

FRASER VALLEY REGIONAL DISTRICT ELECTORAL AREA SERVICES COMMITTEE OPEN MEETING AGENDA

Thursday, January 14, 2021

1:30 pm

Zoom Conference Call

* This meeting will be webcast live and archived for future viewing at www.fvrd.ca

Pages

1. **CALL TO ORDER by Chief Administrative Officer**

MOTION FOR CONSIDERATION

THAT due to the Provincial Health Order issued by the Province of BC, that the Fraser Valley Regional District conduct meetings without the members of the public present in the Boardroom;

AND THAT the Fraser Valley Regional District continue to promote openness, transparency, accessibility and accountability by webcasting and archiving Board meetings online, allowing members of the public to write, email, call in or appear by Zoom with questions, and promoting public participation at meetings through social media channels.

2. **ELECTION OF ELECTORAL AREA SERVICES COMMITTEE CHAIR by Chief Administrative Officer**

7 - 8

Section 5.4.7 of Board and Committee Procedures Bylaw No. 1600, 2020 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. 1600, 2020

3. **ELECTION OF THE ELECTORAL AREA SERVICES COMMITTEE VICE CHAIR by Chief Administrative Officer**

4. **REMARKS BY ELECTORAL AREA SERVICES COMMITTEE CHAIR**

5. **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 January 14, 2021 be approved;

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

6. MINUTES/MATTERS ARISING

- 6.1. Draft Electoral Area Services Committee Meeting Minutes - December 8, 2020** 9 - 18

MOTION FOR CONSIDERATION

THAT the Minutes of the Electoral Area Services Committee Open Meeting held December 8, 2020 be adopted.

7. LEGISLATIVE SERVICES

- 7.1. Electoral Area Directors and Local Government Leadership Academy Forums: February 2-4, 2021** 19 - 28

- Corporate report dated January 14, 2021 from Jaime Van Nes, Director of Legislative Services
- Program Information for LGLA Virtual Leadership Forum February 3-4, 2021

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize Electoral Area Directors, as designated, to attend the 2021 Electoral Area Directors Forum and Local Government Leadership Academy Forum being held virtually between February 2 and 4, 2021;

AND THAT registration fees be approved from Budget 102, Electoral Area Administration.

- 7.2. 2021 Christmas Closure of FVRD Offices** 29 - 30

- Corporate report dated January 14, 2021 from Raf Jamil, Director of Corporate Services

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board approve the closure of the FVRD Corporate Offices to the public on December 29, 30, 31, 2021.

8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

- 8.1. FVRD Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021 and FVRD Electoral Area C Zoning Amendment Bylaw No. 1620, 2021 to facilitate the development of a Film Production Facility** 31 - 131

- Corporate report dated January 14, 2021 from David Bennett, Planner II
- Tree Management Report

- Wildlife Risk Assessment Report
- Environmental Impact Statement
- Preliminary Geo-Hazard Feasibility Review
- Site Plan
- Draft *FVRD Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*
- OCP Amendment Map
- Zoning Amendment Application

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board give first reading to *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* to facilitate the development of a Film Production Facility at 44390 Bayview Road, Electoral Area C.

THAT *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* to Director Bales or her Alternate in her absence;

THAT Director Bales or her Alternate in her absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*;

THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* in accordance with the Local Government Act;

THAT in the absence of Director Bales or her Alternate in her absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* the Fraser Valley Regional District Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing

regarding this matter;

THAT in accordance with Section 475 of the Local Government Act and FVRD policy First Nations Engagement on FVRD Land Use by-laws and other matters with statutory requirement to engage, a notice and referral of *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* be sent to potentially affected First Nations via the Stò:lō Connect referral system where possible;

THAT in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the Official Community Plan consultation strategy as outlined in the corporate report January 14, 2021 for *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*. The consultation strategy includes a notice and referral to the Stò:lō Connect referral system;

AND THAT the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* is consistent with the FVRD financial plan and FVRD waste management plan;

AND FURTHER THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* and any associated applications.

8.2. Agricultural Land Commission application – Two lot subdivision at 37071 Lougheed Hwy, Electoral Area G 132 - 139

- Corporate report dated January 14, 2021 from Julie Mundy, Planner I

MOTION FOR CONSIDERATION

THAT the application for a two (2) lot subdivision within the Agricultural Land Reserve at 37071 Lougheed Hwy, Electoral Area G be forwarded to the Agricultural Land Commission for consideration.

8.3. Agricultural Land Commission application – Proposed subdivision (lot line adjustment) at 38332 Nicomen Island Trunk Road, Electoral Area G 140 - 146

- Corporate report dated January 14, 2021 from Julie Mundy, Planner I

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board forward the application for subdivision (lot line adjustment) in the Agricultural Land Reserve at 38332 Nicomen Island Trunk Road, Electoral Area G to the Agricultural Land Commission with support

8.4. Development Variance Permit 2020-25 to reduce the front setback from 6.0 metres to 4.5 metres for a single-family dwelling at 10080 Mountainview Road, Electoral Area F

147 - 165

- Corporate report dated January 14, 2021 from Gavin Luymes, Planning Technician
- Draft DVP 2020-25
- DVP Application

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2020-25 to reduce the front setback from 6.0 metres to 4.5 metres for the proposed single-family dwelling at 10080 Mountainview Road, Electoral Area F, subject to the consideration of any comments or concerns raised by the public.

9. EMERGENCY MANAGEMENT

9.1. Letter to UBCM recommending a Standing Committee on Emergency Management

166 - 169

- Corporate report dated January 14, 2021 from Tarina Colledge, Emergency Management Specialist
- Draft letter to President Brian Frenkel, Union of BC Municipalities with respect to UBCM Flood and Wildfire Advisory Committee

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize the Board Chair to sign and send the attached letter to the Union of BC Municipalities requesting that the UBCM Flood and Wildfire Advisory Committee evolve into a standing committee on emergency management.

10. ADDENDA ITEMS/LATE ITEMS

11. REPORTS BY STAFF

12. REPORTS BY ELECTORAL AREA DIRECTORS

13. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

Email submissions can be made to info@fvrd.ca before 1 pm, January 13.
Alternatively, you may participate in public question period live on Zoom, by phone or computer using the Zoom information provided on the FVRD website.

14. ADJOURNMENT

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee Open Meeting of January 14, 2021 be adjourned.

4.1 0 Elections of the Board Chair and Vice Chair

4.10.1 The election of the Chair and Vice-Chair from among the 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 Corporate Officer.

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 themselves 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 Corporate Officer 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 Corporate Officer.

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 Corporate Officer 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 Corporate Officer.

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 (1 0) 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 Corporate Officer together with the Chief Financial Officer. The outcome of the ballot count will be announced to the Board by the Corporate Officer. 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 Corporate Officer. For greater certainty, 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 and Vice Chair of the Board.

4.10.14 In the case where the position of Board Chair or Vice Chair of the Board becomes vacant mid-term, elections for either of these positions will be conducted in accordance with the procedures set out in this section. For greater certainty, elections for the position of Board Chair and Vice Chair of the Board would then again be conducted at the next Inaugural Meeting.

4.10.15 For elections that take place while a meeting is being held by electronic or other communication facilities, if voting by secret ballot is not practical, Board Members may place their vote by way of an individual, confidential phone call to the Corporate Officer.

FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
OPEN MEETING MINUTES

Tuesday, December 8, 2020

1:30 pm

Zoom Conference Call

Members Present: Director Bill Dickey, Electoral Area D, Chair
Director Terry Raymond, Electoral Area A
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

Regrets: Director Dennis Adamson, Electoral Area B

Staff Present: Jennifer Kinneman, Chief Administrative Officer
Stacey Barker, Director of Regional Services
Tareq Islam, Director of Engineering & Community Services
Kelly Lownsbrough, Director of Finance/Chief Financial Officer
Jaime Van Nes, Director of Legislative Services/Corporate Officer
Sterling Chan, Manager of Engineering and Infrastructure
Angelique Crowther, Manager of Communications
Lance Lilley, Manager of Environmental Services
Andrea Antifaeff, Planner II
Tyler Davis, Fire Dispatch Management Communications Coordinator
Tracey Heron, Planning Assistant
Louise Hinton, Bylaw, Compliance and Enforcement Officer
Katelyn Hipwell, Planner II
Kristen Kohuch, Executive Assistant to CAO and Board (*recording secretary*)
Gavin Luymes, Planning Technician
July Mundy, Planner I

Also Present: One member of the public

1. CALL TO ORDER

Chair Dickey called the meeting to order at 1:32 pm.

Moved By RAYMOND

Seconded By STOBART

THAT due to the Provincial Health Order issued on November 19, that the Fraser Valley Regional District conduct meetings without the members of the public present in the Boardroom;

AND THAT the Fraser Valley Regional District continue to promote openness, transparency, accessibility and accountability by webcasting and archiving Board meetings online, allowing members of the public to write, email, call in or appear by Zoom with questions, and promoting public participation at meetings through social media channels.

CARRIED

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

Chair Dickey provided a brief summary of the Regional and Corporate Services Committee Meeting of December 8, 2020.

3. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND

Seconded By ENGAR

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of December 8, 2020 be approved;

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

CARRIED

4. MINUTES/MATTERS ARISING

4.1 Draft Electoral Area Services Committee Meeting Minutes - November 10, 2020

Moved By STOBART
Seconded By DIXON

THAT the Minutes of the Electoral Area Services Committee Open Meeting held November 10, 2020 be adopted.

CARRIED

5. LEGISLATIVE SERVICES

5.1 2021 FVRD Board & Committee Meeting Schedule

Staff noted that the draft 2021 FVRD Board & Committee Meeting Schedule has meetings scheduled on Thursdays in accordance with the new FVRD Committee and Board Procedures Bylaw.

Moved By DIXON
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board adopt the proposed 2021 FVRD Board & Committee Meeting Schedule.

CARRIED

6. FINANCE

6.1 2020 – 2024 Financial Plan Amendment

The Committee requested clarification on how changes in the Financial Plan for Mosquito Control is determined. Staff responded that the base fee for the contractors remains the same each year and fluctuations to the contractors' cost depend on changes in the river levels. Discussion ensued regarding tax requisition and budget reserves as it relates to Mosquito Control.

Moved By STOBART
Seconded By ENGAR

THAT the Fraser Valley Regional District Board direct staff to prepare for the Board's consideration an amendment to the Fraser Valley Regional District 2020 – 2024 Financial Plan Bylaw No. 1585, 2020 to include expenditures related to Mosquito Control.

CARRIED

6.2 Regional Grant-in-Aid Policy

Staff provided an overview of the proposed Regional Grant-in-Aid Policy and comparing it to the Electoral Area Grant-in-Aid Policy. Discussion ensued about Elizabeth's Wildlife Center and Wildsafe BC as it related to the Regional Grant-in-Aid Policy. It was noted that discussion of this item was related to the policy itself, and that any determination on awards of Regional Grant-in-Aids would be considered as part of the Board budgeting process.

Moved By BALES

Seconded By STOBART

THAT the Fraser Valley Regional District Board approve the attached Regional Grant-in-Aid Policy, effective January 1, 2021 and repeal the Grant-in-Aid Policy dated October 26, 1999.

CARRIED

6.3 2020 Grant-In-Aid Request – Deroche Elementary School, Electoral Areas "C" & "G"

Moved By BALES

Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,215 to the Deroche Elementary School, \$2,250 funded from the 2020 Electoral Area "C" grant-in-aid budget and \$2,965 funded from the 2020 Electoral Area "G" grant-in-aid budget, to help offset the costs of outdoor learning materials, field trips, ponchos, shovels and risers for their fine arts program.

Concerns were raised noting that the main motion did not reflect the fact that the grant-in-aid was submitted by the Deroche Elementary School Parent Advisory Committee ("PAC") in a revised amount of \$3,000, and the following amendment was introduced:

Moved By BALES

Seconded By STOBART

THAT the main motion be amended to insert the word "PAC" after the words Deroche Elementary School, and the amount be updated to \$5,965 with \$3,000 funded from the 2020 Electoral Area "C" grant-in-aid budget, and \$2,965 funded from the 2020 Electoral Area "G" grant-in-aid budget.

CARRIED

Discussion and voting took place on the main motion as amended:

Moved By BALES

Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,965 to the Deroche Elementary School PAC, \$3,000 funded from the 2020 Electoral Area "C" grant-in-aid budget and \$2,965 funded from the 2020 Electoral Area "G" grant-in-aid budget, to help offset the costs of outdoor learning materials, field trips, ponchos, shovels and risers for their fine arts program.

CARRIED

7. ENGINEERING & UTILITIES

7.1 Harrison Mills and Hemlock Valley Transfer Station Operation Contract

The Committee offered comments in support of this item.

Moved By RAYMOND

Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize its signatories to execute a three year contract with Lacey Developments Ltd. to operate the Harrison Mills and Hemlock Valley Transfer Stations for an annual cost of \$43,680 plus taxes;

CARRIED

7.2 Sylvester Road Transfer Station Operation Contract

Staff clarified that the contract includes the cost of the transfer station attendant.

Moved By DAVIDSON
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board authorize its signatories to execute a three year contract with Lacey Developments Ltd. to operate the Sylvester Road Transfer Station for an annual cost of \$25,225 plus taxes;

CARRIED

8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

8.1 Development Variance Permit 2019-31 to vary size requirements for an accessory building at 9966 Llanberis Way, Electoral Area D

Moved By STOBART
Seconded By DIXON

THAT the Fraser Valley Regional District issue Development Variance Permit 2019-31 for 9966 Llanberis Way to increase the maximum area of an accessory building from 45 square meters to 57.6 square metres, subject to consideration of any comments or concerns raised by the public.

CARRIED

8.2 Development Variance Permit 2020-23 to vary the front lot line setback from 4.6 metres to 1.58 metres for an accessory structure at 48585 Chilliwack Lake Road, Electoral Area E

The Committee offered comments in support of this item.

Moved By ENGAR
Seconded By DIXON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2020-23 for 48585 Chilliwack Lake Road, Electoral Area E, to reduce the front lot line setback from 4.6 metres to 1.58 metres for an existing accessory structure, subject to consideration of any comments or concerns raised by the public.

CARRIED

8.3 Zoning Bylaw Amendment No. 1619, 2020 to address Temporary Tourist Accommodation in Snow Avalanche Hazard Areas, Hemlock Valley, Electoral Area C

The Committee noted that if this item is approved by the Board, a Public Hearing may be held in January, 2021.

Moved By BALES

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1619, 2020* to amend Schedule C in Zoning Bylaw 100, restricting Temporary Tourist Accommodation in areas identified as being in the 'Blue Zone' in the 2020 Dynamic Avalanche Consulting Ltd. *Hemlock Valley Snow Avalanche Assessment*;

THAT *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1619, 2020* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1619, 2020* to Director Bales, or her alternate in her absence;

THAT Director Bales or her alternate in her absence preside over and Chair the Public Hearing with respect to proposed *Bylaw 1619, 2020*;

AND THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Bylaw 1619, 2020* in accordance with the Local Government Act;

AND FURTHER THAT in the absence of Director Bales, or her alternate in her absence at the time of the Public Hearing with respect to proposed *Bylaw 1619, 2020* the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

AND FINALLY THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Bylaw 1619, 2020*.

CARRIED

8.4 Modification of Covenant BT217825 for 53722 Berston Road, Electoral Area D

Moved By BALES

Seconded By ENGAR

THAT the Fraser Valley Regional District Board approve the amendment of Covenant BT217825 registered on title to 53722 Berston Road, substantially as drafted and attached hereto.

CARRIED

8.5 Covenants – Proposed Three (3) Lot Subdivision at 20559 Edelweiss Drive, Electoral Area C

Moved By BALES

Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize staff to execute all legal documents relating to the three lot subdivision of 20559 Edelweiss Drive, Electoral Area C, including the registration of section 219 (Land Title Act) covenants relating to riparian areas protection, geo-hazards, storm water management and utility connections

CARRIED

8.6 Agriculture Land Commission Application - Non-Adhering Residential Use at 53788 McGregor Road, Electoral Area D

Staff commented the Regional District's Building Department will ensure the existing residence is removed before occupancy is permitted for the new residence.

Moved By STOBART

Seconded By DIXON

THAT the ALC application for a non-adhering residential use (building a new principal residence while occupying an existing residence) within the Agricultural Land Reserve for the property located at 53788 McGregor Road, Electoral Area D, be forwarded to the Agricultural Land Commission for consideration;

AND THAT the Agricultural Land Commission consider the FVRD staff report dated December 8, 2020 under file number 3015-20 2020-06.

CARRIED

8.7 Request for FVRD to initiate a zoning amendment for five privately owned properties adjacent to Coquihalla River Provincial Park, Area B

The Committee commented that Director Adamson, Electoral Area B would like more time to reach out to the community regarding this item, resulting in the following motion:

Moved By BALES

Seconded By RAYMOND

THAT the request for the Fraser Valley Regional District to initiate a zoning amendment for five privately owned properties adjacent to the Coquihalla River Provincial Park, Area B be referred back to staff.

CARRIED
Director Dixon Opposed

8.8 Bylaw Offence Notice Enforcement Amendment Bylaw No. 1618, 2020

Moved By STOBART

Seconded By ENGAR

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1618, 2020*.

CARRIED

9. ADDENDA ITEMS/LATE ITEMS

None.

10. REPORTS BY STAFF

Ms. Kinneman introduced the new Manager of Communications, Angelique Crowther.

11. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported on the hard work of his community staying COVID-safe, thanked staff for providing technical support for Zoom Meetings, and thanked front-line and healthcare workers for their excellent work.

Director Taryn Dixon reported on a Cultus Lake Water Safety Working Group Meeting, and recent work on the Lakeside Trail at Cultus Lake.

Director Raymond reported on a 'Stuff the Cruiser' fundraiser in Boston Bar which raised 600 pounds of food products and over \$3,000 in donations.

Director Bales commented on correspondence with community members of Electoral Area C.

Director Dickey reported on recent development at the Minter Gardens site, Electoral Area D, and an upcoming Public Hearing with respect to updates to the Official Community Plan in his area.

12. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

There were no written questions submitted with respect to items on the agenda. Staff commented that members of the public were provided the opportunity to join the Zoom call by computer or over the phone and ask questions to the Board. It was noted that one member of the public was present at the meeting but no questions were received.

13. ADJOURNMENT

Moved By STOBART

Seconded By RAYMOND

THAT the Electoral Area Services Committee Open Meeting of December 8, 2020 be adjourned.

CARRIED

The Electoral Area Services Committee Open Meeting of December 8, 2020 adjourned at 2:27 pm.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair

To: Electoral Area Services Committee

Date: 2021-01-14

From: Jaime Van Nes, Director of Legislative Services

File No: 0530-01

Subject: Electoral Area Directors and Local Government Leadership Academy Forums: February 2-4, 2021

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize Electoral Area Directors, as designated, to attend the 2021 Electoral Area Directors Forum and Local Government Leadership Academy Forum being held virtually between February 2 and 4, 2021;

AND THAT registration fees be approved from Budget 102, Electoral Area Administration.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

Each year, UBCM holds its Electoral Area Directors Forum in conjunction with the Local Government Leadership Academy Forum. In years past, both these events were held in person over a four-day period in Richmond, BC.

The Electoral Area Directors Forum focuses on issues of concern to Electoral Area Directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. The Local Government Leadership Academy (LGLA) aims to provide local government and First Nation officials with comprehensive, timely and dedicated leadership development opportunities.

DISCUSSION

This year, due to the COVID-19 pandemic, the forums are being held in a virtual format. The Electoral Area Directors Forum will begin at 1pm on February 2, and end at noon on February 3. The LGLA Forum will begin at 1pm on February 3 and end at 4:30pm on February 4.

The agenda for the Electoral Area Director Forum is still being finalized. To date, the following speakers and presentations have been confirmed on the UBCM website:

- Honourable Josie Osborne, Minister of Municipal Affairs
- UBCM President, Brian Frenkel
- Rural Broadband, with staff from the Ministry of Citizens' Services
- Cannabis Odour, with Neal Carley, Metro Vancouver
- Future of BC's Food System, with staff from the Ministry of Agriculture
- Flood and Fires in Rural Areas, with staff from EMBC

The Agenda for the LGLA Forum, attached, focuses on how the events of 2020 have shaped local government, what changes are here to stay, and what skills, technology and resources will be need to navigate the uncharted waters.

COST

As both this year's Electoral Area Director and LGLA forums are held in virtual formats, the only cost associated with attendance is the registration cost of \$75, plus GST (Electoral Area Directors Forum) and \$200, plus GST (LGLA Forum).

COMMENTS BY:

Kelly Lownsbrough, Chief Financial Officer/ Director of Finance: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

LGLA Virtual Leadership Forum February 3-4, 2021



Core Forum Program Runs February 3-4

The Leadership Forum entitled ***“Leading in Unprecedented Times: Drafting a Blueprint for the New Normal”***, will take place **Wednesday February 3rd, 1pm to 4:30pm**, and continue with full day of programming on **Thursday February 4th, from 8:45am to 4:30pm**.

In keeping with the theme, the Forum will be exploring how the events of 2020 have shaped local government, what changes are here to stay, and what skills, technology, and resources will be crucial to navigate uncharted waters.

Forum Program **Week** Runs February 1-5

The core Forum program will run on Wednesday and Thursday February 3-4, however delegates will be able to “enter” LGLA Forum Week on Monday February 1st to explore the site and to interact with other delegates.

Bonus content will be added right up to Friday February 5th.

LGLA Forum platform will also house UBCM's **EA (Electoral Area Directors) Forum February 2-3 – Tuesday 1pm-4pm and Wednesday 9am-12 noon**, prior to the start of the LGLA Forum. Delegates will need to register for the EA Forum separately to access the dedicated content. All EA Forum registrants receive a \$25 discount to attend the LGLA Forum.

We hope that we will reach a record number of local government and First Nations elected officials and senior staff, and that technology will bring more of us together than ever before.

Please sign up early to help us correctly identify our broadband capacity requirements!

Participation cost is \$200 per delegate. Register through CivicInfo here (<https://www.civicinfo.bc.ca/event/2021/LGLA-L>

Introducing Our Keynote: **Nora Young**

Host of CBC Radio's *Spark* | Author of *The Virtual Self*

Nora Young is the host and the creator of *Spark*, a national radio show and podcast about technology and culture, which airs on CBC Radio. She was the founding host of CBC Radio's *Definitely Not the Opera*, where she often discussed topics related to new media and technology.

Her work has also appeared online, on television, and in print. As a journalist, author, and speaker, Nora explores how new technology shapes the way we understand ourselves and the world around us. Her book, *The Virtual Self*, focuses on the explosion of data about our behaviours, thoughts, opinions and actions.

Seeing the Forest and the Trees: Big Data, Resilience, and Community Post-COVID

The explosion of data about our lives offers great potential for building more responsive, resilient, digitally-driven communities, in particular, through Artificial Intelligence. At the same time, digital strategies raise questions of equality of access, privacy, and AI ethics. Nora looks at big picture changes in our data-driven future, how to prepare for those changes, and pitfalls to watch out for, in her February 3rd address to the delegates of the LGLA Forum.



Nora Young, CBC Radio Host, Speaker, Author of "The Virtual Self"

Program Highlights

Saanich, Our Virtual Host

The Forum's province-wide journey begins in Saanich, with **Mayor Fred Haynes** leading the welcome as the mayor of the virtual host, the District of Saanich.

Keynote, Nora Young, CBC – Seeing The Forest And The Trees

Keynote Speaker, Nora Young of CBC Radio talks about the potential and the questions raised in our data-driven, digital world. Keynote will be followed by live Q&A.

Plenary Workshop – Local Government Management Association (LGMA) Presents: The New Normal – Building Constructive Council/Board Relations

Facilitator **Reece Harding** of Young Anderson, is joined by **Mayor Karen Elliott & CAO Linda Glenday** from the District of Squamish, to examine how the last year has changed the way local governments conduct business. Plenary will include virtual small-group discussion and workshop, highlighting tools and skills you can use to prevent conflict around the table from spinning out of control

Municipal Finance Authority (MFA) Presents: Investing Local Government Reserves for the Long Term & Other Investment Topics

Peter Urbanc, CEO of Municipal Finance Authority (MFA) leads a presentation on the timely topic of challenges facing BC's local governments in managing their investments in an era of ultra-low interest rates and budgetary pressures created by unexpected events such as the COVID 19 pandemic. As reserves across the local government system have grown significantly over the last decade, so too have the challenges of earning above inflationary returns to meet future capital needs. Given the limited fixed income investment options traditionally available to LGs, MFA has introduced several new investment options over the last few years and is planning on introducing a new investment fund in 2021 that will, for the first time ever, invest in global investments across multiple asset classes, including equities. An understanding of the opportunities and risks associated with a Global Growth Fund, as well as strengthening of investment planning, policies, approaches and governance structure will be critical. The session will also include a broad summary of how local governments have dealt with the financial impacts of the pandemic in

2020, what may be in store for 2021, as well as an quick overview of recent developments in the socially responsible investment space that has become a topic of interest for a small but growing number of municipalities and regional districts.

Moving To Recovery: What We Learned From A Crisis

Moderator **Nicola Marotz (Ministry of Municipal Affairs)**, leads a panel discussion comprised of elected officials as they share their experiences with mill closures; opioids; homelessness; floods; wildfires...and what they believe helped them and their communities through recovery and to emerge stronger than ever. Join **Mayor Sarrah Storey, Mayor Lyn Hall, Councillor Laurey-Anne Roodenburg** and **Electoral Area Director Al Richmond**, as they share their communities' stories of resiliency. Panel discussion will be followed by a live Q&A session.

Indigenous-Local Government Relations

Session examining how collaboration during things like COVID, is shaping the future in Indigenous-Local Government Relations in the Province.

Business Rebound Part I – Business and Economy Rebound – Lidstone & Company Law Corporation

Panel discussion about what local governments can do to support business recovery, economic development and job creation in their communities during the final stages of the pandemic and after the health orders are lifted. What are the opportunities and best practices, past and upcoming? Discussion will centre around the role local governments will continue to play in assisting business recovery, the biggest challenges facing the business community, and how different sectors (including the Province, Canada, regions, and municipal associations) can collaborate and communicate in innovative ways to further common interests in the context of equity, diversity and climate change challenges.

Moderator: Don Lidstone, Lidstone & Company. Presenters: TBA. Presentation will be followed by Q&A period.

Business Rebound Part II – Ways To Improve Resilience – Municipal Insurance Association of BC (MIABC)

Join **Tom Barnes, Megan Chorlton** and **Sandra Mayo** (MIABC) as they highlight the importance of resilience, and how organizations can manage crises and disruptions to operations. Through case studies of challenges being turned into opportunities,

delegates will gain insight into how resilient organizations can “bounce back” from events such as economic downturns, and the effects of crisis, such as the adverse effects of climate change

Valuing Diversity In Leadership

Join **Jan Enns** of Jan Enns Communications as she facilitates exploration of diversity in leadership. How do we harness the best of diverse leadership styles and skills; how do we create environments that value those skills; and what can leaders do around their decision-making table to make valuing diversity the gold standard in our rapidly evolving world. Moderator, **Sooke Mayor Maja Tait**, will be joined by elected officials around the province: **Mayor Richard Stewart of Coquitlam, Mayor Toni Boot of The District of Summerland, Mayor Michelle Staples, from the City of Duncan and Councillor Arjun Singh from Kamloops.**

Roundtable on Sustainability and Climate Change

Never taking their eyes off the target, municipalities kept up their work on Sustainability and Climate Change through the pandemic. **Rebecca Newlove**, Manager of Sustainability for the Corporation of the District of Saanich, talks about the award-winning District of Saanich 2020 Climate Plan. What does the future hold? Can we apply the crisis management momentum to our ongoing quest to deal with climate change.

Technology “Takeover”

In this session, **Todd Pugh, Executive Director of CivicInfo BC, and Tracey Lorenson of Paragon Strategic**, explore the opportunities and challenges that rapidly evolving technology represents. What have municipalities learned from responding to the 2020 communications challenge (remote workforce, virtual council meetings, engaging with the public). Going “back” is not an option, but what does the new hybrid look like with the increasing emphasis on communications, and being tech-ready.

Cross Canada Road-Trip

Join Dr. Gordon McIntosh as he takes us on a scenic tour coast to coast to highlight current trends, exploring their relevance to British Columbia.



Address by the Minister of Municipal Affairs

We are pleased to announce that the Minister of Municipal Affairs, ***The Honourable Josie Osborne*** will be addressing the delegates of the 2021 Virtual Leadership Forum on Thursday February 4th.

Register Now – Join our Expanding Broadband Audience

Please sign up early to help us correctly identify our broadband capacity requirements!

Participation cost is \$200 per delegate. Register through CivicInfo here (<https://www.civicinfo.bc.ca/event/2021/LGLA-L>

To: Regional and Corporate Services Committee

Date: 2021-01-14

From: Raf Jamil, Director of Corporate Services

File No: 2650-02-General

Subject: 2021 Christmas Closure of FVRD Corporate Offices

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve the closure of the FVRD Corporate Offices to the public on December 29, 30, 31, 2021.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The Fraser Valley Regional District has closed its offices to the public during the week following Christmas since 2014. If this trend is to continue, we are required to provide our staff with formal notice so that they may coordinate the use of their personal holidays for this time. Providing this much notice is required under the Collective Agreement.

DISCUSSION

Since 2014, the FVRD office has been closed to the public between Christmas and New Year's Day. In 2021, the holidays fall in such a way that December 29, 30 and 31 are sandwiched between the Christmas and New Year statutory holidays.

Staff believe that these three days provide limited service to the public and is requesting that the Board authorize the office closure to the public. Should the Board approve this closure, staff would:

- Post the closure on the FVRD website, social media channels and on the FVRD corporate office entrances prior to the closure;
- Staff would be permitted to take vacation, earned days off and/or unpaid leaves of absence for these three days; and
- The FVRD switchboard will not be open to accepting calls, with the exception of Emergency call outs.

COST

There are no costs implications associated with this recommendation.

CONCLUSION

The holidays fall in such a way that three days are sandwiched between Christmas and New Year statutory holidays. Staff believe that these three days provide limited service to the public and are requesting that the Board authorize the office closure to the public.

