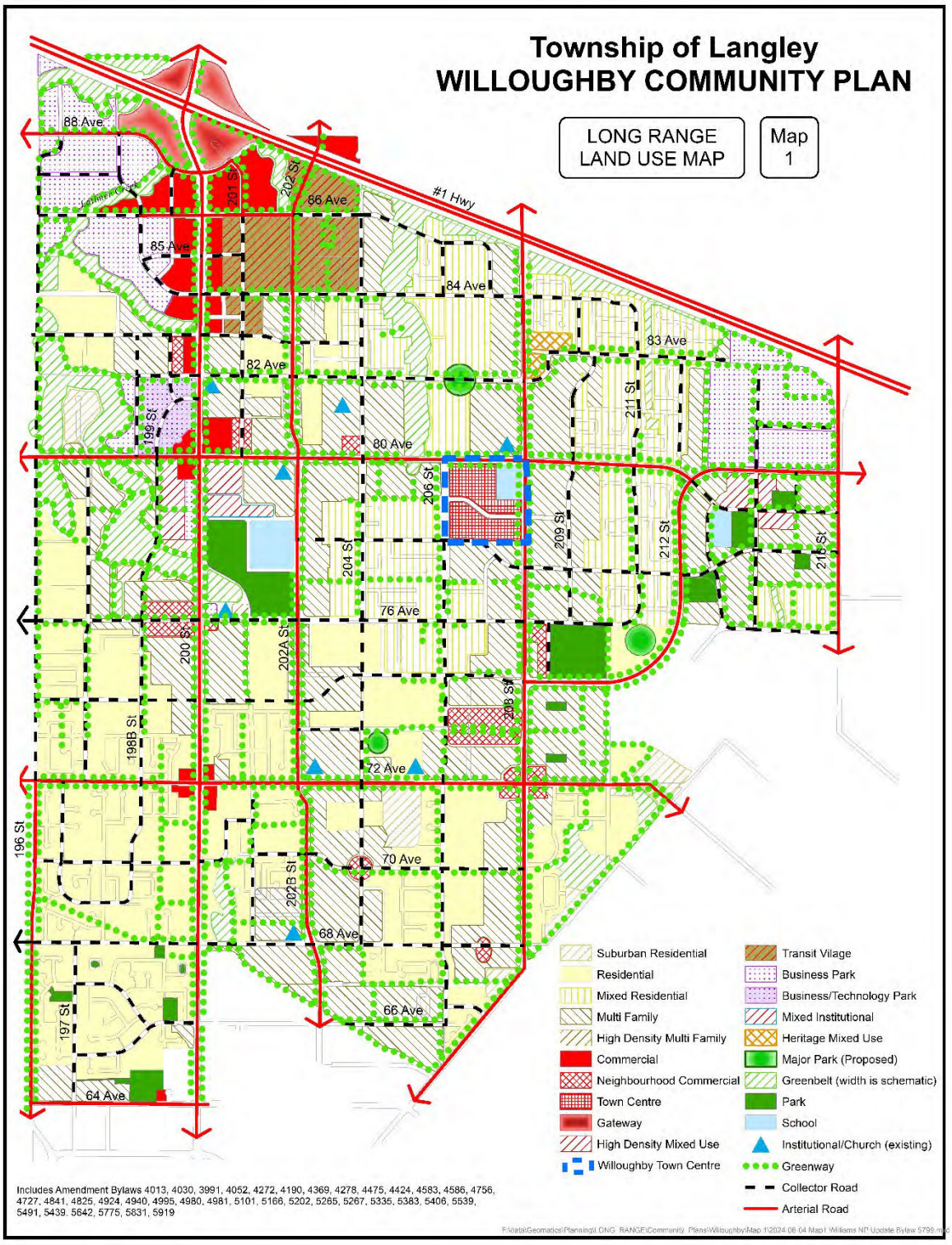
    c) adding Schedule "W-10" Williams Neighbourhood Plan as shown as Schedule 'E' attached to and forming part of this bylaw.

3. The "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Willoughby Community Plan) Bylaw 1998 No. 3800" as amended is further amended by repealing (Williams Neighbourhood Plan) Bylaw 2018 No. 5335.

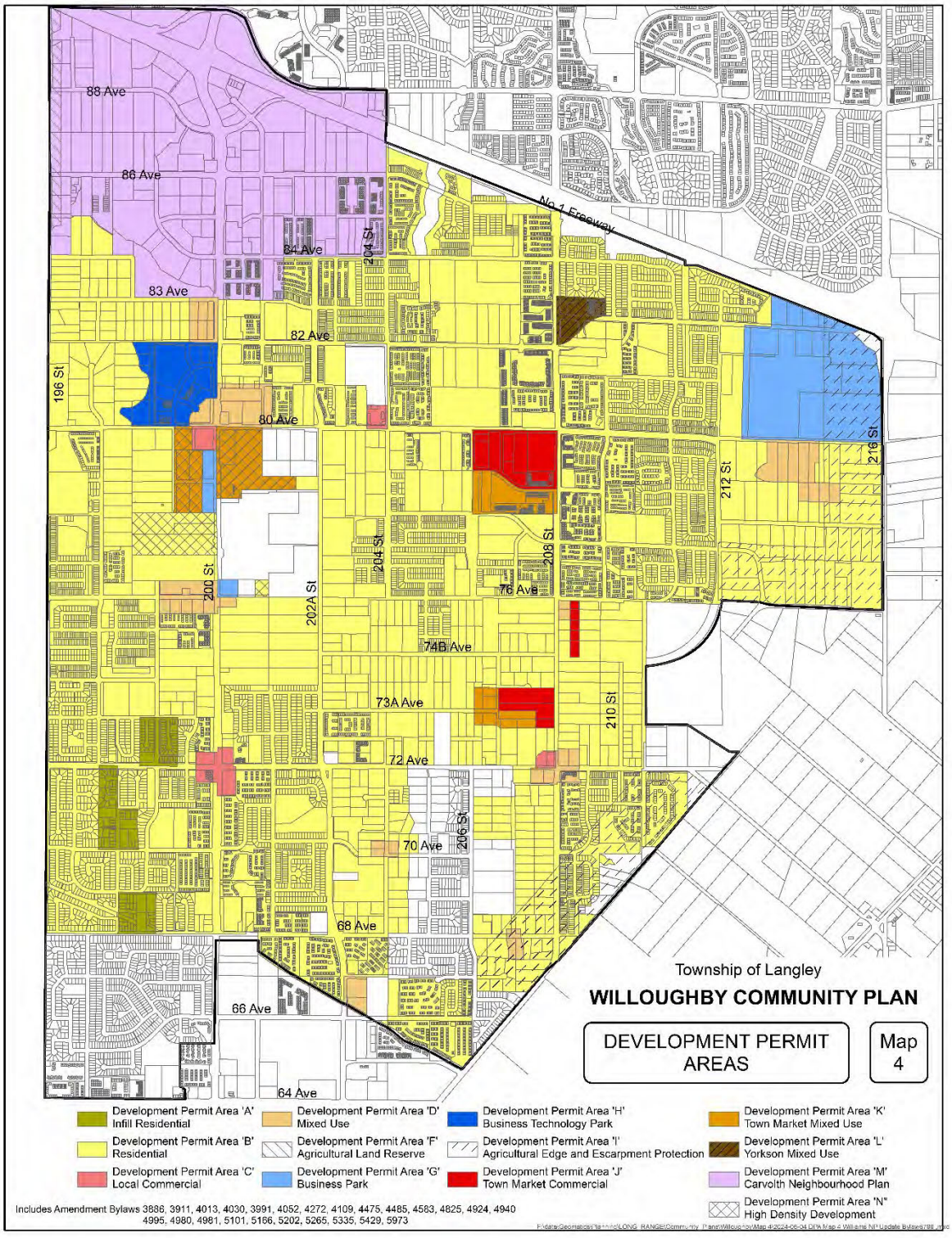
READ A FIRST TIME the	24	day of	July	, 2023
READ A SECOND TIME the	20	day of	November	, 2023
PUBLIC HEARING HELD the		day of		,
READ A THIRD TIME the		day of		,
ADOPTED the		day of		,

_____ Mayor _____ Deputy Township Clerk

SCHEDULE 'B'
BYLAW NO. 5799



SCHEDULE 'C'
BYLAW NO. 5799





Williams Neighbourhood Plan

Bylaw No. 5799

Willoughby Community Plan

THE CORPORATION OF
THE TOWNSHIP OF
LANGLEY

Schedule W-10
Willoughby Community Plan

Williams Neighbourhood Plan

Bylaw No. 5799

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AMENDMENT (WILLOUGHBY COMMUNITY PLAN) BYLAW 1998 NO. 3800
AMENDMENT (WILLIAMS NEIGHBOURHOOD PLAN) BYLAW NO. 5799

Adopted by Council _____

CONSOLIDATED FOR CONVENIENCE ONLY

THIS IS A CONSOLIDATED BYLAW PREPARED BY THE CORPORATION OF THE TOWNSHIP OF LANGLEY FOR CONVENIENCE ONLY. THE TOWNSHIP DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

AMENDMENTS

BYLAW NO. / NAME	MAP / TEXT CHANGE	DATE OF ADOPTION

WILLIAMS NEIGHBOURHOOD PLAN

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1.0 INTRODUCTION

The Williams Neighbourhood Plan seeks to establish a high quality of life for residents, business owners, and employees by establishing key employment centre lands adjacent to the 216 Street interchange and a range of housing, commerce, recreational, public and nature spaces that support the physical and social environments where residents live, learn, work, and play.

1.1 Policy Context

The Williams Neighbourhood is located in the community of Willoughby. The Williams Neighbourhood Plan provides a detailed land use plan to guide growth and change, in accordance with the broader policy directions in the Willoughby Community Plan and Township of Langley Official Community Plan.



1.2 Plan Area

The Williams Neighbourhood Plan area encompasses 110 hectares (274 acres) in the northeastern area of Willoughby. Its boundaries are Highway #1 (north) with a full interchange and overpass at 216 Street (east), 212 Street (west), and 76 Avenue (south).

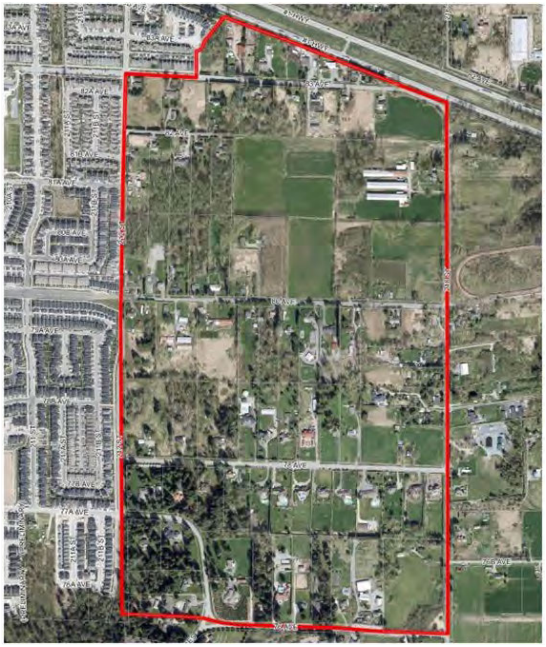


Figure 1.1: Williams Neighbourhood Plan Area

1.3 Plan Process

The planning process for the Williams Neighbourhood Plan followed the Council-endorsed Terms of Reference. Public consultation and technical analysis were integrated to inform the planning process throughout. Early in the plan process, Community Dialogue Sessions, a Neighbourhood Team meeting, a design workshop and members of the public contributed to the development of initial options for the Williams neighbourhood.

Through additional Neighbourhood Team meetings and four public open houses, there were various opportunities for focused community consultation, input, and feedback. The Technical Team also met to review input from the broader community and property owners within the Williams area, and refine planning and design concepts, up until the final version of the plan was completed (see Figure 1.2).

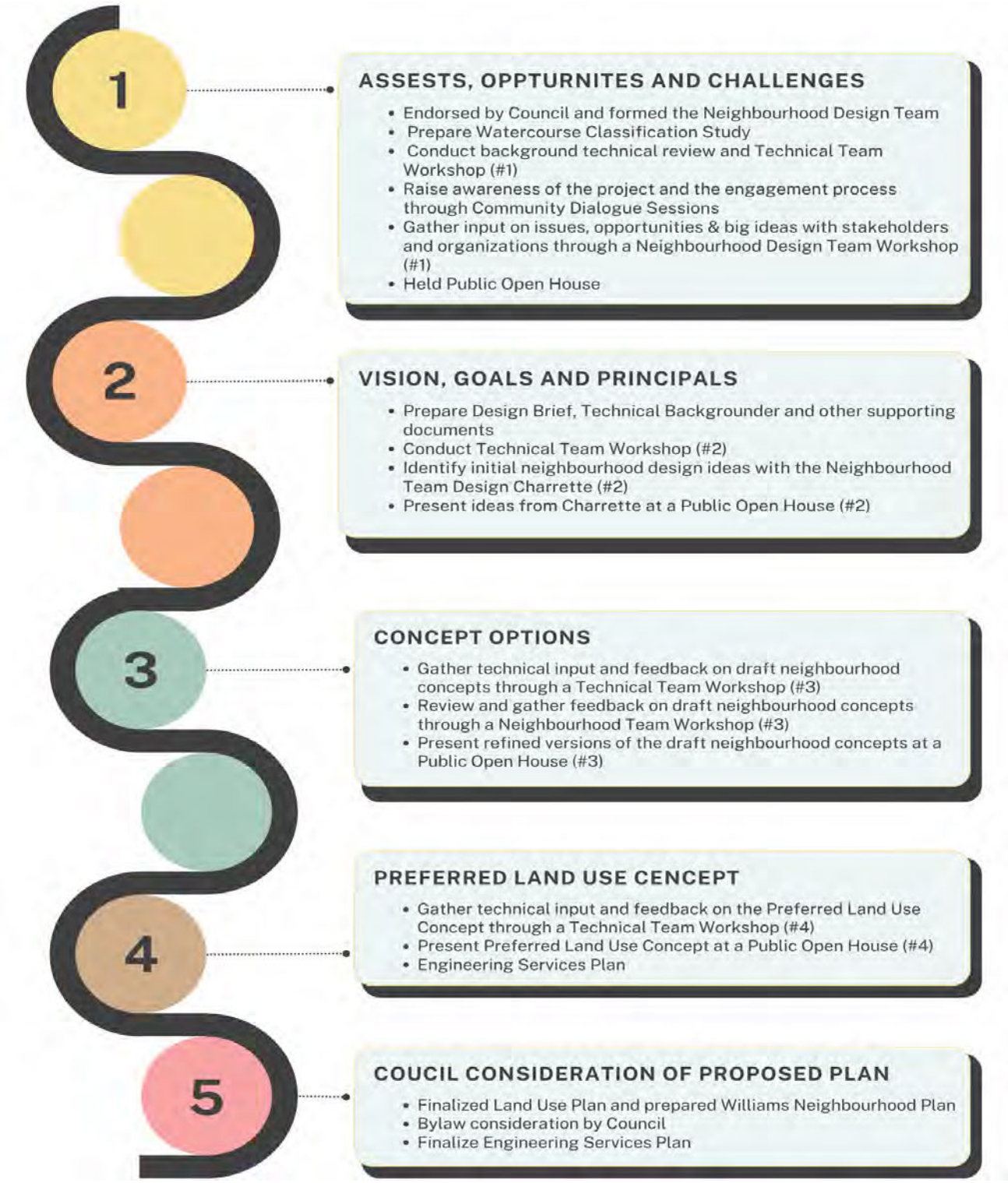


Figure 1.2: Williams Neighbourhood Plan Process

2.0 BACKGROUND AND PLANNING CONTEXT

2.1 Site Planning Context

2.1.1 Land-Use Context

The predominant land use in the Williams area is rural residential with some single-family estates on small acreages. Williams is bordered by urban neighbourhoods to the west and north (separated by Highway #1) and rural lands in the Agricultural Land Reserve to the east and south. Existing land parcels range from 0.17 to 14 hectares (0.42 acre to 35 acres) in size, with more than three-quarters having a lot size of between 0.8 and 1.0 hectare (2 and 2.5 acres).

2.1.2 Environmental Context

Geotechnical and Hydrogeological Conditions:
The Willoughby Escarpment, adjacent to Milner Valley, has the highest elevation along the western edge. From there, the elevation gently declines in an easterly and southeasterly direction, except for a section south of 78 Avenue, where the elevation change is more abrupt, with nearly a 70-metre vertical fall from 212 Street to the confluence of 76 Avenue and 216 Street in the southeast corner, as shown in Figure 2.1.

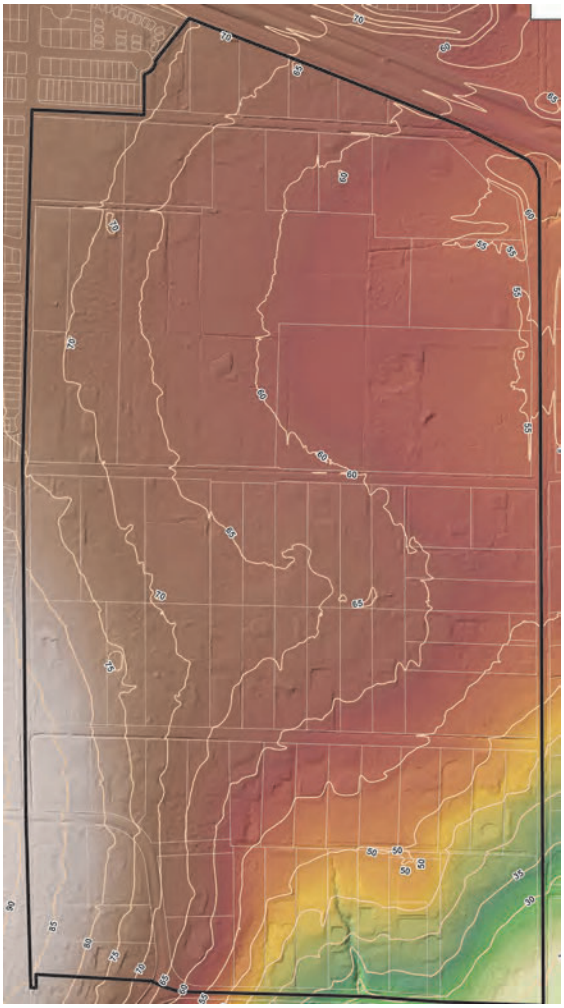


Figure 2.1: Elevation in Williams

Aquatic Resources:
Several Class “B” watercourses and other wetted features exist in the Williams area. They provide a significant source of food, nutrient, and cool water supplies to downstream fish populations and discharge into the two Guy Creeks; one that drains northward and the other southward.

Vegetation and Forest Tree Canopy Cover:
The Williams area habitat primarily consists of forests and grassland areas. The vegetated habitat is fragmented and interspersed due to historic agriculture activities and more recently, suburban “estate” development. According to the Wildlife Habitat Conservation Strategy (WHCS), coniferous forests represent the priority habitat for the ecosystem yet is determined to be the least common habitat type found in the Township. A small coniferous forest was identified in the southwest corner of the Willoughby Escarpment and could be preserved through developing a future Wildlife Habitat Patch.

2.1.3 Heritage Context

The Willoughby area falls within the asserted traditional territories of the Coast Salish peoples. Early Willoughby residents have recalled reports of First Nations lithic material being found along the upper ridges of Yorkson Creek. The original woodlands may have provided refuge for cultural activities of the Coast Salish peoples; however, it is not known what impact the forest fires of the early nineteenth century, and subsequent logging and land clearing during settlement may have had on potential evidence of such activities. The eastern edge of Willoughby is located to the northwest of the original Hudson's Bay Company farmlands that were cultivated in the 1830s.

During the late 1800s, Willoughby's gently rolling hills rising to the west of the flat farmlands of Langley Prairie attracted European settlers who gradually moved farther to the west. Although Willoughby's poor soils, relative isolation and woodland scrub forests provided for subsistence farming only, the area gained value as a place where people with modest means could settle, and by 1890 all the land in the area had been pre-empted.

These settlers established a small community centered on Alexander Road (208 Street) and Scholes Road (83 Avenue), and by 1921 the growing community had its first post office. Several community and commercial buildings came to define this centre built to serve the primarily rural population, including a church, community hall, school, and general store.

The Williams neighbourhood, bounded by the Trans-Canada Highway to the north, 76 Avenue to the south, 212 Street to the west, and 216 Street to the east, has three historic roads within its boundaries that formed part of Willoughby's early transportation infrastructure. Townline Road (216 Street) remains the central north-south spine running along the divide between Milner's agricultural lands and the Willoughby Escarpment to the west. Williams Road (78 Avenue) was built in 1927 and named after the A.J. (Bert) Williams, a local landowner in the area. The eastern end of McLarty Road (80 Avenue) which ran from what is now 196 Street to 216 Street was named after Peter McLarty who had large land holdings in Willoughby, west of Williams. Many of the early buildings located on 208 Street have been restored as a tribute to the area's early history.

2.1.4 Mobility Context

Network Overview:

The Township's transportation network supports mobility for all modes of travel, including general purpose traffic, goods movement, and transit, walking, and cycling. Within the Williams neighbourhood, the transportation network consists of north-south corridors along 216 Street and a partial along 212 Street (portion south of 80 Avenue), and three east-west corridors generally aligned with 76 (Morrison Crescent), 78 and 80 Avenues.

The local road network served the rural area without a direct route to Highway #1. With the completion of the 216 Street interchange, the 80 Avenue extension (University Drive) and 212 Street Connector, the north-south and east-west connections are improved.

Transit Overview:
Transit service in Langley and throughout Metro Vancouver is planned and funded by TransLink. Currently, a few transit routes provide regional connections through Willoughby, from Langley Centre and Langley South. Carvolth Transit Exchange (202 Street and 86 Avenue) provides connecting transit service. Public transit service is not provided within Williams; however, with development transit service could be expected to serve the area along 80 Avenue and the 212 Connector.

Pedestrian and Cycling Facilities:
Dedicated cycling facilities (such as bicycle lanes or multi-use pathways) are not available in the Williams neighbourhood. The Township's Cycling Plan (2015) defines cycling facilities and identifies on- and off-street cycling facilities along all arterials in Williams (80 Avenue, 212 Street Connector, and 216 Street). There are numerous opportunities to incorporate greenways, pedestrian infrastructure, and cycling routes through the neighbourhood.

2.1.5 Infrastructure Context

The availability of municipal infrastructure will influence the cost and feasibility to develop the Williams neighbourhood. Stormwater management, sewer, water, and energy systems have all been assessed.

Stormwater Management:
The existing drainage system consists primarily of open ditches and driveway culverts located along roadways and some property lines. Tributaries of two Guy Creeks, one in the north and another in the south of the plan area, eventually drain to Salmon River through a culvert under Glover Road. Rainwater management facilities in many forms will be required to support the development. The application of on-site best management practices (BMPs) to maintain contact of rainwater with permeable ground, in combination with centralized detention ponds and piped conveyance networks will be employed to protect both Guy Creek systems and manage flood risk within the planned neighbourhood and downstream.

Water:
The existing water distribution network is adequate in the rural setting of the Williams area and includes connection to the Greater Vancouver Water District main with the associated Jericho Reservoir and Willoughby Pump Station located at 73A Avenue and 204 Street and mains associated with conveyance to properties in the plan area. A few residents retain private wells as a water source. As the neighbourhood transitions into an urban area, water services will require extensions to meet urban standards.

Sanitary Sewer:
Given its rural character, the Williams Neighbourhood Plan area does not include any existing sanitary sewer infrastructure. Existing lots are serviced by individual septic systems. Any development will require infrastructure improvements, including upsizing or other upgrades, to accommodate changes in the area's sanitary sewerage loading. Existing sanitary sewer system connections are located along 212 Street in the Yorkson neighbourhood: one at 77A Avenue and the other at 83 Avenue. Two pump stations and associated sanitary force mains, along with additional sanitary sewer conveyance systems will need to be installed as development occurs.

2.2 Policy Framework

2.2.1 Metro Vancouver Regional Growth Strategy

The Metro Vancouver Regional Growth Strategy (RGS) establishes an integrated land use and transportation framework to encourage a balance of jobs and housing to support transit use and walking and to preserve natural open spaces and agricultural lands. The RGS designates the Williams area as “General Urban” and “Mixed Employment”. The General Urban designation includes residential, local commercial uses and services. Mixed employment accommodates a range of light and heavy industrial uses, as well as stand-alone office and retail uses that are not suitable for Urban Centre locations.

2.2.2 Official Community Plan

In 2016, Township of Langley Council adopted a new Official Community Plan (OCP) that provides a 30-year vision for growth and development in the municipality. The OCP includes a number of high-level goals and policy directions that follow the Sustainability Charter. As defined in the OCP, the spatial structure of the Township is to consist of a series of urban communities that are shaped into a sustainable urban pattern and built environment, and based on the design principles of centres, walkability, and viable transit.

The planning and policy concept of complete communities is at the core of the OCP policy framework. This framework requires a mix of land uses, that offers and supports a variety of lifestyle choices, providing opportunities for people of all ages and abilities to live, work, shop, learn and play locally. This policy framework also seeks investment in a range of alternative modes of transportation such as pedestrian and cycling trails and transit routes which connect one place within the community to another. This approach to community building will create urban environments where resources are used efficiently, provide residents the opportunity to walk or bike to services, and where there is enough concentration of people that providing transit is a practical and feasible solution.

As further stipulated in the OCP, centres provide the foundation for developing the spatial pattern for communities and neighbourhoods and serve as the policy manifestation of a complete community. Centres offer a varying mix of commercial, employment, residential, health, educational, and recreational amenities that support the daily needs of residents and workers and serve as important gathering places when they are planned as people-oriented spaces. Centres also accommodate a variety of transportation systems, public spaces, and green infrastructure, each of which have a clear place in a spatial hierarchy. The spatial arrangement of the different components in centres helps create synergies among land uses, activate the public realm, create opportunities for housing and mobility choice, and contribute to reductions in energy use and greenhouse gas emissions.

Centres serve somewhat different purposes. Some centres can be residential focused, others can be employment dedicated, and still others can be recreation, arts and culture focused. The underlying feature for centres is a mix of uses. Mixing uses is not simply a matter of varying land use on a block-by-block basis, but also integrating complementary uses in a range of appropriate building types within a common area or within the same building. This mixed-use approach establishes neighbourhood focal points, which help to create a sense of place and contribute to place making.

2.2.3 Willoughby Community Plan

The Willoughby Community Plan contributes to the overarching land use policy framework for the Williams Neighbourhood Plan. Adopted in 1998, the Plan identifies Willoughby as one of the primary growth areas in the Township. The Plan establishes a framework for future residential, commercial, industrial, and business park development, protection of sensitive environmental features, and the overall future character of the area. This policy framework provides a guide for the preparation of more detailed neighbourhood plans such as the Williams Neighbourhood Plan.

Each neighbourhood within the Willoughby area is intended to support a variety of land use densities and elements such as an elementary school and neighbourhood park, neighbourhood convenience shopping, with good linkages providing for pedestrian and bicycle movements along green corridors.

Another key policy feature is view scape preservation of the Willoughby Escarpment, a ridge with a gentle slope in the Milner Valley that runs along the northwest edge of the former Hudson Bay Company farm. The policy goal is to protect the scenic and ecological resources associated with lands characterized by steep slopes, ridgelines and edge transition areas between urban development and the Agricultural Land Reserve.

There are two distinct land uses in Williams: an employment area north of 80 Avenue and a residential area in the south of 80 Avenue. The Willoughby Community Plan also includes a significant greenway network in Williams area and connections to adjacent neighbourhoods.

3.0 NEIGHBOURHOOD VISION AND GOALS

Careful planning and thoughtful design are needed to create places that support a high quality of life for all residents and contribute to the prosperity of the community. Planning the Williams neighbourhood begins with recognizing the Vision and Guiding Principles of the Willoughby Community Plan. Policy will be guided by its Neighbourhood Goals.

3.1 Vision Statement

The Vision Statement, that was developed in consultation with property owners and the broader community, describes the desired future state of the neighbourhood and serves as an inspiring declaration for the Williams neighbourhood. The goals, policies, and guidelines set forth in this Neighbourhood Plan contribute to the realization of this Vision.

> "*The Williams neighbourhood is a vibrant, walkable, and connected community with scenic viewscapes. As a gateway to the Township and Willoughby community, it provides jobs close to home while maintaining a family friendly neighbourhood. The Willoughby Escarpment and green spaces blend the neighbourhood into adjacent agriculture lands."*

3.2 Goals

The Vision is further articulated in the Neighbourhood Goals. These goals shape and respond to neighbourhood change and innovation, provide direction to implement measures such as infrastructure investments, park design, and neighbourhood and development patterns.



4.0 NEIGHBOURHOOD URBAN DESIGN CONCEPT

4.1 Neighbourhood Design Concept

Located at the eastern end of the Willoughby Escarpment, the hillside setting of the Williams area offers superb views of Milner Valley, Mount Baker, and vistas beyond. The Williams area benefits from key transportation linkages to Willoughby, Walnut Grove, and the University District, and serves as an important gateway to the Township.

The neighbourhood spatial structure establishes a mixed-use, pedestrian/cyclist-friendly, transit-supportive neighbourhood with housing and employment areas.

The Employment District, the Transition District and the Mixed-Use and Residential District are the key geographic areas of the neighbourhood, as shown in Figure 4.1. These districts and their arrangement, shape the built character and influence how residents, business owners, employees, and students work, shop, and travel in the neighbourhood. Key design elements include:



Figure 4.1: Neighbourhood Urban Desing Concept

- **Block structure and street patterns** provide the urban framework.
- **Street design characteristics** such as sidewalks, medians and curbs, roadway width, pavement and surface materials, street trees, and landscaping contribute to the character and sense of place.
- **Lot patterns, size, shape, and placement of buildings**, along with size and shape, define the physical character of a place.
- **Building forms and types** provide places with distinct identities.
- **Vegetation, landscaping, natural features, and open spaces** are neighbourhood features that integrate and accommodate nature to enhance neighbourhood livability.
- **Distinctive place elements** are neighbourhood amenities such as play fields, trails and greenways, schools, and other public spaces.

Williams will become a distinct neighbourhood and is projected to accommodate approximately 11,000 residents in 5,770 dwelling units at full build out. (These projections are subject to change with the introduction of small-scale, multi-unit housing options by the province of British Columbia.)

4.2 Employment District

The Employment District is strategically located adjacent to Highway #1 and the 216 Street Interchange, providing superior regional access. It accommodates a range of light industrial, office, business, and employment uses, which may also include a combined gasoline and electric vehicle charging station, overnight accommodations, small-scale restaurants, and convenience stores. These business and employment lands are key generators for job growth that will provide significant contributions to the local economy.

Employment District Policies:

1. Develop an interconnected arterial, collector, industrial, and local road network (see Map 4). Required roads include:
    a. 214 Street (Collector Road, connecting 80 and 81 Avenue)
    b. 81 Avenue (Collector Road, connecting 214 and 216 Street)
    c. 214 Street (Local Road, connecting 81 and 83 Avenue)
    d. 83 Avenue (Local Road, connecting with 214 Street)

2. Terminate 83 Avenue at the shared boundary between the Employment District and Transition District to prevent vehicle traffic movement between these areas. Limit the length and extent of 83 Avenue within the Employment District, both east and west, as accessed from 214 Street, and predicated on land consolidation, to accommodate the maximum amount of space for watercourse compensation areas.

3. Provide pedestrian and bicycle multi-use pathways and greenways along both retained portions and repurposed portions of 83 Avenue between 212 and 216 Street.

4. Prohibit access to off-street vehicle parking and freight deliveries, other than those listed in Policy #1, to/from 216 Street and 80 Avenue in the Employment District.

5. Design a Watercourse Compensation Area (see Maps 1 and 2**)** to include a reconstructed stream channel, a 15-metre wide planted buffer on either side of the ordinary high water mark, approximately 500 metres in length, for a total compensation area of approximately 15,871 m^2 (not including channel areas within culverts).The reconstructed stream channel shall be surface-connected to Guy Creek (at 216 Street, immediately south of the Highway #1 interchange) through another reconstructed stream channel, resulting in an additional Watercourse Compensation Area, with a minimum total area of approximately 25,497 m^2 (not including the channel itself and areas within culverts), a minimum length of approximately 782 metres and a 15-metre wide planted buffer on both sides of the ordinary high water mark of the reconstructed channel, shall be identified and designed as part of the development of lands between 80 and 83 Avenue, to balance functional compensation space and contiguous development space. Existing pond(s) will require an additional watercourse channel and

extension of this minimum length. There will be a maximum of three culverts for the reconstructed stream channels in the north portion, to accommodate road crossings (not including separate, clear-span pedestrian crossings).

6. Incorporate drainage infrastructure, in the form of a detention pond, and a sanitary force main pump station, in the design and layout of the Employment District.

7. Prepare a Comprehensive Development Plan (CDP), at the expense of the development proponent, for each application. The CDP will include an illustrative plan that details the spatial structure and design features of the Employment District, including building types and tenures, access, and movement, building massing, form, layout and height, streetscape design and landscaping, parking and loading, watercourse compensation areas, stormwater detention, integration of greenways, energy conservation measures and development and servicing.

4.3 Transition District

The Transition District provides a linear band of single-family forms of residential development along 212 Street and 83 Avenue, followed eastward by rowhouses and townhouses, a greenway and environmental conservation areas that combine to create a multi-feature transition between existing residential areas in the Yorkson neighbourhood and the Employment District in north Williams.

Transition District Policies:

1. Provide for a combination of rear-loaded single-family lots, fronting 212 Street and 83 Avenue, as well as rowhouses and townhouses uses east and south of said single family lots, in the Transition District.

2. Design block perimeters and block face lengths that result in a street network with high connectivity, that balances pedestrian and bicycle comfort and mobility, emergency and courier vehicles and resident automobile access and movement.

3. Layout the blocks, lots, lanes and local road patterns with a maximum block size length of 160 metres between street intersections and on average between 140 and 150 metres, measured between the outside curb faces of two cross streets. There should be a minimum of 3 east/west streets along the 212 Street frontage to serve the Transition District. At a minimum, 2 of these public streets should extend into the multi-family land use designation a minimum of half the distance, not including a cul-de-sac nor other road terminus feature. Provide a connection from 212 Street, the full length of one side of the street extension, to the Creek Greenway to the east, which runs along the Watercourse Compensation Area on the west side of the Employment District.

4. Design and orient the lot pattern in blocks with a Single Family Mixed Residential land use designation, so that the largest roof area of buildings is oriented directly south and within plus or minus 30 degrees (determined as the maximum deviation) or less (5 to 15 degrees is determined as optimal for solar sequestration) of the true east-west axis. Provide evidence of compliance as part of a subdivision application submission.

5. Provide development site dimensions for multi-family development in the Transition District to accommodate a building footprint, that conforms to the plan policies, relevant zoning provisions and other development requirements, and a building roof area of a sufficient scale and optimal orientation for roof-top photovoltaics and adequate energy supply generation. Provide evidence of compliance as part of a subdivision application submission.

6. Design buildings to incorporate a pitched roof, to orient and site the largest surface area of said pitched roof to be south facing, within plus or minus 30 degrees (determined as the maximum deviation) or less (5 to 15 degrees is determined as optimal for solar sequestration) of the true east-west axis, in order to maximize solar gains in the winter and minimize in the summer. Provide evidence of compliance as part of a subdivision application and/or as part of a zoning amendment application, in advance of any other development permit area application or building permit.

4.4 Mixed-Use and Residential District

The Mixed-Use and Residential District includes a range of commercial/residential mixed-use, medium to high density apartment and townhouse, and low density rowhouse and single family uses. It has urban parks, a forested view park, trails and neighbourhood greenways, and nature conservation and watercourse compensation areas that provide fish and wildlife habitat as well as contribute to the protection, restoration, and enhancement of the “treed” character of the Willoughby Escarpment. An elementary school and neighbourhood park campus and other public amenities will contribute to establishing a highly livable and dynamic residential neighbourhood.

Mixed-Use and Residential District Policies:

1. Provide a variety of development forms and housing types that incorporate a range of commercial/residential mixed-use, medium to high density apartment and townhouses, and low density rowhouse and single family uses.

2. Incorporate an array of public amenities in the design of the Mixed-Use and Residential District that includes urban parks, a forested view park, trails and neighbourhood greenways, nature conservation and watercourse compensation areas that provide fish and wildlife habitat as well as contribute to the protection, restoration and enhancement of the “treed” character of the Willoughby Escarpment, a combined elementary school and neighbourhood park campus and others that will contribute to establishing a highly-livable and dynamic neighbourhood.

3. Design neighbourhood blocks that result in a street pattern with high connectivity, that incorporates pedestrian and cyclist comfort and mobility, transit accessibility (where appropriate), freight delivery and commercial loading, and automobile movement.

4. Develop an interconnected road network that conforms to the hierarchy of roads in the Mixed-Use and Residential District as conceptually delineated in the Williams Circulation Concept Plan on Map 4.

5. Establish a “High Street” shopping area in the Mixed-Use and Residential District with its centre being situated at the intersection of 214 Street and 79 Avenue. The High Street shall extend north to 80 Avenue, south to the 78A Avenue alignment, west to the 213 Street alignment, and east to the 214B Street alignment (north of 79 Avenue) and to the 215 Street alignment (south of 79 Avenue). Prohibit access to off-street parking (residential and commercial), freight delivery and commercial loading facilities along the High Street areas. Incorporate service access lanes, at a mid point along the length of the block, including wayfinding signage, to provide for access to said features.

6. Provide continuous (except for service lanes and pedestrian connections), pedestrian focused commercial uses on the ground floor of all buildings along the “High Street”, as Mandatory Commercial Street Frontage. Primary pedestrian entrances at finished grade that provide access to residential uses above may be located along Mandatory Commercial Street Frontage areas provided that they are modest in size and carefully designed to avoid dominating the commercial character of the street. Provide continuous weather protection (canopies, awnings) for pedestrians on building façades with no gaps wherever possible. Design commercial entrances that are slightly recessed at grade of the adjoining sidewalk to prevent door swing from impeding the through-movement zone of the adjacent sidewalk. Windows shall not have permanent or semi-permanent decal systems covering a windowpane fronting Mandatory Commercial Street Frontage, unless required by law (such as retail cannabis establishments).

7. Provide a public square at the southeast and northwest corners of 214 Street and 79 Avenue. Approximately 0.2 hectare (0.5 acre) in size, each of these public squares shall be funded through the Willoughby Greenway Amenity Policy (WGAP).

8. Provide continuous (except for interruptions by Mid-Block Service Lanes and Pedestrian Connections), ground-oriented, pedestrian focused, commercial, civic/assembly, and/or employment living – meaning space within a building or structure that can accommodate a permitted commercial use and permitted residential use within a single strata or rental unit.

9. Provide continuous ground-oriented residential or highly transparent residential building amenity uses on the ground floor of all buildings along all other frontages identified as Residential Street Frontage. Incorporate a useable (a minimum 2 metres for all terrace floor space dimensions), covered, elevated, single-storey height front terrace at the main entrance, that presents to the public street.

10. Configure the pedestrian scale block and local road patterns with a maximum block size length of approximately 180 metres and maximum block size depth of approximately 60 metres, between two street cross-sections or intersections, measured between the inside curb faces of two cross streets. Blocks that front arterial streets must adhere to this maximum block size length or depth and incorporate Mid-Block Services Lanes that align perpendicular to the arterial street, terminate before the arterial street, and extend and connect with the arterial street greenway through a Mid-Block Pedestrian Connection.

11. Provide Mid-Block Pedestrian Connections perpendicular through the block length, approximately in the middle of the block and lanes with on-street/on-lane vehicle parking,

vehicle travel both directions, as well as cycling and pedestrian facilities. These Mid-Block Pedestrian Connections should bisect the length of a block to achieve a fine-grained grid pattern with Pedestrian Connection corridors set at approximately 90 metre intervals (i.e., this is intended to achieve a sub-block pedestrian access grid that is up to 180 metres length on any one side and 80 to 90 metres on adjoining sides).

12. Design Mid-Block Pedestrian Connections so that they are barrier-free and clearly identifiable from the street to increase block permeability for active transportation modes. These Pedestrian Connections will be co-located within the Mid-Block Lanes or an independent, exclusive vehicle-free corridors and would bisect blocks in one or two directions to achieve a sub-block active transportation grid that is available every 90 metres along the block and street structure.

5.0 LAND USE

The neighbourhood Vision and Goals for the Williams area are embodied in the Williams Land Use Plan. The Land Use Plan identifies the residential and employment land use designations in the Neighbourhood Plan area, as well as future transportation corridors, protected areas, trails, parks, and other community amenities and infrastructure. The land use policies describe in detail the location, types, and density of uses. The designations and policies, which represent a balanced outcome of public input and feedback, technical analysis, existing policy, and best planning practices will be used to guide the development approvals process through to full build-out of the neighbourhood.

5.1 Land Use Designations and Policies

This section describes the land use designations in the Land Use Plan (see Map 1). Included in each designation is a description of intent, as well as an identification of appropriate building typologies and development densities. Also included are general and specific policies for land use. General policies that apply across multiple designations are provided in Section 5.2. Policies unique to individual designations are provided in Sections 5.3 to 5.10. If there is a conflict between a general policy and a specific policy in a land use designation, the specific policy shall take precedence.

5.2 General Land Use Policies

The following policies apply across multiple land use designations in the Williams neighbourhood.

<u>All Land Use Designations:</u>

1. Obtain a Development Permit in accordance with Section 488 (1) (a), (b), (e) and (f) of the Local Government Act (LGA) for development on lands, including subdivision, within the Williams neighbourhood as outlined by the Development Permit Areas on Map 4 and Map 4A of the Willoughby Community Plan, in order to achieve quality, resilient design.

2. Obtain a Development Permit in accordance with Section 488 (1) (c), (e) and (f) of the Local Government Act (LGA) for development on lands within the vicinity of the urban/Agricultural Land Reserve edge in the Williams neighbourhood as outlined by the Development Permit Areas on Map 4 of the Willoughby Community Plan, for the protection of farming (Development Permit Area ‘I’). Incorporate appropriate subdivision design, building setbacks and landscape buffers for lands along the east and south portions of the Williams neighbourhood that are adjacent to the Agriculture Land Reserve boundary in order to clearly establish the edge between the urban and rural areas, to enhance the viability of farming on adjacent agricultural lands, and mitigate and minimize the impacts of farming on urban lands. Variations to the buffer size will be considered in cases where buildings of heritage value are to be conserved and protected.

3. Consider lower densities for developments, as applicable, in cases where they cannot be achieved due to site constraints (e.g., topography or riparian setback requirements). Maximum permitted density may not be achievable on all properties.

4. Ensure development and infrastructure projects are built with the slope to minimize cut and fill excavations and to help preserve the natural topography of the hillside and escarpment. Buildings should be “stepped” on sloping sites to reduce the height and massing of the development and reduce the need for retaining walls, wherever possible, in order to establish a complementary, pedestrian-friendly streetscape and to support site and neighbourhood design efforts to retain and enhance the treed character of the Willoughby Escarpment.

5. Design appropriate building transitions between different land uses and distinct building types that are respectful of views, densities, traffic, and noise. Building massing, placement of glazing, site design and landscaping should mitigate overlook and address privacy implications.

6. Provide for inclusion of electric vehicle charging infrastructure as part of residential, commercial, industrial, and institutional developments to contribute to a sustainable transportation network.

Residential Designations:



1. Provide for a variety of housing forms, sizes, floor layouts and tenures within the Williams area to address a range of housing needs and stages of life, subject to the form and density provisions of the applicable land use designation, including the following:

    a. Incorporate a diversity of housing choices to assist in achieving housing affordability through the provision of smaller-lot single family homes, duplexes, rowhouses, townhouses, apartments, and small-scale, multi-unit housing options.
    b. Encourage a variety of tenures, such as fee simple, strata and rental, as well as a diverse range of housing options, such as co-housing, pocket neighbourhoods (a small group of cottage style housing units with shared parking), single-level housing and rowhouses and townhouses with “master” bedrooms on the ground level.
    c. Permit seniors housing facilities, such as community care facilities, assisted living residences and supportive housing in townhouse development forms.
    d. Include a diversity of non-market housing choices to assist in achieving housing affordability through the provision of non-market rental housing, supportive housing, women’s second stage housing, to name a few, as well as a variety of forms of housing such as co-housing and family-friendly housing that include dwelling units with three plus bedrooms; and
    e. Encourage development of secondary suites and coach homes as rental opportunities to achieve affordability objectives and provide housing options for college and university students.

2. Calculate the land area density on the basis of gross developable land area where the minimum and/or maximum density is expressed in terms of units per hectare (units per acre). Gross developable land area includes land dedicated for new roads, land above the top-of-

bank protected for watercourses, and land secured for transmission lines and other utilities provided they are upgraded as a linear park system. Gross developable land area does not include land dedicated for stormwater detention ponds.

3. Calculate development density for lands designated as Medium Density Townhouse, Medium Density Apartment, High Density Apartment, High Density Mixed Use, based on Floor Space Ratio (FSR), in relation to developable land area. Land area (undevelopable areas) dedicated for street, lane and trail rights-of-way, lands dedicated for park spaces, lands below the top-of-bank for protected waterbodies and riparian setback areas above (secured through Schedule 3 Development Permit Areas: Streamside Protection and Enhancement of the Township of Langley Official Community Plan, Bylaw 1979 No. 1842, as amended from time to time), lands to accommodate rainwater detention ponds, and easements/rights-of-way for electrical transmission, gas pipelines and other utilities, are not considered developable land area nor are they included in FSR calculations for determining development density.

4. Include adaptable housing requirements for a minimum of 5 percent of Single Family Mixed Residential and Rowhouse/Townhouse units per development, in accordance with Section 3.1.9 of the OCP (see Table 5.1), as amended from time to time. Adaptable housing requirements are modest improvements to provide and enhance accessibility, making it easier for residents to remain in place as they age and/or experience illness or injury.

