



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, April 16, 2018
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER	
Meeting called to order by Mayor Facio.	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF COUNCIL MINUTES	
(a) THAT the Minutes of the Regular Council Meeting held on April 3, 2018 be adopted.	Item 4(a) Page 1
(b) THAT the Record of Public Hearing of the Zoning Bylaw No. 1115, 2017 be adopted.	Item 4(b) Page 7
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	
iv. Correspondence	
7. DELEGATIONS/PETITIONS	
(a) BDO Canada LLP, Bill Cox RE: 2017 Audited Financials	Item 7(a)
(b) RCMP Superintendent, Bryon Massie RE: Introduction	Item 7(b)

8. CORRESPONDENCE

- | | |
|---|----------------------|
| (a) Letter dated April 5, 2018 from Tourism Harrison | Item 8(a)
Page 11 |
| (b) Letter dated April 8, 2018 from Linda Nickerson | Item 8(b)
Page 13 |
| (c) Letter dated April 9, 2018 from Judith Barron and Dennis Hill | Item 8(c)
Page 15 |
| (d) Letter dated April 9, 2018 from Lauren Mitchell | Item 8(d)
Page 17 |

9. BUSINESS ARISING FROM CORRESPONDENCE

10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

- | | |
|--|------------------------|
| (a) Report of the Financial Officer, Tracey Jones – April 4, 2018
Re: 2017 Audited Financial Statements | Item 12 (a)
Page 23 |
| <p><u>Recommendation</u></p> <p>THAT the 2017 Financial Statements of the Village of Harrison Hot Springs be adopted;</p> <p>AND THAT the Independent Auditor's Report be received;</p> <p>AND THAT the Independent Auditor's Report be attached to the approved Financial Statements of the Village of Harrison Hot Springs.</p> | |
| (b) Report of the Financial Officer, Tracey Jones – April 4, 2018
Re: Tax Rate Bylaw No. 1120, 2018 | Item 12 (b)
Page 69 |
| <p><u>Recommendation</u></p> <p>That Tax Rate Bylaw No. 1120, 2018 be given first, second and third reading.</p> | |
| (c) Report of the Planning Consultant, Ken Cossey – April 4, 2018
Re: Development Variance Permit for 628 McCombs Drive | Item 12 (c)
Page 77 |
| <p><u>Recommendation</u></p> <p>That Development Variance Permit DVP 01/18 be issued to 1073980 BC Limited for the property located at 628 McCombs Drive, Harrison Hot Springs for land legally described as:</p> <p>Lot D Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 68500 (PID 030-101-409)</p> | |

(d) Report of the Community Service Manager, Chelsea Woolhouse – April 11, 2018
Re: Age-Friendly Committee Community Events

Item 12 (d)
Page 83

Recommendation

THAT spending of up to \$500 from the Age-Friendly budget be approved to fund a second Tech Savvy learning session as supported by the 2018 - 2022 Financial Plan; and,

THAT spending of up to \$700 from the Age-Friendly budget be approved to fund a financial presentation as part of a community speaker series as supported by the 2018 - 2022 Financial Plan.

(e) Report of the Chief Administrative Officer – April 11, 2018
Re: Prohibition of Indoor Wood Burning Appliances

Item 12 (e)
Page 85

Recommendation

THAT staff prepare a bylaw to prohibit the installation of indoor wood burning appliances within the Village of Harrison Hot Springs.

(f) Report of the Planning Consultant, Ken Cossey – April 11, 2018
Re: Zoning Bylaw No. 1115, 2017 – Public Hearing and referral comments

Item 12 (f)
Page 87

Recommendation

1. THAT Staff be authorized to change the term Natural Grade, contained within the Building Height definition to Finished Grade throughout Bylaw No. 1115, 2017;
2. THAT the current diagram [illustration A, see report] be replaced with the above new diagram [illustration B, see report];
3. THAT Staff be authorized to change the 3.0 M figure as outlined in Section 3.8(a) of Bylaw No. 1115, 2017 to 0.3 M;
4. THAT Staff be authorized to change the smallest C-4 zone, located in the northeastern portion of the proposed zoning map, to P-1; and
5. THAT Staff be authorized to create a floodplain map as Schedule B and that it be attached to Bylaw No. 1115, 2017.

13. BYLAWS

14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)

15. ADJOURNMENT



4(a)

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

DATE: April 3, 2018
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
Councillor John Buckley
Councillor Sonja Reyerse
Councillor Samantha Piper
Councillor John Hansen

Chief Administrative Officer, Madeline McDonald
Deputy Chief Administrative Officer/Corporate Officer, Debra Key
Planning Consultant, Ken Cossey

ABSENT:

Recording Secretary: Nicole Sather

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

The Corporate Officer advised that the Agenda should read "...Tuesday, April 3, 2018..."

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT the agenda be approved as amended.

CARRIED
UNANIMOUSLY
RC-2018-04-01

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the minutes of the Regular Council Meeting held on March 19, 2018 be adopted as amended.

Errors and Omissions

Page 2, section 9, first paragraph, sentence should read "...outlining the *untended consequences*..."

Page 4, section 12(c), the report should read "...the *Infrastructure Manager, Troy Davis*..."

CARRIED
UNANIMOUSLY
RC-2018-04-02

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CONSENT AGENDA**

i. Bylaws

ii. Agreements

iii. Committee/
Commission
Minutes

iv.
Correspondence

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

10. **REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE
AND COMMISSIONS**

Councillor Piper

- Attended Tourism Harrison grand opening of the Sasquatch Museum on March 22, 2018.
- Attended the Public Hearing on March 26, 2018.
- Attended the Ministry of Transportation and Infrastructure Open House regarding the Highway 7 and Highway 9 improvements.

Councillor Buckley

- Attended Tourism Harrison grand opening of the Sasquatch Museum on March 22, 2018.
- Attended the Public Hearing on March 26, 2018.

11. **REPORTS FROM MAYOR LEO FACIO**

- Reported that a Notice of Work Permit application under the *Mines Act* was posted for lands located at 3628 Hot Springs Road for a mine plan. As the works are proposed within lands in the adjacent municipality, concerns were raised regarding the proposed work relating to noise, blasting, traffic and environmental degradation.

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT a letter outlining Council's concerns about the new construction aggregate mine, proposed to be developed at 3628 Hot Springs Road, be sent to the Chief Inspector of Mines, and that the Village request a copy of the proposed mine plan which was submitted to the Province as part of the application process; and

THAT a copy of the letter be forwarded to the District of Kent

**CARRIED
UNANIMOUSLY**
RC-2018-04-03

- Received a thank you letter from the Harrison Festival Society in regards to funding received through a grant application.
- Reported on the Fraser Valley Regional Gas Tax Strategic Priorities Fund grant.
- Reported on the free medical information session to be held on April 24, 2018 in Agassiz.
- Reported on the proposed exemption from the speculation tax.
- Reported on the Order of British Columbia nomination deadline of April 16, 2018.
- Attended Tourism Harrison grand opening of the Sasquatch Museum opening on March 22, 2018.

12. REPORTS FROM STAFF

- (a) Report of the Planning Consultant, Ken Cossey- March 21, 2018
Re: Development Variance Permit for 485 Hot Springs Road

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT Development Variance Permit DVP 03/18 be issued to the Village of Harrison Hot Springs for the property located at 485 Hot Springs Road, Harrison Hot Springs for land legally described as:

Lot 7 Block 2 Fractional Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 9786 (PID: 011-438-398).

**CARRIED
UNANIMOUSLY**
RC-2018-04-04

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 3, 2018

- (b) Report of the Planning Consultant, Ken Cossey - March 21, 2018
Re: To start the Rezoning process

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT staff be authorized to work on application 3360-20-Z01118 for land legally described as: Lot 34, Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 27133, with no civic address assigned.

**CARRIED
UNANIMOUSLY**
RC-2018-04-05

- (c) Report of the Planning Consultant, Ken Cossey - March 26, 2018
Re: To start Development Variance Permit

Councillor Piper excused herself from the Chambers at 7:12 p.m. due to a potential conflict of interest stating she is associated with the developer.

Moved by Councillor Reyerse
Seconded by Councillor Hansen

That staff be authorized to work on application 3090-20-DVP01/18 for land legally described as: Lot D, Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 68500, with a civic address of 628 McCombs Drive.

**CARRIED
UNANIMOUSLY**
RC-2018-04-06

Councillor Piper re-entered the Chambers at 7:13 p.m.

- (d) Report of the Chief Administrative Officer, Madeline McDonald - March 29, 2018
Re: Water Conservation Plan Policy Update

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT Water Conservation Plan No. 1.15 be rescinded; and

THAT Policy No. 1.28, Municipal Water Conservation Plan be adopted as amended.

**CARRIED
UNANIMOUSLY**
RC-2018-04-07

13. **BYLAWS**

None

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 3, 2018

14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)

None

15. ADJOURNMENT

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT the meeting be adjourned 7:17 p.m.

**CARRIED
UNANIMOUSLY**
RC-2018-04-08

Leo Facio
Mayor

Debra Key
Corporate Officer

DRAFT

VILLAGE OF HARRISON HOT SPRINGS
RECORD OF PUBLIC HEARING OF
ZONING BYLAW NO. 1115, 2017

4(b)

DATE: March 26, 2018
TIME: 5:00 p.m.
PLACE: Council Chambers, Memorial Hall,
290 Esplanade Avenue, Harrison Hot Springs

IN ATTENDANCE: Mayor Leo Facio
Councillor John Buckley
Councillor Sonja Reyerse
Councillor John Hansen
Councillor Samantha Piper

Chief Administrative Officer, Madeline McDonald
Deputy Chief Administrative Officer/CO, Debra Key
Planning Consultant, Ken Cossey

ABSENT:

Recording Secretary: Nicole Sather

(1) CALL TO ORDER

Mayor Facio called the public hearing to order at 5:00 p.m.

(2) PROCEDURE FOR PUBLIC HEARING

Mayor Facio read the Mayor's statement and procedures for conducting the public hearing pursuant to Section 464 and 465 of the *Local Government Act*.

Zoning Bylaw No. 1115, 2017

The Mayor reported that (1) written submissions were received.

Planning Consultant, Ken Cossey presented a PowerPoint presentation regarding the proposed Zoning Bylaw No. 1115, 2017.

(3) PUBLIC COMMENTS

The Mayor invited the public for submissions to Council regarding Zoning Bylaw No. 1115, 2017.

Ed Arndt of 851 Myng Crescent, Harrison Hot Springs

- Is opposed to cash in-lieu for parking potentially causing issues as more residential developments are added.

**VILLAGE OF HARRISON HOT SPRINGS
RECORD OF THE PUBLIC HEARING OF
ZONING BYLAW NO. 1115, 2017
March 26, 2018**

John Allen of 398 Hot Springs Road, Harrison Hot Springs

Commented on the following:

- East border, north of Mount Street an unallocated zone indicated in white.
- Suggested to zone as Village Reserve (VR).
- North West region of map, past the hot springs source, where the sewer plant is located in proposed zone VR. Suggested Community Institutional (P-1) as a potential zone.
- Current Zoning Bylaw No. 1020 includes a Flood Plain map. Suggested that the proposed bylaw include a Flood Plain map.
- Suggested the proposed VR zone in the south sector of the Village be reserved for park land which would align the land use with the Official Community Plan (OCP).
- Under the proposed bylaw the OCP proposed site for a Public Works yard may be a conflict if zoned VR.

Bernhard Van Velze of 555 Echo Avenue, Harrison Hot Springs

- Comment that he bought his property in anticipation of rezoning to R3.

Gerrit Van Klei of 595 Lillooet Avenue, Harrison Hot Springs

- Commented on zoning change from Spruce Street to Rockwell Drive on Lillooet Avenue residential to commercial.

Allan Jackson of 532 Cottonwood Avenue, Harrison Hot Springs

- Noted concerns over parking, also opposed to cash in lieu.
- Suggested a total ban on marijuana to introduce a smoke free bylaw for the Village.

The Mayor called for a second time for submissions to Council regarding Zoning Bylaw No. 1115, 2017.

John Allen of 398 Hot Springs Road, Harrison Hot Springs

- Suggested to acquire land located at the old Ranger Station on Rockwell Drive for public use, changing zoning to P-1 to accommodate public use of boardwalk and wharf.
- Page 5 "Flood plain requirements" should be exchanged with "regulations".
- Under the proposed bylaw, under the Waterfront (W-1) definition, current operating businesses may not meet the criteria.
- Preamble requires an action to follow the statement.
- Under section 1.1A, suggested to change title to "Land Use and Zoning Bylaw".
- Under section 1.2A, suggested to remove "permitted" and replace with "the purpose of the bylaw is to regulate the land use".
- Under the definition Accessory Building or Structure, suggested that primary use be identified prior to accessory use.
- On page 6 suggested incorporation of a definition for Housing Agreement for

**VILLAGE OF HARRISON HOT SPRINGS
RECORD OF THE PUBLIC HEARING OF
ZONING BYLAW NO. 1115, 2017
March 26, 2018**

Affordable Housing.

- On page 6 suggested to remove Aggregate Extraction and Aggregate Processing from the definitions.
- Reviewed Apartment definition on page 7.

Ed Arndt of 851 Myng Crescent, Harrison Hot Springs

- Suggested to create a comprehensive development zone.

Bernhard Van Velze of 555 Echo Avenue, Harrison Hot Springs

- Setbacks are too large in Section 4.3.
- Suggested the land use in and around Echo Avenue and Lillooet Avenue be changed to Medium Density Residential1 (R-4) to accommodate future growth.

Gerrit Van Klei of 595 Hot Springs Road, Harrison Hot Springs

- Suggested that land located on Bear Mountain be restored to park land or crown land.

Janne Perrit of 237 Miami Drive, Harrison Hot Springs

- Inquired about why the properties located at 798 Hot Springs Road and 750 Hot Springs Road are zoned for R-5 (highlighted in red) and not C-3 (highlighted in blue).

The Mayor called for a third time for submissions to Council Zoning Bylaw No. 1115, 2017.

John Allen of 398 Hot Springs Road, Harrison Hot Springs

- Page 30, section 3.8A states 3m height restriction for fences, suggested to reduce height to 0.3m.
- P-1 zoning for Tourist Information Centre and Water Reservoir may conflict with current infrastructure or business.
- Proposed Block 1 known as the Village Core be considered for C-1 to C-3 zoning to allow for apartments.
- 398 Hot Springs Road should be included in the C-1 zone.

John Allen presented a written submission.

Written submission received by the Corporate Officer.

The Mayor called for a final time for submissions to Council Zoning Bylaw No. 1115, 2017.

Hearing none, the Public Hearing for Zoning Bylaw No. 1115, 2017 is hereby closed.

VILLAGE OF HARRISON HOT SPRINGS
RECORD OF THE PUBLIC HEARING OF
ZONING BYLAW NO. 1115, 2017
March 26, 2018

(4) CONCLUSION

The public hearing concluded at 6:55 p.m.

Certified a true record of Zoning Bylaw No. 1115, 2017, Public Hearing held March 26, 2018 in the Council Chambers, Memorial Hall, 290 Esplanade Avenue, Village of Harrison Hot Springs, BC

Leo Facio
Mayor

Debra Key
Corporate Officer



RECEIVED
8(a)
APR 10 2018
BY VILLAGE OF HARRISON HOT SPRINGS

April 5, 2018

Chief Inspector of Mines and Petroleum Resources
c/o Southwest Region
PO Box 9395 Stn. Prov. Govt.
Victoria, BC V8W 9M9

Dear Chief Inspector

It was great concern that we read of the proposed mine to be situated at 3628 Hot Springs Road approximately 1 kilometer from the entrance to Harrison Hot Springs. We strongly object to this development. As you may be aware Harrison Hot Springs is one of the 14 officially designated Resort Municipality's in BC. It attracts approximately 600,000 visitors a year with a sizeable proportion happening in the summer. To situate an unsightly quarry, spewing dust and noise accompanied by blasting and dump trucks at the gateway to Harrison will have an extremely negative impact on the overall visitor experience.

Over the last 10 years, thanks to the Resort Municipality Infrastructure Grant, Harrison has transformed itself into a world class resort destination. These improvements have played a key role in the increased hotel occupancy and day-tripper economic activity that we have experienced over the same period. To place an open pit quarry that scars the beautiful mountain view, with gravel-loaded, dusty dump trucks accessing the site at the entrance of Harrison Hot Springs will have an extremely negative impact on our tourism economy threatening tourism jobs and negating the positive impact of our RMI improvements.

In addition, we have lobbied the Provincial Government for years to provide a bike lane from Harrison to Agassiz to support bike tourism, as the current narrow easement is dangerous for both pedestrians and cyclists. This has finally been approved and construction will begin this summer. However, placing a mine on this route, with large dump trucks accessing this already congested highway will once again make this a dangerous route that we cannot advocate to our visitors. Millions of dollars in highway upgrades and 20 years of lobbying will be wasted.

We ask that you reject this proposal, and should that not be your decision to limit extraction to the low tourist period of October to April.

Respectfully

Robert Reyerse
Executive Director
Tourism Harrison

Cc: Village of Harrison Hot Springs
District of Kent
Andres Murillo

FILE #	DATE
0530-01	2018-04-10
<input type="checkbox"/> CAO	<input type="checkbox"/> INFRA
<input type="checkbox"/> DCA/CO	<input type="checkbox"/> PW
<input type="checkbox"/> FO	<input type="checkbox"/> OTHER
<input type="checkbox"/> ACCOUNTS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> COMM SERV	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE April 16, 2018	
INITIAL <input type="checkbox"/>	
ITEMS: A-REQ, ACTION:	
B - INFO - WREP;	
C - INFO ONLY	

Find Nature... Just up the Road
499 Hot Springs Road
Harrison Hot Springs, BC, V0M 1K0

APR 09 2018

BY VILLAGE OF HARRISON HOT SPRINGS

8(b)

Dear Mayor Facio,

April 8, 2018

My name is Linda Nickerson, and I am currently a resident and homeowner in Harrison Hot Springs. I wish to call to your attention an issue causing me great concern in our community. This concern is shared by all I have spoken with in our community.

My concerns are regarding the recent clandestine Gravel Pit Development Application by TC Merrit Valley Farms requesting a Zoning Bylaw amendment and permit application to turn our pristine country highway leading to our Resort Community into an giant eyesore of scrapped up land, dirt, rock and ugly machinery. How is this allowed to happen? And how is it already in full swing without full approval? Since when does a blight of this nature just set up business, then ask for approval? It would seem to follow the old adage of, "It is better to beg for forgiveness then ask for approval." We watched machinery and dirt being moved around for quite a while before any sign went up. And then a very short turnaround time is noted, with so many names and levels of government to notify it is head spinning.

Perhaps the District of Kent would like this blight placed in close proximity to one of the neighboring residential communities on the way into Agassiz? I think not, and yet they presumptuously allowed it to be dumped right on our door step, and word has it, with no consultation whatsoever with our community. What an arrogant move, showing no respect whatsoever for an adjoining community that pretty much keeps their businesses alive in Agassiz.

I respectfully request that we as a community take whatever measures necessary to stop this Gravel Pit which is totally out of place in our community. Gravel Pits are not set up in agricultural or residential areas, and most certainly not on a road into a resort, where first impressions are key for our tourism. [REDACTED]

While our village may be a small geographic area, it is, nonetheless, in the interests of the District of Kent, as well as Harrison Hot Springs, to jointly review this proposal. Agricultural designation is a far better use for this land; leave the Pit Mining for back roads. A beautiful groomed entrance to our resort should be of prime concern and interest to both communities. And, if it is not, why not?

I ask for your help in this matter, Mayor Facio, and hope that you can advocate for our community. Please feel free to contact me, or direct me to any additional resources to stop this development.

Sincerely, Linda Nickerson (778-347-4831)/ lindanickerson@shaw.ca



RECEIVED

APR 10 2018

BY VILLAGE OF HARRISON HOT SPRINGS

D Hill and J Barron
PO Box 741,
Harrison Hot Springs, BC
VOM 1K0

April 9, 2018

TC Merrit Valley Farms
7357 Pioneer Avenue, Agassiz, BC
VOM 1A0

Dear Sir/Madam:

As residents of Harrison Hot Springs, we are registering our concerns and objections to your proposal to develop a Sand and Gravel Pit Quarry to be located at 3628 Hot Springs Road in Agassiz. There are a multitude of problems associated with this proposal. The first is the fact that Highway 9 is the ONLY road in and out of our small resort municipality. The additional traffic and resulting congestion on this narrow stretch of the Provincial Highway will present a significant problem in terms of the availability of the route for emergency access to and from the municipality which has a significant proportion of senior-aged retirees among its population. Ambulance service to Harrison Hot Springs must come from the station located on Pioneer Avenue in Agassiz via Highway 9 / Hot Springs Road and, as such, unobstructed access to this route must be maintained as a priority in consideration of this proposal. The other issue would be the additional wear and tear on the highway surface from all of the heavy equipment and trucks using the Highway to and from the quarry.

This area offers a quiet, serene rural ambience which has attracted many visitors as well as residents and the presence of such an obtrusive, noisy, dirty, dusty commercial operation will severely compromise those aspects of the area which depends heavily on tourism, recreation and agriculture as the basis of its economy. The adjacent residences, farms and golf course will certainly be adversely affected by the expected blasting, crushing and heavy machinery activities expected to be part of the quarry operation. We are aware that it's been stated that the quarry operation's noise will not be heard from the highway and we challenge that because of the proximity of the mine to the surrounding mountains and terrain. We live in a valley in close proximity to mountain ranges adjacent to one another. This acts to amplify noises, hence blasting and quarry operation noises will be heard for quite some distance surrounding the operation. This is evident by the reverberating and echoing of holiday fireworks events set off a couple of times during the year.

The immediate area around the quarry also serves as habitat for a diverse wildlife population (bears, cougars, bobcats, deer, owls, birds and eagles) which will certainly be disrupted if not completely displaced by this totally inappropriate intrusion. There are also coho salmon in the waterways.

In order to access the highway for its trucks to haul their product to market, the quarry operation will surely require a road to be constructed across and through land designated within the Agricultural Land Reserve. We cannot understand how this can be allowed, given the extensive concerns about the loss of such land from the critical activity of providing food for the local and wider population (see article in The Province, Sunday 8 April, 2018, Page 13). Has the Agricultural Land Commission actually approved this activity, and if so, with what justification? If they have not been consulted on this application, why not?

8(c)

FILE #	DATE
0530-01	2018-04-10
<input type="checkbox"/> CAO	<input type="checkbox"/> INFRA
<input type="checkbox"/> DCAO/CO	<input type="checkbox"/> PW
<input type="checkbox"/> FO	<input type="checkbox"/> OTHER
<input type="checkbox"/> ACCOUNTS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> COMM SERV	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	April 16, 2018
	INITIAL JS
ITEMS: A-REQ, ACTION:	
B - INFO - WIREP:	
C - INFO ONLY	

Additional concerns include, but are not limited to:

- Adverse effects on air quality in the area. Again, we live in a small valley. During the summer months air quality can already be negatively impacted. Silica dust and particulates from mine activities will add to this pollution and have adverse health effects on those of advanced age or people with compromised health.
- Adverse effects on ground water quality in the area. Many residential and agricultural properties in the immediate area rely on well water as their sole source. We understand that blasting activity can damage these well structures as well as chemicals from operations leaching into the groundwater over time.
- Adverse effects on wetlands and fish-bearing streams and habitat in the area.
- Damage to vehicles from the inevitable gravel on the roads from gravel trucks.
- Safety concerns for cyclists using Highway 9 because of traffic and gravel debris on highway from trucks to and from the quarry.
- Adverse visual impact on visitors approaching the village on the highway.
- Excessive noise disturbing visitors, residents, wild and farm animals. Our concerns were detailed earlier in this letter.

Yours sincerely,

J Barron and D Hill

Judith Barron and Dennis Hill

Cc: Chief Inspector of Mines,
c/o Southwest Region, Ministry of Energy, Mines and
Petroleum Resources at SouthwestMinesDivision@gov.bc.ca

RECEIVED 8(d)

APR 10 2018

BY VILLAGE OF HARRISON HOT SPRINGS

April 9, 2018

ATTN: Chief Inspector of Mines, Ministry of Energy, Mines and Petroleum Resources
SouthwestMinesDivision@gov.bc.ca

Re: Proposed Mine & Quarry to be located at PID 013-160-583, Parcel "A" (Reference Plan 4345) South East Quarter Section 1 Township 4 Range 29, West of the Sixth Meridian New Westminster District - 3628 Hot Springs Road, Agassiz BC

I am writing this letter to voice my strong opposition to the above-mentioned mining permit application.

Harrison Hot Springs is a peaceful, tourist destination contained in a narrow valley at the southernmost point of Harrison Lake. It is a village where residents, tourists & retirees can escape the noise and hectic lifestyle of the city and relax in the tranquility of their properties.

My parents, James & Irene Mitchell, bought their property almost 40 years ago because of the peaceful rural lifestyle in which they wanted to raise their family and eventually retire. Their property, 3340 Hot Springs Road, is located just south of the proposed activities, at the base of the mountain from which there will be blasting & at the origin of the impacted fish-bearing stream. They have asked me, Lauren Mitchell, to write on their behalf, as I have an extensive background in regulatory compliance within the natural resource sector.

