

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, April 30, 2019 at 7:00 p.m. 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) **BC Hydro – Coquitlam Gates Tunnel Project**

Presentation by BC Hydro Staff members:

Brock Radloff, Senior Engineer

Andrew Walter, Natural Resource Specialist

Page 5 (b) **Anmore Green Estates – Strata Council – sewer connection and Liquid Waste Management Plan**

5. **Adoption of Minutes**

Page 6 (a) **Minutes of the Regular Council Meeting held on April 16, 2019**

Recommendation: That the Minutes of the Regular Council Meeting held on April 16, 2019 be adopted as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

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

Recommendation: That the Consent agenda be adopted.

- Page 13 **(a)** **Metro Vancouver – 2018 Regional Parking Study – Key Findings** - Full report available <http://www.metrovancouver.org/services/regional-planning/transportation/regional-parking-studies/Pages/default.aspx>

Recommendation: THAT Council receive the letter from Metro Vancouver dated April 15, 2019 regarding Metro Vancouver 2018 Regional Parking Study – Key Findings, for information.

- Page 21 **(b)** **Metro Vancouver Drinking Water Conservation Plan Guide** – Full plan available <http://www.metrovancouver.org/services/water/WaterPublications/DrinkingWaterConservationPlan.pdf>

Recommendation: THAT Council receive the letter from Metro Vancouver dated April 16, 2019 regarding Metro Drinking Water Conservation Plan, for information.

- Page 26 **(c)** **Metro Vancouver Office Development in Metro Vancouver's Urban Centres – 2018 Update** – Full Update available http://www.metrovancouver.org/services/regional-planning/PlanningPublications/Office_Development_in_Metro_Vancouver's_Urban_Centres-2018Update.pdf

Recommendation: THAT Council receive the letter from Metro Vancouver dated April 24, 2019 regarding Office Development in Metro Vancouver's Urban Centres, for information.

- Page 35 **(d)** **Communication from Union of BC Municipalities dated April 16, 2019 regarding 2017 CEPF: Emergency Social Services – Increase Local Capacity: Training & Trailer**

Recommendation: THAT Council receive the letter from Union of BC Municipalities dated April 16, 2019 regarding CEPF: Emergency Social Services – Increase Local Capacity: Training & Trailer, for information.

- Page 36 **(e)** **CARIP Survey Public Reporting**

Recommendation: THAT the report dated April 26, 2019 from the Manager of Development Services regarding CARIP Survey Public Reporting be received, for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

Page 38 **(a) 2307 Sunnyside Road – Proposed Comprehensive Development Rezoning**

Report dated April 26, 2019 from the Manager of Development Services attached.

Page 49 **(b) Anmore Five-Year Financial Plan Bylaw No. 595-2019**

Recommendation: That Council adopt Anmore Five-Year Financial Plan Bylaw No. 595-2019.

Page 53 **(c) Anmore Tax Rates Bylaw No. 596-2019**

Recommendation: That Council adopt Anmore Tax Rates Bylaw No. 596-2019.

10. Unfinished Business

11. New Business

Page 57 **(a) Infill Development Policy and the Community Amenity Contribution Target**

Report dated April 26, 2019 from the Manager of Development Services attached.

(b) Lower Mainland Local Government Association (LMLGA) Conference – May 8-10, Harrison Hot Springs, BC

Recommendation: That Council authorize Councillor Polly Krier to attend the 2019 LMLGA Conference to be held May 8 – 10, 2019 in Harrison Hot Springs, BC

12. Recommendations of Committees.

None.

13. Mayor's Report

14. Councillors Reports

15. Chief Administrative Officer's Report

16. Information Items

None.

17. 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.

18. Adjournment

Delegation to Council Request Form

Contact Information

Name of presenter: _____

Name of organization: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Presentation Information

Preferred meeting date at which you wish to appear (if known): _____

Number of person(s) expected to attend: _____

Reason(s) for presentation:

☐ To provide information

☐ To request funding

☐ To request letter of support

☐ Other _____

Resources:

☐ 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.baird@anmore.com or delivered to village hall.

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

REGULAR COUNCIL MEETING – AGENDA

Minutes for the Regular Council Meeting scheduled for
Tuesday, April 16, 2019 at 7:00 p.m. in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Polly Krier
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Tim Laidler

OTHERS PRESENT

Juli Halliwell, CAO
Karen Elrick, 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:

R297 THAT THE AGENDA BE APPROVED AS AMENDED TO INCLUDE THE
 ADDITION OF ITEM 11 (A) LIQUID WASTE MANAGEMENT PLAN AS
 DISTRIBUTED BY ADDENDUM.

CARRIED UNANIMOUSLY

3. Public Input

Charles Christie, Anmore, spoke regarding sewer connection at Anmore Green Estates and timeline for hook up.

Coleen Hackinen, Anmore, spoke regarding the Liquid Waste Management Plan (LWMP) and provided a marked up copy of the LWMP with suggested edits related to grammar, and legislation references. Noted concerns regarding presumption of LWMP that a future extension beyond Anmore Green Estates would be contemplated and concerns related to recovery of Village expenses including administration of staff resources.

Jerry Freeman, Anmore, spoke regarding the Liquid Waste Management Plan and concerns regarding public consultation, viable solutions for Anmore Green Estates, and sought clarity on who would pay for Greater Vancouver Sewer and Drainage District membership and related costs.

4. **Delegations.**

5. **Adoption of Minutes**

(a) **Minutes of the Regular Council Meeting held on April 9, 2019**

It was MOVED and SECONDED:

R298 THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON APRIL 9, 2019 BE ADOPTED AS CIRCULATED.

CARRIED UNANIMOUSLY

6. **Business Arising from Minutes**

7. **Consent Agenda**

It was MOVED and SECONDED:

R299 THAT THE CONSENT AGENDA BE ADOPTED.

CARRIED UNANIMOUSLY

(a) **New Westminster & District Labour Council – Day of Mourning for Workers Killed and Injured on the Job.**

Recommendation: THAT Council receive the letter from New Westminster & District Labour Council dated March 11, 2019, for information; AND
THAT Council proclaim April 28, 2019 in the Village of Anmore, as a Day of Mourning for Workers Killed and Injured on the Job and encourage Staff to observe one minute of silence at 11:00 a.m. on April 28, 2019.

(b) **Council Committee Appointments – release of resolution from In Camera**

Meeting held on April 9, 2019:

At the In Camera meeting held on April 9, 2019, Council authorized the release of the following resolutions:

“THAT Council appoint Chloe Heisler to the Community Engagement, Culture, and Inclusion Committee for a two year term commencing April 1, 2019, and that Council appoint Jay Sheere to the Parks and Recreation Committee for a two year term commencing April 1, 2019.”

8. Items Removed from the Consent Agenda**9. Legislative Reports****(a) Anmore Five-Year Financial Plan Bylaw No. 595-2019**

Ms. Juli Halliwell, CAO, provided a Powerpoint presentation of the Five-Year Financial Plan which is included as Attachment 1 and forms part of the original minutes:

Points included:

- Legislative requirements
- Budget process
 - Draft budget presented to Financial committee March 7, 2019
- Overview of revenue and expenditure changes
- Asset replacement levy
- Proposed budget impact on property tax increase of 9.4% is based on the average assessed value and would result in a \$227 increase
- 2019-2023 capital budget overview
- 2018-2022 Water Budget

Members of the public were invited to ask questions and provide comments and points included:

- Number of water meter replacements anticipated. It was noted that replacements will be conducted as needed within the \$5,000 budget allotment.
- Clarification on breakdown of expenditures. It was noted that a detailed budget is included in the March 7, 2019 Finance Committee Agenda which is posted on the Village Website or through contacting staff.
- Cost of solid waste disposal and that flat fee provides no incentive for those who choose to reduce their solid waste disposal.

It was MOVED and SECONDED:

R300 THAT COUNCIL GRANT ANMORE FIVE-YEAR FINANCIAL PLAN
BYLAW NO. 595-2019 FIRST, SECOND, AND THIRD
READINGS.

CARRIED UNANIMOUSLY

(b) Anmore Tax Rates Bylaw No. 596-2019

It was MOVED and SECONDED:

R301 THAT COUNCIL GRANT ANMORE TAX RATES BYLAW NO.
596-2019 FIRST, SECOND, AND THIRD READINGS.

CARRIED UNANIMOUSLY

10. Unfinished Business

11. New Business

(a) Liquid Waste Management Plan

Mr. Jason Smith, Manager of Development Services, provided an overview of the Liquid Waste Management Plan (LWMP) noting that the LWMP was prepared in order to comply with the Ministerial Order issued to the Village of Anmore.

It was MOVED and SECONDED:

R302 THAT COUNCIL ADOPT THE VILLAGE OF ANMORE LIQUID
WASTE MANAGEMENT PLAN, AS AMENDED TO CORRECT
GRAMMATICAL, SPELLING, AND LEGISLATIVE REFERENCES,
AND REQUEST STAFF TO SUBMIT IT TO THE MINISTRY OF
ENVIRONMENT AND CLIMATE CHANGE FOR APPROVAL.

CARRIED UNANIMOUSLY

12. Recommendations of Committees.**(a) Parks and Recreation Committee Meeting held on April 3, 2019**

It was MOVED and SECONDED:

R303 THAT COUNCIL ENDORSE DEVELOPMENT OF LAND
ACQUISITION STRATEGIES FOR ADDITIONAL TRAIL
NETWORK SYSTEMS.

CARRIED UNANIMOUSLY

Discussion points included:

- Need for resources for connectivity and trail extensions
- Privately owned real estate, land right of way, or trail dedication could be contemplated

It was MOVED and SECONDED:

R304 THAT COUNCIL DIRECT STAFF TO EXPLORE THE FINANCIAL
VIABILITY OF PROCEEDING WITH CONSTRUCTION OF THE
STAIRWAY TRAIL TO THE HATCHERY.

CARRIED UNANIMOUSLY

13. Mayor's Report

Mayor McEwen report that:

- April 10 met with Juli Halliwell and SD 43 regarding sewer hook up
- April 10 attended Metro Vancouver Finance and Intergovernmental Committee
- April 11 attended Metro Vancouver Water meeting.
- April 11 attended Sasamat Volunteer Fire Department preliminary meeting in preparation for meeting this week to discuss next steps forward
- April 11 attended celebration of OIC Sean Maloney's retirement
- April 11 attended Belcarra volunteer appreciation
- April 15 participated in interviews for new RCMP Officer in Charge
- April 16 attended School District 43 Board meeting

14. Councillors Reports

Councillor Krier reported that:

- Attended Supt. Sean Maloney retirement celebration
- Community Engagement, Culture, and Inclusion Committee meeting:
 - Scheduling another dementia workshop
 - Would like to schedule a Picnic in the Park this summer
 - Bring Ma Murray back to May Murray Day.

15. Chief Administrative Officer's Report

- Easter Egg Hunt on Saturday
- Volunteer appreciation will take place on May 14

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

- Minutes of the Environment Committee meeting held on October 18, 2018
- Minutes of the Parks and Recreation Committee held on November 21, 2018
- Draft Minutes of the Parks and Recreation Committee held on April 3, 2019

(b) General Correspondence

- Communication from Tri-Cities Pride Society dated April 2, 2019

17. Public Question Period

Charles Christie, Anmore, spoke regarding potential grant opportunity for Village Hall

Doug Richardson, Anmore, spoke regarding clarification of Parks and Recreation Committee recommendation, minutes of committee meetings included on agenda, and comprehensive development zoning

Charles Christie, Anmore, spoke regarding sewer system costs, and effects of chlorine in drinking water

Doug Richardson, Anmore, spoke regarding septic at Countryside

18. Adjournment

It was MOVED and SECONDED:

“TO ADJOURN.”

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:00 p.m.

Karen Elrick
Corporate Officer

John McEwen
Mayor

APR 15 2019

File: CR-12-01
Ref: RD 2019 Mar 29

Mayor John McEwen and Council
Village of Anmore
2697 Sunnyside Road RR1
Anmore, BC V3H 5G9

RECEIVED

APR 16 2019

VILLAGE OF
ANMORE 

Dear Mayor McEwen and Council:

Re: The 2018 Regional Parking Study – Key Findings

On behalf of the Metro Vancouver Board of Directors, I am pleased to provide you with the enclosed copy of The 2018 Regional Parking Study – Key Findings for your reference.

At its March 29, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) adopted the following resolutions:

That the MVRD Board:

- a) *receive for information the report dated February 15, 2019, titled “The 2018 Regional Parking Study – Key Findings”; and*
- b) *write letters to share the key findings of the 2018 Regional Parking Study and Technical Report to the Mayors’ Council on Regional Transportation, the TransLink Board of Directors, and the Councils of member jurisdictions.*

The 2018 Regional Parking Study is a major planning research initiative that was co-led by TransLink and Metro Vancouver. The Study provides timely information to local municipal planning and engineering staff as a consideration for municipal parking bylaw updates, rezoning and development reviews, developing neighbourhood and corridor plans, and street parking management efforts.

