

FRASER VALLEY REGIONAL DISTRICT



ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING AGENDA

Tuesday, December 10, 2019

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Pages

1. CALL TO ORDER by Acting Chief Administrative Officer
2. ELECTION OF ELECTORAL AREA SERVICES COMMITTEE CHAIR by Acting Chief Administrative Officer 7 - 8

Section 5.4.7 of Board and Committee Procedures Bylaw No. 1305, 2015 states: "*The Chair and Vice Chair of the Electoral Area Services Committee shall be elected in accordance with Section 4.10.*"

- Procedural Rules - Section 4.10 of Board and Committee Procedures Bylaw No. 1305, 2015

3. ELECTION OF ELECTORAL AREA SERVICES COMMITTEE VICE CHAIR by Acting Chief Administrative Officer
4. REMARKS BY ELECTORAL AREA SERVICES COMMITTEE CHAIR
5. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING
6. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of December 10, 2019 be approved;

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

7. DELEGATIONS AND PRESENTATIONS

7.1 Mike Thomas and Kerri-Ann Thomas, Tanex Consulting

Electoral Area Connectivity

8. MINUTES/MATTERS ARISING

8.1 Draft Electoral Area Services Committee Meeting Minutes - November 14, 2019 9 - 20

MOTION FOR CONSIDERATION

THAT the Minutes of the Electoral Area Services Committee Open Meeting of November 14, 2019 be adopted.

9. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

9.1 Zoning Bylaw Enforcement (Proposed by Director Davidson)

MOTION FOR CONSIDERATION

THAT staff be directed to report to the Electoral Area Services Committee as to when zoning bylaws will be enforced in relation to contraventions arising from aggregate processing operations.

10. CORPORATE ADMINISTRATION

10.1 2020 FVRD Board and Committee Meeting Schedule 21 - 23

- Corporate report dated December 10, 2019 from Jaime Reilly, Acting Director of Corporate Affairs
- 2020 FVRD Board and Committee Meeting Schedule

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board adopt the proposed 2020 FVRD Board and Committee Meeting Schedule.

11. FINANCE

11.1 Grant-In-Aid Request – Yale & District Ratepayers Association, Electoral Area “B” 24 - 27

- Corporate report dated December 10, 2019 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Yale and District Ratepayers Association

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,350 to the Yale & District Ratepayers Association, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help with the costs of a major cleanup of the community centre.

11.2 FVRD Area A Garbage Disposal Service Area Establishment Amendment Bylaw No. 1553, 2019 28 - 31

- Corporate report dated December 10, 2019 from Mike Veenbaas,

Director of Financial Services

- Draft Bylaw No. 1553, 2019

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1553, 2019*.

11.3 FVRD Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1554, 2019, Electoral Area "A" 32 - 35

- Corporate report dated December 10, 2019 from Mike Veenbaas, Director of Financial Services
- Draft Bylaw No. 1554, 2019

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1554, 2019*.

11.4 FVRD Boston Bar Street Lighting Service Conversion and Amendment Bylaw No. 1557, 2019, Electoral Area "A" 36 - 40

- Corporate report dated December 10, 2019 from Mike Veenbaas, Director of Financial Services
- Draft Bylaw No. 1557, 2019

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019*.

11.5 FVRD Security Issuing Bylaw No. 1558, 2019 – Hatzic Prairie Water Capital Construction 41 - 46

- Corporate report dated December 10, 2019 from Mike Veenbaas, Director of Financial Services
- Draft Bylaw No. 1558, 2019

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving the bylaw cited as *Fraser Valley Regional District Security Issuing Bylaw No. 1558, 2019* three readings and adoption

11.6 2020-2024 Electoral Area Wide Services – DRAFT Financial Plan 47 - 57

- Corporate report dated December 10, 2019 from Mike Veenbaas, Director of Financial Services

- Summary of EA Wide Services Requisition
- 2020 Emergency Services Position Request

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee direct Staff to include the presented EA Area Wide Service's Financial Plans, along with feedback received by EASC, in the 2020-2024 Financial Plan Bylaw that the Regional Board will consider at its January 2020 meeting.

12. ENGINEERING & UTILITIES

No Items.

13. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

13.1 Development Application Fees Bylaw Update

58 - 73

- Corporate report dated December 10, 2019 from Robin Beukens, Planner 1
- Attachment 1: Draft Bylaw No. 1560, 2019
- Attachment 2: Estimated Costs Per Application Type
- Attachment 3: Planning Fees Comparison

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as the "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*".

13.2 Hemlock Valley Official Community Plan Review – Process Update

74 - 258

FOR INFORMATION ONLY

- Corporate report dated December 10, 2019 from katelyn Hipwell, Planner II
- Hemlock Valley Official Community Plan
- Hemlock Valley Neighbouring Plan Terms of Reference
- Hemlock Valley Neighbourhood Plan

13.3 The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws

259 - 285

- Corporate report dated September 10, 2019 from Graham Daneluz, Deputy Director of Planning and Development
- Presentation

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites;

AND THAT the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

AND FURTHER THAT staff be directed to prepare, for consideration by the FVRD Board, a policy to: 1) focus Soil Removal service resources on implementation of *FVRD Commercial Gravel Operations Bylaw No. 1181*; and, 2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with *Bylaw No. 1181*.

14. ELECTORAL AREA EMERGENCY SERVICES

No Items.

15. OTHER MATTERS

No Items.

16. ADDENDA ITEMS/LATE ITEMS

17. REPORTS BY STAFF

18. REPORTS BY ELECTORAL AREA DIRECTORS

19. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

20. RESOLUTION TO CLOSE MEETING

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 with 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(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; and
- Section 90(2)(d) of the *Community Charter* - a matter that, under another enactment, is such that the public must be excluded from the meeting.

R E C E S S

21. **RECONVENE OPEN MEETING**
22. **RISE AND REPORT OUT OF CLOSED MEETING**
23. **ADJOURNMENT**

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee Open Meeting of December 10, 2019 be adjourned.

EXCERPT FROM BOARD AND COMMITTEE PROCEDURES BYLAW NO. 1305, 2015

4.10 Elections of the Board Chair and Vice Chair

- 4.10.1 The election of the Chair and Vice-Chair from among the Fraser Valley Regional District Board members will be conducted at the inaugural meeting of the Board following the procedures set out in this section.
- 4.10.2 The call for nominations for the office of Board Chair and Vice Chair shall be conducted by the person responsible for corporate administration or designate.
- 4.10.3 Nominees for the office of Board Chair or Vice Chair must be made by a third party. For greater certainty, a Board Member may not nominate himself or herself for the position of Board Chair or Vice Chair.
- 4.10.4 Nominees must consent to be nominated and to stand for election to office as Board Chair or Vice Chair. A nominee may be nominated in absentia by agreeing in writing to the nomination.
- 4.10.5 The person responsible for corporate administration shall call first for nominations for Board Chair, and shall then call for nominations for Board Chair a second and third time.
- 4.10.6 If only one nominee for Board Chair is nominated for the office of Board Chair that person is declared elected by acclamation by the person responsible for corporate administration or designate.
- 4.10.7 If more than one nominee is nominated for the office of Board Chair, then an election by voting must be held, and voting must be conducted by secret ballot.
- 4.10.8 Prior to the vote being conducted, persons running for office of Board Chair shall be afforded the opportunity to address the Board for one (1) minute prior to the vote on the first ballot being taken.
- 4.10.9 If there is a tie vote between two or more persons with the most votes, the persons who are tied remain in the election for office of Board Chair, and the person responsible for corporate administration or designate, must continue to conduct votes to break the tie until a person emerges with the most votes who shall then be declared to office by the person responsible for corporate administration or designate.

- 4.10.10 Prior to a subsequent ballot(s) being voted upon for Board Chair, persons who are tied shall be afforded the opportunity to address the Board for one additional one (1) minute followed by a (10) ten minute recess between each vote where more than one vote is required.
- 4.10.11 In the case of an election by voting, the counting of ballots will be conducted by the person responsible for corporate administration or designate, together with the person responsible for financial administration or delegate. The outcome of the ballot count will be announced to the Board by the corporate officer responsible for corporate administration or designate. For greater certainty the person with the most votes will be declared to office.
- 4.10.12 Immediately after the person with the most votes has been declared to office, the ballots must be destroyed by the person responsible for corporate administration or designate. For greater clarity, a Board resolution to destroy the ballots is not required.
- 4.10.13 The election for Vice Chair of the Board shall be undertaken in the same manner as the election for Board Chair.

FRASER VALLEY REGIONAL DISTRICT

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING MINUTES

Thursday, November 14, 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 Dennis Adamson, Electoral Area B
Director Wendy Bales, Electoral Area C
Director Orion Engar, Electoral Area E
Director Hugh Davidson, Electoral Area F
Director Al Stobbart, Electoral Area G
Director Taryn Dixon, Electoral Area H

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer
Mike Veenbaas, Director of Financial Services/Chief Financial Officer
Jaime Reilly, Acting Director of Corporate Affairs/Corporate Officer
Suzanne Gresham, Director of Corporate Initiatives
Tareq Islam, Director of Engineering & Community Services
Milly Marshall, Director of EA Special Projects
Graham Daneluz, Director of Planning & Development
Dave Roblin, Manager of Operations
Reg Dyck, Manager of Electoral Area Emergency Services
Tarina Colledge, Emergency Management Specialist
Louise Hinton, Bylaw Compliance and Enforcement Officer
David Bennett, Planner II
Matthew Fang, Network Analyst I
Amanda Molloy, Executive Assistant to CAO and Board
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

Also Present: Alt. Director Diane Rodrigue, Electoral Area C

1. CALL TO ORDER

Chair Dickey called the meeting to order at 1:30 p.m. Chair Dickey congratulated Graham Daneluz in his new position as Director of Planning and Development.

2. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING

The Chair provided the Committee with a brief summary of the November 14, 2019 Regional and Corporate Services Committee meeting, highlighting the staff presentation on the '*Job Creation Partnership Program Project Summary*', web streaming of Regional and Corporate Services Committee meetings and FVRD's 2019 Mosquito Control Program.

3. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND

Seconded By STOBART

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of November 14, 2019 be approved;

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

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 "Bylaw Corner"

Louise Hilton, Bylaw, Compliance and Enforcement Officer provided a presentation entitled '*Bylaw Enforcement Corner*' and spoke to the success of the Bylaw Enforcement Department in particular to the '*Section 57 Notice on Title Project*', noting that 22 Notices on Title have been registered since March 2018 and that some of these files date back 15-20 years. She reported due to the complex nature of these files it often makes it incredibly challenging to find solutions. Ms. Hilton noted that having the *Community Charter* provide an enforcement tool like Section 57 Notice on Title has been very helpful in bringing bylaw files into compliance.

In response to the reason for the backlog, staff reported that the files are incredibly difficult to resolve and also due to lack of staff resources.

5. MINUTES/MATTERS ARISING

5.1 Draft Electoral Area Services Committee Meeting Minutes - October 8, 2019

Moved By DAVIDSON
Seconded By STOBART

THAT the Minutes of the Electoral Area Services Committee Open Meeting of October 8, 2019 be adopted.

CARRIED

6. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

6.1 Out of Mandate Request

Staff reported that the FVRD has an Out of Mandate Policy and noted that such requests need to be considered by the Electoral Area Services Committee.

Director Dixon voiced safety concerns with respect to the inadequate enforcement of regulation of cannabis edibles, specifically to avoid edibles being appealing to children.

Moved By DIXON
Seconded By ENGAR

THAT the Electoral Area Services Committee consider an Out of Mandate request regarding the preparation of a letter from the FVRD Board to the Cannabis Legalization and Regulation Secretariat with respect to enforcement of regulation of cannabis edibles.

CARRIED

7. CORPORATE ADMINISTRATION

7.1 Video Web Streaming of Electoral Area Services Committee meetings

Moved By DAVIDSON
Seconded By STOBART

THAT the Electoral Area Services Committee approve the addition of video web streaming for Electoral Area Services Committee meetings.

CARRIED

It was noted that web streaming would allow the FVRD to reach a broader audience. Board members who are not members of the Electoral Area Services Committee would also benefit from the presentations from delegations and discussions that take place during the meeting.

7.2 Electoral Area B Economic Development Service Area Establishment Bylaw No. 1550, 2019

Moved By ADAMSON

Seconded By DIXON

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Electoral Area B Economic Development Service Area Establishment Bylaw No. 1550, 2019*.

CARRIED

8. FINANCE

8.1 Grant-In-Aid Request – Sunshine Valley Ratepayers Association, Electoral Area “B”

Moved By ADAMSON

Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,550 to the Sunshine Valley Ratepayers Association, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help offset the costs of training for new volunteer Board members to help them understand their roles and responsibilities.

CARRIED

8.2 Grant-In-Aid Request – Deroche Elementary School PAC, Electoral Area “C”

Moved By BALES

Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Deroche Elementary School PAC, funded from the 2019 Electoral Area “C” grant-in-aid budget, to help offset the costs of field trips, hot lunches, community cultural celebrations, and a guest speaker on the topic of bullying.

CARRIED

8.3 Grant-In-Aid Request – Popkum Volunteer Fire Department, Electoral Area “D”

Moved By RAYMOND
Seconded By STOBART

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Popkum Volunteer Fire Department in the amount of \$500 to be funded from the 2019 Electoral Area “D” grant-in-aid budget to assist with the costs of the fire department’s annual end of year service recognition event.

CARRIED

8.4 Grant-In-Aid Request – Popkum Ratepayers Association, Electoral Area “D”

Moved By RAYMOND
Seconded By STOBART

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Popkum Ratepayers Association in the amount of \$650.49 to be funded from the 2019 Electoral Area “D” grant-in-aid budget to assist with the costs of purchasing a laptop for keeping meeting minutes.

CARRIED

8.5 Grant-In-Aid Request – Hatzic Prairie Recreation Commission, Electoral Area “F”

Moved By DAVIDSON
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$4,000 to the Hatzic Prairie Recreation Commission to assist with the costs of the electrical system for the Hatzic Prairie Community Hall, to be funded from the Electoral Area “F” grant-in-aid budget.

CARRIED

8.6 Grant-In-Aid Request – Columbia Valley Volunteer Fire Department, Electoral Area “H”

Moved By DIXON
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Columbia Valley Volunteer Fire Department with the grant being funded from the Electoral Area “H” grant-in-aid budget and being used to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

CARRIED

8.7 Grant-In-Aid Request – Cultus Lake Volunteer Fire Department, 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 \$1,000 to the Cultus Lake Valley Volunteer Fire Department with the grant being funded from the Electoral Area “H” grant-in-aid budget and being used to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

CARRIED

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

Moved By DIXON

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 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 community Christmas event.

CARRIED

8.9 Deroche Water Service Amendment Bylaw - Requisition

Moved By STOBART

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1551, 2019*.

CARRIED

8.10 Yale Water System Service Establishment Amendment - Requisition

Moved By ADAMSON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1552, 2019*.

CARRIED

9. ENGINEERING & UTILITIES

9.1 Memorandum of Understanding (MOU) between FVRD and BC Parks on Cultus Lake North and South Sewer Systems

Moved By DIXON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board authorize its signatories to enter into a Memorandum of Understanding (MOU) between FVRD and BC Parks with respect to the Cultus Lake North and South Sewer Systems.

CARRIED

In response to operations cost for this sewer service, staff reported that this is a service area model, and that BC Parks will pay their portion of the costs.

10. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

10.1 Application for Development Variance Permit 2019-29 to reduce the interior side setback for an accessory building at 46594 Chilliwack Lake Road, Electoral Area "E"

Moved By ENGAR

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-29 for 46594 Chilliwack Lake Road, to reduce the side setback from 7.6 metres (25 feet) to 1.0 metres (3.3 feet), clear to sky, to authorize existing additions to an accessory building, subject to consideration of any comments or concerns raised by the public

AND THAT the Fraser Valley Regional District authorize its signatories to execute all legal instruments associated with this application.

CARRIED

In response to a question raised, staff confirmed that the owner has offered a restrictive covenant which will limit the use of the building to accessory residential and noted that to date no response has been received from the neighbours.

10.2 Development Servicing Covenant associated with the Subdivision Boundary Adjustment proposal for Lot 20 Thompson Road, Electoral Area “D” and 51995 Nevin Road City of Chilliwack

Moved By STOBART

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board authorize its signatories to execute a development servicing covenant relating to Subdivision File 3320-20-2018-02238 – two lot boundary adjustment of Lot 20, Thompson Road, Electoral Area “D”.

CARRIED

In response on whether cross jurisdictional boundaries would be considered in the future, staff reported that they will come back with some suggestions to amend our policies and regulations for the Committee’s consideration to address challenges relating to cross-jurisdictional boundary.

10.3 Cash-in-lieu of Park dedication for proposed subdivision of 3636 Columbia Valley Road, Electoral Area “H”

Moved By DIXON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board accept the offer of \$42,400.00 for the construction and maintenance and operation of the Cultus Lakeside Trail, subdivision file 3320-20-2017-07445, 3636 Columbia Valley Road, Electoral Area “H”.

CARRIED

10.4 Hemlock Valley Road Upgrades – Request for FVRD Support

Moved By BALES

Seconded By STOBART

THAT the Fraser Valley Regional District Board indicate support for Sasquatch Mountain Resort in their pursuit of additional funding from Provincial and Federal levels of government for necessary paving upgrades to Hemlock Valley Road;

AND FURTHER THAT the Fraser Valley Regional District Board recognize the importance of Hemlock Valley Road, the only access to the resort community of Hemlock Valley, as vital infrastructure intrinsically tied to the success of the local tourism economy.

CARRIED

11. ELECTORAL AREA EMERGENCY SERVICES

11.1 Electoral Area Emergency Services Structural Firefighting Personal Protective Equipment Proposal

Moved By ADAMSON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board award RFP-19011 for the purchase of sixty sets of turn out gear (coats and pants) to Associated Fire Safety Group at a cost of \$138,492.00 plus applicable taxes over a three year period for Electoral Area Fire Department members.

CARRIED

12. OTHER MATTERS

12.1 Electoral Area Connectivity – Connected Communities Initiative

Moved By DAVIDSON

Seconded By ENGAR

THAT in view of the information surrounding the Ministry of Citizens' Services Connected Communities initiative made available through the 2019 UBCM Convention, the FVRD Board authorize up to \$50,000 for a cellular and internet connectivity assessment for Electoral Areas A, B, C, D, E, G and H;

AND THAT staff be directed to work with each individual Electoral Area Director to determine the funding model for their individual Electoral Areas.

CARRIED

Staff reported that at the meeting with the Minister of Citizens' Services at the recent UBCM Conference, it was made very clear that for any project to get any chance of success, it was the Ministry's recommendation that the FVRD present one plan for the region and that all eight Electoral Area Directors support it. It was noted that staff will work with each Electoral Area Director to define the needs of each individual electoral area.

Discussion ensued and staff pointed out that the existing difficulty in applying for funding for improved connectivity is that there is no identified or direction provided for the internet service provider.

13. ADDENDA ITEMS/LATE ITEMS

None

14. REPORTS BY STAFF

None

15. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported on a community meeting with the Province regarding the SXTA First Nations treaty, homeless camp in the Chilliwack River Valley and that he looked forward to staff coming to the Residents Association to talk about ongoing trails and future plans for the Valley.

Director Dixon reported on the Remembrance Day ceremony, emergency planning meeting in Area H and Cultus Lake Christmas festivities.

Director Adamson reported on the Remembrance Day ceremony, a Truth and Reconciliation Day of Action organized by Fraser Health held at Chawathil First Nation, the RCMP meeting held in the town hall, and the CivX 2019 event hosted by LMLGA on November 28.

Director Stobbart reported on his attendance on behalf of the FVRD at the Remembrance Day ceremony at Stó:lō.

Director Raymond reported on his attendance at the BC Cabinet Ministers and Indigenous Leaders gathering in Vancouver, and the news regarding a \$10 million reduction in RCMP funding in BC which will likely affect the rural areas.

Director Davidson reported on his meeting with the new Member of Parliament for his area.

Director Bales reported on a recent open house put on by a Sandpiper development company, and highlighted the upcoming events of the Eagle Festival.

Director Dickey reported on the revamping of the Cheam Lake Wetlands Regional Park.

16. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

17. RESOLUTION TO CLOSE MEETING

Moved By RAYMOND

Seconded By STOBART

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 with Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Committee 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)(e) of the *Community Charter* - a review of a proposed final performance audit report for the purpose of providing comments to the auditor general on a proposed report under section 23(2) of the *Auditor General for Local Government Act*.

CARRIED

The Open Meeting recessed at 2:25 p.m.

18. RECONVENE OPEN MEETING

The Open Meeting reconvened at 3:29 p.m.

19. RISE AND REPORT OUT OF CLOSED MEETING

None

20. ADJOURNMENT

Moved By ADAMSON
Seconded By DIXON

THAT the Electoral Area Services Committee Open Meeting of November 14, 2019 be adjourned.

CARRIED

The Electoral Area Services Committee Open Meeting adjourned at 3:30 p.m.

MINUTES CERTIFIED CORRECT:

.....
Director Bill Dickey, Chair

To: Electoral Area Services Committee

Date: 2019-12-10

From: Jaime Reilly, Acting Director of Corporate Affairs

File No: 0550-General

Subject: 2020 FVRD Board and Committee Meeting Schedule

RECOMMENDATION

THAT the Fraser Valley Regional District Board adopt the proposed 2020 FVRD Board and Committee Meeting Schedule.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

At the December meeting each year, the FVRD Board is provided with a proposed Board and Committee Meeting Schedule for the following year's meetings.

DISCUSSION

In creating the attached proposed schedule, staff review the council meeting schedules for all six Member Municipalities as well as all BC statutory holidays to ensure that there are no conflicts. Dates for annual conferences such as Regional District CEO/CAO Forum and MFA (March 24-26, 2020), Lower Mainland Local Government Association (May 6-8, 2020), Federation of Canadian Municipalities (June 4-7, 2020), and Union of British Columbia Municipalities (September 21-25, 2020) are also reviewed to ensure there are no conflicts with the proposed meeting dates.

In order to avoid any conflicts, the proposed schedule includes dates for meetings on a Wednesday or Thursday.

As provided for in the Fraser Valley Regional District Board and Committee Procedures Bylaw No. 1305, 2015, the Electoral Area Services Committee (EASC) meetings are to be scheduled for the second Tuesday of each month.

COST

There are no costs associated with this recommendation.

CONCLUSION

After reviewing all municipal council meeting schedules, as well as all BC statutory holidays, the proposed 2020 FVRD Board and Committee Meeting Schedule is being brought forward for the Board's consideration.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

No further financial comments.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

2020 FVRD Board & Committee Meeting Schedule

JANUARY

- 14TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 21ST Recreation, Culture & Airpark Services Commission – 6:00 pm, TUE
- 28TH Board/Hospital Board – 7 pm, TUE

FEBRUARY

- 11TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 25TH Board/Hospital Board – 7 pm, TUE

MARCH

- 10TH Regional and Corporate Services Committee – 10 am, TUE
- 16TH Electoral Area Services Committee – 1:30 pm, TUE
- 17TH Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 18TH Board/Hospital Board – 7 pm, WED

APRIL

- 16TH Regional and Corporate Services Committee – 10 am, THU
Electoral Area Services Committee – 1:30 pm, THU
- 28TH Board/Hospital Board – 7 pm, TUE

MAY

- 12TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 19TH Recreation, Culture & Airpark Services Commission – 6 pm, TUE
- 26TH Board/Hospital Board – 7 pm, TUE

JUNE

- 9TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 23RD Board/Hospital Board – 7 pm, TUE

JULY

- 14TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 21ST Recreation, Culture & Airpark Services Commission – 6 pm, TUE
- 28TH Board/Hospital Board – 7 pm, TUE

AUGUST

- 11TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- No Hospital/Board Meeting

SEPTEMBER

- 9TH Regional and Corporate Services Committee – 10 am, WED
- Electoral Area Services Committee – 1:30 pm, WED
- 17TH Board/Hospital Board – 7 pm, THU

OCTOBER

- 15TH Regional and Corporate Services Committee – 10 am, THU
- Electoral Area Services Committee – 1:30 pm, THU
- 20TH Recreation, Culture & Airpark Services Commission – 6 pm, TUE
- 27TH Board/Hospital Board – 7 pm, TUE

NOVEMBER

- 10TH Regional and Corporate Services Committee – 10 am
- Electoral Area Services Committee – 1:30 pm
- 24TH Board/Hospital Board – 7 pm, TUE

DECEMBER

- 1ST Recreation, Culture & Airpark Services Commission – 6 pm, TUE
- 8TH Regional and Corporate Services Committee – 10 am, TUE
Electoral Area Services Committee – 1:30 pm, TUE
- 16TH Board/Hospital Board – 7 pm, WED

Regional Indigenous Relations Committee – At the Call of the Chair

Meeting dates and times are subject to change. Please check www.fvrd.ca for the most up to date meeting schedule.

To: Electoral Area Services Committee

Date: 2019-12-10

From: Kristy Hodson, Manager of Financial Operations

File No: 1850-20 / 003

Subject: Grant-In-Aid Request – Yale & District Ratepayers Association, Electoral Area “B”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,350 to the Yale & District Ratepayers Association, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help with the costs of a major cleanup of the community centre.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

BACKGROUND

This request for funding is eligible under the Electoral Area Grant-In-Aid Policy under the “Activities/programs which are accessible to a large portion of the electoral area” option.

DISCUSSION

The Yale & District Ratepayers Association operates the Yale & District Community Centre. They are a not-for-profit organization that is dedicated to the well-being of the community and its residents. The Yale Library also operates out of the community centre.

The Yale & District Ratepayers Association is requesting a \$5,350 grant-in-aid to help pay for a major cleanup of the community centre as it has not been done in twenty years. This would include:

- | | |
|----------------------------------|---------|
| ➤ Wash & paint facility | \$1,500 |
| ➤ Paint purchase | 350 |
| ➤ Signage for thrift store | 350 |
| ➤ Shampoo 280 cloth chairs | 300 |
| ➤ Volunteer recognition | 200 |
| ➤ Professional floor strip & wax | 2,650 |

Staff are awaiting financial statements from the Yale & District Ratepayers Association as the grant-in-aid is over \$4,000. The organization has said they will be forthcoming.

COST

The \$5,350 cost will be funded from the Electoral Area "B" grant-in-aid budget which has sufficient funds to support this request.

CONCLUSION

A grant-in-aid application has been received from the Yale & District Ratepayers Association seeking funds to enable a major cleanup of the community centre.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported. Staff hope to have an update on receiving the financial statements by the December EASC meeting.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

Applicant Name:

Vale & District Ratepayers Assoc.

Mailing Address:

Email Address:

Contact:

Gail Kerslake

Name

Telephone/Fax Number

Statement as to eligibility to apply for Grant-In-Aid Funds (Please attach a separate sheet if required):

Vale & District Community Centre is the hub of our district. The centre has not been properly cleaned for about twenty years. The Grant-in-aid will allow us to afford a clean facility for many years.

APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

We require assistance to pay for supplies for cleaning.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

A clean facility will benefit everyone. Clean painted hall, all washrooms washed & painted, cloth chairs need shampooing. I have included a separate sheet with prices included.

Amount of Grant Requested: \$ 5,350.00

**Please note: grants over \$4,000 require a financial statement and/or report on the applicant to be provided with application.

To the best of my knowledge, all the information that is provided in this application is true and correct. I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, community or business undertaking.

Gail Kerslake
Secretary / Treasurer
Signature of Authorized Signatory and Title

Amount Approved:

Date:

Signature of Electoral Area Director

Grant in aid application

Attention: Mike Veenbaas

Thanks for accepting the application from Yale & District Ratepayers Association. I have itemized the cost of a major clean-up at the Centre

Our Community Centre formally Yale Secondary School has not had an spring or fall cleaning for nearly twenty years. The Grant in Aid will cover the costs for most of the work.

• Wash & paint facility	\$1500
• Paint purchase	350
• Signage for thrift Store	350
• Shampoo 280 cloth chairs	300
• Party for lease signature	200
• Professional floor strip & wax	<u>\$2650</u>
Total grant in aid request	\$5350.00

Thank you

Gail Kerslake

Secretary/Treasurer

YDRA

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

Date: 2019-11-14
File No: 3920-20

Subject: Area A Garbage Disposal Service Area Establishment Amendment - Requisition

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings to *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1553, 2019*.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The Area A Garbage and Collection Conversion and Amendment Bylaw was adopted in 2001. The service is funded through a combination of fees and assessment based taxes. While the annual tax requisition is set during the financial planning process, the maximum allowable requisition is noted in the establishing bylaw. For this service that maximum is currently \$150,000.

DISCUSSION

As part of the 2020 financial planning process it has been noted that the proposed tax requisition of \$176,310 will be over the maximum allowable in the establishing bylaw. Staff are proposing to increase the maximum by an amount "less than or equal to 25%" as provided under BC Reg 113/2007 which exempts a Board adopted bylaw from Inspector approval under certain parameters.

The current maximum requisition is \$150,000, which increased by 25% would equal an amended maximum requisition of \$187,500. In addition, Staff are proposing that the amendment bylaw reflect a rate per \$1,000 calculation as allowed under LGA 339(1)(e) in order to provide the Board with flexibility in setting future tax requisition levels during the financial planning process. The 2019 revised roll net taxable value for the service area is \$71,988,446. The proposed rate of \$2.60 per \$1,000 would calculate a maximum tax requisition of \$187,169.96 which is less than the 25% maximum allowable increase.

COST

Amendments to service area establishment bylaw requisition limits do not have a direct financial impact as the actual requisition level is set by the Board through the adoption of the annual financial plan bylaw.

CONCLUSION

To be proactive and provide flexibility for tax requisition growth in the Area A Garbage Disposal and Collection Service Area, Staff are proposing an amendment to the maximum requisition level that is included in the establishing bylaw.

COMMENTS BY:

Tareq Islam, Director of Engineering & Community Services

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1553, 2019**

A Bylaw to increase the requisition limit for the Area A Garbage Disposal Service Area

WHEREAS *Fraser Valley Regional District Area A Garbage Disposal And Collection Conversion and Amendment Bylaw No. 0440, 2001* was adopted on March 27, 2001;

AND WHEREAS the maximum annual requisition for the Area A Garbage Disposal Service Area is currently \$150,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 0440, 2001 by an amount less than or equal to 25% of the baseline value;

AND WHEREAS BC Reg 113/2007 exempts amendments to an establishing bylaw from inspector approval where the increase in maximum requisition under the bylaw is less than or equal to 25% of the baseline value;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This Bylaw may be cited as *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1553, 2019*.

2) ENACTMENTS

That *Fraser Valley Regional District Area A Garbage Disposal And Collection Conversion and Amendment Bylaw No. 0440, 2001* be amended by deleting Section 2 (e) in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw is an amount equal to that which could be raised by a property value tax rate of \$2.60/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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

READ A SECOND TIME THIS day of

READ A THIRD TIME 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 Area A Garbage Disposal Service Area Amendment Bylaw No. 1553, 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
From: Mike Veenbaas, Director of Financial Services

Date: 2019-11-14
File No:

Subject: Boston Bar/North Bend Fire Protection Establishment Amendment - Requisition

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings to *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1554, 2019*.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The Regional District of Fraser-Cheam established the Boston Bar and North Bend Fire Protection Local Service Area in 1990. The service is majority funded through assessment based taxes. While the annual tax requisition is set during the financial planning process, the maximum allowable requisition is noted in the establishing bylaw. For this service that maximum is currently \$100,000.

DISCUSSION

As part of the 2020 financial planning process it has been noted that the proposed tax requisition of \$101,500 will be over the maximum allowable in the establishing bylaw. Staff are proposing to increase the maximum by an amount "less than or equal to 25%" as provided under BC Reg 113/2007 which exempts a Board adopted bylaw from Inspector approval under certain parameters.

The current maximum requisition is \$100,000, which increased by 25% would equal an amended maximum requisition of \$125,000. In addition, Staff are proposing that the amendment bylaw reflect a rate per \$1,000 calculation as allowed under LGA 339(1)(e) in order to provide the Board with flexibility in setting future tax requisition levels during the financial planning process. The 2019 revised roll net taxable value for the service area is \$50,659,212. The proposed rate of \$2.46 per \$1,000 would calculate a maximum tax requisition of \$124,621.66 which is less than the 25% maximum allowable increase.

COST

Amendments to service area establishment bylaw requisition limits do not have a direct financial impact as the actual requisition level is set by the Board through the adoption of the annual financial plan bylaw.

CONCLUSION

To be proactive and provide flexibility for tax requisition growth in the Boston Bar and North Bend Fire Protection Service Area, Staff are proposing an amendment to the maximum requisition level that is included in the establishing bylaw.

COMMENTS BY:

Tareq Islam, Director of Engineering & Community Services

Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1554, 2019**

**A Bylaw to increase the requisition limit for the
Boston Bar and North Bend Fire Protection Local Service Area**

WHEREAS *Regional District of Fraser-Cheam Boston Bar and North Bend Fire Protection Local Service Area Establishment Bylaw No. 899, 1990* was adopted on May 1, 1990;

AND WHEREAS the maximum annual requisition for the Area Boston Bar and North Bend Fire Protection Local Service Area is currently \$100,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 899, 1990 by an amount less than or equal to 25% of the baseline value;

AND WHEREAS BC Reg 113/2007 exempts amendments to an establishing bylaw from inspector approval where the increase in maximum requisition under the bylaw is less than or equal to 25% of the baseline value;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This Bylaw may be cited as *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1554, 2019*

2) ENACTMENTS

That *Regional District of Fraser-Cheam Boston Bar and North Bend Fire Protection Local Service Area Establishment Bylaw No. 899, 1990* be amended by deleting Section 4 in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw is an amount equal to that which could be raised by a property value tax rate of \$2.46/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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

READ A SECOND TIME THIS day of

READ A THIRD TIME 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 Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1554, 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
From: Mike Veenbaas, Director of Financial Services

Date: 2019-12-10
File No:

Subject: Boston Bar Street Lighting Service Conversion and Amendment

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings to *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019*.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The Regional District of Fraser-Cheam established the Boston Bar Street Lighting Specified Area in 1973. The service is mostly funded through assessment based taxes. While the annual tax requisition is set during the financial planning process, the maximum allowable requisition is noted in the establishing bylaw. For this service that maximum is currently \$10,500.

DISCUSSION

As part of the 2020 financial planning process it has been noted that the proposed tax requisition of \$14,080 will be over the maximum allowable in the establishing bylaw.

The current maximum requisition is \$10,500, and Staff are proposing that it be amended so the maximum requisition would be approximately \$16,000 based on the 2019 assessment roll. In addition, Staff are proposing that the amendment bylaw reflect a rate per \$1,000 calculation as allowed under LGA 339(1)(e) in order to provide the Board with flexibility in setting future tax requisition levels during the financial planning process. The 2019 revised roll net taxable value for the service area is \$23,916,420. The proposed rate of \$0.67 per \$1,000 would calculate a maximum tax requisition of \$16,024.

As part of the amendment process, Ministry staff have advised the Regional District that this service also needs to be converted from a “specified area” to a “service area” in keeping with updated legislation and requirements in the Local Government Act. This conversion had been included in the proposed bylaw.

COST

Amendments to service area establishment bylaw requisition limits do not have a direct financial impact as the actual requisition level is set by the Board through the adoption of the annual financial plan bylaw.

CONCLUSION

To be proactive and provide flexibility for tax requisition growth in the Boston Bar Street Lighting Service Area, Staff are proposing an amendment to the maximum requisition level that is included in the establishing bylaw.

COMMENTS BY:

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

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1557, 2019

**A bylaw to convert the Boston Bar Street Lighting Specified Area
to a Service Area and to increase the requisition limit**

WHEREAS the Boston Bar Street Lighting Specified Area was established by *Regional District of Fraser-Cheam Boston Bar Street Lighting Specified Area Establishment Bylaw No. 30, 1973*.

AND WHEREAS in accordance with S. 341 of the *Local Government Act* the Fraser Valley Regional District Board of Directors ("the Board") wishes to convert the Boston Bar Street Lighting Specified Area to a Service Area;

AND WHEREAS the maximum annual requisition for the Boston Bar Street Lighting Specified Area is currently \$10,500;

AND WHEREAS the Board wishes to increase the maximum amount that may be requisitioned under Bylaw 30, 1973, as amended, by an amount greater than 25% of the baseline value and such an increase requires approval of the inspector;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019*.

2) ENACTMENTS

- a) The Boston Bar Street Lighting Specified Area is hereby converted to and established as a service area to be known hereafter as the "Boston Bar Street Lighting Service Area" for the purpose of providing street lighting;
- b) The participating areas for the service established by this bylaw shall be Electoral Area A of the Fraser Valley Regional District;
- c) The boundaries of the service area established by this bylaw shall be as shown of Schedule 1557-A attached to and forming an integral part of this bylaw ;
- d) The annual costs for the service established by this bylaw shall be recovered by one or more of the following:

- i. The requisition of money to be collected by a property value tax;
 - ii. The imposition of fees and other charges that may be fixed by separate bylaw for the purpose of recovering these costs; and/or
 - iii. Revenues received by way of agreement, enterprise, gift, grant or otherwise.
- e) The maximum amount that may be requisitioned annually for the service established by this bylaw shall be an amount equal to that which could be raised by a property value tax rate of \$0.67/\$1000 applied to the net taxable value of the land and improvements within the service area.

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 _____

READ A SECOND TIME this _____ day of _____

READ A THIRD TIME this _____ day of _____

APPROVED BY THE INSPECTOR
OF MUNICIPALITIES this _____ day of _____

ADOPTED this _____ day of _____

Chair/Vice-Chair

Corporate Officer/Deputy

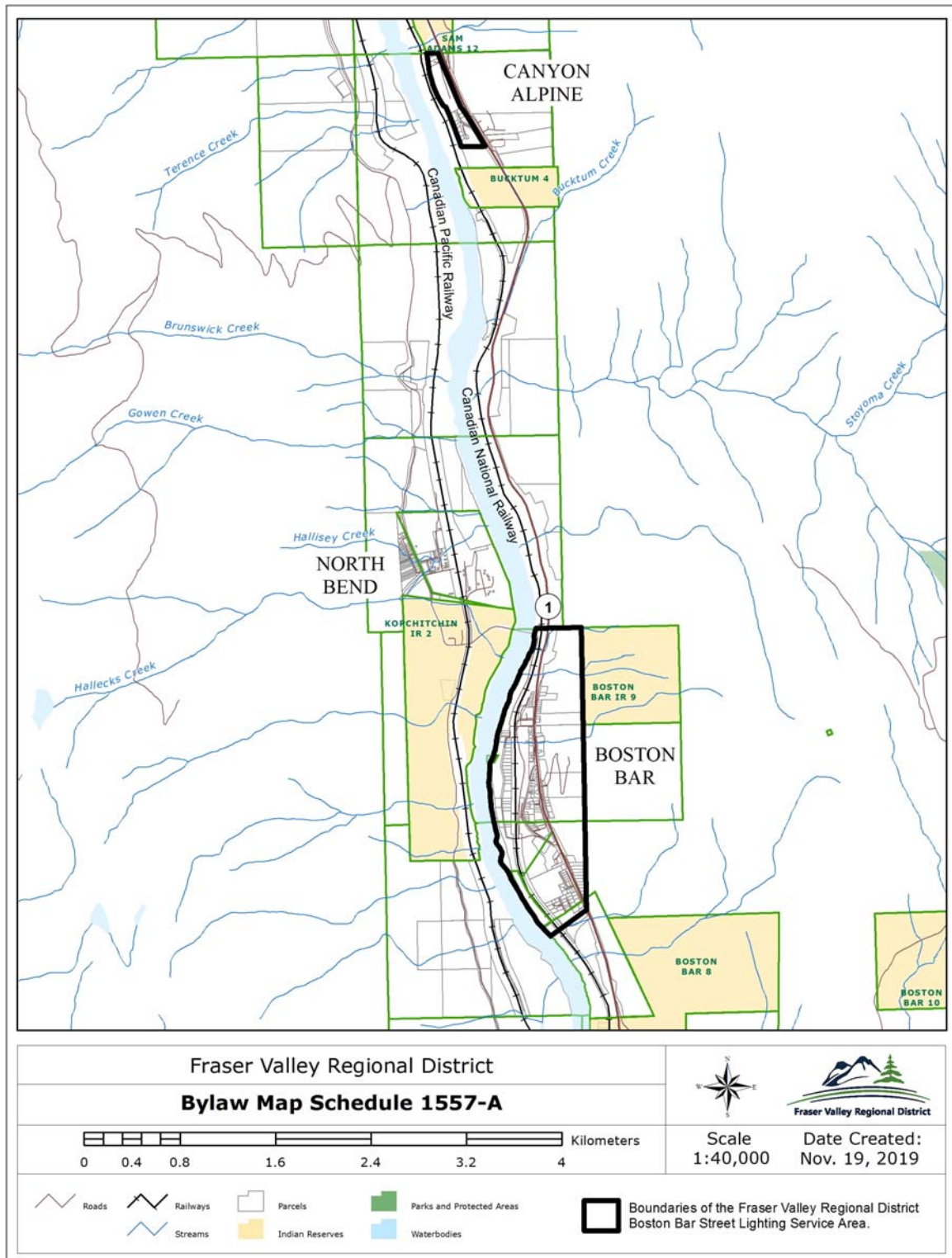
5) **CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019* as read a third time by the Fraser Valley Regional District Board on the _____

Dated at Chilliwack, BC this _____

Corporate Officer/Deputy

Fraser Valley Regional District Bylaw No. 1557, 2019
Schedule 1557-A



This is map 1 of 1 constituting Schedule 1557-A attached to and forming an integral part of *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019*.

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

Date: 2019-12-10
File No: 3920-20

Subject: Security Issuing Bylaw No. 1558, 2019 – Hatzic Prairie Water Capital Construction

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving the bylaw cited as *Fraser Valley Regional District Security Issuing Bylaw No. 1558, 2019* three readings and adoption

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services
Support Healthy & Sustainable Community

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The Hatzic Prairie Water System Capital Construction Service Area was created in 2017 to facilitate the extension of a watermain along Sylvester Road as supported by the successful petition-in process. Bylaw 1435, 2017 was then adopted to authorize the borrowing of up to \$200,000 for a portion of the capital costs associated with the extension.

DISCUSSION

With the watermain extension completed in 2019, Staff are bringing forward a security issuing bylaw to allow for \$81,000 to be borrowed from the Municipal Finance Authority (MFA) as part of their Spring 2020 borrowing opportunity. The final amount to be borrowed was less than originally anticipated as a result of a review of funding sources for the capital project.

COST

The debt proceeds will be used to finance the capital works that were proposed under each loan authorization bylaw.

CONCLUSION

The extension of the Hatzic Prairie Water System was completed in 2019 and Staff are bringing forward a security issuing bylaw for consideration as the capital works were to be partially funded via debt financing from MFA.

COMMENTS BY:

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1558, 2019**

**A bylaw to authorize the entering into of an agreement respecting financing between the
Fraser Valley Regional District and the Municipal Finance Authority of British Columbia**

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for regional districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act* ("the Act"), the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of the authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Fraser Valley Regional District Board ("the Board"), by this bylaw, hereby requests such financing shall be undertaken through the Authority;

THEREFORE the Board enacts as follows:

1.

Loan Authorization Bylaw #	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
1435, 2017	Hatzic Prairie Water Capital Construction	\$200,000.00	\$0.00	\$200,000.00	20	\$81,000.00
TOTAL		\$200,000.00	\$0.00	\$200,000.00	20	\$81,000.00

Total Financing under Section 411:

\$81,000.00.

The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Regional District Loan Authorization Bylaws table, at the sole cost and on behalf of the Fraser Valley Regional District (the "Regional District") and its member municipalities up to, but not exceeding **EIGHTY ONE THOUSAND DOLLARS (\$81,000)** in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed **\$81,000** in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule A and made part of this bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule A shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Act*, in such currency or currencies as shall be borrowed by the Authority under Section a) and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of **Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Loan Authorization Bylaw No. 1435, 2017** the anticipated revenues accruing to the Regional District from the operation of the **Hatzic Prairie Water System Capital Construction Service Area** are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that, if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.
9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of *the Municipal*

Finance Authority Act to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

10. 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.

11. This bylaw may be cited as Fraser Valley Regional District Security Issuing Bylaw No. 1558, 2019.

12. 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

13. CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Security Issuing Bylaw No. 1558, 2019* as adopted by the Fraser Valley Regional District Board of Directors on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

SCHEDULE A TO Bylaw No. 1558, 2019

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T**Fraser Valley Regional District**

The Fraser Valley Regional District (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of **EIGHTY ONE THOUSAND DOLLARS (\$81,000)** in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing on the reverse hereof commencing on the ____ day of _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this ____ day of _____, 20__

IN TESTIMONY WHEREOF and under the authority of Bylaw No. _____ cited as "Fraser Valley Regional District Security Issuing Bylaw No. _____". This Agreement is sealed with the Corporate Seal of the Fraser Valley Regional District and signed by the Chair and the officer assigned responsibility of financial administration thereof.

Chair

Financial Administration Officer

Pursuant to the *Local Government Act*, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated _____, 20__

Inspector of Municipalities

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

Date: 2019-12-10
File No: 1720-20

Subject: 2020-2024 Electoral Area Wide Services – DRAFT Financial Plan

RECOMMENDATION

THAT the Electoral Area Services Committee direct Staff to include the presented EA Area Wide Service's Financial Plans, along with feedback received by EASC, in the 2020-2024 Financial Plan Bylaw that the Regional Board will consider at its January 2020 meeting.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

BACKGROUND

Each year the five-year financial plan is reviewed, with the updates presented to the various approval bodies for direction and feedback. Meetings have been held with each Electoral Area Director regarding local area services specific to their electoral area. The next step in the process is the presentation of the draft EA Area Wide Service's financial plans to the Electoral Area Services Committee.

DISCUSSION

Services that are provided across all electoral areas are considered "Area Wide Services". These include:

Electoral Area Administration, Regional Library, EA Utility Management, Emergency Management, Animal Control (Area D, E, G & H only), Building Inspection, Bylaw Enforcement, Planning Services and Soil Deposit & Removal.

DRAFT 2020 Tax Requisition

Included with this report is a schedule outlining the draft 2020 tax requisition by service area and the estimated impact on the residential tax rate per \$100,000 of assessment. This information is based on the financial plans being presented to the Committee for feedback and the 2019 Revised Assessment Roll (most current available information).

Budget proposals have been prepared with a target of holding at inflationary increases that can be funded from anticipated new construction (non-market change) assessment growth in the region. Initial new construction assessment estimates were 3%, based in part on 2019 actual results of 3.25%. Updated information released by BC Assessment November 18th as part of their “mid-November” update suggests a more likely amount of 2% should be expected for new construction assessment. This value will be finalized when the 2020 Revised Assessment Roll is released March 31, 2020. As such a number of services now present a potential 1% increase in the tax requisition required to fund the proposed 2020 budget.

For 2020 there are a few specific items that require funding beyond new construction growth that Staff are bringing to the Board’s attention:

1. Electoral Area Administration
2. Regional Library
3. EA Emergency Management

Electoral Area Administration

The 2020 budget for Electoral Area Administration includes four items that are reflected in the proposed tax requisition increase. Three are included in the base budget proposal with the fourth being a recommended change/addition.

For the base budget proposal, first is the 2-3% estimated inflationary increase for existing expenditures to provide this administrative function. Second is the requirement to accommodate a previous corporate restructure into the permanently funded salary budget. Third is the adjustment for the Electoral Area Director remuneration increase approved during 2019.

As a recommended change/addition, Staff are proposing that one half of an Engineering Services Coordinator position be reallocated from Electoral Area Utility Management to Electoral Area Administration to recognize the “general, non-service area” projects that may be assigned to the Engineering Team. Currently funded by all the smaller local area services, this reallocation helps to reduce the financial burden in these smaller service areas and considers how these “general, non-service area” projects often benefit an area beyond a local service area. If this recommendation is not supported, the local area services will need to have their Engineering recovery increased by 4.7%.

Regional Library

At their November 20th Board meeting, the Fraser Valley Regional Library adopted their 2020 financial plan which is funded through an assessment received from member municipalities and FVRD. The FVRD portion covers the provision of regional library services to the electoral areas.

The 2020 budget includes a base increase of \$7,827 on the 2019 assessment of \$265,477 to cover basic inflationary costs. In addition, \$3,745 was include for new items such as increasing the transfer to materials reserve, increasing the materials purchased and some funding for central library support.

The base plus additions impact on FVRD's assessment results in an increase from \$265,477 in 2019 to \$277,049 in 2020, a 4.36% increase. This corresponds to the proposed tax requisition increase for the electoral area regional library service at 4.6%, of which 2% is projected to be covered by growth in the region. The remaining 2.6% represents a tax increase needed to fund the regional library assessment.

Electoral Area Emergency Management

As part of the financial planning process, Staff are proposing two additions to the Emergency Management program budget.

First is the addition of a Emergency Program Assistant to help fulfill the FVRD requirements under the Emergency Program Act. Steps were taken as part of preparing for the Auditor General for Local Government Emergency Preparedness audit and EASC supported the addition of an Emergency Management Specialist. Since then, it has become more apparent that the FVRD emergency program is not meeting the requirements and has much work ahead in order to become fully compliant. A separate information sheet on the position request is included with this memo. The financial impact of this position is estimated to be \$79,950 (wages and benefits).

Second is the addition of funds for completing the emergency exercises and staff training as required under the Emergency Program Act. This would not include Staff time as that is already budgeted throughout FVRD's many services. The costs would be for bringing in trainers, attending offsite training opportunities and purchasing supplies for emergency exercises. This request is for \$25,310.

COST

Much of the cost increases associated with delivering the many area wide services are able to be managed within the non-market change assessment growth. However, the items noted above will have a tax increase on residents as follows:

1. Base Budget

Assessment	Electoral Area Administration	Regional Library	Other Services	Total
\$100,000	\$3.00	\$0.15	\$0.30	\$3.45
\$300,000	\$9.00	\$0.45	\$0.90	\$10.35
\$500,000	\$15.00	\$0.75	\$1.50	\$17.25

2. Changes/Additions

Assessment	Engineering Services Coordinator	Emergency Management Assistant	Emergency Training / Supplies	Total
\$100,000	\$1.00	\$1.65	\$0.55	\$3.20
\$300,000	\$3.00	\$4.95	\$1.65	\$9.60
\$500,000	\$5.00	\$8.25	\$2.75	\$16.00

3. Base Budget plus Changes/Additions

Assessment	Base Budget	Changes / Additions	Total
\$100,000	\$3.45	\$3.20	\$6.65
\$300,000	\$10.35	\$9.60	\$19.95
\$500,000	\$17.25	\$16.00	\$33.25

CONCLUSION

Staff have prepared the proposed 2020-2024 financial plan for EA Area Wide Services. Included in the proposal are options for EASC to consider to address how costs are allocated for electoral area supported projects and to address areas where FVRD needs more resources to meet its obligations under the Emergency Program Act.

COMMENTS BY:

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

FRASER VALLEY REGIONAL DISTRICT

Summary of Requisition Change - Electoral Area Wide Services 2020

Service Name	Total Tax Requisition					Residential Tax Rate per \$100,000			
	2019	2020 Proposed	NMC @ 2.0%	Tax Increase \$	Tax Increase %	2019	2020 Proposed	\$ Change	% Change
102 - Electoral Area Administration	\$ 1,258,510	\$ 1,485,390	\$ 25,170	\$ 201,710	15.7%	\$ 25.49	\$ 29.49	\$ 4.00	15.7%
701 - Fraser Valley Regional Library	280,490	293,450	5,610	7,350	2.6%	5.78	5.93	0.15	2.6%
103 - Engineering & Utilities Management	no direct tax impact								
205 - Electoral Area Emergency Management	333,790	449,060	6,680	108,590	31.9%	6.88	9.07	2.19	31.9%
256 - Animal Control	52,290	53,350	1,050	10	0.0%	2.27	2.27	0.00	0.0%
204 - Building Inspection	402,610	414,670	8,050	4,010	1.0%	7.93	8.01	0.08	1.0%
207 - Bylaw Enforcement	170,630	175,750	3,410	1,710	1.0%	3.52	3.55	0.03	1.0%
603- Electoral Area Planning	849,530	875,000	16,990	8,480	1.0%	17.50	17.67	0.17	1.0%
604 - Soil Deposit and Removal	no funding from taxation								
	<u>\$ 3,347,850</u>	<u>\$ 3,746,670</u>	<u>\$ 66,960</u>	<u>\$ 331,860</u>	<u>9.7%</u>	<u>\$ 69.37</u>	<u>\$ 76.00</u>	<u>\$ 6.63</u>	<u>9.6%</u>

2020 BUDGET REQUEST

Position Title: Emergency Program Assistant

Description: The Emergency Services department would like to add one FTE for the position of **Emergency Program Assistant** to help fulfill the FVRD requirements of the *Emergency Program Act* and regulations.

