



COLUMBIA SHUSWAP REGIONAL DISTRICT

Regular Board Meeting

AGENDA

Date: Thursday, February 20, 2025
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

[Zoom Link Registration](#)

Pages

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 31:

1. Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions.

2. In conjunction with indigenous peoples, States shall take effective measures to recognize and protect the exercise of these rights.

2. Call to Order

3. Adoption of Agenda

THAT: the Regular Board meeting agenda be adopted.

Corporate Vote Unweighted Majority

4. Meeting Minutes

4.1 Adoption of Minutes

THAT: the minutes attached to the Regular Board meeting agenda be adopted.

Corporate Vote Unweighted Majority

4.2 Business Arising from the Minutes

See Item 8.2 for proposed resolution for submission to SILGA and UBCM.

5. Announcements**5.1 Employee Service Awards - 2024****5 Years**

Crystal Robichaud
Ken Gobeil
Kerri Wirth
Graham Casselman
Greg Cockburn

10 Years

Stephanie Goodey

15 Years

Jennifer Sham

20 Years

Don Richmond

35 Years

Cal Franson

5.2 Staff Achievement

Gerald Christie, General Manager, Development Services
PADM Local Government Leadership Certificate.

6. Correspondence**6.1 For Information**

THAT: the Board receive the correspondence attached to the Regular Board Meeting Agenda.

Corporate Vote Unweighted Majority

6.1.1	From the January 16, 2025 Regular Board Meeting	
6.1.1.1	Agricultural Land Commission (ALC) (January 23, 2025)	16
	Letter from the Board requesting the ALC expedite the application process for ALC Application ID 102325, CSRD file LC2612D.	
6.1.2	Regional District Central Kootenay (January 28, 2025)	17
	Letter to the Minister of Forests concerning changes to the Cooperative Community Wildfire Response (CCWR) program.	
6.1.3	Town of Oliver (February 13, 2025)	20
	Requesting support for the proposed resolution at the 2025 SILGA Convention.	
6.2	Action Requested	
6.2.1	District of Sicamous Development Corporation (DOSDC) (February 3, 2025)	21
	Request for a letter from the CSRD Board supporting the DOCDC Municipal & Regional District Tax (MRDT) 5-year renewal application.	
	THAT: the Board approve the draft letter supporting the District of Sicamous Development Corporations 5-year renewal application for Municipal & Regional District Tax.	
	<i>Corporate Vote Unweighted Majority</i>	

7. Committee Reports and Updates

7.1 For Information

THAT: the Board receive the committee minutes attached to the Regular Board Meeting Agenda.

7.1.1	Shuswap Economic Development/Tourism Participants Review Committee Meeting Minutes (January 23, 2025)	23
7.1.2	Area A LAC Meeting Minutes (November 26, 2024)	26
7.1.3	North Okanagan Columbia Shuswap Regional Hospital District Meeting Minutes (January 21, 2025)	30
7.1.4	Solid Waste Management Public and Technical Advisory Committee (October 9, 2024)	37

7.2 Action Requested

7.2.1 Electoral Area Directors Committee Meeting Minutes (November 26, 2024) 41

Committee recommendation to the Board.

THAT: the Board write a letter to UBCM expressing the concerns of Electoral Area Directors regarding the changes to the Community Works Fund eligibility and acknowledging the important role of third parties in services and much needed infrastructure in rural communities;

AND THAT: this topic be included as an agenda item at the EA Forum;

AND FURTHER THAT: the letter be copied to regional districts.

7.2.2 Shuswap Emergency Program Executive Committee Meeting Minutes (December 3, 2024) 47

Committee recommendations to the Board.

THAT: the Board direct staff to invite Search and Rescue agencies from across the CSRD region to a future Regular Board meeting for an informational presentation on the services they provide.

AND THAT: staff investigate which SAR committees receive funds from the CSRD for operational costs and provide information to the Board.

THAT: the Board direct Community and Protective Services staff to create appropriate documents for the SEP Executive to have clarity on responsibilities and protocol as a policy committee.

8. Business General

8.1 Chair/Vice Chair Report

Verbal report from the Chair/Vice Chair.

8.2 Proposed Resolutions for Submission to SILGA

51

SILGA Resolution Regarding Shift of Provincial Wildfire Response Responsibilities onto Regional Districts

WHEREAS the effects of climate change are increasing disaster intensity, duration, frequency, and scale of emergencies and Regional Districts do not have the ability to increase the capacity of personnel, finances, or resources to meet the demands within identified jurisdictional fire protection zones to manage the increasing number of local wildfire emergencies;

AND WHEREAS the Province of British Columbia has outlined changes to the Cooperative Community Wildfire Response program with an unattainable expectation of the role expected of the Regional District that includes the expectation the service area goes beyond established Regional District fire protection zones:

THEREFORE BE IT RESOLVED that UBCM request the Province of BC to assume full responsibility of wildfire response efforts in areas outside of fire protection zones, with recognition of operational capacities of Regional Districts.

AND BE IT FURTHER RESOLVED that UBCM request the Province of BC to support collaboration between BC Wildfire Service and Regional Districts to share resources in continued efforts to effectively respond to wildfire emergencies and enhance community resilience.

SILGA Resolution Regarding Equitable Status and Funding for Inland Ferries as Essential Infrastructure

WHEREAS Inland Ferries provide historically critical infrastructure to the communities served, equivalent to roads, highways and bridges;

AND WHEREAS Inland Ferry services are essential services whose costs are funded by a portion of the taxes on sales of gasoline and diesel:

THEREFORE BE IT RESOLVED that all Inland Ferries are entitled to the same legal status as roads, highways and bridges, that all remain toll-free, and that the regular schedule of each Inland Ferry (whether on-demand or set schedule) be deemed the minimum necessary to protect the health, safety and welfare of the communities served.

THAT: the Board approve attached SILGA resolutions for submission.

Corporate Vote Unweighted

8.3 Federation of Canadian Municipalities Attendance in Ottawa (May 29-June 1, 2025)

Director Remuneration Bylaw No. 5786

Attendance = Chair plus 3 Electoral Area Directors.

Director Trumbley, Director Simpson, and Director Gibbons have expressed interest in attending.

Director Trumbley and Director Brooks-Hill attended FCM 2024 in Calgary.

9. Business By Area

9.1 Electoral Area B & Revelstoke: EOF Application – Revelstoke/Area B – Community Economic Development Initiatives

55

Report from Jodi Pierce, General Manager, Financial Services, dated February 4, 2025. Funding requests for consideration.

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amount from the Revelstoke and Area B Economic Opportunity Fund:

\$8,000 to the Revelstoke Chamber of Commerce to support the Revelstoke Business Retention & Expansion (BR&E) Data Collection and Implementation Project.

Corporate Vote Weighted

THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amount from the Revelstoke and Area B Economic Opportunity Fund:

\$150,000 to the City of Revelstoke Chamber of Commerce for the 2024/2025 Shuttle Service, inclusive of contingency,

Corporate Vote Weighted

9.2 Electoral Areas B, D, E and F: Grant-in-Aids

63

Report from Jodi Pierce, General Manager, Financial Services, dated February 3, 2025. Funding requests for consideration.

THAT: the Board approve the following allocations from the 2025 Electoral Area Grant-in-Aids:

Area B

\$1,000 Re-fest (community upcycling festival)

Area D

\$ 800 Mallory Ridge Community Trails Society (trail maintenance)

Area E

\$6,500 Swansea Point Community Association (operating costs)

Area F

\$3,500 North Shuswap Chamber of Commerce (winter festival)

\$1,954 North & South Shuswap Community Resources Association (food security program)

Stakeholder Vote Weighted – Electoral Area Directors

9.3 Electoral Area E and District of Sicamous: Sicamous and District Recreation Centre Service Review 66

Report from Jennifer Sham, General Manager, Corporate Services (Corporate Officer), dated February 6, 2025.

THAT: the Board appoint [insert Director name] as the Board representative in the Sicamous and District Recreation Centre service review.

Corporate Vote Unweighted Majority

THAT: the Board set an initial meeting date of [insert date], 2025 for representatives from the participating service area for the Sicamous and District Recreation Centre service to review the terms and conditions of the service and establish a negotiation process for the issues raised in the service review notice dated December 17, 2024.

Corporate Vote Unweighted Majority

9.4 Electoral Area C: Waive Post-Disaster Construction Requirements for the White Lake Fire Hall Addition 73

Report from Sean Coubrough, Manager, Protective Services (Regional Fire Chief), dated January 27, 2025. Using conventional construction techniques for the addition to the White Lake Fire Hall as opposed to the more stringent post-disaster construction standards.

THAT: the Board waive post-disaster construction standards as required in the 2024 BC Building Code for the construction of additional office space and an apparatus bay to the White Lake Fire Hall.

Corporate Vote Unweighted Majority

10. Administration Bylaws

10.1 Procedure Amendment Bylaw No. 5894, 2025

76

From the Public Notice Bylaw No. 5893, 2025 staff report presented to the Board at the January 16, 2025 Regular Board meeting, Corporate Services staff have prepared an amendment to Procedure Bylaw No. 5820, 2020 for consideration.

THAT: "Procedure Amendment Bylaw No. 5894, 2025" be read a first, second and third time, this 20th day of February.

Corporate Vote Unweighted Majority

THAT: "Procedure Amendment Bylaw No. 5894, 2025" be adopted, this 20th day of February.

Corporate Vote Unweighted Majority

11. Delegations & Guest Speakers

None.

12. Public Question & Answer Period

Click to view the Public Question Period Guidelines.

13. CLOSED (In Camera)

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to:

(c) labour relations or other employee relations;

AND THAT: the Board close this portion of the meeting to the public and move to into the Closed Session of the meeting.

14. Development Services Business General

14.1 CSRD Housing Needs Report – Interim Assessment Update

77

Report from Gerald Christie, General Manager, Development Services, dated February 4, 2025. Update to all Electoral Area Housing Needs Assessment reports as required by recent provincial legislation.

THAT: the Board receive the Columbia Shuswap Regional District Interim Housing Needs Assessment (January 2025) completed by Urbanics Consultants, this 20th day of February, 2025.

Corporate Vote Unweighted Majority

15. ALR Applications

15.1 **Electoral Area C: Agricultural Land Commission (ALC) Application Section 21(2) Subdivision LC2613C** 205

Report from Ken Gobeil, Senior Planner, dated January 31, 2025.
4439 Trans-Canada Hwy, Tappen

THAT: Application No. LC2613 Section 21(2) – Subdivision for Lot 2 Section 21 Township 21 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 670 Excluding Plans 14216 H716 and EPP59235 be forwarded to the Provincial Agricultural Land Commission recommending denial, this 20th day of February 2025.

Corporate Vote Unweighted Majority

16. Development Services Business by Area

16.1 **Electoral Area G: Development Permit No. 725-568** 266

Report from Christine LeFloch, Planner III, dated January 31, 2025.
Lot 7, Balmoral Road, Blind Bay

THAT: In accordance with Section 490 of the Local Government Act, Development Permit No. 725-568 for Lot 7, Section 8, Township 22, Range 10, W6M, KDYD, Plan EPP63121 be authorized for issuance this 20th day of February, 2025;

AND THAT: Issuance be conditional upon receipt of a revised planting plan which includes species that are applicable to the Shuswap area (Plant Hardiness Zone 6b).

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.2 **Electoral Area E: Development Variance Permit No. 841-11** 328

Report from Hayley Johnson, Planner I and Laura Gibson, Planner II, dated January 31, 2025.
9059 Hummingbird Drive, Swansea Point

THAT: In accordance with Section 498 of the Local Government Act, Development Variance Permit No. 841-11 for Lot 14 Section 11 Township 21 Range 8 West of the 6th Meridian Kamloops Division Yale District Plan 27052, varying Electoral Area E Zoning Bylaw No. 841, as amended, as follows:

1. Section 4.8.4 (i) the maximum floor area, gross of the proposed accessory building be increased from 150 m² to 218 m² be approved this 20th day of February 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.3 Electoral Area G: Temporary Use Permit No. 725-03 353

Report from Laura Gibson, Planner II, dated January 31, 2025.
3312 McBride Road, Reedman Point

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 725-03 for Parcel A (KL110121) Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 27611, be authorized for issuance this 20th day of February, 2025, for the temporary use of the existing detached secondary dwelling unit as a short term rental, with issuance subject to the applicant fulfilling the following conditions:

- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act, protecting an area on the subject property for a backup septic field area for the secondary dwelling unit;
- Submitting proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to issuance of the Temporary Use Permit.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.4 Electoral Area B: Temporary Use Permit No. 850-19 383

Report from Christine LeFloch, Planner III, dated January 21, 2025.
3108 Airport Way, South Revelstoke

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 850-19 for Lot A Section 14 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan NEP20670, be authorized for issuance this 20th day of February, 2025, for the temporary use of the single detached dwelling as a lodge, with issuance subject to the applicant fulfilling the following conditions:

- Proof of adequate accommodation and liability insurance, with a minimum \$3 million in coverage;
- A revised septic system compliance review from Dave Seaton, ROWP confirming that the lodge will have 14 guests and that this number can be accommodated by the existing septic system; and
 - Registration of a covenant on title to the subject property pursuant to Section 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.5 Electoral Area B: Temporary Use Permit No. 850-20

427

Report from Laura Gibson, Planner II, dated January 31, 2025.
1876 Shaver Road, Rural Revelstoke

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 850-20 for Lot 6 Section 11 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan 6304, be authorized for issuance this 20th day of February 2025, for the temporary use of the single detached dwelling as a short-term rental, with issuance subject to the applicant fulfilling the following conditions:

- Proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to issuance of the Temporary Use Permit.

Stakeholder Vote Unweighted (LGA Part 14) Majority

16.6 Electoral Area A: Development Variance Permit No. 680-05A

467

Report from Christine LeFloch, Planner III, dated January 31, 2025.
603 Lapp Road, Rural Golden

THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 680-05A for District Lot 4752 Kootenay District, varying Subdivision Servicing Bylaw No. 680 as follows:

1. Section 9.4 (a) be varied to allow the use of a well that is not located on the same parcel as the residential dwelling unit in respect of which it is required;

for Proposed Lot 1 of a two-lot subdivision under File# 2022-04509A, be approved for issuance this 20th day of February, 2025, subject to the following conditions:

- a. An easement over the water line located on Proposed Lot 2 in favour of Proposed Lot 1;
- b. An easement over the water line located on Rem Lot 1, Plan NEP15202 in favour of Proposed Lot 1;
- c. a letter of undertaking from the applicant's solicitor to register the easement concurrently with the plan of subdivision; and,
- d. a letter and photographs from the applicant's contractor confirming that the dwelling on Proposed Lot 2 has been disconnected from the well on Rem Lot 1, Plan NEP15202.

Stakeholder Vote Unweighted (LGA Part 14), Majority

17. Planning Bylaws

17.1 **Electoral Area D: Rancho/Deep Creek Zoning Amendment Bylaw No. 751-02** 518

Report from Christine LeFloch, Planner III, dated January 31, 2025.
5530 Gardiner Lake Frontage Road, Rancho

THAT: "Rancho/Deep Creek Zoning Amendment Bylaw No. 751-02" be read a third time, this 20th day of February, 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

17.2 **Electoral Area D: Rancho / Deep Creek Zoning Amendment Bylaw No. 751-07** 540

Report from Jan Thingsted, Planner III, dated January 31, 2025.
942 Gardom Lake Road, Gardom Lake

THAT: “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-07” be given third reading this 20th day of February, 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: “Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-07” be adopted this 20th day of February, 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

17.3 **Electoral Area E Zoning Amendment Bylaw No. 841-11**

552

Report from Jan Thingsted, Planner III, dated February 4, 2025.
3410 Oxbow Frontage Road, Yard Creek

THAT: “Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-11” be given first reading, this 20th day of February, 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

THAT: the Board utilize the simple consultation process for Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-11, and it be referred to the following agencies and First Nations:

- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Ministry of Environment and Parks;
- Interior Health Authority;
- Ministry of Transportation and Transit;
- Ministry of Forests: Archaeology Branch;
- All applicable First Nations Bands and Councils;

AND THAT: the public hearing be waived.

Stakeholder Vote Unweighted (LGA Part 14) Majority

18. **Release of Closed Session Resolutions**

Attached to minutes, if any.

19. **Next Board Meeting**

Thursday, March 20, 2025 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

20. **Adjournment**

THAT: the Regular Board meeting be adjourned.



REGULAR BOARD MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Board at the next Regular meeting.

Date: January 16, 2025
 Time: 9:30 AM - 4:00 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart [^]	Electoral Area A Director
	D. Brooks-Hill [^]	Electoral Area B Director
	M. Gibbons	Electoral Area C Director
	D. Trumbley [^]	Electoral Area D Director
	R. Martin	Electoral Area E Director
	J. Simpson	Electoral Area F Director
	J. Smith	Electoral Area G Alternate Director
	R. Oszust [*]	Town of Golden Director
	T Stapenhurst ^{^*}	City of Revelstoke, Alternate Director
	K. Flynn (Vice Chair)	City of Salmon Arm Director
T. Lavery ^{^*}	City of Salmon Arm Director 2	
C. Anderson ^{^*}	District of Sicamous Director	
Directors Absent	N. Melnychuk (Chair)	Electoral Area G Director
	G. Sulz	City of Revelstoke Director
Staff In Attendance	J. MacLean	Chief Administrative Officer
	J. Sham	General Manager, Corporate Services (Corporate Officer)
	C. Robichaud	Deputy Corporate Officer
	J. Pierce [*]	General Manager, Financial Services (Chief Financial Officer)
	G. Christie	General Manager, Development Services
	B. Van Nostrand [*]	General Manager, Environmental and Utility Services
	D. Sutherland [*]	General Manager, Community and Protective Services
C. Paiement [*]	Manager, Planning Services	
L. Gibbons [*]	Planner II	

^{*}attended a portion of the meeting only

[^]electronic participation

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 27:

States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.

2. Call to Order

Vice Chair Flynn called the meeting to order at 9:32 AM.

Alternate Director Stapenhurst entered the meeting at 9:32 AM.

3. Adoption of Agenda

2025-0101

Moved By Director Gibbons

Seconded By Director Oszust

THAT: the Regular Board meeting agenda be adopted as amended.

Discussion on the motion:

Staff requested to have a late report added regarding a contract award for the rebuilding of the Scotch Creek/Lee Creek Fire Hall. The report was added as item 9.5.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

2025-0102

Moved By Director Simpson

Seconded By Director Martin

THAT: the minutes attached to the Regular Board meeting agenda be adopted.

CARRIED

4.2 Business Arising from the Minutes

None.

4.2.1 From the December 13, 2024 Regular Board Meeting

Item 9.1 Golden & Electoral Area A: Golden and District Arena – Community Works Funds request for Kitchen & Concession Upgrades, motion was deferred to January, 2025 pending budget discussions.

2025-0103

Moved By Director Oszust

Seconded By Director Gibbons

THAT: the Board consider the Golden and District Arena kitchen and concession upgrades request as a part of the annual budget deliberations.

CARRIED

5. Announcements

5.1 New Staff

Gordon MacDonald, Plan Checker

Jamie De Maid, Accounting Clerk II, Protective Services

Jennifer Babiuk, Accounting Clerk II

5.2 Staff Achievement

Jessica Plowman, Grants and Procurement Facilitator

Public Sector Procurement Program certificate.

6. Correspondence

6.1 For Information

2025-0104

Moved By Director Lavery

Seconded By Director Trumbley

THAT: the Board receive the correspondence attached to the Regular Board Meeting Agenda.

CARRIED

6.1.1 Regional District of Kootenay Boundary (December 20, 2024)

Letter to the Minister of Forests concerning changes to the Cooperative Community Wildfire Response (CCWR) program.

Discussion:

The Board shared their concerns as outlined in the letter from Regional District of Kootenay Boundary.

CAO stated that CSRD staff share the same concerns and would be bringing a letter supporting RDKB to the February Board meeting.

Directors asked for the letter supporting RDKB to be sent to member municipalities and that the staff report to include a draft resolution to SILGA.

6.1.2 BDO Audit Planning Report for Year Ending December 31, 2024

6.1.3 Independent Contractors and Businesses Association (January 7, 2025)

Letter to BC local governments regarding public sector procurement practices.

6.1.4 From the November 21, 2024 Regular Board Meeting

6.1.4.1 Union of BC Municipalities (January 13, 2025)

Letter from the Board supporting Fraser Valley Regional Districts request for a governance review initiated by UBCM.

Click to view [the letter from Fraser Valley Regional District dated November 7, 2024](#).

6.1.5 Ministry of Transportation and Transit (January 13, 2025)

Ministry response to Baird Hill (Hwy 97A and Hwy 97B intersection) safety concerns raised by Regional District North Okanagan.

Click to view the [letter from Regional District North Okanagan dated November 29, 2024](#).

Discussion:

The Board asked to revisit the detour safety concerns topic at the March Board meeting to review the progress of the safety measures and traffic congestion.

6.2 Action Requested

None.

7. Committee Reports and Updates

7.1 For Information

2025-0105

Moved By Director Cathcart

Seconded By Director Anderson

THAT: the Board receive the committee minutes attached to the Regular Board Meeting Agenda.

CARRIED

7.1.1 Kootenay East Regional Hospital District Board Meeting Minutes (November 8, 2024)

7.1.2 Okanagan Kootenay Sterile Insect Release Board Report (November 22, 2024)

7.1.3 Shuswap Watershed Council Meeting Summary (December 11, 2024)

7.1.4 Thompson Regional Committee Meeting Minutes (January 7, 2025)

7.2 Action Requested

None.

8. Business General

8.1 Chief Administrative Officer Report

Report attached to Late Agenda.

2025-0106

Moved By Director Gibbons

Seconded By Alternate Director Smith

THAT: the Board receive the CAO report for information.

CARRIED

9. Business By Area

9.1 Electoral Area A/Golden: Golden and District Arena

Request for a two-week extended ice pad operational season and increased facility budget for 2025 only.

December 17, 2024 Town of Golden Special Meeting, Briefing Note

2025-0107

Moved By Director Cathcart

Seconded By Director Oszust

THAT: the participants support in principle to increase the 2025 annual operating budget for the Golden and District Arena by \$30,000 to allow for an extended ice pad operational season.

CARRIED

9.2 Electoral Areas D, E, F, G: Grant-in-Aids

Report from Jodi Pierce, General Manager, Financial Services, dated December 19, 2024. Funding requests for consideration.

2025-0108

Moved By Director Martin

Seconded By Director Simpson

THAT: the Board approve the following allocations from the 2025 Electoral Area Grant-in-Aids:

Area D

\$ 1,000 Falkland Sunday Morner's (flooring)

Area E

\$1,000 Shuswap Amateur Radio Club (repeater site repairs)

Area F

\$10,000 Friday Night Music Society (summer concert series)

\$500 Shuswap Amateur Radio Club (repeater site repairs)

\$2,500 North Shuswap School PAC (school team jerseys)

Area G

\$500 Shuswap Amateur Radio Club (repeater site repairs)

\$2,500 Carlin Hall Community Association (supplemental operating expenses)

CARRIED

9.3 **All Electoral Areas: Electoral Areas Park Master Plan Updates – Community Works Fund Request**

Report from Fiona Barton, Manager, Community Services, dated December 17, 2024. Request for use of Community Works Funds monies to update the 7 electoral area parks master plans.

2025-0109

Moved By Director Cathcart

Seconded By Director Trumbley

THAT: the Board waive Policy F-3 with respect to the allocation of 2024 Community Works funds and allocate the first \$700,000 towards the development and updating of Electoral Area Park Master Plans and the balance of the funds in accordance with policy.

Discussion on the motion:

Directors expressed concerns about the project cost and did not support the motion. Directors requested that the topic be added to the February Electoral Area Directors' Committee meeting and that staff provide an option that is more palatable with costs spread over several years.

CAO suggested the Board defeat the motion and staff would revisit the report and bring a more fulsome proposal to the Board after meeting with the Electoral Area Directors' Committee.

DEFEATED (12-0)

The Board recessed the meeting at 10:36 AM and the meeting resumed at 10:40 AM.

11. **Delegations & Guest Speakers**

11.1 **Interior Health Authority**

Presentation by:

Chris Simms, Executive Director Clinical Operations: North Okanagan & Emergency Services Network

Alicia Ponich, Director Clinical Operations: Shuswap Lake General Hospital

Angela Szabo, Director, Clinical Operations: North Okanagan Community

Megan Thorne, Director Clinical Operations: Mental Health & Substance Use

Darren Klassen, Director Clinical Operations: Primary Care & Public Health

Julie Davenport, Director Clinical Operations: Long-Term Care & Allied Health

Late Agenda - presenter names and presentation slides added.

9. Business By Area

9.4 Electoral Area C: Eagle Bay Community Park – Reserve Fund Request

Report from Fiona Barton, Manager, Community Services, dated December 20, 2024. Request for use of Reserve Funds monies to complete park construction at Eagle Bay Community Park.

2025-0110

Moved By Director Gibbons

Seconded By Director Simpson

THAT: the Board approve the use of up to \$88,000.00 from the Electoral Area C Parks Capital Reserve Fund monies to complete landscape construction of the Eagle Bay Community Hall Park.

CARRIED

9.5 Electoral Area F: Scotch Creek Lee Creek Fire Hall Contract Award

Report from Sean Coubrough, Manager, Protective Services (Regional Fire Chief), dated December 19, 2024. Awarding the contract for the rebuilding of the Scotch Creek Lee Creek Fire Hall.

Post Agenda - staff report added.

2025-0111

Moved By Director Simpson

Seconded By Director Gibbons

THAT: the Board endorse the authorized signatories to enter into an agreement with Liberty Contract Management for the construction of the Scotch Creek Lee Creek Fire Hall with a construction completion date of August 2026, in the amount of \$3,309,834.76, this 16th day of January, 2025.

CARRIED

10. Administration Bylaws

10.1 Electoral Area G: Sorrento Waterworks Local Service Area Amendment Bylaw No. 5888, 2024

Board gave first, second, and third reading to this bylaw at the [November 21, 2024 Regular Board Meeting](#).

2025-0112

Moved By Alternate Director Smith

Seconded By Director Martin

THAT: Sorrento Waterworks Local Service Area Amendment Bylaw No. 5888, 2024 be adopted, this 16th day of January, 2025.

CARRIED

10.2 Public Notice Bylaw No. 5893, 2025

Report from Crystal Robichaud, Deputy Corporate Officer, dated December 23, 2024. Bylaw to provide an alternative means of publishing a notice.

