

REGULAR COUNCIL MEETING – AGENDA & ANNUAL GENERAL MEETING



Agenda for the Regular Council Meeting, including the Annual General Meeting, scheduled for Tuesday, July 11, 2017 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

1. Call to Order

2. Approval of the Agenda

Recommendation: That the agenda be approved as circulated.

3. Public Input

Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. Delegations

(a) **Anmore Heritage Society – Request for Grant Application to Heritage Canada**

page 1

Request received July 5, 2017 from Anmore Heritage Society is attached.

5. Adoption of Minutes

(a) **Minutes of the Regular Council Meeting held on June 20, 2017**

page 2

Recommendation: That the Minutes of the Regular Council Meeting held on June 20, 2017 be adopted as circulated.

6. Business Arising from Minutes

7. Consent Agenda

8. Items Removed from the Consent Agenda

9. Legislative Reports

(a) **Zoning Bylaw Update**

page 10

Report dated July 6, 2017 from the Manager of Development Services is attached.

10. Unfinished Business

11. New Business

(a) Annual Meeting – Presentation of Annual Report (2016)

page 98

Annual Municipal Report (draft) is attached.

(b) Annual Water Quality Report (2016)

page 140

Report prepared June 2017 by the Operations Superintendent is attached.

(c) Award of Contract – Village Centre Site Development Plan

page 173

Report dated July 6, 2017 from the Chief Administrative Officer is attached.

(d) Finance Committee – Recommendation

Recommendation: To approve the pre-purchase of 60 Townsite Tales historical books from author Ralph Drew for a total cost of \$2,500, to be funded from Community Grants;

and That the books be used as gifts and available for resale;

and That any resales be put back into the Community Grants account.

(e) Parks and Recreation Committee – Topics of Interest

page 176

Report dated July 6, 2017 from the Manager of Corporate Services is attached.

(f) Public Safety Committee – Topics of Interest

page 178

Report dated July 6, 2017 from the Manager of Corporate Services is attached.

(g) City of New Westminster – Request for Support – run by Mayor

page 180

Letter received June 30, 2017 from Jonathan Coté, Mayor, is attached for consideration.

12. Mayor's Report**13. Councillors Reports****14. Chief Administrative Officer's Report****15. Information Items****(a) Committees, Commissions and Boards – Minutes**

(b) General Correspondence

pages
185-188

- Letter received May 4, 2017 from PRIMECorp regarding updates on their Operating and Capital Budgets and report of the Office of the B.C. Auditor General on a 2016 IT security audit of PRIME-BC.
- Letter received July 5, 2017 from Local Government Management Association of B.C. regarding their 2016 Annual Report is attached. To view the report, visit <http://www.lgma.ca/assets/About~LGMA/Documents/LGMA%20Annual%20Report%202016-FINAL.pdf>

16. Public Question Period

Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.

17. Adjournment

Delegation to Council Request Form

Contact Information

Name of presenter: GAETAN ROYER

Name of organization: ANMORE HERITAGE SOCIETY

Mailing Address: _____

Phone Number: _____

Email Address: GAETAN @ CITYSTATE.CA

Presentation Information

Preferred meeting date at which you wish to appear (if known): JULY 11, 2017

Number of person(s) expected to attend: 4 MEMBERS OF AHS

Reason(s) for presentation:

☒ To provide information

☐ To request funding

☐ To request letter of support

☒ Other TO RESPECTFULLY REQUEST THAT THE
VILLAGE OF ANMORE APPLY FOR A \$325,000 GRANT

Resources: FROM HERITAGE CANADA

☐ Projector and Screen (bring own laptop)

☐ Other _____

Please submit the completed form and related presentation materials to the Manager of Corporate Services by 12:00 p.m. on the Thursday prior to the Council Meeting via email to christine.milloy@anmore.com or delivered to village hall.

For questions regarding this process, please phone Christine Milloy at 604-469-9877.

REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on June 20, 2017 in
Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ryan Froese
Councillor Ann-Marie Thiele
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Nil

OTHERS PRESENT

Juli Kolby, Chief Administrative Officer
Christine Milloy, Manager of Corporate Services
Martin Greig, Building Inspector

1. Call to Order

Mayor McEwen called the meeting to order at 7:05 p.m.

2. Approval of the Agenda

Council agreed to accept the addendum to the agenda, adding item 11(d) – Remedial Action Requirement – 202 Kinsey Drive. Council agreed to address item 11(a) immediately following item 3.

It was MOVED and SECONDED:

R112/2017

“THAT THE AGENDA BE APPROVED AS AMENDED.”

CARRIED UNANIMOUSLY

11. New Business

(a) **Dr. Hal Weinberg Scholarship – Presentation**

Mayor McEwen presented the Dr. Hal Weinberg Scholarship Award to Sarah Mueckel.

3. Public Input

Lynn Burton, Sugar Mountain Way, commented on item 4(a), congratulating Ralph Drew for the work he is doing for his new book.

Gaetan Royer, 626 loco Road, Port Moody, commented on item 4(a) that he has a copy of Ralph Drew's book which is invaluable.

4. Delegations

(a) Ralph Drew, Author – Request for Sponsorship

Ralph Drew, a self-published local historian, presented information about his new book titled 'Townsite Tales – The History of loco, Anmore, Belcarra Port Moody Indian Arm', which includes a full chapter on the Anmore valley. Mr. Drew requested that Council support his project by pre-purchasing 100 books.

It was MOVED and SECONDED:

R113/2017 **"THAT WE REFER RALPH DREW'S REQUEST FOR
SPONSORSHIP TO THE FINANCE COMMITTEE."**

CARRIED UNANIMOUSLY

5. Adoption of Minutes

(a) Minutes of the Special Council Meeting held on May 12, 2017

It was MOVED and SECONDED:

R114/2017 **"THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING
HELD ON MAY 12, 2017 BE ADOPTED AS CIRCULATED."**

CARRIED UNANIMOUSLY

(b) Minutes of the Regular Council Meeting held on June 6, 2017

It was MOVED and SECONDED:

R115/2017 **"THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON JUNE 6, 2017 TO BE ADOPTED, AS AMENDED."**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

On question from Council for an update on item 9(ii), where Council requested that staff obtain clarification on which organization holds enforcement authority in Buntzen Lake and their level of authorization relative to Anmore Fire Prevention Bylaw, Ms. Kolby reported that she has not had an opportunity to contact the Fire Chief, and she is awaiting an update from Buntzen Lake.

11. New Business**(d) Remedial Action Requirement – 202 Kinsey Drive**

It was MOVED and SECONDED:

R116/2017 “THAT COUNCIL HEREBY DECLARE THE EXCAVATION LOCATED AT THE SOUTH OF THE COVENANT AREA OF 202 KINSEY DRIVE IS IN OR CREATES AN UNSAFE CONDITION AND IS A NUISANCE WITH RESPECT TO SECTION 74 OF THE COMMUNITY CHARTER;

AND THAT COUNCIL ORDERS THE OWNERS OF THE PROPERTY, BRADLEY WOLGEMUTH AND MIKAELA TAYLOR, TO INSTALL RETAINING MEASURES THAT WILL RETAIN THE SLOPE AT THE COVENANT AREA, PREVENT FURTHER SLOPE FAILURE, REINSTATE THE SOIL, COVENANT BOUNDARY FENCE AND SIGNAGE AT 202 KINSEY DRIVE WITHIN FOURTEEN (14) DAYS AFTER RECEIPT OF THIS ORDER;

AND THAT COUNCIL ORDERS THE OWNERS OF 202 KINSEY DRIVE, BRADLEY WOLGEMUTH AND MIKAELA TAYLOR, TO OBTAIN A BUILDING PERMIT TO RECTIFY THE UNSAFE CONDITIONS CREATED BY THE UNAUTHORIZED EXCAVATION WITHIN SEVEN (7) DAYS AFTER RECEIPT OF THIS ORDER;

AND THAT COUNCIL AUTHORIZES STAFF TO UNDERTAKE THE REQUIRED WORK AND RECOVER THE ACTUAL COST FROM THE HOMEOWNERS IN ACCORDANCE WITH SECTION 258 OF THE COMMUNITY CHARTER, SHOULD BRADLEY WOLGEMUTH AND MIKAELA TAYLOR DEFAULT ON THE REMEDIAL ACTION REQUIREMENT ORDER.”

CARRIED UNANIMOUSLY

Martin Greig left the meeting at 7:46 p.m.

7. Consent Agenda

It was MOVED and SECONDED:

R117/2017 “THAT THE CONSENT AGENDA BE ADOPTED.”

CARRIED UNANIMOUSLY

(a) Letter (draft) to Rick Glumac, MLA for Port Moody-Coquitlam

R118/2017 “THAT THE DRAFT LETTER DATED JUNE 21, 2017, REGARDING CONGRATULATIONS AND BRIEFING ON CURRENT ISSUES, BE ISSUED TO RICK GLUMAC, MLA FOR PORT MOODY-COQUITLAM.”

ADOPTED ON CONSENT

(b) Poverty Reduction Strategy

R119/2017 “THAT THE LETTER DATED MAY 25, 2017 FROM MINISTER OF FAMILIES, CHILDREN AND SOCIAL DEVELOPMENT AND THE POVERTY REDUCTION STRATEGY TOOLKIT BE REFERRED TO THE COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE FOR REVIEW AND COMMENT.”

ADOPTED ON CONSENT

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports

(a) Statement of Financial Information

It was MOVED and SECONDED:

R120/2017 “THAT COUNCIL APPROVES THE STATEMENT OF FINANCIAL INFORMATION AND MANAGEMENT REPORT.”

CARRIED UNANIMOUSLY

(b) Bylaw Updates to Address Parking Concerns

(i) Parking Regulation and Enforcement Amendment Bylaw No. 564-2017

It was MOVED and SECONDED:

R121/2017 “THAT PARKING REGULATION AND ENFORCEMENT AMENDMENT BYLAW NO. 564-2017 BE ADOPTED.”

CARRIED UNANIMOUSLY

(ii) Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017

It was MOVED and SECONDED:

R122/2017 **“THAT ANMORE MUNICIPAL TICKET INFORMATION UTILIZATION AMENDMENT BYLAW NO. 563-2017 BE ADOPTED.”**

CARRIED UNANIMOUSLY

(iii) Business Licencing Amendment Bylaw No. 565-2017

It was MOVED and SECONDED:

R123/2017 **“THAT ANMORE BUSINESS LICENCING AMENDMENT BYLAW NO. 565-2017 BE ADOPTED.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(b) Community Engagement, Culture and Inclusion Committee – Topics of Interest

It was MOVED and SECONDED:

R124/2017 **“THAT COUNCIL AUTHORIZES THE COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE TO CONDUCT A REVIEW OF ANY MATTERS IN THE FOLLOWING SUBJECT AREAS: AGE FRIENDLY PLANNING; CULTURAL DIVERSITY; AND COMMUNITY ENGAGEMENT.”**

CARRIED UNANIMOUSLY

(c) Strata Corporations Use of Council Chambers

It was MOVED and SECONDED:

R125/2017 **“THAT COUNCIL APPROVE AN ANNUAL FEE WAIVER FOR ANMORE STRATA CORPORATIONS TO HOLD THEIR ANNUAL GENERAL MEETING PLUS FOUR ADDITIONAL MEETINGS IN COUNCIL CHAMBERS, AS OUTLINED IN THE REPORT DATED JUNE 14, 2017 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING ANMORE STRATA CORPORATIONS' USE OF COUNCIL CHAMBERS.”**

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- He thanked Councillor Thiele for Chairing the meeting two weeks ago.
- On May 31, he and Ms. Kolby attended a joint Village's meeting, hosted by Lions Bay, which also included Belcarra and Bowen Island.
- On June 2, he attended the Tri Cities Chamber open house; they are now located near Sushi Town and BCAA.
- On June 13, he hosted a meeting with Ralph Drew, Mayor for Village of Belcarra, and Jay Sharpe, Fire Chief for Sasamat Volunteer Fire Department, regarding fire protection. Eagle Mountain Middle School has extended their fire protection contract with City of Port Moody for 6 months. He had an opportunity to view the new fire truck (i.e. pumper truck). The cost of the truck was \$475,000USD (approximate), which was fully funded by fire department's reserve account.
- On June 15, Council met with Brilliant Circle Group to meet their new development team.
- On June 17, Council met to review the Corporate Strategic Plan.
- Grass is starting to grow in the Spirit Park expansion.
- There has been a lot of confusion regarding Anmore's stance on David Avenue connector related to the loco Lands.
- He participated in a conference call with the Federal Heritage Minister regarding the Ma Murray project, and Council will discuss this matter in an In-Camera meeting following this Council meeting.

13. Councillors Reports

Councillor Weverink reported that:

- He attended the open house on Saturday and met with some consultants with Brilliant Circle Group, including two of whom he already knows. He added that he has a lot of confidence in them.

Councillor Thiele reported that:

- The Community Engagement, Culture and Inclusion Committee had a good meeting, and she is looking forward to working on those items.
- She will attend the Finance Committee meeting on Monday.
- She attended the two public meetings hosted by Brilliant Circle Group, and noticed that the first meeting included about five Anmore residents and the second meeting was well attended by Anmore residents. She added that she encourages residents to attend one of the two additional events.

14. Chief Administrative Officer's Report

Juli Kolby reported that:

- Staff is finalizing the Annual Report, which will be published this week. During the strategic planning session on Saturday, Council reviewed the objectives. Residents can provide comment to Council through the Corporate Officer, and the report will be presented to Council on July 11 with any comments from the public. The report will be posted to the website.
- As a reminder, property taxes are due on July 4.
- At the June 6 Council meeting she had shared a report from the Conservation Officer that there had been no reports of bear sightings and one cougar sighting. She has since received an update that there have been three bear sightings. It is another reminder to keep bear attractants away.
- She is pleased that with the updating of the website and forms, staff are receiving resident requests to be included in email notification.

15. Information Items

(a) Committees, Commissions, and Boards – Minutes

Nil

(b) General Correspondence

- Letter received June 6, 2017 from The 2017 Port Moody Senior Secondary AfterGrad Committee regarding the donation to their AfterGrad celebration.
- Letter received June 6, 2017 from Canadian Wood Council regarding Call for Nominations for the 2017 Community Recognition Awards.
- Letter received June 13, 2017 from Wilderness Committee regarding their report titled 'Time's Up for the Tar Sands'.

16. Public Question Period

Nil

17. Adjournment

It was MOVED and SECONDED:

R126/2017 **“TO ADJOURN.”**

CARRIED UNANIMOUSLY

The meeting adjourned at 8:13 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 6, 2017

Submitted by: Jason Smith, Manager of Development Services

Subject: Zoning Bylaw Update

Purpose / Introduction

The purpose of this report is to provide Council with an update on the latest version of the draft Zoning Bylaw and to provide Council with an opportunity to provide comment and input on the draft Zoning Bylaw prior to it potentially returning for initial readings in the fall.

Recommended Resolutions

THAT the report dated July 6, 2017 from the Manager of Development Services regarding Zoning Bylaw Update be received for information.

Background

An update to the Zoning Bylaw has been on the Council strategic plan for some time. Over the last several months, considerable work has been undertaken by staff, the development community and the Advisory Planning Commission (APC) to develop, review and improve the Zoning Bylaw.

This phase of the review began with a presentation to Council of a draft Zoning Bylaw in November 2016 that had been generated by CitySpaces Consulting. Council directed staff to move forward with further review of the draft Zoning Bylaw.

Staff worked with the Advisory Planning Commission over several months to extensively review the draft Zoning Bylaw and to improve it. The APC endorsed the draft Zoning Bylaw at their meeting in March 2017.

Concurrent with the APC's review, staff also engaged members of the design and building community to review the draft Zoning Bylaw, to ensure that their concerns and input would also be included.

Report/Recommendation to Council

Zoning Bylaw Update

July 6, 2017

Staff also held a public meeting for members of the Countryside community in March 2017 to hear from them on the zoning changes being proposed for Countryside. As a result of that meeting and subsequent smaller meetings regarding Countryside, further changes were made to the RCH-1 zoning.

The draft Zoning Bylaw (Attachment 1) was presented at a public meeting held in May 2017, which provided an opportunity for the public to comment and express any concerns that they may have had regarding the proposed changes.

Discussion

There are many changes being proposed in the new draft Zoning Bylaw, as outlined in the attached Table of Changes (Attachment 2). This report will not speak to all of the proposed changes, but staff are available to answer any questions about any of the changes. Below is an overview of what staff see as some of the more significant changes being proposed:

1. Floor Area – Changes are being proposed to how floor area is calculated, and will now include parking area above 60 m².
2. Highest Building Face, Average Grade Calculation, Height of Buildings and Structures – Changes to how building height is determined are being proposed in an effort to encourage designs that work with the land and discourage large building faces.
3. Retaining Walls – It is proposed to increase the distance required between sections and the introduction of a grade line in an effort to mitigate some of the visual impacts of retaining walls.
4. Landscaping and Screening Requirements – Requirements for landscaping and screening have been introduced to encourage the preservation of green space and to screening of some uses to limit impacts on neighbours.
5. Storage and Parking of Vehicles, Trailers, Boats, and other equipment – Regulation regarding parking has been proposed to address some community concerns and provide clarity.

Report/Recommendation to Council

Zoning Bylaw Update

July 6, 2017

6. Subdivision – A provision that the area of panhandle not be included in calculation of minimum lot size has been added to discourage panhandle lots and ensure that new lots protect the semi-rural feel of the community.
7. Secondary Suites – The ability to have a larger secondary suite in an accessory building on parcels larger than one acre has been added (increased from 100 m² to 120 m²).
8. RCH-1 Zone (Countryside) – Changes have been proposed to the zoning for Countryside to address scale of the development taking place there and to address concerns regarding storm water management. Changes made are:
 - Increased Interior Side Yard Setback to 2.2 m (from 1.2 m) for anything above the first storey;
 - Increased Exterior Side Yard Setback to 4 m from 3 m;
 - Increased Rear Yard Setback from 2 m from 1.5 m;
 - Reduced FAR to 0.6 from 0.7; and
 - Restricted basements to area where proper storm water infrastructure is in place.See map below showing lots where basements will be permitted (shown in pink)



Report/Recommendation to Council

Zoning Bylaw Update

July 6, 2017

9. RCH-2 Zone (Anmore Green Estates) – Removed additional development capacity should the community sewage disposal field no longer be required to ensure consistency with the provisions for new development in the Official Community Plan.
10. RS-1 Zone – Increased maximum floor area permitted for accessory buildings from 100 m² to 150 m². Additionally, the ability to have two single family residences on parcels larger than 0.8 hectares (1.97684 acres) has been removed.

Considerable work and review has been undertaken to-date on the draft Zoning Bylaw. Staff invite Council to provide any additional comments or reference other issues to be considered as part of the draft prior to staff returning to Council with a finalized draft that is ready to begin the formal adoption process. At this time, staff is proposing to return to Council in September with a new Zoning Bylaw for Council to consider giving initial readings and to begin moving towards a public hearing process and bylaw adoption later in the fall of 2017.

Other Options

This is an information report so no other options provided.

Financial Implications

There are no financial implications to the options proposed.

Communications / Civic Engagement

The draft Zoning Bylaw has been extensively reviewed by the APC and members of the design/building community. Staff are seeking input from Council as to whether they feel it is necessary to provide the draft Zoning Bylaw for review by other Village committees.

Council Strategic Plan Objectives

The review of the Village of Anmore's regulatory bylaws was identified as a strategic initiative in Council Strategic Plan for 2015-2018, in particular the Zoning Bylaw Update was identified as key milestone. Completing the update will represent a step forward in improving the Village's regulatory regime.

Attachments:

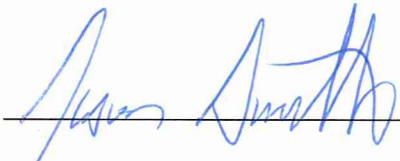
1. Draft Zoning Bylaw.
2. Table of Changes Proposed in Draft Zoning Bylaw.

Report/Recommendation to Council

Zoning Bylaw Update

July 6, 2017

Prepared by:



Jason Smith

Manager of Development Services

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ZONING AMENDMENTS

This document contains a consolidation of the text of the Anmore Zoning Bylaw No. XXXX, 20XX and incorporates amendments pursuant to:

BYLAW NO	DATE	BYLAW NO	DATE	BYLAW NO	DATE

PART 1 ENACTMENT

1.1 TITLE

This Bylaw may be cited for all purposes as "Village of Anmore Zoning Bylaw No. XXX, XXXX"

1.2 PURPOSE

The principal purpose of this Bylaw is to regulate development in the municipality for the benefit of the community as a whole.

PART 2 DEFINITIONS

In this Bylaw:

A

Accessory building or structure	means a <i>building</i> or <i>structure</i> located on a <i>parcel</i> , the <i>use</i> of which is incidental and ancillary to the principal <i>permitted use</i> of the <i>land</i> , <i>buildings</i> or <i>structures</i> located on the same <i>parcel</i> .
Accessory use	means a <i>use</i> that is clearly incidental and ancillary to, the <i>principal use</i> of land, <i>buildings</i> or <i>structures</i> located on the same <i>parcel</i> .
Accessory one-family residential	means a <i>use</i> accessory to a <i>campground use</i> , a <i>civic</i> and <i>assembly use</i> , a <i>commercial use</i> , or a <i>manufactured home park use</i> , where a <i>building</i> is used for one <i>dwelling unit</i> for the accommodation of an owner, operator, manager or employee on the same <i>parcel</i> as that on which the <i>use</i> occurs.
Active floodplain	means an area of <i>land</i> that supports floodplain plant species and is: <ol style="list-style-type: none"> adjacent to a <i>watercourse</i> that may be subject to temporary, frequent or seasonal inundation, or within a boundary that is indicated by the visible <i>high water mark</i>.
Agriculture, urban	means growing or producing flowers, native and ornamental plants, edible berries, fruits, nuts and vegetables as well as the keeping of honey bees (<i>Apis mellifera</i>).
Approving Officer	means the <i>Approving Officer</i> pursuant to the <i>Land Title Act</i> and the <i>Strata Property Act</i> .
Assembly	means a <i>use</i> providing for the <i>assembly</i> of persons for religious, charitable, philanthropic, cultural, private recreational or private educational purposes; includes churches, places of worship, auditoriums, youth centres, social halls, group camps, private schools, kindergartens, play schools, day nurseries and <i>group daycares</i> .

B

Basement	means that portion of a <i>building</i> that is below the first storey.
Bed and breakfast	means an <i>accessory use</i> of a <i>dwelling unit</i> in which bedrooms are rented to paying customers on an overnight basis with no more than one meal served daily and before noon.

Boarding	means an <i>accessory use</i> of one or more sleeping units contained within a <i>dwelling unit</i> for the accommodation of no more than two persons not being members of the family occupying the <i>dwelling unit</i> .
Breezeway	means a structural connection between an <i>accessory building</i> or <i>structure</i> and a <i>principal building</i> . For the purposes of this Bylaw, a <i>breezeway</i> does not create a single <i>building</i> or <i>structure</i> out of the two <i>buildings</i> or <i>structures</i> it connects.
Building	means any <i>structure</i> and portion thereof, including affixed mechanical devices, that is used or intended to be used for the purpose of supporting or sheltering any <i>permitted use</i> or occupancy.

C

Campground	means a <i>use</i> providing designated sites for the temporary accommodation, not exceeding 30 consecutive days, of the travelling public in tents, camper vehicles or travel trailers; and may include personal service facilities to accommodate the needs of the occupants; but specifically excludes the retail sale of the trailers, campers and tents.
Civic institutional	means a <i>use</i> providing for public functions; includes municipal offices, <i>schools</i> , community centres, libraries, museums, parks, playgrounds, cemeteries, fire halls, and works yards.
Commercial	means a <i>use</i> providing for an occupation, employment or enterprise that is carried on for gain or monetary profit by any person.
Community garden	means the non-commercial <i>use</i> of <i>land</i> for the public growing of flowers, native and ornamental plants, edible berries, fruits and vegetables.
Council	means the <i>Council</i> of the <i>Village</i> of Anmore.

D

Daycare, family	means the <i>use</i> of a <i>dwelling unit</i> for the care of not more than seven (7) children, licensed under the <i>Community Care and Assisted Living Act</i> .
Daycare, group	means a <i>use</i> or facility providing for the care of more than seven (7) children in a group setting, licensed under the <i>Community Care and Assisted Living Act</i> , and includes a nursery school and pre-school.
Derelict vehicle	means a car, truck or similar vehicle that has not been licensed for a period of one (1) year and is not enclosed within a <i>structure</i> or <i>building</i> .
Development	means a change in the <i>use</i> of any <i>land</i> , <i>building</i> or <i>structure</i> and shall include the carrying out of any <i>building</i> , engineering, construction or other operation in, on, over or under <i>land</i> or water, or the construction, addition or alteration of any <i>building</i> or <i>structure</i> .
Dwelling unit	means one or a set of habitable rooms used or intended to be used for the <i>residential</i> accommodation of one family and containing only one set of cooking facilities.

E

Equestrian	means the <i>commercial</i> accommodation of horses for the purpose of <i>boarding</i> , training, breeding, riding lessons, community riding functions, rental to the general public, and other such functions associated with the operation of a horse stable or riding academy including an administrative office, customers' lounge, waiting area and restrooms.
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F

Family	means: <ol style="list-style-type: none"> one person alone, or two or more persons related by blood, marriage, adoption, common law or foster parenthood sharing one <i>dwelling unit</i>; or not more than three unrelated persons sharing one <i>dwelling unit</i>.
Fence	means a type of <i>screening</i> consisting of a <i>structure</i> that is used to form a boundary or enclose an area, but excludes hedges, trees and other types of natural vegetation.
Floor area or gross floor area	means the total of the gross horizontal area of each floor of a <i>building</i> as measured from the outermost perimeter wall of the <i>building</i> and includes <i>below grade floor area</i> . The area of a <i>garage</i> will be included in the calculation of <i>floor area</i> , except for up to 60 m ² of <i>garage</i> located within <i>principal building</i> or <i>accessory building</i> that does not contain a <i>secondary suite</i> .
Floor area, below grade, where specified by this bylaw	means that portion of the <i>floor area</i> of the <i>basement</i> that is situated below the average <i>finished grade</i> , the amount to be determined by the application of the following formula: $\frac{\text{Distance from } \textit{basement} \text{ floor to average } \textit{finished grade}}{\text{Distance from } \textit{basement} \text{ floor to floor level of story above of } \textit{basement}} \times \text{Gross floor area}$
Floor area ratio	means the figure obtained when the <i>floor area</i> of all <i>buildings</i> on a <i>parcel</i> is divided by the area of the <i>parcel</i> .
Forestry and lumbering	means a <i>use</i> providing for the extraction of primary forest resources on a <i>parcel</i> , and in addition, includes only the preliminary grading and/or cutting of such material for shipment and for consumption on the same <i>parcel</i> but specifically excludes all manufacturing and retail sales of products and any processing not specifically included in this definition.

G

Garage	means an <i>accessory building</i> or that portion of a <i>principal building</i> , which is used for the parking of one or more motor vehicles and is totally enclosed with a roof, walls, and one or more doors.
Grade, average	is measured around the perimeter of the building or structure at or directly above or below the outermost projection of the exterior walls or the posts of carports (see section 5.5).
Grade, finished	means the final ground surface after development, excluding: (a) minor planters less than 1.2 metres in width measured out from the wall, or local mounding of soil, and (b) window wells with a clear width measured out from the wall of less than 0.8 metre to a maximum of 3 metres in cumulative length along each building face
Grade, natural	means the elevation of the ground surface existing prior to any disturbance, alteration, excavation or filling, as determined by a registered British Columbia Land Surveyor, but excludes localized depressions in all cases.
Grade Line	in reference to retaining walls and grade buildup, means a line above which retaining walls and finished grade are restricted (see section 5.12).
Grocery retailing	means a <i>use</i> providing for the retail sale of foodstuffs, including groceries, meats, confections, and factory prepared snacks.

Gross density means the number that is determined by dividing the total number of *parcels of land* created by *subdivision* by the area of the *parcel* that is being subdivided.

H

Height, for the purpose of a building or structure, means the vertical height of a *building or structure* (see section 5.6).

Height, for the purposes of measuring wall height, screening or fences, means the vertical distance measured from *finished grade* to the highest point of the vertical wall component.

Highest building face means of the four *building* elevations (front, rear, left or right side) the one which has the building's lowest average *natural grade* or *finished grade* along that face

Highest building face envelope means a three dimensional envelope, within which the entire *building* must be situated (see section 5.4).

High water mark means the visible *high water mark* of a stream or where the presence and action of the water are so common and usual, and so long continued in all ordinary years, as to mark on the soil of the bed of the stream or character distinct from that of its banks, in vegetation, as well as in the nature of the soil itself, and includes the *active floodplain*.

Highway includes a public street, *road*, path, lane, walkway, trail, bridge, viaduct, thoroughfare and any other way, but specifically excludes private rights of way on private property.

Home occupation means an occupation or profession carried on by an occupant of the *dwelling unit* for consideration which is clearly incidental and subordinate to the use of the *parcel* for *residential* purposes, shall be subject to the provisions of Section 6.5, and includes a *family daycare* facility.

Horticulture means the *use of land* for growing grass, flowers, ornamental shrubs and trees.

Hydro industrial means *industrial* activities that are specifically associated with the generation of hydroelectric power at B.C. Hydro's power plant and pumphouse facilities on Buntzen Lake.

I

Industrial means a *use* by a public authority for the intended benefit of the public.

J

Junk yard means any *building or land* used for the wrecking, salvaging, dismantling or disassembly of vehicles, vehicle parts, vehicle frames or vehicle bodies.

L

Land means real property without improvements, has the same meaning as in the *Assessment Act*, and includes the surface of water.

Landscaping means any combination of trees, bushes, shrubs, plants, flowers, lawns, bark mulch, decorative boulders, planters, foundations, sculptures, decorative fences and the like,

arranged and/or maintained to change, modify, or enhance the appearance of a *parcel*. The terms *landscape* and *landscaped* have a corresponding meaning to *landscaping*.

Lane	means a highway more than 3.0 metres but less than 10 metres in width, intended to provide secondary access to <i>parcels</i> of <i>land</i> .
Loading space	means a space for the loading or unloading of a vehicle, either outside or inside a <i>building</i> or <i>structure</i> , but specifically excludes manoeuvring aisles and other areas providing access to the space.
Lot	means the same as <i>parcel</i> .