During the process of the Attorney General for Local Government (AGLG) audit for Emergency Management the process highlighted that the FVRD has much work ahead in order to become fully compliant in meeting the requirements. The Emergency Services department manages the FVRD's 7 EA Fire Halls, providing training support, HR support, capital projects, asset management, and administration to all 7 EA Fire departments, and responds to all public reports of emergencies or perceived potential emergencies. The Emergency Services department is also responsible for the ongoing development and maintenance of the Emergency Program which includes public preparedness education, HR services to volunteer program members, asset management, volunteer recruitment and training, staff training and development for emergency preparedness, response and recovery, public engagement and relationship development with internal and external stakeholders, developing and maintaining a comprehensive emergency management program and plan, and planning and participating in emergency management exercises.

The day to day workload of the Emergency Services department does not allow for time to systematically deliver on essential projects leading to compliance of the Act.

This position would be focused on assisting the Emergency Management Specialist with meeting the standards of an emergency program including;

- Developing an FVRD Emergency Support Services Plan (ESS) plan and program.
- Developing an ESS training program.
- Assist in the delivery of the Fire Smart Initiatives program
- Develop a sustainable portfolio of ESS suppliers, facilities, and NGO partners.
- Deliver an EA community preparedness and awareness program.
- Assist in the development and delivery of an ESS volunteer appreciation program.
- Work with First Nations communities and other regional and sub-regional partners on shared training and response plans.
- Provide scheduled duty officer assistance to the Emergency Services Department.
- Analyze information, write reports on ESS issues, and disseminate information collected.
- Assist in the implementation of initiatives and actions identified in the FVRD Strategic Plan or department business plan.

- Long range planning and coordination of programs to meet the ESS needs of the region and anticipated statutory changes.
- Assist in the application and administration of grants.

This position would also provide on call coverage relief and response for the Emergency Services Department. Evening and weekend work will be required, in addition to on-call response for emergencies.

The nature of day-to-day emergencies requires the ability for the department to grow not only the emergency program, but also our capacity to respond. In 2019 the Emergency Services department has input more than 430 hours validating and responding to emergencies or perceived emergencies. This is 27% of one staff members annual hours spent out of the office for emergent needs since tracking of this began in June of 2019. In 2017 and 2018 there had been the additional workload of wildfires and freshet which would have dramatically increased this number. Without further support, Emergency Services risks failing to meet the needs of the Emergency Program Act and being prepared to respond to events in an appropriate manner. With the fire services also becoming much busier and the introduction of the Office of the Fire Commissioner's playbook (2015) more support is required by our EA fire departments. The Regional Fire Training Officer Position, which was intended to support the fire departments with this, ended in March of 2017 which has also left a gap in regards to assisting the EA departments.

Rationale: This position would assist the FVRD Emergency Services Department with meeting the standards of the Emergency Program Act by supporting response capacity and increasing the public education surrounding preparedness and fire smart initiatives, and increasing the volunteer engagement and capacity of the ESS team. This additional role would increase the availability of the Emergency Services Manager to further assist the EA fire departments and increase wildfire prevention and preparedness initiatives, while also enabling the Emergency Management Specialist to focus more on development, continuity, strategic planning, ensuring progress to meet legislative compliance and other essential components of developing a healthy comprehensive emergency management program.

EMERGENCY SERVICES BRANCH

Fire Services			FTE	Hrs p/yr
Manager of Electoral Area Emergency Services	Reg Dyck	1		1610
Executive Assistant to the Manager of Electoral Area Emergency Services	Cheryl Vanderaegen	1		1645
Total FTE Needed			3.30	
Emergency Management				
Emergency Management Specialist	Tarina Colledge	1		1680
Total FTE Needed			4.70	
			FTE CURRENT TOTAL	3
			FTE WORKLOAD	8.00
			FTE DEFICIT:	5.00

FIRE SERVICES (Includes Emergency Services Management)		
Day to Day Work	FTE	COMMENTS
Work with Fire Chiefs	0.50	Assist with all aspects of fire department operations, administration, training, personnel management, any other assistance required. .ECOMM assistance
Work with FVRD Fire Training Officers Group/Training administration	0.25	Bi yearly meetings with entire group. Collectively discuss training efforts as well as coordinating, delivering and evaluating training. Day to day assistance.
Deliver Fire and Life Safety Education to the Public/FireSmart	0.05	Assist with Fire Prevention Week and Burn Awareness Week and other targeted public education as needed such as the FireSmart program
Public enquiries and assistance/ground proofing	0.15	Burning regulations, fire bans , fireworks, rockfalls, localized flooding and misc. enquiries
Planning and Building Department reviews	0.05	Provide fire protection comments for proposed buildings, subdivisions, developments.
Meetings, FVFA,BCFTOA,Fire Chiefs, EM meetings	0.20	
Administration of fire protection agreements and service contracts	0.05	Administration, renewals and related tasks for mutual aid agreements, service agreements with First Nations, contracted fire protection, etc.
Liaise with other Emergency Service Organizations	0.05	Fire, Search and Rescue, RCMP and B.C. Ambulance, First Nations. Maintain good relationships and collaborate on incident response and planning
Invoice payment and Budget Administration	0.10	Budget administration, updating 5-year financial plans as well as long term capital plans. Invoicing
Incident Reviews and Reports	0.05	Review incidents, establish loss trends, incident reporting, assist with post incident
Monitor records management systems and ensure OFC playbook standards are met working with BCFTOA and FCABC	0.05	Development and ongoing evaluation of training matrix/plan outlining subjects, recertification/skills maintenance cycles and methods of delivery.
Administration and Management	0.05	Administration and supervision of inside staff
Disaster Financial Assistance Claims	0.05	EMBC claims for Road rescue and disaster events
Administrative and Clerical Support	0.60	Administrative support by clerical staff for RFP, Bylaws, Mail-outs, Filing, Volunteers , recognition etc.
Grant applications	0.05	
Procurement	0.10	All aspects of day to day equipment requirements
Operational guideline/policies and procedures/OHS maintenance	0.05	Maintain and update, living documents
Sub Total	2.40	
High Priority Projects		
Develop shared Training Officer Program	0.05	Will be designed to provide a strong training officer program within the regional district.
Community Wildfire Protection Plan	0.10	Recommendations from the CWPP expected in March 2020
Develop Officer training program.	0.05	Program to train and advance members into officer positions.
Procure Engine/Rescue truck for Hemlock Valley Fire Department/ CRVFD	0.05	Project to replace aging Hemlock Valley Engine
Administration of successful grants	0.20	Composite/Volunteer UBCM grant / EMBC/Fortis grants
Develop common procurement and maintenance program	0.05	Will provide better purchasing power and less repetition,
North Fraser Fire Chief development	0.20	Transition to a paid FC Position if approved
Develop SCBA FIT Test standards/purchase fit test machine	0.05	Program to ensure compliance of NFPA Standard SCBA Fit Tests
Sub Total	0.75	

Medium Priority Projects		
Assess Feasibility of Superior Tanker Shuttle Accreditation	0.05	Will identify opportunities to improve water supply to non-hydranted areas and possibly reduce home insurance premiums
Standardize EA payroll and update bylaw	0.05	Standardize and simplify yearly payroll process
Review and update FUS	0.05	Impact on local fire insurance rates
Sub Total	0.15	
FIRE SERVICES - TOTAL:	3.30	

EMERGENCY MANAGEMENT SERVICES		
Day to Day Work	FTE	COMMENTS
Emergency Plan Tabletop and Functional Exercises	0.30	To evaluate EOC operations and emergency plan effectiveness on a regular cycle. Admin support tasks include training session organization, training materials prep, records management, etc.
Emergency Plan and Sub-plan Maintenance Review	0.30	Review of Emergency Response and Recovery Plan and sub-plans for currency. Admin support tasks include plan revision and circulation.
Work with the various Emergency Programs with EMBC	0.20	Assist with major incidents, coordinate training opportunities, provide input on emergency planning
Administrative and Clerical Support	0.25	Administrative support by clerical staff for training, training records, volunteer staff updates, recruitment, contact updates
Attend Emergency Management Planning Meetings.	0.15	Attend Emergency Management Planning meetings both within and outside the FVRD.
Consult with regional and sub-regional partners and First Nations communities	0.10	Maintain knowledge of local risks & hazards, and exercise local emergency plans/share training
Work with local ESS teams.	0.25	Improve and maintain FVRD ESS Volunteer team/liaise with SWEPC ESS teams
Deliver emergency preparedness information to the public.	0.15	Attend local events, community meetings to share information and awareness
Grant applications, preparation and review.	0.10	Track UBCM and apply for relevant grants, project involvement/next steps.
Administration of Emergency Program and ESS budget	0.05	
Inter-departmental emergency managemetn training, exercising, planning	0.10	working with other departments to align Comprehensive EM plan to reflect their subject matter and standards
EM project Management	0.05	developing project management portfolios for each EM plan, sub-plan, DOC, etc. & maintenance.
Updating essential call lists	0.05	
Emergency Repsonse activities	0.05	
Sub Total	2.10	
High Priority Projects		
Manage active audit action plan projects	0.10	Completed Auditor General action plan
Develop Community Wildfire Protection Plan (dependant on grant success)	0.05	UBCM-funded project. Will identify wildland fire hazards and make recommendations for mitigation and risk management
Develop Evacuation Route Plans (dependant on grant success)	0.05	UBCM-funded project. Will identify evacuation routes for Areas E and H and future work required
Create New Hazard, Risk and Vulnerability Analysis (HRVA) plan	0.05	Plan has been in draft since 2007 and is no longer relevant.
Build a sustainable ESS program (volunteer recruitment and development, plan, stakeholders)	0.20	
Create and implement public preparedness education	0.15	
Identify facilities for emergency support services, test sites on routine basis.	0.10	
EM for EO's training program & guide	0.05	
Dangerous Goods Plan	0.05	
Community-based Emergency Planning Guide & template	0.15	
Emergency Communications Plan	0.15	
EOC Manual and training program	0.05	
EM Training and Exercise program and plan for staff	0.10	
Evacuation Route Planning	0.05	
Rapid Damage Assessment Plan & Program	0.05	
Records Management - events and incidents - updating	0.05	
Creation of local emergency plannign groups (A/B, C/F/G, E/H, and D)	0.05	
Cross-border emergency evacuation exercise and relationship development	0.05	

To: CAO for the Electoral Area Services Committee

Date: 2019-12-10

From: Robin Beukens, Planner I

File No: 3920-20

Subject: Development Application Fees Bylaw Update

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as the "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*".

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

Foster a Strong & Diverse Economy

Support Healthy & Sustainable Community

BACKGROUND

The Development Application Fees Bylaw is being brought forward with amendments to update the bylaw, in particular the fees charged. The Development Application Fees Bylaw was last updated in 2013. Staff estimated the time and associated costs for staff to process each application type, while also considering that some application types are more in the private interests of the applicant, while others have a strong public benefit. A comparison scan was also completed of the development application fees charged by FVRD municipalities and nearby regional districts.

DISCUSSION

Legislation

The *Local Government Act* provides the legislative basis for local governments in BC to impose fees and charges for development applications. Section 462 (1) lists the types of planning and development applications fees can be applied to. Section 462 (2) addresses how fees can be determined, stating "A fee imposed under section (1) must not exceed the estimated average costs of processing, inspection,

advertising and administration that are usually related to the type of application or other matter to which the fee relates". Based on this legislation, the new proposed fees are based on the estimated costs incurred by the FVRD, as opposed to benchmarking against other local governments. The proposed bylaw is included as Attachment 1.

Process for Determining New Fees

Planning and Engineering staff estimated the amount of time required for each application as well as expenses incurred in application processing. The times were averaged out and then a cost per hour was applied to determine the total staff time for each type of application. The results, as well as the new proposed fees, are shown in Attachment 2. Applications of the same type can vary significantly in the amount of staff time required, depending on the nature of the application. This is a rough means of estimating actual costs, but the best available and fulfills the legislative requirement for determining appropriate fee amounts. The estimated cost to the FVRD is shown in Attachment 1, along with the new proposed fees.

Private versus Public Benefit

Another consideration in establishing the new fee amounts was how much each type of application is in the private or public interest. A major share of development application processing costs is absorbed by the public. It is appropriate to consider then, the public and private benefits of development application processes.

Some applications, such as development variance permits and site specific exemptions are considered to benefit the private interests of the applicant considerably, but have little public benefit. Other applications, such as development permits for riparian areas or geohazards, have strong public benefit related to environmental protection and public safety. For applications where the private interest of the applicant is high and the public benefit low, the recommended fee is set at full cost recovery. Applications that have a high level of benefit to the public interest have lower application fees and consequently a greater amount of the application processing costs are borne by the public through property taxes.

Proposed New Fees

Table 1 below shows the type of application, current and proposed fees, the estimated level of public benefit, and rationale for the new fee amounts. The level of public benefit is rated as low, medium, or high. This is a blunt means of assessing public vs. private interest, but is meant to help contextualize why some of the fee increases are more than others.

Table 1:

Application		Current Fee	Proposed	Level of Public Benefit	Rationale
Rezoning	Up to three dwelling units	\$2,500	\$2,800	Medium	<p>There is significant benefit to the applicant in terms of land value increase.</p> <p>Some benefit to the FVRD of an increased tax base, community engagement from public meetings.</p>
	Up to 10 dwelling units	\$5,000	\$5,500		
	11 or more dwelling units	\$7,500	\$8,300		
	Campground, resort, assembly, commercial, institutional, industrial	\$5,000	\$6,000		
	All other zones	\$2,500	\$2,800		
Official Community Plan Amendment		\$3,500	\$4,000	Medium	<p>There is significant benefit to the applicant in terms of land value increase.</p> <p>Some benefit to the FVRD of an increased tax base and community engagement from public meetings.</p> <p>The reduced fee for OCP amendments accompanying zoning amendments has been removed to simplify the fee structure and move closer to cost recovery.</p>
Major OCP Amendment		\$20,000	\$20,000	Medium	<p>Fee staying the same. These are large applications that usually have major demands on staff time.</p> <p>There is significant benefit to the applicant in terms of land value increase.</p> <p>Some benefit to the FVRD of an increased tax base and community engagement from public meetings.</p>
Development	Permit	\$250	\$300	High	Benefit is predominantly public in

(Geohazard, Environmental, Riparian)				<p>terms of public safety and environmental protection.</p> <p>Applicants are required to complete what can be expensive reports. Keeping the fee low acknowledges this and the public benefit.</p>
Development Permit for other DPAs (e.g. Form and Character)	\$350	\$500	Medium	Benefit both public and private. Less public benefit than geohazard or riparian protection development permits.
Development Variance Permit	\$350	\$1,300	Low	<p>The benefit of the application is almost or entirely private, with the applicant granted approval to develop in variance to the FVRD bylaws.</p> <p>Little to no benefit to the public except in having a consistent public process for variance request.</p> <p>In the future, the need for routine development variances (i.e. for minor height increases, accessory building area, etc.) will be reduced through zoning bylaw amendments.</p>
Development Variance Permit for building built without Building Permit	\$400	\$1,600	Low	<p>The benefit of the application is almost or entirely private, with the applicant granted approval to develop in variance to the FVRD bylaws.</p> <p>Little to no benefit to the public.</p> <p>Some increased staff time costs for dealing with an already existing development.</p>
Development Variance Permit with Advisory Planning Commission	\$350	\$1,800	Low	<p>The benefit of the application is almost or entirely private, with the applicant granted approval to develop in variance to the FVRD bylaws.</p> <p>Little to no benefit to the public.</p>

					Increased staff expenses for preparing for and attending a meeting with a Planning Advisory Commission.
Temporary Use Permit – Issue		\$1,500	\$1,800	Medium-Low	Dependent on the type of use, but usually more in the private interest than public interest as the applicant is granted a use they wish to have that would otherwise not be permitted.
Temporary Use Permit – Renewal		\$750	\$1,000		
Site Specific Exemption		\$400	\$1,300	Low	<p>The benefit of the application is almost or entirely private, with the landowner getting increased development flexibility through the exemption.</p> <p>Some potential risk to the FVRD to have developments that are provided an exemption to the Flood Plain Bylaw.</p>
Subdivision Application Review	Application	\$250	\$500	Medium	There is significant benefit to the applicant in terms of land value increase.
	Each proposed parcel	\$150	\$250		<p>Some benefit to the FVRD of an increased tax base.</p> <p>Subdivision Approving Authority is the Ministry of Transportation and Infrastructure, who also collect a fee for the application as well.</p>
Land Use Information Letter	Single family (per property)	\$100	\$100	Low	Fees are minimal and estimated at cost recovery for staff time.
	Other	\$200	\$200		

Other edits to the bylaw beyond fee changes:

- Some of the definitions for what constitutes a major OCP amendments were changed, and some new definitions for what constitutes a major OCP amendment were added.
- Land use contract applications were removed. These were introduced in earlier provincial legislation and are planned to be phased out entirely in the near future. OCP and/or rezoning

applications will address any existing land use contracts. There are currently very few of these in the FVRD.

- New type of application for development variance permits involving an advisory planning commission.
- Environmental site profile review was removed from the fee structure. These situations arise infrequently.

Comparison with other municipalities:

A comparison scan of planning application fees (Attachment 3) was completed examining the fees charged by the City of Abbotsford, City of Chilliwack, District of Mission, District of Kent, Village of Harrison Hot Springs, District of Hope, the Regional District of Nanaimo, and the Thompson-Nicola Regional District. There is considerable diversity between the different local governments and it is not always possible to make a direct comparison of application fees, depending on the types of applications the local government receives and how the local government charges and breaks down application types.

The chart is intended to provide some comparison context for the current and proposed FVRD development application fees. It was not used to inform the new proposed fees.

For further comparison, two mock applications were assessed to examine the fee for a development proposal requiring multiple types of development applications for each local government listed above. This is shown in Table 2 below.

Table 2:

Example Application	FVRD old fees	FVRD new fees	Abbotsford	Chilliwack	Mission	Kent	Harrison	Hope	RDN	TNRD
OCP map, Residential rezoning map, 3 lot (0.5 ha each) subdivision in geohazard DPA	\$5,350	\$8,350	\$7,930	\$3,460	\$6,864	\$5,000	\$4,750	\$6,750	\$3,300	\$3,900
Two lot subdivision requires a DVP	\$950	\$2,300	\$3,020	\$1,675	\$3,681	\$2,000	\$1,500	\$2,650	\$1,300	\$1,100

COST

As outlined in the report, the increase in fees is intended to move closer towards cost recovery. Full cost recovery is targeted for applications that primarily benefit the applicant and not the broader public.

CONCLUSION

A new Development Application Fees Bylaw is being proposed to replace the existing bylaw. As per the legislation, this was developed by estimating the expenses incurred by the FVRD. The public and private interests for each type of application were also considered and informed the proposed fees.

OPTIONS

Option 1 –Staff recommend that Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as the "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*". MOTION: That the proposed "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*" be given first, second and third reading. That the proposed bylaw "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*" be adopted.

Option 2 – Refer to Staff -- If the Board wishes to refer the bylaw back to staff to address outstanding issues, the following motion would be appropriate: MOTION: THAT the Fraser Valley Regional District refer the bylaw cited as the "*Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019*" to FVRD staff.

COMMENTS BY:

Graham Daneluz, Director of Planning & Development

Reviewed and Supported.

Development application processes benefit both the private interests of the applicant and the broad interests of the public. Accordingly, costs for application processing are shared between the applicant through fees and the public through property tax requisition to support the EA Planning service.

A rough estimate is that in 2017/18, 20-30% of overall application processing costs were covered by application fees paid by the applicant. The public paid the majority of costs. In some cases this is

appropriate. However, where development applications confer benefits that are primarily private, the applicant should bear a larger share of the costs.

The proposed development application fees will shift costs to applicants where the benefits of the development are primarily private and in all cases reduce the overall gap between fee revenues and application processing costs.

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1560, 2019**

A bylaw to establish development application fees

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") wishes to establish development application fees;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Development Application Fees Establishment Bylaw No. 1560, 2019*.

2) AREA OF APPLICATION

This bylaw applies to all electoral areas of the Fraser Valley Regional District, including those lands in Electoral Area H which are separately administered by the Cultus Lake Park Board.

3) FEES

As specified in Schedule A-1560, attached hereto and forming an integral part of this bylaw, fees must accompany each application for:

- a) An amendment to a zoning bylaw, rural land use bylaw, or official community plan or official settlement plan;
- b) The issuance of or an amendment to a development variance permit, development permit, temporary use permit or site specific exemption pursuant to the floodplain management bylaw;
- c) A subdivision application review;
- d) A land use information letter.

4) REFUNDS

- 5.2 Where an application to amend a zoning bylaw or official community plan is withdrawn by the applicant prior to submission of the application to the Board or approving authority, the applicant is entitled to a 25% refund of the application fee paid.

- 5.3 Where the Board proceeds with a public hearing or notification for an application, no refund nor any portion of a refund shall be provided.

5) **REPEAL**

Fraser Valley Regional District Development Application Fees Bylaw No. 1231, 2013 and any amendments thereto are hereby repealed.

6) **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.

7) **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

8) **CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Development Application Fees Establishment Bylaw No. 1560, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, BC this

Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1560, 2019**

Schedule A-1560

The following fees are payable at the time of application:	
Zoning Bylaw or Rural Land Use Bylaw Amendment	
1. Residential Zone	
a. Up to three dwelling units or proposed lots	\$2,800
b. Up to 10 dwelling units or proposed lots	\$5,500
c. 11 or more dwelling units or proposed lots	\$8,300
2. Campground, resort, assembly, commercial, institutional or industrial zone	\$6,000
3. All other zones	\$2,800
Official Community Plan or Official Settlement Plan Amendment	
1. Map amendment and/or new text amendment	\$4,000
2. Major OCP amendment	\$20,000
<p>A <u>major OCP amendment</u> is defined as:</p> <p>An Official Community Plan amendment application constitutes two or more of the following:</p> <ul style="list-style-type: none"> a. Results in an increase of current population by 250 or more persons*, based on an average household size of 2.5 persons per household; b. Results in the creation of 100 or more dwelling units; c. Involves a land area of 250 hectares or greater; d. Requires extensive public consultation; e. Involves two or more new zones or land use designations; f. Expansion of the OCP boundary, or where no OCP exists, proposes to create an OCP; and/or, g. Requires an amendment to the Regional Growth Strategy. h. Requires a new neighbourhood plan. i. Requires a new local servicing plan. 	

Application Fee for Permits	
Development Permit	
a. Development Permit for residential, agricultural or accessory uses in a Geotechnical, Environmental or Riparian Area Development Permit Area	\$300
b. All other Development Permits	\$500
Development Variance Permit	
Development Variance Permit for construction initiated without a valid Building Permit issued by the Regional District	\$1,300
Development Variance Permit (Advisory Planning Committee)	\$1,800
Temporary Use Permit	
a. Issuance	\$1,800
b. Renewal	\$1,000
Site Specific Exemption under Floodplain Bylaw	
Site Specific Exemption	\$1,300
Subdivision Application Review	
Application processing fee	\$500
Each proposed parcel (including the remainder parcel)	\$250
Land Use Information Letter	
Single Family (per property)	\$100
Other	\$200
(May include title searches, legal description, property development information)	
Additional Public Hearings and Information Meetings	
Where the Regional Board requires any additional public hearing or public information meeting(s) in conjunction with a land use application as detailed in the Development Procedures Bylaw, the following fee shall apply	\$1200 per hearing or information meeting
Note: Zoning Bylaw Amendment, Rural Land Use Bylaw Amendment, Official Community Plan Amendment, Official Settlement Plan Amendment, and Temporary Use Permits fees include the cost of newspaper advertising and mailing of notices for one public hearing.	

In addition, the following fees apply:

1. For applications where the posting of a sign is required, an additional deposit of \$200 for each sign shall be required.

2. Applications for bylaw amendments, permits or other approvals where more than one parcel is involved, the following applies:
 - a) For all contiguous parcels with a single owner one fee for all parcels
 - b) For a number of contiguous parcels under separate ownership one fee per parcel or per owner, whichever is the lesser fee shall apply
 - c) For a number of separate, non-contiguous parcels one fee per parcel
 - d) For each zone in a multi-zone development proposal, regardless of parcel boundaries or ownership one fee per zone
3. Notwithstanding the above, the fees referred to herein shall not be required in a cases where the Board undertakes any development application on its own initiative.
4. Notwithstanding the above fee schedule, where third party review is required by the Regional Board, the applicant is required to pay all incurred costs.

Attachment 2

Application Type		Current Fee	Estimated Average Staff Time Cost *	Suggested New Fees:
Zoning	Up to three dwelling units or proposed lots	\$2,500	\$3,331	\$2,800
	Up to ten dwelling units or proposed lots	\$5,000	\$5,531	\$5,500
	11 or more dwelling units or proposed lots	\$7,500	\$8,531	\$8,300
	Campground, resort, assembly, commercial, institutional, or industrial zone	\$5,000	\$6,331	\$6,000
	All other zones	\$2,500	\$3,331	\$2,800
OCP	Map amendment and/or new text amendment not involving change of zoning	\$3,500	\$4,028	\$4,000
	Major OCP amendment	\$20,000	\$15,000 to \$75,000	\$20,000
Development Permit	DP for Geotech, Environmental, or RAR DAP	\$250	\$1,201	\$300
	All other DPs	\$350		\$500
Development Variance Permit	DVP	\$350	\$1,248	\$1,300
	DVP for construction without valid Building Permit	\$400	\$1,648	\$1,600
	DVP with APC	\$350	\$1,761	\$1,800
Temporary Use Permit	Issuance	\$1,500	\$1,450	\$1,800
	Renewal	\$750	\$1,000	\$1,000
Site Specific Exemption Flood Plain	Site Specific Exemption	\$400	\$1,186	\$1,300
Subdivision Application Review	Application processing fee	\$300	\$1,775	\$500
	Each proposed parcel (including the remainder parcel)	\$150		\$250
Land Use Information Letter	Single Family (per property	\$100	\$150	\$100
	Other	\$200		\$200

* Please note that: 1) all estimates are rough due to the variability of applications, the difficulty of estimating the average or typical time requirements; and, 2) total costs for application processing will include staff time plus various other costs including postage for mail outs, public meeting costs, technical assessments and a variety of other expenses.

Type of Application	FVRD Current			FVRD Proposed	City of Abbotsford	City of Chilliwack	District of Mission	District of Kent	Village of Harrison Hot Springs	District of Hope	Regional District of Nanaimo	Thompson - Nicola Regional District
Zoning	Residential Zone	Up to three units or lots	\$2,500	\$2,800	\$2,790 + charge per floor area or unit	\$1,500 for all zoning amendments plus varying incremental fees up to \$2,350 for some applications	\$3,681.50 to \$5,489.00	\$1,000 for map amendment \$1,500 for text amendment	\$1,000 for map amendment \$1,500 for text amendment	\$1,500	Residential and resort \$800 + \$100 per unit for first 20 units, then \$50 per unit. Commercial, industrial, institutional - \$800 + \$100 for each 0.1 ha of site area. Rural - \$100 for each hectare.	\$1,500 \$1,750 if combined with OCP for both
		Up to 10 units or lots	\$5,000	\$5,500								
		11 or more units or lots	\$7,500	\$8,300								
	Campground, resort, assembly, commercial, institutional, or industrial zones	\$5,000		\$6,000	\$2,790 + charge for site area for commercial and industrial							
	All other zones	\$2,500		\$2,800	Other zones range from \$2,090 for ag to \$3,590 + unit and floor area charges for comprehensive zones							
OCP Amendment	Map amendment and/or new text amendment not involving change of zoning	\$3,500		\$4,000	\$2,300 \$1,410 with rezoning	\$1,070 \$535 with rezoning	\$2,584.50 \$1,242.00 with rezoning	\$1,000 to \$2,000	\$1,000 for map \$750 for text amendment	\$1,500 \$2,000 with rezoning	\$800	\$1,500 \$1,750 if combined with zoning for both
	Major OCP amendment	\$20,000		\$20,000								
	OCP/OSP fee added to zoning application fee	\$2,000										
	Land Use Contract											
	a. Where a bylaw is required	\$3,000										
	b. Amendment done by DP or DVP	No additional fee										
Development Permit	Development Permit for residential, agricultural or accessory uses in a geotech, environmental, or riparian development permit area	\$250		\$300	\$1,300 + 0.017 per m2 of total gross site size to a max of \$3,500 (natural environment and steep slope)	\$110 for DPs in certain DPAs to \$535	\$100 (Environment, Fraser River, Geotech)	\$1,000	\$1,000	\$950 plus \$500 for each concurrent DP	\$200 for environmental, natural hazard, farmland protection	\$250-\$500
	All other DPs	\$350		\$500	\$1,030 agriculture protection - \$2,000 + charge per floor area for form and character DPs		\$502 to \$3,812				\$400 plus fee per unit or square meter of floor area	
Development Variance Permit	DVP	\$350		\$1,300	\$1,200 + \$150 per additional property	\$910 plus varying incremental fees up to \$1,750 for some applications	\$1,010 to \$1,937	\$500	\$750	\$450 + \$50 per additional variance	\$400	\$500
	DVP for construction initiated without a Building Permit	\$400		\$1,600	\$1,820 + 150 per additional property		\$1,937					
Temporary Use	Issuance	\$1,500		\$1,800	\$2,000	\$400	\$4,845	\$2,000	\$500	\$1,450	\$800	\$1,500

Permit				(commercial or industrial)	\$200 in ALR						
	Renewal	\$750	\$1,000	\$1,000		\$505	\$1,500	\$300	\$1,450	\$400	
Site Specific Exemption under Floodplain Bylaw	\$400		\$1,300	Part of Building Permit.	Part of other applications.	\$1,880.50	\$500 for DVP	N/A	Site specific report DP \$950	Currently no fee, considering \$400.	\$0
Subdivision Application Review	Application processing fee	\$300	\$500	\$1,650 (standard and bareland, other fees for different subdivision types)	\$695 + \$35 per lot for three lots of less \$1,290 + \$55 per lot for four lots or more	\$1,550 up to 5 lots \$1,937.00 more than 5 lots	\$1,500 for 3 lots or less	\$750 for 3 lots or less	\$2,000 for 1 to 4 lots \$3,000 for 5 or more lots	\$300 plus \$300 for each parcel proposed	\$500
	Each proposed parcel (including the remainder parcel)	\$150	\$250	\$75		\$97	\$50 for each extra lot above 3 lots	\$50 for each extra lot above 3 lots	\$100		\$50
Land Use Information Letter (title searches, legal description, property development information)	Single Family (per property)	\$100	\$100	\$130 (single family and agricultural)							
	Other	\$200	\$200	\$350							

To: CAO for the Electoral Area Services Committee

Date: 2019-12-10

From: Katelyn Hipwell, Planner II

File No: 6480-30-049

Subject: Hemlock Valley Official Community Plan Review – Process Update

INTENT

This report is intended to advise the Regional Board of information pertaining to the review and update to the Official Community Plan for Hemlock Valley, Electoral Area C. Staff is not looking for a recommendation and has provided this update on the status of the review process for information.

STRATEGIC AREA(S) OF FOCUS

PRIORITIES

Support Environmental Stewardship

Priority #5 Outdoor Recreation

Foster a Strong & Diverse Economy

Priority #4 Tourism

Support Healthy & Sustainable Community

Priority #2 Air & Water Quality

Provide Responsive & Effective Public Services

BACKGROUND

In late 2016, the FVRD initiated the review and update of the Official Community Plan (OCP) for Hemlock Valley in response to the approval of an All-Seasons Resort Master Plan by the Province (Mountain Resorts Branch). The Master Plan approval allows for significant expansion of the existing resort base through a five phase resort development on Crown lands. An update to the OCP is necessary to adequately reflect and address the proposed development of the Master Plan.

In early 2017, the Regional Board endorsed a consultation strategy for the project that built on the previous consultation that had been undertaken as part of the Master Plan approval process. Staff began initial work on the OCP review throughout 2017 by undertaking the following actions:

- Informational presentation to the Hemlock Valley Ratepayers Association
 - Staff provided an overview of the Master Plan approval and process for an OCP review and update

- Association members provided feedback on community concerns to be addressed through OCP review
- Early referral letters to key stakeholders
 - Request for preliminary comments with regard to interests in the expanded OCP area in advance of a draft provided for formal review
- Preliminary meetings with key stakeholders
 - Meetings between staff and various stakeholders were held in response to referral letters
- Information presentation to Village of Harrison Hot Springs Mayor and Council
 - Staff provided an overview of the Master Plan approval and process for an OCP review and update
 - Mayor and council provided comments with regards to their interests in the project

In the interest of expediting the process, the FVRD retained Barefoot Planning + Design to prepare the draft Official Community Plan in July 2019. Staff worked closely with the consultant to create a Plan that adequately reflects the approved Master Plan and expanded scope of development, incorporates the Master Development Agreement commitments laid out as part of the Master Plan approval, and honours the existing Hemlock Village and community.

DISCUSSION

Ongoing Consultation

An early draft Plan, attached, is now available for referral and further public consultation. This early version is a preliminary Plan to garner stakeholder and public feedback. Some sections of the Plan, such as “First Nations History”, “Community Relationships”, and “Neighbourhood Vision” have been left blank or only partially completed in anticipation of continued discussions with key stakeholders to further frame and better inform these segments.

Master Plan versus Official Community Plan

The approved Master Plan is an agreement between the Province of British Columbia and the Resort Developer. This agreement sets the stage for how the Resort Developer will commit to improvements and expansion of the resort in exchange for rights to Crown land and presents a long term vision for this growth over the next 60 years.

The FVRD’s Official Community Plan for Hemlock Valley provides direction to realize a 15 to 20 year vision for the community and is based upon the Controlled Recreation Area established by the approved Master Plan. The Plan aims to be consistent with the development proposed in the Master Plan while serving as a workable Plan to guide sustainable and efficient development of the mountain resort community.

How the Plan Works

To complement the phased development approach of the Master Plan, the OCP was developed with a similarly phased approach which sees the Plan area divided into three distinct Neighbourhood Planning areas (NPA).

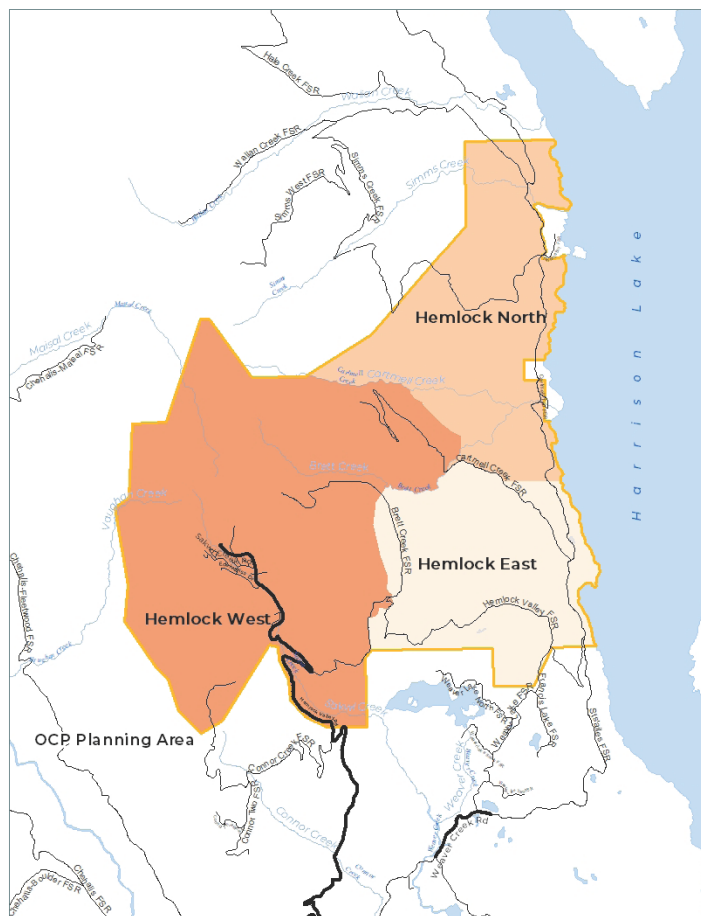


Figure 1: Neighbourhood Planning Areas for the Hemlock Valley Plan Area

The intent is that the Official Community Plan serves as a body of umbrella policies for the entire plan area and is further complemented by individual Neighbourhood Plans for each NPA which contain detailed neighbourhood specific land use policies.

The boundaries of the NPAs were drawn with two key objectives: 1) to provide a framework for a comprehensive infrastructure and servicing approach; and, 2) to ensure efficient and thoughtful land use planning as development proceeds.

Additionally, the Plan contains a Neighbourhood Planning Terms of Reference which serves as a guide for future Neighbourhood Plan development.

At this time, the Plan contains a Neighbourhood Plan for the Hemlock West Neighbourhood Planning Area only, with policies and land use designations limited to the existing Hemlock Village and not the additional areas anticipated

for development under the Master Plan. Neighbourhood Plans for the other NPAs are not contemplated at this time. The timing for development of NPAs will be determined by the resort developer. NPAs must be completed before development can occur in these areas.

Next Steps

Staff will continue consultation in keeping with the previously approved Consultation Strategy:

1. Follow-up referral letters to previously engaged stakeholders will be sent in December with a copy of the draft plan and an invitation to meet for further discussion.
2. Information pertaining to the OCP review process will be made available on the FVRD website, including a copy of the draft Plan, and staff reports.

3. Information meeting and open house scheduling will be coordinated with the Resort Developer and the Hemlock Valley Ratepayers Association.
4. Review of feedback and input received and amendments to the draft Plan as required will be undertaken by staff.
5. Follow up and reporting to Regional Board for 1st reading of the draft bylaw.

Given the seasonal nature of the current Sasquatch Mountain Resort operation, staff intend to take advantage of the increased community presence in Hemlock over the winter months and coordinate any open houses or information meetings during this time.

As the Plan review and update process progresses, staff will continue to provide updates to the Committee and the Regional Board.

COST

The Hemlock Valley Official Community Plan review and update is a scheduled Electoral Area Planning work plan priority. Associated costs are covered under existing Planning and Development budget resources.

CONCLUSION

In response to the Provincial approval of an All-Seasons Resort Master Plan for Hemlock Valley, the FVRD has initiated a review and update to the existing Official Community Plan in order to adequately reflect and address the development contemplated in the Master Plan.

A draft Plan is now available and has been provided to the Committee and Regional Board for information in anticipation of forthcoming further consultation and distribution to stakeholders and the wider community.

COMMENTS BY:

Graham Daneluz, Director of Planning & Development	Reviewed and supported.
Mike Veenbaas, Director of Financial Services	No further financial comment.
Jennifer Kinneman, Acting Chief Administrative Officer	Reviewed and supported.



OFFICIAL COMMUNITY PLAN

HEMLOCK VALLEY

FRASER VALLEY REGIONAL DISTRICT - ELECTORAL AREA C

November 2019

THIS PAGE INTENTIONALLY LEFT BLANK

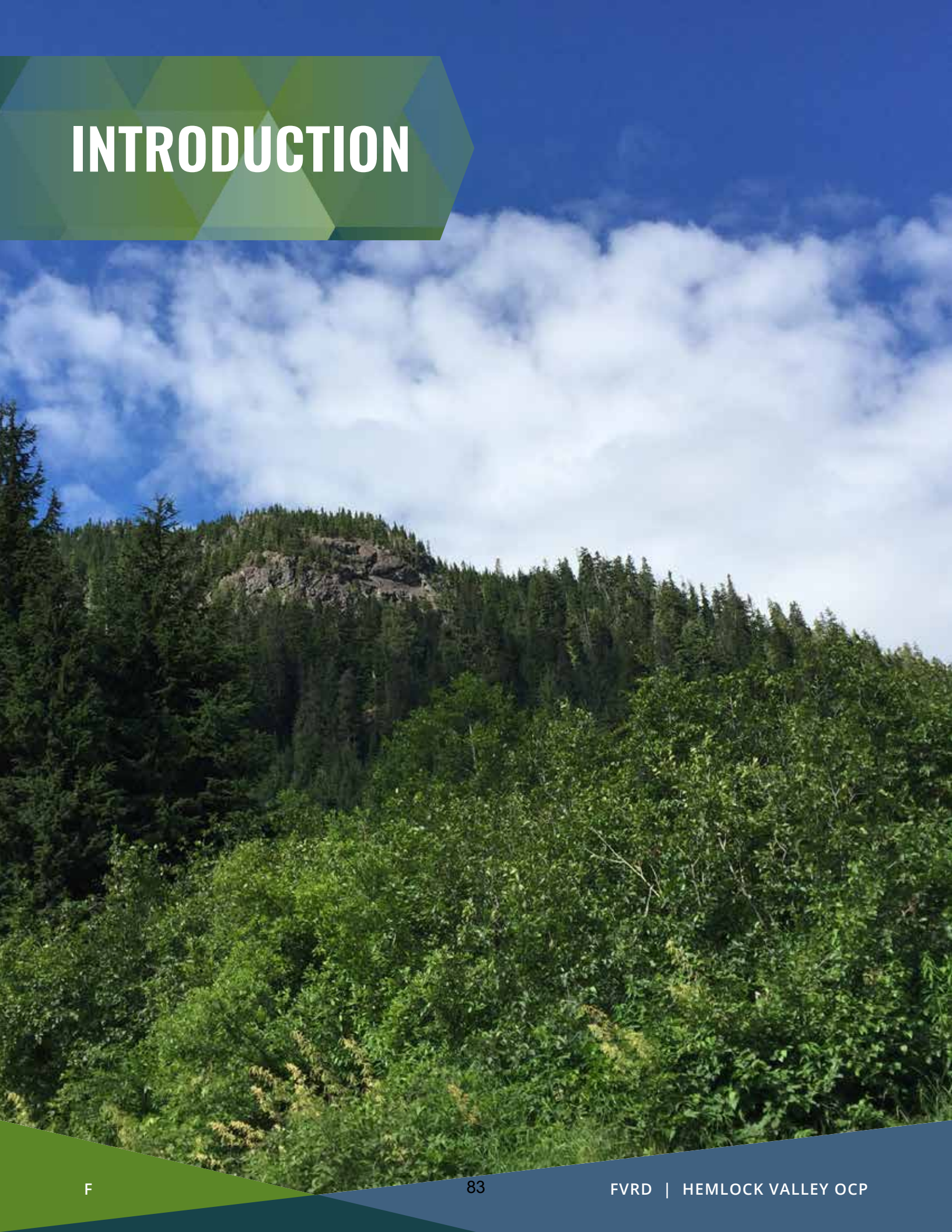
TABLE OF CONTENTS

INTRODUCTION	1
Purpose of the Official Community Plan	1
Planning Area Boundaries	2
How the Plan Was Developed	3
How the Plan Works	3
BACKGROUND & CONTEXT	9
Geographic Context	9
Historical Context	10
The Community Today	11
Community Relationships and Neighbours	12
Resort Community	14
Future Governance	19
VISION & VALUES	21
Community Vision	21
Guiding Principles	21
1. SPIRIT OF RECONCILIATION	23
Overview	23
Building Strong Government to Government Relationships	25
Recognizing, Protecting and Reflecting First Nations' Heritage ...	26
Supporting First Nations' Initiatives	27
2. LAND USE & HOUSING	29
Overview	29
Land Use	30
Land Use Designations	31
Housing	34
3. TRANSPORTATION & MOBILITY	37
Overview	37
Transportation Network	40

Active and Low Emission Mobility.....	41
4. INFRASTRUCTURE & SERVICES.....	43
Overview.....	43
Water Supply	46
Sanitary Sewer Systems	49
Utilities and Communication Services	51
Stormwater Management	53
Snow Clearing and Storage	56
Solid Waste Management	57
Emergency and Protective Services	59
5. HAZARD & RISK MANAGEMENT.....	65
Overview	65
Hazard Management	66
Wildfire Interface Hazard	68
6. ENVIRONMENT & NATURAL RESOURCES.....	71
Overview	71
Watershed Management	72
Natural Resource Management	75
Biodiversity	77
7. ENERGY & CLIMATE CHANGE	81
Overview	81
Energy Planning and Climate Mitigation	83
Climate Adaptation	85
8. COMMUNITY WELL-BEING	87
Overview	87
Building Community and a Sense of Place	88
Creating a Diverse, Healthy and Accessible Community	89
9.	

ECONOMIC STRENGTH & RESILIENCY	91
OVERVIEW	91
Local Economic Development	92
10. RECREATION, PARKS & TRAILS	95
Overview	95
Major Recreational Assets	96
Network of Community Parks, Trails, and Facilities.....	96
11. URBAN DESIGN & THE BUILT FORM	101
Overview	101
Site Design.....	102
Building Design.....	103
Public Realm	104
12. TEMPORARY USE PERMITS	107
Overview.....	107
SCHEDULE I: DEVELOPMENT PERMIT AREAS	111
SCHEDULE II: NEIGHBOURHOOD PLANNING TERMS OF REFERENCE.....	113
SCHEDULE III: HEMLOCK WEST NEIGHBOURHOOD PLAN	115
APPENDICES	119
Appendix 1. Document Glossary	119

INTRODUCTION



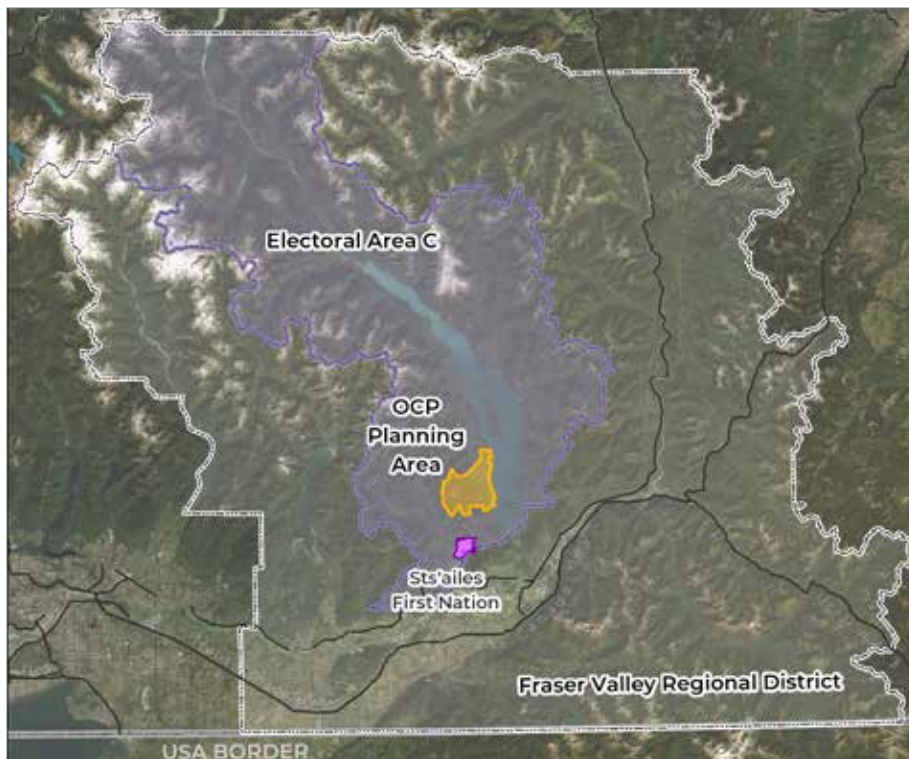
INTRODUCTION

Purpose of the Official Community Plan

The Hemlock Valley Official Community Plan provides direction to realize a 15 to 20-year community vision for Hemlock Valley in Electoral Area C in the Fraser Valley Regional District (*Map 1*). The Plan Area is based on the Controlled Recreation Area (CRA) established by the Province of British Columbia in 2016 as part of approval of the Hemlock Valley All Seasons Resort Master Plan (for what is now Sasquatch Mountain Resort). The CRA provides boundaries for the associated license of occupation which gives the Resort Developer the right to use Crown land for the purposes set out in the Resort Master Plan.

With the anticipated expansion and development of Sasquatch Mountain Resort, this Plan identifies opportunities for the area to grow into a sustainable and vibrant resort community, manages public assets, and addresses potential issues associated with growth.

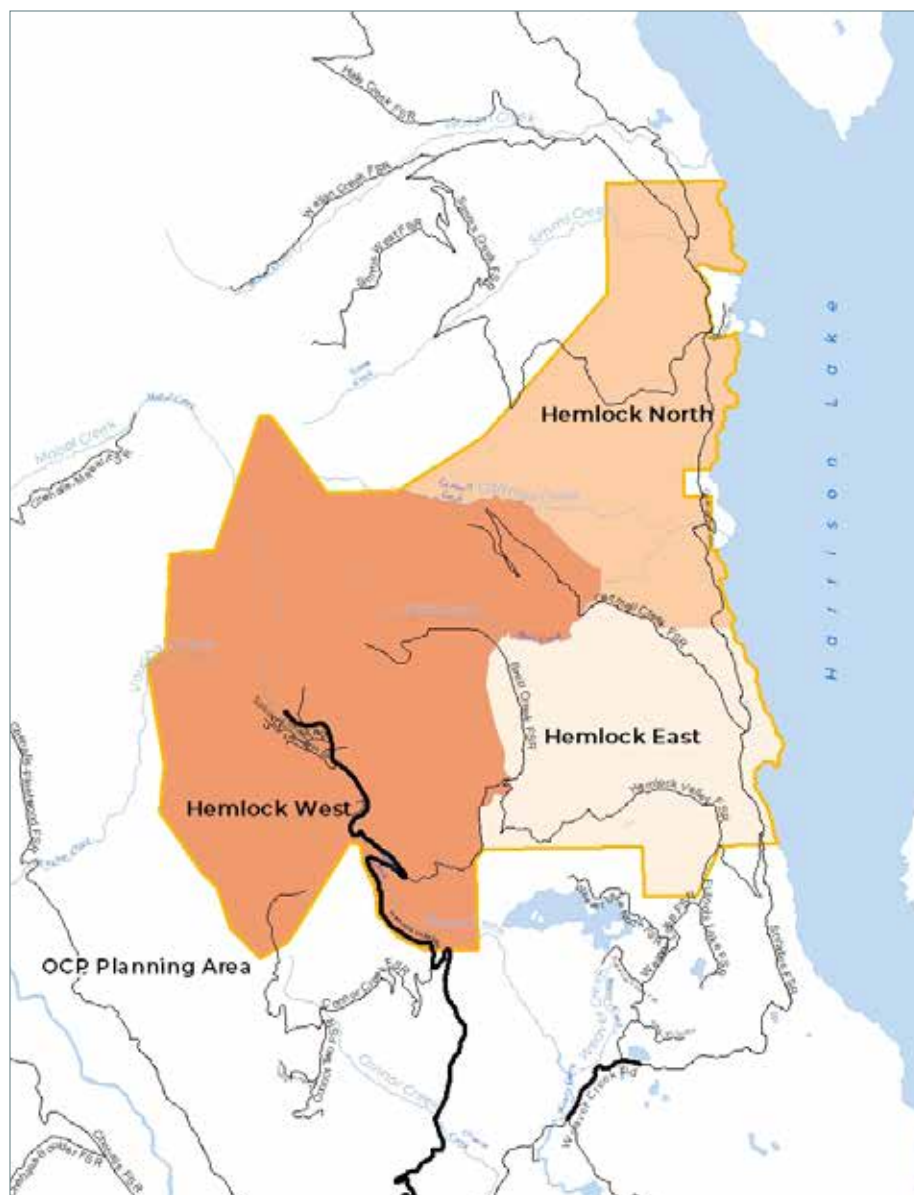
The Hemlock Valley community vision will be realized through detailed objectives and policies as well as tools such as land use designations, development permit guidelines and the government and community actions detailed in this Plan. The Fraser Valley Regional District is responsible for the administration of this Plan, however, its implementation is realized in many ways and requires collaboration and cooperation between various levels of government, private developers, and citizen groups.