I ask that you hear our concerns and to take into consideration the enormous negative impact such an operation would have on the community and the environment in which we live. I have outlined them as follows:

1. Potential Damage to Property
2. Noise, Dust & Pollution
3. Wildlife & Environment
4. Traffic & Safety
5. Consultation, Regulation & Land Use
 - a. First Nations
 - b. ALR
 - c. Stakeholders & Overlaps
 - d. OCP & APP

1. Potential Damage to Property

Quite a few years ago, a potential buyer was looking to develop the property located immediately north of my parent's home (between them and the proposed quarry site). They completed Geotech studies on the slopes up beside and behind their property and it was deemed too unstable for clearing & building, let alone blasting. The project was abandoned, and the property purchased by a local farmer. Considering the proposed quarry & blasting sites are on the same slope of the same mountain, they

FILE #	DATE
6530-01	2018-04-10
<input type="checkbox"/> CAO	<input type="checkbox"/> INFRA
<input type="checkbox"/> DEAC/CO	<input type="checkbox"/> PW
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<input type="checkbox"/> ACCOUNTS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> COMM SERV	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	April 16, 2018
INITIAL <input type="checkbox"/>	
ITEMS: A-REQ, ACTION:	
B - INFO - W/REP;	
C - INFO ONLY	

have concerns that any blasting will disturb the slope behind them and cause rockslides onto their home or disturb the aquifer.

They also have concerns regarding the fish-bearing stream that flows just meters behind their home. It is our understanding that a stream or ditch assessment was completed in the summer time, when water levels are almost non-existent. The Ministry of Fisheries & Oceans maintains the stream that is to be impacted (Coho habitat), and my family does its part to clear debris from the waterfall area behind their home, as well as up near the aquifer on top of the mountain. In the fall, and especially when it rains, the waterfall and stream levels are extremely high & volatile. If there is a blockage downstream, we would almost certainly be faced with flooding.

2. Noise, Dust & Pollution

Because of the natural landscape of the area, the mountains act to amplify & echo noises throughout the valley. When they were blasting last year for the upgrading of a BC Hydro R/W on the other side of the valley, the noise would rattle the windows of my parents' home & startle us and our animals. Considering how far that noise had to travel, it is only understandable that we have concerns that the decibels produced by blasting at this location will be much worse. Many residents & local government officials join our concerns that this project will destroy the peace and beauty that both residents & visitors to our area enjoy.

As our community is also home to a high-percentage of retirees & the elderly, we also have concerns with air quality. Numerous studies have been conducted throughout Canada and the USA on the negative effects of silica dust on health. The work area is not well protected from the wind, and strong gusts off the lake could carry the particulate over great distances and into residential areas.

Airborne particulates as well as toxic emissions from trucks, equipment and machinery may seep into the ground and contaminate groundwater, which flows into farmland and neighbouring wells (including my parents'). Considering the access route is through ALR land, this is especially concerning. There is already evidence of oil getting into the waterway, as there is currently an oil slick visible in the stream on the edge of the property.

3. Wildlife & Environment

The mountain on which the quarry is proposed is home to a large population of black bears, cougars, coyotes, deer and other small mammals. Many of the bears are 'troublesome' bears that have been relocated from higher-density communities to Harrison when they wander into neighborhoods looking for food. We are concerned the proposed activities will force them into down into our community which could put them at risk of being destroyed.

The impacted stream, which is fish-bearing & connects to other water bodies that are also Coho Habitat, it is home to several frog, insect, and bird species, including some that have protected status (such as the Spotted Frog and Salish Sucker).

The currently installed stream crossings are concerning as they are impeding the flow of water, and there is evidence that an excavator has been driven right through the creek and wetland area at the base of the mountain. I don't believe any of this was approved prior to the work being completed.

On the application it appears that the applicant will be excavating a new pond for the Salish Suckers and installing a proper steel portable bridge, which I assume will help them comply with the environmental assessment but considering all the damage they have done to the area already, this is too little too late.

4. Traffic & Safety

The proposed site access is off Hot Springs Road (Highway #9), which is the only access road into Harrison Hot Springs. Harrison is a busy tourist destination with considerable traffic travelling in and out of the village in the summer months. It is currently in the process of being upgraded to make it safer and to add a bike path for cyclists. The high rate of speed (80km/hr) along this stretch is a concern when it comes to gravel trucks constantly pulling out into traffic off a gravel road. In addition, trucks must navigate 'Striker's corner', a series of curves just to the north, which sees multiple accidents every year. Additional traffic from the proposed aggregate mine will cause considerable increase in traffic on an already congested road, which will result in a greater potential for accidents, and additional wear and tear on the road surface.

5. Consultation, Regulation & Land Use

I have not been able to obtain a copy of the original application (tracking number 100207264, filed Aug 9, 2017), but based on the Notice of Work application, it would appear that some of the initial work took place without the required permits, as it implies that work started in July of 2017 and The Notice of Work application was not filed until March 23rd, 2018. Ground disturbance, clearing, waterway & right-of-way crossings have all proceeded without what appears to be the proper permits or agreements in place.

a) First Nations

From the Notice of Work document, it is my understanding that no consultation has been completed with local First Nations or stakeholders, and that no public information meetings or hearings have or will be undertaken. From the information I gathered through Natural Resource Online Services, the project is located within multiple First Nation Consultative Areas.

In similar industries (such as oil & gas), this would at least require the completion of an Archeological Assessment, when instead, all they are required to do is simply state 'No' to the question of any knowledge of Archeological sites that may be affected. Sites of archeological significance have been discovered during development in our community, including burial sites, so local First Nations need to be consulted with.

b) ALR

It is concerning that on the Notice of Work application it specifically states 'No' to the question 'Is the site within the Agricultural Land Reserve' when a large portion of the property, including the already constructed access and possible facilities, is within ALR boundaries. There is also a current rezoning application submitted to the District of Kent to change a section of 'Resource Management' area to 'Agriculture' which is not in-line with quarry activities. I have concerns that they have plans to exploit or further rezone this area in the future (possibly as a processing area), as it would be the only Agricultural zoned portion of the property that is outside of the boundaries of the ALR.

The partially constructed wide 2-lane access road is located directly beside a drainage ditch/creek through ALR land (it appears the work has been halted and the access is to be re-routed, possibly due to it being within a riparian area). The District of Kent says that applicant claims that they have approval from the Agricultural Land Commission (ALC) for the construction of the access but has not provided this documentation; This claim is concerning as it is my understanding that the ALC typically works in partnership with the local governments to make these decisions instead of separately. From information gathered on the ALC website, applications for exclusions or non-farm use would be taken into consideration if the land was not suitable for agricultural use, or if the application should not adversely affect surrounding agricultural operations. The land in question has been used to grow crops in the past, and we have great concerns regarding leaching and runoff affecting the local aquifer, wells, and farmland (<https://www.alc.gov.bc.ca/alc/content/applications-and-decisions/what-the-commission-considers>). I believe the lack of due care and attention given by the applicant, as well as the possibility of leaching into groundwater would be of great concern to the ALC.

c) Stakeholders & Overlaps

According to a report I was able to generate from BCeID & Natural Resource Online Services, there is a guide that possibly hasn't been consulted, nor is there mention of a crossing agreement in place for constructing access through a BC Hydro Right of Way (<https://www.bchydro.com/content/dam/BCHydro/customer-portal/documents/corporate/safety/row-guidelines-2017.pdf>)

A Visual Quality Objective is also listed on the parcel, which states *"Activity that results in visible disturbance on the landscape is limited. Any proposed development needs to be small to medium in scale and look natural"*. Considering the huge scar that will be visible on this mountain for decades, I don't believe objective has been taken into consideration.

d) OCP & APP

In the District of Kent's OCP where they explain Resource Management Land Use, they reference 'Green Areas' from the Fraser Valley Regional District Aggregate Pilot Project (APP), but do not mention 'Yellow Areas'. This appears to be an oversight by the District as the proposed area is located within a 'Yellow Area' on the APP. From multiple parties that have discussed this project with representatives at the District office, they have implied that they have no say in the project and that regulation is up to provincial government, which is partially incorrect as the APP specifically states:

"Extraction of aggregates will be permitted in Yellow Areas subject to coordinated provincial and local government approval conditions...Conditions of approval specified by local government must be included in Mines Permits issued by MEMPR... in some instances, operations may be limited to extraction...The approval of aggregate processing in Yellow Areas will generally require site-specific consideration and a public process to identify and address community interests." (<http://www.abbotsfordtoday.ca/wp-content/uploads/2010/10/Item-10-03-2-APP-Recommendations1.pdf> Pg 9).

In addition, relying on the APP for guidance in these applications is concerning in its own right. The creation of this document seems to have been done without much if any consultation with the local communities it impacts, and whose residents stand to be most directly impacted by these activities. It also fails to respect the interests of local First Nations whose territories are intersected by these maps,

and it puts at risk the integrity of our local water systems that include numerous salmon bearing streams.

Regarding reclamation, it states that the applicant will not reclaim the quarry on the slope, even going so far to say that it is going to be turned into a subdivision, which goes against the current zoning in the Official Community Plan (OCP).

Considering there is such uproar in the Lower Mainland regarding oil and gas developments when they have far more stringent regulations & application procedures for temporary construction, it is appalling that these long-term projects with huge environmental impacts are being allowed to proceed with such little consultation and regulation.

In closing, I would like to say that the proposed quarry on Hot Springs Road would adversely affect our quality of life and potentially decrease our property values, while destroying the quiet, peaceful community in which we live. If work is allowed to proceed, the negative impact that it would have on the environment is irreversible & it would compromise the health and safety of our community.

I thank you for taking the time to hear my concerns and hope you take them into careful consideration.

Sincerely,

Lauren Mitchell

on behalf of

James & Irene Mitchell
3340 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0
laurmitchell@gmail.com

CC

Andres Murillo, P.Eng of TC Merritt Valley Farms

Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources
EMPR.Minister@gov.bc.ca

John Horgan, Premier of BC premier@gov.bc.ca

Honourable Dominic LeBlanc, Minister of Fisheries of Oceans Canada: Min@dfp-mpo.gc.ca.

Honourable Lisa Beare, Minister Tourism, Arts & Culture TAC.Minister@gov.bc.ca

Honourable George Heyman, Minister of Environment and Climate Change Strategy
ENV.Minister@gov.bc.ca

Honourable Lana Popham, Minister of Agriculture: AGR.Minister@gov.bc.ca

Honourable Claire Trevena Minister of Transportation & Infrastructure
Minister.Transportation@gov.bc.ca

Laurie Throness, MLA Chilliwack-Kent Laurie.Throness.MLA@leg.bc.ca

Mayor John Van Laerhoven, District of Kent jvanlaerhoven@district.kent.bc.ca

Darcey Kohuch, Director of Development Services dkohuch@district.kent.bc.ca

Mayor Leo Facio, Harrison Hot Springs lfacio@harrisonhotsprings.ca

Kamelli Mark, South Coast Regional Planner, ALC Kamelli.Mark@gov.bc.ca

Liz Sarioglu, Manager of Land Use Planning, ALC Liz.Sarioglu@gov.bc.ca

Sharon Henderson, Compliance and Enforcement Coordinator, ALC Sharon.Henderson@gov.bc.ca

Seabird Island Band seabirdweb@seabirdisland.ca

Sto:lo Tribal Council info@stolotribalcouncil.ca

BC Hydro ROW Operations properties.helpdesk@bchydro.com



Village of Harrison Hot Springs

Audit Results and Communications
Report to the Mayor and Council

For the fiscal year ended December 31, 2017

April 4, 2018





Tel: 604 688 5421
Fax: 604 688 5132
vancouver@bdo.ca
www.bdo.ca

BDO Canada LLP
600 Cathedral Place
925 West Georgia Street
Vancouver BC V6C 3L2 Canada

Direct Line: 604-443-4716
E-mail: bcox@bdo.ca

April 4, 2018

Mayor and Council
Village of Harrison Hot Springs
495 Hot Springs Road, PO Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mayor and Council Members:

We are pleased to present the results of our audit of the financial statements of the Village of Harrison Hot Springs (the "Village") for the year ended December 31, 2017. The purpose of our report is to summarize certain aspects of the audit that we believe to be of interest to the Mayor and Council ("Council") and should be read in conjunction with the draft financial statements.

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Council in fulfilling its responsibilities.

This report has been prepared solely for the use of the Council and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

We wish to express our appreciation for the co-operation we received during the audit from the Village's management and staff that assisted us in carrying out our work. We look forward to discussing the contents of this report and any other matters that you consider appropriate.

Yours truly,

Bill Cox, FCPA, FCA
Partner through a corporation
BDO Canada LLP
Chartered Professional Accountants

BC/mkn



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EXECUTIVE SUMMARY

Audit Results	<p>Our audit of the financial statements was designed to obtain reasonable, rather than absolute, assurance as to whether the financial statements are free of material misstatement.</p> <p>A detailed description of our audit results has been included on page 6.</p>
Status of Audit	<p>As of the date of this final report, we have substantially completed our audit of the December 31, 2017 financial statements pending the completion of the items highlighted below. These items will need to be completed prior to issuance of our audit report on the financial statements:</p> <ul style="list-style-type: none">• Receipt of the signed management representation letter• Subsequent events review through to financial statement approval date• Approval of financial statements by Council
Audit Risks	<p>In accordance with our audit plan, our procedures focused on the following areas that we identified as containing risks of material misstatements:</p> <ul style="list-style-type: none">• Risk of Management Override• Revenue Recognition• Cash• Staff Salaries• Tangible Capital Assets and Accumulated Amortization• Employee Future Benefits <p>We have summarized the results of our audit procedures for each of these risk areas on page 6 of this report.</p>
Internal Control Over Financial Reporting	<p>We did not identify any significant deficiencies in internal controls over financial reporting during the year ended December 31, 2017 that we considered to be material weaknesses.</p>
Fraud and Illegal Activities	<p>We developed procedures within our audit plan as recommended by CAS 240 - The Auditor's Responsibilities Relating to Fraud in an Audit of Financial Statements. Based on these procedures, we have not encountered any illegal activities or fraudulent events with respect to the Village.</p>
Significant Events	<p>As of the date of this letter, we have not identified any significant events which we believe should be brought to your attention.</p>
Significant Accounting Policies	<p>The Village's significant accounting policies are set forth in Note 1 to the financial statements, and it is the Village's policy to follow Canadian public sector accounting standards.</p>



Estimates	<p>Accounting estimates are an integral part of the financial statements and are based on management's current judgments. These judgments are based on knowledge and experience about past and current events, assumptions about future events and interpretations of the financial reporting standards.</p> <p>Our comments on the significant estimates included in the financial statements are included on page 8 of this report.</p>
Audit Adjustments and Unadjusted Differences	<p>Our final materiality level is \$106,000, which decreased from the planning materiality of \$114,000 as stated in our audit planning letter dated December 7, 2017. The change in materiality is due to actual year-end results being lower than anticipated.</p> <p>There were no unadjusted misstatements noted for the year ended December 31, 2017.</p> <p>A summary of audit adjustments for the year ended December 31, 2017 is included in Appendix C.</p>
Disclosures	<p>There are no material omissions with respect to the disclosures in the financial statements for the year ended December 31, 2017 that we have noted.</p>
Independence	<p>We confirm that we are still independent as of the date of this letter.</p>
Representation Letter	<p>A draft version of the representation letter to be signed by management is included in Appendix D.</p>
Conclusion	<p>We intend to issue an unmodified audit report on the financial statements for the year ended December 31, 2017 once the outstanding items referred to above are satisfactorily resolved and the financial statements are approved by the Council.</p>



AUDIT FINDINGS

Based on our knowledge of the Village's operations, our past experience in this area, and knowledge gained from management, we have identified the following significant risks; those risks of material misstatement that, in our judgment, require special audit consideration.

Key audit areas arise mainly because of the complexity of the accounting rules, the extent of estimation and judgment involved in the valuation of these financial statement areas, and the existence of new accounting pronouncements that affect them.

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Village's accounting practices, including accounting policies, accounting estimates and financial statement disclosures.

ACCOUNTING AND AUDIT MATTERS

KEY AUDIT AREAS

Revenue Recognition

Key Audit Area	Approach	Results
Accounting standards have changed in this area and are complex and open to interpretation. There is a risk that revenue may be incorrectly deferred into future periods.	<p>The revenue stream subject to this risk are transfers from governments, which were agreed to grant claims and cash receipts to ensure that amount recorded exist, are complete, and are recorded accurately.</p> <p>Grant expenditures have also been reviewed to ensure that they meet the requirements per the grant agreement.</p> <p>Other revenues streams have also been reviewed in accordance with latest revenue recognition standards.</p>	All audit testing in this area was executed as planned and no issues were noted.



Management Override of Controls

Key Audit Area	Approach	Results
<p>Management is in a unique position to perpetrate fraud because of management's ability to directly or indirectly manipulate accounting records, and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.</p> <p>[A required risk for all audits pursuant to Canadian audit standards.]</p>	<p>We tested the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements.</p>	<p>All audit testing in this area was executed as planned and no issues were noted.</p>

Cash

Key Audit Area	Approach	Results
<p>Cash planning is an important aspect of good financial controls.</p> <p>Due to its nature, cash is almost always considered to be a risk area in any audit.</p>	<p>We reviewed the reconciliations, performed substantive testing of transactions, and obtained confirmations of end of period balances.</p>	<p>All audit testing in this area was executed as planned and no issues were noted.</p>

Staff Salaries

Key Audit Area	Approach	Results
<p>A significant single type of expenditure that covers many employees and departments. As a municipality, this figure is often of particular interest to financial statement users (taxpayers).</p>	<p>We performed systems testing as well as and analytical review of staff salary and levels.</p>	<p>All audit testing in this area was executed as planned and no issues were noted.</p>



Tangible Capital Assets and Accumulated Amortization

Key Audit Area	Approach	Results
It is important that the useful lives of tangible capital assets owned by the Village are appropriate and remain accurate. This involves a high level of estimation and coordination of the finance department with other departments.	<p>We performed tests of controls for appropriate authorization of purchases combined with substantive testing of additions and disposals in the year and amortization calculations.</p> <p>We reviewed the useful lives of existing assets for changes in estimates.</p> <p>We reviewed the repairs and maintenance ledgers for possible capital items.</p>	All audit testing in this area was executed as planned and no issues were noted.

Employee Future Benefits

Key Audit Area	Approach	Results
A complex area that requires a great degree of estimation and reliance on actuarial experts.	<p>We reviewed prior period actuarial reports and have audited the significant assumptions.</p> <p>We tested management's calculations in determining the estimated liability by reviewing the data used for accuracy and completeness, as it drives the calculations.</p> <p>We have obtained direct communication from the external actuaries.</p>	All audit testing in this area was executed as planned and no issues were noted.

SIGNIFICANT ACCOUNTING ESTIMATES

Management is responsible for determining the Village's significant accounting policies. The choice between accounting policy alternatives can have a significant effect on the financial position and results of the Village. The application of those policies often involves significant estimates and judgments by management. Based on the audit work that we have performed, it is our opinion that the estimates in the financial statements are reasonable and the disclosures relating to accounting estimates are in accordance with Canadian public sector accounting standards.

UNADJUSTED DIFFERENCES

There were no unadjusted differences for the year ended December 31, 2017.



AUDIT ADJUSTMENTS

There were two adjusted differences noted for the year ended December 31, 2017. These year-end audit adjustments were discussed with management and approved before the release of the draft financial statements. A summary of these audit adjustments are included in Appendix C.

MANAGEMENT REPRESENTATIONS

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion. These representations were documented in our audit working papers through memoranda of discussions with management, as well as by written representations received from management. A copy of the representation letter we have requested from management is included in Appendix D of this report.



FRAUD DISCUSSION

Canadian auditing standards require us to discuss fraud risk with the Council on an annual basis. We have prepared the following comments:

Required Discussion	BDO Response	Question to Council
Details of existing oversight processes with regards to fraud.	Throughout our planning process and during fieldwork, we have developed an understanding of your oversight processes including: <ul style="list-style-type: none"> • Council bylaws and policies; • Discussions at Council meetings and our attendance at those meetings; • Review of related party transactions; and • Consideration of tone at the top. 	Are there any new processes or changes in existing processes relating to fraud since the date of our previous discussions, that we should be aware of?
Knowledge of actual, suspected or alleged fraud.	Currently, we are not aware of any actual, suspected or alleged fraud.	Are you aware of any instances of actual, suspected or alleged fraud affecting the Village?

AUDITOR'S RESPONSIBILITIES FOR DETECTING FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the financial statements are free of material misstatements, whether caused by error or fraud.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error, because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

During our audit, we performed the following procedures in order to fulfill our responsibilities:

- Inquire of management, Council, and others related to any knowledge of fraud, suspected fraud or alleged fraud;
- Perform disaggregated analytical procedures and consider unusual or unexpected relationships identified in the planning of our audit;
- Incorporate an element of unpredictability in the selection of the nature, timing and extent of our audit procedures; and
- Perform additional required procedures to address the risk of management's override of controls including:
 - Test internal controls designed to prevent and detect fraud;
 - Examine a sample of journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud;
 - Review accounting estimates for biases that could result in material misstatements due to fraud, including a retrospective review of significant prior years' estimates; and
 - Evaluate the Village's rationale for significant unusual transactions.



INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the Village’s internal control environment:

- Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- Discussed and considered potential audit risks.

The results of these procedures were considered in determining the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor’s professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the Village’s financial statements, our audit cannot be expected to disclose all matters that may be of interest to you and, as a result, the matters reported may not be exhaustive. As part of our work, we considered internal controls relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal controls.

DEFICIENCIES IN INTERNAL CONTROL

Deficiency	Issue and Impact
None noted.	None noted.

While there are no significant deficiencies in internal controls noted, we do take the opportunity to comment on non-critical matters in our “Management Letter”.

APPENDIX A - Other Required Communication

Required Communication	Audit Planning Presentation	Audit Results Presentation	Auditor Comments
1. Our responsibilities under Canadian Auditing Standards (CAS)	✓		Included in our engagement letter dated December 13, 2016.
2. Our audit strategy and audit scope	✓		Included in our Planning Report dated December 7, 2017.
3. Fraud risk factors	✓		Included on page 9 of this final report.
4. Going concern matters		✓	None.
5. Significant estimates or judgments		✓	See Page 8.
6. Audit adjustments		✓	See Appendix C.
7. Unadjusted differences		✓	None noted.
8. Omitted disclosures		✓	None.
9. Disagreements with management		✓	There were no disagreements with management.
10. Consultations with other accountants or experts		✓	No external experts were consulted during this engagement.
11. Major issues discussed with management in regards to retention		✓	None.
12. Significant difficulties encountered during the audit		✓	No significant difficulties were encountered during our audit.
13. Significant deficiencies in internal control		✓	No significant deficiencies were noted.
14. Material written communication between BDO and management		✓	No material written communications were noted.
15. Any relationships which may affect our independence	✓	✓	No independence issues noted.



16. Any illegal acts identified during the audit	✓	No illegal activities identified through the audit process.
17. Any fraud or possible fraudulent acts identified during the audit	✓	No fraud identified through the audit process.
18. Significant transactions with related parties not consistent with ordinary business operations	✓	None noted.
19. Non-compliance with laws or regulations identified during the audit	✓	No legal or regulatory non-compliance matters were noted as part of our audit.
20. Limitations of scope over our audit, if any	✓	None.
21. Written representations made by management	✓	See Appendix D.
22. Any modifications to our opinion, if required	✓	Please see our draft auditor's report included in Appendix B.



APPENDIX B - Draft Independent Auditor's Report

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the Village of Harrison Hot Springs

We have audited the accompanying financial statements of the Village of Harrison Hot Springs, which comprise the Statement of Financial Position as at December 31, 2017, and the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted the audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Harrison Hot Springs as at December 31, 2017, and the results of its operations, changes in net financial assets and cash flows for the year then ended, in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants

Vancouver, British Columbia
April 16, 2018



APPENDIX C - Audit Adjustments

SUMMARY OF AUDIT ADJUSTMENTS

The following is a summary of year-end audit adjustments made during the course of our audit engagement. All adjustments were approved by management before the issuance of our draft auditor's report.

	Increase (Decrease)			
	Assets	Liabilities	Accumulated Surplus	Annual Surplus
To record a developer contribution to Parkland Reserve into the statement of operations that was initially booked directly to accumulated surplus	\$ -	\$ -	\$ (73,500)	\$ 73,500
To record amortization expenses in order to reconcile the capital asset continuity schedule	(24,300)	-	-	(24,300)
Total adjustments	\$ (24,300)	\$ -	\$ (73,500)	\$ 49,200



APPENDIX D - Representation Letter

April 16, 2018

BDO Canada LLP
Chartered Professional Accountants
600 Cathedral Place
925 West Georgia Street
Vancouver, BC V6C 3L2

Dear Sirs:

This representation letter is provided in connection with your audit of the financial statements of Village of Harrison Hot Springs for the year ended December 31, 2017, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated December 13, 2016, for the preparation of the financial statements in accordance with Canadian public sector accounting standards; in particular, the financial statements are fairly presented in accordance therewith.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
- All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.
- We have reviewed and approved all journal entries recommended by the auditors during the audit.

Information Provided

- We have provided you with:
 - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.



- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

Existence, Completeness and Valuation of Specific Financial Statement Balances

- All assets, wherever located, to which the Village had satisfactory title at year end, have been fairly stated and recorded in the financial statements. There are no liens or encumbrances on the Village's assets.
- All financial instruments have been appropriately recognized and measured in accordance with Canadian public sector accounting standards. Significant assumptions used in arriving at fair value of financial instruments are reasonable and appropriate in the circumstances.
- Where the value of an asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- The employee future benefit costs, assets and obligation have been determined, accounted for and disclosed in accordance with Canadian public sector accounting standards. The source data and plan provisions provided are complete and accurate. The plans included in the valuation are complete. The determination of the discount rate and the use of specific assumptions are our best estimate assumptions.

General Representations

- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the Village, except as disclosed in the financial statements.



- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- We have disclosed to you all significant customers and/or suppliers of the organization who individually represent a significant volume of business with the organization. We are of the opinion that the volume of business (sales, services, purchases, borrowing and lending) done by the organization with any one party is not of sufficient magnitude that discontinuance would have a material negative effect on the ongoing operations of the organization.
- There have been no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- No significant matters, other than those disclosed in the financial statements, have arisen that would require a restatement of the comparative financial statements.

Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.
- Since our company is a public sector entity, we make the following additional representations: i.e. we confirm that the following transactions and events have been carried out in accordance with law, regulation or other authority:
 - We confirm that operating segments are appropriately identified and disclosed in accordance with Canadian public sector accounting standards.
 - The Village reviews its inventory of sites and has made an assessment under PS 3260 about any potential remediation liabilities. The Village has determined that no liability for contaminated sites exists.

Yours truly,

Signature

Position

Signature

Position



Village of Harrison Hot Springs

Financial Statements

December 31, 2017

Village of Harrison Hot Springs

December 31, 2017

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Management's Responsibility for Financial Reporting

The financial statements of the Village of Harrison Hot Springs (the Village) are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards, consistently applied and appropriate in the circumstances. The preparation of the financial statements requires the use of estimates which have been made using careful judgement. In management's opinion, the financial statements have been properly prepared within the framework of the accounting policies summarized in the financial statements and incorporate within reasonable limits of materiality, all information available as of the audit date. The financial statements have also been reviewed and approved by the Mayor and Council of the Village.

Management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorised and recorded in compliance with legislative and regulatory requirements and that reliable financial information is available on a timely basis. These systems are monitored and evaluated by management. Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The financial statements have been examined by the Village's independent external auditor, BDO Canada LLP in accordance with Canadian generally accepted auditing standards. The external auditor's responsibility is to express their opinion on whether the financial statements, in all material respects, fairly present the Village's financial position, results of operations, changes in net financial assets and cash flows in accordance with Canadian public sector accounting standards. Their Independent Auditor's Report outlines the scope of their examination and their opinion.

The external auditor has full and open access to all records of the Village and has direct access to management and Council when required.

Madeline McDonald
Chief Administrative Officer
April 16 , 2018

Tracey Jones
Financial Officer
April 16 , 2018

Place Holder for Auditor Report

DRAFT

Village of Harrison Hot Springs

Statement of Financial Position

As at December 31, 2017

	2017	2016
Financial assets		
Cash (Note 2)	9,216,348	7,208,557
Accounts Receivable (Note 3)	882,299	896,906
MFA Deposits (Note 4)	6,410	6,287
	10,105,057	8,111,750
Liabilities		
Accounts Payable and Accrued Liabilities (Note 5)	271,924	420,142
Employee Future Benefits (Note 6)	108,727	93,800
Developer's Deposits and Other Trust Liabilities (Note 7)	409,950	377,665
Deferred Revenue (Note 8)	1,099,323	263,093
Development Cost Charges (Note 9)	1,851,562	1,575,819
Liabilities under Agreement (Note 10)	189,524	106,046
Long-term debt (Note 11)	536,721	568,905
Interim financing debt (Note 12)	330,000	440,000
	4,797,731	3,845,470
Net financial assets	5,307,326	4,266,280
Non-financial assets		
Tangible Capital Assets (Note 13, Schedule 1)	34,137,913	33,517,112
Prepaid expenses	68,970	65,840
	34,206,883	33,582,952
Accumulated surplus	39,514,209	37,849,232
Represented by:		
Operating fund (Note 15)	3,545,757	3,147,858
Appropriated Surplus (Note 15)	1,298,522	1,040,150
Statutory Reserves (Note 15)	1,588,261	1,259,060
Equity in tangible capital assets (Note 14)	33,081,669	32,402,164
	39,514,209	37,849,232

Madeline McDonald,
Chief Administrative Officer

Leo Facio
Mayor

The accompanying notes and schedule are an integral part of these financial statements.

Village of Harrison Hot Springs

Statement of Operations

for the year ended December 31, 2017

	Budget (Note 20)	2017	2016
Revenue			
Property Taxes (Note 16)	2,017,285	2,016,765	1,972,080
Sale of Services (Note 17)	1,166,910	1,253,427	1,171,999
Utility Service Fees (Note 18)	397,000	410,951	401,154
Government Transfers (Note 19)	3,103,100	678,512	1,937,998
Investment Income	47,000	85,617	54,759
Penalties and interest	39,000	89,390	57,222
Development Cost Charges (Note 9)	700,000	-	7,065
Contributed Assets	-	993,500	-
Other revenue	50,100	315,837	117,856
	7,520,395	5,843,999	5,720,134
Expenses (Note 21)			
Legislative Services	129,750	113,859	108,704
General Government	989,376	977,516	888,867
Protective Services	267,572	213,754	182,432
Public Works	379,754	328,650	410,781
Transportation Services	549,559	488,422	455,551
Public Health	4,868	4,354	5,657
Planning and Development	286,200	109,754	156,114
Tourism, Community and Economic Development	126,576	186,272	95,242
Sustainability	3,000	-	7,711
Solid Waste Management and Recycling	214,250	210,784	141,299
Beaches, Parks, Recreation and Culture	505,430	447,065	448,369
Water Services	378,014	343,941	308,845
Sewer Services	845,770	754,653	700,942
	4,680,119	4,179,024	3,910,514
Annual surplus	2,840,276	1,664,975	1,809,619
Accumulated surplus, beginning of year (Note 15)	37,849,232	37,849,232	36,039,613
	40,689,508	39,514,209	37,849,232

The accompanying notes and schedule are an integral part of these financial statements.

Village of Harrison Hot Springs

Statement of Change in Net Financial Assets

For the Year Ended December 31, 2017

	Budget (Note 20)	2017	2016
Annual Surplus	2,840,276	1,664,975	1,809,619
Acquisition of tangible capital assets	(5,538,700)	(1,524,463)	(3,135,321)
Amortization of tangible capital assets Note1., Schedule 1	794,000	899,421	852,502
Proceeds from the sale of tangible capital assets	-	8,000	-
(Gain) loss from sale of tangible capital assets	-	(3,759)	-
	(1,904,424)	1,044,176	(473,200)
Acquisition of prepaid expenses	-	(68,970)	(65,840)
Use of prepaid expenses	-	65,840	35,302
	-	(3,130)	(30,538)
Increase (decrease) in net financial assets	(1,904,424)	1,041,046	(503,738)
Net financial assets, beginning of year	4,266,280	4,266,280	4,770,018
Net financial assets, end of year	2,361,856	5,307,326	4,266,280

The accompanying notes and schedule are an integral part of these financial statements.

Village of Harrison Hot Springs

Statement of Cash Flows

For the Year Ended December 31, 2017

	2017	2016
Cash provided by (used in):		
Operating Transactions		
Annual surplus	1,664,975	1,809,620
Non Cash items:		
Amortization	899,421	852,502
Changes to cash items:		
Accounts receivable	14,607	(76,202)
MFA Deposits	(123)	(184)
Accounts payable and accrued liabilities	(115,933)	25,976
Prepaid expenses	(3,130)	(30,538)
Employee Future Benefits	14,927	15,800
Deferred revenue	836,230	(237,174)
Development Cost Charges	275,743	363,518
Net change in cash from operating transactions	3,586,717	2,723,318
Capital Transactions:		
Write down of tangible capital assets at net book value	4,241	-
Acquisition of tangible capital assets	(1,524,463)	(3,135,321)
Net change in cash from capital transactions	(1,520,222)	(3,135,321)
Financing Transactions		
Debt repayment	(168,704)	(174,262)
Proceeds from MFA equipment borrowing	110,000	-
Net change in cash from financing transactions	(58,704)	(174,262)
Net change in cash	2,007,791	(586,265)
Cash at beginning of year	7,208,557	7,794,822
Cash, end of year	9,216,348	7,208,557

The accompanying notes and schedule are an integral part of these financial statements.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

1. Significant Accounting Policies

The Financial Statements of the Village of Harrison Hot Springs (the "Village") which are the representation of management are prepared in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada. Significant accounting policies adopted by the Village are as follows:

a. Basis of reporting

The Financial Statements reflect the combined results and activities of the reporting entity which is comprised of the Operating, Capital and Reserve funds. Inter-fund transactions have been eliminated.

- i. Operating Funds: These funds include the General, Water and Sewer operations of the Village. They are used to record the operating costs of the services provided by the Village.
- ii. Capital funds: These funds include the General, Water and Sewer capital funds. They are used to record the acquisition and disposal of tangible capital assets and their financing.
- iii. Reserve funds: Under the *Community Charter*, Village Council may, by bylaw establish reserve funds for specified purposes. Money in a Statutory Reserve Fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, Village Council may, by bylaw, transfer all or part of the balance to another reserve fund. Non-statutory Reserves require being included in an approved council budget or a resolution before these funds can be expended.

b. Revenue Recognition

The Village recognizes the transfer of government funding as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Through the British Columbia Assessments' appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Sale of services and fees are recognized when the service or product is provided by the Village. All other revenue is recognized as it is earned and is measurable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate deferred revenue liability accounts for specific future capital expenses. In accordance with Canadian public sector accounting standards, the Village records these funds as restricted revenue which is then recognized when the related costs are incurred.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

1. Significant Accounting Policies

c. Financial Instruments

The Village's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, long-term debt and interim financing debt. It is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

d. Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i. Tangible Capital Assets

Tangible capital assets, comprised of capital assets and assets under construction, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing when the asset is put into service.

Asset	Useful Life - Years
Land improvements	10-25
Parks infrastructure	10-50
Buildings	40-50
Machinery, furniture and equipment	5-10
IT infrastructure	4-10
Vehicles	5-20
Roads infrastructure	15-75
Water infrastructure	10-100
Sewer infrastructure	10-100
Drainage infrastructure	10-100

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the time of donation.

iii. Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

1. Significant Accounting Policies

d. Non-financial Assets

iv. Leased tangible capital assets

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets.

e. Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas requiring the greatest degree of estimation include employee future benefits and useful lives of tangible capital assets.

f. Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the Village is directly responsible or accepts responsibility;
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Village has determined that as of December 31, 2017, no contamination in excess of an environmental standard exists to land not in productive use for which the Village is responsible.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

2. Cash

	2017	2016
Restricted cash		
Statutory Reserves	\$ 1,588,261	\$ 1,259,060
Non-Statutory Reserves	1,298,522	1,040,150
Development Cost Charges/Deposits in Trust	3,360,835	2,216,577
	6,247,618	4,515,787
Unrestricted cash	2,968,730	2,692,770
Total cash	\$ 9,216,348	\$ 7,208,557

3. Account Receivable

	2017	2016
Accounts Receivable - Property Taxes	\$ 446,175	\$ 416,984
Accounts Receivable - Other Governments	54,453	150,869
Accounts Receivable - Trade and Other	381,671	329,053
	\$ 882,299	\$ 896,906

4. Municipal Finance Authority Deposits

The Municipal Finance Authority of British Columbia (the MFA) provides capital funding for regional districts and their member municipalities. The MFA is required to establish a Debt Reserve Fund. The MFA must then use this fund if at any time there are insufficient funds to meet payments on its obligations. If this occurs the regional districts may be called upon to restore the fund.

Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the financing agreements. The interest earned on the Debt Reserve fund, less administrative expenses, becomes an obligation of the MFA to the regional districts.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

5. Accounts Payable and Accrued Liabilities

	2017	2016
Trade and Other	\$ 121,680	\$ 230,886
Holdbacks payable	2,655	55,884
Other government	72,511	62,737
Accrued Employee benefits	75,078	70,635
	\$ 271,924	\$ 420,142

6. Employee Future Benefits

Sick Pay

The Village provides paid sick leave to qualifying employees, this benefit accrues at two days of sick leave per month. At the end of each calendar year 2/3 of the unused portion of sick leave is vested up to a maximum of 360 days. The amount recorded for this benefit is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

Retirement Allowance

A regular employee who retires under the provisions of the Municipal Pension Plan is entitled to a retirement benefit as outlined in the Collective Agreement and Management Policy. In all instances, the rate of pay used in the calculation of the retirement benefit shall be the rate of pay applicable on the last day worked. The amount recorded for this benefit in 2017 is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

As of December 31, 2017, \$108,727 (2016 - \$93,800) of the accrued benefit liability has been charged to operations. The significant actuarial assumptions adopted in measuring the Village's accrued benefit liability for Sick Pay and Retirement Allowance are as follows:

	2017	2016
Discount rates	1.90%	1.90%
Expected future inflation	1.75	1.75%

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

6. Employee Future Benefits

Accrued Benefit Obligation as at December 31, 2017

	2017	2016
Beginning benefit obligation	\$ 93,800	\$ 78,000
Current service cost	19,052	20,500
Interest on accrued benefit obligation	2,000	1,800
Actuarial (gain) loss	-	-
Benefits paid during the year	(6,125)	(6,500)
Ending benefit obligation	108,727	93,800
Less Unamortized net actuarial (loss)	-	-
Accrued Benefit Liability	\$ 108,727	\$ 93,800

7. Developers Deposits and Other Trust Liabilities

	2017	2016
Property and event damage deposits	\$ 19,100	\$ 40,450
Developers Deposit	340,365	335,959
Community groups funds held in trust	50,485	1,256
	\$ 409,950	\$ 377,665

8. Deferred Revenue

	2017	2016
Prepaid taxes	\$ 120,103	\$ 125,000
Deferred Grant Revenue	972,305	133,702
Facility rentals and other	6,915	4,295
	\$ 1,099,323	\$ 263,093

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

9. Development Cost Charges

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer DCC	\$ 1,022,125	\$ 90,481	\$ 14,190	\$ -	\$ 1,126,796
Water DCC	373,777	72,855	5,536	-	452,168
Drainage DCC	110,378	58,398	1,956	-	170,732
Parks DCC	69,539	31,144	1,183	-	101,866
	\$ 1,575,819	\$ 252,878	\$ 22,865	\$ -	\$ 1,851,562

10. Liabilities under Agreement

In 2014, the Village entered into a capital lease agreement with Caterpillar Financial Services Limited to finance the acquisition of a new backhoe in the amount of \$132,725. The term of the lease is five years with an option to purchase at the end of the lease of \$47,723. In 2017, the Village entered into an agreement with the Municipal Finance Authority to borrow funds to purchase capital equipment in the amount of \$110,000. The term of the agreement is for five years.

Changes in liabilities under agreement are as follows:

	2017	2016
Balance, January 1,	\$ 106,046	\$ 139,212
Add: Borrowing additions	110,000	-
Less: Principal repayments	(26,522)	(33,166)
Balance, December 31	\$ 189,524	\$ 106,046

The minimum payments over the next five years of the liabilities under agreement are as follows:

2018	\$ 44,482
2019	85,212
2020	23,079
2021	23,079
2022	23,079
Less: Amount representing interest	(9,407)
	\$ 189,524

Total interest expense during the year was \$3,861. Total interest over the term of the agreements is \$26,320.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

11. Long-Term Debt

In 2015 the Village borrowed funds under loan authorisation bylaw 1052. MFA Issue 131 has an amortization period of 15 years at 2.2% interest for the first 10 years of the term. Early repayment options exist at the rate reset date of 10 years.

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
General Fund					
MFA Issue 131	\$ 568,905	\$ -	\$ 31,096	\$ 1,088	\$ 536,721

The following principal amounts are payable over the next five years:

	General	Water	Sewer
2018	\$ 31,095	\$ -	\$ -
2019	\$ 31,095	\$ -	\$ -
2020	\$ 31,095	\$ -	\$ -
2021	\$ 31,095	\$ -	\$ -
2021	\$ 31,095	\$ -	\$ -
Thereafter	\$ 381,246	\$ -	\$ -
Total	\$ 536,721	\$ -	\$ -

* Actuarial Adjustments represent interest earned on sinking funds held by the Municipal Finance Authority. Such interest is used to reduce the principal amount of outstanding debt.

12. Interim Financing Debt

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia under Loan Authorisation Bylaw 885, for the purpose of constructing a new water reservoir. In 2015 the Village received an extension and has until 2022 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in the next year. Interest was paid monthly in 2017 at daily interest rates that varied between 1.34% and 1.94%. During 2017 the Village paid \$6,576 in interest (2016 \$7,541).

	2017	2016
Beginning Balance Jan 1,	\$ 440,000	\$ 550,000
Principal repayments	(110,000)	(110,000)
Ending Balance, December 31	\$ 330,000	\$ 440,000

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

13. Tangible Capital Assets

	2017	2016
Land and improvements	\$ 10,444,913	\$ 9,984,913
Buildings	3,384,007	3,466,349
Machinery, equipment, furniture, IT and vehicles	728,766	666,202
Engineering Structures:		
Engineering structures - water	6,252,781	6,303,179
Engineering structures - sewer and drainage	6,819,201	6,754,558
Engineering structures - roads	4,900,117	4,895,669
Engineering structures - parks and other	1,126,193	1,207,488
Other tangible capital assets	191,507	199,541
Work in Progress	290,428	39,213
Total	\$ 34,137,913	\$ 33,517,112

For additional information, see Schedule of Tangible Capital Assets. (Schedule 1)

Included in equipment, furniture and vehicles are vehicles and equipment purchased under capital lease totalling \$151,342 with accumulated amortization to the end of 2017 of \$52,970.

14. Equity in Tangible Capital Assets

Equity in tangible capital assets (TCA) represents the net book value (NBV) of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2017	2016
Equity in TCA, beginning of year	\$ 32,402,164	\$ 29,945,082
Add:		
Capital Expenditures	1,524,463	3,135,322
Debt Repayments	168,704	174,262
Less:		
MFA equipment borrowing	(110,000)	-
Dispositions at NBV	(4,241)	-
Amortization	(899,421)	(852,502)
Equity in TCA, end of year	\$ 33,081,669	\$ 32,402,164

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

15. Accumulated Surplus

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2017	2016
Surplus:		
Invested in tangible capital assets	\$ 33,081,669	\$ 32,402,164
Operating Fund	3,545,757	3,147,858
Total surplus	36,627,426	35,550,022
Reserves set aside by Council:		
Appropriated Surplus:		
Community Recreation	-	1,803
Fire Department	26,000	-
Assessment appeal	128,943	127,275
Beach	37,259	36,777
Building	61,436	60,641
Contingencies	11,234	11,088
Dock replacement	21,274	11,064
Boat Launch	45,893	40,332
Flood box / drainage	15,243	15,045
General	28,821	28,449
Insurance	9,762	9,635
Memorial Hall restoration	5,452	5,381
Parking / traffic management	56,239	55,511
Office Equipment	37,959	32,586
Property	46,516	45,914
Road/Sidewalk	13,216	13,046
Sick leave/Retirement	49,965	49,317
Community Works Fund	219,397	117,063
Sewer	401,587	364,470
Water	82,326	14,753
Total Appropriated Surplus	1,298,522	1,040,150
Statutory Fund Reserves:		
Community amenities	151,247	149,289
Fire department capital	421,610	236,640
Land unexpended funds	12,921	12,754
Parkland acquisition	201,930	126,108
Public works capital	70,026	47,968
Sewage treatment replacement	628,167	585,266
Sewer unexpended funds	81,875	80,815
Port Divestiture income	20,485	20,220
Total Statutory Fund Reserves	1,500,261	1,259,000
	\$ 39,514,209	\$ 37,849,232

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

16. Property Taxes

The Village is reliant upon one taxpayer for approximately 23 % of the municipal property tax revenue. Taxation revenue, reported on the statement of operations, is made up of the following:

	Budget	2017	2016
Taxes collected			
Municipal property taxes	\$ 1,977,660	\$ 1,977,592	\$ 1,932,456
1 % Utility taxes	34,425	34,504	34,331
Payments in lieu of taxes	5,200	4,669	5,352
School taxes	1,303,900	1,262,698	1,240,214
Regional District	145,000	144,549	122,284
Regional hospital district	105,600	95,185	101,642
Police tax	122,900	129,436	120,856
Other agencies	29,900	27,628	27,850
	3,724,585	3,676,261	3,584,985
Less transfers to other governments			
School taxes paid	1,303,900	1,262,698	1,240,214
Regional district taxes paid	145,000	144,549	122,318
Regional hospital district taxes paid	105,600	95,185	101,667
Police taxes paid	122,900	129,436	120,856
Other agencies taxes paid	29,900	27,628	27,850
	1,707,300	1,659,496	1,612,905
	\$ 2,017,285	\$ 2,016,765	\$ 1,972,080

17. Sale of Services

	Budget	2017	2016
Sewer user fees	\$ 538,000	\$ 544,245	\$ 517,845
Water user fees	234,460	303,337	198,483
Curbside collection fees	116,000	116,493	93,101
Pay Parking Revenue	200,000	194,540	201,922
Licenses and permits	27,700	36,025	95,882
Facility rentals	44,500	46,348	46,007
Fines	2,750	8,926	15,141
Other	3,500	3,513	3,618
	\$ 1,166,910	\$ 1,253,427	\$ 1,171,999

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

18. Utility Service Fees

	Budget	2017	2016
Sewer service utility fee - residential	\$ 182,000	\$ 187,331	\$ 182,549
Sewer service utility fee - business	20,000	20,532	20,540
Water service utility fee - residential	174,000	181,792	176,605
Water service utility fee - business	21,000	21,296	21,460
Total	\$ 397,000	\$ 410,951	\$ 401,154

19. Government Transfers

The Government transfers reported on the Statement of Operations are:

	Budget	2017	2016
Provincial:			
Conditional			
Infrastructure - water	\$ 2,400,000	\$ 128,024	\$ -
Infrastructure - Miami River Dike Pump Station	-	-	437,256
Resort Municipality Initiative	169,000	101,778	613,000
WWTP Assessment	10,000	10,000	-
Other	10,700	2,935	9,972
Unconditional	314,000	316,487	326,087
Federal			
Conditional			
Infrastructure - Miami River Dike Pump Station	80,000	-	437,256
Gas tax	114,400	115,288	114,427
Other	5,000	4,000	-
	\$ 3,103,100	\$ 678,512	\$ 1,937,998

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

20. Budget Data

The data presented in these financial statements is based upon the 2017 operating and capital budgets adopted by Council on April 3, 2017. The table below reconciles the approved balanced budget to the budget figures reported in these financial statements.

2017 Adopted Operating and Capital Budget	Budget Amount
Revenues:	
Operating budget	\$ 5,474,119
Capital budget	6,097,576
Total revenue	11,571,695
Expenses:	
Operating budget	5,474,119
Capital Budget	6,097,576
Total expenses	11,571,695
Budgeted surplus (deficit)	\$ -
Add:	
Capital expenses	\$ 5,538,700
Transfers to reserves	375,376
Principal repayments	183,500
Less:	
Transfers from reserves	(562,200)
Appropriation from Surplus	(1,761,100)
Borrowing	(140,000)
Amortization	(794,000)
Annual budgeted surplus (see statement of operations)	\$ 2,840,276

21. Classification of Expenses by Object

The Schedule of Operating Fund Activities represents the expenditures by function; the following table classifies those same expenditures by object:

	Budget	2017	2016
Salaries, wages and employee benefits	\$ 1,698,049	\$ 1,519,685	\$ 1,402,953
Operating Materials and supplies	854,010	640,129	565,753
Contracted services	542,050	393,917	413,209
Administrative services and supplies	470,890	398,286	375,690
Utilities	187,200	210,124	177,435
Rentals and contractual obligations	105,050	93,824	97,362
Debt financing	28,870	23,638	25,610
Amortization	794,000	899,421	852,502
Total expenditures by object	\$ 4,680,119	\$ 4,179,024	\$ 3,910,514

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

22. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The Village of Harrison Hot Springs paid \$97,239 (2016 \$87,504) for employer contributions to the Plan in fiscal 2017.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

- b. Debts of the Fraser Valley Regional District are, under provisions of the Local Government Act, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has an agreement with the Harrison Hot Springs Tourism Society to provide annual funding of \$31,000. The term of the agreement ends December 31, 2018.
- e. In 2014, the Ministry of Environment directed the Village to assess any potential effects the closure of the landfill in 1983 has on well water. Water samples were taken and the results prompted the Ministry to direct the Village to drill test wells and monitor the water which began in 2015. The Village is to continue this process for the years 2017-2021 at which time the results will determine if any further action is required.

Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2017

23. Segmented Disclosures

The Table of Segmented Information - Schedule 2 has been prepared in accordance with PS2700 Segmented Disclosures. Segmented information has been identified based upon functional activities provided by the Village. For each reported segment, revenue and expenses represent amounts directly attributable to the functional activity and amounts allocated on a reasonable basis. The functional areas that have been separately disclosed in the segmented information, along with services they provide are as follows:

Legislative Services

Legislative services includes Council and legislative services

General Government

General government includes taxation, sale of services, government transfers, investment income and administrative services for the general fund

Protective Services

Protective Services includes the volunteer fire department, emergency measures and bylaw enforcement

Development and Planning

Development and Planning includes economic development, planning, land development, community development and tourism

Engineering, Transportation and Storm Water

Engineering, transportation and storm water services include engineering, fleet, public health, roads, sidewalk, storm sewers and transit

Solid Waste

Solid waste includes sustainability, curbside collection, recycling and organic waste

Parks, Recreation and Cultural Services

Parks, recreation and cultural services includes the maintenance of the beachfront, parks and cultural facilities within the Village

Wastewater Utility

Wastewater includes the wastewater collection system, lift stations and wastewater treatment plant

Water Utility

Water includes the water collection, treatment and distribution of potable water

Village of Harrison Hot Springs

Schedule 1 - Statement of Tangible Capital Assets

For the Year Ended December 31, 2017

	Engineered Structures								2017	2016	
	Land	Building	Equipment Furniture Vehicles	Water	Sewer Drainage	Roads	Other	Work In Progress			Other Tangible Capital Assets
COST											
Opening balance	\$9,984,913	\$4,547,770	\$2,110,809	\$7,702,915	\$9,029,627	\$9,399,626	\$1,945,824	\$ 39,214	\$371,783	\$ 45,132,481	\$ 41,997,160
Add: Additions	460,000	57,120	156,052	67,500	226,224	306,353	-	251,214	-	1,524,463	3,135,321
Less: Disposals	-	-	(28,254)	-	-	-	-	-	-	(28,254)	-
Closing Balance	10,444,913	4,604,890	2,238,607	7,770,415	9,255,851	9,705,979	1,945,824	290,428	371,783	46,628,690	45,132,481
ACCUMULATED AMORTIZATION											
Opening Balance	-	1,081,421	1,444,607	1,399,736	2,275,070	4,503,957	738,336	-	172,242	11,615,369	10,762,867
Add: Amortization	-	139,462	89,246	117,898	161,580	301,906	81,295	-	8,034	899,421	852,502
Less: Acc. Amortization on Disposals	-	-	(24,013)	-	-	-	-	-	-	(24,013)	-
Closing Balance	-	1,220,883	1,509,840	1,517,634	2,436,650	4,805,863	819,631	-	180,276	12,490,777	11,615,369
	10,444,913	\$3,384,007	\$ 728,767	\$6,252,781	\$6,819,201	\$4,900,116	\$1,126,193	\$ 290,428	\$ 191,507	\$ 34,137,913	\$ 33,517,112

The accompanying notes and schedule are an integral part of these financial statements.

