



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, March 14, 2011
Time: 7:00 p.m.
Location: Council Chambers, Memorial Hall, 290 Esplanade Avenue,
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER			
	(a)	Meeting called to order by Mayor Becotte	
2. INTRODUCTION OF LATE ITEMS			
3. APPROVAL OF AGENDA			
4. ADOPTION OF COUNCIL MINUTES			
<input type="checkbox"/> Regular Council Meeting Minutes – February 14, 2011		THAT the minutes of the Regular Council Meeting of February 14, 2011 be adopted.	Item 4.1 Page 1
<input type="checkbox"/> Special Council Meeting Minutes – February 25, 2011		THAT the minutes of the Special Council Meeting of February 25, 2011 be adopted	Item 4.2 Page 7
<input type="checkbox"/> Special Council Meeting Minutes – March 4, 2011		THAT the minutes of the Special Council Meeting of March 4, 2011 be adopted	Item 4.3 Page 11
5. BUSINESS ARISING FROM THE MINUTES			
			Item 5.1
6. CONSENT AGENDA			
i. Bylaws None			Item 6.i
ii. Agreements None			Item 6.ii
iii. Committee/ Commission Minutes Administration and Finance Committee of February 25, 2010 Advisory Planning Commission of November 16, 2010 Public Information Meeting Notes Neighbourhood Plan Area 2 of February 23, 2011			Item 6.iii Page 13 Page 17 Page 19

iv. Correspondence Letter dated February 17, 2011 – From City of Burnaby to UBCM Member Municipalities Re: British Columbia's Heritage Program Letter dated February 28, 2011 – From FVRD to Mayor and Council Re: Request to Amend FVRD Urban Growth Boundary [Related to :Official Community Plan Amendment Application R07-021 (Regnier) – District of Mission Bylaw 5064-2009-4052(7)]		Item 6 iv Page 23 Page 27
Recommendation: THAT the items on the Consent Agenda be received.		
7. DELEGATIONS AND PETITIONS		
<input type="checkbox"/>		None
8. CORRESPONDENCE		
Letter dated March 2, 2011 – From BC Hydro to Mayor and Council Re: Earth Hour 2011		Item 8.1 Page 33
9. BUSINESS ARISING FROM CORRESPONDENCE		
10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS		
<input type="checkbox"/> Harrison Lake Harbour Commission – Terms of Reference <input type="checkbox"/> Appointment of Commission Member – Jim Killer <input type="checkbox"/> Blue Flag Program	Terms of Reference Appointment of Jim Killer to the Harrison Lake Harbour Commission Recommendation: THAT the HLHC recommends to Council that the Village proceed with the Blue Flag Program.	Item 10.1 Page 35
11. REPORTS FROM MAYOR		
K. Becotte – verbal		
12. REPORTS FROM COUNCILLORS		
D. Harris - verbal D. Kenyon - verbal A. Jackson - verbal B. Perry – verbal		

13. REPORTS FROM STAFF

☐ Development Permit
Application – Ronen Lot 12,
Blk 1, Frac Sec 13, Twp 4,
Rge 29, NWD 140 Lillooet –
March 7, 2011

Report of Planning Consultant – March 7, 2011

Re: Development Permit Application – Ronen, Lot 12, Block 1, Frac Sec 13, Twp 4, Rge 29, NWD, 140 Lillooet Avenue

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Recommendation:

THAT Council authorize the issuance of Development Permit No. 02/11 to the owners of Lot 12, Block 1, Frac Sec 13, Twp 4, Rge 29, NWD (140 Lillooet Avenue) to construct an addition to accommodate a restaurant generally in accordance with the drawing package prepared by Jordan Kutev Architect dated 17 December 2010, issuance of said Permit to the subject to resolving the following issues:

- a) Provision of off street parking in accordance of the requirements of the Zoning Bylaw or securing a variance to the Bylaw's off street parking requirements;
- b) Confirmation that the siting and type of the proposed landscaping elements and community amenities located on the Lillooet Avenue road allowance are acceptable to the Chief Administrative Officer or his designate; and
- c) Provision of a security deposit to the Village for the landscaping component of the project and associated community amenities that have been offered by the applicant in an amount acceptable to Chief Administrative Officer or his designate.

☐ Neighbourhood Planning
Area 2 Official Community
Plan Amendment Bylaw No.
961, 2011

Report of Planning Consultant – March 10, 2011

Re: Neighbourhood Planning Area 2 Official Community Plan Amendment Bylaw No. 961, 2011

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Page 55

Recommendation:

THAT “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011” be read a second time; and

THAT staff be authorized to schedule a Public Hearing regarding “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011” on 11 April 2011.

☐ Development Variance
Permit – February 23, 2011

Report of Corporate Officer – February 23, 2011

Re: Development Variance Permit – 440 Emerald Avenue

Item 13.3
Page 73

Recommendation:

THAT Council approve the issuance of a Development Variance Permit for Joe Gentile of 440 Emerald Avenue to allow for a reduction in the minimum rear setback from 7.5 metres to 3.31 metres only for the siting of a mobile home with a width of 15'8".

☐ Blue Flag Program –
March 8, 2011

Report of Community and Economic Development Officer – March 8, 2011

Re: Blue Flag Program

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<p><input type="checkbox"/> Community Sustainability Action Team for the ICSP</p>	<p>Recommendation:</p> <p>THAT Council authorize staff to proceed with the application to become the first community in British Columbia to obtain the Blue Flag designation for the beach and marina.</p> <p>Report of Community and Economic Development Officer – March 8, 2011 Re: Community Sustainability Action Team for the ICSP</p>	<p>Item 13.5 Page 88</p>
<p><input type="checkbox"/> 2011 Resort Municipality Initiative Agreement</p>	<p>Recommendation:</p> <p>THAT Council appoint one Council liaison to work with staff in overseeing the establishment of the Community Sustainability Action Team in accordance with the terms of reference outlined in the above report.</p> <p>Report of the Community and Economic Development Officer – March 9, 2011 Re: 2011 Resort Municipality Initiative Agreement</p>	<p>Item 13.6 Page 93</p>
<p><input type="checkbox"/> Letter of Understanding – Emergency Social Services Reception Centre at Memorial Hall – March 10, 2011</p>	<p>Recommendation:</p> <p>THAT approval be given to enter into the 2011 Resort Municipality Initiative (RMI) Funding Agreement with the Province of British Columbia; and</p> <p>That the Mayor and Corporate Officer be authorized to execute the Agreement.</p> <p>Report of Corporate Officer – March 10, 2011 Re: Letter of Understanding – Emergency Social Services Reception Centre at Memorial Hall</p> <p>Recommendation:</p> <p>THAT a Letter of Understanding be executed with the Kent-Harrison Community Disaster Assistance Program (Emergency Social Services) for the period April 1, 2011 to March 31, 2012.</p>	<p>Item 13.7 Page 97</p>

14. BYLAWS

<p><input type="checkbox"/> DCC Bylaw No. 960 – March 8, 2011</p>	<p>Report of Corporate Officer – March 8, 2011 Re: DCC Bylaw No. 960</p> <p>Recommendation:</p> <p>THAT Council amend Schedule “A” Community Water Service, Commercial Development (b) campsite – development cost charge from \$19.00 per square metre to \$9.50 per square metre of the gross area of the campsite; and Schedule “B” Community Sanitary Sewer System (b) campsite – development cost charge from \$34.00 per square metre to \$17.00 per square</p>	<p>Item 14.1 Page 103</p>
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<p><input type="checkbox"/> Building Regulation and Bylaw No. 965 and Water Regulation Bylaw No. 967 – March 8, 2011</p> <p><input type="checkbox"/> Sewage Treatment Plant Replacement Reserve Fund Bylaw No. 968</p> <p><input type="checkbox"/> Neighbourhood Planning Area 2 Official Community Plan Amendment Bylaw No. 961, 2011</p>	<p>metre of land designated for the campsite; and</p> <p>THAT Development Cost Charges Bylaw No. 960 receive second and third reading.</p> <p>Report of Corporate Officer – March 8, 2011 Re: Bylaw No. 965 Building Regulation and Bylaw No. 967 Water Regulation</p> <p>Recommendation:</p> <p>THAT Bylaw No. 965 Building Regulation bylaw be received for first, second and third reading; and</p> <p>THAT bylaw No. 967 Water Regulation bylaw be received for first, second and third reading.</p> <p>Recommendation:</p> <p>THAT Sewage Treatment Plant Replacement Reserve Fund Bylaw No. 968 be received for first, second and third readings.</p> <p>Recommendation:</p> <p>THAT “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011” be read a second time; and</p> <p>THAT staff be authorized to schedule a Public Hearing regarding “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011” on 11 April 2011.</p>	<p>Item 14.2 Page 139</p> <p>Item 14.3 Page 202</p> <p>Item 14.4 Page 204</p>
15. QUESTIONS FROM THE PUBLIC (PERTAINING TO AGENDA ONLY)		
16. ADJOURNMENT		

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE REGULAR MEETING OF COUNCIL**

DATE: February 14, 2011
TIME: 7:00 p.m.
PLACE: Council Chambers, Memorial Hall, 290 Esplanade Avenue
Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Ken Becotte
Councillor Dave Harris
Councillor Dave Kenyon
Councillor Bob Perry
Councillor Allan Jackson
Andre Isakov, Community and Economic
Development Officer
Dale Courtice, Director of Finance
Debra Key, Corporate Officer
Cindy Richardson (Recorder)

ABSENT: Ted Tisdale, Chief Administrative Officer

1. CALL TO ORDER

The Mayor called the meeting to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Perry
Seconded by Councillor Harris

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4. ADOPTION AND RECEIPT OF MINUTES

☐ Regular Council Meeting
Minutes – January 17, 2011

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the minutes of the Regular Council Meeting of January 17, 2011
be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 14, 2011*

☐ Parks and Recreation –
November 30, 2010

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT the minutes of the Parks and Recreation Commission of
November 30, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ EDC Minutes – November
18, 2010

Moved by Councillor Kenyon
Seconded by Councillor Perry

THAT the minutes of the Economic Development Commission of
November 18, 2010 be received.

**CARRIED
UNANIMOUSLY**

5. BUSINESS ARISING FROM THE MINUTES

None

Mayor Becotte noted that the EDC meeting minutes refers to the
walkway on the newly constructed breakwater and informed that
additional public walkways will not be added at this time.

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6. PUBLIC AND STATUTORY HEARINGS

None

7. DELEGATIONS and PETITIONS

8. CORRESPONDENCE

9. BUSINESS ARISING OUT OF CORRESPONDENCE

Mayor Becotte discussed the invitation to the Stó:lō Xwexwilmexw
Treaty Public Information Forum, Tuesday, March 1, 2011.
Councillor Jackson agreed to attend in the Mayor's absence.

Betty Urqhart Community Service Award presented by the University
of the Fraser Valley was discussed. The deadline for nominations is
March 18, 2011.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 14, 2011*

Moved by Councillor Kenyon
Seconded by Councillor Jackson

THAT a letter be sent to MLA Barry Penner in support of the Festival of the Arts funding request.

**CARRIED
UNANIMOUSLY**

**REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE
AND COMMISSIONS**

Moved by Mayor Becotte
Seconded by Councillor Harris

THAT Todd Kabaluk be appointed as a member of the Parks and Recreation Commission.

**CARRIED
UNANIMOUSLY**

10.

REPORTS FROM MAYOR

Moved by Mayor Becotte
Seconded by Councillor Jackson

THAT Councillor Harris be appointed as Deputy Mayor for the months of January, February and March, 2011.

**CARRIED
UNANIMOUSLY**

Attended:

- FCM-Sustainable Communities Conference in Victoria
- Memorial Hall Grand Re-Opening on February 3rd.
- Chamber of Commerce and Tourism open house Feb. 3rd evening.
- Business Excellence Awards will be held on Feb. 24th at the Resort.
- Feb. 21st at 7 pm a Mayor's Forum will be held in Memorial Hall regarding policing in the community.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 14, 2011*

11.

REPORTS FROM COUNCILLORS

Councillor Harris

- Communities in Bloom Committee meeting was cancelled due to lack of quorum. Councillor Harris encourages new members to come and join the committee. Expansion of the community garden was briefly discussed.
- A request for a load of top soil for the community garden to begin preparation was disuccessed. Tony Nootebos was mentioned as a potential nominee for the Betty Urqhart award.
- Waste Water Treatment Plan RFP was awarded to Timbro Contracting and work will begin the week of Feb. 21st.
- Drainage issues at the Cascades resulted in the finding of a root ball growing around a pipe in Spring Park.

Councillor Kenyon

- Administration & Finance meeting Tuesday, February 15th will address Grants for Groups.

Councillor Jackson

- Attended FCM – Sustainable Communities Conference in Victoria

Councillor Perry

Attended:

- Jan 18th Re-Branding focus group
- Jan. 20th District of Kent/Agassiz/Harrison group
- Jan. 26th Fraser Health Municipal Gov. Advisory Council in Delta
- Participated in the Great Canadian Shakeout
- January 27th attended the District of Kent/Harrison in-camera meeting on
- Feb 3rd Memorial Hall re-opening.
- 9th attended FVRLB first meeting of the year in Abbotsford. A report of Board member changes was provided.
- Councillor Perry will be out of town Wed-Fri. this week at the Local Government Leadership Academy.
- Was not able to attend the Heart Healthy Day arranged by Fraser Health.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 14, 2011*

REPORTS FROM STAFF

☐ Corporate Greenhouse Gas
Inventory and Reduction Plan –
2011 Update - CEDO

Moved by Councillor Kenyon
Seconded by Councillor Harris

Report of Community Economic and Development Officer
Re: Corporate Greenhouse Gas Inventory and Reduction Plan – 2011
Update

THAT Council receive the report and direct the staff to proceed with the
action items outlined in the Plan towards achieving corporate carbon
neutrality, including the purchase of carbon offsets from the Pacific
Carbon Trust to offset all the corporate CO₂e produced in 2010.

**CARRIED
UNANIMOUSLY**

☐ Groundwater Testing - CAO

Report of Chief Administrative Officer – February 8, 2011
Re: Groundwater Testing

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT the Report of Chief Administrative Officer regarding
groundwater testing be referred to staff for further review.

**CARRIED
UNANIMOUSLY**

13.

BYLAWS

☐ Zoning Amendment Bylaw No.
912, 2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT Zoning Bylaw Amendment Bylaw No. 912, 2009 be adopted.

**CARRIED
OPPOSED BY COUNCILLOR PERRY**

☐ Business Licencing and
Regulation Bylaw No. 945, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Business Licencing and Regulation Bylaw No. 945, 2010 be
adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 14, 2011*

☐ Council Procedure Bylaw No.
958, 2011

Moved by Councillor Kenyon
Seconded by Councillor Perry

THAT Council Procedure Bylaw No. 958, 2011 be adopted.

**CARRIED
UNANIMOUSLY**

14.

QUESTIONS FROM THE PUBLIC

A member of the Public expressed concern regarding the water supply and asked if the Village could provide assurance that the water quality would remain the same.

A member of the public asked it was possible to test the deep water by Echo Island. It was noted that testing in this area was possibly done by Mission and the District of Kent.

A member of the public asked if the Village would be offering residents incentives for water conservation including any rebates.

A member of public asked if water restriction could be monitored with wells.

A member of the public noted that there is sometimes a sulfur smell in the water.

6

ADJOURNMENT

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the meeting be adjourned at 8:22 p.m.

**CARRIED
UNANIMOUSLY**

Ken Becotte
Mayor

Debra Key
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING**

DATE: February 25, 2011
TIME: 9:30 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte
 Councillor Dave Harris
 Councillor Bob Perry
 Councillor Allan Jackson
 Councillor Dave Kenyon

Ted Tisdale, Chief Administrative Officer
 Dale Courtice, Director of Finance
 Debra Key, Corporate Officer
 Peggy Parberry, Manager of Revenue Services
 Andre Isakov, Community and Economic Development Officer

Cindy Richardson, Recording Secretary

ABSENT:

**(1) Call to
Order**

CALL TO ORDER

Mayor Becotte called the meeting to order at 9:30 a.m.

7

(2)

INTRODUCTION OF LATE ITEMS

(3)

REPORTS FROM STAFF

☐ Mutual Aid Fire
Protection Agreement

Moved by Councillor Perry
Seconded by Councillor Jackson

Report of Chief Administrative Officer – February 25, 2011 (Verbal)
 Re: Mutual Aid Fire Protection Agreement

THAT approval be given to enter into a Mutual Aid Fire Protection Agreement
 between District of Kent and the Village of Harrison Hot Springs.

**CARRIED
UNANIMOUSLY**

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING
February 25, 2011

☐ Timbro Construction -
Waste Water Treatment
Plant Upgrade Project

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Corporate Officer – February 25, 2011 (Verbal)
Re: Hours of construction – Waste Water Treatment Plant Upgrade

THAT approval be given to Timbro Construction to allow hours of construction of the Waste Water Treatment Plant Upgrade project to commence Monday to Friday at 7:00 a.m. until 5:00 p.m.; and

THAT during the sludge/dewatering and removal stage, hours of operation will run approximately 20 hours per day from March 3 until March 26, 2011.

CARRIED
UNANIMOUSLY

☐ Village Fire
Department

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Chief Administrative Officer – February 25, 2011 (Verbal)
Re: Fire Department

THAT Dave Mitchell and Associates Ltd. be retained to complete the assessment of the Village's Fire Department at a cost of \$3500.00 plus HST.

CARRIED
UNANIMOUSLY

(4)

ITEMS FOR DISCUSSION

☐ Water Supply

Lorne Davidson provided a brief overview of the Water Study. Mr. Davidson commented that a majority of the previous reports indicated that there is ample supply of water available in the Village. Test wells have been built in various locations to determine the best location for water quality. Options for surface water, filtration and health risks presented at the Council retreat were briefly discussed. Council discussed the options available for water supply to the Village including well water vs. lake water and costs.

Moved by Mayor Becotte
Seconded by Councillor Kenyon

THAT Council authorize the expenditure of \$16000.00 for a demonstration well and;

Staff be in contact with the Ministry of the Environment regarding changes water regulations.

CARRIED
OPPOSED BY COUNCILLOR JACKSON
OPPOSED BY COUNCILLOR PERRY

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING
February 25, 2011

□ 2011 Budget

2011 Budget

The Director of Finance provided an overview of changes made to the budget. Parks and Recreation Lead Hand, Teresa Baxter provided Council a Landscape Plan for the Memorial Hall. There was discussion regarding landscape improvements and a request to approve the use of the funds from the RMI.

Fire Chief Don Labossiere gave a brief breakdown and overview of budget items for this department.

Moved by Councillor Perry
Seconded by Councillor Harris

THAT the repairs be undertaken to the boat launch to a maximum of \$6000.00.

CARRIED
UNANIMOUSLY

Six property tax scenarios were presented by the Director of Finance. Council agreed to a 0% increase in tax revenue to be included in the next draft.

(5)

BYLAWS

□ Bylaw No. 962
Boat Launch and
Parking Lot
Regulation

Moved by Councillor Jackson
Seconded by Councillor Harris

Report of Manager of Revenue Services – February 16, 2011

Re: Boat Launch Fee Amendments

THAT Council approve the proposed increase to the boat launching fees; and

THAT Bylaw No. 962 Boat Launch and Parking Lot Regulation be given three readings.

CARRIED
UNANIMOUSLY

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING
February 25, 2011**

**Bylaw No. 963
Zoning Amendment**

**Moved by Councillor Kenyon
Seconded by Councillor Perry**

Report of Corporate Officer – February 25, 2011 (Verbal)

Re: Zoning Amendment – text amendment to Lakeshore Commercial Zone (C2) for principal use of parking of vehicles and boat trailers for the public boat launch users only

THAT Zoning Amendment Bylaw No. 963, 2011 be received for first and second reading; and

THAT a Public Hearing for Zoning Amendment Bylaw No. 963, 2011 be scheduled for March 14, 2011.

**CARRIED
UNANIMOUSLY**

**Bylaw No. 964
Miscellaneous Fee**

**Moved by Councillor Perry
Seconded by Councillor Harris**

Report of Corporate Officer – February 25, 2011 (Verbal)

Re: Miscellaneous Fee Bylaw and Policy re Memorial Hall Use

THAT the Memorial Hall Use Policy be adopted; and

THAT Miscellaneous Fee Bylaw No. 964 be given three readings.

**CARRIED
UNANIMOUSLY**

Next budget meeting will be scheduled for March 4, 2011, 9:30 a.m

(6)

ADJOURNMENT

**Moved by Councillor Kenyon
Seconded by Councillor Perry**

THAT pursuant to section 90(1)(i) of the *Community Charter*, the meeting be closed to the public at 12:40 p.m.

**CARRIED
UNANIMOUSLY**

**Ken Becotte
Mayor**

**Debra Key
Corporate Officer**

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING**

DATE: March 4, 2011
TIME: 9:30 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte
 Councillor Dave Harris
 Councillor Bob Perry
 Councillor Allan Jackson
 Councillor Dave Kenyon

Ted Tisdale, Chief Administrative Officer
 Dale Courtice, Director of Finance
 Debra Key, Corporate Officer
 Peggy Parberry, Manager of Revenue Services

Shawn Keim, Recording Secretary

ABSENT:

(1) Call to
Order

CALL TO ORDER

Mayor Becotte called the meeting to order at 9:30 a.m.

11

(2)

INTRODUCTION OF LATE ITEMS

(3)

REPORTS FROM STAFF

(4)

ITEMS FOR DISCUSSION

☐ 2011 Budget

The Director of Finance provided an overview of changes made to the budget since the last meeting.

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Council direct the Chief Administrative Officer to begin the process of having a "One Micron Filtration Screen" installed on the Village water system.

**CARRIED
UNANIMOUSLY**

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COUNCIL MEETING
March 4, 2011**

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Council direct staff to commence an "Alternate Approval Process" for the borrowing necessary to advance the water treatment project.

**CARRIED
UNANIMOUSLY**

(5)

BYLAWS

☐ Bylaw No. 962 Boat
Launch and Parking Lot
Regulation

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT Bylaw No. 962 Boat Launch and Parking Lot Regulation be adopted.

**CARRIED
UNANIMOUSLY**

☐ Bylaw No. 964
Miscellaneous Fee

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Miscellaneous Fee Bylaw No. 964 be adopted.

**CARRIED
UNANIMOUSLY**

(6)

ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Kenyon

THAT pursuant to section 90(1)(a) and (k) of the *Community Charter*, the meeting be closed to the public at 10:26 a.m.

**CARRIED
UNANIMOUSLY**

Ken Becotte
Mayor

Debra Key
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE**

DATE: February 25, 2010
TIME: 9:30 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE: Mayor Becotte
 Councillor D. Kenyon, Chair
 L. Burk, Chief Administrative Officer
 D. Courtice, Director of Finance

Recording Secretary S. Keim

1. CALL TO ORDER

The Chair called the meeting to order at 9:38 a.m.

2. ADDITIONS TO THE AGENDA

- (a) Memorial Hall User Fees
- (b) Boat Launch Parking Rates
- (c) Grants to Groups Policy

3. ADOPTION OF MINUTES

13

Moved by Mayor Becotte
Seconded by Larry Burk

THAT the minutes of the Administration and Finance Committee meeting of February 9, 2010 be adopted.

CARRIED

4. CHAIRPERSON REPORT

No Report

5. ITEMS FOR DISCUSSION

(a) Memorial Hall User Fees

The past and current policy and rates were discussed as well as the direction for post renovation. Further meetings will be held to discuss options for the future. The current rates/policy will remain in effect until the hall is closed for renovations in the fall.

(b) Boat Launch Parking Rates

Recommended fee for 2010 is \$18.00 (tax inclusive) that will cover a launch, a pick up and 1 day parking. Additional parking recommended at \$7.00 per day or any part thereof.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ADMINISTRATION AND FINANCE COMMITTEE MEETING**

February 25, 2010

PAGE (2)

New decals, tickets and mirror hangers have been ordered as suggested by the Launch Operators.

\$10000 required to upgrade the Barr property for use as a parking lot.

Moved by Mayor Becotte

Seconded by Councillor Kenyon

THAT the Administration and Finance Committee recommend that Council authorize the Boat Launch Operators to issue tickets under the Village Traffic Bylaw for Parking Violations.

CARRIED

(c) Grants to Groups Policy

Moved by Dale Courtice

Seconded by Mayor Becotte

THAT Staff research and draft a new Grants to Groups policy that includes a formal application form for Committee Review and recommendation to Council.

(d) Grants to Groups

After the first purview of the applications, preliminary recommendations, pending the receipt of further information is as follows:

Kent Harrison Foundation	\$1000.00
Fraser Valley Dragon Boaters	In Kind donation
Agassiz Harrison Search and Rescue	\$3000.00
Harrison Pre School Association	\$1000.00
Agassiz Harrison Historical Society	\$500.00
Agassiz Harrison Community Services	\$3000.00
Harrison Festival of the Arts	\$11,500.00
Kent Harrison Arts Council	\$1000.00
Miami River Streamkeepers	\$300.00
Spirit of BC Volunteer Recognition Dinner	\$1000.00
HHS Parent Advisory Council Outdoor Classroom	\$1500.00
Disaster Assistance Program	\$500.00

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ADMINISTRATION AND FINANCE COMMITTEE MEETING
February 25, 2010
PAGE (3)**

ADJOURNMENT

**Moved by Mayor Becotte
Seconded by Dale Courtice**

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 12:03 p.m.

Dave Kenyon
Chair

Debra Key
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
ADVISORY PLANNING COMMISSION MEETING**

DATE: November 16, 2010
TIME: 2:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Leo Facio (Chair)
 Lorne Lees (Deputy Chair)
 Allan Jackson, Councillor
 Andre Isakov, CEDO
 Alan Birtch
 Marg Doman
 Raymond Hooper
 Michael Rosen

 Recording Secretary, K. Burr

ABSENT:

Brian Bignell
 Harvey Ruggles
 Ted Tisdale

1. **CALL TO ORDER**

17

The Chair called the meeting to order at 2:02 p.m.

2. **LATE ITEMS**

3. **ADOPTION OF MINUTES**

☐ APC minutes of
 September 21, 2010

Moved by Marg Doman
Seconded by Alan Birtch

THAT the minutes of the Advisory Planning Commission meeting of
 September 21, 2010 be adopted.

CARRIED

4. **DELEGATIONS/PETITIONS**

None

5. **CHAIRPERSON REPORT**

None

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
NOVEMBER 16, 2010
PAGE (2)**

6. ITEMS FOR DISCUSSION

☐ Neighbourhood
Planning Area 2

Report of Michael Rosen, Planning Consultant – November 6, 2010

Re: Neighbourhood Planning Area 2. Reporting Out – Neighbourhood
Planning Area 2 Working Group

Michael Rosen gave an overview of the Neighbourhood Plan.
Discussion went around the table with everyone in support of the draft
Neighbourhood Area 2 Plan.

Moved by Alan Birtch

Seconded by Ray Hooper

THAT the draft Neighbourhood Area 2 Plan be approved.

Commission members discussed individual qualifications of the
members of the APC.

☐ Minutes of the
September 22, 2010
Economic
Development
Committee meeting

Moved by Marg Doman

Seconded by Ray Hooper

THAT the APC next meeting will be held in January 2011.

CARRIED

7. ADJOURNMENT

Moved by Lorne Lees

Seconded by Marg Doman

THAT the meeting be adjourned at 2:48 p.m.

CARRIED

Leo Facio
Chair

Krystal Burr
Recording Secretary

**VILLAGE OF HARRISON HOT SPRINGS
NOTES OF THE PUBLIC INFORMATION MEETING
NEIGHBOURHOOD PLAN AREA 2**

DATE: February 23, 2011
TIME: 7:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE:

Councillor Harris
 Councillor Kenyon
 Councillor Jackson
 Councillor Perry

Michael Rosen, Planning Consultant

Andre Isakov, Community and Economic Development
 Officer
 Debra Key, Corporate Officer (Recorder)

ABSENT: Mayor Becotte

Deputy Mayor Harris opened the meeting and welcomed Councillors, staff and the public.

Neighbourhood Plan Area 2 – Echo Avenue and Eagle Street

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Michael Rosen, Planning Consultant introduced the working group members, Lois Home, Andy Strothotte, Zoltan Kiss and Leo Facio, Chair of APC. The Village has in its OCP identified the neighbourhood as a subject of a Neighbourhood Plan and how the municipality evolving and changing over the years.

The plan is part of a bylaw that has been given 1st reading. Michael Rosen provided a brief overview of the purpose, planning, principles and policy framework for the neighbourhood planning area.

Work on the plan began in summer of 2009 and in fall of 2009 a meeting was scheduled where some of the planning ideas were identified. There was a decision to set up a group of citizens as a working group. Letters went out to see if there was anyone interested in participating in the group. Other members of the group were Audrey Johnston and Allan Roth. Over a period of time the working group met four or five times to come up with a plan and ideas. That plan was reviewed by the APC who supported it. In January of 2011 the package (plan) went to Council. The bylaw received 1st reading and it was recommended that a neighbourhood public information meeting occur before it went to a public hearing. A report will go to Council after tonight and Council will decide if it will go to a public hearing.

After the public hearing Council will decide if the bylaw should be given third reading and adoption. It does not change the zoning. Individuals will have to come forward to change the zoning.

This area now has single family dwellings in it. There are no multi family dwellings. The closer you get to the lake the higher the density becomes. The object is to get more people to live in the area where they are closer to the amenities.

VILLAGE OF HARRISON HOT SPRINGS

What are the issues?

Is the infrastructure capable of handling more development? The answer is yes. The pipes in the area may have to be upgraded by developers. Water and sewer systems have the capacity to handle development in this area.

What about the people who are living there now? Can older homes coexist with new development? Will the densities be high enough for a developer to buy land, tear down houses and build additional density? What are important features?

This is a vision, but no obligation to develop the property this way, but if someone wants to pursue a development of the property, it will help.

Discussion from Working Group Members

Andy Strothotte

It will be 15-20 years before anyone develops. If there is anyone that lives in the area, it doesn't mean you have to tear down your house. The park area looks like someone's yard, but it is actually Village property. My family has lived and owned property in Harrison for over 40 years.

Lois Home

It was a pleasure working with Michael and the neighbourhood plan. I live in Harrison and teach in Kent. In coming to Harrison I realized that there is nowhere to go except in smaller lots. Higher density means it encompasses smaller houses on small lots. The town can also accommodate more families. We are losing more kids. With more families, it can certainly bring up enrollment and will give the Village a larger tax base. Hopefully businesses will flourish. I think that it is time for Harrison to move ahead. It's a win/win situation.

Zoltan Kiss

The geo tech hazard encompasses east – empty lots have been empty a long time. I would be really nervous living there. He suggested more lighting on Eagle Street. People could easily have commercial on ground level.

Questions/comments from the floor

Q – when it is a bylaw – if you have property there, does it have to be built by this design?

A - if you have property there now, you have to abide by zoning rules. If however, you want to change to have something else and rezoning is required, the rezoning has to be in accordance with this plan.

Q – what about sewer pipes?

A – when it comes to sewer, the Village collects DCCS from developers to pay for Village wide . The plant and water system has the capability to accommodate this developer. The pipes in the ground may have to be increased from 4” to 8”, but that will be the responsibility of the developer. The developer wouldn't be able to afford to send the amount of money the Village is spending on big infrastructure projects. The Village will recover the costs through DCCs. Every time a development proposal comes into the Village, the Village looks to see if the systems have the capability of provided the services that will be required by developer.

VILLAGE OF HARRISON HOT SPRINGS

Q – Why are we moving forward if the pipes aren't big enough?

A - The supply of water source and the sewage treatment plant are big enough, but the pipes that move the water may not be big enough. Municipalities deal with it, by having the developer pay for it. The onus will be put onto the developer.

Michael – we are planning, not building. Municipalities identify the kinds of land uses and densities, then the infrastructure needs are identified and then how to financial it or are other parties going to pay.

Q – Will the value of the property go down?

A – There are many factors involved in property value decrease.

Michael – it is good to have as many people as possible living close to stores and gives people opportunity to actually walk and not get into their cars and drive.

Q – the water pipe for Lillooet costs \$300,000.

Michael asked how this relates to this bylaw.

Resident: We will end up paying not the developer.

Q - I came here to retire, not shake hands with my neighbourhood.

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Michael - Are you not supportive of the plan primarily due to the infrastructure costs?

A – We don't need high density lots. No I am not supportive of the plan.

A - I'm not supportive either.

Zoltan Kiss - current zoning is single family – it is multi zoned along Lillooet, developers haven't moved on it. On the corner of Eagle and Echo, the lots are still empty. West of Eagle, south of Echo that area should have been included.

Michael – that area is not part of the OCP Plan.

Q – When building close to the mountain, I see rocks coming down, is the Village responsible?

Michael – what happens if there is a developer is that the Village requires that a professional engineer look at conditions of hazard to determine if the land is safe to be developed. Lawyers and insurance companies get involved, municipalities have to demonstrate due diligence has been done. The Village follows the recommendations in the Professional Engineers reports.

Michael – land values creep up and projects that were one day not viable, become viable. Council is making decision in the plan.

Leo Facio – the first two or three houses on Cottonwood had geotech – developers or house owner have to pay for a geotech report.

VILLAGE OF HARRISON HOT SPRINGS

Andy Strothotte – street south of Naismith – sat empty paved, pipes in the ground for 15-20 years and no one built a house. Things change. Planning Area 2 is part of Harrison. The development will be affected by and will affect everything around.

Q – the bylaw is law.

Michael - the bylaw is not law – this is the OCP – it does not affect zoning. This bylaw provides a framework and guidance and council to make changes to the zoning bylaw if they so determine.

Q – lets assume the bylaw passes. If I flatten my house and I want to build a single house.

Michael – the zoning does not change. If you want to change it you would have to rezone. If this plan goes into affect, it doesn't change zoning, but it does provide for higher and better use for the property.

Q – for average size single lot. What kind of options would you have for rezoning?

A – potential to create two lots or put a 2nd dwelling.

Q – I would prefer to look at neighbourhood study. Increase density by encourage people to build on empty lots.

Michael – suggestion is to come to public hearing and submit comments. The bylaw does not include the south side of Echo.

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Q – cul-de-sac at the end of Echo – is not a cul-de-sac it is a dead end

Lois Home – in our last meeting we left saying we like what was here and maybe later we could consider the south side

Q – will this bring my taxes up?

Michael – I want to say no, taxes are determined upon the tax assessment. Same tax rate for every residential property.

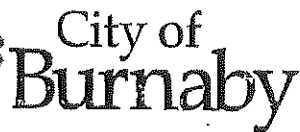
Councillor Kenyon – congratulations on the great job – was there any discussion to look at business.

Michael – if properties were to be rezoned for a 2nd building at the back. Zoning issues would be addressed.

Deputy Mayor Harris stated the mountain is in the District of Kent. Thanked everyone for coming out.

Meeting concluded.

Concluded at 8:14 p.m.



RECEIVED
FEB 26 2011
BY V. OF H.H.S.

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FILE: 2410-20

Dear Sir/Madam:

Burnaby City Council, at the Open Council meeting held on 2011 February 14, received the above noted report and adopted the following recommendations **AS AMENDED**:

1. **“THAT Council send a letter to the Minister responsible for heritage, the Honourable Margaret MacDiarmid, with copies to Premier Gordon Campbell, four Burnaby MLAs and the opposition critic, Hon. S.C. Herbert, MLA Vancouver – West End, expressing support for heritage and concerns regarding the present state of the province’s support for heritage programs and services, as outlined in this report.**
2. **THAT Council request staff to prepare a resolution regarding the funding of British Columbia’s community heritage programs to the UBCM 2011 convention and LGMA 2011 convention in support of Heritage B.C.**
3. **THAT a copy of this report be sent to Heritage BC.”**

Arising from discussion, Council requested that copies of this report also be forwarded to UBCM member municipalities.

As directed by Council, please find *enclosed* a copy of the above referenced report.

Sincerely,

Blanka Zeinabova
Administrative Officer I

COMMUNITY HERITAGE COMMISSION

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: BRITISH COLUMBIA'S HERITAGE PROGRAM

RECOMMENDATIONS:

1. THAT Council send a letter to the Minister responsible for heritage, the Honourable Margaret MacDiarmid, with copies to Premier Gordon Campbell, four Burnaby MLAs and the opposition critic, Hon. S.C. Herbert, MLA Vancouver – West End, expressing support for heritage and concerns regarding the present state of the province's support for heritage programs and services, as outlined in this report.
2. THAT Council request staff to prepare a resolution regarding the funding of British Columbia's community heritage programs to the UBCM 2011 convention in support of Heritage B.C.
3. THAT a copy of this report be sent to Heritage BC.

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REPORT

The Community Heritage Commission, at its meeting held on 2011 February 03, received correspondence from the President of Heritage B.C. regarding the precarious state of the Provincial support and funding of community heritage programs and seeking the support of municipalities to present their support in letters to the Honourable Margaret MacDiarmid, Minister of Tourism, Trade and Investment.

British Columbia's community heritage and funding programs have been supported for more than 20 years with consistent financial support to Heritage BC. This non-profit society has been the driving force behind an on-going program of funding and education programs to all municipalities and communities in the Province of BC. The Heritage Legacy Fund was created by the Provincial Government to financially assist communities with the intention of being offered in perpetuity through Heritage BC. The provincial support of these programs ensured a consistent effort, and access to these programs was provided to protect the unique heritage resources and support community projects.

Copy: City Manager Director Planning & Building
--

To: His Worship, the Mayor and Councillors
From: Community Heritage Commission
Re: British Columbia's Heritage Program
2011 February 14..... Page 2

Heritage B.C.'s funding request to the Provincial Government was denied in 2009. Their gaming application was also turned down, and Heritage B.C. was forced to cease operations as a result. However, after a tough three months, Heritage B.C. was able to get back to work through assistance from the Heritage Legacy Fund which decided that Heritage B.C. activities must be a priority. However, this decision has reduced the funds available for the support of community heritage projects. The Board of Directors at its meeting on 2009 October 17 agreed that they must engage the provincial government vigorously and with determination to get support for heritage conservation to return to a sustainable level.