Map 1: Hemlock Valley Official Community Plan Area

Planning Area Boundaries

This Plan covers the entirety of the Controlled Recreation Area (CRA) as illustrated on Map 2 (the Official Community Plan Area). Neighbourhood Planning Areas have been established within the OCP Area to provide more detailed policies and land use designations as the resort community continues to grow and expand. The Neighbourhood Planning Area boundaries are also illustrated on Map 2.



Map 2: Hemlock Valley Official Community Plan Area and Neighbourhood Planning Area boundaries

How the Plan Was Developed

The development of this Plan was triggered by the approval of the Hemlock Resort Master Plan (for what is now known as Sasquatch Mountain Resort). The Resort Master Plan outlines significant development and expansion proposals for an expanded Controlled Recreation Area. The details of the Resort Master Plan are provided in subsequent sections. Before development can proceed, Hemlock Valley's Official Community Plan required updating to respond to the Resort Master Plan's proposals.

Substantial consultation took place over the course of developing the Resort Master Plan. Between Fall 2010 and Spring 2013, the Resort Developer undertook significant consultation with the various affected parties as part of the Resort Master Plan approval process. This process included referrals, public information meetings and information sharing between various levels of government, and the developer.

This Plan was developed once the Resort Master Plan was approved by the Province and the associated Master Development Agreement was signed. Additional consultation for this Plan began in 2017 initially including early referral letters to First Nations, neighbouring communities and other stakeholders. Informational meetings and presentations were provided to the Hemlock Valley Homeowners Association and Kwantlen First Nation.

[\[Additional consultation for the development of this plan included...\]](#)

How the Plan Works

Plan Structure and Interpretation

This Plan includes an introductory section providing background and context, a vision and values section, and 11 core Policy Chapters, as follows:

1. Spirit of Reconciliation
2. Land Use and Housing
3. Transportation and Mobility
4. Infrastructure and Services
5. Hazard and Risk Management
6. Environment and Natural Resources
7. Energy and Climate Change
8. Community Well-being
9. Economic Strength and Resiliency
10. Recreation, Parks and Trails
11. Urban Design and the Built Form

Each core policy area includes an overarching goal statement and relevant context, followed by subcategory objectives and relevant context, and finally specific policies to achieve the objectives and overarching goal. Goals and objectives provide broad level directions while the numbered policy statements stand on their own as expressions of the Fraser Valley Regional District Board of Directors (FVRD Board). All other discussions, or non-policy statements, within this Plan are provided for context or convenience and should not be interpreted as complete statements of the intention of the FVRD Board.

Neighbourhood Plans (NPs) are included as schedules to this Plan, where available, and will continue to be developed as the Sasquatch Mountain Resort expands. NPs are intended to provide additional goals, objectives and policies specific to each neighbourhood planning area. NPs are aligned with, informed by, and help to achieve the overarching vision of the OCP. The requirements for and development of new NPs is guided by the Neighbourhood Plan Terms of Reference (Schedule II). NPs will be adopted through an OCP amendment process and must meet the legislative requirements of the *Local Government Act*. Each NP is subject to a public consultation process.

Development Permit Area guidelines are also provided as schedules to this Plan. The guidelines shape the form and character of new development, protect development from hazardous conditions, and encourage best practices for promoting environmental integrity. The guidelines ensure that all new development helps to achieve the policies in this Plan. Development Permit Area boundaries and guidelines may be amended through neighbourhood planning processes.

Relationship to Other Plans and Policies

This Plan is aligned with, informed by, and works in conjunction with several other policy and planning documents, some of which are administered by the Fraser Valley Regional District (FVRD), and some by other agencies and organizations. Figure 1 illustrates the geographic relationship of the primary documents that will guide growth in Hemlock Valley).

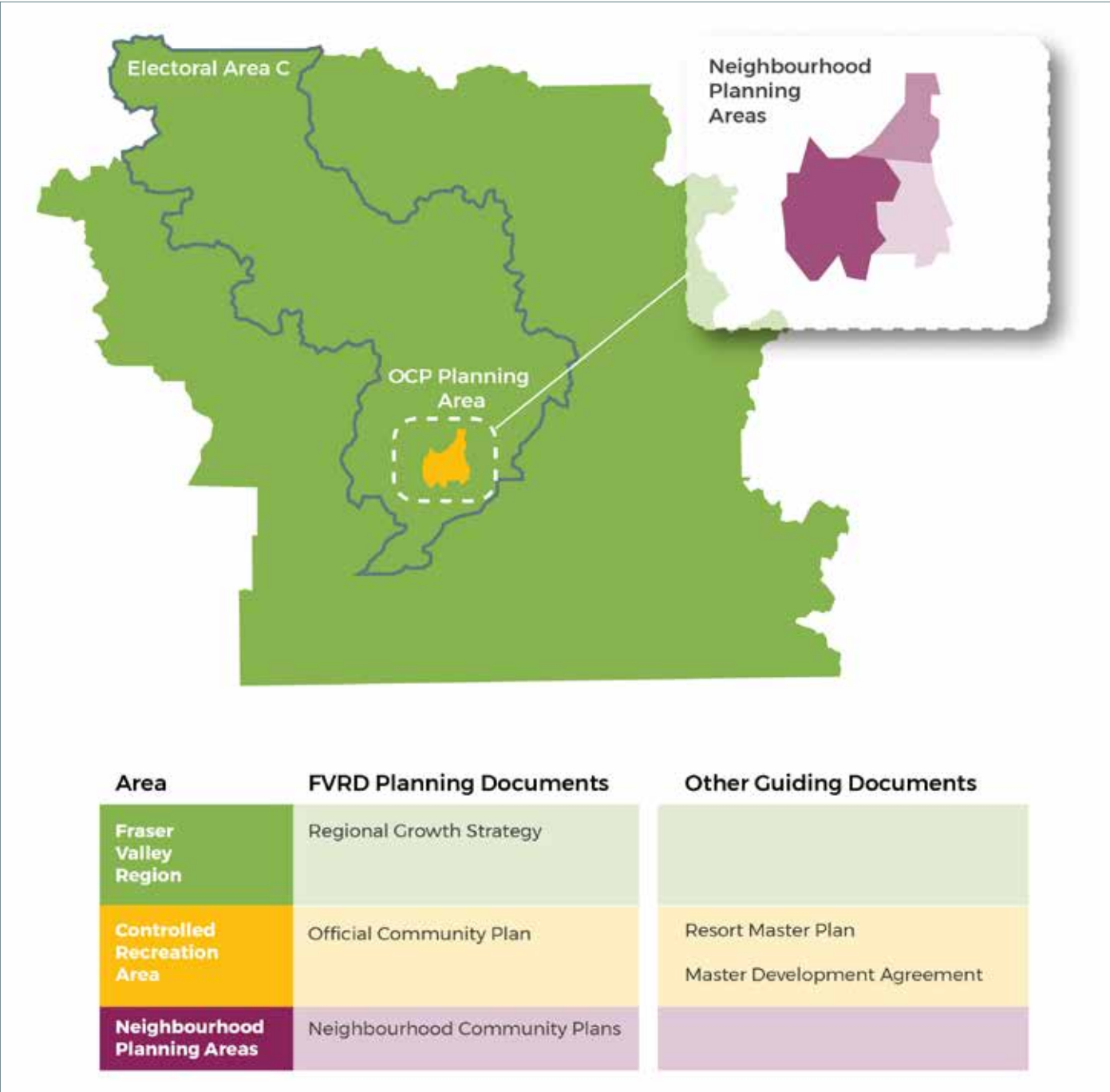


Figure 1: Illustration of the primary documents that will guide growth in Hemlock Valley

The Fraser Valley Regional Growth Strategy

The Fraser Valley Regional Growth Strategy (RGS) is a strategic plan that is also prepared under the authority of the *Local Government Act* in the geographic scope of the regional district. The RGS provides an overarching framework for planning and coordinating the activities of local governments and the provincial government. It considers transit, housing, parks, economic development and environmental issues from a regional perspective with the goal of creating healthy, sustainable communities. As a long-range vision with a 20 to 30-year scope, it aims to ensure the region as a whole is working toward a common future.

Electoral area planning and zoning must be consistent with RGS policies. The full procedure for aligning municipal and electoral area OCP's with the RGS is outlined in the *Local Government Act*.

The Hemlock Resort Master Plan (Sasquatch Mountain Resort)

The Hemlock Resort Master Plan is an All-Seasons Resort Master Plan for what is now known as Sasquatch Mountain Resort. The Resort Master Plan, which outlines significant development and expansion plans, was created by Berezan Resort (Hemlock) Ltd. and approved by the Province of British Columbia in 2016. For the purpose of this Official Community Plan, the Hemlock Resort Master Plan will be referred to as the **Resort Master Plan**, and Berezan Resort (Hemlock) Ltd. will be referred to as the **Resort Developer**.

Though the Resort Master Plan was approved by the Province, development cannot proceed unless it is consistent with the policies of this Plan, including its schedules (i.e. neighbourhood plans and development permit guidelines) and other relevant Fraser Valley Regional District bylaws.

The vision and proposed development in the Resort Master Plan is largely supported by the community. However, it is a long range plan that is dependent on a variety of global factors that cannot be controlled, including variables related to the local and regional economy and global climate change impacts. This Plan, focused on the near to medium term, endeavours to provide flexibility for realizing the vision of the Resort Master Plan in light of this uncertainty, while continuing to protect the broader public interest.

More information about the Resort Master Plan and the associated Master Development Agreement is provided in the *Background and Context* section of this Plan.

Other Plans and Policies

Additionally, this OCP works in conjunction or coordination with:

- › FVRD Subdivision and Control Bylaw
- › FVRD Solid Waste Management Plan
- › FVRD infrastructure and servicing plans, bylaws, and guidelines
- › FVRD Hazard Acceptability Thresholds and geohazard policies
- › FVRD Water & Sewer Policies
- › Sts'ailes Comprehensive Community Plan
- › Harrison Hot Springs Official Community Plan

Implementation and Effect of this Plan

Implementation of this Plan's policies will be realized through collaboration and cooperation between various levels of government, private developers, and citizen groups. Policy actions that are within the jurisdiction of the Fraser Valley Regional District (FVRD) may be implemented through the provision of services; servicing practices and standards; and, the subdivision and development control process, including zoning bylaws, subdivision standards, and the issuance of permits, including development permits.

This Plan also contains advocacy policies which relate to matters that are the jurisdiction of provincial agencies or other authorities. These policies may be advanced through liaison with the responsible authority, including referral responses.

The Fraser Valley Regional Board is required by the *Local Government Act* to comply with the policies of this Plan as follows:

- › Zoning bylaw amendments must be consistent with this Plan's policies. A zoning bylaw enacted prior to the effective date of this Plan is not altered by this Plan. Where such a bylaw is amended, the amending bylaw must be consistent with the provisions of this Plan.
- › OCP Policy is a guide, not an obligation. The adoption of this Plan does not commit the Regional Board or any other governmental body to undertake any project outlined herein, nor does it authorize the Regional Board or any other governmental body to proceed with a project except in accordance with the procedures and restrictions laid down by any Act.
- › All bylaws must be consistent with the OCP. All bylaws enacted and works undertaken by the Regional Board shall be consistent with the Official Community Plan.

Amendment and Review Process

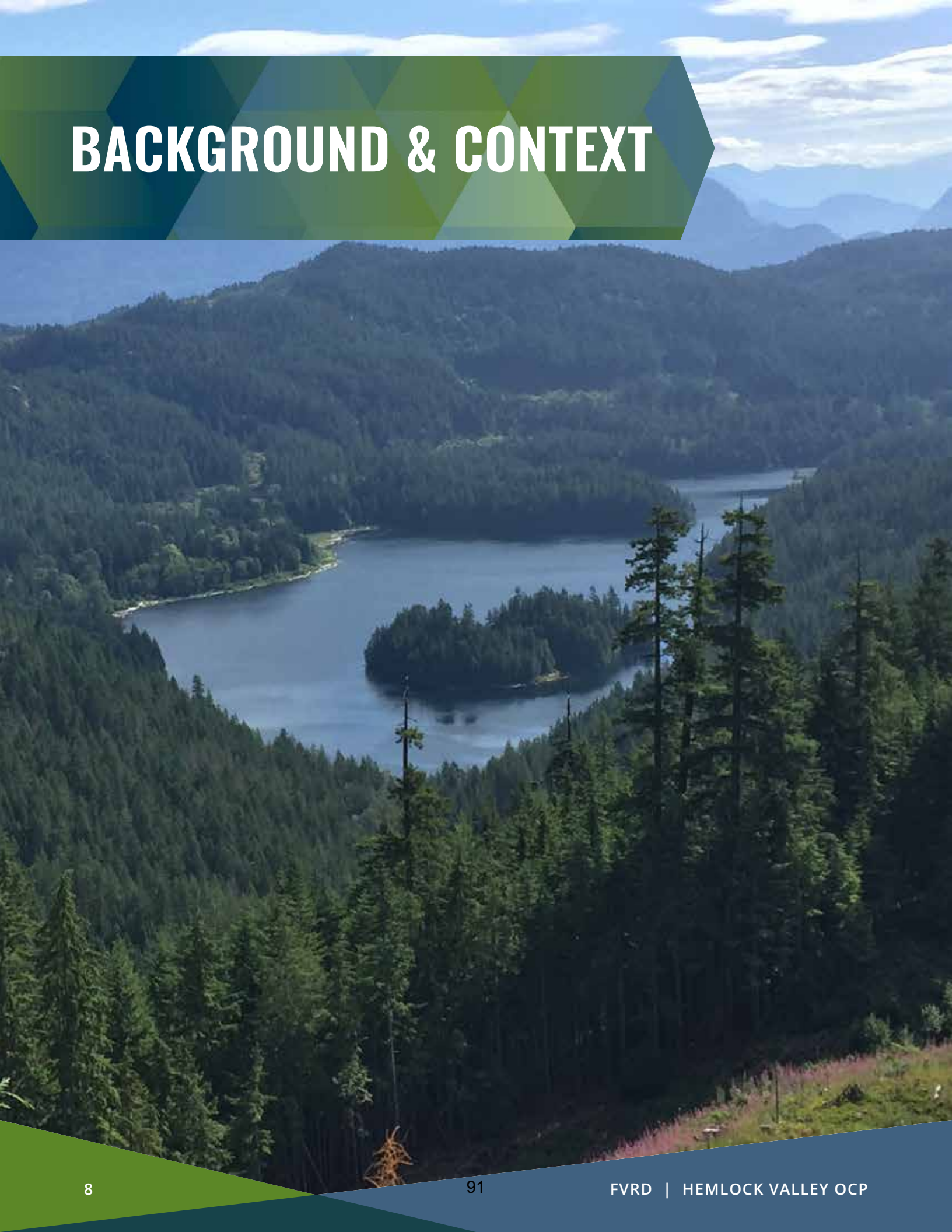
Official Community Plans may be reviewed and amended as community values and priorities evolve, new legislation or contextual information arises, or significant or unanticipated development proposals come forward.

It is anticipated that this Plan will be amended periodically to update or incorporate new neighbourhood plans, and development permit areas and guidelines which will be created as growth proceeds throughout the Plan area. Additionally, this Plan may be updated based on recent Provincial requirements for local governments to prepare housing needs reports to better understand current and future housing demands. These reports will help identify existing and projected gaps in housing supply based on local demographics, economics, housing stock, and other factors; local governments must respond appropriately to these assessments through local and regional planning policy. All substantive amendments to this Plan will include public input and will reflect the interests of the community.

Monitoring and Evaluation

The Fraser Valley Regional District will review this Plan's implementation and progress periodically to track the performance of its policies and actions. Performance indicators may be used to evaluate current realities against past trends and future directions in order to support decision-making.

BACKGROUND & CONTEXT



BACKGROUND & CONTEXT

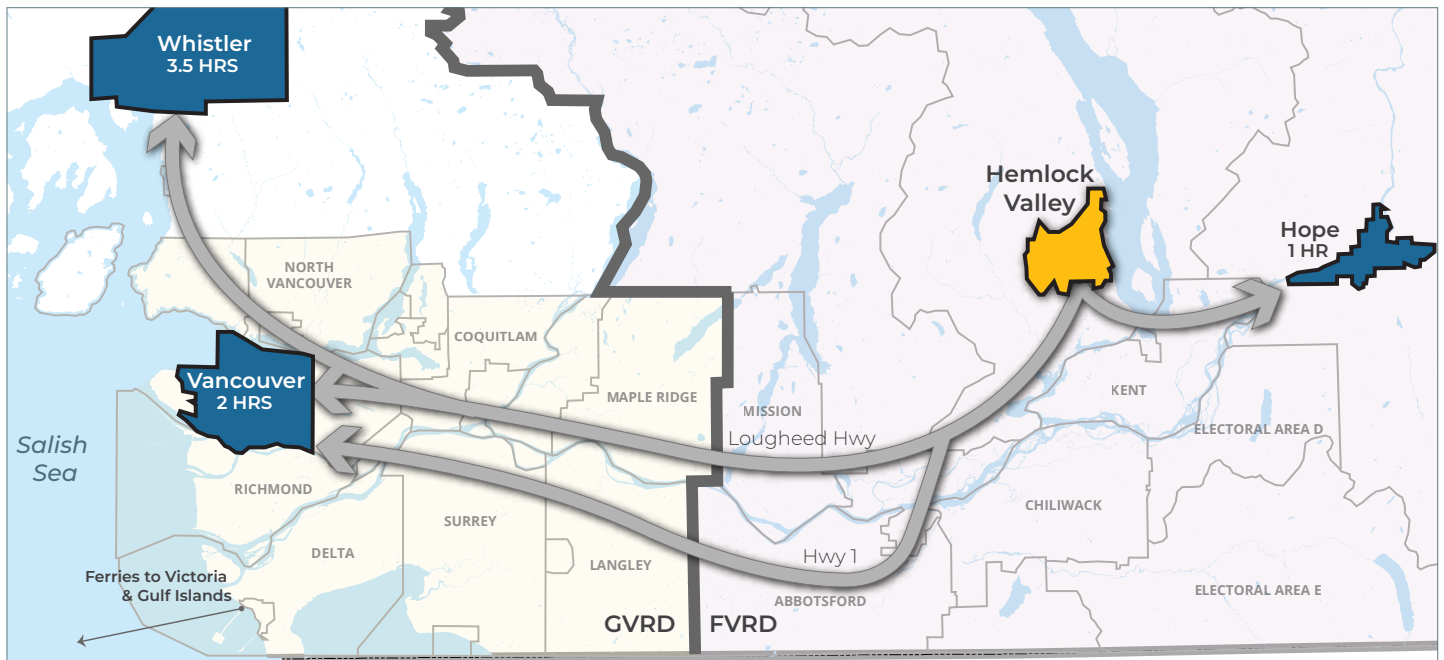
Geographic Context

Hemlock Valley is part of Electoral Area C in the Fraser Valley Regional District (Map 3). The area is located in the Coast Range Mountains, approximately an hour by automobile from the municipality of Chilliwack. Hemlock Valley is an area of striking natural beauty, sheltered by the coastal mountains, with a magnificent southern view of the National Border Mountain chain.

The historic heart of the area is a narrow valley at the headwaters of Sakwi Creek. It is bordered to the east and south by the slopes of Mt. Klautdt and Mt.

Keenan respectively. The valley has a narrow entrance, surrounded by two major bluffs rising 300 metres (1,000) feet above the valley floor. The valley has a generally north-south axis with the large skiing bowl at its terminus.

To the west of the valley floor, Cohen Creek watershed sits within the steep mountain terrain. To the east, a series of steep mountain benches forming a long ridge contain several tributaries of the Sakwi Creek. Sakwi Creek is the collecting stream for the valley's surface water. Second growth trees cover most of the slopes.



Map 3: Plan area within the regional context

Historical Context

First Nations History

[First Nations presence and historic use of and relationship to the land; To be drafted collaboratively with Sts'ailes, Kwantlen and others as applicable]

Forestry History

Lumber companies have logged the valley and the surrounding area for decades. The period following the Second World War brought a strong market for timber in the Lower Mainland and logging in the Harrison Lake area began to boom. Loggers from the Sts'ailes First Nation and the Mission area were brought in daily and eventually large swaths of the Valley were clear cut for hemlock and fir.

The logging activity created a network of logging roads which exist today and form the basis of some of the trails for alpine and cross-country skiing. Though much of the area has been replanted and appears today as second growth forest, evidence of historic forestry operations remains on the mountain slopes.

Mountain Resort History

In the 1950s, the early realization of a ski hill began when loggers working in the area created the first rudimentary ski tours. In 1969, public skiing was established when Hemlock Valley Recreation (HVR) was founded by Ivan Pretty, Max Nargil, Bruce Leddingham and Ken and Bert Lawrence. The family oriented skiing resort was officially opened on December 21, 1969 with a single rope-tow lift and an old school bus equipped with a wood burning stove that served as the ski-lodge. Approximately 30-40 loyal families visited the ski hills in Hemlock Valley in the first season.

Major improvements began in the early 1970s when negotiations to establish a lease area took place between HVR and the provincial government. HVR secured a lease for 206 acres of land in what is now Hemlock West with an option to purchase and subdivide 103 acres for chalet lots. In 1973, HVR improved access from Harrison Mills to the ski resort by rerouting and upgrading a 12-mile private logging road (now Hemlock Valley Road). The improvements enabled the Ministry of Transportation and Infrastructure (MOTI) to gazette the road as a public highway. Since then, MOTI has been responsible for maintaining and improving the road up to Hemlock Valley. In 1976, with security of tenure and established road infrastructure, HVR proceeded to develop the area. The first subdivision of 55 lots was completed and sold; improvements were completed on the lodge; and the construction of the maintenance building and water storage dam were completed. In 1978 a third chair lift was added. An addition to the lodge was built and services were constructed underground.

In 1978-1979, additional areas were subdivided, adding approximately 170 lots to the resort community. Two precast concrete multi-story condominiums were constructed in the base area containing a total of 60 suites. In 1979, HVR constructed a sewage treatment plant. Other development and expansion plans were considered but ultimately abandoned with just a few minor improvements taking place over the next two decades. The majority of infrastructure and residential development, as it exists today, dates to 1976 - 1981. Through the 1990's, resort ownership changed a few times and the area was largely marked by periods of relatively intense activity followed by periods of stagnation.

The resort was purchased by the Berezan Group in the fall of 2006. In 2008, the Berezan Group began planning for significant growth and development, including an expansion of the Controlled Recreation Area from 346 hectares surrounding the historic ski resort to 6,372 hectares stretching north and east from the existing base to Harrison Lake. An All-Seasons Resort Master Plan outlining proposed development and expansion was prepared by the Berezan Group and approved by the Province in 2016. A summary of this Resort Master Plan is provided in the section, Future Resort Community.

The Community Today

The Community by the Numbers



Projected Growth

- › The Hemlock Resort Master Plan outlines development plans that would result in 19,969 bed units and 279,542 square feet of built space for service and commercial.
- › It is difficult to project the correlated increase in the permanent population as these units would generally not be occupied as primary residences.

Community Relationships and Neighbours

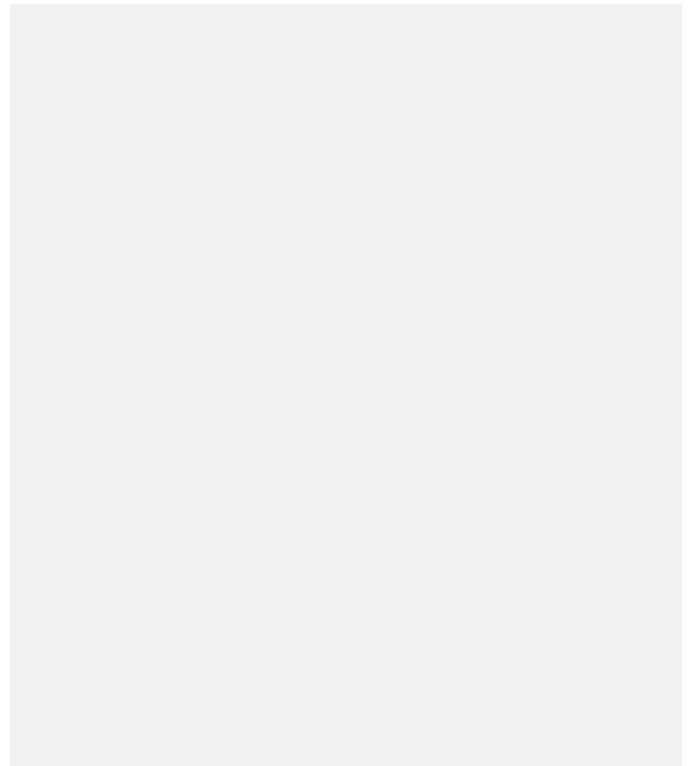
First Nations

[To be reviewed and revised with First Nations]

The Hemlock Valley Plan area includes a series of overlapping First Nations interests, including the Sts'ailes, the Kwantlen First Nation, and the Sto:lo Tribal Council. The Resort Master Plan identifies the Sts'ailes as having the most prominent presence in the area. The Nation considers much of the area to be part of their primary traditional territory. The Kwantlen First Nation is a member of the Sto:lo Tribal Council, located primarily in the Fort Langley area, associated with the Fraser River, with interests up Harrison Lake. The Douglas First Nation, a member of the In-Shuck-ch Nation, is located at the north end of Harrison Lake.

The Sto:lo Tribal Council is made up of 8 member First Nations Bands, centered on the Fraser River, tracking east to Hope, west to Vancouver, north to the headwaters of Harrison Lake and south to the Canada / USA border. The Hemlock Valley Plan Area is blanketed by Sto:lo area of interest.

Sto:lo Nation [to be developed / refined with First Nations Relations Policy Analyst]



[Graphic / Image Placeholder]

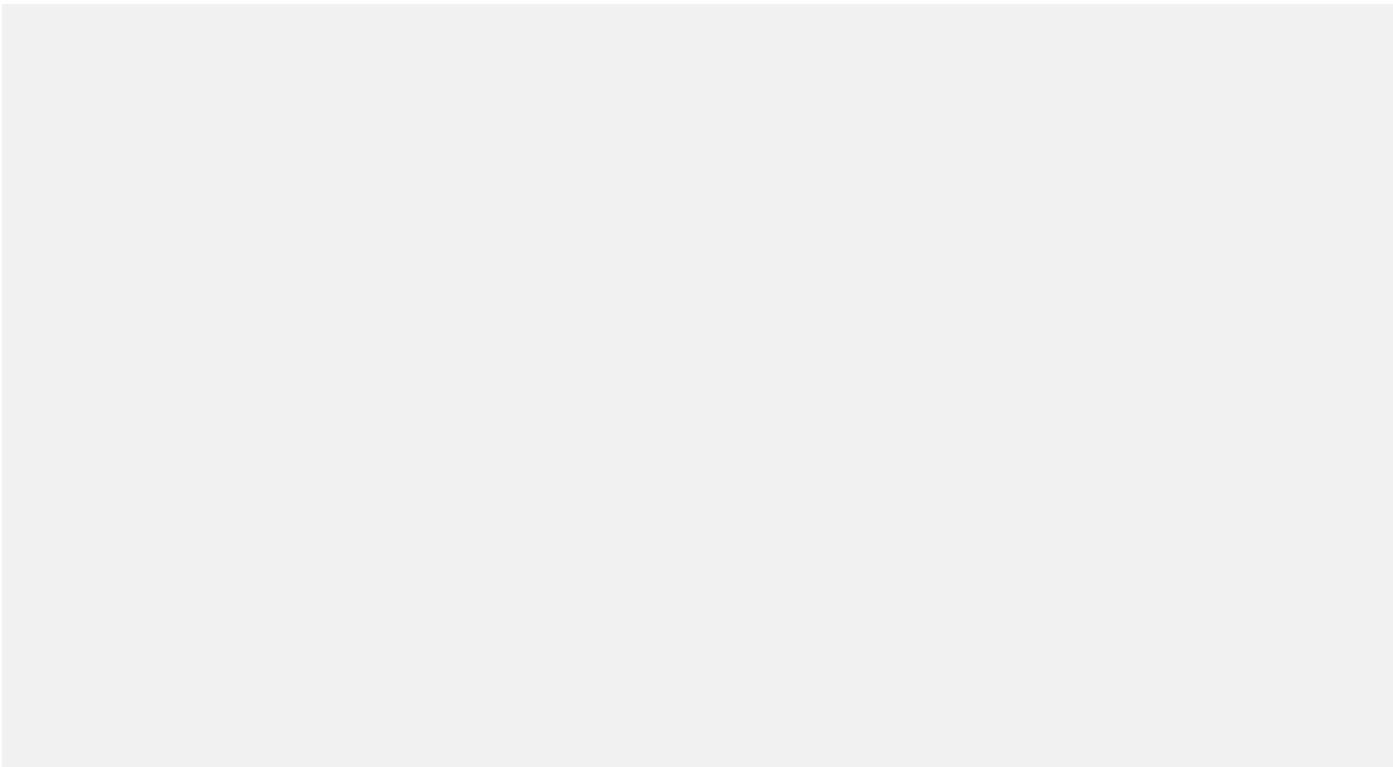
Neighbouring Communities

[To be reviewed and revised with VHHS and others as appropriate]

The largest town nearby is Agassiz in the District of Kent, which is approximately 38 km from Hemlock Valley. Mission is approximately 55 km west. The Village of Harrison Hot Springs is located at the southern end of Harrison Lake, south of the Hemlock Valley Plan Area. Harrison Hot Springs is also a resort community focused on the waterfront and made popular by its hot springs. Growth and expansion in Hemlock Valley must consider potential economic, environmental, and transportation impacts to the Village of Harrison Hot Springs.

Hemlock Valley Homeowners Association

The Hemlock Valley Homeowners Association (HVHA), established in 1980, is a non-profit organization that works on behalf of the homeowners of Hemlock Valley on issues related to the community. The HVHA is membership based and operated by a board of directors.



[Graphic / Image Placeholder]

Resort Community

Existing Resort Features

Now known as Sasquatch Mountain Resort, the alpine ski hill in Hemlock Valley consists of 4 ski lifts servicing 146.8 hectares of developed ski terrain on 35 named trails. Skiing and snowboarding are offered on the south and southwest slopes of Hemlock, utilizing a 100% natural snowpack.

The ski facilities today have a Comfortable Carrying Capacity (CCC) of approximately 1,150 skiers/boarders per day. The Balanced Resort Capacity (BRC) is the cumulative capacity of the resort's facilities in terms of visitors per day. Hemlock's existing BRC equals 1,640 guests per day. The resort is serviced by a single base lodge with limited facilities.

The existing residential and commercial accommodation facilities include 226 resort residential units at Hemlock which equates to 1,072 bed units. About 60% of the existing overnight accommodation units can be classified as ski in/ski out or are within a comfortable walking distance to the base area. This equates to 598 bed units that have direct access to the skiing, a desirable attribute that differentiates Hemlock from most other mountain resorts in North America.

Resort Master Plan

The Hemlock Resort Master Plan for Sasquatch Mountain Resort (the Resort Master Plan) outlines significant development and expansion plans for the Hemlock Valley Controlled Recreation Area through five phases of development on Crown Lands. The Resort Master Plan envisions the area "to be a unique cutting edge, four season mountain resort, catering to local, regional and destination guests, in a dynamic fashion, offering an easily accessible refuge and escape from the city."

The Resort Master Plan includes various elements of proposed development, including:

Mountain and Facilities Features

In the winter, includes the expanded ski lift and trail offering, complemented by ski touring, cross-country skiing, tubing, snowshoeing, snowplay, and snowmobiling. In the summer, this includes downhill and cross-country mountain biking, hiking, sightseeing, ziplining, boating, fishing, swimming, ATVing, golfing and horseback riding.

Balanced Resort Capacity Increase

Balanced Resort Capacity (BRC), as defined in the British Columbia All Seasons Resorts Guidelines, is the optimum number of visitors that can utilize a resort's facilities per day in such a way that their recreational expectations are being met while the integrity of the site's physical and sociological environment is maintained on a year-round basis. The BRC for Hemlock Valley, per the Resort Master Plan, was calculated to total of 16,641 visitors per day at complete build out. A cumulative increase in BRC from 1,640 to 16,641 guests per day is estimated.

Base Area Growth

Improvements and expansion of the base area village are proposed to complement the mountain's attributes, amenities and planned facilities, including residential and employee housing.

Built Space Development

Proposed built space features to meet the needs and expectations of the resort's visitors include restaurants, bars, commercial and retail outlets, rental and repair shops, guest services, ski school, patrol and first aid, day care, lockers, resort administration and employee facilities, and future additional visitor-oriented built space broadened to provide for guests staying for extended visits include a greater variety of restaurants, retail outlets, convention, seminar and retreat facilities, theatre, spas, and recreation facilities.

Other built space requirements were identified to meet the local community's needs as it grows, such as a grocery store, liquor store, day care, drug store, hardware, post office, church, or community centre.

By buildout, the amount of facility related space increases from the existing 16,200 square feet to 279,542 square feet. Internal to this, destination and resident oriented space grows from the current zero square feet to 79,900 square feet.

Bed Unit Increase

In relation to the resort’s BRC, the number of bed units required at build out is 19,969; an increase from the 1,072 existing bed units. The distribution of these is proposed to be 40% public (available for nightly rental), 45% private (privately held and used) and 15% resident / employee deed restricted housing (for the working community necessary to key all aspects of the resort functioning).

Table 1: Summary of Proposed Resort Expansion

	The Resort Today	The Envisioned Resort (60-year Build Out)
Balanced Resort Capacity	1,640	16,641
Tourism Seasons	Winter	Winter, Summer, Spring, Fall
Neighbourhoods	1 with a total of 1,072 bed units	3 with a total of 19,969 bed units
Facility Space (e.g. restaurant, lodge, retail space)	16,200 sqft	270,542 sqft

Realization of the Resort Master Plan

This official community plan, and the Resort Master Plan upon which it is based, present a compelling vision for a major expansion to Hemlock Valley and Sasquatch Mountain Resort that will, over time, transform Hemlock Valley into a dynamic four season resort community. This development would bolster the regional economy, support the needs of tourists and address demand for outdoor recreation in the Fraser Valley. There are many potential benefits.

There are also many challenges. Mountain resort communities are, by their very nature, located in sensitive alpine environments. Hemlock Valley has limited infrastructure and relatively basic community services. It is distant from urban service centres. The development vision put forth in the Resort Master

Plan, and consequently this OCP, involves discrete and separate development nodes that will require new roads, utilities, and services.

As a result, the costs and complexity of development will be high. It will be critical for new development areas to be preceded by comprehensive neighbourhood planning to address servicing, land use, and the environment. Property taxpayers in the Fraser Valley Region cannot subsidize resort development and so all development costs, including the cost of comprehensive planning prior to development, must be borne by the Resort Developer and others building in Hemlock Valley.

Neighbourhood Planning Areas and Resort Development Areas

The Hemlock Valley Plan Area is divided into three Neighbourhood Planning (NP) Areas as outlined below. The intent of these areas is to ensure a detailed Neighbourhood Plan (NP) will be prepared in consultation with the community and relevant stakeholders in advance of any development.

The boundaries of the NP Areas were drawn with two key objectives: 1) To provide a framework for a comprehensive infrastructure and servicing approach; and, 2) To ensure efficient and thoughtful land use planning happens as development proceeds. The three NP areas were informed by the Development Areas outlined in the Resort Master Plan. The relationship of the NP Areas and the Resort Master Plan Development Areas is described below.

- › Hemlock West includes the historic resort community and is composed of four Resort Master Plan development areas: Hemlock Village, The West Face Village, The Residents, and The Pinnacle.
- › Hemlock East includes the area to the east of the historic community is composed of two Resort Master Plan development areas: The Chateau Hemlock and The Enclave.
- › Hemlock North includes the northern part of the Plan Area adjacent to Harrison Lake and is a notable part of the traditional Sts’ailes territory. The Resort Master Plan proposes a joint development venture between the Sts’ailes and the Resort Developer for the development area called Quqwathem Village. The Resort Master Plan development areas for Hemlock North include: Cottonwood Estates, Quqwathem Village, and Northwood.

Resort Master Plan Implementation

The pace of implementation of the Resort Master Plan will be driven by the resort marketplace and economic conditions and is generally considered a long range plan (longer than the anticipated life of this Plan).

The proposed development is divided into five sequential phases centered around the Development Areas identified in the Resort Master Plan. The table below summarizes the five phases and relates them to Neighbourhood Plan Areas provided in this Plan.

Table 2: Resort Master Plan Implementation Phases

Phase	Bed Units	Built Space (sqft)	Resort Master Plan Development Area	OCP Neighbourhood Planning Area
One	Increase: 1,072 to 4,513	Increase: 16,200 to 76, 877	West Face Village (north end) The Residents (infill)	Hemlock West
Two	Increase: 4,513 to 8,449	Increase: 76,877 to 116, 914	West Face Village (south end) The Residents (infill)	Hemlock West
			The Enclave (part one)	Hemlock East
			Quqwathem Village (part one) Northwood and Golf Course	Hemlock North
Three	Increase: 8,449 to 12,709	Increase: 116,914 to 177,218	Hemlock Village (redevelopment) The Residents (infill)	Hemlock West
			Cottonwood Estates Quqwathem Village (part two)	Hemlock North
Four	Increase: 12,709 to 16,720	Increase: 177,218 to 233.924	The East Base	Hemlock North
			The Pinnacle Chateau Hemlock	Hemlock West
Five	Increase: 16,720 to 19,969	Increase: 233,924 to 279,542	The Enclave (part two)	Hemlock East

Master Development Agreement

As part of the approval of the Resort Master Plan, the Province and the developer entered into a Master Development Agreement (MDA) which outlines commitments for which the Resort Developer is responsible. The commitments were developed in consultation with the Fraser Valley Regional District, local First Nations, and various other stakeholders.

MDA commitments that are relevant to the vision, principles, and goals of this Plan are summarized in

the table below and are reinforced through related statements and policies throughout this Plan. Many of the commitments, once completed, will inform future neighbourhood plans and will therefore lead to a plan development or update process as specified in the Neighbourhood Plan Terms of Reference (Schedule II). All MDA commitments are necessary foundational components of the envisioned sustainable resort community.

Table 3: Master Development Agreement Commitments

Commitment	Approving Authority	Timeframe as Described in MDA	Connection to this plan
Balanced Resort Capacity and Maximum Bed Unit Entitlement	Mountain Resorts Branch (FLNRO)	Projections for buildout; progress to be monitored	Will inform land use in future NPs and NP updates
Phasing Schedule	Mountain Resorts Branch (FLNRO)	Based on market demand	Development phases proposed in Resort Master Plan will trigger NP development / update processes
Design Guidelines Covenant	Mountain Resorts Branch (FLNRO) and FVRD	Prior to each development phase	Will inform future Development Permit Areas and require an OCP amendment
Employee Housing Quota (10%)	Mountain Resorts Branch (FLNRO)	Prior to each development phase (after Phase 1)	Will inform land use in future NPs / NP updates
Archaeological Overview Assessment and Archaeological Impacts Assessment (if required)	Archaeology Branch (FLNRO)	Prior to any alteration of land	Key to realizing the goals of Policy Chapter 1 of this Plan Spirit of Reconciliation
Public Recreation Management Plan	Mountain Resorts Branch (FLNRO)	Prior to March 31, 2018 (past due)	Will inform foundational elements of Policy Chapter 10 Recreation, Parks and Trails and future NPs / NP updates; may result in an OCP amendment
Environmental Management Plans	Mountain Resorts Branch (FLNRO)	Prior to March 31, 2017 or prior to the development of Phase 1	Will inform foundational elements of several Policy Chapters, notably Policy Chapter 6, Environment and Natural Resources, as well as future NPs / NP updates; may result in an OCP amendment
Cumulative Effects Assessment	Mountain Resorts Branch (FLNRO), Ministry of Environment, FVRD, and Sts'ailes	Prior to the development of Phase 1	Will inform foundational elements of several Policy Chapters, notably Policy Chapter 6, Environment and Natural Resources, as well as future NPs / NP updates; may result in an OCP amendment
BC Environmental Assessment	Appropriate branches of BC Government	Prior to each phase of development	Will inform policies and land use in future NPs / NP updates as well as future Development Permit Areas

Table 3: Master Development Agreement Commitments (continued)

Commitment	Approving Authority	Timeframe as Described in MDA	Connection to this plan
Traffic Impact Assessment	Ministry of Transportation and Infrastructure (MOTI)	Prior to each development phase (after Phase 1)	Will inform policies in future NPs / NP updates
Analysis of Existing Community Water Supply	Fraser Health Authority	Prior to the development of Phase 1	Will inform policies in, and may result in an update to, the Hemlock West NP (Schedule III)
Upgrade of Existing Water Treatment System	Fraser Health Authority	Prior to the development of Phase 1	Will inform foundational elements of Policy Chapter 6, Environment and Natural Resources and Chapter 4 Infrastructure and Services as well as future NPs / NP updates; may result in an OCP amendment
Updated Base Area Plan (relocation options for lots in high risk hazard areas)	Mountain Resorts Branch (FLNRO) and FVRD	Prior to the development of Phase 1	Will trigger an NP Planning Process and result in an update to the Hemlock West NP (Schedule III)
Hazard Feasibility Study	FVRD	Prior to the development of Phase 2	Will inform policies and land use in future NPs / NP updates as well as future Development Permit Areas
Snow Clearing and Storage Plan	FVRD	Prior to the development of Phase 2	Will inform policies in future NPs and NP updates
Comprehensive Study of Existing Community Sewer System and necessary upgrades	FVRD	Prior to the development of Phase 1	Will inform policies in, and may result in an update to, the Hemlock West NP (Schedule III)
Feasibility Study (Comprehensive Servicing Studies) for Water and Sewer Systems	FVRD	Prior to each phase of development	Will inform foundational elements of Policy Chapter 6, Environment and Natural Resources and Policy Chapter 4 Infrastructure and Services as well as future NPs / NP updates; may result in an OCP amendment
Energy Demand Supply and Distribution Plan	FVRD	Prior to the development of Phase 1	Will inform foundational elements of Policy Chapter 4 Infrastructure and Services and Policy Chapter 7 Energy and Climate Change as well as future NPs / NP updates; may result in an OCP amendment
Solid Waste Management Plan	FVRD	Prior to the development of Phase 1	Will inform foundational elements of Policy Chapter 4 Infrastructure and Services as well as future NPs / NP updates; may result in an OCP amendment
Emergency Management Plan	FVRD	Prior to the development of Phase 1	Will inform foundational elements of Policy Chapter 5 Hazard and Risk Management as well as future NPs / NP updates; may result in an OCP amendment
Detailed Fire Protection Impact Assessment Study	FVRD	Prior to the development of Phase 1	Will inform foundational elements of Policy Chapter 4 Infrastructure and Services and Policy Chapter 5 Hazard and Risk Management as well as future NPs / NP updates; may result in an OCP amendment
First Nation Woodland License Integration	FLNRO and Sts'ailes	TBD	Will inform foundational elements of Policy Chapter 6, Environment and Natural Resources as well as future NPs / NP updates; may result in an OCP amendment

Table 3: Master Development Agreement Commitments (continued)

Commitment	Approving Authority	Timeframe as Described in MDA	Connection to this plan
Forest Management Plan	FLNRO and Sts'ailes	TBD	Will inform foundational elements of Policy Chapter 6, Environment and Natural Resources as well as future NPs / NP updates; may result in an OCP amendment

Table Notes: Forest Lands and Natural Resource Operations and Rural Development (FLNRO) is the Provincial Ministry responsible for the stewardship of provincial Crown land and natural resources, and for the protection of B.C.'s archaeological and heritage resources.

Servicing a Resort Community

A resort community, as is envisioned in the Resort Master Plan, and that exists to a much lesser extent today, is fundamentally different than a typical rural or urban community. Resort communities require and can only justify certain types and levels of services. For example, due to the transient nature of the population, it is unlikely that a school or hospital would be located in the area in the near term. For this reason, it is also crucial that the Master Development Agreement commitments are met, as many of them help to guarantee economically and environmentally responsible infrastructure and servicing development.

Future Governance

Hemlock Valley is within Electoral Area C in the Fraser Valley Regional District (FVRD). Electoral areas typically have smaller populations and are unincorporated which, in part, means there is no municipal council that governs the local area. Instead electoral areas are governed and administered by the regional district and its board of directors. As such, each electoral area is represented by one locally elected electoral area director and is afforded one seat at the regional district board. The number of representatives appointed to the board for incorporated municipalities is dependent upon each local area's population.

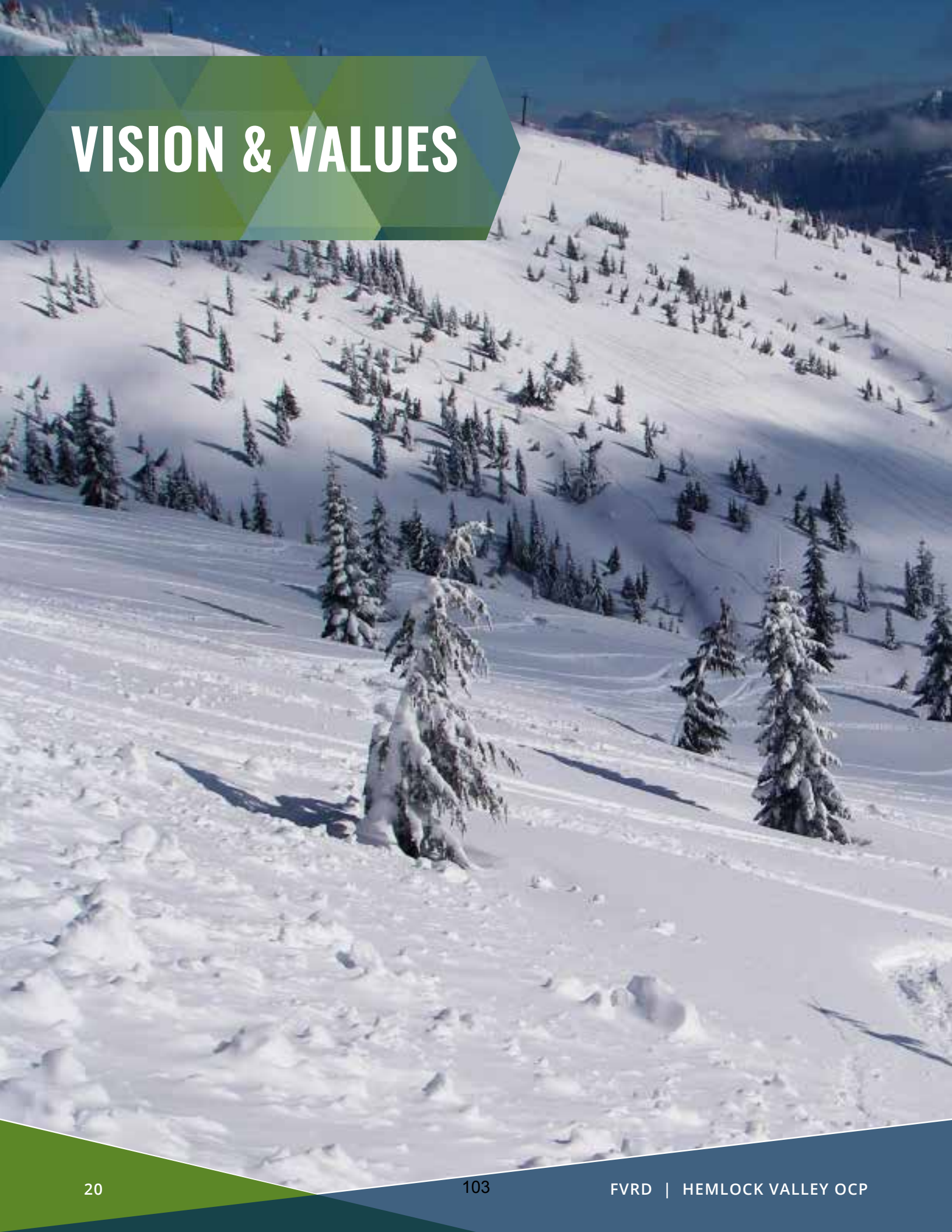
Infrastructure and services for electoral areas, such as utilities, may be partially administered by public entities including the regional district, but may also be privately owned and operated. Electoral area residents pay directly for services provided by the regional district to which can limit the scale of service provision. The regional district generally does not have jurisdiction or the capacity to build, operate or maintain transportation infrastructure (existing roads in the community are largely the responsibility of the province).

As Hemlock Valley continues to grow and expand, the appropriate forms and levels of governance, public administration and public services will be an ongoing question. In the future, incorporating Hemlock Valley as a resort municipality may be desirable for more direct local governance, more balanced political representation, and further benefits to the community, including, better access to funding and servicing opportunities (e.g. for local parks and public space improvements or local road maintenance issues) and a local administrative presence (e.g. a municipal hall).

Future Governance Study

The British Columbia *Local Government Act* sets the regulatory framework and procedures for a municipality to incorporate and provides specific requirements for incorporating as a mountain resort municipality. However, there are no existing thresholds to guide the most appropriate time for an unincorporated area to apply to the province for incorporation. Therefore, this Plan requires that the option to incorporate be thoughtfully considered as the resort expands and development proceeds. The Neighbourhood Plan Terms of Reference (Schedule II) requires that a governance study be conducted before a new neighbourhood planning process commences. The intent of the study is not to take immediate steps toward becoming an incorporated resort municipality, but rather to identify the potential for incorporation and the impacts on the Fraser Valley Regional District, the community, and the developer. General considerations for the study are outlined in the *Neighbourhood Plan Terms of Reference* (Schedule II).

VISION & VALUES



VISION & VALUES

Community Vision

The Community Vision statement for Hemlock Valley helps to define what future success looks like through anticipated growth and development. The Vision, and the accompanying guiding principles described below, will be used to support decision-making and steer development initiatives. The Vision is progressive in that each decision or change in the community should make steps toward the continued realization of the future Vision. The progressive vision for the Hemlock Valley is:

An environmentally, socially, and economically sustainable resort community that honours the natural and human history of the Hemlock Valley.

Guiding Principles

The Community Vision can be further explored through more specific themes.

These themes, illustrated in the graphics below serve as guiding principles for this Plan and are integrated into its policies.



Preserve environmental integrity and enhance the function of natural resources



Provide necessary community services in a manner that is safe, reliable, and cost effective



Promote a high-quality resort environment for residents and visitors



Develop a four-season recreation and tourism-based economy with diverse and equitable opportunities for economic advancement



Create a unique sense of place and identity for Hemlock Valley that honours local First Nations and respects indigenous heritage and respects the natural environment



Ensure that development and land use is designed to minimize negative impacts on the natural environment



Consider the impacts growth has on global climate change, and in turn, the impacts climate change will have on a mountain resort community

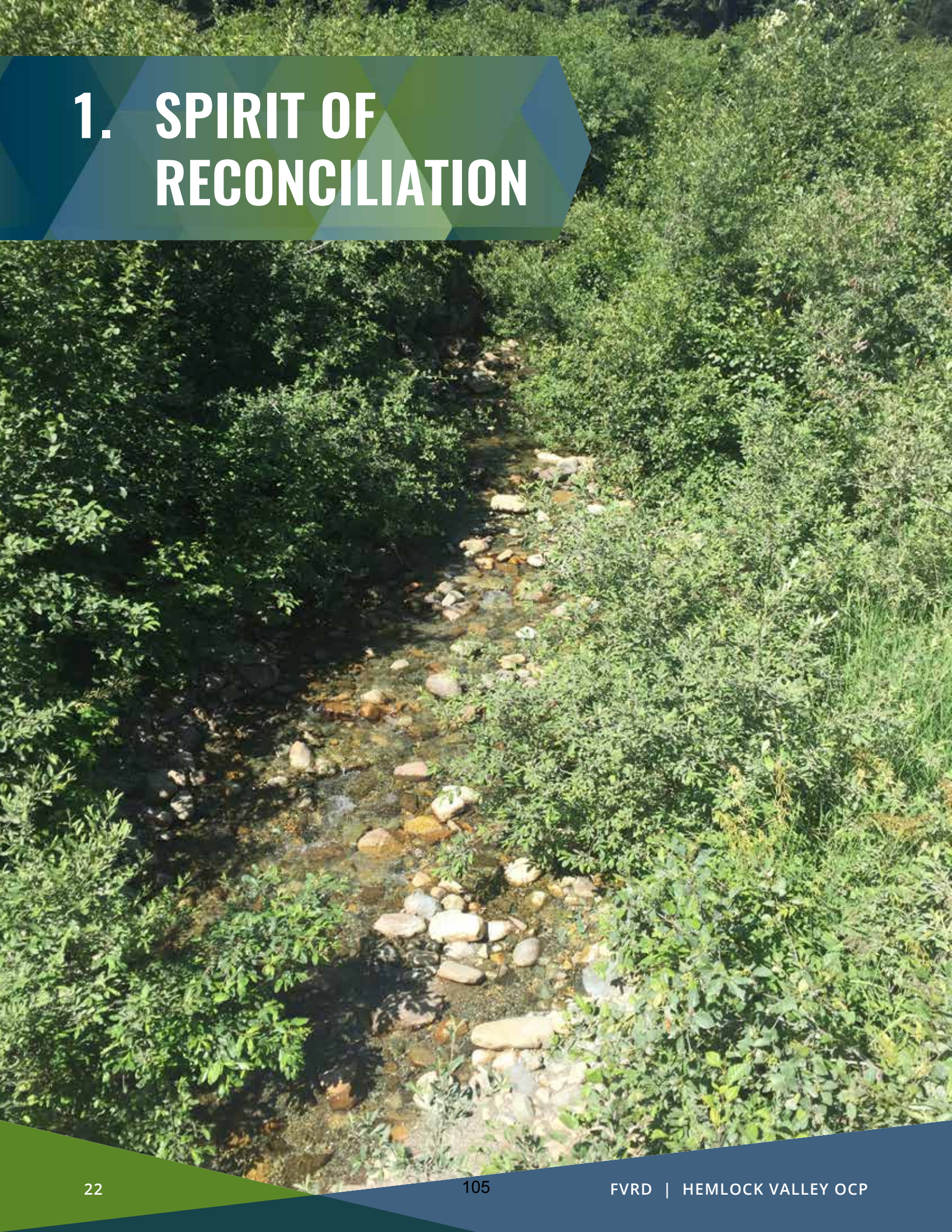


Ensure a safe work environment and access to adequate housing for all resort employees.



