

# FRASER VALLEY REGIONAL DISTRICT



## BOARD OF DIRECTORS

### OPEN MEETING AGENDA

Wednesday, May 22, 2019

( Immediately following the FVRHD Open Meeting )

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

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#### Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

*All/Unweighted*

**MOTION FOR CONSIDERATION**

**THAT** the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of May 22, 2019 be approved;

**AND THAT** all delegations, reports, correspondence committee and commission minutes, and other information set to the Agenda be received for information.

3. DELEGATIONS AND PRESENTATIONS

3.1 BC Transit Update and Service Expansion Planning 2020-21

14 - 30

*All/Unweighted*

- Presentation by Staff
- Briefing Note - FVX Proposed 2020-21 Expansion
- Corporate report dated May 8, 2019 from Alison Stewart, Manager of Strategic Planning (May RACS)
- Fraser Valley Regional Transit - Agassiz Harrison (Rt. 11, Hope (Rt. 22) and FVX (Rt. 66)

**MOTION FOR CONSIDERATION**

**[RACS-MAY 2019] THAT** the Fraser Valley Regional District Board confirm support in principle for the 2020/2021 expansion initiative to extend the Fraser Valley Express service to TransLink's Lougheed Sky Train station at an annual net cost of \$494,000 subject to further discussions with BC Transit and area service participants regarding timing, costing and service levels;

**AND THAT** BC Transit and the FVRD undertake more detailed costing analysis relating to the potential 2021-2022 service expansions to:

- North Fraser Valley: subject to public engagement and local government support, implement transit service on the north side of the Fraser River between the District of Kent and District of Mission.
- Agassiz-Harrison and Hope: subject to municipal approval, improve and expand regional services in the eastern Fraser Valley based on items identified in the Transit Future Action Plan.
- Cultus Lake: year-round service subject to local government support.

#### **4. BOARD MINUTES & MATTERS ARISING**

<b>4.1</b>	<b><u>Board Meeting - April 25, 2019</u></b>	<b>31 - 47</b>
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*All/Unweighted*

##### **MOTION FOR CONSIDERATION**

**THAT** the Minutes of the Fraser Valley Regional District Board Open Meeting of April 25, 2019 be adopted.

#### **5. COMMITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING**

<b>5.1</b>	<b><u>Draft Regional and Corporate Services Committee - May 8, 2019</u></b>	<b>48 - 54</b>
<b>5.2</b>	<b><u>Draft Electoral Area Services Committee - May 8, 2019</u></b>	<b>55 - 66</b>
<b>5.3</b>	<b><u>Internal Affairs Committee - April 24, 2019</u></b>	<b>67 - 69</b>
<b>5.4</b>	<b><u>Draft Internal Affairs Committee - May 2, 2019</u></b>	<b>70 - 71</b>
<b>5.5</b>	<b><u>Draft Recreation, Culture and Airpark Services Commission - April 16, 2019</u></b>	<b>72 - 74</b>

#### **6. CORPORATE ADMINISTRATION**

<b>6.1</b>	<b><u>Building Bylaw and BC Building Code Contraventions at 49200 Trans Canada Hwy, Electoral Area A, (PID: 003-318-273) and (PID: 003-318-206)</u></b>	<b>75 - 100</b>
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*All/Unweighted*

- Corporate report dated May 8, 2019 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Letter dated April 8, 2019 to Property Owners
- Letter dated October 17, 2018 to Property Owner



- Title Search
- Title Search
- Property Report
- Property Information Map

#### **MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code*, at 49200 Trans Canada Hwy Electoral Area A, Fraser Valley Regional District, British Columbia (legally described as That Portion of Legal Subdivision 15 Section 2 Lying Easterly of the – Way of the Canadian Northern Pacific Railway; Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan H670 (PID: 003-318-273) and Legal Subdivision 16 Section 2 Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan G670 (PID: 003-318-206).

#### **6.2 Building Bylaw and BC Building Code Contraventions at 13085 Degraff Road, Electoral Area F, Legally Described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782 (PID: 010-712-453)**

101 - 115

#### ***All/Unweighted***

- Corporate report dated May 8, 2019 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Letter dated April 8, 2019 to Property Owner
- Letter dated January 16, 2019 to Property Owner
- Letter dated March 23, 2018 to Property Owner
- Title Search
- Title Search
- Property Report
- Property Information Report

#### **MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code*, at 13085 Degraff Road Electoral Area F, Fraser Valley Regional District, British Columbia (Legally described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782. (PID: 010-712-453).

## 7. FINANCE

### 7.1 Fraser Valley Regional Library Branch Improvements – Yale & Boston Bar 116 - 136

#### *All/Weighted*

- Corporate report dated May 8, 2019 from Mike Veenbaas, Director of Financial Services
- FVRL - Proposed Changes to Yale and Boston Bar Libraries

#### MOTION FOR CONSIDERATION

[EASC-MAY 2019] THAT the Fraser Valley Regional District Board approve \$45,000 for FVRL Yale Branch and \$58,000 for FVRL Boston Bar Branch for additional improvements being requested at the Boston Bar Branch.

## 8. BYLAWS

### 8.1 FVRD Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019. Electoral Area "H" 137 - 142

#### *Adoption - All/Unweighted*

- Corporate report dated April 25, 2019 from Sterling Chan, Manager of Engineering and Infrastructure - background information
- Draft Bylaw 1523, 2019

#### MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*.

### 8.2 FVRD Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019 143 - 146

#### *Adoption - All/Unweighted*

- Refer to background information report in item 8.1
- Draft Bylaw No. 1524, 2019

#### MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *'Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.

### 8.3 FVRD Emergency Program Regulations Establishment Bylaw No. 1526, 2019 147 - 152

***Motion No. 1: First Reading - All/Unweighted***

***Motion No. 2: Second and Third Reading - All/Unweighted***

***Motion No. 3: Adoption - All/Unweighted (2/3 Majority)***

- Corporate report dated May 8, 2019 from Reg Dyck, Manager of Electoral Area Emergency Services and Jaime Reilly, Manager of Corporate Administration
- Draft Bylaw No. 1526, 2019

**MOTION FOR CONSIDERATION**

**MOTION NO. 1: [RACS/EASC-MAY 2019]** THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**MOTION FOR CONSIDERATION**

**MOTION NO. 2: [RACS/EASC-MAY 2019]** THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**MOTION FOR CONSIDERATION**

**MOTION NO. 3: [RACS/EASC-MAY 2019]** THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

- 8.4 **FVRD Bylaw No. 1525, 2019 - to amend the Comprehensive Development 1 (CD-1) zone to permit the construction of Enclosed Decks in the Bridal Falls RV Resort located at 53480 Bridal Falls Road, Electoral Area "D".**

153 - 167

***Motion No. 1: EAs/Unweighted***

***Motion No. 2: All/Weighted***

- Corporate report dated May 8, 2019 from David Bennett, Planner II
- Application
- Draft Bylaw No. 1525, 2019

**MOTION FOR CONSIDERATION**

**MOTION NO. 1: [EASC-MAY 2019]** THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to permit the construction of Enclosed Decks in the Bridal Falls RV Resort;

**THAT** the *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to Director Dickey or his alternate in his absence;

**THAT** Director Dickey or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*;

**AND THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* in accordance with the Local Government Act;

**AND FURTHER THAT** in the absence of Director Dickey, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter.

#### **MOTION FOR CONSIDERATION**

**MOTION NO. 2: [EASC-MAY 2019]** **THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*

**8.5      FVRD Bylaw No. 1518, 2019 - Rezoning amendment application for 10180 Royalwood Boulevard, Electoral Area "D" to facilitate an increase in lot coverage**

168 - 203

#### ***EAs/Unweighted***

- Corporate report dated May 22, 2019 from Andrea Antifaeff, Planner I
- Draft Bylaw No. 1518, 2019
- Corporate report dated April 9, 2019 from Andrea Antifaeff, Planner 1 - First Reading
- Public Hearing Report dated May 9, 2019

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board consider the following options for *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* as outlined in the corporate report dated May 22, 2019:

#### **OPTION 1   2nd and 3rd Reading**

THAT proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be given second and third reading;

**OPTION 2 Refer to EASC**

THAT proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be referred to the Electoral Area Services Committee for further consideration;

**OPTION 3 Defer**

THAT a decision with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be deferred to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

**OPTION 4 Refuse**

THAT *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* not be given any further readings and that the application be refused.

**9. PERMITS**

***[ OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO BE HEARD ]***

**9.1 Application for Development Variance Permit 2018-28 to reduce the rear setback to facilitate the construction of an accessory structure (shed) at #129-14500 Morris Valley Road, Electoral Area "C"**

204 - 224

***EAs/Unweighted***

- Corporate report dated May 8, 2019 from Andrea Antifaeff, Planner 1
- DVP Application
- Corporate report dated September 5, 2018 from Andrea Antifaeff, Planner I

**MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District Board refuse Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky to facilitate the construction of an accessory structure (shed);

**AND THAT** the Fraser Valley Regional District Board direct staff to consider zoning regulations related to accessory structures (sheds) in the Private Resort Development (PRD-1) zone at the time that staff are reviewing the consolidated

zoning bylaw;

**AND FURTHER THAT** the Fraser Valley Regional District Board direct staff to take no further bylaw enforcement actions at #129-14500 Morris Valley Road with respect to the shed, provided that the accessory structure (shed) is moved to the proposed location in the application for Development Variance Permit 2018-28 and pending resolution of the PRD-1 accessory structure (shed) zoning regulations in the consolidated zoning bylaw.

**9.2      Application for Development Variance Permit 2019-09 to reduce the front lot line setback to permit the re-construction of a residential porch at 35103 North Sward Road, Electoral Area "F"**

225 - 241

***EAs/Unweighted***

- Corporate report dated May 8, 2019 from Julie Mundy, Planning Technician
- DVP Application
- Draft DVP 2019-09

**MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-09 for 35103 North Sward Road, Electoral Area F, to reduce the front lot line setback from 6.0 metres (19.7 feet) to 2.1 metres (6.9 feet), to facilitate the re-construction of a residential porch, subject to the issuance of an Encroachment Permit from the BC Ministry of Transportation and Infrastructure, and subject to consideration of any comments or concerns raised by the public.

**9.3      Application for Development Variance Permit 2019-10 to vary the maximum height and size requirements for an accessory building at 10395 Wildrose Road, Electoral Area "D"**

242 - 259

***EAs/Unweighted***

- Corporate report dated May 8, 2019 from Julie Mundy, Planning Technician
- DVP Application
- Draft DVP 2019-10

**MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-10 to increase the maximum permitted area of an accessory building from 45 square metres to 58 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.2 metres, subject to consideration of any comment or concerns

raised by the public.

- 9.4      **Application for Development Variance Permit 2019-12 to vary the maximum height and size requirements for an accessory building at 10163 Royalwood Blvd, Electoral Area "D"**      260 - 281

***EAS/Unweighted***

- Corporate report dated May 8, 2019 from Julie Mundy, Planning Technician
- DVP Application
- Draft DVP 2019-12

**MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-12 to increase the maximum permitted area of an accessory building from 45 square metres to 76 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.3 metres, subject to consideration of any comment or concerns raised by the public.

- 9.5      **Aquadel Crossing Ltd. applied to amend an existing Development Permit (relating to form and character) to permit fencing across common strata property at the development known as Aquadel Crossing, 1885 Columbia Valley Road, Electoral Area "H".**      282 - 361

***EAs/Unweighted***

- Corporate report dated May 8, 2019 from David Bennett, Planner II
- Letter dated March 12, 2019 from Linley Welwood LLP re Buffer Zones
- Letter dated April 1, 2019 from Van Der Zalm and Associates
- Public Information Meeting Report dated March 7, 2019
- Site Plan
- Development Permit Application
- Public Comments

**MOTION FOR CONSIDERATION**

**[EASC-MAY 2019] THAT** the Fraser Valley Regional District Board refuse Development Permit 2019-02.

**10.      CONTRACTS, COVENANTS AND OTHER AGREEMENTS**

- 10.1      **Animal Control Shelter Lease**      362 - 363

*All/Weighted*

- Corporate report dated May 8, 2019 from Stacey Barker, Director of Regional Services

**MOTION FOR CONSIDERATION**

**[RACS-MAY 2019] THAT** the Fraser Valley Regional District Board authorize its signatories to enter into a lease agreement for the continued use of the City of Chilliwack's Animal Control Shelter located at 44860 Wolfe Road in Chilliwack, in the amount of \$40,000 annually for a term of 5 years.

**11. OTHER MATTERS**

**11.1 UBCM Resolution Re: Provincial Response to Homeless Camps on Crown Lands**

364 - 366

*All/Unweighted*

- Corporate report dated May 8, 2019 from Alison Stewart, Manager of Strategic Planning

**MOTION FOR CONSIDERATION**

**[RACS-MAY 2019] THAT** the Fraser Valley Regional District Board forward a resolution on the need for a provincial strategy to address rural homelessness and encampments on Crown land to the Union of BC Municipalities for consideration at its September 2019 convention.

**12. CONSENT AGENDA**

**12.1 CONSENT AGENDA - FULL BOARD**

*All/Unweighted*

*All staff reports respecting these items are available in the Directors' Office and on the FVRD website.*

**MOTION FOR CONSIDERATION**

**THAT** the following Consent Agenda items 12.1.1 to 12.1.4 be endorsed:

**12.1.1 EASC-MAY 2019**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,100 to the Chilliwack Vedder River Cleanup Society, funded from the 2019 Electoral Area "E" grant-in-aid budget to help offset the costs associated with hosting the Chilliwack Vedder River cleanups on April 13 and September 22 of 2019.

*Reference item 7.2 of May 8, 2019 EASC Agenda.*



**12.1.2 EASC-MAY 2019**

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Deroche & District Community Association in the amount of \$5,000, to be funded from the 2019 Electoral Area “G” grant-in-aid budget to help offset the costs of building a community tennis court.

*Reference item 7.3 of May 8, 2019 EASC Agenda.*

**12.1.3 EASC-MAY 2019**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Chilliwack Area Lions Clubs, funded from the Electoral Area “H” grant-in-aid budget, to help offset the costs of the Cultus Lake Pike Minnow Fishing Derby.

*Reference item 7.4 of May 8, 2019 EASC Agenda.*

**12.1.4 EASC-MAY 2019**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,500 to the Cultus Lake Community and Events Engagement Committee with the grant being funded from the Electoral Area “H” grant-in-aid budget to help offset the costs of the annual Cultus Lake Day event.

*Reference item 7.5 of May 8, 2019 EASC Agenda.*

**12.2 CONSENT AGENDA - ELECTORAL AREAS**

*EAs/Unweighted*

**MOTION FOR CONSIDERATION**

**THAT** the following Consent Agenda item 12.2.1 be endorsed:

**12.2.1 EASC-MAY 2019**

**THAT** the application for a two (2) lot subdivision within the Agricultural Land Reserve for the property located at 1385 Frost Road, Electoral Area “H”, be forwarded to the Agricultural Land Commission for consideration with the following comments from the FVRD Board.

The subject property under the ownership of the applicant over the past few years has lost the appearance of a viable farming operation and the lands appear to be degraded. The property also no longer has farm status. If the Agricultural Land Commission is considering

the approval of the two lot subdivision as proposed, the FVRD Board recommends that the ALC holds the property owner accountable to invest in the property to resume viable farming operations;

**AND FURTHER THAT** the Agricultural Land Commission consider the staff report dated May 8, 2019 under file number 3015-20 2019-05.

*Reference item 9.8 of May 8, 2019 EASC Agenda.*

13. ADDENDA ITEMS/LATE ITEMS
14. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION (14.1 and 14.2)
  - 14.1 Report regarding 'Island 22 Regional Park - Bike Skills Park Upgrades' - May 2019 RACS 367 - 371
  - 14.2 Bill 18 - 2018 Local Government Statutes Amendment Act, 2018 - Housing Needs Reports - May 2019 RACS 372 - 393
15. ITEMS FOR INFORMATION AND CORRESPONDENCE (15.1 and 15.2)
  - 15.1 Fraser Basin Council - Fraser Valley Update, May 2019 394 - 394
  - 15.2 Squamish-Lillooet Regional District Update - April 2019 395 - 397
16. REPORTS BY STAFF
17. REPORTS BY BOARD DIRECTORS
18. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA
19. RESOLUTION TO CLOSE MEETING

*All/Unweighted*

**MOTION FOR CONSIDERATION**

**THAT** the Meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(a) of the *Community Charter* - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;
- Section 90(1)(c) of the *Community Charter* - labour relations or other employee relations;

- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the regional district;
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district;
- Section 90(1)(i) of the *Community Charter* – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- Section 90(2)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between the provincial government or the federal government or both and a third party.

## R E C E S S

20. RECONVENE OPEN MEETING

21. RISE AND REPORT OUT OF CLOSED MEETING

22. ADJOURNMENT

*All/Unweighted*

### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board Open Meeting of May 22, 2019 be adjourned.

May 15, 2019

**BRIEFING NOTE** (Updated with additional information provided to municipal staff)

**SUBJECT: Fraser Valley Express (FVX) Proposed 2020-21 Expansion**

### SUMMARY

At its May 8<sup>th</sup> 2019 meeting the Regional and Corporate Services Committee of the FVRD considered BC Transit's proposal to expand FVX service to the Lougheed SkyTrain station starting in January 2021.

Staff report and presentation is attached for your information. BC Transit's deadline for final commitment is June 28, 2019. BC Transit submits expansion commitments to the province to seek the matching funding required for operating and capital costs in the next provincial budget.

This briefing note has been updated to incorporate additional background information and answers provided to local government staff about the proposal.

### ISSUE

After reviewing the proposal the Committee approved the following resolution, as amended:

**THAT** the Fraser Valley Regional District Board confirm support in principle for the 2020/2021 expansion initiative to extend the Fraser Valley Express service to TransLink's Lougheed SkyTrain station at an annual net cost of \$494,000 subject to further discussions with BC Transit and service area participants regarding timing, costing and service levels;

In addition, the Committee requested more detailed information on the taxation implications for the partners should additional subsidy be required to support the service. This briefing note serves to provide the additional information requested.

### DISCUSSION

#### Purpose of Expansion (the "Why"):

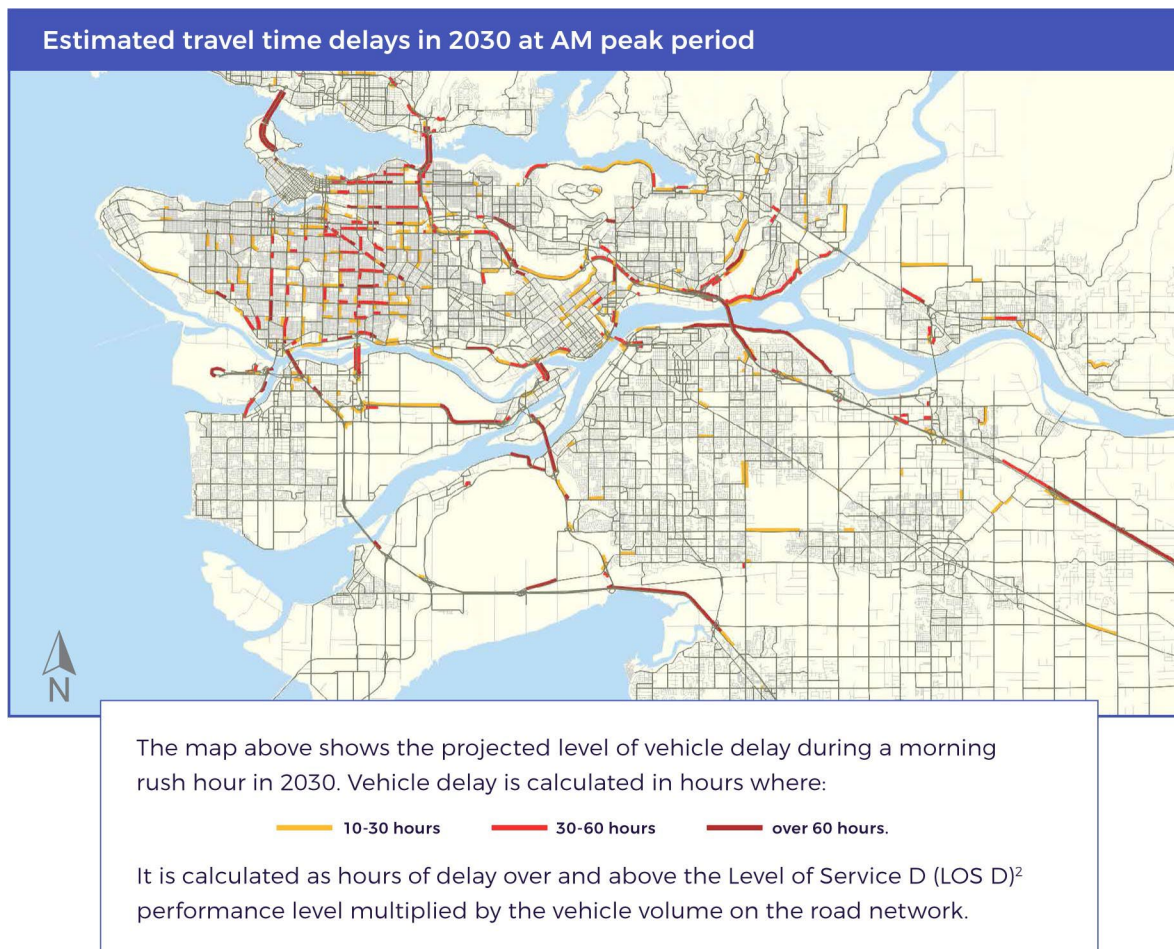
**Strategic Issue: Reducing congestion on Highway 1** is a major concern of the province and local governments throughout the lower mainland. The FVRD and individual local governments have been actively lobbying senior governments to reduce congestion on Highway 1. Reducing the number of cars on the highway is an important component that transit can provide. A number of options to address congestion on Highway 1 are being considered by the province and TransLink.

- The province's recent announcement to extend HOV/Bus lanes on Highway 1 to 264th in Langley and hopefully to Abbotsford and beyond in the future is part of that strategy.
- The province's support of the proposed FVX expansion (through BC Transit funding) is seen as contributing to increasing transit ridership and reducing single occupancy vehicle use on Highway 1.
- TransLink is exploring the use of congestion or mobility charges in the lower mainland as a means of addressing congestion. Highway 1 between Abbotsford and Langley was modelled

for the purpose of this initiative. The Board has considered staff reports in 2017 and 2018 on the TransLink's congestion charge initiative discussing the implications for FVRD residents should mobility pricing be imposed. The Final Independent Commission's (MPIC) report identifies the potential location of a screen line on Highway 1 between Abbotsford and Langley. When and if congestion (or decongestion) charging is implemented in Metro Vancouver, depending on the options selected, FVRD residents will be looking for ways to reduce commuting costs, with transit as a viable option.

TransLink has recently initiated a *Regional Transportation Strategy* looking out to the 2050's <https://www.translink.ca/Plans-and-Projects/Regional-Transportation-Strategy.aspx> so we will likely to be hearing more about addressing congestion and other issues as part of that process.

### Modelling of congestion time delays by 2030 (Metro Vancouver Mobility Pricing Study)



**Cost savings:** Currently when FVX customers want to travel to Lougheed Sky Train Station, they must disembark at the Carvolth exchange (currently the terminus of FVX) and board a Translink bus that takes them the rest of the way. The FVX is a stand-alone service, meaning that the FVX fare is not transferrable to any other service. With this proposal, cost savings would be generated by eliminating the TransLink fare between Carvolth exchange and Lougheed station. Cost savings for FVX customers could be substantial, especially for those paying cash fare – which we know is the majority of customers:

**Current Cash Fares (one way)**

Carvolth to Lougheed	\$2.95	
Carvolth to Granville Station	\$7.15	via SkyTrain
Lougheed to Granville Station	\$4.20	
FVX to Carvolth	\$5.00	

**two-way trip**

	Current	Proposed
FVX	\$10.00	\$10.00
Carvolth to Lougheed	\$5.90	--
Lougheed to Granville	\$8.40	\$8.40
	\$24.30	\$18.40
	\$5.90	daily savings

- Individual travelling into Vancouver twice a week - savings of **\$613 per year**.
- Individual travelling into Vancouver every weekday for 42 weeks - savings of **\$1,239 per year**
- This represents a 24% saving for FVX customers travelling to Vancouver via SkyTrain.

Past census data shows that the incomes of Fraser Valley transit riders are generally more modest. In the interest of poverty reduction, savings of this magnitude could make a difference for regular transit users living on fixed or more modest incomes.

**Customer experience:** Ease of travel is one of the most fundamental aspects driving transit ridership growth. The more times customers have to change from one service to another, or change one form of payment to another, the less likely they are to take transit. If the goal of reducing congestion on Highway 1 is to be realized, increasing transit ridership on Highway 1, utilizing the recently announced HOV/Transit lanes, will be a key element. The more convenient and easy to understand a service is, the more likely people who have not previously taken transit will consider transit as a viable alternative to driving.

**Customer comfort:** At recent Transit Future Action Plan open houses, the public generally expressed support for the FVX but some customers indicated that the lack of facilities at Carvolth was an issue. Customers with health issues (pregnancy, prostate issues for example) or with small children, were concerned about the lack of public washroom facilities noting that it was a challenge, especially in non-peak times when the TransLink 555 (the link to Lougheed Station) bus runs less frequently. Also important

to consider is that there is a bigger challenge when waiting for return trips home to Abbotsford or Chilliwack, which are significantly less frequent.

### **Is TransLink supportive?**

FVRD and BC Transit staff are in regular contact with TransLink on a range of operational and planning issues. As noted above, TransLink is concerned with increasing congestion on Highway 1 and other key locations within Metro Vancouver. TransLink staff are supportive in principle and should the project move forward more specific discussions will take place to establish next steps and roles/responsibilities.

TransLink staff have also indicated that increasing ridership on the FVX and general population and employment growth in the Carvolth exchange area is leading to the 555 buses having capacity issues. The expanded FVX service will reduce pressure on the 555 service. The FVRD does not currently contribute to TransLink Services. The extension of the FVX to Lougheed Station also establishes a step towards more integrated transportation solutions connecting people between Metro Vancouver and the Fraser Valley.

The FVX will not compete with the 555 service as the FVX will not pick-up at Carvolth west-bound or drop-off at Carvolth east-bound.

### **Ridership**

Total ridership for the FVX was estimated to be 232,000 in 2018.

According to BC Transit, it is estimated that the FVRD generates over 800,000 trips each day, with Abbotsford accounting for over 65% of them. Of those daily trips, only 1% are made using transit, while driving accounts for approximately 90% of all daily trips. This compares with approximately 3% of all trips in Kelowna and Kamloops that use transit and 8% in Victoria (Source) The regional and inter-regional travel in the FVRD represents a large portion of the demand. It is estimated that over 10-20% of all daily trips in the FVRD are regional in that they are made between Fraser Valley communities. For inter-regional travel between the FVRD and Metro Vancouver, it is estimated that this accounts 5%-15% of daily travel in the region.

Approximately 55%-60% of boardings on the FVX in the Fraser Valley (Chilliwack and CFV) occur in Abbotsford, however the home communities of these passengers are not known. An additional complication is that the FVX directly competes with the UFV Student Union Shuttle between Chilliwack and the Carvolth exchange (UFV shuttle picks up and drops off in the Carvolth Park & Ride parking lot), meaning that some customers may, for example, use the UFV Shuttle to travel from UFV Abbotsford to UFV Chilliwack then use Chilliwack transit and the FVX on the return trip. These customers will not be recorded as boarding in Abbotsford.

Estimated stop activity per weekday, including Carvolth exchange:

Abbotsford	37.6%
Chilliwack	23.6%
Carvolth	38.9%

The most recent FVX expansion of doubling service on weekends and holidays has resulted in an almost doubling of ridership (92%) on those days.



## Public interest & long range planning

The extension of an express bus route to the Lougheed SkyTrain Station was considered in both the Central Fraser Valley and Chilliwack Transit Future Plans' 25 year vision (2012-2013).

Recent survey results (2019) from the Transit Future Action Plan (Chilliwack) indicates support for expanding into Metro Vancouver. Respondents were asked to identify their top two priorities for the FVX, and expanding service into Metro Vancouver had the most individual votes and received 36%.

### 66 Fraser Valley Express – Rapid Transit

- |  |  |
|--|--|
| <input type="checkbox"/> Introduce Highway 1 bus lanes       | <input type="checkbox"/> Expand Park & Ride facilities |
| <input type="checkbox"/> Increase midday trip frequency      | <input type="checkbox"/> Other (please describe)       |
| <input type="checkbox"/> Increase peak trip frequency        | <input type="checkbox"/> This does not affect me       |
| <input type="checkbox"/> Expand service into Metro Vancouver |  |

Other (Please Describe)

According to a 2016 FVX implementation review report prepared by BC Transit shortly after implementation, Chilliwack and Abbotsford respondents were evenly split between taking the FVX for work or shopping/recreation purposes. Metro Vancouver residents using the service were primarily (more than 60%) using it for shopping/recreation and school (UFV). Additionally, while the FVRD does not receive a large number of complaints on the FVX service, of the 34 written customer complaints/requests received in the last 11 months (not including phone calls):

- 14% were related to a bus leaving early or arriving late
- 26% were requests for better fare integration with other regional transit services, including TransLink's service.
- 29% were requests for higher level of frequency – starting earlier and ending later. (50% of these requests for extended service were so they can connect to TransLink's system better)
- 29% were requests for connection to the sky train station – these requests ramped up after greyhound ended service last year.



## Ridership Potential

FVRD Trip Diary Report (2014):

Figures 4.1a - Trips from Abbotsford

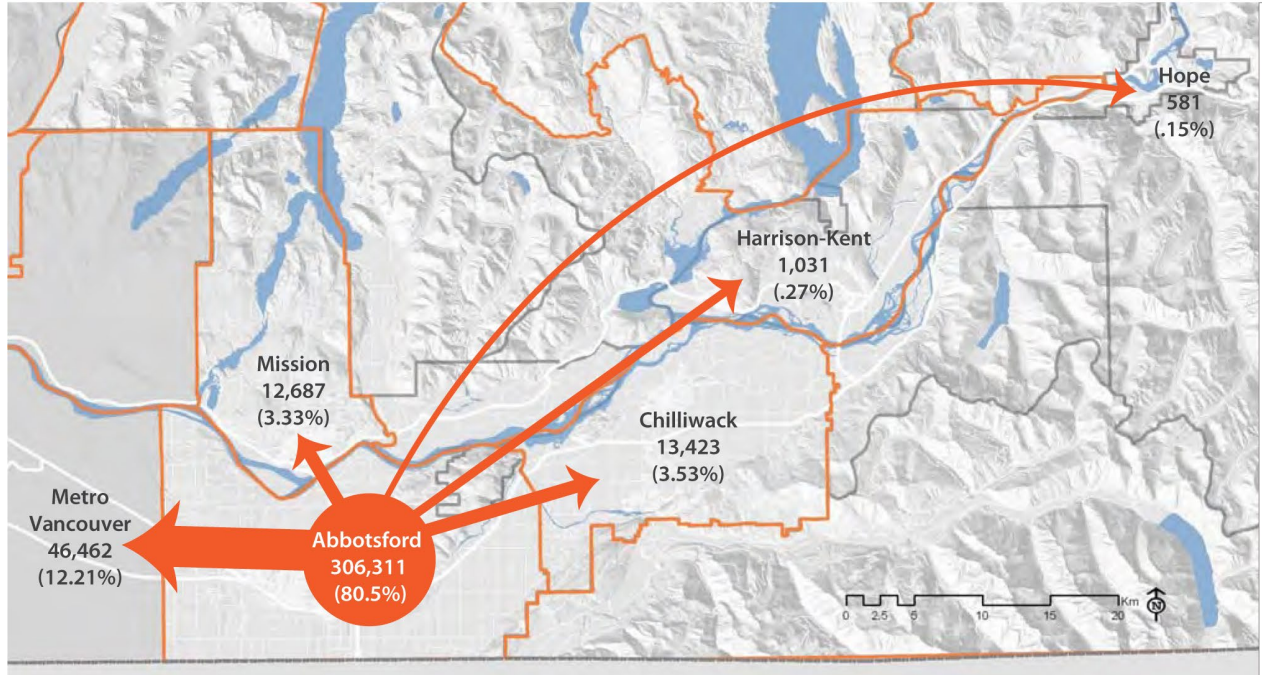
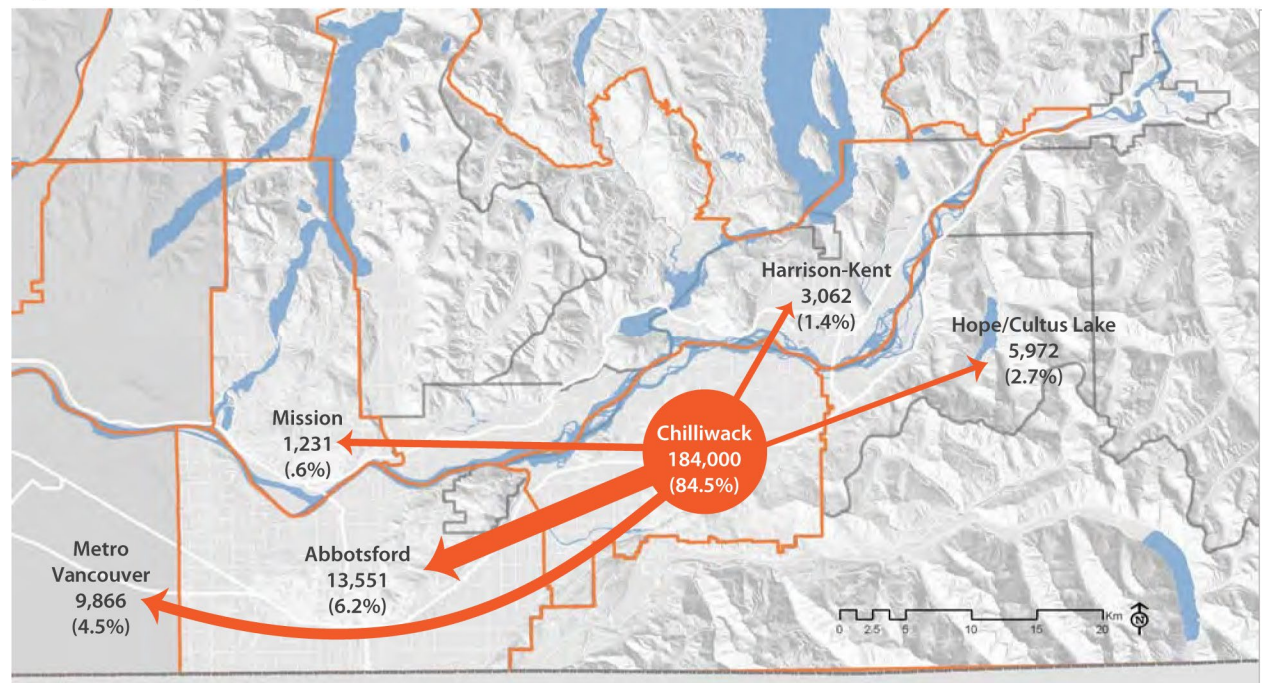


Figure 4.2a - Trips from Chilliwack



### Financial:

Costs for the service are shared by the municipal partners per the *Fraser Valley Express sub-regional transit service area establishment Bylaw No. 1236, 2013* as amended.

Per the Bylaw, the split as negotiated between the two parties (City of Abbotsford and City of Chilliwack):

City of Abbotsford	63.8%
City of Chilliwack	36.2%

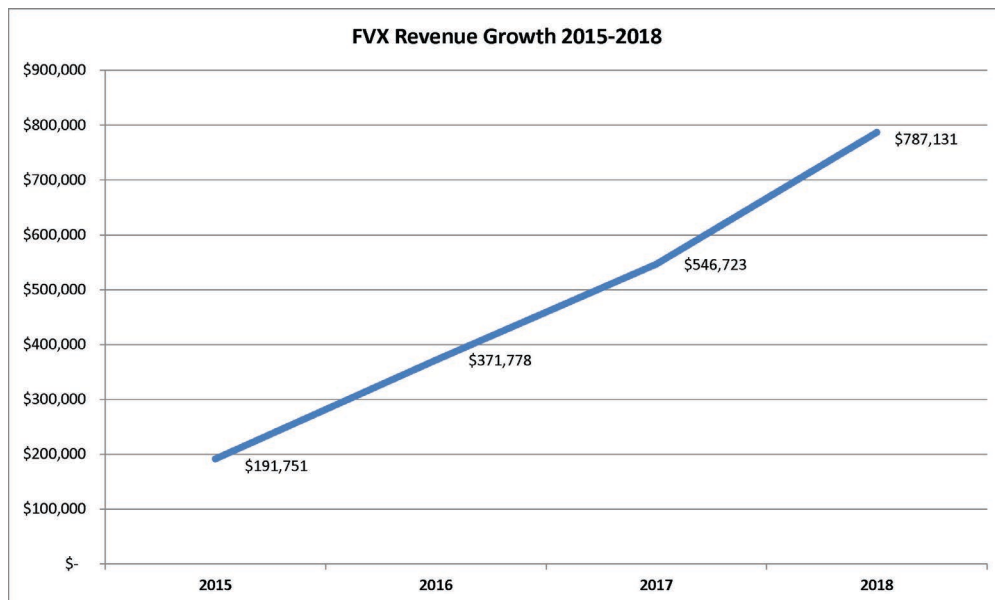
### Current tax requisition level:

City of Abbotsford	\$444,003
<u>City of Chilliwack</u>	<u>\$251,927</u>
Total	\$695,930

### 2018 revenues: (used to offset funding required from taxes)

Total	\$787,131
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### FVX revenue growth 2015-2018:



## Proposal:

PROPOSED EXPANSION INITIATIVES						
AOA Period	In Service Date	Annual Hours	Vehicle Requirements	Estimated Annual Revenue	Estimated Annual Total Costs	Estimated Annual Net Municipal Share
2020/21	Jan-21	6,000	4	\$141,696	\$1,061,843	\$494,436
		Description	Expanding service to Lougheed Skytrain Centre			

AOA = Annual Operating Agreement

BC Transit's share of transit system funding is set in legislation. BC Transit funds 46.69% of conventional transit systems with the remaining 53.31% funded by local government. The municipal share is made up of property taxes offset by revenue collected from the transit system fares.

Revenue growth has been strong from the outset, successfully funding expansions without incurring an additional tax subsidy. Per the staff report, it is possible that additional ridership and resulting revenues will cover the additional cost of the service, but the expansion as currently proposed by BC Transit, may require an additional subsidy from taxpayers.

Should an expanded FVX service require partial taxation subsidy, it is estimated to cost \$0.15 per \$100,000 of assessed value for every \$100,000 increase in taxation subsidy.

## Tax Scenarios:

- Total net municipal share \$494,436 per the proposal
- 2018 income statement - surplus of \$262,335.

potential shortfall	63.8% Abbotsford	36.2% Chilliwack
\$ 494,436	\$ 315,450	\$ 178,986
\$ 230,000	\$ 146,740	\$ 83,260
\$ 100,000	\$ 63,800	\$ 36,200
\$ 0	\$ 0	\$ 0

**Scenario 1-**

- Assessed value \$700,000 home
- \$0.15 per \$100,000 of assessed value for every 100,000 increase in taxation subsidy

potential shortfall	Additional tax
\$ 494,436	\$ 5.19
\$ 230,000	\$ 2.42
\$ 100,000	\$ 1.05
\$ 0	\$ 0

**Scenario 2 -**

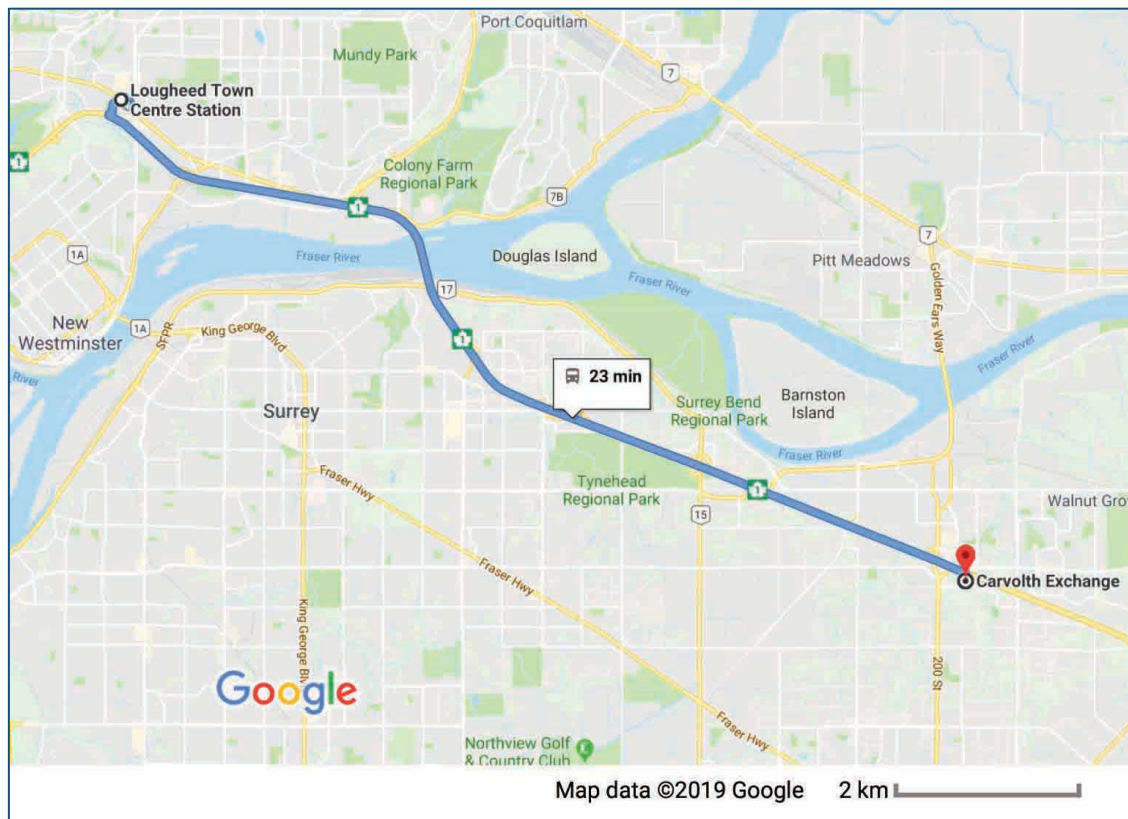
- Assessed value \$500,000 home
- \$0.15 per \$100,000 of assessed value for every 100,000 increase in taxation subsidy

potential shortfall	Additional tax
\$ 494,436	\$ 3.71
\$ 230,000	\$ 1.73
\$ 100,000	\$ 0.75
\$ 0	\$ 0



### Additional information:

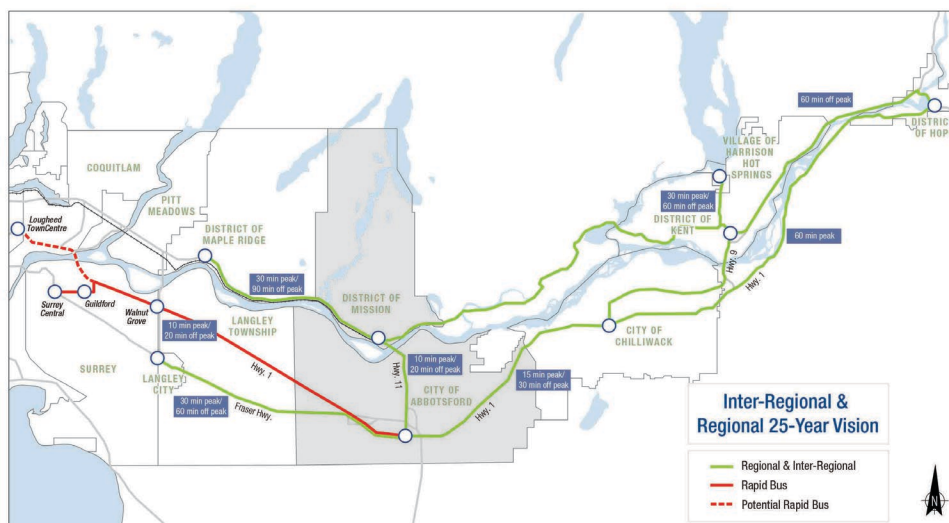
- BC Transit confirms that the expansion would be an extension of the current service levels of 17 trips per weekday and 8 trips on weekends/holidays to the Lougheed Station.
- There is an opportunity to phase-in the expansion. However, BC Transit indicates that from a service design perspective, it may be more strategic to do it all at once or there is a risk over-complicating the service with resulting variations. One of the reasons the route is currently so effective is because it is simple and easy to use for customers.
- Proposed service extension will require approval from TransLink, who is aware of the proposal at the staff level.
- Lougheed station provides connections to the Expo and Millennium lines and the Evergreen extension to Coquitlam.
- Proposed route: The buses will stop at Carvolth, but only to drop off passengers at the Carvolth exchange west-bound and pick up passengers east-bound. Metro Vancouver customers will continue to access TransLink services.



- TransLink SkyTrain, B-Line & Seabus Network:



- Transit Future Plan [Abbotsford-Mission] 2013:



To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Alison Stewart, Manager of Strategic Planning

File No: 8330-02-19744

**Subject: BC Transit Update and Service Expansion Planning 2020-21**

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## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board confirm support in principle for the 2020/2021 expansion initiative to extend the Fraser Valley Express service to TransLink's Lougheed Sky Train station at an annual net cost of \$494,000 subject to further discussions with BC Transit regarding timing and service levels;

**AND THAT** BC Transit and the FVRD undertake more detailed costing analysis relating to the potential 2021-2022 service expansions to:

- North Fraser Valley: subject to public engagement and local government support, implement transit service on the north side of the Fraser River between the District of Kent and District of Mission.
- Agassiz-Harrison and Hope: subject to municipal approval, improve and expand regional services in the eastern Fraser Valley based on items identified in the Transit Future Action Plan.
- Cultus Lake: year-round service subject to local government support.

## STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship  
 Foster a Strong & Diverse Economy  
 Support Healthy & Sustainable Community  
 Provide Responsive & Effective Public Services

## PRIORITIES

Priority #4 Tourism

## BACKGROUND

Each year BC Transit evaluates numerous expansion requests from Local Government partners throughout the province, including the Fraser Valley Regional District (FVRD). The purpose of this evaluation process is to secure commitment from both the provincial government and local partners, allowing BC Transit to proceed with its strategic planning for the upcoming three year funding cycle.

By communicating proposed expansion initiatives as far in advance as possible, BC Transit is trying to achieve three important goals:

1. Ensure 3 year expansion initiatives are aligned with the expectations of local governments.
2. Attain a commitment from local governments to allow BC Transit to proceed with the procurement and management of resources necessary to implement transit service expansions.

3. Provide local government partners with enhanced 3 year forecasts to identify longer term funding requirements.

## DISCUSSION

The FVRD currently coordinates three sub-regional transit services: the Fraser Valley Express (FVX #66), the Agassiz-Harrison Connector (AGH #11) and the Hope service (Hope #22). Two of the services, the FVX and Hope #22 have been implemented in the last four years. There is potential for further expansion within BC Transit's proposed 3 year expansion cycle for the development of additional sub-regional transit services. A summary of the three transit services, and most recent ridership estimates is attached.

In accordance with BC Transit's strategic planning process, the FVRD is considering several service expansions, as outlined below. Some expansions may be identified through the ongoing Transit Future Action Plan (TFAP) process. It is important to note that expansion funding may be used not only for increased service levels (increased frequency, service span or coverage), but also for addressing issues of reliability and on-time performance – all of which are key to sustaining and growing a successful transit system.

The feasibility of any potential transit expansion within the FVRD is dependent on new storage and maintenance facilities in Chilliwack and Abbotsford – both of which are operating beyond their designed capacity. The City of Abbotsford is currently working with the province and BC Transit on the development of a new transit facility for the Central Fraser Valley (CFV) system. While early in the construction phase, this new facility will address existing operational issues and allow for future growth and service expansion on the CFV system.

Initiatives in years 2 and 3 of the expansion planning horizon will require more detailed planning by BC Transit prior to any meaningful consideration by the FVRD and its member municipalities. For example, the implementation of transit service between the District of Kent and District of Mission will include community engagement and surveying, routing and costing analysis, and a summary of the necessary next steps if the service were to proceed. Likewise, any potential expansion of the Cultus service will require similar analysis by BC Transit and community support. Any additional analysis relating to the FVRD will have to align with BC Transit's existing work plan and their ability to undertake additional planning projects.

**FVX expansion:** The proposed expansion of the FVX to directly serve the Lougheed Sky Train station in Burnaby is the most extensive service expansion since the service's introduction in 2015. The expansion, if supported, is currently planned for January 2021 implementation. The proposal follows on discussions at the February 26, 2019 Committee of the Whole Budget Review, where the Board was informed of ongoing discussions between BC Transit and TransLink to extend FVX service to the Lougheed Sky Train station. This will significantly increase convenience for FVX customers wishing to access TransLink's Sky Train network, including connections to Surrey, Coquitlam, downtown Vancouver and Vancouver International Airport. It will also improve access for Metro Vancouver residents working and visiting the Fraser Valley.



The FVX has been successful from its introduction with double digit gains every year. In 2018, the system carried an average 19,300 rides per month (232,000 riders annually). While it is difficult to predict the take-up of service expansions, the most recent expansion of doubling FVX service on weekends and holidays has resulted in an almost doubling (92%) of ridership on those days, indicating a significant pent up demand for the improved service.

Extending the service to Sky Train has been a repeated request from FVX customers destined for locations in Burnaby and beyond. With few public facilities or amenities at the Carvolth exchange, a direct connection to Sky Train will improve customer experience and make transit a more viable commuting option. Improved customer experience will also come from the introduction of HOV/Bus lanes further into the Fraser Valley which will improve transit reliability.

This proposed expansion will add 6,000 hours of service to the route and will require four additional buses. This represents a 45% increase in the number of hours currently provided on the route. The estimated municipal cost of this expansion is \$494,000, net of estimated additional revenues. With significant ridership growth on the FVX, revenues were approximately \$787,000 in 2018. The service's income statement for 2018 shows there was a total overall surplus of \$262,335 and as of December 31, 2018 the FVX surplus account is sitting at \$376,320. It is possible that additional ridership and resulting revenues will cover the additional cost of the service, but the expansion as currently proposed by BC Transit, may require an additional subsidy from taxpayers. Without more clarity from BC Transit on the proposed level of service and whether there could be an option to phase the expansion in over time, the additional subsidy required is not clear.

#### **Timeline:**

##### **2020/21**

- Extend the Fraser Valley Express service to TransLink's Lougheed Sky Train station at an annual net cost of \$494,000;

##### **2021/22**

- North Fraser Valley: subject to public engagement and local government support, implement transit service on the north side of the Fraser River between the District of Kent and District of Mission.
- Agassiz-Harrison and Hope: subject to local government approval, improve and expand regional services in the eastern Fraser Valley based on items identified in the Transit Future Action Plan.
- Cultus Lake: year-round service, subject to local government support. The net local cost for this expansion has not been determined.

These initiatives will be formalized in a Memorandum of Understanding (MOU) between the FVRD and BC Transit to initiate the work.

## **COST**

With the exception of the 2020/21 FVX expansion to Lougheed Sky Train station in Burnaby (approximately \$494,000), the costs relating to year 2 and 3 are currently unknown and will require further analysis by BC Transit.

Should an expanded FVX service require partial taxation subsidy, it is estimated to cost \$0.15 per \$100,000 of assessed value for every \$100,000 increase in taxation subsidy. The current tax requisition level is \$695,930.

## **CONCLUSION**

The 3 year expansion initiative process helps determine the expectations of local governments and allows BC Transit to proceed with the procurement and management of resources necessary to implement transit service expansions. The BC Transit strategic planning process also allows local governments the ability to identify longer term funding requirements and budget accordingly. Staff will return with more detailed costing analysis when it has been provided by BC Transit.

## **COMMENTS BY:**

**Stacey Barker, Director of Regional Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

## Fraser Valley Regional Transit Agassiz Harrison (Rt. 11), Hope (Rt. 22) and FVX (Rt. 66)

### *Route 11: Agassiz-Harrison Transit (AGH)*

- Chilliwack-Agassiz-Harrison transit service consists of one route (Route 11). This route provides regional service between Harrison Hot Springs, Agassiz, Cheam, Popkum, Bridal Falls, Rosedale and downtown Chilliwack.
- In 2013 the AGH system received an upgrade with the addition of 2 higher capacity “Vicinity buses”. This service expansion was one of the short term priorities in the 2012 Transit Future Plan.
- Connections can be made to the local Chilliwack Transit system and/or the FVX Route 66.
- The route allows “on-request” pick-up and drop-off service as an extension of the fixed-route in certain eligible areas during off-peak times.

#### Fast facts

- There are 11 trips per weekday (13 on Fridays) outbound from Chilliwack to Harrison Hot Spring and 12 trips per weekday (14 on Fridays) inbound to Chilliwack with a service span between 5:20 am and 7:06. The 2 additional trips on Fridays extend service to 11:12 pm.
- There are 9 two way trips on Saturdays.
- Sunday and holiday service is provided during the summer (July 1 to Labour Day) with 4 trips daily
- The system averages 4,500 rides per month (54,000 rides annually)

### *Route 22 – Hope Transit*

- Transit Service connecting the District of Hope to the Town of Agassiz began in September 2017.
- Hope service was one of the medium to long-term priorities in the 2012 transit plan.
- Route 22 connects to route 11 in Agassiz, where passengers can continue on to Chilliwack (or Harrison Hot Springs) and further connect with the FVX
- The route provides services to Seabird Island Band and in September 2018 service was expanded to include a stop at Chawathil First Nation.

#### Fast facts

- There are 4 trips daily Monday – Saturday outbound from Agassiz to Hope and 4 trips back.
- Monday to Friday service span is 6:00 am to 6:26 pm and 8:00 am to 5:31 pm on Saturdays. There is currently no service on Sundays or holidays and no mid-day service.
- In 2018, its first full year, the service has carried an average 700 passengers per month (approx. 8,400 rides annually) but more recently is averaging 800 per month.
- The route provides a limited transit service within Hope, providing connections to the Hope Recreation Centre, Fraser Canyon Hospital and Silver Creek neighbourhood.

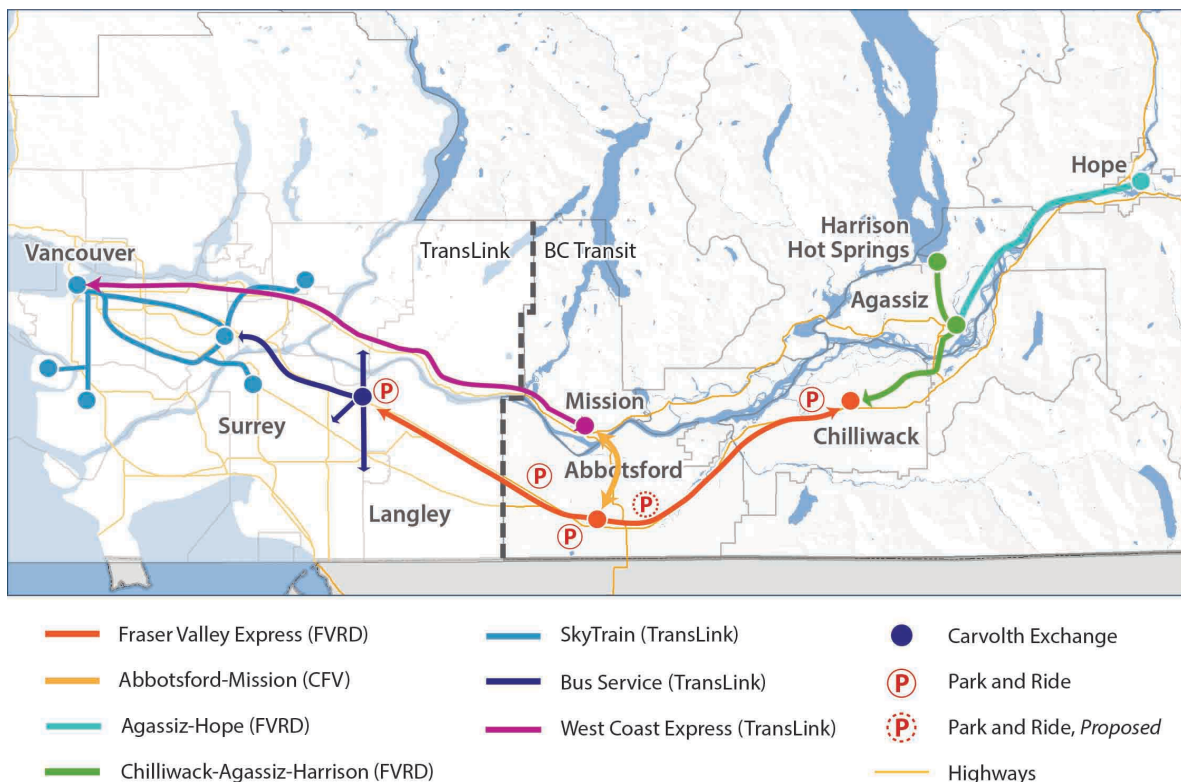
## Route 66 – Fraser Valley Express (FVX)

- The FVX was introduced to the Fraser Valley in April 2015. The FVX is a limited stop service connecting Chilliwack, Abbotsford and TransLink services at the Carvolth Exchange in Langley.
- The FVX was one of the short term priorities in the 2012 Transit Future Plan.
- The FVX has been very successful with total ridership growing continuously since it was initiated.
- Ridership has generated enough revenue to finance the expansion of service hours without requiring additional tax requisition.
- Service expansions have included higher frequency trips during peak travel times, introducing Sunday and holiday service and doubling the number of trips on weekends and holidays.

### Fast Facts

- In 2018, the system carried an average 19,300 rides per month (232,000 riders annually)
- In September 2018 frequency was doubled on weekends and holidays to eight trips each way between Chilliwack and the Carvolth Exchange in Langley.
- Weekend ridership has almost doubled (92% increase) with this latest expansion.

**Combined, the three FVRD regional transit routes carried over 294,000 passengers in 2018.**



NOTE: Ridership based on APC (automated passenger counter) data and on-board ride count surveys

# **FRASER VALLEY REGIONAL DISTRICT**

## **BOARD OF DIRECTORS MEETING**

### **OPEN MEETING MINUTES**

Thursday, April 25, 2019  
(Immediately following the FVRHD Board Meeting)  
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Jason Lum, City of Chilliwack, Chair  
Director Patricia Ross, City of Abbotsford, Vice Chair  
Director Henry Braun, City of Abbotsford  
Director Pam Alexis, District of Mission  
Director Dennis Adamson, Electoral Area B  
Director Wendy Bales, Electoral Area C  
Director Kelly Chahal, City of Abbotsford  
Director Hugh Davidson, Electoral Area F  
Director Bill Dickey, Electoral Area D  
Director Taryn Dixon, Electoral Area H  
Director Orion Engar, Electoral Area E  
Director Leo Facio, Village of Harrison Hot Springs  
Director Brenda Falk, City of Abbotsford  
Director Carol Hamilton, District of Mission  
Director Chris Kloot, City of Chilliwack  
Director Dave Loewen, City of Abbotsford  
Director Bud Mercer, City of Chilliwack  
Director Ken Popove, City of Chilliwack  
Director Sylvia Pranger, District of Kent  
Director Terry Raymond, Electoral Area A  
Director Peter Robb, District of Hope  
Director Ross Siemens, City of Abbotsford  
Director Al Stobbart, Electoral Area G

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services  
Tareq Islam, Director of Engineering & Community Services  
Margaret-Ann Thornton, Director of Planning & Development  
Stacey Barker, Director of Regional Services  
Milly Marshall, Director of EA Special Projects  
Jaime Reilly, Manager of Corporate Administration

Christina Vugteveen, Manager of Parks Operations  
Trina Douglas, Manager of Contracted Services  
Jody Castle, Manager of Recreation Services  
Tyler Davis, Support Analyst  
Chris Lee, Executive Assistant  
Tina Mooney, Executive Assistant to CAO and Board (Recording Secretary)

Also Present: Dr. Victoria Lee, Brenda Liggett (*with respect to item 3.1*), Sean Reid (*with respect to Item 3.2*) and 5 members of the public were present.

**1. CALL TO ORDER**

Chair Lum called the meeting to order at 7:36 p.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By FALK  
Seconded By POPOVE

**THAT** the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of April 25, 2019 be approved;

**AND THAT** all delegations, reports, correspondence committee and commission minutes, and other information set to the Agenda be received for information.

**CARRIED  
All/Unweighted**

**3. DELEGATIONS AND PRESENTATIONS**

**3.1 Sean Reid, Partner, KPMG Enterprise**

Sean Reid, Partner, KPMG Enterprise provided a presentation with respect to the Audit Findings Report for the Fraser Valley Regional District for the year ended December 31, 2018.

Mr. Reid reviewed the completed audits and explained the process his team followed for testing and researching various transactions throughout the year.

**3.1.1 2018 Fraser Valley Regional District Financial Statements**

Moved By KLOOT  
Seconded By ROSS

**THAT** the Fraser Valley Regional District Board approve the 2018 DRAFT Financial Statements for the Fraser Valley Regional District.

**CARRIED**  
**All/Unweighted**

**4. BOARD MINUTES & MATTERS ARISING**

**4.1 Board Meeting - March 20, 2019**

Moved By FACIO

Seconded By DICKEY

**THAT** the Minutes of the Fraser Valley Regional District Board Open Meeting of March 20, 2019 be adopted.

**CARRIED**  
**All/Unweighted**

**5. COMMITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING**

The following Commission minutes were provided for information:

5.1 Regional and Corporate Services Committee - March 12, 2019

5.2 Draft Regional and Corporate Services Committee - April 9, 2019

5.3 Electoral Area Services Committee - March 12, 2019

5.4 EASC Strategic Planning Session - March 15, 2019

5.5 Draft Electoral Area Services Committee - April 9, 2019

5.6 Draft Fraser Valley Aboriginal Relations Committee - April 11, 2019

**6. CORPORATE ADMINISTRATION**

**6.1 Building Bylaw and BC Building Code Contraventions at 58470 Laidlaw Road, EA B, FVRD, BC (legally described as: Parcel "A" (Ref Plan 13236) South Half District Lot 8 Group 1 Yale Division Yale District (PID 013-082-787)**

Moved By ADAMSON

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 58470 Laidlaw Road Electoral Area B, Fraser Valley Regional District, British Columbia (legally described as: Parcel "A" (Reference Plan 13236) South Half District Lot 8 Group 1 Yale Division Yale District (PID: 013-082-787)).

**CARRIED**

**All/Unweighted**

**6.2 INDIGENOUS AFFAIRS**

**6.2.1 Cannabis Regulation on-Reserve in BC**

The memo of Jessica Morrison, Policy Analyst – Indigenous Relations dated April 11, 2019 was provided for information.

**6.2.2 Changes to the Heritage Conservation Act**

The memo of Jessica Morrison, Policy Analyst – Indigenous Relations dated April 11, 2019 was provided for information.

**6.2.3 Recent Consultation and Accommodation Case Law Update**

The memo of Jessica Morrison, Policy Analyst – Indigenous Relations dated April 11, 2019 was provided for information.

**6.2.4 Adoption of Calls to Action 43, 47, and 57 as the Indigenous Relations Program Framework**

Moved By LOEWEN  
Seconded By FALK

**THAT** staff organize a workshop for the Fraser Valley Regional District Committee of the Whole to explore adopting Calls to Action 43, 47, and 57 of the Final Report of the Truth and Reconciliation Commission (TRC) as the guiding framework of the FVRD Indigenous Relations Program.

**CARRIED  
All/Unweighted**

**6.2.5 Committee Name Change**

Moved By RAYMOND  
Seconded By KLOOT

**THAT** the Fraser Valley Regional District Board support the amendment of the Fraser Valley Aboriginal Relations Committee (FVARC) Terms of Reference to reflect a change to the name of the committee to the Regional Indigenous Relations Committee (RIRC).

**CARRIED  
All/Unweighted**

**7. FINANCE**

**7.1 Board Remuneration – Municipal Officer's Expense Allowance Exemption Elimination**



Discussion ensued regarding how the Board remuneration – Municipal Officer's Expense Allowance Exemption Elimination has been dealt by other municipalities and the following motion resulted:

Moved By KLOOT  
Seconded By POPOVE

**THAT** the Board direct Staff to adjust remuneration levels for all Board Directors to achieve wage parity with remuneration levels prior to the elimination of the Municipal Officer's Expense Allowance Exemption.

**CARRIED  
All/Weighted**

**Directors Alexis, Braun, Chahal, Dixon, Falk, Hamilton, Loewen and Siemens Opposed**

## **8. BYLAWS**

### **8.1 FVRD Parks Regulations, Fees and Other Charges Amendment Bylaw No. 1521, 2019**

Moved By KLOOT  
Seconded By MERCER

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Parks Regulations, Fees and Other Charges Amendment Bylaw No. 1521, 2019*.

**CARRIED  
All/Weighted**

Moved By STOBART  
Seconded By ROBB

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Parks Regulations, Fees and Other Charges Amendment Bylaw No. 1521, 2019*.

**CARRIED  
All/Weighted**

Moved By ADAMSON  
Seconded By CHAHAL

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Parks Regulations, Fees and Other Charges Amendment Bylaw No. 1521, 2019*.

**CARRIED  
All/Weighted (2/3 Majority)**

**8.2 FVRD Yale Water System Regulations, Fees and Other Charges  
Establishment Bylaw No. 1514, 2019, Electoral Area "B"**

Moved By ADAMSON  
Seconded By ALEXIS

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Yale Water System Regulations, Fees and Other Charges Establishment Bylaw No. 1514, 2019*.

**CARRIED  
All/Weighted**

Moved By STOBART  
Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Yale Water System Regulations, Fees and Other Charges Establishment Bylaw No. 1514, 2019*.

**CARRIED  
All/Weighted**

Moved By LOEWEN  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Yale Water System Regulations, Fees and Other Charges Establishment Bylaw No. 1514, 2019*.

**CARRIED  
All/Weighted (2/3 Majority)**

**8.3 FVRD Bylaw No. 1522, 2019 - Hatzic Prairie Water Fees and Charges  
Amendment, Electoral Area "F"**

Moved By DAVIDSON  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Fees and Regulations Amendment Bylaw No. 1522, 2019*.

**CARRIED  
All/Weighted**

Moved By STOBART  
Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Fees and Regulations Amendment Bylaw No. 1522, 2019*.

**CARRIED**  
**All/Weighted**

Moved By DAVIDSON  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Fees and Regulations Amendment Bylaw No. 1522, 2019*.

**CARRIED**  
**All/Weighted (2/3 Majority)**

**8.4 FVRD Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019, Electoral Area "H"**

Moved By DIXON  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*.

**CARRIED**  
**All/Unweighted**

Moved By DIXON  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*.

**CARRIED**  
**All/Unweighted**

**8.5 FVRD Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019, Electoral Area "H"**

Moved By DIXON  
Seconded By ROBB

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.

**CARRIED**  
**All/Unweighted**

Moved By ADAMSON  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.

**CARRIED**  
**All/Unweighted**

**8.6 FVRD Electoral Area D Zoning Amendment Bylaw No. 1518, 2019 - 10180 Royalwood Boulevard, Electoral Area “D” to facilitate an increase in lot coverage.**

Moved By DICKEY  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* to rezone the property located at 10180 Royalwood Boulevard from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3) to facilitate an increase in lot coverage from 25% (SBR-2) to 40% (SBR-3) for the construction of a single family dwelling and detached garage;

**THAT** the *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* to Director Dickey, or his alternate in his absence;

**THAT** Director Dickey or his alternate in his absence preside over and Chair the Public Hearing with respect to proposed *Bylaw 1518, 2019*;

**AND THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Bylaw 1518, 2019* in accordance with the Local Government Act;

**AND FURTHER THAT** in the absence of Director Dickey, or his alternate in his absence at the time of Public Hearing with respect to proposed *Bylaw 1518, 2019* the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**CARRIED**  
**EAs/Unweighted**

Moved By RAYMOND  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Bylaw 1518, 2019*.

**CARRIED**  
**All/Weighted**

**8.7 Community Sanitary Sewer Servicing in North Cultus, Electoral Area "H"**

Moved By DIXON  
Seconded By DICKEY

**THAT** in accordance with the FVRD Development Procedures Bylaw No. 1377, 2016 the Fraser Valley Regional District Board defer consideration of new bylaw amendments and new development applications proposing to connect to the North Cultus Sewer System, until such time that a policy guiding additional sanitary servicing and service expansion in North Cultus is adopted.

**CARRIED**  
**All/Unweighted**

**9. PERMITS**

**9.1 Application for Development Variance Permit 2019-02 to vary the rear setback requirement for an accessory structure at 47052 Snowmist Place, Electoral Area "C"**

Chair Lum provided an opportunity for the public comments. No comments were offered.

Moved By BALES  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-02 to vary the rear setback for an accessory building at 47502 Snowmist Place from 5.0 metres to 1.5 metres, subject to consideration of any comments or concerns raised by the public.

**CARRIED**  
**EAs/Unweighted**

**9.2 Application for Development Variance Permit 2019-06 to reduce the side setback to permit the reconstruction/addition to an agricultural building at 11180 Popkum Road North, Electoral Area "D"**

Chair Lum provided an opportunity for the public comments. No comments were offered.

Moved By DICKEY  
Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-06 to reduce the side setback from 7.62 metres (25 feet) to 0 metres (0 feet), to facilitate the reconstruction/addition to an agricultural building at 11180 Popkum Road North, Area "D", subject to consideration of any comments or concerns raised by the public.

**CARRIED**  
**EAs/Unweighted**

Moved By DICKEY  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with this application, including a Section 219 restrictive covenant tying the sale of either of the two properties to the other to address existing and new construction built across the side lot line and to restrict the use of the building to agricultural storage.

**CARRIED**  
**All/Weighted**

**9.3     Application for Development Variance Permit 2019-08 to waive requirements related to exceptions to minimum parcel size to facilitate at two (2) lot subdivision at 54660 Trans Canada Highway, Electoral Area "A"**

Chair Lum provided an opportunity for the public comments. No comments were offered.

Moved By ADAMSON  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-08 to vary requirements related to exemptions to minimum parcel size to facilitate a two (2) lot subdivision at 54660 TransCanada Highway, Area "A", subject to consideration of any comments or concerns raised by the public.