COMMENTS BY:

Kelly Lownsbrough, Chief Financial Officer/ Director of Finance: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

To: Electoral Area Services Committee

Date: 2021-01-14

From: David Bennett, Planner II

File No: 3360-25-2020-01

Subject: Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021 and Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021 to facilitate the development of a Film Production Facility

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving first reading to *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* to facilitate the development of a Film Production Facility at 44390 Bayview Road, Electoral Area C.

THAT *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* to Director Bales or her Alternate in her absence;

THAT Director Bales or her Alternate in her absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*;

THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* in accordance with the Local Government Act;

THAT in the absence of Director Bales or her Alternate in her absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* the Fraser Valley Regional District Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

THAT in accordance with Section 475 of the Local Government Act and FVRD policy First Nations Engagement on FVRD Land Use by-laws and other matters with statutory requirement to engage, a notice and referral of *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* be sent to potentially affected First Nations via the Stò:lō Connect referral system where possible;

THAT in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the Official Community Plan consultation strategy as outlined in the corporate report January 14, 2021 for *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*. The consultation strategy includes a notice and referral to the Stò:lō Connect referral system;

AND THAT the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* is consistent with the FVRD financial plan and FVRD waste management plan;

AND FURTHER THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* and any associated applications.

STRATEGIC AREA(S) OF FOCUS

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

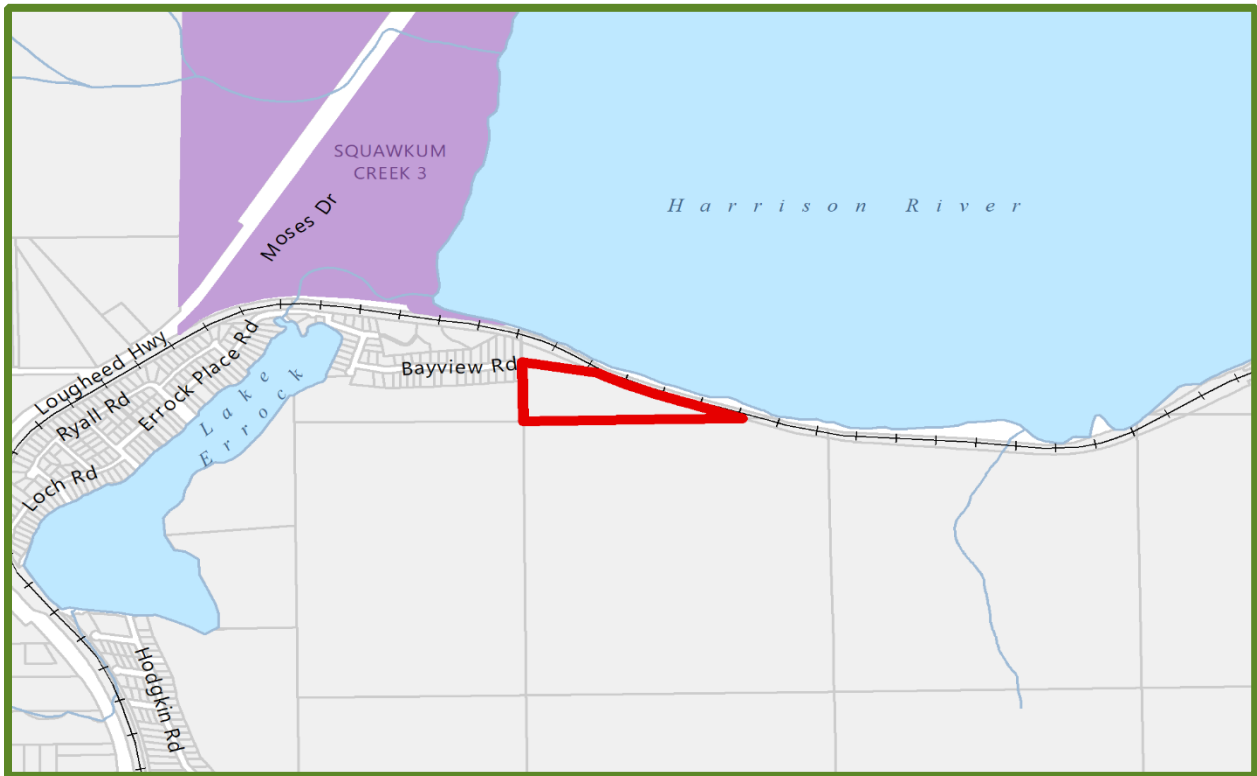
BACKGROUND

The purpose of *Fraser Valley Regional District Electoral Area C Official Community Plan Amendment Bylaw No. 1621, 2021* and *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* is to facilitate the development of a Film Studio and Soundstage at 44390 Bayview Road, Electoral Area C.

PROPERTY DETAILS			
Electoral Area	C		
Address	44390 Bayview Road		
PID	002-041-154		
Folio	775.06714.025		
Lot Size	12.984 acres		
Owner	1064542 BC Ltd (Arcana Studios, Sean O'Reilly)	Agent	Samira Khayambashi (Aplin & Martin Consultants Ltd)
Current Zoning	Rural 3 (R-3)	Proposed Zoning	Rural 6 (R-6)
Current OCP	Limited Use (LU)	Proposed OCP	Rural (R)
Current Use	Residential	Proposed Use	Film Studio
Development Permit Areas	Geologic Hazard Development Permit Area 1-C and 3-C Riparian Areas DPA		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES		
North	^	Rural 3 (R-3); Single Family Dwelling, Canadian Pacific Railway, Harrison River
East	>	Rural 4 (R-4), Rural 3 (R-3); Canadian Pacific Railway, Harrison River
West	<	Rural 3 (R-3), Rural Residential 2 (RS-2); Crown land, Single Family Residences
South	v	Rural 3 (R-3); Crown Land

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

To facilitate the development of a Film Studio and Soundstage at 44390 Bayview Road, an OCP amendment and rezoning are required. The proposed development is described as a Director's Retreat for film production. The facilities include camera equipment, lighting, set decoration, hair, a viewing theatre and more. The proposal would allow for an entire production to be produced and delivered at a single location, without the need to deliver equipment to the site for each production.

Application details:

- The proposal will host productions of 1 to 3 weeks in duration.
- Operating hours are proposed to be 7:00AM to Midnight, 6 days a week.
- On-site staffing is 5 to 15 people each day.
- Large production will have more than 100 employees on site.
- The existing house is proposed for on-site worker accommodation.
- 20m Landscape Buffer around the perimeter of the property.

Proposed Construction:

New Building	Soundstage	10,000 sq ft
New Building	Studio	15,000 sq ft
New Building	Production Office	7000 sq ft
Relocate Existing House	Production House	5000 sq ft
Staff Parking	12 spaces + Bus + Commercial Delivery	

Supporting Technical Reports Submitted:

<https://cloud.fvrd.ca/index.php/s/ciX3uh2kHb8M4QS?path=%2FZONooo68/>

Conceptual Servicing Plan:

The conceptual plan, prepared by a Professional Engineer, identifies how the proposed development will be provided with FVRD Community water and on-septic service.

Environmental Impact Assessment Report:

The report addresses environmental considerations such as tree conservation and riparian areas. The objective of the report is to identify and protect important environmental values that are important to Electoral Area C community values by providing a high-level summary of the proposed development and its potential impact.

Preliminary Arborist Report:

This report is intended to address tree preservation relative to the development application. Site clearing will be limited to the needs for new buildings and parking.

Wildfire Hazard Assessment Report:

The overall objective of this report is to assess the potential wildfire threat and provide recommendations and tools to reduce this threat to the development site.

Preliminary Geo-Hazard Feasibility Review:

The purpose of this report is to provide a qualitative geo-hazard feasibility review of the subject property.

Traffic Impact Assessment:

The purpose of this report is to review concerns regarding trip generation for the proposed development and rail crossing impacts. The report concludes that the intersections from Highway 7 to the site will have low impacts in terms of delays and queue lengths. These intersections have low overall delays. The additional traffic generation does not trigger changes to the existing rail crossing. Parking can be accommodated on site.

PROPOSED ZONE – RURAL 6 (R-6)

The Rural 6 zone was developed for a site specific application for a film production facility in Electoral Area F in 2000. The Rural 6 zone was drafted to mitigate impacts on neighbours by requiring vegetated buffers and general regulations that prohibit activities whereby lighting used for film production is directed onto any adjoining lands. The public hearing for the parcel zoned Rural 6 in 2000 did not generate negative comments; the primary public response was positive. FVRD staff are not aware of any ongoing or outstanding neighbour concerns with the operation of the existing film production facility in Electoral Area F or concerns with the zoning bylaw's regulations regarding film production or the Rural 6 zone.

The applicant wishes to rezone 44390 Bayview Road to the Rural 6 zone. However, because the Rural 6 zone contains a broad list of permitted primary and secondary uses, not all of those uses are proposed for 44390 Bayview Road. The following is a summary of the uses permitted, and the uses proposed:

The Rural 6 Zone permits the following land uses:

- Residential
- Film Production Facility Use
- General Agricultural Use
- Public Use
- Accessory Boarding Use
- Accessory Cottage Industry Use
- Accessory Family Residential Use
- Accessory Film Production Conference Facility
- Accessory Home Occupation Use
- Accessory Off-Street Parking Use
- Accessory Outdoor Storage Use
- Accessory Produce Sale Use

- Medical Marijuana Grow Operation

Of these permitted land uses, the proposed development will be limited to the following uses:

- Residential
- Film Production Facility Use
- Accessory Film Production Conference Facility
- Accessory Off-Street Parking Use
- Accessory Outdoor Storage Use

The intent of the proposed development is to accommodate a film production facility, which will entail a studio, a soundstage, accessory office space and parking for production staff. A single-detached home is also proposed for the Subject Site, either by relocating the existing single-detached dwelling or demolishing and constructing a new dwelling. The dwelling is not intended to be a permanent home, but instead used for intermittent overnight stays in conjunction with film production. As a result, any overnight accommodation on the Subject Site should be limited to "Accessory Film Production Conference Facility" use, which allows for:

- a) overnight accommodation of guests in a lodge or cabins;
- b) the provision of food or meals to guests; and,
- c) a maximum of 2,000 square metres floor area of all buildings used for overnight accommodation, meals, and accessory film production conference facility uses.

Despite the intent to have only intermittent overnight accommodation, a 'Residential' land use may be required in the future if the purpose of the dwelling unit changes to provide more permanent accommodations.

It is recommended that a restrictive covenant be offered to limit the proposed uses to only those listed above. Such a covenant would have to be offered by the owner, accepted by the FVRD and then registered on title prior to consideration of bylaw adoption.

Early and Ongoing Public Consultation

The FVRD encourages applicants to discuss their proposals with neighbours early in the development process. The applicants are planning on providing a community mailout to provide specifics about the proposal. Following the mailout, the applicant will then have an opportunity to amend their application, if necessary, to respond to community concerns and comments.

An official Public Hearing will be scheduled after First Reading of the Zoning Bylaw Amendment and Official Community Plan Amendment. FVRD staff anticipate the following sources of public interest:

- Type, timing, and intensity of traffic activity.
- Environmental Impact including grading, surfacing, and land clearing.
- Noise and light pollution due to film production and related activities on the property.

OFFICIAL COMMUNITY PLAN AMENDMENT CONSULTATION:

In accordance with the *Local Government Act*, when adopting or amending an official community plan the Board is obliged to consult with other organizations and agencies. The Board is obliged to consider whether consultation is required with First Nations, senior government agencies or other organizations. In accordance with the FVRD First Nations Engagement policy, it is recommended that a notice and referral of the proposed bylaw be referred to the Sq'ewlets First Nation and the Stó:lō Nation via Stó:lō Connect referral system prior to public hearing.

In accordance with the *Local Government Act*, after First Reading, the regional Board must consider the proposed Official Community Plan amendment in conjunction with Regional District's current Regional Growth Strategy, financial and waste management plans. With regards to the financial plan, this project would be funded by the developer. The proposed bylaw is compatible with and consistent with the FVRD Five Year Financial Plan and Solid Waste Management Plan.

In terms of the FVRD Regional Growth Strategy (RGS), the bylaw is consistent with the 2004 RGS. Goal 7 – Achieve Sustainable Economic Growth supports employment growth and economic diversification in smaller communities. The bylaw is also consistent with the 2020 Draft RGS Update. Under Goal 2 – Economic Strength and Resiliency – is policy 2.1 e. *Support initiatives that provide employment opportunities in rural communities and electoral areas, including Indigenous communities.*

COST

Rezoning application fee, \$2,800.00 PAID

OCP application fee, \$4,000.00 PAID

The proposed development will not add new FVRD owned and operated infrastructure.

CONCLUSION

In order to determine whether or not to recommend proceeding to First Reading; FVRD staff's consideration included the following:

- The applicant submitted all of the required technical assessments. Those assessments conclude that the proposed Film Studio and Soundstage is feasible.
- The proposal can be served by the existing FVRD water system.
- The location is at the end of Bayview Road with two immediate neighbours.
- The Rural 6 zone includes a minimum 20m vegetated buffer from the property boundary, the proposal accommodates this buffer around the entire property.

- Proceeding to First Reading will initiate neighbourhood consultation and allow the applicant to review and respond to any concerns prior to proceeding to a public hearing.

COMMENTS BY:

Graham Daneluz, Director of Planning & Development: Reviewed and supported

Kelly Lownsborough, Chief Financial Officer/ Director of Finance: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

TREE MANAGEMENT REPORT FOR DEVELOPMENT APPLICATION PURPOSES

Initial Issuance: **November 16, 2020**

ACL File: **20170**

Revision # **0**

Prepared for: **Sean O'Reilly**
Harrison Productions Inc
 44390 Bayview Rd
 Agassiz, BC V0M 1N0

Prepared by: **Norman Hol**
 Principal and Senior Consultant

Project: **Proposed Arcana Film Studio**
44390 Bayview Road Agassiz BC

BACKGROUND

Our site investigations were performed on October 8 and October 21, 2020. This report is intended to meet municipal tree bylaw and/or other regulations for tree preservation relative to a development application. If the project requires advance works or site activities such as demolition, site preparation, fill placement, excavation/shoring or other works that may impact trees, then a separate tree management report and drawing specific to those works may be required by the city.

Reference documents provided by the client include; *Topographic Survey* and the current *Conceptual Site Plan* with the proposed Landscape Buffer and SPEA setbacks. We understand that the remainder of the property, outside of those buffer and SPEA setback areas are proposed to be cleared.

We have undertaken an assessment of existing forests within the site using stand assessment methods to determine tree density, species composition, age class, structural class and general health condition. Our site assessment also includes consideration of topography, anticipated site changes, soil and drainage conditions, history of past tree failures, and other relevant factors.

The reader is advised to review appendix A (photos from site visit) and appendix B (tree management drawing) for additional details.

TREE ASSESSMENT FINDINGS

The site is on a north facing slope partially protected from southerly winds by the rising topography to the south of the property, but exposed to northerly outflows by a large wind fetch across Harrison Bay and Harrison River. Historical clearing for a residential and shop area within the west-central area of the site has created a large opening in the stand that appears to be well acclimated to the prevailing winds, and forest stand edges appear mostly windfirm in their present condition. Exceptions are in small zones to the eastern side of the clearing area where some recent pockets of tree removals have been undertaken and new forest edges are apparent. These new forest edges also appear windfirm considering the full crowns and well tapered trunks of the primary canopy trees.

The forested portion of the site contains a closed canopy forest of predominantly bigleaf maple, along with minor components of other native species. The primary canopy is generally 30m tall, with cedar extending up to 35m tall and fir extending up to 40m tall.

We undertook stand plot sampling at 4 locations, including 1 20m by 20m plot (400m²) and 3 plots of 10m radius (314m² each).

The total area of the proposed clearing, excluding the previously cleared lands, the landscape buffers and the proposed SPEA, is estimated to be 16,500m². Via a count of trees within the plot sample areas, we have determined the following:

Table 1. Tree Stand Composition and Quantity of Proposed Removal Trees

Species	Stand Composition	Trees to be Removed
Bigleaf maple (<i>Acer macrophyllum</i>)	63.2%	264
Western redcedar (<i>Thuja plicata</i>)	11.8%	49
Paper birch (<i>Betula papyrifera</i>)	8.8%	37
Red alder (<i>Alnus rubra</i>)	8.8%	37
Douglas-fir (<i>Pseudotsuga menziesii</i>)	5.9%	25
Cascara (<i>Rhamnus purshiana</i>)	1.5%	6
TOTALS	100%	418

These quantities are estimates only, limited by the stand plot sampling methods. Due to variabilities in the stand the actual quantities will vary.

BUFFER AND SPEA ASSESSMENT FINDINGS

NORTH AND WEST LANDSCAPE BUFFERS

The proposed 20m buffer along the northern and western perimeters of the site has a sparse stand of trees, remnant from the native forest stand, and many of which have been previously topped. There is significant exposure to northerly winds, however both of these zones appear to have been exposed to these winds for many decades, and the trees have generally acclimated and growth to have developed superior structural form characterized by increased trunk taper, crowns to near ground level and shorter stouter general form. The site changes from clearing is expected to have negligible impacts to the wind exposure to these trees, however these zones should be inspected thoroughly by the project arborist during the land clearing using Tree Risk Assessor Qualification (TRAQ) methods to identify any high risk trees that may require treatment to mitigate risks to the site.

Some growing site changes such as to overland drainage, soil hydrology and sun exposure may occur. Long term health impacts to these trees may result. Proactive mitigation measures such as using wood chip waste from land clearing as a soil amender to be placed within the buffer along the clearing interface may assist with reducing soil desiccation. This work should be directed by the project arborist at the time of land clearing. Reactive measures such as reinspection of the trees by the project arborist on an annual schedule over a five year acclimation period will also enable the tree health to be monitored as well as provide an opportunity to check for risk trees as a site safety protocol.

SOUTH LANDSCAPE BUFFER

The approximate alignment of the proposed clearing interface was estimated through range finder reviewed to the extent possible, with access limited by topographic obstacles in certain locations and with the limitation that the actual alignment of the buffer and the property line were not surveyed in the field. The buffer in this section of the site will form a continuous stand with the adjacent crown lands to the south. The interface appears to contain some trees that have overt defective form issues such as dieback and/or decay from natural causes, and selective removal of vulnerable trees will be necessary. In order to manage the risks associated with those defective trees, this buffer should be inspected thoroughly by the project arborist during the land clearing using TRAQ methods to identify any high risk trees that may require treatment to mitigate risks to the site.

The slope conditions and the northern exposure limits the potential for impacts from drainage changes and sub exposure, however reduced soil moisture is possible, and this can be mitigated by applying wood chip waste from site clearing as a soil amender. The project arborist can direct this work at the time of land clearing.

EAST SPEA

The proposed clearing interface with the SPEA is in a zone of forest stand that is more sparse than the main clearing area and, combined with the micro-topography (i.e. small ravine), these growing site conditions have exposed individual trees to greater wind stresses over time. The primary canopy trees within the SPEA have developed a stronger form as a result. There are some individual trees that have pre-existing defects such as but not limited to; understory or suppressed class trees with spindly and top heavy form, significant lean toward the development area of the site, overt decline or dead trees, trees with wounds and decay, etc.

For a comprehensive Wildlife and Danger Tree Assessor (WDTA) methods of assessment to identify the Danger Trees, the clearing interface along the SPEA alignment will need to be advanced. At present, I have estimated that 10 Danger Trees will require treatment (felling or conversion to wildlife stems), however this quantity may change depending on the actual location and proximity of the defective trees once the clearing alignment is known. A comprehensive assessment by the project arborist is required at that time.

TREE PROTECTION PRESCRIPTION

Our specified ***Tree Protection Zone (TPZ)*** consists of the following;

- ***Crown Protection Zone (CPZ)***: denotes the dripline; the furthest extent of branches and foliage projected to the ground below – a zone where aerial encroachment is not desirable. Buildings should be set back from the CPZ sufficiently to allow working space to; enable general construction of the structure, install the envelope/glazing, undertake future maintenance, and to accommodate future growth of the crown as the tree matures. Any encroachments within 1m of the CPZ or closer (i.e. construction of buildings, operation of machinery, cranes, lifts or other equipment, passage of pedestrian or vehicles, erection of scaffolding, etc) may affect viability for tree retention and will require an impact assessment by the project arborist to determine feasibility and to specify mitigation measures as necessary.

- **Root Protection Zone (RPZ):** a setback prescribed by the project arborist representing the closest proximities of soil and root disturbance (any soil disturbance including but not limited to toward a tree where manageable and tolerable impacts are feasible conditional to certain mitigation measures and compensatory treatments that the arborist may specify. Minor encroachments into the RPZ may be possible but such encroachments would require a detailed impact and mitigation analysis by the project arborist and may require detailed testing before confirming (i.e. root mapping).
- **Working Space Setback (WSS):** is a setback outside of the RPZ as specified by the project arborist where soil disturbances may occur (i.e. excavation or site preparation), conditional to the on-site supervision and direction by the project arborist, implementation of mitigation measures and undertaking of certain best management practices and treatments (i.e. root pruning).

LANDSCAPE BUFFER PROTECTION

The landscape buffers should be protected with a temporary tree protection barrier along the buffer alignment, and restrictions on access by machinery should be implemented and enforced within those zones.

SPEA PROTECTION

For the ESA, the root protection setback for trees to be retained within the SPEA is prescribed to be 3.0m from the SPEA line. This RPZ is expected to form the SPEA Protection Zone Boundary. A temporary tree protection barrier should be installed at this alignment to reduce risks of encroachment of clearing and construction activities.

This 3.0m setback will be a no grubbing zone where trees may be felled but stumps and ground cover will be left intact. Any grading work within 1.5m of this RPZ should be supervised by the project arborist in order to minimize root damage with the RPZ. Root pruning may be required along this interface.

It is important to include our report and appendices in the tendering and contract documents for the project. Prior to construction, the Issued for Construction (IFC) drawings should be forwarded to this office, and the client should schedule a pre-con meeting between the project arborist, the general contractor and certain subcontractors to review the tree protection specifications, restrictions, treatments and other measures.

TREE REMOVAL METHODS:

The methods of cutting, rigging and removal of trees should conform to ANSI A300 and ANSI Z133 standards and best management practices, as well as WorksafeBC regulations as applicable. In the case of commercial land clearing operations the felling/handling of removal trees is required to be in conformance with other applicable regulations. Recovery and transport of any timber from any site will require that the land owner obtain a Timber Mark from the local BC Forest office in advance of transportation from the site.

Removal of trees from within an Environmental Sensitive Area (ESA) will have specific details determined as a field measure prior to and in conjunction with the tree removal and/or land clearing operations. In general, removal trees will be left cut to a height and modified as specified by the project arborist in consultation with the Qualified Environmental Professional (QEP) so that it can function as habitat (wildlife tree). Coarse woody debris (CWD) available from the tree removal debris will be left within the ESA in lengths that enable the logs and sections to lie flat on the ground and in contact with the soil, and/or as directed by the project arborist and QEP.

TREE REPLACEMENT

Tree replacement requirements within the SPEA for the removal or conversion of Danger Trees within the SPEA will be designed and specified by the project environmental consultant (RP Bio QEP). The final quantity, sizes and species of Danger Trees will be determined by the Project Arborist (Specialist to the QEP) at the time of land clearing.

Tree replacement requirements within the development areas, if any, are to be confirmed by the municipality in relation to their policies. The specifications for those replacement trees can be provide by this office upon request once the criteria is known.

Certified by;



Norman Hol, Company Principal and Senior Consultant

ISA Certified Arborist #PN-0730A
 ISA Qualified Tree Risk Assessor (TRAQ)
 PNWISA Certified Tree Risk Assessor #0076
 BC Certified Wildlife and Danger Tree Assessor #P2529
 ASCA Qualified Tree and Plant Appraiser (TPAQ)
 Land Surveying Technologist

APPENDICES;
 APPENDIX A – PHOTOS
 APPENDIX B – FIGURE 1, TREE MANAGEMENT DRAWING

PAGE 3 OF 4

HARRISON PRODUCTIONS INC
 PROPOSED ARCANA FILM STUDIO – 44390 BAYVIEW ROAD AGASSIZ BC
 TREE MANAGEMENT REPORT FOR DEVELOPMENT APPLICATION PURPOSES

ACL FILE: 20170
 INITIAL ISSUANCE DATE: NOVEMBER 16, 2020
 REVISION 0:



Assumptions and Limiting Conditions:

This report was prepared for and on the behalf of the client as addressed herein. Upon receipt of payment of our account in full, this report will become the property of the client. This report is intended for the exclusive use of our client, but in its entirety. Arbortech Consulting shall not accept any liability derived from partial, unintended, unauthorized or improper use of this report.

This report is restricted only to the subject trees as detailed herein, and no other trees were inspected or assessed.

The inner tissue of the trunk, limbs and roots, as well as the majority of the root systems of trees are hidden within the tree and below ground and trees have adaptive growth strategies that can effectively mask defects. Our assessment is limited by relying on presence or absence of outward signs or symptoms of defect and non-destructive testing to identify the severity of defects that may be indicators of structural deficiencies. We use our training, experience and judgement in this regard, however not all defects can be diagnosed through available methods. It may not be feasible to identify certain defects, or to measure the severity, without causing mortal injury to the tree. Further, we must acknowledge that extreme weather and environmental influences are unpredictable, and that any tree has risk of failure in such events. We do not guarantee or warrant that a tree that we have assessed is free of defect or that it will not fail.

The ownership of trees is determined based on the location of the trunk where it emerges from the ground relative to the property line. This determination may require the advice from a duly qualified professional surveyor.

Third party information provided to the consultant may have been relied upon in the formation of the opinion of the consultant in the preparation of this report, and that information is assumed to be true and correct. We have not verified that information, and we do not warrant it as correct.

The use of maps, sketches, photographs and diagrams are intended only as a reference for the readers' use in understanding the contents and findings of this report, and are not intended as a representation of fact.

Approvals from a municipality and/or regulatory agency may be required prior to carrying out treatments that may be recommended in this report. The owner or client is responsible to make application for, pay related fees and costs, and meet all requirements and conditions for the issuance of such permits, approvals or authorizations.

APPENDIX A: TREE PHOTOS

Photo 1 West Buffer



Photo 2 Northwest Corner (West and North Buffers)



Photo 3 North Buffer



Photo 4 South Tree Stand



Photo 5 Interior Stand Conditions



Photo 6 Interior Stand Conditions

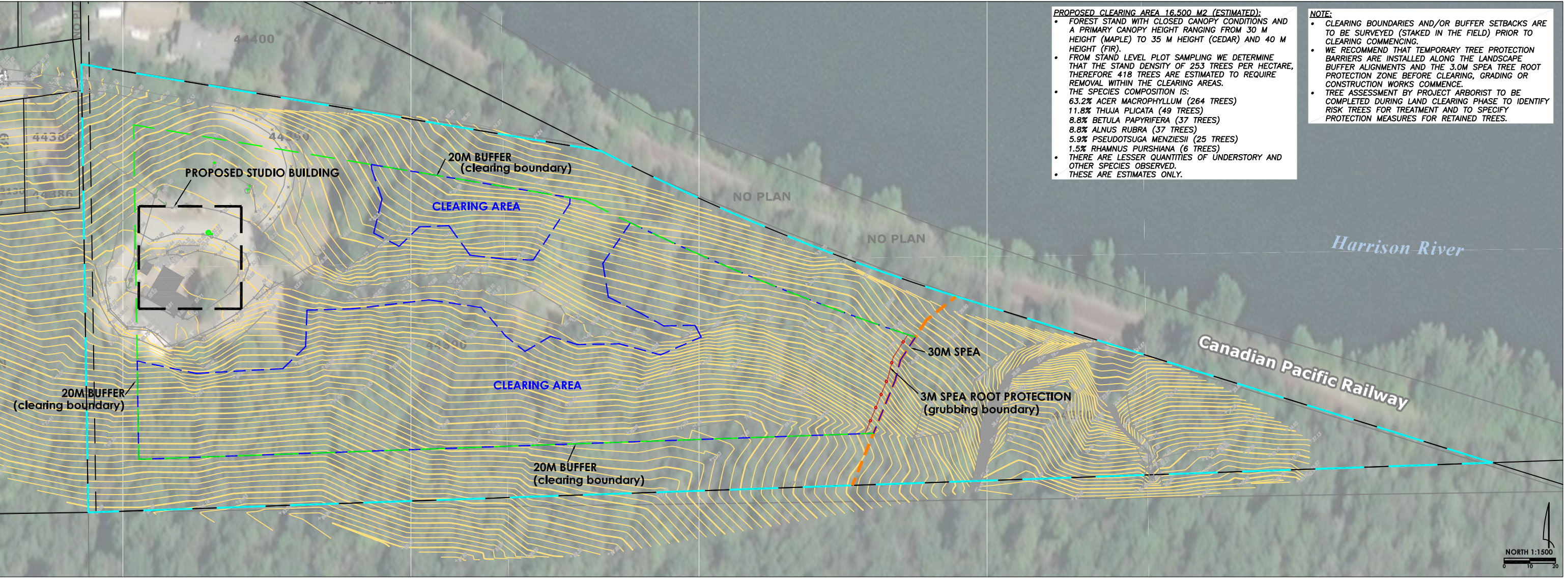


Photo 7 SPEA Interface



Photo 8 Northeast Corner of Clearing Area





LEGEND:
See arborist report and tree management drawing for further details.