Provide a framework to ensure that any infrastructure and services required for new development is paid for by the developer and does not place undue burden on taxpayers.

1. SPIRIT OF RECONCILIATION



1. SPIRIT OF RECONCILIATION

GOAL

To reflect the cultural, economic, and historic significance of First Nations in the Hemlock Valley and to ensure future growth and development respects First Nation's values and supports, through recognition, policy, and action, their visions and goals for the future.

Overview

This Plan outlines a future vision for the Hemlock Valley Plan Area as identified on Map 1 (page 4). The land and water in this area are part of the unceded traditional territory of several First Nations, including Sts'ailes, Kwantlen First Nation, Douglas First Nation, and more broadly, Sto:lo Nation and Sto:lo Tribal Council. Traditional use and cultural heritage sites exist throughout the Plan Area, many of which are actively used today and hold important value.

The Fraser Valley Regional District (FVRD) is committed to continued dialogue, coordination and collaboration with First Nations in the recognition that reconciliation is an ongoing process and must be centered around the development of strong relationships. This Plan recognizes that land use planning and development provides particularly important opportunities to build relationships and work together to realize shared goals.

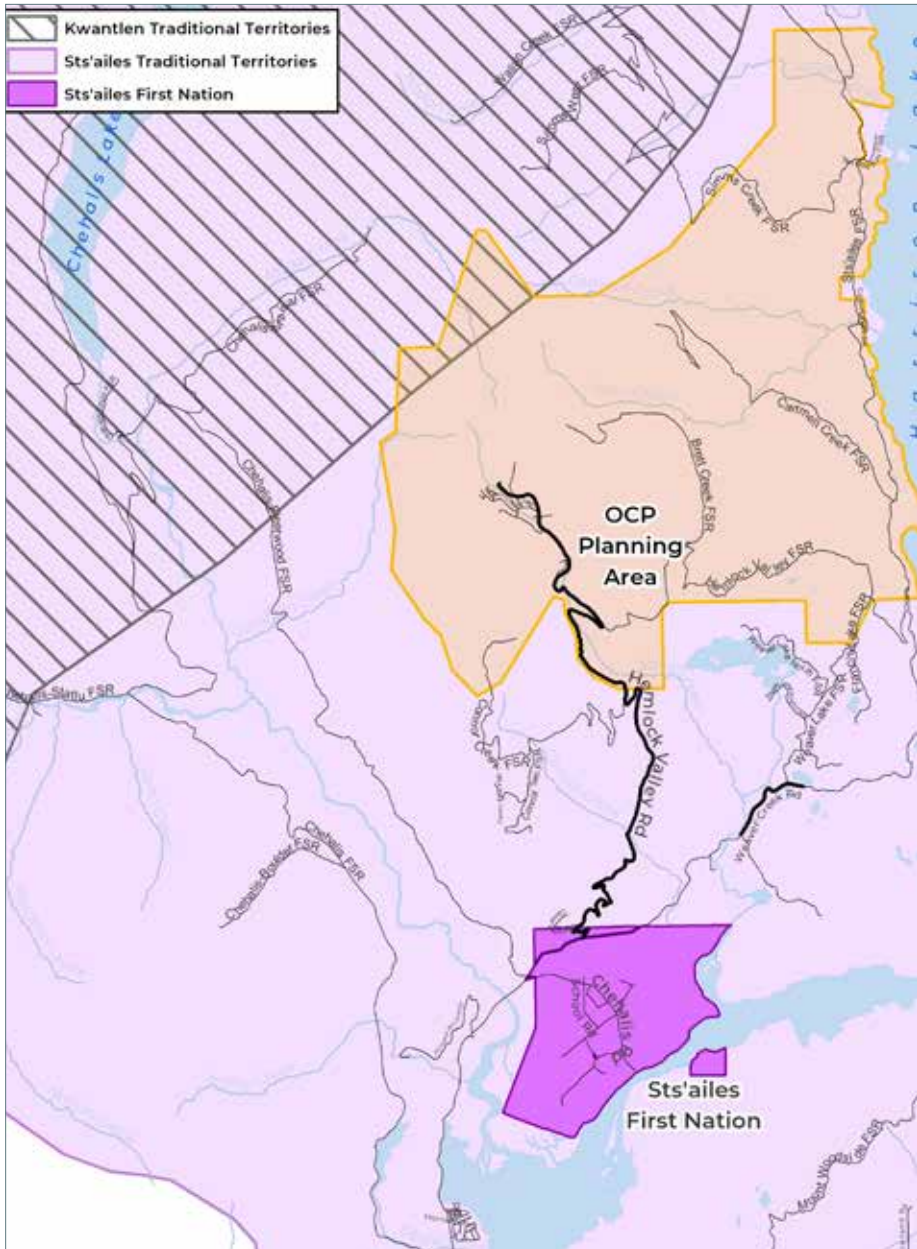
First Nations interests and goals for the Hemlock Valley were identified through the Resort Master Plan consultation process as well as over the course of developing this Plan. The policies in this section recognize a shared desire for reconciliation and emphasize opportunities for promoting and valuing First Nations culture and history, protecting culturally and economically significant lands, waterways and resources, and advancing socio-economic opportunities. Given the ongoing and evolving nature of reconciliation, there may be other opportunities and issues to address as the area grows.

Sts'ailes' Comprehensive Community Plan provides a 'roadmap' for growth, development, collaboration, and negotiation in the territory and in the community. In addition to consultation with Sts'ailes, the objectives and policies of that plan are reflected, where applicable, in this section. Sts'ailes has established an economic development corporation which will provide additional opportunities for collaboration. The Sts'ailes First Nation territory (non-traditional) is illustrated on Map 5 on the next page.

Resort Master Plan Considerations

The Resort Developer has committed to an ongoing working relationship with the Sts'ailes First Nation to realize a vision of Sustained Prosperity, which the resort Master Plan defines as: "the steady state condition where the Resort [is] able to maintain, ongoing economic well-being without requiring the continued land development and physical growth that will ultimately compromise the unique attributes which make up the social, cultural and natural environments that are the cornerstone to its character and success". The Resort Developer and the Sts'ailes First Nation are working toward a joint venture agreement for development in the Hemlock North neighbourhood planning area.

Per the Master Development Agreement, prior to any alterations to the land for any particular phase of development identified in the Resort Master Plan, the Developer is required to hire a Professional Archaeologist (one who is eligible to hold a HCA Section 14 Permit) to conduct an Archaeological Overview Assessment (AOA). An AOA report will be submitted to the Archaeology Branch for review. The Resort Developer must follow the final AOA recommendations prior to land alterations. Recommendations may include conducting Archaeological Impacts Assessments (AIA) and any subsequent Heritage Conservation Act requirements.



Map 5: First Nations' Reserves in Proximity to the Plan Area

Building Strong Government to Government Relationships

OBJECTIVE

Strengthen the relationships between First Nations, the Fraser Valley Regional District (FVRD), and the Hemlock Valley community as it grows through information and knowledge sharing, collaborative planning, and coordinated action.

Policies

- 1.1.1. Consult First Nations when considering amendments to this Plan that may affect their interests in accordance with the requirements of the *Local Government Act* and the policies of the FVRD Board of Directors.
- 1.1.2. Encourage First Nations to consult with the FVRD on matters that may affect the land and residents of Hemlock Valley.
- 1.1.3. When a neighbourhood planning process is initiated, per the Neighbourhood Plan Terms of Reference (Schedule II), engage and work collaboratively with the Sts'ailes First Nation and other affected First Nations on the plan's development and implementation.
- 1.1.4. Explore, on an ongoing basis, opportunities for shared services and coordinated land use planning and development initiatives with neighbouring First Nations.
- 1.1.5. Encourage opportunities for dialogue and knowledge sharing related to governance and planning between First Nations, the FVRD, and Hemlock Valley businesses and residents.

Recognizing, Protecting and Reflecting First Nations' Heritage

OBJECTIVE

Promote a meaningful presence and understanding of First Nations culture and values and protect historical sites and artifacts in the Hemlock Valley as it grows.

Policies

- 1.2.1. Engage with First Nations, including through neighbourhood plans and updates, to identify opportunities to promote culturally sensitive interpretation of First Nation's history and culture, including through urban design, street naming, and parks and trail development.
- 1.2.2. Protect First Nations archaeological assets by requiring or encouraging developers in areas of known or potential archaeological value to:
 - a. Contact First Nations and the Archaeology Branch regarding archaeological values during development review processes;
 - b. Respect and avoid known and potential heritage and archaeological resources during land use planning processes where possible;
 - c. Obtain approvals pursuant to the Heritage Conservation Act as appropriate; and,
 - d. Complete an archaeological impact assessment for zoning and community plan amendment applications.
- 1.2.3. As opportunities arise, liaise with First Nations regarding external funding to improve archaeological sites mapping.
- 1.2.4. Immediately report or require developers to immediately report the discovery of archaeological artifacts to the Province of British Columbia Archaeology Branch and relevant First Nations or others as appropriate.
- 1.2.5. Encourage property owners proposing development in an area of known or potential archaeological resources to contact the Province of British Columbia Archaeology Branch for advice and guidance.

Supporting First Nations' Initiatives

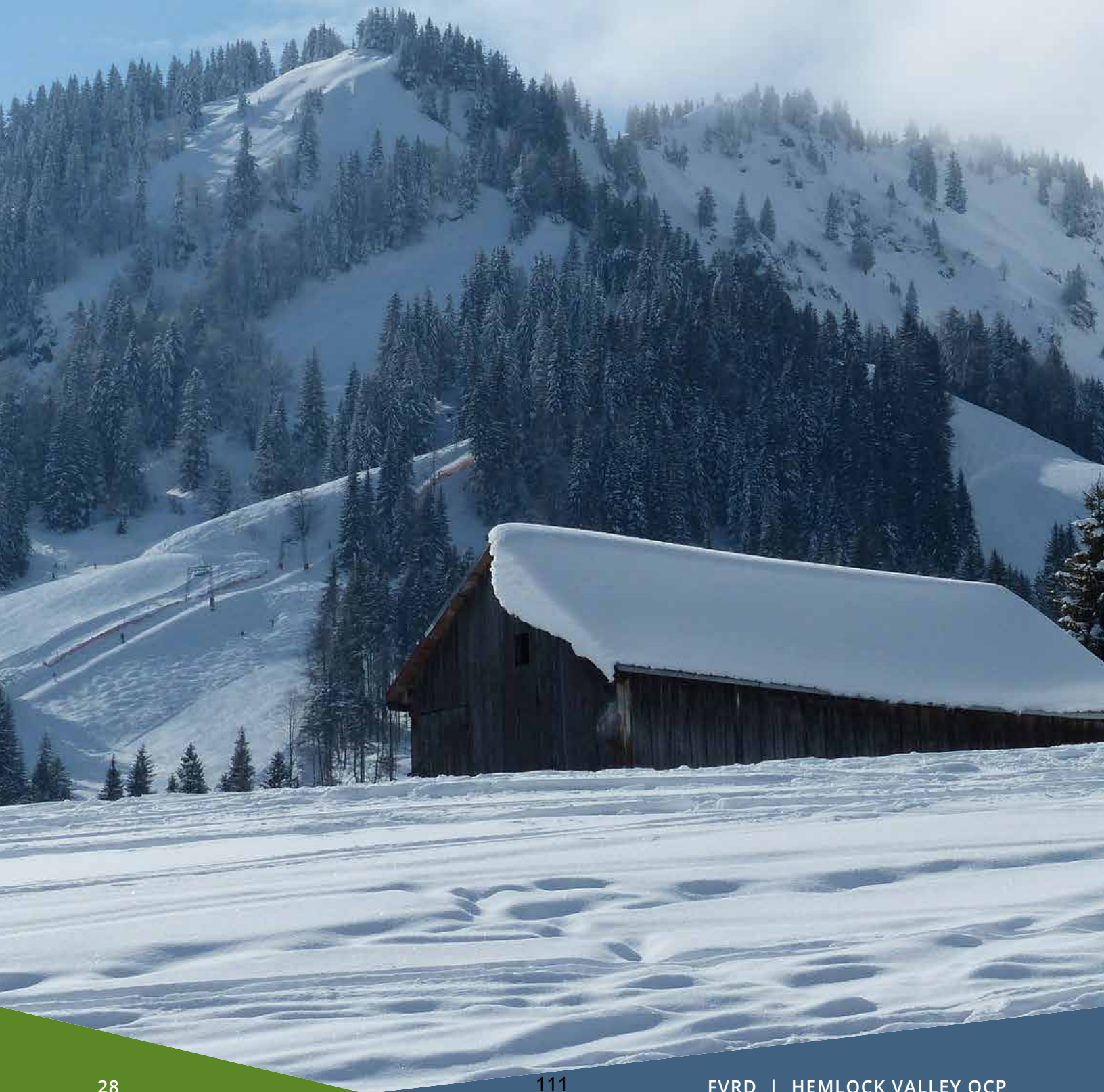
OBJECTIVE

Recognize and support First Nations' initiatives related to socio-economic growth and development and land and resources protection.

Policies

- 1.3.1. Through neighbourhood plans and updates and/or development approvals, identify opportunities to recognize and protect lands and waterways that are culturally or historically significant to First Nations', in keeping with First Nations' plans and policies.
- 1.3.2. Recognize and support opportunities for First Nations to achieve economic growth and advancement through resort expansion, including through residential and commercial development, recreational activities and other land uses and development activities in the Hemlock Valley in keeping with the objectives and policies of this Plan.
- 1.3.3. Encourage ongoing collaboration between developers and the Sts'ailes Economic Development Corporation and other First Nations.
- 1.3.4. Support development that is in line with First Nations' land use and community plans and the policies and objectives of this Plan.
- 1.3.5. Work collaboratively with First Nations and other agencies where applicable to advocate for the sustainable management of natural resource development activities in Hemlock Valley.

2. LAND USE & HOUSING



2. LAND USE & HOUSING

GOAL

To enable a compact and sustainable development pattern that provides safe, diverse and affordable housing, sufficient business and employment opportunities, and accessible community spaces while protecting surrounding natural features.

Overview

The Fraser Valley Regional District (FVRD) Regional Growth Strategy (RGS) provides guidance on the development and growth management of resort communities with the overarching objective of promoting sustainable regionally scaled resort development. In line with the RGS, this Plan aims to protect public investments by encouraging a compact development pattern. The land use concept provided in this Policy Chapter provides policies and generalized future land uses for Hemlock Valley. The information in this section and the policies of this Plan provide a balanced reflection of the desired development patterns for Hemlock Valley.

Resort Master Plan Considerations

Balanced Resort Capacity (BRC), as estimated in the Resort Master Plan and approved by the Province, will inform land use and development decisions for the area, including for future neighbourhood plans and updates. However, it is important to remember that BRC figures only reflect the potential for development under the Resort Master Plan.

The Resort Developer proposes a series of five development phases and general development concepts in the Resort Master Plan to reach the envisioned build out. Each development phases will be contingent upon a variety of conditions and approvals from several government agencies. The BRC figure informs visitor accommodation requirements for the community in terms of bed units, however, the figure may evolve as development proceeds.

The Master Development Agreement (MDA) includes several commitments that the Resort Developer is required to fulfill in advance of certain development phases. All MDA commitments are necessary foundational components of the envisioned sustainable resort community. In relation to housing, the MDA requires the Resort Developer to provide employee housing appropriately phased and balanced with employment. Ten percent of all housing development identified in Phases 2 through 5 of the Resort Master Plan must be dedicated employee housing.

General Policies

- 2.1.1. Only consider development proposals once the required Master Development Agreements have been fulfilled to the satisfaction of the Fraser Valley Regional District.
- 2.1.2. Require the Resort Developer to seek approval from the Province of British Columbia for any development proposal that is substantially inconsistent with the phasing or concepts outlined in the Resort Master Plan prior to proceeding with a Fraser Valley Regional District consideration and approval process for such development.
- 2.1.3. Work with the Province to develop a strategy for registering, on crown land areas and parcels, development permits, development variance permits, temporary use permits, covenants, right of ways, and other legal instruments central to the development approval process.

Land Use

OBJECTIVE

Encourage a compact development form that provides for the needs of both residents and visitors consistent with expectations for a resort community, minimizes negative impacts on natural features, and protects the scale and character of surrounding areas.

Policies

- 2.2.1. Per the Neighbourhood Plan Terms of Reference (Schedule II), do not consider proposed development or expansion of infrastructure or services in a Neighbourhood Planning Area, as identified on Map 2, unless a neighbourhood plan has been approved for that area by the Fraser Valley Regional District Board of Directors.
- 2.2.2. Through neighbourhood plans and updates:
 - a. Designate land uses that provide transition between higher density villages and the surrounding rural and natural areas through lower density development forms;
 - b. Encourage a diverse mix of uses and residential development forms in villages and areas with access to sustainable modes of transportation;

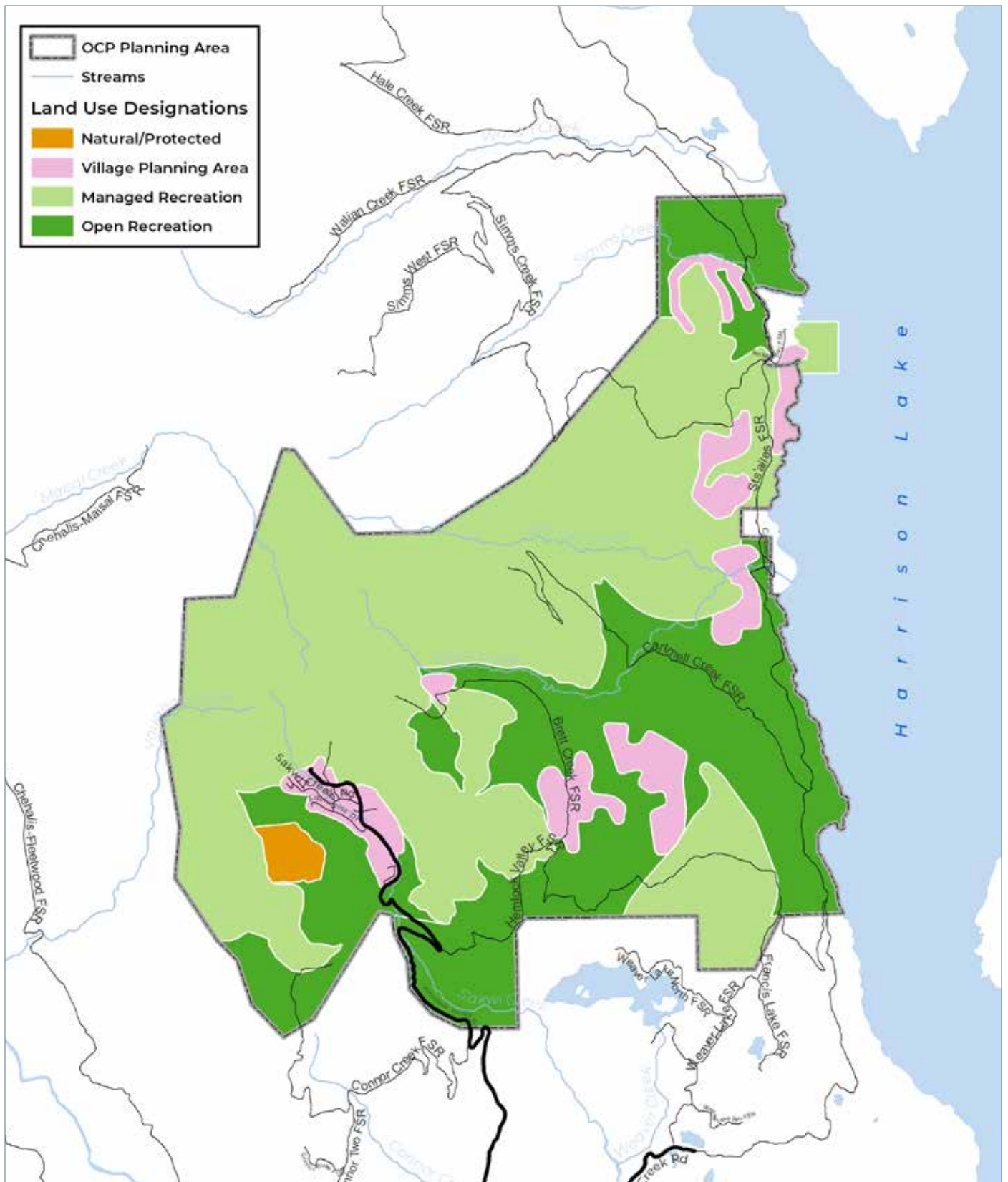
- c. Designate land uses that accommodate a variety of commercial activities that encourage local economic development, independent businesses, and diverse employment opportunities; and,
 - d. Designate land uses that accommodate publicly accessible community spaces and promote their use by both local residents and visitors.
- 2.2.3. Support development patterns, building forms, and other elements that will advance sustainable and energy efficient infrastructure and servicing.
- 2.2.4. Restrict development in areas with geotechnical and environmental hazards.
- 2.2.5. Limit development that has a negative impact on natural features or the environment, and where negative impacts cannot be avoided, require efforts to mitigate the impact.
- 2.2.6. Limit negative impacts of new development on existing properties and disruptions to the community by ensuring developers adhere to the FVRD's Good Neighbour Practices, including containing waste and litter onsite; parking on-site; avoiding degradation of linear park/sidewalks; and communication with neighbours by providing contact and project information.

Land Use Designations

The land use designations provided in this Policy Chapter are “broad stroke”. The designations provide a general scope for the intended development patterns throughout the Plan area. More specific land use designations, including permitted forms, uses and densities are prescribed in the neighbourhood plans included as schedules to this Plan.

Neighbourhood plans (NPs) will continue to be created for Villages (Village Planning Areas) as the Resort Master Plan development phases proceed. As NPs are included as schedules to this Plan, each NP will be adopted through an OCP amendment process, must meet the legislative requirements of the *Local Government Act*, and will be subject to a public consultation process. Each NP will provide more specific land use designations for the associated Village Planning Area and, as such, must be adopted into this plan before any proposed development for that area proceeds.

Land use designations are provided on Map 6 on the following page; definitions for each designation follow.



Map 6: Hemlock Valley Official Community Plan Land Use Designations

VILLAGE PLANNING AREA

INTENT: To designate the boundaries of anticipated future village areas identified in the Resort Master Plan that will require additional planning through a neighbourhood planning process before development proceeds, as defined in the Neighbourhood Plan Terms of Reference (Schedule II).

FUNCTION: Guided by the thresholds defined in the Neighbourhood Plan Terms of Reference (Schedule II), detailed Neighbourhood Plans (NPs), including guidelines, will be prepared for each Village Planning Area to guide the development of the village into a sustainable resort neighbourhood. NPs will determine the appropriate uses, location of uses, building forms and general expected densities for each Village Planning Area. Additional area specific policies may also be included in line with the objectives of this Plan.

MANAGED RECREATION

INTENT: To designate the boundaries of privately managed major recreational areas.

FUNCTION: These areas will provide places for highly managed recreational features such as ski hills and marinas. Residential and industrial development activities in these areas will generally be prohibited. Additional policies and more specific designations, including complementary uses, may be provided through neighbourhood plans based on the context of the area.

OPEN RECREATION

INTENT: To designate the boundaries of flexible recreation and natural resource extraction areas, managed by either public or private agencies.

FUNCTION: These areas will provide places for public recreation and natural resource extraction. Parks, open space, natural areas, outdoor activities and outdoor cultural uses in these areas will generally be permitted. Natural resource harvesting and extraction licensed by the Province of BC may also occur in this designation. Residential, commercial, and industrial development activities in these areas will generally be prohibited. Additional policies and more specific designations, including complementary uses, may be provided through neighbourhood plans based on the context of the area.

NATURAL / PROTECTED

INTENT: To preserve natural areas, protect fish and wildlife habitat, and enhance watershed and ecosystem functions.

FUNCTION: These areas will be protected from future development and ensure that growth does not negatively impact the community watershed, designated natural areas and important fish and wildlife habitat. Additional policies and more specific designations, including complementary uses, may be provided through neighbourhood plans based on the context of the area.

Housing

In alignment with regional goals, this Plan encourages diverse and adaptable resort housing forms and overnight accommodation that meet the needs of a range of ages and abilities. Additionally, this Plan recognizes that a healthy and sustainable resort community will require adequate and affordable housing for the local workforce in close proximity to employment centres as it grows.

General Policies

- 2.3.1. Work collaboratively with the province, the Resort Developer and stakeholders on an ongoing basis to determine housing needs in relation to the resort's evolving BRC, including needs for local residents, visitors, and the workforce.
- 2.3.2. Support the development of flexible, adaptable, and universally accessible residential and visitor accommodation development.
- 2.3.3. Support environmentally friendly and energy-efficient residential and visitor accommodation development, including through strategic location of residential neighbourhoods and building design.

OBJECTIVE

Meet the community's evolving housing needs with a supply that is diverse in terms of type and tenure.

Policies

- 2.3.4. Through neighbourhood plans and updates:
 - a. Designate land uses that accommodate a variety of housing types and tenures to meet the community's housing and accommodation needs as they continue to grow and diversify;
 - b. Per the Master Plan Development Agreement, ensure adequate levels of affordable workforce (employee) housing are developed to meet demand, including a dedicated ratio of at least 10% in each development phase outlined in the Resort Master Plan after Phase 1; and,
 - c. Ensure that adequate levels of affordable and appropriate workforce (employee) housing are developed in Village Planning Areas or in areas with sustainable transportation options.

OBJECTIVE

Ensure an appropriate supply of diverse visitor accommodation to support a sustainable and year-round all seasons resort.

Policies

- 2.3.5. Balance visitor accommodation supply with the resort's evolving BRC and this Plan's objectives and policies.
- 2.3.6. Ensure high quality design and sufficient amenities and services are provided in all visitor accommodation developments.
- 2.3.7. Ensure the provision of adequate space within visitor accommodation developments for waste management, snow storage, public spaces, public gathering spaces and other community needs.

3. TRANSPORTATION & MOBILITY



3. TRANSPORTATION & MOBILITY

GOAL

To ensure the development of a safe and efficient transportation system that serves both local residents and visitors; promotes transit, walking and cycling; and, minimizes negative impacts to air quality and greenhouse gas emissions.

Overview

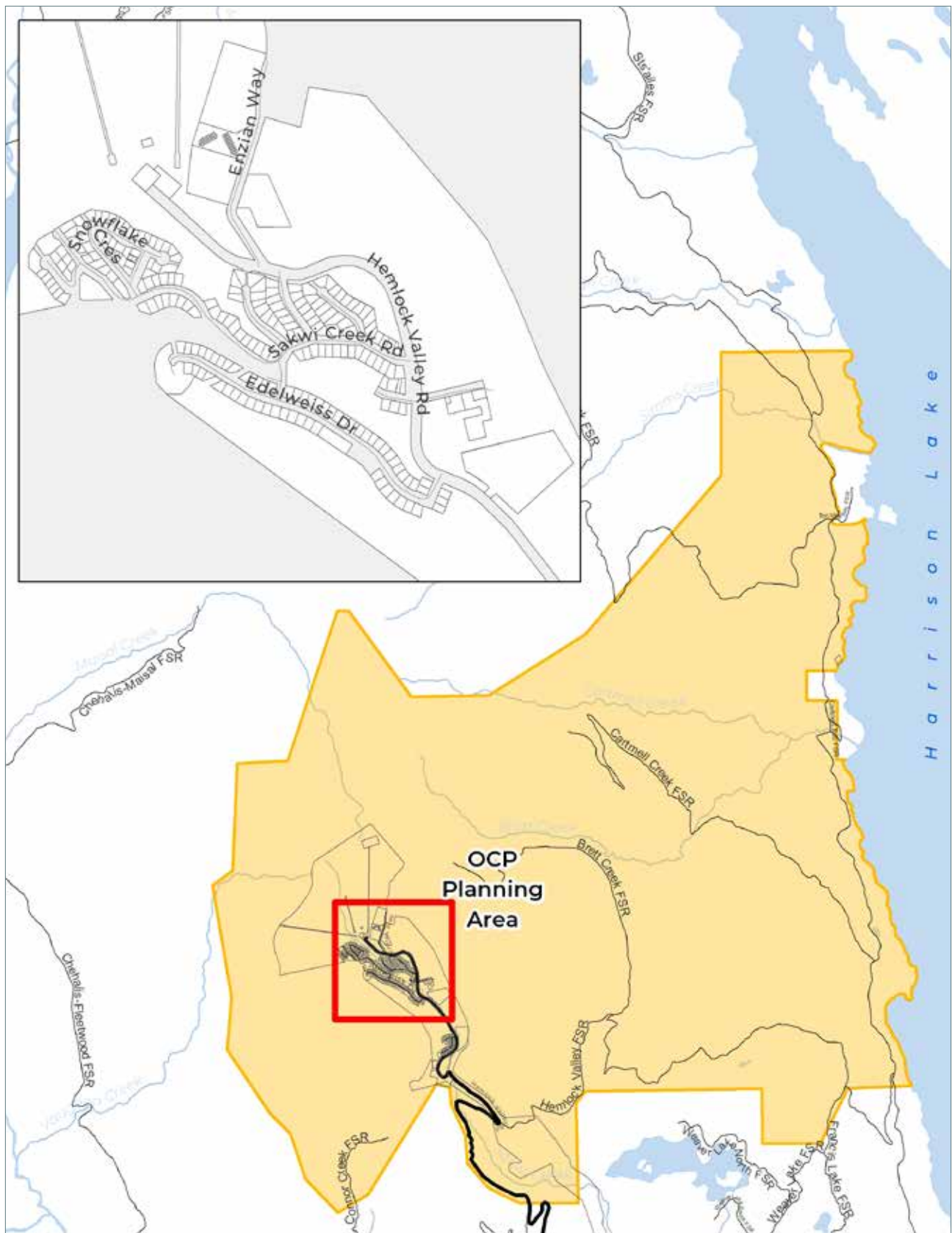
A strong mobility network links our communities, recreation spaces, and workplaces and facilitates the flow of goods and services that keep the economy going. As the region strives for higher levels of choice and efficiency in transportation, the integration of transportation and land uses will be essential. Promoting compact, mixed use development within village areas can reduce car dependency and encourage walking, cycling, and other forms of active transportation.

Transportation is also directly linked to energy consumption and GHG emissions and is the largest source of GHG emissions the Fraser Valley Regional District (FVRD) (54% in 2010). As the FVRD works to reduce GHG emissions, it will be necessary to look at ways to decrease dependency on single occupancy vehicles. Expanding transportation options to include public transit and promoting active transportation such as walking and cycling have the potential to greatly reduce our emissions and traffic congestion, improve our air quality, and keep us healthier.

The Ministry of Transportation and Infrastructure (MOTI) is the primary agency responsible for roads and rights-of-way improvements, connections, and maintenance in Hemlock Valley. The FVRD does not own or maintain roads within Plan area. There are also Forest Service roads that have been identified for future development; forestry roads should be upgraded to public roads maintained by MOTI. Road maintenance is undertaken by private contractors hired by MOTI. The FVRD works together with the Province to plan for an efficient and safe road network. Existing roads in Hemlock Valley are illustrated on Map 7 below.

Resort Master Plan Considerations

As Resort Master Plan development proceeds new roads will be developed and maintained, in some cases by the Ministry of Transportation, and in other cases by the Resort Developer, First Nations, or collaboratively by one or more agencies. Any new roads need to ensure that regional connections and traffic demand are accounted for. Per the Master Development Agreement, the Resort Developer is required to complete a Traffic Impact Assessment in cooperation with Ministry of Transportation officials prior to construction of development identified in Phases 2 through 5 of the Resort Master Plan.



Map 6: Hemlock Valley Official Community Plan Land Use Designations

General Policies

- 3.1.1. Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete Traffic Impact Assessments, to the satisfaction of the FVRD.
- 3.1.2. Ensure that the required Traffic Impact Assessments address:
 - a. Connectivity between neighbourhoods and development areas for all modes of transportation including through an integrated multi-modal trail system;
 - b. Access and egress of neighbourhoods and development areas;
 - c. Opportunities for safe and reliable active transportation, including to and from major recreational assets; and,
 - d. Accommodation for goods and service vehicle movements.
- 3.1.3. Integrate transportation and land use planning to minimize infrastructure costs, encourage multimodal transportation, and reduce GHG emissions.
- 3.1.4. Promote development patterns that reflect the responsible expenditure of public and private capital on infrastructure and services by ensuring development is not premature or scattered.
- 3.1.5. Ensure reliable, accessible, and affordable public transit is considered as the community grows and is integrated with the regional public transit system as appropriate.
- 3.1.6. Ensure all transportation systems and networks are in line with the FVRD's Transportation Priorities as outlined in the Regional Growth Strategy.
- 3.1.7. As appropriate, update this Plan, including its schedules, upon approval Traffic Impact Assessment to be completed by the Resort Developer per the Master Development Agreement.
- 3.1.8. Through neighbourhood plans and updates, address parking supply, demand and community impacts.
- 3.1.9. Roads required for public access to development in Village Planning Areas (excluding internal strata roads) should be public highways maintained by MOTI. Forestry Roads and Forest Service Roads should not be used for public access to Village Planning Areas.

Transportation Network

This Plan supports the ongoing development of the Hemlock Valley mobility network to meet the needs of existing and future residents, businesses and visitors. A connected network of roads between development nodes will be required to ensure the efficient movement of cars, buses, bikes and pedestrians. Achieving these improvements over time will require the continued collaboration between the Fraser Valley Regional District, the Province, developers and the community.

OBJECTIVE

Ensure multi-modal connectivity between development nodes in the Hemlock Valley.

Policies

- 3.2.1 Ensure that neighbourhood plan areas are well connected to one another through an accessible and efficient network of public highways and trails.
- 3.2.2 Through neighbourhood plans and updates, ensure the development of a well-connected mobility network within and through the neighbourhood plan areas.
- 3.2.3 Ensure that new housing developments consider proximity to existing commercial services.
- 3.2.4 Encourage the inclusion of commercial services when planning residential developments to increase walkability and reduce the need to travel by automobile.
- 3.2.5 Encourage new road alignments to be designed to provide:
 - a. Extension and connection to existing or proposed adjacent roadways;
 - b. Alternate route choices where possible;
 - c. Adequate and safe access for all land uses consistent with the level of traffic generated and need for emergency access; and,
 - d. Minimal or no impact to environmentally sensitive areas and stream crossings.
- 3.2.6 Support the development of new pedestrian and bicycle connections within and through neighbourhoods, where possible.

- 3.2.7 Support the inclusion of multi-modal transportation (i.e.. bike lanes, walking paths) as part of the standard for all road upgrades.
- 3.2.8 Encourage design and routing options for pedestrian and cycling routes that create a comfortable and safe user experience by avoiding unsafe areas, avoiding side by side highway traffic and providing opportunities to integrate into natural areas.

Active and Low Emission Mobility

OBJECTIVE

Promote active and low emission mobility options in the Hemlock Valley.

Policies

- 3.3.1 Support development practices and land uses that minimizes the use of single occupancy vehicles and encourage walking, bicycling, car share and public transit.
- 3.3.2 Encourage investment in the necessary infrastructure (i.e. sidewalks, bike paths, trails, benches, and bus shelters) that will make walking, cycling, and transit more convenient, safe and pleasant in order to promote alternative transportation modes.
- 3.3.3 Through neighbourhood plans and updates, identify key locations for public electric vehicle charging stations and develop electric vehicle charging infrastructure requirements for new construction.
- 3.3.4 Support the inclusion of car share parking spaces and memberships in new development projects as part of transportation demand management strategies.

As Hemlock Valley grows and a more fine-grained transportation network begins to evolve, the graphic to the right illustrates the priority of transportation modes that will support a healthy, environmentally friendly, safe, and accessible community.

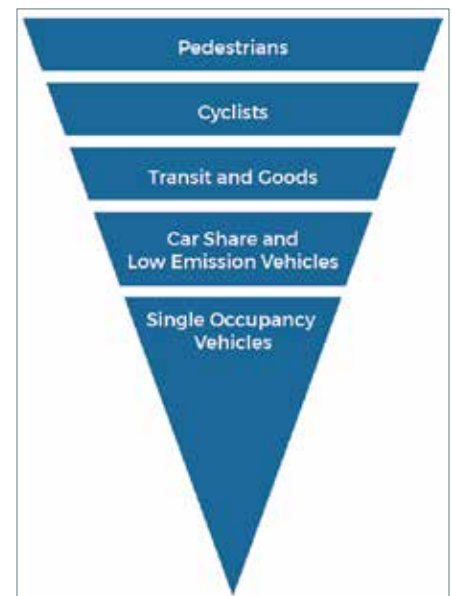


Figure 2: Illustration of the Transportation Mode Priorities for Hemlock Valley

4. INFRASTRUCTURE & SERVICES



4. INFRASTRUCTURE & SERVICES

GOAL

To ensure that residents and visitors are served by safe and reliable infrastructure and utility services and that development of infrastructure and services is cost-effective, efficient and environmentally sustainable.

Overview

The geographical context of Hemlock Valley - an alpine environment at the peak of a watershed - presents servicing complexities. It may be challenging to identify water supplies and wastewater disposal areas sufficient to safely and efficiently serve the populations envisioned in the Resort Master Plan. Servicing efficiency is further impacted by the dispersed development pattern set out in the Resort Master Plan. Accordingly, comprehensive planning for water and wastewater in advance of any proposed development is required to ensure that systems will provide safe, efficient, affordable, reliable and environmentally sustainable services.

The Fraser Valley Regional District (FVRD) Regional Growth Strategy (RGS) provides guidance on growth management and servicing provision for resort communities with the overarching objective of promoting sustainable regionally scaled resort development. In line with the RGS, this Plan aims to protect public investments by supporting development within Hemlock Valley that demonstrates sound community-wide infrastructure and servicing.

The existing water, sanitary and hydro service facilities for Hemlock Valley are owned and operated by Hemlock Valley Utilities (HVV), with separate divisions for each service. This Plan aims to ensure public ownership, management and operation of future community infrastructure systems and services for improved efficiency and levels of service and to establish single centralized neighbourhood systems for improved operations and maintenance as the community and associated service demands grow.

Resort Master Plan Considerations

Balanced Resort Capacity (BRC), as estimated in the Resort Master Plan and approved by the Province, will inform land use and development decisions for the area, including for future neighbourhood plans and updates. However, it is important to remember that BRC figures only reflect the potential for development under the Resort Master Plan.

The Resort Developer proposes a series of development phases in the Resort Master Plan to reach complete build out, each of which will be contingent upon a variety of conditions and approvals from several government agencies. The BRC figure informs infrastructure (sewer, water and power)

requirements for the community, however, the figure may evolve as development proceeds and in-depth studies will be needed to define specific requirements for each phase of development.

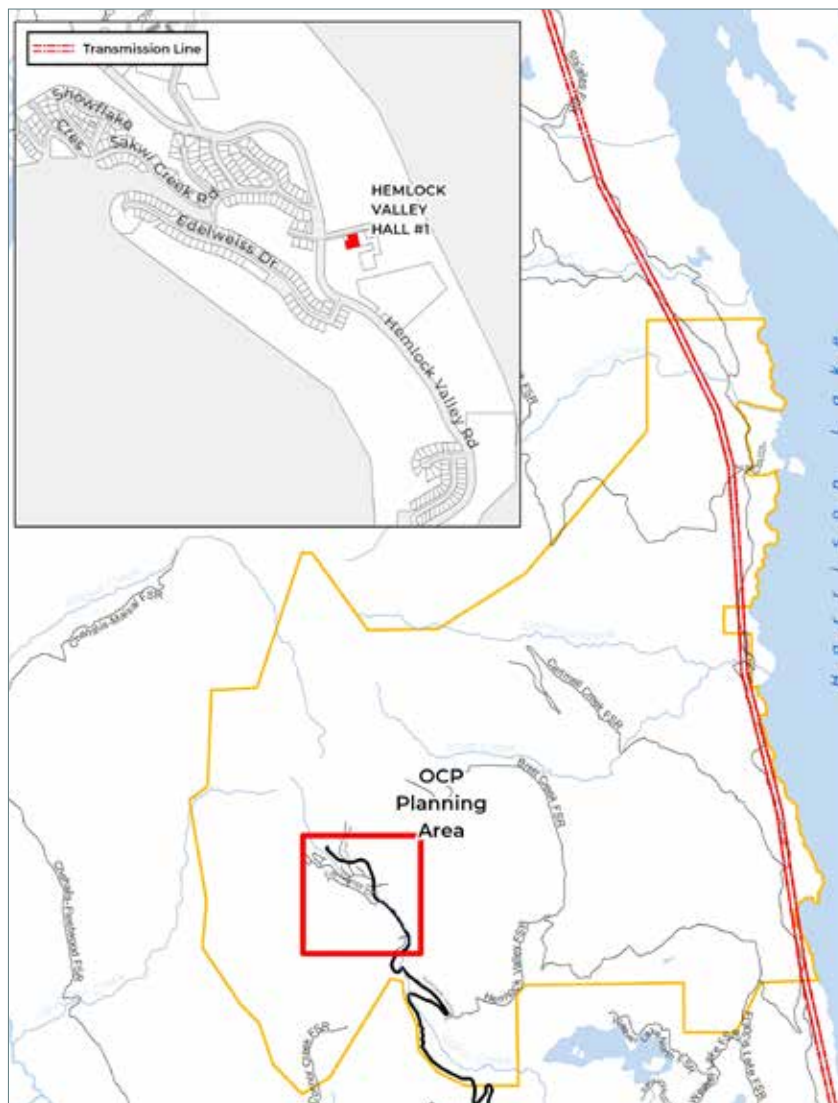
Per the Master Development Agreement, the Resort Developer has agreed to the following commitments:

- › Prior to the first phase of development, as outlined in the Resort Master Plan:
 - Complete an analysis of the existing community water supply that will look at the current water source supply (quality and quantity) as well as infrastructure capacity and be provided to Fraser Health for review.
 - Upgrade the existing community water treatment system to be in compliance with their operating permit conditions and Fraser Health's Surface Water Treatment Outcome Expectations.
 - Complete a comprehensive study of the existing community sewer system and complete necessary upgrades; the study is to be submitted to the Fraser Valley Regional District for review.
 - Complete a Snow Clearing and Storage Plan, to the satisfaction of the Fraser Valley Regional District.
- › Prior to each phase of development, as outlined in the Resort Master Plan:
 - Complete feasibility studies for the water and sewer systems, to the satisfaction of the Fraser Valley Regional District.
 - Complete an Energy Demand, Supply and Distribution Plan, to the satisfaction of the Fraser Valley Regional District.
 - Complete a Solid Waste Management Plan, to the satisfaction of the Fraser Valley Regional District; the developer is to work with the Fraser Valley Regional District to identify locations for potential solid waste management sites.
 - Complete a detailed Fire Protection Impact Assessment Study, to the satisfaction of the Fraser Valley Regional District.

General Policies

- 4.1.1 Continue to work collaboratively with the Resort Developer to maintain an updated estimate of Balanced Resort Capacity and other factors that will inform infrastructure needs as development proceeds.
- 4.1.2 Assess proposed water and sewer services to determine the long-term financial and operational efficiency of the systems, particularly their impact on public infrastructure investments.
- 4.1.3 Work collaboratively with the Resort Developer to ensure the Fraser Valley Regional District provides necessary input into the development and approval of the terms of reference for any technical study, assessment, analysis or review related to infrastructure and services.

- 4.1.4 Promote development patterns reflect the responsible expenditure of public and private capital on infrastructure and services by ensuring development is not premature or scattered.
- 4.1.5 Through neighborhood plans, require the development of a comprehensive strategy for sewer and water services that provides a single, publicly owned system for water and a single publicly owned system for sewer, each of which will have sufficient capacity to service all planned development within the neighbourhood.
- 4.1.6 As appropriate, update this Plan, including its schedules, upon approval of any management plans to be completed by the Resort Developer per the Master Development Agreement.
- 4.1.7 Explore opportunities for cost efficient services and servicing arrangements that help to offset the high cost of servicing in a mountain environment while still ensuring strong protection of the environment and adequate capital replacement reserves.



Map 8: Hemlock Valley Infrastructure and Services

Water Supply

Reliable and safe drinking water is a fundamental need for community health and well-being. As communities grow, the number of water sources, the quantity of supply, and the capacity of the distribution systems will also grow. The safe, effective, and efficient management of water services is a priority of the Fraser Valley Regional District (FVRD).

Cohen Creek, fed by Cohen Lake, is the community's current water source. Water is provided through a community water system privately owned and operated by Hemlock Valley Utilities. Licenses to divert and store water are issued by the Ministry of Environment. The community water system has had water quantity and quality issues in the past and was subject to a boil water advisory between 2005 and 2016 until Fraser Health determined the current treatment in place meets BC surface water treatment outcome expectations.

New systems will need to be developed to serve the growth envisioned in the Master Plan. It is important that the community is served by a high quality and reliable water supply that will be sustainable over the long term. As such, this Plan supports the public ownership and operation of any future water supply systems that serve Hemlock Valley as it grows.

Resort Master Plan Considerations

Future development in Hemlock Valley is contingent on water supply and the ability of the Resort Developer to appropriately upgrade infrastructure and obtain additional water licenses as needed. The Resort Developer is further required to complete 'feasibility studies' for the water system to the satisfaction of the FVRD prior to each phase of development outlined in the Resort Master Plan; the FVRD will review these as 'comprehensive servicing studies' for each neighbourhood plan area.

OBJECTIVE

Ensure the community water supply system is reliable and sustainable through cost effective infrastructure, water conservation practices and high-quality management, maintenance and planning.

Policies

- 4.2.1 Per the Master Development Agreement, through neighbourhood planning and update processes, require the Resort Developer to complete comprehensive servicing studies for the community water systems, to the satisfaction of the FVRD.

4.2.2 Ensure that comprehensive water servicing studies:

- a. Consider both domestic and non-domestic water supply needs within the community, including but not limited to, water needs for firefighting in accordance with Fire Underwriters Survey guidelines, and planned recreational uses such as waterparks and snowmaking;
- b. Consider the cumulative impacts the proposed water supply may have on the source and determine whether the proposed supply will adversely affect existing water supplies drawing from the same source;
- c. Assess the resiliency of the system in regard to potential disasters and climate change impacts;
- d. Include an operations and maintenance plan that outlines how the system will continue to provide a reliable supply of water to the community;
- e. Assess the long-term operating and capital costs, and,
- f. Provide other relevant details or considerations as appropriate.

4.2.3 Require the developer to pay for the establishment and extension of the FVRD water system and to contribute to off-site works in accordance with the Development Cost Charge Bylaw.

4.2.4 Require all new systems to be owned and operated by the FVRD in accordance with the *Sustainable Service Delivery for Community Water Systems: Policies to Guide Service Delivery in FVRD's Electoral Areas* and under the following conditions:

- a. Costs of establishing or extending the service boundary are financed exclusively by the new area to be serviced and the cost is sustainable;
- b. Servicing to unconnected parcels within the original service area is not negatively affected;
- c. The expansion is unlikely to result in subsequent demands or expectations for service in locations where development at serviced densities is not desirable;
- d. Capacity of the water system to supply the added demand, along with any improvement necessary, is determined by a qualified professional engineer;
- e. No negative water supply source impacts will result; and,
- f. The expansion is consistent with the land use objectives and policies of this Plan.

- 4.2.5 For any newly developed FVRD water supply systems, adhere to the water system service delivery, governance, cost recovery, priorities, and acquisition policies set out in *Sustainable Service Delivery for Community Water Systems: Policies to Guide Service Delivery in FVRD's Electoral Areas* or as amended by the FVRD Board.
- 4.2.6 Through neighbourhood plans and updates and/or planning and development approvals, encourage water conservation measures, including technologies and programs, in line with provincial water conservation guidelines.
- 4.2.7 Support the development of infrastructure that allows recycled water to be used for non-potable uses in line with provincial legislation.
- 4.2.8 Continue to work collaboratively with the Water Stewardship Branch to ensure the safe, reliable, and consistent provision of water to the community.
- 4.2.9 Notwithstanding Policy 4.2.4, consider development of individual on-site water supplies on a case-by-case basis under the following circumstances:
 - a. The location to be serviced is not within a Village Planning Area designation;
 - b. Connection to the community system is not feasible due to geographic or other physical constraints; and,
 - c. A report is provided by a professional engineer which identifies the type of aquifer from which the well will draw water and any implications for drinking water quality and quantity as well as the sustainability of the supply and any other information as deemed appropriate by the FVRD.

OBJECTIVE

Ensure the community water supply system is safe and meets all legislative requirements, and that water storage and conveyance systems are up-to-date and protected from contaminants.

Policies

- 4.2.10 Ensure that each of the Resort Developer's required feasibility and comprehensive servicing studies for the community's water systems:
 - a. Assesses of the compatibility of the proposed water supply with other services (such as a sewage disposal) or nearby services on adjacent lands;

- b. Ensures the community water supply system provides clean and safe water for domestic purposes that meets or exceeds the Canadian Drinking Water Guidelines and that fulfills the requirements of the Fraser Health Authority; and,
- c. Ensures that all current and future water storage and distribution systems are of high quality and sufficiently protect the community's water sources from contaminants.

Sanitary Sewer Systems

Sanitary sewers collect and convey wastewater from individual properties and the appropriate management of this waste is fundamental to community health and environmental protection. As communities grow, more complex systems are required to collect, convey, and treat sewage. Like water services, the safe, effective, and efficient management of sewer services is a priority of the Fraser Valley Regional District (FVRD).

Historically, effluent from the resort has been discharged to a creek tributary and then to Maisal Creek as authorized by the Ministry of Environment through a waste management permit issued to Hemlock Valley Utilities. Except for the waste management permit and the applicable conditions in the permit, there is no governing body that currently regulates the operation of a private sewage facility.

It is important that the community has access to reliable sanitary services and that the surrounding environment remains protected in the long term. As such, this Plan supports public ownership and operation of any future sanitary sewer systems that serve Hemlock Valley.

Resort Master Plan Considerations

The Resort Master Plan notes that an appropriate amount of infrastructure can be put in place to meet the estimated BRC of 16,641 visitors per day. However, given the complicated geographical context and the scale of proposed development, it is important for the FVRD to assess the capacity, quality and operational requirements for new or upgraded systems before development proceeds.

OBJECTIVE

Ensure the community's sewer system is reliable, cost effective, and does not negatively impact the surrounding environment.

Policies

- 4.3.1 Per the Master Development Agreement, through neighbourhood planning and update processes, require the Resort Developer to complete comprehensive servicing studies for the community sewer systems, to the satisfaction of the FVRD.