M

m	means the metric measurement distance of a metre.
m ²	means square metres.
Manufactured home	<p>means:</p> <ol style="list-style-type: none"> a <i>one-family dwelling</i> constructed in a factory to CSA A277 standards, transported to a <i>parcel</i> and placed on a permanent foundation complying with the B.C. Building Code, or a manufactured <i>dwelling unit</i> constructed to CSA Z240 standards, transported on its own chassis and placed on a temporary foundation, and complies with the Manufactured Home Standards Regulations of the <i>Manufactured Home Act</i>, <p>and does not include a <i>recreational vehicle</i>.</p>
Manufactured home park	means <i>land</i> used or occupied by any person for the purposes of providing spaces for the accommodation of two or more manufactured homes and for imposing a charge or rental for the use of such space, and other uses associated with the accommodation of manufactured homes including recreational areas, identification signs, common storage areas for the storage of recreational vehicles, boats and other property of residents, and <i>buildings</i> or <i>structures</i> ancillary to the above as permitted and/or required by the <i>Village of Anmore Manufactured Home Park By-Law</i> .
Marijuana	means all parts of the genus <i>cannabis</i> whether growing or not and the seed or clone of such plants.
Marijuana dispensary	means a business or service which is used for dispensing, selling, or distributing <i>marijuana</i> , and is not licensed or regulated by applicable federal or provincial law pertaining to <i>medical marijuana</i> .
Medical marijuana	means <i>marijuana</i> that is possessed, produced, grown, cultivated from seed or clone to a plant for harvest, stored, packaged, or warehoused, or any combination of these things, pursuant to authorization under applicable federal or provincial law.
Medical marijuana production	means the <i>use</i> of <i>land</i> , <i>buildings</i> or <i>structures</i> , licenced under federal regulations, for the growing, drying, packaging, storage, distribution, and/or sale, of <i>medical marijuana</i> .
Medical Marijuana	means the <i>use</i> of <i>land</i> , <i>buildings</i> or <i>structures</i> for the systematic research, testing, data collection and manipulation, or technical or scientific development of <i>medical marijuana</i> , and may include a research laboratory, but does not include <i>medical marijuana production</i> .

Research and
Development

Municipality means the *Village* of Anmore.

N

n/a means not applicable to this category.

Natural boundary means the visible *high water mark* on any *watercourse* where the presence and action of the water are so common and usual, and so long continued in all ordinary years, as to mark upon the soil of the bed of the *watercourse* a character distinct from that of the banks thereof, in respect to vegetation as well as in respect to the nature of the soil itself, and in cases where there is no visible high water mark shall mean the average *high water mark*.

Net density means the calculation that is determined by dividing the size of the *parcel* proposed to be subdivided exclusive of the area used or intended for roads by the number of proposed *parcels* to be created.

New means subsequent to the adoption of this bylaw.

O

Off-street parking means the *use* of *land* for the parking of vehicles other than on a *highway* including the *parking spaces* and the maneuvering aisle.

Office means the occupancy or use of a *building* for the purpose of carrying out business or professional activities, but specifically excludes retail trade and personal service use.

One-family dwelling means a *building* which is used for only one *dwelling unit*, but may contain a *secondary suite*.

Open space amenity means that portion of a *parcel* that is prohibited from future *development* and maintained as open space for such purposes as recreation, tree retention, stream or wetland preservation, or the protection of other unique and/or significant environmental values, with such land being subject to additional restrictive covenants, or site specific comprehensive development zoning, to be determined by the *Village* on a case by case basis.

Outdoor storage area means an area outside a *building* that is used for the storage of garbage containers, maintenance materials and equipment, and similar activities.

P

Panhandle parcel means any *parcel*, the *building* area of which is serviced and gains street frontage through the use of a relatively narrow strip of *land* which is an integral part of the *parcel*, called "the access strip".

Parcel means any *lot*, block, or other area in which *land* is held or into which it is subdivided, but does not include a *highway*.

Parcel coverage means the total horizontal area at *grade* of all *buildings* or parts thereof, as measured from the outermost perimeter of all *buildings* on the *parcel*, and expressed as a percentage of the total area of the *parcel*.

Parcel depth means the distance between the *front parcel line* and the most distant part of the *rear parcel line* of a *parcel*.

Parcel line, exterior side	means the <i>parcel line</i> or lines not being the <i>front</i> or <i>rear parcel line</i> , common to the <i>parcel</i> and a <i>highway</i> .
Parcel line, front	means the <i>parcel line</i> common to the <i>parcel</i> and an abutting street. Where there is more than one <i>parcel line</i> abutting a street, the shortest of these lines shall be considered the front. In the case of a <i>panhandle parcel</i> , the <i>front parcel line</i> , for the purpose of determining <i>setback</i> requirements, is at the point where the access strip ends and the <i>parcel</i> widens.
Parcel line, interior side	means a <i>parcel line</i> not being a <i>rear parcel line</i> , common to more than one <i>parcel</i> or to the <i>parcel</i> and a <i>lane</i> .
parcel line, rear	means the <i>parcel line</i> opposite to and most distant from the <i>front parcel line</i> or where the rear portion of the <i>parcel</i> is bounded by intersecting side <i>parcel lines</i> , it shall be the point of such intersection.
Parcel size	means the total horizontal area within the boundaries of a <i>parcel</i> .
Parcel width	means the mean distance between <i>side parcel lines</i> , excluding access strips of <i>panhandle parcels</i> (see section 7.2).
Parent parcel	means the original <i>parcel</i> of <i>land</i> that was or is proposed to be the subject of a plan of <i>subdivision</i> .
Park	means public <i>land</i> used or intended for outdoor recreation purposes, and includes an archaeological, historical or natural site.
Parking area	means a portion of a <i>parcel</i> that is used to accommodate off-street parking.
Parking space	means the space for the parking of one vehicle either outside or inside a <i>building</i> or <i>structure</i> , but excludes maneuvering aisles and other areas providing access to the space, and must be not less than 5.5 metres in length and not less than 2.5 metres in width.
Parking use	means providing <i>parking spaces</i> for the temporary parking of vehicles where such use is the <i>principal use</i> of the <i>parcel</i> or <i>building</i> .
Patio, sunken	means a surfaced, open space of land below <i>grade</i> adjacent to a <i>dwelling unit</i> which is used as an extension to the interior of the home for private or semi-private entertainment or leisure activities.
Permitted use	means the permissible purpose for which <i>land</i> , <i>buildings</i> or <i>structures</i> may be used.
Premises	means the <i>buildings</i> and <i>structures</i> located on a <i>parcel</i> of <i>land</i> .
Principal building or structure	means the <i>building</i> or <i>structure</i> for the <i>principal use</i> of the <i>parcel</i> as listed under the <i>permitted uses</i> of the applicable zone.
Principal use	means the primary <i>use</i> of <i>land</i> , <i>buildings</i> or <i>structures</i> on the <i>parcel</i> .
Property line	Property line means <i>parcel line</i> .
Public service	means a use providing for the essential servicing of the <i>Village</i> of Anmore with water, sewer, electrical, telephone and similar services where such <i>use</i> is established by the <i>Village</i> , by another governmental body or by a person or company regulated by and operating under Federal and Provincial utility legislation, and includes broadcast transmission facilities.

R

Recreational vehicle	means a vehicle that is designed to provide temporary living accommodation for travel, vacation or recreational <i>use</i> , and may be self propelled, towed, or transported and may include, but not be limited to, motor homes, campers, travel trailers, tent trailers, but does not include a <i>manufactured home</i> .
Remainder parcel	means the <i>parcel</i> of <i>land</i> that is the residual portion of a larger <i>parent parcel</i> of <i>land</i> that has or is proposed to be subdivided, and has the potential of being further subdivided into two or more <i>parcels</i> in accordance with the minimum <i>parcel</i> size requirements of the applicable <i>zone</i> .
Residential	means a use providing for the accommodation and home life of a person or persons, and domestic activities customarily associated with home life including gardening, recreation, storage and the keeping of animals as household pets when such animals are normally kept within a <i>dwelling unit</i> and when such animals are not kept for financial gain.
Retaining wall	means a <i>structure</i> erected to hold back or support a bank of earth.
Road	means the same as <i>highway</i> .
S	
Screening	means a continuous <i>fence</i> , wall, compact evergreen hedge or combination thereof, supplemented with landscape planting.
School	means a <i>school</i> as defined by the <i>School Act</i>
Secondary suite	means a separate <i>dwelling unit</i> which is completely contained within a <i>principal</i> or <i>accessory building</i> containing bathroom, sleeping and living areas, and cooking facilities and areas, is of a size that is clearly incidental to the size of the principal <i>dwelling unit</i> , and shall comply with the requirements of Section 6.3 of this Bylaw.
Setback	means the minimum permitted horizontal distance measured from the respective <i>parcel line</i> , <i>natural boundary</i> or <i>top-of-bank</i> to the nearest portion of a <i>building</i> or <i>structure</i> .
Solar energy device	means a device designed to collect, store and distribute solar energy.
SPEA	means Streamside Protection and Enhancement Area as designated by a Qualified Environmental Professional, pursuant to the provincial <i>Riparian Areas Regulation B.C. Reg. 376/2005 (RAR)</i> assessment methodology and/or a <i>Village</i> of Anmore Watercourse Development Permit pursuant to this Bylaw.
Strata parcel	means a <i>strata parcel</i> as defined by the <i>Strata Property Act</i> .
Structure	means anything constructed or erected, the <i>use</i> of which requires its permanent location on the ground, or its attachment to something having a permanent location on the ground, and excludes an in-ground sewage disposal tile field.
Subdivision	means the division of <i>land</i> into two (2) or more <i>parcels</i> , or the consolidation of two or more <i>parcels</i> into one, whether by plan, apt description, words, or otherwise.
Sustainable building technologies	means structural or technological elements designed to decrease the carbon footprint of a <i>building</i> or <i>structure</i> . Such features shall include <i>solar energy devices</i> , roof mounted micro wind turbines, infrastructure needed to access and maintain a green roof and the like.
Swimming pool	means any <i>structure</i> or construction, intended primarily for recreation that is, or is capable of being, filled with water to a depth of 0.45 m or more. For the purpose of this definition, a hot tub shall not be considered a <i>swimming pool</i> .

T

Top-of-bank	means : <ol style="list-style-type: none"> the point closest to the boundary of the <i>active floodplain</i> of a stream where a break in the slope of the land occurs such that the <i>grade</i> beyond the break is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the break, and for a floodplain area not contained in a ravine, the edge of the <i>active floodplain</i> of a stream where the slope of the <i>land</i> beyond the edge is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the edge.
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Two-family dwelling	means a single building which is used only for two (2) <i>dwelling units</i> , the two (2) <i>dwelling units</i> to be situated side by side sharing a common wall for a minimum of 10 metres.
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U

Use	means the purpose for which any <i>parcel, land, site, surface of water, building or structure</i> is designed, arranged or intended, or for which it is occupied or maintained.
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V

Village	means the <i>Village</i> of Anmore.
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W

Watercourse	means any natural or man-made depression with well defined banks and a bed of 0.6 metres or more below the surrounding land serving to give direction to or containing a current of water at least six (6) months of the year and includes the sea or any lake, river, stream, creek, spring, ravine, swamp, gulch, surface source of water supply or source of groundwater supply, whether enclosed or in a conduit.
Water resource	means a <i>use</i> providing for the generation of hydro-electric power and for the extraction, compounding, pumping, filtering and treatment of water for bulk shipment or distribution.

Y

Yard, front	means that portion of a <i>parcel</i> between the <i>front parcel line</i> and a line extending along the front face of a <i>principal building</i> to the <i>side parcel lines</i> .
Yard, rear	means that portion of a <i>parcel</i> , between the <i>rear parcel line</i> and a line extending along the rear face of a <i>principal building</i> to the <i>side parcel lines</i> .
Yard, side	means that portion of a <i>parcel</i> extending from the <i>front yard</i> to the <i>rear yard</i> , between the <i>side parcel line</i> and a line extending along the side face of a <i>principal building</i> .

Z

Zone	means a zoning district established by the Bylaw.
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PART 3 INTERPRETATION

3.1 PERMITTED USES

The list of *uses* under the heading "*Permitted Uses*" in each of the zoning districts set out in this Part 9 shall be interpreted to mean the *uses* listed in that particular zoning district and no others shall be permitted.

3.2 MINIMUM PARCEL SIZE

Any *parcel* created by *subdivision* shall be equal to or greater than the "Minimum *Parcel Size*" specified for the *zone* in which it is located in accordance with Schedule X Zoning Map, whether under the *Land Title Act* or the *Strata Property Act*, unless expressly provided for in this Bylaw.

3.3 MAXIMUM NUMBER AND SIZE

Where a "*Buildings and Structures*" and a "Maximum Number" and "Size of *Buildings and Structures*" regulation applies in a zoning district, such regulation shall be interpreted as meaning that a *parcel* which is designated on the Zoning Map of the *Village* of Anmore as being regulated by that schedule shall not be occupied by:

- (1) a greater number of *dwelling units* than the number specified, and
- (2) a *building* or *structure* that exceeds the amount of *floor area* that is specified.

3.4 MAXIMUM HEIGHTS

The specification of measurements for *buildings, structures* or *accessory buildings* under the general heading of "Maximum *Heights*" in a zoning district schedule shall be interpreted as meaning the greatest *height*, as *height* is defined in this Bylaw, to which a *building, structure* or *accessory building* may be constructed on a *parcel* which is designated on the Zoning Map as being regulated by that schedule.

3.5 MINIMUM SETBACKS FROM PROPERTY LINES

- (1) If this bylaw specifies a distance under the column heading "*Front Parcel Line Setback*", "*Rear Parcel Line Setback*", "*Interior Side Parcel line Setback*", or "*Exterior Side Parcel Line Setback*" in the "Minimum *Building Setbacks*" section of a zoning district schedule table, no portion of a *building* or *structure* may be constructed within the specified distance of the *front, rear, interior side* or *exterior side parcel line*, unless expressly provided for in this Bylaw.
- (2) Where a *permitted land use* or *structure* is specifically referenced with a following measurement, it shall be interpreted as meaning that the minimum *setback* from a *property line* for that *permitted land use* or *structure* shall be the measurement specified.

3.6 MAXIMUM PARCEL COVERAGE

Where a zoning district schedule includes a regulation entitled "Maximum *Parcel Coverage*", such regulation shall be interpreted as meaning that a *parcel* which is designated on the Zoning Map as being regulated by that schedule may not have a *parcel* coverage, as defined in this Bylaw, which exceeds the percentage specified.

3.7 MAXIMUM FLOOR AREA RATIO OR MAXIMUM FLOOR AREA

Where a zoning district schedule includes a regulation entitled "Maximum *Floor Area Ratio*" or "Maximum *Floor Area*", it shall be interpreted to mean that a *parcel* in an area designated as being regulated by that zoning schedule may not have *buildings* erected on that *parcel* that exceed the maximum *floor area* or *floor area ratio*, as defined in this Bylaw.

3.8 ZONING DISTRICT BOUNDARIES

- (1) Where a *zone* boundary is designated as following a *highway* or a *watercourse*, the centreline of the *highway* or the *natural boundary* of the *watercourse* shall be the *zone* boundary.
- (2) Where a *zone* boundary does not follow a legally defined line, and where distances are not specifically indicated, the location of the boundary shall be determined by scaling from the Zoning Map by a surveyor.
- (3) Where a *parcel* is divided by a *zone* boundary, the areas created by such division shall be deemed to be separate *parcels* for the purpose of determining the requirements of each zoning district.

3.9 STATUTES

A reference to a statute refers to a statute of the Province of British Columbia unless otherwise indicated and a reference to any statute, regulation, code or bylaw refers to that enactment as it may be amended or replaced from time to time.

PART 4 APPLICATION AND COMPLIANCE

4.1 APPLICATION

No *land*, water surface, *building* or *structure* shall be used or occupied, and no *building* or *structure* or part thereof shall be erected, moved, altered or enlarged, unless in conformity with this Bylaw, except as otherwise provided for in this Bylaw or in the *Local Government Act*.

4.2 COMPLIANCE

Subject to the provisions of the *Local Government Act* respecting non-conforming uses, no *building*, *structure* or *land*, including the surface of water, shall be used or occupied, and no *building* or *structure* or part thereof shall be erected, constructed, reconstructed, moved or structurally altered except in conformity with this Bylaw.

PART 5 GENERAL REGULATIONS

5.1 SIZE, SHAPE AND SITING OF BUILDINGS & STRUCTURES

- (1) No *building* or *structure* shall be constructed, reconstructed, sited, altered, or extended so as to cause any existing *building* or *structure* on the same *parcel* to violate the provisions of this Bylaw.
- (2) The *interior parcel line setbacks* of this Bylaw shall not apply to adjoining *strata parcels* under a deposited plan pursuant to the *Strata Property Act* where there is a common wall shared by two or more units within a *building*.

5.2 NUMBER OF BUILDINGS

- (1) No more than 1 *principal building* and 2 *accessory buildings* may be sited on one *parcel*, except as otherwise provided for in this Bylaw.
 - a) Notwithstanding Subsection 5.2 (1), where the *parcel* size is greater than 0.8 ha, the number of *principal buildings* sited on the *parcel* may be increased to 2.

5.3 ACCESSORY BUILDINGS AND STRUCTURES

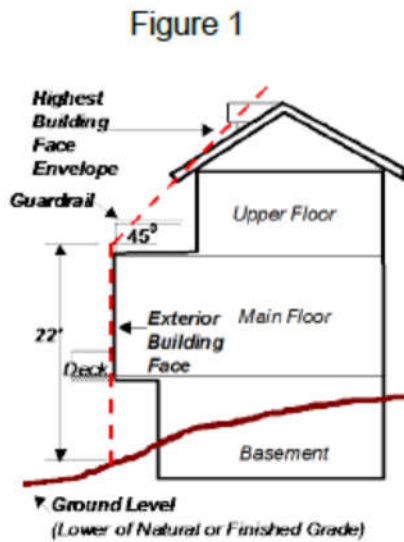
- (1) *Buildings* and *structures* containing an *accessory use* are permitted in each *zone*, unless otherwise provided for in this Bylaw, provided that:
 - a) the *principal use* is being carried out on the *parcel*, or;
 - b) a *building* for the purpose of the *principal use* has been constructed on the *parcel*, or;
 - c) a *building* for the purpose of the *principal use* is in the process of being constructed on the *parcel*.
- (2) An *accessory building* or *structure* shall not contain a *dwelling unit*, except as expressly provided for in this Bylaw.

5.4 HIGHEST BUILDING FACE ENVELOPE

- (1) Highest building face envelope is created by drawing a series of vertical lines at all points along the exterior face of a building, up to the height specified in the zone from ground level then inward over the building at right angles to the plane of the building face at an angle of 45°.
- (2) For purposes of this regulation, ground level:
 - (a) is measured from the outermost extent of the enclosed portion of the building projected to the finished grade.
 - (b) in front of a garage door, is interpreted as a line joining the ground level at each side of the garage door;
 - (c) is based off of finished grade.
- (3) One third of the length of the building need not comply with this requirement.
- (4) All other portions of the building must be within the highest building face envelope, except:
 - (a) decks, eaves, projecting decorative features not enclosing the interior of the building,
 - (b) the pitched roof portion of either gable ends or dormers; and
 - (c) for pitched roof portions:
 - (i) the area above the intersection of the ceiling joist and the exterior wall which encloses a non-habitable attic; and

(ii) the area above the intersection of the vaulted roof joist and the exterior wall.

(5) Highest building face envelope is shown in Figure 1.



5.5 AVERAGE GRADE CALCULATION FOR BUILDING AND STRUCTURE HEIGHT

- (1) Average grade (natural and finished) is measured around the perimeter of:
 - a. A building at or directly above the outermost projections of the exterior walls and includes the dimensions around the posts of an attached carport. A deck attached to a building is not considered in determining the perimeter.
 - b. A structure that is not defined as a building.
- (2) The lower of average natural grade or average finished grade, each calculated separately, will be used in building height and floor area ratio calculations.
- (3) To calculate the average finished grade and natural grade for the building:
 - a. calculate the average grade elevation for each wall section having a constant grade along the finished and natural wall section by dividing the grade elevation at each end by 2 $[(\text{grade 'x'} + \text{grade 'y')} \div 2 = \text{average}]$, then multiply this average grade elevation by the length of that wall section;
 - b. add the resulting numbers for each section of wall;
 - c. divide this total number by the total perimeter wall length of the building.

This will be the average grade, natural or finished.
- (4) Additional calculation points and sections are required along a wall if there is a significant change in elevation or grade slope along that length of the wall (for example, if it is level along half the wall and then drops significantly over the second half, there would be two average grade elevations on that section of wall).
- (5)) Where the undisturbed ground level of natural grade cannot be ascertained because of existing landscaping, buildings or structures, and appears to have been significantly altered, the level of natural grade shall be determined by the District Building Inspector, who may rely on the

professional opinion of a British Columbia Land Surveyor on the determination of natural grade at the cost of the property owner.

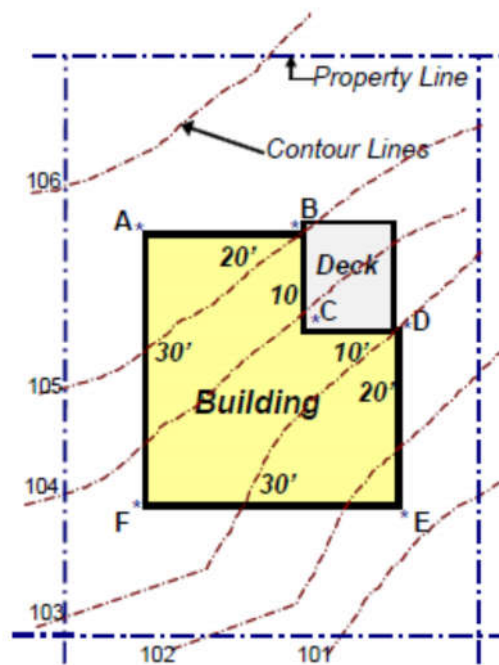
- (6) An example of calculating average grade is shown below (see Figure 1).

Example:

Wall Section Average Grade	X	Length	= Y
A-B $106.5 + 105.0 \div 2$	X	6 m	= 634.50
B-C $105.0 + 104.0 \div 2$	X	3 m	= 313.50
C-D $104.0 + 103.0 \div 2$	X	3 m	= 310.50
D-E $103.0 + 101.5 \div 2$	X	6 m	= 613.50
E-F $105.5 + 104.0 \div 2$	X	9 m	= 942.75
F-A $104.0 + 106.5 \div 2$	X	9 m	= 947.25
Totals:		36 m	= 3744

Total Y \div Total perimeter length = Average grade
 $3744 \div 36\text{m} = 104 \text{ m}$

Figure 1



5.6 BUILDING AND STRUCTURE HEIGHT

- (1) Height is measured from the average natural grade.
- (2) Height is measured up to:
 - a. the highest point of a building with a flat roof (for example, the top of the highest of the roof finish, parapet, or roof deck railing) (see Figure 1);
 - b. the midpoint between the highest point of a building with a pitched roof and a point 2.4 metres above the floor immediately below (see Figure 2); or
 - c. the highest point of all other structures.

Figure 1

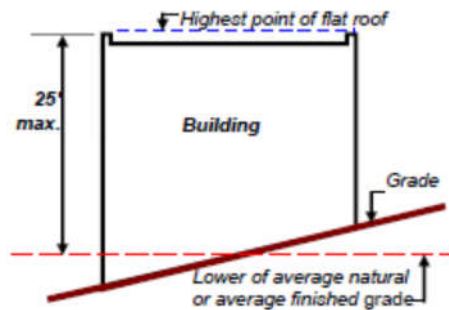
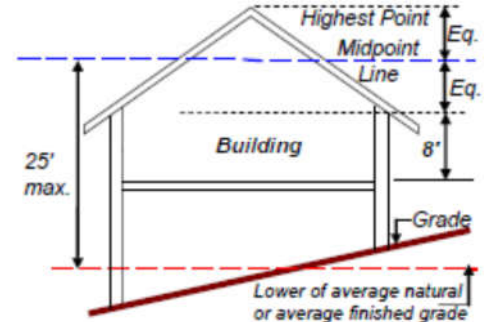


Figure 2



- (3) Where a roof is composed of a combination of pitched and flat elements, height is measured to the higher of:
 - a. the highest point of the flat roof, or
 - b. the midpoint of a pitched roof as described above using the “projected” peak of the pitched roof as the highest point.
- (4) A roof having a slope of less than 2 in 12 is considered to be a flat roof for purposes of this section.
- (5) In calculating height, mechanical equipment and enclosures, and skylights over 0.6 metre in height, shall be included. Skylights less than 0.6 metre in height shall only be exempted, if they are less than 3 metres in horizontal length. Chimneys less than 1.8 metres in horizontal length and vent pipes shall not be included.

5.7 HEIGHT EXEMPTIONS

- (1) The following types of *buildings, structures* or structural parts shall not be subject to the *height* requirements of this Bylaw:
 - a) Church spires; belfries; steeples; monuments; fire and hose towers; transmission towers; chimneys less than 1.8 metres in horizontal length; flag poles; telecommunication antennae; aerials; *sustainable building technologies*; and structures required for a *public service use*.
- (2) Notwithstanding Subsection 5.7(1), no *building* or *structure* listed in Subsection 5.7(1)(a) and located within a *residential zone* shall exceed twice the maximum allowable *height* permitted by the *zone*; the *height* of the *building* or *structure* provided that such *buildings* or *structures* do not cover more than 20

percent of the *parcel area* or more than 10 percent of the roof area if located on a *building or structure*, except in the case of *solar energy devices* which shall have no roof coverage limit.

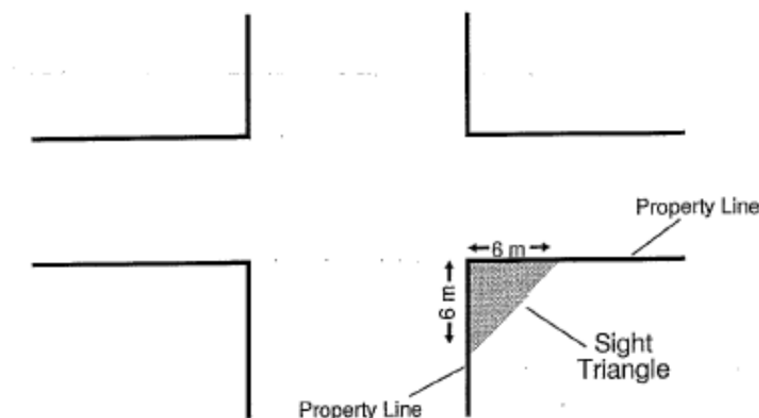
- (3) Notwithstanding Subsection 5.7(1), no structure listed in Subsection 5.7(1)(a) and located within a *residential zone* shall cover more than 20 percent of the *parcel area* or more than 10 percent of the roof area if located on a *building or structure*, except in the case of *solar energy devices* which shall have no roof coverage limit.

5.8 SITING EXCEPTIONS

- (1) Where chimneys, cornices, headers, gutters, pilasters, sills, bay windows or ornamental features project beyond the face of a *building*, the distance of the projection toward an abutting *parcel line* shall be no more than 1.22 metres, unless expressly provided for in this Bylaw.
- (2) Where steps, eaves, sunlight control projections, canopies, balconies, or porches project beyond the face of a *building*, the distance of the projection towards an abutting *parcel line* shall be no more than 1.22 metres, unless expressly provided for in this Bylaw.

5.9 OBSTRUCTION OF VISION

On a corner *parcel* in any *zone* there shall be no obstruction to the line of vision between the *heights* of 1.0 m and 3.0 m above the established *grade* of a *highway* (excluding a *lane*) or an access route within a strata title *subdivision* within the sight triangle, being a triangular area formed by extending a 6.0 m boundary along the *parcel lines* from the point of the exterior corner intersection of the *parcel lines* and a line connecting these two points as illustrated below:



5.10 ENTRY GATES FOR DRIVEWAYS

Private vehicle entry gates are permitted on any *parcel* in *residential zones* provided that the following conditions are satisfied to address road safety and provide access to emergency services:

- (1) The gate is *setback* from the *property line* a minimum distance of 6 m to ensure that vehicles do not obstruct public rights of way;
- (2) the gate has battery backup, if the gate is lockable and electronic;
- (3) electronic gate lock codes are provided to the *Village* of Anmore and the City of Surrey Fire Department Dispatch, if the gate is lockable and electronic; and

- (4) manual gate keys are provided for in an unobstructed and accessible coded lockbox, the location of which is provided to the *Village of Anmore* and the *City of Surrey Fire Department Dispatch*, if the gate has a keyed lock.

5.11 FENCES

- (1) *Fences* shall not exceed a *height* of 1.2 metres in the front *yard* or a *height* of 1.8 metres in the *rear* or *side yards*;
- (2) Where a *fence*, wall or similar *structure* is located on top of a *retaining wall*, the *height* of the *fence* shall include the *height* of the *retaining wall*, except that where their combined *height* exceeds 1.8 metres, the *fence*, wall or similar *structure* by itself may have a *height* of not more than 1.0 metre.
- (3) Barbed wire and razor wire *fences* are prohibited in all *zones* except when expressly provided for in this Bylaw, or for an *industrial, civic institutional, or commercial use*.

5.12 RETAINING WALLS

- (1) The following shall not exceed the elevation of the grade line described below:
 - a. creation of grade above the natural grade whether by retaining walls or otherwise;
 - b. any retaining wall used in the creation of finished grade, including stacked rock walls; or
 - c. garden walls not used for retaining purposes.
- (2) The retaining wall *grade line* is drawn vertically from natural grade, or finished grade where grade has been altered as a result of the construction of a public road, at any and all points on the parcel lines, then inward over the parcel, perpendicular to such parcel lines, in accordance with the following:
 - a. a front parcel line or exterior parcel line - up 1.2 metres and then in towards the property at a 75% slope (See Figure 1).
 - b. all other parcel lines - up 1.2 metres and then in towards the property at a 100% slope (See Figure 2).

Figure 1

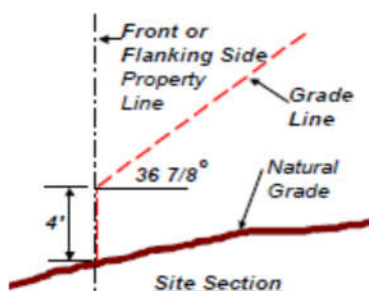
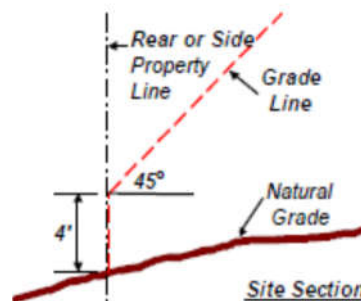


Figure 2



- (3) A *retaining wall* or berm shall not exceed a *height* of 1.8 metres;

- (4) Notwithstanding 5.12(3), a *retaining wall* or berm may exceed a *height* of 1.8 metres in cases where the *retaining wall* or berm consists of more than one vertical component in which case each vertical component shall:
 - a) not exceed a *height* of 1.8 metres; and
 - b) shall be separated from each other by a horizontal component of not less than 1.2 metres wide; and
 - c) in no case shall the entire *retaining wall* or berm exceed a *height* of more than 3.6 metres, unless vertical component is separated by a horizontal component of not less than 3.6 metres.
- (5) In cases where a *fence* is used in combination with a *retaining wall* or berm, the entire *structure* shall not exceed a *height* of 3.6 metres, with the *fence* being offset by not less than 1.2 metres.
- (6) A *landscape screen* is required for *retaining walls* as per Section 5.13 of this Bylaw.

