



REGULAR COUNCIL MEETING AGENDA

Monday, December 10, 2018
7:00 P.M.
Council Chambers, Langley City Hall
20399 Douglas Crescent

Pages

1. ADOPTION OF AGENDA

- a. Adoption of the December 10, 2018 Regular Agenda

2. ADOPTION OF THE MINUTES

- a. Regular Meeting Minutes from December 3, 2018

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3. COMMUNITY SPOTLIGHTS

- a. Magic of Christmas Parade Committee
Parade Entry Award Presentation

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4. MAYOR'S REPORT

- a. Upcoming Meetings
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- b. Library Happenings - Councillor Martin
- c. Recreation Update
Kim Hilton, Director of Recreation, Culture and Community Services
- d. Discover Langley City - Councillor Albrecht

5. BYLAWS

- a. Bylaw 3061 - Zoning Amendment Bylaw
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19737, 19755 and 19763 55 Avenue from RS1 Single Family Residential
Zone to CD57 Comprehensive Development Zone to accommodate a 36
unit, 3 storey townhouse development

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MINUTES OF A REGULAR COUNCIL MEETING

Monday, December 3, 2018

7:00 p.m.

Council Chambers, Langley City Hall
20399 Douglas Crescent

Present: Councillor van den Broek
Councillor Albrecht
Councillor Martin
Councillor Pachal
Councillor Storteboom
Councillor Wallace

Absent: Councillor James

Staff Present: F. Cheung, Chief Administrative Officer
D. Leite, Director of Corporate Services
R. Bomhof, Director of Engineering, Parks and Environment
G. Minchuk, Director of Development Services and Economic Development
K. Hilton, Director of Recreation, Culture and Community Services
K. Kenney, Corporate Officer

1. **ADOPTION OF AGENDA**

- a. Adoption of the December 3, 2018 Regular Agenda

MOVED BY Councillor Albrecht
SECONDED BY Councillor Martin

THAT the December 3, 2018 agenda be adopted as amended by removing Magic of Christmas Parade Committee Community Spotlight from the agenda.

CARRIED

2. **COMMITTEE OF THE WHOLE**

MOVED BY Councillor Albrecht
SECONDED BY Councillor Pachal

THAT Council commence Committee of the Whole.

CARRIED

a. Bylaw 3092 - Financial Plan Amendment Bylaw

Darrin Leite, Director of Corporate Services

The Director of Corporate Services advised the Financial Plan Amendments are related to amendments to the Capital Improvement Plan.

The Mayor asked whether any correspondence had been received in relation to the bylaw and whether there were any speakers on the speakers list. The Corporate Officer advised no correspondence had been received and that there were no speakers on the speakers list.

Mayor van den Broek asked if there was anyone in the gallery who wished to comment on Financial Plan Amendment Bylaw No. 3092. There were no speakers.

MOVED BY Councillor Wallace

SECONDED BY Councillor Pachal

THAT the Committee of the Whole rise and report.

CARRIED

3. **ADOPTION OF THE MINUTES**

a. Regular Meeting Minutes from November 19, 2018

MOVED BY Councillor Martin

SECONDED BY Councillor Albrecht

THAT the minutes of the regular meeting held on November 19, 2018 be adopted as circulated.

CARRIED

b. Special (Pre-Closed) Meeting Minutes from November 19, 2018

MOVED BY Councillor Wallace

SECONDED BY Councillor Pachal

THAT the minutes of the special (pre-closed) meeting held on November 19, 2018 be adopted as circulated.

CARRIED

- c. Public Hearing Minutes from November 19, 2018

MOVED BY Councillor Albrecht
SECONDED BY Councillor Wallace

THAT the minutes of the public hearing meeting held on November 19, 2018 be adopted as circulated.

CARRIED

4. BUSINESS ARISING FROM COMMITTEE OF THE WHOLE

- a. Bylaw 3092

Final reading of a bylaw to amend the 2018 – 2022 Financial Plan

MOVED BY Councillor Martin
SECONDED BY Councillor Albrecht

THAT the bylaw cited as “Financial Plan 2018 - 2022 Bylaw, 2018, No. 3051, Amendment No. 2, Bylaw, 3092” be read a final time.

CARRIED

5. DELEGATIONS

- a. Langley City Staff

Long Service Award Recognition

Mayor van den Broek and the Francis Cheung, Chief Administrative Officer presented long service awards to the following employees:

- Roy Beddow (20 years)
- Christine Daum (20 years)
- Jeff Speers (20 years)

The long service of the following employees who could not be in attendance to accept their awards was also recognized:

- Janine Clough (10 years)
- Colin Galway (25 years)
- Rosa-Anna Haney (20 years)
- Brent Perry (20 years)
- Jerome Picha (10 years)
- Mike Veitch (30 years)

The Mayor presented Francis Cheung with awards from the Local Government Management Association and the International City

Management Association for dedicating 25 years of service to local government.

6. COMMUNITY SPOTLIGHTS

7. MAYOR'S REPORT

a. Upcoming Meetings

Regular Council Meeting – December 10, 2018

Regular Council Meeting – January 14, 2019

b. Engineering Update

Rick Bomhof, Director of Engineering, Parks and Environment, provided a report on the following:

- New Playground Features added at Rotary Park
- Michaud Crescent Traffic Calming – Curb bulges
- 50th Ave Traffic Calming – Curb bulges in front of Conder Park
- New Pedestrian Signal – 208 St at 50 A Ave
- New Pedestrian Signal – 204 St at 54 Ave
- New LED Post Top Lights Installed at Douglas Park
- New Street Lights in Downtown Laneways
- Penzer Park Picnic Shelter
- Penzer Park – New Parking Lot complete
- Penzer Park Washroom
- LED Streetlighting Program Update
- Michaud Park Community Garden
- Brydon Park – new Zip Line
- Additional Zipline at Linwood Park
- New Signs at Sendall Gardens and Brydon Lagoon
- City Park Spray Park Expansion
- City Park Sports-field Renovation
- Pedestrian Bridge Replacement on Nicomekl River
- Curb Bulges ta 198 St and 53 Ave for Traffic Calming
- New Picnic Tables
- Grand Opening of City Park Playground
- New PowerLine Trail Markers
- 48 Ave Culvert Replacement
- Conder Park Trail
- Sidewalk on 46A, 206 Street to 208 Street
- 50 Avenue Culvert Replacement
- Douglas Crescent, 206 Street to 208 Street
- Duncan Way: Multi Use Pathway

- Christmas Decorations

A Councillor requested staff investigate site lines being impacted at the crosswalk at 208th Street and 50th.

8. **BYLAWS**

- a. Bylaw 3090 - Zoning Amendment and Development Permit No. 16-18

Third reading of a bylaw to rezone the properties located at 5398, 5410, 5448 - 208 Street from RS1 Single Family Residential Zone to CD66 - Comprehensive Development Zone to accommodate a 40 unit, four (4) storey condominium apartment development

MOVED BY Councillor Albrecht
SECONDED BY Councillor Pachal

THAT the bylaw cited as "Zoning Bylaw 1996, No. 2100 Amendment No. 158, 2018, No. 3090" be read a third time.

BEFORE THE QUESTION WAS CALLED, in response to a question and comment from Council, Patrick Xu Yang, Pacific West Architecture and Darryl Sarauer, Manager of Engineering, Valley Group of Companies advised that:

- an agreement has been entered into with St. Joseph's Church to provide off street parking for construction workers;
- they will be mindful of working on long weekends.

THE QUESTION WAS CALLED and the motion was

CARRIED

- b. Bylaw 3093 - Waterworks Regulation Bylaw

First, second and third reading of a bylaw to amend the Waterworks Regulation Bylaw

MOVED BY Councillor Martin
SECONDED BY Councillor Pachal

THAT the bylaw cited as the "Waterworks Regulation Bylaw, 2004, No. 2550, Amendment No. 21 Bylaw, 2018, No. 3093" be read a first time.

THAT the bylaw cited as the "Waterworks Regulation Bylaw, 2004, No. 2550, Amendment No. 21 Bylaw, 2018, No. 3093" be read a second time.

THAT the bylaw cited as the "Waterworks Regulation Bylaw, 2004, No. 2550, Amendment No. 21 Bylaw, 2018, No. 3093" be read a third time.

CARRIED

c. Bylaw 3094 - Solid Waste Bylaw

First, second and third reading of a bylaw to amend the Solid Waste Bylaw

MOVED BY Councillor Martin

SECONDED BY Councillor Pachal

THAT the bylaw cited as the "Solid Waste bylaw, 2016, No. 2991 Amendment No. 2, 2018 Bylaw No. 3094" be read a first time.

THAT the bylaw cited as the "Solid Waste bylaw, 2016, No. 2991 Amendment No. 2, 2018 Bylaw No. 3094" be read a second time.

THAT the bylaw cited as the "Solid Waste bylaw, 2016, No. 2991 Amendment No. 2, 2018 Bylaw No. 3094" be read a third time.

CARRIED

d. Bylaw 3095 - Sanitary Sewer and Storm Sewer Rates Bylaw

First, second and third reading of a bylaw to amend the Sanitary Sewer and Storm Sewer Rates

MOVED BY Councillor Albrecht

SECONDED BY Councillor Martin

THAT the bylaw cited as the "Sanitary Sewer and Storm Sewer Rates and Regulation Bylaw, 2003, No. 2494, Amendment No. 17, 2018 Bylaw No. 3095" be read a first time.

THAT the bylaw cited as the "Sanitary Sewer and Storm Sewer Rates and Regulation Bylaw, 2003, No. 2494, Amendment No. 17, 2018 Bylaw No. 3095" be read a second time.

THAT the bylaw cited as the "Sanitary Sewer and Storm Sewer Rates and Regulation Bylaw, 2003, No. 2494, Amendment No. 17, 2018 Bylaw No. 3095" be read a third time.

CARRIED

9. ADMINISTRATIVE REPORTS

- a. Award of Tender T2018-024, City Park Renewal

MOVED BY Councillor Martin
SECONDED BY Councillor Wallace

1. That Council award the Tender T2018-024 City Park Renewal to Cedar Crest Lands (B.C.) Ltd based on their bid of \$627,772.00 (excluding GST);
2. That Council Authorize the Director of Engineering, Parks and Environment and the Corporate Officer to execute the contract document for the Tender 2018-024 City Park Renewal to Cedar Crest Lands (B.C.) Ltd.

BEFORE THE QUESTION WAS CALLED, staff responded to a question from a Council member, advising that staff have confidence in the quality of work of the low bidder, having worked with them previously.

THE QUESTION WAS CALLED and the motion was

CARRIED

10. NEW AND UNFINISHED BUSINESS

- a. Motions/Notices of Motion
- b. Correspondence
- c. New Business

11. ADJOURNMENT

MOVED BY Councillor Pachal
SECONDED BY Councillor Albrecht

THAT the meeting adjourn at 7:32pm.

CARRIED

MAYOR

CORPORATE OFFICER



CITY OF LANGLEY

REQUEST TO APPEAR AS A DELEGATION / COMMUNITY SPOTLIGHT

To appear before Council as a Delegation or Community Spotlight at a Council Meeting, please submit a written request to the Corporate Officer by 12:00 p.m. noon on the Wednesday prior to the scheduled Council Meeting. You may complete this form or provide a letter however please ensure the letter contains the information requested on this form. You can submit your request by email to pkusack@langleycity.ca, in person or by mail at City Hall (20399 Douglas Crescent, Langley BC V3A 4B3), or by fax at 604-514-2838. A staff member will contact you to confirm the meeting date at which you are scheduled to appear before Council.

Council meetings take place at 7:00 p.m. in the Council Chambers on the second floor of Langley City Hall. Delegations are defined as an individual, group of organization making a request of Council. A Community Spotlight is an individual, group or organization providing information or updates on an event or activity. Delegations are limited to a five (5) minute presentation and Community Spotlights are limited to a ten (10) minute presentation. You may speak on more than one (1) topic but you must keep your presentation within the prescribed time limit.

Please attach any material that you wish Council to review in advance of the meeting to this form.

DATE: SEPTEMBER 5, 2018 REQUESTED MEETING DATE: DECEMBER 3, 2018

NAME: MAGIC OF CHRISTMAS PARADE COMMITTEE C/O TERA EDELL

ORGANIZATION NAME: MAGIC OF CHRISTMAS PARADE COMMITTEE
(if applicable)

ADDRESS: TIMMS COMMUNITY CENTRE - 20399 DOUGLAS CRESCENT, LANGLEY BC

CONTACT NUMBER: 604-514-2902

EMAIL ADDRESS: TEDELL@LANGLEYCITY.CA

TOPIC: COMMITTEE MEMBERS AND MAYOR TO PRESENT AWARDS TO

WINNING PARADE ENTRIES FROM THE CHRISTMAS PARADE ON DECEMBER 1, 2018.

AUDIO/VISUAL NEEDS (if yes, specify) NONE

ACTION YOU WISH COUNCIL TO TAKE: MAYOR TO JOIN A DELEGATION FROM
THE PARADE COMMITTEE TO PRESENT THE AWARD(S) AND TAKE A PHOTOGRAPH.



**ZONING BYLAW, 1996, No. 2100
AMENDMENT No. 148, 2018, BYLAW No. 3061
DEVELOPMENT PERMIT APPLICATION DP 06-18**

To consider a Rezoning Application and Development Permit Application by 55 Avenue Holdings Inc. to accommodate a 3-storey, 36-unit townhouse development.

The subject properties are currently zoned RS1 Single Family Residential Zone in Zoning Bylaw No. 2100 and designated “Medium Density Residential” in the Official Community Plan. All lands designated “Medium Density Residential” are subject to a Development Permit to address building form and character.

Background Information:

Applicant:	55 Avenue Holdings Inc.
Owner:	55 Avenue Holdings Inc., 1103300 BC Ltd.
Civic Addresses:	19727, 19737, 19755, 19763 -55 Avenue
Legal Description:	Lots 1,2,3, Section 3, Township 8, New Westminster District, Plan 19625; Lot 4, Section 3, Township 8, New Westminster District, Plan 12439
Site Area:	4,550 m ² (1.124 acres)
Lot Coverage:	50.8%
Total Parking Required:	72 spaces (plus 7 designated visitor spaces)
Total Parking Provided:	72 spaces (plus 7 designated visitor spaces)
Existing Zoning:	RS1 Single Family Residential Zone
Proposed Zoning:	CD57 Comprehensive Development Zone
OCP Designation:	Medium Density Residential
Variances Requested:	None
Development Cost Charges:	\$688,725 (City: \$448,472, GVS&DD: \$147,308, SD35: \$20,945)
Community Amenity Charge:	\$72,000



**ZONING BYLAW, 1996, No. 2100
AMENDMENT NO. 148**

BYLAW NO. 3061

A Bylaw to amend City of Langley Zoning Bylaw, 1996, No. 2100 to add a new Comprehensive Development Zone (CD57) and to rezone the property located at 19727, 19737, 19755, 19763 -55 Avenue to the new zone.

WHEREAS the *Local Government Act* authorizes a local government to zone areas of a municipality and to make regulations pursuant to zoning;

NOW THEREFORE the Council of the City of Langley, in open meeting assembled, enacts as follows:

1. Title

This bylaw shall be cited as the “Zoning Bylaw 1996, No. 2100 Amendment No. 148, 2018, No. 3061”.

2. Amendment

- (1) Bylaw No. 2100, cited as the “Zoning Bylaw, 1996, No. 2100” is hereby amended by adding in Part VII Comprehensive Development Zones the following as the new Zone classification of Comprehensive Development – 57 (CD57) Zone: immediately after Comprehensive Development -56 (CD56) Zone:

“BBB. CD57 COMPREHENSIVE DEVELOPMENT ZONE

1. Intent

This Zone is intended to accommodate and regulate a 3-storey, 36-unit townhouse development.

2. Permitted Uses

The Land, buildings and structures shall only be used for the following uses only:

- (a) Multiple-Unit Residential; and

1. Accessory uses limited to the following:

- (i) *Home Occupations* excluding bed and breakfast and *child care centre*.

3. **Site Dimensions**

The following lot shall form the site and shall be zoned CD57 Comprehensive Development Zone on the Zoning Map, City of Langley Zoning Bylaw, 1996, No. 2100, Schedule "A":

- (a) PID: 010-523-618
Lot 1, Section 3, Township 8, New Westminster District, Plan 19625
- (b) PID: 010-523-634
Lot 2, Section 3, Township 8, New Westminster District, Plan 19625
- (c) PID: 010-523-677
Lot 3, Section 3, Township 8, New Westminster District, Plan 19625
- (d) PID: 002-324-733
Lot 4, Section 3, Township 8, New Westminster District, Plan 12439

4. **Siting and Size of Buildings and Structures and Site Coverage**

The location, size and site coverage of the buildings and structures of the Development shall generally conform to the plans and specifications comprising 31 pages and dated April 16, 2018 prepared by F. Adab Architects Inc. and M2 Landscape Architecture one copy of which is attached to Development Permit No. 06-18.

5. **Special Regulations**

Special regulations shall comply with subsection 9 Special Regulations prescribed in the respective zones under different Parts of this bylaw.

6. **Other Regulations**

In addition, land use regulations including the following are applicable:

- a. General provisions on use are set out in Section I.D. of this bylaw;

- b. Building Permits shall be subject to the City of Langley Building and Plumbing Regulation Bylaw and the Development Cost Charge Bylaw; and
- c. Subdivisions shall be subject to the City of Langley Subdivision and Development Servicing Bylaw, and the *Land Title Act*.”

READ A FIRST AND SECOND TIME this twenty fifth day of June, 2018.

A PUBLIC HEARING, pursuant to Section 464 of the “Local Government Act” was held this ninth day of July, 2018.

READ A THIRD TIME this ninth day of July, 2018.

FINALLY ADOPTED this -- day of --, 2018.

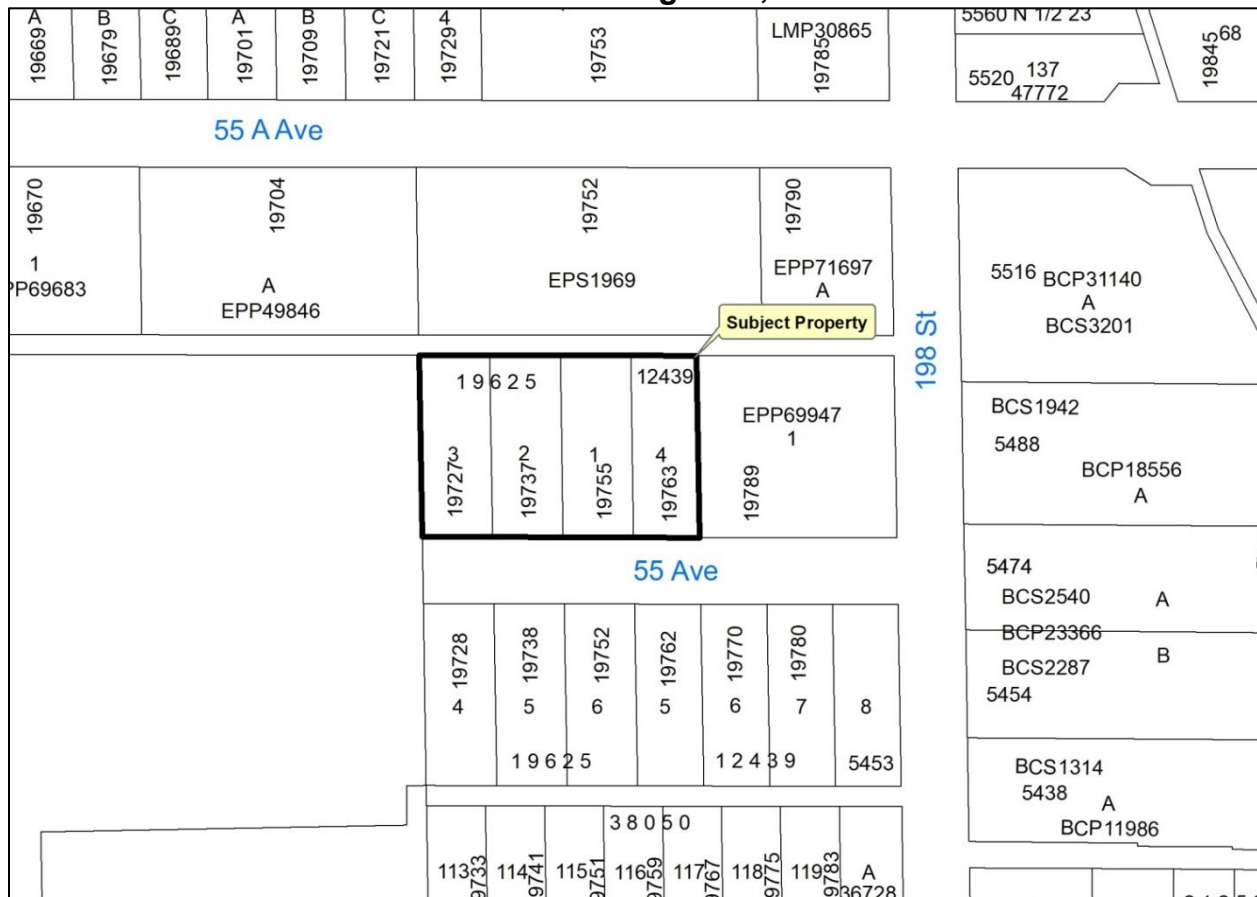
MAYOR

CORPORATE OFFICER



REZONING APPLICATION RZ 05-18 DEVELOPMENT PERMIT APPLICATION DP 05-18

Civic Address: 19727, 19737, 19755, 19763 – 55 Avenue
Legal Description: Lots 1, 2, 3, Section 3, Township 8, New Westminster District, Plan 19625; Lot 4, Section 3, Township 8, New Westminster District, Plan 12439
Applicant: 55 Avenue Holdings Inc.
Owner: 55 Avenue Holdings Inc., 1103300 BC Ltd.