Late Agenda - typographical correction "BL4001-7 DS Procedures Bylaw Amendment.pdf"

2025-0113

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: "Public Notice Bylaw No. 5893, 2025" be read a first, second and third time, this 16th day of January, 2025.

Discussion on the motion:

Directors discussed notification challenges loss of circulated newspapers in some electoral areas. The Board asked staff to prepare a communications policy to provide a framework for when supplementary non-statutory print ads should be considered.

CARRIED

2025-0114

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: "Public Notice Bylaw No. 5893, 2025" be adopted, this 16th day of January 2025.

CARRIED

2025-0115

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: "Development Services Procedures Bylaw No. 4001-7" be read a first, second and third time, this 16th day of January 2025.

CARRIED

2025-0116

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: “Development Services Procedures Bylaw No. 4001-7” be adopted, this 16th day of January 2025.

CARRIED

2025-0117

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: “Electoral Area E Official Community Plan Bylaw No. 840-06” be read a first, second and third time, this 16th day of January 2025.

CARRIED

2025-0118

Moved By Director Gibbons

Seconded By Director Cathcart

THAT: “Electoral Area E Official Community Plan Bylaw No. 840-06” be adopted, this 16th day of January 2025.

CARRIED

10.3 CSRD – Security Issuing Bylaw No. 9112, 2025

Report from Jodi Pierce, General Manager, Financial Services dated December 4, 2024. Long-term borrowing for Scotch Creek Water System.

2025-0119

Moved By Director Simpson

Seconded By Director Gibbons

THAT: “Security Issuing Bylaw No. 9112, 2025” be read a first, second, and third time, this 16th day of January, 2025.

CARRIED

2025-0120

Moved By Director Simpson

Seconded By Director Gibbons

THAT: “Security Issuing Bylaw No. 9112, 2025” be adopted, this 16th day of January, 2025.

CARRIED

12. Public Question & Answer Period

Click to view the [Public Question Period Guidelines](#).

There were no questions from the public.

15. ALR Applications

15.1 Electoral Area F: ALR Exclusion Application No. LC2612F

Report from Laura Gibson, Planner II, dated December 17, 2024.
PIDs 008-596-051 and 008-596-042, Lee Creek

Late Agenda - presentation slides added.

2025-0121

Moved By Director Simpson

Seconded By Director Brooks-Hill

THAT: CSRD ALR Exclusion Application No. 2612F, for Block A of North East ¼ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District and Block A of North West ¼ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District proceed to Stage 3 of CSRD ALR Exclusion Policy P-24, by submitting the ALR Exclusion application to the Provincial Agricultural Land Commission with a recommendation of approval, this 16th day of January 2025.

Discussion on the motion:

The Board asked staff to prepare a letter to the ALC requesting the ALC expedite the approval process for ALR Exclusion Application No. LC2612F.

CARRIED

13. CLOSED (In Camera)

2025-0122

Moved By Director Trumbley

Seconded By Director Anderson

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to one or more of the following:

(c) labour relations or other employee relations;

AND THAT: the Board close this portion of the meeting to the public and move to into the Closed Session of the meeting.

Director Simpson was not present for the vote to move to the Closed session.

CARRIED

The Board moved to the Closed session at 11:59 AM.

The Regular (Open) meeting resumed at 1:00 PM and Municipal Directors Oszust, Lavery, Anderson and Alternate Director Stapenhurst left the meeting at this time.

14. Development Services Business General

None.

16. Development Services Business by Area

16.1 Electoral Area G: Temporary Use Permit No. 725-02

Report from Laura Gibson, Planner II, dated December 18, 2024.
638 Caouette Road, Sorrento

Late Agenda - document attached "TUP725-02_Public Submissions_2025-01-14_redacted.pdf".

2025-0123

Moved By Alternate Director Smith

Seconded By Director Simpson

THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 725-02 for Lot 4 Section 19 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District Plan 30746, be authorized for issuance this 16th day of January, 2025, for the temporary use of the existing secondary dwelling unit attached to the single detached dwelling (lower floor of single detached dwelling) as a short term rental, with issuance subject to the applicant fulfilling the following conditions:

- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act, protecting an area on the subject property for a backup septic field area for the secondary dwelling unit;
- Submitting proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to issuance of the Temporary Use Permit.

Discussion on the motion:

Director Gibbons made a request to have a future discussion regarding the TUP application process.

CARRIED

17. Planning Bylaws

17.1 Electoral Area E: Electoral Area E Official Community Plan Amendment Bylaw No. 840-05 and Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-10.

Report from Jan Thingsted, Planner III, December 18, 2024.
1795 Cambie-Solsqua Road, Solsqua

2025-0124

Moved By Director Simpson
Seconded By Director Martin

THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered “Electoral Area E Official Community Plan Amendment Bylaw No. 840-05” in conjunction with the Columbia Shuswap Regional District’s Financial Plan and Waste Management Plan.

CARRIED

2025-0125

Moved By Director Simpson
Seconded By Director Martin

THAT: “Electoral Area E Official Community Plan Amendment Bylaw No. 840-05” be read a second time this 16th day of January, 2025.

CARRIED

2025-0126

Moved By Director Simpson
Seconded By Director Martin

THAT: “Electoral Area E Zoning Amendment Bylaw No. 841-10” be read a second time this 16th day of January, 2025.

CARRIED

2025-0127

Moved By Director Simpson
Seconded By Director Martin

THAT: a public hearing to hear representations regarding “Electoral Area E Official Community Plan Amendment Bylaw No. 840-05” and “Electoral Area E Zoning Amendment Bylaw No. 841-10” be held at a public venue in Electoral Area E being that in which the land concerned is located;

AND THAT: notice of the public hearing be given by staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;

AND FURTHER THAT: the holding of the public hearing be delegated to Director Rhona Martin, as Director of Electoral Area E being that in which the land concerned is located, or Alternate Director Constance Ladell, if Director Martin is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

CARRIED

17.2 Electoral Area C: Electoral Area C Official Community Plan Amendment Bylaw No. 725-23 and South Shuswap Zoning Amendment Bylaw No. 701-105.

Report from Ken Gobeil, Senior Planner, dated December 20, 2024.
3650 Eagle Bay Rd, Eagle Bay

2025-0128

Moved By Director Gibbons

Seconded By Director Simpson

THAT: the Board deny second reading for "Electoral Area C Official Community Plan Amendment Bylaw No. 725-23".

Discussion on the motion:

Director Gibbons provided rationale to the Board to deny second reading of the bylaws. Director Gibbons advised that there was not community support for the development and expressed the community concerns with the proposal.

CARRIED

2025-0129

Moved By Director Gibbons

Seconded By Director Simpson

THAT: the Board deny second reading for "South Shuswap Zoning Amendment Bylaw No. 701-105 as amended".

CARRIED

18. Release of Closed Session Resolutions

None.

19. Next Board Meeting

Thursday, February 20, 2025 at 9:30 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

20. Adjournment

2025-0130

Moved By Director Simpson

Seconded By Director Gibbons

THAT: the Regular Board meeting be adjourned.

CARRIED

1:24 PM

CORPORATE OFFICER

CHAIR



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
 T: 250-832-8194 | F: 250-832-3375 | TF: 1-888-248-2773 | www.csr.bc.ca

January 23, 2025

Sent via Email: kim.grout@gov.bc.ca; jennifer.dyson@gov.bc.ca

Good Day:

Re: Request to Expedite Application Process (ALC Application ID 102325, CSRD File LC2612D)

On behalf of the Columbia Shuswap Regional District (CSRD) Board of Directors, this letter presents a motion from the January 16, 2025 Regular Board Meeting which received unanimous approval.

THAT: CSRD ALR Exclusion Application No. 2612F, for Block A of North East $\frac{1}{4}$ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District and Block A of North West $\frac{1}{4}$ of Section 31 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District proceed to Stage 3 of CSRD ALR Exclusion Policy P-24, by submitting the ALR Exclusion application to the Provincial Agricultural Land Commission with a recommendation of approval, this 16th day of January 2025.

The Directors also requested, due to extraordinary circumstances, that a letter be sent to the Agricultural Land Commission (ALC) respectfully asking the ALC to prioritize and expedite two Agricultural Land Reserve (ALR) Exclusion Applications: No. LC2612F, PIDs 008-596-051 and 008-596-042, Lee Creek.

It is understood that land use change applications require time, however, the Directors emphasize the urgent need to rebuild homes for displaced families, with this request driven by empathy and compassion, recognizing the significant human impact of the circumstances.

The Bush Creek East wildfire in summer 2023 destroyed eight of the dwellings that formerly existed on the properties. Five dwellings remain on the east property and two remain on the west property. The ALC will not allow the owners to rebuild the dwellings that were lost to the wildfire as the current ALC regulations only allow for one primary dwelling and one secondary dwelling per parcel. The properties were included into the ALR in 1981 following a request made by the property owners. The owners are now seeking an ALR Exclusion to facilitate rebuilding their dwellings.

Our community is actively engaged in wildfire mitigation efforts and rebuilding the community to restore what was lost. We believe that expediting the application process will complement these efforts and aid in our region's recovery.

Your consideration of this urgent matter is greatly appreciated. We look forward to your timely response.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:

Kevin Flynn
 Vice Chair, CSRD

ELECTORAL AREAS

A GOLDEN-COLUMBIA
 B REVELSTOKE-COLUMBIA

C EAGLE BAY-WHITE LAKE-TAPPEN
 D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
 F NORTH SHUSWAP-SEYMOUR ARM
 G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

GOLDEN
 REVELSTOKE

SALMON ARM
 SICAMOUS



January 28, 2025

The Honourable Ravi Parmar
Minister of Forests
Via email: FOR.Minister@gov.bc.ca

Dear Minister Parmar:

RE: Cooperative Community Wildfire Response Program

The Regional District of Central Kootenay (RDCK) wishes to express our concerns regarding the recent changes to the Cooperative Community Wildfire Response (CCWR) program. The revised program represents a substantial shift of responsibilities from the Province to local governments, imposing expectations that are both operationally and structurally misaligned with our emergency management framework.

The RDCK Emergency Management program operates as a regional service, encompassing 9 municipalities and 11 electoral areas, with a small and efficient team. Our mandate spans the four pillars of emergency management: mitigation, preparedness, response, and recovery. Incorporating the CCWR program, as currently outlined, would require significant administrative oversight and operational capacity—neither of which we have the ability to absorb without jeopardizing our existing responsibilities.

The CCWR program, as described in the program materials and emails from the BC Wildfire Service, is limited in scope to support activities such as expediting resources, mopping-up, and patrolling to prevent flare-ups. However, many community members eager to form CCWR groups misunderstand these limitations, believing the program enables direct fire attack. These expectations place local governments in the difficult position of managing and correcting community assumptions, which strains relationships between residents and local authorities. Also, while the CCWR program is presented as "optional," the misalignment between community expectations and the CCWR program will only further strain the relationship between residents and local government when it comes to emergency management and wildfire response.

We are also concerned with how the CCWR program was introduced. The consultation process with emergency management practitioners was very limited, focusing instead on select elected officials. Further complicating matters, communications about the program were directed primarily to FireSmart staff, even though the program's scope does not align with FireSmart principles or practices. These oversights in consultation and communication have created confusion and hindered the effective dissemination of accurate program information.

Funding for the CCWR program through the UBCM Community Resiliency Investment (CRI) grant stream further exacerbates the issue. The blending of FireSmart initiatives with emergency response and wildfire suppression blurs critical distinctions and risks diluting the effectiveness of each program area.

The RDCK also faces challenges related to equity in program delivery. As designed, the CCWR program is intended for areas outside of fire protection zones which constitute only a fraction of our regional district area. This would require the establishment of new service(s) to operate the CCWR program or if adopted by the RDCK without the creation of new service(s) will mean the CCWR program is operating under an existing service with the majority of service participants outside of an area supported by the CCWR program. This creates an imbalance where the majority of participants would be funding a program from which they derive no direct benefit – a clear misalignment with the regional district model under which we operate.

Feedback from the *Argenta Safety and Preparedness Society (ASAP)*, the only 2024 CCWR pilot group in the RDCK, and deployed in 2024 under BCWS, further highlights the challenges with the new model. Key concerns raised include:

- The critical importance of rapid response and local knowledge for effective wildfire mitigation, which is undermined by adding the RDCK as an administrative intermediary.
- The erosion of direct relationships between local CCWR groups and BCWS Zone and Fire Centre staff, which have been instrumental to past successes.
- The operational burden placed on regional districts to manage volunteer brigades, including training, equipment, and oversight, which exceeds the capacity of many local governments.
- The loss of flexibility and efficiency in wildfire response, as demonstrated by the Argenta brigade's ability to act quickly and effectively due to their direct collaboration with BCWS.

The RDCK urges the Province to reconsider the implementation of the CCWR program and how it aligns to jurisdictional responsibilities for wildfire fighting outside fire protection zones, which is under BCWS. This should inform which agency should assume responsibility for direct funding, training, PPE, and ensuring operational readiness of the CCWR groups. The realignment we propose would help address the misalignment of funding mechanisms to better support distinct program objectives and preserve a direct relationships and oversight between BCWS and CCWR groups to maintain the agility and effectiveness of wildfire response efforts. This direct relationship would also help ensure program scope clarity to community groups and prevent unrealistic expectations during CCWR activations.

We value the Province's commitment to wildfire response and preparedness and are eager to work collaboratively to develop practical solutions that enhance community resilience without overburdening local governments. We urge your office to engage in open dialogue and seek adjustments that reflect the operational realities and capacities of regional districts like ours.

Thank you for considering these concerns. We look forward to engaging in further dialogue to address these issues and strengthen our collective response to wildfires.

Sincerely,



Aimee Watson
Board Chair, Regional District of Central Kootenay

cc:

- Hon. Brittney Anderson, Minister of State for Local Governments and Rural Communities
- Hon. Kelly Greene, Minister of Emergency Management and Climate Readiness
- Hon. Steve Morissette, MLA Kootenay-Monashee
- Cliff Chapman, Director of Operations, BC Wildfire Service
- Kaitlin Baskerville, Provincial Operations Manager of Preparedness BCWS
- President Mandewo, UBCM
- Regional Districts

February 13, 2025

Via email

SILGA Member Municipalities

Dear SILGA Members:

Re: Support for Resolution

I am writing on behalf of the Town of Oliver Council, requesting favorable consideration and resolutions of support for the proposed SILGA Resolution for the Province to work with Crown Grant Airport owners to update the list of Ancillary Uses in the Land Use Operational Policy at the upcoming SILGA Convention, in advance of the UBCM Convention this fall.

At the January 27, 2025, Town of Oliver Regular Open Council Meeting and at the January 23, 2025 RDOS Board Meeting, the following resolution was approved:

WHEREAS Airports located on Crown Land have Crown Grants from the Province of BC to operate and must adhere to the ancillary airport uses listed in the Land Use Operational Policy;

AND WHEREAS the list of airport uses is restrictive and limited to what's considered necessary for the viable operation and management of a public airport;

AND WHEREAS capital renewal and operational costs for Crown Grant Airports continue to increase and are far outpacing the revenue generating opportunities from ancillary land use leases;

AND WHEREAS the Socio-Economic impacts from Crown Grant Airports is significant for local municipalities and the surrounding area;

NOW THEREFORE BE IT RESOLVED that UBCM ask the Province to work with Crown Grant Airport owners to update the list of Ancillary Uses in the Land Use Operational Policy to allow for increased revenue generating opportunities to improve the economic viability of Crown Grant Airports.

We look forward to and appreciate your support on this matter.

Sincerely,



Martin Johansen
Mayor

cc. Council



District of Sicamous Development Corporation
2 - 217 Finlayson St, PO Box 40
Sicamous, BC V0E 2V0
T: 250 517 7641
F: 250 836 4314



February 3, 2025

Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm, BC V1E 4P1

Dear Members of the Columbia Shuswap Regional District Board

Re: Request for Letter of Support – District of Sicamous Development Corporation MRDT 5yr Renewal Application

The District of Sicamous Development Corporation (DOSDC) is in the process of submitting its Municipal and Regional District Tax (MRDT) 5-Year Renewal Application to support the continued growth of tourism and economic development in our region. As part of this process, we are reaching out to key partners for letters of support to demonstrate regional alignment and collaboration. With our close proximity to Area E, we regularly include promotions and marketing to support the tourism industry and experiences in Area E on social media, the exploresicamous.ca website and our popular annual Visitor Experience Guide.

We kindly request a Letter of Support from the Columbia Shuswap Regional District Board to accompany our MRDT Renewal Application. Your support would highlight the shared commitment to promoting sustainable tourism and enhancing the vibrancy of our communities.

If you require any additional information or details to assist with preparing the letter, please do not hesitate to contact me at c.procyshyn@dosdc.ca or by phone at 250.517.7641.

Thank you for considering this request. We greatly appreciate your ongoing support in our shared efforts to strengthen the region's tourism industry.

Respectfully submitted on behalf of the DOSDC Board.

Sincerely,

A handwritten signature in black ink that reads "Carly Procyshyn". The signature is written in a cursive, flowing style.

Carly Procyshyn, Tourism & Economic Development Manager
District of Sicamous Development Corporation
e: c.procyshyn@dosdc.ca
p: 250.517.7641



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
 T: 250-832-8194 | F: 250-832-3375 | TF: 1-888-248-2773 | www.csrld.bc.ca

February 20, 2025

Carly Procyshyn, Tourism & Economic Development Manager
 District of Sicamous Development Corporation
 2 - 217 Finlayson St, PO Box 40
 Sicamous, BC V0E 2V0

Dear Ms. Procyshyn:

Re: Letter of Support for the District of Sicamous Development Corporation MRDT Application

The Columbia Shuswap Regional District (CSRD) Board of Directors support the District of Sicamous Development Corporation in their Municipal and Regional District Tax (MRDT) Renewal Application to support the continued growth of tourism and economic development in the region.

The CSRD Board recognizes that participation in the MRDT program demonstrates the District of Sicamous Development Corporation's commitment to strengthening destination marketing and attracting more visitors to the area. Their participation highlights the dedication to promoting sustainable tourism and economic development practices and enriching the vitality of our local communities.

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
 Per:

 Natalya Melnychuk
 Board Chair

ELECTORAL AREAS

A GOLDEN-COLUMBIA
 B REVELSTOKE-COLUMBIA

C EAGLE BAY-WHITE LAKE-TAPPEN
 D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA
 F NORTH SHUSWAP-SEYMOUR ARM
 G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

GOLDEN
 REVELSTOKE

SALMON ARM
 SICAMOUS



REGULAR COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Regular meeting.

Date: January 23, 2025
 Time: 3:30 PM - 4:30 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	M. Gibbons^ (Chair) D. Trumbley^ R. Martin^* J. Simpson^ (Vice Chair) N. Melnychuk^* C. Anderson^	Electoral Area C Director Electoral Area D Director Electoral Area E Director Electoral Area F Director Electoral Area G Director District of Sicamous Director
Staff In Attendance	J. MacLean^ J. Sham^ J. Pierce^ J. Freund^	Chief Administrative Officer General Manager, Corporate Services (Corporate Officer) General Manager, Financial Services (Chief Financial Officer) Legislative Clerk/Executive Assistant

^attended electronically *attended a portion of the meeting

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
 Article 29

1. Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent.

3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.

2. Call to Order

The Chair called the meeting to order at 3:31 PM.

3. Adoption of Agenda

Moved By Director Trumbley
Seconded By Director Anderson

THAT: the Shuswap Economic Development/Tourism Participant Review Committee meeting agenda be adopted.

CARRIED

4. Minutes

4.1 Adoption of Minutes

Moved By Director Simpson
Seconded By Director Anderson

THAT: the minutes attached to the Shuswap Economic Development/Tourism Participant Review Committee meeting agenda be adopted.

CARRIED

Director Melnychuk and Director Martin joined the meeting at 3:33 PM.

4.2 Business Arising from the Minutes

None.

5. Closed

Moved By Director Trumbley
Seconded By Director Anderson

THAT: pursuant to Section 90(1) of the Community Charter, the subject matter being considered relates to one or more of the following:

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

AND THAT: the Committee close this portion of the meeting to the public and move to into the Closed Session of the meeting.

CARRIED

The Committee moved to the Closed session at 3:35 PM.

The Regular Open Meeting Resumed at 4:41 PM

6. Date of Next Meeting

To be determined.

7. Adjournment

Moved By Director Trumbley

Seconded By Director Melnychuk

THAT: the Shuswap Economic Development/Tourism Participant Review Committee meeting be adjourned.

CARRIED

4:41 PM

CORPORATE OFFICER

CHAIR



ELECTORAL AREA A LOCAL ADVISORY COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Electoral Area A Local Advisory Committee meeting.

Date: November 26, 2024
 Time: 6:00 PM
 Location: Golden Civic Centre
 806 10th Ave S, Golden

Committee Members Present D. Darbyshire (Chair)
 D. Whiting*
 M. Cantle
 D. Murphy
 F. Brissette^
 R. Pullen

Committee Members Absent C. Chapman
 T. Blencowe

Staff In Attendance	K. Cathcart B. Van Nostrand^* F. Barton^*	Electoral Area A Director General Manager, Environmental and Utility Services Manager, Community Services *attended a portion of the meeting
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^electronic participation

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act

Article 21:

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.

2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

2. Call to Order

As C. Chapman (Chair) was absent D. Darbyshire agreed to Chair the meeting, with the agreement of all members.

The Chair called the meeting to order at 6:03 PM.

3. Adoption of Agenda

Moved By M. Cantle

Seconded By D. Darbyshire

THAT: the Electoral Area A Local Advisory Committee meeting agenda be adopted as amended.

CARRIED

D. Whiting arrives and agrees to become meeting Chair.

4. Meeting Minutes

4.1 Adoption of Minutes

Moved By D. Darbyshire

Seconded by R. Pullen

THAT: the minutes attached to the Electoral Area A Local Advisory Committee meeting be adopted.

CARRIED

5. Delegations

5.1 Canyon to Confluence Initiative

Larry Sparks, Project Manager, and Brace Lee of the Canyon to Confluence Initiative spoke on the progress of the project.

The project team is collaborating with the Town of Golden and Economic Development to create a vision using a conversation platform and other communication tools.

6. Director's Report

Director Cathcart introduced two new members, F. Brisette and D. Murphy, to the Committee.

Director Cathcart spoke of the Neighbourhood Emergency Program (NEP) efforts in the region. She attended a meeting at Parson where program champions were identified and a plan for further education was prepared. The next gathering is on December 1 from 1:00 - 3:00 PM.

Mayor Oszust presented in person to share the Golden Municipal Swimming Pool plan. The current pool is over 45 years old and exceeded its operational lifespan. The Town of Golden had some preliminary assessments conducted to determine short and long term costs. The estimate (Class D) was \$9.8 to 12 million. Council acknowledged that this is beyond the town's resources and has scheduled a focused discussion on the pool on December 2, 2024. M. Cattle, a retired architect, strongly recommended that fixing aging infrastructure is not an effective use of any taxpayer money. It was presented that future financial needs for the pool need to include the full cost in requests to the rate payers with the assurance that the actual amount borrowed may be reduced through potential grants and donations received.

Director Cathcart proposed 2025 Area A LAC meetings to be held January 28, March 25, May 27, June 24, September 29, and November 25. There were no objections.

7. Staff Reports

7.1 Area A Parks Update

Fiona Barton Manager, Community Services presented online by Teams.

Manager Barton discussed her team's experience touring the Area A facilities and parks indicating there are multiple items of maintenance to complete. Also discussed was a park location proposed west of Nicholson. Manager Barton acknowledged she is aware of the trail project from Golden to Nicholson. The drafting of a Parks Master Plan for the 7 CSRD Areas is underway.

7.2 Environmental and Utility Services Update

Ben Van Nostrand, General Manager, Environmental and Utility Services presented online by Teams.

The Mosquito Control program had varying success in 2024. Early in the year, it was dry and there were very low mosquito populations. Just after the Dogtooth fire a significant rainfall stimulated the populations. Due to the fire fighting activities, there were very limited opportunities to use mosquito control. The contractor received only one call reporting mosquito problems throughout the entire summer. Other solutions, besides chemistry, are being investigated. Drones may be used in the future.

New operators have been hired to operate the front end of the Golden Landfill site. Despite initial challenges, General Manager Van Nostrand is optimistic the difficulties have been resolved. The existing contractor will continue to manage back-of-house operations in the same manner as

before November 1, 2024. Compliance with Provincial Government inspections has been challenging and will improve. A solid waste management plan to replace the current landfill when it is full is being drafted.

The hydrology study for the Donald area has been completed in scope and presented to the Board of Directors but there are many unanswered questions. Different options were suggested to build a better data base. A plan to move forward needs to be presented by the staff and approved by the Board of Directors.

8. Next Meeting

Tuesday, January 28, 2025 at 6:00 PM.
Golden Civic Centre, Conference Room, 806 10th Ave S, Golden BC

9. Adjournment

Moved By M. Cantle
Seconded By D. Darbyshire

THAT: the Electoral Area A Local Advisory Committee meeting be adjourned.

CARRIED

7:45 PM

CORPORATE OFFICER

CHAIR

NORTH OKANAGAN/COLUMBIA SHUSWAP REGIONAL HOSPITAL DISTRICT

Minutes of a Regular meeting of the North Okanagan/Columbia Shuswap Regional Hospital District Board.