5.13 SCREENING

- (1) Where a *parcel* is developed for a *commercial, industrial, civic institutional or comprehensive development use*, and where such a *parcel* shares a *parcel line(s)* with a *parcel* that is within a *residential zone*, the owner of the *non-residential or more intensive use parcel* shall provide a *fence or landscape screening* along such *property line(s)* of not less than and not more than 1.83 metres (6 feet) in *height*, except where the *screening* consists of plant material in which case there shall be no maximum *height*;
- (2) Notwithstanding Subsection 5.13 (1), a *fence or landscape screening* will not be required along the shared *parcel line* in cases where:
 - a) a *building* is built on the *parcel line*; or
 - b) a *residential use* is developed on a *parcel* that is zoned *commercial, industrial, or civic institutional* at the time of adoption of this Bylaw.
- (3) Where a *parcel* is developed for a *commercial, industrial, or civic institutional use* and where such a *parcel* is separated by a lane from a *parcel* that is:
 - a) within a *residential zone*; or
 - b) occupied with a *one-family dwelling*;

the owner of the non-residential *parcel* shall provide a *fence or landscape screening* along the entire *parcel line* abutting the *lane* of not less than 1.22 metres (4 feet) in *height*, and not more than 1.83 metres (6 feet) in *height*, except where the *screening* consists of plant material, in which case there shall be no maximum *height*.
- (4) Notwithstanding Subsection 5.13 (3), a *fence or landscape screening* will not be required for the points of vehicular ingress and egress and for a distance of 3.05 metres (10 feet) on either side of the points of ingress and egress.
- (5) Garbage containers exceeding 0.5 cubic metres (0.65 cubic yards) in capacity shall be located so as not to be visible from any *highway* other than a *lane*, unless such a container is completely concealed from view by a *fence* with a gate or *landscape screening*.
- (6) A *landscape screen* of a *height* no less than 1.83 metres (6 feet) is required along the entire length of a *retaining wall* at each 1.22 metre (4 feet) horizontal separation component of a *retaining wall* consisting of more than one 1.83 metre (6 feet) vertical component.
- (7) *Landscaped screens* where required by this Bylaw shall be maintained at all times by the owner of the *parcel* on which they are required.

5.14 LANDSCAPING

- (1) On a *parcel* located within a *commercial, industrial, or civic institutional zone*, any part of such *parcel* which is not used for *buildings*, exterior display areas, parking or loading facilities shall be fully *landscaped* and properly maintained in a permeable state.
- (2) On a *parcel* located in a *residential zone* a minimum of 30% of the total surface area of such *parcel* shall be fully *landscaped* (*landscaped* also includes area that it is in its natural vegetative state) and properly maintained in a permeable state.
- (3) For the purposes of Subsections 5.14 (1) and (2), the following surfaces are not permeable:
 - a) *buildings* and *structures*;
 - b) asphalt;
 - c) concrete; and
 - d) pavers.
- (4) For the purposes of Subsections 5.14 (1) and (2), water surfaces of structures designed to retain water, including swimming pools, reflecting pools, and ornamental ponds, are permeable.
- (5) For all *landscape screening, landscaped buffers* or other *landscaped* areas required by this Bylaw for a *Commercial, Industrial, Civic Institutional, or Comprehensive Development zone*, the following *landscape* requirements shall apply:
 - a) Existing *landscaped* areas of healthy woody plants (trees and shrubs) shall be preserved and protected during construction unless demonstrated to the satisfaction of the Building Inspector that removal is required to accommodate a *permitted land use, building or structure* on the *parcel* or if the plants pose a safety hazard. Existing *landscaping* or natural vegetation that is to be retained must be protected to the furthest extent of the drip line and the final grading of the site should not alter the *natural grade* within the root zone more than 20 cm, unless an arborist report indicates otherwise and is approved by the *Village*;
 - b) At installation, planted deciduous trees shall be min. 8 cm caliper in *Commercial zones* and min. 8 cm caliper in *industrial, civic institutional, or comprehensive development zones*;
 - c) At installation, planted coniferous trees shall have a minimum *height* of 3.0 m in *commercial zones* and a minimum *height* of 2.0 m in *industrial, civic institutional, and comprehensive development zones*;
 - d) New *landscape* plantings shall consist of native xeric or water-conserving herbaceous and/or woody plant species proven to be enduring in the *Village* of Anmore area and shall exclude invasive species;
 - e) Appropriate means of irrigation, with an emphasis on high-efficiency water reducing systems, shall be provided by the owner of the *parcel* with particular attention paid to adequate watering during the establishment period to ensure survival of the newly planted areas;
 - f) *Landscaping* shall make special consideration of Bear Aware criteria for plant selection.

5.15 STORAGE OR PARKING OF VEHICLES, TRAILERS, BOATS AND EQUIPMENT

- (1) In all *zones*, storage or parking of *derelict vehicles* is prohibited on any *parcel* except if it is used for fire department training purposes.
- (2) In all *zones*, storage or parking of vehicles, trailers, boats and equipment shall not occupy any portion of the *landscaping* provided and maintained on a *parcel*.

- (3) In all *residential zones* except for *parcels* in the RS-1 *zone* larger than 4047 m², storage or parking of any vehicle, trailer or similar conveyance which exceeds a manufacturer's gross vehicle weight rating of 5,500 kg is prohibited on any *parcel* except for those which are parked for the purposes of delivery or supply of chattels, materials or services to the *parcel*. For *parcels* larger than 4047 m², the storage or parking of any vehicle, trailer or similar conveyance which exceeds a manufacturer's gross vehicle weight rating of 5,500 kg is prohibited in the *front yard* and/or the *exterior side yard*.
- (4) In all *residential zones* except for *parcels* in the RS-1 *zone* larger than 4047 m², storage or parking of any construction equipment is prohibited on any *parcel* except for the purpose of construction in progress on the *parcel*. For *parcels* larger than 4047 m², the storage or parking of any construction equipment is prohibited, except for the purpose of construction in progress on the *parcel*, in the *front yard* and/or the *exterior side yard*.
- (5) In all *residential zones*, storage or parking of vehicles, trailers and boats is permitted on a *parcel* only if they are ancillary to the *permitted uses* thereon and shall be limited to:
 - a) 4 motor vehicles parked outside which do not exceed 3,000 kg licensed gross vehicle weight each;
 - b) One *recreation vehicle* which does not exceed a manufacturer's gross vehicle weight rating of 5,500 kg or one utility trailer which does not exceed a manufacturer's gross vehicle weight rating of 3,000 kg; and
 - c) One pleasure boat kept not for gain, rent or sale.
- (6) In all *residential zones*, storage or parking of a *recreation vehicle*, utility trailer or pleasure boat is permitted on a *parcel* only if it is:
 - d) Licensed and registered to the owner or occupier of the *parcel*;
 - e) Stored or parked at least 1.0 m away from the *front parcel line*, *interior side parcel line* and any *exterior side parcel line*;
 - f) The parking or storage of a *recreation vehicle*, utility trailer or pleasure boat shall be adequately screened by compact evergreen trees or shrubs at least 1.8 metres [6 ft.] in height and located between the said *recreation vehicle*, utility trailer or pleasure boat and any point on the lot line within 7.5 metres [25 ft.] of the said house trailer or boat, in order to obscure the view from the abutting lot or street, except:
 - a. on a corner lot, this required landscape screening shall not be located in an area bounded by the intersecting lot lines at a street corner and a straight line joining points 9 metres [30 ft.] along the said lot lines from the point of intersection of the 2 lot lines; and
 - b. where the driveway or the parking area is used for parking or storage of a house trailer or boat, the landscape screen is not required within the said driveway; and
 - c. screening is not required for the parking or storage of a *recreation vehicle*, utility trailer or pleasure boat for a period less than 15 days within a 6 month period.
 - g) Stored or parked such that it does not obstruct access to and from the adjacent street for motor vehicles using any other *parking spaces* required on the *parcel*.
- (7) Subsection (5) above shall apply to a *parcel* containing a *one-family dwelling* regardless of whether the *one-family dwelling* contains a *secondary suite* or one or more boarders, except that one additional motor vehicle not exceeding 3,000 kg licensed gross vehicle weight may be stored or parked on the *parcel* in lieu of one permitted *recreation vehicle*, utility trailer or pleasure boat.
- (8) Within the C-1, C-2, C-3 and P-1 *zones*, outdoor storage areas within 15 metres of a *highway* shall be bounded on all sides by a *landscape screen* of not less than 1.5 metres or more than 1.8 metres in height.

5.16 SIGNS

- (1) Within the C-1, C-2 and C-3 *zones*, signs and other visual advertising devices shall be limited to:
 - a) an area of 0.9 m² for each lineal metre of wall to which they are affixed, or a maximum area of 4.7 m² where they are not affixed to the wall of a *building*;
 - b) a maximum *height* equal to the eave level of the wall to which they are affixed, or a maximum *height* of 7.5 metres from the nearest *finished grade* of the site upon which they are situated, whichever is the lowest.
- (2) Within the RS-1, RS-2, and CD *zones*, signs and other visual advertising devices shall be limited to one non-illuminated “for rent”, “for sale”, professional practice, homecraft or occupation identity sign not exceeding 0.4 m² in area on any *parcel*; and shall be confined to the same *parcel* as the function, purpose or objects to which they refer.
- (3) Within any *zone*, no backlit signs shall be permitted, except those displaying a property address.
- (4) Notwithstanding Subsection 5.13(2), the size of a sign used for the advertising of a development project may be increased from 0.4 m² to 1.5 m² provided that the following conditions are satisfied:
 - a) No dimension of the sign shall exceed 2 metres;
 - b) The sign shall be removed within 12 months of its erection; and
 - c) A security deposit in the amount of \$500.00 shall be posted with the *Village* to be used should the sign not be removed within 7 days of its required removal date.
- (5) Notwithstanding Subsection 5.16(2), a *sign* providing the name of a *residential* project are permitted provided that:
 - a) The design of the sign shall be aesthetically pleasing and shall not detract from the architectural integrity of any *building* or *structure* to which it is attached, or beside which it is located. The arrangement and grouping of *signs* on a building shall be integrated with the architecture of the said *building* and, notwithstanding the *setback* or location regulations of *signs* in this Bylaw, their *setback* and/or location may be regulated by a development permit issued by *Council*. Structural supports, bracing and ties for signs shall be kept to a minimum number, consistent with structural adequacy and as much as possible shall be concealed within the body of the sign itself.
 - b) All signs together with their supporting *structures* and any electrical equipment shall be kept fully operable, in good repair and maintained in a safe and clean condition.
 - c) No sign shall be erected or lighted in such a manner as to interfere with the visibility or safe operation of a traffic control device or to interfere with motorist visibility at an access to or egress from a *highway* or so as to be unsafe to the public in the vicinity of such sign.
 - d) The sign identifying the residential development’s main entry does not exceed the following:
 - i) 1.22 metre minimum *setback* from any *parcel line*;
 - ii) 0.51 metre maximum width;
 - iii) 6.4 metre maximum length;
 - iv) 1.93 metre maximum *height*;
 - e) The residential development’s corner entry sign does not exceed the following:
 - i) 1.22 metre minimum *setback* from any *parcel line*;
 - ii) 0.51 metre maximum width;

- iii) 2.6 metre maximum length;
- iv) 1.93 metre maximum *height*;

5.17 SWIMMING POOLS

- (1) *Swimming pools* and hot tubs shall not be constructed or located within any required *front* or *exterior side yard* or located within 3.5 metres of any other *parcel line*, unless expressly provided for in this Bylaw.
- (2) *Swimming pools* shall be enclosed in a *structure* or surrounded by a *fence* with a *height* of no less than 1.5 metres, provided that the *fence* does not obstruct visibility through it.

5.18 SPORTS COURTS

- (1) Shall not be constructed or located within any required *front yard* or *exterior side yard* or within any *accessory building* or *structure setback* requirement for that *zone*.

5.19 RENEWABLE ENERGY

- (1) In a *residential* or *commercial zone*, *sustainable building technologies* shall be permitted provided that the technologies shall:
 - a) be attached to a *principal* or *accessory building*;
 - b) not extend beyond the *ridgeline* of the roof; and
 - c) not extend beyond the *outermost edge* of the roof.
- (2) In an *industrial* or *civic Institutional zone*, *sustainable building technologies* shall be permitted provided that:
 - a) the technologies are located on or within the either *principal* or *accessory building* in which case the technology shall not extend beyond the *outermost edge* of the roof, or as a standalone *structure* subject to the zoning requirements for the *principal building* on the *parcel* where the technology is located;
- (3) The production of the renewable energy as well as any device used to produce the energy must comply with all other Municipal, Provincial and Federal Bylaws, Statutes and Regulations including but not limited to a Building Permit and BC Building Code Regulations.

5.20 SETBACKS FROM WATERCOURSES

- (1) Notwithstanding the *setback* requirements specified in each of the *zones*, no *building* shall be constructed, reconstructed, sited, moved, extended, or located within 15 metres of the *natural boundary* and *top-of-bank* of a river, creek or stream, unless a reduced *setback* is substantiated by a report prepared by a professional engineer and a qualified environmental professional.
- (2) No area used for habitation shall be located within any *building* such that the underside of the floor system or top of the concrete slab is less than 1.5 metres above the *natural boundary* of a river, creek, or stream.

5.21 RIPARIAN AREAS PROTECTION

- (1) Words and phrases in this section must be interpreted in accordance with the definitions and meanings established in the *Fish Protection Act* and the *Riparian Area Regulation, B.C. Reg. 376/2005 (RAR)*.
- (2) Despite any other provision in this or another Bylaw of the *Village*, for the purpose of protecting fish habitat in accordance with the *Fish Protection Act* and *RAR*, where land in any *parcel* includes a riparian

assessment area, a person must not, in relation to *residential, commercial or industrial development* within the riparian assessment area do, direct, cause, suffer or allow to be done any of the following:

- a) remove, alter, disrupt or destroy vegetation;
 - b) disturb soils;
 - c) construct, erect or install *buildings, structures*, flood protection works, roads, trails, docks, wharves or bridges;
 - d) create non-structural impervious or semi-impervious surfaces;
 - e) develop drainage systems or utility corridors;
 - f) provide or maintain sewer and water service systems; or
 - g) subdivide, within the meaning of subdivision in the *Land Titles Act* or under the *Strata Property Act*, except in strict accordance with any and all conditions, restrictions, requirements and recommendations of an assessment report completed by a qualified environmental professional under the *RAR*, as received and accepted by the Ministry of Forests, Lands and Natural Resource Operations of British Columbia, of which report the *Village* has received notice from that Ministry; or otherwise only as authorized by the Minister of Fisheries and Oceans (Canada) as set out in Subsection (6).
- (3) Subsection (2) does not apply to developments requiring a permit from the *Village* issued only for the purpose of enabling reconstruction or repair of a permanent *structure* described in Section 532 of the *Local Government Act* if the *structure* remains on its existing foundation.
- (4) Without limiting Subsection (2), for the purpose of protecting the natural environment, its ecosystems and biological diversity in areas of land designated as a Watercourse Protection Development Permit Area under Schedule F of the *Village* of Anmore Official Community Plan Bylaw No. 532, 2014 (*Village OCP*), a development permit is required for any *residential, commercial or industrial development* proposed for any area of *land* that is within those designated areas.
- (5) As a guideline for *development* of areas designated under Schedule F of the *Village OCP*, any proposed *residential, commercial or industrial development* for *land* within a Watercourse Protection Development Permit Area must strictly comply with any and all conditions, restrictions, requirements and recommendations of an assessment report completed by a qualified environmental professional under the *RAR*, as received and accepted by the Ministry of Forests, Lands and Natural Resource Operations of British Columbia, of which report the *Village* has received notice from that Ministry; or otherwise only as authorized by the Minister of Fisheries and Oceans (Canada) as set out in subsection (6).
- (6) Where an assessment report of a riparian assessment area indicates that implementation of a development proposal would result in harmful alteration, disruption or destruction (HADD) of natural features, functions and conditions that support fish life processes in the riparian assessment area, the *Village* may approve or allow the *development* to proceed on receiving evidence to the satisfaction of the *Village* or its designated official that the HADD has been authorized in writing by the Minister of Fisheries and Oceans Canada or specifically by a regulation under the *Fisheries Act* (Canada). In these circumstances, any and all conditions, restrictions, requirements and recommendations of the Minister become a term and condition of a *development* permit, building permit, *subdivision* approval or other permit or approval of *development* by the *Village* within a riparian assessment area.

5.22 WATERSHED PROTECTION

- (1) Agricultural *buildings* and facilities identified by the Agricultural Waste Control Regulation that are considered to have a high risk for causing pollution, such as, but not limited to Solid Agricultural Waste

Field Storage with greater than 2 weeks storage, Confined Livestock Area with greater than 10 agricultural units and Seasonal Feeding Areas must be set back 30 m from *top-of-bank* from any *watercourse* and/or stream.

- (2) Agricultural *buildings* and facilities covered by the Agricultural Waste Control Regulation that are considered to have a lower risk for causing pollution such as but not limited to Agricultural Waste Storage Facilities (engineered manure pits), chemical, compost and wood waste storage, on farm growing media production, mushroom barn, confined livestock area with less than 10 agricultural units, silo, incinerator and petroleum storage must be set back a minimum distance of 15 m from *top-of-bank* from any *watercourse* and/or stream.
- (3) Agricultural *buildings* and facilities that are considered to be a high risk of discharging contaminants and are not covered under the Agricultural Waste Control Regulation, such but not limited to livestock barns, brooder house, fur farming shed, livestock shelter and stable, hatchery and milking facilities are to be setback 15 m from *top-of-bank* of natural and channelized *watercourse* and/or streams and 5 m from constructed channels and ditches.
- (4) Agricultural *buildings* and facilities where the risk of discharging contaminants is unlikely and/or can be easily contained, such as but not limited to greenhouses, machine storage, on farm processing, direct farm marketing, crop storage, granary, shelters, hives, machine and equipment storage, cidery, retention and detention ponds and other impervious surfaces shall have the following *setbacks*, measured from *top-of-bank* of a *watercourse* and/or stream:

Watercourse Type	Setback from Top-of-Bank
Natural Stream	15 m
Channelized Stream	2 m ^(a)
Constructed Channel and/or Ditch	5 m ^(b)

- a) For a channelized stream with a minimum width of 10 metres and maximum width of 15 metres.
 - b) The minimum agricultural *building setback* from a constructed channel or ditch for which a municipality is responsible for maintaining is 7 metres.
- (5) Notwithstanding all of the above, the setback from a domestic water intake for all agricultural *buildings* is 30 m from *top-of-bank* of a *watercourse* and/or stream.
 - (6) Any horse trails which cross such a stream shall do so by means of a bridge having a deck which shall be as watertight as is practicable and having rails or *fences* extending a minimum distance of 15 metres from the bridge on both sides of the trails leading to and from the bridge.

PART 6 SPECIFIC USE REGULATIONS

6.1 USES PERMITTED IN ALL ZONES

- (1) A *public service use* provided that it is contained in a *structure* or a *building* containing less than 5 m² and complies with all the applicable siting and *height* requirements of the *zone* in which the use is located.
- (2) *Park and open space amenity*.

6.2 USES PROHIBITED IN ALL ZONES

- (3) Unless a *zone* expressly provides otherwise, the following *uses* shall be prohibited in all *zones*;
 - c) A tent or trailer used for habitation, except as specifically permitted in this Bylaw;
 - d) The storage of *derelict vehicles* except for fire department training purposes;
 - e) A junk yard; and
 - f) Medical Marijuana Production, Medical Marijuana Research and Development and Medical Marijuana Dispensaries.

6.3 SECONDARY SUITE

- (1) Not more than one *secondary suite* shall be permitted on a *parcel* of *land*.
- (2) A *secondary suite* may be located within a *principal building* or an *accessory building*.
- (3) A *secondary suite* within a *principal building* shall not have a *floor area* that exceeds the lesser of 90 m² or 40% of the *floor area* of the *principal building*.
- (4) For parcels less than 4047 m², a *secondary suite* within an *accessory building* shall not have a *floor area* that exceeds 100 m². For parcels equal to or larger than 4047 m², a *secondary suite* within an *accessory building* shall not have a *floor area* that exceeds 120 m².
- (5) A *secondary suite* shall not be permitted in a *two-family dwelling*.
- (6) For the purposes of this Bylaw, an area of a *principal building* or *accessory building* constructed to include fire separation, rough-in wiring and plumbing, and means of egress for the purposes of a *secondary suite* will be considered as fulfilling the definition requirements of a *secondary suite*.
- (7) Unless expressly provided for in this Bylaw, *secondary suites* in an *accessory building* are prohibited in RCH-1, RCH-2 and CD *zones*, or *parcels* having an area less than 2,024 m².
- (8) Unless expressly provided for in this Bylaw, *secondary suites* are prohibited in RCH-1, RCH-2 and all CD *zones*.

6.4 ACCESSORY ONE-FAMILY RESIDENTIAL USE

An *accessory one-family residential use* shall:

- (1) be limited to one per *parcel*;
 - (2) have a maximum *floor area* of 100 m²; and
- where located within the same *building* as the *principal use*, be provided with a separate entrance.

6.5 HOME OCCUPATION USE

In any *zone* in which a *home occupation* use is permitted, the following conditions shall be satisfied:

- (1) The activities shall be conducted entirely within the *principal building* or *accessory building* except where such activity involves *horticulture* or a *family daycare*.
- (2) The *use* shall not involve the storing, exterior to the *building* or *buildings*, of any materials used directly or indirectly in the processing or resulting from the processing or any product of such craft or occupation.
- (3) The *use* may involve the display and the sale of a commodity that is produced on the premises, however in no case shall the retailing of the commodity be the primary *home occupation use*.
- (4) The use within the *principal building* shall occupy no more than 30% of the *floor area* of the *principal building*, up to a maximum of 100 m².
- (5) The use within one or more *accessory buildings* shall occupy a total of not more than 100 m².
- (6) In no case shall the aggregate floor area of all *buildings* used for *home occupation use* exceed 100 m² on a *parcel* of *land*.
- (7) The total display area of any outdoor advertising sign shall not exceed 0.4 m².
- (8) The *use* or occupation shall be solely operated by a person resident in the *dwelling unit* and shall not involve the employment of more than two full-time employees on the premises.
- (9) Home crafts or occupations shall not discharge or emit the following across *parcel lines*:
 - a) odorous, toxic or noxious matter or vapours;
 - b) heat, glare, electrical interference or radiation;
 - c) recurring ground vibration;
 - d) noise levels exceeding 45 decibels.
- (10) The *use* shall provide parking in accordance with the requirements in the applicable *zone*.
- (11) No automobile, boat, or other machinery servicing repair is permitted as a *home occupation use*.

6.6 BED AND BREAKFAST

- (1) When permitted in a *zone*, a *bed and breakfast* operation shall be required to comply with the following regulations:
 - a) Not more than two (2) bedrooms in a *dwelling unit* shall be used for *bed and breakfast* accommodation;
 - b) *Bed and breakfast* operations may be permitted within either the *principal* or *accessory building*;
 - c) Should a *parcel* be used as a *bed and breakfast* operation, then an *secondary suite* shall not be allowed;
 - d) One off-street *parking space* shall be provided for each bedroom used as *bed and breakfast*, in addition to the parking requirement for the *one-family dwelling*;
 - e) Signage shall be limited to one sign with an area not to exceed 0.4 m² and shall comply with the requirements of Section 5.16 of this Bylaw;
 - f) The *bed and breakfast* operation shall be owned and operated by the resident of the *principal building*;
 - g) No cooking facilities or other facilities for the keeping of food shall be provided for within the bedrooms intended for the said operation;
 - h) No patron shall stay for more than 20 days in a 12-month period;

- i) All *bed and breakfast* operations shall have approved water and sewage disposal systems.
- (2) No *bed and breakfast* operation shall operate without a business license.

PART 7 REGULATIONS FOR THE SUBDIVISION OF LAND

7.1 REGULATION OF SUBDIVISION

The purpose of this Part is to regulate the minimum dimensions and area of *parcels* of land that may be created by *subdivision*.

7.2 MINIMUM PARCEL SIZE AND WIDTH

- (1) The size and width of a *parcel* to be created by *subdivision* and which may lawfully be used as the site for a *building* shall not be less than the minimum dimensions and area for the construction of *buildings* or dwellings, as set out in the “Minimum Parcel Size” and width statement in the applicable zoning district schedule, where such minimum area and width have been specified.
- (2) Notwithstanding 7.2(1), parcels of land may be created that are less than the “Minimum Parcel Size” requirement applicable in a zoning district provided that:
 - a. the parcel shall not be less than 98% of the size of the “Minimum Parcel Size” requirement; and
 - b. not more than one such undersized parcel shall be permitted in a plan of subdivision.
- (3) For the purposes of determining minimum *parcel size*, the area of the access strip of a *panhandle parcel* shall not be included.
- (4) For the purpose of determining *parcel width*:
 - a. Where there are only two *side parcel lines* and both are parallel, the *parcel width* is the perpendicular distance between the *side parcel lines*;
 - b. where at least one of the *side parcel lines* is not perpendicular to the *road*, *parcel width* is the distance between the *side parcel lines*, measured at right angles to the bisector of the angle formed by the *side parcel lines* projected to their intersection;
 - c. if there are more than two *side parcel lines*, or the *parcel* is irregular in shape, the *parcel width* is measured at the *front yard setback* line and is the shortest straight line between the *side parcel lines* at the required *front yard setback* line;

7.3 MINIMUM FRONTAGE

- (1) As required by the *Local Government Act*, no *parcel* of *land* in any proposed *subdivision* shall have less than 10% of its perimeter fronting on a *highway*. This regulation may be relaxed by the *Council* upon application by the property owner.
- (2) Notwithstanding Section 7.3(1), the minimum frontage for *parcels* of *land* in a proposed cul-de-sac *subdivision* may be less than 10% of the perimeter of the *parcel*, provided that the minimum frontage is not less than 15 metres and the width of the *parcel* is not less than 20 metres measured 10 metres back in a perpendicular manner from the front *parcel line*.

7.4 PARCELS EXEMPT FROM MINIMUM PARCEL SIZE REQUIREMENTS

- (1) The consolidation of two or more *parcels* into a single *parcel* may be permitted, notwithstanding that the consolidated *parcel* may not comply with the “Minimum *Parcel Size*” requirement as specified in the zoning district in which the new *parcel* is situated.

- (2) The realignment of *property lines* to create new *parcels* may be permitted provided that:
 - a) the number of new *parcels* created by *subdivision* would be equal to or less than the number of *parcels* that existed prior to the *subdivision*, and;
 - b) the boundary change would not result in the creation of a *parcel* having less than 80% of the area of any of the original *parcels*.
- (3) Within the RS-1 zone, a minimum *parcel* size of 3,240 m² (0.8 acres) may be permitted provided that:
 - a) the average *parcel* size of all *parcels* created by *subdivision*, except the remainder *parcel*, shall not be less than 4,047 m² (1 acre);
 - b) no *parcel* of *land*, except the remainder *parcel*, shall be created that is greater than 8,090 m² (1.99 acres);
 - c) not less than 2 additional *parcels* of *land* shall be created; and
 - d) not more than 2 *parcels* of *land* less than 4,047 m² (1 acre) shall be created.

7.5 UNDERSIZED PARCELS

Notwithstanding Section 7.2, *parcels* of *land* that are shown on a plan deposited in the Land Title Office prior to the adoption of this Bylaw, which have less than the “Minimum Parcel Size” requirement as established in the *zone* in which that *parcel* is situated, may be used for any use permitted in that *zone*, subject to all the regulations for that *zone*.

7.6 PARCEL SHAPE

- (1) Unless the pattern of existing *subdivision* precludes it, and unless it is impracticable, side *parcel lines* shall be perpendicular or radial to the adjoining *highway*.
- (2) No *panhandle parcel* shall be created where the access strip is narrower than 7.5 m.

7.7 BARE LAND STRATA SUBDIVISION

Any *parcel* created under a Bare Land Strata Plan pursuant to the *Strata Property Act* shall be subject to the provisions of this Bylaw.

7.8 SUBDIVISION FOR RELATIVE

No *parcel* less than 1 hectare shall be subdivided pursuant to Section 514 of the *Local Government Act*.

PART 8 ZONING DISTRICT SCHEDULES

INDEX

Zoning District Name	Short Form	Min. Parcel Size
Residential 1	RS-1	4,047 m ²
Compact Housing 1	RCH-1	223 m ²
Compact Housing 2	RCH-2	325 m ²
Local Commercial	C-1	4,047 m ²
Campground Commercial	C-2	2 ha.
Equestrian Commercial	C-3	2 ha.
Civic institutional	P-1	560 m ²
Park	P-2	n/a
Watershed	W-1	n/a
Industrial	I-1	n/a
Comprehensive Development 1	CD-1	n/a
Comprehensive Development 2	CD-2	n/a
Comprehensive Development 3	CD-3	n/a
Comprehensive Development 4	CD-4	n/a
Comprehensive Development 5	CD-5	n/a
Comprehensive Development 6	CD-6	Check

PART 9 ZONING DISTRICTS

9.1 RESIDENTIAL 1 – RS-1

9.1.1 Purpose

This *zone* is intended to provide *land* solely for the purpose of one-family *residential* housing as the *principal use*.

9.1.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	4,047 m ²
Home Occupation	n/a
Bed and Breakfast	n/a
Boarding	n/a
Secondary Suite	n/a
Urban Agriculture	n/a

9.1.3 Maximum Building Size and Height

Permitted Use	Maximum Size	Maximum Building Height
Principal Buildings	0.25 FAR	10 m
Accessory Buildings and Structures	25% - 100 m ²	7 m

- a) The maximum *gross floor area* for the *principal building* and all *accessory buildings* on the *parcel* shall not exceed a *floor area ratio (FAR)* of 0.25, except that:
 - i) in cases where all *buildings* are sited on a *parcel* in such a manner that all the *setbacks* for all the *buildings* are increased 1.5 m beyond that which are required pursuant to Section 9.1.4 for every 152 m² of additional *floor area*;
 - ii) notwithstanding this restriction, a *principal building* with a *gross floor area* of not more than 232.4 m² will be permitted on any *parcel*; and
- b) The maximum *gross floor area* of all *accessory buildings* on a *parcel* shall not exceed 25% of the *gross floor area* of the *principal dwelling* up to a maximum of 150 m². For the purposes of determining *gross floor area* of all *accessory buildings* on a *parcel*, up to 30 m² of a *secondary suite* in an *accessory building* can be exempted from the total. Notwithstanding this restriction, an *accessory building* of not more than 55.7 m² will be permitted on any *parcel*.

9.1.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m ^(a)	7.6 m	7.6 m	5 m
Accessory Buildings and Structures	n/a	7.6 m	7.6 m	5 m

- a) For a *parcel* that is less than 4,047 m², the front *setback* may be reduced to 7.6 m.

- b) For *accessory buildings* and *structures* less than 10 m² and in-ground *swimming pools*, the *rear* and *interior side setbacks* may be reduced to 3.5 m.

9.1.5 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 20% of the *parcel*.

9.1.6 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;
 - ii) 1 space per employee for *home occupation*;
 - iii) 1 space per boarder;
 - iv) 2 spaces per *secondary suite*.

9.1.7 Other Regulations

- a) For *subdivision* exemptions, see **Section 7.5**.
- b) *Home occupation* shall be subject to the requirements of **Section 4.7**.
- c) *Bed and breakfast* shall be subject to the requirements of **Section 4.24**.
- d) *Secondary suite* shall be subject to the requirements of **Section 4.10**.