ADVISORY PLANNING COMMISSION REPORT

To: **Advisory Planning Commission**

Subject **Rezoning Application RZ 06-18/
Development Permit Application DP 06-18**

From: Development Services & Economic
Development Department

File #: 6620.00
Doc #:

Date: May 29, 2018

COMMITTEE RECOMMENDATION:

THAT Rezoning Application RZ 06-18 and Development Permit Application DP 06-18 to accommodate a 36-unit, three-storey townhouse development located at 19727, 19737, 19755, 19763 – 55 Avenue be approved subject to execution of a Development Servicing Agreement in compliance with the conditions outlined in the Deputy Director of Development Services & Economic Development report.

PURPOSE OF REPORT:

To consider a Rezoning Application and Development Permit Application by 55 Avenue Holdings Inc. for a 36-unit, three storey townhouse development.

POLICY:

The subject properties are designated “Medium Density Residential” in the Official Community Plan and are thus part of the Multifamily Residential Development Permit Area to address building form and character.

COMMENTS/ANALYSIS:

Background Information:

Applicant:	55 Avenue Holdings Inc.
Owner:	55 Avenue Holdings Inc., 1103300 BC Ltd.
Civic Addresses:	19727, 19737, 19755, 19763 – 55 Avenue
Legal Description:	Lots 1, 2, 3, Section 3, Township 8, New Westminster District, Plan 19625; Lot 4, Section 3, Township 8, New Westminster District, Plan 12439
Site Area:	4,550 m ² (1.124 acres)
No. of Units:	36 units
Density:	79.1 units/ha (32.0 units/acre)
Lot Coverage:	50.8%
Building Height:	3 storeys
Total Parking Required:	72 spaces plus 7 visitor spaces
Total Parking Provided:	72 spaces plus 7 visitor spaces
Existing Zoning:	RS1 Single Family Residential
Proposed Zoning:	CD57 Comprehensive Development
OCP Designation:	Medium Density Residential
Variances Requested:	None
Development Cost Charges:	\$688,725 (City: \$448,472, GVS&DD: \$147,308, SD35: \$20,945)
Community Amenity Charge:	\$72,000
Exterior Finishes :	Brick facing, Hardie siding and panels, pvc panels

Engineering Requirements:

These requirements have been issued to reflect the application for rezoning and development for a proposed **Multi Family Development, at 19727 to 19763 55 Avenue**. These requirements may be subject to change upon receipt of a development application.

The City's Zoning Bylaw, 1996, #2100 has requirements concerning landscaping for buffer zones, parking, loading areas, and garbage / recycling areas, all of which apply to this Development.

A) The developer is responsible for the following work which shall be designed and approved by a Professional Engineer:

1. Design and construct a half-width road on 55 Avenue along the property frontage to a City of Langley modified local road standard (curb to curb width 11.0m); including pavement, barrier curb and gutter, 1.5m wide sidewalk, boulevard, street lighting, street trees and storm drainage. Additionally, any widening of the pavement structure, required to meet the design road width, will need to be designed by a geotechnical engineer. A cash-in-lieu amount for the top lift of pavement will be paid to the City.
2. Implement erosion and sediment control measures designed and approved by a qualified professional in accordance with the City of Langley Watercourse Protection Bylaw #2518.
3. Conduct a water flow test and provide fire flow calculations by a Professional Engineer to determine if the existing water network is adequate for fire flows. Replacement of the existing watermain may be necessary to achieve the necessary pressure and flows to conform to Fire Underwriters Survey (FUS) "Water Supply for a Public Fire Protection, a Guide to Recommended Practice, 1995".
4. Additional C71P fire hydrants may be required to meet bylaw and firefighting requirements. Hydrant locations must approved by the City of Langley Fire Department.
5. Primary vehicular access to the site will be from the laneway north of the site.
6. The condition of the existing pavement surrounding the site shall be assessed by a geotechnical engineer. Pavements shall be adequate for an expected road life of 20 years under the expected traffic conditions for the class of road. Road construction and asphalt overlay designs shall be based on the analysis of the results of Benkelman Beam tests and test holes carried out on the existing road which is to be upgraded. If the pavement is inadequate it shall be remediated, at developer's cost.
7. New water, sanitary and storm sewer service connections are required. The developer's engineer will determine the appropriate main tie in locations and size the connections for the necessary capacity. The capacity of the existing water and sewer mains should be assessed and any upgrades required to service the site shall be designed and installed at the Developer's expense.
8. All existing site services shall be capped at the main, at the Developer's expense, upon application for Demolition permit.

9. Undergrounding of the existing overhead Hydro and TELUS is required along the 55 Avenue site frontage.
10. A stormwater management plan for the site is required. Rainwater management measures used on site shall limit the release rate to mitigate flooding and environmental impacts as detailed in the Subdivision and Development Bylaw.
11. A Qualified Environmental Professional (QEP) must be engaged to complete an assessment of the proposed development to ensure compliance with the Riparian Area Regulations. The QEP shall propose measures to mitigate environmental impacts and compensate for lost habitat due to the infilling of the ditches along 55 Avenue and the lane, and must apply to applicable regulatory approvals.
12. The site layout shall be designed by a civil engineer to ensure that the parking and access layout meets minimum design standards, including setbacks from property lines. Appropriate turning templates should be used to prove parking stalls and drive-aisles are accessible by the design vehicle.

B) The developer is required to deposit the following bonding and connection fees:

1. A Security Deposit of 110% of the estimated offsite works construction costs of installing civil works, as approved by the Director of Engineering, Parks and Environment.
2. Inspection and administration fees in accordance to the Subdivision Bylaw based on a percentage of the estimated construction costs. (See Schedule A – General Requirement - GR5.1 for details).
3. A deposit for a storm, sanitary and water connection is required, which will be determined after detailed civil engineering drawings are submitted, sealed by a Professional Engineer.
4. A \$20,000 bond for the installation of a water meter to current standards.

C) The developer is required to adhere to the following conditions:

1. Underground hydro and telephone, and cable services to the development site are required.
2. All survey costs and registration of documents with the Land Titles Office are the responsibility of the developer/owner.

3. A water meter is required to be installed outside in a vault away from any structures in accordance to the City's water meter specifications at the developer's cost. A double detector check valve assembly is required to be installed outside away from any structure in a vault as per the City's specifications.
4. An approved backflow prevention assembly must be installed on the domestic water connection immediately upon entering the building to provide premise isolation.
5. A "Stormceptor" or equivalent oil separator is required to treat site surface drainage.
6. A complete set of "as-built" drawings sealed by a Professional Engineer shall be submitted to the City after completion of the works. Digital drawing files in .pdf and .dwg format shall also be submitted.
7. The selection, location and spacing of street trees and landscaping shall be in accordance with the City of Langley's Official Community Plan Bylaw, 2005, No. 2600 and Street Tree Program, November, 1999 manual.
8. Stormwater run-off generated on the site shall not impact adjacent properties, or roadways.
9. Garbage and recycling enclosures shall be accommodated on the site and be designed to meet Metro Vancouver's "Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments - June 2015 Update"

Discussion:

The proposed 36-unit, three storey townhouse development is intended to fill the existing gap between townhouse development site currently under construction and Huntsfield Green townhouse complex, at the west end of 55 Avenue. Situated on the site of four existing single family homes, the project is laid out with a north-south 8m wide internal laneway providing vehicular access to the City lane at the rear (and emergency access to 55 Avenue) and a single east-west lane for interior access only. Seven building blocks are arranged to frame the perimeters of the site. Four of the buildings feature side by side garages while the other three have tandem garages.

The overall development accommodates varying unit types and sizes, including rooftop amenity decks for outdoor space, secured within each unit.. Exterior finishes include brick facing, hardie siding/ panels and pvc panels to achieve a contemporary urban effect.

The proposed development benefited from a comprehensive Crime Prevention Through Environmental Design (CPTED) review by a qualified consultant whose recommendations were incorporated into the plans.

The subject application is consistent with the City's Development Permit Area guidelines for townhouse developments.

Fire Department Comments:

Langley City Fire-Rescue Service has reviewed the attached plans and provided preliminary comments to the applicant. The department will review, and make further comment, as the project continues to the building permit design stage.

Advisory Planning Commission:

In accordance with Development Application Procedures Bylaw No. 2488, the subject applications will be reviewed by the Advisory Planning Commission at the June 13, 2018 meeting. A copy of the APC minutes will be presented to Langley City Council at the June 25, 2018 Regular Council meeting.

BUDGET IMPLICATIONS:

In accordance with Bylaw No. 2482, the proposed development would contribute \$448,472 to City Development Cost Charge accounts and \$72,000 in Community Amenity Charges.

ALTERNATIVES:

1. Require changes to the applicant's proposal.
2. Deny application.

Prepared by:



Gerald Minchuk, MCIP, RPP
Director of Development Services
& Economic Development

Concurrence:



Rick Bomhof, P. Eng.
Director of Engineering, Parks and
Environment

Concurrence:



Rory Thompson, Fire Chief

Attachment(s):

CITY OF
LANGLEY



**MINUTES OF THE
ADVISORY PLANNING COMMISSION MEETING**

**HELD IN LANGLEY CITY HALL
CKF COMMUNITY BOARDROOM**

**WEDNESDAY, JUNE 13, 2018
7:00 PM**

Present: Councillor Jack Arnold, Chairman
Councillor Paul Albrecht, Vice-Chairman
John Beimers
Trish Buhler
Shelley Coburn, School District No. 35
Constable Lisa Cormier, Langley RCMP
Kimberley Lubinich
Ron Madsen
Dan Millsip
Kim Mullin

Staff: Gerald Minchuk, Director of Development Services & Economic
Development
Roy Beddow, Deputy Director of Development Services & Economic
Development

Absent: Jamie Schreder

1) RECEIPT OF MINUTES

MOVED BY Commission Member Millsip
SECONDED BY Commission Member Buhler

THAT the minutes for the May 9, 2018 Advisory Planning Commission
meeting be received, as amended, to correct reference to 5491 -199A
Street.

CARRIED

2) **DEVELOPMENT PERMIT APPLICATION DP 08-18- 20286**
MICHAUD CRESCENT

The Director Development Services & Economic Development provided a brief overview of the planning context for the proposed Development Permit application, and introduced David Danyluck, David Danyluck Architects Inc. who presented the proposed application. Following discussion on building form and character, building setbacks, parking, landscaping, sustainability features, CPTED security measures and cash-in-lieu of parking provisions, it was:

MOVED BY Commission Member Mullin
SECONDED BY Commission Member Millsip

That Development Permit Application DP 08-18 to accommodate a 4-storey mixed-use development located at 20286 Michaud Crescent be approved, including the proposed front and exterior side yard setback variances, and cash –in-lieu of 3 parking spaces, subject to execution of a Development Servicing Agreement and compliance with the conditions outlined in the Director of Development Services & Economic Development’s report be approved.

CARRIED

3) **REZONING APPLICATION RZ 06-18/DEVELOPMENT PERMIT**
APPLICATION DP 06-18- 19727, 19737, 19755, 19763-55 AVENUE

The Director Development Services & Economic Development provided a brief overview of the planning context for the proposed Rezoning/Development Permit applications, and introduced Fred Adab, F. Adab Architects Inc. who presented the proposed applications. Following discussion on building form and character, parking, entry lighting, landscaping, sustainability features and CPTED security measures, it was:

MOVED BY Commission Member Mullin
SECONDED BY Commission Member Madsen

That Rezoning Application RZ 06-18/Development Permit Application DP 06-18 to accommodate a 36 unit, 3-storey townhouse development located at 19727, 19737, 19755, 19763-55 Avenue be approved subject to execution of a Development Servicing Agreement and compliance with the conditions outlined in the Director of Development Services & Economic Development’s report be approved.

CARRIED

OPPOSED: Member Millsip, Member Buhler

MOVED BY Commission Member Millsip

SECONDED BY Commission Member Buhler

That tandem parking be referred to City Council for review.

CARRIED

4) **REZONING APPLICATION RZ 08-18/DEVELOPMENT PERMIT
APPLICATION DP 10-18- 20105, 20109, 20119, 20129-53A AVENUE**

The Director Development Services & Economic Development provided a brief overview of the planning context for the proposed Rezoning/Development Permit applications, and introduced Lukas Wykpis, Keystone Architecture & Planning Ltd. who presented the proposed applications. Following discussion on building form and character, landscaping, community garden areas, sustainability features and CPTED security measures, it was:

MOVED BY Commission Member Buhler

SECONDED BY Commission Member Lubinich

That Rezoning Application RZ 08-18/Development Permit Application DP 10-18 to accommodate a 48 unit, 4-storey condominium apartment located at 20105, 20109, 20119, 20129 -53A Avenue be approved subject to execution of a Development Servicing Agreement and compliance with the conditions outlined in the Director of Development Services & Economic Development's report be approved.

CARRIED

5) **REZONING APPLICATION RZ 09-18/DEVELOPMENT PERMIT
APPLICATION DP 11-18- 5471 & 5481 - 199A STREET**

The Director Development Services & Economic Development provided a brief overview of the planning context for the proposed Rezoning/Development Permit applications, and introduced Amir Moosavi, Wensley Architecture Ltd., who presented the proposed applications. Following discussion on building form and character, landscaping, sustainability features and CPTED security measures, it was:

MOVED BY Commission Member Beimers

SECONDED BY Commission Member Mullin

That Rezoning Application RZ 09-18/Development Permit Application DP 11-18 to accommodate a 13 unit, 3-storey townhouse development

located at 5471 and 5481-199A Street be approved subject to execution of a Development Servicing Agreement and compliance with the conditions outlined in the Director of Development Services & Economic Development's report be approved.

CARRIED

OPPOSED: Member Millsip, Member Buhler

6) **Next Meetings:**

Wednesday, August 8, 2018

7) **ADJOURNMENT**

MOVED BY Commission Member Buhler
SECONDED BY Commission Member Mullin

THAT the meeting adjourn at 9:15 P.M.

CARRIED



ADVISORY PLANNING COMMISSION CHAIRMAN



DIRECTOR OF DEVELOPMENT SERVICES & ECONOMIC DEVELOPMENT

Certified Correct

36 UNIT TOWNHOUSE DEVELOPMENT

19727-19737-19755-19763, 55 AVENUE, LANGLEY



CONTACT LIST:

OWNER :

55 AVENUE HOLDING INC.
7680 MONTANA ROAD
RICHMOND, B.C. V7C 2K8
TEL : 604 218 6051

ARCHITECT :

F. ADAB ARCHITECTS INC.
130 - 1000 ROOSEVELT CRESCENT
NORTH VANCOUVER, B.C. V7P 3R4
TEL : 604 987 3003
FAX : 604 987 3033

SURVEYOR:

CAMERON LAND SURVEYING LTD.
206-16055 68 FRASER HWY.
SURREY, B.C. V4N 0G2
TEL : 604 597 3777

CIVIL ENGINEER :

HUB ENGINEERING INC.
12992-76TH AVENUE
SURREY, B.C. V3W 2V6
TEL : 604 572 4326

LANDSCAPE ARCHITECT:

M2 LANDSCAPE ARCHITECTURE
220-26 LORNE MEWS,
NEW WESTMINSTER, B.C. V3M 3L7
TEL : 604 553 0044
FAX : 604 553 0045

LIST OF DRAWINGS

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- A-1.2 AERIAL MAP-CONTEXT PHOTOS
- A-1.3 SITE PLAN
- A-1.4 PERSPECTIVE VIEW
- A-1.5 COLOURED ELEVATIONS
- A-1.6 EXTERIOR FINISH
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- A-2.1b FLOOR PLANS - BLOCKS 1-2 (3RD FLOOR & ROOF PLAN)
- A-2.2 FLOOR PLANS - BLOCK 3
- A-2.3a FLOOR PLANS - BLOCK 4 (1ST & 2ND FLOOR)
- A-2.3b FLOOR PLANS - BLOCK 4 (3RD FLOOR & ROOF PLAN)
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- A-3.2 ELEVATIONS - BLOCK 3
- A-3.3 ELEVATIONS - BLOCK 4
- A-3.4 ELEVATIONS - BLOCK 5
- A-3.5 ELEVATIONS - BLOCK 6
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- A-5.2 DESIGN RATIONALE - SUSTAINABILITY AND GREEN MEASURES
- A-5.3 DESIGN RATIONALE - OPTED
- L0 LANDSCAPE KEY PLAN
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- L2 SHRUB PLAN
- L3 LIGHTING / FENCE PLAN
- L4 LANDSCAPE DETAILS
- L5 LANDSCAPE SPECIFICATIONS



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2	08-01-18	PREPARED FOR REVISIONING & D.P.
1	04-16-18	ISSUED FOR REVISIONING & D.P.
NO.	DATE	REVISION / ISSUED

PROJECT TITLE:
**36 UNIT TOWNHOUSE
DEVELOPMENT**
19727,19737,19755,19763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
**PROJECT INDEX -
CONTACTS LIST**

DATE:	NOV 2017	SHEET NO.:
SCALE:	N/A	
DESIGN:	A.A.	
DRAWN:	A.A.	
PROJECT NO.:	1706	

A-1.0

PROJECT STATISTICS

CIVIC ADDRESS :

19727, 19737, 19755, 19763, 55 AVENUE, LANGLEY, BC.

LEGAL DESCRIPTION :

LOTS 1, 2, 3, ALL OF SECTION 3, TOWNSHIP 8, NWD PLAN 19625 & LOT 4, SECTION 3, TOWNSHIP 8, NWD PLAN 12439

LOT AREA :

48,976.3 SQ.FT. = 4549.9 SQ.M. = 1.124 ACRES

ZONING :

EXISTING : RS1 - SINGLE FAMILY RESIDENTIAL
PROPOSED : CD

LOT COVERAGE :

PROVIDED : 24,558 / 48,976.3 = 50%

FLOOR AREA :

PROVIDED : BLOCKS 1 & 2 : 6,715 SQ.FT. = 623.63 SQ.M.
BLOCK 3 : 5,250 SQ.FT. = 487.72 SQ.M.
BLOCK 4 : 6,980 SQ.FT. = 648.62 SQ.M.
BLOCK 5 : 6,920 SQ.FT. = 642.58 SQ.M.
BLOCK 6 : 8,280 SQ.FT. = 769.20 SQ.M.
BLOCK 7 : 13,760 SQ.FT. = 1278.3 SQ.M.

TOTAL : 54,620 SQ.FT. = 5074.2 SQ.M.