Village of Harrison Hot Springs

Schedule 2 - Table of Segmented Information

For the Year Ended December 31, 2017

	Legislative	General Government	Protective Services	Development Planning	Engineering, Transportation & Storm Water	Solid Waste	Parks, Recreation & Cultural Services	Wastewater Utility	Water Utility	Budget	2017	2016
Revenue:												
Property Taxes	\$ -	\$ 2,016,765	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,017,285	\$ 2,016,765	\$ 1,972,081
Sale of Services	-	243,003	-	-	-	116,493	46,348	544,246	303,337	1,166,910	1,253,427	1,171,999
Utility Service Fees	-	-	-	-	-	-	-	207,863	203,088	397,000	410,951	401,154
Government Transfers	-	438,710	-	101,778	-	-	-	10,000	128,024	3,103,100	678,512	1,937,998
Investment Income	-	71,043	-	-	-	-	-	13,947	627	47,000	85,617	54,759
Penalties and interest	-	73,335	-	-	-	1,533	-	7,783	6,739	39,000	89,390	57,222
Development Cost Charges	-	-	-	-	-	-	-	-	-	700,000	-	7,065
Contributed Assets	-	-	-	-	871,000	-	-	55,000	67,500	-	993,500	-
Other revenue	-	270,043	-	-	632	-	-	18,812	26,350	50,100	315,837	117,856
	-	3,112,899	-	101,778	871,632	118,026	46,348	857,651	735,665	7,520,395	5,843,999	5,720,134
Expenses:												
Salaries, wages and employee benefits	91,983	503,242	6,810	87,503	254,390	43,348	221,324	187,524	123,561	1,698,049	1,519,685	1,402,953
Operating Materials and supplies	-	7,255	121,790	3,548	120,307	33,980	80,391	217,497	55,361	854,010	640,129	565,753
Contracted services	-	-	13,911	109,754	44,534	133,456	6,448	85,814	-	542,050	393,917	413,209
Administrative services and supplies	20,699	208,689	20,092	64,221	23,850	-	9,656	39,439	11,640	470,890	398,286	375,690
Utilities	1,177	18,608	5,970	-	38,927	-	35,422	81,115	28,905	187,200	210,124	177,435
Rentals and contractual obligations	-	14,271	39,255	31,000	4,803	-	4,495	-	-	105,050	93,824	97,362
Debt financing	-	17,061	-	-	-	-	-	-	6,577	28,870	23,638	25,610
Amortization	-	208,390	5,926	-	334,614	-	89,329	143,264	117,898	794,000	899,421	852,502
	113,859	977,516	213,754	296,026	821,426	210,784	447,065	754,653	343,942	4,680,119	4,179,024	3,910,514
Annual Surplus (Deficit)	\$ (113,859)	\$ 2,135,383	\$ (213,754)	\$ (194,248)	\$ 50,207	\$ (92,758)	\$ (400,717)	\$ 102,998	\$ 391,723	\$ 2,840,276	\$ 1,664,975	\$ 1,809,620

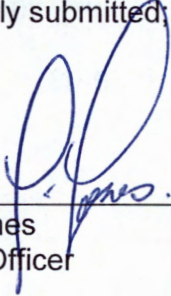
The accompanying notes and schedule are an integral part of these financial statements.

Regional District and Hospital District rates are determined by the Fraser Valley Regional District and the taxes are collected by the municipality on their behalf. Schedule II outlines the rates levied for Regional District and Regional Hospital District services per \$1,000 of assessed taxable property value.

RECOMMENDATION:

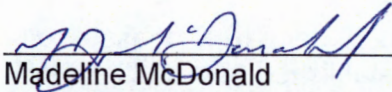
That Tax Rate Bylaw No. 1120, 2018 be given First, Second and Third reading

Respectfully submitted,



Tracey Jones
Financial Officer

REVIEWED BY:



Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1120

A Bylaw to establish tax rates for 2018

The Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

1. The following rates are hereby imposed and levied for the year 2018.
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule I attached hereto and forming a part of this bylaw.
 - (b) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
 - (c) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rate Bylaw No. 1120, 2018."
4. Bylaw No. 1105, 2017 Tax Rate Bylaw is hereby repealed.

READ A FIRST TIME THIS DAY OF APRIL, 2018.

READ A SECOND TIME THIS DAY OF APRIL, 2018.

READ A THIRD TIME THIS DAY OF APRIL, 2018.

ADOPTED THIS DAY OF MAY, 2018.

Mayor

Corporate Officer

BYLAW NO. 1120, 2018

SCHEDULE I

GENERAL MUNICIPAL PURPOSES

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)
	GENERAL MUNICIPAL
1. Residential	2.71299
2. Utilities	9.49546
3. Supportive Housing	2.71299
4. Major Industry	9.22416
5. Light Industry	9.22416
6. Business/Other	8.62730
7. Managed Forest Land	8.13897
8. Recreation/Non Profit	11.31318
9. Farm	2.71299

BYLAW NO. 1120, 2018

SCHEDULE II

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)		
	A REGIONAL HOSPITAL	B REGIONAL DISTRICT	TOTAL
1. Residential	.14645	.21295	.35940
2. Utilities	.51258	.74534	1.25792
3. Supportive Housing	.14645	.21295	.35940
4. Major Industry	.49793	.72403	1.22196
5. Light Industry	.49793	.72403	1.22196
6. Business/Other	.35880	.52174	.88054
7. Managed Forest Land	.43935	.63885	1.07820
8. Recreation/Non Profit	.14645	.21295	.35940
9. Farm	.14645	.21295	.35940

12(c)



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 4, 2018

FROM: Ken Cossey MCIP, RPP **FILE:** 3090-20-DVP01/18
 Planning Consultant

SUBJECT: Development Variance Permit for 628 McCombs Drive

ISSUE:

To consider the issuance of a development variance permit.

BACKGROUND:

The issue here, as with the issuance of all development variance permits, is from a health and safety perspective. The requested rear yard setback is neither a health or safety concern. The request is required so that the applicants can get their 35-unit eight phased strata subdivision processed.

With respect to the required Notice of Intent, as per the *Local Government Act*, they will be sent out no later than April 5, 2018 and any comments must be in by April 16, 2018. If there are any comments received, they will be shared with Council.

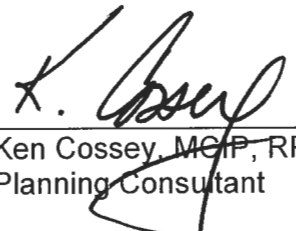
RECOMMENDATION:

- 1/. THAT Development Variance Permit DVP 01/18 be issued to 1073980 BC Limited for the property located at 628 McCombs Drive, Harrison Hot Springs for land legally described as:

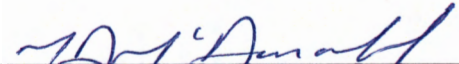
Lot D Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 68500 (PID 030-101-409)

Respectfully submitted;

Reviewed by and Concurrence with the RECOMMENDATIONS:



 Ken Cossey, MCIP, RPP
 Planning Consultant



 Madeline McDonald
 Chief Administrative Officer

Attachments (1) DVP 3090-20 DVP 01/18
(2) Site Plan

Village of Harrison Hot Springs

DEVELOPMENT VARIANCE PERMIT NO. 01/18

ISSUED this ___ day of ____, 2018

FILE No: 3090-20-DVP01/18

FOLIO No: 5240-15883

REGISTERED LANDOWNER

1073980 BC Limited

9245 Main Street

Chilliwack, BC V2P 7J4

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Village of Harrison Hot Springs applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the Village described below:

Legal Description: Lot D Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 68500 (PID: 030-101-409)

Civic Address: 628 McCombs Drive, Harrison Hot Springs, BC
3. Authorization is hereby given for the use of the subject property for operation of a residential dwelling in accordance with the conditions listed in Section 4, below.
4. The use must be carried out subject to the following conditions:
 - That the minimum rear yard setback requirement under Zoning Bylaw 1020, 2012, for R-4 (Medium Density Residential 1 – Townhouses) be reduced from 7.5 metres down to 2.88 metres.
5. The land described herein must be developed in substantial compliance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part thereof.

6. This Development Variance Permit is not a Building Permit, a subdivision approval nor a soil removal or deposit permit. No certificate of final completion shall be issued until all items of this Development Variance Permit have been complied with to the satisfaction of the Village

RESOLUTION PASSED BY COUNCIL THIS _____ day of _____, 2018

I HEREBY CERTIFY that I have read the terms and conditions of the Development Variance Permit contained herein. I understand and agree that the Village of Harrison Hot Springs has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with me, other than those contained in this Permit.

Allan Bott, authorized signature for 1073980 BC Ltd

THIS PERMIT IS ISSUED this _____ day of _____, 2018.

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

_____)
Mayor _____)

_____)
Corporate Officer _____)

Site Location Map - Lot D 628 McCombs Drive



Spinnaker Wynd
 628 McCombs Drive (Lot D), Harrison Hot Springs, B.C.
 1 : 1000
 March 1, 2018

3,45953 Airport Rd
 Chilliwack
 British Columbia
 V2P 1A3
 t. 604 792 0326
 f. 604 782 0459

PRECISION
 building design associates
 ltd.





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 11, 2018

FROM: Chelsea Woolhouse,
Community Services Manager **FILE:** 0360-20-03

SUBJECT: Age-Friendly Committee Community Events

ISSUE:

Providing funding support to host two Age-Friendly community events.

BACKGROUND:

The Harrison Hot Springs Age-Friendly Committee was formed in 2016 with the purpose of providing recommendations to Council on matters relating to age-friendliness.

The Age-Friendly Committee plans to coordinate two events that will benefit the community and fulfill the objective of its mission statement.

On March 5, 2018 the Committee hosted a Tech Savvy learning session in partnership with the Agassiz Royal Canadian Legion and Agassiz Harrison Community Services Youth Outreach Program that was well received and attended.

On April 5, 2018 at the regular Age-Friendly meeting two monetary motions were carried. The motions are as follows:

1. THAT up to five hundred dollars (\$500.00) be committed from the Age-Friendly budget to facilitate organizing a second Tech Savvy learning session.
2. THAT seven hundred dollars (\$700.00) be committed from the Age-Friendly budget to facilitate organizing a financial presentation as part of a community speaker series.

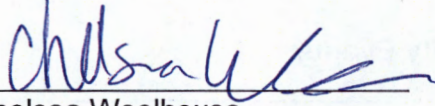
RECOMMENDATION:

THAT spending of up to \$500 from the Age-Friendly budget be approved to fund a second Tech Savvy learning session as supported by the 2018 - 2022 Financial Plan.

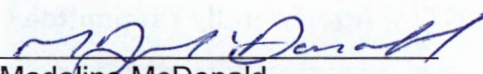
AND

THAT spending of up to \$700 from the Age-Friendly budget be approved to fund a financial presentation as part of a community speaker series as supported by the 2018 - 2022 Financial Plan.

Respectfully submitted:


Chelsea Woolhouse
Community Services Manager

REVIEWED BY:


Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 3, 2018
FROM: Ken Cossey, MCIP, RPP **FILE:** 3900-02-01
 Planning Consultant
SUBJECT: Zoning Bylaw No. 1115, 2017 – Public Hearing and referral comments

ISSUE:

To provide direction on the land use issues collected during the public hearing and referral process.

BACKGROUND:

The attached bylaw was given first reading on November 20, 2017. After this date Council required further amendments as provided during their December 4, 2017 and January 15, 2018 meetings. On February 5, 2017 Council provided 2nd reading to the Bylaw and authorized staff to refer the Bylaw to the Advisory Planning Commission (APC), the Ministry of Transportation and Infrastructure (MoTI) and the Fraser Valley Regional District (FVRD). In addition to this Council authorized staff to set up a public hearing which was held on March 26, 2018.

As with all public hearings there were some non-land use planning issues provided and these issues are not noted below, as only land use planning issues are to be reviewed by the Council.

Listed below are the comments from the various referral agencies and the land use planning comments from noted at the public hearing session. Included with each of the land use issues raised are staff comments and a recommended course of action.

AGENCY REFERRAL COMMENTS

The bylaw was referred to the APC, the MoTI and the FVRD as per direction provided by an earlier motion from Council. Listed below are their respective comments and related follow up recommendations.

1/. Advisory Planning Commission – reviewed and discussed it on March 16, 2018

- The APC recommended approval

No follow up is recommended

2/. Ministry of Transportation and Infrastructure – letter received on March 1, 2018

- The proposed zoning changes are not within 800 m of a controlled access highway, therefore signatures and stamps are not needed. Hot Springs Road is under the jurisdiction of the ministry and we intend to protect the corridor by limiting access wherever possible.

No follow up is recommended

3/. Fraser Valley Regional District – two emails received, one on March 12, 2018 and the other on March 5, 2018

With respect to the FVRD Regional Growth Strategy

- “The Zoning Bylaw specifically notes in S 1.2 (b) that the purpose of the Zoning Bylaw is “For the continued implementation of the long-term goals of the Village's Official Community Plan Bylaw, as amended from time to time.” Since the Village of Harrison Hot Spring’s OCP is consistent with the RGS we have to assume that the Zoning By-law will also be consistent by virtue of the Zoning Bylaw’s required consistency with the Village’s OCP.”

No follow up is recommended

With respect to the Building Inspection Department

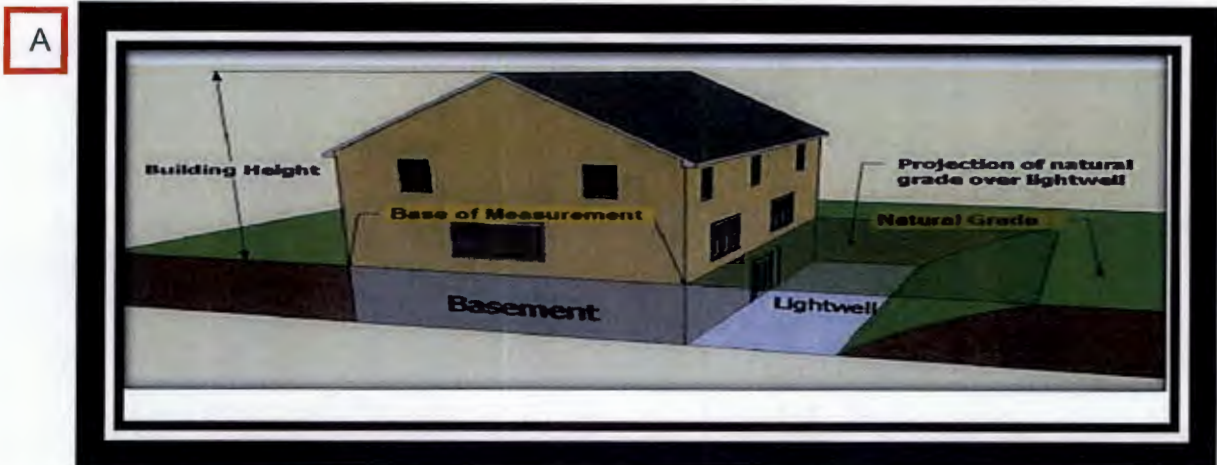
- “The practical administration of the new definition of Building Height may result in the requirement of an elevation survey from a BC Land Surveyor for every building permit application prior to any alteration of the land to confirm the natural grade of the property for height to be measured. Often times through the process of construction/development property owners change the lot grade to work with their design. If a pre-alteration grade survey is needed, this process would be onerous and costly to the property owner/developer. It may be beneficial to change the draft bylaw so that height is measure(d) from (the) finished grade (rather than the natural grade) as this would eliminate the need for a pre-development elevation survey.”

Staff comments on this issue

Staff has discussed the FVRD Building Inspection recommendation to change the Building Height definition and we concur with their recommendation;

Building Height

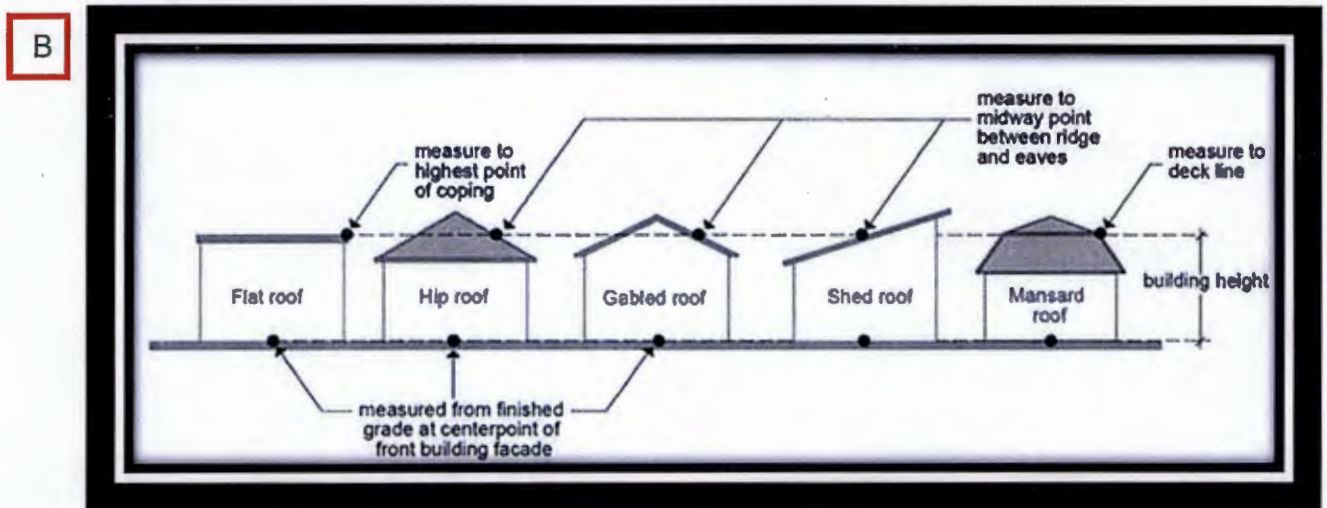
means the average vertical distance from the Natural Grade level at the outermost corners of a Building or Structure to the highest part of the roof surface, see illustration A;



to:

Building Height

means the average vertical distance from the finished Grade level at the outermost corners of a Building or Structure to the highest part of the roof surface, see illustration B;



RECOMMENDATION:

1. THAT Staff be authorized to change the term Natural Grade, contained within the Building Height definition to Finished Grade throughout Bylaw No. 1115, 2017;
2. The current diagram be replaced with the above new diagram

PUBLIC HEARING COMMENTS

- 1/. “Do not use the cash-in-lieu option, as it causes issues as more residential development is added.”

Staff comments on this issue:

It is useful to have a variety of tools available to address the inability of a developer to meet their parking space requirements. The tools outlined in this bylaw include the following:

- Cash-in-lieu
- The use of an approved Off-Street Parking agreement, and
- The application for a Development Variance Permit

The current tools are located within sections 6.2 and 6.6, pages 44 and 46 respectively, of Bylaw No. 1115, 2017. The allowance for the use of a Development Variance Permit is located within section 498 of the *Local Government Act*. any land use regulation, except for density or use may be varied.

No follow up is recommended

- 2/. “North west region of the map, past the hot springs source, where the sewer plant is located in (is in) proposed Zone VR. Suggest Community-Institutional (P-1) as the potential zone.”

Staff comments on this issue:

This is not required as under section 3.4 of Bylaw No. 1115, 2017 this type of use is already permitted under the Community Use concept.

No follow up is recommended

- 3/. “The proposed VR zone in the south sector of the Village be reserved for parkland which would align the land use with the OCP.”

Staff comments on this issue:

That area is provincial Crown land and technically it cannot be zoned to a specific use without the province’s approval. The intent with the zoning map indicates that when the Crown land designation is removed the only permitted use will be for agricultural purposes, as per the ALC requirements as this area is within the ALR. However, the park use may be permitted at some future point by the ALC. Currently though, the issue is to not zone Crown land unless the province authorizes the village to do so.

The current East Sector Lands Recreation Site is zoned as P-1 on the proposed zoning map.

Having said that there are some planning principles that will need to be addressed when an application is received for the non-ALR portion of this site as outlined below;

Under OCP policy 13.3.1:

“13.3.1 ...Further designation of park land in the East Sector may occur following the area planning process outlined in Section 7 of this Plan, and Council will actively consider acquiring additional Crown land for park purposes.” and

Under OCP policy 7.3.2:

“7.3.2 To examine the possible future residential development uses in the East Sector, provided a development plan is completed which addresses the principals (principles) identified throughout Section 7 of the Official Community Plan.

No follow up is recommended

4/. “Under the proposed bylaw the OCP proposed site of the Public Works yard may be in conflict if zoned VR.”

Staff comments on this issue:

Under section 3.4 of Bylaw No. 1115, 2017 this type of use is already permitted under the Community Use concept.

No follow up is recommended

5/. “Commented on the (possible) zoning change (for the area) from Spruce Drive to Rockwell Drive and Lillooet Avenue from residential to commercial.”

Staff comments on this issue:

This would require a change to the current OCP.

No follow up is recommended

6/. “Suggestion for a total ban on marihuana such that we have a smoke free bylaw for the Village.”

Staff comments on this issue:

This is being proposed, please see section 4.1(a) of proposed Bylaw No. 1115, 2017 page 34.

No follow up is recommended

7/. “Under the proposed bylaw, under the Waterfront (W-1) definition, the current operating businesses may not meet the criteria.”

Staff comments on this issue:

The current businesses are operating under a water lease concept with the province. Provincial water leases are provided by the province and is an agreement between an individual or company and the province. This lease or tenure provides the individual or company with an interest in the land, which includes water. These types of tenures are granted for specific purposes and periods of time and generally they do not need zoning bylaw approval. However, the Village can zone the surface of water, but the current OCP will need to be changed to allow this to happen.

No follow up is recommended.

- 8/. "Section 3.8(a) the height limitation for fences seems high, given that the issue is to try to increase the visibility of the sight lines at intersections."

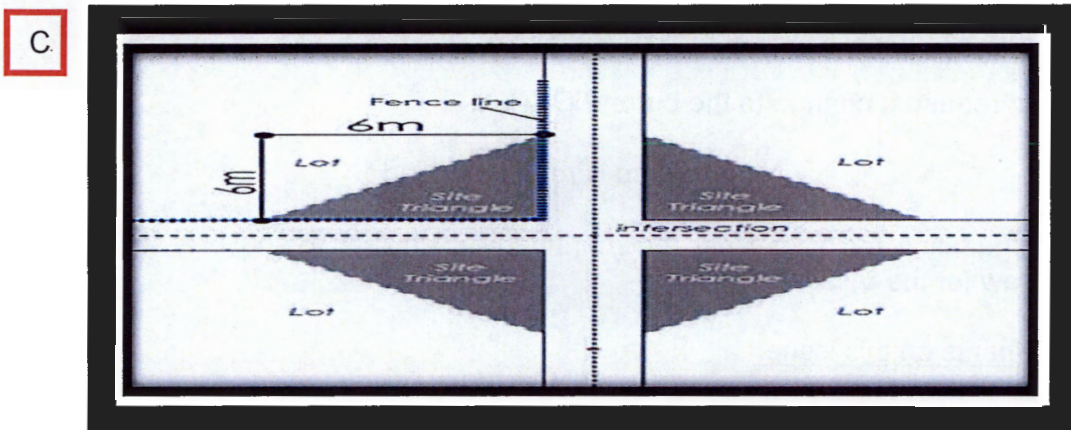
Staff comments on this issue:

After reviewing this comment and reviewing past drafts of the bylaw, staff concurs with this noted typo, as the height should be 0.3 M as opposed to 3.0 M.

Staff recommendation for Council:

A/. The following be changed from:

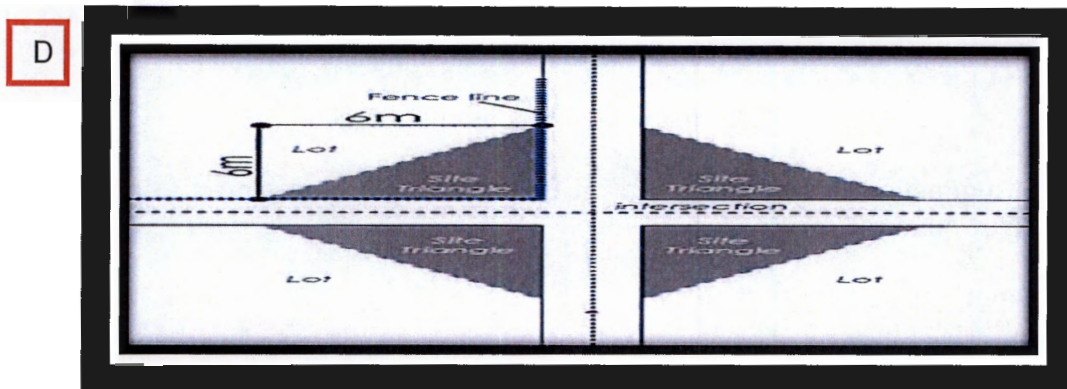
"Nothing must be constructed or maintained, nor must any type of hedge be maintained or allowed to grow, exceeding a height greater than 3.0 m above the established grade of the Highway or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the intersecting Lot lines at a street corner and a line joining points along said Lot lines, as illustrated below:" [illustration C]



to:

"Nothing must be constructed or maintained, nor must any type of hedge be maintained or allowed to grow, exceeding a height greater than 0.3 m above the established grade of the Highway or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the

intersecting Lot lines at a street corner and a line joining points along said Lot lines, as illustrated below:" [illustration D]



RECOMMENDATION:

3. THAT Staff be authorized to change the 3.0 M figure as outlined in Section 3.8(a) of Bylaw No. 1115, 2017 to 0.3 M;

9/. "Suggestion to create comprehensive development zone."

