

November 29, 2018

**File Numbers: 3320-20-2016-00635**

BRIDAL FALLS RV PARK INC. BC0865655  
Box A – 53480 Bridal Falls Road  
Rosedale, BC V0X 1X1

And

201-45793 Luckakuck Way  
Chilliwack, BC V2R 5S3

c/o Mr. Ron Sturm and Mr. Terry Dirks and Mr. Arnold Poettcker

By email: [REDACTED]

Dear Mr. Sturm, Mr. Dirks and Mr. Poettcker:

**RE: 53480 Bridal Falls Road – Bridal Falls RV Cottage Resort**

Further to my attached letter of July 24, 2018, the following items remain outstanding, and require your immediate attention and confirmation:

1. Storage of materials on adjacent Crown Lands to the south observed.



The FVRD does not have confirmation of approval from the Province for material storage. You advised that you have written authorization/approval from the Province and will submit a copy of this approval for this material storage to the FVRD. Alternatively, please remove all materials from the adjacent Crown Lands and initiate the installation of the required fencing to prevent further trespass and material storage.

**Action Required:**

**Please submit a copy of your authorization from the Province, or remove all materials from the adjacent Crown Lands.**



2. A number of enclosed decks were inspected during the site inspection on July 10, 2018 as noted in the photographs below:





Enclosed Decks (e.g. Arizona room/sunroom) are expressly prohibited on any lot within the development under the Comprehensive Development 1 (CD-1) Zone. The enclosed decks inspected all included floor to ceiling glass sliding panels on tracks that could be opened. Some of the glass panels included blinds. You clarified that all glass enclosures were approved by Bridal Falls RV Park and are all installed to your standards using a Lumon Retractable Frameless Glass Windbreak standard.

The rationale for the Comprehensive Development 1 (CD-1) Zone excluding "Enclosed Deck (e.g. Arizona room/sunroom) and specifically referencing "One (1) Open Deck", was based upon the desire to allow for construction of Open Decks under 215 sq ft without Building Permits. This is in keeping with the allowance to place of Holiday Cottages without Building Permits and for placement of sheds under 100 sq ft. without Building Permits. During the rezoning review, decks were expressly considered as Open Decks and not habitable space because the sanitary sewer capacity is calculated based on seasonal occupancy of sites and maximums of 1-2 bedrooms. Enclosing open decks may lead to additional occupancy and sewage flows and may require further review.

The "Recreational Vehicles" and "Holiday Cottages" are defined in the Comprehensive Development 1 (CD-1) Zone to not require the issuance of a Building Permit. Open decks that are less than 20 m<sup>2</sup> (215 sq.ft) do not require issuance of a building permit. Enclosed decks require issuance of a building permit. The CD zone was specifically written to exclude enclosed decks/sunrooms/Arizona rooms so that site users would not have to obtain building permits if they constructed open decks under 20 m<sup>2</sup>. Changes to the CD zone to allow enclosed decks will require an application for a zoning amendment. I have reviewed this matter with Paul Gipps, CAO who has confirmed that Building Permits are required for the construction of the enclosed decks.

#### **Action Required:**

**Please submit an application for rezoning to amend the Comprehensive Development 1 (CD-1) Zone to permit the enclosed decks. As you discussed with Paul Gipps, the intent will be to:**

- 1. Amend the Zoning Bylaw to permit enclosed decks;**
  - 2. Establish guidelines for the enclosed decks (Lumon product on tracks);**
  - 3. Require a Building Permit for the enclosed Decks; and**
  - 4. Establish standard Building Permit drawings and specifications for each "style" of enclosed deck, to streamline the Building Permit process for each individual strata lot owner.**
3. Fire Hydrants – On December 20, 2017 it was brought to your attention that the condition of a Fire Hydrant within Phase I meant that it was unlikely to be able to be used by FVRD Emergency Services. You stated that the hydrants are in process of being raised or relocated.



**Action Required:** Please advise when this work is completed, so that the Popkum Fire Department can be advised.

July 24, 2018

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BRIDAL FALLS RV PARK INC. BC0865655  
Box A – 53480 Bridal Falls Road  
Rosedale, BC V0X 1X1

c/o RON STURM

By email: [REDACTED]

Dear Mr. Sturm:

**RE: 53480 Bridal Falls Road – Bridal Falls RV Cottage Resort**

Further to complaints received by the FVRD, David Bennett, Planner 2 and I conducted a site inspection on May 17, 2018 and we met with you on site on July 10, 2018. The following is a summary of our discussion and the FVRD review of the Lumon Retractable Frameless Glass windbreaks installed on a few decks of the Holiday Cottage units.

