



## SPECIAL COUNCIL MEETING AGENDA

Monday, March 23, 2026

3:00 pm

Council Chambers, Langley City Hall

20399 Douglas Crescent

*Public meetings held in Council Chambers are livestreamed and recorded. The video recordings are available on the City's website for public viewing.*

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### 1. LAND ACKNOWLEDGEMENT

The land on which we gather is on the traditional unceded territory of the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

### 2. ADOPTION OF AGENDA

#### RECOMMENDATION:

THAT the March 23, 2026 special meeting agenda be adopted as circulated.

### 3. COMMITTEE OF THE WHOLE

*A Committee of the Whole meeting provides Council a greater opportunity to speak to and debate specific agenda items.*

#### RECOMMENDATION:

THAT Council commence Committee of the Whole.

#### 3.a **Project Black Feather - 30 minutes - 3:00pm**

Presentation from:

Dr. Patrick Thomas, Principal of Project Black Feather, Project Resiliency and District Early Intervention Team (DEIT), School District No. 35

Michael Morgan, Director, Student Support Services

#### RECOMMENDATION:

THAT Council receive the presentation titled "Project Black Feather" from School District No 35 staff, for information.

#### 3.b **Introduction of Proposed Community Standards Bylaw Updates - 45 minutes - 3:30pm**

Carl Johannsen, Director of Development Services

**RECOMMENDATION:**

THAT Council receive the March 23, 2026 presentation titled “Community Standards Bylaw Proposed Updates” from the Director of Development Services, for information.

**3.c Introduction of the Proposed Affordable Housing Reserve Fund Bylaw & Policy - 45 minutes - 4:15pm**

Carl Johannsen, Director of Development Services

**RECOMMENDATION:**

THAT Council receive the March 23, 2026 presentation titled “Affordable Housing Reserve Fund, Proposed Bylaw and Policy” from the Director of Development Services, for information.

**4. COMMITTEE OF THE WHOLE - RISE AND REPORT**

**RECOMMENDATION:**

THAT Committee of the Whole rise and report.

**5. BUSINESS ARISING FROM COMMITTEE OF THE WHOLE**

*Ratification of recommendations as required.*

**RECOMMENDATION:**

THAT the following recommendation from the Committee of the Whole be ratified:

**6. MOTION TO HOLD A CLOSED MEETING**

**RECOMMENDATION:**

THAT the Council Meeting immediately following this meeting be closed to the public as the subject matter being considered relates to items which comply with the following closed meeting criteria specified in Section 90 of the Community Charter:

1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**7. ADJOURNMENT**

**RECOMMENDATION:**

THAT the meeting adjourn.



## CITY OF LANGLEY

### MOTION

#### **Introduction of Proposed Community Standards Bylaw Updates**

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THAT Council receive the March 23, 2026 presentation titled "Community Standards Bylaw Proposed Updates" from the Director of Development Services, for information.

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# *Community Standards Bylaw*

## Proposed Updates

# Overview

- 1. Purpose of Community Standards Bylaw (regarding vacant premises)**
- 2. Why Update? ‘Strengthen the bylaw’ in securing vacant premises**
- 3. Key Bylaw Updates**
- 4. New Bylaw Schedules**
- 5. Next Steps**

# Purpose of Community Standards Bylaw

*Regarding vacant premises, which include lots & buildings in which lawful occupancy has ceased:*

The Community Standards Bylaw seeks to limit/inhibit/prevent:

- trespassing, unauthorized occupancy
- vandalism, property damage
- nuisances, unsightliness
- fires
- illegal dumping
- impacts on adjacent properties

# Why Update the Community Standards Bylaw?

The current Bylaw requires 'one or more' of these measures to secure vacant buildings/lots:

- securing window, door & other openings ('boarding up')
- fencing
- security alarm system
- security guard(s)
- exterior lighting
- other measures & devices as required by 'Inspector'
  - *Inspector: Bylaw Enforcement Officer, Chief Building Inspector, Fire Chief, others designated by Council*

# Why Update the Community Standards Bylaw?

To better address trespassing, damage & fire concerns, the Bylaw needs to be strengthened to require that vacant premises, with vacant buildings, be:

## 1.) boarded up and 2.) fenced

The Inspector may also require:

- security alarm & monitoring system
- security guard(s)
- exterior lighting
- other measures & devices as required by the Inspector

# Key Bylaw Updates

- **New 'Vacant Premises' & updated 'Inspector' definitions (Section 30)**
- **Updated Section 7: require vacant premises, with vacant buildings, to be 1.) secured & 2.) fenced, among other possible securing methods as directed by the Inspector.**
  - Temporary construction fencing OK for redevelopment properties, for 3 years (chain link is default requirement)
- **New Section 8: require vacant premises, without vacant buildings & to be redeveloped, to be fenced, among other possible securing methods as directed by the Inspector.**
  - Vacant premises without vacant buildings, & not subject to redevelopment, may need to be fenced, as required
- **Schedules A & B: vacant premises securing & fencing requirements (next slide)**
- **Other updates:**
  - 27: City may seek a remedial action to remedy a hazardous condition or declared nuisance under the authority of the *Community Charter*.
  - 13: The Inspector may require unoccupied buildings (to be re-occupied) to be fenced & secured if necessary

# Schedule A: Securing Requirements

## SCHEDULE A: VACANT PREMISES SECURING REQUIREMENTS

### Securing Measures:

- All openings in the basement, first floor doors and windows, and any point of entry accessible from a porch, fire escape or other potential climbing point shall be barricaded with plywood, 2 x 4 braces, carriage bolt sets, and nails. Particle board, wafer board, Masonite, or other similar material shall not be used for purposes of boarding up a building.
- Openings that are 10' from ground level which are not accessible from a porch, fire escape, roof or other climbing point do not need to be secured unless any of the following conditions exists:
  - openings are unlockable, or
  - openings are visibly broken or damaged. Where (a) or (b) are met, the openings may be secured from within the structure with a single piece of plywood.
- Where the structural or environmental conditions exists and it is not safe to secure the opening from the inside, the opening shall be secured from the exterior with the plywood fitted flush and tight to the perimeter, rests snugly against the exterior frame butting up to the siding on wood frame building, or in the case of brick buildings, up to the brick molding edge.
- All secured exterior openings (windows and doors) will be painted flat black in colour, as required by the Inspector.
- The structure shall be posted with a NO TRESPASSING sign at the completion of the board-up.
- Contact the Langley City Fire Rescue Service for an inspection of installed security measures. Inspections can be requested at 604-514-2880 or via email at [fireinfo@langleycity.ca](mailto:fireinfo@langleycity.ca), and photographic proof of completion must be provided.

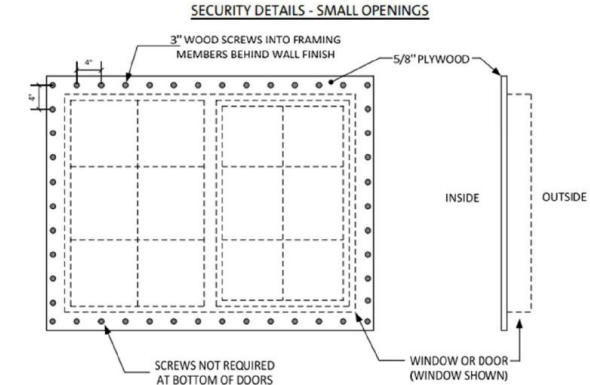
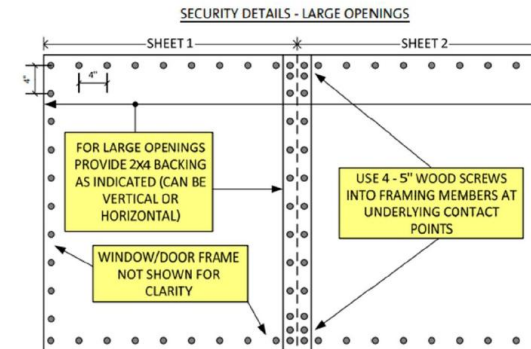
### Required Materials:

- 5/8" plywood.
- Braces – 2 x 4 lumber.
- 3" wood screws for securing plywood to building frame.
- 5" wood screws for securing 2 x 4 bracing to building frame.

### Barrier Assembly:

- Applying barriers is accomplished with carpenters and appropriate tools and supplies.
- Plywood shall be cut to fit over the window and door openings, so that the outside edges extend past the underlying building framing members.
- Plywood shall be installed on the interior side of the opening.
- 2 x 4 braces, when required, shall be cut to fit the horizontal or vertical dimension of the plywood.
- All plywood edges shall be secured into building framing members with 3" wood screws at 4" on centre.
- 2 x 4 bracing ends shall be secured into building framing members with 4 - 5" wood screws. For buildings that require access by authorized personnel, a single door that is visible from the street may be secured using a solid core wood or steel door. There shall be no windows or other openings in this door. The door shall be securely locked using a padlock and hasp assembly that is bolted through the door. The lock loop portion of the hasp is attached to the door frame using a minimum of 3-inch-long wood screws.

