

**VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING AGENDA -**

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, November 21, 2017, at 8:30 a.m. at the **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1460.

“This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio recording of Meetings Policy dated September 14, 2010.”

<u>Item of Business</u>	Page No.
1. CALL TO ORDER	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA	1
Recommendation: THAT the Agenda be approved as presented.	
3. IN CAMERA	
THAT pursuant to Section 90 (1) (k) Negotiations of the Community Charter, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.	
4. IN CAMERA MEETING – 8:30 A.M.	
5. RECONVENE REGULAR MEETING – 9:00 A.M.	
6. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1459 – Tuesday, November 7, 2017	4
Recommendation: THAT the minutes of Regular Council Meeting No. 1459, held Tuesday, November 7, 2017, be adopted as circulated.	
7. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
8. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
There is no business arising from Committee of the Whole.	
9. COMMITTEE MINUTES - FOR INFORMATION	
There are no Committee Minutes for presentation.	
10. DELEGATIONS	
a) Levi Megenbir, Senior Transit Planner, Lisa Trotter, Senior Regional Transit Manager, Matthew Boyd, Planning Manager - BC Transit – Sea to Sky Corridor Regional Transit Study Report and Update	14

- b) Tanya Richman, Co-Chair, Child and Youth Mental Health & Substance Use Collaborative (CYMH-SU) – Pemberton and Area Suicide Intervention Toolkits 15

Youth: <https://www.pemberton.ca/public/download/documents/44706>

Parents & Caregivers:

<https://www.pemberton.ca/public/download/documents/44705>

Professionals:

<https://www.pemberton.ca/public/download/documents/44759>

11. REPORTS

a) Finance and Administration Department

- i. 2018 – 2022 Five Year Financial Plan Timeline 16

Recommendation: THAT Council provide direction to staff with respect to any changes to the Five Year Financial Plan and Tax Rates Bylaws' timeline as presented.

b) Operations and Development Services Department

- i. Development Variance Permit Application No. 119 (1350 Aster Street) 20

Recommendation: THAT Council provides direction on Development Variance Permit Application No. 119 (1350 Aster Street).

c) Mayor's Report

d) Councillor Reports

12. BYLAWS

a) Bylaws for Second Reading

- i. Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 – Second Reading 37

Recommendation: THAT Zoning Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017, (attached to this report as Appendix F), be given Second Reading;

Recommendation: THAT a Public Hearing for Village of Pemberton Zoning Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 be scheduled for 7 PM Tuesday, December 5th, 2017, at Council Chambers.

13. CORRESPONDENCE

a) For Action

- i. Simon Croak, dated November 4, 2017, providing feedback on BC Hydro's public information session on October 26th 2017 regarding BC 70

Hydro's re-zoning application and field office construction.

Recommendation: THAT Council provide direction.

- ii. **Kristyn Zakall, dated November 16, 2017, requesting addition to Street Name Listing.** **72**

Recommendation: THAT Council provide direction with respect to adding Cork County to the street name listing.

b) For Information

- i. **Katrine Conroy, Minister of Children and Family Development, dated November 3, 2017, declaring November as Adoption Awareness Month and drawing attention to adoption resources available in British Columbia including the Adoptive Families Association of British Columbia (AFABC) and the *Adopt BC Kids* website.** **74**

Recommendation: THAT the above correspondence be received for information.

- ii. **Bruce Ralston, Minister of Jobs, Trade and Technology, dated November 6, 2017, encouraging participation and nominations for the 2018 Open for Business Awards (OFB).** **76**

Recommendation: THAT the above correspondence be received for information.

14. DECISION ON LATE BUSINESS

15. LATE BUSINESS

16. NOTICE OF MOTION

17. QUESTION PERIOD

18. IN CAMERA

78

THAT pursuant to Section 90 (1) (a) Human Resources, (e) Acquisition, Disposition or Expropriation of Land, (k) Negotiations of the Community Charter, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

19. RISE WITH REPORT

20. ADJOURNMENT

**VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING MINUTES-**

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, November 7, 2017 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1459.

IN ATTENDANCE: Mayor Mike Richman
Councillor Ted Craddock
Councillor James Linklater
Councillor Karen Ross

ABSENT: Councillor Jennie Helmer

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lena Martin, Manager of Finance and Administration
Tim Harris, Manager of Operations & Development Services
Robert Grossman, Fire Chief
Lisa Pedrini, Senior Planner
Elysia Harvey, Legislative Assistant

Public: 5

1. CALL TO ORDER

At 5:30 p.m. Mayor Richman called the meeting to order.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.

2. APPROVAL OF AGENDA

Moved/Seconded
THAT the agenda be approved as presented.

CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

Council did not rise with report.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1458 – Tuesday, October 17, 2017

Moved/Seconded
THAT the minutes of Regular Council Meeting No. 1458, held Tuesday, October 17, 2017, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from the previous regular council meeting.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

Recommendations from the Committee of the Whole held earlier in the day:

a) Community Initiative and Opportunity Fund

i. Pemberton Farmers Market Association

Moved/Seconded

THAT the Long Term Service Agreement between the Village and the Pemberton Farmers Market Association to support the position of Market Manager be extended for one (1) year (2018).

CARRIED

At 5:32 p.m. Councillor Ross declared a conflict pursuant to section 100 (2) (a) due to her involvement with the Chamber of Commerce.

ii. Pemberton & District Chamber of Commerce

Moved/Seconded

THAT that the Long Term Service Agreement between the Village and the Pemberton & District Chamber of Commerce for the Visitor Information Centre operations be extended for one (1) year (2018);

AND THAT the Pemberton & District Chamber of Commerce be advised that 2018 is the last year of the Long Term Service Agreement.

CARRIED

At 5:30 p.m. Councillor Ross returned to the meeting.

**b) Committee of the Whole Meeting – Invitation to SLRD Electoral Area C
Director Russell Mack:**

Moved/Seconded

THAT that an invitation be extended to SLRD Electoral Area C Director to attend a future Committee of the Whole Meeting to discuss future funding for the Chamber of Commerce Visitor Information Centre.

CARRIED

c) Nuisance Bylaw:

Moved/Seconded

THAT Staff incorporate review of the draft Nuisance Bylaw into the 2018 work plan and communicate with Lil'wat Nation in this regard.

CARRIED

7. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

8. DELEGATIONS

There were no delegation presentations.

9. REPORTS

a) Office of the Chief Administrative Officer

i. BC Cannabis Regulation Engagement – Discussion

<http://engage.gov.bc.ca/BCcannabisregulation/>

Nikki Gilmore, Chief Administrative Officer, discussed the recent request from the Province for feedback via the B.C. Cannabis Regulation online survey, and noted that insufficient notice was given to provide feedback before the November 1st, 2017, closing date.

Discussion took place regarding the importance for local governments to weigh in on cannabis regulations and the distribution of tax revenues, and the chance to voice these opinions through means other than the online survey questions.

Moved/Seconded

THAT correspondence be sent to the Minister of Public Safety & Solicitor General addressing the following:

- The Village's dissatisfaction with the lead time for providing feedback on the Provincial Cannabis Regulations as this was insufficient to allow municipalities to provide comment;
- Further engagement opportunities between local governments and senior levels of government should be provided;
- Local governments should have a direct share in the tax revenues generated through cannabis regulation to help cover the increased costs that local government will incur, including bylaw enforcement, increased policing costs and other social impacts;
- Local governments must have the legislative authority to establish zoning, cultivation and retail regulations that affect the 'where, when and how' of non-medical cannabis cultivation, sales and distribution.

CARRIED

ii. Bear Conflict Meeting – CAO Verbal Update

CAO Gilmore provided an update on the recent Bear Conflict Meeting at which representatives from the RCMP, Conservation, SLRD, Lil'wat Nation, Pemberton Wildlife Association (PWA), Coast to Cascades Grizzly Bear Initiative and Stewardship Pemberton attended. Methods of limiting bear attractants were discussed, such as electric fencing and restriction of fruit trees and chickens on properties. Ms. Gilmore noted that the Memorial Crabapple Trees along Portage Road have been identified as being major attractants for bears, and as such it has been recommended that consideration be given to replacing these trees with a non-fruit bearing, particularly near schools, medical centres, and other areas where there is an increased presence of children and other vulnerable members of the public. Relocation of bears for distances greater than 10 kilometers should be avoided as a means of reducing human-bear conflicts, as this is detrimental to the health of the bears. Attendees agreed that holding quarterly bear conflict meetings would be beneficial in reaching solutions and to encourage communication.

Moved/Seconded

THAT the Bear Conflict Meeting verbal update be received for information.

CARRIED

b) Corporate and Legislative Services Department

i. 2017 Outstanding Resolutions

Moved/Seconded

THAT the 2017 outstanding resolutions report be received for information.

CARRIED

c) Finance and Administration Department

i. Third Quarter Financial Report

Moved/Seconded

THAT the 2017 Third Quarter Financial Report be received for information.

CARRIED

Mayor Richman requested that Council consider moving forward item 11 (iv) correspondence from Ms. Lindsay McAllister regarding the changes to Greyhound bus service in order to accommodate Ms. McAllister taking part in the discussion.

Moved/Seconded

THAT the correspondence from Lindsay McAllister be brought forward and that Ms. McAllister be invited to the Council Table.

CARRIED

Greyhound Service Cancellation:

Moved/Seconded

THAT correspondence be sent to Greyhound expressing the Village's displeasure at the lack of notice of the changes in service to our area and the direct impact this has on residents of our community;

AND THAT the correspondence includes an invitation to Greyhound to attend an upcoming meeting to discuss the Greyhound service and schedule changes in the Pemberton area.

CARRIED

d) Fire Department

i. Third Quarter Report

Moved/Seconded

THAT the 2017 Third Quarter Fire Department Report be received for information.

CARRIED

e) Operations and Development Services Department

i. Public Works (Operations) Third Quarter Report

Moved/Seconded

THAT the Operations Department 2017 Third Quarter Report be received for information.

CARRIED

ii. Development Services Third Quarter Report

Moved/Seconded

THAT the Development Services 2017 Third Quarter Report be received for information.

CARRIED

iii. Development Permit (DPA-009) and Development Variance Permit (DVP-119) 1350 Aster Street (SLRD Offices)

Moved/Seconded

THAT the Development Permit Application No. 009 (1350 Aster Street) be approved subject to the following conditions:

- That a formal grading plan with engineered retaining wall design be submitted to the satisfaction of the Village Engineer;

- That a formal stormwater management plan be submitted to the satisfaction of the Village Engineer;
- That an estimate of landscaping works and security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works be submitted; and
- That any proposed future building signs receive a Sign Permit in conformance to the Village of Pemberton Sign Bylaw;

CARRIED

Development Variance Permit DVP-119:

Moved/Seconded

THAT the Development Variance Permit request not be supported.

Moved/Seconded

THAT the above motion be rescinded and the Development Variance Permit Application No. 119 (1350 Aster Street) be deferred to the next Regular Council Meeting when the fifth member of Council is present.

CARRIED

f) Mayor's Report

Mayor Richman reported on the following:

- Teleconference call with TELUS regarding internet service in our area. TELUS advised that it is preparing a proposal that would see improved services to Pemberton.
- Attended the SLRD Board and Committee of the Whole meetings held in Britannia Beach where the following topics were discussed:
 - Influx of residential development in Squamish, Britannia Beach and Furry Creek is expected to increase pressure on transit and traffic moving through the area.
 - Filming Policy for the Regional District;
 - Pemberton & Area Curbside collection – consultation plan will be referred to the Village for review;
 - Permissive Tax Exemption approved for the PWA's gun range;
 - Illegal dumping in the Region in general
 - Transit - BC Transit Regional Transit Study presentation, funding model for small communities, options to connect with Translink;
 - Cariboo Regional District publication of emergency response results from the past forest fire season.
- Thank you to Pemberton Fire Rescue and the SLRD for funding the fireworks on Hallowe'en evening at Signal Hill Elementary School. And a special thanks to the firefighters who created the show.

- The Village is seeking Commission members for the Advisory Design Review Commission, Advisory Land Use Commission and the Board of Variance. To learn more about the Commission and the roles of Commission members, visit pemberton.ca
- Congratulations to Lil'wat Nation on the ground-breaking for their community gas station. The future gas station will be located across from the Church on the lower site, beside the Tszil Learning Centre, also under construction
- Reminder that Winter Parking Regulations have come into effect as of November 1st. Parking is not permitted on the even side of the street between 9pm and 9am, 7 days a week.
- Pemberton fire service members received awards:
Four Pembertonians who work for the BC Wildfire Service were recently honoured with long service awards. A ceremony took place on Oct. 26 at Government House in Victoria where the four men received the awards for 25 years of service from the Lieutenant Governor of British Columbia, Judith Guichon. They include:
 - Rob Dombowsky, who started his firefighting career in Pemberton and went on to work on Vancouver Island and in Squamish before returning to the valley in 2015 to work as a wildfire officer in the Pemberton Fire Zone.
 - Andy Goss, a wildfire assistant with the BC Wildfire Service who specializes in firefighting aviation.
 - Timothy "Vlad" Lamoureux, who also started his firefighting career in Pemberton and currently works as a provincial air attack officer.
 - Charles Peters, who's been a member of the D'arcy Heatseekers unit crew for 25 years. He's been with the BC Wildfire Service his entire firefighting career.

g) Councillors' Reports

i. Councillor Ted Craddock

Councillor Craddock reported on the following:

- Attended the Pemberton Valley Dyking District (PVDD) meeting

ii. Councillor James Linklater

Councillor Linklater reported on the following:

- Will be attending the upcoming Winterfest Committee meeting;
- Remembrance Day Ceremony this Saturday at the Legion;
- Recognition of the fireworks display put on by the Pemberton Fire Department;
- Library Board Meeting – advised that the Friends of the Library is taking a break and that the Annual Wine and Cheese will not be held this year;
- Noted that the horses are back which is a safety concern;
- Attended the Lions Club meeting;

- Raised a question concerning a comment made regarding a possible donation to the Village of Pemberton by Eddie Vedder during the Pearl Jam concert at 2016's Pemberton Music Festival.

iii. Councillor Karen Ross

Councillor Ross did not report

iv. Councillor Jennie Helmer

Councillor Helmer was absent.

10. BYLAWS

a) Bylaws for Adoption

There were no Bylaws for consideration

11. CORRESPONDENCE

a) For Action

- i. Kim Needham, Director of Planning and Development Services, SLRD, dated October 30, 2017, initiating the 60-day referral period and requesting a resolution from the Village of Pemberton of either acceptance or refusal of Regional Growth Strategy Amendment Bylaw No. 1514-2017 by January 8, 2018.**

Moved/Seconded

THAT the above correspondence be referred to staff for review and brought forward to a future Council meeting in 2017.

CARRIED

- ii. Signal Hill Elementary School students, dated October 30, 2017, requesting support for a bear proof garbage bin at the community baseball diamond located at Signal Hill Elementary School.**

Moved/Seconded

THAT the correspondence be referred to the Pemberton Valley Utilities and Services Committee for consideration.

CARRIED

- iii. Holly Nunn, President/Board of Director, Pemberton Animal Well-Being Society (PAWS), requesting funding support in the amount of \$2,500.**

Moved/Seconded

THAT the Pemberton Animal Well-Being Society make a formal application to Pemberton Valley Utilities & Services' (PVUS) for financial assistance through the Pemberton & District Community Fund.

CARRIED

Moved/Seconded

THAT the correspondence be forwarded to the Pemberton Valley Utilities and Services Committee for consideration to create a Local Service Area as a means of providing funding for PAWS.

CARRIED

- iv. **Lindsay McAllister, dated November 2, 2017, requesting Council's support in resolving transit issue as a result of Greyhound's proposed elimination of night bus (10:30 PM) from Whistler to Pemberton, and providing signatures of individuals who support this request.**

Conversation regarding this matter took place earlier in the meeting. Please see notes above.

b) For Information

- i. **Sherry Ridout, Citizens for Safe Technology, dated October 25, 2017, advising of concerns and UBCM resolution surrounding Microcell placement within public right of way.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

- ii. **Laurie Gourlay, Salish Sea Trust, dated October 27, 2017, encouraging support for declaring December 11th 'A Day for Our Common Future', and recognition of the 41 UNESCO World Heritage Site applications submitted in 2017.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

12. DECISION ON LATE BUSINESS

Moved/Seconded

THAT a discussion surrounding Premier Horgan's comments regarding BC Hydro's 2-tier electricity rates be added as a late item.

CARRIED

13. LATE BUSINESS

Concerns were raised regarding the fairness of BC Hydro's 2-tier electricity rates to small communities with no offered alternatives. A suggestion was made to send correspondence to Premier Horgan and B.C. Energy Minister Michelle Mungall expressing the Village's support for Premier Horgan's suggestion to take another look at the 2-tier system, and voice the Village's concerns for how it impacts small communities.

Moved/Seconded

THAT correspondence be sent to Premier Horgan advising that the Village supports a review of the BC Hydro two tier system as it impacts small communities that don't have access to alternative power sources.

CARRIED

14. NOTICE OF MOTION

There was no Notice of Motion presented for consideration.

15. QUESTION PERIOD

Joel Barde, Pique News Magazine, requested clarification of the Village's position on cannabis regulations.

