

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, April 17, 2018 at 7:00 p.m. in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC



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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**

5. **Adoption of Minutes**

(a) **Minutes of the Regular Council Meeting held on April 3, 2018**

Recommendation: That the Minutes of the Regular Council Meeting held on April 3, 2018 be adopted as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

*Note: Any Council member who wants to remove an item for further discussion may do so at this time.*

Recommendation: That the Consent Agenda be adopted.

8. **Items Removed from the Consent Agenda**

9. **Legislative Reports**

(a) **Official Community Plan Amendment Bylaw No. 576-2018**

Report dated April 13, 2018 from the Manager of Development Services is attached.

**10. Unfinished Business****11. New Business****(a) Upper Spirit Park Redevelopment Construction – Award of Contract**

Report presented on table.

**(b) Letter to Ministry of Environment – Anmore Green Estates Pollution Abatement Order**

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Letter dated April 11, 2018 from the Chief Administrative Officer to Ministry of Environment is attached.

**(c) TD Park People Grants**

Report presented on table.

**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**

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- Letter dated March 16, 2018 from The Corporation of the District of Peachland regarding Cannabis Sales Revenue Sharing

**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**

## REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on Tuesday, April 3, 2018  
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 Halliwell, Chief Administrative Officer  
Christine Baird, Manager of Corporate Services  
Jason Smith, Manager of Development Services

#### 1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R57/2018                      "THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

#### 3. Public Input

Nil

#### 4. Delegations

Nil

#### 5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on March 6, 2018

It was MOVED and SECONDED:

R58/2018                      "THAT THE MINUTES OF THE REGULAR COUNCIL MEETING  
HELD ON MARCH 6, 2018 BE ADOPTED AS CIRCULATED."

CARRIED UNANIMOUSLY

**6. Business Arising from Minutes**

Nil

**7. Consent Agenda**

It was MOVED and SECONDED:

R59/2018                      “THAT THE CONSENT AGENDA BE ADOPTED WITH ITEM  
7(D) REMOVED.”

CARRIED UNANIMOUSLY

**(a) Metro Vancouver – Air Quality Monitoring Report for 2015**

R60/2018                      “THAT THE LETTER DATED MARCH 1, 2018 FROM METRO  
VANCOUVER REGARDING AIR QUALITY MONITORING  
REPORT FOR 2015 BE RECEIVED; AND THAT STAFF BE  
REQUESTED TO POST THE REPORT LINK TO THE VILLAGE  
WEBSITE.”

ADOPTED ON CONSENT

**(b) School District No. 43 – Childcare Operations in School District No. 43  
(Coquitlam)**

R61/2018                      “THAT THE LETTER DATED MARCH 5, 2018 (COPIED) FROM  
SCHOOL DISTRICT NO. 43 REGARDING CHILDCARE  
OPERATIONS IN SCHOOL DISTRICT NO. 43 (COQUITLAM) BE  
RECEIVED.”

ADOPTED ON CONSENT

**(c) Union of British Columbia Municipalities – 2017 Emergency Social Services –  
Approval and Terms & Conditions**

R62/2018                      “THAT THE LETTER DATED MARCH 6, 2018 FROM UBCM  
REGARDING APPROVED FUNDING UNDER THE COMMUNITY  
EMERGENCY PREPAREDNESS FUND FOR THE 2017  
EMERGENCY SOCIAL SERVICES PROGRAM BE RECEIVED.”

ADOPTED ON CONSENT

**(e) New Westminster & District Labour Council – Workers Day of Mourning**

R63/2018                    “THAT THE LETTER DATED MARCH 8, 2018 FROM NEW WESTMINSTER & DISTRICT LABOUR COUNCIL REGARDING WORKERS DAY OF MOURNING BE RECEIVED.”