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# Schedule B: Fencing Requirements

## SCHEDULE B: VACANT PREMISES FENCING REQUIREMENTS

### Security Fencing Requirements:

For premises that are using temporary or chain-link fencing as permitted by this bylaw, the following requirements must be met at installation and maintained throughout the entire time period that the fencing is used to secure the premises from unauthorized entry.

- Fencing shall be a minimum of 6 feet or 1.8 m in height along the entire length of the fencing, and have at least one locked or bolted gate or access point into the premises for maintenance and inspection purposes.
- Fencing shall create a continuous, upright and level barrier that encircles and discourages unauthorized entry to the premises and all structures.
- Fencing shall be placed along applicable property lines wherever possible.
- Temporary fencing panels shall be connected together at a minimum of two points (including the top and midpoint of panels), and fence panels shall be bolted together with nuts mounted on the inside of the fence.
- Cross section fence panels shall be installed between temporary fencing panels or sections of temporary fence panels, located within the fence line and on the subject premises and as required to provide lateral stability, to ensure the fence stays upright and connected during inclement weather or disturbance.
- Chain link fencing shall be installed with concrete fence post foundations.
- A NO TRESPASSING sign(s) shall be posted on each fence segment that fronts a City street or other public right-of-way.
- Contact the Langley City Fire Rescue Service for an inspection of installed fencing. Inspections can be requested at 604-514-2880 or via email at [fireinfo@langleycity.ca](mailto:fireinfo@langleycity.ca), and photographic proof of completion must be provided.

### Required Fencing Materials:

- Chain link fencing minimum standard is galvanized steel mesh and posts, unless otherwise specified by the Inspector.
- Temporary fencing shall consist of 'see through' steel mesh fence panels. Examples include temporary fencing typically used for securing construction and event sites.



Temporary fence panels shall be connected at the top of fence panels and bolted together at the midpoint, between the top and bottom, of the panels, and cross panels shall be used to provide lateral stability.

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# Next Steps

1. **March 23: Introduce proposed draft Community Standards Bylaw updates**
  - **for Council feedback prior to introducing Bylaw for readings**
2. **Further review & refinement, potential supporting docs for redevelopment properties**
3. **Review (& update as required) fines in Municipal Ticket Information System Bylaw**
4. **April: Updated Community Standards Bylaw for 3 readings, adoption (& fines as required)**

# *Community Standards Bylaw*

## Proposed Updates



## EXPLANATORY MEMO

### COMMUNITY STANDARDS BYLAW, 2018, No. 3075, AMENDMENT No. 2 BYLAW No. 3338

#### DRAFT

This memo summarizes proposed updates to the Community Standards Bylaw No. 3075, that are intended to strengthen the bylaw's application in securing vacant premises, which are generally described as a lot, building or other structure in which lawful occupancy has ceased and the condition of the premises is not suitable for human habitation.

These updates include requiring 1.) the securing ('boarding up') of windows, doors and other openings in vacant buildings to inhibit unauthorized entry into these buildings, and 2.) using security fencing to limit trespass onto vacant premises. Other measures, such as security alarm and monitoring systems, security guards, and exterior lighting may also be required by the 'Inspector' (City staff, including a Bylaw Enforcement Officer, Building Inspector and Fire Chief), based on site conditions and activity.

The current Community Standards Bylaw only requires 'one or more' of the above methods and staff recommend, through the proposed bylaw updates, that vacant premises with vacant buildings are required to be both 1.) secured (boarded up) and 2.) fenced. Supporting this recommendation, Schedules A and B are proposed be added to the Bylaw to provide specific and illustrated requirements for securing or boarding up buildings and fencing lots. The proposed Bylaw also includes other updates that provide City staff the ability to require the securing of unoccupied buildings (buildings that are intended to be re-occupied) and fencing of vacant lots if necessary.

The updated bylaw also includes an informational clause identifying the possibility of the City seeking a remedial action, such as demolishing a building, if it is deemed to be a hazard and/or nuisance. The *Community Charter* (sections 72-80) provides this authority to municipalities, and could be considered by Council if necessary. Typically this course of action is considered if the application of a community standards bylaw is not able to remedy a hazard and/or nuisance to a municipality's satisfaction.

Specific bylaw updates include (underlined in attached draft bylaw):

1. Including a new 'Vacant Premises' definition under Section 30. This definition replaces the 'Unoccupied Buildings' heading in the current bylaw, and applies more broadly to vacant buildings and lots that are, or are not, the subject of redevelopment.
2. Updating the 'Inspector' definition under Section 30 to reflect the updated Fire Protection and Safety Bylaw.

3. Replacing Section 7 to require vacant premises, with vacant buildings and structures, to be secured and fenced, among other possible securing methods as directed by the Inspector. These include premises with or without development or demolition applications, and premises that are to be redeveloped can use temporary construction fencing for up to 3 years (instead of the default of chain link fencing).
4. Adding Section 8 that requires vacant premises that consist of lots without vacant buildings and subject to development or demolition permits, to be fenced. Section 8 also states that vacant premises without buildings and not subject to redevelopment may be required to be fenced, depending on site conditions and activity. Premises that are to be redeveloped can use temporary construction fencing for up to 3 years (instead of the default of chain link fencing).
5. Adding Schedule A to the Bylaw, titled 'Vacant Premises Securing Requirements', which identifies specific securing measures and materials, and illustrates how to board up openings (windows, doorways, etc.) in vacant buildings and structures, in manner that makes the boards/covers very difficult and time consuming to remove.
6. Adding Schedule B to the Bylaw, titled 'Vacant Premises Fencing Requirements', which identifies specific fencing type and installation requirements.
7. Adding Section 27 that the City may seek a remedial action to remedy a hazardous condition or declared nuisance under the authority of the *Community Charter*.
8. Adding Section 13 that states that unoccupied buildings, which are intended to be reoccupied following a change in use, owner, tenant and/or repair/renovation, may be required to be fenced and/or secured by the Inspector.



**DRAFT**  
**COMMUNITY STANDARDS BYLAW, 2018, No. 3075,**  
**AMENDMENT No. 2, 2026, BYLAW No. 3338**

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**\*\*\* updated bylaw sections, clauses and definitions are underlined; references to numbered bylaw clauses have also been renumbered as necessary and consistent with the current bylaw \*\*\***

A Bylaw to regulate, prohibit and impose requirements in relation to the use of public places, premises and the protection and enhancement of the well-being of the community.

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

**Title & Schedules (#1, #2 below are updated)**

1. This bylaw may be cited as “Bylaw 3338 - Community Standards Bylaw, 2018, No. 3075, Amendment No. 2, 2026, No. 3338”
2. The following schedules are attached to and form part of this Bylaw:
  - (a) Schedule “A”: Vacant Premises Securing Requirements;
  - (b) Schedule “B”: Vacant Premises Fencing Requirements.

**Public Places**

3. No person shall do any of the following on any highway or in any other public place:
  - (a) deposit any rubbish, debris or other discarded or recyclable materials except in a container provided and placed by the City for that purpose;
  - (b) foul or pollute any water body;
  - (c) place graffiti on or otherwise damage or deface any wall, building, fence, sign, bench, sculpture, water fountain or other structure or any sidewalk or pavement; or
  - (d) post or affix to any building or other structure, fence or utility pole any bill, poster, placard, notice or advertisement without the written permission of the City.

**Nuisances on Private Property**

4. No person shall, being the owner or occupier of premises in the City, do any of the following:
  - (a) allow the premises to become or remain unsightly, and for this purpose any of the following is deemed to render premises unsightly:
    - i. the storage, location or accumulation of rubbish, debris or any other discarded materials so as to be visible to a person standing on an adjacent highway or parcel;
    - ii. the exterior storage or parking of dilapidated motor vehicles, recreational vehicles, vessels of any kind or other equipment or machinery, or parts;
    - iii. not more than one unlicensed or uninsured motor vehicle may be stored or parked on any parcel of land;

- iv. landscaping or other vegetation that is dead, diseased, damaged, or unsightly as a result of lack of maintenance or uncontrolled growth;
  - v. an area of grass or other vegetation that exceeds 30 cm in height and is unkempt or unmaintained;
  - vi. fencing that has not been maintained and that is characterized by rot, corrosion, breakage, collapse, impact damage, peeling of paint or other evidence of physical deterioration;
  - vii. graffiti on an building or other structure including a fence, that is visible to a person standing on an adjacent highway or parcel;
  - viii. demolition waste, construction waste or trade waste accumulated on a construction site;
  - ix. rubbish or recyclable material overflowing from or accumulated in the vicinity of any container or receptacle of any type situated on the premises; or
  - x. any other condition of disrepair, dilapidation or deterioration of the premises or any building or structure on the premises;
- (b) allow the accumulation of water on the premises;
  - (c) permit or allow an infestation of the premises by noxious or destructive rodents or insects;
  - (d) permit or allow the growth of noxious weeds or the accumulation of prunings, cuttings or other flammable material constituting a fire hazard; or
  - (e) cause, suffer or permit any nuisance on the premises.
5. An Inspector may, in writing, order an owner or occupier of premises to comply with this bylaw by taking such measures as are reasonably determined by the Inspector to be required to abate the condition that contravenes the bylaw, within the time specified in the order, and upon receiving such order the owner must comply with the order.
6. An order made under Section 5 may be delivered to the owner or occupier by any method that the Inspector determines will give the owner actual notice of its contents, including mail, facsimile transmission, email, courier, and personal service, and in the case of an imminent hazard to persons or property, including the premises that are the subject of the order, may provide oral notice of the order by telephone or in person, as long as the order is subsequently confirmed in writing.