16. ADJOURNMENT

At 8:27 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

From: no-reply@webguidecms.ca [<mailto:no-reply@webguidecms.ca>]
Sent: Thursday, October 19, 2017 2:56 PM
To: Sheena Fraser; Elysia Harvey
Subject: Website Submission: Request to Appear Before Council - pemberton.ca

Form Submission Info

First Name: Levi

Last Name: Megenbir

Email: [REDACTED]

Phone Number: [REDACTED]

Street Address: [REDACTED]

City/Town: Victoria

Province: BC

Postal Code: [REDACTED]

Requested Date to Appear Before Council: 11/21/2017

Purpose of Presentation to Council: An update on the Sea to Sky Corridor Regional Transit Study Report and project process.

Please attached any related documents (if applicable):

I agree by submitting this form, you agree to the terms and conditions below.: yes

From: no-reply@webguidecms.ca [mailto:no-reply@webguidecms.ca]
Sent: November-09-17 9:01 AM
To: Sheena Fraser; Elysia Harvey
Subject: Website Submission: Request to Appear Before Council - pemberton.ca

Form Submission Info

First Name: Tanya

Last Name: Richman

Company or Organization Name (If Applicable): Child and Youth Mental Health & Substance Use Collaborative (CYMH-SU)

Title (If Applicable): co-chair

Email: [REDACTED]

Phone Number: [REDACTED]

Street Address: [REDACTED]

City/Town: Mount Currie

Province: B.C.

Postal Code: [REDACTED]

Requested Date to Appear Before Council: 11/21/2017

Purpose of Presentation to Council: To acknowledge their support of the CYMH-SU initiative, to present Plan-Y cards, notepads and to present our last deliverable - The Pemberton and Area Suicide Intervention Toolkits. There are three of them - one for professionals, one for caregivers and parents and one for youth. These toolkits are full of resources to help people support friends or family who are attempting or considering suicide. I would also request that the VoP post the pdf of the kits on their website. (I think I attached them below but it is unclear as to whether or not I was successful:) I can send them separately if they didn't attach.)

Please attached any related documents (if applicable):

I agree by submitting this form, you agree to the terms and conditions below.: yes

Date: November 21, 2017
To: Nikki Gilmore, Chief Administrative Officer
From: Lena Martin, Manager of Finance and Administration
Subject: 2018 – 2022 Five Year Financial Plan Timeline

PURPOSE

To present to Council the proposed 2018 – 2022 Five Year Financial Plan Timeline for scheduling purposes.

BACKGROUND

Each year in December, staff prepares a budget deliberation timeline for review and consideration by Council. The timeline is in alignment with the meeting schedule as established by Council with an aim to complete the budget process by end of April or early May as the Bylaws must be submitted to the Ministry of Municipal Affairs and Housing no later than May 15th.

DISCUSSION & COMMENTS

In order to meet the legislated timelines to complete the 2018 – 2022 Five Year Financial Plan and Tax Rates Bylaw, Staff proposes the following timeline:

Date	Description
Tuesday, November 21	Regular Council Meeting <ul style="list-style-type: none"> • Draft Budget Timeline Presentation to Council
January	Meetings/Discussion with Managers to finalize projects and priorities.
Tuesday, February 6	Committee of the Whole Meeting <ul style="list-style-type: none"> • Council Budgeting Session #1– 2018 Operating, and Project and Capital Expenses
Tuesday, February 20	Committee of the Whole Meeting <ul style="list-style-type: none"> • Council Budgeting Session #2– 2018 Revised Operating, Project and Capital Expenses and Tax Implications
Tuesday, March 6	Budget Information Session (prior to Council)
Tuesday, March 20	Committee of the Whole Meeting <ul style="list-style-type: none"> • Council Budgeting Session #3 – 2018 Project and Capital Expenses and Tax Implications for final review prior to Bylaws coming forward for adoption.

Tuesday, April 10	Regular Council Meeting <ul style="list-style-type: none"> • 2018 Tax Rates Bylaw 1st, 2nd and 3rd readings
Tuesday, April 24	Regular Council Meeting <ul style="list-style-type: none"> • 2018 Tax Rates Bylaw 4th & Final • 2018 - 2022 Five Year Financial Plan 1st, 2nd and 3rd readings
Tuesday, May 8	Regular Council Meeting <ul style="list-style-type: none"> • 2018 - 2022 Five Year Financial Plan 4th & Final

*Bold indicates Regular Council Meeting dates as per the 2018 Meeting Schedule approved by Council

COMMUNICATIONS

Once the format and date for public consultation has been determined, Staff will provide notification through the ENews, Village Website and Facebook (Village’s page), as well as newspaper advertisements.

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

The Five Year Financial Plan and Tax Rates Bylaws must be adopted and forwarded to the Ministry of Municipal Affairs and Housing by May 15, 2018. The timeline provided above will enable the Village to meet this requirement.

INTERDEPARTMENTAL IMPACT & APPROVAL

There will be impact on all departments to prepare departmental projects and costs to be included in the 2018 – 2022 Five Year Financial Plan, which can be accommodated in each departments work plan.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighboring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternate options for consideration at this time.

POTENTIAL GOVERNANCE CONSIDERATIONS

Establishing the Five Year Financial Plan and Tax Rates Bylaws’ timeline meets with Strategic Priority Two: Good Governance being an open and accountable government and to fiscal responsibility. As well, it meets with Strategic Priority Three: Excellence in Service by continuing to deliver quality municipal services.

RECOMMENDATION

THAT Council provide direction to staff with respect to any changes to the Five Year Financial Plan and Tax Rates Bylaws' timeline as presented.

Attachments:

Appendix A – 2018 Council Calendar

Submitted by:	Lena Martin, Manager of Financial and Administration Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

APPENDIX A
2018 Council Meeting Schedule
January – December

(Approved by Council: Meeting No. 1458 - Tuesday, October 17, 2017)

Council Meetings are held in Council Chambers located at 7400 Prospect Street (Village Office) unless otherwise posted.

COUNCIL January 16, 2018 5:30 p.m.	COUNCIL February 6, 2018 5:30 p.m.	COUNCIL March 6, 2018 5:30 p.m.	COUNCIL April 10, 2018 5:30 p.m.
	COUNCIL February 20, 2018 9:00 a.m.	COUNCIL March 20, 2018 9:00 a.m.	COUNCIL April 24, 2018 9:00 a.m.
COUNCIL May 8, 2018 5:30 p.m.	COUNCIL June 12, 2018 5:30 p.m.	COUNCIL July 10, 2018 5:30 p.m.	August 2018 Summer Break
COUNCIL May 29, 2018 9:00 a.m.	COUNCIL June 26, 2018 9:00 a.m.	COUNCIL July 24, 2018 9:00 a.m.	
COUNCIL September 4, 2018 5:30 p.m.	COUNCIL October 2, 2018 5:30 p.m.	COUNCIL November 6, 2018 5:30 p.m.	COUNCIL December 11, 2018 5:30 p.m.
	COUNCIL October 16, 2018 9:00 a.m.	COUNCIL November 27, 2018 9:00 a.m.	

Please note: Committee of the Whole and In Camera meetings will be scheduled as required.

Date: November 21, 2017
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Senior Planner
Subject: Development Variance Permit Application No. 119
1350 Aster Street (SLRD Offices)

PURPOSE

The purpose of this report is to present to Council, for their consideration, an application for a Development Variance Permit received from the Squamish-Lillooet Regional District to facilitate a parking lot expansion at 1350 Aster Street.

BACKGROUND

On August 31, 2017, the Village received an application for a Development Permit from Lynda Flynn, Agent for the Squamish-Lillooet Regional District (SLRD). The Development Permit application included a request for a variance to exclude the requirements for a paved/hard-surfaced off-street parking lot for the expanded portion of the parking area.

On November 7th, at their Regular Council Meeting No. 1459, Council passed the following resolution respecting the Development Permit:

Moved/Seconded

THAT the Development Permit Application No. 009 (1350 Aster Street) be approved subject to the following conditions:

- *That a formal grading plan with engineered retaining wall design be submitted to the satisfaction of the Village Engineer;*
- *That a formal stormwater management plan be submitted to the satisfaction of the Village Engineer;*
- *That an estimate of landscaping works and security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works be submitted; and*
- *That any proposed future building signs receive a Sign Permit in conformance to the Village of Pemberton Sign Bylaw;*

CARRIED

At that same meeting Council considered the Development Variance Permit request; however, it was decided to defer consideration of the application to the next meeting. As such, the following resolution was passed:

Development Variance Permit DVP-119:

Moved/Seconded

THAT the Development Variance Permit request not be supported.

Moved/Seconded

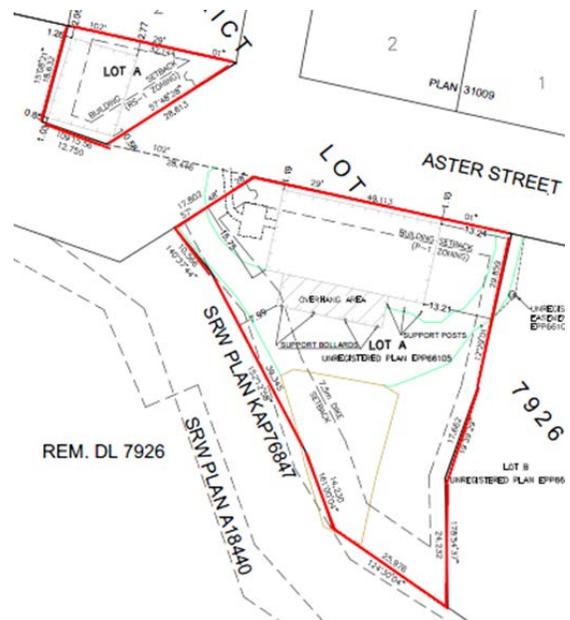
THAT the above motion be rescinded and the Development Variance Permit Application No. 119 (1350 Aster Street) be deferred to the next Regular Council Meeting when the fifth member of Council is present.

CARRIED

VARIANCE REQUEST

The following provides a summary of the development variance request:

- a) **Location:** The subject property is located at 1350 Aster Street and is legally described as Lot A, District Lots 203 and 7926, LLD, Plan EPP66105. The parking lot is located behind the existing building on the southern side of the lot.
- b) **Development Request:** The request is to vary (relieve) the applicants from having to comply with the Village's requirement for hard surfacing and demarcating of the expanded (new) parking lot, and allow the existing surfacing of crushed gravel to remain.
- c) **Site Plan:** The site plan shown below indicates the location of the building and parking expansion. The area shown in dark grey is the expanded area of parking.





d) Parking Lot Surfacing Variance: A **variance** is being requested from Section 509 *Zoning Bylaw No. 466, 2001* – Parking Design Criteria, Section 509 (i) and (iii). The applicants are requesting to maintain the current asphalt and gravel wear surfaces thus being relieved of the requirement to surface the entire area with a permanent hard surface of asphalt, interlocking paving stone or similar pavements as to provide a surface that is durable and dust-free for the purpose intended and be relieved of having to demarcate the individual parking spaces. A Draft Development Variance Permit has been attached as **Appendix A**.

The rationale for the variance request was provided by the applicants as follows. The application notes that currently, the parking area is a mix of asphalt and crushed rock/gravel which the applicant contends provides adequate surfaces to maintain the existing surface and has not posed dust or erosion nuisance issues affecting neighbouring property owners. Moreover, the applicants state that the gravel surface assists with storm water management and will not introduce the same tar, resin and oil residue contaminants in the surface or ground water that may be expected from a new asphalt surface. The application also states that the proposed layout will be configured with wheel stops and curbs in such a way as the

user will understand the configuration and parking and movement patterns without lines on pavement.

DISCUSSION AND REFERRAL COMMENTS

- **Development Services**

Land Use - The subject land is currently designated “Downtown” in the Official Community Plan Bylaw No. 654, 2011. The expanded parking lot complies with the OCP.

Zoning - The subject property is split zoned P-1 (Public) and C-1 (Town Centre Commercial). The portion of the property containing the parking lot is zoned C-1. (The Village will be amending the zoning map with respect to the entire property to the Public zone as part of the Zoning Bylaw Review.)

The following is an assessment of the proposal in the context of the Zoning Bylaw requirements:

Based upon the requirements noted in Section 500 - Off-Street Parking Spaces, Civic Use requires one (1) space per 37 m² of gross floor area, therefore based on the total floor area used by the SLRD (702.16 m²), as shown in the application drawings, the proposal is required to provide nineteen (19) parking spaces; the applicants have provided a total of twenty-six (26) at the rear of the property. In addition, there are two (2) accessible spaces at the entrance, one (1) parking space for the Fire Chief, and three (3) existing parking spaces at the north east corner of the building, for a total of six (6) additional spaces in the front, making the grand total of thirty-two (32) spaces to accommodate staff, board members and the public.

A summary of the parking space allocation is provided in the table below:

Use/Zoning (Civic Use)	Size (m ²)	Parking Spaces Required by Zoning	Total Existing Spaces	New Expansion Spaces	Total Required Spaces	Difference
Fire Hall (1st Floor)	457.08	13.00	3.00	0.00	3.00	(10.00)
SLRD Office Space (1st & 2nd Floor)	504.56	14.00	18.00	(1.00)	17.00	3.00
SLRD Office Expansion (1st & 2nd Floor)	205.40	6.00	0.00	13.00	13.00	7.00
Total	1,167.04	33.00	21.00	12.00	33.00	0.00

Development Permit (DP) Guidelines - The OCP designates the subject property as Development Permit Area No. 4 – Downtown Revitalization - in an effort to fulfill the following:

- Enhance Pemberton's authentic identity by providing a framework for the character and form of buildings, landscaping, streetscapes and circulation;
- Create a strong sense of arrival to the Pemberton community through natural and built gateway elements;
- Accommodate and integrate infrastructure needs with parking and transit;
- Showcase and enhance the surrounding natural features, heritage landmarks, open spaces and parks.

Given this DP Area designation, the variance application must be reviewed in accordance with certain Guidelines stated under Section 7.4.2.2 of the OCP. The following is a summary of the pertinent guideline:

Circulation and Parking – The OCP Development Permit Guidelines for DP Area No. 4 state:

A development's accommodation of internal and external vehicular circulation, parking and servicing is an important consideration of the functioning and accessibility of the project.

- *Recognize that the primary function of a laneway is to service the accessing businesses. If appropriate, lanes have a secondary opportunity to provide pedestrian linkages, if safety and security issues can be addressed.*
- *Access service bays, loading docks and garbage/recycling dumpsters from existing laneways and screen utilities from public view. Access should be achievable during all weather conditions.*
- *Provide on-site parking either accessed from the rear of the development (lane) or underground. Parking is not permitted within the front yard setback; however, the enhancement of on-street parking along the frontage of the building is encouraged.*

The proposal is to locate the parking lot surfacing to the rear of the SLRD Office expansion appears to meet the DP guidelines. The request to vary the surfacing of the expanded parking lot is not addressed in the DP guidelines.

Staff has considered the proposed variance and can advise:

- That the subject property is located at the outermost boundary of the Pemberton Creek aquifer, and that the Village has confirmed that at this location, the type of parking lot surfacing (i.e. asphalt, concrete, interlocking paving stones, or crushed gravel) will not impact the aquifer given the distance of this site from the actual well head.
- The Advisory Design Review Commission (ADRC), at their meeting held September 27, 2017, had no concern over the variance request as they felt the gravel parking area would not impact neighbouring properties due to its secluded/private location.

- The permanent hard surfacing requirements for off-street parking areas in all zones, except in a Residential or Agricultural zone, are in place in order to achieve a surface that is durable and dust-free for the purpose intended.

A recent DP application in close proximity to the subject property (Frontier Street) was required to install a new asphalt surface of 65mm thick (on a prepared gravel surface) when it was approved in September 2016 (DP007 Cronin).

COMMUNICATIONS

A Development Variance Permit requires that the Village prepare public notification in the form of a letter mailed to adjacent property owners within a 100m radius of the subject property notifying them of Council's intention to consider a variance request, as per Section 7.5 of *Development Procedures Bylaw No. 725, 2013* and section 499 of the *Local Government Act*. A second notification was sent out on November 15th regarding the deferral of the decision until November 21st 2017.

With respect to an earlier notification, the Village received one response from an adjacent land owner who owns four (4) properties in this area, noting opposition to the variance request and requesting Council to deny the application (email from Jade Investments Ltd. attached as **Appendix B**).

LEGAL CONSIDERATIONS

Development Variance Permits are issued by resolution of Council as per Section 498 of the *Local Government Act RS2015 (LGA)*. The processing of a Development Variance Permit application is regulated by Sections 498 – 499 of the *LGA* and by the *Village's Development Procedures Bylaw 725, 2013*, as amended from time to time.

IMPACT ON BUDGET & STAFFING

All costs associated with the processing of this application, including Staff time, are recoverable from the applicant's fees as per the Village of Pemberton *Development Procedures Bylaw 725, 2013*, as amended from time to time.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required respecting the processing of this application as it is a function of the Operations and Development Services Department.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

A review of this application has a financial impact to the Squamish-Lillooet Regional District and potentially the Village of Pemberton, if the paving of the parking lot is determined to be a mutual capital benefit that is subject to cost-sharing. There is no impact to the region and neighbouring jurisdictions overall.