**CARRIED**  
**EAs/Unweighted**

**10.     CONTRACTS, COVENANTS AND OTHER AGREEMENTS**

**10.1     Renewal of Glen Valley and Matsqui Trail Regional Parks Operating & Maintenance Agreement**

Moved By STOBART  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board grant a one (1) year extension to March 31, 2020 to the Glen Valley Regional Park and Matsqui Trail Regional Park Operating and Maintenance Agreement with the City of Abbotsford for the amount of \$527,900.

**CARRIED  
All/Weighted**

**10.2 Hatzic Prairie Water System Legacy Debt**

Moved By DAVIDSON  
Seconded By RAYMOND

**THAT** staff be directed to enter into a Capital Improvement Construction Fee Agreement with the owners of the property located at 11426, 11210 and 11082 Sylvester Road not connecting into the Hatzic Prairie Water System Sylvester Road Extension.

**CARRIED  
All/Weighted**

**10.3 Northside Transfer Station Hauling Contracts**

Moved By BALES  
Seconded By MERCER

**THAT** the Fraser Valley Regional District authorize its signatories to execute a contract with Valley Waste and Recycling the contract to provide bin hauling services for the Sylvester Road, Harrison Mills and Hemlock Valley Transfer Stations.

Discussions ensued about the procurement process and the Fraser Valley Regional Districts Purchasing and Procurement Policy.

Director Wendy Bales left the meeting at 8:15 p.m. and returned to the meeting at 8:15 without voting.

**CARRIED  
All/Weighted**

**11. OTHER MATTERS**

None.

**12. CONSENT AGENDA**

**12.1 CONSENT AGENDA - FULL BOARD**

Moved By ALEXIS  
Seconded By SIEMENS

**THAT** the following Consent Agenda items 12.1.1 to 12.1.5 be endorsed:

**12.1.1 THAT** the Fraser Valley Regional District Board approve an allocation of \$15,000 from the Cascade Lower Canyon Community Forest 2018 Dividend to the RiverMonsters Swim Club's campaign to support the

installation of replacement diving blocks at the Dan Sharrers Aquatic Centre in Hope.

**12.1.2 THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Boston Bar North Bend Enhancement Society in the amount of \$2,000 to be funded from the 2019 Electoral Area “A” grant-in-aid budget to assist with the costs of publishing the community newsletter.

**12.1.3 THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Hope River Monsters Swim Club, funded from the 2019 Electoral Area “B” grant-in-aid budget to help offset the costs of wireless adaptors, signage, t-shirts, fins and storage equipment.

**12.1.4 THAT** the Fraser Valley Regional District Board endorse the application received February 27, 2019 for temporary changes to the liquor licence for the Sasquatch Inn Ltd (46001 Loughheed Highway, Electoral Area C) with the following comments:

The Board has no objection to the planned events and requested changes to the Liquor Licence, subject to the following items being addressed:

1. Temporary provisions for vehicular parking to ensure the requirements identified in the current local *Zoning* for the property are being followed (one parking spot per three seats provided for patron use), as outlined in the *Zoning Bylaw No. 100, 1979* for Electoral Area C; and
2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant loads pursuant to the Provincial Sewerage Regulation.

**12.1.5 THAT** the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2019-02 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on May 25, 2019, subject to the receipt of all required documentation necessary to complete the application;

**AND THAT** the Fraser Valley Regional District Board waive the requirement for a security fee;

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2019-02.

**CARRIED  
All/Unweighted**

### **13. ADDENDA ITEMS/LATE ITEMS**

None.



**14. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION (14.1 - 14.4)**

The following reports were provided for information only:

**14.1 Report regarding 'Radon Awareness in the FVRD' - April 2019 RACS**

**14.2 Report regarding 'Corporate Fleet and Electric Vehicle Suitability Assessment' Revised - April 2019 RACS**

**14.3 Summary of Legislative Changes to Agricultural Land Reserve Regulation and Agricultural Land Commission Act - April 2019 EASC**

**14.4 Report regarding 'Canada Day 2019' - April 2019 RCASC**

**15. ITEMS FOR INFORMATION AND CORRESPONDENCE (15.1 - 15.6)**

The following items were provided for information only:

**15.1 Letter dated April 4, 2019 from Sts'ailes Soccer Tournament Committee dated April 4, 2019 requesting sponsorship of the 18th Annual Sts'ailes Youth Soccer Tournament.**

**15.2 City of Port Moody Resolution to UBCM regarding 'Greenhouse Gas Limits for New Buildings'.**

**15.3 Letter dated April 5, 2019 from City of Maple Ridge to UBCM expressing concern over recent action taken by the Ministry of Municipal Affairs and Housing to undermine jurisdiction granted to municipal governments.**

**15.4 Squamish-Lillooet Regional District Update - February 2019**

**15.5 Letter dated April 18, 2019 from City of Abbotsford to Hon. John Horgan, Premier of British Columbia regarding resolution on 'Criminal Justice Reform in British Columbia'.**

**15.6 Letter dated April 18, 2019 from City of Abbotsford to Hon. John Horgan, Premier of British Columbia regarding resolution on 'Continued Widening of TransCanada Highway #1, through the Fraser Valley'.**

**16. REPORTS BY STAFF**

None.

**17. REPORTS BY BOARD DIRECTORS**

Director Facio – discussed the upcoming LMLGA conference scheduled in Harrison Hot Springs and thanked the committee for a great job organizing the event and the pre-conference tours.

Director Bales – reported that she recently attended Elbow Lake Institution and noted some of the issues that were brought forward including the emergency routes and

speeding vehicles in the area. She noted that Elbow Creek has a successful integration program because of their work and school programs.

Director Adamson – discussed the various successful programs that are offered through the Fraser Valley Regional Library. He thanked the many volunteers that work so hard in his Electoral Area community and acknowledged the many businesses that supported the annual volunteer event.

Director Dave Loewen – reported that the Fraser Valley Bandits basketball game opener will take place on May 9. He encouraged everyone to come out for this affordable event and support the local new team.

Director Patricia Ross – reported on the recent Provincial announcement of the Highway 1 widening east of Langley.

Director Braun – discussed the Provincial announcement for the Highway 1 widening which also included the FVRD Chair and Vice-Chair to ensure the FVRD was represented at the announcement.

Director Popove – reported that the Federal Government announced a \$45 million investment into 6 miles of dyking in the Chilliwack area which will not only benefit local economic development, but infrastructure as well.

Chair Lum – thanked the City of Abbotsford for ensuring that the FVRD was represented at the Provincial Highway 1 announcement as relationship building is about collectively raising our voices and working together to better our communities.

Director Kloot – commented on the expansion portion of Highway 1 that we recently announced.

**18. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

None

**19. RESOLUTION TO CLOSE MEETING**

Moved By ROSS  
Seconded By ALEXIS

**THAT** the Meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(b) of the *Community Charter* - personal information about an identifiable individual who is being considered for a regional award or honour, or who has offered to provide a gift to the regional district on condition of anonymity; - personal information about an identifiable individual who is

being considered for a regional award or honour, or who has offered to provide a gift to the regional district on condition of anonymity;

- Section 90(1)(c) of the *Community Charter* - labour relations or other employee relations; - labour relations or other employee relations;
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Committee, could reasonably be expected to harm the interests of the regional district if they were held in public; - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Committee, could reasonably be expected to harm the interests of the regional district if they were held in public;
- Section 90(2)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; - the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
- Section 90(1)(a) of the *Community Charter* - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; and - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; and
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district. - litigation or potential litigation affecting the regional district.

The Open Meeting recessed at 8:30 p.m.

**CARRIED**  
**All/Unweighted**

## **20. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 9:39pm

21. **RISE AND REPORT OUT OF CLOSED MEETING**

**Pilot Project to Secure a Pool of Qualified Animal Control Professionals**

Moved By ROSS

Seconded By SIEMENS

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute a Services Agreement with the BC Corps of Commissioners for up to \$33,870 (excluding GST) for a one-year pilot project designed to improve recruitment and training of Animal Control professionals for the benefit of the Fraser Valley Regional District's Animal Control service delivery.

**CARRIED  
All/Weighted**

**Regional Airpark Contract Services**

Moved By ADAMSON

Seconded By ROBB

**THAT** the Recreation, Culture and Airpark Services Commission authorize staff to proceed with the renewal of the Airpark Agreement for Services between the Fraser Valley Regional District and contractor Shawn Dearden for an additional two years;

**AND THAT** the monthly fee be increased according to the Cost of Living Index to \$3,670 per month for the duration of the term.

**CARRIED  
All/Weighted**

**Recreation, Culture and Airpark Services - Hope Secondary School Scholarship**

Moved By RAYMOND

Seconded By ADAMSON

**THAT** the Recreation, Culture and Airpark Services Scholarship Award for 2019 be awarded to Jacob Medlock as a first choice, and Miranda Fischer as the alternate.

**CARRIED  
Areas A, B & Hope/Unweighted**

**22. ADJOURNMENT**

Moved by FACIO

Seconded by HAMILTON

**THAT** the Fraser Valley Regional District Board Open Meeting of April 25, 2019 be adjourned.

**CARRIED  
All/Unweighted**

The Fraser Valley Regional District Board Meeting adjourned at 9:40 pm.

MINUTES CERTIFIED CORRECT:

.....  
Chair Jason Lum

.....  
Corporate Officer / Deputy

# **FRASER VALLEY REGIONAL DISTRICT REGIONAL AND CORPORATE SERVICES COMMITTEE OPEN MEETING MINUTES**

Wednesday, May 8, 2019  
9:00 am  
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

**Members Present:**

Director Jason Lum, City of Chilliwack, Chair  
Director Patricia Ross, City of Abbotsford, Vice Chair  
Director Pam Alexis, District of Mission  
Director Henry Braun, City of Abbotsford  
Director Bill Dickey, Electoral Area D  
Director Orion Engar, Electoral Area E  
Director Leo Facio, Village of Harrison Hot Springs  
Director Ken Popove, City of Chilliwack  
Director Terry Raymond, Electoral Area A  
Director Peter Robb, District of Hope  
Director Al Stobbart, Electoral Area G (*arrived 9:03 a.m.*)  
Director Sylvia Pranger, District of Kent (*arrived 9:06 a.m.*)

**Staff Present:**

Jennifer Kinneman, Acting Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services  
Stacey Barker, Director of Regional Services  
Jaime Reilly, Manager of Corporate Administration  
Alison Stewart, Manager of Strategic Planning  
Christina Vugteveen, Manager of Parks  
David Urban, Manager of Outdoor Recreation Planning  
Reg Dyck, Manager of Electoral Area Emergency Services  
Janice Mikuska, Human Resources Manager  
Pam Loat, Legislative Coordinator  
Melissa Geddert, Planning Technician  
Tyler Davies, Network Analyst I  
Deanna Bozek, Departmental Secretary – Regional Programs  
Geoffrey Genge, Student (Outdoor Recreation Planning)  
Anton Metalnikov, Student (Strategic Planning)  
Tina Mooney, Executive Assistant to CAO and Board  
Chris Lee, Executive Assistant (Recording Secretary)

**1. CALL TO ORDER**

Chair Lum called the meeting to order at 9:00 a.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By FACIO  
Seconded By POPOVE

**THAT** the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of May 8, 2019 be approved;

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

**3. DELEGATIONS AND PRESENTATIONS**

None

**4. MINUTES/MATTERS ARISING**

**4.1 Minutes of the Regional and Corporate Services Committee Open Meeting - April 9, 2019**

Moved By ROSS  
Seconded By DICKEY

**THAT** the Minutes of the Regional and Corporate Services Committee Open Meeting of April 9, 2019 be adopted.

**CARRIED**

**5. CORPORATE ADMINISTRATION**

**5.1 FVRD Emergency Program Regulations Establishment Bylaw No. 1526, 2019**

Staff was commended on the great job done in emergency services.

Moved By ROSS  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**CARRIED**

**6. FINANCE**

No Items.

**7. REGIONAL PROGRAMS AND SERVICES**

**7.1 ENVIRONMENTAL SERVICES**

**7.1.1 Animal Control Shelter Lease**

Moved By FACIO  
Seconded By ALEXIS

**THAT** the Fraser Valley Regional District Board authorize its signatories to enter into a lease agreement for the continued use of the City of Chilliwack's Animal Control Shelter located at 44860 Wolfe Road in Chilliwack, in the amount of \$40,000 annually for a term of 5 years.

**CARRIED**

The City of Chilliwack was thanked for allowing the continued use of their Animal Control Shelter for FVRD's animal control services.

**7.1.2 FVRD Animal Control Regulation Amendment Bylaw No. 1527, 2019**

Moved By POPOVE  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Animal Control Regulation Amendment Bylaw No. 1527, 2019*.

**CARRIED**

**7.2 REGIONAL PARKS**

**7.2.1 Island 22 Regional Park - Bike Skills Park Upgrades**

The report dated May 8, 2019 from the Manager of Park Operations on the *Island 22 Regional Park – Bike Skills Park Upgrades* was provided for information. In response to a question raised regarding safety procedures, staff reported that safety information in terms of safe riding is posted in the park and that proactive and regular maintenance of the park undertaken.



### **7.3 STRATEGIC PLANNING AND INITIATIVES**

#### **7.3.1 BC Transit Update and Service Expansion Planning 2020-21**

Alison Stewart, Manager of Strategic Planning provided a presentation on *Transit Service Update and Expansion Planning 2020-2022*, highlighting the 2018 ridership for transit Routes 66 (Fraser Valley Express), Route 11 (Chilliwack-Agassiz-Harrison Hot Springs and Route 22 (Hope to Agassiz). She reported on the initiatives undertaken for these routes in 2018 and 2019 initiatives. She also highlighted on the proposed initiatives for 2020-2022, noting that the expansion as proposed by BC Transit may require additional subsidy from taxpayers.

Ms. Stewart concluded that the initiatives will be formalized in a Memorandum of Understanding between the FVRD and BC Transit to initiate the work and that the deadline for final commitment is June 28, 2019.

Discussion ensued and there was general consensus for increased transit services. Question arose as to cost implications for municipal participants in the service and it was proposed that more detailed information be provided at the upcoming Board meeting.

Moved By FACIO  
Seconded By BRAUN

**THAT** the Fraser Valley Regional District Board confirm support in principle for the 2020/2021 expansion initiative to extend the Fraser Valley Express service to TransLink's Lougheed Sky Train station at an annual net cost of \$494,000 subject to further discussions with BC Transit and service area participants regarding timing, costing and service levels;

**AND THAT** BC Transit and the FVRD undertake more detailed costing analysis relating to the potential 2021-2022 service expansions to:

- North Fraser Valley: subject to public engagement and local government support, implement transit service on the north side of the Fraser River between the District of Kent and District of Mission.
- Agassiz-Harrison and Hope: subject to municipal approval, improve and expand regional services in the eastern Fraser Valley based on items identified in the Transit Future Action Plan.
- Cultus Lake: year-round service subject to local government support.

**CARRIED**

**7.3.2 UBCM Resolution Re: Provincial Response to Homeless Camps on Crown Lands**

It was noted that there has been considerable interest in this matter with respect to homeless camps on Crown lands. It was also noted that it is critical in discussions with the Province that emphasis on public safety be stressed. Staff was thanked for spearheading this important issue.

Moved By FACIO  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board forward a resolution on the need for a provincial strategy to address rural homelessness and encampments on Crown land to the Union of BC Municipalities for consideration at its September 2019 convention.

**CARRIED**

**7.3.3 Bill 18 – 2018 Local Government Statutes Amendment Act, 2018 – Housing Needs Reports**

The report dated May 8, 2019 from the Planning Technician pertaining to the enactment of *Bill 18 – Local Government Statutes Amendment Act* requiring the preparation of Housing Needs Reports was provided for information.

**7.4 OUTDOOR RECREATION AND PLANNING**

No Items.

**8. ADDENDA ITEMS/LATE ITEMS**

None

**9. REPORTS BY STAFF**

Jennifer Kinneman, Acting Chief Administrative Officer introduced Deanna Bozek, Departmental Secretary – Regional Programs, and two summer students - Geoffrey Genge, Student (Outdoor Recreation Planning) and Anton Metalnikov, Student (Strategic Planning).

**10. REPORTS BY DIRECTORS**

None

**11. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

None

**12. RESOLUTION TO CLOSE MEETING**

Moved By FACIO  
Seconded By ROSS

**THAT** the Meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(2)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

The Open Meeting recessed at 9:33 a.m.

**13. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 9:40 a.m.

**14. RISE AND REPORT OUT OF CLOSED MEETING**

None

**12. ADJOURNMENT**

Moved By STOBART  
Seconded By FACIO

**THAT** the Regional and Corporate Services Committee Open Meeting of May 8, 2019 be adjourned.

**CARRIED**

The Regional and Corporate Services Committee Open Meeting adjourned at 9:41 a.m.

MINUTES CERTIFIED CORRECT:

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Director Jason Lum, Chair

DRAFT

**FRASER VALLEY REGIONAL DISTRICT  
ELECTORAL AREA SERVICES COMMITTEE  
OPEN MEETING MINUTES**

Wednesday, May 8, 2019

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Bill Dickey, Electoral Area D, Chair  
Director Terry Raymond, Electoral Area A  
Director Orion Engar, Electoral Area E  
Director Al Stobbart, Electoral Area G  
Director Taryn Dixon, Electoral Area H  
Alternate Director Walter Kassian, Electoral Area B  
Alternate Director Diane Rodrigue, Electoral Area C  
Alternate Director Beata Kunze, Electoral Area F

Regrets: Director Dennis Adamson, Electoral Area B  
Director Wendy Bales, Electoral Area C  
Director Hugh Davidson, Electoral Area F

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services  
Tareq Islam, Director of Engineering & Community Services  
Margaret-Ann Thornton, Director of Planning & Development  
Milly Marshall, Director of EA Special Projects  
Graham Daneluz, Deputy Director of Planning & Development  
Jaime Reilly, Manager of Corporate Administration  
Reg Dyck, Manager of Electoral Area Emergency Services  
Alison Stewart, Manager of Strategic Planning  
Janice Mikuska, Human Resources Manager  
Kristy Hodson, Manager of Financial Operations  
Louise Hinton, Bylaw Compliance and Enforcement Officer  
Katelyn Hipwell, Planner I  
Andrea Antifaeff, Planner I  
Julie Mundy, Planning Technician  
Christine Cookson, Building and Bylaw Clerk  
Melissa Geddert, Planning Technician  
Tyler Davies, Network Analyst I  
Gavin Luymes, Student (EA Planning)

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Anton Metalnikov, Student (Strategic Planning)  
Tina Mooney, Executive Assistant to CAO and Board  
Chris Lee, Executive Assistant (Recording Secretary)

Also Present: Ian Dawkins, BC Micro License Association (*as per item 4.1*)

There were 8 members of the public present at the meeting.

**1. CALL TO ORDER**

Chair Dickey called the meeting to order at 1:30 p.m. and acknowledged the presence of Alternate Directors Kassian, Rodrigue and Kunze.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By RAYMOND

Seconded By DIXON

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of May 8, 2019 be approved;

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

**3. SHOW CAUSE HEARING(S)**

**3.1 Building Bylaw and BC Building Code Contraventions at 49200 Trans Canada Hwy, Electoral Area A, (PID: 003-318-273) and (PID: 003-318-206)**

Louise Hinton provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 49200 Trans Canada Highway, Electoral Area A, and the efforts of staff to encourage voluntary compliance by the property owners.

No comments were offered from the public.

Moved By RAYMOND

Seconded By KASSIAN

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code*, at 49200 Trans Canada Hwy Electoral

Area A, Fraser Valley Regional District, British Columbia (legally described as That Portion of Legal Subdivision 15 Section 2 Lying Easterly of the – Way of the Canadian Northern Pacific Railway; Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan H670 (PID: 003-318-273) and Legal Subdivision 16 Section 2 Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan G670 (PID: 003-318-206).

**CARRIED**

**3.2 Building Bylaw and BC Building Code Contraventions at 13085 Degraff Road, Electoral Area F, Legally Described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782 (PID: 010-712-453)**

Louise Hinton provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 13085 Degraff Road, Electoral Area F, and the efforts of staff to encourage voluntary compliance by the property owner.

No comments were offered from the public.

Moved By KUNZE  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code*, at 13085 Degraff Road Electoral Area F, Fraser Valley Regional District, British Columbia (Legally described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782. (PID: 010-712-453).

**CARRIED**

Staff was commended for their work on outstanding bylaw enforcement files.

**4. DELEGATIONS AND PRESENTATIONS**

**4.1. Ian Dawkins, BC Micro License Association**

Ian Dawkins, Board member of BC Micro License Association reported that the Association is a non-profit society for small scale cannabis producers, involved in information and education related to the new federal regulatory framework for cannabis and advocacy and engagement at the municipal, provincial and federal

level for “micro” friendly policies. He also spoke to issues pertaining to zoning bylaws and ALR non-farm use applications and how micro licensed activities will help to contribute to economic development.

Questions were raised from the Committee regarding regulation of local small cannabis producers in residential areas and zoning requirements.

**5. MINUTES/MATTERS ARISING**

**5.1 Minutes of the Electoral Area Services Committee Meeting - April 9, 2019**

Moved By STOBART  
Seconded By RODRIGUE

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of April 9, 2019 be adopted.

**CARRIED**

**6. CORPORATE ADMINISTRATION**

No Items.

**7. FINANCE**

**7.1 Fraser Valley Regional Library Branch Improvements – Yale & Boston Bar**

Moved By RAYMOND  
Seconded By KASSIAN

**THAT** the Fraser Valley Regional District Board approve \$45,000 for FVRL Yale Branch and \$58,000 for FVRL Boston Bar Branch for additional improvements being requested at the Boston Bar Branch.

**CARRIED**

**7.2 Grant-In-Aid Request – Chilliwack Vedder River Cleanup Society, Electoral Area “E”**

Moved By ENGAR  
Seconded By KASSIAN

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,100 to the Chilliwack Vedder River Cleanup Society, funded from



the 2019 Electoral Area “E” grant-in-aid budget to help offset the costs associated with hosting the Chilliwack Vedder River cleanups on April 13 and September 22 of 2019.

**CARRIED**

**7.3 Grant-In-Aid Request – Deroche & District Community Association, Electoral Area “G”**

Moved By STOBART

Seconded By KUNZE

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Deroche & District Community Association in the amount of \$5,000, to be funded from the 2019 Electoral Area “G” grant-in-aid budget to help offset the costs of building a community tennis court.

**CARRIED**

**7.4 Grant-In-Aid Request – Chilliwack Area Lions Clubs, Electoral Area “H”**

Moved By DIXON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Chilliwack Area Lions Clubs, funded from the Electoral Area “H” grant-in-aid budget, to help offset the costs of the Cultus Lake Pike Minnow Fishing Derby.

**CARRIED**

**7.5 Grant-In-Aid Request – Cultus Lake Community and Events Engagement Committee, Electoral Area “H”**

Moved By DIXON

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,500 to the Cultus Lake Community and Events Engagement Committee with the grant being funded from the Electoral Area “H” grant-in-aid budget to help offset the costs of the annual Cultus Lake Day event.

**CARRIED**

## 8. ENGINEERING & UTILITIES

No items.

## 9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

### 9.1 Secondary Dwellings Study - Policy Development Update

Katelyn Hipwell, Planner I gave a presentation on '*Secondary Dwellings Study - Policy Development Update*'. She provided information on the project background, noting that the intent of the study was to explore changes to existing policies and to gauge community support. Highlights on the project timeline and policy framework were also provided. It was reported that the purpose of the policy is to provide a guide for FVRD initiated zoning amendments and consideration of individual zoning amendment applications.

Questions were raised by the Committee and Ms. Hipwell reported that staff will be meeting with EA Directors to get their feedback and that a draft policy will be brought forward to EASC for consideration.

### 9.2 Application for Development Variance Permit 2018-28 to reduce the rear setback to facilitate the construction of an accessory structure (shed) at #129-14500 Morris Valley Road, Electoral Area "C"

In response to a question regarding site specific text amendment, staff reported that they are in the process of consolidating the nine zoning bylaws and this will provide an opportunity to address deficiency within the PRD-1 zone which currently does not provide any setbacks for sheds. It is anticipated that the consolidated zoning bylaw will be finalized by the end of the year and there will be a public engagement process and the bylaw will be brought forward to the EASC for consideration.

Moved By RODRIGUE  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board refuse Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky to facilitate the construction of an accessory structure (shed);

**AND THAT** the Fraser Valley Regional District Board direct staff to consider zoning regulations related to accessory structures (sheds) in the Private Resort

Development (PRD-1) zone at the time that staff are reviewing the consolidated zoning bylaw;

**AND FURTHER THAT** the Fraser Valley Regional District Board direct staff to take no further bylaw enforcement actions at #129-14500 Morris Valley Road with respect to the shed, provided that the accessory structure (shed) is moved to the proposed location in the application for Development Variance Permit 2018-28 and pending resolution of the PRD-1 accessory structure (shed) zoning regulations in the consolidated zoning bylaw.

**CARRIED**

**9.3     Application for Development Variance Permit 2019-09 to reduce the front lot line setback to permit the re-construction of a residential porch at 35103 North Sward Road, Electoral Area "F"**

Moved By KUNZE

Seconded By KASSIAN

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-09 for 35103 North Sward Road, Electoral Area F, to reduce the front lot line setback from 6.0 metres (19.7 feet) to 2.1 metres (6.9 feet), to facilitate the re-construction of a residential porch, subject to the issuance of an Encroachment Permit from the BC Ministry of Transportation and Infrastructure, and subject to consideration of any comments or concerns raised by the public.

**CARRIED**

**9.4     Application for Development Variance Permit 2019-10 to vary the maximum height and size requirements for an accessory building at 10395 Wildrose Road, Electoral Area "D"**

Moved By STOBART

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-10 to increase the maximum permitted area of an accessory building from 45 square metres to 58 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.2 metres, subject to consideration of any comment or concerns raised by the public.

**CARRIED**

**9.5     Application for Development Variance Permit 2019-12 to vary the maximum height and size requirements for an accessory building at 10163 Royalwood Blvd, Electoral Area "D"**

Moved By KASSIAN  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-12 to increase the maximum permitted area of an accessory building from 45 square metres to 76 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.3 metres, subject to consideration of any comment or concerns raised by the public.

**CARRIED**

**9.6     Aquadel Crossing Ltd. applied to amend an existing Development Permit (relating to form and character) to permit fencing across common strata property at the development known as Aquadel Crossing, 1885 Columbia Valley Road, Electoral Area "H"**

Moved By DIXON  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board refuse Development Permit 2019-02.

**CARRIED**

**9.7     FVRD Bylaw No. 1525, 2019 - to amend the Comprehensive Development 1 (CD-1) zone to permit the construction of Enclosed Decks in the Bridal Falls RV Resort located at 53480 Bridal Falls Road, Electoral Area "D"**

Moved By STOBART  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to permit the construction of Enclosed Decks in the Bridal Falls RV Resort;

**THAT** the *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to Director Dickey or his alternate in his absence;

**THAT** Director Dickey or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*;

**AND THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* in accordance with the Local Government Act;

**AND FURTHER THAT** in the absence of Director Dickey, or his alternate in his/her absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**AND FINALLY THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*.

**CARRIED**

**9.8 Agricultural Land Commission Application – Proposed Two (2) Lot Subdivision at 1385 Frost Road, Electoral Area “H”**

Moved By DIXON  
Seconded By RODRIGUE

**THAT** the application for a two (2) lot subdivision within the Agricultural Land Reserve for the property located at 1385 Frost Road, Electoral Area “H”, be forwarded to the Agricultural Land Commission for consideration with the following comments from the FVRD Board:

The subject property under the ownership of the applicant over the past few years has lost the appearance of a viable farming operation and the lands appear to be degraded. The property also no longer has farm status. If the Agricultural Land Commission is considering the approval of the two lot subdivision as proposed, the FVRD Board recommends that the ALC holds the property owner accountable to invest in the property to resume viable farming operations;

**AND FURTHER THAT** the Agricultural Land Commission consider the staff report dated May 8, 2019 under file number 3015-20 2019-05.

**CARRIED**

Staff was thanked for their work on this file.

**9.9 Policy – Non-Farm Use Applications for Cannabis Production Facilities in the ALR**

Graham Daneluz, Deputy Director of Planning and Development provided a presentation with respect to the Draft Policy on '*Non-Farm Use Applications for Cannabis Production Facilities in the ALR*', noting that the intent of the policy is to assist Board in evaluating Non-farm Use applications and also help applicants make better applications.

Concerns were raised regarding the loss of farm land, future use of these facilities on agricultural land when cannabis production has ceased and any potential for liquid pollution from these facilities.

Moved By STOBART  
Seconded By RODRIGUE

**THAT** the Fraser Valley Regional District Board adopt the policy titled *Non-Farm Use Application for Cannabis Production Facilities in the ALR*.

**CARRIED**

**10. ELECTORAL AREA EMERGENCY SERVICES**

**10.1 FVRD Emergency Program Regulations Establishment Bylaw No. 1526, 2019**

Moved By RAYMOND  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**CARRIED**

**11. OTHER MATTERS**

**11.1 Bill 18 - 2018 Local Government Statutes Amendment Act, 2018 - Housing Needs Reports**

The report dated May 8, 2019 from the Planning Technician pertaining to *Bill 18 - 2018 Local Government Statutes Amendment Act, 2018 - Housing Needs Reports* was provided for information.

**12. ADDENDA ITEMS/LATE ITEMS**

None

**13. REPORTS BY STAFF**

Jennifer Kinneman, Acting Chief Administrative Officer introduced summer students Gavin Luymes (EA Planning) and Anton Metalnikov (Strategic Planning).

**14. REPORTS BY ELECTORAL AREA DIRECTORS**

Director Engar reported on the upcoming Open House this weekend at the Chilliwack River Valley Firehall on Emergency Preparedness and the Provincial Indigenous Ministry Liaison coming out to Chilliwack River Valley on May 16 to discuss land claims.

Director Dixon reported on the OCP review for Area H on housekeeping issues, a community meeting taking place on June 8 and community events in June at Cultus Lake.

Director Kassian reported that a long hot summer is expected and reiterated the importance of addressing fire hazards.

Director Raymond thanked staff for the work done up in Area "A".

Director Dickey thanked staff for hosting the Open House for Area 'D' OCP which was well received.

**15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

None.

**16. ADJOURNMENT**

Moved By STOBART  
Seconded By ENGAR

**THAT** the Electoral Area Services Committee Open Meeting of May 8, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Meeting adjourned at 3:05 p.m.

MINUTES CERTIFIED CORRECT:

.....

Director Bill Dickey, Chair



# **FRASER VALLEY REGIONAL DISTRICT**

## **INTERNAL AFFAIRS COMMITTEE**

### **OPEN MEETING MINUTES**

Wednesday, April 24, 2019  
11:00 am  
4<sup>th</sup> Floor, 45950 Cheam Avenue, Chilliwack, BC

**Members Present:** Director Jason Lum, City of Chilliwack  
Director Kelly Chahal, City of Abbotsford (*via conference call*)  
Director Bill Dickey, Electoral Area D  
Director Bud Mercer, City of Chilliwack

**Staff Present:** Jennifer Kinneman, Acting Chief Administrative Officer (*part*)  
Jaime Reilly, Manager of Corporate Administration/Corporate Officer  
(*part*)

#### **1. CALL TO ORDER**

Director Lum called the meeting to order at 11:04am.

#### **2. ELECTION OF COMMITTEE CHAIR AND VICE CHAIR**

Jaime Reilly, Corporate Officer called for nominations for the position of Internal Affairs Committee Chair.

Director Chahal nominated Director Lum. Director Lum advised that he would not let his name stand for Committee Chair.

Director Lum nominated Director Mercer. Ms. Reilly called for nominations for the position of Internal Affairs Committee Chair a second and third time.

There being no further nominations, Ms. Reilly declared Director Mercer as the Internal Affairs Committee Chair.

Ms. Reilly called for nominations for the position of Internal Affairs Committee Vice Chair.

Director Dickey nominated Director Chahal. Ms. Reilly called for nominations for the position of Internal Affairs Committee Vice Chair a second and third time.

There being no further nominations, Ms. Reilly declared Director Chahal as the Internal Affidavit Committee Vice Chair.

**3. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By: DICKY

Seconded By: CHAHAL

**THAT** the Agenda, Addenda and Late Items for the Internal Affairs Committee Open Meeting of April 24, 2019 be approved;

**AND THAT** all reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

**4. MINUTES /MATTERS ARISING**

**4.1 Open Internal Affairs Committee Meeting Minutes – September 18, 2018**

Moved By: LUM

Seconded By: DICKY

**THAT** the Minutes of the Internal Affairs Committee Open Meeting of September 18, 2018 be adopted.

**CARRIED**

**5. RESOLUTION TO CLOSE MEETING**

Moved By: CHAHAL

Seconded By: DICKY

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the Community Charter and to consider matters pursuant to:

Section 90(1)(a) of the Community Charter - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Regional district or another position appointed by the Regional District;

Section 90(1)(c) of the Community Charter - labour relations or other employee relations; and

Section 90(1)(g) of the Community Charter - litigation or potential litigation affecting the Regional District.

**CARRIED**

**6. RISE AND REPORT**

None.

**7. ADJOURNMENT**

Moved By: LUM

Seconded By: DICKY

**THAT** the Internal Affairs Committee Open Meeting of April 24, 2019 be adjourned.

**CARRIED**

The open meeting adjourned at 12:21pm.

**MINUTES CERTIFIED CORRECT:**

.....  
**Director Bud Mercer, Chair**

**FRASER VALLEY REGIONAL DISTRICT  
INTERNAL AFFAIRS COMMITTEE  
OPEN MEETING MINUTES**

Thursday, May 2, 2019  
10:00 am  
Kingston Meeting Room  
4th Floor, FVRD, 45950 Cheam Avenue, Chilliwack, BC

**Members Present:** Director Jason Lum, City of Chilliwack  
Director Kelly Chahal, City of Abbotsford  
Director Bill Dickey, Electoral Area D  
Director Bud Mercer, City of Chilliwack

**Staff Present:** Jennifer Kinneman, Acting Chief Administrative Officer  
Jaime Reilly, Manager of Corporate Administration/Corporate Officer

**1. CALL TO ORDER**

The meeting was called to order at 10:03 a.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

DICKEY/CHAHAL

**THAT** the Agenda, Addenda and Late Items for the Internal Affairs Committee Open Meeting of May 2, 2019 be approved;

**AND THAT** all reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

**3. APPROVAL OF MINUTES /MATTERS ARISING**

**3.1 Open Internal Affairs Committee Meeting Minutes - April 24, 2019**

DICKEY/LUM

**THAT** the Minutes of the Internal Affairs Committee Open Meeting of April 24, 2019 be adopted.

**CARRIED**

#### 4. RESOLUTION TO CLOSE MEETING

LUM/CHAHAL

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(a) of the *Community Charter* - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Regional district or another position appointed by the Regional District;
- Section 90(1)(c) of the *Community Charter* - labour relations or other employee relations; and
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the Regional District.

**CARRIED**

#### 5. RISE AND REPORT

None.

#### 6. ADJOURNMENT

LUM/CHAHAL

**THAT** the Internal Affairs Committee Open Meeting of May 2, 2019 be adjourned.

**CARRIED**

The open meeting adjourned at 10:58am.

**MINUTES CERTIFIED CORRECT:**

.....  
**Director Bud Mercer, Chair**

**FRASER VALLEY REGIONAL DISTRICT  
RECREATION, CULTURE & AIRPARK SERVICES COMMISSION  
OPEN MEETING MINUTES**

Tuesday, April 16, 2019  
6:30 pm  
District of Hope Council Chambers  
345 Wallace Street, Hope, BC

**Present:**

Terry Raymond, Chair, Electoral Area A  
Dennis Adamson, Vice Chair, Electoral Area B  
Peter Robb, Director, District of Hope  
Shanon Fischer, Member at Large, District of Hope  
Peter Adamo, Member at Large, Electoral Area B  
Dianne Davies, Member at Large, Electoral Area B  
Hilary Kennedy, Member at Large, District of Hope

**Staff Present:**

Jody Castle, Manager of Recreation, Culture & Airpark Services  
Stacey Barker, Director of Regional Services  
Jaime Reilly, Manager of Corporate Administration  
Mike Freimark, Assistant Manager of Recreation, Culture & Airpark Services

**1. CALL TO ORDER**

The meeting was called to order at 6:31 p.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

**KENNEDY/ADAMO**

**THAT** the Agenda, Addenda and Late Items for the Recreation, Culture and Airpark Services Commission Open Meeting of April 16, 2019 be approved;

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

**3. MINUTES/MATTERS ARISING**

**3.1 Recreation, Culture and Airpark Services Commission Open Meeting - 03  
05 19**

**ROBB/FISCHER**

**THAT** the Minutes of the Recreation, Culture and Airpark Services Commission Open Meeting of March 5, 2019 be adopted.

**CARRIED**

**4. NEW BUSINESS**

**4.1 Geothermal Upgrade - A Tour of South Cariboo Recreation Centre**

Jody Castle, Manager of Recreation, Culture & Airpark Services provided a PowerPoint presentation to the commission highlighting the following:

- Review of the site visit to South Cariboo Recreation Centre
- Success and challenges of the South Cariboo Recreation Geothermal project
- Direct Digital Control System importance

**4.2 Canada Day 2019**

Jody Castle, Manager of Recreation, Culture & Airpark Services provided a high level overview of the plans for 2019 Canada Day events.

**5. RESOLUTION TO CLOSE MEETING**

**ADAMSON/KENNEDY**

**THAT** the meeting be closed to the public, except for Senior Staff, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(b) of the *Community Charter* - personal information about an identifiable individual who is being considered for a Regional District award or honour, or who has offered to provide a gift to the Regional District on condition of anonymity; and
- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition, or expropriation of land or improvements; and
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages, and and that, in the view of the Regional District, could reasonably be expected to harm the interests of the regional district if they were held in public.

**CARRIED**

**6. RECONVENE OPEN MEETING**

The open meeting of the Recreation, Culture & Airpark Services Commission was reconvened at 7:17 p.m.

**7. REPORTS BY COMMISSION MEMBERS**

Commissioners Fischer and Robb complemented the success of the South Coast Women's Hockey Championships hosted at the Hope arena complex.

**8. RISE AND REPORT OUT OF CLOSED MEETING**

None.

**9. NEXT MEETING**

The next meeting of the Recreation, Culture & Airpark Services Commission has been scheduled for May 14, 2019 at the District of Hope Council Chambers.

**10. ADJOURNMENT**

**DAVIES/ADAMO**

**THAT** the Recreation, Culture and Airpark Services Commission Open Meeting of April 16, 2019 be adjourned.

**CARRIED**

The Open meeting of the Recreation, Culture & Airpark Services Commission was adjourned at 7:18 p.m.

**MINUTES CERTIFIED CORRECT:**

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Terry Raymond, Chair

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Corporate Officer/Deputy



To: CAO for the Electoral Area Services Committee  
 From: Louise Hinton, Bylaw Compliance & Enforcement Officer

Date: 2019-05-08  
 File No: A06043.000

**Subject:** Building Bylaw, and BC Building Code Contraventions at 49200 Trans Canada Hwy, Electoral Area A, (PID: 003-318-273) and (PID: 003-318-206).

## RECOMMENDATION

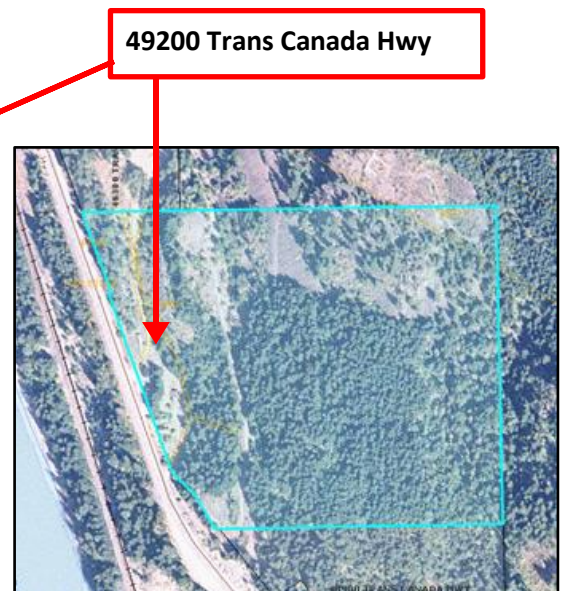
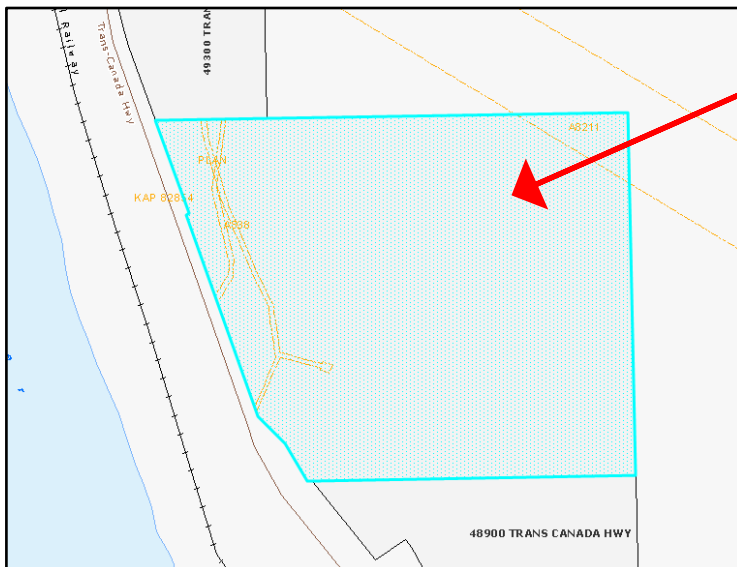
**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code*, at 49200 Trans Canada Hwy Electoral Area A, Fraser Valley Regional District, British Columbia (legally described as That Portion of Legal Subdivision 15 Section 2 Lying Easterly of the – Way of the Canadian Northern Pacific Railway; Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan H670 (PID: 003-318-273) and Legal Subdivision 16 Section 2 Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan G670 (PID: 003-318-206).

## STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship  
 Provide Responsive & Effective Public Services

## BACKGROUND

June 12, 1991 Complaint received from Ministry of Health that there are three atco trailer structures on site, being used as a motel. There are rooms without proper septic services - some are for sale.



June 25, 1991	Building Inspector conducts site inspection – trailers are posted with stop work and no occupancy notices.
Nov. 25, 1991	Bylaw Enforcement Officer conducts site inspection – the acto trailer structures are still on site.
Nov. 18, 1993	Bylaw Enforcement Officer conducts site inspection – the acto trailer structures have been removed from property.
Feb. 21, 1994	Complaint received about unsightly premises on the property.
Jan. 4, 2005	Complaint received about unsightly premises on the property.
Mar. 20, 2006	Complaint received that the property is in worse condition and that someone is living in one of the unsecured structures on site.
Mar. 28, 2006	Bylaw Enforcement Officer conducts site inspection - spoke to previous tenant who is helping to clean up the site, and noted that there are several structures and vehicles in various states of disrepair.
Mar. 30, 2006	Bylaw Enforcement letter mailed to property owner regarding hazardous condition of property.
April 28, 2006	Building Inspector conducts site inspection.
Oct. 10, 2007	Bylaw Enforcement Officer conducts site inspection – property remains unsightly, worse condition of the 3 buildings and garage are in disrepair.
Oct. 22, 2007	Bylaw Enforcement Officer speaks with owner on telephone, the following is discussed: (1) property has been recently inherited; (2) one of owners is away until late November 2007; (3) arrangements made to re-connect in November 2007 with intent to bring property into compliance.
Nov. 6, 2007	Bylaw Enforcement Officer and Management meeting with owner at FVRD Office, the following is discussed: (1) owner promises to clean up site and secure buildings as soon as possible; and (2) owner agrees to meeting Bylaw Enforcement Officer at the end of the week with a timeline and plans on how he will secure the site.
Nov. 13, 2007	Bylaw Enforcement Officer speaks with owner by phone, owner states that he has recently been to the property and promises to clean up the pile of garage and fix a recently collapsed wall on one of the buildings within the next 2 weeks.
Jan. 16, 2008	Bylaw Enforcement Officer conducts site inspection – roof has caved in on the house closest to the roadway.
Jan. 28, 2008	Bylaw Enforcement Officer speaks with owner by phone advises him that great efforts need to be made to clean up the site. Owner agreed that once the snow melts that he would either secure the building property or demolish it.
April 23, 2008	Bylaw Enforcement Officer conducts site inspection – the following is noted: (1) Building closest to the road way remains unchanged and remains a hazard; and (2) the garage/barn in the rear of the property has collapsed and now poses a hazard.

July 14, 2008	Building Inspector and Bylaw Enforcement Officer conduct site inspection – the following was noted: (1) the garage has been torn down; (2) debris is piled up close to cement pad; and (3) all other structures remain in disrepair and in a hazardous condition.
Feb. 6, 2009	Bylaw Enforcement Officer conducts inspection – there is no change to condition of site.
Feb. 9, 2009	Bylaw Enforcement Officer attempts to contact owner by phone and voicemail is left.
Mar. 1, 2011	There is a front counter enquiry at the FVRD Office regarding this property from a potential purchaser.
Oct. 11, 2011	There is a front counter enquiry at the FVRD Office regarding this property from a potential purchaser.
Nov. 14, 2014	Bylaw Enforcement letter mailed to property owner regarding hazardous conditions on the site.
Jan. 5, 2015	Bylaw Enforcement Officer met with the property owner and the following was discussed: (1) the letter was reviewed; (2) Owners are unsure how to deal with structures; (3) have no plans to apply for permits for the structures (fire damaged foundation, single family dwelling or accessory structure); (3) geotechnical issues in the area and wasn't sure if re-build was possible; (4) owner declined to speak with planner; (5) intention was to sell the property as it is; (6) Bylaw Enforcement Officer reviewed possible enforcement measures and a compliance deadline of January 12, 2016; and (7) owner stated he has no plans to comply with FVRD requests.
Jan. 23, 2015	There is a front counter enquiry at the FVRD Office regarding this property from a Real Estate Agent for a potential purchaser. Planning and Bylaw Staff relayed land use and general bylaw issues on the site.
July 16, 2015	Bylaw Enforcement Officer and management staff conduct site inspection with RCMP in attendance to keep the peace.
Nov. 6, 2017	There was a front counter enquiry at the FVRD Office regarding this property from a potential purchaser. Officer is advised that fires and vandalism have completely destroyed most of the structures on the site. Planning and Bylaw Staff relayed land use and general bylaw issues on the site.
Jan. 17, 2018	There was a front counter enquiry at the FVRD Office regarding this property from a potential purchaser. Planning and Bylaw Staff relayed land use and general bylaw issues on the site. Staff is advised that the main dwelling (yellow house) is the only structure left on the property that still remains unsightly.
June 2018	Management received information that people were camping on the subject property.
July 18, 2018	Bylaw Enforcement letter mailed to property owner, operating a campsite without proper permits, deadline for response to FVRD is August 20, 2018.
July 23, 2018	Email response from owners daughter denying the operation of a campground.

Sept. 21, 2018	<p>Joint site inspection conducted (Bylaw, Building, Planning Staff and RCMP to keep the peace); the property is located along the Trans-Canada Highway and the following was observed from the Highway and on the property:</p> <ul style="list-style-type: none"> <li>• The foundation of a building previously destroyed by fire has been filled with wood and debris. A pipe is sticking out of the debris, and is possibly a vent for a septic system.</li> <li>• A number of Mobile Homes and Recreational Vehicles and newly constructed additions were observed without building permits.</li> <li>• A number of shipping containers were also observed as placed on the property without building permits.</li> <li>• Property in general was in an untidy condition - with building materials, rubbish, debris found all thought the area fronting the property surrounding the RV's, and the single family dwelling.</li> <li>• The following four separate structures were posted with stop work and no occupancy Notices. <ol style="list-style-type: none"> <li>1. Structure 1 – One Ramada over two Recreational Vehicles.</li> <li>2. Structure 2 – One addition Structure to Recreation Vehicle.</li> <li>3. Structure 3 – One addition Structure to Recreational Vehicle with wood stove installed.</li> <li>4. Structure 4 – One addition Structure to Commercial Vehicle Box.</li> </ol> </li> <li>• There were several occupants living in each of the recreational vehicles/mobile homes on the property; the building inspector and management staff spoke with most of the occupants and encountered the property owners daughter who was aggressive, uttering threats and caused staff to cease the inspection for safety reasons.</li> </ul>
Sept. 21, 2018	Email from Property Owners daughter – the following was outlined: (1) Doesn't believe there is any violations of building bylaw; (2) Staff should not have been on her property; (3) they have no intention in comply with FVRD; (4) they have ripped up the stop work and no occupancy notices; and (5) they all live on the property full time and will not be leaving.
Sept. 30, 2018	Email from Owner to Director – the following was discussed in the email: (1) the details of works without permits; and (2) the behavior of his daughter towards FVRD staff during the site inspection.
Oct. 4/5, 2018	FVRD Management received a phone call from Owners' daughter outlining that some of the construction issues on the property have been resolved.
Oct. 10, 2018	Email from Owner to Area Director of Planning – the following was discussed in the email: (1) details of the RV's that are on the property; and (2) he intends to pay the fines and comply with FVRD Regulations.
Oct. 18, 2018	Bylaw Enforcement letter mailed to property owner, with four bylaw notice tickets attached for construction without permits. The letter addresses the following issues:



(1) Construction without permits on multiple structures; (2) Mobile Homes, decks, and wood stoves require a building permit; (3) accessory structures that do not require permits; (4) ripped up stop work and no occupancy notices; (5) property access; (6) legal action against FVRD; (7) zoning – unauthorized camping on the property; (8) septic requirements; (9) previous bylaw enforcement; (10) unsightly property; and (11) conduct during the Sept. 21, 2018 site inspection. The FVRD requests compliance of all matters and the deadline for response to FVRD is Nov. 26, 2018.

**INSPECTION PHOTOS OF SUBJECT PROPERTY:**

January 5, 2005



March 10, 2008





October 7, 2010

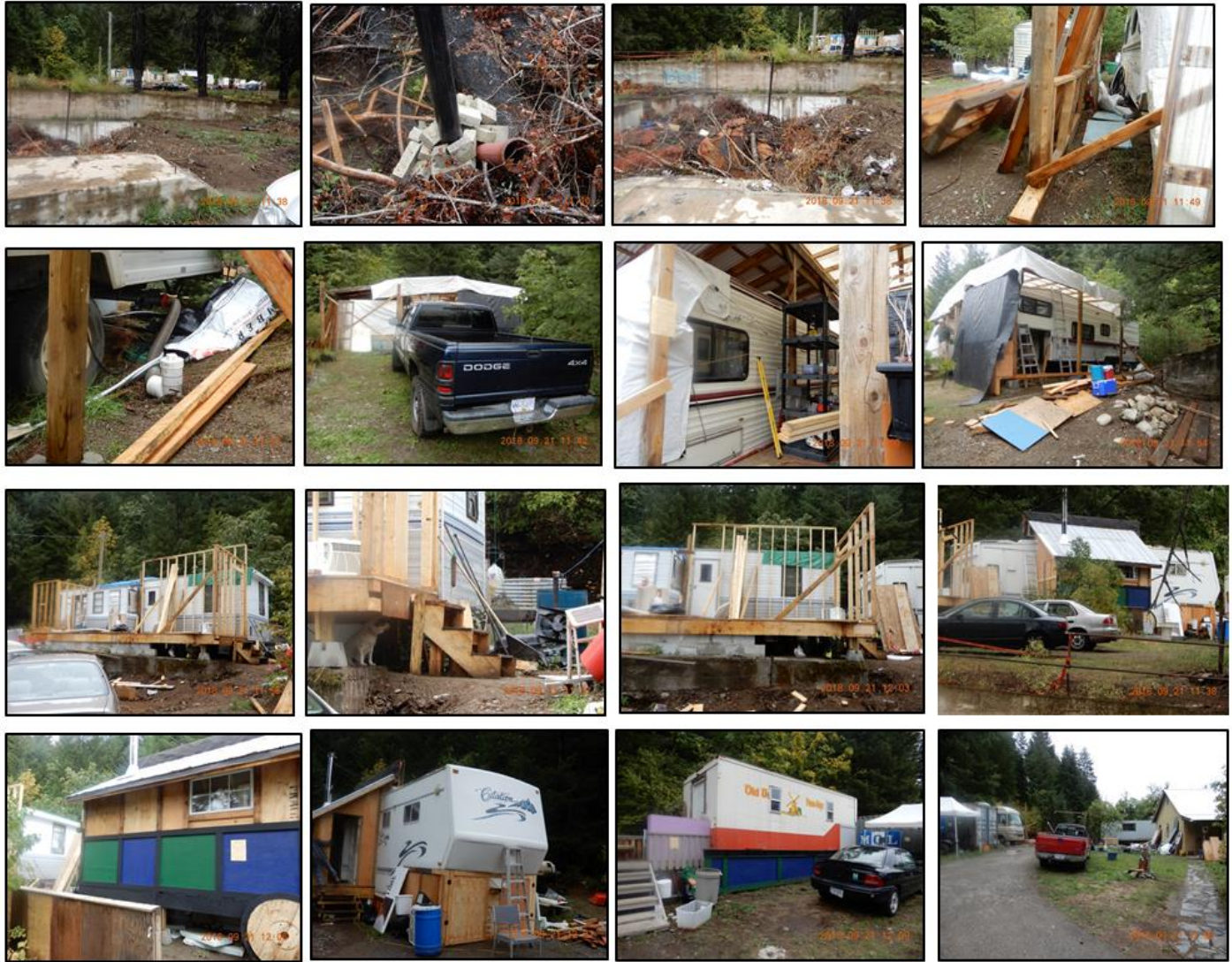


October 20, 2014





September 21, 2018



## DISCUSSION

Section 57 of the Community Charter allows a Building Inspector to recommend a resolution to place a Notice on the Title of a property if a contravention of a bylaw or another enactment that related to the construction or safety of a building is observed. A Notice on Title serves as notice to anyone searching the title that the property may be in breach of local government bylaws or other enactments; provide disclosure to future owners; and protects against potential claims with regard to the contraventions.

Staff would like you to consider the following information:

### Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas via the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* (Building Bylaw) for health, safety and the protection of persons and property. The bylaw provides that no person shall commence any construction, alternation, reconstruction, demolition, removal, relocation or change the occupancy of any building.

The construction works to build the following: (1) one ramada over two recreation vehicles; (2) one addition structure to a recreational vehicle; (3) one addition structure to recreation vehicle with wood stove installed; and (4) one addition structure to commercial vehicle box were all discovered in September of 2018 mid-construction.

Under Section 5.2(a) of the *Regional District Building Bylaw No. 1188, 2013* placement of any mobile home on any property is required to obtain a building permit from the Regional District.

When decks are over 215 square feet or elevated 2 or more feet above grade pursuant to section 5.2 and 5.4 of the *FVRD Building Bylaw No. 1188* and the *BC Building Code* they require a Building Permit.

The *FVRD Building Bylaw 1188* section 5.4 provides for an exemption for a building permit for an accessory structure, but only when it is single story and not intended to be used for residential occupancy as detailed below. All of the accessory structures on the subject property are intended for residential occupancy.

The *FVRD Building Bylaw 1188* Section 5.2(f) and 8.1.3 state that all wood stoves or solid fuel building appliances require a building permit

In the time since the construction was first discovered, the following works have been completed on the property:

- Building one – the ramada over the two recreational vehicles has been completely removed.
- Building two - the framing for the walls on the deck addition have been removed, now qualifying as exempt and no longer requiring a building permit.

Building three, the one addition structure to a recreation vehicle with wood stove installed, and building four, the one addition structure to a commercial vehicle box have both remained unchanged since they were first identified in 2018.

No building permit applications have ever been made for any of the above outlined structures.

**Multiple Building Permits are required for the construction works undertaken by the property owner.**

#### Zoning Bylaw

This property is in Electoral Area A, and a front portion of it is zoned Highway Commercial (C-2) of *Zoning Bylaw for Rural Portions of Electoral Area "A" No. 823, 1990* (Bylaw 823).

It has been confirmed by regional district staff that several recreational vehicles on the property are being used for residential purposes. The use of recreational vehicles as defined in Bylaw 823 is considered a camping use. Camping on the subject property is only permitted under regulated conditions and residential use of recreational vehicles is not permitted. Campground use is a listed permitted use in the C-2 zoned portion of the property. However, the development of a campground requires a permit as per the *Campground and Holiday Park Bylaw No. 1190, 1994*. The property owner does not currently have a campground permit, therefore camping is a prohibited land use on the property.

**A campground permit would be required to authorize a campground use on the property.**



## **COST**

Land Titles Office filing fee of approximately \$74.

The owner will be required to pay a removal fee of \$500 in accordance with the *Fraser Valley Regional Building Bylaw 1188, 2013*, after the unauthorized construction works on building three, the one addition structure to recreation vehicle with wood stove installed, and on building four, the one addition structure to commercial vehicle box are both either:

1. Demolished with Building Permits issued by the FVRD, with successful final inspections; or
2. Fully completed Building Permits for the construction works to both building three and building four are issued by the FVRD and both receive successful final inspections, and successful rezoning or the issuance of a of campground permit.

## **CONCLUSION**

It is the opinion of the Bylaw Compliance and Enforcement Officer/Appointed Building Inspector that the construction works of the addition to the recreation vehicle with wood stove installed, and the addition to the commercial vehicle box structures without Building Permits violates the *Regional District Building Bylaw*, and the *British Columbia Building Code*. Staff further notes that full compliance will only be achieved with the successful completion of Building Permits for the construction of the addition to recreation vehicle with wood stove installed, and the addition to commercial vehicle box. Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this instance and submit the above recommendation in accordance with Section 57 of the *Community Charter*.

Electoral Area Services Committee (EASC) approval and Regional District Board resolution is required to assess Section 57 notices.

The process of filing a Section 57 notice on property title is conducted in accordance with the *Community Charter* and the *Local Government Act*.

Regional District requirements for Building Permit works are being administered in accordance with related Fraser Valley Regional District Building Bylaw, Policies, and the *BC Building Code*.

## **COMMENTS BY:**

**Margaret Thornton, Director of Planning & Development**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported

April 8, 2019

**REGISTERED MAIL**

Mr. John Michael Parlett  
Mr. Dallas Shane Harris  
PO Box 59  
42900 Trans Canada Hwy  
Boston Bar BC V0K 1C0

Ms. Michelle Lynn Parlett  
Mr. John Michael Parlett  
#55 – 7790 King George Hwy  
Surrey BC V3W 5Y4

Ms. Melanie Louise Parlett  
10893 – 140<sup>th</sup> Street  
Surrey BC V3R 3G3

**FILE: 4010-20- A06043.000**

**CIVIC:** 49200 Trans Canada Hwy

**PID:** 003-318-273 / 003-318-206

**LEGAL:** That Portion of Legal Subdivision 15 Section 2 Lying Easterly of the – Way of the Canadian Northern Pacific Railway; Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan H670 (PID: 003-318-273) and Legal Subdivision 16 Section 2 Township 11 Range 26 West of the 6<sup>th</sup> Meridian Yale Division Yale District Except Plan G670 (PID: 003-318-206)

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Dear Sirs and Madams':

**Re: SHOW CAUSE HEARING SCHEDULED – Section 57 Notice on Tile  
Contraventions of Building Bylaw No. 1188, 2013 - Construction without a Building  
without a Permit – 49200 Trans Canada Hwy Boston Bar BC**


Further to our previous correspondence dated October 17, 2018 that was sent to you on the same day, please be advised you are hereby notified that your opportunity to be heard by the Regional District Electoral Area Services Committee is scheduled. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Notice against the title of your property at 49200 Trans Canada Hwy in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2018* and *BC Building Code* pursuant to Section 57 of the *Community Charter*.

The **show cause** hearing is scheduled for **May 8<sup>th</sup>, 2019 at 1:30pm**, in the Boardroom on the fourth floor of the Regional District Office at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the title of your property at 49200 Trans Canada Hwy whether or not you are in attendance. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact the Louise Hinton, with our Bylaw Enforcement Department at 604-702-5015 or [lhinton@fvrld.ca](mailto:lhinton@fvrld.ca) in advance of this meeting.

Sincerely,

 Digitally signed  
by Paul Gipps  
Date: 2019.04.05  
08:02:03 -07'00'

Paul Gipps  
Chief Administrative Officer

cc: Terry Raymond, Electoral Area Director (A)  
Margaret-Ann Thornton, Director of Planning & Development  
Greg Price, Building Inspector / Bylaw Compliance Coordinator  
Louise Hinton, Bylaw Compliant and Enforcement Officer

Attach: May 9, 2019 Staff Report from Bylaw and Appointed Building Inspector  
October 17, 2018, Copy of Bylaw Enforcement Letter to Property Owner  
March 28, 2019 Land Title Search Results  
March 28, 2019 Property Information Report  
March 28, 2019 Property Information Map  
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

October 17, 2018

VIA EMAIL: [REDACTED]

Mr. John M. Parlett  
55-7790 King George Blvd.  
Surrey BC V3W 5Y4

**FILE: 4010-20 A06043.000**

**CIVIC: 49200 Trans Canada Hwy**

**PID: 003-318-273**

**LEGAL: THAT PORTION OF LEGAL SUBDIVISION 15 SECTION 2 LYING EASTERLY OF THE RIGHT-OF-WAY OF THE CANADIAN NORTHERN PACIFIC RAILWAY; TOWNSHIP 11 RANGE 26 WEST OF THE 6<sup>TH</sup> MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLAN H670.**

Dear Mr. Parlett,

**RE: Stop Work Order and No Occupancy Orders – Bylaw Enforcement Contraventions - at 42900 Trans Canada Highway, Electoral Area A**

Further to our previous letter dated July 19, 2018 the following is a detailed list of bylaw contraventions confirmed by Regional District Staff during our recent September 21, 2018 site inspection that are occurring on your property at 49200 Trans-Canada Highway (the "property"), see enclosed photos below.





### 1) Construction of Multiple structures without Building Permits:

The FVRD Building Inspector has confirmed during the site inspection on September 21, 2018 that there has been new construction on no less than four unpermitted structures on your property at 49200 Trans Canada Highway (the "property") without any approved building permits. The following items were observed during this site visit:

#### A. One Ramada over two Recreational Vehicles (1)

- Posted Stop Work / No Occupancy Notice on September 21, 2018
- Requires a Building Permit for Construction; or demolition permit for removal
- Issued Bylaw Offence Notice Ticket No. 28889



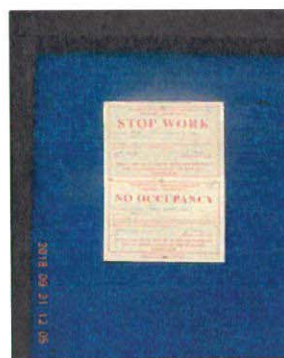
#### B. One Addition Structure to Recreational Vehicle

- Posted Stop Work / No Occupancy Notice on September 21, 2018
- Requires a Building Permit for Construction; or demolition permit for removal
- Issued Bylaw Offence Notice Ticket No. 28890



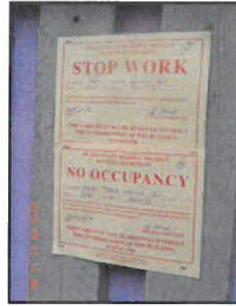
#### C. One Addition Structure to Recreational Vehicle with wood stove installed

- Posted Stop Work / No Occupancy Notice on September 21, 2018
- Requires a Building Permit for Construction; or demolition permit for removal
- Issued Bylaw Offence Notice Ticket No. 28891



## D. One Addition Structure to Commercial Vehicle Box

- Posted Stop Work / No Occupancy Notice on September 21, 2018
- Requires a Building Permit for Construction; or demolition permit for removal
- Issued Bylaw Offence Notice Ticket No. 28892



## E. Two shipping containers

- Each container requires a building permit for placement on the property or each container requires a demolition permit for removal.



Each of the unauthorized structures requires a fully completed building permit before works begin as detailed below in section 6.1 of the *Fraser Valley Regional District's Building Bylaw No. 1188, 2013*.

Building Bylaw No. 1188 Section 6 Prohibition

Section 6 of FVRD Building Bylaw No. 1188 States: *No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure, including excavation or other work related to construction until a building official has issued a valid and subsisting permit for the work*

During our site inspection and in the follow-up email of November 30, 2018 you reference several sections of the *Regional District Building Bylaw* that you felt exempted your new structures from Building Permits. The Regional District would like to clarify the following items:

**Mobile Homes require a Building Permit**

Under Section 5.2(a) of the *Regional District Building Bylaw No. 1188, 2013* placement of any mobile home on any property is required to obtain a building permit from the Regional District as detailed below:

- 5.2(a) *Subject to section 5.1, every owner of real property or his or her agent, in an area of the Regional District which is accessible by a highway maintained by the Ministry of Transportation and Infrastructure, shall obtain from the building official a building permit before commencing any construction, works, or change in occupancy as described below: (a) the placing on any land of any manufactured or factory-built home or of any housing component or modular structure;*



### Decks require a Building Permit

When decks are over 215 square feet or elevated 2 or more feet above grade pursuant to section 5.2 and 5.4 of the *FVRD Building Bylaw No. 1188* and the *BC Building Code* they require a Building Permit.

### Accessory Structure not requiring a Building Permit

The *FVRD Building Bylaw 1188* section 5.4 provides for an exemption for a building permit for an accessory structure, but only when it is single story and not intended to be used for residential occupancy as detailed below. Your detached accessory structures are all intended for residential occupancy.

- 5.4 *Notwithstanding section 5.2, a building permit is not required where the proposed construction consists of: (a) a new single storey detached accessory building or structure which is not intended to be used for any "residential occupancy" and which has a floor area not exceeding 20 square metres (215 square feet);*

Residential Occupancy is defined in the *Building Code* as the occupancy or use of a (Group C) building or part thereof by persons for whom sleeping accommodation is provided but who are not harboured or detained to receive medical care or treatment or are not involuntarily detained.

### Wood Stoves require a Building Permit

The *FVRD Building Bylaw 1188* Section 5.2(f) and 8.1.3 state that all wood stoves or solid fuel building appliances require a building permit as outlined below:

- 5.2 (f) *Subject to section 5.1, every owner of real property or his or her agent, in an area of the Regional District which is accessible by a highway maintained by the Ministry of Transportation and Infrastructure, shall obtain from the building official a building permit before commencing any construction, works, or change in occupancy as described below: (f) installation of solid fuel or oil burning appliances or chimneys;)*
- 8.1.3 *Every person shall apply for and obtain a solid fuel/oil burning appliance permit prior to the construction of a masonry fireplace or the installation of a solid fuel or oil burning appliance or chimney unless the works are encompassed by a valid building permit.*

### Ripped Up Stop Work Order/No Occupancy Notice Postings

Mr. Greg Price, Regional District Building Inspector posted stop work and no occupancy notices on four non-permitted structures on your property, and advised you these notices are to remain in place until such time as a required and fully completed building permit was submitted to the Regional District Office. As witnessed by FVRD Staff and by the admission of Ms. Nicole Brandy Parlett in her email dated September 21, 2018, you have removed all of the posted stop work and no occupancy notices from our September 21, 2018 site inspection. It is an offence to remove, or alter any notice posted by a Regional District Building Inspector as outlined in section 6.4 of the *FVRD Building Bylaw 1188* below:

- 6.4 *No person shall, unless authorized in writing by a building official, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to a building or structure pursuant to this bylaw.*

In the case of the structures on your property, the following items are required to bring the multiple unpermitted structures into compliance with the *Regional District Building Bylaw* and all other FVRD regulations prior to **November 26, 2018**:

1. The Stop Work Order and No Occupancy Notices remain effect for the all of the unpermitted structures. The structures that are posted with Notices are not to be occupied or used for residential purposes. The Stop Work and No Occupancy Notices are to remain posted on the building.
2. Submit fully completed Building Permit Applications for each of the unpermitted structures, to the Regional District office. Each of the completed applications must include:
  - Detailed drawings for the structure; including floor plans for use of all areas;
  - Detailed site plan; and
  - An initial application fee in the amount of \$150.00 for each permit.
3. Alternatively, you may consider demolishing each of the structures which will require a Building Permit for demolition for each individual structure.

Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your application, please contact one of our Building Inspectors at 604-702-5000. Building Permit Application forms are available online for your convenience on the Regional District's website at:

<http://www.fvrd.ca/EN/main/services/building-permits-inspection/forms.html>

## 2) Property Access:

During our September 21, 2018 partial site inspection of your property Regional District staff repeatedly stated to the persons present on the property that the site inspection was for the purpose of confirming land use under the *Zoning Bylaw* and any construction under the *Building Bylaw*. Constable Darren McKay of the Boston Bar RCMP was invited by FVRD staff to keep the peace.

During the entirety of the site inspection and in the follow-up email from Nikole/Brandy Parlett dated September 21, 2018 it was repeatedly stated the opinion that the FVRD did not have the authority to inspect the property. The Regional District's authority to enter property is governed by sections 284 and 219 of the *Local Government Act* and section 16 of the *Community Charter* which provide authority to enter onto a property at reasonable times to inspect and determine if all regulations, prohibitions and requirements are being met. In addition Section 7.2 of the *Regional District's Building Bylaw No. 1188, 2013* and Section 302 of the *Zoning Bylaw for Rural Portions of Electoral Area "A" No. 823, 1990* authorize Regional District staff to inspect property if there are reasonable grounds that a bylaw is being contravened.

In the case of your property, historically staff has inspected previous bylaw violations and once in the area we could visibly observe from Trans-Canada Highway that violations of both local *Building* and *Zoning Regulations* were underway. In the future the FVRD will contact the registered property owner, Mr. John Parlett at 604-749-1307 or via email [terrysilvers4466@gmail.com](mailto:terrysilvers4466@gmail.com) prior to any site inspections to arrange the site visits on a mutually convenient date. If we are unable to arrange a mutually agreeable date, we will provide you with at least 24 hour notice of our inspection.

## 3) Legal Action against the Fraser Valley Regional District:

The September 21, 2018 email from Ms. Nikole/Brandy Parlett references a number of legal actions against the FVRD. Please have your solicitor contact me at [mthornton@fvrd.ca](mailto:mthornton@fvrd.ca) or Paul Gipps, Chief Administrative Officer (CAO) at [pgipps@fvrd.ca](mailto:pgipps@fvrd.ca).

