



STAFF REPORT

To: Electoral Area Services Committee

Date: 2025-12-04

From: Julie Mundy, Planner I

File No: 6480-30-71 &
3360-27 2025-02

Subject: Official Community Plan and Zoning Amendment Application at 43940 Frost Road, Area H

Reviewed by: Katelyn Hipwell, Manager of Planning
Graham Daneluz, Director of Planning & Development
Jennifer Kinneman, Chief Administrative Officer

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider the Official Community Plan and Zoning amendment applications for 43940 Frost Road, Area H;

AND THAT the Fraser Valley Regional District Board direct staff to co-ordinate a public information meeting with the applicant to publicly present the development proposal for 43940 Frost Road;

AND THAT the Fraser Valley Regional District Board defer further consideration of the Official Community Plan and Zoning amendment applications until after a public information meeting has been held.

BACKGROUND

The agent for 43940 Frost Road has applied for official community plan and zoning amendments to enable the development of an RV campground and holiday homes. The proposed amendments are:

- Zoning: From Rural 3 (R-3) to Residential Recreational Assembly (RRA)
- OCP: From Rural (R) to Resort (RT)

The proposal is to develop a “resort campground” with 50 RV sites and 12 holiday cabins. The development would also include an off-leash dog park, washroom/shower building, management office with convenience store, playground, and the required utility infrastructure.

Property Description

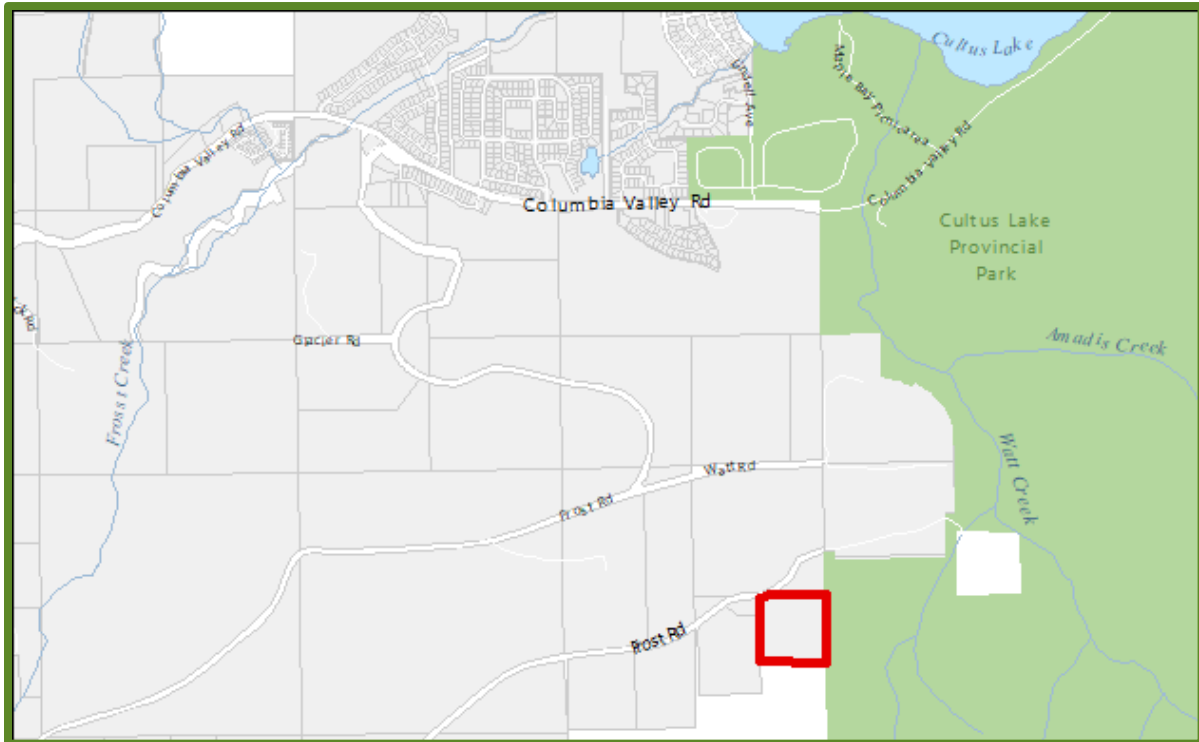
The property is approximately 10 acres (4 ha) and is located at the end of Frost Road. The lot is covered by mature trees and vegetation and slopes upwards toward the southeast.

The lot is surround by Agricultural Land Reserve to the north and west and Crown land to the south and east. The property shares its eastern boundary with a natural, undeveloped area of Cultus Lake Provincial Park. See the map of the surrounding OCP designations in Appendix A.