FAR :

PROVIDED : 54,610 / 48,976.3 = 1.115

BUILDING HEIGHT :

ALLOWED : 3 STORYS
PROVIDED : 3 STORYS

SETBACKS :

PROVIDED : NORTH PL. : 8'-0" TO 13'-4"
SOUTH PL. : 12'-0"
WEST PL. : MIN. : 9'-0"
MAX. : 14'-8"
EAST PL. : MIN. : 12'-0"
MAX. : 13'-0"

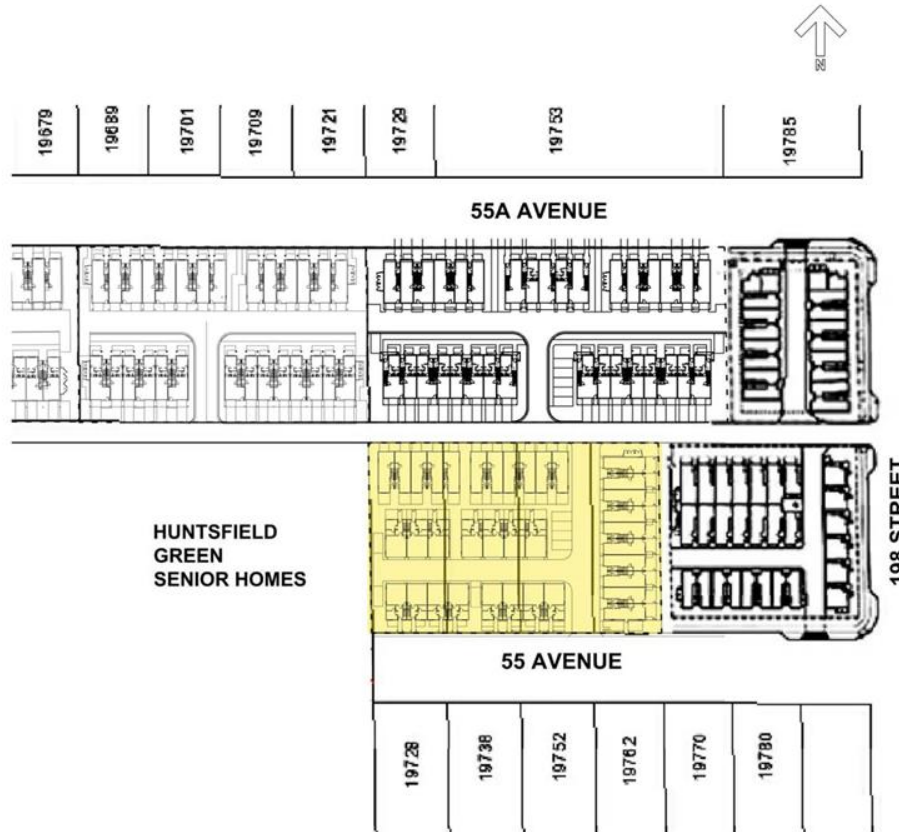
NO. OF UNITS : 36

DENSITY :

PROPOSED : 32 UNIT / ACRE

PARKING :

REQUIRED : 2 STALLS / TOWNHOUSE : 72 STALLS
VISITORS : 0.2 / UNIT = 7.2
PROVIDED : 2 STALLS / TOWNHOUSE : 72 STALLS
VISITORS : 7



UNIT MIX					
UNIT TYPE	A-A1	B-Bs	B1-B1s	C	TOTAL
NO OF BED RM.	3	4	4	3	-
NO OF UNIT	20	8	7	1	36
AREA (SQ.FT.)	1380	1655	1720	1740	-
TOTAL AREA (SQ.FT.)	27600	13240	12040	1740	54620



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NO.	DATE	REVISION / ISSUED
2	06-01-18	REISSUED FOR REZONING & DP
1	04-16-18	ISSUED FOR REZONING & DP

PROJECT TITLE:
**36 UNIT TOWNHOUSE
DEVELOPMENT**
19727, 19737, 19755, 19763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
**STATISTICS -
CONTEXT PLAN**

DATE:	OCT 2017	SHEET NO:
SCALE:	N/A	
DESIGN:	A.A.	
DRAWN:	A.A.	
PROJECT NO:	1963	

A-1.1



1



2



3



4



**F. ADAB
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2	06-01-18	REISSUED FOR REZONING & DP
1	04-16-18	ISSUED FOR REZONING & DP
NO	DATE	REVISION / ISSUED

PROJECT TITLE:
**36 UNIT TOWNHOUSE
DEVELOPMENT**
19727.19737.19755.19763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
**AERIAL MAPS -
CONTEXT PHOTOS**

DATE:	OCT 2017	SHEET NO.:
SCALE:	N/A	
DESIGN:	A.A.	
DRAWN:	A.A.	
PROJECT NO.:	1903	

A-1.2



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NO.	DATE	REVISION / ISSUED
2	08-01-18	REISSUED FOR REZONING & DP
1	04-16-18	ISSUED FOR REZONING & DP

PROJECT TITLE:
36 UNIT TOWNHOUSE
DEVELOPMENT
19727-19737, 19755, 19763
55 AVENUE, LANGLEY

FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
SITE PLAN

DATE: OCT 2017 **SHEET NO:** A-1.3
SCALE: NTL
DESIGN: A.A.
DRAWN: A.A.
PROJECT NO: 1903



**F. ADAB
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3	08-01-16	REISSUED FOR REZONING & DP
1	04-18-16	ISSUED FOR REZONING & DP
NO.	DATE	REVISION / ISSUED

PROJECT TITLE:
36 UNIT TOWNHOUSE
DEVELOPMENT
19727,19737,19755,19763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
COLOURED ELEVATIONS

DATE:	OCT 2017	SHEET NO: A-1.5
SCALE:	N/A	
DESIGN:	A.A	
DRAWN:	A.A	
PROJECT NO:	1803	

Exterior Finishes and Colour

The selection of the exterior finishes is based on enhanced durability / longevity of the construction materials as part of a sustainable approach.

Emphasis is given on rich urban elements with Brick being the dominant exposing material. Prefabricated panels and Hardie siding are introduced throughout the facades. Vinyl siding is not used in any areas.

The colours are selected with emphasis on dark and light grey panels, off-white siding and hazel oak wood colour as accent. Windows and railings are back resulting in further contrast between the exterior finishing materials.



SOUTH ELEVATION - BLOCK 6

EXTERIOR FINISHES



BRICK VENEER
EBONY BY MISSION



HARDIE SIDING
SW 7004 SNOW BOUND
BY SHERWIN WILLIAMS



PVC SIDING
HAZEL OAK
REF #6 BY SAGIPER



HARDIE PANEL
SW 9163 TIN LIZZIE
BY SHERWIN WILLIAMS



**F. ADAB
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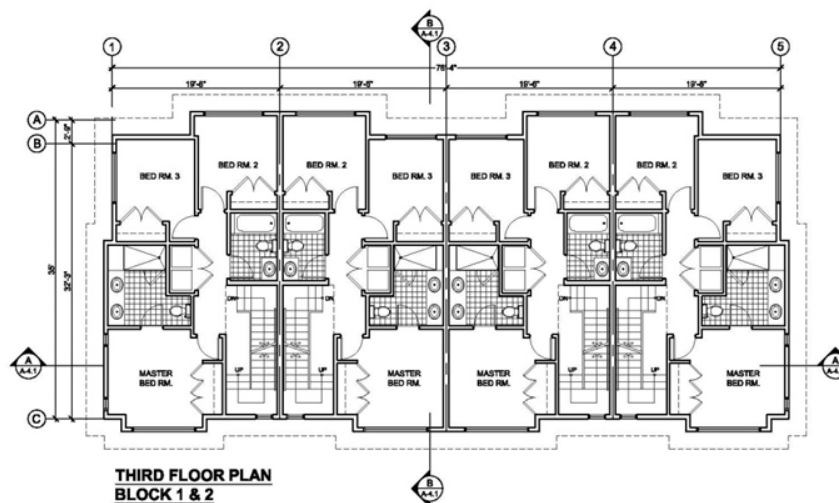
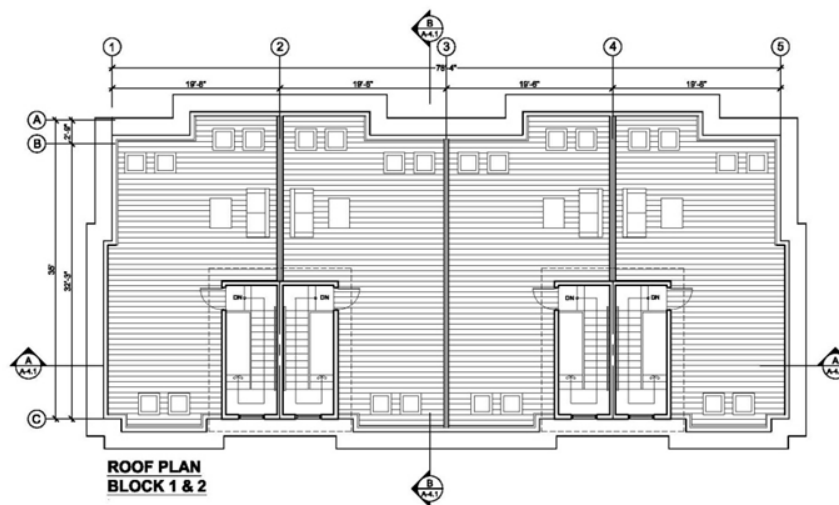
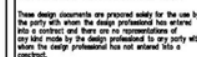
NO.	DATE	REVISION / ISSUED
2	08-01-18	REBUILT FOR REVISION & DP
1	06-10-18	REBUILT FOR REVISION & DP

PROJECT TITLE:
**36 UNIT TOWNHOUSE
DEVELOPMENT**
18727, 18737, 18756, 18783
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7850 MONTANA RD.
RICHMOND, B.C. V7C 2K5

DRAWING TITLE:
EXTERIOR FINISH

DATE:	OCT 2017	SHEET NO:	
SCALE:	N/A		
DESIGN:	J.A.		
DRAWN:	J.A.		
PROJECT NO:	1803		

A-1.6

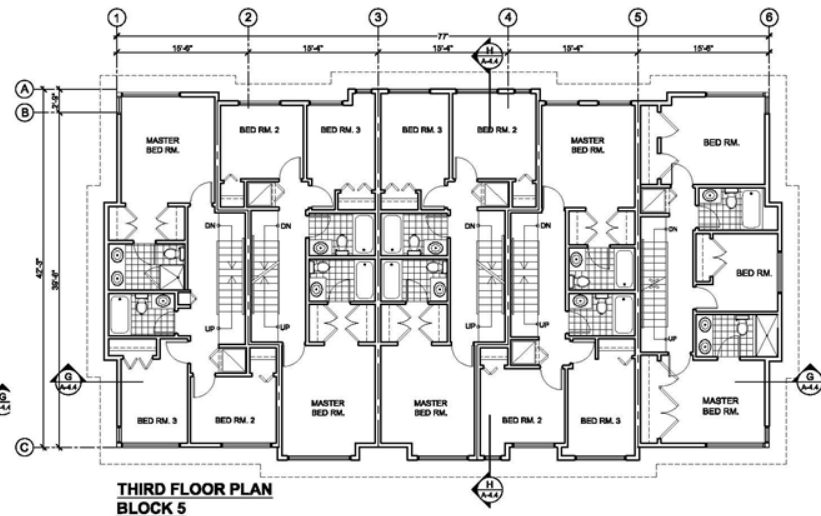
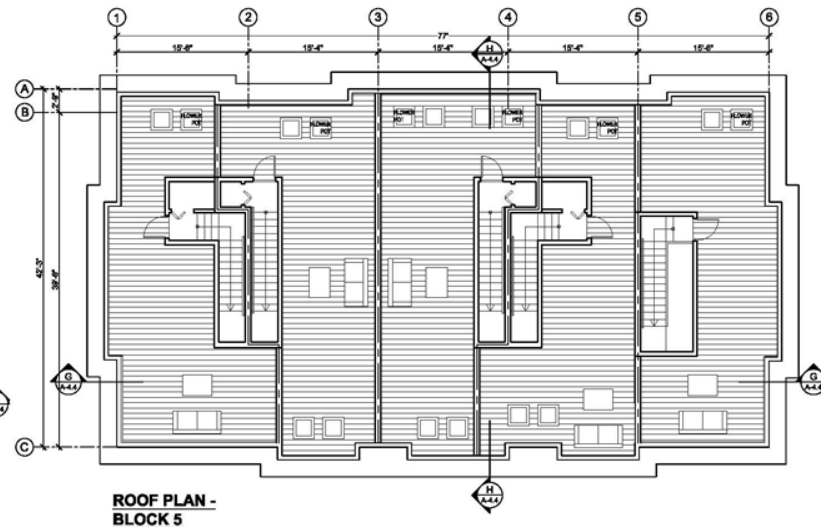
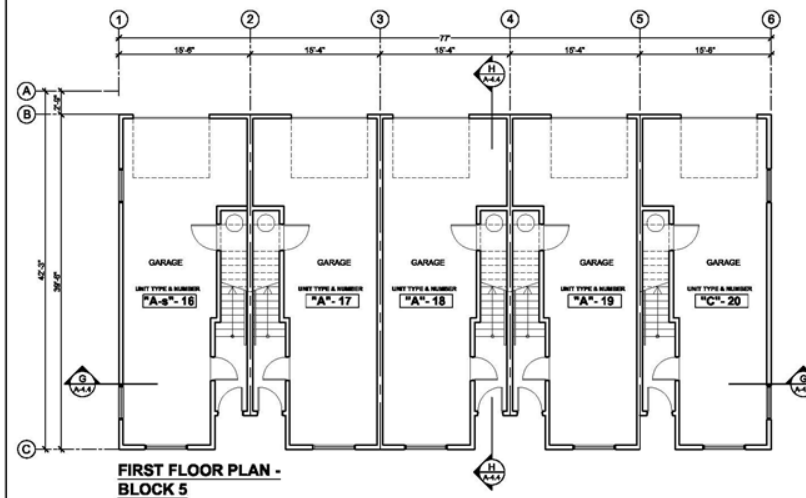
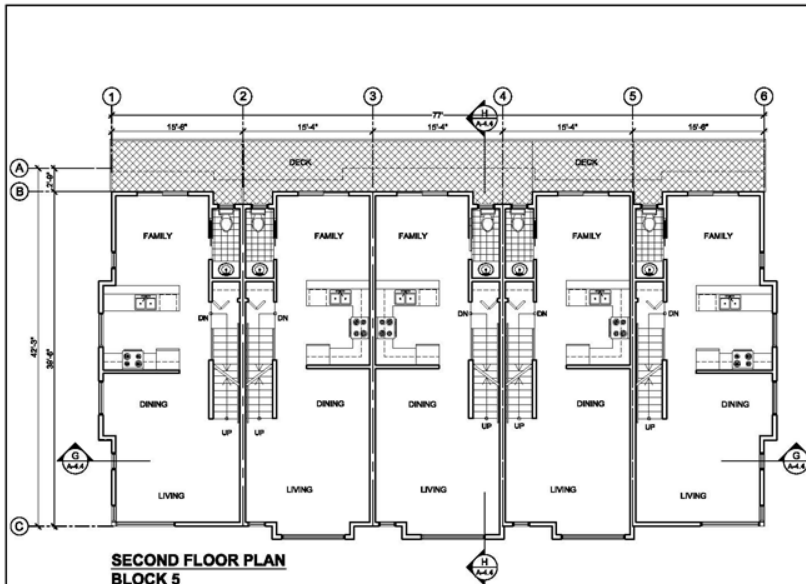


2	06-01-19	REISSUED FOR REZONING & DP
1	04-10-18	ISSUED FOR REZONING & DP
NO.	DATE	REVISION / ISSUED

PROJECT TITLE:
**36 UNIT TOWNHOUSE
DEVELOPMENT**
19727,19737,19755,19763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7680 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
BLOCK 1 & 2
THIRD FLOOR
AND ROOF PLAN

DATE:	OCT 2017	SHEET NO: A-2.1b
SCALE:	NTS.	
DESIGN:	A.A.	
DRAWN:	A.A.	
PROJECT NO:	1803	



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NO.	DATE	REVISION / ISSUED
2	08-01-18	REISSUED FOR REZONING & DP
1	04-10-18	ISSUED FOR REZONING & DP

PROJECT TITLE:
36 UNIT TOWNHOUSE
DEVELOPMENT
18727, 18737, 18755, 18763
55 AVENUE, LANGLEY
FOR:
55 AVENUE HOLDINGS INC.
7500 MONTANA RD.
RICHMOND, B.C. V7C 2K8

DRAWING TITLE:
BLOCKS 5
FLOOR PLANS

DATE:	OCT 2017	SHEET NO:
SCALE:	NTS	
DESIGN:	A.A.	
DRAWN:	A.A.	
PROJECT NO:	1803	

A-2.4

[illegible]

DATE: 2018 MAR 22	DRAWING NUMBER: LO
SCALE: N75	
DRAWN: EN	
DESIGN: EN	
CHK'D: MM	

18022-02.zip M2LA PROJECT NUMBER: JOB NO. 18 022





NO.	DATE	REVISION DESCRIPTION	BY
1	2018-11-22	REV. AS PER NEW SITE PLAN	BR
2	2019-01-07	REV. AS PER NEW SITE PLAN	BR
3	2019-01-07	REV. AS PER NEW SITE PLAN	BR
4	2019-01-07	REV. AS PER NEW SITE PLAN	BR
5	2019-01-07	REV. AS PER NEW SITE PLAN	BR
6	2019-01-07	REV. AS PER NEW SITE PLAN	BR
7	2019-01-07	REV. AS PER NEW SITE PLAN	BR
8	2019-01-07	REV. AS PER NEW SITE PLAN	BR
9	2019-01-07	REV. AS PER NEW SITE PLAN	BR
10	2019-01-07	REV. AS PER NEW SITE PLAN	BR
11	2019-01-07	REV. AS PER NEW SITE PLAN	BR
12	2019-01-07	REV. AS PER NEW SITE PLAN	BR
13	2019-01-07	REV. AS PER NEW SITE PLAN	BR
14	2019-01-07	REV. AS PER NEW SITE PLAN	BR
15	2019-01-07	REV. AS PER NEW SITE PLAN	BR
16	2019-01-07	REV. AS PER NEW SITE PLAN	BR
17	2019-01-07	REV. AS PER NEW SITE PLAN	BR
18	2019-01-07	REV. AS PER NEW SITE PLAN	BR
19	2019-01-07	REV. AS PER NEW SITE PLAN	BR
20	2019-01-07	REV. AS PER NEW SITE PLAN	BR
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25	2019-01-07	REV. AS PER NEW SITE PLAN	BR
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27	2019-01-07	REV. AS PER NEW SITE PLAN	BR
28	2019-01-07	REV. AS PER NEW SITE PLAN	BR
29	2019-01-07	REV. AS PER NEW SITE PLAN	BR
30	2019-01-07	REV. AS PER NEW SITE PLAN	BR
31	2019-01-07	REV. AS PER NEW SITE PLAN	BR
32	2019-01-07	REV. AS PER NEW SITE PLAN	BR
33	2019-01-07	REV. AS PER NEW SITE PLAN	BR
34	2019-01-07	REV. AS PER NEW SITE PLAN	BR
35	2019-01-07	REV. AS PER NEW SITE PLAN	BR
36	2019-01-07	REV. AS PER NEW SITE PLAN	BR
37	2019-01-07	REV. AS PER NEW SITE PLAN	BR
38	2019-01-07	REV. AS PER NEW SITE PLAN	BR
39	2019-01-07	REV. AS PER NEW SITE PLAN	BR
40	2019-01-07	REV. AS PER NEW SITE PLAN	BR
41	2019-01-07	REV. AS PER NEW SITE PLAN	BR
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PROJECT:
19727, 19763
55TH AVENUE,
LANGLEY, BC

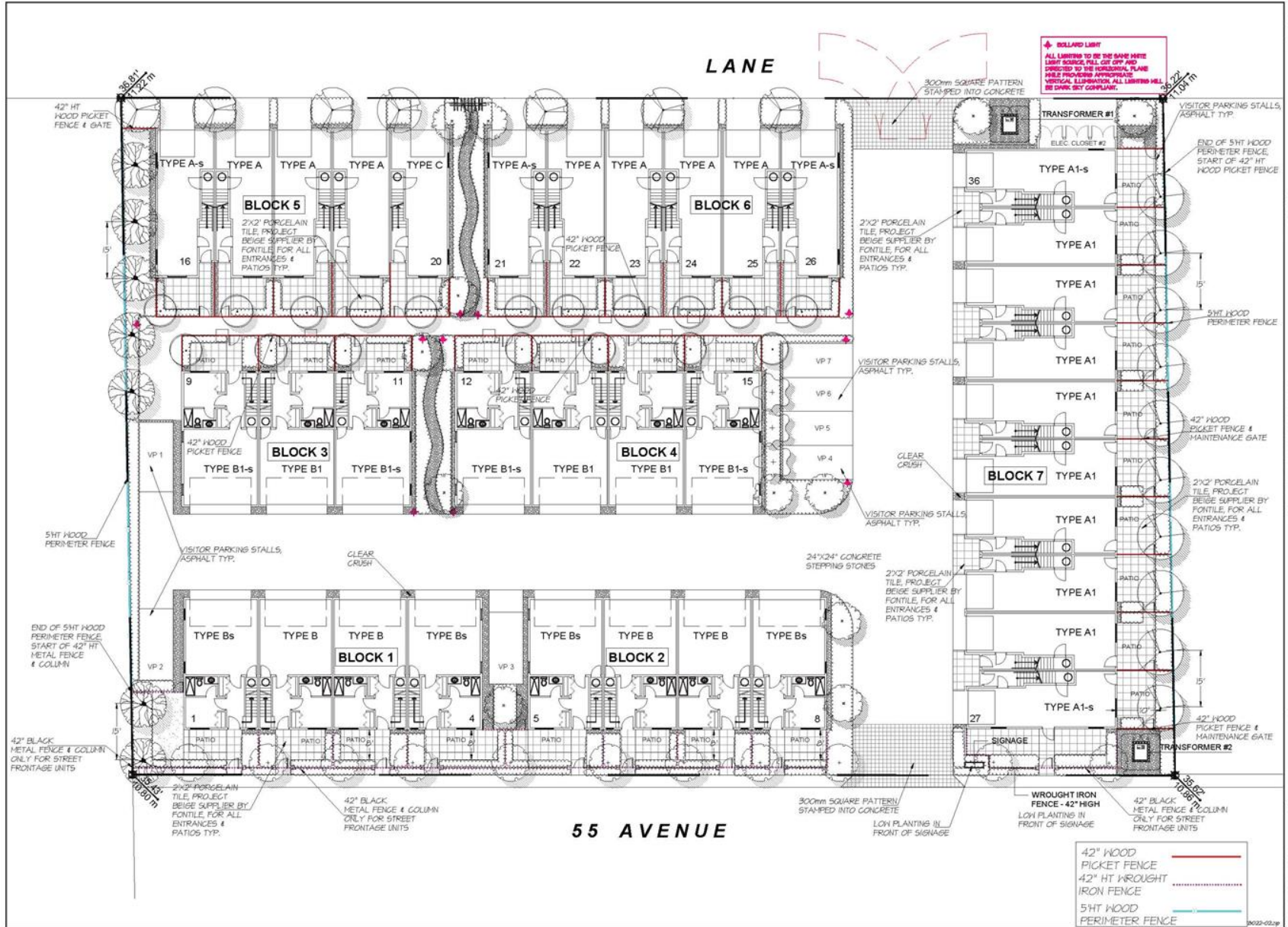
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DESIGN: BR
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JOB NO. 18-022