Staff comments on this issue:

This type of zone was within the current bylaw and was taken out, as they were not truly comprehensive development zones. If an application comes in requesting the use for a comprehensive development zone, one can be created on a case by case approach. Instead of pre-zoning CD zone sites it is better to respond to an application for this type of zone.

No follow up is recommended

10/. "Setbacks are too large in Section 4.3."

Staff comments on this issue:

As this section deals with the Accessory Residential suites requirements, such as but not limited to; gross floor area, hooking into a community water and sewer system and the creation of an additional on-site parking space, there is no reference to setbacks in this section.

No follow up is recommended

11/. "Change the land use in and around Echo Avenue and Lillooet Avenue to Medium Density Residential 1 (Townhouse)."

Staff comments on this issue:

If an application is received to address this issue, then we can respond to this issue. Under the proposed bylaw much of this area is zoned to allow for the addition of a Coach House.

No follow up is recommended

- 12/. "Suggestion that land located on Bear Mountain be restored to park land or crown land."

Staff comments on this issue:

That portion of Bear Mountain that is within the Village's boundary is already within the crown land designation and the ALR designation.

No follow up is recommended

- 13/. "398 Hot Springs Road should be included in the C-1 zone."

Staff comments on this issue:

If the owner requires this, then they should make an application for this change.

No follow up is recommended

MAPPING CHANGES

- 14/. "Change the C-4 Zone top northeast portion of the zoning map to P-1."

Staff comments on this issue:

Staff concurs with this comment

RECOMMENDATION:

- 4. THAT Staff be authorized to change the smallest C-4 zone, located in the northeastern portion of the proposed zoning map, to P-1; and,**

- 15/. "The current bylaw has a floodplain map, suggest that the proposed bylaw include a floodplain map."

Staff comments on this issue:

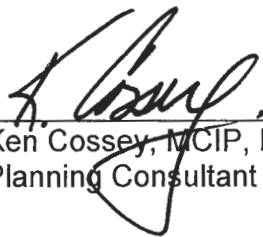
There is a floodplain map included in this bylaw, as outlined in section 3.11 (a)(i) of Bylaw No. 1115, 2017, and it is a part of the zoning bylaw map. However, staff have reviewed this issue and recommends that a separate floodplain map be created.

RECOMMENDATION:


5. THAT Staff be authorized to create a floodplain map as Schedule B and that it be attached to Bylaw No. 1115, 2017.

Respectfully submitted:

Reviewed by and Concurrence with the Recommendation:



Ken Cossey, MCIP, RPP,
Planning Consultant



Madeline McDonald
Chief Administrative Officer

Attachments (1) Zoning Bylaw No. 1115, 2017 and zoning map



ZONING BYLAW

For The

Village of Harrison Hot Springs

BYLAW No. 1115, 2017



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO 1115, 2017
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**Village of Harrison Hot Springs
Zoning Bylaw No. 1115**

**A BYLAW TO REGULATE THE ZONING AND DEVELOPMENT OF REAL PROPERTY
WITHIN THE VILLAGE OF HARRISON HOT SPRINGS**

WHEREAS section 479 of the *Local Government Act* authorizes a local government to enact a Bylaw respecting Zoning;

AND WHEREAS section 482 of the *Local Government Act* authorizes a local government to offer density benefits for the provision of amenities, affordable housing and special needs housing;

AND WHEREAS section 492 of the *Local Government Act* authorizes a local government to designate a Temporary Use Permit area in a Zoning Bylaw;

AND WHEREAS section 524 of the *Local Government Act* authorizes a local government to create flood plain requirements;

AND WHEREAS section 525 of the *Local Government Act* authorizes a local government to create off-street parking and loading requirements;

AND WHEREAS section 527 of the *Local Government Act* authorizes a local government to create screening and landscaping requirements;

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

**PART 1.0 APPLICATIONS, DEFINITIONS AND ESTABLISHMENT
 OF ZONES**

1.1 Title

- a) This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017".

1.2 Purpose

- a) The Permitted purpose of this Bylaw is to regulate Land Use and Development within the Village of Harrison Hot Springs for the benefit of the community; and
- b) For the continued implementation of the long-term goals of the Village's Official Community Plan Bylaw, as amended from time to time.

1.3 Application of Bylaw

- a) This Bylaw applies to all Lands, including the surface of water, and all uses, Buildings and other Structures located within the boundaries of the Village of Harrison Hot Springs, as amended from time to time, and as shown on Schedule "A", the Zoning Map, which is attached to and forms part of this Bylaw.

1.4 Definitions

- a) The following definitions apply to this Bylaw;

Accessible

means that a person with disabilities is, with or without assistance, able to approach, enter, pass to and from one area to another and make use of an area and its facilities;

Accessory Building or Structure

means a Building or Structure, the use or intended use of which is accessory to a Permitted use and located on the same Lot;

Accessory Residential Dwelling Unit

means a Residential Dwelling Unit which is subordinate to the Permitted Use of the Lot upon which the Accessory Use is located;

Accessory Residential Suite

means a separate and self-contained Residential Dwelling Unit located within a Detached Dwelling Unit, that meets the requirements of the *BC Building Code* and is subordinate to the Permitted Use of the Lot upon which the Accessory Use is located;

Accessory Use

means a Land Use that is clearly incidental or subordinate to the Permitted Use and located on the same Lot;

Affordable Housing

means any sort of relief, based upon an individual's circumstances, provided for a Residential Dwelling Unit which may be subject to a housing agreement with the Village of Harrison Hot Springs;

Aggregate Extraction

means with a permit issued by the appropriate provincial authority the user can mine, quarry, dig or remove materials or minerals from either the surface or below the surface of a Lot, including, such as but not limited to the following:

- earth, soil, peat, sand and gravel;
- rock and natural substances that are used for a construction purpose on Land that is not within a mineral title or group of mineral titles from which the rock or natural substance is mined; and
- rock or a natural substance prescribed under the *Mineral Tenure Act*, as amended from time to time

Aggregate Processing

means the processing of extracted quarry materials which includes but is not limited to one or more of the following:

- material sorting;
- crushing;

- Screening;
- stockpiling;
- washing;
- truck loading; and
- the on-site operation of a portable asphalt or cement plant;

Alter

means any change to a Building or Structure that would result in either a change to the appearance of the Building or Structure, increase the floor area or both;

Animal Kennel

means the use of Land, Buildings or other Structures in which domestic animals are kept, boarded, bred or trained for Commercial gain;

Approving Officer

means the Approving Officer appointed pursuant to the *Land Title Act*, as amended from time to time;

Apartment

means a Residential Building or Structure containing three or more individual dwelling units in a Building or Structure where each dwelling unit has its Permitted access from an entrance or hallway that is common to at least one other dwelling unit on the same Storey;

Automobile Salvage and Wrecking Yard

means a use providing for towing, unenclosed and closed storage, and or the dismantling from time to time, of more than one unlicensed or Disabled Motor Vehicle, which may include the retail sale of automobile parts;

Average Finished Grade

means the average of the elevations taken at the outermost corners of the finished elevation adjoining each exterior wall of a Building or Structure;

Basement

means the floor of a Building or Structure consisting of a room or rooms that are either partially or entirely below the Natural Grade level;

Buffer

means a Land Use planning technique used to create a neutral space between two different types of Land Uses;

Building or Structure

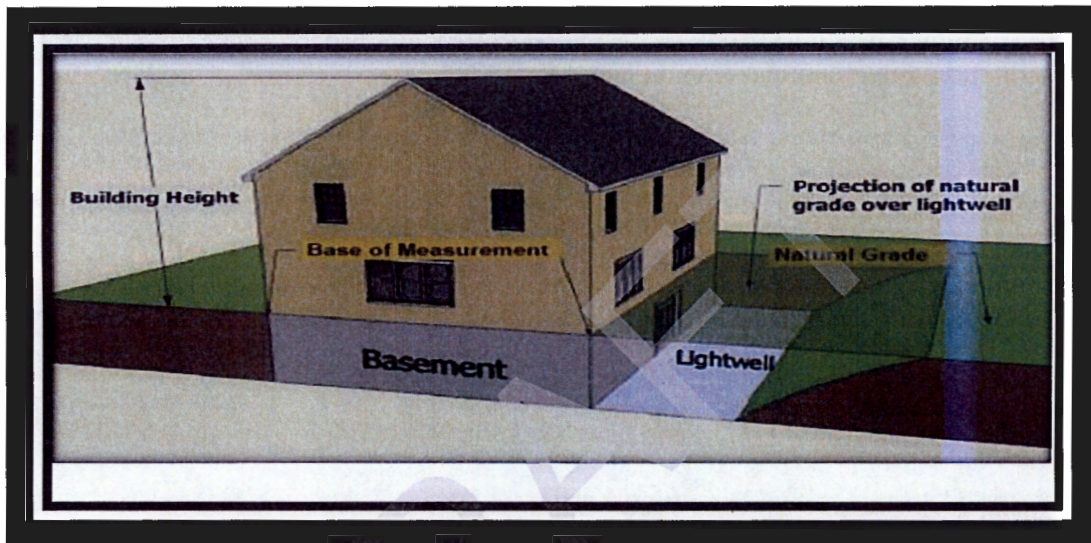
means any Structure and portion thereof, including affixed mechanical devices, that is used or intended to be used for the purpose of supporting or sheltering any use or occupancy on the Land;

Building Area

means the greatest horizontal area of a Building or Structure above grade within the outside surface of the exterior walls or within the outside surface of the exterior walls and the centre line of firewalls and includes the entire Building or Structure footprint including the non-habitable areas such as the garage and carports;

Building Height

means the average vertical distance from the Natural Grade level at the outermost corners of a Building or Structure to the highest part of the roof surface, as illustrated below;



Building Inspector

means the individual appointed or under contract as the Building Inspector of the Village of Harrison Hot Springs;

Building Line

means the extended line of the exterior wall of a Building or Structure, and in particular;

- (a) **Front Building Line** – means the extended line of the exterior wall of a Building or Structure which faces the front Lot line,
- (b) **Rear Building Line** – means the extended line of the exterior wall of a Building or Structure which faces the rear Lot line,
- (c) **Side Building Line** – means the extended line of the exterior wall of a Building or Structure which faces the side Lot line;

Business and Professional Offices

means the use of a Building or Structure, outside of a Home Occupation, for the purposes of carrying out business or professional activities in an office environment;

Campground/Holiday Park

means the use of Land, managed as a unit and includes Buildings or other Structures for a range of camping experiences which provides Temporary Accommodation for any or all of the following:

- cabins and cottages,
- tenting sites,
- tent trailers,
- travel trailers,
- recreational vehicle sites and campers, and

includes accessory facilities which support this use, such as administration offices, laundry facilities or general washroom facilities, but excludes the habitation of manufactured homes, modular homes or any other Buildings or Structures, conveyances or Motor Vehicles;

Carport

means an open or enclosed Structure attached to the Permitted Building or Structure for the use of parking or for temporary storage of private Motor Vehicles;

Chief Administrative Officer

means the individual appointed as the Chief Administrative Officer of the Village of Harrison Hot Springs;

Coach House

means a small, detached Residential Dwelling Unit on an existing Lot, but is contained in a separate Building or Structure from the primary Residential Dwelling Unit and is located in the back yard;

Commercial Uses

means the provision of goods and services as a Land Use activity that is carried out for financial gain or profit, by any person and has a current and valid business license provided by the Village of Harrison Hot Springs. This includes but is not limited to the following Land Use activities:

- artisan activities
- arts and craft shops and arts and culture shops,
- business and professional office,
- catering,
- Community Care Facility
- convenience stores,
- food concessions,
- gas bar – solely for the retail sale of Motor Vehicle fuels and lubricants and may include the sale of automobile accessories,
- gas station,
- medical clinics
- neighborhoods pub,
- neighbourhood store

- personal services uses,
- restaurants
- Retail Establishments, and
- Tourist Accommodations;

Community Care Facility

means the use of Buildings or other Structures where a person provides care of three or more persons and is under permit by the Provincial Government pursuant to the *Community Care and Assisted Living Act*, as amended from time to time;

Community Uses

means the use of Land, a Building or Structure which provides a function under the auspices of either the federal, provincial or municipal government or a community body which includes but is not limited to the following:

- government offices,
- Parks,
- water treatment plants,
- sewer treatment plants,
- kindergartens, playschools, daycare and child care,
- Community Care Facility,
- school,
- community recreation centre,
- community hall,
- fire hall,
- places of worship,
- auditorium,
- youth centre,
- libraries,
- sports fields, and
- group camps;

Community Sewer System

means a system of waste water collection, treatment and disposal that is serving two (2) or more Lots;

Community Water System

means a system for the distribution of fresh potable water serving two (2) or more Lots;

Comprehensive Development Zone

means a Land Use Zone that permits a range of Land Uses such as Commercial, Residential, and Parks.

Council

means the Council of the Village of Harrison Hot Springs;

Disabled Vehicle

means all or part of any irreparable or salvageable vehicle or all or part of any Motor Vehicle which is not validly registered and licensed in accordance with the *Motor Vehicle Act*, and which is not located in a garage or carport;

Development

means any of the following:

- physically altering the landscape in any number of ways,
- changing the landform, from a natural state to a semi natural state,
- subdividing the Land,
- applying for a Land Use change,
- a change in the use of any Building or Structure, and
- the carrying out of any, engineering or the construction, addition or Alteration of any Building or Structure;

Detached Dwelling

means a Residential Building or Structure containing not more than one Permitted Residential Dwelling Unit;

Duplex Dwelling

means a Residential Dwelling Unit consisting of two Dwelling Units placed one above the other or attached by a common wall;

Dwelling Unit

means a self-contained set of rooms capable of occupancy by one or more persons, including provisions for living, sleeping, cooking, sanitation and not more than one kitchen. The use is as a residence for the occupant and includes but is not limited to the following types:

- (a) Accessory Residential Dwelling,
- (b) Accessory Residential Suite,
- (c) Apartment,
- (d) Coach House,
- (d) Detached Dwelling,
- (e) Duplex Dwelling,
- (f) Modular and Mobile Homes
- (g) Townhouse, and

does not include any of the following:

- (h) buses,
- (i) any type of Motor Vehicle,
- (j) recreation vehicle
- (k) tents, and
- (l) travel trailers;

Elevation

means, with respect to the definition of Average Finished Grade, a measurement of the height of Land above an assumed datum;

Farmers' Market

means a physical retail market featuring foods sold directly by farmers to consumers and typically consisting of booths, tables or stands, outdoors or indoors, where farmers sell their Agricultural products and sometimes prepared foods and beverages. It may include mobile Food Trucks and the sale of arts and crafts but excludes the sale of farm machinery, implements, tools and durable goods of every kind, other than gardening supplies.

Fence

means a protective, enclosure or visual barrier made of wood, metal or other substances that is constructed for any purpose, such as marking the boundary of a property and enclosing a property, except as required elsewhere in this Bylaw; it generally is providing privacy; preventing access by people or animals; or dividing a property into sections. This excludes the use of hedges, trees, and other types of vegetation;

Floor Area Ratio (FAR)

means a ratio between the Building or Structure size and the Lot size, that is used to control the bulk of the Building or Structure.

Floor Area, Gross (GFA)

means the total area of space on all storeys and the basement of a Residential Building or Structure measured to from the exterior wall to the exterior wall, and for the purposes of a Commercial Building or Structure excludes areas used for storage and warehouse;

Garage

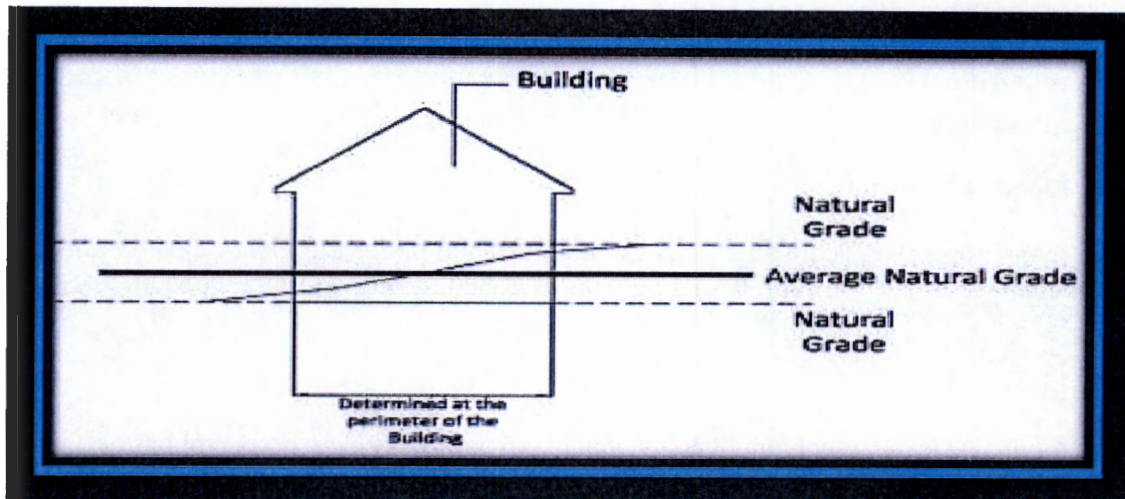
means an accessory Building, Structure or that portion of a Permitted Building or Structure, that is used for the parking of one or more Motor Vehicles and is totally enclosed with a roof, walls, and one or more doors;

Grade

means the elevation of the finished ground surface, not including any artificial embankments;

Grade, Average

means the average of the highest and lowest Grade elevation on a Lot as illustrated below:



Highway

has the same definition as outlined in the British Columbia *Transportation Act*, as amended from time to time, but specifically excludes the following:

- Ferry Approach,
- Ferry Terminal,
- Right-of-ways on any Lot, and
- Tunnel;

Home Occupation

means an accessory use of a Lot in conjunction with a Permitted Residential use for businesses purposes that is contained entirely within the permitted Residential use or any of the Accessory Buildings or Structures required for this Residential use, such as but not limited to the following Land Use activities:

- art and photographer's studio,
- professional contractor services,
- day care facilities,
- household equipment repair services,
- home workshops,
- professional services,
- upholstery shops, and
- woodworking,

Intermodal Shipping Container

means a standardized intermodal freight container, of any size, that can be or was primarily used as a reusable transport and storage unit for moving products and raw materials between locations;

Lane

means a Highway abutting a Rear Lot Line and is used to provide a secondary access or egress point to the Lot;

Land

means real property without improvements, and includes the surface of water;

Licensed Premises

means premises licensed to serve liquor and food under the *Liquor Control and Licensing Act*, as amended from time to time. Licensed Premises may provide accessory live entertainment and dancing;

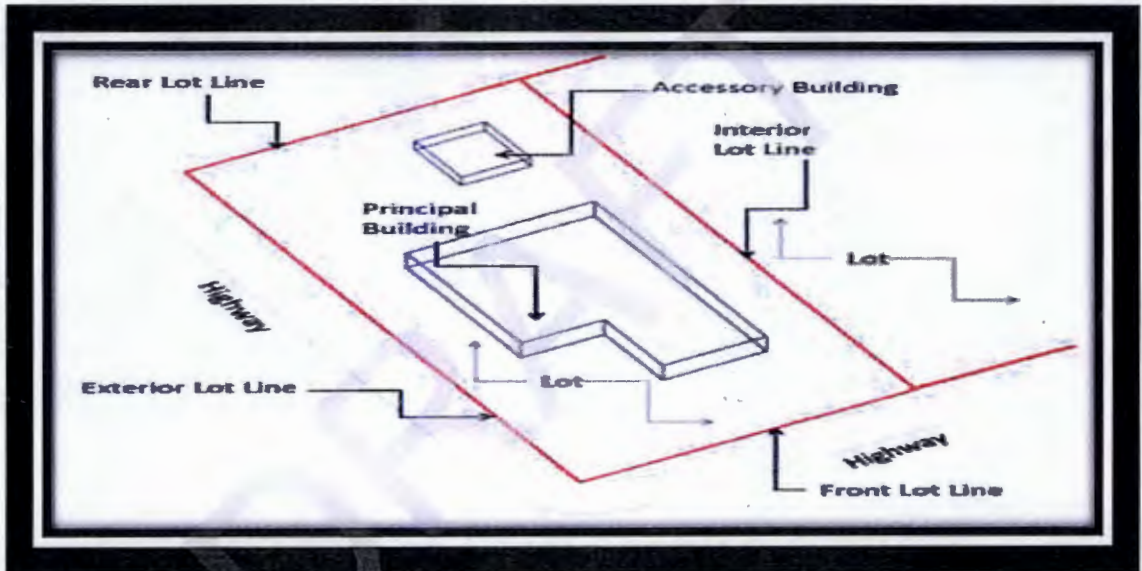
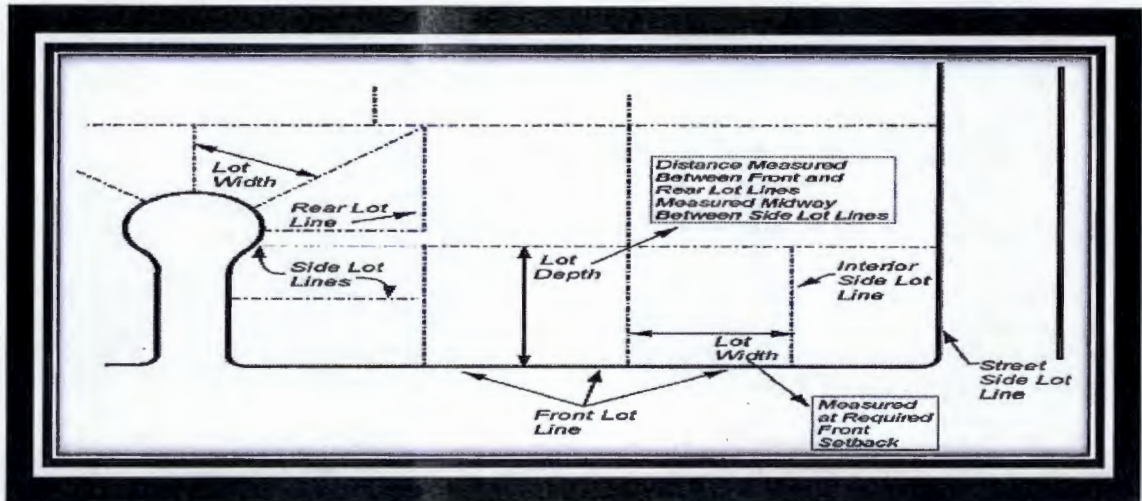
Livestock

means chickens, horses, turkeys, cattle, mules, donkeys, hogs, rabbits, sheep, goats, bison, llamas and alpacas as well as any other animal or fowl used in the production of food, fur or similar products;

Lot

means an area of Land in which real property is held and improved or subdivided and includes a strata Lot created pursuant to the *Condominium Act* and the related Bare Land Strata Regulations, as amended from time to time and in particular;

- (a) **Lot Coverage** – means the Building Area of all the Buildings and Structures that are allowed to cover a Lot and is expressed as a percentage figure of the total area of the Lot;
- (b) **Exterior or Street Side Lot Line** – means a Lot Line common to the Lot and abutting a Highway and excludes a Lane or sidewalk. Please see the Lot diagrams below;
- (c) **Front Lot Line** – means the Lot Line common to the Lot and an abutting Highway, provided that in the case of a Lot having more than one Lot Line abutting a Highway, the shortest Lot Line abutting a Highway must be considered as the Front Lot Line. Please see the Lot diagrams below;
- (d) **Interior Side Lot Line** – means a side Lot Line that is not common to or abutting a Highway and excludes a Lane or sidewalk. Please see the Lot diagrams below;
- (e) **Lot Depth** – means the distance between the Front Lot Line and the most distant part of the Rear Lot Line of a Lot. Please see the Lot diagrams below
- (f) **Lot Line** – means a line that is used to mark the boundaries of a Lot. Please see the Lot diagrams below;
- (g) **Lot Width** – means the greatest distance between the Side Lot Lines, excluding the access strip of a Panhandle Lot. Please see the Lot diagrams below;
- (h) **Minimum Lot Size** – means the smallest size of a Lot, that can be created by Subdivision;
- (i) **Panhandle Lot** – means any Lot, the Building Area of which is serviced and gains access or egress and has a Highway frontage by means of a narrow strip of Land or the “access strip”. The access strip is not included in the minimum Lot calculations;
- (j) **Lot Width** – means the greatest distance between the Side Lot Lines, excluding any access strip. Please see the Lot diagrams below;



Marina

means a site, including the surface of water which is used for a berthing space for boats and may or may not include the selling of fuel;

Marihuana

has the same meaning as outlined in the federal governments Access to Cannabis for Medical Purposes Regulations, SOR/2016-230, as amended from time to time;