**Note: The following minutes are subject to correction when endorsed by the Board at the
next Regular meeting.**

Date: January 21, 2025
Time: 10:00 AM
Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Directors Present	D. Brooks-Hill^	Area B, CSRD
	M. Gibbons^*	Area C, CSRD
	R. Martin*	Area E, CSRD
	J. Smith	Alternate Electoral Area G Director
	T. Stapenhurst^	Alternate Director, City of Revelstoke
	C. Anderson^	Sicamous, CSRD
	K. Flynn (Vice Chair)	Salmon Arm, CSRD
	T. Lavery^	Salmon Arm, CSRD
	B. Fleming^	Area B, RDNO
	A. Shatzko^	Area C, RDNO
	R. Fairbairn	Area D, RDNO
	A. Hopkins	Area F, RDNO
	S. Fowler^	Armstrong, RDNO
	R. Hoyte^	Coldstream, RDNO
	B. Schreiner^	Enderby, RDNO
	K. Acton (Chair)	Lumby, RDNO
	V. Cumming	Vernon, RDNO
	K. Fehr^	Vernon, RDNO
	K. Gares^	Vernon, RDNO
	A. Mund^	Vernon, RDNO

Directors Absent	D. Trumbley	Area D, CSRD
	N. Melnychuk	Area G, CSRD
	G. Sulz	Revelstoke, CSRD
	J. Johnson	Area E, RDNO
	C. Fraser	Spallumcheen, RDNO

Staff In Attendance	J. MacLean	Chief Administrative Officer
	J. Sham	General Manager, Corporate Services (Corporate Officer)
	J. Pierce	General Manager, Financial Services (Chief Financial Officer)
	J. Freund	Legislative Clerk/Executive Assistant

^ electronic participation

*attended a portion of the meeting

1. Land Acknowledgement

We acknowledge that we are meeting in service to the North Okanagan Columbia Shuswap Regional Hospital District on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 28:

1. Indigenous peoples have the right to redress, by means that can include restitution or, when this is not possible, just, fair and equitable compensation, for the lands, territories and resources which they have traditionally owned or otherwise occupied or used, and which have been confiscated, taken, occupied, used or damaged without their free, prior and informed consent.
2. Unless otherwise freely agreed upon by the peoples concerned, compensation shall take the form of lands, territories and resources equal in quality, size and legal status or of monetary compensation or other appropriate redress.

2. Call to Order by the Corporate Officer

The Corporate Officer called the meeting to order at 10:01 AM.

3. Election of Chair and Vice Chair

3.1 Election of Chair

The Corporate Officer called for nominations for the position of Chair for 2025. Director Cumming nominated Director Acton. Director Acton consented to the nomination. After calling three times for nominations and hearing no further nominations for the position of Chair, the Corporate Officer declared Director Acton as Chair of the North Okanagan Columbia Shuswap Regional Hospital District for 2025 by acclamation.

3.2 Election of Vice Chair

The Corporate Officer called for nominations for the position of Vice Chair for 2025. Chair Acton nominated Director Flynn. Director Acton consented to the nomination. After calling three times for nominations and hearing no further nominations for the position of Vice Chair, the Corporate Officer declared Director Flynn as Vice Chair of the North Okanagan Columbia Shuswap Regional Hospital District for 2025 by acclamation.

3.3 Chair's Remarks

4. Adoption of Agenda

HD 2025-01-01

Moved By Director Fairbairn

Seconded By Director Hopkins

THAT: the North Okanagan/Columbia Shuswap Regional Hospital District Board meeting agenda be adopted.

CARRIED

5. Minutes

5.1 Adoption of Minutes

Late Agenda - November 28, 2024 meeting minutes added.

HD 2025-01-02

Moved By Director Hopkins

Seconded By Director Flynn

THAT: the minutes attached to the North Okanagan/Columbia Shuswap Regional Hospital District Board agenda be adopted.

CARRIED

5.2 Business Arising from the Minutes

None.

6. Delegations

Interior Health Authority, Dan Goughnour, Corporate Director Business Operations presented in person and Chris Simms, Executive Director Clinical Operations, North Okanagan participated electronically.

Director Martin entered the meeting at 10:04 AM.

Director Gibbons joined electronically at 10:04 AM.

Interior Health (IH) Armstrong noted that the larger size of the chiller/cooling tower at Pleasant Valley Manor precipitated the need to relocate the chilling and cooling tower to another location, so this construction component was not included in original plan. IH explained that dryer air is better from an infection control perspective and the water cooling supports water conservation.

The IH-wide digital health upgrade to Network and Technology Infrastructure includes items such as additional servers for Kelowna and additional storage capacity in the Kelowna and Kamloops data centres, support plans for data recovery in a catastrophic event, supporting migration and better long term system stability. These upgrades will provide better patient safety, increase sites with access to patient records, standardize systems in the ER, and provide access in UPCC, among many other benefits.

Interior Health indicated that their plan is to bring a more fulsome update to Board at the next meeting.

It was noted that there are no equipment requests over \$100 000.

VJG Inpatient Psychiatric Unit Business Centre has completed a refresh of the clinical services plan, the schematic work plan report is being finalized, and the business plan is on track with original timelines. IH will provide an update in June to the Regional Hospital District (RHD) board, with the final approval submitted to IH Board in July, and it is anticipated it will be submitted to the Ministry around October 2025.

SLGH Perioperative Redevelopment Business Case a rough plan was submitted to the Ministry. The RHD board will get updated with incorporated feedback and changes from new Ministry and Minister. No changes will be made before presenting details to the RHD Board.

Discussion:

A director had a question on HVAC systems, where some places have gone to modular heating systems, so there are very few traditional boilers operating until there are extreme cold conditions. The series of smaller machines is more economical for operating costs. Interior Health (IH) will consult with the technical team and bring back details. IH has gas reduction targets, and this is a priority in new infrastructure.

IH indicated the staff duress system is complimentary to the voice communication system, but the voice system does not have an alert function to trigger an alarm at the central security station if staff. This system will be for the Emergency

Department, but all higher risk areas are being assessed. IH will inquire if an event is recorded so information is available after and follow up with directors.

HD 2025-01-03

Moved By Director Martin

Seconded By Director Hopkins

THAT: the Board receive the presentation from Interior Health attached to the North Okanagan/Columbia Shuswap Regional Hospital District Board meeting agenda.

CARRIED

7. Correspondence

HD 2025-01-04

Moved By Director Cumming

Seconded By Director Fairbairn

THAT: the Board receive the correspondence attached to the North Okanagan/Columbia Shuswap Regional Hospital District Board meeting agenda.

CARRIED

HD 2025-01-05

Moved By Director Cumming

Seconded By Director Hopkins

THAT: the North Okanagan/Columbia Shuswap Regional Hospital District Board of Directors write a letter thanking the Ministry of Health for the educational component of their response received on December 13, 2024 and encourage the Ministry to reply to the question asked in our letter.

CARRIED

7.1 Interior Health Authority (December 16, 2024)

Capital Funding Requests for the 2025/2026 Fiscal Year.

7.2 BDO Audit Planning Report for the Year Ending December 31, 2024

7.3 Ministry of Health Response to Letters

Response letter from Ministry of Health regarding letters sent by the North Okanagan Columbia Shuswap Regional Hospital District Board regarding primary care facilities sent:

[NOCSRHD Meeting - March 28, 2024](#)

NOCSRHD Meeting - November 28, 2024

8. Reports

8.1 2025 Five Year Financial Plan

Report presented in person by Jodi Pierce, General Manager, Financial Services, dated January 10, 2025.

Discussion:

General Manager Pierce noted that she looks to taxation increases and recommends borrowing when a tax increase would be unmanageable in terms of cost of living and CPI. She also commented that there is no policy specific to the RHD, but she has been using low risk investments as permitted within the Local Government Act and through the Municipal Finance Authority (MFA). The Hospital District also holds safer GICs. She has not looked to longer higher risk as in the past, the RHD has been subject to significant fluctuations in taxes.

HD 2025-01-06

Moved By Director Martin

Seconded By Director Flynn

THAT: the Board approve a 1.9 % tax increase for the 2025 tax year.

CARRIED

9. Bylaws

None.

10. Date of Next Meeting

March 25, 2025 at 10:00 AM.

CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm

11. Adjournment

HD 2025-01-07

Moved By Director Hopkins

Seconded By Director Martin

THAT: the North Okanagan Columbia Shuswap Regional Hospital District Board meeting be adjourned.

CARRIED

10:54 AM

CORPORATE OFFICER

CHAIR



SOLID WASTE MANAGEMENT PUBLIC AND TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Solid Waste Management Public and Technical Advisory Committee meeting.

Date: October 9, 2024
 Time: 1:00 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Committee Members Present	B. Fairclough B. Hunchak C. Fennell C. Cochran J. Taylor J. Wilson J. Mills M. Manson N. Weston R. Putney	Public Member (Shuswap) Public Member (Revelstoke) Recycle BC Town of Golden Public Member (Sicamous) City of Salmon Arm City of Salmon Arm City of Revelstoke Community Futures Revelstoke Seldom Silent
Committee Members Absent	A. Scales C. Dorward D. Symboluk J. Peterson L. Baer S. Andrews	Public Member (Shuswap) Cheap Garbage District of Sicamous VP Waste Public Member (Golden) Skwlāx te Secwepemcúlecw
Staff in Attendance	B. Van Nostrand (Chair) M. Birse J. Freund	General Manager, Environmental and Utility Services Manager, Environmental Services Legislative Clerk/Executive Assistant

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act

Article 16

1. Indigenous peoples have the right to establish their own media in their own languages and to have access to all forms of non-indigenous media without discrimination.

2. States shall take effective measures to ensure that State-owned media duly reflect indigenous cultural diversity. States, without prejudice to ensuring full freedom of expression, should encourage privately owned media to adequately reflect indigenous cultural diversity.

2. Call to Order

The Chair called the meeting to order at 1:01 PM.

3. Adoption of Agenda

Moved By R. Putney

Seconded By J. Mills

THAT: the Solid Waste Management Public and Technical Advisory Committee meeting agenda be adopted.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

June 27, 2024 meeting minutes attached to Late Agenda.

Moved By B. Fairclough

Seconded By J. Mills

THAT: the minutes attached to the Solid Waste Management Public and Technical Advisory Committee meeting agenda be adopted.

CARRIED

4.2 Business Arising from the Minutes

5. Plan Update Process

Update provided by Veronica Bartlett, M.Sc., Senior Solid Waste Planner, Stantec.

Update provided by Veronica Bartlett, M.Sc., Senior Solid Waste Planner, and Alex Velsink, MNRM, Environmental Planner, from Stantec Consulting who both attended the meeting in person.

General Manager, Environmental and Utility Services (GM EUS) expressed concern about the limited effectiveness of ongoing public education efforts over the years and noted that enforcement was time consuming and resource

intensive. To achieve a balanced approach combining both education and enforcement strategies, additional staff would need to be hired to support increased education and enforcement.

Redesigning the traffic flow of the landfills to ensure public access to designated areas for recycling before proceeding to the landfill section was proposed.

The Province committed to exploring the feasibility of including Industrial, Commercial and Institutional recycling into the Recycling Regulation, but the report has not come out yet. It was noted that Recycle BC would follow the regulations and policy when available.

GM EUS suggested moving Recycle BC off the list in Strategy 7 as the CSRD was negotiating longer term agreements with Recycle BC, who will be increasing funding for the 18 depots operated by the CSRD in 2025. The cost savings would be used to cover costs of program delivery, such as the increased labour and contractor costs associated with operating hazardous waste depots.

The CSRD continues to encourage the province to introduce a recycle mattress stewardship program, as currently the CSRD is paying to ship mattresses to facilities where they are recycled. Provincial stewardship programs allow the CSRD to create programs for unregulated recyclables and put pressure on the producers to be more accountable for materials they introduce into marketplace.

GM EUS would like to review current landfill hours of operation, with a goal to provide consistent levels of service across the CSRD. Furthermore, there would be a need to expand existing transfer station services to accommodate the number of diversion programs currently being offered by the CSRD. Consolidation of services may also be required.

6. Review From Last Meeting

Summary provided by Veronica Bartlett, M.Sc., Senior Solid Waste Planner, and Alex Velsink, MNRM, Environmental Planner, from Stantec Consulting.

7. Overview - Preferred Strategies for PTAC Review

Presented by Veronica Bartlett, M.Sc., Senior Solid Waste Planner, Stantec.

8. Group Discussions on Strategies, Actions and Priorities

Small group discussions resulted in the following priorities:

- Wildlife interlinks with curbside collection concerns could be addressed through regulations when items for collection were put at the curb.
- Space allocation bylaw would need to be developed within member municipalities waste disposal practices.
- Enforcement and education.
- Urban versus rural perspectives, practices, and practicalities need to be taken into consideration.

- The idea to explore pooled resource opportunities between municipalities and CSRD to run education campaigns.
- Potential for expanding landfill hours to open earlier.

9. Next Steps

Online survey would be sent out to attendees to capture any additional ideas that were not express in the meeting.

10. Next Meeting

To be determined.

11. Adjournment

Moved By C. Fennell

Seconded By B. Fairclough

THAT: the Solid Waste Management Public and Technical Advisory Committee meeting be adjourned.

CARRIED

4:09 PM

CORPORATE OFFICER

CHAIR



ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Electoral Area Directors' Committee meeting.

Date: November 26, 2024
Time: 9:30 AM
Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	K. Cathcart^ D. Brooks-Hill^ (Vice Chair) M. McCormick D. Trumbley^ R. Martin (Chair) J. Simpson N. Melnychuk^	Electoral Area A Director Electoral Area B Director Alternate Electoral Area C Director Electoral Area D Director Electoral Area E Director Electoral Area F Director Electoral Area G Director
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Directors Absent	M. Gibbons	Electoral Area C Director
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Staff in Attendance	J. MacLean J. Sham J. Freund M. Herbert*	Chief Administrative Officer General Manager, Corporate Services (Corporate Officer) Legislative Clerk/Executive Assistant Manager, Building and Bylaw
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^attended electronically

*attended a portion of the meeting

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and

grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act

Article 20

1. Indigenous peoples have the right to maintain and develop their political, economic and social systems or institutions, to be secure in the enjoyment of their own means of subsistence and development, and to engage freely in all their traditional and other economic activities.

2. Indigenous peoples deprived of their means of subsistence and development are entitled to just and fair redress.

2. Call to Order

The Chair called the meeting to order at 9:36 AM.

3. Adoption of Agenda

Moved By Director Melnychuk

Seconded By Director Simpson

THAT: the Electoral Area Directors' Committee meeting agenda be adopted.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

Moved By Director Simpson

Seconded By Director Melnychuk

THAT: the minutes attached to the Electoral Area Directors' Committee meeting agenda be adopted.

CARRIED

5. Delegations and Guest Speakers

5.1 RCMP Services in the CSRD Region

Post Agenda - Additional presentation added.

Sergeant Simon Scott, Salmon Arm RCMP Detachment presented in person.

The Salmon Arm detachment will announce a new detachment commander prior to the end of 2024.

CSRD Directors receive inquiries from residents who are uncertain whether to contact a CSRD bylaw officer or the RCMP. Providing Directors with information to effectively communicate with residents about staffing issues, address complaints, with consideration to the unique characteristics of non-urban areas, would be valuable.

The Salmon Arm RCMP detachment generally treats noise complaints as a lower priority. When responding, the officers may educate, issue a violation ticket, or a CSRD bylaw ticket. Sgt. Scott will provide details on the origin of the noise complaints to compare with data from the Manager, Building and Bylaw Services, who received noise complaints related to short-term rentals over the summer.

Residents are pleased with the communication and engagement of the RCMP and Reservist members at community events throughout the CSRD.

Staff Sergeant Chris Dodds, Revelstoke RCMP Detachment presented in person.

Error noted in the three-year average of the provincial area breakdown in presentation.

Members are aware of fines and bylaws. Approximately 700 residents live in the detachment area within CSRD boundaries with the bulk of the population is in Revelstoke. The BC Highway Patrol is highly active with a significant focus on combating impaired driving.

The Area B Director found the weekly RCMP update that was previously published in the local paper was a valuable resource, and it would be appreciated if the newspaper considered reinstating it.

The Revelstoke RCMP detachment has 16 staff, two of whom are provincially funded. Seven of 12 constables are in place, along with four Non-commissioned Officers (NCO); there are five open positions.

Housing affordability in the Revelstoke area is an issue. Sgt. Dodds is working with the City of Revelstoke on housing options for incoming RCMP. The City has been gracious in providing short term rental space and RCMP are also working with the Revelstoke Housing Society to secure a couple of residences for members to rent when construction is complete. They are also studying other models, such as Whistler, for subsidized housing.

RCMP members highlighted the strong relationships with local schools through school liaisons and members actively participate in events, presentations, reading to students, etc.

Depending on the overlap of First Nations communities with RCMP detachment boundaries, engagement levels differ. In Revelstoke there is no established reserve community so there are no First Nations policing assets, but they have liaised with different bands in area. Salmon Arm RCMP have a good relationship with bands in the area and are in constant communication. Members receive training through federal government initiatives to support reconciliation.

Sergeant Mike Wilson, Golden-Field RCMP presented by phone.

The Golden-Field RCMP detachment is Provincially funded, with General Duty investigators and BCHP based out of the detachment.

While staffing levels the team is making a concerted effort to maintain efficiency and prioritize key tasks. Focus is on serious call investigations, youth outreach, and community outreach. These initiatives are yielding positive outcomes as young people in schools and communities are benefiting from RCMP liaison officer presence. These officers are actively engaged in school and youth events, such as attending schools, hockey games, and skate parks regularly. A Métis officer serves as a high school liaison, fostering Indigenous engagement through community outreach.

Corporal Ryan Wiedenman, Chase RCMP Detachment presented by phone.

Chase RCMP is a ten-member detachment, with nine members Provincially funded; there is one Indigenous Police Service (IPS) member. A Staff Sergeant will be announced shortly.

Three bands in the area include Neskonlith, Skwłāx, and Adams Lake. The IPS member provides enhanced policing to Neskonlith. The detachment works with band councils to provide improved services and emergency services, even without a Community Tripartite Agreement (CTA) with Adams Lake.

The Chase Detachment has a full complement of Constables and an open position for Sergeant. The members cover a vast area, which also involves using a boat equipped with night navigation to ensure coverage over water bodies. No BCHP is based out of the detachment, highway support comes from Kamloops.

The EAD meeting recessed at 11:02 AM and resumed at 11:08 AM.

6. Reports by Staff

None.

7.1 Canada Community Building Fund - Community Works Fund

Late agenda - Canada Community Building Fund - Community Works Fund discussion added.

Background Information

The revised Canada Community Building - Community Works Fund (CWF) has new rules. Details are still being released. UBCM administers the funds and is also trying to understand the revisions.

Discussion on listing community assets as local government assets, even if not owned by the CSRD, to be able to benefit from the CWF. CAO noted these facilities and assets must be identified assets important to CSRD (essential services to residents) in the form of a formal plan. The CSRD has taken the approach to advocate for the update of the recreation master plan to capture the importance of these amenities. Once the facilities are listed as important community assets then the CSRD will need to support those organizations in developing their own asset management plans. It will be important to provide strong communication on the new CWF rules and the requirement for asset management as part of the recreation strategy to access CWF funding.

The Board will have further discussion on a Recreation Master Plan, with the understanding if the community wants to have recreation amenities in their electoral area to support strategic goals as a current focus, the services must be addressed and built into the Terms of Reference.

Director Melnychuk left the meeting at 11:35 AM and participated by phone.

CAO noted that the parks plan will not include facilities, it would be undertaken as a service to do a capital analysis, which is already underway through gas tax funds. The focus would be on amenities such as marine parks, playgrounds, skating rinks, and trails owned and managed by the CSRD.

Directors commented that the lack of third party ability to assist is a problem and correspondence to UBCM and/or federal and provincial departments (and request other organizations to send a letter of support) would be needed.

Moved By Director Simpson
Seconded By Director Melnychuk

THAT: the Committee recommend the Board write a letter to UBCM expressing the concerns of Electoral Area Directors regarding the changes to the Community Works Fund eligibility and acknowledging the important role of third parties in services and much needed infrastructure in rural communities;

AND THAT: this topic be included as an agenda item at the EA Forum;

AND FURTHER THAT: the letter be copied to regional districts.

CARRIED

8. Adjournment

Moved By Director Simpson
Seconded By Director Trumbley

THAT: the Electoral Area Directors' Committee meeting be adjourned.

CARRIED

12:04 PM

CORPORATE OFFICER

CHAIR



SEP EXECUTIVE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the SEP Executive at the next meeting.

Date: December 3, 2024
 Time: 10:00 AM - 12:00 PM
 Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	M. Gibbons	Electoral Area C Director
	R. Martin (Vice Chair)	Electoral Area E Director
	J. Simpson	Electoral Area F Director
	N. Melnychuk	Electoral Area G Director
	A. Harrison (Chair)	City of Salmon Arm, Mayor
	K. Flynn	City of Salmon Arm Director
	C. Anderson	District of Sicamous Director
Directors Absent	D. Trumbley	Electoral Area D Director
Staff In Attendance	S. Coubrough	Manager, Protective Services and Regional Fire Chief
	T. Hansen	Emergency Program Coordinator
	C. Semchuk	Emergency Program Coordinator
	T. Hughes	Communications Coordinator
	J. Freund	Legislative Clerk/Executive Assistant
	S. Hodge	Administrative Assistant I
	M. Herbert*	Manager, Building and Bylaw Services

*Attended part of the meeting

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act

Article 23:

Indigenous peoples have the right to determine and develop priorities and strategies for exercising their right to development. In particular, indigenous peoples have the right to be actively involved in developing and determining

health, housing and other economic and social programmes affecting them and, as far as possible, to administer such programmes through their own institutions.

2. Call to Order

The Chair called the meeting to order at 10:02 AM.

3. Adoption of Agenda

Moved By Director Melnychuk
Seconded By Director Gibbons

THAT: the Shuswap Emergency Program Executive Committee meeting agenda be adopted as amended. Added Items 5.2 - Discussion on Search and Rescue (SARS) and 5.3 - Governance Documentation.

CARRIED

4. Meeting Minutes

4.1 Adoption of Minutes

Moved By Director Martin
Seconded By Director Simpson

That: the minutes attached to the Shuswap Emergency Program Executive Committee meeting agenda be adopted.

CARRIED

4.2 Business Arising from the Minutes

None.

5. Staff Report

5.1 SEP Executive Committee Meeting Update December 3, 2024

Clarification that Shuswap Emergency Program (SEP) is separate from Revelstoke and Area Emergency Program (RAEMP) and Golden and Area Emergency Program (GAEMP) and the role as a Committee is to oversee SEP. SEP provides advice, guidance and assistance to RAEMP and GAEMP when requested. The CSRD Board oversees all three entities.

The After Action Review (AAR) recommendations will be shared with the Committee.

The Committee would like to see a formalized communication protocol request added to the Board agenda to determine parameters around communication as the Board oversees RAEMP and GAEMP and the SEP Executive Committee.

Communications Coordinator to report data on Alertable subscribers to the Committee. Metrics on local vs not local subscribers is not available.

Director Melnychuk had an early evacuation warning system discussion with (former) Minister Ma at UBCM. Staff hope to see continued movement with the newly elected government. Feedback from UBCM is that the next step of communication would be forthcoming. Staff will provide an update at the next meeting if available.

Emergency Support Services staff acknowledged the desire for Directors to attend the recognition event.

In response to a question on staff time required for the Neighbourhood Emergency Programs, Manager, Protective Services indicated staff are working at capacity for grants along with regular job responsibilities. If there is a further increase to the workload, then increases to staff and budget will be required to support the additional work.

The Evacuation Planning documents, which are currently intended for use by the EOC, have been recently completed by the consultant. A public facing version of evacuation information is scheduled to be released in 2025.

5.2 Search and Rescue (SAR)

Moved By Director Melnychuk
Seconded By Director Gibbons

THAT: the Committee recommend the Board direct staff to invite Search and Rescue agencies from across the CSRD region to a future Regular Board meeting for an informational presentation on the services they provide.

AND THAT: the Committee recommend the Board to direct staff to investigate which SAR committees receive funds from the CSRD for operational costs and provide information for the Board.

CARRIED

5.3 Governance Documentation

Moved By Director Gibbons
Seconded By Director Flynn

THAT: the SEP Executive Committee make a recommendation to the CSRD Board that appropriate documents are created for the SEP Executive to have clarity on responsibilities and protocol as a policy committee.

CARRIED

Discussion on the motion:

Directors noted that the SEP Executive Committee relies on bylaw wording and there are no terms of reference on the SEP or CSRD websites. This could also be an opportunity for RAEMP and GAEMP to

provide terms of reference. The Committee would like an agenda item at a future meeting to discuss best practices from other areas.

The Committee also requested that the Director's homepage contain all policies and procedures, be public facing, and contain all SEP information in one location.

6. Next Meeting

Tuesday, April 8, 2025 at 10:00 AM.
CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

7. Adjournment

Moved By Director Gibbons

Seconded By Director Flynn

THAT: the Shuswap Emergency Program Executive Committee meeting be adjourned.

CARRIED

11:52 AM

CORPORATE OFFICER

CHAIR

From: [Director Brooks-Hill](#)
To: [Jennifer Sham](#); [Jodi Pierce](#)
Cc: [CorpAdmin](#)
Subject: Re: Inland Ferry Resolution
Date: February 6, 2025 8:11:36 PM

Hello,

Thanks for this. Looks great to me.

Regards,

David Brooks-Hill

Electoral Area B Director

Columbia Shuswap Regional District

C: 250.463.2071

E: dbrooks-hill@csrd.bc.ca | **W:** www.csrd.bc.ca

From: Jennifer Sham <jsham@csrd.bc.ca>
Sent: Thursday, February 6, 2025 8:09:15 PM
To: Director Brooks-Hill <DBrooks-Hill@csrd.bc.ca>; Jodi Pierce <JPierce@csrd.bc.ca>
Cc: CorpAdmin <corpadmin@csrd.bc.ca>
Subject: RE: Inland Ferry Resolution

Good evening,

Yes, I'll add this to the February Board agenda for discussion. The deadline for SILGA resolutions is February 21, 2025 so if passed, we'll be sure to quickly forward the resolution to SILGA.

Taking exactly what the Harrop Procter Ferry Committee wrote, this is what the SILGA resolution will look like:

Whereas, Inland Ferries provide historically critical infrastructure to the communities served, equivalent to roads, highways and bridges;

Whereas Inland Ferry services are essential services whose costs are funded by a portion of the taxes on sales of gasoline and diesel;

Therefore, be it resolved that all Inland Ferries are entitled to the same legal status as roads, highways and bridges, that all remain toll-free, and that the regular schedule of each Inland Ferry (whether on-demand or set schedule) be deemed the minimum necessary to protect the health, safety and welfare of the communities served.

Please let me know if you'd like to change any part of the original resolution.

Jennifer Sham RPP MCIP

General Manager, Corporate Services (Corporate Officer)

Columbia Shuswap Regional District

From: Director Brooks-Hill <DBrooks-Hill@csrd.bc.ca>
Sent: February 6, 2025 5:07 PM
To: Jennifer Sham <jsham@csrd.bc.ca>; Jodi Pierce <JPierce@csrd.bc.ca>

Subject: Fw: Inland Ferry Resolution

Hello,

I received the message below requesting that the resolution attached be put forward to SILGA and UBCM. I support this. Could we put it on the next Board meeting agenda for a vote?