Arising from discussion of the issues presented by Heritage B.C., the Commission requested that Council send a letter to the Minister responsible for heritage, the Honourable Margaret MacDiarmid, with copies to Premier Gordon Campbell, four Burnaby MLAs and the opposition critic Hon. Spencer Chandra Herbert, MLA Vancouver – West End, expressing support for heritage and concerns regarding the present state of the province's heritage program, as outlined in this report. In addition, the Commission requested that Council support the preparation of a resolution to the UBCM in support of Heritage B.C.

Respectfully submitted,

Councillor C. Jordan
Chair

Councillor A. Kang
Vice Chair

Councillor R. Chang
Member



FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6

Phone: 604-702-5000 Toll Free: 1-800-526-0061 (BC only) Fax: 604-792-9684
website: www.fvrd.bc.ca e-mail: info@fvrd.bc.ca

RECEIVED

MAR 06 2011

February 28, 2011

MAR 07 2011

File No.: 6430-60-2011-01

0400-50-05

BY V. OF H.H.S.

Mayor Ken Becotte and Members of Council
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mayor Becotte and Members of Council:

This letter constitutes a formal notice to affected local governments pursuant to Section 857.1 (3)(a) of the Local Government Act (LGA).

At its February 22, 2011 meeting, the Fraser Valley Regional District (FVRD) Board approved the following resolution to initiate a Regional Growth Strategy minor amendment process pursuant to Section 857.1(3) of the LGA:

Request to Amend FVRD Urban Growth Boundary [Related to: Official Community Plan Amendment Application R07-021 (Regnier) - District of Mission Bylaw 5064-2009-4052(7)]

THAT the Fraser Valley Regional District Board initiate a process to make a minor amendment to the Regional Growth Strategy for the FVRD, pursuant to section 857.1 (3) of the *Local Government Act*;

AND FURTHER THAT pursuant to section 857.1(3)(a) of the *Local Government Act*, the Board give notice to each affected local government at least 30 days before the meeting that the proposed amendment may be determined to be a minor amendment;

AND FINALLY THAT the Bylaw will be considered for first reading at the Board's April 27, 2011 meeting, 7:00 P.M. in the FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC.
[BD 2011-065]

**CARRIED
All/Unweighted**

Section 857.1(3) of the LGA allows for minor amendments to be made when an RGS does not contain a minor amendment process that has been created through the provisions of Section 857.1(2), as in the case of the FVRD. In the absence of a formal minor amendment process, Section 857.1(3) allows the region to develop a process that is consistent with legislation and established best practices. The Region will develop a more comprehensive minor amendment process, setting out criteria, consultation requirements and procedures as part of the RGS review currently underway.

Mayor Ken Becotte and Members of Council
Village of Harrison Hot Springs
February 28, 2011

Page 2

The District of Mission is requesting an adjustment to the FVRD's Urban Growth Boundary. On initial review, FVRD staff agree that this amendment constitutes a minor amendment to the RGS, although it is ultimately up to the Board to make this determination. As shown on the attached location map, the subject area is immediately adjacent to the FVRD's Urban Growth Boundary and is adjacent to municipal servicing and should probably have been included within the Urban Growth Boundary when it was delineated in 2004. It should be noted that the Region will be undertaking a review of the regional Urban Growth Boundaries as part of the ongoing RGS review.

For further information on this minor amendment, please contact Siri Bertelsen, Manager of Strategic Planning and Initiatives, Fraser Valley Regional District: Siri.Bertels@fvr.d.bc.ca (604) 702-5008.

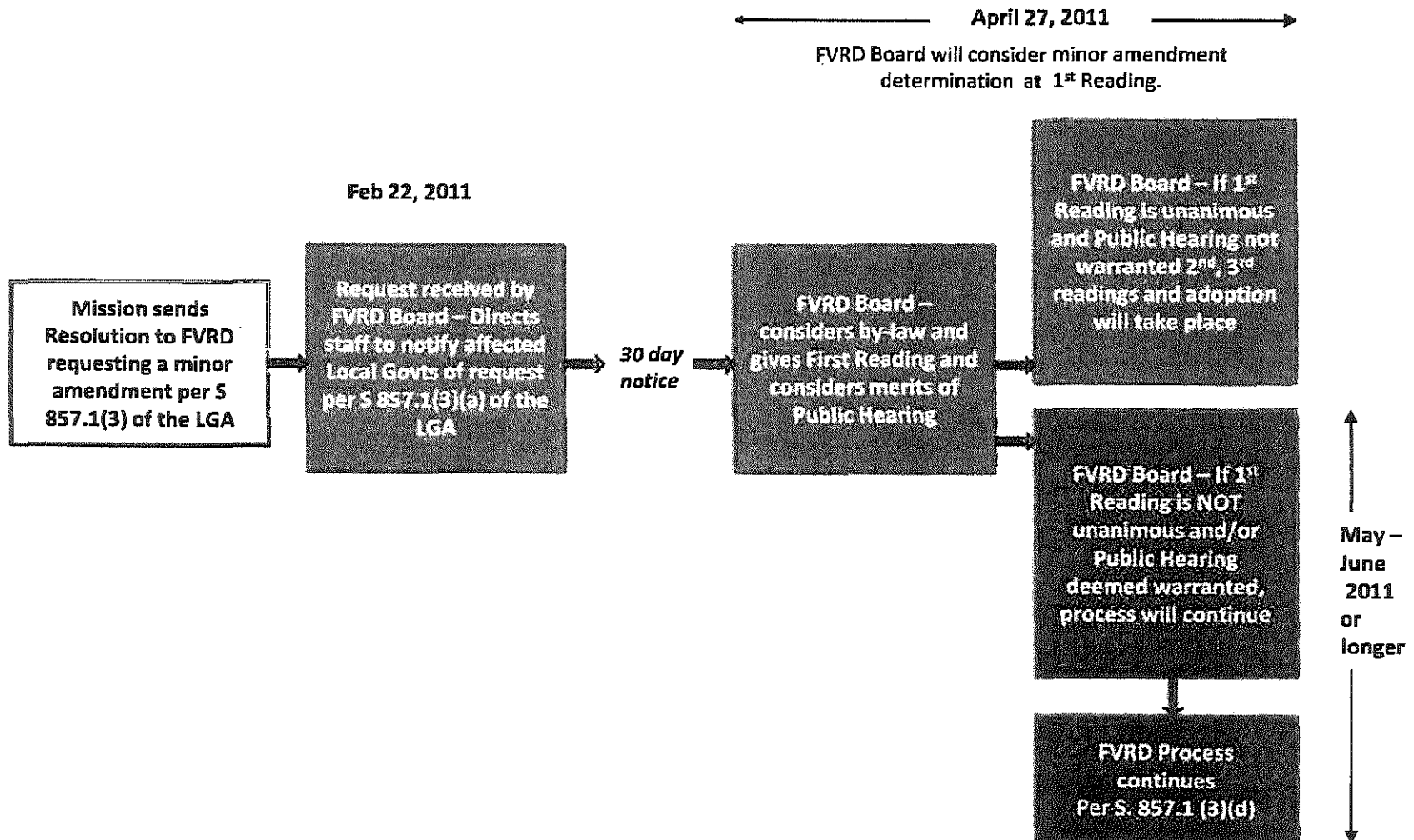
Yours truly,



Patricia Ross
Chair

Attach.

District of Mission RGS Minor Amendment Request – Process and Timeline



LOCAL GOVERNMENT ACT (Excerpt)

Minor amendments to regional growth strategies

857.1 (1) As exceptions to the requirements of section 857 that would otherwise apply to the amendment of a regional growth strategy, a regional growth strategy may be amended

- (a) in accordance with provisions under subsection (2) of this section, or
- (b) if the regional growth strategy does not include provisions under subsection (2), in accordance with subsection (3).

(2) A regional growth strategy may include provisions that establish a process for minor amendments to the regional growth strategy, which must include the following:





- (a) criteria for determining whether a proposed amendment is minor for the purposes of allowing the process to apply;
- (b) a means for the views of affected local governments respecting a proposed minor amendment to be obtained and considered;
- (c) a means for providing notice to affected local governments respecting a proposed minor amendment;
- (d) procedures for adopting the minor amendment bylaw.

(3) A board may proceed with a proposed amendment to a regional growth strategy as a minor amendment in accordance with the following:

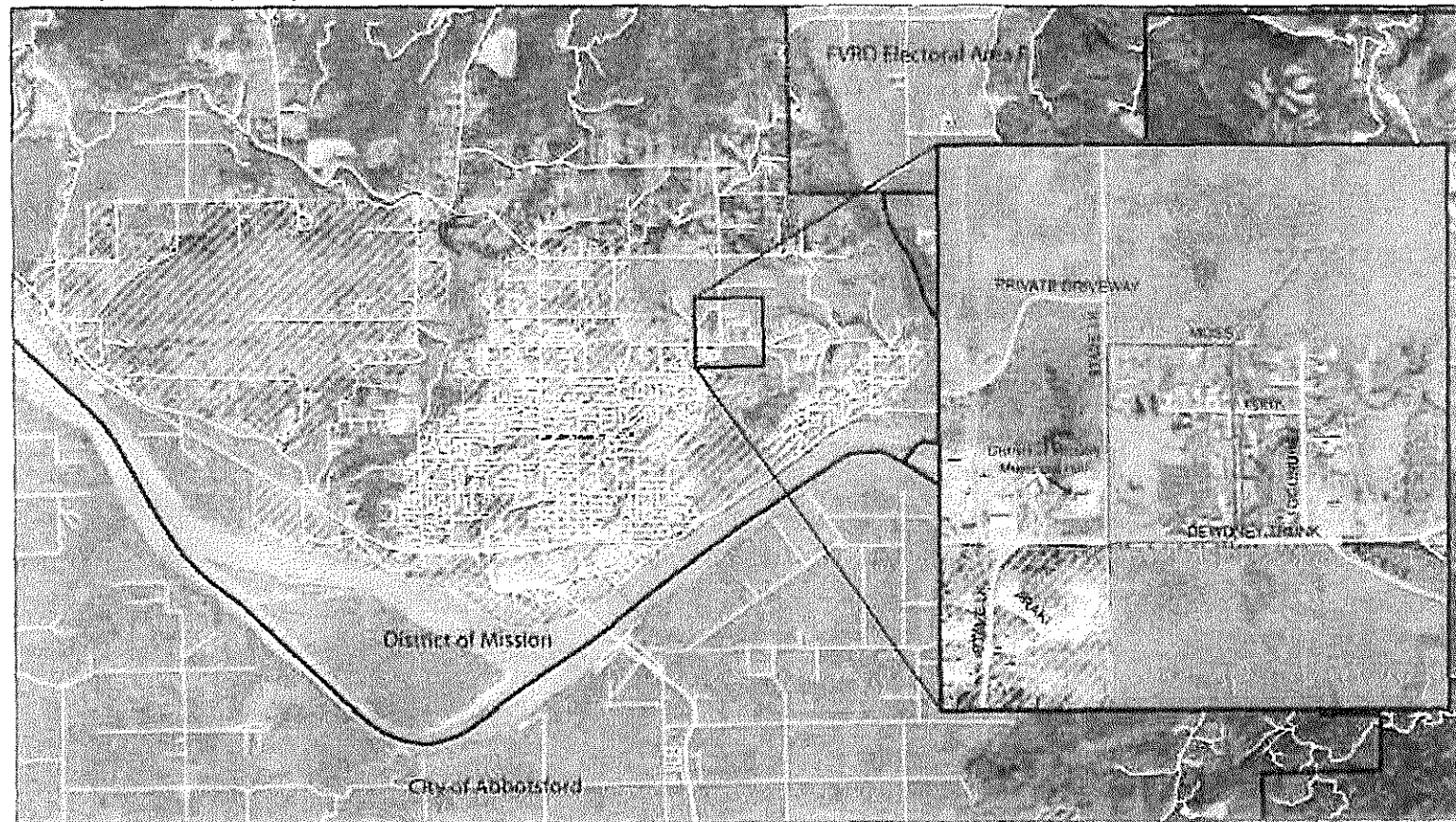
- (a) the board must give notice, including notice that the proposed amendment may be determined to be a minor amendment and the date, time and place of the board meeting at which the amending bylaw is to be considered for first reading, to each affected local government at least 30 days before the meeting;
- (b) before first reading of the amending bylaw, the board must allow an affected local government that is not represented on the board an opportunity to make representations to the board;
- (c) if at first reading, the amending bylaw receives an affirmative vote of all board members attending the meeting, the bylaw may be adopted in accordance with the procedures that apply to the adoption of a regional

District of Mission: RGS Amendment Request - FVRD Urban Growth Boundary
File No: 6430-60-2011-01
General Location Map

Legend

-  Municipal Boundaries
-  FVRD Urban Growth Boundary
-  Agricultural Land Reserve
-  Roads

Note: This map is for reference purposes only





FOR GENERATIONS

Dave Cobb
President and CEO

RECEIVED

MAR 07 2011

BY V. OF H.H.S.

March 2, 2011

His Worship Mayor Ken Becotte and Council
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mayor Becotte and Council:

I am writing to encourage you to sign up for Earth Hour 2011 by visiting www.earthhourcanada.org today.

British Columbia is a leader in energy conservation and efficiency and at BC Hydro, conservation remains a cornerstone of our energy planning for the future. Next month, communities across the province will demonstrate their commitment to conservation by supporting Earth Hour – an annual, global event to raise awareness about climate change and highlight individual communities' energy-saving actions.

Please join BC Hydro in participating in Earth Hour 2011 from **8:30 p.m. to 9:30 pm. on Saturday, March 26** and bring benefits to your community.

During Earth Hour 2010, 87 communities in British Columbia and 370 cities and towns in more than 35 countries switched off unnecessary lights and equipment to save energy and help combat climate change.

Thank you for your interest in Earth Hour 2011. To save energy every day of the year, visit www.bchydro.com. Through conservation, British Columbians saved about 800 GWh of electricity last year – enough to power nearly 75,000 homes.

If you have any questions or would like to share your Earth Hour plans with us please contact the BC Hydro Community Relations Manager in your region. Arlene Shwetz can be reached at 604 623-4468 in Vancouver or by email at arlene.shwetz@bchydro.com

Yours sincerely,

David Cobb
President and CEO

c: Arlene Shwetz, Community Relations Manager

FILE	DATE
6150-01	MAR 08 2011
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ITEMS	A - REG. ACTION
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VILLAGE OF HARRISON HOT SPRINGS

TERMS OF REFERENCE Harrison Lake Harbour Commission

COMPOSITION

The Harrison Lake Harbour Commission established by the Village of Harrison Hot Springs with non-voting representation from its neighbouring municipality of the District of Kent. The Council of Harrison Hot Springs appoints a member from Harrison Hot Springs to serve as Chair of the Harbour Commission. Representation of the Department of Fisheries and Oceans (DFO), RCMP, Nav Waters, Ministry of the Environment and other agencies deemed appropriate by the Commission may also serve as non-voting members and participation of these agencies will be at the discretion of the Commission.

RESPONSIBILITY

1. The Harrison Lake Harbour Commission will have responsibility for the effective management of the lakeshore, docks and wharfs; referred to collectively as the "Harbour" within the jurisdiction of the Village of Harrison Hot Springs.
2. The Harbour Commission will:
 1. Prepare and annual operating budget for approval by the Council of the Village of Harrison Hot Springs.
 2. Prepare a five (5) year strategic plan identifying Capital Programs and enhanced tourism strategies, to expand the viability of the Harbour.
 3. Expend funds as contained in approved budgets.
 4. Annually in the fall present to the Council of the Village of Harrison Hot Springs a proposed work plan for the upcoming year and a five (5) year projection.
 5. Provide, advise/recommendations to respective Council on issues referred to it, by those Councils.
 6. Manage all aspects of the Harbour to ensure it functions in compliance with Council's policies, bylaws and other legislation.



VILLAGE OF HARRISON HOT SPRINGS

TERMS OF REFERENCE Harrison Lake Harbour Commission

3. Governances

1. A quorum will consist of fifty percent (50%) plus one of the commissioners appointed.
2. If the Chair is not present for a meeting, the remaining commissioners providing there is a quorum will elect an Acting Chair.
3. The Chair may make recommendations, to the Commission, for the establishment of working groups of the Commission and the appointment of members to the working groups. External appointments shall be made by the Council of the Village of Harrison Hot Springs.
4. All issues will be resolved by a simple majority of members present at the meeting.
5. The Chair may also vote on all issues. In the event of a tie vote the Commission recognizes that the motion is defeated.
6. Members who abstain from voting will be considered as voting in the affirmative.
7. With exception of sections contained in these terms of reference, the Village of Harrison Hot Springs Council procedural bylaw will prevail.
8. The Commission will conduct its business in a public meeting, unless the sensitivities of an issue require that it be addressed in camera and is in accordance with the Community Charter.

TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: DEVELOPMENT PERMIT APPLICATION – RONEN
 Lot 12, Block 1, Frac Sec 13, Twp 4, Rge 29, NWD
 140 Lillooet Avenue

DATE: MARCH 7, 2011

BACKGROUND

The Village has received the attached drawing package from Jordan Kutev Architect on behalf of Mike and Annie Ronen regarding a Development Permit application to undertake an addition to the existing building on the property to accommodate a new restaurant (The Hungry Chef). The addition would entail expanding the building towards Lillooet Avenue and adding an outdoor deck.

Within the Official Community Plan (OCP), the subject property is situated within the Lakeshore Special Planning Area and the Lakeshore Development Permit Area 1. Pursuant to Section 4.4.4 of the OCP, new commercial development within the Lakeshore Development Permit Area 1 shall take place in accordance with the Design Guidelines that apply to the Lakeshore Special Planning Area, contained within the OCP as Schedule 1 - D.

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The purpose of this report is to review the proposal in the context of the guidelines and to provide comments on the proposal.

DESCRIPTION OF PROPOSAL

The proposal as outlined in the drawing package prepared by Jordan Kutev Architect dated 17 December 2010 appended to the attached DP 02/11 is summarized as follows:

- a) conversion of the existing 1 storey house into a 34 seat restaurant to be called the Hungry Chef;
- b) construction of a 525 square foot addition to the front of the house and a 356 square foot outdoor deck;
- c) provision of 4 parking spaces to the rear of the building with access of Cedar;
- d) planting of 2 trees and provision of removable wooden planters, a bench, and bicycle rack along the Lillooet Avenue frontage;
- e) erection of a 6 foot high wooden privacy fence along both interior lot line; and
- f) screening of the garbage bins.

COMMENTS ON PROPOSAL**a) Compliance with Zoning Bylaw Regulations**

The subject property is zoned C-1 (Village Center Commercial). As is indicated on page 2 of the architect's drawing package, the proposed addition would comply with all requirements of the C-1 zone, except for the provision of **off street parking** and **loading**.

The restaurant would have a total of 34 indoor seats, and based upon an **off street parking requirement** of 1 space per 5 seats, 7 parking spaces would be required. The site plan only shows 4 parking spaces. To make up the shortfall, the applicant would need to either:

- i) reduce the number of seats within the restaurant from 34 to 20;
- ii) secure 3 parking spaces on another property by covenant within 150 meters of the site pursuant to Section 5.4 of the Zoning Bylaw; or
- iii) obtain a variance from Council for the reduced number of parking spaces.

The applicant has proposed to purchase 3 parking spaces from the Village at a cost of \$45000 pursuant to Section 5.5 of the Zoning Bylaw. However Section 5.5 limits the number of spaces that can be purchased from the Village to a maximum of 10% of the required number of spaces, which in this case would mean that only 1 space could be purchased, and in order for the Village to sell parking spaces pursuant to Section 5.5, the Village must own or operate a parking garage or parking area.

Since the applicant has indicated that Options (i) and (ii) are not viable, this issue is still unresolved. That being said, Council could issue the Development Permit, but the actual issuance of the Permit would be subject to the resolution of this issue to the satisfaction of the Chief Administrative Officer.

Regarding **off street loading**, the Zoning Bylaw requires that 1 off street loading space shall be provided for a building that is between 0 - 500 square meters in size. The applicant is seeking a variance to this requirement on the basis that:

- i) the small size of the subject property significantly limits the ability to provide a dedicated off street loading space;
- ii) the small size of the restaurant does not warrant a dedicated off street loading space since deliveries would be limited, would occur when the restaurant is not actually opened, and could use the parking spaces and aisle in the back of the building.

Given the reasonableness of this variance request, it has been incorporated within the Development Permit in Section 4.2.

b) Compliance with Development Permit Area Guidelines

The subject property is located within Lakeshore Development Permit Area 1, and is subject to the design guidelines within Schedule D of the Official Community Plan. Although the design guidelines within Lakeshore Development Permit Area 1 are intended to be applied to proposed new buildings, particularly along Esplanade Avenue, there are some elements that would apply to the proposed addition, briefly described as follows:

- i) enhance pedestrian activity within the area;
- ii) provide building setbacks of 2 - 4 meters along Lillooet Avenue to accommodate street trees, benches, and other similar features;
- iii) locate parking areas in the rear portion of a lot and sign / landscape access points; and
- iv) utilize signage that is proportionate to the building façade and scale of the streetscape.

With respect to the guidelines, the following comments are provided regarding the design of the proposed addition:

- i) converting a residential structure into a commercial use while attempting to retain the character of the building and its relationship to the adjacent residential structures is supported;
- ii) the scale, massing, and material are consistent with the intent of the guidelines;
- iii) a parking area is at the rear of the building thus not interrupting the pedestrian flow and experience along Lillooet Avenue;
- iv) a non-illuminated hanging sign, approximately 3 feet by 3 feet appears to fit in well with the building.

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The proposed addition would be located on the front property line without a setback. Staff asked the architect to provide the rationale for the lack of a front lot setback along Lillooet Avenue as envisioned in the guidelines, that being 2 – 4 meters, notwithstanding that the Zoning Bylaw actually permits that within the C-1 zone, a building could be sited without any setback. The architect provided the following reasons justifying the lack of a front lot line setback:

- i) the buildings to the east of the site on the south side of Lillooet Avenue do not have a front lot line setback;
- ii) there is a grassed boulevard along the south side of Lillooet Avenue that is approximately 9 meters wide which could accommodate planting and landscaping;
- iii) the sidewalk along the south side of Lillooet Avenue is sited adjacent to the property line; and
- iv) the presence of the deck along the property will animate the streetscape and enhance the pedestrian experience along Lillooet Avenue.

Based upon the drawing package submitted by the applicant and the applicant's response to various issues raised by staff, the proposed addition is deemed to be consistent with the Development Permit Guidelines. That being said, there are still some details that need to be worked out with the applicant and the issuance of the Permit should be subject to the resolution of any outstanding issues.

c) Comments from Others

The proposed addition was reviewed by the Village's Building Department, Fire Department, and Public Works Department. The following is a summary of the comments:

- i) The Building Department raised a number of issues that will need to be addressed as part of the building permit process. The applicant has been advised of the comments and has indicated that all the issues can and will be addressed;
- ii) The Fire Department has also identified a matter that will be addressed during the building permit process; and
- iii) Public Works has noted that the property has service connections for both sanitary and storm sewers but the property is not connected to the municipal water system. On that basis, the municipal water line, which is approximately 21 meters from the property, will need to be extended to service the property and is referenced in Section 4.6 of the DP.

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COUNCIL OPTIONS

The following options are provided for Council's consideration:

- Option 1: Authorize the issuance of Development Permit 02/11; or
- Option 2: Request the applicant to revise the proposal prior to Council's further consideration of Development Permit 02/11; or
- Option 3: Do not authorize the issuance of Development Permit 02/11 at this time.

CONCLUSION AND RECOMMENDATION

The proposed addition to the existing building on the subject property and its conversion into a new restaurant would be a welcome addition to the Lillooet Avenue frontage. Other than the off street parking issue and some minor issues to work out, the DP is ready for Council to authorize its issuance. A draft copy of DP 02/11 is attached.

The following resolution is offered for Council's consideration:

THAT Council authorize the issuance of Development Permit No. 02/11 to the owners of Lot 12, Block 1, Frac Sec 13, Twp 4, Rge 29, NWD (140 Lillooet Avenue) to construct an addition to accommodate a restaurant generally in accordance with the drawing package prepared by Jordan Kutev Architect dated 17 December 2010, issuance of said Permit to be subject to resolving the following issues:

- a) provision of off street parking in accordance of the requirements of the Zoning Bylaw or securing a variance to the Bylaw's off street parking requirements;*
- b) confirmation that the siting and type of the proposed landscaping elements and community amenities located on the Lillooet Avenue road allowance are acceptable to the Chief Administrative Officer or his designate; and*
- c) provision of a security deposit to the Village for the landscaping component of the project and associated community amenities that have been offered by the applicant in an amount acceptable to Chief Administrative Officer or his designate.*

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Michael Rosen

Attachment:

- 1) DRAFT Development Permit 02/11 including drawing package from Jordan Kutev Architect*

Reviewed by Chief Administrative Officer:



Ted Tisdale

VILLAGE OF HARRISON HOT SPRINGS

DEVELOPMENT PERMIT NO. DP 02/2011

1. This Development Permit No. 02/2011 is issued to:

Mike and Annie Ronen
620 East 16th Street
Vancouver, BC V5T 2V4

as the owner (the "Permittee") and shall apply only to that certain parcel or tract of land within the Village of Harrison Hot Springs (the "Village") described below, and any and all buildings, structures, and other development thereon:

Parcel Identifier: 011-529-784

Legally described as:
Lot 12, Block 1, Frac Sec 13, Twp 4, Rge 29, NWD, Plan 251

(the "Lands")

Civic Address: 140 Lillooet Avenue, Harrison Hot Springs, BC V0M 1K0
Folio number: 1640-52264

AUTHORITY

2. This Development Permit ("DP") is issued pursuant to Section 920 of the *Local Government Act* and is issued subject to compliance with all of the bylaws of the Village, except as specifically varied or supplemented by this Permit.
3. The above noted property lies within the Lakeshore Development Permit Area 1 as identified in the Village of Harrison Hot Springs *Official Community Plan Bylaw 864* as amended. Pursuant to Section 919.1 of the *Local Government Act*, this area has been designated as a Development Permit area under the *Official Community Plan* for the following purpose:

"...establishment of objectives and guidelines for the form and character of commercial and multi-family residential developments..."

GENERAL TERMS AND CONDITIONS

4. The following DP terms and conditions shall apply to the Lands:
- 4.1 The Lands shall be developed generally in accordance with the terms and conditions provision of this permit and any plans and specifications attached to this permit shall form a part hereof.
- 4.2 The Zoning Bylaw 672-1996 is varied as follows:
a) Reduce the off street loading space requirement from 1 to 0.
- 4.3 The Lands shall be developed and used only in accordance with the drawing package attached hereto as Schedule A prepared by Jordan Kutev Architect:

Drawing A100	Context, Site Plan, Project Statistics
Drawing A101	Landscape Plan and Site Details
Drawing A201	Basement and Main Floor Plan
Drawing A202	Roof Plan and North / South Elevations

- 4.4 On-site landscaping shall be installed in accordance with Drawing A101.
- 4.5 Prior to occupancy of any building on the lands the applicant shall satisfy all off-site works and services and enter into a standard form Construction Servicing Agreement that covers standards and specifications for servicing the Lands as per the Village Subdivision and Servicing Bylaw and as supplemented by the requirements of the National Building Code, Underwriters Survey and Master Municipal Construction Documents.
- 4.6 As a condition of the issuance of a building permit, the applicant shall either extend the water line along Lillooet Avenue for approximately 21 meters to the Lands or provide the Village with a security deposit in the amount of 125% of an engineer's estimate of the water line extension.
5. Nothing in this permit shall waive 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.
6. The Permittee shall obtain from any purchaser of the Permittee's interest in the Lands, or portion thereof, an agreement to be bound by the terms of this Permit, and until such time as the purchaser agrees to be so bound, all obligations imposed on the Permittee under this Permit shall remain the sole obligations of the Permittee.
7. This Permit does not constitute subdivision approval or a Building Permit and does not entitle the Permittee to undertake any work without the necessary approvals or permits. Site work must be in compliance with the above noted geotechnical report.
8. This Permit does not constitute an approval under, or relieve the Permittee from complying with, all applicable provisions of the *Wildlife Act*, *Migratory Birds Convention Act, 1994* or any other federal, provincial or municipal statute, regulation or bylaw governing the Permittee's use and development of the Lands.
9. If trees on the Lands are proposed to be felled between April 1 and August 1 of any given year, then an appropriately qualified professional must monitor compliance with all applicable provisions of the *Wildlife Act*, *Migratory Birds Convention Act, 1994*, and any other federal or provincial environmental legislation governing the Permittee's use and development of the Lands.
10. The Permittee shall save harmless and effectually indemnify the Village from and against:
- a) any and all actions and proceedings, costs, damages, expenses, claims and demands whatsoever and by whosoever brought by reason of or in any way arising out of or related to the construction, installation, maintenance or repair of the DP Measures, including, without limitation, any and all claims for injurious affection, whether such claims arise at law or under any statute, including, without limitation, the *Expropriation Act*, R.S.B.C. 1996, and any amendments, rules or regulations thereto, or otherwise whatsoever;

- b) any and all expenses and costs which may be incurred by reason of or in any way arising out of or related to the construction, installation, maintenance or repair of the DP Measures resulting in damage to any property owned in whole or in part by the Village or which the Village by duty or custom is obliged, directly or indirectly, in any way or to any degree, to construct, install, maintain or repair;
- c) any and all expenses and costs which may be incurred by reason of liens for non-payment of labour materials, workers' compensation, unemployment insurance, Federal or Provincial tax, check-off or encroachments owing to mistakes in survey;
- d) The Permittee shall maintain until the date of issuance of the Occupancy Permit, at the Permittee's expense, with such company or companies and on such forms as are acceptable to the Village, in the name of the Permittee, Comprehensive General Liability insurance coverage covering premises and operations liability, contingency liability with respect to the operations of the contractors and subcontractors, completed operations liability, contractual liability and automobile liability for owned, non-owned and hired units. The limits of liability shall be not less than \$2,000,000.00 for each occurrence for bodily injury and property damage. Each policy shall provide that it cannot be cancelled, lapsed or materially altered without at least 30 days notice in writing to the Village by registered mail, shall name the Village as an additional insured and shall contain a cross-liability clause;
- e) To deliver a copy of each such insurance policy to the Village prior to the commencement of any construction, installation, maintenance or repair of the DP Measures; and
- f) That if the Permittee fails to obtain and/or maintain the said insurance or deliver the said policy or policies to the Village, then the Village may obtain and/or maintain such insurance at the expense of the Permittee and the Permittee hereby appoints the Village as the Permittee's lawful attorney to do all things necessary for that purpose.

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SECURITY DEPOSIT

- 11. As a condition of issuance of this Development Permit, the Village requires security in the amount of 125% of the developer's landscape architect's estimate for the landscape and streetscape requirements (the "Landscaping") set forth in the General Terms and Conditions, Item 4.4. The security shall be in a form acceptable to the Village. The security shall be maintained for a minimum of one year after the Landscaping works are provided a Substantial Performance Certificate issued by the Landscape Architect. In the event that the Landscaping is not completed as specified in this Development Permit, the Village may enter upon the Lands and complete the Landscaping and recover the costs of doing so from the security deposited including any fees for supervision or administration.
- 12. If works defined in this Permit are not substantially commenced within two years of the date of issuance of this Permit, this Permit expires.

AUTHORIZING RESOLUTION PASSED by Village of Harrison Hot Springs Council on the day of _____, 2011.

THE TERMS AND CONDITIONS UPON WHICH THIS PERMIT IS ISSUED ARE HEREBY ACKNOWLEDGED.

Mike Ronen

Authorized signatory:

(Print name and title above)

Annie Ronen

Authorized signatory:

(Print name and title above)

THIS PERMIT IS ISSUED this _____ day of _____, 2011.

The Corporate Seal of the VILLAGE OF
HARRISON HOT SPRINGS was hereunto
Affixed in the presence of:

Mayor

Corporate Officer

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SCHEDULE A

DRAWING PACKAGE FROM JORDAN KUTEV ARCHITECT



ISSUED FOR:
DEVELOPMENT PERMIT

DATE:
17DEC2010

SET:

JKA PROJECT No:
1020

THE HUNGRY CHEF RESTAURANT

140 Lillooet Avenue, Harrison Hot Springs, British Columbia

ARCHITECTURAL

Jordan Kutev Architect
200 - 4701 Hastings Street,
Burnaby, British Columbia
V5C 2K8
Tel.: 604 298 3222
Fax: 604 251 4570

SURVEY

Tunbridge & Tunbridge
British Columbia Land Surveyors
102-45928 Hocking Avenue,
Chilliwack, British Columbia
V2P 1B4
Tel: 604 792 4264

A000 COVER PAGE/ DRAWING LISTS
A151 SITE PLAN / CONTEXT PLAN / STATISTICS
A201 BASEMENT FLOOR PLAN / MAIN FLOOR PLAN
A302 ROOF PLAN / NORTH AND SOUTH ELEVATIONS
A401 EAST AND WEST ELEVATIONS
A451 BUILDING SECTION

THE HUNGRY CHEF RESTAURANT
140 Lillooet Avenue, Harrison Hot Springs, British Columbia



SUBJECT PROPERTY



1 CONTEXT
SCALE: N.T.S.

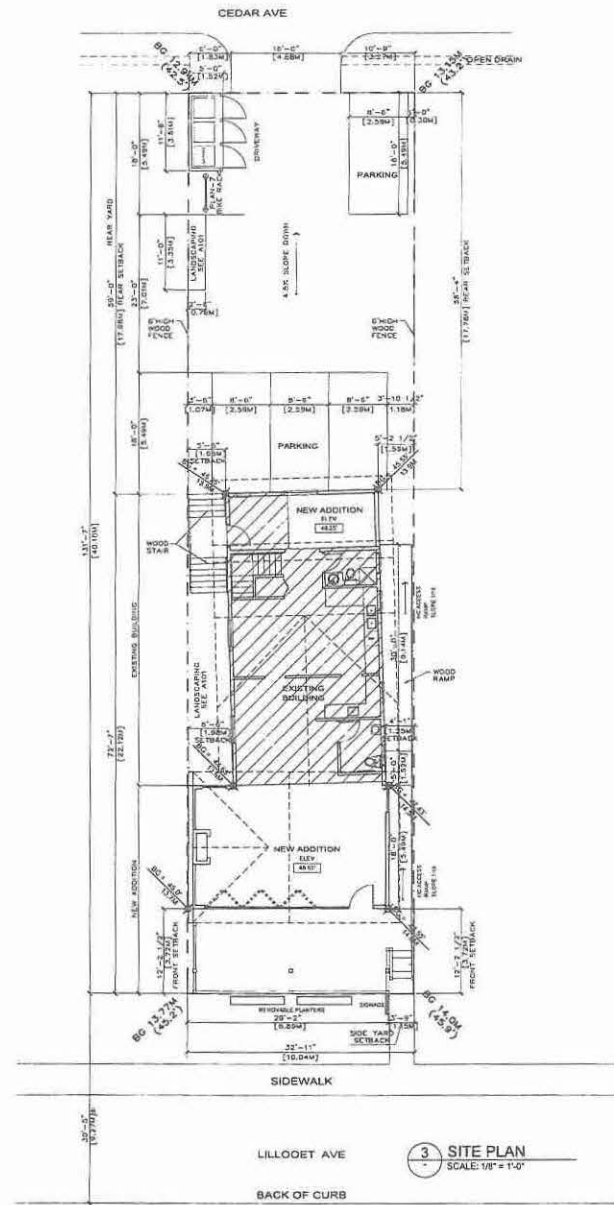
PROJECT STATISTICS

The Hungry Chef Restaurant
140 Lillooet Ave, Harrison Hot Springs, British Columbia

Project Name:	The Hungry Chef Restaurant
Civic address:	140 Lillooet Ave, Harrison Hot Springs, British Columbia
Legal Description:	Lot 12 Block 1 Fractional Section 13 Township 4 Range 29 West Of The Sixth Meridian New Westminster District
Proposed Zoning:	Village Commercial Zone (C1)
Site area:	6344.3 sq. ft. (483.6 sq. m.)