- 4.3.2 Ensure that comprehensive water servicing studies:
- a. Align with the FVRD *Sustainable Sanitary Sewer Service Provision – Policies to Guide Service Delivery in Electoral Areas of the FVRD*, as updated from time to time;
 - b. Outline a financially sustainable approach to the planning, development, and maintenance of proposed sewer system;
 - c. Locate proposed sewer systems so as to avoid the disturbance of environmentally sensitive areas and pose no significant negative impact to the environment; and,
 - d. Assess existing and proposed sewer systems for resiliency in regard to potential disasters and climate change impacts.
- 4.3.3 Require all new development within the Village Planning Area designation to be serviced by a Class “A” sanitary sewer system owned and operated by the FVRD, with the exception of smaller onsite systems as deemed appropriate by the FVRD per policy 4.3.7 of this Plan.
- 4.3.4 Require the developer to pay for the establishment and extension of the FVRD sanitary sewer system and to contribute to off-site works in accordance with the Development Cost Charge Bylaw.
- 4.3.5 Require all new systems to be owned and operated by the FVRD in accordance with the *Sustainable Sanitary Sewer Service Provision – Policies to Guide Service Delivery in Electoral Areas of the FVRD*, as updated from time to time, and under the following conditions:
- a. Costs of extending the service boundary are financed exclusively by the new area to be serviced and the cost is sustainable;
 - b. Servicing to unconnected parcels within the original service area is not negatively affected;
 - c. The expansion is unlikely to result in subsequent demands or expectations for service in locations where development at serviced densities is not desirable;
 - d. Capacity of the sewer system in relation to added demand, along with any improvement necessary, is determined by a qualified professional engineer;
 - e. No negative environmental impacts will result; and,
 - f. The expansion is consistent with the land use objectives and policies of this Plan.
- 4.3.6 For any newly developed FVRD sewer systems, adhere to the service delivery, governance, cost recovery, priorities, and acquisition policies set out in *Sustainable Sanitary Sewer Service Provision – Policies to Guide Service Delivery in Electoral Areas of the FVRD*, as updated from time to time.

- 4.3.7 Each Neighbourhood Planning Area should be served by a single community sanitary sewer system. Where it is not feasible to connect to a community sanitary sewer system, the Regional District may consider development of a smaller onsite system that serves a single property or parcel where a report by a qualified professional engineer provides:
- a. A reasonable rationale and assurances respecting the feasibility and long term suitability of the proposed sewage treatment;
 - b. An assessment of the compatibility of the proposed onsite sewage supply with other onsite services (such as a stormwater management system) or nearby services on adjacent lands;
 - c. A statement of the cumulative impacts the proposed sewage treatment may have on the nearby water sources determining whether the proposed supply will adversely affect existing water supplies; and,
 - d. A plan to meet operation and maintenance requirements that will ensure long term sustainability of the system.

Utilities and Communication Services

Consistent and reliable power and communication services are important in any community, but particularly important in remote mountain communities. Reliable services ensure safety and convenience for those living, visiting, or working in the area.

Residential, commercial and recreational buildings and systems in Hemlock Valley are currently serviced by hydroelectric power. Hemlock Valley Utilities purchases power from BC Hydro and distributes it to the community via underground wiring.

In the past, the community has expressed interest in transferring the ownership of Hemlock Valley Utilities' electrical distribution system to BC Hydro, and such a transfer may be of heightened interest as the community grows and economies of scale become more apparent. However, BC Hydro has noted that updates to the system would be required before a transfer could be considered.

Resort Master Plan Considerations

Future development is contingent on adequate power supply and the ability of the Resort Developer to appropriately upgrade and maintain infrastructure. Per the Master Development Agreement, the Resort Developer is required to complete an Energy Demand, Supply and Distribution Plan, to the satisfaction of the Fraser Valley Regional District, prior to new development of each phase.

OBJECTIVE

Ensure the community has reliable and cost-effective utilities and communication services.

Policies

- 4.4.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete an Energy Demand, Supply and Distribution Plan to the satisfaction of the FVRD.
- 4.4.2 Ensure that each of the Resort Developer's required Energy Demand, Supply and Distribution Plans:
 - a. Provides clear projected power demand figures based on anticipated increases in bed units and commercial and recreational space and systems;
 - b. Details the form, capability, and capacity of existing and planned supply and distribution systems;
 - c. Considers the high degree of seasonal variability in power demand and ensures reliable year-round supply;
 - d. Demonstrates that all planned investments, alterations to or expansions to the power supply and distribution systems meet the requirements of the British Columbia Utilities Act;
 - e. Considers the potential for future transition of the energy supply and distribution system to BC Hydro;
 - f. Assesses the resiliency of the system in regard to potential natural disasters and climate change impacts; and,
 - g. Adheres to the policies and directions of this Plan, specifically the policies in Policy Chapter 7 Energy and Climate Change.
- 4.4.3 Support building and infrastructure development only after associated planned investments, alterations to or expansions to the power supply and distribution systems have been approved by the Utilities Commission.

- 4.4.4 Through neighbourhood plans and updates and planning and development approvals, ensure all utilities and communications infrastructure are planned, situated and designed in a manner that:
- Minimizes visual impacts on neighbouring businesses and residents;
 - Considers future co-location and expansion of infrastructure so as to minimize the overall number of utility structures such as cell towers; and,
 - Mitigates negative impacts on the community as identified through required community consultation.
- 4.4.5 Advocate for the transfer of ownership of the existing electrical power utility to BC Hydro.
- 4.4.6 Support the exploration and potential development of district heating and cooling systems that are designed to reduce emissions, promote energy efficiency, increase renewable energy production, and stabilize energy costs.
- 4.4.7 Encourage increased energy self-sufficiency and lower carbon operations through on-site renewable energy generation opportunities for existing and new buildings.
- 4.4.8 Require all development to include provisions for and be coordinated with essential community services, including phone and internet, at service levels appropriate to the proposed development.
- 4.4.9 Support the development of a region-wide telecommunications policy to guide the assessment, consultation, design, and siting of new telecommunications projects.

Stormwater Management

Stormwater, including snowmelt, and surface water and groundwater flows are all related to one another and are greatly impacted by the built environment. As the Hemlock Valley continues to develop and buildings and roads cover more area, less water will naturally infiltrate into the ground. Reducing stormwater runoff and volume and improving runoff quality have a positive effect on the natural environment and help to reduce infrastructure servicing costs.

Storm drainage and drainage lines in Hemlock Valley are associated with road rights-of-way and have historically been under public ownership, overseen by the Ministry of Transportation and Infrastructure (MOTI).

This Plan aims to manage stormwater sustainably through site planning and the implementation of integrated stormwater management practices. The volume of stormwater runoff can be reduced by decreasing impervious surfaces while maximizing the use of green space, landscaping, green roofs, rain gardens, rain barrels and permeable paving. These better stormwater management practices can improve water quality and the health of the environment and reduce stress on drainage infrastructure.

Resort Master Plan Considerations

As Resort Master Plan development proceeds new access roads will be developed and maintained, in some cases by the Ministry of Transportation, and in other cases by the Resort Developer, First Nations, or collaboratively by one or more agencies. Per the Master Development Agreement, the Resort Developer is required to complete an Environmental Management Plan that addresses stormwater before development proceeds.

OBJECTIVE

Support integrated stormwater management practices that protect ecosystems and enhance their services, contribute to climate change adaptation capacity and protect infrastructure and the built environment.

Policies

- 4.5.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete an Environmental Management Plan that addresses stormwater before development proceeds.
- 4.5.2 Ensure that the Resort Developer's required Environmental Management Plan for stormwater includes:
 - a. An assessment of the comprehensive set of issues related to integrated stormwater management, which may include but are not limited to seasonal flooding, peak snowmelt and run-off, surface erosion prevention and sediment control, and variances from normal conditions related to changes in the climate;
 - b. Watershed-specific performance targets for rainfall capture, runoff control, and flood risk management during development that can be refined over time through an adaptive management program;
 - c. Strategies to meet the performance targets by application of best management practices;

- d. Strategies to ensure that post-development stormwater flows maintain natural flow patterns and water quality of receiving waters and contribute to the overall health of the watershed; and
 - e. Strategies and best practices to design development for: rainfall capture for minor storms (a 10-year return period rainstorm); runoff control for major storms (a 100 year return period rainstorm); and, where appropriate, flood risk management for extreme events and peak flow conveyance.
- 4.5.3 Through planning and development approvals, require stormwater management strategies to be integrated into the planning and design of buildings, infrastructure, and recreational and open spaces through site specific stormwater management plans prepared by a qualified professional engineer.
- 4.5.4 Require site specific stormwater management plans to:
- a. Ensure post-development stormwater flow volumes will not exceed pre-development flow volumes in receiving waters;
 - b. Maintain, to the extent possible, predevelopment flow patterns and velocities;
 - c. Provide conveyance routes for major storms;
 - d. Demonstrate the use of best practices;
 - e. Certify that water quality of receiving surface and ground waters will not be negatively affected by stormwater surface run-off during and post development;
 - f. Certify, where applicable, that there will be no negative effect on neighbouring properties; and,
 - g. Incorporate best practices including but not limited to recommendations provided by the provincial government and its agencies.
- 4.5.5 Through neighbourhood plans and updates, encourage stormwater features or designs to form part of a broader open space network.
- 4.5.6 Support innovation that leads to affordable, practical, and sustainable stormwater management solutions and increased awareness and application of these solutions.
- 4.5.7 Encourage developers and property owners to limit impervious surfaces, which include buildings, pavement and any surface through which water cannot pass, to 10% of the total lot area for large parcels and 25% or less of the total property area for smaller parcels through limiting built space where possible and the use of aggregate, permeable pavement, pavers, and similar materials for driveways, patios and other surfaces that are often constructed of impervious materials.

Snow Clearing and Storage

Historically, snow clearing and storage has presented issues in Hemlock Valley, specifically related to conflicts with private property owners and access to Ministry of Transportation and Infrastructure roads and rights-of-way. As development and expansion proceed, having a strategy to ensure public safety and accessibility in the winter months will be crucial.

In addition to accumulation on roads and in public spaces, snow accumulates on roofs and affects the safety and structural integrity of buildings. Snow in Hemlock Valley tends to be wet, which means that it is heavy, and can be dangerous if it falls from rooftops by wind forces. Wet, heavy snow can cause personal injury, property damage, and disrupt community activities. It is important that new buildings are designed to minimize these risks and that existing property owners actively manage snow shed throughout the winter months.

Resort Master Plan Considerations

The Master Development Agreement requires the Resort Developer to prepare a Snow Clearing and Storage Plan to the satisfaction of the Fraser Valley Regional District prior to development of Phase 1 of the Resort Master Plan.

OBJECTIVE

Ensure ongoing public safety and appropriate levels of public accessibility to roads, rights-of-way, and public spaces throughout the winter months and ensure private property is developed and maintained in a manner that limits risk of personal injury or property damage related to snowshed.

Policies

- 4.6.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to provide a Snow Clearing and Storage Plan prior to approval of Phase 1 of the Resort Master Plan.
- 4.6.2 Ensure that the Resort Developer's required Snow Clearing and Storage Plan:
 - a. Defines clear roles and responsibilities for the Resort Developer, agencies who manage roads and rights-of-way, and private property owners;
 - b. Provides strategies and actions for adequate snow removal adjacent to fire hydrants to enable proper fire protection for the community; and,
 - c. Provides general strategies and actions to ensure accessibility on pedestrian routes.

- 4.6.3 Continue to communicate with the Ministry of Transportation and Infrastructure to help ensure adequate snow removal throughout the season.
- 4.6.4 Through planning and development approvals, require developers to address the potential for snow slippage and, where appropriate, require increased setbacks if snow slip risk is deemed too high.
- 4.6.5 Encourage existing and future property owners to reduce the risk of potential injury, property damage and community disruptions related to snow slippage by following the FVRD's Good Neighbour Practices, including through preparing properties for winter snowfall, monitoring and addressing heavy snowfalls, and communicating with neighbours.
- 4.6.6 Though neighbourhood plans and updates and/or planning and development approvals, address additional locational- and site-specific snow clearing and storage issues, in line with the objectives and policies in this Plan.

Solid Waste Management

Waste reduction targets and management in the Fraser Valley Regional District (FVRD) are governed by and implemented through the FVRD Solid Waste Management Plan, which was approved by the Ministry of Environment in late 2015. It contains several milestones to further waste diversion in the region and help reduce the amount of waste going to the landfill:

- › 65% reduction in the residential waste by the year 2018; and,
- › 90% waste diversion rate by the year 2025.

This Plan aims to advance the objectives and targets of the FVRD Solid Waste Management Plan primarily through community and land use policies. The Solid Waste Management Plan should be the primary point of reference for detailed guidance respecting waste management, composting, recycling and waste reduction.

The FVRD operates a rural transfer station in Hemlock Valley within the Hemlock-Harrison Mills Local Service Area. The facility only accepts regular household amounts of waste and recycling, dropped off by residents themselves. Historically, there have been issues with intake capacity during the resort's peak season. There is currently no residential composting program in place in Hemlock Valley, but the FVRD provides information to property owners to encourage onsite composting. In the near future, however, recycling and compostable waste collection will be mandatory, and this may require changes to the solid waste services provided in the community.

In addition to initiatives to reduce waste as the community grows, there are several issues related to waste in the context of a developing mountain resort community that must be considered, including: the need for more or larger transfer stations, best practices for on-site waste management, illegal dumping, and impacts on local wildlife.

The FVRD is in the process of upgrading and relocating the Hemlock Valley Transfer Station in light of the potential growth and expansion of the resort. The proposed location of the new site is illustrated on Map 8: Hemlock Valley Infrastructure Services (page 45). While the new facility and location should improve issues related to intake capacity, it is important to note that it will remain a rural scale facility for the foreseeable future. Opportunities for the development of a larger scale facility are limited by existing road capacity in the near term but should be considered as the area continues to grow.

OBJECTIVE

To advance the waste reduction targets set in the FVRD Solid Waste Management Plan and to ensure waste that is produced by the growing community is properly managed.

Policies

- 4.7.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete a Solid Waste Management Plan, to the satisfaction of the FVRD.
- 4.7.2 Ensure that each of the Resort Developer's required Solid Waste Management Plans:
 - a. Are in line with the FVRD Solid Waste Management Plan objectives and policies;
 - b. Identify solid waste management requirements for proposed development and expansion;
 - c. Identify the location, area and capacity of any future or expanded transfer stations in conjunction with the FVRD;
 - d. Identify transfer station access points and routes that can be used by the required trucks and haulers (needs based on capacity and requirements) in conjunction with the FVRD;
 - e. Provide evidence the proposed strategies advance the targets identified in the FVRD Solid Waste Management Plan; and,
 - f. Provide other relevant details or considerations as appropriate.

- 4.7.3 Continue to advance the objectives and targets of the FVRD Solid Waste Management Plan throughout the Hemlock Valley including by identifying opportunities for improved waste management.
- 4.7.4 Continue to disseminate information to residents regarding the FVRD Solid Waste Management Plan and its waste diversion targets and encourage residents to individually participate in the achievement of these targets.
- 4.7.5 Ensure adequate access to recycling, composting and disposal facilities on public and private developments, by:
 - a. Requiring all new developments to incorporate adequate space for the provision/placement of garbage bins, recycling bins and compostable waste bins; and,
 - b. Encouraging all publicly operated recreational sites to provide adequate waste and recycling bins.
- 4.7.6 Continue to provide residents and businesses with information regarding waste management and wildlife and encourage secure and proper handling of waste containers.
- 4.7.7 Encourage residents to avoid the burning of garbage and waste which results in reduced air quality and hazardous fine particulate matter emissions.
- 4.7.8 Continue to monitor and report all illegal dumping activities.

Emergency and Protective Services

Fire Protection Services

Hemlock Valley is served by a group of committed and highly trained volunteer fire department members. The members are trained First Responders as well as in structural and interface fire suppression, and lift evacuation techniques to service the ski resort. Fire response is coordinated and dispatched through the E-911 system. Fire service areas and the location of the fire hall is shown on Map 8: Hemlock Valley Infrastructure Services (page 45).

Fire protection requirements for new development are determined under the BC Building Code and the BC Fire Code. The fire response time is an important consideration in the BC Building Code (BCBC). The BCBC establishes a 10-minute response time threshold. Buildings that are proposed to be constructed in areas that are located outside of a 10-minute fire response will be subject to increased building setback requirements. The Fraser Valley Regional District (FVRD) uses the Fire Underwriters Survey guidelines regarding the design of water systems that provide flows for fire protection.

E911 Services – Police and Ambulance

In British Columbia, local governments are responsible for providing the initial response to most emergencies that occur within their boundaries. The FVRD Emergency Response & Recovery Plan complies with the British Columbia Emergency Response Management System (BCERMS) to ensure coordinated and organized response to emergencies in the form of a standardized response structure. During emergency response and recovery operations, FVRD is responsible for: Notifying those who may suffer loss or may be harmed by an emergency or impending disaster; Coordinating the provision of food, clothing, shelter, and transportation services; Establishing the priority for restoring essential services provided by the Regional District; and, Recommending to service providers the priorities for restoring essential services not provided by the Regional District.

The policies in this section provide guidance to ensure emergency and protective service levels increase appropriately as the community grows and that emergency response requirements are accounted for when land use and development changes are being considered. The FVRD Emergency Response & Recovery Plan should be the primary point of reference for detailed information and guidance respecting emergency services.

Hemlock Valley is a mountainous location distant from police, ambulance and provincial support services. It relies on volunteer fire and emergency responders. As a result, response times may be extended and capacities may be limited. For that reason, new developments must be supported by plans that support the effective provision of emergency services.

THE OBJECTIVES (IN ORDER OF PRIORITY) OF ANY RESPONSE ARE TO:

1. Provide for the safety and health of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect government infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses

Resort Master Plan Considerations

Emergency service needs and requirements must be addressed before development and resort expansion can proceed to ensure ongoing public safety. The Master Development Agreement requires the Resort Developer to prepare a detailed Fire Protection Impact Assessment Study, to the satisfaction of the Fraser Valley Regional District. It further requires the Resort Developer to work with the Fraser Valley Regional District and identify potential sites for Fire Station locations.

OBJECTIVE

Ensure the Hemlock Valley grows in a manner that enables and provides efficient and effective emergency response services and reduces potential for personal injury and property damage.

Policies

- 4.8.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete a detailed Fire Protection Impact Assessment Study.
- 4.8.2 Ensure that each of the Resort Developer's required Fire Protection Impact Assessment Studies:
 - a. Is prepared in consultation with the Hemlock Valley Volunteer Fire Department and the FVRD;
 - b. Identifies fire department building, infrastructure, and equipment requirements in the context of planned development and resort expansion;
 - c. Demonstrates clearly how projected water supply demands for fire protection services will be met in the context of planned development and resort expansion;
 - d. Demonstrates clearly how projected energy demands for fire protection services will be met in the context of planned development and resort expansion;
 - e. Demonstrates an efficient existing or planned highway and local road network that can adequately accommodate emergency service vehicles;
 - f. Incorporates regular review of fire department capacity, equipment and resource needs; and,
 - g. Identifies funding mechanisms for ongoing upgrades to fire equipment and other fire department needs to keep pace with anticipated growth.

- 4.8.3 Per the Master Development Agreement, through neighbourhood plans and updates, coordinate with the resort developer to appropriately locate new fire halls.
- 4.8.4 Through planning and development approvals, where applicable, require a fire protection engineering report and require the report to be reviewed by the Hemlock Valley Volunteer Fire Department and/or the manager of fire protection to ensure the department's ability to provide adequate fire protection.
- 4.8.5 Limit development in unserved areas, including lands outside of fire protection service areas.
- 4.8.6 Through neighbourhood plans and updates, require the development of an Emergency Response Plan that:
 - a. Incorporates a Hazard, Risk, and Vulnerability Analysis for the neighbourhood area based on provincial guidelines;
 - b. Identifies potential locations for and encourages the development of publicly accessible community spaces that can serve as muster points in the event of an emergency; and
 - c. Identifies potential locations for emergency shelters.
- 4.8.7 Continue to monitor public concerns regarding emergency services in the area and assist, where possible, in achieving the best service available for the community.
- 4.8.8 Encourage Neighbourhood Watch, Block Watch, Citizens on Patrol and similar programs within the community.

THIS PAGE INTENTIONALLY LEFT BLANK

A scenic view of a snowy mountain slope. In the foreground, there are dense evergreen trees covered in snow. The middle ground shows a wide, snow-covered slope with scattered evergreen trees and ski lift infrastructure, including poles and cables. The background shows more of the mountain and a clear sky.

5. HAZARD & RISK MANAGEMENT

5. HAZARD & RISK MANAGEMENT

GOAL

To ensure that future development in Hemlock Valley avoids growth within potentially hazardous areas and minimizes risks associated with natural hazards for the ongoing safety of residents and visitors and protection of community assets.

Overview

The plan area's geology, forest cover, diverse topography, and location in proximity to nature means that the Hemlock Valley is home to a wide range of natural hazards. Severe weather, fire, or seismic events can exacerbate wildfire and geohazard risks such as snow avalanche, flooding, landslide, and river erosion. The Fraser Valley Regional District (FVRD) works proactively to plan safe development by avoiding and managing risk areas and ensuring appropriate response measures are in place if an event occurs. When creating new communities or growth areas, the FVRD identifies safe areas where people and their investments (e.g. homes, businesses, roads) can safely grow and prosper for generations to come.

This Plan guides future development in the Hemlock Valley to areas away from hazards, and proposed developments will be required to demonstrate that risks have been identified and mitigated, aligned with the Geo-Hazard Acceptability Thresholds for Development Approvals. These acceptability thresholds inform policy on geo-hazards throughout the FVRD by guiding development approval decisions and land use planning in hazardous areas. The policy allows the Fraser Valley Regional District to ensure consistency in the development approvals process in geo-hazard lands. There are different thresholds at which point developments may be subject to additional regulatory responses, ranging from outright refusal of development to unconditional acceptance. Generally, developments which involve greater increases in land use density and those exposed to greater risks are less likely to be approvable.

The *Local Government Act* requires that official community plans contain statements and map designations respecting restrictions on the use of land that is subject to hazardous conditions. As well, Section 56 of the Community Charter requires that if a building inspector considers that construction would be on land that is subject to, or is likely to be subject to, flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche, the building inspector may require the owner of land to provide the building inspector with a report certified by a qualified professional that the land may be used safely for the use intended.

Development within floodplain areas is managed by the Fraser Valley Regional District (FVRD) Floodplain Management Bylaw. The bylaw includes requirements for building elevation, setbacks and avoidance of erosion areas. The Province of British Columbia sets out the overall framework and guidance for the development of flood management bylaws through the Flood Hazard Land Use Management Guidelines (2004).

Resort Master Plan Considerations

As per the Master Development Agreement, the Resort Developer must complete the following measures to ensure hazards are identified and risks are minimized:

- › Prior to approval of Phase 1, the Resort Developer must update the Base Area plan for the Phase 1 Development to ensure feasibility of the existing and proposed lots in relation to the existing hazard studies and information available for the area. The updated Base Area plan must include potential relocation options for the approximately 19 residential lots that are currently in the high-risk snow avalanche hazard area. The updated Base Area plan will be reviewed by the Mountain Resorts Branch (MFLNRO) and the Fraser Valley Regional District.
- › Prior to Development of Phase 2, the Resort Developer must complete a Hazard Feasibility Study, to the satisfaction of the Fraser Valley Regional District, and Development will be directed away from hazards.
- › Prior to the Development of each phase, the Resort Developer must complete an Emergency Management Plan, to the satisfaction of the Fraser Valley Regional District, prior to development of each phase. The plan must address interface fire hazard (risk, prevention and strategies to combat hazard) and how the public will be accommodated and evacuated in the event of landslide, avalanche or fire.

Hazard Management

General Policies:

- 5.1.1 Work collaboratively with the Resort Developer to ensure the Fraser Valley Regional District provides necessary input into the development and approval of the terms of reference for any technical study, assessment, analysis or review related to hazards or risk management.
- 5.1.2 As appropriate, update this Plan, including its schedules, upon completion of any studies or plans related to hazards or emergency management that are to be completed by the Resort Developer per the Master Development Agreement.

- 5.1.3 Through neighbourhood plans and updates, require the Resort Developer to provide a detailed geo-hazard study completed by a qualified professional for each neighbourhood that identifies:
- a. Potential hazards and hazardous locations;
 - b. Areas safe for development;
 - c. Any mitigation measures required; and,
 - d. Other relevant information related to safe development in the context of hazards.

OBJECTIVE

Identify risks and develop preventative measures and strategies to mitigate risks of avalanche hazards.

Policies

- 5.1.4 Per the Master development agreement, require the Resort Developer to relocate existing properties subject to unacceptable snow avalanche hazards before approving any development.
- 5.1.5 Continue to advocate to the Province to ensure that all existing and future properties in Hemlock Valley are protected from hazards as Resort Master Plan developments proceed.
- 5.1.6 Restrict new development in snow avalanche hazard areas.

OBJECTIVE

Development within floodplain areas is managed to mitigate risks associated with flooding.

Policies

- 5.1.7 Avoid and minimize exposure to flood risk and consequence of Sakwi and Cohen Creek flooding events through relevant land use planning decisions.
- 5.1.8 Utilize floodplain management and zoning bylaws, official community plan policies, and covenants to limit development within the floodplain and minimize exposure to risk.

Wildfire Interface Hazard

The Wildland-Urban Interface may be defined as the area where structures and other human developments meet or intermingle with undeveloped wildland. In more general terms, it is where houses or commercial development and fairly dense forest vegetation are both present. Wildland-Urban Interface zones are at particular risk of wildfire. Fire is a natural part of forest ecology, but in Interface zones the risk of occurrence is greater, and the consequences are more severe due to the proximity to human activities. Interface fires can lead to tragic loss of homes, business and even lives. Projected changes in climate, including warmer, drier summers will likely elevate wildfire risk over time.

As the majority of Hemlock Valley is Crown land, wildfire suppression is the responsibility of the Forests, Lands, Natural Resource Operations and Rural Development - Wildfire Management Branch. This Plan supports the mitigation of fire hazard risk through a variety of measures, including appropriate development practices.

Resort Master Plan Considerations

Per the Master Development Agreement, the Resort Developer must complete a detailed Fire Protection Impact Assessment Study, to the satisfaction of the Fraser Valley Regional District (FVRD), prior to each phase development outlined in the Resort Master Plan. The Resort Developer is required to work with the FVRD to identify potential sites for Fire Station locations, and the FVRD will provide input into the development and approval of the terms of reference for any technical study.

OBJECTIVE

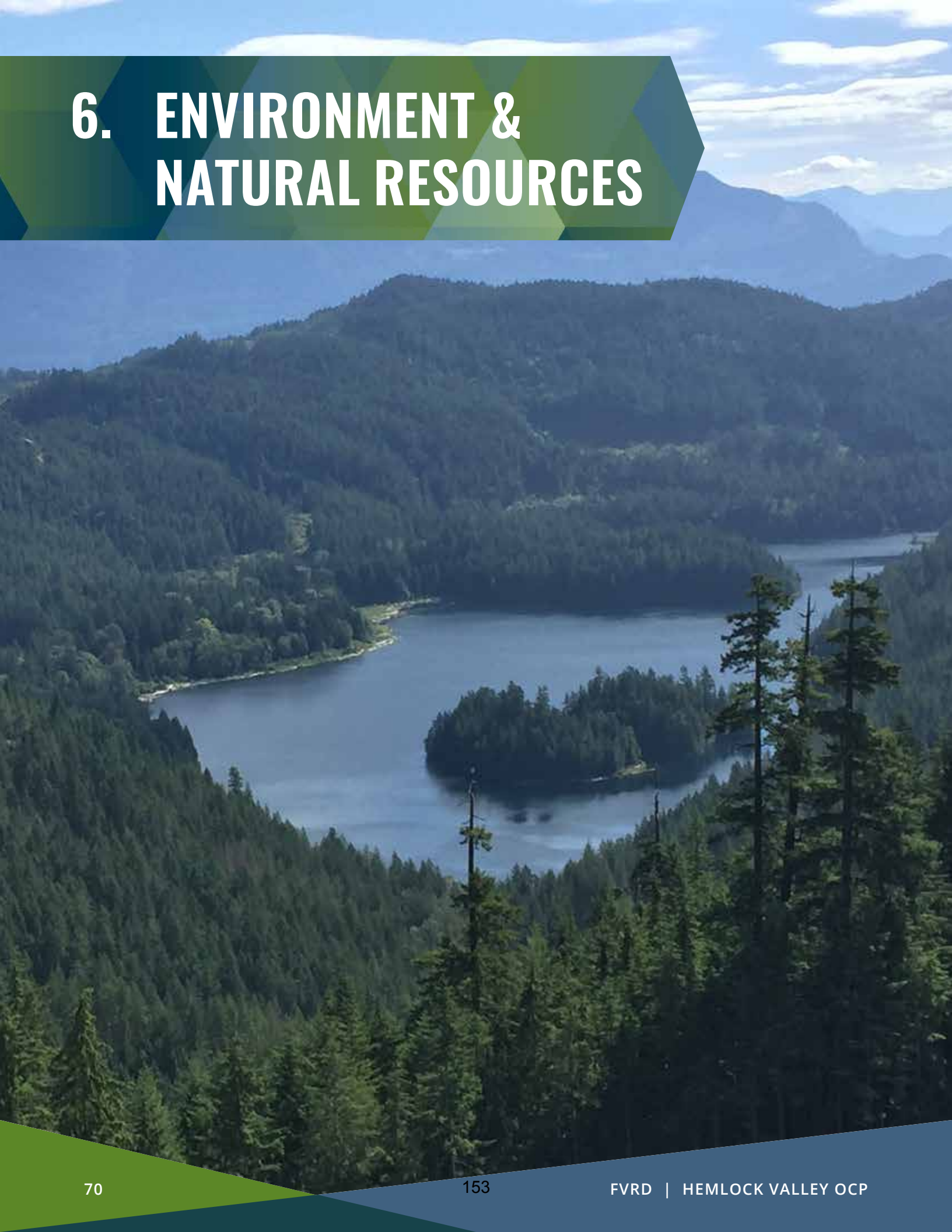
Reduce the risk of wildfire interface hazard through land use planning, appropriately located development, and best practices in building design.

Policies

- 5.2.1 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to complete a detailed Fire Protection Impact Assessment Study.
- 5.2.2 Ensure that each of the Resort Developer's required Fire Protection Impact Assessment Studies addresses the wildfire interface hazard.
- 5.2.3 Through neighbourhood plans and updates, consider establishing a development permit area to minimize the risk of interface fire hazards to people and property.
- 5.2.4 Encourage new subdivision and development to be located in areas that are not subject to high risk from wildfire hazards.

- 5.2.5 Create a Development Permit Area and Guidelines for areas of high wildfire interface hazard, in consultation with a professional forester licensed in British Columbia and specializing in forest wildfire assessment, that:
- a. Ensures design and construction occurs in a manner that minimizes risk of interface fire hazards to people and property;
 - b. Provides an overall assessment of the site for susceptibility to wildfire interface hazard (from conditions both on and off-site);
 - c. Demonstrates the application FireSmart techniques, as appropriate; and,
 - d. Details efforts to otherwise mitigate wildfire interface hazard.
- 5.2.6 Liaise with the Province regarding wildfire protection services.
- 5.2.7 Encourage owners of land subject to wildfire hazard to consider strategies to reduce the risk of damage from wildfire and to increase the ability to fight wildfire on the property, including:
- a. Building in accordance with the BC FireSmart Homeowners Manual which recommends the use of non-combustible materials and other building and fuel management techniques;
 - b. Utilizing fire resistant native plants in landscaping; and, applying “fire smart”, “fire scaping”, and fuel management strategies;
 - c. Installing a well, pump, low-flow-resistance piping, and full-flow yard hydrant system delivering at least 20 gallons per minute per house for sprinklers;
 - d. Installing well pumps in an approved way that allows safe and convenient connection to a portable electrical generator to supply the pump in the event of power outage;
 - e. Utilizing rain storage tanks or other means for producing or storing water for firefighting on-site;
 - f. Providing barrels or other means of quickly filling buckets and adding dish soap for extinguishment of small spot fires; and,
 - g. Ensuring access to ponds, creeks, pools and other sources of water supply for fire protection.
- 5.2.8 Promote and educate on “fire smart” behavior to reduce the risk of wildfire initiation and to encourage diligent observation of Open Fire Bans initiated by the Province.

6. ENVIRONMENT & NATURAL RESOURCES



6. ENVIRONMENT & NATURAL RESOURCES

GOAL

To ensure the Hemlock Valley continues to have clean water, good air quality, thriving wildlife and healthy, resilient forests and landscapes that support water filtration, stormwater management and flood protection.

Overview

The Hemlock Valley is a tremendous natural asset, and the Fraser Valley Regional District, its residents and its visitors understand the need to protect the area's environmental integrity and value alongside increased recreational use. A healthy natural environment in the Hemlock Valley not only provides a significant benefit for tourism, recreation and quality of life, but also supports local wildlife and ecosystems.

A land stewardship ethic drives land use policies and decisions in this Plan in order to proactively maintain connected, functioning ecosystems that provide high quality habitat for local wildlife species. Ongoing and effective stewardship of the environment calls for an enhanced commitment to habitat creation and protection, preservation of biodiversity, water and energy conservation, and measures to improve efficient land use and air quality. This Plan strives to protect sensitive ecosystems with high biodiversity values through legal and policy tools. The overall goal is for the valley to continue to have clean water, good air quality, thriving wildlife and healthy, and resilient forests in an interconnected and functioning landscape that supports water filtration, stormwater management, and flood protection.

Resort Master Plan Considerations

The success of the envisioned resort community is dependent on the preservation of Hemlock Valley's natural features and biodiversity. Per the Master Development Agreement, the Resort Developer has agreed to the following commitments:

- › Prior to the first phase of development, as outlined in the Resort Master Plan, work with a qualified professional to complete an Environmental Management Plan that addresses the issues listed below:
 - air quality protection and dust control;
 - contaminated sites and soils;
 - environmental awareness and education;
 - fuel, chemicals and materials storage and handling;
 - spill prevention and emergency response;
 - surface erosion prevention and sediment control;

- solid and liquid waste;
 - storm water; and
 - water and sediment quality.
- › Prior to the first phase of development, as outlined in the Resort Master Plan complete a Cumulative Effects Assessment (CEA), the format and terms of reference for which will be established for acceptance by the appropriate provincial Government Agencies (MFLNRO & Ministry of Environment), Fraser Valley Regional District, Sts'ailes and the Resort Developer before initiation of the study.
 - › Have a qualified professional complete an Environmental Assessment prior to each phase of development as outlined in the Resort Master Plan and submit it to the appropriate branches of the provincial government for review.

General Policies

- 6.1.1 Per the Master Development Agreement, work collaboratively with the Province, Sts'ailes First Nation, and the Resort Developer to develop a format and terms of reference for a Cumulative Effects Assessment (CEA), and require that the CEA be completed in advance of approving any development.
- 6.1.2 Per the Master Development Agreement, through neighbourhood plans and updates, require the Resort Developer to provide an Environmental Assessment completed by a qualified professional for each phase of development outlined in the Resort Master Plan.
- 6.1.3 Work collaboratively with the Resort Developer to ensure the Fraser Valley Regional District provides necessary input into the development and approval of the terms of reference for any technical study, assessment, analysis or review related to environmental management and protection.
- 6.1.4 As appropriate, update this Plan, including its schedules, upon approval of Environmental Management Plans to be completed by the Resort Developer per the Master Development Agreement.

Watershed Management

Protection of streams and lakes is a significant priority for the community. The location of the community in the headwaters of Sakwi Creek watershed, and in proximity to Cohen Lake and Harrison Lake, stresses the need for high quality stream and watershed management policies. The downstream reaches of Sakwi Creek provide a critical spawning and rearing stream for sockeye, chum and coho salmon, as well as resident rainbow and cutthroat trout. The maintenance of the Sakwi Creek headwater area is essential for the protection of critical adjacent and downstream fish habitats. Harrison River, flowing out of Harrison Lake downstream of Hemlock Valley, is part of the North American Salmon Stronghold, an international network of the most

This map displays the OCP Planning Area, which is outlined in yellow and covers a large portion of the Harrison (Lower) Watershed (shaded in dark blue). The Cohen Community Watershed is highlighted in light blue and is situated within the OCP Planning Area. The map also shows the Chehalis River Watershed (light gray) to the west. Key geographical features include Harrison Lake to the east and various creeks and rivers such as the Chehalis River, Cowlitz River, and various FSRs (Forest Service Roads). A legend in the top left corner identifies the Chehalis River Watershed, Harrison (Lower) Watershed, and Streams. The map is sourced from Esri, DeLorme, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community.

FVRD | HEMLOCK VALLEY OCP

OBJECTIVE

Ensure water quality is maintained to provincial standards or better in the Hemlock Valley's water bodies, downstream fish and wildlife health are preserved, and negative impacts to slope stability and streambank erosion are minimized.

Policies

- 6.2.1 Support the ongoing monitoring of Hemlock Valley streams and lakes as development proceeds and require or support actions to improve quality when necessary.
- 6.2.2 Through planning and development approvals, encourage best management practices to protect the Hemlock Valley's surface and groundwater supply zones.
- 6.2.3 Through neighbourhood plans and updates and/or planning and development approvals, reduce and restrict access to watersheds used for municipal water supply (e.g., Cohen Creek fed by Cohen Lake), and seek cooperation from relevant stakeholders to comply with access restrictions.
- 6.2.4 Maintain natural stream channel alignments and riparian areas, including setback requirements for development near Sakwi Creek.
- 6.2.5 Require new development to comply with the Land Development Guidelines for the Protection of Aquatic Habitat and refer development that cannot meet the Land Development Guidelines to the Ministry of Environment, Lands and Parks as appropriate.
- 6.2.6 Restrict development that allows effluents, whether domestic, commercial or industrial, to enter any watercourse in the Plan area if they pose a risk to water quality.
- 6.2.7 Restrict development that places waste material adjacent to a natural watercourse in such a way as to result in leachate or silt introduction to the watercourse via surface drainage or groundwater contamination.
- 6.2.8 Restrict development that presents potential risk for negative downstream environmental and/or hazard impact.

Natural Resource Management

The sustainable and responsible management of natural resources in Hemlock Valley is an important factor in the OCP. Active mineral tenures, harvest authorizations and woodlot licenses exist in the area and logging has historically occurred alongside resort operations. Resource uses are generally the jurisdiction of the province and they occur under licenses and tenures issued by the province.

Resort Master Plan Considerations

Through the Master Development Agreement, the Resort Developer has committed to integrating timber harvesting and forestry activities - in collaboration with Sts'ailes First Nation under a First Nation Woodland License (FNWL) - within the Controlled Recreation Area (CRA).

The Resort Developer has committed to preparing a forest management plan in conjunction with the FNWL holder (Sts'ailes), to guide resort development activities and the integrated forestry operations, recognizing resort development as the higher objective.

OBJECTIVE

Manage natural resources in a sustainable and responsible manner to reduce impacts on residents, visitors and business owners.

Policies

- 6.3.1 As appropriate, update this Plan, including its schedules, upon approval of the Forest Management Plan to be completed by the Resort Developer and Sts'ailes First Nation per the Master Development Agreement.
- 6.3.2 Notwithstanding policy 6.3.1, through neighbourhood plans and updates, ensure that natural resources are managed carefully and consider the following:
 - a. Scenic and aesthetic value to Hemlock Valley residents, visitors, and business owners;
 - b. Recreational value to adventure tourism and outdoor recreation users;
 - c. Low quality sand and gravel deposits;
 - d. Difficult to access forest harvest areas due to steep slopes, creek drainages;

- e. Interface concerns between neighbouring residential and tourism commercial, and resource extraction activities such as truck traffic, slope stability impacts, and view;
- f. Sensitive creek and slope areas which may be impacted by resource extraction uses; and,
- g. Existing forest cover in localized areas is integral to avalanche hazard mitigation.

OBJECTIVE

Maintain the Hemlock Valley's air quality so that it meets or exceeds provincial guidelines.

Policies

- 6.3.3 Take actions to reduce particulates and other emissions from transportation, industry, building heating and other sources in the Hemlock Valley.
- 6.3.4 Continue to study and monitor air quality throughout the Hemlock Valley and expand the monitoring network as needed.
- 6.3.5 Support land use development, initiatives, and programs across all sectors that reduce Greenhouse Gas Emissions, protect air quality, and promote energy efficiency and conservation.
- 6.3.6 Update and implement the regional Air Quality Management Plan.
- 6.3.7 Educate Hemlock Valley residents on the causes and impacts of degraded air quality, and what they can do to improve air quality.

Biodiversity

An overarching objective of this Plan is for Hemlock Valley's sensitive ecosystems, wildlife, habitat and biodiversity to be protected, managed, and restored as the area is developed.

OBJECTIVE

Implement land development approaches that minimize negative impacts on biodiversity and the natural environment.

Policies

- 6.4.1 Concentrate new development and/or human activities on the least environmentally sensitive lands.
- 6.4.2 Minimize habitat fragmentation that may occur through development and strive to maintain connections between sensitive ecosystems such as bald eagle habitat, to preserve and enhance the functions of natural systems.
- 6.4.3 Restrict development and in proximity to important sensitive ecosystems.
- 6.4.4 Permit activities such as hiking trails to be located in or in proximity to sensitive ecosystems only if the proposed use can be shown to be compatible with this Plan's policies and development permit guidelines, Riparian Area Regulations, Qualified Environmental Professional (QEP) recommendations, and other relevant legislation and best management practices as appropriate.
- 6.4.5 Through neighbourhood plans and updates, encourage monitoring and evaluation of relevant environmental indicators against established targets to maintain the integrity of the natural environment and to reverse negative environmental trends.
- 6.4.6 Reduce the use of night-time lighting and contain glare to retain the quality of the night sky, while meeting safety needs.

OBJECTIVE

Partner with other organizations and communities to protect the environment and wildlife and minimize human-wildlife conflict.

Policies

- 6.4.7 Work with local First Nations, regional and senior governments, agencies and community organizations in the protection and management of sensitive ecosystems and habitat.
- 6.4.8 Recognize local First Nation cultural, spiritual and recreational values associated with the natural environment.
- 6.4.9 Promote a stewardship ethic and awareness of environmental issues through ongoing public education.
- 6.4.10 Support development approaches and activities that reduce the potential for negatively affecting wildlife and wildlife habitat.
- 6.4.11 Collaborate with community partners to continue minimizing human bear conflicts.

OBJECTIVE

Manage, protect and restore native species, habitat and biodiversity in response to climate change forecasts and impacts.

Policies

- 6.4.12 Through neighbourhood plans and updates and/or planning and development approvals:
- a. Enhance natural resilience to climate change by reducing threats such as habitat fragmentation, degradation and destruction, eutrophication, pollution and the introduction of invasive species;
 - b. Encourage the use of native plant species that minimize the necessity for significant watering as a means of protecting local biodiversity and adapting to climate change; and,
 - c. Discourage the use of invasive plant species and support eradication of existing invasive plants.
- 6.4.13 Encourage reforestation on Crown lands disturbed by historic logging practices.
- 6.4.14 Provide information to the public to deter the use of invasive species and encourage the removal of such species on private property.

7. ENERGY & CLIMATE CHANGE



7. ENERGY & CLIMATE CHANGE

GOAL

To foster development activity that increases energy efficiency, lowers energy costs, and reduces greenhouse gas emissions, in order to minimize the impacts of climate change and that Hemlock Valley's infrastructure, natural and socioeconomic assets are resilient to the potential impacts of a changing climate.

Overview

As signatories to the British Columbia Climate Action Charter, the Fraser Valley Regional District (FVRD), along with its member municipalities, has committed to creating compact, more energy efficient communities. The Province has committed to reduce greenhouse gas (GHG) emissions by 33% by 2020 and 80% by 2050, compared to 2007 levels. The FVRD has adopted a combination of short and long-range targets set by its member municipalities in their Official Community Plans, which include a GHG reduction target of 20% by 2020 and 50% by 2050, compared to 2007 levels.

Through a combination of efforts to reduce the consumption of energy, increase energy efficiency, prioritize clean energy and reduce GHG emissions, the FVRD will work toward achieving its GHG targets. These actions will also help to reduce energy costs and contribute to a healthier future for both residents living within the region and neighbouring communities.

General Policies

- 7.1.1 Prior to development, prepare a Climate Action Plan for the entire OCP Planning Area that addresses broadly, climate mitigation and adaptation in the context of a resort community; and, specifically, green building policies and actions (referencing BC Step Code), Electric Vehicle policies and actions for public and private properties, and other GHG reduction strategies as appropriate.
- 7.1.2 Promote energy efficiency and the reduction of greenhouse gas emissions.
- 7.1.3 Promote development and sustainable management of local, clean, and renewable energy supplies that reduce GHG emissions and protect air quality.
- 7.1.4 Promote energy efficient incentive programs.
- 7.1.5 Encourage the use of high energy efficiency standards to reduce energy costs and GHG emissions in all new developments such as the BC Energy Step Code.
- 7.1.6 Encourage individual, regional and Provincial efforts to improve energy conservation and efficiency through education and other initiatives.
- 7.1.7 Reduce the community's impact on climate change and develop capacity to adapt to and mitigate climate change.
- 7.1.8 Consider the impacts to climate change in land use, transportation, and other planning decisions at the local and regional levels.
- 7.1.9 Research and promote best practices for climate change mitigation and adaptation.

Energy Planning and Climate Mitigation

OBJECTIVE

Support energy efficient, low carbon development patterns, buildings and systems to advance regional GHG reduction targets and motivate climate action in other communities.

Policies

- 7.2.1 Consider the FVRD's GHG reduction targets when evaluating changes to development and land use patterns.
- 7.2.2 Encourage commercial recreation and leisure operators to minimize GHG emissions associated with their activities.
- 7.2.3 Support energy efficient development patterns and building forms.
- 7.2.4 Consider the development of a Green Building Policy to reflect leading practices in energy efficiency and local government jurisdiction, including progressive integration of the BC Energy Step Code.
- 7.2.5 Work with partners in the private and public sector to increase uptake of provincial, federal and utility-based building energy retrofit programs.
- 7.2.6 Encourage roof designs that incorporate evolving technology and best practices for stormwater management and energy systems within the context of other building design guidelines.
- 7.2.7 Advance regulatory approaches that reduce or prohibit the negative climate impacts associated with the direct heating and cooling of outdoor areas, such as gas fire pits, patio heaters, heated residential driveways and open shop doors, during the heating or cooling seasons.

OBJECTIVE

Improve access and increase uptake of zero-emission vehicles in the community.

Policies

- 7.2.8 Through neighbourhood plans and updates, ensure parking areas and garages in new developments are electric vehicle ready as appropriate.

OBJECTIVE

Evaluate opportunities for low-carbon, renewable energy systems.

Policies

- 7.2.9 Support the exploration and potential development of district heating and cooling systems that are designed to reduce emissions, promote energy efficiency, increase renewable energy production, and stabilize energy costs.
- 7.2.10 Encourage increased energy self-sufficiency and lower carbon operations through on-site renewable energy generation opportunities for existing and new buildings.

Climate Adaptation

Adapting to climate change is a new reality for all communities today. Despite large-scale efforts to mitigate climate change, leading scientists state that a changing climate is inevitable and that we can expect increasing temperatures, and stronger and more frequent storms. Uncertainty in the state of the future climate poses a particular risk to the more isolated community of Hemlock Valley, and to the planned expansion of the mountain resort. While continuing to advance meaningful climate mitigation initiatives, it is important that Hemlock Valley also advances strategic climate adaptation initiatives in order to limit the economic and environmental vulnerability of the community.

OBJECTIVE

Ensure that climate change adaptation planning is integrated in community planning and development decisions.

Policies

- 7.3.1 Ensure that strategic directions related to climate change risk management and climate change adaptation are routinely considered in planning and development approvals.
- 7.3.2 Work collaboratively with the Resort Developer to ensure changes in climate and associated risks to people and property are considered in all technical studies, reviews, assessments, and management plans required through the Master Development Agreement.
- 7.3.3 Work with local and provincial agencies to prepare for and respond to emergencies caused by extreme weather events and ensure that the best available climate forecasts are integrated into hazard assessment, planning, mitigation, response and recovery activities.
- 7.3.4 Encourage all development and expansion plans related to the mountain resort consider future viability of the tourism-based economy in the context of a changing climate to ensure responsible public and private capital investments.

8. COMMUNITY WELL-BEING



8. COMMUNITY WELL-BEING

GOAL

To promote a high quality of life for local residents and visitors and to foster a unique identity and sense of place for Hemlock Valley.

Overview

Well-being and quality of life is an important consideration in planning for the growth of any community, but particularly so for resort communities with high seasonal fluctuations in population. As Hemlock Valley grows, it will be important to consider continued improvements to the community's sense of well-being and social connectedness, including through principles of inclusion, participation, diversity, and equity.

Given the geographic and development context of the Hemlock Valley as a resort community, well-being looks different than that of an urban or suburban community. For example, the location and relative small permanent population will limit the viability of locating schools and medical services within the Controlled Recreation Area, so a safe and efficient road network will be a high priority as the community grows to ensure permanent residents can safely access outside services.

Building Community and a Sense of Place

As the resort expands and the community grows, development should help to facilitate social connectedness among permanent residents by creating public and community-oriented spaces. Development should also foster a sense of place that can be shared by local residents and visitors alike, one that reflects the local environment, and the community’s arts culture history and values, including those of local First Nations.

OBJECTIVE

Encourage and support developments, projects, and initiatives that reflect the community’s vision, strengthen the Hemlock Valley’s sense of place, and provide improved opportunities for social connection.

Policies

- 8.1.1 Per the Neighbourhood Plan Terms of Reference (Schedule II), ensure planned resort development and expansion, and associated updates and additions to this Plan, reflect community input.
- 8.1.2 Collaborate with First Nations to recognize, protect, and reflect their culture and heritage in the growing community, per the policies of this Plan, specifically Policy Chapter 1 Spirit of Reconciliation.
- 8.1.3 Through neighbourhood plans and updates, encourage the development of publicly accessible community spaces, including equipped meeting spaces and facilities.

Creating a Diverse, Healthy and Accessible Community

All new development should consider the diverse needs of people who will live in and visit the community as it continues to grow. New buildings, public spaces, and transportation infrastructure should be safe and inviting for all ages and abilities. Emphasis should be placed on promoting healthy community and creating a built environment that promotes active transportation and provides active and engaging public spaces.

OBJECTIVE

Ensure all new developments consider best practices in regard to public health and safety.

Policies

- 8.2.1 Encourage all new developments to meet or exceed best practices related to universal design, accessibility, and Crime Prevention Through Environmental Design (CPTED) principles.
- 8.2.2 Through neighbourhood plans and updates, promote the development of an active transportation network in accordance with the policies of this Plan, specifically Policy Chapter 3 Transportation and Mobility.
- 8.2.3 Encourage private developments to consider the service and amenity needs of both local residents and visitors.
- 8.2.4 Continue to communicate and coordinate with Fraser Health on community health issues as appropriate, including the provision of safe and clean drinking water.

9. ECONOMIC STRENGTH & RESILIENCY



9. ECONOMIC STRENGTH & RESILIENCY

GOAL

To enable the Hemlock Valley to thrive economically through responsible growth management and land use planning, and the promotion of local economic development for diverse stakeholders, including local First Nations communities.

Overview

The ongoing development of the resort can provide substantial economic benefit to the local community as well as residents and businesses in the Fraser Valley Regional District (FVRD) and throughout the province. The Controlled Recreation Area will be developed in accordance with the Resort Master Plan on a performance and reward system, wherein Crown lands will be made increasingly available to the Resort Developer as capital improvements that provide economic benefit and growth are developed. This Plan aims to ensure that economic development occurs in a manner that is responsible and equitable.

The Sts'ailes First Nation has an expressed interest in the economic opportunities that resort development and expansion present and has worked collaboratively with the Resort Developer. Further opportunities to advance Sts'ailes and other local First Nations' economic development goals, including land development, employment growth, and business establishment should continue to be considered and incorporated as development plans proceed.

Local residents have expressed interest in increased opportunities for local business ownership with the vision of a more diverse and equitable local economy. Currently, there are no commercial spaces that are not owned by the Resort Developer. In addition to pointing to economic imbalance, the single owner context has created issues in the consistent provision of goods and services as resort operations tend to be active primarily in the winter months.

Natural resources have been an important part of the local and subregional economy in the past. Active mineral tenures, harvest authorizations and woodlot licenses exist in the area and logging has historically occurred alongside resort operations.