Thanks,

David Brooks-Hill

Electoral Area B Director

Columbia Shuswap Regional District

C: 250.463.2071

E: dbrooks-hill@csrd.bc.ca | **W:** www.csrd.bc.ca

From: [REDACTED]

Sent: Thursday, February 6, 2025 8:47:37 AM

To: Director Brooks-Hill <DBrooks-Hill@csrd.bc.ca>

Subject: Inland Ferry Resolution

Feb. 5, 2025

Dear Director Brooks Hill

Re: Inland Ferries Resolution

We write on behalf of the Harrop Procter Ferry Committee Society (HPFCS) and the Glade Ferry Committee (GFC) to request support for a resolution protecting the essential service levels of Inland Ferries, which function as highways and bridges for the communities served.

As you may know, there is presently a labour dispute between Western Pacific Marine (WPM) and the BCGEU which has resulted in severe disruptions to the Kootenay Lake Ferry and potential disruptions to the Glade and Harrop cable ferries. Our communities have stayed neutral in this labour dispute.

We believe that only a provincial legislative solution will protect the health, safety and welfare of the communities served by the Inland Ferries in the long term.

To this end, we enclose a fact sheet which contains a proposed resolution. Through the good offices of our Area Directors, this resolution will be put before the next meeting of the Regional District of Central Kootenays (RDCK), to be submitted as a resolution at the next meeting of the Association of the Kootenay Boundary of Local Governments (AKBLG) April 25th – 27th, 2025. If passed by the AKBLG, we are requesting that it be submitted to the UBCM at their next meeting in Fall, 2025.

As an Area Director that includes a population served by an Inland Ferry, we ask that you submit a similar resolution to your Regional District to be approved and forwarded to SILGA for submission to the UBCM.

We thank you for your consideration of the enclosed resolution, and look forward to answering any questions you may have.

[Redacted signature block]

Support for Communities Served by Inland Ferries

Overview

- Inland ferries have served rural British Columbians for at least 100 years
- 14 inland ferries: 5 cable ferries, 5 reaction ferries, 4 free floating*
- Almost all serve isolated, rural communities with few services; for most, the ferry is the only way to access employment, social and medical services, and to receive deliveries of goods and services of all types
- All are toll free
- Most run on demand throughout the day and night, some operate on a schedule
- The majority of crossings cover short distances and take only 5 minutes
- More than 2 million British Columbians were passengers and more than 1.3 million vehicles were carried on Inland Ferries in 2023 alone

Objectives

- That Inland Ferries be recognized for what they are: essential services critical to the lives and livelihoods of the rural communities served;
- That Inland Ferries be subject to the same legal protections as roads, highways and bridges;
- That the regular schedule of each Inland Ferry be deemed the minimum schedule necessary to protect the health, safety and welfare of the communities served; and
- That all Inland Ferries remain toll-free.

Proposed Resolution in Support of Inland Ferries

Whereas, Inland Ferries provide historically critical infrastructure to the communities served, equivalent to roads, highways and bridges;

Whereas Inland Ferry services are essential services whose costs are funded by a portion of the taxes on sales of gasoline and diesel;

Therefore, be it resolved that all Inland Ferries are entitled to the same legal status as roads, highways and bridges, that all remain toll-free, and that the regular schedule of each Inland Ferry (whether on-demand or set schedule) be deemed the minimum necessary to protect the health, safety and welfare of the communities served.

Prepared by the Harrop Procter Ferry Committee Society - 2/2025

* Source: <https://www2.gov.bc.ca/gov/content/transportation/passenger-travel/water-travel/inland-ferries>



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area B & Revelstoke: EOF Application – Revelstoke/Area B – Community Economic Development Initiatives
- DESCRIPTION:** Report from Jodi Pierce, General Manager, Financial Services, dated February 4, 2025. Funding requests for consideration.
- RECOMMENDATION #1:** THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amount from the Revelstoke and Area B Economic Opportunity Fund:
 \$8,000 to the Revelstoke Chamber of Commerce to support the Revelstoke Business Retention & Expansion (BR&E) Data Collection and Implementation Project.
Corporate Vote Weighted
- RECOMMENDATION #2:** THAT: with the concurrence of the City of Revelstoke and the Electoral Area B Director, the Board approve the following amount from the Revelstoke and Area B Economic Opportunity Fund:
 \$150,000 to the City of Revelstoke Chamber of Commerce for the 2024/2025 Shuttle Service, inclusive of contingency,
Corporate Vote Weighted

SUMMARY:

Information relating to this Economic Opportunity Fund (EOF) request is attached and is supported by the Electoral Area B Director. The Revelstoke Chamber of Commerce supports sustainable economic growth, fosters workforce retention and attraction, and ensures the post-pandemic recovery and resilience of local businesses. The organization emphasizes collaboration, innovation, and community engagement as central to its mission.

The attached Council Report provided by the Director of Community Economic Development for the City of Revelstoke identifies how the funding will provide an ongoing economic benefit.

BACKGROUND:

N/A

POLICY:

This request meets the criteria for support in relation to [CSR D Policy F-29, BC Hydro Payments -in-Lieu of Taxes](#) funding assistance to stimulate economic development within the Revelstoke/Area B area.

FINANCIAL:

The approximate balance of the Revelstoke/Area B EOF (less commitments) as of December 31, 2024 was \$306,000. The 2025 distribution is unknown and therefore not included in the approximate balance.

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

Upon Board and City of Revelstoke approval, EOF funds will be made available as required by the City of Revelstoke and the Revelstoke Chamber of Commerce.

COMMUNICATIONS:

The City of Revelstoke and the Director of Community Economic Development for the City will be advised of the Board's decision.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_FIN Revelstoke Area B EOF Request.docx
Attachments:	- CORP - CSRD- Recommendations - 2025-01-29.pdf - CED-CSRD EOF Request 2025-01-28 RPT.pdf
Final Approval Date:	Feb 11, 2025

This report and all of its attachments were approved and signed as outlined below:



Jennifer Sham



John MacLean



City of Revelstoke

P.O. Box 170, Revelstoke, British Columbia V0E 2S0
revelstoke.ca

January 29th, 2025

0110-01

Jodi Pierce, Director of Finance
Columbia Shuswap Regional District
Box 978
SALMON ARM, BC V1E 4P1

Email: jpierce@csrd.bc.ca

Dear Ms. Pierce:

Re: City of Revelstoke – Economic Opportunity Fund Application

During the Regular Council Meeting held January 28th, 2025, Revelstoke City Council passed the following resolution to support the allocation of Columbia Shuswap Regional District Economic Opportunity Fund as follows:

THAT a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$8,000 from the Economic Opportunity Fund to the Revelstoke Chamber of Commerce (RCoC) for the completion of a Business Retention and Expansion (BRE) study.

Please find attached, the Director of Community Economic Development's Council Report dated January 28th, 2025 for your information.

Should you have any questions please contact Ryan Watmough, Director of Community Economic Development, at 250-805-2000.

Sincerely,

Cindy Floyd
Corporate Officer

:jd
Enc.

cc: J. Sham, Corporate Officer
J. MacLean, CSRD Chief Administrative Officer
Ryan Watmough, Director of Community Economic Development

DEVELOPMENT
SERVICES

(250) 837-3637
development@revelstoke.ca

PUBLIC WORKS

(250) 837-2001
works@revelstoke.ca

FINANCE

(250) 837-2161
finance@revelstoke.ca

FIRE RESCUE
SERVICES

(250) 837-2884
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PARKS, RECREATION
& CULTURE

(250) 837-9351
prc@revelstoke.ca

CORPORATE
ADMINISTRATION

(250) 837-2911
admin@revelstoke.ca

COMMUNITY
ECONOMIC DEVELOPMENT

(250) 837-5345
ced@revelstoke.ca



City of Revelstoke

P.O. Box 170, Revelstoke, British Columbia V0E 2S0
revelstoke.ca

January 29th, 2025

0110-01

Jodi Pierce, Director of Finance
Columbia Shuswap Regional District
Box 978
SALMON ARM, BC V1E 4P1
Email: jpierce@csrd.bc.ca

Dear Ms. Pierce:

Re: City of Revelstoke – Economic Opportunity Fund Application

During the Regular Council Meeting held January 28th, 2025, Revelstoke City Council passed the following resolution to support the allocation of Columbia Shuswap Regional District Economic Opportunity Fund as follows:

THAT a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$150,000 from the Economic Opportunity Fund to the 2024/25 Shuttle Service, inclusive of contingency funding.

Please find attached, the Director of Community Economic Development's Council Report dated January 28th, 2025 for your information.

Should you have any questions please contact Ryan Watmough, Director of Community Economic Development, at 250-805-2000.

Sincerely,

Cindy Floyd
Corporate Officer

:jd
Enc.

cc: J. Sham, Corporate Officer
J. MacLean, CSRD Chief Administrative Officer
Ryan Watmough, Director of Community Economic Development

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fire@revelstoke.ca

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prc@revelstoke.ca

CORPORATE
ADMINISTRATION

(250) 837-2911
admin@revelstoke.ca

COMMUNITY
ECONOMIC DEVELOPMENT

(250) 837-5345
ced@revelstoke.ca



City of Revelstoke

Council Report

File No.: 4710-01

To: His Worship Gary Sulz and Members of City Council
From: Ryan Watmough, Director of Community Economic Development
Date: January 28, 2025
Subject: Request for Economic Opportunity Funds (EOF) to support project initiatives in the Columbia Shuswap Regional District (CSRD)

RECOMMENDATIONS:

1. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$8,000 from the Economic Opportunity Fund to the Revelstoke Chamber of Commerce (RCoC) for the completion of a Business Retention and Expansion (BRE) study.
2. **THAT** a recommendation be made to the Columbia Shuswap Regional District Board (CSRD) to allocate \$150,000 from the Economic Opportunity Fund to the 2024/25 Shuttle Service, inclusive of contingency funding.

Background:

The Columbia Shuswap Regional District Policy F-29 ([linked](#)) outlines the apportionment of the BC Hydro Grants in lieu of taxes (PILT), 20% of which is apportioned to Revelstoke and Area B through the Economic Opportunity Fund (EOF).

These funds are intended to compensate communities affected by BC Hydro's dams and reservoirs, supporting economic opportunities in impacted regions like Revelstoke and CSRD Area B.

As Revelstoke continues to evolve into a thriving year-round destination, leveraging EOF for strategic projects is critical. These funds enable sustainable growth, help offset costs for taxpayers, and foster regional economic opportunities. Recent EOF allocations have been instrumental in advancing community economic development goals.



City of Revelstoke

Council Report

Discussion:

Community Economic Development (CED) proposes utilizing EOF funds for two critical initiatives:

1) Revelstoke Chamber of Commerce for the Business Retention & Expansion Data Collection and Implementation Project (Attached: Appendix B)

The Revelstoke Business Retention & Expansion (BR&E) Data Collection and Implementation Project, led by the Revelstoke Chamber of Commerce (Appendix B), will collect vital data to address workforce challenges, enhance economic opportunities, and foster sustainable growth in Revelstoke and CSRD Area B. The EOF request is for \$8,000.

Key Benefits:

- **Economic Resilience:** Foster stronger alignment between business needs and strategic initiatives.
- **Workforce Development:** Identify solutions for hiring and retention challenges.
- **Community Collaboration:** Strengthen ties between local stakeholders to promote shared prosperity.

This project complements funding secured from the Economic Trust of Southern Interior BC (ETSI-BC) and other partners, including Tourism Revelstoke. Letters of support have been provided for this project by the City of Revelstoke, Indigenous Friendship Society, and key business leaders.

2) Allocation of EOF funding to Shuttle Service 2024/2025

EOF funding of **\$120,000** is required to maintain current shuttle service levels, with an additional **\$30,000 contingency** recommended due to the following:

- **Aging Fleet:** Increased repair and maintenance costs.
- **Amalgamation Delay:** Integration with BC Transit remains incomplete, creating ongoing uncertainty.

The shuttle service connects residents, workers, and visitors, supporting economic growth by providing accessible transportation while reducing traffic congestion and environmental impact. Without \$150,000 in EOF support, service levels may be compromised, necessitating reliance on general taxation.

CED has reviewed the applications and considers the activities to be in alignment with the Economic Development Strategy and recommends the applications to Council for their approval.



City of Revelstoke

Council Report

Options:

1. **Approve the Requests:** Support these allocations to sustain essential community services and advance economic development.
2. **Decline the Requests:** This may result in the Chamber's BRE study having a reduced scope. And this may result in Shuttle service reductions, or additional strain on general funds.

Financial Implications:

The requested EOF funds are external to the City's taxation budget, reducing the financial burden on local taxpayers. The shuttle service agreement was extended for another year (2024-2025) resulting in \$120,000 in committed EOF for the base operating services. An additional \$30,000 is being requested as a contingency for the aging fleet.

These applications are deemed eligible for EOF funding by CSRD staff.

Others Consulted:

Director of Columbia Shuswap Regional District Area B, David Brooks-Hill
City Management Team

Attachments:

Linked Attachment 1 - [Columbia Shuswap Regional District Policy F-29](#)

Linked Attachment 2 - [Revelstoke Chamber of Commerce Application](#)

Linked Attachment 3 - [EOF Allocations – December 31, 2024](#)

Respectfully submitted,

Ryan Watmough
Director of Community Economic Development

Evan Parliament
Chief Administrative Officer



BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Areas B, D, E and F: Grant-in-Aids

DESCRIPTION: Report from Jodi Pierce, General Manager, Financial Services, dated February 3, 2025. Funding requests for consideration.

RECOMMENDATION: THAT: the Board approve the following allocations from the 2025 Electoral Area Grant-in-Aids:

Area B
\$1,000 Re-fest (community upcycling festival)

Area D
\$ 800 Mallory Ridge Community Trails Society (trail maintenance)

Area E
\$6,500 Swansea Point Community Association (operating costs)

Area F
\$3,500 North Shuswap Chamber of Commerce (winter festival)
\$1,954 North & South Shuswap Community Resources Association (food security program)

Stakeholder Vote Weighted – Electoral Area Directors

BACKGROUND:

N/A

POLICY:

These requests meet the requirements of [Policy F-30](#) Electoral Area Grant-in-Aid Funding, and have been supported by the respective Area Directors. The required source documentation for the applications have been received.

FINANCIAL:

These requests are within the Electoral Area's Grant-in-Aid budget surplus from the [2024-2028 Five Year Financial Plan](#).

KEY ISSUES/CONCEPTS:

N/A

IMPLEMENTATION:

The respective Electoral Director will advise each organization of the Board's decision. The successful organization will be sent a cheque accompanied by a congratulatory letter.

COMMUNICATIONS:

Information on Grant-in-Aid is included within the [CSRD Annual Report](#).

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_FIN_Board Electoral Area Grant in Aids.docx
Attachments:	
Final Approval Date:	Feb 11, 2025

This report and all of its attachments were approved and signed as outlined below:



Jennifer Sham



John MacLean



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area E and District of Sicamous: Sicamous and District Recreation Centre Service Review
- DESCRIPTION:** Report from Jennifer Sham, General Manager, Corporate Services (Corporate Officer), dated February 6, 2025.
- RECOMMENDATION #1:** THAT: the Board appoint [insert Director name] as the Board representative in the Sicamous and District Recreation Centre service review.
Corporate Vote Unweighted Majority
- RECOMMENDATION #2:** THAT: the Board set an initial meeting date of [insert date], 2025 for representatives from the participating service area for the Sicamous and District Recreation Centre service to review the terms and conditions of the service and establish a negotiation process for the issues raised in the service review notice dated December 17, 2024.
Corporate Vote Unweighted Majority

BACKGROUND:

On December 17, 2024, the CSR D, Electoral Area E Director, and the Minister of Housing and Municipal Affairs received a notice from the District of Sicamous requesting a service review for the Sicamous and District Recreation Centre service.

In a response letter dated January 13, 2025, Ravi Kahlon, Minister of Housing and Municipal Affairs acknowledged the formal service review and outlined the next steps in the service review process.

POLICY:

[Local Government Act](#) (LGA) Sections 355-357

FINANCIAL:

The costs associated with this service review are shared by the service participants as part of the service costs (LGA s.356). Expenses arising from participation in the service review meetings are borne by each electoral area or municipality, as applicable.

The formal notice included a request for an appointed facilitator; however, the Minister has declined that request. Should the participants wish to hire a facilitator, the cost would be included in the service review costs.

KEY ISSUES/CONCEPTS:

The process to initiate a service review, after meeting the criteria under LGA s.357(1), is as follows:

1. Write a formal notice (in accordance with LGA s.357(3)) to the Board, all participants in the service, and the Minister of Housing and Municipal Affairs.

2. The Board must arrange a preliminary meeting of the representatives for the parties within 120 days of that notice.
3. Within 60 days of that preliminary meeting, another meeting to start negotiations must occur.

The parties to this service review are¹:

1. The District of Sicamous as the initiator of the service review;
2. Electoral Area E as a participant in the service; and,
3. The Board.

The representatives for the parties to a service review or service withdrawal are the following²:

1. in the case of a municipal participating area,
 - a. a council member appointed by the council, or
 - b. if no appointment is made, the mayor;
2. in the case of an electoral participating area, the director of the electoral area;
3. in the case of the board,
 - a. a director appointed by the board, or
 - b. if no appointment is made, the chair.

IMPLEMENTATION:

If the Board approves the staff recommendation, CSR staff will make arrangements for the meeting on the agreed upon date.

COMMUNICATIONS:

N/A

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

¹ LGA s. 355(1)

² LGA s. 355(2)

Document Title:	2025-02-20_Board_CS_Service_Review_Sicamous-and-District-Recreation-Centre.docx
Attachments:	- 2024-12-17_Sicamous and District Recreation Centre Request for Statutory Service Review.pdf - 72196 Anderson Signed Final.pdf
Final Approval Date:	Feb 11, 2025

This report and all of its attachments were approved and signed as outlined below:



Jodi Pierce

No Signature found

Derek Sutherland



John MacLean

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



December 17, 2024

Honourable Ravi Kahlon, M.L.A.
Minister of Housing and Municipal Affairs
HOUS.minister@gov.bc.ca

Natalya Melnychuk, Board Chair and Director
Columbia Shuswap Regional District
nmelnychuk@csrd.bc.ca

DELIVERED VIA EMAIL

Re: Request for Statutory Service Review of the Sicamous & District Recreation Centre

Dear Honourable Minister Kahlon and Chair Melnychuk,

Pursuant to Part 10, Division 6, Section 357 of the Local Government Act, the District of Sicamous Council hereby notifies the Columbia Shuswap Regional District Board of our request to initiate a formal review of the management and operations of the Sicamous and District Recreation Centre.

The District of Sicamous has conducted an informal review process with CSRD staff and has attempted to facilitate a meeting with Area E Director Rhona Martin regarding the operations and management of the Sicamous and District Recreation Centre with no positive outcomes. The District of Sicamous Council considers the terms and conditions of participation in the service to be unsatisfactory.

Several concerns have been identified, including the fact that the needs of the community are not being adequately met. There has been poor communication with user groups regarding facility availability and bookings, with inquiries often going unanswered and calls left unreturned. Additionally, there has been a lack of cooperation from the facility manager in addressing the needs of users, and no community engagement between management and the public has occurred. This has resulted in a lack of connection and weak sense of community within the recreation centre.

Furthermore, the Area E Director has not engaged in discussions regarding the operational and management challenges facing the community and facility. Changes

to the facility's operations are often made without consulting District staff or Council, both of whom are key stakeholders in the service. There is also a lack of transparency regarding the financial management of the service, and the allocation policy has been applied inconsistently. Moreover, no opportunity has been provided for review or discussion of potential solutions to these concerns.

The District of Sicamous believes that it is well-positioned and fully qualified to manage and operate the Sicamous and District Recreation Centre. Our organizational structure can support the financial, legislative and recreational staffing needs of the facility, and we have qualified staff with the expertise necessary to provide leadership and operational management. District staff have a deep understanding of the needs of user groups and the broader community, and we believe that, through our recreational programming, the District of Sicamous can better serve the community and the surrounding area. We are confident that, with our leadership, the underutilized recreation centre can be transformed into a facility that meets the needs of all residents.

District of Sicamous staff have undertaken to meet with the user groups and recreational users of the Sicamous and District Recreation Centre to compile a list of concerns and challenges that the user groups have encountered when engaging with the facility management. Further, a comprehensive summary of concerns and recommendations for improving operations has been submitted to CSRD staff for review.

We respectfully request that the CSRD Board initiate a statutory service review at the earliest opportunity and look forward to further discussions on how we can work together to better serve the needs of our community. In addition, the District of Sicamous requests that the Ministry of Housing and Municipal Affairs appoint a facilitator for the purpose of this service review.

Sincerely,

A handwritten signature in black ink, appearing to read 'Colleen Anderson', written in a cursive style.

Mayor Colleen Anderson
DISTRICT OF SICAMOUS

cc. Rhona Martin, CSRD Area E Director
Columbia Shuswap Regional District
rmartin@csrd.bc.ca



January 13, 2025

Reference: 72196

Her Worship Colleen Anderson
Mayor of the District of Sicamous
Box 219, 446 Main Street
Sicamous BC V0E 2V0
Email: canderson@sicamous.ca

Dear Mayor Anderson:

Thank you for your correspondence of December 17, 2024, providing formal notice of your request for a service review with the Columbia Shuswap Regional District (CSRD).

I understand that the CSRD has attempted an informal review of the Sicamous and District Recreation Centre service. I appreciate your interest in reviewing the service in a mutually respectful and beneficial way for all service partners. A review of a regional district service is an opportunity for all partners to take a closer look at their participation in the service.

Under s. 357 of the *Local Government Act* (LGA), a participant may initiate a service review if the participant has been a participant in the service for at least five years; the service has not been subject to a service review that was initiated within the past three years; the establishing bylaw does not include a provision under s. 340(1)(e) of the LGA establishing an alternative review process; and the participant considers the terms and conditions of participation in the service unsatisfactory.

Based on the information that you provided in your correspondence, the requirements for notification of a service review under s.357 of the LGA have been satisfied. As a next step under s. 359(1) of the LGA, the CSRD Board must arrange a preliminary meeting of all party representatives within 120 days of receiving the notice to initiate a service review.

The purpose of the meeting is to review the terms and conditions of the service and establish a negotiation process for the issues raised in the notice, and any other issues raised by a party during the meeting, with a view to reaching agreement on the negotiation process and issues to be addressed in the negotiations.

Page 1 of 2

Her Worship Colleen Anderson
Page 2 of 2

Negotiations to reach agreement on relevant issues are to begin within 60 days of the preliminary meeting.

I note that you have requested the assistance of a facilitator to support the CSRD service review. Although the legislation provides that the minister may appoint a facilitator to monitor service review and withdrawals and to assist the parties on reaching agreement, facilitators are not routinely appointed and financial assistance for service reviews is not generally available.

For complex service reviews where there is a strong rationale and efforts have been made to resolve the matter, the ministry may agree to appoint a facilitator. Due to staff commitments, the ministry has limited capacity to provide direct facilitation/mediation services to local governments. However, ministry staff would be happy to help you find a suitable external facilitator/mediator, if you and the other service partners decide that is something you would like to pursue.

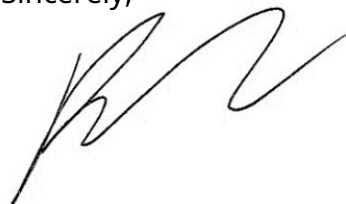
The costs of running the service review process are shared by the service participants as part of the service costs. In addition, participation expenses such as travel, staff time and independent reports are borne by each electoral area or municipality as applicable.

The regional district is responsible for the service review process, and ministry staff are available to answer questions the parties may have about the process.

Please feel free to have CSRD staff contact Lisa Hoskins, Manager, Local Government Intergovernmental Relations and Policy, by telephone at: 236-478-1644, or by email at: Lisa.Hoskins@gov.bc.ca, regarding any process questions.

Thank you again for taking the time to write.

Sincerely,



Ravi Kahlon
Minister of Housing and Municipal Affairs

CC: Natalya Melynychuk, Board Chair and Director, CSRD
Rhona Martin, CSRD Area E Director
Darrell Garceau, CAO District of Sicamous
John McLean, CAO CSRD



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area C: Waive Post-Disaster Construction Requirements for the White Lake Fire Hall Addition
- DESCRIPTION:** Report from Sean Coubrough, Manager, Protective Services (Regional Fire Chief), dated January 27, 2025. Using conventional construction techniques for the addition to the White Lake Fire Hall as opposed to the more stringent post-disaster construction standards.
- RECOMMENDATION:** THAT: the Board waive post-disaster construction standards as required in the 2024 BC Building Code for the construction of additional office space and an apparatus bay to the White Lake Fire Hall.
- Corporate Vote Unweighted Majority*

BACKGROUND:

The White Lake Fire Hall was built in 1975 to the construction standards of the time. An addition to the White Lake Fire Hall is planned for 2025 that will include new office space and an apparatus bay.

The BC Building Code (2024) requires that buildings determined to be necessary for the provision of essential services to the public in the event of a disaster be classified as a post-disaster building. These buildings are required to follow more stringent construction standards to increase their resiliency in the aftermath of natural disasters like earthquakes, floods, and other catastrophic events. Fire halls are considered post-disaster buildings under the BC Building Code (BCBC) unless exempted by the authority having jurisdiction.

There is no rationale for constructing the fire hall addition to post-disaster construction standards when the existing section of the fire hall was constructed in 1975 to conventional building standards. Adherence to post-disaster construction standards will add cost to the project with no benefit to the resiliency of the fire hall considering the original section will be susceptible to catastrophic events, leaving the addition unusable in the event of a structural failure in the original portion of the building. The White Lake region does not experience significant earthquakes or flooding events that would justify the need for the addition to be built to post-disaster construction standards.

POLICY:

BC Building Code (2024) A-1.4.1.2.(1) authorizes the authority having jurisdiction to exempt certain types of buildings or certain parts thereof from being post-disaster construction buildings (1-36 Division A).

FINANCIAL:

Adherence to post-disaster construction standards would significantly increase the costs of this project.

KEY ISSUES/CONCEPTS:

Hazard Risk and Vulnerability Assessment (HRVA) for the area indicates a low risk of earthquakes and flooding.

IMPLEMENTATION:

If the Board agrees with the staff recommendation, staff will instruct the contractor to proceed with the construction of the addition foregoing post-disaster construction requirements.