A letter received from the SLRD on November 16, 2017 is attached as **Appendix C**

Planning Staff Comment:

The Village *Zoning Bylaw No. 466, 2001* defines a **Structure** as anything constructed or erected, the use of which requires its permanent or temporary location on the ground, or its

attachment to something having a permanent or temporary location on the ground, **and excludes paved surfaces.**

OPTIONS FOR CONSIDERATION

Option One: That Council approves the Development Variance Permit application, given that the parking lot is located in a secluded part of the Village Downtown.

Option Two: That Council does not approve the Development Variance Permit given the precedence that this would potentially set for other developments in the vicinity.

Option Three: That Council defers the decision on the variance request until the SLRD receives confirmation that paving can occur within the Pemberton Valley Dyking District right of way area.

POTENTIAL GOVERNANCE CONSIDERATIONS

Review and consideration of the SLRD Development Permit and Development Variance Permit Application meets with **Strategic Priority No. Three:** Excellence in Service through the continuation of delivering quality municipal services by processing development applications efficiently.

RECOMMENDATION

THAT Council provides direction on Development Variance Permit Application No. 119 (1350 Aster Street).

Attachments:

Appendix A: Draft DVP No. 119

Appendix B: Email from Jade Investments Ltd., dated November 9, 2017

Appendix C: Letter from the SLRD dated November 16, 2017

Submitted by:	Lisa Pedrini, Village Senior Planner
Manager Approval by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

VILLAGE OF PEMBERTON
Development Variance Permit # 119

File No.

Issued to: **Squamish Lillooet Regional District /
Village of Pemberton**

DVP#119

(Registered owners according to Land Title Office, hereinafter referred to as the Permittee)

Address: **1350 Aster Street
P.O. Box 219
Pemberton, British Columbia
V0N 2L0
As to an undivided 28/100 interest**

**9400 Prospect Street
P.O. Box 100
Pemberton, British Columbia
V0N 2L0
As to an undivided 72/100 interest**

- 1) This Development Variance Permit is issued subject to compliance with all Bylaws of the Village of Pemberton 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 of Pemberton described below:

Parcel Identifier: 030-124-549

Legal Description: Lot A, DL 203 & 7926, LLD, Plan EPP66105

Civic Address: 1350 Aster Street, Pemberton BC, V0N 2L0

as shown on the attached **Schedule 1**, attached hereto and forming part of this permit, referred to hereafter as the "Land".

- 3) Whereas the applicant has made application for a Major Development Permit to expand the parking lot in conjunction with an office addition, substantially in compliance to that attached hereto, and forming a part of this Permit as **Schedule 2**;

Then the following Sections of Village of Pemberton Zoning Bylaw No. 466, 2011 are hereby varied by excluding the following requirements:

Section 509 – Off-street Parking Design Criteria which states:

- (a) Surface

All required off-street parking areas, except in cases where less than 3 spaces are required in a Residential or Agricultural zone, shall:

- (i) Be surfaced with a permanent hard surface of asphalt, concrete or interlocking paving stones or similar pavement so as to provide a surface that is durable and dust-free for the purpose intended;
- (ii) Have the individual parking spaces, maneuvering aisles, entrances and exits clearly marked by curbs, fences, or lines and signs.

In substantial compliance with the location, plans and drawings identified as **Schedules 1 and 2** attached hereto and forming part of this permit.

- 4) This Permit shall not have the effect of varying the use or density of the Land specified in Village of Pemberton Zoning Bylaw No. 466, 2001 or a flood plain specification under s. 524 of the *Local Government Act RS2015*.
- 5) This Permit prevails over the provisions of the Bylaw in the event of conflict.
- 6) Security Requirements: No
- 7) The Land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part hereof.
- 8) This Permit is not a building permit.
- 9) Notice of this Permit shall be filed in the Land Title Office at New Westminster under s. 503 of the *Local Government Act RS2015*, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the Land affected by the Permit.

AUTHORIZED BY RESOLUTION PASSED BY THE VILLAGE COUNCIL THE

__ DAY OF _____, 2017.

Mike Richman, Mayor

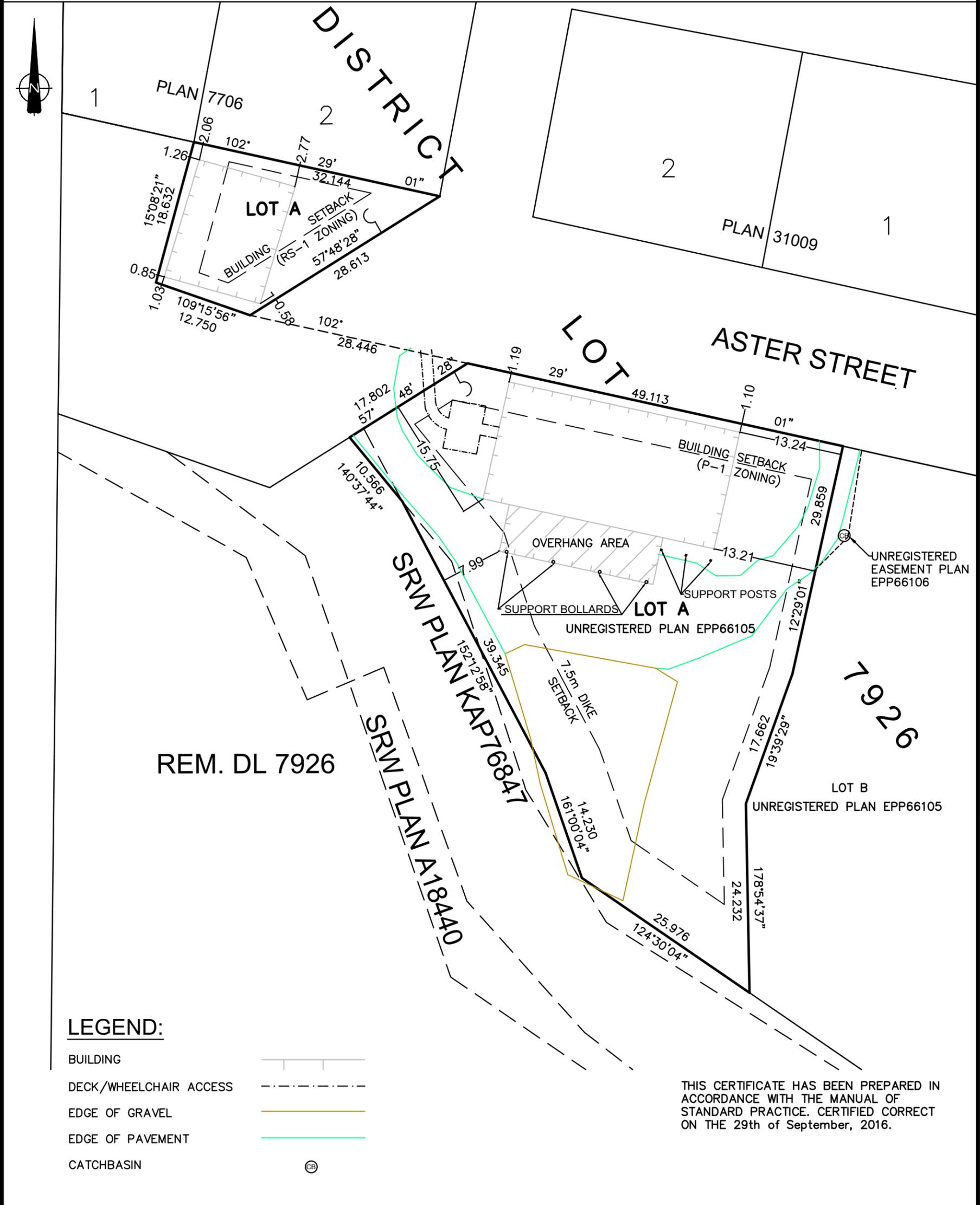
Nikki Gilmore, Chief Administrative Officer

END OF DOCUMENT

BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE ON LOT A, DL 7926, LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105.



All Distances are in Metres.
Bearings and Distances are derived from Unregistered Plan EPP66105

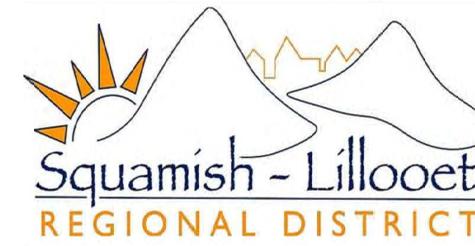


ISSUED TO:
SQUAMISH LILLOOET REGIONAL DISTRICT
PO. BOX 219, PEMBERTON, BC, V0N 2L0
HIGHMARK SURVEY AND ENGINEERING LTD.
Phone: 604-966-3733
Email: info@hmse.ca Web: www.hmse.ca

NOTES:
FIELD WORK WAS COMPLETED ON 18 SEPTEMBER, 2016

CIVIC ADDRESS: 1350 ASTER STREET, PEMBERTON, B.C.
PID: NOT YET REGISTERED
CHARGES, LIENS, AND INTERESTS: N/A
NO RESPONSIBILITY, LIABILITY, OR DAMAGES ARE ACCEPTED FOR UNAUTHORIZED USE OF THIS DOCUMENT BY THIRD PARTIES OR FOR USES OTHER THAN MUNICIPAL PURPOSES. IT MUST NOT BE USED FOR THE LOCATION OF BOUNDARIES OR ANY OTHER USE.
Pg. 19

THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN HEIGHT BY 280mm IN WIDTH (B SIZE)



SQUAMISH-LILLOOET REGIONAL DISTRICT
MUNICIPAL OFFICE

DEVELOPMENT PERMIT DRAWING SET

ISSUED FOR DEVELOPMENT PERMIT - JULY 31, 2017



SOUTH ELEVATION



CONTEXT PLAN



DRAWING LIST

- ARCHITECTURAL:**
 A0.0 COVER PAGE
 A1.1 SITE PLAN
 A1.2 SITE PLAN AT 1ST LEVEL
 A2.1 1ST FLOOR PLAN
 A2.2 2ND FLOOR PLAN
 A3.1 ELEVATIONS

SURVEY:
 REFER TO SURVEY DRAWINGS

PROJECT DIRECTORY

- CLIENT/OWNER** SQUAMISH-LILLOOET REGIONAL DISTRICT
 1350 ASTER STREET
 PEMBERTON, B.C.
 V0N 2L0
 CONTACT: GRAHAM HAYWOOD
 TEL: (604)-894-6371 x229
 FAX: (604)-894-6526
 E-MAIL: GHaywood@sird.bc.ca
- ARCHITECT** ABBARCH ARCHITECTURE INC.
 SUITE 500 - 505 BURRARD STREET
 VANCOUVER, BC
 V7X 1M4
 CONTACT: DAVID O'SHEEHAN
 CONTACT: RICHARD LIN
 TEL: (604)-669-4041
 FAX: (604)-683-5338
 E-MAIL: DOSheehan@abbarch.com
 E-MAIL: RLin@abbarch.com
- SURVEY** HIGHMARK SURVEY AND ENGINEERING LTD.
 P.O. BOX 1490
 WHISTLER, BC
 V0N 1B0
 CONTACT: JOHNATHAN LUNN
 TEL: (604)-968-3733
 E-MAIL: jln@hms.ca

PROJECT INFORMATION

- CIVIC ADDRESS:**
 1350 ASTER STREET, PEMBERTON, B.C., V0N 2L0
- LEGAL DESCRIPTION:**
 LOT A, DL 7926 LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105
- ABBARCH PROJECT No. 2626**
- AUTHORITY HAVING JURISDICTION:**
 VILLAGE OF PEMBERTON
- SITE ZONING:**
 VILLAGE OF PEMBERTON ZONING BYLAW NO. 466, 2001 (OFFICE CONSOLIDATION : AUGUST 20, 2014)
 (P-1) PUBLIC

SITE DEVELOPMENT STATISTICS:

- PROPOSED USE BY LOCATION:**
 OFFICE
- GROSS FLOOR AREA:**
 EXISTING :
 1ST FLOOR : 464.88 sq.m (5003.95 sf) - EXISTING FIRE HALL
 2ND FLOOR : 496.76 sq.m (5347.13 sf) - EXISTING OFFICE
 SUBTOTAL : 961.64 sq.m (10351.08 sf)
- EXPANSION :
 1ST FLOOR : 44.12 sq.m (474.88 sf) - NEW STORAGE
 2ND FLOOR : 161.28 sq.m (1736 sf) - NEW OFFICE
 SUBTOTAL : 205.40 sq.m (2210.88 sf)
- TOTAL GROSS FLOOR AREA : 1167.04 sq.m (12561.96 sf)

FLOOR SPACE RATION:
 0.44

BUILDING COVERAGE:
 0.30

BUILDING HEIGHT:
 7.19 m

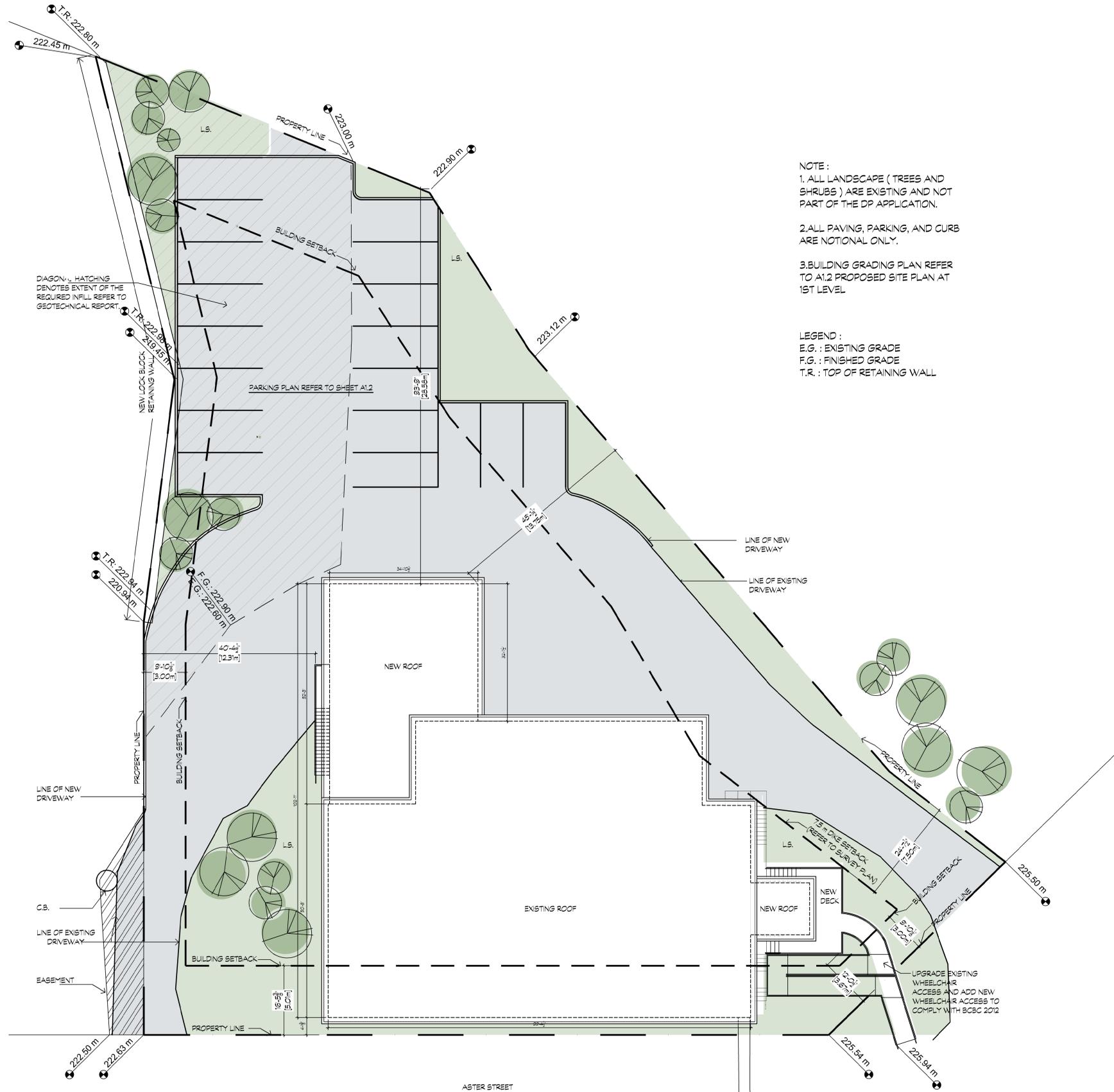
ZONING BYLAW REQUIREMENT:

SITE AREA: 2659.44 sq.m (28628.93 sf)		
MAXIMUM DENSITY :	REQUIRED N/A	PROVIDED 43.88 %
MAXIMUM HEIGHT:	REQUIRED 10.5 m	PROVIDED 7.19 m (NO CHANGE)
MINIMUM BUILDING SETBACKS:	REQUIRED	PROVIDED
FRONT	5 m	NO CHANGE
REAR	3 m	28.58 m (NEW EXPANSION)
EXTERIOR	3 m	3.67 m (NEW EXPANSION)
INTERIOR	3 m	12.31 m (NEW EXPANSION)
DIKE SETBACK	7.5 m	7.5 m (NO CHANGE)
MAXIMUM LOT COVERAGE:	REQUIRED 50 %	PROVIDED 30.16 %
OFF-STREET PARKING: (DIVISION 500)		
PUBLIC USE (PER ZONING BYLAW 508 (4)) : 1 SPACE PER 37 sqm OF GROSS FLOOR AREA TOTAL GROSS FLOOR AREA : 702.16 sqm (NOT INCLUDE THE AREA OF FIRE HALL) 702.16 sqm / 37 sqm = 19	REQUIRED 19	PROVIDED 26
PARKING STALL NUMBERS AND DIMENSIONS:	REQUIRED	PROVIDED
STANDARD 3.05 m (W) x 6.1 m (L)	19	21
SMALL 2.5 m (W) x 5.3 m (L)	MAX. 15 %	3 (11.5%)
DISABLE 4 m (W) x 6.1 m (L)	2	2
AISLE DIMENSIONS:	REQUIRED	PROVIDED
AISLE (2-WAY)	6.5 m	6.5 m



VANCOUVER, BC 604.669.4041
 TORONTO, ON 416.340.8441

Dimensioned Site Plan



NOTE :

1. ALL LANDSCAPE (TREES AND SHRUBS) ARE EXISTING AND NOT PART OF THE DP APPLICATION.
2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.
3. BUILDING GRADING PLAN REFER TO A1.2 PROPOSED SITE PLAN AT 1ST LEVEL.