ADOPTED ON CONSENT

R64/2018                    “THAT THE MUNICIPAL COUNCIL PROCLAIMS APRIL 28, 2018 AS A DAY OF MOURNING IN THE VILLAGE OF ANMORE AND ENCOURAGES STAFF TO OBSERVE ONE MINUTE OF SILENCE AT 11:00 A.M. ON APRIL 28.”

ADOPTED ON CONSENT

**(f) Province of British Columbia – Share in Provincial Cannabis Taxation Revenue (Response)**

R65/2018                    “THAT THE LETTER DATED MARCH 12, 2018 FROM MINISTER AND DEPUTY PREMIER, CAROLE JAMES, BE RECEIVED.”

ADOPTED ON CONSENT

**(g) Anmore Elementary School – Great Walk Event on May 4, 2018**

R66/2018                    “THAT THE LETTER DATED MARCH 15, 2018 FROM ANMORE ELEMENTARY SCHOOL PAC BE RECEIVED; AND THAT STAFF BE REQUESTED TO POST NOTICES TO THE WEBSITE AND THE SIGN BOARDS ABOUT THIS EVENT.”

ADOPTED ON CONSENT

**(h) Metro Vancouver – Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the City of Port Moody – Flavelle Mill Site**

R67/2018                    “THAT THE LETTER DATED MARCH 15, 2018 FROM METRO VANCOUVER REGARDING METRO VANCOUVER 2040: SHAPING OUR FUTURE LAND USE DESIGNATION AMENDMENT REQUEST FROM THE CITY OF PORT MOODY – FLAVELLE MILL SITE BE RECEIVED; AND THAT STAFF BE REQUESTED TO ISSUE A RESPONSE LETTER TO INDICATE THAT ANMORE SUPPORTS THE AMENDMENT REQUEST FROM THE CITY OF PORT MOODY REGARDING THE FLAVELLE MILL SITE.”

ADOPTED ON CONSENT

8.    Items Removed from the Consent Agenda

- (a)    Province of British Columbia; Union of British Columbia Municipalities; and Local Government Management Association – Update on the Working Group on Responsible Conduct

It was MOVED and SECONDED:

R68/2018                    “THAT THE LETTER DATED MARCH 6, 2018 FROM THE PROVINCE; UBCM; AND LGMA BE RECEIVED.”

CARRIED UNANIMOUSLY

9.    Legislative Reports

- (a)    Noise Control Bylaw – Staff Report Back

It was MOVED and SECONDED:

R69/2018                    “THAT COUNCIL RECEIVE THE REPORT DATED MARCH 23, 2018 FROM THE MANAGER OF DEVELOPMENT SERVICES REGARDING THE NOISE CONTROL BYLAW – STAFF REPORT BACK FOR INFORMATION; AND THAT COUNCIL ENDORSE THE PURCHASE OF A DECIBEL METER THAT MEETS THE SPECIFICATIONS OUTLINED IN THE NOISE CONTROL BYLAW.”

CARRIED UNANIMOUSLY

10.   Unfinished Business

Nil

**11. New Business****(a) Dark Sky Principle – Staff Report Back**

It was MOVED and SECONDED:

R70/2018                    **“THAT COUNCIL RECEIVE THE REPORT DATED MARCH 23, 2018 FROM THE MANAGER OF DEVELOPMENT SERVICES REGARDING DARK SKY PRINCIPLES FOR INFORMATION.”**

**CARRIED UNANIMOUSLY**

**(b) VoA – Roadworks – Capital Projects**

It was MOVED and SECONDED:

R71/2018                    **“THAT COUNCIL RECEIVE THE MEMORANDUM DATED MARCH 23, 2018 FROM ISL ENGINEERING REGARDING ANMORE CAPITAL PROJECT ROADWORKS AND AUTHORIZE UPLANDS DRIVE, FROM CREEK CROSSING TO PUMP STATION; EAST ROAD, FROM BLACKBERRY TO NORTH CHARLOTTE; AND THOMSON ROAD, FROM EAST ROAD TO THE WEST END, FOR CONSTRUCTION IN 2018.”**