Marihuana Dispensary

means a use of Land, a room, Building or Structure where marihuana or any marihuana by-product is prepared and provided to any member of the Community for a fee or if applicable to any club member that may or may not include any payment of club fees. This includes but is not limited to the delivery of the product and the operation of any club, or any not for profit or profit organization, that provides this type of product or service, but excludes a Medical Marihuana Production Facility;

Marihuana Operation

means the cultivating, growing, producing, packaging, storing, distributing, dispensing, advertising, trading or selling of cannabis (marihuana) or its derivatives but excludes Medical Marihuana Production Facility;

Medical Marihuana Production Facility

means the use of Buildings and Structures for the purposes of growing, processing, packaging, testing, destroying, storing or shipping Marihuana as authorized by a license issued under the Access to Cannabis for Medical Purposes Regulations, SOR/2016-230, as amended from time to time;

Micro-Brewery, Winery and Distillery

means the use of Land, Buildings and Structures, licensed under the *Liquor Control and Licensing Act* as amended from time to time, on which there is small scale manufacturing of beer, ale, cider, wine or spirits, and may include the accessory use of wholesaling, tours, tastings, retail sales and consumption of liquor produced on-site, as well as the sale of related non-liquor products;

Mobile Home

means a Detached Residential Dwelling Unit designed for transportation after fabrication on Highways either on its own wheels or a flatbed or other trailer. Once on site it is to be occupied as a Dwelling Unit, for year-round living, complete and ready for occupancy except for minor and incidental unpacking and assembly operations such as but not limited to the use of jacks or a temporary foundation and must be connected to utilities. The Mobile Home must be registered in the BC Manufactured Home Registry and have a CSA Z240 label, as amended from time to time, affixed to the unit. This definition does not apply to travel trailers;

Modular Home

means a Detached Residential Dwelling Unit that uses a method of construction differing from other methods of construction; in that the sections are constructed at an off-site facility, then delivered to the intended site of use. Complete construction of the prefabricated sections is completed on site. The modules can be placed side-by-side, end-to-end, or stacked, allowing a wide variety of configurations and styles in the building layout and must meet the CSA A277 standards, as amended from time to time;

Motor Vehicle

has the same meaning as in the *Motor Vehicle Act* and includes a Disabled Vehicle;

Municipality

means the Village of Harrison Hot Springs;

Municipal Services

means a system, work, or resource, including but not limited to natural gas distribution, electricity, community sewerage, community water system, and telephone services;

Natural Boundary

means

- (a) the visible high watermark of any body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the water body a character distinct from its banks, in vegetation, as well as in the nature of the soil itself, and
- (b) the edge of the dormant side channels of the water body;

Natural Grade

means with reference to a Building or Structure not requiring subdivision, the elevation of the ground surface in its existing state at each of the points used in calculating the Height Datum Points, prior to any disturbance, Alteration, excavation or filling, as determined by a registered land surveyor;

Neighbourhood Pub

means an establishment licensed to serve liquor in conjunction with or without live entertainment and or dancing as a Liquor-Primary establishment under the *Liquor Control and Licensing Act* as amended from time to time, and must offer full lunch and dinner menus complete with hot and cold meals;

Off-Street Parking

means the use of Land for the parking of Motor Vehicles other than on a Highway including the parking spaces and the maneuvering aisle. The Off-Street Parking may or may not be contained below a Building or Structure or on a Lot

Park

means an area of Land created or established under any of the following pieces of legislation:

- (a) the *Park Act*, as amended from time to time,
- (b) the *Park (Regional) Act*, as amended from time to time,
- (c) the *Local Government Act*, as amended from time to time, or the
- (d) *Land Title Act*, as amended from time to time,

and includes but may not be limited to anyone of or any combination or all of the following:

- (e) an open space with general Community access for active or passive recreational use and includes natural and manmade landscaping, facilities, playing fields, Buildings, and other Structures that are consistent with the general purposes of the parkland, and includes but is not limited to the following: tot Lots, band shells, picnic grounds, pedestrian trails and paths, landscaped buffers, playgrounds, and water features, and
- (f) ecological or conservation reserves;

Permitted Use

means the use of Land, Building or Structure, which occupies the majority or central portion of Land and constitutes, the primary purpose for which the Land is to be used as outlined by this Zoning Bylaw;

Places of Worship

means the use of a Building or Structure wherein persons assembly for religious worship and which is maintained and controlled by a religious body which is recognized as exempt from taxation under the Canadian *Income Tax Act*, as amended from time to time;

Recreational Facility

means the use of Land, Buildings or other Structures for sports and leisure activities and may include but is not limited to any or a combination of the following:

- (a) health spas,
- (b) racquet sports,
- (c) swimming pools,
- (d) skating rinks,
- (e) curling rinks,
- (f) weight rooms,
- (g) dance studios,
- (h) physical fitness instructional courses,
- (i) recreational equipment rentals,
- (j) restaurants, sales or retail areas,

and any accessory uses of the above;

Recycling Facility

means the use of Land, Buildings or other Structures used as a collection facility and distribution point for materials regulated under the *Environmental Management Act* Product Stewardship program as amended from time to time, but specifically excludes tires. All materials must be collected and stored within a Building. A recycling facility does not include processing, except packaging for shipping, and does not include outdoor storage;

Refuse Disposal Site

means the use of Land, Buildings or other Structures as a sanitary landfill, modified sanitary Landfill, hazardous waste management facility or dry waste site approved or registered pursuant to the *Environmental Management Act*, as amended from time to time, for the processing, treatment, storing, recycling or land filling of municipal, hazardous or industrial waste, but does not include automobile wrecking yard;

Resource Processing

means the use of Land, Buildings or other Structures providing for the processing, storage and wholesaling of Resource materials and includes value added wood processing;

Residential Use

means a Building or Structure that is used as a fixed place of living, and excludes any Tourist Accommodation. This includes but is not limited to the following Land Use activities:

- Accessory Residential Dwelling,
- Accessory Residential Suite,
- Apartments,
- Coach Houses
- Detached dwelling,
- Duplex dwelling,
- Townhouse, and
- Mobile or Modular Homes;

Restaurant Use

means a use of Land, Building or Structure for an eating establishment where food is sold to the Community for immediate consumption within the premises or delivered to other premises, but excludes facilities for the consumption of food in Motor Vehicles parked on the site, or with drive through takeout facilities, which may or may not be licensed pursuant to the *Liquor Control and Licensing Act*, as amended from time to time;

Retail Establishment

means the use of a Building or Structure for the retail sale or rental of goods, wares, articles and other merchandise to the general Community;

Screening

means a continuous planting of vegetation or other similar solid fence like barriers or any combination thereof, that effectively obstructs the view or denies physical access to Land or a portion thereof and may be broken by driveways or walkways;

Setback

means the minimum distance, measured from the respective Lot line, that a Use, Building or Structure must be setback from that Lot line;

Storey has the same meaning as under the *BC Building Code*, as amended from time to time;

Storey, First

means the lowest Storey of a Building having its floor not more than 2 m above grade;

Storey, Half

means the uppermost level of a Building where the floor area, existing, proposed or as may be extended over open-to-below space, and having a minimum ceiling height of 1.2 m, does not exceed 50% of the Storey immediately below;

Subdivision

means the division of Land or Lots into two (2) or more Lots of Land, whether by plan, apt descriptive words or otherwise and includes a plan consolidating two or more Lots or Lots of Land into the same or a lesser amount of Lots of Land;

Temporary Accommodation

means a total of 30 days or less;

Tourist Accommodation

means a Building or Structure containing one or more rooms or a dwelling unit that are used primarily for Temporary Accommodation by visitors for a certain fee. The operators of the Tourist Accommodation must have a valid and current Village of Harrison Hot Springs business license and includes but is not limited to the following Land Use activities:

- (a) bed and breakfasts,
- (b) country inns,
- (c) hostels,
- (d) vacation rental
- (e) hotel, and
- (f) motel;

Townhouses

means a Building or Structure containing three (3) or more Residential Dwelling Units, each which has its own separate access not located through a common lobby or corridor;

Utilities

means a use providing for the essential servicing of the Village of Harrison Hot Springs with water, sewer, electrical, telephone and similar services where such use is established by the Village, by another governmental body or by a person or company regulated by and operating under Federal and Provincial legislation, and includes broadcast transmission facilities but excludes a Works Yard;

Watercourse

means a river, creek, stream, wetland or other natural body of water;

Waste Transfer Station

means the use of Land, or a Building or Structure for the temporary deposition of waste and the deposit of recyclable materials;

Wetland

has the same meaning as under the *Riparian Areas Regulation*, as amended from time to time;

Works Yard

means the use of Land, Building and Structure operated by, or on behalf of, the Village of Harrison Hot Springs, Province of British Columbia or Government of Canada, for the storage, manufacture, maintenance or repair of Buildings, infrastructure, materials or equipment. A Community works yard may include uses such as a machine shop, paint shop, sign shop, woodworking shop, repair garage, Waste Transfer Station or storage facility used in connection with Community works for the operation of the respective government; and

Zone

means an area of the Municipality for which specific Land Use regulations are hereinafter outlined in this bylaw and its schedules.

1.5 Enforcement and Implementation Provisions

- a) This Bylaw is designated under the provisions of Section 260 of the *Community Charter*, as amended from time to time, as a Bylaw that may be enforced by means of a ticket issued under the provisions of the Bylaw Notice Enforcement Bylaw;
- b) Any person who violates any provision of this bylaw or who suffers or permits any act or thing to be done in contravention of or in violation of any of the provisions of this bylaw, or who neglects to do, or refrains from doing anything required to be done by any of the provisions of this bylaw commits an offence is subject to penalties under the Bylaw Notice Enforcement Bylaw; and
- c) Each day that a contravention or violation of or failure to perform any provision of this Bylaw continues to exist will be deemed to be a separate offence.

1.6 Severability

- a) If any part, section, subsection, paragraph, sentence, clause, phrase or schedule of this Bylaw is for any reason found invalid by the decision of any Court of competent jurisdiction, such decision must not affect the validity of the remainder of this Bylaw or the validity of the Bylaw as a whole.

1.7 Administration

- a) The following persons are hereby appointed by Council to administer this Bylaw, the;
 - i) Chief Administrative Officer or his/her delegate.

1.8 Establishment of Zones

1.8.1 Creation of Zones

- a) The Village of Harrison Hot Springs is divided into Zones depicted on Schedule A which is attached to and forms a part of this Bylaw and is a paper copy of the official Zoning map for the Municipality;
- b) The official version of the Zoning Maps shown as Schedule A is kept in electronic form in the Fraser Valley Regional District's GIS System. In the case of conflict between the contents of a paper document copy of the Zoning Map and the electronic form of the Zoning Map, the contents of the electronic version must prevail;

- c) The location of each Zone is defined on Schedule A;
- d) Where a Zone boundary is shown on Schedule A as following a highway, rail right-of-way, utility line, easement or watercourse must be the Zone boundary;
- e) Any dashed Zoning boundary lines used in Schedule A must be interpreted as if they were solid lines;
- f) Where a Zone boundary does not follow a legally defined line, and where distances are not specifically indicated, the location of the boundary must be determined by scaling from the Zoning Map by a surveyor; and
- g) Where a Lot is divided by a Zone boundary, the areas created by such division must be regulated based upon the requirements of each Zone.

1.8.2 Zone Names

- a) The Zones, as shown on the Schedule A, are as follows:

Column 1	Column 2
Zone Name	Abbreviation
Residential 1 (Conventional Lot)	R-1
Residential 2 (Duplex)	R-2
Residential 3 (Small Lot)	R-3
Residential 4 (Townhouse)	R-4
Resort Residential Development	R-5
Village Commercial	C-1
Neighbourhood Commercial	C-2
Tourist Commercial	C-3
Marine Commercial	C-4
Community	P-1
Waterfront	W-1
Village Reserve	VR
Agricultural Land Reserve	ALR

1.9 Split Zones

- a) Where a Lot contains more than one Zone:
 - i) each Zoned area must be treated as a separate Lot for the purpose of determining compliance with the provisions of its Zone; and
 - ii) all uses, Buildings or Structures that are accessory to a Permitted Use, Building or Structure are permitted only within the area of the Lot Zoned for the Permitted Use, Building or Structure to which the uses, Buildings or Structures are Accessory.

1.10 Covenants

- a) Where under this Bylaw an owner of Land or a Building or Structure is required or authorized to grant a covenant restricting Subdivision, strata plan registration, use or Development of Land, the covenant must be granted to the Municipality and

registered pursuant the *Land Title Act*, as amended from time to time, with priority over all financial charges, and under the terms of the covenant the owner must indemnify the Municipality for any fees or expenses the Municipality may incur as a result of a breach of the covenant by the owner.

PART 2.0 MEASUREMENTS AND INTERPRETATION

2.1 Measurements and Calculations

- a) All dimensions and measurements in this Bylaw are expressed in the Standard International Units (metric) system;
- b) Any imperial conversions are provided for convenience only and have no force or effect; and
- c) For the purposes of Part 6 Parking and Loading Requirements, in this Bylaw, units of measure must be interpreted as follows:
 - i) where the sum of the calculation of the required total stall or special stall designation results in a fraction, unless otherwise stated, the required stalls are to be the next higher whole number if the fraction is 0.5 or greater, and the next lower whole number if less than 0.5;
- d) Words used in the present tense include the future tense; and
- e) Words used in the singular include the plural.

2.2 Metric Conversion, Measurements and Abbreviations

2.2.1 Conversions

- a) The following metric conversions are provided for the convenience of the reader of this Bylaw:

1 metre=3.28 feet	1 sq. ft. = .093 sq. m
1 foot = 0.30 metre	1 hectare (ha) = 2.47 acres
1 sq. metre (m ²) = 10.76 sq. ft.	1 acre = 4047 sq. m or 0.405 ha
1.5 metres = 4.92 feet	3 metres = 9.84 feet
7.5 metres = 24.60feet	4.5 metres = 14.76 feet
1400 sq. m = 15,064 sq. ft. or 0.34 acres	2000 sq. m = 21,520 sq. ft. or 0.49 acres
4047 sq. m = 43,560 sq. ft. or 1 acre	2 ha = 4.94 acres
4 ha = 9.88 acres	20 ha = 49.4 acres

2.2.2 Measurements

- a) All dimensions and measurements in this Bylaw are expressed in the Standard International Units metric system.

2.2.3 Abbreviations

- a) For the purposes of this Bylaw, the following units of measure may be abbreviated as specified in brackets:
 - i) metre (m);
 - ii) cubic metre (m³);

- iii) square metre (m²);
- iv) hectare (Ha);
- v) units per hectare (u/Ha);
- vi) per cent (%).

2.3 Explanatory Notes and Figures

- a) All text in this Bylaw which are either capitalized or italicized, except titles of legislative acts, statutes and regulations, and explanatory figures have a definition applied to them. Where a conflict between explanatory notes and figures and a regulation in this Bylaw occurs, the regulation must be taken as correct.

2.4 Conflicting Regulations

- a) Where this Bylaw contains two or more regulations that could apply to a situation, the most restrictive regulation must apply to the extent of any conflict. Where this Bylaw conflicts with other regulations the restrictive legislation must apply, unless the conflict is outside of the responsibility of the Municipal Council.

2.5 General and Specific Regulations

- a) Where this Bylaw contains both general and specific regulations that could apply to a situation, the more specific regulation must apply.

2.6 Bylaw Format

- a) The format of this Bylaw follows a simple layout intended to facilitate its use. Major divisions within the Bylaw are called Parts and major divisions within Parts are called Sections and major divisions within Sections are called Sub-Sections. The divisions are as described.

2.7 Minimum Lot Size

- a) Where a Minimum Lot Size regulation applies in a Zone, the dimensions which follow such regulations are to be interpreted as:
 - i) the minimum dimensions permissible for a Lot which is to be used as the site of Buildings or Structures for the use specified therein;
 - ii) the minimum dimensions permissible for a new Lot that is to be created by Subdivision.

2.8 Minimum Lot Width

- a) Where a Minimum Lot Width regulation applies in a Zone the dimensions which follow such regulations are to be interpreted as the minimum dimensions permissible for the width of a new Lot, and where a percentage is used it must mean the percentage of the perimeter of the new Lot.

2.9 Maximum Number, Density and Size

- a) Where a Building and Structure and a Maximum Number, Maximum Density and Maximum Size regulation applies in a Zone, such regulation must be interpreted as meaning that a Lot which is designated on the Zoning Map of the Village of Harrison

Hot Springs as being regulated by that schedule must not be occupied by:

- i) a greater number of Residential Dwellings than the number specified, and
 - ii) a Building or Structure that exceeds or is greater than the amount of floor area that is specified.
- b) For the purposes of density, it must be considered the number of Permitted and Accessory Buildings, Structures or Residential Dwelling Units Permitted per Lot, and it includes; maximum floor area size, Lot Coverage Permitted on a Lot and the required parking spaces if applicable.

2.10 Maximum Heights

- a) The specification of measurements for Buildings, Structures or Accessory or Structures under the general heading of Maximum Heights in a Zone must be interpreted as meaning the greatest height, as height is defined in this Bylaw, to which a Building, Structure or Accessory Building or Structure may be constructed on a Lot which is designated on the Zoning Map as being regulated by that schedule.

2.11 Minimum and Maximum Setbacks from Lot Lines

- a) The specification of measurements for front yard, side yard and rear yard under the general heading of Minimum Building Setbacks in a Zone must be:
- i) interpreted as defining the minimum distance permitted for Buildings and Structures, excluding fences, between the Front, Side or Rear Lot line and the appropriate setback line on a Lot which is designated on the Zoning Map as being regulated by that schedule; such setback areas constituting the front yard, side yard and rear yard respectively, and
 - ii) where a use, Building or Structure is specifically referenced with a following measurement, it must be interpreted as meaning that the minimum Lot Line requirement from a Lot Line for that Use, Building or Structure and must be the measurement specified.

2.12 Maximum Lot Coverage

- a) Where a Zone includes a regulation entitled Maximum Lot Coverage, such regulation must be interpreted as meaning that a Lot which is designated on the Zoning Map as being regulated by that schedule must not have a Lot coverage, as defined in this Bylaw, which exceeds the percentage specified, as defined in this Bylaw for the respective Zone.

2.13 Maximum Floor Area Ratio or Maximum Floor Area

- a) Where a Zone includes a regulation entitled Maximum Floor Area Ratio or Maximum Floor Area, it must be interpreted to mean that a Lot in an area designated as being regulated by that Zone must not have any Buildings or Structures erected on that Lot that exceeds the Maximum Floor Area or Floor Area Ratio, as defined in this Bylaw for the respective Zone.

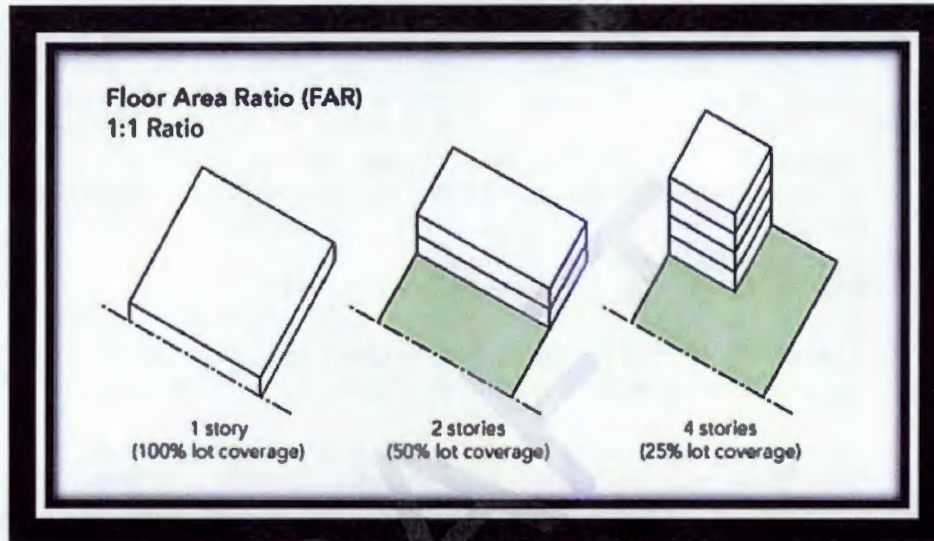
2.14 Types of Non-Residential Dwelling Units

- a) A tent, travel trailer, recreational vehicle, any Tourist Accommodation, bus or other

Motor Vehicle are not considered a Residential Dwelling or an Accessory Residential Dwelling use for the purposes of this Bylaw.

2.15 Calculations of the Floor Area Regulation and the Gross Floor Area

- a) Where a Zone includes a regulation entitled Floor Area Ratio (FAR), the floor area of all Buildings or Structures, including Accessory Buildings or Structures, on the Lot divided by the total area of the Lot must not exceed the ratio identified for the Zone in which the Lot is located. See the FAR illustration below as to how the FAR functions, with respect to controlling the bulk of the Building:



2.16 Gross Floor Area and Floor Area Ratio Exemptions

- a) Without limiting the generality of the definition of either the Gross Floor Area Ratio or the Floor Area Ratio, the following are excluded from the calculation of the Floor Area Ratio:
- i) underground parking garages;
 - ii) unenclosed balconies, decks, porches, and verandas;
 - iii) carports;
 - iv) staircases and stairwells;
 - i) elevator shafts;
 - ii) swimming pools and open sundecks; and
 - iii) any portion of either an area or Building or Structure assigned exclusively to mechanical or electric use for the Building or Structure
- b) For the purpose of computing the Floor Area Ratio for a development that includes the conservation or provision of an amenity through density-bonusing, the floor space of the Building or Structure that is occupied by an amenity must not be included as part of the Floor Area Ratio.

- c) The ratio is calculated as follows:

$$\frac{\text{Gross Floor Area of the Building or Structure}}{\text{Total area of the Lot}} = \text{FAR}$$

2.17 Focus of Buffers

- a) The focus of the buffering technique is to minimize any potential disturbances between the different Land Uses and can be used internally in a Comprehensive Development Zone to separate the Land Uses or externally along the adjacent Lot Lines of the different Land Uses.

PART 3.0 GENERAL COMPLIANCE, PROHIBITIONS AND REGULATIONS

3.1 General Compliance Requirements

- a) No person can use, occupy or permit any person to use or occupy any Land, Building or Structure in contravention of this Bylaw;
- b) Nothing contained within this Bylaw relieves any person from the responsibility to seek and comply with other legislation applicable to that use, activity or other matter regulated under this Bylaw;
- c) Every use of Land, Building or other Structure Permitted in each Zone must conform to all the regulations of the applicable Zone and all other regulations of this Bylaw;
- d) A use is only permitted if lawfully established and ongoing in accordance with:
- i) any applicable conditions of use, as identified in each Zone; and
 - ii) such further general regulations applicable to the use, as identified throughout this Bylaw.
- e) No Lot must be created by Subdivision unless such Lot is equal to or greater than the minimum Lot size and minimum Lot width specified for the Zone in which it is located in accordance with the Zoning Map, unless otherwise specified in this Bylaw.
- f) A Building or Structure must not be constructed, sited, moved or Altered unless it complies with the following:
- i) the General Regulations of this Bylaw; and
 - ii) all regulations and requirements specified for the Zone in which it is located.
- g) A continuation of a non-conforming use, the use of Buildings or Structures must be subject to the provisions of the *Local Government Act*, as amended from time to time.

3.2 General Prohibitions

- a) Any use not expressly permitted in this Bylaw is prohibited in every Zone, and where a particular use is expressly permitted in one Zone, such use is prohibited in every Zone where it is not expressly permitted.

3.3 Specifically Prohibited Land Uses

- a) No person must keep or permit on any Lot in any Zone, any object or chattel which is unsafe, unsightly, or adversely affects the amenities of the Zone. This includes but is not limited to dismantled or wrecked motor vehicles, and any excavation, stockpiling or storage of materials, explosives, flammable liquids, and diesel fuel and gasoline products;
- b) For greater certainty, the following uses are prohibited in all Zones except where permitted for in this Bylaw:
 - i) a track for the racing of Motor Vehicles;
 - ii) storage of explosives, unless authorized by government agencies under the *Canada Explosive Act*, as amended from time to time;
 - iii) a use involving the storage of scrap metal, Disabled Vehicles, disused items, or as an Automobile Salvage and Wrecking Yard;
 - iv) Recycling Facility;
 - v) Refuse Disposal Site;
 - vi) any Resource Processing;
 - vii) any Aggregate Processing;
 - viii) the slaughtering, rendering or processing of any fish or animal products or by-products;
 - ix) any animal kennels;
 - x) any Marihuana Dispensaries or Marihuana Operations;
 - xi) the storage of any construction materials, intended for off-site works, on any Lot.
- c) The following uses are prohibited in all Residential Zones, Commercial Zones except where permitted for in this Bylaw:
 - i) barb wire fencing; and
 - ii) a shipping/cargo container or other form of intermodal shipping container;
- d) Any Land Use which produce malodorous, toxic or noxious matter, or generates vibrations, heat, glare or radiation discernible beyond the boundaries of the Lot;
- e) Tourist Accommodation in any Residential Zone; and any
- f) Gaming and gambling establishments, other than charity gaming.

3.4 Permitted Uses in All Zones

- a) Except as otherwise stated in this Bylaw, the following uses are permitted in all Zones subject to compliance with all regulations that apply to such uses under this Bylaw:
 - i) Accessory Buildings, Structures, uses or works customarily incidental to a Permitted Use, provided they are located on the same Lot or within the same strata plan as the Permitted Use;
 - ii) community gardens and community horticulture projects;
 - iii) any approved environmental protection, restoration and enhancement project;
 - iv) flood control works undertaken by a government agency;
 - v) Highway;
 - vi) Landscaping, landscape buffers, landscape screens and fences;
 - vii) all Community Uses;

- viii) Utility services, excluding offices, maintenance garages and storage areas;
- ix) Temporary Buildings, Structures or storage of materials for a maximum of one year, required for an approved construction project on the same Lot provided such temporary Buildings, Structures and storage areas are removed within 30 days of the completion of the project;
- x) trails, subject to approval of the Agricultural Land Commission if located in the Agricultural Land Reserve;
- xi) government services;
- xii) ecological reserves;
- xiii) fish and wildlife habitat enhancement or protection projects;
- xiv) watershed protection projects;
- xv) picnic sites; and
- xvi) public washrooms on Municipally owned or controlled Land.