LEGEND :

E.G. : EXISTING GRADE
 F.G. : FINISHED GRADE
 T.R. : TOP OF RETAINING WALL

1 SITE PLAN
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONY, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

SHEET NOTES

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE

1350 ASTER ST.
 PEMBERTON BC



SEAL:

SHEET TITLE:
 PROPOSED SITE PLAN

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05 2017
SCALE:	3/32"=1'-0"
SHEET:	

Jul 31, 2017 - 1:44pm - USER:Richard
 \\ABBARCH\m\working\Projects\2626\Squamish-Lillooet\Regional District\Bldg - Pemberton\Drawings\Sheet\DP\2626-PA1.1 Site Plan.dwg

Dimensioned Site Plan (2)



NOTE:
 1. ALL LANDSCAPE (TREES AND SHRUBS) ARE EXISTING AND NOT PART OF THE DP APPLICATION.
 2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.

LEGEND :
 E.G. : EXISTING GRADE
 F.G. : FINISHED GRADE
 T.R. : TOP OF RETAINING WALL

DIAGONAL HATCHING DENOTES EXTENT OF THE REQUIRED INFILL REFER TO GEOTECHNICAL REPORT.

1 SITE PLAN AT 1ST LEVEL
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONY, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

SHEET NOTES

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE

1380 ASTER ST.
 PEMBERTON BC



VANCOUVER, BC 604.669.4041
 TORONTO, ON 416.340.8441

SEAL:

SHEET TITLE:
PROPOSED SITE PLAN AT 1ST LEVEL

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05 2017
SCALE:	3/32"=1'-0"
SHEET:	

Jul 31, 2017 - 1:45pm - USER:Richard.L\BBS\570\Working Projects\2626\Squamish-Lillooet Regional District Bldg - Pemberton\Drawings\Sheet\DP\2626-PA-1.2 Site Plan at 1st Floor.dwg

From: JadeGroup [mailto:admin@thejadegroup.com]
Sent: Thursday, November 9, 2017 10:13 AM
To: Lisa Pedrini
Subject: zoning Bylaw No.466

To: The Mayor & Council Members

I am writing on behalf of Jade Investments Ltd., owners of 1359 and 1360 Aster Street, Pemberton, BC, which are both commercial properties.

Our properties are opposite and adjacent to the building where the application for relaxation of proper surface for their parking lot is made.

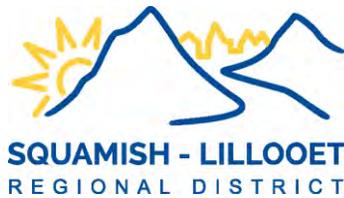
We oppose the proposed relaxation of the zoning Bylaw No. 466.

- a) We have adhered to the Rules + Regulations on our parking lots.
- b) Gravel surfaced create dust + gravel displacement to adjacent properties during summer months and cannot be snowplowed properly during winter months.

We suggest that S-L RD should adhere to Rules + Regulations and as a public institution, like all of us.

Ilse Morris

President-Jade Investments Ltd.



Box 219, 1350 Aster Street
Pemberton, BC V0N 2L0
P. 604-894-6371 TF. 800-298-7753
F. 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

BY EMAIL ONLY (to sfraser@pemberton.ca)

November 16, 2017

Mayor and Council
Village of Pemberton
PO Box 100
Pemberton, BC V0N 2L0

Dear Mayor Richman and Councillors:

RE: Additional Considerations for the Development Variance Permit Application #119 - 1350 Aster Street

As you are aware, the Squamish-Lillooet Regional District (the "SLRD") has applied to vary the paving requirements, as set out in the Village of Pemberton's Zoning Bylaw No. 466, 2001 ("the "Zoning Bylaw"), in respect of the parking area behind the 1350 Aster Street property.

Following the Village of Pemberton (the "Village") Council meeting on November 7, 2017, I applied to appear as a delegation in respect of the SLRD's variance application. As the Village's current practice does not permit applicants to appear before Council as a delegation when they have a variance before Council for decision, Village staff suggested that I put my comments into a letter.

In support of the SLRD's variance application, we provide the following:

Dust Control

As discussed at the November 7, 2017 Council meeting, dust control is one of the reasons that paving is a requirement under the Zoning Bylaw.

Dust has not been a concern nor a nuisance on this site since the parking lot was expanded to its current gravel-surface in November 2015. Furthermore, the SLRD and its consultants do not expect that there will be any new dust issues if the parking lot is allowed to continue to be gravel-surfaced.

Erosion Control

As discussed at the November 7, 2017 Council meeting, erosion control is another of the reasons that paving is a requirement under the Zoning Bylaw.

The SLRD has addressed this issue by the following:

- The construction of an engineered retaining wall, which prevents erosion and sediment slide onto the adjacent property; and
- The implementation of an engineered storm water and grading plan, which specifies a level parking surface thereby minimizing erosion.

Additionally, due to this being a parking area used by staff members (and not by the public), driving speeds are kept low and vehicular skidding from quick starts and stops (a known contributor to erosion generally) will not occur.

Parking Demarcation

As discussed at the November 7, 2017 Council meeting, parking demarcation is another of the reasons that paving is a requirement under the Zoning Bylaw.

The SLRD has addressed this issue through its parking layout plan, particularly by the use of curb stops to ensure compliance with the maximum parking space allotment. Additionally, the parking lot is primarily intended for staff use, and is not for the public at large, so parking etiquette and control can be administered with much more certainty.

Village Water/Aquifer

The Village's consulting engineer does not have any concerns about potential impacts to the Village's water supply/aquifer if the parking lot remains as a gravel surface.

Paving within the Right of Way/Dike

Portions of the parking lot are located within a statutory right of way in favour of the Pemberton Valley Dyking District (the "PVDD"), and are within the 7.5 metre diking buffer from the toe of the dyke (buffer is in accordance with the Dike Design and Construction Guide Best Management Practices for British Columbia). Permanent structures within this right of way area are not generally allowed, as the PVDD has to be able to bring heavy equipment and machinery on site for repairs, maintenance, and in emergencies, and this right of way area may need to be dug up if access to the underside of the dike for repairs is required, and permanent structures could impede access. Generally speaking, paving is considered to be a permanent structure.

If the variance is not granted, the SLRD will have to explore whether the Inspector of Dikes/PVDD is prepared to allow the paving to occur within the right of way area and if so, any conditions the PVDD may wish to apply to such approval. If the PVDD is not prepared to allow any paving (i.e. even with conditions), the area of the parking lot over which the right of way extends would have to remain gravel and the area of the parking lot outside of the right of way area would be paved.

Paving Costs

Varying the paving requirement would reduce the tax burden on taxpayers, contributing to a significant reduction in project costs, currently anticipated to be approximately \$50,000 (or 5% of the overall budget), although in light of the discussion above, the costs may be less if the

Inspector of Dikes/PVDD does not allow paving to occur within the statutory right of way area/diking buffer.

Also, preliminary discussions with Village staff have been undertaken to discuss whether paving is a mutual capital benefit that is subject to cost-sharing.

Thank you for the opportunity to provide this letter for Mayor and Council's information.

Regards,



Lynda Flynn
Chief Administrative Officer

/enclosure

cc: Nikki Gilmore, Village of Pemberton CAO *(by email only)*

Date: November 21, 2017

To: Nikki Gilmore, Chief Administrative Officer

From: Lisa Pedrini, Village Planner

Subject: Consideration of Zoning Amendment Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 for Second Reading

PURPOSE

This report further considers an application from BC Hydro to amend the Zoning Bylaw to facilitate an upgrade to the existing BC Hydro Field Office/Works Yard at 1363 Aster Street. The report submits an update of how the applicant has addressed the items that Council resolved had to be addressed before the application could proceed to Second Reading, as well as input from the community at large. As a result, Zoning Amendment Bylaw No. 821, 2017 is being presented for Second Reading in addition to the scheduling of a public hearing.

BACKGROUND

A detailed report on the BC Hydro zoning amendment application as well as agency referral input, Advisory Land Use Commission (ALUC) recommendations and staff comments related to the Field Office/Works Yard Upgrade was presented to Council at their Regular Meeting No. 1455, held July 25th, 2017, and the following resolution was passed:

Moved/Seconded

THAT Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 receive First Reading;

AND THAT Second Reading of Zoning Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 not be considered until the Applicant:

- *Holds a public information session or staff supported online engagement strategy seeking public sentiment on the proposed development, at their own expense, and forwards the consultation results to the Village Planner;*
- *Submits a Development Permit/Development Variance Application outlining refined detail with respect to the form and character of the proposed Field Office/Works Yard and the nature of its parking requirement variance request;*
- *Agrees to enter into a Land Use Agreement and works with staff to develop a Draft Covenant that outlines negotiated Community Amenity Contributions before Third Reading.*

CARRIED

DISCUSSION & COMMENTS

This section of the report informs how the applicant has addressed the outstanding items identified above before the application could proceed to Second Reading.

1. Hold a Public Information Session to gauge early feedback on the Proposal.

Village Council required BC Hydro to hold a Public Information Session, at their expense, in support of their application to rezone their downtown property to allow for an upgrade to their Field Office/Works Yard. As the use is currently legal non-conforming, the use cannot be expanded at this location unless the bylaw is amended to permit the use outright. As a means of gauging the community's sentiment toward this rezoning request, it was resolved that BC Hydro gather feedback from the community on their proposal to expand their semi-industrial operations at this location before the proposed amendment bylaw could receive Second Reading.

In accordance with Council's resolution (noted above in Background), the applicants held a Public Information Session on Thursday, October 26th, 2017 at the Pemberton Community Centre. BC Hydro's advertising for the public session consisted of advertisements placed in The Question on October 24th and the Pique Newsmagazine on October 26th and a sign posted at the Roundabout for a week in advance of the date. The event had been originally booked for October 18th, with earlier advertising but inclement weather necessitated the cancellation of that date, as such an amended sign was placed in advance of the second meeting at the Roundabout. In addition, information about the Public Information Session information was shared by the Village in the Village of Pemberton eNews, Facebook page and through direct emails to the Advisory Land Use Commission and Advisory Design Review Commission members and the Chamber of Commerce.

At the Information Session, story boards explaining the proposal and depicting the form and character of the new Field Office/Works Yard building and proposed landscaping were presented (attached as **Appendix A**). BC Hydro staff was available for questions and attendees were invited to provide written comments.

Following the Information Session, Jerry Muir, Community Relations Manager for BC Hydro, submitted the results of their engagement to the Senior Planner. In terms of attendance, BC Hydro advised that approximately twenty-five (25) people attended, nineteen (19) signed in and seven (7) comments were submitted. Comments received at the meeting are attached as **Appendix B**.

In summary, from the results of those who attended and commented, the majority appears in favour with the proposed redevelopment and pleased with the aesthetics of the anticipated design. Questions were raised about access and water service lines located within the informal laneway referred to as St. David's Laneway. Given that the property was subdivided many years ago, and the four (4) residential properties were formerly owned by BC Hydro, the servicing for these properties likely crossed the parent parcel. Unfortunately, when this property was subdivided, an easement was not included in the subdivision process. Consequently, BC Hydro will need to locate the service lines and inform the Village of how this will be resolved.

The Village also received a submission on the proposal from a resident of Pemberton that attended the Public Information Session that does not support the rezoning. These comments were received via the Village's website online submissions and the correspondence is included on the agenda for receipt by Council. A copy is also attached to this report as **Appendix C**. This resident raises concerns that the location of the BC Hydro Field Office/Works Yard in the Village's downtown (and the corresponding truck traffic) is incompatible with a pedestrian-oriented downtown core, and notes his preference for redevelopment of commercial and residential uses in their current location.

2. Submit a Development Permit outlining the design details of the proposed Field Office/Works Yard Upgrade

BC Hydro submitted an application for a major Development Permit (DP) for Form and Character of the Development - Downtown Revitalization on September 29, 2017. Review of the DP is in process and a staff report on the application will be presented to Council for consideration at a future meeting.

The proposed design of the upgrade is shown below in a rendering labelled **Figure 1**, as presented at the Public Information Session held October 26, 2017 (see **Appendix B**).

Figure 1: Rendering of the Proposed Field Office/Works Yard Upgrade and Landscaping



VIEW ACROSS ASTER ST.

The following is a summary of the design of the Field Office/Works Yard facility, as provided by the Applicants, with some preliminary comments from Planning Staff noted in *italics*.

- The design places the building at the rear of the site, away from the street.

Planning Staff Comment:

The front yard set-back in the C-1 zone is 0 m, to encourage developments to have an interesting and pedestrian scaled façade. Given the semi-industrial use of the property, it is preferable to have it set back from the property line, as proposed.

- It will be screened to recede in the background to maintain an appropriate scale with stored yard materials placed against the building and up against the hillside to keep out of the line of sight from the street.

Planning Staff Comment:

The proposed screening consists of landscaping along the front and new plantings along the eastern boundary of the site, as recommended by the ADRC (see referral comments). It should be noted that BC Hydro's Corporate Security Standards dictate the need for chain link fencing as shown in the attached drawings. They have been given a special dispensation for not providing barbed wire as they are using a higher cost alternate technology in lieu. Staff has been advised by BC Hydro that the chain link fencing cannot include dark mesh or standard slat inserts similar to what is used now due to BC Hydro's strict security standards.

- The new building is designed to the latest building standards for most components but will exceed the current building code to:
 - Seismically meet the higher standards for Post-Disaster dictated in the proposed new Building Code
 - Improve sustainability by shadowing LEED™ certification¹
 - Meet design requirements for 1:500 year flood protection
 - Reduce environmental impact and load on the Village's infrastructure by collecting and managing storm water surge onsite
 - Improve security by following Crime Prevention Through Environmental Design (CPTED) principles.

Planning Staff Comment:

Staff welcomes seismic and flood improvements and sustainability features. It should be noted that collecting and managing storm water on site and following Crime Prevention Through Environmental Design are required elements of any Development Permit in the Downtown DP Area No. 4.

The overall design includes:

- a) An architecturally finished wall dedicated for the display of public art at the corner of Aster Street and Dogwood Drive.

¹ Shadowing LEED certification means that they will follow the standards but not seek certification.

The DP application notes that *“the public face of the site along Aster Street will be addressed with a decorative fence, bookended with two architectural, board-formed concrete walls. One wall will have the ability to host public art at the prominent corner of Aster Street and Dogwood Drive, and the other wall will support identifying signage. A PMT (pad mounted transformer) located at the south-east corner of the site could be clad with decorative film as a further public art opportunity.”*

Planning Staff Comment

The concrete architectural features proposed at either end of the property frontage are an attractive design element. In terms of public art, the development would benefit from a voluntary gifting of an appropriate piece of public art or funding from BC Hydro to purchase a local piece as a community amenity contribution. It is unfortunate that a PMT is to be located between the sidewalk and the fence, but as the proposal notes, it does provide another opportunity for public art, if the proponents are required to “shrink wrap” it with local art pieces similar to what RMOW has done.

b) Improved Street and Area Lighting

Planning Staff Comment

Consideration of the style and intensity of the new lighting will be addressed through the DP application.

c) New concrete sidewalk with wheelchair let-down along Aster Street

Planning Staff Comment

Off-site improvements such as this are a standard requirement of Development Permits.

d) A public access pathway along the east side of the property

Planning Staff Comment

The public access pathway will allow pedestrian movement along the area between the property boundary and the rear of the small lots along Prospect Street, in place of the lane. The path does not currently lead to an established trail network rather; it leads to an informal trail traveling up/down the cliff to the United Church property. Future redevelopment of the adjacent properties on Prospect Street will be impacted by the removal of the lane (which is not presently protected by a formal easement but is located on the subject property), but the pathway could be beneficial in future if an easement is granted. The submission does not address the loss of the vehicular access to, and the siting of utilities serving the adjacent four small lots along Prospect Street.