9.2 COMPACT HOUSING 1 – RCH-1

9.2.1 Purpose

This *zone* is intended to accommodate the conversion of the Countryside Manufactured Home Park into a bare land strata *subdivision* where one-family *residential* housing is the *principal use*.

9.2.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	223 m ²
Home Occupation	n/a
Urban Agriculture	n/a

9.2.3 Maximum Building Size and Height

Permitted Use	Maximum Size	Maximum Building Height
Principal Buildings	0.6 FAR	9.5 m
Accessory Buildings and Structures	46.5 m ²	3 m

- The maximum number of *one-family dwelling units* shall not exceed 92 and the maximum number of *principal buildings* per *parcel* shall not exceed 1.
- The maximum *gross floor area* for the *principal building* on the *parcel* shall not exceed a *floor area ratio (FAR)* of 0.6, and the maximum *gross floor area* of the second storey of the *principal building* shall not exceed 80% of the *floor area* of the first storey.
- The maximum *gross density* shall not exceed 8 *parcels/acre*.
- The maximum *gross floor area* for an *accessory building* shall not exceed 46.5 m², but in no case shall the combined *floor area* of the *principal* and *accessory building* exceed a *floor area ratio (FAR)* of 0.6.
- In cases where a pitched roof is provided for *accessory buildings* and *structures*, the maximum *height* may be increased to 4 m.

9.2.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	3.0 m	2.0 m	4.0 m	1.2 m ^(d)
Accessory Buildings	See (c)	2.0 m	4.0 m	1.2 m

- In the case where there is a *watercourse* on the property, the *setback* requirements outlined in **Section 4.11** shall also apply, except in the case where a new *building* is replacing an existing *building* that does not satisfy this requirement provided that the non conformity is not further exaggerated.
- In the case where there is a garage or carport, the garage or carport shall be located not less than 5.5 meters from the *property line* where driveway access is provided from.
- An *accessory building* and *structure* shall be sited to the rear of the front face of the *principal building*.

- d) The required interior side parcel line setback shall be 2.2 m for all storeys above the first storey.

9.2.5 Maximum Parcel Coverage

- a) The maximum *parcel coverage* shall be:
 - i) 50% for *parcels* with frontages of less than 12.2 meters
 - ii) 55% for *parcels* with frontages of greater than 12.2 meters

9.2.6 Off-Street Parking

- a) *Off-street parking* spaces shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;
 - ii) 1 space per employee for *home occupation*;

9.2.7 Other Regulations

- a) For the purpose of *subdivision*, this *zone* shall only be used for the creation of bare land strata *parcels*.
- b) *Home occupation* shall be subject to the requirements of Section 5.7.
- c) *Basements* and *sunken patios* are permitted in Area 1 and prohibited in Area 2 of this *zone* (see Schedule A).

9.3 COMPACT HOUSING 2 – RCH-2

9.3.1 Purpose

The intent of this zone is to accommodate the potential conversion of Anmore Green Estates into a bare land strata subdivision where one-family *residential* housing is the *principal use*.

9.3.2 Permitted Uses

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	325 m ²
Home Occupation	n/a
Urban Agriculture	n/a

9.3.3 Maximum Building Size and Height

Permitted Use	Maximum Size	Maximum Building Height
Principal Buildings	0.5 FAR	9.5 m
Accessory Buildings and Structures	46.5 m ²	3 m

- a) The maximum number of *one-family dwelling units* shall not exceed 39.
- b) The maximum *gross density* shall not exceed 8 *parcels/acre*.

9.3.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	5.5 m	1.5 m	3.0 m	1.5 m
Accessory Buildings	See (c)	1.5 m	3.0 m	1.2 m

- a) The minimum distance between *principal buildings* shall be 6 meters except for that portion of a *principal building* that is used for a garage, in which case the minimum distance may be reduced to not less than 2.44 meters.
- b) The *interior parcel line setback* for that portion of the *principal building* that is used for a garage may be reduced to 1 meter.
- c) An *accessory building and structure* shall be sited to the rear of the front face of the *principal building*.

9.3.5 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 50% of the *parcel*.

9.3.6 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;

- i) 1 space per employee for *home occupation*;

9.3.7 Other Regulations

- a) For the purpose of *subdivision*, this *zone* shall only be used for the creation of bare land strata *parcels*.
- b) *Home occupation* shall be subject to the requirements of Section 4.7.

9.4 COMMERCIAL 1 – C-1

9.4.1 Purpose

This *zone* is intended to provide land for the purpose of accommodating local *commercial* establishments, where *grocery retailing* is the *principal use*.

9.4.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
Grocery Retailing	666.4 m ²
Accessory One-Family Residential ^(a)	n/a
Accessory Uses	n/a

9.4.3 Maximum Floor Space and Height

Permitted Use	Maximum GFA	Maximum Building Height
Principal Building	110 m ²	7.5 m
Accessory Buildings and Structures	50 m ²	4.5 m

9.4.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Buildings	10 m	7.6 m	7.6 m	5 m

9.4.5 Maximum Parcel Coverage

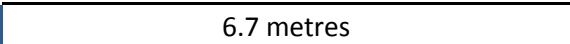
The maximum *parcel coverage* shall be 50% of the *parcel*.

9.4.6 Off-Street Parking

a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:

- i) A building for grocery retail use - 1 space per 38 m² of *gross floor area*;
- ii) *Accessory one-family residential use* - 2 spaces;
- iii) Each *parking space* shall be not less than 2.7 metres wide, 6 metres long, and 2.2 metres high;
- iv) The minimum width of manoeuvring aisles shall be as follows:

Angle between Parking Stall and Aisle	Width of Aisle
30° – 45°	4.6 metres
45° – 60°	5.5 metres
60° – 75°	6.0 metres

75° – 90°6.7 metres

b) *Parking spaces* shall be free of mud, be graded for proper drainage and be hard surfaced.

9.4.7 Off-Street Loading

Adequate space for loading, unloading, and maneuvering of loads shall be provided on site.

9.4.8 Other Regulations

Accessory one-family residential use shall be subject to requirements of **Section 208**.

9.5 CAMPGROUND COMMERCIAL – C-2

9.5.1 Purpose

This *zone* is intended to provide land for the purpose of accommodating a *campground* as the *principal use*.

9.5.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
Campground	2 ha
Accessory One-Family Residential	n/a
Accessory Uses	n/a

9.5.3 Campground Regulation Bylaw

The use of *land, buildings, and structures* shall conform to the regulations of the *Village of Anmore Campground Regulation Bylaw*.

9.5.4 Maximum Height

The maximum *height* for *principal buildings* and structures shall be 7.6 m.

9.5.5 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Buildings and Structures	10 m	7.6 m	7.6 m	5 m

9.5.6 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) *Campground use* - as required by the *Village of Anmore Campground Regulation Bylaw*;
 - ii) *Accessory one-family residential use* - 2 spaces;
 - iii) Each *parking space* shall not be less than 2.7 metres wide, 6 metres long, and 2.2 metres high;
 - iv) The minimum width of manoeuvring aisles shall be as follows:

Angle between Parking Stall and Aisle	Width of Aisle
30° – 45°	4.6 metres
45° – 60°	5.5 metres
60° – 75°	6.0 metres
75° – 90°	6.7 metres

- b) *Parking spaces* shall be free of mud, be graded for proper drainage and be hard surfaced except for the *parking spaces* located at each campsite.

9.5.7 Off-Street Loading

Adequate space for loading, unloading, and manoeuvring of trucks shall be provided on site.

9.5.8 Other Regulations

Accessory one-family residential use shall be subject to requirements of **Section 208**.

9.6 EQUESTRIAN COMMERCIAL – C-3

9.6.1 Purpose

This *zone* is intended to provide land for the purpose of accommodating local *commercial* equestrian operations.

9.6.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
Equestrian	2 ha
Agriculture	2 ha
One Family Dwelling	2 ha
Boarding	2 ha
Home Occupation	2 ha
Accessory One-Family Residential ^(a)	n/a
Accessory Uses	n/a

9.6.3 Maximum Floor Space and Height

Permitted Use	Maximum GFA	Maximum Building Height
Principal Building	110 m ²	7.5 m
Accessory Buildings and Structures	50 m ²	4.5 m

9.6.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Buildings	10 m	7.6 m	7.6 m	5 m

9.6.5 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 50% of the *parcel*.

9.6.6 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - v) Equestrian use – 1 *parking space* per every two horses made available to the public;
 - vi) Accessory one-family residential use - 2 *parking spaces*;
 - vii) Each *parking space* shall be not less than 2.7 metres wide, 6 metres long, and 2.2 metres high;

viii) The minimum width of manoeuvring aisles shall be as follows:

Angle between Parking Stall and Aisle	Width of Aisle
30° – 45°	4.6 metres
45° – 60°	5.5 metres
60° – 75°	6.0 metres
75° – 90°	6.7 metres

b) *Parking spaces* shall be free of mud, be graded for proper drainage and be hard surfaced.

9.6.7 Off-Street Loading

Adequate space for loading, unloading, and maneuvering of loads shall be provided on site.

9.6.8 Other Regulations

a) *An equestrian use* shall be limited as follows:

- i. No more than 28 resident horses shall be accommodated on the first 2 hectares of land developed for pasture and for equestrian use except that non-resident horses shall be brought to the premises for periods of less than 24 hours duration for the purpose of utilizing the equestrian facilities;
- ii. Additional resident horses shall be accommodated on land in excess of the first two hectares at a density of 10 horses per hectare.

b) *Accessory one-family residential use* shall be subject to requirements of **Section 208**.

c) For *subdivision exemptions*, see **Section 7.5**.

d) *Home occupation* shall be subject to the requirements of **Section 4.7**.

e) *Secondary suite* shall be subject to the requirements of **Section 4.10**.

9.7 CIVIC INSTITUTIONAL – P-1

9.7.1 Purpose

This *zone* is intended to provide *land* for the purpose of accommodating facilities owned and operated by a government agency or a non-profit organization, where *civic institutional*, *public service* or *assembly* are the *principal uses*.

9.7.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
Civic Institutional	560 m ²
Public Service	560 m ²
Accessory One-Family Dwelling	n/a
Assembly	560 m ²
Community Garden	

9.7.3 Maximum Height

- a) The maximum *height* for *principal buildings* and structures shall be 10 m.
- b) The maximum *height* for *accessory buildings* and structures shall be 4.5 m.

9.7.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Buildings and Structures	10 m	7.6 m	7.6 m	5 m

9.7.5 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 40% of the *parcel*.

9.7.6 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) *Civic use* - 1 space per 9 m² of *gross floor area*;
 - ii) *School* – 2 spaces per classroom
 - iii) *Public service use* – No spaces required
 - iv) *Accessory one-family residential use* - 2 spaces;
 - v) Each *parking space* shall not be less than 2.7 metres wide, 6 metres long, and 2.2 metres high;
 - vi) The minimum width of manoeuvring aisles shall be as follows:

Angle between Parking Stall and Aisle	Width of Aisle
30° – 45°	4.6 metres
45° – 60°	5.5 metres
60° – 75°	6.0 metres
75° – 90°	6.7 metres

- b) Parking spaces required as a result of the Equestrian Use shall be free of mud, be graded for proper drainage and be hard surfaced.

9.7.7 Other Regulations

Accessory one-family residential use shall be subject to the requirements of **Section 4.9.**

9.8 PARK – P-2

9.8.1 Purpose

This *zone* is intended to provide land for passive parks under the jurisdiction of the Metro Vancouver, B.C. Hydro and the Provincial Government.

9.8.2 Permitted Uses

- a) Park
- b) Accessory Uses

9.8.3 Maximum Building Height

The maximum *height* of *accessory buildings* and structures shall be 7.6 m.

9.8.4 Minimum Setback Requirements

From all *property lines*: 7.5 metres, except in the case where the adjacent property is used for *residential* purposes in which case the minimum *building setback* shall be 30 metres.

9.8.5 Off-Street Parking

Off-street parking shall be provided on the same *parcel* as the use being served.

9.9 WATERSHED – W-1

9.9.1 Purpose

This *zone* is intended to provide for the protection and preservation of land that serves as a watershed for domestic water supply sources.

9.9.2 Special Conditions

- a) *Land* within this *zone* shall not be used for other than the catchment, containment, and diversion of water, and any other activities that are required to maintain a watershed.
- b) No area shall be used or developed for public recreational use or access within the area zoned W-1 on the Zoning Map.

9.10 INDUSTRIAL – I-1

9.10.1 Purpose

This *zone* is intended to provide *land* for the purposes of accommodating facilities associated with B.C. Hydro power plant.

9.10.2 Permitted Uses

- a) *Hydro industrial*
- b) *Accessory uses*

9.10.3 Buildings and Structures

Permitted Use	Maximum Building Height
Principal Building	10 m
Accessory Buildings and Structures	4.5 m

9.10.4 Minimum Building Setbacks

For all *parcel lines* 7.5 metres, except in the case where the adjacent property is used for *residential* purposes in which case the minimum *building setback* shall be 30 metres.

9.11 COMPREHENSIVE DEVELOPMENT – CD

9.11.1 Purpose

This *zone* is intended to accommodate comprehensive *residential* development in accordance with the policies of the Official Community Plan where one-family *residential* housing is the *principal use*. Each zone differentiated by a suffix shall be treated as a separate *zone*.

9.11.2 Permitted Uses and Minimum Parcel Size

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	1,012 m ²

9.11.3 Maximum Number of Buildings, Size and Height

Permitted Use	Parcel Size Range	Maximum Number per Parcel	Maximum Floor Area Ratio	Maximum Building Height
Principal Buildings:	2,023 m ²	1	0.28 FAR	9.5 m
	1,349 m ²		0.30 FAR	
	1,012 m ²			
Accessory Buildings and Structures	n/a	1	45 m ²	7m

- The maximum number of *principal buildings* shall be in compliance with the Comprehensive Development Plan as approved and incorporated into this Bylaw.
- Where located within the same *building* as the *principal use*, be provided with a separate entrance.

9.11.4 Minimum Building Setbacks

The minimum *building setbacks* shall be in compliance with the Comprehensive Development Plan as approved and incorporated into this Bylaw, but in no case shall a *setback* be less than that in the RS-1 *zone*.

9.11.5 Maximum Parcel Coverage

The maximum *parcel coverage* shall be in compliance with the Comprehensive Development Plan as approved and incorporated into this Bylaw, but in no case shall the *parcel coverage* be greater than:

Parcel Size	Maximum Parcel Coverage
2,023 m ²	25%
1,349 m ²	25%
1,012 m ²	20%

9.11.6 Off-Street Parking

Off-street parking shall be provided in compliance with the Comprehensive Development Plan as approved and incorporated into this Bylaw.

9.11.7 Open Amenity Space

An *open space amenity* shall be provided in conjunction with the Comprehensive Development Plan as approved and incorporated into this Bylaw.

9.12 COMPREHENSIVE DEVELOPMENT 1 (MUECKEL) – CD-1

9.12.1 Purpose

The intent of this zone is to accommodate a small *parcel* residential bare land strata subdivision that retains environmentally sensitive land as Common Property where one-family *residential* housing is the *principal use*.

9.12.2 Permitted Uses and Minimum Parcel Dimensions

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width
One-Family Residential	2,023 m ²	20 m
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Secondary Suite	n/a	n/a
Accessory Equestrian	n/a	n/a
Accessory Uses	n/a	n/a

9.12.3 Maximum Number of Buildings, Size and Height

Permitted Use	Maximum Number	Maximum Size	Maximum Building Height
Principal Building	1	0.30 FAR	10 m
Accessory Buildings and Structures	2	70 m ²	7 m

- a) Notwithstanding the definition of *floor area* in **Section XX (Definitions)**, for the purpose of this zone, *floor area* or *gross floor area* shall exclude *below grade floor area*.
- b) The maximum *parcel coverage* of all *accessory buildings* on a *parcel* shall not exceed 70 m².
- c) The maximum *height* of a *fence*, other than for an *accessory equestrian use*, shall be subject to **Section 5.17**.

9.12.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Building	10 m	7.6 m	7.6 m	5 m

9.12.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the *use* being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;
 - ii) 1 space per employee for *home occupation*;
 - iii) 2 spaces per *secondary suite*.

9.12.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 25% of the *parcel*.

9.12.7 Open Space Amenity

An *open space amenity* shall be provided generally in accordance with the Comprehensive Development Plan.

9.12.8 Special Regulations for an Accessory Equestrian Use

An accessory *equestrian use* shall be subject to the following:

- a) the accessory *equestrian use* shall be limited generally to the area designated *equestrian use* on the Comprehensive Development Plan;
- b) not more than 12 horses may be accommodated within the area designated *equestrian use* on the Comprehensive Development Plan;
- c) notwithstanding the setback requirements of **Section 314A.3**, all *buildings* used for an accessory *equestrian use* shall be sited in accordance with the Comprehensive Development Plan; and
- d) the accessory *equestrian use* shall comply with the regulations of the Animal Control Bylaw.

9.12.9 Other Regulations

- a) Home occupation shall be subject to the requirements of **Section 5.7**.
- b) *Bed and breakfast* shall be subject to the requirements of **Section 220**.
- c) *Secondary Suite* shall be subject to the requirements of **Section 210**.
- d) Accessory *equestrian use* shall be subject to the requirements of **Section 314A.7**.

9.12.10 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

9.13 COMPREHENSIVE DEVELOPMENT 2 (KLUMPER) – CD-2

9.13.1 Purpose

The intent of this *zone* is to accommodate a *residential subdivision* that provides green space in accordance with policy framework of the Official Community Plan where one-family *residential* housing is the *principal use*.

9.13.2 Permitted Uses and Minimum Parcel Dimensions

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width
One-Family Residential	1,349 m ²	25 m
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Secondary Suite	2,023 m ²	30 m
Accessory Uses	n/a	n/a

9.13.3 Maximum Number of Buildings, Size and Height

Permitted Use	Maximum Number	Maximum Size	Maximum Building Height
Principal Building	1	0.20 FAR	10 m
Accessory Buildings and Structures	2	70 m ²	7 m

- a) Notwithstanding the 0.2 FAR requirement, the FAR for all *principal* and *accessory buildings* on a *parcel* may exceed 0.2, but only in such cases where the *gross floor area* for all *principal* and *accessory buildings* shall not exceed a maximum of 278.8 m² (3,000 ft²).
- b) Notwithstanding the definition of *floor area* in Section XX (Definitions), for the purpose of this *zone*, *floor area* or *gross floor area* shall exclude *below grade floor area*.
- c) The maximum *parcel coverage* of all *accessory buildings* on a *parcel* shall not exceed 70 m².

9.13.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Building	10 m	7.6 m	7.6 m	5 m

9.13.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;
 - ii) 1 space per employee for *home occupation*;
 - iii) 2 spaces per *secondary suite*.

9.13.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 20% of the *parcel*.

9.13.7 Maximum Number of Parcels

Not more than 35 *parcels* may be created as a result of *subdivision*.

9.13.8 Open Space Amenity

An *open space amenity* shall be provided generally in accordance with the Comprehensive Development Plan.

9.13.9 Other Regulations

- a) *Home occupation* shall be subject to the requirements of Section 5.7.
- b) *Bed and breakfast* shall be subject to the requirements of Section 220.
- c) *Secondary suite* shall be subject to the requirements of Section 210

9.13.10 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

9.14 COMPREHENSIVE DEVELOPMENT 3 (HAYWOOD) – CD-3

9.14.1 Purpose

The intent of this *zone* is to accommodate a *residential subdivision* that provides green space in accordance with policy framework of the Official Community Plan where one-family *residential* housing is the *principal use*.

9.14.2 Permitted Uses and Minimum Parcel Dimensions

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width
One-Family Residential	1,500 m ²	25 m
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Accessory Uses	n/a	n/a

9.14.3 Maximum Number of Buildings, Size and Height

Permitted Use	Maximum Number	Maximum Size	Maximum Building Height
Principal Building	1	0.20	10 m
Accessory Buildings and Structures	1	70 m ²	7 m

- a) Notwithstanding the definition of *floor area* in Section XX (Definitions), for the purpose of this *zone*, *floor area* or *gross floor area* shall exclude *below grade floor area* (definition?).
- b) The maximum *parcel coverage* of all accessory buildings on a parcel shall not exceed 70 m².

9.14.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Building	10 m	7.6 m	7.6 m	5 m

9.14.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same parcel as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*;
 - ii) 1 space per employee for *home occupation*;

9.14.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 20% of the *parcel*.

9.14.7 Maximum Number of Parcels

- a) Not more than 25 *parcels* may be created as a result of *subdivision*.

- b) Not more than 9 *parcels* may have a “Minimum *Parcel* Size” less than 2,023 m².

9.14.8 Open Space Amenity

An *open space amenity* shall be provided generally in accordance with the Comprehensive Development Plan.

9.14.9 Other Regulations

- a) *Home occupation* shall be subject to the requirements of Section 5.7.
- b) *Bed and breakfast* shall be subject to the requirements of Section 220.

9.14.10 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

9.15 COMPREHENSIVE DEVELOPMENT 4 (ANMORE WOODS) – CD-4

9.15.1 Purpose

The intent of this *zone* is to accommodate a residential subdivision that provides green space in accordance with policy framework of the Official Community Plan where one-family *residential* housing is the *principal use*.

9.15.2 Permitted Uses and Minimum Parcel Dimensions

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width
One-Family Residential	1,860 m ²	25 m
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Accessory Uses	n/a	n/a

9.15.3 Maximum Number of Buildings, Size and Height

Permitted Use	Maximum Number	Maximum Size	Maximum Building Height
Principal Building	1	0.20	10 m
Accessory Buildings and Structures	2	70 m ²	7 m

- a) Notwithstanding the definition of *floor area* in **Section XX (Definitions)**, for the purpose of this *zone*, *floor area* or *gross floor area* shall exclude *below grade floor area*.
- b) The maximum *parcel coverage* of all accessory buildings on a parcel shall not exceed 70 m².

9.15.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Building	10 m	7.6 m	7.6 m	5 m

9.15.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *dwelling unit*; and
 - ii) 1 space per employee for *home occupation*.

9.15.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 15%, and may be increased to 20% for a maximum of 11 *residential parcels* provided the *buildings* are limited to 1 storey – rancher style homes, the specific *parcels* to be identified at the time of *subdivision* through the use of restrictive covenant.

9.15.7 Maximum Number of Parcels

Not more than 44 *residential parcels* may be created as a result of *subdivision*.

9.15.8 Open Space Amenity

An *open space amenity* shall be provided generally in accordance with the Comprehensive Development Plan.

9.15.9 Other Regulations

- a) *Home occupation* shall be subject to the requirements of Section 5.7.
- b) *Bed and breakfast* shall be subject to the requirements of Section 220

9.15.10 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

9.16 COMPREHENSIVE DEVELOPMENT 5 (ANMORE WOODS-PHASE 3) – CD-5

9.16.1 Purpose

The intent of this *zone* is to accommodate a *residential subdivision* that is subject to design controls and provides amenities to the *Village* in accordance with policy framework of the Official Community Plan where one-family *residential* housing is the *principal use*.

9.16.2 Permitted Uses and Minimum Parcel Dimensions

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width
One-Family Residential	2,023 m ²	25 m
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Accessory Uses	n/a	n/a

9.16.3 Maximum Number of Buildings, Size and Height

Permitted Use	Maximum Number	Maximum Size	Maximum Building Height
Principal Building	1	0.20 FAR	10 m
Accessory Buildings and Structures	1	70 m ²	7 m

- a) The maximum *parcel coverage* of all *accessory buildings* on a *parcel* shall not exceed 70 m².

9.16.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	10 m	7.6 m	7.6 m	5 m
Accessory Building	10 m	7.6 m	7.6 m	5 m

9.16.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
- i) 2 spaces per *dwelling unit*; and
 - ii) 1 space per employee for *home occupation*.

9.16.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 15% of the *parcel*.

9.16.7 Maximum Number of Parcels

Not more than 5 *residential parcels* may be created as a result of *subdivision*.

9.16.8 Other Regulations

- a) *Home occupation* shall be subject to the requirements of **Section XX**.

b) *Bed and breakfast* shall be subject to the requirements of Section XX.

9.16.9 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

9.17 COMPREHENSIVE DEVELOPMENT 6 (BELLA TERRA) – CD-6

9.17.1 Purpose

The intent of this *zone* is to accommodate a *residential hillside subdivision* that clusters *one-family dwellings* on a variety of *parcel* sizes to preserve public open space and ecologically sensitive areas in accordance with the *Village* of Anmore Official Community Plan where one-family *residential* housing is the *principal use*.

9.17.2 Permitted Uses, Minimum Parcel Dimensions and Maximum Parcel Number

Permitted Uses	Minimum Parcel Size	Minimum Parcel Width	Maximum No. of Parcels
One-Family Dwelling	2,023 m ²	24.0 m	n/a
	1,349 m ²	24.0 m	21
	840 m ²	29.0 m	1
Home Occupation	n/a	n/a	n/a
Bed and Breakfast	n/a	n/a	n/a
Accessory Uses	n/a	n/a	

9.17.3 Maximum Number of Buildings, Size and Height

Permitted Use by Parcel Size	Maximum Number	Maximum Size	Maximum Building Height
Principal Building:			
2,023 m ²	1	0.28 FAR	10 m
1,349 m ²	1	0.30 FAR	10 m
840 m ²	1	0.32 FAR	10 m
Accessory Buildings and Structures	1	45 m ²	7 m

9.17.4 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings on Parcels 1 to 18, 23 and 26 as Shown on the Attached Comprehensive Development Plan	10 m	7.6 m	5.0 m	5 m
Principal Buildings on Parcels 9 to 22, and 27 as Shown on the Attached Comprehensive Development Plan	7.6 m	7.6 m	5.0 m	3.5 m
Principal Buildings on Parcels 24 and 25 as Shown on the Attached Comprehensive Development Plan	7.6 m	7.6 m	5.0 m	3.5 m along the <i>parcel line</i> abutting a public open space, otherwise 5.0 m
Accessory Building and Structure	18.0 m	1.8 m	3.5 m	1.0 m

9.17.5 Off-Street Parking

- a) Off-street *parking spaces* shall be provided on the same *parcel* as the use being served in accordance with the following requirements:
 - i) 2 spaces per *one-family dwelling*; and
 - ii) 1 space per employee for *home occupation*; and
 - iii) 1 space per bedroom intended for use by a *bed and breakfast* guest.

9.17.6 Maximum Parcel Coverage

The maximum *parcel coverage* shall be 25% per *parcel*.

9.17.7 Maximum Number of Parcels

The maximum number of *parcels* created by *subdivision* shall be 27.

9.17.8 Maximum Units per Acre

The maximum units per acre shall be 1.20.

9.17.9 Open Space Amenity

An *open space amenity* shall be provided generally in accordance with the attached Comprehensive Development Plan.

9.17.10 Parcel Shape

Notwithstanding **Section** 406, for the purposes of this *zone*, no *panhandle parcel* shall be created where the access strip is narrower than 6.0 m.

9.17.11 Other Regulations

- a) All permitted *land uses* shall be connected to community services in accordance with the Anmore Works and Services Bylaw.
- b) *Home occupation* shall be subject to the requirements of **Section** XX.
- c) *Bed and breakfast* shall be subject to the requirements of **Section** XX.

9.17.12 Comprehensive Development Plan

The Comprehensive Development Plan contained within this Bylaw forms an integral component of this *zone*.

PART 10 SEVERABILITY AND ENFORCEMENT

10.1 SEVERABILITY OF BYLAW

If any Part, Section, Subsection, Sentence, Clause or Phrase of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Bylaw.

10.2 VIOLATIONS

Each person who contravenes any of the provisions of this Bylaw shall commit an offence against the Bylaw; and each day that such contravention continues shall constitute a separate offence.

10.3 PENALTY

Each person who commits an offence shall be liable on summary conviction to the penalties prescribed in the Offence Act.

10.4 ENTRY

The Clerk or his/her designate may enter at all reasonable times premises or lands subject to this Bylaw in order to ascertain whether the provisions of the Bylaw are being observed. Obstruction of the Clerk in the performance of his/her duties shall constitute an offence.

PART 11 REPEAL AND EFFECTIVE DATE

11.1 REPEAL OF PREVIOUS BYLAW

"The Village of Anmore Zoning Bylaw No. 257 (1999)" and all amendments thereto are hereby repealed.

READ A FIRST TIME this XX day of XX, 2016.

READ A SECOND TIME this XX day of XX, 2016.

REREAD A SECOND TIME this XX day of XX, 2016.

PUBLIC HEARING HELD this XX day of XX, 2016.

READ A THIRD TIME this XX day of XX, 2016.

RECONSIDERED AND FINALLY ADOPTED this XX day of XX, 2016.