Parking is a cross-cutting policy issue in *Metro Vancouver 2040: Shaping Our Future (Metro 2040)*, the regional growth strategy, the *Regional Affordable Housing Strategy*, and TransLink’s *Regional Transportation Strategy*. *Metro 2040* encourages municipalities to establish or maintain reduced residential and commercial parking provision in Urban Centres and Frequent Transit Development Areas. *The Regional Affordable Housing Strategy* advocates for parking supply reductions to improve the financial viability of new rental housing development. And, the *Regional Transportation Strategy* recognizes parking management as a form of transportation demand management.

29140956

For more information, please visit metrovanancouver.org and search “Regional Parking Studies”.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sav Dhaliwal', written in a cursive style.

Sav Dhaliwal
Chair, Metro Vancouver Board

SD/NC/rk

Encl: Report dated February 15, 2019 titled, “The 2018 Regional Parking Study – Key Findings”
(Doc# 28594978)

To: Regional Planning Committee

APR 16 2019

From: Raymond Kan, Senior Planner, Regional Planning

VILLAGE OF
ANMORE 

Date: February 15, 2019

Meeting Date: March 8, 2019

Subject: **The 2018 Regional Parking Study – Key Findings**

RECOMMENDATION

That the MVRD Board:

- a) receive for information the report dated February 15, 2019, titled “The 2018 Regional Parking Study – Key Findings”; and
 - b) write letters to share the key findings of the 2018 Regional Parking Study and Technical Report to the Mayors’ Council on Regional Transportation, the TransLink Board of Directors, and the Councils of member jurisdictions.
-

PURPOSE

To communicate the 2018 Regional Parking Study key findings and seek MVRD Board approval to distribute the key findings of the 2018 Regional Parking Study and Technical Report to TransLink and Metro Vancouver’s member jurisdictions.

BACKGROUND

The 2018 Regional Parking Study (the Study) was co-led by TransLink and Metro Vancouver to expand the knowledge base of multi-residential (apartment) parking supply and demand in different areas of the region. Preliminary observations from the three phases of data collection were presented to the Regional Planning Committee over three meetings in 2018, and to staff advisory committees. The key findings of the Study have now been finalized and are ready for distribution.

THE REGIONAL PARKING STUDY

The 2018 Regional Parking Study is an update to the 2012 Apartment Parking Study, which was the first regional study of apartment parking supply and demand in Metro Vancouver and, at the time, the largest study ever undertaken in Canada and the United States. In general, these studies provide timely information and data to municipal planning and engineering staff as a consideration during parking bylaw updates, as well as rezoning and development permit reviews. Depending on the type of development, improving the match between supply and demand can also support housing affordability objectives.

Residential parking is a cross-cutting policy issue in *Metro Vancouver 2040: Shaping Our Future* (Metro 2040), the regional growth strategy, and TransLink’s *Regional Transportation Strategy*. Metro 2040 encourages municipalities to establish or maintain reduced residential and commercial parking provision in Urban Centres and Frequent Transit Development Areas, while the *Regional Transportation Strategy* recognizes parking management as a form of transportation demand management.

Components of the 2018 Regional Parking Study

The Study collected data on 73 apartment sites across the region during the Fall/Winter 2017, and comprises three components: a Parking Facility Survey, Street Parking Survey, and Household Survey.

Parking Facility Survey

The purpose of the Parking Facility Survey was to capture parking utilization at peak times in a selection of apartment sites throughout the region. Access to 73 apartment sites was granted by the respective strata councils and/or property management companies. Surveyors entered parking facilities to complete the counts generally after 11:00pm on weeknights (i.e. Monday – Thursday) to ensure that the highest parking utilization was being captured. The surveyors also collected information on: the number of residential and visitor parking stalls; the number of parked vehicles; the presence of secured bicycle parking; and the presence of dedicated plug-in electric vehicle chargers.

Street Parking Survey

The 2012 study recognized that a more holistic and systems-based approach toward on-site and street parking is warranted. It was also noted that a limitation of the initial study was the lack of quantitative information on street parking utilization. The purpose of the Street Parking Survey as part of this latest iteration of the Study was to capture parking utilization on the streets within walking distance (~200 metres) of the surveyed apartment sites. Surveys were undertaken on weekdays (i.e. Monday – Thursday) between 6:30pm-8:30pm and 10:00pm-12:00am, and on Saturdays between 6:30pm-8:30pm.

Household Survey

The purpose of the voluntary Household Survey was to obtain additional contextual information about the residents who live in the participating apartment buildings, such as: vehicle ownership; whether they own or rent their dwelling unit and parking stall(s); visitor parking patterns; bicycle parking conditions; interest in purchasing plug-in electric vehicles; willingness to forgo a parking stall; and basic demographic information. Approximately 1,500 completed surveys, both online and hard copy, were returned out of 11,000 households in the survey area.

Project Advisory Group

In addition to consulting with the Regional Planning Advisory Committee and the Regional Transportation Advisory Committee on the Study's scope in 2017, Regional Planning established a Project Advisory Group as a means for local jurisdiction representatives to shape the scope and to review the data analysis. The Project Advisory Group comprised a self-selected group of planners and engineers representing nine local jurisdictions with an interest or expertise in parking issues. The multidisciplinary composition of the Project Advisory Group was in keeping with parking being a cross-cutting issue affecting many aspects of community planning and engineering in the region. The Project Advisory Group has shown interest in TransLink and Metro Vancouver staff to continue to convene the group on a regular basis to address and share knowledge around parking policies and management going forward.

Engagement

A key lesson learned from the 2012 study was the need to engage regularly with staff from member jurisdictions and the Regional Planning Committee. The feedback received has been useful in helping to shape the scope, conduct of the analysis, and the interpretation of the findings of the Study.

Regional Planning staff presented preliminary observations of the component parts of the Study to the following committees in 2018:

- Preliminary Observations of Parking Facility Survey:
 - Regional Planning Advisory Committee – May 11, 2018
 - Regional Planning Committee – June 8, 2018
 - City of Burnaby planning staff – June 21, 2018
 - Regional Transportation Advisory Committee – June 27, 2018
 - Housing Committee – July 13, 2018 (information item; no presentation)
- Preliminary Observations of Street Parking Survey:
 - Regional Planning Advisory Committee – July 13, 2018
 - Regional Transportation Advisory Committee – July 26, 2018
 - Regional Planning Committee – September 7, 2018
- Preliminary Observations of Household Survey
 - Regional Planning Advisory Committee – October 19, 2018
 - Regional Transportation Advisory Committee – November 29, 2018
 - Regional Planning Committee – October 5, 2018

Key Findings

The key findings of the 2018 Regional Parking Study are consistent with those in the 2012 study, with some new insights about street parking. Member jurisdictions and the housing development community will be encouraged to review and engage in a dialogue about the key findings and technical report (Attachment) to supplement local data and contexts as appropriate. It is anticipated that the findings and data will: inform the review of apartment rezoning and development applications; municipal parking bylaw reviews; considering the impacts and needs of rental housing projects; the preparation of area and neighbourhood plans; and street parking management efforts.

The key findings are:

- | |
|---|
| 1. For both rental and strata buildings, apartment parking supply exceeds use across the region. |
|---|

Supporting information (based on the Parking Facility Survey and Household Survey):

- For strata apartment buildings, parking supply exceeds utilization by 42 percent;
- For market rental apartment buildings, parking supply exceeds utilization by 35 percent;
- For mixed tenure and mixed rental apartment buildings, parking supply exceeds utilization by 41 percent;
- Parking supply exceeds utilization in strata and rental apartment buildings across the region;

- Parking supply appears to be declining for newer strata and market rental apartment buildings;
- Small strata or market rental units (0 or 1 bedroom units, or unit less than 800 sq.ft.) tend to have at most 1 parked vehicle per unit;
- The smallest market rental units (0-bedroom units or units less than 600 sq.ft.) have the largest oversupply of parking.

2. Apartment parking supply and use is lower for buildings closer to frequent transit.

Supporting information (based on the Parking Facility Survey and Household Survey):

- For strata apartment buildings, parking utilization near frequent transit (bus or SkyTrain) ranges 0.86 – 0.97 vehicles per unit, compared to 1.09 for buildings further away;
- For market rental sites, parking utilization near transit (bus or SkyTrain) ranges 0.35 – 0.72 vehicles per unit, compared to 0.99 for sites further away from the FTN;
- Parking supply is lower in buildings close to frequent transit;
- Small strata or rental units (0 or 1 bedroom units) tend to be most responsive to proximity to frequent transit, followed by 2 bedroom units.

3. Transit use is generally higher where apartment parking use is lower, especially for rental buildings.

Supporting information (based on the Parking Facility Survey and transit data):

- Transit boardings (bus boardings within 400 metres of the apartments; SkyTrain/SeaBus boardings within 800 metres of the apartments) are higher when apartment residential parking utilization is lower;
- The relationship is stronger for rental apartment sites, than for strata sites.

4. Street parking is complex in mixed-use neighbourhoods. Some of the factors contributing to street parking use include: visitors to non-residential land uses in the evenings; apartment visitors on weekends, holidays, and special occasions; and some apartment residents parking on a nearby street.

Supporting information (based on the Street Parking Survey):

- Generally, street parking utilization is higher in the evenings (weekday or Saturday) than on a weekday late night;
- Out of 65 surveyed street networks, 7 networks experienced high street parking utilization in at least two of the three surveyed time periods. The exceedances typically occur in the evenings. Nearby non-residential trip generators, such as parks, restaurants, and other commercial uses appear to be one factor;
- Apartment visitors typically encounter greater difficulty finding a parking space in the apartment parking facility or nearby street on weekends, holidays, and special occasions;
- Where households reported parking on a nearby street, they typically park within a five-minute walk of their apartment building;

- For rental sites where residential parking is not included in the rent, both apartment residential parking supply and utilization are lower compared to sites where parking is included in the rent. For the former, nearby street parking utilization is also higher, but does not exceed the 85 percent threshold.

5. The design and capacity of bicycle parking facilities in apartment buildings appear to discourage use by many residents.

Supporting information (based on the Household Survey):

- About one-third of bicycle-owning households do not use their building's secured bicycle parking facility. The rate of usage is consistent across different building ages. The most frequently cited concerns were risk of damage to or loss of the bicycles, crowded facilities, and adverse perceptions of safety and convenience.

The technical report (Attachment) also contains a 'Looking Ahead' section, which outlines some of the issues, challenges, and opportunities associated with parking regulation and management that haven't been explored as part of the Study. These future considerations include: the implications of ride-hailing on curb management and parking requirements; the opportunities and challenges of shared parking facilities; trends in increasing personal and commercial vehicle sizes; and accessibility needs with an aging population. These issues and others may be explored during the forthcoming updates to the *Regional Transportation Strategy* and *Metro 2040*.

TransLink and Regional Planning will continue to work with the Project Advisory Committee to develop a summary booklet for the Regional Parking Study.

ALTERNATIVES

1. That the MVRD Board:
 - a) receive for information the report dated February 15, 2019, titled "The 2018 Regional Parking Study – Key Findings"; and
 - b) write letters to share the key findings of the 2018 Regional Parking Study and Technical Report to the Mayors' Council on Regional Transportation, the TransLink Board of Directors, and the Councils of member jurisdictions.
2. That the MVRD Board receive for the information the report dated February 15, 2019, titled "The Regional Parking Study – Key Findings" and provide alternative direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications associated with either alternative. In 2017, a memorandum of understanding was signed between TransLink and Metro Vancouver setting the project scope, roles, and responsibilities. TransLink is the majority funder of the Regional Parking Study at approximately \$100,000 and is responsible for managing the consultant contract. Metro Vancouver contributed \$20,000 out of the 2017 MVRD Board-approved Regional Planning budget. All the data analysis and report writing were completed by project staff with guidance provided by the Project Advisory Group.

REGIONAL GROWTH MANAGEMENT IMPLICATIONS

Parking is both a land use and transportation issue. Regional Planning will continue to look for opportunities to undertake research for the benefit of member jurisdictions, including incorporating the study findings in regional planning efforts, such as the Lougheed Corridor Land Use and Monitoring Study and the *Metro 2040* policy reviews. As requested by the Project Advisory Group, TransLink and Regional Planning staff will continue to convene the group on a regular basis to address and share knowledge around parking policies and management going forward.

SUMMARY / CONCLUSION

The 2018 Regional Parking Study is a major planning research initiative that was co-led by TransLink and Metro Vancouver. The Study's findings are consistent with those of the 2012 study, with some new insights about street parking. While the Study's key findings are not exhaustive, the key findings and technical report provide timely information to local municipal planning and engineering staff as a consideration for municipal parking bylaw updates, rezoning and development reviews, developing area and neighbourhood plans, corridor planning efforts, and street parking management efforts. Depending on the type of development, improving the match between supply and demand can also support housing affordability objectives.

Regional Planning has engaged and consulted extensively on the project scope and draft analysis with the Project Advisory Group, comprising local jurisdiction planners and engineers, as well as the Regional Planning Advisory Committee, Regional Transportation Advisory Committee, and the Regional Planning Committee.

The Regional Parking Study provides information to inform ongoing dialogues about integrated land use and transportation, housing affordability, and neighbourhood livability. Given the interest in parking in general, a subsequent deliverable will be a summary booklet to articulate the technical information in a more readily accessible manner. For the reasons of advancing the key findings and technical report to practitioners and policymakers, staff recommend Alternative 1.