**CARRIED UNANIMOUSLY**

**12. Mayor's Report**

Mayor McEwen reported that:

- On March 8, he attended the International Womens Day Campaign at Westwood Plateau Golf Course.
- On March 14, he attended a Regional Parks meeting, where they discussed acquiring land in Maple Ridge.
- On March 15 and 16, he attended the BC Mayors Caucus in Squamish, where discussion matters included dispensaries, the opioid crisis, and the rural-urban divide.
- On March 16, he toured the beautiful university in Squamish, and added that Squamish is a beautiful place. He and a few other elected officials also toured a marijuana dispensary in Squamish, which was started by a former elected official. He added that a lot of work is being done to build up lower roads in the spit and with funds diversification for parks, industry, and housing.
- On March 21, a Sasamat Fire Trustees Meeting was held, where they discussed the new fire truck, which will be in service in early-June - well in advance of the 40-year anniversary on July 7, 2018.
- On March 23, he attended a TransLink meeting to approve funding for the Mayors' Vision – 10-Year Capital Plan. He received a letter from a student resident regarding

- transit issues in Anmore and he provided her with information to support her research.
- On March 25, he and Councillor Weverink joined a 3-1/2 hour clean-up of Spirit Park.
  - On March 28, in the morning, he attended a coffee talk at the TriCities Chamber of Commerce regarding matters relating to Anmore.
  - On March 28, in the afternoon, he and Juli Halliwell attended a meeting with Port Moody's Mayor, Mike Clay, and CAO, Tim Savoie, where they discussed water rates and other common interests.
  - On March 31, he attended the Easter event, where 200 people were in attendance (approximate); about 50% of that were children.
  - On April 5, a Public Information Meeting on Infill Development will be held in Council Chambers.
  - On April 7, he will attend the official opening of the Tri-Cities SPCA.
  - On Saturday, May 12 at 9:00am, the City of Port Coquitlam will hold their May Day Parade.
  - On May 16, the RCMP will hold their Officer in Charge awards ceremony.

### 13. Councillors Reports

Councillor Froese reported that:

- The Public Safety Committee would like to review best practice for visitors leaving notes on their windshields when they go biking or hiking, and wildlife safety with respect to burn regulations and restrictions.

It was MOVED and SECONDED:

R72/2018

**"TO INVESTIGATE AND IDENTIFY THE WAYS WE CAN BEST ENCOURAGE SAFE TRAIL USE, AND BRING IT BACK; AND THE BEST WAYS TO IDENTIFY AND INFORM THE PUBLIC ABOUT OPEN FIRE PERMITS, BY THE PUBLIC SAFETY COMMITTEE."**

**CARRIED UNANIMOUSLY**

Cllr Thiele reported that:

- On March 31, she attended the Easter Egg event, adding that it was a great event that was well attended.
- She noticed in the Fire Trustees meeting minutes the idea about rooftop sprinklers, which was also brought forward by a member of the former Emergency Preparedness Committee, and she expressed that it would be beneficial to investigate this further. Staff responded that the new BC Building Code prevents municipalities from instituting own-jurisdiction requirements; however, sprinklers are requirement for new subdivisions. Staff added that the issue of rooftop sprinklers is being discussed by a number of different agencies and organizations, and more information will be provided once made available.



**14. Chief Administrative Officer's Report**

Juli Halliwell reported that:

- Utility notices are expected to be mailed by end of next week.
- Residents are reminded to keep green waste bins locked until the allowable time on garbage day, to deter wildlife.
- The Village hired a new full-time labourer, Stewart Campbell. He has past experience in Anmore in the same role (temporary), and he will undertake some trail maintenance work in the near future.
- Spirit Park redevelopment design drawings will be finalized tomorrow, and the Village will solicit three quotes for award by Council on April 17.