## 4) Zoning Unauthorized camping on the Property:

The comments by Ms. Nikole/Brandy Parlett during the on-site inspection of the property and the September 21, 2018 follow-up email to me reference your impression that it may be permissible under existing land use that family members of the property owner are authorized to live on the property in



recreational vehicles. Camping on your property is only permitted under regulated conditions and residential use of recreational vehicles is not permitted.

It is my interpretation as the Director of Planning and Development of the *Zoning Bylaw for Rural Portions of Electoral Area "A" No. 823, 1990* (Bylaw 823) that the front portion of your property is currently zoned as C-2 (Highway Commercial Zone) in Bylaw 823. Section 4.4.1 of Bylaw 823 provides for a list of permitted uses on that front portion of your property. Campground, as defined below is a permitted use in the C-2 Zone and is permitted in that front portion of the property.

#### Bylaw 823

Division Eight *CAMPGROUND is defined in part in the Zoning Bylaw No. 1190 as:*  
*any lot or parcel consisting of two or more recreational camping sites operated and occupied overnight or for part of the year only as temporary accommodation for campers in motor homes, tents, travel trailers or truck campers, but not in park model trailers;*

The development of a campground requires a permit as per the *Campground and Holiday Park Bylaw No. 1190, 1994* as detailed in part below. At this time you do not have a campground permit as required and therefore camping is a prohibited land use on your property.

#### Bylaw 1190

Section 1.07 *It shall be unlawful for any person to cause, suffer or permit the location, establishment, construction, extension, alteration, expansion, subdivision or operation of a natural camping ground, campground, holiday park, or to cause or allow a tent, mobile home, travel trailer, recreational vehicle or park model trailer to be parked or to remain in a natural camping ground, campground, holiday park or natural camping ground in contravention of this Bylaw or otherwise to contravene or fail to comply with this Bylaw.*

In consideration of the above please ensure that you achieve the following by the above mentioned deadline of **November 26, 2018**:

- Submit a completed application, as provided 4 in Schedule "B" of Bylaw No. 1190 for operation of a campground; or
- Discontinue the use of the property as a campground until a permit is obtained.

I have enclosed a Schedule "B" Application form for the operation of a Campground to this letter for your convenience. Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your application, please do not hesitate to contact one of our Building Inspectors at (604) 702-5000.

#### **5) Septic Requirements:**

The Fraser Health Authority regulates on-site septic approval for the Boston Bar and surrounding areas. Sewage disposal from multiple recreational vehicles on your property is occurring on site without the utilization of an approved sewage disposal system. Please ensure that the non-permitted sewage disposal is discontinued immediately and appropriate clean-up is conducted to ensure there are no environmental concerns. We have forwarded our information to the Health Authority for their follow-up.

#### **6) Previous Bylaw Enforcement at 49200 Trans-Canada Highway:**

The FVRD has been in contact with the previous property owners to address the outstanding Bylaw Enforcement issues of the abandoned residence (yellow house) and the unsecured foundation other dwelling residence that was destroyed by a structure fire. As the new owner of the property at 49200

Trans-Canada Highway you may or may not have been aware of the outstanding bylaw enforcement on your property. A change in ownership in no way negates the bylaw enforcement issue.

I have enclosed a letter to the previous property owners, dated November 14, 2014 that outlines all previous bylaw enforcement matters on the property. The following two bylaw violations that continue to remain outstanding on the property are detailed below:

- A) It is required that the foundation where the structure fire occurred needs to be backfilled to reduce the risk of persons falling into the foundation wall. Alternatively you may apply for and carry out the requirements of a demolition permit to remove the damaged foundation.
- B) The single family dwelling is unsecured, may have unauthorized squatting, and has possible structural damage rendering it an unsafe structure. It is required that you submit a fully completed Building Permit Application to renovate the dwelling or alternatively apply for and carry out the requirements of a demolition permit to remove the structure.

We believe your property in its current condition creates a serious safety concern for yourself, your neighbours and or visitors to your property. We encourage you to read the Occupiers Liability Act, regarding property safety and negligence, available online at: [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/00\\_96337\\_01](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01)

#### **8) Unsightly Property:**

It has come to the attention of the Fraser Valley Regional District that your property is once in an unsightly and untidy condition due to an accumulation of rubbish, debris, refuse and building materials.

The *Fraser Valley Regional District's Unsightly Premises and Unwholesome Matter Bylaw No. 0037, 1996* (Bylaw No. 0037), defines Unsightly as:

*UNSIGHTLY as the accumulation or storage of any building material, whether new or used, on any site or premises, other than a building material storage yard, where the owner or occupier of the premises is not in possession of a valid building permit issued by the Regional District;*

#### **Section 3 of Bylaw 0037 states:**

- a) No owner or occupier of real property, or premises on the real property, shall allow the property or premises owned or occupied by him to become or remain unsightly.*

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws, therefore it is requested that you please remove the rubbish, debris, refuse and building materials from your property by Monday, **November 26, 2018**. Some materials can be deposited at the Chaumoux Landfill at 50390 Chaumoux Road, North Bend, BC.

#### **8) Conduct during the September 21, 2018 on-site Property Inspection:**

During the site inspection on September 21, 2018 I introduced myself and FVRD staff, provided my business card and advised the reason for the site visit. The RCMP staff member was invited to keep the pace at the FVRD request. The offensive language of Nikole/Brandy Parlett during the September 21, 2018 site was unacceptable and will not be tolerated in the presence of Regional District Staff. The FVRD has a Respectful Workplace bullying and harassment prevention policy that provides a commitment to provide a work environment that is free from discrimination, bullying and harassment where all workers are treated in a fair and respectful manner with dignity and respect; including from members of the public. We will treat you respectfully and expect that all of your interactions with Regional District staff will also be respectful.



Please find attached four separate Bylaw Enforcement Offence Notice Tickets (No. 28889, No. 28890, No. 28891 and No. 28892), one for each of the four unpermitted structures viewed on your property totaling the amount of \$2000 all for the contravention of building without required Building Permits as outlined in *Bylaw Notice Enforcement Bylaw No. 1415, 2017*.

The Regional District wishes to work with you to bring your property into compliance with the *BC Building Code* and *Regional District Bylaws*. However, if you do not meet the above outlined requirements for compliance by the above stated deadline of **November 26, 2018** then you will be subject to additional fines of \$500 per occurrence and or additional enforcement action on behalf of the Regional District. We also encourage you to read the *Occupiers Liability Act*, regarding property safety and negligence, available online at: [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/00\\_96337\\_01](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01)

Ms. Brandy Parlett has contacted FVRD staff by email and telephone. Ms. Parlett advised that since the September 21, 2018 FVRD staff visit that a number of the structures posed with stop work and no occupancy notices as detailed in this letter have been removed. It is the intent of the FVRD to work cooperatively with you to bring the property into compliance.

The FVRD requires a comprehensive site inspection to catalogue all existing structures, and uses of the entire property. Please contact bylaw enforcement staff prior to **November 26, 2018** to arrange access on a mutually convenient date when you will be available to meet on site and allow access to inspect all existing structures and to confirm any if any structures have been removed. If the structures have been removed after being confirmed by an FVRD staff visit, the Bylaw Offence Notice (tickets) associated with the infractions will be reviewed. Please be aware that the authority to conduct inspections and gain entrance to property is recognized within the *Local Government Act (Section 419)* as well as the *Building Bylaw No. 1188, 2013 (Part 7.2)*.

Ms. Brandy Parlett has also requested to receive correspondence regarding the property via email: [sobergirls@outlook.com](mailto:sobergirls@outlook.com). As the registered property owner, the FVRD will correspond directly with you only. You may choose to forward the FVRD correspondence to Ms. Brandy Parlett.

If you have any questions or wish to discuss this matter further, you may contact me by calling toll-free at 1-800-528-0061, directly at 604-702-5015 or by email at [mthornton@fvr.ca](mailto:mthornton@fvr.ca). Our office hours are Monday through Friday from 8:30am to 4:30pm. Thank you in advance for your anticipated co-operation.

Respectfully,



Margaret-Ann Thornton  
Director of Planning and Development

cc: Terry Raymond, Director of Electoral Area A  
Greg Price, Building and Bylaw Coordinator  
Louise Hinton, Bylaw Compliance and Enforcement Officer  
Fraser Health Protection Office, Hope BC  
Royal Canadian Mounted Police, Boston Bar Detachment

Attach: Bylaw Offence Notice Tickets No.28889, 28890, 28891 and 28892  
Copy of Letter dated July 19, 2018  
Copy of Letter to Previous Property Owner, dated November 14, 2014



# UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

☐ City of Chilliwack ☐ District of Hope **BNE No 28880**  
☐ District of Kent ☒ Fraser Valley Regional District  
☐ Village of Harrison Hot Springs

## BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO:

SURNAME OR CORPORATE NAME <b>PARLETT</b>		<input type="checkbox"/> YOUNG PERSON	
GIVEN NAMES (OR CORPORATE NAME CONTINUED) <b>JOHN M.</b>	GENDER <b>M / F</b>	BIRTHDATE (YY MM DD)	
ADDRESS <b>49200 Trans Canada Hwy</b>			
CITY <b>Boston Bar</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V0K 1C0</b>	

VEHICLE INFORMATION (IF APPLICABLE)

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

COLOUR \_\_\_\_\_ LICENCE NO. \_\_\_\_\_ PROVINCE \_\_\_\_\_

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE:

ON OR ABOUT **2018-07-21** AT THE TIME OF **(24hr Clock)**

AT OR NEAR **49200 Trans Canada Hwy, Boston Bar**  
 STREET ADDRESS, CITY, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

**BUILDING BYLAW No. 1188, 2013**

BYLAW NAME		
DESCRIPTION OF OFFENCE	SECTION	PENALTY
BUILD WITHOUT A PERMIT	6.1	\$ 500
		\$
		\$

### EARLY PAYMENT TERMS

THE PENALTY WILL BE REDUCED BY \$10.00 IF PAYMENT IS RECEIVED WITHIN 14 DAYS. A SURCHARGE OF \$10.00 WILL BE APPLIED IF PAYMENT IS NOT RECEIVED WITHIN 28 DAYS.

IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS TICKET, YOU MAY APPEAR AT THE FOLLOWING LOCATION TO FILE AN ADJUDICATION REQUEST:  
**Upper Fraser Valley Bylaw Adjudication Registry**  
 8550 Young Road, Chilliwack, BC, V2P 8A4  
 OR DELIVER, HAVE DELIVERED OR MAIL AN ADJUDICATION REQUEST TO THE ADDRESS ON THE REVERSE.  
 IF YOU WISH TO PAY THE PENALTY, THE PENALTY AMOUNT MAY BE PAID AT THE ABOVE ADDRESS IN ACCORDANCE WITH THE PRESCRIBED INSTRUCTIONS (SEE REVERSE).

DATE SERVED **2018-10-15**  
☒ BY MAIL/COURIER ☐ HAND DELIVERED ☐ POSTED ON PROPERTY

ISSUING OFFICER **#1578**  
 SIGNATURE **[Signature]**

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

**ALLEGED OFFENDER'S COPY**

# UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

☐ City of Chilliwack ☐ District of Hope **BNE No 28880**  
☐ District of Kent ☒ Fraser Valley Regional District  
☐ Village of Harrison Hot Springs

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Local Government Bylaw Notice Enforcement Act

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ADDRESS <b>49200 Trans Canada Hwy</b>			
CITY <b>Boston Bar</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V0K 1C0</b>	

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MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

COLOUR \_\_\_\_\_ LICENCE NO. \_\_\_\_\_ PROVINCE \_\_\_\_\_

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**ALLEGED OFFENDER'S COPY**



# UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

☐ City of Chilliwack
 ☐ District of Hope
 **BNE No 28892**  
☐ District of Kent
 ☒ Fraser Valley Regional District  
☐ Village of Harrison Hot Springs

## BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO:

SURNAME OR CORPORATE NAME <b>PARLETT</b>		<input type="checkbox"/> YOUNG PERSON	
GIVEN NAMES (OR CORPORATE NAME CONTINUED) <b>JOHN M.</b>		GENDER <b>M / F</b>	BIRTHDATE (YY MM DD)
ADDRESS <b>49200 Trans Canada Hwy</b>			
CITY <b>Boston Bar</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V0K1C0</b>	

VEHICLE INFORMATION (IF APPLICABLE)

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

COLOUR \_\_\_\_\_ LICENCE NO. \_\_\_\_\_ PROVINCE \_\_\_\_\_

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		\$
		\$

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DATE SERVED **2018-10-15**

☒ BY MAIL/COURIER ☐ HAND DELIVERED ☐ POSTED ON PROPERTY

ISSUING OFFICER **#1528**

SIGNATURE **[Signature]**

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**ALLEGED OFFENDER'S COPY**

# UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

☐ City of Chilliwack
 ☐ District of Hope
 **BNE No 28891**  
☐ District of Kent
 ☒ Fraser Valley Regional District  
☐ Village of Harrison Hot Springs

## BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO:

SURNAME OR CORPORATE NAME <b>PARLETT</b>		<input type="checkbox"/> YOUNG PERSON	
GIVEN NAMES (OR CORPORATE NAME CONTINUED) <b>JOHN M.</b>		GENDER <b>M / F</b>	BIRTHDATE (YY MM DD)
ADDRESS <b>49200 Trans Canada Hwy</b>			
CITY <b>Boston Bar</b>	PROVINCE <b>BC</b>	POSTAL CODE <b>V0K1C0</b>	

VEHICLE INFORMATION (IF APPLICABLE)

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**ALLEGED OFFENDER'S COPY**

**TITLE SEARCH PRINT**

2019-03-28, 16:27:47

File Reference:

Requestor: Louise Hinton

Declared Value \$215000

**\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*****Land Title District**

Land Title Office

KAMLOOPS

KAMLOOPS

**Title Number**

From Title Number

CA7133580

CA6717701

**Application Received**

2018-10-17

**Application Entered**

2018-10-19

**Registered Owner in Fee Simple**

Registered Owner/Mailing Address:

JOHN MICHAEL PARLETT, BACKGROUND PERFORMER  
DALLAS SHANE HARRIS, LANDSCAPER  
PO BOX 59, 49200 TRANS CANADA HIGHWAY  
BOSTON BAR, BC  
V0K 1C0  
MICHELLE LYNN PARLETT, ECE  
#55 - 7790 KING GEORGE BOULEVARD  
SURREY, BC  
V3W 5Y4  
MELANIE LOUISE PARLETT, ECE  
10893 - 140TH STREET  
SURREY, BC  
V3R 3G3  
AS JOINT TENANTS

**Taxation Authority**

Chilliwack Assessment Area

**Description of Land**

Parcel Identifier:

003-318-273

Legal Description:

THAT PORTION OF LEGAL SUBDIVISION 15 SECTION 2 LYING EASTERLY OF THE RIGHT-  
OF-WAY OF THE CANADIAN NORTHERN PACIFIC RAILWAY; TOWNSHIP 11 RANGE 26 WEST OF  
THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLAN H670

**Legal Notations**

NONE

**TITLE SEARCH PRINT**

2019-03-28, 16:27:47

File Reference:

Requestor: Louise Hinton

Declared Value \$215000

**Charges, Liens and Interests**

Nature:	RIGHT OF WAY
Registration Number:	24112E
Registration Date and Time:	1936-09-19 10:32
Registered Owner:	CANADIAN NORTHERN PACIFIC RAILWAY COMPANY
Remarks:	INTER ALIA PART ON PLAN A838
Nature:	EASEMENT
Registration Number:	LB3250
Registration Date and Time:	2007-01-09 14:22
Remarks:	PART ON PLAN KAP82854 APPURTENANT TO THE FRACTIONAL LS 2 SEC.11 TP.11 RG.26 W6M YDYD EXCEPT THE RW OF THE CANADIAN NATIONAL RAILWAY AS SHOWN ON PLAN A706 AND PLAN H670

**Duplicate Infeasible Title**

NONE OUTSTANDING

**Transfers**

NONE

**Pending Applications**

NONE



**TITLE SEARCH PRINT**

2019-03-28, 16:29:00

File Reference:

Requestor: Louise Hinton

Declared Value \$215000

\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*

<b>Land Title District</b>	KAMLOOPS
Land Title Office	KAMLOOPS
<b>Title Number</b>	CA6810969
From Title Number	KL117082
<b>Application Received</b>	2018-05-22
<b>Application Entered</b>	2018-05-24
<b>Registered Owner in Fee Simple</b>	
Registered Owner/Mailing Address:	JOHN MICHAEL PARLETT, BACKGROUND PERFORMER 49200 TRANS CANADA HIGHWAY BOSTON BAR, BC V0K 1C0
<b>Taxation Authority</b>	Chilliwack Assessment Area
<b>Description of Land</b>	
Parcel Identifier:	003-318-206
Legal Description:	LEGAL SUBDIVISION 16 SECTION 2 TOWNSHIP 11 RANGE 26 WEST OF THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLAN H670
<b>Legal Notations</b>	NONE
<b>Charges, Liens and Interests</b>	
Nature:	RIGHT OF WAY
Registration Number:	24112E
Registration Date and Time:	1936-09-19 10:32
Registered Owner:	CANADIAN NORTHERN PACIFIC RAILWAY COMPANY
Remarks:	INTER ALIA PART ON PLAN A838
<b>Duplicate Indefeasible Title</b>	NONE OUTSTANDING
<b>Transfers</b>	NONE
<b>Pending Applications</b>	NONE



**Folio:** 732.06043.000  
**Civic:** 49200 TRANS CANADA HWY  
**Size:** 5.86 ACRES

**Pid:** 003-318-273

**Legal:** LEGAL SUBDIVISION 15, SECTION 2, TOWNSHIP 11,  
 RANGE 26, MERIDIAN W6, YALE DIV OF YALE LAND  
 DISTRICT, EXCEPT PLAN H670, E OF CNR / W \* REM

**Owner:** PARLETT, JOHN M  
 HARRIS, DALLAS S  
 49200 TRANS CANADA HWY  
 PO BOX 59  
 BOSTON BAR BC V0K 1C0  
 (CA7133580)

**Owner:** PARLETT, MELANIE L  
 10893 140TH ST  
 SURREY BC V3R 3G3  
 (CA7133580)

**Owner:** PARLETT, MICHELLE L  
 55-7790 KING GEORGE BLVD  
 SURREY BC V3W 5Y4  
 (CA7133580)

#### 2019 Taxable Assessments

				<u>Land</u>	<u>Improvements</u>	<u>Net</u>
1	Res	GENERAL	Gross	61,300	10,000	71,300
			Exempt	0	0	0
			Net	61,300	10,000	71,300
1	Res	SCHOOL	Gross	61,300	10,000	71,300
			Exempt	0	0	0
			Net	61,300	10,000	71,300

#### 2019 Actual Assessments

	<u>Land Class</u>	<u>Land</u>	<u>Impr Class</u>	<u>Impr</u>
00 - FULLY TAXABLE LAND, STRUCTURES	1 - Res	61300	1 - Res	10000

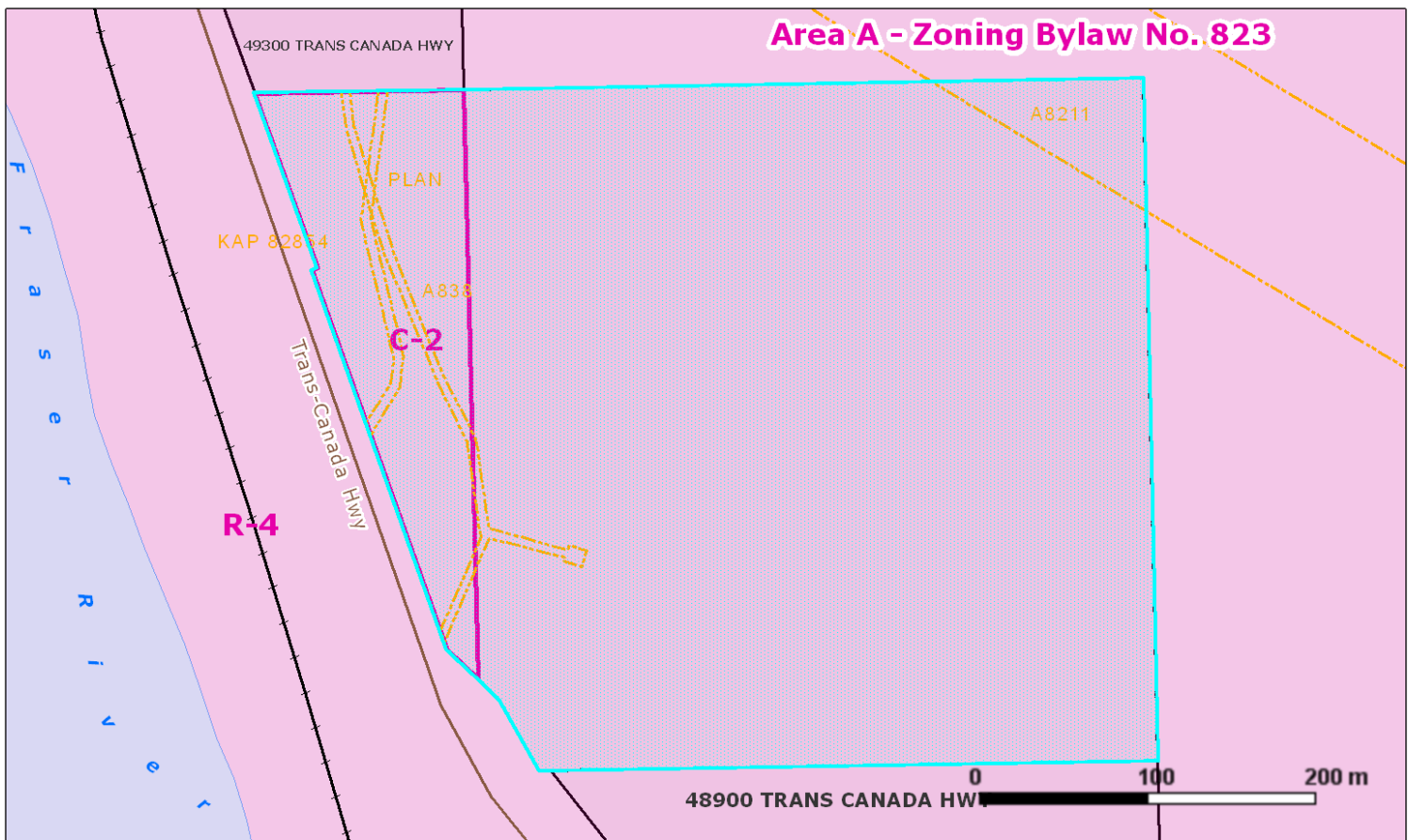
<u>Lto Number</u>	<u>Sales Price</u>	<u>Date</u>	<u>Description</u>
CA7133580	215,000.00	Oct 17, 2018	REJECT - NOT SUITABLE FOR SALES ANALYSIS
CA6810969	215,000.00	May 22, 2018	MULTIPLE PROPERTY TRANSACTION
CA6717701	215,000.00	Apr 5, 2018	REJECT - NOT SUITABLE FOR SALES ANALYSIS
87104	0.00	Apr 23, 1996	REJECT - NOT SUITABLE FOR SALES ANALYSIS
KK30952	0.00	Apr 19, 1996	REJECT - NOT SUITABLE FOR SALES ANALYSIS
83176	10,900.00	Feb 2, 1996	IMPROVED SINGLE PROPERTY CASH TRANSACTI

<u>Attribute</u>	<u>Value</u>	<u>Description</u>
ACTUAL USE	060	2 ACRES OR MORE (SINGLE FAMILY DWELLING, D
ELECTORAL AREA	A	ELECTORAL AREA A
MANUAL CLASS	0080	1 STY SFD-AFTER 1930-FAIR
NEIGHBOURHOOD	111	
SCHOOL DISTRICT	78	FRASER CASCADE
SERVICE	0245AC	
SUBDIVISION	NORTH BEN	
TENURE TYPE	01	CROWN GRANTED

<u>Classification</u>	<u>Start Date</u>	<u>Stop Date</u>	<u>Comment</u>
BYLAW ENFORCEM	Jan 1, 2002		See bylaw enforcement staff for details.A06043.000
BYLAW ENFORCEM	Jan 1, 2002		See bylaw enforcement staff for details.A06043.000
BYLAW ENFORCEM	Jan 1, 2002	Nov 18, 1993	See bylaw enforcement staff for details.A06043.000
BYLAW ENFORCEM	Jan 1, 2002	Nov 18, 1993	See bylaw enforcement staff for details.A06043.000
BYLAW ENFORCEM	Oct 2, 2018		RCMP escort required. See Bylaw Dept. for Details.

## Property Information Report

Civic Address:	49200 TRANS CANADA HWY	Lot Size:	5.86 ACRES
Folio Number:	732.06043.000	Electoral Area:	A
PID:	003-318-273	Map Scale:	1:4109
Legal Description:	LEGAL SUBDIVISION 15, SECTION 2, TOWNSHIP 11, RANGE 26, MERIDIAN W6, YALE DIV OF YALE LAND DISTRICT, EXCEPT PLAN H670, E OF CNR / W * REM		



## Land-use Information

Zoning Designation:	Contact Planning Department	Zoning Bylaw:	Contact Planning Department
OCP Designation:	Contact Planning Department	OCP Bylaw:	Contact Planning Department
DPA Designation:	Contact Planning Department	ALR:	Contact Planning Department
In Mapped Floodplain:	Contact Planning Department	Watercourse:	Contact Planning Department

## Utility Information

Local Service Area:	Contact Planning Department
---------------------	-----------------------------

This information is provided as a public resource for general information purposes only. The information shown is compiled from various sources and the Fraser Valley Regional District makes no warranties, expressed or implied, as to the accuracy or completeness of the information. This report is not a legal document and is published for information and convenience only. The Fraser Valley Regional District is not responsible for any errors or omissions that may appear on this report.

To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: Louise Hinton, Bylaw Compliance & Enforcement Officer

File No: F02302.025

**Subject:** Building Bylaw and BC Building Code Contraventions at 13085 Degraff Road, Electoral Area F, Legally Described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782 (PID: 010-712-453).

## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code*, at 13085 Degraff Road Electoral Area F, Fraser Valley Regional District, British Columbia (Legally described as: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782. (PID: 010-712-453)

## STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship

Provide Responsive & Effective Public Services

## BACKGROUND

July 15, 2011	Bylaw Officer is contacted by the RCMP that a marijuana grow operation has been dismantled on the property. The large detached shop/barn structure had five shipping containers inside and all of them were utilized to manufacture marijuana.
Aug. 5, 2011	Bylaw Officer conducted site inspection and posted stop work and no occupancy notices on the large accessory shop/barn structure.  Bylaw Letter mailed to owner, requests compliance of all matters and the deadline for response to FVRD is September 5, 2011.
Aug. 29, 2011	Owners submits Building Permit Application (BP012617) for the detached shop and marijuana growing operation remediation.
Oct. 6, 2011	Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP012617).
Dec. 19, 2011	Bylaw Officer received a telephone enquiry regarding this property from a Real Estate Agent of a potential purchaser.

Feb. 1 2012	Bylaw Officer received a separate telephone enquiry regarding this property from another Real Estate Agent of a potential purchaser.
Feb. 3, 2012	Bylaw Officer received another separate telephone enquiry regarding this property from another Real Estate Agent of a potential purchaser.
Feb. 10, 2012	Second Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP012617).
May 18, 2012	Third Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP012617).
July 19, 2012	Building Department mailed a final notice letter to owner advising him that his building permit application (BP012617) remains incomplete.
Oct. 2, 2013	File is referred back to bylaw enforcement for follow-up as Building Permit Application (BP012617) has been closed due to inactivity.
Nov. 28, 2013	Bylaw Letter mailed to Owner advising him that his file has been referred back to bylaw enforcement for follow-up. Deadline to respond to FVRD is January 13, 2014.
Dec. 6, 2013	Bylaw Officer received phone call from owner – the following was discussed: (1) one of the owners has passed away and single ownership will go on from now, (2) the structure remains on site and is currently in use, (3) Bylaw Officer explained that Building Permit is still required for building, and (4) Owner seems willing to comply.
Jan. 15, 2014	A new Building Permit Application (BP013074) has been submitted to the FVRD for the same single structure, as an accessory agricultural barn for growing.
Mar. 3, 2016	Building Department mailed a letter to the owner advising him that his building permit application (BP0113074) is closed due to outstanding items.
Mar. 16, 2016	Bylaw Letter mailed to owner with a bylaw ticket (No. 22884) attached advising him that his building permit file was closed and referred back to bylaw enforcement for follow-up. Deadline to respond to FVRD is April 17, 2016.
April 18, 2016	Bylaw Notice Ticket is paid in full.  A third Building Permit Application (BP013569) has been submitted to the FVRD for the same accessory structure; this building permit describes the same structure as a barn.
June 22, 2016	Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP013569).

Jan. 26, 2017	Staff conducts a file review and the building permit file remains unchanged – no further outstanding building permit items have been submitted to the FVRD Building Department.
Jan. 30, 2017	Second Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP013569).
Mar. 23, 2018	Third Building Department Letter is mailed to owner advising him of outstanding items remaining to complete his Building Permit Application (BP013569).
July 19, 2018	Building Department mailed a letter to the owner advising him that his building permit application (BP013569) is closed due to inactivity.
Jan. 10, 2019	Bylaw Officer and Building Inspector conduct drive by site inspection – structure remains on the property.
Jan. 17, 2019	A final warning Bylaw letter is mailed to property owner advising owner of staff recommendation to proceed with the process to register a notice on title.
Feb. 20, 2019	A hand written letter is received by FVRD from the property owner outlining his history on the structure.
April 8, 2019	Bylaw Officer attempted to contact the property owner by telephone and the following was discussed (1) lengthy history of Bylaw file, (2) notice on title process, and (3) owner stated he understood and agreed to staff move forward to pursue a Notice on Title on his property.
April 9, 2019	Bylaw Staff sent a letter by mail to owner notifying him of the show cause hearing for May 8, 2019.

**INSPECTION PHOTOS OF SUBJECT PROPERTY:**

July 16, 2011





July 16, 2011 continued



August 5, 2011



January 10, 2019



## DISCUSSION

Section 57 of the Community Charter allows a Building Inspector to recommend a resolution to place a Notice on the Title of a property if a contravention of a bylaw or another enactment that related to the construction or safety of a building is observed. A Notice on Title serves as notice to anyone searching the title that the property may be in breach of local government bylaws or other enactments; provides disclosure to future owners; and protects against potential claims with regard to the contraventions.

Staff would like you to consider the following information:

### Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas via the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* (Building Bylaw) for health, safety and the protection of persons and property. The bylaw provides that no person shall commence any construction, alternation, reconstruction, demolition, removal, relocation or change the occupancy of any building.

The construction works to build the detached accessory barn/shop structure was first discovered in 2011 to have been constructed around the placement of six large sixty foot shipping containers for the operation of several marijuana growing operations without any building permits.

The construction of this large accessory structure that encloses the six shipping containers is required to have an issued building permit prior to the start of construction. This construction of this building has been completed for a number of years without a permit.

Any structure that has a change of use from its initial intended use is required to obtain a Building Permit to authorize the new use in order to comply with *Bylaw* and *BC Building Code* Regulations. The initial use of the detached accessory shop/barn would be for storage or possibly agricultural use, so a permit is required for the change of use to a Marijuana Grow Operation.

Three separate building permit applications have been made to the FVRD for this single structure (2011, 2014, and 2016). However, none of the required documentation has ever been submitted to the FVRD for any of the applications. All three applications were closed due to inactivity.

**A Building Permit is required for the construction works undertaken by the property owner.**

### Zoning Bylaw

This property is in Electoral Area F, and it is zoned Upland Agricultural (A-1) of *Zoning Bylaw No. 559, 1992 for Area "G" Portions of "C" and "F"* (Bylaw 559). The primary purpose of this zone is to contain a cohesive and well-defined community of agricultural lands.

The detached accessory barn/shop structure is currently being used to operate Marijuana Grow Operation. A Marihuana Grow Operation Use is listed as a permitted use in the Upland Agricultural (A-1) zone provided that it is approved by the appropriate provincial and federal authorities.

The subject Property is entirely within the Agricultural Land Reserve (ALR) and therefore the production of cannabis in accordance with the Cannabis Act and Agricultural Land Commission Regulations is permitted if it meets the criteria as outlined by the ALC.

## **COST**

Land Titles Office filing fee of approximately \$74.

The owner will be required to pay a removal fee of \$500 in accordance with the *Fraser Valley Regional Building Bylaw 1188, 2013*, after the unauthorized construction works on the detached accessory barn structure is either:

1. Demolished with a Building Permit issued by the FVRD, with a successful final inspection; or
2. Fully completed Building Permit for the construction works to the detached accessory barn/shop structure is issued by the FVRD and receives a successful final inspection.

## **CONCLUSION**

It is the opinion of the Bylaw Compliance and Enforcement Officer/Appointed Building Inspector that the construction works of the addition to the detached accessory barn/shop structure without Building Permits violates the *Regional District Building Bylaw*, and the *British Columbia Building Code*. Staff further notes that full compliance will only be achieved with the successful completion of a Building Permit for the construction works to the detached accessory barn structure. Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this instance and submit the above recommendation in accordance with Section 57 of the *Community Charter*.

Electoral Area Services Committee (EASC) approval and Regional District Board resolution is required to assess Section 57 notices.

The process of filing a Section 57 notice on property title is conducted in accordance with the *Community Charter* and the *Local Government Act*.

Regional District requirements for Building Permit works are being administered in accordance with related Fraser Valley Regional District Building Bylaw, Policies, and the *BC Building Code*.

## **COMMENTS BY:**

**Margaret Thornton, Director of Planning & Development**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported



April 8, 2019

**REGISTERED MAIL**

Mr. Michael Maurice Desaulniers  
3089 Starlight Way  
Coquitlam BC V3C 3P9

**FILE: 4010-20- F02302.025**

CIVIC: 13085 Degraff Road

PID: 010-712-453

LEGAL: LOT 14 SECTION 25 TOWNSHIP 18 EAST OF THE COAST MERIDIAN  
NEW WESTMINSTER DISTRICT PLAN 2782

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Dear Mr. Desaulniers:

**Re: SHOW CAUSE HEARING SCHEDULED – Section 57 Notice on Title  
Contraventions of Building Bylaw No. 1188, 2013 - Construction without a Building  
without a Permit – 13085 Degraff Road Mission BC (Electoral Area: F)**

Further to our previous correspondence dated January 16, 2019 that was sent to you on the same day, please be advised you are hereby notified that your opportunity to be heard by the Regional District Electoral Area Services Committee is scheduled. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Notice against the titles of both parcels on your property at 13085 Degraff Road in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2018* and *BC Building Code* pursuant to Section 57 of the *Community Charter*.

The **show cause** hearing is scheduled for **May 8<sup>th</sup>, 2019 at 1:30pm**, in the Boardroom on the fourth floor of the Regional District Office at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the titles of both parcels on your property at 13085 Degraff Road whether or not you are in attendance. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact the Louise Hinton, with our Bylaw Enforcement Department at 604-702-5015 or [lhinton@fvrd.ca](mailto:lhinton@fvrd.ca) in advance of this meeting.

Sincerely,

 Digitally signed by Paul  
Gipps  
Date: 2019.04.05 08:04:20  
-07'00'

Paul Gipps  
Chief Administrative Officer

cc: Hugh Davidson, Electoral Area Director (F)  
Margaret-Ann Thornton, Director of Planning & Development  
Greg Price, Building Inspector / Bylaw Compliance Coordinator  
Louise Hinton, Bylaw Compliant and Enforcement Officer  
Review of Registered Property Title – Organizations with interest in property  
HBC Bank Canada (Mortgage #BA549739)

Attach: May 8, 2019 Staff Report from Bylaw and Appointed Building Inspector  
January 16, 2019, Copy of Bylaw Enforcement Letter to Property Owner  
March 23, 2018, Copy of Building Department Incomplete Application letter to Owner  
March 29, 2019 Land Title Search Results  
March 29, 2019 Property Information Report  
March 29, 2019 Property Information Map  
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

January 16, 2019

Mr. Michael Desaulniers  
3089 Starlight Way  
Coquitlam, BC V3C 3P9

FILE: **4010-20-F02302.025**

CIVIC: 13085 Degraff Road

PID: 010-712-453

LEGAL: Lot 14 Section 25 Township 18 East of the Coast Meridian New Westminster District Plan 2782

---

Dear Mr. Desaulniers:

**RE: Final Warning – Construction without a Building Permit at 13085 Degraff Road**

Further to our previous correspondence dated July 19, 2018, March 16, 2016, November 28, 2013 and August 5, 2011, Fraser Valley Regional District staff confirmed during our most recent site inspection on January 10, 2019 that your property at 13085 Degraff Road (the “property”) remains in breach of the Regional District bylaws despite our prior requests for compliance. Staff has verified that the unauthorized construction of the accessory building (barn) that was done without the benefit of a building permit remains in place despite our requests for compliance. See enclosed photos below:



Fraser Valley Regional District’s Building bylaw No. 1188, 2013 section 6 states:

Section 6 Prohibition

*No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure, including excavation or other work related to construction until a building official has issued a valid and subsisting permit for the work.*

The Regional District continues to have an open bylaw enforcement file with regard to the illegal construction on your property. It has now been seven years since the infraction of construction without a building permit has been discovered and posted with Stop Work No Occupancy. The Regional District has made multiple attempts to work with you to help bring the property into compliance with all current bylaws since August of 2011.

Considering that you have not been able to meet any of the previously given deadlines to comply with the building permit requirements on three separate building permit applications (BPA012617, BPA013074 and BPA013569), the Regional District will proceed with the process of registering a Notice on Title of your property with the Land Titles Office as outlined in Section 57 of the *Community Charter*. Please see the enclosed information sheet that provides further details on the process.

If you do wish to take steps towards gaining compliance in the above stated matter please ensure a fully completed building permit application is submitted for the above noted construction to the Fraser Valley Regional District's Building Department no later than **February 28, 2019**. Alternatively, you may choose to demolish the unpermitted construction with an issued demolition permit. If you choose to proceed and follow through with a building permit, please ensure that the application form includes the following items:

- Detailed construction drawings including floor plans and uses for each space
- Detailed site plan of the entire property drawn to scale, showing all buildings, septic and well location, driveway and all setbacks to property lines
- An initial application fee of \$150

Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your application, please contact one of our Building Inspectors at 604-702-5000. Building Permit Application forms are available online for your convenience on the Regional District's website at: <http://www.fvrd.ca/EN/main/services/building-permits-inspection/forms.html>

If you fail to meet the above stated deadline of **February 28, 2019**, we will move forward to begin the process of registering a notice on title of your property with the Land Titles Office as outlined in section 57 of the *Community Charter*.

The primary purpose of an owner obtaining their Building Permit is for the safety of its occupants. Having a non-approved building puts the occupants at risk and should an unfortunate incident occur the owner may be held liable. We encourage you to read the BC Occupiers Liability Act regarding property safety and negligence, available online at:

[http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/00\\_96337\\_01](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01)

Your Electoral Area Director is copied on this letter to keep them informed of bylaw matters in the community.

We look forward to your anticipated cooperation in the quick resolution of this matter. If you have any questions or wish to discuss this matter further, you may contact me by calling toll-free at 1-800-528-0061, directly at 604-702-5015 or by email at [lhinton@fvrd.ca](mailto:lhinton@fvrd.ca). Our office hours are Monday through Friday from 8:30am to 4:30pm.

Respectfully,

Digitally signed  
by Louise Hinton  
Date: 2019.01.16



Louise Hinton 15:03:26 -08'00'

Bylaw, Compliance and Enforcement Officer

Attach: Copy of Letter dated July 19, 2018  
Copy of Letter dated March 16, 2016  
Copy of Letter dated November 28, 2013  
Copy of Letter dated August 5, 2011  
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

cc: Hugh Davidson, Director of Electoral Area F  
Margaret-Ann Thornton, Director of Planning & Development  
Greg Price, Building & Bylaw Compliance Coordinator



March 23, 2018

Michael Desaulniers  
3089 Starlight Way  
Coquitlam, BC V3C 3P9

**FILE: BP013569**

CIVIC: 13085 DeGraff Road

PID: 010-712-453

LEGAL: Lot 14, Section 25, Township 18, New Westminster District, Plan NWP2782 Part SE 1/4

Dear Mr. Desaulniers;

**RE: BUILDING PERMIT APPLICATION - BARN**

Thank you for submitting a building permit application on April 18, 2016 for the placement of the above referenced *Barn*. The *Barn* is an existing structure built without a valid building permit. In reviewing your application and the information submitted, we require the following to clarify the details of your application and to assist with issuance of your Building Permit.

PLANNING:

1. During our visit to the property on April 26, 2016 we were unable to gain access into the structure to confirm the intended use and occupancy of the *Barn*.
2. If the *Barn* is to be used for cultivation, growth, storage, distribution, testing or research of medical marihuana, please provide documentation, such as copies of licences, to demonstrate that it is a legal use of land. A medical marijuana operation is permitted under the A-1 zoning of the property, subject to Health Canada licencing.
3. The *Barn* is located near a watercourse as observed during our site inspection of the property. A development Permit is required to address provincial requirements for protection of fish habitat. Development Permit and Building Permit applications may proceed at the same time to streamline the process. Regional District Planning staff will help you with the Development Permit; call 604-702-5487 or email [planning@fvrd.bc.ca](mailto:planning@fvrd.bc.ca).
4. Please submit a revised site plan that is drawn to scale and includes all of the following:
  - a. the entire property complete with all existing buildings and structures;
  - b. the proposed *Barn* with setbacks to all property lines, watercourses and wells;
  - c. the location of the septic field, tank and driveway; and,
  - d. rock pit/storm drainage system (minimum 5.0m from any foundation).

This site plan will help us ensure your structure complies with all required setbacks. An example of a site plan is attached. You may prepare the site plan yourself, but it must be drawn to scale and contain the above-noted information.

BUILDING:

5. Please submit the following information prepared by a *Registered Professional of Record*:

- a. Schedule B and 3 sets of sealed drawings for all structural aspects of the project that reflect a frost depth of 0.45m and climatic (snow) loads of,  $S_s=3.0\text{kpa}$  &  $S_r=0.6\text{kpa}$
- b. Schedule B and a sealed subsurface geotechnical report.

This is required to meet the requirements of the BC Building Code.

A Registered Professional of Record is a person who is registered or licensed to practise as an Architect under the Architects Act, or a person who is registered or licensed to practise as a Professional Engineer under the Engineers and Geoscientists Act.

6. Please submit a BC Land Surveyor prepared location survey complete with setbacks to each property line, and the natural boundary of the pond.
7. Please provide three complete sets of construction drawings. Construction drawings are scaled drawings which provide sufficient information to show that the proposed work and proposed occupancy will conform to the *BC Building Code*, FVRD Bylaws, other relevant legislation or regulations. Note this item and item 5a may be combined.

It is noted that two previous building permit applications were applied for the Barn in August 2011 and January 2014. These applications were not finalized and FVRD Bylaw Enforcement was in contact with you to resolve this matter. Accordingly, please provide the above noted information no later than **November 22, 2016** to avoid further ticketing and referral to the Regional Board for their consideration and recommendation regarding further bylaw enforcement. Once the above has been submitted, we will continue our review of your building permit application. Further information about the proposed construction may be requested when we complete our review of your application.

Please contact me at 604-702-5019 or toll free 1-800-528-0061 at your convenience if you require any further information or clarification regarding any of the items in this letter.

Yours truly,



 Rudy Wieler, ASCT, RBO, CCBO,  
Building Official

cc: Ray Boucher, Director of Electoral Area F  
Margaret-Ann Thornton, Director of Planning & Development  
Jennifer Wells, Bylaw, Permits & Licences Technician

**TITLE SEARCH PRINT**

2019-03-29, 15:50:21

File Reference:

Requestor: Louise Hinton

Declared Value \$666000

\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*

<b>Land Title District</b> Land Title Office	NEW WESTMINSTER NEW WESTMINSTER
<b>Title Number</b> From Title Number	CA3705744 BA549738
<b>Application Received</b>	2014-05-01
<b>Application Entered</b>	2014-05-12
<b>Registered Owner in Fee Simple</b> Registered Owner/Mailing Address:	MICHAEL MAURICE DESAULNIERS, MILL RIGHT 3089 STARLIGHT WAY COQUITLAM, BC V3C 3P9
<b>Taxation Authority</b>	New Westminister Assessment District
<b>Description of Land</b> Parcel Identifier: Legal Description:	010-712-453 LOT 14 SECTION 25 TOWNSHIP 18 EAST OF THE COAST MERIDIAN NEW WESTMINSTER DISTRICT PLAN 2782
<b>Legal Notations</b>	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 17 DEPOSITED JULY 30TH, 1974.
<b>Charges, Liens and Interests</b> Nature: Registration Number: Registration Date and Time: Registered Owner:	MORTGAGE BA549739 2006-09-20 09:12 HSBC BANK CANADA
<b>Duplicate Indefeasible Title</b>	NONE OUTSTANDING
<b>Transfers</b>	NONE
<b>Pending Applications</b>	NONE

**Folio:** 775.02302.025**Civic:** 13085 DEGRAFF RD**Size:** 4.6 ACRES**Pid:** 010-712-453**Legal:** LOT 14, PLAN NWP2782, PART SE1/4, SECTION 25,  
TOWNSHIP 18, NEW WESTMINSTER LAND DISTRICT**Owner:** DESAULNIERS, MICHAEL M  
3089 STARLIGHT WAY  
COQUITLAM BC V3C 3P9  
(CA3705744)**2019 Taxable Assessments**

				<u>Land</u>	<u>Improvements</u>	<u>Net</u>
1	Res	GENERAL	Gross	552,000	616,000	1,168,000
			Exempt	0	0	0
			Net	552,000	616,000	1,168,000
1	Res	SCHOOL	Gross	552,000	616,000	1,168,000
			Exempt	-276,000	0	-276,000
			Net	276,000	616,000	892,000

**2019 Actual Assessments**

	<u>Land Class</u>	<u>Land</u>	<u>Impr Class</u>	<u>Impr</u>
00 - FULLY TAXABLE LAND, STRUCTURES	1 - Res	0	1 - Res	616000
13 - AGRICULTURAL LAND RESERVE	1 - Res	552000	1 - Res	0

<u>Lto Number</u>	<u>Sales Price</u>	<u>Date</u>	<u>Description</u>
CA3705744	666,000.00	May 1, 2014	REJECT - NOT SUITABLE FOR SALES ANALYSIS
BA549738	774,900.00	Sep 20, 2006	IMPROVED SINGLE PROPERTY
BV255175	485,000.00	Jul 4, 2003	IMPROVED SINGLE PROPERTY
BF353355	82,000.00	Sep 17, 1992	VACANT SINGLE PROPERTY CASH TRANSACTION

<u>Attribute</u>	<u>Value</u>	<u>Description</u>
ACTUAL USE	060	2 ACRES OR MORE (SINGLE FAMILY DWELLING, D
DEFINED	B	
ELECTORAL AREA	F	ELECTORAL AREA F
MANUAL CLASS	0147	2 STY SFD-NEW STANDARD
NEIGHBOURHOOD	803	
SCHOOL DISTRICT	75	MISSION
SERVICE	045CDF	
TENURE TYPE	01	CROWN GRANTED

<u>Classification</u>	<u>Start Date</u>	<u>Stop Date</u>	<u>Comment</u>
BYLAW ENFORCEM	Aug 5, 2011		See BE staff for details



**Property Information Report**

Civic Address:	13085 DEGRAFF RD	Lot Size:	4.6 ACRES
Folio Number:	775.02302.025	Electoral Area:	F
PID:	010-712-453	Map Scale:	1:4640
Legal Description:	LOT 14, PLAN NWP2782, PART SE1/4, SECTION 25, TOWNSHIP 18, NEW WESTMINSTER LAND DISTRICT		

13213 DEGRAFF RD		13225 SPRATT RD		13220 SPRATT RD
13178 BURNS RD	13171 DEGRAFF RD	13240 DEGRAFF RD	13173 SPRATT RD	13160 SPRATT RD
13122 BURNS RD	13111 DEGRAFF RD		13131 SPRATT RD	
13066 BURNS RD	13085 DEGRAFF RD	13068 DEGRAFF RD	13085 SPRATT RD	13050 SPRATT RD
13010 BURNS RD	13013 DEGRAFF RD	13020 DEGRAFF RD	13011 SPRATT RD	
12980 BURNS RD	12975 DEGRAFF RD	12972 DEGRAFF RD	12991 SPRATT RD	12930 SPRATT RD

**Land-use Information**

Zoning Designation:	Contact Planning Department	Zoning Bylaw:	Contact Planning Department
OCP Designation:	Contact Planning Department	OCP Bylaw:	Contact Planning Department
DPA Designation:	Contact Planning Department	ALR:	Contact Planning Department
In Mapped Floodplain:	Contact Planning Department	Watercourse:	Contact Planning Department

**Utility Information**

Local Service Area:	Contact Planning Department
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This information is provided as a public resource for general information purposes only. The information shown is compiled from various sources and the Fraser Valley Regional District makes no warranties, expressed or implied, as to the accuracy or completeness of the information. This report is not a legal document and is published for information and convenience only. The Fraser Valley Regional District is not responsible for any errors or omissions that may appear on this report.

To: CAO for the Electoral Area Services Committee  
From: Mike Veenbaas, Director of Financial Services

Date: 2019-04-09  
File No: 7960-02

**Subject:** Fraser Valley Regional Library Branch Improvements – Yale & Boston Bar

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### RECOMMENDATION

**THAT** the Electoral Area Services Committee provide direction to Staff regarding improvements to the FVRL Yale and Boston Bar Branches by selecting one of the options below:

**Option 1:** \$3,000 in improvements to both branches for the installation of external book drops

**Option 2:** \$45,000 for Yale Branch and \$33,000 for the Boston Bar Branch to address a number of projects as outlined in the FVRL proposal

**Option 3:** \$45,000 for Yale Branch and \$58,000 for Boston Bar Branch for additional improvements being requested at the Boston Bar Branch

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community  
Provide Responsive & Effective Public Services

### PRIORITIES

Priority #4 Tourism

### BACKGROUND

The Fraser Valley Regional Library attended the March EASC meeting to present on the operations of the FVRL system and specifically the two branches operated under the Fraser Valley Regional District. In addition they presented a capital funding request for proposed improvements to the Yale and Boston Bar Branches.

### DISCUSSION

A detailed funding request proposal has been prepared by FVRL staff, attached to this memo and circulated to Directors Raymond and Adamson directly as the impacted branches are located within their electoral areas.

The goal of the project is to improve and revitalize the Yale and Boston Bar Branches through a major facelift thereby increasing its appeal to existing and potentially new customers.

## **COST**

The Electoral Area Regional Library Service has a capital reserve balance of \$143,000 as at December 31, 2018 that the committee could consider allocating funding from for the project proposals. These funds were collected in years past from all electoral areas and there are no current plans for the funds.

## **CONCLUSION**

The FVRL would like to see some renovations and upgrades be completed to the Yale and Boston Bar Branches in order to increase their appeal to the users. They are seeking funding support from EASC to complete these projects.

## **COMMENTS BY:**

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

# Proposed Changes To Yale and Boston Bar Libraries

Submitted by: Nicole Glentworth, Library Manager



Read. www.fvrl.ca Learn. Play.

## **Project Outline**

To improve and revitalize the Yale and Boston Bar Libraries through a major facelift thereby increasing its appeal to existing and potentially new customers.

## **Background Information**

These two rural libraries have not had any major capital investments in them for over 25 years. The furniture and space are dated, and are not in line with the typical look and feel of other FVRL libraries.

Most/all of the furniture has been donated by the community over the years. As the donated furniture was a household item, they do not wear in the same way as commercial items, nor do they present a consistent look and feel throughout the library space. Other items such as the shelves at Yale, were possibly the original shelves when the school was in operation and are beginning to show their age and do not have the flexibility that is needed, as our collection changes.

Additionally, at the Yale Library there are two basic safety concerns:

- The front desk is laid out in such that the staff member's back is facing the entrance which (also not a welcoming for customers), and
- The electrical cord that provides power to the cash register is suspended/hanging from the ceiling, near the centre of the library.

## **Vision**

To make the best use of the small spaces in these two libraries, giving them the flexibility to change as the demand of the space changes over future years. The aim is to align the space with the mission of FVRL "Opening minds. Enabling dreams."

## Project Details

### YALE LIBRARY

- Install exterior freestanding bookdrop for customers to return items when library is closed (currently no option in place which may be a deterrent for some to use their local library)



External bookdrop for items to be returned outside of open hours

- Remove and replace service desk with U-shaped desk opposite the main entrance of the library for better sight lines to the front door (current Health and Safety issue)
- Remove hanging power cable from middle of the library and seal off the connection



Electrical cord suspended from ceiling

Main entrance

Service desk area



No sight lines from front desk to secondary entrance door

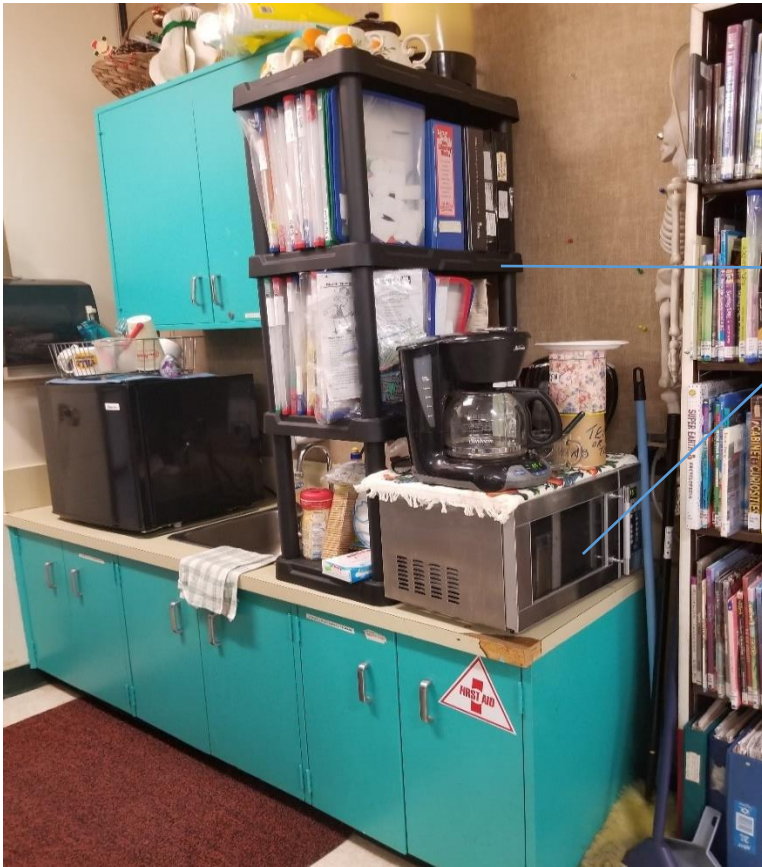


- Remove and replace wall shelving (may need to repair area behind as the condition of the walls is not known, but should be minimal as the new shelves will be mounted in the same space)



Old shelving not adjustable

- Remove and replace sink, faucet and under sink cabinets (remove over sink cabinets and repair wall or cover wall with mirror or piece of art)



Aged units with little storage options



- Replace public chairs, couch and computer chairs (chairs donated from other libraries over the years as they reached the end of their salvageable life)

Door not functional

Donated chairs and table  
from another library



- Purchase specialized furnishing from library supplier (children's table and chairs, adult table and chairs, book display units)



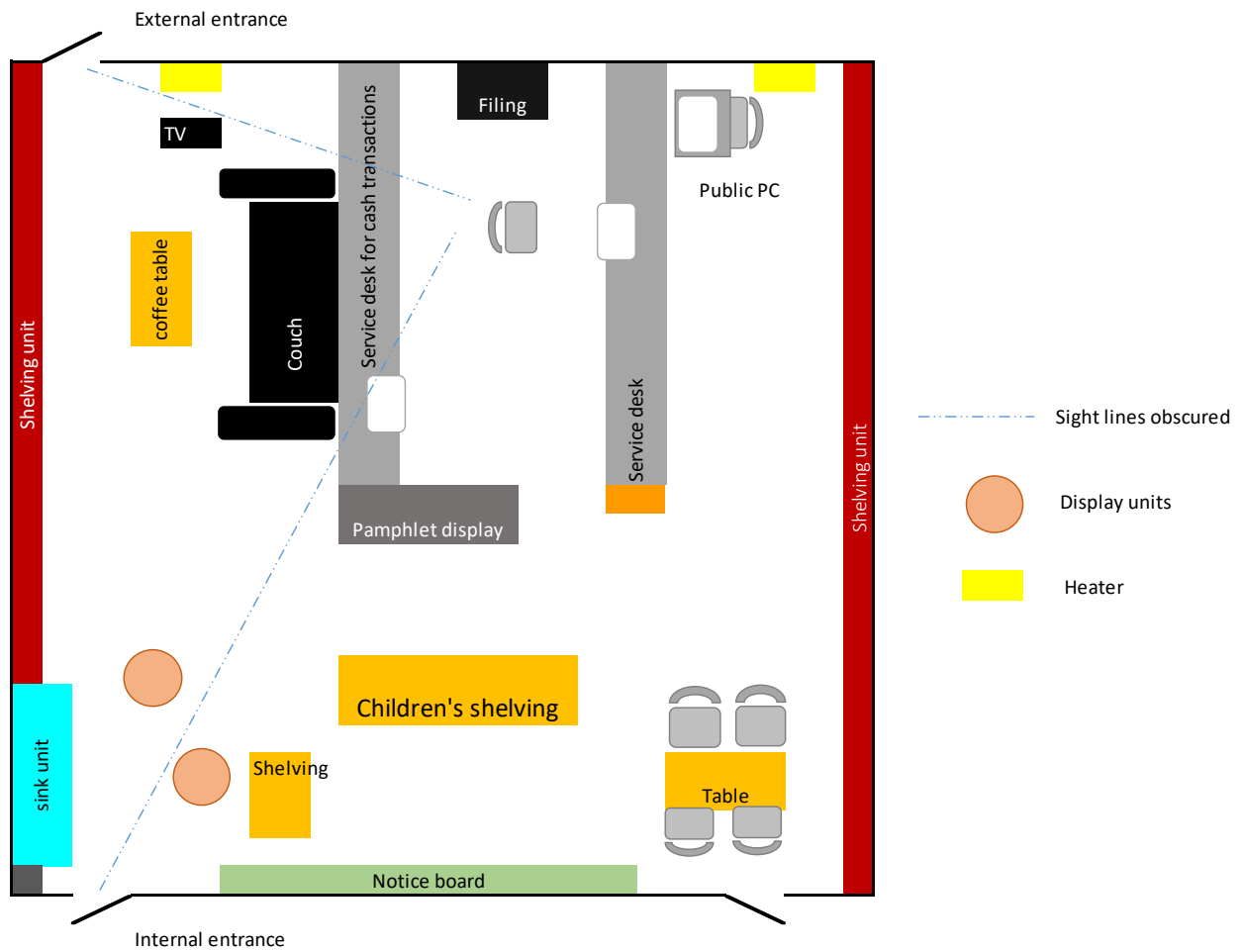
Children's furniture from another library

- Change flooring and baseboards (previously the flooring of two classrooms and has areas of obvious wear)
- Paint the interior walls of the library in a more vibrant colour, repairing any damage that has been caused over the years
- Purchase new display backgrounds and filing cabinet

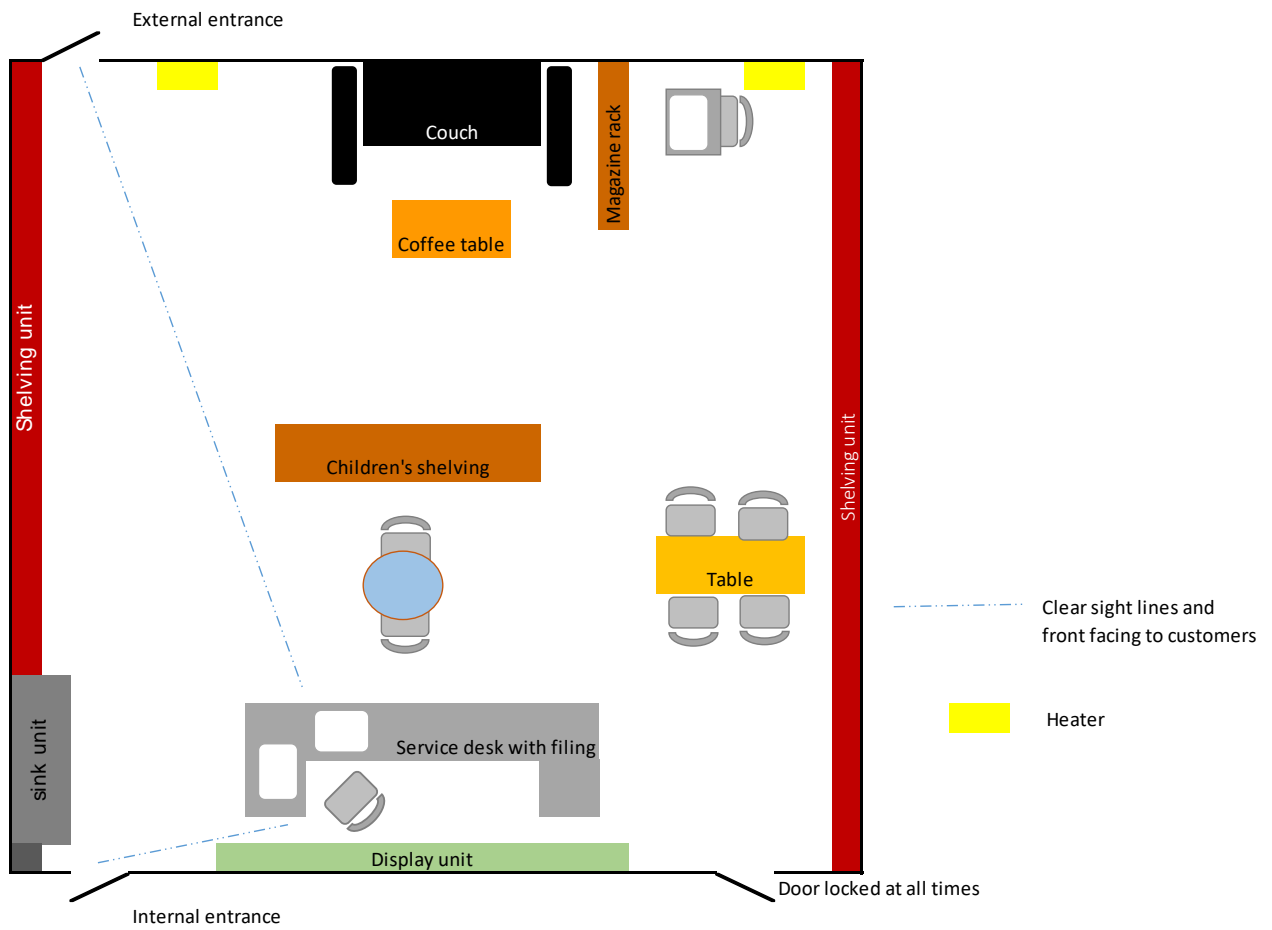


Customer's record could be seen by other customers as they enter the library

- Ceiling tile replacement (optional). Tiles are a variety of shades and patterns due to damage over the years and replacement from different stock



**Current Floorplan of Yale Library**



## Proposed Floorplan for Yale Library

The estimated time for renovations including ceiling tiles is 2 weeks which will be 4 days of operation since the library opens 2 days per week. Staff have the option of setting up a popup temporary library across the hall in one of the classrooms, thereby minimizing disruption of service. Van deliveries will remain the same. Staff will use this opportunity to clean out the resources to store them more efficiently.

### **Required Resources**

Items to be packed up and moved out of the library. Contractors will dismount and dispose of shelving and furniture. Contractor will make arrangements for power supply to be installed and suspended power cord to be disabled. NEEDED: IT network cabling needs to be relocated to other side of the room. Furniture will be delivered to the library and assembled by contractors. Access would be needed to be given to the contractors for the duration of the project.

### **Personnel**

Supervisor will work in the popup library. Library Manager will be on call for any issues that may come up and work with supervisor to weed files to fit new storage units.

### **Cost**

See Appendix A



## **BOSTON BAR LIBRARY**

- Install exterior freestanding bookdrop for customers to return items when library is closed (currently no option in place)



External bookdrop for items to be returned outside of open hours

- Remove and replace wall shelving in workroom (may need wall repairs the condition of the walls behind the shelves is unknown, but should be minimal as the new shelves will be mounted in the same space. Close off the internal door access as it is no longer needed and mount shelves in its place.



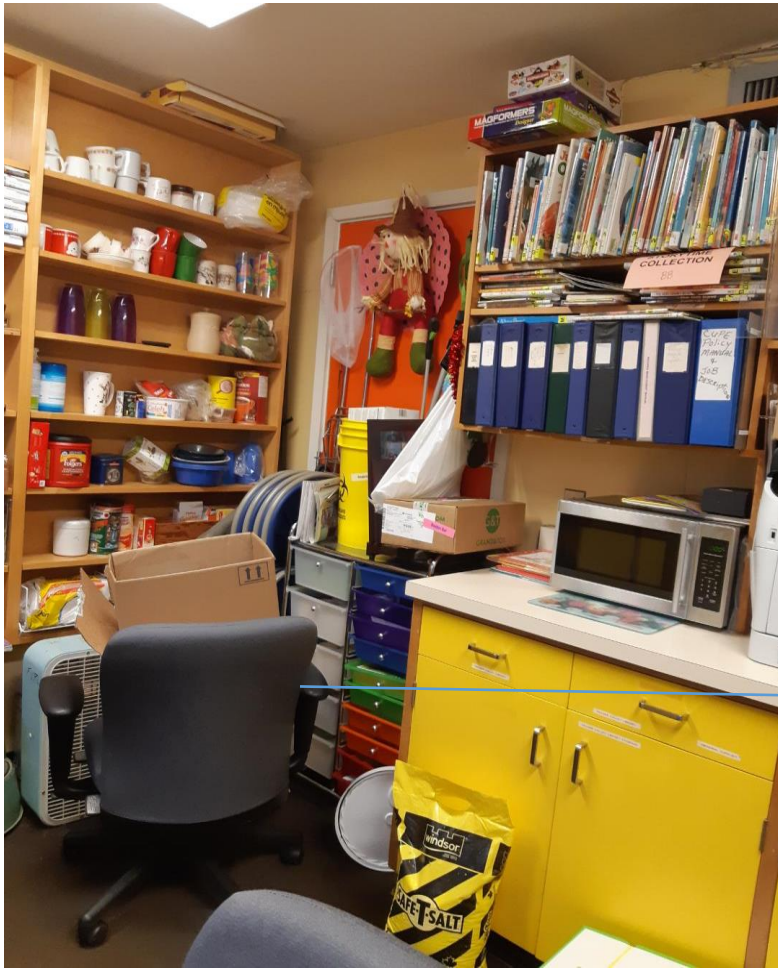
Shelving unit in need of updating and safety concerns to be addressed

- Remove and replace sink, faucet and under sink cabinets



Old sink unit, replace before it becomes an issue and creates water damage

Replace computer chairs, filing cabinet and counter organizer (chairs donated from other libraries over the years)



Old computer chairs donated from other libraries when they reached the end of their lives there

- Paint the interior walls of the library in a more vibrant colour, repairing any damage that has been caused over the years.
- Purchase specialized furnishing from library supplier (table and chairs, lounge chairs, book display units)
- Modernize front desk and lowering it for easier access to customers and new book shelves(Option 3)

**Staff / Administration**

The estimated time for renovations including ceiling tiles is 2 weeks which will be 4 days of operation. Most of the work is in the workroom so the library can remain open, painting of the public area of the library can be done on closed days. Van deliveries will remain the same. Staff will use this opportunity to clean out the resources to store them more efficiently.

**Required Resources**

Items to be packed up and moved out of the library. Contractors will dismount and dispose of shelving and furniture. No IT network cabling need to be relocated, only the printer needs to be moved for the cabinets to be fitted and then moved back. Furniture will be delivered to the library and assembled by contractors. Access would be needed to be given to the contractors for the duration of the project.

**Personnel**

Supervisor will continue to work in the library. Library Manager will be on call for any issues that may come up and work with supervisor to weed files to fit new storage units.

**Cost**

See Appendix B

# Appendix A

## Cost for Yale Library Renovations

## Option 1:

\$3000 - External Bookdrop

## Option 2:

\$34 500 + \$10 500 contingency = \$45 000

External bookdrop

Complete repaint

Flooring replacement

Furniture replacement

Address/move power cord hanging from ceiling

Re-location of the staff service desk

(Funded by: FVRD Capital Reserve)



## Appendix B

### Cost for Boston Bar Library Renovations

### Option 1:

\$3000 - External Bookdrop

### Option 2:

$\$25\,500 + \$7\,500 \text{ contingency} = \$33\,000$

External bookdrop

Complete repaint

Furniture replacement

Staff workroom renovation

Program items to be shared between the two libraries

### Option 3:

$\$45\,000 + \$12\,500 \text{ contingency} = \$58\,000$

Option 2 plus shelving and other modernization

(Funded by: FVRD Capital Reserve)

To: CAO for the Fraser Valley Regional District Board  
From: Sterling Chan, Manager of Engineering and Infrastructure

Date: 2019-04-25  
File No: 5550-55

**Subject: Fraser Valley Regional District Cultus Lake Integrated Water System Service Area Amendment Bylaws**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*;

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### PRIORITIES

Priority #2 Air & Water Quality

### BACKGROUND

Staff have received a validated petition from the owner of Cultus Lakeside Resort, at 3175 Columbia Valley Road, requesting that the boundaries of the Cultus Lake Water System Service Area be amended and extended to include their property. The property is not currently connected to the water system.

### COST

Connection costs will be paid by the property owner.

### COMMENTS BY:

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported. These units will be added to the respective service area's parcel tax roll for 2020.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported

**FRASER VALLEY REGIONAL DISTRICT**

**BYLAW NO. 1523, 2019**

**A bylaw to amend the boundaries of the Cultus Lake Integrated Water Supply and Distribution System Service Area**

---

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Cultus Lake Integrated Water Supply and Distribution System Service Area established by Bylaw No. 0906, 1990;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*.