- denotes **WATERCOURSE SETBACK** or **SPEA** as specified by **RPBIO QEP**
- denotes **MANAGED CLEARING BOUNDARY** at **20 METRE LANDSCAPE BUFFER**
(trees to be treated for danger tree mitigation as specified by project arborist **SPECIALIST**)
(trees to be protected as specified by project arborist **SPECIALIST**)
- denotes **ESA DANGER TREE** in non-viable condition to be **MODIFIED** for risk mitigation
(cutting to be completed as directed by Project Arborist **SPECIALIST** and **RPBIO QEP**)
(wildlife tree, stump and/or coarse woody debris to be left within **ESA**)
- denotes **ESA REMOVAL** tree to be **CUT** to accommodate **WSA** approved works
(low impact methods as directed by Project Arborist **SPECIALIST**, stump to be left intact where possible)
- denotes **ESA** tree to be **PRUNED**
(scope of pruning to be directed by Project Arborist **SPECIALIST**)

TO BE DETERMINED

FIGURE 1: TREE MANAGEMENT DRAWING

ARBORTECH
CONSULTING

aclgroup.ca

SUITE 145 - 12051 HORSESHOE WAY, RICHMOND, BC V7A 4V4 604 275 3484

PROJECT:	PROPOSED ARCANA FILM STUDIO		
ADDRESS:	44390 BAYVIEW RD AGASSIZ		
CLIENT:	HARRISON PRODUCTIONS INC - APLIN & MARTIN		
CITY REF:		ACL FILE:	20170
PLOT SIZE:	11"X17"	REV #:	0
		DATE:	NOV 16, 2020

Wildfire Risk Assessment Report

44390 Bayview Road
Fraser Valley Regional District

September 25, 2020



Submitted to:
Harrison Production Inc
101-2544 Douglas Road
Burnaby, BC
V5C 5W7



DIAMOND HEAD

3559 Commercial Street
Vancouver, BC 604.733.4886



The following Diamond Head Consulting staff performed the site visit and prepared the report. All general and professional liability insurance and individual accreditations have been provided below for reference.

Author



Michael Harrhy, B.Sc., MSFM
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Review



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Website: www.diamondheadconsulting.com

Insurance Information

WCB: # 657906 AQ (003)
General Liability: Northbridge General Insurance Corporation - Policy #CBC1935506, \$10,000,000
Errors & Omissions: Lloyds Underwriters – Policy #1010615D, \$1,000,000

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1.0 Introduction

Diamond Head Consulting Ltd. (DHC) was retained to prepare an assessment of fire interface risks and mitigation measures for the following proposed development.

Civic address:	44390 Bayview Road, Fraser Valley Regional District Electoral Area E
Legal Address:	Lot 2 Plan NWP57252 Section 21, Township 3, Range 30.
Client name:	Harrison Productions Inc.
Date of site visit:	September 24, 2020

The overall objective of this report is to assess the potential wildfire threat and provide recommendations and tools to reduce this threat to the development site. Specific goals for this project are:

- To assess interface fuel hazards using an accepted fuel hazard assessment procedures and present a summary of results
- To map the location of hazardous fuel types relative to the planned subdivision
- To identify mitigation or compensation measures that may be specified as development permit or rezoning conditions including, but not limited to, recommendations for:
 - Building materials
 - Establishing and maintaining defensible space
 - Improving suppression access
 - Managing combustible construction debris
 - FireSmart fuel treatments to mitigate hazard in existing landscapes and natural areas
 - FireSmart landscaping for the planned development as well as ongoing maintenance of vegetation fuels

1.1 Site Planning Documents Reviewed

Diamond Head Consulting was provided with the following documentation from the client that provides the basis for all comments and recommendations:

- Conceptual Plan – Bayview Film Studio and Retreat. 44390 Bayview Road, Lake Errock

Detailed architectural drawings were not available for review at the time of assessment. This preliminary assessment will assume the buildings and landscape will follow the recommendations from this report. Any changes to these site plans should be provided to Diamond Head Consulting so that this wildfire report can be updated accordingly.

1.2 Qualifications

Michael Harrhy is a Registered Professional Forester who has worked as an urban forestry consultant for the past five years. In the past four years, Michael has been completing Wildfire DP Applications for a variety of developments in Maple Ridge and North Vancouver. His experience with vegetation management on a diverse portfolio of development and infrastructure projects makes him qualified to undertake Wildfire Hazard Assessments.

Conor Corbett is a Registered Professional Forester with a decade of wildfire experience. Conor's experience as a supervisor with the Wildfire Branch has provided operational firefighting experience and an understanding of fire behavior in various fuels. His graduate studies focused on community wildfire planning and hazard abatement in British Columbia. Conor has been completing Wildfire DP Applications for a variety of developments in Maple Ridge, North Vancouver, West Vancouver, and Chilliwack for the past 3 years. This diverse experience has provided the background knowledge necessary to perform Wildfire Hazard Assessments.

2.0 Methodology

2.1 Field Review

Diamond Head Consulting Ltd. completed a field assessment of the natural areas within 200m of the development site. In these areas detailed descriptions of the ecology and the fuel characteristics were collected for each polygon. This data can be found in Appendix B. Data collected at each fuel plot included:

- Biogeoclimatic classification
- Soil and humus characteristics
- Slope, aspect, and terrain classification
- Forest stand composition by layer (species, density, age, diameter, height, etc.)
- Vertical and horizontal stand structure
- Quantity and distribution of ladder fuels
- Composition and coverage of understory brush, herbs, and grasses
- Quantity and distribution of ground fuels by size class

A Wildfire Hazard Assessment has been completed using:

- Current forest fuel threat in and adjacent to the proposed development using the 2020 Wildfire Threat Assessment Guide and Worksheets (MFLNRO, 2020)

2.2 Office Review

Diamond Head Consulting Ltd. completed an office review using the field data collected, site planning documents (Section 1.1.), GIS parcel layers and orthophotography, and the FVRD's online mapping tool (<https://maps.fvrd.ca/portal/home/>). The following reference documents were also consulted to assess hazard and develop appropriate recommendations:

- [FireSmart Homeowners Manual](#) (Partners in Protection and Province of BC, 2016)
- [2020 Wildfire Threat Assessment Guide and Worksheets](#) (MFLNRO, 2020).

3.0 Site Description

The subject site (**Figure 1**) is 44390 Bayview Road in the Fraser Valley Regional District, BC. The 5.26 hectare site is located on the slopes of Harrison Hill. The site is above a bay in the Harrison River, near its confluence with the Fraser. The site has a moderate slope and a north aspect. A CN railroad forms the north boundary of the site, downslope at the edge of the water. To the south the site's forest continues unbroken into the adjacent crown land. An existing dwelling is located on the western quarter of the site. The dwelling is located on a flat bench which has been excavated out of the hillside. A narrow, rough road traverses the slope and is the only other infrastructure present on the property.

Forests in the assessment area are a continuous stand of mature deciduous trees. The stand appears to be homogenous until the height of the land on Harrison Hill. Mature bigleaf maple dominates the stand; with a mix of bitter cherry, red alder, and paper birch occupying the intermediate and codominant layers in the forest. Native conifers including western redcedar and Douglas fir are present in the forest but are scattered and infrequent – less than 5% of the overall forest. Understory vegetation is predominantly sword fern with some vine maple and salmon berry. Very little ladder fuel or coniferous regeneration was observed. Overall, the vegetation in the assessment area has a low flammability.

Around the existing dwelling there are a few mature conifers at the forest's edge. All of these conifers are more than 30m from the existing building. Few fuels are found in landscape around the building, which is either short grass, gravel, or wood mulch.

The proposed development (**Error! Reference source not found.**) is to redevelop the site into a studio and retreat. The proposed studio will occupy the same space as the existing dwelling and have a larger footprint. Most of the site will remain undeveloped.

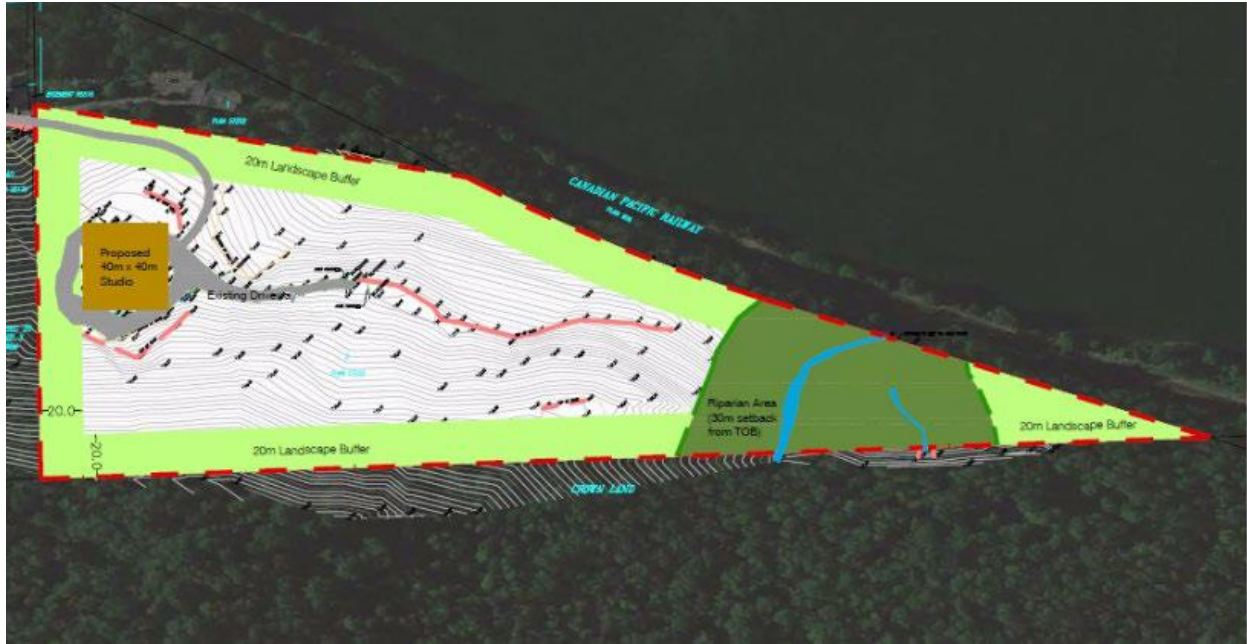


Figure 1. Location of proposed development (red outline) and preliminary site plan.



Figure 2: Photogrammetry of the site showing the local topography and the assessment area, roughly outlined in red. The subject slope has northern aspect. Image courtesy of Google Earth.

4.0 Hazardous Fuels and Wildfire Threat Assessment

4.1 Forest Fuel Types and Expected Fire Behaviour

Forested areas within approximately 200 m of the proposed development site were classified into the fuel types mapped in Figure 3. There are no fuel classifications specific to the coastal region in the Canadian Fire Behaviour Prediction System; instead, the site has been classified as the fuel type that best represents the fire behavior potential of the forest types most accurately. Two fuel types were identified and are described in Appendix 2. The plot characteristics are summarized in Appendix 1. Note that a majority of the cleared areas are occupied by managed grass and/or pasture. These are not considered potential fuel as management and grazing limits flammability.

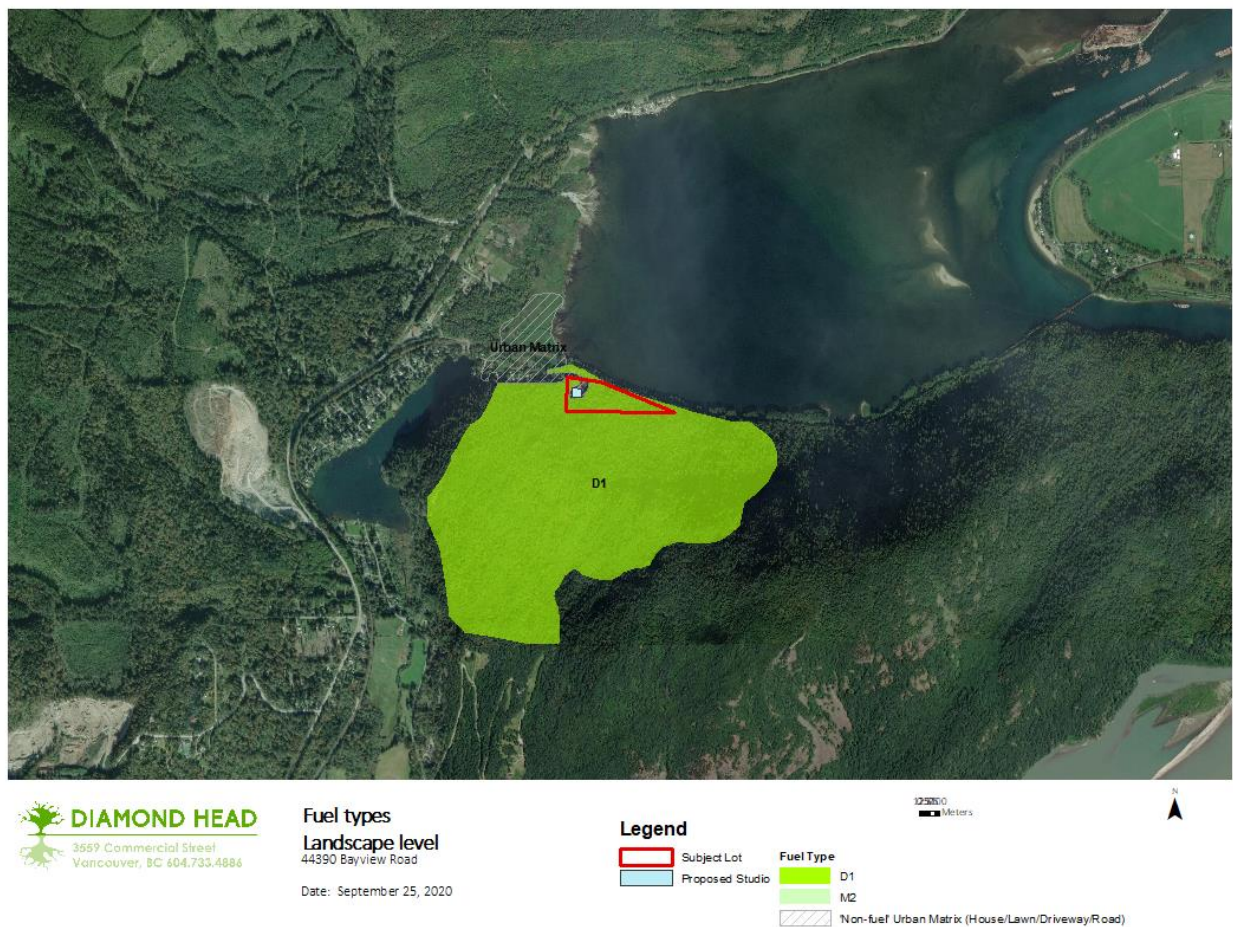


Figure 3: Assessment of fuels at a landscape level.



4.2 Current Forest Fuel Threat Assessment

Each fuel type and distinct stand was assessed for wildfire threat using the Wildfire Urban Interface worksheet (MFLNRO 2020). Based on this ranking system, most of the surrounding fuel types pose a **low wildfire threat to the subject site**. Figure 5 outlines the wildfire threat in context with the preliminary building plans for the subject property. The wildfire threat ratings and plot forms are summarized in Appendix 1.

The fuels in the D1 fuel type found around the subject site have a low risk due primarily to the limited flammability of the fuel. The lack of coniferous vegetation is the critical factor in determining the risk. Slope and aspect are other factors that affect the wildfire risk. The slope is steep but the structure is near the base of the slope, minimizing the likelihood of fire spreading from below. A northern aspect typically results in cooler temperatures and higher moisture content in the vegetation.



Figure 5. Wildfire threat mapping and plot locations. Note that the property lines are approximate and have been traced from other documentation.

5.0 FireSmart Wildfire Threat Mitigation Recommendations

This section provides recommendations to mitigate the risk of wildfire to the proposed development based on the current condition of hazardous fuels and wildfire threat, site planning documents, FireSmart standards within the prioritized zones defined in the FireSmart Homeowners Manual (Partners in Protection and Province of BC, 2016); Figure 6). All structures must be designed to mitigate the risk of embers spotting; including specifications for roofing decking and landscaping. Structures that are directly adjacent to forested areas require additional measures for exterior cladding and windows to mitigate the risk of radiant heat.



Figure 6. FireSmart Priority Zones defined in the FireSmart Homeowners Manual (Partners in Protection and Province of BC, 2016).

During a wildfire homes are ignited as a result of:

- Sparks or embers landing and accumulating on vulnerable surfaces such as roofs, verandas, eaves, and openings. Embers can also land on or in nearby flammable materials such as bushes, trees, or woodpiles causing a fire close to a structure.
- Extreme radiant heat from flames within 30 m of a structure that melts or ignites siding or breaks windows.
- Direct flame from nearby flammable materials such as bushes, trees, or woodpiles.

The fire resistance of homes in the interface can be improved by achieving FireSmart standards for building materials, ignition sources and combustible fuels within each of the three FireSmart Priority Zones. If a wildfire does threaten the area, suppression capability is improved with good access, defensible space and water supply. The following recommendations address:

- Building construction standards
- Site layout and servicing for defensible space and suppression
- Fuel hazard mitigation
- FireSmart landscaping
- Ongoing maintenance

5.1 Building Construction and Siting

A goal of this report is to make recommendations to ensure that all interface structures are constructed with materials that will resist ignition from radiant heat and/or ember showers from a wildfire event. A landscape plan was not provided with the preliminary site plan. It is recommended that buildings either be located 10m from the nearest forest edge, or modify the vegetation within 10m to reduce wildfire hazard (See section 5.3 and 5.4).

It is critical that the structure be designed and built to meet the specifications required to achieve FireSmart standards.

Roofing must have a Class A flame spread rating defined as “Class A roof coverings are not readily flammable, are effective against severe fire exposures, and do not carry or communicate (i.e., spread) fire”. ANSI/UL 790, "Tests for Fire Re-sistance of Roof Covering Materials," and ASTM E 108, "Standard Test Methods for Fire Tests of Roof Coverings," are the fire-resistance capacity tests used to determine a product's or roof assembly's classification. Any products that are certificated as Class A with an "Assembly" requirement must have a project engineer or architect provide signed proof that the product has been installed as per the specifications of the manufacturer.

Exterior siding must be fire resistant. (Stucco, brick, fibre cement boards/panels and poured concrete). Untreated wood products do not meet this standard. Flame resistant coatings that require ongoing maintenance or reapplication are not acceptable. Exterior wall assemblies that have exterior wood that is untreated and rely on the interior wall for fire resistance are not acceptable. Wood products that have permanent treatments or are naturally fire resistant can be accepted if product specifications and certified testing is provided. Notwithstanding the recommendations in Table 1, all building must also meet or exceed the requirements of the BC Building Code.

Table 1. Recommendations for building construction.

	Lots	Recommendation
Roofing and gutters	ALL	<ul style="list-style-type: none"> All structures must be constructed of Class A or B rated roofing materials* as defined in the current BC Building Code, as amended, must be used. Examples of typical Class A roofing products include (but are not limited to) asphalt shingles, metal, concrete tile, clay tile, synthetic, slate and hybrid composite materials. Note: Wood shakes and shingles are not acceptable, unless certified to Class A or B. Roofs have closed or screened gutters. Any spaces between roof decking and covering must be blocked.
Exterior Cladding, Windows and Doors	ALL	<ul style="list-style-type: none"> Exterior doors and garage doors shall be constructed of non-combustible materials (i.e., metal clad, solid core wood or have a 20 minute fire protection rating), and must meet the requirements of the North American Fenestration Standards (NAFS). Doors with glazing are treated as windows. Skylights shall be tempered glass, multi-layer glazing or have a fire protection rating of not less than 20 minutes, and must meet the requirements of the NAFS. Exterior cladding shall be constructed of ignition-resistant or non-combustible materials* such as stucco, metal siding, brick, cement shingles, cement board, concrete block, poured concrete, concrete composite, rock and logs or heavy timber. Decorative construction features such as fascia, trim board materials and trim accents are exempted from this requirement, to a maximum of 10% per elevation. Ensure that ignition-resistant materials extend from the foundation to the roof. Exterior windows and glazing shall be tempered glass, multi-layer glazing or have a fire protection rating of not less than 20 minutes, and must meet the requirements of the NAFS. Openable windows shall be covered with non-combustible, corrosion resistant screens.
Eaves, Soffits and Vents	ALL	<ul style="list-style-type: none"> All eaves and ventilation openings in exterior walls, roofs and soffits shall be covered with non-combustible, 3 millimetre corrosion-resistant wire mesh, or be designed to prevent flame or ember penetration into the structure (e.g., aluminium perforated soffits). Eaves and soffits shall be constructed of ignition-resistant or non-combustible materials.
Overhanging Projections and Cantilevered Floors	ALL	<ul style="list-style-type: none"> Overhanging projections attached to buildings and their support (i.e., decks, balconies, porches, structural columns and beams) shall be constructed of or sheathed in ignition-resistant or non-combustible materials such as stucco, metal, brick, cement, concrete block, poured concrete, concrete composite, rock and logs or heavy timber. The underside of all exposed floors (i.e., underside of balconies, decks and porches) shall be sheathed or skirted the fire-resistant materials similar to those listed in the previous point. If deck surfaces are slotted, provide access below for cleaning out litter accumulations. The underside of all cantilevered floors (i.e., bay windows, hutches, and window seats) shall be protected with fire-resistant materials and have the floor system fire-blocked at the exterior wall plane.
Chimney	ALL	<ul style="list-style-type: none"> Spark arrestor screens are required on all wood-burning appliances.

	Lots	Recommendation
Accessory Buildings	ALL	<ul style="list-style-type: none"> Accessory buildings must meet the same building standards as the principal residence.
During Construction	ALL	<ul style="list-style-type: none"> The contractor should be familiar with the BC Wildfire Act and the current provincial standards for wildfire suppression and have the appropriate tools on-site for the duration of the project. Prior to and during construction of houses, all waste construction materials including brush and land clearing debris; needs to be cleaned up on a regular basis, to minimize the potential risk. No combustible materials should be left at the completion of construction.

* **Rated roofing materials:** Class A, B or C is a measure of the external spread of flame on a roof

surface. Tests are conducted using CAN/ULC S107M methods of fire tests of roof coverings, or equivalent. The best rating achieved is Class A, which may be described as effective against severe fire exposure.

Non-combustible materials: means that a material meets the acceptance criteria of CAN/ULC 4-S114 (Standard Method of Test for Determination of Non-combustibility in Building Materials), or other standard acceptable to the District

Ignition-resistant materials: means that a material meets the acceptance criteria of CAN/ULC-S101, (Fire Endurance Tests of Building Construction and Materials), or other standard acceptable to the District

5.2 Site Layout and Servicing for Defensible Space and Suppression

Site design affects both the fire resistance of the development and, in the event a wildfire does occur, the suppression capability and safety of first responders. Recommendations for site layout and servicing are made in Table 2 to address:

- Building siting
- Separation between buildings
- Access
- Water supply

Table 2. Recommendations for site layout and servicing.

Feature	Recommendation	Anticipated Deficiencies
Building Siting	The immediate forest edge in this area is made up of generally deciduous species lowering the risk of fire spreading. A 10m fuel free is recommended between buildings and forest edge	None
Separation between buildings	As per the FireSmart Manual (BC edition) accessory structures within 10 m of house structures must have the same FireSmart considerations as the primary building/ studio. Recommendations in Table 1 must be followed to ensure all buildings achieve FireSmart standards.	None
Access road passing width and turn-around distance	The site is accessed by Bayview Road. There is ample room on the site for vehicles to turn around. However, the access road lacks width for passing, especially with larger emergency vehicles.	Current access road may not accommodate passing of vehicles

Feature	Recommendation	Anticipated Deficiencies
Water supply	There are no hydrants that service the site. Consider providing water service that can contribute to fire suppression.	We anticipate a water supply limitation.

5.3 Fuel Hazard Mitigation

Fuel treatments can effectively alter fire behavior and reduce wildfire threat when they:

- Reduce surface fuels
- Increase the height to the base of tree crowns
- Increase spacing between tree crowns
- Keep fire-resistant deciduous trees

Fuel management for forests on this site is not recommended. The forests are mostly a low wildfire threat, with mostly low flammability deciduous trees. Wildfire hazard mitigation is best achieved through FireSmart building materials and landscaping.

5.4 FireSmart Landscaping Recommendations

Landscaping and maintenance for the site should follow FireSmart principles (Ministry of Forests Wildfire Management Branch, FireSmart Program). Planning and maintenance on each lot should follow the priority zone 1 (<10m from structures) guidelines outlined in the FireSmart program. The goal in priority zone 1 is to remove hazardous fuels and convert vegetation to fire resistant species. Table 3 contains recommendations for landscaping and maintenance.

Table 3. Requirements for Landscaping.

Feature	Recommendations
Planting	<ul style="list-style-type: none"> • Remove all highly flammable vegetation and other combustibles from around the building. Note the forest edge currently host several mature conifers. If the proposed building is closer than 10m to the trees, prune the trees so that no part is closer than 10m from the building, and/or prune the lower limbs to raise the height of the lowest branches • No conifer trees should be planted within 10m of any buildings. • Landscaping should incorporate species that are fire resistant. These types of plants tend to have moist, supple leaves with low amounts of sap or resin. They also have a tendency not to accumulate dead material. A list of fire resistant plants and trees can be found at the FireSmart Canada website¹. • Ensure that vegetation will not grow to touch or overhang buildings. • No vegetation should be placed within 10 m of glazed openings unless there are solid shutters to cover the glazing. • Irrigation sprinklers should be installed in landscaping.
Maintenance	<ul style="list-style-type: none"> • Grass should be kept mowed to 10 centimeters or less and watered regularly during the summer months. • Ground litter and downed trees should be removed regularly and prior to the fire season.

5.5 Ongoing Maintenance

To ensure that FireSmart standards are maintained, periodic re-treatment or maintenance is recommended in Table 4.

Table 4. Recommendations for ongoing maintenance.

	Owner	Recommendation	Anticipated Deficiencies
Zone 1	Homeowners	<ul style="list-style-type: none"> Regularly remove debris from roofs, gutters and beneath overhanging projections. Grass and landscaping should be kept mowed to 10 cm or less and watered regularly during the summer months. Landscaping should be irrigated during the summer months. Remove any local accumulations of woody or combustible material (e.g., no woodpile or yard waste accumulations). Remove any over mature, dead or dying shrubs and trees. Plant only fire resistant trees and shrubs. A list of fire resistant plants and trees can be found at the fire smart canada website (https://www.FireSmartcanada.ca/images/uploads/resources/FireSmart-Guide-to-Lanscaping.pdf). 	None

6.0 Future Condition FireSmart Structure and Hazard Assessment

The forms below provide an assessment of the proposed development using the FireSmart Structure and Hazard Assessment form. The scoring has been calculated for the proposed studio. Assessment ratings are made assuming that the recommendations outlined in Section 5 are adhered to and incorporates deficiencies anticipated in Section 5.

Table 5. FireSmart Structure and Hazard Assessment Form.

ZONE 1			RATING FOR PROPOSED DEV.
Home/10 m	Criteria	Rating Options	
What type of roofing material do you have?	Metal, clay tile, asphalt shingle or ULC rated shakes (may be affected by the condition of your roof)	0	0
	Unrated Wood Shakes	30	
How clean is your roof?	No needles, leaves or other combustible materials	0	2
	A scattering of needles and leaves	2	
	Clogged gutters and extensive leaves	3	
What is the exterior of your home built of?	Non-combustible material, stucco, metal siding or brick	0	0
	Logs of heavy timbers	1	
	Wood, vinyl siding or wood shakes	6	
How fire-resistant are your windows and doors?	Tempered glass in all doors/windows	0	2
	Double-pane glass - small/medium (smaller than 1 metre x 1 metre)	1	
	Double-pane glass - large (greater than 1 metre x 1 metre)	2	
	Single-pane glass - small/medium (smaller than 1 metre x 1 metre)	2	
	Single-pane glass - large (greater than 1 metre x 1 metre)	4	
Are your eaves closed up and your vents screened?	Closed eaves, vents screened with 3-millimetre wire mesh	0	0
	Closed eaves, vents without mesh	1	
	Open eaves, vents not screened	6	
Have you sheathed-in the underside of your balcony, deck, porch or open foundation?	Sheathed with fire-resistant materials	0	0
	Sheathed with combustible materials	2	
	Not sheathed	6	

Is your home set back from the edge of a slope?	Building is located on the bottom or lower portion of a hill	0	0
	Building is located on the mid to upper portion of a hill or the crest of a hill	6	
ZONE 1 HOME SCORE			4

ZONE 2			RATING FOR PROPOSED DEV.
YARD/10 - 30 m	Criteria	Rating Options	
What type of forest surrounds your home?	Deciduous trees	0	10
	Mixed wood trees (deciduous and conifer)	10	
	Conifer trees separated	10	
	Conifer trees continuous	30	
What kind of surface vegetation grows within 10-30 metres of your home and around your buildings?	Well-drained lawn or non-combustible landscaping material	0	5
	Uncut grass or shrubs	5	
	Scattered twigs, branches and tree needles on the ground	5	
	Abundant twigs, branches and tree needles on the ground	30	
Are there shrubs and low branches (within 2 metres of the ground) in the surrounding forest?	None within 10-30 metres	0	0
	Scattered within 10- 30 metres of buildings	5	
	Abundant within 10-30 metres of buildings	30	
ZONE 2 YARD SCORE			15

TOTAL SCORE		RATING FOR PROPOSED DEV.
ZONE 1/ Home and Yard	Home	4
	10 metres from home	
ZONE 2 / Yard		15
TOTAL		19

Following the recommendations in this report will achieve a FireSmart hazard score of Low for the proposed building. Note that the existing dwelling and yard follows the FireSmart guidelines and is a good example of a successful implementation of the guidelines.

7.0 Final Remarks

Diamond Head Consulting was given the subdivision plan with no specific information on building materials and the landscape plan. The information provided was used to develop recommendations for wildfire risk mitigation that can be incorporated into future detailed plans for the development.

Following the recommendations in this report will ensure that the development is consistent with FireSmart standards. If the recommendations made within this report are followed, wildfire risk to life and property will be substantially reduced. The recommendation within this report does not guarantee that the site or structures are safe from wildfire, only that the risk level of the site is within acceptable standards and that fire hazards have been identified and appropriate mitigation measures taken.

If there are any questions or concerns as to the contents of this report, please contact us at any time.

Sincerely,



Michael Harrhy, B.Sc., MSFM
Registered Professional Forester
ISA Certified Arborist (PN-8025A)
ISA Tree Risk Assessment Qualified (TRAQ)
BC Wildlife and Danger Tree Assessor
Biologist in Training

Appendix 1 Wildland Urban Interface Plots



Figure 7. Wildfire Threat Plots. Note that the property lines are approximate and have been traced from other documentation.