**15. Information Items****(a) Committees, Commissions and Boards – Minutes**

- Sasamat Volunteer Fire Department Board of Trustees Meeting minutes of March 21, 2018

**(b) General Correspondence**

- Letter dated February 22, 2018 (copied) from The Corporation of the Township of Spallumcheen regarding 2018 Resolution – Asset Management
- Letter dated February 28, 2018 (copied) from Town of Ladysmith regarding Cannabis Sales Revenue Sharing
- Letter dated March 1, 2018 (copied) from Village of Port Alice regarding Revenue from Cannabis Sales – Equitable Share between Province and Local Government
- Letter dated March 8, 2018 (copied) from The Corporation of the Township of Spallumcheen regarding Human Trafficking Task Force

**16. Public Question Period**

Nil

**17. Adjournment**

It was MOVED and SECONDED:

R73/2018

**“TO ADJOURN.”**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 8:18 p.m.

Certified Correct:

Approved by:

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Christine Baird  
Manager of Corporate Services

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John McEwen  
Mayor



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: April 13, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Infill Development – OCP Amendment 1st Reading

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### Purpose / Introduction

The purpose of this report is to provide Council the opportunity to give first reading to an Official Community Plan amendment bylaw that would enable infill development and to address some of the issues raised at the public information meeting held on April 5, 2018.

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### Recommended Option

That Village of Anmore Official Community Amendment Bylaw No. 576-2018 be read a first time; And That a copy of the bylaw be provided to neighbouring local governments and to School District No. 43 for comments.

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### Background

Infill development has considerable history with this Council and the Village has been actively considering this issue for two years. Most recently Council, at its March 6, 2018 Regular Council meeting, was presented with a draft Official Community Plan (OCP) amendment and accompanying Infill Development Policy. At that meeting, Council directed staff to hold a public information meeting and then return to Council with an OCP amendment bylaw for consideration of first reading. The public information meeting on infill development was held on April 5, 2018.

### Discussion

If infill development is to be enabled it will need an amendment to the Village's OCP through an amendment bylaw (**Attachment 1**) and staff are recommending that Council also adopt an Infill Development Policy (**Attachment 2**) further outlining community expectations.

### OCP Amendment

Staff have prepared a draft OCP amendment and it outlines the intent of infill development, defines the criteria for which parcels will be considered for infill development and increases the permitted density to allow further development of infill parcels at sizes less than 1 acre.

## **Report/Recommendation to Council**

Infill Development – OCP Amendment 1st Reading

April 13, 2018

### *Policy Intent*

The intent of infill development is to allow the creation of new residences that maintain and enhance the semi-rural nature of Anmore that is serviced by the existing infrastructure. The policy reflects much of the effort and recommendations from the Mayor's Task Force on Land Use ("Task Force").

### *Criteria for Eligibility*

Staff have included a series of criteria for parcels to be eligible for infill development. These criteria are based on the Task Force's recommendations and valuable input from the Advisory Planning Commission ("APC").

The proposed criteria for eligible parcels are as follows:

1. Not have been created through a previous comprehensive development plan.  
The intent is that parcels eligible for infill development will not be ones that were created through a previous comprehensive development plan.
2. Be between 3925 m<sup>2</sup> and 8094 m<sup>2</sup> in area.  
The range was based on the minimum size of parcel that could create a second lot based on the proposed density increase and the maximum parcel size that cannot currently subdivide under existing zoning regulation. The rationale for setting the maximum parcel size is that for larger parcels, development proposals would be best considered under the comprehensive development policies of the OCP.
3. Have an average slope, as determined by a registered surveyor, equal to or less than 20%.  
Developing on steep slopes is a challenging endeavour and that challenge is heightened on smaller parcels sizes. To avoid those challenges, infill development should be limited to parcels that are more level. Having a surveyor conduct this work is the most accurate means for determining average slope.
4. Can identify a building site(s) that are equal to or less than 20% slope.  
This criteria builds off of the rationale of the previous one and requires a more level building site.