5. Incorporate appropriate and responsive site design and building separation distances and setbacks to accommodate a continuous evergreen, coniferous tree row, that integrates with other site design requirements for street fronting dwelling units and comprised of retained and/or new tree plantings, along the south property line of a development site that it shares with a public street, in the Mixed-Use and Residential District. This can be accomplished through both tree retention and/or new tree plantings that are different than street trees in the public boulevard.

6. Provide a viewscape analysis of the Willoughby Escarpment, from various points in the Milner Valley (Glover Road corridor), in the preparation of Comprehensive Development Plans (see section 11.2.2, Policies 1 and 2) and for all proposed developments, south of 80 Avenue.

7. Require new single family home developments, including accessory residential uses, on fee-simple lot developments for land designated Single Family Mixed Residential to enter into an exterior design control agreement. The agreement should address the following general guidelines for new developments:

    a. Retain existing significant trees, especially evergreen, coniferous trees. Provide new trees in front, side, and rear yard spaces, with appropriate soil volumes.
    b. Incorporate high quality design and employ an architectural approach that is harmonious with the community context (e.g., front porch neighbourhood with modest scale, pedestrian-friendly buildings).
    c. Require developments to complement adjacent developments in terms of siting, form, and character, but individual architectural expression is encouraged both within and between street blocks.

d. Design all public facing building elevations to provide architectural interest, especially those that are visible from public streets, lanes, walkways, parks, and trails.
e. Integrate, as part of building design, screening measures (e.g., horizontal louvers, vertical baffles, awnings, brise-soleils, shutters, screens, overhangs) of exterior glazing on all south and west facing elevations of the building to contribute to the prevention of overheating of the interior of the residence during the summer seasons.
f. Provide a strong street presence through street facing buildings that include usable, modestly elevated above finished grade, covered front porches for single family, duplex and row-home development, and covered terraces for dwelling units on the ground-floor of townhouses, as well as other design elements that support social interaction. Single family dwellings shall not back onto a public road.

5.3 Single Family Mixed Residential (10 UPA)

The Single Family Mixed Residential designation accommodates a variety of compact lot, single family and character compatible housing on a variety of lot sizes such as semi-detached (duplex), manor homes, rowhouses and small-scale, multi-unit housing options, as well as accessory forms of housing such as secondary suites and coach homes.



This variety of housing types is intended to primarily accommodate street-oriented housing with rear lane access in order to maximize parking opportunities, provide a high-quality pedestrian environment, and improve energy efficiency through the siting and alignment of homes. The accessory forms are intended to provide opportunities for rental housing.

Single Family Mixed Residential Policies:

1. Provide for a variety of compact lot, single family housing and small-scale, multi-unit housing options on a variety of lot sizes (e.g., semi-detached, manor homes, and rowhouses) at minimum densities as defined as Residential Compact Lot Zoning schedules in the Township of Langley Zoning Bylaw, for all areas designated Single Family Mixed Residential on Map 1.

2. Foster the development of accessory housing including secondary suites or coach homes with a single-family home.

3. Design street, block and lot patterns that incorporate lanes, that provide rear-loaded access to off-street parking, in order to maintain a strong, pedestrian-oriented streetscape and “front porch” character in the neighbourhood.

4. Minimize the front yard setbacks in order to create a pedestrian-oriented street presence and to provide sufficient rear yard space for detached garages and useable outdoor space.

5. Protect the privacy and livability of individual dwelling units and between developments through an appropriate transition of building height and massing, landscaping, and sound attenuation.

6. Incorporate the development of rowhouses on Residential Compact Lots, as defined in the Township of Langley Zoning Bylaw, provided that the rowhouse developments are designed in a single row, fronting a road, and serviced by a rear lane and that the design of each contains no more than four units.

5.4 Townhouse

The Williams Neighbourhood Plan includes the Rowhouse / Townhouse (15 UPA), Townhouse (22 UPA) and Low-Density Apartment (1.4 FSR) designations. The three designations together will provide a mix of affordable, ground-oriented housing for families with children, seniors, and empty nesters". The emphasis in the design of townhouse developments is on a ground-oriented, walkable character, ensuring a good relationship of the units to the street and compatibility of form and scale to other residential areas. Access to vehicle parking will be provided via rear public lanes. Dwelling units that front a public street will have direct pedestrian access to/from said street.

5.4.1 Rowhouse / Townhouse (15 UPA)



The Rowhouse / Townhouse designation accommodates both rowhouse and townhouse developments, where all units front and have direct pedestrian access from/to the public street. This designation is located in the northwest portion of the plan area, between a predominately single-family neighbourhood in the Yorkson area and the employment lands to the immediate east. This lower density multi-family designation will provide a land use, form, and massing transition between these two land use conditions as well as a form of affordable, ground-oriented housing. Densities within this designation will range from a minimum 20 units per hectare (8 units per acre) to a maximum 37 units per hectare (15 units per acre).

<u>Rowhouse/Townhouse Policies:</u>

1. Provide for rowhouse or townhouse, as well as semi-detached dwellings on Residential Compact Lots, as defined in the Township of Langley Zoning Bylaw and duplexes, at a minimum density of 20 units per hectare (8 units per acre) to a maximum density is 37 units per hectare (15 units per acre).

2. Limit the maximum height of buildings to three (3) storeys.

3. Establish block and street patterns that include a public lane or strata road and provide continuous on-street parking along the public street that is not interrupted by driveway let-downs.

4. Design buildings and dwelling units, to include:

    a. Street-facing, pedestrian-oriented dwelling units that provide a useable, covered front porch at a main entrance that presents to the public street. Porches are permitted to project by up to 1 metre into the Front Lot Line Setback, as defined in the Township of Langley Zoning Bylaw, provided that the porch shall have a usable area that is no less than 1.5 metres by 3.0 metres; be open on at least two sides and protected by guard rails the height of which shall not exceed the minimum specified in the BC Building Code; and be a single-storey height and be integrated and located at the main entrance, and facing the public street;
    b. Off-street parking for the dwelling units shall be accessed from a rear lane or internal strata road.

5.4.2 Townhouse (22 UPA)

The Townhouse designation accommodates townhouse developments. It provides ground-oriented housing for households with children, seniors and empty-nesters. The Townhouse designation is situated and adjacent to schools and parks, urban greenways, local-serving commercial services, future transit, and other destinations, and provides a land use, form, and massing transition between land use conditions.



Townhouse Policies:

1. Provide for townhouses, including those with a primary bedroom on the ground floor, at a minimum density of 39 units per hectare (16 units per acre) to a maximum density of 54 units per hectare (22 units per acre), for areas that are designated Townhouse as delineated on Map 1**.**

2. Limit the maximum height of townhouses to two (2) storeys for buildings fronting 212 Street. Three (3) storeys could be considered if the first storey is entirely below the finished grade of any greenways. The maximum height for buildings for the remainder of the development is three (3) storeys.

3. Design buildings and dwelling units fronting 212 Street, in order to provide a high quality pedestrian environment and to create a complementary form and scale of housing to that

across the street from and adjacent to neighbouring Yorkson (mimicking existing single-family, duplex and rowhouse development), to include:

a. pedestrian-oriented, dwelling units and building forms, that are street- or greenway-facing, that provide a useable covered front porch along with the primary unit entrance adjacent to and facing a public street or pedestrian route (including the opposite side of the street); Porches are permitted to project by up to 1 metre into the Front Lot Line Setback, as defined in the Township of Langley Zoning Bylaw, provided that the porch shall have a usable area with dimension that are no less than 1.5 metres by 3.0 metres; be open on at least two sides and protected by guard rails the height of which shall not exceed the minimum specified in the BC Building Code; and be a single-storey height and be integrated and located at the main entrance, and facing the public street;
b. Off-street parking for the dwelling units that is accessed from a rear lane or internal strata road, for those units that front an arterial street. Provide a minimum of four (4) off-street parking spaces for these dwelling units. All parking spaces within a building shall be non-tandem; and
c. No more than four (4) dwelling units are contained within each building that directly fronts a public street.

4. Provide direct, publicly-accessible connections in the form of Pedestrian Connections (see Section 6.2.5) through Townhouse developments – from public road to public road – in areas designated Townhouse, in the approximate locations delineated on Map 1 to support pedestrian connectivity.

5.5 Apartment

The Williams Neighbourhood Plan includes Medium Density Apartment (1.9 FSR) and High-Density Apartment (2.4 FSR) designations that are adjacent to the High-Density Mixed Use designation – the "High Street"— as well as schools, parks, and other amenities. The emphasis is on apartment developments that contribute to a walkable neighbourhood character, providing a compatible development form and scale to the adjacent mixed commercial/residential "High Street" area, and ensuring active streetscapes and good relationships between public and private lands. Off-street parking will be concealed below finished grade and accessed via integrated rear public lanes. Ground floor apartment units that front a public street or other public space (e.g., Mid-Block Pedestrian Connection) will have direct pedestrian access to/from said public street or other public space and include a front, elevated entry terrace. The entrances to all other apartment units will be accessed through a central entrance lobby, fronting a public street.

5.5.1 Medium Density Apartment (1.9 FSR)

The Medium Density Apartment designation accommodates four-storey apartment developments. This designation is situated between 78 and 78A Avenue, between townhouse developments to the south and high-density apartment and mixed-use development to the north. It is adjacent to the centrally located neighbourhood park and other neighbourhood amenities, and provides a land use, form, and massing transition between lower and higher density forms of development.

Medium Density Apartment Policies:

1. Provide for apartment land uses where all buildings and structures together have a maximum gross floor area of 1.9 times the net developable lot area for areas designated Medium Density Apartment as delineated on Map 1.

2. Conceal accessory off-street parking, both resident and visitor, and off-street bicycle parking/storage for residents. For an apartment use, concealed parking means an off-street parking use hidden from view and entirely below the finished grade of the development site. However, where grade/elevation changes exist on the development site that results in partial or full exposure of this structured parking feature on the downhill side, active uses (e.g., dwelling units, indoor amenity spaces, group children's day care) will be applied to hide the off-street parking portion of the structure. For the purposes of this section of the plan, accessory off-street parking means a use providing for all the vehicle and bicycle parking needs generated by a permitted use.

3. Design, orient and site buildings such that the largest roof area is facing directly south, within plus or minus 30 degrees (determined as the maximum deviation) or less (5 to 15 degrees is determined as optimal) of the true east-west axis or parallels of latitude, to improve and provide for passive and active solar building design, including the application of solar (photovoltaic) panels. The ridge of pitched roofs should also orient east-west to position the largest portion of the roof directly south to maximize all-season solar sequestration.

4. Limit the average maximum length (longest building wall) of the building to 65 metres and on average between 50 and 60 metres where there is more than one building on a development site.

5. Provide a minimum and consistent building separation distance of 12 metres between all buildings, in order to achieve walkable neighbourhoods through a fine-grained block, lot and building pattern. This space will establish a common central courtyard space for individual developments and is to incorporate soft and hard landscaping such as pathways, trees and plantings, seating, lighting, covered areas, water fountain features and other design elements to accommodate gathering space. Additional separation distance maybe required to accommodate a Mid-Block Pedestrian Connection, as indicated on Map 1 and Map 3, or a Mid-Block Lane Link, or hybrid version of the two Links that uses a portion of said Link to provide access to off-street parking and loading spaces.

6. Limit the maximum height of apartment development to four (4).

7. Confine and align below grade structures – off-street parking, storage, mechanical, solid waste management and other, however with exception for safety, access, ventilation, mechanical, and other building requirements – to the footprint of the building(s) in order to effectively provide open, unbuilt space to retain existing trees, accommodate required soil volumes and adequate growing space for medium and large trees and other plantings, and other drainage/recharge facilities where buildings are not located. In site-specific circumstances where additional below grade structure beyond the building footprint is required, this expansion

shall be confined to building separation area only and not below front, rear and side lot line setback areas (as defined by the Zoning Bylaw) in order to maintain these areas as medium and large tree planting spaces that have access to sufficient soil volume, root depth, soil drainage and rainwater infrastructure. Incorporate raised planters over the extent of the corresponding below grade structure beyond the building footprint that provides sufficient surface area and depth, to accommodate required soil volumes and root depth for medium and large trees and their long-term stability.

8. Contribute to a high-quality pedestrian realm along all building frontages, including those adjacent to the Mid-Block Pedestrian Connections, Greenways, and to other publicly accessible spaces (e.g., public roads and lanes, parks, trails and pathways), with individual unit entries for ground floor apartment uses and associated private, elevated and landscaped terrace spaces. The entrance of a common lobby for an apartment use building shall be clearly visible from and facing toward public space(s) and connected to and from public street(s).

9. Incorporate appropriate site design with sufficient front yard lot line, side yard lot line, and rear yard lot line setbacks on a lot in order to establish generous spaces for medium- and large-sized trees with access to sufficient soil volume, including coniferous species, and other plantings, a pedestrian-oriented street presence, and a functional and livable outdoor space. Specific emphasis for sufficient spaces for medium- and large-sized trees shall be placed on all south property lines that abut a public street or lane, where at a minimum but not limited to, a second row of trees that are complementary to the required street trees along the streetscape.

10. Provide individual exterior entrances for ground floor apartment dwelling units on all sides of the building and include a pedestrian connection/path to public streets and lanes, greenways, a central courtyard, and a Mid-Block Pedestrian Connection. To ensure a degree of privacy, while maintaining visual surveillance, these ground floor apartment units should be defined through grade, elevated separation, and/or is universally accessible, between 0.6 and 1.2 metres above finished grade. These exterior entrances will be accompanied with a minimum 9.0 m^2 covered and usable terrace that is partially recessed into the building massing. The terrace can project up to a maximum of 1.0 metre into the common central courtyard. A hard surface pathway sufficiently sized to accommodate access for emergency services and separate from any vehicle space should be provided from the terrace steps or accessible ramp to the public sidewalk. The separation of the private terrace space from quasi-public and public space shall be clearly delineated, through hard and soft landscaping with horizontally and vertically layered features.

11. Provide for a range of apartment unit sizes and tenures to appeal to a broad mix of households at different stages of life. This can include student-oriented housing, seniors housing, family housing, and purpose-built rental.

12. Require apartment developments to incorporate lifestyle support features and necessities, such as secure storage space for oversize sports equipment and seasonal supplies, and secure parking for bicycles, scooters, and other micro mobility devices (e.g., electric kick scooter, electric unicycles).

13. Incorporate design features to make daily physical fitness more inviting and to encourage social interaction in apartment buildings. These building design features include primary stairs that provide the most visible and inviting means of vertical travel, transparency measures for secondary fire-exiting stairs, physical fitness spaces, and outdoor gardening places.

14. Incorporate functional window overhangs, specifically for south and west facing windows, and other solar management building techniques to control seasonal solar gain and shading. Use openable windows designed to facilitate air flow and ventilation to apartment dwelling units.

15. Encourage the provision of non-market housing which can include any form of supportive or subsidized housing, including but not limited to rent-geared-to-income, below-market rental, affordable ownership, long-term housing with supports, and short-term housing with supports.

5.5.2 High Density Apartment (2.4 FSR)

The High-Density Apartment designation accommodates six-storey apartment developments. These high-density apartment lands provide ease of access to future public transit, commercial services, parks and schools, and other neighbourhood amenities.

High Density Apartment Policies:

1. Provide for apartment land uses where all buildings and structures together have a maximum gross floor area of 2.4 times the net developable lot area.

2. Conceal accessory off-street parking, both resident and visitor, and off-street bicycle parking/storage for residents. For an apartment use, concealed parking means an off-street parking use hidden from view and entirely below the finished grade of the development site. However, where grade/elevation changes exist on the development site that results in partial or full exposure of this structured parking feature on the downhill side, active uses (e.g., dwelling units, indoor amenity spaces, group children's day care) will be applied to hide the off-street parking portion of the structure. For the purposes of this section of the plan, accessory off-street parking means a use providing for all the vehicle and bicycle parking needs generated by a permitted use.

3. Design, orient and site buildings such that the largest roof area is facing directly south, within plus or minus 30 degrees (determined as the maximum deviation) or less (5 to 15 degrees is determined as optimal) of the true east-west axis or parallels of latitude, to improve and provide for passive and active solar building design, including the application of solar (photovoltaic) panels. The ridge of pitched roofs should also orient east-west to position the largest portion of the roof directly south to maximize all-season solar sequestration.

4. Limit the average maximum length (longest building wall) of the building to 65 metres and on average between 50 and 60 metres where there is more than one building on a development site.

5. Provide a minimum and consistent building separation distance of 12 metres between all buildings, in order to achieve walkable neighbourhoods through a fine-grained block, lot and building pattern. This space will establish a common central courtyard space for individual developments and is to incorporate soft and hard landscaping such as pathways, trees and plantings, seating, lighting, covered areas, water fountain features and other design elements to accommodate gathering space. Additional separation distance maybe required to accommodate a Mid-Block Pedestrian Connection, as indicated on Map 1 and Map 3, or a Mid-Block Lane Link, or hybrid version of the two Links that uses a portion of said Link to provide access to off-street parking and loading spaces.

6. Limit the maximum height of apartment development to six (6) storeys.

7. Confine and align below grade structures – off-street parking, storage, mechanical, solid waste management and other, however with exception for safety, access, ventilation, mechanical, and other building requirements – to the footprint of the building(s) in order to effectively provide open, unbuilt space to retain existing trees, accommodate required soil volumes and adequate growing space for medium and large trees and other plantings, and other drainage/recharge facilities where buildings are not located. In site-specific circumstances where additional below grade structure beyond the building footprint is required, this expansion shall be confined to building separation area only and not below front, rear and side lot line setback areas (as defined by the Township's Zoning Bylaw) in order to maintain these areas as medium and large tree planting spaces that have access to sufficient soil volume, root depth, soil drainage and rainwater infrastructure. Incorporate raised planters over the extent of the corresponding below grade structure beyond the building footprint that provides sufficient surface area and depth, to accommodate required soil volumes and root depth for medium and large trees and their long-term stability.

8. Contribute to a high-quality pedestrian realm along all building frontages, including those adjacent to the Mid-Block Pedestrian Connections, Greenways, and to other publicly accessible spaces (e.g., public roads and lanes, parks, trails, and pathways), with individual unit entries for ground floor apartment uses and associated private, elevated and landscaped terrace spaces. The entrance of a common lobby for an apartment use building shall be clearly visible from and facing toward public space(s) and connected to and from public street(s).

9. Incorporate appropriate site design with sufficient front yard lot line, side yard lot line, and rear yard lot line setbacks on a lot in order to establish generous spaces for medium- and large-sized trees with access to sufficient soil volume, including coniferous species, and other plantings, a pedestrian-oriented street presence, and a functional and livable outdoor space. Specific emphasis for sufficient spaces for medium- and large-sized trees shall be placed on all south property lines that abut a public street or lane, where at a minimum but not limited to, a second row of trees that are complementary to the required street trees along the streetscape.

10. Provide individual exterior entrances for ground floor apartment dwelling units on all sides of the building and include a pedestrian connection/path to public streets and lanes, greenways, a central courtyard, and a Mid-Block Pedestrian Connection. To ensure a degree of privacy, while maintaining visual surveillance, these ground floor apartment units should be defined

through grade, elevated separation, and/or is universally accessible, between 0.6 and 1.2 metres above finished grade. These exterior entrances will be accompanied with a minimum 9.0 m^2 covered and usable terrace that is partially recessed into the building massing. The terrace can project up to a maximum of 1.0 metre into the common central courtyard. A hard surface pathway sufficiently sized to accommodate access for emergency services and separate from any vehicle space should be provided from the terrace steps or accessible ramp to the public sidewalk. The separation of the private terrace space from quasi-public and public space shall be clearly delineated, through hard and soft landscaping with horizontally and vertically layered features.

11. Provide for a range of apartment unit sizes and tenures to appeal to a broad mix of households at different stages of life. This can include student-oriented housing, seniors housing, family housing, and purpose-built rental.

12. Require apartment developments to incorporate lifestyle support features and necessities, such as secure storage space for oversize sports equipment and seasonal supplies, and secure parking for bicycles, scooters, and other micro mobility devices (e.g., electric kick scooter, electric unicycles).

13. Incorporate active design features to make daily physical fitness more inviting and to encourage social interaction in apartment buildings. These building design features include primary stairs that provide the most visible and inviting means of vertical travel, transparency measures for secondary fire-exiting stairs, physical fitness spaces, and outdoor gardening places.

14. Incorporate functional window overhangs, specifically for south and west facing windows, and other solar management building techniques to control seasonal solar gain and shading. Use openable windows designed to facilitate air flow and ventilation to apartment dwelling units.

5.6 High Density Mixed Use (2.5 FSR)

The High-Density Mixed-Use designation provides opportunities for the integration of street-facing, ground-floor, pedestrian friendly retail shops, offices, restaurants, public houses, civic facilities, and personal services, along with apartment residential uses – including seniors' housing. The High-Density Mixed-Use designation also accommodates predominantly residential-only buildings that are in immediate proximity and surround the mixed-use buildings that front the new High Street.

<u>High-Density Mixed-Use Policies:</u>

1. Create a contiguous mixed-use commercial, residential, and recreational space on lands with a High-Density Mixed-Use designation as delineated on Map 1. All buildings and structures together must not exceed a gross floor area of 2.5 times the net developable lot area for all permitted uses.

2. Incorporate mixed-use buildings in this designation to have residential apartment units on the upper floors above the commercial-oriented ground-floor to ensure “eyes on the street” and provide residents with opportunities to live and meet their daily needs within the same area.

3. Require locally-serving commercial uses, such as an anchor grocery store, an anchor pharmacy, financial institutions, retail stores, convenience stores, delicatessens, bakeries, barber shops, beauty salons, business, medical and professional offices, restaurants and cafés with space for outdoor/patio dining, child-care, liquor store, and fitness centre, and employment living uses – means unit/space within a building or structure that can accommodate a permitted commercial use within an at-grade ground-oriented unit, or a combination of both a permitted commercial use and a permitted residential use within an at-grade ground-oriented unit. Service stations, gas bars, vehicle servicing, and drive-throughs are not permitted. Encourage the provision child-care facilities within the High-Density Mixed-Use designation. Accommodate outdoor display spaces (such as flower, fruit and vegetable stands), outdoor patio dining, and public gathering/seating areas that serve as a key destination for the neighbourhood.

4. Locate retail and service commercial uses at ground floor spaces (first storey) in mixed-use buildings. Each retail and service commercial use occupy a maximum floor-space size of 1,000 m^2 (~10,764 ft^2) or less. This maximum floor-space size does not apply to the one anchor grocery store use, as well as pharmacies, fitness centres, and childcare.

5. Incorporate frequent entrances into commercial frontages with a maximum spacing of 15 metres. Where tenants require somewhat larger frontages, design considerations will be required to maintain the character and appearance of frequent entrances.

6. Encourage business, medical, and professional offices on the second storey above retail and service commercial uses located on the first storey and/or in separate, stand-alone buildings specifically for office uses only.

7. Accommodate and incorporate one (1) grocery use/establishment, with a maximum size of 4,500 m2 (~48,440 ft2) that serves residents of the neighbourhood and community, subject to other provisions of this Plan, on lands in the High-Density Mixed-Use designation. Prior to final reading of any rezoning application within this designation, the required grocery use/establishment must be confirmed to be provided within any phase of development.

8. Design a combination of mixed-use commercial/residential buildings, and commercial/ institutional/residential buildings in the High-Density Mixed-Use designation, that provide:

    a. a minimum of four storeys in height and a maximum of six storeys in height. “Step back” along the length of the upper fifth and sixth storeys of buildings by a minimum of 2.5 metres in order to reduce visual and overshadowing impacts related to building height.

    b. rectangular, generally, and trapezoidal shaped buildings, or one side of an “L” shaped building, that have maximum length of 65 metres and on average between 50 and 60 metres where there is more than one building on a lot.

c. the longest wall length of a building(s) that is oriented south and the largest, unencumbered roof area of a building(s) that is south facing and oriented within plus or minus 30 degrees (determined as the maximum deviation) or less (5 to 15 degrees is determined as optimal for solar sequestration) of the true east-west latitudinal axis, in order to provide optimal passive and active solar design performance of all buildings. Incorporate sloped roof surfaces that orient to the south to provide optimal and potential use of photovoltaic and other solar energy sequestration technologies.

d. a maximum lot coverage of sixty percent (60%) where a minimum of seventy-five percent (75%) of the off-street vehicle parking use associated with retail and service commercial and recreational uses is concealed parking. Maximum lot coverage can be increased to eighty percent (80%) where one hundred precent (100%) of the off-street vehicle parking use, including visitor, is concealed parking. For this specific policy provision, concealed parking means an off-street parking use hidden from view and below the finished grade of the development site, and/or off-street parking use that is also obscured and located within a principal building (at or above finished grade). Locate most of the surface parking, when provided, adjacent to retail anchors (e.g., grocery, pharmacy) and recreation spaces. Off-street parking means a use providing for the vehicle and bicycle parking needs generated by a permitted use.

e. concealed parking access, as well as off-street loading spaces, will be provided via a lane network. No off-street vehicle parking, loading spaces or manoeuvring drive aisles shall be permitted in the areas between the street travel lanes and/or on-street diagonal parking were provided on the High Street (portions of 214 Street and 79 Avenue) and the front building face of buildings. For clarity front building face refers to that part of the exterior wall of a building along the front elevation that orients one direction.

f. a range of apartment unit sizes and tenures to appeal to a broad mix of households at different stages of life. This can include student-oriented housing, seniors housing, family housing and purpose-built rental.

g. individual exterior entrances for ground floor apartment dwelling units on all sides of the building and include a pedestrian connection/path to public streets and lanes, greenways, a central courtyard, and a Mid-Block Pedestrian Connection. To ensure a degree of privacy, while maintaining visual surveillance, these ground floor apartment units should be defined through grade, elevated separation, and/or is universally accessible, between 0.6 and 1.2 metres above finished grade. These exterior entrances will be accompanied with a minimum 9.0 m^2 covered and usable terrace that is partially recessed into the building massing. The terrace can project up to a maximum of 1.0 metre into the common central courtyard. A hard surface pathway sufficiently sized to accommodate access for emergency services and separate from any vehicle space should be provided from the terrace steps or accessible ramp to the public sidewalk. The separation of the private terrace space from quasi-public and public space shall be clearly delineated, through hard and soft landscaping with horizontally and vertically layered features.

h. below grade structures, that are confined to the footprint of the building(s) to provide open, unbuilt space for new and existing trees, excluding safety, vehicle and non-vehicle access, ventilation, mechanical, and other building requirements. These underground setbacks and separations will provide required soil volumes and growing space for medium to large trees and other plantings. Underground setbacks and separations also provide bioretention and other drainage/recharge facilities. In site-specific circumstances, where additional below grade structures beyond the building footprint are required, they shall not intrude into the front yard, rear yard and side yard setbacks. Incorporate raised planters over the extent of the corresponding below grade structures beyond the building footprint, in areas not otherwise occupied by drive aisles, lanes, loading, parking, and pedestrian/bicycling facilities; such spaces shall have sufficient surface area and depth to accommodate required soil volumes and root depth for medium and large trees to support long-term tree stability.

i. a common lobby for each building with office uses and apartment units above the first storey, whose entrance shall be clearly visible and directly connected to and from a fronting or public street and not secluded in the interior of the development.

j. building amenities, such as secure storage space for oversize sports equipment and seasonal supplies, and secure parking for bicycles and scooters with buildings with apartment units.

k. active design features to make daily physical fitness more inviting and encourage social interaction in buildings with apartments. Active design features include primary stairs that provide the most visible and inviting means of vertical travel, transparency measures for secondary fire-exiting stairs, outdoor, rooftop gardening places, and indoor amenity areas for the exclusive use of building residents and guests. Indoor amenity areas can provide recreational, social, and shared home-office space spaces, and should comprise a minimum of 3.0 m^2 per dwelling unit.

l. vertical oriented windows, appropriate window-to-wall ratios (WWR) and associated exterior shading devices and other solar management building techniques to control seasonal overheating and shade. Use operable windows designed to facilitate air flow and ventilation to apartment dwelling units. Apply common industry best practice targets – an overall WWR of forty percent (40%) – for the building overall to reduce heat gain and loss through the building envelope by increasing the area of insulated wall. As determined appropriate (e.g., commercial at-grade) distribute the overall WWR of the building such that the at-grade WWR target is higher (e.g., seventy-five percent [75%]) and deemed a priority for transparency purposes, and remainder of the building would be lower to meet the overall best practice target.

m. continuous weather protection for pedestrians on all building frontages that include ground floor commercial uses.

n. a high-quality pedestrian realm along all building faces, including those buildings not adjacent to public streets, and those that are adjacent to publicly-accessible spaces – (e.g., public roads and lanes, trails and pathways). Commercial and residential storeys should be clearly delineated by glazing patterns (e.g., lower window-wall ratios for residential), materials (e.g., commercial facades predominantly masonry and heavy timber), and horizontal architectural breaks (e.g., cornice, belt course).

9. Incorporate appropriate site design with sufficient front, side, and rear yard lot line setbacks and building separation distances on a lot. Setbacks and separations will establish generous spaces for medium and large trees (including coniferous) and other plantings, a pedestrian-oriented street presence, and functional outdoor space. Treed setbacks and separations can include tree retention and/or new tree plantings, but are distinct from street trees in public boulevards, greenways, thoroughfares, and other public spaces.

10. Provide minimum and consistent building separation distances of 12 metres between all buildings to achieve walkable neighbourhoods with a fine-grained block and lot pattern and communicate a pedestrian scale. Separation distances will serve as both Mid-Block Pedestrian Connections and abundantly landscaped garden spaces, except where a portion provides below-grade access (e.g., off-street parking) and loading (commercial and residential) spaces. These building separation features are discrete and distinct from every other development requirement such as, among others, landscaping areas and screening requirements as defined by the Township's Zoning Bylaw, development permit area landscaping guidelines, relevant portions of zoning schedules, and typically landscaped areas defined by required building setbacks and building separation distances.

5.7 Business Park

The lands with a Business Park designation are immediately adjacent to the 216 Street Interchange with primary access provided directly off 216 Street at approximately 81 Avenue as well as 80 Avenue at 214 Street. Given this strategic location, these business and employment lands are key generators for job growth that will provide significant contributions to the local economy. As such, the Business Park designation emphasizes high quality business uses, including a mix of light manufacturing, distribution warehousing, office, research and development, and similar uses. The interface and transition between the Business Park designation and neighbouring residential areas consist of a variety of treatments, including a Creek Greenway, a Watercourse Compensation Area and landscaping requirements associated with business park development.



Business Park Policies:

1. Provide for a range of employment and business activities in the Business Park designation as delineated on Map 1. Uses can include warehousing, wholesaling, and distribution, technical and educational, instructional, recreational, research and development, film studio and post-studio production, information technology, business and professional offices, mini-storage, micro-breweries, distillery, and private utilities. Allow for light-impact manufacturing uses provided that the business activities have no emissions (e.g., emissions from furnaces, boilers, or process heaters, and automotive or similar refinishing facilities or other activity regulated by the Air Quality Regulatory Program of Metro Vancouver). Bulk storage of hazardous or flammable materials or substances, salvage, ready-mix concrete plants, and processing, manufacturing or repair of heavy machinery, equipment, and heavy transportation products are not permitted. Civic institutional uses such as municipal operations centre, public works yard, and associated ancillary uses are permitted.

2. Design distinctive buildings to emphasize the gateway functional of the area, along the 216 Street and 80 Avenue corridors that signifies the entry into the Williams Neighbourhood and the broader Willoughby Community. High quality building design and landscaping will be required to assist in the creation of this gateway character. Distinct roof lines and roof features should be considered, including active and planted/landscaped spaces.

3. Accommodate both multi-tenant complexes and freestanding, single-tenant buildings. High standards of building and site design, incorporating quality architectural building expression, superior landscaping, and appropriate vehicular and pedestrian circulation are required.

4. Contain all business and employment activities wholly enclosed within buildings with no open storage.

5. Provide small outdoor open spaces for employee seating and recreation, with appropriate, all-season weather protection, that take advantage of south-facing exposure, and are part of site planning and building design.

6. Provide sidewalks, pathways, and other facilities, as part of site design and development, including road and subdivision patterns, vehicular access, parking and circulation design, that bisect the Business Park lands and link key area destinations, such as the commercial node, the area Greenway network, neighbouring park spaces and other recreational areas, in order to improve accessibility and provide amenities for employees. On-site pedestrian facilities and walkways should be linked to the public sidewalks by well-defined paths to minimize and manage conflict with vehicular traffic.

7. Locate business and professional offices, multi-storey mini storage, micro-breweries, technical and educational, and instructional and recreational types of uses (such as first aid training, martial arts and dance studios, trampoline, climbing, go-karts, skate, and ice rinks) along 80 Avenue given the active nature of the business that can provide ease-of-access to neighbouring residential areas and also serve as a transition to the residential uses along the south side of 80 Avenue.

8. The primary entrance(s), for both employees and visitors, and office uses shall be located and oriented to the street, with no surface parking between the face of building and the greenway for all developments along 80 Avenue and 216 Street as well as adjacent to adjoining intersections of 214 Street and 81 Avenue.

9. Allow restaurants as a permitted use in the Business Park designation, provided that it is incorporated into a building containing one or more of the principal uses. Drive-through features are not permitted.

10. Restrict parking, loading, access and circulation adjacent to Watercourse Compensation Areas.

11. Design buildings to be street-fronting and pedestrian-focused. Avoid generic, “big box” building designs that exhibit little visual interest and transparency to the street. Variations in massing and changes in height and horizontal planes are encouraged; long and non-articulated buildings should be avoided. All exterior mechanical units or equipment, including roof top units that may be visible from a public street and adjacent residential areas, should be enclosed or sufficiently screened.

12. Landscape surface parking lots and locate them to the rear of buildings that front 80 Avenue or 216 Street. Surface parking at the side of buildings is permitted elsewhere in the Business Park lands. If side parking is provided, design elements shall be applied to ensure it is partially screened from view from the adjacent public road and sidewalk to create a separation between public/private space along roads and sidewalks.

13. Include secure, weather-protected bicycle parking for employees.

14. Incorporate a 6-metre-wide Interface Buffer, in addition to landscaping and setback requirements as stipulated in other municipal bylaws, that includes plantings, a berm and a sound attenuation fence in between lands designated for Townhouse (north of 83 Avenue) and Business Park.

5.8 Civic Institutional

The Civic Institutional designation is intended to accommodate civic uses such as, but not limited to, municipal operations centre, public works yard, detention pond, and associated ancillary uses. Sites and buildings should respond to the gateway location with high quality materials and exemplary design.

Civic Institutional Policies:

1. Prioritize office space with high window-to-wall ratios along the north and east edges of the designation at or above the grade of adjacent roads, greenways, and highway infrastructure.
2. Screen outside storage uses by locating buildings on permitters of sites where feasible, or large trees with dense understory landscaping where buildings do not frame the edges of sites.

5.9 Conservation Areas

The Conservation Areas designation seeks to protect important fish and wildlife habitat in the Williams area through the Streamside Protection and Enhancement Development Permit Area policies. Such spaces include sensitive environmental areas that protect not only fish and wildlife habitat, but provide other environmental benefits such as rainwater conveyance, open space for existing and new native plants, including native evergreen, coniferous trees, and passive recreation opportunities. The intent of the Conservation Areas designation is habitat protection and enhancement, and restoration works that improve instream and riparian habitats for fish and wildlife species, as well as rainwater management and area hydraulics.

As shown on Map 1, one Conservation Area has been identified to include a Class B watercourse. However, this should only be considered as a guide. Other watercourses could be identified in the Williams area that are deemed to be a Conservation Area by a qualified environmental professional. Therefore, further environmental assessment may be required to verify the accuracy of the classification, the location of watercourses or the presence of watercourses that may not be shown.

Conservation Areas Policies:

1. Protect, enhance, and apply restoration works that improve the quality of instream and riparian habitats for fish and wildlife species in the Conservation Areas through the development and subdivision approval processes, based on the policies for Streamside Protection and Enhancement Areas (SPEAs) in the Township of Langley Official Community Plan (OCP).

2. Redirect flows, as determined from a Qualified Environmental Professional, from constructed stream channels in Watercourse Compensation Areas to Conservation Areas, or other watercourses or drainage channels within and outside the plan area, to contribute to the provision of high habitat values for fish and wildlife.

3. Include a fish passable culvert crossing with the redesign and upgrade of 76 Avenue, as part of off-site works and services associated with adjacent development.

4. Manage watercourses and associated riparian areas in accordance with the requirements of Section 3.13.19 of the OCP.

5.10 Watercourse Compensation Areas

The intent of the Watercourse Compensation Areas designation is to accommodate the relocation of Class B (yellow-coded) watercourses in the Williams area and re-establish higher-value habitat areas for fish and wildlife, that would be subsequently protected under the Township's Streamside Protection and Enhancement Areas (SPEAs). This will involve the relocation of Class B watercourses for both the north and south tributaries of Guy Creek through redevelopment. The objectives achieved from this approach include:



- improved fish and wildlife habitat that is currently comprised of fairly degraded stream channels that are fragmented and consist of barriers that restrict fish and wildlife movement;
- retention and enhancement of trees and native vegetative plantings along the Watercourse Compensation Areas of the southern Guy Creek tributaries that will retain and enhance the "treed" character of the Willoughby Escarpment;
- reduction or elimination of the need for culverts and other vehicular crossings of the watercourses associated with the riparian compensation areas;
- contribution to a buffer between residential and employment uses for the northern Guy Creek
- promotion of groundwater recharge and reduce flood risk;
- benefit air quality and contribute to the absorption of greenhouse gases; and
- provide passive recreation opportunities.

The Class B watercourses identified in the Williams neighbourhood and accommodated through relocation and compensation in the Watercourse Compensation Areas should only be used as a guide for determining fisheries habitat values and siting areas for relocation and compensation for a given watercourse. Further environmental assessment may be required to verify the accuracy of the classification, the location of watercourses or the presence of watercourses that may not be shown.

<u>Watercourse Compensation Areas Policies:</u>

1. Manage all Class B (yellow-coded) watercourses in accordance with requirements of Section 3.13.19 of the Township of Langley Official Community Plan.

2. Relocate and reconstruct Class B watercourses and establish associated riparian habitats, to the Watercourse Compensation Areas as depicted in Map 1 and prescribed in policies below, based on best and required practices, as part of development and subject to municipal, provincial, and federal government regulatory approval processes.

3. Design the Watercourse Compensation Area to include a reconstructed stream channel, a 15-metre-wide planted buffer on either side of the ordinary high-water mark, approximately 500 metres in length, for a total compensation area of approximately 15,871 m^2 (not including channel areas within culverts). The reconstructed stream channel within this Watercourse Compensation Area shall be surface-connected to Guy Creek (at 216 Street, immediately south of the Highway #1 interchange) through another reconstructed stream channel, as depicted in Map 3, resulting in an additional Watercourse Compensation Area, with a minimum total area of approximately 25,497 m^2 (not including the channel itself and areas within culverts), a minimum length of approximately 782 metres and a 15 metre wide planted buffer on either side of the ordinary high water mark, shall be identified and designed as part of the development of lands in the Employment District between 80 and 83 Avenue. Also, compensation of existing pond(s) will require an additional watercourse channel and result in an extension of this minimum length. The number of culverts for the reconstructed stream channels in the north portion of the Williams area, to accommodate road crossings (not including separate, clear-span pedestrian crossings), shall be kept to a maximum of three.

4. Design the Watercourse Compensation Area in the Residential District area to include a reconstructed stream channel, a 15-metre-wide planted buffer on either side of the ordinary high-water mark, approximately 433 metres in length, for a total area of 12,081 m^2 (not including channel areas within culverts). The reconstructed stream channel within this Watercourse Compensation Area should be connected to the water channel retained within the Conservation Areas designation and other surface drainage along 216 Street, as determined by Qualified Environmental Professionals.

   An additional Watercourse Compensation Area, with a total of approximately 5,849 m^2 (required compensation for existing ponds) and a 15 metre wide planted buffer on either side of a stream channel (not including the channel itself and areas within culverts), shall be added to or located south of this Watercourse Compensation Area, between 216 Street and lands designated as Conservation Areas in this Plan, as determined by Qualified Environmental Professionals, arborists and BC Land Survey professional. Modifications to the exact location of any or all of the Watercourse Compensation Areas in the Residential District can be considered and will not ultimately require a Plan amendment, provided that they remain in the general area south of 78 Avenue and that the combined goals of providing fish and wildlife habitat and contributions toward the retention and enhancement of the “treed” character of the Willoughby Escarpment are to be upheld and not compromised with this additional Watercourse Compensation Area. The total number of culverts for the reconstructed stream channels in the south portion of the Williams area, to accommodate road crossings (not including separate, clear-span pedestrian crossings), shall be kept to a maximum of three.

5. Identify and confirm the exact location and the extent of the SPEA through a survey undertaken by a BC Land Survey professional. Changes to the Watercourse Compensation Areas as depicted in Map 1 and delineated in policy above may be considered in accordance with the SPEA requirements, provided other policy provisions of this Plan, such as the retention and enhancement of the “treed” character of the Willoughby Escarpment, are upheld and not compromised.

6. Complete at the time of development the watercourse relocations and compensations as depicted in Map 1 and delineated in policy above. Additional municipal, provincial and federal government regulatory approval processes may apply. The depiction of watercourse locations in the Neighbourhood Plan area should not be interpreted as final approval / endorsement by municipal or senior government regulatory agencies. Additional considerations include:

    a. A minimum habitat balance applies to each relocated Watercourse Compensation Area as depicted in Map 1 and delineated in policy above, with an overall minimum habitat balance threshold (59,298 m²; in addition to the retained watercourse immediately north of 76 Avenue) to be met for the entire plan area. Any additional watercourses found on-site will increase the habitat totals accordingly and if relocated, they shall be integrated into the watercourse concept depicted in Map 1 and delineated in policy above.

    b. Lands containing a watercourse being relocated off-site will be required to provide funds for the equivalent land and reconstruction costs of their portion of the relocated watercourse as well as temporarily pipe the watercourse(s) if they are unable to provide the equivalent reconstructed watercourse as depicted in Map 1 and delineated in policy above.

    c. Where a watercourse is relocated to lands not currently containing a watercourse or SPEA, the owner of said lands will not be responsible for the cost of watercourse construction. Land with these relocated watercourses shall be compensated for the land and construction costs of the watercourse relocation as funds become available.

    d. Where watercourse relocations cannot be completed at time of development, interim solutions may be considered until such time that watercourse relocations, as depicted in Map 1 and delineated in policy above, can be fully completed. Interim solutions will be subject to municipal, provincial, and federal government regulatory approval processes and, upon completion of watercourse relocations, interim solutions will be removed at the developer’s expense.

7. Align Creek Greenways adjacent to and within the outer six (6) metres of the Watercourse Compensation Areas, or SPEA, in consideration of connectivity to other Greenways, Enhanced Sidewalks, Wildlife Habitat Patch and public park spaces. The design of the Creek Greenways must conform to the requirements of the Streamside Protection and Enhancement Development Permit Area. Access from new development to Greenways or environmental areas may be restricted if the access is deemed detrimental to the overall biological integrity and viability of the compensation or other environmental sensitive areas. Tree removal shall be avoided, and additional native plants may be needed to enhance Creek Greenways. The locations of future Creek Greenways are shown in Map 1.

6.0 NEIGHBOURHOOD FACILITIES

6.1 Parks and Open Spaces

This plan establishes a network of parks and open spaces to provide active and passive outdoor recreational opportunities for a complete and liveable neighbourhood in the Williams area.

6.1.1 Neighbourhood Park

Adding one (1) new Neighbourhood Park to provide a variety of recreational opportunities, including sports fields, playgrounds, and access to elementary and middle schools will contribute to the area's liveability. These policies provide direction for the neighbourhood park site to be appropriately located, sized, and configured, and that necessary access and connectivity to and from the parks meets users needs. A neighbourhood Park is to be accommodated in the initial phase of development in the Williams Neighbourhood Pan.



Neighbourhood Park Policies:

1. Provide one (1) new Neighbourhood Park (minimum 2 hectares or 5 acres in size), which will form part of a joint neighbourhood park-elementary school site with a minimum size of 4 hectares (10 acres). Locate the new Neighbourhood Park within the vicinity of 214 Street and 78 Avenue, as shown on Map 1.

2. Identify and secure the Neighbourhood Park site along with the rezoning of all lands designated for residential development.

6.1.2 Williams View Park

Williams View Park is located on a high point on the Willoughby Escarpment and one of the most visible from Milner Valley. Located in the vicinity of Morrison Crescent and 76 Avenue, it provides public open space for the neighbourhood, within an urban forest space that is established through retention, restoration, and enhancement.

Williams View Park will be a combined passive and active open space with recreational activities carefully woven into the urban forest context to enhance the Willoughby Escarpment from Milner Valley and view opportunities to the valley below.

Williams View Park Policies:

1. Develop Williams View Park, that is approximately 2 hectares (5 acres) in size in the vicinity of Morrison Crescent and 77 Avenue, as shown on Map 1.

2. Prepare a Williams View Park design 100 metres by 200 metres as conceptually illustrated in Figure 6.1. Include extensive tree plantings, strategic view opportunities to Milner Valley and Mount Baker, connections to Arbour Ribbon, informal adventure playgrounds, outdoor exercise circuits, and other compatible recreational activities.

3. Fund Williams View Park through the Willoughby Greenway Amenity Policy (WGAP).



Figure 6.1: Williams View Park Illustrative Design

6.1.3 Urban Parks

Williams will have two (2) Urban Parks which will provide a variety of recreational opportunities, including gathering and active play areas, and soft and hard surface spaces. These policies provide direction for the Urban Park sites to be appropriately located, sized, and configured, and that necessary access and connectivity meet users' needs.

Urban Parks Policies:

1. Develop a minimum of two (2) Urban Parks as shown on Map 2.

2. Locate one Urban Park within the High Street area, in the north section of the Mixed-Use and Residential District (see Figure 6.2). This Urban Park shall:

    a. be bordered by a minimum of two public streets and immediately adjacent to High Street. At least one side must be bordered by storefronts, at finished grade, preferably occupied by restaurants and cafes with outdoor patios;

    b. incorporate seamless connections between the streetscape and the park area;

    c. maximize building entrances, dwelling unit terraces and balconies, windows facing directly toward the park; and

    d. provide on-street vehicle and food truck parking.