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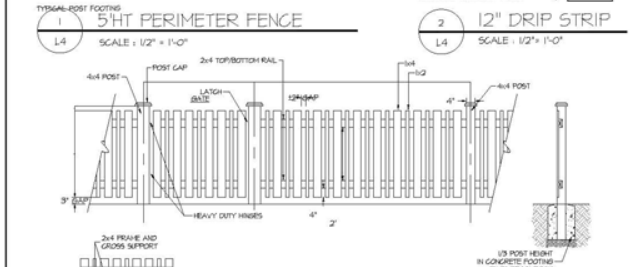
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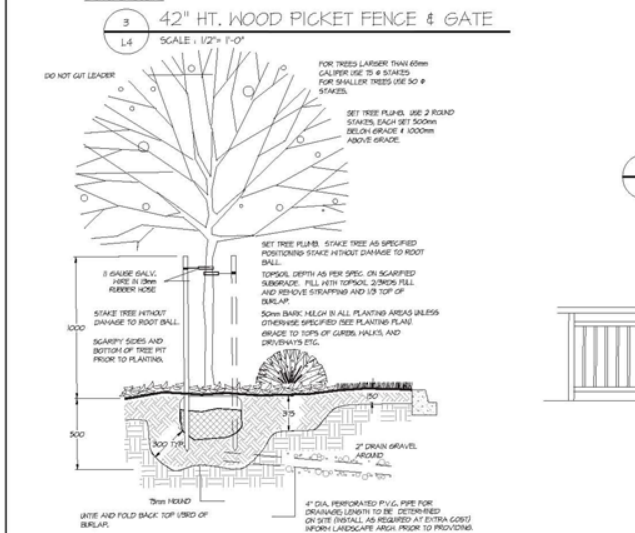




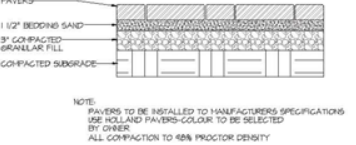
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 2. STAIN TWO GOATS PREMIUM LEATHERPROOFING STAIN TO MATCH ARCHITECTURAL TRIM COLOR TO BE PREAPPROVED BY OWNER
 3. ALL HARDWARE NOT DIPPED GALVANIZED. PICKETS TO BE ATTACHED WITH CONSTRUCTION NAILS
 4. GATE HARDWARE TO BE PREAPPROVED BY OWNER
 5. WEATHER TO BE VERY DENSE
 6. HINGES, LATCHES TO BE BORED INTO PLAGE



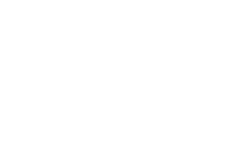
- NOTE:
1. ALL PICKETS PREPAINTED TO GSA STANDARD AND DED GITS TREATED WITH PRESERVATIVE
 2. ALL OTHER MEMBERS TO BE GEDRAL #2 CONSTRUCTION GRADE HINGERS
 3. ALL HARDWARE NOT DIPPED GALVANIZED
 4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION FROM SELECTION AS APPROVED BY PROJECT ARCHITECT
 5. ALL PICKETS TO BE LEVEL, CHANGES IN GRADE TO BE IN 12\"/>



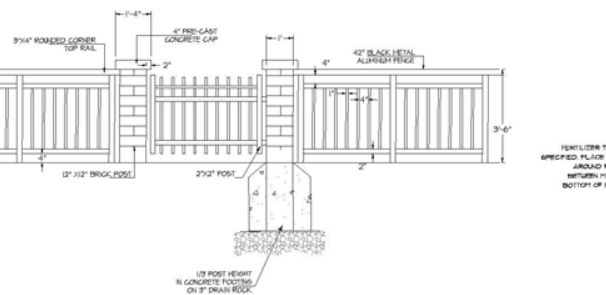
6 TREE PLANTING DETAIL
SCALE: 1/2\"/>



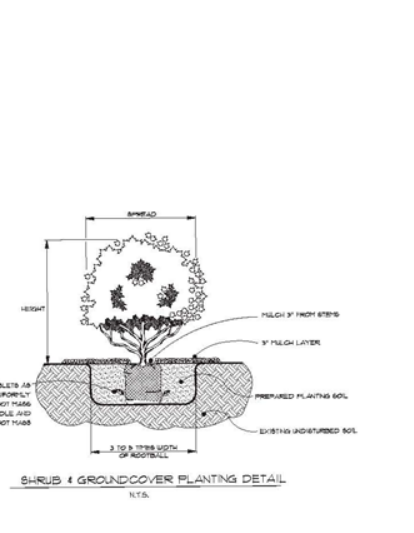
4 CONCRETE UNIT PAVERS ON GRADE
SCALE: 1/2\"/>



5 BOLLARD DP-30
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7 42\"/>



8 SHRUB & GROUND COVER PLANTING DETAIL
SCALE: 1/2\"/>

PLANT SCHEDULE

KEY QTY	BOTANICAL NAME	COMMON NAME	M2 JOB NUMBER: 18022	PLANTED SIZE / REMARKS
1	ACER PALMATHUM 'BLOODEWOOD'	JAPANESE MAPLE		25H HT, B4B, UPRIGHT FORM
12	CORNUS FLORIDA 'RUBRA'	PINK FLOWERING DOGWOOD		25H HT, B4B
1	PARROTIA PERGICA	PARSIAN IRONWOOD		25H HT, B4B
18	PRUNUS SEROTATA 'HAKONARSHA'	HAKONARSHA CHERRY		60H CAL, 15H STD, B4B
1	PRUNUS X YEDONENSIS 'AKESBONO'	AKESBONO CHERRY		60H CAL, B4B, 150H STD
10	SYRAX JAPONICUS	JAPANESE SNOEWELL		3M, B4B
3	SYRAXIA RETICULATA	IVORY SILK TREE		60H CAL, 15H STD, B4B
23	AZALEA PALMATHUM 'BLOODEWOOD'	AZALEA, SINGLE DEEP CRIMSON		42 POT, 25CH
17	ELONHUS ALATA 'CO-PACTUS'	CO-PACT HINED BURNING BUSH		42 POT, 25CH
141	ELONHUS FORTUNEI 'COLORATUS'	INTERCREEPER		42 POT, 30CH
64	NAIDINA DOMESTICA 'FIREPOVER'	FIREPOVER NAIDINA		42 POT
226	PRUNUS LUSTANGA	PORTUGUESE LAUREL		1 1/2 B4B
51	RHOODENDRON ELIZABETH	RHOODENDRON, RED		42 POT
30	SKIMMIA JAPONICA (10% HALE)	JAPANESE SKIMMIA		42 POT
56	SPRAEA SHIROBANA 'LITTLE PRINCESS'	LITTLE PRINCESS SPREA		42 POT
152	TAXUS X MEDIA 'HIGSHI'	HIGSHI YEN		42 POT
61	VIBURNUM DAVIDI	DAVIDS VIBURNUM		42 POT
1	HEUGHERA 'PALACE PURPLE'	PALACE PURPLE GORAL BELLS		42 POT
105	CALLUNA VULGARIS 'DARK BEAUTY'	HEATHER, PINK		42 POT
110	PACHYSANDRA TERMINALIS	JAPANESE SPURGE		42 POT, 30CH

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER COSTA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER REQUIREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY.

ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.

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New Westminster, British Columbia
V3M 3L7
Tel: 604.553.0044
Fax: 604.553.0045
Email: office@m2lab.com

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PROJECT:
19727, 19763
55TH AVENUE,
LANGLEY, BC

LANDSCAPE DETAILS

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SCALE:	
DRAWN BY:	
DESIGN BY:	
CHECK BY:	
M2A PROJECT NUMBER:	JOB NO. 18 022



CITY OF LANGLEY

MOTION

Development Permit No. 06-18

THAT Development Permit Application DP 06-18 to accommodate a 36-unit, three-storey townhouse development located at 19727, 19737, 19755, 19763 – 55 Avenue be approved subject to execution of a Development Servicing Agreement in compliance with the conditions outlined in the Deputy Director of Development Services & Economic Development report.



ADVISORY PLANNING COMMISSION REPORT

To: **Advisory Planning Commission**

Subject **Rezoning Application RZ 06-18/
Development Permit Application DP 06-18**

From: Development Services & Economic
Development Department

File #: 6620.00
Doc #:

Date: May 29, 2018

COMMITTEE RECOMMENDATION:

THAT Rezoning Application RZ 06-18 and Development Permit Application DP 06-18 to accommodate a 36-unit, three-storey townhouse development located at 19727, 19737, 19755, 19763 – 55 Avenue be approved subject to execution of a Development Servicing Agreement in compliance with the conditions outlined in the Deputy Director of Development Services & Economic Development report.

PURPOSE OF REPORT:

To consider a Rezoning Application and Development Permit Application by 55 Avenue Holdings Inc. for a 36-unit, three storey townhouse development.

POLICY:

The subject properties are designated “Medium Density Residential” in the Official Community Plan and are thus part of the Multifamily Residential Development Permit Area to address building form and character.

COMMENTS/ANALYSIS:

Background Information:

Applicant:	55 Avenue Holdings Inc.
Owner:	55 Avenue Holdings Inc., 1103300 BC Ltd.
Civic Addresses:	19727, 19737, 19755, 19763 – 55 Avenue
Legal Description:	Lots 1, 2, 3, Section 3, Township 8, New Westminster District, Plan 19625; Lot 4, Section 3, Township 8, New Westminster District, Plan 12439
Site Area:	4,550 m ² (1.124 acres)
No. of Units:	36 units
Density:	79.1 units/ha (32.0 units/acre)
Lot Coverage:	50.8%
Building Height:	3 storeys
Total Parking Required:	72 spaces plus 7 visitor spaces
Total Parking Provided:	72 spaces plus 7 visitor spaces
Existing Zoning:	RS1 Single Family Residential
Proposed Zoning:	CD57 Comprehensive Development
OCP Designation:	Medium Density Residential
Variances Requested:	None
Development Cost Charges:	\$688,725 (City: \$448,472, GVS&DD: \$147,308, SD35: \$20,945)
Community Amenity Charge:	\$72,000
Exterior Finishes :	Brick facing, Hardie siding and panels, pvc panels

Engineering Requirements:

These requirements have been issued to reflect the application for rezoning and development for a proposed **Multi Family Development, at 19727 to 19763 55 Avenue**. These requirements may be subject to change upon receipt of a development application.

The City's Zoning Bylaw, 1996, #2100 has requirements concerning landscaping for buffer zones, parking, loading areas, and garbage / recycling areas, all of which apply to this Development.

A) The developer is responsible for the following work which shall be designed and approved by a Professional Engineer:

1. Design and construct a half-width road on 55 Avenue along the property frontage to a City of Langley modified local road standard (curb to curb width 11.0m); including pavement, barrier curb and gutter, 1.5m wide sidewalk, boulevard, street lighting, street trees and storm drainage. Additionally, any widening of the pavement structure, required to meet the design road width, will need to be designed by a geotechnical engineer. A cash-in-lieu amount for the top lift of pavement will be paid to the City.
2. Implement erosion and sediment control measures designed and approved by a qualified professional in accordance with the City of Langley Watercourse Protection Bylaw #2518.
3. Conduct a water flow test and provide fire flow calculations by a Professional Engineer to determine if the existing water network is adequate for fire flows. Replacement of the existing watermain may be necessary to achieve the necessary pressure and flows to conform to Fire Underwriters Survey (FUS) "Water Supply for a Public Fire Protection, a Guide to Recommended Practice, 1995".
4. Additional C71P fire hydrants may be required to meet bylaw and firefighting requirements. Hydrant locations must approved by the City of Langley Fire Department.
5. Primary vehicular access to the site will be from the laneway north of the site.
6. The condition of the existing pavement surrounding the site shall be assessed by a geotechnical engineer. Pavements shall be adequate for an expected road life of 20 years under the expected traffic conditions for the class of road. Road construction and asphalt overlay designs shall be based on the analysis of the results of Benkelman Beam tests and test holes carried out on the existing road which is to be upgraded. If the pavement is inadequate it shall be remediated, at developer's cost.
7. New water, sanitary and storm sewer service connections are required. The developer's engineer will determine the appropriate main tie in locations and size the connections for the necessary capacity. The capacity of the existing water and sewer mains should be assessed and any upgrades required to service the site shall be designed and installed at the Developer's expense.
8. All existing site services shall be capped at the main, at the Developer's expense, upon application for Demolition permit.

9. Undergrounding of the existing overhead Hydro and TELUS is required along the 55 Avenue site frontage.
10. A stormwater management plan for the site is required. Rainwater management measures used on site shall limit the release rate to mitigate flooding and environmental impacts as detailed in the Subdivision and Development Bylaw.
11. A Qualified Environmental Professional (QEP) must be engaged to complete an assessment of the proposed development to ensure compliance with the Riparian Area Regulations. The QEP shall propose measures to mitigate environmental impacts and compensate for lost habitat due to the infilling of the ditches along 55 Avenue and the lane, and must apply to applicable regulatory approvals.
12. The site layout shall be designed by a civil engineer to ensure that the parking and access layout meets minimum design standards, including setbacks from property lines. Appropriate turning templates should be used to prove parking stalls and drive-aisles are accessible by the design vehicle.

B) The developer is required to deposit the following bonding and connection fees:

1. A Security Deposit of 110% of the estimated offsite works construction costs of installing civil works, as approved by the Director of Engineering, Parks and Environment.
2. Inspection and administration fees in accordance to the Subdivision Bylaw based on a percentage of the estimated construction costs. (See Schedule A – General Requirement - GR5.1 for details).
3. A deposit for a storm, sanitary and water connection is required, which will be determined after detailed civil engineering drawings are submitted, sealed by a Professional Engineer.
4. A \$20,000 bond for the installation of a water meter to current standards.

C) The developer is required to adhere to the following conditions:

1. Underground hydro and telephone, and cable services to the development site are required.
2. All survey costs and registration of documents with the Land Titles Office are the responsibility of the developer/owner.

3. A water meter is required to be installed outside in a vault away from any structures in accordance to the City's water meter specifications at the developer's cost. A double detector check valve assembly is required to be installed outside away from any structure in a vault as per the City's specifications.
4. An approved backflow prevention assembly must be installed on the domestic water connection immediately upon entering the building to provide premise isolation.
5. A "Stormceptor" or equivalent oil separator is required to treat site surface drainage.
6. A complete set of "as-built" drawings sealed by a Professional Engineer shall be submitted to the City after completion of the works. Digital drawing files in .pdf and .dwg format shall also be submitted.
7. The selection, location and spacing of street trees and landscaping shall be in accordance with the City of Langley's Official Community Plan Bylaw, 2005, No. 2600 and Street Tree Program, November, 1999 manual.
8. Stormwater run-off generated on the site shall not impact adjacent properties, or roadways.
9. Garbage and recycling enclosures shall be accommodated on the site and be designed to meet Metro Vancouver's "Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments - June 2015 Update"

Discussion:

The proposed 36-unit, three storey townhouse development is intended to fill the existing gap between townhouse development site currently under construction and Huntsfield Green townhouse complex, at the west end of 55 Avenue. Situated on the site of four existing single family homes, the project is laid out with a north-south 8m wide internal laneway providing vehicular access to the City lane at the rear (and emergency access to 55 Avenue) and a single east-west lane for interior access only. Seven building blocks are arranged to frame the perimeters of the site. Four of the buildings feature side by side garages while the other three have tandem garages.

The overall development accommodates varying unit types and sizes, including rooftop amenity decks for outdoor space, secured within each unit.. Exterior finishes include brick facing, hardie siding/ panels and pvc panels to achieve a contemporary urban effect.

The proposed development benefited from a comprehensive Crime Prevention Through Environmental Design (CPTED) review by a qualified consultant whose recommendations were incorporated into the plans.

The subject application is consistent with the City's Development Permit Area guidelines for townhouse developments.

Fire Department Comments:

Langley City Fire-Rescue Service has reviewed the attached plans and provided preliminary comments to the applicant. The department will review, and make further comment, as the project continues to the building permit design stage.

Advisory Planning Commission:

In accordance with Development Application Procedures Bylaw No. 2488, the subject applications will be reviewed by the Advisory Planning Commission at the June 13, 2018 meeting. A copy of the APC minutes will be presented to Langley City Council at the June 25, 2018 Regular Council meeting.

BUDGET IMPLICATIONS:

In accordance with Bylaw No. 2482, the proposed development would contribute \$448,472 to City Development Cost Charge accounts and \$72,000 in Community Amenity Charges.

ALTERNATIVES:

1. Require changes to the applicant's proposal.
2. Deny application.

Prepared by:



Gerald Minchuk, MCIP, RPP
Director of Development Services
& Economic Development

Concurrence:



Rick Bomhof, P. Eng.
Director of Engineering, Parks and
Environment

Concurrence:



Rory Thompson, Fire Chief

Attachment(s):



EXPLANATORY NOTE

WATERWORKS REGULATION BYLAW, 2004, No. 2550, AMENDMENT No. 21 BYLAW, 2018

BYLAW No. 3093

The purpose of Bylaw No. 3093 is to increase the water user rate structure in 2019 by increasing the consumption charge by \$0.08/CM. This overall increase is to offset the increase in the GVWD rate reflecting the continued water quality improvement capital projects, as well as increases in City wages and supplies.

The consumption based charge will increase to \$1.31 per cubic meter and the flat fee will remain at \$75.00. Water rates are designed to attain a user pay system by charging customers for their actual use. The average total cost for a Single Family Home in 2019 will be \$507.30 (an increase of \$26.40 over 2018), and \$323.90 (an increase of \$15.20 over 2018) for a Strata Dwelling.



WATERWORKS REGULATION BYLAW, 2004, No. 2550,
AMENDMENT NO. 21 BYLAW, 2018

BYLAW No. 3093

A Bylaw to amend the Waterworks Regulation Bylaw.

The Council of the City of Langley, in open meeting assembled, enacts as follows:

Title

1. This bylaw may be cited as the “Waterworks Regulation Bylaw, 2004, No. 2550, Amendment No. 21 Bylaw, 2018, No. 3093”.

Amendments

- (1) By deleting Schedule “A” – Waterworks Bylaw and replacing it with the attached Schedule “A” – Waterworks Bylaw, attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this third day of December, 2018.

ADOPTED this day of , 2018.

MAYOR

CORPORATE OFFICER

SCHEDULE "A" - WATERWORKS BYLAW

CLASS OF CONSUMER	RATE
(a) Low-volume Consumer	
(i) A per annum flat rate per dwelling unit of	\$75.00
plus a	
volumetric rate of	\$1.31
per cubic metre of water consumed as determined by using	
consumption in the previous year for the premise owned or	
occupied by the consumer.	
(ii) If a new premise is being charged the volumetric rate will be	
determined by the Collector having regard to similar premises and	
historical water consumption.	
(b) High-volume Consumer	
(i) A bi-monthly flat rate of	\$13.89
plus a	
volumetric rate of	\$1.46
per cubic metre of water consumed in the past two months.	
(ii) The minimum charge payable by a high-volume consumer is	\$13.89
per two-month period.	



EXPLANATORY NOTE

SOLID WASTE BYLAW, 2016, No. 2991, AMENDMENT No. 2, BYLAW No. 3094

The purpose of Bylaw No. 3094 is to increase the municipal garbage collection service fee by \$8 in 2019. This increase is to offset the 5% increase in Metro Vancouver garbage tipping fees.

The flat fee will increase to \$198 (an increase of \$8 over 2018).



SOLID WASTE BYLAW, 2016, No. 2991
AMENDMENT No. 2, 2018

BYLAW No. 3094

A Bylaw to amend the Solid Waste Bylaw.

The Council of the City of Langley, in open meeting assembled, enacts as follows:

Title

1. This bylaw may be cited as the “Solid Waste Bylaw, 2016, No. 2991 Amendment No. 2, 2018 Bylaw No. 3094”.

Amendments

- (1) By deleting Schedule “A” and replacing it with the attached Schedule “A”, attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this third day of December, 2018.

ADOPTED this day of , 2018.

MAYOR

CORPORATE OFFICER



SOLID WASTE BYLAW, 2016,

BYLAW No. 2991

SCHEDULE "A"

Every Owner of a Dwelling Unit receiving Municipal Garbage Collection Services provided by the City is required to pay the amount of \$198.00 per year. For new construction, the charge shall be pro-rated for the first year of service according to the actual number of months that the service is provided.



EXPLANATORY NOTE

SANITARY SEWER AND STORM SEWER RATES AND REGULATION BYLAW, 2003, No. 2494 AMENDMENT No. 17, BYLAW No. 3095

The purpose of Bylaw No. 3095 is to accommodate the sewer user rate structure in 2019 to increase the charge by \$0.08/CM. This increase is to offset the increase in the GVS&DD levy for 2019, as well as increases in wages and supplies.

The consumption based charge will increase to \$1.19 per cubic meter (based on 80 % of water consumption) and the flat fee will remain at \$75.00. Sewerage and Drainage rates are designed to attain a user pay system by charging customers for their actual use. The average total cost for a Single Family Home in 2019 will be \$389.16 (an increase of \$21.12 over 2018), and \$255.88 (an increase of \$12.16 over 2018) for a Strata Dwelling.



**SANITARY SEWER AND STORM SEWER RATES AND
REGULATION BYLAW, 2003, No. 2494,
AMENDMENT No. 17, 2018,**

BYLAW No. 3095

**A Bylaw to amend the Sanitary Sewer and Storm Sewer Rates
Regulation Bylaw, 2003, No. 2494**

The Council of the City of Langley, in open meeting assembled, enacts as follows:

Title

1. This bylaw may be cited as the “Sanitary Sewer and Storm Sewer Rates and Regulation Bylaw, 2003, No. 2494, Amendment No. 17, 2018 Bylaw No. 3095”.