## **Report/Recommendation to Council**

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5. Not require the extension or expansion of any Village road or water infrastructure.  
To ensure and improve the financial sustainability of the Village, no expansion of public infrastructure will be permitted for infill development.
6. Have at least 50 meters of frontage on a public highway.  
The 50m requirement is intended to ensure the semi-rural character is preserved and that there is adequate spacing between homes, as well as to prevent long driveways and foster tree retention.
7. Have been in existence for a least 10 years.  
This requirement is included to discourage larger parcels that would not otherwise be eligible for infill development from subdividing off a parcel and then applying for infill development. This would encourage larger parcel owners to pursue a comprehensive development plan should they want to redevelop their property beyond current development rights.

### *Density Increase*

The OCP amendment proposes that the permitted gross density for infill development proposals be increased to 2.04 parcels per acre. The intent of this increase is to permit half acre parcels to be included as part of an infill development proposal. The number is slightly higher than 2 parcels per acre to account for historical surveying errors in Anmore and to allow for the Village to widen road right of ways to a uniform 20 m throughout the Village.

Staff have conducted an analysis given the proposed criteria and density increases. This analysis shows that there is approximately 80 parcels that would be eligible and staff believe that there may be 35 to 40 parcels that could proceed with infill development, if permitted as proposed, without having to demolish a relatively new existing home or overcoming environmental constraints. As was concluded in the original February 2017 staff report on the potential impacts of infill development, this increase in density would not have a significant impact on the projected growth scenarios in the current OCP.

### **Infill Development Policy**

Staff have recommended that the proposed OCP amendment for infill development also be accompanied by a standalone policy. The purpose of this policy is to outline more specific expectations for infill development proposals – giving both potential applicants and the community greater certainty as to what might be an acceptable infill development proposal. A

## **Report/Recommendation to Council**

Infill Development – OCP Amendment 1st Reading

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standalone policy is also more easily amended should Council's or the community's expectations change. It should be noted that this policy is not binding on Council and meeting all of the policy does not guarantee an approval for the infill development proposal.

The policy addresses the following items:

1. Parcel Sizes

The maximum density is established in the OCP but the policy is proposing that there be a range of parcel sizes permitted, as small as 1/3 of an acre, to ensure optimal community benefits.

2. Road Frontage

It is proposed that parcels created through infill development have at least a 25 m road frontage in order to protect the semi-rural character.

3. Setbacks and Parcel Coverage

New parcels will have the same setback and parcel coverage requirement as the existing RS-1 zone.

4. House Sizes

The policy addresses how to maintain the semi-rural character and appropriate house sizes when there is an existing home that will be maintained.

5. Community Amenity Contributions

An outline of the key amenities that the community is expecting from infill development is provided and a CAC target is established based on the analysis provided by GP Rollo and Associates and endorsed by Council. The intent of CAC is to ensure that the community as a whole benefits, in addition to the land owner, through the Village permitting increased development.

6. Tree Retention

Enhanced tree retention beyond the requirements of the current regulations is encouraged.

## **Report/Recommendation to Council**

Infill Development – OCP Amendment 1st Reading

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### **7. Infrastructure**

Further articulation of the importance of financial sustainability for the Village and that no new public infrastructure will be supported for infill development.

## **April 5, 2018 Public meeting**

Staff held a public information meeting on the draft OCP amendment and Infill Development Policy. It was attended by approximately 60 people on the evening of April 5, 2018. There were many questions and comments made.

Some of the key issues raised at the meeting were:

#### **1. The proposed Community Amenity Contribution (CAC) Target**

There continued to be questions about how the CAC target was arrived at and concern that it was too high. The CAC target has been the subject of much discussion and its own public meeting, staff continue to recommend that Council follow the recommendation of the land economist hired to analyze the value that would be created through an infill development proposal.

#### **2. The size of properties eligible for Infill Development**

There was some questions about the size of properties that would be eligible for infill development. The size of properties that would be eligible for infill development was established through the recommendations of the Task Force and are predicated on not having a density much higher than 2 units/acre and encouraging larger lots (lots greater than 2 acres) to pursue either subdivision under the existing zoning or a comprehensive development rezoning process that is more appropriate for larger parcels.