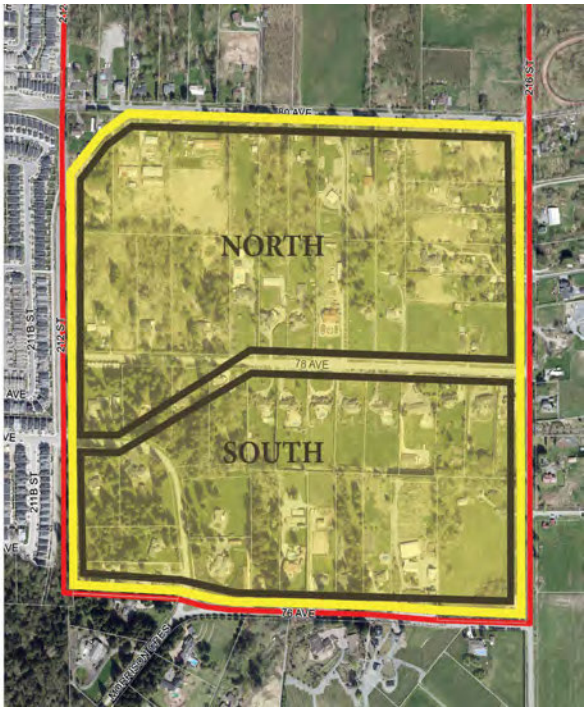


Figure 6.2: Sections in the Mixed Use and Residential District

3. Locate one Urban Park in the Townhouse area south of 78 Avenue (see Figure 6.2). This Urban Park shall:

    a. be bordered by a minimum of two public streets, one of which can be a lane, and immediately adjacent to a Street Greenway;

    b. incorporate seamless connections between the streetscape/lanescapes, and the park area;

    c. maximize building and dwelling unit entrances, dwelling unit terraces, balconies and porches facing directly toward the park; and

    d. provide on-street vehicle and food truck parking.

4. Design Urban Parks to be all-season public spaces.

5. Urban Parks will incorporate various park design objectives: an inclusive urban park (accessible and offered to all), a green urban park (integration of nature, natural materiality, and a significant tree canopy), a blue urban park (maximizing access to water settings,

interactive waterplay, and visible management of rainwater), a sensory urban park (immersing all five senses), a neighbourly urban park (all-season weather protection, abundant seating and lounging opportunities that support socializing), an active urban park (supporting exercise and mobility), and a playable urban park (offering opportunities for all-age creativity and play) in the park design process.

6.1.4 Wildlife Habitat Patch

A Wildlife Habitat Patch of approximately 1,563 m² (0.4 acre) shall be secured, enhanced, and maintained for education and recreation opportunities near the vicinity of Morrison Crescent and 77A Avenue. The Wildlife Habitat Patch is intended to provide food and foraging opportunities for wildlife and serve as a small node in a network of greenways and watercourse riparian areas in the Williams neighbourhood.



Wildlife Habitat Patch Policies:

1. Provide a Wildlife Habitat Patch, along with associated Off-Street Greenway and Enhanced Sidewalks with connections to neighbouring Creek Greenway and Enhanced Sidewalks, within the vicinity of the intersection of Morrison Crescent and 77A Avenue, as illustrated on Map 4 of this Plan and Map 7 of the WGAP (WGAP).

2. Prioritize the location, configuration, and vegetation enhancement deemed most capable of supporting wildlife in an urban setting.

3. Protect intrusion into the Wildlife Habitat Patch to preserve ecological integrity.

4. Include interpretive signage and additional amenities, as and where appropriate, while keeping the overall protection of the area the priority.

5. Fund the Wildlife Habitat Patch and the connecting Off-Street Greenway and Enhanced Sidewalks through the WGAP.

6.1.5 Neighbourhood Forested Mews

Neighbourhood Forested Mews is a decommissioned public right-of-way that serves as a pedestrian-friendly walkway.

Neighbourhood Forested Mews Policies:

1. Provide and develop the Neighbourhood Forested Mews at the locations as indicated on Map 2 of this Plan. The Neighbourhood Forested Mews will encompass the entire width – approximately 20 metres – of the existing public right-of-way.
2. Incorporate appropriate soils along the Neighbourhood Forested Mews to support long-term, stable rooting for trees as well as rainwater detention and nutrient holding capacity.
3. Retain and include new trees, with a focus on native trees, and integrate a 3.0m wide shared-use, asphalt trail.
4. Consider relocation of the Neighbourhood Forested Mews provided that the area is the same or greater and there is a clear net benefit (e.g., retention of mature trees).
5. Consider the orientation of adjacent residences to front the Neighbourhood Forested Mews, if deemed appropriate and feasible. Provide these residences with pedestrian access to the Mews, yet include measures to differentiate public and private space, and provide a minimum of four (4) off-street parking spaces for each dwelling unit that fronts the Mews. No tandem parking within a building shall be permitted.
6. Require development to fund the removal and/or relocation of infrastructure, and any soil remediation, as part of Works and Services requirements of the Township's Subdivision and Development Servicing Bylaw.
7. Fund the reforestation of the Neighbourhood Forested Mews from existing and appropriate Township of Langley sources.
8. Fund the 3.0 metre wide shared-use trail through the WGAP.

6.2 Greenways and Pedestrian Connections

Greenways and pedestrian/cycling connections in Williams are an important component of the mobility network. Some greenways also provide opportunities to integrate landscape and stormwater management features such as bioretention basins and raingardens into the public realm. The specific locations of planned greenways and pedestrian connections are illustrated on Map 4 of this Plan and Map 7 of the WGAP.

6.2.1 Street Greenways

Street Greenways are wide landscaped boulevards along major roads. They are an important component of the active transportation network connecting pedestrians and cyclists with parks, natural areas, commercial nodes, neighbourhood amenities and services, and adjacent neighbourhoods.

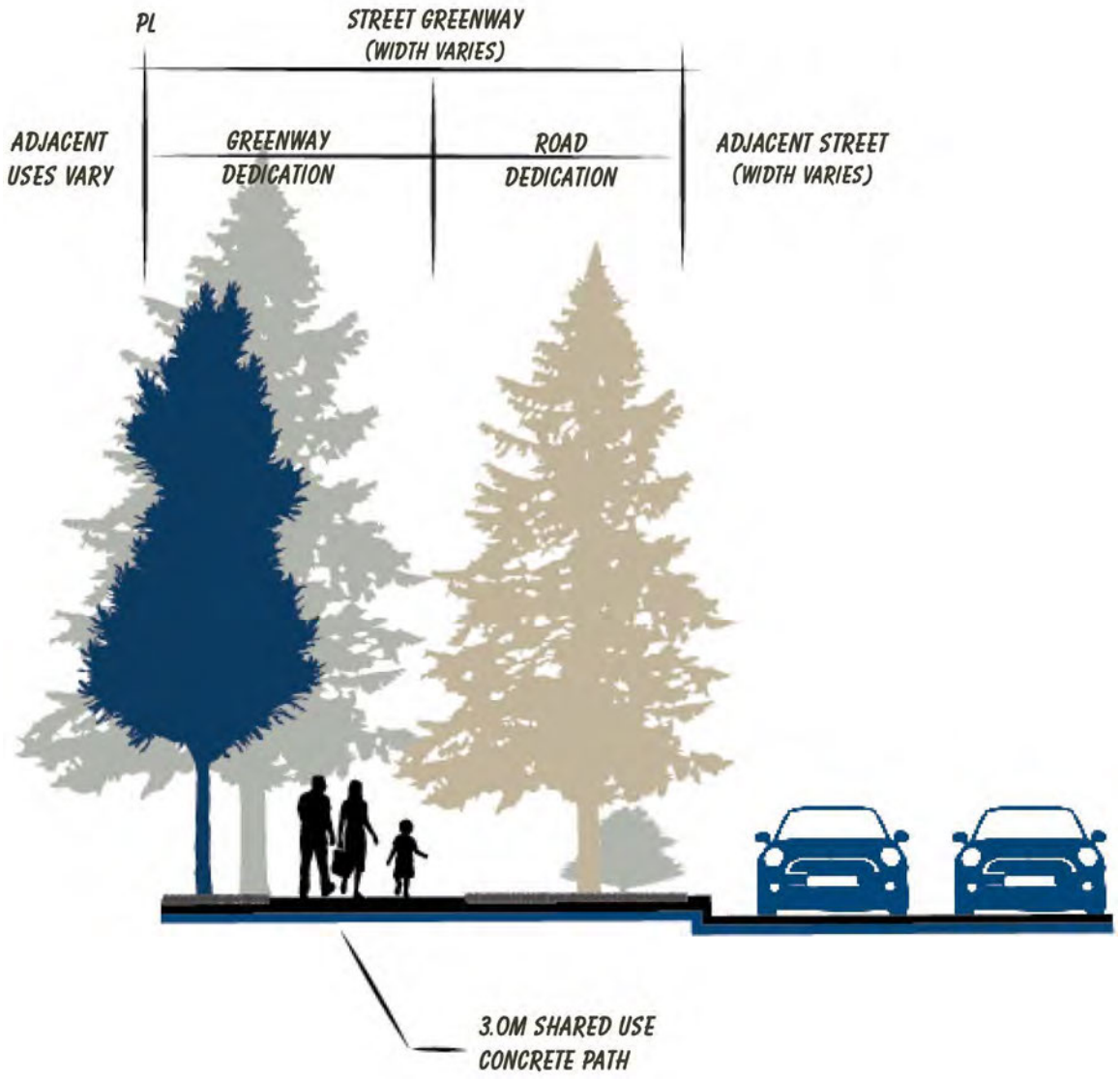


Figure 6.3: Street Greenway Illustrative Design

Street Greenways Policies:

1. Provide contiguous Street Greenways in the locations identified on Map 2 of this Plan and Map 7 of the WGAP.

2. Construct Street Greenways in accordance with the standards provided in Table 6.1 and illustrated in Figure 6.3.

3. Incorporate tree species, such as cedar and other evergreen, coniferous varieties, that complement the deciduous street trees.

4. Discourage the crossings of Street Greenways by driveways. Where no alternative exists, driveways should be consolidated and intersections with greenways shall be designed for the safety of greenway users.

5. Provide safe street crossings for pedestrians and cyclists at key intersections.

6. Fund Street Greenways through the WGAP.

6.2.2 Off-Street Recreational Greenways

Off-Street Recreational Greenways are multi-use pathways that accommodate both pedestrians and cyclists. They can be used for both recreation and commuting purposes.

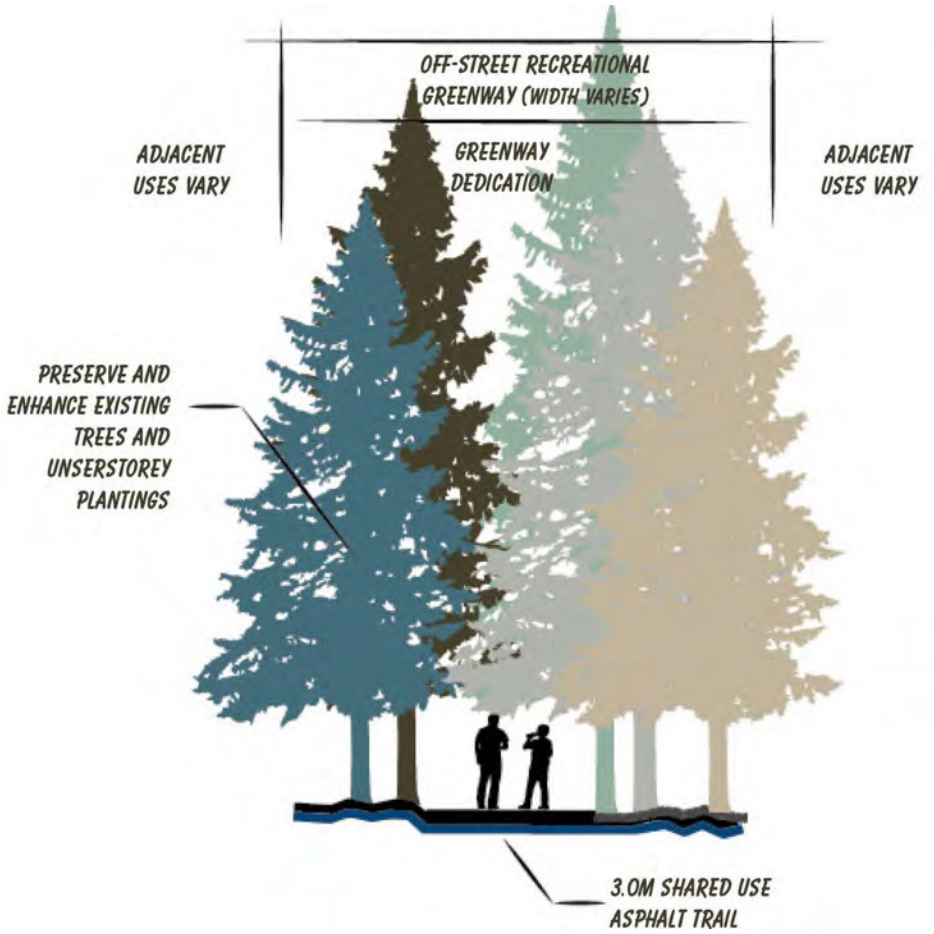


Figure 6.4: Off-Street Recreation Greenway Illustrative Design

Off-Street Recreational Greenways Policies:

1. Provide Off-Street Greenways as shown on Map 2 of this Plan and Map 7 of the WGAP.

2. Construct Off-Street Greenways in accordance with the standards provided in Table 6.1 and illustrated in Figure 6.4.

3. Fund Off-Street Greenways through the WGAP.

6.2.3 Creek Greenways

Creek Greenways are off-street trails that run adjacent to existing watercourses within a continuous landscaped strip of land that runs adjacent to existing waterbodies and associated natural vegetated buffer areas. These multi-use pathways accommodate both pedestrians and cyclists and can be used for recreation and commuting purposes.

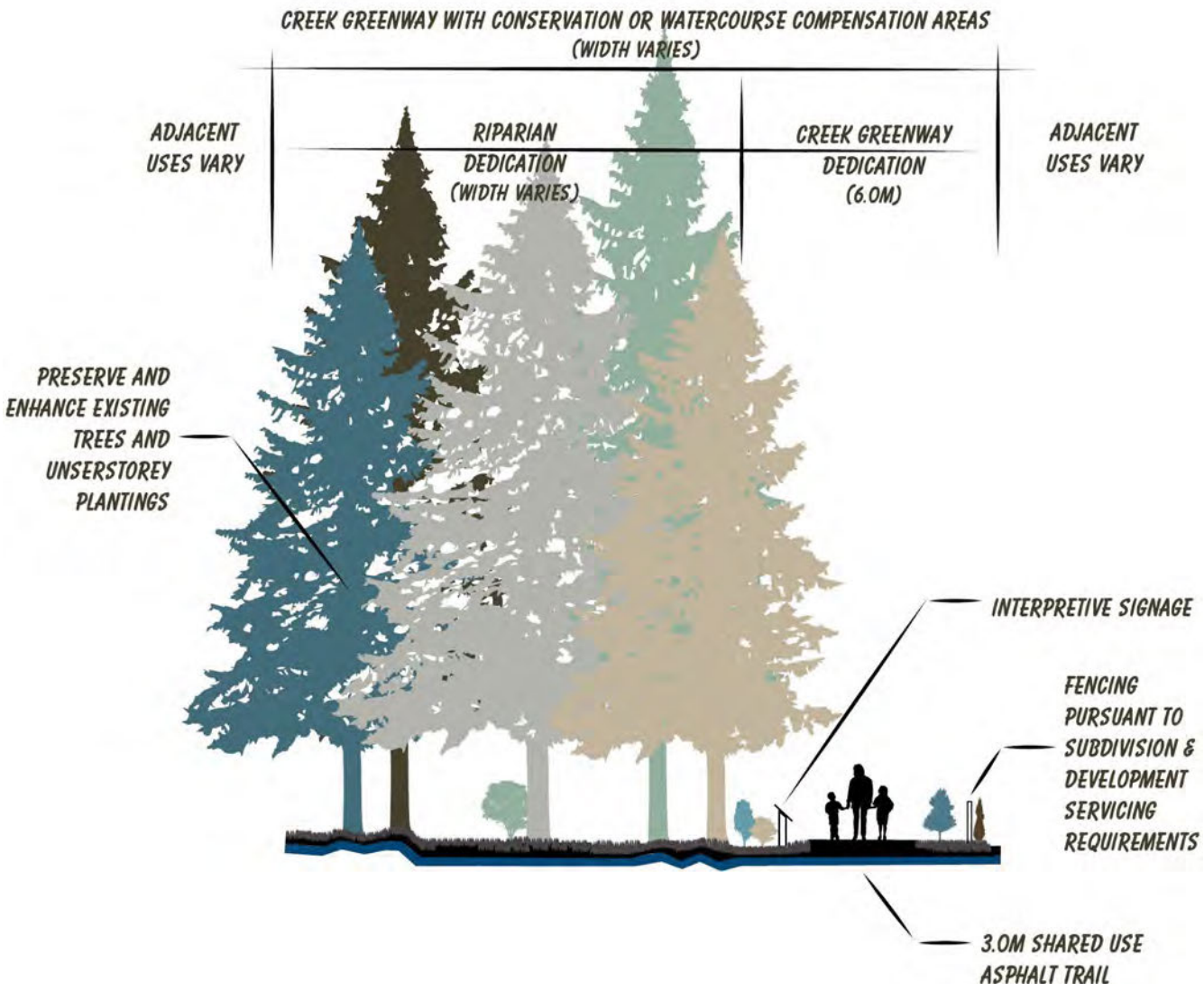


Figure 6.5: Creek Greenway Illustrative Design

Creek Greenways Policies:

1. Provide Creek Greenways as identified on Map 2 of this Plan and Map 7 of the WGAP.

2. Construct Creek Greenways in accordance with the standards provided in Table 6.1 and illustrated in Figure 6.5.

3. Locate Creek Greenways generally adjacent to the Conservation Areas and Watercourse Compensation Areas. Consideration will be given to locating the Creek Greenways within the

outer edges of the Conservation Areas and Watercourse Compensation Areas provided that they do not negatively impact the habitat value or biological integrity of said areas.

4. Build appropriate “connections” where the Creek Greenways intersect with pedestrian and cycling facilities and other Greenways.

5. Fund Creek Greenways through the WGAP.

6.2.4 Enhanced Sidewalks

Enhanced sidewalks are located within the road dedication and are composed of a green buffer next to the property line, a multi-use pathway, and an additional wider green buffer between the sidewalk and curb. They are suitable in areas where short distances of hard-surface pedestrian and cyclist connections are required adjacent to riparian areas, along Greenways, or to connect Greenways.

Enhanced Sidewalks Policies:

1. Provide Enhanced Sidewalks as shown on Map 2 of this Plan and Map 7 of the WGAP.

2. Construct Enhanced Sidewalks in accordance with the standards provided in Table 6.1.

3. Fund Enhanced Sidewalks through the WGAP.

6.2.5 Pedestrian Connections

Pedestrian Connections are to be provided to link developed areas of the neighbourhood, to and from greenways and trails, schools, and areas where public access points along a road are widely spaced. The locations for the Pedestrian Connections, as shown on Map 2, are approximate, both in distance and frequency. The intent of these policies is to secure additional connection points through development to increase the walkability and accessibility of the neighbourhood and to improve connectivity with adjacent neighbourhoods and destinations.

Pedestrian Connections Policies:

1. Provide Pedestrian Connections, which are a minimum three (3) metre wide concrete shared use, hard-surface (e.g., concrete, asphalt) pathway, in the locations identified on Maps 2 and 4.

2. Design entrances to Pedestrian Connections, adjacent to Greenways, Enhanced Sidewalks, and other public rights-of-way, so that they are visible and will be interpreted as a “public” pathway.

3. Pedestrian Connections are not funded through the WGAP.

6.2.6 Greenways, Pedestrian Connections and Enhanced Sidewalk Standards

Table 6.1

TYPE	STANDARDS
Street Greenways	• 4.5m wide dedication (8m wide dedication along 216 Street, between 76 and 80 Avenues) • 3.0m wide shared use, concrete pathway
Off-Street Recreational Greenways	• 6.0m to 10.0m wide dedication, depending on location • 3.0m wide shared use, concrete pathway
Creek Greenways	• 3.0m wide shared use, asphalt trail located in the outer 6.0m of the required riparian area
Pedestrian Connections	• 3.0m wide shared use concrete pathway
Enhanced Sidewalks	• Within the road dedication • 2.0m wide buffer between the curb and sidewalk • 3.0m wide concrete sidewalk • 1.0m wide buffer between

6.3 Schools

At the time of plan adoption, there were no public schools in the Williams area. A future elementary school site in Williams is anticipated to accommodate growth in the number of students. Approximately 2 hectares (5 acres) of land for a new school site will be required. The Langley School District will acquire the new school site, which would be developed at such time that the population growth warrants the establishment of the new school.

The Langley School District has developed a Long-Term Facilities Plan which has a requirement to hold public consultation on grade configurations in particular areas of the Township. In addition, as the Langley School District has limited ability to raise funding for capital projects, it relies on funding from the Ministry of Education for the acquisition of land and the construction of schools. Funding requests are made annually though the submission of a five-year capital plan. Ministry decisions to support projects in that plan are dependent on many factors, including the needs of other school districts.

Schools Policies:

1. Accommodate an elementary school, which will form part of a joint elementary school-neighbourhood park site ("joint site") with a minimum total size of 4 hectares (10 acres, half for the elementary school and the other half for the neighbourhood park), within the vicinity of 214 Street and 78 Avenue, as indicated on Map 1.

2. Identify and secure the joint site along with the rezoning of all lands designated for residential development.

3. Ensure that the joint site is appropriately located to serve the intended purpose and to the acceptance of the Township of Langley and the Langley School District.

7.0 NEIGHBOURHOOD CHARACTER AND IDENTITY

7.1 Neighbourhood Placemaking

The Williams neighbourhood is envisioned to be an urban, compact neighbourhood with an active public realm supported by sidewalks, greenways, and trails. Within the streetscape, a variety of amenity features will help to further animate public spaces, promote walking, encourage community interaction, and contribute to the identity of the neighbourhood and the making of place.

The neighbourhood is expected to include an elementary school, employment lands in the form of a business park, a local-serving commercial node, a variety of parks and open spaces, as well as pedestrian and cycling connections. View corridors from the neighbourhood to the south and southeast to the Milner Valley and vistas beyond (Mount Baker), are also provided in strategic locations. Neighbourhood, subdivision, and building designs will also contribute to the retention and enhancement of the treed character of the Willoughby Escarpment, as viewed from various points in the Milner Valley, specifically along Glover Road.

7.2 Neighbourhood Landmarks

Neighbourhood Landmarks are key place-making features in highly visible areas as viewed by pedestrians, cyclists, transit riders, and motorists. Two area gateway features into Williams are to be located as shown on Map 1 at the following locations:

- Intersection of 212 Street and 80 Avenue (see Figure 7.1)
- 216 Street and Highway #1 interchange (see Figure 7.2)

The Neighbourhood Landmark at 212 Street and 80 Avenue is located within a former dedicated road and comprises approximately 3,802 m^2 (0.95 acre). It provides a predominantly hard landscaped urban public open space at the confluence of Street Greenway networks in Williams, and connections with Smith and Yorkson neighbourhoods. The Neighbourhood Landmark is situated on both the north and south corners at the west side of the re-aligned intersection at 80 Avenue and the 212 Connector. These spaces are highly visible to pedestrians, cyclists, transit riders and motorists along both directions of 80 Avenue and those heading north on the 212 Connector, as well as residents and workers within its vicinity.

The second Neighbourhood Landmark at 216 Street and Highway #1 interchange, on the west side, is an open space area that includes a rainwater detention pond. It is located at the confluence of a variety of Greenways and its gateway design and complementary features thematically tie these elements together. The intent of the Neighbourhood Landmarks Policies is to establish key place-making features in these gateway areas and contribute to the identity of the Williams neighbourhood.



Figure 7.1: Neighbourhood Landmark at 212 Street and 80 Avenue Illustrative Design



Figure 7.2: Neighbourhood Landmark at 216 Street and Highway #1 Illustrative Design

Neighbourhood Landmarks Policies:

1. Provide and develop a Neighbourhood Landmark feature at the intersection at 80 Avenue and 212 Street approximately 3,802 m^2 (0.95 acre) in size, as indicated on Map 2.

2. Establish a coordinated Neighbourhood Landmark and community gateway feature at 216 Street and the Highway #1 interchange, on the west side, as indicated on Map 2, as part of the rainwater detention pond design. Additional land area may be required for the sizing of the rainwater detention pond to incorporate a viewing platform, a perimeter trail, and public art.

3. Design the Neighbourhood Landmarks in accordance with the general concepts as shown in Figure 7.1 and Figure 7.2, including the incorporation of public art.

4. Fund the Neighbourhood Landmark at 80 Avenue and 212 Street through the WGAP.

5. Fund the Neighbourhood Landmark at 216 Street and Highway #1 through the WGAP (not including the stormwater detention pond and associated plantings and landscaping).

7.2.1 Public Art

Public Art is intended to improve the character and vibrancy of the public realm and to encourage community interaction. It will be incorporated in the Neighbourhood Landmark locations in Williams.

Public Art Policies:

1. Include Public Art within the Neighbourhood Landmarks at the locations identified on Map 2.

2. Require the Township of Langley to manage, maintain, and insure all Public Art in accordance with Public Art Policy (No. 06-024).

3. Encourage as part of development Public Art in the design of buildings or landscapes in publicly accessible spaces or commercial spaces.

4. Fund Public Art for the public locations identified on Map 1 through the WGAP.

7.3 Stormwater Facilities as Amenities

Stormwater facilities (including detention ponds) are intended to serve a dual purpose. The primary use is functional with recreation and aesthetics serving as a secondary function. In their role as an amenity, efforts shall be made to design ponds with these goals in mind.

Stormwater Facilities as Amenities Policies:

1. Accommodate two (2) detention ponds in the vicinity of 216 Street: one at the northeast corner of the Plan area and another at the southeast corner.

2. Incorporate pedestrian access around all or part of the edge/perimeter of stormwater facilities and link this pedestrian feature with nearby Greenways.

3. Provide safe access and seating along the inner slope of detention ponds.

4. Include aesthetic considerations in the design of stormwater detention ponds, including but not limited to exposed walls and slopes visible by the public. Incorporate evergreen, coniferous tree plantings around the perimeter to complement the treed character of the Willoughby Escarpment.

5. Design aesthetically pleasing fencing that is thematically aligned with the design features of the Neighbourhood Landmark spaces. Acoustic barriers should be considered and included where traffic noise or adjoining uses negatively impacts the enjoyment of the amenity space and views to and from the facility.

7.4 Green Roofs

Green roofs (also known as “living roofs”) can promote effective stormwater management, reduce energy use, and provide additional spaces for amenity and recreation uses. They consist of various roofing layers topped with a soil-like growing medium and specific plant species that have the ability to withstand dramatic swings in climatic conditions.

Green Roofs Policies:

1. Encourage new commercial and industrial buildings to incorporate green roofs.

2. Consider the provision of accessible outdoor space on the green roof for recreational and ecological needs.

3. Encourage the use of plant species that are native and non-invasive and appropriate to the climatic conditions of the Williams area.

4. Design green roofs in accordance with the BC Green Building Code.

5. Adhere to Township policy regarding the management, maintenance, and insurance/liability related to green roofs. Green roofs are to be kept in perpetuity. Irrigation and maintenance are the responsibility of the building and/or property owner.

7.5 Landscape Buffer

A Landscape Buffer is a linear feature with plantings, earthen berms, and hardscaping (e.g., fencing) that provides visual and noise attenuation between different land uses and transportation infrastructure.



Figure 7.3: Landscape Buffer Locations

<u>Landscape Buffers Policies:</u>

1. Provide a “freeway” Landscape Buffer adjacent to Highway #1 that is 15 metres wide, includes retained and additional tree plantings, understorey plantings and ground cover, an earthen berm, and a 3-metre-wide trail as illustrated in Figure 7.3.

2. Provide an “interface” Landscape Buffer at the location between the Townhouse designation north of 83 Avenue and the areas east and south, designated as Business Park, as illustrated in Figure 7.3, that is 6 metres deep and that extends the full length of the east property line. This buffer feature is in addition to landscaping requirements and setback treatments required in the Township of Langley Zoning Bylaw and Subdivision and Development Servicing Bylaw.

3. Fund the provision of the “Freeway” Landscape Buffers through the WGAP.

7.6 Local Road Gateways

Local Road Gateways provide an additional place-making opportunity to indicate arrival to and departure from residential areas within Williams. These entrances help create an identifiable place and provide a significant entryway.

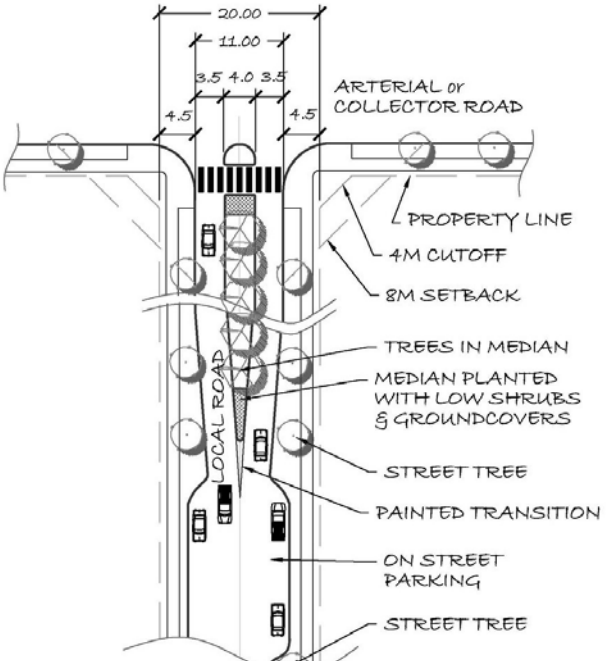


Figure 7.4: Conceptual Local Road Gateway Design

Local Road Gateways Policy:

1. Construct Local Road Gateways where local roads meet collector roads consistent with the standards illustrated in Figure 7.4. Incorporate additional landscaping and signage as appropriate.

7.7 Utility Boxes and Vaults

Urban communities include a variety of supporting infrastructure, some of which is visible, and others are not. Careful attention to siting and finish of at- or above-grade infrastructure will ensure that these elements do not interfere with mobility or the aesthetic qualities of the Williams area.





Utility Boxes and Vaults Policies:

1. Plan and coordinate the location of utility boxes, ventilation equipment or other at-grade mechanical equipment to minimize their impact on the public realm, including placing them underground or inside buildings, wherever possible.

2. Place existing overhead utilities underground as part of new development and upgrades to infrastructure.

3. Apply wraps on utility boxes and other at-grade mechanical equipment as part of off-site and on-site works and services associated with development in order to reduce graffiti and improve the visual aesthetic of the neighbourhood. Appropriate imagery could include local art, culture, and heritage.

7.8 Retaining Walls

To create high-quality development sites that work with the land, the sloping terrain of the southern portion of Williams may require significant grading and use of retaining walls.

Retaining Walls Policies:

1. Ensure development and infrastructure projects build with the slope to help preserve the natural topography of hillside areas and minimize cut and fill excavations.

2. Integrate landscaping, apply texture treatments, and use a “stepped approach” in the design of retaining walls where they are located along any public right-of-way, in a public space, or visible to the public.

7.9 Heritage

The Township of Langley Heritage Strategy recognizes the importance of Langley’s historic and archaeological resources, its rural lands, and its natural and cultural landscapes, in developing complete sustainable communities, and identifies nine goals and a number of actions to be implemented. The following actions would apply to resources identified in the Williams neighbourhood:

- Identify built, natural, and cultural landscape heritage sites, and policies for conserving them during the neighbourhood plan process;
- Preserve, protect, and celebrate significant historical resources that illustrate Langley’s range of heritage values;
- Encourage retention of existing building stock, where feasible, by demonstrating flexibility in the assessment of adaptive re-use projects;
- Encourage and support salvage efforts in the deconstruction of existing buildings; and
- Provide grants for the restoration of eligible heritage buildings through the Heritage Building Incentive Program.

Archaeological Resources

Although there are no previously recorded archaeological sites within the plan boundaries, there are reports that some lithic materials have been found within the Yorkson Creek area, indicating that the possibility of archaeological potential within the area cannot be ruled out. The provincial Archeology Branch maintains and oversees the legislative processes for the management of archaeological sites, and landowners, occupants and service providers are required to conform to provincial process and permitting requirements with respect to both known and unknown sites.

Natural and Cultural Landscapes

The Willoughby Escarpment that runs along the eastern edge of the Williams neighbourhood is a prominent geographical feature. This natural feature, which forms a natural division between Milner Valley and upland areas, includes some large stands of trees both within Williams and its adjacent rural areas to the south and southeast. The escarpment additionally provides for scenic views of the

location of the historic 1830s Hudson Bay Company Farm in Milner, and in some locations longer views to Mount Baker, the Golden Ears, and other peaks in the Coast Mountain Range.

Protection of the escarpment's visual and historical significance as viewed from the Milner area can be achieved through a combination of tree protection and tree replacement strategies. Implementation of these strategies will be emphasized for areas along the Agricultural Land Reserve boundaries, along the east and south boundaries of the plan. Given that the urbanization process will occur over several years and decades, the escarpment's image and character will evolve and regenerate as new trees grow and mature along the within the neighbourhood.

Built Resources

The historic resources in Willoughby that remain today reflect the community's rural history and community life near the turn of the twentieth century. As part of the Willoughby Heritage Study undertaken in 2005, historic assessments were completed for several buildings within the plan boundaries, although none of the sites identified have been added to the Township's Heritage Inventory to date.

The intent of these policies is to guide the preservation, restoration and commemoration of built and archaeological resources and natural and cultural landscapes that have heritage values as they relate to the Williams area.

Heritage Policies:

1. Protect the Character of Milner Valley as a Cultural Landscape

    1.1 Retain the historic views up and down Milner Valley as well as the natural topographical division between the valley's current agricultural/rural lands and the upland areas by preserving, enhancing, and incorporating trees and stands of trees along, above and below the Willoughby Escarpment, with a particular focus on the south portion of the Williams area and the urban/rural edge along the Agricultural Land Reserve boundary.

    1.2 Design and locate new development, buildings, roads, parks, and pedestrian connections within sightlines from Milner toward the Willoughby Escarpment, with consideration given to the various view levels, with the objective of enhancing and preserving a forested escarpment. Designs should include a view analysis.

    1.3 Apply compatible exterior materials and colours that blend with the natural, treed environment that characterizes the escarpment.

    1.4 Preserve specimen trees in the Williams area as part of development and infrastructure projects (e.g., row of "cherry blossom" trees along 76 Avenue).

2. Preserve Sites Deemed to be of Historic Value

2.1 Retain buildings, including those identified within the Plan boundaries that were identified in the Willoughby Heritage Study (2005) and others deemed to be of historic value, through heritage review and protection tools enabled by the *Local Government Act*.

3. Commemorate Williams History

3.1 Commemorate the early history of Williams, where appropriate, with historic place names or interpretive signage, and through complementary public realm design that recognizes and celebrates the tangible and intangible aspects of Williams's history.

7.10 Crime Prevention through Environmental Design

The safety and security of residents is an important component of any liveable community. Safety and security are considered not only in terms of personal safety and protection of property, but also in terms of safety for pedestrians, vehicles, and cyclists.

"Crime Prevention through Environmental Design" (CPTED) in development planning seeks to reduce opportunities for crime through the following principles.

- Territoriality - fostering residents' interaction, vigilance, and control over their neighbourhood
- Surveillance - maximizing the ability to spot suspicious people and activities
- Activity support - encouraging the intended use of public space by residents
- Hierarchy of space - identifying ownership by delineating private space from public space through real or symbolic boundaries
- Access control/target hardening - using physical barriers, security devices and tamper-resistant materials to restrict entrance
- Environment - making a design or location decision that considers the surrounding environment and minimizing the use of space by conflicting groups
- Image/Maintenance - ensuring that a building or area is clean, well-maintained, and graffiti-free

Crime Prevention through Environmental Design Policies:

1. Design new developments to provide "eyes on the street" through the placement of windows, porches, balconies, and street-level uses. Avoid blank walls.

2. Incorporate adequate lighting for all streets, lanes, parking areas, parks, trails, and building entrances. In places with high pedestrian traffic, pedestrian scale lighting should be provided.

3. Design landscaping and fencing to avoid the creation of blind spots or hiding places.

4. Consider clear sightlines between parking areas, public sidewalks, and building entrances in site design.

7.11 Lighting Design

Neighbourhood-specific on-street and off-street lighting for vehicle travel lanes, parking and pedestrian areas will help to create a pedestrian-friendly character, and desirable and active streetscapes in key areas of Williams.

Lighting Design Policies:

1. Provide ornamental street lighting fixtures at the Williams commercial node, located at 80 Avenue and 216 Street, for both on-street and off-street areas.

2. Locate and space on-street and off-street lighting elements based on the industry standard modeling and requirements.

3. Include pedestrian scale lighting along all streets, street greenways, creek greenways, and other pedestrian areas and connections.

8.0 MOBILITY

8.1 Street Network

As the Williams area develops, the street network will link various parts of the neighbourhood together and will be functional, safe, and efficient for all modes of travel. The street network in Williams is designed to support a modified grid pattern, combined with a “fine-grained” block and lot structure to link various parts of the neighbourhood together. This will distribute vehicular traffic through the planned street network within the Williams area (Map 4).

Street Network Policies:

1. Develop the street network, including arterial, collector, and local roads, as illustrated in the Circulation Concept Plan (Map 4). The alignment of the collector route of 77A Avenue to 78 Avenue is required to ensure connectivity. Flexibility will be considered without amendment to this Land Use Plan where roads cannot conform entirely to the concept due to site constraints.

2. Design the layout of residential areas with a block-based network of walkable streets on a modified grid with an east-west orientation. Single-access Street patterns (cul-de-sacs) shall be avoided; where this is impractical, safe, and functional pathway connections shall be provided.

3. Relocate the centre line of 216 Street, between 76 and 80 Avenue, to accommodate four-lanes plus left turn lanes on the west side with no encroachment on the east side into Agricultural Land Reserve lands. The streetscape on the east side will incorporate a protected bike lane and sidewalk. The streetscape on the west side will provide urban services, including curb and gutter, treed boulevard with understorey plantings, abundant coniferous trees, and extra-wide urban street greenway (12 metres wide) with 4 metres in the road right-of-way, protected bike lanes and a multi-use path, and an additional 8 metre land dedication funded through the WGAP.

4. Incorporate low impact design features for rainwater management into street designs to facilitate the infiltration of stormwater.

5. Require all residential development fronting on arterial and collector streets, all Greenways, and areas with Enhanced Sidewalks to provide rear lane or internal strata road access. The “H”-shaped configuration for rear lanes is intended to provide for short end blocks to feature street fronting units.

6. Secure road dedication for all categories of streets. A right-of-way includes sidewalks, travel and parking lanes, boulevards, and utility allowances.

7. Locate multi-family amenity spaces away from arterial streets.

8. Apply modest grade-separation features for all residential development along arterial streets to provide sound attenuation and to create walkable streets.

8.2 Pedestrian and Bicycle Circulation

The Williams cycling network will connect with cycling networks of adjacent neighbourhoods (Yorkson, Smith, NE Gordon Estates) and key destinations within Willoughby such as the Carvolth Transit Exchange and Willoughby Town Centre.



Pedestrian and Bicycle Circulation Policies:

1. Incorporate pedestrian facilities and networks such as Street Greenways, Creek Greenways, Enhanced Sidewalks, and Pedestrian Connections in conformity with Township standards and as illustrated in the Circulation Concept Plan (Map 4).

2. Provide additional cycling facilities and networks, including commuter, recreational, and community routes



8.3 Transit Service

The 2007 South of Fraser Area Transit Plan provides a long-term vision for transit to 2031. This vision includes 200 Street in the Willoughby area as a Frequent Transit Network (FTN) route in the short and medium term and 208 Street as a Frequent Transit Network (FTN) route candidate. In 2023, 200

Street was identified as one of the first three priority bus rapid transit routes in Metro Vancouver and, over the longer term, has the potential to accommodate light rail rapid transit service within a dedicated median.

Williams is located 3 kilometres from the Carvolth Exchange, a major transit exchange that connects riders to Langley City, Maple Ridge, Abbotsford, and Millennium and Expo SkyTrain lines. In the future, transit ridership is expected to grow, and it is reasonable to assume that conventional transit services will likely operate on major arterial roads such as 216 Street, 212 Street and 80 Avenue, with some level of transit service on collector roads as well.

The proposed pedestrian and cycling network in the Williams Neighbourhood Plan will connect local residences and workplaces to transit stops until such time as bus transit is provided.

Transit Service Policies:

1. Accommodate future bus transit routing and stops along arterial streets through appropriate street design standards.

2. Provide a street design standard along 78 Avenue to integrate future community shuttle transit service.

3. Design transit stops to include pedestrian amenities such as suitably sized landing pads for passengers, appropriate lighting, benches, and shelters.

8.4 Traffic Control and Traffic Calming

The Township has a generalized approach to intersection control which is delineated as follows:

Intersection Type	Traffic Control Type
Arterial/ arterial	Traffic signals
Arterial/ collector	Traffic signals
Collector/ collector	Roundabouts

Traffic Control and Traffic Calming Policies:

1. Incorporate traffic control and traffic calming infrastructure as outlined in the Circulation Concept Plan (Map 4).

2. Require a detailed transportation assessment in the development review process for individual sites to confirm intersection control types.

3. Apply additional traffic calming elements, as outlined in Council Policy 05-110 Neighbourhood Traffic Calming, for collector and local roads, specifically the north/south collector and local streets on steeper terrain and intersections along 76 Avenue (e.g. at 214 Street).

4. Limit “right-in / right-out” turning movements at the intersection of 76B Avenue at 216 Street and consider a pedestrian activated signal at 78B Avenue at 212 Street.

8.5 Parking and Transportation Demand Management

Parking management in Williams is intended to ensure sufficient on- and off-street parking supply. Off-street parking requirements differ by land use in accordance with Township of Langley Zoning Bylaw 1987 No. 2500, as amended.

Parking and Transportation Demand Management Policies:

1. Accommodate on-street parking on both sides of all local and collector streets.

2. Design front-loaded residential development to include double-wide driveways and enough space for one vehicle to park on-street in front of each dwelling unit , except were fronting on arterial streets.

3. Design residential subdivisions with rear lanes and rear loaded lots for single family, semi-detached, and rowhouse dwelling units, as defined in the Zoning Bylaw, to support a high-quality pedestrian environment. Rear-loaded residential development must have space for one vehicle to park on-street in front of each dwelling unit, except for dwelling units that front arterial streets.

4. Provide a minimum four (4) off-street parking spaces for each dwelling unit fronting an arterial road. No tandem parking within a building is permitted.

9.0 INFRASTRUCTURE AND ENERGY

9.1 Engineering Services Plan

The Engineering Services Plan serves as a framework for the preparation of servicing plans for individual developments. Servicing strategies aim for efficiency, cost effectiveness, and the equitable distribution of costs. There may, however, be alternative servicing strategies to those presented in the ESP as a result of the ability to secure required land or rights-of-way for infrastructure, timing of development of specific properties, or simply, a different engineering approach.

Alternative servicing strategies may be considered and implemented by the Township provided that a new scheme meets the spirit and intent of the Williams Neighbourhood Engineering Services Plan and in the opinion of the Township, does not adversely impact servicing requirements for property owners.

9.2 Water

9.2.1 Existing Context

The Williams Neighbourhood Plan area is supplied with water from a Greater Vancouver Water District (GVWD) main on 204 Street through a number of connections and Pressure Reducing Valve (PRV) Stations. Pressure is maintained through the Willoughby Pump Station. The plan area is currently serviced internally by a coarse network of watermains given the largely rural nature of the area. The existing system indicates that the plan area lies within two (2) separate pressure zones: Pressure Zone 110m and Pressure Zone 131m.



The GVWD supply main, and the existing internal network are understood to have sufficient capacity to provide adequate flows to meet domestic demands and fire flows for the planned neighbourhood. The Engineering Services Plan completed as part of the Williams Neighbourhood Plan process provides an updated water distribution strategy to support the neighbourhood, and outlines pressure zone boundaries.

9.2.2 Future Conditions

A water system analysis has been completed to determine peak demands and fire flow requirements and identify water infrastructure improvements required to support projected population growth. However, this analysis was limited to the larger grid mains and did not include review or sizing of smaller local mains.

The analysis does identify the need for expanding and upgrading the existing system to meet water and fire suppression flows for peak demands based on projected growth. Additional information can be found in the Williams Engineering Services Plan that accompanies this Neighbourhood Plan. All works will need to be confirmed through detailed design as part of the subdivision process.

9.3 Sanitary Sewer

9.3.1 Existing Context

Currently there is no existing sanitary sewer infrastructure within Williams given its largely rural character; existing properties are serviced by individual septic systems. Land use changes will require a sanitary sewer collection and conveyance system for the area. The Engineering Services Plan for the Williams neighbourhood will confirm details of sanitary requirements, including requirement and location of pump stations, force mains and/or downstream infrastructure upgrades.

9.3.2 Future Conditions

Sewer system analysis has been completed to determine peak sewage flows and identify sewer infrastructure required to support projected growth in the Williams neighbourhood. Analysis was limited to trunk infrastructure and did not include alignment or sizing of local sewer mains.

Additional trunk sewer mains are needed throughout the neighbourhood to accommodate the increase in sewer loading and are proposed to generally align with major transportation corridors. Flows will gravity feed either to the northeast or southeast corners of Williams due to topography variations across the neighbourhood. Two sanitary pump stations will be needed in the vicinity of the 216 Street corridor: one in the north and one in the south. Sanitary force mains will then carry the flows to connect inlets at 83 and 77A Avenues respectively.

The Williams Engineering Services Plan has been completed to update the sanitary sewer strategy for the Williams neighbourhood. Servicing should follow the catchment areas shown and all works will need to be confirmed through detailed design as part of the subdivision process.