BC Hydro has advised staff they have commissioned an electromagnetic and ground penetrating radar scan of the lane to see if they can locate any utilities in the next two weeks. Their consultants have been in contact with the Village’s Engineering Technician who has found an old “sketch” of the parcel before subdivision. Once they know if/where any services are located, then they will be in position to determine next steps.

- e) A landscape design that features an exterior that is an aesthetic fit to the existing and future streetscape

Planning Staff Comment

The property is currently screened by mature trees along Aster Street. The applicants have submitted a revised Landscape Plan as part of their DP application, which proposes to add more landscaping along the eastern portion of the chain link fence. The landscape plan will be accessed as part of the DP application.

- f) No parking variances have been requested as part of the Development Permit application.

3. Agree to Enter into a Land Use Agreement (Covenant) that outlines Community Amenity Contributions before Third Reading

The applicants have been made aware of the Village's policy on community amenity contributions, and are agreeable to meet with staff to discuss the potential of voluntary community amenities. This meeting will be required to take place before the Bylaw reaches Third Reading.

REFERRAL COMMENTS

Not all referral comments (external and internal) are available at this stage; they will be provided when the DP application is presented to Council. The following are the referral comments received to date:

a) Pemberton and District Chamber of Commerce

The Secretary-Treasurer of the Pemberton and District Chamber of Commerce advised the Village on October 10, 2017 that the Board of Directors had no further comments at this time regarding the Development Permit (DPA010) BC Hydro Site.

b) Advisory Design Review Commission

The Village's Advisory Design Review Commission met on October 11, 2017 to review the BC Hydro Development Permit Application and give feedback on the overall development concept. At that meeting the ADRC passed the following resolution:

Moved/Seconded

THAT the Advisory Design Review Commission recommends to Council that BC Hydro Development Permit Application (DPA-010) be supported conditional on the applicant providing the following:

- a) A lighting plan that includes specifications of fixtures, location of lights and how the art wall will be lit;
- b) Revised landscape plan that proposes more visual interest and better screens the east side of the building;
- c) A 3D representation of the site and buildings in order to represent views from different areas of the downtown.

AND THAT the Advisory Design Review Commission would like an opportunity to review the revised plans prior to consideration by Council.

CARRIED

Planning Staff Comment

*The DRAFT minutes of the ADRC meeting are attached as **Appendix D.***

PROPOSED AMENDMENT BYLAW

Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017, was given First Reading on July 25, 2017 as a means of demonstrating conditional support of the application. At that time, the proposed Zoning Amendment Bylaw was worded to define and permit a Works Yard use in the C-1 (Town Centre Commercial) Zone on a site-specific basis on *Lot 5, Plan 31658, D.L. 203, LLD, and is not permitted on any other lands in this zone.* The Bylaw at First Reading is attached as **Appendix E.**

Staff is now recommending that Zoning Amendment Bylaw No. 821, 2017 be reworded to rezone the property from C-1 back to P-1 (Public), the version attached as **Appendix F**, and to add to the list of permitted uses in the P-1 Zone “Works Yard” as similarly defined below:

Works Yard

means the use of Land, Buildings and Structures operated by, or on behalf of, the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of buildings, infrastructure, materials or equipment. The use may include office space but excludes communication tower and/or electrical sub-station.

This revised approach would change the zoning of the subject property back to its original zone of P-1 (Public), which is what the property was zoned before the adoption of Zoning Bylaw No. 466, 2001. The Works Yard use could thus be permitted on a site specific basis in the P-1 zone on the subject property only, thus facilitating BC Hydro’s redevelopment plans at 1363 Aster Street.

Planning staff feel that this approach more accurately reflects the long standing public utility use of this property in this location, rather than permitting it as a site specific use in the C-1 zone.

COMMUNICATIONS

Subject to Section 464 of the *Local Government Act*, a Public Hearing must be held for both OCP and the Zoning Amendment Bylaws, after first reading of the bylaw and before third reading. Notice of the Public Hearing will be given as per s. 466 of the *LGA [RSBC 2015]* in the form of two (2) ads published in the local newspaper within the specified time period and notification being sent to adjacent property owners. It will also be advertised on the Village’s website and Facebook Page and included in the eNews.

LEGAL CONSIDERATIONS

The processing of a Rezoning application is regulated by various sections contained in Part 14 of the *LGA [RSBC 2015]* and by the Village's *Development Procedures Bylaw 725, 2013*, as amended from time to time.

Bylaws that have received First Reading may be amended before Second Reading without a requirement to rescind First Reading.

IMPACT ON BUDGET & STAFFING

The research and preparation of this report is a component of the daily work undertaken by the Development Division of the Operations & Development Services Department. All costs associated with the processing of this application, including staff time, are recoverable from the applicant's fees as per the Village's *Development Procedures Bylaw 725, 2013*, as amended from time to time.

INTERDEPARTMENTAL IMPACT & APPROVAL

There is no interdepartmental impact or approvals required respecting the processing of this application as it is a function of the Operations and Development Services Department.

ALTERNATIVE OPTIONS

There are five options:

1. Council may give Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 (attached as **Appendix F**) Second Reading based on the information provided in this report, and Schedule a Public Hearing.

This is the recommended option.

2. Council may choose to give Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 (attached as **Appendix E**), based on the original wording of the Bylaw (i.e., allowing the use as a site specific use in the C-1 zone in this location) and schedule a Public Hearing.

This option is also supported by staff, but is not preferred as it is felt the use is better suited under a P-1 zone than the C-1 Town Centre Commercial zone. Both bylaw amendment options are compliant with the OCP.

3. Council may choose to give the Zoning Amendment (BC Hydro Field Office/Works Yard/Works Yard) Bylaw No. 821, 2017 (attached as **Appendix F**) Second Reading but not schedule a Public Hearing until the Development Permit Application is presented in full. This would allow both public and Council to review the entire submission before the Public Hearing takes place.

The benefit to this approach is that Council and the public will have a fuller understanding of how the proposed development meets the Downtown Revitalization guidelines contained in the OCP as the future report will include more details and

comments from engineering and the ADRC. However, this approach will hold up the rezoning process.

4. Council may refuse the rezoning application.

If Council were to decide that the semi-industrial use, regardless of how it is zoned, is not appropriate given its location in the Town Centre and regardless of what the ultimate end design of the Field Office/Works Yard upgrade will look like, it can refuse to give the rezoning application further readings.

5. Council may provide another option.

POTENTIAL GOVERNANCE CONSIDERATIONS

Responding to the proposed Zoning Amendment Applications is consistent with Strategic Plan Priority One: Economic Vitality to foster investment within the Village and Priority Three: Excellence In Service through the continuation of delivering quality municipal services by processing development applications efficiently.

RECOMMENDATION

THAT Zoning Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017, (attached to this report as Appendix F), be given Second Reading;

AND THAT a Public Hearing for Village of Pemberton Zoning Bylaw No. 466, 2001, Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 be scheduled for 7 PM Tuesday, December 5th, 2017, at Council Chambers.

Attachments:

Appendix A – Community Information Session Story Boards, October 26, 2017

Appendix B – Results of the Community Information Meeting

Appendix C – Submission to Council opposing Rezoning Application

Appendix D – ADRC Minutes, October 11, 2017

Appendix E – Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 - as presented for First Reading

Appendix F – Zoning Amendment (BC Hydro Field Office/Works Yard) Bylaw No. 821, 2017 – preferred version for Second Reading

Submitted by:	Lisa Pedrini, Village Planner
Manager Approval by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Background



Taken from Google Street view

BC Hydro has been a proud member of the Pemberton community for almost 60 years. Our existing facility on Aster Street was first built in the early 1960's.

Today, the facilities no longer meet our operational needs. The office building is aged and in poor condition, the vehicle bays are undersized for new equipment requirements and there are numerous workplace safety concerns.

To meet the current and growing customer needs in the Pemberton area, continue to support emergent response around the province and improve safety for our workers, we need to construct a new field operations centre.

What we propose



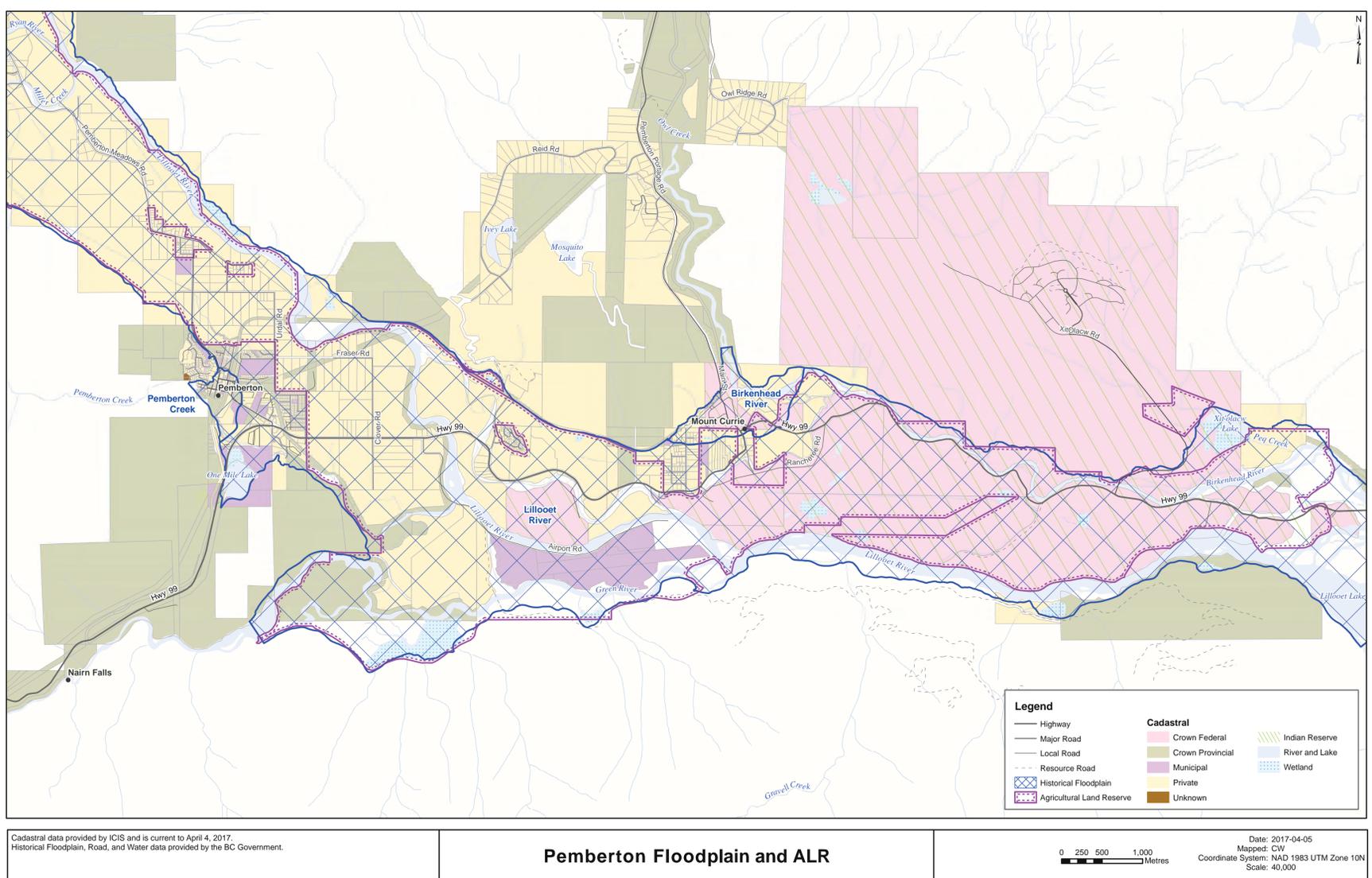
Since the existing office was constructed, the Village of Pemberton has updated the Official Community Plan (OCP) designating the site as Downtown. The existing building does not conform to the current zoning bylaw.

Recognizing this, we have applied for permission to:

- Redevelop the existing site on Aster Street to improve operations
- Build a new field office building and out-building covered storage
- Rezone the property to allow for this use to continue at this location

Site selection criteria

We conducted a comprehensive analysis of over fifty potential sites evaluating each to identify suitable properties that meet our post-disaster operating guidelines (e.g. located above the flood plain, good geotechnical soils, location, cost) and determined that the existing site best satisfied all requirements.



Map of site selection analysis

Location

The Pemberton operations works in concert with Whistler, Squamish and Lillooet facilities to service approximately 38,000 customer in the Sea to Sky corridor, Bridge River Valley and Lillooet. We need to have a presence north of the “suicide hill” and south of Mt Currie so that we can maintain coordinated services year round.

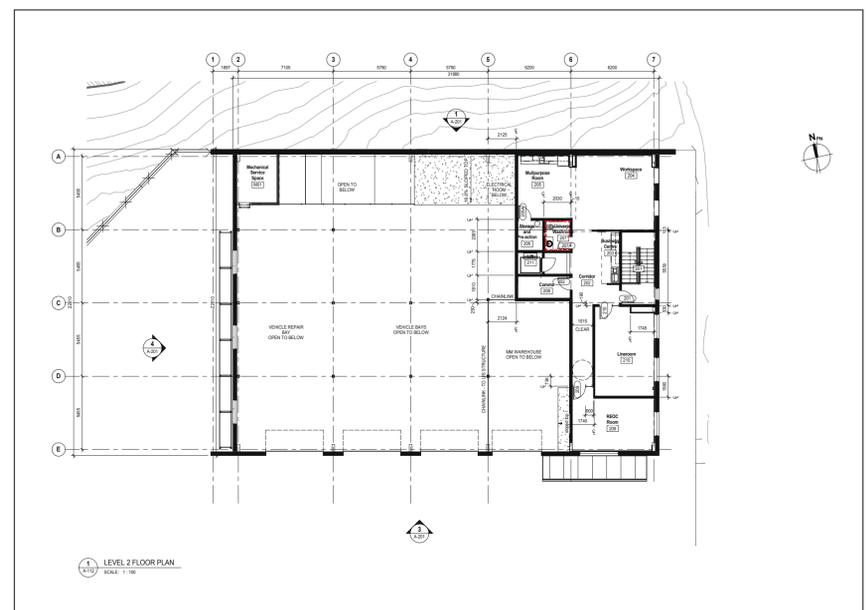


Site selection criteria con't.

Emergency Response

Our field buildings must remain operational after a natural disaster so that we can provide emergency response to the community. Our post-disaster response plan requires that our field building is:

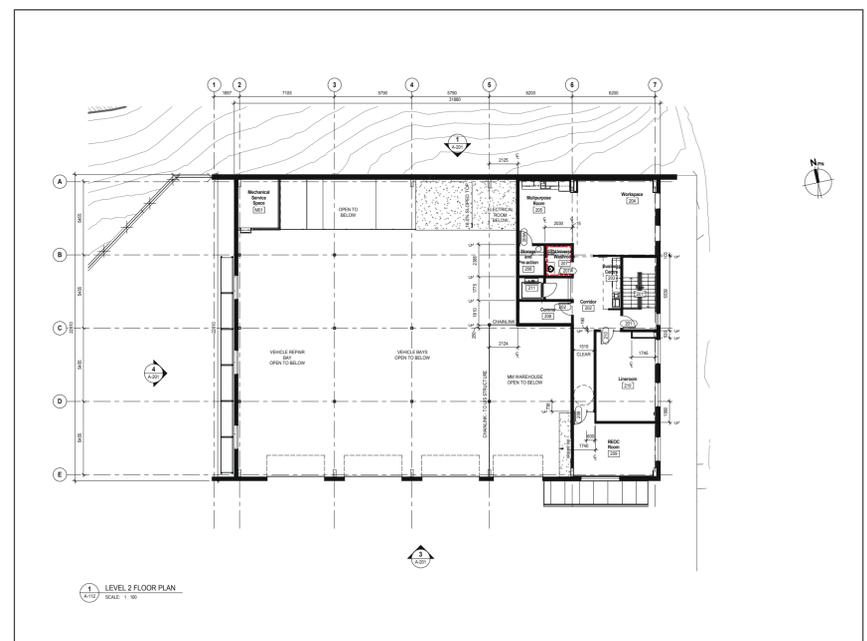
- Out of the flood plain
- Out of the Agricultural Land Reserve
- Out of First Nation lands
- Out of areas with soil susceptible to liquefaction
- Away from fractured, talus rock slopes



Operational Requirements

Our service strategy has not changed over the last half century but the equipment and technology of power distribution has changed and safety standards are more robust. To continue to deliver reliable service to the growing communities along the corridor, we need to update our facilities to include:

- A new main building with administration and warehouse space
- Heated truck bays
- Improved outdoor covered storage space



Cost

To maintain high value and affordability for all rate payers, a holistic view of all project costs were measured against risk-value registers to ensure the project can be completed within a defined budget.

Building design

The proposed development is sensitive to the surrounding sites and is guided by the requirements of the Pemberton Official Community Plan (OCP) and our functional requirements. Colours and materials used follows the Design Guidelines listed in the OCP.