PROPERTY DETAILS			
Address	43940 Frost Road	Area	H
PID	002-987-031	Owner	Amandeep Brar
Folio	733.01316.525	Applicant	Amandeep Brar
Lot Size	9.97 acres (4.03 ha)	Agent	Shannon Webb, OTG Developments Ltd.
Current Zoning	Rural 3 (R-3)	Proposed Zoning	Residential and Recreational Assembly (RRA)
Current OCP	Rural (R)	Proposed OCP	Resort (RT)
Current Use	Treed & vacant	Proposed Use	Campground & Holiday Homes
Development Permit Areas	DPA 5-E Riparian Area		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES		
North	^	Rural 3 (R-3), Agricultural 1 (AG-1); Agricultural
East	>	Park 1 (P-1); Cultus Lake Provincial Park
West	<	Agricultural 1 (AG-1); Residential
South	v	Limited Use (LU); Crown land

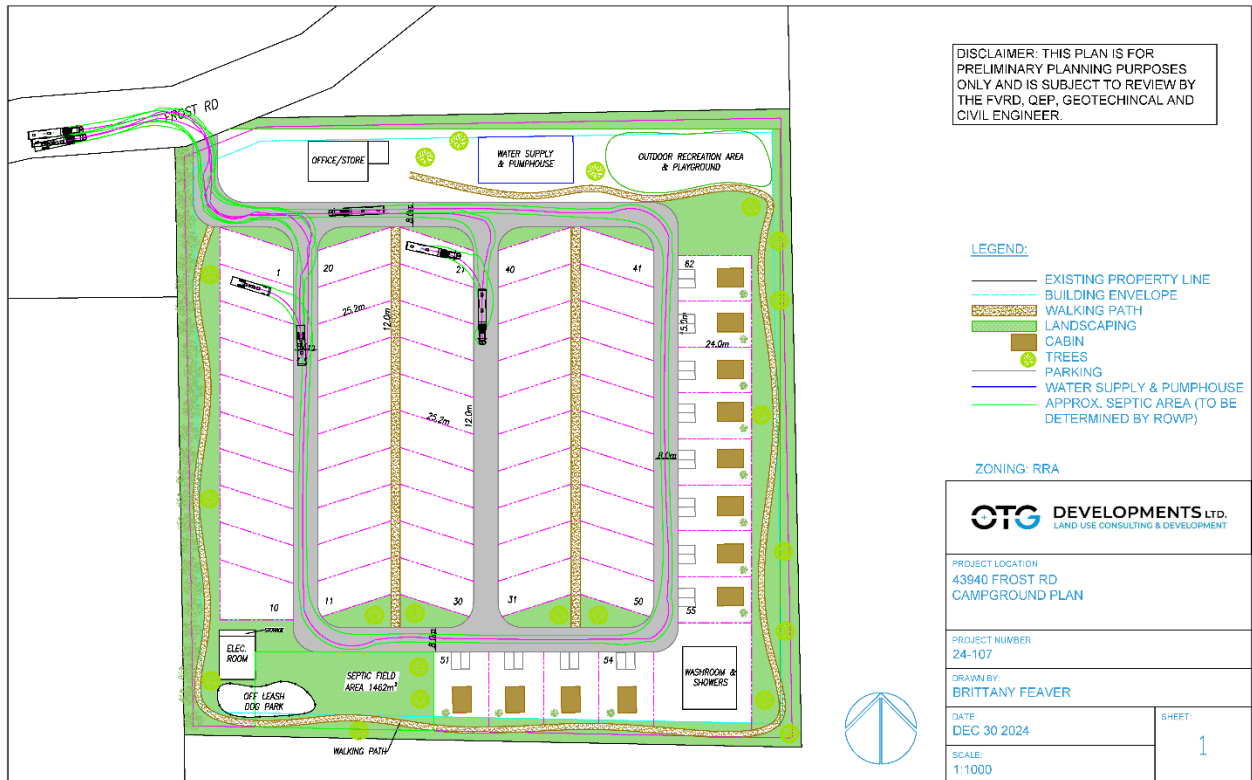
NEIGHBOURHOOD MAP



PROPERTY MAP



PROPOSED SITE LAYOUT



DISCUSSION

Pre-application Process

Staff typically advise applicants to obtain a pre-application letter before submitting a significant development application. This letter outlines key requirements and considerations for a proposal before major fees are paid and has a cost of \$220 (Land Use Information letter – 2025 fee). The intent of the pre-application process is to ensure an applicant understands the development process, can consider relevant policy implications in terms of feasibility to their proposal, and can submit a complete application package. The pre-application process helps to set expectations, increase transparency of process, and reduce application processing times. This is a voluntary process and is not a requirement for the submission of an OCP and zoning amendment application.