#### **3. The length of time parcel must exist**

There was some questioning of the requirement that a parcel be in existence for 10 years prior to being eligible for infill development. This requirement was inserted to discourage larger properties subdividing into smaller parcels that would be eligible for rezoning under infill development and then pursuing infill development to create more parcels. This is being discouraged as it is staff's view that the Village's interests would best be realized through considering larger parcels as part of a comprehensive development process and not piece meal.

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Infill Development – OCP Amendment 1st Reading

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### **Next Steps**

The next steps, should Council choose to give 1<sup>st</sup> reading to the OCP amendment bylaw, would be to consider who should formally be consulted, beyond the public and residents of Anmore, on the proposed OCP amendment. Staff recommend that the bylaw be forwarded to all neighbouring local governments and School District No. 43 for comment. Staff have prepared the necessary correspondence and will be in a position to send the draft bylaw out promptly if 1<sup>st</sup> reading is given.

The intent would be to give these groups four weeks to provide comments and provide Council with any comments received at their May 15, 2018 regular Council meeting. At that time, staff will also present Council with the opportunity to read the OCP amendment bylaw a 2<sup>nd</sup> time and set a date for the public hearing sometime in early June. The intent would be for Council to potentially consider adoption at the June 19, 2018 Regular Council meeting.

### **Other Options**

The following options are provided for Council's consideration:

1. That Village of Anmore Official Community Amendment Bylaw No. 576-2018 be read a first time; And That a copy of the bylaw be provided to neighbouring local governments and to School District No. 43 for comments.; [Recommended]

Or

2. That Council advise staff of any changes that they would like to see made to the Official Community Plan Bylaw amendment and/or Infill Development Policy.

Or

3. That Council advise staff that it does not wish to proceed with consideration of infill development.

### **Financial Implications**

There are no financial implications for any of the options presented.

### **Attachments:**

1. Village of Anmore Official Community Plan Amendment Bylaw No. 576-2018
2. Infill Development Policy (draft)



**Report/Recommendation to Council**

Infill Development – OCP Amendment 1st Reading

April 13, 2018

**Prepared by:**

C. Band

ph Jason Smith

Manager of Development Services

**Reviewed for Form and Content / Approved for Submission to Council:**

**Chief Administrative Officer's Comment/Concurrence**

John H. H. H.

Chief Administrative Officer

## BYLAW NO. 576-2018

A bylaw to amend the Official Community Plan

**WHEREAS** the Local Government Act authorizes a municipality to amend its community plan from time to time;

**AND WHEREAS** the Municipal Council of the Village has determined that it would be in the best interest of the Village to provide provision for infill development;

**NOW THEREFORE** the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

- 1) That this bylaw may be cited for all purposes as "Village of Anmore Official Community Plan Amendment Bylaw No. 576-2018".
- 2) That Village of Anmore Official Community Plan Bylaw No. 532, 2014 be amended by inserting the following text after Policy RLU-15:

"Policy RLU-16

The Village supports infill development and subsequent creation of new residences that maintain the existing semi-rural nature of Anmore. Infill development is the creation of new parcels within the existing developed area of the Village of Anmore that are serviced by existing infrastructure. The intent of infill development is that it will enhance and not take away from the look and feel of the neighbourhood – it is expected that any new infill homes will blend into the existing neighbourhood, minimize the disturbance to natural environment and will adhere to the same setbacks as the existing neighbourhood. Infill development should be guided by an Infill Development Policy that outlines the specific requirements that the community expects from infill development to ensure that it meets the intent of this policy.

The maximum density allowed for infill development is 2.04 parcels per acre.