**Vacant Premises (title of section and #7 to #15 below are updated)**

7. Every owner of vacant premises in the City that consists of a lot with vacant buildings and/or structures shall, within 24 hours of the termination of the last lawful occupancy, make the premises secure against unauthorized entry or occupancy, intentional damage and any other condition constituting a fire hazard and/or nuisance by:
- (a) affixing solid barriers to doors, windows and other points of ingress using installation methods and materials that effectively preclude entry, according to Schedule A of this bylaw, and reinstate such barriers immediately upon becoming aware that they have been removed, damaged or compromised in any way; and
  - (b) installing security fencing that effectively precludes entry, according to Schedule B of this bylaw, and reinstate such fencing immediately upon becoming aware that the fencing has been removed, damaged or

compromised in any way. Security fencing shall consist of chain link fencing, or temporary security or construction fencing may be used for vacant premises that are the subject of a subdivision, rezoning, development permit, building permit or demolition permit application, for a maximum of three (3) years from the date of last lawful occupancy;

- (c) the Inspector may also require:
  - i. installing a security alarm and monitoring system complying with all applicable City bylaws;
  - ii. employing security guards on a regular and frequent basis;
  - iii. exterior lighting that does not shed direct light on any neighbouring premises; and
  - iv. other security measures or devices as required.

8. Every owner of vacant premises in the City that consists of a lot without vacant buildings and/or structures shall make the premises secure against unauthorized entry or occupancy, intentional damage and any other condition constituting a fire hazard and/or nuisance:

- (a) for lots that are the subject of a subdivision, rezoning, development permit, building permit or demolition permit application, installing security fencing that effectively precludes entry, according to Schedule B of this bylaw, and reinstate such fencing immediately upon becoming aware that the fencing has been removed, damaged or compromised in any way. Security fencing shall consist of chain link fencing, or temporary security or construction fencing may be used for a maximum of three (3) years from the date of application approval, adoption or issuance, as applicable.

- (b) the Inspector may also require:
  - i. for lots that are not the subject of a subdivision, rezoning, development permit, building permit or demolition permit application, installing chain link security fencing that effectively precludes entry, according to Schedule B of this bylaw, and reinstate such fencing immediately upon becoming aware that the fencing has been removed, damaged or compromised in any way;
  - ii. installing a security alarm and monitoring system complying with all applicable City bylaws;
  - iii. employing security guards on a regular and frequent basis;
  - iv. exterior lighting that does not shed direct light on any neighbouring premises; and
  - v. other security measures or devices as required.

9. Section 7a applies to every building or structure that is accessory to a vacant building, including any garage, garden shed or other structure that can reasonably be expected to present a fire hazard if occupied unlawfully.

10. Section 7a applies to every building or structure that has been damaged by fire or any other cause to the point that it cannot safely be occupied.

11. Every owner of vacant premises in the City that have been damaged by unauthorized entry or occupancy must promptly effect such repairs as are required to make the premises secure against further entry or occupancy and mitigate any fire hazard.

12. Sections 7a and 10 do not apply in respect of premises for which the City has issued a demolition permit, provided that the building is demolished within 24 hours of the issuance of the permit.

13. An Inspector may require an owner of an unoccupied building, which has no current lawful occupation, tenancy and use and is undergoing a change in ownership, tenancy, use and/or repair/renovation, is connected to site services and is intended to be reoccupied with a lawful tenancy, to install security fencing that effectively precludes entry, according to Schedule B of this bylaw, and reinstate such fencing immediately upon becoming aware that the fencing has been removed, damaged or compromised in any way. The Inspector may also require the affixing solid barriers to doors, windows and other points of ingress using installation methods and materials that effectively preclude entry, according to Schedule A of this bylaw, and reinstate such barriers immediately upon becoming aware that they have been removed, damaged or compromised in any way.
14. An Inspector may, in writing, order an owner of vacant premises or unoccupied building to comply with this bylaw by taking measures described in Section 7, 8, 11 or 13, or other measures reasonably determined by the Inspector to be required to make the premises/building secure against unauthorized entry or occupancy, within the time specified in the order, and upon receiving such order the owner must comply with the order.
15. An order made under Section 14 may be delivered to the owner by any method that the Inspector determines will give the owner actual notice of its contents, including mail, facsimile transmission, email, courier, and personal service, and in the case of an imminent hazard to persons or property, including the unoccupied premises, may provide oral notice of the order by telephone or in person, as long as the order is subsequently confirmed in writing.

### **Inspections and Inspection Fees**

16. An Inspector may enter on any land at reasonable times and in a reasonable manner to inspect the land to determine whether the condition of the land and any buildings and structures on the land complies with this bylaw.
17. No person shall obstruct or interfere with an Inspector in the performance of duties under this bylaw, or any employee of the City or contractor engaged by the City to perform work under this bylaw on default of the owner or occupier.
18. In making an order under Section 5 or 14, the Inspector must specify a time for compliance that is reasonable in view of the condition of the premises and the time that is required to carry out the work required by the order.
19. If an Inspector issues an order under Section 5 or 14, the owner or occupier must advise the Inspector when compliance with the order has been effected, and the Inspector may inspect the premises to confirm such compliance.
20. If the Inspector requires an inspection under Section 19, the owner must pay in advance the inspection fee set out in the Fees and Charges Bylaw, which fee is imposed in respect of both the inspection that preceded the making of the order and the inspection that confirms compliance with the order.

### **City Action on Default**

21. An order made under Section 5 or 14 must specify that if the person to whom the order is addressed fails to comply with the order within the time specified in the order, the City may without further notice enter on the land and perform the work required by the order, at the cost of the owner of the land.
22. Upon the failure of an owner or occupier to comply with an order made under Section 5 or 14 within the time specified in the order, the City may without further notice enter

- on the land and perform the work required by the order, at the cost of the owner of the land.
23. The City may not perform work under Section 22 in relation to an order that has been delivered to an occupier of premises unless a copy of the order was also delivered to the owner.
  24. The City may not perform work under Section 22 in relation to an order of which oral notice was given, until the owner has been provided written confirmation of the order.
  25. The City may, if an owner has not paid the City its cost in undertaking work under Section 22 by December 31 in the year in which the work was performed, recover the cost from the owner in the manner authorized by Section 258 of the *Community Charter*.
  26. If the Inspector is not, having made reasonable efforts, able to locate an owner for the purpose of providing notice of an order under Section 14 or Section 22, the City may perform work under Section 22 at the cost of the owner as if the owner had been notified and had not complied with the order, provided that the City may not incur costs under this Section in excess of \$5000.
  27. The City may seek a remedial action to remedy a hazardous condition and/or declared nuisance, under the authority of the *Community Charter*, as amended from time to time.

### Penalties and Enforcement

28. The maximum penalty for a contravention of this bylaw, upon conviction of an offence under the *Offence Act*, is \$10,000.00.
29. Each day on which a contravention of this bylaw continues constitutes a separate offence.

### Interpretation

30. In this bylaw,

**Discarded material** includes, for the purposes of Section 4(a)(i), material having little or no economic value that is accumulated or stored and includes without limitation used lumber or other building supplies, newspapers, household appliances, plumbing fixtures or furniture or the parts of any of them, and broken or unused equipment of any kind.

**Graffiti** does not include any mural or similar graphic design authorized by the City to be placed on City property.

**Inspector** means the Bylaw Enforcement Officer, Chief Building Inspector, and any other person designated by the Council to administer this bylaw, and includes, for the purposes of Section 14 of this bylaw, the Fire Chief as defined in Fire Protection and Safety Bylaw, 2026, No. 3300.

**Noxious weed** means a weed designated under Section 2 of the Weed Control Regulation B.C. Reg. 66/85 under the *Weed Control Act*.