For this file, staff made multiple recommendations that the applicant obtain a pre-application letter before submitting the zoning and OCP amendments. However, the applicant chose to forego the pre-application review in favour of directly submitting the applications currently under consideration.

The information provided with the application is limited to a letter describing the property and the proposal and a preliminary conceptual site plan. Critical information related to geohazards, servicing plans and feasibility, and business plan / tenure have not been included.

FVRD Bylaws and Policies

Zoning

The applicant wishes to rezone the property from Rural 3 to Residential and Recreational Assembly (RRA). The RRA zone does not permit the holiday home use outlined in the development proposal. Staff suggest the Campground Holiday Park zone may be more appropriate and will work with the applicant to determine the preferred zoning.

Action: Identify an appropriate zone to reflect the intended use of the property

Official Community Plan – Land Use Designation

The proposal seeks to amend the OCP designation from Limited Use to Resort. These designations are described as:

- **Limited Use:** Land with significant geotechnical or flooding hazards, access limitations and/limitations to on-site servicing
- **Resort:** Lands generally free from geotechnical and flooding hazards located close to Cultus Lake and oriented toward resort activities

The OCP includes policy for extending or creating new Resort areas including:

- 5.9.4 *The Plan map designates land with some or all of the following characteristics as RESORT:*
- a. *land suitable for resort development due to proximity to recreation amenities and natural areas with recreation opportunities such as Cultus Lake*
 - b. *land having adequate regional transportation access to sustain resort development*
 - c. *lands generally free of hazards*
- 5.9.5 *RESORT areas may be extended or created through Plan amendment provided:*
- a. *additional lands that meet the designation policy criteria above are identified*
 - b. *recreational development trends warrant such creation or extension;*
 - c. *studies respecting the feasibility and necessity for approved community water and sanitary sewer services or equivalent have been completed; and,*
 - d. *the policies of this Plan, the Regional Growth Strategy, and other plans adopted by the Regional Board are met.*

These policies provide a framework to begin evaluating the appropriateness of the proposal. Additional information from the applicant is required to understand the suitability of the lands to be re-designated to Resort. This supplemental information would include a geohazard assessment to determine the level of hazard on the lands, and feasibility studies for on-site community water and sanitary sewer services. This information will help the Board determine if the proposal is consistent with the OCP and feasible from a geohazard and servicing standpoint.

Action: Submission of

- *Geohazard assessment to determine the level of hazards on the lands.*
- *Feasibility studies for on-site community water and a community sanitary sewer services*

Feasibility studies shall meet the requirements set out in the FVRD terms of reference and OCP policy [8.2.7](#) and [8.3.10](#). These policies identify components of a water and on-site septic feasibility study.

Official Community Plan – South Cultus Lake Neighbourhood Plan

All lands with the Resort designation are currently within the Cultus Lake South Neighbourhood Plan (CLSNP) area, which is part of the Area E and H OCP. The CLSNP includes additional policy to ensure resort developments occur in a considered manner with appropriate recreation amenities, community benefits, servicing and fire protection, environmental performance, and assessment of traffic capacity, safety, and emergency access.

The CLSNP area has largely built out since adoption of the OCP in 2013. However, limited undeveloped parcels remain within the designation which would enable further resort development

within the Neighbourhood Plan area in the future. Detailed evaluation of current conditions in the Cultus Lake South area and review of remaining Resort land inventory are warranted before amending the OCP to create additional Resort lands or considering expansion of the CLSNP area.

Action: Initial public consultation and an early referral to Ministry of Transportation and Transit (MOTT) will help to gauge community willingness to see additional Resort lands in the Cultus Lake South area.

Other OCP Policy Considerations

These items are included to outline OCP policy requirements that must be addressed for the proposal. At this early stage, the list may not be comprehensive, and additional information items may arise from public consultation, external and interdepartmental referrals, and submission of documents providing more information.

Site Plan

A topographic plan identifying elevations and areas of land with a slope greater than 25% is required to understand the amount of “useable land” **as defined in the OCP for the development**. This plan should be used to develop a co-ordinated site plan where the lot layout and proposed roads are responsive to the topography of the site.

Action: Submit a site plan that responds to the site contours.

Servicing Requirements

Provided the proposal remains as a single, unstratified, lot the FVRD Subdivision and Development Servicing Bylaw allows for an on-site water system and an onsite sewage disposal system. The level of anticipated sewerage flows will determine whether the sewage disposal system could be permitted by Fraser Health Authority or would require further approvals from the Ministry of Environment. Once staff receive servicing feasibility information, we can better assess compliance with OCP and FVRD servicing policies, as well as provincial requirements.