COMMUNICATIONS:

Outcomes will be reported to UBCM in accordance with the Agreement and information will be included in the CSRD annual report.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_CPS_Waive_Post-Disaster_Constrcution_White_Lake_Fire_Hall_Addidtion.docx
Attachments:	
Final Approval Date:	Feb 11, 2025

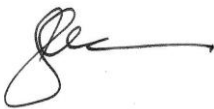
This report and all of its attachments were approved and signed as outlined below:



Derek Sutherland



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

BYLAW NO. 5894, 2025

A bylaw to amend Procedure Bylaw No. 5820, 2020

The Board of the Columbia Shuswap Regional District, in open meeting assembled, hereby enacts as follows:

1. Procedure Bylaw No. 5820, 2020 as amended is further amended as follows:
 - a. Part 1 – Introduction, Definitions, Section 2 is amended by deleting the definition for "Public Notice Posting Place" and replacing it with the following:
 "Public Notice Posting Place" means the notice board located at the Regional District office;"
 - b. Part 2 – Regular Board Meetings, Time and Location of Board Meeting, is amended by deleting Section 27 in its entirety and replacing it with the following:
 "27. Regular meetings of the Board may take place elsewhere in the Regional District by placing a notice, at least 72 hours before the meeting, of the meeting place in accordance with the Public Notice Bylaw."
2. This bylaw may be cited as "Procedure Amendment Bylaw No. 5894, 2025".

READ a first time this _____ day of _____, 2025.

READ a second time this _____ day of _____, 2025.

READ a third time this _____ day of _____, 2025.

ADOPTED this _____ day of _____, 2025.

Corporate Officer

Chair

CERTIFIED a true copy of Bylaw No. 5894, 2025
as adopted.

Corporate Officer



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	CSR D Housing Needs Report – Interim Assessment Update
DESCRIPTION:	Report from Gerald Christie, General Manager, Development Services, dated February 4, 2025. Update to all Electoral Area Housing Needs Assessment reports as required by recent provincial legislation.
RECOMMENDATION:	<p>THAT: the Board receive the Columbia Shuswap Regional District Interim Housing Needs Assessment (January 2025) completed by Urbanics Consultants, this 20th day of February, 2025.</p> <p><i>Corporate Vote Unweighted Majority</i></p>

SUMMARY:

The *CSR D Interim Housing Needs Assessment (January 2025)* is an update to the Housing Needs Reports (HNRs) completed for all Electoral Areas between 2020-2022. Although these reports were not initially provincially mandated to be updated until 2026/27, due to recent provincial housing legislative changes all local governments are now required to complete an Interim Housing Needs Report by January 1, 2025 and to utilize new standardized reporting methods. It is expected that the data and housing projections contained in these reports will inform housing policy and are required to be included in all existing and proposed Official Community Plans (OCPs).

BACKGROUND:

In 2018, the Province of BC enacted legislation which required all local governments to undertake HNRs for their jurisdictions. In 2019, the Province then approved a Housing Needs Reports Regulation to provide guidance to local governments as to the specific requirements necessary to complete HNRs.

Between 2020 and 2022, HNRs were completed for all CSR D Electoral Areas. Provincial regulations at the time required that these reports then be revised within the next five years.

In June 2024, the Province of BC updated the legislative requirements for the HNRs requiring that an Interim Housing Needs Report be completed by January 1, 2025; further, that a 'regular' Housing Needs Report then also be completed by 2028, and that the HNR again be revised every five years thereafter.

HNRs must include detailed population and demographic data, housing type and costs, rental and ownership tenures, cost of living, vacancy rates, etc. towards establishing estimates for the total number of housing units required to meet a 5 and 20 year housing demand horizon in the studied area. An analysis of the "Core Housing Need" and "Extreme Housing Need" must also be provided in a HNR including the number and percentage of households in such need.

"A household is considered to be in core housing need if its housing falls below at least one of the adequacy, affordability or suitability standards and if it would have to spend 30 percent or more of its before-tax income to pay the median rent (including utilities) of appropriately sized alternative local market housing. "Extreme core housing need " has the same meaning as core housing need,

except that the household has shelter costs for housing that are more than 50% of total before-tax household income."

POLICY:

In addition to several pieces of HNR specific legislation and regulations since 2019, the Province also amended Section 473 of the Local Government Act (LGA) to require local governments to consider the data and analysis of a completed Housing Needs Report when developing a new OCP or when amending existing OCP housing policies or mapping designations. These OCP policies must include statements with regard to the approximate amount and location of anticipated residential development including affordable, rental and special needs housing for at least the next five years.

FINANCIAL:

At the February 2024 Board meeting, the Board approved a HNR total project cost of \$30k to be included in the 2024 Special Projects budget; the project is now complete and on budget.

KEY ISSUES/CONCEPTS:

The CSRD Interim Housing Needs Assessment is a comprehensive report which provides baseline data, analysis and housing needs projections for each Electoral Area. Numerous government sources of data were utilized including Census data. However, there are some notable limitations to the data and results. Due to the incongruent timing of this required report with that of the census data, i.e. census 2020-21, means that the data is now three years out of date and the next census is not occurring until 2026/27. With the Covid-19 pandemic also occurring during that last census, and inflationary pressures also occurring since that time, both of which have affected living costs associated with housing, specific economic impacts of these events will therefore not be fully captured in this assessment; however, additional data sources such from Canada Mortgage and Housing Corporation (CMHC) and BC Stats have been used to supplement and aid in the analysis.

Even with the above-noted data limitations there were some trends which became evident in the analysis across the CSRD, including:

- Minor decline in proportion of youth
- Significant increase in proportion of senior citizens
- Falling proportion of working-age residents
- Most Electoral Areas are below the provincial average for Core Housing Need
- All Electoral Areas are below the provincial average for Extreme Core Housing Need
- The CSRD should see a modest average annual population growth rate of 1.39%

5-year and 20-year housing projections based on specific types of housing need is detailed in the report and summarized in the charts below:

5-YEAR

20-YEAR

AREA A	224	658
AREA B	57	182
AREA C	262	782
AREA D	277	820
AREA E	129	414
AREA F	221	640
AREA G	355	1,049
CSRD EA TOTAL	1,525	4,545
ANNUALIZED RATE	305	227
	5-YEAR	20-YEAR
A: EXTREME CORE HOUSING NEED	62.25	249.02
B: HOMELESSNESS	34.87	69.75
C: SUPRESSED HOUSEHOLD FORMATION	187.27	749.08
D: ANTICIPATED HOUSEHOLD GROWTH	1234.19	3453.55
E: RENTAL VACANCY	5.89	23.59
F: DEMAND BUFFER	N/A	N/A
STUDY AREA TOTAL	1,525	4,545

IMPLEMENTATION:

Provincial regulation mandates that the HNR be received by the Board, include assessment details into existing and new OCPs where applicable, and make the report public and freely accessible.

COMMUNICATIONS:

The HNR will be available on the CSRD website with some copies made available as an over the counter document. Social media will also be used to inform the public of the document.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_Housing_Needs_Reports_Update.docx
Attachments:	- CSRD HNR - FINAL (Jan2025).pdf - CSRD HNR Presentation (Urbanics - Feb20-25).pptx
Final Approval Date:	Feb 12, 2025

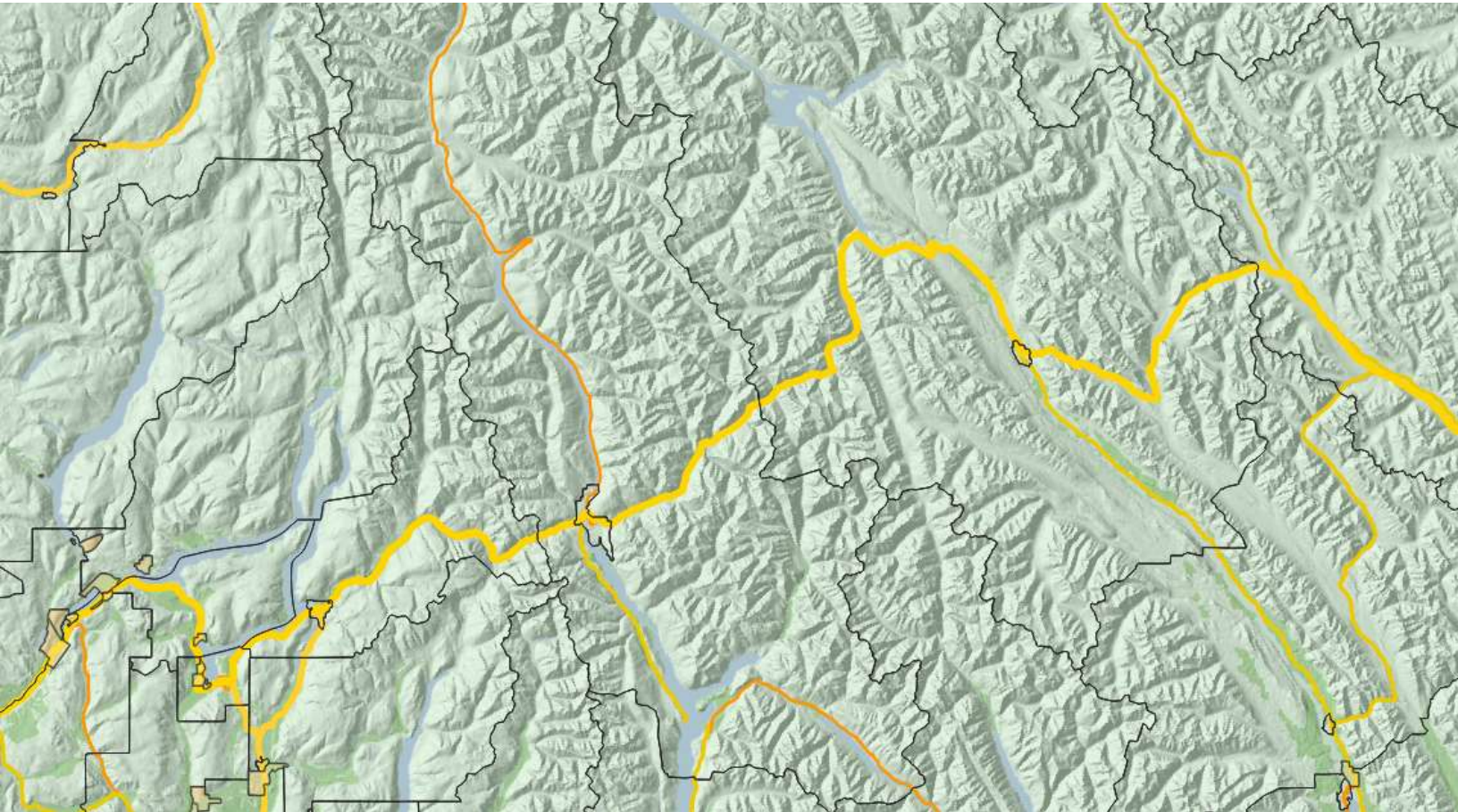
This report and all of its attachments were approved and signed as outlined below:



Jennifer Sham



John MacLean



COLUMBIA SHUSWAP REGIONAL DISTRICT

Interim Housing Needs Assessment

COLUMBIA SHUSWAP REGIONAL DISTRICT

Interim Housing Needs Assessment

British Columbia

Prepared for:

Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm, BC V1E 4P1

Date:

January 2025

Prepared by:

Urbanics Consultants Ltd.
2368-666 Burrard Street
Vancouver, B.C. Canada V6C 2X8

Executive Summary

The Columbia Shuswap Regional District (CSRD) Housing Needs Assessment was prepared by Urbanics Consultants Ltd. to provide an interim housing needs assessment and data update. Housing needs have been assessed for each of the 7 Electoral Areas. This report is intended to meet the requirements of an interim housing needs assessment as well as to provide an update on census data available since 2016. This study does not include CSRD municipalities or first nations.

The study is undertaken with the methodology provided by the Province in the summer of 2024

Key Findings

	5-YEAR	20-YEAR
AREA A	224	658
AREA B	57	182
AREA C	262	782
AREA D	277	820
AREA E	129	414
AREA F	221	640
AREA G	355	1,049
CSRD EA TOTAL	1,525	4,545
ANNUALIZED RATE	305	227

The key findings are the assessed housing needs of each area under study, including housing needed to address deficits in homelessness, households experiencing extreme unaffordability (Extreme Core Housing Need), projected population changes, achieving a healthy rental vacancy rate, as well as a buffering 'demand factor' provided by the province for municipalities. These projections provide a province-wide comparison of housing needs for all regions and municipalities. For the CSRD, the housing needs forecast is for 4,545 units over 20 years (2021 to 2041).

	5-YEAR	20-YEAR
A: EXTREME CORE HOUSING NEED	62.25	249.02
B: HOMELESSNESS	34.87	69.75
C: SUPRESSED HOUSEHOLD FORMATION	187.27	749.08
D: ANTICIPATED HOUSEHOLD GROWTH	1234.19	3453.55
E: RENTAL VACANCY	5.89	23.59
F: DEMAND BUFFER	N/A	N/A
STUDY AREA TOTAL	1,525	4,545

This housing need is primarily driven by population growth projections, based on the Province's projections on fertility, mortality, in-migration, out-migration and household formation over the coming decades. Secondary factors driving housing need are suppressed household formation and extreme core housing need.

The report additionally includes information assembled by the CSRD on efforts to implement the findings of the previous housing needs assessment in 2020-2022, as well as information on the benefits of having housing near transportation infrastructure that supports walking, bicycling, public transit, and other alternative modes of transportation.

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1. Introduction

Urbanics Consultants Ltd. has been retained by the Columbia Shuswap Regional District to create an interim housing needs report for unincorporated areas complying with updated Provincial Regulations. This report will provide the Provincially-approved housing needs projection, as well as provide commentary on transportation, housing, and updates since the last Housing Needs Assessment.

The Consultant crafted this report from study and analysis of data provided by BC Stats, Statistics Canada, CMHC, and CSRD

The Columbia Shuswap region shares in some of British Columbia's wider housing difficulties, and by the provincial methodology has need of the following number of homes in the coming 5 and 20 years:

Table 1: Housing Needs Summary

	5-YEAR	20-YEAR
AREA A	224	658
AREA B	57	182
AREA C	262	782
AREA D	277	820
AREA E	129	414
AREA F	221	640
AREA G	355	1,049
CSRD EA TOTAL	1,525	4,545

The study examined the housing needs using the Provincial Housing Needs Report method, finding a total of 4,545 homes needed over the period 2021-2041 spread across the seven electoral areas of the CSRD.

Table 2: CSRD Housing Need by Factor

	5-YEAR	20-YEAR
A: EXTREME CORE HOUSING NEED	62.25	249.02
B: HOMELESSNESS	34.87	69.75
C: SUPRESSED HOUSEHOLD FORMATION	187.27	749.08
D: ANTICIPATED HOUSEHOLD GROWTH	1234.19	3453.55
E: RENTAL VACANCY	5.89	23.59
F: DEMAND BUFFER	N/A	N/A
STUDY AREA TOTAL	1,525	4,545

The largest portion of the assessed housing needs was found in Anticipated Household Growth, a factor derived from BC Stat's population forecasts based upon demographic modelling of births, deaths, and expected net migration.

As with all studies of this sort, a number of forecasts and assumptions regarding the state of the economy, the state of future competitive influences, and population projections have had to be made. These forecasts are made with great care and are based on the most recent and reliable information available. Nonetheless, the following concerns should be kept in mind.

Data Sources

Data and statistics for the report was sourced from a variety of government (federal, provincial, regional, municipal). One of the key limitations of this study is that Census data reflects 2020-2021 conditions. These are now 3 years out of date and will be replaced by new data in 2026-2027 when a new Census is conducted. Census statistics for Housing Needs Reports are generally drawn from the 'population in private households' which is a subset of the total population figure readers may be more familiar with. Additionally, Census data is subject to random rounding up or down, so any figures from the Census should be read as plus or minus 10.

Scale

It is unfortunate that for smaller jurisdictions the full set of data that might otherwise be available for major metropolitan areas is unavailable. The survey size of some communities and some populations may suggest greater hesitation in interpreting results, especially for small cross-tabulations, which are only drawn from 25% of Census returns. CMHC does not provide annual

rental market data for urban areas with less than 10,000 residents, and for excluded areas the provincial 2021 rental vacancy rate has been used.

Covid-19

2021 was perhaps the most peculiar year in living memory for demographics. The Covid-19 Pandemic had massively changed economic activity 2020-2022. Pandemic response had injected large amounts of public money into the economy, including the Canada Emergency Response Benefit (CERB) funds paid to out-of-work residents. The Canada Emergency Wage Subsidy (CEWS) kept businesses afloat with money they may have not earned without the pandemic. Shrunken employment for 2020 tended to disproportionately affect lower income households, biasing income statistics up from normal-year levels and reducing the effects of poverty compared to years before or since.

Inflation

Additionally, the inflation seen the last several years mostly happened after May 2021 when the Census was conducted. According to the Bank of Canada, a dollar in 2021 is worth the equivalent of \$1.13 in today's money (13% inflation), and this change has not fallen evenly across the economy.

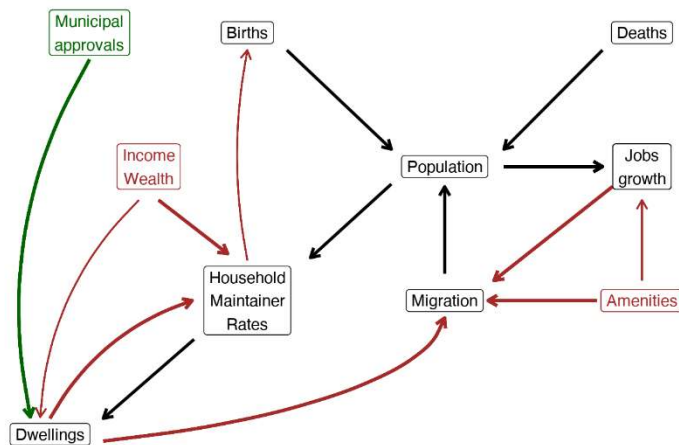
Methodology

The methodology for calculating housing needs is one provided by the province. It is not a market-based measure, and its outputs do not imply that anyone will be able to afford and build the housing estimated to be needed. It does include a 'demand factor' for municipalities, however this multiplier is a black-box number provided by the province with minimal explanation other than it is supposed to reflect housing demand. The housing needs methodology is, though, multi-faceted, and does include concerns such as homelessness, suppressed household formation, rental vacancy rates, and projected growth.

Population projections are a tricky tool to use for forward planning purposes. In this case, population projections are for municipalities an average of regional and municipal growth rates, while for electoral areas they are apportioned from regional estimates. The Province's population projection system, P.E.O.P.L.E estimates future growth rates in part from past migration rates, a

practice that tends to bake past planning decisions into future growth projections in any jurisdiction where planning decisions may have constrained growth.

Figure 1: Population Model Circularity
Population and housing growth model with missing pathways and policy lever



Source: Bergmann, Jens von & Nathan Lauster, <https://doodles.mountainmath.ca/posts/2022-04-26-planning-for-scarcity/>

Report Structure

The following outlines the structure of the report:

1. Introduction

The Introduction provides the headline findings, overall objectives for the study, the methodology, and key limitations.

2. Community Context

This section examines some basic geographic and demographic facts about the communities being examined.

3. Housing Needs Projections

This section provides the calculations of housing need as required by the Province.

4. Housing & Transportation

This section details the importance of active transportation including walking, cycling, and transit and how it can improve housing outcomes.

Appendix 1 Additional Demographic & Housing Statistics

This provides additional tables and charts portraying the overall demographics of the community and housing statistics.

Appendix 2: Detailed Housing Needs Calculations

This section will provide more detailed information on suppressed household formation calculations.

Appendix 3: Glossary of Terms

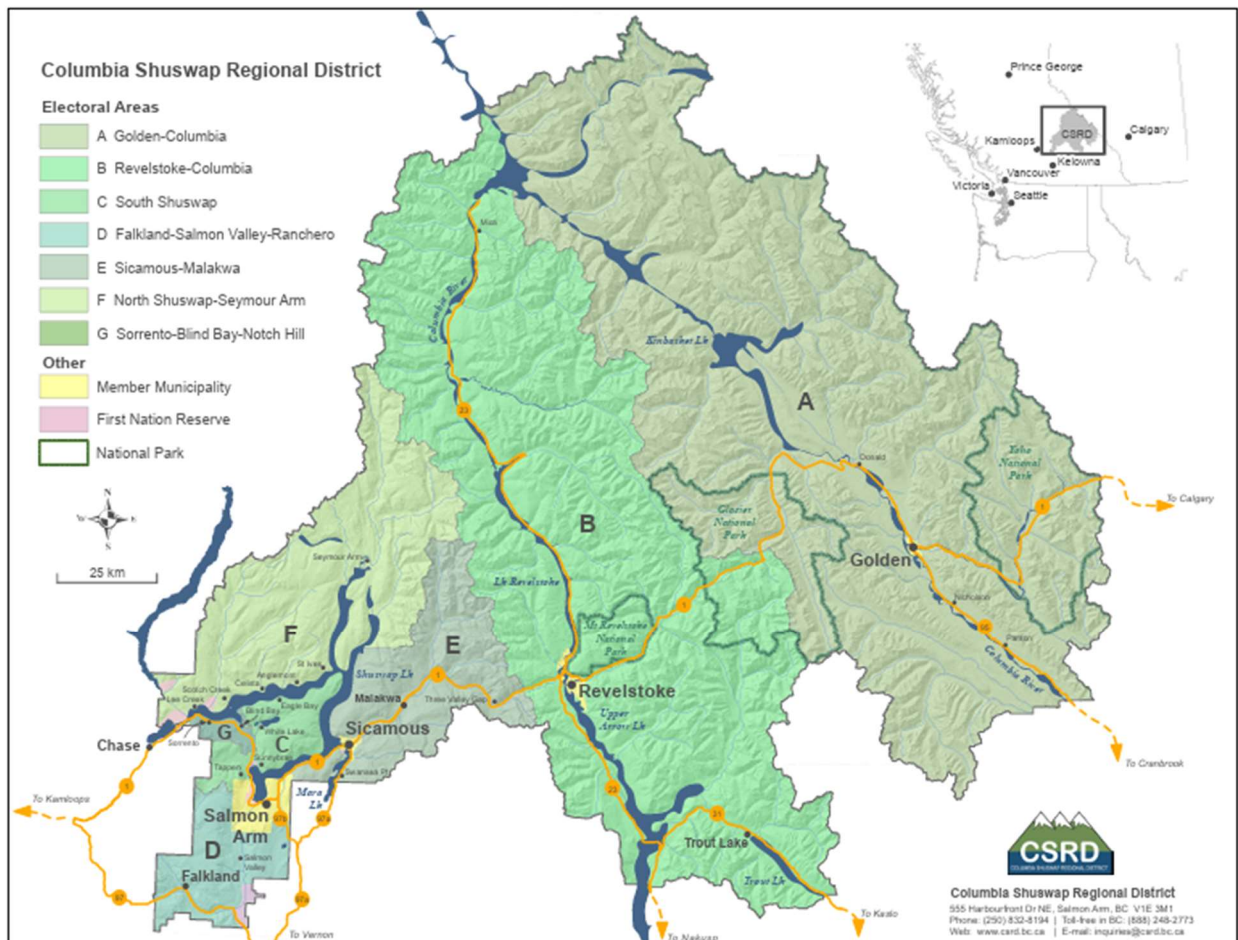
A glossary of Census and other technical terminology has been provided.

2. Community Context

Location

The Columbia Shuswap Regional District (CSRD), a vast part of the British Columbia Interior stretches across the upper reaches of the South Thompson and Columbia Rivers, including the communities of Salmon Arm, Revelstoke, Sicamous, Golden and other communities, stretches from the ridge of the Rocky Mountains down to the mouth of Shuswap Lake. This study is for the unincorporated areas of the CSRD—Electoral Areas A, B, C, D, E, F, & G.

Figure 2: Regional Map



Source: CSRD.

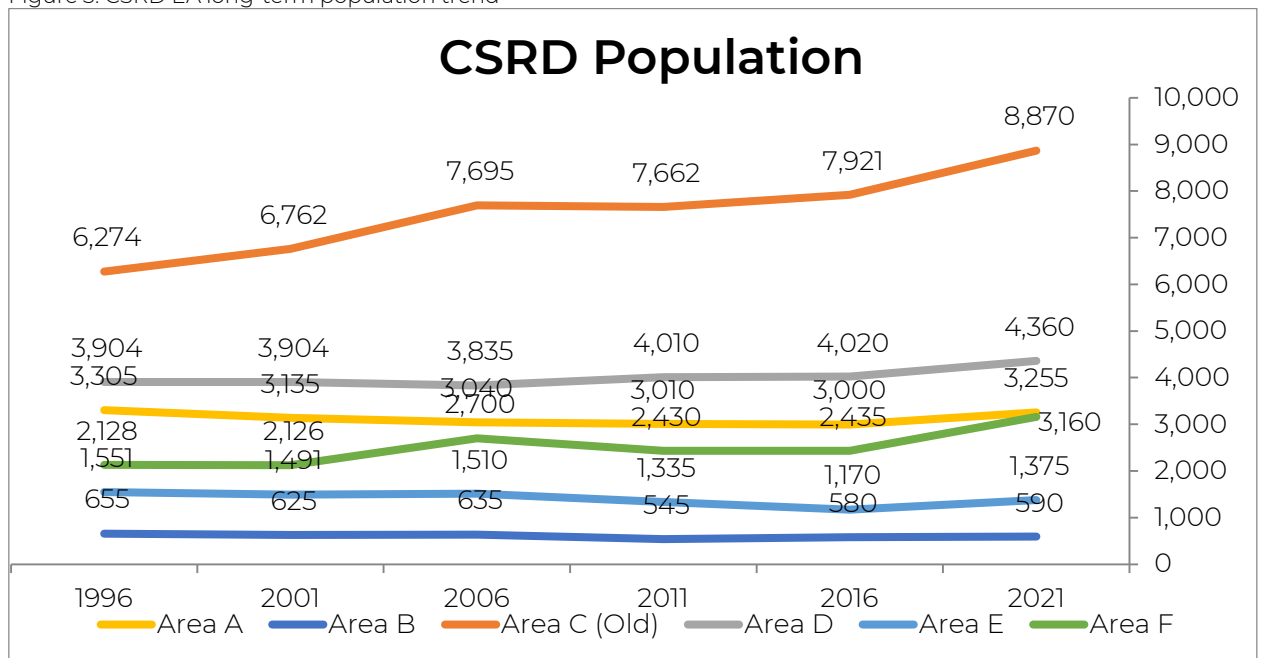
The region is tied together by the Trans Canada Hwy and is the route of the Canadian Pacific Railway, where the last spike was driven at Craigellachie. The region is known for a rural and tourist economy, including forestry, manufacturing, accommodations and hospitality and other industries.