Amendment

1. The "Sanitary Sewer and Storm Sewer Rates and Regulation Bylaw, 2003, No. 2494, and any amendments are hereby amended by deleting Schedule “A” Rates –and inserting the Schedule “A” – Rates, attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this third day of December, 2018.

ADOPTED this day of , 2018.

MAYOR

CORPORATE OFFICER



SANITARY SEWER AND STORM SEWER RATES

SCHEDULE “A” – Rates

1. Consumption Rates

Annual Low Volume Consumer Rates

- 1.1 To all low volume consumers with annual billings, the following charges apply:
- (a) \$75.00 per dwelling unit per annum; plus
 - (b) a consumption charge of \$1.19 per cubic metre based on eighty percent (80%) of the water consumption used during the previous twelve months.
- 1.1.1 As an exception to section 1.1 of this Schedule, Township of Langley residential units are charged \$389.16 per unit when no consumption data is available.

Annual High Volume Consumer Rates

- 1.2 To all high volume consumers with annual billings, the following charges apply:
- (a) \$75.00 per dwelling unit per annum; plus
 - (b) a consumption charge of \$1.19 per cubic metre based on eighty percent (80%) of the water consumption used during the previous twelve months.
- 1.2.1 For the purposes of billing high volume consumer use to the Township of Langley under any existing sewer use agreements, section 1.2 of this Schedule will apply.
- 1.2.3 As an exception to section 1.2 of this Schedule, in cases where water consumption data is not available for the Township of Langley, then the billings will be calculated using consumption data from like units in the City of Langley as determined by the Collector.

Bi-monthly High Volume Consumer Rates

1.3 To all high volume consumers who are listed in Schedule B, the following charges will apply:

- (a) \$13.89 per dwelling unit every two months; plus
- (b) a consumption charge of \$1.32 per cubic metre based on eighty percent (80%) of the water consumption used during the previous two months.

2. Deposits

a) Sanitary and Storm Sewer Service Connection Deposits

A deposit, to be determined by an estimate, will be required for each sanitary or storm sewer connection, prior to installation.

b) Culvert Deposits

A deposit, to be determined by an estimate, will be required for each culvert, prior to installation.

c) Disconnection Deposit

A deposit, to be determined by an estimate, will be required for each
sanitary or storm sewer disconnection, prior to disconnection.

3. Re-inspection Rate

The rate will be \$55.00 per re-inspection.

4. Call out Rate

The rate will be \$75.00 per call out.

5. Abatement Program Rate

The rate will be \$55.00 per application.

6. Penalty Interest Rate

The rate will be as the same interest rate charged in the Tax Penalty Addition Bylaw, 1983, No. 1267 and its amendments.



REPORT TO COUNCIL

To: **Mayor van den Broek and Councillors**

Subject **Smoking Bylaw Amendment Bylaw No. 3047**

Report #:

File #: 3900.00

From: Administration Department

Doc #:

Date: November 6, 2018

RECOMMENDATION:

THAT Council support the rescinding of third reading of Smoking Bylaw Amendment Bylaw No. 3047 and subsequent amendment of the bylaw to reflect changes as outlined in attachment 1 to the report of the Corporate Officer dated November 6, 2018.

PURPOSE:

To obtain Council's support to rescind third reading of Bylaw No. 3047 to permit amendments to be made to the bylaw prior to adoption.

POLICY:

Council Procedure Bylaw No. 2904 states:

"Any amendment to a bylaw shall be made by a motion of Council after the bylaw has received second reading and before it received third reading. If the bylaw has been amended the motion at third reading shall be "to give the bylaw third reading as amended"."

COMMENTS/ANALYSIS:

Smoking Bylaw Amendment Bylaw No. 3047 was given three readings on July 23, 2018. As required by legislation, the bylaw was forwarded to Fraser Health for comment. After the bylaw received third reading staff started drafting an amending bylaw to the Municipal Ticket Information (MTI) Bylaw to reflect ticketable offences for new smoking infractions contained in the Smoking Bylaw amendment.

Each offence under the MTI Bylaw must reference a separate and distinct section of the bylaw for which the fines are established. Staff discovered that Sections 5 and 6 of the Smoking Amendment Bylaw contained references to various smoking activities under the same numbered subsection and therefore the MTI Bylaw fines could not be referenced in the fine schedule as they need to be for each of the activities.

Accordingly, staff recommend that third reading of Smoking Bylaw Amendment No. 3047 be rescinded and amendments to the bylaw approved by Council so as to align the provisions of the Smoking Bylaw with the MTI Bylaw amendment requirements and the Bylaw be given third reading as amended.

The proposed changes to the Smoking Amendment Bylaw are indicated as red mark-ups in the bylaw amendment attached to this report.

Also attached to this report is the response received from Fraser Health dated October 12, 2018 in which they provide the following recommendations:

1. Expand the smoke-free buffer zone from the proposed 6m to between 10 and 25m;
2. Prohibit smoking on sidewalks and boulevards.

It is staff's opinion that a 10-25m no smoking buffer zone and prohibition of smoking on sidewalks and boulevards would be difficult to enforce. Accordingly, staff are not recommending these proposed changes be incorporated into the bylaw.

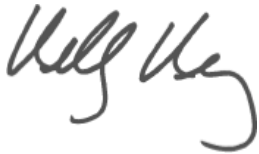
BUDGET IMPLICATIONS:

N/A

ALTERNATIVES:

1. Direct staff to further amend the bylaw to incorporate one or both recommendations of Fraser Health.

Respectfully Submitted,



Kelly Kenney, Corporate Officer

Attachments:

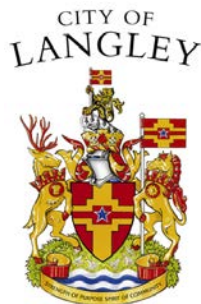
1. Mark-up version of Smoking Bylaw Amendment Bylaw No. 3047 showing proposed changes
2. Draft of Consolidated version of master Smoking Bylaw No. 2792 incorporating proposed amendments
3. Correspondence from Fraser Health dated October 12, 2018

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer



EXPLANATORY MEMO

SMOKING REGULATION BYLAW NO. 2792

AMENDMENT NO. 2, 2018

No. 3047

PURPOSE:

- To comply with provincial Tobacco and Vapour Products Control Act and Tobacco and Vapour Products Control Regulation which increases the no-smoking buffer zone around all doorways, air intake and open windows to any substantially enclosed public and work places in BC to six metres (was three metres).
- To comply with provincial Motor Vehicle Act that prohibits smoking in a vehicle with children under the age of 16.
- To include cannabis within the definition of “Smoke” or “Smoking” in preparation for the federal government's legalization of non-medical cannabis in late summer 2018 and to comply with provincial regulations prohibiting use of cannabis in areas frequented by children.
- To limit the areas where smoking of tobacco and use of vaping devices is permitted in areas that may be frequented by children, including but not limited to, parks and public facilities.

BACKGROUND:

- The Province enacted new laws around the sale, display, promotion and use of tobacco and vapour products effective Sept. 1, 2016, necessitating amendment to the City's Smoking Regulation Bylaw. The Tobacco and Vapour Products Control Regulation sets a six-metre zone around all doorways, air intakes and open windows to any substantially enclosed public and work places in B.C. (previously, the buffer zone was three metres).
- The Province enacted a new law in 2009 to prohibit smoking in a vehicle with children under the age of 16.
- Bill C-45, which legalizes the use of non-medical cannabis, received Royal Assent on June 21, 2018. It is scheduled to come into force on October 17, 2018. Under its authority within the regulation framework, the Province has enacted regulations restricting cannabis smoking in areas frequented by children, including community beaches, parks and playgrounds. As municipalities have the authority to restrict where tobacco may be smoked and where electronic “vaping” devices may be used, amendments are proposed that would also restrict the smoking of tobacco and use of vaping devices in areas that may be frequented by children, including but not limited to parks and public facilities.

Note: After third reading of the bylaw, it will require approval by the Minister of Health before adoption can occur.



SMOKING REGULATION BYLAW NO. 2792 AMENDMENT NO. 2, 2018 No. 3047

A Bylaw to amend the City's Smoking Regulation bylaw.

The Council of the City of Langley, in open meeting assembled, enacts as follows:

1. Title

This bylaw shall be cited as the "Smoking Regulation Bylaw, 2010, No. 2792, Amendment No. 2, 2018, No. 3047".

2. Amendments

(1) Smoking Regulation Bylaw No. 2792 is hereby amended as follows:

(a) In Section 2 by adding the following definitions in alphabetical order:

"Cannabis" has the same meaning as in the *Cannabis Control and Licensing Act*.

"Common Areas" include lobbies, foyers, stairwells, elevators, corridors, cloakrooms, washrooms, food fair seating areas and other public areas of a **Building**.

"Enclosed Premises" means **Premises** that are enclosed on all sides, except for windows, doors and other similar openings, but does not include a dwelling unit or sleeping unit as defined in the City's Zoning Bylaw 1996, No. 2100, or a hotel or motel room or suite designated for **Smoking** by a **Responsible Person**.

"Park" means a Park as defined in the City's Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.

"Premises" means a portion of a **Building** in respect of which a person has exclusive possession.

"Public Facility" means a Public Facility as defined in the City's Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.

"Representative of the City" means the administrative manager responsible for Parks administration or Public Facilities within the

City or his designate; and for the purpose of enforcing the provisions of this bylaw, also includes:

- (a) a peace officer; and
- (b) a bylaw enforcement officer appointed by the City.

“Smoking Area” means those areas designated and signed for Smoking tobacco.

“Vehicle” means the interpretation under the Motor Vehicle Act R.S.B.C. 1996, c 318.

“Vehicle for Hire” means a Vehicle used for the carrying, transportation or conveyance of persons or property for hire and includes a taxi cab, limousine, bus or tow car.

- (b) In Section 2, under the definition of “Responsible Person”, by replacing the following:

“‘Responsible Person’ means a person who owns, controls, manages, supervises or operates:

- (a) a **Business** or other use which occupies all or substantially all of a **Building**,
- (b) a **Business** or other use which occupies **Premises**,
- (c) **Common Areas**, or
- (d) a **Customer Services Area**;

and, in respect of **Common Areas**, includes a strata corporation or cooperative association.”

with

“‘Responsible Person’ means a person who owns, controls, manages, supervises or operates:

- (a) a **Business** or other use which occupies all or substantially all of a **Building**,
- (b) a **Business** or other use which occupies **Premises**,
- (c) **Common Areas**,
- (d) a **Customer Services Area**, or

(e) a **Vehicle for Hire**;

and, in respect of **Common Areas**, includes a strata corporation or cooperative association.”

(c) In Section 2, under the definition of “Smoke” or “Smoking”, by replacing the following:

“Smoke” or “Smoking” means burn or carry a lighted cigarette, cigar, pipe, electronic smoking device, hookah pipe or other lighted smoking equipment that burns tobacco.”

with

“Smoke” or “Smoking” means to

- (a) burn, light operate, or activate a cigarette, cigar, pipe, electronic smoking device, hookah pipe or other smoking equipment that burns tobacco, Cannabis or other substance;
or
- (b) carry or hold a lit cigarette, cigar or pipe.

(d) In Section 4.(1) by replacing the following wording:

“(1) A person must not **Smoke**:

(a) in a **Building**, except in:

- (i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;
- (ii) a hotel or motel room or suite designated for **Smoking** by a **Responsible Person**; or

(b) in an enclosed or partially enclosed shelter where people wait to board public transit;

(c) within three metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(d) in a **Customer Service Area**; or

(e) within three metres of the perimeter of a **Customer Service Area.**"

with

"(1) A person must not **Smoke**:

(a) in a **Building**, except in:

(i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;

(ii) a hotel or motel room or suite designated for **Smoking** by a Responsible Person; or

(iii) **Enclosed Premises**:
a. that are not open to the public; and
b. where the only occupants of the **Building** are the owner or owners of the **Business** carried on in the **Building**;

(b) in an enclosed or Partially Enclosed Shelter where people wait to board public transit;

(c) within six metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(d) in a **Customer Service Area**;

(e) within six metres of the perimeter of a **Customer Service Area**;

(f) Cannabis in a **Vehicle**;

(g) tobacco or any other substance, except for Cannabis which is governed by s. 4(1)(f) of this bylaw, in a **Vehicle**, if any occupant of the **Vehicle** is under the age of sixteen (16) years;

(h) in a **Vehicle for Hire**;

- (i) Cannabis in any area that may be frequented by children, including but not limited to **Parks** and **Public Facilities**; or
- (j) tobacco in **Parks** and **Public Facilities**, except within designated **Smoking Areas**."

~~(e) In Section 5(1)(c) by replacing the following wording:~~

~~"an area described in 4(1)(c) or (e)."~~

~~with~~

~~"an area described in 4(1)(c), (e) or (h)."~~

(e) In Section 5, by replacing the following wording:

"(1) Except as permitted by section 4(1)(a), a responsible person must not smoke or allow a person to smoke in:

(a) a building or customer service area;

(b) premises or common areas; or

(c) an area described in 4(1)(c) or (e)."

with

"(1) Except as permitted by section 4(1)(a), a responsible person must not smoke or allow a person to smoke in:

(a) a **Building**;

(b) within six metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(c) a **Customer Service Area**;

(d) within six metres of the perimeter of a **Customer Service Area**;

(e) **Premises**;

(f) **Common Areas**;

(g) a **Vehicle for Hire**."

(f) In Section 6, by replacing the following wording:

“(1) Where smoking is prohibited by section 4(1), a responsible person must place, as applicable, a clearly visible sign at every entrance to the building or area bearing the message:

“THIS IS SMOKE FREE ENVIRONMENT – NO SMOKING”

in letters not less than 15 mm high on a background of contrasting colour.

(2) A person must not remove, alter, conceal, deface or destroy any sign required under this bylaw.”

with

“(1) Where smoking is prohibited by section 4(1), a responsible person must place, as applicable, a clearly visible sign at every entrance to the building or area.

(2) The sign must bear the message:

“THIS IS SMOKE FREE ENVIRONMENT – NO SMOKING”

in letters not less than 15 mm high on a background of contrasting colour.

(3) A person must not remove, alter, conceal, deface or destroy any sign required under this bylaw.”

(f)(g) In Section 7(1) by replacing the following wording:

“An inspector or official of the City, or a bylaw enforcement officer”;

with

“A Representative of the City”;

(g)(h) In Section 8(1) by replacing the following wording:

“An inspector or official of the City, or a bylaw enforcement officer”;

with

“A Representative of the City”.

READ A FIRST, SECOND and THIRD TIME this twenty third day of July, 2018.

APPROVED BY THE MINISTER OF HEALTH on the day of , 2018.

FINALLY ADOPTED this day of , 2018.

MAYOR

CORPORATE OFFICER

I hereby certify this is a true copy of the original document Bylaw No. 3047, having received 3 readings on July 23, 2018.



The City of Langley
"The Place To Be!"

SMOKING REGULATION BYLAW NO. 2792

A Bylaw to provide for the protection, promotion and preservation of health of City of Langley residents and to regulate and prohibit smoking in the City.

DISCLAIMER – THIS BYLAW IS CONSOLIDATED FOR CONVENIENCE ONLY. THE CITY DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

Consolidated as of June 17, 2016

TABLE OF CONSOLIDATION	
BYLAW	SUBJECT MATTER
Bylaw No. 2988, Amendment No. 1	Add Electronic Smoking Device
<u>Bylaw No. 3047 Amendment No. 2</u>	<ul style="list-style-type: none"><u>Increase no smoking buffer zone to 6 metres</u><u>include cannabis in definition of smoke and smoking</u><u>limit the areas where smoking is permitted in Parks, Public Facilities</u>



THE CITY OF LANGLEY “The Place To Be!”

SMOKING REGULATION BYLAW NO. 2792

A Bylaw to provide for the protection, promotion and preservation of health of City of Langley residents and to regulate and prohibit smoking in the City.

The Council of the City of Langley, in open meeting assembled, enacts as follows:

1. Title

This bylaw shall be cited as the “Smoking Regulation Bylaw, 2010, No. 2792”.

2. Definitions

(1) “Building” means any structure used or intended for supporting or sheltering any use or occupancy;

(2) “Business” means a business, trade, profession, or other occupation for which a person must obtain a licence under the Business Licence and Regulation Bylaw;

(3) “Cannabis” has the same meaning as in the *Cannabis Control and Licensing Act*.

(4) “City” means the City of Langley;

(5) “Common Areas” include lobbies, foyers, stairwells, elevators, corridors, cloakrooms, washrooms, food fair seating areas and other public areas of a **Building**.

(6) “Customer service area” means a partially enclosed or unenclosed area, including a balcony, patio, yard or sidewalk, that is part of or connected to or associated with the **Business** or use in a **Building** or premises that includes the service of food or alcoholic drinks to customers or other persons for consumption on site.

(7) “Electronic Smoking Device” means a vaporizer or inhalant-type device or a component of such a device, that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user of the device directly through the mouth.

- (8) “Enclosed Premises” means **Premises** that are enclosed on all sides, except for windows, doors and other similar openings, but does not include a dwelling unit or sleeping unit as defined in the City’s Zoning Bylaw 1996, No. 2100, or a hotel or motel room or suite designated for Smoking by a Responsible Person.;
- (9) “Park” means a Park as defined in the City’s Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.
- (10) “Premises” means a portion of a **Building** in respect of which a person has exclusive possession.
- (11) “Public Facility” means a Public Facility as defined in the City’s Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.
-

~~(4)~~(12) “Partially Enclosed Shelter” means a **Building** or other structure located on City property and constructed near a bus stop to provide seating and/or protection from the weather for the convenience of waiting passenger.

(13) “Premises” means a portion of a **Building** in respect of which a person has exclusive possession.

(14) Representative of the City” means the administrative manager responsible for Parks administration or Public Facilities within the City or his designate; and for the purpose of enforcing the provisions of this bylaw, also includes:

- (a) a peace officer; and
- (b) a bylaw enforcement officer appointed by the City.

(15) Responsible Person means a person who owns, controls, manages, supervises or operates:

- (a) a **Business** or other use which occupies all or substantially all of a Building,
- (b) a **Business** or other use which occupies **Premises**,
- (c) **Common Areas**,
- (d) a **Customer Services Area**, or
- (e) a **Vehicle for Hire**;

and, in respect of **Common Areas**, includes a strata corporation or cooperative association.

~~(5) "Smoke" or "Smoking" means burn or carry a lighted cigarette, cigar, pipe, electronic smoking device, hookah pipe or other lighted smoking equipment that burns tobacco.~~

(16) "Smoke" or "Smoking" means to

(a) burn, light operate, or activate a cigarette, cigar, pipe, electronic smoking device, hookah pipe or other smoking equipment that burns tobacco, Cannabis or other substance;
or

(b) carry or hold a lit cigarette, cigar or pipe.

(17) "Smoking Area" means those areas designated and signed for Smoking tobacco.

(18) "Vehicle" means the interpretation under the Motor Vehicle Act R.S.B.C. 1996, c 318.

(19) "Vehicle for hire" means a **Vehicle** used for the carrying, transportation or conveyance of persons or property for hire and includes a taxi cab, limousine, bus or tow car.

3. Duty of Administration and Enforcement

(1) The intent of this bylaw is to set standards in the general public interest, and not to impose a duty on the **City** or its employees to enforce its provisions and:

(a) a failure to administer or enforce its provisions or the incomplete or inadequate administration or enforcement of its provisions is not to give rise to a cause of action in favour of any person; and

(b) the grant of any approval or permission or issuance of any permit is not a representation, warranty or statement of compliance with the bylaw and the issuance thereof in error is not to give rise to a cause of action.

4. Prohibitions

"(1) A person must not **Smoke**:

(a) in a **Building**, except in:

- (i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;
- (ii) a hotel or motel room or suite designated for **Smoking** by a Responsible Person; or
- (iii) **Enclosed Premises**:
 - a. that are not open to the public; and
 - b. where the only occupants of the **Building** are the owner or owners of the **Business** carried on in the **Building**;
- (b) in an enclosed or **Partially Enclosed Shelter** where people wait to board public transit;
- (c) within six metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;
- (d) in a **Customer Service Area**;
- (e) within six metres of the perimeter of a **Customer Service Area**;
- (f) Cannabis in a **Vehicle**;
- (g) tobacco or any other substance, except for Cannabis which is governed by s. 4(1)(f) of this bylaw, in a **Vehicle**, if any occupant of the **Vehicle** is under the age of sixteen (16) years;
- (h) in a **Vehicle for Hire**;
- (i) Cannabis in any area that may be frequented by children, including but not limited to **Parks** and **Public Facilities**; or
- (j) tobacco in **Parks** and **Public Facilities**, except within designated **Smoking Areas**.”

~~—(1) A person must not **Smoke**:~~

~~—(a) in a **Building**, except in:~~

~~(i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;~~

~~a. a hotel or motel room or suite designated for **Smoking** by a **Responsible Person**;~~

~~(b) in an enclosed or **partially enclosed shelter** where people wait to board public transit;~~

~~within three metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;~~

~~(c) in a **Customer Service Area**; or~~

~~(d) within three metres of the perimeter of a **Customer Service Area**;~~

5. Enforcement of Prohibitions

(1) Except as permitted by section 4(1)(a), a **Responsible Person** must not **Smoke** or allow a person to **Smoke** in:

(a) a Building;

(b) within six metres measured on the ground from a point directly below any point of any opening into any **Building, including any door or window that opens or any air intake;**

(c) a Customer Service Area;

(d) within six metres of the perimeter of a **Customer Service Area;**

(e) Premises;

(f) Common Areas;

(g) a Vehicle for Hire.