Table of Proposed Zoning Bylaw Changes

Item Being Changed	Existing Bylaw	Draft Bylaw	Comments
Definition Added: Active Floodplain		means an area of <i>land</i> that supports floodplain plant species and is: <ul style="list-style-type: none"> a. adjacent to a <i>watercourse</i> that may be subject to temporary, frequent or seasonal inundation, or within a boundary that is indicated by the visible <i>high water mark</i> .	Added to support RAR regulation.
Definition added: Basement		means that portion of a <i>building</i> that is below the first storey.	added definition to clarify when referring to exclusion of 'basement' areas in calculation of GFA. Also added 'below grade floor area' – which may be redundant and need to only keep one.
Definition added: Breezeway		means a structural connection between an <i>accessory building or structure</i> and a <i>principal building</i> . For the purposes of this Bylaw, a <i>breezeway</i> does not create a single <i>building or structure</i> out of the two <i>buildings or structures</i> it connects.	to provide clarity and explicitly note the 'construction' of a 'breezeway' does not create one building or structure out of the two it connects.
Definition added: Commercial		means a <i>use</i> providing for an occupation, employment or enterprise that is carried on for gain or monetary profit by any person.	to be consistent in providing <i>use</i> definitions such as residential, assemble, civic, etc

Definition added: Community Garden		means the non- <i>commercial use</i> of <i>land</i> for the public growing of flowers, native and ornamental plants, edible berries, fruits and vegetables.	to permit the use in P1 zone
Definition added: Grade, average		is measured around the perimeter of the building or structure at or directly above or below the outermost projection of the exterior walls or the posts of carports (see section 5.5).	
Definition added: Grade, finished		means the lowest ground elevation existing after construction, as established on a legal survey by a registered British Columbia Land Surveyor, as measured at each of the four outermost exterior corners of the <i>building or structure</i> , or projections thereof	to identify 'finished grade' after, not prior, to construction to aid in establishing 'grade' definition
Definition added: Grade, natural		means the elevation of the ground surface existing prior to any disturbance, alteration, excavation or filling, as determined by a registered British Columbia Land Surveyor, but excludes localized depressions in all cases.	
Definition added: Height, for the purpose of measuring wall		means the vertical distance measured from <i>finished grade</i> to the highest point of the vertical wall component.	(for the purposes of measuring wall 'height'): to determine 'wall height' with a different method of calculating 'height' than that for a 'building' or structure'. Measures

			'height' from where 'wall' meets 'finished grade' to top of 'wall'.
Definition added: Industrial		means a <i>use</i> by a public authority for the intended benefit of the public.	to be consistent in providing <i>use</i> definitions such as residential, assemble, civic, etc
Definition added: Landscaping		means any combination of trees, bushes, shrubs, plants, flowers, lawns, bark mulch, decorative boulders, planters, foundations, sculptures, decorative fences and the like, arranged and/or maintained to change, modify, or enhance the appearance of a <i>parcel</i> . The terms <i>landscape</i> and <i>landscaped</i> have a corresponding meaning to <i>landscaping</i> .	to align with the new section added to the Zoning Bylaw and provide clarity to what the 'landscaping' consists of
Definition added: Marijuana, Marijuana Dispensary, Medical Marijuana, and Medical Marijuana Research and Development		<p>Marijuana: means all parts of the genus <i>cannabis</i> whether growing or not and the seed or clone of such plants.</p> <p>Marijuana Dispensary: means a business or service which is used for dispensing, selling, or distributing <i>marijuana</i>, and is not licensed or regulated by applicable federal or provincial law pertaining to <i>medical marijuana</i>.</p> <p>Medical Marijuana: means <i>marijuana</i> that is possessed, produced, grown, cultivated from seed or clone to a plant for harvest, stored, packaged, or warehoused, or any combination</p>	to identify the plant and its potential uses for the purposes of prohibiting in all 'zones'

		of these things, pursuant to authorization under applicable federal or provincial law. Medical Marijuana Research and Development: means the <i>use</i> of <i>land, buildings</i> or <i>structures</i> for the systematic research, testing, data collection and manipulation, or technical or scientific development of <i>medical marijuana</i> , and may include a research laboratory, but does not include <i>medical marijuana production</i> .	
Definition added: Patio, sunken		means a surfaced, open space of land below <i>grade</i> adjacent to a <i>dwelling unit</i> which is used as an extension to the interior of the home for private or semi-private entertainment or leisure activities.	created to prohibit in RCH-1 zone (Countryside)
Definition added: Recreational Vehicle		means a vehicle that is designed to provide temporary living accommodation for travel, vacation or recreational <i>use</i> , and may be self propelled, towed, or transported and may include, but not be limited to, motor homes, campers, travel trailers, tent trailers, but does not include a <i>manufactured home</i> .	to identify vehicle type used in Bylaw as it relates to storage regulations
Definition added: Screening		means a continuous <i>fence</i> , wall, compact evergreen hedge or combination thereof,	to align with the new Screening Bylaw section and to identify what is included in the term

		supplemented with landscape planting.	
Definition added: Solar Energy Device		means a device designed to collect, store and distribute solar energy.	required to differentiate from other 'sustainable building technologies'
Definition added: Sustainable Building Technologies		means structural or technological elements designed to decrease the carbon footprint of a <i>building</i> or <i>structure</i> . Such features shall include <i>solar energy devices</i> , roof mounted micro wind turbines, infrastructure needed to access and maintain a green roof and the like.	created as a catch all for all devices referenced in the Renewable Energy section of the General Regulations. Included is 'solar energy devices', which also has to be clearly defined to distinguish them having less restrictive regulations, especially pertaining to height exemptions and roof coverage limitations
Definition added: Swimming Pool		means any <i>structure</i> or construction, intended primarily for recreation that is, or is capable of being, filled with water to a depth of 0.6 m or more. For the purpose of this definition, a hot tub shall not be considered a <i>swimming pool</i> .	to establish proper definition to align with newly created Swimming Pool section.
Definition added: Top-of-Bank		means : a. the point closest to the boundary of the <i>active floodplain</i> of a stream where a break in the slope of the land occurs such that the <i>grade</i> beyond the break is flatter than 3:1 at any point for a minimum	created to align with ESC Bylaw

		<p>distance of 15 metres measured perpendicularly from the break, and</p> <p>for a floodplain area not contained in a ravine, the edge of the <i>active floodplain</i> of a stream where the slope of the <i>land</i> beyond the edge is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the edge.</p>	
Definition added: Yard, Front, Rear and Side:		<p>Yard, Front: means that portion of a <i>parcel</i> between the <i>front parcel line</i> and a line extending along the front face of a <i>principal building</i> to the <i>side parcel lines</i>.</p> <p>Yard, Rear: means that portion of a <i>lot</i>, between the <i>rear parcel line</i> and a line extending along the rear face of a <i>principal building</i> to the <i>side parcel lines</i>.</p> <p>Yard, Side: means that portion of a <i>parcel</i> extending from the <i>front yard</i> to the <i>rear yard</i>, between the <i>side parcel line</i> and a line extending along the side face of a <i>principal building</i>.</p>	added to determine how 'yards' are created on a 'parcel' with 'parcel lines' and faces of building.
Definition Revised: Accessory Building	means a building or structure located on a parcel, the use of which building or structure is incidental and ancillary to the	means a <i>building or structure</i> located on a <i>parcel</i> , the <i>use</i> of which is incidental and ancillary to the principal <i>permitted use</i> of	included previously unregulated structures such as, flagpoles, swimming pools, propane tanks, satellite dishes and receivers,

	principal permitted use of the land, buildings or structures located on the same parcel	the <i>land, buildings or structures</i> located on the same <i>parcel</i> .	telecommunication antenna, and wind turbines
Definition Revised: Accessory Suite			changed to Secondary Suite
Definition Revised: Below Grade Floor Area			changed 'space' to 'area' to be more consistent with language – 'gross floor area', GFA
Definition Revised: Development	means a change in the use of any land, building or structure and shall include the carrying out of any building, engineering, construction or other operation in, on, over or under land or water, or the construction, addition or alteration of any building or structure;	means a change in the <i>use</i> of any <i>land, building or structure</i> and shall include the carrying out of any <i>building</i> , engineering, construction or other operation in, on, over or under <i>land</i> or water, or the construction, addition or alteration of any <i>building or structure</i> .	to provide clarity and align with RAR definition
Definition Revised: Floor Area or Gross Floor Area:	means the total of the gross horizontal area of each floor of a building as measured from the outermost perimeter of the building, but excludes for the purpose of a one-family residential , two-family residential dwelling or accessory building, any portion of a floor used for parking purposes;	means the total of the gross horizontal area of each floor of a <i>building</i> as measured from the outermost perimeter wall of the <i>building</i> and includes <i>below grade floor area</i> . The area of a <i>garage</i> will be included in the calculation of <i>floor area</i> , except for up to 60 m ² of <i>garage</i> located within <i>principal building or accessory building</i> that does not contain a <i>secondary suite</i> .	to clarify that 'below grade floor area' (or 'basement' depending on what term to keep) and parking areas are included with some exemptions.
Definition Revised: Height (of a building or structure)	(of a building or structure) means the vertical distance from Grade to the highest	means the vertical height of a <i>building or structure</i> (see section 5.6).	More detail on how height is calculated is now provided in the regulatory section of the Zoning Bylaw.

	point of the roof surface of a flat roof to the deck line of a mansard roof, and to the mean level between the eaves and the ridge of a gable, hip, gambrel or other sloping roof, and in the case of a structure without a roof, to the highest point of the structure;		
Definition Revised: Manufactured Home:	means a dwelling unit designed to be moved from time to time, which arrives at the site where it is to be occupied complete and ready for occupancy except for placing on foundation supports, connection of utilities, and some incidental assembly, and complies with the Manufactured Home Standards Regulations of the Manufactured Home Act, but specifically excludes recreational vehicles;	means: <ul style="list-style-type: none"> a. a <i>one-family dwelling</i> constructed in a factory to CSA A277 standards, transported to a <i>parcel</i> and placed on a permanent foundation complying with the B.C. Building Code, or b. a <i>manufactured dwelling unit</i> constructed to CSA Z240 standards, transported on its own chassis and placed on a temporary foundation, and complies with the Manufactured Home Standards Regulations of the <i>Manufactured Home Act</i>, and does not include a <i>recreational vehicle</i> .	revised definition to explicitly include both mobile homes and modular homes
Definition Revised: One-family Dwelling	means a residential use in a building which is used for only one dwelling unit, and may contain an Accessory Suite, and	means a <i>building</i> which is used for only one <i>dwelling unit</i> , but may contain a <i>secondary suite</i> .	removed reference to 'double wide manufactured home' as it implies permitting 'double wide

	includes a double-wide manufactured home;		mobile homes' anywhere that permits a 'one-family dwelling'
Definition Revised: Parcel Size	lot size means the same as site area	means the total horizontal area within the boundaries of a <i>parcel</i> .	renamed from 'lot size' and provided clarity as to what it actually is. Previous definition stated 'lot size' meant the same as site area and bylaw provided no defined term for site area. Clarified to mean the horizontal area within the boundaries of a 'parcel'
Definition Revised: Remainder Parcel	means the parcel of land that is the residual portion of a larger parcel of land that has or is proposed to be subdivided, and has the potential of being further subdivided into two or more parcels in accordance with the minimum lot size requirements of the applicable zone;	means the <i>parcel of land</i> that is the residual portion of a larger <i>parent parcel of land</i> that has or is proposed to be subdivided, and has the potential of being further subdivided into two or more <i>parcels</i> in accordance with the minimum <i>parcel size</i> requirements of the applicable <i>zone</i> .	clarified language to identify remainder of the parent parcel
Definition Revised: School:	includes public schools and independent schools;	means a <i>school</i> as defined by the <i>School Act</i> .	Changed to ensure consistency with provincial legislation.
Definition Revised: Setback	means the minimum horizontal distance measured from the respective lot line or natural boundary to the nearest portion of a building or structure;	means the minimum permitted horizontal distance measured from the respective <i>parcel line</i> , <i>natural boundary</i> or <i>top-of-bank</i> to the nearest portion of a <i>building</i> or <i>structure</i> .	revised language to include top-of-bank as a feature requiring a separation distance from a building or structure
Definition Revised: Subdivision	means the division of land into two (2) or more parcels, whether by plan, apt description, words, or otherwise;	means the division of <i>land</i> into two (2) or more <i>parcels</i> , or the consolidation of two or more <i>parcels</i> into one, or the adjustment of a <i>parcel line</i>	revised to incorporate language from BC government website

		whether by plan, apt description, words, or otherwise.	
Definition Revised: Top-of-Bank:	means the natural boundary of a watercourse, or if the distance from the high water mark to the toe of the slope is less than 15 metres, then it is the first significant and regular break in slope which is a minimum of 15 metres wide.	<p>means :</p> <ul style="list-style-type: none"> a. the point closest to the boundary of the <i>active floodplain</i> of a stream where a break in the slope of the land occurs such that the <i>grade</i> beyond the break is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the break, and b. for a floodplain area not contained in a ravine, the edge of the <i>active floodplain</i> of a stream where the slope of the <i>land</i> beyond the edge is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the edge. 	Revised to better align with RAR regulation.
Definition Deleted: Building Setback	means the minimum horizontal distance from any portion of a building or structure to a designated lot line;	Deleted	redundant with the existing term 'setback' – potential delete. But may need both definitions to identify 'setback' area for

			'natural boundary' and 'top of bank'
Definition Deleted: Alter	means any change to a <i>building</i> or <i>structure</i> that would result in an increase in floor area.	Deleted	No longer used in bylaw
Definition Deleted: Cellar	means a space between two floors of a <i>building</i> , the elevation of the lower of which is at least 1.5 metres below grade;	Deleted	No longer used in bylaw
Definition Deleted: Grade	(as applying to the determination of building height) means the lowest of the average levels of finished ground adjoining each exterior wall of a building, except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average levels of finished ground	Deleted	More specific definitions for average, finished and natural grade added.
Definition Deleted: Minimum Site Area	means the smallest contiguous portion of a parcel that is required by law for the development of one permitted use;	Deleted	not used in revised Bylaw
Regulation Change: Fencing	Fences shall not exceed a height of 1.8 metres in the front yard or a height of 2.4 metres to the rear of the front face of a building;	<p>(1) <i>Fences</i> shall not exceed a <i>height</i> of 1.2 metres in the front <i>yard</i> or a <i>height</i> of 1.8 metres in the <i>rear</i> or <i>side yards</i>;</p> <p>(2) Where a <i>fence</i>, wall or similar <i>structure</i> is located on top of a <i>retaining wall</i>, the <i>height</i></p>	Size of fences in front yards is reduced to 1.2 metres and reduced to 1.8 metres in all other locations. Setback required from retaining walls. Restrictions on materials used for fencing also added.

		<p>of the <i>fence</i> shall include the <i>height</i> of the <i>retaining wall</i>, except that where their combined <i>height</i> exceeds 1.8 metres, the <i>fence</i>, wall or similar <i>structure</i> by itself may have a <i>height</i> of not more than 1.0 metre.</p> <p>Barbed wire and razor wire <i>fences</i> are prohibited in all <i>zones</i> except when expressly provided for in this Bylaw, or for an <i>industrial</i>, <i>civic institutional</i>, or <i>commercial use</i>.</p>	
Regulation Change: Highest Building Face		See section 5.4 of Draft Zoning Bylaw for text and graphics. Corresponding definition for highest building face added in definition section.	Part of the new proposed approach to regulating building and structure heights
Regulation Change: Average Grade Calculation for Building and Structure Height		See section 5.5 of Draft Zoning Bylaw for text and graphics	Part of the new proposed approach to regulating building and structure heights
Regulation Change: Building and Structure Height		See section 5.6 of Draft Zoning Bylaw for text and graphics	Part of the new proposed approach to regulating building and structure heights
Regulation Change: Height Exemptions		See section 5.7 for text	Changes to allow for sustainable building technologies.
Regulation Change: Keeping of Animals		Deleted	Regulation is redundant and regulated through the Animal Control Bylaw
Regulation Change: Landscaping		See section 5.14 of proposed bylaw	Added requirements for Landscaping to help mitigate

			impacts of development and retaining walls
Regulation Change: Retaining Walls		See section 5.12 for text and graphics. Corresponding definition for grade line added in definition section.	Increased the required horizontal separation requirement between retaining wall systems to 3.6 metres and introduced grade line concept
Regulation Change: Screening		See Section 5.13 of proposed bylaw	Added requirements for screening to help mitigate impacts of development
Regulation Change: Storage or Parking of Vehicles, Trailers, Boats and Equipment		See Section 5.15	Section added to clarify and address issues with regard to the storage of items.
Regulation Change: Signs		See section 5.16	Greater specificity on sign regulation provided.
Regulation Change: Sport Courts		(1) Shall not be constructed or located within any required <i>front yard</i> or <i>exterior side yard</i> or within any <i>accessory building</i> or <i>structure</i> <i>setback</i> requirement for that <i>zone</i> .	Regulation added to clarify location of sport courts and reduce impact on neighbours.
Regulation Change: Swimming Pools		(1) <i>Swimming pools</i> and hot tubs shall not be constructed or located within any required <i>front</i> or <i>exterior side yard</i> or located within 3.5 metres of any other <i>parcel line</i> , unless expressly provided for in this Bylaw.	Regulation added to clarify location of swimming pools and reduce impact on neighbours.

		(2) <i>Swimming pools</i> shall be enclosed in a <i>structure</i> or surrounded by a <i>fence</i> with a <i>height</i> of no less than 1.5 metres, provided that the <i>fence</i> does not obstruct visibility through it.	
Regulation Change: Subdivision		Added clarification on how parcel width is determined. Added limitation on panhandle parcels that the area of the access strip will not be included in determining minimum parcel size.	
Regulation Change: Secondary Suite		For parcels less than 4047 m ² , a <i>secondary suite</i> within an <i>accessory building</i> shall not have a <i>floor area</i> that exceeds 100 m ² . For parcels equal to or larger than 4047 m ² , a <i>secondary suite</i> within an <i>accessory building</i> shall not have a <i>floor area</i> that exceeds 120 m ²	Added the ability on larger parcels to have larger secondary suites in an accessory building.
Regulation Change: Renewable Energy		See section 5.19	Regulation added to allow for renewable energy technologies to be used.
Regulation Change: Watershed Protection		See section 5.22	Regulation updated to reflect latest requirements relating to Agricultural Buildings.
Compact Housing 1 – RCH-1			Setbacks – Principal Buildings: Increased interior side setback to 2.2 m (from 1.2 m) for anything above the first storey, increased

			<p>exterior side setbacks to 4 m (from 3 m), and increased rear setback to 2 m (from 1.5 m). Setbacks – Accessory Buildings: changed to reflect changes in principal building setbacks.</p> <p>FAR: reduced to 0.6 (from 0.7).</p> <p>Basements prohibited in areas without stormwater management infrastructure and permitted where it has been installed.</p>
Compact Housing 2 – RCH 2			<p>Removed additional development capacity should the community sewage disposal field no longer be required. This was done to ensure consistency with the OCP in terms of permitted density and that there will be no municipal sewer systems.</p>
Comprehensive Development Zones			<ul style="list-style-type: none"> • Minimum parcel size based on APC voting – 1,012 m² (1/4 acre). • Maximum size (FAR) based on APC voting results and the adopted Bella Terra amending bylaw. APC voting was unclear as the voting resulted in a range acceptable. Created a table expressing that range with varying parcel sizes and with

			<p>an interpretation of the APC voting.</p> <ul style="list-style-type: none"> • Maximum height based on discussions with staff (APC voted to have maximum RS-1 height apply to CD's). • Setbacks are minimum established in RS-1 as per APC voting. • Maximum parcel coverage established using APC voting results.
Residential 1 – RS1		Increased maximum amount of floor area permitted for accessory buildings from 100 to 150 m ²	This reflects the changes to calculation of floor area.
Residential 1 – RS1		Provisions for relaxed setback in rear and side yards for small accessory building (less than 10m ²) and in ground swimming pools to have a setback of 3.5 m	
Residential 1 – RS1	Maximum Number of Buildings permitted (a)May be increased to two One-Family Residential dwellings, provided that the lot size is greater than 0.8 ha.	deleted	Only 1 one family residence permitted per parcel. Should a second one family residence be desired than a subdivision should be pursued, as exception only applied to lands with subdivision potential.
Residential 2 – RS2		deleted	Not used in the Village
Residential 3 – RS3		deleted	No longer used in the Village



2016

VILLAGE OF ANMORE ANNUAL REPORT
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2016





Message from the Mayor

On behalf of Council, I am pleased to present the 2016 Annual Report for the Village of Anmore. This report is an important tool for Council and staff to monitor and evaluate the evolution of our community, and to ensure the residents of Anmore are provided information with openness and transparency. It provides an overview of our financial performance for the fiscal year ending December 31, 2016, as well as an overview of the Village's progress as determined by the 2015-2018 Corporate Strategic Plan.

2016 was a big year for infrastructure upgrades that improved the health and safety of Anmore residents. Road works to widen East Road and improve the curve and pathway at Mossom Creek greatly improved safety for both drivers and pedestrians. In addition, a developer upgraded the watermain along Sunnyside Road to improve fire flow to the North end of the Village. The health and safety of our residents continues to be a high prior for all of Council and I am pleased at what we were able to accomplish in that regard in 2016.

In 2016, Council approved the reallocation of funds required to hire an in-house planner. The Manager of Development Services was hired in September and got right to work on reviewing the draft update of the Zoning Bylaw. 2017 will see the draft bylaw brought forward to Council and the public for their important input prior to adoption. 2016 saw much interest in development throughout the Village, and the timing is right for the Village to have an in-house expert providing advice to Council regarding these important decisions about the future of Anmore. Council will be faced with balancing decisions regarding the growth of our community and the levels of services wanted by our residents.

Financial sustainability is always top of mind for Council. In 2016, the Village continued to prioritize the funding of the Village's future infrastructure replacement by approving the transfer of \$690,000 to the Capital Replacement Reserve. This annual funding contribution is planned to be increased each year of our 5-Year Financial Plan to ensure that residents of the future can receive the same level of service as residents today. To help inform the amount of annual funding required, Council approved the award of an Asset Management Plan in 2016. The report will be completed in 2017 and will include a comprehensive high level overview of the Village's assets, including what they are worth today, when they should be replaced, how much it will cost to replace them and the level of annual funding required to ensure they are replaced in an effective manner.



In this second half of the Council term, I look forward to the delivery of further Council objectives. One of the more significant decisions that Council will be considering is the future of the Old Village Hall and the site development plan for the new Village Hall. The Village Hall Centre will become the community's gathering place and must be carefully planned for the long term needs of Anmore.

I am continuously impressed by the volunteer efforts of our residents – from the Sasamat Volunteer Fire Department to the 1st Anmore Scouts and everyone in between. Part of what makes Anmore a great place to live are those that serve their community and I look forward to the upcoming year collaborating our volunteers and residents alike to ensure the best future for Anmore possible.



**John McEwen, Mayor
Village of Anmore**



About Anmore

The Village of Anmore was incorporated on December 7, 1987, and is a semi-rural residential community situated north of Port Moody in the northeast sector of the Metro Vancouver Regional District. Growth has been steady since incorporation and the current population is 2,210*.

The Buntzen Lake Reservoir Recreation area is operated by BC Hydro and is set within the Village's boundary. This recreation area attracts numerous visitors throughout the year where they enjoy hiking, biking and the use of horse trails located throughout the park, and it is also an enjoyable spot for relaxing picnics, swimming, canoeing and fishing.

The Village provides its residents with water supply, solid waste (garbage and recycling) and road maintenance services. Individual property owners are required to provide for onsite septic treatment. Additional services, provided by third party agencies, include electricity (BC Hydro), natural gas (Fortis BC), telephone (TELUS) and cable television (Shaw).

There are no recreational facilities owned or operated by the municipality, however, the Village boasts about the excellent services provided by volunteers of the community, which includes the Sasamat Volunteer Fire Department. Due to the number of residents who volunteer their time for community events, the Village is able to host a number of events for all residents to take part in and enjoy. Some of these highlighted events include the Ma Murray Heritage Day held annually in September and a children's Christmas Party held annually in December.

**2016 Census, Including Increases Certified By Minister*





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PHOTOGRAPHY CREDITS



Buntzen Lake Boat House (cover)	John Kemp
Mayor McEwen	John McEwen personal files
Juli Kolby	Juli Kolby personal files
Council - Group and Individual	Wolfgang Knauer



To Our Stakeholders

The CAO's role is to serve Council and be the primary liaison between Council and staff. As such, it is my responsibility to ensure that Council's priorities and strategic objectives are implemented.

In 2016, staff continued to advance a number of the tasks that have been identified in the 2015-2018 Corporate Strategic Plan. As planned, we were successful in hiring a Manager of Development Services. This position is responsible for providing guidance to myself and Council regarding planning and development issues and policies. In 2016, the Zoning Bylaw was reviewed and recommended changes made by the Manager of Development Services were referred to the Advisory Planning Commission. Following public and Council input, this update will provide a necessary land use planning link between development and the Official Community Plan, adopted in 2014.



2016 also saw an increased focus on emergency preparedness for the Village. As per the Corporate Strategic Plan, the Village dedicated a resource as our Emergency Program Coordinator. The role is being filled by the Manager of Corporate Services, with support by an experienced consultant firm. In 2016, the first tabletop exercise was held with a number of agencies that may be called upon in an emergency, including the Sasamat Volunteer Fire Department, RCMP, BC Hydro (Buntzen Lake) and Provincial emergency response representatives. The collaboration between these agencies reaffirmed my knowledge that the Village is well poised to handle an emergency situation.

2017 promises the delivery of additional Council objectives, including a Roads Master Plan, roll out of the Village's new brand and website, initiation of a stormwater master plan and a completion of a site development plan for a new Village Hall Centre.

There are some exciting projects ahead for the Village, ones that will ensure staff are well positioned to continue providing a high level of service to residents.

Juli Kolby
Chief Administrative Officer
June 20, 2017



Financial Statements

Village of Anmore

Financial Statements

For the year ended December 31, 2016

Village of Anmore
Financial Statements
For the year ended December 31, 2016

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Statement of Management Responsibility

The financial statements contained herein have been prepared by management in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of Chartered Professional Accountants Canada. A summary of the significant accounting policies are described in the summary of significant policies which proceed the notes to the financial statements. Management is also responsible for all statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination includes a review and evaluation of the Village's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.



Chief Administrative Officer

May 2, 2017

Independent Auditor's Report

To the Mayor and Council of
The Village of Anmore

We have audited the accompanying financial statements of the Village of Anmore, which comprise the Statement of Financial Position as at December 31, 2016 and the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and summary of significant accounting policies, and other explanatory information.

Management's Responsibility for Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Anmore as at December 31, 2016 and the results of its operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

BDO Canada LLP

Chartered Professional Accountants
Vancouver, British Columbia
May 2, 2017

Village of Anmore
Statement of Financial Position

December 31	2016	2015
Financial Assets		
Cash	\$ 12,180,637	\$ 7,923,465
Accounts receivable (Note 1)	253,889	211,000
Taxes receivable	68,138	105,882
	<u>12,502,664</u>	<u>8,240,347</u>
Liabilities		
Accounts payable and accrued liabilities (Note 2)	479,089	277,834
Unearned revenues (Note 3)	1,298,004	1,477,495
Development cost charges (Note 4)	1,306,014	1,198,991
Deposits (Note 5)	4,391,761	986,426
Short-term debt (Note 6)	6,539	12,768
	<u>7,481,407</u>	<u>3,953,514</u>
Net Financial Assets	<u>5,021,257</u>	<u>4,286,833</u>
Non-Financial Assets		
Tangible capital assets (Schedule 2)	49,044,582	48,488,741
Prepaid expenses	26,560	24,599
Inventories	24,020	25,950
	<u>49,095,162</u>	<u>48,539,290</u>
Accumulated surplus (Note 7)	<u>\$ 54,116,419</u>	<u>\$ 52,826,123</u>


Chief Administrative Officer


Mayor

Village of Anmore
Statement of Operations

For year ended December 31	2016 Fiscal Plan	2016 Actual	2015 Actual
Revenue (Schedule 1)			
Taxation (Note 9)	\$ 1,792,423	\$ 1,795,333	\$ 1,631,625
Government grants	633,000	941,262	563,492
Permits, fees and other revenues	330,400	658,677	349,211
Interest income	60,000	66,496	52,337
Water utility	635,327	657,449	508,559
Developer contributions of tangible capital assets (Note 10)	-	882,800	6,500
Developer levy	-	15,700	1,400
	<u>3,451,150</u>	<u>5,017,717</u>	<u>3,113,124</u>
Expenses (Schedule 1)			
General government	2,479,917	1,985,389	1,845,929
Public works	1,503,700	419,927	233,638
Protective and inspection services	121,190	34,159	111,612
Planning and development	160,500	161,416	163,568
Water utility	781,345	790,614	821,670
Interest and debt charges	6,482	3,745	4,665
Loss on disposal of tangible capital assets	-	332,171	-
	<u>5,053,134</u>	<u>3,727,421</u>	<u>3,181,082</u>
Annual surplus (deficit)	(1,601,984)	1,290,296	(67,958)
Accumulated surplus, beginning of year	52,826,123	52,826,123	52,894,081
Accumulated surplus, end of year	\$ 51,224,139	\$ 54,116,419	\$ 52,826,123

Village of Anmore			
Statement of Changes in Net Financial Assets			
For year ended December 31	2016 Fiscal Plan	2016 Actual	2015 Actual
Annual surplus (deficit)	\$ (1,601,984)	\$ 1,290,296	\$ (67,958)
Acquisition of tangible capital assets	(137,000)	(1,734,015)	(28,914)
Amortization of tangible capital assets	870,000	846,003	863,379
Loss on disposal of tangible capital assets	-	332,171	-
Change in prepaid expenses	-	(1,961)	(11,168)
Change in inventories	-	1,930	17,680
Change in net financial assets for the year	(868,984)	734,424	773,019
Net financial assets, beginning of year	4,286,833	4,286,833	3,513,814
Net financial assets, end of year	\$ 3,417,849	\$ 5,021,257	\$ 4,286,833

Village of Anmore
Statement of Cash Flows

For the year ended December 31

2016

2015

Cash provided by (used in)

Operating activities

Annual surplus (deficit) \$ 1,290,296 \$ (67,958)

Items not involving cash:

Loss on disposal of tangible capital assets	332,171	-
Actuarial gain on short-term debt	(3,641)	(3,344)
Amortization of tangible capital assets	846,003	863,379
Contributed tangible capital assets	(882,800)	(6,500)

1,582,029 785,577

Changes in non-cash operating balances:

Accounts receivable	(42,889)	99,007
Taxes Receivable	37,744	30,000
Prepaid expenses	(1,961)	(11,168)
Accounts payable and accrued liabilities	201,255	(12,844)
Unearned revenue	(179,491)	286,518
Deposits	3,405,335	60,425
Inventories	1,930	17,680

5,003,952 1,255,195

Capital activities

Acquisition of tangible capital assets (851,215) (22,414)

Financing transactions

Development cost charges received and interest earned	107,023	17,070
Repayment of short-term debt	(2,588)	(2,588)

104,435 14,482

Increase in cash during the year

4,257,172 1,247,263

Cash, beginning of year

7,923,465 6,676,202

Cash, end of year

\$12,180,637 \$ 7,923,465

Village of Anmore

Summary of Significant Accounting Policies

For the year ended December 31, 2016

The Village of Anmore (the "Village") is a municipality in the province of British Columbia incorporated under the Local Government Act (British Columbia) and operates under the provisions of the Community Charter. The Village provides municipal services such as public works, planning, parks and other general government services.

Basis of Accounting

The Village prepares its financial statements in accordance with Canadian public sector accounting standards for local governments using guidelines developed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada.

The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

The financial statements include the accounts of all funds of the Village. Interfund transactions and balances have been eliminated.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, interest, legal fees, and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use.

Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Roads	10 to 50 years
Buildings	20 to 40 years
Machinery and vehicles	8 to 20 years
Equipment and furniture	5 to 20 years
Water infrastructure	5 to 50 years
Other infrastructure	40 to 50 years

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include estimating the value of contributed assets and useful lives of tangible capital assets.

Village of Anmore

Summary of Significant Accounting Policies

For the year ended December 31, 2016

Revenue Recognition

Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event has occurred. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the same time they are awarded. Levies imposed on behalf of other taxing authorities are not included as taxes for municipal purposes.

Charges for water usage are recorded as user fees as delivered. Connection fee revenues are recognized when the connection has been established.

Building permit revenue is recognized when building inspections have been satisfactorily completed and clearance certificate issued.

Tangible capital assets received as contributions or transfers from developers are recorded at their estimated fair value at the date of receipt.

Sale of services and other revenue is recognized on an accrual basis as the services are delivered.

Collection of Taxes on Behalf of Other Taxation Authorities

The Village collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of the entities are not reflected in these financial statements (Note 9).

Government Transfers

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Where stipulations give rise to a liability, transfers are initially recognized as deferred revenue when transferred and subsequently as revenue in the statement of operations as the stipulation liabilities are settled.

Unearned Revenue

Contributions with stipulations giving rise to a liability and revenues (building permits) pertaining to services required in future years have been deferred. These amounts will be recognized as revenue once the conditions giving rise to the liability have been settled.

Financial Instruments

Financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities and short-term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

Village of Anmore
Summary of Significant Accounting Policies

For the year ended December 31, 2016

Municipal Pension Plan

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.