**Owner** includes, in relation to any provision of this bylaw that requires notice to be given to an owner in respect of any parcel of land, a representative of the owner who has been authorized by the owner, in writing, to deal with the City with respect to matters involving

that parcel, or with respect to matters involving any of that owner's parcels of land within the City.

**Recreational vehicle** includes a travel trailer, tent trailer, fifth wheel trailer, camper whether mounted on a vehicle or not, park model recreational vehicle and motor home.

**Rubbish** includes without limitation household or garden waste of any kind whether mixed with soil or not; incinerator ash; used or broken glass; recyclable material of any kind that is not being stored at a recycling facility or depot; and barrels, boxes, crates, totes and other containers.

**Vacant premises** include a lot, building or other structure in which lawful occupancy has ceased and the condition of the premises is not suitable for human habitation or other occupancy that is normally permitted, and which may or may not have had site services intentionally disconnected and may or may not be the subject of a subdivision, rezoning, development permit, building permit or demolition permit application. Site services include but are not limited to water, sewer, storm sewer, gas, hydro/electrical, and telecommunications.

READ A FIRST, SECOND AND THIRD time this x day of x, 202x.

ADOPTED on the x day of x, 202x.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CORPORATE OFFICER**

## SCHEDULE A: VACANT PREMISES SECURING REQUIREMENTS

### Securing Measures:

- All openings in the basement, first floor doors and windows, and any point of entry accessible from a porch, fire escape or other potential climbing point shall be barricaded with plywood, 2 x 4 braces, carriage bolt sets, and nails. Particle board, wafer board, Masonite, or other similar material shall not be used for purposes of boarding up a building.
- Openings that are 10' from ground level which are not accessible from a porch, fire escape, roof or other climbing point do not need to be secured unless any of the following conditions exists:
  - (a) openings are unlockable, or (b) openings are visibly broken or damaged. Where (a) or (b) are met, the openings may be secured from within the structure with a single piece of plywood.
- Where the structural or environmental conditions exists and it is not safe to secure the opening from the inside, the opening shall be secured from the exterior with the plywood fitted flush and tight to the perimeter, rests snugly against the exterior frame butting up to the siding on wood frame building, or in the case of brick buildings, up to the brick molding edge.
- All secured exterior openings (windows and doors) will be painted flat black in colour, as required by the Inspector.
- The structure shall be posted with a NO TRESPASSING sign at the completion of the board-up.
- Contact the Langley City Fire Rescue Service for an inspection of installed security measures. Inspections can be requested at 604-514-2880 or via email at [fireinfo@langleycity.ca](mailto:fireinfo@langleycity.ca), and photographic proof of completion must be provided.

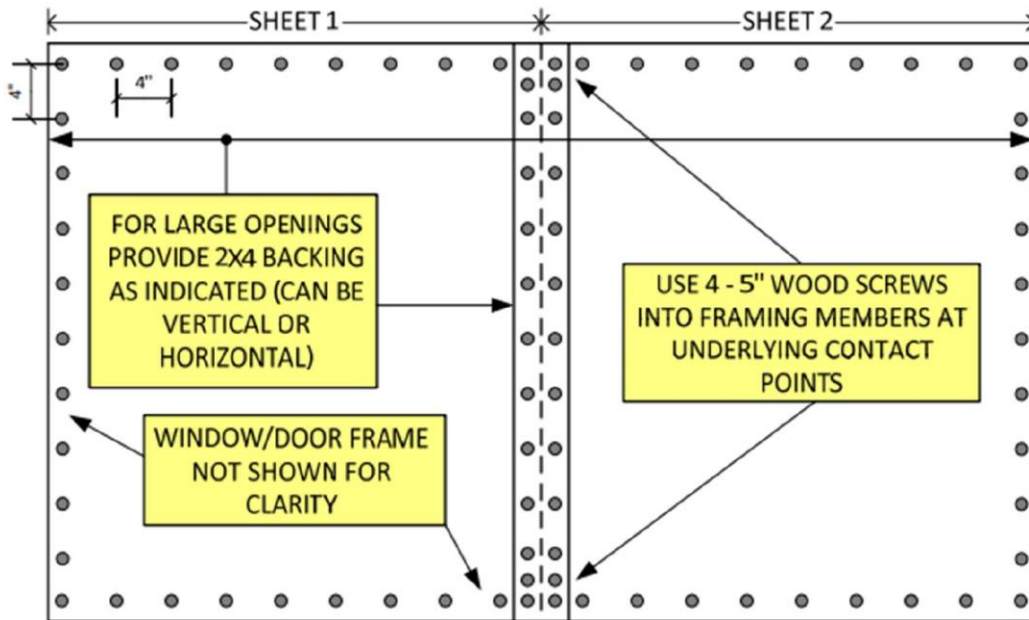
### Required Materials:

1. 5/8" plywood.
2. Braces – 2 x 4 lumber.
3. 3" wood screws for securing plywood to building frame.
4. 5" wood screws for securing 2 x 4 bracing to building frame.

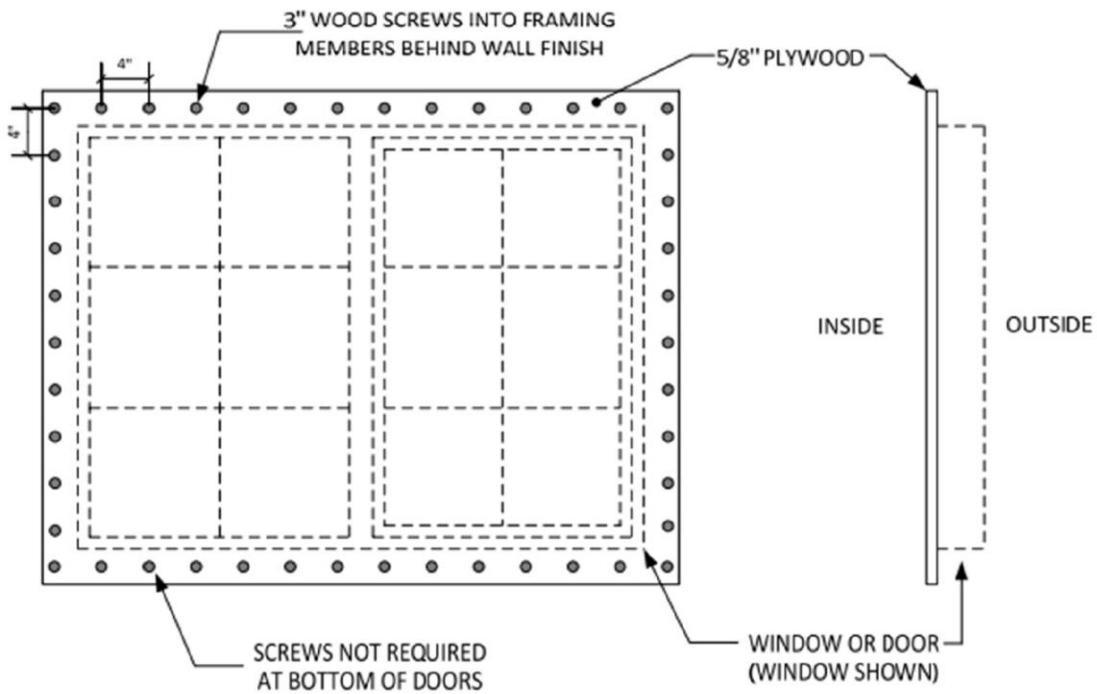
### Barrier Assembly:

1. Applying barriers is accomplished with carpenters and appropriate tools and supplies.
2. Plywood shall be cut to fit over the window and door openings, so that the outside edges extend past the underlying building framing members.
3. Plywood shall be installed on the interior side of the opening.
4. 2 x 4 braces, when required, shall be cut to fit the horizontal or vertical dimension of the plywood.
5. All plywood edges shall be secured into building framing members with 3" wood screws at 4" on centre.
6. 2 x 4 bracing ends shall be secured into building framing members with 4 - 5" wood screws. For buildings that require access by authorized personnel, a single door that is visible from the street may be secured using a solid core wood or steel door. There shall be no windows or other openings in this door. The door shall be securely locked using a padlock and hasp assembly that is bolted through the door. The lock loop portion of the hasp is attached to the door frame using a minimum of 3-inch-long wood screws.

### SECURITY DETAILS - LARGE OPENINGS



### SECURITY DETAILS - SMALL OPENINGS



## SCHEDULE B: VACANT PREMISES FENCING REQUIREMENTS

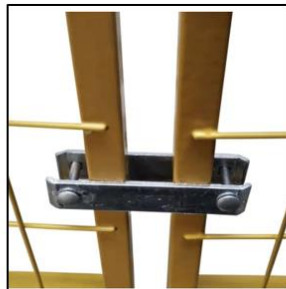
### Security Fencing Requirements:

For premises that are using temporary or chain-link fencing as permitted by this bylaw, the following requirements must be met at installation and maintained throughout the entire time period that the fencing is used to secure the premises from unauthorized entry.