~~(a) a **Building** or **Customer Service Area**;~~

~~(b) **Premises** or **Common Areas**; or~~

~~(c) in an area described in (4)(1)(c), (e) or (h);~~

6. Signage

- (1) Where **Smoking** is prohibited by section 4(1), a **Responsible Person** must place, as applicable, a clearly visible sign at every entrance to the **Building** or area ~~bearing the message:~~

(2) The sign must bear the message:

“THIS IS SMOKE FREE ENVIRONMENT – NO SMOKING”

in letters not less than 15 mm high on a background of contrasting colour.

- (23)** A person must not remove, alter, conceal, deface or destroy any sign required under this bylaw.

7. Notice of Violations

- (1) A **Representative of the City** ~~inspector or official of the City, or a bylaw enforcement officer~~, may give notice to any person ordering or directing that person to:

- (a) discontinue or refrain from doing anything that contravenes this bylaw; or
- (b) carry out any work or do anything to bring any land or **Building** into conformity with this bylaw;

within the time specified in such notice.

8. Service of Notice

- (1) A **Representative of the City** ~~inspector or official of the City, or a bylaw enforcement officer~~, may serve a notice under this bylaw:

- (a) by mailing it by registered post to an owner who is the addressee of the notice at the address of the owner shown on the real property assessment roll prepared pursuant to the *Assessment Act*;
- (b) by handing it to the person who is the addressee of the notice; or
- (c) if the notice refers to real property, by posting it on the real property.

9. Offences Under Bylaw

- (1) A person who:
- (a) violates any provision of this bylaw, or does any act or thing which violates any provision of this bylaw, or suffers or allows any other person to do any act or thing which violates any provision of this bylaw;

(b) neglects to do or refrains from doing anything required to be done by any provision of this bylaw; or

(c) fails to comply, suffers or allows any other person to fail to comply, with an order, direction or notice given under any provision of this bylaw;

is guilty of an offence against this bylaw, and liable to the penalties imposed under section 10.

10. Penalties

(1) Every person who commits an offence against this bylaw is punishable on conviction by a fine of not less than \$50.00 and not more than \$2000.00 for each offence.

(2) Where an offence is a continuing offence, each day that the offence is continued shall constitute a separate and distinct offence.

11. Severability

(1) If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

12. Force and Effect

(1) This bylaw shall come into force and effect on July 1, 2010.

READ A FIRST, SECOND and THIRD TIME this twenty first day of June, 2010.

RECEIVED BY THE MINISTRY OF HEALTH FOR DEPOSIT the fifth day of July, 2010.

FINALLY ADOPTED this 19th day of July, 2010.

MAYOR

CORPORATE OFFICER

October 12, 2018

Mayor and Council
City of Langley
20399 Douglas Crescent
Langley BC V3A 4B3

To the Mayor and Council:

Re: Amendments to City of Langley *Smoking Regulation Bylaw*

Thank you for the opportunity to provide comments on proposed amendments to the City of Langley *Smoking Regulation Bylaw*. Fraser Health's Population and Public Health Program supports the use of municipal regulations to ensure smoke-free spaces that support the health of residents in the region. Our review has found a number of areas in which the proposed amendments reflect best practices for public health, and areas in which further enhancement is recommended.

It is noted that the proposed amendment would expand the definition of "smoking" under the bylaw to include cannabis, and also enhances measures to prevent public exposure to second hand smoke. Specifically, these enhancements include an increase to the boundaries of no-smoking buffer zones, prohibiting smoking in a vehicle with children under the age of 16, and restricting both smoking and e-cigarette use in areas frequented by children.

It is particularly important that local regulations address the use of cannabis, in light of the impending decriminalization of cannabis use under the federal *Cannabis Act* (Bill C-45). Both direct and second-hand exposure to products of cannabis combustion must be considered, as well as the potential for re-normalization of smoking in public spaces. With regard to regulation of cannabis use in public spaces, this bylaw amendment is supported by best practices for public health, as detailed in the 2018 Fraser Health document *Medical Health Officer Recommendations: Recreational Cannabis Access and Use*. Limiting public consumption of both tobacco and cannabis can support the continued de-normalization of smoking, and reduce smoking uptake among youth. Research has shown that smoke-free regulations targeting public places where youths tend to congregate (e.g. sporting events, concerts, shopping malls, and public transportation) are associated with reduced initiation and self-reported use of cigarettes among children and adolescents. By limiting areas where cannabis can be consumed, regulators such as municipal governments can reduce the exposure of young people to cannabis, such that young people may delay initiation or never start at all.

It is noted that the City of Langley has already taken measures to include the use of electronic smoking devices and hookah products within the bylaw's definition of "smoke" or "smoking". This approach is consistent with recommendations of numerous public health agencies, including the World Health Organization Framework Convention on Tobacco Control. To address e-cigarettes, hookah, and cannabis under a municipal smoking bylaw promotes a consistent, easily-understood and widely-supported stance that smoking of any kind should be prohibited in public spaces.

Medical Health Officer
Fraser Health

400 – 13450 102nd Avenue
Surrey, BC V3T 0H1
Canada

Tel: (604) 930-5404
Fax: (604) 930-5414
www.fraserhealth.ca



RECEIVED

OCT 18 2018

ADMINISTRATION DEPT
CITY OF LANGLEY

The City of Langley bylaw amendment specifies an increase from 3 to 6 meters as the minimum distance a person who is smoking must be from a door, open window, or air intake of a building, or customer service area. The amendment also prohibits smoking in transit shelters, parks and public facilities, except within designated smoking areas. While the proposed buffer is likely to reduce second-hand exposure to smoke, for more comprehensive promotion of smoke-free environments we would recommend a larger smoke-free buffer zone (10-25m), to limit not only second-hand exposure but also visible observation of smoking practices, particularly by children and youth. Such a buffer should apply to any recreation area, playground, transit shelter, school, or childcare facility to both promote clean air and model smoke-free living for all ages.

Another recommended regulation is to prohibit smoking on sidewalks and boulevards, an area not specifically addressed in the current bylaw or proposed amendment. Community members may spend substantial time in close proximity to one another when on a sidewalk (for example when walking in the same direction or at intersections), and prohibition of smoking in this context can further limit second-hand exposure and visibility of smoking. As well, spent cigarette 'butts' do not decompose and contain concentrated chemicals hazardous to small children and animals. A municipal bylaw prohibiting smoking on sidewalks may also reduce such litter on sidewalks and streets. These expanded specifications of public smoke-free public areas can provide further protection from the harms of exposure to second-hand smoke and smoking-related litter, and are recommended by the Medical Health Officer.

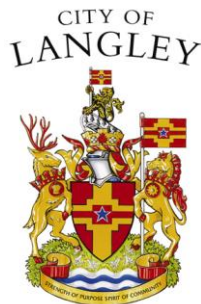
Thank you for the opportunity to provide comments through this letter, and for the efforts of the City of Langley to promote residents' health through municipal policy. I would be pleased to discuss this issue further at your convenience.

Sincerely,



Michael Schwandt, MD MPH CCFP FRCPC
Medical Health Officer

Cc: Victoria Lee, Chief Medical Health Officer and VP Population Health, Fraser Health
Kelly Kenny, Corporate Officer, City of Langley



EXPLANATORY MEMO

SMOKING REGULATION BYLAW NO. 2792

AMENDMENT NO. 2, 2018

No. 3047

PURPOSE:

- To comply with provincial Tobacco and Vapour Products Control Act and Tobacco and Vapour Products Control Regulation which increases the no-smoking buffer zone around all doorways, air intake and open windows to any substantially enclosed public and work places in BC to six metres (was three metres).
- To comply with provincial Motor Vehicle Act that prohibits smoking in a vehicle with children under the age of 16.
- To include cannabis within the definition of “Smoke” or “Smoking” in preparation for the federal government's legalization of non-medical cannabis in late summer 2018 and to comply with provincial regulations prohibiting use of cannabis in areas frequented by children.
- To limit the areas where smoking of tobacco and use of vaping devices is permitted in areas that may be frequented by children, including but not limited to, parks and public facilities.

BACKGROUND:

- The Province enacted new laws around the sale, display, promotion and use of tobacco and vapour products effective Sept. 1, 2016, necessitating amendment to the City's Smoking Regulation Bylaw. The Tobacco and Vapour Products Control Regulation sets a six-metre zone around all doorways, air intakes and open windows to any substantially enclosed public and work places in B.C. (previously, the buffer zone was three metres).
- The Province enacted a new law in 2009 to prohibit smoking in a vehicle with children under the age of 16.
- Bill C-45, which legalizes the use of non-medical cannabis, received Royal Assent on June 21, 2018. It is scheduled to come into force on October 17, 2018. Under its authority within the regulation framework, the Province has enacted regulations restricting cannabis smoking in areas frequented by children, including community beaches, parks and playgrounds. As municipalities have the authority to restrict where tobacco may be smoked and where electronic “vaping” devices may be used, amendments are proposed that would also restrict the smoking of tobacco and use of vaping devices in areas that may be frequented by children, including but not limited to parks and public facilities.

Note: After third reading of the bylaw, it will require approval by the Minister of Health before adoption can occur.



SMOKING REGULATION BYLAW NO. 2792 AMENDMENT NO. 2, 2018 No. 3047

A Bylaw to amend the City's Smoking Regulation bylaw.

The Council of the City of Langley, in open meeting assembled, enacts as follows:

1. Title

This bylaw shall be cited as the "Smoking Regulation Bylaw, 2010, No. 2792, Amendment No. 2, 2018, No. 3047".

2. Amendments

(1) Smoking Regulation Bylaw No. 2792 is hereby amended as follows:

(a) In Section 2 by adding the following definitions in alphabetical order:

"Cannabis" has the same meaning as in the *Cannabis Control and Licensing Act*.

"Common Areas" include lobbies, foyers, stairwells, elevators, corridors, cloakrooms, washrooms, food fair seating areas and other public areas of a **Building**.

"Enclosed Premises" means **Premises** that are enclosed on all sides, except for windows, doors and other similar openings, but does not include a dwelling unit or sleeping unit as defined in the City's Zoning Bylaw 1996, No. 2100, or a hotel or motel room or suite designated for **Smoking** by a **Responsible Person**.

"Park" means a Park as defined in the City's Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.

"Premises" means a portion of a **Building** in respect of which a person has exclusive possession.

"Public Facility" means a Public Facility as defined in the City's Parks and Public Facilities Regulation Bylaw, 2018, No. 3048.

"Representative of the City" means the administrative manager responsible for Parks administration or Public Facilities within the

City or his designate; and for the purpose of enforcing the provisions of this bylaw, also includes:

- (a) a peace officer; and
- (b) a bylaw enforcement officer appointed by the City.

“Smoking Area” means those areas designated and signed for Smoking tobacco.

“Vehicle” means the interpretation under the Motor Vehicle Act R.S.B.C. 1996, c 318.

“Vehicle for Hire” means a Vehicle used for the carrying, transportation or conveyance of persons or property for hire and includes a taxi cab, limousine, bus or tow car.

- (b) In Section 2, under the definition of “Responsible Person”, by replacing the following:

“‘Responsible Person’ means a person who owns, controls, manages, supervises or operates:

- (a) a **Business** or other use which occupies all or substantially all of a **Building**,
- (b) a **Business** or other use which occupies **Premises**,
- (c) **Common Areas**, or
- (d) a **Customer Services Area**;

and, in respect of **Common Areas**, includes a strata corporation or cooperative association.”

with

“‘Responsible Person’ means a person who owns, controls, manages, supervises or operates:

- (a) a **Business** or other use which occupies all or substantially all of a **Building**,
- (b) a **Business** or other use which occupies **Premises**,
- (c) **Common Areas**,
- (d) a **Customer Services Area**, or

(e) a **Vehicle for Hire**;

and, in respect of **Common Areas**, includes a strata corporation or cooperative association.”

(c) In Section 2, under the definition of “Smoke” or “Smoking”, by replacing the following:

“Smoke” or “Smoking” means burn or carry a lighted cigarette, cigar, pipe, electronic smoking device, hookah pipe or other lighted smoking equipment that burns tobacco.”

with

“Smoke” or “Smoking” means to

- (a) burn, light operate, or activate a cigarette, cigar, pipe, electronic smoking device, hookah pipe or other smoking equipment that burns tobacco, Cannabis or other substance;
or
- (b) carry or hold a lit cigarette, cigar or pipe.

(d) In Section 4.(1) by replacing the following wording:

“(1) A person must not **Smoke**:

(a) in a **Building**, except in:

- (i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;
- (ii) a hotel or motel room or suite designated for **Smoking** by a **Responsible Person**; or

(b) in an enclosed or partially enclosed shelter where people wait to board public transit;

(c) within three metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(d) in a **Customer Service Area**; or

(e) within three metres of the perimeter of a **Customer Service Area.**"

with

"(1) A person must not **Smoke**:

(a) in a **Building**, except in:

(i) a dwelling unit or sleeping unit defined under the Zoning Bylaw, including a dwelling unit in which an owner or occupier also carries on **Business**;

(ii) a hotel or motel room or suite designated for **Smoking** by a Responsible Person; or

(iii) **Enclosed Premises**:
a. that are not open to the public; and
b. where the only occupants of the **Building** are the owner or owners of the **Business** carried on in the **Building**;

(b) in an enclosed or Partially Enclosed Shelter where people wait to board public transit;

(c) within six metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(d) in a **Customer Service Area**;

(e) within six metres of the perimeter of a **Customer Service Area**;

(f) Cannabis in a **Vehicle**;

(g) tobacco or any other substance, except for Cannabis which is governed by s. 4(1)(f) of this bylaw, in a **Vehicle**, if any occupant of the **Vehicle** is under the age of sixteen (16) years;

(h) in a **Vehicle for Hire**;

- (i) Cannabis in any area that may be frequented by children, including but not limited to **Parks** and **Public Facilities**; or
- (j) tobacco in **Parks** and **Public Facilities**, except within designated **Smoking Areas**.”

~~(e) In Section 5(1)(c) by replacing the following wording:~~

~~“an area described in 4(1)(c) or (e).”~~

~~with~~

~~“an area described in 4(1)(c), (e) or (h).”~~

(e) In Section 5, by replacing the following wording:

“(1) Except as permitted by section 4(1)(a), a responsible person must not smoke or allow a person to smoke in:

(a) a building or customer service area;

(b) premises or common areas; or

(c) an area described in 4(1)(c) or (e).”

with

“(1) Except as permitted by section 4(1)(a), a responsible person must not smoke or allow a person to smoke in:

(a) a **Building**;

(b) within six metres measured on the ground from a point directly below any point of any opening into any **Building**, including any door or window that opens or any air intake;

(c) a **Customer Service Area**;

(d) within six metres of the perimeter of a **Customer Service Area**;

(e) **Premises**;

(f) **Common Areas**;

(g) a **Vehicle for Hire**.”

(f) In Section 6, by replacing the following wording:

“(1) Where smoking is prohibited by section 4(1), a responsible person must place, as applicable, a clearly visible sign at every entrance to the building or area bearing the message:

“THIS IS SMOKE FREE ENVIRONMENT – NO SMOKING”

in letters not less than 15 mm high on a background of contrasting colour.

(2) A person must not remove, alter, conceal, deface or destroy any sign required under this bylaw.”

with

“(1) Where smoking is prohibited by section 4(1), a responsible person must place, as applicable, a clearly visible sign at every entrance to the building or area.

(2) The sign must bear the message:

“THIS IS SMOKE FREE ENVIRONMENT – NO SMOKING”

in letters not less than 15 mm high on a background of contrasting colour.

(3) A person must not remove, alter, conceal, deface or destroy any sign required under this bylaw.”

(f)(g) In Section 7(1) by replacing the following wording:

“An inspector or official of the City, or a bylaw enforcement officer”;

with

“A Representative of the City”;

(g)(h) In Section 8(1) by replacing the following wording:

“An inspector or official of the City, or a bylaw enforcement officer”;

with

“A Representative of the City”.

READ A FIRST, SECOND and THIRD TIME this twenty third day of July, 2018.

DEPOSITED WITH THE MINISTER OF HEALTH on the 2nd day of August, 2018.

RESCIND THIRD reading this – day of --, 2018

READ a THIRD time as amended this – day of --, 2018.

FINALLY ADOPTED this day of , 2018.

MAYOR

CORPORATE OFFICER



EXPLANATORY MEMO

MUNICIPAL TICKET INFORMATION SYSTEM BYLAW 2846, AMENDMENT NO. 12 BYLAW, 2018 No. 3073

PURPOSE:

- To update section references in Schedule B20- Smoking Regulation Bylaw to reflect amendments made by Smoking Regulation Bylaw Amending Bylaw No. 3047.



**MUNICIPAL TICKET INFORMATION SYSTEM
BYLAW 2846,
AMENDMENT NO. 11 BYLAW, 2018
No. 3073**

A Bylaw to amend fees in the Municipal Ticket Information System.

1. Title

(1) This bylaw shall be cited as the “Municipal Ticket Information System Bylaw, 2011, No. 2846, Amendment No. 12, 2018, No. 3071.”

2. Amendments

(1) Municipal Ticket Information System Bylaw, 2011, No. 2846 is hereby amended:

- i. By replacing Schedule B20 – Smoking Regulation Bylaw with new Schedule B20 attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this of , 2018.

ADOPTED this day of , 2018.

MAYOR

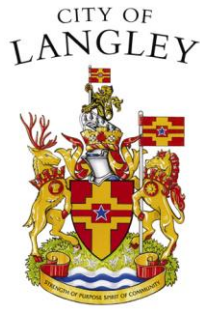
CORPORATE OFFICER

Schedule B20–Smoking Regulation Bylaw
Smoking Regulation Bylaw, 2010, No. 2792

Column 1 Offence	Column 2 Section	Column 3 Fine
Smoke in a Building – First Offence	4.1(a)	\$150.00
Smoke in a Building – Second Offence	4.1(a)	\$300.00
Smoke in a Building – Third and Subsequent Offence	4.1(a)	\$500.00
Smoke in Shelter – First Offence	4.1 (b)	\$150.00
Smoke in Shelter – Second Offence	4.1 (b)	\$300.00
Smoke in Shelter – Third and Subsequent Offence	4.1 (b)	\$500.00
Smoke Within 6 m. of Building – First Offence	4.1(c)	\$150.00
Smoke Within 6 m. of Building – Second Offence	4.1(c)	\$300.00
Smoke Within 6 m. of Building – Third and Subsequent Offence	4.1(c)	\$500.00
Smoke in a Customer Service Area – First Offence	4.1(d)	\$150.00
Smoke in a Customer Service Area – Second Offence	4.1(d)	\$300.00
Smoke in a Customer Service Area – Third and Subsequent Offence	4.1(d)	\$500.00
Smoke Within 6 m. of Customer Service Area Perimeter – First Offence	4.1(e)	\$150.00
Smoke Within 6 m. of Customer Service Area Perimeter – Second Offence	4.1(e)	\$300.00
Smoke Within 6 m. of Customer Service Area Perimeter – Third and Subsequent Offence	4.1(e)	\$500.00
Smoke Cannabis in a Vehicle – First Offence	4.1 (f)	\$150.00
Smoke Cannabis in a Vehicle – Second Offence	4.1 (f)	\$300.00
Smoke Cannabis in a Vehicle – Third and Subsequent Offence	4.1 (f)	\$500.00
Smoke in Vehicle – Occupant Under the Age of Sixteen Years – First Offence	4.1 (g)	\$150.00
Smoke in Vehicle – Occupant Under the Age of Sixteen Years – Second Offence	4.1 (g)	\$300.00
Smoke in Vehicle – Occupant Under the Age of Sixteen Years – Third and Subsequent Offence	4.1 (g)	\$500.00
Smoke in Vehicle for Hire – First Offence	4.1 (h)	\$150.00
Smoke in Vehicle for Hire – Second Offence	4.1 (h)	\$300.00
Smoke in Vehicle for Hire – Third and Subsequent Offence	4.1 (h)	\$500.00

Smoke Cannabis in Area Frequented By Children – First Offence	4.1 (i)	\$150.00
Smoke Cannabis in Area Frequented By Children – Second Offence	4.1 (i)	\$300.00
Smoke Cannabis in Area Frequented By Children – Third and Subsequent Offence	4.1 (i)	\$500.00
Smoke Tobacco in Parks and Public Facilities– First Offence	4.1 (j)	\$150.00
Smoke Tobacco in Parks and Public Facilities – Second Offence	4.1 (j)	\$300.00
Smoke Tobacco in Parks and Public Facilities – Third and Subsequent Offence	4.1(j)	\$500.00
Permit Smoking in a Building – First Offence	5.1(a)	\$150.00
Permit Smoking in a Building – Second Offence	5.1(a)	\$300.00
Permit Smoking in a Building – Third and Subsequent Offence	5.1(a)	\$500.00
Permit Smoking Within 6 m. of a Building – First Offence	5.1(b)	\$150.00
Permit Smoking Within 6 m. of a Building – Second Offence	5.1(b)	\$300.00
Permit Smoking Within 6 m. of a Building – Third and Subsequent Offence	5.1(b)	\$500.00
Permit Smoking in a Customer Service Area – First Offence	5.1(c)	\$150.00
Permit Smoking in a Customer Service Area – Second Offence	5.1(c)	\$300.00
Permit Smoking in a Customer Service Area – Third and Subsequent Offence	5.1(c)	\$500.00
Permit Smoking Within 6 m. of Customer Service Area – First Offence	5.1(d)	\$150.00
Permit Smoking Within 6 m. of Customer Service Area – Second Offence	5.1(d)	\$300.00
Permit Smoking Within 6 m. of Customer Service Area – Third and Subsequent Offence	5.1(d)	\$500.00
Permit Smoking in Premises – First Offence	5.1(e)	\$150.00
Permit Smoking in Premises – Second Offence	5.1(e)	\$300.00
Permit Smoking in Premises – Third and Subsequent Offence	5.1(e)	\$500.00
Permit Smoking in Common Areas – First Offence	5.1(f)	\$150.00
Permit Smoking in Common Areas – Second Offence	5.1(f)	\$300.00
Permit Smoking in Common Areas – Third and Subsequent Offence	5.1(f)	\$500.00
Permit Smoking in a Vehicle for Hire –	5.1(g)	\$150.00

First Offence		
Permit Smoking in a Vehicle for Hire – Second Offence	5.1(g)	\$300.00
Permit Smoking in a Vehicle for Hire – Third and Subsequent Offence	5.1(g)	\$500.00
Sign Not Displayed	6.1	\$100.00
Signage Requirements Not Met	6.2	\$50.00
Remove, Alter, Conceal, Deface or Destroy Sign	6.3	\$200.00



REPORT TO COUNCIL

To: **Mayor van den Broek and Councillors**

Subject UBCM Community Child Care Planning Program

Report #: 18-52

File #: 4710.00

From: Karlo Tamondong
Recreation Supervisor

Doc #:

Date: November 28, 2018

RECOMMENDATION:

THAT Council endorse the application for funding under the UBCM Community Child Care Planning Program.

