

Attachment #3

BYLAW UPDATE METHODOLOGY

The current bylaw covers two distinct subjects in one document:

- 1- Regulations and requirements related to the subdivision/development of lands, including onsite works and services; and
- 2- Engineering design standards that lay out the criteria and standards for the design and construction of offsite municipal infrastructures in the City of Langley for both land development related projects and the City owned capital and/or operating works.

The bylaw was last amended in 2008. With emerging trends and best practices in civil engineering the current bylaw required a thorough revision. Some of the additions include:

- Onsite waste management requirements;
- Standards for lot grading;
- Current standards and best engineering practices in the areas of storm/rainwater management, water distribution, sanitary sewer system, roadway design, landscaping, trail design, streetlight, traffic signal design, water meter specifications, etc.;
- Added road cross-sections to incorporate a greater diversity in road widths to accommodate other modes of transportation (e.g., Multi-use Path (MUP), separate and/or buffered bicycle lanes, roundabouts, etc.), and provide more choices to meet streetscape objectives and improve aesthetics; and
- Climate change effect on storm sewer collection system performance and design.

As a result of working with the development community and consulting engineering firms, staff have identified the need for a thorough review and revision to the bylaw that would improve its readability, include the most updated standards, and add clarity in areas that the bylaw is currently silent or not specific. These additions/revisions are expected to better clarify the requirements for the standard of works and services, which would reduce staff, developer, and consulting engineer's time when reviewing and interpreting the engineering design and land development/subdivision requirements.

The improved clarity is also expected to shorten the engineering design review time at the City, and ensures infrastructures are built to the latest and commonly accepted industry standards.

Proposed Bylaw

The proposed Bylaw shall apply to all subdivisions and developments on parcels, unless specifically excluded by the proposed Bylaw or other applicable legislations. The requirements in the proposed Bylaw are to be read in conjunction with the City's Design

Criteria Manual, as amended from time to time.

Design Criteria Manual

The last major updates to the City's design and construction standard sections of the current bylaw were in 2008. Since the last edition, the City has experienced significant growth, increasing demands for alternative modes of transportation, more severe rainfall events leading to increased storm water runoff and increased interest in water conservation. To address these changes, coupled with changes in technology, products, materials, and construction practices, Engineering staff have developed the City's Design Criteria Manual.

The Design Criteria Manual has updated design standards and included topics that either were not addressed in the current bylaw, or their requirements were not elaborated. These updates include, but are not limited to:

1. Re-formatting of document layout and presentation for easier use;
2. Incorporation of improved road, water, storm, and sanitary sewer design criteria to ensure public safety and property protection, allow for environmental standards, minimize the City's exposure to liability and streamline the approval process; and
3. Identification and correction of ambiguities relative to rainwater management in areas without a City-owned drainage conveyance system.

The Design Criteria Manual sets the most up to date and proven engineering and construction standards for civil works. The Design Criteria Manual also incorporates City's Water Meter, Traffic Signal and Streetlight specifications, as well as Pavement Cut Policy to bring all these separate construction related standards under one comprehensive document and provide a "one stop shop" for developers and consulting engineers.

Subdivision and Development Servicing Bylaw Update Objectives

The main objectives to update the Proposed Bylaw and Design Criteria Manual included:

- 1- Ensuring that the pertinent information contained within the City's current bylaw is carried over into the Proposed Bylaw and Design Criteria Manual;
- 2- Providing updates to address items such as climate change, bike lanes, traffic impact assessment scope of work, property corner cut, hydraulic modeling, streetlights, traffic signals, etc.);
- 3- Blending the City's past system operation and maintenance experiences with the most recent engineering design methods and standards;
- 4- Allowing the City Engineer (i.e., Director of Engineering, Parks & Environment, or designate) some degree of flexibility to provide more options for developers to reduce the number of design revisions and expedite capital projects and/or development construction processes;
- 5- Updating the standards, based on the recommendations provided in the City's recent studies and plans (e.g., Nicomekl Stormwater Management Plan, Master Transportation Plan, Water and Sanitary Masterplans, etc.);

- 6- Applying best management practices and recent standards;
- 7- Integrating the City's stand-alone specifications and Pavement Cut Policy into the Design Criteria Manual to consolidate information and eliminate redundancy (e.g., Pavement Cut policy, Water Meter Specifications, Street Light Specifications, Traffic Signal Specifications, etc.);
- 8- Following MMCD and minimizing the City's supplementary specifications to it to increase assurances, consistency, clarity, and reduce risk for developers, contractors, consulting engineers, and the City of Langley;
- 9- Compatibility with the most recent engineering design criteria and including new technologies that are used in many other communities;
- 10- Ensuring that City's infrastructure will minimize future operation and maintenance costs; and
- 11- Making the proposed Bylaw and Design Criteria Manual documents user-friendly.

The Subdivision and Development Servicing Bylaw Update Work Plan

The following lists the planned procedure to prepare the proposed Bylaw and the Design Criteria Manual:

1. Collection of Information:
 - review the current Subdivision and Development Servicing Bylaw 2008, No. 2744 to identify what works and what is lacking;
 - input from key stakeholders (staff, consultants, developers, and contractors);
 - what works about the way we do business and what needs to be changed;
 - identify policies and specifications that can be amalgamated into the Design Criteria Manual;
 - review development bylaws and design standards from other municipalities as a basis for content and formatting; and
 - develop project objectives based on the information collected.
2. Compilation of Information:
 - identify sections that will be required for the proposed Bylaw and Design Criteria Manual, and include the collected information to the appropriate sections;
 - work with key internal stakeholders (Engineering, Parks & Environment, Development Services, and Fire Department), by setting weekly meetings to discuss and finalize specific standards/requirements within each section; and
 - compile information for the project team's review, with specific attention to whether the proposed Bylaw and Design Criteria Manual address the objectives set to update these documents.
3. Bylaw Review:

- prepare a report to Council highlighting what is being changed and request Council to grant the first and second Readings of the proposed Bylaw;
- upon the Council's first two Readings, post the proposed Bylaw and Design Criteria Manual on the City's website for two months for development community and consulting engineering firms' review and comments;
- have the proposed Bylaw and the Design Criteria Manual reviewed by the City's legal counsel to ensure that the draft documents are compliant with the Local Government Act and other relevant statutes prior to coming back to Council for final approval and implementation; and
- where appropriate, use the received comments to update the proposed Bylaw and Design Criteria Manual accordingly and present the amended proposed Bylaw to Council for consideration of third readings.

The Subdivision and Development Servicing Bylaw Update Consultation

The proposed Bylaw and Design Criteria Manual were drafted internally by the City of Langley staff at the Engineering, Parks & Environment Department, with support from the Development Services Department, and Fire Department. The Design Criteria Manual is a supplement to the MMCD, which is a document that provides the fundamental construction standards in BC and strives for consistency across Metro Vancouver and municipalities in British Columbia.

The proposed Bylaw and Design Criteria Manual will enhance lifestyle opportunities by achieving healthy and viable communities/neighbourhoods and providing functional and efficient infrastructures that support them.

As a part of the bylaw update process, these two documents will be posted on the City website and will be advertised in the local newspaper and social media for public consultations. Invitation emails/letters will be sent to a number of consulting engineering companies and developers with a link to the City's website for reviewing and commenting on the draft Subdivision and Development Servicing Bylaw and Design Criteria Manual documents. Reviewers will be given two months to review and forward their comments in the editable/electronic format to the City.

The comments solicited from this particular stakeholder group will to be reviewed and considered towards the final version of the proposed Bylaw and Design Criteria Manual.