Uses	Allowed / required	Proposed
Site coverage C1 8.1-4	100%	49.77% (2167.7 sq. ft.)
Building Height C1 8.1-4	4 storeys 49.2 ft. [15 m.]	1 storeys 23.00 ft. [7.01 m.]
Setbacks Principal Building Front Parcel Line (Lillooet Ave) C1 8.1-4	0 ft.	12'-2 1/2"
Porch Rear Parcel line (Cedar Ave) C1 8.1-4	0 ft.	0 ft. 59.0 ft.
Interior Side Parcel Line C1 8.1-4	0 ft.	0 ft. (East Side) (+ 5.5 ft) 3.75 ft. (west Side)
Floor Space Ratio (FSR) C1 8.1-4	1.5 6516.5 sq. ft. [605.4 sq. m.]	0.83 2244.7 sq. ft. [208.8 sq. m.] (include basement)
Off-Street Parking Spaces C1 8.1-4	7 spaces	4 spaces + 2 spaces from city
Loading	1 space	0 relaxation required

2 PROJECT STATISTICS
SCALE: N.T.S.



3 SITE PLAN
SCALE: 1/8" = 1'-0"

ALL RIGHTS RESERVED BY JORDAN KULEV ARCHITECT
THIS DOCUMENT IS THE PROPERTY OF JORDAN KULEV ARCHITECT
IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN
NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS
ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM
WITHOUT THE WRITTEN PERMISSION OF JORDAN KULEV ARCHITECT
JORDAN KULEV ARCHITECT
140 LILLOOET AVE, HARRISON HOT SPRINGS, B.C. V2S 1A4
TEL: 604-891-1111
WWW.JORDANKULEVARCHITECT.COM

NORTH

Jordan Kulev
architect

PRINCIPAL CONSULTANT

CONSULTANT

SEAL

NO.	DATE	REMARKS
1	TDC/CH/16	ISSUED FOR DEVELOPMENT PERMIT

THE HUNGRY CHEF RESTAURANT

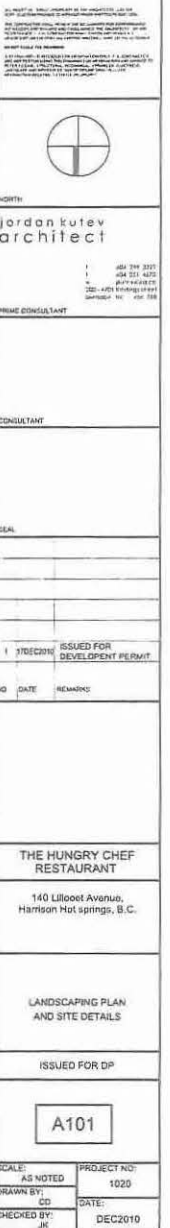
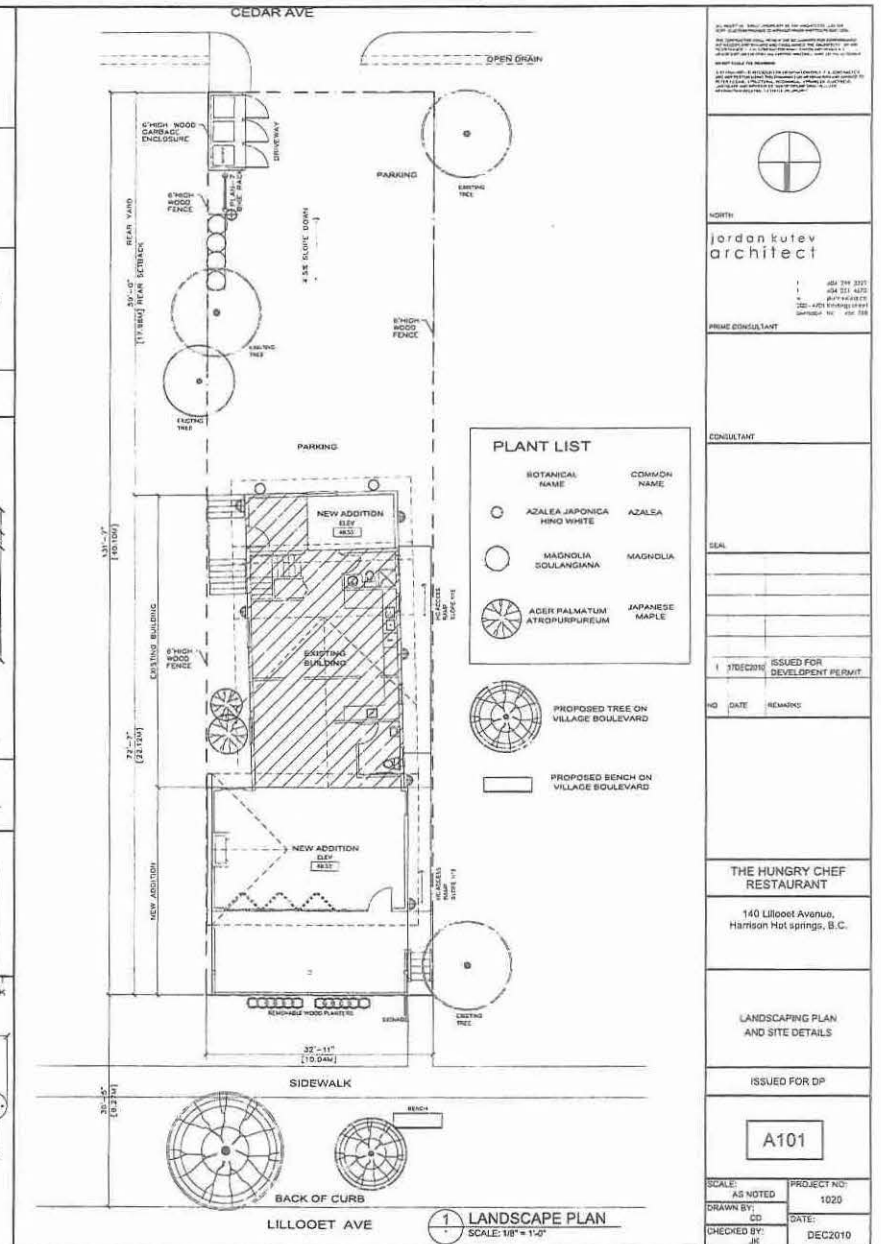
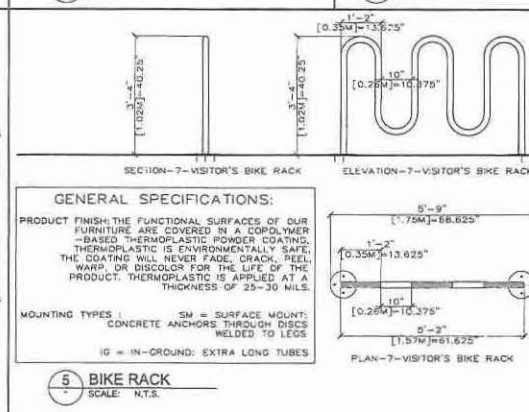
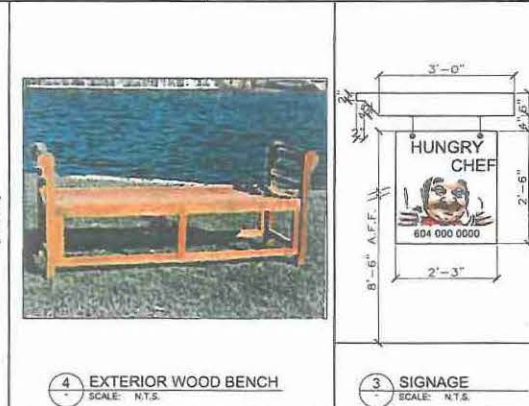
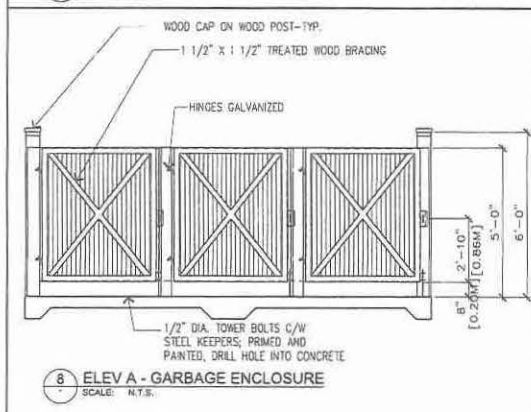
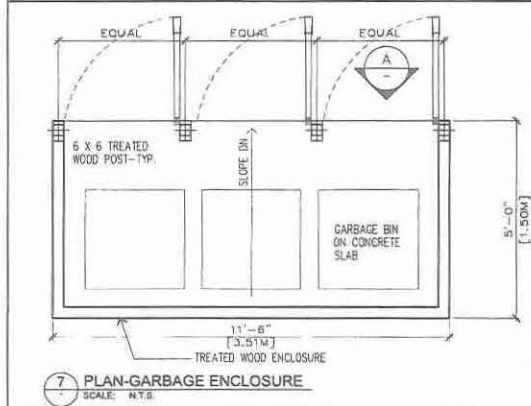
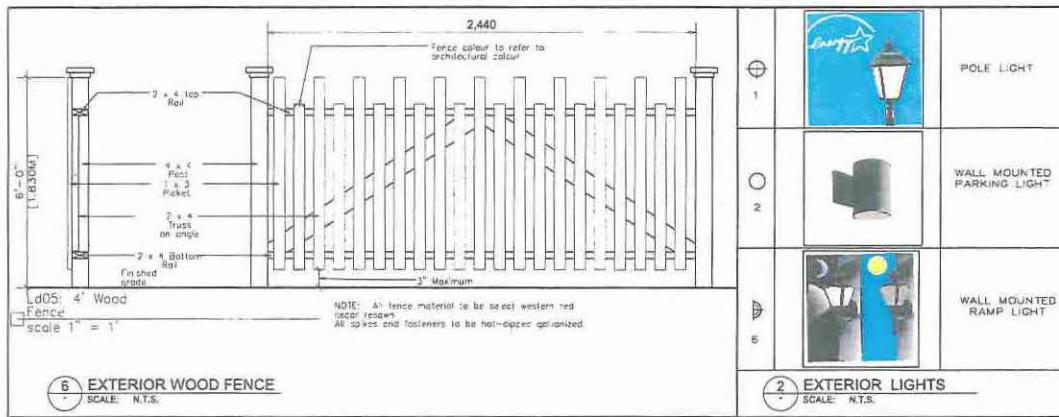
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Harrison Hot Springs, B.C.

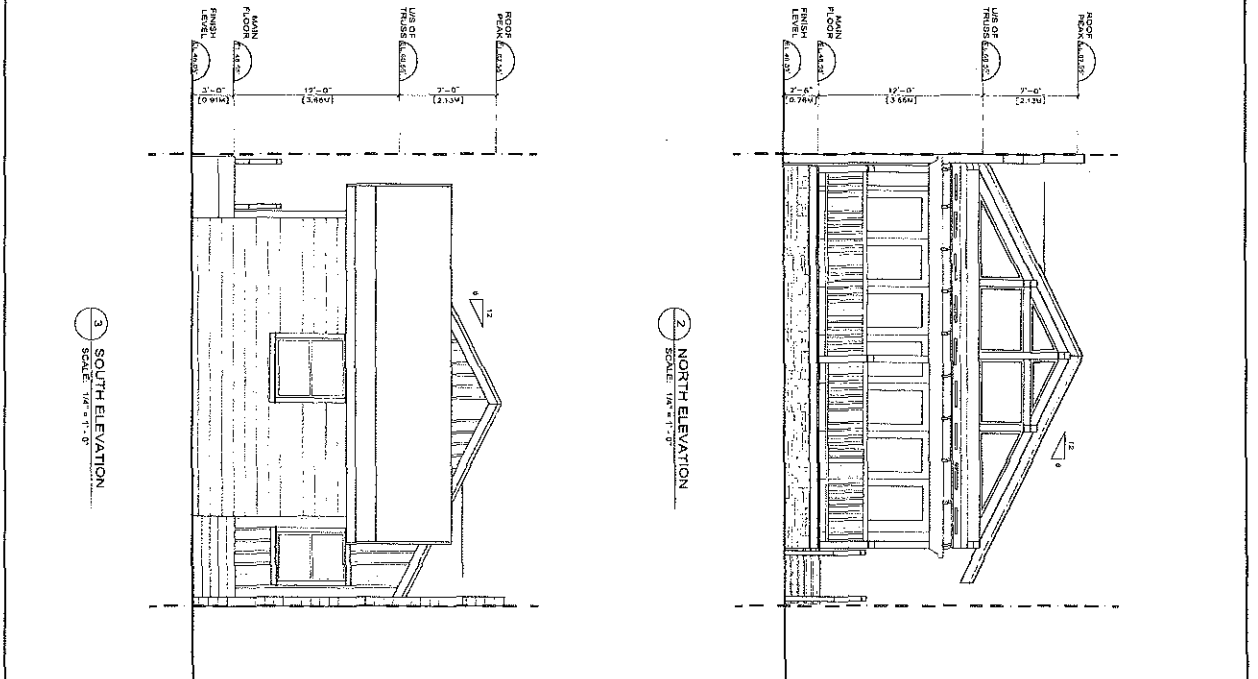
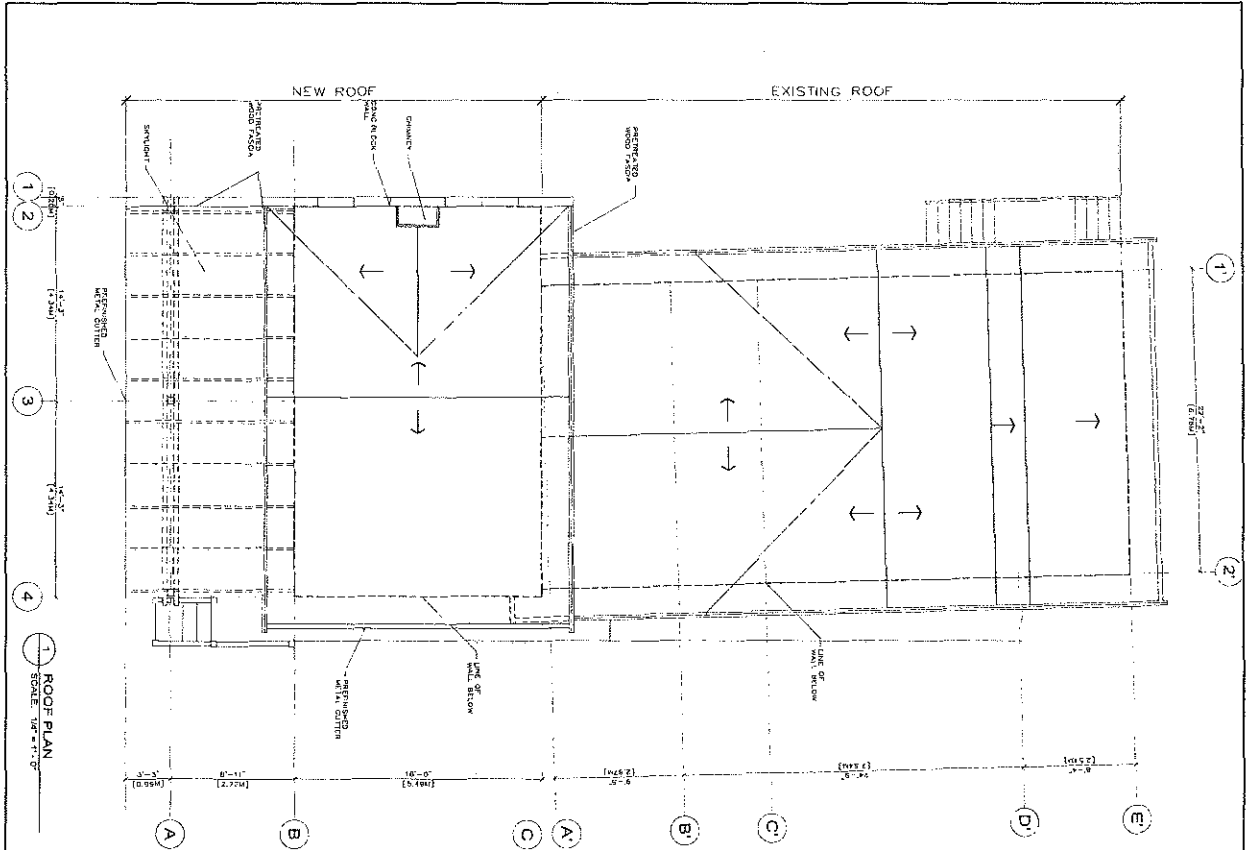
CONTEXT
SITE PLAN
PROJECT STATISTICS

ISSUED FOR DP

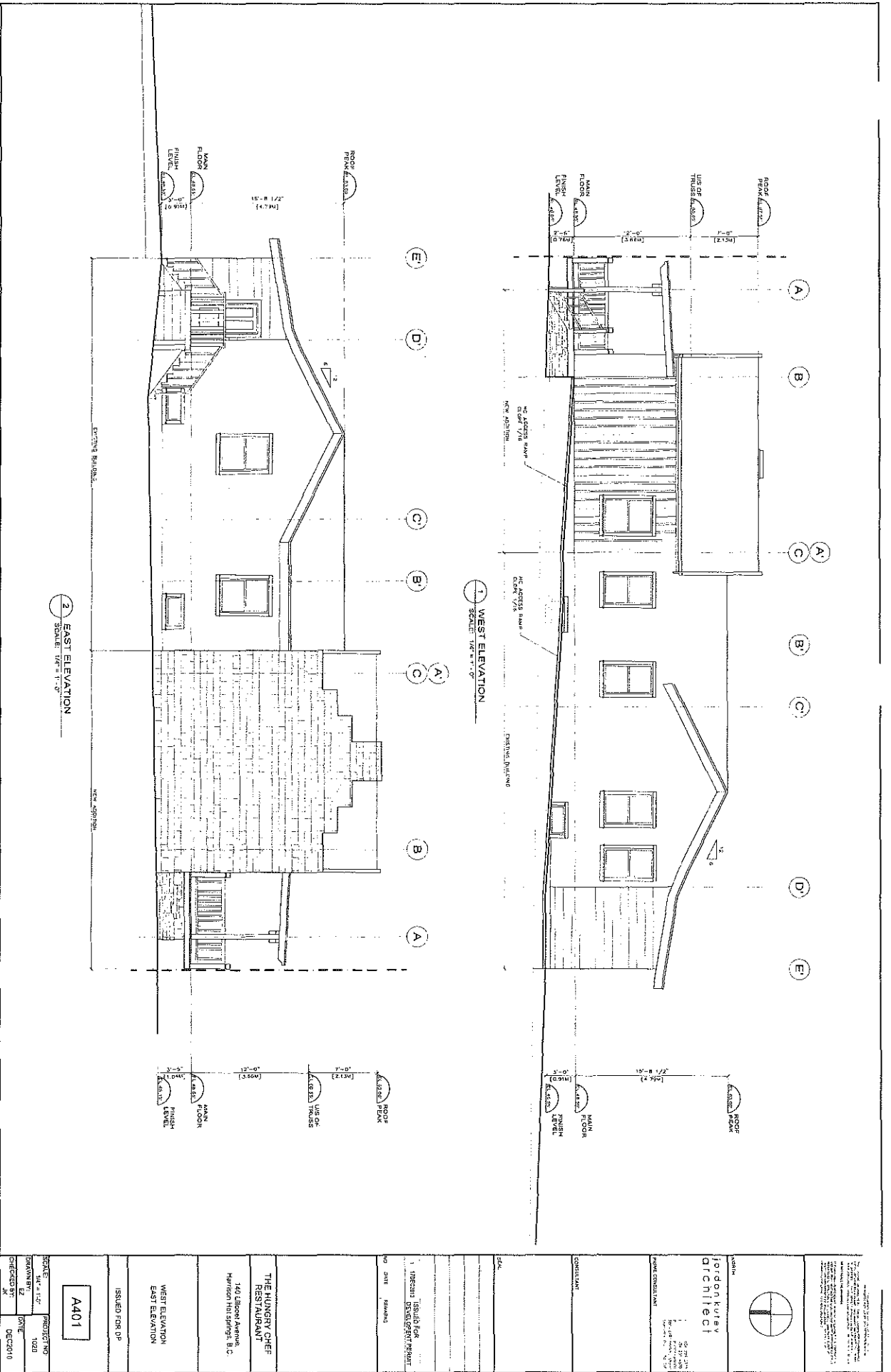
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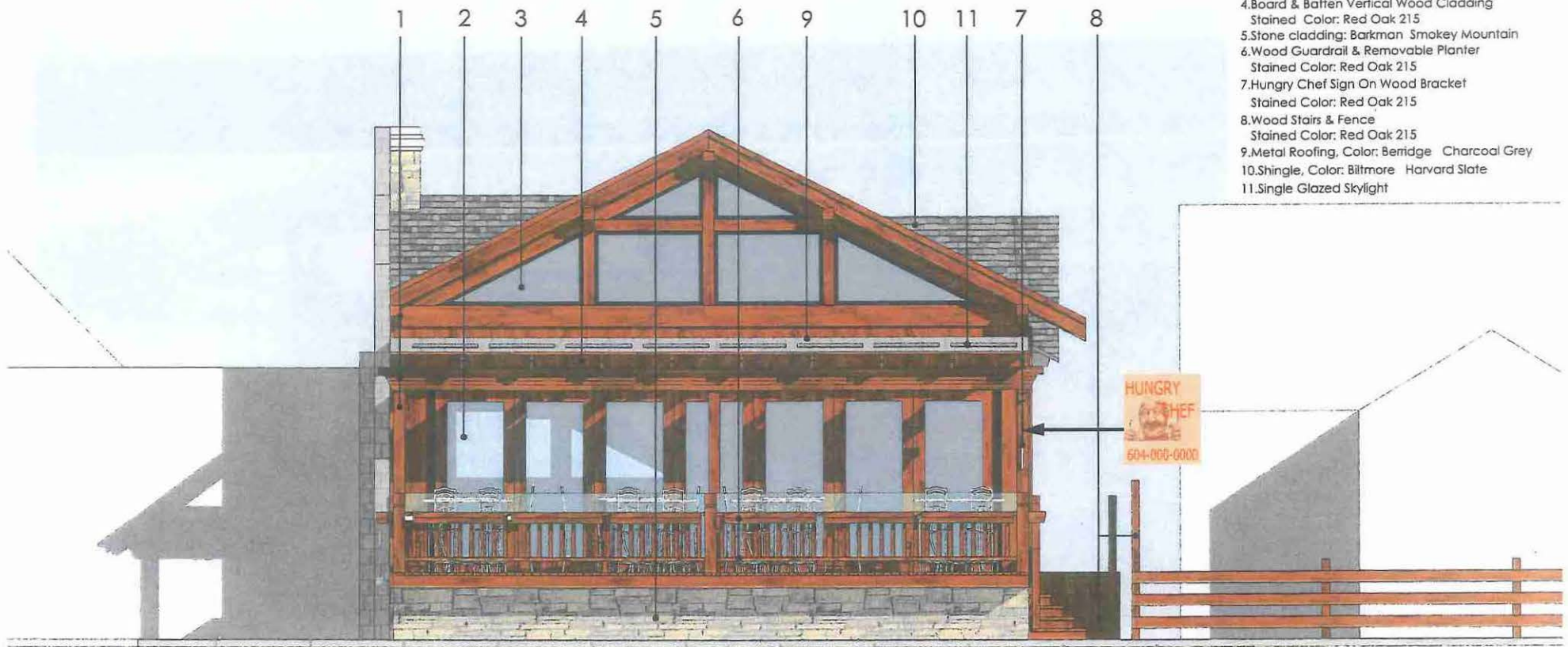
SCALE: 1/8" = 1'-0"	PROJECT NO: 1020
DRAWN BY: EZ	DATE:
CHECKED BY: JK	DEC2010





<p>THE HUNGRY CHEF RESTAURANT</p> <p>1401 Liberal Avenue, Harrison Hot Springs, B.C.</p>	<p>ROOF PLAN NORTH ELEVATION SOUTH ELEVATION</p>	<p>154180 FOR DP</p>	<p>A202</p>	<p>PROJECT NO. 1020</p>	<p>DATE DEC 2010</p>	<p>CHECKED BY M</p>	<p>SCALE 1/4\" = 1'-0"</p>	<p>DATE 10/20</p>	<p>PROJECT NO. 1020</p>	<p>DATE DEC 2010</p>
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The Hungry Chef Restaurant @140 Lillooet Avenue, Harrison Hot Springs, B.C.

Jordan kutev architect



The Hungry Chef Restaurant @140 Lillooet Avenue, Harrison Hot Springs, B.C.

Jordan kutey architect

TO: TED TISDALE - CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: NEIGHBOURHOOD PLANNING AREA 2
OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 961, 2011

DATE: MARCH 10, 2011

RECOMMENDATIONS

- 1) **THAT** "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" be read a second time; and
- 2) **THAT** staff be authorized to schedule a Public Hearing regarding "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" on 11 April 2011.

BACKGROUND

At the Council Meeting of 17 January 2011, Council read "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" a first time and authorized staff to schedule a Public Information Meeting prior to proceeding to second reading of the Bylaw.

On 23 February 2011, the Public Information was held. A copy of the notes from the meeting is attached.

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The purpose of this report is to review the comments provided at the meeting and to provide a recommendation as to how Council should proceed with the bylaw process.

SUMMARY OF PUBLIC INFORMATION MEETING

Approximately 10 people attended the meeting, 3 of whom were members of the Neighbourhood Plan Working Group. The majority of the discussion centered around infrastructure issues and the presence of the steep slope on the east side of the Plan Area. Other issues that surfaced included impact on taxes, the south side of Echo, and density increases.

Based upon my observations, there was nothing that came out of the meeting that would necessitate revisions to the Neighbourhood Plan.

COUNCIL OPTIONS

Regarding the next steps in the Neighbourhood Plan preparation process, the following options are provided for Council's consideration:

- Option 1: Read "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" a second time and authorize staff to arrange for the holding of a public hearing;
- Option 2: Request staff to revise "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" prior to proceeding to second reading; or
- Option 3: Pursue another course of action.

CONCLUSION

The purpose of the Public Information Meeting was to enable property owners and residents within and adjacent to Neighbourhood Planning Area 2 to become informed about and offer comment on the draft Neighbourhood Plan. Unfortunately the turnout was low. While a few issues were raised, they were either addressed in the draft Plan or were beyond its scope. The Public Hearing will provide another opportunity for the public to comment on the proposed Plan. On this basis, Option 1 is the recommended course of action.

Michael Rosen

Attachment:

- 1) *Bylaw 961, 2011*

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Reviewed by Chief Administrative Officer:



Ted Tisdale
Chief Administrative Officer

**VILLAGE OF HARRISON HOT SPRINGS
NOTES OF THE PUBLIC INFORMATION MEETING
NEIGHBOURHOOD PLAN AREA 2**

DATE: February 23, 2011
TIME: 7:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE:

Councillor Harris
Councillor Kenyon
Councillor Jackson
Councillor Perry

Michael Rosen, Planning Consultant

Andre Isakov, Community and Economic Development
Officer
Debra Key, Corporate Officer (Recorder)

ABSENT: Mayor Becotte

Deputy Mayor Harris opened the meeting and welcomed Councillors, staff and the public.

Neighbourhood Plan Area 2 – Echo Avenue and Eagle Street

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Michael Rosen, Planning Consultant introduced the working group members, Lois Home, Andy Strothotte, Zoltan Kiss and Leo Facio, Chair of APC. The Village has in its OCP identified the neighbourhood as a subject of a Neighbourhood Plan and how the municipality evolving and changing over the years.

The plan is part of a bylaw that has been given 1st reading. Michael Rosen provided a brief overview of the purpose, planning, principles and policy framework for the neighbourhood planning area.

Work on the plan began in summer of 2009 and in fall of 2009 a meeting was scheduled where some of the planning ideas were identified. There was a decision to set up a group of citizens as a working group. Letters went out to see if there was anyone interested in participating in the group. Other members of the group were Audrey Johnston and Allan Roth. Over a period of time the working group met four or five times to come up with a plan and ideas. That plan was reviewed by the APC who supported it. In January of 2011 the package (plan) went to Council. The bylaw received 1st reading and it was recommended that a neighbourhood public information meeting occur before it went to a public hearing. A report will go to Council after tonight and Council will decide if it will go to a public hearing.

After the public hearing Council will decide if the bylaw should be given third reading and adoption. It does not change the zoning. Individuals will have to come forward to change the zoning.

This area now has single family dwellings in it. There are no multi family dwellings. The closer you get to the centre the higher the density becomes. The object is to get more people to live in the area where they are closer to the amenities.

VILLAGE OF HARRISON HOT SPRINGS

What are the issues?

Is the infrastructure capable of handling more development? The answer is yes. The pipes in the area may have to be upgraded by developers. Water and sewer systems have the capacity to handle development in this area.

What about the people who are living there now? Can older homes coexist with new development? Will the densities be high enough for a developer to buy land, tear down houses and build additional density? What are important features?

This is a vision, but no obligation to develop the property this way, but if someone wants to pursue a development of the property, it will help.

Discussion from Working Group Members

Andy Strothotte

It will be 15-20 years before anyone develops. If there is anyone that lives in the area, it doesn't mean you have to tear down your house. The park area looks like someone's yard, but it is actually Village property. My family has lived and owned property in Harrison for over 40 years.

Lois Home

It was a pleasure working with Michael and the neighbourhood plan. I live in Harrison and teach in Kent. In coming to Harrison I realized that there is nowhere to go except in smaller lots. Higher density means it encompasses smaller houses on small lots. The town can also accommodate more families. We are losing more kids. With more families, it can certainly bring up enrollment and will give the Village a larger tax base. Hopefully businesses will flourish. I think that it is time for Harrison to move ahead. It's a win/win situation.

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Zoltan Kiss

The geo tech hazard encompasses east – empty lots have been empty a long time. I would be really nervous living there. He suggested more lighting on Eagle Street. People could easily have commercial on ground level.

Questions/comments from the floor

Q – when it is a bylaw – if you have property there, does it have to be built by this design?

A - if you have property there now, you have to abide by zoning rules. If however, you want to change to have something else and rezoning is required, the rezoning has to be in accordance with this plan.

Q – what about sewer pipes?

A – when it comes to sewer, the Village collects DCCS from developers to pay for Village wide . The plant and water system has the capability to accommodate this developer. The pipes in the ground may have to be increased from 4” to 8”, but that will be the responsibility of the developer. The developer wouldn't be able to afford to send the amount of money the Village is spending on big infrastructure projects. The Village will recover the costs through DCCs. Every time a development proposal comes into the Village, the Village looks to see if the systems have the capability of provided the services that will be required by developer.

VILLAGE OF HARRISON HOT SPRINGS

Q – Why are we moving forward if the pipes aren't big enough?

A - The supply of water source and the sewage treatment plant are big enough, but the pipes that move the water may not be big enough. Municipalities deal with it, by having the developer pay for it. The onus will be put onto the developer.

Michael – we are planning, not building. Municipalities identify the kinds of land uses and densities, then the infrastructure needs are identified and then how to financial it or are other parties going to pay.

Q – Will the value of the property go down?

A – There are many factors involved in property value decrease.

Michael – it is good to have as many people as possible living close to stores and gives people opportunity to actually walk and not get into their cars and drive.

Q – the water pipe for Lillooet costs \$300,000.

Michael asked how this relates to this bylaw.

Resident: We will end up paying not the developer.

Q - I came here to retire, not shake hands with my neighbourhood.

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Michael - Are you not supportive of the plan primarily due to the infrastructure costs?

A – We don't need high density lots. No I am not supportive of the plan.

A - I'm not supportive either.

Zoltan Kiss - current zoning is single family – it is multi zoned along Lillooet, developers haven't moved on it. On the corner of Eagle and Echo, the lots are still empty. West of Eagle, south of Echo that area should have been included.

Michael – that area is not part of the OCP Plan.

Q – When building close to the mountain, I see rocks coming down, is the Village responsible?

Michael – what happens if there is a developer is that the Village requires that a professional engineer look at conditions of hazard to determine if the land is safe to be developed. Lawyers and insurance companies get involved, municipalities have to demonstrate due diligence has been done. The Village follows the recommendations in the Professional Engineers reports.

Michael – land values creep up and projects that were one day not viable, become viable. Council is making decision in the plan.

Leo Facio – the first two or three houses on Cottonwood had geotech – developers or house owner have to pay for a geotech report.

VILLAGE OF HARRISON HOT SPRINGS

Andy Strothotte – street south of Naismith – sat empty paved, pipes in the ground for 15-20 years and no one built a house. Things change. Planning Area 2 is part of Harrison. The development will be affected by and will affect everything around.

Q – the bylaw is law.

Michael - the bylaw is not law – this is the OCP – it does not affect zoning. This bylaw provides a framework and guidance and council to make changes to the zoning bylaw if they so determine.

Q – lets assume the bylaw passes. If I flatten my house and I want to build a single house.

Michael – the zoning does not change. If you want to change it you would have to rezone. If this plan goes into affect, it doesn't change zoning, but it does provide for higher and better use for the property.

Q – for average size single lot. What kind of options would you have for rezoning?

A – potential to create two lots or put a 2nd dwelling.

Q – I would prefer to look at neighbourhood study. Increase density by encourage people to build on empty lots.

Michael – suggestion is to come to public hearing and submit comments. The bylaw does not include the south side of Echo.

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Q – cul-de-sac at the end of Echo – is not a cul-de-sac it is a dead end

Lois Home – in our last meeting we left saying we like what was here and maybe later we could consider the south side

Q – will this bring my taxes up?

Michael – I want to say no, taxes are determined upon the tax assessment. Same tax rate for every residential property.

Councillor Kenyon – congratulations on the great job – was there any discussion to look at business.

Michael – if properties were to be rezoned for a 2nd building at the back. Zoning issues would be addressed.

Deputy Mayor Harris stated the mountain is in the District of Kent. Thanked everyone for coming out.

Meeting concluded.

Concluded at 8:14 p.m.



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 961

A bylaw to amend Village of Harrison Hot Springs Official Community Plan Bylaw No. 864

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

AND WHEREAS Village of Harrison Hot Springs Official Community Plan Bylaw No. 864 contemplated that a Neighbourhood Plan would be prepared for Neighbourhood Planning Area 2 – Echo Avenue and Eagle Street;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011".

II. AMENDMENT

1. That the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended to include the following:
 - a) Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) attached to this Bylaw as Schedule "A".
2. That Schedule "A" of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended as follows:
 - a) Add references to Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) in Section 1.2; and
 - b) Delete Section 3.2.4 and replace it with the following:

"To consider the potential redevelopment of **Neighbourhood Planning Area 2** as shown on Figure 1 - **Neighbourhood Planning Areas**, that is in accordance with the Neighbourhood Plan – Echo Avenue and Eagle Street attached as Schedule 1-F."
3. That Schedule 1 – B of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by deleting the **Lakeshore Residential** and **Low Density Residential** land use designations and replacing them with "**Subject to Schedule 1 – F (Neighbourhood Plan)**" as identified in Schedule "B" of this Bylaw.

4. That Schedule 1 – C of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by including the area shown in bold outline as identified in Schedule "C" of this Bylaw within the **Multi Family Residential Development Permit Area**.

III. **READINGS AND ADOPTION**

READ A FIRST TIME THIS 17th DAY OF JANUARY, 2011

READ A SECOND TIME THIS DAY OF , 2011

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2011

READ A THIRD TIME THIS DAY OF , 2011

ADOPTED THIS DAY OF , 2011.

Mayor

Corporate Officer

Schedule "A" to Bylaw 961, 2011

SCHEDULE 1 – F

NEIGHBOURHOOD PLAN ECHO AVENUE AND EAGLE STREET AREA

A. BACKGROUND AND PURPOSE

The Village's Official Community Plan (OCP) designates the area bounded by Lillooet Avenue to the north, Mount Street to the east, Echo Avenue to the south, and Miami Creek to the west as **Neighbourhood Planning Area 2**. Section 3.2.4 of the OCP speaks to **Neighbourhood Planning Area 2** by indicating that the area has the potential to accommodate medium density multi family development by extending the Lakeshore Residential area designation southward provided that the redesignation takes place on the basis of a comprehensive development proposal that addresses the overall area.

B. PLANNING AREA STATISTICS

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The following general information is provided for the planning area:

- 1) Size of Area: 5.5 ha (13.5 acres)
- 2) Number of Existing Lots: 46
- 3) Current Zoning: Primarily R-2 (Two Family Residential)
 2 lots: R-4 (Multi Family Residential - Medium Density)
 2 lots: P-1 (Community Institutional)
- 4) Existing Municipal Services: Municipal water and sewer

C. PLANNING CONTEXT AND ISSUES

Neighbourhood Planning Area 2 has been identified in the Official Community Plan as an area that could transition from a predominantly single family area with smaller older homes to an area with a series of medium density multi-family residential buildings. This neighbourhood is in close proximity to the Village's primary commercial area and Harrison Lake. Consistent with current sustainability principles, the increase in density of this neighbourhood is seen as an opportunity to promote a more walkable community enabling more people to live close to the beach and community's major amenities. The challenge for the Village in planning for the redevelopment of an

existing established residential neighbourhood is the consideration of the following issues:

- 1) is the infrastructure capable of accommodating an increase in development?;
- 2) what can be done to mitigate the impacts of a neighbourhood in transition?;
- 3) will people be displaced if older housing is replaced with new housing?;
- 4) can the older homes co-exist with new development?;
- 5) will the densities be high enough to enable a developer to purchase land at a price that will be acceptable to the existing property owner?;
- 6) what are the important design features for the new housing?; and
- 7) what features can be integrated in the design of the area that would promote sustainability?

D. PLANNING PRINCIPLES

In an attempt to address the above noted issues, the redevelopment of **Neighbourhood Planning Area 2** shall respect the following planning principles:

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- 1) The change of use and density of the neighbourhood shall respect the character of the single family neighbourhood on the south side of Echo Avenue.
- 2) To facilitate the efficient redevelopment of properties, the assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.
- 3) Density of development shall decrease as the distance from the lake increases.
- 4) New development shall be designed to cater to full time residents as opposed to part time residents.
- 5) Development proposals shall identify the manner in which existing residents who may be displaced will be housed elsewhere.
- 6) If necessary, new zones will be created to accommodate innovative development proposals.
- 7) Density bonuses will be considered for development projects that provide:
 - a) rental housing or have some units owned and operated by a housing society;

- b) community amenities either within the neighbourhood or elsewhere within the Village;
- c) green building elements that promote energy and water conservation; and
- d) tangible opportunities for promoting alternative modes of transportation.

8) Infrastructure upgrades shall be the responsibility of the developer.

E. LAND USE CONCEPT

A number of land use options were considered in the preparation of the **Neighbourhood Plan**. They differed with respect to the amount and location of small (400 square meters) and conventional lots (557 - 697 square meters), and multi family dwellings (townhouses and low rise apartments). The land use concept for the **Neighbourhood Plan** is outlined in **Appendix A**, the highlights of which are as follows:

- ☐ the land fronting Lillooet Avenue and Eagle Street is designated for multi-family residential development;
- ☐ the land on the north side of Echo between Spruce and Mount is intended to remain single family in character accommodating smaller lots and / or a second smaller dwelling such as a cottage or coach house;
- ☐ the church on the south side of Lillooet would remain as part of the neighbourhood;
- ☐ Bear Avenue between Eagle and Spruce could be closed;
- ☐ the park along the Miami River would be linked to a new park at the intersection of Spruce and Lillooet that would serve the local park needs of the neighbourhood.

Based upon an average density of 30 units per hectare (12 units per acre), it is estimated that the maximum number of new dwelling units would be in the 120 - 150 unit range.