Wildfire Threat Assessment Worksheet - Fuel Setting Scoring			
Location	Plot 94	Date	24-Sep
Assessor	MH		
Crown species composition (species %)	Mb60 Dr20 Vb20 Fd* cw*		

Component/subcomponent	PULLDOWNS	SCORE
Depth of organic layer	1-<5	3
Surface and ladder fuel (.1-3m in height)		
Surface fuel composition	deciduous shrubs	4
Dead and down material continuity (<7cm)	Scattered <10% coverage	4
Ladder fuel composition	Deciduous	0
Ladder fuel horizontal continuity	Sparse <10% coverage	2
Stems/ha (understory)	<900	2
Stand structure and composition (dominant and co-dominant)		
Overstory composition/CBH	Deciduous (<25% conifer)	0
Crown closure	41-60%	2
Fuel strata gap	6-9	3
Stems/ha (overstory)	401-600	2
Dead and dying (% of dominant and co-dominant stems)	Standing dead/partial down <20%	2
Comments:	TOTAL	24
	RATING	LOW
Mostly mature big leaf maple with intermediate cherry alder and birch. Few scattered Douglas fir. North aspect 30 to 40 degree slope.		

Wildfire Threat Assessment Worksheet - Fuel Setting Scoring			
Location	Plot 95	Date	24-Sep
Assessor	MH		
Crown species composition (species %)	Vb50 mb50 dr*		

Component/subcomponent	PULLDOWNS	SCORE
Depth of organic layer	1-<5	3
Surface and ladder fuel (.1-3m in height)		
Surface fuel composition	deciduous shrubs	4
Dead and down material continuity (<7cm)	Scattered <10% coverage	4
Ladder fuel composition	Deciduous	0
Ladder fuel horizontal continuity	Absent	0
Stems/ha (understory)	<900	2
Stand structure and composition (dominant and co-dominant)		
Overstory composition/CBH	Deciduous (<25% conifer)	0
Crown closure	41-60%	2
Fuel strata gap	6-9	3
Stems/ha (overstory)	401-600	2
Dead and dying (% of dominant and co-dominant stems)	Standing dead/partial down 21-50%	5
Comments:	TOTAL	25
	RATING	LOW
Dominant big leaf maple with uniform intermediate cherry and alder. No conifers. Understory all sword fern. No ladder fuels. Plot is on small bench with north aspect.		

Wildfire Threat Assessment Worksheet - Fuel Setting Scoring			
Location	Plot 96	Date	24-Sep
Assessor	MH		
Crown species composition (species %)	Mb90 Dr5 Hw5		

Component/subcomponent	PULLDOWNS	SCORE
Depth of organic layer	1-<5	3
Surface and ladder fuel (.1-3m in height)		
Surface fuel composition	deciduous shrubs	4
Dead and down material continuity (<7cm)	Scattered <10% coverage	4
Ladder fuel composition	Deciduous	0
Ladder fuel horizontal continuity	Absent	0
Stems/ha (understory)	<900	2
Stand structure and composition (dominant and co-dominant)		
Overstory composition/CBH	Deciduous (<25% conifer)	0
Crown closure	41-60%	2
Fuel strata gap	6-9	3
Stems/ha (overstory)	401-600	2
Dead and dying (% of dominant and co-dominant stems)	Standing dead/partial down 21-50%	5
Comments:	TOTAL	25
	RATING	LOW
Dominant and codominant big leaf maple with spare intermediates. Understory all sword fern. No ladder fuels. Plot on slope above existing dwelling.		

Threat Rating Category	
Low	0-43
Moderate	44-59
High	60-72
Extreme	73-110

Appendix 2 Fuel Type Descriptions

FUEL TYPE D1 – DECIDUOUS DOMINATED STANDS

The northern slope of Harrison Hill appears to be a unbroken forest with a D1 fuel type. The forest is predominantly bigleaf maple with smaller components of birch, cherry, and red alder. Coniferous trees are present but very infrequent. The ground cover is mostly sword fern and vine maple. D1 fuel types have a low flammability and would not support a fast spreading, high intensity wildfire. D1 stands pose a low wildfire risk and are expected to act as fuel breaks decreasing the overall wildfire threat to the site.

Table 6 outlines the general stand characteristics of D1 stands.

Table 6. D1 general stand characteristics

Characteristic	Level	Description
Surface fuel continuity (% cover):	Low	20-40% cover
Vegetation fuel composition	Low	Herbs and deciduous shrubs
Fine woody debris continuity (≤ 7 cm) (% cover)	Low	Scattered, $<10\%$ coverage
Large woody debris Continuity (≥ 7 cm) (% cover)	Low-Med	10-25% coverage
Live conifer canopy closure (%)	Very low	$< 20\%$ crown closure
Live deciduous closure (%)	Very low	$>80\%$ or $<40\%$ coniferous crown closure
Live and dead conifer crown height (m)	Very low	5m+ or $<20\%$ conifer crown closure
Live and dead suppressed and understory conifer (stems/ha)	Very Low	0-500 stems/ha



Photo 1. Ground cover and understory in the assessment area is mostly sword fern and vine maple – this vegetation has low flammability.



Photo 2. Crowns of the deciduous stand. This stand type is homogenous across the assessment area.



Photo 3: A large, vegetation-free buffer has been cleared on the site. Coniferous trees like the cedar in the background are scattered across the site and generally isolated.



Photo 4: The canopy of the forest typically has 40-60% closure.



Photo 5: Viewing the existing dwelling from above

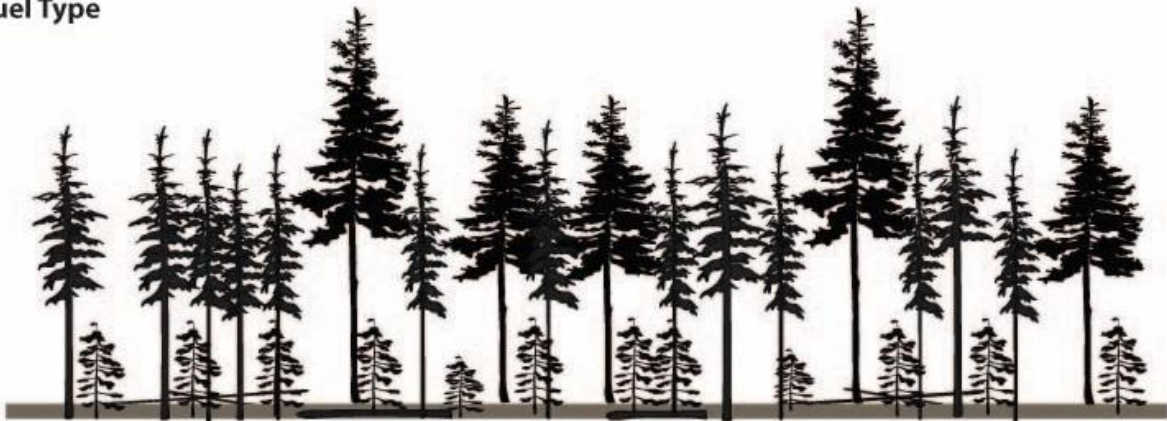
Appendix 3 Generic Description of Coastal Fuel Types

The current Canadian Forest Fire Behavior Prediction (FBP) System does not include coastal forests in their fuel type descriptions. These fuel types reflect stand conditions that were modeled to predict fire behavior potential. On the coast the fuel type that most closely represents forest stand structure and conditions has been used. The following fuel types are the most common interpretations used on the coast.

C5 – Uniform Second Growth Conifer Stand – Moderate Risk

This fuel type is characterized by mature second growth stands dominated by western redcedar (*Thuja plicata*) and western hemlock (*Tsuga heterophylla*). There can be small component of dominant Douglas-fir (*Pseudotsuga menziesii*) in the overstory. This fuel type is moderately dense (500-1000 stems per ha) and has a high crown base height of 10 to 15m. The understory is of moderate density, usually consisting of western redcedar and western hemlock regeneration. The ground fuel component consists of moderately dense fine fuel layer (>7cm) and a low percent cover of large woody debris (>7cm). It takes a large amount of energy to create a crown fire.

C5 Fuel Type



C3 – Multistoried Second Growth Conifer Stand – High Risk

This fuel type is characterized by a uniform mature second growth conifer dominated stand. This stand consists of mature western redcedar (*Thuja plicata*) and western hemlock (*Tsuga heterophylla*). There is also a minor component of dominant Douglas-fir (*Pseudotsuga menziesii*) in the stand. Compared to a C5 stand, a C3 stand is more densely stocked (1000-2000 stems per ha) and there is a lower crown base height (usually 4-8 m). The understory is more densely stocked with western redcedar and western hemlock. The ground fuel component consists of moderately dense fine fuel layer (>7cm) and a low percent cover of large woody debris (>7cm). A crown fire in a C3 stand takes less energy to create than a C5 stand.

C3 Fuel Type



M2 – Mature Stands Consisting of a mix of Conifer and Deciduous Trees – Low to Moderate Risk

This fuel type consists of a mixed conifer and deciduous tree type. This stand is not uniform in structure and is composed of a wide variety of species. These may include and not limited to: western redcedar (*Thuja plicata*), western hemlock (*Tsuga heterophylla*), Douglas-fir (*Pseudotsuga menziesii*), red alder (*Alnus rubra*), bigleaf maple (*Acer macrophyllum*), and paper birch (*Betula papyrifera*).

These stands usually consist of less than a 70% of conifer trees, reducing the wildfire risk. There is usually a low crown height (5m) and a high percentage of ladder fuels. There is a high percent cover of suppressed trees, but they are usually composed of deciduous species.

D1 – Deciduous Dominated Stands – Low Risk

This fuel type is dominated by deciduous trees consisting mostly of red alder (*Alnus rubra*), bigleaf maple (*Acer macrophyllum*), and paper birch (*Betula papyrifera*). D1 stand structure is not uniform with a wide variety of tree ages. There is a well-developed shrub layer, but is mostly composed of low-flammable species. Crown fires are not expected because of the deciduous fuel type. D1 stands on the coast can be used as fuel buffers as they present a low wildfire risk.

D1 Fuel Type



C4 – Uniform Densely Stocked Conifer Stand

This fuel type is rare within the lower mainland as it is mostly defined by densely stocked lodgepole pine (*Pinus contorta*). This fuel type can be found more towards Squamish and Pemberton. Some small densely stocked western redcedar (*Thuja plicata*), western hemlock (*Tsuga heterophylla*), and Sitka spruce (*Picea sitchensis*) can be found in the Lower Mainland, but these stands are often isolated and small. Stands are densely stocked, (approximately 10,000-30,000 stems/ha) with a large quantity of fine and large woody debris. These stands are characterized as having vertical and horizontal fuel continuity. The shrub community in this stand is of very low density.

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Appendix 5 Limitations

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Conditions affecting the trees subject to this report (the “Conditions”, including without limitation structural defects, scars, decay, fungal fruiting bodies, evidence of insect attack, discoloured foliage, condition of root structures, the degree and direction of lean, the general condition of the tree(s) and the surrounding site, and the proximity of property and people) other than those expressly addressed in this report may exist. Unless otherwise stated: information contained in this report covers only those Conditions and trees at the time of inspection; and the inspection is limited to visual examination of such Conditions and trees without dissection, excavation, probing or coring. While every effort has been

made to ensure that the trees recommended for retention are both healthy and safe, no guarantees, representations or warranties are made (express or implied) that those trees will remain standing or will not fail. The Client acknowledges that it is both professionally and practically impossible to predict with absolute certainty the behaviour of any single tree, or groups of trees, in all given circumstances. Inevitably, a standing tree will always pose some risk. Most trees have the potential for failure and this risk can only be eliminated if the risk is removed. If Conditions change or if additional information becomes available at a future date, modifications to the findings, conclusions, and recommendations in this report may be necessary. Diamond Head expressly excludes any duty to provide any such modification of Conditions change or additional information becomes available.

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7. Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
8. Loss or alteration of any part of this report invalidates the entire report.

Environmental Impact Statement for 44390 Bayview Road, Lake Errock



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November 2020



Down to Earth Biology

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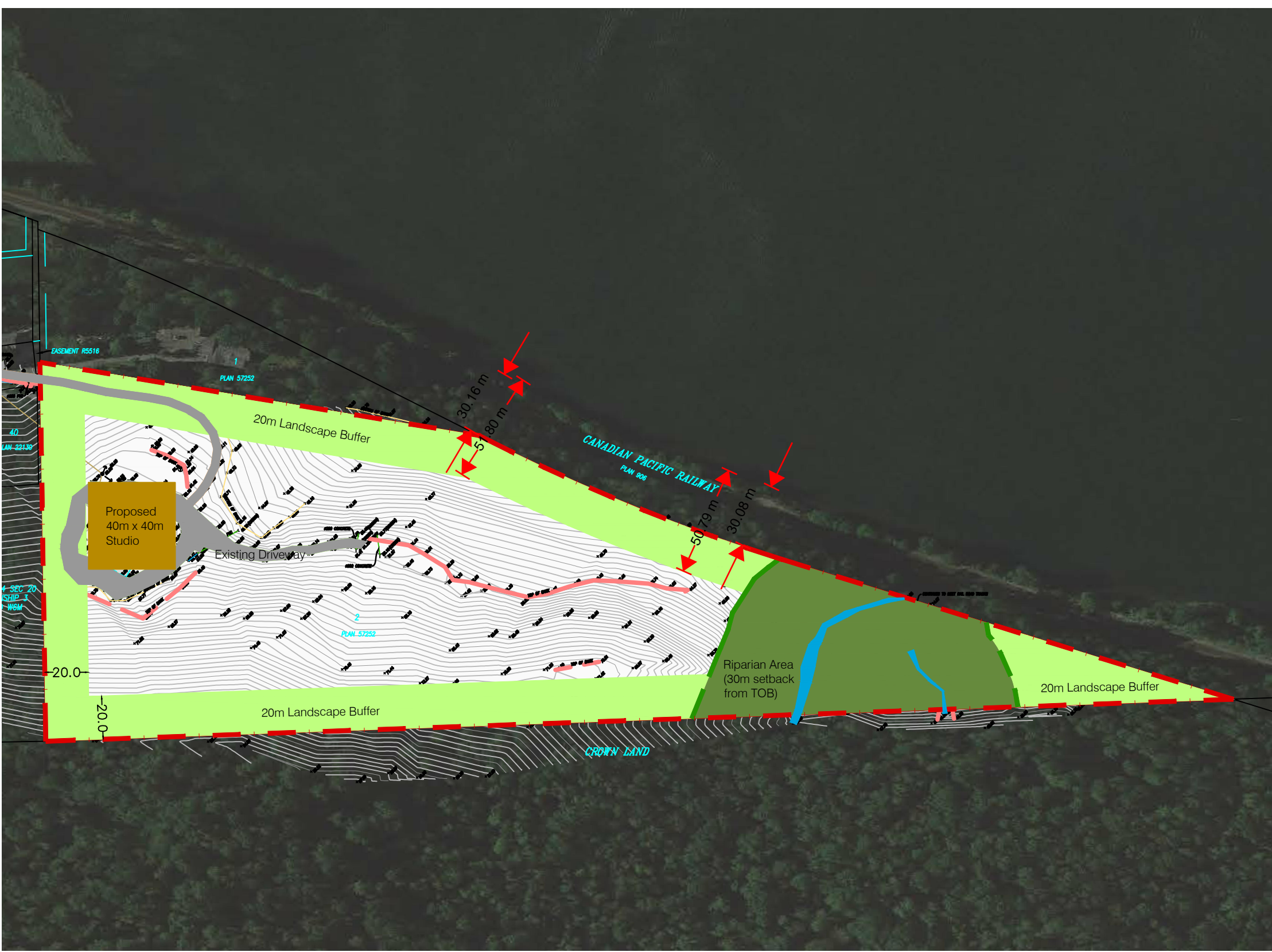


1 INTRODUCTION

Sean Patrick O'Reilly of Harrison Production Inc. (the client) has contracted EDI Environmental Dynamics Inc. (EDI) to prepare an Environmental Impact Statement (EIS) as a part of a Pre-Application Submission for a proposed Film Production Facility in Lake Errock, BC (the site). The site consists of one land parcel located at 44390 Bayview Road, Electoral Area C. The proposed development includes demolishing the existing residence situated on the west side of the site (Drawing 1), rezoning the lot to facilitate development of a Film Production Facility, and amending the Official Community Plan designation to facilitate development of a Film Production Facility.

This EIS addresses environmental considerations such as tree conservation and riparian areas as described in the Fraser Valley Regional District (FVRD) Pre-Application Letter (FVRD 2020) submission requirement. Guidelines from the municipal bylaws and provincial regulations listed in the EIS were followed when compiling the EIS. The objective of the EIS is to identify and protect important environmental values that are important to Electoral Area C community values by providing a high-level summary of the proposed development and its potential impact.

Conceptual Plan



LEGAL DESCRIPTION
PID: 002-041-154
Lot 2 Plan NWP57252 Section 21
Township 3 Range 30
Meridian Land District 36

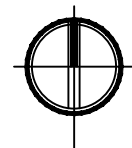
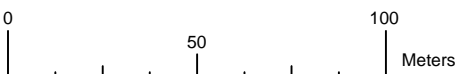
GROSS SITE AREA
5.26 hectares / 12.99 acres

NET SITE AREA
(west of riparian area)
4.32 hectares / 10.68 acres

EXISTING DESIGNATIONS
OCP: Limited Use
Zoning: R-3

PROPOSED DESIGNATIONS
OCP: Rural
Zoning: R-6

LOT YIELD
Existing: 1 lot
Proposed: 1 lot + Riparian Area



**APLIN
MARTIN**
Project 20-1046
2020 / 06 / 23

Drawing
1



1.1 OTHER ENVIRONMENTAL STUDIES

1.1.1 TREE MANAGEMENT REPORT

Arbortech Consulting (Arbortech) conducted site investigations of trees onsite on October 8 and 21, 2020 to assess existing forest cover within the site to determine tree density, species composition, age class, structural class, and general health condition (Arbortec 2020). Stand plot sampling occurred at four locations to estimate the tree data for the site. An estimate of 418 trees to be removed in the clearing areas (Appendix A) was reported by the arborist. The report also states tree replacement requirements are to be confirmed by the municipality and specifications for the replacement trees can be provided by the Arbortech once the criteria is known.

1.1.2 RIPARIAN AREAS PROTECTION REGULATION ASSESSMENT

A Riparian Areas Protection Regulation Assessment (RAPR) will be required at the development permitting stage for waterbodies within the Riparian Assessment Area (RAA) which spans 30 m from the boundary of the site. A field investigation of the stream located on the site side of the site has not yet been completed and would identify the habitat value, streamside setbacks, and protection measures for the aquatic resource.

Harrison River is greater than 30 m away from the site boundary so the RAPR does not apply; however, the Qualified Environmental Professional (QEP) tasked with the RAPR assessment will need verify where the assessment applies (Drawing 1). The QEP should be provided with current site plans for the RAPR assessment as the project nears the development permitting stage.



2 REGULATORY REQUIREMENTS AND STANDARDS

Development in the Fraser Valley Regional District adheres to the following regulatory requirements and standards.

2.1 ZONING BYLAW NO. 599-1992

A bylaw under the *Municipal Act* outlines zoning regulations, providing a set of rules that specify how a property may be developed and used (FVRD 1992). Zoning bylaws and other regulatory bylaws provide a means of implementing the area designation policies. All land in the Fraser Valley, Electoral Area C is assigned a land area designation which has its own unique zoning details including:

- Agricultural;
- Rural;
- Rural residential;
- Trade and Commercial service;
- Industrial processing and manufacturing; and
- Institutional service.

2.2 OFFICIAL COMMUNITY PLAN BYLAW NO. 0020-1998

The Official Community Plan (OCP) for portions of Electoral Area C, Morris Valley, Harrison Mills, and Lake Errock serves as a statement of the broad objectives and policies of the Regional Board regarding the existing and future land use in the Plan area (FVRD 1998). The purpose of the Plan is as follows:

- To establish objectives and policies for encouraging and directing settlement growth and development;
- To establish coordinated and consistent objectives and policies between the Regional Board, local citizens, Provincial and Federal agencies;
- To provide guidelines and procedures for the use of land, the provision of public services and the protection of the environment;
- To provide a policy framework for revising and implementing zoning and other bylaws in accordance with local conditions and community needs and preferences.

The Plan also provides the framework for preparing and adopting new zoning and regulatory bylaws within the Plan area. All rezonings must be consistent with the Plan. Zoning bylaws and other regulatory bylaws provide a means of implementing the area designation policies. The area designations include:

- Resort Residential
- Highway Commercial



- Agricultural
- Rural
- Limited Use

The proposed development is on a lot that is designated as Limited Use under the OCP. The Limited Use designation is intended to restrict intensive development in areas with geological hazards, limited road access, areas isolated from community services and areas which are environmentally sensitive. If future studies show that an area can accommodate a broader range of uses without being affected by geological hazards or damaging to environmentally sensitive areas, an amendment to re-designate the land can be made through the OCP.

2.3 RIPARIAN AREAS DEVELOPMENT PERMIT BYLAW NO. 1262-2014

Development Permit Area 3-C consists of all those parcels of land within the OCP and entirely or partially within a Riparian Assessment Area (FVRD 1998). A Riparian Assessment Area is the area within 30 m of the highwater mark of a stream or the top of bank of a ravine less than 60 m in width or 10 m beyond the top of bank for ravines greater than 60 m in width. The Fish Protection Act and the Riparian Areas Regulation require local governments to protect streams and riparian areas when exercising powers with respect to residential, commercial and industrial development. The Riparian Areas Regulation, listed in Bylaw No. 1262-2014, was amended on November 1, 2019 and is now the Riparian Areas Protection Regulation, B.C. Reg. 99/2020. The most recent provincial riparian protection regulations are described in section 2.4.

A development permit must be obtained prior to the subdivision of land or residential, commercial, institutional, or industrial development in a Riparian Assessment Area. A development permit is not required for any residential, commercial, institutional and industrial development that is demonstrated to be outside of a Riparian Assessment Area.

2.4 BC RIPARIAN AREAS PROTECTION REGULATION

Under the BC *Riparian Areas Protection Act*, the Riparian Areas Protection Regulation, B.C. Reg. 99/2020 calls on local governments to protect riparian areas during residential, commercial, and industrial development by ensuring that a QEP conducts a science-based assessment of proposed activities to determine an appropriate riparian setback. The purpose of the Regulation is to protect the many and varied features, functions and conditions that are vital for maintaining stream health and productivity.

Under the RAPR, riparian setbacks (referred to as Streamside Protection and Enhancement Areas or SPEA), may be determined following a Simple Assessment Method or Detailed Assessment. The Simple Assessment Method is based on an evaluation of specific stream characteristics – fish-bearing status, nature of stream flows and the status of streamside vegetation, and typically is conducted using imagery and available data. These assessments generally result in larger, more conservative setbacks along streams.



Alternatively, the Detailed Assessment method allows a Qualified Environmental Professional (QEP) to evaluate specific stream and site conditions to determine an appropriate setback. These assessments are tailored to ensure the protection of specific stream features and functions, and generally result in more refined setbacks.

All RAPR assessments require the completion of an assessment report that must subsequently be filed under the Province's online RAPR notification system.

2.5 **WILDLIFE ACT [RSBC 1996]**

The *Wildlife Act* (1996) provides for the protection and management of wildlife in British Columbia. The *Wildlife Act* provides for wildlife management areas, critical wildlife areas, and wildlife sanctuaries and may designate a species as endangered or threatened. For fish species and habitat, the *Wildlife Act* pertains specifically to British Columbia's 83 freshwater fish species, and 368 saltwater fish species (that spend at least one part of their lifecycle in non-tidal waters). Note that, while the applicable provincial minister under the *Wildlife Act* holds power to designate protected areas, the *Act* does not currently require a permit for impacts related to wildlife habitat, even for threatened or endangered species. Some of the restrictions this *Act* covers that are relevant to this Project include:

- Ownership in all wildlife is vested in the BC government;
- Hunting, taking, trapping, wounding, killing or attempting to capture wildlife is prohibited unless authorized by regulation or falls under specific exemptions; and
- Section 34: The taking of, injury of, molesting or destroying a bird, its egg, an occupied nest, or any nest of an eagle, Peregrine Falcon, Osprey or heron is prohibited unless authorized by regulation. This would apply to vegetation clearing or other construction activities which may result in disturbance or loss of bird nests.

2.6 **MIGRATORY BIRDS CONVENTION ACT, 1994 (S.C. 1994, C. 22) & MIGRATORY BIRDS REGULATION (C.R.C., C. 1055)**

The *Migratory Birds Convention Act* (1994) is applicable to most species of birds in Canada. The regulations state that no person shall, except under authority of a permit:

- disturb, destroy or take a nest, egg, nest shelter or duck box of a migratory bird, or
- have in possession a live migratory bird or a carcass, skin, nest or egg of a migratory bird.

Migratory birds are defined by Article I of the Convention which names the protected families and subfamilies and provides some clarification of the species included. This *Act* is relevant for this Project, subject and subsequent to approval, during construction activities that may result in disturbance or removal of migratory birds and/or their nests or result in release of contaminants.



2.7 OTHER MUNICIPAL, PROVINCIAL AND FEDERAL REGULATIONS

Other municipal, provincial, and federal regulatory requirements include the following:

- *BC Fish Protection Act* Section 12
- *BC Waters Act* Section 9
- *Water Sustainability Act* and Regulations
- *Species at Risk Act*



3 METHODS AND APPROACH

A desktop review was compiled to collect environmental baseline information on the site and identify potential environmental concerns/issues associated with the proposed project. The following resources and search parameters were used:

1. FVRD Web Map (FVRD 2020);
2. BC Species and Ecosystem Explorer (BC CDC 2020) – BC Conservation Status: Red or Blue or SARA Schedule 1, Area of Interest: User Defined Polygon (~1.5 km radius from the site), and Habitat Subtypes: Mixed Forest (deciduous/coniferous mix);
3. Habitat Wizard (BC Government 2020);
4. Google Earth (Google Inc. 2020).

Focus was also given to describing observed and potential occurrences of species at risk. In the context of this EIS, species at risk include those species that are identified provincially as Red- and Blue-listed, and species listed under Schedule 1 of the federal *Species at Risk Act* (SARA). Only those species which have a moderate to high likelihood of occurrence within the project area (i.e., based on habitat, known element occurrences and/or professional judgement) are included in the Species at Risk lists provided for vegetation and wildlife. The survey did not necessarily cover appropriate timing for key life stages of all taxonomic groups.

The provincial list includes, but is not limited to the following (BC CDC 2020):

1. Red – includes any indigenous species or subspecies that have, or are candidates for, Extirpated (no longer exist in the wild in BC, but do occur elsewhere), Endangered (facing imminent extirpation or extinction) or Threatened (likely to become endangered if limiting factors are not reverse) status in British Columbia. Placing species or subspecies on these lists flags them as being at risk and requiring investigation;
2. Blue – includes any indigenous species or subspecies considered to be Special Concern (formerly Vulnerable) in BC. These species of Special Concern have characteristics that make them particularly vulnerable to human activities or natural events. Blue-listed taxa are at risk, but are not Extirpated, Endangered or Threatened.

SARA establishes Schedule 1 as the official list of wildlife species at risk in Canada. It classifies species based on the Committee on the Status of Endangered Wildlife in Canada (COSEWIC), an advisory body which assesses wildlife species using the best available scientific and Aboriginal Traditional Knowledge. Status categories are as follows:

1. Extinct (XX) – species no longer exists;
2. Extirpated (XT) – species no longer exists in the wild in Canada, but exists elsewhere;
3. Endangered (E) – species facing imminent extirpation or extinction;
4. Threatened (T) – species likely to become endangered if nothing is done to reverse leading to its extirpation or extinction;



5. Special Concern (SC) – species may become threatened or endangered because of a combination of biological characteristics and identified threats;
6. Not at Risk (NAR) – species evaluated and found to not be at risk of extinction given the current circumstances;
7. Candidate (C) – species that is on the short-list for upcoming assessment; and
8. Data Deficient (DD) – applicable when the available information is insufficient to resolve a wildlife species' eligibility for assessment or to permit an assessment of the wildlife species' risk of extinction.



4 EXISTING ENVIRONMENTAL CONDITIONS

4.1 ANTHROPOMORPHIC FOOTPRINT

Currently there is a single-family residential home and shop on the west central side of the 5.3 ha (hectare) lot. Access to the residence is from the northwest on a gravel road, via Bayview Road. Bayview Road ends at the residential area on the lot.

4.2 TOPOGRAPHY

The site is located on a north facing aspect sloped towards Harrison River. A gradient change of approximately 80 m from the south edge of the site to the north perimeter was estimated using Google Earth. A gradient change of approximately 120 m, from the south edge of the site to Harrison River was measured on Google Earth. A geotechnical assessment of the site would be needed for accurate slope measurements, development recommendations and suggested mitigation.

4.3 VEGETATION

The overall Site is located in the Coastal Western Hemlock dry maritime (CWHdm) biogeoclimatic zone as identified by the Ministry of Forests Biogeoclimatic (BGC) Ecosystem Classification Subzone/Variant Map for the Vancouver Forest Region (MFLNRO 2014). It occurs at low elevations from sea level to approximately 650 metres (Green and Klinka 1994).

The site is primarily forested with mixed tree species. During their site visit, Arbourtec described the forest as having a closed canopy composed primarily of bigleaf maple (*Acer macrophyllum*) with western redcedar (*Thuja plicata*), paper birch (*Betula papyrifera*), red alder (*Alnus rubra*), Douglas fir (*Pseudotsuga menziesii*), and cascara (*Rhamnus purshiana*). They describe the primary canopy as 30 m tall with the tallest conifers at 40 m tall.

4.4 WILDLIFE

Wildlife species at risk with a moderate to high likelihood of occurrence on the Site (i.e., based on habitat, known element occurrences and/or professional judgement) are listed in Table 1.

Table 1. BC Species and Ecosystem Explorer search results for potential wildlife species at risk and habitat attributes.