Segmented Information

The Village segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Note 12 and Schedule 1.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2016

1. Accounts Receivable

	2016	2015
Provincial grants	\$ 10,000	\$ 10,000
Water levies	156,841	116,966
GST receivable	67,077	19,944
Other	19,971	64,090
	<u>\$ 253,889</u>	<u>\$ 211,000</u>

2. Accounts Payable and Accrued Liabilities

	2016	2015
Trade accounts payable and accrued liabilities	\$ 244,387	\$ 137,432
Due to other governments	85,863	130,473
Wages and benefits	79,610	9,929
Construction holdbacks	69,229	-
	<u>\$ 479,089</u>	<u>\$ 277,834</u>

3. Unearned Revenue

Unearned revenue represents revenues to be recognized as revenue in operations in subsequent years when the related expenditures are incurred or services delivered. Unearned revenue is comprised as follows:

	2016	2015
Community centre developer restricted donations	\$ 595,236	\$ 595,236
Major road network grant	-	303,068
Outdoor fitness grant	124,358	95,158
Unearned building permits and other	374,508	306,135
Tax prepayments	203,902	177,898
	<u>\$ 1,298,004</u>	<u>\$ 1,477,495</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2016

4. Development Cost Charges

Development cost charges (DCC's) are collected to pay for the general capital and utility expenditures required for developments. In accordance with the *Community Charter*, these funds must be deposited into a separate reserve fund. The Village records DCC's levied as deferred revenues until the related expenditures are incurred, then the DCC's are recognized as revenue.

	2016	
2015	<hr/>	
Balance, beginning of year	\$ 1,198,991	\$ 1,181,921
Receipts in the year	85,752	-
Interest earned and deferred	21,271	17,070
Amounts spent and recognized as revenue	-	-
	<hr/>	
Balance, end of year	\$ 1,306,014	\$ 1,198,991

5. Deposits

Deposits are collected in respect of building and development activities as security against potential damage to Village property. Deposits, less any draw down in the event of damage to Village property, are refunded upon satisfactory conditions being met and approved by the Village. During the year, a total of \$3,412,237 was collected related to a multi-unit development project.

	2016	
2015	<hr/>	
Balance, beginning of year	\$ 986,426	\$ 926,002
Receipts in the year	3,542,138	136,702
Refunds issued	(136,803)	(76,278)
	<hr/>	
Balance, end of year	\$ 4,391,761	\$ 986,426

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2016

6. Short-term Debt

Security Issuing Bylaw	Purpose	Year of Maturity	Rate	Balance Outstanding 2016	2015
Water 173	Specified Area No. 4	2017	6.90%	\$ 6,539	\$ 12,768

7. Accumulated Surplus

The Village segregates its accumulated surplus in the following categories:

	2016	2015
Current funds	\$ 1,494,124	\$ 915,574
Reserve funds (Schedule 3)	3,584,252	3,434,576
Investment in tangible capital assets	49,038,043	48,475,973
Balance, end of year	\$54,116,419	\$ 52,826,123

The investment in tangible capital assets represents amounts already spent and invested in infrastructure, net of associated debt financing.

Reserve funds represent amounts set aside by bylaw or council resolution for specific purposes. Details of reserve funds are shown below:

	2016	2015
Parks	\$ 420,342	\$ 418,942
Capital	2,608,865	1,846,155
Capital roads	-	614,515
Water storage	35,907	35,284
Water utility	519,138	519,680
	\$ 3,584,252	\$ 3,434,576

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2016

8. Contingent Liabilities

- (a) The Village is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Village along with the other participants, would be required to contribute towards the deficit.
- (b) The Village is responsible as a member of Metro Vancouver for its proportion of any operating deficits or long-term debt related to functions in which it participates.

9. Taxation - Net

	2016	%	2015	%
Total taxation	\$ 4,489,646	100.00	\$ 4,251,183	100.00
Collections on behalf of other governments:				
Metro Vancouver	228,543	5.09	201,411	4.74
School District - school tax	1,933,292	43.06	1,905,658	44.83
Municipal Finance Authority	200	-	176	-
BC Assessment Authority	55,414	1.23	54,062	1.27
TransLink	289,243	6.44	284,052	6.68
Police	187,621	4.18	174,199	4.10
	2,694,313	60.00	2,619,558	61.62
General municipal taxation	\$ 1,795,333		\$ 1,631,625	

10. Developer Contributions of Tangible Capital Assets

Developer contributions of tangible capital assets represent assets such as roads and water infrastructure, which upon substantial completion of the subdivision and remedy of all significant deficiencies are transferred to the Village. During the year \$882,800 (2015 - \$6,500) was contributed to the Village.

For the year ended December 31, 2016

11. Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (a jointly-trusted pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of the benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, plan membership has about 189,000 active members and 85,000 retired members. Active members include approximately 37,000 contributors from local government.

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 is then adjusted to the extent there is amortization of any funding deficit.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$63,337 (2015 - \$44,152) for employer contributions while employees contributed \$58,877 (2015 - \$41,126) to the plan in fiscal 2016.

The next valuation will be as at December 31, 2018, with results available in 2019.

12. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as roads, water and drainage infrastructure, garbage collection and parkland. The Village also contributes to the costs of police protection and transit which are under the jurisdiction of the provincial government and of TransLink, respectively. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

The general government department is the communications link between Council and the other municipal departments and the general public, providing assistance and advice to citizens with respect to Council/Committee processes, reporting procedures and decisions. This department is also responsible for the overall financial and risk management of the Village.

For the year ended December 31, 2016

12. Segmented Information (Continued)

Public Works

Public works is responsible for the essential services of the Village:

- ensuring clean and safe water to the Village, supplied through underground pipes;
- providing and maintaining the Village's roads, sidewalks, street lights, signage and line markings, storm drainage and hydrants; and
- providing other key services including street cleaning and the coordination of residential garbage collection services.

Protective and Inspection Services

Protection and inspection services are comprised of bylaw enforcement and building inspection.

- Bylaw enforcement administers, monitors and seeks compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Village of Anmore.
- The Village of Anmore's Building Department maintains the quality of life for the Village's citizens by regulating all construction within the Village. This is achieved through the use of the Village of Anmore's Building Bylaw, the British Columbia Building Code, the British Columbia Fire Code and other related bylaws and enactments within the Village of Anmore.

Planning and Development

The planning and development department provides short-term and long-term planning services.

- Long-term planning includes work within the community plan on reviewing the Village's Official Community Plan, developing new Neighbourhood Plans, and the review of relevant bylaws.
- Short-term planning includes the processing of subdivision and development applications.

Water Utility

The water utility provides the distribution of water to residents.

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2016

	General Government	Public Works	Protective & Inspection Services	Planning & Development	Water Utility	2016 Actual	2016 Budget	2015 Actual
Revenues								
Taxation	\$ 1,795,333	\$ -	\$ -	\$ -	\$ -	\$1,795,333	\$ 1,792,423	\$ 1,631,625
Government grants	405,294	535,968	-	-	-	941,262	633,000	563,492
Permits, fees and other revenue	658,677	-	-	-	-	658,677	330,400	349,211
Water utility fees and levy	-	-	-	-	657,449	657,449	635,327	508,559
Developer levy	15,700	-	-	-	-	15,700	-	1,400
Developer contribution to TCA	-	305,100	-	-	577,700	882,800	-	6,500
Other revenue	66,496	-	-	-	-	66,496	60,000	52,337
Total revenue	2,941,500	841,068	-	-	1,235,149	5,017,717	3,451,150	3,113,124
Expenses								
Goods and Services	306,235	419,927	34,159	87,193	568,617	1,416,131	3,085,932	1,381,871
Labour	1,055,148	-	-	74,223	-	1,129,371	1,090,720	931,167
Interest and debt charges	-	-	-	-	3,745	3,745	6,482	4,665
Loss on disposal of TCA	-	332,171	-	-	-	332,171	-	-
Amortization	624,006	-	-	-	221,997	846,003	870,000	863,379
Total Expenses	1,985,389	752,098	34,159	161,416	794,359	3,727,421	5,053,134	3,181,082
Excess (deficiency) in revenues over expenses	\$ 956,111	\$ 88,970	\$ (34,159)	\$ (161,416)	\$ 440,790	\$1,290,296	\$(1,601,984)	\$ (67,958)

Village of Anmore
Schedule 2 - Tangible Capital Assets

December 31, 2016

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Water Infrastructure	2016	2015
Balance, beginning of year	\$ 28,734,998	\$ 285,998	\$ 115,932	\$ 8,790,618	\$ 12,179,510	\$ 644,000	\$ 9,496,907	\$ 60,247,963	\$ 60,249,154
Additions	-	3,855	5,730	6,850	1,108,614	-	608,966	1,734,015	28,914
Disposals	-	-	-	(7,624)	(756,559)	(35,811)	(246,180)	(1,046,174)	(30,105)
Cost, end of year	28,734,998	289,853	121,662	8,789,844	12,531,565	608,189	9,859,693	60,935,804	60,247,963
Accumulated amortization, beginning of year	-	55,001	79,148	3,317,149	5,746,082	431,474	2,130,368	11,759,222	10,925,948
Amortization	-	13,099	11,894	224,761	333,042	41,210	221,997	846,003	863,379
Disposals	-	-	-	(5,342)	(521,168)	(30,215)	(157,278)	(714,003)	(30,105)
Accumulated amortization, end of year	-	68,100	91,042	3,536,568	5,557,956	442,469	2,195,087	11,891,222	11,759,222
Net book value, end of year	\$ 28,734,998	\$ 221,753	\$ 30,620	\$ 5,253,276	\$ 6,973,609	\$ 165,720	\$ 7,664,606	\$ 49,044,582	\$ 48,488,741

Village of Anmore
Schedule 3 - Reserve Fund

For the year ended December 31, 2016

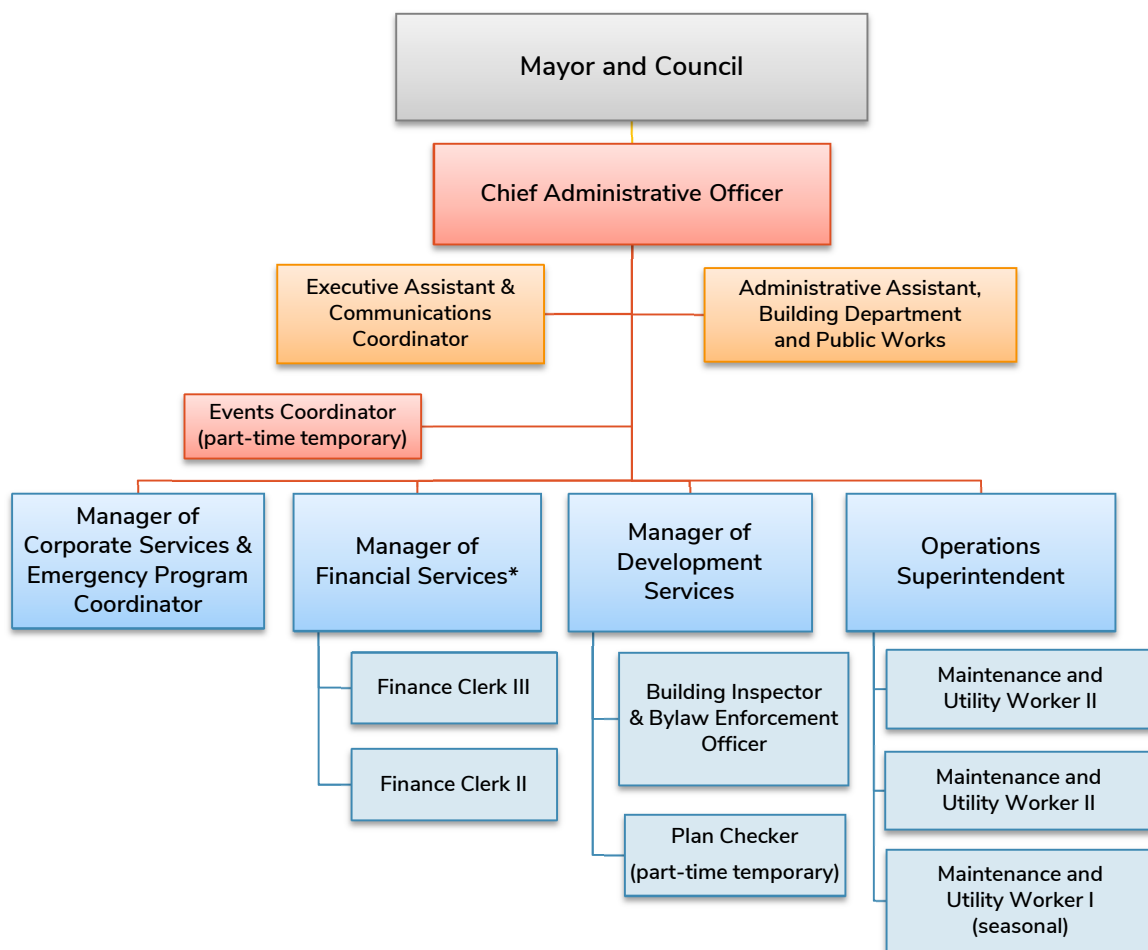
	Capital Roads	Parks Reserve	Water Storage	Capital Reserve	Water Utility	2016	2015
Balance, beginning of year	\$ 614,515	\$ 418,942	\$ 35,284	\$ 1,846,155	\$ 519,680	\$ 3,434,576	\$ 2,740,955
Interest earned	10,855	7,400	623	32,611	9,180	60,669	39,964
Transfers in	40,400	-	-	864,000	-	904,400	667,060
Expenditures (transfers out)	(665,770)	(6,000)	-	(133,901)	(9,722)	(815,393)	(13,403)
	(614,515)	1,400	623	762,710	(542)	149,676	693,621
Balance, end of year	\$ -	\$ 420,342	\$ 35,907	\$ 2,608,865	\$ 519,138	\$ 3,584,252	\$ 3,434,576

ORGANIZATION CHART



Organization Chart

as at December 31, 2016



*The responsibilities of the Finance Officer are met by the Chief Administrative Officer



Progress Report for 2016



Council endorsed the following objectives for the 2016 calendar year, as part of the Corporate Strategic Plan. The objectives were set following a meeting between Council and Staff, where a decision-making framework was created to address corporate management and municipal service deliverables in identifying short- and long-term priorities and the progress to be made on those objectives.

CORPORATE OBJECTIVES	STRATEGIES	MEASURES	STATUS
Finance and Communication			
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village.	Implement Electronic Sign Boards	Identify service providers to outline options and cost implications. Purchase and install sign board(s).	In progress
	Create a Community and Corporate Identity/Brand	Engage a consultant to lead a community identity and corporate branding exercise with Council/staff and the public	Completed in 2017
	Continue to Improve Web and Social Media Communications	Complete website update	Completed in 2017
	Develop a Financial Sustainability Position Statement	Develop a statement to communicate the Village's position on financial sustainability	In progress
	Explore Village Hall Funding Options and Next Steps	Explore opportunities to secure funding from other levels of government	In progress
Operations and Maintenance			
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	Undertake Asset Management	Complete Water Utility Master Plan and undertake a full Asset Management Plan	In progress



	Complete a Road Master Plan	Engage a consultant to undertake Roads Master Plan	In progress
	GIS Mapping	Continue to develop GIS base mapping	Completed in 2017
	Continue Wildfire Preparation and Emergency Planning	Continue working with the Emergency Preparedness Working Group and BC Hydro to complete an Emergency Evacuation Plan for Buntzen Lake	In progress
Planning and Development			
Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Undertake a Zoning Bylaw update. Prioritize bylaws for update and identify funding sources and staff resources: <ul style="list-style-type: none"> • Works and Services • Fees and Charges (complete) • DCCs • Building and Plumbing 	In progress
	Complete a Procedural Policies Review	Initiate update of: <ul style="list-style-type: none"> • Staff policies and procedures • Council meeting procedures (complete) 	In progress
	Create a Bylaw Enforcement Position	Explore funding sources for a Bylaw Enforcement position	Completed in 2015
	Finalize Community Sport and Culture Grant	Consider redefining use of existing funding/assets to suit community needs	Completed in 2016
	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise	Ongoing through 2018
Environment			
Foster preservation of the Village's natural environment and enhance	Reduce GHG Emissions	Prepare a Fleet Management Plan to	In progress



awareness of its importance to the character and sense of community found in Anmore		ensure efficiency of Village vehicles	
		Explore potential to hook up solar panels at Village Hall	Completed in 2016
	Protect Treed Slopes	Complete a review of the Village's Tree Management Bylaw	In progress
	Protect Riparian Areas	Introduce Development Permit process for the Watercourse Protection Development Permit Area	Completed in 2016
Parks, Recreation, Social, Arts and Youth			
Enrich the community through integrating physical activity, learning, and arts and culture into daily life.	Establish a Connected Trail Network	Coordinate the development of trail connections according to OCP and Parks Master Plan	Ongoing through 2018
	Continue to Archive our Heritage Resources	Continue archiving the Village's cultural and heritage resources	In progress
	Enhance Community Events and Celebrations	Continue to provide support and funding for community events	Completed in 2017





Property Tax Exemptions

In accordance with section 98(2)(b) of the *Community Charter*, the Village is required to provide a report on the properties that were provided permissive property tax exemptions by Council in 2016. There were **none** in 2016.



Declaration and Identification of Disqualified Council Members

Pursuant to section 81 of the *Local Government Act*, a person must meet a set of qualifications in order to hold office. The Village is required to declare and identify any disqualified council members. There were **none** in 2016.



Progress Forecast for Current Year



Municipal Objectives and Progress Measures for 2017

In 2016, Council set the following objectives, which it hoped to accomplish in 2017. As in the past, these objectives were reviewed by Council and Staff with consideration of feedback received from constituents throughout the year.

CORPORATE OBJECTIVES	STRATEGIES	MEASURES
Finance and Communication		
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village.	Create a Community and Corporate Identity/Brand	Deliver and support a community identity and brand strategy [Completed in spring 2017]
	Continue to Improve Web and Social Media Communications	Identify and train key staff to manage social media [Completed in spring 2017]
	Explore Village Hall Funding Options and Next Steps	Initiate RFP to undertake detailed design and costing for a new Village Hall and seek public input
Operations and Maintenance		
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	Undertake Asset Management	Complete Asset Management Plan
	Complete a Road Master Plan	Complete and prepare to implement the Roads Master Plan
	GIS Mapping	Continue to develop GIS base mapping [Completed in spring 2017]
	Continue Wildfire Preparation and Emergency Planning	Work with the Emergency Preparedness Working Group to review and implement a Wildfire Protection Plan
	Retain an Emergency Preparedness Coordinator	Secure funding and hire a contract position [Completed in 2015]

PROGRESS FORECAST FOR CURRENT YEAR

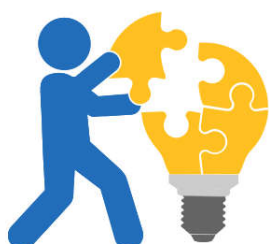


	Investigate Traffic Calming and Speed Reduction	Identify opportunities to improve traffic safety through the Roads Master Plan
Planning and Development		
Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Continue review and update of regulatory bylaws: <ul style="list-style-type: none"> • Municipal Ticketing Information (MTI) • Solid Waste and Recycling • Noise Control
	Create a Bylaw Enforcement Position	Hire a Bylaw Enforcement Officer [Completed in 2015]
	Explore Neighbourhood Planning and Character Definition	Explore funding options to develop Neighbourhood Plans [Deferred to 2018]
	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise
Environment		
Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore	Reduce GHG Emissions	Monitor effectiveness of curb-side waste and recycling pickup in achieving Metro Vancouver's waste management objectives [Deferred to 2018]
Parks, Recreation, Social, Arts and Youth		
Enrich the community through integrating physical activity, learning, and arts and culture into daily life.	Establish a Connected Trail Network	Coordinate the development of trail connections according to OCP and Parks Master Plan
	Create a Community Gathering Place	Develop a Village Centre Plan to identify a community gathering place
	Enhance Community Events and Celebrations	Consider reactivating a social/youth committee [Completed in spring 2017]



Progress Forecast for Next Year

Municipal Objectives and Progress Measures for 2018



Looking ahead to 2018, Council hopes to continue to accomplish a range of initiatives. The following objectives were identified following further review of the Corporate Strategic Plan and with consideration of feedback that council members received from constituents.

CORPORATE OBJECTIVES	STRATEGIES	MEASURES
Finance and Communication		
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village	Explore Village Hall Funding Options and Next Steps	Work towards achieving necessary planning and design approvals.
Operations and Maintenance		
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	GIS Mapping	Continue to develop GIS base mapping [Completed spring 2017]
	Investigate Traffic Calming and Speed Reduction	Allocate or secure funding to implement specific projects
Planning and Development		
Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Finalize Bylaw review and updates
	Explore Neighbourhood Planning and Character Definition	Initiate Neighbourhood planning process with the community Explore funding options to develop Neighbourhood Plans
	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise

PROGRESS FORECAST FOR NEXT YEAR



Environment

Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore

Reduce GHG Emissions

Monitor effectiveness of curb-side waste and recycling pickup in achieving Metro Vancouver's waste management objectives

Monitor effectiveness of curb-side waste and recycling pickup in achieving Metro Vancouver's waste management objectives [Deferred to 2018]

Parks, Recreation, Social, Arts and Youth

Enrich the community through integrating physical activity, learning, and arts and culture into daily life.

Establish a Connected Trail Network

Coordinate the development of trail connections according to OCP and Parks Master Plan

Continue to Archive our Heritage Resources

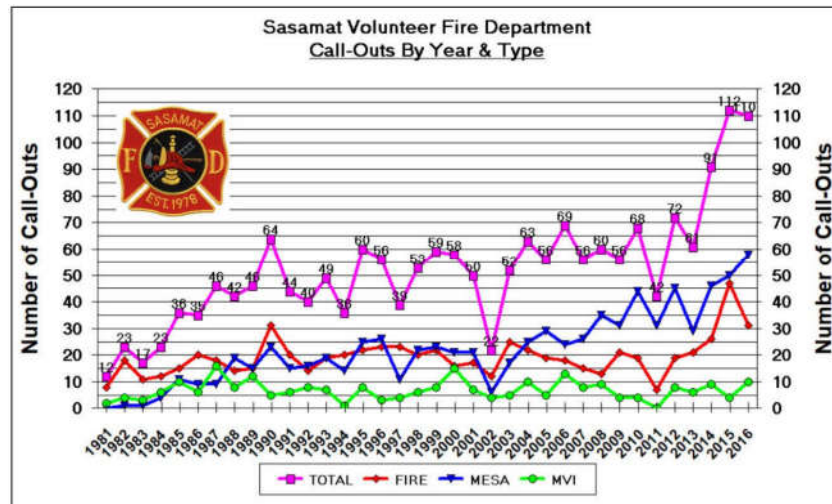
Incorporate space for display and storage into plans for the new Village Hall





Fire Response Levels for 2016

Sasamat Volunteer Fire Department



2016 SVFD CALL-OUT STATISTICS

The **SVFD** call-outs during 2016 were typical in distribution, but significantly increased over the average of 89 call-outs per year over the past five years (see graph):

- **Total Call-Outs** amounted to **110** during **2016**, distributed as follows:

Anmore Village	74 (67%)
Belcarra Village	30 (27%)
Park, Lakes, Road	6 (5%)
- **Fire Calls (FIRE)** accounted for **31** call-outs (**28%**):

Anmore Village	24 (22%)
Belcarra Village	6 (5%)
Park, Lakes, Road	1 (1%)
- **Medical Emergencies (MESA)** accounted for **58** call-outs (**53%**):

Anmore Village	35 (29%)
Belcarra Village	19 (16%)
Park, Lakes, Road	4 (3%)
- **Motor Vehicle Incidents (MVI)** accounted for **10** call-outs (**9%**):

Anmore Village	7 (6%)
Belcarra Village	2 (2%)
Park, Lakes, Road	1 (1%)
- **Other (Misc.)** accounted for **11** call-outs (**10%**):

Anmore Village	8 (7%)
Belcarra Village	3 (3%)



Police Service Levels for 2016

Coquitlam RCMP



In 2016, officers responded to a total of 296 calls for service, including 107 to the Buntzen Lake Recreation Area.

Total call-outs, by the numbers*

Buntzen Lake – includes liquor offences, unspecified assist, theft from MV, other Provincial Statutes, etc. 107

Anmore Specific

Mischief, thefts and thefts from vehicles 25

False Alarms/911 – False/Abandoned 23

Suspicious Person/Vehicle/Occurrence 20

Noise calls, including By-law and Cause Disturbance 47

Traffic related files 17

Property found/lost and queries to locate 8

Unspecified assistance files 12

Miscellaneous – includes: Breach files, Aeronautic, fraud, harassing communications, missing persons, firearm calls, etc. 9

Animal Calls 5

Assaults, including threats 5

Drug Files 3

Liquor Control files – Permits/consume in public/minor in possession 1

Break and enter residence/business/other 11

Sexual Assault 2

Arson 1

*** Although all calls resulted in a file being created, it may not have initiated a response or attendance. i.e. False Alarms, LCLA - Permits**



Council Remuneration and Expenses for 2016

Name	Position	Remuneration	Expenses
McEwen, John	Mayor	\$23,096.44	\$3,685.01
Froese, Ryan	Councillor	11,588.88	0.00
Thiele, Ann-Marie	Councillor	11,588.88	0.00
Trowbridge, Kim	Councillor	11,588.88	0.00
Weverink, Paul	Councillor	11,588.88	1,933.38
Total for all Elected Officials		\$69,451.96	\$5,618.39

Provided pursuant to section 168 of the Community Charter.



Back row: Councillor Kim Trowbridge, Councillor Paul Weverink
Front Row: Councillor Ryan Froese, Mayor John McEwen, Councillor Ann-Marie Thiele

YOUR MAYOR AND COUNCIL



Your Mayor and Council

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About the Annual Report

In accordance with the *Community Charter*, an annual report must be prepared by Council before June 30 of each year. The report must include the following information:

- Audited financial statements,
- Report on permissive tax exemptions,
- Report on municipal services and operations for the previous year,
- Declaration of disqualifications under section 111 of the *Community Charter*,
- Statement of objectives and measures for the current year and following year,
- Progress report for the previous year's objectives, and
- Any other information Council considers advisable.

Once completed, the annual report must be made available for public inspection. After making the report available, council must wait a minimum of two weeks before holding an annual meeting on the report. This provides citizens with time to review the annual report, ask questions and prepare submissions. Council must give notice of the date, time and place of the annual meeting in accordance with the *Community Charter's* requirements for public notice.

The 2016 annual report was prepared for Council by the Manager of Corporate Services with cooperation from the Chief Administrative Officer and select stakeholders.

Photographs and images are used with permission, where required.





Municipal Information



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Twitter [@villageofanmore](https://twitter.com/villageofanmore)





2016 ANNUAL WATER QUALITY REPORT

Public Works Department
Village of Anmore
Prepared by: Luke Guerin, Operations Superintendent

Foreword

Under the British Columbia Drinking Water Protection Act and the British Columbia Drinking Water Protection Regulation (BCDWPA & BCDWPR) the Village of Anmore is required to conduct water quality monitoring in the Village's distribution system and to publish the results in an annual report. This document fulfills that requirement by presenting a summary and discussion of all water quality sampling results for the year 2016. An overview of projects and events as they relate to drinking water in the Village of Anmore is also provided in this report.

Please visit the following web sites for further information:

Health Canada

<http://www.hc-sc.gc.ca/ewh-semt/water-eau/drink-potab/guide/index-eng.php>

Ministry of Health

http://www.health.gov.bc.ca/protect/dw_index.html

Health Link BC File #56 - Persons with compromised or Weakened Immune Systems

<http://www.healthlinkbc.ca/healthfiles/hfile56.stm>

Metro Vancouver

<http://www.metrovancouver.org/services/water/Pages/default.aspx>

Village of Anmore

<http://www.anmore.com>

USEPA

<http://www.epa.gov/safewater/mcl.html>

World Health Organization

http://www.who.int/water_sanitation_health/publications/2011/dwg_guidelines/en/index.html

Emergency Water Quality Contact Information

Luke Guerin

Operations Superintendent

Phone: 604-469-9877

Cell: 604-315-0360

E-mail: luke.guerin@anmore.com

Public Works Yard

Phone: 604-469-6622

After Hours Emergency

Phone: 604-817-7745

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Acronyms

AO: Aesthetic Objective

ASTTBC: Applied Science Technicians and Technologists of British Columbia

BCDWPA: British Columbia Drinking Water Protection Act

BCDWPR: British Columbia Drinking Water Protection Regulation

DBP: Disinfection By-Products

DWMP: Metro Vancouver Drinking Water Management Plan

E.coli: Escherichia coli

EOCP: Environmental Operators Certification Program

GCDWQ: Guidelines for Canadian Drinking Water Quality

HAA: Haloacetic Acid

HPC: Heterotrophic Plate Count

MAC: Maximum Acceptable Concentration

Mg/l: Milligrams per Liter

NTU: Nephelometric Turbidity Units **PPB:** Parts Per Billion

PPM: Parts Per Million

PRV: Pressure Regulating Valve

PVC: Polyvinyl Chloride

SCADA: Supervisory Control and Data Acquisition

SCFP: Seymour – Capilano Filtration Plant

THM: Trihalomethane

UDF: Uni-directional Flushing

WQMRP: Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities

YTD: Year-to-Date

Executive Summary

The Village of Anmore supplies drinking water to residential and commercial customers within Village limits. The Village of Anmore is dedicated to providing high quality, aesthetically pleasing drinking water at a reasonable cost.

The Village collects water samples from the distribution system on a routine basis. This report includes a summary and discussion of the results of all sampling conducted on the Village's water distribution system during 2016 as well as a discussion of projects and events affecting water quality within the Village of Anmore. A complete record of 2016 water quality sampling results can be found in the appendices of this report.

As per the *Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities (WQMRP)* Anmore collects water samples from the distribution system and Metro Vancouver Lab analyzes for:

- **Chemical and Physical Parameters**
 - o Metals
 - o Vinyl chloride
 - o Temperature
 - o Free chlorine
 - o Minerals
 - o Disinfection by-products
 - o Turbidity
- **Bacterial Parameters**
 - o E.Coli
 - o Heterotrophic Plate Count (HPC)
 - o Total Coliforms

All sample results for *E.Coli* and *Total Coliforms* were negative. HPC's met the guidelines in all instances. Sample results for chemical and physical parameters addressed in the *Guidelines for Canadian Drinking Water Quality (GCDWQ)* were well under their respective Maximum Acceptable Concentration (MAC) values.

As part of our commitment to continual improvement, reliable service and high water quality, the Village completes operational and capital projects as well as water quality sampling on an ongoing basis. In 2016 the Village completed:

- Routine inspection and maintenance of all water distribution facilities
- Dead end and uni-directional water main flushing
- Upgrading of watermain on Sunnyside Road between Leggett and Eaglecrest

1.0 Water Distribution System Data

1.1 System Infrastructure

The tables in this section provide a snapshot of the Village of Anmore's water distribution system. All of the components listed, with the exception of the private hydrants, and private pump station are operated and maintained by the Village's Public Works Department.