F. POLICY FRAMEWORK

Council will utilize the following policies in guiding the development of land within the planning area:

1. Land Use and Density

- a) The land within the **Neighbourhood Plan** shall be developed primarily as a residential neighbourhood. Commercial development as part of a mixed commercial / residential project will be accommodated on a small section of the south side of Lillooet Avenue between the Miami River park and Eagle Street. The church on the south side of Lillooet Avenue shall be retained adding diversity to the neighbourhood.
- b) Within the **Neighbourhood Plan**, a mix of single family and multi family forms of residential development may be accommodated based upon the following maximum density limits:
 - i) Small residential lot – 400 sq. m. (4306 sq. ft.) minimum lot size with a 12 meter wide frontage except for panhandle lots;
 - ii) Conventional residential lot – 557 sq. m. (6000 sq. ft.) minimum lot size
 - iii) Low density multi family residential (townhouse –maximum 35 units / ha. (14 units / acre)
 - iv) Medium density multi family residential (low rise apartment – maximum 74 units / ha. (30 units / acre).
- c) The multi family site designated at the east end of Echo Avenue along Mount Road shall be developed in such a manner that vehicular access shall be arranged off of Lillooet Avenue and not Echo.
- d) For the lots on the north side of Echo Avenue designated Single Family, new zoning regulations shall be considered that will accommodate small cottages or guest houses in the rear portion of a lot, their size and siting to respect the single family character of the street.
- e) The Village will consider innovative zoning regulations to retain the character house at the north-west corner of Echo and Eagle.
- f) Secondary suites shall be accommodated within houses on conventional single family lots subject to an amendment to the Zoning Bylaw.
- g) To facilitate the efficient redevelopment of the lands for multi family housing, assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.

- i) Individual rezoning applications shall demonstrate the manner in which the proposed development will tie into adjacent lands or proposed development and to the neighbourhood as a whole.
- j) Rezoning applications for new development that would result in affordable housing opportunities for seniors or young families and that would be constructed to a higher than normal standard with green building technology will be favourably considered.

2. Building Design and Landscaping

- a) Multi family residential development shall be included within Multi Family Residential Development Permit Area No. 3 and shall be subject to the applicable guidelines.
- b) Upon rezoning, small lot residential subdivision shall be the subject of development permit guidelines which shall be prepared in conjunction with the rezoning application.

3. Transportation and Access

- a) No new public roads shall be developed within the neighbourhood.
- b) The east end of Echo Road shall continue as a cul de sac and Mount Road between Lillooet and Echo will not be developed as a connecting road.
- c) Bear Avenue may be closed and disposed of to the adjoining properties when redevelopment takes place, but a trail link shall be maintained between the Miami River trail and the new park at Spruce Street.
- d) Spruce Street may be closed and converted into a neighbourhood park. That portion of Spruce Street that connects to Echo could be sold off as a single family lot, but in no way will any existing houses lose their driveway accesses.

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4. Parks and Trails

- a) A new neighbourhood park utilizing the Spruce Street and Bear Avenue rights of way shall be created and connected to the residential areas with trails where possible.
- b) As a condition of rezoning, developers will be required to make financial contributions towards the development of the Spruce Street Park.

- c) The trails along the east side of the Miami River and within the Mount Street road allowance shall continue to provide important north – south trail linkages.

5. Infrastructure

- a) Although the Village wide water, sewer, and road systems are considered adequate for new development in the planning area, the adequacy of the existing on-site infrastructure to service new development shall be determined prior to rezoning the lands.
- b) Any required off-site, on-site, or upgrading of existing road frontages shall be the responsibility of the developer and shall be secured at the time of rezoning or subdivision as the case may be.

6. Environment and Hazard Land

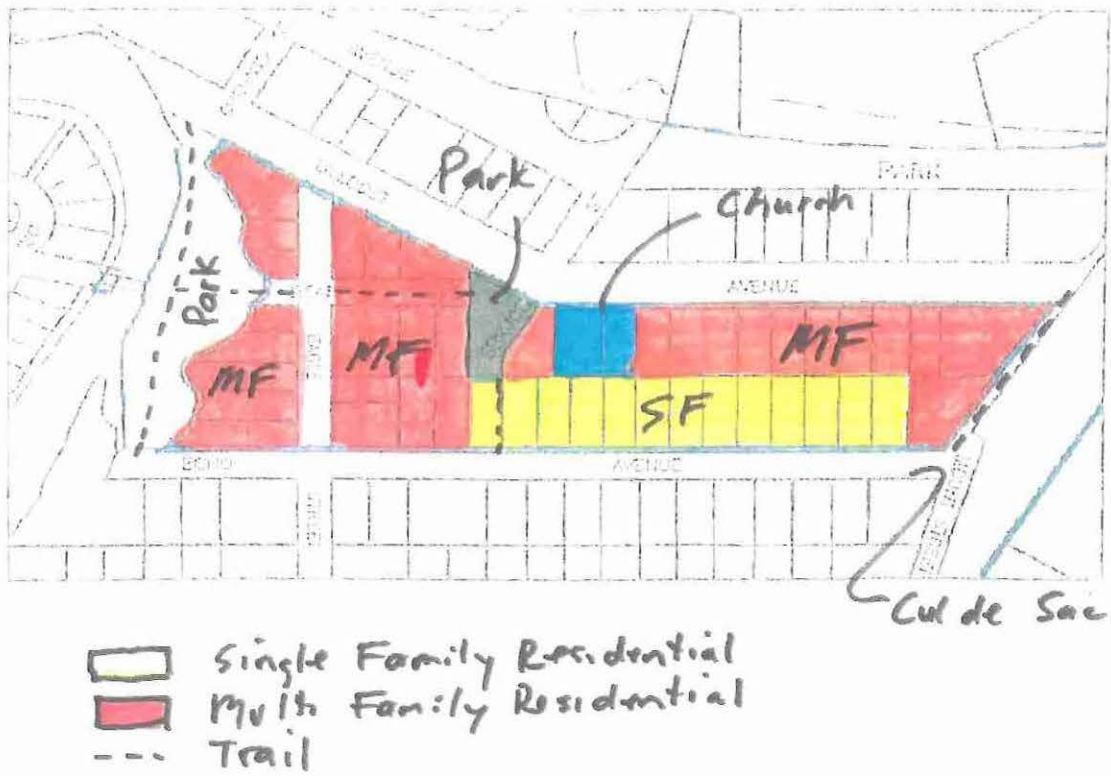
- a) Although there are no significant environmental features within the area, the Village shall encourage developers to retain mature trees where possible subject to the preparation of an arborist report.
- b) Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces.
- c) All development shall conform to applicable flood protection requirements.
- d) Redevelopment of the sites at the far east end of the Neighbourhood Plan area shall be subject to the applicable guidelines within the Geotechnical Hazards Development Permit Area No 4.

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G. CONCLUSION

The Neighbourhood Plan has been devised in accordance with a series of planning principles that are consistent with best management practices related to sustainability. The density and housing form that has been established will enable the neighbourhood to provide a gradual transition from the higher density area along the lake to the single family neighbourhood to the south. It is anticipated that the changes to the neighbourhood will take place over time.

APPENDIX A LAND USE CONCEPT



Schedule "B" to Bylaw 961, 2011



Schedule "C" to Bylaw 961, 2011





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 23, 2011
FROM: Debra Key, Corporate Officer **FILE:** 3090-20-44
SUBJECT: Development Variance Permit – 440 Emerald Avenue

ISSUE:

Council to approve the issuance of a Development Variance Permit to vary the rear setback from 7.5m to 3.31m.

BACKGROUND:

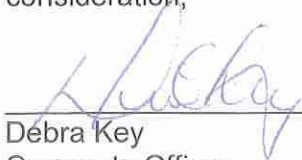
On February 1, 2011, Mr. Gentile applied for a building permit to place a modular home on his property. He had purchased this new modular home to replace one that had been on his property. After the purchase of the modular home, he discovered that the unit was longer than his original home, and did not meet the required setbacks. Mr. Gentile was advised by the seller that an option to purchase a double wide would be an extra \$25,000.

The site survey for the placement of the modular home meets all required setbacks except for the rear setback which is allowed under the Zoning Bylaw, Residential One (R1). The minimum rear setback for a principal building is 7.5 metres (25 feet). The current placement of the home only allows for a minimum of 3.31 metres, which would be a difference of 4.19 metres (14 feet).

RECOMMENDATION:

THAT Council approve the issuance of a Development Variance Permit for Joe Gentile of 440 Emerald Avenue to allow for a reduction in the minimum rear setback from 7.5 metres to 3.31 metres only for the siting of a mobile home with a width of 15'8".

Respectfully submitted for your
consideration;

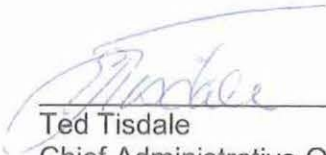

Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

A handwritten signature in black ink, appearing to read 'Dale Courtice', is written over a horizontal line.

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

A handwritten signature in blue ink, appearing to read 'Ted Tisdale', is written over a horizontal line.

Ted Tisdale
Chief Administrative Officer

VILLAGE OF HARRISON HOT SPRINGS

DEVELOPMENT VARIANCE PERMIT

FILE NO. DVP 02/2011

1. This Development Variance Permit No. 02/2011 is issued to:

Joe Vincenzo Gentile
5831 Grant Street
Burnaby, BC V5B 2K5

as the owner (the "Permittee") and shall apply only to that certain parcel or tract of land within the Village of Harrison Hot Springs (the "Village") described below, and any and all buildings, structures, and other development thereon:

Parcel Identifier: 002-389-941

Lot 27, Section 12, Township 4, Range 29, West of the Sixth
Meridian, New Westminster Land District, Plan 25160

(the "Lands")

Civic Address: 440 Emerald Avenue, Harrison Hot Springs, BC V0M
1K0

2. This Development Variance Permit ("DVP") is issued pursuant to the *Local Government Act* and the applicable bylaws of the Village and is issued subject to compliance with all of the bylaws of the Village, except as specifically varied or supplemented by this Permit.
3. The following DVP terms and conditions shall apply to the Lands:
- (a) *That section 7 of Zoning Bylaw 672, 1996 Village Residential One Zone (R1) 7.1 (.3 Principal Building Minimum Setback), rear parcel line be reduced from 7.5 metres to 3.31 metres only for the siting of a mobile home with a width of 15'8".*
4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

JOE VINCENZO GENTILE

THIS PERMIT IS ISSUED this day of , 2011.

The Corporate Seal of the VILLAGE OF)
HARRISON HOT SPRINGS was hereunto)
affixed in the presence of:)

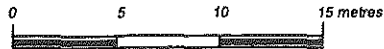
Mayor

Corporate Officer

POSTING PLAN OF
LOT 27, SECTION 12, TOWNSHIP 4, RANGE 29,
W6M, NEW WESTMINSTER DISTRICT, PLAN 35160
PURSUANT TO SEC. 68, LAND TITLE ACT

PLAN EPP11122

"VILLAGE OF HARRISON HOT SPRINGS"
BCGS 92H.022



DISTANCES ARE HORIZONTAL GROUND AND ARE SHOWN IN METRES.

THE INTENDED PLOT SIZE OF THIS PLAN IS 280 mm IN WIDTH
BY 432 mm IN HEIGHT (B SIZE SHEET) WHEN PLOTTED AT A SCALE OF 1:250

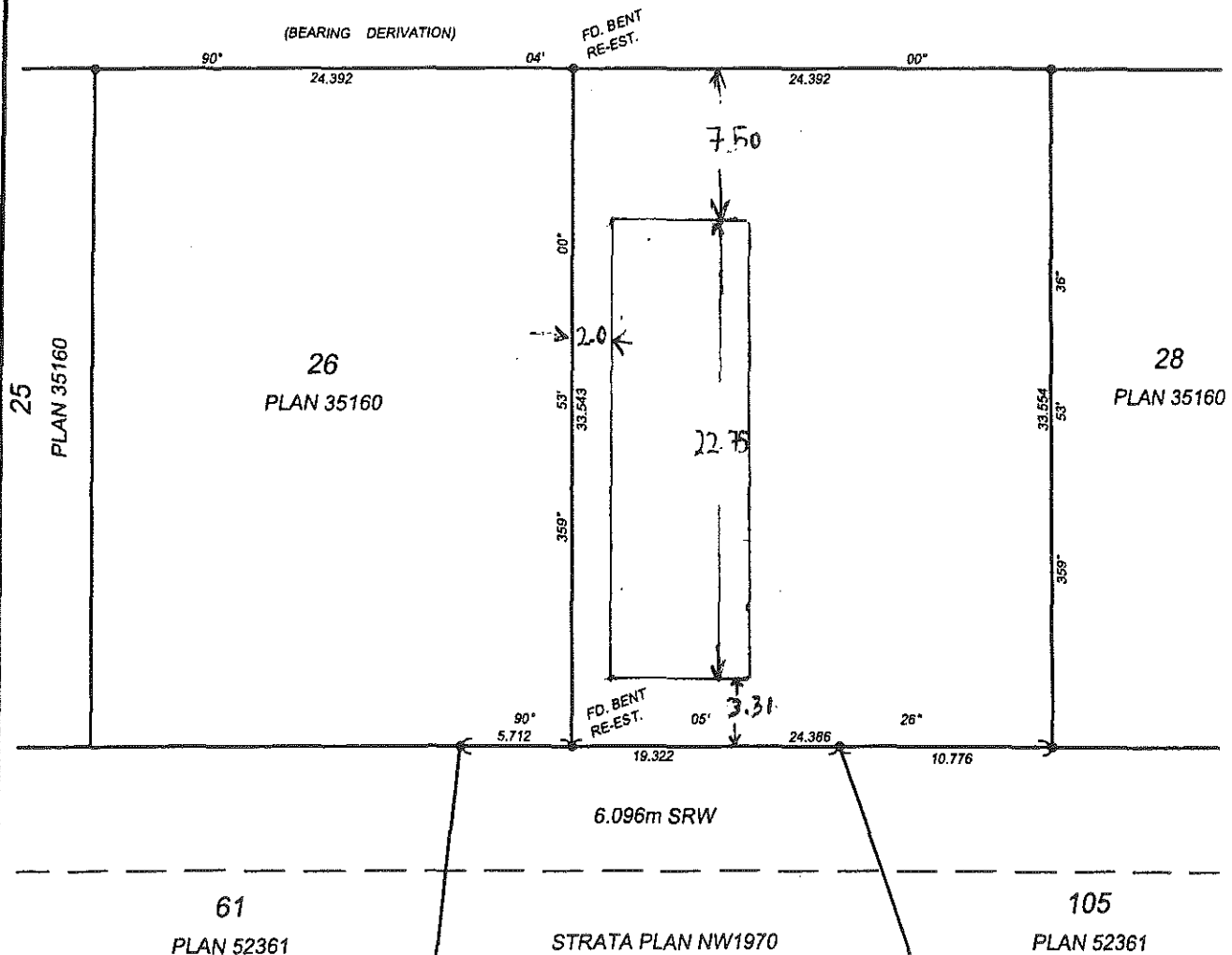
LEGEND

BEARINGS ARE ASTRONOMIC AND ARE
DERIVED FROM PLAN 35160.

● DENOTES STANDARD IRON POST FOUND



EMERALD AVENUE



SEC 12 TP. 4 R.29 W6M

ROBERT J. NEELS
B.C. LAND SURVEYOR
CANADA LANDS SURVEYOR
9995 MERRITT DRIVE
Chilliwack B.C. V2P 7B2

THIS PLAN LIES WITHIN THE FRASER VALLEY REGIONAL DISTRICT.

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: March 8, 2011

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 7710

SUBJECT: Blue Flag Program

ISSUE: The Staff are looking for direction from Council when it comes to the Blue Flag Program.

BACKGROUND: Blue Flag is a highly respected and recognized prestigious award that recognizes those beaches and marinas that have achieved international standards in water quality, environmental management, environmental education, safety, and services. There are almost 3500 Blue Flags flying globally and 15 nationally, telling residents and potential visitors that the beach or marina meets stringent international standards.


As the coordinator of Blue Flag Canada, Environmental Defence works with beach and marina managers, their partners, and community stakeholders to achieve the international Blue Flag award. The Blue Flag International program is managed by the Foundation for Environmental Education, a non-governmental, non-profit organization promoting sustainable development through environmental education.

The Blue Flag Beach and Blue Flag Marina criteria are attached to this report. Going through the criteria and addressing possible shortcomings can help to better position the resort municipality when it comes to both infrastructure and image. The nominations for this award are free. There may be costs associated with achieving the required standards in water quality, environmental management, environmental education, safety, and services. Also, once the "Blue Flag" designation is granted the annual membership in the program is \$1000 which includes the price of some promotional materials.

RECOMMENDATION:

THAT Council authorize staff to proceed with the application to become the first community in British Columbia to obtain the Blue Flag designation for the beach and marina.


Respectfully submitted for your
consideration;



Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

Not aware of any budget implications for 2011.



Dale Courtice
Director of Finance

Blue Flag Beach Criteria 2010

(I) Imperative Criteria– beach must comply

(G) Guideline Criteria– encouraged to increase the standards at the beach but not mandatory

ENVIRONMENTAL EDUCATION AND INFORMATION

1. Information about the Blue Flag program must be displayed (I)
2. A minimum of 5 environmental education activities must be offered and displayed (I)
3. Information about bathing water quality must be displayed (I)
4. Information relating to local ecosystems and environmental phenomena must be displayed (I)
5. A map of the beach must be displayed (I)
6. Code of conduct for the beach area must be displayed and the laws governing beach use must be easily available to the public upon request (I)

WATER QUALITY

7. The beach must fully comply with water quality sampling and frequency guidelines (I)
8. The beach must fully comply with standards and requirements for water quality analysis (I)
9. No industrial or sewage related discharges may affect the beach area (I)
10. The beach must comply with the Blue Flag requirements for microbiological parameter faecal coli bacteria (E.coli) and intestinal enterococci/streptococci (I)
11. The beach must comply with the Blue Flag standards for the following physical and chemical parameters (I):
 - The pH value range is normally 6 to 9.
 - There must be no oil film visible on the surface of the water and no odour detected. On land the beach must be monitored for oil and emergency plans should include the required action to take in case of such pollution.
 - There has to be an absence of floatables such as tarry residues, wood, plastic articles, bottles, containers, glass or any other substance.

ENVIRONMENTAL MANAGEMENT

12. The local authorities shall establish a beach management committee (G)
13. The local authorities must comply with all regulations affecting the location and operation of the beach (I)
14. The beach must be clean (I)
15. Algae vegetation or natural debris should be left on the beach unless it becomes a hazard (I)
16. Waste disposal bins/receptacles must be available on/by the beach in adequate numbers, regularly maintained and emptied (I)
17. Facilities for receiving recyclable waste materials must be available on/by the beach (I)
18. An adequate number of toilet or restroom facilities must be provided (I)
19. The toilet or restroom facilities must be kept clean (I)
20. The toilet or restroom facilities must have controlled sewage disposal (I)
21. On the beach there will be no unauthorized camping or driving and no dumping (I)
22. Access to the beach by dogs or other domestic animals must be strictly enforced (I)
23. All buildings and equipment of the beach must be properly maintained (I)
24. Coral reefs in the vicinity of the beach must be monitored (G)
25. A sustainable means of transportation should be promoted in the beach area (G)

SAFETY AND SERVICES

26. An adequate number of lifeguards and/or lifesaving equipment must be available at the beach (I)
27. First aid equipment must be available on the beach (I)
28. Emergency plans to cope with pollution must be in place (I)
29. There must be management of different users and uses of the beach so as to prevent conflicts and accidents (I)
30. There must be safe access to the beach (I)
31. The beach area must be patrolled (G - South & East Africa, Brazil, Chile, South Pacific, Morocco; Not applicable – Europe, Canada, Oceania)
32. A supply of drinking water must be available on the beach (G)
33. A minimum of one Blue Flag beach in each municipality must have access and toilet facilities provided for disabled persons (I)

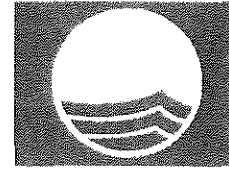
81



environmental
defence

Aidan Grove-White
Water Programs Manager and Blue Flag Coordinator
agrovewhite@environmentaldefence.ca
416.323.9521 ext. 257

Blue Flag Marina Criteria 2010



(I) Imperative Criteria– marina must comply

(G) Guideline Criteria– encouraged to increase the standards at the beach but not mandatory

ENVIRONMENTAL EDUCATION AND INFORMATION

1. Information relating to local ecosystems and environmental phenomena must be displayed (I)
2. A code of conduct that reflects appropriate laws governing the use of the marina and surrounding areas must be displayed at the marina (I)
3. Information about the Blue Flag Marina Programme and/or the Blue Flag Marina Criteria must be displayed in the marina (I).
4. The marina is responsible for offering at least three environmental education activities are offered to the users and staff of the marina (I)
5. The Individual Blue Flag for boat owners is offered through the marina (I).

ENVIRONMENTAL MANAGEMENT

6. A marina management committee should be established and be in charge of instituting environmental management systems and conducting regular environmental audits of the marina facility (G)
7. The marina must have an environmental policy and an environmental plan. The plan should include references to water, waste and energy consumption, health and safety issues, and the use of environmentally sound products when available (I).
8. Adequate and properly identified and segregated containers for the storage of hazardous wastes (paints, solvents, boat scrapings, antifouling agents, batteries, waste oil, flares). The wastes should be handled by a licensed contractor and disposed of at a licensed facility for hazardous waste (I).
9. Adequate and well managed litterbins and/or garbage containers must be in place. The wastes should be handled by a licensed contractor and disposed of by a licensed facility (I).
10. The marina has facilities for receiving recyclable waste materials, such as bottles, cans, paper, plastic, organic material, etc. (I).
11. Bilge water pumping facilities are present in the marina (G).
12. Toilet pumping facilities are present in the marina (G).

13. All buildings and equipment must be properly maintained and in compliance with national legislation. The marina must be in a good integration with the surrounding natural and built environment (I).
14. Adequate, clean and well sign-posted sanitary facilities, including washing facilities and drinking water. Controlled sewage disposal to a licensed sewage treatment (I).
15. If the marina has boat repairing and washing areas, no pollution must enter the sewage system, marina land and water or the natural surroundings (I).
16. Promotion of sustainable transportation (G).
17. No parking/driving in the marina, unless in specific designated areas (I).

SAFETY AND SERVICES

18. Adequate and well sign-posted lifesaving, first-aid equipment and fire-fighting equipment. Equipment must be approved by national authorities (I).
19. Emergency plan in case of pollution, fire or other accidents must be produced (I).
20. Safety precautions and information must be posted at the marina (I).
21. Electricity and water is available at the berths, installations must be approved according to national legislation (I).
22. Facilities for disabled people (G).
23. Map indicating the location of the different facilities is posted at the marina (I).

WATER QUALITY

24. Visually clean water (no oil, litter, sewage or other evidence of pollution) (I).

MESSAGE FROM
ENVIRONMENTAL DEFENCE

www.EnvironmentalDefence.ca

Blue Flag:
an international symbol
of excellence



The **Blue Flag** program has been certifying beaches and marinas around the world for more than 20 years.

Worldwide, over 3,000 beaches and marinas have achieved the **Blue Flag** award.

Environmental Defence is proud to be the operator of the **Blue Flag** program in Canada.

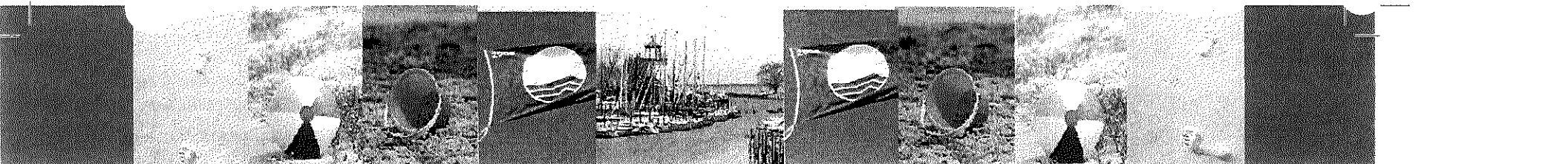
Through building the program, we are, with the support and commitment from our **Blue Flag** community partners, fostering the values, standards, and awareness needed to permanently protect our remarkable coastal ecosystems.



THE ONTARIO
TRILLIUM
FOUNDATION



LA FONDATION
TRILLIUM
DE L'ONTARIO



WHEN YOU GO TO THE BEACH OR USE A MARINA, IT'S IMPORTANT TO KNOW THAT ENVIRONMENTAL SUSTAINABILITY IS A TOP PRIORITY

The **Blue Flag** is a well known, prestigious award that recognizes those beaches and marinas that have achieved international standards in water quality, environmental management, environmental education, and safety and services.

The award is administered in Canada by Environmental Defence and is managed internationally by the Foundation for Environmental Education (FEE).

At Environmental Defence, when we raise the **Blue Flag** at a beach or marina, we are celebrating the commitment of a community and marina to meet strict international environmental standards.

This is a commitment you can depend on.

Check out the Blue Flag web sites at:
Canada: www.BlueFlag.ca
International: www.BlueFlag.org

WHAT THE BLUE FLAG MEANS TO YOU

- * Clean water for swimming.
- * A sustainably managed beach and marina.
- * Safe access for all ages and for people with disabilities.

YOU CAN DO YOUR PART TO PROTECT THESE VALUABLE PLACES

- * Always put your garbage and recyclables in the proper bins.
- * Respect the natural sensitive areas.
- * Whatever you take to the beach or marina, you take away.
- * Never throw anything overboard. Always bring waste back to shore for proper disposal.
- * Observe the rules regarding the code of conduct.
- * When possible, walk, bike, or car pool to the beach or marina.



What is Blue Flag?

Blue Flag is a prestigious, international award that recognizes those beaches that have achieved high standards in water quality, environmental management, environmental education and safety and services.

The award is administered in Canada by Environmental Defence and is managed internationally by the Foundation for Environmental Education (FEE).

In 2005, the City of Toronto was the first municipality in Canada to receive the award for four beaches. Since then, the program has grown to include nine beaches in southern Ontario flying the flag in 2007. Worldwide, over 2,600 beaches in 36 countries achieved the award in 2007.

Why fly a Blue Flag?

The Blue Flag is a guarantee to tourists, tour operators and local people that your beach is one of the very best in the world. It tells them that you have excellent water quality, manage your beach in an environmentally sustainable way and offer environmental education related to the beach and coastal environment. A Blue Flag beach also meets standards of safety and service, that includes access for the disabled.

If you can answer yes to the following questions then you could be well on your way to achieving a Blue Flag for your beach.

1. Did you record water quality at your beach this year?
2. Did you provide and maintain garbage and recycling containers on the beach?
3. Is there safe access for all ages, and the disabled, to the beach?
4. Do you have, at a minimum, life saving equipment at the beach?
5. Are public washrooms located close to the beach?
6. Do you have restrictions on dogs on all or any part of your beach during the swimming season?

Why would I apply for Blue Flag?

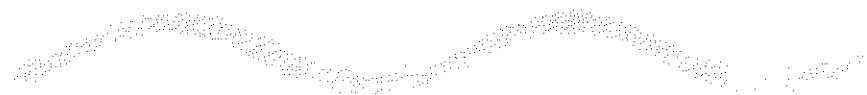
The benefits of flying the Blue Flag are numerous. Most importantly, it gives you national recognition for YOUR hard work in raising beach standards to the very highest level. Here are some other reasons why you should consider applying for a Blue Flag in Canada.

- Achieving a Blue Flag is cause for community celebration and pride. It provides excellent PR opportunities to raise the profile of your organization, your beach and the surrounding area.
- People seek out a Blue Flag beach because they are looking for a quality experience at the beach. A Blue Flag boosts tourism.
- Blue Flag can be used to as a practical management tool to address key local environmental quality issues, especially water quality related.
- Blue Flag beaches have a featured web-site in Canada. (www.BlueFlag.ca)
- Blue Flag criteria such as access for disabled people, promote social inclusion which in turn can increase visitor numbers to the area.
- Blue Flag beach operators have access to an international and national network of beach experts and are invited to attend regular workshops and information sessions.

Check out the Blue Flag web sites at:

Canada: www.BlueFlag.ca

International: www.BlueFlag.org





How easy is it to apply for a BLUE FLAG in Canada?

1. Environmental Defence will work with you to complete the Feasibility Study. You can access this online at www.BlueFlag.ca. A member of the Environmental Defence Blue Flag team will visit you and your beach(s) to see how close you come to meeting the required criteria.
2. The Feasibility Study will tell you what you need to do to meet the Blue Flag standards. Your commitment to meeting these standards means you can move to the pilot phase. Your beach can be in the pilot phase for up to three years.
3. In the pilot phase, your beach will be monitored for compliance with the Blue Flag standards. Applications for the Blue Flag award are accepted by Environmental Defence annually in January.

For more information

Environmental Defence

Jodi Frye
Blue Flag Coordinator
Environmental Defence
705-317 Adelaide St. West
Toronto, ON M5V 1P9

Tel: 416-323-9521 ext. 233
Fax: 416-323-9301
Email: jfrye@environmentaldefence.ca
Web: www.environmentaldefence.ca

Blue Flag Ambassador for Canada

Mike Price
Mike Price & Associates Inc.
14 Southdale Drive
Markham, ON L3P 1J7

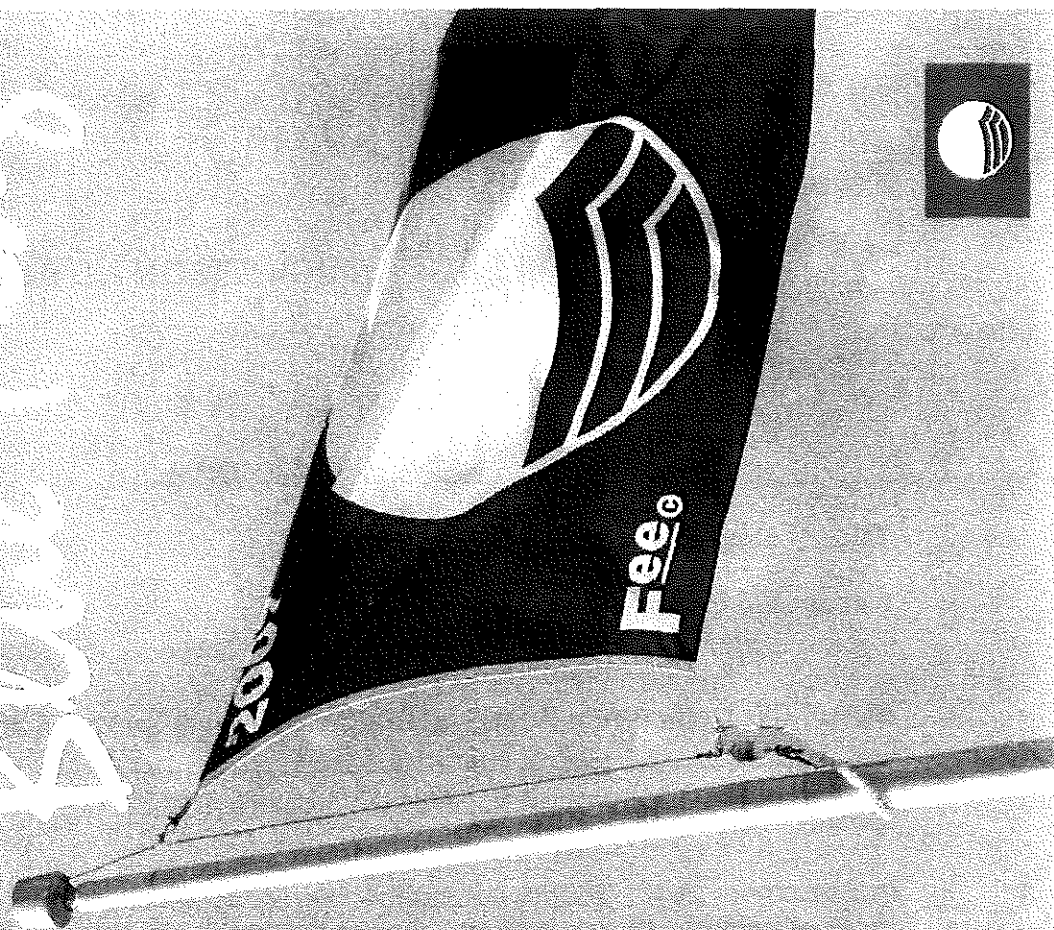
Tel: 905-294-3200
Fax: 905-294-6103
Mobile: 416-258-8330
Email: megawaterchief@rogers.com



ENVIRONMENTAL DEFENCE



Blue Flag





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: March 8, 2011

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 6430-05-01

SUBJECT: Community Sustainability Action Team for the ICSP

ISSUE:

In September 2010, Council expressed interest in working with the Whistler Centre for Sustainability to develop an Integrated Community Sustainability Plan (ICSP) with financial assistance of matching funds from the Federation of Canadian Municipalities (FCM). The staff are now looking for approval to proceed with establishing the terms of reference for the advisory task force body known as the "Community Sustainability Action Team" that would help guide the process of establishing the municipal ICSP.

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BACKGROUND:

Mandate

The ICSP Community Sustainability Action Team (CSAT) is the "advisory committee" for the project, and its members represent the community's interest in the project. The CSAT will provide input to the Whistler Centre for Sustainability (consulting team) and the Village of Harrison Hot Springs on public engagement opportunities, assist in the development of the community's vision (including descriptions of success), provide input on current reality and indicators, and develop recommended actions. Individual organizations represented on the CSAT will also be essential partners and work with the municipality to lead on implementing actions that will move the community towards its vision of success and sustainability.

Membership

1. The CSAT will be comprised of no more than fifteen (15) members in total in order to maintain effective meetings and meaningful engagement.
2. In order to ensure effective representation from across the community, the CSAT shall be comprised of members from:

- a. Council Liaison (1 member);
- b. Staff Liaisons (2 members);
- c. Community Business Leaders;
- d. Tourism Association;
- e. Community Associations;
- f. Social Services, including education, health, and culture;
- g. Environmental Organizations;
- h. Representatives of standing municipal commissions; and
- i. At-large Members from the general public.

Terms

1. The CSAT shall act as an advisory body to inform and provide input to the Quick Start ICSP team for consideration.
2. The municipality hereby delegates the following duties to the CSAT:
 - a. Review and provide input to the Quick Start public engagement and communications opportunities;
 - b. Participate in facilitator training and facilitate public events as needed;
 - c. Provide input to refine descriptions of success statements;
 - d. Provide input to the consulting team on current reality description and community indicators;
 - e. Participate in action planning meeting;
 - f. Review and provide input on draft ICSP; and
 - g. Accept actions for implementation.
3. CSAT members should attend all meetings. In the event that a member cannot attend, it is the responsibility of the member to advise the consultant or municipal project supervisor and, if the member is representing an organization, to appoint and brief a suitable alternate member. Repeated absence from CSAT meetings without notification may be cause to replace the CSAT member.
4. All members of the CSAT shall serve without remuneration.

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Procedures

1. The CSAT will be facilitated by the consulting team lead or municipal project supervisor (or an appropriate delegate).
2. The CSAT will meet for the following:
 - a. Initial CSAT meeting to review process, terms of reference, etc (e-meeting);
 - b. Facilitation training for developing descriptions of success prior to first public event;
 - c. Public event;
 - d. Finalization of descriptions of success (e-meeting); and
 - e. Review community indicators (e-meeting).
3. The CSAT will also provide input as required by email to the consulting team and/or municipal staff.

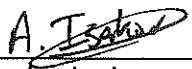
4. Meeting Quorum
 - a. A quorum will be the majority (50%+1 members) of the CSAT.
 - b. Recommendations and decisions of the CSAT shall be made by a majority of members in attendance at a meeting, provided quorum is present at that meeting.
5. The CSAT will operate primarily on a consensus basis. In the exceptional case where consensus cannot be reached, the rules or procedures outlined in Roberts' Rules of Order will apply.
6. The Chair may call an extra meeting of the CSAT if required during the ICSP and upon giving at least seven (7) days notice to each member.
7. Confidentiality: To ensure a safe environment for dialogue, members should convey the ideas and experiences of the meeting to others outside the group only in a very general manner and without attributing specific ideas or statements to any identifiable individual. However, as one of the roles of CSAT members is to represent her/his membership/constituency, it is expected that each CSAT member will share information from the process as necessary in order to solicit input that can be used to inform the process.

RECOMMENDATION:

THAT Council appoint one Council liaison to work with staff in overseeing the establishment of the Community Sustainability Action Team in accordance with the terms of reference outlined in the above report.

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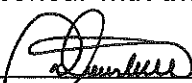
Respectfully submitted for your
consideration;



Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.



Dale Courtice
Director of Finance



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: March 9, 2011

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 2280-20-02-05

SUBJECT: 2011 Resort Municipality Initiative Agreement

ISSUE:

The municipality needs to sign an interim Resort Municipality Initiative Agreement that will see the current funding for programs and projects continue until the new 5 year plan is developed and signed by all parties in the next few months.

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BACKGROUND:


As was publicly announced, the Premier-designate and new cabinet will be sworn in at Government House on Monday, March 14, 2011. To avoid any delays in transfers in payment from the Province that may be as a result of potential ministry changes, the municipality needs to sign an interim RMI Agreement. The staff are currently working on developing a new 5 year RMI plan, it is expected to be completed by the end of March 2011. However, in the meantime the municipality is required to sign another RMI agreement with the province, this interim agreement will see the current RMI strategies continue until the adoption of the new 5 year strategy in a few months. The attached "Schedule A" shows the current RMI plan which will continue until the new 5 year plan is developed and signed by all parties.

RECOMMENDATION:

THAT approval be given to enter into the 2011 Resort Municipality Initiative (RMI) Funding Agreement with the Province of British Columbia; and

THAT the Mayor and Corporate Officer be authorized to execute the Agreement.

Respectfully submitted for your
consideration;



Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.



Dale Courtice
Director of Finance

Schedule A
Resort Development Strategy

Current 5 Year Expenditure Program

#	Project	2007	2008	2009	2010	2011	Total**
1	Plaza & Lakeshore Promenade		250,000	400,000	25,000	430,000	1,105,000
2	Village Centre Renewal					100,000	100,000
3	Memorial Hall Renovations				200,000		200,000
4	Parks & Trails Development			120,000	25,000	50,000	195,000
5	Sand Sculpture Competition	25,000	25,000				50,000
	TOTAL	25,000	275,000	520,000	250,000	580,000	1,650,000



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 10, 2011

FROM: Debra Key, Corporate Officer **FILE:** 7140

SUBJECT: Letter of Understanding – Emergency Social Services
Reception Centre at Memorial hall

ISSUE:

To execute a Letter of Understanding with Emergency Social Services for use of Memorial Hall as a Reception Centre in case of major emergency or disaster.

BACKGROUND:

In November of 2009, the Village was approached by the Kent-Harrison Community Disaster Assistance Program (Emergency Social Services) requesting the use of a facility as a Reception Centre in case of a major emergency or disaster such as flooding, chemical spills, fires or earthquakes. It was agreed to establish Memorial Hall as a Reception Centre only for the purpose of housing evacuees.