Resort Master Plan Considerations

According to the Resort Master Plan, the Sts'ailes First Nation and the Resort Developer are working to establish a Joint Venture Agreement designed to advance the development of Hemlock Resort while promoting specific development in the Hemlock North neighbourhood.

The Resort Master Plan does not envision continued resource extraction to be a significant part of the local economy. However, per the Master Development Agreement, the Resort Developer has committed to integrating timber harvesting and forestry activities in collaboration with Sts'ailes under a First Nation Woodland License (FNWL) within the Controlled Recreation Area (CRA).

Local Economic Development

Thoughtful local economic development can help to ensure that local residents have access to necessary goods and services on an ongoing basis and improves equity throughout the community.

OBJECTIVE

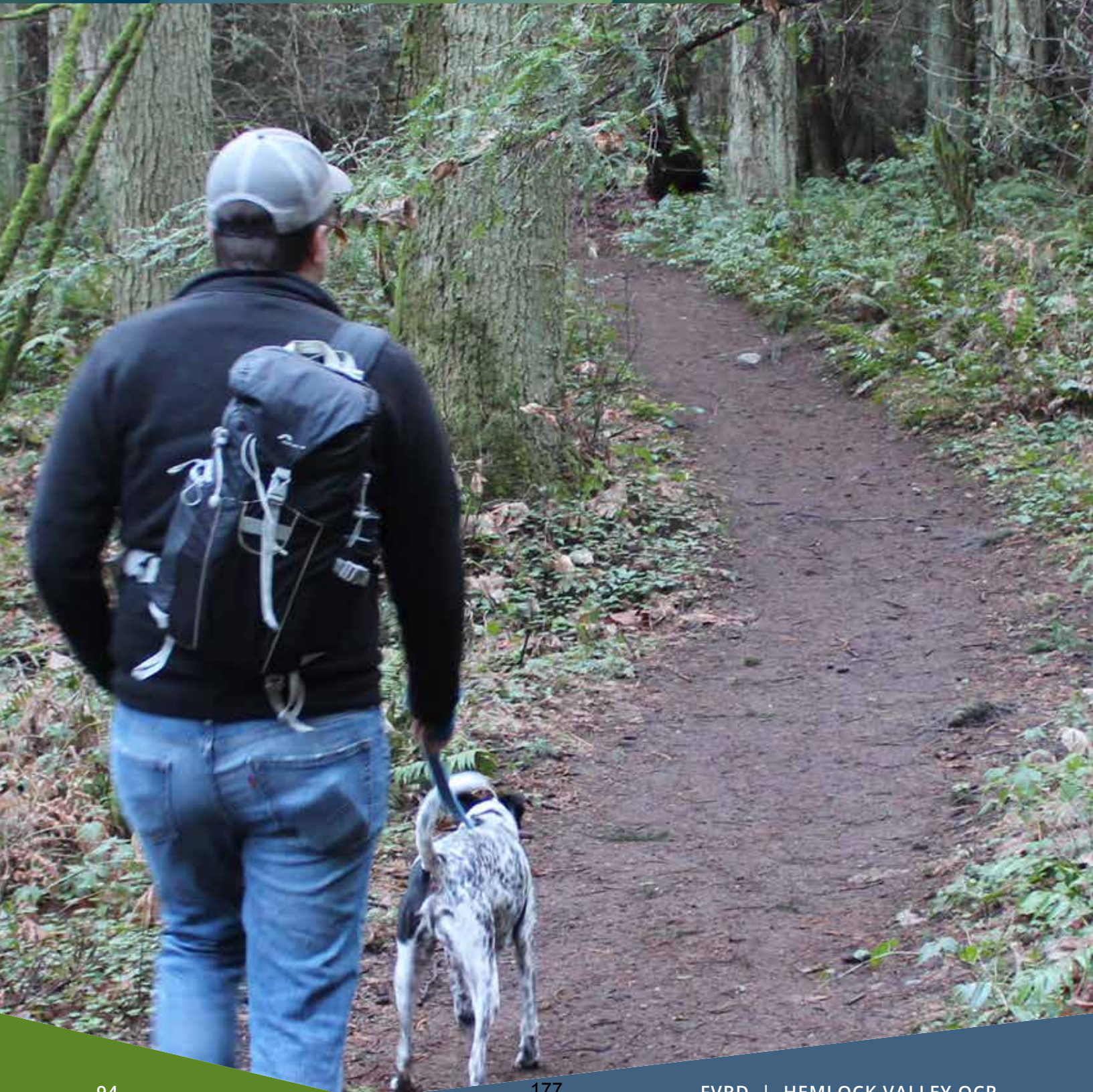
Promote diversified private business ownership within the community and encourage land development, and business and employment growth that is in line with First Nation' economic development objectives.

Policies

- 9.1.1 Promote a sustainable tourism-based economy by supporting the ongoing growth of the resort and proposed development and expansion plans that:
- Reflect the responsible expenditure of public and private capital;
 - Preserve the function and integrity of the surrounding environment and natural features;
 - Provide employment opportunities that enable a high quality of life; and,
 - Promote a strong and resilient economy in the face of global uncertainty and climate change.

- 9.1.2 Through neighbourhood plans and updates:
- a. Continue to work with the Resort Developer to assess the balanced resort and community capacity to ensure physical, social and environmental well-being continues to be considered; and,
 - b. Designate an adequate amount of land for commercial space, promote diverse types and forms of commercial development, and encourage sales, lease and rental opportunities that advance opportunities for local business development.
- 9.1.3 Support rezoning applications that advance local and diverse business development, in line with FVRD policies and bylaws, and, where appropriate, identify opportunities to reduce the barriers to the establishment of local businesses and services.
- 9.1.4 Support opportunities for First Nations' economic development per the policies of this Plan, specifically Policy Chapter 1 Spirit of Reconciliation including through collaboration with the Sts'ailes Economic Development Corporation.
- 9.1.5 Encourage opportunities to collaborate with local groups including the Hemlock Valley Homeowners Association to support diverse local economic development.

10. RECREATION, PARKS & TRAILS



10. RECREATION, PARKS & TRAILS

GOAL

To ensure that Hemlock Valley's park, trail and recreational assets are in line with the future vision of the community, serve both local residents and visitors, and are appropriately and cost effectively managed.

Overview

Hemlock Valley's recent history as a local ski resort and the future vision of an all seasons resort community are centered around high quality outdoor recreation that is in step with the area's profound natural beauty. Recreational assets and opportunities to engage with the areas vast natural features are important parts of the community's identity. Major recreational assets, such as the ski hills and the envisioned waterfront features will be largely privately managed and operated. However, the growing community also needs publicly accessible, year-round parks, trails, and recreational facilities to meet the needs of local residents.

Resort Master Plan Considerations

Per the Master Development Agreement, the Resort Developer is required to meet with public recreation user groups and provincial government representatives to develop a Public Recreation Management Plan which will discuss the existing Summer/Winter & Motorized/Non-Motorized public recreation interests and how these interests will be addressed as development of the resort proceeds and designate trails within and through the Controlled Recreation Area for year-round, public access.

General Policies

- 10.1.1 As appropriate, update this Plan, including its schedules, upon approval of Public Recreation Management Plan to be completed by the Resort Developer per the Master Development Agreement.

Major Recreational Assets

OBJECTIVE

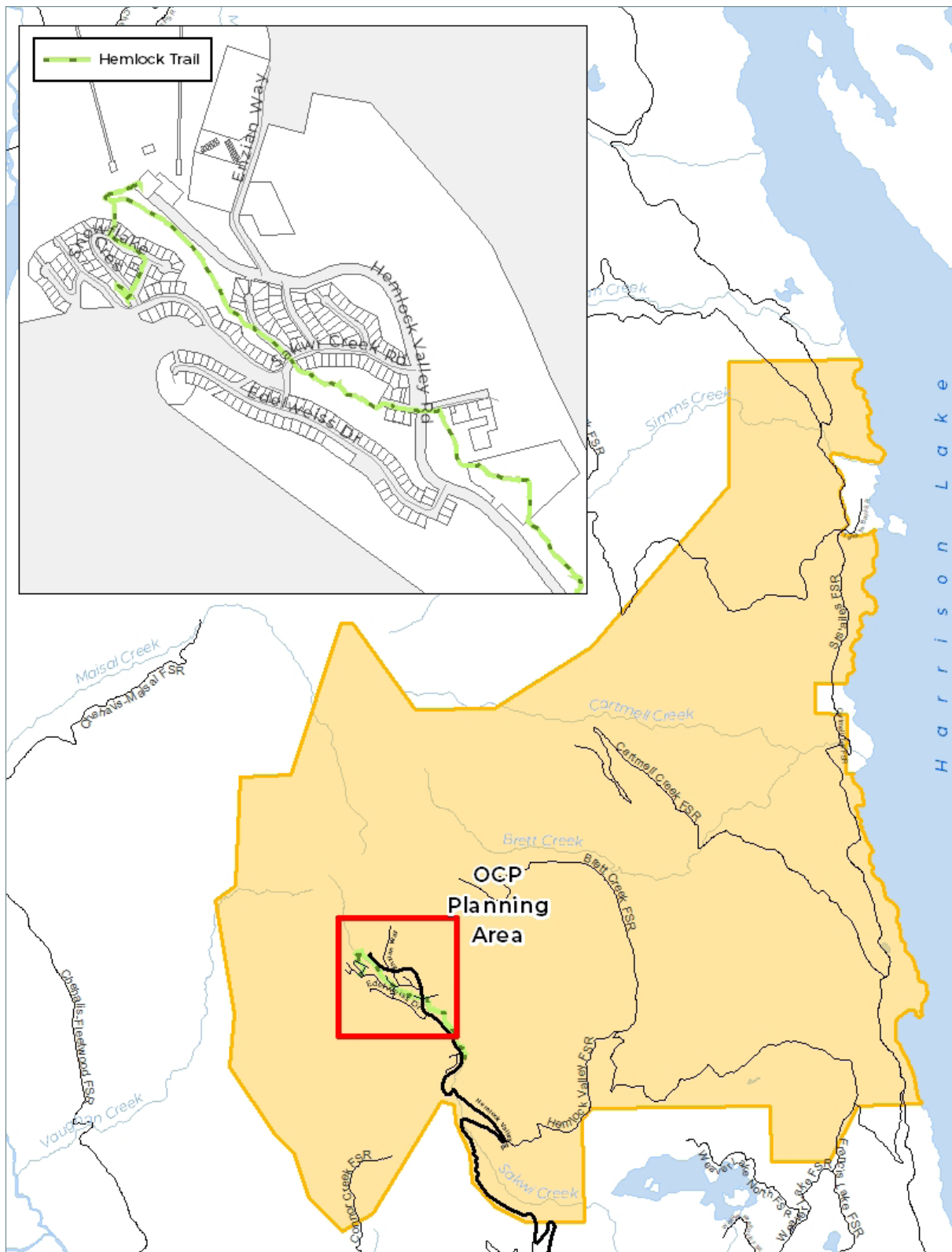
Ensure all privately held major recreation assets are in keeping with the future vision of the community.

Policies

- 10.2.1 Through neighbourhood plans and updates and/or planning and development approvals ensure the development and management of all major recreational assets:
- a. Considers and mitigate potential negative impacts to the natural environment;
 - b. Respects and reflect First Nations' connection to the land and water; and,
 - c. Reflects the responsible expenditure of public and private capital by ensuring development is not premature or scattered.
- 10.2.2 Encourage the Resort Developer to monitor and manage user levels, including for backcountry and alpine areas, to prevent overuse and environmental damage.

Network of Community Parks, Trails, and Facilities

The National Parks and Recreation Association (NPRA) Level of Service Standards guidelines for the amount, size and location of near to home parkland is 4 ha of parkland per 1,000 people, plus an additional 4 ha of natural area per 1,000 people. This Plan aims to ensure these standards will be met as the community continues to grow and that the network of parks and trails will develop in an efficient and progressively connected manner in accordance with the Fraser Valley Regional District (FVRD) Parks planning and service provision. The only proposed community trail in Hemlock Valley is illustrated on Map 11 on the following page, but it has not yet been established.



Map 11: Hemlock Valley Community Trails

OBJECTIVE

Promote the development of a connected and well-maintained network of parks and trails that provide opportunities to experience nature, promote active living, and facilitate social interactions.

Policies

- 10.3.1 Through neighbourhood plans and updates:
- a. Develop policies and actions to meet or exceed the NPRA level of service standards for Hemlock Valley and its neighbourhoods;
 - b. Ensure areas of significant recreation or conservation potential are reserved for future park and trail development;
 - c. Establish, design, and program new parks and trails in consultation with the community; and,
 - d. Consider appropriate approaches to ongoing maintenance and management of new parks and trails, including through the establishment of Community Parks Service Areas if appropriate.
- 10.3.2 Ensure newly established or expanded services funded by a Community Parks Service Area are designed in consultation with the FVRD Parks Department to ensure a financially viable operations and maintenance program.
- 10.3.3 Support the establishment of the community trail identified on Map 11, and identify an approach for ongoing maintenance, including through the establishment of a Community Parks Service Area if financially feasible.
- 10.3.4 Support the acquisition, maintenance and access of public parks and trails in Hemlock Valley by other public agencies and community groups in accordance with the policies of this Plan and explore partnership opportunities as they arise.
- 10.3.5 Secure land for trails and proposed community parks through other opportunities arise, including through development proposals and partnership/grant funding.
- 10.3.6 Encourage and support FVRD acquisition, maintenance and access of regionally significant public parks and trails in Hemlock Valley where financially feasible and in accordance with the FVRD Regional Parks Strategic Plan.
- 10.3.7 Encourage any community park or trail to incorporate native plant species to the extent feasible.

- 10.3.8 Through planning and development approvals, apply the following parkland dedication requirements:
- a. New subdivisions requiring the dedication of parkland under Section 510 of the *Local Government Act* shall provide parkland in an amount of not less than five (5) percent of the land being subdivided or an equivalent value;
 - b. Notwithstanding Section 10.3.8 (a) (above), the FVRD Board may consider accepting an area of land less than five (5) percent of the land being subdivided where improvements acceptable to the FVRD Board have been made to provide park infrastructure on dedicated park lands;
 - c. Where a developer wishes to dedicate an amount of park land in excess of five (5) percent of the land proposed for subdivision, the FVRD Board may consider a minor reduction in the minimum parcel size for subdivision, subject to the approval of the Responsible Authority, provided that the excess does not include lands that would otherwise be conserved through other means;
 - d. Notwithstanding Section 10.3.8 (a), the FVRD Board, at its discretion, may elect to require cash-in-lieu of parkland dedication pursuant to Section 510 of the *Local Government Act*, or a combination of land and cash-in-lieu; and,
 - e. Notwithstanding Section 10.3.8 (a) and 10.3.8 (d), the FVRD Board, at its discretion, may elect to require an equivalent value of funding as a monetary contribution dedicated to park and trail development, infrastructure, and enhancements in the place of cash-in-lieu contributions solely for the purpose of the acquisition of park land.
- 10.3.9 Through planning and development approvals, encourage all publicly accessible parks, trails, and community facilities to have year-round publicly accessible facilities, including washrooms and change rooms.
- 10.3.10 Through neighbourhood plans and updates and/or planning and development approvals, identify potential locations for and encourage the development of publicly accessible community spaces that can serve as muster points in the event of an emergency.

11. URBAN DESIGN & THE BUILT FORM



11. URBAN DESIGN & THE BUILT FORM

GOAL

To encourage attractive and high-quality contextual development in the Hemlock Valley that respects the site context and surrounding environment, contributes to a strong and vibrant public realm, and supports the creation of pedestrian-friendly places.

Overview

Strong urban design helps to create a high quality, visually appealing built environment with a safe, comfortable pedestrian realm. The policies below are meant to provide high level direction and generalized urban design principles for new development in the Hemlock Valley.

General Policies

- 11.1.1 Develop and maintain a high quality of urban design, architecture and landscape architecture that are complementary to the mountain environment and reflect the natural and human history of Hemlock Valley.
- 11.1.2 Develop a pedestrian friendly and vibrant public realm through responsive human-scale architecture, animated streetscapes and social gathering spaces.
- 11.1.3 Encourage and promote Universal Design principles in development, prioritizing accessibility for all ages and abilities in Village areas.
- 11.1.4 Promote community safety through urban design by utilizing Crime Prevention Through Environmental Design (CPTED) principles.
- 11.1.5 Encourage the installation of art and other enhancements such as interpretive panels in the built environment, including on private properties, public spaces, parks, trails and streets, where appropriate, specifically those that reflect the natural and human history of Hemlock Valley.

Site Design

OBJECTIVE

Building sites contribute to visually appealing, safe, comfortable, and walkable public spaces and streets.

Policies

- 11.2.1 Building siting and design should reflect the importance of separating vehicular and pedestrian circulation.
- 11.2.2 Service bays and solid waste storage should be integrated with site and building design, contained within the building or suitably screened from public view, and adequately sized to meet the needs of uses on site.
- 11.2.3 All development should maximize sun penetration to pedestrian and outdoor activity areas.
- 11.2.4 Visible outdoor activity areas should be provided to reinforce social activity and interaction.
- 11.2.5 Surface parking areas should be screened by a combination of landscaping and/or berms, and should provide adequate areas for snow storage and drainage.
- 11.2.6 Accessible parking spaces should be located as close as possible to building entrances.
- 11.2.7 Landscaping is an important part of a project design and should be coordinated to create a pleasing composition and cohesive look, define and enliven public spaces, moderate building massing, maximize views into stores, emphasize and frame important building features and natural focal points, and provide shade for comfort.

Building Design

OBJECTIVE

Buildings reflect the mountain village character, and contribute to the creation of vibrant, pedestrian friendly streets and villages.

Policies

- 11.3.1 Through neighbourhood plans and updates, designate land uses and densities that provide transition between higher density villages and the surrounding rural and natural areas through lower density development forms.
- 11.3.2 Minimize the overall mass appearance of any one building. Building height, massing and setbacks should ensure view corridors, view opportunities and solar access.
- 11.3.3 Building façades that front streets should be developed with active and transparent ground floors to ensure businesses are easily identifiable, and to promote 'eyes on the street'.
- 11.3.4 Use variety, texture, scale and modulation in building façade design to create pedestrian interest. Blank walls on street-fronting building façades are strongly discouraged.
- 11.3.5 Building entrances should front the street and pedestrian routes, and should be visible and identifiable from both.
- 11.3.6 All stairs and ramps accessing buildings are encouraged to be covered.
- 11.3.7 Roof form should be of a sloping mountain character to create more visual interest and to accommodate large accumulations of snow.

Public Realm

OBJECTIVE

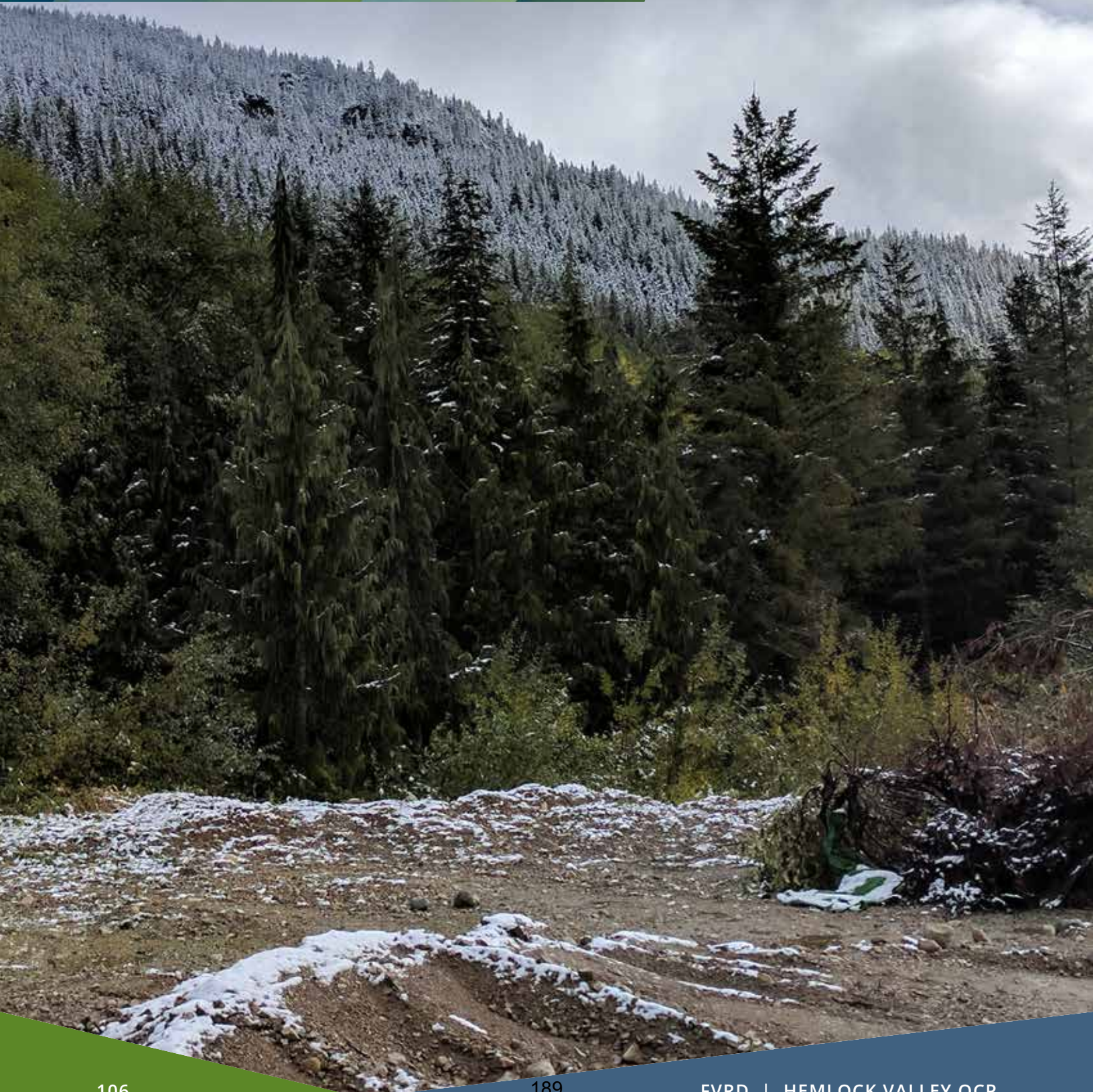
Public spaces contribute to community character and a sense of belonging, social interaction and positive overall experience for both residents and visitors.

Policies

- 11.4.1 Provide high quality, durable, and pedestrian-friendly public places, including streets, parks, and plazas that promote social interaction throughout the community.
- 11.4.2 Ensure public spaces are safe and accessible to everyone, aesthetically pleasing and comfortable social spaces.
- 11.4.3 Support year-round programming efforts for public spaces, to add vitality and a sense of community
- 11.4.4 Accommodate and enhance year-round sunlight access on pedestrian and outdoor activity areas and neighbouring indoor spaces. To encourage winter use, encourage the creation of sheltered sunny pockets in public spaces.

THIS PAGE INTENTIONALLY LEFT BLANK

12. TEMPORARY USE PERMITS



12. TEMPORARY USE PERMITS

Overview

Division 8 of the *Local Government Act* allows for the issuance of Temporary Use Permits in areas designated within an Official Community Plan. A Temporary Use Permit may:

- › allow a use not permitted by a zoning bylaw.
- › be issued for a period of up to three (3) years and renewed, at the discretion of the Regional Board, only once.

Terms and Conditions

The FVRD Board may impose special conditions under which the temporary use may be carried on. This may include regulating the construction of buildings or structures related to the temporary use and requiring a security to guarantee adherence to the terms of the Temporary Use Permit.

Security

The security may be in the form of cash or a letter of credit, the amount of which is to be determined by the FVRD Board. A major purpose of collecting the security is to ensure that the land is returned to the condition prior to issuance of the permit when the permit has expired. The FVRD Board may utilize the security in the event that the conditions of the permit are not met.

Procedure and Public Notification

The FVRD Development Procedures Bylaw and Sections 494 through 497 of the *Local Government Act* specify the process by which a temporary use permit may be issued. Public notification and input are a central part of the process. Notification of the FVRD Board's consideration of a permit application must be mailed out to owners and occupiers of property within a specified distance of the subject land and placed in a local newspaper. As well, the Board will normally require the holding of a public information meeting to present the application to the community and hear the concerns of residents.

Temporary Use Permit Policies

- 7.1 A Temporary Use Permit may be issued for the following commercial or industrial uses:
- a. Special events which are of limited duration and which will not preclude or compromise future permitted uses on the proposed site of the temporary use;
 - b. Short-term industrial activity such as portable sawmills, heavy equipment storage, log home building operations and construction yards related to specific industrial projects of limited duration;
 - c. A temporary sand and gravel extraction where a permit has been issued pursuant to FVRD Commercial Gravel Operations Bylaw, if required;
 - d. Uses which comply with the designation policies but where appropriate zoning does not presently allow for such uses; and,
 - e. Transitional uses or uses where uncertainty exists respecting appropriateness or viability of the use, and where it is premature to decide upon rezoning and long-term land use rights.
- 7.2 The issuance of Temporary Use permits shall be subject to the issuance of a temporary access permit for the proposed use by the Ministry of Transportation and Infrastructure.

THIS PAGE INTENTIONALLY LEFT BLANK

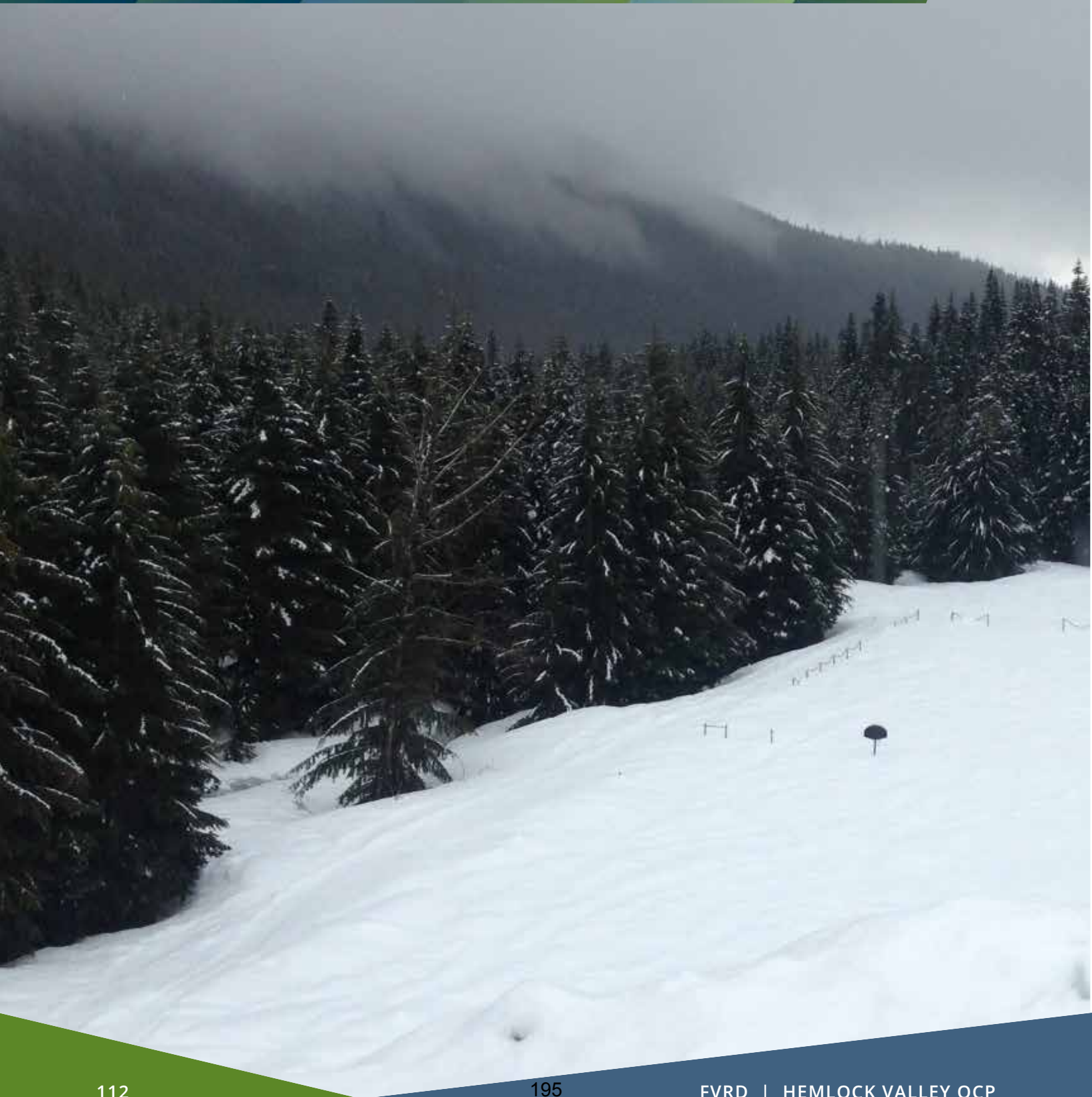
SCHEDULE I: DEVELOPMENT PERMIT AREAS



SCHEDULE I: DEVELOPMENT PERMIT AREAS

See related documents.

SCHEDULE II: NEIGHBOURHOOD PLAN TERMS OF REFERENCE



SCHEDULE II: NEIGHBOURHOOD PLANNING TERMS OF REFERENCE

See related document.

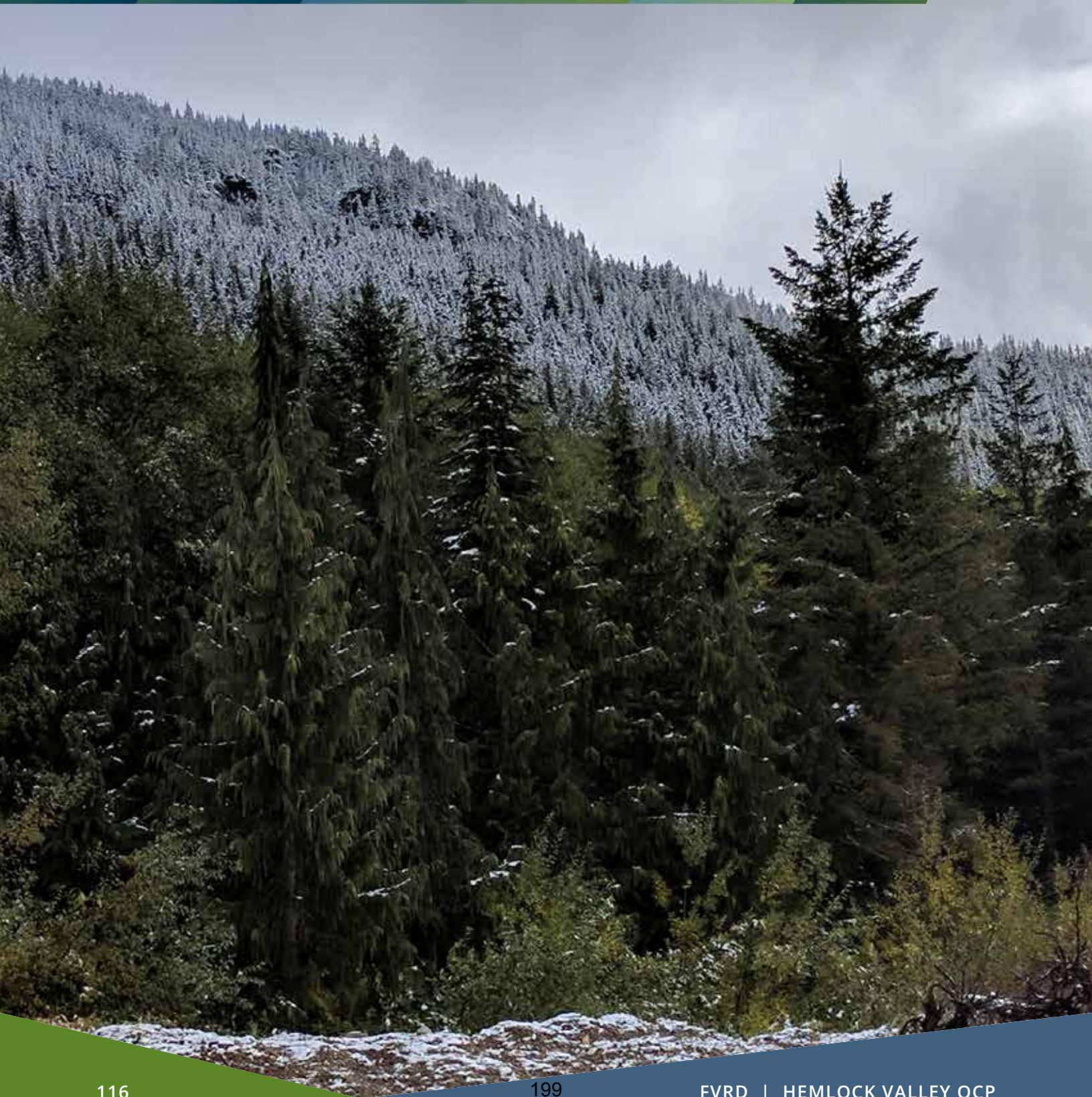
SCHEDULE III: HEMLOCK WEST NEIGHBOURHOOD PLAN



SCHEDULE III: HEMLOCK WEST NEIGHBOURHOOD PLAN

See related document.

APPENDICES



APPENDICES

Appendix 1. Document Glossary

Unless otherwise stated in this Plan, the following terms have the meaning defined below. Terms not defined in this section carry the same meaning as in Provincial statutes and the bylaws of the Fraser Valley Regional District.

ACCESS means the way, or means of connection, between lands adjacent to a public roadway and the public roadway; which connection provides access to and from the private lands. Access may also mean the access permitted and specified in a Highways Access Permit issued by the Ministry of Transportation & Infrastructure; see also PUBLIC ACCESS.

ACCESSORY BOARDING USE means a use accessory to a residential use and contained within the principal residence where no more than two (2) sleeping rooms, which do not contain cooking facilities, are rented for the accommodation of no more than four (4) persons.

ACCESSORY RESIDENTIAL USE means a use accessory to a commercial use, mobile home park, a tourist accommodation use, or an industrial use, where the building or buildings include one dwelling unit for the accommodation of the owner, operator or manager.

ALLUVIAL FAN means the alluvial deposit of a stream where it issues from a steep mountain valley or gorge upon a plain or at the junction of a tributary stream with the main stream.

ANCILLARY OR ACCESSORY USE means a use auxiliary or subordinate to the principal use permitted in the land use designation.

APPROVAL means approval in writing.

APPROVED COMMUNITY SANITARY SEWER SYSTEM means a system for the collection, treatment, and disposal of domestic sewage, which has a design capacity of at least 22,700 litres per day and which is approved as a Class "A" system under the Municipal Sewage Regulation of the Environmental Management Act, and which is owned, operated and maintained by the Fraser Valley Regional District.

APPROVED COMMUNITY WATER SYSTEM means a system of waterworks which is approved under the Drinking Water Protection Act and its associated regulations, and which is owned, operated and maintained by either:

- › an improvement district pursuant to the *Local Government Act*;
- › a water utility pursuant to the Water Utility Act;
- › the Fraser Valley Regional District; or
- › a strata corporation pursuant to the Strata Property Act with a minimum of five strata lots served by the water system.

ASSEMBLY USE means a use of land that provides open space, buildings, or structures for private gatherings and assembly of people; which may be centered around education, religious gathering and worship or fraternal organization; and may include retreats, camps, private educational centre, meeting hall, and associated temporary lodging, boarding and accommodation use; in addition to associated residential use.

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.

BUILDING BYLAW means any building bylaw applicable to Electoral Area "C" of the Fraser Valley Regional District enacted pursuant to the *Local Government Act*.

COMMERCIAL CAMPGROUND USE means a commercial use of land for the purpose of providing two or more recreational camping spaces for recreational trailers, or motor homes, together with all supporting, common leisure and service facilities for the exclusive use of, and temporary occupancy for part of the year only, holiday-makers; may include: a recreational camping club incorporated under the Society Act; but does not

include a social club, interest developments, strata developments, natural campgrounds, holiday park, mobile home park, motel, campground or camp licensed under the Community Care Facility Act.

COMMERCIAL USE means a use providing for the retail sale, repair and servicing of household, non-household, personal and non-personal goods, or for providing services to people.

CONSERVATION USE means the preservation or protection of natural resources and assets in their natural state, including the habitat of birds, fish and other wildlife.

CONTIGUOUS, when applied to two areas of development, means that they abut or touch each other.

CONTROLLED RECREATION AREA (CRA) refers to the boundaries for the associated license of occupation issued by the Province of British Columbia which gives the Resort Developer the right to use Crown land for the purposes set out in the Resort Master Plan.

DESIGNATION means the land use designations set out in Policy Chapter 2 of this Plan.

DEVELOPMENT APPLICATION means an application pursuant to an enacted provision of a Responsible Authority which affects the development of any land within the area covered by this plan.

ENVIRONMENTAL IMPACT ASSESSMENT means a field-based technical assessment conducted, prepared and supported by a qualified professional including but not limited to a professional biologist, in accordance with the Ministry of Environment recommended methodologies and best practices, which assessment provides:

- › an inventory of fish and wildlife species and their habitats; threatened, rare and endangered species and their habitats and, other sensitive ecosystems in the proposed development area, and in adjacent habitats or ecosystems which may be impacted by the proposed development area; and,
- › recommendations for the avoidance then mitigation of impacts associated with a proposed development area.

FLOODPLAIN means an area of land, whether flood-proofed or not, which is susceptible to flooding by a watercourse, lake, ocean or other body of water.

FLOODPROOFING means the alteration of land or structures and contents to minimize flood damage by raising the elevation of the land above the maximum elevation of the local flood level as determined by Fraser Valley Regional District Floodplain Management Bylaw 0681, 2005, or by the construction of buildings and structures to withstand the effects of flooding and flood waters, with all habitable floors located at elevations above the flood construction level as determined by Fraser Valley Regional District Floodplain Management Bylaw 0681, 2005.

FORESTRY USE means the cutting and preliminary grading of forest products for shipment; includes temporary or portable sawmills or shake mills processing materials cut in the local area.

GEOHAZARD STUDY means a study prepared by a qualified professional engineer with training and experience in geotechnical engineering and licensed in the Province of British Columbia which interprets the physical conditions of surface or subsurface features in a study area with respect to stability, potential seismic disturbance, interrelated chemical activity, and size and volume analysis; specifically addresses the possible effects of physical alterations or deformations of the land related to proposed building or other projects; and may establish standards for siting and construction of proposed buildings or the nature and location of proposed uses. Geohazard studies must meet the requirements outlined in FVRD – EGBC GeoHazard Assurance Statement.

HOME OCCUPATION USE means a use accessory to a single family residential use where the householder carries on an occupation, craft or profession within the residential dwelling unit. **IMPERVIOUS AREA** means the total area of impervious surface expressed as a percentage of the total area of the parcel of land. Impervious surfaces are those which water cannot penetrate such as buildings, paved roads, and driveways.

INDUSTRIAL USE means the use of land, buildings and structures for the manufacturing, processing, fabricating, repair, packaging or assembly of goods; warehousing or bulk storage of goods; and related accessory uses.

LOCAL COMMERCIAL USE means a commercial use intended to serve the day-to-day needs of the local population residing in the vicinity of the local commercial use; includes general stores, convenience

stores, small personal service establishments and artisan-craft workshop uses.

LOCAL INSTITUTIONAL means an institutional use, which provides services for primarily local residents including civic, educational, fire halls, community and cultural centres, and other similar uses, and is established by local government, provincial or federal government, parks board or library board.

MOBILE HOME PARK means a residential use of a lot on which two or more mobile homes are located.

NEIGHBOURHOOD PLAN means a plan prepared and adopted by a Regional Board as a Schedule to the Official Community Plan by bylaw pursuant to the *Local Government Act* which applies to parts of the Official Community Plan Area. It supplements the policies and land uses in the Official Community Plan for added guidance pertaining to development.

OFFICIAL COMMUNITY PLAN means a plan prepared and adopted by a Regional Board by bylaw pursuant to the *Local Government Act* which applies to all or parts of an electoral area of a Regional District. It forms the basis for preparing development bylaws in an electoral area.

ON-SITE SERVICES means the provision of an individual water supply and on-site sewage disposal in accordance with the standards of the Responsible Authorities pursuant to the requirements of the Public Health Act, the Environmental Management Act, and bylaws of the Fraser Valley Regional District.

PARK AND PARK RESERVE means open space dedicated to the preservation of the natural environment and recreation use, including camping and a range of facilities associated with park activities.

PLAN AMENDMENT means a bylaw amending a schedule of this Plan prepared and adopted pursuant to the *Local Government Act*.

PUBLIC ACCESS means the unrestricted right of the general public to cross lands without the need for any approvals or specified permits.

PUBLIC USE means the use of land by a government or administrative body intended primarily to serve the day-to-day needs of the population residing in the local vicinity, and includes civic, utility, institutional, recreation and conservation uses but excludes commercial recreation use.

QUALIFIED PROFESSIONAL means an applied scientist or technologist specializing in a relevant applied science or technology including, but not limited to, agrology, forestry, biology, engineering, geomorphology, geology, hydrology, hydrogeology or landscape architecture, and, who is registered in British Columbia with their appropriate professional organization and acting under that association's Code of Ethics is subject to disciplinary action by that association; and, who, through demonstrated suitable education, experience, accreditation and knowledge relevant to the particular matter, may be reasonably relied on to provide advice within their area of expertise.

RECREATION USE means public park, conservation area, recreation area and ancillary uses as permitted by the Responsible Authorities; excludes commercial recreation uses.

RESIDENTIAL USE means the use of land for residences, providing for the accommodation and home life of a person or persons at a maximum density of one unit or more in accordance with provisions set out in this plan.

RESIDENTIAL OCCUPANCY means a "residential occupancy" as set out and defined in the British Columbia Building Code.

RESORT MASTER PLAN refers to The Hemlock Resort Master Plan which is an All-Seasons Resort Master Plan for what is now known as Sasquatch Mountain Resort. The Resort Master Plan, which outlines significant development and expansion plans for the OCP Area, was created by Berezen Resort (Hemlock) Ltd. and approved by the Province of British Columbia in 2016.

RESORT DEVELOPER refers to the owners / administrators of the Resort Master Plan who hold the license of occupation for the Controlled Recreation Area (at the time this Plan was developed, the Resort Developer is Berezen Resort (Hemlock) Ltd.).

RESOURCE EXTRACTION means the pulling out or drawing out of primary forest, mineral and other natural resources and includes mining, the extraction of aggregate materials, forestry, fishing and associated local transportation uses.

RESOURCE INDUSTRIAL USE means a use related to the extraction, primary processing, and transport of products from primary natural resource materials; includes log booming, sawmills, and gravel sorting and screening plants and similar related industries

RESPONSIBLE AUTHORITY means a governmental and/or administrative body, operating in part or in total within the region, which is charged with or capable of enacting government provisions affecting the development of land or the construction of public works within the region; includes a member municipality, a Regional District, the Province of British Columbia, the Government of Canada, and their agencies.

SINGLE FAMILY DWELLING means a structure providing for a single family residential use for person or persons, includes accessory residential uses as well as mobile and modular homes where permitted in the zoning bylaw.

SINGLE FAMILY RESIDENTIAL USE means the use of a building or part thereof as a single family dwelling with a maximum density of one single family dwelling unit per parcel.

SMALL SCALE ENTERPRISE means an artisan craft workshop, hobby greenhouse, or cottage industry which is accessory use in a rural or limited use designation, unless prohibited by a zoning bylaw.

SPECIAL EVENT means the use of land for temporary commercial or industrial use including fairs or concerts, live performances, campsites, assembly use, recreation use, emergency operations and other event-related land uses.

TEMPORARY USE means a commercial or industrial use for which a Temporary Use Permit pursuant to Section 921 of the *Local Government Act* is issued.

USEABLE LAND means, for the purpose of computing the number of sites, strata lots or dwelling units permitted in a resort development, all of the lot area which can be used for camping, holiday homes, resort residential uses and associated activities; it shall exclude the site for a residence of the owner, manager or employee, land with a slope greater than 25%, land lacking adequate natural drainage of surface water, sensitive habitat and lakes, ponds, and watercourses.

WATERCOURSE means any natural depression with well-defined banks and a bed zero point six (0.6) metres or more below the surrounding land serving to give direction to a current of water at least six (6) months of the year or having a drainage area of two (2) square kilometres or more upstream of the point of consideration.

WETLAND means land that is inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal conditions that supports, vegetation typically adapted for life in saturated soil conditions, including, swamps, marshes, bogs, fens, estuaries and similar areas that are not part of the active floodplain of a stream, that may not contain surface water, and that may not be connected to a stream.



HEMLOCK VALLEY OFFICIAL COMMUNITY PLAN
SCHEDULE II

NEIGHBOURHOOD PLANNING TERMS OF REFERENCE

FRASER VALLEY REGIONAL DISTRICT - ELECTORAL AREA C
November 2019

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 1

PURPOSE AND SUMMARY

Background

The Hemlock Valley Official Community Plan, and the Resort Master Plan, present a compelling vision for a major expansion to Hemlock Valley and Sasquatch Mountain Resort that, over time, could transform Hemlock Valley into a dynamic four-season resort community. This development would bolster the regional economy, support the needs of tourists and address demand for outdoor recreation in the Fraser Valley.

There are many potential benefits along with many challenges. Mountain resort communities are, by their very nature, located in sensitive alpine environments. Hemlock Valley has limited infrastructure and relatively basic community services. The Resort is distant from urban service centres. The development vision set out in the Resort Master Plan, and consequently this OCP, calls for discrete and separate development nodes that will require new roads, utilities, and services.

As a result, the costs and complexity of development will be high. It will be critical for new development areas to be preceded by comprehensive neighbourhood planning to address servicing, land use, and sustainability. Property taxes collected in the Fraser Valley Region will not subsidize resort development and so all development costs, including the cost of comprehensive planning prior to development, must be carried by the Resort Developer and other taxpayers in Hemlock Valley.

Purpose

The purpose of this terms of reference is to define the key components of future Neighbourhood Plans (NPs) that may be developed under the umbrella of the Hemlock Valley Official Community Plan (OCP), including: when an NP must be developed; how an NP must be developed; and what content must be included in an NP.

This terms of reference may be relevant for any planned development within the OCP area, however, it is primarily intended for development outlined in the Hemlock Valley All Seasons Resort Master Plan for what is now Sasquatch Resort (referred to in the OCP as the Resort Master Plan). The **Resort Master Plan**, which outlines significant development and expansion plans for the CRA, was created by Berezan Resort (Hemlock) Ltd. (referred to in the OCP as the **Resort Developer**). As part of the required provincial approval of the Resort Master Plan, the Province and the Resort Developer entered into a **Master Development Agreement** which outlines commitments for which the Resort Developer is responsible. Many of these commitments were reached in consultation with the FVRD and are fundamental to the development of any NP for the area.

Summary of Neighbourhood Planning Process

A neighbourhood planning process will typically be triggered by the Resort Developer to advance a development concept outlined in the Resort Master Plan. The Resort Developer will therefore typically be the champion for the neighbourhood plan and will lead and fund the planning process. Once a draft plan is prepared, the FVRD Board will consider it for adoption via an amendment bylaw. To help ensure the successful adoption and implementation of the plan, the FVRD will enter into a Scope of Work Agreement with the Resort Developer that defines the roles, responsibilities, and commitments of both parties.

The process is detailed in the following sections and summarized in the following graphic.

NEIGHBOURHOOD PLANNING PROCESS

BEFORE A NEIGHBOURHOOD PLANNING PROCESS

Certain Master Development Agreement (MDA) commitments must be completed by the Resort Developer and approved by the FVRD before a neighbourhood planning process can commence.

NEIGHBOURHOOD PLANNING SCOPE OF WORK AGREEMENT

- › FVRD and Resort Developer enter into a Scope of Work Agreement to ensure a successful planning process.
- › Additional MDA Commitments and other requirements will be incorporated into the Scope of Work.
- › Roles and responsibilities will be made clear through the Scope of Work.

NEIGHBOURHOOD PLANNING PROCESS

- › Resort Developer retains services of a Registered Professional Planner to prepare a draft plan under the guidance of this Schedule and the Scope of Work Agreement.
- › Resort Developer and hired RPP consult and inform the community, engage stakeholders, and collect feedback.
- › Hired RPP prepares plan in consultation with Resort Developer and FVRD as required.

PLAN REVIEW AND APPROVAL

- › Draft Plan is presented to FVRD Board and the community for review.
- › Final revisions are made in collaboration with the FVRD.

PLAN ADOPTION

- › Resort Developer makes a formal OCP Amendment Application to adopt the Neighbourhood Plan as part of the OCP.
- › FVRD carries out the standard requirements of the bylaw amendment process.

SECTION 2

TRIGGERS FOR A NEIGHBOURHOOD PLANNING PROCESS

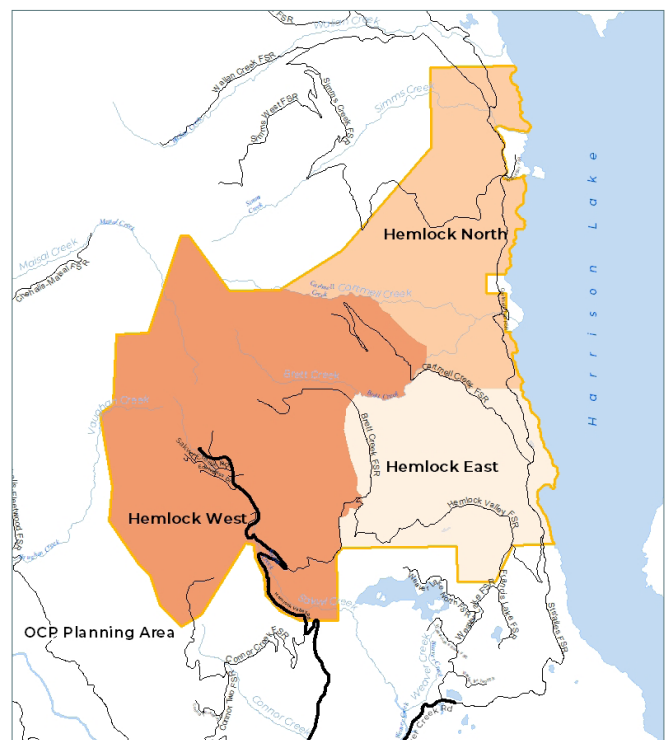
A Neighbourhood Plan (NP) is required for any development to be considered within a Neighbourhood Plan Area (NPA) as identified on Map 2 of the Hemlock Valley OCP (provided below for convenience). Development applications, including for any residential, commercial, institutional, and utility service developments, will not be considered unless a neighbourhood planning process has been completed and an NP has been adopted by the FVRD Board for the NPA in which the development is proposed and appropriately addresses the area of planned development.

New Neighbourhood Plans

Several actions could trigger the development of a new neighbourhood plan, including:

- › a request by a developer to advance proposed development;
- › a proposal to establish or expand infrastructure and services;
- › a request by FVRD staff; or,
- › as otherwise directed by the FVRD Board.

Given the context of the Resort Master Plan, a new neighbourhood planning process will most likely be triggered by the Resort Developer to advance a development concept; this Terms of Reference is primarily geared toward that likelihood.



*Hemlock Valley Neighbourhood Planning Areas
(provided for convenience only)*

Updating Neighbourhood Plans

A neighbourhood planning process may also be triggered at the request of the parties listed above to facilitate a substantive update to an existing NP. For example, if development or expansion of infrastructure and services is proposed in an area that has an adopted NP, but that plan does not adequately address the land use and community issues that may result from the proposed development, it may be appropriate to undertake a neighbourhood planning process to significantly update the area's NP. It may also be appropriate to significantly update an existing NP if new studies or assessments have been conducted or related plans have been adopted that will impact the intent or utility of the NP.

A neighbourhood planning process, as described in this terms of reference, is comprehensive and extensive and should typically only be initiated to update an NP when proposed growth or change in the area is considerable, is notably different than previously expected, or requires new policies that will change the intent of the existing NP. Depending on the proposed change, a neighbourhood planning process may **not** be necessary. For example, if a proposed development requires a land use designation change for a single parcel or small area of land, a comprehensive planning process for the whole area may be excessive. In this case, a standard OCP amendment process would be sufficient. The standard OCP amendment process still requires community consultation, and the change must be adopted by the FVRD Board, however, it is faster and simpler than the comprehensive neighbourhood planning process described in this document.