Demographics

According to Statistics Canada, between 1996 and 2021 CSRD population grew from 48,116 to 57,021, with a peak population of growth of 1,555 in 2011. Population growth has been strong in Areas C & G and D, while being less steady in Areas A, F, B and E.

2021 Census figures are from a Pandemic year and will have various quirks associated with severely disrupted living and working patterns seen in May of 2021. In particular interest to the CSRD is in areas where there are large numbers of vacation homes. In 2021 it seems that many vacation home owners took full time residence at census time, showing as an increase in population outpacing homebuilding (such as Electoral Area F). Additional policies in BC to make non-resident homeownership less attractive have also contributed to this effect

Figure 3: CSRD EA long-term population trend



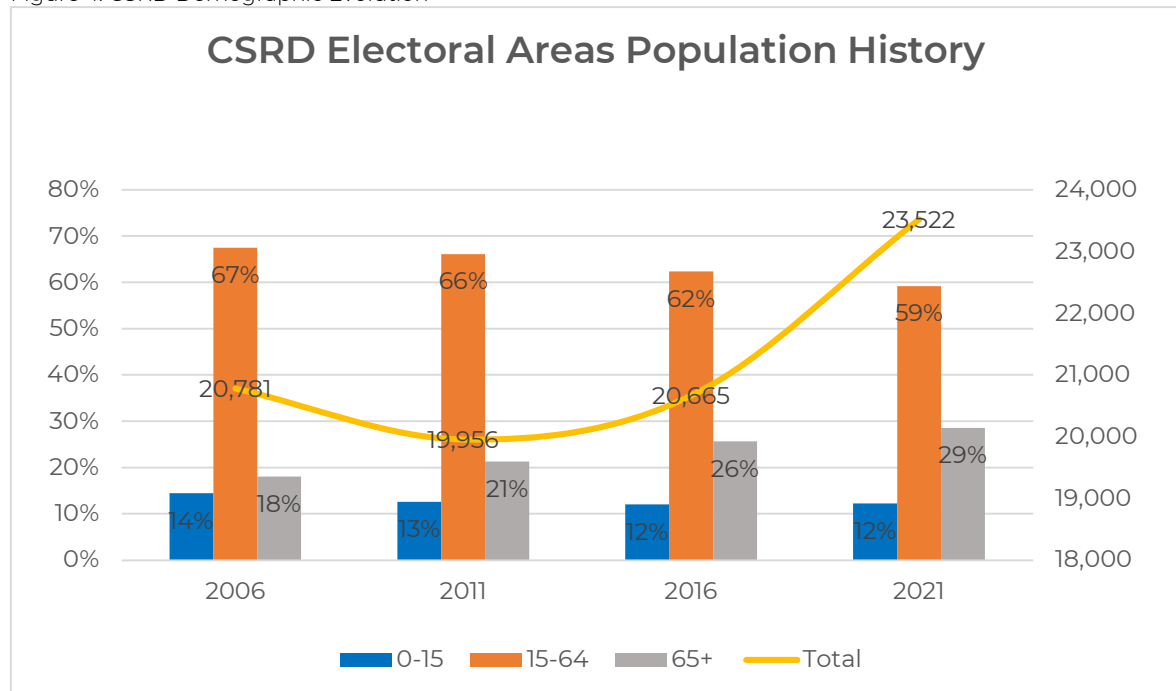
Source: StatCan Census 1996-2021, Urbanics Consultants

Over the period 2006 to 2021, the population of CSRD communities has seen several common phenomena, namely:

- Declining proportion of youth (14% in 2006, 12% in 2021)
- Increasing proportion of senior citizens (18% in 2006, 29% in 2021)
- Falling proportion of working-aged residents (67% in 2006, 59% in 2021)

Population has changed trajectory, with substantial population growth since 2011, especially in Areas C, G and F.

Figure 4: CSRD Demographic Evolution



Source: BC Stats Population Estimates, Urbanics Consultants

Note: Figures are for total population, previous figures were for population in private households.

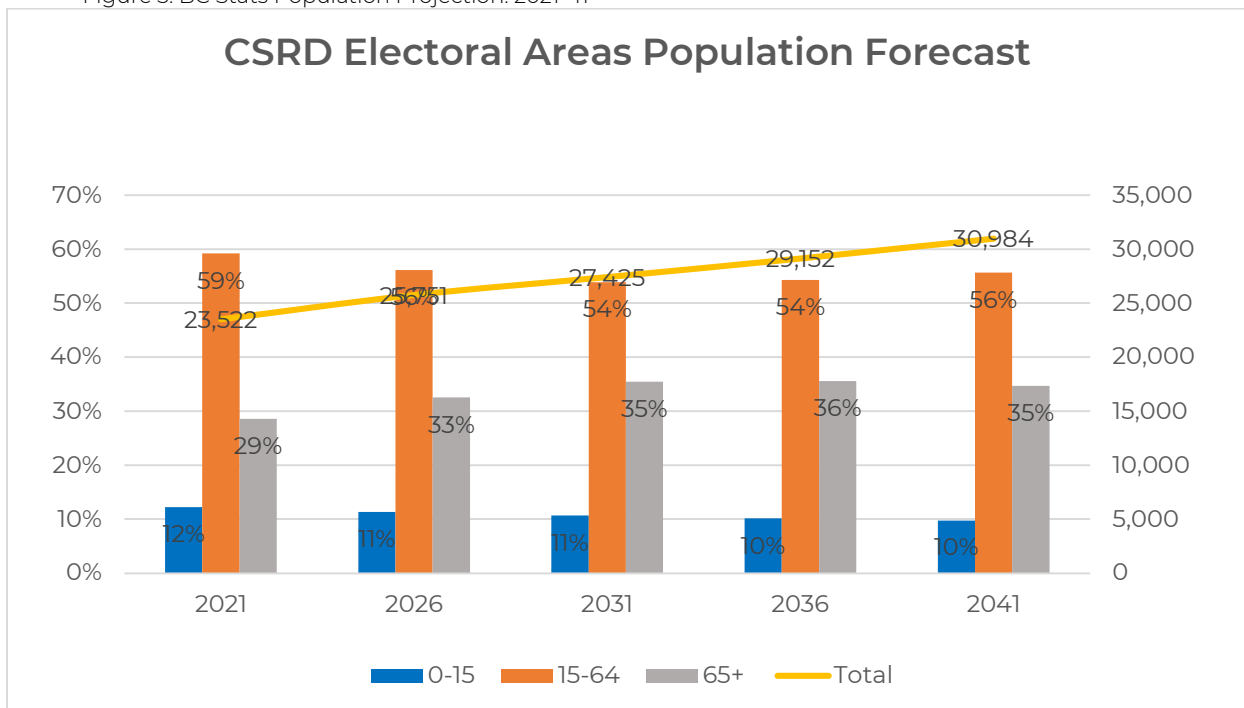
BC Stats Population Projections are an important component of housing needs projections. The unincorporated areas of the CSRD are anticipated to see steady population growth, expanding the population base by a total of 32% between 2021 and 2041 (1.4% per annum). This is compared to the CSRD overall which is projected to see population growth at a rate of 27% between 2021 and 2041 (1.18% per annum average), and in BC at a rate of 38% (1.6% per annum average).

The over 65 population is projected to grow by 60% between 2021 and 2041, while the under 15 age group will grow by 4%. The 15-64 age cohorts are anticipated to grow by 24% in that time, though proportionately decline.

Table 3: BC Stats Population Projection for CSRD Electoral Areas

Population Projection	2021	2026	2031	2036	2041
Under 15 years old	2,880 12%	2,915 11%	2,923 11%	2,955 10%	3,006 10%
15 to 64 years old	13,922 59%	14,458 56%	14,776 54%	15,823 54%	17,239 56%
65 years and older	6,720 29%	8,378 33%	9,726 35%	10,374 36%	10,739 35%
Total	23,522	25,751	27,425	29,152	30,984
Population growth rate					
5-year growth rate		9.48%	6.50%	6.30%	6.28%
Annual average growth rate 2021 to 2041		1.39%			

Figure 5: BC Stats Population Projection: 2021-41



Source: BC Stats, Urbanics Consultants

Current housing conditions in unincorporated areas of the CSRD suggest modest housing growth, with a large uptick in deliveries per the New Homes Registry in 2021. In recent years between 3.1 and 5.9 units per-1000 residents have been permitted, a statistic often used for comparing homebuilding across geographic areas. This is not an especially rapid pace of housing growth

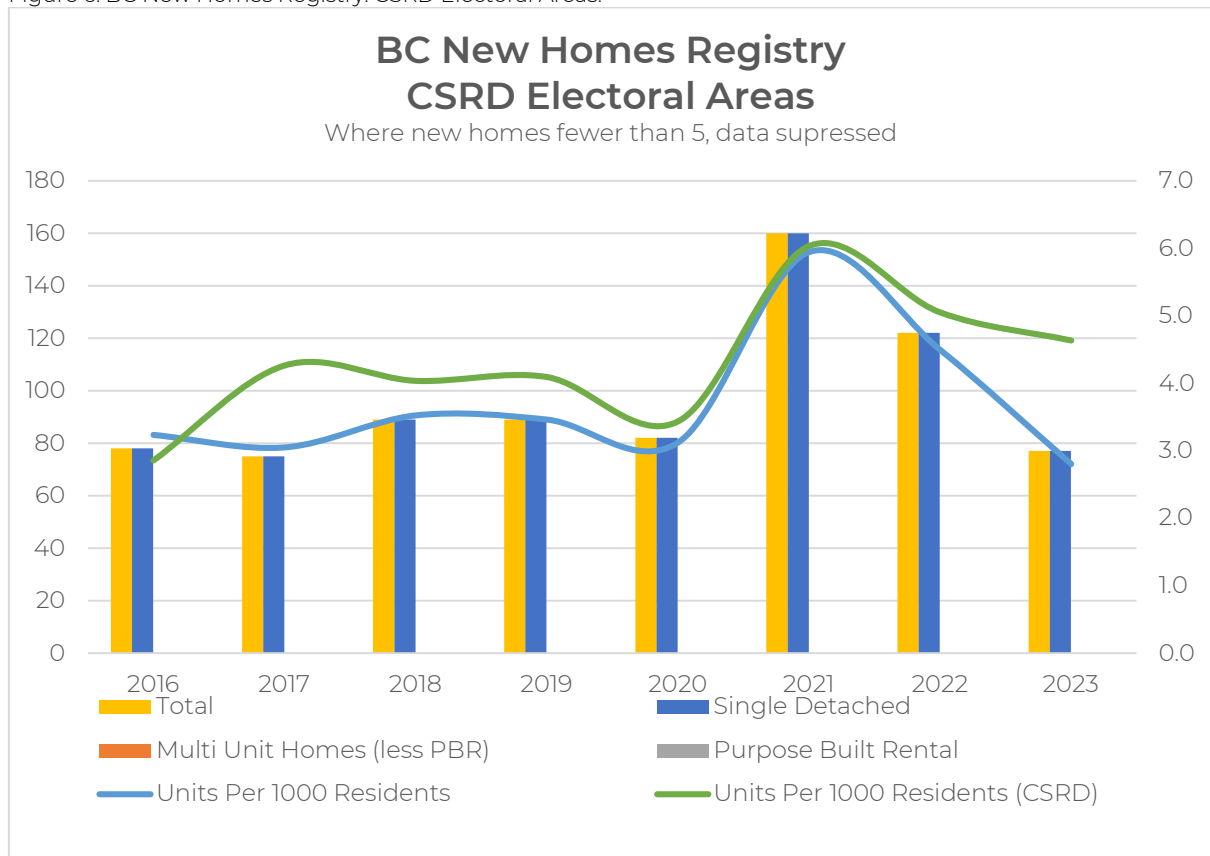
Table 4: BC New Homes Registry

CSRD Electoral Areas: BC New Homes Registry	2016	2017	2018	2019	2020	2021	2022	2023
Single Detached	78	75	89	89	82	160	122	77
Multi Unit Homes (less PBR)	*	*	*	*	*	*	*	*
Purpose Built Rental	*	*	*	*	*	*	*	*
Total	78	75	89	89	82	160	122	77
Units Per 1000 Residents	3.2	3.1	3.5	3.5	3.1	5.9	4.5	2.8
Units Per 1000 Residents (CSRD)	2.9	4.3	4.0	4.1	3.4	6.0	5.0	4.6

Source: BC New Homes Registry, Urbanics Consultants Ltd.

Note: * datapoints have been suppressed under 5 units

Figure 6: BC New Homes Registry: CSRD Electoral Areas.



Source: BC New Homes Registry, Urbanics Consultants Ltd.

Note: * datapoints have been suppressed under 5 units

Additional statistics

Please refer to Appendix 1 for additional demographic and housing statistics from the 2021 Census, BC Assessment, BC Housing, among other data sources.

Some pertinent findings include:

- Men and women (+) comprise very close to 50% of the population in CSRD, with the most notable imbalance in Area B where 54% of the population is male (+) and 46% of the population is female (+)
- The area with the highest proportion of under 15 year olds is Area D (17%) while the area with the fewest under 15 year olds is Area F (9%)
- The area with the highest proportion of senior citizens over 65 is Area F, while the area with the lowest is Area A (19%)
- CSRD median Age is 49.7, while the median age ranges from a high of 60.9 in Area F to a low of 44.5 in Area A
- The average CSRD Family has 2.6 members, a figure that is broadly consistent but ranges between 2.4 (F, G) and 2.7 (Area D)
- CSRD 2020 Average Household Income has reached \$92,000. This figure among unincorporated areas is highest in Area B (\$98,000) and lowest in Area E (\$75,200)
- Median personal incomes are \$38,626, and are highest in Area A (\$43,514) while being lowest in Area E (\$31,447)
- Overall homeownership rate is 80%, highest in Area G (93%) while lowest in Area B (72%), where 30% of dwellings are rented.
- While education levels lag BC overall, 17% of CSRD residents possess bachelor level education or higher, most notably in Area A (20%) while Area D only sees 9% with that level of education
- In the CSRD, 28% of households are 1 person, 43% of households 2 people, 13% of households 3 people, 11% of households have 4 people and 6% of households 5 or more.
- Single detached houses comprise 72% of CSRD occupied private dwellings. In unincorporated areas they comprise between 78% (Area E) and 92% of

dwellings. Alternative typologies are most commonly movable dwellings (8%)

- The most common occupations by sectors are Trades, Transport and Equipment operators in all electoral areas except Area B (Sales and service occupations)
- The top industry in all electoral areas is Construction, with the exception of Area E where Accommodation and food services is more common.
- CSRD residents mostly work in their own municipality or electoral district, however EA residents are much more likely to commute elsewhere, especially in Area B, where no people worked in 2021 according to the Census. Area F is the closest to sustaining its own employment base with 48% of workers working in the Electoral Area.
- 80% of CSRD commuters moved by car as a driver, this figure is modestly higher for all electoral areas.

Appendix 1 contains further statistical information.

3. Housing Needs Projections

Assessed Housing Needs

The following Tables calculate the 20-year and 5-year housing need by the methods specified by the Province in the summer of 2024.

They were created using the UBC HART calculator, created by scholars at the University of British Columbia Housing Assessment Resource Tools (HART) and Licker Geospatial to implement the province's required method.

It is built from six components.

- Supply of units to reduce extreme core housing need
- Supply of units to reduce homelessness
- Supply of units to address suppressed household formation
- Supply of units needed to meet household growth over the next 5 to 20 years.
- Supply of units needed to meet at least a 3% vacancy rate.
- Supply of units needed to meet local demand (municipalities only)

Like all models, this method is a compromise between several goals and constraints (such as accuracy, detail, data availability, and suitability for widespread use and further) that leave it necessarily imperfect. But it is designed to take account of both social variables (such as homelessness, population growth estimates) as well as variables that reflect market demand such as rental vacancy rates.

The model does not directly deal in economic viability, which is a weakness. As such, the cost of construction or level of prices and rents are not incorporated. Under this scenario, it is possible for the model to generate numbers for required new housing that might not be buildable under present costs for current market rents and prices. The province has, however, provided a

'demand adjustment factor' for municipalities however this does not apply in electoral areas. The model is not trying to create a market-based estimate of how much housing ought to be built, however it does incorporate the 'local demand' figure, which is a number provided by the Province with limited background information or documentation.

Due to limits on data availability, some categories are based upon taking the region-wide estimate and portioning it out to each town, city, village, or electoral area by population. In some cases, this may result in unintuitive or unreasonable estimates, especially where Regional Districts are internally diverse or where small population sizes create potential for outliers. Results should be interpreted considering these limitations.

First calculated is the 20-year estimate, and then the 5-year estimate based upon the province's weighting of each sub-category's importance for immediate address. For example, half the units for addressing homelessness are supposed to be delivered in 5 years, while only a quarter of the units expected for 20 years to address rental vacancy rates are supposed to be delivered in 5 years. Units to account for population growth are based on 5- and 20-year growth estimates, while all other categories of 20-year housing need are expected to be 25% delivered in 5 years.

The estimates are for the period 2021 to 2041, which is to align with the Census. They are at this point three years out of date, however they still provide an insight into housing needs in the area. For some purposes, 2021 is a 'odd' year, with incomes, prices, and economic activity strongly effected by the Covid-19 pandemic and associated responses. Some figures, such as core housing need, were strongly affected by income support policies, and may not be comparable. Census population figures are based on population in private households rather than the total population including collective households.

Lastly, Area G was created since the last census. The consultant has used various methods to apportion or interpolate information from the 2021 Census to create a profile for the new boundaries of Area C & G.

Electoral Area A

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 5: Electoral Area A Households by Tenure

ELECTORAL AREA A RDA (CSD, BC)

TOTAL HOUSEHOLDS	2006	2011	2016	2021
OWNERS	1,105	1,110	1,090	1,215
RENTERS	195	195	265	285
TOTAL	1,300	1,305	1,355	1,500

The below table shows the total number and proportion of owners with a mortgage¹ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes).

Table 6: Electoral Area A Extreme Core Housing Need

ELECTORAL AREA A RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE	N/A	N/A	N/A	N/A	N/A	N/A	30	2.47%	2.47%
RENTERS	25	12.82%	0	0.00%	20	7.55%	0	0.00%	5.09%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

Table 7: Electoral Area A ECHN Rates

ELECTORAL AREA A RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	1215	N/A	N/A

¹ Data on owners with a mortgage is not available for Censuses before 2021

OWNERS WITH A MORTGAGE		2.47%	30
RENTERS	285	5.09%	14.51
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			44.51

As shown in the above table, there are just about 45 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years, driven by rental housing costs.

Part B: Homelessness

The following table apportions the homeless population of the CSRD by the population of Electoral Area A. This figure is based on regional need rather than homelessness rates specific to Electoral Area A.

Table 8: Electoral Area A Homelessness

ELECTORAL AREA A RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	3,255	5.84%	180	10.51
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				10.51

PEH refers to People Experiencing Homelessness.

As shown above, about 11 units are required to address Electoral Area A's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of households. In a community undergoing housing stress there will be unusually large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 9: Electoral Area A Supressed Households
ELECTORAL AREA A RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	0	8.36	10	15	-10	-6.64	0
25 TO 34 YEARS	150.36	37.59	125	65	25.36	-27.41	0
35 TO 44 YEARS	232.71	139.63	280	60	-47.29	79.63	32.34
45 TO 54 YEARS	215.43	12.14	145	50	70.43	-37.86	32.56
55 TO 64 YEARS	324.94	27.65	295	50	29.94	-22.35	7.59
65 TO 74 YEARS	232.11	0	225	35	7.11	-35	0
75 YEARS AND OVER	121.48	0	130	0	-8.52	0	0
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							72.50

As above, household maintainer rates have been suppressed for residents aged 35 to 64. The youngest and oldest residents, however, are as likely or more likely to form households as in 2006. This result may merit further study.

By this estimate, there are a shortfall of about 73 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with

Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 10: Regional Growth Rate
ELECTORAL AREA A RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For Electoral Areas, Regional District Growth rate is multiplied by the area's current population.

Table 11: Electoral Area A Projected Growth
COLUMBIA SHUSWAP A RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	1,495	2,021.09	526.09
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				526.09

Here the province estimates that Electoral Area A will require slightly more than 526 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 12: Electoral Area A Vacancy

ELECTORAL AREA A RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	285	293.81
LOCAL VACANCY RATE	1.40%	98.60%	285	289.05
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				4.77

For these purposes, the local rental vacancy rate in Electoral Area A is assumed to be the provincial average, as CMHC does not collect rental market data for

Electoral Areas, regrettably. Under this estimate, approximately 5 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, while Kamloops was recorded as having a rental vacancy rate of 1.3%. As such the 1.4% estimate imputed for Electoral Area A is not unreasonable though perhaps on the low end, which would add a small number of units to an alternate estimate. CoStar, a commercial data vendor, suggests that the Vacancy rate as of November 2024 is 1.6% for Salmon Arm.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 13: Electoral Area A Housing Need Total
ELECTORAL AREA A RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	11.13	44.51
B. PERSONS EXPERIENCING HOMELESSNESS	5.25	10.51
C. SUPPRESSED HOUSEHOLD FORMATION	18.12	72.5
D. ANTICIPATED GROWTH	188.01	526.09
E. RENTAL VACANCY RATE ADJUSTMENT	1.19	4.77
F. ADDITIONAL LOCAL DEMAND	0	0
TOTAL NEW UNITS – 5 YEARS	224	
TOTAL NEW UNITS – 20 YEARS		658

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'Anticipated Growth' figure, suggesting that past population growth will continue into the future.

The implication is that the dwelling stock must be increased by 11% over the next five years and 31% over the next twenty years over the current census dwelling count.

Electoral Area B

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 14: Area B Households by Tenure
COLUMBIA SHUSWAP B RDA (CSD, BC)

TOTAL HOUSEHOLDS	2006	2011	2016	2021
OWNERS	235	215	240	210
RENTERS	40	25	35	85
TOTAL	275	240	275	295

The below table shows the total number and proportion of owners with a mortgage² and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes).

Table 15: Area B Extreme Core Housing Need
COLUMBIA SHUSWAP B RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE	N/A	N/A	N/A	N/A	N/A	N/A	0	0.00	0.00
RENTERS	0	0.00%	0	0.00%	0	0.005	0	0.00%	0.00%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

² Data on owners with a mortgage is not available for Censuses before 2021

Table 16: Area B ECHN Rates

COLUMBIA SHUSWAP B RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	210	N/A	N/A
OWNERS WITH A MORTGAGE		0.00%	0
RENTERS	85	0.00%	0
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			0

As shown in the above table, there are no units worth of assessed housing needs to address Extreme Core Housing Need over 20 years. This may reflect small sample sizes in Area B

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area B. This figure is based on regional need rather than homelessness rates specific to Electoral Area B.

Table 17: Area B Homelessness

COLUMBIA SHUSWAP B RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	590	1.06%	180	1.9
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				1.9

PEH refers to People Experiencing Homelessness.

As shown above, about 2 units are required to address Electoral Area B's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of households. In a community undergoing housing stress there will be unusually large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 18: Area B Supressed Households
COLUMBIA SHUSWAP B RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	0	3	0	0	0	3	3
25 TO 34 YEARS	34	0	0	35	34	-35	0
35 TO 44 YEARS	38.25	0	30	20	8.25	-20	0
45 TO 54 YEARS	35.65	0	30	0	5.65	0	5.65
55 TO 64 YEARS	56	28	60	20	-4	8	4
65 TO 74 YEARS	101.25	33.75	75	0	26.25	33.75	60
75 YEARS AND OVER	0	0	10	0	-10	0	0
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							72.65

Household formation rates have fallen in Area B primarily among those 65 to 75 years old, who are much less likely to form households than in 2006.

By this estimate, there are a shortfall of about 73 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 19: Regional Growth Rate
COLUMBIA SHUSWAP B RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For Electoral Areas, Regional District Growth rate is multiplied by the area's current population.

Table 20: Area B Projected Growth
COLUMBIA SHUSWAP B RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	300	405.57	105.57
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				105.57

Here the province estimates that Electoral Area B will require roughly 106 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 21: Area B Vacancy
COLUMBIA SHUSWAP B RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	85	87.63
LOCAL VACANCY RATE	1.40%	98.60%	85	86.21
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				1.42

For these purposes, the local rental vacancy rate in Electoral Area B is assumed to be the provincial average, as CMHC does not collect rental market data for electoral areas, regrettably. Under this estimate, approximately 1 unit is needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area B is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 22: Area B Housing Need Total
COLUMBIA SHUSWAP B RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	0.00	0.00
B. PERSONS EXPERIENCING HOMELESSNESS	0.95	1.90
C. SUPPRESSED HOUSEHOLD FORMATION	18.16	72.64
D. ANTICIPATED GROWTH	37.73	105.57
E. RENTAL VACANCY RATE ADJUSTMENT	0.35	1.42
F. ADDITIONAL LOCAL DEMAND	0	0
TOTAL NEW UNITS – 5 YEARS	57	
TOTAL NEW UNITS – 20 YEARS		182

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the "Anticipated Growth" figure, accounting for nearly $\frac{3}{5}$ of all units. This is based upon Columbia Shuswap regional growth projections. Additionally, the suppressed household formation figure is substantial, largely driven by younger retirement-aged residents forming fewer households per capita.

The implication is that the dwelling stock must be increased by 12% over the next five years and 39% over the next twenty years over the current census dwelling count.

Electoral Area C (New Boundaries)

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 23: Area C Households by Tenure

TOTAL HOUSEHOLDS	2021
OWNERS	1,395
RENTERS	209
TOTAL	1,604

The below table shows the total number and proportion of owners with a mortgage³ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes). For Areas C & G, the averages for the former Area C are being used for both Areas C and G

Table 24 Area C Extreme Core Housing Need

COLUMBIA SHUSWAP C RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE								2.52%	2.52%
RENTERS		7.41%	4.35%		4.94%		5.88%		5.64%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

³ Data on owners with a mortgage is not available for Censuses before 2021

Table 25: Area C ECHN Rates

COLUMBIA SHUSWAP C RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	1,395	N/A	N/A
OWNERS WITH A MORTGAGE		2.52%	35.15
RENTERS	209	5.64%	11.79
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			46.94

As shown in the above table, there are just about 47 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years.