PURPOSE:

The purpose of this report is to seek a resolution from Council in support of the application for funding from the Union of British Columbia Municipalities Community Child Care Planning Program.

POLICY:

N/A

COMMENTS/ANALYSIS:

The Community Child Care Planning Program will provide funding for local governments to engage in child care planning activities in order to develop a community child care space creation action plan.

The BC Ministry of Children and Family Development is earmarking \$2.85 million for the Community Child Care Planning Program. Under the program, eligible projects can receive up to \$25,000. The program is administered by the Union of BC Municipalities.

Through partnerships and engagement, all funded projects will collect information regarding the child care needs of the community; create an inventory of existing child care spaces; identify space creation targets over the next 10 years; and identify actions that can be taken to meet those space creation targets.

The information gathered through these plans will be shared with the BC Ministry of Children and Family Development, and may inform future investments in child care space creation that the Government of British Columbia may provide Langley City through programs such as the Child Care BC New Spaces Fund. Please note that completion of a community child care space creation action plan does not guarantee future space creation funding.

Child Care is an important need in Langley City, this project will help create a Langley City's Child Care Development Action Plan to help guide Langley City Staff and Langley Child Care Service providers to address child care needs and issues.

The Langley City's Child Care Development Action Plan aims to achieve collaborative, partnership-based child care solutions with government, private and non-profit community services sector partners to support a child care vision for the betterment of Langley City's children and families. This action plan will explore and identify issues and build opportunities for further actions.

This is an action oriented work plan which seeks to synthesize the findings through qualitative data, community engagement, gap analysis and surveys. In addition, this plan will create a framework to deliver a Langley City Child Care policy, and provide recommendations for implementation of child care spaces in Langley City.

The deadline for this application is January 18, 2019.

BUDGET IMPLICATIONS:

None.

ALTERNATIVES:

For Council not to endorse the UBCM Community Child Care Planning Program application.

SUMMARY:

The UBCM Community Child Care Planning Program is an opportunity to fund an action oriented work plan which seeks to synthesize the findings through qualitative data, community engagement, gap analysis and surveys as it relates to child care in Langley City. In addition, this plan will create a framework to deliver a Langley City Child Care policy, and provide recommendations for implementation of child care spaces in Langley City.

Respectfully Submitted,



Karlo Tamondong
Recreation Supervisor

Concurrence:



Kim Hilton
Director of Recreation, Culture and Community
Services

Attachments:

1. Community Child Care Planning Program – 2019 Program and Application Guide
2. Community Child Care Planning Program – Langley City 2019 Application Form.
3. Community Child Care Planning Program – Proposed Detailed Budget.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer

Community Child Care Planning Program

2019 Program & Application Guide

1. Introduction

In order to better meet the child care needs of families, the Province of British Columbia recently announced expanded investment in the child care sector totalling \$1 billion over three years. This includes \$237 million to improve access to child care, including funding the creation of 22,000 new licensed child care spaces. Strong planning at the community level will ensure that this investment creates child care spaces in areas with the greatest need.

The BC Ministry of Children and Family Development is earmarking \$2.85 million for the Community Child Care Planning Program. Under the program, eligible projects can receive up to \$25,000. The program is administered by the Union of BC Municipalities (UBCM).

In addition to the provincial investments outlined above, the Community Child Care Space Creation Program, funded under the Canada-British Columbia Early Learning and Child Care Agreement and administered by UBCM, will provide approximately \$13 million to fund the creation of new licensed child care spaces in local government-owned facilities. Please see the Community Child Care Space Creation Program guide for details.

Community Child Care Planning Program

The Community Child Care Planning Program will provide funding for local governments to engage in child care planning activities in order to develop a community child care space creation action plan.

Through partnerships and engagement, all funded projects will collect information regarding the child care needs of the community; create an inventory of existing child care spaces; identify space creation targets over the next 10 years; and identify actions that can be taken to meet those space creation targets.

The information gathered through these plans will be shared with the BC Ministry of Children and Family Development, and may inform future investments in child care space creation that the Government of British Columbia may provide your community through programs such as the [Child Care BC New Spaces Fund](#). Please note that completion of a community child care space creation action plan does not guarantee future space creation funding.

2. Eligible Applicants

Local governments, including municipalities and regional districts, in BC are eligible to apply. Eligible applicants can submit one application per intake, including collaborative projects.

3. Collaborative Projects Among Multiple Local Governments

Funding requests from two or more eligible applicants for collaborative projects may be submitted as a single application for eligible projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application.

The primary applicant submitting the application for a collaborative project is required to submit a resolution as outlined in Section 8 of this guide. All partnering applicants are required to submit a Council or Board resolution that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

4. Eligible Projects & Guiding Principles

Eligible projects include the completion of a community child care space inventory (using the required Excel template) and the development of a community child care space creation action plan. These planning activities should result in local governments collecting information regarding the child care needs of the community and identifying short-term, medium-term, and long-term actions that can be taken to improve access to child care in the community through the creation of new child care spaces.

Eligible projects will demonstrate a commitment to the following guiding principles:

- **Community Driven** — Community solutions are based on local priorities and plans, and address the unique needs of the community
- **Catalysts for Action** — Funded activities enable local governments and community partners to create new child care spaces and improve access to affordable, quality child care in their community
- **Coordinated** — Activities of different levels of government (including local governments, school districts, Métis Nation BC, and neighbouring First Nations) and community partners (including organizations providing child care to underserved communities) encourage collaboration, avoid duplication among programs and projects, and facilitate the co-location of child care services with other child and family services
- **Sustainable Results** — Will result in an actionable plan, supported with sufficient resources, that will improve access to affordable, quality child care over time

In addition, to qualify for funding, projects must be:

- A new project or new project component (applications for retroactive projects are not eligible to receive funding under this program)
- Capable of completion by the applicant within one year from the date of grant approval

5. Requirements for Funding

As part of the approval agreement, all approved applicants are required to adhere to the following requirements:

- Comply with all applicable privacy legislation

Updated September 2018

- Recipients of the Community Child Care Planning Program are not authorized under the Freedom of Information and Protection of Privacy Act (FOIPPA) to collect, use, or disclose personal information while conducting funded activities. [Personal information](#) is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference. To ensure that personal information is not inadvertently collected, funding recipients must ensure any information collected cannot be used to identify individuals. For instance, when collecting information from stakeholders, any information that is collected and distributed should be composed of aggregate/ summative data collected from a sufficiently large sample to ensure no individual(s) can be identified. In these cases, the information should be collected and presented in a manner such that a person should not be able to extrapolate or guess who the information is concerning.

Refer to Appendix 1 for important information on all requirements for funding.
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6. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Under the Community Child Care Planning Grant program, eligible activities must be cost-effective and may include:

- Completion of a community child care space inventory (using the required Excel template)
- Development/update of a community child care space creation action plan, including the required content outlined in Appendix 2
- Data collection (e.g. research, community consultations, workshops) and analysis
- Community engagement activities

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Consultant costs
- Incremental applicant staff and administration costs
- Public information costs (e.g. meetings related to the project, translation costs)

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Capital projects, including renovations or upgrades to buildings

- Development of architectural, engineering, or other design drawings for the construction or renovation of facilities providing child care
- Ongoing or regular planning activities
- Regular maintenance, operational or administrative expenses, as well as overhead costs such as rent, office supplies, and communications services such as telephone and the internet
- Fundraising, lobbying, or sponsorship campaigns
- Legal, audit, or interest fees
- Project components already completed

7. Grant Maximum

The Community Child Care Planning Program can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$25,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

8. Application Requirements & Process

Application Deadline

The application deadline is January 18, 2019.

Applicants will be advised of the status of their application within 90 days of the application deadline.

Required Application Contents

- Completed Application Form
- Local government Council or Board resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- Detailed budget that indicates the proposed expenditures and aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
- For collaborative projects only: Each partnering applicant must submit a Council or Board resolution indicating support for the primary applicant to apply for, receive and manage the grant funding on their behalf.

Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Applications

UBCM will perform a preliminary review of applications to ensure that the required application elements (identified above) have been submitted and basic eligibility criteria have been met. Only complete application packages will be considered for funding.

Following this, all eligible applications will be reviewed and scored by the Evaluation Committee, which will include representatives from the Ministry of Children and Family Development. Scoring considerations and criteria include the following:

- Alignment with the objectives and guiding principles of the Community Child Care Planning Program
- Organizational capacity
- Anticipated results
- Partnerships and demonstrated community support
- Engagement and inclusivity
- Cost-effectiveness of the project, including in-kind or cash contributions to the project from the eligible applicant, community partners or other grant funding

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will also consider the location of each application in order to ensure a balanced representation of projects across the province, and funding decisions will be made on a provincial priority basis.

All application materials will be shared with the Province of BC
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9. Grant Management & Applicant Responsibilities

Please note that grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision & Payments

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Grants are awarded in two payments: 75% at the approval of the project and 25% when the project is complete and UBCM has received the required final report and a financial summary.

Changes to Approved Projects

Approved grants are specific to the project identified in the application, and grant funds are not transferable to other projects. Approval from the Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- A revised application package, including an updated, signed application form and an updated Council or Board resolution
- Written rationale for the proposed changes to activities and/or expenditures.

The revised application package will then be reviewed by the Evaluation Committee.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within one year of approval and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed six months.

10. Final Report Requirements & Process

Applicants are required to submit an electronic copy of the complete final report package, including the following:

- Completed Final Report Form
- Completed community child care space inventory (using the required Excel template)
- Completed community child care space creation action plan, including the required content outlined in Appendix 2
- Financial summary
- Optional: photos of the project, media clippings and or any reports or documents developed or amended with grant funding.

Submission of Final Reports

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lqps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Final Reports

UBCM will review final reports to ensure that all of the required report elements (identified above) have been submitted.

Following this, all complete final reports and deliverables will be submitted to the Ministry of Children and Family Development for review before final payment of the grant is issued.

All final report materials will be shared with the Province of BC

The Community Child Care Planning Program is funded by the Province of BC. Under Section 85 of the *Financial Administration Act*, all information collected by UBCM on behalf of the Province in relation to disbursement of the funding is provided to the Province. All information will be stored and retained in accordance with Ministry of Children and Family Development records management policies and procedures. This information could be subject to Freedom of Information requests.

11. Additional Information

For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca

Phone: (250) 952-9177

In addition, the following resources are available:

- Regional Health Authorities are responsible for child care licensing in BC, and for the health and safety inspection of licensed facilities. For more information, please [contact your regional Health Authority](#).
- For information on the child care spaces licensed by your regional health authority, you may consult the following resources:
 - [Fraser Health Authority](#)
 - [Vancouver Island Health Authority](#)
 - [Vancouver Coastal Health Authority](#)
 - [Interior Health Authority](#)
 - [Northern Health Authority](#)
- [BC School Districts](#) are responsible for K-12 capital planning in their districts.
- [BC Child Care Resource and Referral Centres \(CCRRs\)](#): CCRRs offer quality child care and community referrals, resources and support to child care providers and families in every community across the Province of British Columbia.

Appendix 1: Requirements of Funding

As outlined in Section 5, approved applicants are required to develop, undertake and complete their approved project in accordance with the following requirements:

1. The funding is to be used solely for the purpose of the approved project and for the expenses itemized in the project budget
2. Any unused funds or funds expended on ineligible costs and activities must be returned to UBCM within 30 days following the project end date
3. All expenditures must meet eligibility requirements as defined in the Community Child Care Planning Program & Application Guide
4. All project activities may commence on the date that the application was submitted and must be completed within one year of project approval
5. The final report is required to be submitted to UBCM within 30 days of project completion
6. The approved applicants are required to comply with all applicable privacy legislation. Without limiting the foregoing, the approved applicant and their child care operator(s) must ensure that any personal information they collect, use or disclose about an identifiable individual as part of the approved project is disclosed only in Canada and only in accordance with the following legislation, as applicable: *Freedom of Information and Protection of Privacy Act*, the *Child Family and Community Service Act*, the *Community Care and Assisted Living Act*, the *Personal Information Protection Act* or other applicable legislation.

Appendix 2: Required Content for Community Child Care Space Creation Action Plans

In order to be eligible for funding, community child care space creation action plans **must** include the required process elements and required content outlined below.

The information gathered through these plans will be shared with the BC Ministry of Children and Family Development, and may inform future investments in child care space creation that the Government of British Columbia may provide your community through programs such as the Child Care BC New Spaces Fund. Please note that completion of a community child care space creation action plan does not guarantee future space creation funding.

Updated September 2018

Recipients of the Community Child Care Planning Program are not authorized under the Freedom of Information and Protection of Privacy Act (FOIPPA) to collect, use, or disclose personal information while conducting funded activities. [Personal information](#) is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference. To ensure that personal information is not inadvertently collected, funding recipients must ensure any information collected cannot be used to identify individuals. For instance, when collecting information from stakeholders, any information that is collected and distributed should be composed of aggregate/summative data collected from a sufficiently large sample to ensure no individual(s) can be identified. In these cases, the information should be collected and presented in a manner such that a person should not be able to extrapolate or guess who the information is concerning.

Required Process

The completion of the action plan requires (but is not limited to) the following:

- Completing the required community child care space inventory (using the required Excel template) to record details regarding the child care facilities and spaces in your plan area. Recommended resources include:
 - The following resources from BC Stats:
 - [Sub-provincial Population Estimates](#): Population estimates sorted by region, year, sex, and age.
 - [Population Estimates for Municipalities, Regional Districts, and Development Regions, 2011-2017](#)
 - [P.E.O.P.L.E. household projections](#): Each year BC Stats prepares an updated set of sub-provincial household projections after the population projection for the current year has been created using P.E.O.P.L.E. (Population Extrapolation for Organization Planning with Less Error).
 - Custom detailed regional population projections by age are available for purchase. For details please contact the demographic analysis section: 250-216-2291
 - [Statistics Canada Age \(in Single Years\) data tables](#)
 - [Regional Health Authorities](#) are responsible for child care licensing in BC. For information on licensed child care facilities in your area, please consult your Health Authority.

- The Ministry of Children and Family Development collects data on the licensed child care facilities that receive ministry operating funding. To review this data, you may:
 - Refer to the [BC Child Care Map](#); or,
 - Download child care facility location data from the [BC Data Catalogue](#) (search “Child Care Map”).
 - Note that “Multi-Age Child Care Programs” may be separated as “Family Multi-Age” and “Group Multi-Age” in these sources of data; simply combine these two categories for a full list of Multi-Age Child Care Programs.
 - Note that the Child Care Map and child care facility location data do not provide complete lists of licensed child care facilities in BC, as they only detail licensed child care facilities in receipt of government operating funding. Cross-reference any information with information from your Health Authority to gather a complete list of all child care facilities
- Engaging with local child care stakeholders, particularly parents and child care providers (including Indigenous providers).
 - Recipients are also encouraged to engage with their local school district(s), other local governments, local First Nations, Métis Nation BC, and local Indigenous organizations.
 - Community engagement activities must include at least one of the following:
 - A survey targeting child care providers in the community
 - A survey targeting parents in the community and/or parents from a neighbouring community accessing child care in the plan area;
 - A community town hall or open house on child care issues
 - Visits to local child care centres
 - Community engagement activities must gather information regarding the needs of under-served populations in child care—including children with extra support needs, Indigenous children and families, low-income children and families, young parents under the age of 25, children and families from minority culture and language groups, immigrant and refugee children and families, and francophone children and families.
- Developing (or updating) an action plan, including the required content outlined below

Required Content for the Action Plan

Using the results of the inventory and community engagement process, the completion of the action plan requires (but is not necessarily limited to) the following content:

Current State of Child Care in Community

- The child care space utilization rate in your [Service Delivery Area](#)¹. Information on utilization rates is available from the [Ministry of Children and Family Development](#).

¹ Utilization rates are an indicator of the degree to which families may be able to access a child care space. Generally, higher utilization rates correlate with lower accessibility. Utilization rates above 80 percent indicate

- Child care utilization patterns and concerns that stakeholders indicate regarding:
 - How many families use child care in your community, and how many use [licensed versus license-not-required](#) care;
 - Whether there is a sufficient number of spaces to meet demand;
 - Whether spaces are in convenient locations for families, including whether these spaces are located close to parents' home, work, or school;
 - Whether enough spaces are co-located with organizations offering other services benefiting children and families (such as those offered through schools, post-secondary institutions, libraries, recreation facilities, and family support programs) and/or facilitating a seamless transition for children between such programs, and what kinds of services families would like child care to be co-located with; and
 - Whether child care is offered at convenient times for families, including whether there is a sufficient number of "flexible" child care spaces offered outside of regular business hours.
- Information on the programs and services that currently exist in your community to meet the child care needs of underserved populations and/or provide additional support services as required.
 - Underserved populations include, but may not be limited to, children who have extra support needs, Indigenous (First Nations, Métis, or Inuit) children and families, low-income families, young parents under the age of 25, children and families from minority cultures and language groups, immigrant and refugee children and families, and francophone families.
 - In completing this required content, you may wish to consider whether there are any of the following organizations, programs, or services in your community:
 - Supported Child Development Programs;
 - [Aboriginal Supported Child Development Programs](#);
 - Cultural safety training for child care staff;
 - Child care offered by Indigenous providers;
 - Child care offering minority language and/or culture programming;
 - Child care offering Francophone programming;
 - Programs to assist low-income families with child care fees;
 - [Young Parent Programs](#); and/or
 - Social "wrap-around" supports for children and families offered in conjunction with child care (such as meal assistance, health supports, housing supports, counselling, transportation supports, and referrals).

difficulty finding a child care space and utilization rates of approximately 90 percent would indicate that a region has poor accessibility where provider waitlists are likely commonplace.

While lower utilization rates indicate improved accessibility, local conditions may differ to that in the region overall; families may still encounter challenges finding care to meet their individual preferences and needs. It is important to engage with community stakeholders to learn more about some of the factors influencing the utilization rate in your area.

- Description of the programs and services that are most needed in your community to meet the child care needs of underserved populations and/or provide additional support services as required.

Interpreting Trends

- Identification and interpretation of trends related to the number, location, and care types of licensed child care facilities and spaces in your community, including:
 - Whether the number and type of licensed spaces in your community is sufficient to meet the needs of your ages 0-12 population, and what age groups are in most need of more child care spaces;
 - Whether licensed facilities are located in areas of high need, including high density areas and areas where parents attend work and school;
 - What locations in your community present the highest unmet demand for licensed child care spaces;
 - Whether there are a sufficient number of “flexible” licensed child care spaces offered outside of regular business hours;
 - Whether there are a sufficient number of licensed child care spaces and services providing child care for underserved populations; and
 - Whether there are a sufficient number of care facilities that are co-located with other organizations offering services benefiting children and families to meet the community’s needs.

Plan, Bylaw, and Policy Review

- Review of local plans, policies, and bylaws. This review may include only your local government’s documents, but it is recommended that it extend to other local governments as well (e.g. a review of policies in a municipality’s regional district and/or in adjacent municipalities).
- Analysis of local plans, policies, and bylaws to identify any aspects that may create barriers to the creation of licensed child care spaces in your community, and what actions can be taken to eliminate these barriers and encourage the creation of child care spaces and growth of services

Action Plan Targets and Goals

- Identify short-term (one to two years), medium-term (two to five years), and long-term (five to ten years) space creation targets that will meet the licensed child care space needs identified above. Considerations must include, but are not limited to:
 - The number of licensed child care spaces that are required to meet the identified need.
 - The child care age groups and license types that are most in demand, and how many licensed spaces in each age group and license type are needed to meet this demand.
 - Where new spaces need to be located to best meet families’ needs. Consider any opportunities for co-locating child care facilities with organizations offering other

services and programs benefiting children and their families, such as schools, post-secondary institutions, libraries, recreation facilities, and family support programs. If possible, include an estimate of the number of spaces that can be co-located with each type of facility.