Anticipated Neighbourhood Planning Processes

New Neighbourhood Plans

The Resort Master Plan identifies five sequential phases of development. OCP Table 2 (*Resort Master Plan Implementation Phases*) illustrates the relationship of these development phases to the Neighbourhood Planning Areas and provides insight as to when a neighbourhood planning process may be triggered. However, the start and completion of each phase is largely dependent on market conditions and therefore the exact timing of future neighbourhood planning processes is uncertain.

It is important to note that the sequential development phases are geographically scattered and not perfectly aligned with the Hemlock Valley Neighbourhood Planning Areas. This misalignment means that in some cases an NP may be largely developed for one development phase and a subsequent development phase will trigger a substantive update to that NP. However, an important tenet of the Hemlock Valley OCP is to grow in a manner that is sustainable; more scattered forms of development are counter to this objective. The FVRD Board, therefore, may not deem it appropriate to update a neighbourhood plan to accommodate a new phase of development until existing areas are adequately developed, or unless it is clear that the new area can realistically and cost-effectively reach its development potential.

Neighbourhood Plan Updates

The Hemlock West Neighbourhood Plan was developed and adopted together with the Hemlock Valley OCP. However, at that time, few of the commitments outlined in the Master Development Agreement (MDA) had been fulfilled and land uses to support the concepts of the Resort Master Plan could not be assigned. To address this, some lands in the neighbourhood were assigned the Special Plan Area land use designation to signify the need for additional planning and information. As described in the Hemlock West Neighbourhood Plan, the Special Plan Area designates land on which new development will not be supported by the FVRD until additional planning work is completed. Once the required MDA commitments, including an updated Base Area Plan, have been fulfilled, the Hemlock West NP will require a substantial update to incorporate land uses that will support the Resort Master Plan development concepts in the neighbourhood, and to add or revise policies related to the findings of the MDA Commitments.

SECTION 3

NEIGHBOURHOOD PLANNING SCOPE OF WORK AGREEMENT

Since the Resort Master Plan provides the general development concept and outlines the long term vision for Hemlock Valley, under most circumstances it is anticipated that the Resort Developer will champion the neighbourhood planning or update process. However, the FVRD has an obligation to ensure that all neighbourhood plans and updates are aligned with the OCP as well as other related regional policies and bylaws. Further, all neighbourhood plans and updates must be adopted by the FVRD Board. As such, the FVRD will work with the Resort Developer to support a proper planning process and increase the likelihood of the successful adoption and implementation of any neighbourhood plans or updates.

Scope of Work Agreement

To commence a neighbourhood planning process, the Resort Developer will work with the FVRD to prepare a draft Scope of Work Agreement. This scope of work will help to provide clarity to the Resort Developer regarding requirements, roles and responsibilities as the neighbourhood planning process proceeds, including:

- › Plan development requirements (including the hiring of a Registered Professional Planner by the Resort Developer to complete the process);
- › Information collection or background research requirements (including certain MDA Commitments);
- › Community consultation requirements;
- › Stakeholder engagement requirements;
- › Review and approvals process; and,
- › Other elements as deemed appropriate by the FVRD.

The Scope of Work agreement will be presented to the FVRD Board for consideration. Should the Board endorse the Agreement, both parties will sign to ensure mutual commitment to the agreed upon process.

Master Development Agreement Commitments

Neighbourhood plan content will be largely dependent upon the commitments in the Master Development Agreement (MDA), specifically those that relate to FVRD service provision and local community planning issues. A detailed summary of the commitments and their relationship to the Hemlock Valley Official Community Plan and its schedules (including Neighbourhood Plans) is provided in OCP Table 3 (*Master Development Agreement Commitments*).

Some MDA commitments inform growth, land use and service provision throughout the Official Community Plan Area, or are foundational to the well-being of the existing community, and must be completed before any neighbourhood planning process can take place (i.e. before the FVRD will enter into a Neighbourhood Planning Scope of Work Agreement with the Resort Developer). Other MDA Commitments will inform neighbourhood plans and can be built into a neighbourhood planning process (i.e. be incorporated into a Scope of Work Agreement).

Required Before Neighbourhood Planning can Commence:

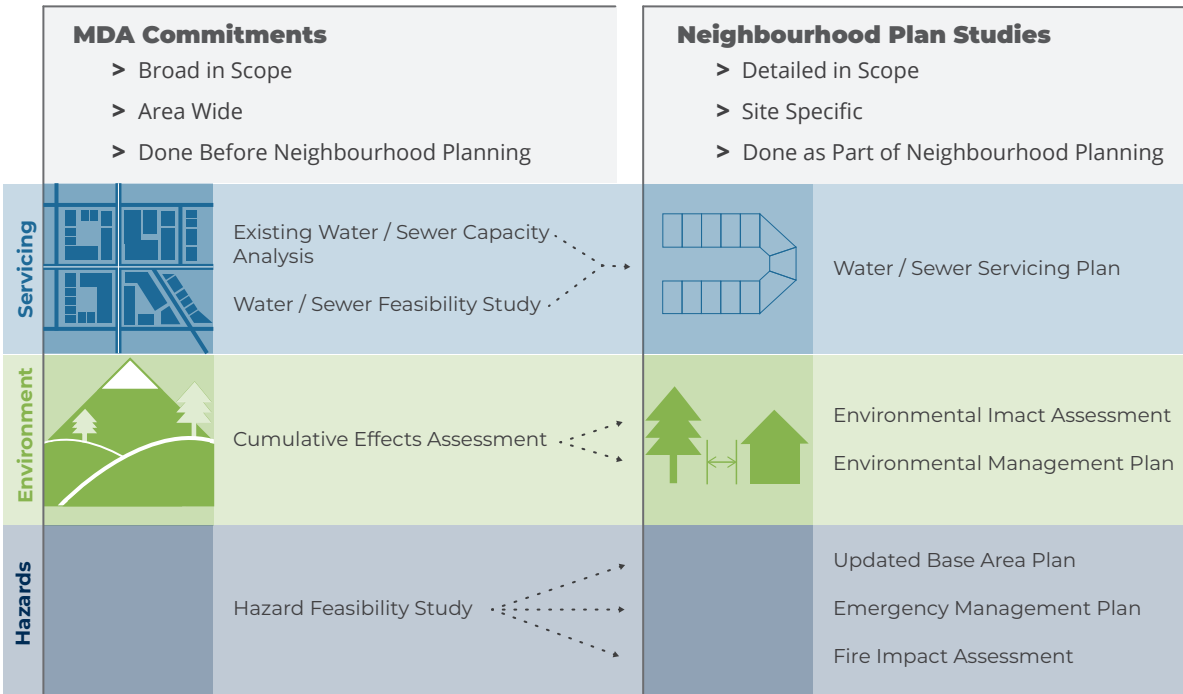
The FVRD will not enter into a Scope of Work Agreement to commence a neighbourhood planning process until the MDA commitments outlined below have been completed to the satisfaction of the FVRD, or sufficient evidence of completion and approval by the appropriate agency or agencies has been provided to the FVRD. All technical studies, assessments, analyses, and plans must be completed by a qualified professional.

- › Public Recreation Management Planned (or draft plan sufficient to adequately address public recreation within the NPA)
- › Environmental Management Plans
- › Cumulative Effects Assessment
- › Existing Community Water Supply Analysis
- › Existing Community Water Treatment System Update
- › Base Area Plan Update (required specifically to update the Hemlock West NP in advance of development)
- › Hazard Feasibility Study
- › Snow Clearing and Storage Plan
- › Existing Community Sewer System Study and Upgrades

Required as Part of Each Neighbourhood Planning Process:

The MDA commitments outlined below will be required to be incorporated into the neighbourhood planning process (some commitments, if already completed for the area, may not be required again). Each commitment must be completed to the satisfaction of the FVRD, or sufficient evidence of completion and approval by the appropriate agency or agencies must be provided to the FVRD, and the findings must be adequately incorporated into the neighbourhood plan. All technical studies, assessments, analyses, and plans must be completed by a qualified professional. Environmental Assessment

- › Environmental Assessment
- › Traffic Impact Assessment (required for Resort Master Plan development phases 2-5)
- › Water System Comprehensive Servicing Study
- › Sewer System Comprehensive Servicing Study
- › Energy Demand, Supply and Distribution Plan
- › Solid Waste Management Plan
- › Emergency Management Plan
- › Detailed Fire Protection Impact Assessment Study



Summary of MDA Commitments and NP Requirements (provided for convenience only)

Governance Study

The FVRD will ensure that Hemlock Valley can grow in a manner that is sustainable and that necessary services can be provided safely, reliably, and cost effectively. A governance study to examine the potential for Hemlock Valley to incorporate as a resort municipality will be required to better understand these issues in the context of planned growth. The intent of the required governance study is not to take immediate steps toward becoming an incorporated resort municipality, but instead to consider what the appropriate structure and type of governance is for Hemlock Valley as the resort expands and the area grows. A governance study to consider these issues may be required as part of the Neighbourhood Planning Scope of Work Agreement.

If a governance study is required, the Resort Developer will work closely with the FVRD to design and prepare a study that thoughtfully considers the potential for incorporation and the associated impacts on the community, the FVRD, and the Resort Developer. The terms and outputs of the study will be determined collaboratively and will be dependent upon the context of projected growth and planned development in Hemlock Valley at the time. In broad strokes, however, the governance study should address:

- › Projected population growth;
- › Planned commercial and residential development;
- › Infrastructure and service requirements for planned development;
- › Comparative potential tax base associated with projected growth;
- › Comparative mechanisms for funding development and maintaining and operating infrastructure (including roads, sanitary sewer, water supply, and emergency services); and,
- › Business case for incorporation based on the elements above, and potential thresholds at which it would be logical to take steps toward incorporation.

If a governance study has been completed in advance of a previous neighbourhood planning process, the FVRD may or may not require another one be completed depending on the circumstances or context at the time. The FVRD Board may also deem it appropriate to update an existing study, or may request other steps be taken to advance progress toward an appropriate form of governance before providing a resolution to commence a neighbourhood planning process

Additional Requirements

In addition to the MDA Commitments and the Governance Study, the FVRD will also require the following items to be prepared in advance of entering into a Neighbourhood Planning Scope of Work Agreement.

A Climate Action Plan for the entire Official Community Plan Area that addresses broadly, climate mitigation and adaptation in the context of a resort community; and, specifically, green building policies and actions (in line with BC Step Code), Electric Vehicle policies and actions for public and private properties, and other GHG reduction strategies.

Assessment of Neighbourhood Planning Area Buildout Thresholds in relation to the cost of servicing to support justification for advancing to the next phase of development.

SECTION 4

NEIGHBOURHOOD PLAN DEVELOPMENT AND ADOPTION

Once the Resort Developer and the FVRD enter into a Scope of Work Agreement, a neighbourhood planning process can commence. Each neighbourhood planning process, including for developing new or updating existing neighbourhood community plans, must be undertaken by a Registered Professional Planner (RPP).

If the neighbourhood planning process is triggered by the Resort Developer to advance a Resort Master Plan development phase (as typically will be the case), the funding for process and its deliverables will be provided by the Resort Developer. The FVRD will work with the Resort Developer to ensure the work plan and deliverables for the hired RPP meet the requirements set out in the Neighbourhood Planning Scope of Work Agreement. FVRD staff will be available on an ongoing basis to help ensure the process is set up for success.

Consultation and Plan Development

To be undertaken by the Resort Developer together with a Registered Professional Planner.

Consultation and plan development should meet the typical requirements of a community planning process, including public information meetings, stakeholder engagement, and community consultation.

Each Neighbourhood Plan should be aligned with the policies and intent of the Official Community Plan as well as related regional policies and bylaws and must

adhere to the provisions of Part 14 Division 4 of the *Local Government Act*. Additional required content is outlined in Section 5 of this schedule (Neighbourhood Plan Content). FVRD staff should have early and ongoing opportunities to review the policies and content of the draft plan as it relates to their work and have adequate time to provide feedback.

Plan Review and Approval

To be undertaken by the Resort Developer in collaboration with the FVRD.

Following consultation and plan development, a draft Neighbourhood Plan will be prepared. The draft must be presented to the FVRD Board of Directors, members of the community, and circulated to appropriate stakeholders for review. Any feedback received should be reviewed with the FVRD and incorporated as appropriate.

Plan Adoption

Formal application to be made by Resort Developer; standard amendment process to be undertaken by the FVRD.

Once the final draft is completed, the Resort Developer will make a formal Official Community Plan Amendment Application to have the Neighbourhood Plan adopted into the OCP. FVRD staff will prepare a bylaw amendment for the new neighbourhood plan to be adopted into the Hemlock Valley OCP and present

it to the FVRD Board of Directors for consideration. Per section 477 of the *Local Government Act*, the plan must be adopted by bylaw. Each reading of the bylaw must receive an affirmative vote of a majority of all directors entitled to vote on the bylaw. Bylaw readings and voting procedures must adhere to the provisions of the Community Charter and *Local Government Act*.

After first reading of a bylaw the FVRD must:

- (a) first, consider the proposed plan in conjunction with: the FVRD financial plan; the FVRD waste management plan; the FVRD regional growth strategy; the Hemlock Valley OCP; and other relevant regional plans and policies; and,
- (b) next, hold a public hearing on the proposed plan in accordance with Part 14 Division 3 of the *Local Government Act*.

SECTION 5

NEIGHBOURHOOD PLAN CONTENT

This section provides additional direction and guidance related to the required content of each Neighbourhood Plan (NP). The Fraser Valley Regional District (FVRD) may, at its discretion, add to or modify these guidelines based on the context of the Neighbourhood Planning Area or anticipated development. Broadly, each NP must include:

1. An Introductory Section
2. Core Policy Chapters addressing local level issues through detailed policies
3. An Action Plan with clear timelines, roles, and responsibilities
4. New or updated Development Permit Guidelines.

Guidance for each of the above is provided below. As noted previously, and detailed below, much of the content for the Core Policy Chapters is dependent on the Resort Developer fulfilling commitments required through the Master Development Agreement.

Introductory Sections

Introduction and Context

Must describe the purpose and intent of the NP and its relationship to other plans and policies. Must also provide contextual information for the Neighbourhood Planning Area (NPA), including contextual maps, data, and growth projections as relevant.

Vision and Values

Must include a clear vision statement for the neighbourhood planning area, created together with

the broader community, stakeholders, and the FVRD and must reflect the Vision and Guiding Principles of the OCP.

Core Policy Chapters

Each NP must reflect the Core Policy Chapters of the OCP, illustrate alignment with broader OCP policies, and provide further detailed local level policies for the Neighborhood Planning Area as contextually appropriate. High level guidance and notable requirements for each Policy Chapter are provided below.

Spirit of Reconciliation

This Policy Chapter must provide detailed local level policies to reflect the cultural, economic, and historic significance of First Nations in the Hemlock Valley and to ensure future growth and development respects First Nation's values and supports, through recognition, policy, and action, their visions and goals for the future.

This Policy Chapter should be developed in collaboration with local First Nations to the extent each First Nation deems appropriate and pursuant to section 475 of the *Local Government Act*. The content and focus of this Policy Chapter for each NP may vary depending on the extent of First Nations' interests, but must be aligned with broader OCP policies and objectives.

It is anticipated that The Sts'ailes First Nation will be a key partner in the development of the Hemlock North NP.

Land Use and Housing

This Policy Chapter must provide detailed local level policies and land uses in line with the OCP Goal to enable a compact and sustainable development pattern that provides safe, diverse and affordable housing, sufficient business and employment opportunities, and accessible community spaces while protecting surrounding natural features. This Policy Chapter must be developed in accordance with the requirements of Section 473 of the *Local Government Act*.

This Policy Chapter must include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Land Use

- › Must designate land uses that provide transition between higher density villages and the surrounding rural and natural areas through lower density development forms.
- › Must include detailed local level policies that encourage a diverse mix of uses and residential development forms in villages and areas with access to sustainable modes of transportation.
- › Must designate land uses that accommodate a variety of commercial activities that encourage local economic development and diverse employment opportunities.
- › Must designate land uses that accommodate publicly accessible community spaces and promote their use by both local residents and visitors.

Land Use Designations

- › Must provide detailed land uses (including uses, location of uses, building forms and general expected densities) for parcels and anticipated areas of subdivision in the NPA using the framework provided below:

VILLAGE PLANNING AREAS

Village Planning Areas should incorporate land uses to reflect and further detail the development intentions outlined in the Resort Master Plan. Detailed land use

designations for Village Planning Areas may include, but are not limited to:

- › Residential
 - Single Family Residential
 - Multi Dwelling Residential
 - Mixed Use Residential / Commercial
 - Accessory Employee Residential
 - Rural Residential
- › Commercial
 - Local Commercial
 - Tourism / Recreation Commercial
 - Campground
- › Institutional
- › Special Plan Areas (to specify a future development area that will require an NP Update)

MANAGED RECREATION

As appropriate, Managed Recreation areas may incorporate land uses to reflect and further detail major recreational features as outlined in the Resort Master Plan. Detailed land use designations for Managed Recreation areas may include, but are not limited to:

- › Commercial Ski Areas
- › Commercial Marinas
- › Commercial Golf Courses
- › Privately Operated Campgrounds

OPEN RECREATION

As appropriate, Open Recreation areas may incorporate land uses to reflect and further detail non-major recreational features as outlined in the Resort Master Plan, or as otherwise identified through the neighbourhood planning process. These designations may also identify areas of resource extraction if required. Detailed land use designations for Open Recreation areas may include, but are not limited to:

- › Passive Mountain Recreation (e.g. public access trails and areas for non-motorized activities such as hiking)

- › Active Mountain Recreation (e.g. public access areas for motorized activities such as ATVing)
- › Passive Water Recreation (e.g. public access areas for non-motorized water activities such as swimming)
- › Community Parks and Open Space (public access)
- › Resource Extraction (e.g. restricted areas for forestry)
- › Limited Use

NATURAL / PROTECTED

As appropriate, Natural / Protected areas may incorporate land uses to reflect and further detail areas that require protection or restricted access as identified through the neighbourhood planning process. Detailed land use designations for Natural / Protected areas may include, but are not limited to:

- › Watershed
- › Other Protected Area

Housing

- › Must designate land uses that accommodate a variety of housing types and tenures to meet the community's housing needs as they continue to grow and diversify.
- › Must ensure adequate levels of workforce (employee) housing are developed to meet demand, including a dedicated ratio of at least 10% in each development phase outlined in the Resort Master Plan after Phase 1.
- › Must ensure that adequate levels of affordable and appropriate workforce (employee) housing are developed in Village Planning Areas or in areas with sustainable transportation options.

Transportation and Mobility and Parking

This Policy Chapter must provide detailed local level policies in line with the OCP Goal to ensure local residents and visitors have access to a safe and efficient transportation system that promotes transit, walking and cycling and minimizes impacts to air quality and greenhouse gas emissions.

This Policy Chapter must include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Transportation Network

- › Must clearly identify how each portion of the transportation network will be managed and maintained (including ownership status and roles and responsibilities) with strategies to reach a longer term vision of a single publicly owned and operated network.
- › Must integrate the findings of the Traffic Impact Assessment(s) required to be completed in cooperation with Ministry of Transportation officials prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 3.1.1-3.1.2.
- › Must identify the planned mobility network on a map and clearly define the key connections within and between areas of development for all modes of transportation.
- › Must ensure new road alignments are designed to encourage multi-modal connectivity, per OCP Policy 3.2.2.
- › Must support the development of new pedestrian and bicycle connections within and through neighbourhoods, where possible, per OCP Policy 3.2.6

Active and Low Emission Mobility

- › Must promote and support active and low emission mobility options, per OCP Policies 3.3.1-3.3.2.
- › Must identify key locations for public electric vehicle charging stations and electric vehicle charging infrastructure requirements for new construction, per OCP Policy 3.3.3.

Infrastructure and Services

This Policy Chapter must provide detailed local level policies in line with the OCP Goal to ensure local residents and visitors have safe and reliable access to infrastructure and utility services and that development of infrastructure and services is cost-effective for the

Fraser Valley Regional District and increasingly self-sufficient for Hemlock Valley.

In general, this policy chapter:

- › Must integrated the findings of the comprehensive strategy for sewer and water services, per OCP Policy 4.1.5.

This Policy Chapter must also include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Water Supply

- › Must integrate the findings of the community water systems comprehensive servicing strategy(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan per OCP Policy 4.2.1, and address each item listed in OCP Policy 4.2.2 (a-f) and 4.2.10 (a-c).
- › Must identify the location of any new community water systems on a map and clearly define the development and operation plans for the system in collaboration with the Fraser Valley Regional District, per the policies in OCP Policy Chapter 4.2.
- › Must include detailed policies to encourage water conservation measures, including technologies and programs, in line with provincial water conservation guidelines.

Sanitary Sewer Systems

- › Must integrate the findings of the sewer systems comprehensive servicing strategy(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 4.3.1, and address each item listed in OCP Policy 4.3.2 (a-d).
- › Must identify the location of any new sewer systems on a map and clearly define the development and operation plans for the system in collaboration with the Fraser Valley Regional District, per the policies in OCP Policy Chapter 4.3.
- › Where known onsite sewer systems will be established in accordance with OCP Policy 4.3.8,

must identify the location of these on a map and include a rationale for their development per OCP Policy 4.3.7 (a-d).

Utilities and Communications Services

- › Must integrate the Energy, Supply and Distribution Plan(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 4.4.1, and address each item listed in OCP Policy 4.4.2 (a-g).
- › Must identify the location of any new utility or communication infrastructure features on a map and demonstrate how the infrastructure will be planned, situated and designed in accordance with OCP Policy 4.4.4 (a-c).

Stormwater Management

- › Must integrate the Environmental Management Plan for stormwater required to be completed by the Resort Developer, per OCP Policy 4.5.1, and address each item listed in OCP Policy 4.5.2 (a-e).
- › Must provide policies, maps, or figures that detail how stormwater management features will be integrated into the neighbourhood's public and open space network.

Snow Clearing and Storage

- › Must integrate the Snow Clearing and Storage Plan required to be completed by the Resort Developer, per OCP Policy 4.6.1, and address each item listed in OCP Policy 4.6.2 (a-c).
- › Must address locational- and site-specific snow clearing and storage issues, in line with the policies in OCP Policy Chapter 4.6.

Solid Waste Management

- › Must integrate the Solid Waste Management Plan(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 4.7.1, and address each item listed in OCP Policy 4.7.2 (a-f).
- › Must identify the location of any transfer stations on a map collaboratively with the Fraser Valley Regional District, and clearly illustrate access points and routes in accordance with OCP Policy 4.7.2 (d).

Emergency and Protective Services

- › Must integrate the Detailed Fire Impact Assessment(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 4.8.1, and address each item listed in OCP Policy 4.8.2 (a-g).
- › Must identify the location of any new fire halls on a map and clearly illustrate access points and emergency routes in accordance with OCP Policy 4.8.3.
- › Must identify potential locations and mechanisms for establishing or developing publicly accessible community spaces that can serve as muster points in the event of an emergency, per OCP Policy 4.8.6 (a-c).

Hazard and Risk Management

This Policy Chapter must provide detailed local level policies in line with the overarching OCP Goal to ensure that future development in Hemlock Valley minimizes risks associated with natural hazards to ensure the safety of residents, visitors, and assets.

In general this Policy Chapter:

- › Must integrate the Hazard Feasibility Study required to be completed by the Resort Developer prior to Phase 2 of development outlined in the Resort Master Plan, per OCP Policy 5.1.3 (a-d).

In addition to the general requirements above, this Policy Chapter must include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Hazard Management

- › Must integrate the Emergency Management Plan(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan per OCP Policy 4.8.6 (a-d).
- › Must limit development within the floodplain and minimize exposure to risk, per OCP Policy 5.1.7-5.1.8.

Wildfire Interface Hazard

- › Must integrate the Fire Protection Impact Assessment Study required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan, per OCP Policy 5.2.1.

Environment and Natural Resources

This Policy Chapter must provide detailed local level policies in line with the OCP Goal to ensure the Hemlock Valley continues to have clean water, good air quality, thriving wildlife and healthy, resilient forests and landscapes that support water filtration, stormwater management and flood protection.

In general, this Policy Chapter:

- › Must integrate the Cumulative Effects Assessment required to be completed by the Resort Developer prior to development outlined in the Resort Master Plan per OCP Policy 6.1.1.
- › Must integrate the Environmental Assessment(s) required to be completed by the Resort Developer prior to each phase of development outlined in the Resort Master Plan per OCP Policy 6.1.2.
- › Must integrate the Environmental Management Plan required to be completed by the Resort Developer prior to development outlined in the Resort Master Plan per OCP Policy 6.1.4.

In addition to the general requirements above, this Policy Chapter must include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Watershed Management

- › Must ensure that access to watersheds used for municipal water supply (e.g., Cohen Creek fed by Cohen Lake) is restricted, per OCP Policy 6.2.3.

Natural Resource Management

- › Must integrate Forest Management Plan required to be completed by the Resort Developer and Sts'ailes First Nation, per OCP Policy 6.3.1, if applicable.

- › Must integrate and honour the First Nation Woodland License (FNWL) agreement made between the Resort Developer and Sts'ailes First Nation, if applicable.

Biodiversity

- › Must concentrate new development and/or human activities on the least environmentally sensitive lands, per OCP Policy 6.4.1.
- › Must encourage monitoring and evaluation of relevant environmental indicators against established targets to maintain the integrity of the natural environment and to reverse negative environmental trends, per OCP Policy 6.4.5.
- › Must encourage natural ecosystem resilience, per OCP Policy 6.4.12.

Energy and Climate Change

This Policy Chapter must provide detailed local level policies in line with the OCP Goal to foster development activity that increases energy efficiency, lowers energy costs, and reduces greenhouse gas emissions, in order to minimize the impacts of climate change and to ensure that Hemlock Valley's infrastructure, natural environment and socioeconomic assets are resilient to the potential impacts of a changing climate.

In general, this Policy Chapter should address and integrate the findings and recommendations from relevant pieces of work:

- › Climate Action Plan required to be developed in advance of neighbourhood planning per OCP Policy 7.1.1.
- › Any climate change risks identified in technical studies, reviews, assessments and management plans required through the Master Development agreement per OCP Policy 7.3.2.

Community Well-being

This Policy Chapter must provide detailed local level policies to promote a high quality of life for local residents and visitors and to foster a unique identity and sense of place for Hemlock Valley. Policy areas will be

largely dependent on the demographics of the broader community at the time the NP is developed.

In general, this Policy Chapter should be developed in close consultation with the community and identify strategies and actions to meet the community's evolving needs. However, some specific aspects that should be considered for this Policy Chapter may include:

- › Opportunities to develop publicly accessible community spaces, including equipped meeting spaces and facilities;
- › Service and amenity needs of local residents (in addition to those of visitors);
- › Strategies to create a local sense of place and connection to the broader Hemlock Valley Area; and,
- › Local level planning projects to promote health and well-being.

Economic Strength and Resiliency

This Policy Chapter must provide detailed local level policies to enable the Hemlock Valley to thrive economically through responsible growth management and land use planning, and the promotion of local economic development for diverse stakeholders, including local First Nations communities.

The Policy Chapter should address all economic activity in the NPA and ensure new or planned resort activities area sustainable and in keeping with the Vision, Objectives, and Policies of the OCP. Focus should be given to strategies to diversify the local economy and provide both employment and business development opportunities for local residents and First Nation communities.

Recreation, Parks and Trails

This Policy Chapter must provide detailed local level policies to ensure that Hemlock Valley's park, trail and recreational assets are in line with the future vision of the community, serve both local residents and visitors, and are appropriately and cost effectively managed.

This Policy Chapter must include the following subsections and address the listed issues and opportunities in addition to others as deemed appropriate for the local area by the FVRD:

Major Recreational Assets

- › Must integrate, as appropriate, the Public Recreation Management Plan to be completed by the Resort Developer per the Master Development Agreement.
- › Per OCP Policy 10.2.1, must ensure the development and management of all major recreational assets:
 - a. Considers and mitigate potential negative impacts to the natural environment;
 - b. Respects and reflect First Nations' connection to the land and water; and
 - c. Reflects the responsible expenditure of public and private capital by ensuring development is not premature or scattered.

Network of Community Parks Trails and Facilities

- › Must integrate, as appropriate, the Public Recreation Management Plan to be completed by the Resort Developer per the Master Development Agreement; and
- › Per OCP Policy 10.3.1, this subchapter must:
 - a. Provide policies and actions to meet or exceed the NPRA level of service standards for Hemlock Valley and its neighbourhoods;
 - b. Ensure areas of significant recreation or conservation potential are reserved for future park and trail development;
 - c. Establish, design, and program new parks and trails in consultation with the community; and,
 - d. Consider appropriate approaches to ongoing maintenance and management of new parks and trails, including through the establishment of Community Parks Service Areas if appropriate.

- › Per OCP Policy 10.3.10 identify potential locations for and encourage the development of publicly accessible community spaces that can serve as muster points in the event of an emergency.

Action Plan

A detailed Action Plan must be provided in each NP that outlines short term (0-2 year), medium term (2-10 year), and long term (10+ year) actions to realize the objectives and policies of the NP. Actions should:

- › Be clearly organized by NP Policy Chapters (or subsections as appropriate);
- › Be specific (for example, by identifying individual property or infrastructure development projects);
- › Identify the responsible party / lead for the action and any collaboration or coordination required; and,
- › Specify whether and how the action is funded, including for project planning, development, and ongoing maintenance and operation as required.

Development Permit Areas

The *Local Government Act* authorizes local governments to designate, with appropriate justification, Development Permit Areas (DPAs) in the Official Community Plan for several purposes. DPAs may be designated to establish objectives for the form and character of intensive residential development, or commercial, industrial or multi-family residential development, as well as for development in a resort region. DPAs may also be designated to protect the natural environment, its ecosystems and biological diversity; to protect development from hazardous conditions; or to establish objectives to promote energy conservation.

The Hemlock Valley OCP identifies development permit areas and provides guidelines for areas exposed to hazardous conditions and areas requiring environmental protection. New development in hazardous or environmentally sensitive areas will be restricted. If required, and in line with the intent of the OCP, Development Permit Areas and the associated

Guidelines may be amended to incorporate new areas through the neighbourhood planning process.

It is also anticipated that one or more Development Permit Areas and Guidelines will be established for each Neighbourhood Planning Area for the form and character of planned development in order to reflect a unique identity and sense of place. In keeping with the Hemlock Valley OCP Policy Chapter 11 Urban Design and the Built Form, form and character guidelines should encourage attractive and high-quality contextual development that respects the site context and surrounding environment, contributes to a strong and vibrant public realm, and supports the creation of pedestrian-friendly places.



HEMLOCK VALLEY OFFICIAL COMMUNITY PLAN
SCHEDULE III

HEMLOCK WEST NEIGHBOURHOOD PLAN

FRASER VALLEY REGIONAL DISTRICT - ELECTORAL AREA C
November 2019

THIS PAGE INTENTIONALLY LEFT BLANK

TABLE OF CONTENTS

INTRODUCTION	1
Purpose of the Neighbourhood Plan	1
1. LAND USE AND HOUSING	5
Neighbourhood Overview	5
Neighbourhood Policy Areas	5
2. TRANSPORTATION, MOBILITY AND PARKING	13
Neighbourhood Overview	13
Neighbourhood Policy Areas	13
3. INFRASTRUCTURE AND SERVICES	16
Neighbourhood Overview	16
Neighbourhood Policy Areas	16
4. HAZARD AND RISK MANAGEMENT	19
Neighbourhood Overview	19
Neighbourhood Policy Areas	19
5. ENVIRONMENT AND NATURAL RESOURCES	22
Neighbourhood Overview	22
Neighbourhood Policy Areas	22
6. COMMUNITY DEVELOPMENT	25
Neighbourhood Overview	25
Neighbourhood Policy Areas	25

INTRODUCTION

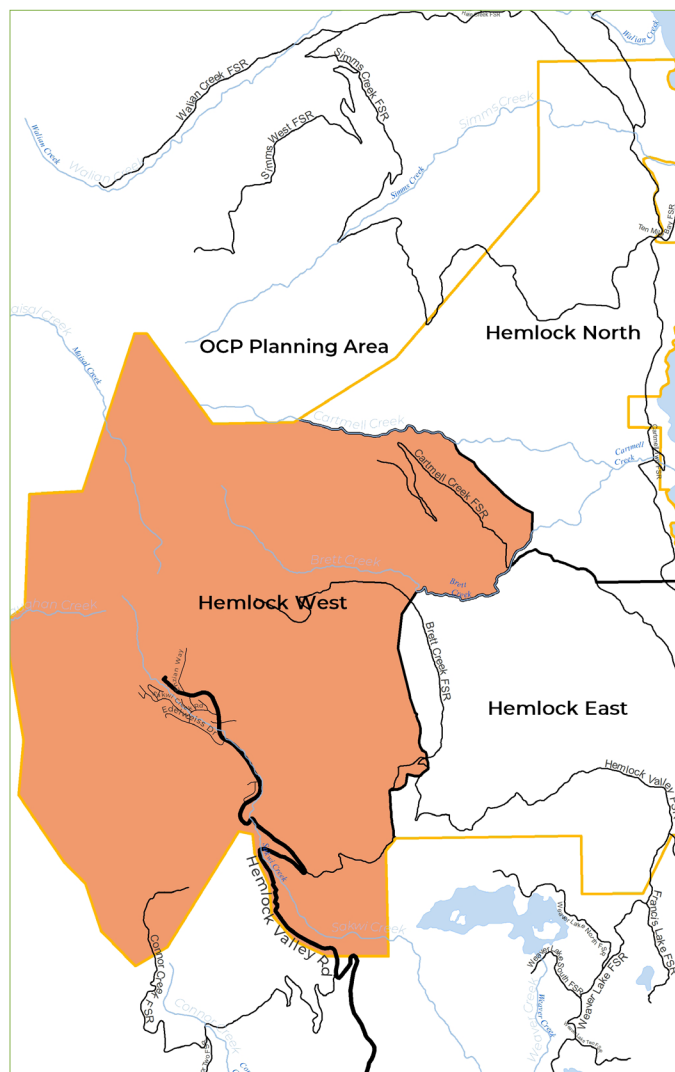


Purpose of the Neighbourhood Plan

The Hemlock Valley Official Community Plan (OCP) is the primary guiding document for this Neighbourhood Plan (NP). Both the OCP and this NP were informed by and are aligned with the Hemlock Valley All Seasons Resort Master Plan for what is now Sasquatch Mountain Resort (the **Resort Master Plan**) which was created by Berezan Resort (Hemlock) Ltd. (the **Resort Developer**) and approved by the Province of British Columbia in 2016.

The OCP focuses on ensuring the development of the four-seasons resort envisioned in the Resort Master Plan is sustainable and that the associated community services are delivered responsibly and efficiently. This Neighbourhood Plan provides additional guidance on land use, transportation and service provision for the historical centre of the Hemlock Valley: Hemlock West.

Hemlock West is the historical centre of the Hemlock Valley, located in the southwest portion of the OCP Plan Area, as illustrated in Map 1 below.



Map 1 Hemlock West Neighbourhood Planning Area

How the Plan Was Developed

The Hemlock West Neighbourhood Plan was developed concurrently with the Hemlock Valley Official Community Plan. Both plans were created following the extensive consultation and engagement process between fall 2010 and spring 2013 that led to the development and approval of the Resort Master Plan in 2016. Further details regarding the development of both the OCP and NP are provided in the introductory sections of the OCP.

It is anticipated that this Neighbourhood Plan will undergo an update following the completion of several related studies and plans per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II) to clarify the role Hemlock West will play in the resort's larger development concept.

How the Plan Works

This Neighbourhood Plan is included as a schedule to the Hemlock Valley Official Community Plan in order to set out specific land use designations and policies for Hemlock West. This Neighbourhood Plan is temporary in nature as a number of studies are anticipated to be completed by the Resort Developer which will help to clarify the role of the Hemlock West Neighbourhood in Hemlock Valley's broader growth concept. Details regarding the OCP's relationship to other plans and policies, as well as its implementation, administration and effect, are available in the introductory sections of the OCP.

Neighbourhood Vision

[Draft vision statement]

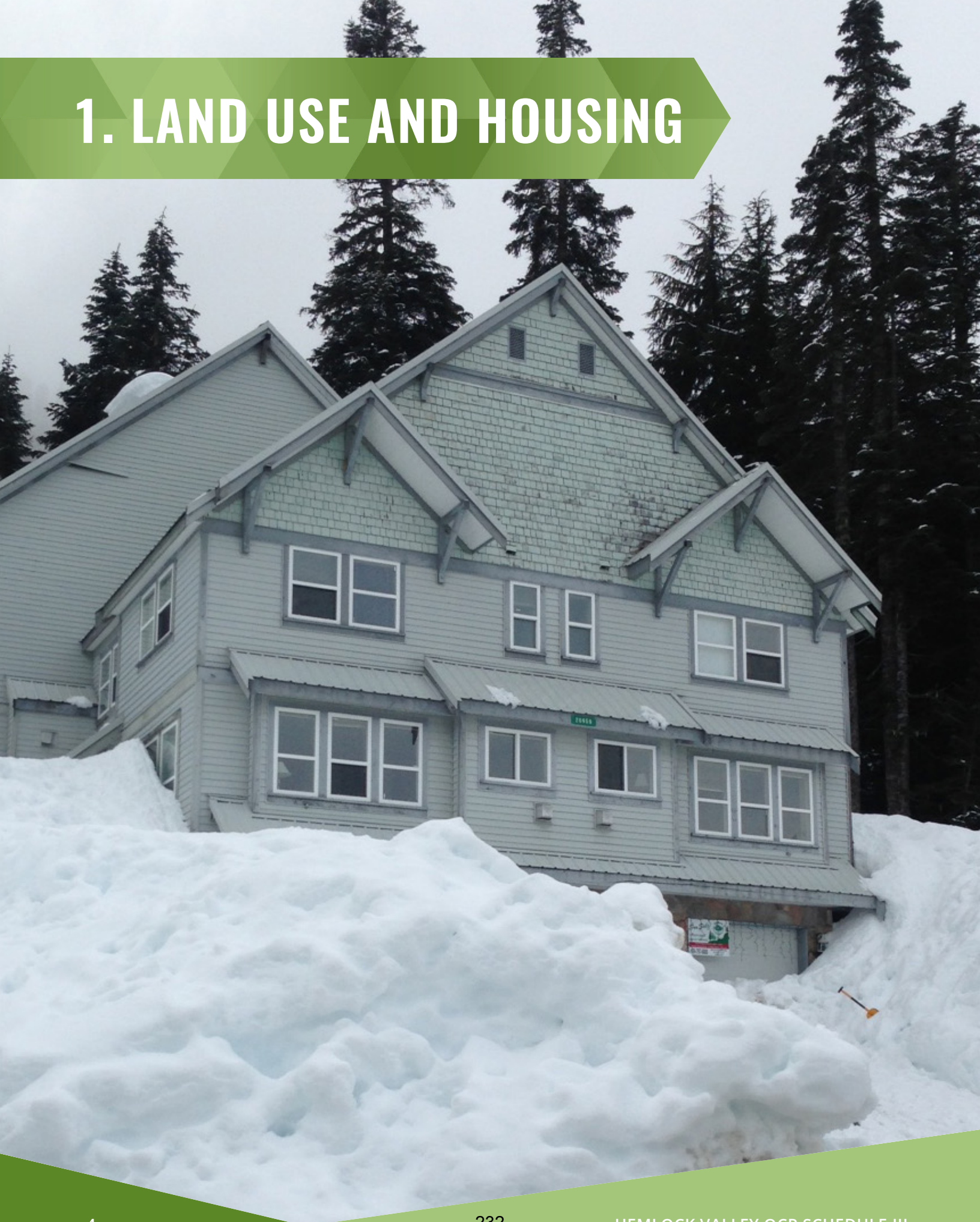
NEIGHBOURHOOD VISION

Elscimp orepudist, et in rehti nonsequibus, sunt harum vel et illupiendi autet ditatur aut lab idunt aliqui doluptaqui dolo ommolent quae dellendel il ipsam, occus.

Cat essi re pos quam experiae et idis num necae nus essunt.

THIS PAGE INTENTIONALLY LEFT BLANK

1. LAND USE AND HOUSING



1. LAND USE AND HOUSING

Neighbourhood Overview

Hemlock West is the original winter resort community in Hemlock Valley and the majority of development in the area has historically been residential. While some higher density forms of residential have been proposed and designated in the past, most residential development has been in the form of single family homes with a smaller share of multi-family buildings. As Hemlock Valley grows into a four-seasons resort destination, however, Hemlock West is envisioned to take on more compact forms of residential development and a significant expansion in built space.

Due to Hemlock Valley's geographical location in mountainous terrain, the area suited for residential development is limited and the safety of residents and visitors is a top priority. Further, it is crucial that all new development has access to reliable infrastructure and services. Since the existing understanding of hazards in the area is dated, and the ability to provide reliable services to new development is unclear, the majority of Hemlock West is under a SPECIAL PLAN AREA OVERLAY designation which signifies the intent to permit future development once further planning and technical studies have been provided that will help to ensure safe and sustainable growth.

Resort Master Plan Considerations

Per the Master Development Agreement, the Resort Developer is required to update the Base Area Plan provided in the Resort Master Plan to ensure feasibility of the existing and proposed lots in relation to the existing hazard studies and information available for the area. The updated Base Area Plan will include potential relocation of properties that may be in a high risk snow avalanche hazard area. The updated Base Area Plan will be reviewed by the Mountain Resorts Branch (MFLNRO) of the Province and the Fraser Valley Regional District.

The Hemlock West Neighbourhood Plan policies and land use designations will need to be updated following the approval of the new Base Area Plan and other commitments in the Master Development Agreement (as outlined in the Hemlock Valley OCP).

Neighbourhood Policy Areas

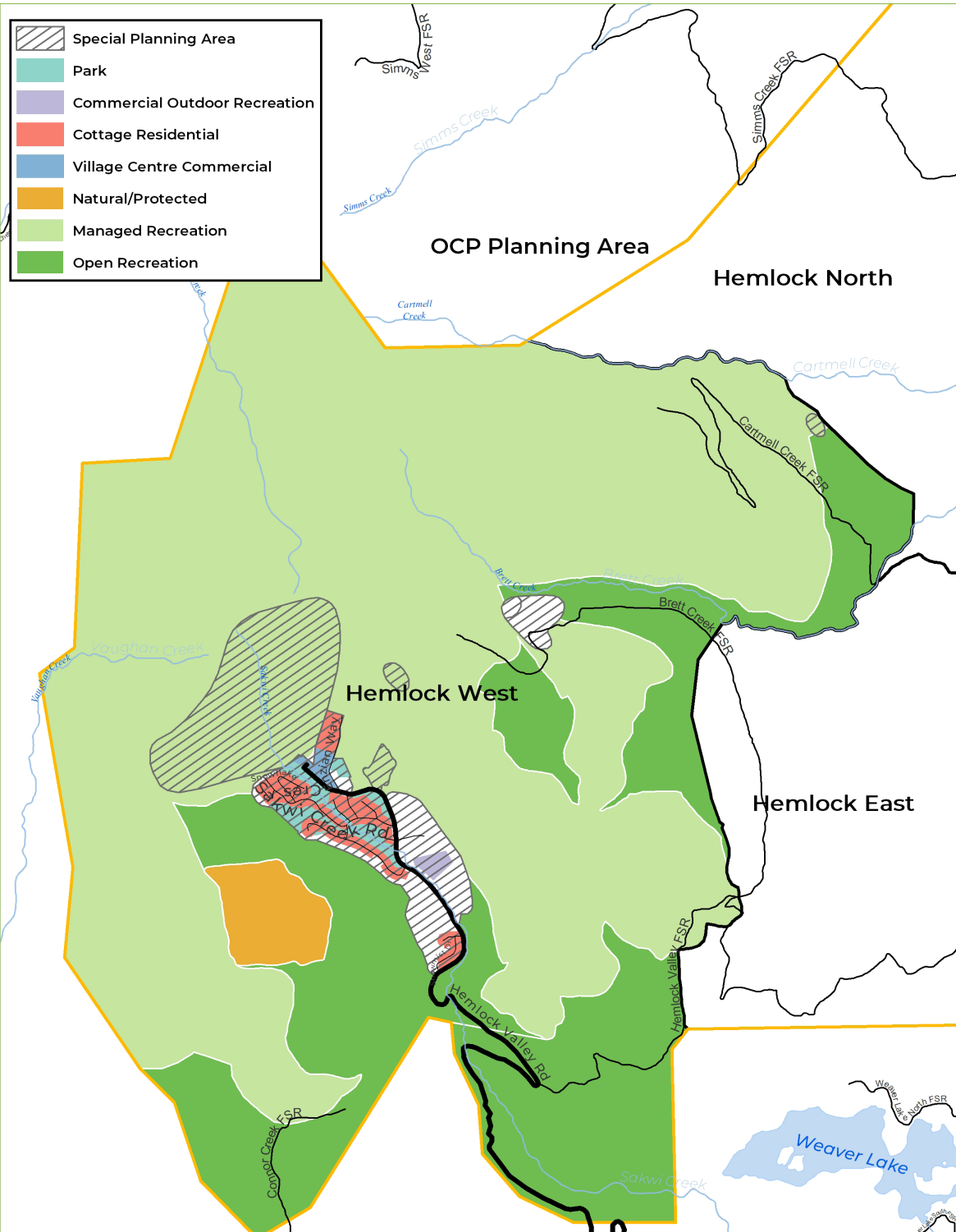
The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapter 2 *Land Use and Housing*.

General Policies

- 1.1 New development in any historical or future designation must be adequately serviced by centralized community water and sewer systems.
- 1.2 Notwithstanding policies herein, support development of employee housing in any land use designation except the PARK designation.
- 1.3 Notwithstanding policies herein, permit the development of public utilities in any land use designation provided that the proposed development is consistent with the zoning bylaw.

Land Use Designations

The Hemlock West Land Use Designations are illustrated on Map 2 and described in the following pages.



Map 1 Hemlock West Neighbourhood Planning Area

1.4 SPECIAL PLAN AREA OVERLAY

Intent: To illustrate the boundaries of anticipated development areas identified in the Resort Master Plan that will require additional planning and technical research before development can proceed as outlined in the policies of the Hemlock Valley OCP and the *Neighbourhood Planning Terms of Reference* (Schedule II).

Function: When the requirements of the Hemlock Valley Official Community Plan and the *Neighbourhood Planning Terms of Reference* (Schedule II) have been fulfilled by the Resort Developer, this Neighbourhood Plan will be updated, the Special Plan Area Overlay will be removed, and land use designations that define the appropriate uses, location of uses, building forms and general expected densities to support the vision of the Resort Master Plan will be applied. Until such time those areas with a historical land use designation will remain.

Future land uses in line with the Resort Master Plan that may be applied within the SPECIAL PLAN AREA OVERLAY include, but are not limited to:

- › RESIDENTIAL
 - Single Family Residential
 - Multi Dwelling Residential
 - Mixed Use Residential / Commercial
 - Accessory Employee Residential
 - Rural Residential
- › COMMERCIAL
 - Village Centre Commercial
 - Tourism / Recreation Commercial
 - Commercial Outdoor Recreation
- › INSTITUTIONAL
 - Community Services
- › PARKS, TRAILS & OPEN SPACE
- › CONSERVATION / LIMITED USE

Special Plan Area Overlay Policies:

- 1.4.1 No new development outside of existing entitlements per the Zoning Bylaw in the SPECIAL PLAN AREA designation will be permitted.
- 1.4.2 Following a Neighbourhood Planning process, per the *Neighbourhood Planning Terms of Reference* (Schedule II to the Hemlock Valley OCP),

the SPECIAL PLAN AREA OVERLAY designation shall be removed and replaced with more refined land use designations to support the Resort Master Plan vision.

- 1.4.3 New designations created to replace the SPECIAL PLAN AREA OVERLAY should accommodate uses that are self sustaining and that do not create an adverse impact on the residential area, and that do not increase the tax burden for the general resident population.
- 1.4.4 Notwithstanding policies herein, development of interim public utilities or community services intended primarily for existing development shall be permitted.

Existing Land Use Designations

1.5 COTTAGE RESIDENTIAL

Intent: To encourage high quality residential development in established areas that is visually attractive and properly serviced. The lands within this designation include areas which are already developed at various densities. No new land is set aside for COTTAGE RESIDENTIAL land use; future land uses within the SPECIAL PLAN AREA OVERLAY will have more refined residential designations.

Function: To permit the development of existing lots to their full potential, to protect existing investment and to ensure orderly residential development of the resort. Residential uses, associated residential uses, utilities and local public and semi-public uses are generally permitted. Recognizing the need for residential services in a resort community, limited local commercial uses are also generally permitted.

Cottage Residential Use and Subdivision Policies:

- 1.5.1 Land may only be used for Single Family Residential, Multi-Family Residential, Accessory Residential Use, Temporary Tourist Accommodation, Local Commercial Use, Public and Semi-Public Uses.
- 1.5.2 Local Commercial uses are limited to a small amount of retail space and must comply with the following conditions:
 - a. that the use is located on land preferably near or adjacent to a collector designated road and a highway intersection;
 - b. that the land use has adequate space for off-street parking as provided in the applicable bylaws;
 - c. that the land has a minimum parcel size of 0.25 acres;
 - d. that the land receives the appropriate zoning;

- e. that the land use has received the necessary approval from applicable agencies; and,
 - f. that the use will not adversely affect adjoining lands.
- 1.5.3 Land shall only be subdivided in accordance with the standards of the Responsible Authorities except that the minimum parcel size shall not be less than 0.15 acres (0.06 hectare) where served by an approved community water system and sewer system.
- 1.5.4 Consolidation of small lots, which individually are unsuitable for development, will be encouraged and supported by the Regional Board where it reduces the overall density of land use development.
- 1.5.5 Consolidation of small lots in order to accommodate local commercial uses will be encouraged and supported by the Regional Board in the COTTAGE RESIDENTIAL designation areas.

1.6 VILLAGE CENTRE COMMERCIAL

Intent: To permit uses that support the economic base for the existing Hemlock West tourism industry and the provision of goods and services to residents. Uses that cater to visitors during the ski season, as well as residents and visitors in the area year round are encouraged. The use, and particularly the associated vehicle access and parking, must be accommodated in a manner that does not interfere with residential or emergency service use and access.

Function: Commercial uses, including for retail, restaurant/bar facilities, office and conference space, will generally be permitted. As appropriate, other commercial activities, including a ski school, nursery/daycare centre and public lockers would generally be permitted. Adequate parking within a comfortable walking distance to the commercial areas, or sufficient shuttle services, must be provided.

Village Centre Commercial Use and Subdivision Policies:

- 1.6.1 Land may be used only for Local Commercial use, Mixed Commercial/Multi-Dwelling Residential use, Commercial Accommodation Public and Semi-Public use.
- 1.6.2 Mixed commercial/multi-dwelling residential uses shall be permitted on the upper floor of the commercial uses. These types of residential uses shall generally be prohibited from having entrances fronting on a sidewalk, street or road or commercial parking area so as not to detract from the commercial nature of the primary use.
- 1.6.3 Land shall only be subdivided under circumstances where subdivision is required in order to enhance the economic environment in the

commercial area of the community. Furthermore, land serviced by an approved community water and sewer system, shall only be subdivided in accordance with the standards of the Responsible Authorities, except that the minimum parcel size and density will be determined based on the subdivision proposal, the subject property's geotechnical and topographical limitations and the amount of land available for parking.

1.7 COMMERCIAL OUTDOOR RECREATION

Intent: To provide alternative choices for overnight accommodation and encourage the development of well-planned, integrated campground facilities.

Function: Commercial campground facilities that provide for the temporary accommodation of recreational vehicles, travel trailers or tents are generally permitted. Road access, geotechnical and environmental constraints as well as the availability of community services must be adequately addressed for any use in this designation. Facilities that are integrated with the natural environment are encouraged.

Commercial Outdoor Recreation Use and Subdivision Policies:

- 1.7.1 Land may be used only for Campground, Low Density Commercial Recreation, Park and Park Reserve, Accessory Employee Residence, Public and Semi-public uses.
- 1.7.2 Land shall only be subdivided in accordance with the standards of the Responsible Authorities except that the minimum parcel size is 2.48 acres (1 hectare).
- 1.7.3 Public access to waterfront, park land or natural assets should not be decreased as a result of new development.
- 1.7.4 Use and development shall not impede the existing economic, environmental and social well-being of the surrounding area.
- 1.7.5 Levels of development should be compatible with the natural environment, adjacent land and water uses, and should not negatively impact natural resources.
- 1.7.6 Region-wide recreational development trends should be considered.
- 1.7.7 The density and layout of campsites within an approved campground is regulated pursuant to the Fraser Valley Regional District's Campground and Holiday Park Bylaw No. 1190.