English Name	Scientific Name	BC List	SARA
Amphibians and Reptiles			
Western Toad	<i>Anaxyrus boreas</i>	Yellow	1-SC (Jan 2005)
Northern Red-legged Frog	<i>Rana aurora</i>	Blue	1-SC (Jan 2005)
Northern Rubber Boa	<i>Charina bottae</i>	Yellow	1-SC (Jan 2005)
Birds			



English Name	Scientific Name	BC List	SARA
Band-tailed Pigeon	<i>Patagioenas fasciata</i>	Blue	1-SC (Feb 2011)
Western Screech-owl, <i>kennicottii</i> subspecies	<i>Megascops kennicottii kennicottii</i>	Blue	1-SC (Jan 2005)
Olive-sided Flycatcher	<i>Contopus cooperi</i>	Blue	1-T (Feb 2010)
Barn Swallow	<i>Hirundo rustica</i>	Blue	-
Great Blue Heron, <i>fannini</i> subspecies	<i>Ardea Herodias fannini</i>	Blue	1-SC (Feb 2010)
Mammals			
Keen's Myotis	<i>Myotis keenii</i>	Blue	3 (Mar 2005)
Little Brown Myotis	<i>Myotis lucifugus</i>	-	-
Townsend's Big-eared Bat	<i>Corynorhinus townsendii</i>	Blue	-
Snowshoe Hare, <i>washingtonii</i> subspecies	<i>Lepus americanus washingtonii</i>	Red	--
Long-tailed Weasel, <i>altifrontalis</i> subspecies	<i>Mustela frenata altifrontalis</i>	Red	
Pacific Water Shrew	<i>Sorex bendirii</i>	Red	1-E (June 2003)
Trowbridge's Shrew	<i>Sorex trowbridgii</i>	Blue	-
Invertebrates – Butterflies & Dragonflies			
Autumn Meadowhawk	<i>Sympetrum vicinum</i>	Blue	-
Invertebrates - Molluscs			
Oregon Forestsnail	<i>Allogona townsendiana</i>	Red	1-E (Jan 2005)
Western Thorn	<i>Carychium occidentale</i>	Blue	-

4.5 AQUATIC RESOURCES

Harrison River is approximately 32 m north of the property line at its closest point and the Canadian Pacific Railway runs between the site and the river (Drawing 1). Harrison River provides habitat for many fish species, including the red-listed Lower Fraser River Population White Sturgeon (*Acipenser transmontanus* pop.4) (BC Government 2019).

An unnamed stream is located in the eastern end of the lot and flows south to north through the site. This stream flows under the Canadian Pacific Railway and into Harrison River. No fish records were found for the stream during the desktop review and no disturbance within the SPEA was noted during the desktop assessment or in the Tree Management Report (Arbourtec 2020). The Tree Management Plan estimates 10 danger trees in the SPEA that require treatment (felling or cutting to wildlife tree function) but this will need be confirmed by the project arborist (Appendix A).



5 POTENTIAL PROJECT EFFECTS

The proposed development consists of demolishing an existing residence and shop, building a film studio, paving the existing gravel driveway, and clearing forested areas on the 5.3 ha site. The proposed development footprint is approximately 2.05 ha. Within the footprint, the following changes are proposed:

- 1.7 ha of forest to be cleared,
- 0.15 ha of existing gravel driveway to be paved, and
- 0.2 ha film studio building.

Please note: all areas listed in this EIS are estimates and were based on digital measurements of site plans.

The proposed site plan includes a 20 m landscape buffer where no vegetation will be disturbed (Drawing 1). This buffer has the potential to provide wildlife habitat and protection for the forested areas adjacent to the site. In addition, all buildings, structures or on-site facilities for Film Production Facility Use, Accessory Film Production Conference Facility Use or Accessory Film Production Accommodation Use shall be sited not less than 25 metres from any property boundary.

5.1 VEGETATION

The largest environmental impact to the site posed by the development is anticipated to be tree removal. Arbortec estimated 418 trees would be removed within the proposed clearing areas (Appendix A). A review of any FVRD tree replacement requirements will be required to make sure the appropriate compensation is fulfilled. Arbortec notes in their tree management plan that specifications for replacement trees can be provide once the replacement requirements are specified by the FVRD.

Clearing forested portions of the site will result in new forest edges that would be susceptible to wind damage. The task of wind firming new forest edges should be completed by the project arborist to make sure the integrity of the remaining forest is intact.

5.2 WILDLIFE

An environmental assessment of the site is required to investigate the potential for wildlife, wildlife habitat, and any unmapped environmentally sensitive areas. Based on the desktop review of recorded and potential wildlife in the area, Qualified Environmental Professionals with experience assessing mammal and bird habitat would be best suited for the assessment. If any work that may disturb birds and their nests is planned within the bird nesting window a pre-clearing bird nest survey should be completed. The bird nesting season is generally recognized from March 15 to August 15 in the Lower Mainland.



5.3 AQUATIC RESOURCES

Any applicable riparian setbacks for Harrison River and the unnamed stream located on the east side of the site should be added into the site plan at the development stage and marked in the field before construction. Prior to any construction starting at the site, an Erosion and Sediment Control (ESC) Plan should be completed and implemented. A strategy to contain construction contact water is important for this sloped site so that sediment laden water does not reach a watercourse.

5.3.1 HARRISON RIVER

Based on the current site plan, no work is expected take place within 50 m of Harrison River, so no impacts are anticipated to the riparian vegetation or water quality (Drawing 1). According to measurements on FVRD Web Maps, Harrison River is not within the 30 m RAA measured from the site boundary which would result in it not requiring consideration during the RAPR assessment; however, this should be reviewed by the QEP undertaking the assessment. Any updated site plans should be reviewed to confirm that the distance from the proposed development remains out of any applicable setbacks for Harrison River.

5.3.2 UNNAMED STREAM

No fish records were found for the unnamed stream during the desktop review; however, the stream is connected by surface flow to the fish bearing Harrison River, so it is covered under the RAPR. The RAPR assessment may deem the stream potentially fish bearing or identify potential fish barriers.

The unnamed stream has been given a Streamside Protection and Enhancement Area (SPEA) of 30 m (Drawing 1). A RAPR assessment will be required during the development permitting stage to determine the site-specific setbacks and prescribe enhancement measures for the SPEA. In addition to the 30 m setback, Arbortec has recommended a 3 m root protection zone for vegetation in the SPEA.



6 CONCLUSION

This EIS summarizes the environmental considerations for the proposed development at 44390 Bayview Road, Lake Errock. The largest environmental impact is anticipated to be 1.7 ha of tree removal; however, a 20 m perimeter landscape buffer, where no vegetation clearing is planned, will be left around the perimeter of the site. According to the current plans, appropriate watercourse setbacks will be observed for Harrison River and the unnamed stream.

Further environmental details should be provided for the site as the development application progresses. An Environmental Assessment and Riparian Areas Protection Regulation assessment are recommended to provide wildlife and watercourse protection recommendations and any necessary mitigation. The project should also have management plans (e.g. Construction Environmental Management Plan (CEMP), Storm water Management Plan, and Erosion and Sediment Control Plan) prepared and implemented prior to construction to facilitate protection of environmentally sensitive features.



7 REFERENCES

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APPENDICES



APPENDIX A TREE MANAGEMENT PLAN

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TREE MANAGEMENT REPORT FOR DEVELOPMENT APPLICATION PURPOSES

Initial Issuance: **November 16, 2020**

ACL File: **20170**

Revision # **0**

Prepared for: **Sean O'Reilly**
Harrison Productions Inc
 44390 Bayview Rd
 Agassiz, BC V0M 1N0

Prepared by: **Norman Hol**
 Principal and Senior Consultant

Project: **Proposed Arcana Film Studio**
44390 Bayview Road Agassiz BC

BACKGROUND

Our site investigations were performed on October 8 and October 21, 2020. This report is intended to meet municipal tree bylaw and/or other regulations for tree preservation relative to a development application. If the project requires advance works or site activities such as demolition, site preparation, fill placement, excavation/shoring or other works that may impact trees, then a separate tree management report and drawing specific to those works may be required by the city.

Reference documents provided by the client include; *Topographic Survey* and the current *Conceptual Site Plan* with the proposed Landscape Buffer and SPEA setbacks. We understand that the remainder of the property, outside of those buffer and SPEA setback areas are proposed to be cleared.

We have undertaken an assessment of existing forests within the site using stand assessment methods to determine tree density, species composition, age class, structural class and general health condition. Our site assessment also includes consideration of topography, anticipated site changes, soil and drainage conditions, history of past tree failures, and other relevant factors.

The reader is advised to review appendix A (photos from site visit) and appendix B (tree management drawing) for additional details.

TREE ASSESSMENT FINDINGS

The site is on a north facing slope partially protected from southerly winds by the rising topography to the south of the property, but exposed to northerly outflows by a large wind fetch across Harrison Bay and Harrison River. Historical clearing for a residential and shop area within the west-central area of the site has created a large opening in the stand that appears to be well acclimated to the prevailing winds, and forest stand edges appear mostly windfirm in their present condition. Exceptions are in small zones to the eastern side of the clearing area where some recent pockets of tree removals have been undertaken and new forest edges are apparent. These new forest edges also appear windfirm considering the full crowns and well tapered trunks of the primary canopy trees.

The forested portion of the site contains a closed canopy forest of predominantly bigleaf maple, along with minor components of other native species. The primary canopy is generally 30m tall, with cedar extending up to 35m tall and fir extending up to 40m tall.

We undertook stand plot sampling at 4 locations, including 1 20m by 20m plot (400m²) and 3 plots of 10m radius (314m² each).

The total area of the proposed clearing, excluding the previously cleared lands, the landscape buffers and the proposed SPEA, is estimated to be 16,500m². Via a count of trees within the plot sample areas, we have determined the following:

Table 1. Tree Stand Composition and Quantity of Proposed Removal Trees

Species	Stand Composition	Trees to be Removed
Bigleaf maple (<i>Acer macrophyllum</i>)	63.2%	264
Western redcedar (<i>Thuja plicata</i>)	11.8%	49
Paper birch (<i>Betula papyrifera</i>)	8.8%	37
Red alder (<i>Alnus rubra</i>)	8.8%	37
Douglas-fir (<i>Pseudotsuga menziesii</i>)	5.9%	25
Cascara (<i>Rhamnus purshiana</i>)	1.5%	6
TOTALS	100%	418

These quantities are estimates only, limited by the stand plot sampling methods. Due to variabilities in the stand the actual quantities will vary.

BUFFER AND SPEA ASSESSMENT FINDINGS

NORTH AND WEST LANDSCAPE BUFFERS

The proposed 20m buffer along the northern and western perimeters of the site has a sparse stand of trees, remnant from the native forest stand, and many of which have been previously topped. There is significant exposure to northerly winds, however both of these zones appear to have been exposed to these winds for many decades, and the trees have generally acclimated and growth to have developed superior structural form characterized by increased trunk taper, crowns to near ground level and shorter stouter general form. The site changes from clearing is expected to have negligible impacts to the wind exposure to these trees, however these zones should be inspected thoroughly by the project arborist during the land clearing using Tree Risk Assessor Qualification (TRAQ) methods to identify any high risk trees that may require treatment to mitigate risks to the site.

Some growing site changes such as to overland drainage, soil hydrology and sun exposure may occur. Long term health impacts to these trees may result. Proactive mitigation measures such as using wood chip waste from land clearing as a soil amender to be placed within the buffer along the clearing interface may assist with reducing soil desiccation. This work should be directed by the project arborist at the time of land clearing. Reactive measures such as reinspection of the trees by the project arborist on an annual schedule over a five year acclimation period will also enable the tree health to be monitored as well as provide an opportunity to check for risk trees as a site safety protocol.

SOUTH LANDSCAPE BUFFER

The approximate alignment of the proposed clearing interface was estimated through range finder reviewed to the extent possible, with access limited by topographic obstacles in certain locations and with the limitation that the actual alignment of the buffer and the property line were not surveyed in the field. The buffer in this section of the site will form a continuous stand with the adjacent crown lands to the south. The interface appears to contain some trees that have overt defective form issues such as dieback and/or decay from natural causes, and selective removal of vulnerable trees will be necessary. In order to manage the risks associated with those defective trees, this buffer should be inspected thoroughly by the project arborist during the land clearing using TRAQ methods to identify any high risk trees that may require treatment to mitigate risks to the site.

The slope conditions and the northern exposure limits the potential for impacts from drainage changes and sub exposure, however reduced soil moisture is possible, and this can be mitigated by applying wood chip waste from site clearing as a soil amender. The project arborist can direct this work at the time of land clearing.

EAST SPEA

The proposed clearing interface with the SPEA is in a zone of forest stand that is more sparse than the main clearing area and, combined with the micro-topography (i.e. small ravine), these growing site conditions have exposed individual trees to greater wind stresses over time. The primary canopy trees within the SPEA have developed a stronger form as a result. There are some individual trees that have pre-existing defects such as but not limited to; understory or suppressed class trees with spindly and top heavy form, significant lean toward the development area of the site, overt decline or dead trees, trees with wounds and decay, etc.

For a comprehensive Wildlife and Danger Tree Assessor (WDTA) methods of assessment to identify the Danger Trees, the clearing interface along the SPEA alignment will need to be advanced. At present, I have estimated that 10 Danger Trees will require treatment (felling or conversion to wildlife stems), however this quantity may change depending on the actual location and proximity of the defective trees once the clearing alignment is known. A comprehensive assessment by the project arborist is required at that time.

TREE PROTECTION PRESCRIPTION

Our specified ***Tree Protection Zone (TPZ)*** consists of the following;

- ***Crown Protection Zone (CPZ)***: denotes the dripline; the furthest extent of branches and foliage projected to the ground below – a zone where aerial encroachment is not desirable. Buildings should be set back from the CPZ sufficiently to allow working space to; enable general construction of the structure, install the envelope/glazing, undertake future maintenance, and to accommodate future growth of the crown as the tree matures. Any encroachments within 1m of the CPZ or closer (i.e. construction of buildings, operation of machinery, cranes, lifts or other equipment, passage of pedestrian or vehicles, erection of scaffolding, etc) may affect viability for tree retention and will require an impact assessment by the project arborist to determine feasibility and to specify mitigation measures as necessary.

- **Root Protection Zone (RPZ):** a setback prescribed by the project arborist representing the closest proximities of soil and root disturbance (any soil disturbance including but not limited to toward a tree where manageable and tolerable impacts are feasible conditional to certain mitigation measures and compensatory treatments that the arborist may specify. Minor encroachments into the RPZ may be possible but such encroachments would require a detailed impact and mitigation analysis by the project arborist and may require detailed testing before confirming (i.e. root mapping).
- **Working Space Setback (WSS):** is a setback outside of the RPZ as specified by the project arborist where soil disturbances may occur (i.e. excavation or site preparation), conditional to the on-site supervision and direction by the project arborist, implementation of mitigation measures and undertaking of certain best management practices and treatments (i.e. root pruning).

LANDSCAPE BUFFER PROTECTION

The landscape buffers should be protected with a temporary tree protection barrier along the buffer alignment, and restrictions on access by machinery should be implemented and enforced within those zones.

SPEA PROTECTION

For the ESA, the root protection setback for trees to be retained within the SPEA is prescribed to be 3.0m from the SPEA line. This RPZ is expected to form the SPEA Protection Zone Boundary. A temporary tree protection barrier should be installed at this alignment to reduce risks of encroachment of clearing and construction activities.

This 3.0m setback will be a no grubbing zone where trees may be felled but stumps and ground cover will be left intact. Any grading work within 1.5m of this RPZ should be supervised by the project arborist in order to minimize root damage with the RPZ. Root pruning may be required along this interface.

It is important to include our report and appendices in the tendering and contract documents for the project. Prior to construction, the Issued for Construction (IFC) drawings should be forwarded to this office, and the client should schedule a pre-con meeting between the project arborist, the general contractor and certain subcontractors to review the tree protection specifications, restrictions, treatments and other measures.

TREE REMOVAL METHODS:

The methods of cutting, rigging and removal of trees should conform to ANSI A300 and ANSI Z133 standards and best management practices, as well as WorksafeBC regulations as applicable. In the case of commercial land clearing operations the felling/handling of removal trees is required to be in conformance with other applicable regulations. Recovery and transport of any timber from any site will require that the land owner obtain a Timber Mark from the local BC Forest office in advance of transportation from the site.

Removal of trees from within an Environmental Sensitive Area (ESA) will have specific details determined as a field measure prior to and in conjunction with the tree removal and/or land clearing operations. In general, removal trees will be left cut to a height and modified as specified by the project arborist in consultation with the Qualified Environmental Professional (QEP) so that it can function as habitat (wildlife tree). Coarse woody debris (CWD) available from the tree removal debris will be left within the ESA in lengths that enable the logs and sections to lie flat on the ground and in contact with the soil, and/or as directed by the project arborist and QEP.

TREE REPLACEMENT

Tree replacement requirements within the SPEA for the removal or conversion of Danger Trees within the SPEA will be designed and specified by the project environmental consultant (RP Bio QEP). The final quantity, sizes and species of Danger Trees will be determined by the Project Arborist (Specialist to the QEP) at the time of land clearing.

Tree replacement requirements within the development areas, if any, are to be confirmed by the municipality in relation to their policies. The specifications for those replacement trees can be provide by this office upon request once the criteria is known.

Certified by;



Norman Hol, Company Principal and Senior Consultant

ISA Certified Arborist #PN-0730A
 ISA Qualified Tree Risk Assessor (TRAQ)
 PNWISA Certified Tree Risk Assessor #0076
 BC Certified Wildlife and Danger Tree Assessor #P2529
 ASCA Qualified Tree and Plant Appraiser (TPAQ)
 Land Surveying Technologist

APPENDICES;
 APPENDIX A – PHOTOS
 APPENDIX B – FIGURE 1, TREE MANAGEMENT DRAWING



Assumptions and Limiting Conditions:

This report was prepared for and on the behalf of the client as addressed herein. Upon receipt of payment of our account in full, this report will become the property of the client. This report is intended for the exclusive use of our client, but in its entirety. Arbortech Consulting shall not accept any liability derived from partial, unintended, unauthorized or improper use of this report.

This report is restricted only to the subject trees as detailed herein, and no other trees were inspected or assessed.

The inner tissue of the trunk, limbs and roots, as well as the majority of the root systems of trees are hidden within the tree and below ground and trees have adaptive growth strategies that can effectively mask defects. Our assessment is limited by relying on presence or absence of outward signs or symptoms of defect and non-destructive testing to identify the severity of defects that may be indicators of structural deficiencies. We use our training, experience and judgement in this regard, however not all defects can be diagnosed through available methods. It may not be feasible to identify certain defects, or to measure the severity, without causing mortal injury to the tree. Further, we must acknowledge that extreme weather and environmental influences are unpredictable, and that any tree has risk of failure in such events. We do not guarantee or warrant that a tree that we have assessed is free of defect or that it will not fail.

The ownership of trees is determined based on the location of the trunk where it emerges from the ground relative to the property line. This determination may require the advice from a duly qualified professional surveyor.

Third party information provided to the consultant may have been relied upon in the formation of the opinion of the consultant in the preparation of this report, and that information is assumed to be true and correct. We have not verified that information, and we do not warrant it as correct.

The use of maps, sketches, photographs and diagrams are intended only as a reference for the readers' use in understanding the contents and findings of this report, and are not intended as a representation of fact.

Approvals from a municipality and/or regulatory agency may be required prior to carrying out treatments that may be recommended in this report. The owner or client is responsible to make application for, pay related fees and costs, and meet all requirements and conditions for the issuance of such permits, approvals or authorizations.

APPENDIX A: TREE PHOTOS

Photo 1 West Buffer



Photo 2 Northwest Corner (West and North Buffers)



Photo 3 North Buffer



Photo 4 South Tree Stand



Photo 5 Interior Stand Conditions



Photo 6 Interior Stand Conditions



Photo 7 SPEA Interface



Photo 8 Northeast Corner of Clearing Area





APPENDIX B FVRD PRE-APPLICATION LETTER

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July 22, 2020

Folio: 775.06714.025

Aplin Martin Consultants
On behalf of Arcana Studio c/o Sean Patrick O'Reilly
1680-13450 102 Ave
Surrey, BC V3T 5X3

Dear Aplin Martin Consultants and Mr. O'Reilly,

RE: PROPOSAL FOR 44390 BAYVIEW ROAD, ELECTORAL AREA C

Thank you for sharing your proposal to develop a film studio and retreat at 44390 Bayview Road, Electoral Area C. This letter is intended as preliminary comments to assist you in preparing your application. It is not an exhaustive list of anticipated application requirements. As the process proceeds we can expect unforeseen issues, concerns, or new directions that add time, cost, and scope to the application process and technical reports.

Our understanding of your proposal is as follows:

- Rezone the property to facilitate development of a Film Production Facility;
- Amend the Official Community Plan designation of the property to facilitate development of a Film Production Facility;
- Develop a Film Production Facility per Zoning Bylaw 559 in the approximate location designated in your current site plan (44390 Bayview Road – Detailed Proposal – 2020-06-30).

Projects like this typically occur in two stages:

Stage 1: Bylaw Approvals

- Zoning Bylaw Amendment
- Official Community Plan (OCP) Amendment

Stage 2: Development Approvals

- Development Permit(s)
- Building Permit(s)

The two stages are inter-related can occur in tandem but Stage 2: Development Approvals cannot be finalized until Stage: 1 Bylaw Approvals is complete.

Application Requirements – Stage 1 – Bylaw Approvals

The following information must be submitted with your Zoning Bylaw Amendment Application and OCP Amendment Application:

- ☐ **Zoning Amendment Application Form:** Complete and submit the [Zoning Amendment Application Form](#) including the signatures of ALL registered property owners.
 - ☐ **Application Fee:** Submit the Zoning Amendment Application Fee of \$2,800.00.
- ☐ **Official Community Plan Amendment Application Form:** Complete and submit the [Official Community Plan Amendment Application Form](#) including the signatures of ALL registered property owners.
 - ☐ **Application Fee:** Submit the Official Community Plan Amendment Application Fee of \$4,000.00.
- ☐ **Conceptual Site Plan:** Submit the conceptual site plan for your proposal. We recommend this be prepared by a professional (i.e. Architect, Engineer, Land Surveyor, Planner, etc.). The conceptual site plan must illustrate the following:
 - ☐ Dimensions and location of structures and uses (proposed and existing)
 - ☐ Lot dimensions, lines, and area
 - ☐ Natural features (i.e. alluvial fan, floodplain, slopes, watercourses, waterbodies, etc.)
 - ☐ Services (i.e. road access, septic fields, service connections, water sources, etc.)
- ☐ **Conceptual Servicing Plan:** Submit the conceptual plan identifying how the proposed development will be provided with water and septic service. The plan must be prepared by a Professional Engineer. Please have your professional contact me for more information regarding their plan. Note that the property is serviced by the Lake Errock Water System.
- ☐ **Public Consultation:** We encourage you to engage with the local community early in the process. New development proposals can generate significant public interest. Early communication can help inform the community and provide useful input for your proposal. This could include a preliminary mailout or Public Information Meeting hosted by the applicant. An official Public Hearing will be scheduled in coordination with you by FVRD Staff, typically after First Reading of the Zoning Bylaw Amendment and Official Community Plan Amendment. We anticipate the following sources of public interest that should guide your consultation and application:
 - ☐ Type, timing, and intensity of traffic activity (could be addressed through a Traffic Access and Impact Assessment per below)
 - ☐ Environmental Impact including grading, surfacing, and land clearing (could be address through an Environmental Impact Statement per below)
 - ☐ Noise and light pollution due to film production and related activities on the property
- ☐ **Preliminary Hazard Assessment:** Submit the preliminary hazard assessment to determine feasibility and safety of the proposed development. The assessment should meet the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) [Professional Practice Guidelines](#), [FVRD Hazard Acceptability Thresholds for Development Approvals](#), and be supported by a complete [Geo-Hazard Assurance Statement](#) confirming the property is “safe for the use

intended.” Subsequent site-specific geotechnical assessment will be necessary to identify safe building sites and mitigation measures, though at the risk of the applicant these could be combined with the Preliminary Hazard Assessment. The assessment must be conducted by a Qualified Professional. Please provide this letter to your professional and have them contact me for more information prior to commencing assessment.

- ☐ **Traffic Access and Impact Assessment:** The property is accessed from the end of a residential street with a rail crossing and we anticipate that traffic impact will be of public concern. We recommend providing a comprehensive assessment of anticipated traffic levels, noise, access, and parking. Also detail potential traffic impact mitigation measures and consider the types of vehicle accessing the property and hours of activity. This assessment will strengthen your application and help address anticipated public questions and concern. We recommend contacting the railway company to determine if the existing rail crossing is adequate or if additional review is required.
- ☐ **Environmental Impact Statement:** Tree conservation and environmental values are important community values in Electoral Area C. We recommend providing a comprehensive statement that highlights the environmental considerations of your proposal. Consider elements such as the vegetated buffer per your conceptual site plan, size of the proposed development footprint, area of impermeable surfaces, number of trees to be cut and retained, and any other environmental features you deem relevant. This statement will strengthen your application and help address anticipated public questions and concern.
- ☐ **Wildfire Assessment:** The Manager of Electoral Area Emergency Services has recommended that a Wildfire Assessment be required to assess susceptibility to wildfire (from conditions on and off site) and detail potential mitigation measures. The assessment must be prepared by a Registered Professional Forester licensed in BC and specializing in forest wildfire assessment. Please have your professional contact me for more information regarding their assessment.

Application Requirements – Stage 2 – Development Approvals

The following will be required to complete the development approvals for your proposal:

- ☐ **Development Permit(s)**
 - ☐ **Geological Hazard:** This development permit is required to avoid, mitigate, or minimize geologic and/or stream hazards in accordance with professional evaluation. The permit requires a Geotechnical Hazards Assessment that must be completed by a Qualified Professional. Please have your professional contact me for more information regarding their assessment.
 - ☐ **Riparian Areas (if developing within 30 metres of a stream):** This development permit is required to protect the riparian environment and applies to subdivision, land alteration, and construction within 30 metres of a stream. The permit requires an Assessment Report that must be completed by a Qualified Environmental Professional (QEP). Please have your professional contact me for more information regarding their assessment.

- **Building Permit(s):** Building permits are required for buildings and structures. Please visit the [FVRD Building Department webpage](#), consult [FVRD Building Bylaw 1188](#), and contact the Building Department at building@fvrd.ca for more information on the building permit process and requirements.

This letter does not constitute approval of or support for any proposed land use or development. It is intended as preliminary advice to assist you in submitting your complete application. This letter is based on our review of the preliminary information you provided. We have not inspected the site nor have we assessed the feasibility of the proposal.

The information and requirements outlined in this letter are specific to this proposal and are valid only on the date issued. Many factors could affect the use and development of land beyond those addressed here. Additional information may be required upon review of a complete application, in response to public input, as a result or changes to your application or proposal, or if bylaws and legislation change.

If you have any questions, please contact me at dbennett@fvrd.ca 604-702-5052

We look forward to working with you.

Yours truly,

David Bennett, MCIP RPP

Cc: Wendy Bales, Director Electoral Area C
Graham Daneluz, Director of Planning and Development

Heros of the Golden Mask Films Inc.
#101 – 2544 Douglas Road,
Burnaby, BC V5C 5W7

May 29, 2020

Attention: Sean O'Reilly

Regarding: Preliminary Geo-Hazard Feasibility Review of 44390 Bayview Road, Agassiz
Project: 44899-01

1.0 INTRODUCTION

Valley Geotechnical Engineering Services Ltd. (Valley Geo) has been retained by Heros of the Golden Mask Films Inc. to conduct a qualitative Geo-Hazard Feasibility Review of the subject site. This review summarizes our work to date and presents our observations and findings.

2.0 SCOPE OF WORK

Our scope of work consists of providing a desktop and visual geohazard summary of the property and provide our findings and observations to the client for the purpose of a real estate transaction. Environmental related considerations are outside of our scope of work.

3.0 INFORMATION REVIEWED

Valley Geo has reviewed the following documents in preparation of this report;

- Fraser Valley Regional District Online Mapping System
- Land Title Search
- Map 1487A Surficial Geology
- Google Earth Pro Historical Aerial Imagery
- Fraser Valley Engineering (2018-Oct-17) Geohazard Assessment of 44276 Bayview Road, Lake Errock, BC
- Fraser Valley Engineering (2016-Oct-21) Geohazard Assessment of 44256 Bayview Road, Lake Errock, BC
- Golder Associates (2010-Oct-01) Geotechnical Hazard Assessment of 44296 and 44304 Bayview Road, Lake Errock, BC
- Golder Associates (2008-Feb-28) Geotechnical Hazard Assessment of 44386 Bayview Road, Lake Errock, BC
- Golder Associates (2004-July-23) Geotechnical Hazard Assessment of 44272 and 44280 Bayview Road, Lake Errock, BC

4.0 SITE DESCRIPTION

The subject site is located at 44390 Bayview Road, Agassiz, BC. The property is irregular in shape with a total approximate plan area of 5.4Ha. The property is bound by Canadian Pacific Railway to the east, forested lands to the south, and rural residential properties to the north and west. The property is currently zoned as R-3 – Rural.

The site slopes from the south down towards the north at an overall slope of approximately 2.5H:1V with several steeper sections (1H:1V). Two watercourses have been identified on the property and are both located in the east corner of the property. Both watercourses are well incised and contain large boulders, trees, and other debris from previous debris flow events.

The property is mostly forested with coniferous and deciduous trees with a cleared area for the existing dwelling and a small driveway leading to the middle portion of the property. An old logging road appears to have been cut along the southern property line. A large boulder est. 4m in diameter was observed on the slopes directly above the existing dwelling.

5.0 PROPOSED DEVELOPMENT

It is our understanding that you are proposing to construct a large studio (approximately 40mx40m) and several smaller structures to accommodate staff, training, and film production. Based on our conversations, the studio is proposed to be constructed in the location of the existing dwelling and the smaller structures are proposed along the existing gravel driveway leading the middle portion of the property.

6.0 DESKTOP REVIEW

According to the published Geological Survey of Canada Map 1487A, the subject site is underlain by Mesozoic and upper Paleozoic bedrock (PT). In areas where bedrock is not exposed at the surface, it is generally overlain by a thin deposit, normally less than 2m thick, of glacial, colluvial, and eolian sediments.

Historical Aerial Photography from Google Earth Pro dating back to 2003 was reviewed. No major changes were observed on the property other than the existing owner filling and levelling the area around the dwelling and the area directly north of the building where the septic field is located.