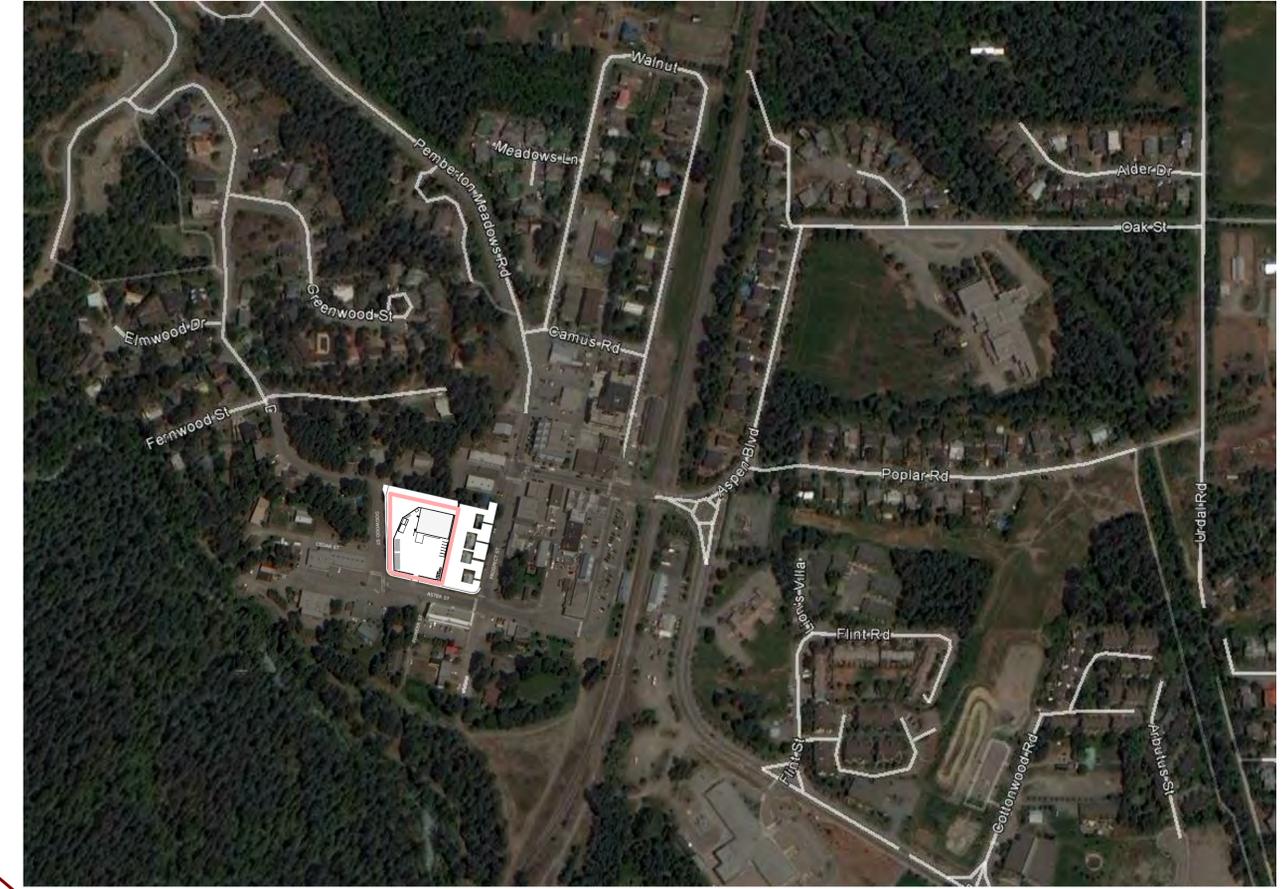
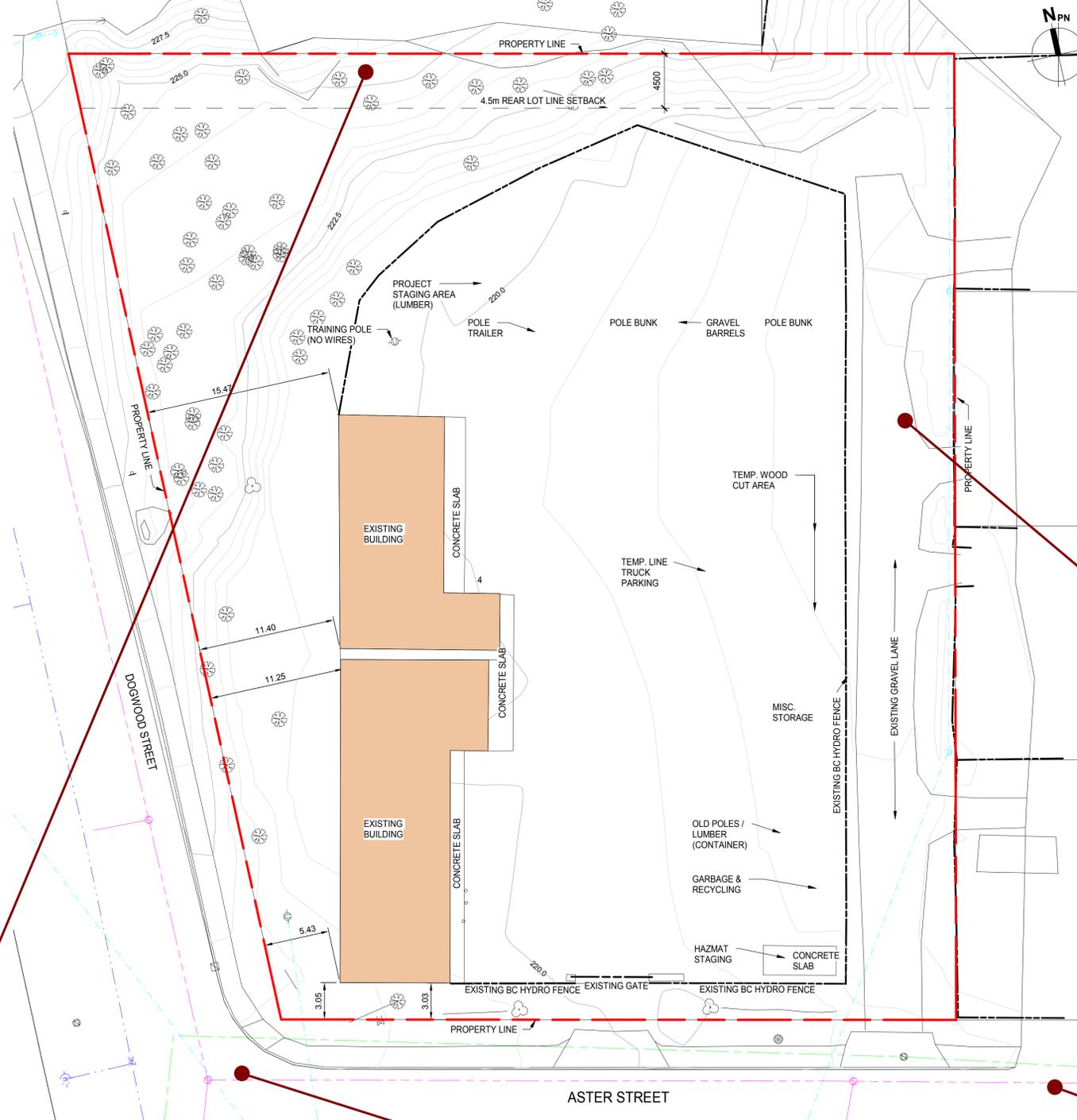
The design places the building at the rear of the site, away from the street. It will be screened to recede in the background to maintain an appropriate scale with stored yard materials placed against the building and up against the hillside to keep out of the line of sight from the street.

The new building is designed to the latest building standards for most components but will exceed the current building code to:

- Seismically meet the higher standards for Post-Disaster dictated in the next building code
- Improve sustainability by shadowing LEED™ certification
- Meet design requirements for 1:500 year flood protection
- Reduce environmental impact and load on the Village's infrastructure by collecting and managing storm water surge onsite
- Improve security by following Crime Prevention Through Environmental Design (CPTED) principles

The overall design includes:

- An architecturally finished wall dedicated for future public art installation opportunities at the corner of Aster Street and Dogwood Drive
- Improved street and area lighting
- A new concrete sidewalk with wheelchair let-down along Aster Street
- A public access pathway along the east side of the property
- A landscape design that features an exterior that is an aesthetic fit to the existing and future streetscape



CONTEXT PLAN

LEGEND:

	PROPERTY LINE
	SETBACK LINE
	FENCE
	EXISTING STORM PIPE (UNDERGROUND)
	EXISTING OVERHEAD LINE
	EXISTING WATER PIPE (UNDERGROUND)
	EXISTING SANITARY PIPE (UNDERGROUND)

EXISTING SITE PLAN



01. VIEW OF EXISTING PROPERTY FROM NORTH SLOPE



02. VIEW OF EXISTING PROPERTY FROM SOUTH WEST CORNER

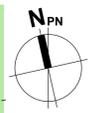


03. VIEW OF EXISTING PROPERTY FROM SOUTH EAST CORNER



04. VIEW OF EXISTING EAST FENCELINE





PROJECT DATA

ZONING: C-1 Town Center Commercial

LOT SIZE: 5,174 S.M.

SETBACKS:
 0m from front parcel line
 0m from interior side parcel line
 0m from exterior side parcel line
 4.5m from rear parcel line for principal building
 3.5m from rear parcel line for accessory structure

BUILDING HEIGHT:
 Maximum Height of Principal Building: 10.5 m
 Maximum Height of Accessory Structures: 4.5 m
 Proposed Building Height: 9.5 m

BUILDING FLOOR AREAS:
 Level 1 717 sm
 Level 2 197 sm
 Total Main Building 914 sm

Proposed Floor Area Ratio: 17.7%
 Maximum Density/ FAR: 200%

SITE COVERAGE:
 Proposed Main Building (including canopies and overhang) 905 sm
 Proposed Transformer Storage 22 sm
 Proposed Staging Storage 46 sm
 Total Building Area (Coverage): 973 sm

Proposed Coverage: 19%
 Maximum Lot Coverage: 75%

PARKING PROVISION:
 Workspace/office gross floor area 152 sm
 Required stalls (1 stall per 28 sm of gross area) 6
 Provided stalls: 7
 H/C PARKING: 1 required and provided

LOADING PROVISION:
 Required Loading 2
 (Industrial: 2 for 500 m2 to 2,500 sm of gross floor area)
 Provided Loading Bays (truck bays) 3

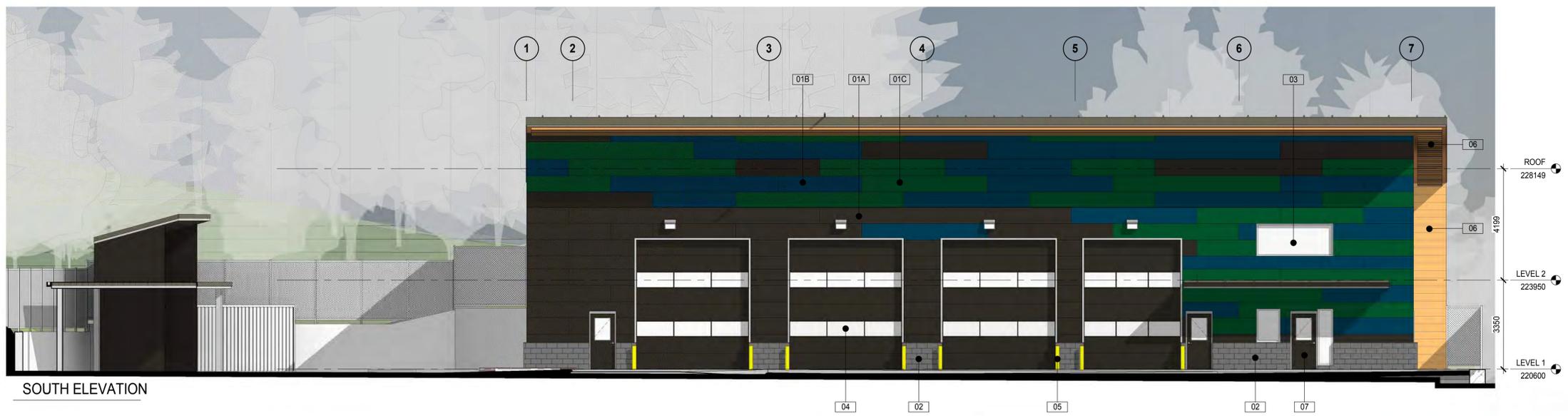
PROPOSED SITE PLAN



EXTERIOR FINISH MATERIAL LEGEND	
TAG	DESCRIPTION
01A	PRE-FINISHED INSULATED METAL PANEL SYSTEM (HORIZONTAL) - FIELD COLOUR - GRANITE
01B	PRE-FINISHED INSULATED METAL PANEL SYSTEM (HORIZONTAL) - ACCENT COLOUR - SPRUCE
01C	PRE-FINISHED INSULATED METAL PANEL SYSTEM (HORIZONTAL) - ACCENT COLOUR - HEMLOCK
01D	PRE-FINISHED INSULATED METAL PANEL SYSTEM (VERTICAL) - FIELD COLOUR - GRANITE
02	SPLIT-FACE CONCRETE MASONRY UNIT
03	WINDOW UNIT
04	OVERHEAD DOOR C/W 2 ROWS GLAZING. COLOUR TO MATCH FIELD COLOUR
05	4' STEEL BOLLARD
06	METAL SOFFIT WITH WOOD FINISH
07	PAINTED HOLLOW METAL DOOR IN PAINTED PRESSED STEEL FRAME
08	COVERED RACKING C/W PLYWOOD BACKING AGAINST BUILDING
09	INSULATED ROOF PANEL SYSTEM - SLATE GREY



NORTH ELEVATION



SOUTH ELEVATION

EXTERIOR FINISH SELECTION

- 

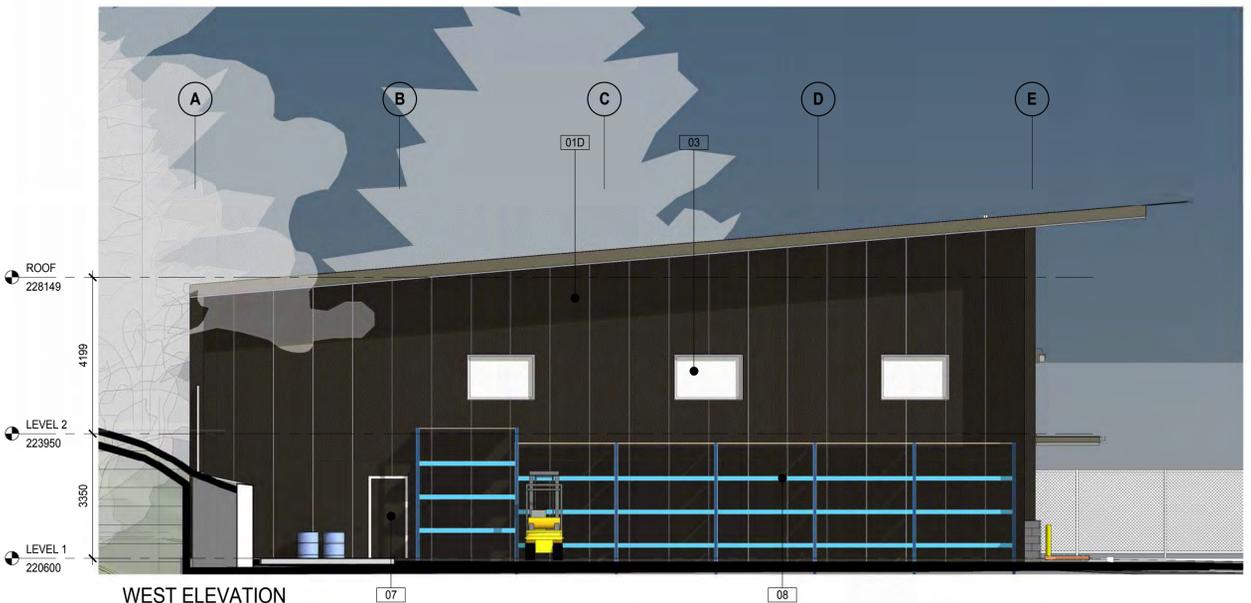
GRANITE / DARK BRONZE
INSULATED METAL PANEL
FLAT NON-EMBOSSED FINISH
FIELD WALL COLOUR
(01A) - SOUTH AND EAST ELEVATION
HORIZONTAL 610MM HIGH PANELS
(01D) - NORTH AND WEST ELEVATION
VERTICAL 1065MM WIDE PANELS
- 

SPRUCE / REGAL BLUE
INSULATED METAL PANEL
FLAT NON-EMBOSSED FINISH
ACCENT COLOUR (01B)
HORIZONTAL 610MM HIGH PANELS
- 

HEMLOCK / EVERGREEN
INSULATED METAL PANEL
FLAT NON-EMBOSSED FINISH
ACCENT COLOUR (01C)
HORIZONTAL 610MM HIGH PANELS
- 

LIGHT BROWN
WOOD STRIPS
SOFFIT COLOUR (06)
- 

SPLIT-FACE MASONRY
CHARCOAL COLOUR
EXTERIOR WALL BASE (02)



WEST ELEVATION



EAST ELEVATION





ASTER AND DOGWOOD



VIEW FROM ASTER ST.



SOUTH WEST CORNER



VIEW ACROSS ASTER ST.



MAIN YARD - SOUTH AND WEST FACADE

Pemberton Field Office Information Session Summary: October 26, 2017

Background

On October 26, 2017, BC Hydro held an information session at the Pemberton & District Community Centre. The purpose of the session was to share the proposed design for our new field office on Aster Street with Pemberton residents, and seek feedback about their interests and considerations regarding the project.