- Fencing shall be a minimum of 6 feet or 1.8 m in height along the entire length of the fencing, and have at least one locked or bolted gate or access point into the premises for maintenance and inspection purposes.
- Fencing shall create a continuous, upright and level barrier that encircles and discourages unauthorized entry to the premises and all structures.
- Fencing shall be placed along applicable property lines wherever possible.
- Temporary fencing panels shall be connected together at a minimum of two points (including the top and midpoint of panels), and fence panels shall be bolted together with nuts mounted on the inside of the fence.
- Cross section fence panels shall be installed between temporary fencing panels or sections of temporary fence panels, located within the fence line and on the subject premises and as required to provide lateral stability, to ensure the fence stays upright and connected during inclement weather or disturbance.
- Chain link fencing shall be installed with concrete fence post foundations.
- A NO TRESSPASSING sign(s) shall be posted on each fence segment that fronts a City street or other public right-of-way.
- Contact the Langley City Fire Rescue Service for an inspection of installed fencing. Inspections can be requested at 604-514-2880 or via email at [fireinfo@langleycity.ca](mailto:fireinfo@langleycity.ca), and photographic proof of completion must be provided.

### Required Fencing Materials:

- Chain link fencing minimum standard is galvanized steel mesh and posts, unless otherwise specified by the Inspector.
- Temporary fencing shall consist of 'see through' steel mesh fence panels. Examples include temporary fencing typically used for securing construction and event sites.



Temporary fence panels shall be connected at the top of fence panels and bolted together at the midpoint, between the top and bottom, of the panels, and cross panels shall be used to provide lateral stability.



## COMMUNITY STANDARDS BYLAW, 2018, No. 3075

A Bylaw to regulate, prohibit and impose requirements in relation to the use of public places and the protection and enhancement of the well-being of the community.

**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 14, 2021**

<b>TABLE OF CONSOLIDATION</b>	
<b>BYLAW</b>	<b>SUBJECT MATTER</b>
Amendment No. 1, 2021, No. 3153	Remove redundant wording related to the Municipal Ticket Information System Bylaw

CITY OF  
LANGLEY



## EXPLANATORY MEMO

### COMMUNITY STANDARDS BYLAW, 2018, No. 3075

#### **PURPOSE:**

The purpose of Bylaw No. 3075 is to consolidate in a single bylaw, and make consistent, provisions previously contained in the Community Standards Bylaw adopted in 2004; the Abandoned Properties Bylaw adopted in 2014; and one section of the Fire Protection and Safety Bylaw that deals with abandoned buildings. The bylaw establishes community standards for the upkeep and maintenance of properties and for the securing of abandoned buildings from unauthorized entry and occupancy. A consistent procedure is provided for giving notice of bylaw contraventions to owners and occupiers, following up with inspections and direct City action if necessary, and recovery of costs incurred from owners via the property tax procedure.



## Community Standards Bylaw, 2018, No. 3075

A Bylaw to regulate, prohibit and impose requirements in relation to the use of public places and the protection and enhancement of the well-being of the community.

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

### **Title**

1. This bylaw may be cited as the “Community Standards Bylaw, 2018, No. 3075”.

### **Repeal**

2. The following are repealed:
  - (a) City of Langley Abandoned Properties Bylaw, 2014, No. 2922;
  - (b) Community Standards Bylaw, 2003, No. 2487; and
  - (c) Section 10 of Fire Protection and Safety Bylaw, 2009, No. 2784 and the definition of “Vacant Premises” in Section 2 of the bylaw.

### **Public Places**

3. No person shall do any of the following on any highway or in any other public place:
  - (a) deposit any rubbish, debris or other discarded or recyclable materials except in a container provided and placed by the City for that purpose;
  - (b) foul or pollute any water body;
  - (c) place graffiti on or otherwise damage or deface any wall, building, fence, sign, bench, sculpture, water fountain or other structure or any sidewalk or pavement; or
  - (d) post or affix to any building or other structure, fence or utility pole any bill, poster, placard, notice or advertisement without the written permission of the City.

### **Nuisances on Private Property**

4. No person shall, being the owner or occupier of premises in the City, do any of the following:
  - (a) allow the premises to become or remain unsightly, and for this purpose any of the following is deemed to render premises unsightly:

- i. the storage, location or accumulation of rubbish, debris or any other discarded materials so as to be visible to a person standing on an adjacent highway or parcel;
  - ii. the exterior storage or parking of dilapidated motor vehicles, recreational vehicles, vessels of any kind or other equipment or machinery, or parts
  - iii. not more than one unlicensed or uninsured motor vehicle may be stored or parked on any parcel of land. ;
  - iv. landscaping or other vegetation that is dead, diseased, damaged, or unsightly as a result of lack of maintenance or uncontrolled growth;
  - v. an area of grass or other vegetation that exceeds 30 cm in height and is unkempt or unmaintained;
  - vi. fencing that has not been maintained and that is characterized by rot, corrosion, breakage, collapse, impact damage, peeling of paint or other evidence of physical deterioration;
  - vii. graffiti on a building or other structure including a fence, that is visible to a person standing on an adjacent highway or parcel;
  - viii. demolition waste, construction waste or trade waste accumulated on a construction site;
  - ix. rubbish or recyclable material overflowing from or accumulated in the vicinity of any container or receptacle of any type situated on the premises; or
  - x. any other condition of disrepair, dilapidation or deterioration of the premises or any building or structure on the premises;
- (b) allow the accumulation of water on the premises;
- (c) permit or allow an infestation of the premises by noxious or destructive rodents or insects;
- (d) permit or allow the growth of noxious weeds or the accumulation of prunings, cuttings or other flammable material constituting a fire hazard; or
- (e) cause, suffer or permit any nuisance on the premises.
5. An Inspector may, in writing, order an owner or occupier of premises to comply with this bylaw by taking such measures as are reasonably determined by the Inspector to be required to abate the condition that contravenes the bylaw, within the time specified in the order, and upon receiving such order the owner must comply with the order.
6. An order made under Section 5 may be delivered to the owner or occupier by any method that the Inspector determines will give the owner actual notice of its contents, including mail, facsimile transmission, email, courier, and personal service, and in the case of an imminent hazard to persons or property, including the premises that are the subject of the order, may provide oral notice of the order by telephone or in person, as long as the order is subsequently confirmed in writing.

### **Unoccupied Buildings**

7. Every owner of premises in the City that are unoccupied shall, within 24 hours of the termination of the last lawful occupancy of the building and, where a building permit is required for the work, within 24 hours of the issuance of the permit, make the premises secure against unauthorized entry or occupancy, intentional

damage and any other condition constituting a fire hazard by one or more of the following methods:

- (a) affixing solid barriers to doors, windows and other points of ingress using materials and installation methods that effectively preclude easy entry, and reinstate such barriers immediately upon becoming aware that they have been removed, damaged or compromised in any way;
  - (b) installing security fencing or other perimeter barriers that effectively preclude entry, and reinstate such barriers immediately upon becoming aware that they have been removed, damaged or compromised in any way;
  - (c) installing a security alarm system complying with all applicable city bylaws;
  - (d) employing security guards on a regular and frequent basis; or
  - (e) utilizing or installing such other security measures or devices as the Inspector may approve, including without limitation the installation of exterior lighting that does not shed direct light on any neighbouring premises.
8. Section 7 applies to every building or structure that is accessory to an unoccupied building, including any garage, garden shed or other structure that can reasonably be expected to present a fire hazard if occupied unlawfully.
  9. Section 7 applies to every building or structure that has been damaged by fire or any other cause to the point that it cannot safely be occupied.
  10. Every owner of unoccupied premises in the City that have been damaged by unauthorized entry or occupancy must promptly effect such repairs as are required to make the premises secure against further entry or occupancy and mitigate any fire hazard.
  11. Sections 7 and 10 do not apply in respect of premises for which the City has issued a demolition permit, provided that the building is demolished within 48 hours of the issuance of the permit.
  12. An Inspector may, in writing, order an owner of unoccupied premises to comply with this bylaw by taking measures described in Section 7 or 10, or other measures reasonably determined by the Inspector to be required to make the premises secure against unauthorized entry or occupancy, within the time specified in the order, and upon receiving such order the owner must comply with the order.
  13. An order made under Section 12 may be delivered to the owner by any method that the Inspector determines will give the owner actual notice of its contents, including mail, facsimile transmission, email, courier, and personal service, and in the case of an imminent hazard to persons or property, including the unoccupied premises, may provide oral notice of the order by telephone or in person, as long as the order is subsequently confirmed in writing.

### **Inspections and Inspection Fees**

14. An Inspector may enter on any land at reasonable times and in a reasonable manner to inspect the land to determine whether the condition of the land and any buildings and structures on the land complies with this bylaw.
15. No person shall obstruct or interfere with an Inspector in the performance of duties under this bylaw, or any employee of the City or contractor engaged by the City to perform work under this bylaw on default of the owner or occupier.