Attachment: Regional Parking Study Technical Report

Reference: [Regional Parking Studies Webpage](#)

28594978

File: WA-07-01-WSRP-004

APR 16 2019

Juli Halliwell, Chief Administrative Officer
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

RECEIVED

APR 18 2019

VILLAGE OF
ANMORE 

Dear Ms. Halliwell,

Re: Drinking Water Conservation Plan

I am writing to advise you that the Stage 1 watering restrictions, as set out in Metro Vancouver's *Drinking Water Conservation Plan* (DWCP), will come into effect on May 1, 2019. A copy of the DWCP is enclosed for your reference. The Plan includes restrictions on lawn watering as well as other outdoor water uses which are essential to managing the peak demands for drinking water during the summer period.

Lawn watering is restricted to two mornings per week, as follows:

Residential Addresses:

- Even-numbered civic addresses: on Wednesdays and Saturdays, from 4 a.m. to 9 a.m.; and
- Odd-numbered civic addresses: on Thursdays and Sundays from 4 a.m. to 9 a.m.

Non-Residential Addresses:

- Even-numbered civic addresses: on Mondays from 1 a.m. to 6 a.m., and on Fridays from 4 a.m. to 9 a.m.; and
- Odd-numbered civic addresses: on Tuesdays from 1 a.m. to 6 a.m., and on Fridays from 4 a.m. to 9 a.m.

In addition, watering of trees, shrubs, and flowers, excluding edible plants is as follows:

Residential Addresses:

- On any day from 4 a.m. to 9 a.m. if using a sprinkler; and
- On any day at any time if using a handheld hose, soaker hose, water container or drip irrigation.

Non-Residential Addresses:

- On any day from 1 a.m. to 9 a.m. if using a sprinkler; and
- On any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation.

The DWCP details further measures for managing peak summer demand associated with outdoor water use.

Under the Plan, Metro Vancouver and local governments are responsible for communicating information to water users about the restrictions. Metro Vancouver is in the process of advertising the start date of the watering restrictions in all local papers, distributing a media release and providing support materials to members for distribution. Promotion and enforcement of the watering restrictions is important to ensuring success of these restrictions.

Also enclosed for your reference is a copy of the *Region-wide Guide for Enforcement of Metro Vancouver's Drinking Water Conservation Plan* which provides useful information to local governments in the enforcement of your broader water conservation programs.

In addition to communication materials for lawn watering, Metro Vancouver produces an extensive water conservation campaign which can be found at the website www.WeLoveWater.ca. Communication materials for this conservation messaging campaign are currently under development and will be distributed to GVWD members.

Please contact Inder Singh, Director, Policy Planning and Analysis, Water Services at 604-436-6891 with any technical questions about the DWCP, or Larina Lopez, Division Manager, Corporate Communications, External Relations at 604-451-6673 with any questions regarding water conservation campaign materials or communications.

Yours sincerely,



Carol Mason
Commissioner/Chief Administrative Officer

CM/TJ/na

Enclosures:

1. *Metro Vancouver Drinking Water Conservation Plan (Doc #21616303)*
2. *Region-wide Guide for Enforcement of Metro Vancouver's Drinking Water Conservation Plan (Doc #25281540)*

Region-wide Guide for Enforcement of Metro Vancouver's Drinking Water Conservation Plan

March 19, 2018

The Region-wide Guide for Enforcement of Metro Vancouver's Drinking Water Conservation Plan (DWCP) is intended to serve as a guideline for local governments to use along with their broader water conservation programs. While the Guide is intended to be relevant region-wide, variations in local governments and their respective bylaws may necessitate some local governments to implement appropriate alternatives. Implementation of the Guide may require a phased-in approach.

Objectives of the Guide:

- Encourage year-round water conservation;
- Foster regional collaboration on water conservation communication and education; and
- Suggest best practices for enforcement and fines.

The Guide consists of best practices which can be used as a guideline by local governments. The Guide consists of the following five components:

1. **Enforcement through Education**, to provide a baseline level of enforcement of Stage 1 water use restrictions.
2. **Monitoring**, to provide a baseline level of monitoring of infractions of Stage 1 water use restrictions.
3. **Warnings, Ticketing and Fines**, to provide a baseline level of warnings, ticketing and fines.
4. **Exemption Permits**, to provide guidance on exemption permits for new lawns and application of nematodes for the treatment of European Chafer Beetle infestation.
5. **Performance Metrics**, to help local governments evaluate their education and enforcement programs and track regional progress toward more consistent enforcement of the DWCP restrictions.

1. Enforcement through Education

1.1 To encourage compliance with local government regulations, prioritize distribution of regionally consistent education materials. Metro Vancouver produces communications materials to publicize the DWCP restrictions, including prompts to notify and remind residents about allowed watering times, as well as waterwise lawn care information.

In addition to publicizing the restrictions, Metro Vancouver delivers year-round regional water conservation programming to encourage responsible use of drinking water. This broader messaging, when shared by local governments, helps reinforce public awareness and appreciation for water conservation, and thereby compliance with the local government regulations.

For years when significant amendments are made to the DWCP, or during a drought year, Metro Vancouver is to collaborate with local governments to develop updated promotional materials and methods to communicate.

1.2 Local governments to advertise their regulations by using local media and other promotional channels, using regionally consistent messaging and imagery. Advertisement templates and promotional collateral is provided by Metro Vancouver for use by local governments.

Advertising of the regulations by local governments will supplement Metro Vancouver's advertising, which will include promotion of the annual start date of the Stage 1 restrictions. Local governments to advertise at least two times during the DWCP activation period from May 1 to October 15, in a cool and/or wet year and more frequently in a hot and dry year.

2. Monitoring

2.1 Local governments to transition to a best practices level of resourcing during the DWCP activation period from May 1 to October 15 to provide DWCP education, compliance monitoring and enforcement.

2.2 In addition to responding to complaints of non-compliance, in Stage 1 of the DWCP, best practices suggest local governments undertake some active patrols/surveillance to monitor compliance during hot dry periods, particularly in the June to August period during late morning hours and evening hours, when watering lawns is not allowed.

2.3 Best practices suggest progressively increasing compliance monitoring efforts when the DWCP escalates beyond Stage 1, or during drought years. Compliance monitoring may include periods such as evenings and weekends when residents and businesses might expect a lower level of surveillance.

3. Warnings, Ticketing and Fines

3.1 Best practices suggest adopting a baseline fine structure to ensure that respective enforcement and penalties for violations of the water restrictions increase with each successive stage of the DWCP to reflect the severity of the situation requiring the activation of an advanced stage, with the discretion to issue warnings, or tickets, as appropriate.

Baseline for DWCP Related Local Government Bylaw Fines

Restriction Stage	Stage 1	Stage 2	Stage 3	Stage 4
Range of Fines, as of November 30, 2017	\$75 - \$250	\$100 - \$500	\$200 - \$700	\$250 - \$1,000
Suggested Target Fine	\$100	\$200	\$300	\$400 and up

4. Exemption Permits

4.1 Best practices suggest issuing exemption permits for the application of nematodes for the treatment of European Chafer Beetle infestation only with proof of purchase of nematodes. Permits to be valid for 21 days and watering to be allowed only during the morning lawn watering hours. Any further exemption is granted only for the first day of a nematode treatment where watering may occur at any time.

4.2 Best practices suggest issuing exemption permits for new lawns, only with proof of purchase for lawn seed or sod. Permits to be valid for 21 days and watering be allowed only during the morning lawn watering hours (excluding playing fields). Use of consistent signage encouraged for communicating exemptions.

5. Performance Metrics

5.1 To foster continued collaboration between Metro Vancouver and local governments, local governments to share the following information every year on their communications and enforcement of the DWCP:

- Advertising, including financial resources allocated;
- Number of staff allocated;
- Number of monitoring hours;
- Number of warnings issued; and
- Number of tickets issued and fines collected.

APR 23 2019

File: CR-12-01
Ref: RD 2019 Mar 29Mayor John McEwen and Council
Village of Anmore
2697 Sunnyside Road RR1
Anmore, BC V3H 5G9**RECEIVED**

APR 24 2019

VILLAGE OF
ANMORE 

Dear Mayor McEwen and Council:

Re: Office Development in Metro Vancouver's Urban Centres – 2018 Update

On behalf of Metro Vancouver Board of Directors, I am pleased to provide you with a copy of Metro Vancouver's "Office Development in Metro Vancouver's Urban Centres – 2018 Update" for your reference.

At its March 29, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) received for information the report titled "Office Development in Metro Vancouver's Urban Centres – 2018 Update" and adopted the following resolution:

That the MVRD Board:

- a) receive for information the consultant report attached to the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update";*
- b) endorse the recommendations for Metro Vancouver as set out on page 5 of the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update", with the addition of the following:*
 - "8. Further to recommendations #2, #4, and #5, specifically outline the tools and best practices member municipalities can utilize to foster a greater share of office development in Regional City Centres; and*
 - 9. Metro Vancouver to take a leadership role in targeting a greater proportion of office development across all Regional City Centres and prepare a robust strategy to assist municipalities in meeting the employment goals in regional context statements, through a review of Regional Growth Strategy policy measures.";* and
- c) distribute the report to member jurisdiction Councils for information.*

Actions to encourage office development in Urban Centres and areas well served by transit are key elements of *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy. Regional policy direction in Metro 2040 responds to office projects developed outside of Urban Centre locations, such as in suburban office parks, which can have negative impacts on land use transportation patterns in the region.

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The 2018 *Office Development in Metro Vancouver's Urban Centres Report* is an update to the 2015 Office Development Inventory. It explores the factors that influence where office development locates in the region, the challenges and opportunities for locating office in the region's network of Urban Centres, and the issues and trends in office space to better inform government plans and policies. It is intended to be a resource for local governments, office developers, and others with an interest in encouraging office development in Urban Centres.

As of the end of 2018, the region had about 80 million square feet of office space located in close to 1,400 buildings larger than 10,000 square feet. Nearly 90% of that office space is located within Urban Centres, or within 400 metres of frequent bus or 800 metres of rapid transit service. The report identifies recent office development growth including low vacancy rates, market trends toward proximity to transit as well as significant growth in co-working facilities and open space office design, and provides an overview of current and future considerations for office development.

We hope this inventory provides useful information as you continue to strive to attract office development in your respective communities. Government policies, tools and economic development initiatives can influence office development decisions, and participation by all of us is required to successfully support new office development in Urban Centres and transit oriented locations across the region. We welcome the opportunity to continue to work with you in this regard.

If you have any questions, please contact Gord Tycho, Senior Planner, Regional Planning, by phone at 604-456-8805 or by email at Gord.Tycho@metrovancover.org.

Yours sincerely,



Sav Dhaliwal
Chair, Metro Vancouver Board

SD/CM/NC/gt

Encl: Report dated March 8, 2019, titled "Office Development in Metro Vancouver's Urban Centres – 2018 Update" (Doc #28955738)

RECEIVED

APR 24 2019



To: MVRD Board of Directors

From: Regional Planning Committee

Date: March 8, 2019

Meeting Date: March 29, 2019

Subject: **Office Development in Metro Vancouver's Urban Centres – 2018 Update**

REGIONAL PLANNING COMMITTEE RECOMMENDATION

That the MVRD Board:

- a) receive for information the consultant report attached to the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update";
- b) endorse the recommendations for Metro Vancouver as set out on page 5 of the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update", with the addition of the following:
 - "8. Further to recommendations #2, #4, and #5, specifically outline the tools and best practices member municipalities can utilize to foster a greater share of office development in Regional City Centres; and
 9. Metro Vancouver to take a leadership role in targeting a greater proportion of office development across all Regional City Centres and prepare a robust strategy to assist municipalities in meeting the employment targets in regional context statements, through a review of Regional Growth Strategy policy measures."; and
- c) distribute the report to member jurisdiction Councils for information.

At its March 8, 2019 meeting, the Regional Planning Committee considered the attached report titled "Office Development in Metro Vancouver's Urban Centres – 2018 Update", dated February 6, 2019. The Committee considered the on-table correspondence (Attachment 2) and subsequently amended the recommendation as presented above in underline style.

Metro Vancouver staff note that the use of the term "targets" in No. 9 under recommendation b) in the amendment above should be replaced with the term "projections" to be consistent with the interpretation of employment numbers included in *Metro 2040* and in municipal regional context statements which are projections – or anticipated numbers based on a set of assumptions and trends – rather than targets.

This matter is now before the Board for its consideration.

Attachment

1. "Office Development in Metro Vancouver's Urban Centres – 2018 Update", dated February 6, 2019
2. Correspondence dated March 7, 2019 from the City of Coquitlam addressed to the Regional Planning Committee, regarding Office Development in Metro Vancouver's Urban Centres

To: Regional Planning Committee

From: Gord Tycho, Senior Planner, Regional Planning

Date: February 6, 2019 Meeting Date: March 8, 2019

Subject: **Office Development in Metro Vancouver's Urban Centres – 2018 Update**

RECOMMENDATION

That the MVRD Board:

- a) receive for information the consultant report attached to the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update";
 - b) endorse the recommendations for Metro Vancouver as set out in the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update"; and
 - c) distribute the report to member jurisdiction Council for information.
-

PURPOSE

To provide the Regional Planning Committee and MVRD Board with the 2018 Office Development in Metro Vancouver's Urban Centres report.