**2) ENACTMENTS**

- a) *Fraser Valley Regional District East Cultus Lake Water Supply and Distribution System Local Service Area Establishment Bylaw No. 0906, 1990*, is hereby amended by extending the boundaries of the Service Area to include the properties shown on Schedule 1523-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 0906, 1990 is hereby replaced by Schedule 1523-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area H as shown on Schedule 1523-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Cultus Lake Integrated Water Supply and Distribution System Service Area shall henceforth apply to those lands outlined on Schedule 1523-B of this bylaw.

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

CERTIFICATION AS TO SUFFICIENCY  
AND VALIDITY OF PETITIONS this

8<sup>th</sup> day of April, 2019

READ A FIRST TIME THIS

25<sup>th</sup> day of April, 2019

READ A SECOND TIME THIS

25<sup>th</sup> day of April, 2019

READ A THIRD TIME THIS

25<sup>th</sup> day of April, 2019

ADOPTED THIS

---

Chair/Vice-Chair

---

Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019* as adopted by the Fraser Valley Regional District Board on the

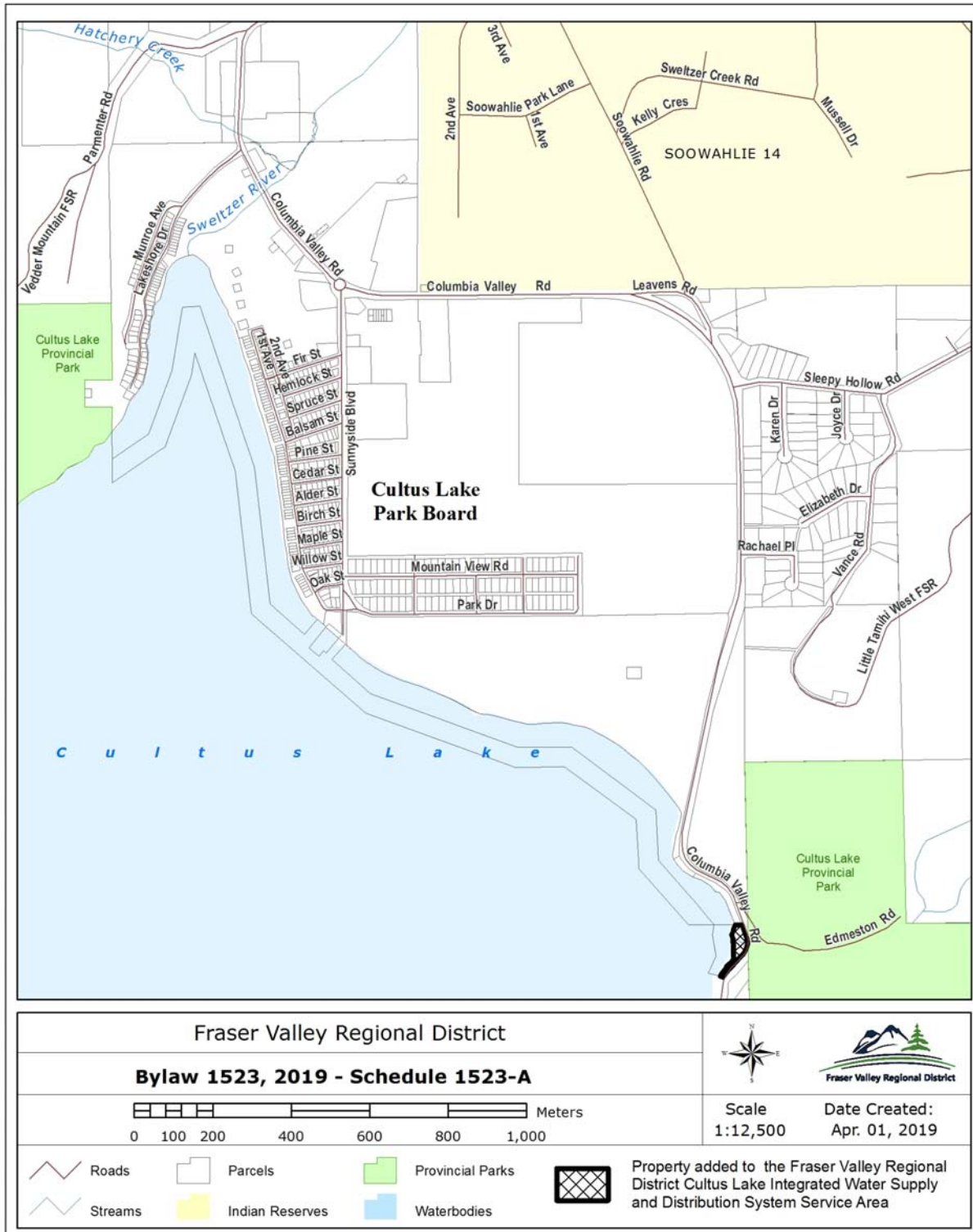
Dated at Chilliwack, BC this

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Corporate Officer/Deputy

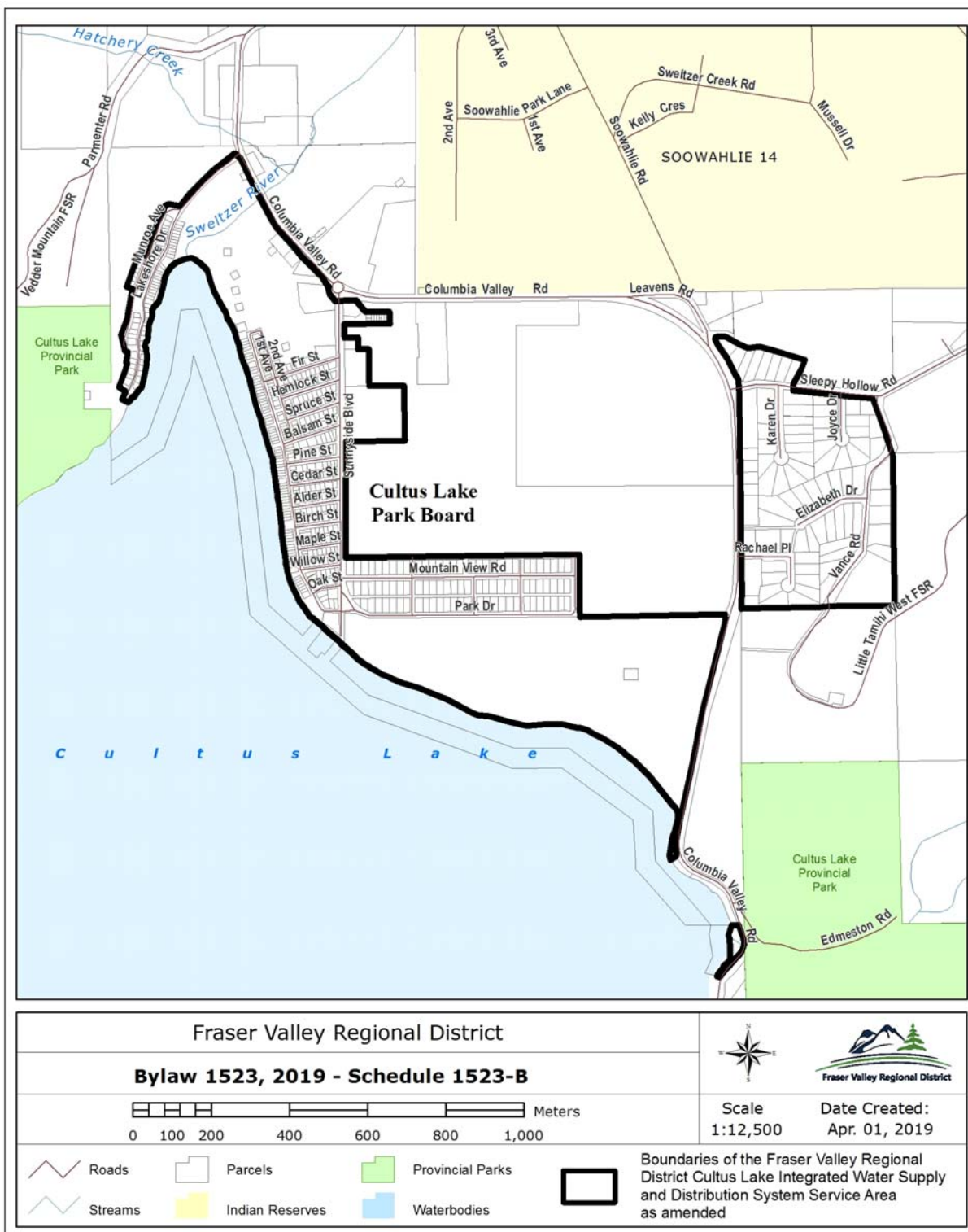


**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1523, 2019**  
**Schedule 1523-A**



This is map 1 of 1 constituting Schedule 1523-A attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*.

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1523, 2019**  
**Schedule 1523-B**



This is map 1 of 1 constituting Schedule 1523-B attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1523, 2019*

## FRASER VALLEY REGIONAL DISTRICT

### BYLAW NO. 1524, 2019

#### **A bylaw to amend the boundaries of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area**

---

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area established by Bylaw No. 1366, 2016;

**THEREFORE** the Board enacts as follows:

#### **1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.

#### **2) ENACTMENTS**

- a) *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Establishment Bylaw No. 1366, 2016*, is hereby amended by extending the boundaries of the Service Area to include the properties shown on Schedule 1524-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 1366, 2019 is hereby replaced by Schedule 1524-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area H as shown on Schedule 1524-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area shall henceforth apply to those lands outlined on Schedule 1524-B of this bylaw.

#### **3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

CERTIFICATION AS TO SUFFICIENCY  
AND VALIDITY OF PETITIONS this 8<sup>th</sup> day of April, 2019

READ A FIRST TIME THIS 25<sup>th</sup> day of April, 2019

READ A SECOND TIME THIS 25<sup>th</sup> day of April, 2019

READ A THIRD TIME THIS 25<sup>th</sup> day of April, 2019

ADOPTED THIS

---

Chair/Vice-Chair

---

Corporate Officer/Deputy

**5) CERTIFICATION**

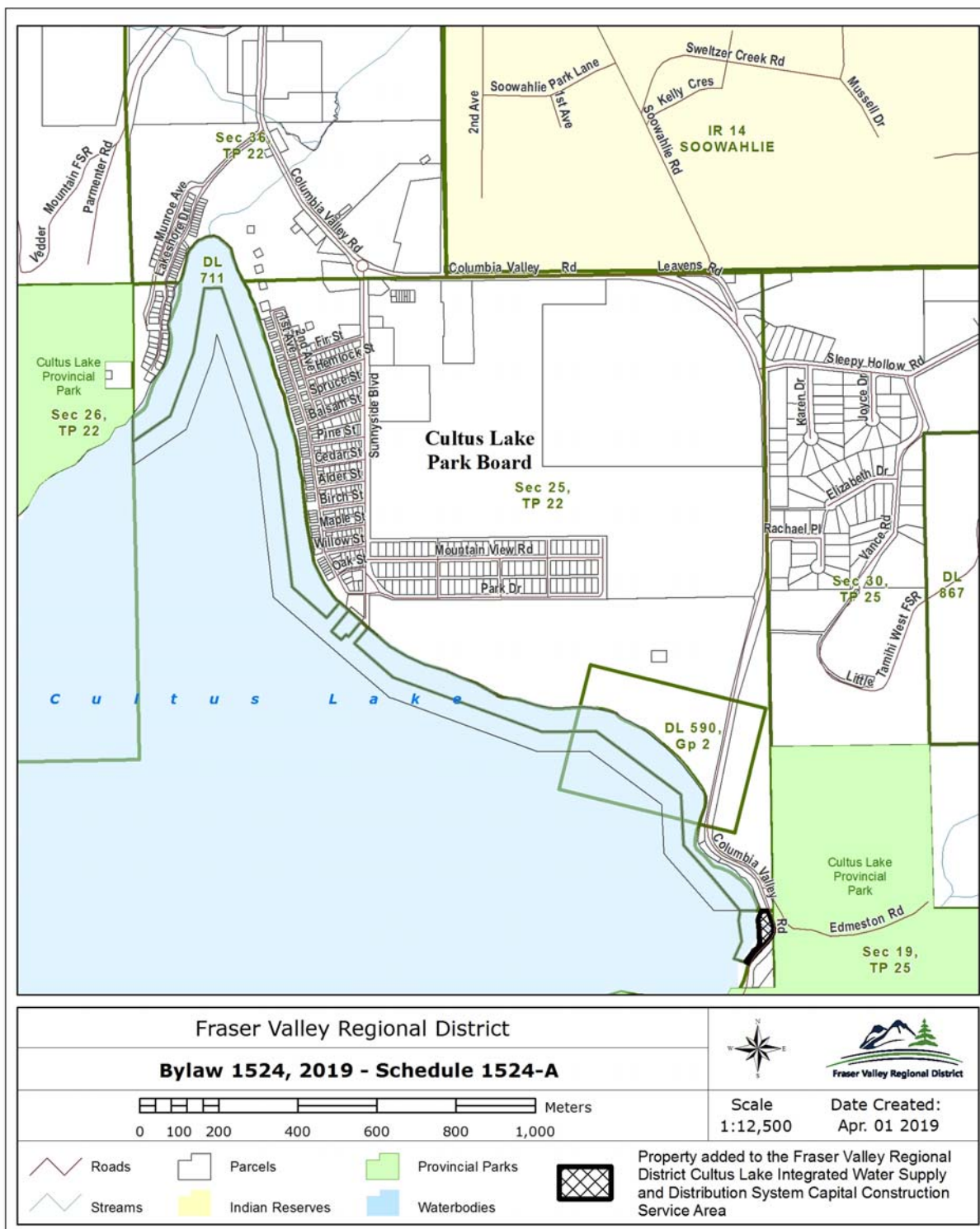
I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this

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Corporate Officer/Deputy

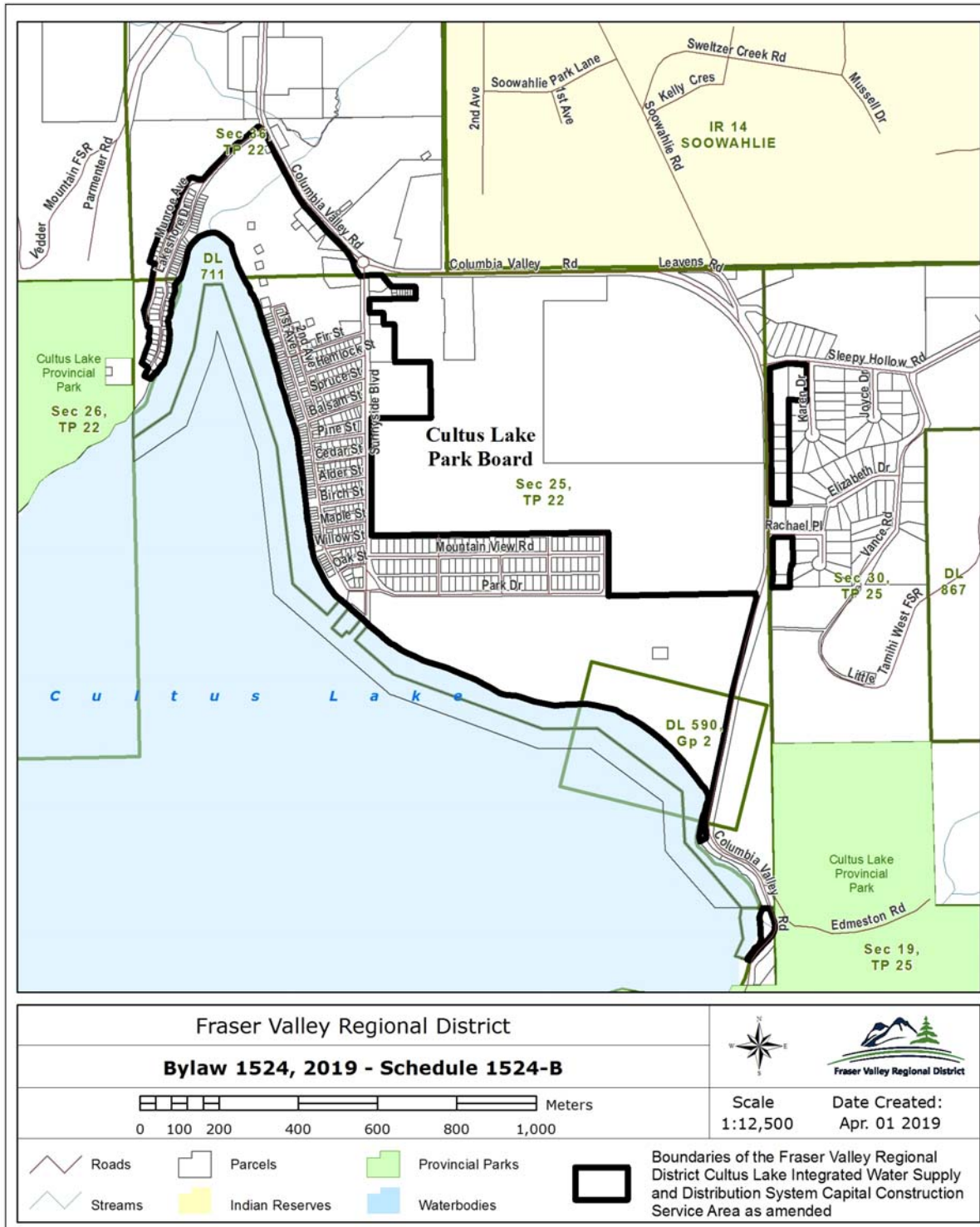
**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1524, 2019**  
**Schedule 1524-A**



This is map 1 of 1 constituting Schedule 1524-A attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*.



**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1524, 2019**  
**Schedule 1524-B**



This is map 1 of 1 constituting Schedule 1524-B attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1524, 2019*



To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Reg Dyck, Manager of Electoral Area Emergency Services  
And Jaime Reilly, Manager of Corporate Administration

File No: 3920-20-1526, 2019

**Subject: Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services  
Support Healthy & Sustainable Community

### PRIORITIES

Priority #3 Flood Protection & Management

### BACKGROUND

In 1997, the Fraser Valley Regional District Emergency Measures Regulatory Bylaw No. 0127, 1997 was adopted in order to regulate and manage the FVRD's Emergency Management Program.

### DISCUSSION

As many years have since passed since the establishment of the FVRD's Emergency Management Program, an updated and modernized bylaw that is reflective of the current practices and legislation is being brought forward for the Board's consideration. The proposed bylaw has been drafted in consultation with the requirements of the *Emergency Program Act*, associated Regulations and the British Columbia Emergency Management System.

Under the *Emergency Program Act*, a Board must establish an Emergency Program which is charged with the development and implementation of emergency plans and other preparedness, response and recovery measures for emergencies and disasters. The Emergency Program is implemented, structured and maintained according to the FVRD Emergency Management Response and Recovery Plan. The proposed bylaw sets out the responsibilities and powers of the Board, the Electoral Area Services

Committee (EASC), the Emergency Program Coordinator, as well as the Emergency Operations Centre Director. These responsibilities and powers are established in legislation.

The Manager of Electoral Area Emergency Services, as the appointed Emergency Coordinator will work with EASC to provide the strategic direction and oversight to the Emergency Program, to prepare annual budgets and to approve the FVRD Emergency Management Response and Recovery Plan.

## **COST**

There are no costs associated with this proposed bylaw

## **CONCLUSION**

The *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019* is being brought forward to the Board for consideration of three readings and adoption.

## **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1526, 2019**

**A bylaw to regulate the Emergency Management Program**

---

**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") has, by *Fraser Valley Regional District Emergency Management Program Extended Service Area Establishment Bylaw No. 0136, 1997* established emergency program services for all Electoral Areas:

**AND WHEREAS** the Board wishes to provide a comprehensive management program to prepare for, respond to and recover from emergencies and disasters;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw shall be cited as *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019*.

**2) DEFINITIONS**

In this bylaw:

**"Act"** means the Emergency Program Act and associated Regulations. Unless otherwise specifically stated, the words used in this bylaw shall have the same meaning as words have in the Act;

**"Board"** means the Fraser Valley Regional District Board of Directors;

**"Chair"** means that person elected by the Board as Chair, or in the absence of the Chair, the person elected as Vice-Chair;

**"Emergency Coordinator"** means that person appointed by the Board, under Section 6.1, as head of the emergency management program.

**"Emergency Program"** means the emergency management organization responsible for the development and implementation of emergency plans and other preparedness, response and recovery measures for emergencies and disasters within the Fraser Valley Regional District (FVRD) Electoral Areas;

**"Emergency Operations Centre Director"** means that person responsible for the overall management of the Emergency Operations Centre as described in the FVRD Emergency Plan.

**"Emergency Plan"** means the overall FVRD plan which provides a comprehensive emergency management framework to develop, coordinate and manage emergency planning, preparedness, response and recovery within FVRD Electoral Areas.

### **3. EMERGENCY PROGRAM**

- 3.1 In accordance with the provisions of the Act, an Emergency Program is hereby established and charged with the development and implementation of emergency plans and other preparedness, response and recovery measures for emergencies and disasters. The Emergency Program will be implemented, structured and maintained according to the FVRD Emergency Plan.

### **4. THE BOARD**

- 4.1 The Board is responsible for:
- a) the declaration of a state of local emergency under the Act;
  - b) delegating powers available under the Act, as required, and to monitor the use of such powers;
  - c) approving any emergency policies necessary to facilitate the response to an emergency or disaster;
  - d) ensuring that sufficient budget, staff and resources are provided to maintain an essential level of emergency program preparedness.
- 4.2 Despite Section 4.1, the Chair may carry out the responsibilities specified in Sections 4.1 a) and b) where, because of circumstances of an emergency or disaster, it is not possible to assemble a quorum of the Board, and provided the Chair has made every effort to obtain the consent of the other members of the Board. The Chair must, as soon as practicable after making such declaration, convene a meeting of the Board to assist in directing the response to the emergency.

### **5. ELECTORAL AREA SERVICES COMMITTEE ("EASC")**

- 5.1 The Electoral Area Services Committee must:
- a) provide strategic direction and oversight to the Emergency Program;
  - b) finalize the annual strategic plan and budgets for presentation to the Board;
  - c) approve emergency plans developed by the Emergency Program.

### **6. EMERGENCY PROGRAM COORDINATOR**

- 6.1 The Manager of Electoral Area Emergency Services is hereby appointed as the Emergency Coordinator and as head of the Emergency Program.
- 6.2 The Coordinator is responsible for:
- a) preparing and developing emergency plans respecting preparation for, response to and recovery from emergencies and disasters;
  - b) providing leadership to and administration of the Emergency Program;
  - c) coordinating and/or supervising any sub-committees or work groups;

- d) developing a strategic plan, action plans and budgets;
- e) maintaining all emergency plans and documentation;
- f) maintaining and coordinating a training and exercise program;
- g) coordinating with other governments, non-government agencies, First Nations and the private sector;
- h) establishing and maintaining an Emergency Operations Centre ("EOC");
- i) establishing, coordinating and supporting volunteer programs;
- j) on-going assessment of hazards, risks and vulnerability;
- k) day to day management of the Emergency Program;

## **7. EMERGENCY OPERATIONS CENTRE DIRECTOR ("EOC DIRECTOR")**

7.1 After a declaration of a state of emergency has been made, the EOC Director may do all acts and implement all procedures the EOC Director considers necessary to prevent, respond to or alleviate the effects of an emergency or a disaster, including any or all of the following:

- a) acquiring or using any land or personal property considered necessary;
- b) authorizing or requiring any person to render assistance of a type that the person is qualified to provide or that otherwise is or may be required;
- c) controlling or prohibiting travel to or from any area;
- d) providing for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services;
- e) causing the evacuation of persons and the removal of livestock, animals and personal property from any area that is or may be affected by an emergency or disaster and make arrangements for the adequate care and protection of those persons, livestock, animals and personal property;
- f) authorizing the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program or if otherwise considered necessary;
- g) causing the demolition or removal of any tress, structures or crops if considered necessary or appropriate;
- h) constructing works considered to be necessary or appropriate;
- i) procure, fix prices for or ration food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or equipment for the duration of the state of emergency;
- j) authorize, in writing, any persons involved in the operation of the Emergency Plan or Emergency Program to exercise any power available in this section;
- k) immediately after the termination of a declaration of state of local emergency, causing the details of the termination to be published by a means of communication most likely

to make the contents of the termination known to the majority of the population of the affected area.

## **8. SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

## **9. REPEAL**

*Fraser Valley Regional District Emergency Measures Regulatory Bylaw No. 0127, 1997* and any amendments thereto are hereby repealed.

## **10. READINGS AND ADOPTION**

READ A FIRST TIME THIS                      day of

READ A SECOND TIME THIS                      day of

READ A THIRD TIME THIS                      day of

ADOPTED THIS                      day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

## **11. CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Emergency Program Regulations Establishment Bylaw No. 1526, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, BC this

\_\_\_\_\_  
Corporate Officer/Deputy



To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: David Bennett, Planner II

File No: 3360-23-2019-02

**Subject: The purpose of Bylaw 1525, 2019 is to amend the Comprehensive Development 1 (CD-1) zone to permit the construction of Enclosed Decks in the Bridal Falls RV Resort located at 53480 Bridal Falls Road, Electoral Area "D".**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to permit the construction of Enclosed Decks in the Bridal Falls RV Resort;

**THAT** the *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* to Director Dickey or his alternate in his absence;

**THAT** Director Dickey or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*;

**AND THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* in accordance with the Local Government Act;

**AND FURTHER THAT** in the absence of Director Dickey, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**AND FINALLY THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

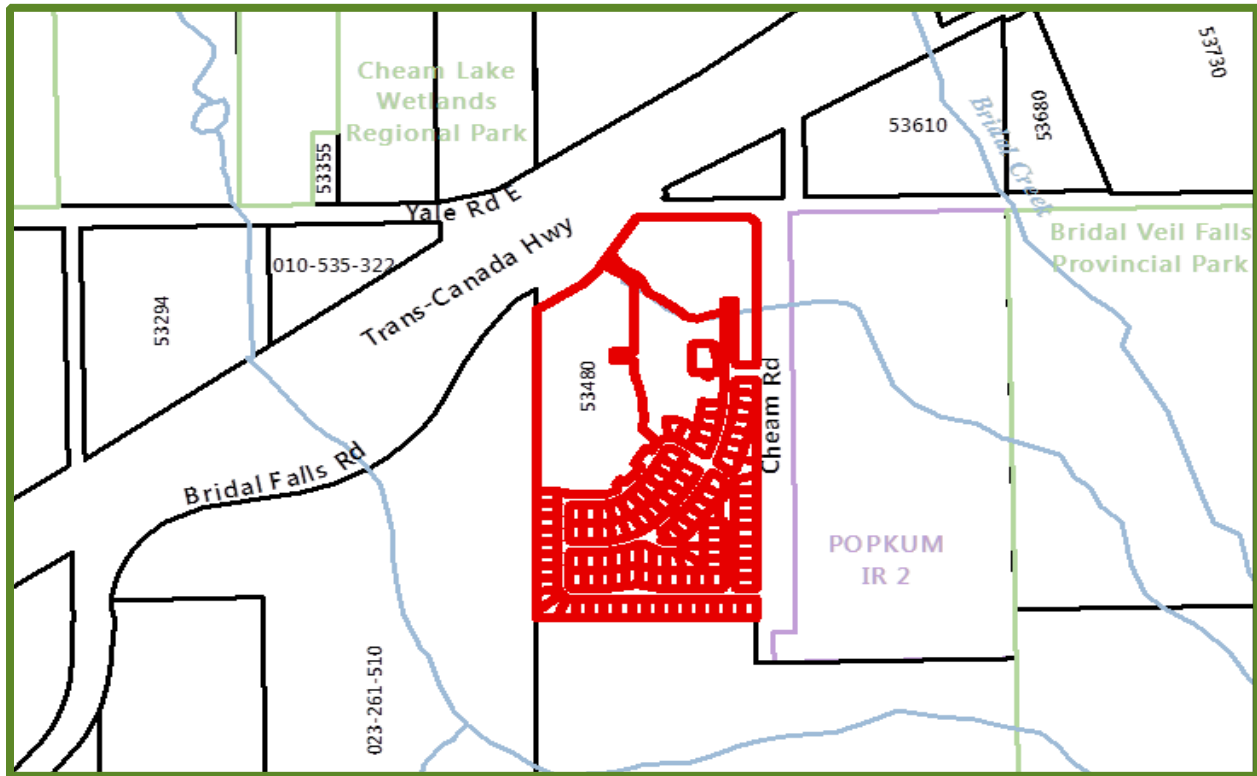
## BACKGROUND

### Proposal Description

The purpose of Bylaw 1525, 2019 is to amend the Comprehensive Development 1 (CD-1) zone to permit the construction of Enclosed Decks in the Bridal Falls RV Resort. Enclosed Decks are only intended to provide for weather and wind protection and may only be constructed of safety glass panels that are mounted on hardware allowing for the panels to be opened. Enclosed Decks must not increase habitable space (cannot be a bedroom or washroom). A Building Permit would also be required for each Enclosed Deck.

PROPERTY DETAILS			
Electoral Area		D	
Address		53480 Bridal Falls Road	
PID		029-454-387	
Folio		733.06403.060	
Lot Size		7.834 acres	
Owner	Bridal Falls RV Park	Agent	n/a
Current Zoning	Comprehensive Development (CD-1)	Proposed Zoning	No change: text amendment
Current OCP	Highway Tourist Recreation Commercial (HTRC)	Proposed OCP	No change
Current Use	Holiday Park	Proposed Use	No change
Development Permit Areas		DPA 1-D and DPA 3-D	
Hazards		Alluvial Fan	
Agricultural Land Reserve		No	
ADJACENT ZONING & LAND USES			
North	^	Local Tourist Commercial (C-4), Gas Station	
East	>	Rural (R), Popkum IR 2	
West	<	Rural (R), Crown Land	
South	v	Rural (R), Crown Land	

NEIGHBOURHOOD MAP

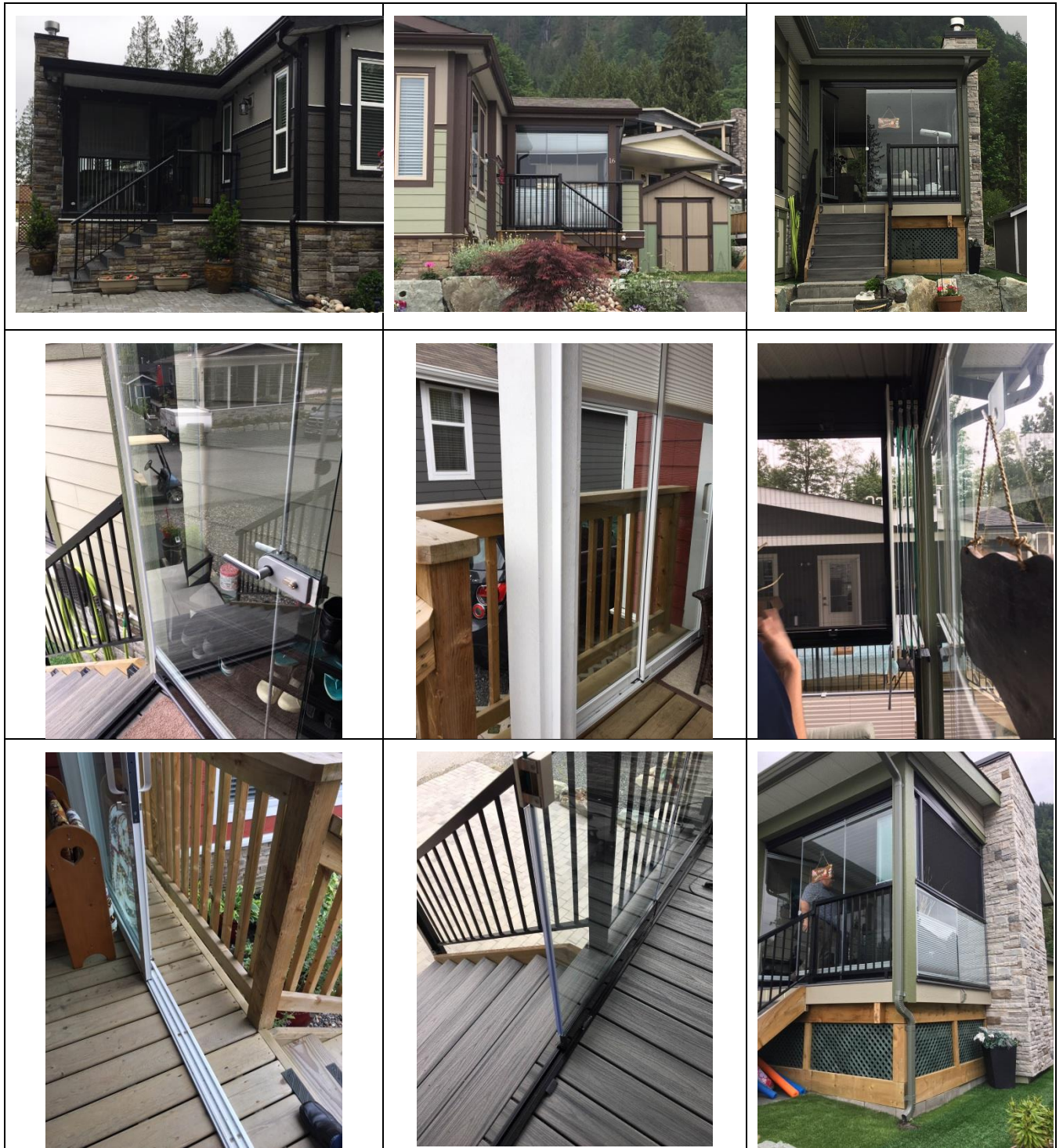


PROPERTY MAP





**ENCLOSED DECKS at the Bridal Falls RV Resort 53480 Bridal Falls Road, Electoral Area "D".**



Examples of enclosed decks already installed in the development contrary to current FVRD bylaws.

## DISCUSSION

Bridal Falls RV Resort is zoned Comprehensive Development 1 (CD-1). The CD-1 zone expressly prohibits strata lot owners from constructing enclosed decks on their strata lots. Only open decks are permitted. The regulations regarding open decks is highlighted in the table below, Bylaw Section 2702

### 2700 CONDITIONS OF USE

Type of Use and Structures	Minimum Strata Lot Size Required for Types of Uses and Structures.	
	130m <sup>2</sup>	222m <sup>2</sup>
One (1) Recreational Vehicle	<b>Permitted</b>	<b>Permitted</b>
One (1) Holiday Cottage	NOT permitted	<b>Permitted</b>
One (1) Shed - Maximum Size 9.3m <sup>2</sup> (100 sq ft)	<b>Permitted</b>	<b>Permitted</b>
One (1) Open Deck	NOT permitted	<b>Permitted</b>
One (1) Ramada	<b>Permitted</b>	<b>Permitted in combination with the siting of a recreational vehicle,</b>
		Not permitted in combination with the siting of a Holiday Cottage.
<b>Enclosed Deck (e.g. Arizona room/sunroom)</b>	<b>NOT Permitted</b>	<b>NOT Permitted</b>
Any structure that is attached to a Recreational Vehicle or a Holiday Cottage	NOT Permitted	NOT Permitted
The use of a bunk house, shed or similar structures for sleeping accommodation.	NOT Permitted	NOT Permitted

In December 2017, the FVRD received complaints about deficiencies within the development. The initial concerns were related to the way that certain fire hydrants had been incorrectly installed. The FVRD instructed the developer to correct the fire hydrant installation issues.

In March 2018, the FVRD received complaints about other aspects of the development relating to construction on individual strata lots. FVRD staff conducted a site inspection and at this time it was determined that the issues raised were unlikely to represent imminent health or safety hazards.

On May 17<sup>th</sup>, 2018 the FVRD conducted a second site inspection to review construction complaints.

On July 10<sup>th</sup>, 2018 the FVRD met with the developer on site to review the complaints and to conduct a site tour with the developer. A number of concerns were identified and the FVRD's letter dated July 24,

2018 provides further background on the deficiencies in the development that require the developer to address.

The FVRD's response to the developer regarding enclosed decks was as follows:

"Enclosed Decks (e.g. Arizona room/sunroom) are expressly prohibited on any lot within the development under the Comprehensive Development 1 (CD-1) Zone. The enclosed decks inspected all included floor to ceiling glass sliding panels on tracks that could be opened. Some of the glass panels included blinds. You clarified that all glass enclosures were approved by Bridal Falls RV Park and are all installed to your standards using a Lumon Retractable Frameless Glass Windbreak standard.

The rationale for the Comprehensive Development 1 (CD-1) Zone excluding "Enclosed Deck (e.g. Arizona room/sunroom) and specifically referencing "One (1) Open Deck", was based upon the desire to allow for construction of Open Decks under 215 sq ft without Building Permits. This is in keeping with the allowance to place Holiday Cottages without Building Permits and for placement of sheds under 100 sq ft. without Building Permits. During the rezoning review, decks were expressly considered as Open Decks and not habitable space because the sanitary sewer capacity is calculated based on seasonal occupancy of sites and maximums of 1-2 bedrooms. Enclosing open decks may lead to additional occupancy and sewage flows and may require further review.

The "Recreational Vehicles" and "Holiday Cottages" are defined in the Comprehensive Development 1 (CD-1) Zone to not require the issuance of a Building Permit. Open decks that are less than 20 m<sup>2</sup> (215 sq.ft) do not require issuance of a building permit. Enclosed decks require issuance of a building permit. The CD zone was specifically written to exclude enclosed decks/sunrooms/Arizona rooms so that site users would not have to obtain building permits if they constructed open decks under 20 m<sup>2</sup>. Changes to the CD zone to allow enclosed decks will require an application for a zoning amendment."

On March 5, 2019, the developer made this rezoning application to address enclosed decks. The developer has expressly requested that this bylaw amendment be written so that only very specific materials are permitted to be used for enclosed decks. The developer does not wish to have strata owners install any other type of enclosed deck in order to achieve uniformity in the development and to maintain a certain aesthetic.



## **NEXT STEPS**

Staff recommend that the FVRD Board give first reading to the proposed bylaw in order to proceed to a public hearing. The public hearing will be the opportunity for the residents of the development to express their opinions on the proposal to permit enclosed decks.

After consideration of First Reading and prior to Public Hearing, the developer will have to work with the FVRD Building Department to develop standard Building Permit drawings and specifications for enclosed decks, to streamline the Building Permit process for each individual strata lot owner. Input from the FVRD' emergency services department will also be incorporated into the development of a standard building permit.

Prior to consideration of adoption, the developer will be required to address all of the deficiencies identified in the FVRD's July 24 2018 letter.

## **First Nations**

In accordance with the FVRD Policy "*First Nations Engagement on FVRD Land Use Bylaws and Other Matters With Statutory Requirement to Engage*", a notice and referral of the bylaw to potentially affected First Nations is considered appropriate. The bylaw will be referred to the neighbouring First Nations as part of the neighbourhood notification process.

## **COST**

Zoning Amendment fee of \$2500 paid by the applicant.

## **CONCLUSION**

It is recommended that Bylaw 1525, 2019 be given first reading and forwarded to public hearing.

## **COMMENTS BY:**

**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed and Supported

**Margaret Thornton, Director of Planning & Development:** Reviewed and Supported

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer;** Reviewed and supported

**SCHEDULE A-2**

**Zoning Amendment Application**

I / We hereby apply to:

☐ Amend the text of Zoning Bylaw No. \_\_\_\_\_  
Purpose (in brief): \_\_\_\_\_

☒ Change the Zoning of the 'subject property' in Zoning Bylaw No. 75

From: CD - no enclosures (current zone)

To: CD - with enclosures (proposed zone)

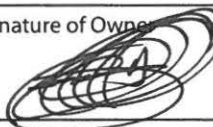
An Application Fee in the amount of \$2,500<sup>DB</sup> as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 53480 Bridal Falls Rd., Rosedale, BC V0X-1X1 PID 029-454-387

Legal Description Lot A Block \_\_\_\_\_ Section 5 Township 3 Range 28 Plan EPP31491

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's  
Declaration

Name of Owner (print) <u>Bridal Falls RV Park Inc. BC 0865655</u>	Signature of Owner  <u>President</u>	Date <u>Feb 19th, 2019</u>
Name of Owner (print)	Signature of Owner	Date

Owner's  
Contact  
Information

Address <u>53480 Bridal Falls Rd,</u>	City <u>Rosedale, BC</u>
Email	Postal Code <u>V0X-1X1</u>
	Fax

Office Use Only	Date <u>5 MARCH 2019</u>	File No. <u>3360-23 2019-02</u>
	Received By	Folio No. <u>733.06403.060</u>
	Receipt No. <u>810813</u>	Fees Paid: \$ <u>2500.00</u>

**Agent**

**I hereby give permission for \_\_\_\_\_ to act as my/our agent in all matters relating to this application.**

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

**I declare that the information submitted in support of this application is true and correct in all respects.**

Signature of Agent	Date
--------------------	------

**Development Details**

Property Size approx 18 acres (m<sup>2</sup> or ha)

Existing Use \_\_\_\_\_

Proposed Development / Text Amendment Allow for weather/wind protected decks enclosed in glass on rails or slide. Glass must be safety glass when acting as a railing. Must not increase habitable space (no bedrooms, no bathrooms). Glass must be single pane safety glass on a frame structure.

Justification and Support \_\_\_\_\_

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(use separate sheet if necessary)

Anticipated Start Date: \_\_\_\_\_

## Services

Services	Currently Existing		Readily Available *	
	Yes	No	Yes	No
Road Access	✓			
Water Supply	✓			
Sewage Disposal	✓			
Hydro	✓			
Telephone	✓			
School Bus Service				

\* 'Readily Available' means existing services can be easily extended to the subject property.

**Proposed Water Supply** FVRD

**Proposed Sewage Disposal** Treatment Plant

## Provincial Requirements (This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes      no  
☐    ☐ 30 metres of the high water mark of any water body

yes      no  
☐    ☐ a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes      no  
☐    ☒ the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact the FVRD Planning Department or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes      no      I don't know  
☐    ☒    ☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.



## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>  At a scale of:  1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>  Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

\* Sign company will be Gidney Signs.

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrd.ca](mailto:FOI@fvrd.ca).

**FRASER VALLEY REGIONAL DISTRICT**

**Bylaw No. 1525, 2019**

**A Bylaw to Amend the Zoning for Electoral Area D**

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**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to amend *Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam*;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019*.



## 2) **TEXT AMENDMENT**

a) *That Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam, be amended:*

- i. In Section 2702 CONDITIONS OF USE by deleting the table, in its entirety and replacing it with the following:

Type of Use and Structures	Minimum Strata Lot Size Required for Types of Uses and Structures.	
	130m <sup>2</sup>	222m <sup>2</sup>
One (1) Recreational Vehicle	<b>Permitted</b>	<b>Permitted</b>
One (1) Holiday Cottage	NOT permitted	<b>Permitted</b>
One (1) Shed - Maximum Size 9.3m <sup>2</sup> (100 sq ft)	<b>Permitted</b>	<b>Permitted</b>
One (1) Open Deck	NOT permitted	<b>Permitted</b>
One (1) Ramada	<b>Permitted</b>	<b>Permitted only on strata lots with a recreational vehicle.</b>
		Not permitted on any strata lot with a Holiday Cottage.
Enclosed Deck (e.g. Arizona room/sunroom)	NOT Permitted	<b>Permitted subject to further regulations of this Bylaw.</b>
Any structure that is attached to a Recreational Vehicle or a Holiday Cottage	NOT Permitted	NOT Permitted
The use of a bunk house, shed or similar structures for sleeping accommodation.	NOT Permitted	NOT Permitted

- ii. In Section 2704 LOT COVERAGE by deleting "The maximum lot coverage of all structures on a strata lot shall not exceed 50% of the gross strata lot area. For the purpose of calculating lot coverage, structures include; Recreational Vehicles, Holiday Cottages, Sheds, Open Decks, Ramadas and similar structures." and replacing it with: "The maximum lot coverage of all structures on a strata lot shall not exceed 50% of the gross strata lot area. For the purpose of calculating lot coverage, structures include; Recreational Vehicles, Holiday Cottages, Sheds, Open Decks, Enclosed Decks, Ramadas and similar structures."
- iii. In Section 2707 BUILDING REGULATIONS by adding:
  - "3. Enclosed Decks shall be permitted provided that:
    - i. The Enclosed Deck is constructed on a strata lot where a Holiday Cottage has been placed;
    - ii. The Enclosed Decks shall not be constructed on any strata lot where a Recreational Vehicle is placed;
    - iii. The Enclosed Deck may only be constructed of single pane safety glass panels mounted on a railing system that allows for the glass panels to be opened to provide ventilation; and
    - iv. The Enclosed Deck must not be used as habitable space. "
- iv. In Section 2078 SITING REGULATIONS by inserting the following row at the bottom of the table:

Enclosed Deck	2.5m	1.5m	1.5m	4.5m
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### 3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

### 4) **READINGS AND ADOPTION**

READ A FIRST TIME THIS	day of
PUBLIC HEARING WAS HELD THIS	day of
READ A SECOND TIME THIS	day of
READ A THIRD TIME THIS	day of
APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS	day of

ADOPTED THIS

day of

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1525, 2019* as read a third time/adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. this

\_\_\_\_\_  
Corporate Officer/ Deputy

To: CAO for the Fraser Valley Regional District Board

Date: 2019-05-22

From: Andrea Antifaeff, Planner I

File No: 3360-23 2019-01

**Subject:** Rezoning amendment application for 10180 Royalwood Boulevard, Electoral Area "D" to facilitate an increase in lot coverage

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider the following options for *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* as outlined in the corporate report dated May 22, 2019:

**OPTION 1**      **2<sup>nd</sup> & 3<sup>rd</sup> Readings**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be given second and third reading;

**OPTION 2**      **Refer to EASC**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be referred to the Electoral Area Services Committee for further consideration;

**OPTION 3**      **Defer**

**THAT** a decision with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be deferred to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

**OPTION 4**      **Refuse**

**THAT** *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* not be given any further readings and that the application be refused.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

### Proposal Description

The purpose of Bylaw No. 1518, 2019 is to rezone the property located at 10180 Royalwood Boulevard from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3) to facilitate an increase in lot coverage from 25% (SBR-2) to 40% (SBR-3) for the proposed construction of a single family dwelling and detached garage.

A public hearing was held on May 9, 2019. The Fraser Valley Regional District may now receive the public hearing report and may consider the following options:

#### **OPTION 1**      **2<sup>nd</sup> & 3<sup>rd</sup> Reading**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be given second and third reading;

#### **OPTION 2**      **Refer to EASC**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be referred to the Electoral Area Services Committee for further consideration;

#### **OPTION 3**      **Defer**

**THAT** a decision with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be deferred to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

#### **OPTION 4**      **Refuse**

**THAT** *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* not be given any further readings and that the application be refused.

Attached for information:

- *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019*

The Public Hearing is now closed. To avoid the requirement to hold another public hearing, the Regional Board may not receive any new information with respect to these bylaws. This report is a summary of the application and does not constitute new information.

PROPERTY DETAILS			
<b>Electoral Area</b>	D		
<b>Address</b>	10180 Royalwood Boulevard		
<b>PID</b>	030-594-235		
<b>Folio</b>	733.06644.261		
<b>Lot Size</b>	0.27 acres		
<b>Owner</b>	Dekoff, Lorne & Lorrie	<b>Agent</b>	n/a
<b>Current Zoning</b>	Suburban Residential 2 (SBR-2)	<b>Proposed Zoning</b>	Suburban Residential 3 (SBR-3)

<b>Current OCP</b>	Suburban Residential (SR)	<b>Proposed OCP</b>	No change
<b>Current Use</b>	Vacant Land	<b>Proposed Use</b>	Residential (SFD)
<b>Development Permit Areas</b>	n/a		
<b>Hazards</b>	n/a		
<b>Agricultural Land Reserve</b>	No		

#### ADJACENT ZONING & LAND USES

<b>North</b>	^	Suburban Residential 2 (SBR-2), Single Family Homes
<b>East</b>	>	Country Residential (CR), Single Family Homes
<b>West</b>	<	Suburban Residential 2 (SBR-2), Single Family Homes
<b>South</b>	v	Suburban Residential 2 & 3, Single Family Homes

#### NEIGHBOURHOOD MAP





## PROPERTY MAP



## DISCUSSION

The public hearing was held on May 9, 2019. Director Dickey was delegated to hold the hearing; his public hearing report is attached.

- 5 members of the public attended the hearing (3 public and 2 applicants);
- 0 written comments were received prior to or at the public hearing; and,
- 1 verbal comment was received during the public hearing.

The public hearing report is attached separately.

At the public hearing the one speaker made the following comments:

- The applicants could have purchased one of the lots on the southern portion of Royalwood Boulevard that are already zoned SBR-3 (allowing for 40% lot coverage) if they weren't able to fit their design within the 25% lot coverage in the SBR-2 zone.
- Lot coverage of 25% allows for lots to be covered with more trees and grass, which gives the neighbourhood a certain character and this character, would be jeopardized with greater lot coverage.
- Water runoff has already increased on Royalwood Boulevard and allowing great lot coverage would only exacerbate this issue. (FVRD planning staff will be forwarding this concern to the FVRD engineering department for review and follow-up as required).

The Fraser Valley Regional District Board may now receive the public hearing report and may consider the options outlined below.

Prior to first reading of the Zoning Bylaw amendment the FVRD had received 7 letters of support regarding the rezoning of the parcel. These letters of support were included as an attachment to the Corporate Report on the April 25, 2019 FVRD Board agenda.

#### Development Variance Permit

The owners of the property have also applied for a Development Variance Permit to increase the maximum size of an accessory building from 45 square metres (484.4 square feet) to 64 square metres (688.9) square feet to allow for the construction of a detached garage. The development variance permit is also requested in addition to the zoning amendment and will be considered after consideration of the adoption of the zoning bylaw.

#### **COST**

The application fee of \$2,500.00 has been paid by the applicant.

#### Optional Motions for Consideration

##### **OPTION (1)**

##### **Purpose:**

To proceed with the bylaw as drafted based upon the information received.

##### **Implications:**

<b>Timeline</b>	This option provides for the bylaw to proceed to adoption.
<b>Additional Process</b>	No additional process or public consultation is provided for the review of the application.

##### **Resolution for consideration:**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be given second and third reading.

##### **OPTION (2)**

##### **Purpose:**

To refer the bylaw back to EASC for further discussion and to a new public hearing.

**Implications:**

<b>Timeline</b>	This option provides for further review by the EASC. This discussion may result in new information being discussed and as such a new public hearing would be required.
<b>Additional Process</b>	Further consideration by the EASC will add to the approval timeline. A new public hearing will add to the approval timeline.
<b>Considerations</b>	Any additional changes to the application would be possible with a new reading of the revised bylaw.

**Resolution for consideration:**

**THAT** proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be referred to the Electoral Area Services Committee for further consideration.

**OPTION (3)**

**Purpose:**

To defer a decision to future Board meeting.

**Implications:**

<b>Timeline</b>	This option provides for further time to review the application by the Board members prior to consideration.
<b>Additional Process</b>	Additional time is added to the development process timeline.
<b>Considerations</b>	No new information may be received by Board members.

**Resolution for consideration:**

**THAT** a decision with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be deferred to the next regular meeting of the Fraser Valley Regional District Board [or other date].

**OPTION (4)**

**Purpose:** To refuse the proposal.

**Implications:**

<b>Timeline</b>	This option stops the application.
<b>Additional Process</b>	If the applicants wish to proceed without amending the proposal, they must wait six (6) months to reapply with the same application.
<b>Considerations</b>	The applicant will have to reapply or amend the development plans. A new bylaw process will be triggered.

**Resolution for consideration:**

**THAT** *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* not be give any further readings and the application be refused.

**COMMENTS BY:**

**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed and supported.

**Margaret Thornton, Director of Planning & Development:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer;** Reviewed and supported.

## FRASER VALLEY REGIONAL DISTRICT

### Bylaw No. 1518, 2019

#### A Bylaw to Amend the Zoning for Electoral Area D

---

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to amend *Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam*;

**THEREFORE** the Board enacts as follows:

#### 1) **CITATION**

This bylaw may be cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019*.

#### 2) **MAP AMENDMENT**

- a) That the zoning map which accompanies and is part of *Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam*, be amended by rezoning the lands described as:

Lot 2 Section 1 Township 3 Range 29 West of the Sixth Meridian New Westminster District  
Plan EPP72713

(P.I.D. 030-594-235),

comprising 0.27 acres, more or less,

and as outlined in heavy black outline and cross-hatched on Zoning Amendment Map Schedule 1518-A, from the Suburban Residential 2 (SBR-2) zone to the Suburban Residential 3 (SBR-3) zone, as shown on Map Schedule 1518-A.

- b) That the map appended hereto as Zoning Amendment Map Schedule 1518-A showing such amendments is an integral part of this bylaw.

#### 3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS	25 <sup>th</sup> day of April, 2019
PUBLIC HEARING WAS HELD THIS	9 <sup>th</sup> day of May, 2019
READ A SECOND TIME THIS	day of
READ A THIRD TIME THIS	day of
APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS	30 <sup>th</sup> day of April, 2019
ADOPTED THIS	day of

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* as read a third time/adopted by the Board of Directors of the Fraser Valley Regional District on the day of .

Dated at Chilliwack, B.C. this day of

\_\_\_\_\_  
Corporate Officer/ Deputy



**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1518, 2019**  
**Zoning Amendment Map Schedule 1518-A**



This is map 1 of 1 constituting Zoning Amendment Map Schedule 1518-A, attached to and forming part of Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019.

To: CAO for the Electoral Area Services Committee  
From: Andrea Antifaeff, Planner 1

Date: 2019-04-09  
File No: 3360-23 2019-01

**Subject: Rezoning amendment application for 10180 Royalwood Boulevard, Electoral Area "D" to facilitate an increase in lot coverage.**

---

## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* to rezone the property located at 10180 Royalwood Boulevard from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3) to facilitate an increase in lot coverage from 25% (SBR-2) to 40% (SBR-3) for the construction of a single family dwelling and detached garage;

**THAT** the *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* to Director Dickey, or his alternate in his absence;

**THAT** Director Dickey or his alternate in his absence preside over and Chair the Public Hearing with respect to proposed *Bylaw 1518, 2019*;

**AND THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Bylaw 1518, 2019* in accordance with the Local Government Act;

**AND FURTHER THAT** in the absence of Director Dickey, or his alternate in his absence at the time of Public Hearing with respect to proposed *Bylaw 1518, 2019* the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**AND FINALLY THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Bylaw 1518, 2019*.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

The owners of the property have made an application to rezone the parcel located at 10180 Royalwood Boulevard. The purpose of Zoning Amendment Bylaw No. 1518, 2019 (Bylaw 1518) is to rezone the property located at 10180 Royalwood Boulevard from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3) to facilitate an increase in lot coverage from 25% (SBR-2) to 40% (SBR-3) for the construction of a single family dwelling and detached garage.

PROPERTY DETAILS			
Electoral Area		D	
Address		10180 Royalwood Boulevard	
PID		030-594-235	
Folio		733.06644.261	
Lot Size		0.27 acres	
Owner	Dekoff, Lorne & Lorrie	Agent	n/a
Current Zoning	Suburban Residential-2 (SBR-2)	Proposed Zoning	Suburban Residential-3 (SBR-3)
Current OCP	Suburban Residential (SR)	Proposed OCP	No change
Current Use	Vacant Land	Proposed Use	Residential (SFD)
Development Permit Areas		n/a	
Hazards		n/a	
Agricultural Land Reserve		No	
ADJACENT ZONING & LAND USES			
North	^	Suburban Residential-2 (SBR-2), Single Family Homes	
East	>	Country Residential (CR), Single Family Homes	
West	<	Suburban Residential-2 (SBR-2), Single Family Homes	
South	v	Suburban Residential-2 & 3, Single Family Homes	

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## An aerial photograph of a suburban neighborhood. A large, irregularly shaped plot of land is highlighted with a red rectangular border. This plot is labeled with the number '10180' in black text. The plot itself appears to be a mix of dirt, sparse vegetation, and some small structures or debris. To the left of this plot is a row of residential houses with dark roofs. To the right is another residential area with more houses and trees. The plot is bounded by Dyer Rd to the north, Roylwood Blvd to the west, and Parkway Dr to the east. The overall scene is a mix of developed and undeveloped land in a suburban setting.

## DISCUSSION

The proposal is to rezone the parcel from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3). The proposal is consistent with the current Official Community Plan and draft Official Community Plan (in the process of public review) but requires a site specific zoning bylaw map amendment. During the update of the Official Community Plan for Electoral Area "D" staff received FVRD Board and public input regarding the need to maintain a low-density suburban landscape look and feel in Popkum. New development in Popkum is typically in SBR-3 zones and there are SBR-3 zoned lots nearby to the proposal.

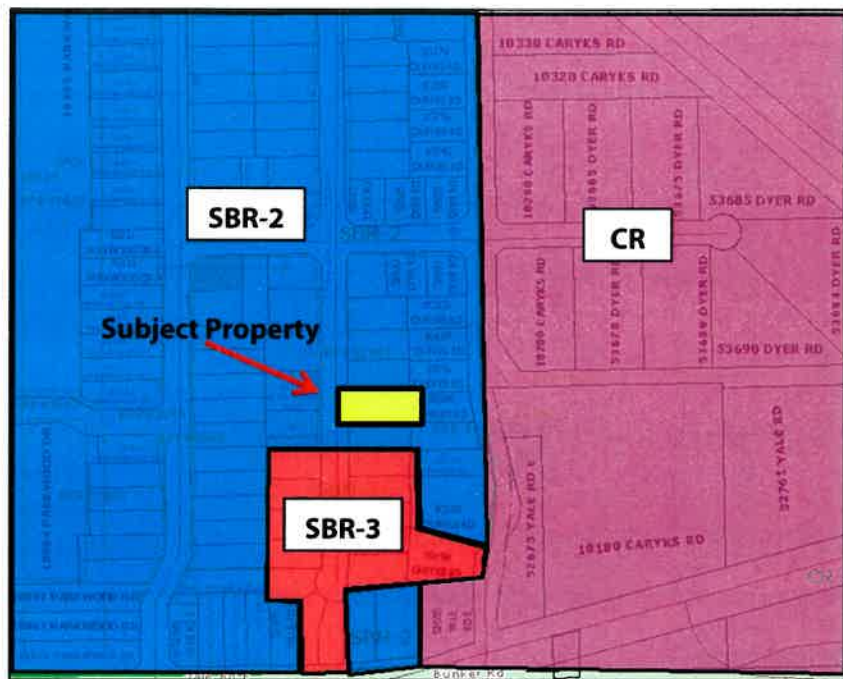
	Existing	Proposed
Official Community Plan	Suburban Residential (SR)	No change
Zoning	Suburban Residential-2 (SBR-2)	Suburban Residential-3 (SBR-3)
Lot Coverage	25%	40%
Setbacks	<u>Highway:</u> Any building or structure - 7.6m to ROW of road allowance or 17.6m to the centerline of the road, whichever is the greater distance. <u>Side:</u> Principal Building – 2.1m Accessory Building – 0.9m <u>Rear:</u> Principal Building – 7.6m Accessory Building – 3m	No change
Water Servicing	FVRD Community Water System	No change
Sewer Servicing	FVRD Community Sewer System	No change
Storm Water Servicing	FVRD Community Storm Water System	No change
Parcel Size	1100 square metres	No change
Land Use	Vacant	Single Family Dwelling and Detached Garage
Accessory Building Size	45m <sup>2</sup>	Requested Variance 64m <sup>2</sup>

### Surrounding Land Uses

	<u>Use</u>	<u>Zoning</u>
North	Residential	Suburban Residential-2 (SBR-2)
East	Residential	Suburban Residential-2 (SBR-2)
West	Residential	Suburban Residential-2 (SBR-2)
South	Residential	Suburban Residential-2 (SBR-2) & Suburban Residential-3 (SBR-3)



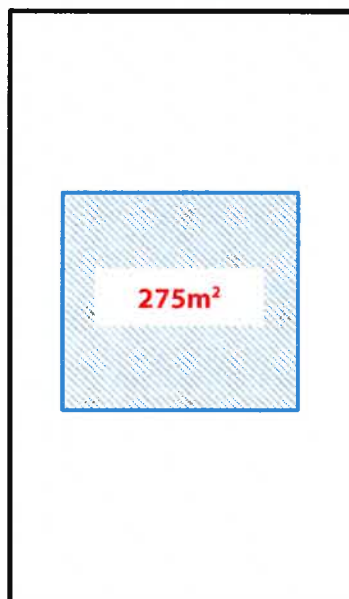
### Current Zoning Map



### Lot Coverage

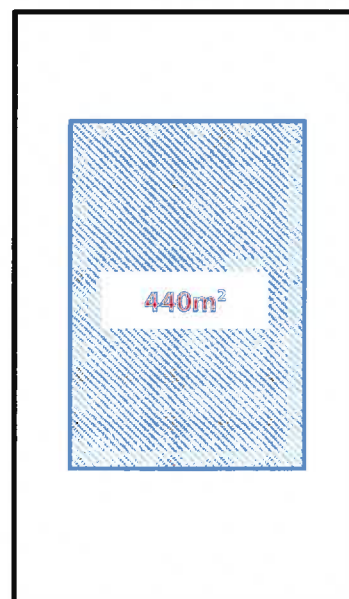
The property owners have made an application to rezone the property in order to increase the maximum lot coverage permitted on the lot. The current zoning (SBR-2) allows 25% lot coverage and the proposed zoning (SBR-3) would allow 40% lot coverage. The property owners are proposing to construct a single family dwelling and a detached garage. The preliminary construction drawings show a footprint of 3,230 square feet for a single storey dwelling (with basement and attached garage) and a footprint of 682 square feet for a detached garage. The total lot coverage from the preliminary drawings is 33%. A two-storey home could be accommodated on the lot, however, because a single storey rancher is proposed the lot coverage increases.

**Current SBR-2 zone**  
**Allowable**  
**Lot Coverage 25%**



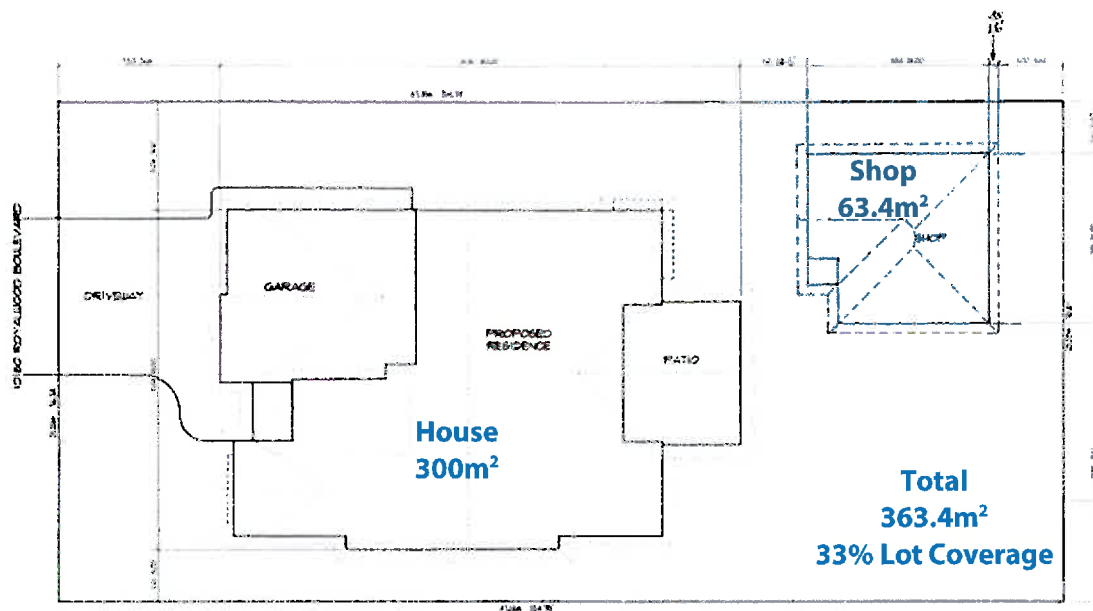
**Lot Size**  
**1,100m<sup>2</sup>**

**Proposed SBR-3 zone**  
**Allowable**  
**Lot Coverage 40%**



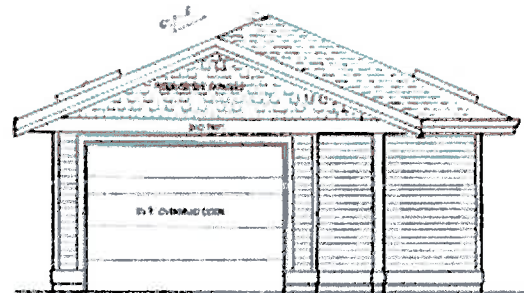
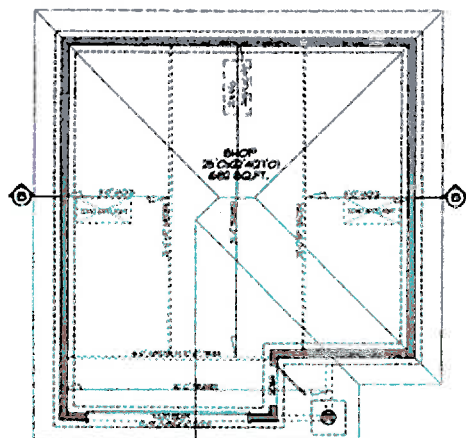


## Proposed Site Plan



## Development Variance Permit

The owners of the property have also applied for a Development Variance Permit to increase the maximum size of an accessory building from 45 square metres (484.4 square feet) to 64 square meters (688.9 square feet) to allow for the construction of a detached garage. The development variance permit is also requested in addition to the zoning amendment.



FRONT ELEVATION

## Development Permit – Exempt

The property is located within Riparian Areas Development Permit Area 6-D.

A development permit is not required as the property is located further than 30 metres from the natural boundary of any watercourse.

### Servicing

- SBR-2 zones typically consist of lots that are 1,100m<sup>2</sup> in area with on-site septic. The 25% lot coverage is the maximum to protect disposal areas and future back-up disposal areas and to provide for a low density suburban residential landscape.
- SBR-3 zones typically consist of lots that are 800m<sup>2</sup> in area and are fully-serviced with FVRD services. With the connection to services there is no need to protect areas for septic disposal.

The subject property will be connected to the following as part of the subdivision agreement:

- Area D Integrated Water System Local Service Area;
- West Popkum Storm Water Drainage Local Service Area; and,
- Popkum Sanitary Service Area.

In this situation, the subdivision is fully serviced by FVRD community water and sewer systems therefore lot coverage can be increased as locations for those on-site services do not need to be protected. Had the property not been fully serviced staff would not be in support of the rezoning application. The proposed rezoning will not allow any further subdivision of the lot and only one (1) single family dwelling is permitted on the property.

### Neighbourhood Notification and Input

If the bylaw receives first reading, all property owners within 150 metres of the property will be notified by the FVRD of the zoning amendment application and the date and time of the public hearing. Members of the public will be given the opportunity to provide written comments or attend the public hearing to state their comments. FVRD staff encourage the applicant to advise neighbouring property owners and residents of the requested zoning amendment and requested variance in advance of the mail-out notification. To date we have received one letter of support.

### **COST**

The application fee of \$2,500.00 has been paid by the applicant.

### **CONCLUSION**

In order to determine whether or not to recommend proceeding to First Reading; FVRD staff's consideration included the following:

- The proposal is consistent with Official Community Plan policies;
- Property will be connected to FVRD community water and sewer systems; and,

- The Development Variance Permit to vary the size of an accessory structure will be considered at the time of adoption of the bylaw.

It is recommended that the Fraser Valley Regional District Board consider giving first reading of Bylaw No. 1518, 2019 as outlined in the recommendation section of this report in order to proceed with the public review process. Following first reading, the application may proceed to public hearing without additional information meetings.

## OPTIONS

### **Option 1      1<sup>st</sup> Reading (Staff Recommendation)**

### **Option 2      Refer to EASC**

THAT proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be referred to the Electoral Area Services Committee for further consideration.

### **Option 3      Defer**

THAT a decision with respect to the proposed *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* be deferred to the next regular meeting of the Fraser Valley Regional District Board [or other date].

### **Option 4      Refuse**

THAT *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* not be given first reading and the application be refused.

## COMMENTS BY:

**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed and supported.

**Margaret Thornton, Director of Planning & Development:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Paul Gipps, Chief Administrative Officer:** Reviewed and supported

## FRASER VALLEY REGIONAL DISTRICT

### Bylaw No. 1518, 2019

#### A Bylaw to Amend the Zoning for Electoral Area D

---

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to amend *Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam*;

**THEREFORE** the Board enacts as follows:

#### 1) **CITATION**

This bylaw may be cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019*.

#### 2) **MAP AMENDMENT**

- a) That the zoning map which accompanies and is part of *Zoning Bylaw [No. 75] for Electoral Area D, 1976 of the Regional District of Fraser Cheam*, be amended by rezoning the lands described as:

Lot 2 Section 1 Township 3 Range 29 West of the Sixth Meridian New Westminster District  
Plan EPP72713  
(P.I.D. 030-594-235),  
comprising 0.27 acres, more or less,

and as outlined in heavy black outline and cross-hatched on Zoning Amendment Map Schedule 1518-A, from the Suburban Residential 2 (SBR-2) zone to the Suburban Residential 3 (SBR-3) zone, as shown on Map Schedule 1518-A.

- b) That the map appended hereto as Zoning Amendment Map Schedule 1518-A showing such amendments is an integral part of this bylaw.

#### 3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

PUBLIC HEARING WAS HELD THIS \_\_\_\_\_ day of \_\_\_\_\_

READ A SECOND TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

READ A THIRD TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

APPROVED BY THE MINISTRY  
OF TRANSPORTATION AND  
INFRASTRUCTURE THIS \_\_\_\_\_ day of \_\_\_\_\_

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019* as read a third time/adopted by the Board of Directors of the Fraser Valley Regional District on the \_\_\_\_\_ day of \_\_\_\_\_.

Dated at Chilliwack, B.C. this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Corporate Officer/ Deputy

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1518, 2019**  
**Zoning Amendment Map Schedule 1518-A**



This is map 1 of 1 constituting Zoning Amendment Map Schedule 1518-A, attached to and forming part of Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019.