Table #1: Length of Pipe in System

Total Length of all Pipes in Distribution System	26000 meters
--------------------------------------------------	--------------

Table #2: Fire Hydrants

Fire Hydrants	#
Village Hydrants	151(approx.)
Private Hydrants	3
Total	154(approx.)

Table #3: Critical Water System Components

Asset	#
Pressure Reducing Valves	8
Pump Stations	4 (1 Private)
Reservoirs	0
Chlorine Booster Stations	1

In addition to the pipe, fire hydrants, and critical components, there are many other smaller components to Anmore's water distribution system, including:

- Water meters
- Air valves
- End of line blow off valves
- Line valves
- Sampling stations

All of these components work in concert to help the Village deliver safe, reliable drinking water to customers.

1.2 Public Response

In 2016 the Village's Public Works Department responded to one water quality related concern regarding chlorine levels. Typical customer concerns, include taste and odour complaints, chlorination complaints and pressure concerns.

Current best management practices prescribed by Fraser Health, the GCDWQ, and the USEPA Surface Water Treatment Rule recommend maintaining a minimum of 0.20mg/l free chlorine in the distribution system (Health Canada, 2010) (Health Canada, 2009) (USEPA, 2004) (USEPA, 2002). The Village of Anmore aims to maintain free chlorine residual concentrations between 1.2 mg/l and 0.20 mg/l. If residents

wish to remove chlorine from their water prior to drinking, the best way to do so is with an activated carbon filter, such as a Brita, or by filling a jug of water and letting it stand uncovered overnight.

1.3 Staff Certification

The Village of Anmore water distribution system is classified as a Level II system by the Environmental Operators Certification Program (EOCP). The Village's water system is monitored, operated, and maintained by qualified personnel who are certified by the EOCP. In addition to certification under the EOCP, Village of Anmore staff have training in Hypo chlorination, PRV Maintenance and Hydrant Maintenance. All Level II maintenance is conducted by a contractor who possess the Level II certification.

Table #4 contains a summary of staff qualifications.

Table #4: Operator Certification

Certification Level	# of Staff
EOCP Water Distribution Level I	1
EOCP Water Distribution Level II	0
Total Qualified Staff	1

2.0 2016 Event Summary

2.1 Planning for the Future

The Village of Anmore is a growing community within the Lower Mainland, with an estimated population of 2,210 residents (based on 2016 Census). Anmore's water system currently consists of 9 pressure zones, 2 pump stations, 8 pressure reducing stations, and includes over 20 km of water mains. Anmore receives potable water from the Metro Vancouver Coquitlam source via a 300 mm diameter supply connection from the City of Port Moody. The water supply and distribution infrastructure is a key focus of Anmore's strategic infrastructure priorities, and thus the need for Anmore to have a comprehensive Water Utility Master Plan (completed in 2015).

Anmore's Water Master Plan has provided an understanding of the capacity of its current system under existing and future demand requirements and identifies servicing opportunities and constraints to plan upgrades to the water utility in an economic and efficient manner. A Capital Upgrades Plan was provided with a proposed schedule and estimated costs to complete the works. Integral to the Water Utility Master Plan is the development of a hydraulic model for Anmore, which will allow for the review of the level of services provided to existing and future populations by the water utility. Future populations are forecasted to a 2032 planning horizon in the most recent Official Community Plan (OCP). Furthermore, an annual operations, maintenance, and inspection program and budget will be developed which will allow for sufficient monitoring and maintenance of the water utility assets. The cumulative costs of the recommendations will form part of a long-term financial plan with the eventual goal of having a financially sustainable utility.

2.2 “Flush” Message from the Fraser Health Authority

Fraser Health has recently revised its metals at the tap “Flush” message. They have asked that all water purveyors include the following message in their annual report:

Anytime the water in a particular faucet has not been used for six hours or longer, “flush” your cold-water pipes by running the water until you notice a change in temperature. (This could take as little as five to thirty seconds if there has been recent heavy water use such as showering or toilet flushing. Otherwise, it could take two minutes or longer.)

The more time water has been sitting in your home’s pipes, the more lead it may contain.

Use only water from the cold-tap for drinking, cooking, and especially making baby formula. Hot water is likely to contain higher levels of lead.

The two actions recommended above are very important to the health of your family. They will probably be effective in reducing lead levels because most of the lead in household water usually comes from the plumbing in your house, not from the local water supply.

Conserving water is still important. Rather than just running the water down the drain you could use the water for things such as watering your plants (Zubel, 2014).

If residents have any questions they are encouraged to contact the Fraser Health’s Drinking Water Program at 604-870-7900 or 1-866-749-7900.

3.0 Water Main Flushing Program

The Village of Anmore conducts uni-directional and dead end flushing in order to maintain a high level of water quality in the distribution system. Regularly flushing water mains removes stagnant water and deposits from pipes. Spot flushing is also conducted on an “as required” basis due to complaints or poor water quality sample results indicating elevated Heterotrophic Plate Counts (HPC), positive total coliform results, and/or elevated water temperature combined with depressed free chlorine residuals.

4.0 Water Quality Sampling and Testing

As per the Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities sampling and analysis for numerous water quality parameters are conducted on the Village of Anmore’s distribution system on a regular basis. Sample schedules for various constituents are broken into sections based on the number of samples recommended by the GCDWQ and/or mandated by the BCDWPR. Monitoring of drinking water in the Village’s water distribution system is conducted for bacterial, chemical, and physical characteristics.

In 2016 a total of 117 bacteriological samples were collected from the Village’s distribution system. Table #6 presents the locations and descriptions of the four sample stations where Village staff collect water quality samples on a bi-weekly basis.

Table #6: Water Sampling Station Inventory

SAMPLE STATION	LOCATION	SOURCE WATER
ANM-470	2697 Sunnyside Rd.	Coquitlam (Via Port Moody)
ANM-471	1175 East Rd.	Coquitlam (Via Port Moody)
ANM-472	3275 Sunnyside Rd.	Coquitlam (Via Port Moody)
ANM-473	2505 Elementary Rd.	Coquitlam (Via Port Moody)

4.1 Chemical / Physical Quality

Water quality sampling for chemical and physical parameters including disinfection by-products, vinyl chloride, and metals is carried out on varying schedules. Table #7 modified from Metro Vancouver's WQMRP sets out a schedule requiring "approximately 10% of the sample sites in each municipal system to be sampled for the following parameters at the frequency shown (Metro Vancouver, 2008)."

Table #7: Chemical / Physical Monitoring in Municipal Distribution Systems

Parameter	Location	Frequency
Free Chlorine Residual	All	Tests run when bacteriological samples are taken
Copper	Municipal Distribution System**	Semi-annually
Haloacetic Acids	Municipal Sites – Cross section, representative of all three sources, minimum of one per municipality.	Quarterly
Iron	Representative municipal sites – unlined iron and steel mains.	Semi-annually
Lead	Municipal Distribution System**	Semi-annually
Odour	Any or all sites	Complaint Basis*

pH	Municipal Sites – cross section, representative of all sources, minimum of three per municipality.	Quarterly
Taste	Any or all sites.	Complaint Basis*
Temperature	Representative municipal sites.	Quarterly
Trihalomethanes	Municipal Sites – cross section, representative of all sources, minimum of three per municipality.	Quarterly
Turbidity	Municipal Sites – All	Collected with bacteriological samples
Vinyl Chloride	Municipal sites where PVC pipe is used in the distribution system – minimum of one per potentially affected system.	Semi-annually
Zinc	Municipal Distribution System**	Semi-annually

* If a complaint comes to Metro Vancouver, Metro Vancouver will bring it to the attention of the relevant municipality.

** The GCDWQ stipulate that samples for metals analysis should be from a flushed location. This provides rationale to sample for metals in the distribution system as opposed to locations in buildings.

4.1.1 Metals

Metals can enter the drinking water system from either the source watershed or in the distribution system itself. Historically the Village of Anmore's drinking water has contained very little metal compounds. The Village of Anmore monitors the water distribution system for metals. Sampling is conducted semi-annually as per the WQMRP.

A summary of relevant health based MAC and Aesthetic Objective (AO) standards for metals in drinking water can be found in Table #8. This table summarizes only those parameters listed in the GCDWQ that are captured by the current version of the WQMRP.

A complete record of 2016 metals sampling results can be found in Appendix #2.

Table #8: MAC and AO Metals Standards Modified from the Guidelines for Canadian Drinking Water Quality

Parameter	MAC (mg/l)	AO (mg/l)	Year of Approval (Re-affirmation)
Aluminum		[0.1 / 0.2]	1998
Antimony	0.006		1997
Arsenic	0.010		2006
Barium	1.0		1990
Cadmium	0.005		1986 (2005)
Chromium	0.05		1986
Copper		≤1.0	1992
Iron		≤0.3	1978 (2005)
Lead	0.010		1992
Manganese		≤0.05	1987
Mercury	0.001		1986
Selenium	0.01		1992
Sodium		≤200	1992
Zinc		≤5.0	1979 (2005)

4.1.2 Disinfection By-Products

Disinfection By-Product (DBP) formation occurs when chlorine in drinking water reacts with dissolved organic compounds. These reactions can produce two main groups of DBP compounds, Trihalomethanes (THM) and Haloacetic Acid (HAA). Monitoring for DBP's is conducted on a quarterly basis as set out by Metro Vancouver's WQMRP. 2016 THM and HAA sampling results from the Village's water distribution system were below the respective MAC values, with the exception of one instance.

A complete record of 2016 DBP sampling results can be found in Appendix #3.

4.2 Bacteriological Quality

All bacterial samples collected from municipal distribution systems are analyzed for total coliform and *E.coli* bacteria. These samples are also analyzed for the presence of heterotrophic bacteria. HPC bacteria provide an indicator of microbial growth in the distribution system and are used as an early warning to predict where water quality concerns may arise. The Village collects a minimum of 8 bacteriological samples per month. Further samples are collected by Village personnel on an as needed basis in response to water main breaks, operational adjustments, water quality complaints, or where cross-connections are suspected.

The quantity of bacterial samples collected from municipal water distribution systems is based on the population served. Under the BCDWPR the Village is required to collect a minimum of 4 bacteriological samples from the water distribution system per month based on population (under 5000). Figures #1 and #2 display the number of bacteriological samples collected from the Village's water distribution system and the percentage of samples collected that returned HPC results greater than 500 CFU/ml each month.

Figure #3: Results of Bacteriological Analysis of Potable Water Samples and Compliance with BCDWPR

A complete record of 2016 bacteriological water quality sampling results can be found in Appendix #1.

Figure #1: Number of Bacterial Samples Analyzed / Month

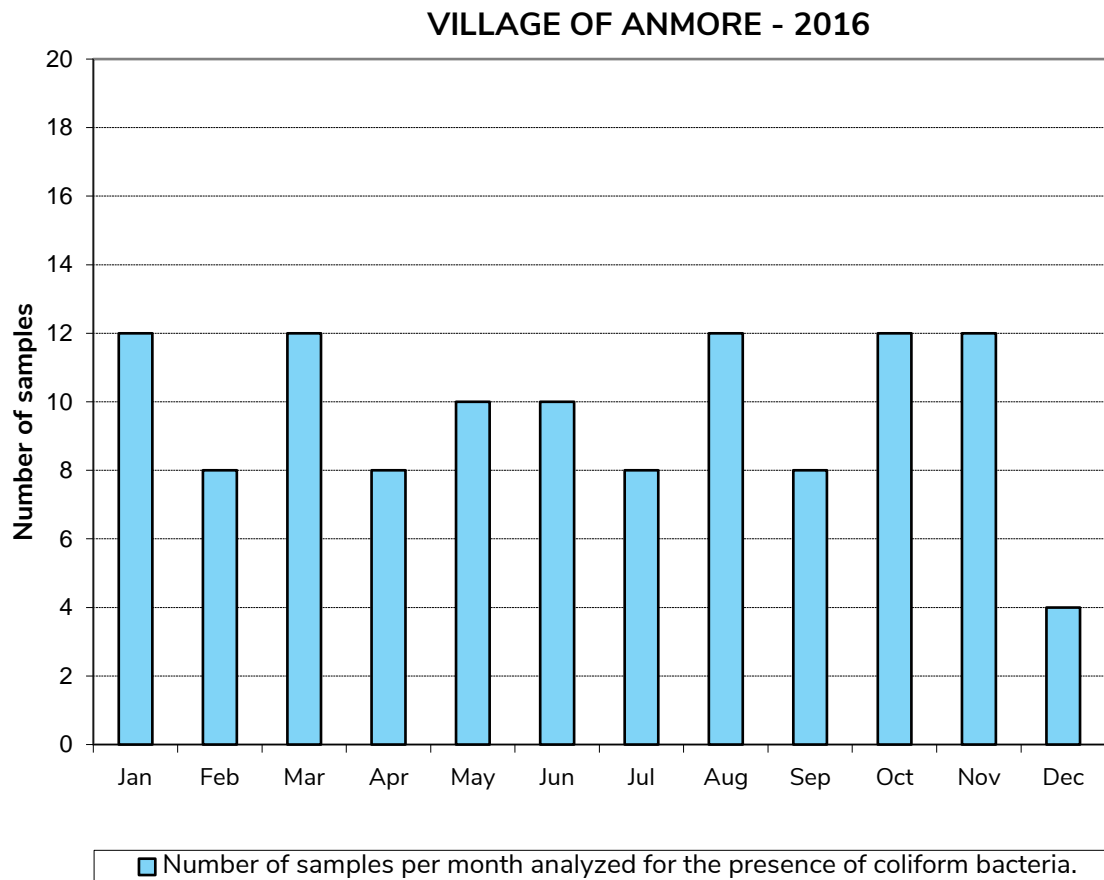


Figure #2: 2015 Monthly Heterotrophic Plate Count

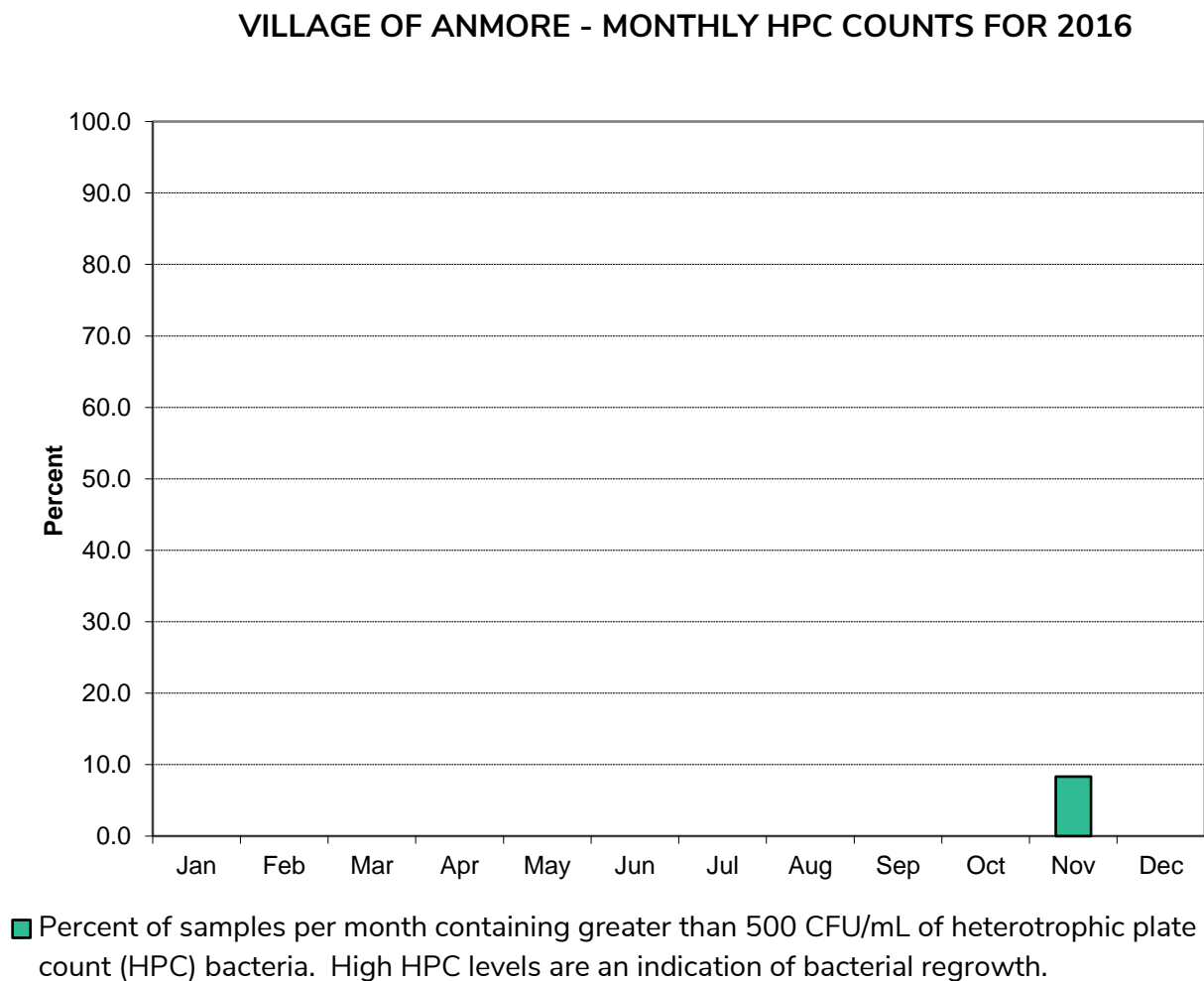
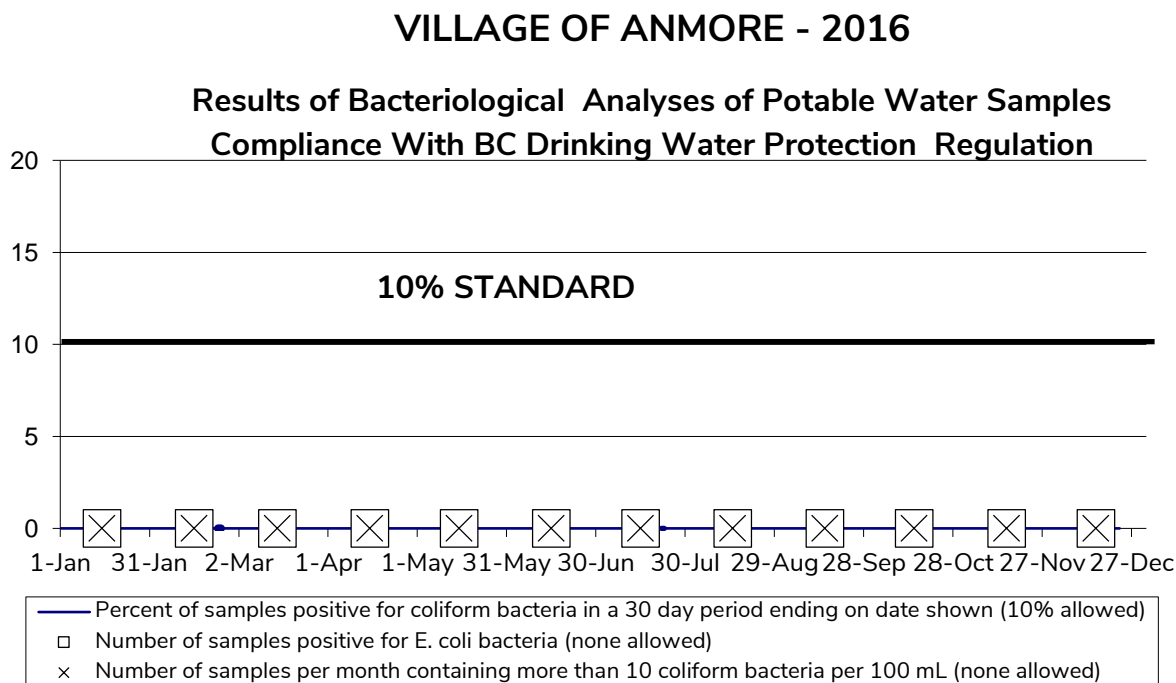


Figure #3: Results of Bacteriological Analysis of Potable Water Samples and Compliance with BCDWPR



Tables #9 and #10, which are modified from Schedule A and B of the BCDWP, define bacteriological water quality monitoring requirements for all water purveyors under the act and regulation.

Table #9: Water Quality Standards for Potable Water (Sections 2 & 9)

Parameter:	Standard:
Fecal coliform bacteria	No detectable fecal coliform bacteria per 100ml
Escherichia coli	No detectable Escherichia coli per 100 ml
Total coliform bacteria	
(a) 1 sample in a 30 day period	No detectable total coliform bacteria per 100 ml
(b) more than 1 sample in a 30 day period	At least 90% of samples have no detectable total coliform bacteria per 100ml and no sample has more than 10 total coliform bacteria per 100ml

(Province of British Columbia, 2011)

Table #10: Frequency of Monitoring Samples for Prescribed Water Supply Systems (Section 8)

Population Served by the Prescribed Water Supply System:	Number of Samples Per Month:
less than 5,000	4
5,000 to 90,000	1 per 1,000 of population
more than 90,000	90 plus 1 per 10,000 of population in excess of 90,000

(Province of British Columbia, 2011)

4.3 Free Residual Chlorine

Water distributed by the Village contains a disinfectant called free chlorine. Maintaining an adequate disinfectant residual in a potable water distribution system is vital to preserving public health.

Disinfectant in the distribution system:

- Ensures that microorganisms hazardous to public health are inactivated
- Provides an indicator of distribution system upset
- Controls biofilm growth

(USEPA, 2007)

Free residual chlorine concentrations in water received by the Village from Port Moody generally varies and is not at concentrations high enough to provide adequate disinfection throughout the Village. Reduced concentrations of disinfectant have historically been a challenge for the Village's water system. Prior to the commissioning of the permanent Chlorine Booster Station in December of 2013, Anmore's Water System had little to no chlorine residual.

Tables #11, #12 and Figure #4 provide a summary of the number of samples collected from each sample station that were found to have free chlorine concentrations less than 0.20 mg/l. A map of all water quality sample collection points regularly sampled by the Village can be found in Appendix #4.

Table #11: Percentage of Samples / Month with < 0.20 mg/l Free Chlorine

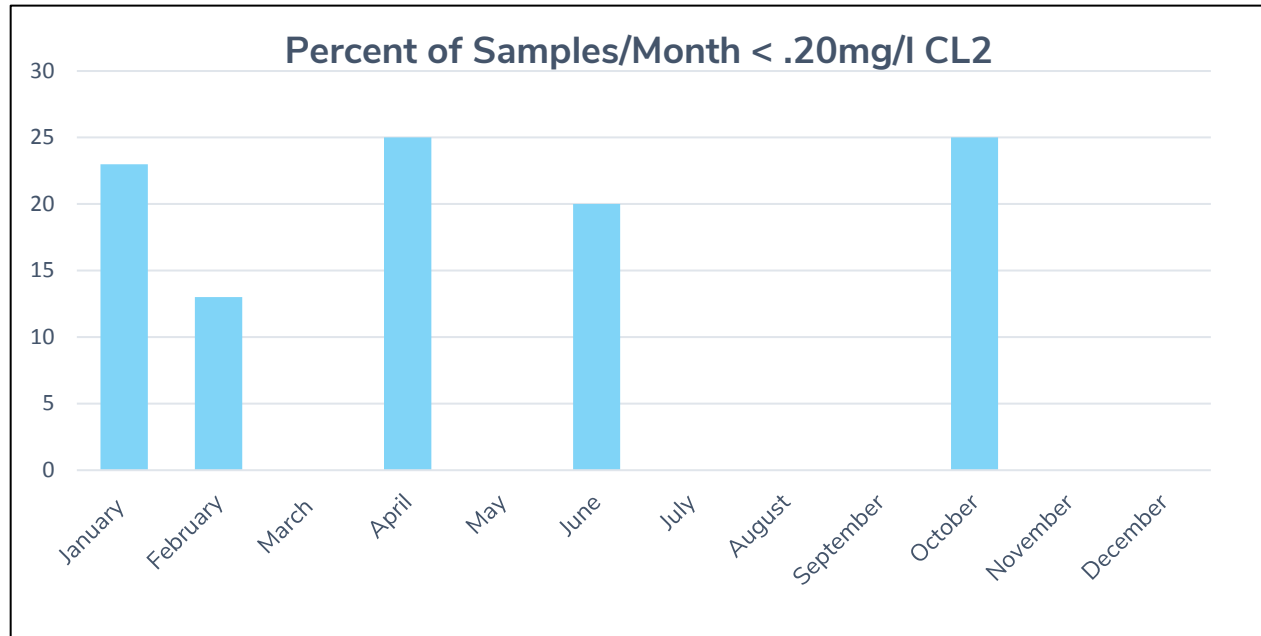
Month	# of Free Cl ₂ Samples <0.20 mg/l	Total Number of Samples Taken	Percentage of Samples / Month With Less Than 0.20 mg/l Free Cl ₂
January	3	13	23%
February	1	8	13%
March	0	12	0%
April	2	8	25%
May	0	10	0%
June	2	10	20%
July	0	8	0%
August	0	12	0%
September	0	8	0%
October	3	12	25%
November	2	12	0%
December	0	4	0%
Total	13	117	11.11%

Table #12: Summary of Chlorine Residual Sampling by Station

Sample Station	Total Number of Samples with <0.2 mg/l Free Chlorine	Total Number of Samples per Station	Percentage of Samples with <0.2 mg/l Free Chlorine
ANM-470	1	30	3.33%
ANM-471	0	28	0%
ANM-472	0	29	0%
ANM-473	12	30	40.00%
All Stations	13	117	11.11%

See Appendix #4 for Sampling Station Map

Figure #4: Percentage of Samples / Month with < 0.20 mg/l Free Chlorine



5.0 Water Distribution System Projects

5.1 Future Planning

In the spring of 2015 the Village completed a comprehensive study of the water utility .The intent of this study work was to develop a Water Utility Master Plan that will guide the operation, maintenance, upgrading and expansion and renewal of the utility in a sustainable manner. This Plan has established the existing infrastructure assets, assessed the condition of the assets, and identified any deficiencies that affect the immediate and long-term function of these assets. The data gathered through these processes will be utilized to establish common maintenance/operating practices, future capital improvements and assist with updating strategic priorities as relates to water utility infrastructure planning.



5.2 Emergency Response Plan

In the event of an emergency, the Village may enact its Water System Emergency Response Plan. The goals of this plan are as follows:

- Rapidly restore service after an emergency
- Ensure adequate water supply for fire protection
- Minimize loss of service to users
- Provide emergency information to public
- Re-establish critical operations

Conclusion

This year (2016) Public Works staff at the Village of Anmore have continued improvements to the day to day operations of the water utility and continue to work closely with Fraser Health Authority to ensure safe, clean potable water for the Village's residents.

Every year the Village budgets for the study, maintenance, and replacement of critical components of the water distribution system and 2016 was no exception. Continued resource focus on the operation and maintenance of the Village's water system along with completing critical infrastructure upgrades such as the Sunnyside Road watermain replacement, will be pivotal to maintaining a high level of drinking water quality in the coming years.