BACKGROUND

The 2018 Office Development in Metro Vancouver's Urban Centres (Office Development) report is an update to the previous report completed in 2015. It explores the factors that influence regional-scale office development and occupancy decisions, identifies challenges and opportunities for office potential in Metro Vancouver's Urban Centres, and identifies key issues and trends affecting office space.

METRO VANCOUVER 2040 CONTEXT

Office space accommodates the growth of businesses and employment within Metro Vancouver's local communities and broader region. Office space is built by developers that respond to the market signals of demand and supply and changes to the local, provincial, national and, in some cases, international economies.

The Metro Vancouver region is forecast to grow by approximately one million people and four hundred thousand jobs by 2041. To protect the region's ability to attract investment and jobs, *Metro Vancouver 2040: Shaping Our Future (Metro 2040)*, the regional growth strategy, establishes regional land use designations and overlays. Office and commercial uses are directed to Urban Centres and Frequent Transit Development Areas, generally located on lands designated General Urban.

The 26 Urban Centres identified by *Metro 2040* are intended as priority locations for employment and services, higher density housing, commercial, cultural, entertainment, institutional, and mixed-uses. Urban Centres are intended to emphasize place-making, an enriched public realm, and promote transit-oriented communities, where transit, cycling, and walking are the preferred modes of transportation. The regional policy direction of *Metro 2040* also responds to office projects developed

outside of Urban Centre locations, such as in suburban office parks, which can have negative impacts on land use and transportation patterns for the region.

UPDATED OFFICE DEVELOPMENT REPORT

A planning consultant, Eric Aderneck, was contracted by Regional Planning to complete an update of the Office Development report that was published in 2015. The purpose of the Office Development report is to explore the factors that influence regional-scale office development and occupancy decisions, identify challenges and opportunities for office potential in Metro Vancouver's Urban Centres, and to identify the key issues and trends affecting office space with a view to better informing government plans and policies with respect to office development in the region.

Methodology and Key Questions

Given that no single source can accurately capture the complexities of office space trends and characteristics throughout the region, the updated data used in the report was obtained by undertaking:

- a review of relevant publications;
- the compilation of a Metro Vancouver regional office building inventory¹; and,
- in-depth interviews with key industry participants, including investors, developers, brokers, and municipal staff.

The key research questions explored in the Office Development report are:

- What are the regional trends for office development location?
- What are the benefits of locating office space within/outside of urban centres, respectively?
- How are office market trends evolving? and
- What tools do governments have to support office development in urban centres?

Office Market Profile and Regional Characteristics

The Metro Vancouver market, according to industry publications, has approximately 65,000,000 sq.ft. of office inventory² and a range of different business sectors. Approximately 8% is defined as Class AAA³ (top quality), 77% is Class A and B (average quality), and 16% is Class C. Lands designated General Urban by *Metro 2040*, which are intended to accommodate a wide variety of land uses (including commercial), hold 76% of the office inventory in the region. The remainder is located on a variety of *Metro 2040* land use designations, most of which is Mixed Employment (21%). Most office spaces (88%) are located within either Urban Centres or within 400 metres of the Frequent Transit Network bus network or within 800 metres of a rapid transit service. The 17 designated Municipal Town Centres contain relatively limited amounts of office space (i.e. 6% of the region's total).

¹ Office Building Inventory includes all buildings in the region with a minimum 10,000 sq.ft. of office space.

² Office Building Inventory totals 80,000,000 sq.ft., as it also includes smaller / institutional buildings.

³ Office Class is a function of the quality and location of the accommodation.

Sub-regional Characteristics

Compared to other North American markets, the Metro Vancouver market has fewer large head offices and has many smaller-sized office tenants. Each of the regional sub-markets has its own characteristics, i.e.:

- Vancouver (specifically the Central Business District in downtown and surrounding “core”) is the business centre for the region and province. Significant numbers of businesses also locate along the Broadway Corridor. Vancouver contains 58% of the region’s office market;
- Burnaby represents the next largest market (16%) for office space, with a considerable amount being in the Metrotown area; and
- Surrey (8%), Richmond (8%), North Shore (4%), New Westminster (3%), Langley (2%), and Coquitlam (1%) respectively comprise the remainder of the region’s office market inventory.

Office Vacancy Rates

Office vacancy rates in Metro Vancouver have declined over the past three years, to approximately 5% (Q3 2018), and may approach record lows in the near future. Vacancy rates in all of the markets have been dropping and that trend is expected to continue as leasing opportunities diminish. Downtown Vancouver is anticipated to continue with one of the lowest rates seen in North America.

Office Lease

Lease rates have climbed sharply in markets that have space in high demand. Lease rates in downtown Vancouver, already among the highest in Canada, increased in 2018 and are expected to continue to rise through 2019. Lease rates in downtown Vancouver for Class AAA space were averaging \$48 per sq.ft. (late 2018) versus \$34 per sq.ft. (2014). Growth of lease rates in the suburban markets has been smaller. Tenants seeking large blocks of space will likely need to pre-lease space in the next wave of development or backfill space vacated by tenants who relocate.

New Office Supply

A number of major office development projects are currently underway in the region. The largest wave of new downtown Vancouver office development will have 4.3 million sq.ft. of space delivered by 2022, an almost 20% increase to the current downtown inventory. In the rest of the region, there is another 1 million sq.ft. currently anticipated for delivery between 2020 and 2022.

Office Tenant Considerations

Office tenants are not all the same and variation is observed in business types, accommodation needs, and local characteristics. Some tenants require locations in downtown Vancouver, some serve their local community, and others prefer a business park environment. Some accommodation criteria include: business objectives, space design, amenities, financial, and access.

Office Developer Considerations

The office development process is complex, capital intensive, and high risk. Large office buildings (towers) are constructed all at once (with few exceptions), making the supply of new space very “lumpy”. Conversely, low rise buildings can be built and leased in phases to match demand.

There are many different factors that can impact the development viability of sites and the potential for an office component on that site, including: land availability, land cost, construction cost, municipal approvals, and application process cost. The market is the main driver for office building viability. If demand is weak, there will be limited new office space developed. Local government plans directing office space to specific locations will likely not be realized if the market demand does not support that endeavour.

Office Development from a Municipal Perspective

Office development provides space for businesses, which helps to advance municipal objectives such as growing the economy and employment, reducing commuting distances, creating complete communities, and complementing local amenities. Municipal governments, through their economic development and planning functions, can encourage and regulate development in their communities, including directing office development to Urban Centre locations.

Government policies and tools, such as fiscal tools and density bonuses, may have a minor impact on influencing office development decisions in the face of market demand. The regional office market is limited and grows incrementally; downtown Vancouver and the more urban areas of the region are unique sub-markets, making it challenging to attract office development to other Urban Centres throughout the region.

Headquarters and Other Trends

Metro Vancouver has a relatively limited corporate headquarter presence compared to the other cities, adjusted for population. Other noted trends in the Office Development report include:

- There has been significant growth in the tech sector, with large companies occupying large blocks of office space, premium accommodations, and amenities in downtown Vancouver;
- Tenants increasingly prioritize access to rapid transit service and urban amenities. That said, some tenants still prioritize cost and highway accessible areas outside Urban Centres;
- The demand from a range of tenants for space and lease flexibility is being met by the significant growth in co-working facilities;
- Strata development projects are rising relative to conventional lease tenure. The former can make non strata and lease development financially unviable by driving up residual land prices; and
- There is a continued trend towards open concept office with more attention being paid to design to encourage collaboration and achieve space efficiencies.

Future Considerations for Office in Urban Centres

The consultant report identifies a range of future considerations for Metro Vancouver, member jurisdictions and the development community to support the location of office development in Urban Centres. The issues most consistently expressed in interviews and supported by research, and which should be addressed in the shorter term with a relatively high potential for effectiveness, include:

- **Land Use Planning** - Encourage, but not mandate, mixed-use projects with office components. Rather, allow market demand to inform the supply of office development in specific locations.

- **Zoning Definition** - Allow general office uses, rather than overly specific and limiting types of office business uses, which can reduce tenanting flexibility and thus increase risk for office developers.
- **Tenant Permits** - Shorten and simplify the permitting process for basic improvements needed when new office tenants occupy a premise and operate a business.
- **Development Approval Process** - Streamline the development review and approval process, reduce the uncertainties and risks, and manage municipal charges and fees to encourage office development.
- **Municipal Incentives** - Explore financial or regulatory incentives to encourage office development in specific locations.
- **Research** – Undertake further relevant research and prepare case studies, best practices and innovation profiles on topics such as mixed-use development; e.g. identify opportunities to integrate office space into mixed-use projects, and also identify where office components are warranted (or not).

RECOMMENDATIONS FOR METRO VANCOUVER

The consultant's report outlines a number of priority actions based on the research and the interviews undertaken in the process of completing the report. The actions are summarized in terms of those directed to Metro Vancouver, member jurisdictions, developers, and other organizations to encourage and facilitate office development in Urban Centres.

Of the identified actions, staff recommend that the following subset be supported by Metro Vancouver to guide ongoing efforts to encourage office development in Urban Centres:

1. Encourage the Regional Context Statements of member jurisdictions, as they are updated, to include supportive plans and policies that direct investment and encourage office development in Urban Centre locations over out-of-centre locations;
2. Work with member jurisdictions and other stakeholders to consider new policy directions that support the goal of attracting office development to Urban Centres;
3. Continue to collect and share data, statistics and other information resources about Urban Centres that may be of use to the planning efforts of member jurisdictions, business investors, developers and tenants (e.g. update the inventory of office buildings in the region and the Office Development in Metro Vancouver's Urban Centres report regularly);
4. Continue to research and share information on best practices and case studies regarding new and innovative ways that various levels of government and the private sector encourage office development in Urban Centres;
5. Consider new or strengthened policies in *Metro 2040* that better encourage or require office development in Urban Centres as part of the Urban Centre and Frequent Transit Development Area policy review project currently underway;
6. Work closely with TransLink to continue to provide and improve transit infrastructure that supports office and job growth in Urban Centres and, where appropriate, new or improved service to existing office parks that may not be currently well-served with transit; and
7. Continue to support more coordination on economic development issues at the regional level by: collecting, analyzing and sharing data; undertaking research; and convening member jurisdictions to share challenges, opportunities and research in an effort to support and supplement efforts at the municipal level.

In addition, municipalities may find the information and recommendations directed to them to be useful, and as a result, staff are recommending the report be distributed to member jurisdictions.

ALTERNATIVES

That the MVRD Board:

- a) receive for information the consultant report attached to the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update";
 - b) endorse the recommendations for Metro Vancouver as set out in the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update"; and
 - c) distribute the report to member jurisdiction Council for information.
2. That the MVRD Board receive for information the report dated February 6, 2019, titled "Office Development in Metro Vancouver's Urban Centres - 2018 Update".

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

SUMMARY / CONCLUSION

Office space accommodates the growth of businesses and employment within Metro Vancouver's local communities and broader region. The Office Development in Metro Vancouver's Urban Centres report is an update to the previous report completed in 2015. It explores the factors that influence regional-scale office development and occupancy decisions, identifies challenges and opportunities for office potential in Metro Vancouver's Urban Centres, and identifies key issues and trends affecting office space

The Metro Vancouver market has approximately 65,000,000 sq.ft. of office inventory and a range of different business sectors, with the City of Vancouver containing the majority of the inventory. While office vacancy rates are declining and are now at approximately 5% which is approaching historic lows, a number of major office development projects are currently underway in the region, with most delivery anticipated between 2020 and 2022. The decisions surrounding the development of office space are complex, capital intensive, and high risk, involving factors such as land availability and cost, construction cost and municipal approvals. Government policies, tools and economic development initiatives can influence office development decisions, but the participation by all stakeholders is required to achieve success.

In consideration of the recommendations from the consultant report, staff are recommending that a subset of actions be undertaken by Metro Vancouver to support the efforts of member jurisdictions in encouraging office development in Urban Centres. As a result, staff recommend Alternative 1, that the MVRD Board endorse the recommendations set out in the staff report, and distribute the consultant report to member jurisdictions for information.

Attachment: Office Development in Metro Vancouver's Urban Centres, dated January 2019
(orbit doc #28488422)

April 16, 2019



Mayor McEwen and Council
Village of Anmore
2697 Sunnyside Rd
Anmore, BC V3H 5G9

**RE: 2017 CEPF: Emergency Social Services - Increase Local Capacity: Training
& Trailer**

Dear Mayor McEwen and Council,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$10,531.33. Based on this, a payment in the amount of \$10,531.33 will follow shortly by electronic funds transfer. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure.

I would like to congratulate the Village of Anmore for undertaking this project and responding to the opportunity to develop ESS capacity to increase the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at cepf@ubcm.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Bishop".