9.4 Stormwater

9.4.1 Existing Context

The Williams neighbourhood is part of the Salmon River Watershed, adjacent to the Yorkson Creek and Upper Nicomekl watersheds. Given the area's largely rural character, the current drainage system is dominated by the natural and augmented watercourses, branches, tributaries, and drainage channels of the "two" segments of Guy Creek, as well as a coarse network of road-side ditches, culverts, and partially piped sections. This drainage network drains into Salmon River.

9.4.2 Future Conditions

As part of the Williams Neighbourhood Plan process, the Williams Engineering Services Plan has been completed to update the stormwater management strategy for the Williams neighbourhood. All works will need to be confirmed through detailed design as part of the subdivision process.
The significant change in land use will affect the hydrology of the area, requiring compensatory actions to stave off increased risk to erosion and flooding. These actions include three primary components. The first component is the application of on-site best management practices (BMPs) such as infiltration trenches and absorbent landscaping to the greatest extent practical to retain rainwater on site and recharge it to ground. BMPs will be applied both on private sites as well as off-street public corridors, particularly the pedestrian greenways to help reduce the impervious area.

The second component is the conveyance systems, largely piped, to convey generated runoff to communal detention ponds. Preliminary routing and sizing of trunk storm sewers has been identified in the Engineering Services Plan.

The third component is detention ponds and associated outlets to the Salmon River. Two (2) new detention ponds are proposed and identified in general terms on Map 1. The exact location and size of these ponds are to be verified at the time of a development application. The number and size of detention ponds may vary based on the ability to secure land or rights-of-way for infrastructure, the timing of development of specific properties, or a different engineering approach.

Integrating stormwater ponds and associated conveyance systems as an amenity feature in the neighbourhood serves multiple purposes including ecological, recreational, educational, and aesthetic values. Considerations will be given to hard and soft landscaping in urban and naturalized settings. Apply the policy guidance as outlined in Section 7.4 of this Plan in the design of detention ponds.

9.5 Hydro, Telephone, Street Lighting, and other Utilities

The Township Subdivision and Development Servicing Bylaw stipulates new hydro and telecommunication lines are to be provided underground. Street lighting shall be provided on all streets and lanes in accordance with this Bylaw. Unique lighting standards apply to the commercial node, located in the vicinity of 80 Avenue and 216 Street as outlined in Section 7.11.

To foster a strong sense of place, utility boxes throughout Williams shall be wrapped to reduce graffiti and to improve the visual aesthetic of the neighbourhood. Appropriate imagery will need to be investigated with heritage (built or natural), cultural events or topics, and art being possible options.

9.6 Energy

The Williams neighbourhood is designed as a walkable energy conscious community with green, energy-efficient buildings, and democratized energy generation opportunities such as building and roof orientation to accommodate solar sequestration technologies (e.g., photovoltaic/solar panels) and other renewables.

10.0 FINANCIAL STRATEGY

The Williams Neighbourhood Plan financial strategy is intended to assist in the orderly, cost effective, and equitable development of the neighbourhood. It is based on principles that the Township will not finance, nor assume a financial risk, in the provision of engineering services required for development. As such, water, sanitary sewer, drainage, highway services, and parks are to be solely funded through the collection of Development Cost Charges (DCCs) or other appropriate cost recovery mechanisms. Finally, it is the responsibility of property owners and/or the proponents of development to frontend the construction of engineering services and parks. To assist in this regard, the Township may consent to enter into cost recovery agreements.

DCCs are levied against new development to assist in the financing of new servicing infrastructure and amenities required by, and benefiting, new development. The Township's Development Cost Charge Bylaw sets DCC rates for each engineering service and for parks and describes when and how they are to be paid. Rates are uniform across the Township so that similar developments are levied the same rate regardless of their location. In principle, DCCs collected must balance with required expenditures. However, in the Township's context, they may exceed or be in deficit within an individual neighbourhood.

Infrastructure which is eligible to be funded with DCC revenue is identified in the Township of Langley's 20-year DCC program.

The Township has infrastructure financing policies in place and has previously negotiated specific agreements to permit property owners to receive DCC credits to assist in the cost recovery of DCC works that they have constructed. Given the high cost of the sanitary sewer, drainage, highway, and municipal water facilities required to permit development, the Township may provide opportunities to the property owners to achieve cost recovery.

Several cost recovery mechanisms are available for consideration, including Latecomer Agreements, Development Works Agreement (DWA), DCC rebates/credits and Development Cost Charges Frontender Agreements (DCCFA).

Each of these offers the ability for frontending property owners to potentially recover their infrastructure investments. However, it is critical that all agreements are structured to provide sufficient time for property owners to recover the costs of providing infrastructure potentially fully. It is therefore recommended that the Township approve agreements with 10- to 15-year horizons. The Township gains from these agreements by acquiring municipal infrastructure which benefits the broader community without the financial risks typically associated with development.

As indicated earlier, the Williams Neighbourhood Plan also includes several amenities to be funded through the WGAP. These amenities include:

- Wildlife Habitat Patch
- Urban Parks
- Williams View Park

- Greenways of various types
- Neighbourhood Landmarks
- Public Art

To provide funding for the construction of these amenities, the Township will require that new developments contribute amenity costs at time of rezoning. The Township strives to have relative equality in amenity costs between neighbourhoods. The funding approach to amenity costs is identified in the WGAP.

11.0 IMPLEMENTATION

Development of the Williams neighbourhood shall proceed based on drainage catchment areas, and the need for a combined neighbourhood park and elementary-middle schools.

11.1 General Prerequisites

Prior to the adoption of a Zoning Bylaw amendment in the Williams Neighbourhood Plan as identified on Map 1, the following general prerequisites shall be completed to the satisfaction of the Township:

1. Identify and secure a joint elementary-middle schools and neighbourhood park site to the acceptance of the Township of Langley and the Langley School District, subject to other provisions of this Plan, before any development may occur in the area, with the exception of non-residential developments.

2. Prior to opening of each phase for development the required community stormwater detention site to serve that area must be secured and must be located to serve the entire storm catchment area to the acceptance of the General Manager of Engineering. Interim on-site detention will not be allowed.

3. Major roads and engineering services, including drainage, water, and sanitary sewer, storm detention ponds, and road dedications, widenings and rights-of-way must be provided and extended (at no cost to the Township) to accommodate the proposed development. Various means of recovering servicing costs, such as Latecomer Agreements, Development Works Agreement (DWA), DCC rebates/credits and Development Cost Charges Frontender Agreements (DCCFA) may be considered, where applicable, to the acceptance of the Township.

11.2 Development Prerequisites

11.2.1 Employment District

Prior to Council's consideration of first and second reading of a Zoning Bylaw amendment in the Employment District in this Plan, the following shall be completed to the satisfaction of the Township:

1. Prepare a Comprehensive Development Plan (CDP), at the expense of the proponent, that aligns with the Vision, Goals and policies of this Neighbourhood Plan for the entire Employment District (see Figure 11.1). The CDP will include, but is not limited to, an illustrative plan and associated



Figure 11.1: Location of the Employment District

statements that detail the spatial structure and design features of the Employment District including building types and tenures, building massing, form, layout and height, streetscape design and landscaping, access and movement, parking and loading, watercourse compensation areas, stormwater detention, integration of greenways and other amenities, energy conservation measures and development and servicing.

2. Conduct a Transportation Impact Assessment (TIA) to determine the transportation impact associated with the CDP and identify necessary infrastructure upgrades and phasing of said improvements that are tied to development and servicing of the CDP. The TIA will be paid for in full by the proponent and carried out independently by a qualified engineering consultant to be selected and managed by the Township.

3. Secure lands for Civic Institutional as outlined in Section 5.8 prior to rezoning of lands for development that have not received third reading.

Rezoning of lands for development will
require that school sites be secured as outlined in Section 11.2.1.

11.2.2 Residential District

Prior to Council's consideration of first and second reading of a Zoning Bylaw amendment in either the north or south sections of the Mixed-Use and Residential District in this Plan (see Figure 11.2), the following shall be completed to the satisfaction of the Township:

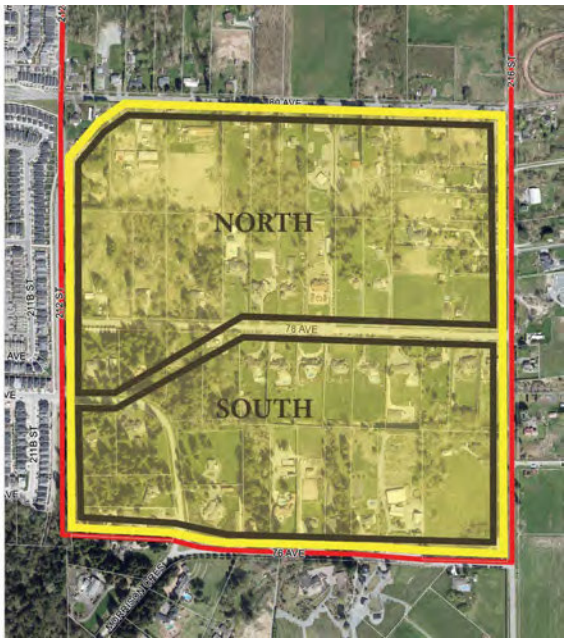


Figure 11.2: North and South areas of the Residential District

1. Prepare a Comprehensive Development Plan (CDP) at the expense of the proponent, that aligns with the Vision, Goals and policies of this Neighbourhood Plan, for either or both of the north or south portions of the Residential District, as determined to be appropriate by the General Manager of Community Development (see Figure 11.2). The CDP will include, but is not limited to, an illustrative plan and associated statements that detail the spatial structure and design features of the north and/or south section of the Mixed-Use and Residential District, including building types, access and movement, building massing, form, layout and height, streetscape design and landscaping, Conservation and Watercourse Compensation Areas, stormwater detention, integration of greenways and other amenities, energy conservation measures and development and servicing phasing.

2. Conduct a viewscape analysis of the Willoughby Escarpment as part of the preparation of this CDP.

3. Conduct a Transportation Impact Assessment (TIA) to determine the transportation impact associated with the CDP and identify necessary infrastructure upgrades and phasing of said

improvements that are tied to the development and servicing phasing of the CDP. The TIA will be carried out independently by a qualified Engineering Consultant to be selected and managed by the Township of Langley. The TIA will be paid for in full by the proponent.

11.3 Specific Development Prerequisites

The following development prerequisites must be resolved to the satisfaction of the Township prior to adoption of a Zoning Bylaw amendment. This list is not deemed to be exhaustive, as other requirements may be added based on-site specific conditions and changes to Township bylaws, policies, and procedures.

1. Enter into a servicing agreement with the Township to secure required road and utility upgrades/extensions, and a stormwater management plan in accordance with the servicing provisions of this Neighbourhood Plan together with existing servicing standards as set out in the Township of Langley Subdivision and Development Servicing Bylaw, as amended from time to time.

2. Compliance with the Erosion and Sediment Control Bylaw, as amended from time to time, including provision of an erosion and sediment control plan, to the acceptance of the Township.

3. Secure road dedications and widening, in accordance with the Subdivision and Development Servicing Bylaw, and the Master Transportation Plan, as amended from time to time, to the acceptance of the Township.

4. Compliance with Schedule I (Tree Protection) of the Subdivision and Development Servicing Bylaw as amended from time to time, including provision of a final tree management plan incorporating tree retention, replacement, and protection details, to the acceptance of the Township.

5. Transfer any designated greenway, trail, or any other greenspace as shown on the land use plan to the Township, or as determined by the Township.

6. Where green space or public amenity is designated on the subject lands, security must be provided within the Servicing Agreement for all approved Greenways, Pocket Parks, Wildlife Habitat Patches, Interface Landscape Buffers, Neighbourhood Landmark Amenity Features, Urban Forested Mews, and Public Art construction.

7. Implementation of environmental protection as outlined within the plan and/or by Department of Fisheries and Oceans (DFO) including transfer of environmental non-disturbance areas to the Township for environmental protection purposes.

8. Provide a Stage 1 Preliminary Site Investigation (Environmental), to the acceptance of the Township, where land is proposed to be transferred or provided by right-of-way to the Township for conservation, park, greenway and/or trail use. If any indicators of site contamination are found during this initial assessment, further investigation will be required to

confirm the existence, type and extent of contamination, and provide recommendations regarding remedial work. A Certificate of Compliance (or equivalent) will be required to be submitted to and accepted by the Township. All remedial work will be at the sole cost of the proponent.

9. Incorporate secure (through the Servicing Agreement) and appropriate fencing for all developments that abut the greenways, parks, ecological buffers, and environmental area to municipal standard and to the acceptance of the Township.

10. Secure an age friendly amenity area in accordance with the Township's Zoning Bylaw as amended from time to time and to the acceptance of the Township.

11. Retain and conserve known or as yet unknown heritage resources in the plan area to the satisfaction of the Township.

12. Secure public access rights-of-way through detached strata developments for green links, roads, and sidewalks only. Public access shall not extend to on-street parking. No public access is to be granted for private entrances onto the green links.

13. Register a restrictive covenant on title preventing detached condominium strata developments from constructing or placing any barriers that would impede access to pedestrian connections – either physical or psychological (i.e., fences, gates, signage. etc.).

14. Registration of restrictive covenants that may include, but are not limited to:

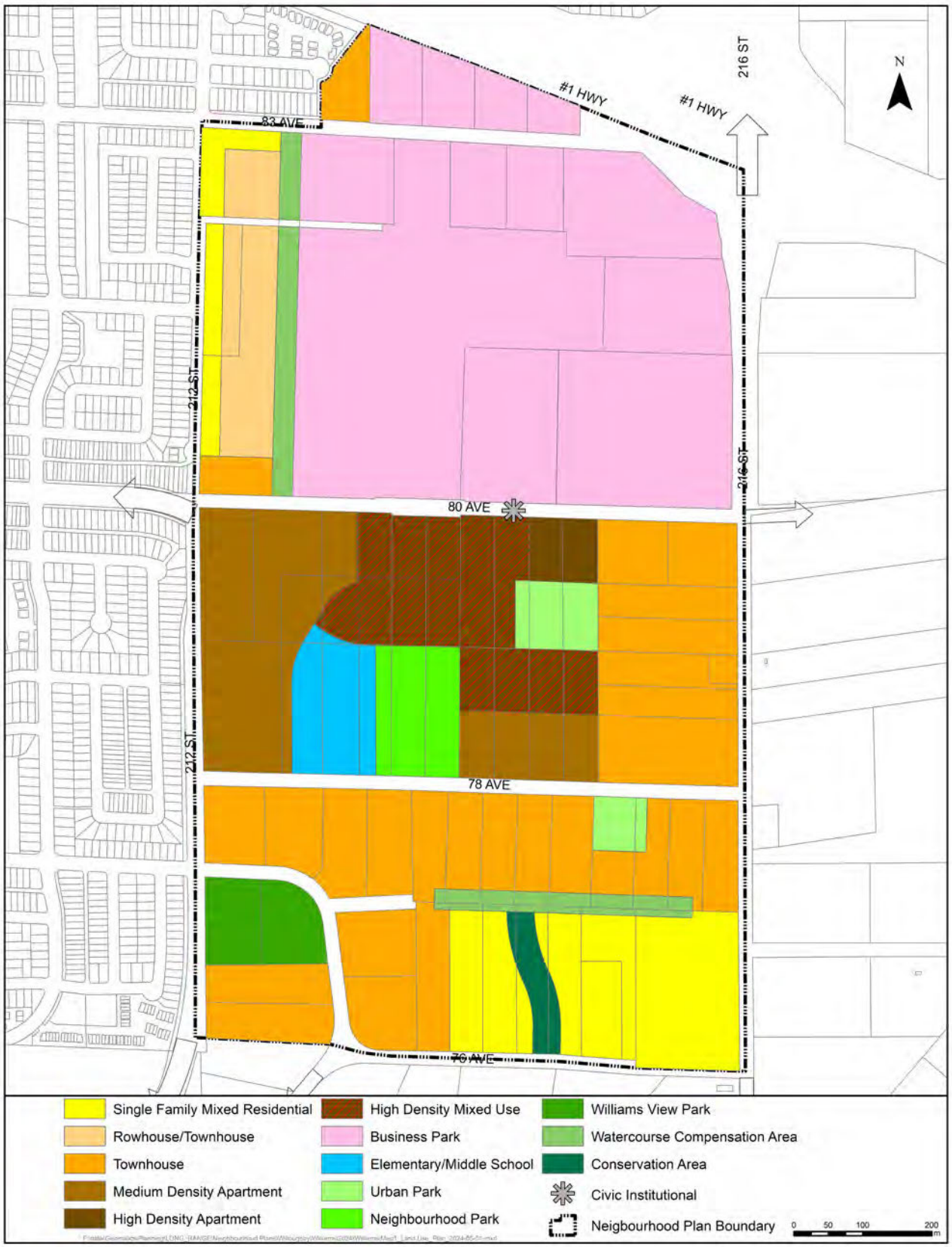
    a. Non-disturbance setbacks
    b. Driveway access/ location
    c. Building setbacks
    d. Restriction of on-street parking
    e. Exterior Design Control Agreements for single family developments

15. Register a restrictive covenant on title for the maintenance of the Pedestrian Connections and Interface Buffers. The covenant shall address preventing developments construction or placement of any barriers – physical or psychological (i.e., fences, gates, signage, etc.) that would prevent or discourage public access through the Pedestrian Connections.

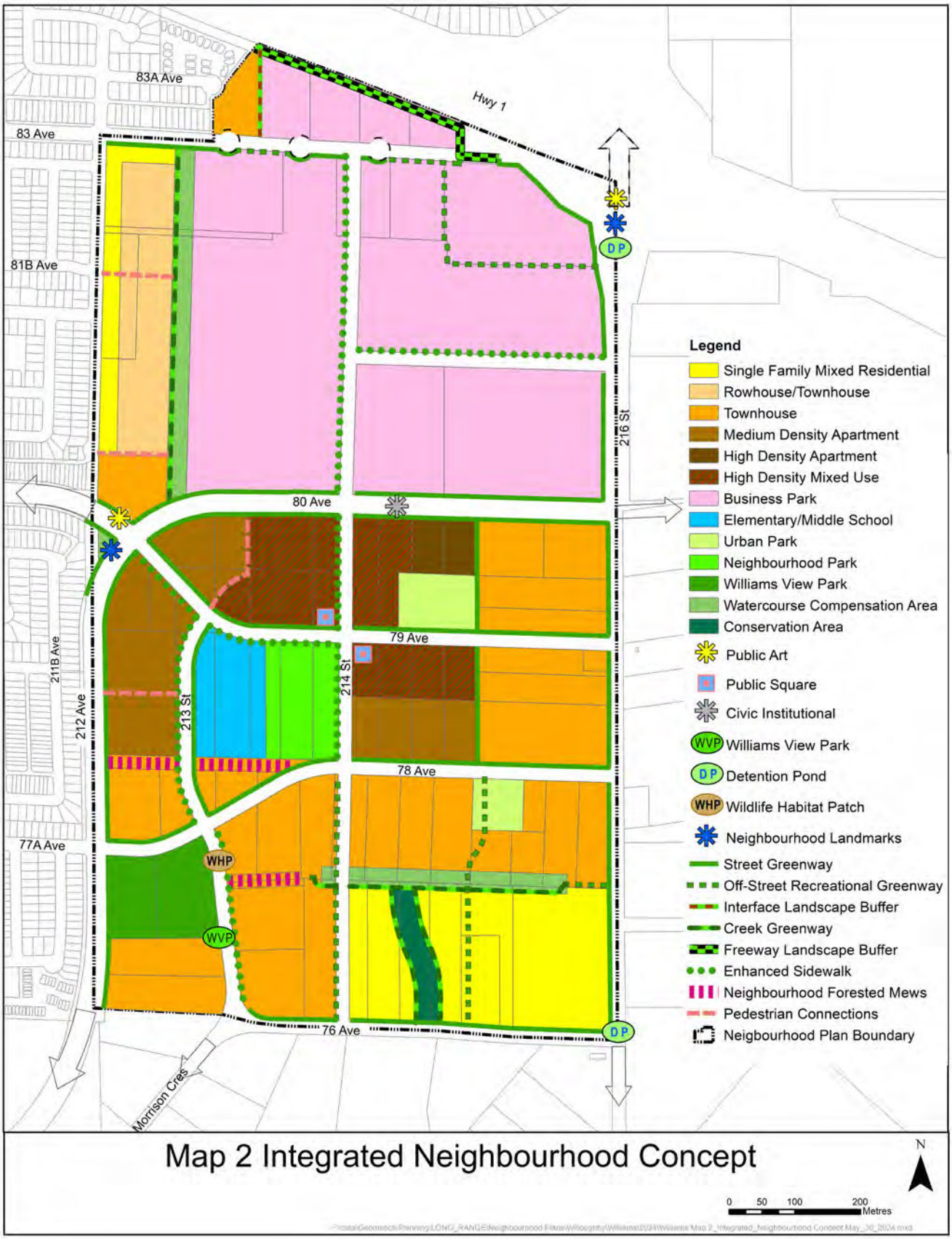
16. Pay rezoning, development permit and neighbourhood planning fees and amenity fees in accordance with the Williams Amenity Zoning Policy as amended from time to time.

MAPS

Map 1 | Williams Land Use Plan



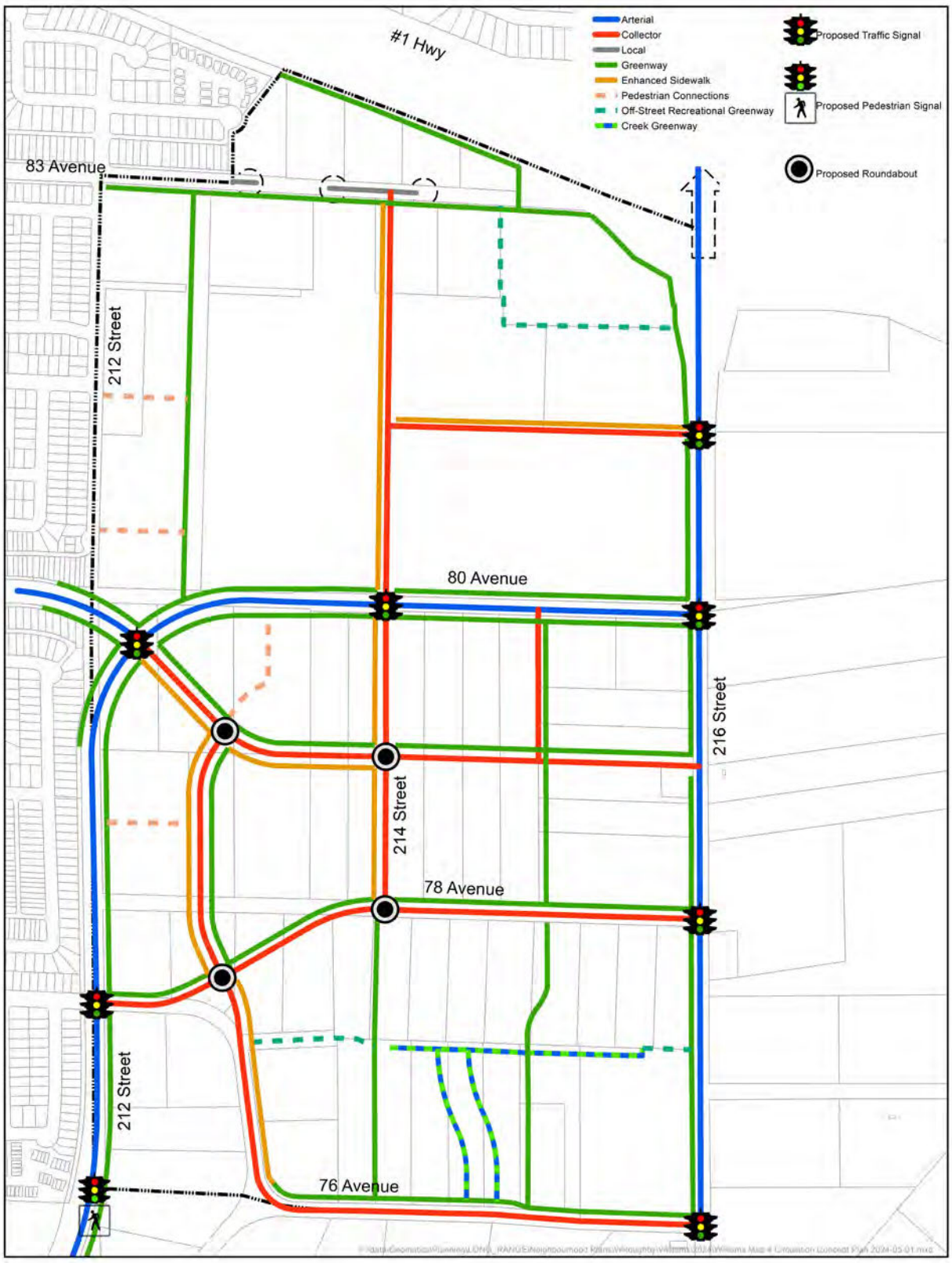
Map 2 | Integrated Neighbourhood Concept



Map 3 | Williams Riparian Areas Setbacks



Map 4 | Williams Circulation Concept Plan



Township of Langley
Est. 1873

M E M O R A N D U M

TO:	MAYOR AND COUNCIL	**DATE:**	MAY 27, 2024
FROM:	ENGINEERING AND RECREATION, ARTS AND CULTURE DIVISIONS	**FILE NO:**	0810-30
SUBJECT:	SALISHAN PLACE BY THE RIVER UPDATE		

As requested by Council, below is an update on the progress of the salishan Place by the River (salishan Place) construction project, along with the anticipated opening timelines.

With the support of Council and the dedicated efforts of the project team, we are on track to meet our target gradual opening in October 2024, aligning with the approved 2024 budget.

The anticipated opening timelines are contingent upon the receipt of occupancy from our contractor, a milestone that will kickstart the activity of bringing salishan Place to life. Once occupancy is achieved, Township staff will take action, ensuring that every aspect of the facility meets our standards and is ready for public use.

Based on the current lead times, the process of becoming fully operational is anticipated to take approximately 7 to 8 months. For instance, if occupancy is obtained by the end of May 2024, we should be fully operational by February 2025.

Moving into the building will occur in phases, with some components proceeding sequentially while others can be executed simultaneously.

1. **Fort Langley Library Relocation**: The library has already moved out of its previous location and is currently operating a pop-up service at the entrance of the Langley Centennial Museum. With the new library within SPR having its own exterior entrance, our priority is to facilitate its relocation as soon as possible. This process will be independent and estimated to last 2 - 4 weeks.

2. **Phase-by-Phase Opening**: Once occupancy is received, staff will have portions of the building, such as the reception hall, theatre, outdoor event areas, and multi-purpose rooms, ready for booking as early as November. Staff will also be working to determine the third-party operations of Food and Beverage.

3. **Museum Systems Validation:** The next phase will include staff inspections to validate the functionality of museum-related systems. Given the delicate nature of the artifacts and collections, meticulous attention will be paid to essential components like climate control systems. Additionally, Township staff will focus on finalizing details such as thorough space cleaning, installing signage, and updating security measures. Upon confirming occupancy, timelines will be established to ensure prompt delivery of remaining equipment and fixtures within 8 -12 weeks.

4. **Collection Move and Final Setup**: Additional subsequent phases include the significant and final setup of office and storage spaces, the setup of the printmaking room, the move of the collection, and the setup of public facing displays. The collection relocation follows strict museum standards and constitutes a substantial portion of the allotted timeframe, from 24 to 30 weeks.

As the facility's opening progresses, soft openings in each area will be coordinated with Mayor and Council and other invaluable stakeholders. We look forward to opening this vibrant hub that will enrich our community for years to come.

Township of Langley
Est. 1873

M E M O R A N D U M

TO:	MAYOR AND COUNCIL	**DATE:**	JUNE 10, 2024
FROM:	PERMITS, LICENCES & INSPECTIONS DIVISION	**FILE NO:**	6300-01
SUBJECT:	UNAUTHORIZED TREE REMOVAL – 23946 - 62A CRES		

The purpose of this memorandum is to provide Mayor and Council information further to a Delegation Request coming forward on June 10, 2024. The owner of the property at 23946 - 62A Crescent, has requested to appear as a Delegation at the June 10, 2024, Regular Meeting of Council regarding the cost of the tree removal permit, TP001549, for trees that were unlawfully removed from the property.

Please refer to the attached addendum for the chronological events surrounding the investigation of the removal of the ten trees for the subject property.

As per the Tree Protection Bylaw 2019 No. 5478, the fees for the tree removal without permit were calculated to be $105,150.00. Bylaw Offence Notices issued were $500.00 per tree, total amount fine, $5,000.00

ATTACHMENT A	Email complaint received FOIPPA s.22(1)
ATTACHMENT B	Complainants photo’s
ATTACHMENT C	Bylaw Investigation including photo’s
ATTACHMENT D	Bylaw Enforcement Letter with Offence Notices B046719-28
ATTACHMENT E	Letter mailed to owners requesting owners to attend Permits, Licences and Inspections
ATTACHMENT F	Second letter to owners requesting application
ATTACHMENT G	Third letter to owner, outlining penalty
ATTACHMENT H	Email received from owner regarding letters, and staff response

Chronology of Correspondence/Discussion/Contacts
Property Located at 23946 62A Cres – Unauthorized Tree Removal

Date	Event
April 10, 2024	Email complaint received from neighbour advising that trees were removed from property located at 23946 62A Cres. **ATTACHMENT A**
April 11, 2024	Site inspection scheduled for Bylaw Officer, Rai, to attend and investigate.
April 11, 2024	Complainant provided additional photos of tree removal. **ATTACHMENT B**
April 11, 2024	Site visit by Bylaw Enforcement Officer, Rai, who attended property and spoke with the owner, who identified himself as Thomas Kreisz. Officer Rai explained the reason for visit, when Mr. Kreisz informed that he had only trimmed the trees, Officer Rai requested to be shown these trees. Mr. Kreisz then demanded Officer Rai leave the property immediately. Officer Rai provided a verbal notice that he would return and enter onto the property to conduct an inspection. Officer Rai then left the property.
April 13, 2024	Officer Rai, provided staff an email detailing the result of his site inspection, including pictures taken at the site and the photo's provided by the complainant. **ATTACHMENT C**
April 16, 2024	Officer Rai provided ten bylaw offence notices, one for each tree determined to have been removed from site.
April 22, 2024	Bylaw Enforcement letter was mailed which included ten bylaw offence Notices, B046719, B046720, B046721, B046722, B046723, B046724, B046725, B046726, B046727 and B046278. **ATTACHMENT D**
April 24, 2024	Letter mailed to the owners requesting they attend the Permits, Licences and Inspections Department by May 3, 2024, to submit an application for the ten trees removed without permit. **ATTACHMENT E**
May 10, 2024	A second letter to the owners, requesting they attend the Permits, Licences and Inspections Department by May 24, 2024, to submit an application for the ten trees removed without permit. Failure to comply would result in further action. **ATTACHMENT F**
May 29, 2024	Third letter to owner, outlining the fees required due to the unauthorized removal of ten trees. **ATTACHMENT G**
June 3, 2024	Owner called, received letter regarding the unauthorized removal of the ten trees. Owner wanted to know if penalty could be reduced, advised that staff were not able to provide a relief in payment, the penalty was determined as per the Fees and Charges Bylaw. The bylaw permitted owners/builders the option to appear before council to request reconsideration. Advised the owner that the information would be provided to him via email. Email forwarded to owner, providing the link "Present to Council' and the link to the page for Tree Protection and Removal. **ATTACHMENT H**
June 3, 2024	Owner email inquiring on the form or format for the application. Responded to owner via email, informing him that the link would provide the form that is required. Provided him the Legislative Services phone number.

Diane Brown

From: Trees
Sent: Thursday, April 11, 2024 8:37 AM
To: FOIPPA s. 22(1)
Subject: RE: [EXTERNAL] 23946 62A CRES - Tree Removal

Good morning, FOIPPA s. 22(1)

Thank you for your email, we will have aIBy aw Officer attend to investigate.

Diane

Diane Brown (she/her) | **Administration and Business Services Assistant**
PLI Administration
20338 – 65 Avenue, Langley, BC V 3J1
Office: 604-533-6096
tol.ca | eNews | Social

Township of Langley

From: FOIPPA s. 22(1)
Sent: Wednesday, April 10, 2024 12:03 PM
To: Trees <trees@tol.ca>
Subject: [EXTERNAL] 23946 62A CRES - Tree Removal

I've seen that this property has been removing their trees as shown in the photos. Didn't see a permit on the Tree Permit Activity Page.

ATTACHMENT B







Diane Brown

From: Sandip Rai
Sent: Saturday, April 13, 2024 7:31 PM
To: Diane Brown
Subject: Tree - Unlawful Removal 23946 62A Cres - April 11
Attachments: 23946 62A Cres - April 11 (1).jpg; 23946 62A Cres - April 11 (2).jpg; 23946 62A Cres - April 11 (3).jpg; 23946 62A Cres - April 11 (4).jpg; 23946 62A Cres - April 11 (5).jpg; 23946 62A Cres - April 11 (6).jpg; 23946 62A Cres - April 11 (7).jpg; 23946 62A Cres - April 11 (8).jpg; 23946 62A Cres - April 11 (9).jpg; 23946 62A Cres - April 11 (10).jpg; 23946 62A Cres - Google Street View Screenshot - May 2023.JPG; 23946 62A Cres - Satellite Map.pdf

Hi Diane,

On 2024/04/11 at 16:43 hrs, BLEO RAI attended the property to investigate allegations received by the Permits, Licences and Inspections Division that stated protected trees on the property had been removed. At the time of arrival, RAI observed that there was no active tree removal occurring. RAI did observe a significant amount of tree branches scattered around the western portion of the yard.

RAI met with a male occupant of the dwelling. He identified himself as Thomas KREISZ. RAI informed KREISZ on the reason for the site visit. KREISZ claimed that they had only trimmed some branches. When RAI asked KREISZ if he could show RAI which trees had been trimmed, KREISZ demanded that RAI leave the property immediately. RAI informed KREISZ that this conversation was a verbal notice that RAI would return and enter onto the property to conduct an inspection of the property in 24 hrs. RAI then left the property.

RAI returned to his vehicle and reviewed satellite photos of the property, Google Street View and photos provided by the complainant. RAI determined that the protected trees that were cut were located near the northern property line adjacent to 62A Cres. RAI determined that 10 protected trees had been removed west of the western driveway. The stumps and most of the trunks had been removed from the site already. Small hedges had been planted in the location that the trees were formally located. RAI was unable to determine if the trees were located on the boulevard, the property or straddling the property line. From Google Street View, the trees appear to be located north of the fence located on the western neighbour's property.

As most of the trunks had been removed and were not in the pile in the western portion of the yard and the trees were removed from an area near the property line, RAI determined that entering onto the property in 24 hrs was not prudent. Also, RAI would not be able to tag anything as the trunks and stumps were no longer present. Based on the Street View RAI determined that the trees had a DBH larger than 20 cm and would be considered protected. The removal would have required a permit issued by the Township of Langley. No permit was issued.

Tree	TOL Tree Number	DBH	Location: Boulevard or Private Property	State of Tree	Ticket number
1	N/A	Unknown	Unable to Determine	Total removal from site	Pending
2	N/A	Unknown	Unable to Determine	Total removal from site	Pending
3	N/A	Unknown	Unable to Determine	Total removal from site	Pending
4	N/A	Unknown	Unable to Determine	Total removal from site	Pending

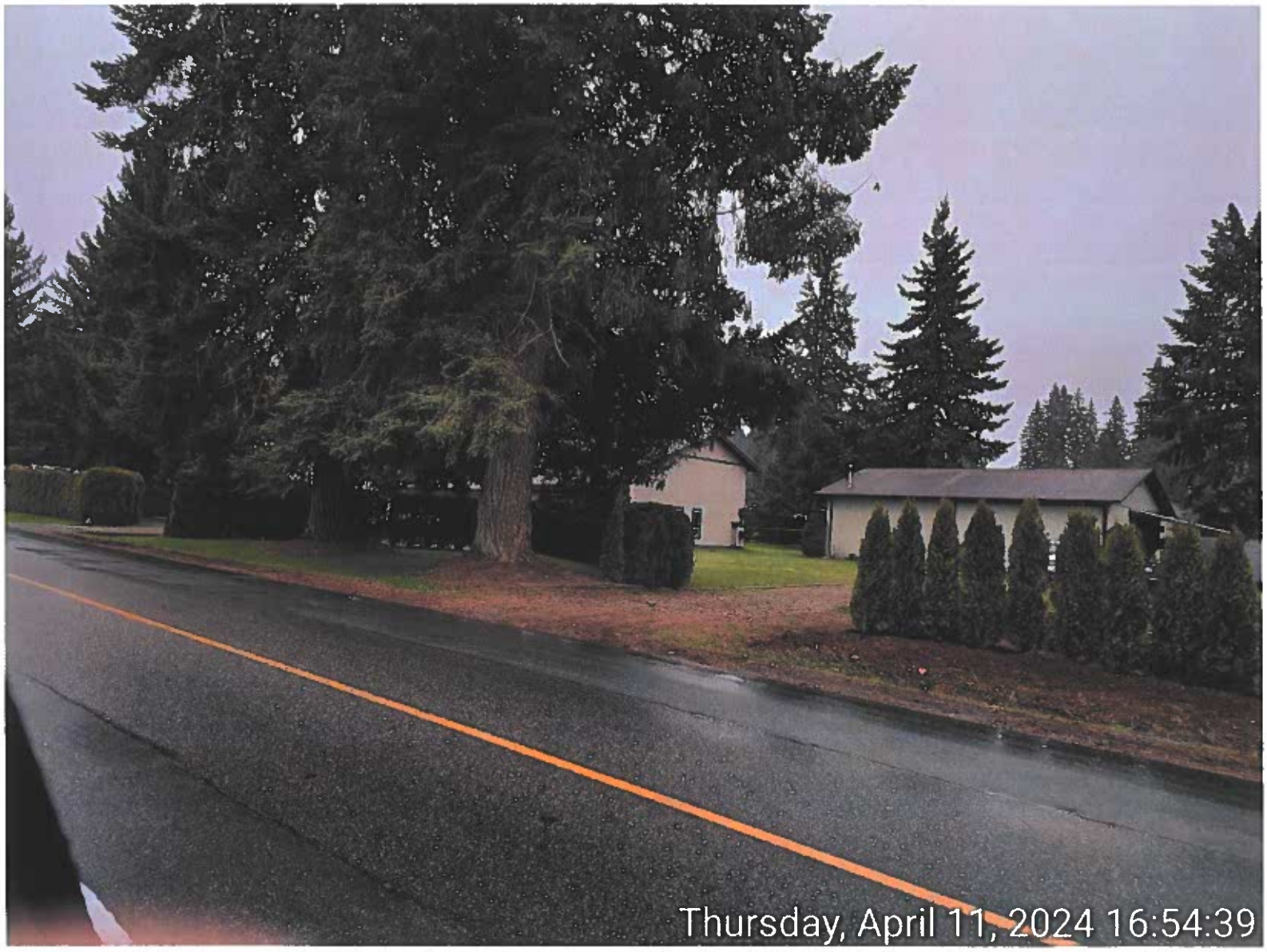
5	N/A	Unknown	Unable to Determine	Total removal from site	Pending
6	N/A	Unknown	Unable to Determine	Total removal from site	Pending
7	N/A	Unknown	Unable to Determine	Total removal from site	Pending
8	N/A	Unknown	Unable to Determine	Total removal from site	Pending
9	N/A	Unknown	Unable to Determine	Total removal from site	Pending
10	N/A	Unknown	Unable to Determine	Total removal from site	Pending

Photos of the observation, satellite images and a screenshot of Google Street View are attached.

Regards,

Sandip Rai (he/him) | Bylaw Enforcement Officer
Bylaw Enforcement Department | Bylaw, Legal, and Strategic Implementation
Township of Langley
20338 - 65 Avenue, Langley, BC V2Y 3J1
Office: 604-532-3522
tol.ca | eNews | Social

Township of Langley


Thursday, April 11, 2024 16:54:39


Thursday, April 11, 2024 16:48:50


Search Google Maps
Tree 1
Tree 2
Tree 3
Tree 4
Tree 5
Tree 6
Tree 7
Tree 8
Tree 9
Tree 10

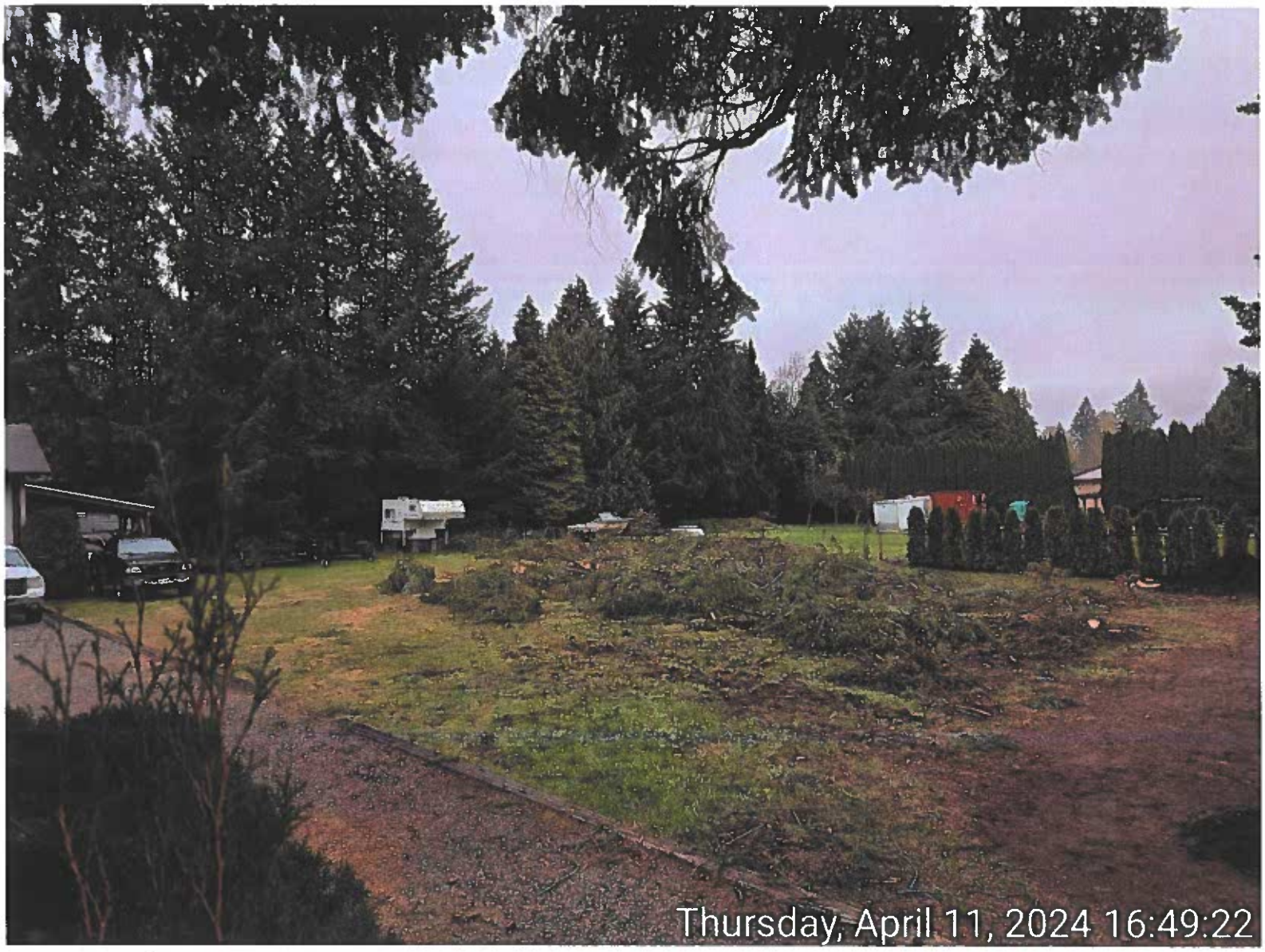

Thursday, April 11, 2024 16:48:52

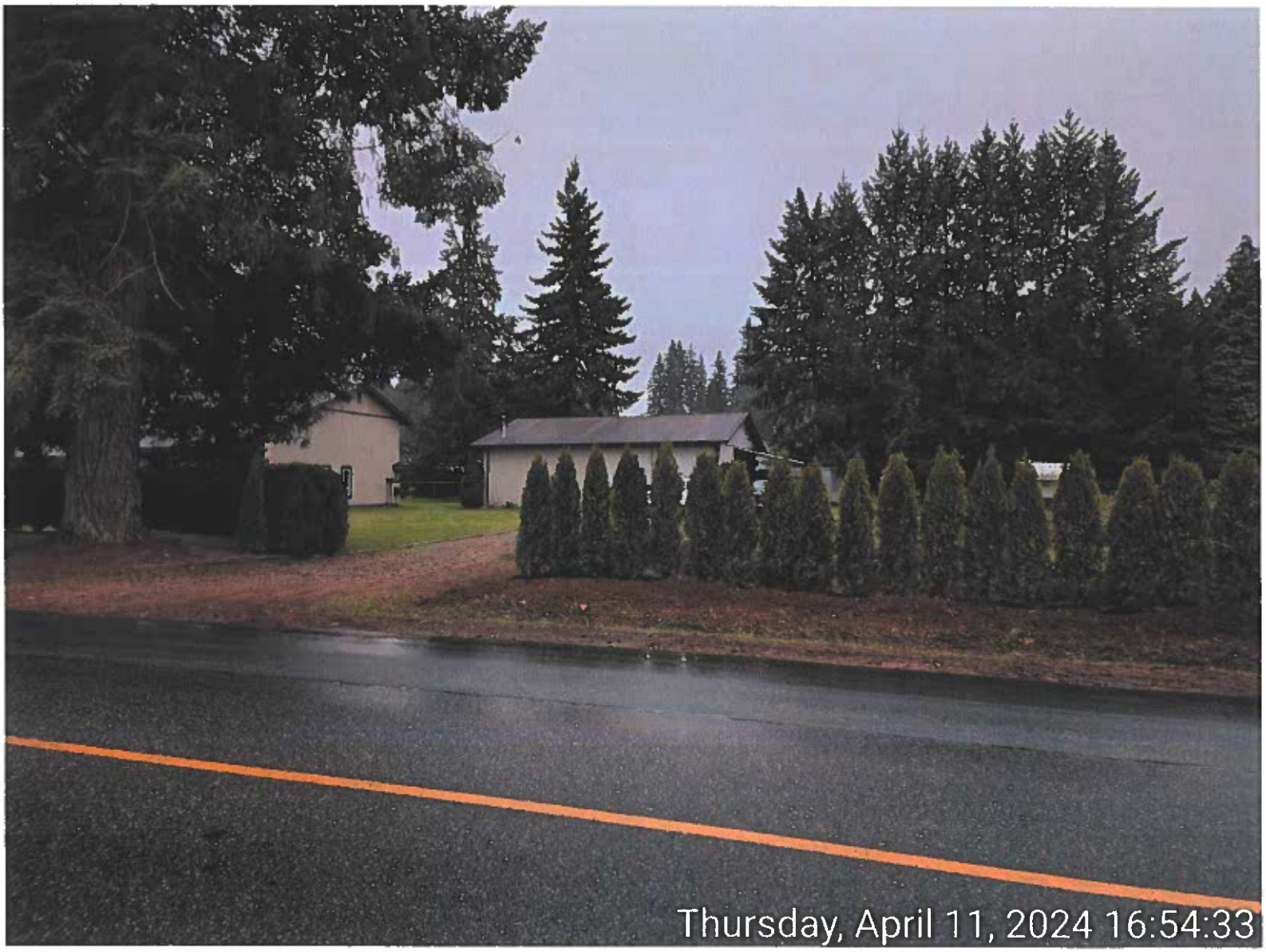

Thursday, April 11, 2024 16:48:54


Thursday, April 11, 2024 16:48:58


TRAILTECH
Thursday, April 11, 2024 16:49:05


Thursday, April 11, 2024 16:49:17


Thursday, April 11, 2024 16:49:22


Thursday, April 11, 2024 16:54:33


Thursday, April 11, 2024 16:54:35

Township of Langley

Est. 1873

April 22, 2024

Folder No: TP001549

KREISZ THOMAS T
FOIPPA s. 22(1)
23946 62A CRES
LANGLEY BC V2Y 2G5

Dear Property Owners:

Re: Property Located at 23946 62A Ave, Langley, BC
Issuance of a Bylaw Offence Notices – Ticket Nos. B046719 - B046728

During a recent site inspection, on April 11, 2024, it was noted that the property is not in compliance with Tree Protection Bylaw 2019 No. 5478, Section 5, which in part states:

> *A person must not cut or remove any protected tree, or cause, suffer or permit any protected tree to be cut or removed, except in accordance with the terms and conditions of a valid permit issued under this bylaw.*

Enclosed are Bylaw Offence Notices **B046719 - B046728**

Please see the back of the Bylaw Offence Notice regarding payment and further information.