**SCHEDULE A-2**

**Zoning Amendment Application**

I / We hereby apply to:

☐ Amend the text of Zoning Bylaw No. \_\_\_\_\_  
Purpose (in brief): \_\_\_\_\_

☐ Change the Zoning of the 'subject property' in Zoning Bylaw No. 75  
From: SBR2 (current zone)  
To: SBR3 (proposed zone)

An Application Fee in the amount of \$ 2500.00 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 10180 Royalwood Blvd PID 030-594-235

Legal Description Lot 2 Block \_\_\_\_\_ Section 1 Township 3 Range 29 Plan EPP72713

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's  
Declaration

Name of Owner (print)	Signature of Owner	Date
Lorne Dekoff		Jan <u>31</u> , 19
Name of Owner (print)	Signature of Owner	Date
Lorrie Dekoff		Jan <u>31</u> , 19

Owner's  
Contact  
Information

Address		City
52333 Berkshire Pl		Rosedale
Email		Postal Code
		V0X 1X1
Phone	Cell	Fax

Office Use Only	Date	File No.
	<u>Jan 31 2019</u>	<u>3360-23 2019-01</u>
	Received By	Folio No.
	<u>JM</u>	<u>733.06644.261</u>
	Receipt No.	Fees Paid: \$
	<u>7877/2</u>	<u>2500</u>

**Agent**

I hereby give permission for \_\_\_\_\_ to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
--------------------	------

**Development Details**

Property Size 0.110 ha (m<sup>2</sup> or ha)

Existing Use Residential

Proposed Development / Text Amendment Rezone said Lot from existing SBR2 to SBR3  
1 single family residential dwelling completewith a detached shop in the back yard.

The proposed dwelling and shop exceed the maximum allowable square footage in SBR2

Justification and Support The Subdivision was developed and zoned SBR2,  
SBR2 zoning allows for enough room on the property to accomodate  
a septic system on the property, this Lot and the complete subdivision  
will be hooked up to the sewer system that connects Rosestone,  
Stonewood and Minter Gardens subdivisions

The 13 Lots on the South end of Royalwood Blvd are Zoned SBR3

(use separate sheet if necessary)

Anticipated Start Date: July 2019

## Services

Services	Currently Existing		Readily Available *	
	Yes	No	Yes	No
Road Access	X			
Water Supply	X			
Sewage Disposal	X			
Hydro	X			
Telephone	X			
School Bus Service	X			

\* 'Readily Available' means existing services can be easily extended to the subject property.

**Proposed  
Water Supply**

**FVRD Water system**

**Proposed  
Sewage Disposal**

**FVRD Sewer system**

## Provincial Requirements (This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes ☐ no ☒

30 metres of the high water mark of any water body

yes ☐ no ☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes ☐ no ☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact the FVRD Planning Department or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes ☐ no ☒ I don't know ☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.



## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>  At a scale of:  1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>  Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information ( _____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvr.ca](mailto:FOI@fvr.ca).



## Support Letter

Date: MARCH 14 / 2019

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: DEREVLÉAM ROMEO

Address: 10200 CARYKS RD  
~~10200~~ ROSEDALE BC  
V0X 1X1

Signature: 

Support letter can be emailed to:  
arrange pickup

to

Thank you

Megan



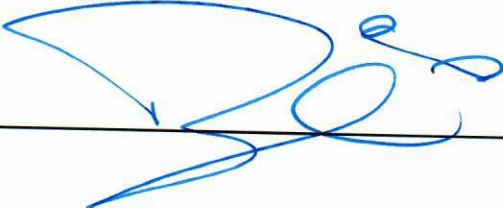
## Support Letter

Date: March 14/19

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: DEREK CORNELL

Address: 10209 Canyon Rd  
ROSEDALE  
VOX 1X1

Signature: 

Support letter can be emailed to:  
arrange pickup

to

Thank you

Megan

## Support Letter

Date: March 15/19

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: Brad Klaassen

Address: 10153 Royalwood Blvd  
U0X 1X1  
Rosedale O.C.

Signature: 

Support letter can be emailed to:  
arrange pickup

to

Thank you

Megan

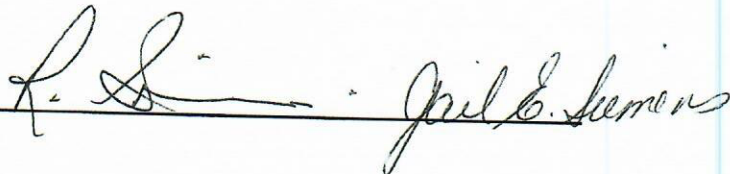
## Support Letter

Date: MARCH 18 / 2019.

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: ROGER & GAIL SIEMENS

Address: 10203 ROYALWOOD BLVD  
ROSEDALE BC  
\_\_\_\_\_

Signature: 

Support letter can be emailed to:  
arrange pickup

to

Thank you

Megan

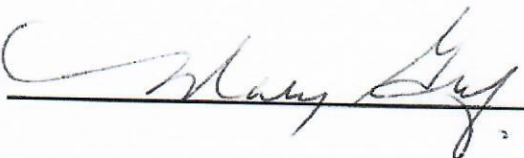
## Support Letter

Date: MARCH 22, 2019.

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: MARY GRAF

Address: 10175 CARYKS RD  
ROSELAND SC  
VDX 1 X 1

Signature: 

Support letter can be emailed to:  
arrange pickup

to

Thank you

Megan

## Support Letter

Date: 3/14/2019

We are in support of the property located at 10180 Royalwood Blvd, rezoning to SBR-3 and being granted a Development Variance Permit to vary the size of an Accessory Building from 45 square meters to 64 square meters.

Name: Tyson Kennedy

Address: 10206 Royalwood Blvd  
Rosedale, BC  
V0X1X1

Signature: **Tyson Kennedy**  
Digitally signed by Tyson Kennedy  
 DN: cn=Tyson Kennedy, o=SafeTek  
 Emergency Vehicles Ltd., ou,  
 email=tkennedy@firetrucks.ca, c=CA  
 Date: 2019.03.14 11:21:51 -07'00'

Support letter can be emailed to: [arrange\\_pickup@hawaii.gov](mailto:arrange_pickup@hawaii.gov)

to

Thank you

Megan



**T & N Unity  
PO Box 355  
Agassiz, BC V0M 1A0**

February 25, 2019

Fraser Valley Regional District  
Planning Department  
45950 Cheam Avenue  
Chilliwack, BC V2P 1N6

File # 2016-04063, 8 lot subdivision of 10189 Caryks Road, Electoral Area "D"

Re: Re-Zoning

Dear Mr. David Bennett,

We are totally in support of Rezoning of any or all of these 8 lots created from 10189 Caryks Road subdivision from SBR2 to SBR3 zoning if the new owners request for it to be changed.

Lot 1 – 10174 Royalwood Blvd  
Lot 2 – 10180 Royalwood Blvd  
Lot 3 – 10186 Royalwood Blvd  
Lot 4 – 10194 Royalwood Blvd

Lot 5 – 10197 Cayks Road  
Lot 6 – 10191 Caryks Road  
Lot 7 – 10185 Cayks Road  
Lot 8 – 10179 Caryks Road

Yours truly,



Natalie teBrinke



Trevor teBrinke



**T & N Unity  
PO Box 355  
Agassiz, BC V0M 1A0**

February 26, 2019

Fraser Valley Regional District  
Planning Department  
45950 Cheam Avenue  
Chilliwack, BC V2P 1N6

Re: Lot 2 – Variance Permit

Dear Mr. David Bennett,

We are in support of Lorne Dekhoff's application for a Variance Permit for his accessory building proposed on Lot 2 – 10180 Royalwood Blvd.

Yours truly,



Natalie teBrinke



Trevor teBrinke

## PUBLIC HEARING REPORT

**TO:** Regional Board of Directors

**FROM:** Bill Dickey, Electoral Area D

**HEARING DATE:** May 9, 2019

**RE:** Public Hearing on Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019

---

A Public Hearing was held for Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019 on May 9, 2019 at 7:00 p.m., in the Rosedale Traditional Community School at 50850 Yale Road, Rosedale, B.C.

There were 3 members of the public present and the 2 applicants.

Members of the Regional Board present were:

Bill Dickey, Director, Area "D", Chairperson

Members of the Fraser Valley Regional District staff present were:

Graham Daneluz, Deputy Director of Planning and Development

Andrea Antifaeff, Planner I

Chairperson Dickey called the Public Hearing to order at 7:03 p.m. The hearing was convened pursuant to Part 14 – Division 3 of the Local Government Act in order to consider Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1518, 2019. In accordance with subsections 1 and 2 of Section 466, the time and place of the public hearing was advertised in the May 1<sup>st</sup>, 2019 and May 3<sup>rd</sup>, 2019 editions of the Chilliwack Progress newspaper.

### **Bylaw 1518, 2019**

Chairperson Dickey stated that the purpose of Bylaw 1518 is to rezone the lands located at 10180 Royalwood Boulevard from Suburban Residential-2 (SBR-2) to Suburban Residential-3 (SBR-3) to facilitate an increase in lot coverage from 25% (SBR-2) to 40% (SBR-3) for the construction of a single family dwelling and detached garage.

There was one verbal comment provided in opposition to the bylaw.

### **Marian Vanlaar, 10213 Royalwood Boulevard, Area D**

Ms. Vanlaar stated that the majority of the houses on the street were already zoned SBR-2 which allows for 25% lot coverage and if the applicants wished to have a greater lot coverage they should have purchased

one of the southern lots on the street which are already zoned SBR-3 and allow for 40% lot coverage. She felt that the 25% lot coverage allowed for lots to be covered with more trees and grass, which gives the neighbourhood a certain character. She felt that the character of neighbourhood would be jeopardized with greater lot coverage. Ms. Vanlaar also noted that water runoff has increased on the street and allowing greater lot coverage will only exacerbate this issue.

The Chairperson asked three times for comments. Hearing no further comments, the public hearing for Bylaw 1518, 2019 was concluded.

The Chairperson concluded the meeting at 7:10p.m.

We, the undersigned, certify these Public Hearing minutes as correct.

Respectfully submitted,

---

Bill Dickey, Chairperson



Digitally signed by Andrea  
Antifaeff  
Date: 2019.05.10 16:06:02  
-07'00'

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Andrea Antifaeff, Recorder

To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: Andrea Antifaeff, Planner I

File No: 3090-20-2018-28

**Subject: Application for Development Variance Permit 2018-28 to reduce the rear setback to facilitate the construction of an accessory structure (shed) at #129-14500 Morris Valley Road, Electoral Area C**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board refuse Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky to facilitate the construction of an accessory structure (shed) ;

**AND THAT** the Fraser Valley Regional District Board direct staff to consider zoning regulations related to accessory structures (sheds) in the Private Resort Development (PRD-1) zone at the time that staff are reviewing the consolidated zoning bylaw;

**AND FURTHER THAT** the Fraser Valley Regional District Board direct staff to take no further bylaw enforcement actions at #129-14500 Morris Valley Road with respect to the shed, provided that the accessory structure (shed) is moved to the proposed location in the application for Development Variance Permit 2018-28 and pending resolution of the PRD-1 accessory structure (shed) zoning regulations in the consolidated zoning bylaw.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

The owners of the property made an application for a Development Variance Permit (DVP) in order to reduce the rear lot line setback for an accessory structure (shed) as outlined in *Zoning By-law for Electoral Area "F", 1978, of the Regional District of Fraser-Cheam*.

PROPERTY DETAILS			
Electoral Area	C		
Address	#129-14500 Morris Valley Road		
PID	026-412-063		
Folio	776.06731.429		
Lot Size	0.172 acres		
Owner	Karen Sidhu & Matt Thomas	Agent	n/a
Current Zoning	Private Resort Residential (PRD-1)	Proposed Zoning	No change
Current OCP	Resort Residential (RR)	Proposed OCP	No change
Current Use	Residential	Proposed Use	Accessory Residential
Development Permit Areas	DPA 1-C and 2-C		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES		
North	^	Private Resort Residential (PRD-1), Residential
East	>	Private Resort Residential (PRD-1), Residential
West	<	Private Resort Residential (PRD-1), Residential
South	v	Private Resort Residential (PRD-1), Residential

#### NEIGHBOURHOOD MAP



## PROPERTY MAP



## DISCUSSION

The owners of the property made an application in August 2018 to allow an accessory structure (shed) at #129-14500 Morris Valley Road to be sited on the property. The subject property is located in the Eagle Point Estates residential development in Morris Valley, Electoral Area C.

### Variance Requested

The owners are seeking a 2.6 metre (8.52 foot) relaxation to the required rear lot line setback, reducing the setback requirement from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet).

### Bylaw Enforcement

In January 2018, the FVRD received a complaint of an accessory structure (shed) sited in contravention of the Zoning Bylaw. At a subsequent inspection of the property an FVRD bylaw enforcement officer confirmed the presence of an accessory structure (shed) sited in contravention of the Zoning Bylaw (exterior side and rear setbacks and the overhang of the shed roof encroached over the fence and onto the strata road property). The applicant proposed to move the location of the shed which would require a variance (reduction) to only the required rear lot line setback. Obtaining a Development Variance Permit and relocating the accessory structure (shed) would rectify the bylaw enforcement.





Figure 1. Existing shed location



Figure 2. Proposed shed location

Since the application for Development Variance Permit 2018-28 was received there have been numerous complaints regarding the placement of accessory structures (sheds) on additional properties located within Eagle Point Estates (16 complaints) and Rivers Reach Estates (14 complaints)

#### EASC Meeting September 5, 2018

Development Variance Permit 2018-28 was considered at the September 5, 2018 meeting of the Electoral Area Service Committee. The Electoral Area Directors made a motion to postpone the consideration of Development Variance Permit 2018-28.

Discussion at the meeting included concern that there is conflict between the strata corporation bylaws and FVRD Zoning Bylaws. At the meeting staff noted that due to current staff and budget constraints, it was not feasible to conduct a study on this issue and coordinate a strategy with the three individual strata councils, at that time and staff proposed that the consideration of the application for Development Variance Permit 2018-28 be postponed until after budget decisions.

#### Zoning Bylaw Setback Requirements

The requirements for siting within the Private Resort Development (PRD-1) zone per *Zoning By-law for Electoral Area "F", 1978, of the Regional District of Fraser-Cheam* are:

##### *Strata Lot Setbacks:*

*No part of any building or structure on a strata lot shall be closer than:*

- *6.0 metres from a front strata lot line*
- *4.5 metres from a flanking road strata lot line*
- *2.1 metres from an interior lot line*
- *7.6 metres from any rear lot line*

Given the strata lot sizes within the lands zoned Private Resort Development (PRD-1) on most lots it would be impossible to place an accessory structure (shed) that is in compliance with the strata lot setbacks noted above.

As the existing zoning essentially prohibits an accessory shed and the development is constructed as a single family subdivision, typically an accessory shed is permitted for the storage of common household goods, such as lawn mower, garden tools, etc.

#### Update May 2019

Staff have re-evaluated Development Variance Permit application 2018-28 and spoken with bylaw enforcement staff. Staff feel it would be best to address the issue of accessory structure (shed) placement/setbacks in coordination with the consolidated zoning bylaw that is currently in progress.

An alternative to the zoning consolidation approach would be to do a site specific text amendment to the Private Resort Residential Development (PRD-1 zone). A text amendment to this zone would affect all properties zoned PRD-1 which includes:

- Harrison Lane subdivision (14505 Morris Valley Road);
- Eagle Point Estates subdivision (14500 Morris Valley Road); and,
- Rivers Reach Estates subdivision (14550 Morris Valley Road).



Staff recommend that the Fraser Valley Regional District Board refuse Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky to facilitate the construction of an accessory structure (shed).

AND THAT the Fraser Valley Regional District Board direct staff to consider zoning regulations related to accessory structures (sheds) in the Private Resort Development (PRD-1) zone at the time that staff are reviewing the consolidated zoning bylaw.

AND FURTHER THAT the Fraser Valley Regional District Board direct staff to take no further bylaw enforcement actions at #129-14500 Morris Valley Road, provided that the accessory structure (shed) is moved to the proposed location in the application for Development Variance Permit 2018-28 and pending resolution of the PRD-1 accessory structure (shed) zoning regulations in the consolidated zoning bylaw.

#### **Option 2 – Site specific text amendment**

If the Board wishes to direct staff to do a text amendment to the Private Resort Development (PRD-1) zone of *Zoning By-law for Electoral Area "F", 1978, of the Regional District of Fraser-Cheam* to allow for the placement of accessory structures (sheds) within achievable setbacks, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board direct staff to do a text amendment to the Private Resort Development 1 (PRD-1) zone of *Zoning By-law for Electoral Area "F", 1978, of the Regional District of Fraser-Cheam* to address issues with the placement of accessory structures.

#### **Option 3 – Approve Development Variance Permit 2018-28**

If the Board wishes to approve requested Development Variance Permit 2018-28, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky, to facilitate the construction of an accessory structure (shed).

**COMMENTS BY:**

**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed and supported.

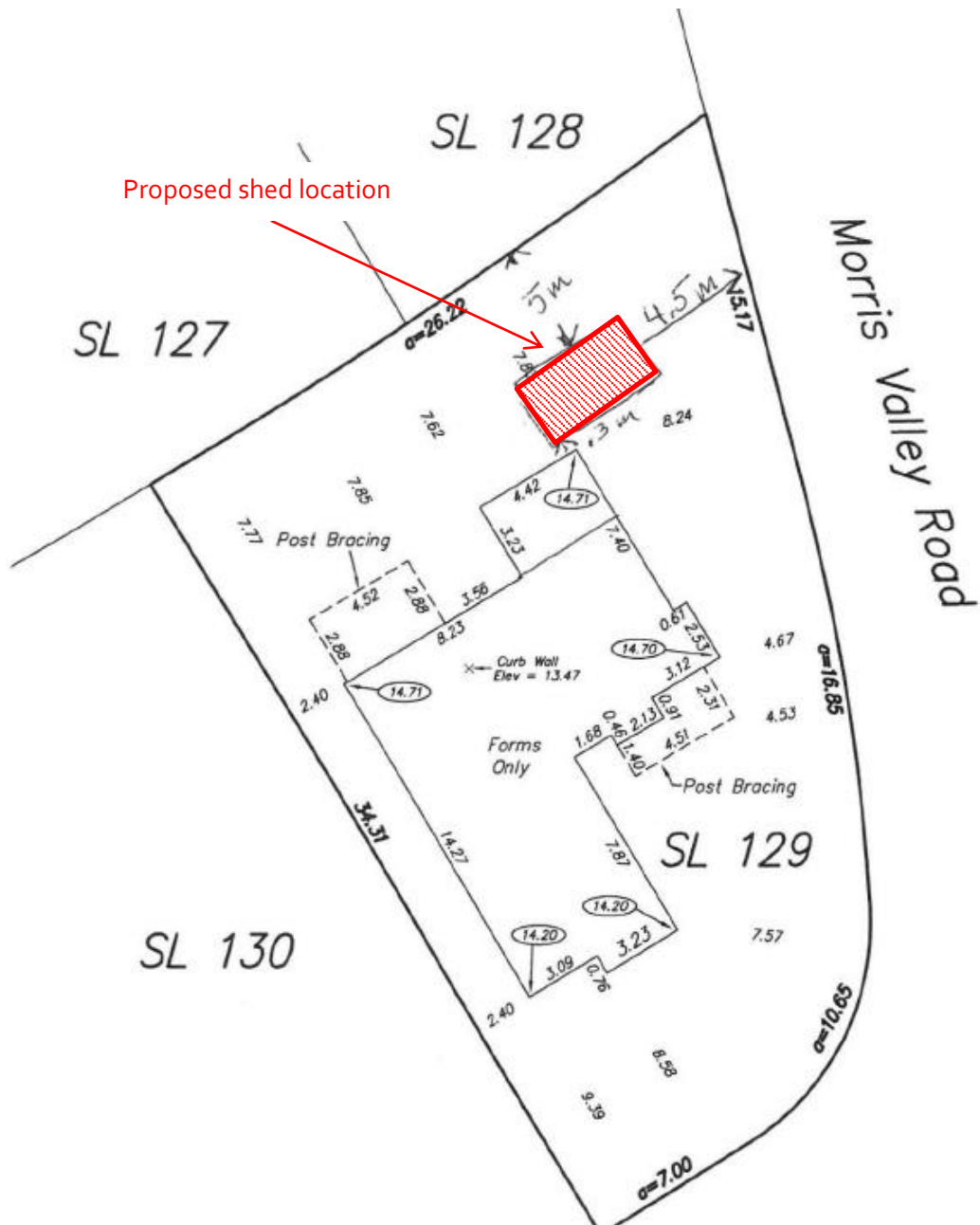
**Margaret Thornton, Director of Planning & Development:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

## Appendix A

### Proposed Shed Location





**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ 350<sup>00</sup> as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address #129 14500 Morris Valley RD PID \_\_\_\_\_

Legal Description Lot ☒ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's  
Declaration

Name of Owner (print) <u>Math Thomas</u>	Signature of Owner 	Date <u>Aug 3/18</u>
Name of Owner (print) <u>Karen Sidhu</u>	Signature of Owner	Date <u>Aug 3/18</u>

Owner's  
Contact  
Information

Address <u>#129 14500 Morris Valley RD</u>		City <u>Harrison Mills</u>
Email		Postal Code <u>V0M-1A1</u>
Phone	Cell	Fax

Office Use Only	Date <u>AUGUST 7, 2018</u>	File No. <u>3090-20 2018-28</u>
	Received By <u>6614/3</u>	Folio No. <u>776.06731.429</u>
	Receipt No.	Fees Paid: \$ <u>350.00</u>

**Agent**

I hereby give permission to \_\_\_\_\_ to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
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**Development Details**

Property Size 7800 sq ft Present Zoning the Recreational / resort  
Existing Use Residential  
Proposed Development Na

Proposed Variation / Supplement From 7.6 m (24.93 Feet) to 5m or (16.4 Feet) From the Back Lot Line. No variation needed for side lot line - all measurements taken to the eaves of the shed.

(use separate sheet if necessary)

Reasons in Support of Application All drainage will drain into Rock pit. Developed for whole house drainage. / Shed is made to look like house. will compliment house + neighbourhood. So owner does not lose investment. Variance of 7.6 m is unattainable on lot once house is placed on lot. 5m is doable.

Page 2 of 4

## Provincial Requirements

(This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes  
☐

no  
☒

30 metres of the high water mark of any water body

yes  
☐

no  
☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes  
☐

no  
☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes  
☐

no  
☒

I don't know  
☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.



## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>  At a scale of:  1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
	✓		Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>  Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information ( _____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrd.ca](mailto:FOI@fvrd.ca).

# B.C. Land Surveyors Building Location Certificate

Showing The Forms

On Strata Lot 129 Sec 35 Tp 3 R3W

NWD Strata Plan BCS1492

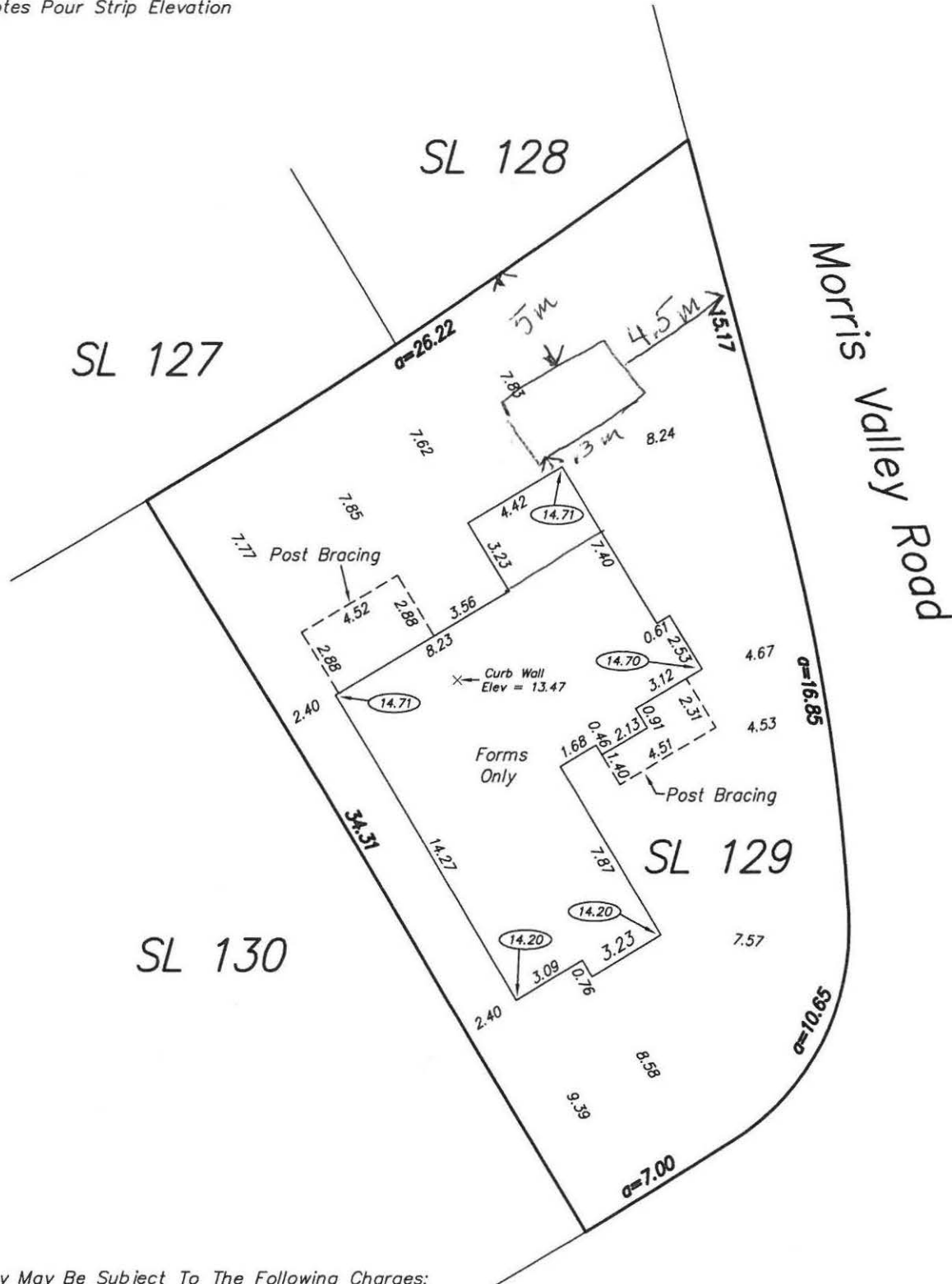
Prepared For The Exclusive Use Of: Anil Sharma

Civic Address: 14500 Morris Valley Road  
Agassiz, BC

Scale 1 : 250 Dimensions are METRIC

Lot Dimensions Are Based On Plan BCS1492

Denotes Pour Strip Elevation



This Property May Be Subject To The Following Charges:

BX565303 COVENANT FRASER VALLEY REGIONAL DISTRICT

BX565455 COVENANT FRASER VALLEY REGIONAL DISTRICT

Y65666 COVENANT HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BC

BW553278 STATUTORY RIGHT OF WAY BC HYDRO AND POWER AUTHORITY

To: Electoral Area Services Committee  
 From: Andrea Antifaeff, Planning Technician

Date: 2018-09-05  
 File No: 3090-20-2018-28

**Subject: Application for Development Variance Permit 2018-28 to reduce the rear setback to permit the construction of an accessory structure (shed) at #129-14500 Morris Valley Road, Area C**

## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C, to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky, to facilitate the construction of an accessory structure (shed), subject to consideration of any comments or concerns raised by the public.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

The owners of the property have made an application for a Development Variance Permit (DVP) in order to reduce the rear lot line setback for an accessory structure (shed) as outlined in *Zoning By-law for Electoral Area "F", 1978, of the Regional District of Fraser-Cheam*.

PROPERTY DETAILS			
Electoral Area	C		
Address	129-14500 Morris Valley Road		
PID	026-412-063		
Folio	776.06731.429		
Lot Size	0.172 acres		
Owner	Karen Sidhu & Matthew Thomas	Agent	n/a
Current Zoning	Private Resort Residential (PRD-1)	Proposed Zoning	No change
Current OCP	Resort Residential (RR)	Proposed OCP	No change
Current Use	Residential	Proposed Use	Accessory Structure (Shed)

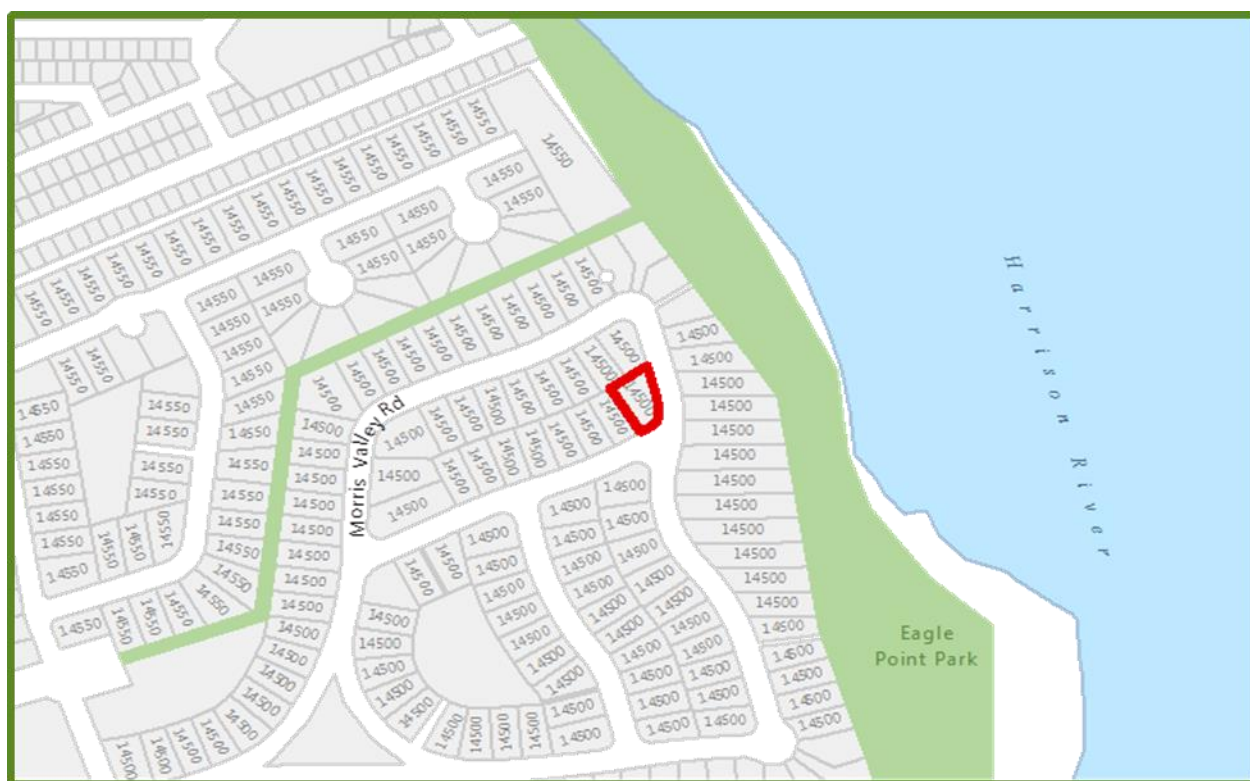


Development Permit Areas	DPA 1-C and 2-C
Agricultural Land Reserve	No

#### ADJACENT ZONING & LAND USES

North	^	Private Resort Residential (PRD-1) / Residential
East	>	Private Resort Residential (PRD-1) / Residential
West	<	Private Resort Residential (PRD-1) / Residential
South	v	Private Resort Residential (PRD-1) / Residential

#### NEIGHBOURHOOD MAP



## PROPERTY MAP



## DISCUSSION

The owners of the property have made an application to allow an accessory structure (shed) at #129-14500 Morris Valley Road to be sited on the property. The subject property is located in the Eagle Point Estates residential development in Morris Valley.

Building staff have reviewed the site plan and there are no Building Code concerns regarding the separation distances between the single family dwelling and the accessory structure (shed). As the shed has a floor area not exceeding 20 square metres (215 square feet) a building permit is not required.

### Bylaw Enforcement

In January 2018, the FVRD received a complaint of an accessory structure (shed) sited in contravention of the Zoning Bylaw. At a subsequent inspection of the property a bylaw enforcement officer confirmed the presence of an accessory structure (shed) sited in contravention of the Zoning Bylaw (exterior side and rear setbacks and the overhang of the shed roof encroached over the fence and on the strata road property). The applicant has decided to move the location of the shed which would require a variance (reduction) to only the required rear lot line setback. Obtaining a Development Variance Permit and relocating the accessory structure (shed) will rectify the bylaw enforcement. Figures 1 & 2 show the existing and proposed shed locations.



Figure 1. Existing shed location



Figure 2. Proposed shed location

## Variance Requested – DVP 2018-28

### Application Rationale

The applicant advises that the reasons in support of the variance are: 1. the 7.6 metre rear setback is unattainable on a lot once the house has been placed; 2. the shed will have a similar appearance to the house and compliment the house and neighbourhood; and, 3. all drainage from the shed will drain into the same drainage for the house.

### Rear Lot Line Setback Variance

The owners are seeking a 2.6 metre (8.52 foot) relaxation to the required rear lot line setback, reducing the setback requirement from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet).

### Neighbourhood Notification and Input

All property owners within 30 metres of the property and the Strata will be notified by the FVRD of the development variance permit application and be given the opportunity to provide written comments or attend the Board meeting to state their comments. FVRD staff encourage the applicant to advise neighbouring property owners, residents and the Strata of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted. No comments from the Strata have been provided to date.

### COST

The application fee of \$350.00 has been paid by the applicant.

## **CONCLUSION**

The property owners have applied for a DVP to reduce the rear lot line setback for an accessory structure (shed). Staff recommend that the FVRD Board issue the permit, subject to community and Strata input, as the proposed variance will address the existing Bylaw Enforcement action and the existing encroachment onto the Strata road property; the shed is less than 20 sq.m and does not require a building permit; and the property is fenced and the shed should not be visible from the Strata road. The variance is not anticipated to negatively affect the surrounding properties.

## **OPTIONS**

### **Option 1 – Issue (Staff Recommendation)**

Staff recommend that the FVRD Board issue Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky, to facilitate the construction of an accessory structure (shed), subject to consideration of any comments or concerns raised by the public.

### **Option 2 – Refuse**

If the Board wishes to refuse the application, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C.

### **Option 3 – Refer to Staff**

If the Board wishes to refer the application back to staff to address outstanding issues, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C to FVRD Staff.

## **COMMENTS BY:**

**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed and supported.

**Margaret Thornton, Director of Planning & Development:** Reviewed and supported.

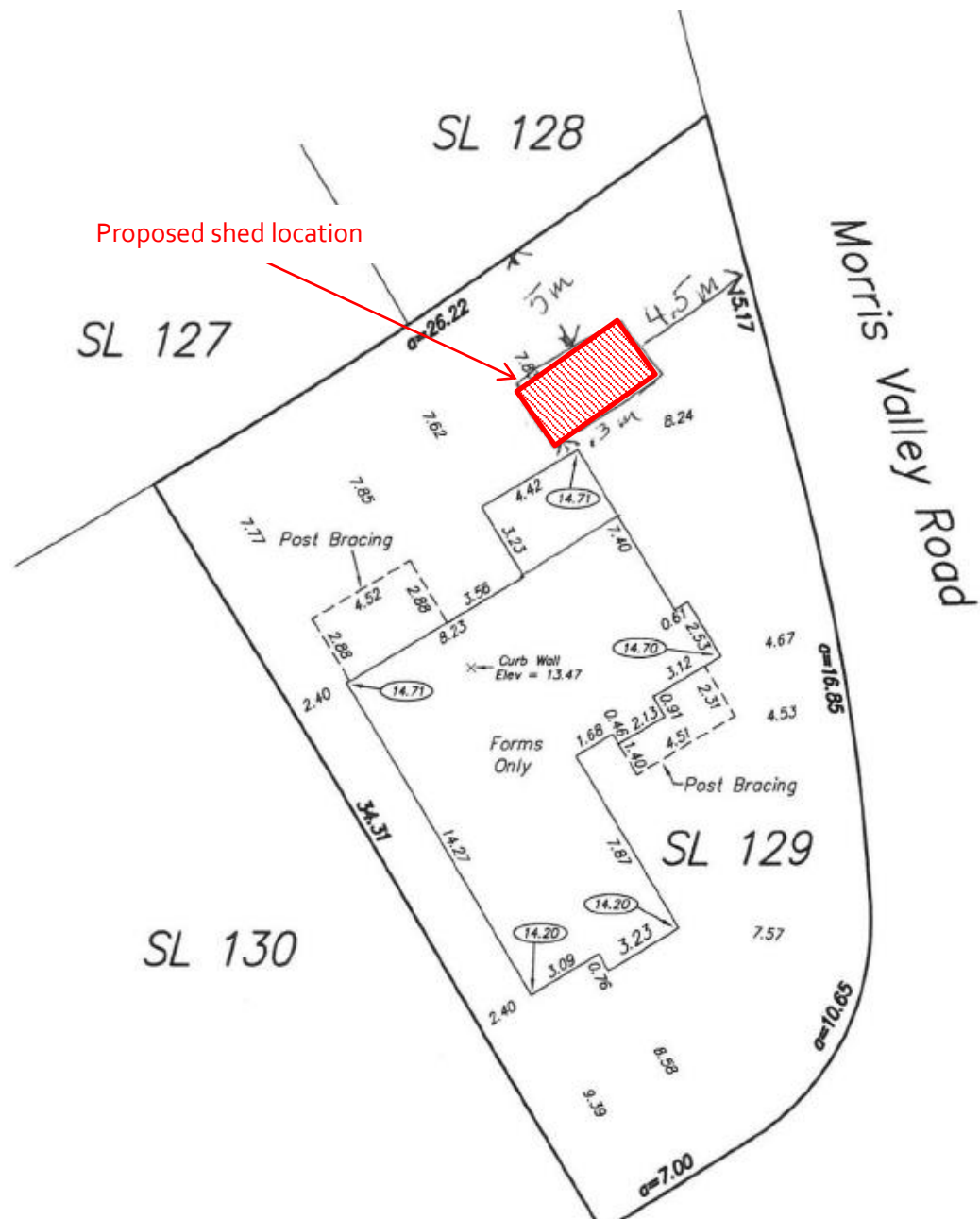
**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported

## Appendix A





To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: Julie Mundy, Planning Technician

File No: 3090-20 2019-09

**Subject: Application for Development Variance Permit 2019-09 to reduce the front lot line setback to permit the re-construction of a residential porch at 35103 North Sward Road, Electoral Area F**

## RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-09 for 35103 North Sward Road, Electoral Area F, to reduce the front lot line setback from 6.0 metres (19.7 feet) to 2.1 metres (6.9 feet), to facilitate the re-construction of a residential porch, subject to the issuance of an Encroachment Permit from the BC Ministry of Transportation and Infrastructure, and subject to consideration of any comments or concerns raised by the public.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

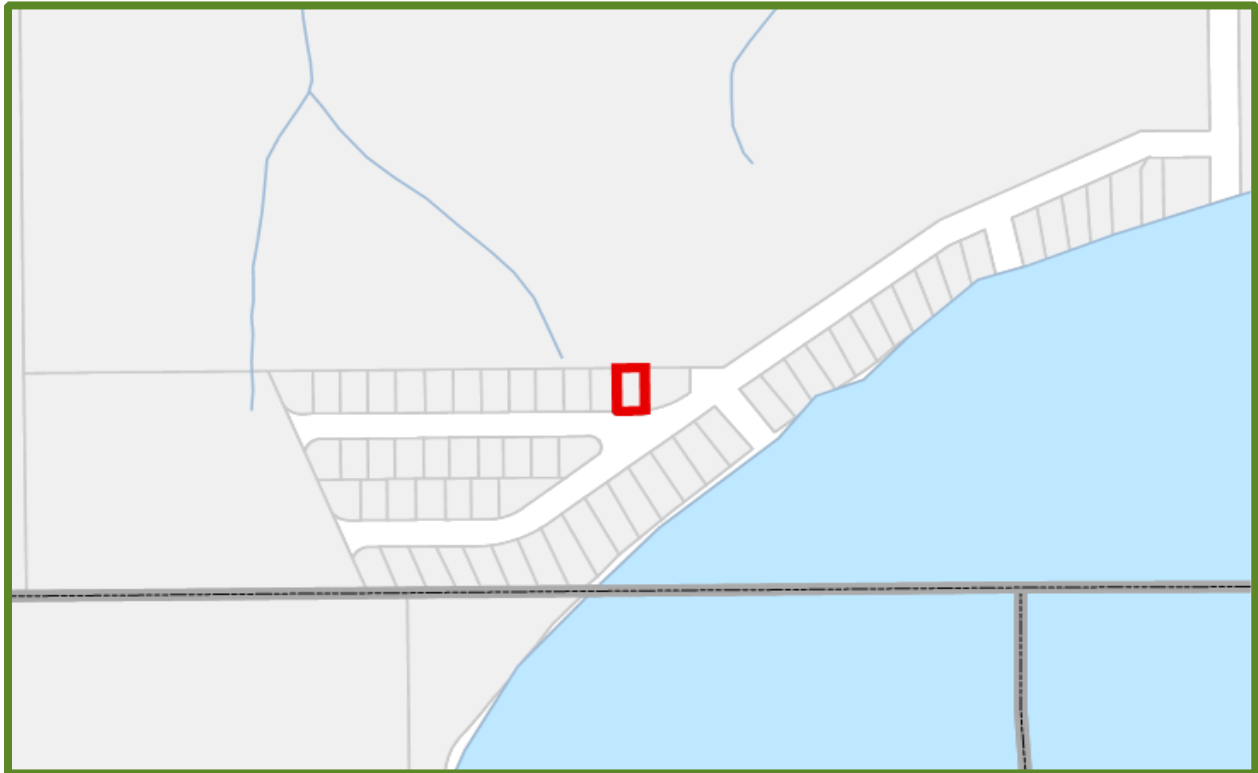
## BACKGROUND

The property owner has applied for a Development Variance Permit (DVP) to reduce the front lot line setback for a residence as outlined in *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992*. The proposed works are closer than 4.5 metres to the road right of way and, therefore, will require approval from the BC Ministry of Transportation and Infrastructure.

PROPERTY DETAILS			
<b>Electoral Area</b>	F		
<b>Address</b>	35103 North Sward Road		
<b>PID</b>	008-059-292		
<b>Folio</b>	775.02202.099		
<b>Lot Size</b>	6000 sq ft (0.13 acres)		
<b>Owner</b>	Susan Quinn	<b>Agent</b>	P to P Contracting
<b>Current Zoning</b>	Rural 1 (R-1)	<b>Proposed Zoning</b>	No change
<b>Current OCP</b>	Suburban Residential (SR)	<b>Proposed OCP</b>	No change
<b>Current Use</b>	Residential	<b>Proposed Use</b>	No change
<b>Agricultural Land Reserve</b>	No		

**ADJACENT ZONING & LAND USES**

<b>North</b>	^	Floodplain Agriculture (A-2), Farm
<b>East</b>	>	Rural 1 (R-1), Residential / Single family residence
<b>West</b>	<	Rural 1 (R-1), Residential / Single family residence
<b>South</b>	v	Rural 1 (R-1), Residential / Single family residence

**NEIGHBOURHOOD MAP**

## PROPERTY MAP



## DISCUSSION

The property owner is conducting structural repairs and building an addition to an existing residence at 35103 North Sward Road. The works include rebuilding a porch at the front of the house which was previously removed to allow for foundation repairs. The existing house is small at 53.5 square metres (608 square feet) with the porch adding an additional 7.4 square metres (79.4 square feet) of covered outdoor space.

Application Rationale

The owner advises that the porch will enable greater enjoyment of the natural view as well as provide an outdoor space for relaxing and visiting with family. The owner additionally notes that the house and porch are aligned with other houses on the street and will not look out of place.

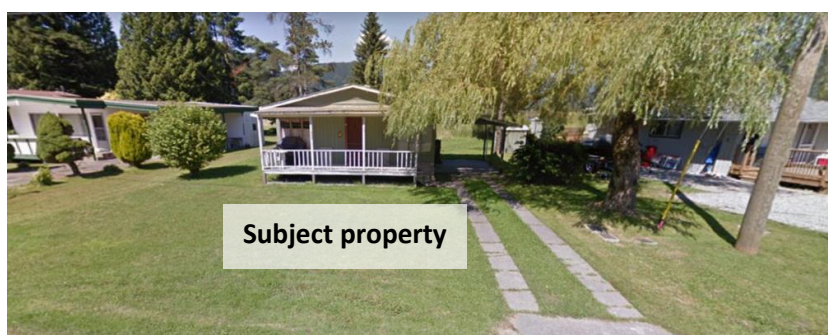


Image 1 – Demonstrates the alignment of the house with neighbouring houses.

### Front Lot Line Setback Variance Request

In order to rebuild the porch in its previously existing location, the property owner is seeking a 3.9 metre (12.8 foot) relaxation from the front lot line setback. This will reduce the setback requirement from 6.0 metres (19.7 feet) to 2.1 metres (6.9 feet) measured clear to sky. The 2.1 metre setback accounts for porch roof overhang.

Front Lot Line Setbacks	
Permitted (zoning )	6 metres (19.7 feet)
Proposed	2.1 metres (6.9 feet)
<b>Requested Variance</b>	<b>3.9 metres (12.8 feet)</b>

### Ministry of Transportation & Infrastructure Requirements

All construction within 4.5 metres of a road right of way requires approval from the BC Ministry of Transportation and Infrastructure (MOTI). MOTI has indicated to FVRD staff that they are working on issuing an encroachment permit for the subject property. The development variance permit will not be issued until MOTI officially grants approval for the works.

### Bylaw Enforcement & Building Requirements

Construction on the house was started without the benefit of a building permit. Consequently, the property is in bylaw contravention. All outstanding bylaw fines have been paid, and the property owner is taking steps to remedy the contravention. The property owner has applied for all necessary permits including a development variance permit, a MOTI encroachment permit and a building permit (BP 014593).

The building permit application is currently under review by FVRD staff to ensure the plans meet all BC Building Code requirements as well as any flood construction level requirements.

### **Neighbourhood Notification and Input**

All property owners within 30 metres of the property will be notified by the FVRD of the development variance permit application and be given the opportunity to provide written comments or attend the Board meeting to state their comments. FVRD staff encourage the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted.

### **COST**

The application fee of \$350 has been paid by the applicant

## **CONCLUSION**

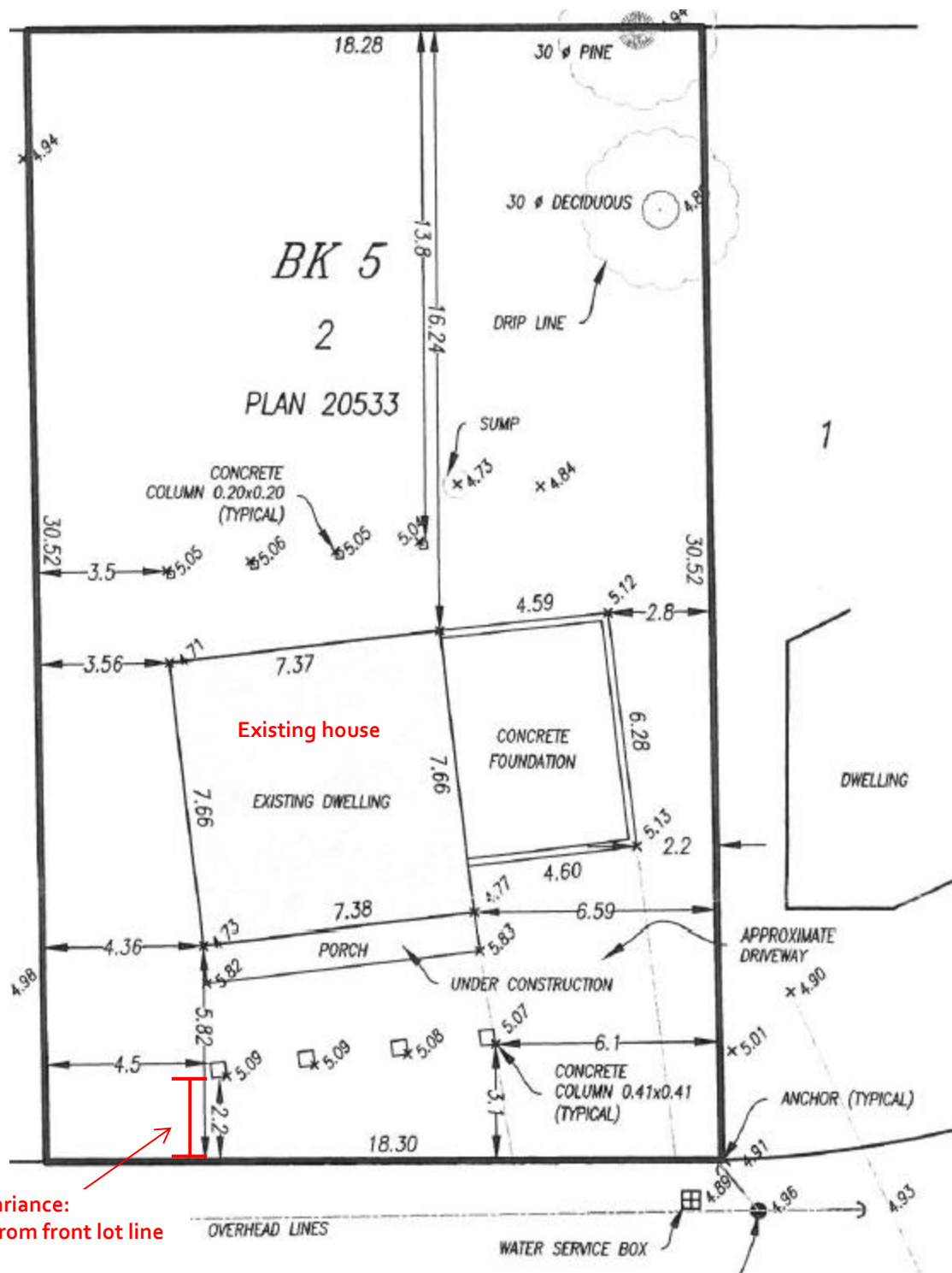
Staff recommend that Development Variance Permit 2019-09 be issued by the Fraser Valley Regional District Board, subject to the issuance of a Ministry of Transportation and Infrastructure Encroachment Permit, and subject to any comment or concerns raised by the public.

## **COMMENTS BY:**

<b>Graham Daneluz, Deputy Director of Planning &amp; Development:</b>	Reviewed & supported
<b>Margaret Thornton, Director of Planning &amp; Development:</b>	Reviewed & supported
<b>Mike Veenbaas, Director of Financial Services:</b>	No further financial comments.
<b>Jennifer Kinneman, Acting Chief Administrative Officer:</b>	Reviewed and supported.

# Appendix A: Site Plan

## Site Plan







45950 Cheam Avenue  
Chilliwack, BC V2P 1N6  
604-702-5000 | 1-800-528-0061

## Receipt

Date April 4, 2019

Received from \_\_\_\_\_

Description of Payment and GL Code \_\_\_\_\_

35103 North Sward Rd

Development Permit

Variance Permit

### For Office Use Only

Do not write in the space below

Fraser Valley Regional District

Receipt: 8333/3                      Apr 4, 2019  
Dated: Apr 4, 2019                  12:13:22 PM  
Station: EA SERVICE/CASH2

1 PLANNING DVP -35103 NORTH SWAR    350.00

Total    350.00

INTERAC PAPER TO PEAK CONTRACT    -350.00

**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ 350 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic

Address

35103 NORTH SWARD ROAD PID 008-059-292  
MISSION, BC.

Legal

Description

Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's  
Declaration

Name of Owner (print)	Signature of Owner	Date
SUSAN QUINN	<i>Susan Quinn</i>	4/4/19
Name of Owner (print)	Signature of Owner	Date

Owner's  
Contact  
Information

Address	<u>1358-227 STREET</u>		City	<u>LANGLEY, BC</u>
Email			Postal Code	<u>V2Z 2W8</u>
			Fax	

Office Use Only	Date	<u>April 4, 2019</u>	File No.	<u>2019-09</u>
	Received By	<u>JM</u>	Folio No.	<u>775.02202.009</u>
	Receipt No.	<u>8333/3</u>	Fees Paid: \$	<u>350</u>

**Agent**

I hereby give permission to \_\_\_\_\_ to act as my/our agent in all matters relating to this application.

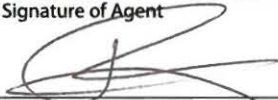
Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent ROLAND LEMPEL	Company P2P CONTRACTING LTD.
Address 1358-227 STREET	City LANGLEY BC
	Postal Code V2Z 2W8
	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent 	Date APR 4 2019
---	--------------------

**Development Details**

Property Size \_\_\_\_\_ Present Zoning \_\_\_\_\_

Existing Use \_\_\_\_\_

Proposed Development \_\_\_\_\_

X Proposed Variation / Supplement REDUCED FRONT SET BACK TO 2.1 METERS

(use separate sheet if necessary)

X Reasons in Support of Application EXISTING HOUSE IS SMALL AND IS LOCATED APPROXIMATELY 15 FEET. NOT MEETING CURRENT SET-BACKS FROM PROPERTY LINE. EXISTING HOUSE IS IN LINE WITH OTHER HOUSES ON THE STREET. THE FRONT PORCH WOULD HELP WITH US ENJOYING THE VIEW. HAVING A SPOT FOR A OUTDOOR SPACE. TO VISIT WITH FAMILY AND RELAX.

## Provincial Requirements

(This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes  
☐

no  
☐

30 metres of the high water mark of any water body

yes  
☐

no  
☐

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes  
☐

no  
☐

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes  
☐

no  
☐

I don't know  
☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.



## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>			Reduced sets of metric plans
At a scale of:			North arrow and scale
1: _____			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>			Location, quantity, size & species of existing & proposed plants, trees & turf
Same scale as site plan			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to [planning](#), [land use management](#) and related [services delivered](#), or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvr.ca](mailto:FOI@fvr.ca).

TOPOGRAPHIC SURVEY OF LOT 2  
BLOCK 5 SECTION 2 TOWNSHIP 18  
NEW WESTMINSTER DISTRICT  
PLAN 20533

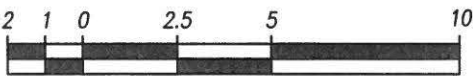
FVRD FILE:

MAR 26 2019

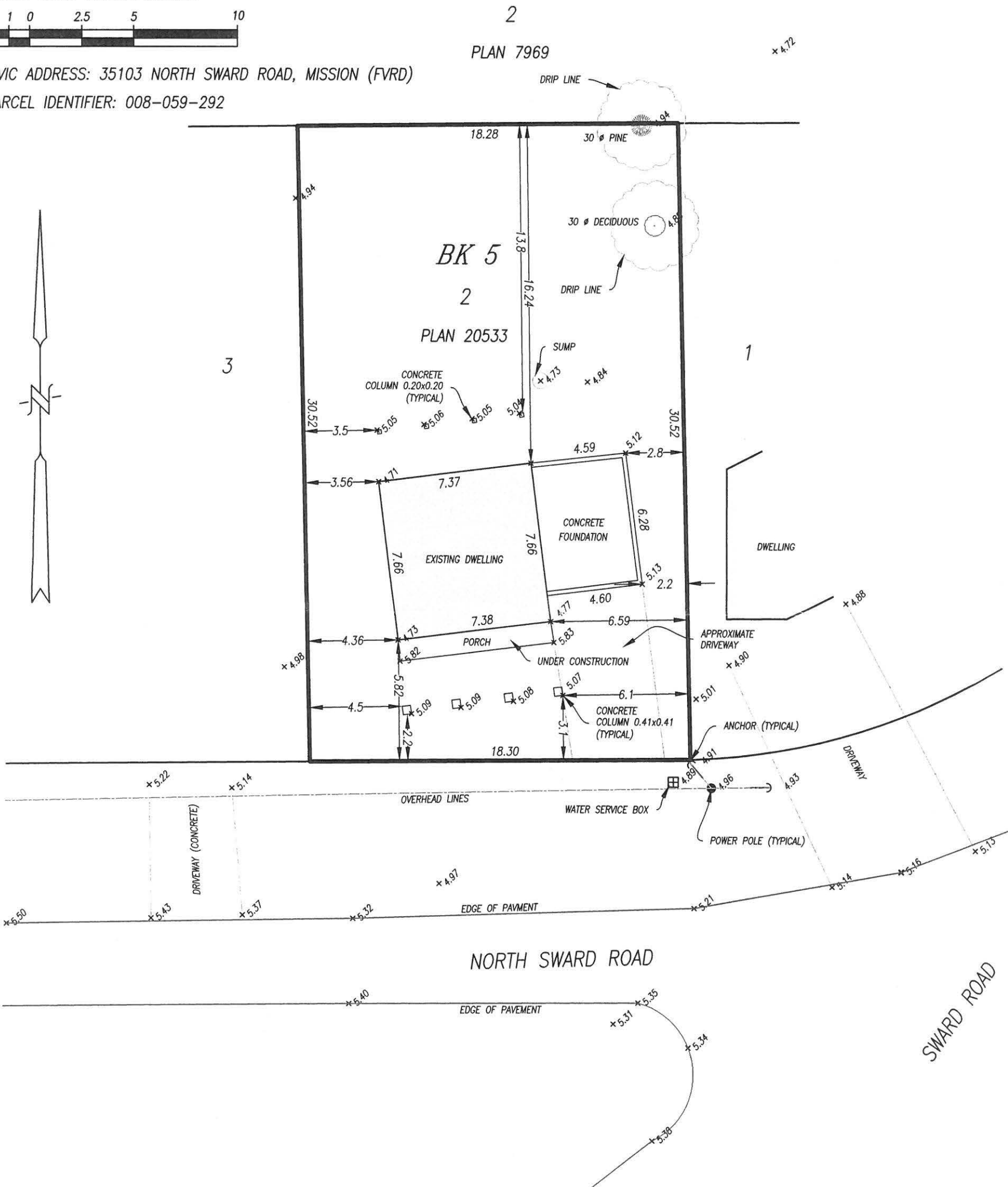
F.V.R.D. BLDG. DEPT

SCALE 1 : 200

ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED.



CIVIC ADDRESS: 35103 NORTH SWARD ROAD, MISSION (FVRD)  
PARCEL IDENTIFIER: 008-059-292



LOT DIMENSIONS DERIVED FROM  
FIELD SURVEY

ELEVATIONS ARE IN METRES (GEODETIC)  
ELEVATIONS REFERENCED TO  
CGVD28 (HTv2.0)

CHARGE(S) ON TITLE WITHOUT REFERENCE TO  
SURVEY PLANS THAT MAY AFFECT IMPROVEMENTS:  
266242C RESTRICTIVE COVENANT

SURVEYED:

MARCH 11, 2019

DATED THIS 15TH DAY OF MARCH, 2019

*Devon Pallmann*  
DEVON PALLMANN, B.C.L.S.

WADE & ASSOCIATES LAND SURVEYING LTD.  
BC LAND SURVEYORS  
MISSION & MAPLE RIDGE  
PHONE: (604) 826-9561 OR 463-4753  
FILE: P20533-BK05 LOT 02

PREPARED FOR: S & R QUINN





## FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

---

**Permit No.** Development Variance Permit 2019-09      **Folio No.** 775.02202.099

---

**Issued to:** Susan Quinn

---

**Address:**

---

**Applicant:** Susan Quinn

---

**Site Address:** 35103 North Sward, Electoral Area F

---

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 2 BLOCK 5 SECTION 2 TOWNSHIP 18 NEW WESTMINSTER DISTRICT  
PLAN 20533  
008-059-292

---

### LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

---

### AUTHORITY TO ISSUE

1. This Development Variance Permit is issued under Part 14 – Division 9 of the *Local Government Act*.

---

### BYLAWS SUPPLEMENTED OR VARIED

"Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992" is **varied** as follows:

Part 412 (1), the front lot line setback is reduced from 6.0 metres to 2.1 metres for the construction of a residential porch.

---

### SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.
2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.
3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
4. All new construction shall be generally in compliance with Building Permit No. 014593.

5. This permit shall lapse upon expiry or revocation of the Highway Encroachment Permit issued by the BC Ministry of Transportation and Infrastructure to authorize construction within the North Sward Road right of way.

---

## GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 – Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developers obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.

---

## SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted:       (a)     an irrevocable letter of credit in the amount of: \$ <N/A> .  
                              (b)     the deposit of the following specified security: \$ <N/A> .

---

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2019-09. The notice shall take the form of Appendix I attached hereto.

---

AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE <DAY> DAY OF <MONTH>, 2019

---

Chief Administrative Officer / Deputy

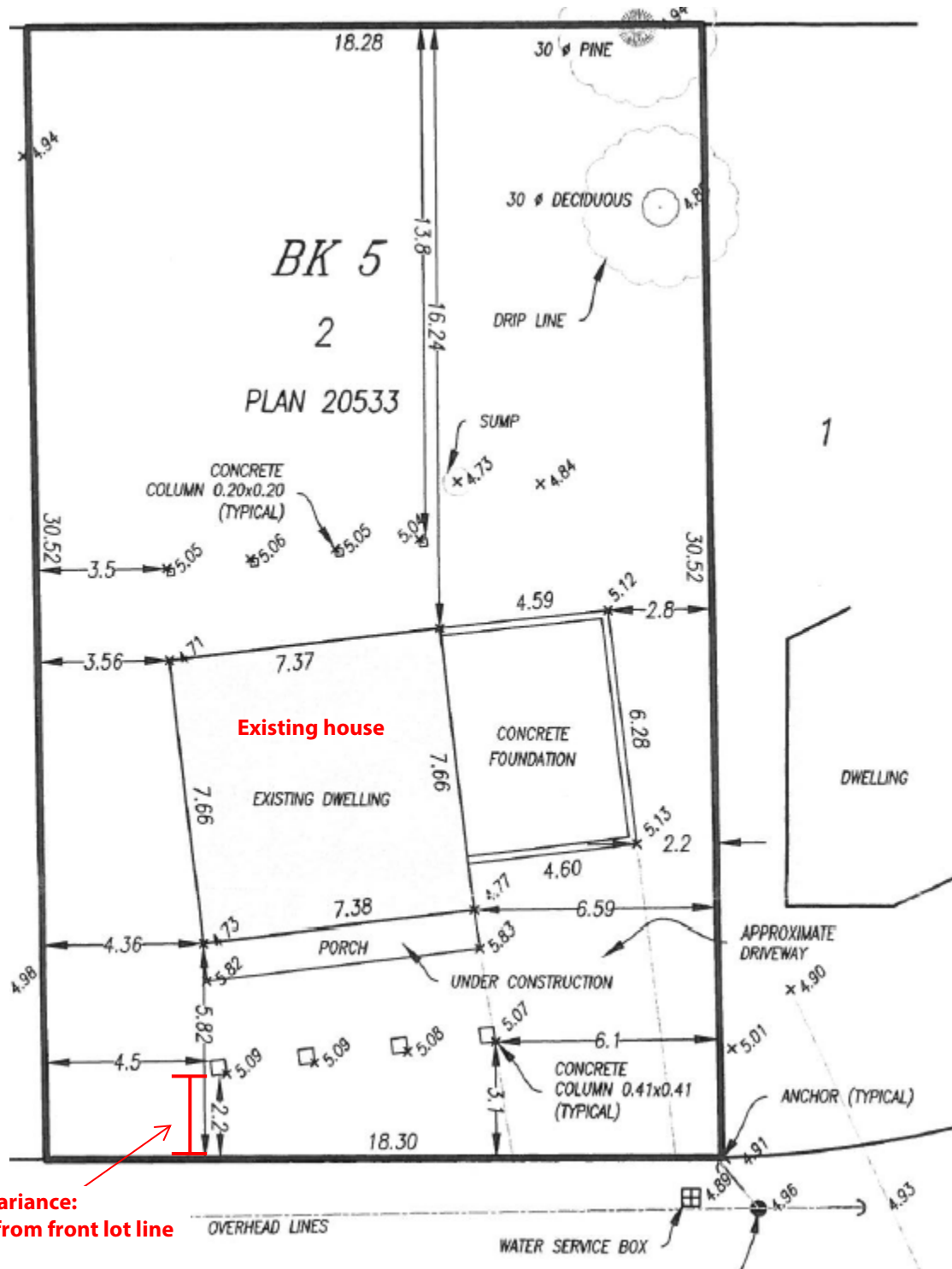
THIS IS NOT A BUILDING PERMIT

DRAFT

**DEVELOPMENT VARIANCE PERMIT 2019-09**  
**SCHEDULE "A"**  
**Location Map**



# **DEVELOPMENT VARIANCE PERMIT 2019-09** **SCHEDULE "B"** **Site Plan**



To: CAO for the Electoral Area Services Committee  
From: Julie Mundy, Planning Technician

Date: 2019-05-08  
File No: 3090-20 2019-10

**Subject: Application for Development Variance Permit 2019-10 to vary the maximum height and size requirements for an accessory building at 10395 Wildrose Road, Electoral Area D**

## RECOMMENDATION

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-10 to increase the maximum permitted area of an accessory building from 45 square metres to 58 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.2 metres, subject to consideration of any comment or concerns raised by the public.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

The property owners have made an application for a Development Variance Permit (DVP) to increase the maximum permitted area and height of an accessory building (garage) as outlined in *Zoning Bylaw for Electoral Area "D", 1976 of Regional District of the Fraser-Cheam*.

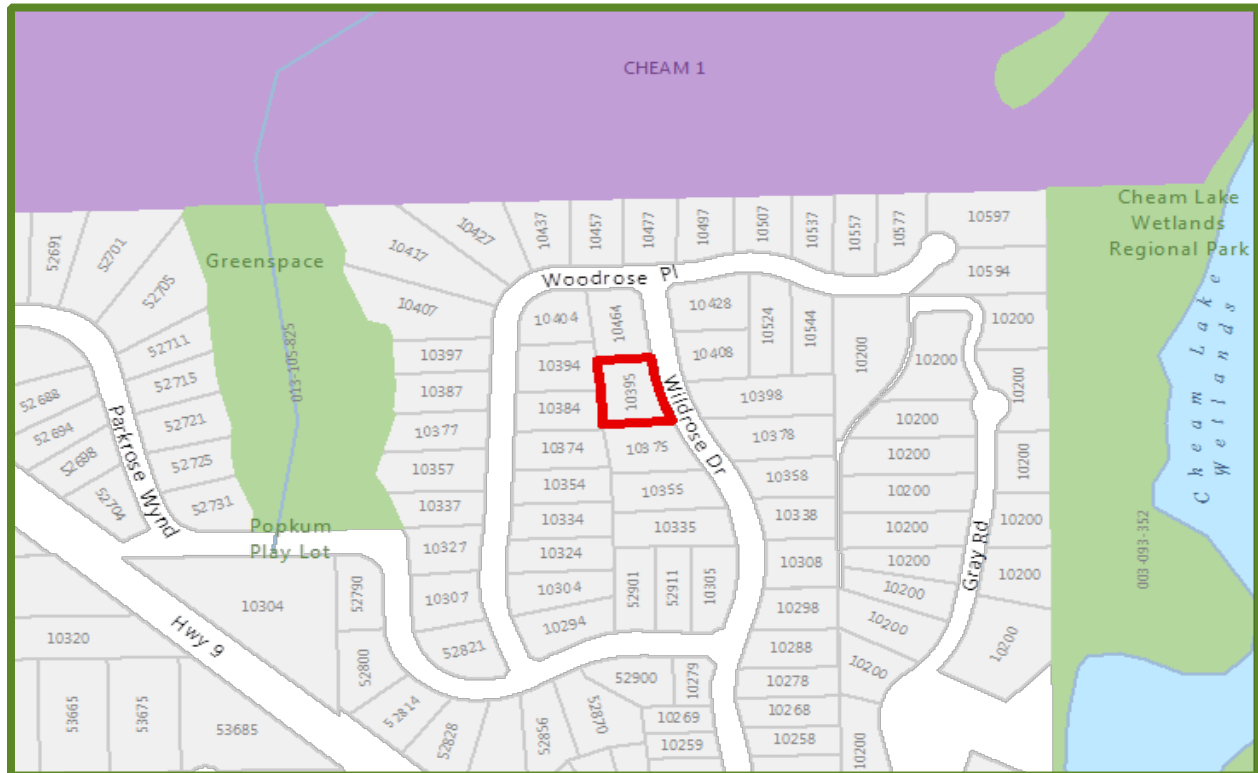
PROPERTY DETAILS			
<b>Electoral Area</b>	D		
<b>Address</b>	10395 Wildrose Drive		
<b>PID</b>	028-850-386		
<b>Folio</b>	733.06453.069		
<b>Lot Size</b>	0.603 acres		
<b>Owner</b>	Paul Sousedik	<b>Agent</b>	MBE Construction
<b>Current Zoning</b>	Suburban Residential 2 (SBR-2)	<b>Proposed Zoning</b>	No change
<b>Current OCP</b>	Suburban Residential (SR)	<b>Proposed OCP</b>	No change
<b>Current Use</b>	Residential	<b>Proposed Use</b>	Accessory Residential
<b>Development Permit Areas</b>	DPA 6-D		
<b>Hazards</b>	-		
<b>Agricultural Land Reserve</b>	No		



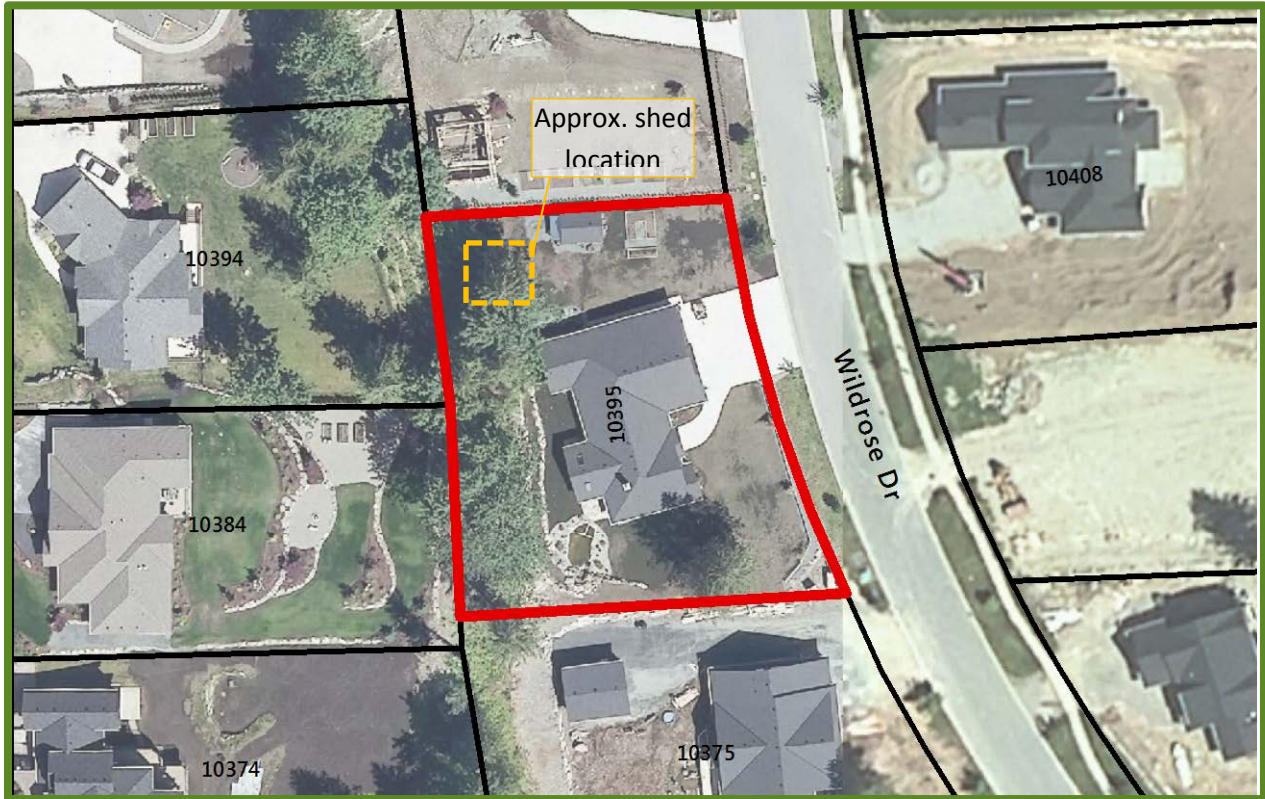
### ADJACENT ZONING & LAND USES

<b>North</b>	^	Suburban Residential 2 (SBR-2), Single Family Dwelling
<b>East</b>	>	Suburban Residential 2 (SBR-2), Single Family Dwelling
<b>West</b>	<	Suburban Residential 2 (SBR-2), Single Family Dwelling
<b>South</b>	v	Suburban Residential 2 (SBR-2), Single Family Dwelling

### NEIGHBOURHOOD MAP



### PROPERTY MAP



### DISCUSSION

The applicant is proposing to construct a detached garage/shop which exceeds 1) the maximum allowable area and 2) the maximum allowable height for an accessory building under *Zoning Bylaw for Electoral Area "D", 1976 of Regional District of the Fraser Cheam*. There is currently a single family dwelling on the property with an attached double garage and an RV storage garage.