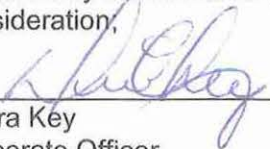
97

A Letter of Understanding was executed November 4, 2009 and expires March 31, 2011. We have received a new request from Emergency Social Services to enter into a LOU for the period April 1, 2011 to March 31, 2012.

RECOMMENDATION:

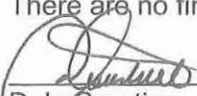
THAT a Letter of Understanding be executed with the Kent-Harrison Community Disaster Assistance Program (Emergency Social Services) for the period April 1, 2011 to March 31, 2012.

Respectfully submitted for your
consideration,


Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

There are no financial implications at this time.


Dale Courtice
Director of Finance

Reception Centre Facility Survey

			Area:						
Name and type of facility (arena, rec. centre, conference hall, hotel, etc.):			Normal hours of operation						
			Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
Address:									
Telephone Number(s):			Does the facility conduct evening activities?				Can open after hours?		
Fax number(s):			Does the facility conduct weekend activities?				Notice required to open (hrs):		
MOU signed:		Yes No	Floor plan completed:		Yes No				

CONTACT INFORMATION

Facility owner/manager/coordinator:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		
Person authorized to open facility:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		
Person authorized to open facility:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		

DETAILS OF FUNCTIONAL SPACE

[illegible]

FUNCTIONAL SPACE (CONT.)

Area usable for animal control? (Describe):	First aid room: <input type="checkbox"/>
Outdoor area suitable for other use? (E.g., playing fields):	Total parking spaces:

SUPPLEMENTARY INFORMATION

Food services	Utilities	Sanitation	
Kitchen:	Heating: Gas <input type="checkbox"/> Elect. <input type="checkbox"/> Oil <input type="checkbox"/> Propane <input type="checkbox"/> Other:	# Toilets: # Male: # Female:	
Capacity of dining area:	Cooking: Gas <input type="checkbox"/> Elect. <input type="checkbox"/> Oil <input type="checkbox"/> Propane <input type="checkbox"/> Other:	# Sinks: # Male: # Female:	
Stove <input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/>	Water: Tap <input type="checkbox"/> Well <input type="checkbox"/> Bottled <input type="checkbox"/> Other:	# Showers: # Male: # Female:	
Fridges <input type="checkbox"/> Freezers <input type="checkbox"/> Coolers <input type="checkbox"/>	Trapped water (amount & location):	Laundry: # Washers: # Dryers:	
Dishwasher <input type="checkbox"/> Other:		Emergency generator: <input type="checkbox"/> Emergency lights: <input type="checkbox"/>	
Phones: # Public: # Private: PA System <input type="checkbox"/> # Floors: Elevator: <input type="checkbox"/> Wheelchair access: <input type="checkbox"/>			
Equipment available for ESS use: Photocopier <input type="checkbox"/> Fax machine <input type="checkbox"/> # Tables: # Chairs:			
Other (list):			
Is there storage space for a RC kit? If yes, where?			
Age of building (approx.):	Does the building have insurance coverage:	Occupant load under fire regulations:	
Is the facility designated for other disaster use? If yes, what?			
Is there a group associated with the facility? Are members of the organization willing to be trained to help run a Reception Centre?			

COMMENTS

SURVEY RECORD

Survey completed by (name and title):	Date (yy/mm/dd):
Update completed by (name and title):	Date (yy/mm/dd):
Update completed by (name and title):	Date (yy/mm/dd):

Group Lodging Facility Survey

		Area:						
Name and type of facility (arena, rec. centre, conference hall, hotel, etc.):		Normal hours of operation						
		Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
Address:								
Telephone Number(s):		Does the facility conduct evening activities?					Can open after hours?	
Fax number(s):		Does the facility conduct weekend activities?					Notice required to open (hrs):	
MOU signed: Yes No		Floor plan completed: Yes No						

CONTACT INFORMATION

Facility owner/manager/coordinator:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		
Person authorized to open facility:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		
Person authorized to open facility:	Tel. (home):	Tel. (Bus.):	Mobile:	Email:
Home address:		Work address:		

DETAILS OF FUNCTIONAL SPACE

Section 1: Room types & capacities (Supply dimensions and record total floor space in either m ² or ft ² . Divide by 3.5m ² or 40ft ² to obtain number of sleeping spaces—minimum of 1.4m x 2.5m or 5ft x 8ft per person.)								Section 2: Assigned spaces (office, first aid, supply/storage, food, registration, etc.—specify room name and assigned use)
Room type/name	Dimensions (m/ft)	Total (m ² /ft ²)	Sleeping spaces	# Mats / cots	6	Seating spaces	Total capacity	
								Room 1:
								Room 2:
								Room 3:
								Room 4:
								Room 5:
								Room 6:
								Room 7:

SUPPLEMENTARY INFORMATION

Food services (for details, see food service inventory)		Utilities		Sanitation	
# Restaurants:	Capacity:	Heating: Gas <input type="checkbox"/> Elect. <input type="checkbox"/> Oil <input type="checkbox"/> Propane <input type="checkbox"/> Other:		# Toilets:	# Male: # Female:
# Lunch counters:	Capacity:	Cooking: Gas <input type="checkbox"/> Elect. <input type="checkbox"/> Oil <input type="checkbox"/> Propane <input type="checkbox"/> Other:		# Sinks:	# Male: # Female:
Stove <input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/>		Water: Tap <input type="checkbox"/> Well <input type="checkbox"/> Bottled <input type="checkbox"/> Other:		# Showers: # Male: # Female:	
Fridges <input type="checkbox"/> Freezers <input type="checkbox"/> Coolers <input type="checkbox"/>		Trapped water (amount & location):		Laundry: # Washers: # Dryers:	
Dishwasher <input type="checkbox"/> Other:				Emergency generator: <input type="checkbox"/> Emergency lights: <input type="checkbox"/>	
Phones: # Public:	# Private:	PA System <input type="checkbox"/>	Total parking spaces:	Pool: Indoor <input type="checkbox"/>	Outdoor: <input type="checkbox"/>
Elevator: <input type="checkbox"/>	Wheelchair access: <input type="checkbox"/>	Shuttle service: <input type="checkbox"/>	Fitness centre: <input type="checkbox"/>	Pets allowed: Yes <input type="checkbox"/> No: <input type="checkbox"/> Specifics:	
Equipment available for ESS use: Photocopier <input type="checkbox"/> Fax machine <input type="checkbox"/> # Tables: # Chairs:					
Other (list):					
Is there storage space for a GL kit?		If yes, where?			
Age of building (approx.):		Does the building have insurance coverage:		Occupant load under fire regulations:	
Is the facility designated for other disaster use?		If yes, what?			
Is there a group associated with the facility?		Are members of the organization willing to be trained to help run a group lodging?			

COMMENTS

SURVEY RECORD

Survey completed by (name and title):	Date (yy/mm/dd):
Update completed by (name and title):	Date (yy/mm/dd):
Update completed by (name and title):	Date (yy/mm/dd):



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 8, 2011

FROM: Debra Key, Corporate Officer **FILE:** 3150-01

SUBJECT: DCC Bylaw No. 960

ISSUE:

Development Cost Charges Bylaw No. 960 to be amended and received for second and third readings.

BACKGROUND:

The Development Cost Charge Bylaw received first reading at a Special meeting of Council on January 6, 2011. A consultative process was completed by providing developers with a draft copy of the bylaw for comment. Two of the three developers provided input.

The DCC projects were discussed with the APC, EDC, Parks and Recreation Commission and the Chamber of Commerce. All Commissions expressed support of the Village's draft DCC bylaw.

The bylaw was also advertised in the local newspaper on February 24th and March 3rd, 2011 and placed on the Village's website inviting comments from the public. Comments from two individuals were received.

Staff has reviewed the project list and made minor adjustments to the calculations in the Schedules resulting in the DCCs being reduced slightly for single family and for commercial campsites.

RECOMMENDATION:

THAT Council amend Schedule "A" Community Water Service, Commercial Development (b) campsite - development cost charge from \$19.00 per square metre to \$9.50 per square metre of the gross area of the campsite; and Schedule "B" Community Sanitary Sewer System (b) campsite - development cost charge from \$34.00 per square metre to \$17.00 per square metre of land designated for the campsite; and

THAT Development Cost Charges Bylaw No. 960 receive second and third reading.

Respectfully submitted for your
consideration;



Debra Key
Corporate Officer**DIRECTOR OF FINANCE COMMENTS:**

I concur with the recommendation.



Dale Courtice
Director of Finance



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 960

A bylaw to impose Development Cost Charges

WHEREAS pursuant to Sections 933 and 934 of the *Local Government Act* Council may impose terms and conditions for Development Cost Charges.

AND WHEREAS the Development Cost Charges may be imposed for the purpose of providing funds to the Village to pay the Capital Costs of constructing, altering or expanding sewage, water, drainage and highways and for providing and improving parkland in order to serve, directly or indirectly the developments for which the charges are imposed.

AND WHEREAS a Development Cost Charge is not payable if a development cost charge has been previously paid for the same development, unless as a result of further development, new capital cost burdens will be imposed on the Village.

AND WHEREAS in imposing the development cost charges, Council has taken into consideration future land use patterns and development, the phasing of works and services, the provision and improvement of parkland and whether the charges:

1. Are excessive in relation to the capital cost of prevailing standards of service in the Village;
2. Will deter development;
3. Will discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land in the Village; or
4. Will discourage the development or redevelopment of commercial properties which would otherwise provide employment and economic diversity and stability in the community.

AND WHEREAS, the Village has not viewed its Development Cost Charge bylaw since 2000, and the new charges imposed by this bylaw are related to the capital costs of projects included in the Village's 10 year financial plan.

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

1. **CITATION**

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Development Cost Charges Bylaw No. 960, 2011".

2. **DEFINITIONS**

"Campsite" means an area within a campground or Recreational Vehicle park that is primarily designated for camping purposes including the use of Recreational Vehicle trailers and similar devices.

"Commercial Development" means a building or structure or land used or intended to be used for the carrying on of any business, including the sale and provision of goods, accommodations, entertainment, meals or services, but excludes institutional or residential development.

"Dwelling Unit" means a self contained residential unit including a cooking facility and consisting of one or more habitable rooms designed and used for the accommodation of one person or family.

"Gross Floor Area" means the combined area of all floors within a building, including any basement, cellar or crawlspace, measured to the inside surface of the exterior walls of the building, but excluding areas for parking, elevator shafts, stairwells, and heating and ventilating fixtures.

"Institutional Development" means a building or structure used or intended to be used only on a non-profit basis for cultural, recreational, social, religious, governmental, public hospital or educational purposes. Institutional will be charged the commercial rate.

"Multi-Family Residential Development" means a development for residential purposes, which results in more than one dwelling or sleeping unit on a single property and has an overall net minimum density of 25 units per hectare.

"Residential Subdivision" means a subdivision under the *Land Title Act* or the *Strata Property Act* which creates parcels for residential occupancy.

"Single Family Residential Development" means a development for residential purposes, which results in one dwelling or sleeping unit on a single property.

"Sleeping Unit" means one or more habitable rooms used for the lodging of a person or persons.

3. **DEVELOPMENT COST CHARGES**

- a. Every person who obtains approval of a residential subdivision or a building permit authorizing the construction alteration or extension of a building a structure shall pay at the time of the approval of the subdivision or the issuance of a building permit, as applicable, the relevant development cost charges as set out in Schedules "A" to "E" of this bylaw.
- b. Section 2.1 does not apply to those properties that are exempt from taxation and Section 220 (1) (h) or 224 (2) (f) of the *Community Charter*, or if the total value of the work authorized in the building permit is less than \$50,000 or another amount prescribed by the Minister of Community, Sport and Cultural Development.

4. **MULTIPLE USE**

When a building or structure is used or intended to be used for more than one class of development, charges under this bylaw shall be calculated separately for each class as though the area was a separate building and the amount payable shall be considered for all classes.

5. **EXCEPTIONS**

Regardless of Section 2, Development Cost Charges are not payable under this schedule within an area of land that is:

- a. Not serviced by a community water system; and
- b. Will not be provided with a community water system that will not serve the subdivision or development for which approval is sought.

6. **This bylaw will come into effect on October 1, 2011.**

7. **SCHEDULES**

- (a) Schedule "A" Development Cost Charges for Community Water Service
- (b) Schedule "B" Development Cost Charges for a Community Sanitary Sewer System
- (c) Schedule "C" Development Cost Charges for Highways
- (d) Schedule "D" Development Cost Charges for Community Drainage Services
- (e) Schedule "E" development Cost Charges for Parkland Acquisition and improvements

attached hereto and forming part of this bylaw.

8. **REPEAL**

(a) "The Village of Harrison Hot Springs Bylaw No. 506 and all amendments, 536, 744 and 763 thereto are hereby repealed in their entirety.

READINGS AND ADOPTION

READ A FIRST TIME THIS 6th DAY OF JANUARY, 2011

READ A SECOND TIME THIS DAY OF , 2011

READ A THIRD TIME THIS DAY OF , 2011

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS ____ DAY OF _____, 2011

ADOPTED THIS DAY OF , 2011

Mayor

Corporate Officer

Schedule "A"

Development Cost Charges for Community Water Service

1. Development Cost Charges are payable for community water services as follows:

Class of Property	Development Cost Charge
Residential Subdivision or Single Family Building Permit	\$6460/unit/parcel
Multi-Family Residential Development	\$4845/unit
Commercial Development (a) if a building or structure (b) if a campsite	\$19. Per square metre of gross floor area \$19. Per square metre of the gross area of the campsite

2. The assist factor for a community water system will be 5%.

Schedule "B"

Development Cost Charges for a Community Sanitary Sewer System

1. The development cost charges are payable for a community sanitary sewer services as follows:

Class of Property	Development Cost Charge
Residential Subdivision or Single Family Building Permit	\$5634/unit/parcel
Multi-Family Residential Dwelling	\$4226/unit
Commercial (a) if building or structure (b) if campsite	\$34/square metre of gross floor area \$34/square metre of land designated for the campsite

2. The assist factor for a community sanitary sewer system will be 5%.

Schedule "C"

Development Cost Charges for Highways

1. Development Cost Charges for Highways are payable as follows:

Class of Development	Development Cost Charge
Residential Subdivision or Single Family Building Permit	\$368/unit/parcel
Multi-Family Residential Dwelling	\$294/unit
Commercial	
(a) if building or structure	\$2/square metre of gross floor area
(b) if a campsite	\$0

2. The assist factor for a community highway service will be 5%.

Schedule "D"

Development Cost Charges for Community Drainage Service

1. Development Cost Charges are payable for community drainage services as follows:

Class of Development	Development Cost Charge
Residential Subdivision or Single Family Building Permit	\$1275/unit/parcel
Multi-Family Residential Dwelling	\$1020/unit
Commercial	
(a) if building or structure	\$6/square metre of gross floor area
(b) if campsite	\$0

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2. The assist factor for a community drainage services will be 5%.

Schedule "E"

Development Cost Charges for Parkland Acquisition and Improvements

1. Development Cost Charges are payable for parkland acquisition and improvements as follows:

Class of Property	Development Cost Charge
Residential Subdivision or Single Family Building Permit	\$5001/unit/parcel
Multi-Family Residential Dwelling	\$5001/unit
Commercial	
(a) if building or structure	\$0
(b) if campsite	\$0

2. The assist factor for a parkland acquisition and improvements will be 5%.

cao

From: cao
Sent: Friday, January 07, 2011 10:26 AM
To: 'Peter Kingma'
Cc: 'Sid Kingma'; 'Grant Sanborn'; jim@kingmabrothers.com; Mayor And Council; Debra Key
Subject: RE: Bylaw No. 960 DCC

Hi Peter

Thank you for your comments which will be shared with Council. Harrison's DCC Bylaw has not been reviewed since 2000. Civic Consultants were asked to review the Village infrastructure requirements over the next 10 years pursuant to the requirements of the Local Government Act which has led us to the numbers contained in the Bylaw. Parks was particularly challenging and a significant cost is associated with the potential development of your property in the East Sector and developing a new park to be complimentary to the wetland area. You can receive DCC credits for those projects contained in the DCC program. Specifically you may be eligible for credit in the East Sector. Again thank you for comments.

*Ted Tisdale
Chief Administrative Officer
Village of Harrison Hot Springs
PO Box 160, 495 Hot Springs Road
Harrison Hot Springs, BC V0M 1A3
Telephone: 604-796-2171
Fax: 604-796-2192
Email: ttisdale@harrisonhotsprings.ca
Website: www@harrisonhotsprings.ca*

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From: Peter Kingma [mailto:pkingma@shaw.ca]
Sent: Friday, January 07, 2011 10:04 AM
To: cao
Cc: 'Sid Kingma'; 'Grant Sanborn'; jim@kingmabrothers.com
Subject: RE: Bylaw No. 960 DCC

Hi Ted:

I've quickly read it and have a few early observations.

The increase seems quite steep. The rates are approaching Chilliwack's but Chilliwack got there through a series of incremental increases; not in one steep jump. I would recommend that type of approach. Also, Chilliwack has a lot more services to support and to attract a population such as swimming pools, ice arenas, libraries, hospital, Arts Centre etc.

We do consider DCC's when choosing when and where to build. For example, Abbotsford's are so high that we would not build there. New development in Abbotsford has slowed in my discussions with other developers, the high DCC's are a factor. We like to look at the DCC's as a percentage of the market value of properties. In the case of Harrison, and

without actually doing any calculations, I suspect it would be in the higher range. Other smaller cities and rural areas we work in have considerably lower rates than those proposed in Harrison, for example Prince George, Agassiz and Salmon Arm. These rates may have the effect of moving more of our activities to those communities since we already own zoned properties in these communities.

It appears that your rates for water, storm and sanitary are in line but a DCC for parks of over \$ 5000 seems extremely high. Park DCC's in themselves are unusual. Then there's an item requiring 5%. Is that the usual parkland dedication or cash in lieu that we deal with in most municipalities? In addition to the \$ 5000? If so, will we receive credit for all the green space that we are planning to make accessible to the public? I'd like to know more about how those charges would be applied in our case since it's a huge part of your DCC's.

That's all for now.

Thanks:

Pete Kingma

PS: I'm getting married tomorrow so will be on my Honeymoon until Feb. 7. Until then you can correspond with Sid and Grant and CC me.

From: cao [mailto:ttisdale@harrisonhotsprings.ca]

Sent: January 07, 2011 8:22 AM

To: Peter Kingma

Subject: FW: Bylaw No. 960 DCC

Good Morning

Here is the Villages new DCC Bylaw. It is proposed to come in to effect July 1, 2011. The SF DCC will be \$17738 and multi family at 15386. We would appreciate receiving your comments on the Villages new DCC Bylaw. Thank you

Ed Tisdale

Chief Administrative Officer

Village of Harrison Hot Springs

PO Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC V0M 1A3

Telephone: 604-796-2171

Fax: 604-796-2192

Email: ttisdale@harrisonhotsprings.ca

Website: www@harrisonhotsprings.ca

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From: Debra Key

Sent: Thursday, January 06, 2011 3:29 PM

To: cao

Subject: Bylaw No. 960 DCC

Debra Key

Corporate Officer

Village of Harrison Hot Springs

PO Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC VOM 1K0
Telephone: 604-796-2171
Fax: 604-796-2192
email: dkey@harrisonhotsprings.ca
www.harrisonhotsprings.ca

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No virus found in this message.

Checked by AVG - www.avg.com

Version: 10.0.1191 / Virus Database: 1435/3365 - Release Date: 01/07/11

cao

From: Cascia Developments [casciadevelopments@gmail.com]
Sent: Saturday, February 19, 2011 7:45 PM
To: cao
Subject: Re: New DCC Bylaw

Hi Ted,

To us these new DCCs are reasonable and we as developers support this new DCC Bylaw.

Thanks,
Regards,

Jessie Arora
Director
Cascia Developments

On Fri, Jan 7, 2011 at 8:25 AM, cao <ttisdale@harrisonhotsprings.ca> wrote:

Good Morning

Here is the Villages new DCC Bylaw. It is proposed to come in to effect July 1, 2011. The SF DCC will be ~17738 and multi family at 15386. We would appreciate receiving your comments on the Villages new DCC Bylaw. Thank you

117

Ted Tisdale

Chief Administrative Officer

Village of Harrison Hot Springs

PO Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC V0M 1A3

Telephone: 604-796-2171

Fax: 604-796-2192

Email: ttisdale@harrisonhotsprings.ca

Website: www@harrisonhotsprings.ca

**VILLAGE OF HARRISON HOT SPRINGS
ADVISORY PLANNING COMMISSION MEETING**

DATE: February 15, 2011
TIME: 2:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Leo Facio (Chair)
Lorne Lees (Deputy Chair)
Councillor, Allan Jackson
Alan Birtch
Marg Doman
Raymond Hooper
Ted Tisdale, Chief Administrative Officer
Brian Bignell

Recording Secretary, K. Burr

ABSENT:

Harvey Ruggles
Michael Rosen, Planning Consultant
Andre Isakov, CEDO

1. **CALL TO ORDER**

The Chair called the meeting to order at 2:00 p.m.

18

2. **LATE ITEMS**

3. **ADOPTION OF MINUTES**

☐ APC minutes of
November 16, 2010

Moved by Marg Doman
Seconded by Alan Birtch

THAT the minutes of the Advisory Planning Commission meeting of
November 16, 2010 be adopted.

CARRIED

4. **DELEGATIONS/PETITIONS**

None

5. **CHAIRPERSON REPORT**

None

6. **ITEMS FOR DISCUSSION**

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
FEBRUARY 15, 2011
PAGE (2)**

☐ DCC Bylaw

The CAO provided a brief overview on the process of DCC's. Discussion went around the table about the projects that are in the planning stages.

Moved by Lorne Lees
Seconded by Alan Birtch

THAT the Advisory Planning Commission support the draft DCC Bylaw.

CARRIED

The next meeting will be held on March 15, 2011.

7.

ADJOURNMENT

Moved by Alan Birtch
Seconded by Marg Doman

THAT the meeting be adjourned at 2:39 p.m.

CARRIED

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Leo Facio
Chair

Krystal Burr
Recording Secretary

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ECONOMIC DEVELOPMENT COMMISSION**

DATE: January 19, 2011
TIME: 9:00 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE Robert Reyerse, Chair
Danny Crowell, Deputy Chair
Andre Isakov, CEDO
Stephanie Key
Ted Tisdale, CAO
Karl Dopf
Kim Edmonson
Phyllis Stenson
Ken Becotte, Mayor
Dave Kenyon, Councillor

Recording Secretary, C. Richardson

ABSENT: Frank Peters

1. CALL TO ORDER

The Chair called the meeting to order at 9:04 am.

2. LATE ITEMS

Hemlock Valley Master Plan

3. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
of November 18,
2010

Moved by Karl Dopf
Seconded by Stephanie Key

THAT the minutes of the Economic Development Commission meeting of
November 18, 2010 be adopted.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

None

5. DELEGATIONS/PETITIONS

None

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING**

January 19, 2011

PAGE (2)

6. ITEMS FOR DISCUSSION

☐ DCC's

CAO Ted Tisdale provided for the Commission a review of the process for developing DCC's. A fee breakdown for Council's consideration was also provided. The Commission is asked to review the proposed new DCC bylaw and provide comments to staff. Various other municipalities DCC's were discussed.

Moved by Karl Dopf

Seconded by Stephanie Key

THAT the DCC bylaw presented is recommended to Council as accepted by the EDC.

CARRIED

**☐ Event
Planning/Sand
Castle Update**

Feedback from the working group for the proposed new sandcastle competition presentation last week is expected shortly. A summary of the proposal indicated a much smaller event than in the past, with approximately 20 sculptures involved, 5 days of building and 3 days of display. It was noted that the proposed expenses looked realistic. There was discussion of who would be the "Owner" of this event as well as seed money. A copy of the business plan will be distributed by the Chair. RMI funding was discussed. It was stated that revenue potential and spin off revenue should be included in the business plan for Council's review. Other projects discussed included Bikers for Burns, Dragon Boat Festival and Quilting Bee.

121

Moved by Danny Crowell

Seconded by Karl Dopf

THAT Council reviews a report from the EDC working group for a sand sculpture competition and expedites the request for funding.

CARRIED

☐ Film Tour

CEDO updated the EDC on the Film Tour that was in the Village. It was noted that the tour was a success despite the weather. Eight scouts and well as the film liaison from Mission were in attendance. All scouts were very impressed with the area and quite a bit of interest was generated. CEDO thanked the Chamber, the Resort and the Sports Fishing group who helped to make the tour a success. Stephanie Key also noted that the Village representatives learned a great deal of information from the scouts regarding the film industry. CEDO will following up with attendees in the next few weeks.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING**

January 19, 2011

PAGE (3)

**☐ Branding
Update**

CEDO noted that the EDC will be leading the charge on the branding exercise which begins after the meeting.

**☐ Hemlock
Valley Master
Plan**

CEDO informed the EDC that a staff report was prepared for Council regarding the Hemlock Valley Master Plan. CEDO reviewed the report for the Commission. It was noted that the Ministry has contacted the Community for input. A letter was sent to the Ministry regarding the concerns of the Village regarding various areas of impact for the Village with this development. It was noted that the potential development on the west side of the lake could potentially have the most impact on Harrison.

Mayor Becotte addressed an article in the Province today regarding property taxes on First Nations land. A demand of services can be an issue of the future and it was suggested that development in the area should be an item of awareness for the Village.

7.

ADJOURNMENT

Moved by Karl Dopf

Seconded by Stephanie Key

THAT the meeting be adjourned.

CARRIED

Robert Reyerse
Chairman

Cindy Richardson
Recording Secretary

**VILLAGE OF HARRISON HOT SPRINGS
PARKS AND RECREATION COMMISSION MEETING**

DATE: Tuesday, January 25, 2011
TIME: 10:00 a.m.
PLACE: Council Chambers

IN ATTENDANCE:

Ed Stenson, Chair
Andre Isakov, CEDO
Janne Perrin
Ken Becotte, Mayor
Teresa Baxter
Ted Tisdale, Interim CAO
Donna Cooney
Delphine Gornall
Recording Secretary, K. Burr

ABSENT:

Ken Burningham
Ruth Altendorf
Dave Harris, Councillor

1. **CALL TO ORDER**

The Chair called the meeting to order at 10:08 a.m.

123

2. **LATE ITEMS**

- a) Project Opportunities for Experience the Fraser
- b) Pitch in BC
- c) Terms of Reference

3. **ADOPTION OF MINUTES**

☐ Adoption of
November 30, 2010
Minutes

Moved by Donna Cooney
Seconded by Jane Perrin

THAT the minutes of the November 30, 2010, Parks and Recreation Commission meeting be adopted.

CARRIED

Errors and Omission

Item 2 should read the Bear Awareness People would like to meet with the Fraser Valley Regional District Environment Committee.

4. **BUSINESS ARISING FROM THE MINUTES**

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
January 25, 2011
PAGE (2)

5. DELEGATIONS/PETITIONS

☐ Lillian Martin –
East Sector Lands

The Chair introduced Lillian Martin and thanked her for giving a power point presentation on the East Sector Lands.

There are many endangered species seen in the East Sector lands and protecting their habitat is a must. Lillian asked that the Parks and Recreation Commission recommend to Council to form another commission to look closer at protecting the East Sector Lands. It was noted that the Parks and Recreation Commission is looking into the topic of the East Sector Lands.

It was noted that the major threat to this area is from the possibility of logging. It was noted that the First Nations has put together a 5 year forest harvest plan. Although there is a map reserve for parks and trails in that area, it does not prevent logging taking place.

It was noted that the topic of the East Sector will be one of the items discussed at the Mayor's Forum to allow for the public to be kept informed.

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6. CORRESPONDENCE

None

ITEMS FOR DISCUSSION

7.

☐ Chorfest

Seniors chorfest is in the planning stages. Registration has begun.

☐ DCCs Bylaw

Andre described the DCC Bylaw process. There is a significant increase to our DCC's but this is the result since they have not increased in numerous years. It was mentioned that any new projects for Parklands should meet with the smart growth surface terms.

Moved by Delphine Gornall
Seconded by Donna Cooney

THAT Council move forward with the DCC Bylaw.

CARRIED

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
January 25, 2011
PAGE (3)

☐ Tree Bylaw

It was noted that the information in section 5 IV) should be increased to a larger number to allow for regular pruning of trees. The definition of "distinct trees" should be reworked to lower the diameters. It was noted that no qualified person would allow for topping of trees. It was noted that a pamphlet should be made to allow for easily understood information for residents.

Moved by Jane Perrin
Seconded by Donna Cooney

THAT the comments be referred to staff for their consideration.

CARRIED

☐ Memorial Hall

The renovations have been finished. There are a still few minor details. The painting will not be completed until Spring when the weather is better.

February 3, 2011 is the official grand opening. A ribbon cutting will be at 2:00 p.m.

☐ Parks & Trails
Master Plan

CEDO is starting to work on the Parks and Trail Master plan. He is intending to bring a draft to the next meeting. All of the reports that have been brought to the Commission in the last two years will be forwarded to Andre for his reference. It was mentioned that natural materials should be used on pathways.

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☐ Project
Opportunities for
Experience the
Fraser

CEDO provided a list of projects that have been brought forward by FVRD for the Kent/ Harrison area. It was noted that the overall trail network connecting Agassiz and Harrison was one of the most important projects of this area.

☐ Pitch in BC

Moved by Delphine Gornall
Seconded by Donna Cooney

THAT it be recommended to Council that the Village participates in the Pitch in BC this year.

CARRIED

☐ Terms of Reference

In the terms of reference the Commission is allowed to have 9 members, a member of the public would like to sit on the Commission and the Mayor noted that he will be in contact with him.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
January 25, 2011
PAGE (4)

8.

☐Adjournment

ADJOURNMENT

Moved by Donna Cooney

Seconded by Delphine Gornall

THAT the meeting be adjourned at 12:05.

CARRIED

Ed Stenson (Chair)

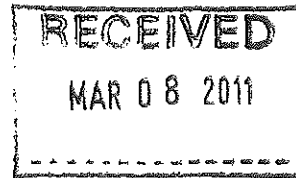
Krystal Burr
(Recording Secretary)

John Allen

398 Hot Springs Road, Box 201

Harrison VOM 1K0

Mayor & Council
Village of Harrison
PO Box 160, VOM 1K0



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ITEMS A - REQ. ACTION	
B - INFO. W/RESP.	
C - INFO ONLY	

8th March 2011

Bylaw 960 Sewer System DCCs

Dear Sirs,

I have read the Civic Consultants report of Feb 16th which purports to set out an orderly plan and budget for the sanitary sewer system in Harrison. That would be the proper role for a bylaw such as this but propriety has taken a holiday in this case. Bylaw 960 has little connection to Harrison's OCP or the needs of the wider community. Instead, it appears to be a plan to facilitate the development of properties which lie outside the designated development areas identified in the OCP or perhaps to facilitate additional density which is not in the current OCP or DCC calculations.

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The sewer component of this bylaw seems to be the most blatant in pushing for the Kingma Harrison Horizons project which is intended to convert Harrison's green spaces into high-density developments. The Civic Consultants report of Feb 16th is quite clear in identifying the "lands proposed for development on the East side of McCombs" as the beneficiary of the proposed works. It states that the sewage collections system (pipes and pumps) and the treatment plant itself will all need to be upgraded to handle the additional capacity required by the Harrison Horizons project. The cost of this is estimated at \$3,525,491.25. There is no mention of the needs of the rest of the community so it seems that this bylaw is only about Harrison Horizons.

I believe that this is an abuse of the DCC system. DCC s are used to collect capital contributions from properties already in the sewered area and already

identified in the OCP as suitable for development. The green space areas outside the OCP-designated development areas are not supposed to be developed and no plans have been made to service such developments. In effect, the DCC bylaw applies only to OCP-approved lands. When a developer comes along and wants to expand the OCP-designated development land base, that is a major game-changer. He should not be allowed to use the capacity which has been provided in the system to service existing development land. If the planning is correct, there is a proper balance between the planned supply and the planned demand. When some new project like Harrison Horizons clambers aboard, the system becomes unbalanced, unstable and overloaded.

Harrison's existing infrastructure plans and DCC bylaws can handle the existing OCP land base. Bringing on the Harrison Horizons lands should not be considered as part of a normal DCC process. It is a whole new area and it should be considered as a special case. I would suggest that all of the cost of the sewer upgrade should be collected from Kingma in advance of approval of any OCP or zoning bylaw. I believe that the sewer service area bylaw provides for the Village to be able to collect this sum from the developer as a condition of expanding the sewer collection area. Perhaps this method could be used instead of hijacking our DCC bylaw. The DCC bylaw might still need to be revisited afterwards so that the extra capacity is confirmed to ensure that others are not paying for Kingma's project. The same collection method might be applied to water service which has a bylaw based on a specified geographic area.

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I and others have been paying into the sewer capital fund for many years through our sewer frontage taxes. That money is supposed to be dedicated to the provision of sewer service to our properties in the future. It is not supposed to provide a free ride to latecomers who wish to enjoy all the benefits of sewer without having made any contribution through sewer frontage tax. They need to pay a significant latecomer charge and this needs to be collected at the time of redesignation and rezoning. Similarly, properties within the sewered area which receive a significant density bonus, such as the 10-storey condo on Esplanade, need to make a big latecomer contribution on top of DCCs.

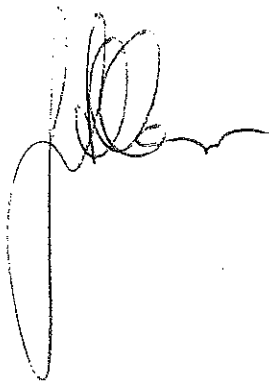
I also strongly object to the Village using Civic Consultants, Kingma's engineers, on this project. The blatant conflict of interest should be obvious to anyone with even a slight appreciation of ethics. Because they are operating in a conflict of interest, their designs and calculations are not credible. Can you tell me if they have any connection with the current work being carried out on our treatment plant? I would also be interested in knowing if the current work on the sewer plant is in any way related to the proposed Harrison Horizons scheme.

One unattractive explanation for the above situation might be as follows :- Harrison council has told Kingma to re-write the DCC bylaw so that it meets his needs to service his Harrison Horizons scheme. Kingma's engineer has done so, ignoring the OCP and the need for the Kingma DCC bylaw to bear any relationship to it. The Village has not hired an independent engineer to review the infrastructure needs of the village as a whole, so the rest of the community is ignored. The Village has started illegally spending public money on the treatment plant upgrade to accommodate Harrison Horizons, even though this is not in compliance with the OCP. The expanded water storage reservoir was a similar illegal expenditure to accommodate the needs of private developers.

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Though the above scenario is largely speculation on my part, could you please advise me if it is correct? If not, do you have any other explanation for this proposed DCC bylaw which is not based on the OCP which is supposed to form the basis for infrastructure planning ?

Yours,

A handwritten signature in black ink, appearing to be 'J. Allen', with a long, sweeping horizontal stroke extending to the right.

J. Allen

Mayor & Council
Village of Harrison
PO Box 160, V0M 1K0

Bylaw 960 Drainage DCCs

Dear Sirs,

I have read the scant information provided to support the proposed DCC bylaw and find, again, that it is not based on the rule of law. The rule of law says that the Village's plans for such infrastructure must be identified, prioritised and specified within the OCP. The drainage plan which is laid out in the report of Civic Consultants dated Feb 16th 2011 has no resemblance to the long-standing drainage plans of Harrison Village.

The Civic plan completely ignores the problematic South and West areas of the village and focuses on the “east side of McCombs”, the area within which Kingma’s Harrison Horizons scheme is planned. There are no drainage problems in that area. The Civic report goes on to state that “ Without this, the developments would require the upgrade of the complete existing drainage system throughout Harrison”.

Excuse me for stating the obvious but “the upgrade of the complete existing drainage system throughout Harrison” is precisely what is supposed to be achieved through a proper OCP and DCC program of drainage works.

What Civic Consultants have presented is a quick and dirty, isolated drainage scheme which completely ignores the natural drainage patterns, established drainage works and established environmental considerations, replacing these with a highly-questionable second outfall to Harrison lake. This hare-brained scheme involves reversing the flow in the Mount St. ditch and making water climb over a 100 ft cliff to get to the lake. Someone needs to tell Civic that

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March 2011

port the proposed DCC

the Law of Gravity, at least, prevails in Harrison, even if all other laws are routinely violated by the current Village regime .

The sole purpose of this scheme appears to be the diversion of water from the Harrison Horizons site, the elimination of flows and connection to the Meama River and the closure of the Tall Grass Ditch. This ditch is probably being eliminated as it lies, inconveniently, in the middle of Harrison Horizons and may cut into profits for Kingma. As a tributary of the Meama River, it probably carries with it the 30m riparian setbacks on each side related to the Salish Sucker. This could eat up a lot of development land. This is another prime example of this bylaw being written for the benefit of Kingma at the expense of the rest of Harrison.

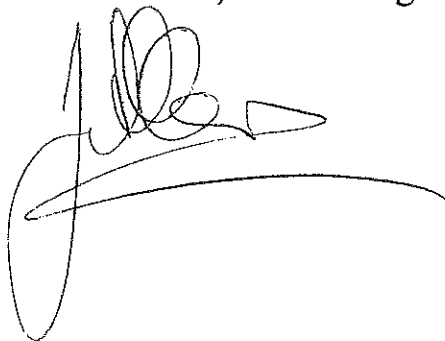
I agree with Civic when they state that “the developments would require the upgrade of the complete existing drainage system throughout Harrison”. That being the case, Kingma should be paying for all such drainage improvements as part of his approval process and these cost should not be downloaded to others via the DCC process. He is creating the need for the enhanced drainage system so he, alone, should be paying for it.

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I really don't know how Civic Consultants can claim this as a drainage plan for Harrison or can argue that it has anything to do with the community as a whole. It is simply a hijacking of the DCC process to serve the greed of one land speculator.

This drainage scheme is a travesty. Throw out bylaw 960 and find an engineer who will work for Harrison, not for Kingma.