Parcels that are eligible for consideration under this policy must:

1. Not have been created through a previous comprehensive development plan;
2. Be between 3925 m<sup>2</sup> and 8094 m<sup>2</sup> in area;
3. Have an average slope, as determined by a registered surveyor, equal to or less than 20%;
4. Be able to identify a building site(s) that are equal to or less than 20% slope;
5. Not require the extension or expansion of any Village road or water infrastructure;

6. Have at least 50 m of frontage on a public highway; and
7. Have been in existence for a least 10 years."

**READ** a first time the                      day of,    2018

**READ** a second time the                      day of,    2018

**PUBLIC HEARING HELD** the                      day of,    2018

**READ** a third time the                      day of,    2018

**ADOPTED** the                      day of,    2018

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MAYOR

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MANAGER OF CORPORATE SERVICES

Certified to be a true and correct copy of the "Village of Anmore Official Community Plan Amendment Bylaw No. 576-2018" adopted by the Municipal Council of the Village of Anmore the [DATE] day of [MONTH, YEAR].

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Manager of Corporate Services

## **Infill Development Policy**

Infill development is the creation of new parcels and homes within the already developed area of Anmore. To ensure that this new development maintains and enhances the semi-rural character of the Village the Infill Development Policy has been developed. The policy is intended to provide guidelines and to articulate the community's expectations as to how infill development should take shape. It should be noted that the policy is a framework for determining possible public benefits related to development and does not limit Council's ability to reject or approve such applications.

### **1. Parcel Sizes**

- The maximum density that is permitted in the Official Community Plan (OCP) for infill development is 2.04 parcels per acre. The expectation is that most new parcels created through infill development will be approximately  $\frac{1}{2}$  acre in size. Parcels as small as  $\frac{1}{3}$  of an acre will be considered in compelling circumstances such as to enhance tree preservation, the provision of public trails or other community benefit.

### **2. Road Frontage**

- To maintain the semi-rural character and to maintain green space between homes, all parcels created through infill development must have a 25 m frontage on a public highway.

### **3. Setbacks and parcel coverage**

- To maintain the Village of Anmore's semi-rural character and to ensure that new development is consistent with the existing development in the neighbourhood, the RS-1 setbacks and parcel coverage requirements must be maintained for all parcels.

### **4. House sizes**

- House size shall be associated to parcel size and homes built on an acre can be twice the size of a half-acre. If an existing principal dwelling and accessory buildings are to be maintained on one of the new parcels, the floor area that is in excess of the requirements for the new parcel containing the existing structures should be subtracted from the permitted floor area on the newly created parcel(s) that do not contain existing structures to help ensure that the semi-rural character is maintained and that the landscape not be dominated by large buildings that are not in keeping with the parcel size. The restriction on floor area for the newly created parcel should be covenanted and kept in place for 10 years. After 10 years then the current zoning restrictions would come into full effect (currently 25% of parcel size). If more than two parcels are being created through infill development and there is a circumstance where existing buildings

are being maintained on one of the parcels the floor area restriction should be divided equally amongst the new parcels.

#### 5. Community Amenity Contributions

- To ensure that infill development enhances the larger community, amenities will be expected, the following amenities are seen as particularly desirable for the community:
  - o Trails – provision of trails, dedicated as part of a public right of way, will be considered to enhance connectivity throughout the Village;
  - o Riparian Areas – Protection of the natural environment is an important value for the Village and preserving riparian areas in public ownership is an important component of protecting this valuable resource; and/or
  - o New Community Space/Municipal Hall – The Village needs a community gathering space and a new municipal hall. This is a costly project for a Village with limited financial means.

To realize these amenities a community amenity contribution target of \$150,000.00 has been established based on an analysis provided by G.P. Rollo and Associates. A combination of land and financial contribution will be considered where feasible and it is in the community's interest.

#### 6. Tree Retention

- Trees and green space are an important component of the semi-rural character of the Village. Infill development proposals should pursue tree retention and protection plans that exceed to current 20% retention requirement in the Tree Cutting Bylaw for both parcels. Trees along the road frontage and between homes are particularly important in maintain the semi-rural character.