Rebecca Bishop
Program Officer

cc: *Juli Halliwell, Chief Administrative Officer*
Karen Elrick, Emergency Program Coordinator

The Community Emergency Preparedness Fund is funded by the Province of BC



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 26, 2019 1855-03/19
Submitted by: Jason Smith, Manager of Development Services
Subject: CARIP Survey Public Reporting

Purpose / Introduction

To make public the Village's response to the Climate Action Revenue Incentive Program (CARIP) Survey and fulfill the grant requirement to make the information public.

Recommended Resolutions

THAT the report dated April 26, 2019 from the Manager of Development Services regarding CARIP Survey Public Reporting be received for information.

Background

The Village of Anmore is a signatory to the BC Climate Action Charter. As a signatory, the Village is eligible for the CARIP program which offsets the 100% of the carbon tax that the Village pays directly. To receive CARIP funding, the Village must complete a survey reporting on the community and corporate actions towards addressing climate change and reducing greenhouse gas emissions.

Discussion

The responses to the survey, as determined by staff, identified the Village's efforts to implement the BC Energy Step Code as the substantive action that the Village undertook with regards to addressing climate change and reducing greenhouse gas emissions in the Village. The total carbon tax paid by the Village is \$615.92, the majority of it comes from the use of bio-diesel.

Financial Implications

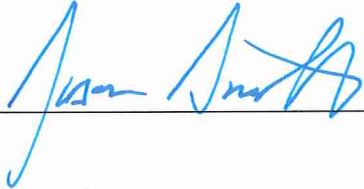
This report fulfills part of the requirements for the CARIP program and will entitle the Village to \$615.92.

Report/Recommendation to Council

CARIP Survey Public Reporting

April 26, 2019

Prepared by:



Jason Smith

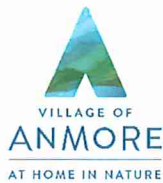
Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 26, 2019 File: 3360-01/20

Submitted by: Jason Smith, Manager of Development Services

Subject: 2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

Purpose / Introduction

The purpose of this report is to present Council the latest development proposal for 2307 Sunnyside Road and amenity package along with a proposed Zoning bylaw amendment to implement it.

Recommended Options

THAT Council grant first, and second reading to Village of Anmore Zoning Amendment Bylaw 597-2019 and refer Village of Anmore Zoning Amendment Bylaw 597-2019 to the Advisory Planning Commission for review and comment, and THAT Council direct staff to set a date for the public hearing should the Advisory Planning Commission suggest no further changes to Village of Anmore Zoning Amendment Bylaw 597-2019.

Background

The Village has a long history of considering development proposals for 2307 Sunnyside Road, which is a 13.41 acre site in the Residential 1 (RS-1) zone. This latest round began in 2017 and has proceeded through several iterations.

The Village last considered the development proposal for this site at its September 18, 2018 regular Council meeting. At that meeting, Council directed staff to consult with committees on the proposal.

The proposal was reviewed by the Environment committee, the Parks and Recreation committee and the Advisory Planning Commission through the fall of 2018.

Report/Recommendation to Council

2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

April 26, 2019

Discussion

Development Proposal

The applicants are seeking a rezoning from RS-1 to a Comprehensive Development zone in order to accommodate a 19 parcel development proposal, as shown in the attached site plan (**Attachment 1**). The parcels would consist of 5 ½ acre lots and 14 1/3 acre lots.

The changes to the development proposal that have been made since the proposal was last before Council are an extension of the road to offer potential connection to the loco lands and the possible extension of Fern Drive and the trail network has been altered based on committee and staff comment.

Community Amenities

The applicant is offering the following community amenities as part of their development proposal.

Open Space

The applicant is proposing a dedication of 4.36 acres of open space, as shown on the site plan, and dedicated at time of subdivision. This represents 32.5% of the site.

Sunnyside Road Dedication

Currently a portion of Sunnyside Road encroaches on the property. To rectify this situation a road dedication of 15,763 ft², as shown on the site plan, is being offered and will be dedicated at time of subdivision. This represents 2.7% of the site.

Trail Network

The applicant is proposing a trail network, as shown on the site plan, which will be dedicated and constructed to the Village's trail standards by the applicant at the time of subdivision.

Energy Efficiency

The applicant is offering to comply with the Village Energy Step Code and Rezoning policy. A covenant on title that will require all future homes to meet BC Energy Step Code 3 to be registered at the time of adoption of the Zoning Bylaw.

Community Amenity Contribution

A community amenity contribution of \$493,500 in cash at the time of adoption of the Zoning Bylaw.

Report/Recommendation to Council

2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

April 26, 2019

All of the amenities will be secured through binding legal instruments at the time of rezoning and the timing of receipt

Official Community Plan Analysis

Staff have reviewed the development proposal for consistency with the Official Community Plan (OCP) and offer the following analysis:

The current development proposal would have a density of 1.42 units/acre and is seeking to be rezoned under the CD zoning policy in the OCP, which is policy RLU-8. This policy lays out three circumstances where a CD zone could be considered. This proposal is seeking to be considered under the following:

Proposed development delivers a demonstrable and overall benefit to the community, socially, environmentally or economically.

The policy then goes on to identify three criteria that a CD zone must comply with. First, that it upholds the intentions and strategies described in OCP policy RLU-3. Second that the density not exceed 1.8 units/acre. Third, that the development anticipates and employs strategies to minimize the financial implications to the Village in terms of ongoing infrastructure maintenance and replacement requirements.

Policy RLU-3 encourages development proposals to be mindful of the impact of development on environmental features and systems. This proposal concentrates development on a smaller footprint than would otherwise be realized through an RS-1 subdivision. The view impacts will be minimal as nearly all of the new development will be separated from any existing development by green space. The proposal has a density that is less than 1.8 units/acre and the compact development form will minimize the amount of infrastructure needed and the increased density utilizing the infrastructure will help minimize the financial impacts for the Village.

Community amenities are contemplated in OCP Policy RLU-10 and RLU-11. The proposed amenity package offered by the proponent would satisfy these policies.

Report/Recommendation to Council

2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

April 26, 2019

Committee Comments

Advisory Planning Commission (APC)

The APC discussed this proposal at two meetings over the fall of 2018. The APC undertook a detailed review of the CAC analysis provided by GP Rollo and Associates – they APC were supportive of its conclusions. There was also discussion about parking and whether the cul-de-sac was too long (it complies with the Works and Services Bylaw). The APC was supportive of the development proposal

Environment Committee

The Environment Committee reviewed the proposal and was supportive. The notion of increased energy efficiency of the homes was supported. There was also discussion of the creek and riparian area and how it was beneficial to have increased protection of it.

Park and Recreation Committee

The Parks and Recreation Committee provided valuable feedback and commentary on the proposal. There was discussion of logic of the trail connectivity, where to locate the trail crossing near Sunnyside Road and Ludlow Lane (it should be noted that after this discussion staff and the Village's engineering consultant determined that there was no safe trail crossing that could be located and requested that another trail connection be provided further north in behind the parcels closest to Sunnyside Road.)

Zoning Bylaw Amendment

Staff have drafted a zoning bylaw amendment, Village of Anmore Zoning Amendment Bylaw 597, 2019 (**Attachment 2**) that would enable this development proposal. Village of Anmore Zoning Amendment Bylaw 597, 2019 (the Bylaw) maintains the same setback, height, and parcel coverage requirements of the RS-1 Zone. The floor area ratio for house size will be 0.28 for the ½ acre parcels and 0.3 for the 1/3 acre parcels, this is consistent with the floor area ratios for Bella Terra.

The number of accessory buildings is limited to 1 and the maximum size is 484 ft² (45 m²).

Next Steps

Should Council choose to give initial readings to the Bylaw, staff will take the Bylaw to the APC for review and should the APC have no further comments on the Bylaw staff will arrange for public hearing to be held in mid-June.

Report/Recommendation to Council

2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

April 26, 2019

Other Options

The following options are provide for Council consideration:

1. THAT Council grant first, and second reading to Village of Anmore Zoning Amendment Bylaw 597-2019 and refer Village of Anmore Zoning Amendment Bylaw 597-2019 to the Advisory Planning Commission for review and comment, and THAT Council direct staff to set a date for the public hearing should the Advisory Planning Commission suggest no further changes to Village of Anmore Zoning Amendment Bylaw 597-2019.

Or

2. That Council advise staff of any further changes they would like made to Village of Anmore Zoning Amendment Bylaw 597, 2019 or the development proposal.

Or

3. That Council not proceed with the rezoning of this property.

Financial Implications

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

Attachments:

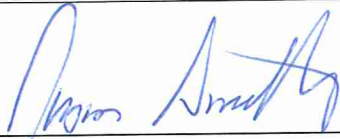
1. 2307 Sunnyside Road Site Plan
2. Village of Anmore Zoning Amendment Bylaw 597, 2019

Report/Recommendation to Council

2307 Sunnyside Road – Proposed Comprehensive Development Rezoning

April 26, 2019

Prepared by:



Jason Smith

Manager of Development Services

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

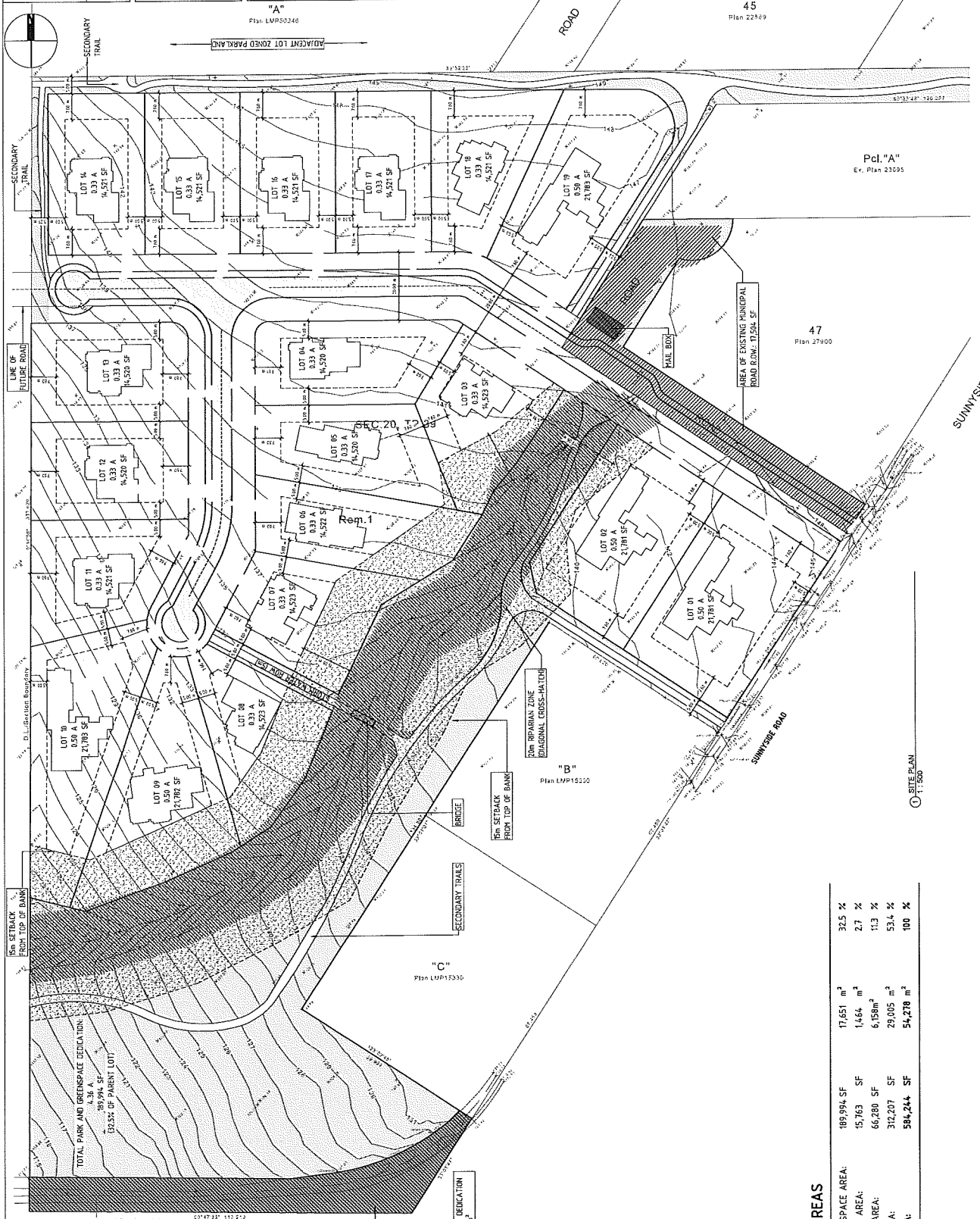
Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

BRADBURY ARCHITECTURE
302-443-4444
11000 14th Avenue SW
Burien, WA 98148

PROJECT NUMBER: 2307 SUNNYSIDE RD
DATE: 2019-04-25
DRAWN BY: [Name]
CHECKED BY: [Name]
SCALE: AS SHOWN



PROJECT AREAS

PARKS / GREEN SPACE AREA:	189,994 SF	17,651 m ²	32.5 %
SUNNYSIDE ROAD AREA:	15,763 SF	1,464 m ²	2.7 %
INTERNAL ROAD AREA:	66,280 SF	6,158 m ²	11.3 %
RESIDENTIAL AREA:	312,207 SF	29,005 m ²	53.4 %
TOTAL LOT AREA:	584,244 SF	54,278 m²	100 %