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area C. This figure is based on regional need rather than homelessness rates specific to Area C

Table 26: Area C Homelessness

COLUMBIA SHUSWAP C RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	3,769	6.76	180	12.17
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				12.17

PEH refers to People Experiencing Homelessness.

As shown above, about 12 units are required to address Area C's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of

households. In a community undergoing housing stress there will be unusually large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability. For this purpose, headship rates are based on the old Area C boundaries applied to new population levels

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 27: Area C Supressed Households
COLUMBIA SHUSWAP C RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	11.52	16.10	-	-	11.52	16.10	27.6208
25 TO 34 YEARS	86.89	27.17	71.10	62.90	15.79	-35.73	0
35 TO 44 YEARS	139.50	30.21	163.70	31.30	-24.20	-1.09	0
45 TO 54 YEARS	194.22	12.32	153.22	22.78	41.00	-10.45	30.544
55 TO 64 YEARS	476.27	7.71	431.95	34.05	44.31	-26.34	17.9758
65 TO 74 YEARS	406.48	11.87	361.59	30.41	44.89	-18.54	26.3465
75 YEARS AND OVER	231.90	26.43	223.58	3.42	8.33	23.00	31.3308
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							133.82

As above, household maintainer rates have fallen for all cohorts except those between 25 and 44, the early working age cohorts. By this estimate, there are a shortfall of about 134 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 28: Regional Growth Rate
COLUMBIA SHUSWAP C RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For electoral areas, population is projected by multiplying the regional projected growth rate by the electoral area population.

Table 29: Area C Projected Growth
COLUMBIA SHUSWAP C RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	1,665	2,250.91	585.91
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				585.91

Here the province estimates that Area C will require more than 586 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 30: Area C Vacancy
COLUMBIA SHUSWAP C RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	209	215.46
LOCAL VACANCY RATE	1.40%	98.60%	209	211.97
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				3.50

For these purposes, the local rental vacancy rate in Area C is assumed to be the provincial average, as CMHC does not collect rental market data for rural areas, regrettably. Under this estimate, approximately 4 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area C is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 31: Area C Housing Need Total
COLUMBIA SHUSWAP C RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	11.74	46.94
B. PERSONS EXPERIENCING HOMELESSNESS	6.08	12.17
C. SUPPRESSED HOUSEHOLD FORMATION	33.45	133.82
D. ANTICIPATED GROWTH	209.39	585.91
E. RENTAL VACANCY RATE ADJUSTMENT	0.87	3.50
F. ADDITIONAL LOCAL DEMAND	0	0
TOTAL NEW UNITS – 5 YEARS	262	
TOTAL NEW UNITS – 20 YEARS		782

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'anticipated growth' figure, accounting for nearly three quarters of the shortfall. This is largely based on existing demographics and projecting past migration rates into the future.

The implication is that the occupied dwelling stock must be increased by 16% over the next five years and 49% over the next twenty years over the current census dwelling count. This is quite a substantial impact on an otherwise quite rural community.

Electoral Area D

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 32: Area D Households by Tenure
COLUMBIA SHUSWAP D RDA (CSD, BC)

TOTAL HOUSEHOLDS	2006	2011	2016	2021
OWNERS	1,225	1,360	1,375	1,460
RENTERS	305	265	335	345
TOTAL	1,530	1,625	1,710	1,805

The below table shows the total number and proportion of owners with a mortgage⁴ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes).

Table 33: Area D Extreme Core Housing Need
COLUMBIA SHUSWAP D RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE	N/A	N/A	N/A	N/A	N/A	N/A	20	1.37%	1.37%
RENTERS	15	4.92%	0	0.00%	45	13.43%	50	14.49%	8.21%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

⁴ Data on owners with a mortgage is not available for Censuses before 2021

Table 34: Area D ECHN Rates
COLUMBIA SHUSWAP D RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	1,460	N/A	N/A
OWNERS WITH A MORTGAGE		1.37%	20.00
RENTERS	345	8.21%	28.33
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			48.33

As shown in the above table, there are just about 48 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years.

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area D. This figure is based on regional need rather than homelessness rates specific to Electoral Area D.

Table 35: Area D Homelessness
COLUMBIA SHUSWAP D RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	4,360	7.82%	180	14.07
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				14.07

PEH refers to People Experiencing Homelessness.

As shown above, about 14 units are required to address Electoral Area D's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of households. In a community undergoing housing stress there will be unusually

large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 36: Area D Supressed Households
COLUMBIA SHUSWAP D RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	8.92	8.92	0	40	8.92	-31.08	0
25 TO 34 YEARS	93.51	71.93	120	50	-26.49	21.93	0
35 TO 44 YEARS	221.49	106.32	160	95	61.49	11.32	72.81
45 TO 54 YEARS	238.46	57.69	245	45	-6.54	12.69	6.15
55 TO 64 YEARS	416.41	44.62	415	65	1.41	-20.38	0
65 TO 74 YEARS	321.27	36.72	295	25	26.27	11.72	37.99
75 YEARS AND OVER	221.4	15.81	225	25	-3.6	-9.19	0
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							116.95

As above, household maintainer rates have fallen for those aged 35-54, 65 to 74, while remaining steady or increasing for those above 75 or below 35 or 55 to 64, which is an unusual inversion of typical patterns of reduced youth household formation

By this estimate, there are a shortfall of about 117 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 37: Regional Growth Rate
COLUMBIA SHUSWAP D RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For electoral areas, the regional population forecast growth rate is multiplied by the current electoral area population.

Table 38: Area D Projected Growth
COLUMBIA SHUSWAP D RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	1,805	2,440.18	635.18
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				635.18

Here the province estimates that Electoral Area D will require about 635 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 39: Area D Vacancy
COLUMBIA SHUSWAP D RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	345	355.67
LOCAL VACANCY RATE	1.40%	98.60%	345	349.9
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				5.77

For these purposes, the local rental vacancy rate in Electoral Area D is assumed to be the provincial average, as CMHC does not collect rental market data for rural areas, regrettably. Under this estimate, approximately 6 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area C is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 40: Housing Need Total
COLUMBIA SHUSWAP D RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	12.08	48.33
B. PERSONS EXPERIENCING HOMELESSNESS	7.04	14.07
C. SUPPRESSED HOUSEHOLD FORMATION	29.24	116.95
D. ANTICIPATED GROWTH	226.99	635.18
E. RENTAL VACANCY RATE ADJUSTMENT	1.44	5.77
F. ADDITIONAL LOCAL DEMAND	0.00	0.00
TOTAL NEW UNITS – 5 YEARS	277	
TOTAL NEW UNITS – 20 YEARS		820

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'Anticipated Growth' figure. This means that if Area D sees population growth at the rate of the Columbia Shuswap overall this will require 635 new homes.

The implication is that the dwelling stock must be increased by 14% over the next five years and 43% over the next twenty years over the current census dwelling count.

Electoral Area E

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 41: Area E Households by Tenure
COLUMBIA SHUSWAP E RDA (CSD, BC)

TOTAL HOUSEHOLDS	2006	2011	2016	2021
OWNERS	555	480	440	550
RENTERS	130	130	110	100
TOTAL	685	610	550	650

The below table shows the total number and proportion of owners with a mortgage⁵ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes).

Table 42: Area E Extreme Core Housing Need
COLUMBIA SHUSWAP E RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE	N/A	N/A	N/A	N/A	N/A	N/A	30	5.45%	5.45%
RENTERS	20	15.38%	0	0.00%	10	9.09%	0	0.00%	6.12%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

⁵ Data on owners with a mortgage is not available for Censuses before 2021

Table 43: Area E ECHN Rates
COLUMBIA SHUSWAP E RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	550	N/A	N/A
OWNERS WITH A MORTGAGE		5.45%	30
RENTERS	100	6.12%	6.12
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			36.12

As shown in the above table, there are just about 36 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years.

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area E. This figure is based on regional need rather than homelessness rates specific to Electoral Area E.

Table 44: Area E Homelessness
COLUMBIA SHUSWAP E RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	1,375	2.47%	180	4.44
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				4.44

PEH refers to People Experiencing Homelessness.

As shown above, about 4 units are required to address Electoral Area E's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of households. In a community undergoing housing stress there will be unusually

large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 45: Area E Supressed Households
COLUMBIA SHUSWAP E RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	4.05	6.08	0	0	4.05	6.08	10.14
25 TO 34 YEARS	16.92	76.15	15	15	1.92	61.15	63.08
35 TO 44 YEARS	50.56	7.78	75	15	-24.44	-7.22	0.00
45 TO 54 YEARS	130.77	34.62	100	20	30.77	14.62	45.38
55 TO 64 YEARS	197.83	15.22	165	35	32.83	-19.78	13.04
65 TO 74 YEARS	119.43	0.00	125	10	-5.57	-10.00	0.00
75 YEARS AND OVER	66.82	9.55	65	0	1.82	9.55	11.36
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							143.00

As above, household maintainer rates have fallen for most cohorts except 35-44 year old and 65 to 74 year olds, reflecting reduced housing availability potentially.

By this estimate, there are a shortfall of about 143 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 46: Regional Growth Rate
COLUMBIA SHUSWAP E RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For electoral areas, the regional population forecast growth rate is multiplied by the current electoral area population.

Table 47: Area E Projected Growth
COLUMBIA SHUSWAP E RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	650	878.74	228.74
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				228.74

Here the province estimates that Electoral Area E will require about 223 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 48: Area E Vacancy
COLUMBIA SHUSWAP E RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	100	103.09
LOCAL VACANCY RATE	1.40%	98.60%	100	101.42
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				1.67

For these purposes, the local rental vacancy rate in Electoral Area E is assumed to be the provincial average, as CMHC does not collect rental market data for rural areas, regrettably. Under this estimate, approximately 2 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area C is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 49: Housing Need Total
COLUMBIA SHUSWAP E RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	9.03	36.12
B. PERSONS EXPERIENCING HOMELESSNESS	2.22	4.44
C. SUPPRESSED HOUSEHOLD FORMATION	35.75	143.00
D. ANTICIPATED GROWTH	81.74	228.74
E. RENTAL VACANCY RATE ADJUSTMENT	0.42	1.67
F. ADDITIONAL LOCAL DEMAND	0.00	0.00
TOTAL NEW UNITS – 5 YEARS	129	
TOTAL NEW UNITS – 20 YEARS		414

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'anticipated growth' figure. This means that if Area E sees population growth at the rate of the Columbia Shuswap overall this will require 229 new homes.

The implication is that the dwelling stock must be increased by 10% over the next five years and 33% over the next twenty years over the current census dwelling count. Alternatively, this could come out of the large stock of impermanently occupied dwellings (48%) in the region.

Electoral Area F

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 50: Area F Households by Tenure
COLUMBIA SHUSWAP F RDA (CSD, BC)

TOTAL HOUSEHOLDS	2006	2011	2016	2021
OWNERS	1,160	1,100	1,110	1,395
RENTERS	90	90	110	160
TOTAL	1,250	1,190	1,220	1,555

The below table shows the total number and proportion of owners with a mortgage⁶ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes).

Table 51: Area F Extreme Core Housing Need
COLUMBIA SHUSWAP F RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE	N/A	N/A	N/A	N/A	N/A	N/A	0	0.00%	0.00%
RENTERS	0	0.00%	0	0.00%	15	13.64%	0	0.00%	3.41%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

⁶ Data on owners with a mortgage is not available for Censuses before 2021

Table 52: Area F ECHN Rates
COLUMBIA SHUSWAP F RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	1,395	N/A	N/A
OWNERS WITH A MORTGAGE		0.00%	0.00
RENTERS	160	3.41%	5.45
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			5.45

As shown in the above table, there are just about 5 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years.

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area F. This figure is based on regional need rather than homelessness rates specific to Electoral Area F.

Table 53: Area F Homelessness
COLUMBIA SHUSWAP F RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	3,160	5.67%	180	10.20
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				10.20

PEH refers to People Experiencing Homelessness.

As shown above, about 10 units are required to address Electoral Area F's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of households. In a community undergoing housing stress there will be unusually

large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 54: Area F Supressed Households
COLUMBIA SHUSWAP F RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	15.54	0.00	0	0	15.54	0.00	15.54
25 TO 34 YEARS	55.86	12.41	45	25	10.86	-12.59	0.00
35 TO 44 YEARS	114.57	18.48	105	35	9.57	-16.52	0.00
45 TO 54 YEARS	125.59	20.93	155	20	-29.41	0.93	0.00
55 TO 64 YEARS	393.96	17.64	370	35	23.96	-17.36	6.60
65 TO 74 YEARS	503.98	0.00	505	40	-1.02	-40.00	0.00
75 YEARS AND OVER	275.12	0.00	210	15	65.12	-15.00	50.12
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							72.26

As above, household maintainer rates have held up for most cohorts, with the exception of 15-24 year olds, 55 to 64 year olds (modestly) and 75 year olds and older. This is a fairly standard pattern.

By this estimate, there are a shortfall of about 72 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 55: Regional Growth Rate
COLUMBIA SHUSWAP F RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For electoral areas, the regional population forecast growth rate is multiplied by the current electoral area population.

Table 56: Area F Projected Growth
COLUMBIA SHUSWAP F RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	1,560	2,108.97	548.97
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				548.97

Here the province estimates that Electoral Area F will require about 549 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 57: Area F Vacancy
COLUMBIA SHUSWAP F RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	160	164.95
LOCAL VACANCY RATE	1.40%	98.60%	160	162.27
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				2.68

For these purposes, the local rental vacancy rate in Electoral Area F is assumed to be the provincial average, as CMHC does not collect rental market data for rural areas, regrettably. Under this estimate, approximately 3 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area C is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 58: Housing Need Total
COLUMBIA SHUSWAP F RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	1.36	5.46
B. PERSONS EXPERIENCING HOMELESSNESS	5.10	10.20
C. SUPPRESSED HOUSEHOLD FORMATION	18.07	72.26
D. ANTICIPATED GROWTH	196.18	548.97
E. RENTAL VACANCY RATE ADJUSTMENT	0.67	2.68
F. ADDITIONAL LOCAL DEMAND	0.00	0.00
TOTAL NEW UNITS – 5 YEARS	221	
TOTAL NEW UNITS – 20 YEARS		640

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'anticipated growth' figure. This means that if Area F sees population growth at the rate of the Columbia Shuswap overall this will require 549 new homes.

The implication is that the dwelling stock must be increased by 6% over the next five years and 19% over the next twenty years over the current census dwelling count. Alternatively, this could come out of the large stock of impermanently occupied dwellings (55%) in the region.

Electoral Area G (New Area)

Part A: Extreme Core Housing Need

The following table shows total owner and renter households in the four previous census years (Step 1).

Table 59: Area G Households by Tenure

TOTAL HOUSEHOLDS	2021
OWNERS	2,179
RENTERS	226
TOTAL	2,405

The below table shows the total number and proportion of owners with a mortgage⁷ and renter households in Extreme Core Housing Need in the four previous Censuses. Extreme Core Housing Need corresponds to a situation where households are obliged to spend 50% or more of pre-tax income for shelter costs (rent/mortgage plus utilities and taxes). For Areas C & G, the averages for the former Area C are being used for both Areas C and G

Table 60 Area G Extreme Core Housing Need

COLUMBIA SHUSWAP G RDA (CSD, BC)

EXTREME CORE HOUSING NEED	2006	2006%	2011	2011%	2016	2016%	2021	2021%	Average Rate
OWNERS WITH A MORTGAGE								2.52%	2.52%
RENTERS		7.41%	4.35%		4.94%		5.88%		5.64%

These are combined in the next table to represent the number of units necessary to provide replacement housing for households in extreme core housing need. This is based on the average rate over the previous four censuses.

⁷ Data on owners with a mortgage is not available for Censuses before 2021

Table 61: Area G ECHN Rates

COLUMBIA SHUSWAP G RDA (CSD, BC)

TOTAL HOUSEHOLDS	2021 HOUSEHOLDS	AVERAGE ECHN RATE	HOUSEHOLDS IN ECHN
OWNERS	3,570	N/A	N/A
OWNERS WITH A MORTGAGE	2,179	2.52%	54.91
RENTERS	226	5.64%	12.75
TOTAL NEW UNITS TO MEET ECHN - 20 YEARS			67.66

As shown in the above table, there are just about 68 units worth of assessed housing needs to address Extreme Core Housing Need over 20 years.

Part B: Homelessness

The following table apportions the homeless population of the Columbia Shuswap Regional District by the population of Electoral Area G. This figure is based on regional need rather than homelessness rates specific to Area G

Table 62: Area G Homelessness

COLUMBIA SHUSWAP G RDA (CSD, BC)

REGIONAL POPULATION	Local Population		Regional PEH	Proportional Local PEH
	#	% of region		
55,765	5,099	9.14%	180	16.46
TOTAL NEW UNITS TO HOMELESSNESS NEEDS - 20 YEARS				16.46

PEH refers to People Experiencing Homelessness.

As shown above, about 16 units are required to address Area G's share of regional homelessness, assuming as the Provincial methodology does 1 unit per person.

Part C: Suppressed Household Formation.

Often household size is taken as a given in demographic estimates, however the number of people per household is sensitive to the cost and availability of

households. In a community undergoing housing stress there will be unusually large numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating more early in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability. For this purpose, headship rates are based on the old Area G boundaries applied to new population levels

This figure is calculated based upon 2006 census data, assumed to be a time when housing pressures were less intense to calculate a baseline level of household headship rates by renter/owner status and age cohort. This is then compared to present population household headship rates to estimate how many households would have formed if the housing had been available. Detailed calculations are provided in Appendix 1.

Table 63: Area G Supressed Households
COLUMBIA SHUSWAP G RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Actual Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	11.64	16.27	0	0	11.64	16.27	27.91
25 TO 34 YEARS	101.71	31.80	59	52	42.82	-20.30	22.51
35 TO 44 YEARS	169.88	36.78	189	36	-19.01	0.67	0.00
45 TO 54 YEARS	244.02	15.48	221	33	22.89	-17.39	5.50
55 TO 64 YEARS	661.26	10.70	574	45	87.49	-34.52	52.97
65 TO 74 YEARS	715.17	20.88	704	59	11.37	-38.32	0.00
75 YEARS AND OVER	414.75	47.26	426	7	-11.58	40.60	29.01
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							137.91

As above, household maintainer rates have fallen for most cohorts, except 65-74 year olds and 35 to 44 year olds . By this estimate, there are a shortfall of about 137 units to address suppressed household formation over 20 years.

Part D: Anticipated Household Growth

This segment is based upon BC Stats PEOPLE model of population growth, used by the Province for planning purposes. This statistic is drawn from BC Stats Household projections. BC Stats projections were harmonized with Statistics Canada in 2022 and are based upon a model using age and sex cohort data to estimate future population change from expected births, deaths, and migration. This is supplemented with data on employment, residential building permits, community plans and other indicators of housing availability.

As such it is important to note that this is *not an independent variable*. The amount of housing permitted in the past will shape population growth and shape this model's projection of future household growth. Because this data is so dependent on past policy outcomes, it should not be used on its own to inform housing needs.

The figure used by the province is a combination of two scenarios, one based upon municipal growth projections, and one based upon regional projections. As local cities and towns necessarily exist in regional housing markets, this approach reduces the impact of local specifics. For Electoral Areas, this figure is based purely on regional growth projections portioned out by population share.

The first table will show the 20-year population projection for Columbia Shuswap Regional District.

Table 64: Regional Growth Rate
COLUMBIA SHUSWAP G RDA (CSD, BC)

REGIONAL DISTRICT PROJECTIONS	2021	2041	Regional Growth Rate
HOUSEHOLDS	24,595	33,250	35.19%

For electoral areas, population is projected by multiplying the regional projected growth rate by the electoral area population.

Table 65: Area G Projected Growth
COLUMBIA SHUSWAP G RDA (CSD, BC)

GROWTH SCENARIOS	Regional Growth Rate	Households		New Units
		2021	2041	
REGIONALLY BASED HOUSEHOLD GROWTH	35.19%	2,339	3,162.09	823.09
TOTAL NEW UNITS TO MEET HOUSEHOLD GROWTH NEEDS - 20 YEARS				823.09

Here the province estimates that Area G will require more than 823 units to accommodate projected population growth, subject to the methodological limitations described above.

Part E: Rental Vacancy

Rental vacancy rates are a reliable indicator of limited housing supply, and it is often held that a 3% vacancy rate is a 'balanced' level. When vacancy rates are below 3%, they suggest that there are more potential households seeking tenancies than there are available tenancies, and that rent will tend to rise. When vacancy rates are above 3%, rents will tend to moderate as landlords have a harder time attracting tenants.

Rental vacancy rate data is drawn from the CMHC's Primary Rental Market 2021 Vacancy Rate data, which is based on a survey of purpose-built rental landlords. As this data is collected only for population centres above 2,500, where this data is not available rental vacancy is assumed to be the provincial average (1.4%). Though this figure is drawn from purpose-built rentals only, it is assumed that the whole market, including rented condominium units, rented houses, and other small-scale residential land-lording operations follow similar trends. As such the vacancy rate is compared to the total number of rental households. Where vacancy rates already exceed 3%, this is treated as a need for 0 new units.

Table 66: Area G Vacancy
COLUMBIA SHUSWAP G RDA (CSD, BC)

	Vacancy Rate	Occupied Rate	Renter Households	Estimated Number of Units
TARGET VACANCY RATE	3.00%	97.00%	226	232.99
LOCAL VACANCY RATE	1.40%	98.60%	226	229.21
TOTAL NEW UNITS TO ACHIEVE 3% VACANCY RATE - 20 YEARS				3.78

For these purposes, the local rental vacancy rate in Area G is assumed to be the provincial average, as CMHC does not collect rental market data for rural areas, regrettably. Under this estimate, approximately 4 units are needed over the coming 20 years to bring the vacancy rate to healthy levels.

Salmon Arm was recorded by the CMHC as having a rental vacancy rate of 0.5% in October 2023, and commercial data for the area provided by CoStar suggested current rental vacancy rates are approximately 1.6%. As such the 1.4% estimate imputed for Electoral Area G is not unreasonable.

Total Assessed Housing Need

Under the Province's formula, the assessed housing need is as follows, summing all previously discussed factors:

Table 67: Area G Housing Need Total
COLUMBIA SHUSWAP G RDA (CSD, BC)

COMPONENT	5 Year Need	20 Year Need
A. EXTREME CORE HOUSING NEED	16.91	67.66
B. PERSONS EXPERIENCING HOMELESSNESS	8.23	16.46
C. SUPPRESSED HOUSEHOLD FORMATION	34.48	137.91
D. ANTICIPATED GROWTH	294.15	823.09
E. RENTAL VACANCY RATE ADJUSTMENT	0.95	3.78
F. ADDITIONAL LOCAL DEMAND	0.00	0.00
TOTAL NEW UNITS – 5 YEARS	355	
TOTAL NEW UNITS – 20 YEARS		1,049

The 5-year need calculation is for most purposes $\frac{1}{4}$ of the 20-year calculation, however, to address homelessness it is expected that those units will be 50% delivered in 5 years, while the 5-year projected growth adjustment is based upon BC Stats 5-year growth projection.

As can be seen above, the largest part of the housing needs assessment is in the 'anticipated growth' figure, accounting for the vast majority of the shortfall. This is largely based on existing demographics and projecting past migration rates into the future.

The implication is that the occupied dwelling stock must be increased by 15% over the next five years and 44% over the next twenty years over the current census dwelling count. This is quite a substantial impact on an otherwise quite rural community.

4. Previous Report Implementation

The following are actions taken by the local government, since receiving the most recent Housing Needs Reports, to reduce housing needs, as provided by CSRD staff:

- CSRD was successful in obtaining a grant through the UBCM Local Government Development Approvals Program to review their application processes and implement an online and completely digital application process for building and planning permits including applications for rezoning. This new digital application process also includes the ability for individuals to pay for their applications online as well. The new online applications went live in February 2024 as has been very successful. The CSRD is one of very few Regional Districts in the province that allows for online building and planning applications and payments to be made which makes the process much more efficient and convenient for staff and applicants.
- CSRD has undertaken a secondary dwelling units project to amend all zoning and land use bylaws to be in conformance with new provincial housing legislation to allow secondary dwelling units on all residentially zoned properties. The CSRD has also taken the extra step in allowing additional dwelling units (2+) on larger rural residential properties. These zoning amendment changes were adopted in June 2024 as required by provincial legislation and will help to create more affordable rental opportunities in the CSRD.
- CSRD has created amendments to all zoning and land use bylaws to allow for larger taller accessory buildings on residential properties to enable such structures to be used as an appropriately sized secondary dwelling unit. These changes will allow more property owners to build detached accessory structures on their properties that may also be used as a dwelling unit such as a carriage house.

5. Housing & Transportation

The following data is from the last two census regarding commuting by foot, by bicycle and by transit in the study area. Transit, for Census purposes, includes bus, train, passenger ferry and other modes, however data is self reported.

Table 68: Main Mode of Commuting for the Employed Labour Force age 15 Years and Over with a Usual Place of Work or No Fixed Workplace

	FOOT (2021)	BIKE (2021)	TRANSIT (2021)	TOTAL COMMUTERS	TOTAL SUSTAINABLE MODE SHARE
CSRD	1,690	755	110	21,620	12%
AREA A	85	0	0	1,405	6%
AREA B	10	10	0	175	6%
AREA C	56	0	0	1,184	5%
AREA D	75	0	0	1,645	5%
AREA E	35	0	0	515	7%
AREA F	70	0	0	890	8%
AREA G	89	30	0	1,705	7%
BRITISH COLUMBIA	121,550	36,790	174,045	1,873,690	17.7%

Source: Census 2016, 2021, Urbanics Consultants Ltd.

These do not reflect total use of feet, cycling, and transit to get around the community, however they do reflect a widely available statistic that is useful for comparisons, and tends to reflect the overall attractiveness of non-car transportation in each area. As can be seen approximately no one in electoral areas of the CSRD rides a bike or bus to work. The lack of transit usage is expected given the lack of service in CSRD electoral areas (however BC Transit routes 42 43 do extend into Sorrento, Blind Bay, and Eagle Bay from Salmon Arm). Cycling rates are exceptionally low outside of Area B and Area G, reflecting those areas proximity to Salmon Arm and Revelstoke.