At the session we provided information on:

- background of current location;
- drivers for the new building;
- our operational criteria, the studies we conducted, and the results of the studies; and,
- the proposed design and site layout.

Written submission forms were available on site and all attendees were encouraged to provide comment.

Notification

Initially, the information session was scheduled for the week prior (October 18) with advertisements running in the local paper and at the community roundabout the week of October 9. However, the session was postponed after Hwy 99 was temporarily closed due to weather. For the rescheduled session on October 26, we updated and re-ran advertisements to inform the public of the new date.

Advertisement included:

- **Print:** published in the Whistler Question and the Pique the week prior to the session
- **Signage:** installed at the Pemberton roundabout



Participation

- **~25 people attended, 19 of which signed in**
- **Seven** pieces of hard copy comment forms were received (see Appendix A)

Summary of comments/discussion at information session

Both at the event and through written submissions, most participants expressed support for the project and proposed design of the field office, including vegetation around the facility. Dialogue was generally positive, with participants providing input on a wide-range of interests and considerations regarding the project.

Additional feedback included suggestions regarding the location and alignment with the downtown area, opportunities for the local trades and suppliers on the project, as well as questions regarding parking, access, and possible existing underground pipes and other services in the laneway.

Summary of written comments

The following are key themes from the seven written submissions received at the session. *Note: The number of comments does not equal the total number of respondents as some participants provided more than one comment*

Key themes	Total number of mentions
Building Design: <ul style="list-style-type: none"> Supportive of the building design (6) 	6
Landscaping: <ul style="list-style-type: none"> Supportive of the trees and vegetation (2) 	2
Laneway: <ul style="list-style-type: none"> Easement and concerns regarding parking and/or access for neighbouring property owners (3) Questions about infrastructure in the laneway (2) 	5
Employment Opportunities: <ul style="list-style-type: none"> Supportive of opportunities and involvement for local trades and suppliers (1) 	1
General/Other: <ul style="list-style-type: none"> Supportive of BC Hydro in the community (2) Support undergrounding lines (1) Traffic Roundabout (1) 	4



Pemberton Field Office Information Session
Comments

As a long time resident of
Pemberton & resident on
Fernwood St. I fully support
your redeveloping your site
to accommodate your operations
in the Pemberton Area. Your
development is by far a
better use of the property than
more condos or townhouses.
The services of BC Hydro are
critical for the community.

not only as it develops
but in case of emergency.
We are very fortunate to
have you located with
your base of operations
in our village.

Good luck with your
project. I look forward to
seeing it completed.

[Redacted signature]

[Redacted address]



Pemberton Field Office Information Session
Comments

It's a very aesthetically
pleasing building for an industrial
building.

The more power lines that can
go underground in Pemberton
the better.



Pemberton Field Office Information Session
Comments

There was an "Easement"
written when BC Hydro
Subdivided Property originally
?

for Alley

Where is this?

 **BC Hydro**
Power smart

Pemberton Field Office Information Session
Comments

THE STRUCTURE LOOKS CLEAN -

IT WOULD BE A GOOD THING TO
SOURCE THINGS FROM LOCAL LABOUR
AND PRODUCTION.

ALSO - I UNDERSTAND THAT THE
EXPANSION INTO THE ALLEY IS ONTO
YOUR OWN PROPERTY - BUT IT DOES HAVE
AN IMPACT ON THE OTHER ALLEY
USERS - A ROAD RATHER THAN A
PATH WOULD SERVE THEM BETTER.

 **BC Hydro**
Power smart

Pemberton Field Office Information Session
Comments

New Building looks Nice ✓ Nice

New / Proposed Trees / Shrubs ✓ Nice

→ Issues: Water Pipes access in Alley
: Parking / Access from Alley to
Business / Houses
: Sewer Pipe Access ? think alley
too

 **BC Hydro**
Power smart

Pemberton Field Office Information Session
Comments

The proposed updates
will be an asset to Pemberton.
The design is unobtrusive
and in no way detracts from
any of the neighbouring houses
or buildings. Having Hydro
in the Village is a definite
asset and should be
encouraged.

 **BC Hydro**
Power smart

Pemberton Field Office Information Session
Comments

Good - Like it!

Improved Building -
LANDSCAPING

WOULD LIKE TO ADDRESS
THE STATION AT ROUND ABOUT

From: no-reply@webguidecms.ca [<mailto:no-reply@webguidecms.ca>]
Sent: Saturday, November 4, 2017 2:46 PM
To: Nikki Gilmore; Sheena Fraser; Elysia Harvey
Subject: Website Submission: Write to Mayor & Council - pemberton.ca

Form Submission Info

First Name: Simon

Last Name: Croak

Street Address: [REDACTED]

PO Box: [REDACTED]

Town/City: Pemberton

Province: BC

Postal Code: [REDACTED]

Phone Number: [REDACTED]

Email: [REDACTED]

Please attach any related documents (if applicable):

Message to Mayor & Council: RE: BC Hydro re-zoning / building permit application
Firstly, I would like to thank the council and mayor for requiring BC Hydro to hold a public information session regarding their application to re-zone and re-build their field office building on Aster Street. I was present at the information session on the 26th October and reviewed all the documents available. I also discussed the proposals with the representatives from BC Hydro. (Additionally it would be nice if this information was published online for all to see!) My thoughts are that council should NOT approve BC Hydro application. I have the following comments / concerns to highlight: • As our community grows it should be our collective responsibility to protect and improve our downtown core, through new building or redeveloping, great examples of this in the past have been the construction of the “BC liquor store” building and the community barn. Both of these examples are retail / residential / community use buildings and belong in the downtown core, an industrial building / operation does not. • I realize that the BC hydro build was “here first” and that the town has been built around it however this is the perfect opportunity for them to relocate and for the town to “re-claim” this land for future residential / commercial / retail opportunities. • There is a perfectly capable “industrial park” located less than 8KMs away that is ideally suited for this type of operation that has land available for purchase. • According to the materials available at the information session BC Hydro has a long list of requirements for the site on which to build this new office. One of which is that it must not be located on a flood plain so that in the event of a

flood disaster they're able to access supplies / people located at the office to assist in the repair of power equipment. I would like to raise two points about this requirement: o According to BC Hydro's own map their current site on Aster Street is already located on the flood plain albeit on the edge, parts of the industrial park are also on the edge of the flood plain. o I would also ask council to consider this: In the event that Pemberton does suffer a catastrophic flood, how is BC hydro planning to access their current site on Aster Street with vehicles capable of restoring power? Pemberton Portage road would be underwater, as would Prospect Street and Pemberton Meadows Road. Would it not make more sense to be located closer to the highway (at the industrial park) as this important road would be a higher priority to get back open after a flood? • Should we not take this opportunity to remove some of the heavy vehicle traffic from our downtown streets? From memory (plans aren't available online) the design of the new building include upgrades / additions to the vehicle maintenance bays. Does this mean there will be additional trucks driving through our pedestrianized downtown core? What about the existing trucks? Remember for BC Hydro to access most of their service area from their building on Aster Street they have to drive past our Elementary School twice! Once there and once back. • Could the village of Pemberton not incentivize the move to the industrial park with some sort of "land swap" with the SLRD? I'm guessing the SLRD would be open to having BC Hydro located here as this is would be another source of industrial property tax revenue? I look forward to council discussing this matter further. Thanks Simon

**VILLAGE OF PEMBERTON
ADVISORY DESIGN REVIEW COMMISSION MINUTES**

Minutes for the Advisory Design Review Commission of the Village of Pemberton held Wednesday, October 11, 2017 at 5:30pm at 7400 Prospect Street.

MEMBER IN ATTENDANCE: Tracy Napier (Chair)
Caroline McBain
Saad Hassan
Bob Adams
Nicole Brink

REGRETS: Woody Bishop (Chamber Representative)

STAFF IN ATTENDANCE: Lisa Pedrini, Village Planner
Tim Harris, Manager of Operations & Development Services
Sheena Fraser, Manager of Corporate & Legislative Services (minutes)

PROJECT REPRESENTATIVES: Sean Rodrigues, Project Manager, Properties - BC Hydro
David Mate, Agent
Michael Garforth, Kasian Architecture

GENERAL PUBLIC: 0

1) CALL TO ORDER

At 5:52 pm the meeting was called to order.

2) MINUTES

Moved/Seconded

THAT the minutes of the Advisory Design Review Commission Meeting, held Wednesday, September 27, 2017, be approved as presented.

CARRIED

**3) MAJOR DEVELOPMENT PERMIT: DPA010-BC Hydro Field Office/Works Yard
1368 Aster Street**

Mr. Bob Adams declared a conflict of interest, pursuant to section 100 (2) (a) and (b) of the Community Charter, as his company owns property adjacent to the subject property. Mr. Adams left the meeting at 5:53 p.m.

Lisa Pedrini, Village Senior Planner, provided background on the application noting that the applicant has also applied for a Zoning Amendment as the lands are currently legal non-conforming. As the subject property is also within a the Downtown Revitalization Development Permit area, it was recommended by the Advisory Land Use Commission (ALUC) that the Development Permit application process run concurrently with the rezoning process. Ms. Pedrini also noted that the Zoning Amendment Bylaw is currently at 1st reading and will be considered for second reading after the applicants have provided staff with input from the community gathering during a public open house

which is scheduled for Wednesday, October 18th from 5:00 – 6:30pm at the Community Centre.

The applicant was invited to present the project.

Mr. Michael Garforth, architect representing BC Hydro, presented an overview of the form and character of the proposed upgrades to the Field Office lands. It was noted that expansion of the current facility is required to meet the demands of increased staffing and new equipment (trucks) which require larger bays.

Mr. Garforth outlined the following:

- Siting of the new building (set at the back north east corner of the lot)
- Landscaping upgrades and changes
- Size of the building (2 stories)
- Additional aesthetic values (fencing and retaining wall materials and style)
- Building design (aim to maintain a clean form with no roof top units)

Discussion took place respecting the following:

- Impacts to the existing lane access (it was noted that this lane is on the BC Hydro property and that there are no easements or rights of way registered on Title)
- Impacts on parking on Prospect Street if the residents are no longer able to access through the back of their property
- Official Community Plan designation (is it consistent?). It was noted that it is.
- Fencing – desire to see something less industrial looking and more architectural in nature, option to use different materials than those presented especially along Aster Street
- Fencing and landscaping along the east side of the property – how best to screen this area so that it has less impact on the neighbours; is there a way to break up the long wall?
- Public Art – concern that BC Hydro is only providing the space, but not gifting the community with a piece of public art, and that nothing will be placed on the wall
- Lighting – both inside and outside the property – desire to see a more detailed lighting plan that includes fixtures etc. /night light – what will be the evening/winter lit experience?
- White utility box (Pad mounted transformer or PMT) at the entrance – concerns respecting curb appeal – options to screen with landscaping or wrap similar to what is done in Whistler with Chili Thom art
- Landscaping – types of trees, consider keeping the tall cedars along Aster as they screen the site well now, consider a mix of deciduous and conifers
- Security and safety and the impacts those requirements have on the design of the building and fencing
- Desire to make sure that the development of this site does not look too industrial given that it is in the downtown core – the proponents need to make efforts to ensure the application fits in the downtown and meets the DP guidelines, not the other way around

- Concerns about visuals from neighbouring properties and views from the downtown core (desire to see a 3D image)
- Desire to see the building be less industrial and monolithic but it was understood that there are several constraints given the use; the wood soffit was complemented as a welcome addition.

Moved/Seconded

THAT the Advisory Design Review Commission advises Council that it supports the project in principle with further consideration being given to the following:

- a) A lighting plan that includes specifications of fixtures, location of lights and denotes how the art wall will be lit;
- b) Revised landscape plan that proposes more visual interest and better screens the east side of the building.

CARRIED

As a result of further discussion, the resolution was reconsidered and the following motion was made:

Moved/Seconded

THAT the resolution noted above be rescinded.

CARRIED

Further discussion took place respecting the Commissions concerns and comments.

Moved/Seconded

THAT the Advisory Design Review Commission recommends to Council that BC Hydro Development Permit Application (DPA-010) be supported conditional on the applicant providing the following:

- a) A lighting plan that includes specifications of fixtures, location of lights and how the art wall will be lit;
- b) Revised landscape plan that proposes more visual interest and better screens the east side of the building;
- c) A 3D representation of the site and buildings in order to represent views from different areas of the downtown.

AND THAT the Advisory Design Review Commission would like an opportunity to review the revised plans prior to consideration by Council.

CARRIED

4) **NEXT MEETING**

Ms. Pedrini provided an update to the Commission with respect to applications that are pending or expected to be made to the Village for other developments and the corresponding need for more ADRC meetings in the near future. The Commission members agreed that fewer agenda items per meeting for consideration is better than a full agenda as it allows for more time to better consider applications.

Discussion took place with respect to the best day of the week to hold meetings. Village staff will coordinate with current Commission members to determine a preferred day of the week.

5) ADJOURNMENT

At 7:42 pm the meeting was adjourned.

Tracy Napier
ADRC Chair

DRAFT

VILLAGE OF PEMBERTON

BYLAW No. 821, 2017

Being a bylaw to amend the Village of Pemberton Zoning Bylaw No. 466, 2001

WHEREAS pursuant to Section 137 of the *Community Charter* a Council may amend its Zoning Bylaw from time to time;

AND WHEREAS the Council of the Village of Pemberton deems it desirable to permit a works yard use in the Town Centre Commercial Zone (C-1) on a site specific basis on Lot 5, Plan 31658, D.L. 203, LLD to allow BC Hydro to upgrade their existing field office/works yard;

NOW THEREFORE the Council of the Village of Pemberton in open meeting assembled **ENACTS AS FOLLOWS:**

1. CITATION

This Bylaw may be cited as “Village of Pemberton Zoning Amendment (BC Hydro Field Office) Bylaw No. 821, 2017”

2. Village Zoning Bylaw No. 466, 2001 be amended as follows:

a) Section 104. Definitions:

i. by adding the following:

Works Yard

means the use of Land, Buildings and Structures operated by, or on behalf of, the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of buildings, infrastructure, materials or equipment. The use may include office space but excludes communication tower &/or electrical sub-station.

b) Section 306.1 Town Centre Commercial (C-1) Permitted Land Uses:

- i. by adding Works Yard **(g)** to the list of Permitted Land Uses.
- ii. By adding to the list of provisos under Permitted Land Uses: (g) this use shall only be permitted on *Lot 5, Plan 31658, D.L. 203, LLD*, and is not permitted on any other lands in this zone.

READ A FIRST TIME this 25th day of July, 2017.

READ A SECOND TIME this ____ day of _____, 2017.

NOTICE OF PUBLIC HEARING for **Village of Pemberton Zoning (BC Hydro Field Office) Amendment Bylaw No. 821, 2017 PUBLISHED IN THE _____**
on this ____ day of _____ 2017 and **PUBLISHED IN THE _____** on this
____ day of _____ 2017.

PUBLIC HEARING HELD this ____ day of _____, 2017.

READ A THIRD TIME this ____ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Mayor
Mike Richman

Corporate Officer
Sheena Fraser

VILLAGE OF PEMBERTON

BYLAW No. 821, 2017

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NOW THEREFORE the Council of the Village of Pemberton in open meeting assembled **ENACTS AS FOLLOWS:**

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2. **Village Zoning Bylaw No. 466, 2001 be amended as follows:**

a) Section 104. Definitions:

- i. by adding the following in alphabetical order:

Works Yard

means the use of Land, Buildings and Structures operated by, or on behalf of the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of buildings, infrastructure, materials or equipment. The use may include office space but excludes communication tower &/or electrical sub-station.

b) Section 312.1 Public (P-1) Permitted Land Uses:

- i. by adding Works Yard **(a)** to the list of Permitted Land Uses.
- ii. By adding a list of provisos under Permitted Land Uses: (a) this use shall only be permitted on *Lot 5, Plan 31658, D.L. 203, LLD*, and is not permitted on any other lands in this zone.

c) Schedule A – Zoning Map is amended by rezoning the subject property “Lot 5, Plan 31658, D.L. 203, LLD” from C-1 to P-1, as per the attached Schedule 1, which is attached to and forms a part of this bylaw.

READ A FIRST TIME this 25th day of July, 2017.

READ A SECOND TIME this ___ day of _____, 2017.

NOTICE OF PUBLIC HEARING for Village of Pemberton Zoning (BC Hydro Field/Works Yard Office) Amendment Bylaw No. 821, 2017 PUBLISHED IN THE _____ on this ___ day of _____ 2017 and PUBLISHED IN THE _____ on this ___ day of _____ 2017.

PUBLIC HEARING HELD this ___ day of _____, 2017.