1.8 PARK

Intent: To provide land for publicly owned parkland of provincial, regional or local significance.

Function: The designation supports the development of publicly accessible community parks and may capture provincial and regional parks, wildlife conservation reserves and areas identified for expansion of existing parks. Development within these parks will be limited to related recreational uses.

Park Use and Subdivision Policies:

- 1.8.1 Areas of significant recreation or conservation potential should be reserved for future park development.
- 1.8.2 The acquisition, maintenance and access of parkland will be encouraged and supported by the Regional Board.
- 1.8.3 An active land acquisition policy shall be established in order to provide secure land for wildlife habitat and recreational land where such lands become available for purchase or dedication.
- 1.8.4 Parkland designated by the Regional Board provides all-year-round recreational facility for the general public.
- 1.8.5 The Plan map designates as PARK those areas with significant public recreational potential which is suitable to reserve for future park use including land of local, regional and provincial significance.
- 1.8.6 PARK AREAS may be extended or created through plan amendment provided that additional lands that meet designation policy above are identified. PARK AREAS may be used only for recreation, conservation and ancillary uses, park and park reserve, public and semi use, except as otherwise provided by the Responsible Authority.
- 1.8.7 Land uses which could have an adverse effect on conservation or development in PARK AREAS will not be permitted, although temporary uses may be permitted where impacts are minimal.
- 1.8.8 Land in PARK AREAS shall only be subdivided under circumstances where subdivision is required in the interests of responsible park management.
- 1.8.9 Consider amending the land use designation for the property formerly used as Tennis Courts (DL 5206) to support other uses, if alternative lands that are satisfactory to the FVRD Board and the community are provided for the purposes of park or recreation uses.

TRANSPORTATION



2. TRANSPORTATION, MOBILITY AND PARKING

Neighbourhood Overview

Hemlock West is served by a simple road network consisting of one major right-of-way. As the neighbourhood grows, it will become increasingly important to develop an integrated transportation system within the neighbourhood that promotes walking and cycling and minimizes impacts to air quality and greenhouse gas emissions. The transportation network must also prepare for future expansion by anticipating connections to future neighbourhoods and development areas.

Developed areas need to be connected, with accommodation made for personal vehicles, goods and service vehicles and active transportation options. Active transportation options need to be accommodated for accessing major recreation assets (e.g., the ability to walk to the ski hill), and infrastructure needs to be designed to accommodate such options including through the designation of off-road paths that help to deter the use of highway shoulders as walking paths.

Resort Master Plan Considerations

Three main development areas are within the Hemlock West neighbourhood: West Face Village, Hemlock Village and The Residents. These three areas need to be served by a connected mobility network that enables efficient movement between development nodes and that accommodates and encourages multi-modal connectivity.

Neighbourhood Policy Areas

The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapter 3 *Transportation and Mobility*.

General Policies

- 2.1 Before considering new development, require an update to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), to incorporate information from the Traffic Impact Assessment for Hemlock West that is to be completed by the Resort Developer.

- 2.2 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), identify on a map the neighbourhood's mobility network and how major areas of development are connected in line with the policies of this Plan.

Transportation Network

- 2.3 New roads in Hemlock West must be designed to provide:
- Extension and connection to existing or proposed adjacent roadways;
 - Alternate route choices where possible;
 - Adequate and safe access for all land uses consistent with the level of traffic generated and need for emergency access; and,
 - Minimal or no impact to environmentally sensitive areas and stream crossings.

Active and Low Emission Mobility

- 2.4 Support the development of new pedestrian and bicycle connections within and through Hemlock West, and encourage design and routing options for pedestrian and cycling routes that create a comfortable and safe user experience by avoiding unsafe areas, avoiding side by side highway traffic and providing opportunities to integrate into natural areas.
- 2.5 Accommodate electric vehicle parking in public locations as well as in private parking stalls in accordance with the rates outlined in the Hemlock Valley Climate Action Plan required to be developed by the Resort Developer.

Parking Management

- 2.6 Manage parking in designated parking areas throughout the community to ensure adequate availability of parking that supports the community's transportation goals.
- 2.7 Monitor and work with businesses to ensure parking demand can be accommodated by the existing parking infrastructure.

THIS PAGE INTENTIONALLY LEFT BLANK

INFRASTRUCTURE & SERVICES



3. INFRASTRUCTURE AND SERVICES

Neighbourhood Overview

As the historical centre of Hemlock Valley, much of the infrastructure in Hemlock West dates back to the early growth of the resort. Existing water, sewer and utility services are privately owned and operated and generally small scale. As the neighbourhood grows to become the epicenter of the expanded resort, a transition to more centralized, publicly operated infrastructure and service systems will be important.

Resort Master Plan Considerations

Three main development areas are within the Hemlock West neighbourhood: West Face Village, Hemlock Village and The Residents. These three areas need to be serviced by reliable, centralized systems and a number of studies and plans must be developed to meet that end.

Per the Master Development Agreement, the Resort Developer must complete an analysis of the existing community sewer and water systems (including supply quality and quantity, and infrastructure capacity) prior to any development. These assessments for the existing area and systems are required in advance of the broader comprehensive servicing strategies needed for the neighbourhood and will inform how residential and commercial development can be phased with infrastructure improvements.

The Resort Master Plan proposes a new Fire Hall to be built at the south end of the West Face Village. The exact location, positioning and access points will be determined collaboratively between the Resort Developer and the Fraser Valley Regional District in consultation with Hemlock Volunteer Fire Department through the required Fire Impact Assessment Study (see OCP Policies 4.8.1 and 4.8.2).

Neighbourhood Policy Areas

The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapter 4 *Infrastructure and Services*.

General Policies

- 3.1 Before considering new development, require an update to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), to incorporate information from the following studies and assessments for Hemlock West that are to be completed by the Resort Developer in line with broader OCP Policies:
- a. Community Water Supply Comprehensive Servicing Study
 - b. Community Sewer System Comprehensive Servicing Study
 - c. Solid Waste Management Plan
 - d. Energy Supply, Demand, and Distribution Plan
 - e. Snow Clearing and Storage Plan
 - f. Fire Impact Assessment Study

Water Supply

- 3.2 Per the Master Development Agreement, require the Resort Developer to complete an analysis of the existing community water supply to assess the current water source supply (quality and quantity) as well as infrastructure capacity.
- 3.3 Per the Master Development Agreement, require the Resort Developer to upgrade the existing community water treatment system to be in compliance with their operating permit conditions and Fraser Health's Surface Water Treatment Outcome Expectations prior to development.
- 3.4 Support water recovery, reclamation, reuse and recycling programs and initiatives in both new and existing development in Hemlock West.
- 3.5 Support and encourage rainwater harvesting in new and existing development in Hemlock West.

Sewer System

- 3.6 Per the Master Development Agreement, require the Resort Developer to complete a comprehensive study of the existing community sewer system and make necessary upgrades to the satisfaction of the FVRD Board prior to development.

Utilities and Services

- 3.7 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), identify the future utility and communication service needs of Hemlock West and identify the location of any required structures in line with OCP Policy 4.4.4.

Stormwater Management

- 3.8 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), identify opportunities for innovative stormwater features or designs in new development or open space features.

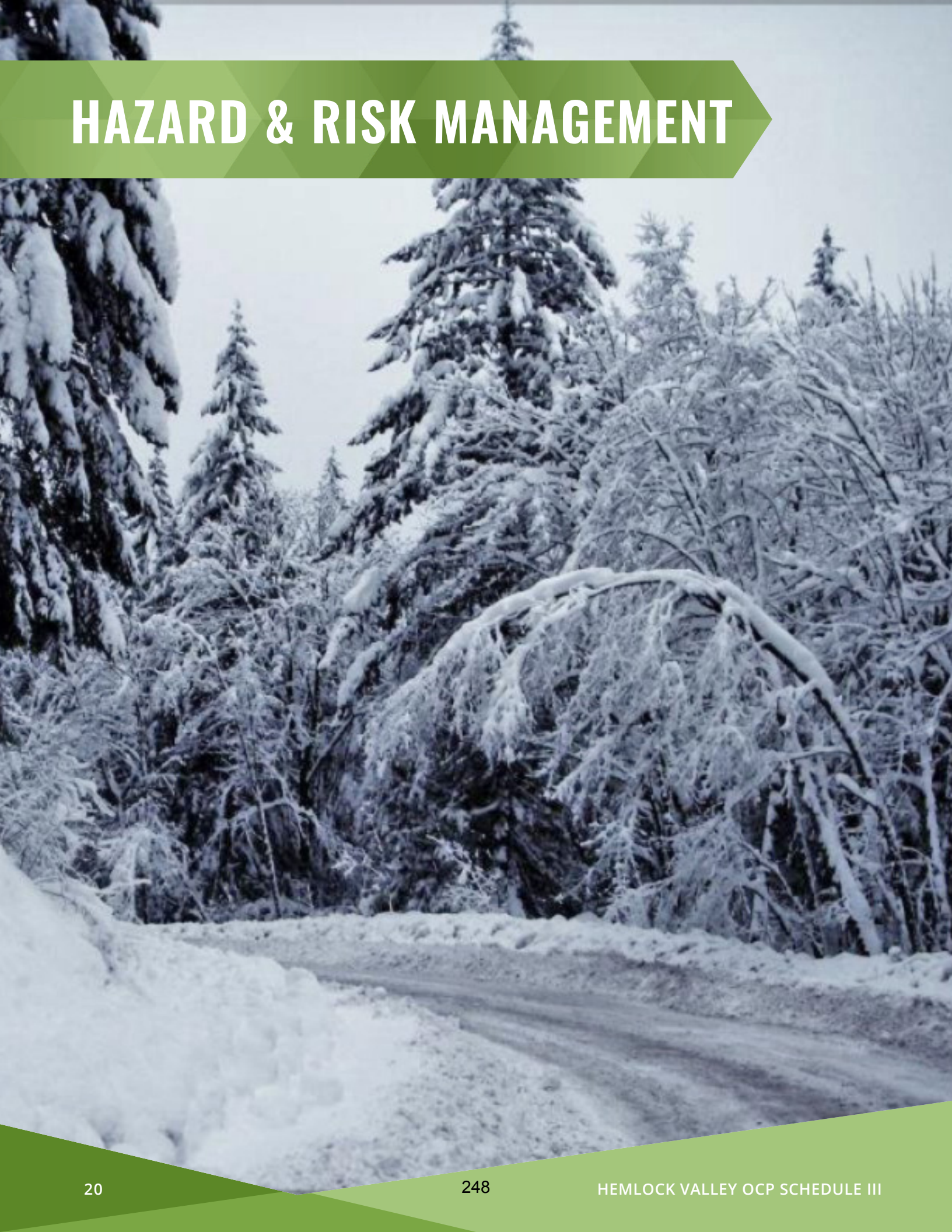
Snow Clearing and Storage

- 3.9 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), address additional locational- and site-specific snow clearing and storage issues for Hemlock West.

Emergency and Protective Services

- 3.10 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), provide a strategy and additional details regarding the relocation of the existing fire hall in Hemlock West.

HAZARD & RISK MANAGEMENT



4. HAZARD AND RISK MANAGEMENT

Neighbourhood Overview

As Hemlock West grows to become the epicenter of the expanded resort, it is vital to ensure that future development in Hemlock West minimizes risks associated with natural hazards to ensure the safety of residents, visitors, and assets.

The Regional District supports the residents of Hemlock Valley in their concerns for the protection of private property from snow avalanche and other geotechnical hazards, and future development will be reviewed in the context of the existing geotechnical hazards and surrounding environment.

Resort Master Plan Considerations

Three main development areas are within the Hemlock West neighbourhood: West Face Village, Hemlock Village and The Residents. It is expected that any development in the neighbourhood will strive to achieve a high quality of design standards, while being cognizant of the natural limitations imposed by the alpine and mountainous environment.

Neighbourhood Policy Areas

The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapter 5 Hazard and Risk Management.

General Policies

- 4.1 Before considering new development, require an update to this Neighbourhood Plan, per the Neighbourhood Plan Terms of Reference (Hemlock Valley OCP Schedule II), to incorporate information from the following studies and assessments for Hemlock West that are to be completed by the Resort Developer:
 - a. Hazard Feasibility Study;
 - b. Emergency Management Plan; and,
 - c. Fire Protection Impact Assessment Study

Avalanche Management and Snow Safety

- 4.2 Restrict development within identified avalanche risk areas.
- 4.3 All new structures shall be designed and sealed by a Qualified Professional to ensure that the construction meets snow load requirements of Ss 24.2 kPa. (505.4 pounds per square foot) and Sr 0.9kPa (18.8 pounds per square foot).

Geohazard Management

- 4.4 Restrict development within floodplain areas of Sakwi Creek.
- 4.5 New development should be protected from hazards associated with slopes and streams through prescriptive mitigation, such as minimum setbacks, determined by a Qualified Professional.
- 4.6 Following the covenant established through the previous OCP process, the flood construction elevations are to be not less than 3 metres above the natural boundary of any watercourse.

Wildfire Interface Hazard

- 4.7 All buildings and structures within areas of high wildfire interface hazard as noted on **DPA Map X.X.X** will be required to develop a report prepared by a professional forester licensed in British Columbia and specializing in forest wildfire assessment, that:
 - a. Ensures design and construction occurs in a manner that minimizes risk of interface fire hazards to people and property;
 - b. Provides an overall assessment of the site for susceptibility to wildfire interface hazard (from conditions both on and off-site);
 - c. Demonstrates the application FireSmart techniques, as appropriate; and,
 - d. Details efforts to otherwise mitigate wildfire interface hazard.

THIS PAGE INTENTIONALLY LEFT BLANK

ENVIRONMENT



5. ENVIRONMENT AND NATURAL RESOURCES

Neighbourhood Overview

As Hemlock West grows and changes, it is vital that residents and visitors continue to have clean water, good air quality, thriving wildlife and healthy, resilient forests and landscapes that support water filtration, stormwater management and flood protection.

Cohen Creek Community Watershed is classified as a community watershed under the Forest Practices Code (FPC) of British Columbia Act. The community watershed exists over Crown land in the south-west portion of the valley, covering approximately 60 hectares (though it is outside of the Provincial Forest). The FPC applies to any forest management activities that may take place on Crown land that lies within the Plan area. Therefore activities within the Cohen Creek community watershed would be subject to regulations in the FPC which govern activities in community watersheds.

Neighbourhood Policy Areas

The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapter 6 *Environment and Natural Resources*.

General Policies

- 5.1 Before considering new development, require an update to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), to incorporate information from the following studies and assessments for Hemlock West that are to be completed by the Resort Developer:
 - a. Cumulative Effects Assessment;
 - b. Environmental Assessment; and,
 - c. Environmental Management Plan.

Watershed Management

- 5.2 Restrict public access to Cohen Creek watershed as identified on OCP Map 10 Waterbodies and Watersheds in Hemlock Valley.

Natural Resource Management

- 5.3 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), integrate the Forest Management Plan required to be completed by the Resort Developer and Sts'ailes First Nation, if applicable.
- 5.4 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), integrate and honour the First Nation Woodland License (FNWL) agreement made between the Resort Developer and Sts'ailes First Nation, if applicable.

Biodiversity

- 5.5 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), based on required environmental studies and plans:
 - a. Focus new development and/or human activities in Hemlock West in the least environmentally sensitive lands;
 - b. Establish, monitor and evaluate relevant environmental indicators to maintain the integrity of the natural environment and to reverse negative environmental trends;
 - c. Identify on a map significant trees and other natural features and encourage their preservation wherever possible; and
 - d. Identify on a map sensitive and other important ecosystem features and encourage their preservation wherever possible.

THIS PAGE INTENTIONALLY LEFT BLANK

COMMUNITY DEVELOPMENT



6. COMMUNITY DEVELOPMENT

Neighbourhood Overview

While much of the future development in Hemlock Valley will be focused on creating a new and vibrant all seasons resort community, community development in Hemlock West must take into consideration the needs of the existing residents and workers who currently have limited access to services and amenities.

Neighbourhood Policy Areas

The policies below for the Hemlock West Neighbourhood supplement the overarching policies in Hemlock Valley OCP Policy Chapters: 8 *Community Well-Being*; 9 *Economic Strength and Resiliency*; and, 10 *Recreation, Parks and Trails*.

General Policies

- 6.1 Before considering new development, require an update to this Neighbourhood Community Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), to incorporate information from the Public Recreation Management Plan that is to be completed by the Resort Developer.

Community Well-Being

- 6.2 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), identify community space needs, and potential location and forms of publicly accessible community spaces, including equipped meeting spaces and facilities for Hemlock West.

Local Economic Development

- 6.3 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), identify potential commercial lands or developments to sale, lease or rent for local business development.

Recreation, Parks and Trails

- 6.4 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), incorporate strategies and policies for existing and proposed major recreational assets in Hemlock West including, ski area and lift development and expansion, recreational trails, spas and waterparks, and equestrian centre and associated facilities that:
- a. Considers and mitigates potential negative impacts to the natural environment;
 - b. Respects and reflects First Nations' connection to the land and water; and
 - c. Reflects the responsible expenditure of public and private capital by ensuring development is not premature or scattered.
- 6.5 Through updates to this Neighbourhood Plan, per the *Neighbourhood Planning Terms of Reference* (Hemlock Valley OCP Schedule II), incorporate strategies and policies to develop community parks, trails, and facilities to:
- a. Meet or exceed the National Parks and Recreation Association level of service standards for Hemlock West;
 - b. Conserve significant areas for future park and trail development;
 - c. Include necessary facilities and features (such as washrooms); and,
 - d. Establish appropriate approaches to ongoing maintenance and management of new parks and trails, including through the establishment of Community Parks Service Areas if appropriate.

To: CAO for the Electoral Area Services Committee

Date: 2019-09-10

From: Graham Daneluz, Dep. Director of Planning & Development

File No: 4530-01

Subject: The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws

RECOMMENDATION

THAT the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites;

AND THAT the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

AND FURTHER THAT staff be directed to prepare, for consideration by the FVRD Board, a policy to: 1) focus Soil Removal service resources on implementation of *FVRD Commercial Gravel Operations Bylaw No. 1181*; and, 2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with *Bylaw No. 1181*.

STRATEGIC AREAS OF FOCUS

Foster a Strong & Diverse Economy

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

SUMMARY

The BC Stone, Sand & Gravel Association (BCSSGA) has asked FVRD to address their concerns with zoning bylaws that do not allow the processing (e.g. crushing) of gravel at a number of established gravel mine sites in the Electoral Areas. BCSSGA believes that zoning provisions create uncertainty for the industry and hinder desirable investment that reduces environmental and community impacts associated with mining.

FVRD's new *Commercial Gravel Operations Bylaw No. 1181* regulates noise and dust emissions from gravel operations and provides resources for monitoring and compliance. With *Bylaw No. 1181* now in

place, the FVRD Board may wish to consider options for addressing the longstanding issue raised by the BCSSGA. This Corporate Report outlines potential options.

BACKGROUND

The BC Stone, Sand & Gravel Association (BCSSGA) represents the aggregate industry in British Columbia. FVRD has engaged with the BCSSGA, and individual gravel operators, since 2004 to improve regulations affecting the gravel industry and to minimize negative impacts to communities that surround gravel operations.

In July, 2019, BCSSGA representatives attended the FVRD Board meeting to ask that long-standing concerns with the treatment of gravel processing in FVRD bylaws be addressed. In many cases, Electoral Area zoning bylaws do not allow gravel processing where mines are located. According to BCSSGA, this leads to uncertainty for gravel operators and hinders investments that would improve efficiency and reduce community impacts. BCSSGA has asked the Board to consider solutions to this problem.

Local Government Zoning Authority for Gravel Extraction and Processing

The processing of rock, sand and gravel is noisy and dusty (although these emissions can be minimized). It involves heavy machinery and mechanical processes to break and sort rock. It occurs in the open air where noise and dust emission can easily spread to surrounding properties. As a result, gravel processing can cause nuisances for surrounding communities that have led to persistent and intense conflicts in FVRD's electoral area and elsewhere. In the absence of effective tools and resources to manage these conflicts, many local government zoning bylaws have differentiated the extraction of rock, sand and gravel from the processing of it.

The primary tool local governments have for regulating land use and avoiding use conflicts is zoning. Extraction is not considered a land use and it cannot be regulated or prohibited through zoning bylaws.¹ However, the processing of gravel is a use of land and it may be addressed by zoning bylaws. Since zoning bylaws cannot regulate where gravel extraction occurs, local governments have used zoning powers to influence where the processing occurs with the intention of avoiding conflicts over noise and dust emissions.

In the view of the Industry, the distinction in zoning between extraction and processing divides a single integrated enterprise – a gravel operation – into two separate parts (extraction and processing) that generally need to be together to be viable. Gravel is a low value bulk commodity. A large part of the cost

¹ The extraction of mineral resources is viewed in law as a consumption of land; not a use of land subject to local government zoning. There is a complex body of law around this distinction and the scope of local government authority. Generally, jurisdiction over mineral extraction is reserved for the Province. It may be regulated and prohibited by local governments only through a soil removal bylaw (not a zoning bylaw) approved by the Minister of Mines. *FVRD Commercial Gravel Operations Bylaw No. 1181*, adopted in 2016, is such a bylaw. It is one of the few bylaws in BC that have received ministerial approval.

to the user – half or more - is in the transportation of the gravel. Added transportation and handling greatly increase the price to the user and make the produce uncompetitive in the marketplace.

Gravel Processing in FVRD Zoning Bylaws

FVRD has nine zoning bylaws that cover different parts of the Electoral Areas. For the most part, these bylaws have a consistent approach to gravel extraction and processing.

Extraction is defined as:

“the pulling out or drawing out of primary forest, mineral, and other natural resource materials on a lot; includes only the preliminary grading, cutting, separation, or crushing of such materials for shipment; excludes all manufacturing of products from such materials and any processing not specifically included in this definition; also excludes the excavation of land as a necessary part of a construction project, the removal of unwanted stones from the surface of land undergoing cultivation, and the cleaning out or enlarging of a drainage system for the purpose of improving the drainage of lands.”²

Note that this definition includes, “the preliminary grading, cutting, separating or crushing... for shipment.” This recognizes that some degree of processing is often required simply to put the material in a state in which it can be removed from the mine site. This is particularly true of quarry rock, but can also be the case for sand/gravel deposits as well. If the resource is not able to be broken or sorted to a degree sufficient to enable shipping, the extraction rights would be frustrated.

Extraction is typically listed as a permitted use in large-lot zones such as Agriculture, Rural, and Limited Use. However, as outlined above, it is outside of local government jurisdiction to prohibit gravel extraction by way of zoning bylaw and so zoning bylaws do not effectively prohibit extraction anywhere.³

Most FVRD zoning bylaws contain a zone, such as the Resource Industrial (I-1) zone, that allows, “uses necessary to the primary manufacture of products from forest, mineral and other extracted natural resource materials, such as sawmill, pole treatment plant, gravel sorting, screening and crushing.”⁴

There about 11 electoral area properties with zones that would permit gravel processing. Only one is associated with a gravel operation.

Processing at Electoral Area Mine Sites

² This excerpt is from Division 1 of Zoning Bylaw No. 100 (Area “C”) but all FVRD zoning bylaws contain the same or a similar definition.

³ This is explicitly recognized in Sumas Mountain Rural Land Use Bylaw No. 500 which states that, “Notwithstanding that Section 7.6.2 does not permit land to be used for mineral, aggregate, and energy extraction activities, such activities may occur on land designated Limited Use/Resource because the Mines Act and the Municipal Act do not enable the Regional District to regulate mining activity as a land use, despite the fact that the Regional District is opposed to mining activities in this designation.” Various FVRD official community plans also acknowledge this limitation.

⁴ Division 8 of Zoning Bylaw No. 100 (Area “C”). The same provisions exist in five other FVRD zoning bylaws (BL# 85, 90, 801, 75 and 66. Two more zoning bylaws provide zones for similar uses (BL#559, 500). Only Zoning Bylaw No. 823 (part of Area A) provides no provisions for gravel processing.

Aggregates are used for many different purposes, including roads, buildings, infrastructure, sports fields, and construction. Different purposes require different aggregate products. There are a variety of factors that differentiate aggregate products including the size of the stones; the shape of the stones (round or angular); the mixture of sizes and materials; the mineral qualities of the rock; the ratio of sand to rock; and, a variety of other things. Some uses - like structural concrete, road building and sewage disposal systems - require aggregates of very strict specifications that can only be met by controlled processing systems.

For that reason, most gravel operations process the material they extract to create consistent products of specific sizes and qualities to address a variety of needs. The operations in FVRD's electoral areas are no different. Most process gravel and, of these, most do not have zoning that permits processing. A small number are zoned to permit processing or are 'grandfathered'.⁵

Processing can include washing, screening, crushing and other processes to refine and improve the quality of the sand/gravel or hard rock mined from the earth.

Over half - and potentially up to two-thirds - of electoral area gravel operations may be processing contrary to zoning.⁶ There are three open bylaw enforcement files.

The Effectiveness of Zoning Prohibitions against Gravel Processing

As a strategy to reduce land use conflicts, the strategy of separating gravel extraction from processing in zoning bylaws has probably has allowed some influence over the location of gravel operations that wouldn't otherwise have been possible. However, as the preceding section suggests, the overall success of this approach in minimizing conflicts has been greatly limited by:

- uncertainty about the extent of local government authority, mixed case law on the matter, and the high cost of defending legal challenges;
- ambiguity regarding the line between 'processing for shipment' versus processing to create a marketable product;
- organized and well-funded opposition from the gravel industry;
- and little provincial support for local government involvement in this arena and particularly the practice of the Ministry of Mines to allow processing in Mines Permits without regard to local government bylaws;
- the lack of effective enforcement, in good part due to the intensity of effort required and very limited resources; and,

⁵ One mine has appropriate zoning, another has land within the mine site located in an adjacent jurisdiction that is zoned for processing. Processing at a small number of mines is likely 'grandfathered' or partly 'grandfathered'.

⁶ This report does not provide detailed statistics on electoral area gravel operations because: 1) I have attempted to focus attention on the 'big picture' rather than individual operations; and, 2) our data and knowledge of electoral area gravel operations is incomplete and that is a challenge for presenting accurate numbers. Staff are building an organized knowledge base and we will be able to provide more specific and reliable information as the work progresses. In the meantime, if EA Directors wish to have more detailed information, we would be pleased to what we currently have.

- market and economic realities of the gravel industry that often require extraction and processing to occur in the same location.

Alternative Approaches to Reduce Conflicts

In the early 2000's, FVRD was taking steps to enforce its zoning bylaw against a new gravel quarry on Sumas Mountain that was processing contrary to the bylaw. Community concerns with noise and dust from the quarry were widespread. After normal enforcement efforts failed, the Regional District was preparing for legal action to obtain an injunction to stop processing at this site. Faced with the costs, timeline and uncertainty of the court process, FVRD appealed to the Province to assist in finding a better way to address these land use conflicts. This began a lengthy process with the Province and the BCSSGA to improve the framework for managing the aggregate production in the electoral areas. Bylaw enforcement efforts were suspended pending the outcome of the Aggregate Pilot Project.

This effort resulted in a 2009 Recommendations Report that was endorsed by the FVRD Board and by the Industry. With respect to gravel processing, the report recommended that, "in most cases, processing should occur at the location of extraction."⁷

Many of the principles in the Recommendations Report were implemented in *FVRD Commercial Gravel Operations Bylaw No. 1181* which was approved by the Minister of Mines and adopted by the FVRD Board in late 2016.

FVRD Commercial Gravel Operations Bylaw No. 1181

Bylaw No. 1181 is intended to better balance the economic needs of the region for sustainable, accessible gravel supplies with the impacts that gravel operations can have on surrounding local communities. It provides a strong framework for avoiding and managing community impacts associated with gravel operations because it:

- sets out "Restricted Areas" where new gravel operations are not permitted
- establishes "Community Areas" with measurable limits for noise and dust emissions;
- requires operators to submit annual compliance reports; and,
- generates revenues through annual fees which support bylaw administration, compliance, independent compliance monitoring.

The bylaw is still in an implementation stage. The focus to date has been on building relationships and permitting existing operations. After providing a transition period (2017), the first year of fee collection was 2018 (fees paid in early 2019). Staff intend that monitoring and compliance activities will ramp up this fall with enforcement actions addressing unpermitted operations and proactive independent monitoring in priority areas to establish noise and dust emission baselines.

This bylaw provides an effective tool for reducing land use conflicts associated with gravel operations as well as the resources needed monitor emissions and enforce the bylaw. With this now in place, the FVRD

⁷ Section 3.3.3. Aggregate Pilot Project Recommendations Report. 2009.

Board could consider the BCSSGA request and evaluate options for addressing zoning prohibitions against gravel processing in permitted mine sites.

DISCUSSION

Options

The FVRD Board may wish to consider the following options:

1. Do nothing at this time

The Board may elect to do nothing at this time, or defer the matter for future consideration once EA Directors have had greater opportunity to: a) gauge the success of *Bylaw No. 1181* and related efforts in minimizing land use conflicts associated with gravel operations; b) assess community interests and opinions; and c) learn more from Industry and staff about the issues.

2. FVRD Board could initiate zoning amendments

The Board could direct staff to prepare amendments to electoral area zoning bylaws to permit processing at mine sites.

3. BCSSGA and/or individual gravel operators could apply for zoning amendments or temporary use permits

The Board could direct staff to provide information and assistance to BCSSGA and individual gravel operators to assist them in making applications for zoning amendment or temporary use permits (as appropriate) to permit processing at mine sites.

There will be a strong community interest in any changes to bylaws that relate to gravel operations. The public engagement process for any zoning amendment applications would need to be considered if/when applications are made.

The BCSSGA has expertise, materials and resources to effectively communicate with the public and stakeholders about the industry. This option would best position Industry to directly present their case to Electoral Area communities and respond to any concerns raised.

4. Interim Policy

In conjunction with Options 2 and 3, the FVRD Board may wish to consider a policy to clarify that bylaw compliance and enforcement resources will be focused on fully implementing *Bylaw No. 1181* and undertaking related monitoring and communications initiatives. Through the policy, the Board could formalize the practice of non-enforcement of zoning provisions related to processing where a permit under *Bylaw No. 1181* has been obtained and the operation is in compliance with the bylaw.

This would provide staff with clear direction and reduce uncertainty for industry in the short term while bylaw amendments or other options are contemplated.

Independent Monitoring of Community Impacts

Bylaw No. 1181 establishes annual fees to support administration of the bylaw and related efforts. Now that fee revenues for 2018 have been received, it is the intention of staff to step up compliance and monitoring activities. Independent baseline monitoring of noise and dust emissions will be performed by third-party technicians in priority areas such as Lake Errock and Hatzic Valley.

Monitoring will be the subject of a future report to the EASC and Board to determine priority areas and provide more information about methods, costs and timelines. Results should be available in early summer of 2020 because noise levels need to be assessed under a variety of climactic conditions and dust emissions should be measured during drier months.

The Board will be in a better position to evaluate zoning amendments to allow processing within mine sites once we have a fuller picture of community impacts associated with gravel operations and compliance with *Bylaw No. 1181*. Ideally, applications to amend FVRD bylaws would be considered after monitoring results are available.

Interim Measure: Policy to Guide Bylaw Enforcement Efforts

In the meantime, the Board may wish to consider a policy to:

- Focus limited resources for bylaw administration and compliance/enforcement on administering and obtaining compliance with FVRD Commercial Gravel Operations Bylaw No. 1181, including the permitting of unpermitted operations, the collection of fees, independent monitoring, relationship building with community and industry partners, coordinating with the Ministry of Energy & Mines and other stakeholders, reporting and communications.
- As a temporary measure, the policy could formalize the practice of non-enforcement of zoning provisions related to processing at existing mine sites where a permit under *Bylaw No. 1181* has been obtained and the operation is in compliance with the bylaw. The policy would only address the zoning prohibition against processing. All other aspects of the operation would be subject to compliance and enforcement efforts in the event that a violation of FVRD's bylaw occurs.

Such a policy would provide staff with clear direction and reduce uncertainty for industry in the short term while bylaw amendments or other options are formulated.

COST

Costs for preparing zoning amendments or drafting policies would be covered by the existing Soil Removal budget.

CONCLUSION

The BC Stone, Sand & Gravel Association has asked the FVRD Board to address long-standing concerns with the treatment of gravel processing in FVRD zoning bylaws. EA zoning bylaws do not allow gravel processing where mines are located.

With the adoption of *Commercial Gravel Operations Bylaw No. 1181*, FVRD has better tools and resources to reduce conflicts over noise and dust emissions from gravel operations.

Staff recommend that the Board:

1. Direct staff to provide information and assistance to BCSSGA and individual gravel operators so that they can - together or separately - apply for zoning amendments or temporary use permits to allow processing at mine sites;
2. Express its preference to consider zoning amendment applications after the results of independent monitoring of noise and dust emissions is available so that baseline data about community impacts may be considered in conjunction with the applications; and
3. Direct staff to prepare for consideration a policy to:
 - a. Focus resources on administering and obtaining compliance with FVRD Commercial Gravel Operations Bylaw No. 1181; and,
 - b. As a temporary measure, formalize the practice of non-enforcement of zoning provisions related to processing at existing mine sites where a permit under Bylaw No. 1181 has been obtained and the operation is in compliance with the bylaw.

COMMENTS BY:

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.



GRAVEL PROCESSING IN ELECTORAL AREAS

Electoral Area Services Committee

Nov. 14, 2019

BC STONE, SAND & GRAVEL ASSOCIATION

- asked FVRD Board (July 2019) to address concern that zoning doesn't allow processing at mines sites
 - › processing → crushing, screening, etc.
 - › long-standing issue



In the early 2000s...

- lack of planning, coordination & impact mitigation
- persistent conflicts
 - › uncertainty
 - › polarized positions
 - › lack of understanding
- gearing up for litigation

GRAVEL ISSUES

- we've made a lot of progress...
 - › Bylaw 1181
 - outcome of Aggregate Pilot Project

HOW TO MAKE A GRAVEL BYLAW

the FVRD way



Ongoing
explosive
conflicts



2004
Start down the
Minister's APP
road



+ 20
meetings with
Industry &
Ministry



map deposits
to ensure long-
term supply



invest
+ \$0.5 million



engage **the community**
many times



**flexible,
performance-
based** regulation



meet, refer, revise
then repeat

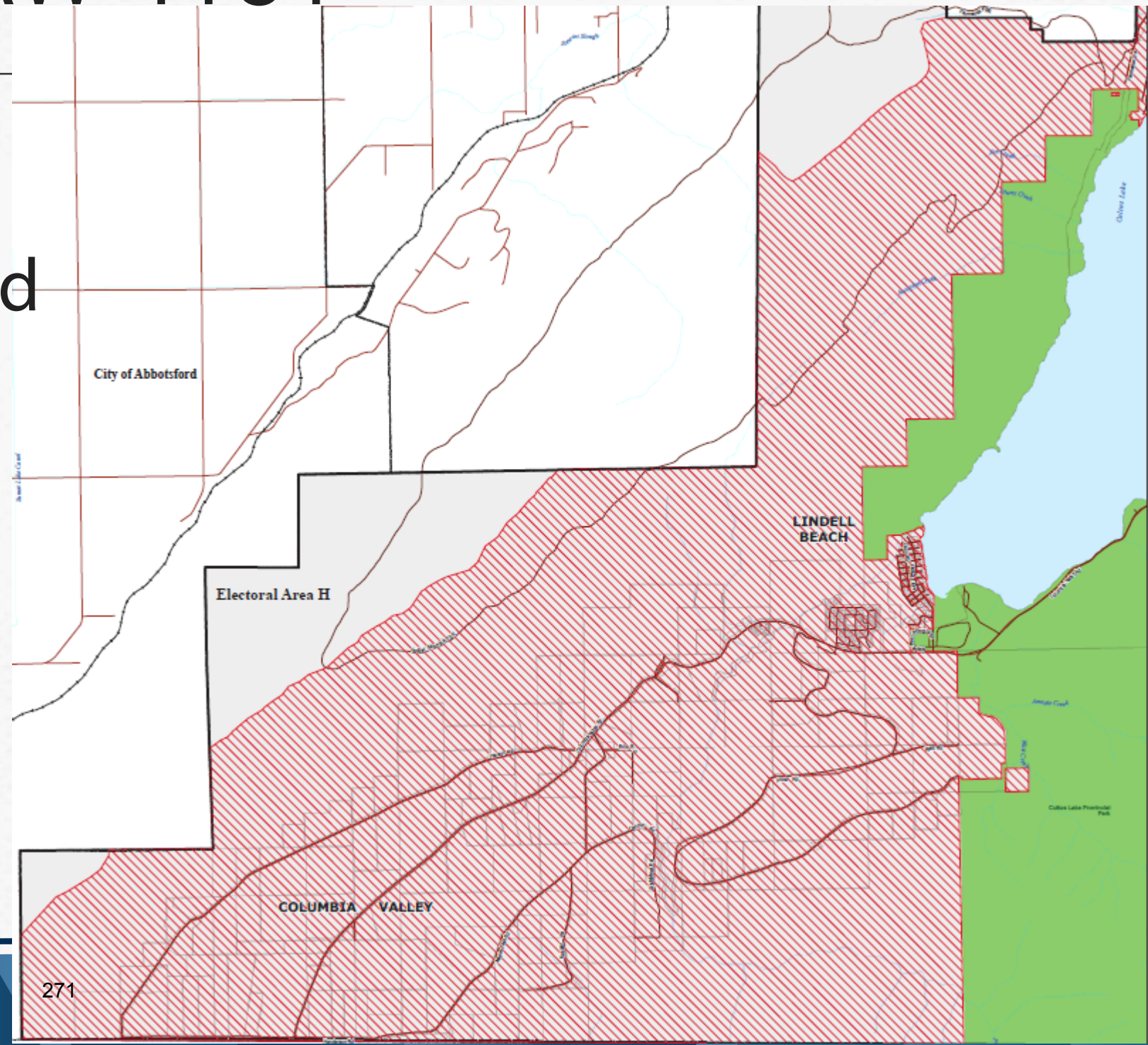


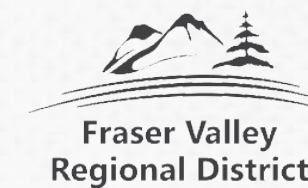
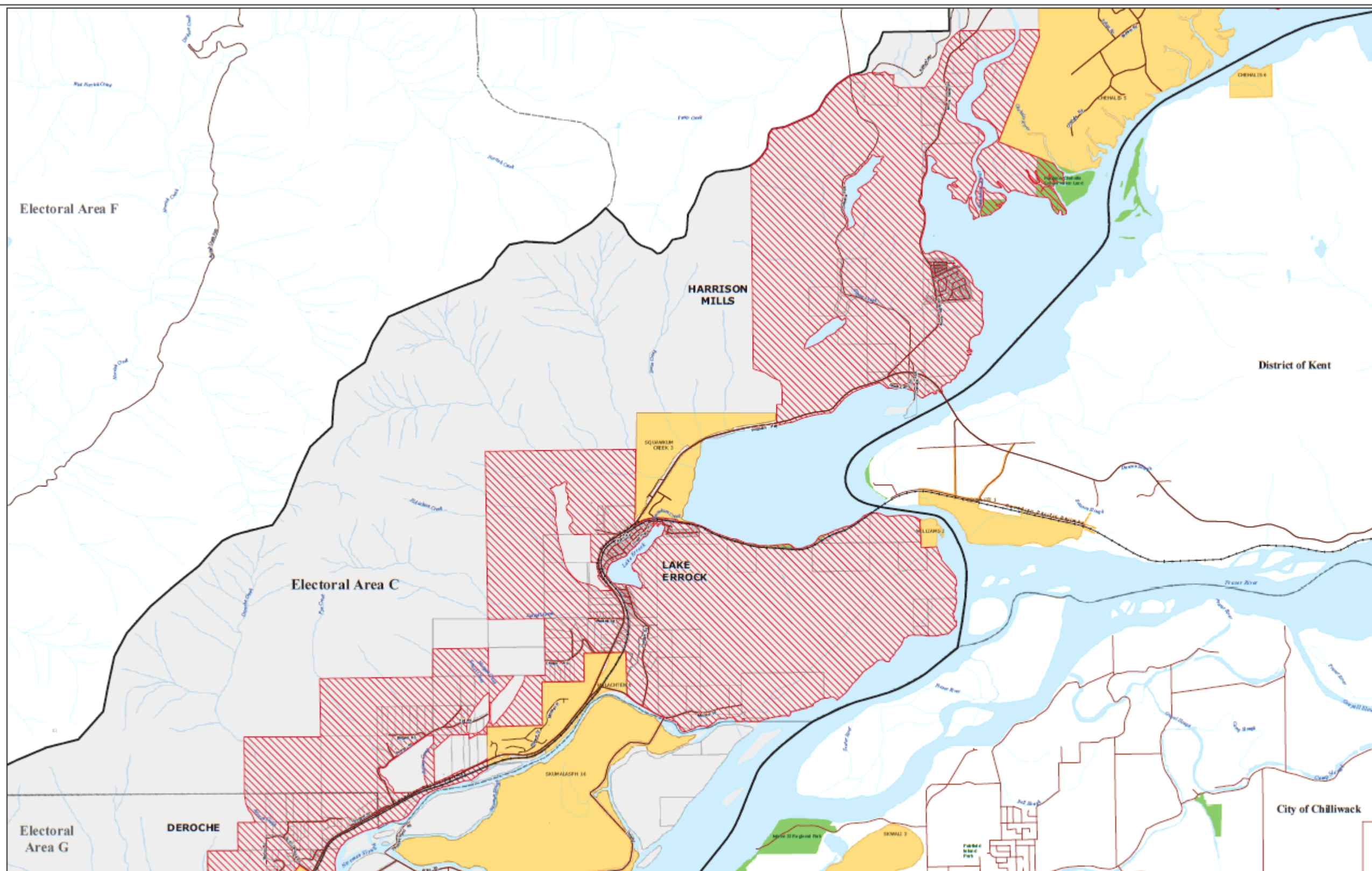
balance
needs of Industry &
Community

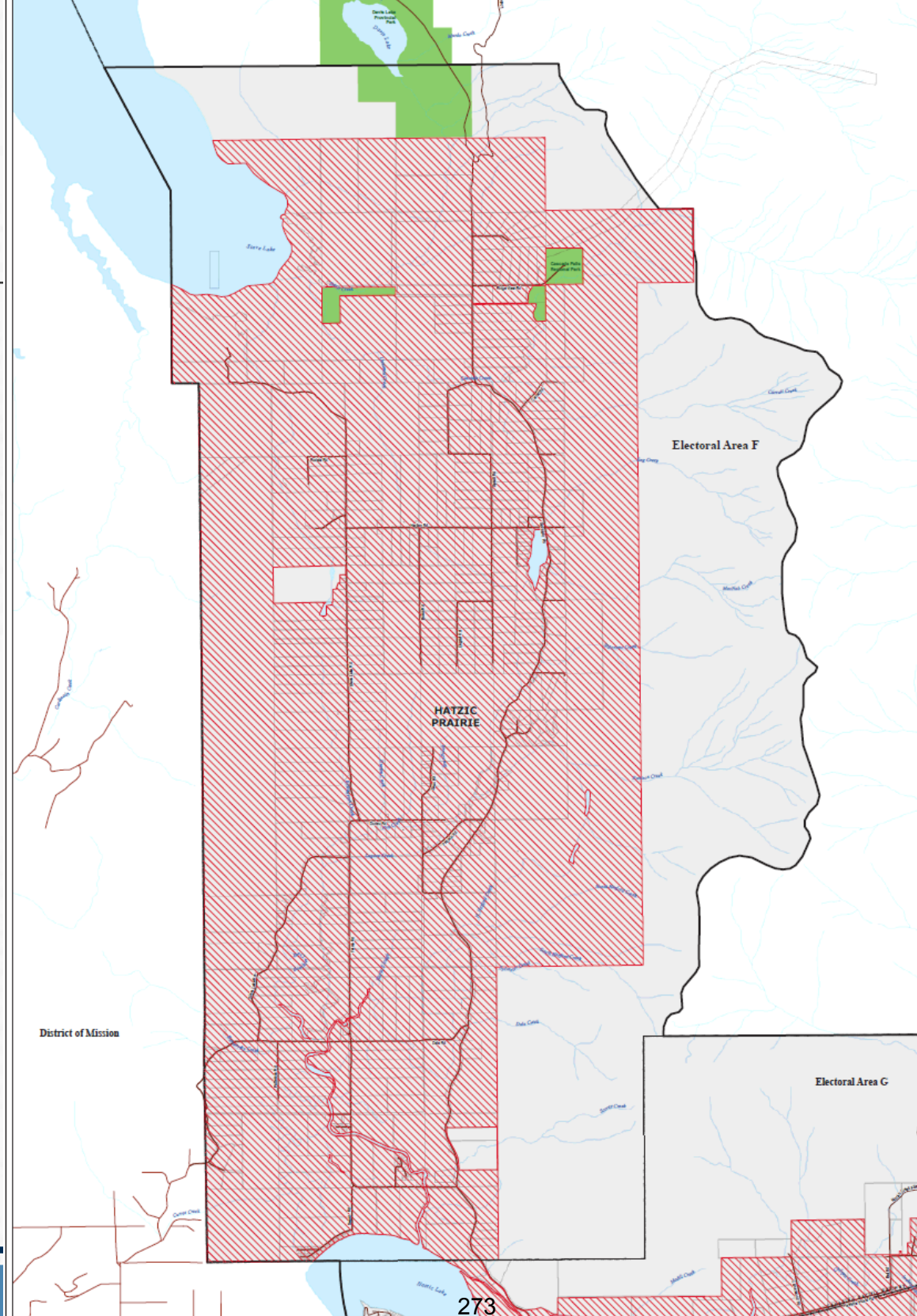


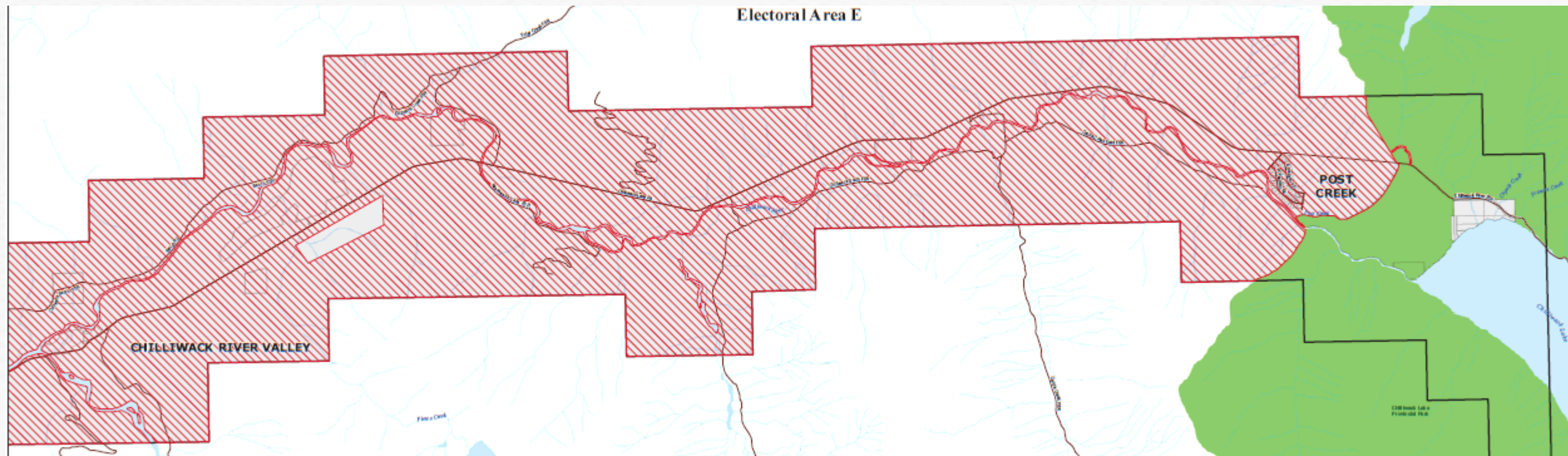
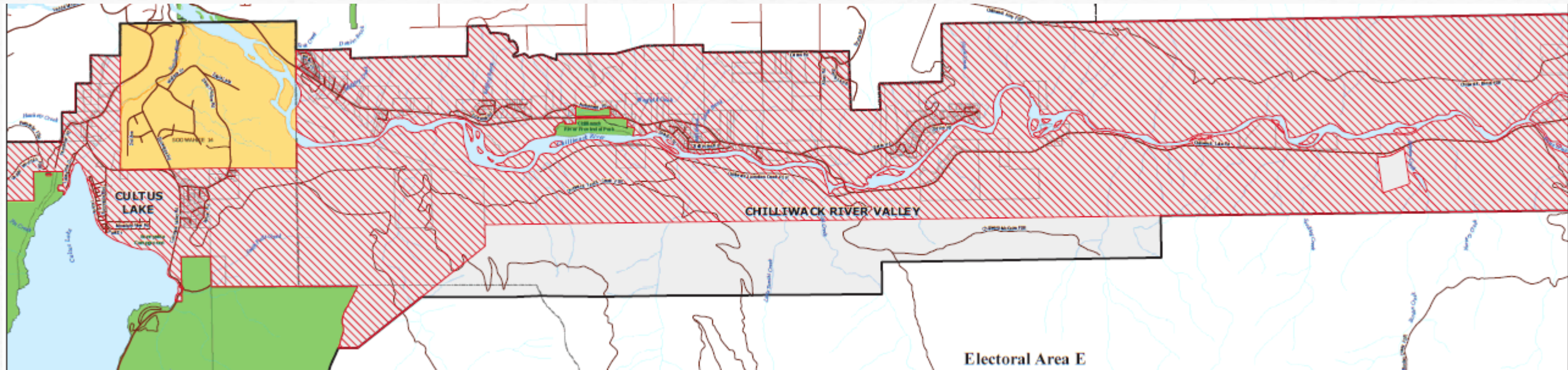
BYLAW 1181

- Restricted Areas
 - › no gravel mines allowed









BYLAW 1181

- Noise & dust limits
 - › measurable thresholds
 - › mitigation plans & annual reporting
 - › monitoring

BYLAW 1181

- annual fees
 - › \$ ¼ million
 - independent monitoring
 - C&E
 - shift all service costs to industry
 - › only RD in BC

BYLAW 1181

- implementation phase
 - › permitting
 - › monitoring
 - noise and dust baseline data
 - › building relationships

GRAVEL PROCESSING

- Bylaw 1181 = important gains for EA Communities
 - › difficult pill for Industry
 - › did not address key Industry issue (processing)
 - prominent in Aggregate Pilot Project discussions

GRAVEL PROCESSING

- with Bylaw 1181 community protections in place...
 - › restricted areas
 - › noise/dust protection
 - › funds for C/E, monitoring, enforcement

... EA Directors may wish to re-evaluate how zoning bylaws address processing

OPTIONS

* zoning amendments & TUPs are the only tools to allow the use of land for gravel processing

1. Do nothing
2. FVRD initiate zoning amendments
3. Industry/operators make applications
4. Interim Policy

RECOMMENDATION

- Industry/operators make applications (rather than FVRD initiated)
 - › zoning amendments or TUP
- consider deferring applications until independent baseline noise/dust monitoring is complete
 - › improve understanding of community impacts
 - › summer/fall 2020

RECOMMENDATION

- consider 'interim policy'
 - › focus resources on implementation of Bylaw 1181
 - › don't enforce processing prohibition if operation is permitted, complies with BL1181 and meets other conditions (TBD)

INTERIM POLICY

- pros

- › provide Industry with less uncertainty
- › formalize existing direction
- › increase public transparency
- › supports implementation of bylaw & relationships
- › retain enforcement option in egregious situations

- cons

- › unlikely to be supported by community
- › negative public perception of non-enforcement policy
- › benefits are partial and temporary - doesn't resolve the issue

ALTERNATIVE

- defer consideration until baseline noise/dust monitoring is complete
 - › summer/fall 2020
 - › better understanding of community impacts and provide opportunities for dialogue with residents

THANK YOU