If you require additional information, please contact the Permits, Licences & Inspections Division at 604 533-6018.

Regards,

Diane Brown
ADMINISTRATION & BUSINESS SERVICES
PERMITS, LICENCES & INSPECTIONS

Enclosure

B 046720

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON
KREISZ		☐
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23946 62A CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 1G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 21 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:43

AT OR NEAR 23946 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73152

SIGNATURE _____

SEE REVERSE FOR PAYMENT OPTIONS OR IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS NOTICE

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

FILE COPY

B 046719

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON
KREISZ		☐
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23946 62A CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 1G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 21 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:40

AT OR NEAR 23946 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73152

SIGNATURE _____

SEE REVERSE FOR PAYMENT OPTIONS OR IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS NOTICE

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

FILE COPY

B 046722

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME	☐ YOUNG PERSON
KREDZ	

GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		

ADDRESS
25946 62A CRES

CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 24 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:43

AT OR NEAR 25946 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73952

SIGNATURE _____

SEE REVERSE FOR PAYMENT OPTIONS OR IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS NOTICE

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

FILE COPY

B 046721

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME KREDZ ☐ YOUNG PERSON

GIVEN NAMES (OR CORPORATE NAME CONTINUED) THOMAS GENDER M / F BIRTHDATE (yy mm dd)

ADDRESS 25946 62A CRES

CITY LANGLEY PROVINCE BC POSTAL CODE V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 24 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:43

AT OR NEAR 25946 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73952

SIGNATURE _____

SEE REVERSE FOR PAYMENT OPTIONS OR IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS NOTICE

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

FILE COPY

Langley

B 046724

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME	☐ YOUNG PERSON
KREISZ	

GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		

ADDRESS
23946 62A CRES

CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 24 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:43

AT OR NEAR 23946 62A CRES (STREET ADDRESS) the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5178

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500

ISSUING OFFICER 73952

SIGNATURE _____

SEE REVERSE FOR PAYMENT OPTIONS OR IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS NOTICE

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FILE COPY

Langley

B 046723

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME	☐ YOUNG PERSON
KREISZ	

GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		

ADDRESS
23946 62A CRES

CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 24 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:43

AT OR NEAR 23946 62A CRES (STREET ADDRESS) the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5178

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500

ISSUING OFFICER 73952

SIGNATURE _____

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FILE COPY

Langley

B 046626

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON ☐
KREIST		
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23940 62A CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 21 mm 04 dd 11 AT THE TIME OF (24hr clock) 16:45

AT OR NEAR 23940 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73952

SIGNATURE _____

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FILE COPY

Langley

B 046725

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON ☐
KREIST		
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23940 62A CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 21 mm 04 dd 11 AT THE TIME OF (24hr clock) 15:45

AT OR NEAR 23940 62A CRES (STREET ADDRESS), the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5478

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.00

ISSUING OFFICER 73952

SIGNATURE _____

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FILE COPY

Township of Langley

B 046628

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON
KREISZ		
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23946 GLA CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 19 mm 04 dd 11 AT THE TIME OF (24hr clock) 14 : 43

AT OR NEAR 23946 GLA CRES (STREET ADDRESS) the Township of Langley, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5178

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.-

ISSUING OFFICER 73752

SIGNATURE _____

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FILE COPY

Langley

B 046627

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO

SURNAME OR CORPORATE NAME		YOUNG PERSON
KREISZ		
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (yy mm dd)
THOMAS		
ADDRESS		
23946 GLA CRES		
CITY	PROVINCE	POSTAL CODE
LANGLEY	BC	V2Y 2G5

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____

COLOUR _____ LICENCE NO. _____ PROVINCE _____

VIN NO. _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT DATE OF OFFENCE yy 19 mm 04 dd 11 AT THE TIME OF (24hr clock) 14 : 43

AT OR NEAR 23946 GLA CRES (STREET ADDRESS) the Township of Langley, PROVINCE OF BRITISH COLUMBIA

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TOWNSHIP OF LANGLEY TREE PROTECTION BYLAW 2019 NO. 5178

BYLAW NAME

DESCRIPTION OF OFFENCE	SECTION	PENALTY
CUT OR REMOVE OR CAUSE SUFFER OR PERMIT ANY PROTECTED TREE TO BE REMOVED WITHOUT A VALID PERMIT	5.1	$ 500.-

ISSUING OFFICER 73752

SIGNATURE _____

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FILE COPY

Township of Langley

Est. 1873

April 24, 2024

KREISZ THOMAS T
FOIPPA s. 22(1)
23946 62A CRES
LANGLEY BC V2Y 2G5

Dear Property Owners:

RE: Unlawful Tree Removal 23946 62A Cres, Langley BC (the "Lands")

During a recent site inspection, April 11, 2024, staff confirmed that ten (10) protected trees were removed without permit, from the Lands. Property owners must not cut or remove any protected tree without a valid permit issued under the Tree Protection Bylaw.

Removing protected trees without a valid permit is in contravention of Tree Protection Bylaw 2019 No. 5478:

> A "Protected Tree" is defined as: *any tree, including multi-stemmed trees, within the Township, regardless of species, having a dbh of 20 centimetres or more or, where measurement of the dbh at 1.4 metres from the ground is impossible or impractical, the dbh shall be measured at the natural grade of the ground;*

Prior to **May 3, 2024**, please provide to the Permits, Licences and Inspections Department a Tree Removal permit application. Attached is a copy of the application for your convenience.

For further information, feel free to contact me at 604.533.6096 or dbrown@tol.ca.

Regards,

Diane Brown
ADMINISTRATION & BUSINESS SERVICES
PERMITS, LICENCES & INSPECTIONS

Encl.

Township of Langley
Est. 1873

May 10, 2024

KREISZ THOMAS T
FOIPPA s. 22(1)
23946 62A CRES
LANGLEY BC V2Y 2G5

Dear Property Owners:

RE: Unlawful Tree Removal 23946 62A Cres, Langley BC (the "Lands")

This letter serves as a follow-up on our letter dated April 24, 2024. A recent site inspection conducted on April 11, 2024, confirmed the unauthorized removal of ten (10) protected trees from the Lands. A tree removal permit application was to have been submitted no later than May 3, 2024. To date, no application has been received.

Property owners are prohibited from cutting or removal of any protected tree without a valid permit issued under the Tree Protection Bylaw 2019 No. 5478.

Prior to **May 24, 2024**, please provide to the Permits, Licences and Inspections Department a Tree Removal permit application. For further information on how to apply for your tree permit, please visit our website at tol.ca. Failure to comply with this request will result in further action.

For further information, feel free to contact me at 604.533.6096 or dbrown@tol.ca.

Regards,

Diane Brown
ADMINISTRATION & BUSINESS SERVICES
PERMITS, LICENCES & INSPECTIONS

Township of Langley

Est. 1873

May 29, 2024

KREISZ THOMAS T
FOIPPA s. 22(1)
23946 62A CRES
LANGLEY BC V2Y 2G5

FOLDER NO.: TP001549

Dear Owners:

Re: Unauthorized Tree Removal
23946 62A Cres, Langley BC (the "Lands")

We write further to the recent requests by Township staff to attend the Permits, Licences and Inspections Division with regards to the unauthorized removal of ten trees.

Upon Township's inspection, conducted on April 11, 2024, it was confirmed that ten (10) protected trees (all of which are protected trees under the Township's Tree Protection Bylaw 2019 (the "Tree Bylaw")) were unlawfully removed from the Lands. This action was carried out on your part without a valid tree removal permit and in direct violation to the Tree Bylaw. Your actions were unacceptable and will not be tolerated by the Township.

As a result, you are required to attend the Permits, Licences and Inspections Division by **June 7, 2024**, to submit payment for the removal of the trees. Fees were calculated as per the Fees and Charges Bylaw 2021 and are as follows:

Application Fee: $150.00

Permit Fee: to cut/remove protected trees without permit - $25,000.00 (10 trees x $2,500.00 per tree)

Cash-In-Lieu fee for protected trees removed without permit - $80,000.00 (10 trees x $8,000.00)

Total fees resulting from unauthorized tree removal is **$105,150.00**

Failure to comply with the above noted request will result in the Township pursuing further legal action to bring the Lands into compliance with Township Bylaws.

For further information please contact Diane Brown at 604-533-6096 or by email at dbrown@tol.ca.

Regards,

Roberto Cesaretti
DIRECTOR – PERMITS, LICENCES & INSPECTIONS

CC – KREISZ, FOIPPA s. 22(1)

From: Diane Brown
To: Thomas Kreisz
Subject: RE: 123946 62A Ave
Date: Monday, June 03, 2024 3:13:00 PM
Attachments: image001.jpg

Good afternoon,

On the link provided below, Present to Council, there is a delegation request form towards the bottom of the page. You must provide this form to appear before Council. The phone number is listed on the form, which is the Legislative Services Department, 604-533-6011.

Regards,

Diane

Diane Brown (she/her) **| Administration and Business Services Assistant**
PLI Administration
20338 – 65 Avenue, Langley, BC V2Y 3J1
Office: 604-533-6096
tol.ca | eNews | Social



From: Thomas Kreisz FOIPPA s.22(1)
Sent: Monday, June 3, 2024 1:29 PM
To: Diane Brown <dbrown@tol.ca>
Subject: Re: 123946 62A Ave

External email. Verify sender and confirm content is safe.

Good afternoon,

I do have a question regarding the application for reconsideration. Is there a form or format in which the application needs to be filled out? And what is the contact information of the municipal clerk?

On Mon, Jun 3, 2024 at 1:03 PM Diane Brown <dbrown@tol.ca> wrote:

> Good afternoon,
> Further to our conversation, please note that as per the Tree Protection Bylaw 2019 No. 5478, when owners/applicants are dissatisfied with the decision or requirements of the Bylaw, owners are permitted to apply to the Municipal Council for reconsideration of the matter within 30 days of the requirement or decision being communicated to you.
> An application for reconsideration must be delivered in writing to the Municipal Clerk and

must set out the grounds upon which the applicants consider the requirement or decision of the Municipality is inappropriate and what, if any, requirement, or decision the applicant or owners considers the Council ought to substitute.
If you wish to appear as a delegate before Township of Langley Council, please refer to our Present to Council page for further information and the delegation request form. The next opportunity to appear before Municipal Council will be **June 10,2024** . The requirements of the Tree Permit, **TP001549**, will be adjusted to accommodate this date.
For additional information regarding Tree Protection and Removal, please visit our website.
Any questions, please respond to this email.
Regards,

Diane

Diane Brown (she/her) **| Administration and Business Services Assistant**
PLI Administration
20338 – 65 Avenue, Langley, BC V2Y 3J1
Office: 604-533-6096
tol.ca | eNews | Social



Township of Langley
Est. 1873

M E M O R A N D U M

TO:	MAYOR AND COUNCIL	**DATE:**	JUNE 5, 2024
FROM:	RECREATION, ARTS AND CULTURE DIVISION	**FILE NO:**	7710-01
SUBJECT:	JUNE 9 CLOSURE AT WALNUT GROVE COMMUNITY CENTRE DUE TO HYDRO MAINTENANCE		

This is to provide Mayor and Council with information about the upcoming facility shutdown at Walnut Grove Community Centre (WGC) on Sunday, June 9.

BC Hydro has informed the Township of a required high priority shutdown of the power in the local area that will affect the operations at WGC for most of the day on Sunday, June 9.

WGC will be closed until 4:30pm and will open the Fitness Centre and Gymnasium from 4:30pm to Close. Due to the time needed to cycle the pool water and bring the pool chemistry to operating standards, the pool will remain closed on Sunday and reopen for use on the Monday, June 10 morning with normal hours and operation.

The public have been notified of the closure via posted signage, Township website, and social media channels. Customers have access to other Township facilities during this one-day closure including Aldergrove Community Centre and W.C. Blair Recreation Centre.

Township of Langley

Est. 1873

SENIORS ADVISORY COMMITTEE

Wednesday, May 15, 2024 at 7:00pm
Nicomekl River Meeting Room
4th Floor, 20338-65 Avenue, Langley, BC

MINUTES

Present:
S. Baker, Community Co-Chair
Councillor T. Baillie, Council Co-Chair

P. Chhina, S. Hedao, K. Ludlam, A. Nierop, and T. Taylor

Fraser Health Representative:
A. Chin

In Attendance:
P. Crump, Langley Seniors in Action

Staff:
A. Jensen, Manager, Strategic and Social Planning
K. Stepto, Recording Secretary

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Seniors Advisory Committee – May 15, 2024

Moved by S. Hedao,
Seconded by K. Ludlam,
That the Seniors Advisory Committee approve the agenda and receive the agenda items of the May 15, 2024 meeting.
CARRIED

B. ADOPTION OF MINUTES

1. Seniors Advisory Committee – April 17, 2024

Moved by S. Hedao,
Seconded by T. Taylor,
That the Seniors Advisory Committee adopt the Minutes of the April 17, 2024 meeting.
CARRIED

C. DELEGATIONS AND PRESENTATIONS

1. Indira Riadi, United Way, Regional Community Developer, Healthy Aging, Community Impact & Investment

I. Riadi provided a presentation regarding "Aging in Uncertainty: The Growing Housing Crisis for BC Seniors". She noted that the right to adequate housing has been recognized as a basic human right internationally since the United Nations' 1948 Universal Declaration of Human Rights. Lack of housing has a negative impact on physical and mental health. The following was noted:

- 20% of the population in BC in 2022 were seniors.
- average monthly rental cost of a one-bedroom apartment in BC in 2010 was $871.00, and the cost has risen to $1,432.00 in 2022.
- average rental cost of a one-bedroom in Langley in 2023 was $1,857.00.
- 47% of senior-led renter households in Langley are spending 30% or more of their income on housing.
- 21% of senior-led renter households are spending 50% or more and are at risk of homelessness.
- a 70-year-old senior who is dependent on government benefits would be required to spend 78% of their income to rent a one-bedroom apartment.

The United Way prepared a report with the following goals and recommendations for all age-groups, including seniors:

1. Increase access to subsidized rent-geared-to-income housing for low-income people.
2. Retain the existing stock of low-income rental housing for all age groups.
3. Develop multisectoral community tables to identify common housing issues.
4. Increase the financial assistance for low and moderate-income seniors living in private market rental housing.
5. Increase access to housing with support.
6. Ensure that housing navigation supports are accessible.

The Senior Housing Working Group is a committee that was established to influence policy on affordable housing as it relates to seniors in BC. They meet every 1-2 months.

D. REPORTS

1. Co-Chair Reports

S. Baker reported that she attended the Transportation Mobility Strategy Open House and reminded SAC members to provide their input on seniors' needs.

She further noted that she attended the Poverty Reduction Task Group meeting where they discussed digital literacy, which can be an issue for seniors. If the local newspaper disappears, it will be difficult for some seniors to receive information on emergency services such as cooling and warming centres during extreme weather events.

D. REPORTS

Discussion ensued regarding creating a brochure that provides information on how to receive assistance during an emergency, and locations of cooling and warming centres etc. The following comments were provided:

- Is this something the Township communications department could create?
- Has a brochure already been created by another agency?
- What would it cost to do a mail drop of these brochures?
- Could the brochures be included with the tax notices?

Action: Staff to look into the potential of a brochure being created and the best method for sending the brochure to seniors.

COUNCIL
Moved by S. Hedao,
Seconded by P. Chhina,
That the Seniors Advisory Committee recommends that Council direct staff to apply a senior's lens towards all emergency services response planning.
CARRIED

E. CORRESPONDENCE

F. WORK PROGRAM

1. Housing

A. Chin reported that a new Seniors Independent Living facility is being built in Aldergrove and that Fraser Health will have 97 units.

2. Transportation Mobility and Access

No report.

G. COUNCIL REFERRALS

H. OTHER BUSINESS AND ITEMS FOR INFORMATION

1. Seniors Week Tea Parties

A. Jensen reported that Tea Parties will take place during Seniors Week on June 4 at Murrayville Community Hall and June 6 at West Langley Hall.

2. Willoughby Community Centre Open House

A. Jensen encouraged SAC members to attend the Open House for a proposed Willoughby Community Centre on May 23 from 2:30 – 9:00pm at Yorkson Creek Middle School.

I. NEXT MEETING

Date: Wednesday, June 19, 2024
Location: Salmon River Committee Room
4th Floor, 20338-65 Avenue, Langley, BC
Time: 7:00pm

J. TERMINATE

The meeting terminated at 9:00pm.

CERTIFIED CORRECT:

Community Representative Co-Chair

Council Representative Co-Chair

Township of Langley
Est. 1873

MAYOR'S TASK FORCE ON THE LANGLEY REGIONAL AIRPORT

May 23, 2024 at 4:00pm
Salmon River Meeting Room
4th Floor, 20338 – 65 Avenue, Langley, BC

M I N U T E S

Present:
Mayor E. Woodward, Chair

Councillor T. Baillie, Councillor M. Pratt, J. Gerein, G. Guest and R. Reynolds

Staff:
C. Konrad, Municipal Solicitor
C. Madill, Airport Manager
P. Sihota, Assistant Airport Manager
J. Crees, Airport Business Coordinator
M. Driedger, Manager, Strategic Implementation

Guests:
S. Walker, Langley Airport Advisory Association
A. Neilson, Neilson Strategies Inc.

A. APPROVAL AND RECEIPT OF AGENDA ITEMS

1. Mayor's Task Force on the Langley Regional Airport – May 23, 2024

Moved by Councillor Pratt,
Seconded by G. Guest,
That the Mayor's Task Force on the Langley Regional Airport approve the agenda and receive the agenda items of the May 23, 2024 meeting.
CARRIED

B. ADOPTION OF MINUTES

1. Mayor's Task Force on the Langley Regional Airport April 30, 2024

Moved by Councillor Pratt,
Seconded by G. Guest,
That the Mayor's Task Force on the Langley Regional Airport adopt the minutes of the April 30, 2024 meeting.
CARRIED

B. ADOPTION OF MINUTES

2. Mayor's Task Force on the Langley Regional Airport – Closed Meeting April 30, 2024

Moved by Councillor Pratt,
Seconded by G. Guest,
That the Mayor's Task Force on the Langley Regional Airport adopt the minutes of the April 30, 2024 Closed meeting.
CARRIED

C. AGENDA ITEMS

1. LAAA Presentation on Observations and Recommendations for CYNJ

S. Walker provided a presentation (Attachment A) on behalf of the Langley Airport Advisory Association (LAAA) with the LAAA observations on the following topics:

- CYNJ Benefits to the Township of Langley
- Lower Mainland Airport Lease Landscape
- CYNJ Leases and Capital Requests
- LAAA Recommendations
- LAAA Survey Response

2. Review of Report Framework

A. Neilson shared a "Path Forward: Framework" document (Attachment B) with the Task Force.

Discussion included the following topics:

- That there is a willingness from both the tenants and the Township to contribute to the required capital projects;
- The members are committed to the long-term viability of the Airport;
- Confirmation that the runway will be immanently closed in the next couple of years if it is not resurfaced, and that the "runway resurfacing" project expense includes additional related upgrades within the project envelope which is included in the cost;
- The cost of the runway resurfacing and other capital projects;
    - The possibility of only doing the capital projects ranked critical and high, and the downside to taking this approach;
    - The medium and low priority capital projects are intended to attract more business and flights to the Airport; however, if that is not a priority, the projects do not have to be pursued;
- How the Township has a financial and legal responsibility to meet regulatory requirements in order for the Airport to be maintained and evolve;
- The balance of choosing which capital projects to pursue, when they are of different levels of urgency, recognizing that there needs to be a plan

C. AGENDA ITEMS

for the future, and the costs should not keep getting passed on to future decision-makers; and

- That there needs to be funds available for future critical projects that are unexpected, in addition to the ones planned for, so that the Township is not put in a liable position.

Mayor Woodward requested that A. Neilson circulate the draft report to the Task Force Members five days prior to the next meeting.

He also requested that the Task Force members come with a list of requests and ideas for the report recommendations to the next meeting, with suggestions to potentially modify the recommendations. He welcomed Task Force members to include recommendations to Council in addition to, or separate from, the report recommendations.

D. COUNCIL REFERRALS

E. OTHER BUSINESS AND ITEMS FOR INFORMATION

F. NEXT MEETING

Date: June 20, 2024
Location: Salmon River Meeting Room
4th Floor, 20338-65 Avenue, Langley, BC
Time: 4:00pm

H. TERMINATE

Moved by J. Gerein,
Seconded by Councillor Baillie,
That the meeting terminate at 5:43pm.
CARRIED

CERTIFIED CORRECT:

Chair, Mayor Woodward



TASK FORCE PRESENTATION – THU, MAY 23

AGENDA

- CYNJ Benefits to the Township of Langley
- Lower Mainland Airport Lease Landscape
- CYNJ Lease Inconsistency
- Capital Requests
- Airport Management
- LAAA Recommendations
- Survey Response
- Conclusions

CYNJ Benefits to the Township of Langley







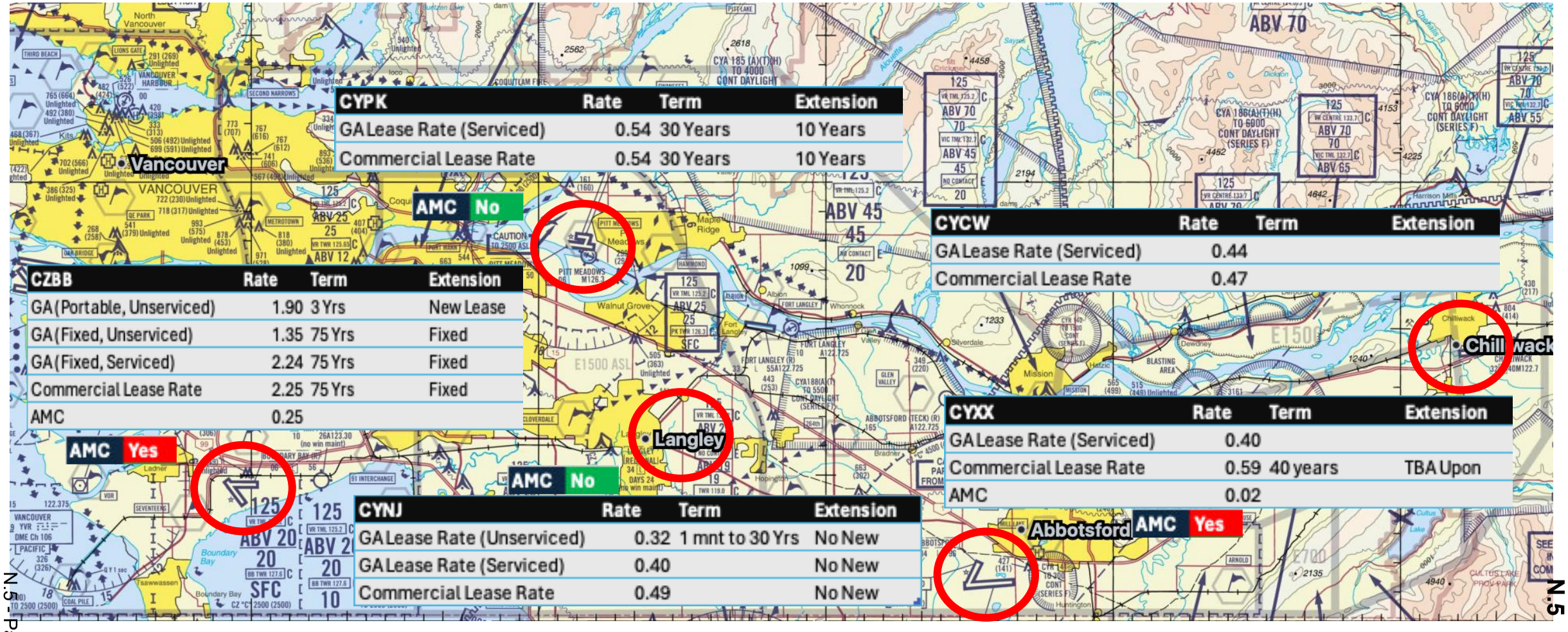


Employment	Critical Transportation Infrastructure	Social / Development	Emergency Response
26 Businesses 300+ Jobs	Flight and ATC Training / Development Aircraft Maintenance Manufacturing	Air Cadets Canadian Museum of Flight Tourism Langley Adrian's at the Airport	BC Aero RCMP Fire Fighting CASARA

$70M+ ** of Gross Domestic Product

** From Canadian Owners and Pilots Association (COPA) Airport Profile – August, 2022

Lower Mainland Airport Lease Landscape



CYPK	Rate	Term	Extension
GA Lease Rate (Serviced)	0.54	30 Years	10 Years
Commercial Lease Rate	0.54	30 Years	10 Years

CZBB	Rate	Term	Extension
GA (Portable, Unserviced)	1.90	3 Yrs	New Lease
GA (Fixed, Unserviced)	1.35	75 Yrs	Fixed
GA (Fixed, Serviced)	2.24	75 Yrs	Fixed
Commercial Lease Rate	2.25	75 Yrs	Fixed
AMC	0.25		

CYCW	Rate	Term	Extension
GA Lease Rate (Serviced)	0.44		
Commercial Lease Rate	0.47		

CYXX	Rate	Term	Extension
GA Lease Rate (Serviced)	0.40		
Commercial Lease Rate	0.59	40 years	TBA Upon
AMC	0.02		

CYNJ	Rate	Term	Extension
GA Lease Rate (Unserviced)	0.32	1 mnt to 30 Yrs	No New
GA Lease Rate (Serviced)	0.40		No New
Commercial Lease Rate	0.49		No New

Lower Mainland Airport Lease Landscape

Airport	GA Unserviced	GA Serviced	Commercial	Lease Term	Extension Terms	Notes
CYNJ	0.32	0.40	0.49	1 mnth to 30 Years	0 to 10 years	
CZBB	1.90 Ptb / 1.35 Fixed	2.24	2.25	3 Yrs Ptb, 75 Yrs Fixed	None	Bldg footprint ONLY
CYPK	N/A	0.54	0.54	30 years	10 Years	First right of refusal for addtn 30 Yrs
CYXX	0.23	0.48	0.56	40 years	Mutually agreed renewal	
CYCW		0.44	0.47		Unknown	

- GA Unserviced: CYXX lowest, CZBB highest
- GA Serviced: CYNJ lowest, CZBB highest
- Commercial: CYCW lowest, CZBB highest

CYNJ is on the low side of mid range

- NOTE: CZBB only charges for building footprint – not to the taxiway as is the case in Langley. Scaling factor ~X2

Airport	GA Unserviced	GA Serviced	Commercial	Lease Term	Extension Terms	Notes
CYNJ	0.32	0.40	0.49	1 mnth to 30 Years	0 to 10 years	
CZBB	0.95 Ptb / 0.675 Fixed	1.12	1.125	3 Yrs Ptb, 75 Yrs Fixed	None	Bldg footprint ONLY
CYPK	N/A	0.54	0.54	30 years	10 Years	Option to renew
CYXX	0.23	0.48	0.56	40 years	Mutually agreed renewal	
CYCW		0.44	0.47			

- GA Unserviced: CYXX lowest, CZBB highest
- GA Serviced: CYNJ lowest, CZBB highest
- Commercial: CYCW lowest, CZBB highest

Applying scaling factor does not change the ranking, but lowers the top

CYNJ Lease Inconsistency

- Leases have been steadily changing for the past ~7 years
  - Removing lease extensions, adding language that Buildings will become property of township
  - Many changes in 2023
  - Some leases are now month to month (overhold)
  - Side Letters exist, with ‘special’ terms for some lots
- Conversations with Airport Administration, asking about changes:
  - “Don’t worry, this is standard lease language”
  - “Everything will be fine”
  - Bad faith negotiations

CYNJ Proposed Capital s

	Critical	High	Medium	Low
RWY 01-19 Pavement and Drainage	$2,814,637 (2023)			
RWY 01-19 Airfield Electrical Upgrades		$2,910,750 (2023)		
Fuel System Upgrade (With Relocation)	$150,000 (2023) ($200,000 for relocation)			
YNJ Emergency Generator Project	$250,000 (Ongoing)			
Security Enhancements Cont'd (CCTV and Fencing)		$650,000* (Remaining Works; High Level Estimate)		
Westside Drainage and Paving			$900,000 (2021)	
Automated Weather Observation System (Dependent on LoS study)				$800,000 (Estimate)
Winter Maintenance Equipment & Attachments				
Apron 2 Redevelopment Parallel Taxiway				
Re-Keying of Airport Gates and Locks				
TOTAL:	$3,264,637	$3,560,750	$1,155,000	$4,819,850

Over $5M between these two projects, for a runway in operation today

Rationale for upgrades and relocation?

Purpose behind Emergency Generator? Is it needed?

How many cameras are already installed? Rationale for more?

Remove all Medium and Low Priority Items. Consult Airport users for creative solutions

Who decided what is 'Critical' and 'High'?
Were Airport Users / Tenants Consulted?
Were any actual quotes obtained for these budget items?

CYNJ Proposed Capital Projects

- Has Airport User consultation occurred?
- How were priorities defined?
- Why are services not offered today listed? Who wants these projects?
- What is a REASONABLE number of projects that can be accomplished?
- AIRPORT USERS AND TENANTS HAVE NOT BEEN CONSULTED - BUT ARE EXPECTED TO FUND.



Airport Management



Lease Inconsistency

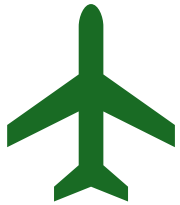
Forced Hangar upgrades with ‘promise’ of longer lease

Special deals for some Hangars

Month to month (no lease) for some

Language inconsistencies

‘Bad faith’ conversations and negotiations



Airport Events

No Fly Ins for many, many years.

Canada Day celebrations = Stopped

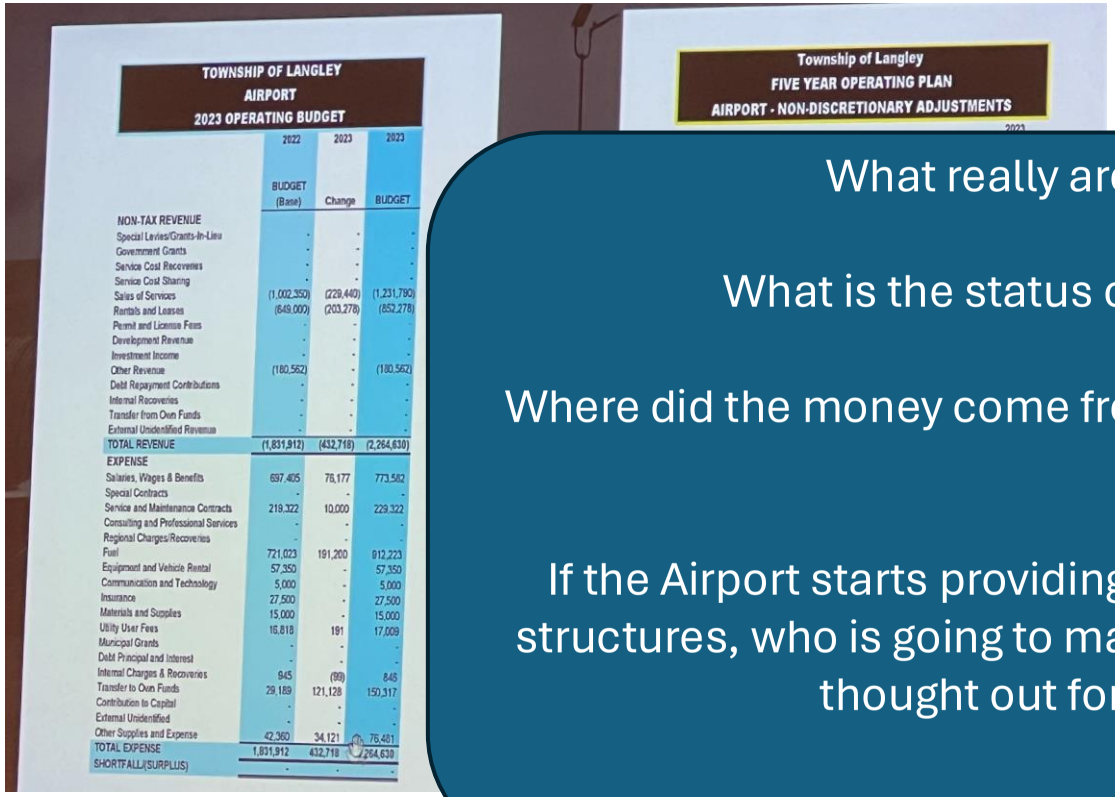
Movie shoot opportunities (REVENUE) = Not pursued



Safety Briefings / Tenant Consultation

Infrequent

Airport Budget / Actuals



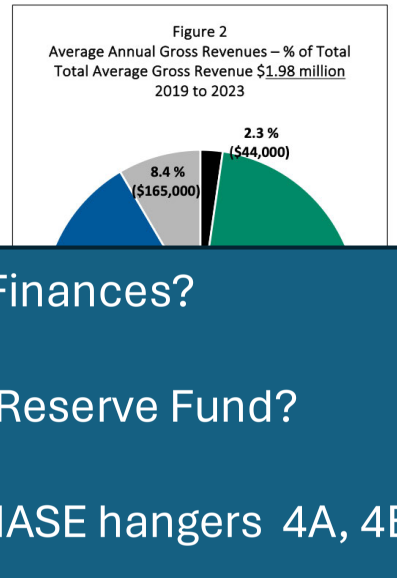
From Oct 23 Council Meeting
2023 Revenue / Exp = $1.83M

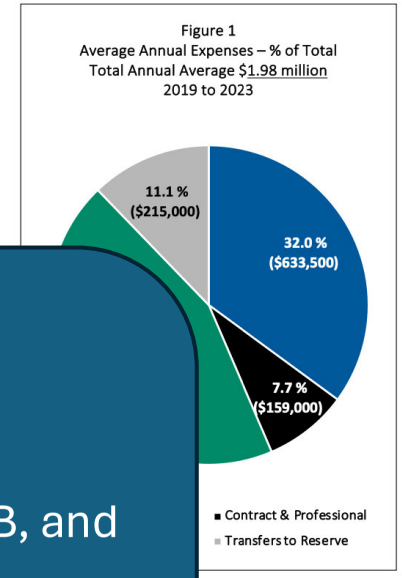
What really are the Airport Finances?

What is the status of the Airport Reserve Fund?

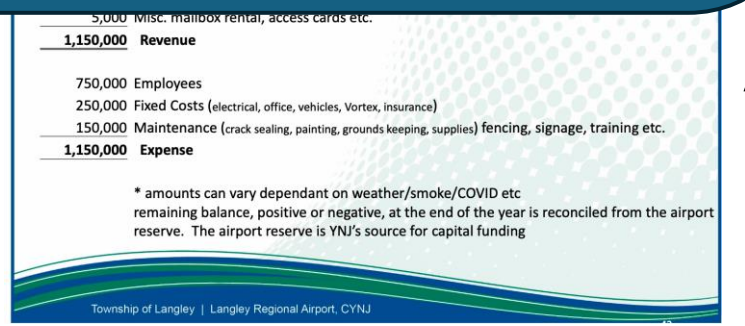
Where did the money come from to PURCHASE hangers 4A, 4B, and 5?

If the Airport starts providing Land / Building leases from existing structures, who is going to maintain them? Has a budget plan been thought out for Hangar maintenance?





t
v / Exp: $1.98M


5,000 Misc. mailbox rental, access cards etc.
1,150,000 Revenue

750,000 Employees
250,000 Fixed Costs (electrical, office, vehicles, Vortex, insurance)
150,000 Maintenance (crack sealing, painting, grounds keeping, supplies) fencing, signage, training etc.
1,150,000 Expense

* amounts can vary dependant on weather/smoke/COVID etc
remaining balance, positive or negative, at the end of the year is reconciled from the airport reserve. The airport reserve is YNJ's source for capital funding

Township of Langley | Langley Regional Airport, CYNJ

oort Manager / Task
orce Presentation
2024 Budget Revenue
/ Exp = 1.15M

Sound Bites

- "Tenants have realized the value in their Structures" – *Neilson Strategies*
- "The TOL taxpayers do not want to fund the airport" – *Mayor Woodward – Task Force Meeting*
- "The general aviation leaseholds are for personal use only, not commercial use. It is known that some tenants are using their hangar space to generate income" – *Airport Manager Report, April 2 Task Force Meeting*
- "Langley Airport is not the place to invest in right now. Any airport in the lower mainland is better than YNJ" – *anonymous*
- "In COPA's opinion, there is a general misconception that airports should be self sufficient in all ways. An airport is a piece of transportation infrastructure that brings benefit to a community. It is not unlike a road, or a bridge…". - *COPA Letter to TOL Council, Dec 8 2023*

- Hangars change hands… not a true statement universally.
- They already are, and have purchased 4 Hangars (4A, 4B and 5)?
- This is nothing new and is a long standing, industry standard practice at CYNJ and other airports in Canada and the USA. Airport management is fully aware of this practice, and consent must be given BY Airport management for rental tenants. Hangars have been rented since virtually CYNJ inception.
- Between the Neilsen report and Social Media posts, the reputation of CYNJ is at an all time low. Most hangars cannot be sold with the current lease situation, even if someone wanted to buy them. The CYNJ situation is known nationally, and if the current plan moves forward this will make National News.
- COPA – Canadian Owners and Pilots Association. 3rd largest organization of its kind globally. COPA feels that capital requests are excessive, and more upgrades have been done for less at other airports. Land leases are the NORM in Canada

LAAA Recommendations

CYNJ is a benefit to the Township of Langley

Large economic benefit of the jobs, training and emergency services to the national transportation infrastructure

Provide a ‘fair’ land lease agreement in line with surrounding airports, based on the services provided.

The tenant base is willing to fund reasonable projects AND protect existing investments.

Keep Capital Projects in line with the needs of the user community, AND available funding sources.

LAAA Options / Member Survey

- Options
  - Option 1 – Status Quo
    - No change
    - Lease rates remain the same for current leases, and will increase per the terms of the lease
    - At the end of the current leases, the buildings and improvements would become the property of the Township, and new leases would be land/building leases offered to existing or new tenants at higher rates.
  - Option 2 - Increase land lease rates immediately, and implement AMC
    - Increase LAND ONLY lease rates by 2X
    - Implement an Airport Maintenance Charge (AMC) of 10% of the lease rate. AMC's are currently in place at CZBB (0.25 / sq ft), and CYXX (0.028 / sq ft). AMC goes directly into Airport Reserve Fund
    - This option would increase Airport funding by $715,000 per year once fully implemented.
    - As part of the LAND lease amendment to increase rates, lease terms would be increased to 30 years, with a further options to extend for 10 additional years and beyond. This is a condition of the proposal.
    - Tenant consultation required for major capital projects and any use of Airport Reserve Fund

LAAA Options / Member Survey

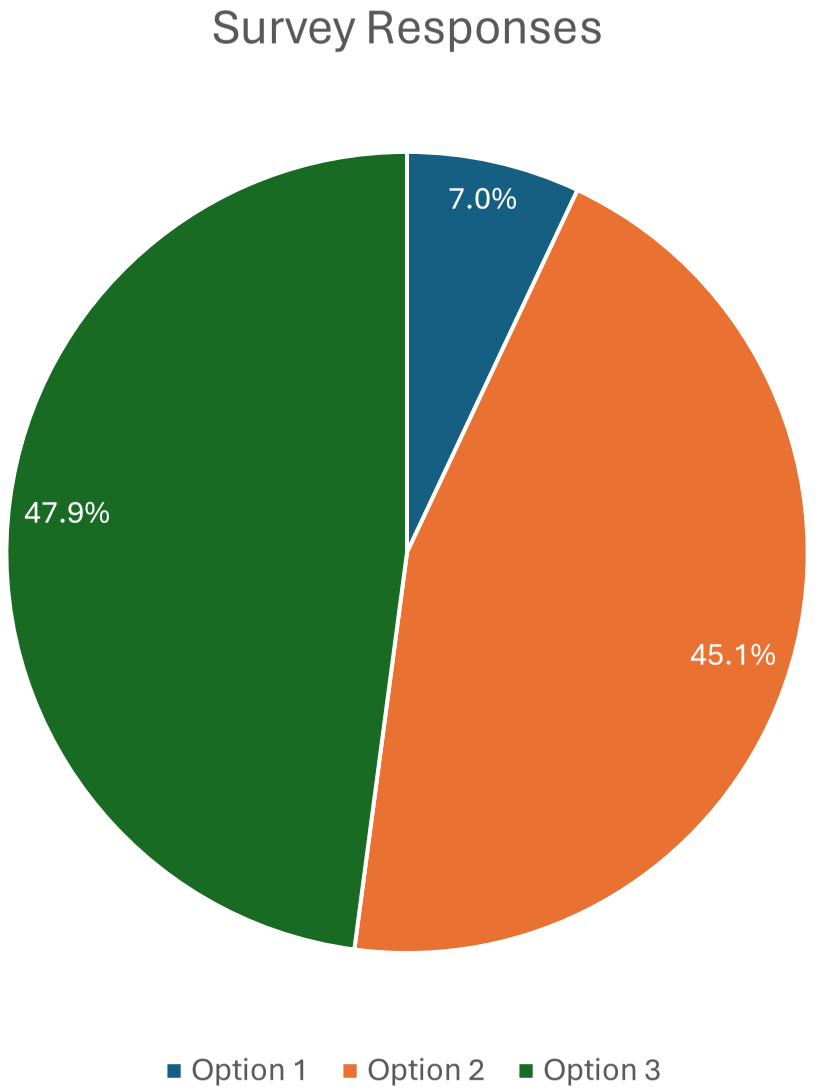
- Options
  - Option 3 – Increase LAND only lease rates by 30% per year, for 3 years – implement 10% AMC
    - Same conditions as Option 2 (new lease term and extension language)
    - As part of the LAND lease amendment to increase rates, lease terms would be increased to 30 years, with a further options to extend for 10 additional years and beyond. This is a condition of the proposal.
    - AMC goes directly into Airport Reserve Fund
    - Tenant consultation required for use of ARF and capital projects
    - This proposal would increase CYNJ revenue by the following per year once implemented:
      - Year 1: $260,000
      - Year 2: $513,500
      - Year 3: $843,050

Survey Results

- Statistics
  - LAAA Members: 150
  - LAAA Members / Hangar Owners: 94
  - LAAA Member / Hangar Owner Responses: 76%

  - Responses:
    - Option 1: 7.0%
    - Option 2: 45.1%
    - Option 3: 47.9%

93% of members responding to survey agree with a significant increase in LAND ONLY lease rates, with the provision that our leases are lengthened significantly with ongoing renewals, and we have a say in how the money is spent



Lease Landscape – Post Increases

- Option 3: Year 3+

Airport	GA Unserviced	GA Serviced	Commercial	Lease Term	Extension Terms
CYNJ	0.68	0.86	1.05	30 Years	10 Years
CZBB	0.95 Ptb / 0.675 Fixed	1.12	1.125	3 Yrs Ptb, 75 Yrs Fixed	None
CYPK	N/A	0.54	0.54	30 years	10 Years
CYXX	0.23	0.48	0.56	40 years	Mutually agreed renewal
CYCW		0.44	0.47		

  - GA Unserviced: CYNJ highest
  - GA Serviced: CYNJ 2nd highest
  - Commercial: CYNJ 2nd highest

  - Lease terms among the longest, but not THE longest

Conclusion



CYNJ is a benefit to the Township of Langley

Economic impact, jobs, and part of the National Transportation Infrastructure.