3.5 Uses Permitted and Prohibited in the Agricultural Land Reserve

- a) Activities explicitly designated as farm uses pursuant to the Agricultural Land Use, Subdivision and Procedure Regulation, BC Regulation 171/2002, as amended from time to time, are permitted in all areas within any Agricultural Land Reserve area;
- b) Unless an activity is explicitly designated a farm use, or permitted by this Bylaw pursuant to the Agricultural Land Use, Subdivision and Procedure Regulation, BC Regulation 171/2002, as amended from time to time, the use is prohibited unless approval has been granted by the Agricultural Land Commission for a non-farm use or is subject to Section 23(1) of the *Agricultural Land Commission Act*, as amended from time to time, and the non-farm use is permitted by this Bylaw;

3.6 Projections into Required Setbacks and Exceptions to Siting Requirements

- a) Every part of any Setback required by this Bylaw must be open and unobstructed by any Building or Structure, except that:
- b) A Setback may contain architectural or functional Structures or a Building or Structure feature of a such as but not limited to; window sills, sunlight control projections, balconies, cornices, eaves, gutters, chimneys, pilasters, canopies, ornamental features or window bays, provided that:
 - i) no such Structure or feature must project more than 0.6 m into any required Setback;
 - ii) the total combined length of all projections must not exceed 40% of the length of each applicable facade on each Storey;
 - iii) a fence that complies with the height restrictions of this Bylaw is allowed along any Lot Line, or between a Lot Line and a Permitted Building or Structure for the purpose of establishing a barrier between any Setback area;
 - iv) stairs accessing a deck, porch or verandas may be located within a front Setback, exterior side Setback, or rear Setback but must not be located within any side Setback;
 - v) Structures necessary to ensure that a Building and its facilities can be approached, entered, and used by persons with physical or sensory disabilities in accordance with the *BC Building Code*, as amended from time to time, may project into any required front, rear or side Setback provided that the Structure is not closer than 0.3 m from any side Lot line; and
 - vi) an uncovered patio or terrace no greater than 0.6 m above grade, which may be open or enclosed, may be sited in any portion of a Lot except as otherwise provided for in this Bylaw;

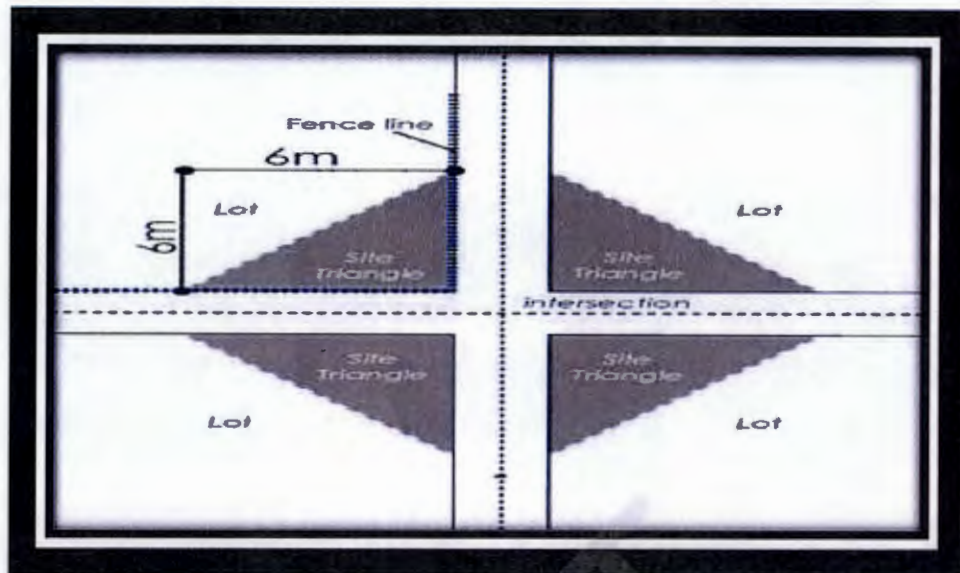
- vii) an uncovered swimming pool may project into a front, side or rear Setback area provided that the pool is not constructed within 1.8 m of a Lot line;
- viii) a retaining wall to a maximum height of 1.2 m may be sited on any portion of a Lot; and
- ix) roadside stands are permitted within a required setback; however, the Structure must not obstruct any vision or sight lines to and from a Highway, driveway or Lane and may need permission from the Ministry of Transportation and Infrastructure

3.7 Height of Buildings and Structures

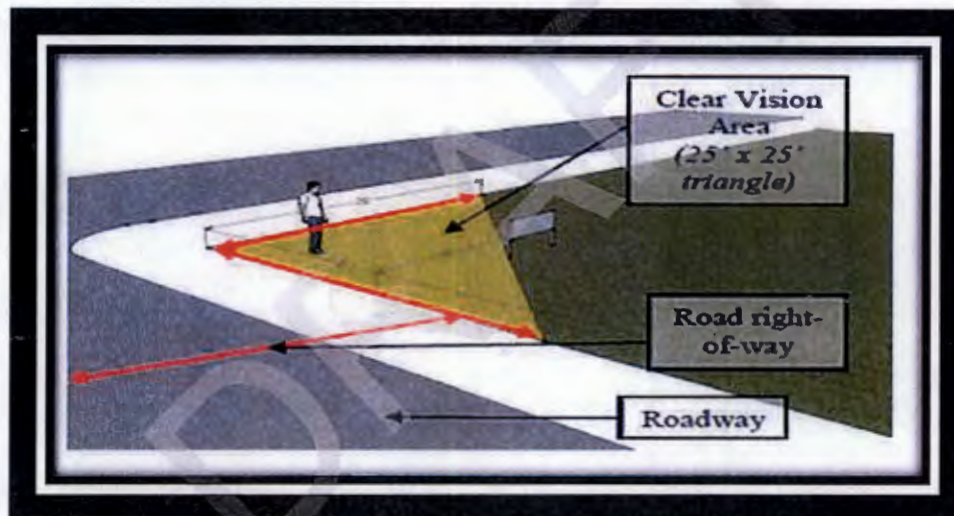
- a) Where a Zone or other part of this Bylaw includes a maximum height regulation entitled, no Building or Structure may be placed, constructed, sunk into, erected, moved, sited, altered or enlarged in a manner that exceeds the height specified. For certainty;
 - i) the maximum height in a Zone may vary according to the use of the Building or Structure, as specified in the Zone;
 - ii) where the regulation refers to a specific type of Building or Structure, the regulation must be applied to that type of Building or Structure only; and
 - iii) if more than one regulation applies, the most restrictive governs.
- b) The height of Buildings and Structures permitted in this Bylaw must be calculated based on the vertical distance from the average Natural Grade level of the Building footprint to the highest part of the roof surface;
- c) The height of a fence, wall or similar screen must be determined by measurement from the ground level at the average Natural Grade level within 1.0 m of both sides of such fence, wall or similar screen;
- d) Despite the above, the maximum Building Height may be exceeded for the following, provided that portions of, or projections from, Buildings or Structures must not exceed 18.0 m:
 - i) communication towers and antennas;
 - ii) spires, belfries and domes;
 - iii) chimneys;
 - iv) flag poles;
 - v) elevator shafts; and
 - vi) stair and hose towers.
- e) Agricultural Buildings and Structures constructed on Lots in the Agricultural Land Reserve are exempt from the Building Height requirements.

3.8 Sight Line Requirements at Intersections

- a) Nothing must be constructed or maintained, nor must any type of hedge be maintained or allowed to grow, exceeding a height greater than 3.0 m above the established grade of the Highway or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the intersecting Lot lines at a street corner and a line joining points along said Lot lines, as illustrated below:



The following diagram below is provided for illustrative purposes only;



3.9 Subdivision of Land

- a) The purpose of this section is to regulate the requirements of Lots which may be created by Subdivision.

3.9.1 Minimum Lot Size and Width

- a) The size and width of a Lot to be created by subdivision and which may lawfully be used as the site for Development must not be less than the minimum dimensions and area for the construction of Buildings or Structures, as set out in the minimum Lot size and width statement in the applicable Zoning schedule, where such minimum area and width have been specified.

3.9.2 Minimum Frontage

- a) As required by the *Local Government Act*, as amended from time to time, no Lot in any proposed subdivision must have less than 10% of its perimeter fronting on a Highway. This requirement may be relaxed by the Council upon application by the property owner.
- b) Notwithstanding Section 3.9.2 (a) above, the minimum frontage for Lots of Land in a cul-de-sac, may be less than 10% of the perimeter of the Lot, provided that the minimum frontage is not less than 7.5 m and the width of the Lot is not less than 10.0 m measured 5.0 m back in a perpendicular manner from the front Lot line.

3.9.3 Lots Exempt from the Minimum Lot Size Requirements

- a) The consolidation of two or more Lots into a single Lot is permitted, notwithstanding that the consolidated Lot may not comply with the minimum Lot size requirement as specified in the Zone in which the new Lot is situated.
- b) The realignment of Lot lines to create new Lots may be permitted provided that:
 - i) the number of new Lots created by Subdivision would be equal to or less than the number of Lots that existed prior to the subdivision;
 - ii) the boundary change would not result in the creation of a Lot having less than 80% of the area of any of the original Lots;
 - iii) where a subdivision is created through the use of density bonusing provisions of the Local Government Act; as amended from time to time and any applicable Municipal Bylaws and policies;
 - iv) where a subdivision is created through the use of density averaging as permitted in applicable Municipal Bylaws or in the provisions of the Strata Property Act, as amended from time to time. Provided that the Owner voluntarily registers a restrictive covenant pursuant to the *Land Title Act*, as amended from time to time, which prohibits the further Subdivision of any part of the Land used in the averaging calculation;

3.9.4 Lot Shape

- a) Unless the pattern of existing Subdivision precludes it, and unless it is impracticable, side Lot lines must be perpendicular or radial to the adjoining Highway; and
- b) A panhandle Lot must not be created where the access strip is narrower than 7.5 m.

3.9.5 Subdivision to Provide a Residence for a Relative

- a) The minimum size for a Lot that may be subdivided under the *Local Government Act*, as amended from time to time, is outlined in the table below:

Zone category	Lot Size allowed
Residential	2.5 Ha
Commercial	1.0 Ha

3.9.6 Subdivision of Lots Separated by Roads or another Lot

- a) Notwithstanding the minimum Lot area provisions of each Zone, where a portion of a Lot is physically separated from the remainder of the Lot by a Highway or another Lot, which separation was in existence as of the date of adoption of this Bylaw, the

physically separated portion may be subdivided from the remainder of the Lot provided that:

- i) The Highway or other Lot is used as the subdivision boundary;
- ii) If the Lot lies in the Agricultural Land Reserve, the approval of the Agricultural Land Commission has first been obtained; and
- iii) No Lot created pursuant to this section must be less than 1 Ha in area where connection to a Community Water System is not available and 0.4 Ha in an area where Community Water System connections are made to each Lot.

3.9.7 Current Subdivision of Lots

- a) In each Zone, all Lots that have a lesser Lot area, frontage or depth than required herein, and that were registered on a plan in the Land Titles Survey Authority of British Columbia prior to the date of adoption of this Bylaw, are established as locations where the minimum Lot area, frontage or depth requirements of the Zone do not apply, but only to the extent necessary to permit the use of that Lot for a Permitted Use in that Zone, and only on the condition that all other requirements of this Bylaw applying in that Zone must be observed.

3.10 Conversion of Buildings or Structures

- a) Buildings or Structures may be converted, Altered or remodeled for another use, provided that:
 - i) the Building Inspector certifies that the Building or Structure is structurally suitable for such conversion, and
 - ii) the converted Building or Structure must conform with all the provisions and regulations prescribed for in the Zone in which it is located.

3.11 Flood Control Requirements

- a) The following Land is designated as a floodplain:
 - i) Land designated as a floodplain within the boundaries of the Village and shown approximately on Schedule "A" of the attached map which forms a part of this Bylaw, and
 - ii) any lot lower than the flood levels specified in 3.11(b) below.
- b) The following elevations are specified as the flood level, except that where more than one flood level is applicable, the higher elevation must be considered as the flood level:
 - i) elevation 14.55 m Geodetic Survey of Canada datum,
 - ii) 1.5 m above the Natural Boundary of Miami Creek, the Miami Slough or any other water course,
- c) Where a flood level or setback has been specified:
 - i) the underside of any floor system or the top of any pad supporting any space, room or Mobile or Modular Home, that is used for Residential Dwelling purposes, Commercial uses, or the storage of goods which are susceptible to damage by floodwater must be above the specified flood level

- ii) outlined in 3.11(b) above, any compacted landfill required to support a floor system or pad must not extend within any setback from a watercourse or body of water specified by the Bylaw or the Ministry of Environment and Climate Change Strategy, as amended from time to time,
 - iii) engineered structural support or engineered compacted landfill may be used to elevate the underside of the floor system or the top of the pad above the flood level specified in 3.11(b) above. In addition to be engineered drawings the structural support or compacted landfill must be designed to protect against scouring, erosion from flood flows, wave action, ice flows and other debris movements, and
 - iv) the Building Inspector may require that a professional engineers' Letter of Assurance has been provided prior to any final inspection,
 - v) any exemptions must follow the requirements as laid out in Section 524 of the *Local Government Act*, as amended from time to time, and
 - vi) no electrical system can be below the minimum flood level, as outlined in 3.11(b) above.
- d) Notwithstanding the above the following exemptions apply:
- i) on any renovation of an existing Building or Structure that does not involve an addition to the Building or Structure,
 - ii) that portion of a Building or Structure to be used as a Carport, Garage or entrance foyer,
 - iii) hot water tanks and furnaces located on Lots behind standard dykes, and
 - iv) Commercial uses other than any electrical systems, under the designated flood level outlined in 3.11(b) above.

3.11.1 Additional Requirements

- a) Notwithstanding any other provision of this Bylaw, no Residential Dwelling or any part thereof must not be constructed, reconstructed, move, extended or be located within 30.0 m of the Natural Boundary of a lake, river, stream, marsh or pond, unless a professional engineer's stamped and signed drawings, of competent experience, indicating that the Lot can be used safely for the intended use has been received.
- b) Any construction in any alluvial fan must be accompanied by a Letter of Assurance from a professional engineer, of competent experience, indicating that the proposed use can be used safely on the applicable Lot.

PART 4.0 ADDITIONAL REGULATIONS FOR CERTAIN LAND USES

4.1 Marihuana Facilities

- a) A Marihuana Dispensary and any Marihuana Operations are a prohibited use in any Zone whether in a retail storefront format or through a non-profit compassion club, society or otherwise; and
- b) Any Medical Marihuana Production Facility is a prohibited Land Use in all Zones except where authorized by Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002, as amended from time to time.

4.2 Accessory Buildings or Structures and Uses

- a) Buildings, Structures or uses must comply with the following:
 - i) an Accessory Building or Structure must not be situated on a Lot unless the Permitted Building or Structure, to which the Accessory Building or Structure is incidental, has already been erected or will be erected simultaneously with the Accessory Building or Structure on the same Lot, with the exception of one Accessory Building or Structure not exceeding 25 m² of the gross floor area, used only for storage purposes;
 - ii) a Garage or Carport attached to a Permitted Building or Structure, by an enclosed, heated area that is not more than 5 m in length, is deemed to be a portion of the Permitted Building or Structure;
 - iii) Land comprising the common property in a strata plan may be used for purposes Accessory and customarily incidental to Permitted Uses on the strata Lots within the same strata plan. For the purposes of Accessory Buildings or Structures that may be constructed on common property, the same setbacks, Building or Structure height, Lot coverage and other Building or Structure standards apply as those which apply to strata Lots in the same Zone; and
 - iv) no part of an Accessory Building or Structure must be used for Residential Use purposes or Tourist Accommodations purposes, except as otherwise provided for in this Bylaw.

4.3 Accessory Residential Suites

- a) Accessory Residential Suites will be permitted for all Uses, except in a Duplex Dwelling, Townhouse, Apartments, Mobile Homes;
- b) Unless a Zone specifically provides for otherwise, only one (1) Accessory Residential Suite is permitted per Lot;
- c) Where a Lot is not serviced by the Municipal Community Sewer System, written confirmation from the applicable licensing body that the capacity of the Lot's sewer system will not be compromised by the presence of an Accessory Residential Suite is required;
- d) Accessory Residential Suites must have a total Gross Floor Area of not more than 90.0 m². For the purposes of this section, the Gross Floor Area does not include areas used for common storage, common laundry facilities, or common areas used for access or egress. In addition to the total size of the suite, the Accessory Residential Suite must have an area of less than 40% of the habitable area of the Detached Dwelling. For the purposes of this section, the habitable area calculation does not include the attached garage;
- e) Accessory Residential Suites cannot be subdivided from the Building or Structure of which it is part of under the *Strata Property Act*, as amended from time to time; and
- f) One off-street parking space in addition to those required for the Permitted Use must be provided.

4.4 Fences, Screening and Retaining Walls

4.4.1 Fences and Retaining Walls

- a) Except as otherwise specifically stated in this bylaw;

- i) The height of a fence or wall must be measured to the highest point from, and perpendicular to, a line representing the average Natural Grade level at its base, including where a fence or wall is constructed above a retaining wall;
 - ii) The maximum height of a fence must not exceed 1.2 m in a front yard and not more than 1.8 m on all other parts of a Lot in a Residential zone;
- b) Notwithstanding paragraph (a) above;
- i) the fence height may be increased to 2.0 m in a front yard provided transparent mesh is used for the portion of fence that is more than 1.2 m in height;
 - ii) the maximum height of a fence must not exceed 2.5 m in any other zone;
 - iii) fences used in association with recreational uses, such as playing fields, golf courses, driving ranges and tennis courts must not be limited in height, provided such fences are constructed of materials that permit visibility, such as transparent mesh; and
 - iv) fences may be constructed on any portion of a Lot, including within a required setback area, except closed fences and landscape screens must be less than 2.0 m in height when sited in a required setback area from a Lot line adjoining any Residential use;
- c) The use of barbed wire, razor wire, electric current, or any hazardous material for fencing is prohibited within all zones designated by this bylaw, except where such fencing is required in conjunction with activities explicitly designated as farm uses pursuant to the Agricultural Land Use, Subdivision and Procedure Regulation, 171/2002, as amended from time to time and
- d) In a Residential zone, a single retaining wall must:
- i) not exceed a height of 1.2 m measured from the Average Natural Grade level at its base; and
 - ii) not be located within 0.6 m, measured horizontally, of any other retaining wall.

4.4.2 Screening

- a) Where a Lot is Developed for a Commercial or Community use as permitted within a Commercial, Community or Comprehensive Development Zone, and where such a Development shares a Lot line with an adjacent Lot that is either:
- i) within a Residential Zone; or
 - ii) occupied with a Residential Use;

the owner must provide Screening along such Lot line. The Screening must be not less than 1.8 m in height nor more than 2.0 m in height, except where the Screening consists of 100% plant material, in which case there must be no maximum height.

- b) Notwithstanding the paragraph (a) above, Screening will not be required along the shared Lot line in cases where:
- i) a Building or Structure is built on the Lot line; or
 - ii) a Residential Use is developed on a Lot that is Zoned Commercial, or Community at the time of adoption of this Bylaw.

- c) Notwithstanding paragraph (a) above, where a Lot is Developed for a Commercial, or Community use as permitted within a Commercial, Community or Comprehensive Development Zone and where such a Lot is separated by a Lane from a Lot that is:
 - i) within a Residential Zone; or
 - ii) occupied with a Detached, Duplex, or Townhouse Residential Dwelling;

the owner must provide Screening along the entire Lot line abutting the Lane. The Screening must not be less than 1.8 m in height nor more than 2.0 m in height, except where the Screening consists 100% of plant material, in which case there must be no maximum height;

- d) Notwithstanding paragraph (a) above, where a Lot in a non-Agricultural, when the Lot is Developed, the owner must provide Screening along the entire length of any Lot line adjoining Land in the Agricultural Land Reserve. The Screening must be designed to minimize any potential Land Use conflicts with the Permitted Agricultural use. The Screening must not be less than 1.8 m in height nor more than 2.0 m in height, except where the Screening consists of 100% plant material, in which case there must be no maximum height.
- e) Notwithstanding paragraph (a), (b) and (c) above, Screening will not be required for the points of Motor Vehicle ingress and egress and for a distance of 3 M on either side of the points of ingress and egress;
- f) Screening, where required by this Bylaw, must be maintained at all times by the owner of the Lot on which they are required; and
- g) If there are any solid waste enclosure requirements in any Zone, then the following regulations apply:
 - i) solid waste must be stored in an animal proof enclosure and such enclosure must contain enough space for separate containers for sorting recyclable products;
 - ii) such enclosure, must have unblocked access; and
 - iii) the enclosure must match in character and the exterior finish for the Building or Structure which it serves, if this type of enclosure is not located within a permitted Building or Structure.

4.5 Home Occupations

- a) For Zones within which a Home Occupation is a permitted use, the following regulations apply:
 - i) all Home Occupation uses, must be conducted within a Residential Detached Dwelling Unit or a wholly enclosed Accessory Building or Structure. This does not include a Community Care Facility;
 - ii) all Home Occupation uses must be clearly subservient and incidental to a Permitted Residential Dwelling Use of the Lot;
 - iii) the Home Occupation must not have a Gross Floor Area that exceeds 100 m² or 40% of the Gross Floor Area of the Permitted Residential Detached dwelling in which the Home Occupation use is located, whichever is less;
 - iv) there must be no Alteration from a Permitted use of the Land or Building or Structure where the Home Occupation is located;
 - v) the Home Occupation must not create excessive traffic or a nuisance of any kind;
 - vi) the Home Occupation must not discharge wastewater to a watercourse,

- groundwater or septic field, except as permitted pursuant to the *Environmental Management Act*, as amended from time to time or the *Community Health Act*, as amended from time to time;
- vii) the Home Occupation must not involve any external display or advertisement of the business other than a maximum of one non-illuminated sign, which must not exceed 0.4 m² in area;
- viii) the Home Occupation must comply with all applicable provincial and federal regulations and have a valid and current Municipal Business Licence;
- ix) Automobile body shop, automobile service, boat service, automobile salvage or wrecking yard, Micro-Brewery, distillery, and processing plants are not permitted as Home Occupations;
- x) except as permitted in accordance with the *Agricultural Land Commission Act*, as amended from time to time, fish, livestock operations, Medical Marihuana facilities or poultry processing are not permitted as Home Occupations;
- xi) no off-site parking associated with the Home Occupation use is permitted and the use must provide parking in accordance with the Parking Requirements of this Bylaw, as amended from time to time.

b) Home Occupations must not discharge or emit the following across Lot lines:

- i) odorous, toxic or noxious matter or vapours;
- ii) heat, glare, electrical interference or radiation;
- iii) recurring ground vibration; and
- iv) noise level requirements must follow any applicable noise regulations created by the Village of Harrison Hot Springs.

4.6 Temporary Buildings or Structures used during construction of a new Detached Dwelling Unit

a) A temporary Building or Structure may be placed on site for construction purposes on a Lot being Developed, for a period not to exceed the duration of such construction or one year, whichever is less, as outlined in section 4.6.1 below;

4.6.1 Temporary Use of an Existing Detached Dwelling Unit during Construction

a) Despite a restriction under this Bylaw on the number of dwellings permitted on a Lot, an owner of a Lot which already has an existing Detached Dwelling Unit located on it, while in the process of constructing a new Detached Dwelling Unit and with an approved Building Permit on the same Lot, may continue to occupy the existing Detached Dwelling Unit during construction of the new Detached Dwelling Unit, subject to the following conditions being met:

- i) the owner of the Lot agrees to and enters into a restrictive covenant in favour of the Municipality pursuant to the *Land Title Act*, as amended from time to time, to the effect that the owner undertakes to remove the existing Detached Dwelling Unit or render it uninhabitable to the satisfaction of the Building Inspector following the granting of the certificate of occupancy for the new Detached Dwelling Unit. A Letter of Undertaking is not applicable in this situation;
- ii) when a covenant is required in accordance with subparagraph i), the covenant must specify that an Irrevocable Letter of Credit or other security

satisfactory to the Municipality, in the amount of \$10,000.00, must be issued in favour of the Municipality by the owner, to be forfeited to the Municipality in the event that the other terms of the covenant are not complied with, in which case the Municipality must use the \$10,000.00 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term must be for the entire term noted in the required covenant; and

- iii) the actions required by covenant under Subparagraph i) must be completed within a maximum time period of two (2) years from the date of issuance of the Building Permit to completion and occupancy of the new Detached Dwelling Unit, and that this time period must be specified in the covenant.

4.7 Intermodal Storage Containers

- a) Intermodal Storage Containers when allowed as a Permitted use in a Zone contained within this Bylaw, must be used in accordance with the following requirements:

- i) the containers must be used for auxiliary storage purposes only;
- ii) they must not be reconstructed, altered or modified in any way to be used for living accommodation or human habitation for either personal or business purposes;
- iii) they must not be used to store animals, trash, refuse, contaminated or hazardous materials;
- iv) they must be placed on a hard dust free surface pad area made with either concrete, asphalt or similar materials and they must not be permanently fixed to the ground;
- v) they may be used for temporary storage during the construction of a permitted Building or Structure. The terms and conditions of the temporary storage container during construction must be identified in the Building Permit;
- vi) on Lots where containers are permitted, they must not be stacked one upon another or laid out in a row;
- vii) they must not occupy any of the Permitted Uses required parking spaces and if applicable the required loading spaces or interfere with the circulation of Motor Vehicles or pedestrians;
- viii) the container must comply with the setback requirements for any Accessory Buildings or Structures in the applicable Zone;
- ix) the container must comply with all other applicable regulations contained within this Bylaw.