The applicant advises the reason for the variance is to provide additional room for storage. The extra floor space will also accommodate the parking of an additional vehicle.

#### Height and Size Variance

The proposed garage will be 24 x 26 feet with a total area of 624 square feet (58 square meters). The owners are seeking a size variance of 139.6 square feet (13 square meters).

Maximum Size of Accessory Buildings	
Permitted (zoning)	45.0 square metres (484 .4sq feet)
Proposed	58 square metres (624 sq feet feet)
<b>Requested Variance</b>	<b>13 square metres (139.6 sq feet)</b>

The proposed garage will have a total height of 5.2 metres (17.1 feet). The owners are seeking a height variance of 0.2 metres (8 inches)

Height of Accessory Buildings	
Permitted (zoning)	5.0 metres (16' 5") 16.4 feet
Proposed	5.2 metres (17' 1") 17.1 feet
<b>Requested Variance</b>	<b>0.2 metres (8 inches)</b> 0.7 feet

If the size variance is not granted, the applicant could construct a 22 x 22 foot structure that complies with the zoning regulation. If the height variance is not granted the applicant could build a structure which is 8 inches shorter than proposed.

#### Building Permit

The applicant has submitted a building permit which is currently under review. The proposed structure meets the required property line setbacks and site coverage requirements.

#### **Neighbourhood Notification and Input**

All property owners within 30 metres of the property will be notified by FVRD of the Development Variance Permit application and will be given the opportunity to provide written comments or attend the Board meeting to state their comments. FVRD staff encourage the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted.

#### **COST**

The application fee of \$350 has been paid by the applicant.

#### **CONCLUSION**

Staff recommend Development Variance Permit 2019-10 be issued by the Fraser Valley Regional District Board, subject to any comments or concerns raised by the public.

#### **COMMENTS BY:**

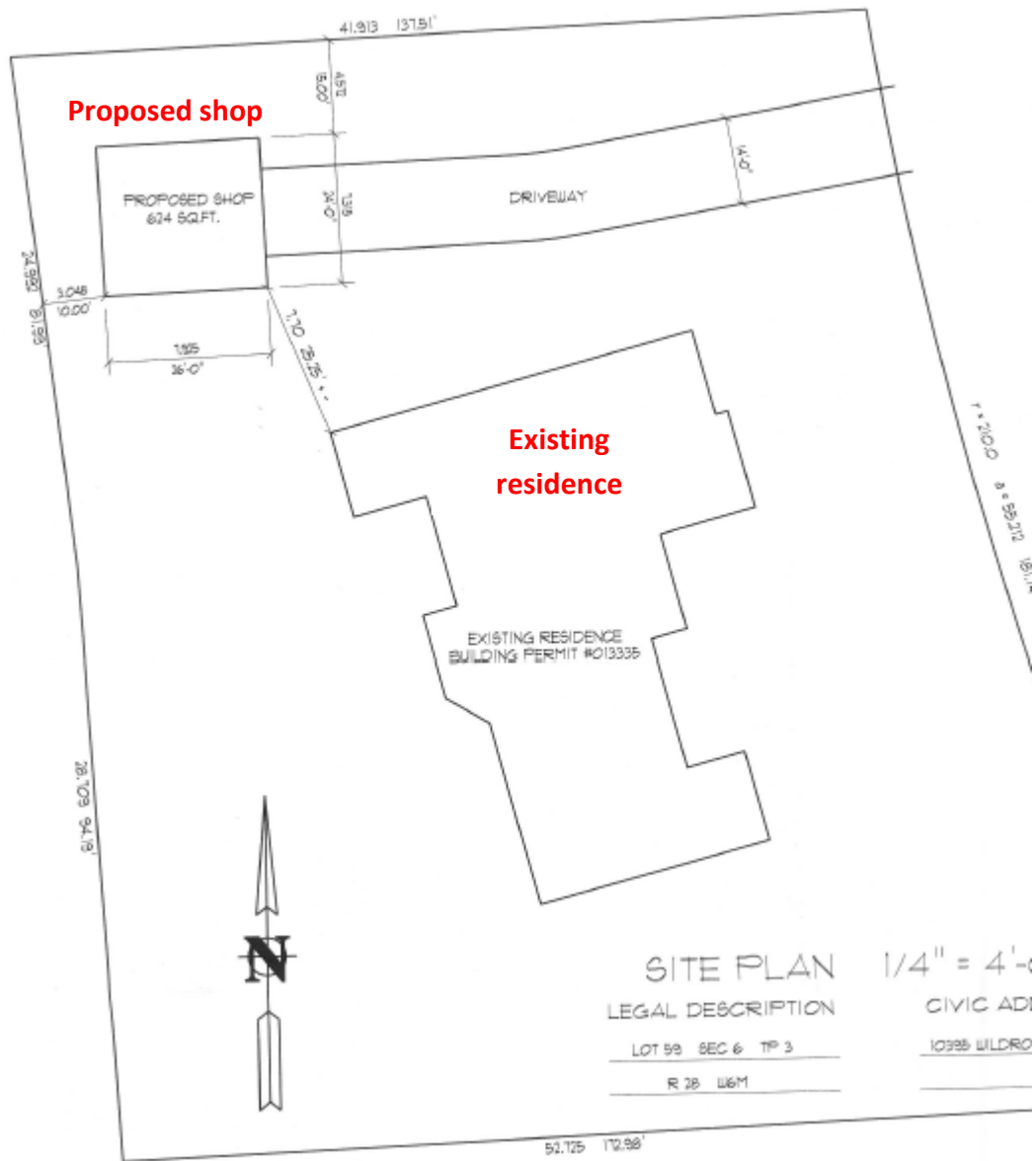
**Graham Daneluz, Deputy Director of Planning & Development:** Reviewed & supported

**Margaret Thornton, Director of Planning & Development:** Reviewed & supported

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

# Appendix A – Site Plan



24 feet

26 feet

3'-0"

5'-0"

1'-5"

20'-2"

6'-5"

3'-4"

STORAGE

2468

3068

20'-0" TRUSSES

Proposed Area = 624 sq ft  
(58 sq metres)

4" CONCRETE SLAB  
COMPACT GRANULAR FILL  
1 1/2 MIN SLOPE

3-2x10 BEAM  
14x11 OVERHEAD DOOR

A

A

FIBER-CEMENT BEVEL SIDING

2x10 COPES FACE BASE TRIM

16"

4 12

14'x11' OVERHEAD DOOR

247



**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ \_\_\_\_\_ as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic

Address 10395 Wildrose Dr., Rosedale, BC PID \_\_\_\_\_

Legal

Description

Lot 59 Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's  
Declaration

Name of Owner (print) <u>PAUL SOUSEDIK</u>	Signature of Owner 	Date <u>MAR 27/19</u>
Name of Owner (print)	Signature of Owner	Date

Owner's  
Contact  
Information

Address <u>10395 Wildrose Drive</u>	City <u>Rosedale</u>
Email	Postal Code <u>V0X 1X1</u>
Phone	Fax

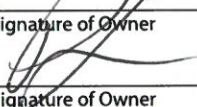
<b>Office Use Only</b>	Date <u>5 APRIL 2019</u>	File No. <u>3090-20 2019-10</u>
	Received By <u>KW</u>	Folio No. <u>733.06453.069</u>
	Receipt No. <u>833815</u>	Fees Paid: \$ <u>350.00</u>



**Agent**

I hereby give permission to MBE Construction to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner 	Date <u>MAR 29/19</u>
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent <u>Markin Biemond</u>	Company <u>MBE Construction Ltd</u>
Address <u>Box 216</u>	City <u>Rosedale</u>
	Postal Code <u>V0X 1X0</u>
	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent 	Date <u>April 5/19</u>
---	---------------------------

**Development Details**

Property Size \_\_\_\_\_ Present Zoning SBR 2  
Existing Use Residential  
Proposed Development new Shop

Proposed Variation / Supplement Increase size from 484 sqft to 624 sqft.  
Increase building height from 16'-4" to 17'-1".

(use separate sheet if necessary)

Reasons in Support of Application \_\_\_\_\_  
Owner needs more room for storage.

**Riparian  
Areas  
Regulation**

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes ☐ no ☒

30 metres of the high water mark of any water body

yes ☐ no ☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

**Contaminated  
Sites Profile**

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes ☐ no ☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

**Archaeological  
Resources**

Are there archaeological sites or resources on the subject property?

yes ☐ no ☒ I don't know ☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

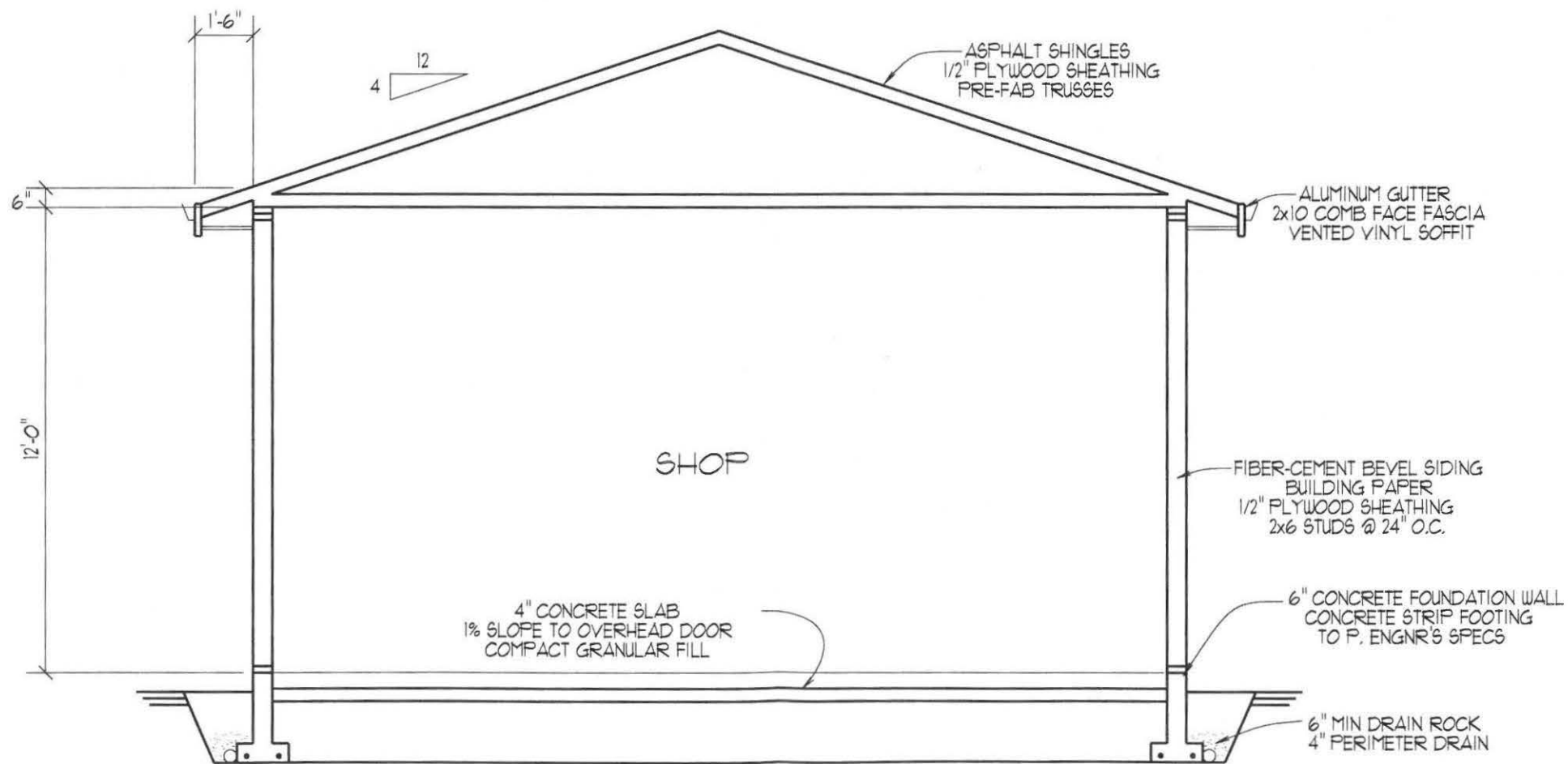
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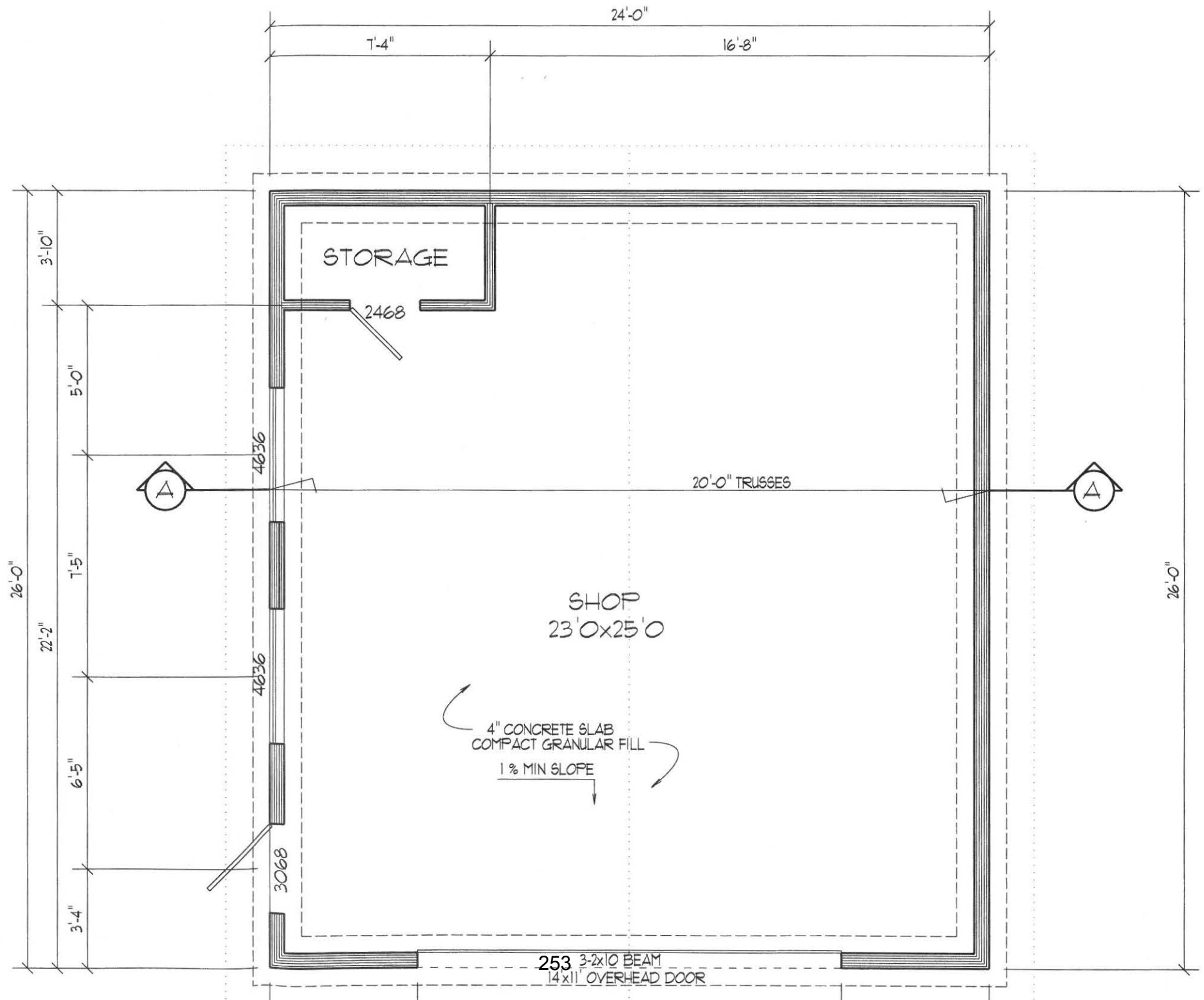
	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
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1: _____			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
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			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>			Location, quantity, size & species of existing & proposed plants, trees & turf
Same scale as site plan			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrld.ca](mailto:FOI@fvrld.ca).





CROSS SECTION A-A





## FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

---

**Permit No.** Development Variance Permit 2019-10      **Folio No.** 733.06453.069

---

**Issued to:** Paul Sousedik

---

**Address:** 10395 Wildrose Drive

---

**Applicant:** Martin Biemond, MBE Construction

---

**Site Address:** 10395 Wildrose Drive

---

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 59 SECTION 6 TOWNSHIP 3 RANGE 28 WEST OF THE 6TH MERIDIAN  
NEW WESTMINSTER DISTRICT PLAN EPP18484  
028-850-386

---

### LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

Schedule "C": Floor Plan

---

### AUTHORITY TO ISSUE

1. This Development Variance Permit is issued under Part 14 – Division 9 of the *Local Government Act*.
- 

### BYLAWS SUPPLEMENTED OR VARIED

Zoning By-law for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam is **varied** as follows:

1. Division 23 Section 2302.3 (a) (ii): the maximum height of an accessory building is increased from 5.0m (16.4 ft) to 5.2m (17.1 ft).
  2. Division 23 Section 2302.3 (b): the maximum area of an accessory building is increased from 45 square metres (484 sq.ft) to 58 square metres (624 sq ft).
- 

### SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.
2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.



3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
4. All new construction shall be generally in compliance with Building Permit No. BP014625

### GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 – Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developers obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.

### SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted:       (a)     an irrevocable letter of credit in the amount of: \$ <N/A> .  
                                      (b)     the deposit of the following specified security: \$ <N/A> .

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2019-10. The notice shall take the form of Appendix I attached hereto.

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AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY  
REGIONAL DISTRICT ON THE <DAY> DAY OF <MONTH>, 2019

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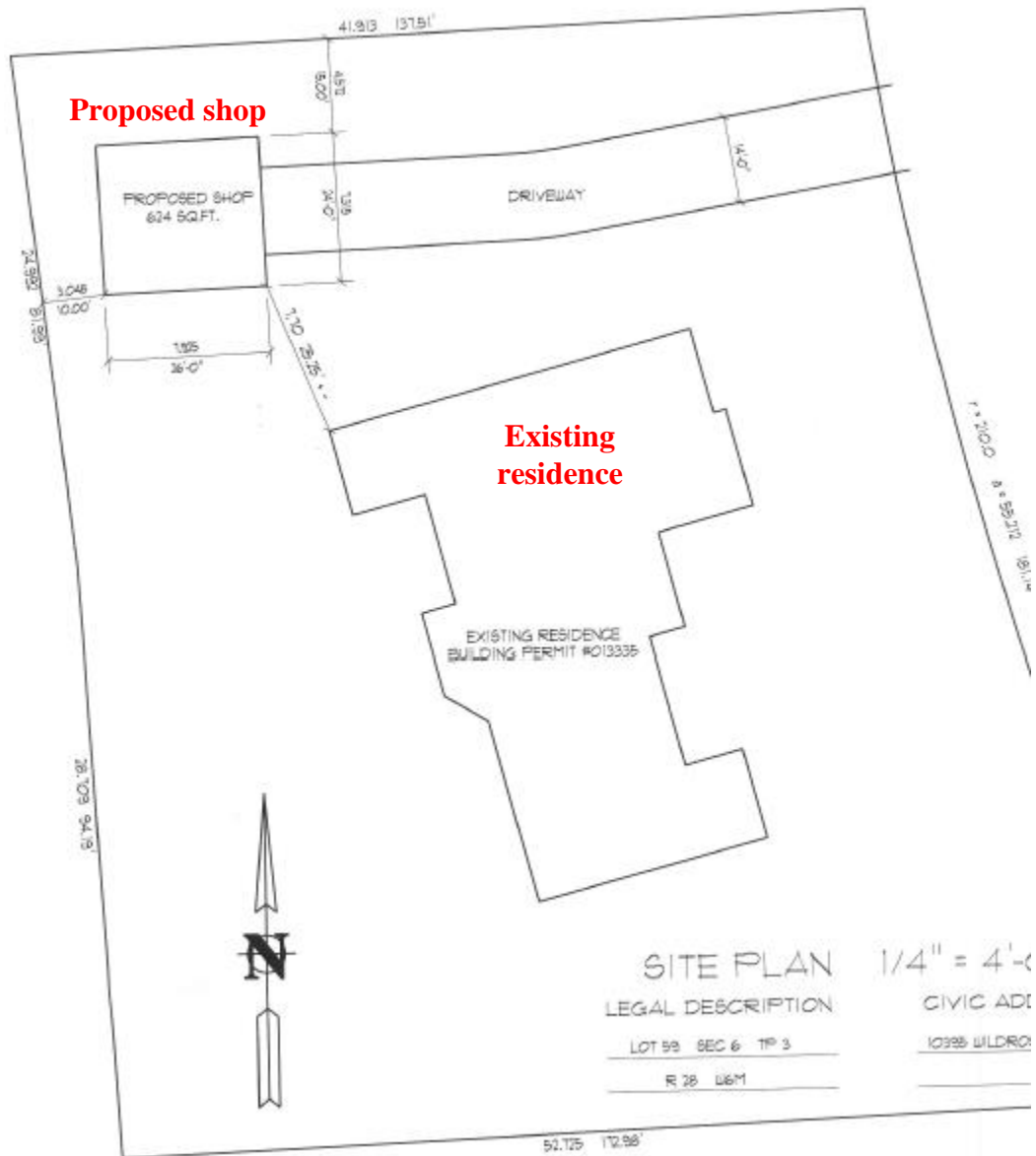
Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

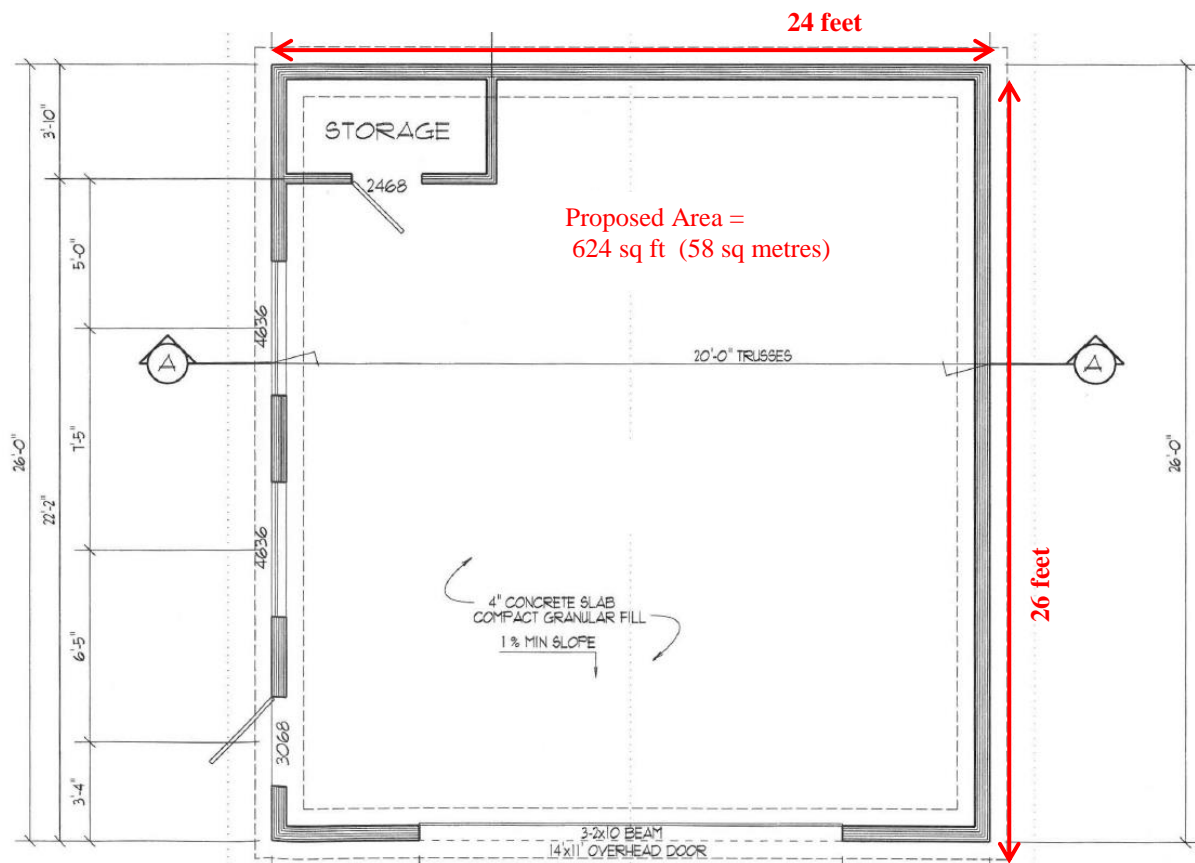
DRAFT

The map displays the Cheam Lake Wetlands Regional Park area. A red box highlights lot 10395, which is located on Woodrose Pl. The map shows various lot numbers and street names, including Parkrose Wind, Hwy 9, and Gray Rd. A green area is labeled 'Greenspace' and a blue area is labeled 'Popkum Play Lot'. The map also shows the Cheam Lake Wetlands Regional Park boundary and the location of the Popkum Play Lot.

# DEVELOPMENT VARIANCE PERMIT 2019-10 SCHEDULE "B" Site Plan



**DEVELOPMENT VARIANCE PERMIT 2019-10**  
**SCHEDULE "C"**  
**Shop Floor Plan**



To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: Julie Mundy, Planning Technician

File No: 3090-20 2019-12

**Subject: Application for Development Variance Permit 2019-12 to vary the maximum height and size requirements for an accessory building at 10163 Royalwood Blvd, Electoral Area D**

## RECOMMENDATION

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-12 to increase the maximum permitted area of an accessory building from 45 square metres to 76 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 5.3 metres, subject to consideration of any comment or concerns raised by the public

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

The property owners have made an application for a Development Variance Permit (DVP) to increase the maximum permitted area and height of an accessory building (garage) as outlined in *Zoning Bylaw for Electoral Area "D", 1976 of Regional District of the Fraser-Cheam*.

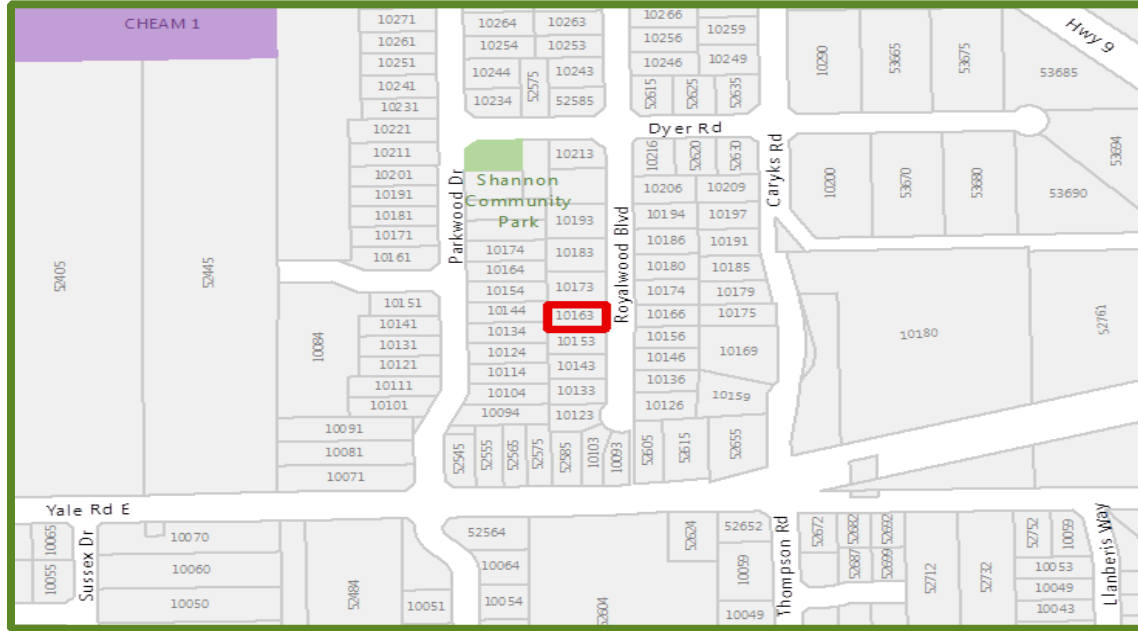
PROPERTY DETAILS			
Electoral Area	D		
Address	10163 Royalwood Blvd		
PID	030-327-482		
Folio	733.06644.307		
Lot Size	0.252 acres		
Owner	Paul Murrin	Agent	
Current Zoning	Suburban Residential 3 (SBR-3)	Proposed Zoning	No change
Current OCP	Suburban Residential (SR)	Proposed OCP	No change
Current Use	Residential	Proposed Use	Accessory Residential
Development Permit Areas	DPA 6-D		
Hazards	-		
Agricultural Land Reserve	No		



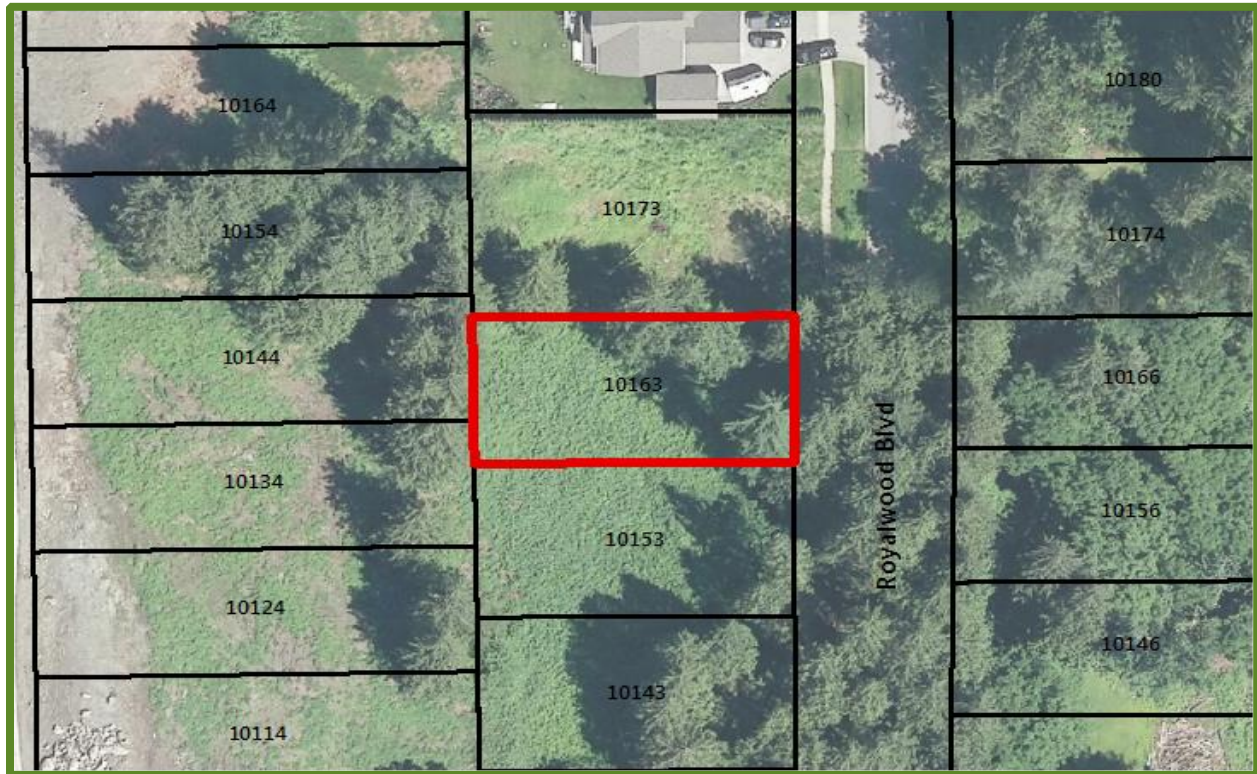
## ADJACENT ZONING & LAND USES

<b>North</b>	^	Suburban Residential 2 (SBR-2), Single Family Dwelling
<b>East</b>	>	Suburban Residential 3 (SBR-3), Single Family Dwelling
<b>West</b>	<	Suburban Residential 2 (SBR-2), Single Family Dwelling
<b>South</b>	v	Suburban Residential 2 (SBR-2), Single Family Dwelling

## NEIGHBOURHOOD MAP



## PROPERTY MAP



## DISCUSSION

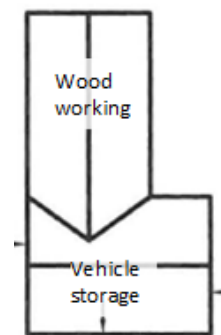
The applicant is proposing to construct a detached garage/shop which exceeds 1) the maximum allowable area and 2) the maximum allowable height for an accessory building under *Zoning Bylaw for Electoral Area "D", 1976 of Regional District of the Fraser Cheam*. There is currently a single family dwelling with an attached double garage on the property.

The proposed garage would be "L" shaped, with one section being used for the storage of a collector car and the other section being used for a woodworking shop. The applicant advises the reason for the variance is to enable the construction of a building with sufficient room to accommodate hobbies. The extras floor space will also provide an additional on-site parking space.

### Height and Size Variance

The proposed garage will be 816 square feet (76 square meters) in size and 5.3m (17.4m in height).

The applicant is seeking a height variance of 0.3 metres (12 inches). The portion of the building used for vehicle storage will have an increased height (5.3m) while the portion of the building used for woodworking would comply with the permitted height of 5.0m (16.4 feet). The applicant advises the reason for the height variance is to create a space with a full garage door opening that can accommodate a 4-post car lift.



Height of Accessory Buildings	
Permitted (zoning)	5.0 metres (16.4 feet)
Proposed	5.3 metres (17.4 feet)
<b>Requested Variance</b>	<b>0.3 metres (1 foot)</b>

The proposed garage will have total area of 816 square feet (76 square meters). The applicant is seeking a size variance of 331.6 square feet (31 square meters) which is 68.5% larger than is permitted in the zoning bylaw.

Maximum Size of Accessory Buildings	
Permitted (zoning)	45.0 square metres (484 .4sq feet)
Proposed	76 square metres (816 sq feet feet)
<b>Requested Variance</b>	<b>31 square metres (331.6 sq feet)</b>

The garage will be located in the south-west corner of the property which is adjacent to two other shops on neighbouring properties. The properties to the west (10144 Royalwood Blvd and 10134 Royalwood Blvd) currently have trees at the rear of the property which will help to obscure the garage should the trees remain in place. The applicant advises the exterior of the building will be of the same fit and finish as the existing residence so the building blends in. The applicant states that the combination of these factors will minimize any impacts from the variance.

If the size variance is not granted, the applicant could construct a smaller structure that complies with the zoning regulation. If the height variance is not granted the applicant could build a structure which is 12 inches shorter than proposed.

#### Building Permit

The applicant has not yet submitted a building permit application for the accessory building. The Building Department will review construction plans upon receiving a building permit application to ensure BC Building Code requirements, including fire separation, are met. The proposed structure would meet the property line setbacks and site coverage requirements set out in the zoning bylaw.

#### **Zoning Bylaw Review**

There have been a number of DVP applications relating to the size of accessory sheds in Popkum. The maximum allowable area for an accessory building in the Popkum residential zones will be reviewed as part of the Electoral Areas Zoning Bylaw Consolidation project.

#### **Neighbourhood Notification and Input**

All property owners within 30 metres of the property will be notified by FVRD of the Development Variance Permit application and will be given the opportunity to provide written comments or attend

the Board meeting to state their comments. FVRD staff encourage the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted.

#### **COST**

The application fee of \$350 has been paid by the applicant.

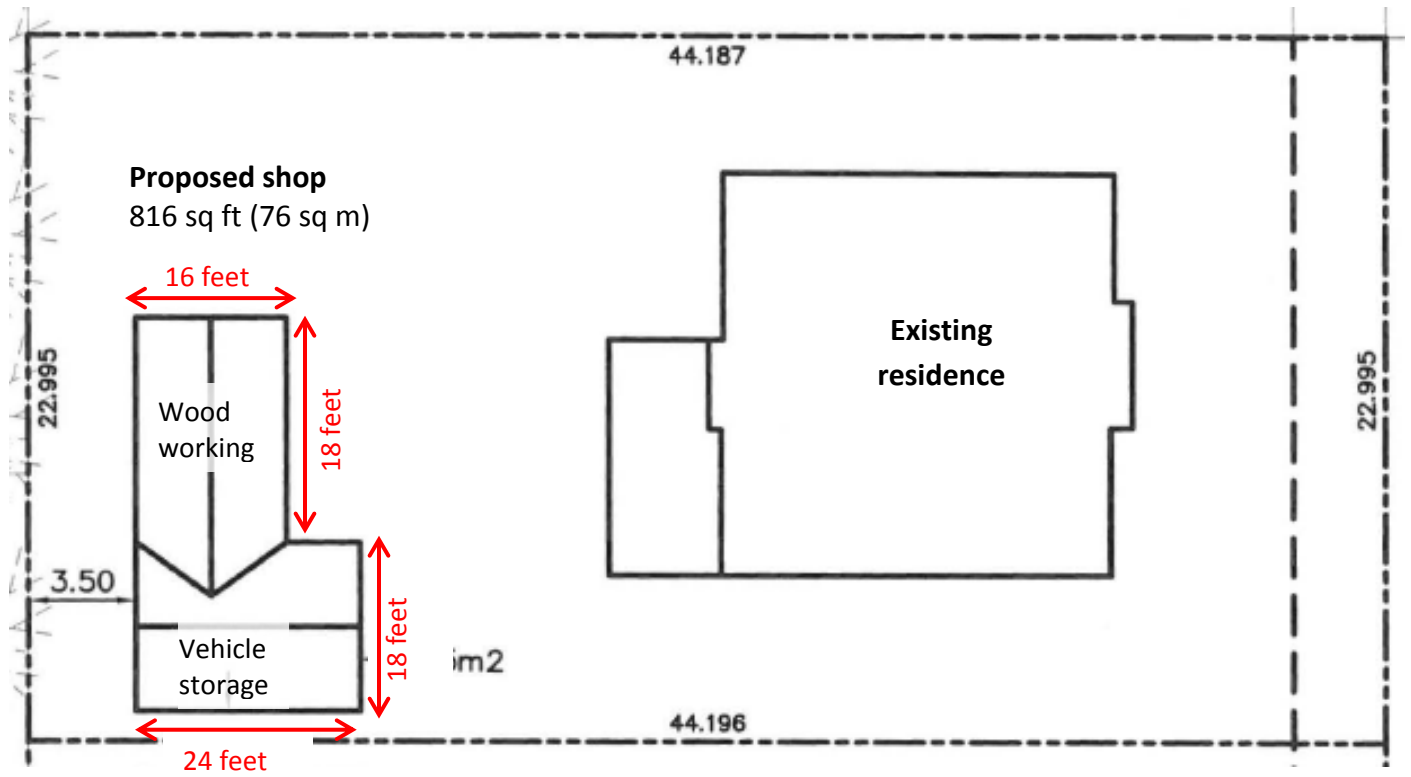
#### **CONCLUSION**

Staff recommend Development Variance Permit 2019-12 be issued by the Fraser Valley Regional District Board, subject to any comments or concerns raised by the public.

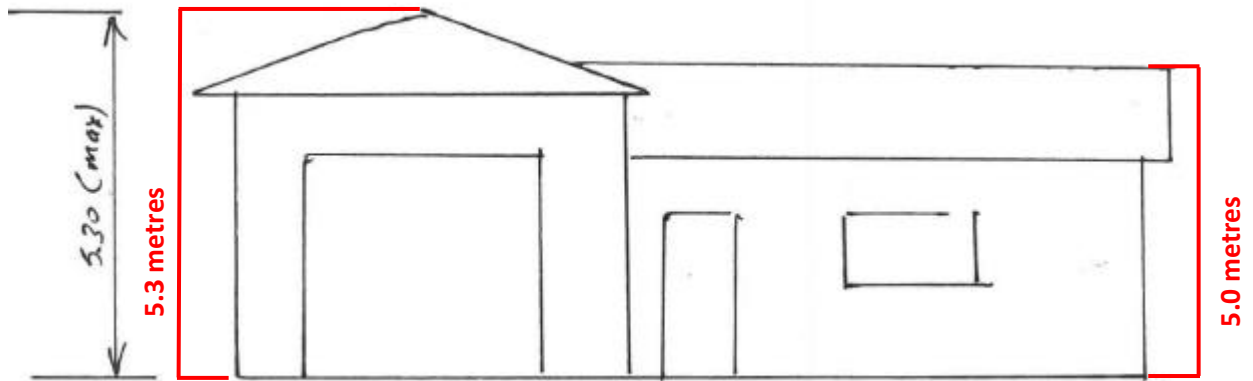
#### **COMMENTS BY:**

<b>Graham Daneluz, Deputy Director of Planning &amp; Development:</b>	reviewed and supported
<b>Margaret Thornton, Director of Planning &amp; Development:</b>	reviewed and supported
<b>Mike Veenbaas, Director of Financial Services:</b>	No further financial comments.
<b>Jennifer Kinneman, Acting Chief Administrative Officer:</b>	Reviewed and supported.

Appendix A –  
Site Plan



Appendix B –  
Proposed Building Plans



Proposed building height 5.3m (17.4 feet)

Proposed Area = 816 sq ft (76 sq metres)





45950 Cheam Avenue  
Chilliwack, BC V2P 1N6  
604-702-5000 | 1-800-528-0061

## Receipt

Date April 11, 2019

Received from \_\_\_\_\_

Description of Payment and GL Code \_\_\_\_\_

Development Variance Permit  
10163 Royalwood Blvd.

**For Office Use Only**  
**Do not write in the space below**

Fraser Valley Regional District

Receipt: 8403/2      Apr 11, 2019  
Dated: Apr 11, 2019      02:47:01 PM  
Station: EA SERVICE/CASH2

1 PLANNING DVP - 10163 ROYALWOOD 350.00

Total 350.00

INTERAC PAUL MURIN -350.00

**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ 350 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic

Address 10163 ROYALWOOD BLVD. PID 030-327-482

Legal  
Description

Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's  
Declaration

Name of Owner (print) <u>PAUL MURKIN</u>	Signature of Owner <u>Paul</u>	Date <u>APRIL 11, 2019</u>
Name of Owner (print)	Signature of Owner	Date

Owner's  
Contact  
Information

Address		City
Email		Postal Code
Phone	Cell	Fax

<b>Office Use Only</b>	Date <u>April 11, 2019</u>	File No.
	Received By <u>JM</u>	Folio No.
	Receipt No. <u>840312</u>	Fees Paid: \$ <u>350</u>

Agent

I hereby give permission to PAUL MURRIN to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent <u>PAUL MURRIN</u>		Company <u>—</u>	
Address <u>46477 WOODLAND AVE.</u>		City <u>CHILLIWACK</u>	
Email <u>—</u>		Postal Code <u>V2P 2N8</u>	
Phone <u>—</u>	Cell <u>—</u>	Fax <u>—</u>	

is true and correct in all respects.

Date <u>APRIL 11, 2019</u>
-------------------------------

#### Development Details

Property Size \_\_\_\_\_ Present Zoning SVR-3

Existing Use SINGLE FAMILY RESIDENTIAL

Proposed Development CONSTRUCTION OF ACCESSORY BUILDING FOR HOBBIES 1) COLLECTOR CAR 2) WOODWORKING

Proposed Variation / Supplement INCREASE AREA FROM 45 m<sup>2</sup> TO 75 m<sup>2</sup>

AND HEIGHT FROM 5.0 m TO 5.3 m - THIS WILL ALLOW VEHICLE STORAGE OF APPROX 18'x29' WHICH WILL ALLOW FULL DOOR OPENING AND 4-POST CAR LIFT @ 13' CEILING. IT WILL ALLOW 16'x29' WOODWORKING (SEE ATTACHED)

Reasons in Support of Application THE BUILDING WILL BE LOCATED IN SOUTH-WEST CORNER OF PROPERTY WHICH IS ADJACENT TO TWO OTHER ACCESSORY BUILDINGS ON PROPERTIES TO THE SOUTH & SOUTH WEST. THE PROPERTY TO THE WEST HAS A STAND OF 29" DIAMETER TREES WHICH WOULD OBSCURE THE PROPOSED BUILDING SHOULD THE TREES REMAIN. (SEE ATTACHED)

Page 2 of 4

#### PROPOSED VARIATION/SUPPLEMENT

(CON'T) SHOP WITH 10' CEILING. THE HEIGHT INCREASE OF 0.3 m (12") IS FOR THE VEHICLE PORTION OF BUILDING ONLY.

#### REASONS IN SUPPORT OF APPLICATION

(CON'T) AT 1016 m<sup>2</sup> THE LOT IS APPROXIMATELY 27% LARGER THAN THE MINIMUM ZONING REQUIREMENT. THE LOT COVERAGE (ALL BUILDINGS) INCLUDING THE 75 m<sup>2</sup> FOR THE ACCESSORY BUILDING IS APPROXIMATELY 250 m<sup>2</sup> WHICH IS ONLY 62% OF THE MAXIMUM ALLOWABLE. THE NET EFFECT IS THAT THE BUILDING AREA VARIANCE WILL NOT BE OBTRUSIVE.

EXTERIOR OF THE BUILDING WILL BE TO THE SAME FIT & FINISH AS RESIDENCE.

**Riparian  
Areas  
Regulation**

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes ☐ no ☐

30 metres of the high water mark of any water body

yes ☐ no ☐

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

**Contaminated  
Sites Profile**

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes ☐ no ☐

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

**Archaeological  
Resources**

Are there archaeological sites or resources on the subject property?

yes ☐ no ☐ I don't know ☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.



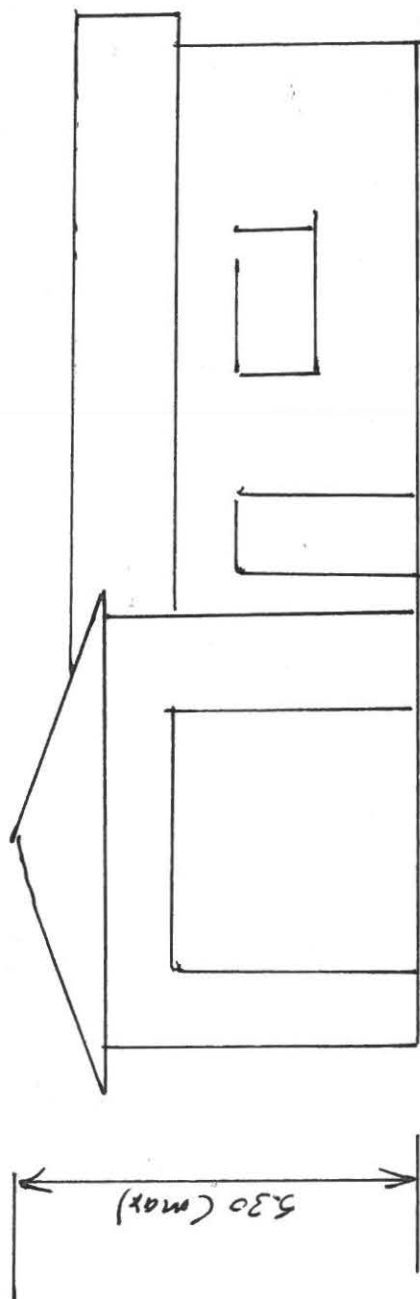
## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>			Reduced sets of metric plans
At a scale of:			North arrow and scale
1: _____			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>			Location, quantity, size & species of existing & proposed plants, trees & turf
Same scale as site plan			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvr.ca](mailto:FOI@fvr.ca).





SITE NOTES:

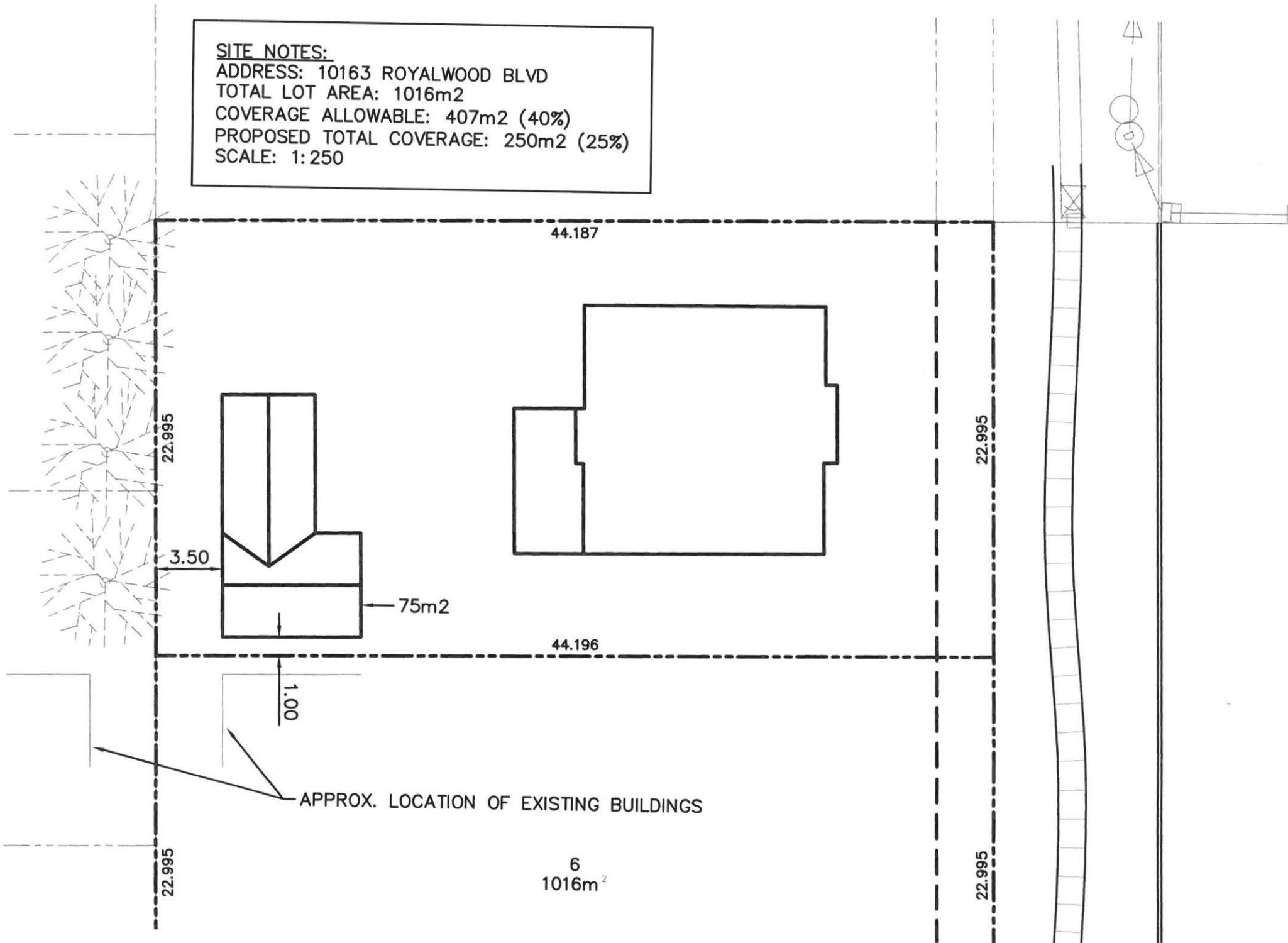
ADDRESS: 10163 ROYALWOOD BLVD

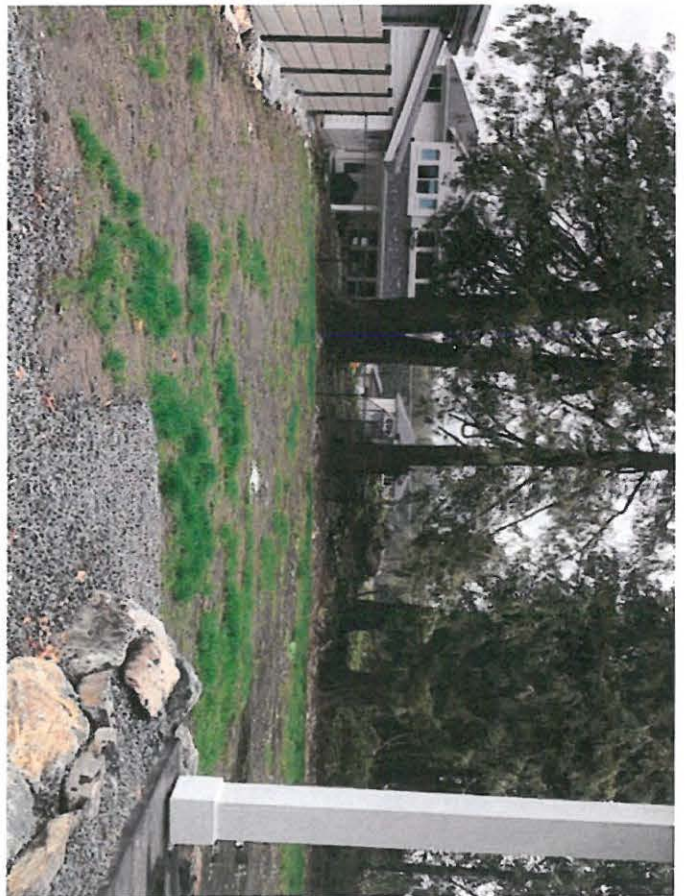
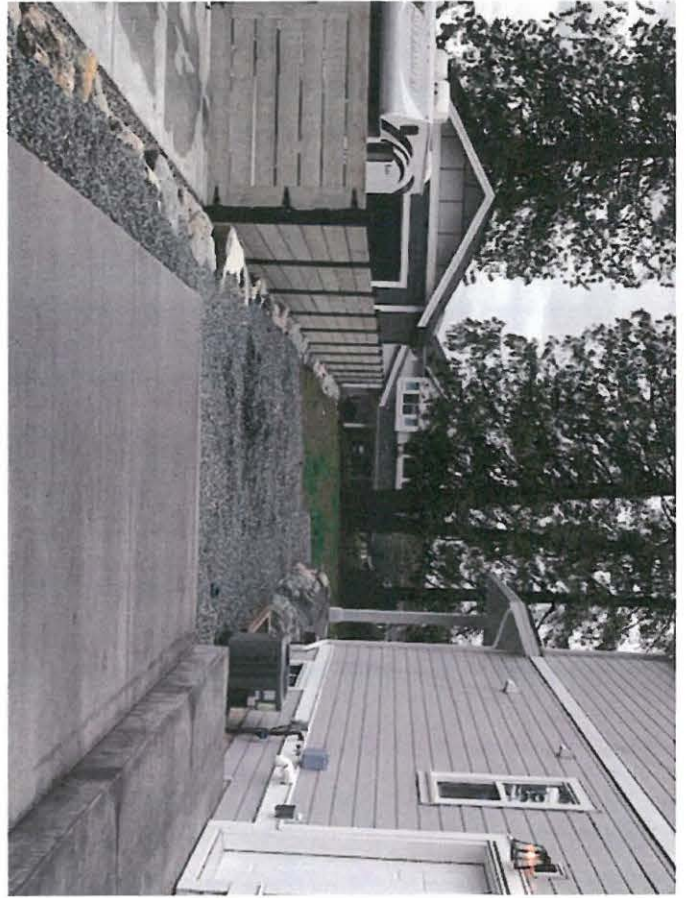
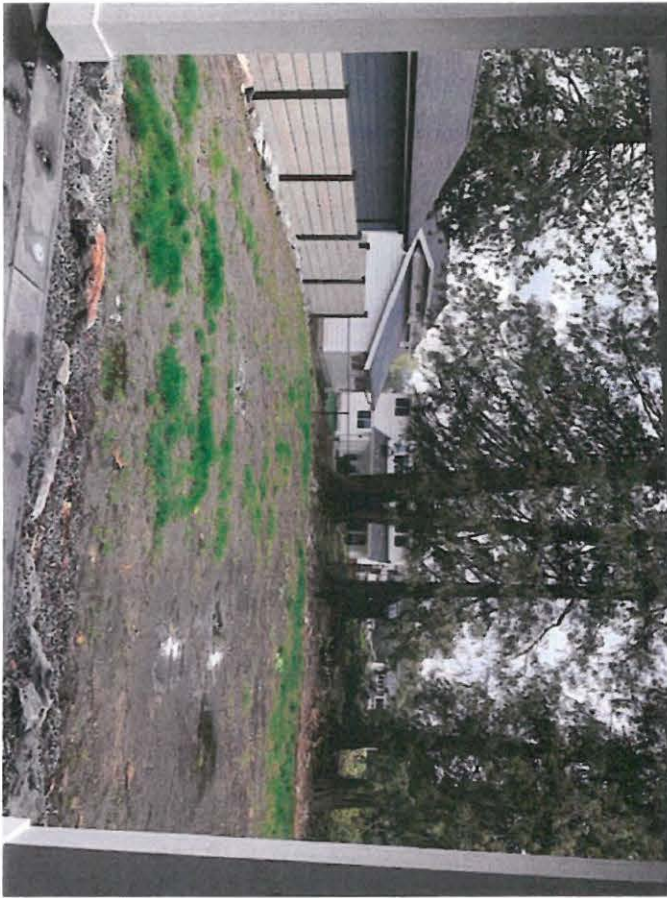
TOTAL LOT AREA: 1016m<sup>2</sup>

COVERAGE ALLOWABLE: 407m<sup>2</sup> (40%)

PROPOSED TOTAL COVERAGE: 250m<sup>2</sup> (25%)

SCALE: 1:250











## FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

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**Permit No.** Development Variance Permit 2019-12      **Folio No.** 733.06644.307

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**Issued to:** Paul Murrin

---

**Address:** 10163 Royalwood Blvd, Area D

---

**Applicant:** Paul Murrin

---

**Site Address:** 10163 Royalwood Blvd, Area D

---

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 7 SECTION 1 TOWNSHIP 3 RANGE 29 WEST OF THE SIXTH MERIDIAN  
NEW WESTMINSTER DISTRICT PLAN EPP69854  
030-327-482

---

### LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan & Conceptual Plan

---

### AUTHORITY TO ISSUE

1. This Development Variance Permit is issued under Part 14 – Division 9 of the *Local Government Act*.

---

### BYLAWS SUPPLEMENTED OR VARIED

Zoning By-law for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam is **varied** as follows:

1. Division 23 Section 2302.3 (a) (ii): the maximum height of an accessory building is increased from 5.0m (16.4 ft) to 5.3 (17.4 ft).
  2. Division 23 Section 2302.3 (b): the maximum area of an accessory building is increased from 45 square metres (484 sq.ft) to 76 square metres (816 sq ft).
- 

### SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.
2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.

3. Development of the site shall be undertaken in accordance with the Site Plan and Conceptual Plan attached hereto as Schedule "B".
4. A building permit shall be issued by the Fraser Valley Regional District prior to any construction on the property.

#### GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 – Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developers obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.

#### SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted:       (a)     an irrevocable letter of credit in the amount of: \$ <N/A> .  
                               (b)     the deposit of the following specified security: \$ <N/A> .

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2019-12. The notice shall take the form of Appendix I attached hereto.



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AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY  
REGIONAL DISTRICT ON THE <DAY> DAY OF <MONTH>, 2019

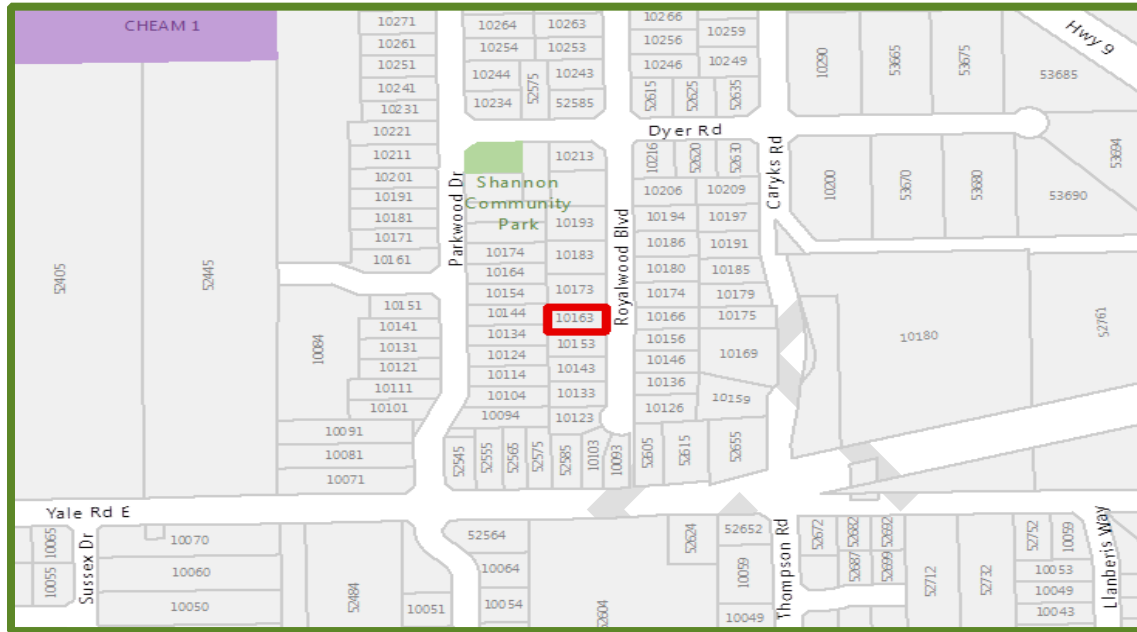
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Chief Administrative Officer / Deputy

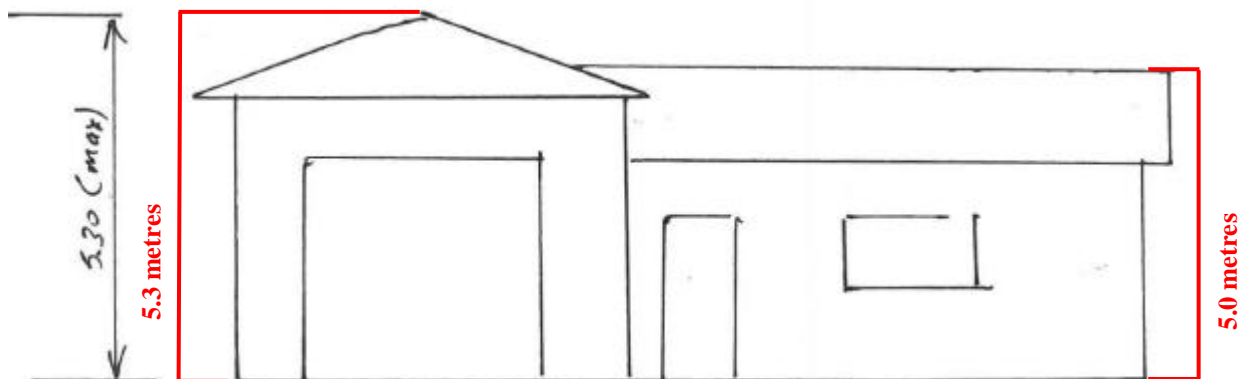
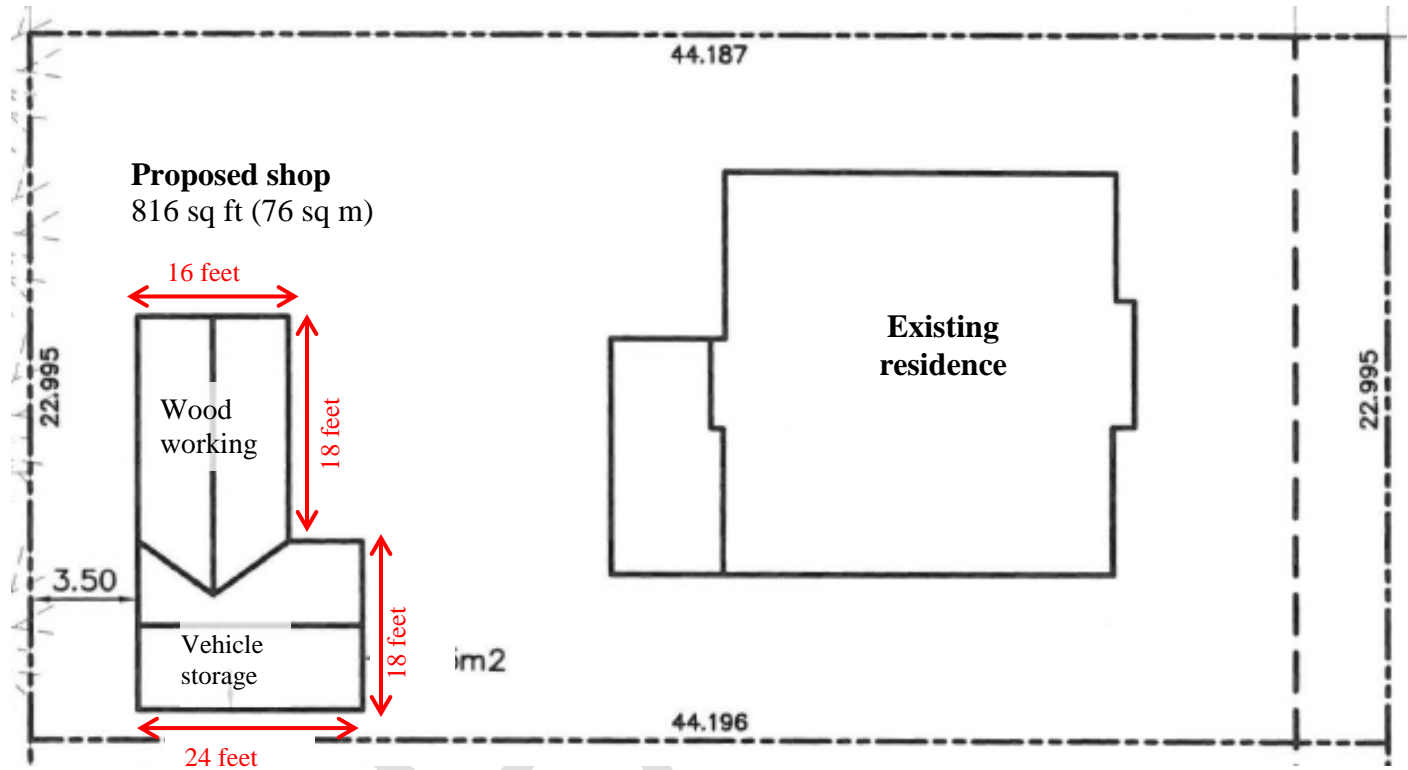
THIS IS NOT A BUILDING PERMIT

DRAFT

**DEVELOPMENT VARIANCE PERMIT 2019-12**  
**SCHEDULE "A"**  
**Location Map**



**DEVELOPMENT VARIANCE PERMIT 2019-12**  
**SCHEDULE "B"**  
**Site Plan & Conceptual Plan**



Proposed building height 5.3m (17.4 feet)

Proposed Area = 816 sq ft (76 sq metres)

To: CAO for the Electoral Area Services Committee

Date: 2019-05-08

From: David Bennett, Planner II

File No: 3060-20-2019-02

**Subject:** Aquadel Crossing Ltd. applied to amend an existing Development Permit (relating to form and character) to permit fencing across common strata property at the development known as Aquadel Crossing, 1885 Columbia Valley Road, Electoral Area "H".

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board **refuse** Development Permit 2019-02.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

#### Proposal Description

Aquadel Crossing Ltd. applied to amend an existing Development Permit (relating to form and character) to permit fencing across common strata property.

Aquadel Crossing Ltd submitted a site plan (attached) showing the specific locations of the proposed fencing. Fences are proposed primarily at the rear of strata lots.