Yours,

A handwritten signature in black ink, appearing to be 'John Allen', with a large, sweeping horizontal stroke underneath the main signature.

John Allen

John Allen

398 Hot Springs Road, Box 201

Harrison V0M 1K0

Mayor & Council

Village of Harrison

PO Box 160, V0M 1K0

7th March 2011

Bylaw 960 & Confusing Changes in DCCs

Dear Sirs,

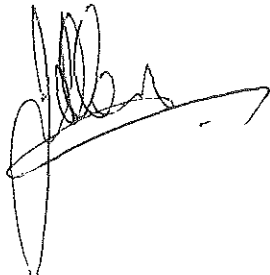
The information package provide with this bylaw was incomplete. It did not include a direct comparison with the existing DCC charges, as one might expect when such costs are being reviewed.

The existing DCC bylaw (#763) contains a schedule which summarises all DCCs and shows the total DCC cost for each Land-Use and Service category. If council wanted to be open about the new charges, they would have provided a new schedule comparing #763 directly with #960 and explaining the differences.

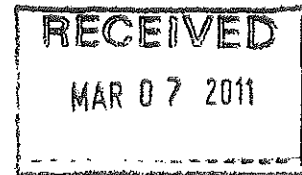
For instance, commercial incurs \$64.88 in DCC's at time of issuing building Permits under #763. With bylaw #960, one has to add up \$19 per metre for water and \$34 per metre for Sewer, \$2 for highways\$6 for drainage. There is nothing required for parkland, even though hotels will generate a lot of demand for parks and open space. That adds up to \$61, an unexplained 8% drop , despite the fact that inflation would dictate a COLA type increase in costs of providing these services, no explanation is offered for this strange situation. I hope this isn't a temporary reduction in DCCs to increase the profits of some currently-active developer, only to have them restored when he's made his money and left town.

Bylaw 960 should have a single-sheet summary showing all the charges, all the categories and the totals for each. There should also be a plausible explanation for the origins of these charges instead of the Civic Consultants report of Feb 16th which does not provide justification for the charges or explain the apportionment of costs.

Yours,



John Allen



3150-01 MAR 08 2011

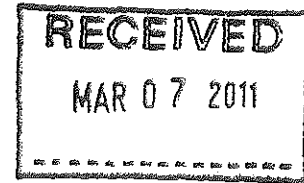
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(ITEMS: A - REQ. ACTION B - INFO - C - INFO ONLY)	

John Allen

398 Hot Springs Road, Box 201

Harrison V0M 1K0



Mayor & Council
Village of Harrison

PO Box 160, V0M 1K0

6th March 2011

Bylaw 960 Water Charges Unfair

Dear Sirs ,

I have a number of concerns about the DCCs for water contained in bylaw 960. (I am quite familiar with Harrison's water system as I was the mayor in 1983 when the original system was built. I have also been involved in Harrison's DCCs for over 30 years as mayor and councillor.) It is not clear from the bylaw how these proposed charges will be applied to the development projects which have require the construction of a new reservoir adjacent to the existing reservoir.

[I would like to remind council that, when I applied for a water connection some years ago, I was told that there was not sufficient capacity to provide me with water and, to justify this refusal, a moratorium was placed on all connections and on all buildings. This despite the fact that I have been in the designated water service area and had been paying water frontage charges for many years. Strangely, other properties, (including Juneau's new house which was outside the water service area and even outside the municipal boundary) were given water and I'm still waiting for my connection. Even when the water pipes were exposed at my driveway as part of the Meama bridge project, the Village did not bother to make the simple spur connection which I have paid for.]

We, the general public, were told that approval of the new 10-storey condo project on Esplanade was necessary because that project was going to be paying for the new reservoir and this was the only way to achieve the extra capacity. I have seen no evidence that this has actually happened so I suspect that it was just another phoney promise being made to placate an angry public but with no real intention to follow through with it and collect that money. Council similarly approved the (illegal) five-story Lakehill Villas condo project with the assurance

that the developer would be paying for the extra water capacity required. Again, I have seen no evidence of this money being collected. Now we have Kingma developing in Harrison again and I suspect more shenanigans.

The community's infrastructure, including water supply, has been designed to supply the capacity of all designated land available for development. The land designations which determine the density and future water demand are contained in the OCP. It's quite a simple calculation which has been the standard practice for many years, even in Harrison which is noted for inconsistent administration. Add up the density and capacity of all your designated land, figure out the water supply needed and design a system which will grow to supply it. Harrison's OCP is very clear on which land is designated for future development and our water, sewer and roads planning has been based on this for many years. Those of us living and paying taxes and charges within the law (zoning OCP, water area etc) have been paying annually so that the operating costs are covered and money is put aside to provide for future capital expenditures. The plan works well as long as we stick to the OCP, which is the basis for these calculations and budgets.

A major problem occurs when the OCP is changed to allow for new development on land which was not designated for development or to dramatically increase density beyond the OCP designation. There is no provision for that new capacity to be serviced by the current water system or the planned increases in the storage or distribution. It is an additional load on the system which needs to be provided for. The current users and land owners are happily looking after their system and are paying for it as they go along. Then a new development comes along and wants to climb aboard the system, creating an overload situation and significant new costs.

In most planning regimes, the OCP is only reviewed and revisited every five to ten years. This timeline is contained in the legislation to ensure that there is some stability in the land-use patterns. Developers who show up with grandiose schemes to turn a quick profit by upgrading cheap, marginal land to high density (eg green space to condos) are told to wait until the next review when the proposal can be considered in the context of an overall plan review. If that review increases density in the community, the DCCs can be reviewed at that time. This council

and the last one seems to have no respect for rational planning or the interests of Harrison residents when some developer blows in with a new scheme .There seems to be no connection made in Harrison between density increases granted to council's developer friends and the effect this has on infrastructure planning. There should be, if the general public's interest were being considered. .

The current users have nothing to gain by this and, in fact, have much to lose. Unless these new costs are clearly identified and covered by the benefitting party, (the developer), the current users will end up paying for the new facilities required to service the developer's project. Traditionally, the costs of the water system are spread out among all the users and the current bylaws dictate that everyone must pay, even people like me who don't actually have any water service, must pay into the system. If someone wants to build a home or carry out a new development within the OCP-designated area, the DCC bylaw is supposed to collect from that development a sum of money which represents a "late buy in" by which they can contribute to the capital cost of the system. The DCC charges are based on the current OCP, the current design capacity of the system and projected costs of providing water to the OCP-designated development lands.

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A major departure from normal occurs when a developer wants to change the OCP and bring onboard new lands which are not currently designated for development. Large areas of woodland, for instance, which has always been designated as green space. Those lands are not and have not been included in any planning for development as they have always been shown as having zero capacity for development. No provision has been made to supply them with water at any time in the future. There is no capacity provided for them. Nothing in the current DCC bylaws is designed to include them in the water system. In fact, if they were to be treated as OCP-designated development land, the current users would end up paying for the new development's water capacity as they would be smuggled aboard without increasing overall capacity.

So, it is clear that the current water system and its budgets and bylaws are based on the lands designated in the current OCP. If the administration is doing its job correctly, the system is in balance and the capacity (supply) matches the designated land (demand). The problem arises when the OCP is tinkered with

and new demand is added by the redesignation of green space to development land or the dramatic increase of density, such as that which happens when you change a 4-storey hotel site to a 10-storey condo site. The current bylaws and DCCs are not designed to handle this type of density addition. The current DCCs are based on the need to providing water only to those properties within the OCP –designated development area which determines the design capacity of the village. There is no system currently in place to ensure that this additional capacity is paid for by the developers who are benefitting from the existing water system.

What is needed is a provision which ensures that any new additions to the water system which are needed to provide for demands created by new developments outside the current OCP limits are paid for by the developer. The proposed bylaw 960 does not do this. It simply treats all development the same, as if these new development have been part of the system for a long time and have been paying their way all along. They have not.

There are clearly two tiers which need to be recognised.

1. The first tier is the lands which are within the Current OCP and which have been recognised as such and planned for in the water system plans and the prevailing DCC charges.
2. The second tier is all those lands which are newly-designated (or density enhanced) and which create new, un-provided for demands for water.

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These late-comer lands need a whole new plan which recognises that no provision has been made for them in Village finances and that there is no capacity for them in the current water system. The new capacity which they require can be provided for but it must not be done at the expense of the current users or the land owners in the designated water service area. New bylaws are required to ensure that the developers of such late-comer projects (such as Harrison Horizons and the 10-storey condo) are paying for the additional costs created by their projects. This might require a separate DCC bylaw or a major amendment to our existing DCC bylaw. It might even be done by changes to the bylaw which geographically defines the water service area so that latecomer lands are not included until they pay the late-comer charges. The Village should collect at the time of OCP change.

Bylaw 960 fails to recognise the distinction between existing currently-OCP-designated development land and newly-added development land. It simply treats the newly-added lands as if they had been paying all along. This is grossly unfair to all of us who have been in the system for many years and are now faced with the prospect of paying for free-loaders imposed upon us by the Village.

I would be very interested in knowing whether the developers of the 10-storey condo at the Springs Cafe site actually paid for the new reservoir as we were promised they would. Too often in Harrison, the public and even the council members have been made such promises at the time of rezoning only to find that “mistakes” were made subsequently and the community did not collect on the promises. Invariably, these “mistakes” always benefit the developer, not the community. Just look at the “hotel” at Maple and Esplanade.

Bylaw 960 is fundamentally flawed as it fails to recognise that changes to the OCP land designations or density which add new development capacity to the village also add new costs which need to be paid for by the parties benefitting, ie the developers. The bylaw does not meet the test of fairness and equity as it loads these additional costs on existing water users by including these latecomers as if they were entitled to water service, which they are not. Only a two-tier system of DCCs can correct this.

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I am also highly suspicious that the whole bylaw is designed to minimise Kingma’s cost of development in Harrison by treating his Harrison Horizons plans as if they were the new OCP for the community. To have Kingma’s engineer, Civic Consultants, involved in any way with the preparation of this bylaw is just plain wrong, as I will tell you in a separate letter. Throw it out and start over.

While this letter focuses on the water component of bylaw 960, I have similar concerns about sewer, roads, parkland and drainage. All those plans seem to be based on the assumption that planning in Harrison has been turned over to Kingma to do whatever wants with us and to us. Maybe be it has.

Yours,

John Allen

Cc Minister of Communities, Victoria. Barry Penner, MLA , Observer, APC

Debra Key

From: Keiko Norisue [keiko@new-c.com]
Sent: Wednesday, March 09, 2011 1:09 PM
To: Debra Key
Subject: Draft Development Cost Charges Bylaw

Dear Mayor and Council,

We have been requested by Mr. and Mrs. Sakaguchi of 637 Pine Ave. to market their 8.5 acres of land to developers. Your proposed bylaw will definitely hurt our marketing effort of the land. The parcel of land they own is probably the largest in the area, and it will unfairly affect them at this time. Please do not pass this bylaw for now or for near future.

Sincerely yours,

Keiko Norisue
New Century Real Estate Ltd.
400-535 Howe Street, Vancouver
B.C. V6C 2Z4



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 8, 2011
FROM: Debra Key, Corporate Officer **FILE:** 3900
SUBJECT: Bylaw No. 965 Building Regulation and Bylaw No. 967 Water Regulation

ISSUE:

Bylaw Nos. 965 and 967 to receive three readings.

BACKGROUND:

Over the past few months, staff has been reviewing existing bylaws in an effort to update some that are old and in need of housekeeping. One of the goals is to reintroduce any applicable fees relating to the bylaw back into a new bylaw to eliminate the need to have a separate Fee Schedule Bylaw. It is hoped that eventually only items that are administrative in nature and not regulated by bylaw, will be covered under a Miscellaneous Fee Bylaw.

A recommendation made at a Bylaw and Policy Review Committee meeting was to prohibit the installation of new wood burning or other solid fuel burning fireplaces, stoves or similar devices. This has been incorporated into the Building Regulation Bylaw for Council's consideration.

RECOMMENDATION:

THAT Bylaw No. 965 Building Regulation bylaw be received for first, second and third reading; and

THAT Bylaw No. 967 Water Regulation bylaw be received for first, second and third reading.

Respectfully submitted for your
consideration;



Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.



Dale Courtice
Director of Finance



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 965

A Bylaw for the Administration and Enforcement of the Building Code

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to govern standards in respect of the construction, alteration, repair and demolition of buildings and structures in the Village of Harrison Hot Springs.

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

CITATION

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Building Regulation Bylaw No. 965, 2011".

PART 1

INTERPRETATION

1. *In this Bylaw the following words and terms have the meanings set out in Division A – Sub-Section 1.4.1 of the British Columbia Building Code:*

"assembly", "building", "building area", "building height", "business and personal services occupancy", "care or detention occupancy", "constructor", "coordinating registered professional", "designer", "excavation", "field review", "firewall", "high hazard industrial occupancy", "industrial occupancy", "major occupancy", "mercantile occupancy", occupancy, "owner", "private sewage disposal system", "registered professional", "residential occupancy" or "unsafe condition".

2. In this Bylaw:

"accepted" means reviewed by the chief building official under the applicable provisions of the Building Code and this Bylaw;

"addition" means an alteration to any building which will increase the total aggregate floor area or the building height (in storeys), and includes the provision of two or more separate buildings with openings between each other for intercommunication;

"agent" includes a person, firm or corporation representing the owner, by written designation or contract, and also includes a hired tradesperson or constructor who may be granted permits for work within the limitations of his or her licence;

“alteration” means a change, repair or modification of the construction or arrangement of any building or structure, or to an occupancy regulated by this Bylaw;

“Building Code” means the British Columbia Building Code 2006 as adopted by the Minister responsible under provincial legislation, as amended or re-enacted from time to time;

“building official” includes building inspectors, plan checkers and plumbing inspectors designated or appointed by the Village;

“Bylaw Enforcement Officer” means the person appointed by Council to that position or his designate approved by Council.

“chief building official” means the person designated in or appointed to that position by the Village, and any person named by Council to act in place of the chief building official;

“complex building” means:

- (1) a building used for major occupancies classified as:
 - (a) assembly occupancies, or
 - (b) care or detention occupancies,
- (2) building exceeding 600 square metres in building area or exceeding three storeys in building height used for major occupancies classified as:
 - (a) residential occupancies,
 - (b) business and personal services occupancies,
 - (c) mercantile occupancies, or

“construction” includes build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, excavate or shore;

“designer” means the person responsible for design and, unless the requirement is waived under an enforcement policy of the Council, if required under this Bylaw or the Building Code must be an architect or professional engineer registered and licensed as such under the laws of British Columbia;

“existing, in respect of building” means that portion of a building constructed prior to the submission of a permit application required under this Bylaw;

“manufactured home” means a *structure* containing one *dwelling* whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried; does not include, campers, travel or tourist trailers or other vehicles exempt from the provisions of the *Manufactured Home Act* or its regulations.

“multi-family residential” describes a building containing more than one residential occupancy, where each residential occupancy does not have more than one stove or other cooking facility;

“owner” includes the agent of the owner;

“permit” means permission or authorization in writing by the chief building official to perform work regulated by this Bylaw and, in the case of occupancy permit, to occupy a building or part of a building;

“pool” means a structure or constructed depression used or intended to be used for swimming, bathing, wading or diving which is designed to contain water and has a depth exceeding 0.5 m;

“professional design” means the plans and supporting documents bearing the date, seal or stamp, and signature of a registered professional;

“project” means any construction operation;

“protection” describes an enactment made for the health, safety and protection of persons and property;

“retaining wall” means a wall, or a series of walls, constructed for the purpose of supporting or confining earth, water or other material and restraining it from moving:

- (1) if the wall exceeds 1.22 m in height above the lesser of natural or finished grade;
- (2) in the case of a series of walls, if any of the walls extend above a line commencing 1.22 m above the lesser of natural or finished grade at the base of any of the walls and projected at an angle of one linear unit vertically to one unit horizontally;

“simple building” means a building of three storeys or less in building height, having a building area not exceeding 600 square metres and used for major occupancies classified as:

- (1) residential occupancies,
- (2) business and personal services occupancies,
- (3) mercantile occupancies

“structure” means a construction or portion thereof, of any kind, whether fixed to, supported by or sunk into land or water, except landscaping, fences, paving and retaining structures greater than 1.22 metres in height;

“value of the work” means that amount that is calculated as follows:

- (1) for construction of a building containing a residential occupancy that is served by only one stove, or two stoves if permitted as an auxiliary and secondary residential occupancy, the greater of:
 - (2) the declared value of the work, or
 - (3) the value calculated using Schedule B; or
- (4) for all other construction, the greater of:
 - (5) the declared value of the work, or
 - (6) the value calculated using a method stipulated in the “Marshall Valuation Service”.

“Village” means the Village of Harrison Hot Springs.

“Wharf” means a structure built alongside or out into the water as a landing place for boats and ships, sometimes with a protective covering or enclosure

3. Definitions of words and phrases used in this Bylaw that are not included in the definitions in this Part have the meanings commonly assigned to them in the context in which they are used in this Bylaw, taking into account the specialized use of terms with the various trades and professions to which the terminology applies.

ADMINISTRATIVE DIRECTIONS

4. Words defining the authority of the chief building official are to be construed as internal administrative directions and not as creating a duty.

ABBREVIATIONS

5. The abbreviations of words and phrases in this Bylaw shall have the meanings assigned to them by the Building Code.

PART 2

PURPOSE OF BYLAW

6. Despite any other provision in this Bylaw, this Bylaw is to be interpreted in accordance with this Part.
7. This Bylaw is enacted for the purpose of regulating construction in the Village in the general public interest.
8. The activities undertaken by or on behalf of the Village under this Bylaw are for the sole purpose of providing a limited and interim spot checking.
9. The purpose of this Bylaw does not extend to:
 - (1) the protection of owners, owner/builders or constructors from economic loss;
 - (2) the assumption by the Village or any building official of any responsibility for ensuring the compliance by any owner, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of this Bylaw or any other applicable codes or standards;
 - (3) providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this Bylaw;
 - (4) providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Village is free from latent, or any, defects.

PART 3

APPLICATION

10. This Bylaw applies to the geographical area of the Village of Harrison Hot Springs and to land, the surface of water, air space, buildings and structures in the Village.
11. This Bylaw applies to the design, construction and occupancy of new buildings and structures, and the alteration, reconstruction, demolition, removal, relocation and occupancy of existing buildings and structures.
12. Builders and developers are encouraged to employ "green building technology" in their development/building.

EXEMPTIONS

13. This Bylaw does not apply to:
 - (1) a fence permitted to be constructed under the Village's Zoning Bylaw, in force from time to time;
 - (2) an accessory building with a floor area less than 15 square metres, a trellis, an arbour, a wall supporting soil less than 1.22 m in height, and other such landscape features under the Village's Zoning Bylaw, in force from time to time, if the building or structure complies with the siting requirements of the Zoning Bylaw;
 - (3) non-structural repair and maintenance of lawfully conforming structures or a value of construction of less than \$2,500 pursuant to the requirements of the Village's Zoning Bylaw, in force from time to time;
 - (4) a building or structure exempted by Part 1 of the Building Code except as provided in this Bylaw;
 - (5) public works located on a highway or within an easement or statutory right of way;
 - (6) mechanical or other equipment and appliances not regulated under this Bylaw or the Building Code;
 - (7) Wharves

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LIMITED APPLICATION TO EXISTING BUILDINGS

14. Except as provided in the Building Code, when an existing building has been constructed before the enactment of this Bylaw, the enactment of this Bylaw is not to be interpreted as requiring that the building must be reconstructed or altered, unless it is by this or another bylaw, regulation or statute expressly so provided.
15. This Bylaw applies if the whole or any part of an existing building is moved either within or into the Village, including relocation relative to parcel lines created by subdivision or consolidation.

16. If an existing building or a structure is damaged by fire, decay, storm, earthquake or otherwise to an extent greater than 75 percent of its assessed value as of the date of the damage above its foundations, this Bylaw, the Building Code and the British Columbia Fire Code Regulation apply to the work necessary to reconstruct damaged portions of the building or structure and to correct any contraventions of these codes in the remainder of the building or structure.
17. If an alteration is made to an existing building the alteration must comply with this Bylaw and the Building Code;

PART 4 POWERS, ROLES AND RESPONSIBILITIES

ADMINISTRATION OF BYLAW

18. The chief building official may keep records of applications received, permits and orders issued, inspections and tests, and retain copies of papers and documents connected with the administration of this Bylaw.

REFUSAL TO ISSUE PERMIT

19. The chief building official may refuse to issue a permit if in his or her opinion the proposed work will contravene the requirements of the Building Code or the provisions of this or any other bylaw of the Village.

REVOCATION OF PERMIT

20. The chief building official may revoke a permit if in his or her opinion the results of tests on materials, devices, construction methods, structural assemblies or foundation conditions contravene the Building Code or the provisions of this Bylaw or both, or if all permits required under this Bylaw have not been obtained.

CONFORMITY TO BUILDING CODE

21. The chief building official may establish or require the owner to establish whether a method or type of construction or material used in the construction of a building or structure complies with the requirements and provisions of this Bylaw and the Building Code.

RIGHT OF ENTRY

22. The chief building official may enter on property at any time in order to ascertain whether the requirements of this Bylaw are being met.

CONSENT OR NOTICE

23. If a building permitted under the Village's Zoning Bylaw, in force from time to time, to be used for a residential occupancy is occupied, the chief building official must, prior to entry in the residence under Section 22:
 - (1) obtain the prior consent of an occupant; or
 - (2) deliver to an occupant at least 24 hours' written notice of the proposed entry.

CREDENTIALS

24. The chief building official must ensure that persons entering on property under Sections 22 and 23 are in possession of credentials which identify them as his or her authorized representatives.

TESTS

25. The chief building official may direct that tests of materials, equipment, devices, construction methods, structural assemblies or foundations be made, or sufficient evidence or proof be submitted at the expense of the owner, where such evidence or proof is necessary to determine whether the material, equipment, device, construction or foundation condition complies with this Bylaw and the Building Code.

POWERS

26. The chief building official may order
- (1) a person who contravenes any provision of this Bylaw to comply with the provision within the time period ordered;
 - (2) work to stop on the building or structure or any part of it, if the work is proceeding in contravention of this Bylaw, the Building Code, or any other enactment of the Village or other applicable enactments respecting protection or if there is an unsafe condition, and may enter on the property to affix or post a stop work order in the form of Schedule H;
 - (3) the removal of any unauthorized encroachment on public property;
 - (4) the removal of any building, structure or part of them constructed in contravention of a provision of this Bylaw;
 - (5) the cessation of any occupancy in contravention of a provision of this Bylaw;
 - (6) the cessation of any occupancy if any unsafe condition exists because of work being undertaken or not completed;
 - (7) the correction of any unsafe condition; and
 - (8) the correction of any work which contravenes this Bylaw, the Building Code or any other enactments of the Village.

and every person served with an order under this section must comply with the order.

OWNER'S AND CONSTRUCTOR'S RESPONSIBILITIES

ALTERNATIVE SOLUTIONS

27. Every owner who wishes to provide an *alternative solution* to satisfy one or more of the requirements of the Building Code or this Bylaw must submit sufficient evidence to demonstrate that the proposed *alternative solution* will provide the level of performance required by the Building Code or this Bylaw and pay the non-refundable fee set out in Schedule A.

OWNER'S UNDERTAKINGS

28. Despite the other provisions of this Bylaw, the chief building official may require as a condition of the issuance of a building permit that the owner execute and submit to the Village the owner's undertaking form set out in Schedule C.

OWNER'S RESPONSIBILITY

29. Every owner, or his or her agent, must carry out construction or have the construction carried out in accordance with the requirements of the Building Code, this Bylaw and the other bylaws of the Village and neither the issuance of a permit under this Bylaw, the review of plans and supporting documents, nor inspections made by the chief building official or a registered professional relieve the owner, or his or her agent, from full and sole responsibility to perform the work in strict accordance with this Bylaw, the Building Code and other applicable enactments.
30. Every owner must allow the chief building official and any person authorized by the chief building official to act on his behalf to enter any building or premises at any reasonable time for the purpose of administering and enforcing this Bylaw.
31. Every owner must obtain all required permits or approvals prior to commencing the work to which they relate.
32. Every owner must ensure that the permit, the plans and specifications on which the issuance of the building permit was based, all municipal inspection certificates, and professional field reviews are available at the site of the work for inspection during working hours by the chief building official and that the permit placard is posted conspicuously on the site during the entire execution of the work authorized by the permit.
33. Every owner must ensure that all construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.
34. Every owner to whom a permit is issued is responsible for the cost of repair of any damage to municipal works that occurs in the course of the work authorized by the permit.
35. Every owner to whom a permit is issued must, during construction post the civic address on the property in a location visible from any adjoining streets.

NOTICE

36. Every owner must, at least 48 hours prior to commencing work at the building site, give notice to the chief building official of the date on which the owner intends to begin such work.
37. Every owner must give notice in writing to the chief building official of any change in or termination of engagement of a registered professional during the course of the construction immediately when the change or termination occurs.
38. If an owner terminates the engagement of a registered professional the owner must terminate the work until the owner has engaged a new registered professional, and has delivered to the chief building official letters of assurance.
39. Without limiting Sections 98 to 102, every owner must give notice to the chief

building official with at least 24 hours' warning:

- (1) of intent to do work that is required or ordered to be inspected during construction;
 - (2) of intent to cover work that has been ordered to be inspected prior to covering; and,
 - (3) when work has been completed so that a final inspection can be made.
40. Every owner must give notice in writing to the chief building official and pay the non-refundable fee set out in Schedule A immediately upon any change in ownership or change in the address of the owner which occurs prior to the issuance of an occupancy permit.
41. Every owner must give such other notice to the chief building official as may be required by the chief building official or by a provision of this Bylaw.

UNCOVERING WORK

42. When required by the chief building official, every owner must uncover and replace at the owner's own expense any work that has been covered without inspection contrary to this Bylaw or an order issued by the chief building official, or alternatively provided to the Chief Building Inspector's satisfaction, a signed and sealed letter from a qualified professional that the work substantially complies with this Bylaw and the Building Code.

SECURITY DEPOSIT

43. In addition to a security deposit under Sections 77 to 81, every owner must pay to the Village, within 30 days of receiving an invoice for same from the Village, the cost of repair of any damage to public property or Village works or services that may occur as a result of undertaking work for which a permit was required.

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REQUIREMENTS OF PERMIT

44. Every owner must comply with the requirements of this Bylaw and the conditions of a permit and must not omit work required by this Bylaw or the conditions of a permit.

OCCUPANCY PERMIT

45. Every owner must obtain an occupancy permit from the chief building official under Sections 123 to 125 prior to any occupancy of:
- (1) a new building or structure; or
 - (2) a partial occupancy of a building or structure under construction, but only if that portion of the building or structure is self contained and provided with essential services respecting health and safety.

UNSAFE CONDITION

46. When a building or part thereof is in an unsafe condition, the owner must immediately take all necessary action to put the building in a safe condition.

DEMOLITION

47. Upon obtaining a building permit to demolish a structure the owner must:
 - (1) provide a vacancy date, and
 - (2) pay capping and inspection chamber installation fees as set out in the Village's bylaws governing waterworks and sewers.
48. Prior to *demolishing* a structure all municipal services must be capped and terminated at the property line in a Village standard inspection chamber and valve arrangement.
49. Every owner must ensure that on completion of demolition procedures, all debris and fill is cleared and the site levelled or graded.

OBLIGATIONS OF CONSTRUCTOR

50. Every constructor must ensure that all requirements of the Building Code, this Bylaw and other applicable enactments respecting construction safety are complied with.
51. Every constructor must ensure that no excavation or other work is undertaken on public property, or adjacent private property and that no land is disturbed, building erected or materials stored in whole or in part thereon, without first having obtained approval in writing from the appropriate authority over such public or private property.
52. Every constructor is responsible jointly and severally with the owners for any work actually undertaken.

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REGISTERED PROFESSIONALS' RESPONSIBILITIES

PROFESSIONAL DESIGN AND FIELD REVIEW

53. If a building official considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require the owner to retain a registered professional to provide design and plan certification and field review supported by letters of assurance in the form of Schedules A, B-1, B-2, C-A and C-B referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
54. Prior to the coordinated preoccupancy site review for a complex building, or final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of this Bylaw, the owner must provide the Village with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
55. If a registered professional provides letters of assurance in accordance with the requirements of this Bylaw, he or she shall also provide proof of professional liability insurance and errors and omissions insurance to the chief building official with coverage and limits adequate to permit the Village, the owner or a third party to recover damages and costs from the registered professional in respect of any cause, claim or action that might arise as a result of professional liability/error or omission of the registered professional.

REQUIREMENT FOR REGISTERED PROFESSIONAL

56. The owner must provide professional design and a field review in respect of a building permit for:
 - (1) a complex building;
 - (2) a simple building constructed on, or contiguous to, a complex building;
 - (3) structural components of buildings that fall within the scope of Division B - Part 4 of the Building Code;
 - (4) foundation and excavation components of new simple buildings in Geotechnical Hazards Development Permit Areas;
 - (5) a building that is designed with common egress systems for the occupants and requires the use of firewalls according to the Building Code;
 - (6) alterations to a building or structure falling under the circumstances set out in subsections 56(1), (2) or (3);
 - (7) a building or structure subject to Section 53 in respect of which the chief building official determines that site conditions, size or complexity so warrant in the interests of health and safety of persons or protection of persons and property;
 - (8) the building envelope components of all buildings under *Division B* - Part 3 of the Building Code, all residential buildings that contain more than two dwelling units, and all other buildings whose building envelopes do not comply with the prescriptive requirements of *Division B* - Part 9 of the Building Code; and,
 - (9) a building or structure on a parcel the chief building official believes is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche, and the requirement for professional design and a field review is in addition to a requirement under an enactment for a report certified by a professional engineer with experience in geotechnical engineering that the parcel may be used safely for the use intended and that the plans submitted with the application comply with the relevant provisions of the Building Code and applicable bylaws of the Village.
57. The requirement for professional design and field review in Section 56 may be waived by the chief building official for work involving minor tenant improvements.
58. The chief building official may require the registered professional carrying out the professional design and field review of a building envelope to provide evidence that he or she has experience and expertise in respect of the design and field review of building envelopes.

PROFESSIONAL PLAN CERTIFICATION

59. The letters of assurance in the form of Schedules A, B-1 and B-2 referred in *Division C – Sub-Section 2.2.7* of the Building Code are relied upon by the Village and its building officials as certification that the design and plans to which the letters of assurance relate comply with the Building Code and other applicable enactments relating to protection.
60. A building permit issued for the construction of a complex building, or for a simple building for which a building official required professional design under Sections 72, 73 and 74 must be in the prescribed form, and letters of assurance pursuant to Sections 72 and 74 of this Bylaw must be in the form of Schedules A, B-1 and B-2 referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
61. A building permit issued pursuant to Section 60 of this Bylaw must include a notice to the owner that the building permit is issued in reliance upon the certification of the registered professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to protection.
62. When a building permit is issued pursuant to Section 61 of this Bylaw the permit fee must be reduced by 25% of the fees payable under Schedule A to this Bylaw.

PERMIT CONDITIONS

63. A permit is required whenever work regulated under this Bylaw is to be undertaken.

OWNER RESPONSIBILITY

64. The issuance of a permit under this Bylaw, the acceptance or review of plans, drawings or specifications or supporting documents or inspections made by or on behalf of the Village do not:
 - (1) relieve the owner or his or her representatives from full and sole responsibility to perform the work in strict accordance with the Building Code, this Bylaw and all other codes, standards and applicable enactments;
 - (2) constitute in any way a representation, warranty, assurance or statement that the Building Code, this Bylaw or any other applicable standards or enactments have been complied with; or
 - (3) constitute a representation or warranty that the building or structure meets any standard of materials or workmanship,
 and no person may rely on any of those acts as establishing compliance with the Building Code or this Bylaw or any standard of construction.
65. It is the full and sole responsibility of the owner (and if the owner is acting through a representative, the representative and the owner) to carry out the work in respect of which the permit was issued in compliance with the Building Code, this Bylaw and all other applicable codes, standards and enactments.

PART 5 BUILDING PERMIT

REQUIREMENTS BEFORE APPLYING FOR BUILDING PERMIT

66. Prior to submitting an application for a building permit, the owner must satisfy the following requirements or conditions:
- (1) issuance of a development permit in an area designated by the Village's official community plan as a development permit area;
 - (2) compliance of the proposed building or structure with all Village bylaws, except to the extent a variance of a bylaw is authorized by a development permit, development variance permit or order of the Board of Variance;
 - (3) the signing by the Village Approving Officer of the subdivision plan that, once registered, would create the parcel on which the building or structure is proposed to be constructed;
 - (4) documentation to provide evidence to the chief building official that the person applying for the proposed building permit is the owner of the parcel that is the subject of the proposed building permit application, or is the agent of the owner; and
 - (5) if the parcel that is the subject of the proposed building permit application is not, or is not intended to be, connected to the Village's sewage disposal system, approval of an alternate private sewage disposal system.

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REQUIREMENTS AND EXEMPTIONS

67. It is the duty of the owner to make application for and obtain a building permit prior to commencement of construction or prior to a change in the use, occupancy, or both, of a building or structure or part of a building or structure.
68. No person may:
- (1) construct, or
 - (2) continue construction
- unless the chief building official has issued a building permit for the construction.

APPLICATIONS

69. Every person must apply for and obtain a building permit:
- (1) before constructing, repairing or altering a building or structure;
 - (2) to install or modify a commercial cooking facility or ventilation system used in a process producing grease laden vapours;
 - (3) to install or modify a fire alarm system;
 - (4) before moving a building or structure;
 - (5) to demolish, before demolishing a building or structure; and,

- (6) before the construction of a masonry fireplace unless the works are the subject of another valid building permit.

FORM

- 70. An application for a permit must be made in the prescribed form.

DESIGNER

- 71. Plans submitted with permit applications must bear the name and address of the designer of the building or structure.

APPLICATIONS FOR COMPLEX BUILDINGS

- 72. An application for a building permit with respect to a complex building must:
 - (1) be made in the prescribed form signed by the owner;
 - (2) be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this Bylaw, signed by the owner;
 - (3) include a copy of a title search made within 30 days of the date of the application;
 - (4) include a Building Code compliance summary including applicable edition of the Building Code, *Division B - Part 3* or *Division B - Part 9* designation, major occupancy classification(s) of the building, occupant load calculations, building area and height, number of streets the building faces, accessible entrances, work areas, washrooms and facilities;
 - (5) include a copy of a survey plan of the parcel and proposed foundations and exterior extremities of the building or structure, prepared by a British Columbia land surveyor, except that the building official may waive the requirements for a survey plan, in whole or in part, where conditions warrant;
 - (6) include a site plan prepared by a registered professional showing:
 - (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (b) the legal description and civic address of the parcel;
 - (c) the location and dimensions of existing and proposed statutory rights of way, easements and setback requirements, adjacent street and lane names;
 - (d) the location and dimensions of existing and proposed buildings or structures on the parcel;
 - (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
 - (f) north arrow;
 - (g) location of an approved existing or proposed alternative sewage disposal system;

- (h) zoning compliance summary;
- (i) the location, dimensions and gradient of parking and parking access;
- (j) proposed and existing setbacks to property lines;
- (k) natural and finished grade at building corners and significant breaks in the building plan;
- (l) main floor elevation;
- (m) location, setbacks and elevations of all retaining walls, steps, stairs and decks;
- (n) line of upper floor;
- (o) location and elevation of curbs, sidewalks, manholes and service poles;
- (p) location of existing and proposed service connections;
- (q) location and species of all trees greater than 10 cm in diameter;
- (r) location of top of bank and water courses;
- (s) the access routes for fire fighting;
- (t) the accessible paths of travel from the street to the building; and,
- (u) the geodetic elevation of the underside of a wood floor system or the top of finished concrete slab of a building or structure if the Village's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation;

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except that the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure;

- (7) include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; fire separations; plumbing fixtures; structural elements; and stair dimensions;
- (8) include a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;
- (9) include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, natural and finished grade, and ridge height;
- (10) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;
- (11) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits,

highway access permits and ministry of health approval;

- (12) include a letter of assurance in the form of Schedule A as referred to in *Division C – Sub-Section 2.2.7* of the Building Code, signed by the owner, or a signing officer of the owner if the owner is a corporation, and the coordinating registered professional;
 - (13) include letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C – Sub-Section 2.2.7* of the Building Code, each signed by such registered professionals as the building official or Building Code may require to prepare the design for and conduct field reviews of the construction of the building or structure; and,
 - (14) include two sets of drawings at a suitable scale of the design prepared by each registered professional containing the information set out in subsections 72(6) to 72(10) of this Bylaw.
73. In addition to the requirements of Section 72, the following may be required by a building official to be submitted with a building permit application for the construction of a complex building if the complexity of the proposed building or structure or siting circumstances warrant:
- (1) site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the Village's Subdivision and Development Bylaw and policies in force from time to time;
 - (2) a section through the site showing grades, buildings, structures, parking areas and driveways; and,
 - (3) any other information required by the building official or the Building Code to establish compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.