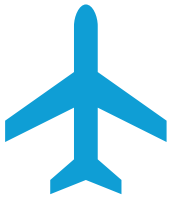
LAAA Members / Tenants want to find a workable solution that solves our collective problems

Majority of members willing to pay increased LAND only lease rates to fund ongoing operations and Capital Projects

Continue to apply appropriately for BCAAP grants

Spend the money wisely

Consult the users and tenants on what is required, and when



Airport Community and LAAA Members know Aviation and Airport Operations.

Consult us – let us help

Allow the airport to be a stand alone entity once again with autonomy, reporting directly to the Mayor and Council

Township of Langley
Mayor's Task Force on the Langley Regional Airport
May 2024

REPORT FRAMEWORK

The Mayor's Task Force on the Langley Regional Airport was formed to provide recommendations to Township Council aimed at achieving the long-term viability of the Airport. The Airport's financial sustainability, strategic and land-use planning, operating model and governance structure are key topics of consideration for the Task Force.

This document sets out a proposed Framework for the Task Force's report to Council. The document focuses on the need for financial sustainability.

The framework will be reviewed with the Task Force at its May 23, 2024, meeting. The full draft report, informed by the May 23 discussion, will be presented to the Task Force at its June 20, 2024, meeting. The full draft report will address the full set of topics, in addition to financial sustainability.

THE SUSTAINABILITY CHALLENGE

Projected Capital Costs

The Langley Regional Airport (YNJ) is owned and operated by the Township of Langley. Pursuant to *Council Policy 02-203: Operating and Capital Funds*, the Airport is responsible for generating its own revenue for operations and capital, and is expected to be entirely self-funding. Annual revenues and expenditures (actuals) since 2019 show that the Airport appears to raise sufficient revenue to cover its operating expenses. Revenues are not sufficient, however, to address capital needs.

There are several major capital planned for the Airport over the next fifteen years. The total estimated cost for all projects is approximately $13.0 million in 2023 dollars.[1] Of this total amount:

- a first tranche of approximately $7.0 million is required in the next five years for critical and high priority projects, including the rehabilitation of Runway 01-19
- a second tranche of $6.0 million is required for important but less critical works that would be undertaken between years six and fifteen

The $7.0 million required for the first tranche, and/or the $6.0 million required for the second tranche, could be financed through long-term borrowing secured by the Township through the Municipal Finance Authority. If Council chose to pursue this option, the first tranche of funds, amortized over 15 years, would cost the Airport $0.7 million in annual debt payments starting year one. The second tranche of $6.0 million would cost the Airport an additional $0.6 million in annual payments beginning year six. From years six through 15, debt payments related to the identified capital works would total $1.3 million per year.

The annual debt payments would address the

[1] All capital needs and all cost estimates presented in this document were provided by Township of Langley staff to the Mayor's Task Force at its April 4, 2024, meeting.

capital needs that have been identified by staff for the coming years. The payments would not, however, provide for ongoing asset management needs. A full assessment of capital assets at the Airport would be needed to accurately determine the amount of funds to transfer to reserves each year in anticipation of future capital replacements. For the time being, a placeholder figure of $0.25 million per year may be appropriate.

Figure 1 shows the annual capital funding required by the Airport to fund the identified capital projects for the next fifteen years, and to address the need for some level of annual transfer to reserves. The figure assumes, for the purpose of illustration, that the Township would choose to finance the two tranches of funds for the $13.0 million in new capital works through long-term borrowing. Total debt payments are projected over a twenty year to allow for the second tranche of funds ($6.0 million) to be amortized over fifteen years.

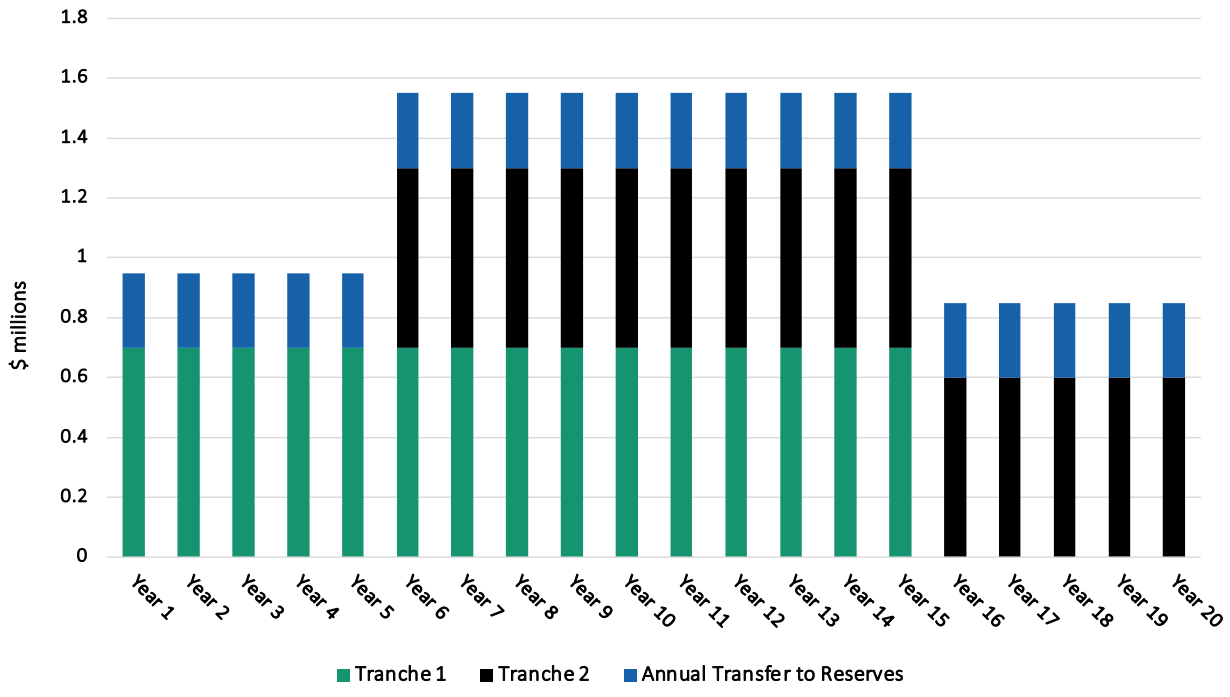
Potential Revenue Sources

What revenue sources exist to help fund these capital needs, and in so doing, to strengthen the economic viability of the Airport? Consider the following points:

- *Airport Reserves* — Capital projects undertaken by the Airport over the past ten years were funded in large part from reserves that were accumulated using modest annual transfers from Airport operating revenues. These reserves, however, have been spent and have not been replenished to any significant degree.

- *Commercial Activity* — YNJ is a general aviation airport on a 63.4 ha parcel of land in the centre of the Township. Pursuant to the terms of the federal government's transfer of Airport ownership to the Township in 1967, and of the Township's own *Council Policy 02-209: Aviation Related Businesses*, only aviation-related businesses, ancillary municipal uses and other government uses are permitted at the Airport. These restrictions on use ensure that the Airport remains focused on aviation-related activities; they also, however, limit revenue-

Figure 1
Annual Capital Funding Required
Twenty Year Period



generation opportunities available to the municipality from a broader array of commercial and other activities.

- *Airport Development Opportunities* — Future aviation-related development opportunities may exist on parts of the Airport lands, including the portion of the site referred to as "the meadows". The resources — time, money, other — required for site planning and capital servicing, however, mean that any such development opportunities are likely medium- to long-term in nature.

- *Aviation Fuel* — The sale of aviation fuel raises a decent level of revenue for the Airport today. Costs incurred to purchase the fuel for re-sale to Airport users, however, are significant. The result: net fuel revenues are under $0.3 million each year, with limited ability to grow.[2] A suite of additional airport revenue tools includes overnight parking fees in place, along with landing fees and airport maintenance fees that are not currently charged. None of these tools, however, has the potential to raise substantial additional funds.

Three sources remain to address the Airport's need for revenues:

- capital grants under the British Columbia Air Access Program (BCAAP) for general aviation airports

- annual lease fees charged on commercial leases held by industry tenants, and by general aviation tenants

- Township of Langley property tax revenues

The BCAAP grants are awarded through a competitive process that is significantly over-subscribed. YNJ was not successful in its recent application for funding; the Airport remains eligible, though, for future grant releases. Staff suggest that the Airport could receive up to $2.0 million of the $13.0 million in capital requirements. Such revenues, however, are not guaranteed.

In all, annual lease revenues and Township of Langley property tax revenues exist as the two most promising potential sources of funds in the immediate term.

POTENTIAL PATH TO SUSTAINABILITY

Langley Regional Airport is important to the community. Its importance is defined in economic terms — that is, in the Airport's ability, as an economic hub, to attract investment and businesses that create skilled jobs, diversify the local economy and generate non-residential property tax revenue. Its importance is also, however, tied to the facility's value as a cultural and historical landmark, a place where people gather, learn to fly, and contribute to the fabric of the community. The Airport's long-term viability will be established and protected.

Long-term viability requires the Airport to be financially sustainable. A potential path to financial sustainability could include the following components:

- *One-Time Property Tax Support* — It is unlikely that the required capital works can proceed without some level of property tax support by the Township. To that end, Township Council could consider amending *Council Policy 02-203: Operating and Capital Funds* to allow the municipality, on a one-time basis, to cost-share the set of identified capital projects valued at $13.0 million. The municipality's contribution under this scenario would reflect the Airport's value to the community. The contribution would reflect, as well, the municipality's responsibility as owner of the facility and Council's desire to ensure the Airport's long-term viability.

- *Airport Revenues* — The Airport could commit to raising, from its operations, users, and through BCAAP (and other) grants, sufficient

[2] This net revenue figure does not include staffing costs incurred in managing the fuel. With such costs included, net revenues would be lower.

revenue to cover all operating expenses, annual transfers to reserves (set at a placeholder amount of $0.25 million per year), and 50% of the $13.0 million in identified capital projects over the next fifteen years. The Airport could also take responsibility for raising sufficient revenues to cover any capital projects that may be identified in addition to the $13.0 million in projects already noted.

- *Airport Expenses* — The Township of Langley remains committed to operating the Airport in an efficient and transparent way. To strengthen this commitment, all expenses associated with Airport operations, including transfers to reserves and services provided by other departments, could be identified, assigned to the Airport, and made visible to Airport stakeholders. Expenses not directly attributable to the Airport would be excluded from Airport budgets under this approach.

- *Future Planning* — As owner and operator of YNJ, the Township could create an *Airport Strategic Plan* to chart the future long-term development and operation of the Airport and the Airport lands. The *Strategic Plan* would be created in consultation with Airport users, stakeholders and the broader community.

POTENTIAL CHANGES TO LEASE RATES

The potential for new revenues from overnight parking fees, landing fees, airport maintenance fees and additional fuel sales is considered to be limited. Potential land development efforts aside, the primary source of non-tax revenue available today comes from existing commercial leases.

There are 48 leases in place at the Airport today. Twenty-eight of the leases are to aviation and aviation-related businesses — these leases may be referred to as Industry Leases. The remaining 20 leases are to individuals involved in general aviation — these leases are referred to as General Aviation Leases. All 48 leases are commercial leases; all but one are structured as land-only leases.[3]

Rate Review

All leases contain a clause to provide for:

- annual increases to the basic rent, limited to the Vancouver Consumer Price Index (CPI) for the previous twelve month period

- periodic increases, over and above the CPI, informed by the findings of a comprehensive review of the current rates being charged

The provision for the periodic increases is linked to *Council Policy 02-202: Property Leasing Fees Langley Regional Airport*. Section 4.1.1 of the *Policy* states that the Township, every five to seven years, will seek an independent market review of property lease rates. The section goes on to state that:

> "The results of this independent review will be submitted to Council for consideration. Should Council approve the rates recommended in the review, these rates will be instituted."

The Township is overdue for a independent, comprehensive lease rate review.

Current Lease Revenues

Data provided by the Airport show that in 2024, the total lease revenue earned by the revenue from the 48 leases is $0.92 million. This amount is broken down by lease group in Figure 2.

Figure 2
Breakdown of Lease Revenue by Lease Groups

Lease Group	Total Revenue
Industry (North)	$ 283,250
Industry (South)	$ 517,500
General Aviation (Westside)	$ 117,350
Total	**$918,100**

[3] Under land-only leases the Township leases individual land parcels for prescribed rents. All buildings and other improvements on the lands are developed and maintained by the lessees, but are owned by the Township. The Township plans to transition all leases from land-only to land-building leases upon expiry.

The Industry (North) and the General Aviation (Westside) leases are all land-only leases. The average annual rate for the Industry (North) leases is $0.48/ft^2; the average rate for the General Aviation (Westside) leases is $0.31/ft^2. In both lease groups, all lessees pay the average rate or a rate that is within 2 cents of the average.

In the Industry (South) lease group, 18 of the 19 leases are land-only leases; one lease for a lot held by the Township is a land-building lease. The average lease rate for 17 of the 18 land-only leases is $0.47/ft^2.

Two leases in the Industry (South) group need to be highlighted:

- *Lease One* — There is one land-only lease that was taken over by the Township in recent years. At the time of the takeover, the rate paid to the Township was $0.47/ft^2 — the same rate paid to the Township for the other 18 land-only leases. The leaseholder at the time, however, had sublet buildings on the property to three sub-lessees for negotiated rates that were considerably higher than the rate paid to the Township — between $8.00/ft^2 and $16.00/ft^2. These rates remain in place today and are paid to the Township.

- *Lease Two* — A second lease is held by the Township and leased under a land-building lease to a single lessee. The rate paid on the lease is in excess of $10.00/ft^2 — a negotiated amount that reflects the land-building structure, and an investment by the lessee in on-site improvements.[4]

These two examples illustrate two important points, the first of which concerns the disparity between land-only lease rates charged by the Township, and the sub-lease rates charged by some of the lessees for the same sites. The significant disparity in rates exists with other Industry Leases and with a number of General Aviation Leases. Some disparity is to be expected given that the sub-lessees are paying for the use of buildings on the lands. The size of the gap, however, suggests that the Township could, and perhaps should, be charging more for its existing land-only leases.

The second point concerns the difference between land-only and land-building leases. The Township is able to negotiate considerably higher market lease rates for buildings than it is for lands. This point will be important to remember as land-only leases expire in the coming years.

Lease Rate Review

In 2022, in anticipation of a comprehensive lease rate review, the Township commissioned a market rentable value appraisal report of all the Airport lands by Cunningham & Rivard Appraisals Ltd. The report considers rates that are charged for land-only leases at 14 other regional airports in British Columbia. Not all of the other airports, the report notes, offer strong comparisons because of differences in location, access to markets, services provided, and other factors.

Four airports — Abbotsford, Boundary Bay, Pitt Meadows and Victoria — are rated "superior" in the comparability index. The land-only lease rates at all of these other airports are considerably higher than those charged at YNJ for Industry and General Aviation. The report goes on to note that — "superior" ratings notwithstanding — the most appropriate comparisons for YNJ may be Pitt Meadows and Chilliwack. According to the report, these places charge land-only lease rates of $0.51/ft^2 and $0.44/ft^2 respectively for all leases (Industry and General Aviation). These rates are comparable to YNJ's Industry Lease rates, but higher than the Airport's General Aviation Lease rates. As in the case of YNJ, sub-lessees presumably pay more for the use of buildings on the sites.

Setting New Rates

Inter-airport comparisons aside, the reality for Langley Regional Airport is that the current leasing situation will need to change in order to enable the Airport to raise the lease revenues required to achieve financial sustainability.

[4] The lessee's investment lowered the rate that would have otherwise been charged.

When the land-only leases with improvements expire, the Township will have the option to renew the leases — an option that, if taken, would result in the leases being renewed as land-building leases. The Township, if it chooses, will be able to command far higher market rates on the land-building leases than those charged on the land-only at present. Many of the existing land-only leases with improvements, however, do not expire for several years, even decades. In the interim, therefore, land-only lease rates would need to be adjusted to help address the identified capital needs. Under one scenario, rates could be raised to fund:

- $0.25 million per year, going forward, to build reserves for future replacement capital works
- 50% of the $0.7 million each year — that is, $0.35 million each year — for years one through fifteen, needed for the identified high priority new capital projects
- 50% of the $0.6 million each year — $0.3 million each year — for years six through twenty to fund the identified lower priority works

Under this scenario existing land-only rates would need to be adjusted to raise, on average, close to $0.75 million each year. A BCAAP grant, attributed entirely to the leaseholders, would lower this annual amount to $0.65 million.

The $0.65 million would be in addition to, and on top of, the total amounts paid each year to the Airport at present by leaseholders — specifically $0.7 million.[5] If applied evenly across all land-only leases, this amount would represent a 93% increase in, or an almost doubling of, existing land-only lease rates. Under this scenario, the base Industry Lease for land-only leases would be $0.91/ft^2. The new General Aviation base rate for land-only leases would be $0.60/ft^2.

NEXT STEPS

The Mayor's Task Force will review this *Report Framework* document at the Task Force's May 23, 2024, meeting. In its review, the Task Force will need to consider:

- the very real financial challenges facing the Airport in its efforts to provide required aviation-related infrastructure (including a runway)
- the sustainability principles, including the potential for the Township to set aside its long-standing policy that has precluded the investment of municipal property tax funds in the Airport
- the call for Airport leaseholders to pay significantly more for their land-only leases in order to enable the Airport to achieve financial sustainability
- the implications of higher land-only lease rates for Industry and General Aviation leaseholders, and for the Airport itself

The Task Force may wish, as well, to consider the implications of a *status quo* approach to the Airport's future. Without an acceptable model to achieve YNJ's financial sustainability, the Township may be challenged in its efforts to maintain the Airport in its current form.

[5] This amount is the total paid to the Township by all leaseholders who pay the land-only average lease rates. The total does not include the payments by the two Industry (South) tenants, identified earlier, who pay far different rates. The total including the amounts paid by these two tenants is $0.92 million.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LICENCING BYLAW 2016 NO. 5192

CONSOLIDATED FOR CONVENIENCE ONLY

EXPLANATORY NOTE

Licencing Bylaw 2016 No. 5192 is a bylaw to regulate business and provide for a system of licencing.

Amending Bylaw No. 5497 – adopted October 21, 2019
Bylaw 2019 No. 5497 amends the Township of Langley Licencing Bylaw 2016 No. 5192 to provide for the issuance of business licences for cannabis production.

Amending Bylaw No. 5579 – adopted April 20, 2020
Bylaw 2020 No. 5579 amends the Township of Langley Licencing Bylaw 2016 No. 5192 to provide for the issuance of business licences for cannabis retail.

Amending Bylaw No. 5573 – adopted October 26, 2020
Bylaw 2020 No. 5573 amends the Township of Langley Licencing Bylaw 2016 No. 5192 to provide for the issuance of business licences for cannabis retail, processing, and research and development, and to provide requirements for non-profit entities.

CONSOLIDATED BYLAW PREPARED BY THE CORPORATION OF THE TOWNSHIP OF LANGLEY FOR CONVENIENCE ONLY. THE TOWNSHIP DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

LICENCING BYLAW 2016 NO. 5192

WHEREAS the *Community Charter,* SBC 2003, c 26 authorizes Council to, by bylaw, regulate business and provide for a system of licencing;

WHEREAS Council wishes to repeal and replace Township of Langley Business Licence Bylaw 2001, No. 4050;

AND WHEREAS Council has given notice of its intention to adopt this bylaw and has provided an opportunity for persons who consider they are affected by this bylaw to make representations to Council in accordance with section 59 of the *Community Charter*;

NOW THEREFORE, Council, in open meeting assembled, ENACTS AS FOLLOWS:

PART 1: TITLE

1. This Bylaw may be cited for all purposes as “Licencing Bylaw 2016 No. 5192”.

PART 2: INTERPRETATION

Interpretation

2.1 In this Bylaw:

(1) words importing the singular number include the plural and vice versa and words importing the neuter gender include the masculine and the feminine genders;

(2) headings given to sections are for convenience of reference only and do not form part of this Bylaw;

(3) unless expressly stated otherwise, a reference to a “section” is a reference to a section in this Bylaw and a reference to a “Part” is a reference to a Part in this Bylaw; and

(4) unless expressly stated otherwise, a reference to an enactment is a reference to an enactment of British Columbia and its regulations, as amended, revised, consolidated or replaced from time to time, and a reference to a bylaw or policy is a reference to a Township bylaw or policy, as amended, revised, consolidated or replaced from time to time.

Definitions

2.2 In this Bylaw:

(1) “**Adult Publication**” means any book, magazine, pamphlet or printed matter, however produced, which contains a visual image or representation of nudity, sexual conduct or sadomasochistic behaviour;

(2) **"Affected Licencee"** has the meaning ascribed to it in section 9.1;

(3) "**Applicable Law**" means any law, enactment, regulation, bylaw, ordinance, order, rule or policy enacted, adopted, or issued by any Governmental Authority and which applies to the operation of a Business, Non-Profit or Business Premises or any portion thereof;

(4) "**Arcade**" has the meaning ascribed to it in the Zoning Bylaw;

(5) "**Auctioneer**" has the meaning ascribed to it in the Second Hand Dealers Bylaw;

(6) "**Auction Mart**" has the meaning ascribed to it in the Second Hand Dealers Bylaw;

(7) "**Auto Wrecker**" has the meaning ascribed to it in the Second Hand Dealers Bylaw;

(8) "**Business**" means carrying on a commercial or industrial activity or undertaking of any kind and providing professional, personal or other services for the purpose of gain or profit (including, operating a Mobile Business and operating a Commercial Passenger Vehicle), but does not include an activity carried on by the Provincial government, by corporations owned by the Provincial government, by agencies of the Provincial government or by the South Coast British Columbia Transportation Authority or any of its subsidiaries;

(9) "**Business Premises**" means the vehicle from which a Business or Non-Profit is carried out or the Property, or portion of the Property, upon which a Business or Non-Profit is carried out;

#5573 26/10/20 (10) "**Cannabis**" has the meaning ascribed to it in the Township of Langley Zoning Bylaw 1987 No. 2500;

#5573 26/10/20 (11) "**Cannabis Processing**" has the meaning ascribed to it in the Township of Langley Zoning Bylaw 1987 No. 2500;

#5497 21/10/19 (12) "**Cannabis Production**" has the meaning ascribed to it in Cannabis Production Farm Bylaw 2019 No. 5496;

#5573 26/10/20 (13) "**Cannabis Research and Development**" has the meaning ascribed to it in the Township of Langley Zoning Bylaw 1987 No. 2500;

#5573 26/10/20 (14) "**Cannabis Retail**" has the meaning ascribed to it in the Township of Langley Zoning Bylaw 1987 No. 2500;

(15) "**Child**" means a person under the age of 18 years;

(16) "**Commercial Passenger Vehicle**" has the meaning ascribed to it in the *Passenger Transportation Act*, SBC 2004, c 39;

(17) "**Council**" means the Council of the Township;

(18) "**Drug Paraphernalia**" means any product, equipment, thing or material of any kind primarily used or intended to be primarily used to produce, process, package, store, inject, ingest, inhale or otherwise introduce into the human body a "controlled substance" as defined in the *Controlled Drugs and Substances Act* (S.C. 1996, c. 19);

(19) "**Entertainment Software**" means any software that provides the user with entertainment including, without limitation, computer games, video games, mobile games, mobile applications, and downloadable content associated therewith;

(20) "**ESRB**" means the Entertainment Software Rating Board;

(21) "**Governmental Authority**" means any government, parliament, legislature, administrative or regulatory agency, board, tribunal or commission; any other authority charged with the administration or enforcement of legal requirements; or any person acting under the authority of any of the foregoing, other than the Township;

(22) "**Highway**" has the meaning ascribed to it in the *Community Charter*;

(23) "**Hotel**" has the meaning ascribed to it in the Zoning Bylaw;

(24) "**IMBL Municipality"** means the Township and any other municipality which has adopted a bylaw with the same, or substantially the same, provisions as the Intermunicipal Business Licence Bylaw 2012 No. 4966;

(25) "**Junk Dealer**" has the meaning ascribed to it in the Second Hand Dealers Bylaw;

(26) "**Licence**" means a valid and subsisting licence granted pursuant to this Bylaw;

(27) "**Licence Application**" has the meaning ascribed to it in section 4.1;

(28) "**Licence Inspector**" means the person appointed by Council to the position of Manager of Permit, Licence & Inspection Services, his or her designates and authorized agents;

(29) "**Licencee**" means a person to whom a Licence has been granted pursuant to this Bylaw;

(30) "**Mobile Business**" has the meaning ascribed to it in the Intermunicipal Business Licence Bylaw 2012 No. 4966;

(31) "**Non-Profit**" means any entity that is a non-profit organization or a registered charity under the *Income Tax Act*, R.S.C., 1985, C.1;

(32) "**Property**" means any lot, block or other area in which land is held or into which it is subdivided in the Township of Langley, but does not include a Highway in the Township of Langley;

(33) "**Reconsideration Meeting**" has the meaning ascribed to it in section 9.3(1);

(34) **"Secondary Suite"** is defined as a **"Dwelling Unit"** containing a maximum of two sets of cooking and or laundry facilities in accordance with the definition of **"Dwelling Unit"** in the Township of Langley Zoning Bylaw 1987 No. 2500 and amendments thereto;

(35) "**Second Hand Dealer**" has the meaning ascribed to it in the Second Hand Dealers Bylaw;

(36) "**Second Hand Dealers Bylaw**" means Second Hand Dealers, Junk Dealers and Auto Wreckers Control Bylaw, 1964, No. 1127;

(37) "**Township**" means the Corporation of the Township of Langley;

(38) "**Township Clerk**" means the person appointed by Council to the position having that name, his or her designates and authorized agents;

(39) "**Township of Langley"** means the geographic area subject to regulation by the Township; and

(40) "**Zoning Bylaw**" means Zoning Bylaw 1987 No. 2500.

PART 3: LICENCE REQUIREMENTS

Licence Required

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3.1 Except as provided for in section 3.3, no person shall operate, or permit another person to operate, a Business or Non-Profit in the Township of Langley without a Licence.

3.2 No person shall operate or retain a Secondary Suite without a Licence.

3.3 A Licence is not required to hold:

(1) a "parade" or "special event", as defined in the Highway and Traffic Bylaw 2010 No. 4758 and as authorized by a permit issued pursuant to that bylaw; or

(2) a "special event", as defined in the Township of Langley Special Events Bylaw 1997 No. 3733 and as authorized by a permit issued pursuant to that bylaw.

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3.4 No person shall operate a Cannabis Production Business without a Licence.

Multiple Licences May Be Required

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3.5 A separate Licence is required in respect of each Business or Non-Profit and each Business Premises. For certainty:

(1) a person who carries on multiple Businesses, Non-Profits or more than one licence type as specified in Schedule A at one Business Premises must apply for and maintain a separate Licence in respect of each Business or Non-Profit; and

(2) a person who carries on one Business or Non-Profit at multiple Business Premises must apply for and maintain a separate Licence in respect of each Business Premises.

PART 4: LICENCE APPLICATIONS

Submitting a Licence Application

4.1 An application for a Licence (a "**Licence Application**") shall:

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(1) be made in the form provided by the Licence Inspector for that purpose;

(2) contain the following information:

(a) a description of the Business or Non-Profit;

(b) a description of the Business Premises, including its civic address and its square footage;

(c) the number of persons working for the Business or Non-Profit;

(d) detailed floor plans showing the dimensions and description of use of all areas of the Business Premises;

(3) contain true copies of all licences, approvals, and permits required by all Applicable Laws with respect to the operation of the Business or Non-Profit, unless otherwise specified in writing by the Licence Inspector;

(4) contain true copies of all certifications or other evidence of qualifications required by all Applicable Laws with respect to persons working for the Business or Non-Profit;

(5) expressly authorize the Licence Inspector to obtain a police record check for the owner of the Business or Non-Profit;

(6) be accompanied by payment of the Licence fee specified for the Business or Non-Profit in Schedule "A"; and

(7) be signed by the owner of the Business or Non-Profit, or his or her duly authorized agent.

4.2 No person shall provide false or inaccurate information in a Licence Application.

Considering a Licence Application

4.3 Upon receipt of a Licence Application, the Licence Inspector may:

(1) request further information or documentation from the applicant with respect to the Business, Non-Profit or Business Premises including, without limitation, proof that the applicant has obtained appropriate insurance in relation to the Business, Non-Profit or the Business Premises;

(2) refer the Licence Application to one or more Township officials to determine whether the Business, Non-Profit and Business Premises described in the Licence Application comply with all applicable Township bylaws including, without limitation:

(a) the Zoning Bylaw;

(b) the Langley Building Bylaw 2008 No. 4642; and

(c) the Fire Prevention Bylaw 2013 No. 4956;

(3) refer the Licence Application to one or more Governmental Authorities to determine whether the Business, Non-Profit and Business Premises described in the Licence Application comply with all Applicable Laws, other than Township bylaws;

(4) if the Licence Application is for a Licence to operate in the Township of Langley and other IMBL Municipalities, refer the Licence Application to any of the other IMBL Municipalities, as the Licence Inspector deems appropriate;

(5) obtain a police record check for the owner of the Business or Non-Profit; and

(6) subject to section 16 of the *Community Charter*, inspect, or authorize other Township officials to inspect, the Business Premises.

4.4 For certainty, the Licence Inspector has the same powers in respect of:

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(1) a Licence Application for a Business or Non-Profit that has never been previously been granted a Licence; and

(2) a Licence Application for a Business or Non-Profit that has previously been granted a Licence.

Licence Fee Refunds

4.5 If a Licence Application is withdrawn before the Licence Inspector has begun considering the Licence Application, the applicant shall be refunded their entire Licence fee payment.

4.6 If a Licence Application is refused by the Licence Inspector, and is not approved by Council on reconsideration, the applicant shall be refunded 90% of their Licence fee payment (10% of the Licence fee payment shall be kept by the Township as an administrative fee).

4.7 If a Licence Application is withdrawn after the Licence Inspector has begun considering the Licence Application, the applicant shall not be refunded their Licence fee payment.

PART 5: GRANTING A LICENCE

Granting a Licence

5.1 The Licence Inspector may grant a Licence to an applicant if the Licence Inspector is satisfied that the applicant, the Business or Non-Profit and the Business Premises described in the applicant's Licence Application:

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(1) comply with all Applicable Laws; or

(2) will comply with all Applicable Laws within a time period specified by the Licence Inspector.

Terms and Conditions of a Licence

5.2 The Licence Inspector may grant a Licence on terms and conditions including, without limitation, terms and conditions with respect to any one or more of the following:

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(1) the duration of a Licence;

(2) the hours of operation of the Business or Non-Profit;

(3) the maximum number of patrons or occupants permitted at the Business Premises; and

(4) other terms and conditions the Licence Inspector reasonably considers necessary or desirable to ensure compliance with all Applicable Laws.

5.3 Every Licencee shall comply with the terms and conditions of their Licence.

Effect of a Licence

5.4 A Licence granted pursuant to section 5.1 authorizes the Licencee to operate the Business or Non-Profit described in the Licence at the Business Premises described in the Licence in accordance with all Applicable Laws, for the period specified in the Licence, and subject to the terms and conditions set out in the Licence.

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5.5 A Licence is not a representation by the Township to the Licencee or to any other person that the Business or Non-Profit named in the Licence complies with any or all Applicable Laws.

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Period of Validity

5.6 Unless otherwise provided in the Licence, a Licence is valid for a period of one calendar year from the date of the Licence Application for the Licence.

5.7 For certainty, the Licence Inspector may grant a Licence for any period of time the Licence Inspector deems appropriate.

PART 6: REFUSING A LICENCE

Refusing a Licence

6.1 The Licence Inspector may refuse a Licence for reasonable cause.

6.2 Without limiting what constitutes reasonable cause for refusing a Licence, the following may constitute reasonable cause:

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(1) the applicant for the Licence fails to provide information or documentation requested by the Licence Inspector in connection with the applicant's Licence Application within a reasonable time period;

(2) the applicant for the Licence unreasonably refuses to provide the Licence Inspector, or other Township officials to which the Licence Application has been referred, with access to the Business Premises for the purpose of determining whether the Business or Non-Profit and the Business Premises comply with all Applicable Laws;

(3) the applicant for the Licence, the Business or Non-Profit described in the Licence Application, or the Business Premises described in the Licence Application, do not comply with all Applicable Laws; or

(4) the applicant has engaged in misconduct in respect of the Business, Non-Profit or the Business Premises which, in the opinion of the Licence Inspector, warrants the refusal of the Licence.

6.3 When considering whether to refuse a Licence, the Licence Inspector may consider any information provided to him or her by other Township officials, by Governmental Authorities, or by other credible persons, in respect of the applicant, the Business, Non-Profit or the Business Premises.

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Procedural Fairness

6.4 Within 14 days of refusing a Licence, the Licence Inspector shall provide the applicant with:

(1) written reasons for the refusal; and

(2) written notice of the applicant's right to have Council reconsider the Licence Inspector's decision to refuse the Licence.

PART 7: SUSPENDING OR CANCELLING A LICENCE

Suspending or Cancelling a Licence

7.1 The Licence Inspector may suspend or cancel a Licence for reasonable cause.

7.2 Without limiting what constitutes reasonable cause for suspending or cancelling a Licence, the following may constitute reasonable cause:

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(1) the Licencee fails to provide information or documentation requested by the Licence Inspector in connection with the Licencee's Licence within a reasonable time period;

(2) the Licencee unreasonably refuses to provide the Licence Inspector with access to the Business Premises for the purpose of determining whether the Business or Non-Profit and the Business Premises comply with all Applicable Laws;

(3) the Licencee violates one or more Applicable Laws;

(4) the Licencee violates a term or condition of their Licence; or

(5) the Licencee engages in misconduct in respect of the Business, Non-Profit or the Business Premises which, in the opinion of the Licence Inspector, warrants the suspension or cancellation of the Licence.

7.3 When considering whether to suspend or cancel a Licence, the Licence Inspector may consider any information provided to him or her by other Township officials, by Governmental Authorities, or by other credible persons, in respect of the Licencee, the Business, Non-Profit or the Business Premises.

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Procedural Fairness

7.4 Within 14 days after suspending or cancelling a Licence, the Licence Inspector shall provide the Licencee with:

(1) written reasons for the suspension or cancellation;

(2) written notice of the Licencee's right to have Council reconsider the Licence Inspector's decision to suspend or cancel the Licence; and

(3) in respect of a suspension, the time period during which the suspension will be in effect and the terms or conditions the Licencee must satisfy to have the suspension lifted.

PART 8: CHANGES TO A BUSINESS, NON-PROFIT OR A BUSINESS PREMISES

Changes Requiring a New Licence Application

8.1 Subject to section 8.2, a Licencee which intends to make any of the following changes to a Business, Non-Profit or a Business Premises must submit a new Licence Application

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in respect of that Business, Non-Profit or Business Premises before making the proposed change:

(1) a change to the legal or operating name of the Business or Non-Profit,

(2) a change in ownership or control of the Business or Non-Profit,

(3) a change that will cause the Business or Non-Profit to cease operating for more than 30 days,

(4) a change to the location or mailing address of the Business Premises,

(5) a change that affects any term or condition of the Licence, or

(6) a change that would increase the Licence fee payable in respect of the Business or Non-Profit.

Changes Requiring a Licence Amendment

8.2 The Licence Inspector may, in his or her sole discretion, dispense with the requirement for a new Licence Application and amend a Licence to reflect a proposed change to a Business, Non-Profit or a Business Premises.

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PART 9: COUNCIL RECONSIDERATION

Request for Reconsideration

9.1 A person affected by a Licence Inspector's decision to refuse, suspend or cancel a Licence (an "**Affected Licencee**"), may ask Council to reconsider the Licence Inspector's decision by providing a written request for reconsideration to the Township Clerk within 14 days of receiving written notice of the Licence Inspector's decision.

9.2 Forthwith after receipt of a request for reconsideration under section 9.1, the Township Clerk shall circulate the request to Council.

Procedural Fairness

9.3 Within 30 days of receiving a request under section 9.2, Council shall provide the Affected Licencee with:

(1) the date and time at which Council will hold a meeting to reconsider the Licence Inspector's decision (the "**Reconsideration Meeting**"); and

(2) copies of any documentation Council will rely upon in reconsidering the Licence Inspector's decision.

9.4 During the Reconsideration Meeting:

(1) Township representatives shall be provided with an opportunity to present the case for confirming the Licence Inspector's decision (through oral submissions and witness testimony);

(2) the Affected Licencee shall be provided with an opportunity to question the Township's witnesses (if any) and to present the case for varying or reversing the Licence Inspector's decision (through oral submissions and witness testimony);

(3) Township representatives shall be provided with an opportunity to question the Affected Licencee's witnesses (if any); and

(4) Township representatives and the Affected Licencee shall be provided with an opportunity to make closing submissions in respect of the Licence Inspector's decision (with the Affected Licencee going last, subject to reply by Township representatives).

9.5 Within 14 days after the Reconsideration Meeting, Council shall confirm, vary or reverse the Licence Inspector's decision and shall provide the Affected Licencee with written reasons for its decision to do so.

9.6 If Council varies the Licence Inspector's decision, it may do so on the terms and conditions Council deems reasonable.

PART 10: GENERAL REGULATIONS

Inspections

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10.1 Every applicant for a Licence shall permit the Licence Inspector reasonable access to the Business Premises in relation to which the Licence is sought for the purposes of determining whether the Business, Non-Profit and the Business Premises in relation to which the Licence is sought complies with all Applicable Laws.

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10.2 Every Licencee shall permit the Licence Inspector reasonable access to the Business Premises in relation to which the Licence was granted for the purposes of determining whether the Business, Non-Profit and the Business Premises in relation to which the Licence was granted complies with all Applicable Laws.

Posting of Licence

10.3 Except as provided for in section 10.4, every Licencee shall post, or shall cause to be posted, his or her Licence in a conspicuous place on the Business Premises in respect of which the Licence was granted.

Carrying of Licence

10.4 If a Licencee does not maintain a Business Premises in the Township of Langley, the Licencee shall carry the Licence on his or her person at all times when engaged in the Business or Non-Profit for which their Licence was issued.

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Surrender of Licence

10.5 A Licencee whose Licence has been suspended or cancelled shall surrender their Licence to the Licence Inspector within 7 days of receiving written notice of the suspension or cancellation.

10.6 A Licencee whose Business or Non-Profit has permanently ceased operation shall surrender their Licence to the Licence Inspector within 7 days after the Business or Non-Profit has permanently ceased operation.

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PART 11: SPECIFIC REGULATIONS

Adult Publications

11.1 No person shall display, cause, or permit to be displayed an Adult Publication unless it is placed:

(1) on any shelf, the bottom edge of which is less than 119.38 centimetres from the floor; or

(2) behind a sheet of opaque plastic or other opaque substance which extends for the full length of the shelf on which the Adult Publication is placed and which extends vertically for at least 20.32 centimetres from the bottom of the shelf.

Arcades

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11.2 A Licencee who operates an Arcade and another Business or Non-Profit on the same Business Premises shall ensure that the Arcade is physically separated from the area in which the other Business or Non-Profit is operated.

Auctioneers, Auction Marts, Auto Wreckers, Junk Dealers and Second Hand Dealers

11.3 Every Auctioneer, Auction Mart, Auto Wrecker, Junk Dealer and Second Hand Dealer shall comply with the requirements of this Bylaw and the Second Hand Dealers Bylaw.

Commercial Passenger Vehicle

11.4 Every person who drives, operates or is in charge of a Commercial Passenger Vehicle shall comply with the requirements of the *Passenger Transportation Act*, SBC 2004, c 39, its regulations and this Bylaw.

Drug Paraphernalia

11.5 No person shall display, cause, or permit to be displayed Drug Paraphernalia on a Business Premises unless expressly permitted to do so by Applicable Laws.

11.6 No person shall sell Drug Paraphernalia to a Child from a Business Premises unless expressly permitted to do so by Applicable Laws.

Entertainment Software

11.7 A Licencee operating a Business or Non-Profit which offers Entertainment Software to the public, or which offers internet access to the public, shall take all steps necessary (including, without limitation, the installation of software), to ensure that no Child on their Business Premises is permitted to play or view Entertainment Software that the ESRB has rated as inappropriate for that Child's age.

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Exotic Performances

11.8 Except in a Hotel holding a valid and subsisting Class "A" liquor licence issued by the provincial Liquor Licencing and Control Branch on or before December 16, 1991, no person shall permit any person to:

(1) be nude in a public area;

(2) remove a majority of that person's clothing in a public area; or

(3) expose any portion of that persons' breasts or pubic area to view by another person in a public area.

PART 12: OFFENCES AND PENALTIES

12.1 A person who violates a provision of this Bylaw commits an offence under this Bylaw.

12.2 A person who commits an offence under this Bylaw is subject to any remedies or penalties available to the Township under provincial law including, but not limited to:

(1) a bylaw notice fine issued under the Bylaw Notice Enforcement Bylaw 2008 No. 4703; and

(2) a fine of up to $10,000 or a term of imprisonment of up to 3 months upon summary conviction.

PART 13: GENERAL

13.1 If any part, section, subsection, clause or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, it shall be severed and the validity of the remaining provisions of this Bylaw shall not be affected.

13.2 Township of Langley Business Licence Bylaw 2001, No. 4050 is hereby repealed.

13.3 Township of Langley Chauffeurs Regulation Bylaw No. 1906 is hereby repealed.

13.4 This Bylaw is to come into force and take effect on the date of its adoption.

READ A FIRST TIME the	11	day of	April	, 2016.
READ A SECOND TIME the	11	day of	April	, 2016.
READ A THIRD TIME the	11	day of	April	, 2016.
PUBLIC INPUT HELD the	25	day of	April	, 2016.
RECONSIDERED AND ADOPTED the	25	day of	April	, 2016.

“JACK FROESE”	Mayor	“WENDY BAUER”	Deputy Township Clerk

SCHEDULE A

Licence Type	Licence Description	Licence Fee
Arcade		3,000.00
Automobile Service Stations, Gas Bars, Vehicle Repairs		190.00
Carnivals		127.50 Per Day
Campgrounds	Base Licence + Per Space	140.00 + 5.00 per Space
Cash Dispensing Machine	Each location not contiguous with a licenced financial institution	127.50
Commercial, Retail or Office - not otherwise described	Based on gross floor area (GFA) of the premises - 0-200 Sq. Meters GFA	127.50
Commercial, Retail or Office	Based on gross floor area (GFA) of the premises - 201-560	165.00
Commercial, Retail or Office	Based on gross floor area (GFA) of the premises - 561-1100 Sq. Meters GFA	277.50
Commercial , Retail or Office	Based on gross floor area (GFA) of the premise - 1101 and greater Sq. Meters GFA	390.00
Accessory Home Occupation		92.50
Beer & Wine Store, Liquor Store, or U-brew retail outlet	Contiguous and integral with another licenced liquor facility	127.50
Beer & Wine Store, Liquor Store, or U-brew retail outlet, Winery, Cidery	Not contiguous and integral with another licenced liquor facility	525.00
Financial Institutions	Chartered Banks, Credit Unions, Finance Companies, Trust Companies, Loan Companies, Cheque Cashing Companies	390.00
Rental Accommodation	Hotels, Motels, Residential Rental Accommodation, (Apartment, Condominium, or Suite) - Base + Per Unit Lease	140.00 + 5.00 per Unit
Golf Course	Includes driving ranges, practice areas, instruction academies; but not banquet, restaurant, or liquor primary facilities.	215.00
Industrial or Cannabis Research and Development	0-200 Sq. Meters gross floor area (GFA)	140.00
Industrial or Cannabis Research and Development	201-500 Sq. Meters GFA	165.00
Industrial or Cannabis Research and Development	501-1500 Sq. Meters GFA	240.00
Industrial or Cannabis Research and Development	1501-3500 Sq. Meters GFA	315.00
Industrial or Cannabis Research and Development	3501 & greater Sq. Meters GFA	390.00
Liquor Primary Facility	Neighbourhood Pub, Pub, Lounge or other liquor primary licenced premise	2,500.00
Mobile Home Parks	Base Commercial Licence + Per Space	215.00 + 10.00 per space

#5573 26/10/20

#5573 26/10/20

#5573 26/10/20

#5573 26/10/20

#5573 26/10/20

Licence Type	Licence Description	Licence Fee
Non-Profit		$0.00
Non-Resident	Equal to the lowest commercial fee. Licences cover mobile business, contractors, consultants, etc.. Where they have their principal location in another jurisdiction.	127.50
Pawnbroker		215.00
Restaurant	Fast food retail outlet, or fast food delivery service - not having liquor service	181.25
Restaurant	Having a food primary Liquor Licence & seating 60 or less patrons	218.75
Restaurant	Having a food primary Liquor Licence & seating more than 60 patrons	293.75
Vendors	Seasonal, Mobile, or Direct	140.00
Dog Kennel – Commercial		225.00
Dog Kennel – Hobby		150.00
Towing		127.50
Secondary Suite Licence		350.00
Secondary Suite Licence Family	Occupied by Immediate Family	175.00
Intermunicipal Licence		250.00
~~Medical Marihuana Use~~		~~5,000.00~~
Cannabis Production and/or Cannabis Processing		$5,000.00
Cannabis Retail		$5,000.00

#5497 21/10/19

#5573 26/10/20

#5579 20/04/20

Township of Langley
Est. 1873

COUNCIL POLICY

Subject:	**Licencing**	**Policy No:**	**07-406**
		Previous Policy No's:	**07-610**
			07-611
			07-612
		Approved by Council:	**04-25-2016**
		Revised by Council:	**05-30-2016**

1. Background & Purpose

1.1 General

1.1.1 This policy repeals Policy No. 07-610 [Business Licencing], Policy No. 07-611 [Business Licensing: Application Referral to RCMP], and Policy No. 07-612 [Business Licence –Taxi & Limousine Service] and replaces those policies with a single, consolidated and updated policy.