- b) In addition to the above, Intermodal Storage Containers in Commercial Zones must also be subject to the following requirements:

- i) no more than one storage container is permitted per Lot;
- ii) not permitted within any front yard area and not project beyond the front face of the Permitted Building and Structure;

- c) For the purposes of this Bylaw, railroad cars, truck vans, converted manufactured homes, travel trailers, recreational vehicles, bus bodies, vehicles and similar prefabricated items and Structures originally built for purposes other than storage are not permitted as accessory storage Buildings or Structures.

4.8 Swimming Pools, Spas and Hot Tubs

- a) Where a Residential or a Commercial use is Permitted, a swimming pool, spa or hot tub is Permitted as an Accessory Use, in accordance with the following provisions:
 - i) any swimming pool, spa or hot tub must not be located within 15.0 m of a Front Lot line or within a required side or rear Lot line setback;
 - ii) above ground pools must have a maximum Height of 2.5 m; and
 - iii) the combined area of the swimming pools, spa or hot tub must not exceed 15% of the total Lot area.

4.9 Tourist Accommodation

- a) In any Zone where a Tourist Accommodation use is Permitted the following regulations apply:
 - i) no noise, vibration, smoke, dust, odors, heat, glare, electrical or radio disturbance detectable beyond the property boundary must be produced by Tourist Accommodation;
 - ii) meals may be provided to customers of a Tourist Accommodation only and not the Community; and
 - iii) any person intending to operate a Tourist Accommodation must hold a valid and current business license from the Village.

4.10 Coach Houses

- a) Coach Houses will be allowed in the following Residential Zone only:
 - i) Residential 2 (Duplex) R2.
- b) The distance between the Permitted Residential Dwelling unit and the Coach House must be a minimum of 3.0 m;
- c) The combined Gross Floor Area of all Accessory Building or Structures on the Lot, including the Coach House, must not exceed 90m²; and
- d) Coach houses are not permitted on a Lot, unless a connection to both a Community Sewer and a Community Water system exists.

4.11 Coach House or Residential Accessory Suite

- a) On any Lot where a Coach House or a Residential Accessory Suite are permitted, either a Coach House or a Residential Accessory Suite is permitted but not both.

PART 5.0 ADDITIONAL PLANNING TOOLS

5.1 Amenity Bonusing Provisions

5.1.1 Amenity Factors

- a) Notwithstanding the individual density requirements of the respective Zone, the use of Amenity Bonusing is applicable in all Zones, to protect and conserve any environmental feature that the Council determines to be significant. The following

factors, on a case-by-case analysis, must be considered where relevant:

5.1.2 Amenity Environmental Factors

- a) Environmental values are identified prior to any site clearing and design;
- b) The development is located away from areas with high environmental values, and natural buffers are placed between the development site and sensitive features;
- c) The development is concentrated in areas with lower environmental values;
- d) The site plan protects both the area's biodiversity and clean water;
- e) The development is located away from areas that may be subject to erosion, flooding and wildfire conflicts;
- f) The impacts of Highways are minimized, and Development is in proximity to and accessible to existing Highways, and if possible transit;
- g) The development should have the potential to contribute to the overall reduction of community dependence of travel by automobile; and
- h) The fragmentation of habitat is minimized.

5.1.3 Amenity Zoning Tools

- a) The Municipality may consider the use of any of the following tools for the implementation of the amenity;
 - i) site-specific Zoning or the use of a comprehensive development Zone;
 - ii) covenants;
 - iii) an increase in the permitted Lot coverage or Floor Area Ratio for that Zone;
 - iv) designation of development permit areas;
 - v) the use of cash-in-lieu; or
 - vi) any combination of the above tools.

5.2 Temporary Use Permits

- a) Notwithstanding the permitted uses as outlined in each Zone, a Temporary Use Permit for Commercial purposes only may be issued for any Lot located within the Municipality, subject to Section 5.2.1 below: and
- b) Staff must follow the process as outlined in the Village's *Development Procedure Bylaw*, as amended from time to time, for the issuance of permits.

5.2.1 Temporary Use Permit Requirements

- a) Council may consider issuing a permit for temporary commercial uses where the following criteria has been reviewed:
 - i) the temporary use must operate at an intensity of use suitable to the surrounding area;
 - ii) the temporary use is not for any Tourist Accommodation use in a Residential Zone;
 - iii) there is adequate space on the Lot for the required off street parking requirements;
 - iv) the temporary use must be compatible with regard to use, design and operation with the surrounding uses;
 - v) the temporary use does not negatively affect the surrounding uses or properties in terms of noise, lighting, parking, traffic or any health and safety impacts; and

- vi) the public has had an opportunity to comment on the proposed temporary use as outlined in the *Local Government Act*, as amended from time to time.

5.2.2 Additional Conditions, Security required, Terms and Renewal Options

- a) In addition to the current permit conditions as outlined in the *Local Government Act*, as amended from time to time, Council may:
 - i) ask the owner of the Land to give an undertaking to; demolish or remove a Building or Structure or restore Land described in the permit to a condition specified in the permit by a date specified in the permit,
 - ii) require the owner of the Land to provide to the Municipality, security to guarantee the performance of the terms of the permit, and
 - iii) issue the permit for a term not to exceed three-years and consider the renewal of the permit once for an additional term not to exceed three years.

PART 6.0 PARKING AND LOADING REQUIREMENTS

6.1 Off-street Parking General Requirements

- a) Minimum off-street parking spaces and facilities must be provided in accordance with the following table below and the requirements of this section. Where a specific Use is not identified, a similar use to one listed in the following table must be selected as an applicable standard;
- b) Parking stalls may be provided as off-street parking, or as cash-in-lieu of parking payments for on-street parking as set out below in this Bylaw;
- c) When off-street parking is required, a plan of the proposed parking arrangement, drawn at a reasonable scale, showing the off-street parking spaces and access driveways must be part of the site plan submitted as a part of the application package, if this is not possible then it must be filed with the Building Inspector prior to issuance of a Building Permit;
- d) Where the calculation of the required off-street parking spaces results in a number that is a whole number plus a fraction, the number of required spaces must be rounded up to the next whole number;
- e) Where a Building, Structure or a Lot contains more than one function or Use, the required number of parking spaces must be the total sum of the requirements for each function or Use;
- f) At least two parking spaces must be provided for each Lot unless no Building or Structure is located on such Lot;
- g) Where seating accommodation is the basis for a unit of measurement and consists of benches, pews, booths or similar seating accommodation, each 0.5 m² of seating area must be deemed to be one seat;
- h) All Multiple Unit Residential, mixed Residential and Commercial Development must provide bicycle parking at a rate of 20% of the required vehicle parking;
- i) All Multiple Unit Residential, mixed Residential and Commercial Developments requiring at least 20 parking spaces must provide at least one electric vehicle charging outlet, which is readily accessible for charging a vehicle in a required parking space;
- j) For any Use required to be accessible to persons with a disability by the *BC Building Code*, as amended from time to time, a minimum of one parking space for a person with a disability must be provided;
- k) Where 20 or more parking spaces are required by this Bylaw, the required spaces

must be accessible to persons with a disability, as outlined in the table below;

Total Required Parking Stalls	Required Number of Disability Parking Spaces
20-50	4
81-110	6
111-140	8
141-170	10

- l) The parking requirements established in this section do not apply to a Building or Structure or Use existing prior to the adoption date of this Bylaw, provided there is no change, expansion or addition to the Building or Structure or Use that requires more parking spaces than were required for the existing Building or Structure or Use when this Bylaw was adopted. If there is an expansion or addition to an existing Use or Building or Structure, then the provisions of this section apply to the expansion or addition; and
- m) For the purposes of this Bylaw the required parking spaces have been broken into the following categories of uses:
 - i) Residential;
 - ii) Commercial;
 - iii) Community.

6.1.1 Residential Parking Requirements

Land Use	Required Number of On-site Parking Stalls
For All Residential and Similar Land Uses	
Accessory Building & Structure	N/A
Home Occupation	1 per employee
Accessory Residential Suites	1 per suite
Detached Dwelling	2 per Dwelling Unit
Apartment	1.25 per Dwelling Unit (includes a visitor parking area)
Coach Houses	1 per Dwelling Unit
Duplex Dwellings	2 per Dwelling Unit
Townhouse Dwellings	2 per Dwelling Unit and .25 per Unit for the visitor parking area
Mobile/Modular Home	2 per Dwelling Unit and if in a park .25 per Unit for the visitor parking area

6.1.2 Commercial Parking Requirements

Land Use	Required Number of On-site Parking Stalls
For All Commercial and Similar Land Uses	
Campgrounds	2.5 spaces per campsite, includes visitor parking

Tourist Accommodation	1 space per room plus 1 space per 4 seats for any restaurant or bar
Laundromat	1 space per 4 washing machines
Gas Station	1 per 40m ² of GFA and 1 per every 2 fuel or propane tanks
Personal Service Establishment	1 space per 28 m ² of GFA
Pubs/Lounge	1 space per 2 seats
Restaurant	1 space per 3 seats
Community Care Facility – Day care Group Care	1 per person in care 1 per 4 beds
Convenience Stores	.25 per 100 m ² of GFA
Micro-Brewery	1.5 spaces per employee

6.1.3 Community Parking Requirements

Land Use	Required Number of On-site Parking Stalls
For All Community and Similar Land Uses	
All community uses (unless listed)	1 space per 37 m ² of GFA ¹
Places of Worship	1 space per 8 seats
Day Care	See the Commercial parking requirements
School Elementary	2 spaces per classroom

Notes: 1/. GFA is Gross Floor Area

6.2 Parking Cash-in-lieu for the Required Commercial Parking

- a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing use or new Development that would result in an increase in the number of required parking spaces, cash in lieu may be paid to the Municipality by the owner or occupier of the Land subject to the following requirements:
- i) The cash-in-lieu of parking payments collected will be placed into the Municipal Parking Reserve Fund; and
 - ii) If Cash-in-lieu is to be provided it must be in accordance with the following amount, which represents 2017 dollars, and adjusted in accordance with Subparagraph iii);
 - **\$15,000 per ground level parking space**
 - iii) The cash-in-lieu amount must be adjusted for inflation each year beginning in 2017, according to the British Columbia Consumer Price Index, annual average for “all items”, as published by BC Stats each January.

6.3 Parking for Persons with a Disability

- a) Each parking space designated as a disability vehicular parking stall must be signed and pavement marked with the International Symbol of Accessibility for the handicapped; and
- b) Disability vehicular parking stalls must be located as near as practical to the Building or Structure entrance designed for handicapped persons. Changes in elevations between the entrance and the parking space must be non-existent; and
- c) Be surfaced with material conducive to providing access for wheelchairs.

6.4 Off-Street Parking Design Criteria, Development and Maintenance

- a) The minimum required dimensions for parking spaces and drive aisles must be in accordance with the table below and the other requirements of this section:

Angle of Parking	Parking Space Width	Parking Space Length	Drive Aisle Width
30	2.75 m	5.8 m	3.5 m
45	2.75 m	5.8 m	4.0 m
60	2.75 m	5.8 m	5.5 m
90	2.75 m	5.8 m	7.0 m
Parallel	2.75 m	7.0 m	3.5 m

- b) Where three or more parking spaces are required, 33% of the required parking spaces may be reduced to 4.6 m in length provided that such spaces are clearly marked small vehicle only within the parking space or on the facing wall or fence, if available;
- c) Despite the minimum required dimensions for parking spaces in paragraph (a), all parking spaces for persons with a disability must be a minimum of 4.0 m in width;
- d) Where any required parking space abuts, along its length any portion of a Fence, Building or Structure, the minimum parking space width must be increased by 0.3 m for that space only;
- e) Except for Residential uses, Highway access or egress from parking areas must be not less than 15.0 m from the nearest point of intersection of any two Highways;
- f) The required parking spaces are not permitted to be located within 1.0 m of a Lot line adjoining any Highway;
- g) All parking areas must be provided with adequate curbs to retain all Motor Vehicles within such permitted parking area and to ensure that adjacent Buildings or Structures, Fences, walkways and landscaped areas are protected from the parked Motor Vehicles;
- h) The maximum grade and cross slope for a parking space or parking area required by this Bylaw must not exceed 8%;
- i) Each parking stall must be surfaced with asphalt, concrete, or permeable drivable surface, such as but not limited to the following: including:
 - (i) porous pavers;
 - (ii) cobblestones;
 - (iii) turf block; and

(iv) honeycomb grid.

- j) All parking areas required for Commercial uses, Apartments uses and Townhouses must include one or more oil-water separators, and it must be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;
- k) If any lighting is used to illuminate any parking area it must be arranged to direct light upon such parking area and not into any adjoining Lots or Lands;
- l) That portion of any Lot used as a driveway from the Lot line to a required parking area must not exceed a grade of 20%;
- m) All the required parking spaces for all Uses must be located on the same Lot as the uses they serve, subject to Sections 6.2 or 6.6 of this Bylaw;
- n) Each parking area must be graded and drained in accordance with best engineering practices. In no case must drainage be allowed to cross any sidewalk;
- o) Within any Commercial, off-street parking areas they must not be located within 60 m of a Lot Line of any Lot that adjoins a Residential Zone; and
- p) The access to all off-street parking from a Highway must not be less than 6.0 m and not more than 9.0 m wide.

6.5 Off-Street Loading Requirements

- a) Minimum off-street loading spaces and facilities must be provided in accordance with the following table below and the requirements of this section;

Use of Lot, Building or Structure	Minimum Number of Off-Street Loading Spaces
Commercial	1 space for the 300 m ² to 500 m ² of GFA or 2 spaces for 501 m ² to 2,500 m ² of GFA, and 1 space for each GFA above 2,500 m ² or fraction thereof
Office Building or Structure	1 space for the 300 m ² to 3,000 m ² of GFA and 1 space for each GFA above 3,000, or fraction thereof

- b) A minimum of one off-street loading space must be provided on each Lot in a Commercial, Mixed Use or Community Use Zone;
- c) Off-street loading spaces must not be credited against the requirements for any off-street parking;
- d) Each off-street loading space involving the receipt and delivery of goods or materials by vehicles must be not less than 3 m wide, 9.2 m in length and have a vertical clearance of not less than 4.3 m;
- e) Each off-street loading space must always have access to an aisle that intersects with a Highway;
- f) Each off-street loading space must be surfaced with asphalt, concrete, or similar hard surface to provide a durable, dust-free surface, and must be graded and drained to properly dispose of all surface water;
- g) Any lighting used to illuminate any loading area must be so arranged to direct light upon such parking area and not any adjoining Lands or Lots.
- h) Loading areas must include one or more oil-water separators, and it must be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;

- i) The loading requirements established in this section do not apply to any Use or a Building or Structure that existed prior to the adoption date of this Bylaw. However, if there is an expansion or addition to an existing Use, Building or Structure then the provisions of this section apply to such expansion or addition.

6.6 Off-Street Parking Agreement for Commercial Uses

- a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing Use or new Development that would result in an increase in the number of required parking spaces, the additional required off-street parking spaces may be located on a Lot other than that upon which the Use, Building or Structure intended to be served are located, provided the off-site parking is secured by an agreement in accordance with the following:
- i) the agreement must indicate and be registered on title of the Development site and the individual offering the Lot;
- the location and number of parking spaces provided off-site,
 - the terms of any lease or rental agreement between the owner of the off-site parking area and the owner of the Building, Structure or use requiring off-site parking spaces, and
 - terms for the maintenance and where applicable the construction of the off-site parking area;
 - The agreement must require the approval of the Municipality and the Municipality must be a co-signatory; and
- ii) all costs associated with preparing the agreement must be paid by the owner of the Use, Building or Structure that the off-site parking spaces are intended to serve.

6.7 Parking or Storage of Vehicles

- a) In any Residential Zone, no more than the numbers and types of Motor Vehicles set out below will be permitted to be parked or stored on a Lot:
- i) four Motor Vehicles, one of which may be a truck or school bus not exceeding 4,500 kilograms gross Motor Vehicle weight or one-horse trailer or camper or recreation vehicle, and
- ii) one boat and trailer.

PART 7.0 ZONING REGULATIONS

7.1 Zones

- a) The Zones, as shown on Schedule A which is attached to and forms part of this Bylaw have the following the regulations assigned to each Zone as outlined below:

7.1.1 Residential Uses

Permitted Residential Uses	R-1 Zone	R-2 Zone	R-3 Zone	R-4 Zone	R-5 Zone
PERMITTED USES					
Detached Dwelling	◆	◆	◆		◆
Duplex Dwelling		◆			
Townhouse Dwelling				◆	
ACCESSORY USES					
Home Occupation	◆	◆		◆	
Accessory Residential Suite or a Coach House, but not both		◆			
Accessory Buildings or Structures	◆	◆	◆	◆	

DEVELOPMENT REGULATIONS FOR THE RESIDENTIAL ZONES

Residential Development Regulations	R-1 Zone	R-2 Zone	R-3 Zone	R-4 Zone	R-5 Zone
Minimum Lot Size for subdivision purposes(m ²)	925 ⁽¹⁾ 540 ⁽²⁾	925 ⁽¹⁾ 697 ⁽²⁾ 1125 ⁽³⁾ 925 ⁽⁴⁾	360 ⁽²⁾	1500 ⁽²⁾	130 ⁽²⁾
Subdivision for a relative (Ha)	2.5	2.5	2.5	2.5	2.5
Minimum Lot Width (m)	18	18 ⁽⁵⁾ 24 ⁽⁶⁾	12.5	22.5	9
Maximum Density (units / ha)	NA	NA	NA	35	50
Maximum Lot Coverage (%)	40	40	55	55	50
Minimum Front Setback (m)	7.5	7.5	4.5	4.5	2 6 with a front deck
Minimum Rear Setback (m)	7.5	7.5	4	7.5	3.5
Minimum Interior Side Setback (m)	1.5	1.5	1.2	3.6	1.2
Minimum Exterior Side Setback (m)	3.6	3.6	3.6	7.5	1.2
Maximum Height (m)	10.7	10.7	10.7	11	10.7
Minimum Amenity Area (m ²)	NA	NA	NA	5 per unit ⁽⁷⁾ 10 per unit ⁽⁸⁾	NA
Off-Street Parking	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time

Notes:

- 1/. Sewer only
- 2/. Must be hooked into a Community Water System and a Community Sewer System
- 3/. Duplex – with sewer only
- 4/. Duplex – must be hooked into a Community Water System and a community sewer system
- 5/. Detached Dwelling Unit
- 6/. Duplex Dwelling Unit
- 7/. When a development consists of 10 units or less
- 8/. When a development consists of 11 units or more

Additional Requirements:

1/. For any home occupations refer to the off-street parking requirements of this bylaw, as amended from time to time

2/. Accessory Building and Structure requirements are noted below:

Residential Accessory Building or Structure Regulations	R-1 Zone	R-2 Zone	R-3 Zone	R-4 Zone	R-5 Zone
Maximum Number of Buildings or Structures	2	2	2	2	NA
Minimum Front Setback (m)	15	7.5	4.5	4.5	NA
Minimum Rear Setback (m)	1.5	1.5	1	1.5	NA
Minimum Interior Side Setback (m)	1.5	1.5	1.2	3.6	NA
Minimum Exterior Side Setback (m)	7.5	3.6	3.6	7.5	NA
Maximum Height (m)	5	5	5	5	NA

7.1.2 Commercial Uses

Permitted Commercial Uses	C-1 Zone	C-2 Zone	C-3 Zone	C-4 Zone
PERMITTED USES				
Community Care Facility	♦	♦		
Medical Clinic	♦			
Apartments	♦	♦	♦	
Entertainment facility	♦			
Service Station	♦			
Tourist Accommodation	♦	♦	♦	
Financial Institutions	♦			
Cultural uses	♦			
Pubs	♦			♦
Offices	♦			
Personal Services Uses	♦			
Parking Garage	♦			
Retail Establishments	♦			♦
Restaurants	♦	♦		♦
Convenience Stores	♦	♦		
Catering Establishments	♦			
Marinas/Float Plane dock				♦
Campground/Holiday Parks			♦	
Recreation Facility	♦			
Detached Dwelling	♦		♦	
Micro-Brewery ⁽¹⁾	♦			♦
ACCESSORY USES				
Apartment	♦	♦	♦	♦
Detached Dwelling	♦	♦	♦	♦
Accessory Buildings or Structures	♦	♦	♦	♦

DEVELOPMENT REGULATIONS FOR THE COMMERCIAL USES

Commercial Development Regulations	C-1 Zone	C-2 Zone	C-3 Zone	C-4 Zone
Minimum Lot Size for subdivision purposes(m ²)	464	464	1500 ⁽³⁾ 925 ⁽⁴⁾ 464 ⁽⁵⁾ 16,200 ⁽⁶⁾	464
Subdivision for a relative (Ha)	1	1	1	1
Floor Area Ratio	1.5		1.5	60
Minimum Lot Width (m)	20	20	20	20
Maximum Density (units / ha)	NA	NA	NA	NA
Maximum Lot Coverage (%)	75	60	100	60
Minimum Front Setback (m)	0	7.5	7.5	7.5
Minimum Rear Setback (m)	0 ⁽²⁾	6	0 ⁽⁷⁾	6
Minimum Interior Side Setback (m)	0	3.6	0 ⁽⁷⁾	3.6
Minimum Exterior Side Setback (m)	0 ⁽²⁾	3.6	0 ⁽⁷⁾	3.6
Maximum Height (m)	15	6.5	15	12
Off-Street Parking	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time
Off-Street Loading	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time	As per the requirements of this bylaw, as amended from time to time

Notes:

- 1/. A Micro-Brewery must be located on a Lot with a minimum Lot size of 446 m² and have a maximum building height of 6.0 m.
- 2/. A setback of 7.5 m is required if abutting against a residential use or is a residential use
- 3/. For mixed uses in the C-3 Zone
- 4/. For motels/hotels in the C-3 Zone
- 5/. For all other permitted uses in the C-3 Zone
- 6/. For an Holiday Park located in the C-3 Zone
- 7/. A setback of 6.0 m is required if abutting against a residential use or is a residential use

Additional Requirements:

1/. Accessory Building and Structure requirements noted below:

Commercial Accessory Building or Structure Regulations	C-1 Zone	C-2 Zone	C-3 Zone	C-4 Zone
Maximum Number of Buildings or Structures	1	1	1	1
Minimum Front Setback (m)	0	0	0	4.5
Minimum Rear Setback (m)	0	0	0	6
Minimum Interior Side Setback (m)	0	0	0	3.6
Minimum Exterior Side Setback (m)	0	0	0	7.5
Maximum Height (m)	5	5	5	4.5

7.1.3 Community Uses

Permitted Community Uses	P-1 Zone
PERMITTED USES	
Community Uses	◆
Farmers' Markets	◆
ACCESSORY USES	

DEVELOPMENT REGULATIONS FOR THE COMMUNITY USES

Community Development Regulations	Zone
Minimum Lot Size for subdivision purposes(m ²)	NA
Subdivision for a relative (m ²)	NA
Minimum Lot Width (m)	NA
Maximum Density (units / ha)	NA
Maximum Lot Coverage (%)	NA
Minimum Front Setback (m)	NA
Minimum Rear Setback (m)	NA
Minimum Interior Side Setback (m)	NA
Minimum Exterior Side Setback (m)	NA
Maximum Height (m)	NA
Number of Permitted Buildings or Structures	NA
Off-Street Parking	As per the requirements of this bylaw, as amended from time to time

7.1.4 Other Land Uses

Permitted Other Land Uses	W-1 Zone	VR Zone	ALR Zone
PERMITTED USES			
Marina	◆		
Float plane dock	◆		
Farm uses as outlined in BC Regulation 171/2002, as amended from time to time			◆
Agricultural		◆	
ACCESSORY USES			
Detached Dwelling		◆	

DEVELOPMENT REGULATIONS FOR THE OTHER LAND USES

Other Land Use Development Regulations	W-1 Zone	VR Zone	ALR Zone
Minimum Lot Size for subdivision purposes(m ²)	600	600	Subject to ALC requirements
Minimum Lot Width (m)	30		Subject to ALC requirements
Maximum Density (units / ha)	NA	NA	Subject to ALC requirements
Maximum Lot Coverage (%)	60	60	Subject to ALC requirements
Minimum Front Setback (m)	NA	6	Subject to ALC requirements
Minimum Rear Setback (m)	NA	6	Subject to ALC requirements
Minimum Interior Side Setback (m)	NA	6	Subject to ALC requirements
Minimum Exterior Side Setback (m)	NA	6	Subject to ALC requirements
Maximum Height (m)	NA	10	Subject to ALC requirements
Number of Permitted Buildings or Structures	NA	NA	Subject to ALC requirements
Off-Street Parking	NA	As per the requirements of this bylaw, as amended from time to time	Subject to ALC requirements

PART 8.0 REPEAL

- a) The Village of Harrison Hot Springs Zoning Bylaw, 1020, 2012, and all amendments, are repealed upon adoption of this Bylaw.

8.1 Effective Date

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2017

RECONSIDERED AND READ A SECOND TIME, AS AMENDED THIS 5th DAY OF FEBRUARY, 2018

PUBLIC HEARING HELD THIS 26th DAY OF MARCH, 2018

READ A THIRD TIME THIS _____ DAY OF _____, 2018

ADOPTED THIS _____ DAY OF _____, 2018

Mayor

Corporate Officer

Village of Harrison Hot Springs - Zoning Map
 Zoning Bylaw No. 1115, 2017
 Schedule 'A'