The existing Development Permit issued for this development does not address or expressly permit fencing across common strata property.

The purpose of this Development Permit amendment application is to identify the type of fencing material permitted and the locations where fencing may be installed. The developer submitted this Development Permit application to allow for the installation of fences and cedar hedging across common strata property. Common strata property surrounds this development and buffers this development from neighbouring single family properties

The fences and hedges shown in the images below were installed without FVRD approval and are contrary to the existing Development Permit. The developer is seeking to legalize the cross fencing and hedging by obtaining a new Development Permit from the FVRD. This Development Permit application requires a resolution by the FVRD Board.



The image above shows the design and material of fencing proposed and how the fences would cut across common strata land within the strata subdivision. The bulk mulched area with plantings is common strata property. The individual's strata lot ends where the grass ends. This common strata property acts as a buffer from neighbouring developments and it is a requirement of the zoning bylaw.

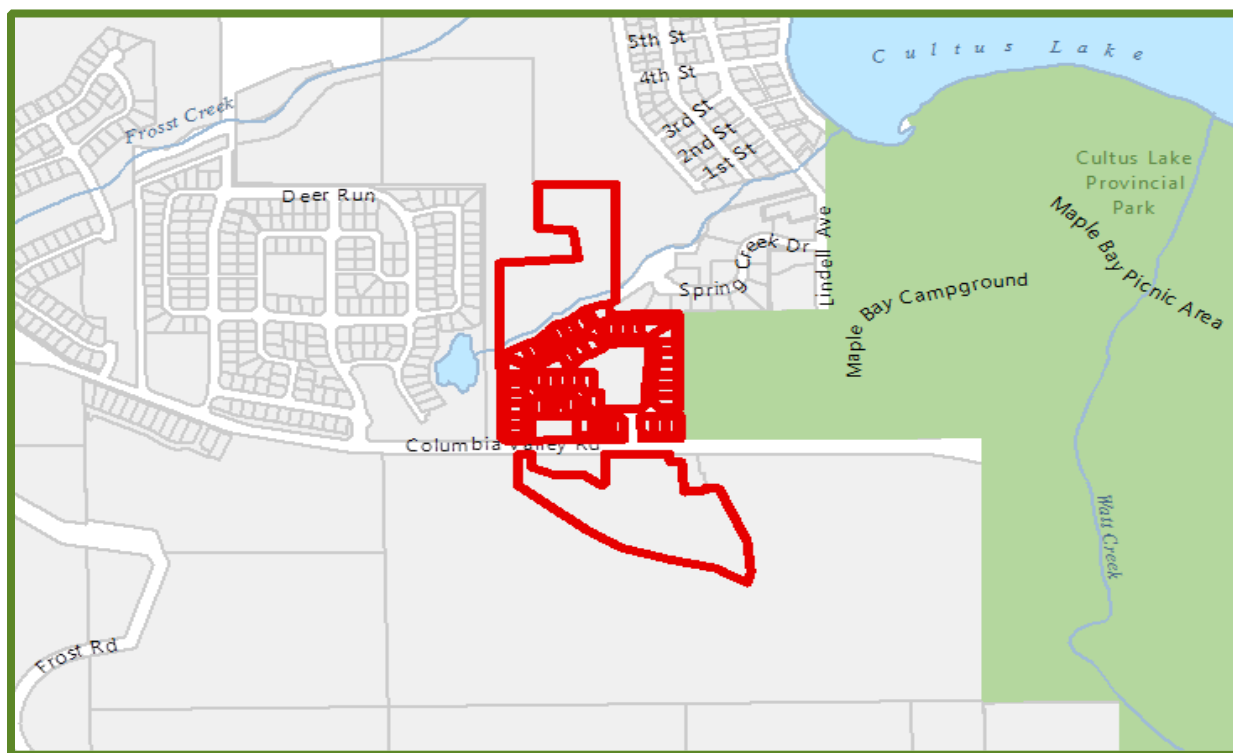


In other areas, the developer is proposing to install dense cedar hedging across the common strata areas as shown above. The bulk mulched area with plantings is common strata property and it forms the buffer between the Aquadel development and adjacent lands. The individual's strata lot ends where the grass ends.

PROPERTY DETAILS			
Electoral Area	H		
Address	1885 Columbia Valley Rd		
PID	030-179-122		
Folio	733-02970-122		
Lot Size	8.08 acres		
Owner	Aquadel Crossing Ltd (Cody Les)	Agent	-----
Current Zoning	Private Resort Residential Dev. 1 (PRD-1)	Proposed Zoning	No Change
Current OCP	Resort (RT)	Proposed OCP	No Change
Current Use	Residential	Proposed Use	Residential
Development Permit Areas	DPA 1-E Frost Creek; DPA 4-E Form and Character		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES			
North	^	Park Reserve (P2) & Campground- Holiday Park (CHP); Campground & Park	
East	>	Park Reserve (P2), Park (P1), Urban Residential (RS-1), Campground-Holiday Park (CHP); Park, Single Family Homes & Campground	
West	<	Campground-Holiday Park (CHP); Single-family homes & park	
South	v	Campground-Holiday Park (CHP); Park	

#### NEIGHBOURHOOD MAP





## PROPERTY MAP



## DEVELOPMENT PERMIT AREAS

This application applies to the bare-land strata subdivision development located at 1885 Columbia Valley Road known as Aquadel Crossing.

The Aquadel Crossing is located in four (4) development permit areas, as detailed below:

- Frosst Creek Development Permit Area 1-E
- Riparian Areas Development Permit Area 5-E
- Cultus Lake South Ground & Lake Water Quality Development Permit Area 7-E
- Cultus Lake Resort Form and Character Development Permit Area 4-E

A Comprehensive Development Permit was issued for this property as part of the overall subdivision and development approvals for the 103 lot resort residential subdivision, Permit 2017-01. Permit 2017-01 addressed geo-hazard, form and character, and environmental aspects of the project including riparian areas.

### **Frosst Creek Development Permit Area 1-E**

During the rezoning process, the developer submitted Geo-hazard Reports to identify and mitigate hazards on the lands. Mitigation measures include minimum building elevations and slope setbacks. A covenant was also registered at the time of rezoning. A development permit was issued and is in effect for all of the development's phases. No amendments are proposed with this application.

### **Riparian Areas Regulation (RAR) Development Permit Area 5-E**

The RAR report that accompanies Development permit 2017-01 included a condition for a clear-span bridge crossing of Spring Creek. A covenant was registered on title to identify Streamside Protection and Enhancement Areas (SPEA) boundaries. In the summer of 2017, the developer did not install a clear-span bridge as per the conditions of Permit 2017-01, but rather three culverts. The Province determined that the three culverts were not authorized and ordered their removal and ordered an alternative crossing design. A Box Culvert design was then submitted by the developer and accepted by the Province. A new development permit was issued to rectify the creek crossing (development permit 2018-06). No amendments are proposed with this application.

### **Cultus Lake South Ground & Lake Water Quality Development Permit Area 7-E**

The development must be connected to a FVRD owned and operated Class A+ waste water treatment system as detailed in a covenant registered at the time of rezoning. Construction of the waste water treatment plant is under review with the FVRD engineering department and the FVRD Building Department. Registration of Phase II subdivision requires FVRD Engineering approval. No amendments are proposed with this application.

### **Cultus Lake Resort Form and Character Development Permit Area 4-E**

This development is located in an area of high recreational and aesthetic amenities, including Cultus Lake, and this area experiences high intensity of visitation and recreational use. Development in this area is highly visible, and, in turn, relies on the natural beauty and recreational amenity of the area. Visual values and recreational amenity are integral to the economy and community of these areas. Accordingly, there is a need to ensure that resort development is of a form and character which does not detract from the aesthetic experience of the area or resort uses and visual values on adjacent parcels. Development should reflect, and enhance the natural landscape of the area in which it is located. In addition, the concentration of resort development in nodes such as Cultus Lake South requires that developments are carefully designed to coordinate and be compatible with adjacent developments to create a cohesive functional resort node. No amendments are proposed to the Form and Character of the structures in the development (form and character of houses or amenity buildings). This application is to amend the existing Form and Character Development Permit with a new landscaping and fencing plan.

## **NEIGHBOURHOOD CONSULTATION**

Development Permits for Form and Character are considered by the Electoral Area Services Committee and are issued by the FVRD Board. Public Notice for form and character development permits is not required by the FVRD or the *Local Government Act*. However, the applicants were encouraged to communicate with the adjacent stratas and ratepayers association and encouraged to obtain neighbourhood approval prior to submitting an application.

### **Site Inspections, On-Site Meetings, Correspondence and a Public Information Meeting**

In response to complaints about the fencing and landscaping of the required buffer areas, FVRD staff conducted a site inspection of Aquadel Crossing on August 16, 2018. At this time, the buffer area adjacent to Spring Creek was reviewed. No fencing was installed at this location and the landscaping was not completed.

FVRD staff were informed about installation of fences across common strata property adjacent to Spring Creek in September of 2018.

The FVRD wrote to the developer on September 26<sup>th</sup>, 2018 stating that the buffer area is to remain unfenced, except for the property lines and that cross fences are to be removed (letter attached).

FVRD staff conducted a site inspection on October 12<sup>th</sup>, 2018 and held a meeting on site. The meeting was attended by FVRD staff, the developer, a builder and area residents (meeting notes attached).

FVRD staff were invited to attend a second meeting at Aquadel Crossing on November 28<sup>th</sup>, 2018 where the developer met with area residents and confirmed their intention to submit a Development Permit application to address fencing.

Since September 2018, the FVRD received and responded to numerous telephone and email enquiries from area residents regarding the fencing issue.

This Development Permit application was made on January 22, 2019.

A Public Information Meeting was held by the FVRD on March 7, 2019 (minutes are attached).

## **DEVELOPMENT PERMIT GUIDELINES**

To determine if a form and character development permit may be issued, staff review the application and supporting documents submitted by the applicant within the context of the development permit area guidelines. To issue this Development Permit, the FVRD Board must conclude that the proposed development meets the guidelines established for form and character.

### **Official Community Plan**

The discussions and policies found within the Official Community Plan state that buffer spaces between developments are features that are important for resort residential developments. The Official Community Plan recommends that buffers are to be at least 7.5m wide. The zoning bylaw also requires the provision of a buffer around all Private Resort Residential Developments and Campgrounds and Holiday Parks.

During the rezoning process for this project, the developer proposed to buffer the development from adjacent land uses with varying buffer widths. A comprehensive development variance permit was issued by the FVRD Board in 2015 that established minimum buffer widths around the project. The buffer widths vary based on the adjacent uses. In general the development variance permit maintained a 7.5m buffer adjacent to neighbouring developments and reduced the buffer areas along logical pinch points and areas that are not near surrounding residences.

As stated in the Official Community Plan, the demand for resort residential continues. To ensure new developments, re-developments and new phases or expansion of existing developments achieve a high aesthetic value, unique developments and proper landscaping and buffering, a development permit area will be used to achieve these goals.

### **Official Community Plan Buffer Policies**

14.4.12 Edges between the 'public' realm and private spaces shall be softened through variation of building heights and roof pitches along the road corridor, open space or vegetated buffers, landscaping or other means.

14.4.16 A landscaped, treed buffer of at least 7.5 metres shall be required to separate resort developments from land uses and developments on adjacent parcels.

BUFFER means any device arranged and maintained to screen or separate adjoining land uses or properties, and includes any combination of setbacks, existing vegetation, ditches, roads, landscaping, berming and fencing.

### **Zoning Bylaw Regulations**

Within the Zoning Bylaw, it is required that no strata lot boundaries cross a buffer area. Section 2404.

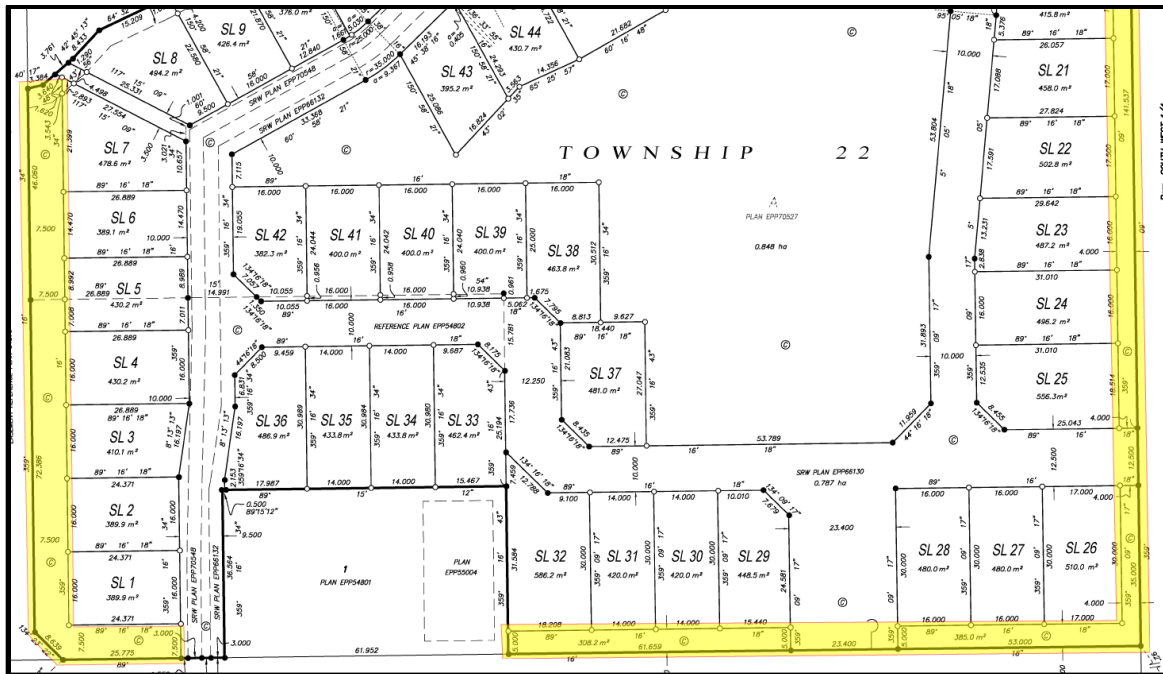
## OFFICIAL COMMUNITY PLAN DEVELOPMENT PERMIT AREA GUIDELINES REVIEW

This application proposes to install fences across required buffer areas (common strata property) and to install dense cedar hedges across required buffer areas.

The planting of cedars (specifically *Thuja occidentalis* 'Smaragd') within the Buffer is permitted as the species is native and was specifically approved in the original Development Permit as a permitted species. Although this plant material is permitted, the purpose of the planting of the cedars is to "visually continue the aesthetic of separation between lots" as stated in the April 1, 2019 letter prepared by Van der Zalm Associates (attached). The zoning bylaw prohibits the crossing of the buffer area by strata lots. The subdivision plan for this development delineates all of the buffer strips at the rear of each strata lot as 'common strata'. The planting of the cedars through the buffer spaces creates the impression that the common strata land behind the strata lot is for the personal and private use of the individual strata lot owner. Over time, the individual strata lot owners will treat this common strata property as private and the encroachment of residential uses will intrude into the buffer space and defeat its purpose. Site inspections have already confirmed that existing strata lot owners are treating this common strata property as private space as shown in the images in this report. Degradation of the vegetation has already occurred and private structures have been erected in the buffer spaces.

The same can be said for the installation of the cross fences. Although fences are permitted in the buffer areas, those fences are to be installed around the perimeter of the development not across the buffer spaces. Fences are permitted to the extent that they screen or separate adjoining land uses. The buffer areas are not intended to provide screening or separation between internal strata lots.



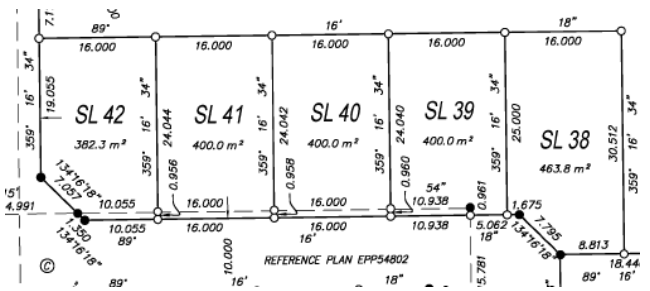


The image above highlights the location of the buffer areas around the perimeter of the development.



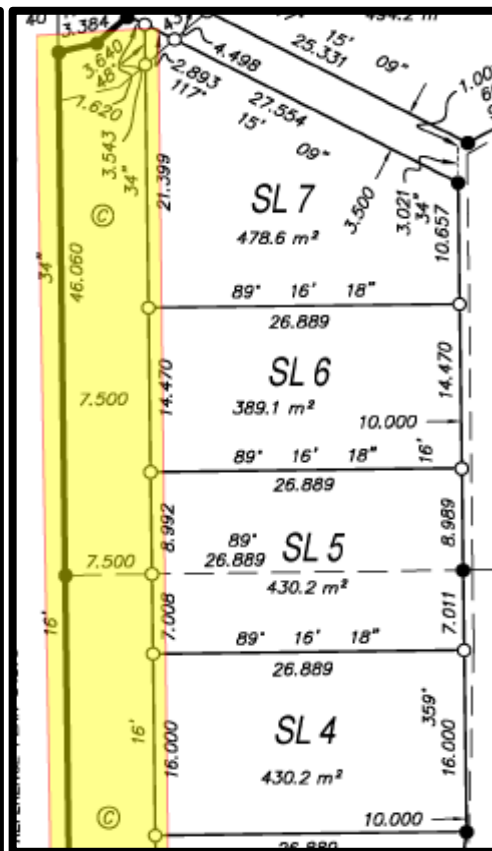
The image above is taken from Google Maps (retrieved April 26 2019) and shows the development progressing through the construction phase.





As shown in the Google Earth image above, fences installed around the perimeter of strata lots achieves the separation between individual units in the development. There is no concern with strata lot owners fencing along their own lot lines. Lots #38 to 42 are fenced along the boundary of the strata lots and do not extend the rear yards into the adjacent common strata lands. An extract of the subdivision plan is shown above.

The Google Earth image below shows buffer areas are not being maintained equally. In this image, the strata lot #4 increased the lawn area into the required buffer area. Strata lot #7 has installed fences to the north bumping out into a common strata walkway.



The installation of cross fencing has already shown that the landscaping is not maintained equally throughout this development. The cross fences impede access to the common strata lands which in turn does not allow the strata to inspect and maintain the vegetation. The common strata buffer spaces need to be open in order for the strata to perform inspections to ensure maintenance is undertaken properly. To ensure uniform compliance, the maintenance of the common strata lands should be the responsibility of the strata. The images above show that the common strata buffer spaces are not being maintained the same by all lot owners.

The installation of cross fencing is also not treated the same through the development. The lots that back onto internal strata common property, like lots #38 through 42 shown above, did not construct fences into the common strata property. Only the lots adjacent to the exterior of the development are expanded into common strata property.

Bare-land strata lots at an adjacent development (The Cottages) have buffers of continuous, unobstructed landscaped common strata land. As shown below, the common strata property is vegetated and maintained by the strata. This allows for a uniform treatment and maintenance of the common strata lands and ensures long-term compliance as there is no implied individual ownership of the common strata lands.



In conclusion, the proposal to install dense cedar hedging, and fences across the common strata buffer areas for lots abutting the exterior of the development is not consistent with the intent of the buffer areas as outlined in the Official Community Plan and the proposal is not consistent with the Form and Character guidelines references above and defeats the intent of the buffer as a separation between adjacent developments.

Staff therefor recommend that the FVRD Board refuse the issuance of this permit.

## ENFORCEMENT AND COMPLIANCE BACKGROUND

A Comprehensive Development Permit (Permit 2017-01) was issued for this property as part of the overall subdivision and development approvals for a 103 lot resort residential subdivision known as Aquadel Crossing, Permit 2017-01. Permit 2017-01 addressed geo-hazards, form and character of homes and common strata amenity buildings (clubhouse), and environmental performance aspects of the project including protecting and enhancing riparian areas.

After the rezoning for this development was approved and the initial permits were issued, the project was sold to the current developer. Through the subdivision and construction process phases, the FVRD has been enforcing a number of infractions at Aquadel Crossing, which have shown a blatant disregard to FVRD permits and Provincial requirements, including fencing installed within a watercourse contrary to the FVRD Development Permit requirements and Provincial Environmental authorizations; a residential occupancy without potable water service; and lack of fencing with a filled swimming pool creating a public safety hazard as well, in the summer of 2017, the developer did not install a clear-span bridge as per the conditions of Permit 2017-01, but rather three culverts. The Province determined that the three culverts were not authorized and ordered their removal and ordered an alternative crossing design. A Box Culvert design was then submitted by the developer and accepted by the Province.



The three culverts resulted in the destabilization of the stream channel, loss of flow in Spring Creek and impacted fish passage.





The image above shows the installation of fencing within the Spring Creek Riparian Area (March 2019).

In an email from a registered professional to the FVRD it was determined that...*“the construction of the fence in its current location (See Figure 1) is inconsistent with the recommendations and/or requirements of the RAR Detailed Assessment referenced through the Development Permit...new permanent structures are not permitted in the SPEA including fencing. Fencing can be (and has been) installed along the boundary of the SPEA at the interface with the private lots (i.e., parallel to the stream)....the section of fence that crosses the stream as constructed will need to be removed* (email dated March 22, 2019).

## NEXT STEPS

If this application is refused the following steps are anticipated:

- 1) Removal of all fencing material installed across the common strata buffer areas.
- 2) Removal of cedars installed to create a hedge line across the common strata buffer areas.
- 3) Removal of the fencing from within the protected Riparian Area and certification of compliance from the registered professional biologist.
- 4) Inspection of the buffer areas by a qualified professional to determine compliance with the original development permit.
- 5) After completion of all phases of the subdivision and confirmation that all of the buffer areas are in compliance with the conditions of the original development permit, security deposits may be returned. There will be no partial refund of security until all phases are completed.
- 6) Individual strata lot owners may install fences around the perimeter of their strata lots, but not on common strata property.

## **COST**

Development permit application fee of \$350.00 paid by the applicant

## **CONCLUSION**

Staff recommend that the FVRD refuse the issuance of development permit 2019-02 as outlined in the recommendation section of this report. The additional options that the FVRD Board may consider are:

### **OPTION 1 Issue DVP**

**THAT** the Fraser Valley Regional District Board **issue** Development Permit 2019-02.

### **OPTION 2 Refer to Staff**

**THAT** the Fraser Valley Regional District Board **refer** the application for Development Permit 2019-02 to FVRD staff.

## **COMMENT BY:**

**Graham Daneluz, Deputy Director of Planning & Development**

Reviewed and Support.

At issue here is public confidence that developments will be built in a way that is consistent with; (1) the plans presented to the public at the public hearings and, (2) local and provincial regulations.

## **COMMENT BY:**

**Margaret Thornton, Director of Planning & Development**

Reviewed and Support.

There has been lengthy consultation with the developer and neighbours who are adjacent to the buffer areas with the intent that a facilitated resolution between the developer and the neighbours would be able to address the neighbourhood's concerns. This did not occur. It is recommended that the landscaping and the buffer areas be developed in accordance with the original Development Permit conditions and plans.

**COMMENT BY:**

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**COMMENT BY:**

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.



March 12, 2019

Fraser Valley Regional District  
45950 Cheam Avenue  
Chilliwack, BC, V2P 1N6

**Via Email**

File no.: 166102  
Assistant: Louise  
E-mail: howard@linleywelwood.com

Dear Sirs:

**Re:** Aquadel Crossing Ltd. – Buffer Zones

---

We are the solicitors for Aquadel Crossing Ltd. Our client has asked that we provide our opinion as to the nature of the Buffer Zones that surround the bare land strata lots known as Aquadel Crossing (Strata Corporation EPS3838) located at 1885 Columbia Valley Road. The location of the said Buffer Zones is shown on the plan attached hereto as Appendix A. Our opinion is as follows:

1. Each of the Buffer Zones has been designated as general Common Property on the Phase 1 and Phase 2 Strata Plans that have been filed at the Lower Mainland Land Title Office. As such, each of these Buffer Zones are now owned and controlled by Strata Corporation EPS3838.
2. Given that all of the Buffer Zones are within Common Property areas, none of the Buffer Zones are “private amenities” as that term is defined within the Official Community Plan. No strata lot owner has the right to exclusively occupy or use any portion of the Buffer Zones. Instead, the Buffer Zones are “semi-private amenities” and their use and enjoyment is reserved for Strata Corporation EPS3838 as a whole.
3. It is our understanding that some cedar fencing and hedging has been installed across various areas of the Buffer Zones. The installation of these fences and hedges does not alter the legal nature of the Buffer Zones. They remain semi-private amenity spaces, and they remain within the legal control of the Strata Corporation, regardless of whether any kind of barrier has been installed.
4. Furthermore, the installation of the fences and hedges does not in any way diminish or limit the authority of the Fraser Valley Regional District (“FVRD”) in administering its’ policies and requirements previously granted to the FVRD by our client (as developer) or by the Strata Corporation.

In addition to the foregoing opinions, it is also our understanding that the owners of Strata Corporation EPS3838 are in favour of retaining the fences and hedges in place and

acknowledge that their rights and abilities to use the Buffer Zones are specifically limited by the limitations placed thereon by the FVRD.

We trust the foregoing is satisfactory.

Thank you.

Sincerely yours,

**Linley Welwood<sup>LLP</sup>**


Per

A handwritten signature in black ink, appearing to be 'H. Wiens', written over a light blue horizontal line.

Howard Wiens  
Barrister & Solicitor  
HW/hkw  
Enclosure

OF: LOT 178 SECTION 10 AND 15 TOWNSHIP 22 NEW WESTMINSTER  
DISTRICT PLAN 54872 EXCEPT: PART SUBDIVIDED BY  
PLAN 69519 AND PART IN PLAN EPP54801

SCALE 1 : 800




0 40 60 m

DIMENSIONS ARE SHOWN IN METRES.


THE INTENDED PLOT SIZE OF THIS PLAN IS 500mm IN WIDTH BY 684mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:800.

SCALE 1 : 800



DIMENSIONS ARE SHOWN IN METRES.  
THE INTENDED PLOT SIZE OF THIS PLAN IS 500mm IN WIDTH  
BY 684mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:800

SCALE 1 : 800



DIMENSIONS ARE SHOWN IN METRES.  
THE INTENDED PLOT SIZE OF THIS PLAN IS 500mm IN WIDTH  
BY 684mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:800

Part. SOUTH WEST 1/4  
LEGAL SUBDIVISION 1

COLUMBIA VALLEY HIGHWAY

LIST OF DISAGREEE MEMBERS OF JURY DISQUALIFIED ALLEGEDLY BY THE JUDGE WHO ASSESSED THE LOCATION OF APPROPRIATELY THAT HAVE NOT BEEN SERVED BY SURVEY ON DISAGREES	
171129C	CA424156D
771510	CA424156I
BF217421	CA424158Z
BJS358213	CA4241563
6K3Z2062	CA4672666
CA4241355	CA4672687
CA4241587	CA4672690
CA4241358	CA4672670
CA4241509	UG6812

LOT DIMENSIONS ARE DERIVED FROM A LEGAL SURVEY.  
 OWN BEARINGS ARE DERIVED FROM GNSS OBSERVATIONS  
 TO THE SMARTNET REFERENCE STATION NETWORK.  
 THE SIGNATORY ACCEPTS NO RESPONSIBILITY FOR DAMAGES  
 ARISING OUT OF ANY UNAUTHORIZED USE OF THIS PLAN.

DATED THIS 29TH DAY OF NOVEMBER, 2016

GEORGE W. BAERG, BCLS, AIS(Hel)  
THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.  
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BAERG LAND SURVEYING LTD.

Box 2330 SARDIS ST. MARY  
CHATELAIN, B.C. V2R 1A8  
PHONE: 254-258-8348  
Email: gubdary@telus.ca

1 April 2019

Fraser Valley Regional District  
45950 Cheam Ave  
Chilliwack, BC  
V2P 1N6

RE: AQUADEL CROSSING BUFFER ZONE

Genica Group has notified us of a concern from the Fraser Valley Regional District to the use of cedar hedges and fencing within the buffer areas, which are as defined in the Development Variance Permit.

As per David Bennett's comments on June 16, 2016 item 14.4.16 "A landscaped, treed buffer of at least 7.5 metres (in the case of Aquadel – buffer dimensions determined by DVP application) shall be required to separate resort developments from land uses and developments on adjacent parcels."

Our Development Permit drawings showcase the buffer planting areas to be installed with native or native cultivar species as per the planting list provided on the landscape architectural drawings. However, the use of native plants was at the discretion of the developer to compliment the natural surrounding landscape; not a requirement set forth by the DVP or the FVRD at time of DP approval. The developer has chosen to add Thuja occidentalis 'Smaragd' in the buffer zone between residential units where the lot separation fencing terminates. VDZ+A supports this added plant material as it still conforms to the requirement noted above by David Bennett and visually continues the aesthetic of separation between lots. This treatment occurs primarily in the buffer zone adjacent to Spring Creek Strata.

The DP landscape drawings were only inclusive of the public spaces within the development. However, VDZ+A supports the design and installation of a typical wood fence between lots and its extension to a perpendicular fence, which in this case is the back fence along the property line. The secure fencing of a lot also aids in site security both from outside the development in, and within the development itself, by protecting children and pets in the home. This treatment is typical of the rest of the development between lots and the property line.

If you have any questions, please don't hesitate to give me a call or send me an email.

Sincerely,

Jennifer Wall  
Landscape Architect  
604-546-0934  
jennifer@vdz.ca

## **PUBLIC INFORMATION MEETING REPORT**

**TO:** Regional Board of Directors

**FROM:** David Bennett, Planner II

**MEETING DATE:** March 7, 2019

**RE:** Public Information Meeting for Development Permit 2019-02 regarding proposed changes to an existing form and character Development Permit for Aquadel Crossing, 1885 Columbia Valley Road, Electoral Area "H".

<b>Purpose</b>	Public Information Meeting hosted by the FVRD to discuss the details of a Development Permit application for amendments to the form and character of the development known as Aquadel Crossing.
<b>Date</b>	Thursday, March 7, 2019 – 6:30-8:45pm
<b>Location</b>	Columbia Valley Hall 1202 Kosikar Road
<b>Attendance – FVRD</b>	Taryn Dixon, Director Electoral Area "H"
	David Bennett, Planner 2
	Margaret-Ann Thornton, Director Planning & Development
<b>Attendance - Applicant</b>	Cody Les, Genica Developments Ltd.
<b>Attendance – General Public</b>	Approximately 30 members of the public.

### 1. Welcome & Introduction:

- The meeting started at 6:40pm. Director Taryn Dixon welcomed and thanked everyone for attending. The purpose of this evening meeting is to obtain preliminary public comments on the Genica Developments application to amend the landscaping (fencing) for the Aquadel Crossing development. The agenda for the meeting included:
  - Overview of Application Proposal: David Bennett, Planner 2 FVRD
  - Comments from the Applicant: Cody Les, Genica Developments
  - Question & Answers from the Public

### 2. Overview of Application: FVRD

- David Bennett, Planner 2, FVRD provided a powerpoint overview of the application (Powerpoint is attached)

### 3. Overview of Application: Applicant

- Cody Les, Genica Developments provided an overview of the application. Display boards were provided.

### 4. Questions from the Public

The following is a general summary of the questions and comments from the public.

- Spring Creek resident identified that trees were removed with the approval of the FVRD. The proposed fencing or cedar hedging will deter from the purpose of the green buffer area. Any fencing should be located at the Aquadel strata lot lines. The original Development Permit did not include fencing. The provision of the fencing is a marketing ploy to extend the back yard areas.
- The buffer areas should be kept opened. The ambiance will be damaging if the fencing is to remain.
- Request for clarification on the buffer zone landscape plan and approved plants.
  - A copy of the FVRD approved landscape plan and application information will be provided on the FVRD website.
  - David Bennett provided an overview of the Aquadel Crossing zoning – PRD Zone. This zoning is consistent with other developments in the area, The Cottages and Spring Creek. The intent is to provide additional setbacks from the neighbouring properties.
- The fencing provides a false impression to the individual Aquadel Crossing lot owners that their individual lots are larger.
  - Cody Les, applicant advised that the Aquadel Strata regulations apply to common areas, including the buffer area. The new property owners at Aquadel Crossing are advised of the strata common areas.
- The fence should be moved back to the strata property lines and removed from the common area/landscape buffer.
- The previous Aquadel Crossing owner, Mr. Dick Whitlam spoke in support of the Development Permit amendment application. The intent of the buffer area is to provide additional setbacks and space with the adjoining residential developments. The landscaping will grow over time and provide additional screening.
- The fences will extend the individual backyards. Overtime there will not be any oversight from the FVRD or Aquadel Crossing strata, and the individual property owners will extend their backyards, remove landscaping, build sheds, etc.
- The Aquadel Crossing strata can change their Strata Bylaws over time.
- Former “Cottages” resident/owner now living at Aquadel Crossing. The surrounding developments do not own or have access to the Aquadel Crossing development. All common strata lands at Aquadel Crossing are for the use and enjoyment of the Aquadel Crossing residents. This is not



public park lands. Aquadel Crossing residents do not have access to the common amenities and lands at the Spring Creek strata or Cottages strata. The Cottages strata perimeter is fenced.

- Aquadel Crossing owner/resident that has a larger backyard and backs onto the Thousand Trails property. Aquadel Crossing is a great community. The landscaping and large yards are great for families. The “doll house” is on my property and it will be moved.
- The Cottages does not have fences between units. The community had spent a lot of time to provide input into the Aquadel Crossing development at the rezoning stage. What was presented at the Public Hearing was an open landscaped buffer area. There were to be no pedestrian trails in the landscape buffer. The Aquadel Crossing developer installed the fences that were not on the approved plans and is now asking for an amendment to the approved landscape plans.
- What is the definition of a buffer zone? Common area?
- A Columbia Valley resident since 1974 read a letter presented at the meeting. The environmental stewardship and fisheries values of Spring Creek were emphasized. (Letter is attached).
  - David Bennett outlined the Environmental Development Permit and Provincial Riparian Area Regulation (RAR) requirements.
- Owner of #5 – Aquadel Crossing noted the Aquadel Crossing strata common property is for Aquadel Crossing resident use. The fences help to contain dogs on individual properties. The intent of the buffer is to provide added setbacks.
- There is currently one “doll house” and one hot tub in the Aquadel Crossing common property/buffer area.
- Does the applicant have the support of the FVRD and is this a “done deal”?
  - M. Thornton, FVRD stated, no. An application has been submitted and the intent of this meeting is to hear comments from the public. The next steps include assembling all comments and submitting a report to the FVRD Board for consideration.
- What is a buffer zone?
  - David Bennett, FVRD explained that the buffer area provides additional setback for buildings and will be landscaped.
- A Spring Creek resident noted that the Aquadel Crossing directly abuts her property. Any fences should be to define the strata property lines and not installed within the common strata property.
- The developer of the Cottages stated that the proposed fencing is contrary to the Official Community Plan (OCP). The landscape buffer design was discussed at numerous community meetings for the Aquadel Crossing rezoning. The Official Community Plan Section 7 (Cultus Lake South Neighbourhood Plan) contains Amenity Policies (Section 7.2). The proposed application must be reviewed for compliance with these Official Community Plan guidelines to determine if privatizing common spaces will reduce the amount of required semi-private amenity open space. By fencing the common strata land, it effectively extends the private backyards of individual strata lots and excludes all Aquadel Crossing owners from accessing these areas. This is contrary to the minimum amenity space of 20% useable land. The proposed fences do not enhance the common amenity area. The originally approved Development Permit did not reference fencing. New fences

are currently being installed and all new fences should be halted until the proposed Development Permit amendment is approved by the FVRD.

- Cody Les, Genica stated that all new fences will be halted from construction.
- David Bennett stated that Official Community Plan policies and guidelines will be reviewed for the Board's consideration.
- Spring Creek resident discussed the Aquadel Crossing rezoning process and public process with the development of the OCP for South Cultus Lake. The original proposal at Aquadel Crossing was for apartments and townhouses. This was not supported, and south Cultus Lake is not intended to be developed like Garrison Crossing. The community concern is with the developer, Genica, and not the new residents at Aquadel Crossing. Abutting residents want privacy and the intent of the buffer upheld.
- There is garbage in Spring Creek from the developer and this needs to be cleaned up. A fence was installed in the middle of Spring Creek.
  - Cody Les, Genica stated that follow-up with the Environmental Consultant on the fence location and garbage clean-up will be undertaken.
- The garbage in Spring Creek was from the recent wind storms. The developer should just go pick it up. Other construction sites have staff that clean-up the garbage.
- It is hoped that the voice of concerned residents will be heard in this process.

#### 5. Thank you and Next Steps

Director Dixon thanked everyone for attending the meeting this evening and providing their comments.

#### Next Steps:


- Attendees were requested to submit any further comments in writing to FVRD staff within 2-3 weeks.
- FVRD staff will assemble the approved landscape plan, application submitted, and relevant background information on the FVRD website [www.fvrd.ca](http://www.fvrd.ca). A link to this information will be forward to the south Cultus Lake stratas/community groups: Spring Creek Strata; The Cottages Strata; and Lindell Beach Ratepayers (the groups who received the emailed meeting invitation).
- FVRD staff will prepare a written summary of this meeting's general comments.
- FVRD will prepare a report regarding the Development Permit Amendment application for consideration at an upcoming Electoral areas Services Committee (EASC) meeting.
- FVRD staff will follow-up on the construction of fencing within Spring Creek and cleaning up garbage from Spring Creek.

Director Dixon concluded the meeting at 8:30.

The applicant and FVRD staff remained after the meeting to answer individual questions from the public.

We, the undersigned, certify these Public Hearing minutes as correct.

Respectfully submitted,

  
Digitally signed by David  
Bennett  
Date: 2019.03.13 15:26:33  
-07'00'

David Bennett, Recorder

Appendix "A": Written Comments Received Prior to the Public Information Meeting and 2-3 weeks after the meeting.



Rem. "B"  
REFERENCE PLAN 13709

# SITE PLAN OF PROPOSED SUBDIVISION

OF: LOT 178 SECTION 10 AND 15 TOWNSHIP 22 NEW WESTMINSTER  
DISTRICT PLAN 54872 EXCEPT: PART SUBDIVIDED BY  
PLAN 69519 AND PART IN PLAN EPP54801

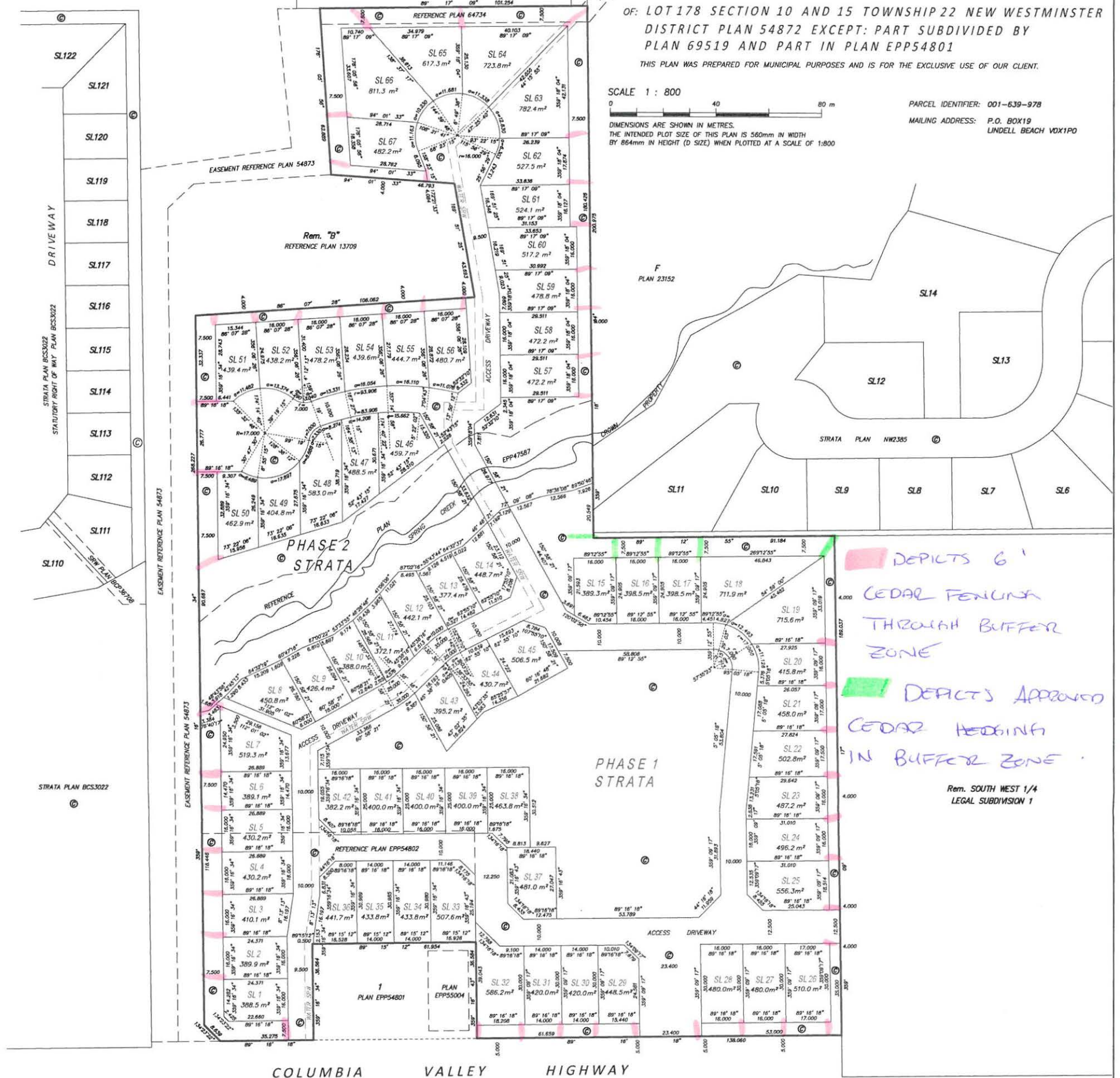
THIS PLAN WAS PREPARED FOR MUNICIPAL PURPOSES AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT.

SCALE 1 : 800

DIMENSIONS ARE SHOWN IN METRES.  
THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm IN WIDTH  
BY 864mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:800

PARCEL IDENTIFIER: 001-639-978

MAILING ADDRESS: P.O. BOX 19  
LINDELL BEACH V0X1P0



DEPICTS 6' CEDAR FENCING THROUGH BUFFER ZONE

DEPICTS APPROVED CEDAR HEDGING IN BUFFER ZONE

Rem. SOUTH WEST 1/4  
LEGAL SUBDIVISION 1

LIST OF DOCUMENT NUMBERS OF ANY DOCUMENTS REGISTERED ON TITLE WHICH MAY AFFECT THE LOCATION OF IMPROVEMENTS THAT HAVE NOT BEEN DEFINED BY SURVEY OR DESCRIPTION	
171129C	CA4241560
Y71510	CA4241561
BF217421	CA4241562
BJ356211	CA4241563
BK322682	CA4672666
CA4241555	CA4672667
CA4241557	CA4672669
CA4241558	CA4672670
CA4241559	U66812

LOT DIMENSIONS ARE DERIVED FROM A LEGAL SURVEY.  
GRID BEARINGS ARE DERIVED FROM GNSS OBSERVATIONS TO THE SMARTNET REFERENCE STATION NETWORK.  
THE SIGNATORY ACCEPTS NO RESPONSIBILITY FOR DAMAGES ARISING OUT OF ANY UNAUTHORIZED USE OF THIS PLAN.

DATED THIS 29TH DAY OF NOVEMBER, 2016

GEORGE W. BAERG, BCLS, A(S)(Ret)  
THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.  
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BAERG LAND SURVEYING LTD.  
BOX 2500 SARDIS STN MAIN  
CHILLIWACK, B.C. V2R 1A8  
PHONE: 604-858-6349  
Email: gwbarg@shaw.ca

FILE: 16210\_1\_R1





SCHEDULE A-4

Permit Application

I / We hereby apply under Part 14 of the Local Government Act for a;

☐ Development Variance Permit

☐ Temporary Use Permit

☒ Development Permit

An Application Fee in the amount of \$ 250 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 1885 Columbia Valley Rd PID 001-639-978

Legal Description Lot 178 Block \_\_\_\_\_ Section 10/15 Township 22 Range \_\_\_\_\_ Plan 54872

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's  
Declaration

Name of Owner (print) Aquadel Crossing JV	Signature of Owner Cody Les	Date 1/21/19
Name of Owner (print) Aquadel Crossing Strata Corp	Signature of Owner David Roy	Date 1/21/19

Owner's  
Contact  
Information

Address PO Box 2267	City Chilliwack
	Postal Code V2R-1A6
	Fax

Office Use Only	Date	File No.
	Received By	Folio No.
	Receipt No.	Fees Paid: \$

**Agent**

I hereby give permission to \_\_\_\_\_ to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
--------------------	------

**Development Details**

Property Size 103 Present Zoning PRD-11

Existing Use Residential Development

Proposed Development 103 Residential single family detached homes

Proposed Variation / Supplement Variation to Landscape DP as shown in Appendix A

Variance to geotechnical setback as shown in Appendix B

(use separate sheet if necessary)

Reasons in Support of Application To clarify authorized buffer zone materials and placement, and to allow for homes to be constructed in Phase 3 given geohazard assesment.



**Riparian  
Areas  
Regulation**

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes  
☐

no  
☒

30 metres of the high water mark of any water body

yes  
☐

no  
☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

**Contaminated  
Sites Profile**

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes  
☐

no  
☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

**Archaeological  
Resources**

Are there archaeological sites or resources on the subject property?

yes  
☐

no  
☒

I don't know  
☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>  At a scale of:  1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>  Same scale as site plan	X	X	Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information ( _____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrd.ca](mailto:FOI@fvrd.ca).

Paul R Huesken  
701 Blatchford Road  
Lindell Beach, B.C.  
V2R 4X7

March 5, 2019

To Whom It May Concern:

My name is Paul Huesken. For 28 years, from 1983 to 2011, I was a teacher in the Chilliwack School District. For eight of those years, from 1988 to 1996, I taught Grades 6 and 7 at Cultus Lake Community School. While teaching at Cultus Lake, I was approached by David Barnes, a technician at DFO's research facility on Sweltzer Creek at Cultus Lake. Mr. Barnes made me an offer that I couldn't refuse: that the school partner with DFO to help students gain a greater awareness of salmon by rearing coho in some unused troughs at the facility. David's idea resonated with me, so beginning in the fall of 1990, the rearing of coho as an educational enterprise began. Students learned the life-cycle of salmon, the components of healthy habitats, as well as data collection and record-keeping of ATUs (Accumulated Thermal Units) as a way of predicting stages of development.

After one year, the decision was made to expand this partnership by inviting DFO's community liaison officer to get involved. At this point, DFO identified Spring Creek as being an excellent candidate for stream rehabilitation, as it likely had been salmon-bearing in the past, and was currently also hosting cutthroat trout seasonally. In collaboration with DFO, the "Spring Creek Stream Team" was initiated in 1991.

The proximity of Spring Creek to the school made it possible for students to be involved hands-on in the stewardship of the creek. A government grant enabled the deepening of the creek and the purchase of suitable gravel for spawning beds. Additionally, during field trips, students planted native species of bushes and trees nearby, so that the creek could receive more shade while also enhancing habitat for various insects as food sources for salmon. One of the obvious purposes for the vegetation was to reduce the temperature in the creek, since oxygen levels are increased with lower temperatures. For five years, from 1991 to 1996 approximately 12 000 coho fry were released annually into the creek.

It became apparent in the 1990s, that the biggest challenge in maintaining Spring Creek's viability for sustaining coho was the water temperature issue. I suspect that this is still the reality today. In order for this creek to be viable it is essential that water flow be unimpeded by structures and/or obstacles. Secondly, it is vital that there be a multi-layered canopy of native plants and trees to shade the creek from the point where it crosses Columbia Valley Highway to where it enters Cultus Lake.

It is my hope that whatever development has taken place or will take place in the future on the banks of Spring Creek will embrace principles of stewardship of a shared resource, as well as honour the efforts of the community and the local students who have made an investment of time and hope for the creek. Additionally, it seems to me that all residents of Lindell Beach, both newcomers and longtime would embrace the idea of having a restored and optimized salmon-bearing gem right outside their doorsteps.

Sincerely,

Paul Huesken

**From:** Richard Whitlam  
**Sent:** March-13-19 1:42 PM  
**To:** David Bennett; Margaret Thornton; Taryn Dixon  
**Subject:** Revised letter regarding Aquadel fences

To The FVRD board,

Thank you for the opportunity to submit my views on fencing within buffer areas at Aquadel Crossings. I live adjacent to five homes at Aquadel Crossings. The homes are architecturally very pleasing and they are nicely landscaped. Only one of the homes has a buffer area and does have a side yard fence that continues through the buffer area to the perimeter fence.

I have talked to my Aquadel neighbors and they are all ( 100% of them )in favor of these side fences that continue through the buffer. The fences allow them privacy from their neighbors and allows them to keep their pets and/or small children in a secure enviroment. Aquadel Crossings has mostly year round residents that want this type of back yard.

I realize this is considered the strata's common area and I believe those people who belong to the Aquadel Crossings strata should certainly have their views considered before anyone else.

I have a rule that I try and live by.....I don't complain about things that do no affect me.

I can not see, smell or hear these fences, so why would I complain. The fences are important to the people who live at Aquadel Crossings and they are the only ones affected by them.

I did attend the public meeting and felt that the concerns by some of "the neighbors" were completely out of line. Out of the 30 or so people in attendance only one couple lived close enough to even see the perimeter fence. I doubt they could even see a side yard fence from their home. The impact on them or anyone else and myself is zero.

For these reasons I support the strata and the developer in their interpretation of the bylaw and believe the wooden fences should be allowed within the buffer.

Thank you for your consideration.

Respectfully,

Richard Whitlam

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-----Original Message-----

From: Scott

Sent: March-12-19 8:58 PM

To: Margaret Thornton

Subject: Genica public meeting

I write this email in personal opposition to the proposed cross fencing of the buffer zone at Aquadell Gardens. Before this project was approved the South Cultus community spent countless hours and funds with consultants to make sure it would fit into this beautiful setting abutting our communities. To make sure there would be separation for privacy and noise control the 7.5m common area buffer zone was agreed to by the developer and our communities. It seems that now the developer is incorporating the buffer zone into homeowners private property for their exclusive use. This was not its intended use. As we all know once this happens sheds; play structures and lawn encroachment tends to occur. This defeats the purpose of the buffer zone. In talking to some of the residents they explained that they were not informed by the developer or builders of its intended use and restrictions. They felt blindsided. The developer suggested that the neighbouring communities were informed of the fencing and was given our approval. This is a completely false

statement. These conversations never took place. Fences were placed in riparian areas with posts placed in the middle of spring creek. They show the placement off cedar hedges as cross fencing to try and appease the neighbours but it is still a fence and blocks access to common property by the rest of the strata members. If residents want to fence their yards for whatever reason they can fence along their property lines leaving the buffer zone for its intended use. The developer has already cross fenced many properties and it seems their policy is to put the fences in and then beg for forgiveness when they are taken to task. They are not living up to the terms of their development permit and OCP and it seems that there is no oversight and enforcement by the FVRD to stop this from happening. As there are more developments proposed for this area we want to make sure that this doesn't happen again.

Yours truly Scott MacKay Lindell Beach Vp LBRA

Sent from my iPad



---

**From:** Richard Whitlam  
**Sent:** March-07-19 10:06 PM  
**To:** David Bennett; Taryn Dixon; Margaret Thornton  
**Subject:** fences at Aquadel

Hi Taryn, Margaret and David,

I'm sorry I had to leave the meeting early without being able to say hi.  
I see the neighborhood has not changed. I'm amazed at the strong opinions some neighbors express when they are not affected and/or do not live anywhere near the area under discussion. Some of the speakers at

that meeting actually live miles away and ,in fact only a few from Spring creek actually border the development. None of the neighbors can actually see the cross fences because of the boundary fence. My own opinion is that the cross fences benefit the Aquadel residents, giving them a nicer back yard and better privacy. I also believe that absolutely no one outside the Aquadel community is adversely affected by fencing within the buffer.

I would hope that the fvrd will not be swayed by the Lindell Beach habitual complainers. The LBRA diectors are convinced that they are the keepers of the lands around them. It is an extremely poorly run organization with a god complex.

I believe the hedging through the buffer areas was a good solution next to Spring Creek ( even though the Spring Creek residents cant really see the hedges). I also believe the fencing in the other areas of the buffer will have no effect on what few neighbors there are and should be allowed

Thanks for hearing my views and I hope all is well

Respectfully,

Richard Whitlam

Get [Outlook for Android](#)

---

**From:**

**Sent:** March-08-19 10:59 AM

**To:** Margaret Thornton

**Cc:** Gord Spencer; 'Scott Mackay'

**Subject:** Aquadell fence proposal

Having attended the Public Meeting last night at the Columbia Valley Community Hall, regarding the Aquadell “fence proposal”, I offer the following observations:

- the ambiguity and imprecision of the term “buffer” offers land developers, present and apparently future, extreme flexibility in the interpretation of this term and how such an area is to be established or maintained.

- the extension of the side fences to the Aquadell boundary can afford a homeowner, virtual jurisdiction over unauthorized, self serving, quasi ownership.
- it was made clear by one Aquadell homeowner, that he intended control over his “expropriated” buffer area, through the turning loose of his crazed dogs, (his expression, not mine). This attitude, and some milder ones, could convince one that the commonality of the Aquadell buffer, will disappear.
- an Aquadell home owner can command additional, unpaid for property, by extending, over time, his lawn through the judicious application of grass seed coupled with the “mowing” of all other plants growing in his buffer area. This procedure, plus side fences, completes the process.
- it appears that the loss of the use of some of the common (to the strata) area by internal (non external border properties) Aquadell home owners, is not of concern to the Regional Board. What is the gain for the developers interpretation of buffer for these internal homeowners who have no similar opportunity for such a land grab?
- a great deal more scrutiny must be employed by those assessing developer’s proposals, and indeed the O.C.P. , as the word buffer, and many other descriptions of intentions, must now be vetted with a view to the potential for manipulation.
- In conclusion, there are not enough exclamation marks in the universe to express the extremity of my recoil from that reality impaired expression – buffer.

Thank you for your consideration, Angus P. Allison, Lindell Beach

-----Original Message-----

From:

Sent: March-08-19 7:53 AM

To: Margaret Thornton

Subject: Aquadel crossing

Good morning,thank you for giving us the opportunity to express our concerns last night.

I neglected to address the point that Genica is creating a negative issue in their Strata before the Dev. is even completed.By allowing the buffer area to be included in the individual lots the owners on the inside development are questioning Strata fees.Why should their Strata fees be the same as the homes on the outer perimeter when they don't have the luxury of utilizing the buffer area and furthermore they don't have access to the common area because it is fenced.

You invited us to contact you if we have additional concerns and would appreciate your thoughts on this because some of the residents in Aquadel are not happy.

Thanks.

Helen.



-----Original Message-----

From:

Sent: March-09-19 10:09 AM

To: Margaret Thornton

Subject: Aquadel Crossing Development Permit 3060-20-2017-01,1885 Columbia Valley Rd,Area "H"

We,Doug and Helen VanWyck, owners of strata lot#9,1735 Spring Creek Dr.,Lindell Beach object to granting a revised permit which changes the landscaping plan of the above permit for the following reasons:

- 1.The original plan has been violated by cross fencing of the buffer area,which was to provide a green belt for keeping noise levels down at the same time keeping the area esthetically pleasing.
- 2.The buffer area is part of the common area however is not accessible to all Aquadel Residents because it is enclosed in individual lots.

- 3.The developer has violated the riparian area,which the OCP addressed to protect spawning salmon and Cultus Lake by allowing construction debris to accumulate in the creek and fence posts erected in the creek.
- 4.By allowing cross fencing it appears as an addition to perimeter lots and owners perceive it as part of their lot allowing them to utilize the space for their own purpose.e.g. hot tubs,dog run,storage sheds,etc.,etc.

We are requesting FVRD to enforce the original bylaw by holding this Developer accountable.  
Thank you.

-----Original Message-----

From: Tony Bradley

Sent: March-11-19 1:12 PM

To: Margaret Thornton

Cc: 5 George & Linda Vandergugten; 2 Don & Bonnie Simpson; 9 Doug & Helen Van Wyck

Subject: Aquadel Crossing

To the attention of Mary-Ann Thornton,  
Director of planning and development  
Fraser Valley Regional District.

Hello Mary-Ann, I am writing this on behalf of Spring Creek Estates ( Strata Corporation N.W. 2385 ).

I am sure that you are aware of the details of the disagreement involving the so called "buffer zone" between several new homes at Aquadel Crossing and the some properties at Spring Creek.

The purpose of this email is to ensure that the developer is made to comply with the original building permit which stipulated that the buffer zone clearly separated the the new development from the Spring Creek houses and provide some degree of privacy to the residents affected by the new construction.

Cross fencing simply extends the size of the Aquadel properties and breaks up the buffer zone an defeats the purpose of that area.

This is rather a silly issue that can be settled by insisting the the developer abide by the original plan and the buffer zone be created as originally agreed to and not broken up by lateral fencing or cedar trees. The buffer zone should be just that, an unbroken landscaped area between both Aquadel and Spring Creek properties.

We took a poll on all 14 homes in Spring Creek on whether they support our position or not and received 11 support 1 abstain and 2 no reply.

Thank you.

George Vandergugten ( Chairman )

Don Simpson ( Vice Chairman )

Tony Bradley ( Secretary Treasurer )

Sent from my iPad

Sent from my iPad

-----Original Message-----

From:

Sent: March-08-19 8:19 AM

To: Margaret Thornton; Planning Info

Subject: Aquadel

A short email to confirm my opposition to the requests by Genica to alter the buffer zone and cross fences.  
Thanks Don Simpson. Spring creek estates

Sent from my iPhone

**From:** Mike Palmer  
**Sent:** March-05-19 12:37 PM  
**To:** David Bennett  
**Cc:** Strataforce; Gord Spencer; Steven Van Geel  
**Subject:** Public Information Meeting

David, thank you for giving me a heads up on the meeting. I am presently away from the Cottages and not planning to be back until mid April. I would like to have my comments noted in the minutes of the meeting.

To start; I object to the Aquadel proposal. Although this proposal is presented as an overall benefit of the community, it appears that the true benefactors are only some of the owners in the strata development.

Aquadel Development is using this ruse of provide better information for the materials and plants used on the buffer zone, in fact these materials are to provide exclusivity to the lot owners for the common property that is adjoining their property. The purpose of the buffer zone was to provide distance and privacy, this appears to be no longer the purpose.

I would like to note that by cordoning off the common property for the benefit of the individual lot owners stops all strata owners from enjoying this property. The common property is no longer deemed common property. I quote from the BC Strata Act.

#### Limited Common Property (LCP)

Limited common property (LCP) is common property that has been designated on the strata plan or on a sketch plan filed at the Land Title Office for the exclusive use of one or more strata lots. For example balconies and parking spaces may be designated as limited common property.

In a strata corporation with sections, LCP can be designated for the exclusive use of all strata lots in that section. In this case, the maintenance and repair of the LCP is a common expense of the section. Learn more about section within a strata corporation.

Limited common property is often designated on the strata plan as "LCP" with the strata lot number after it. The legend on the strata plan explains how the limited common property is noted. For example the legend on the sample strata plan below shows that the limited common property is designated as: "P" with the strata lot number after it for patios "PR" with the strata lot number after it for porches "W" with the strata lot number after it for bay windows

I would like to point out that not all of the strata lots are going to have the benefit of additional land. This is a fundamental discrimination if the developer's plan is to "give" common property to many but not all of the owners.

Early in the process, it was talked about making the buffer areas walking trails for the enjoyment of all lot owners. This appears to no longer be the case. Additionally, there was to be trees planted in the buffer



zone paralleling the buffer zone to provide privacy and noise barriers for the benefit of all. Again, the developer is attempting to change the design plan that was approved at the Public Meeting years ago.

I am not in favor of this change to the plan.

Mike Palmer

the Cottages  
1800 Painted Willow  
Lindell Beach, BC

**From:**

**Date:** March 8, 2019 at 10:58:53 AM PST

**To:**

**Cc:** "Gord Spencer"

"Scott Mackay"

**Subject:** Aquadell fence proposal

Having attended the Public Meeting last night at the Columbia Valley Community Hall, regarding the Aquadell “fence proposal”, I offer the following observations:

- the ambiguity and imprecision of the term “buffer” offers land developers, present and apparently future, extreme flexibility in the interpretation of this term and how such an area is to be established or maintained.
- the extension of the side fences to the Aquadell boundary can afford a homeowner, virtual jurisdiction over unauthorized, self serving, quasi ownership.
- it was made clear by one Aquadell homeowner, that he intended control over his “expropriated” buffer area, through the turning loose of his crazed dogs, (his expression, not mine). This attitude, and some milder ones, could convince one that the commonality of the Aquadell buffer, will disappear.
- an Aquadell home owner can commander additional, unpaid for property, by extending, over time, his lawn through the judicious application of grass seed coupled with the “mowing” of all other plants growing in his buffer area. This procedure, plus side fences, completes the process.
- it appears that the loss of the use of some of the common (to the strata) area by internal (non external border properties) Aquadell home owners, is not of concern to the Regional Board. What is the gain for the developers interpretation of buffer for these internal homeowners who have no similar opportunity for such a land grab?
- a great deal more scrutiny must be employed by those assessing developer’s proposals, and indeed the O.C.P. , as the word buffer, and many other descriptions of intentions, must now be vetted with a view to the potential for manipulation.
- In conclusion, there are not enough exclamation marks in the universe to express the extremity of my recoil from that reality impaired expression – buffer.

Thank you for your consideration, Angus P. Allison, Lindell Beach

>>> Hi David,

>>> Attached are pics of fencing within the Aquadel development. All yards are fenced off from the central common area facilities. Even coming out to road edges. This is in addition to all of the perpendicular fencing that dissected the perimeter common area buffer zones of the development. All sense of community is lost here as 5 to 6 ft solid fencing surrounds every residence, and is now referenced as the "subdivision of fence".

>>

>>> I did not see any details of fencing in the development permit plans but it should be a part of. I would not consider it landscaping.

>>> The buffer zones were intended as landscaped Common areas, buffering to adjacent developments, with native materials and is part of the DP.

>>

>>> Using hedging shrubs as landscaping when its intended use is a barrier from access to common property, is not the answer. I am strongly opposed to this application. I do not believe it is in keeping with 7.2, 7.2.5 and 7.3 of the lindell beach neighborhood concept plan.

>>>

>>> The existing cottage development as well as creekside does not permit exclusive use of buffer zones as private yards. Both the cottages and creekside have no internal solid barrier fencing anywhere which is in keeping with the neighbourhood plan. This is a unique feature for this area as it promotes the recreational and casual look to the neighborhood. Aquadel is growing into an urban jungle with no sense of community.

>>> Quite frankly, I do not know of any private development, where gated community also fences off all individual units from common area.

>>> A total disconnect.

>>> Aquadel has even removed common area access trail between lots 7 and 8 which was promoted as pedestrian linkage over the existing creek between phase 1 and 2, and fenced off as private yard space.

>>> Unfortunately the developer is not the builder of the community, and is just selling land and seems to have little interest in adopting what was approved or adding additional esthetic requirements to its project.

>>

>> I recall that Aquadel requested the same reduced building setbacks that Creekside adopted, but did not adopt a non fencing requirement due to the fact that properties were backing onto common area. As a consequence 6 ft. Rear yard Fencing is 2 meters from the dwelling units.

>>> On a side note, were street trees part of the plan or DP. I noticed they do not have any installed.

>>> This is a typical requirement in most municipalities, and has been adopted at the cottages and creekside.

>>> If the developer has not, trees are an icon to the local area and would be a great enhancement to the development and give it a more rural atmosphere.

>> I will try to send you some pics of the cottages fencing next.

>>> You can me if you wish to discuss.

>>> Thanks  
>>> Jon Van Geel  
>>> Vice-President  
>>>  
>>> Cultus Country Investments Ltd.  
>>> Frosst Creek Developments Ltd.















**From:**

**Date:** March 9, 2019 at 10:09:24 AM PST

**To:** Margaret Thornton

**Subject:** Aquadel Crossing Development Permit 3060-20-2017-01,1885 Columbia Valley Rd,Area "H"

We,Doug and Helen VanWyck, owners of strata lot#9,1735 Spring Creek Dr.,Lindell Beach object to granting a revised permit which changes the landscaping plan of the above permit for the following reasons:

- 1.The original plan has been violated by cross fencing of the buffer area,which was to provide a green belt for keeping noise levels down at the same time keeping the area esthetically pleasing.
- 2.The buffer area is part of the common area however is not accessible to all Aquadel Residents because it is enclosed in individual lots.
- 3.The developer has violated the riparian area,which the OCP addressed to protect spawning salmon and Cultus Lake by allowing construction debris to accumulate in the creek and fence posts erected in the creek.
- 4.By allowing cross fencing it appears as an addition to perimeter lots and owners perceive it as part of their lot allowing them to utilize the space for their own purpose.e.g. hot tubs,dog run,storage sheds,etc.,etc.

We are requesting FVRD to enforce the original bylaw by holding this Developer accountable. Thank you.

**Subject: March 7 meeting**

Hello Taryn,

Thank-you so much for giving us a chance to attend the meeting last night to discuss the buffer zone at Aquadel Crossing. I live in house 4 and spoke last night about how the yard size behind my lot is very important to me. I also wanted to thank-you and your colleagues for being so kind and professional. As a teacher, I love my job, but its the controversial situations that make life much harder for me, as is the case for you and your team I am sure.

I did not touch on the issue of soil erosion last night, I didn't want to add any unnecessary fuel to the fire, but I should quickly mention the issues I've encountered with the buffer zone. When we moved in, our lot was 1/3 grass and 2/3 mud. The 2/3 mud was the buffer zone. It was about 4-6 inches of water and muddy soil. The rain was washing all the soil away because our yards have a slight slope. The soil is not desirable; it is rocky and very dry, it does not maintain moisture well. As a result we had a river of water and soil flowing through our "yard space" that we were expected to look after and use. With two very young children, this absolutely was not going to work. We planted grass, and the erosion issue has been solved. There is still a buffer, and we have maintained the "native-species" plants at our own cost. It does not make sense for the entire space behind my property to be left without permanent grass (not all the way to the fence) or better landscaping. The "landscaping" that was left for us was sitting in the 4-6 inches of water and mud, and a large collection of ferns were planted in full-sun. This "buffer" was dead within weeks. Again, at our own cost we cleaned the space, and we continue to clean and maintain the space. I am happy to maintain the buffer, but I want to uphold the proposed quality of green space. I grew-up on a 3 acre organic farm, I fish for salmon, and I moved to this area for its natural landscape, I want to improve this space. Is it possible to have the proposed list of plant species and the planned design for the buffer zone? Is it possible to be given the contact for the environmentalists involved? I am curious about the health of the creek that was mentioned last night too. Perhaps I could be a person within our strata to uphold the regulations and quality of the creek/landscape.

Lastly, I would like to suggest that a compromise might be feasible in regards to the buffer zone near Spring Creek. What if the fenced off perimeter ran through half of the buffer zone. Half the buffer could be on the Spring Creek side of the fence, and that is where proper landscaping could be such as large trees and more native shrubs etc. I have not seen an exact map of our development with dimensions, but, I know from my side of Aquadel, there is more than enough room on the outer side of our perimeter fence for a proposed trail and better landscaping. The developer does need to be held accountable for better landscaping and landscape design. There is so much potential in our neighbourhood.

Thanks again for allowing us to be heard at the community meeting. I really appreciate it. Please forward my email along to the appropriate people involved, or alternately could you give me the names and contacts of people to speak to.

Niki Drouillard (house 4, aka the "doll house" lot)

**From:** brad mcpherson  
**Sent:** April-03-19 5:21 AM  
**To:** David Bennett  
**Subject:** Vegetation zone aquadell

Dear MR Bennett

It had come to our attention that the developer is trying to sneakily amend the official OCP that was approved and agreed upon originally. It is not up for discussion to lose the 7.5 metre buffer zone of vegetation that is clearly marked on the plan . Lindell beach did not want the new development right against our property for fire,noise,and for access to our private community. My advise is that they cease installing fences with out approval and go through the correct measures and apply if they think they want to remove the buffer zone /or alter.this would allow a open and transparent application that would require all affected parties be involved in the amendment, not just the party that benefits . Please keep my email on file and keep me informed in the progress regarding this issue

Brad McPherson  
43870 1st ave. Lindell beach

Sent from my iPhone



# MEMO

Date: March 13, 2019

To: Margaret-Ann Thornton, Director of Planning and Development, FVRD  
David Bennett, Planner II

Subject Aquadel Crossing – Permit Amendment

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Good Morning Margaret,

I am writing on behalf of the Lindell Beach Residents Association (LBRA). The LBRA represents 149 homeowners in Lindell Beach. The LBRA is **opposed** to the development permit amendment proposed by the Aquadel Crossing developer. We will explain our reasons for this decision.

In the notice of amendment application, the developer gives 2 reasons:

1. To clarify the material to be used in the authorized landscaped buffer zone
2. To clarify the geotechnical setback and required mitigation measures to allow homes to be constructed in phase 3 of the development

There was little discussion on item 2 at the public hearing, so we will limit our comments to item #1.

It is interesting to note that item #1 makes no reference to cross fencing in the buffer area. It appears from the way the invitation to the meeting was written the developer has assumed, rightly or wrongly, that the FVRD has allowed the cross-fencing of the buffer zone, and the only thing in question is the materials to be used. It is not until one looks at the attached diagram that the true intent of the developer comes out. The diagram attached to the invitation clearly shows the buffer zone being incorporated in individual yards through the use of cedar fences or cedar hedges.

In the early planning stages for the Aquadel Crossing development, one of the assertions made by Regional District staff to the community was that all developments would be separated by well-defined buffer areas. At no point was it envisioned individual lot owners or a developer would be allowed to place fences or hedges across the buffer to enlarge their private space and negate the separation a buffer area provides. This amendment application is in clear contravention of Sec. 14.4.16 of the Official Community Plan.

There are 2 sections of the Official Community Plan that we find relevant to this application, Sec. 1.5 and Sec. 14.4.16.