Works Sited

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Appendix #1

Bacterial Analysis

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-473	GRAB	2505 Elementary	5-Jan-16	0.17	<1	<2	5.5	<1	0.18
ANM-473	GRAB	2505 Elementary	5-Jan-16	0.17	<1	<2	5.5	<1	0.18
ANM-472	GRAB	3275 Sunnyside Road	5-Jan-16	0.97	<1	<2	6.8	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	5-Jan-16	0.68	<1	<2	6.4	<1	0.29
ANM-471	GRAB	1175 East Road	6-Jan-16	0.63	<1	<2	7.1	<1	0.44
ANM-470	GRAB	2697 Sunnyside Road	13-Jan-16	0.72	<1	[Poor spreading] LA	7.3	<1	0.33
ANM-473	GRAB	2505 Elementary	13-Jan-16	0.13	<1	<2	6.6	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	13-Jan-16	1.1	<1	<2	7.2	<1	0.3
ANM-471	GRAB	1175 East Road	13-Jan-16	0.73	<1	<2	7.4	<1	0.35
ANM-473	GRAB	2505 Elementary	21-Jan-16	0.84	<1	<2	7	<1	0.34
ANM-470	GRAB	2697 Sunnyside Road	21-Jan-16	0.77	<1	<2	7	<1	0.32
ANM-472	GRAB	3275 Sunnyside Road	21-Jan-16	0.69	<1	<2	7.2	<1	0.31
ANM-471	GRAB	1175 East Road	21-Jan-16	0.31	<1	<2	7.3	<1	0.32
ANM-473	GRAB	2505 Elementary	3-Feb-16	0.02	<1	LA	7.3	<1	0.19
ANM-472	GRAB	3275 Sunnyside Road	3-Feb-16	0.84	<1	LA	7.3	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	3-Feb-16	0.98	<1	LA	7.1	<1	0.33

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	3-Feb-16	0.46	<1	LA	7.1	<1	0.42
ANM-473	GRAB	2505 Elementary	16-Feb-16	0.81	<1	<2	7.9	<1	0.41
ANM-472	GRAB	3275 Sunnyside Road	16-Feb-16	1	<1	<2	7.9	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	16-Feb-16	1.2	<1	<2	8	<1	0.36
ANM-471	GRAB	1175 East Road	16-Feb-16	1	<1	<2	7.7	<1	0.46
ANM-472	GRAB	3275 Sunnyside Road	3-Mar-16	1	<1	<2	8.2	<1	0.35
ANM-473	GRAB	2505 Elementary	3-Mar-16	0.93	<1	<2	8	<1	0.38
ANM-470	GRAB	2697 Sunnyside Road	3-Mar-16	0.88	<1	<2	8.1	<1	0.32
ANM-471	GRAB	1175 East Road	3-Mar-16	0.32	<1	<2	8.2	<1	0.4
ANM-472	GRAB	3275 Sunnyside Road	16-Mar-16	0.94	<1	<2	7.9	<1	0.23
ANM-473	GRAB	2505 Elementary	16-Mar-16	0.59	<1	6	8.4	<1	0.24
ANM-470	GRAB	2697 Sunnyside Road	16-Mar-16	0.87	<1	<2	8.4	<1	0.3
ANM-471	GRAB	1175 East Road	17-Mar-16	0.54	<1	<2	7.3	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	29-Mar-16	0.52	<1	<2	9.2	<1	0.28
ANM-473	GRAB	2505 Elementary	29-Mar-16	0.54	<1	<2	9.2	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	29-Mar-16	0.56	<1	2	9	<1	0.26

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	29-Mar-16	0.27	<1	2	8.9	<1	0.32
ANM-472	GRAB	3275 Sunnyside Road	11-Apr-16	1.12	<1	<2	9.1	<1	0.26
ANM-473	GRAB	2505 Elementary	11-Apr-16	<0.04	<1	<2	12	<1	0.2
ANM-470	GRAB	2697 Sunnyside Road	11-Apr-16	1.2	<1	<2	9.7	<1	0.45
ANM-471	GRAB	1175 East Road	11-Apr-16	0.86	<1	<2	11	<1	0.27
ANM-470	GRAB	2697 Sunnyside Road	26-Apr-16	0.73	<1	<2	13	<1	0.28
ANM-472	GRAB	3275 Sunnyside Road	26-Apr-16	0.76	<1	<2	11	<1	0.25
ANM-473	GRAB	2505 Elementary	26-Apr-16	<0.04	<1	<2	12	<1	0.27
ANM-471	GRAB	1175 East Road	26-Apr-16	0.63	<1	<2	9.8	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	10-May-16	1.07	<1	<2	12	<1	0.32
ANM-473	GRAB	2505 Elementary	10-May-16	0.89	<1	<2	13	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	10-May-16	0.81	<1	<2	13	<1	0.38
ANM-471	GRAB	1175 East Road	10-May-16	1.2	<1	<2	12	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	19-May-16	1.07	<1	2	15	<1	0.78
ANM-472	GRAB	3275 Sunnyside Road	19-May-16	0.97	<1	<2	13	<1	0.3
ANM-471	GRAB	1175 East Road	25-May-16	0.95	<1	<2	12	<1	0.4

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	25-May-16	1.01	<1	<2	15	<1	0.55
ANM-473	GRAB	2505 Elementary	25-May-16	0.23	<1	<2	11	<1	0.55
ANM-472	GRAB	3275 Sunnyside Road	25-May-16	0.78	<1	<2	10	<1	0.42
ANM-473	GRAB	2505 Elementary	2-Jun-16	<0.04	<1	<2	17	<1	0.23
ANM-470	GRAB	2697 Sunnyside Road	2-Jun-16	0.38	<1	<2	15	<1	0.25
ANM-472	GRAB	3275 Sunnyside Road	7-Jun-16	0.75	<1	<2	13	<1	0.3
ANM-473	GRAB	2505 Elementary	7-Jun-16	0.35	<1	2	19	<1	0.36
ANM-470	GRAB	2697 Sunnyside Road	7-Jun-16	0.62	<1	<2	15	<1	0.39
ANM-471	GRAB	1175 East Road	7-Jun-16	0.55	<1	<2	14	<1	0.36
ANM-472	GRAB	3275 Sunnyside Road	21-Jun-16	0.8	<1	<2	15	<1	0.26
ANM-473	GRAB	2505 Elementary	21-Jun-16	<0.04	<1	[contamination; cg around edge of plate] LA	18	<1	0.25
ANM-470	GRAB	2697 Sunnyside Road	21-Jun-16	0.65	<1	<2	15	<1	0.28
ANM-471	GRAB	1175 East Road	21-Jun-16	1.15	<1	<2	14	<1	0.33
ANM-472	GRAB	3275 Sunnyside Road	6-Jul-16	0.5	<1	<2	16	<1	0.29
ANM-473	GRAB	2505 Elementary	6-Jul-16	0.65	<1	<2	16	<1	0.28

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	6-Jul-16	0.7	<1	<2	17	<1	0.34
ANM-471	GRAB	1175 East Road	6-Jul-16	1.25	<1	<2	15	<1	0.39
ANM-472	GRAB	3275 Sunnyside Road	20-Jul-16	0.82	<1	2	16	<1	0.27
ANM-473	GRAB	2505 Elementary	20-Jul-16	1.12	<1	<2	19	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	20-Jul-16	0.74	<1	<2	17	<1	0.38
ANM-471	GRAB	1175 East Road	20-Jul-16	1.09	<1	<2	15	<1	0.25
ANM-471	GRAB	1175 East Road	2-Aug-16	1	<1	2	17	<1	0.29
ANM-470	GRAB	2697 Sunnyside Road	2-Aug-16	1	<1	<2	19	<1	0.33
ANM-473	GRAB	2505 Elementary	2-Aug-16	0.65	<1	<2	22	<1	0.48
ANM-472	GRAB	3275 Sunnyside Road	2-Aug-16	0.53	<1	<2	18	<1	0.3
ANM-472	GRAB	3275 Sunnyside Road	16-Aug-16	0.56	<1	4	18	<1	0.22
ANM-473	GRAB	2505 Elementary	16-Aug-16	1.3	<1	<2	21	<1	0.28
ANM-470	GRAB	2697 Sunnyside Road	16-Aug-16	1.2	<1	<2	19	<1	0.24
ANM-471	GRAB	1175 East Road	16-Aug-16	1	<1	<2	19	<1	0.33
ANM-472	GRAB	3275 Sunnyside Road	31-Aug-16	0.75	<1	2	19	<1	0.29
ANM-473	GRAB	2505 Elementary	31-Aug-16	0.97	<1	2	20	<1	0.31

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	31-Aug-16	0.98	<1	<2	20	<1	0.75
ANM-471	GRAB	1175 East Road	31-Aug-16	1	<1	<2	20	<1	0.41
ANM-471	GRAB	1175 East Road	12-Sep-16	1	<1	<2	18	<1	0.34
ANM-472	GRAB	3275 Sunnyside Road	12-Sep-16	0.47	<1	<2	18	<1	0.38
ANM-473	GRAB	2505 Elementary	12-Sep-16	0.77	<1	<2	19	<1	0.29
ANM-470	GRAB	2697 Sunnyside Road	12-Sep-16	0.33	<1	<2	19	<1	0.29
ANM-472	GRAB	3275 Sunnyside Road	27-Sep-16	0.41	<1	<2	16	<1	0.19
ANM-473	GRAB	2505 Elementary	27-Sep-16	0.52	<1	<2	17	<1	0.24
ANM-470	GRAB	2697 Sunnyside Road	27-Sep-16	0.39	<1	<2	16	<1	0.26
ANM-471	GRAB	1175 East Road	27-Sep-16	0.52	<1	<2	16	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	13-Oct-16	0.08	<1	<2	15	<1	0.24
ANM-473	GRAB	2505 Elementary	13-Oct-16	0.38	<1	<2	15	<1	0.31
ANM-472	GRAB	3275 Sunnyside Road	13-Oct-16	0.54	<1	<2	14	<1	0.23
ANM-471	GRAB	1175 East Road	13-Oct-16	0.44	<1	<2	14	<1	0.3
ANM-472	GRAB	3275 Sunnyside Road	21-Oct-16	0.66	<1	<2	11	<1	0.36
ANM-473	GRAB	2505 Elementary	21-Oct-16	0.15	<1	<2	13	<1	0.25

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	21-Oct-16	0.76	<1	<2	13	<1	0.3
ANM-471	GRAB	1175 East Road	21-Oct-16	0.22	<1	<2	12	<1	0.36
ANM-471	GRAB	1175 East Road	24-Oct-16	0.34	<1	<2	12	<1	0.41
ANM-470	GRAB	2697 Sunnyside Road	24-Oct-16	0.66	<1	4	12	<1	0.33
ANM-473	GRAB	2505 Elementary	24-Oct-16	0.14	<1	2	12	<1	0.16
ANM-472	GRAB	3275 Sunnyside Road	24-Oct-16	0.52	<1	<2	12	<1	0.31
ANM-472	GRAB	3275 Sunnyside Road	10-Nov-16	0.35	<1	<2	12	<1	0.37
ANM-473	GRAB	2505 Elementary	10-Nov-16	0.05	<1	<2	12	<1	0.21
ANM-470	GRAB	2697 Sunnyside Road	10-Nov-16	0.5	<1	<2	12	<1	0.37
ANM-471	GRAB	1175 East Road	10-Nov-16	0.33	<1	<2	12	<1	0.46
ANM-472	GRAB	3275 Sunnyside Road	15-Nov-16	0.63	<1	<2	12	<1	0.42
ANM-473	GRAB	2505 Elementary	15-Nov-16	1.2	<1	<2	12	<1	0.35
ANM-470	GRAB	2697 Sunnyside Road	15-Nov-16	1.2	<1	<2	12	<1	0.43
ANM-471	GRAB	1175 East Road	15-Nov-16	0.39	<1	<2	12	<1	0.45
ANM-472	GRAB	3275 Sunnyside Road	21-Nov-16	0.57	<1	<2	10	<1	0.31
ANM-473	GRAB	2505 Elementary	21-Nov-16	0.15	<1	2800	10	<1	0.26

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	21-Nov-16	0.7	<1	<2	10	<1	0.33
ANM-471	GRAB	1175 East Road	21-Nov-16	0.57	<1	<2	10	<1	0.38
ANM-472	GRAB	3275 Sunnyside Road	22-Dec-16	0.31	<1	<2	7	<1	0.28
ANM-473	GRAB	2505 Elementary	22-Dec-16	0.24	<1	<2	6	<1	0.29
ANM-470	GRAB	2697 Sunnyside Road	22-Dec-16	0.64	<1	2	6	<1	0.3
ANM-471	GRAB	1175 East Road	22-Dec-16	0.26	<1	<2	7	<1	0.33

Appendix #2

Metals Monitoring



Semi Annual Metals Analysis - 2016

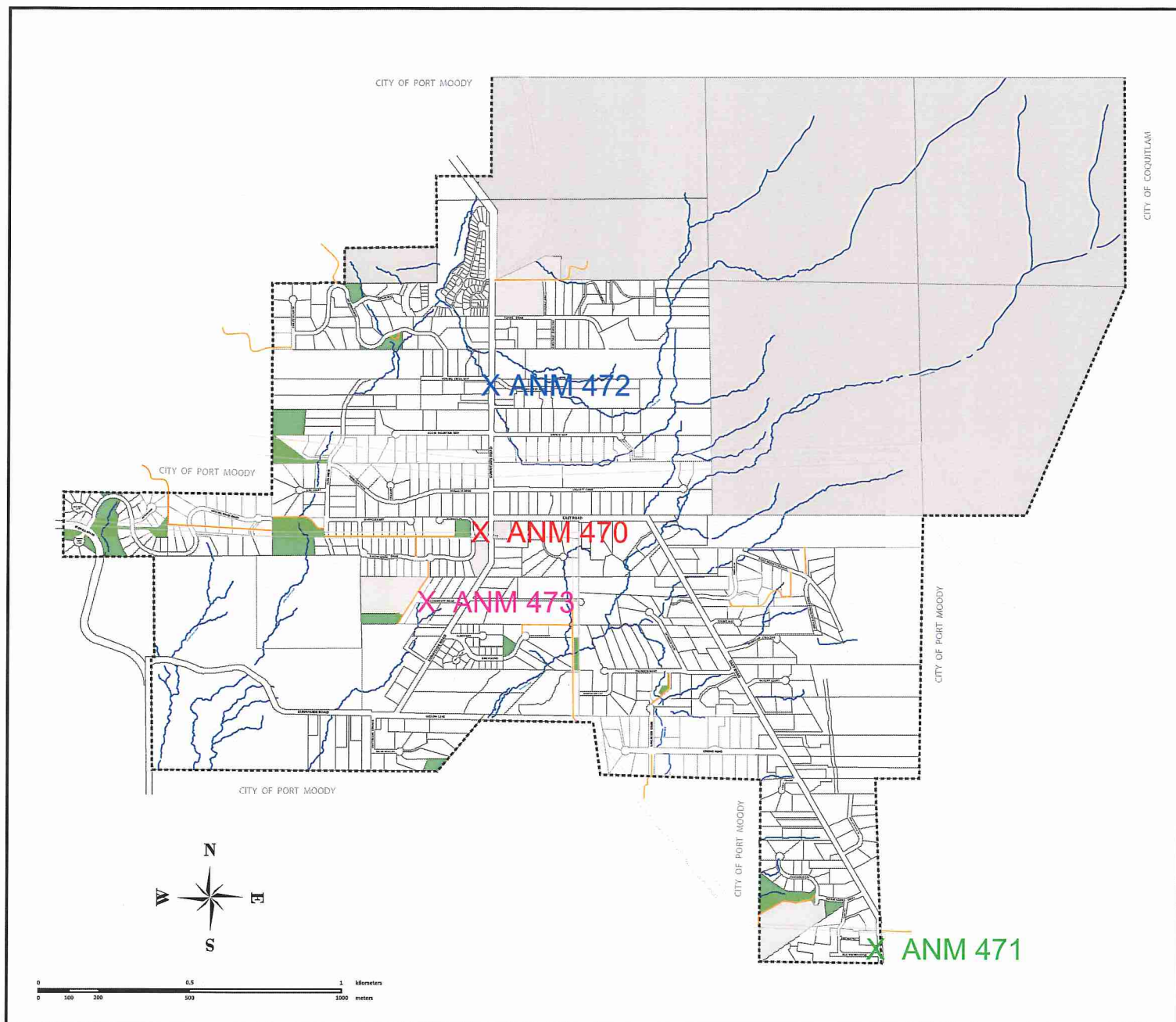
		ANM-470	ANM-472
	Sample Description	2697 Sunnyside Road	3275 Sunnyside Road
	Sample Date	24/10/2016 8:53	24/10/2016 9:05
	Sample Type	GRAB	GRAB
Aluminum Total	µg/L	146	85
Antimony Total	µg/L	<0.5	<0.5
Arsenic Total	µg/L	<0.5	<0.5
Barium Total	µg/L	3.0	3.1
Boron Total	µg/L	<10	<10
Cadmium Total	µg/L	<0.2	<0.2
Calcium Total	µg/L	1330	1570
Chromium Total	µg/L	0.38	0.29
Cobalt Total	µg/L	<0.5	<0.5
Copper Total	µg/L	21.7	7.9
Iron Total	µg/L	62	59
Lead Total	µg/L	<0.5	<0.5
Magnesium Total	µg/L	107	106
Manganese Total	µg/L	1.6	1.2
Mercury Total	µg/L	<0.05	<0.05
Molybdenum Total	µg/L	<0.5	<0.5
Nickel Total	µg/L	<0.5	<0.5
Potassium Total	µg/L	209	141
Selenium Total	µg/L	<0.5	<0.5
Silver Total	µg/L	<0.5	<0.5
Sodium Total	µg/L	7590	7750
Zinc Total	µg/L	3.8	<3.0

Appendix #3

Disinfection By-Product Monitoring

Sample	Date Sampled	THM (ppb)						HAA (ppb)						
		Bromodichloromethane	Bromoform	Chlorodibromomethane	Chloroform	Total Trihalomethanes		Dibromoacetic Acid	Dichloroacetic Acid	Monobromoacetic Acid	Monochloroacetic Acid	Trichloroacetic Acid	Total Haloacetic Acid	Total HAA Quarterly Average (Guileline Limit 80ppb/mL)
ANM-470	21/05/2015	<1	<1	<1	46	47.1		<0.5	14	<1	6	25.5	45.5	
ANM-470	20/08/2015	2	<1	<1	52	53.8		<0.5	23	<1	11	40.7	74	
ANM-470	26/11/2015	1	<1	<1	62	63.9		<0.5	27	<1	14	63	104.2	
ANM-470	03/03/2016	<1	<1	<1	51	52.6	54	<0.5	26	<1	13	48.1	88.7	78
ANM-470	02/06/2016	<1	<1	<1	45	45.7	54	<0.5	23	<1	9	35	68.2	84
ANM-470	31/08/2016	1	<1	1	39	41	51	<0.5	3	<1	<2	14.9	19.4	70
ANM-470	21/10/2016	2	<1	<1	61	64	51	<0.5	30	<1	7	45.5	83.5	65
ANM-473	21/05/2015	1	<1	<1	50	51.5		<0.5	14	<1	4	37.7	56.3	
ANM-473	20/08/2015	1	<1	<1	52	53.3		<0.5	14	<1	9	26.8	50.2	
ANM-473	26/11/2015	1	<1	<1	64	66.2		<0.5	26	<1	12	64	102	
ANM-473	03/03/2016	<1	<1	<1	47	48.5	55	<0.5	25	<1	13	40.1	78.9	72
ANM-473	02/06/2016	<1	<1	<1	45	45.6	53	<0.5	22	<1	11	29.1	62	73
ANM-473	31/08/2016	1	<1	1	45	47	52	<0.5	24	<1	9	26.3	60.1	76
ANM-473	21/10/2016	2	<1	<1	70	73	54	<0.5	4	<1	10	24.3	38.6	60

Appendix #4
Anmore Water Quality Sampling Station Map



LEGEND

Anmore Water Quality Sampling Stations

June 2014

The Village of Anmore does not assume responsibility for the correctness of this map as it is intended for general reference only.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 6, 2017

Submitted by: Juli Kolby, Chief Administrative Officer

Subject: Award of Contract – Village Centre Site Development Plan

PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the Village Centre Site Development Plan to HCMA Architecture + Design.

RECOMMENDATIONS

1. THAT Council approve the award of the Village Centre Site Development Plan project to HCMA Architecture + Design for a total contract price of \$31,300, as recommended in the report dated July 6, 2017 from the Chief Administrative Officer regarding Award of Contract – Village Centre Site Development Plan.

OR

2. THAT Council not award the contract to HCMA Architecture + Design and direct staff to seek further proposals.

BACKGROUND

As part of the 2016 5-Year Financial Plan, Council approved a project to undertake a design of the Village Centre. The first step is to commission a site development plan which will highlight the opportunities and constraints of the entire site, including Spirit Park and the treed lot to the south of the current Village Hall.

DISCUSSION

The Village, in collaboration with a consultant, developed an RFP that was issued on May 8, 2017. At the closing time, there was only one proposal received (CityState). In order to ensure best value, the Village directly solicited two additional proposals. By the secondary closing time, only one further proposal was received. The results of the evaluation ranking of both proposals is below:

Proponent	Ranking
HCMA Architecture + Design	1
CityState	2

The evaluation was undertaken separately by myself and the engaged consultant.

Report/Recommendation to Council

Award of Contract – Village Centre Site Development Plan

July 6, 2017

FINANCIAL IMPLICATIONS

The contract price of \$31,300 is within the \$60,000 budget allocated for this project.

COMMUNICATIONS / CIVIC ENGAGEMENT

Award and unsuccessful letters will be issued to the two proponents. The scope of work for the plan does not currently include public consultation regarding the site development options that will be presented in the final report.

COUNCIL STRATEGIC PLAN OBJECTIVES

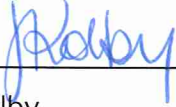
This project meets the Strategic Initiative to explore Village Hall Funding Options and Next Steps.

Report/Recommendation to Council

Award of Contract – Village Centre Site Development Plan

July 6, 2017

Prepared by:



Juli Kolby

Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 6, 2017

Submitted by: Christine Milloy, Manager of Corporate Services

Subject: Parks and Recreation Committee – Topics of Interest

PURPOSE / INTRODUCTION

To obtain approval from Council regarding the Parks and Recreation Committee's expressed topics of interest.

RECOMMENDATION

That Council authorizes the Parks and Recreation Committee to conduct a review of the following subject areas: Trail Connectivity; Partnership with TORCA; Memorial Bench Program; and Adopt a Trail Program.

BACKGROUND

Pursuant to the Committee's mandate, as included in the Terms of Reference, Council referral is required prior to the Committee undertaking new projects.

DISCUSSION

At the Parks and Recreation Committee meeting held on June 21, 2017, members expressed interest in the following subject areas:

- Stairs at Summerwood Lane
- Trail Network and Connectivity
- Partnership with TORCA
- Mossom Creek Bridge Project
- Memorial Bench Program
- Adopt a Trail Program.

At that meeting, the Committee also made requests to staff:

- For results of the drainage investigation for Spirit Park;
- To investigate the validity of the environmental study from ISL Engineering (October 14, 2015); and to establish current costs to complete the Mossom Creek Bridge Project; and
- To investigate the costs of building the stairs at Summerwood Lane.

No topics were previously assigned to this Committee term, and the Committee has chosen to focus on four highlighted areas (see recommendation).

Report/Recommendation to Council

Parks and Recreation Committee – Topics of Interest

July 6, 2017

There are no concerns for staff regarding the list of topics for review. Should Council endorse the Committee's project list, staff will then review the Committee's requests to staff.

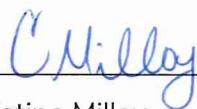
FINANCIAL IMPLICATIONS

There are no financial implications for the Committee to begin review of the project list or for staff to review the Committee's requests. If project related costs are anticipated to be greater than budgeted for, then approval of Council will be requested.

COUNCIL STRATEGIC PLAN OBJECTIVES

The projects that the Committee would like to undertake are linked to the Corporate Objective "Enrich the community through integrating physical activity, learning, and arts and culture into daily life." and its Strategic Initiative to "Establish a Connected Trail Network".

Prepared by:



Christine Milloy

Manager of Corporate Services



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 6, 2017

Submitted by: Christine Milloy, Manager of Corporate Services

Subject: Public Safety Committee – Topics of Interest

PURPOSE / INTRODUCTION

To obtain approval from Council regarding the Public Safety Committee's expressed topics of interest.

RECOMMENDATION

That Council authorizes the Public Safety Committee to conduct a review of the following subject areas: Street Lighting; Pedestrian Safety at East Road & Blackberry Drive; Traffic Concerns at Sunnyside Road & East Road; Block Watch; and Adopt a Street Program.

BACKGROUND

Pursuant to the Committee's mandate, as included in the Terms of Reference, Council referral is required prior to the Committee undertaking new projects.

DISCUSSION

At the Public Safety Committee meeting held on June 19, 2017, members expressed interest in the following subject areas, with their priority order as listed:

- Street Lighting;
- Pedestrian Safety at East Road & Blackberry Drive;
- Traffic Concerns at Sunnyside Road & East Road
- Block Watch – improve involvement, education at school level, communication to public; and
- Adopt a Street Program.

The Community also considered review of: the Wildfire Protection Plan; Steep Slope Development; and the Zoning Bylaw with respect to public safety concerns. At that meeting, it was noted that staff are currently reviewing the recommendations in the Wildfire Protection Plan, and that this Committee may have opportunity to provide comment on public safety concerns and steep slope development should Council refer the draft Zoning Bylaw to the Public Safety Committee for review and comment.

Report/Recommendation to Council

Public Safety Committee – Topics of Interest

July 6, 2017

No topics were previously assigned to this Committee term, and the Committee has chosen to focus on five highlighted areas (see recommendation).

There are no concerns for staff regarding the list of topics for review, provided that there will be no excessive resource requirements.

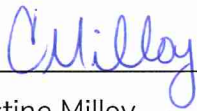
FINANCIAL IMPLICATIONS

There are no immediate financial implications. If project related costs are anticipated to be greater than budgeted for, then approval of Council will be requested.

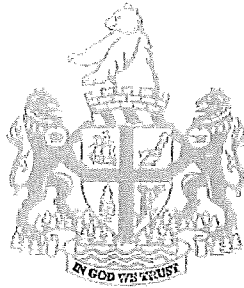
COUNCIL STRATEGIC PLAN OBJECTIVES

The projects that the Committee would like to undertake are linked to the Corporate Objective “Keep pace with best practices for the safety, operations and maintenance of municipal roads and services”, including its Strategic Initiative to “Investigate Traffic Calming and Speed Reduction”.

Prepared by:



Christine Milloy
Manager of Corporate Services



Jonathan X. Côté
Mayor

June 30, 2017

Via Email

Dear Mayor and Council,

I am writing to request your support for three resolutions submitted by New Westminster City Council to UBCM for consideration at the 2017 Convention, regarding 1) addressing homelessness, 2) restorative justice training, and 3) renovictions. The three resolutions follow below:

1) City of New Westminster resolution regarding addressing homelessness (adopted June 12, 2017)

Whereas the homeless population in Metro Vancouver increased by 29.8% between 2014 and 2017.

Whereas the federal Homelessness Partnering Strategy has focused its resources on crisis response to the chronically and episodically homeless resulting in those at-risk of homelessness not being eligible for housing support and advocacy services.

Whereas municipalities have experienced significant funding cuts to housing outreach, referral and advocacy services, and inadequate senior government funding to address addictions and mental illness are significantly impacting the sheltered and unsheltered homeless population.

THEREFORE, BE IT RESOLVED:

THAT the Union of BC Municipalities urge the Provincial Government to work collaboratively with the Federal Government to place equal emphasis on homelessness prevention and crisis response, to increase funding for housing outreach, referral and advocacy services, and to provide additional funding to address addictions and mental health.

2) City of New Westminster resolution regarding Restorative Justice training as a component of Law Enforcement training (adopted June 12, 2017)

Whereas Restorative Justice has become a valuable tool in addressing certain criminal activities, by mediating a dialogue between the victim and the offender;

And whereas this interaction creates a direct accountability, restitution and apology from the offender;

And further whereas this methods of redress reduces the volume of cases before the courts;

Therefore be it resolved that senior levels of government mandate that Restorative Justice training become a compulsory component of Law Enforcement training.

3) City of New Westminster resolution regarding Renovictions and calling for amendments to the Residential Tenancy Act (adopted June 26, 2017)

Whereas the practice of renovictions, by which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent of those units, is on the rise in our province; and

Whereas this practice is very disruptive to those impacted, including the elderly, low-income families and new immigrants, and contributes to housing unaffordability and homelessness; and

Whereas municipalities are limited in their ability to address this issue and many tenants are unaware of their rights or are reluctant to exercise them;

THEREFORE, BE IT RESOLVED:

THAT the Union of BC Municipalities urge the Provincial Government to undertake a broad review of the Residential Tenancy Act including, but not limited to, amending the Residential Tenancy Act to:

- *allow renters the right of first refusal to return to their units at a rent that is no more than what the landlord could lawfully have charged, including allowable annual increases, if there had been no interruption in the tenancy;*
- *eliminate or amend fixed-term tenancy agreements to prevent significant rent increases upon renewal; and;*

- *permit one tenant or applicant to represent and take collective action on behalf of all tenants in a building.*

If you have any questions or would like more information about these resolutions, please contact me at jcote@newwestcity.ca or 604-527-4522.

Your support is appreciated.

Yours truly,

A handwritten signature in black ink, appearing to be 'Jonathan X. Côté', written in a cursive style.

Jonathan X. Côté
Mayor

From: Melissa Yeo [<mailto:Melissa.Yeo@PrimeBC.ca>]

Sent: May-03-17 3:31 PM

To: Village.hall@anmore.com

Subject: PRIMECorp Budget

May 4, 2017

Mayor McEwen
Village of Anmore
2697 Sunnyside Road
Anmore, BC
V3H 5G9

Dear Mayor McEwen and Council,

As reported to local government and police leadership over the past four years through our Annual Report and other outreach, the Board of Directors has been focused on advancing PRIMECorp in key areas such as financial stewardship, technological resiliency, service and security. We have made substantial advancement in all areas. On behalf of the Board of Directors, I write to you today with the purpose of providing updates on two key items in advance of the publication of PRIMECorp's 2016-2017 Annual Report, which will come later in the year.

At its most recent Board of Directors meeting, the Board passed Operating and Capital budgets for the period April 1, 2017-March 31, 2018. The provincial per officer levy will be \$1093.00, which represents a 3% increase in the current levy (approximately \$32 per officer). This is in alignment with the three-year forecasts PRIMECorp first communicated to you in 2014. At that time, the Board committed to maintaining a maximum 3% per officer levy through to the end of fiscal 2017-2018 and I am very pleased to report this has occurred each year. The levy includes 2% to cover current operating costs and 1%, which will continue to be put toward a reserve (accumulated surplus) for future required investments.

The Board's support of the reserve approach, combined with the operating surpluses from the past few years, has had a significant positive impact on our ability to undertake critical projects such as a geo-redundant data centre outside the Lower Mainland and a new Data Extraction Service without requiring a substantial increase in levies. PRIMECorp continues on its positive financial path and we remain committed to our goal to provide funders with certainty and stability with regard to projected levies so that they can be contemplated in future municipal budget cycles.

I also write with regard to the recent release of the report of the Office of the B.C. Auditor General on a 2016 IT security audit of PRIME-BC. As noted in our response letter to the Auditor General and published in its report, securing and protecting the information that British Columbia's police agencies enter into the PRIME-BC system is PRIMECorp's top priority.

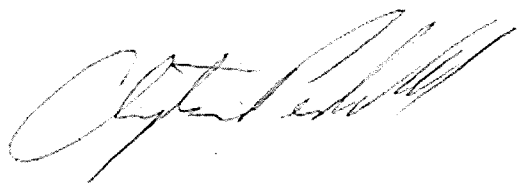
The OAG advised PRIMECorp in 2013 that PRIME-BC was protected from external cyberattacks and we were pleased that the OAG again concluded in its 2016 audit that there are adequate perimeter controls protecting PRIME-BC from external attacks launched from the Internet. We have further work to do with regard to internal controls and have appreciated the OAG's acknowledgment of the significant improvements made over the past few years. We will continue to work to maintain vigilance with regard to the prevention, early detection and swift mitigation of any threat, internal or external, that may impact PRIME-BC.

The PRIMECorp board of directors has accepted all the recommendations of the OAG, and will, on a quarterly basis, monitor the progress of the implementation of the remaining recommendations, which are anticipated to be complete by the end of 2017.

As the custodians of the police information entered into the PRIME-BC shared system, PRIMECorp understands the special role it plays in maintaining the security of that information for both public safety and officer safety. The work completed by the Auditor General will help PRIMECorp and all British Columbia police agencies face the increasing, and always evolving, security threats that face all organizations and governments in today's cyber world.

We look forward to providing you a more fulsome report and all financial highlights in our 2016-2017 Annual Report.

Sincerely,



Clayton J.D. Pecknold
Chair, PRIMECorp Board of Directors

Cc: Chief Superintendent Ray Bernoties, Chair, BC Association of Chiefs of Police
Deputy Commissioner Brenda Butterworth-Carr, RCMP E-Division
Municipal Police Chiefs
Officers in Charge, RCMP Detachments
PRIMECorp Board of Directors

- Denis Boucher, Chief Superintendent, RCMP
- Brenda Butterworth-Carr, Deputy Commissioner, RCMP
- Derek Corrigan, Mayor, City of Burnaby
- Bob Downie, Chief Constable, Saanich Police Department
- David Guscott, CEO, E-Comm
- Dave Jones, Chief Constable, New Westminster Police Department
- Peter Milobar, Mayor, City of Kamloops
- David Stuart, CAO, District of North Vancouver
- Daryl Wiebe, Superintendent, Vancouver Police Department



LGMA

July 5, 2017

Dear Mayor and Council,

On behalf of the Board of Directors of the Local Government Management Association, I am pleased to share the 2016 Annual Report with you. As a non-profit professional development and training organization created by the Union of BC Municipalities in 1919, we deeply appreciate the support and confidence elected officials place in our Association to ensure your staff have the skills, expertise and competencies to effectively serve your organization and community.

I encourage you take some time to review this Annual Report, which highlights the work the Association has undertaken over the past year, its accomplishments and the services provided to local government professionals across British Columbia. The Annual Report summarizes the key goals and strategies of the Association's Strategic Plan and tracks the performance metrics set by the Board of Directors to reflect accountability to our members and those who attend our programs and training workshops

We are also committed to making sure that a new generation of professionals will be ready to take on their roles with a range of educational and professional development offerings in leadership and management skills. The LGMA aspires to be a national and international leader in Local Government Excellence through the provision of outstanding service to the local government profession.

If you wish to receive a hard copy of the Annual Report, please contact Janet Hawkins in our office at jhawkins@lgma.ca or by phone at 250.383.7032 x225.

I welcome and appreciate any comments or feedback you may have. Thank you again for your ongoing support.

Sincerely,

Patti Bridal
President, Board of Directors, LGMA

LOCAL GOVERNMENT MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

Suite 710A-880 Douglas Street, Victoria, BC V8W 2B7 Canada
Telephone: (250) 383-7032 General E-mail: office@lgma.ca