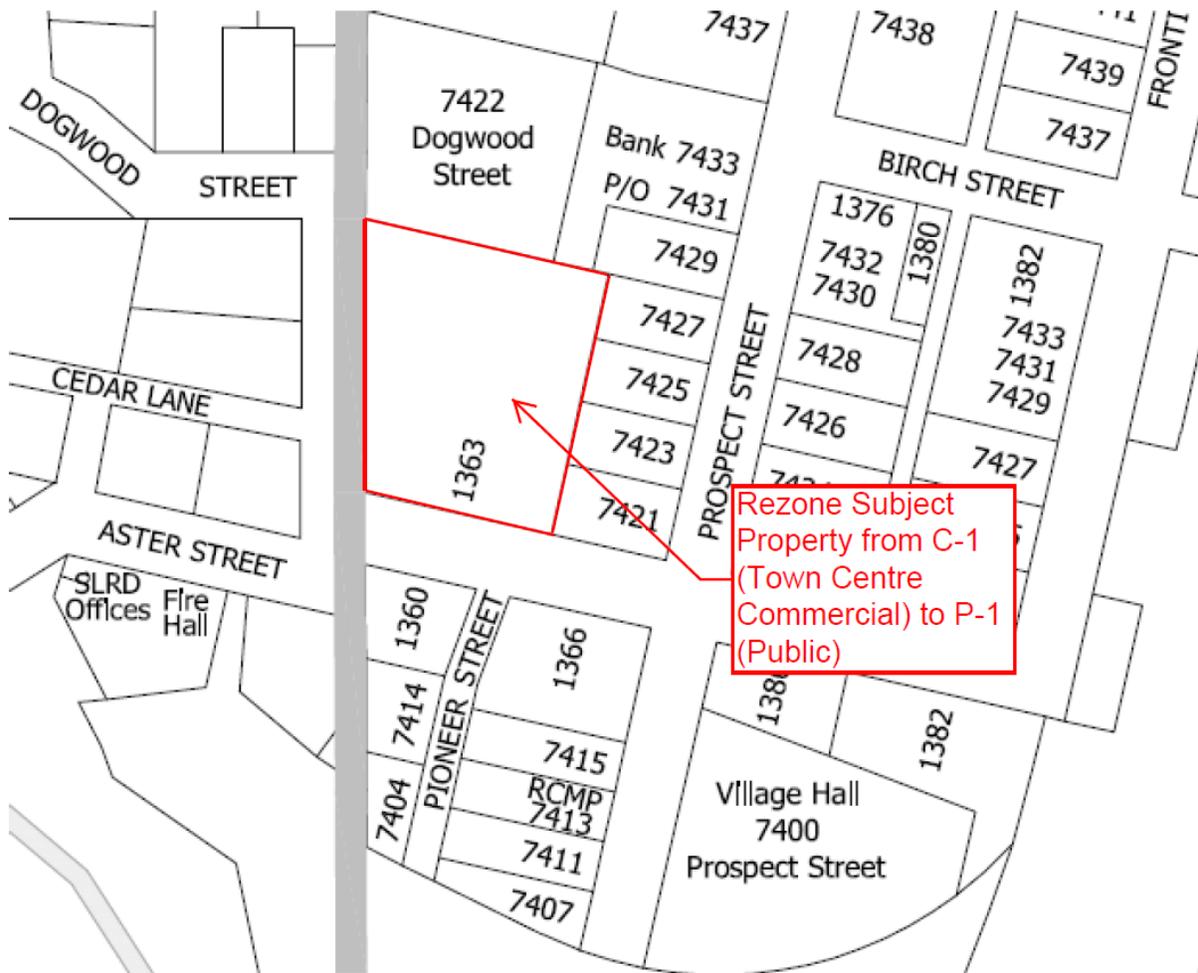
READ A THIRD TIME this ___ day of _____, 2017.

ADOPTED this _____ day of _____, 2017.

Mayor
Mike Richman

Corporate Officer
Sheena Fraser

Schedule 1



From: no-reply@webguidecms.ca [<mailto:no-reply@webguidecms.ca>]
Sent: Saturday, November 4, 2017 2:46 PM
To: Nikki Gilmore; Sheena Fraser; Elysia Harvey
Subject: Website Submission: Write to Mayor & Council - pemberton.ca

Form Submission Info

First Name: Simon

Last Name: Croak

Street Address: [REDACTED]

PO Box: [REDACTED]

Town/City: Pemberton

Province: BC

Postal Code: [REDACTED]

Phone Number: [REDACTED]

Email: [REDACTED]

Please attach any related documents (if applicable):

Message to Mayor & Council: RE: BC Hydro re-zoning / building permit application

Firstly, I would like to thank the council and mayor for requiring BC Hydro to hold a public information session regarding their application to re-zone and re-build their field office building on Aster Street. I was present at the information session on the 26th October and reviewed all the documents available. I also discussed the proposals with the representatives from BC Hydro. (Additionally it would be nice if this information was published online for all to see!)

My thoughts are that council should NOT approve BC Hydro application. I have the following comments / concerns to highlight:

- As our community grows it should be our collective responsibility to protect and improve our downtown core, through new building or redeveloping, great examples of this in the past have been the construction of the “BC liquor store” building and the community barn. Both of these examples are retail / residential / community use buildings and belong in the downtown core, an industrial building / operation does not.
- I realize that the BC hydro build was “here first” and that the town has been built around it however this is the perfect opportunity for them to relocate and for the town to “re-claim” this land for future residential / commercial / retail opportunities.

- There is a perfectly capable “industrial park” located less than 8KMs away that is ideally suited for this type of operation that has land available for purchase.

- According to the materials available at the information session BC Hydro has a long list of requirements for the site on which to build this new office. One of which is that it must not be located on a flood plain so that in the event of a flood disaster they’re able to access supplies / people located at the office to assist in the repair of power equipment. I would like to raise two points about this requirement:

- According to BC Hydro’s own map their current site on Aster Street is already located on the flood plain albeit on the edge, parts of the industrial park are also on the edge of the flood plain.
- I would also ask council to consider this: In the event that Pemberton does suffer a catastrophic flood, how is BC hydro planning to access their current site on Aster Street with vehicles capable of restoring power? Pemberton Portage road would be underwater, as would Prospect Street and Pemberton Meadows Road. Would it not make more sense to be located closer to the highway (at the industrial park) as this important road would be a higher priority to get back open after a flood?

- Should we not take this opportunity to remove some of the heavy vehicle traffic from our downtown streets? From memory (plans aren’t available online) the design of the new building include upgrades / additions to the vehicle maintenance bays. Does this mean there will be additional trucks driving through our pedestrianized downtown core? What about the existing trucks? Remember for BC Hydro to access most of their service area from their building on Aster Street they have to drive past our Elementary School twice! Once there and once back.

- Could the village of Pemberton not incentivize the move to the industrial park with some sort of “land swap” with the SLRD? I’m guessing the SLRD would be open to having BC Hydro located here as this is would be another source of industrial property tax revenue?

I look forward to council discussing this matter further.

Thanks Simon

Dear Mayor and Council,

This letter is in regards to Street Name Listing, Bylaw No. 819, 2017 received originally on July 25, 2017, cited from Regular Council Meeting No. 1456, dated September 12, 2017.

I would like to start off by praising the work that went into researching names of the Valley. If I may suggest the importance of the Pioneer woman, Teresa Mary Ronayne Ross Miller. Without her, most of the residents that call Pemberton home would not be here. As excited as I was to see her name listed with William Morgan Miller, I was also disappointed, and, frankly, saddened. Let me explain, on Teresa, page 57;

"He [William Morgan Miller] returned to Pemberton in 1914 after marrying a widow Teresa (Ross), who was a sister of Jack [John], Joseph and Edmond Ronayne. Teresa had three children from her prior marriage, Vivien, Alexander (Sandy) and Gerald Ross. Teresa and William also had four sons, William Morgan [Morgan], Robert Joseph, Edmond Ronayne ["Ronnie"], and Donald."

For those of you who don't know the names listed above, allow me to explain the importance of them, through the *incomplete and growing* list of family names that you may recognize below,

Vivian:	Alexander:	Gerald:	William:	Robert:	Donald:
Lokken	Armstrong	Roberts	Collins	Robertson	Glover
Summerskill	Gimse	McEwan	McEwan	Miller	Thompson
Hepburn	Scarrow	Goheen	Van Loon	Porter	Tansley
	Myres	Falcnor	Carson	Wallace	Padgett
	Bush	Zakall	Gilmore	Holt	Allenby
	Gopp	Marcotullio	Gander		
	Beatty	McCuish	Zurcher		
	Jensen	Van Beem	Laflamme		
	Blundell	Dallas	Demers		
	McCormack		Swetlikoff		
	Hawker		Lewis		
	Rentmeester				
	Oliver				
	Chalk				
	de Graaf				
	Hustins				

Whether it is through blood or marriage, most of the residents that grew up here, in this Village we now call home, are all related through Teresa Mary Ronayne Ross Miller.

The family values of this Village seem to be lost in the ever-connected disconnection we call “normal society” now, and yet Pemberton has so recently celebrated it’s 100th year anniversary, we remember where we started from.

John Ronayne and Bridget Fitzgerald, parents to Margaret, Cornelia, **Edmond Phillip, John (Jack) William, Teresa Mary, Joseph Michael** and James Ronayne lived in Dungourney, Cork, Ireland.

Alexander James Ross, Teresa’s first husband, father of Vivian, Alexander, and Gerald lived in Middleton, Cork County, Ireland.

As stated before, Edmond, John (Jack), and Joseph (Joe) brought over their sister, Teresa after her marriage to William Morgan Miller, each settling into the Village of Pemberton, and the Squamish-Lillooet Regional District.

I would like to propose the idea of naming a street after Cork County, in remembrance of where we started from, to leave the next generation(s) a seed into our rich and vibrant history that only we can teach them about.

Thank you for your attention and consideration,

Kristyn Zakall,

Daughter of Jennifer Lynn Ross and Richard Maurice Zakall; Granddaughter to Dawn Martha McEwan and Hugh Gerald Ross; Great Granddaughter to Marie Menzel and Fredrick Holden McEwan, Edwina Elizabeth Roberts and Gerald Ross; Great-Great Granddaughter to Matilda Anna Algermiezal and *Arbeiter* Fredrick August Bernhard Menzel, Teresa Mary Ronayne and (Alexander James Ross) William Morgan Miller.

Names are listed untraditionally, to show the importance of the Mother, and the Mother Land.

From: MCF Info MCF:EX [<mailto:MCF.Info@gov.bc.ca>]
Sent: Friday, November 3, 2017 4:14 PM
To: VoP Admin <admin@pemberton.ca>
Subject: Letter from the Honourable Katrine Conroy

Ref: 234366

His Worship Mayor Mike Richman and Council
Village of Pemberton
E-mail: admin@pemberton.ca

Dear Mayor Richman and Council:

As the new Minister of Children and Family Development, I am honoured and delighted to proclaim November as Adoption Awareness Month. This annual proclamation offers an opportunity to celebrate the many families in the province who have opened their hearts and their homes through adoption, and to highlight the need for more families to consider adopting.

In your community and across the province, there are young people hoping for a permanent home to call their own. There are approximately 1,000 children and youth in foster care waiting for a permanent home. Some are part of a sibling group, some have special needs, and some are teens. Regardless of their personal circumstances, each and every child deserves a family to belong to, a stable place to grow up, help and guidance preparing for the challenges of adulthood, and someone to rely on for support, encouragement and love.

There are many ways to celebrate adoptive families and help raise awareness of the need for more adoptive families in British Columbia. Your council could proclaim Adoption Awareness Month in your community, you could create an adoption display in your office, use a copy of the Provincial Proclamation, invite Ministry of Children and Family Development (MCFD) Adoption Social Workers to set up an information booth, have your community newspaper feature articles on adoption and invite local adoptive parents to a “meet and greet”. If you are interested in exploring these ideas please contact MCFD staff at: MCF.AdoptionsBranch@gv.bc.ca.

The Adoptive Families Association of British Columbia (AFABC) has been supporting adoptive families in British Columbia for forty years. The AFABC’s representative for your area can provide you with information on events in your community and on adoption in general. Their contact information, as well as contact information for the four licensed adoption agencies in British Columbia, can be accessed at: <http://www.mcf.gov.bc.ca/adoption/index.htm>.

Last year the Ministry of Children and Family Development launched the *Adopt BC Kids* Web site; the portal allows citizens to complete an adoption application online 24/7. Since its inception, more than 340 prospective adoptive families have registered on *Adopt BC Kids* and 97 families have submitted applications to adopt. Please take a look at the site and encourage community members who are interested in adopting a child in foster care to register at www.gov.bc.ca/adoptbckids.

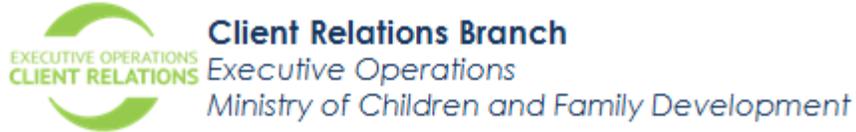
On behalf of the Ministry of Children and Family Development, thank you for helping us raise awareness about adoption and working with us to find homes for British Columbia’s children and youth.

Sincerely,

ORIGINAL SIGNED BY

Katrine Conroy
Minister of Children and Family Development

Sent on behalf of the Minister by:



From: Minister, JTT JTT:EX [<mailto:JTT.Minister@gov.bc.ca>]
Sent: Monday, November 6, 2017 4:21 PM
Subject: Open for Business Awards

Ref: 135898

Dear Mayor and Council:

I am pleased to invite you and your community to enter a nomination for the 2018 Open for Business Awards (OFB).

The OFB is an annual event hosted by the Roundtable. These awards recognize communities that are undertaking initiatives and partnerships to create a “business friendly” environment.

This year, the Roundtable is collaborating with Small Business BC to create a fresh approach to generate renewed excitement and increased participation. The Roundtable has therefore introduced the new OFB categories:

- *Small Community:* a community of fewer than 5,000 residents
- *Medium Community:* a community of 5,000 to 25,000 residents
- *Large Community:* a community of more than 25,000 residents
- *First Nations Community:* a First Nations community supporting small business

The deadline for nominations is November 30, 2017.

I encourage your staff and government officials to collaborate with your local business improvement association, chamber of commerce, economic development officers and business community to seek their nomination. To initiate a nomination please visit: www.sbbcawards.ca/open-for-business.

The winners will be announced February 23, 2018, at a Gala event at the Vancouver Convention Centre. A professionally produced video will be created to showcase all winners, and will be played at the Awards Gala. Award winners will be eligible to use the OFB logo in communications to help attract new business and investment in their community.

Further information about the Roundtable and the OFB is included in the package and is available online at: www.smallbusinessroundtable.com. For questions or support with preparing an application, please contact the Roundtable Secretariat by telephone at 250 387-9083, or by email to roundtablesecretariat@gov.bc.ca.

We look forward to receiving your submission.

Sincerely,

Bruce Ralston
Minister of Jobs, Trade and Technology

Attachment



2018 Open for Business Awards Nomination Process

The *Open for Business Awards* recognize and celebrate communities that best demonstrate they are promoting and adopting business friendly initiatives within their region. The Awards provide an important platform for local government to learn and share Best Practices, and showcase winning initiatives that have contributed to the success of local businesses.

For the 2018 *Open for Business Awards*, we invite and encourage communities of all sizes to tell your story, about how you are creating a Business Friendly environment within your community.

Nominations open from October 1 to November 30

This year for the first time, we are opening nominations to both the public and the community, and asking simply, why should your community win this award.

EXTENDED APPLICATIONS – DECEMBER 8 TO JANUARY 5

The next stage is to let our judges know what makes your community the best. Select **one initiative** that has been implemented in your community within the **last three years** that has had a meaningful impact on attracting, retaining and helping local businesses to succeed in your community.

Prepare a case study to tell a story about your initiative to the Roundtable and your peers.

Here is a guideline of what to include in your Case Study:

- *Background – what lead up to the initiative, why was it needed?*
- *Who does it target?*
- *What are the objectives, goals and targets?*
- *How was it developed and implemented?*
- *Who was involved?*
- *What are the outcomes?*
- *What did it cost?*
- *What is the feedback from your community?*
- *What lessons were learned?*
- *Pictures to demonstrate your story.*

For 2018, four new award categories have been created so that communities are competing with others of similar size.



Small Community:

less than 5,000 residents



Medium Community:

5,000 to 25,000 residents



Large Community:

over 25,000 residents



First Nations Community:

all First Nations Communities*

* First Nations Communities may elect to compete in the First Nations Community Category, or the Small, Medium, Large Community Category according to their size.

Nominate today: www.sbbcawards.ca/open-for-business

OPEN QUESTION PERIOD POLICY

THAT the following guidelines for the Open Question Period held at the conclusion of the Regular Council Meetings:

- 1) The Open Question Period will commence after the adjournment of the Regular Council Meeting;
- 2) A maximum of 15 minutes for the questions from the Press and Public will be permitted, subject to curtailment at the discretion of the Chair if other business necessitates;
- 3) Only questions directly related to business discussed during the Council Meeting are allowed;
- 4) Questions may be asked of any Council Member;
- 5) Questions must be truly questions and not statements of opinions or policy by the questioner;
- 6) Not more than two (2) separate subjects per questioner will be allowed;
- 7) Questions from each member of the attending Press will be allowed preference prior to proceeding to the public;
- 8) The Chair will recognize the questioner and will direct questions to the Councillor whom he/she feels is best able to reply;
- 9) More than one Councillor may reply if he/she feels there is something to contribute.

*Approved by Council at Meeting No. 920
Held November 2, 1999*

*Amended by Council at Meeting No. 1405
Held September 15, 2015*