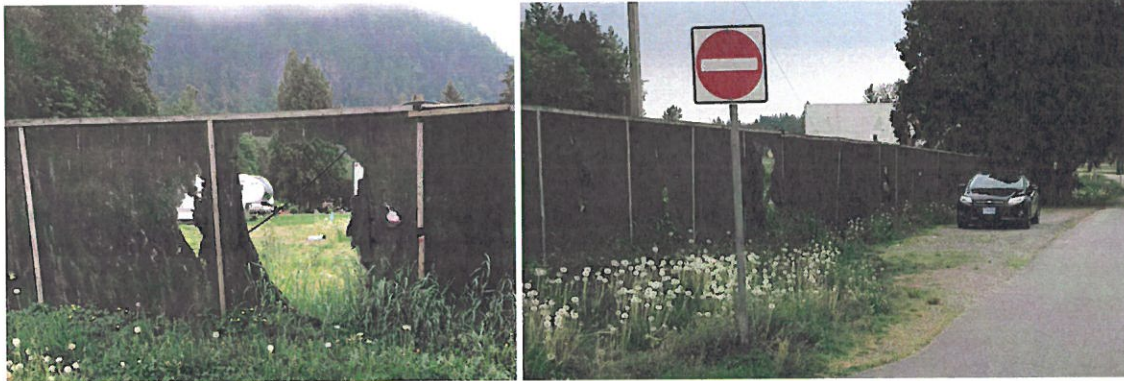
1. In accordance with registered covenant CA4044029 fencing must be installed on the top of all retaining walls in excess of 1.20m as detailed on the Fencing/Retaining Wall Plan prepared by Civic Consultants Ltd. and dated July 28, 2014, a copy of which is attached hereto. You advised that this will be completed with the completion of each phase of development, and this is acceptable to the FVRD.



Fencing is required throughout the development on all walls over 1.2m



2. The Comprehensive Development 1 (CD-1) Zone Section 2709 requires screening of the development around the exterior of the development composed of a hedge of compact plant or tree material, a decorative wooden fence, a masonry wall, a chain-link fence, a natural vegetative view obstructing barrier, or a combination thereof. Portions of the existing temporary fence constructed with fabric screen do not meet the Zoning Bylaw requirement.



It is acknowledged that your site is under development. My intent is to bring to your attention that screening is required prior to completion of the last phase of the development. As we discussed, you advised that this fencing and screening will be completed with the later phases of the development. However, prior to registration of Phase III of the subdivision, fencing adjacent to neighbouring Crown Lands is required to prevent trespass, the FVRD is holding a letter of credit for this fence. The neighbouring Crown lands are discussed further in point 3 below.

3. Storage of materials on adjacent Crown Lands to the south was observed.



The FVRD does not have confirmation of approval from the Province for material storage. You advised that you have written authorization/approval from the Province and will submit a copy of this approval for this material storage to the FVRD. Alternatively, please remove all materials from the adjacent Crown Lands and initiate the installation of the required fencing to prevent further trespass and material storage.



4. A number of enclosed decks were inspected during the site inspection on July 10, 2018 as noted in the photographs below:





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Please submit an application for rezoning to amend the Comprehensive Development 1 (CD-1) Zone to permit the enclosed decks. As you discussed with Paul Gipps, the intent will be to:

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5. Fire Hydrants – On December 20, 2017 it was brought to your attention that the condition of a Fire Hydrant within Phase I meant that it was unlikely to be able to be used by FVRD Emergency Services. You stated that the hydrants are in process of being raised or relocated. Please advise when this work is completed, so that the Popkum Fire Department can be advised.




6. Emergency Access. The FVRD Planning Department understands that the FVRD Popkum Fire Department requested that you ensure that an EMS Key Vault be installed for after-hours access to the development, and that this access has been provided. In addition, as detailed in the Ministry of Transportation and Infrastructure's preliminary approval for phase I, a vehicle storage lane will be required on Cheam Road if a gate for the main access to the site is to be placed immediately adjacent the road. Please co-ordinate this work with the Ministry and provide the Popkum Fire Department with the requested access keys.

As we discussed May 17, 2018 and July 10, 2018 you requested that for any future site inspections, that you be invited to attend. In the future I will invite you to attend future site inspections.

Should you require additional information, please contact me at 604-702-5004 or toll-free at 1-800-528-0061.

Sincerely,



Margaret-Ann Thornton  
Director of Planning & Development

Att: Fencing/Retaining Wall Plan (Civic Consultants)  
Rezoning application link on FVRD website:

<http://www.fvrd.ca/assets/Services/Documents/Planning~and~Development/Application~Forms~and~Resources/Zoning%20Application%20Form.pdf>

cc: Bill Dickey, Director of Electoral Area D  
Paul Gipps, Chief Administrative Officer  
Graham Daneluz, Deputy Director of Planning & Development  
David Bennett, Planner 2  
Louise Hinton, Bylaw Compliance and Enforcement Officer