At the time of preparing this report, the UBC Geographic Information Centre which supplies historical aerial photography was closed due to COVID-19. Based on Golder's 2008 report for the neighbouring property, the slopes to the south of the property were logged in the early 1960s followed by a fire late in the same decade. No major indications of slope instability were noted by Golder during their review.

7.0 FIELD REVIEW

Valley Geotechnical carried out a site reconnaissance and test pit investigation on May 25, 2020. Five test pits (TP-01 to TP-05) were on the property with a small track-mounted excavator. Generally, bedrock was encountered approximately 0.9m below grade with the exemption of TP-01 located near the existing boulder headwall where approximately 2.4m of random fill was encountered above the bedrock.

The site reconnaissance consisted of a visual inspection of the slopes and proposed building areas. The following summarizes our site reconnaissance observations:

1. A large boulder, est. 4m in diameter was observed on the slopes directly above the existing dwelling. No other signs of rockfall hazards were observed.
2. The old logging road on the southern slopes is acting as an interception swale and directs water to the west and drains onto the cut slopes directly east of the existing dwelling.
3. Several small drainage channels exist throughout the slopes.
4. The creeks in the most eastern portion of the property show evidence of past debris flood events.

8.0 CONCLUSIONS AND RECOMMENDATIONS

Based on the work completed above, we conclude the following:

- The proposed locations of the structures are feasible from a geo-hazard standpoint.
- Cut and fill will be required to achieve the desired grades.
- Special foundation detailing may be required for the smaller structures and will need to be reviewed at the time of detailed design.
- The large boulder observed on the southern slopes will need to be either removed or secured to the slope.
- Runoff from the slopes will need to be considered, both from the logging road and observed channels, and incorporated into the Civil Engineers Stormwater Management design.
- Existing on-site ditches/ swales will likely need to be upgraded.
- No work will likely be permitted within the eastern portion of the site where the watercourses have been identified.
- A comprehensive topographic survey will be required for development planning.

9.0 REPORT USE AND LIMITATIONS

This qualitative site assessment report has been prepared for use by Heros of the Golden Mask Films Inc. and their representative and can be used by them as they see fit in pursuing the acquisition of this property. The scope of services performed may not be appropriate to satisfy the needs of other users and any use or re-use of this document or the findings, conclusions, or recommendations presented herein are at the sole risk of said user.

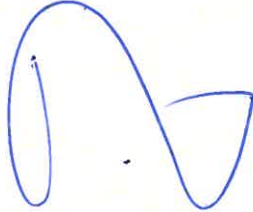
In assessing the subject site, Valley Geo has also relied upon information noted in the report and aerial photos. Accordingly, Valley Geo accepts no responsibility for any deficiency, misstatements or inaccuracy contained in this report as a result of misstatements, omissions, misrepresentations or fraudulent information provided by the persons interviewed or other sources.

This study was not intended to be definitive. Given that the scope of services for this assessment did not include a soil investigation, it is possible that unknown geotechnically related conditions still exist. Conclusions presented herein apply to site conditions existing at the time of our assessment and those reasonably foreseeable.

It is important to note that even the most comprehensive scope of services may fail to detect geo-hazard related issues on the particular site. Therefore, Valley Geotechnical cannot act as insurers and cannot certify or underwrite that a site is free of geo-hazard related issues, and no expressed or implied representation or warranty is included or intended in our reports, except that our work was performed, within the limits prescribed by our client, with the customary thoroughness and competence of our profession.

We thank you for this opportunity to be of assistance. If you have any questions or require additional information please contact the undersigned.

Yours very truly;



Brad VanDelft, A.Sc.T.,Eng.L.
Geotechnical Engineering Licensee - Principal

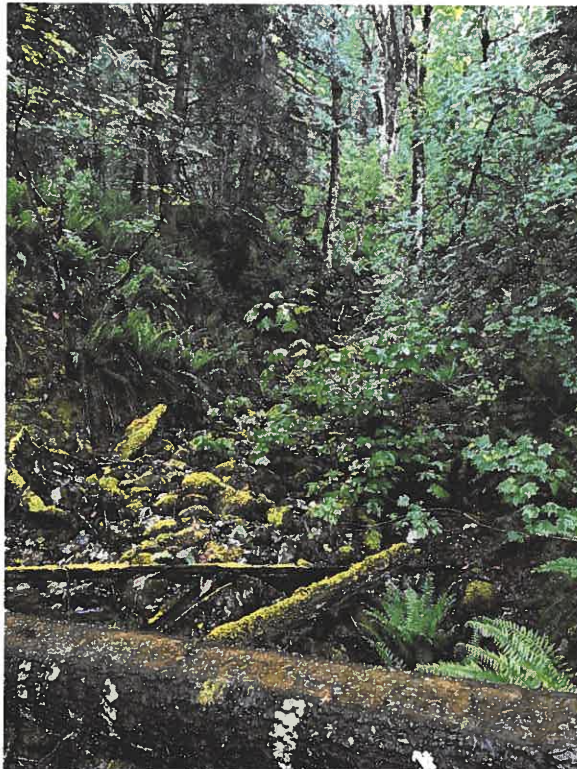
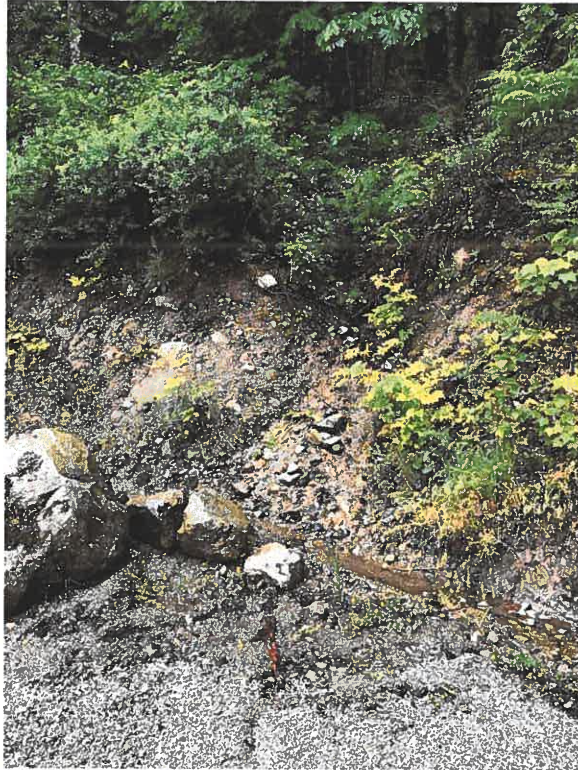


Logan Brown, P.Eng.
Geotechnical Engineer

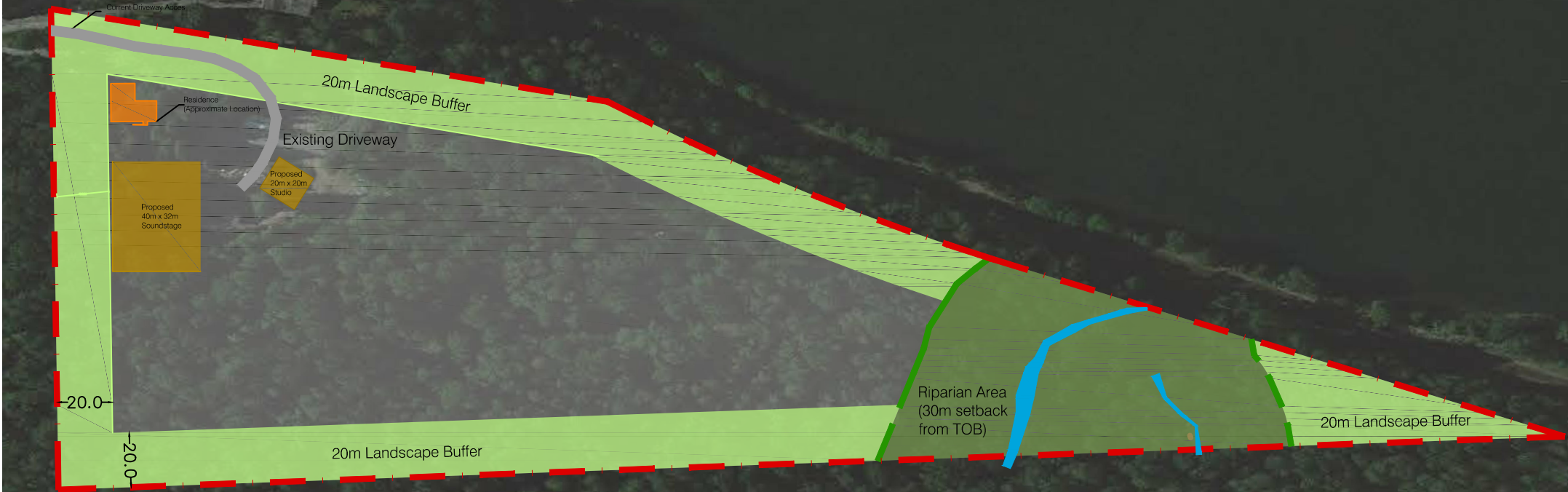


Narayan Abhyankar, FEC, P.Eng.
Senior Geotechnical Engineer

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Conceptual Plan



LEGAL DESCRIPTION
PID: 002-041-154
Lot 2 Plan NWP57252 Section 21
Township 3 Range 30
Meridian Land District 36

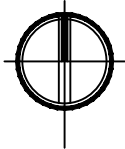
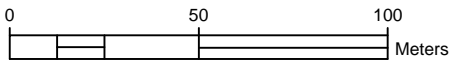
GROSS SITE AREA
5.26 hectares / 12.99 acres

NET SITE AREA
(west of riparian area)
4.32 hectares / 10.68 acres

EXISTING DESIGNATIONS
OCP: Limited Use
Zoning: R-3

PROPOSED DESIGNATIONS
OCP: Rural
Zoning: R-6

LOT YIELD
Existing: 1 lot
Proposed: 1 lot + Riparian Area



**APLIN
MARTIN**
Project 20-1046
2020 / 11 / 23

Drawing
1

FRASER VALLEY REGIONAL DISTRICT
Bylaw No. 1620, 2021

A Bylaw to Amend the Zoning for a portion of Electoral Area C

WHEREAS the Fraser Valley Regional District Board of Directors (“the Board”) wishes to amend *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992*:

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*.

2) MAP AMENDMENT

- a) That Schedule C of *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992*, is amended by rezoning the lands described as:

LOT 2 SECTION 21 TOWNSHIP 3 RANGE 30 WEST OF THE 6TH MERIDIAN
NEW WESTMINSTER DISTRICT PLAN 57252PID 002-041-154

and as outlined in heavy black and cross-hatched on Schedule 1620-A, attached to this bylaw, from the Rural 3 (R-3) to Rural 6 (R-6) zone, as shown on Schedule 1620-A.

- b) That the map appended hereto as Schedule 1620-A showing such amendments is an integral part of this bylaw.

3) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) READINGS AND ADOPTION

READ A FIRST TIME THIS 14th day of January 2021

PUBLIC HEARING WAS HELD 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 Electoral Area C Zoning Amendment Bylaw No. 1620, 2021* as read a third time/adopted by the Board of Directors of the Fraser Valley Regional District on the

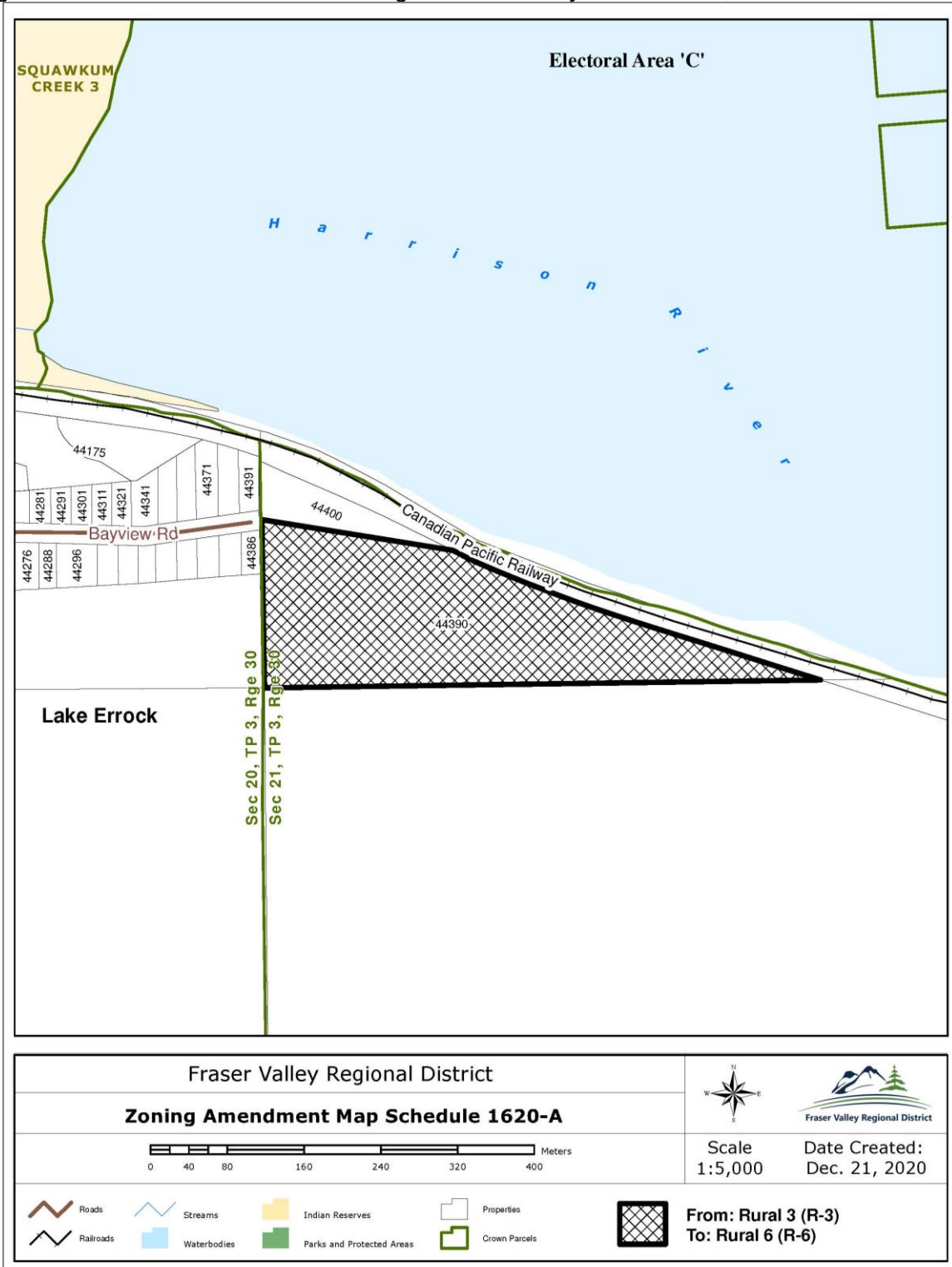
Dated at Chilliwack, B.C. this

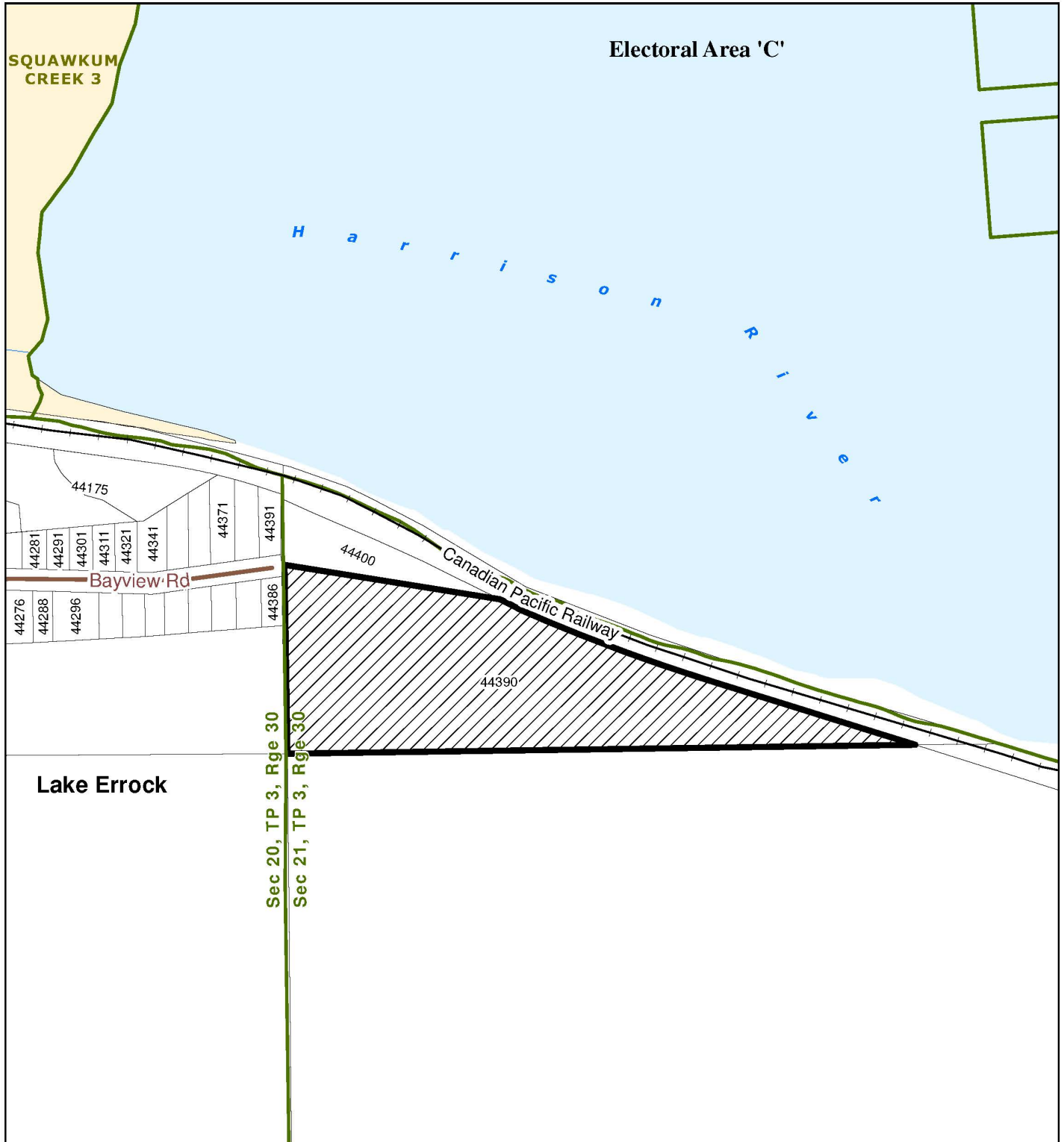
Corporate Officer/ Deputy



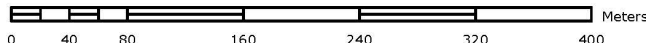








FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1620, 2021

Map Schedule 1620-A

This is map1 of 1 constituting Schedule 1620-A, attached to and forming part of *Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1620, 2021*.





Fraser Valley Regional District		 
OCP Amendment Map Schedule 1621-A		
		Scale 1:5,000
Date Created: Dec. 21, 2020		From: Limited Use To: Rural
 Roads  Streams  Indian Reserves  Properties  Waterbodies  Parks and Protected Areas  Crown Parcels		

SCHEDULE A-2

Zoning Amendment Application

I / We hereby apply to:

☐ Amend the text of Zoning Bylaw No. 552
Purpose (in brief): To allow for the development of a film studio.

☐ Change the Zoning of the 'subject property' in Zoning Bylaw No. 552
From: R-3 (current zone)
To: R-6 (proposed zone)

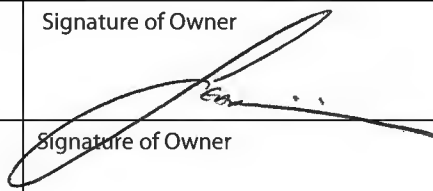
An Application Fee in the amount of \$ 2800 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 44390 Bayview Road, Lake Errock PID 002-041-154

Legal Description Lot 2 Block _____ Section 21 Township 3 Range 30 Plan NWP57252

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's
Declaration

Name of Owner (print) Sean O'Reilly	Signature of Owner 	Date 11/3/2020
Name of Owner (print)	Signature of Owner	Date

Owner's
Contact
Information

Address 1387 Cambridge Dr.		City Coquitlam
Email [REDACTED]		Postal Code V3J2P8
Phone [REDACTED]	Cell	Fax

Office Use Only	Date	File No.
	Received By	Folio No.
	Receipt No.	Fees Paid: \$



Agent

I hereby give permission for Aplin Martin to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner 	Date 11/3/2020
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent Samira Khayambashi		Company Aplin & Martin Consultants LTD
Address 1680-13450 102nd Avenue		City Surrey
Email 		Postal Code V3T5X3
Phone 	Cell	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
--------------------	------

Development Details

Property Size 5.26 hectares (m² or ha)

Existing Use Single-Family Residential

Proposed Development / Text Amendment We are proposing the development of a film studio and sound stage as well as the relocation or redevelopment of the single-detached home on the Subject Site to accommodate short-term, employment-related accommodation and a 20 metre landscape buffer along the perimeter of the Subject Site, required under the R6 zone provisions. We are proposing to rezone the Subject Site from R-3 to R-6 in order to accommodate this development proposal.

Justification and Support The property owner intends to build a film studio and increase employment opportunities in the Fraser Valley Regional District. The Subject Site will be re-designated from R-3 in the Zoning Bylaw to R-6. Preliminary Reports have been completed, including an Environmental Assessment, Arborist Report, Geotechnical Hazard Report, Wildfire Hazard Report, and Traffic Impact Assessment indicating that the Subject Site is suitable for film studio development. The Subject Site has municipal water connections, and septic services will be upgraded to the required standard for a development of this nature. This studio is intended to be a 'turn key' facility where all equipment required for film production will be stored on premises and there will not be equipment rentals, or heavy machinery transiting in and out of the Subject Site.

(use separate sheet if necessary)

Anticipated Start Date: _____

Services

Services	Currently Existing		Readily Available *	
	Yes	No	Yes	No
Road Access	Yes			
Water Supply	Yes			
Sewage Disposal		No		
Hydro				
Telephone				
School Bus Service				

* 'Readily Available' means existing services can be easily extended to the subject property.

Proposed

Water Supply

Proposed

Sewage Disposal

Provincial Requirements

(This is not an exhaustive list; other provincial regulations will apply)

Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes
☐

no
☒

30 metres of the high water mark of any water body

yes
☐

no
☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes
☐

no
☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact the FVRD Planning Department or the Ministry of Environment for further information.

Contaminated Sites Profile

Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes
☐

no
☐

I don't know
☒

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
Location Map			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
Site Plan At a scale of: 1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
Floor Plans			Uses of spaces & building dimensions
			Other:
Landscape Plan Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
Reports			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to **planning, land use management** and related **services** delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 FOI@fvr.ca.

To: Electoral Area Services Committee

Date: 2021-01-14

From: Julie Mundy, Planner 1

File No: 3015-20 2020-07

Subject: Agricultural Land Commission application – Two lot subdivision at 37071 Lougheed Hwy, Electoral Area G

RECOMMENDATION

THAT the application for a two (2) lot subdivision within the Agricultural Land Reserve at 37071 Lougheed Hwy, Electoral Area G be forwarded to the Agricultural Land Commission for consideration.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The property owners of 37071 Lougheed Hwy, Area G are seeking a two lot subdivision for the purpose of a homesite severance in the Agricultural Land Reserve (ALR). The Agricultural Land Commission (ALC) has forwarded the subdivision application to FVRD for review and comment.

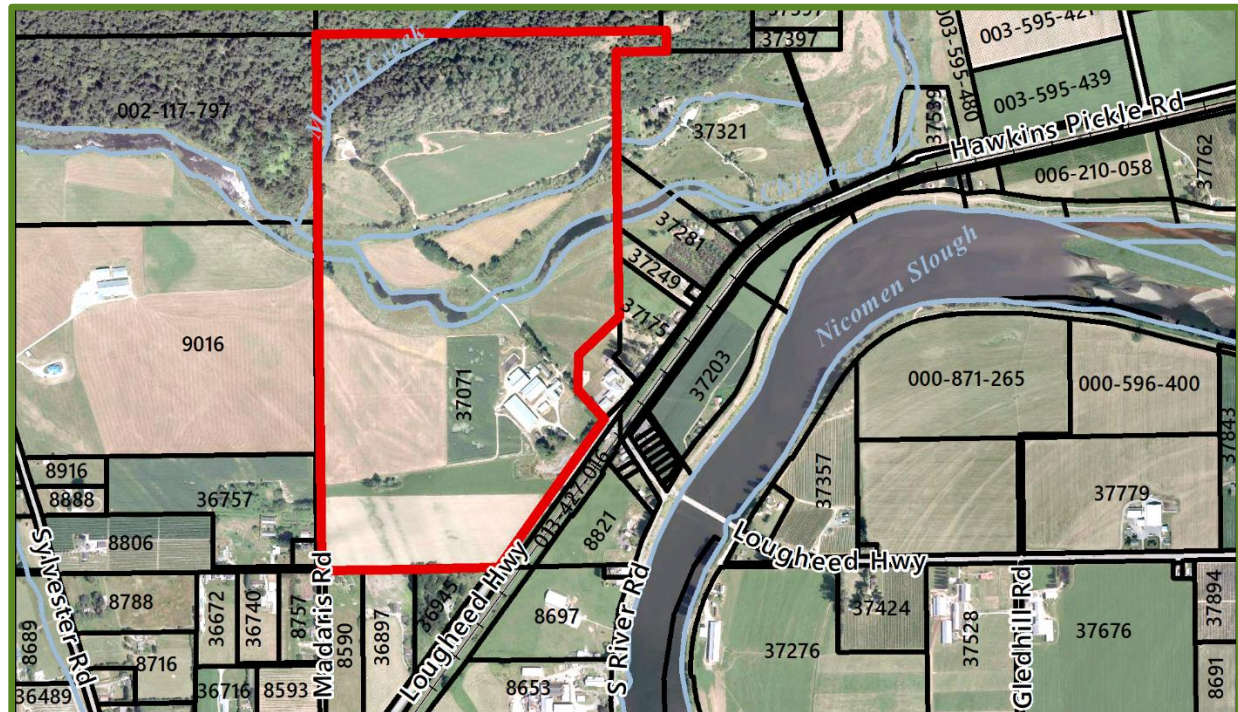
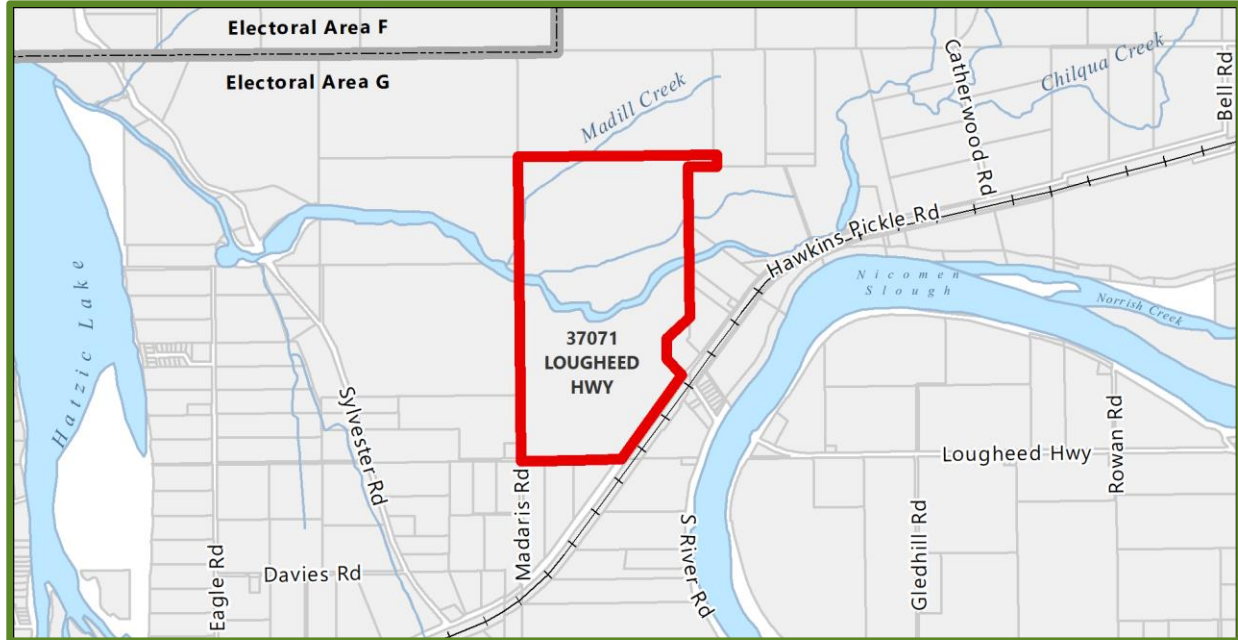
The applicant is proposing to subdivide a 3.5 ha parcel from the parent property (78.5 ha) in accordance with the ALC Homesite Severance Policy.

PROPERTY DETAILS			
Electoral Area	G		
Address	37071 Lougheed Hwy		
PID	013-426-982		
Folio	775.02610.000		
Lot Size	194 acres		
Owner	Norm & Patricia Vander Wyk	Agent	Colin Fry
Current Zoning	Floodplain Agriculture (A-2)	Current OCP	Agricultural (AG)
Development Permit Areas	1-G Geologic and Stream Hazard and 2-G Riparian Areas		
Agricultural Land Reserve	Yes		

ADJACENT ZONING & LAND USES

North	^	Rural 3 (R-3) – Forest
East	>	Civic Assembly (P-1) – Dewdney elementary school Floodplain Agriculture (A-2) – Farm
West	<	Floodplain Agriculture (A-2) – Agricultural
South	v	Floodplain Agriculture (A-2) – Agricultural, Lougheed Hwy

NEIGHBOURHOOD & PROPERTY MAPS



DISCUSSION

Property Description

The property is 78.5 hectares (194 acres) and is located in Dewdney near the Dewdney Bridge. The property is actively farmed as a dairy operation with approximately 300 cows. The majority of the property is harvested for forage (hay and corn) with several barns and bunker silos located at the front of the property near Lougheed Hwy. The property, classified as Dairy Farm Use by BC Assessment, is part of a larger farm unit which includes 4 other rented properties that are used for forage production.