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APPLICATIONS FOR SIMPLE BUILDINGS

74. An application for a building permit with respect to a simple building must:
- (1) be made in the prescribed form, signed by the owner, or a signing officer if the owner is a corporation;
 - (2) be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this Bylaw, signed by the owner, or a signing officer if the owner is a corporation;
 - (3) include a copy of a title search made within 30 days of the date of the application;
 - (4) include a copy of a survey plan of the parcel and proposed foundations and exterior extremities of the building or structure, prepared by a British Columbia land surveyor, except that the building official may, waive the requirements for a survey plan, in whole or in part, where conditions warrant.
 - (5) include a site plan showing:

- (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
- (b) the legal description and civic address of the parcel;
- (c) the location and dimensions of all statutory rights of way, easements, setback requirements adjacent street and lane names;
- (d) the location and dimensions of existing and proposed buildings or structures on the parcel;
- (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
- (f) north arrow;
- (g) location of an approved existing or proposed alternative sewage disposal system;
- (h) the location, dimensions and gradient of parking and parking access;
- (i) proposed and existing setbacks to property lines;
- (j) natural and finished grade at building corners datum determination points;
- (k) main floor elevation;
- (l) location, setbacks and elevations of all retaining walls, steps, stairs and decks;
- (m) line of upper floor;
- (n) location and elevation of curbs, sidewalks, manholes and service poles;
- (o) location of existing and proposed service connections;
- (p) location of top of bank and water courses; and
- (q) the geodetic elevation of the underside of a wood floor system or the top of finished concrete slab of a building or structure if where the Village's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation;

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except that the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure;

- (6) include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;
- (7) include a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;

- (8) include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, the building height base line, the maximum building height line, ridge height and natural and finished grade;
- (9) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;
- (10) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;
- (11) include a foundation and excavation design prepared by a registered professional in accordance with *Division B* - Section 4.2 of Part 4 of the Building Code, accompanied by letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C* - Section 2.2.7 of the Building Code, signed by the registered professional;
- (12) include a geotechnical report if the chief building official determines that the site conditions so warrant;
- (13) include three sets of drawings at a suitable scale of the design including the information set out in subsections 74(5) to 74(9) of this Bylaw.
- (14) In addition to the requirements of Sections 74(1) to (13) the following may be required by a building official to be submitted with a building permit application for the construction of a simple building where the project involves two or more buildings, which in the aggregate total more than 1000 square metres, or two or more buildings that will contain four or more dwelling units, or otherwise if the complexity of the proposed building or structure or siting circumstances warrant:
 - (a) site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the Village's Subdivision and Development Bylaw and policies in force from time to time;
 - (b) a section through the site showing grades, buildings, structures, parking areas and driveways;
 - (c) a roof plan and roof height calculations;
 - (d) structural, electrical, mechanical or fire suppression drawings prepared and sealed by a registered professional;
 - (e) letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C* – Sub-Section 2.2.7 of the Building Code, signed by the registered professional; or,
 - (f) any other information required by the building official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.

SURVEY

75. Without limiting subsections 72(5) or 74(4), the chief building official may order any owner to submit an up to date plan of survey prepared by a registered British Columbia land surveyor which contains sufficient information respecting the site and location of any building:
- (1) to establish before construction begins that all the provisions of this Bylaw in relation to this information will be complied with;
 - (2) to verify on completion of the construction that all provisions of this Bylaw have been complied with;
 - (3) in relation to an existing building when and as required by the chief building official, to substantiate its location, size, including appendages whether above, at or below ground level, relative to the site or its relationship to neighbouring grades; and
 - (4) in relation to construction of a new building, or addition to an existing building, prior to the placement of concrete for foundations and footings, including the elevations at proposed top of concrete on all building elevations and at all significant changes of elevation to substantiate its size, location and elevation.

and every person served with an order under this section must comply with the order.

BUILDING PERMIT FEE

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76. Before receiving a building permit for a building or structure, the owner must first pay to the Village:
- (1) the building permit fees prescribed in Schedule A, and
 - (2) fees, charges, levies or taxes imposed by the Village and payable under an enactment.

SECURITY DEPOSIT

77. An applicant for a building permit must pay to the Village, at the time of the application, a security deposit as set out in Schedule A.
78. The security deposit sum received pursuant to Section 77 must:
- (1) cover the cost borne by the Village to maintain, restore or replace any public works or public lands which are destroyed, damaged or otherwise impaired in the carrying out of the work referred to in any building permit held by the applicant;
 - (2) cover the cost borne by the Village to make the site safe if the permit holder abandons or fails to complete the work as designated on the permit;
 - (3) serve as the security deposit for a provisional certificate of occupancy when such a certificate makes provision for a security deposit; or
 - (4) serve as a security deposit for the purpose of effecting compliance with any condition under which the permit was issued.

- (5) The Chief Building Official may waive the requirement for a security deposit, where in his opinion the proposed construction is unlikely to cause damage to the Village's public works.
79. The security deposit must be returned to the applicant:
- (1) when the building official is satisfied that no further damage to public works or public lands will occur;
 - (2) when the inspections required by this Bylaw are complete and acceptable to the building official;
 - (3) when the conditions or provisions of a provisional certificate of occupancy are completed to the satisfaction of the building official; or
 - (4) any combination of subsections 79 (1), (2) or (3).
80. Any credit greater than the amount of the security deposit used by the Village for the purposes described in Sections 77 to 78 will be returned to the payee unless otherwise so directed by the payee. An amount in excess of the security deposit required by the Village to complete corrective work to public lands, public works, or the site is recoverable by the Village from the permit constructor or the owner of the property.
81. If the proposed works includes excavation or construction on lands within 10 metres of municipal works, the owner must deliver to the chief building official a signed agreement in a form prescribed under which the owner acknowledges and agrees that any damage to municipal works arising from the construction associated with the building permit will be repaired by the owner at its expense and the satisfaction of public works. The owner must deposit with the Village security in accordance with Sections 77 to 78.

FEE REFUNDS

82. No fee or part of a fee paid to the Village may be refunded if a start has been made on construction of the building.
83. A building permit or a mechanical permit fee may be partially refunded as set out in Schedule A, only if:
- (1) The owner has submitted a written request for a refund;
 - (2) The chief building official has certified a start has not been made on the construction of the building or structure; and
 - (3) The permit has not expired.
84. A building permit or a mechanical permit fee is not refundable after the permit has been extended under Section 114.
85. If an issued building permit is active and the owner proposes modification to the building design whereby the value of construction does not increase or the value of construction decreases, the owner must first pay to the Village a building permit fee based on the plan review hourly rate set out in Schedule A.

EXPIRATION OF APPLICATION

86. A building permit application expires 180 days from the date a complete application is received under this Part if the building permit or mechanical permit is not issued by the application expiration date, unless the permit is not issued only due to delays caused by the chief building official.

ISSUANCE OF A PERMIT

87. If:
- (1) a completed application in compliance with Sections 72 and 73 or 74 and 75 of this Bylaw, including all required supporting documentation, has been submitted;
 - (2) the owner has paid all applicable fees set out in Sections 76 to 77 and Schedule A of this Bylaw;
 - (3) the owner or his or her representative has paid all charges and met all requirements imposed by any other statute or bylaw;
 - (4) the owner has retained a professional engineer or geoscientist if required under this Bylaw or by the provisions of the *Engineers and Geoscientists Act*;
 - (5) the owner has retained an architect if required by the provisions of the *Architects Act*;
 - (6) no covenant, agreement, resolution or regulation of the Village requires or authorizes the permit to be withheld;

the Chief Building Official must issue the permit, in the prescribed form for which the application is made.

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COMPLIANCE WITH THE HOMEOWNER PROTECTION ACT

88. If the application is in respect of a building that includes, or will include, a residential occupancy, the building permit must not be issued unless the owner provides evidence under Section 30(1) of the *Homeowner Protection Act*, SBC 1998, Chapter 31, that the proposed building:
- (1) is covered by home warranty insurance, and
 - (2) the constructor is a licensed residential builder.
89. Section 88 of this Bylaw does not apply if the owner is not required to be licensed and to obtain home warranty insurance in accordance with Sections 20(1) or 30(1) of the *Homeowner Protection Act*, SBC 1998, Chapter 31.
90. Every permit is issued subject to the owner and constructor maintaining compliance with the *Homeowner Protection Act* and negotiations under it during the term of the permit.

PARTIAL BUILDING PERMIT

91. A building official may issue a building permit for an excavation or a portion of a building or structure before the design, plans and specifications for the entire building or structure have been accepted, if sufficient information has been submitted to the Village to demonstrate to the building official that the portion authorized to be constructed substantially complies with this and other applicable bylaws and all security deposits and charges related to the building or structure and the permit fee applicable to that portion of the building or structure has been paid. Despite the issuance of a permit, the requirements of this Bylaw apply to the remainder of the building or structure as if the permit for the portion of the building or structure had not been issued.
92. If a site has been excavated under a building permit for excavation issued under this Bylaw and a building permit is not subsequently issued or a subsisting building permit has expired in accordance with the requirements of Section 113, but without the construction of the building or structure for which the building permit was issued having commenced, within two years of issuance of the building permit, the owner at the sole discretion of Council may be required to fill in the excavation and restore to the original gradients of the site within 60 days of being served notice by the Village to do so. If the owner does not act on the notice the Village may undertake the works at the owner's expense and if the account remains unpaid by December 31st of the year the Village completed the works any amounts outstanding will become taxes in arrears on the subject property.

CONDITIONS OF A BUILDING PERMIT

93. A building permit or an application for a building permit that is in process may not be transferred or assigned until the owner has notified the chief building official in writing, the chief building official has authorized the transfer or assignment in writing, and the owner has paid the non-refundable fee required under Schedule A. The transfer or assignment of a building permit is not an extension of a building permit.
94. The review of plans and supporting documents and issuance of a building permit do not prevent the chief building official from subsequently requiring the correction of errors in the said plans and supporting documents, or from prohibiting building construction or occupancy being carried on when in violation of this or another bylaw.
95. The chief building official may refuse to issue a permit when the owner has been notified of violation of this Bylaw with regard to the construction of another building or structure by the owner.

INSPECTIONS

96. If a registered professional provides letters of assurance in accordance with this Bylaw, the Village will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this Bylaw as assurance that the construction substantially conforms to the design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.

97. Despite Section 96 of this Bylaw, a building official may attend the site from time to time during the course of construction to ascertain that the field reviews are taking place and to monitor the field reviews undertaken by the registered professionals.
98. A building official may attend periodically at the site of the construction of simple buildings or structures to ascertain whether the work is being carried out in substantial conformance with the Building Code, this Bylaw and any other applicable enactments concerning safety.
99. For all work in respect of simple buildings the owner must give at least 24 hours' notice to the Village when requesting an inspection and must obtain an inspection and receive a building official's written acceptance of the following aspects of the work prior to concealing them:
 - (1) after demolition, the grading of and removal of debris from the site;
 - (2) foundation and footing forms, before concrete is poured;
 - (3) siting;
 - (4) drain tile and dampproofing before backfilling;
 - (5) rain water;
 - (6) storm sewer connection;
 - (7) sanitary connection;
 - (8) water connection;
 - (9) prior to inspection under subsection 98 plumbing located below the finished slab level;
 - (10) underslab poly including insulation;
 - (11) rough plumbing;
 - (12) structural frame complete, including stairs/fire stopping (call once plumbing and electrical rough in and roof on; windows and doors in);
 - (13) fire separation;
 - (14) rainscreen;
 - (15) insulation and vapour barrier;
 - (16) fireplace, stove, chimney; (wood burning appliances are not permitted, including coal, pellets or similar materials)
 - (17) Occupancy/final;
100. A building official may only carry out an inspection under Section 96:
 - (1) in the order specified in subsections 96(1) to 96(12); and
 - (2) if the owner or the owner's agent has requested the inspection.
101. Despite the requirement for the building official's acceptance of the work outlined in Section 96, if a registered professional provides letters of assurance, the Village will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this Bylaw as

assurance that the aspects of the construction referenced by those letters of assurance substantially conforms to the design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.

102. No aspect of the work referred to in Section 96 of this Bylaw shall be concealed until a building official has accepted it in writing.
103. For work in respect of complex buildings the owner must:
 - (1) give at least 48 hours' notice to the Village when requesting a pre-construction meeting with the building official prior to the start of construction, and the owner or his or her representative must ensure that the coordinating registered professional, the constructor as well as representatives of major trades are in attendance;
 - (2) give at least 48 hours' notice to the Village when requesting a pre-occupancy coordinated site review in order to have the owner, the constructor and the registered professionals demonstrate to the building official and Fire Services the compliance with the health and safety aspects of the work, the coordination and integration of the fire and life safety system, applicable Village requirements and other enactments respecting safety;
 - (3) cause the coordinating registered professional, at least 48 hours prior to the pre-occupancy coordinated site review, to deliver to the building official the Confirmation of Required documentation described in Schedule E, complete with all documentation in a hard covered three ring binder.

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STOP WORK ORDER

104. The chief building official may direct the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice described in Schedule G on the premises whenever it is found that the work is not being performed in accordance with the requirements of the Building Code, any applicable bylaw of the Village or provisions of the *Homeowner Protection Act*.
105. The coordinating registered professional may request, in writing, that the chief building official order the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice on the premises. The chief building official must consider such a request and if not acted upon, must respond, in writing, to the coordinating registered professional and give reasons.
106. If a registered professional's services are terminated, the owner must immediately stop any work that is subject to his or her design or field review and the chief building official is deemed to have issued a stop work order under Section 104.
107. The owner must immediately after the posting of a notice under Section 104 secure the construction and the lands and premises surrounding the construction in compliance with the safety requirements of every statute,

regulation or order of the Province or of a provincial agency and of every applicable bylaw of the Village.

108. Subject to Section 107, no work other than the required remedial measures may be carried out on the parcel affected by the notice referred to in Section 107 until the stop work order notice has been removed by the chief building official.
109. The notice referred to in Section 104 must remain posted on the premises until that which is contrary to the enactments has been remedied.

DO NOT OCCUPY NOTICE

110. If a person occupies a building or structure or part of a building or structure in contravention of Section 141(8) of this Bylaw a building official may post a Do Not Occupy Notice in the form of Schedule H to this Bylaw on the affected part of the building or structure.
111. If a notice is posted under Sections 104 or 110, the owner of a parcel on which a Do Not Occupy Notice has been posted, and every other person, must cease occupancy of the building or structure immediately and shall refrain from further occupancy until all applicable provisions of the Building Code and this Bylaw have been substantially complied with and the Do Not Occupy Notice has been rescinded in writing by a building official.

INSPECTION AND OTHER FEES

112. In addition to the fees required under other provisions of this Bylaw, the owner must pay the non-refundable fee set out in Schedule A for:
 - (1) a second and subsequent re-inspection where it has been determined by the chief building official that due to non-compliance with the provisions of this Bylaw or due to non-complying workmanship, more than two inspections are required for each type of inspection;
 - (2) a special inspection during the Village's normal business hours to establish the condition of a building, or if an inspection requires special arrangements because of time, location or construction techniques;
 - (3) each report containing a maximum of two separate *alternative solutions*;
 - (4) each *alternative solution* greater than two contained in the same report;
 - (5) an amendment to an original *alternative solution* report after acceptance or rejection of the report;
 - (6) a request from the owner or agent that the chief building official review an application or part of an application that has already been reviewed by the chief building official.
 - (7) the review of drawings and inspection of landscaping requirements as set out in the Village's Zoning Bylaw, in force from time to time, or authorized through a development permit; or
 - (8) if a registered professional has been retained by the owner to design and certify the landscaping components of the permitted project, the fees set out in subsection 112(7) are waived.

PERMIT EXPIRATION

113. Every permit is issued on the condition that the permit expires and the rights of the owner under the permit terminate if:
- (1) the work authorized by the permit is not commenced within 180 days from the date of issuance of the permit; or
 - (2) work is discontinued for a period of 180 days; or
 - (3) the work is not completed within two years of the date of issuance of the permit.

PERMIT EXTENSION

114. A building official may extend the period of time set out under Section 113 for a period of not to exceed six months if construction has not been commenced or has been discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the owner's control or if the size and complexity of the construction warrants if:
- (1) application for the extension is made within 30 days of the date of permit expiration, and
 - (2) the non-refundable fee set out in Schedule A has been paid.

PERMIT REVOCATION

115. The chief building official may revoke a building permit if there is a violation of
- (1) a condition under which the permit was issued, or
 - (2) a requirement of the Building Code or of this or another bylaw of the Village.
116. The permit revocation must be in writing and sent to the permit holder by signature mail to, or personal service on, the permit holder.

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PERMIT CANCELLATION

117. A building permit, or a building permit application, may be cancelled by the owner, or his or her agent, on delivery of written notification of the cancellation to the chief building official.
118. On receipt of the written cancellation notice, the chief building official must mark on the application, and a permit if applicable, the date of cancellation and the word "cancelled".
119. If the owner, or his or her agent, submits changes to an application after a permit has been issued and the changes, in the opinion of the chief building official, substantially alter the scope of the work, design or intent of the application in respect of which the permit was issued, the chief building official must cancel the permit and mark on the permit the date of cancellation and the word "cancelled".
120. If a building permit application or permit is cancelled, and construction has not commenced under the permit, the chief building official must return to the

owner any fees deposited under Schedule A, less:

- (3) any non-refundable portion of the fee, and
- (4) 25% of the refundable portion of the fee.

CHANGES BY PERMIT HOLDER

- 121. Construction which is at variance with the plans and supporting documents for a building or structure for which a building permit has been issued is prohibited, unless the change has been reviewed and accepted by the chief building official.

OCCUPANCY PERMITS

- 122. No person may occupy a new building or structure until an occupancy permit has been issued in the form of Schedule F;
- 123. An occupancy permit may not be issued unless:
 - (1) all letters of assurance and the confirmation of required documentation described in Schedule E have been submitted when required in accordance with the requirements of this Bylaw;
 - (2) all aspects of the work requiring inspection, review and acceptance pursuant to Sections 96 to 103 of this Bylaw have both been inspected and accepted;
 - (3) the owner has executed and delivered to the Village every agreement, instrument or form required by the Village in relation to the work or the site; and
 - (4) all required off site works respecting safety have been completed.
- 124. A building official may issue an occupancy permit for partial occupancy of a portion of a building under construction when that portion of the building or structure is self contained and provided with essential services respecting health and safety.
- 125. If occupancy occurs prior to the completion of any work being undertaken that requires a permit, every owner must ensure that no unsafe condition exists or will exist because of the work being undertaken or not completed.

TEMPORARY BUILDING

- 126. Subject to the bylaws of the Village and/or orders of Council, the chief building official may issue a building permit for the erection or placement of a temporary building or structure for occupancy if:
 - (1) the permit is for a period not exceeding one year; and
 - (2) the building or structure is located in compliance with the Village's Zoning Bylaw, in force from time to time, built in compliance with the Building Code and this Bylaw, and connected, as required by enactments, to municipal utility services.
 - (3) The permit may be extended for a further one year period of in the opinion of the chief building inspector, there are compelling reasons or unforeseen circumstances.

127. The application for a building permit for the erection or placement of a temporary building or structure must be made in the form of a temporary permit application under Schedule A, signed by the owner or agent, including:

- (1) plans and supporting documents showing the location of the building or structure on the parcel;
- (2) plans and supporting documents showing construction details of the building or structure;
- (3) a statement by the owner indicating the intended use and duration of the use;
- (4) plans and supporting documents showing the proposed parking and loading space;
- (5) a written description of the project explaining why the building is temporary;
- (6) a copy of an issued development permit, if required;
- (7) in the case of a manufactured building, a CSA label in respect of electrical inspections;
- (8) a report or drawing of an engineer, architect or designer confirming compliance with the Building Code, this Bylaw, the Village's Zoning Bylaw, in force from time to time, and other applicable bylaws;
- (9) security in the form of cash or a letter of credit for 10% of the value of the temporary building, which security:
 - (a) may be used by the Village to remove the building after one year of the date of the final inspection required under this Bylaw, or
 - (b) must be returned to the owner if the owner removes the temporary building within one year of the date of the final inspection of the temporary building required under this Bylaw.

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128. Before receiving a building permit for a temporary building or structure for occupancy, the owner must pay to the Village the applicable building permit fee set out in Schedule A.

129. A permit fee for a temporary building or structure is not refundable.

RETAINING WALLS

130. A registered professional must undertake the design and conduct field reviews of the construction or structural repair of a retaining wall. Sealed copies of the design plan and letters of assurance prepared by the registered professional for all retaining walls must be submitted to a building official prior to issuance of a permit for the work.

PERMIT

131. No person may construct, or structurally repair, a retaining wall without a valid and subsisting building permit. Design and field review services and applicable letters of assurance must be provided by the registered professionals for all retaining walls.

SLOPES CREATED BY EXCAVATION

132. Except as certified by a professional engineer with expertise in geotechnical engineering registered in the province of British Columbia, a slope on a parcel that is steeper than one linear unit vertically to one linear unit horizontally and total height of three metres or more that is created by excavation is prohibited unless restrained by a retaining wall.

SLOPES CREATED BY FILL MATERIAL

133. Except as certified by a professional engineer with expertise in geotechnical engineering registered in the Province of British Columbia, fill material placed on a parcel, unless restrained by permitted retaining walls, must not have a surface slope exceeding a ratio of one linear unit vertically to two linear units horizontally.

BUILDING MOVE

134. No person may move a building or structure into or within the Village:
- (1) except where certified by a registered professional that the building or structure will substantially comply with the current version of the Building Code; and
 - (2) a building permit has been issued for the building.

BUILDING NUMBERING

135. Every owner or occupier of a parcel must place a building number assigned by the chief building official in a conspicuous place on every building located on the parcel.
136. Despite Section 135, the Village or its chief building official may renumber or alter the assigned numbers in respect of any building on any parcel, including those already in existence or numbered.
137. Without limiting Sections 135 or 136, the chief building official must, on the issuance of a building set, designate a house number or set of house numbers related to the building authorized by the permit. The owner or occupier must post the number or numbers on the site immediately after obtaining the building permit and keep the numbers posted in a conspicuous position at all times during construction.
138. On issuance of an occupancy permit, the owner or occupier of the parcel must affix the numbers permanently in a conspicuous place on the buildings such that the number is visible from an adjacent highway that is not a lane.

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CONFORMITY WITH BUILDING CODE AND BYLAW

139. No building or structure may be constructed except in conformity with the requirements of the Building Code and this Bylaw.
140. Section 139 applies whether or not in any case it is expressly stated that the doing of or failure to do the thing mentioned is unlawful.

GENERAL PROHIBITIONS

141. No person may

- (1) unless authorized by the chief building official, reverse, alter, deface, cover, remove or in any way tamper with a construction site identification placard, stop work order notice, certificate, card or notice posted on or affixed to a building or structure pursuant to a provision of this Bylaw;
- (2) do any work at variance with the description, plans and supporting documents for the building, structure or work for which a permit has been issued, unless the chief building official has authorized the change;
- (3) interfere with or obstruct the entry of the chief building official if he or she is administering this Bylaw;
- (4) erase, alter or modify plans and supporting documents after the same have been reviewed by the chief building official, or plans and supporting documents which have been filed for reference with the chief building official after the permit has been issued;
- (5) submit false or misleading information in relation to a permit or an application for a permit under this Bylaw;
- (6) repair a building or structure damaged by fire, decay, storm, earthquake or otherwise to an extent greater than 75% of its assessed value as of the date of damage above its foundations unless in every respect the entire building or structure is made to comply with the Building Code, subject to the provisions of this Bylaw;
- (7) repair any portion of a building or structure damaged by fire, decay, storm or otherwise to an extent less than 75% of its assessed value as of the date of damage above its foundations unless in every respect the repair of the building or structure is made to comply with the Building Code, subject to the provisions of this Bylaw;
- (8) occupy or permit occupancy of a building or structure or part of a building or structure until the chief building official has issued a final inspection notice for it;
- (9) construct on a parcel unless the civic address is conspicuously posted on the front of the premises or on a sign post so it may be easily read from the public highway from which it takes its address; or
- (10) change the use, occupancy or both of a building or structure or a part of a building or structure without first applying for and obtaining a building permit under this Bylaw;
- (11) Construct or install wood burning and other solid fuel burning fireplaces, stoves or similar devices in the Village of Harrison Hot Springs.

OFFENCE AND PENALTY

142. Every person who violates or causes or allows to be violated a requirement of this Bylaw is guilty of an offence and of a separate offence each day the violation is caused or allowed to continue.
143. Every person who commits an offence contrary to the provisions of this Bylaw is liable on summary conviction to a penalty of not more than \$10,000.00 in addition to the costs of the prosecution.
144. An owner is deemed to have knowledge of and be liable under this Bylaw in respect of any construction on the parcel the owner owns and any change in the use, occupancy or both of a building or structure or part of a building or structure on that parcel.
145. No person is deemed liable under Section 144 who establishes, on a balance of probabilities, that the construction or change of use or occupancy occurred before he or she became the owner of the parcel.
146. Nothing in Section 145 affects:
 - (1) the Village's right to require and the owner's obligation to obtain a permit; and
 - (2) the obligation of the owner to comply with this Bylaw.

SEVERABILITY

147. If any section, subsection, paragraph, subparagraph or phrase of this Bylaw is for any reason declared invalid by a Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this Bylaw.

SCHEDULES

148. The following schedules are attached to and form part of this Bylaw:

- Schedule A - Permit Fees and Security Deposits
- Schedule B - Construction Values
- Schedule C - Owner's Undertaking
- Schedule D - Geotechnical Hazard Areas
- Schedule E - Building Permit Sheet
- Schedule F - Confirmation of Required Documentation
- Schedule G - Notice of Completion
- Schedule H - Stop Work Order
- Schedule I - Do Not Occupy Notice

REPEAL

149. The Corporation of the Village of Harrison Hot Springs Bylaw No. 581 and amendments and any reference to a fee in Bylaw 940 are hereby repealed in their entirety.

150. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2011

READ A SECOND TIME THIS DAY OF , 2011

READ A THIRD TIME THIS DAY OF , 2011

ADOPTED THIS DAY OF , 2011

Mayor

Corporate Officer

SCHEDULE "A"

PERMIT FEES AND SECURITY DEPOSITS

PERMIT FEES:

1. Buildings

- | | | |
|-------|--|----------------------------|
| (3) | Single family dwelling and Duplex: | |
| (c) | Construction up to \$1,000.00 of value | \$ 40.00 |
| (d) | Construction \$1,000.00 to \$100,000.00 of value; | |
| (i) | First \$1,000.00 | \$ 100.00 |
| (ii) | Each additional \$1,000.00 or part thereof
but not more than \$100,000.00 | \$ 6.50 |
| (iii) | Each additional \$1,000.00 in excess of
\$100,000.00 but not more than \$250,000.00 | \$ 6.25 |
| (iv) | Each additional \$1,000.00 in excess of
\$250,000.00 | \$ 5.75 |
| (4) | Multi-Family, Commercial, Institutional, etc. | |
| | Construction up to \$1,000.00 of value | \$ 100.00 |
| | Construction in excess of
\$1,000.00 of value | 1.1% of construction value |
| (5) | Temporary Buildings | |
| | Construction up to \$1,000.00 of value | \$ 100.00 |
| | Construction in excess of
\$1,000.00 of value | 0.6% of construction value |
| (6) | Re-Inspections | \$ 70.00 |
| (7) | Special inspection | \$ 80.00 |
| (8) | To site an ancillary building 10m ² or less or
a swimming pool | \$ 50.00 |
| (9) | Landscape drawing review and inspections | \$ 200.00 |
| (10) | Permit Application Fee (non refundable) | \$ 200.00 |
| (11) | Alternative Solution Report Review Fee (one per application) | \$ 100.00 |
| (12) | Additional Report Review Fee (excess of one per application) | \$ 60.00 |
| (13) | Amendment to reviewed Alternative Solution Report (per) | \$ 50.00 |
| (14) | Plan review (subsequent from original drawings) | \$ 70.00 |
| (15) | Premium plan review (hourly rate) | \$ 100.00 |

2. Chimneys & Fireplaces

- | | | |
|------|---------------------------|----------|
| (16) | Chimney with Fireplace | \$ 40.00 |
| (17) | Each additional Fireplace | \$ 15.00 |
| (18) | Each additional chimney | \$ 15.00 |

3.	<u>Plumbing</u>	
	First 10 fixtures	\$ 90.00
	(19) Each additional fixture	\$ 9.00
	(20) Reconnection	\$ 35.00
4.	<u>Demolition</u>	
	(21) To demolish a building or structure	\$ 200.00
5.	<u>Mobile or Manufactured Home or Factory-Built Units</u>	
	(22) To move within the Village (other than Mobile Home Parks)	\$ 70.00
6.	<u>Application to Move a Building</u>	
	(23) Within the Village	\$ 150.00
	(24) Into the Village	\$ 350.00
	(25) Out of the Village	\$ 150.00
7.	<u>Other</u>	
	(26) Letter of compliance	\$ 150.00
	(27) Owner name change for active permits	\$ 25.00
	(28) Title search from Land Titles Office	\$ 25.00
	(29) Occupancy Permit	\$ 50.00
	(30) Permit extension	\$ 75.00

SECURITY DEPOSITS:

8.	<u>Building Moving</u>	
	(31) To erect a building on the new site and restore the old site for:	
	buildings less than 10m ²	\$ 500.00
	(e) buildings more than 10m ² but less than 50m ²	\$ 1,000.00
	(f) buildings more than 50m ²	\$ 2,500.00
	(g) mobile units, manufactured units, factory-built units being relocated within the Village	\$ 1,000.00
9.	<u>Demolish Buildings</u>	
	(32) Principal dwelling unit	\$ 1,000.00
	(33) Ancillary buildings of less than 50m ²	\$ 500.00
	(34) All other buildings over 50m ²	\$ 2,000.00

10. Paving

- | | | |
|------|--|--|
| (35) | To complete the paving of off-street parking (including drainage, curbing, marking and lighting) unless other arrangements have been made in a servicing agreement | \$8.00 for each square metre of parking area |
|------|--|--|

11. Parcel Grading, Parcel Drainage & Landscaping

- | | | |
|------|---|---|
| (37) | <u>Non-Residential</u>
to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil) | \$10.00 for each square metre of parcel grading, parcel drainage and landscaping area |
| (38) | <u>Residential</u>
to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil)

(unless other arrangements have been made in a servicing agreement) | \$500.00 per residential unit (to maximum of \$10,000.00) |

12. Any security deposited under the provisions of this bylaw may be in the form of:

- | | |
|------|---|
| (39) | Cash |
| (40) | Certified Cheque |
| (41) | Irrevocable Letter of Credit drawn on a Canadian Chartered Bank or Credit Union for a term and in a form satisfactory to the Village. |

SCHEDULE "B"

CONSTRUCTION VALUES

1. *Single family dwelling and Duplex:*

(a)	<i>With full basement or part basement including first floor</i>	\$ 910.00/m ²
(b)	<i>First storey with no basement</i>	\$ 650.00/m ²
(c)	<i>Each additional storey</i>	\$ 520.00/m ²
(d)	<i>Attached garages</i>	\$ 455.00/m ²
(e)	<i>Attached carports</i>	\$ 200.00/m ²
(f)	<i>Buildings for ancillary use greater than 10m²</i>	\$ 200.00/m ²

2. *Buildings not covered in the above values, such as Assembly, Commercial, Institutional, etc., shall be determined by a verified contract price.*

SCHEDULE "C"

OWNER'S UNDERTAKING

- Note:
1. To be submitted prior to issuance of a building permit
 2. Only an original Schedule printed by the Village of Harrison Hot Springs or an unaltered photocopy of this Schedule is to be completed and submitted.

ATTENTION: Chief Building Official

Re: Address _____

Building Permit No. _____

In consideration of the Village accepting and processing the above application for a building permit, and as required by the Village's Building Regulation Bylaw, in force from time to time, the following representations, warranties and indemnities are given to the Village.

1. That I am:
☐ The owner of the above property; or
☐ Authorized by the owner of the property described above to make this application (Agent for Owner)
2. That I have authorized:

Name (print)

Address (print)

to make application for the above permit on my behalf.

3. That I will comply with, or cause those whom I employ to comply with, the B.C. Building Code and all bylaws of the Village and other statutes and regulations in force in the Village relating to the development, work, undertaking or permission in respect of which this application is made.
4. That I understand and acknowledge that I am fully responsible for carrying out the work, or having the work carried out, in accordance with the requirements of the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, and all other Bylaws of the Village.
5. That I understand and acknowledge that neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official shall in any way constitute a representation, warranty or statement that the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, or any other bylaw of the Village has been complied with.
6. That I confirm that I have relied only on the said registered professionals for the adequacy of the plans and supporting documents submitted with this application.
7. The Village has relied and is relying exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by:

(insert name of registered professional)

_____	Architectural
_____	Structural
_____	Mechanical
_____	Plumbing
_____	Fire Suppression Systems
_____	Electrical
_____	Geotechnical – temporary
_____	Geotechnical – permanent
_____	Other (specify)

in reviewing the plans and supporting documents submitted with this application for a building permit.

8. That I understand that where used herein the words "work" or "work or undertaking in respect of which this application is made" includes all electrical, plumbing, mechanical, gas and other works necessary to complete the contemplated construction.
9. That I am authorized to give these representations, warranties, assurance and indemnities to the Village.
10. That I confirm that I have been advised that I should seek independent legal advice from a lawyer in respect of signing this schedule.

OWNER'S INFORMATION

Name (print)

Signature

Address (print)

If owner is company, affix corporate seal in space below.

The Corporate Seal of:

was hereunto affixed in the presence of:

_____ Signature of Officer)
_____ Name of Officer (print))
_____ Title of Officer (print))
_____ Signature of Officer)
_____ Name of Officer (print))
_____ Title of Officer (print))

AGENT FOR OWNER INFORMATION

Name (print)

Signature

Address (print)

Witness Information

Name (print)

Signature

Address (print)

Occupation (print)

(affix seal here)

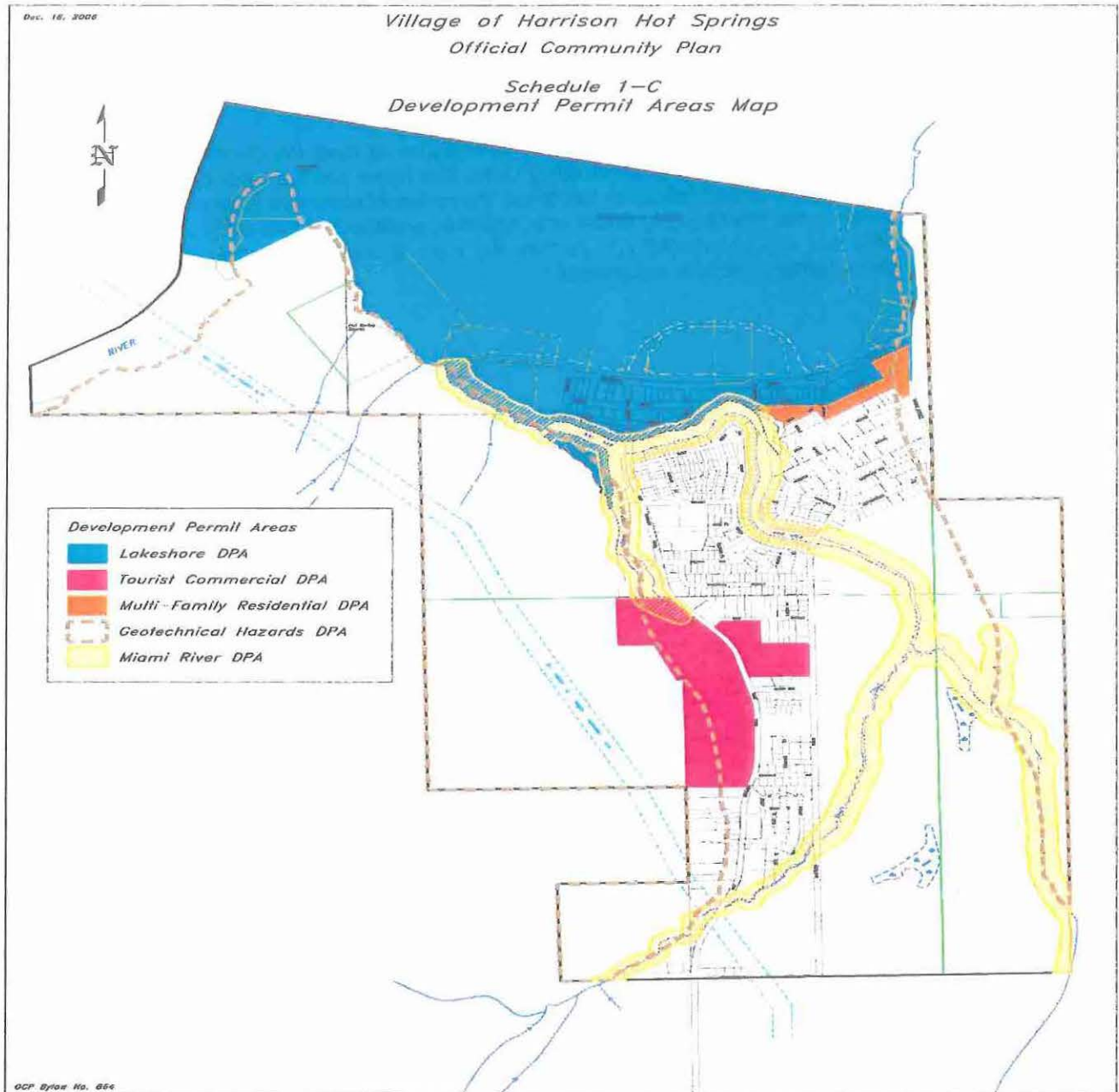
The owner or his appointed agent must sign the above. The signature must be witnessed. If the owner is a company, the corporate seal of the company must be affixed to the document in the presence of the duly authorized officers. The officers must also sign, setting for their positions in the company.

Please note the following provision from "Building Regulation Bylaw 965, 2011", in force from time to time:

"OWNER'S RESPONSIBILITY

- 31.** *Every owner, or his or her agent, must carry out construction or have the construction carried out in accordance with the requirements of the Building Code, this bylaw and the other bylaws of the Village and neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official or a registered professional relieve the owner, or his or her agent, from full and sole responsibility to perform the work in strict accordance with this bylaw, the Building Code and other applicable enactments."*

SCHEDULE "D"



Inspector's Signature: _____

NOTICE

[Information on reverse of every Permit]

It is a condition of this permit that the Owner or the Owner's Agent request all required inspections and obtain all necessary approvals required by the governing bylaw.

It is a condition of a Building Permit that the Owner or the Owner's Agent must request all required inspections and obtain all necessary approvals prior to occupancy of the whole building or part thereof in respect to work for which this permit was issued.

It is a condition of a Security deposit that all inspections required by the governing bylaw are complete and acceptable to the Inspector prior to its release.

It is an offence if the Owner, the Owner's Agent or a tenant occupy or permit a building or part thereof to be occupied prior to final inspection and approval by the Inspector.

This permit has an expiry date. It is an offence if the Owner or the Owner's Agent commences work or continues to work beyond the expiry date. Inspections requested after the expiry date are subject to the Owner or the Owner's Agent obtaining a new Building Permit. The Owner or the Owner's Agent may apply for a construction time extension prior to the permit expiry date.