16. In making an order under Section 5 or 12, the Inspector must specify a time for compliance that is reasonable in view of the condition of the premises and the time that is required to carry out the work required by the order.
17. If an Inspector issues an order under Section 5 or 12, the owner or occupier must advise the Inspector when compliance with the order has been effected, and the Inspector may inspect the premises to confirm such compliance.
18. If the Inspector requires an inspection under Section 17, the owner must pay in advance the inspection fee set out in the Fees and Charges Bylaw, which fee is imposed in respect of both the inspection that preceded the making of the order and the inspection that confirms compliance with the order.

### **City Action on Default**

19. An order made under Section 5 or 12 must specify that if the person to whom the order is addressed fails to comply with the order within the time specified in the order, the City may without further notice enter on the land and perform the work required by the order, at the cost of the owner of the land.
20. Upon the failure of an owner or occupier to comply with an order made under Section 5 or 12 within the time specified in the order, the City may without further notice enter on the land and perform the work required by the order, at the cost of the owner of the land.
21. The City may not perform work under Section 20 in relation to an order that has been delivered to an occupier of premises unless a copy of the order was also delivered to the owner.
22. The City may not perform work under Section 20 in relation to an order of which oral notice was given, until the owner has been provided written confirmation of the order.
23. The City may, if an owner has not paid the City its cost in undertaking work under Section 20 by December 31 in the year in which the work was performed, recover the cost from the owner in the manner authorized by Section 258 of the *Community Charter*.
24. If the Inspector is not, having made reasonable efforts, able to locate an owner for the purpose of providing notice of an order under Section 12 or Section 21, the City may perform work under Section 20 at the cost of the owner as if the owner had been notified and had not complied with the order, provided that the City may not incur costs under this Section in excess of \$5000

### **Penalties and Enforcement**

25. The maximum penalty for a contravention of this bylaw, upon conviction of an offence under the *Offence Act*, is \$10,000.00.
26. Each day on which a contravention of this bylaw continues constitutes a separate offence.

## Interpretation

27. In this bylaw,

**Discarded material** includes, for the purposes of Section 4(a)(i), material having little or no economic value that is accumulated or stored and includes without limitation used lumber or other building supplies, newspapers, household appliances, plumbing fixtures or furniture or the parts of any of them, and broken or unused equipment of any kind.

**Graffiti** does not include any mural or similar graphic design authorized by the City to be placed on City property.

**Inspector** means the Bylaw Enforcement Officer, Chief Building Inspector, and any other person designated by the Council to administer this bylaw, and includes, for the purposes of Section 12 of this bylaw, the Fire Chief as defined in Fire Protection and Safety Bylaw, 2009, No. 2784.

**Noxious weed** means a weed designated under Section 2 of the Weed Control Regulation B.C. Reg. 66/85 under the *Weed Control Act*.

**Owner** includes, in relation to any provision of this bylaw that requires notice to be given to an owner in respect of any parcel of land, a representative of the owner who has been authorized by the owner, in writing, to deal with the City with respect to matters involving that parcel, or with respect to matters involving any of that owner's parcels of land within the City.

**Recreational vehicle** includes a travel trailer, tent trailer, fifth wheel trailer, camper whether mounted on a vehicle or not, park model recreational vehicle and motor home.

**Rubbish** includes without limitation household or garden waste of any kind whether mixed with soil or not; incinerator ash; used or broken glass; recyclable material of any kind that is not being stored at a recycling facility or depot; and barrels, boxes, crates, totes and other containers.

READ A FIRST, SECOND AND THIRD time this 9<sup>th</sup> day of July, 2018.

ADOPTED on the 23<sup>rd</sup> day of July, 2018.



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**MAYOR**



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**CORPORATE OFFICER**



## CITY OF LANGLEY

### MOTION

#### **Introduction of the Proposed Affordable Housing Reserve Fund Bylaw and Policy**

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THAT Council receive the March 23, 2026 presentation titled “Affordable Housing Reserve Fund, Proposed Bylaw and Policy” from the Director of Development Services, for information.

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# ***Affordable Housing Reserve Fund***

## **Proposed Draft Bylaw & Policy**

# Overview

1. Introduction to the Affordable Housing Reserve Fund (AHRF)
  - a. 'long-term savings account' to help create new affordable housing units
  - b. used in lower mainland municipalities to support affordable housing partnerships
  - c. accumulate funds in an AHRF, allocate specific amounts to qualifying applications
2. Why an AHRF? Requirement & Opportunity
3. AHRF Flows In & Flows Out
4. AHRF Bylaw vs. companion Council Policy CO-89
5. How to Qualify & Proposed AHRF Uses
6. Next Steps

# Requirement

1. **Requirement:** the *Local Government Act* (LGA) requires that cash-in-lieu funds, from density bonusing or inclusionary zoning, are to be placed into a reserve fund:

LGA 482.91 (5):

If (cash-in-lieu) money is received by a local government, the local government must

- a. establish an affordable & special needs housing reserve fund for the purpose of providing, constructing, altering or expanding affordable & special needs housing units, and
  - b. place the money to the credit of the affordable & special needs housing reserve fund.
- proposed (updated) cash-in-lieu rates = woodframe: \$400 per sf; concrete/steel: \$500 per sf

# Requirement

## 1. Requirement:

Following LGA 482.91 (6), these contributions, & interest on them, is to be used to:

- a. Fund capital cost of new affordable housing units
- b. Pay principal & interest on debt used to pay for the capital cost of new affordable housing units
- c. Contribute to entities (non-profit, society, co-op etc.) to create new affordable housing units

# Opportunity

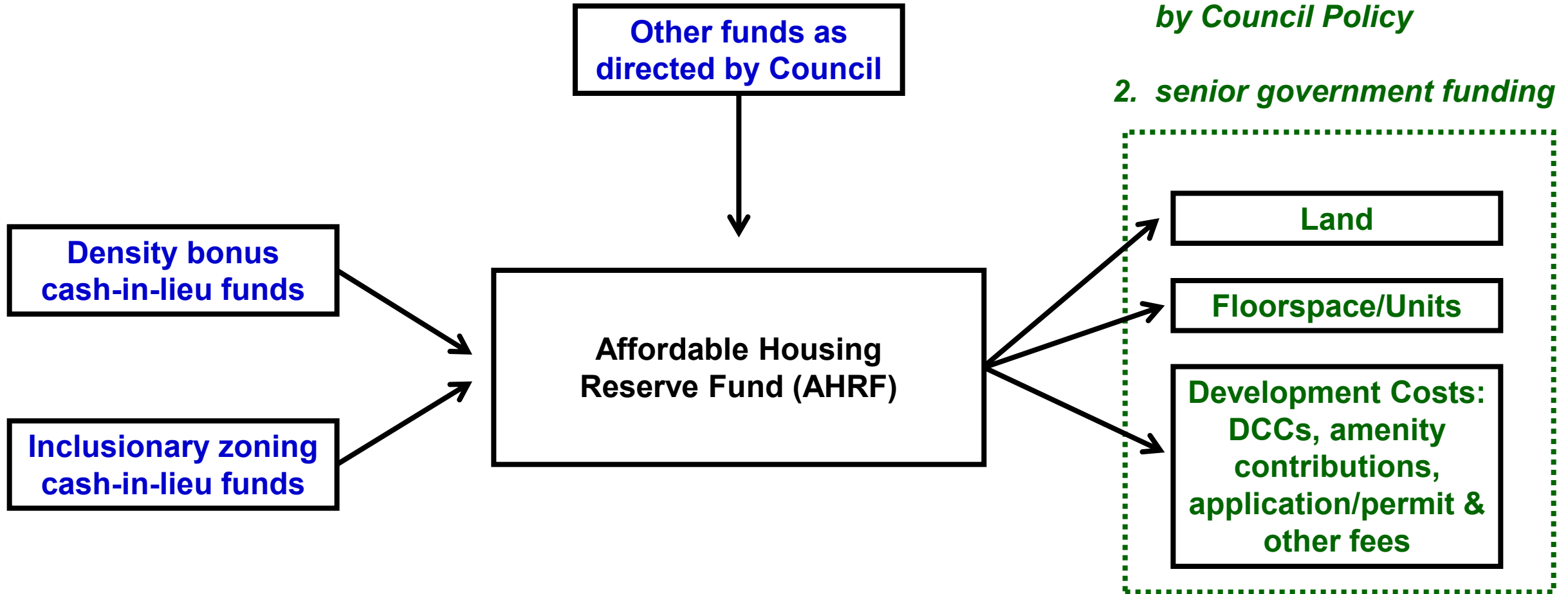
**2. Opportunity:** create an Affordable Housing Reserve Fund to:

- i. receive cash-in-lieu funds from density bonus or inclusionary zoning applications; &**
- ii. receive other funds as directed by Council**

**→ i + ii = use combined funds to create new affordable housing units in the City**

**\*The *Community Charter* also enables Council to create an Affordable Housing Reserve Fund**

# AHRF: Flows In & Flows Out



# Other Potential AHRF Funding Sources

**Examples of AHRF funding sources:**

- 1. Land sale revenue or percentage thereof**
- 2. Amenity contributions revenue or percentage thereof**
- 3. Percentage of density bonusing revenue**
- 4. Transfer from other funds, as permitted by Community Charter**
- 5. Percentage of Municipal & Regional District Tax (MRDT) revenue**
- 6. Other (density transfer contributions, donations, etc.)**

# Proposed Uses of AHRF

***Overarching principle: funding is allocated: a). in proportion to the number of affordable housing units in a development & their target income level, & b). for applications that have senior government funding***

## **Proposed Fund Uses:**

- 1. Land (purchase to provide as equity/contribution; land lease/reimburse value)**
- 2. Floorspace (purchase units, airspace parcel, building)**
- 3. Reimbursements (waive DCCs, amenity contributions, application fees; & reimburse w/ AHRF funds)**
- 4. Pre-development costs for proposed affordable housing projects**

# AHRF Bylaw vs. Companion Council Policy

## AHRF Bylaw: key requirements

- Establishes AHRF, funds in & out
  - Definition 'affordable housing units'
  - *Community Charter*
  - *Local Government Act*
- Identifies Cash-in-Lieu Rates
  - *Local Government Act*
- AHRF funds used towards capital cost of new affordable units
  - constr., land, fees, pre-dev costs

## Council Policy CO-89: guidelines, process

- How AHRF funds may be used
  - non-profits, senior gov't partners
  - below market rental rates, price controlled units requirements
  - constr., land, fees, pre-dev costs
  - OCP policy, Housing Needs Report
- Guidelines for deciding how much & to whom AHRF funds may go to
- How to request AHRF funds & process

# How to Qualify for AHRF Funding Consideration?

**Affordable housing applications seeking AHRF funds are to meet these tests:**

- **Affordable housing units are to be managed, controlled and/or owned by:**
  - **non-profit housing society**
  - **public authority**
  - **senior government agency (regional, Provincial, Federal)**

**Not applicable to: private-sector applications with the required amount of below market rental floorspace**

- **as per Section 2.6 Zoning Bylaw; bonus & inclusionary zoning**
- **inclusionary units added based on tenant relocation plans requirements**

# How to Qualify for AHRF Funding Consideration?

- **Rental units renting at a minimum of 20% below market or less**
  - 'workforce'
  - rent geared to income (RGI)
  - deep subsidy
  - special (seniors, congregate, supportive, special needs/groups)
- **Price-controlled home ownership, limited equity & co-op units**
  - must be part of a senior government and/or non-profit housing society affordable home ownership program

*All units in #1 & #2 need to be secured by a Housing Agreement for life of the building*

# AHRF Use Considerations

- Council may choose to limit the amount of AHRF funds going to an application
- **Although not obligated to – Council could aim to retain 10% to 25% (or other target) of AHRF balance, to leave funds for other eligible applications**
  - **Akin to a ‘one-time maximum use’ or AHRF funds allocation target**
- **In the case of multiple AHRF requests, Council may choose to prioritize funds to applications based on the policy, proposed level of affordability & community benefit**
  - **community benefit = meeting housing needs in OCP & Housing Needs Report**

# How to Request AHRF Funding & Process

1. Official requests for AHRF funding must be submitted during the application process;
2. Requests must identify capital cost-related items for AHRF assistance (eg. land, equity, waiving fees/charges etc.), supported by a financial analysis;
3. Staff will inform applicant of AHRF balance & if the application is AHRF eligible, based on review of request in relation to AHRF/Council policy; and
4. Staff will present request & recommendations to Council; Council decides on request prior to consideration of a rezoning adoption or DP approval.

*Additional requirements & procedures may be included in the Council policy, through future updates & in other City application guidelines and/or bylaws.*

# Next Steps

1. **March 23: Introduce draft Affordable Housing Reserve Fund (AHRF) & draft Council Policy**
  - **for Council feedback prior to introducing Bylaw and Policy for readings/approval**
2. **April 13: Present AHRF Bylaw for 3 readings**
3. **April 27: Adoption of AHRF, approval of related Policy CO-89**

# ***Affordable Housing Reserve Fund***

## **Proposed Draft Bylaw & Policy**



## EXPLANATORY MEMO

### **AFFORDABLE HOUSING RESERVE FUND BYLAW, 2026, No. 3320 AFFORDABLE HOUSING RESERVE FUND POLICY CO-89**

This memo provides an overview of the proposed 1). draft Affordable Housing Reserve Fund (AHRF) Bylaw No. 3320 and 2). draft Affordable Housing Reserve Fund (Deposits and Use of Funds) Council Policy CO-89.

This draft Bylaw and Policy are being brought forward to meet *Local Government Act* (LGA) requirements and provide Council with a reserve fund that can be used to help fund the creation of new affordable housing units in the community, in partnership with non-profit housing societies and senior governments.

The AHRF Bylaw and Policy are also considered to be ‘initial steps’, which are intended to be reviewed and updated by Council from time-to-time, to meet the City’s evolving affordable housing needs and local development and market conditions.

#### 1. Affordable Housing Reserve Fund (AHRF) Bylaw No. 3320

Based on Section 188 of the *Community Charter* and Section 482.3 and Section 482.91 of the LGA, the establishment of the AHRF is necessary for the City to receive cash-in-lieu funds from development applications that are required to provide these funds through the density bonusing and inclusionary housing requirements in the Zoning Bylaw (Section 2.6). The AHRF will also enable Council to direct other funds to the AHRF, which combined with the cash-in-lieu funds noted above can be used by Council to help create new affordable housing units in the City.

The AHRF Bylaw defines affordable housing units and how AHRF funds could be used to contribute towards the capital cost of creating these new units, including:

- allocating AHRF funds in proportion to the number of affordable housing units in a development application and their target income levels;
- providing or purchasing land and/or floorspace for affordable housing units;
- reimbursing waived City fees and charges; and
- providing funding for the pre-development costs of development applications with affordable housing units.

This Bylaw also identifies the cash-in-lieu rates, that reflect the current estimated capital costs for constructing wood-frame and non-combustible construction in the City, as required by the LGA. The Bylaw also includes a clause noting that the City will review

and if necessary amend these cash-in-lieu rates, at least once every two years, so these rates best reflect local development and market conditions.

## 2. Affordable Housing Reserve Fund (Deposits and Use of Funds) Council Policy CO-89

This proposed Council Policy is intended to further identify how the Affordable Housing Reserve Fund (AHRF) may be used by Council to create new affordable housing units, what housing units are eligible, and the process by which an applicant can request the use of AHRF funds.

The Council Policy implementation section includes specific details about what qualifies as an affordable housing unit (page 2 of the Policy), including type, tenure and target affordability levels, and that these units are to be delivered in a partnership model by way of the units being managed, controlled and/or owned by a non-profit housing society, public authority or senior government agency (regional, Provincial, Federal) in order to qualify for AHRF funds.

The Policy also expands on the AHRF Bylaw by providing additional guidelines that Council may consider when using the AHRF, including how AHRF funds could be allocated to one or more qualifying development applications, how much of the AHRF could be used for a specific application, and how to potentially prioritize AHRF allocations amongst multiple applications.

Section 3 of the Policy includes parameters on how an applicant can request the use of AHRF funds, along with an outline of typical AHRF application processes. Applicants will be required to identify specific capital cost-related items for AHRF assistance (i.e.. land/equity, waiving fees/charges etc.) and support this request with an accompanying financial analysis, for review by staff and then consideration by Council as a part of a rezoning and/or Development Permit application.



## AFFORDABLE HOUSING RESERVE FUND BYLAW, 2026, No. 3320

**DRAFT**

A Bylaw to adopt the City of Langley Affordable Housing Fund Bylaw, 2025, No. 3320.