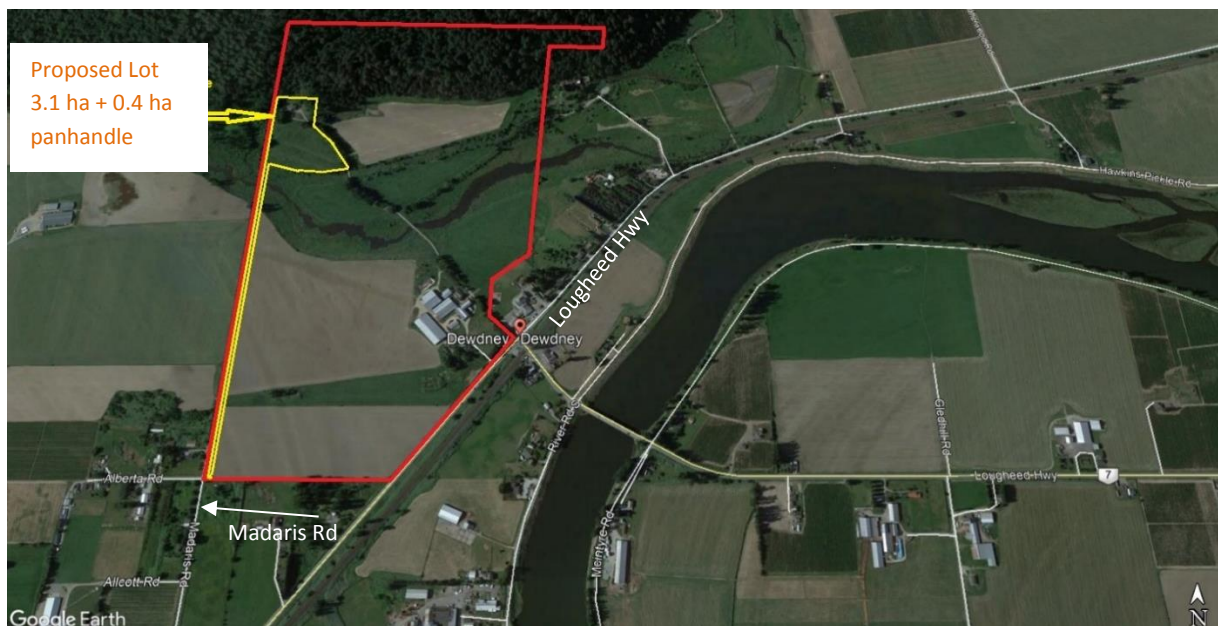
There are two residences and a mobile home for farm help on the property. One residence and the mobile home are located near the farm structures at the front of the lot. The other residence is located in the north-west corner of the lot, and was rebuilt in 2012.

There are several watercourses on the property. Chilqua Slough and an unnamed stream cross the property in an east-west direction, and Madill Creek runs behind a residence in the north western corner of the property. The northern part of the property rises into mountainous terrain. The property is also within the Fraser River Floodplain and the Norrish Creek Alluvial Fan hazard areas.

Proposal

The applicants are proposing to subdivide a parcel of approximately 3.5 hectares from the parent property under the Agricultural Land Commission Homesite Severance policy. The lot would be accessed via panhandle from Madaris Road.

Property	Current Size	Proposed size – approx.
Main parcel	78.5 ha (194 acres)	75 ha (185.3 acres)
Proposed parcel	-	3.5 ha (8.6 acres)

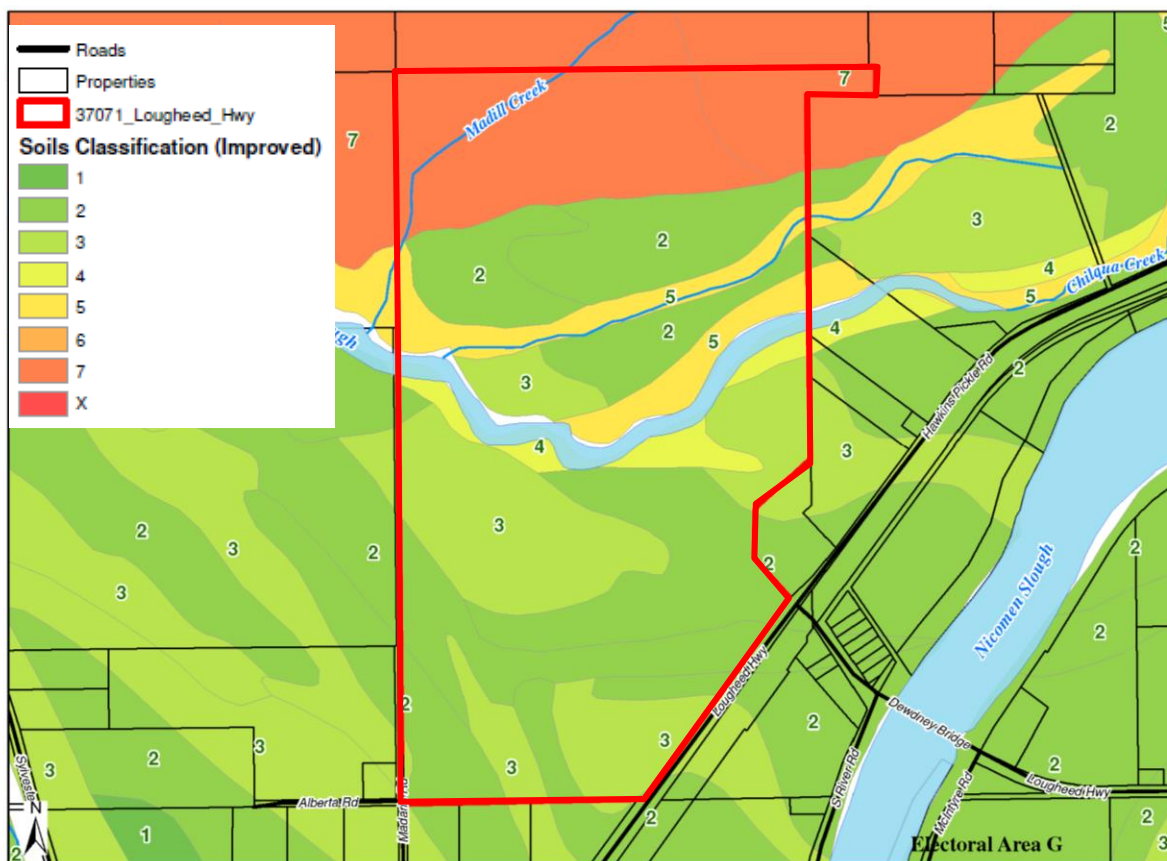


The applicants state the panhandle will provide technical access to a public road, but that there is no intent to actually create this access. Rather, the parcel would continue to be accessed from an existing driveway/ farm road with reciprocal easements registered over the panhandle access (in favour of the farm) and over the driveway (in favour of the severed parcel). Access requirements and challenges are further discussed in the Challenges and Subdivision sections.

Agricultural Capability Classification

Lands within the Agricultural Land Reserve are classified according to their ability to produce a range of crops when considering climate and topography. Soils are classified on a scale of 1 through 7; Class 1 is applied to land that have the climate and soil to allow growth of the widest range of crops and Class 7 is applied to land considered non-arable, with no potential for soil bound agriculture.

Most of the property has an improved agricultural capability of classification of 2 and 3; these lands have the capability of producing a wide range of crops with moderate limitations. The northern portion of the property (outside the ALR) is mountainous and is mapped as Class 7 with no capability for arable or sustained natural grazing. The area of the proposed subdivision includes improved capability classes of 7, 5, and 2.



ALC Homesite Severance

The ALC has an established policy for homesite severances. A key intent of the policy is to allow farmers who have continuously owned and occupied their properties since December 21, 1972 to retire on a portion of their lands severed from the larger parent parcel. There are seven guidelines that apply to homesite severance applications. The ALC policy states there is no right to a homesite severance, and that the ALC shall be the final arbiter as to whether a particular severance meets the guidelines, which include good land use criteria.

Ownership Requirements

The current property owner, Mr. Norman Vander Wyk, has resided on the property since 1965. The applicant has provided documentation showing Norman and Weibe Vander Wyk entered into a right to purchase agreement, which was registered to the property title in 1965. The applicant has also provided two letters of attestation stating Mr. Vander Wyk has lived on the property since 1965. The ALC will determine if the provided documentation meets their requirements for a homesite severance.

Statutory Authority

Section 21 of the *Agricultural Land Commission Act* states that (1) "a person must not subdivide agricultural land unless permitted under this Act" and that (2) "an owner of agricultural land may apply to the commission to subdivide agricultural land". The application was submitted and is being processed in accordance with the *Agricultural Land Reserve General Regulation*.

FVRD Policies and Regulations

Zoning

The property is zoned Floodplain Agriculture (A-2) under '*Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992*'. The minimum parcel size in the A-2 zone is 16 ha (39.5 acres). The proposed lot does not meet zoning requirements, however, Subdivision for a Relative applies to this application.

Subdivision for a Relative

Section 514 of the *Local Government Act* (Subdivision for a Relative) includes provisions to allow smaller parcel sizes than would otherwise be permitted under a Zoning or OCP Bylaw.

Where a homesite severance application has been approved by the ALC, the ALC encourages local governments and approving officers to handle the application in the same manner as an application under Section 514 (Subdivision for a Relative) of the *Local Government Act*.

Requirements for this type of application come from both the *Local Government Act* and the *FVRD Subdivision for a Relative Bylaw* (0618, 2004), and include:

- The applicant must have owned the parcel for at least five years, and
- The application is for the purpose of providing a separate residence for the owner or other specified family member, and
- The remaining parcel must be greater than 2.0 ha after subdivision if the land is farm land, and
- The minimum parcel size that can be subdivided is 1 ha, and
- The minimum size of the parent parcel that may be subdivided is twice the minimum parcel size prescribed for the property in the zoning bylaw

Both the parent property and the proposed parcel would meet the minimum parcel size requirements under provincial legislation and the FVRD Subdivision for a Relative bylaw.

Official Community Plan

The subject properties are designated Agricultural (AG) under *Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. 0866, 2008*.

Relevant Official Community Plan policies include:

Policy 6.1.16 New parcels created by subdivision within the AGRICULTURAL Area Designation shall be configured to maximize agricultural suitability and minimize potential conflicts between farm and non-farm uses.

The proposed parcel leaves the majority of the existing farm operation intact. The new parcel is large enough to support farm activity, especially if it were to lease land back to the parent property. A hedgerow currently buffers much of the proposed parcel from other farm activities. Direct access to the property through the panhandle will be important to reduce potential conflicts of new property owners driving through the exiting farm-

Additionally, the property is within Riparian Areas Development Permit Area 2-G for the protection of the natural environment, its ecosystems, and biological diversity. Per the DPA guidelines, a development permit must be obtained as part of the subdivision process.

It is anticipated that there may be challenges in constructing appropriate access over the existing watercourses.

Subdivision Requirements

Should the applicant receive approval for the proposed subdivision from the ALC, a subsequent subdivision application is required to the Ministry of Transportation and Infrastructure (MOTI). This

application will be reviewed by FVRD to ensure FVRD policies and regulations are met. It is anticipated the following would be required:

- Geotechnical study demonstrating a safe building envelope for the new lot
- Riparian area protection assessment and associated Development Permit
- Assessment of environmental feasibility for the proposed access which crosses a watercourse
- Consideration of road dedication for legal access
- Confirmation of necessary servicing requirements.

Legal access to the site will need to be addressed if an MOTI subdivision application is made. For narrow panhandles, it is often considered best practice to rough in the access before subdivision is complete. This avoids the need to encroach on the parent property during construction at a later date. The proposed panhandle could potentially be combined with an existing, unconstructed 20 foot road allowance directly to the east of the property.

Challenges

A key challenge to this proposal is site access. The proposed homesite severance area is located at the rear of the lot. While this location may minimize disruption to farm activities, it is generally difficult to access. The proposal to create an easement over an existing driveway/farm road for access is likely to work while Mr. Vander Wyk, or someone familiar with the farm resides on the proposed lot. However, this arrangement is unlikely to be desirable with new property owners. The existing driveway passes directly beside the main house and directly around the farm buildings at the front of the lot.

The panhandle access would alleviate concerns about the proposed easement, but may present environmental challenges. The existence of an unconstructed road allowance to the west of the panhandle lends support to the creation of a road or driveway in the proposed location. Before this access could be built, environmental approval under the *Riparian Areas Protection Regulation* and the *Water Sustainability Act* would be required. It is anticipated that environmental approvals to build across the watercourses may be costly or difficult to secure.

There is also the trade-off between the preservation of farmland, and the creation of direct site access via the panhandle.

COST

The \$750 FVRD portion of the application fee has been paid. The applicant will pay the Agricultural Land Commission portion of the fee (\$750) if this application is forwarded to the Agricultural Land Commission.

CONCLUSION

The ALC makes the final decision on applications that are forwarded to them. The role of FVRD is to review, provide comments, and decide if the application should continue forward for ALC review.

From the perspective of FVRD zoning, official community plan, subdivision for a relative, and subdivision policies, the proposed boundary adjustment could be considered. Staff recommend the application be forwarded to the Agricultural Land Commission for the following reasons:

- The ALC will assess the application based on the guidelines in the ALC Homesite Severance policy, including the required ownership and good land use criteria
- Additional technical reporting will be required to assess the feasibility of the proposal at the time of an MOTI subdivision application. It is preliminary for the applicant to undertake this work before having the ALC assess the proposal based on ALC criteria.

Option 1 – Forward to the ALC (Staff Recommendation)

MOTION: THAT the Fraser Valley Regional District Board forward the application for subdivision in the ALR to the Agricultural Land Commission.

Option 2 – Forward to the ALC with Support

MOTION: THAT the FVRD Board forward the application for subdivision in the ALR to the Agricultural Land Commission with support.

Option 3 – Refuse

MOTION: THAT the Fraser Valley Regional District Board decline to forward the application for subdivision in the ALR to the Agricultural Land Commission

COMMENTS BY:

Graham Daneluz, Director of Planning & Development: Reviewed and supported.

Kelly Lownsbrough, Chief Financial Officer/ Director of Finance: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

To: Electoral Area Services Committee

Date: 2021-01-14

From: Julie Mundy, Planner 1

File No: 3015-20 2020-08

Subject: Agricultural Land Commission application – Proposed subdivision (lot line adjustment) at 38332 Nicomen Island Trunk Road, Electoral Area G

RECOMMENDATION

THAT the Fraser Valley Regional District Board forward the application for subdivision (lot line adjustment) in the Agricultural Land Reserve at 38332 Nicomen Island Trunk Road, Electoral Area G to the Agricultural Land Commission with support

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

Foster a Strong & Diverse Economy

BACKGROUND

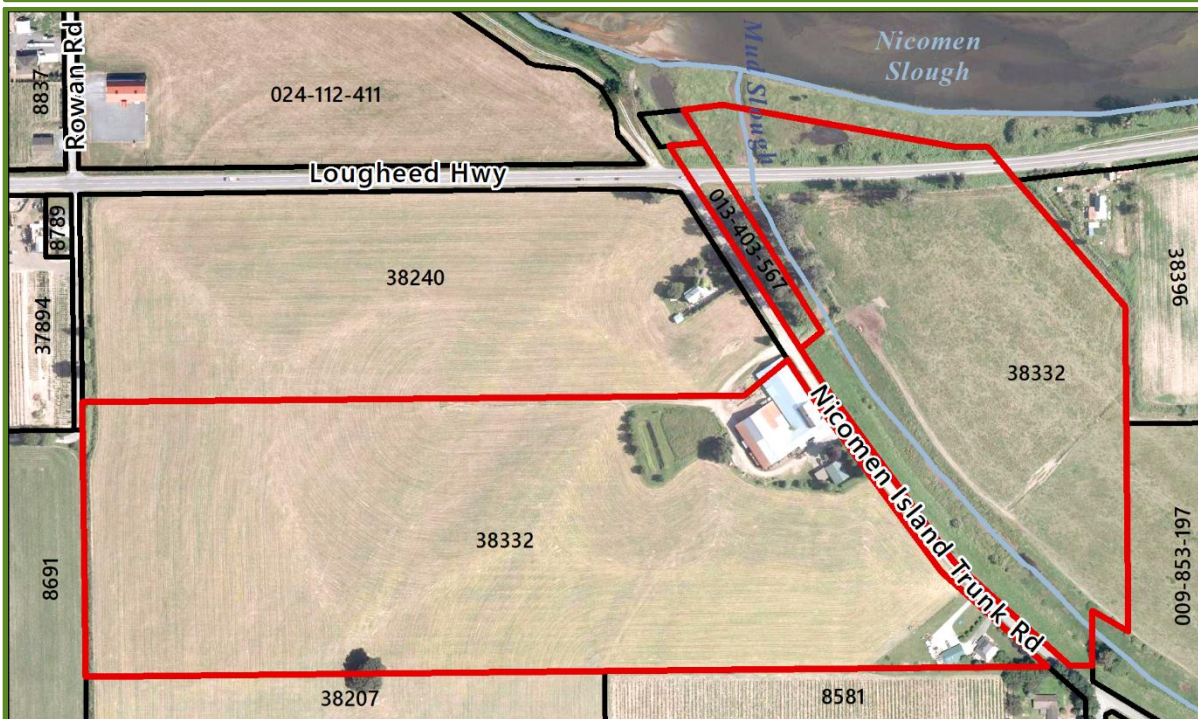
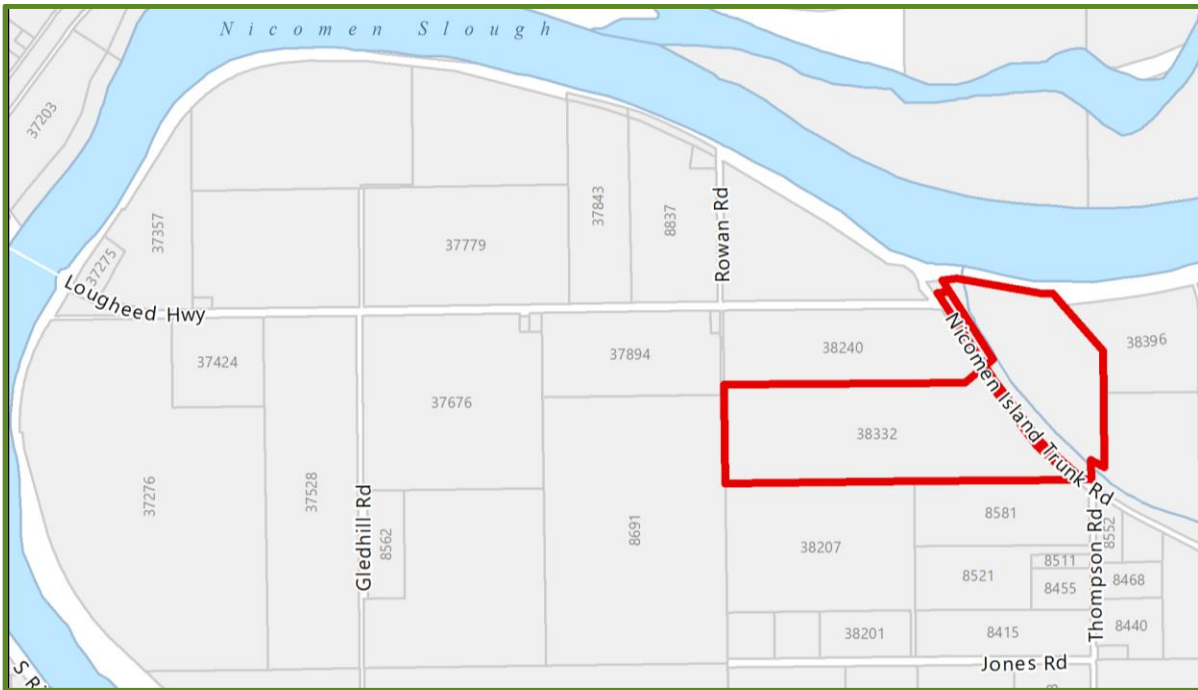
The agent of 38332 Nicomen Island Trunk Road is seeking a lot line adjustment (subdivision) between two adjacent properties in the Agricultural Land Reserve. The properties are 38332 Nicomen Island Trunk Road and PID 013-403-567. The proposal is to amalgamate a 0.45 ha parcel (PID 013-403-567) into the adjacent property, and to simultaneously subdivide a 0.45 ha parcel in a difficult to farm area.

PROPERTY DETAILS			
Electoral Area	G		
Address	38332 Nicomen Island Trunk Road		
PID	013-402-625		
Folio	775.02499.000		
Lot Size	56.67 acres		
Owner	Joyce & Ronald Dell'Oco	Agent	John van Dongen
Current Zoning	Floodplain Agriculture (A-2)	Current OCP	Agricultural (AG)
Development Permit Areas	Riparian Areas Development Permit Area 2-G		
Agricultural Land Reserve	Yes		

ADJACENT ZONING & LAND USES

North	^	Floodplain Agriculture (A-2)/ Rural 4 (R-4); Nicomen Slough
East	>	Floodplain Agriculture (A-2); Farm
West	<	Floodplain Agriculture (A-2); Farm
South	v	Floodplain Agriculture (A-2); Farm

NEIGHBOURHOOD & PROPERTY MAPS



DISCUSSION

Property History and Current Farm Activity

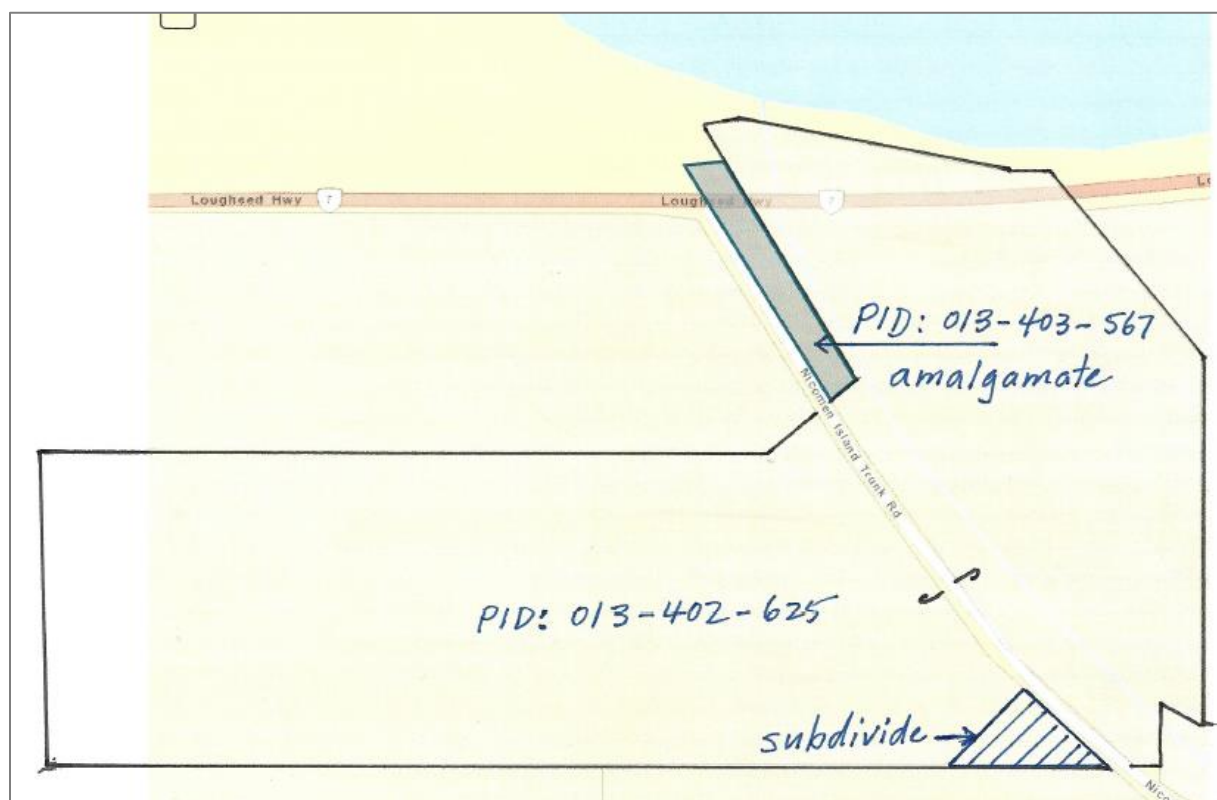
The properties are located on the east end of Nicomen Island in Electoral Area G. Both properties are currently farmed as part of a well established dairy farm. The applicant advises the properties have been continuously farmed by the Dell'Oca family since 1951, and 1966 when each property was purchased. Both properties are classified by BC Assessment as Dairy Farm, and the property owners have identified another 13 parcels on Nicomen Island that form part of their farm operation.

The majority of the main parcel is fenced and hayed. The smaller property is currently fenced, and partially treed. Structures on the main property include dairy barns, a bunker silo, a manure pit, a milking parlour, and two houses. One house was constructed in 1914, and the other was constructed in the 1970's. The older house was moved to the triangular corner of the property in 1991.

Proposal

The applicants are proposing to amalgamate PID 013-403-567 into the main property, and to split an equivalent sized lot from the southern corner of the main property.

Property	Current Size
Lot 1 (main parcel)	56.67 acres (22.9 ha)
Lot 2 (adjusted parcel)	1.12 acres (0.45 ha)



Applicant Rational

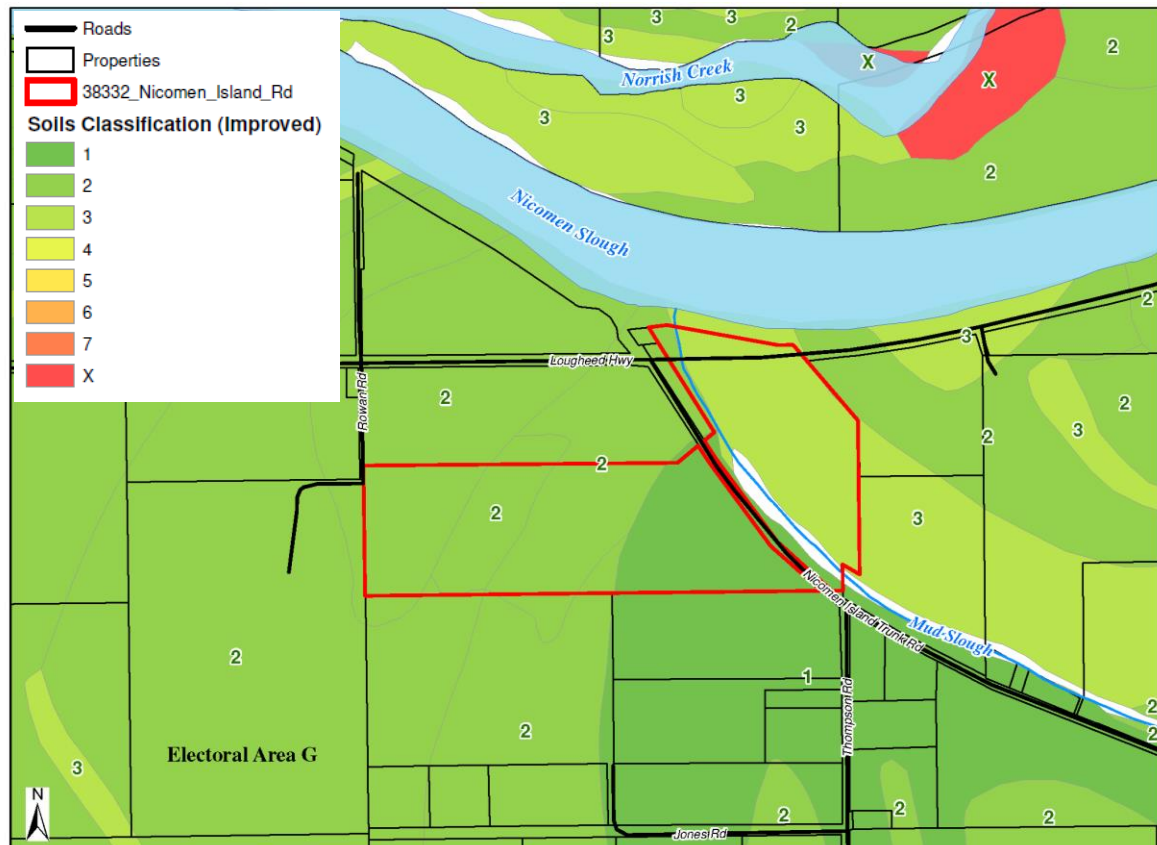
The applicant advises:

- The triangle corner of the property (proposed subdivision area) is an inefficient configuration for farming with large equipment. Specifically, triangular corners are hard on universal joints in power take-off shafts in large farm equipment
- The house was moved to the triangular corner for the purpose of increasing farm efficiency
- The house has been occupied since 1992 by the property owner's daughter who works full time on the farm
- Amalgamating the existing small lot into the larger farm operation will prevent the lot from being used for residential purposes, and alienating farm use.

Agricultural Capability Classification

Lands within the Agricultural Land Reserve are classified according to their ability to produce a range of crops when considering climate and topography. Soils are classified on a scale of 1 through 7; Class 1 is applied to land that have the climate and soil to allow growth of the widest range of crops and Class 7 is applied to land considered non-arable, with no potential for soil bound agriculture.

The properties have an improved agricultural capability classification of 1, 2, and 3. These lands have the capability to produce the widest range of crops.



FVRD Policies and Regulations

Zoning

The subject properties are zoned Floodplain Agriculture (A-2) under '*Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992*'. The proposed subdivision generally qualifies under the Boundary Adjustment policies in Section 413 of the bylaw.

413 Subdivision and Development Control, (6) Boundary Adjustments

Where an application to subdivide adjoining parcels for the purpose of a boundary adjustment; and where either one or all of the original parcels are less than the minimum parcel size for the zone in which the original parcels are located; and where the subdivision relocates the common boundary between the original parcels being subdivided; then the subdivision may be approved by the Approving Officer provided that:

- (a) none of the new parcels are smaller in size than the smallest of the original parcels being subdivided; and
- (b) the number of new parcels is not greater than the number of original parcels being subdivided; and
- (c) no greater number of new parcels will be created which do not comply with the minimum parcel size requirement for the zone in which the parcels are located; and
- (d) for land within an Agricultural Land Reserve, no parcel less than 0.8 hectares shall be created.