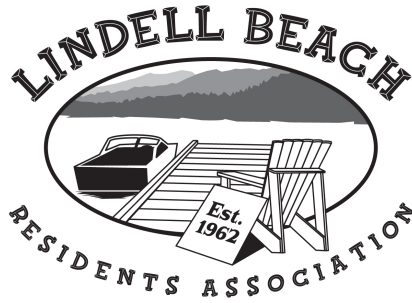
Section 1.5 of the OCP states in part:

“Particular attention should be given to the wording of the Regional Board policies contained in the Plan: **“shall”** describes an imperative course of action which is within the scope of the Regional Board’s powers to provide, enact, regulate or enforce.

Section 14.4.16 states:

“A landscaped, treed buffer of at least 7.5 metres **shall be required** to separate resort developments from land uses and developments on adjacent properties.”

It is apparent the intent of Sec. 14.4.16 is to separate developments, We believe it is incumbent on the FVRD to ensure the intent of that section is adhered to by developers.



LBRA Directors have met with FVRD on a number of occasions to bring up issues with this developer and the Aquadel Crossing project.

- We have notified FVRD staff on at least 3 occasions where the developer has cross fenced the buffer area. One incident resulted in a site visit, after which the developer was told to stop all cross fencing activity. That did not happen. On every occasion, we understand the developer agreed to stop work – yet the cross fencing continued. The latest incident occurred on March 19<sup>th</sup>, and before the work stopped this time the entire east side of the development had been cross-fenced.
- This developer seems to have little regard for fish bearing watercourses. In addition to all the cross-fencing through the buffer area, the developer has built a fence right through a small creek on the boundary of their property.
- On earlier occasions the developer was cited for working in the creek and allowing it to become fouled with muddy water that spread into Cultus Lake. They were also cited for installing culverts instead of a bridge that would allow fish to pass through. These are just some of the examples of the problems our community has encountered with this developer.

The developer clearly understands the role of a buffer zone. In the property plan at the entrance to the development, the buffer area is clearly outlined – without any cross fencing. One would also assume that when the developer submitted the development plan, they were aware of the buffer area requirement. They would certainly be aware of it when FVRD staff confronted them and told them to stop the work.

We would like to add that FVRD staff have been very responsive to the community, making site visits when we have brought the actions to their attention, and advising the developer to stop construction. It appears as if the developer has carried on work in violation of staff directives in a hope that the FVRD Board would approve the amendment because the work has progressed too far and removing the existing cross fencing would be too disruptive. This application is clearly in contravention of Sec. 14.4.16 of the Official Community Plan and we ask the FVRD Board of Directors to turn down the amendment application.

The Board of Directors  
Lindell Beach Residents Association

**From:** brad ackerman  
**Sent:** April-03-19 9:08 AM  
**To:** David Bennett  
**Subject:** Hello sir.

I am a resident of Lindell beach BC. I am aware that the Aquadell developers have breached the OCP by infringing on the green space or common area buffer.

The OCP needs to be relied on and not disregarded by developers.

I oppose any change or amendments to the established OCP.

Thankyou

Brad Ackerman

1985 Lindell ave

Lindell beach BC

V2r4w7

Sent from my Samsung Galaxy smartphone.

**Sent:** April-26-19 11:10 AM  
**Subject:** FW: Aqua Del buffer zones.

**From:** Don Yargeau  
**Date:** April 24, 2019 at 8:34:12 AM PDT  
**To:**  
**Subject:** Aqua Del buffer zones.

Regarding portion of fencing and hedging in buffer zone around my lot, we have lived here for a year now and purchased our residence with these in place. I believe to remove them would only degrade the look and security in Aquadel as well as weaken the fencing around the perimeter. As per the letter from solicitors representing developers dated March 12,2019 we ask that the fencing be left intact.

Tx, Don and Kath  
Unit 26

**From:** Ken Elmer  
**Sent:** April-03-19 1:06 PM  
**To:** David Bennett  
**Subject:** fencing on buffer zone of previous Aquadell golfcourse

Dear Sir,

As a 35 year resident of Lindell Beach my family strongly believe the existing and to be built fencing on the buffer zone should be stopped or removed.

Please follow the bylaws.

thank you

Ken Elmer

Janet Neufeld

Jonathan Elmer

Shannon Elmer

Keith Elmer

Shirley Elmer

*Sent from my LG Mobile*

**From:** Chris Foxon  
**Sent:** April-22-19 10:12 AM  
**To:** David Bennett  
**Cc:**  
**Subject:** Buffer Zone Aquadel Development

Dear Sir;

This email is to register our objection to the infringement of the buffer zone from the houses of the Aquadel Crossing Development. We live in Lindell Beach and have seen for ourselves the fence that have literally increased the size of the houses back yard at the expense of the buffer zone. We object to this infringement.

Yours

Chris Foxon  
43815 6th St.  
Lindell Beach



**From:** LORRAINE AND CHRIS  
**Sent:** April-23-19 10:40 PM  
**To:** David Bennett  
**Subject:** Buffer Zone and Fencing on Aquadel Crossing Development

Dear Sir;

This email is to register my objection to the infringement of the buffer zone from the houses of the Aquadel Crossing Development. We live in Lindell Beach and have seen for ourselves the fence that has dramatically increased the size of the back yard of these houses at the expense of the buffer zone. We object to this infringement and would appreciate your help in remedying this.

Thank you.

Lorraine Alston  
43815 6th Street  
Lindell Beach, B.C.

**From:** Don & Sheila Durward  
**Sent:** April-03-19 3:00 PM  
**To:** David Bennett  
**Subject:** Aquadel Crossing Development

David

As residents of Lindell Beach who have been actively following the OCP process, we are extremely opposed to the developer of Aquadel Crossing playing fast & loose with variations to the OCP.

They must follow the OCP which reflects the desire of all the communities & not be allowed to interpret rules as benefit Aquadel Crossing.

Sincerely

Sheila & Don Durward

Sent from [Mail](#) for Windows 10

**From:** Sweeney, Greg  
**Sent:** April-03-19 10:55 AM  
**To:** David Bennett  
**Cc:** Sandy Sweeney ;  
**Subject:** Aquadel Crossing Development Permit Application

Mr. Bennett,

Our family is a member of the Lindell Beach Residents Association, and as such are in close communication with the Board of Directors of the LBRA.

We were recently made aware of an ongoing situation at the Aquadel Crossing Development at Cultus Lake. It appears that the Developer of Aquadel Crossing is disregarding the OCP by constructing cross fencing around the buffer zone, thereby making those areas an extension of the private property.

We were extremely disappointed to hear that the developer has purposely disregarded the OCP, and has flagrantly continued work when they know the work being done is in contradiction to the OCP.

It is our hope that the FVRD will uphold the OCP and require that the Aquadel Crossing Developer be required to remove any fencing previously installed, and no additional fencing be constructed in accordance with the OCP.

Regards,  
Greg Sweeney

**From:** Mike Zorn  
**Sent:** April-03-19 9:25 AM  
**To:** David Bennett  
**Subject:** Aquadel Crossing - Against Change

David,

When the request to re-develop Aquadel was discussed I was in favor of the proposal. As the process was developed there was give and take as we came to a good solution for everyone.

The buffer zone was really important part of that agreement as it allows space between individual owners on our area. This space is a critical buffer for noise and other issues that individuals choose to do on their own property. There is also a significant risk of the individual owners dumping stuff over the fence and creating a fire hazard by this illegal disposal.

I am strongly against this proposed change. Allowing major last minute changes adversely impacts neighbors and destroys the credibility of the entire project approval process.

Michael and Diane Zorn  
1995 Lindell Ave

buffer zone that included indigenous vegetation was enthusiastically supported by many neighboring residents that attended public meetings and wrote letters. Section 14.4. 16 of the OCP states: "A landscaped, treed buffer of at least 7.5 metres shall be required to separate resort developments from land uses and developments on adjacent properties." \* Please see approved original site plan for Aquadel Crossing which is attached. You will see there is no cross fencing going through the buffer zone right up to the fence borders between neighboring resorts.

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This e-mail and any attachments may be confidential or legally privileged. If you received this message in error or are not the intended recipient, you should destroy the e-mail message and any attachments or copies, and you are prohibited from retaining, distributing, disclosing, or using any information contained herein. Please inform us of the erroneous delivery by return e-mail. Thank you for your cooperation.

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-----Original Message-----

From: Vicki Thomas

Sent: March-16-19 2:00 PM

To: Margaret Thornton; Taryn Dixon; Cody Les; Steven Van Geel

Subject: Aquadel X development

My husband and I attended the meeting on March 7th at the CVH re Aquadel X.

The reaction to Genica's application to change the original permit plan concerning the buffer/ common area seemed to us to be a slippery slope!

The cross fencing gives the owners of each affected property a false appearance of ownership.

Genica should stop its shenanigans!

The buffer/common area needs to be an open area allowing Aquadel Xing residents and the neighbouring communities a true buffer zone. Genica should be aware that allowing for happy neighbourhoods will have benefits!

Spring Creek is an environmental gem that has not been taken care of sufficiently and needs attention by the developers, fisheries and oceans and FVRD.

It is a salmon bearing stream and AquadelX could take much pride in its ongoing stewardship!

We will keep interest in the upcoming decisions.

Sincerely, Victoria Thomas and David Guenette

Sent from my iPad



-----Original Message-----

From:

Sent: March-20-19 5:24 PM

To: Margaret Thornton

Cc: David Bennett

Subject: Aquadel Crossing Development Permit 3060-20-2017-01,1885 Columbia Valley Rd,Area "H"

Hello Margaret-Ann, can we please have an update on the above.

At the meeting in Columbia Valley Hall, Cody Les of Genica was told to stop building fences across the buffer area until FVRD was able to resolve the matter of the Landscape issue regarding the above permit. The fencing continues, the fence post is still in the creek.

Landscaping of the buffer area on lot 18 is completed and once again the Developer has not honored the agreement. You approved removal of a large cedar tree along with 2 other mature trees including a Cornus Kousa dogwood to accommodate construction of the home and requested 4 replacement trees be planted. The replacement

trees were to include 3 Western Red Cedars 3m tall and 1 Kousa Dogwood with a 5cm caliper, again that did not happen. It is time the FVRD utilizes the security to complete the agreement.

I look forward to your response.

Helen Van Wyck.

- > On Mar 16, 2019, at 1:59 PM, Vicki Thomas wrote:
- >
- > My husband and I attended the meeting on March 7th at the CVH re Aquadel X.
  - > The reaction to Genica's application to change the original permit plan concerning the buffer/ common area seemed to us to be a slippery slope!
  - > The cross fencing gives the owners of each affected property a false appearance of ownership.
  - > Genica should stop its shenanigans!
  - > The buffer/common area needs to be an open area allowing Aquadel Xing residents and the neighbouring communities a true buffer zone. Genica should be aware that allowing for happy neighbourhoods will have benefits!
  - > Spring Creek is an environmental gem that has not been taken care of sufficiently and needs attention by the developers, fisheries and oceans and FVRD.
  - > It is a salmon bearing stream and AquadelX could take much pride in its ongoing stewardship!
  - > We will keep interest in the upcoming decisions.
  - > Sincerely, Victoria Thomas and David Guenette Sent from my iPad

**From:** Cody Les  
**Sent:** March-18-19 12:53 PM  
**To:** Davin Roy  
**Cc:** Margaret Thornton; Taryn Dixon; David Bennett; Larry Les  
**Subject:** Aquadel Crossing Fencing

Davin,

Per recent communications with the FVRD today, please cease all fencing construction at Aquadel Crossing, including all perimeter fencing, side yard fencing, and buffer zone fencing, until they have rendered a decisions on our recent DP application.

I will be sending the same communication to all of the builders at Aquadel Crossing regarding their specific lots.

Please feel free to reach out to me anytime should you have any questions.

Kind Regards,

--

Cody Les  
Genica Group Of Companies  
5986 Hunter Creek Crescent, Chilliwack, BC  
Mailing Address: PO. Box 2267, Chilliwack BC V2R 1A6

[REDACTED]  
[REDACTED]

**From:** Ken Roberts  
**Sent:** May-07-19 3:51 PM  
**To:** Margaret Thornton; David Bennett; Taryn Dixon  
**Subject:** Aquadel Fence dispute

Margaret, David, Taryn,

As a resident of Aquadel Crossing I felt it necessary to pass my concerns on over the fence dispute at Aquadel Crossing. My wife and I bought our final residence in Aquadel due to the fact that we understood that the back yard would be fully fenced. After many moves across the country and abroad we felt it would be the perfect place to prepare for retirement and enjoy that retirement. We have a large dog and a fenced back yard allows that animal freedom and protection from interacting with the local wildlife. In addition we have visitors to our home with little children and some day possibly grandchildren, once again a fully fenced backyard provides that extra level of safety for little ones from either interacting with wildlife (un accompanied) or the ability to wonder off and possibly into the forested area or worse the roadway.

I have yet to see any reasonable objection put forward as to why the fencing should not remain unless there are some that you can enlighten me with. I was travelling for business during the open house that was held. My wife and I look forward to being good citizens, neighbours and friends to the people of Aquadel and surrounding communities. Unfortunately I don't think that same feeling exists among our neighbours.

I would welcome the opportunity to have a telephone discussion on the matter. I am available the remainder of this week and travelling on business next week from Monday-Friday (but can take a scheduled call).

Respectfully,

Ken Roberts

19-1885 Columbia Valley Road  
Lindell Beach, British Columbia  
V2R 1J8

**From:** Don Yargeau  
**Sent:** May-07-19 4:37 PM  
**To:** David Bennett  
**Subject:** Aquadel buffer fencing

Regarding portion of fencing and hedging in buffer zone around my lot, we have lived here for a year now and purchased our residence with these in place. I believe to remove them would only degrade the look and security in Aquadel as well as weaken the fencing around the perimeter.  
As per the letter from solicitors representing developers dated March 12,2019 we ask that the fencing be left intact.

Tx, Don and Kath  
Unit 26  
Tx, Don 🍷  
Sent from my iPhone



**From:** Neb Friesen  
**Sent:** May-07-19 8:59 PM  
**To:** Margaret Thornton; Taryn Dixon; David Bennett  
**Cc:** Ernie Friesen  
**Subject:** Aquadel Crossing fencing issues

Margaret, Taryn and David,

Having lived on an outer Strata lot (#114 at The Cottages) for ten years, we have always known these developments to place the Strata fences at the Strata property line, not the owners property line. The developers (John & Susan Van Geel) at the Cottages assumed this additional property would be managed and cared for by each owner and be treated as their own.

We did attend the previous meeting regarding this Aquadel topic at the Columbia Valley Community Hall to express our concerns with dual fence lines. There were no attendees from the Cottages to oppose the buffer zone. Only one attendee from Creekside attended (not affected by fencing), who happened to be the Creekside developers son.

We also understand Lindell Beach are the primary complainants towards Aquadel. As far as we see, we do not back any of their residences, only their unkept recreational area which is in extreme disrepair. A valid concern from Lindell Beach residents was the construction debris in and around Spring Creek after a severe winter/spring season. This issue has been addressed and will continue to be.

The original developer seemed to be having issues in the initial stages of this project. After hiring Davin Roy from Pacific Peaks to take over the developers responsibilities, things have improved greatly.

Hopefully, as residents of this great new development, we can all continue to work with the FVRD to make improvements and try to assure Lindell Beach that we will be good neighbours and also be guardians of Cultus Lake.

We understand that fences do sometimes make good neighbours, but dual fencing seems very counterproductive. In our eleven years at Cultus Lake, we have met so many wonderful people from all three developments.

Hopefully your decision will be an inclusive one, as most of us just want to enjoy this wonderful area.

Thank you,  
Nebra and Ernie Friesen  
Lot 8 Aquadel Crossing

**From:**  
**Sent:** May-08-19 7:45 AM  
**To:** Margaret Thornton; David Bennett; Taryn Dixon  
**Subject:** Aquadel fencing

Hello Margaret, David and Taryn,

I was one of the first home owners to purchase a lot in Aquadel. When we purchased our lot, we were told by the developers that we were zoned for unrestricted rentals. We recently received a short term rental 'cease and desist' letter from your office, and even though we hadn't rented our home to date, we promptly responded and cancelled the short term rentals and removed the AirBnb short term rentals, resulting in many cancelled family vacation and a lot of upset parents. This was extremely disappointing for us and those that had cancelled vacations.

In following up with FVRD's by-law department, we were told the by-laws are vague and outdated, 1976, but by-laws are complaint driven, the letter is automatically sent, and even though neighbouring communities shouldn't be renting short term, they can, because there have been no complaints.

Now we have a second complaint to FVRD regarding our fencing through a buffer zone. Due to this complaint, we are being told our fences may be removed, even though the fencing looks nice, is not harming anyone, and is keeping my home, family and dog safe.

Please, please, please, do not move forward with this complainant.

If you would like to discuss further, please feel free to contact me at

Sincerely, Janice Forsyth,

**From:** Jake McGrew  
**Sent:** May-08-19 8:07 AM  
**To:** David Bennett  
**Subject:** Aquadel community/fencing issue

Good morning,

I would just like to take a minute & voice my concern over the issue of fencing that our neighbouring community has raised, regarding us having fence panelling going all way around our yards to completely enclose them.

I'm not going to get into community dynamics & "he-said, she-said" or "why do they even care about our fences?" The simple reality is, we need our yards fenced, we've got dogs, or small kids, or we don't want our back yards exposed because who knows who can easily access each home just by walking through unfenced sections of a yard at all hours of the day/night, or for any number of other safety concerns for home, family, property & the list can go on & on I'm sure.

In reality, if aquadel is forced to remove our side fence panels, I imagine there will be a lot of homes for sale, which really wouldn't be good for anyone involved. Are we going to make people choose between their feelings of safety & security for them & their precious things (which IS a selling point of a gated community) or a fence panel that could be easily removed IF there was a need that ever arose to do so.

Thanks so much for your time,

Jake McGrew  
Unit 29

5

**From:** jenni mcgrew  
**Sent:** May-08-19 8:45 AM  
**To:** David Bennett  
**Subject:** Home Owner aquadel lot #29

Good morning,

I am writing this letter to humbly request the fence panels on our property not be moved or removed.

For a number of reasons:

- When we purchased this property this is what we were told by the builder and our realtor and also shown in the original drawings. We would have not purchased this lot had the fence been positioned differently or not present.
- It's not harming or hindering anyone.
- It was the original agreement between the builders and developer and with the powers that be.

To keep ones words is an honourable and right thing to do.

I'm asking you and your team to do what is right on behalf of just not myself but the aquadel homeowners. We were all told we would have a fence and shown where it would be. This doesn't just affect me but my neighbors and our community.

I write this with a posture of beseeching. Please leave the fence up and where it is.

Kindest of regards and thank you for taking the time to read this letter.

Aquadel Crossing Home Owner #29  
Jenni McGrew

Jenni McGrew

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**From:** Duane Cressman <duane@cressmanhomes.ca>  
**Sent:** Wednesday, May 08, 2019 9:14 AM  
**To:** Margaret Thornton; David Bennett  
**Cc:** Nate Doubroff; Davin Roy; Larry Les  
**Subject:** Aquadel fences

Hello,

Please be advised that we strongly support having fences between the properties inside the buffer zones. The 14 home owners that have purchased homes already from Cressman Homes and the 4 remaining lots we own reflect this sentiment.

I don't follow the rationale for owners outside this Strata and how this decision has any impact on them, the buffer is there regardless of if there is a fence between properties or not.

It sure matters for our customers!

**Duane Cressman**

*President*

Cressman Homes Ltd.

604-309-1312

[www.cressmanhomes.ca](http://www.cressmanhomes.ca)

C · R · E · S · S · M · A · N  
HOMES OF DISTINCTION

To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Stacey Barker, Director of Regional Services

File No: 0870-35

**Subject: Animal Control Shelter Lease**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize its signatories to enter into a lease agreement for the continued use of the City of Chilliwack's Animal Control Shelter located at 44860 Wolfe Road in Chilliwack, in the amount of \$40,000 annually for a term of 5 years.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

The Fraser Valley Regional District (FVRD) currently provides full Animal Control services to the City of Abbotsford, City of Chilliwack, District of Mission, District of Kent and the Village of Harrison Hot Springs, operated under a sub-regional regulatory bylaw. The FVRD also provides a limited aggressive dog investigation/control service to Electoral Areas D, E, G and H, regulated under a separate bylaw, specific to aggressive dogs. Limited dog apprehension and pound services are also provided to several First Nation communities in the local area by way of contract.

The Community Animal Response & Education (CARE) Centre serves as the program's shelter and centre of operations. Upon assuming regulatory authority for Animal Control in 2012, the FVRD entered into a lease agreement with the City of Chilliwack for the use of the City's shelter and premises located at 44860 Wolfe Road, Chilliwack. The portion of the property where the shelter is located is part of a larger parcel of land that houses the City's Waste Water Treatment Facility.

### DISCUSSION

The FVRD's lease agreement for the use of the City of Chilliwack's Animal Control shelter and surrounding premises is currently set to expire. The FVRD requires the continued use of the City's shelter to ensure continuity of service for its existing program members.

The City of Chilliwack's animal control shelter provides adequate space for animals in the care of the FVRD and is located in a central setting for operations. The City of Chilliwack works closely with FVRD



staff and addresses any repairs or concerns regarding the building in a prompt and safe manner. The City has also taken the shelter into careful consideration while conducting surrounding construction on the new fire training site that is adjacent to the leased area. When construction work is complete, the City will work with the FVRD to address parking requirements and provide basic landscaping to the entry area to improve its curb appeal to the public.

The FVRD has begun to examine long term needs for its Animal Control program, however this research and exploration of possible infrastructure alternatives is still in its infancy. If a new location or facility was pursued it would be in the considerable future (>5 years) and would be presented to the Board for its consideration through a business case.

### **COST**

The City of Chilliwack is proposing the same rental rate of \$40,000 annually that has been in place for the past 6 years, all on the same terms and conditions. This yearly dollar amount has been accounted for in the approved 5 year financial plan.

### **CONCLUSION**

The City of Chilliwack's shelter provides the FVRD's Animal Control program with adequate kennel space in a location that allows for easy access to all FVRD service areas and is provided at a rental cost that is affordable for its intended purpose. Therefore it is recommended that the FVRD continues its lease agreement with the City for an additional 5 year term.

### **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-07

From: Alison Stewart, Manager of Strategic Planning

File No: 6840-20-010

**Subject: UBCM Resolution Re: Provincial Response to Homeless Camps on Crown Lands**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board forward a resolution on the need for a provincial strategy to address rural homelessness and encampments on Crown land to the Union of BC Municipalities for consideration at its September 2019 convention.

### STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship

Support Healthy & Sustainable Community

### BACKGROUND

In late August 2018, the FVRD became aware, after the fact, of an initiative of the provincial government to relocate a homeless camp (Borden Creek) on Crown Land in the Chilliwack River Valley (Electoral Area E) to a private property in the Columbia Valley (Electoral Area H). An article in the August 31, 2018 Chilliwack Progress provided an outline of the process, which apparently included the RCMP, Ministry of Municipal Affairs and Housing (MAH) and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). While the FVRD has generally been aware of homeless camp problems on Crown land in the Chilliwack River Valley, the Region was not consulted on this move.

A number of concerns arose with the province's approach to this problem:

1. Since the province facilitated the move, what supports, if any, were provided to ensure the property owner's and area resident's interests are protected. BC Housing's involvement in this process is unclear.
2. What supports, if any, were provided to camp occupants in order to transition them from homelessness to being appropriately housed.
3. There are several other camps in the Chilliwack River Valley and other rural areas in the region. In this particular case, the private land in question was located in a rural electoral area. If this has become FLNRORD's standard practice, will the ministry continue to relocate homeless camps to private lands in other parts of the FVRD, including municipalities?

Based on the experience in the FVRD there is a need for a provincial strategy to address homelessness on Crown Land in rural electoral areas as it is an issue not unique to the FVRD. The province has recently established an Office of Homelessness Coordination within the Ministry of Poverty Reduction and Social Development, but it is very early in its formation and unclear as to its function and whether the Office will address what is clearly a gap in the province's response to homelessness.

A UBCM resolution asking the province to develop a strategy to address homelessness in rural areas and more specifically address homeless encampments on Crown land may bring this issue to the forefront. A draft resolution will be prepared for consideration at the June 2019 Electoral Area Services Committee and Regional and Corporate Services Committee meetings. The deadline for submitting resolutions to UBCM is June 30, 2019.

## **DISCUSSION**

### **Need for Provincial Strategy**

Homelessness is a challenge facing communities throughout the lower mainland. Increasing numbers of people are choosing to locate in rural areas, on private land, Crown land and First Nations lands. The costs of cleaning Crown land sites are considerable, but downloading such camps onto a regional district is not a solution. Electoral areas have the least ability to address homelessness, in that they are by their very nature remote from health, social, police and other services. The minimal tax bases of rural areas cannot support the hard and soft infrastructure required to address homelessness.

According to the FVRD's 2017 Homeless Count, approximately one third of the FVRD's homeless population live unsheltered. Approximately 16% of that group live in cars/vans or campers and are found in locations both inside and outside the region's municipalities. The issue in this case is that the province, who is ultimately responsible for the provision healthcare, housing and social services has downloaded responsibility of this particular camp onto the regional district with no consultation or consideration of local Zoning bylaws, ALR status or the community's capacity to accommodate such a land use.

The process used by FLNRORD in addressing the homeless camp at Borden Creek is of concern. Homelessness is not only a housing issue. Mental health and addiction issues and related health impacts are significant drivers of homelessness. Based on this most recent response, there appears to be no provincial strategy to address homelessness on provincial Crown lands. Rather, it appears to have been dealt with in an ad hoc manner. To place the onus of this problem onto a small rural community without adequate resources is not an appropriate solution. In addition to the health and homelessness issues, these camps put the environment at risk, with general garbage, human waste, used needles and other dangerous waste in the mix.

The provincial response is especially concerning in that the Borden Creek camp is one of a number of camps in the Chilliwack River Valley. While FLNRORD believes it has resolved the specific problem in

the Chilliwack River Valley, it has merely shifted the problem to another community and has not addressed the fundamental issue of homelessness and related issues, for which the province is ultimately responsible. Rural communities do not have the resources to address these challenges.

## **COST**

No cost

## **CONCLUSION**

Based on the experience in the FVRD there is a need for a provincial strategy to address homelessness on Crown land in rural electoral areas as it is an issue not unique to the FVRD. A draft resolution will be prepared for consideration at the June 2019 Electoral Area Services Committee and Regional and Corporate Services Committee meetings. The deadline for submitting resolutions to UBCM is June 30, 2019.

## **COMMENTS BY:**

**Stacey Barker, Director of Regional Services:** Reviewed and supported.

**Margaret Thornton, Director of Planning & Development:** Not available for comment

**Mike Veenbaas, Director of Financial Services:** Not available for comment.

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Christina Vugteveen, Manager of Park Operations

File No: 6140-42

**Subject: Island 22 Regional Park - Bike Skills Park Upgrades**

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### INTENT

This report is intended to advise the Regional and Corporate Services Committee of information pertaining to the Island 22 Regional Park – Bike Skills Park upgrades. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community  
Provide Responsive & Effective Public Services

### PRIORITIES

Priority #4 Tourism  
Priority #5 Outdoor Recreation  
Priority #5 Outdoor Recreation

### BACKGROUND

The Bike Skills Park at Island 22 Regional Park was first created in 2012. It was designed and built by a well-known bike skills park professional, with input from the local riding community, and was intended to challenge riders at every skill level. As a normal part of wear and tear, the Fraser Valley Regional District (FVRD) Parks Department has a regular maintenance routine which includes:

- Basic grooming of the paths to keep surfaces smooth and level
- Inspecting features which get damaged from use, weather, and vandalism
- Managing impacts from the weather:
  - In the summer, hot weather dries out soil surfaces causing shrinkage of features and loss of material from windblown dust
  - In periods of rain the tracks can experience erosion
- Trimming trees and grass, weeding, and collecting debris which may fall on the tracks

This area requires the involvement of a bike skills park professional on a regular basis to ensure that everything is shaped, packed, and functioning properly. Currently the park is receiving a much needed facelift after a time of increasingly heavy use and significant environmental impacts.

## DISCUSSION

Island 22 Regional Park is the busiest FVRD park which sees close to 500,000 visitations annually. This number has been increasing over the past number of years with additions like the Dog Off Leash Park and the Bike Skills Park. The Bike Skills Park at Island 22 is hugely popular with families and professional riders alike, and receives use year round. There are riders present at any time of day on a daily basis, and on a good day can see up to 30 riders at a time. It features five main riding zones and one perimeter trail.

Safety is of utmost importance to the FVRD. Bike skills parks are very technical in nature and require the work of professionals to ensure that standards are being met so that its use is both fun and safe. An inspection by the Municipal Insurance Agency of BC outlined some specific instructional and safety signage, which has been implemented, as well as key maintenance items that are routinely attended to. Regular inspections are completed and issues are addressed to maintain the integrity and safety of the park.

A recent review of the Bike Skills Park, which involved the riding community and a bike skills professional, identified that additional maintenance was required to ensure that the park continues to be safe and meets the recreational needs of the riders. This has resulted in the reported facelift work and is anticipated to be completed in the next couple of weeks. Specifically upgrades include (see *Figure 1 on follow page for colour references*):

### **Advanced Jump Line (white)**

A jump line is a set of continuous jumps intended for the more advanced rider. The existing wooden take-offs were beyond repair and have been removed and replaced with dirt ramps. The take-offs and landings of these jumps and the surrounding terrain is being groomed and shaped.





**Pump Trail (red)**

A pump line uses a rider's own momentum to travel without using pedal force. This feature was not being used as it was too far from the rest of the park and did not give riders the experience they were looking seeking. Additionally, there is a kid's pump track and an advanced pump track which was making this area redundant. The materials from this area are being repurposed for the dirt ramps in the Advanced Jump line and this area is being reclaimed for general trail.

**Pump Track (blue)**

A pump track is a circuit of rollers, banked turns and features designed to be ridden completely by riders "pumping" (creating momentum by up and down body movements instead of pedaling or pushing). The pump track, located in the centre of the park, is being completely redesigned and reshaped. The new layout will offer a more modern approach which will encourage the development of skills with better shaping, flow, and rolling transitions.



**Progression Jumps (green)**

Progression jumps are a series of single jumps which get progressively larger and more difficult for users to improve their skills. These jumps are being reshaped, groomed and adjusted in height and length.

**Kids Pump Track (orange)**

This pump track is a beginner's version of the large pump track with the same function of using body momentum to propel one's bike. This is being completely rebuilt to ensure that it performs as it should with the appropriate angles, packing, and dimensions.





**Figure 1 – Island 22 Bike Park Work Map**

**White** - Advanced Jumpline

**Green** - Progression Jumps

**Red** - Pump Trail

**Orange** - Kid's Pump track

**Blue** - Pump Track

## **COST**

The cost for this facelift is \$9,500 as is included in the parks budget for 2019 as a part of maintenance. Moving forward, a local bike skills park professional has been retained as a part of the maintenance plan to utilize expertise in ensuring that the shaping, grooming, and safety of the park are regularly being addressed. This regular maintenance will minimize the need for a future rebuild.

## **CONCLUSION**

The Bike Skills Park at Island 22 Regional Park is a well-used asset for the community and the facelift it is currently receiving will prepare it for summer usage.

## **COMMENTS BY:**

**Stacey Barker, Director of Regional Services:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** Not available for comment.

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

## CORPORATE REPORT

To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Melissa Geddert, Planning Technician

File No: 6430-01-General

**Subject: Bill 18 – 2018 Local Government Statutes Amendment Act, 2018 – Housing Needs Reports**

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### INTENT

This report is intended to advise the Committee of information pertaining to the enactment of *Bill 18 – Local Government Statutes Amendment Act* requiring the preparation of Housing Needs Reports. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

### BACKGROUND

In 2018 the Provincial Government introduced *Bill 18 - Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*, amending the *Local Government Act*. The intent of the legislation is to provide local governments with tools to understand the need for more affordable and appropriate housing in British Columbia's tight real estate market.

As of April 16, 2019 Bill 18 has come into force. Bill 18 requires local governments to assess the housing needs of their communities and report on the findings. The reports will help local governments and the Province better understand and respond to long-term housing needs specific to their communities. Per the legislation, Housing Needs Reports must be considered when amending or creating Official Community Plans and Regional Growth Strategies.

### DISCUSSION

*Bill 18 - Local Government Statutes (Housing Needs Reports) Amendment Act*, (attached as Appendix A) is now in effect. Under the requirements of the Act, the Fraser Valley Regional District (FVRD) and each municipality is required to produce a Housing Needs Report within the next three years (April 2022)



and every five years after that. Each municipality and regional district is required to collect data, analyze trends and present reports that describe current and anticipated housing needs.

### **Provincial Requirements**

The legislation and regulations outline specific requirements for local governments to determine current and projected housing needs. Attached as Appendix B is a summary of the legislative and regulatory requirements for housing needs reports, which involves collecting and analyzing distinct types of data about:

- current and project population;
- household income;
- significant economic sectors; and
- currently available and anticipated housing units.

The data for the housing needs reports includes:

- **BC Assessment data** – evaluation of assessed values and sales prices of housing;
- **BC Housing data** – inventory of non-market housing and new homes registered;
- **BC Stats data** – projected population and household demographics from 2018 to 2028;
- **Canada Mortgage and Housing Corporation (CMHC) data** – assessment of primary rental market prices, primary rental vacancy rates and some secondary rental market data;
- **Statistics Canada Census data** – analysis of population and household demographics, labour force, household income, housing units and core housing need.

As part of the legislated requirement to monitor the Regional Growth Strategy, the FVRD holds a large amount of data required for the Housing Needs Report, but there are gaps. In addition to the FVRD's inventory, the province is preparing an accessible database that includes a large proportion of data the FVRD is required to collect. However, information gaps on rental data for the Electoral Areas and smaller communities may need to be addressed through collaboration with community partners.

### **Community Partnerships**

Partnerships between local governments to undertake this work are permitted. If requested, the FVRD could consider coordinating the collection and reporting of housing needs information on behalf of a member municipality, provided that community specific information and reporting is provided for each individual electoral area and participating municipality.

### **Funding**

To assist local governments with meeting the new requirements, the Province is providing a funding program administered by the Union of BC Municipalities. All local governments are eligible to apply. Applications are now being accepted for the 2019 program, the application deadlines are May 31, 2019 and November 29, 2019.

Funding maximums are based on the population of the planning area and are outlined in Table 1. Under the Housing Needs Reports program, eligible costs and activities must be cost-effective and include:

- Development of new or updated housing needs reports (as required by the Local Government Act), including:
  - Project management and coordination;
  - Data collection (from public agencies and/or other data costs), compilation and analysis, not including data made available via the Ministry of Municipal Affairs & Housing for the purpose of developing housing needs reports;
  - Research specific to the development of housing needs reports;
  - Community engagement, such as collaboration with neighbouring local governments and partner organizations, community surveys, and engagement activities;
- Publication of housing needs reports including editing, proofing, graphic design, etc.;
- Presentation of housing needs reports to Council, Board, or Local Trust Committee;
- Consultant costs;
- Incremental staff and administration costs;
- Public information costs; and
- Training and capacity building for local government staff specific to developing housing needs reports.

Funding requests for combined planning areas (municipalities, and/or electoral areas) may be submitted as a single application for eligible, collaborative projects. The total funding request for regional projects cannot exceed \$150,000. To qualify for funding, projects must be capable of completion within one year from the date of funding approval.

**Table 1 - Planning Area Net Population Funding Maximum** (Based on 2016 census of population)

<b>Planning Area</b>	<b>Net Population</b>	<b>Funding Maximum</b>
<b>Fraser Valley A</b>	405	\$15,000
<b>Fraser Valley B</b>	915	\$15,000
<b>Fraser Valley C</b>	1,023	\$15,000
<b>Fraser Valley D</b>	1,529	\$15,000
<b>Fraser Valley E</b>	1,540	\$15,000
<b>Fraser Valley F</b>	1,293	\$15,000
<b>Fraser Valley G</b>	1,776	\$15,000
<b>Fraser Valley H</b>	1,847	\$15,000
<b>Abbotsford, City of</b>	141,397	\$70,000
<b>Chilliwack, City of</b>	83,788	\$50,000
<b>Harrison Hot Springs, Village of</b>	1,468	\$15,000
<b>Hope, District of</b>	6,181	\$20,000
<b>Kent, District of</b>	6,067	\$20,000
<b>Mission, District of</b>	38,883	\$30,000



## **CONCLUSION**

Housing needs reports are a means for the FVRD to better understand the region's current and future housing needs. The report will help identify existing and projected gaps in housing supply and is critical to developing a housing strategy or action plan.

## **COMMENTS BY:**

**Alison Stewart, Manager of Strategic Planning:** Reviewed and Supported

**Stacey Barker, Director of Regional Services:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.

**2018 Legislative Session: 3rd Session, 41st Parliament**  
**THIRD READING**

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The following electronic version is for informational purposes only.  
The printed version remains the official version.

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Certified correct as passed Third Reading on the 14th day of May, 2018  
Craig James, Clerk of the House

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**HONOURABLE SELINA ROBINSON**  
**MINISTER OF MUNICIPAL AFFAIRS AND HOUSING**

**BILL 18 – 2018**  
**LOCAL GOVERNMENT STATUTES**  
**(HOUSING NEEDS REPORTS) AMENDMENT ACT, 2018**

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

**PART 1 – LOCAL GOVERNMENT**

***Local Government Act***

***1 Section 429 of the Local Government Act, S.B.C. 2015, c. 1, is amended by adding the following subsection:***

(2.1) Unless a board is exempted, or is in a class of local governments exempted, under section 585.11 *[application of this Division]*, the board must consider the most recent housing needs report the board received under section 585.31 *[when and how housing needs report must be received]*, and the housing information on which the report is based,

- (a) when developing a regional growth strategy,
- (b) when amending a regional growth strategy in relation to actions proposed under subsection (2) (c) (i) of this section, or
- (c) when considering a regional growth strategy under section 452 (2).

**2 Section 473 is amended by adding the following subsection:**

(2.1) Unless a local government is exempted, or is in a class of local governments exempted, under section 585.11 [*application of this Division*], the local government must consider the most recent housing needs report the local government received under section 585.31 [*when and how housing needs report must be received*], and the housing information on which the report is based,

- (a) when developing an official community plan,
- (b) when amending an official community plan in relation to statements and map designations under subsection (1) (a) of this section, or
- (c) when amending an official community plan in relation to housing policies under subsection (2) of this section.

**3 The following Division is added to Part 14:**

**Division 22 – Housing Needs Reports**

**Definitions for this Division**

**585.1** (1) In this Division:

**"applicable area"** means

- (a) in relation to a municipality, the area of the municipality,
- (b) in relation to a regional district, the electoral areas in the regional district other than an area within the trust area, and
- (c) in relation to the trust, the local trust areas;

**"local government"** includes a local trust committee.

(2) The definitions in section 1 of the *Islands Trust Act* apply for the purposes of this Division.

**Application of this Division**

**585.11** This Division applies to a local government unless the local government

- (a) is exempted by regulation, or
- (b) is in a class of local governments that is exempted by regulation.

**Housing needs reports**

**585.2** A local government must prepare housing needs reports in accordance with this Division.

### **Collection of housing information**

**585.21** (1) Subject to the regulations, a local government must collect information in relation to the demand for and supply of housing for the applicable area of the local government for the purpose of preparing a housing needs report.

(2) For the purpose of subsection (1), a local government must collect the following:

- (a) statistical information about current and projected population;
- (b) statistical information about household income;
- (c) information about significant economic sectors;
- (d) information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;
- (e) any other prescribed information.

### **Content of housing needs report**

**585.3** A housing needs report must

- (a) be in a format prescribed by regulation, if any,
- (b) be based on the information collected under section 585.21, and
- (c) include the following, subject to the regulations, in relation to the applicable area for the local government:
  - (i) for each type of housing unit, the number of housing units required to meet current housing needs;
  - (ii) for each type of housing unit, the number of housing units required to meet anticipated housing needs for at least the next 5 years;
  - (iii) any other prescribed information.

### **When and how housing needs report must be received**

**585.31** (1) A local government must, by resolution, receive housing needs reports in accordance with this section.

- (2) A local government must receive a housing needs report at a meeting that is open to the public.
- (3) A local government must receive
  - (a) the first housing needs report no later than 3 years after the date this section comes into force, and
  - (b) every subsequent housing needs report no later than 5 years after the date that the most recent housing needs report was received.

### **Publication of housing needs report**

**585 . 4** As soon as practicable after a local government receives a housing needs report, the local government must publish the housing needs report on an internet site that is

- (a) maintained by the local government or authorized by the local government to be used for publishing the report, and
- (b) publicly and freely accessible.

### **Regulation-making powers**

**585 . 41** (1) In relation to this Division, the Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*, including regulations respecting any matter for which regulations are contemplated by this Division.

(2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

- (a) for the purposes of section 585.11 [*application of this Division*], exempting a local government or a class of local governments from this Division;
- (b) respecting information that must be collected under section 585.21 [*collection of housing information*], including, without limitation, in relation to the nature, level of detail and type of information that must be collected and prescribing the periods of time for which the information must be collected;
- (c) providing that information collected under section 585.21 may be collected only for parts of an applicable area and specifying those parts;
- (d) prescribing types of housing units;

(e) providing that a housing needs report may include the matters described in section 585.3 (c) [*content of housing needs report*] only for parts of an applicable area and specifying those parts;

(f) prescribing the format of a housing needs report;

(g) prescribing when a housing needs report must be received by a local government if the local government was, but is no longer, exempt under section 585.11.

(3) In addition to any other variation authority that is specifically provided in this Act, a regulation that may be made by the Lieutenant Governor in Council under this section may

(a) establish different classes of local governments, parts of an applicable area, matters, circumstances or other things,

(b) make different provisions, including exceptions, for different classes referred to in paragraph (a), and

(c) make different provisions, including exceptions, for different local governments, parts of an applicable area, matters, circumstances or things.

**4 Section 1 of the Schedule is amended by adding the following definitions:**

**"housing information"** means the housing information collected under section 585.21 [*collection of housing information*];

**"housing needs report"** means a housing needs report within the meaning of Division 22 of Part 14; .

**Vancouver Charter**

**5 Section 2. of the Vancouver Charter, S.B.C. 1953, c. 55, is amended by adding the following definitions:**

**"housing information"** means the housing information collected under section 574.2 [*collection of housing information*];

**"housing needs report"** means a housing needs report within the meaning of Division (6) of Part XXVII; .

**6 The following heading is added before section 559.:**

**Division (1) – Interpretation .**

**7 The following heading is added before section 560.:**



## **Division (2) – Planning and Development .**

### **8 Section 561. is amended by adding the following subsection:**

(3.1) The Council must consider the most recent housing needs report received by the Council under section 574.4, and the housing information on which the report is based,

- (a) when developing a development plan, or
- (b) when amending a development plan in relation to housing policies under subsection (3).

### **9 The heading before section 565. is repealed and the following substituted:**

## **Division (3) – Zoning .**

### **10 The heading before section 572. is repealed and the following substituted:**

## **Division (4) – Board of Variance .**

### **11 The heading before section 574. is repealed and the following substituted:**

## **Division (5) – Advisory Planning Commission .**

### **12 The following Division is added:**

## **Division (6) – Housing Needs Reports**

### **Housing needs reports**

**574 . 1** The Council must prepare housing needs reports in accordance with this Division.

### **Collection of housing information**

**574 . 2** (1) Subject to the regulations, the Council must collect information in relation to the demand for and supply of housing for the city for the purpose of preparing a housing needs report.

- (2) For the purpose of subsection (1), the Council must collect
- (a) statistical information about current and projected population;
  - (b) statistical information about household income;

- (c) information about significant economic sectors;
- (d) information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;
- (e) any other prescribed information.

### **Content of housing needs report**

#### **574.3** A housing needs report must

- (a) be in a format prescribed by regulation, if any,
- (b) be based on the information collected under section 574.2, and
- (c) include the following, subject to the regulations, in relation to the city:
  - (i) for each type of housing unit, the number of housing units required to meet current housing needs;
  - (ii) for each type of housing unit, the number of housing units required to meet anticipated housing needs for at least the next 5 years;
  - (iii) any other prescribed information.

### **When and how housing needs report must be received**

#### **574.4** (1) The Council must, by resolution, receive housing needs reports in accordance with this section.

(2) The Council must receive a housing needs report at a meeting that is open to the public.

(3) The Council must receive

- (a) the first housing needs report, subject to subsection (4), no later than 3 years after the date this section comes into force, and
- (b) every subsequent housing needs report no later than 5 years after the date that the most recent housing needs report was received.

(4) If,

- (a) within one year after this section comes into force, the Council
  - (i) submits a report to the minister that includes the information described in section 574.3 (c), and

(ii) applies in writing to the minister for a determination whether the report under paragraph (a) (i) of this subsection is an acceptable report, and

(b) the minister notifies the Council that the minister considers that the report submitted under paragraph (a) (i) of this subsection is an acceptable report,

that report is the first housing needs report for the purposes of subsection (3) (a) of this section.

### **Publication of housing needs report**

**574 . 5** As soon as practicable after the Council receives a housing needs report, the Council must publish the housing needs report on an internet site that is publicly and freely accessible.

### **Regulations**

**574 . 6** (1) In relation to this Division, the Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*, including regulations respecting any matter for which regulations are contemplated by this Division.

(2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

(a) respecting information that must be collected under section 574.2, including, without limitation, in relation to the nature, level of detail and type of information that must be collected and prescribing the periods of time for which the information must be collected;

(b) prescribing types of housing units;

(c) prescribing the format of a housing needs report.

## **PART 2 – TRANSITIONAL PROVISION**

### **Transition – local government housing needs reports**

**13** (1) In this section:

**"applicable area"** means an applicable area as defined in section 585.1, added to the *Local Government Act* by this Act;

**"housing needs report"** means a housing needs report as defined in section 1 of the Schedule to the *Local Government Act* as amended by this Act;

**"interim housing needs report"** means a report that sets out the following for an applicable area:

- (a) for each type of housing unit, the number of housing units required to meet current housing needs;
- (b) for each type of housing unit, the number of housing units required to meet anticipated housing needs for the next 5 years;
- (c) any other prescribed information;

**"local government"** includes a local trust committee as defined in section 1 of the *Islands Trust Act*;

**"publish"** means publish on an internet site that is

- (a) maintained by the local government or authorized by the local government to be used for this purpose, and
- (b) publicly and freely accessible.

(2) Section 585.31 (3) (a) [*when and how housing needs report must be received*], added to the *Local Government Act* by this Act, does not apply to a local government if one of the following applies:

- (a) on or after January 2, 2018 and before the date this section comes into force, the local government
  - (i) receives, by resolution, or adopts, by bylaw, at a meeting that is open to the public, an interim housing needs report, and
  - (ii) publishes the interim housing needs report;
- (b) the local government
  - (i) substantially starts an interim housing needs report before the date this section comes into force,
  - (ii) receives, by resolution, or adopts, by bylaw, at a meeting that is open to the public, the interim housing needs report no later than one year after the date this section comes into force, and
  - (ii) publishes the interim housing needs report no later than one year after the date this section comes into force;

- (c) within one year after this section comes into force, the local government
- (i) submits an interim housing needs report to the minister,
  - (ii) applies in writing to the minister for a determination whether the interim housing needs report is an accepted report, and
  - (iii) the minister notifies the local government that the minister considers that the interim housing needs report is an acceptable report.

(3) For purposes of section 585.31 (3) (a), added to the *Local Government Act* by this Act, an interim housing needs report of a local government in relation to which

- (a) the local government has taken the actions described in subsection (2) (a) or (b) of this section, or
- (b) the minister has provided notification under subsection (2) (c) of this section

is the first housing needs report.

(4) For the purposes of subsection (2) (b) of this section, the Lieutenant Governor in Council may prescribe criteria that a local government has to meet to establish that it has substantially started an interim report.

(5) The Lieutenant Governor in Council may make regulations for any matter for which regulations are contemplated by this section.

## Commencement

**14** The provisions of this Act referred to in column 1 of the following table come into force as set out in column 2 of the table:

Item	Column 1 <b>Provisions of Act</b>	Column 2 <b>Commencement</b>
1	Anything not elsewhere covered by this table	The date of Royal Assent
2	Sections 1 to 5	By regulation of the Lieutenant Governor in Council
3	Section 8	By regulation of the Lieutenant Governor in Council
4	Sections 12 and 13	By regulation of the Lieutenant Governor in Council

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## Guide to Requirements for Housing Needs Reports

Effective April 16, 2019 provincial requirements require all local governments to complete housing needs reports for their communities by April 2022 and every five years thereafter.

Together, the housing needs reports legislation and regulations specify requirements for:

- **Information Collection** - As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 distinct kinds of data.
- **Report Content** - All housing needs reports are required to contain certain content, based on analysis of the information collected, and a standardized summary form.

This guide is an overview of the requirements in each of these areas.<sup>1</sup>

The requirements related to housing needs reports are detailed in legislation and associated regulations:

- The *Local Government Act* (mainly Part 14) and Housing Needs Reports Regulation.
- *Vancouver Charter*, Section 27 and Vancouver Housing Needs Reports Regulation.

Links to the legislation and regulations, as well as implementation supports for local governments to meet the requirements, are available at:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/policy-and-planning-tools-for-housing/housing-needs-reports>

Local governments who are already working on, or who have recently completed a housing needs report (before April 2019), may be considered to have met the legislated requirement for their first report. Please contact ministry staff about whether these transitional provisions could apply to your local government.

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 250-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

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<sup>1</sup> Note: In the event of discrepancy with this document, the meaning of the legislation and regulations prevails.

## Required Information (Data Collection)

As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 kinds of data about:

- current and projected population;
- household income;
- significant economic sectors; and
- currently available and anticipated housing units.

In the case of a regional district, this information is required for each electoral area to which the report applies (except for electoral areas with a population of less than 100). In the case of the Islands Trust, the information is required for each local trust area.

**Most of the data that local governments are required to collect is provided at:** <https://catalogue.data.gov.bc.ca/group/housing-needs-reports>

The tables below detail each of the required kinds of data, its source and the time frame for which it is required.

Understanding trends is an important part of data analysis. Consequently, local governments are required to collect information on previous as well as current years.

- For data that is available from Statistics Canada, the period for which data will be required will be the previous three Census reports. For other information, the required period will be comparable. Local governments may choose to look further back if information is available.
- Information projections will be required to look at least five years forward.

<b>Population</b> <i>Time Frame: previous 3 Census reports, except marked *</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total population	Statistics Canada Census	Section 3 (1) (a) (i)
Population growth [# and %]	Statistics Canada Census	Section 3 (1) (b)
Age - Average and median age	Statistics Canada Census	Section 3 (1) (a) (ii), (iii)
Age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	Statistics Canada Census	Section 3 (1) (a) (iv)
Mobility – number of non-movers, non-migrants, migrants	Statistics Canada Census	Section 3 (1) (a) (x)
Number of individuals experiencing homelessness* (if available)	Homeless Counts	Section 3 (1) (d)
Number of students enrolled in post-secondary institutions* (if applicable)	AEST	Section 3 (1) (c)

<b>Households</b> <i>Time Frame: previous 3 Census reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of households	Statistics Canada Census	Section 3 (1) (v)
Average household size	Statistics Canada Census	Section 3 (1) (vi)
Breakdown of households by size (1, 2, 3, 4, 5+ people) [# and %]	Statistics Canada Census	Section 3 (1) (vii)
Renter and owner households [# and %]	Statistics Canada Census	Section 3 (1) (viii)
Renter households in subsidized housing [# and %]	Statistics Canada Census	Section 3 (1) (ix)

<b>Anticipated Population</b> <i>Time Frame: next 5 years</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Anticipated population	BC Stats	Section 3 (2) (a)
Anticipated population growth [# and %]	BC Stats	Section 3 (2) (b)
Anticipated age - Average and median age	BC Stats	Section 3 (2) (c), (d)
Anticipated age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	BC Stats	Section 3 (2) (e)

<b>Anticipated Households</b> <i>Time Frame: for next 5 years</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Anticipated number of households	BC Stats	Section 3 (2) (f)
Anticipated average household size (# of people)	BC Stats	Section 3 (2) (g)

<b>Household Income</b> <i>Time Frame: previous 3 Census reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Average and median household income (if available)	Statistics Canada Census	Section 4 (a), (b)
Households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (c)
Renter household income – Average and median (if available)	Statistics Canada Census	Section 4 (f)
Renter households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (d)
Owner household Income – Average and median (if available)	Statistics Canada Census	Section 4 (g)
Owner households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (e)

<b>Economic Sectors &amp; Labour Force</b> <i>Time Frame: previous 3 Census reports. Except for *</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of workers	Statistics Canada Census	Section 5 (a)
Number of workers by industry (North American Industry Classification System – NAICS)	Statistics Canada Census	Section 5 (b)
Unemployment rate and participation rate	Statistics Canada Census	Section 7 (b), (c)
Commuting destination* (within census subdivision; to different census subdivision; to different census division; to another Province/Territory)	Statistics Canada Census	Section 7 (d), (e), (f), (g)

<b>Housing Units – Currently occupied/available</b>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of housing units	Statistics Canada Census	Section 6 (1) (a)
Breakdown by structural type of units [# and %]	Statistics Canada Census	Section 6 (1) (b)
Breakdown by size – # of units with 0 bedrooms (bachelor); 1 bedroom; 2 bedrooms; 3+ bedrooms	Statistics Canada Census	Section 6 (1) (c)
Breakdown by date built (pre-1960; 1961-80; 1981-90; 1991-00; 2001-10; 2011-16; 2017) [# and %]	Statistics Canada Census	Section 6 (1) (d)
Number of housing units that are subsidized housing	BC Housing/ BCNPHA <sup>2</sup>	Section 6 (1) (e)
Rental vacancy rate – overall and for each type of unit (if available)	CMHC	Section 6 (1) (i), (j)
Number of primary and secondary rental units (if available)	CMHC, Various	Section 6 (1) (k) (i), (ii)
Number of short-term rental units (if available)	Various	Section 6 (1) (k) (iii)
Number of units in cooperative housing (if applicable)	Coop Housing Federation of BC	Section 6 (1) (l)
Number of Post-secondary housing (number of beds) (if applicable)	AEST	Section 6 (1) (o)
Shelter beds and housing units for people experiencing or at risk of homelessness (if applicable)	BC Housing	Section 6 (1) (p)

<sup>2</sup> BCNPHA: BC Non-profit Housing Association

Housing Units – Change in housing stocks (past 10 years)	Source of Data	Housing Needs Report Regulation
Demolished - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (m) (i), (ii), (iii), (iv)
Substantially completed - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (n) (i), (ii), (iii), (iv)
Registered new homes - overall and breakdown for each structural type and for purpose-built rental	BC Housing	Section 6 (3) (a), (b), (c)

Housing Values <i>Time Frame: 2005 onward for first report; past 10 years for subsequent reports</i>	Source of Data	Housing Needs Report Regulation
Assessed values - Average and median for all units	BC Assessment	Section 6 (1) (f) (i)
Assessed values - Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (f) (ii)
Assessed values - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (f) (iii)
Sale Prices – Average and median for all units and for each structural type	BC Assessment	Section 6 (1) (g) (i)
Sale Prices – Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (g) (ii)
Sale Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (g) (iii)
Rental Prices – Average and median for all units and for unit size (# of bedrooms) (if available)	CMHC	Section 6 (1) (h) (i)
Rental Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	CMHC	Section 6 (1) (h) (ii)

Households in Core Housing Needs <i>Time Frame: previous 3 Census reports</i>	Source of Data	Housing Needs Report Regulation
Affordability – households spending 30%+ of income on shelter costs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (i)
Affordability – households spending 30%+ of income on shelter costs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (ii)
Adequacy – households in dwellings requiring major repairs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (iii)
Adequacy – households in dwellings requiring major repairs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (iv)
Suitability – households in overcrowded dwellings (overall # and % of households)	Statistics Canada Census	Section 7 (a) (v)
Suitability – households in overcrowded dwellings (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (vi)

### Required Content for Housing Needs Reports

All housing needs reports are required to contain the following content, based on analysis of the information collected. In the case of a regional district, this content is required for every electoral area to which the report applies. In the case of the Islands Trust, the content is required for each local trust area to which the report applies.

- The number of housing units required to meet current housing and anticipated housing needs for at least the next five years, by housing type.
- Statements about key areas of local need.
- The number and percentage of households in core housing need and extreme core housing need.
- A standardized summary form.

Note that a regional district *does not need* to include the following content for electoral areas with a population of less than 100.

Housing units required – Current and Anticipated (in 5 years)	Legislation
Number of units needed by “type” (unit size): 0 bedrooms (bachelor); 1 bedrooms; 2 bedrooms; and 3+ bedrooms	LGA: 585.3 (c) (i), (ii); VC: 574.3 (c) (i), (ii)

Households in core housing need <i>Time frame: previous 3 Census reports</i>	Housing Needs Reports Regulation
Core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (i), (ii)
Extreme core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (iii), (iv)

Statements about key areas of local need	Housing Needs Reports Regulation
<ul style="list-style-type: none"> <li>• Affordable housing</li> <li>• Rental housing</li> <li>• Special needs housing</li> <li>• Housing for seniors</li> <li>• Housing for families</li> <li>• Shelters for individuals experiencing homelessness and housing for individuals at risk of homelessness</li> </ul>	Section 8 (1) (b) (i), (ii), (iii), (iv), (v), (vi)



Summary Form	Housing Needs Reports Regulation
<ul style="list-style-type: none"> <li>• Key contextual information (e.g. location, population, median age, unemployment rate, etc.)</li> <li>• Summary of all the required content (tables above)</li> <li>• Summary of housing policies in OCPs and RGSs (if available)</li> <li>• Summary of community consultation, and consultation with First Nations, other local governments and agencies.</li> <li>• Other key housing issues or needs not identified in the required content.</li> </ul>	Section 8 (1) (c)

For more information, please contact ministry staff:

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 250-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)



The following are some highlights of Fraser Basin Council work in the Fraser Valley this year.

#### Lower Mainland Flood Management Strategy – LMFMS

- **Online Atlas** – The atlas is complete and will be launched to the public in May 2019.
- **Digital Elevation Model** – A LiDAR survey is complete, and the data will be processed and be made available for integration into the DEM and the flood model in the near future.
- **Flood Modelling and Mapping Tool** – This project is complete. The report, a series of maps, animations and other models that show different outcomes of various river flows and ocean levels, dike breaches and flood mitigation should be available in the coming weeks.
- **Flood Forum** – This event is reset for October 2019. Currently FBC is developing a web platform that will showcase a series of videos on flood hazards and flood risk reduction, flood strategy details and data to Lower Mainland communities about flood risk reduction, and other educational material.
- **Orphan dikes** – The field assessment report for three additional structures in the Chilliwack River valley, quality control and assurance of fieldwork is done. Work continues on hydrology and hydraulics assessment, design and cost estimates for dike upgrades, as well as assessing consequences of orphan dikes failure.
- **Seismic review of orphan dikes** – The RFP for geotechnical investigations of dikes is closed – the next step is to select contractors to start the fieldwork in the spring/summer.
- **Leadership committee** – FBC program staff have met with the committee members from each of the four orders of government and the transportation sector to explore their perspectives on funding and governance arrangements. A meeting of the full Leadership Committee will follow later in the spring.
- **Provincial flood strategy initiative** – The Province of B.C. has retained FBC until 2021 to undertake a series of investigations to inform and support flood strategies across the province.

#### Cultus Lake Aquatic Stewards (CLASS)

- CLASS provided 10 volunteers to assist FVRD Area H director Taryn Dixon and the Cultus Lake Park goose management committee with a Canada goose count April 6. Total counted were 30 adult birds, surprisingly low. This is the first in a series of counts planned for the year to gather data on geese at Cultus Lake.
- Kathy Ma of the Fraser Valley Invasive Species Society and CLASS hosted an invasive plant workshop on May 11, 2019, drawing 14 people from Columbia Valley, Langley and Cultus Lake. Kathy discussed the costly impact of invasive species, reported on FVISS work on yellow flag iris, wild chervil, Japanese knotweed, and quagga mussel prevention, with reports on Eurasian water milfoil, and small mouth bass (now found in Cultus Lake). She took the group to see work in progress, and to point out invasive plants.
- CLASS was awarded several Clean, Drain and Dry signs from Invasive Species Council of BC to post at area lakes.

#### Abbotsford Earth Day

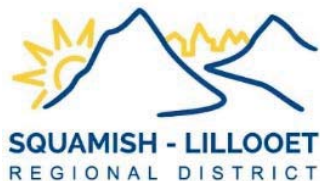
Despite a brief interlude with rain and hail, the 2019 Abbotsford Earth Day held April 27 drew about 250 people to visit two dozen booths at Mill Lake Park. The event featured mason bees, rainwater tanks, the use of local plants instead of invasive species, bike tune-ups, and a kids' playground made with every day objects. There were ENGOS highlighting local species and projects, and The Reach's Stoney Creek community map project. Abbotsford had a strong presence with recycling advisors, the Abbotsford-Mission Recycling, and Tourism Abbotsford. Net Zero Waste gave out free compost made from city organic waste. FVRD and Emotive/ Plug-In BC had several electric cars on display, along with their owners and staff, who were kept busy answering questions about e-cars and rebates.

#### 2020 Adaptation Canada Conference in Vancouver

FBC staff members continue to prepare for the Feb 19-21, 2020 conference sponsored by Adaptation Canada 2020 and Natural Resources Canada. Adaptation leaders from diverse sectors will discuss ways to build climate change resilience in communities and ecosystems. The event is of interest all orders of government: FVRD directors who wish conference updates can sign up at [www.fraserbasin.bc.ca/AdaptationCanada2020.html](http://www.fraserbasin.bc.ca/AdaptationCanada2020.html)

For more information, please contact:

Christina Toth at 604-864-9295, [ctoth@fraserbasin.bc.ca](mailto:ctoth@fraserbasin.bc.ca) | Bob Purdy at 604-488-5355, [bpurdy@fraserbasin.bc.ca](mailto:bpurdy@fraserbasin.bc.ca)



# Squamish-Lillooet Regional District Update

## April 2019

*Updates from the Squamish-Lillooet Regional District Board and Committee meetings of April 2019*

**Note from Chair Rainbow:** Renovations at Hilltop House next to Squamish General Hospital are almost complete and the new Hospice will open soon. This is a long awaited and welcome addition to health care services in the Sea to Sky Corridor and congratulations should go to the many volunteers who made this possible. We at the SLRD are pleased to announce that we have approved a grant to the Hospice Society to fund the garden areas around the hospice to provide a quiet, tranquil place for patients and their families to sit and relax. These funds are from rural Areas C and D which extend from Mt. Currie in the north to Porteau Road in the south and serve to underline the fact that the Hospice is there for all of our residents in their time of need.

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### SLRD Board Tour

A Northern Tour has been scheduled for the July 24 and 25, 2019 Board / Committee of the Whole meeting with Day 1 (July 24, 2019) to be spent in the Lillooet / Ts'kw'aylaxw area and Day 2 (July 25, 2019) to be spent in the Gold Bridge area.

### Bylaws

The following bylaws were adopted to establish a service for the purpose of operating and maintaining debris flood works (Geobrug Debris Flood Net) on Britannia Creek:

- Squamish-Lillooet Regional District Britannia Creek Debris Flood Works, Town Center, Operations and Maintenance Service Establishing Bylaw No. 1600-2018
- Squamish-Lillooet Regional District Britannia Creek Debris Flood Works Operations and Maintenance Service Establishing Bylaw No. 1601-2018

The following bylaws regarding the Britannia Oceanfront Developments Corporations - Rezoning and OCP Amendment to address the proposed application changes by the Britannia Beach Oceanfront Developments Corporation pertaining to their rezoning application for a new development on land located at the entry to Britannia Beach North at Copper Drive and Highway 99 were read a third time:

- Electoral Area D Official Community Plan Bylaw No.1135-2013, Amendment Bylaw No. 1555-2018
- Squamish-Lillooet Regional District Electoral Area D Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1556-2018

Squamish-Lillooet Regional District Electoral Area D Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1610-2018 regarding amendments to short-term rentals and Bed & Breakfast zoning in Area D was read a third time and referred to the Ministry of Transportation and Infrastructure prior to adoption.

Squamish-Lillooet Regional District Area C Zoning Bylaw No. 765, 2002, Amendment Bylaw No. 1633-2019 for a private communications site on Faceless Mountain was introduced and given first reading, and referred out for comment.

### Temporary Use Permit #64 Work Camp - Britannia Beach South, Electoral Area D

Staff will proceed with a review of the application for Temporary Use Permit #64 for a 500 to 550 person temporary workforce accommodation complex at South Britannia Beach - this matter will not be brought back to the Board for consideration by the Board until such time that the Provincial Government has provided their decision as to whether the existing Environmental Assessment Certificates in respect of the Woodfibre LNG and Fortis BC projects (the "Projects") require amendments to incorporate a review of the proposed work camp concept for the Projects.

### WedgeWoods Development Expansion

28165 Yukon Inc. was given permission to submit a rezoning application for a WedgeWoods Development Expansion regarding market and non-market housing units.

### SLRD Regional Growth Strategy Annual Report

The Board accepted the annual update report on Regional Growth Strategy (RGS) activities associated with the RGS over the past year.

### **National Missing Children's Month (May) and Missing Children's Day (May 25th)**

The Squamish-Lillooet Regional District proclaimed May as Child Find's Green Ribbon of Hope month and May 25th as Missing Children's day in the Squamish-Lillooet Regional District.

### **Electoral Area C Agricultural Advisory Committee**

Olivia Kester was appointed as the eighth member of the Electoral Area C Agricultural Advisory Committee.

### **GRANTS IN AID**

#### **The following was granted from Area A Northern Area BC Hydro Payment In Lieu of Taxes (PILT) Funds Reserve:**

- \$5,000 to the Bralorne Pioneer Museum Society to assist with 2019 operational expenses.

#### **The following was granted from Area B Northern Area BC Hydro Payment In Lieu of Taxes (PILT) Funds Reserve:**

- \$7,500 to the Yalakom Ecological Society and Yalakom Valley Community Society for the continuation of the Buck Creek Ecosystem-Based Conservation Plan Pilot Project Phase 3 to carry out the Implementation and Monitoring.

#### **The following were granted from Area C Amenity Funds:**

- \$21,000 towards landscaping and garden costs at the Squamish Hospice, with the requirement that a plaque be placed in the garden to acknowledge the funding.
- \$5,000 to the Cedar Grove Estates Strata Council (Cedar Grove) towards the cost to implement Cedar Grove's Interface Wildfire Mitigation Plan and assist with this important safety initiative that will provide great benefit to not only Cedar Grove, but also to all adjacent properties as well as local and provincial firefighting agencies.
- \$5,000 to the Ponderosa Strata Community to continue mitigation activities to protect the Ponderosa community, neighbours and BC Hydro infrastructure.

### **The following was granted from Area C Community Works Gas Tax Funds:**

- \$500,000 to the Pemberton and District Recreation Service for the natural grass soccer field on the Village of Pemberton's Recreation Lands at 7366 Pemberton Farm Road East.
- \$370,000 [and/or from Area C Amenity Funds] to the Village of Pemberton (VOP) regarding VOP's grant application for a Community, Culture and Recreation Infrastructure Funding grant for a second natural grass soccer field and amenity building on the VOP's Recreation Lands at 7366 Pemberton Farm Road East in the amount of \$3,098,489 ("Grant Application"), subject to the VOP's Grant Application as submitted being successful.

### **The following was granted from Area D Amenity Funds:**

- \$21,000 towards landscaping and garden costs at the Squamish Hospice, with the requirement that a plaque be placed in the garden to acknowledge the funding.

### **The following were granted from the Pemberton & District Community Fund:**

- \$2,500 to Pemberton & District Chamber of Commerce and the Rotary Club of Pemberton in the form of a Gold Sponsorship for their 14th annual golf tournament joint fundraiser event to be held at Big Sky Golf Club on Friday, June 7, 2019.
- \$2,000 to the Spud Valley Nordic Association towards the purchase of a snowmobile for trail grooming purposes for their children's Jackrabbit Ski Program.
- \$1,500 to the BC SPCA Sea to Sky Branch towards veterinarian costs of their Spay and Neuter Assistance Program (SNAP) to reduce costs to low income families from SLRD Electoral Area C and Village of Pemberton residents for the sterilization of their pets.

**The following were granted from Area A Select Funds:**

- \$5,250 to the Bridge River Valley Community Association for a grant writer for Area A.
- \$4,300 to the Bridge River Valley Community Association - Valley Wide Training Committee to assist with the delivery of the 2019 Training Courses towards Emergency Preparedness for the Bridge River Valley.
- \$1,500 to the Gold Bridge Community Club (GBCC) towards the purchase of new lighting for the GBCC gym and/or new benches for each tee-off on the GBCC golf course.

**The following were granted from Area B Select Funds:**

- \$2,000 (Juniper Sponsorship) to the Cayoose Creek Indian Band, on behalf of the community of Sekw'el'was, towards the costs of putting on the 2019 Annual St'át'imc Declaration Gathering "Together is Better" event to be held on May 10, 11 and 12, 2019.
- \$1,250 to the Bridge River Valley Community Association for a grant writer for Area B.
- \$1,150 to the District of Lillooet Recreation, Education and Cultural (REC) Centre to support the REC Centre's funding application to Farm Credit Canada - AgriSpirit Fund for \$25,000, to upgrade the sound system and improve sound attenuation in the REC Centre Gymnasium.

**The following were granted from Area C Select Funds:**

- \$12,437.50 to the Pemberton Off Road Cycling Association (PORCA), matching the Village of Pemberton Community Initiative & Opportunities Fund contribution, over a period of 3 years (2019 \$5,922.50 - 25% of position; 2020 \$4,145.00 - 17.5% of position; 2021 \$2,370.00 - 10% of position) towards hiring an Executive Director to continue to deliver and grow community events and build future programs.
- \$2,500 to Tourism Pemberton, on behalf of Slow Food Cycle Sunday, in the form of a Gold Sponsorship, towards the costs associated with organizing the 2019 Slow Food Cycle Sunday to take place on August 18, 2019.

**The following was granted from Area D Select Funds:**

- \$250 to the Paradise Valley Leaseholders Association for the C-Dar Lodge in Paradise Valley rental fee to hold a general meeting to discuss community related issues.