Action: Submit servicing feasibility information with anticipated sewerage demands and flows.

Traffic

All new resort developments should demonstrate to the Regional Board how the proposed new development will avoid creating new congestion and/or pinch points through access into and out of the development. They should also apply creative solutions to minimize impacts of the development on peak traffic congestion on Columbia Valley Highway.

Action: To be determined. An early referral response from Ministry of Transportation and Transit (MOTT) may guide requirements for the proposal.

Interface Fire Hazards

The property is within a high wildland-urban interface fire hazard area. Rezoning applications in wildfire hazard areas may require an overall assessment of the site for susceptibility to wildfire (from conditions both on and off-site). Such reports shall be prepared by a professional forester licensed in BC specializing in forest wildfire assessment. Completion of works that reduce the hazard may be required prior as a part of any development approvals.

Action: Submission of a wildfire assessment meeting the FVRD terms of reference.

Fire Protection

The Regional Board may require zoning or official community plan amendment applications involving assembly or multi-unit residential uses to be supported by a fire protection engineering report. Local volunteer fire departments and/or the manager of fire protection should provide **comments concerning the local fire department's ability** to provide adequate fire protection, response times and overall capacity of the fire department to protect multi-unit residential developments

Action: Submission of a fire protection study meeting the FVRD terms of reference.

Water Licensing

A provincial water licence to serve the proposed commercial development will be required. The applicant is responsible for this application.

Community Feedback / Public Information Meeting

The Cultus Lake South area draws large numbers of visitors in the summer months. Significant concerns have been raised by residents around road capacity, visitor capacity, and emergency egress, especially in the peak summer months.

Early neighbourhood consultation is important to understand the level of acceptance for the proposed campground and holiday home uses at the proposed location. It is recommended that the application proceed to a public information meeting before the FVRD Board considers giving any readings. This meeting will provide an opportunity for residents to review and consider the submitted proposal, for the proponent to answer questions related to their proposal, and for staff to outline the application review process. It will also provide an opportunity for FVRD Board members to directly hear initial feedback from the community.

Fraser Valley Regional District Development Procedure Bylaw No. 1377, 2016 section 4.1.4 states that where a public information meeting is required, the applicant shall pay all costs associated with the meeting, including any advertising, mailing of notices, facility rental, and staff overtime in addition to the application fee.

Timing of Submission of Supplementary Technical Requirements

The FVRD Board may decide to consider the application as submitted and also consider first reading of the amending bylaws in advance of receiving further technical reports. This allows the Board to consider the general merits of the application before directing the applicant to engage directly with the community and invest in further feasibility studies.

Numerous additional technical studies, identified in this report, would be necessary prior to subsequent readings of the amending bylaws or a public hearing.

External Referrals

Pending direction from the Board, the application will be referred to the following agencies for early comment:

- Ministry of Transportation and Transit
- Agricultural Land Commission
- BC Parks
- People of the River Referral Office

The application will also be directly referred to potentially affected First Nations in accordance with FVRD policy.

COST

The FVRD application fees of \$20,330 have been received: \$8,330 for the zoning amendment, and \$12,000 for the OCP amendment.

All costs associated with the recommend public information meeting will be paid by the applicant in accordance with *Fraser Valley Regional District Development Procedure Bylaw No. 1377, 2016* section 4.1.4.

CONCLUSION

At this time, staff do not have enough information to evaluate the feasibility of the proposed development. Information related to site layout, geohazard safety, servicing viability, and community perspectives would assist staff with early evaluation of the proposal.

Despite this, it is reasonable for the application to proceed for consideration of first reading so that the Board may consider the general merits of the application. Additional supporting materials will be required before further readings are considered or a public hearing is held.

OPTIONS

Option 1: Require a public information meeting and postpone readings until this meeting has been held (Staff Recommendation)

This option would be appropriate if the Board wishes to gain an early understanding of community perspectives before further consideration of the application.

THAT the Fraser Valley Regional District Board consider the Official Community Plan and Zoning amendment applications for 43940 Frost Road, Area H;

AND THAT the Fraser Valley Regional District Board direct staff to co-ordinate a public information meeting with the applicant to publicly present the development proposal for 43940 Frost Road;

AND THAT the Fraser Valley Regional District Board defer further consideration of the Official Community Plan and Zoning amendment applications until after a public information meeting has been held.

Option 2: Consideration of 1st reading of the bylaw

With this option, staff will bring the application forward at a subsequent meeting for the Board to consider first reading of the bylaws.

THAT the Fraser Valley Regional District Board direct staff to bring the Official Community Plan and Zoning amendment applications for 43940 Frost Road, Area H, as submitted, for consideration of first reading.

Appendix A – Official Community Plan Designation Map