The Owner or the Owner's agent should familiarize themselves with the contents of the Village of Harrison Hot Springs Building Regulation Bylaw, in force from time to time.

SCHEDULE "F"

CONFIRMATION OF REQUIRED DOCUMENTATION

Building Permit Number: _____

Note:

1. *The Confirmation of Required Documentation and all required documentation must be submitted to the Chief Building Inspector 48 hours prior to the Pre-Occupancy Coordinated Review.*
2. *The Confirmation of Required Documentation and all required documentation to be submitted in tabbed ringed binder. Tab sections per this schedule.*

	Provided	Not Applicable	
<u>TAB 1</u>	<input type="checkbox"/>	<input type="checkbox"/>	CONFIRMATION OF REQUIRED DOCUMENTATION
<u>TAB 2</u>	<input type="checkbox"/>	<input type="checkbox"/>	DIRECTORY OF PRINCIPALS (Role/Firm/Name/Telephone)
	<input type="checkbox"/>	<input type="checkbox"/>	Owner
	<input type="checkbox"/>	<input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/>	<input type="checkbox"/>	Registered Professionals
	<input type="checkbox"/>	<input type="checkbox"/>	Warranty Provided
	<input type="checkbox"/>	<input type="checkbox"/>	Licensed Builder
	<input type="checkbox"/>	<input type="checkbox"/>	Sub Contractors
<u>TAB 3</u>	<input type="checkbox"/>	<input type="checkbox"/>	LETTERS OF ASSURANCE (A, B-1, B-2, CA, CB)
	<input type="checkbox"/>	<input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/>	<input type="checkbox"/>	Architectural
	<input type="checkbox"/>	<input type="checkbox"/>	Structural
	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical
	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing
	<input type="checkbox"/>	<input type="checkbox"/>	Fire Suppression System
	<input type="checkbox"/>	<input type="checkbox"/>	Electrical
	<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Temporary
	<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Permanent
	<input type="checkbox"/>	<input type="checkbox"/>	_____ (other)
	<input type="checkbox"/>	<input type="checkbox"/>	_____ (other)
<u>TAB 4</u>	<input type="checkbox"/>	<input type="checkbox"/>	PROFESSIONAL REVIEW LETTERS
	<input type="checkbox"/>	<input type="checkbox"/>	Equivalency (Confirmation of Field Review – sealed)
	<input type="checkbox"/>	<input type="checkbox"/>	Equivalency (Confirmation of Field Review – sealed)
	<input type="checkbox"/>	<input type="checkbox"/>	Site Services – Civil Engineer
	<input type="checkbox"/>	<input type="checkbox"/>	Building Envelope Specialist
	<input type="checkbox"/>	<input type="checkbox"/>	Roofing Consultant
	<input type="checkbox"/>	<input type="checkbox"/>	Generator Test Report / Certificate
	<input type="checkbox"/>	<input type="checkbox"/>	(Other - specify) _____

- TAB 5** ☐ ☐ **FIRE ALARM**
- ☐ ☐ Fire Alarm Verification Certificate (include field work sheets)
- ☐ ☐ Letter of Signed Contract from ULC Listed Monitoring Agency
- TAB 6** ☐ ☐ **SPRINKLER SYSTEMS**
- ☐ ☐ Material and Test Certificate – Above ground piping
- ☐ ☐ Material and Test Certificate – Under ground piping
- ☐ ☐ Fire Pump Test Report
- TAB 7** ☐ ☐ **PROVINCIAL APPROVALS**
- ☐ ☐ Certificate to Operate Elevating Device (one per each device)
- ☐ ☐ Health Approval (on-site sewage disposal)
- ☐ ☐ Health Approval (food services)
- TAB 8** ☐ ☐ **VILLAGE OF HARRISON HOT SPRINGS APPROVALS**
- ☐ ☐ Sprinkler Permit – Pre-occupancy Coordinated Review
- ☐ ☐ Fire Department Acceptance (Fire Safety Plan)
- ☐ ☐ Final Inspection (Bldg Inspector– pre-occupancy review)
- ☐ ☐ Developmental Engineering Final Inspection
- ☐ ☐ Planning Technicians Final Inspection
- TAB 9** ☐ ☐ **DEFICIENCY LIST**

Submitted by Co-ordinating Registered Professional

Name (print)

Date _____

Signed

Address (print)

SCHEDULE "G"
NOTICE OF COMPLETION

This is to certify that the building and/or project on the property identified below has been constructed under the authority of **Building Permit Number** _____ and is now completed.

The issuance of this notice does not imply, nor is it intended to be, a warranty that the building complies with the Building Code, the Building Bylaw, or any other bylaw of the Village of Harrison Hot Springs.

SITE ADDRESS: _____

**LEGAL
DESCRIPTION:** _____

OWNER*: _____

BUILDER: _____

USE OF PERMIT: _____

DATE COMPLETE: _____

*Indicates "owner" on title at time of issuance of Notice of Completion

This letter does not include any approval in respect to other authorities who may be required to approve other aspects of this building, including (but not limited to) electrical wiring, gas, private sewage disposal systems or private wells.

Building Inspector

SCHEDULE "H"

VILLAGE OF HARRISON HOT SPRINGS

BUILDING DEPARTMENT

495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC V0M 1K0

Time: _____ Date: _____

**STOP WORK
ORDER**

LOCATION _____

THIS CONSTRUCTION IS IN VIOLATION OF THE VILLAGE OF HARRISON HOT SPRINGS BYLAWS AND FURTHER CONSTRUCTION SHALL NOT CONTINUE UNTIL SATISFACTORY CORRECTIONS HAVE BEEN MADE.

SHOULD ANY CONSTRUCTION CONTINUE AFTER THE POSTING OF THIS NOTICE, SUCH CONSTRUCTION MAY RESULT IN PROSECUTION.

INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED
EXCEPT WITH THE CONSENT OF THE
AUTHORITY HAVING JURISDICTION**

VILLAGE OF HARRISON HOT SPRINGS
BUILDING DEPARTMENT

495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC V0M 1K0

**NO
OCCUPANCY**

LOCATION _____

THE PERMISSION TO OCCUPY THESE PREMISES IS HEREBY
PROHIBITED UNDER THE PROVISIONS OF THE VILLAGE OF
HARRISON HOT SPRINGS BYLAWS.

ANY PERSONS OCCUPYING THESE PREMISES AFTER THE POSTING
OF THIS NOTICE ARE IN VIOLATION AND PROSECUTION MAY
RESULT.

TIME: _____ DATE: _____

INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED EXCEPT WITH THE
CONSENT OF THE AUTHORITY HAVING JURISDICTION**



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 967

A bylaw to regulate connections to the Village water system, to impose water connection charges and to establish user fees

WHEREAS, the Village of Harrison Hot Springs owns and operates a municipal water system and has deemed it advisable to establish a bylaw to make provisions for the regulation of connection to the municipal water system and to impose connection charges and user fees;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Water Regulation Bylaw No. 967, 2011".

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2. DEFINITIONS

2.1 In this Bylaw:

"Applicant" means a person or their duly authorized agent who applies for a service connection.

"Backflow" means the flow of water or other liquids, gases or solids from any source in the opposite direction to normal or intended flow.

"Collector" means the Collector of Taxes of the Village of Harrison Hot Springs and unless otherwise specified this shall be the Director of Finance.

"Council" means the Council of the Village of Harrison Hot Springs.

"Curb Stop" means the control valve located on a service connection at the property line of premises served by a service connection.

"Engineer" means a professional engineer registered in BC appointed by Council to act as the Village's Engineer or his designate or a number of staff appointed by Council.

“Parcel” means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway.

“Premises” means any building or buildings capable of being used or occupied by any person.

“Residential” means any service connection to the Village water system from premises that are used exclusively for one or two family dwelling units.

“Service Connection” means a pipe connecting a water main to a parcel.

“Operations Manager” means the Operations Manager or his alternate, or another person appointed by the Chief Administrative Officer to act as Operations Manager.

“Swimming Pool” means any constructed or prefabricated pool used or intended to be used for swimming, bathing, or wading, having a surface area exceeding 13.9 m.sq (150 sq.ft.) or a depth exceeding 0.48m (18 inches).

“Use” means the purpose for which any lot, building or structure is designed, arranged or intended, or for which it is occupied or maintained.

“User Rate” means any fee or sum paid for any water system supplied or made available from the water system.

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“Village” means the Village of Harrison Hot Springs.

“Water Main” means a pipe, including valves and other appurtenances in the water system other than a service connection.

“Water System” means all water works and all appurtenances thereto, including water mains, service connections, pumping stations, treatments plants, valves and fire hydrants laid within any highways, municipal rights-of-ways or easements and owned and operated by the Village

3. GENERAL PROVISIONS

- 3.1 All water pipes and appurtenances on a parcel shall be constructed by and at the expense of the owner.
- 3.2 It shall be the duty of every owner to notify the Operations Manager of any leak, breakage or manifest irregularity with the water connection or water line on the parcel.
- 3.3 In the event of a leak, breakage or other manifest irregularity on a parcel, the Village by its workers may shut off the water system to the parcel until such time

as the leak, breakage or manifest irregularity has been repaired, to the satisfaction of the Operations Manager. The expense of the repair shall be borne by the owner and no person shall have any claim against the Village by reason of the shutting off of the municipal water service.

- 3.4 Every property owner shall keep their water pipes and fittings in good order and repair. Where a premise is vacated the stopcock on the inside of the building shall be turned off by the owner or his agent.
- 3.5 Where steam or hot water boilers or other appurtenances are fed pressure directly from the Village water mains, the Village shall not be responsible or liable for any injury or damage which may occur from any excess or lack of pressure.
- 3.6 Nothing contained in the bylaw shall be constructed to impose any liability upon the Village to provide a continuous supply of water to any person or parcel. The Village reserves the right to shut off water to any parcel without giving notice, for reasons contained in this bylaw. The Village also reserves the right to prohibit or regulate the use of lawn sprinklers at any time
- 3.7 The Village shall not be liable for any loss or damage whatsoever arising from the failure of water supplies in consequence of any accident to the water system, or the temporary stoppage of water on account of alterations or repairs, whether such failure arises from the negligence of any person in the employ of the Village or Act of God.
- 3.8 Where water supply to a parcel may be accessible by two or more water mains the Engineer shall determine the main from which service shall be given.
- 3.9 Where an owner requires an installation of a service line across or through another parcel the owner must in addition to the requirements set out by the Village, obtain at the owner's cost an easement or other required authorization, permission or approval for the installation and must deliver to the Village at the time of application written documentation of their registration at Land Titles.
- 3.10 No connection shall serve more than one parcel and for the purpose of this bylaw a condominium or townhouse complex, recreation, or RV Park or strata development consisting of more than two parcels shall be considered one parcel.
- 3.11 No person shall obstruct or prevent Village staff from carrying on all or any provisions of this bylaw with respect to private property, nor shall any person refuse to grant the Village Staff permission to enter onto private property to inspect pursuant to this bylaw.

- 3.12 The Village does not guarantee pressure, continuous supply of water or accept responsibility at any time for the maintenance, the pressure in its water mains or for increases or decreases in pressure. The Village reserves the right at any and all times without notice to change operating water pressure and to shut off a supply for the purpose of making repairs, extension, alterations or improvements to the system.
- 3.13 Temporary use of the water service connection for construction purposes may be permitted subject to the issuance of temporary water service permit and the payment of applicable fee as contained in Schedule "A". Prior to use of the water for construction the owner must ensure adequate protection be made to prevent backflow into the Village's water works by installing a dual check backflow preventer. The water service connection shall only be turned on after the Village has inspected the service and confirmed that the required back flow prevention device has been correctly installed.
- 3.14 Nothing in this bylaw shall obligate the Village to supply water to any parcel where in the opinion of the Engineer, the cost of laying water mains or water service connections to the property would be prohibited or create an excessive burden upon the resources of the system.
- 3.15 Where the Village determines not to provide a supply of water to a parcel due to cost alone and sufficient capacity exists to provide service to the property the owner may subject to the approval of the Chief Administrative Officer pay the Village for the cost of extension of the water service and connection to the parcel.

4. SERVICE CONNECTION AND DISCONNECTION

- 4.1 Every water service connection, pipe and facility in, on or under a highway or statutory right-of-way which carries or is designed to carry water from the Village's watermain to a parcel is the property of the Village.
- 4.2 After a water service is available to any class of property, the owner must make application to connect within one year after completion of that water main extension project. If the owner does not connect, a user fee will be applied against that property, on the same basis of other properties connected to the Village's water system. The Village may at its discretion, enter onto the property to provide the service connection.
- 4.3 Where the owner, or his agent, of a parcel of real property desires to have his premises connected with the water supply system of the Village the owner shall make an application at the Village Office on the prescribed form, and no connection shall be made to the parcel until the application has been approved

by the Village. The Village shall determine the position of every service connection and in doing so, may defer so far as may be practicable to the requirements of the applicant.

- 4.4 The charges applicable for a service connection are as set out in Schedule "A", attached hereto and forming part of this Bylaw and shall be paid to the Village prior to a connection being made.
- 4.5 The charges for a disconnection or water turn on/off are as set out in Schedule "A" attached hereto and forming part of this bylaw and shall be paid to the Village prior to the work being undertaken.
- 4.6 For the purpose of this bylaw, the Engineer shall have charge and control of all properties and works in connection with the water system and of all engineering and mechanical work in relation thereto.
- 4.7 A connection shall not be made if, in the opinion of the Engineer, the water system is incapable of handling the supply demands of the parcel or where the works on the parcel do not conform with the requirements of this bylaw.
- 4.8 No person except a duly authorized agent or employee of the Village shall tap or make connection with any water main of the Water System, and no person shall tamper with, destroy, or obstruct the access to any part of the Water System, turn off valve, service pipe or curb stop.
- 4.9 All property owners or occupiers shall keep their service pipes and other plumbing fixtures on their parcel in good repair and order, at their own expense.

5. PROVISIONS OF CONNECTION

Every water service connection which is to be connected to the Village's water system must be approved by the Operations Manager and must be installed by the owner at the owner's cost subject to the following provisions:

- 5.1 The pipe must be of sufficient size to provide adequate service as determined by the operations manager, but in no case, subject less than 19 mm in diameter.
- 5.2 The installation of the service must include a curbstop and drain approved by the Operations Manager.
- 5.3 At the request of the Operations Manager the owner must provide a pressure reducing valve for each connection to the parcel.
- 5.4 No water service connection, service line or fitting shall be covered until the installation has been inspected and accepted by the Village. If a service

connection has been covered prior to inspection the owner shall when requested by the Village uncover the work so that it may be inspected.

- 5.5 A service line must comply with all requirements of a contamination cross connection and backflow prevention section of this bylaw.
- 5.6 If a service connection has been covered prior to inspection the owner shall when requested by the Village uncover the work so that it may be inspected.

6. INSPECTION

- 6.1 The owner, or his agent, shall notify the Operations Manager when any water connection or other work carried out under the provisions of this bylaw is ready for inspection and no water connection or such other work shall be covered until it has been inspected and approved by the Operations Manager.
- 6.2 The water connection shall include an inspection fee as contained in Schedule "A".
- 6.3 The owner, or his agent, shall test any existing plumbing on the parcel for water-tightness and submit a report to the Village from a qualified person as approved by the Village. The test shall be made by boosting the pressure in the water line on the parcel to 1035 kPa (150 psi). The owner's system may be proven acceptable if there are no leaks, breakages, or manifest irregularities during the testing of the system.
- 6.4 Where the Operations Manager finds that the materials or workmanship of a water line installation on private property are defective or otherwise not in accordance with the provisions of this bylaw, or the provisions of the British Columbia Plumbing Code he shall so notify the owner who shall forthwith replace the defective material or correct the faulty workmanship, and notify the Operations Manager when the installation is again ready for inspection.

7. SPECIFICATIONS FOR INSTALLATION

- 7.1 Each parcel shall be separately and independently connected to the municipal water system, unless otherwise provided for in this Bylaw.
- 7.2 In constructing a water service on any parcel, the provisions of the BC Plumbing Code shall apply, provided that:
 - (a) Only copper or plastic pipe and fittings, as approved by the British Columbia Plumbing Code, shall be used in the construction of the water connection,

- (b) The minimum size of a water line on a parcel shall be 19 mm,
- (c) Every building, structure, or facility to which the municipal water service is to be connected shall have an internal shut off valve with good accessibility, and.
- (d) The minimum depth for burial of a water service line shall be 1.2m.

8. WATER METERS

- 8.1 The Village may, on any parcel, install a water meter to measure the consumption of water upon that parcel. The location of that water meter will be determined by the Operations Manager and all water meters shall remain the property of the Village.
- 8.2 Where in the opinion of the Operations Manager, replacement or repair of any meter is required due to the negligence, carelessness or willful damage of the owner/occupier of the parcel the cost of repair or replacement shall be charged to the owner or occupier.
- 8.3 Where the Village determines that a water meter has for any reason failed to correctly indicate the quantity of water passing through it, the Village will charge for the water according to the average consumption for the six months proceeding the current billing period and may repair or replace the meter at its discretion.
- 8.4 An owner may request, in writing to test the water meter and must pay a deposit as set out in Schedule "A" of this bylaw. The Operations Manager shall have the water meter removed and tested and provide another temporary water meter in its place.
- 8.5 Where the water meter is tested pursuant to Section 8.4 and where the test indicates:
 - (a) the error in measurement passing through the meter is in excess of 5% in favour of the Village, the deposit shall be refunded to the owner, a correct registering meter shall be installed and the owner's account shall be adjusted accordingly or;
 - (b) an accurate measurement or error in favour of the owner, the total amount of the deposit shall be retained by the Village to cover the cost of testing.
- 8.6 The location of water meters shall be included on all new construction plans and a water meter shall be installed for all service connections. The size of the water meter shall be determined by the Operations Manager.

- 8.7 The cost of meters installed in the Water System is included in the connection fee.
- 8.8 Every meter shall be installed pursuant to Village specifications and Village employees shall have access, during reasonable hours, to the premises of every property owner for the inspection of and reading of meters and all appurtenances connected with any service.
- 8.9 No person shall tamper with any meter or pipes connected thereto, or break meter or valve seals, so as to interfere with the recording of the quantity of water supplied to any parcel.

9. CONTAMINATION, CROSS-CONNECTION & BACK FLOW PREVENTION

- 9.1 If the Engineer determines that there exists a connection or cross-connection prohibited by this bylaw which is a risk to the Village's water system or public health, the Engineer may:
 - (a) give written notice to the owner to correct the water service connection or cross-connection at the expense of the owner within the time specified in the notice.
 - (b) disconnect the water service connection in accordance with the provisions of the *Community Charter*.
 - (c) direct the owner to correct the fault in the time specified by the Engineer or directing the owner to install an approved backflow prevention device on any service line or internal plumbing within the time period specified by the Engineer and the cost of this installation shall be borne by the owner.
- 9.2 Where the Engineer determines that a connection or cross connection prohibited by this bylaw places any person at immediate risk or if the owner fails to correct the connection or cross-connection as required by this bylaw the Engineer may order the immediate disconnection of the supply of water without prior notice until such time as the connection or cross-connection is corrected to the satisfaction of the Engineer. The owner must pay any fee pursuant to Schedule "A". No person shall connect, cause to be connected or allow to remain connected to any piping fixture, fitting, container or appliance in a manner which under any circumstances may allow water, waste water or any harmful liquid gas or substance to enter the Village's water system.
- 9.3 Where an approved backflow prevention device is required to be installed it must be approved by the Engineer.

9.4 The owner of any parcel of which an approved backflow prevention device exists or is installed pursuant to the requirements of the bylaw must:

- (a) Maintain the approved backflow prevention device in proper working order at all times.
- (b) Have the backflow prevention device tested upon installation and submit a report to the Engineer for approval thereafter annually or more often if required by the Engineer.

9.5 If any test of a backflow prevention device shows that such back flow prevention device is not in good working order the Engineer shall give notice to the owner to make necessary repairs or to replace the device within ninety-six hours and the water service shall not be activated for use until the private plumbing system has been approved by the Engineer.

9.6 No temporary water piping shall be installed or operated on Village highways to carry potable water or waste water without approval of the Operations Manager.

10. LIMITS OF WATER SERVICE

10.1 As part of the Village water conservation program water use will be restricted during the period of June to September of each year or other months as approved by Council resolution.

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11. RESTRICTIONS IN USE

11.1 In times of water shortage, the Council may by resolution impose such restrictions upon the use of water as may be necessary to insure adequate service throughout the Village.

11.2 Any person found in contravention of any restriction imposed by Sections 10.1 or 11.1 shall be deemed to be in violation of the provisions of this bylaw and shall be subject to the penalties herein contained.

11.3 Where the Engineer deems that it is in the public interest that he direct that:

- a) the supply of water be reduced or discontinued until in the opinion of the Engineer it is advisable to restore water service.
- b) the supply of water to any parcel may be refused if in the opinion of the Engineer, the facility is not properly constructed or protected.

12. USER FEES

- 12.1 Upon connection to the Water System, an owner shall become liable to pay water user fees in the amount as set out in Schedule "A" in respect of each parcel to which the water system is connected.
- 12.2 Where a connection or reconnection to the Water System is made during any year, the user fee imposed shall be calculated on a per month basis for that year. When the connection is completed and inspected before the 15th of the month the full month will be charged. When the connection is completed and inspected on or after the 15th of the month the fee shall be 50% of the calculated monthly charge as set out in Schedule "A".
- 12.3 Water user rates for Residential users shall be due and payable on an annual basis, on or before the property tax due date in each year at the office of the Collector.
- 12.4 Water user rates for metered rate users shall be due and payable on a quarterly basis, at the office of the Collector. Meters will be read and invoiced at the end of March, June, September, and December in each year.
- 12.5 The owner shall pay a penalty of 10% of any user rate charge that remains unpaid after the due date.
- 12.6 Any water user fee remaining unpaid at December 31st shall be deemed to be taxes in arrears shall be entered on the real property tax roll by the Collector.

13. PROHIBITIONS

No person shall:

- (a) Destroy, damage, interfere or tamper with, or allow or cause to be interfered or tampered with, any valve, stopcock, pipe or water system appurtenances, nor in any way interfere with any staff member of the Village.
- (b) make any connection, disconnection or reconnection to the water system without first receiving written consent from the Village.
- (c) permit the sale or use of water except for the purpose for which the municipal water was provided to the parcel.
- (d) where a water meter has been installed access to or take water in any manner as to avoid or alter the measurement or the reading of the water meter.

16.2 The Staff or other authorized person is hereby authorized at all reasonable times to enter on any parcel that is subject to regulations under this Bylaw to ascertain whether the regulation or directions under this bylaw are being observed.

16.3 The Council may upon recommendation of the Engineer, throttle or entirely discontinue the supply of water when a property owner or occupier has been found to be violating any of the provisions of this Bylaw, or when the public interest requires such action after the person has been given notice.

17. SEVERABILITY

17.1 If any section, subsection, sentence, clause or phrase in this Bylaw is for any reason held to be invalid by a decision of any Court or competent jurisdiction, the invalid portion shall be served and the decision that it is invalid shall not affect the validity of the remaining portions of the Bylaw.

18. REPEAL

(a) "The Corporation of the Village of Harrison Hot Springs Bylaw No.549 and amendments and any reference to a fee in Bylaw 940 are hereby repealed.

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19. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2011

READ A SECOND TIME THIS DAY OF , 2011

READ A THIRD TIME THIS DAY OF , 2011

ADOPTED THIS DAY OF , 2011

Mayor

Corporate Officer

SCHEDULE "A"

WATER CONNECTION FEE

- | | | |
|----|---------------------------|---|
| 1. | Single Family | \$1500.00 plus tax |
| 2. | Duplex (each unit) | \$1500.00 plus tax |
| 3. | Multi-Family & Commercial | Actual cost plus tax
(\$1500.00 deposit) |

METRE TEST

- | | | |
|----|-------------|-----------|
| 1. | Residential | \$ 150.00 |
| 2. | Commercial | \$ 250.00 |

DISCONNECTION FEE

- | | | |
|----|-----------------------|-----------|
| 1. | Disconnection Fee | \$ 150.00 |
| 2. | Inspection | \$ 50.00 |
| 3. | Water Turn on/off Fee | \$ 50.00 |

WATER USER RATES

- | | | |
|----|--|-----------|
| 1. | Residential Flat Rate | \$ 311.00 |
| 2. | Residential swimming pool | \$ 311.00 |
| 3. | Commercial Metered user rate (per cubic meter) | \$ 0.51 |



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 968**

**A bylaw to authorize the expenditure of monies in the Sewage Treatment Plant
Replacement Reserve Fund**

WHEREAS under the provisions of Section 189 of the *Community Charter* the Council of the Village of Harrison Hot Springs may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under Bylaw No. 685, 1996 for the purposes set out in that bylaw;

1. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Sewage Treatment Plant Replacement Reserve Fund Expenditure Bylaw No. 968, 2011."

AND WHEREAS there is an unappropriated balance in the Village of Harrison Hot Springs Sewage Treatment Plant Replacement Reserve Fund as at December 31, 2010 in the amount of \$1,459,260.95.

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

1. The sum of one million three hundred thousand dollars (\$1,300,000.00) is hereby appropriated from the Sewage Treatment Plant Replacement Reserve Fund for the purpose of upgrades to the Sewage Treatment Plant.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS 14th DAY OF MARCH, 2011

READ A SECOND TIME THIS 14th DAY OF MARCH, 2011

READ A THIRD TIME THIS 14th DAY OF MARCH, 2011

ADOPTED THIS DAY OF _____, 2011

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 961

A bylaw to amend Village of Harrison Hot Springs Official Community Plan Bylaw No. 864

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

AND WHEREAS Village of Harrison Hot Springs Official Community Plan Bylaw No. 864 contemplated that a Neighbourhood Plan would be prepared for Neighbourhood Planning Area 2 – Echo Avenue and Eagle Street;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011".

II. AMENDMENT

1. That the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended to include the following:
 - a) Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) attached to this Bylaw as Schedule "A".
2. That Schedule "A" of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended as follows:
 - a) Add references to Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) in Section 1.2; and
 - b) Delete Section 3.2.4 and replace it with the following:
 "To consider the potential redevelopment of **Neighbourhood Planning Area 2** as shown on Figure 1 - **Neighbourhood Planning Areas**, that is in accordance with the Neighbourhood Plan – Echo Avenue and Eagle Street attached as Schedule 1-F."
3. That Schedule 1 – B of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by deleting the **Lakeshore Residential** and **Low Density Residential** land use designations and replacing them with "**Subject to Schedule 1 – F (Neighbourhood Plan)**" as identified in Schedule "B" of this Bylaw.

4. That Schedule 1 – C of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by including the area shown in bold outline as identified in Schedule "C" of this Bylaw within the **Multi Family Residential Development Permit Area**.

III. READINGS AND ADOPTION

READ A FIRST TIME THIS 17th DAY OF JANUARY, 2011

READ A SECOND TIME THIS 14th DAY OF MARCH, 2011

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2011

READ A THIRD TIME THIS DAY OF , 2011

ADOPTED THIS DAY OF , 2011.

Mayor

Corporate Officer

Schedule "A" to Bylaw 961, 2011

SCHEDULE 1 – F

NEIGHBOURHOOD PLAN ECHO AVENUE AND EAGLE STREET AREA

A. BACKGROUND AND PURPOSE

The Village's Official Community Plan (OCP) designates the area bounded by Lillooet Avenue to the north, Mount Street to the east, Echo Avenue to the south, and Miami Creek to the west as **Neighbourhood Planning Area 2**. Section 3.2.4 of the OCP speaks to **Neighbourhood Planning Area 2** by indicating that the area has the potential to accommodate medium density multi family development by extending the Lakeshore Residential area designation southward provided that the redesignation takes place on the basis of a comprehensive development proposal that addresses the overall area.

B. PLANNING AREA STATISTICS

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The following general information is provided for the planning area:

- 1) Size of Area: 5.5 ha (13.5 acres)
- 2) Number of Existing Lots: 46
- 3) Current Zoning: Primarily R-2 (Two Family Residential)
 2 lots: R-4 (Multi Family Residential - Medium
 Density)
 2 lots: P-1 (Community Institutional)
- 4) Existing Municipal Services: Municipal water and sewer

C. PLANNING CONTEXT AND ISSUES

Neighbourhood Planning Area 2 has been identified in the Official Community Plan as an area that could transition from a predominantly single family area with smaller older homes to an area with a series of medium density multi-family residential buildings. This neighbourhood is in close proximity to the Village's primary commercial area and Harrison Lake. Consistent with current sustainability principles, the increase in density of this neighbourhood is seen as an opportunity to promote a more walkable community enabling more people to live close to the beach and community's major amenities. The challenge for the Village in planning for the redevelopment of an

existing established residential neighbourhood is the consideration of the following issues:

- 1) is the infrastructure capable of accommodating an increase in development?;
- 2) what can be done to mitigate the impacts of a neighbourhood in transition?;
- 3) will people be displaced if older housing is replaced with new housing?;
- 4) can the older homes co-exist with new development?;
- 5) will the densities be high enough to enable a developer to purchase land at a price that will be acceptable to the existing property owner?;
- 6) what are the important design features for the new housing?; and
- 7) what features can be integrated in the design of the area that would promote sustainability?

D. PLANNING PRINCIPLES

In an attempt to address the above noted issues, the redevelopment of **Neighbourhood Planning Area 2** shall respect the following planning principles:

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- 1) The change of use and density of the neighbourhood shall respect the character of the single family neighbourhood on the south side of Echo Avenue.
- 2) To facilitate the efficient redevelopment of properties, the assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.
- 3) Density of development shall decrease as the distance from the lake increases.
- 4) New development shall be designed to cater to full time residents as opposed to part time residents.
- 5) Development proposals shall identify the manner in which existing residents who may be displaced will be housed elsewhere.
- 6) If necessary, new zones will be created to accommodate innovative development proposals.
- 7) Density bonuses will be considered for development projects that provide:
 - a) rental housing or have some units owned and operated by a housing society;

- b) community amenities either within the neighbourhood or elsewhere within the Village;
- c) green building elements that promote energy and water conservation; and
- d) tangible opportunities for promoting alternative modes of transportation.

8) Infrastructure upgrades shall be the responsibility of the developer.

E. LAND USE CONCEPT

A number of land use options were considered in the preparation of the **Neighbourhood Plan**. They differed with respect to the amount and location of small (400 square meters) and conventional lots (557 - 697 square meters), and multi family dwellings (townhouses and low rise apartments). The land use concept for the **Neighbourhood Plan** is outlined in **Appendix A**, the highlights of which are as follows:

- ☐ the land fronting Lillooet Avenue and Eagle Street is designated for multi-family residential development;
- ☐ the land on the north side of Echo between Spruce and Mount is intended to remain single family in character accommodating smaller lots and / or a second smaller dwelling such as a cottage or coach house;
- ☐ the church on the south side of Lillooet would remain as part of the neighbourhood;
- ☐ Bear Avenue between Eagle and Spruce could be closed;
- ☐ the park along the Miami River would be linked to a new park at the intersection of Spruce and Lillooet that would serve the local park needs of the neighbourhood.

Based upon an average density of 30 units per hectare (12 units per acre), it is estimated that the maximum number of new dwelling units would be in the 120 - 150 unit range.

F. POLICY FRAMEWORK

Council will utilize the following policies in guiding the development of land within the planning area:

1. Land Use and Density

- a) The land within the **Neighbourhood Plan** shall be developed primarily as a residential neighbourhood. Commercial development as part of a mixed commercial / residential project will be accommodated on a small section of the south side of Lillooet Avenue between the Miami River park and Eagle Street. The church on the south side of Lillooet Avenue shall be retained adding diversity to the neighbourhood.
- b) Within the **Neighbourhood Plan**, a mix of single family and multi family forms of residential development may be accommodated based upon the following maximum density limits:
 - i) Small residential lot – 400 sq. m. (4306 sq. ft.) minimum lot size with a 12 meter wide frontage except for panhandle lots;
 - ii) Conventional residential lot – 557 sq. m. (6000 sq. ft.) minimum lot size
 - iii) Low density multi family residential (townhouse –maximum 35 units / ha. (14 units / acre)
 - iv) Medium density multi family residential (low rise apartment – maximum 74 units / ha. (30 units / acre).
- c) The multi family site designated at the east end of Echo Avenue along Mount Road shall be developed in such a manner that vehicular access shall be arranged off of Lillooet Avenue and not Echo.
- d) For the lots on the north side of Echo Avenue designated Single Family, new zoning regulations shall be considered that will accommodate small cottages or guest houses in the rear portion of a lot, their size and siting to respect the single family character of the street.
- e) The Village will consider innovative zoning regulations to retain the character house at the north-west corner of Echo and Eagle.
- f) Secondary suites shall be accommodated within houses on conventional single family lots subject to an amendment to the Zoning Bylaw.
- g) To facilitate the efficient redevelopment of the lands for multi family housing, assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.

- i) Individual rezoning applications shall demonstrate the manner in which the proposed development will tie into adjacent lands or proposed development and to the neighbourhood as a whole.
- j) Rezoning applications for new development that would result in affordable housing opportunities for seniors or young families and that would be constructed to a higher than normal standard with green building technology will be favourably considered.

2. Building Design and Landscaping

- a) Multi family residential development shall be included within Multi Family Residential Development Permit Area No. 3 and shall be subject to the applicable guidelines.
- b) Upon rezoning, small lot residential subdivision shall be the subject of development permit guidelines which shall be prepared in conjunction with the rezoning application.

3. Transportation and Access

- a) No new public roads shall be developed within the neighbourhood.
- b) The east end of Echo Road shall continue as a cul de sac and Mount Road between Lillooet and Echo will not be developed as a connecting road.
- c) Bear Avenue may be closed and disposed of to the adjoining properties when redevelopment takes place, but a trail link shall be maintained between the Miami River trail and the new park at Spruce Street.
- d) Spruce Street may be closed and converted into a neighbourhood park. That portion of Spruce Street that connects to Echo could be sold off as a single family lot, but in no way will any existing houses lose their driveway accesses.

4. Parks and Trails

- a) A new neighbourhood park utilizing the Spruce Street and Bear Avenue rights of way shall be created and connected to the residential areas with trails where possible.
- b) As a condition of rezoning, developers will be required to make financial contributions towards the development of the Spruce Street Park.

- c) The trails along the east side of the Miami River and within the Mount Street road allowance shall continue to provide important north – south trail linkages.

5. Infrastructure

- a) Although the Village wide water, sewer, and road systems are considered adequate for new development in the planning area, the adequacy of the existing on-site infrastructure to service new development shall be determined prior to rezoning the lands.
- b) Any required off-site, on-site, or upgrading of existing road frontages shall be the responsibility of the developer and shall be secured at the time of rezoning or subdivision as the case may be.

6. Environment and Hazard Land

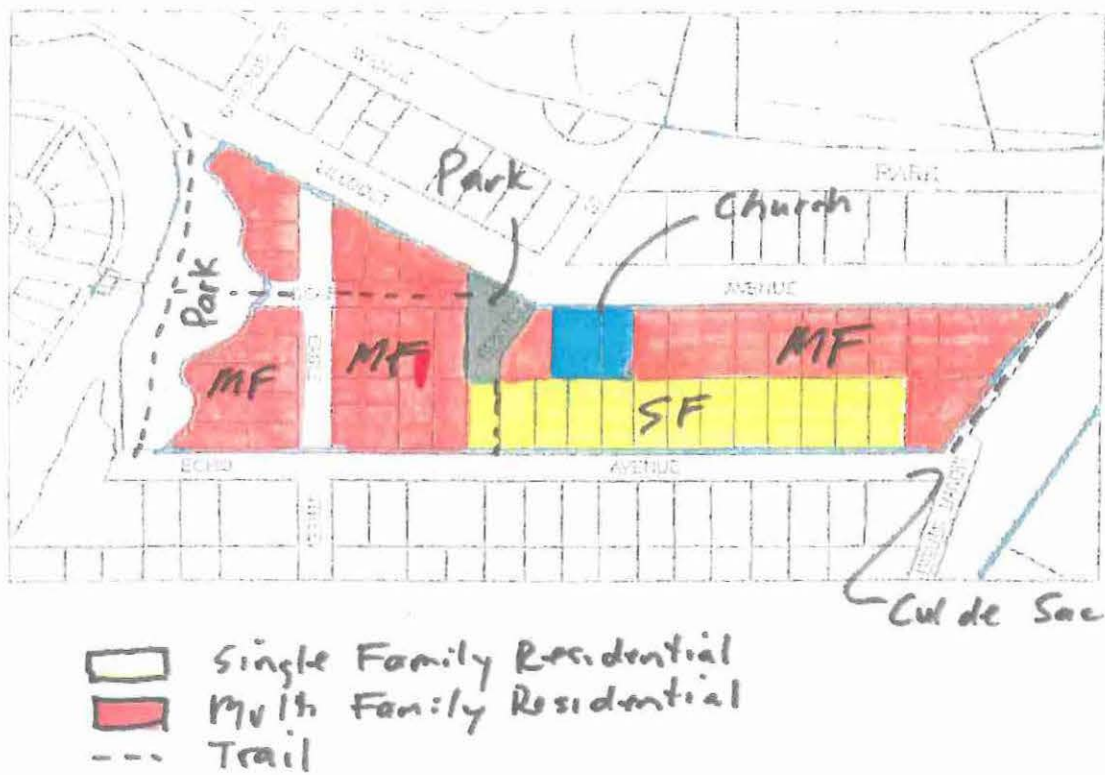
- a) Although there are no significant environmental features within the area, the Village shall encourage developers to retain mature trees where possible subject to the preparation of an arborist report.
- b) Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces.
- c) All development shall conform to applicable flood protection requirements.
- d) Redevelopment of the sites at the far east end of the Neighbourhood Plan area shall be subject to the applicable guidelines within the Geotechnical Hazards Development Permit Area No 4.

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G. CONCLUSION

The Neighbourhood Plan has been devised in accordance with a series of planning principles that are consistent with best management practices related to sustainability. The density and housing form that has been established will enable the neighbourhood to provide a gradual transition from the higher density area along the lake to the single family neighbourhood to the south. It is anticipated that the changes to the neighbourhood will take place over time.

APPENDIX A LAND USE CONCEPT



Schedule "B" to Bylaw 961, 2011