The minimum parcel size of 0.8 ha for new parcels in the ALR is not met with the current proposal. The main property is large enough that the applicant could amend their proposal to meet the minimum parcel size requirement. To achieve this, a portion of currently hayed land could be included in the new subdivided parcel.

It may be beneficial to have a smaller parcel size that encompasses the residential footprint while leaving currently farmed land intact. If the ALC is amenable to the proposed parcel sizes, FVRD could consider reducing the minimum parcel size requirement through a Development Variance Permit. FVRD would seek advice from the ALC on the potential impact to agriculture before considering a variance of this nature.

Neither option would require a zoning amendment.

Official Community Plan

The subject properties are designated Agricultural (AG) under *Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. 0866, 2008*.

The proposal shows consistency with the goals of the Official Community Plan subdivision policies, specifically:

Policy 6.1.16 New parcels created by subdivision within the AGRICULTURAL Area Designation shall be configured to maximize agricultural suitability and minimize potential conflicts between farm and non-farm uses.

Additionally, the properties are within Riparian Areas Development Permit Area 2-G for the protection of the natural environment, its ecosystems, and biological diversity. Per the DPA guidelines, a development permit must be obtained through the subdivision process if ALC approval is granted.

Subdivision Requirements

Should the applicant receive approval for the proposed subdivision from the ALC, a subsequent subdivision application is required to the Ministry of Transportation and Infrastructure (MOTI). This application will be reviewed by FVRD to ensure it meets FVRD policies and regulations, including any environmental protections and necessary servicing requirements. The minimum parcel size requirement on ALR lands will also need to be addressed.

COST

The \$750 FVRD portion of the application fee has been paid. The applicant will pay the Agricultural Land Commission portion of the fee (\$750) if this application is forwarded to the Agricultural Land Commission.

CONCLUSION

The ALC makes the final decision on applications forwarded to them. The role of FVRD is to review, provide comments, and decide if the application should continue forward for ALC review.

From the perspective of FVRD zoning, official community plan, and subdivision policies, the proposed boundary adjustment (subdivision) may be approvable. Any approval is subject to the formal subdivision process, including Ministry of Transportation and Infrastructure and FVRD review.

Staff recommend that the application be forwarded to the Agricultural Land Commission with support for the following reasons:

- The number of parcels is not increasing
- The proposal will prevent a residence from being constructed on an existing small parcel
- The proposal generally meets minimum parcel size requirements for a boundary adjustment in the Zoning Bylaw

If the ALC is not supportive of the proposed parcel size, an alternate proposal resulting in a larger minimum parcel size could easily be made.

Option 1 – Forward to the ALC with Support – (Staff Recommendation)

MOTION: THAT the FVRD Board forward the application for subdivision (lot line adjustment) in the ALR to the Agricultural Land Commission with support.

Option 2 – Forward to the ALC

MOTION: THAT the Fraser Valley Regional District Board forward the application for ALR subdivision (lot line adjustment) to the Agricultural Land Commission.

Option 3 – Refuse

MOTION: THAT the Fraser Valley Regional District Board decline to forward the application for ALR subdivision (lot line adjustment) to the Agricultural Land Commission

COMMENTS BY:

Graham Daneluz, Director of Planning & Development: Reviewed and supported.

Kelly Lownsborough, Chief Financial Officer/ Director of Finance: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

To: Electoral Area Services Committee
From: Gavin Luymes, Planning Technician

Date: 2021-01-14
File No: 3090-20 2020-25

Subject: Development Variance Permit 2020-25 to reduce the front setback from 6.0 metres to 4.5 metres for a single-family dwelling at 10080 Mountainview Road, Electoral Area F

RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2020-25 to reduce the front setback from 6.0 metres to 4.5 metres for the proposed single-family dwelling at 10080 Mountainview Road, Electoral Area F, subject to the consideration of any comments or concerns raised by the public.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

PRIORITIES

Priority #3 Flood Protection & Management

BACKGROUND

The owner of 10080 Mountainview Road has applied for a Development Variance Permit to reduce the front setback for a single-family dwelling from 6.0 metres to 4.5 metres under *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992* (Appendix 1: Site Plan).

The property owner applied for a Building Permit (BP014960) to construct the dwelling on September 2, 2020. On review, staff noted that the proposed dwelling did not meet the required floodplain setback of 15.0 metres from the natural boundary of Hatzic Slough under *Fraser Valley Regional District Floodplain Management Bylaw 0681, 2005*. Staff advised the applicant to relocate the dwelling to a site where they were confident the floodplain setback would be met. The applicant is unable to do so because of the required front lot line setback. The applicant has therefore requested relaxation of the front setback to ensure the dwelling can be located 15.0 metres from Hatzic Slough.

PROPERTY DETAILS			
Electoral Area	F		
Address	10080 Mountainview Rd		
PID	008-723-842		
Folio	775.02197.130		
Lot Size	8166 square feet		
Owner	Todd Davies	Agent	n/a
Current Zoning	Rural 1 (R-1)	Proposed Zoning	No change
Current OCP	Suburban Residential (SR)	Proposed OCP	No change
Current Use	Vacant	Proposed Use	SFD
Development Permit Areas	2-F Riparian		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES			
North	^	Rural 1 (R-1); Single Family Dwelling	
East	>	Hatzic Slough	
West	<	Mountainview Rd, Rural 1 (R-1); Single Family Dwelling	
South	v	Rural 1 (R-1); Single Family Dwelling	

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

The property owner of 10080 Mountainview Road has applied to reduce the front setback on their property from 6.0 metres to 4.5 metres for construction of a single-family dwelling. This will ensure the floodplain setback of 15.0 metres from Hatzic Slough can be met, protect development from flood hazard, and create further separation between the proposed dwelling and riparian habitat along Hatzic Slough. The required floodplain and lot line setbacks reduce developable area on this property by approximately 67%. The requested variance is minor and not expected to negatively impact onsite septic, neighbouring properties, or the Mountainview Road right-of-way. There is strong land use rationale for this variance. For these reasons, staff recommend the requested variance be issued.

Variance Request

The applicant has requested the following development variance:

Required Setback	Requested Setback	Difference
6.0 metres (19.7 feet)	4.5 metres (14.8 feet)	1.5 metres (4.9 feet)

The site plan shows a setback of 5.0 metres, but the applicant is entitled to request a setback of 4.5 metres and the additional 0.5 metres does not materially affect analysis of this application.



View of the subject property from Mountainview Road (July 2016)

Variance Rationale

The applicant has provided the following rationale for the variance:

- The requested variance will ensure compliance with the floodplain setback of 15.0 metres from Hatzic Slough and protect the proposed dwelling from flood hazard;
- The variance will ensure the property can be developed despite the floodplain setback; and
- The variance will create further separation between the riparian habitat of Hatzic Slough and the proposed residence.

Staff have evaluated the rationale and support this variance for the following reasons:

- The proposed dwelling is 15.0 metres from the high water mark of Hatzic Slough according to Plan of Subdivision NWP25535 (Appendix 2: Plan of Subdivision). Without the requested variance, the proposed dwelling could not be located further than 14.0 metres from this point. Final siting of the dwelling will be determined during the building inspection process. The applicant is not confident that the floodplain setback would be met without this variance. Based on the available information, staff agree that the variance is necessary to ensure compliance with the floodplain setback of 15.0 metres from Hatzic Slough;
- The property is 8,166 square feet in area. The 15.0-metre floodplain setback and 6.0-metre front setback reduce the developable area to approximately 2,757 square feet, or 33% of the total property. Reduction of the front setback can alleviate this constraint;
- Hatzic Slough provides riparian habitat. The requested variance will increase separation between development and the riparian area. The proposed construction requires a riparian assessment and Development Permit for which the applicant has applied; and

- The requested variance of 1.5 metres is minor and not expected to negatively impact neighbouring properties. The requested variance does not require Ministry of Transportation and Infrastructure approval or negatively impact the Mountainview Road right-of-way.

There is compelling land use rationale for this variance. Staff recommend the variance be issued.



Boundary of Hatzic Slough on the subject property (October 2020)

Septic Management

As shown on the submitted site plan, the porch of the dwelling adjoins the proposed septic field. The foundations of the proposed dwelling are 1.3 metres from the proposed septic field. To ensure the proposed septic field would be viable if the requested variance is issued, staff requested that the applicant provide a letter from an Authorized Person confirming that the septic field could be constructed. The applicant provided a sealed letter from Rob Arden, P.Eng, stating that the septic field is acceptable on the following conditions (Appendix 3: Septic Confirmation Letter):

- The owner must construct a physical barrier around the dispersal area during construction;
- There will be no perimeter drains between the septic disposal area and house foundation; and
- Construction traffic must not travel between the septic dispersal area and house foundation.

Staff will ensure these conditions are met during the building inspection process. The sealed letter confirms that the proposed septic field could be viable if the variance is issued.

Internal Referrals

As part of the application review process, internal referrals were sent to the Fraser Valley Regional District departments of Building, Bylaw Enforcement, and Engineering.

The Manager of Inspection Services expressed concern over the septic field location and stated that the septic field must be approved before a Building Permit can be issued. Rob Arden, P.Eng, has submitted a Record of Sewerage System and letter confirming that the septic field could be viable if the variance is issued. This resolved staff concern over the impact of this variance on the proposed septic field, but the applicant must obtain all further septic and Building Permit approvals.

The Director of Engineering & Utilities stated that the applicant is required to connect to the Hatzic Prairie Water System during the building permit process.

The Bylaw Compliance & Enforcement Officer confirmed that there are no outstanding bylaw enforcement issues on the property.

Neighbourhood Notification and Input

All property owners within 30 metres of the property will be notified by FVRD of the variance application and given the opportunity to provide written comments or attend the Board meeting to state their comments. Staff encourage the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification.

To date no letters of support or opposition have been received.

COST

The application fee of \$1,300.00 has been received.

CONCLUSION

There is strong land use rationale for this variance. The applicant has requested this variance to ensure their proposed development complies with the 15.0-metre floodplain setback from Hatzic Slough. The requested variance will protect the property from flood hazard and reduce the impact of development on riparian habitat near Hatzic Slough. The subject property is relatively small and existing setback requirements significantly restrict buildable area. The requested variance is minor and not expected to negatively impact onsite septic, neighbouring properties, or the Mountainview Road right-of-way. For these reasons, staff recommend the Board issue Development Variance Permit 2020-25 to reduce the required front lot line setback from 6.0 metres to 4.5 metres at 10080 Mountainview Road.

If the requested variance is not granted, the applicant could reduce the size of the proposed dwelling to ensure compliance with the 15.0-metre floodplain setback. The applicant could also build where permitted and accept greater risk that the floodplain setback will not be met during the building inspection process. The applicant could seek a site-specific exemption to the required floodplain setback, but this would require Board approval and a significant hydrogeological study.

Option 1: Issue (Staff Recommendation)

Staff recommend the Fraser Valley Regional District Board issue Development Variance Permit 2020-25 to reduce the front lot line setback from 6.0 metres to 4.5 metres at 10080 Mountainview Road, Electoral Area F, subject to the consideration of any comments or concerns raised by the public.

Option 2: Refuse

If the Board wishes to refuse the variance request, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2020-25 for the property at 10080 Mountainview Road, Electoral Area F.

Option 3: Refer to Staff

If the Board wishes to refer the application to staff so that outstanding issues identified by the Board can be addressed, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2020-25 for the property at 10080 Mountainview Road, Electoral Area F to staff.

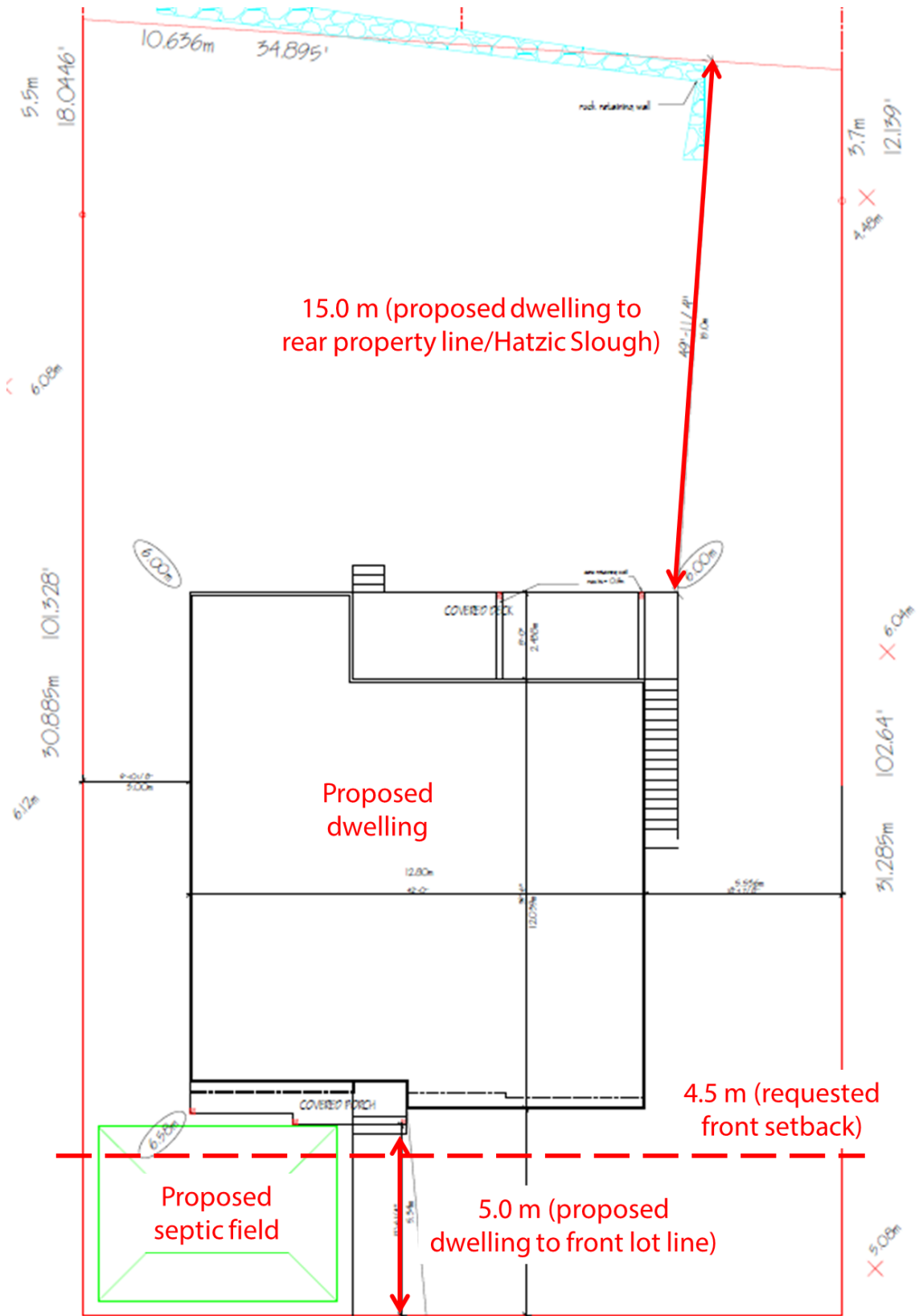
COMMENTS BY:

Graham Daneluz, Director of Planning & Development:	Reviewed and supported.
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Kelly Lownsborough, Chief Financial Officer/ Director of Finance:	Reviewed and supported.
--	-------------------------

Jennifer Kinneman, Chief Administrative Officer:	Reviewed and supported.
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Appendix 1: Site Plan



15

Plan 2872

13

Plan 2872

Subject property

1

2

Appendix 3: Septic Confirmation Letter



December 8, 2020

File 20-11

District of Mission
8645 Stave Lake Road
Mission BC
V2V 6B2

Attention: Building Permit Department

Re: 10080 Mountain View Road, Mission, BC

Arden Consulting Engineers Ltd. (ACE) has reviewed the August 3, 2020 site plan prepared by Columbus Projects for Mr. Todd Davies. The site plan shows the building foundation 1.3m from the edge of the sand mound toe. This is acceptable to ACE based on the following conditions:

- The contractor/owner erects and maintains a physical barrier around the perimeter of the septic dispersal area as shown on ACE site plan project file 20-11 page 1 prior to the onset, and for the duration of the construction period. Steel fencing is acceptable.
- There will be no perimeter drains around the house foundation between the septic dispersal area and house foundation
- Construction traffic shall not be permitted to travel between the septic dispersal area and house foundation except for the purpose of construction of the septic field

We trust that this provides the information you currently require. If you have any questions or require comment, please feel free to contact the undersigned.

Yours truly,

ARDEN CONSULTING ENGINEERS LTD.

PER:

Rob Arden, P.Eng



ARDEN CONSULTING ENGINEERS LTD.

28049 Myrtle Avenue, Abbotsford, BC V4X 2P5 Phone: (604) 807-1712 Fax: (604) 855-9194
www.arden-engineering.com



FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2020-25 **Folio No.** 775.02197.130

Issued to: Todd Davies

Address: 9957 Dewdney Trunk Road, Mission, BC

Applicant: Todd Davies

Site Address: 10080 Mountainview Road, Electoral Area F

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 33 SECTION 1 TOWNSHIP 18 NEW WESTMINSTER DISTRICT PLAN 25535

PID: 008-723-842

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

AUTHORITY TO ISSUE

This Development Variance Permit is issued under Part 14 - Division 9 of the *Local Government Act*.

BYLAWS SUPPLEMENTED OR VARIED

Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992 is **varied** as follows:

Part 400, Section 412 (1) shall require that all buildings and structures be sited not less than 4.5 metres from the front lot line and 6.0 metres from the rear and exterior-side lot line.

SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.
2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.
3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".

4. All new construction shall be generally in compliance with Building Permit No.014960.

GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 - Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developer's obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.
5. The Archaeology Branch of the Province of British Columbia must be contacted (phone 250-953-3334) if archaeological material is encountered on the subject property. Archaeological material may be indicated by dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artefacts such as arrowheads and other stone tools, or human remains. If such material is encountered during demolition or construction, a Heritage Conservation Act Permit may be needed before further development is undertaken. This may involve the need to hire a qualified Archaeologist to monitor the work.

SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted: (a) an irrevocable letter of credit in the amount of: \$ <N/A>.
 (b) the deposit of the following specified security: \$ <N/A>.

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2020-25. The notice shall take the form of Appendix I attached hereto.

AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE 28th DAY OF JANUARY, 2021

Chief Administrative Officer / Deputy

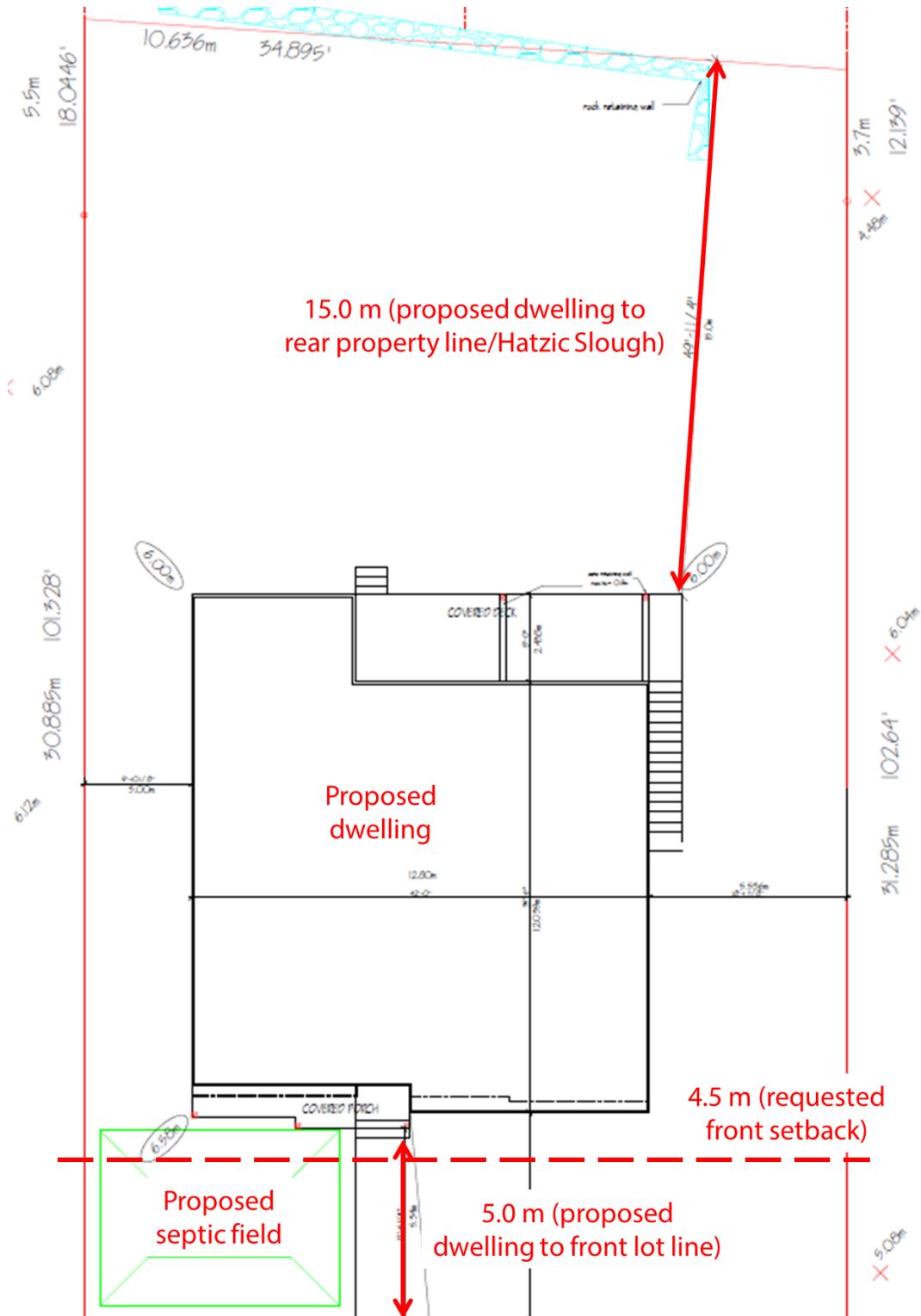
THIS IS NOT A BUILDING PERMIT

DRAFT

DEVELOPMENT VARIANCE PERMIT 2020-25
SCHEDULE "A"
Location Map



DEVELOPMENT VARIANCE PERMIT 2020-25
SCHEDULE "B"
Site Plan



SCHEDULE A-4

Permit Application

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

1300.00


An Application Fee in the amount of \$_____ as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 10080 Mountainview Road, Hatzic Praire PID 008-723-842

Legal Description Lot 33 Block 1 Section 18 Township NWD Range 25535 Plan

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's
Declaration

Name of Owner (print)	Signature of Owner	Date
Todd Davies		Decemeber 14, 2020.
Name of Owner (print)	Signature of Owner	Date

Owner's
Contact
Information

Address	35411 Nakiska Court	City	Abbotsford
Email			Postal Code V3G1J6
Phone	Cell	Fax	

Office Use Only	Date	File No.
	Received By	Folio No.
	Receipt No.	Fees Paid: \$

Agent

I hereby give permission to _____ to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
--------------------	------

Development Details

Property Size 758.47 sq. m. Present Zoning R-1
Existing Use Vacant Land
Proposed Development Single-Family Dwelling

Proposed Variation / Supplement _____
Setback reduction to 4.5 meters from front lot line.

(use separate sheet if necessary)

Reasons in Support of Application 1. The variance will ensure I comply with Floodplain Management Bylaws as well as avoid any future flood hazards.

2. The variance will ensure that the lot can be developed for its intended residential use.

3. The variance will create further separation between the environmentally sensitive area of Hatzic Slough and the proposed residence.

**Riparian
Areas
Regulation**

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes
☒

no
☐

30 metres of the high water mark of any water body

yes
☐

no
☒

a ravine or within 30 metres of the top of a ravine bank

“Water body” includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

**Contaminated
Sites Profile**

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed “Site Profile” for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes
☐

no
☒

the property has been used for commercial or industrial purposes.

If you responded ‘yes,’ you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

**Archaeological
Resources**

Are there archaeological sites or resources on the subject property?

yes
☐

no
☒

I don't know
☐

If you responded ‘yes’ or ‘I don’t know’ you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
Location Map			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
Site Plan At a scale of: 1: _____			Reduced sets of metric plans
			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
Floor Plans			Uses of spaces & building dimensions
			Other:
Landscape Plan Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
Reports			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to **planning, land use management** and related **services delivered**, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 FOI@fvrd.ca.

To: Electoral Area Services Committee

Date: 2021-01-14

From: Tarina Colledge, Emergency Management Specialist

File No: 0230-24-UBCM

Subject: Letter to UBCM recommending a Standing Committee on Emergency Management

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize the Board Chair to sign and send the attached letter to the Union of BC Municipalities requesting that the UBCM Flood and Wildfire Advisory Committee evolve into a standing committee on emergency management.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services
Support Healthy & Sustainable Community

PRIORITIES

Priority #3 Flood Protection & Management

BACKGROUND

The Province of BC is modernizing the *Emergency Program Act* – the provincial legislation that governs local government Emergency Management activities. The Province has identified the Union of BC Municipalities (UBCM) as the primary vehicle for consulting with local governments on the changes to the legislative framework for Emergency Management in BC.

FVRD is an active member of the UBCM Flood and Wildfire Advisory Committee. In response to the effort by the Province to update the *Emergency Program Act*, the role of this committee has evolved to consider emergency management more broadly. Flood and wildfires are not the only emergencies faced by local government, and the committee focus has shifted to advising and engaging in regards to the emergency management legislative modernization.

There is an opportunity for UBCM to formally expand the mandate of the committee to emergency management rather than a more narrow focus on flood and wildfires. This change would position the committee to better engage with the Province to achieve the best outcomes for local governments with respect to the new Emergency Management legislation. The UBCM committee would be well positioned to ensure that the new Emergency Management legislation is aligned with the suite of legislation under which local governments operate.

DISCUSSION

FVRD Staff have been participating in the UBCM Flood and Wildfire Advisory committee, which was created initially in response to the floods and wildfires of 2018. The focus of this committee has shifted to advising and collaborating with Provincial staff on the modernization of the provincial emergency management legislation.

A discussion paper (Modernizing BC's Emergency Management Legislation, Oct, 2019) indicated the direction the Province intends to go with new Emergency Management legislation. A number of local governments, including FVRD, raised concerns about overlap and potential inconsistencies between the potential new legislation and the existing acts governing regional districts and municipalities. Modernizing Emergency Management, through the lens of one suite of legislation, has the potential to create gaps between the *Local Government Act*, the *Community Charter*, and *Municipal Finance Act*. For example, proposed changes involve budgetary impacts to local governments without addressing methods to resource additional assigned responsibilities in implementing the Province's programs.

UBCM can help facilitate modernization and continuance of local government emergency management practices in greater alignment with local government operations as a whole to ensure the modernization is respectful of the entire legislative framework under which we operate. Evolving the UBCM Flood and Wildfire Advisory Committee is the ideal next step to implement proper consultation and collaboration through the next phases of local government emergency management modernization.

COST

There are no costs associated with this report.

CONCLUSION

Staff have engaged with UBCM to discuss possible options and believe that moving the UBCM Flood and Wildfire Advisory Committee to a standing committee on emergency management is the next step to ensure modernization of emergency management is met with fulsome and meaningful consultation respectful of the framework under which local governments operate.

COMMENTS BY:

Graham Daneluz, Director of Planning & Development:	Reviewed and supported.
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Kelly Lownsbrough, Chief Financial Officer/ Director of Finance:	Reviewed and supported.
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Jennifer Kinneman, Chief Administrative Officer:

Reviewed and supported.

President Brian Frenkel
Union of BC Municipalities
Suite 60-10551 Shellbridge Way
Richmond, BC V6X 2W9

RE: UBCM Flood and Wildfire advisory committee

Dear President Frenkel,

Fraser Valley Regional District is grateful to participate in the UBCM Flood and Wildfire Advisory Committee. We commend the evolution of the Emergency Management framework in British Columbia and the work of UBCM and the Province of BC.

Through participation in this committee, we recognize a notable gap with respect to fulsome and meaningful consultation with municipalities and regional districts as envisioned within the spirit of the *Local Government Act* and *Community Charter*. The Flood and Wildfire Advisory Committee was a positive first step in building a framework for consultation and communication.

The field of Emergency Management is vast and fragmented. Local emergency programs are implemented and interpreted with broad variance across the province. The lack of centralized communication channels or common approaches results in consultation and comprehension gaps. Many appointed with the responsibility for local government emergency management programs operate under banners of Fire/Rescue Services, Police Services, or external contract; rarely interacting with the local government framework. Contractors operate solely within the context of their agreement with little engagement with senior leadership in their organizations.

Modernizing Emergency Management through the lens of one suite of legislation has the potential to create gaps in the correlation between the *Local Government Act*, *Community Charter*, and *Municipal Finance Act*, among other legislative suites. Local governments are struggling to address current mandates, in addition to reviewing and providing feedback on initiatives that are launched without advance consultation for alignment of the local government framework.

The UBCM places an emphasis on communication with local governments and consultation with orders of government. FVRD suggests there may be an opportunity for UBCM to facilitate greater and continued engagement in the field of local government emergency management, potentially by transitioning the Flood and Wildfire Advisory Committee into a Standing Committee for Emergency Management to foster clear communication and consultation processes into place, bridging the gaps with local government emergency management. Additionally, the inclusion of engagement with the BC Association of Emergency Managers in a standing committee could be considered as a method to ensure effective outreach and input from the practitioner audience. This would be of mutual benefit to Emergency Management BC and local governments across the province.

By fostering a collaborative approach to local government emergency management initiatives, together we can ensure effective partnerships that support and sustain a safer British Columbia in alignment with the all-of-society approach in the Sendai Framework for Disaster Risk Reduction.

Thank you for your consideration.

Jason Lum, Chair