- The number of new spaces that need to be flexible (i.e. offered outside of regular business hours).
- The number of spaces that can be created using public assets.
- Identify short-term (one to two years), medium-term (two to five years), and long-term (five to ten years) actions that the local government and community will take to meet licensed space creation targets and improve access to child care services within the community. Considerations must include, but are not limited to:
 - What actions your local government will take to meet the targets identified above. Please be specific; you may wish to categorize what actions will be taken in each neighbourhood.
 - Specifically, how your local government will meet the targets identified for flexible child care.
 - Specifically, how your local government will ensure that the new child care spaces in your community meet the needs of underserved populations in child care, including children who have extra support needs, Indigenous (First Nations, Métis, or Inuit) children and families, low-income families, young parents under the age of 25, children and families from minority cultures and language groups, immigrant and refugee children and families, and francophone families.
 - Which organization(s) will be responsible for leading the creation of which child care spaces in which years.
 - Which public assets can be leveraged to expand publically-owned child care in your community.
 - What community partners your local government will work with to meet the identified targets.
 - How your local government will increase the number of child care spaces co-located with organizations offering other services benefiting children and their families, and which community partners will you work with to increase the number of co-located spaces.
 - What plans, policies, and bylaws your local government will amend or create to reduce barriers to child care space creation.
 - What internal resources and capacity your local government will require in order to implement this plan (e.g. staff resources, funding, time, etc.).
 - What supports your local government will require from external organizations, including the BC Government, to achieve your space creation targets.
 - How your local government will continue to engage with stakeholders, including parents and child care providers, in meeting your space creation targets.

Optional Considerations for Further Planning

Please note that recipients of the Community Child Care Planning Grant are encouraged but not required to identify the following in their child care planning:

- Child care human resources available in the community (i.e. number of early childhood educators and other child care facility staff).
- How your community may help to increase the number of early childhood educators and child care facility staff serving the community in coming years
- Trends related to the affordability of child care in your community
- Trends related to the quality of child care in your community
- Existing children and family services in your community, in addition to child care and how these services can be expanded in the coming years.

Community Child Care Planning Program

2019 Application Form

Please complete and return the application form by January 18, 2019. All questions are required to be answered by typing directly in this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

SECTION 1: Applicant Information	AP- <i>(for administrative use only)</i>
Local Government: City of Langley	Complete Mailing Address: 20399 Douglas Crescent, Langley BC V3A 4B3
Contact Person: Karlo Tamondong	Position: Recreation Supervisor
Phone: 604-514-2867	E-mail: ktamondong@langleycity.ca

*Contact person must be an authorized representative of the applicant

SECTION 2: <u>For Collaborative Projects Only</u>
<p>1. Identification of Partnering Applicants. For all collaborative projects, please list all of the partnering applicants included in this application. Refer to Section 3 in the Program & Application Guide for more information.</p>

SECTION 3: Project Summary
<p>2. Name of the Project: Langley City's Child Care Development Action Plan</p>
<p>3. Project Cost & Grant Request: Total Project Cost: \$25,000.00 Total Grant Request: \$25,000.00 Have you applied for or received funding for this project from other sources? No</p>
<p>4. Project Summary. Provide a summary of your project in 150 words or less. Child Care is an important need in Langley City, this project will help create a Langley City's Child Care Development Action Plan to help guide Langley City Staff and Langley Child Care Service providers to address child care needs and issues. The Langley City's Child Care Development Action Plan aims to achieve collaborative, partnership-based child care solutions with government, private and non-profit community</p>

services sector partners to support a child care vision for the betterment of Langley City's children and families. This action plan will explore and identify issues and build opportunities for further actions.

This is an action oriented work plan which seeks to synthesize the findings through qualitative data, community engagement, gap analysis and surveys. In addition, this plan will create a framework to deliver a Langley City Child Care policy, and provide recommendations for implementation of child care spaces in Langley City.

SECTION 4: Detailed Project Information

- 5. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Section 4 of the Program & Application Guide for eligibility.

Langley City's Child Care Development Action Plan will include a community needs assessment and space inventory. A detailed review of services already offered, by neighbourhood and aligning it with proposed development plans will allow the City to identify gaps within the child care system. From that starting point, engaging with community stakeholders (child care operators, community service agencies, parents, DPAC etc.) to identify child care services the community would like to see expanded upon or added. In addition, existing City bylaws and plans will be reviewed to identify solutions and barriers in opening and expanding child care spaces.

The City will hire a consultant to undertake various methods of compiling data including:

- online surveys
- person to person consultations
- organizational engagement with service organizations and child care providers
- engagement with the business community
- community open house consultation
- a community feedback portal through the Langley City website

- 6. Program Objectives & Guiding Principles.** How will the proposed planning activities meet the objectives and guiding principles of the 2019 Community Child Care Planning program?

OBJECTIVES:

A thorough and complete child care needs assessment for the City

To make a strong case for investing in child care from both a social and an economic perspective

To document trends, gaps and needs by neighbourhood

To identify issues and vulnerable population groups with current unmet needs

To inform the development of a Child Care Policy for the City

To develop a short, medium and long term child care space creation proposed action plan

GUIDING PRINCIPLES:

- **INCLUSIVE** – recognizing Langley City has many informed and talented individuals who can be part of the child care solution for the community. The unique needs of Langley City will be addressed by engaging with and listening to all invested stakeholders.
- **ACTION DRIVEN** – it is expected that the planning grant will be a catalyst for prioritizing child

care solutions in Langley City, with expected outcomes to be the driving force for future funding and support.

- **COORDINATED** – Langley City will work towards collaborative solutions to meet community needs. Recognizing that not one specific agency or government body is solely responsible for child care needs.
- **SUSTAINABLE** – The resulting child care action plan will focus on long term, sustainable solutions to meet growing need and demand.

7. Intended Outcomes, Deliverables & Impacts on Local Government. What will your project achieve? What will be the specific deliverables? List any policies, practices, plans or local government documents that will be developed or amended as a result of your project.

The intended long-term outcome of this project is the creation of Langley City's Child Care Policy to help guide the creation or expansion of new child care spaces in Langley City.

Specific deliverables for the Langley City's Child Care Development Action Plan are:

- Completion of the community child care space inventory.
- Gather information on programs and services that currently exist in the City of Langley to meet the child care needs of underserved population.
- Identify and interpreted trends related to the number, location, and care types of licensed child care facilities and spaces in Langley City.
- Review the following City of Langley plans: Official Community Plan, Social Plan, By-laws and Vision Strategy "Langley City: Nexus of Community" and identify solutions to make it easier to open and create child care spaces.

Recommend the following short and medium-term goals:

- Identify new child care space for underserved population
- Identify organizations responsible for creating new child care space
- Identify public assets that can expand to publicly owned child care
- Identify community partners that will work to meet these specific short and medium term goals.

8. Organizational Capacity. How is your organization equipped to achieve the intended outcomes, deliverables and impacts on local government identified above? Describe the relevant resources at your disposal (staff, financial, informational, experiential, etc.).

The City of Langley has one full-time staff committed to help facilitate the creation of the Langley City's Child Care Development Action Plan.

This staff person will be the main liaison between the consultants and Langley City's Child Care Advisory group. Designated staff have been directed by the City of Langley to make sure that all the outcomes, deliverables and impacts on Langley City are met.

The City of Langley is also committed to giving in-kind donations for room rentals to hold meetings, community engagement processes, workshops, marketing and promotion.

9. Partnerships & Community Support. List all confirmed partners (e.g. child care providers, school districts, community groups, First Nations, Métis Nation BC, organizations working with underserved communities etc.) in addition to those identified in Question 1 that will directly participate in the proposed planning activities and the specific role they will play. Attach letters of support if available.

SSome of the organizations below are represented on the Langley City Child Care Advisory and

are denoted by *:

- Langley Children Committee will provide an advisory role in the proposed planning activities. Members will be kept up to-date on activities and will have an opportunity to engage where their individual organizational mandates allow. The City will seek assistance from this group with marketing and communication for specific events and engagement activities.*
- Township of Langley - Langley City is geographically surrounded by the Township of Langley and many of our families have intersecting engagement with both. In some instances, there may be opportunities to work together on pieces of child care planning. While both communities are distinct with unique needs, families see “Langley” as inclusive. A strong relationship between the City and the Township will be important as both go through the planning process.
- Encompass Support Services Society - As a non-profit service provider serving Langley City families and vulnerable population groups, Encompass will share knowledge of how best to serve families they support. By helping to guide the direction of planning in the City, Encompass can help ensure there is an intentional and focused effort to meet the community need.*
- Langley Early Years Centre - Through its partnership with Langley City, currently offers high-quality, free drop-in child and family programs. With an understanding of services and resources that are missing from the community for children from birth to six years of age and their families, they are well positioned to assist as a direct support for child care planning in Langley.*
- Fraser Health Child Care Licensing - Will provide consultative support as it relates to licensing and regulations for child care plans in the City. In addition, Fraser Health Community Health Specialists can provide population data support to ensure we are meeting the social determinants of health through quality child care opportunities for families.*
- Inclusion Langley Society - Through the Infant Development Program -Supported and Supported Aboriginal Child Development divisions, will play a supportive role by providing vision, leadership, and support to community child care initiatives. Inclusion Langley has expertise in understanding the role child care plays with regards to children with special and diverse needs who require extra support. Members of this organization will be able to support Langley City’s long term vision for an inclusive community for all families.*
- Langley School District 35 - Will be a collaborative partner with the City in efforts to use space at schools operating below full capacity for child care services, including out of school care. The district would share data on population projections for school age children which could be mapped with socioeconomic data. The School District staff (including Strong Start facilitatoris) and local Parent Advisory Committees would also be encouraged to share with the City any informal child care needs assessments they administer.
- Greater Langley Chamber of Commerce - Would play an advisory role in assisting with potential public-private partnerships relating to child care facilities and planning.
- Langley District Parent Advisory Council - Is the official “voice” of the parents in Langley. They would play a critical role in helping to reach, with a consultative focus, families with school age children and promote opportunities that will be available for families to have a say in the planning process.
- Langley Community Services Society / Child Care Resource & Referral - With a unique understanding of the child care landscape in Langley, Langley Community Services Society, through its Child Care Resource & Referral arm, will offer support to explore and evaluate innovative and creative child-centred approaches to child care as part of the short, medium and long term planning goals. As a direct contact with existing child care providers, the Child Care Resource & Referral will be a key partner in connecting with providers. As well, LCSS can assist with reaching out to refugee and recent immigrant families as part of the engagement process*
- Lower Fraser Valley Aboriginal Society - With a unique understanding of Langley’s Indigenous population and needs, Lower Fraser Valley Aboriginal Society will be a partner in

looking at child care service deliverables which will best serve this group.*

- Boys & Girls Club of Langley - Has a distinctive understanding of inner city needs, as it is located in one of the more disadvantaged areas of the city. This organization has a strong comprehension of the community need and will provide an advisory role.

10. Community Engagement. Recipients of a Community Child Care Planning Grant must engage with child care stakeholders in their community, particularly parents and child care providers (including Indigenous providers). Recipients are also encouraged to engage with their local school district(s), other local governments, local First Nations, Métis Nation BC, and local Indigenous organizations. Please see Appendix 1 of the Program and Application Guide for more information.

A. Which community stakeholders do you plan to engage in the proposed planning activities, and how?

Langley City will aim, through all engagement and proposed planning activities, to meet stakeholders (especially parents) where they are at. That includes a focus on engagement through outreach via parent/child programs, family health programs and initiatives. It also includes surveying stakeholders in a way that is meaningful to them (online, in person, on paper).

Langley City will work closely with the Langley Children Committee, a local planning table comprised of non-profit and public agency representatives who work collaboratively to build community capacity and maximize opportunities to support the wellbeing of children and their families.

The committee will be a key partner in the planning process. Langley City in partnership with the Langley Children Committee will strike a Child Care Action Team to meet monthly and work on elements for the completion of the planning grant. Specifically the following agencies:

1. District Parent Advisory Council – DPAC is the “voice of the parents” and have both access to parents with school age children and insight into community needs.
2. Parents – through surveys and focus groups, including engaging and presenting to PACs and school principals.
3. The Langley School District – Strong Start facilitators and managers have in depth knowledge about community needs and will be a good group to engage with. In addition, the Board of Education can provide a role at the table.
4. Child Care Providers, including new and recent applicants – Have unique operational insight that will be useful, from a planning perspective. Including a survey and focus group or one on one conversations.
5. Child Care Resource and Referral – A local organization with an in depth understanding of local needs and challenges, in particular the challenge around neighbourhoods with few child care options.
6. Parks and Recreation – Langley City Recreation, Culture and Community Services department has access to hundreds of families in the community for engagement in the planning.
7. Local Non Profits – From supporting vulnerable population groups to inclusive child care environments to cultural references and understanding within the child care field. These community agencies will be a strong support and advocate for ensuring the child care solutions proposed are reflective of community needs.
8. Fraser Health – Including both public health and child care licensing in the conversations, specifically as it relates to challenges around open area play space in urban

areas and flexible child care arrangements for non-traditional hours.

9. Aboriginal and Indigenous Community - Langley City has built relationships with our Indigenous partners, including the Lower Fraser Valley Aboriginal Society, Xyolhemeylh and Kwantlen First Nations. They will be engaged and consulted to determine the best way to reach stakeholders within their respective communities.

10. Township of Langley - Should both applicants be successful, the Township of Langley and Langley City may work collaboratively on a child care survey.

- B. How will this engagement gather information regarding the needs of underserved populations in child care— including children who have extra support needs, Indigenous (First Nations, Métis, or Inuit) children and families, low-income families, young parents under the age of 25, children and families from minority cultures and language groups, immigrant and refugee children and families, and francophone families?

Langley City will make special and concerted efforts to ensure community engagement and outreach with members of the community who are underserved and often dealing with multiple needs related to marginalization, discrimination and poverty. The process will start with working collaboratively with relevant partners who share common goals and interests. It will involve building authentic partnerships, including mutual respect and active, inclusive participation in planning activities.

The emphasis will be on community engagement that promotes a focus on common ground and recognizes that the Langley community (including local partners) have important knowledge and valuable experience to add to public stakeholder discussions.

The City will first, engage service providers and community activists who have established trust and credibility in Langley. For our Aboriginal community members in particular, contact with appropriate leaders within Kwantlen First Nations and Xyolhemeylh is a critical first step. For our immigrant and refugee and more isolated families, Langley Community Services Society is a trusted contact for those families. In order to meet the needs of families with children who need extra supports, both Inclusion Langley Society and the Special Needs Advisory Council (SNAC) will be brought into the fold.

From a needs assessment perspective, the City recognizes that people who live in Langley have the right to participate in the process of defining child care challenges as well as in designing and implementing solutions. As much as possible, efforts will be made to encourage cooperation including: focus groups and community consultations in areas that allow for transit and in areas that are familiar and accessible to the community. Protecting the interests, rights and well-being of underserved community members will be a priority.

- 11. Evaluation.** How will you evaluate the success of the project? Will performance measures and/or benchmarks be used to measure outcomes, and if so, what are they? How will this information be used?

Evaluating the success of this project will be determined by successfully completing the following specific deliverables:

- Completion of the Community Child Care Space Inventory by December 31, 2019
- Completion of the needs assessment by December 31, 2019, particularly the following:
 - o Information on programs and services that currently exist in the City of Langley to meet the child care needs of underserved population.
 - o Interpretation of the trends related to the number, location, and care types of licensed child care facilities and spaces in Langley City.

Recommendations to amend and add "child care" to the following plans after the review by the end of 2020:

- Official Community Plan
- Social Plan
- Vision Strategy "Langley City: Nexus of Community"

To have at least 75% of the Langley City's licensed child care providers attend or participate in our community engagement process such as 1:1 conversations regarding success and barriers in creating new child care spaces by March 31, 2020.

For Langley City Council to recommend the creation of a Langley City's Child Care Policy by the end of 2020.

12. Additional Information. Please share any other information you think may help support your submission.

SECTION 4: Required Attachments

Please submit the following with your application:

- ☐ Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management
- ☐ Detailed budget
- ☐ **For collaborative projects only:** Council or Board that clearly states the partnering organization's support for the proposed project and clearly outlines the role they will play

Submit the completed Application Form and all required attachments as an e-mail attachment to lqps@ubcm.ca and note "2019 Child Care Planning" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 5: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place).

Name: Karlo Tamondong

Title: Recreation Supervisor

Signature:

Date:

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Langley City Child Care Development Action Plan- Detailed Budget

UBCM Community Child Care Planning Grant \$25,000.00
Account TBD

UBCM Community Child Care Planning Grant	Description	Unit Cost	Quantity	Sub-Total
	Child Care Planning Grant	\$ 25,000.00	1	\$ 25,000.00
				Sub-Total \$ 25,000.00
Sales and Contract	Description	Unit Cost	Quantity	Sub-Total
Child Care Consultant	Hiring a Child Care Consultant	\$ 20,000.00	1	\$ 20,000.00
Printing Cost	Cost of printed materials/reports/ questionnaire	\$ 1,000.00	1	\$ 1,000.00
Advertisement Cost	Cost of advertising the focus group & town hall meetings	\$ 1,500.00	1	\$ 1,500.00
Refresment Cost	Cost of refresments for consulation with the public	\$ 250.00	1	\$ 250.00
Reseach Cost	Cost of conducting research and needs assesment	\$ 1,500.00	1	\$ 1,500.00
Office Materials & Stationary	Cost of office materials and stationary to conduct interviews and town hall meetings	\$ 500.00	1	\$ 500.00
Cost of Consultation Job Posting	Cost of job posting for a consultant	\$ 250.00	1	\$ 250.00
Room Rentals - Community Engagement	In-Kind, City of Langley	\$ -	1	\$ -
Staff Coordination - Community Engagement	In-Kind, City of Langley	\$ -	1	\$ -
Staff Support	In-Kind, City of Langley	\$ -	1	\$ -
				Sub-Total \$ 25,000.00
				Budget \$ 25,000.00
				Total Cost \$ 25,000.00
				Additional Funds \$ -



CITY OF LANGLEY

"The Place to Be!"

DELEGATES AND REPRESENTATIVES APPOINTMENTS 2019

Advisory Planning Commission

1. Councillor Storteboom (Chair)
2. Councillor Pachal (Vice Chair)
3. Gerald Minchuk (Staff)

Committee of the Whole – All Council

Community Day Committee

1. Councillor Wallace (Chair)
2. Councillor James (Vice Chair)
3. Geoff Mallory (Staff)
4. Kim Hilton (Staff)
5. Kyle Simpson (Staff)
6. Tera Edell (Staff)
7. Samantha Paulson (Staff)

Community Grant Committee – All Council

CPR Railway, Township and City Advisory Panel

1. Councillor Albrecht (Co-Chair)
2. Councillor Storteboom (Alternate)
3. Francis Cheung (Staff)

Crime Prevention Task Group

1. Councillor Pachal (Chair)

Discover Langley City

1. Councillor Albrecht
2. Councillor Storteboom (Alternate)

Downtown Langley Business Association

1. Councillor Storteboom
2. Councillor Albrecht (Alternate)

Economic Development Committee

1. Councillor Albrecht
2. Councillor James

Emergency Planning Committee

1. Councillor James (Chair)
2. Rory Thompson (Staff)
3. Francis Cheung (Staff)

Finance Committee – All Council

Fraser Health Municipal Advisory Council

1. Mayor van den Broek
2. Councillor Martin (Alternate)

Fraser Valley Regional Library

1. Councillor Martin
2. Councillor James (Alternate)

Gateway of Hope Community Council

1. Councillor Martin
2. Councillor Storteboom (Alternate)

Healthier Community Partnerships

1. Mayor van den Broek (Co-Chair)
2. Councillor Wallace (Alternate)

Homelessness Action Table

1. Councillor Martin
2. Francis Cheung (staff)

Joint School Board #35 / Municipal Liaison Committee

1. Councillor Wallace
2. Councillor James
3. Kim Hilton or designate (Staff)
4. Rick Bomhof or designate (Staff)

Langley Christmas Bureau

1. Mayor van den Broek (Chair)
2. Councillor James (Alternate)

Langley Human Dignity Coalition

1. Councillor Wallace

Langley Refugee and Immigrant Advisory Committee

1. Councillor Storteboom

Langley Senior Resources Centre Society

1. Mayor van den Broek
2. Councillor James (Alternate)
3. Kim Hilton (Staff)
4. Darrin Leite (Staff)

Langley Walk Committee

1. Councillor Albrecht
2. Councillor Wallace (alternate)

Local Government Awareness Day

1. Councillor Storteboom (Chair)
2. Councillor Martin

Lower Mainland District RCMP Mayors Forum

1. Mayor van den Broek

Langley Secondary School Round Table

1. Councillor Wallace

Magic of Christmas Parade Committee

1. Councillor Albrecht (Chair)
2. Councillor Wallace (Vice Chair)
3. Tera Edell (Staff)

Metro Vancouver Board of Directors

1. Mayor van den Broek
2. Councillor Martin (alternate)

Performing Arts Task Group

1. Councillor James (Co-Chair)
2. Councillor Wallace (Co-Chair)

Youth Commission

1. Councillor Wallace
2. Councillor Pachal (Alternate)