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

### **1. Title**

1. This bylaw shall be cited as the “City of Langley Affordable Housing Reserve Fund Bylaw, 2026, No. 3320”.

### **2. General Provisions**

1. The following term has the following meaning in this bylaw:
  - a. “Affordable Housing Units” means, and according to Council policy as amended from time to time, below market, non-market, subsidized and special needs housing units that are managed, controlled and/or owned by a non-profit society or entity, public authority or senior government agency and secured by a Housing Agreement on property title.
2. Pursuant to Section 188 of the *Community Charter* and Section 482.3 and Section 482.91 of the *Local Government Act*, Council hereby establishes the Affordable Housing Reserve Fund (AHRF), to receive funds as directed by Council from time to time, and to receive cash-in-lieu funds based on the cash-in-lieu rates in this bylaw, from development applications that are subject to density bonus and inclusionary housing requirements in the City’s Zoning Bylaw.
3. Based on sections 482.3(3) and 482.91(3) of the *Local Government Act*, the below cash-in-lieu rates reflect current estimated capital costs for constructing proposed residential apartment dwelling developments in the City of Langley. The method for determining the current estimated capital costs is to apply the then current cost of construction per square meter / square foot to proposed developments. Estimated cost of construction will differentiate between wood frame and non-combustible material buildings. The City will review and if necessary amend this bylaw to update these rates to best reflect local development and market conditions, at an interval of at least once every two years from the date of approval of the current rates in this bylaw.
  - a. Cash-in-Lieu Rates (according to construction material)
    - i. Wood frame: \$4304 per square metre / \$400 per square foot;


- ii. Non-combustible: \$5380 per square metre / \$500 per square foot.
4. AHRF funds, and the interest on these funds, are to be used as contributions towards the capital cost of creating new affordable housing units, in the following ways and according to applicable Council policy, and subject to Council's consideration:
- a. Allocating AHRF funding to a development application in proportion to the number of affordable housing units in this application and their target income levels;
  - b. Providing or purchasing land and/or floorspace for affordable housing units;
  - c. Reimbursing the City for waived City fees and charges, including but not limited to application fees, permit and inspection fees, amenity contribution requirements and Development Costs Charges (DCCs), that apply to development applications with affordable housing units; and
  - d. Providing funding for the pre-development costs of development applications with affordable housing units.

READ A FIRST, SECOND AND THIRD TIME this    day of    , XXXX.

FINALLY ADOPTED this    day of    , XXXX.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CORPORATE OFFICER**

	<b>Title: Affordable Housing Reserve Fund (Deposits and Use of Funds)</b>	<b>Number: CO-89</b>
	<b>Authority: Council</b>	<b>Section: Development Services</b>
	<b>Date Adopted: April, 2026,</b>	
	<b>Historical Changes:</b>	
	<b>DRAFT</b>	

**Purpose and Scope:**

The policy identifies how the Affordable Housing Reserve Fund (AHRF), established by bylaw, may be used by Council to create new affordable housing units in the City, and the process by which an applicant can request the use of AHRF funds, for review by City staff and consideration by Council.

The definition of “affordable housing units” in this policy includes, and as further defined in this policy, below market, non-market, subsidized and special needs housing units that are managed, controlled and/or owned by a non-profit society or entity, public authority or senior government agency and secured by a Housing Agreement on property title.

**Policy Statement:**

The Official Community Plan (OCP) supports density bonusing and the creation of new affordable housing units in the community, and the *Local Government Act* (LGA) enables the use of density bonusing and inclusionary zoning by local governments to create new affordable housing units. Based on this the City’s Zoning Bylaw permits density bonusing and requires inclusionary housing, and the affordable rental units that are contained in bonus or inclusionary floorspace are to be rented at a minimum of 20% below local market rent and secured by a Housing Agreement for the life of the building these units are within.

The LGA enables applicants to provide a cash-in-lieu contribution, instead of including the required below market units in their development, if these contributions are provided to the City and deposited in an ‘affordable and special needs housing reserve fund’. These cash-in-lieu contributions, and the interest on them, can be used to:

- a. fund the capital cost of providing, constructing, altering or expanding affordable housing units;
- b. pay the principal and interest on a debt incurred by a local government as a result of an expenditure for the capital cost of providing, constructing, altering or expanding affordable housing units; and
- c. contribute to certain prescribed entities (including non-profit housing providers and other as listed in LGA Section 482.91 Subsection 6) that are providing, constructing, altering or expanding affordable housing units.

These cash-in-lieu contributions are to be equivalent to the capital costs directly related to providing, constructing, altering or expanding affordable housing units, including planning, engineering, legal and interest costs.

The *Community Charter* also enables a local government to create an affordable and special needs housing reserve fund, to help fund the creation of new affordable housing units in the community. Revenue sources for this fund can include cash-in-lieu contributions, as described above, and other funds deposited into the fund as directed by Council from time to time. The implementation section of this policy provides additional details regarding funding sources and how the funds that are placed in an affordable housing reserve fund can be used.

### **Implementation:**

#### **1. Affordable Housing Reserve Fund Establishment**

An Affordable Housing Reserve Fund (AHRF) was established by Bylaw No. 3320 on *date, year*. As per this Bylaw, the AHRF is to receive and hold cash-in-lieu contributions from applications subject to density bonusing and inclusionary housing requirements, according to the cash-in-lieu rates listed below, and to receive other funds as directed by Council from time to time, such as from land sales, transfers, Municipal and Regional District Tax (MRDT) revenue and other sources as deemed appropriate and consistent with the *Community Charter*, for the purpose of creating new affordable housing units in Langley City.

AHRF Cash-in-Lieu Rates (according to construction material):

- i. Wood frame: \$4304 per square metre / \$400 per square foot;
- ii. Non-combustible: \$5380 per square metre / \$500 per square foot.

#### **2. How AHRF Funds May Be Used**

AHRF funds are to help create new affordable housing units in the community, in partnership with non-profit housing societies and senior governments. More specifically, AHRF funds may be used towards capital/construction costs if the subject affordable housing units are managed, controlled and/or owned by a non-profit housing society, public authority or senior government agency (regional, Provincial, Federal), receive senior government funding, meet community housing needs, reflect OCP policies and follow these parameters:

- i. rental units are to be rented at a target rate of 20% below local market rent or lower. The local market rent value is to be determined by a development application-specific market rent appraisal, or using local CMHC average rents compared with current market rents and adjusted further to attain the 20% below market threshold (updated annually);
- ii. price-controlled home ownership, limited equity and co-op units must be a part of a senior government and/or non-profit housing society affordable home ownership funded program;
- iii. all affordable housing units in bullets i. and ii. above must be secured by a Housing Agreement on title that secures below market rent and other rates for a specific period of time (the target duration for a Housing

Agreement in this case is the life of the building which the affordable housing units are contained within).

Affordable housing units that meet the minimum density bonusing and inclusionary housing requirements in Section 2.6 of the Zoning Bylaw, or follow the requirements of a tenant relocation plans policy or bylaw, are not eligible for AHRF funding.

When considering the allocation of AHRF funds to create affordable housing units, the following may warrant Council consideration:

- a. Allocating AHRF funding to a development application in proportion to the number of affordable housing units in this application and their target income levels;
- b. Providing or purchasing land and/or floorspace for affordable units;
- c. Reimbursing the City for waived City fees and charges, including but not limited to application fees, permit and inspection fees, amenity contribution requirements and Development Cost Charges (DCCs) that apply to development applications with affordable housing units; and
- d. Providing funding for the pre-development costs of development applications with affordable housing units.

Council may choose to limit the amount of AHRF funds allocated to a specific development application, based on the current AHRF balance, and this policy may be updated in the future to identify specific allocation limits and/or scenarios. Although not obligated to do so, Council should aim to retain between 10 to 25 percent of the current AHRF balance at the time of when Council allocates AHRF funds to a specific development application, to retain a remainder AHRF balance that provides the possibility of responding to other smaller AHRF funding requests in the short term, and potentially larger fund requests in the long term, assuming the AHRF balance grows through future deposits into the AHRF. In the case of multiple applications for AHRF funding, Council may choose to prioritize funds allocated to one development application over another application, based on this policy, the proposed level of affordability of dwelling units and community benefit, in terms of the proposed affordable units meeting the housing needs identified in the OCP and the City's Housing Needs Report.

### 3. Requesting the Use of AHRF Funds

An applicant for a proposed development application with affordable housing units, as defined in this policy, may make a request in writing to the City to use AHRF funds to assist in funding the capital cost of constructing these units. Notice of a pending request for AHRF assistance should be provided to City staff by the applicant during the pre-application process, and it is recommended that an official request be submitted by the applicant as a part of the official development application process, and be presented to Council prior to consideration of a rezoning bylaw adoption or Development Permit approval.

The applicant’s request shall identify specific capital cost-related items for AHRF assistance (i.e.. land/equity, waiving fees/charges etc.) and be accompanied by a financial analysis that supports the request, for review by staff and consideration by Council. Staff will also inform the applicant, upon initial review of a request, of the feasibility of AHRF use based on this policy and AHRF fund balance at the time of the request. Additional requirements and procedures related to this may be included in this policy through future amendments and other City application guidelines and/or bylaw(s).

**References:**

Policy Number:	<b>CO-89</b>
Policy Owner:	<b>Development Services</b>
Endorsed by:	
Final Approval:	
Date Approved:	
Revision Date:	
Amendments:	
Related Policies:	
Related Publications:	<b>Official Community Plan Bylaw; Zoning Bylaw</b>