Pol. "B"	Rem. 1	C	D
Ref. Plan 10382	Plan 24004	Plan 24004	Plan 24004

VILLAGE OF ANMORE**BYLAW NO. 597-2019**

A bylaw to amend the Village of Anmore Zoning Bylaw No. 568-2017

WHEREAS the *Local Government Act* authorizes a municipality to amend its zoning bylaw from time to time;

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 Zoning Amendment Bylaw No. 597-2019”.
- 2) That Village of Anmore Zoning Bylaw No. 568- 2017 be amended by adding the text and map included in Schedule A which forms part of this bylaw.
- 3) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2307 Sunnyside Road from Residential 1 to Comprehensive Development (CD-7)

READ a first time the _____ day of _____, 2019

READ a second time the _____ day of _____, 2019

PUBLIC HEARING HELD the _____ day of _____, 2019

READ a third time the _____ day of, 2019

ADOPTED the _____ day of, 2019

MAYOR

MANAGER OF CORPORATE SERVICES

Schedule A

9.17 COMPREHENSIVE DEVELOPMENT 7 (CORDOVADO) – CD-7

9.17.1 Purpose

The intent of this **zone** is to accommodate a **residential subdivision** that clusters **one-family dwellings** on a variety of **parcel** sizes to preserve public open space and ecologically sensitive areas 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	Maximum No. of Parcels
One-Family Dwelling	2,023 m ²	5
	1,349 m ²	14
Home Occupation	n/a	n/a
Bed and Breakfast	n/a	n/a
Secondary Suite	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
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 9 to 22, and 27 as Shown on the Attached Comprehensive Development Plan	7.6 m	7.6 m	5.0 m	5 m
Accessory Building and Structure	7.6 m	7.6 m	5 m	5 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; and
 - (iv) 2 spaces per **secondary suite**.

9.17.6 Maximum Parcel Coverage

The maximum **parcel coverage** shall be 20% per **parcel**.

9.17.7 Maximum Number of Parcels

The maximum number of **parcels** created by **subdivision** shall be 19.

9.17.9 Open Space Amenity

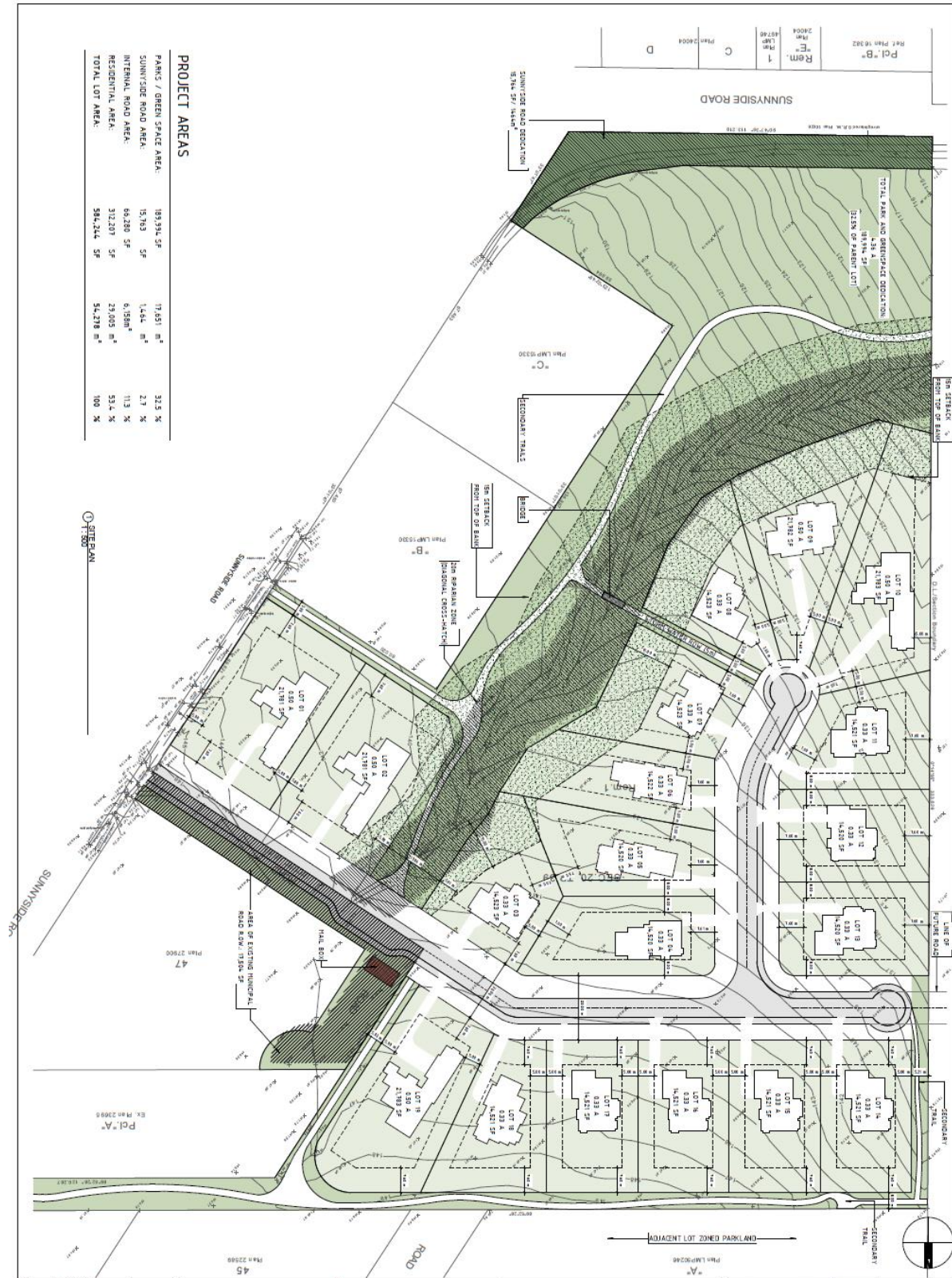
An **open space amenity** shall be provided generally in accordance with the attached Comprehensive Development Plan.

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 6.5.
- (c) **Bed and breakfast** shall be subject to the requirements of section 6.6.

9.17.12 Comprehensive Development Plan

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



VILLAGE OF ANMORE

BYLAW NO. 595-2019

A bylaw to approve the Five-Year Financial Plan for the years 2019 through 2023

WHEREAS pursuant to the provisions of the *Community Charter* stating that a municipality must have a Financial Plan adopted annually, by bylaw, before the 15th of May in each year;

AND WHEREAS the Municipal Council has caused to be prepared a Five-Year Financial Plan for the period 2019-2023 inclusive;

NOW THEREFORE the Council of the Village of Anmore enacts as follows:

1. This bylaw may be cited as “Anmore Five-Year Financial Plan Bylaw No. 595-2019”.
2. Council hereby adopts the Five-Year Financial Plan for the years 2019-2023 inclusive, for each year of the plan, as set out in Schedules A and B, attached hereto and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
4. That “Anmore Five-Year Financial Plan Bylaw No. 573-2018” is hereby repealed in its entirety.

READ a first time the 16th day of April , 2019

READ a second time the 16th day of April , 2019

READ a third time the 16th day of April, 2019

ADOPTED the day of , 2019

MAYOR

MANAGER OF CORPORATE SERVICES

SCHEDULE "A"

2019-2023 FINANCIAL PLAN STATEMENT OF OBJECTIVES AND POLICIES

1. In accordance with the *Community Charter*, the Village of Anmore is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:
 - (a) The proportion of total revenue that comes from each of the funding sources described in the *Community Charter*;
 - (b) The distribution of property taxes among the property classes; and
 - (c) The use of permissive tax exemptions.

2. Funding Sources

Table 1, below, shows the proportion of total revenue proposed to be raised from each fund source in 2019.

Property value tax revenues are the largest portion of planned revenues. Property Taxation provides a stable and consistent revenue source for general services that cannot be recovered from user-pay fees. It is simple to administer and easy for residents to understand.

Fees & charges provide the second largest proportion of revenue and are sourced from the utility fees collected for water and garbage & organic waste collection, as well as various permit fees.

Government grants provide for the third largest proportion of revenue and are sourced from the Major Road Network Fund (MRN), the Small Communities Fund, grants in lieu of taxes, as well as from miscellaneous grants.

Objectives

- Over the next five years, the Village will increase the portion of revenue received from user fees and charges to reflect service levels and changes in inflation.

Policies

- All user-fee levels will be reviewed, on an annual basis, to ensure they are adequately meeting both the respective service delivery and capital costs.
- Revenues will be recovered from user fees and charges where possible, rather than general taxation, to lessen the burden on the Village's limited property tax base.

Table 1 – Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Taxation	63	\$ 2,210,411
Fees and Charges	9	1,154,490
Government Grants	22	762,800
Interest and Other	6	221,910
TOTAL	100	\$ 4,349,611

3. Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Village services.

Objectives

- Tax rates set maintain tax stability in accordance with the Village's operational and capital requirements.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities having similar property class composition.

Table 2 – Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION
Residential (1)	97
Utilities (2)	2
Business and Other (6)	1
TOTAL	100

4. Permissive Tax Exemptions

No property in the Village of Anmore is permissively exempt. Village properties do not meet the legislated criteria.

SCHEDULE "B"

Village of Anmore					
Financial Plan					
2019 - 2023					
	2019	2020	2021	2022	2023
REVENUES					
Property Tax	\$ 2,210,411	\$ 2,400,680	\$ 2,574,042	\$ 2,620,262	\$ 2,773,913
Permits, Fees and Charges	\$ 1,154,490	\$ 1,210,560	\$ 1,237,997	\$ 1,243,884	\$ 1,272,399
Grants	\$ 762,800	\$ 764,950	\$ 767,140	\$ 767,140	\$ 769,380
Interest & Other	\$ 221,910	\$ 222,560	\$ 223,210	\$ 223,210	\$ 223,870
SUBTOTAL REVENUES	\$ 4,349,611	\$ 4,598,750	\$ 4,802,389	\$ 4,854,496	\$ 5,039,562
EXPENSES					
General Government	\$ 1,151,986	\$ 1,188,156	\$ 1,214,554	\$ 1,253,952	\$ 1,253,910
Public Works	\$ 709,195	\$ 719,394	\$ 794,618	\$ 735,030	\$ 745,523
Planning & Development	\$ 399,480	\$ 406,960	\$ 414,390	\$ 421,800	\$ 429,630
Water Utility	\$ 613,880	\$ 629,310	\$ 645,277	\$ 651,164	\$ 667,869
Capital	\$ 346,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Amortization	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
SUBTOTAL EXPENSES	\$ 4,140,541	\$ 3,903,820	\$ 4,028,839	\$ 4,021,947	\$ 4,056,932
SURPLUS / (DEFICIT)					
	\$ 209,070	\$ 694,930	\$ 773,550	\$ 832,549	\$ 982,630
INTERNAL TRANSFERS					
Transfer to (from) Reserves	-\$ 1,186,870	-\$ 1,664,730	-\$ 1,743,350	-\$ 1,808,350	-\$ 1,952,230
Transfer to (from) Surplus	\$ 57,800	\$ 49,800	\$ 49,800	\$ 55,800	\$ 49,600
Investment in TCA	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
SUBTOTAL INTERNAL EXPENSES	-\$ 209,070	-\$ 694,930	-\$ 773,550	-\$ 832,550	-\$ 982,630
FINANCIAL PLAN BALANCE					
	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

VILLAGE OF ANMORE

BYLAW NO. 595-2019

A bylaw to approve the Five-Year Financial Plan for the years 2019 through 2023

WHEREAS pursuant to the provisions of the *Community Charter* stating that a municipality must have a Financial Plan adopted annually, by bylaw, before the 15th of May in each year;

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- Regularly review and compare the Village's distributions of tax burden relative to other municipalities having similar property class composition.

Table 2 – Distribution of Property Tax Rates

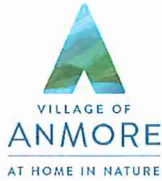
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SUBTOTAL INTERNAL EXPENSES	-\$ 209,070	-\$ 694,930	-\$ 773,550	-\$ 832,550	-\$ 982,630
FINANCIAL PLAN BALANCE					
	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 26, 2019

Submitted by: Jason Smith, Manager of Development Services

Subject: Infill Development Policy and the Community Amenity Contribution Target

Purpose / Introduction

The purpose of this report is to respond to the concerns raised by the Anmore Infill Support Group, as directed by Council at its January 8, 2019 Council meeting

Recommended Options

That no changes be made to the Infill Development Policy and Community Amenity Contribution target contained within the policy and that this report be received for information.

Background

As part of the Village's consideration of enabling infill development, considerable effort was made in determining what an appropriate Community Amenity Contribution (CAC) should be and transparently communicating that to the public.