1.2 Police Record Checks

1.2.1 In accordance with section 4.1(5) of Licencing Bylaw 2016, No. 5192 (the "**Licencing Bylaw**"), every Licence Application must expressly authorize the Licence Inspector to obtain a police record check for the owner of the Business.

1.2.2 This policy prescribes the circumstances in which the Licence Inspector will obtain a police record check for the owner of a Business.

1.3 Commercial Passenger Vehicles

1.3.1 In accordance with section 11.4 of the Licencing Bylaw, every person who operates a Commercial Passenger Vehicle in the Township of Langley must comply with the *Passenger Transportation Act*, SBC 2004, c 39, its regulations and the Licencing Bylaw.

1.3.2 Under the *Passenger Transportation Act*, there are three types of Commercial Passenger Vehicles:

1.3.2.1 General Passenger Vehicles (e.g. tour buses and large charter buses);

1.3.2.2 Passenger Directed Vehicles (e.g. taxis, limousines and shuttle vans which accommodate a driver and 11 passengers or less); and

1.3.2.3 Inter-City Buses.

1.3.3 Any person who wishes to operate a Commercial Passenger Vehicle in British Columbia must obtain a passenger transportation licence to do so. In addition:

1.3.3.1 any person who wishes to operate a General Passenger Vehicle must obtain a general authorization from the Registrar of Passenger Transportation to do so; and

1.3.3.2 any person who wishes to operate a Passenger Directed Vehicle or an Inter-City Bus must obtain a special authorization from the Passenger Transportation Board (the "**Board**") to do so.

1.3.4 A person who has been issued a special authorization to operate a Passenger Directed Vehicle must charge the rates that are approved by the Board.

1.3.5 A person who has been issued a special authorization to operate an Inter-City Bus must operate the routes approved by the Board, at a minimum route frequency approved by the Board.

1.3.6 The Board requires that:

1.3.6.1 taxi operators who submit an application to the Board to change their rates must provide written notice of their application to local governments that will be affected by the proposed change of rates; and

1.3.6.2 Inter-City Bus operators who submit an application to the Board for a route reduction or minimum route frequency reduction must provide written notice of their application to local governments that will be affected by the proposed route reduction or minimum route frequency reduction.

1.3.7 This policy defines the scope of Council's involvement in applications before the Board of which the Township receives notice.

2. Related Bylaws

2.1 Licencing Bylaw 2016, No. 5192.

3. Policy

3.1 Definitions

3.1.1 In this Policy, capitalized terms have the meanings ascribed to them in the Licencing Bylaw or the *Passenger Transportation Act* and its regulations, as applicable.

3.2 Police Record Checks

3.2.1 The Licence Inspector will obtain a police record check for:

3.2.1.1 the owner of a type of Business listed in Schedule “A” of this policy; and

3.2.1.2 the owner of any other type of Business for which the Licence Inspector reasonably believes a police record check is required.

3.3 **Commercial Passenger Vehicles**

3.3.1 Upon receipt of written notice of an application before the Board and any related documentation (collectively, the “**Application**”), Council may do one or more of the following:

3.3.1.1 receive the Application for informational purposes;

3.3.1.2 comment upon the Application; and

3.3.1.3 refer the Application to Township staff for further consideration or action.

3.3.2 Without fettering Council’s discretion to do so in a specific case, Council will generally not comment upon an Application.

3.4 **Repeal**

3.4.1 Policy No. 07-610 [Business Licencing], Policy No. 07-611 [Business Licensing: Application Referral to RCMP], and Policy No. 07-612 [Business Licence –Taxi & Limousine Service are repealed in their entirety.

Schedule A

Type of business for which a police record check is required
Arcades
Auto Brokers
Auto Wreckers
Billiard Parlours
Bowling Alleys
Canvassers
Comic Book Stores
Community Care Facilities/Day Cares
Dance Schools
Driving School
Gymnastic Facilities
Independent Candy Stores & Corner Stores
Junk Dealer
Martial Arts
Passenger Directed Vehicle
Pawn Brokers
Pool Halls
Private Investigator
Pubs
Riding Stables
Salvage Yards
Second Hand Dealers
Security
Skip Tracing
Sports Card Stores
Taxi
Teacher
Teen Entertainment
Towing Companies
Toy Shops

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Liquor Licencing

Policy No:	**07-407**
Previous Policy No:	**07-615**
Approved by Council:	**2004-06-14**
Revised by Council:	**2016-05-30**
Revised by Council:	**2017-07-10**
Revised by Council:	

1. Purpose

1.1 To define the scope of the Township of Langley's (the "Township") involvement in applications before the Provincial Liquor Control and Licensing Branch ("LCLB"), of which the Township of Langley may receive notice pursuant to the *Liquor Control and Licensing Act* (the "Act") and the *Liquor Control and Licensing Regulation* (the "Regulation").

2. Background

2.1 In 2013, the Province initiated a comprehensive process to review legislation governing liquor. As a result of this process, new legislation was enacted by the Province in January 2017. This Policy is in response to applicable legislation.

3. Related Bylaws

3.1 Zoning Bylaw 1987 No. 2500 and Licencing Bylaw 2016 No. 5192.

4. Notice of Liquor Licence Applications

4.1 The Township wishes to receive notice of the following applications pursuant to Section 38(1) of the Act, unless the Township expressly states otherwise:

4.1.1 an application for a new Liquor Primary Licence;

4.1.2 an application for an amendment to an existing Liquor Primary Licence for:

4.1.2.1 converting a Liquor Primary Club Licence (a subclass of a Liquor Primary Licence) into a Liquor Primary Licence;

4.1.2.2 adding or amending a temporary use area endorsement;

4.1.2.3 a permanent extension of hours of liquor service beyond 1:00 A.M.;

4.1.2.4 a permanent increase in the person capacity of a service area;

4.1.2.5 the permanent addition of a patio;

4.1.2.6 the permanent relocation of an existing Liquor Primary Licence establishment to a new location, unless the LCLB is satisfied that the residents who will be affected by the new location are substantially the same residents who are affected by the existing Liquor Primary Licence establishment;

4.1.3 subject to Section 71(5) of the Regulation, an application for a new Manufacturer Licence (i.e. a brewery licence, a distillery licence or a winery licence), if the application requests a lounge endorsement and/or a special event area endorsement;

4.1.4 subject to Section 71(5) of the Regulation, an application to add a lounge endorsement and/or a special event area endorsement to an existing Manufacturer Licence;

4.1.5 subject to Section 71(5) of the Regulation, an application for any of the following amendments to a Manufacturer Licence endorsed with a lounge endorsement or a special event area endorsement:

4.1.5.1 a permanent extension of hours of liquor service for the service area under the endorsement;

4.1.5.2 a permanent increase in the person capacity of the service area under the endorsement; and

4.1.5.3 the permanent addition of a patio;

4.1.6 an application for a new Food Primary Licence, if the applicant requests one or more of the following:

4.1.6.1 a temporary use area endorsement;

4.1.6.2 hours of liquor service that extend past 1:00 A.M., and

4.1.6.3 dancing, karaoke or other types of entertainment that involve patron participation in the service area;

4.1.7 an application for any of the following amendments to an existing Food Primary Licence:

4.1.7.1 adding or amending a temporary use area endorsement;

4.1.7.2 a permanent extension of hours of liquor service if the new hours extend past 1:00 A.M.; and

4.1.7.3 permanently allowing, in a service area, dancing, karaoke or other types of entertainment that involve patron participation.

4.2 Notice of an application must be submitted to the Township's Director of Development Services and must include the information and records required pursuant to Section 71(6) of the Regulation, and the following, where applicable:

4.2.1 a complete Development Application Form (see Schedule "A" of the Development Application and Fee Bylaw 1987 No. 2470, as amended);

4.2.2 a state of title certificate or title search which was requested from the Land Title Office within the last 30 days;

4.2.3 application fees in accordance with Section 4 of the Development Application and Fee Bylaw 1987 No. 2470;

4.2.4 a plan of existing and proposed building floor space including outside patio(s), existing and proposed number of seats and occupant load;

4.2.5 a site plan indicating the location and size of all buildings on the lot, patio areas, parking spaces, landscaping, buffering, entrance doorways, loading space, garbage containers, driveway aisles and access points;

4.2.6 existing and/or proposed entertainment type;

4.2.7 existing and/or proposed hours of liquor service;

4.2.8 a rationale or explanation by the proponent of the character of the proposed establishment and the market area and population it is intended to service; and

4.2.9 other details of the proposed establishment as may be required by Council to facilitate its review.

4.3 Council hereby delegates to the Director of Development Services its power under Section 38(3) of the Act to provide comments and recommendations to the LCLB with respect to applications relating to new and existing Food Primary Licences.

5. Review and Consideration

5.1 Notice of a Liquor Licence application received pursuant to Section 4.2 above:

5.1.1 will first be referred to the Township's Fire, Engineering, and Permit, Licence and Inspection Services Departments, the R.C.M.P, and other relevant outside agencies, to obtain comments in respect of the application; and

5.1.2 will subsequently be submitted to Council to obtain Council's comments and recommendations in respect of the application.

5.2 Notice of a Liquor Licence application received pursuant to Section 4.2 must include a "public consultation process", either in conjunction with an accompanying rezoning, development permit or development variance permit application, or, if a rezoning/development permit/development variance permit is not required, in accordance with the rezoning "public process" which includes individual hearing notice mail outs, newspaper notice and a "Liquor Licencing Hearing" where affected persons may express their views to Council.

5.3 Licencing Bylaw 2016 No. 5192 prohibits exotic performances in all Liquor Licence establishments, except in a hotel holding a valid and subsistent Class "A" Liquor Licence issued on or before December 16, 1991.

5.4 In considering whether to recommend the rejection or approval of an application for a new or relocated Liquor Primary Licence to the LCLB, Council will consider the following locational criteria:

5.4.1 Generally, a new or relocated Liquor Primary establishment should not be located within 0.5 km of an existing or proposed elementary school, secondary school, church, neighbourhood park, or sub-neighbourhood park. This distance may be revised by Council if the establishment is located within a community centre or other facility owned or operated by or on behalf of the Township, or if Council otherwise considers that there are reasons which would merit a departure from this general rule.

5.4.2 Generally, a new or relocated Liquor Primary establishment should not directly abut single or multi-family residential uses or zones, or existing or proposed park sites, unless adequate buffer mechanisms are incorporated into site development plans specifically approved by Council as part of a rezoning or development permit process, or if Council otherwise considers that there are reasons which would merit a departure from this general rule.

5.4.3 A new or relocated Liquor Primary establishment may be located on the same site as a hotel or community recreational use (such as an arena or golf course) subject to adequate access and parking being provided in accordance with Township Bylaws and Policies.

5.5 Notice of Liquor Licence applications received pursuant to Section 4.2 must comply with:

5.5.1 all applicable Township bylaws including, but not limited to the following bylaws as amended from time to time:

5.5.1.1 Fire Prevention Bylaw 2013 No. 4956;

5.5.1.2 Langley Building Bylaw 2008 No. 4642;

5.5.1.3 Licencing Bylaw 2016 No. 5192;

5.5.1.4 Noise Control Bylaw 2015 No. 5172;

5.5.1.5 Subdivision and Development Servicing Bylaw 2011 No. 4861;

5.5.1.6 Highway and Traffic Bylaw 2010 No. 4758; and

5.5.1.7 Zoning Bylaw 1987 No. 2500;

5.5.2 all applicable Township policies including, but not limited to, Exterior Lighting Impact Policy No. 07-156;

5.5.3 Crime Prevention Through Environmental Design (CPTED) criteria;

5.5.4 requirements and conditions imposed by Council in connection with:

5.5.4.1 the approval of a zoning or official community plan amendment bylaw;

5.5.4.2 the issuance of a development permit, development variance permit, or building permit; or

5.5.4.3 the application review process outlined in this Section 5; and

5.5.5 requirements and conditions imposed by the LCLB pursuant to the Act or the Regulation.

6. Comments and Recommendations Provided to the LCLB

6.1 Comments provided to the LCLB in respect of a Liquor Licence application must be in writing and must include:

6.1.1 the Township's views on all of the following matters:

6.1.1.1 the impact of noise on the community in the immediate vicinity of the establishment, unless Section 6.1.1.2 or Section 6.1.1.3 applies;

6.1.1.2 in the case of an application that involves a temporary use area endorsement, the impact of noise on the community in the immediate vicinity of the proposed locations of event sites under corresponding temporary use area authorizations;

6.1.1.3 in the case of an application that involves a lounge or special event area endorsement, the impact of noise on the community in the immediate vicinity of the location of the service area under the endorsement;

6.1.1.4 the general impact on the community;

6.1.1.5 if the application is to amend a Food Primary Licence to extend the hours of liquor service past 1:00 A.M., or to allow entertainment that involves patron participation in a service area, whether the amendment may result in the service area being operated in a manner that is contrary to section 18(1)(a) of the Regulation (which states that the primary purpose of the business carried on in the service area when liquor is being sold or served must be the service of food); and

6.1.2 the views of Township residents on the application and a description of the method used to gather those views.

6.2 Recommendations provided to the LCLB in respect of a Liquor Licence application must be in writing, must specify whether the application should be approved or rejected, and must include the reasons on which they are based.

6.3 The Township must give the LCLB its comments and recommendations in respect of a Liquor Licence application within 90 days after it receives notice of the application, or within any further period authorized by the LCLB.

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Renewal of Existing Licences Enforcement

Policy No: 07-411
Approved by Council: 2020-06-15
Revised by Council:

1. Purpose

1.1 To set out conditions for enforcement where:

(a) an existing Licence has not been renewed or the fees have not been paid within the required timeframe; or

(b) a new owner or operator of an existing business has not obtained a new license.

2. Background

2.1 Licences are renewed on an annual basis. Annual fees for a Licence are addressed in "Schedule A" of the Licencing Bylaw.

3. Related Bylaw

3.1 Licencing Bylaw 2016 No. 5192, as amended or replaced (the "Licensing Bylaw").

4. Definitions:

4.1 The following terms in this Policy shall have the below set out definitions:

"**Licence**" means a valid and subsisting licence granted pursuant to the Licencing Bylaw.

"**Licencee**" means a person to whom a Licence has been granted pursuant to the Licencing Bylaw.

5. Policy

5.1 Departmental Enforcement of Licences

5.1.1 Where a Licence has been issued, it must be renewed on an annual basis and fees paid in accordance with the Licencing Bylaw.

5.1.2 Where a Licence has been issued, and is up for renewal, an invoice for the outstanding fees payable pursuant to the Licensing Bylaw (the "License Fees") is sent to the Licencee approximately 30 days prior to expiry of the Licence (the "Invoice"). The Invoice includes a "Due Date" by which the Licence Fees must be paid (the "Due Date"). The Invoice also contains notations stating that the Licence fees are payable by the Due Date indicated, and should the Licencee not have a valid Licence, the Licencee may result in the issuance of municipal fines.

5.1.3 Where no response to the Invoice is received from the Licencee, and the Licence fees have not been paid by the Due Date indicated on the Invoice, a reminder invoice is sent to the Licencee (the "Reminder Invoice"). The Reminder Invoice again advises the Licencee that operating without a Licence may result in the issuance of municipal fines.

5.1.4 Where no response to the Reminder Invoice is received from the Licencee, and the Licence Fees have not been paid and are over 90 days past the Due Date, a notification letter is sent to the Licencee (the "Letter Notice"), which letter may include Bylaw Offence Notice ticket(s) issued under the Licencing Bylaw.

5.1.5 Where no response to the Letter Notice is received from the Licencee within 30 days, and the License Fees remain outstanding, a second letter, including Bylaw Offence Notice ticket(s) issued under the Licence Bylaw, is sent to the Licensee.

5.1.6 Where there is a new owner or operator for a business with an existing License (the "New Owner"), and the New Owner has not obtained a new License from the Township pursuant to the Licensing Bylaw, a letter is sent to the New Owner to advise that an application and new Licence from the Township are required for the New Owner to continue operating. If no Licence application is received, and no new License issued to the New Owner by the Township, follow-up letters will be sent to the New Owner, which may include Bylaw Offence Notice ticket(s) issued under the Licensing Bylaw, until compliance is obtained, and subject to section 5.1.7 below.

5.1.7 Where attempts by staff in the Permit, Licence & Inspection Services Department to gain voluntary compliance, through renewal of an existing Licence, including full payment of the License Fees, or a new License is not obtained by a New Owner, all in accordance with this Policy, Council authorizes the General Manager, Engineering & Community Development, or their delegate, to commence and proceed with legal proceedings, in his or her discretion. The approval of this Policy by Council will constitute a resolution authorizing such legal proceedings as required by section 274 of the Community Charter, SBC 2003, c. 26, as may be amended or replaced.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

COUNCIL PROCEDURE BYLAW 2016 NO. 5199

A Bylaw Regulating the Procedures of Council, its Committees, and other Bodies Pursuant to the *Community Charter,* S.B.C. 2003, c. 26

EXPLANATORY NOTE

CONSOLIDATED FOR CONVENIENCE ONLY

Bylaw 2016 No. 5199 repeals and replaces "The Corporation of the Township of Langley Council Procedure Bylaw 2010 No. 4838 and its amendments, thereto, to provide an updated set of rules of procedure for Council and its committees, pursuant to the Community Charter, S.B.C. 2003, s. 26.

Amending Bylaw No. 5522 – adopted November 18, 2019
Bylaw 2019 No. 5522 amends Council Procedure Bylaw 2016 No. 5199. The bylaw incorporates amendments to:

- Provide for the automatic release of specified items from Closed Council meetings;
- Permit Third, or Third and Final readings during a Public Hearing Council meeting;
- the Delegation process; and
- Housekeeping items.

Amending Bylaw No. 5592 – adopted March 27, 2020
Bylaw 2020 No. 5592 amends Council Procedure Bylaw 2016 No. 5199. The bylaw incorporates amendments as prescribed in the *Community Charter, [SBC 2003] CHAPTER 26*, to allow electronic meetings in the event of a public emergency or disaster in the community. The bylaw will remain in force from the date of adoption thru the end of day, December 31, 2020.

Amending Bylaw No. 5744 – adopted October 4, 2021
Bylaw 2021 No. 5744 amends Council Procedure Bylaw 2016 No. 5199. The bylaw incorporates amendments as prescribed in the *Community Charter, [SBC 2003] CHAPTER 26*, to allow Council members to attend Council meetings electronically due to specified events/conditions.

Amending Bylaw No. 5823 – adopted December 5, 2022
Bylaw No. 5823 amends the Council Procedure Bylaw in the following ways:

- Section 9.08 – the speaking period for each member of Council amended to two (2) times for five (5) minutes on each debated motion;
- Section 11.01 – amended to reinforce the Mayor, as a member of Council, must vote on motions;
- To amend the required 2/3 vote of Council to a majority vote of the Council members present in the following sections:
    - Section 6.09 - Statutory Public Hearings: Council Motions for Third Reading, or Third Reading and Final Adoption;
    - Part 13 - Additional Delegations; and
    - Section 16.01 - Temporary Suspension of Rules and Orders of the Council Procedure Bylaw
- To remove secondary amendment motions.

Amending Bylaw No. 5963 – adopted February 12, 2024
Bylaw No. 5963 amends Bylaw No. 5199 and makes amendments and improvements including meeting titles, electronic meeting procedures, Council delegation requirements, and other housekeeping matters.

CONSOLIDATED BYLAW PREPARED BY THE CORPORATION OF THE TOWNSHIP OF LANGLEY FOR CONVENIENCE ONLY. THE TOWNSHIP DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

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THE CORPORATION OF THE TOWNSHIP OF LANGLEY

COUNCIL PROCEDURE BYLAW 2016 NO. 5199

A Bylaw Regulating the Procedures of Council, its Committees, and other Bodies Pursuant to the *Community Charter*, S.B.C. 2003, c.26

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

PART 1 -TITLE

1.01 This Bylaw may be cited for all purposes as "Township of Langley Council Procedure Bylaw 2016 No. 5199".

PART 2 - DEFINITIONS

Definitions and Interpretation

2.01 In this Bylaw,

"**Administrator**" means the Chief Administrative Officer;

"**Advisory Committee**" means a committee of persons appointed by Council, in addition to Council Members and/or staff members, to advise Mayor and Council, and staff;

"**Chair"** means the Mayor, Acting Mayor, or Member appointed under the *Community Charter* or this Bylaw who is presiding at a meeting;

"**Civic Facility**" means the Civic Facility located at 20338 – 65 Avenue, Langley, British Columbia, V2Y 3J1;

"**Committee**" means a standing, select, or other committee;

"**Community Charter**" means *the Community Charter* of the Province of British Columbia;

"**Corporate Officer**" means a person responsible for corporate administration, appointed under the Community Charter;

"**Council**" means the Council of the Township;

"**Councillor**" means a member of the Council other than the Mayor;

"**Delegation**" means a member of the public or representative of an organization who addresses Council, a Council Advisory Committee, a Board, or a Public Hearing about a specific item on the agenda of a meeting;

"**Local Government Act**" means *the Local Government Act* of the Province of British Columbia;

"**Majority Vote**" means that more than half of the Members present, with a quorum present, vote in favor of a resolution, main motion, bylaw, amendment or any other secondary motions;

"**Mayor**" means the Mayor of the Township, and includes a Councillor acting as Mayor under this Bylaw;

"**Member**" means a voting member of the Council, including the Mayor or any Councillor of the Township;

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"**Public Notice Posting Place**" means the Public Notice Board at Corporate Customer Service on the second floor of the Civic Facility;

"Quorum" means:

(1) in the case of Statutory, Regular, and Special meetings of Council, five (5) elected members of Council; and

(2) in the case of a committee or other body, more than half of the voting members appointed;

"Regular Meeting" means a Council meeting convened regularly in accordance with Part 5;

"Social Media" means a web site used by individuals or groups to share ideas, information, messages and other content such as audio and video images;.

"**Special Meeting**" means a Council meeting other than a Statutory, Regular or adjourned meeting;

"**Township**" means The Corporation of the Township of Langley;

"**Township Clerk** or **Deputy Township Clerk**" means the Corporate Officer for the Township, assigned the responsibility of Corporate Administration of the Township under the *Community Charter";*

"**Township Website**" means the information resource found at an internet address provided by the Township of Langley;

"**Unanimous consent**" means an informal way of taking a vote, used only for routine and not-controversial decisions, usually of a procedural nature, e.g.: The Chair asks: "Is there any objection to extending the time for this speaker by 2 minutes?," pauses, and if no Members objects says: "There being no objections, the time is so extended." If a Member does object, the Chair takes a show of hands: "There are objections and we'll take a show of hands. Those in favour of granting an extra two minutes raise one hand. Thank you. Those opposed raise one hand. Thank you. The two minutes extension has been granted (or has not been granted)";

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"Unintentional" means not intentional or deliberate.

PART 3 – INTERPRETATION AND APPLICATION

Rules of Procedure

3.01 The rules and regulations contained in this bylaw apply to proceedings of the Council and Committees established by Council.

The definitions and provisions in *the Community Charter* and *the Local Government Act* apply to this Bylaw and supersede any provisions in this Bylaw that may conflict with *the Community Charter or the Local Government Act*. If an amendment to *the Community Charter* or *the Local Government Act* creates a conflict between the applicable legislation and this Bylaw, such an amendment shall come into effect immediately, this Bylaw shall be deemed to have been altered.

Irregularity

3.02 When a specific provision of this bylaw, which does not originate in *the Community Charter* or *the Local Government Act*, is unintentionally incorrectly applied, it shall not affect the validity of the resolution or bylaws approved.

Section Titles

3.03 Section titles are for reference purposes only and should not be used for interpretation or deemed to add to or deviate from the language of the section.

Terms and Parliamentary Procedures

3.04 A Glossary of Terms and Parliamentary Procedures is attached as Appendix D.

PART 4 – INAUGURAL MEETING OF COUNCIL

Inaugural Meeting

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4.01 Following a general local election, the first meeting of a newly elected Council shall be held at 7:00pm on the first Monday of the month immediately following the election.

Schedule and Designation of Acting Mayor

4.02 At the Inaugural Meeting of Council, Council must approve by resolution, a schedule designating each Councillor to an equal number of weeks over their term of office for specifying the period they are Acting Mayor. As Acting Mayor, the designated Councillor is the member responsible for acting in the place of the Mayor in his or her absence or otherwise unable to act or when the office of Mayor is vacant and, the Acting Mayor has the same powers and duties as the Mayor.

4.03 The Inaugural Meeting shall be the only meeting of Council scheduled for the day that the Inaugural Meeting occurs.

PART 5 – MEETINGS OF COUNCIL

Schedule of Council Meetings

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5.01 Council's meeting scheduled shall include Regular Council meetings, Regular Council Public Hearing meetings and Closed Council meetings.

The agenda for the Regular Council Public Hearing meeting may also include other non-Public Hearing related items that require Council action or direction.

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02 Prior to the last meeting of Council in December of each year, Council shall approve its schedule of Regular Council meetings for the following year.

5.03 Council may, by resolution:

a) cancel or reschedule any Regular Meeting;

b) change the time or location for holding the meeting; or

c) call an additional Regular Meeting at the time and place stipulated in the resolution.

Public Notice of Council Meeting Schedule

5.04 Council must prepare annually, on or before January 1, a schedule of the dates, times, and places of Regular Council meetings and must make the schedule available to the public by posting it at the Public Notice Posting Place.

Advertising Availability of Regular Council Meeting Schedule

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5.05 Council must give notice annually, of the availability of the schedule of Regular Council meetings beginning on January 1, and publish the notice once each week for two consecutive weeks in a newspaper distributed at least weekly in the Township and posted in the Public Notice Posting Place.

5.06 If under section 5.03, revisions are necessary to the annual schedule of Regular Council meetings, the Township Clerk/Deputy Township Clerk must, as soon as practicable:

a) post a notice at the Public Notice Posting Place which indicates any revisions to the date, time, and place or cancellation of a Regular Meeting of Council; and

b) revise the schedule referred to in section 5.04.

Location of Regular Council Meetings

5.07 A Regular meeting of Council must be held at the Civic Facility, 20338 – 65 Avenue, Langley, BC unless by resolution Council approves an alternate location.

Scheduling of Regular Council Meetings

5.08 **Council's Regular Meetings** are held as per the schedule adopted annually, except where such meetings are subsequently canceled, postponed, or added, and the public is so notified.

Regular Council Afternoon

5.09 Deleted by Bylaw No. 5963.

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Regular Council Evening

#5963 12/02/24 5.10 Deleted by Bylaw No. 5963.

Regular Council Public Hearing

5.11 Regular Council Public Hearing meetings are scheduled as per the schedule adopted by Council and shall start at the time set by the Township Clerk / Deputy Clerk (or designated staff person) and end no later than 11:00pm, unless Council Members present unanimously consent to or adopt a resolution to extend the meeting.

Special Closed Meeting of Council

5.12 Closed Meetings of Council may be held after the commencement or termination of a Regular Council meeting or other open Council meeting, upon resolution of Council to exclude the public from the meeting in relation to one or more matters specified in the Community Charter and may be called in accordance with the following provisions:

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a) Before a Closed meeting Meeting is convened, Council must adopt a resolution in an open meeting, as per Section 92 in *the Community Charter*, specifying the clauses under Section 90 in *the Community Charter* under which such a meeting is being called.

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b) For each Closed meeting, the resolution(s) under Section 92 of *the Community Charter* must always include clause 90(1)(n) of *the Community Charter*, so as to allow Council to debate and determine the appropriateness of the closed meeting status of the items included in the resolution.

c) No items may be added to a closed meeting agenda while such a meeting is in progress, unless Council, at a subsequent open meeting, adopts a separate resolution to authorize such an addition to the agenda.

d) Upon the direction of Council to declassify the proceedings of a closed meeting and/or any related documents, the Corporate Officer shall make the relevant materials public.

e) The minutes of a closed meeting may include only the topics and the decisions made.

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f) No outsider, including an invited advisor, may attend a Closed meeting unless he or she is invited to attend by Council.

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g) The following items occurring at Closed Council meetings are considered released by Council with the provisions described below:
- The names of appointed individuals and Council members that have been selected for Township of Langley committees and outside organizations upon notification of the individuals.
- The names of individuals that are receiving awards or honours bestowed by the Township of Langley upon notification of the individual or family.

- Property Acquisition and Disposal Reports to Council sixty (60) business days after the conclusion of the transaction, subject to the *Freedom of Information and Protection of Privacy Act*.

Calling of Meeting to Order and Quorum

5.13 As soon as there is a quorum present after the time specified for a meeting, the Mayor, if present, must take the Chair and call the Council meeting to order.

5.14 If the Mayor is absent, the Acting Mayor must take the Chair and call the meeting to order.

5.15 If the Mayor and the Acting Mayor do not attend within thirty (30) minutes after the time appointed for a meeting of Council, the Township Clerk/Deputy Township Clerk shall call the meeting to order and a temporary Acting Mayor shall be appointed from among the Members present and shall preside until the arrival of the Mayor or the Acting Mayor and, while presiding, shall have all the powers of the Mayor.

5.16 If there is no quorum within thirty (30) minutes of the time set for the commencement of a duly scheduled meeting of Council, the Township Clerk/Deputy Clerk shall:

a) record the names of the Members present and the meeting shall stand adjourned until the date of the next Regular Meeting of Council; and

b) place all business on the agenda that is not dealt with at that meeting on the agenda for the next Regular Meeting.

Open Meeting Requirement

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5.17 With the exception of Closed Meetings, all meetings are open to the public to observe. In support of transparency and Community Charter requirements, the following provisions apply:

a) Members must not substantially advance the decision making process via electronic media or via private gatherings that are not advertised and are not open to the public to observe;

b) Although agenda reviews and purely educational sessions that do not advance Council's decision making process are not deemed to be meetings and may be held privately, a clear statement shall be made at the start of such sessions and, if needed, as such sessions progress, that Council's decision making process must not be advanced during such sessions.

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5.18 Council may have a five (5) minute break after two (2) consecutive hours of a Council meeting.

Electronic Meetings

#5963 12/02/24

5.19 Deleted by Bylaw No. 5963.

#5963 12/02/24

5.20 Deleted by Bylaw No. 5963.

#5963 12/02/24 5.21 Deleted by Bylaw No. 5963.

#5963 12/02/24 5.22 A Special Council meeting may be conducted partially or solely by electronic or other communication means providing that a designated municipal officer attends the location where the public may hear, or watch and hear the meeting, except for portions of a meeting closed to the public or as otherwise directed by the Provincial Government of British Columbia.

#5963 12/02/24 5.23 The notice for an electronic other communication method Special Council meeting shall be as provided in Part 7, Section 2 and will include the following additional information.

a) An advisement that the meeting is to be conducted via electronic or other communication methods.
b) Providing a location where the public may hear, or watch and hear the meeting, except for portions of a meeting closed to the public or as otherwise directed by the Provincial Government of British Columbia.

#5963 12/02/24 5.24 A Council member who is unable to attend a Regular Council meeting location due to one of the following:

a) attendance at a Township business activity

b) a Federal, Provincial or Local State of Emergency

c) illness, injury, or other health concern

may participate in the meeting by means of electronic or other communication methods in which the public may hear, or watch and hear the Council member.

The Council member must advise the Clerk / Deputy Clerk of the electronic attendance not less then three (3) hours prior to the commencement of the meeting.

#5744 04/10/21 5.25 Except for any part of a meeting that is closed to the public, the public must be able to hear, or watch and hear any Council members participating by means of electronic or other communication facilities.

#5963 12/02/24 5.26 Deleted by Bylaw No. 5963.

#5744 04/10/21 5.27 Council members who are participating in a meeting conducted in accordance with this section are deemed to be present at the meeting.

#5744 04/10/21 5.28 Should the electronic or other communication facility fail, and a Council member is no longer able to hear or be heard during a Council meeting, the member will be deemed to have left the meeting until such time as communication is restored.

PART 6 – COUNCIL MEETING AGENDAS

Order of Business

#5963 12/02/24 6.01 Unless otherwise resolved by Council, business must be dealt with at every Council meeting in the order in which it stands upon the Agenda.

Agendas

6.02 Prior to each Council meeting, the Township Clerk / Deputy Township Clerk must prepare an agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda. The regular scheduled meeting agendas will be provided to Council prior to end of day on the forth (4th) day prior to the meeting date.

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6.03 If the agenda for the meeting contains a proposed resolution to close all or part of the meeting to the public, the agenda must state the basis under the *Community Charter* on which all or part of the meeting is to be closed, but the agenda need not otherwise describe the matter in respect of which all or part of the meeting is to be closed. Notification for a Closed Council meeting must be provided in accordance with the *Community Charter.*

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Deadline for Submissions to Agenda

6.04 The deadline for delivery by the public to the Township Clerk/Deputy Township Clerk of written submissions or requests for a delegation for inclusion on the Council meeting Agenda is noon on the fifth (5th) calendar day preceding the meeting.

Agenda Available to the Public

6.05 The Township Clerk/Deputy Clerk must make the agenda available to the public by posting the agenda on the Public Notice Posting Place by noon (12:00pm) on the third (3rd) calendar day preceding the meeting, or as otherwise determined by Council.

6.06 If a portion of an agenda refers to items to be considered at a meeting from which the public is excluded, that portion of the agenda must not be made available to the public, except as referred to in section 6.03.

New Business

6.07 Any Member of Council, may file in writing an item for inclusion in the agenda prior to noon (12:00pm) on the fifth (5th) calendar day preceding the meeting; or

If the Member deems the item urgent, providing notice to the Township Clerk/Deputy Township Clerk prior to 10:00am of the day of the meeting. Adding of late items to the agenda requires a majority vote or unanimous consent of the Council members at the time of the adoption of the meeting agenda.

Statutory Public Hearings

6.08 The conduct of Public Hearings required by statute and must be in accordance with the Public Hearing Protocol and attached to this Bylaw as Appendix “B”.

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6.09 Council Motions for Third Reading, or Third Reading and Final Adoption, may be, by majority vote of Council, and without debate, considered at the same meeting in which the Public Hearing for the bylaw(s) has concluded upon confirmation from the Township Clerk/Deputy Township Clerk that no further written submissions have been received for Council’s consideration.

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6.10 A Clerk's Note that advises Council may consider Third Reading or Third Reading and Final Adoption will appear on the agenda with each Public Hearing item.

PART 7 – SPECIAL MEETINGS OF COUNCIL

Special Meeting

7.01 A special meeting may be called in compliance with applicable enactments.

Notice of Special Meeting

7.02 A Notice of Special Meeting signed by the Mayor or the Township Clerk/Deputy Township Clerk, stating the purpose of the special meeting in general terms, date, hour, and place, must be given at least 24 hours before the time of meeting, by:

a) posting a copy of the notice at the Regular Council meeting place;

b) posting a copy of the notice at the Public Notice Posting Place; and

c) providing notice to each Council member at the place to which the Member has directed notices be sent.

Two or more council members may, in writing, request the Mayor call a Special Council meeting (as per the *Community Charter*).

Council may, as per the Community Charter, waive the notice for a Special Meeting in urgent cases by a unanimous vote of all its Members. Waiving of public notice must be kept to a minimum noting Council's preference to be as transparent and accountable as possible.

Agenda for Special Meeting

7.03 The Township Clerk/Deputy Township Clerk must prepare an agenda for each special meeting which must state in general terms the nature of each item of business to be dealt with at the special meeting.

7.04 If the agenda contains a proposed resolution to close all or part of the special meeting to the public, the notice must state the basis under the *Community Charter* on which all or part of the meeting is to be closed, but the notice must not otherwise describe the matter in respect of which all or part of the meeting is to be closed.

PART 8 – CHAIR

Appointment of Chair

8.01 The Chair of each meeting is the Mayor or, in the Mayor's absence, the Acting Mayor.

Chair in Absence of Mayor and Acting Mayor

8.02 Section 5.15 applies if the Mayor or the scheduled Acting Mayor are not in attendance at the start of a meeting, and a quorum is present.

Rights and Restrictions of Mayor

8.03 The Chair has the same rights, must vote, may make and second motions, may participate in debate and is subject to the same restrictions in relation to participating in debate as other Members of the Council.

Chair Must Maintain Order

8.04 The Chair must preserve and decide questions of order.

8.05 To raise a point of order, the Member must first ask leave of the Chair to raise a point of order and after leave is granted, state the point of order to the Chair who must then state and decide the point of order.

8.06 If a Member considers that the Member's integrity or the integrity of the Council as a whole has been called into question, the Member may, as a point of privilege, draw the matter to the attention of Council.

Appeal from Decision of the Chair (Chair is Challenged)

8.07 On appeal by a Member of a decision of the Chair, the question as to whether the Chair is to be sustained must be put to a vote immediately by the Chair and decided without debate.

8.08 The Chair must not vote on the question as to whether he or she is to be sustained.

8.09 The Chair must be governed by the vote of the majority of the other members present.

8.10 If the votes are equal, the ruling of the Chair will be sustained or upheld.

8.11 The names of the Members voting for or against the question must be recorded in the minutes.

8.12 If the Chair refuses to put the question under subsection 8.07 to a vote, the Council must immediately appoint another Member to preside temporarily. The presiding Member must proceed, and a resolution or motion carried under this subsection is as binding as if carried under subsection 8.07.

PART 9 – RULES OF CONDUCT AND DEBATE

Conduct and Debate of Council Members

9.01 All discussion, questions or comments should be addressed to the Chair.

9.02 A person must refer to the Mayor as "Your Worship", "Mister or Madam Mayor", as the case may be, or by the Mayor's surname preceded by "Mayor".

A person must refer to Council members as "Councillor _____".

A person must refer to staff members as "Mr.____" or "Ms._____" or "The Director of _____".

9.03 Members may not interrupt a Member who is speaking except to raise a point of order, point of privilege or to request a statement of the rule that applies to a point of order.

9.04 Any Member may require the question or motion under discussion to be read at any time during the debate, but not so as to interrupt a Member while speaking.

9.05 Members who are called to order by the Chair:

a) must immediately stop speaking;

b) may explain their position on the point of order; and

c) may appeal to Council for its decision on the point of order in accordance with the *Community Charter*.

Recognition and Speaking Order of Council Members

9.06 A Member who wishes to speak or make a motion at a meeting must wait to be recognized by the Chair. Recognition is generally on a first-come-first-served basis. The Chair (or designated person) must keep a speaker's line up. The speaker's line up may be maintained electronically.

9.07 The Member who moves a motion is entitled to speak on it for the first time in preference to other Members, but does not have the right of speaking last.

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9.08 Each Member is entitled to speak up to two (2) times on each debatable motion, for a period not to exceed five (5) minutes at a time, except when granted permission by Council to exceed those limits.

9.09 A Member who wishes to speak for the second time on the same motion must wait until those who wish to speak on it for the first time have spoken.

9.10 Where applicable, a Member may request the Chair to divide a motion, where it is practical to separate into two or more votes on a motion.

9.11 A Member must not speak to a matter already disposed of by the Council, except on a motion for reconsideration in accordance with section 10.10 and 10.11 of this bylaw, or the *Community Charter.*

Improper Conduct

9.12 Members must conduct themselves at all times with behavior respectful of their duties as members of Council and not use offensive or derogatory words or unparliamentarily language in a meeting or against the Council, Council members or staff.

9.13 No Member or person attending the meeting may cause a disturbance, disrupt or in any manner unduly delay the conduct of business at a meeting.

9.14 No Member may speak on any subject other than the subject in debate.

9.15 No Member may criticize any decision of the Council during a Council meeting except for the purpose of moving that the question be reconsidered.

9.16 No members shall engage in or place postings on social media while a meeting of Council is in progress.

9.17 Members must adhere to the rules of procedure established under this bylaw and to the decisions of the Mayor and Council in connection with the rules and points of order.

9.18 Pursuant to the *Community Charter* and Council Policy, in regards to improper conduct of persons attending Township of Langley Council meetings, if the Chair deems a person, other than a member, to be acting improperly the person may be expelled from the meeting.

9.19 If a person, other than a Member, resists or disobeys an order of the Chair to leave a meeting of Council, that person may be removed by the Township Clerk/Deputy Township Clerk, or, if necessary, by a peace officer at the direction of the Chair.

9.20 No member shall speak disrespectfully of the Reigning Sovereign, any member of the Royal Family, the Governor-General, the Lieutenant-Governor of any Province, any Member of the Senate, the House of Commons of Canada, the Legislative Assembly of the Province of British Columbia or any elected Municipal Council or Municipal Council member.

PART 10 – MOTIONS

Motions Generally

10.01 Motions that come before Council meetings must have been included in the pre-circulated agenda, except:

a) as provided in section 6.07;

b) when a resolution only included a direction to staff to craft a motion for a subsequent meeting; or

c) when the Chair deems a motion that was not included with the pre-circulated agenda to be of minimal impact and therefore not requiring advance notice to the public.

10.02 Motions must be phrased in a clear and concise manner so as to express an opinion or achieve a result and the Chair may require that motions be put in writing for purposes of clarity.

10.03 A motion containing distinct proposals may be divided by leave of Council.

10.04 A motion must be first moved by one Council member and seconded by another before debate can take place on the motion.

10.05 A motion in respect of a matter which is beyond the jurisdiction of the Council is not in order.

10.06 A motion on a point of privilege must receive disposition of Council upon receipt and when settled, the question must be resumed from the point where it was suspended (examples: fix the time to adjourn, adjourn or recess).

10.07 After a motion is read or stated, it is deemed to be in the possession of the Council, but may be withdrawn by Council at any time before decision or amendment.

10.08 If the Chair is of the opinion that there has been sufficient debate, he or she may put the question to a vote.

Recording of Motions

10.09 Every motion that is seconded must be recorded in writing into the Minutes by the Township Clerk/Deputy Township Clerk. The Minutes must record the results of the vote as either CARRIED or DEFEATED. Members voting in opposition to the motion shall have their names recorded in the Minutes.

Motions to Reconsider, Rescind or Amend Previously Adopted Motion

10.10 The Mayor may require Council to reconsider and vote again on a previously adopted motion pursuant to the *Community Charter*.

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10.11 Council members may bring a resolution or bylaw back before Council under the following rules:

	Adopted Resolution or Bylaw	**Defeated Resolution or Bylaw**
Re-visiting a resolution or bylaw during **the same meeting** of the original vote	A motion to reconsider a resolution or bylaw that was adopted can be made at the same meeting by a member who voted **in favor** of the resolution or bylaw. A seconder is required, the motion to reconsider is debatable, and – if it is adopted (by a majority vote) – the original vote is canceled, and the resolution or bylaw is once again before Council for debate. **See Note 1 below**.	A motion to reconsider a resolution or bylaw that was defeated can be made at the same meeting by a member who voted **against** the resolution or bylaw. A seconder is required, the motion to reconsider is debatable, and – if it is adopted (by a majority vote) – the original vote is canceled and the resolution or bylaw is once again before Council for debate.
Re-visiting a resolution or bylaw **at a subsequent meeting**	Upon sufficient notice, pursuant to section 6.07, any member, regardless of how he or she voted on an adopted resolution or bylaw, can move a motion that the adopted resolution or bylaw be reconsidered. Upon approval of reconsideration, the motion to rescind or amend-something-previously-adopted requires a seconder, is debatable, and requires a majority vote to adopt. **See notes 1 and 2 below**.	Any member, regardless of how he or she voted on a defeated resolution or bylaw, can bring back a resolution or bylaw for reconsideration under the procedures for introducing new business, pursuant to section 6.07. **See note 3 below.**
	Note 1: An adopted resolution or bylaw can only be re-visited if it has not had the approval or assent of the electors and has not been acted upon	Note 3: If the same or substantially the same resolution or bylaw is defeated a second time in three (3) months, it may not be renewed for at least six (6) months, except if

	in a manner that is impossible to reverse or modify. Note 2*:* If the same or substantially the same motion to rescind or amend something previously adopted is defeated a second time in three (3) months, it may not be renewed for at least six (6) months, except if Council, by a majority vote, permits such renewal.	Council, by a majority vote, permits such renewal.

Notice of Motion

10.12 A Member may provide a "Notice of Motion" that is to be read to Council by giving the text of the motion to the Township Clerk/Deputy Township Clerk during a Regular Council meeting or by providing it to the Township Clerk/Deputy Township Clerk by noon (12:00pm) on the fifth (5th) calendar day preceding the meeting.

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10.13 Motions read to Council must appear in the minutes of that meeting as a "Notice of Motion" and be placed on the agenda for the next Regular meeting.

10.14 No Notice of Motion may proceed in the absence of the mover, unless the mover has provided the Township Clerk/Deputy Township Clerk with written notification that the Notice of Motion may proceed in his or her absence.

Secondary Motions

10.15 At a meeting, Secondary Motions may be introduced, debated and voted on in a "last-in-first-out" sequence, e.g.: If an amendment is moved and seconded while a main motion is pending, the amendment is then debated and voted on, and then the debate on the main motion resumes.

10.16 Secondary motions include subsidiary, privileged and incidental motions. Appendix C forms part of this Bylaw, and provides the main rules for the Secondary Motions that are most frequently applied at meetings.

PART 11 – VOTING ON A MOTION

Voting on Motions

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11.01 When a vote of Council is taken, each Member present, including the Mayor and/or Chair, must vote on the motion by raising his or her hand, or use of an electronic voting system where each Member present must vote on the motion by pressing the appropriate console button either "in favour" or "opposed", after the Chair calls for the vote. The Chair will then announce if the motion is carried or defeated, and the names of opposing Members. The Township Clerk/Deputy Township Clerk must record the names of the opposing Members in the minutes.

No Interruption after Question

11.02 After a question is put to a vote by the Chair, no Member may speak to the question nor provide any further motions until after the vote is taken and the results have been declared.

No Departure from Meeting once a Vote has been Called

11.03 Unless excused as a result of not being entitled to vote, no Member may leave a meeting once a vote on a matter has been called.

Motions Shall be Decided by the Majority

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11.04 Every motion, other than those motions specified in sections 7.02 and 11.08, must be decided by the majority of the Members present at the meeting.

Abstention Deemed Affirmative

11.05 A Member present at a meeting at the time of the vote, who abstains from voting, is deemed to have voted in the affirmative on the question.

Equal Votes

11.06 Except as in section 8.10, if the votes of the Members present at the meeting are equal for and against a question, the question is defeated and the Chair must declare this result.