#### 7. Infrastructure

- Financial sustainability is imperative for the Village, therefore any proposed infill development must not require the expansion of public infrastructure, in particular new roads and water lines.

April 11, 2018

Dan Bings, Operations Manager ~ Compliance Section  
**Ministry of Environment and Climate Change Strategy**  
Environmental Protection Division  
Regional Operations Branch  
Ste. 400- 640 Borland Street  
Williams Lake, BC V2G 4T1

Re: Anmore Green Estates Pollution Abatement Order

Dear Mr. Bings:

The Village of Anmore (the Village) would like to clarify its position on sewage treatment and request further action from the Ministry of Environment to resolve the issues of on-site sewage treatment at Anmore Green Estates.

The Village has been clear from the beginning of this process that it will maintain the Village's long standing position that all residents are responsible for treating their own sewage on-site and that the Village will not be joining the Metro Vancouver Sewerage and Drainage District (MVS&DD). This has been communicated explicitly to the Anmore Green Estates Strata Corporation (AGE) on numerous occasions over the last few years – most recently in October 2016 and again in May/June 2017.

Despite this clear position from the Village, AGE and its consultants are only willing to put forward the unrealistic solution of sewer connection as the only possible way to resolve the pollution abatement order and are unwilling to consider any other possible solution to resolve this issue.

The Village is of the opinion, based on discussions with its consultants, that through modifications to the existing permit, AGE can comply with the Ministry of Environment's regulation and safely treat its sewage onsite. However this ultimately is a matter for the approval of the Ministry of Environment.

The Village is pleased that the Ministry of Environment is finally directing AGE to consider on-site solutions to address the pollution abatement order requirements and cease the pursuit of the sewer connection option. The Village is more than happy to offer its assistance to the Ministry of Environment and the Anmore Green Estates Strata in pursuing an on-site solution and has communicated that consistently to AGE and its consultants. The Village is not willing to invest any further effort in discussion regarding membership in the MVS&DD as our position is clear and not open to change with regards to the situation at Anmore Green Estates.

The Village is concerned as to who will choose the peer reviewer and direct their work – it is not clear from the communication we have received to date. The Village feels strongly that the peer reviewer should be chosen by the Ministry of Environment and that the only role for representatives of AGE is to respond to questions from the peer reviewer.

The Village respectfully requests that deadlines be established and enforced with regards to the peer review. This will give some confidence to the Village and its residents that the Ministry of Environment will require AGE to comply with its regulations and implement a long term solution to AGE treating its sewage onsite in a timely manner.

Sincerely,

*for* 

**Juli Halliwell** SCMP, CRM  
Chief Administrative Officer  
T 604 469 9877  
[Juli.halliwell@anmore.com](mailto:Juli.halliwell@anmore.com)

CC: AGE, School District 43, City of Port Moody



## *The Corporation of the District of Peachland*

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March 16, 2018

The Honourable Selina Robinson  
Minister of Municipal Affairs and Housing  
P.O. Box 9056 STN. PROV. GOVT  
Victoria, BC V8W 9E2

Dear Minister Robinson,

Re: Cannabis Sales Revenue Sharing

As expressed by other local governments, the District of Peachland has concerns related to the fair distribution of the revenue generated by the sale of cannabis, among all orders of government including local governments.

The potential costs and responsibilities related to the legalization of cannabis without a confirmed source of additional funding could place a large burden on local governments. A Federation of Canadian Municipalities (FCM) paper is stating that the impact may affect policing, fire services, building codes, city planning, municipal licensing and standards, public health, social services and communications. Current discussions regarding revenue sharing involve the federal and provincial governments with no inclusion of local governments.

The District of Peachland respectfully requests your support in providing fifty percent (50%) of the provincial share of the cannabis tax sharing formula, as an adequate and equitable share to support costs and services incurred by local governments.

Thank you for your consideration.

Sincerely,

Cindy Fortin  
Mayor

c: UBCM Member Municipalities

**RECEIVED**

**MAR 29 2018**

VILLAGE OF  
ANMORE