In the spring of 2017, Council directed staff to hire a land economist to make a recommendation for an appropriate CAC target. The Village retained the services of GP Rollo and Associates to make this recommendation and they provided a report to Council on December 5, 2017 (**Attachment 1**). Council, in light of the public interest in this matter, directed staff to host a public meeting specifically on the CAC target and how it was arrived at. A public meeting on CAC's and infill development was held on February 6, 2018 with a representative from GP Rollo and Associates in attendance. This meeting addressed how the target was derived and the rationale for the recommendation.

A summary report addressing many of the concerns raised at that meeting was provided to Council at their February 20, 2018 regular Council meeting (**Attachment 2**). This report addressed the main issues raised at the public meeting, namely:

1. The CAC amount is too high.
2. The CAC amount is not consistent with what has been paid in past CD rezonings

Report/Recommendation to Council

Infill Development Policy and the Community Amenity Contribution Target

April 26, 2019

3. Why should infill development be expected to pay for a new Village hall?
4. The proposed CACs discriminate against long term residents of Anmore.

The report also addressed how the development of a CAC target was based on the provincial guidelines for establishing a CAC target.

Discussion

At the January 8, 2019 Council meeting a delegation representing the Anmore Infill Development Support Group presented to Council the following concerns, staff responses are included under each identified concern:

1. Do not understand how CAC was arrived at

The GP Rollo report recommended that the Village set a CAC target of \$150,000 for each new lot created through infill development. This recommendation was based on an evaluation of 6 test cases of infill development based on actual properties and their land values in Anmore. An analysis was conducted on what the value of the “lift” would be for each of the properties in an infill development scenario. The lift is the amount of increased value to a property that is created as a result of a municipality granting additional development rights. Based on commonly used practices in many other local government jurisdictions, the report calculated what 50% of the lift would be for each of these test cases. This formed the basis for determining the target. It should be noted that looking at the six examples developed in the report, \$150,000 was less than the average for the six examples.

2. Compare to neighbouring communities

The GP Rollo report contained a list of the CAC approaches and policies used in many jurisdictions throughout Metro Vancouver. They recommended, that given the circumstances for infill development, the best approach for establishing a CAC target was to base it on 50% of the lift, which staff and Council supported,.

3. Compare to amount paid by builders

The Anmore Infill Support Group presented their CAC analysis for a proposed CD rezoning at 2307 Sunnyside Road. This analysis was flawed in a few crucial ways. The analysis did not recognize the current development rights and therefore miscalculated the “lift.” There was no value attached to unique amenities being proposed in the proposal such as the provision of open space, the increased road dedication along Sunnyside Road, or the provision and construction of trails.

Report/Recommendation to Council

Infill Development Policy and the Community Amenity Contribution Target

April 26, 2019

As was stated in the previous staff report from February 2018, the issue of what was realized in terms of CACs from previous rezonings and the perceived discrepancy between what is being proposed for infill development was raised. The calculation of the lift and determining what an appropriate amount is, is a more complicated matter for larger lots being considered for a CD rezoning. In a CD rezoning, there is already development potential that exists, an increased cost for infrastructure, and an expectation for the provision of a significant portion of land dedicated to the Village as green space.

It should be noted that in the case of the 2307 Sunnyside Road CD rezoning proposal, the Village did retain the services of GP Rollo and Associates to undertake an analysis, based on the 50% of the "lift" principle, of the proposed CAC package and the proponents adjusted their CAC package as a result.

4. CAC should reflect actual useable square feet of the land

No local government uses square feet of land for the calculation of CACs with regards to the single family residential development, as it is not the best measure for determining value for single family development.

5. Favoritism towards developers versus long term residents

As was stated in the February 2018 staff report, the determination of the CAC target is based solely on land values and the increase in value that the Village would be conferring on the land owner through a rezoning. The profession of the owner or length of ownership have no bearing on the determination of land values.

6. Changing market conditions has changed underlying land values

No data has been presented to demonstrate that there has been a change in the land values.

7. High CAC an unfair barrier to retired residents

As was stated above, the determination of the CAC target is a function of the land values and the personal circumstances of the land owner has no bearing on the determination.

8. Proposed CAC contradicts CAC guidelines

The rationale for determining and setting CAC target followed the recommended course of action in the British Columbia Provincial Guidelines regarding CACs and is consistent with

Report/Recommendation to Council

Infill Development Policy and the Community Amenity Contribution Target

April 26, 2019

the *Local Government Act*. The recommendation to set a CAC target for infill development is based on the premise to be open, transparent and fair.

The development and setting of the CAC targets was conducted in a manner that was transparent and relied upon specialized professional expertise. At this time staff do not recommending making any changes to the Infill Development Policy and the CAC target contained within it.

Staff would recommend that should Council wish to consider making a change to the CAC target that this should be done in a manner that is consistent with past practice – relying on professional expertise with specialize knowledge of the local land values.

Other Options

The following options are provided for Council's consideration:

1. That no changes be made to the Infill Development Policy and Community Amenity Contribution target contained within the policy and that this report be received for information; [Recommended]

Or

2. That Council direct staff to retain the services of GP Rollo and Associates to re-evaluate the analysis used to make the CAC target recommendation to reflect the most recent market conditions and present those findings to Council for consideration;

Or

3. That Council advise staff of any changes that they would like to make to the Infill Development Policy.

Financial Implications

There would be no financial implications for Option 1. Option 2 would entail the cost of hiring GP Rollo to re-evaluate their recommendation. Option 3 costs would depend on the desired changes but should not entail any costs beyond staff time should it not require the use of consultants.

Report/Recommendation to Council

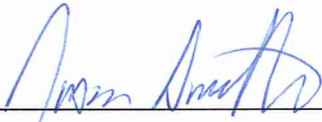
Infill Development Policy and the Community Amenity Contribution Target

April 26, 2019

Attachments:

1. GP Rollo and Associates Report Dated November 28, 2017.
2. Report titled "Community Amenity Contribution Target for Infill Development" and dated February 15, 2018.

Prepared by:



Jason Smith

Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer



November 28, 2017

Jason Smith
 Manager of Development Services
 Village of Anmore
 2697 Sunnyside Road,
 Anmore, BC V3H 5G9

Re: Village of Anmore Infill Development and Community Amenity Contribution Study

G. P. Rollo & Associates (GPRA) has been retained to prepare an Infill Development and Community Amenity Contribution (CAC) Study for the Village of Anmore. The purpose of the analysis is to explore the potential to secure contributions from rezonings of infill development lots to assist in the funding of a new Village Hall community space, parks, trails and other infrastructure not funded through DCCs or by other means. In addition, GPRA has been asked to make recommendations on how best to update rates to reflect changes in the market.

To begin, GPRA conducted a scan of policies and practices of other jurisdictions in the Lower Mainland with regard to density bonusing and amenity contributions. The purpose of this scan was to provide background for the study and to provide a framework within which to prepare analysis.

The second piece consisted of the preparation of proforma analysis for 6 case studies looking at hypothetical potential rezoning scenarios that would involve an increase in density on the sites. These case studies are entirely hypothetical and are intended to be illustrative examples of the types of infill development rezonings that the Village might receive. Hypothetical case studies were chosen over specific sites due to the relatively small size of the community and the limited number of potential lots from which to select cases. It was determined through discussion with the Village that it was not appropriate to identify specific lots that would constitute the basis for analysis, but rather focus on the general attributes and conditions for the types of properties that would be appropriate candidates for this type of infill in Anmore through a set of hypothetical cases.

CAC & DENSITY BONUSING REVIEW OBSERVATIONS & COMMON PRACTICES

GPRA has observed the following common practices in jurisdictions in Metro Vancouver:

- Many jurisdictions use both density bonusing and CACs in conjunction with one another
- There is a trend toward more transparency in how CAC rates are calculated and toward set rates of contribution rather than primarily negotiated contributions
- Developers prefer established rates for contributions as it creates cost certainty when they are considering projects and negotiating purchase of lands
- Set CAC rates should not add to unit prices for end users, but should instead create downward pressure on land sales prices for land that will be rezoned
- Many jurisdictions have rates set for the entire jurisdiction with area specific rates set for designated growth areas/neighbourhoods
- Similar to DCCs, CACs should be regularly reviewed to keep current with market trends and housing values, as well as the projected cost of the basket of amenities
- Even with set rates for contribution many jurisdictions reserve the right to enter into negotiated contributions for unusual rezonings that may not have been considered in the OCP
- There is value in regularly testing whether contribution rates create an unfair burden on developers and create an inhospitable environment for developers to operate

On the page following GPRA has provided a table outlining current practices of jurisdictions in Metro Vancouver regarding Community Amenity Contributions.

CURRENT DENSITY BONUS/CAC POLICIES IN METRO VANCOUVER

Municipality	Density Bonus/CAC
Abbotsford	Small voluntary contribution for public art
Burnaby	\$ per sq. ft. (buildable) Bonus Density based on current market values
Coquitlam	\$3/sq. ft. new multifamily residential floorspace up to 2.5 FAR; \$4,800-\$5,500 for one-family lots
Langley City	\$1,000/unit
Maple Ridge	\$5,100 per one-family lot; \$4,100 per townhouse dwelling unit; \$3,100 per apartment dwelling unit; bonus density \$3,100 per multifamily unit or additional lot
New Westminster	ad hoc through negotiation
North Vancouver City	ad hoc through negotiation
North Vancouver District	Where case by case negotiations occur, the target is to capture 50% to 75% of value of land lift attributed to rezoning.
Pitt Meadows	\$2,100 per single family lot \$2,800 per townhouse unit \$2,400 per apartment unit
Port Coquitlam	100% in RA1 (low-rise apartment) zone, otherwise negotiated
Port Moody	ad hoc through negotiation
Richmond	\$2/sq.ft. buildable for single family; \$4/sq.ft. buildable for townhouse; \$6/sq.ft. buildable for apartments <81 units; 5% residential area for Affordable Housing for apartments >80 units
Surrey	Capital cost of NCP amenities determined by City in NCP areas
Township of Langley	ad hoc through negotiation
Vancouver	\$55/sq.ft. bonus area in Cambie Corridor; ad hoc through negotiation elsewhere
West Vancouver	ad hoc through negotiation
White Rock	\$30/ sq.ft. over 1.75 FAR in Town Centre; ad hoc through negotiation outside

While the rates indicated on the table may not be commensurate with what may be appropriate for the Village of Anmore it is useful to understand what other communities do insofar as density bonusing and amenity contributions. For instance, when establishing flat fees for density bonus rates or CACs, typically a jurisdiction will not seek 100% of monies being identified as being available, but will rather share a portion with the developer. The portion shared varies by community, with the share generally being higher in favour of the municipality in more urban centres (80% or more in Vancouver, 75% in Victoria, 100% in Burnaby's Metrotown), but usually closer to a 50/50 split in less urban jurisdictions. This sharing of the available monies is important for a variety of factors, not least of which is to reflect that not all developments are the same, and in some circumstances a share greater than 50% for the municipality could result in making a project economically unviable.

Also of note is that most, if not all, of the municipalities on this table are generally focused on infill development of a much denser form than the Village of Anmore is focused on here. In cases where there is a flat rate for single family lots the value is quite low, which reflects the smaller lot sizes that are being redeveloped in these jurisdictions (typically the properties are smaller than 10,000 square feet with the new lots being 5,000 square feet or smaller).

ANMORE MARKET CONDITIONS

Anmore represents a unique market compared to most other municipalities in Metro Vancouver in that there remain a significant number of large single family lots that have subdivision potential while still resulting in lot sizes in and around one acre or more in size. This combined with the attractiveness of Anmore for affluent buyers contributes to the high value for parcels around one acre.

When analyzing subdivision of single family parcels the key thing to note is that value lies in incremental utility created from a parcel of land through additional development potential. Purchasers in Anmore place a fairly high value on larger single family lots, but there is not a commensurate drop in value when the parcel is an acre versus 2+ acres – both are estate lots that attract wealthy purchasers and both can have quite large single family dwellings built on them. BC Assessment data for Anmore indicates that properties close to 2 acres have a value around \$800,000 to \$1 million per acre compared to a value of \$1.2 to \$1.4 million per acre for properties close to 1 acre in size (so a 2 acre property might have a value of \$1.6 million whereas a 1 acre property in the same area may have a value of \$1.4 million). Compare this to other municipalities in Metro that typically have existing single family lots that are less than 10,000 square feet in size. Values differ by area, but the difference in perceived value between a 10,000 square foot lot and one half that size is still there, but is less pronounced due to their smaller size, the size of the home that one could build on both sizes of lots, as well as market differences compared to properties in Anmore.

There is also competition for land among different development types and densities in most other areas of Metro Vancouver as opposed to Anmore which has resulted in higher base values for land in these more urban settings that reduces the lift value when looking at subdivisions on standard city lots. As such, a municipality such as Coquitlam might have a relatively small fee for

single family subdivision, but the reality is that they expect to see very few applications of this nature and the real increase in value lies in significant densification to townhouse or apartments.

Nonetheless, it is important to note that in most cases the rates on this table have been arrived at through a similar analysis to what is being presented here.