Disagreement on Disposition of Question

11.07 If a Member disagrees with the announcement of the Chair that a question has been carried or defeated, the Member may, but only immediately after the declaration by the Chair, request that a new vote be taken.

Adoption of Censure Motions of Council Members

#5522
18/11/19

11.08 A motion to censure any member of Council requires an affirmative vote of two-thirds (2/3).

PART 12 – MINUTES OF MEETINGS

Minutes of the Proceedings of Council

12.01 All minutes of the proceedings of Council must be:

a) legibly recorded;

b) adopted by a resolution of Council;

c) signed and certified as correct by the Township Clerk/Deputy Township Clerk or designate;

d) signed by the Chair at the meeting at which the Minutes were adopted;

e) a record of the place, date, and time of the meeting, the names of the Members in attendance, the adoption and correction, if necessary, of the minutes of the prior meetings, and all other proceedings of the meeting without note or comment, except for explanation or clarification purposes; and

f) open for public inspection at the Civic Facility during its regular office hours, except for the minutes of that part of a council meeting from which persons were excluded under the *Community Charter* (Closed Meetings).

12.02 The names of movers and seconders will be recorded in the minutes.

12.03 The written minutes shall be considered the official record of Council and Committee meetings.

Minutes of Committee Meetings

12.04 All minutes of committee meetings must be:

a) legibly recorded;

b) signed and certified by the Member presiding at the meeting where they are approved; and

c) open for public inspection at the Civic Facility during its regular office hours, except for the minutes of that part of a committee meeting from which persons were excluded under the *Community Charter.*

Delivery of Minutes

12.05 The Township Clerk/Deputy Township Clerk must prepare and provide each Council Member the minutes of special and Regular Meetings by 4:30pm on the third calendar day prior to the meeting at which they are scheduled for adoption.

Adoption of Minutes

12.06 The minutes of every meeting must be adopted by resolution of the Council.

12.07 A record of any amendment to the minutes of a meeting must appear in the next set of Council meeting minutes.

12.08 The minutes may be adopted by resolution of the Council without being read to the meeting.

12.09 Any error or omission in the minutes may be identified by a Member orally and rectified by a resolution, failing which the adoption of the minutes shall be postponed to the next meeting.

12.10 The minutes of a meeting from which the public is excluded must be adopted at a subsequent special meeting from which the public is excluded.

PART 13 - DELEGATIONS

Application to Present as a Public Delegation

#5522 18/11/19

13.01 Receipt of delegation applications:

a) A citizen or group may submit an application to speak at a Council Meeting as a public delegation, and such person or group may request that a related document, petition or proposal be placed before Council, by submitting a completed application form to the Township Clerk/Deputy Township Clerk by noon (12:00pm) of the fifth (5th) day preceding the meeting at which they wish to be heard. Applications received after the deadline regarding items not on the meeting agenda will be forwarded to the next scheduled meeting.

b) For On-Agenda items only, late applications to speak as a delegation can be submitted to the Township Clerk/Deputy Township Clerk by 10:00am of the day of the Regular meeting. Applications received after the 10:00am deadline will not be added to the agenda and will be forwarded to the next scheduled meeting.

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c) Delegation requests received after the deadline and not the subject of an item on the meeting agenda maybe deemed urgent at the discretion of the Township Clerk/Deputy Township Clerk. The request may be forwarded to Council at the next scheduled meeting for approval. In recognition of the scope of business that requires Council's attention, and in the interests of transparency for all residents and stakeholders, a majority vote is required to add the speaker to an agenda.

#5522 18/11/19

13.02 Delegation applications will not be scheduled and Delegations will not be heard that address the following:

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a) i A bylaw in respect of which a public hearing has been or will be held in which a public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw. Applicants submitting a delegation request prior to the bylaw's public hearing will be advised that Council will accept a written submission.

ii An amending zoning bylaw which is compliant with the area's Official Community Plan, and subject of a notice mail out prior to first reading. Applicants submitting delegation requests will be advised that Council will accept a written submission; and further, Council may direct public input at a later date.

iii Application types as provided for in section 8.4, *Development Application Procedures Bylaw No. 5760* as amended. Applicants submitting delegation requests will be advised that Council will accept a written submission; and further, Council may direct public input at a later date.

b) an issue which is before the courts or on which Council has authorized legal action;

c) a matter in respect of which a Township-led public consultation process is planned or is in progress;

d) the promotion of commercial projects or services;

e) the promotion of a political party or of a candidate for elected office;

f) publicly tendered contracts or proposals calls for the provision of goods and services for the Township, between the time that such contract or proposal call has been authorized and the time that such a contract or proposal call has been awarded, either by Council or Township staff;

g) a purpose or subject that is beyond the jurisdiction of Council;

h) a purpose or subject that Council reasonably determines is not in the public interest of the community;

i) any matter on which the delegate has already spoken to Council and where no new significant information is provided; and

j) individuals or organizations that have previously appeared during the annual quarter (January thru March, April thru June, July thru September, and October thru December), unless the individual or organization is statutorily authorized to be heard by Council, or required by law to be heard by Council.

13.03 In recognition of the scope of business that requires Council's attention, the number of public delegations shall be limited to five (5) at each meeting, unless Council, by majority vote, agrees to suspend the rules and hear additional delegations. Each public delegation may speak up to five (5) minutes and its presentation must be confined to the topic that was indicated in the application.

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13.04 Approval of Delegation applications:

a) It is the Township Clerk/Deputy Township Clerk's duty to review, prioritize delegation requests and schedule them, subject to the provisions of this bylaw.

b) A Delegation can appeal the decision of a Delegation Request by the Township Clerk/Deputy Township Clerk by providing a written request to Council that will be forwarded to Council at the next possible Council meeting. In the interests of transparency for all residents and stakeholders, a majority vote is required to add the speaker to an agenda.

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c) Council may choose to deny a scheduled delegation by a majority vote. The motion may occur during the Agenda Approval motion of the next scheduled Council meeting or at the same meeting the delegation is scheduled to appear.

13.05 The following guidelines apply to Delegations:

a) speakers should not speak disrespectfully of any Council Member, staff Member, or any other person and must not use offensive words or gestures;

b) section 13.05 b) deleted by Bylaw No. 5522.

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c) when appearing before Council, the public must state name, neighbourhood and City for the record.

Responses to a Public Delegation

13.06 A presentation by a public delegation may be followed by questions for a period of up to five (5) minutes. Each Member may ask a brief clarifying question. When asking questions, Members may not enter debate with a presenter and must refrain from giving lengthy preambles to their questions.

13.07 If a public delegation or a citizen requests a substantive decision by Council, the request must be referred to Staff for review for information as to the background, financial implications, and staff recommendation prior to any action being taken.

Petitions and Communications

13.08 To be considered by Council, every communication including a petition designed to be presented to Council, must be legibly written or printed, shall not contain any obscene language, and shall be signed by at least one person, except electronic mail which is acceptable without signature, indicating the name and address of the correspondent.

13.09 Every petition or communication for inclusion in a Council meeting agenda must be delivered to the Township Clerk/Deputy Township Clerk prior to noon on the fifth (5^{th}) calendar day preceding the meeting of Council. Every petition presented to Council shall include the name and residential address of each petitioner with each page of the petition identifying what the petitioners are requesting clearly noted at the top in bold.

Proclamations

13.10 Proclamation requests must be listed under “Proclamations-Announcements” in the Correspondence section of the Agenda with the explanation “In an effort to make the community aware, the following proclamations have been requested.” No other action will be taken by the Township in accordance with Council policy.

PART 14 – BYLAWS

Title and Bylaw Number

14.01 All proposed bylaws must have a bylaw number assigned by the Township Clerk/Deputy Township Clerk, a concise title indicating the purpose of the bylaw, and be divided into sections.

Proposed Bylaws to Council Members

14.02 Unless the Council otherwise resolves, the Council may not consider a proposed bylaw unless the Township Clerk/Deputy Township Clerk has provided each Council Member with the proposed bylaw and it is included in the agenda for the meeting.

Readings of a Bylaw

14.03 The readings of a bylaw may be given in a short form by title and by reference to the bylaw number, provided the proposed bylaw has been included in the agenda.

Recording and Safekeeping of Bylaw

14.04 Every bylaw enacted by the Council shall be numbered, dated, and signed by the Township Clerk/Deputy Township Clerk and the Chair of the Council meeting at which it was adopted, be placed in the Township's records for safekeeping, and endorsed with:

a) the Township's Corporate Seal;

b) the dates of its readings and adoption; and

c) the date of Ministerial approval or approval of the electors, if applicable.

Abandoned Byl0aw

14.05 If a bylaw fails to receive a Mover and Seconder at any reading or at adoption and no outstanding matter applies to it, the bylaw is deemed to have been abandoned, subject only to reconsideration.

Amendment and Repeal of a Bylaw

14.06 Subject to the *Community Charter* or other enactments, a bylaw once adopted, may only be amended or repealed by a bylaw processed in the same manner as the original bylaw.

PART 15 – COMMITTEES

Committee Proceedings

15.01 In relation to committee meetings and in the transaction of all committee business, the applicable rules of procedure that govern meetings of Council shall apply.

PART 16 – GENERAL

Temporary Suspension of Rules and Orders

16.01 Any one or more of the rules and orders set out in this Bylaw may be temporarily suspended by a majority vote of the whole Council, except sections which require the unanimous approval of Council or sections that cannot be suspended without violating the provisions of the *Community Charter.*

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Severability

16.02 If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection or clause.

Public Notification

16.03 This bylaw may not be amended, or repealed and substituted, unless Council first gives notice in accordance with Section 94 of the *Community Charter* describing the proposed changes in general terms.

Effective Date

16.04 Township of Langley Council Procedure Bylaw 2016 No. 5199 shall come into force upon the date the bylaw is adopted.

Bylaw No. 4838 Repealed

16.05 The Corporation of the Township of Langley Council Procedure Bylaw 2010 No. 4838 as amended, is repealed.

NOTICE GIVEN THE 28, and 29 day of April 2016.
SECOND NOTICE GIVEN THE 5, and 6 day of May 2016.

READ A FIRST TIME the	09	day of	May	, 2016
READ A SECOND TIME the	09	day of	May	, 2016
READ A THIRD TIME the	09	day of	May	, 2016
RECONSIDERED AND ADOPTED the	30	day of	May	, 2016

"JACK FROESE" Mayor "WENDY BAUER" Deputy Township Clerk

#5963
12/02/24

Appendix A - Council Meeting Agenda Headings – deleted by Bylaw No. 5963

#5963
12/02/24

Appendix B - Protocol for Public Hearings (Section 464 of the Local Government Act)

A Public Hearing is a statutory requirement under Section 464 of the *Local Government Act,* and must be held before third reading of a community plan, land use contract amendment bylaw, heritage designation bylaw or heritage revitalization agreement bylaw.

During a Public Hearing, Council acts in a quasi-judicial role for the purpose of allowing persons who believe their interest in property is affected by a bylaw, permit or other matter, to make representations to Council either orally or by written submission, or add comments or elaborate upon correspondence that may have already been presented to Council concerning the bylaws. It is important to note that Council is not in a position to receive any additional information on the bylaws following the Public Hearing, as dictated by case law.

The hearing procedure involves an explanation from the Community Development Division on the purpose of the proposed bylaws and to hear from individuals regarding the bylaws. In order to ensure that all interested parties have a reasonable opportunity to be heard, speakers are requested to keep representations as brief and succinct as possible and no longer than five minutes, excluding time required for questions from Council. Speakers will be asked to state their name, neighborhood and city for the record and if referring to prepared remarks, to submit copies of these to the Township Clerk. Decorum must be maintained at all times, this includes refraining from applause, booing, or heckling.

To assist with large numbers of speakers, individuals may advise the Township Clerk/Deputy Township Clerk and sign the speakers list prior to the commencement of the public hearing. The names on the speakers list will be read out during the hearing; however the Chair will also call for any other speakers wishing to present their views once the speakers on the list have all been heard. Individuals who have already addressed Council and wish to add further submissions will wait until the people that have not yet addressed Council have had an opportunity to speak. All submissions and speakers lists are considered part of the public record.

Council members should not express their views nor debate the bylaws, but may question speakers to clarify particular points in the submissions. Council may consider Third Reading, or Third Reading and Final Adoption, at this meeting or at its next Regular Meeting.

Appendix C - Secondary Motions

Subsidiary Motions

The seven subsidiary motions below can assist a meeting in treating or disposing of a resolution or bylaw. All seven require a majority vote. They can be decided formally or, if there is no objection, they can be decided by unanimous consent, for example: "*If there is no objection, we will end debate and proceed to the vote."*

The Motion	The Usage	The Process
Postpone Indefinitely	A motion to decline to take a position on a pending main motion. The effect is to "kill" the main motion for the current session.	A seconder is required. This motion is debatable, but not amendable. A majority vote is required to adopt.
Amend #5823 05/12/22	A motion to change the wording of another motion before voting on it, usually by adding or inserting text, deleting text, or replacing text: "*I move that the motion be amended by adding the words __."*	A seconder is required. An amendment is debatable. Secondary amendments (amendment to an amendment) are prohibited. A majority vote is required to adopt.
Commit/Refer	A motion to send a pending motion to a committee or staff. Instructions may be included: "*I move that the motion be referred to Staff, with instruction to study ____ and report back at the next regular meeting."*	A seconder is required. The motion is debatable (as to the merits of referral) and amendable. A majority vote is required to adopt.
Postpone to a certain time / Defer	A motion to postpone consideration of a main motion to a certain time: "*I move that consideration of this motion be postponed until the next regular meeting."*	A seconder is required. The motion is debatable (as to the merits of postponement) and amendable. A majority vote is required to adopt.
Limit or Extend Debate	A motion to limit or extend debate on a motion, e.g.: "*I move to extend debate on this motion by ten minutes."*	When handled formally, requires a seconder and a majority vote, without debate. Can be decided by unanimous consent: "*Is there any objection to extending debate on this motion by ten minutes?"*
Call the Question	A motion to close debate and vote immediately	When handled formally, requires a seconder and a majority vote, without debate. Closing debate can be done informally, by unanimous consent: "*Is there any objection to ending debate*?" Pause, then say*: "There being no objection, debate is closed."*
Lay on the Table, or "Table"	A motion to set a pending main motion aside to accommodate something else of immediate urgency: "*I see that our invited expert on ____ has arrived and will need to leave in thirty minutes. I move that we table the motion so we can hear from this expert now."*	When handled formally, requires a seconder and a majority vote, without debate. Typically the decision to table is made informally, by unanimous consent. When Council is ready to resume debate of the tabled motion, it may do so with or without a motion to "take/lift from the table."

Privileged Motions
The five privileged motions can be addressed formally (by a motion) or informally (by unanimous consent).

The motion	The usage	The Process
Call for the Orders of the Day	A demand by a member that the agreed upon schedule be adhered to, e.g.: proceed to a pre-scheduled item when the time for it arrived: "*I call for the orders of the day."*	The Chair responds to the call by enforcing the agreed upon schedule. By a majority vote or by unanimous consent, the assembly can decide to deviate from the adopted schedule.
Point of Order	Used to point to a perceived violation of a law, bylaw, rules of order or policy	A Member raises a point of order, the Chair must decide the point of order without debate
Point of Privilege	A request or a motion, usually relating to the privileges of the assembly (e.g.: a complaint about noise or other distractions).	A question of privilege generally should not interrupt a speaker (unless the circumstances require it to interrupt), without debate. If the person is making a request (e.g.: that noise issues be addressed), this is handled informally by the Chair.
Recess	A motion to take a short intermission in the proceedings: "*I move we take a ten minute recess."*	If dealt with formally, requires a seconder and a majority vote, without debate. The motion is typically treated by unanimous consent: "*Is there any objection to a ten minute recess?"* (Pause). "*There being no objection, we are in recess and will resume the meeting at ___.*"
Terminate	A motion to close the meeting.	If dealt with formally, requires a seconder and a majority vote, without debate. This motion can be handled by unanimous consent: "*Is there any further business?"* Pause. "*There being no further business, the meeting is terminated."*
Fix the Time to Which to Adjourn	A motion to set an "adjourned meeting" (a continuation of the same meeting, to conclude the same order of business, e.g.: when a public hearing is not concluded).	If dealt with formally, requires a seconder and a majority vote, without debate. The motion is often treated by unanimous consent: "*Is there any objection to scheduling a meeting on _____ to continue the public hearing?"* Pause. "*There being no objection, a continuation of this meeting has been scheduled for _____."*

Appendix D – Glossary of Terms and Parliamentary Procedures

Amendments
An amendment is a motion to change the wording of another motion before voting on it. The amendment sets aside the motion which it proposes to modify. A motion to amend a debatable motion is debatable and requires the same steps shown for a Main Motion.

There are three main methods of amending a motion:

- by inserting or adding words/paragraphs
- by striking out words/paragraphs
- by striking out and inserting words/paragraphs.

Appeal or Challenge of the Chair
A motion that allows Members to disagree with the Chair's ruling in accordance with the *Community Charter.*

Division of a Question
A motion to divide the Main Motion and consider its components separately.

Lay on the Table
A motion to set the Main Motion aside temporarily, to accommodate another matter of immediate urgency.

Main Motion
- A motion that is made to bring any particular subject before Council.
- No Main Motion can be made when another motion is pending.
- A Main Motion yields to all privileged, incidental or subsidiary motions.
- Main motions are debatable, are subject to amendment, and can have subsidiary motions applied.
- When a Main Motion is Laid on the Table or postponed to a certain time, it carries all pending subsidiary motions with it.
- Main motions require only a majority vote.

Motion to Call the Question
- Cannot be amended.
- Cannot be proposed when there is an amendment under consideration.
- Shall preclude all further amendments of the main question.
- When resolved in the affirmative, the question is to be put forthwith without debate or amendment.
- May be voted against by the Mover and Seconder.

Number of amendments
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- a Primary Amendment changes the wording of the Main Motion
- only one Main Motion, one Primary Amendment may be pending at the same time
- Secondary Amendments are prohibited.

Number of Votes

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If a Main Motion and an amendment are pending, two votes are needed:

- first, a vote on the Primary amendment
- second, a vote on the Main Motion, as amended.

Point of Order
A statement by a Member that a rule has been violated.

Point of Privilege
Raising a question on the Main Motion relating to the rights of the assembly or the individual while business is pending, and where the request motion would otherwise not be allowed.

Postpone Definitely
A motion to postpone consideration of the Main Motion to a future time.

Postpone Indefinitely or Deferral
A motion to decline to take a position on a pending Main Motion.

Referral
A motion to send a main motion to staff or a committee for further study or action.

Township of Langley
Est. 1873

COUNCIL POLICY

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Subject:	Neighbourhood Plans – Initiation and Process	Policy No:	07-221
		Approved by Council:	1998-07-20
		Revised by Council:	2007-10-15
		Revised by Council:	2016-05-30

1. Purpose

1.1 Generally, a neighbourhood plan is necessary as a pre-requisite for development and is intended to anticipate and manage growth, allocate Township investment, capitalize on voluntary contributions and provide stability where growth is not contemplated.

2. Background

The principles of neighbourhood planning in the township are as follows:

2.1 Maintain a seven-year supply of land:

2.1.1 to accommodate population and employment growth, and
2.1.2 to ensure a competitive supply of land and choice for the market.

2.2 Accommodate an average 3% annual population growth rate:

2.2.1 for the Township as a whole (growth in any one community may be greater or less), that complies with the Regional Context Statement and MetroVancouver Regional Growth Strategy.

The average shall be calculated over a seven year period pursuant to paragraph 2.1

2.3 Comply with the Official Community Plan and Local Community Plans in place while attempting to:

2.3.1 provide more detailed plans that are in conformity with community plans, that can be used to base decisions on zoning and servicing; and
2.3.2 provide a means for staging growth in the Township.

2.4 Ensure that services are adequately provided for new development.

2.4.1 Staff shall ensure that services for the new neighbourhood and the associated community, are adequate;
2.4.2 Neighbourhood plan areas shall be based on storm drainage catchments; and,
2.4.3 The provision of services for the community and the neighbourhood shall serve as the basis for servicing requirements for individual development applications.

2.5 Coordinate approvals and required services of other government agencies, as necessary.

2.5.1 Township staff shall take steps to ensure that staff of other government agencies are involved to ensure that their comments are considered, e.g. Department of Fisheries and Oceans' concerns about watercourse protection and School District requirement for school sites.

2.6 Ensure financial viability of development.

2.6.1 The concept that development should pay for growth is to be followed.
2.6.2 Financially viable neighbourhoods contribute to the development of a sustainable community and reduce the risk to the Township.

3. Related Policy

3.1 07-220 Neighbourhood Plans

4. Policy

4.1 Staff shall create and maintain or oversee the creation and maintenance of "Neighbourhood Plans" which illustrate land uses, subdivision patterns, road hierarchies, amenities and facilities, distinguishing between what exists, what has been approved, and what has been proposed. The Neighbourhood Plans shall be available to Council, other departments and the public during normal working hours and at scheduled meetings, as appropriate.

4.2 A neighbourhood plan may be initiated by Township Council or owners in the area. In both cases, the principles outlined in Section 2 shall be followed and the boundaries of a proposed Neighbourhood Plan shall conform to the boundaries outlined in the applicable Community Plan.

4.3 Where owners in an area initiate a neighbourhood plan, the process is as follows:

Expression of interest from owners for the Township to consider preparing a neighbourhood plan for an area, which should include:

4.3.1 a letter setting out expression of interest;
4.3.2 the name and address of contact person;
4.3.3 a list of properties and owners in the proposed neighbourhood plan area and indication of whether each one is in favour or opposed to the neighbourhood plan, or did not provide an opinion;
NOTE: Support of 75% of the owners or owners of 75% of the land is required, or as otherwise approved by Council based on other factors.
4.3.4 the signatures of owners requesting inclusion in a neighbourhood plan;
4.3.5 a map showing land owners who support or who are not in favour of the neighbourhood plan request;
4.3.6 a letter from the proponent(s) outlining proposals for amenities and up-front planning costs they would be willing to contribute;
4.3.7 evaluation by Township staff based on selection criteria; and
4.3.8 a Report to Council with recommendations on whether and where the neighbourhood plan may proceed.

4.4 Commitment by proponent(s):

4.4.1 Staff and proponent(s) shall meet and agree on a list of requirements to begin the planning process in the neighbourhood. These may include:
a) land use commitments;

b) servicing and infrastructure commitments;
c) financial plan commitments;
d) amenity commitments;
e) commitments to provide a portion of the cost of the planning process;
f) commitment to staging and sharing of growth allocations – both within the neighbourhood and with other neighbourhoods.

4.4.2 The proponent(s) must commit to the preparation of an adequately sized neighbourhood plan and the cost and effort associated therewith. The adequate size of a neighbourhood plan will depend on the circumstances present in each case and may vary from plan to plan. There are no specific requirements as to the size of a neighbourhood plan, however as an illustrative example, a neighbourhood plan to support a neighbourhood school or park, or roughly 160 acres, will be viewed favourably.

4.4.3 The proponent(s) must commit to the development of a portion of the neighbourhood in a timely manner. Development in a timely manner will vary from application to application. There are no specific requirements as to the minimum size of an initial application, however it must be of a sufficient size to demonstrate a substantial commitment to proceed and the boundaries of the initial application shall conform to Section 4.2.

4.4.4 A Planning Agreement which sets out the roles, responsibilities and obligations of the Township and the proponent(s) is drawn up.

4.4.5 A Selection Criteria will be used to asses each residential neighbourhood plan proposal and prioritize the various proposals. Each residential neighbourhood plan must be in substantial compliance with the criteria. Neighbourhood plans for commercial, business park or industrial areas may be initiated at Council's discretion. The selection criteria are:

4.4.5.1 Supply of land.
a) Is additional land required to ensure a 7 year supply of land for development in the Township?
b) Does the neighbourhood include land designated for commercial/industrial/institutional uses that will generate employment?
c) Does the neighbourhood open a new desirable employment sector?

4.4.5.2 Continuity with existing urban area.
a) What is the degree of contiguity with an existing area of equivalent or greater density or similar land use?
b) What is the degree of continuity with existing commercial or industrial areas?

4.4.5.3 Potential to develop a complete community.
a) What is the potential for community gathering places?
b) Does the neighbourhood provide a mix of complementary land uses?
c) Does the neighbourhood reduce reliance on regional transportation?
d) Does the neighbourhood provide for road and utility connections?
e) Are community plan provisions up-to-date?

4.4.5.4 Contained neighbourhood.
a) Do the boundaries of the proposed neighbourhood plan conform with Section 4.2?
b) How cohesive is the neighbourhood? (cohesiveness should not be sacrificed to accommodate ownership patterns)
c) Is difficulty anticipated in developing around non-participating pockets?
d) Does the plan provide for adequate population to sustain school, park, transit & other facilities? Does the plan provide for effective/efficient use of community investment?

4.4.5.5 Financial Benefit and Impacts.
a) What amenities, facilities, infrastructure and financing are volunteered amenities?
b) What are the potential for heritage or environmental protection/enhancement?

4.4.6 Staff and the proponent(s) prepare a Planning Agreement to outline the responsibilities of each party.

4.5 Pre-Plan

4.5.1 In accordance with the terms of the Planning Agreement, the proponent(s), at their cost, shall provide all necessary background material to initiate the Planning process. This may include:
a) environmental studies and surveys (top of bank, etc.);
b) preliminary servicing studies;
c) financial analysis;
d) opportunity and constraints mapping;
e) heritage studies;
f) existing community assets and amenities;
g) a planning program including assessment criteria

4.5.2 Neighbourhood Plan Design Criteria

Neighbourhood Plans should be developed based on the following criteria. Plans are to be assessed based on these criteria.

These criteria are used by staff to set priorities for opening new neighbourhoods.

4.5.2.1 Mix of housing types.
a) The neighbourhood plan should provide a variety of housing types, densities and tenures to meet a wide range of demand and correspond to the current and anticipated demographic needs of the community.

4.5.2.2 Public owned streets.
a) Publicly owned and publicly accessible streets are encouraged with development oriented to the street to create a pedestrian environment.

4.5.2.3 Variety of transportation modes.

a) Neighbourhoods should be designed to be efficient and convenient for a variety of transportation modes, including walking, bicycles, transit, and private vehicles.
b) Neighbourhoods should be designed to encourage walking for pleasure, daily needs and accessing transportation.

4.5.2.4 Interface/edge treatment.
a) The urban/rural boundary should be carefully planned and designed to minimize conflicts.
b) The interface treatment between different land uses or densities should minimize conflicts.

4.5.2.5 Balance between jobs and residents.
a) Economically realistic employment opportunities should be provided within or adjacent to the neighbourhood plan.
b) Balance between jobs and employment in the Township should be maintained or improved.

4.5.2.6 Protection of the environment.
a) Environmentally sensitive areas should be protected.
b) Green spaces should be provided and linked to other green spaces.

4.5.2.7 Special places.
a) Each neighbourhood should be organized around a special place.
b) Schools, parks, landmarks, commercial nodes, places of worship, institutions, amenities, heritage sites, or combinations thereof can provide a community gathering place, focus and identity.

4.5.2.8 Safety and security
a) Land use and building design should foster safety and security.

4.5.2.9 Phasing
a) A neighbourhood plan should contain staging details, including annual population and dwelling unit growth in concert with overall Township objectives.
b) Thresholds should be proposed to allow the Township to balance growth in a number of neighbourhood plan areas to achieve an overall annual population growth rate of 3%.

4.5.2.10 Schools & parks.
a) Adequate school and park sites shall be provided to accommodate the projected population.
b) Completed neighbourhoods will contain sufficient population to sustain an elementary school.
c) School sites will be integrated with neighbourhood parks wherever feasible.
d) Interim or phased facility development shall be identified.

4.5.2.11 Community programs
a) The neighbourhood plan should address provision of community and social service needs.

4.5.2.12 Services
a) Road, water, sanitary sewer and storm sewer systems should be extended in an efficient manner.
b) Significant contributions to bring services to the neighbourhood plan area should be noted.
c)

4.5.2.13 Financial considerations
a) The neighbourhood plan should identify:
i) required facilities and services and how they will be provided (by the Township, by the developers or through the rezoning process);
ii) the cost of potential DCC projects required for development, and modifications to the DCC program;
iii) the extent of financial resources expected from the Township and the proposed cost recovery method.

4.5.2.14 Efficiencies
a) Initiatives to reduce future operating costs of services, facilities and amenities shall be identified.

4.5.2.15 Innovation
a) Innovative proposals to meet the needs of the new community in more efficient or more effective ways should be described.

4.5.2.16 Sustainability
a) Sustainability provisions should be set out in the plan.
b) Sustainable development is defined as “a process in which the exploitation of resources, the direction of investments and institutional changes are all made consistent with future as well as present needs”.
c) Sustainable development has the following underlying premises:
i) symbiotic relationships between consumer humanity & producer natural systems;
ii) compatibility between ecology & economics.

4.5.3 When complete, requisite payments to engage consultant and specialists for the planning process are required to proceed to the next stage.

4.6 Neighbourhood Plan preparation process.

The steps in the preparation of a plan are as follows:

4.6.1 establish the Neighbourhood Plan Consultative Team, review background information;
4.6.2 publicly present information on process and obtain input on issues;
4.6.3 prepare options;
4.6.4 open house to review preferred concept;

4.6.5 prepare draft neighbourhood plan;
4.6.6 assess impacts;
4.6.7 publicly review draft neighbourhood plan and obtain input on proposals;
4.6.8 finalize the neighbourhood plan;
4.6.9 Council or Planning Committee consideration.

4.7 Post Plan

4.7.1 The post plan process or the process following the preparation of a plan will attempt to ensure that:
a) conclusions of the planning process are appropriately documented;
b) necessary programs are initiated;
c) commitments by the Township and the proponent(s) are delivered; and
d) community development through subsequent rezonings and subdivision benefit by better certainty through planning and pre-servicing.

4.7.2 Staff and proponent(s) examine the plan and review initial commitments.
4.7.3 Agreements are obtained to secure:
a) services;
b) amenities;
c) heritage conservation;
d) environmental preservation;
e) any other matter set out in the plan.

Note: Where appropriate, security for these agreements may only relate to the anticipated initial stage of neighbourhood development.

4.7.4 The initial stage of development should be of sufficient scale to warrant opening a neighbourhood.
4.7.5 Approximately 25% of a typical quarter section should be included in the secured commitments to “front-end” neighbourhood development.
4.7.6 The planning cycle concludes with zoning and development at the initial stage.

4.8 Sub-Neighbourhood Plan

Council may consider a sub-neighbourhood plan within the Willoughby Community Plan area, subject to the following:

4.8.1 The principal use must be an institutional, business park or cultural/civic use. Conventional residential development (fee simple and condominium use) may be permitted, but shall be multi-family in form, preferably mid or high rise in a mixed use development, and designed as adult-oriented.
4.8.2 The proponent shall demonstrate that the proposal has very minimal impact on schools and parks in the area.
4.8.3 The full cost of the sub-neighbourhood plan shall be borne by the proponent(s), with no provision for reimbursement of any costs by the Township. In addition, the proponent shall pay the Township $1,000 per gross acre of land within the sub-neighbourhood plan area to offset staff administration costs such as providing information, liaison, reviewing proposal and public consultation.
4.8.4 The proponent shall prepare a terms of reference document in consultation with Township staff and receive the approval of Township Council before initiating work on the plan. The terms of reference shall specify:

4.8.4.1 A process for undertaking the sub-neighbourhood plan that addresses the requirements of this section;
4.8.4.2 A public consultation process; and
4.8.4.3 A timeline for the process.

4.8.5 The sub-neighbourhood plan shall be completed to the acceptance of the Township of Langley and shall address:

4.8.5.1 land use, density and building form;
4.8.5.2 appropriate development permit and design guidelines;
4.8.5.3 protection of environmentally sensitive areas, including a review of stream classification and wildlife habitat, and compliance with the provisions of the Subdivision and Development Servicing Bylaw 2011 No. 4861, as amended, including Tree Protection;
4.8.5.4 planning issues on surrounding lands and potential changes to plan designations and policies, including a plan showing how this area potentially integrates with the adjacent neighbourhoods, including road, greenway and trail connections, schools and park sites, and land use designations;
4.8.5.5 provision of water, sanitary sewer and stormwater management plans, a traffic impact analysis and a geotechnical study to support both the land use and works and services;
4.8.5.6 location of greenway and trails;
4.8.5.7 impacts on elementary and secondary schools and neighbourhood and community parks, policing and fire protection, and
4.8.5.8 other issues that the Township determines are important to address.

4.8.6 All the engineering services identified in the engineering servicing plans and studies described in 4.8.5 above, shall be provided to the ultimate standard at the cost of the proponent(s).
4.8.7 The proponent will be responsible for obtaining comments and approvals from relevant agencies, including a letter of authorization or equivalent from the Department of Fisheries and Oceans, where required.
4.8.8 The sub-neighbourhood plan and engineering reports shall be provided in formats acceptable to the Township.

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Public Information Meetings

Policy No:	**07-222**
Approved by Council:	**1998-07-21**
Revised by Council:	**2007-10-15**
Revised by Council:	**2016-05-30**

1. Purpose

1.1 To determine how development proposal, planning strategy and planning policy open houses and public information meetings are held and public input gathered at such meetings subsequently published and distributed.

2. Background

2.1 From time to time staff, or development proponents upon request by the Township of Langley or on their own initiative, conduct open houses or public information meetings. The main purpose of such meetings is to provide information to area residents and to obtain early feedback to ensure issues and concerns are identified and addressed early in the process. To ensure public comments are provided in a consistent and coherent manner, questionnaires are often distributed and made available for a period of time after an open house or public information meeting.

3. Related Policy

3.1 07-160 Council Consultation – Official Community Plan
07-220 Neighbourhood Plans
07-221 Neighbourhood Plan – Initiation and Process

4. Policy

4.1 Notice of meetings should be provided to residents immediately adjacent to the subject site, where applicable, and advertised in local news media on two consecutive publications between 10 to 14 days prior to the meeting date.

4.2 Meetings should be held at a suitable location in close proximity to the subject site and at a convenient time avoiding day time weekdays, weekends, holidays and special seasons.

4.3 Questionnaires or comment sheets are to be provided to assist members of the public in providing input relating to the proposal or subject site. A summary of the comments on the questionnaires shall be provided to Council in a report as soon as possible after the open house or meeting. Results will be provided in a summary format only.

4.4 Developers are encouraged to utilize the services of their consultants before and during public meetings.

4.5 A copy of the questionnaires may be provided to individual members of Council upon request.

4.6 A copy of the questionnaires can be made available for public review with individual names and addresses redacted where these are provided on the questionnaire.

4.7 Copies of the questionnaires, with individual names and addresses redacted, will be made available to the public for the cost of photocopying the questionnaires.

4.8 A detailed record of meetings, including the number and representation of the attendees shall be kept by staff if Township driven or by development proponents for private initiatives. Staff may attend meetings relating to the development proposal as an observer and at the discretion of the General Manager, Community Development.

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Naming of Parks, Trails, Buildings, Facilities and Infrastructure

Policy No:	**06-103**
Previous Policy No:	**06-022**
Approved by Council:	**1998-10-26**
Revised by Council:	**2008-06-23**
Revised by Council:	**2013-09-30**
Revised by Council:	**2016-05-30**

1. Purpose

1.1. To establish a criteria and process for naming, or re-naming Township of Langley parks, trails, buildings, facilities and infrastructure.

2. Background

2.1. Council and staff regularly receive requests from the community with respect to the naming or re-naming of municipal parks, trails, buildings, facilities and infrastructure.

3. Related Policies

3.1. 02-008 Corporate Sponsorship

3.2. 07-162 Street Names and Numbering

4. Policy

4.1. Council discussions regarding the selection of names shall be held during a Closed Council meeting. Following Council's resolution on the issue, Council will further resolve the appropriate timing to bring the naming resolution forward to a regular Council meeting.

4.2. The Township Administrator, or designate, will prepare a report to Council, when Council approval is required, outlining all naming requests or consideration for naming requests, and the steps to be taken in considering the request. The intention is to outline the information required in order to fully evaluate the request. This information may include all or some of the following:

4.2.1. Researching the background of such individual, organization, corporation;
4.2.2. In the case of an individual or family, consultation with the immediate family to ensure consensus for the initiative;
4.2.3. In the case of re-naming, researching the background on the original or historic name;
4.2.4. The financial implications of implementing the decision including appropriate ceremony and signage requirements.

4.3. The Township Administrator, or designate, may approve the naming of new or unnamed parks, trails, buildings and segments of buildings, municipal infrastructure, or any other type of facility or area where the name:

4.3.1. is purely functional or location specific; or
4.3.2. indicates the use to which a park or facility is being put; or
4.3.3. recognizes the nature, history and geography of the area.
These types of names do not require approval by Council resolution.

4.4. A Joint Committee of School District #35 and Township of Langley representatives should determine a recommendation for the naming of joint Neighbourhood Park / school sites where the recommended name is purely functional or location specific or recognizes the nature, history and geography of the area. Neighbourhood parks located immediately adjacent to existing school sites should bear the same name as the school. These name types do not require approval by Council resolution.

4.5. A Joint Committee of School District #35 and Township of Langley representatives should determine a recommendation for the naming of joint school/park sites where the recommended name is the name of an outstanding citizen or a significant individual, organization, or corporate donor. These name types will require approval by Council resolution, in concurrence with Langley School Board.

4.6. Council may name parks, trails, buildings and segments of buildings, municipal infrastructure, or any other type of facility or area where such name is the name of an outstanding citizen, or a significant individual, organization or corporate donor. These naming decisions require approval by Council resolution.

4.7. An initiative to re-name a park, trail, building and segment of building, municipal infrastructure, or any other type of facility or area, will be considered only when the existing name indicates the location, function and use or represents the nature, history and geography of the area. Requests to re-name facilities that were originally named to honour an outstanding citizen, or a significant individual, organization or corporate donor will generally not be considered. All re-naming initiatives, regardless of the nature of the new name, require approval by Council resolution.

4.8. When a name is proposed as a consequence of a gift, donation or bequest, the value of any lands donated, or the capital cost of a new or restored facility compared to the value of the gift or bequest shall be taken into account.

4.8.1. Council may consider a name that recognizes the individual or family name for any lands bequested to the Township of Langley should they become managed park or open space.
4.8.2. Council may consider a name that recognizes a not-for-profit organization or service club, where the monetary contribution is at least 25% of the total capital cost of the project.
4.8.3. Council may consider a name that recognizes a person, organization or corporation where the monetary contribution is at least 25% of the total capital cost of the project. The Township's Corporate Sponsorship policy should be referenced.
4.8.4. A monetary contribution which meets the minimums established does not assure naming privileges. All naming decisions are at the discretion of Council and require a specific resolution by Council.
4.8.5. The sale of "Naming Rights" is not considered a gift, donation or bequest, nor considered in perpetuity, but are generally sold for a specific dollar

amount for a specific period of time. "Naming Rights" may be sold for a building or segments of buildings, or municipal infrastructure, at the discretion of Council and require a specific resolution by Council.

4.9. When an intention is to honour an outstanding citizen by naming or re-naming a park, trail, building or segment of buildings, municipal infrastructure, or any other type of facility or area in recognition of the individual, and no gift bequest is involved, and in the case of members of the community or Township employees, meritorious or outstanding service to the Township will be considered. Generally, the naming or re-naming commemoration of a person shall not be considered before a reasonable amount of time has passed after their death. This will provide staff with the opportunity to fulfill the requirements of Section 4.2.

4.10. When an intention is generally to honour an outstanding citizen and no gift bequest is involved, and in the case of members of the community or Township employees, meritorious or outstanding service to the Township will be considered. Recognition of such community leaders, whether living or deceased, shall be achieved through appropriate commemorative signage, plaques, kiosk, and / or pictures within or at the applicable facility.

4.11. Naming a building, segments of buildings, or other facilities after persons, organizations and corporations does not imply that the name or names will be used in perpetuity.

4.11.1. When a building, segment of building, or other facility is demolished, replaced or substantially renovated, or where the occupancy changes and the former name is no longer appropriate, then a request for a new name will be considered.

4.11.2. It may be appropriate to place a plaque in, or on, a new building to indicate that it occupies the site of a building formerly known by another name.

Township of Langley
Est. 1873

COUNCIL POLICY

Subject: Neighbourhood Traffic Calming

Policy No:	**05-110**
Previous Policy No:	**05-763**
Approved by Council:	**1999-02-15**
Revised by Council:	**2004-04-05**
Revised by Council:	**2009-10-19**
Revised by Council:	**2012-09-17**
Revised by Council:	**2016-05-30**
Revised by Council:	**2019-09-09**

1. Purpose

1.1. To define the criteria and conditions to evaluate the installation and removal of traffic calming measures in neighbourhoods.

2. Background

2.1. The Township regularly receives requests for the implementation and the removal of traffic calming measures in neighbourhood areas. This policy will set the criteria for the review, implementation and monitoring of traffic calming measures.

3. Related Policy

3.1. Township of Langley Subdivision and Development Servicing Bylaw 2011 No. 4861 in conjunction with the Master Transportation Plan Road Classifications Map.
3.2. Highway and Traffic Bylaw 2010 No. 4758 and amendments thereto.
3.3. Motor Vehicle Act (1996 c.318) of the B.C. Motor Vehicle Traffic Legislation Manual and amendments thereto.

4. Policy

4.1. Suitable Locations:

4.1.1. Traffic calming will not be considered on arterial roads.
4.1.2. Traffic calming will not be considered on collector roads except as outlined in the table in section 4.1.5.
4.1.3. Traffic calming requests may be considered on local roads or lanes at the discretion of the Municipal Engineer subject to the criteria outlined in this policy.
4.1.4. Study area will depend on the location and extent of the traffic calming measures proposed and must include a review of adjacent roads that may be impacted by a shift of traffic.
4.1.5 Allowable forms of traffic calming are outlined in the following table:

Traffic Calming Device	Road Classification				
	Major Collector	Major collector by School or Park	Minor Collector	Minor Collector by School or park	Local/Lane
Vertical Deflection					
Raised Crosswalk		✔	✔	✔	✔
Raised Intersection		✔	✔	✔	✔
Rumble Strip	✔	✔	✔	✔	✔
Sidewalk Extension					✔
Textured Crosswalk	✔	✔	✔	✔	✔
Speed Hump		✔	✔	✔	✔
Horizontal Deflection					
Chicane					✔
Curb Extension	✔	✔	✔	✔	✔
Curb Radius Reduction			✔	✔	✔
On Street Parking	✔		✔		✔
Raised Median Island	✔	✔	✔	✔	✔
Traffic Circle		✔	✔	✔	✔
Obstruction					
Directional Closure					✔
Diverter					✔
Full Closure					✔
Intersection Channelization		✔		✔	✔
Raised Median through Intersection	✔	✔	✔	✔	✔
Right-In/Right-out Island	✔	✔	✔	✔	✔
Signage[1]					
Right (Left) Turn Prohibited	✔	✔	✔	✔	✔
One Way	✔	✔	✔	✔	✔
Traffic Calmed Neighborhood	✔	✔	✔	✔	✔

[1]Signage must follow guidance of the Manual of Uniform Traffic Control Devices for Canada

Key

✔ May be considered

4.2. Initiation:

4.2.1. Requests for the installation or removal of traffic calming will be initiated by written request(s) from resident(s) or business owner(s) or by Township initiative.

4.3. Review Process

4.3.1. The eligibility of the road for traffic calming will be assessed by the Municipal Engineer.

4.3.2. If the location is eligible for consideration for traffic calming the study area will be defined and the person(s) requesting traffic calming contacted. The person(s) requesting traffic calming will be provided with a plan showing the proposed affected area, and appropriate forms, and requested to contact the property owners within the study area for their support.

4.3.3. Community Support in the form of a minimum of 67% of the total number of respondents to a ballot of the study area is required to proceed to a detailed evaluation of the request, with the exception of roads fronting schools or playgrounds zones, which shall not be subject to these requirements.

4.3.4. Upon receipt of and verification of sufficiency of community support a Public Review Process will be undertaken to consider appropriate methods of traffic calming for an area and to determine support for the options identified. As a minimum, this process will included advertisements in local papers outlining the proposed traffic calming measure(s). Roads fronting schools or playground zones are not subject to these requirements.

4.3.5. Council will be informed of the installation of the traffic calming measures.

4.4. Criteria:

4.4.1. Road Classification
4.4.2. Traffic volume.
4.4.3. Non-local traffic short cutting through a neighbourhood.
4.4.4. The 85 percentile speed.
4.4.5. Accident history.
4.4.6. Pedestrian activity.
4.4.7. Land Use.
4.4.8. Proximity to schools and parks
4.4.9. Traffic calming measures must not have a negative effect on overall traffic safety or emergency vehicle access
4.4.10. Cycling routes and proximity to transit routes
4.4.11. Routes to schools
4.4.12. Presence of sidewalks
4.1.13. Nearby arterial road improvements
4.1.14. Traffic diversion potential

4.5. If appropriate, approved traffic calming measures shall be installed on a temporary basis and be subject to a six month trial basis to determine the effectiveness and allow time for evaluation by staff, emergency service providers and residents.

4.6. Installation will be subject to availability of funding.

4.7. Priorities for installations will be determined by a comparison of the criteria in section 4.4.

4.8. Removal of traffic calming:

4.8.1. The eligibility for removal of a traffic calming, will be assessed by the Municipal Engineer.

4.8.2. If the location is considered eligible for the removal of traffic calming, the study area will be defined and the person(s) requesting the removal of traffic calming contacted. The person(s) requesting removal traffic calming will be provided with a plan showing the proposed affected area, and appropriate forms, and requested to contact the property owners within the study area for their support.

4.8.3. Community support in the form of a minimum of 67% of the total number of respondents to a ballot of the study area is required to proceed to a detailed evaluation of the request.

4.8.4. Upon receipt of and verification of sufficiency of community support, a Public Review Process will be undertaken to consider appropriate methods of removal of traffic calming for the area and to determine support for the option(s) identified.

4.8.5. Council will be informed of the removal of the traffic calming measures.

4.8.6. The Municipal Engineer, at his discretion, may remove any traffic calming measure that is deemed to be inappropriate or poses a threat to the safety of the traveling public. Council will be informed of the removal of the traffic calming measure.