CASE STUDIES

GPRA has prepared 6 case studies for analysis. The cases were intended to be illustrative of the types of rezoning applications the Village might see if infill development were to be permitted in the Village. The cases involve rezoning from larger lot single family uses (ranging in size from roughly 1 to 2 acres with the stipulation that they must have at least 50 metre frontage) to higher density single family uses with average new parcel sizes being roughly half an acre.

METHODOLOGY & ASSUMPTIONS

For all test cases GPRA has looked at BC Assessment data for the Village to get a sense of the value per acre for existing land uses in the analysis.

The analyses are created using a standard developer proforma wherein estimates of revenues and costs are inputs and the remaining variable is the desired profit, which is determined following a revenues minus costs equals profit formula.

For the purpose of this analysis GPRA is preparing a set of residual land valuations. A residual land valuation uses a proforma to determine the highest possible value that a developer could pay for a parcel while still achieving an acceptable return on their investment. In a residual land valuation, however, an assumption on developer's return needs to be included in order to leave the land value as the variable to solve for. For these analyses GPRA has determined the residual value based on the developer achieving an acceptable profit of 15% on total project costs, calculated as a representative portion of overall project costs for the proposed development¹.

The residual values are the maximum supported land value a developer could pay for the site (under the density and conditions tested) while achieving an acceptable return for their project. This means that a developer could pay the indicated value for the land, develop and sell the finished product and achieve a profit of 15% at the end of the day. If by chance the land were bought for less than the indicated value, this would result in an increased profit for the developer and conversely if bought for more than the value indicated there would be less profit for the developer. The residual land value determined from this analysis is then compared to the

¹ 15% profit on project cost is used as an industry minimum standard developers need in order to consider a project viable and to secure financing through a lender.

value of the site under the current zoning to establish a 'lift' in value that arises from the change in density. This lift in value is the total potential monies that are available for public amenities.

GPRA determined sales revenues used in the analyses from a review of recent sales and offerings for sale of recently developed single family dwellings within the Village, with a focus on homes that were deemed comparable to those in the case studies. Costs were derived from sources deemed reliable, including the Village of Anmore, and information readily available from quantity surveyors on average hard construction costs in the area. Development or soft costs have been drawn from industry standards, and from the Village's sources. All other assumptions have been derived from a review of the market and from other sources deemed reliable by GPRA.

CASE STUDY RESULTS

The analysis prepared by GPRA indicates that there is potentially money available for the Village to collect for amenities from rezoning for higher density single family development. The table below shows the 6 test cases with the current value per acre, the indicated new lots created and the residual land value based on the proforma analysis, and the resulting lift value. The charge per new lot in the last column of the table is intended to represent one example of how the Village could capture a share with a fee: the 50% Village share divided by the number of new lots created beyond the first. The case studies themselves are included in an Excel file as a technical appendix.

HYPOTHETICAL CASE STUDIES ANALYSIS

Cases	Acres	Units	Base Value per Lot	Residual per Lot	Lift Value per Lot	Village Share 50%	Charge per New Lot
Case 1	1.00	2	\$1,178,878	\$1,477,305	\$298,427	\$149,214	\$149,214
Case 2	1.61	3	\$1,380,000	\$2,379,476	\$999,476	\$499,738	\$249,869
Case 3	1.00	2	\$1,332,000	\$1,477,305	\$145,305	\$72,652	\$72,652
Case 4	1.58	3	\$1,516,000	\$2,357,621	\$841,621	\$420,811	\$210,405
Case 5	0.96	2	\$1,014,000	\$1,398,895	\$384,895	\$192,448	\$192,448
Case 6	1.43	3	\$1,165,000	\$2,087,383	\$922,383	\$461,192	\$230,596

There is a high degree of variability of what the potential lift in value might be from rezonings of this nature, but generally speaking the rezoning will support a significantly higher land value in the test cases than indicated for the base value (indicated by the 2017 BC Assessment value) for the entire site.

Of note, Case 3 shows a significantly lower lift than the other case studies. In reviewing the assessment roll for properties that were considered to be infill candidates by the Village GPRA noted that a few properties had higher than average assessed values. As a result, GPRA chose to compare the supported value from a 1 acre parcel divided into 2 half acre parcels to this higher than average base value. This is intended to illustrate that not all subdivision rezonings will necessarily result in huge incremental value for the developer.

There is typically some sharing of the lift between the community and the developer, and GPRA suggests that a 50/50 share would be appropriate for the Village to pursue. If this is the direction pursued by the Village GPRA recommends choosing a fee that is on the lower end of the examples from the Case Studies. From this analysis GPRA would suggest a fee of \$150,000 for each additional lot created beyond the first would be appropriate.

CONCLUSIONS & RECOMMENDATIONS

After having completed a scan of density bonusing and community amenity contribution policies and practices of other Lower Mainland jurisdictions and preparation of six hypothetical test cases looking at adding density through infill development rezonings in the Village of Anmore, GPRA has the following conclusions and recommendations to share:

- Although there is not uniformity in the Lower Mainland, most jurisdictions collect money for amenity contributions at rezoning and through density bonusing.
 - Few jurisdictions have a set 'basket of goods' for public amenities that have been costed out that monies are specifically collected to pay for, although indications are that more jurisdictions are taking this approach than in the past.
 - Few jurisdictions rely solely on negotiated contributions – most have a fixed fee or formula for amenity contributions, primarily based on a rate per square foot/metre of building area.
 - Many jurisdictions have distinct amenity contribution rates for different planning areas or neighbourhoods in their community.
- The analysis of the six hypothetical test sites situated within the Village of Anmore indicates that there is potential for the Village to collect some money for amenity contributions through rezonings.
 - However, BC Assessment has increased property values for the Village in general for the 2017 roll, some by as much as 40% or more compared to 2016 values.
 - There are signs that the market is slowing with reduced sales across all housing types in recent months in year over year trends. This may be due a confluence of circumstances, including the Province's recent 15% tax on foreign buyers, the Federal Government's tightening of lending rules, and the relative attractiveness of other markets in consideration of higher price points in the Lower Mainland than elsewhere.
 - This is all to say that this analysis is using high sales prices for residential single family housing, which may not hold, and high base land values (using assessed values), which may be showing some signs of weakening in recent sales trends.

- The result is an analysis with a high degree of variability that could see significant swings up or down depending on a variety of factors.
- GPRA notes that the analysis is intended to show the total potential amount of additional value per acre of land generated through additional density or rezoning.
- In general, GPRA recommends that jurisdictions seek no more than 50% of the indicated lift from rezonings when deriving a flat fee.
- If the Village wishes to, GPRA estimates that there is the potential add a CAC of \$150,000 for each additional single family lot created beyond the first.
- Should the Village choose to introduce the new CACs we do recommend consultation with the public and local development community to hear feedback.
- GPRA recommends that, like the DCC program, CAC rates are revisited periodically (ideally every 2-3 years, but not less than every 5 years). In the intervening period CACs can be updated annually through indexing them to match CPI, with the major adjustments coinciding with the periodic review.

In conclusion, GPRA suggests that the Village has the potential to collect monies for public amenities without adversely impacting development. Most other jurisdictions in the Lower Mainland also collect amenity contributions without significant developer pushback.

I trust that our analysis will be helpful in informing the Village in their future policies around infill development and community amenity contributions. I anticipate that after reviewing this memo that staff will wish to have a meeting to discuss further.

Yours truly,



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VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: February 15, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Community Amenity Contribution Target for Infill Development

Purpose / Introduction

The purpose of this report is to seek Council's direction for a Community Amenity Contribution target to be set as part of the forthcoming Infill Development Policy.

Recommended Option

That Council direct staff to include a Community Amenity Contribution Target of \$150,000 be included in the forthcoming Infill Development Policy;

And that Council direct staff to bring forward a draft Infill Development Policy and Official Community Plan Amendment to the next Regular Council meeting.

Background

Council directed staff in May 2017 to implement the recommendation of the Mayor's Task Force on Land Use to hire a land economist to provide a recommendation on an appropriate target for Community Amenity Contributions (CACs) for Infill Development.

At the December 5, 2017 Council meeting, staff received the consultant's report and recommendation and directed to staff to arrange for a public information meeting to be held on the topic of CACs for Infill Development. The intent of holding the meeting was to inform the public on how the recommendation was arrived at and to hear from the public their questions, views and comments. The public information meeting was held on February 6, 2018.

Discussion

CACs are a tool commonly used by local governments to help ensure that the benefits of new development are shared in the wider community and play a key role in developing or securing new amenities that might not be otherwise possible or financially feasible.

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The intent of commissioning the consultant's report and hosting a public meeting was to help Council, Village staff and the public better understand what CACs are, how they might be calculated, what an appropriate amount might be in the case of infill development and to recommend an amount. Staff hired GP Rollo and Associates (GP Rollo) to prepare a report and make a recommendation as to what an appropriate CAC target for infill development in Anmore could be.

The GP Rollo report recommends that the Village set a CAC target of \$150,000 for each new lot created through infill development. This recommendation was based on an evaluation of 6 test cases of infill development based on actual properties and their land values in Anmore. An analysis was conducted on what the value of the "lift" would be for each of the properties in an infill development scenario. The lift is the amount of increased value to a property that is created as a result of a municipality granting additional development rights. Based on commonly used practices in many other local government jurisdictions, the report calculated what 50% of the lift would be for each of these test cases. This formed the basis for determining the target.

The rationale for determining and setting CAC target followed the recommended course of action in the British Columbia Provincial Guidelines regarding CACs and is consistent with the *Local Government Act*. The recommendation to set a CAC target for infill development is based on the premise to be open, transparent and fair.

The intent of CACs is that they will be used to provide the capital funds for amenities such as the new village hall and community space, and the improvement/expansion of the parks and trails system. It should be noted that the CAC target is a target and that each application that comes forward would be considered on its own merits, should infill development be permitted. As with all rezonings, the CAC package would be negotiated as part of the process.

Issues Raised at the Public Information Meeting

In response to the recommendations in the report, there were several issues raised at the public information meeting and in correspondence received. Below outlines the common feedback and staff's response:

1. The amount is too high

There was no pre-determined outcome for the CAC target amount. The means for arriving at the CAC target followed common practices based on looking at the community retaining

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approximately 50% of the lift. Land values in Anmore are high and this results in a high number. The size of the properties being created involved are considerably larger than found elsewhere in the region. It should also be noted that Village would be conferring a significant increase to the value of the property through a rezoning, which would otherwise not exist (the "lift").

2. The amount is not consistent with what has been paid in past CD rezonings

The issue of what was realized in terms of CACs from previous rezonings and the perceived discrepancy between what is being proposed for infill development was raised. The calculation of the lift and determining what an appropriate amount is, is a more complicated matter for larger lots being considered for a CD rezoning. In a CD rezoning, there is already development potential that exists, an increased cost for infrastructure, and an expectation for the provision of a significant portion of land dedicated to the Village as green space. Despite this, it will be staff's recommendation going forward that all CD rezoning proposals be required to undergo a review by a land economist working for the Village to ensure that the Village and the community can negotiate for amenities on the best information possible.

3. Why should infill development be expected to pay for a new village hall

It is not expected that the infill development will pay for the village hall. The land for the hall and considerable dollar amounts have already been collected as CACs from past rezonings, and CACs will be negotiated for all future rezonings. The Village will also be exploring other funding opportunities, such as grants, to help pay for a new village hall.

4. The proposed CACs discriminate against long term residents of Anmore

The determination of the CAC target is based solely on land values and the increase in value that the Village would be conferring on the land owner through a rezoning. The profession of the owner or length of ownership have no bearing on the determination of land values. No owner is under any obligation or requirement to seek a rezoning to allow for infill development.

Next Steps for Infill Development

As has been previously determined, should Council wish to proceed with permitting Infill Development, an OCP amendment will be required. As per Council direction, made in May 2017, staff have been drafting an OCP amendment and accompanying policy. The determination of the CAC target is the last element to be finalized before a complete draft is ready for Council review. Should Council set a CAC target, as is recommended in this report,

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staff will incorporate that target in the policy and bring the OCP amendment and draft Infill Development policy to Council for their initial review. Staff will then be seeking Council's direction on how best to move forward. Staff's intent would be to present the draft OCP amendment and Infill Development policy to Council at the March 6, 2018 Regular Council meeting.

Other Options For Consideration

The following options are presented for Council's consideration:

1. That Council direct staff to include a Community Amenity Contribution Target of \$150,000 be included in the forthcoming draft Infill Development Policy;

And that Council direct staff to bring forward a draft Infill Development Policy and Official Community Plan Amendment to the next Regular Council meeting.

[Recommended]

Or

2. That Council direct staff to include a Community Amenity Contribution Target of (amount to be determined by Council) be included in the forthcoming draft Infill Development Policy.

Or

3. That Council direct staff to provide a different approach for negotiating Community Amenity Contributions associated with Infill Development.

Or

4. That Council advise staff to not proceed with consideration of Infill Development.

Financial Implications

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

Attachments:

1. GP Rollo and Associates Report Dated November 28, 2017
2. Letter from Coleen Hackinen dated February 6, 2018
3. Letter from Fiona Cherry dated February 11, 2018

Report/Recommendation to Council

Community Amenity Contribution Target for Infill Development

February 15, 2018

Prepared by:

Jason Smith
Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence

Chief Administrative Officer