Housing in proximity to alternative transportation can take several forms. These include:

- Locating housing near bus stops (where available)
- Locating housing near sidewalks, multi-use pathways, biking infrastructure and community trails

- Locating housing near to employment, near to commercial amenities, and near to public services such that a walking trip can be carried out within a general '15 minute' area (approximately 800- 1,200 m)

Where this requires infrastructure or service, it is important infrastructure or service be of sufficient quality to be useable and safe to the public. This requires that residents not feel uncomfortable crossing the street, or riding a bike, that the bus comes often enough to be useful for daily transportation.

The importance of locating housing close to alternative transportation lies in several benefits:

- The reduction of infrastructure burden
- Reduced traffic
- Improved safety
- Accessibility
- Public Health and wellbeing

Housing placed with alternative transportation in mind benefits the public by reducing the cost of infrastructure. A resident living within walking or cycling distance (or skiing, as the season may be!) is one that may potentially not drive to work, reducing traffic congestion and wear and tear on the roads, reducing demand for parking at public and private amenities as well as job sites. A multi-use pathway is much smaller and lower maintenance than a two-lane roadway, so that even if usage might be much less, the overall burden on the public can be reduced.

Additionally, the burden of water runoff is reduced. Multi-use pathways require much less hard-surface pavement per user and divert less rainfall and snowmelt out of the soil, reducing the burden per user of stormwater management requirements such as sewers, culverts, ditches, and drains.

With respect to safety, a walker or cyclist or transit rider is another vehicle not on the road. According to Transport Canada there are 257.1 injuries per billion vehicle kilometres on British Columbia roads. Generally, safety statistics for bus

riders are much better due to large vehicles that are professionally driven. Pedestrians and cyclist safety is a concern; however, this can be improved with better infrastructure and tend to improve with greater usage. Additionally, s housing to make cycling or walking easier tends to shorten trips, reducing exposure to hazard.

Accessibility can be improved through making walking, cycling, and transportation more attractive to residents of new homes. For starters, many disabilities preclude driving. Users of wheelchairs benefit from better sidewalks and multi-use pathways. Residents who need to drive benefit from reduced overall traffic congestion.

Lastly, locating housing to encourage pedestrianism and cycling encourage more physical activity, which can reduce the burden on the healthcare system as well as improve mood and fitness. Pedestrians and cyclists are found to be good potential customers by many businesses, as they can better interact with the street front.

The best way to help pedestrians, cyclists, and transit riders is make it easier to build infill housing in existing communities which already have shops, public services, schools, and places of work.

Presently, some further commute information on CSRD communities is presented below:

Table 69: Further Commuting Statistics for CSRD

	% COMMUTING WITHIN CENSUS DIVISION OF RESIDENCE	% WITH COMMUTE DURATION UNDER 15 MINUTES	% WITH COMMUTE DURATION UNDER 30 MINUTES	TOTAL COMMUTERS
CSRD	65.0	55.3	78.8	21,620
AREA A	11.5	40.9	75.4	1,405
AREA B	0.00	42.9	80.0	175
AREA C	28.0	26	61	838
AREA D	16.3	22.8	55.6	1,645
AREA E	30.5	44.7	72.9	515
AREA F	47.5	38.8	61.8	890
AREA G	38.0	30	65	1,281

Source: Census 2021, Urbanics Consultants Ltd.

The Rural Context

This proposition is challenging in rural areas. Population densities are by definition low, meaning that there are fewer users and taxpayers to support a given meter of sidewalk or bike lane or bus route. With lower overall rates of use, these utilities are less attractive for rural taxpayers to provide. Additionally, regional and local government is constrained by Provincial agencies' control over much of the rural road network and of BC Transit services.

That said, it should not be understated that the Regional District can support non-car transportation by leveraging walking-distance proximity, even in small communities and unincorporated built-up areas. This can be supported through land use controls making local servicing retail in unincorporated built-up communities. A community such as Sorrento is possessed of several restaurants, cafes, bakeries and convenience stores which are at a walkable distance at the scale of the community. If planning regulations can facilitate such enterprises in other rural communities, then there will be more opportunities to locate housing in the context of walking opportunities, however small they might be.

Once established and sustained, such walkable amenities make other walkable amenities more viable, creating a virtuous cycle of improving foot traffic and comfort and greater justification for pedestrian facilities. Improvements do not need to be about creating the perfect walkable transitable urbanism while still creating meaningful ease of use.

Appendix 1: Additional Demographic & Housing Statistics

This data is from Statistics Canada Census data (2006-2021) and National Household Survey (2011) unless otherwise specified

Local Economy

Table 70: Local Labour Force by Industry (NAICS Codes)

Labour Force by Industry, 2021	Area A	Area B	Area C	Area D	Area E	Area F	Area G
Total labour force	1,920	270	1,508	2,145	710	1,275	2,264
Industry - not applicable	30	0	1	25	0	50	44
All industries	1,895	265	1,490	2,115	695	1,220	2,213
11 Agriculture; forestry; fishing and hunting	155	30	92	265	50	105	138
21 Mining; quarrying; and oil and gas extraction	40	0	31	70	0	25	54
22 Utilities	0	0	0	15	0	15	0
23 Construction	290	50	311	375	100	330	333
31-33 Manufacturing	160	45	117	270	120	85	137
Goods producing industries	645	125	551	995	270	560	539
41 Wholesale trade	20	0	21	10	10	10	10
44-45 Retail trade	165	10	168	155	60	155	158
48-49 Transportation and warehousing	190	15	51	50	30	50	79
51 Information and cultural industries	20	0	19	20	0	20	0
52 Finance and insurance	25	0	20	20	0	20	0
53 Real estate and rental and leasing	20	30	20	45	35	45	10
54 Professional; scientific and technical services	95	10	65	70	30	70	61
55 Management of companies and enterprises	0	0	0	0	0	0	0
56 Admin & support; waste mgmt. & remediation	125	25	52	100	70	100	44
61 Educational services	95	0	63	60	30	60	11
62 Health care and social assistance	165	30	153	95	50	95	10

71 Arts; entertainment and recreation	150	10	10	60	40	60	30
72 Accommodation and food services	190	35	67	140	115	140	28
81 Other services (except public administration)	90	10	57	80	35	80	50
91 Public administration	65	0	57	35	45	35	4
Services producing industries	1,415	175	823	940	550	940	495

Table 71: Employment by Major Sector

Major Economic Sectors	CSRD				BC			
	2006	2011	2016	2021	2006	2011	2016	2021
Tourism	3,370 (13%)	3,640 (15%)	3,875 (15%)	4,545 (15%)	287,875 (13%)	298,780 (13%)	332,215 (14%)	359,555 (13%)
Business finance and management	1,180 (5%)	1,180 (5%)	1,165 (5%)	1,325 (4%)	137,740 (6%)	149,075 (6%)	153,115 (6%)	172,620 (6%)
Public services	5,320 (21%)	6,250 (26%)	5,870 (23%)	7,900 (26%)	582,185 (27%)	672,880 (29%)	691,225 (28%)	849,645 (30%)
Manufacturing and innovation	9,155 (36%)	7,365 (30%)	8,050 (32%)	10,040 (33%)	612,080 (28%)	596,340 (26%)	645,350 (27%)	773,980 (27%)
Trade services	4,960 (20%)	4,680 (19%)	4,975 (20%)	5,545 (18%)	454,725 (21%)	475,490 (21%)	493,640 (20%)	573,660 (20%)
Other services	1,205 (5%)	1,195 (5%)	1,165 (5%)	1,480 (5%)	109,485 (5%)	112,745 (5%)	112,330 (5%)	126,430 (4%)
Total	25,190	24,310	25,100	30,835	2,184,090	2,305,310	2,427,875	2,855,890

Education

Table 72: Education Levels

2021 Census Educational Attainment	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD	
		%		%		%		%		%		%		%		%
Population 15 years and over by Educational Attainment	2,810		535		3,035		3,710		1,215		2,850		4,757		47,905	
No certificate, diploma or degree	385	14%	120	22%	525	17%	760	20%	310	26%	410	14%	649	14%	7,510	16%
High (secondary) school diploma or equivalency certificate	950	34%	150	28%	937	31%	1,335	36%	375	31%	975	34%	1,622	34%	15,055	31%
Postsecondary certificate, diploma or degree	1,480	53%	265	50%	1,573	52%	1,610	43%	530	44%	1,465	51%	2,471	52%	25,340	53%
Postsecondary certificate or diploma below bachelor level	905	32%	165	31%	1,216	40%	1,265	34%	410	34%	1,185	42%	1,823	38%	17,405	36%
Apprenticeship or trades certificate or diploma	310	11%	70	13%	444	15%	550	15%	205	17%	425	15%	681	14%	6,055	13%
Non-apprenticeship trades certificate or diploma	115	4%	15	3%	126	4%	200	5%	95	8%	170	6%	239	5%	2,325	5%
Apprenticeship certificate	195	7%	60	11%	313	10%	350	9%	105	9%	255	9%	431	9%	3,730	8%
College, CEGEP or other non-university certificate or diploma	525	19%	85	16%	658	22%	660	18%	175	14%	690	24%	991	21%	9,970	21%
University certificate or diploma below bachelor level	65	2%	10	2%	98	3%	60	2%	30	2%	70	2%	162	3%	1,380	3%
Bachelor's degree or higher	575	20%	100	19%	364	12%	345	9%	120	10%	280	10%	641	13%	7,940	17%
Bachelor's degree	415	15%	90	17%	231	8%	210	6%	95	8%	215	8%	458	10%	5,510	12%
University certificate or diploma above bachelor level	25	1%	10	2%	37	1%	15	0%	15	1%	25	1%	48	1%	610	1%

Degree in medicine, dentistry, veterinary medicine or optometry	25	1%	0	0%	0	0%	10	0%	0	0%	0	0%	0	0%	220	0%
Master's degree	95	3%	0	0%	73	2%	85	2%	0	0%	35	1%	122	3%	1,450	3%
Earned doctorate	10	0%	0	0%	0	0%	25	1%	0	0%	0	0%	0	0%	0	0%

Commute

Table 73: Commute Destination by Area

2021 Census Commuting Destination by Sex	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Employed Labour Force 15 years and over in Private Households with a Usual Place of Work by Commuting Destination	1,000		130		838		1,195		410		600		1,281		16,825		1,500,215	
Commute within census subdivision (CSD*) of residence	115	12%	0	0%	238	28%	195	16%	125	30%	285	48%	487	38%	10,935	65%	774,620	52%
Commute to a different census subdivision (CSD) within census division (CD**) of residence	775	78%	105	81%	426	51%	460	38%	250	61%	135	23%	503	39%	3,535	21%	638,825	43%
Commute to a different census subdivision (CSD) and census division (CD) within province or territory of residence	30	3%	15	12%	142	17%	540	45%	30	7%	170	28%	243	19%	1,995	12%	77,845	5%
Commute to a different province or territory	85	9%	0	0%	21	2%	0	0%	0	0%	15	3%	49	4%	360	2%	8,920	1%

Demographics

Table 74: Population by Age and Sex

2021 Census Population by Age and Sex	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
2021 Population by Age	3,325		660		3,450		4,405		1,390		3,200		5,460		57,020		5,000,880	
0 to 4 years	135	4%	20	3%	129	4%	205	5%	55	4%	80	3%	166	3%	2,330	4%	216,820	4%
5 to 9 years	150	5%	35	5%	144	4%	270	6%	50	4%	110	3%	196	4%	2,720	5%	244,295	5%
10 to 14 years	165	5%	25	4%	143	4%	255	6%	65	5%	100	3%	212	4%	2,825	5%	255,790	5%
15 to 19 years	105	3%	25	4%	148	4%	200	5%	50	4%	75	2%	162	3%	2,455	4%	253,690	5%
20 to 24 years	115	3%	15	2%	110	3%	155	4%	40	3%	65	2%	150	3%	2,080	4%	294,650	6%
25 to 29 years	200	6%	40	6%	107	3%	225	5%	50	4%	90	3%	142	3%	2,830	5%	337,085	7%
30 to 34 years	235	7%	50	8%	132	4%	240	5%	60	4%	110	3%	178	3%	3,470	6%	358,585	7%
35 to 39 years	285	9%	40	6%	180	5%	255	6%	65	5%	135	4%	235	4%	3,550	6%	353,350	7%
40 to 44 years	305	9%	45	7%	163	5%	260	6%	70	5%	110	3%	247	5%	3,465	6%	319,740	6%
45 to 49 years	210	6%	30	5%	149	4%	240	5%	75	5%	120	4%	216	4%	2,950	5%	310,035	6%
50 to 54 years	190	6%	45	7%	213	6%	285	6%	110	8%	195	6%	302	6%	3,300	6%	329,000	7%
55 to 59 years	265	8%	65	10%	383	11%	390	9%	130	9%	325	10%	496	9%	4,415	8%	356,345	7%
60 to 64 years	330	10%	85	13%	413	12%	440	10%	195	14%	430	13%	732	13%	5,485	10%	355,130	7%
65 to 69 years	250	8%	70	11%	377	11%	360	8%	145	10%	510	16%	693	13%	5,030	9%	319,405	6%
70 to 74 years	205	6%	30	5%	300	9%	290	7%	105	8%	395	12%	604	11%	4,090	7%	272,365	5%
75 to 79 years	100	3%	25	4%	190	5%	180	4%	75	5%	200	6%	405	7%	2,775	5%	181,075	4%
80 to 84 years	60	2%	10	2%	93	3%	105	2%	20	1%	80	3%	182	3%	1,660	3%	121,065	2%
85 to 89 years	20	1%	10	2%	39	1%	45	1%	20	1%	45	1%	66	1%	1,025	2%	74,320	1%
90 to 94 years	10	0%	0	0%	20	1%	10	0%	0	0%	0	0%	20	0%	445	1%	36,835	1%
95 to 99 years	0	0%	0	0%	0	0%	5	0%	0	0%	10	0%	0	0%	105	0%	9,790	0%
100 years and over	0	0%	0	0%	0	0%	0	0%	0	0%	5	0%	0	0%	15	0%	1,515	0%
0 to 14 years	455	14%	85	13%	434	13%	730	17%	170	12%	280	9%	575	11%	7,875	14%	716,900	14%
15 to 64 years	2,230	67%	445	67%	1,987	58%	2,685	61%	845	61%	1,665	52%	2,875	53%	34,005	60%	3,267,620	65%
65 years and over	645	19%	140	21%	1,009	29%	985	22%	370	27%	1,255	39%	2,019	37%	15,145	27%	1,016,360	20%

85 years and over	25	1%	15	2%	65	2%	60	1%	25	2%	60	2%	105	2%	1,590	3%	122,460	2%
Average Age	44.4		46.8		49.3		44.7		48.5		54.0		52.1		46.7		43.1	
Median Age	44.5		50.8		56.3		48.0		55.0		60.9		60.0		49.7		42.9	
Dominant Age Group	60 to 64 years		60 to 64 years		60 to 64 years		60 to 64 years		60 to 64 years		65 to 69 years		60 to 64 years		60 to 64 years		30 to 34 years	

Table 75: Age Breakdown

CSRD Population	2006	2011	2016	2021
Under 15 years old	7,740 (16%)	7,075 (14%)	7,025 (14%)	7,870 (14%)
15 to 64 years old	32,545 (66%)	32,685 (66%)	31,400 (63%)	34,005 (60%)
65 years and older	8,865 (18%)	9,805 (20%)	11,765 (23%)	15,145 (27%)
Total	49,150	49,570	50,195	57,025
Population growth rate				
5-year growth rate		0.85%	1.26%	13.61%
Annual average growth rate 2006 to 2021		1.00%		

BC Population	2006	2011	2016	2021
Under 15 years old	678,740 (17%)	677,620 (16%)	689,860 (15%)	716,900 (14%)
15 to 64 years old	2,809,730 (69%)	3,001,335 (69%)	3,074,965 (67%)	3,267,620 (65%)
65 years and older	566,135 (14%)	645,505 (15%)	795,410 (17%)	1,016,365 (20%)
Total	4,054,605	4,324,455	4,560,240	5,000,880
Population growth rate				
5-year growth rate		6.66%	5.45%	9.66%
Annual average growth rate 2006 to 2016		1.41%		

Table 76: Household Size

2021 Census Households	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Private Households by Household Size	1,490		295		1,578		1,805		650		1,560		2,410		24,595		2,041,835	
1 person	430	29%	95	32%	410	26%	445	25%	215	33%	505	32%	555	23%	6,945	28%	600,705	29%
2 persons	670	45%	125	42%	765	48%	770	43%	285	44%	755	48%	1,319	55%	10,470	43%	719,865	35%
3 persons	180	12%	30	10%	169	11%	225	12%	75	12%	135	9%	241	10%	3,100	13%	296,200	15%
4 persons	145	10%	35	12%	143	9%	210	12%	45	7%	105	7%	197	8%	2,605	11%	256,700	13%
5 or more persons	65	4%	15	5%	105	7%	150	8%	35	5%	55	4%	120	5%	1,475	6%	168,355	8%
Persons in households	3,260		655		3,580		4,360		1,375		3,165		5,286		55,765		4,915,945	
Persons per household	2.2		2.2		2.3		2.4		2.1		2.0		2.2		2.3		2.4	

Table 77: Households by type

2021 Census Households	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Private Households by Household Type	1,495		295		1,588		1,800		655		1,560		2,415		24,595		2,041,830	
One-census-family households Without children in a census family	915	61%	165	56%	1,032	65%	1,150	64%	375	57%	920	59%	1,642	68%	14,890	61%	1,157,520	57%
With children in a census family	570	38%	105	36%	682	43%	650	36%	230	35%	685	44%	1,197	50%	8,695	35%	538,825	26%
Multiple-census-family households	10	1%	0	0%	14	1%	15	1%	5	1%	15	1%	16	1%	185	1%	20,325	1%
Non-census-family households	505	34%	115	39%	443	28%	515	29%	245	38%	560	36%	641	27%	8,065	33%	709,275	34%
One-person households	430	29%	95	32%	397	25%	445	25%	215	33%	505	32%	572	24%	6,950	28%	600,705	29%
Two-or-more person non-census-family households	75	5%	20	7%	46	3%	70	4%	30	5%	55	4%	69	3%	1,115	5%	108,570	5%

Household Income

Table 78: Household Income (2020)

2021 Census Household & Family Overview	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Households	1,495		295		1,588		1,800		655		1,560		2,415		24,595		2,041,830	
Persons in private households	3,260		655		3,580		4,360		1,375		3,165		5,286		55,765		4,915,945	
Persons per household	2.2		2.2		2.3		2.4		2.1		2.0		2.2		2.3		2.4	
Private Households by Income	1,490		300		1,583		1,805		650		1,560		2,410		24,595		2,041,835	
Under \$5,000	15	1%	10	3%	19	1%	25	1%	5	1%	15	1%	16	1%	215	1%	30,080	1%
\$5,000 to \$9,999	10	1%	0	0%	4	0%	10	1%	0	0%	5	0%	6	0%	100	0%	13,160	1%
\$10,000 to \$14,999	15	1%	5	2%	9	1%	35	2%	5	1%	20	1%	1	0%	230	1%	19,290	1%
\$15,000 to \$19,999	20	1%	10	3%	48	3%	45	2%	25	4%	50	3%	57	2%	555	2%	41,735	2%
\$20,000 to \$24,999	55	4%	5	2%	83	5%	100	6%	40	6%	110	7%	102	4%	1,200	5%	82,340	4%
\$25,000 to \$29,999	35	2%	10	3%	64	4%	55	3%	45	7%	65	4%	71	3%	890	4%	63,830	3%
\$30,000 to \$34,999	50	3%	15	5%	73	5%	55	3%	35	5%	70	4%	77	3%	900	4%	64,895	3%
\$35,000 to \$39,999	45	3%	10	3%	67	4%	90	5%	45	7%	65	4%	123	5%	1,045	4%	75,105	4%
\$40,000 to \$44,999	60	4%	10	3%	68	4%	80	4%	35	5%	65	4%	117	5%	1,070	4%	73,975	4%
\$45,000 to \$49,999	70	5%	15	5%	51	3%	90	5%	35	5%	80	5%	109	5%	1,055	4%	73,180	4%
\$50,000 to \$59,999	110	7%	15	5%	129	8%	175	10%	60	9%	155	10%	216	9%	1,990	8%	144,895	7%
\$60,000 to \$69,999	85	6%	35	12%	123	8%	140	8%	55	8%	135	9%	207	9%	1,845	8%	139,140	7%
\$70,000 to \$79,999	120	8%	15	5%	101	6%	130	7%	45	7%	110	7%	179	7%	1,765	7%	131,840	6%
\$80,000 to \$89,999	125	8%	20	7%	95	6%	95	5%	50	8%	110	7%	160	7%	1,635	7%	122,530	6%
\$90,000 to \$99,999	120	8%	15	5%	91	6%	95	5%	30	5%	120	8%	149	6%	1,475	6%	112,775	6%
\$100,000 to \$124,999	170	11%	35	12%	154	10%	210	12%	50	8%	135	9%	276	11%	2,815	11%	235,680	12%
\$125,000 to \$149,999	140	9%	30	10%	128	8%	155	9%	45	7%	75	5%	177	7%	2,050	8%	178,970	9%
\$150,000 to \$199,999	155	10%	20	7%	134	8%	140	8%	25	4%	105	7%	201	8%	2,235	9%	221,175	11%
\$200,000 and over	95	6%	20	7%	130	8%	70	4%	15	2%	75	5%	140	6%	1,530	6%	217,240	11%
Average Income	\$ 93,400		\$ 98,000		\$ 93,392		\$ 87,900		\$ 75,200		\$ 81,700		\$ 89,516		\$ 92,000		\$ 108,600	

Median Income	\$ 84,600	\$ 75,000	\$ 74,720	\$ 69,821	\$ 58,750	\$ 66,111	\$ 75,021	\$ 76,827	\$ 85,505
Per Capita Income	\$ 42,689	\$ 44,885	\$ 41,299	\$ 36,390	\$ 35,549	\$ 40,269	\$ 40,814	\$ 40,576	\$ 45,107

Housing Stock

Table 79: Private Dwellings

2021 Census Dwellings	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Private Households by Tenure	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
Owner	1,210	81%	215	73%	1,326	87%	1,460	81%	550	84%	1,400	90%	2,248	91%	19,640	80%	1,363,190	67%
Renter	280	19%	90	31%	202	13%	340	19%	100	15%	165	11%	233	9%	4,890	20%	669,450	33%
Dwelling provided by the local government, First Nation or Indian band	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	65	0%	9,190	0%
Occupied Private Dwellings by Structure Type	1,495		300		1,580		1,805		650		1,560		2,414		24,595		2,041,835	
Single-detached house	1,230	82%	275	92%	1,381	87%	1,435	80%	510	78%	1,300	83%	2,038	84%	17,810	72%	866,340	42%
Semi-detached house	15	1%	10	3%	9	1%	15	1%	0	0%	20	1%	81	3%	655	3%	62,890	3%
Row house	10	1%	0	0%	4	0%	5	0%	0	0%	10	1%	26	1%	1,050	4%	168,590	8%
Apartment or flat in a duplex	40	3%	0	0%	5	0%	50	3%	0	0%	5	0%	0	0%	980	4%	249,835	12%
Apartment in a building that has fewer than five storeys	75	5%	0	0%	0	0%	25	1%	5	1%	5	0%	25	1%	1,900	8%	417,475	20%
Apartment in a building that has five or more storeys	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	45	0%	221,845	11%
Other single-attached house	0	0%	0	0%	0	0%	5	0%	5	1%	5	0%	5	0%	70	0%	3,760	0%
Movable dwelling	115	8%	15	5%	171	11%	275	15%	135	21%	215	14%	229	9%	2,075	8%	51,100	3%
Occupied Private Dwellings by Period of Construction	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
1960 or before	165	11%	15	5%	151	10%	195	11%	70	11%	80	5%	119	5%	2,695	11%	256,175	13%
1961 to 1980	495	33%	105	36%	300	20%	585	33%	275	42%	400	26%	580	24%	7,915	32%	550,690	27%
1981 to 1990	205	14%	60	20%	187	12%	310	17%	65	10%	225	14%	233	9%	3,025	12%	289,940	14%
1991 to 2000	220	15%	40	14%	400	26%	290	16%	115	18%	425	27%	655	27%	4,685	19%	336,315	16%
2001 to 2005	95	6%	20	7%	117	8%	95	5%	20	3%	120	8%	262	11%	1,395	6%	122,855	6%
2006 to 2010	90	6%	40	14%	218	14%	160	9%	55	8%	125	8%	317	13%	2,050	8%	164,165	8%
2011 to 2015	85	6%	0	0%	58	4%	40	2%	25	4%	100	6%	87	4%	1,035	4%	135,725	7%
2016 to 2021	135	9%	20	7%	94	6%	120	7%	35	5%	95	6%	206	8%	1,790	7%	185,965	9%
Dominant Period of Construction	1961 to 1980		1961 to 1980		1991 to 2000		1961 to 1980		1961 to 1980		1991 to 2000		1991 to 2000		1961 to 1980		1961 to 1980	
Occupied Private Dwellings by Condominium Status	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
Condominium	25	2%	0	0%	0	0%	15	1%	0	0%	40	3%	90	4%	1,865	8%	482,755	24%

Not condominium	1,465	98%	295	100%	1,509	99%	1,790	99%	650	99%	1,525	98%	2,374	96%	22,730	92%	1,559,075	76%
Occupied Private Dwellings by Number of Bedrooms	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
No bedrooms	0	0%	0	0%	17	1%	0	0%	10	2%	0	0%	3	0%	115	0%	30,855	2%
1 bedroom	135	9%	50	17%	83	5%	130	7%	65	10%	220	14%	87	4%	2,135	9%	354,020	17%
2 bedrooms	480	32%	55	19%	313	20%	465	26%	175	27%	470	30%	537	22%	6,570	27%	569,180	28%
3 bedrooms	495	33%	135	46%	578	38%	625	35%	285	44%	565	36%	1,051	43%	8,390	34%	539,910	26%
4 or more bedrooms	370	25%	55	19%	529	35%	585	33%	115	18%	300	19%	785	32%	7,385	30%	547,870	27%
Occupied Private Dwellings by Number of Rooms	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
1 to 4 rooms	360	24%	80	27%	297	19%	310	17%	155	24%	390	25%	308	12%	5,615	23%	766,380	38%
5 rooms	285	19%	65	22%	187	12%	355	20%	145	22%	300	19%	328	13%	4,120	17%	300,895	15%
6 rooms	265	18%	35	12%	248	16%	330	18%	105	16%	290	19%	442	18%	3,830	16%	248,045	12%
7 rooms	175	12%	30	10%	224	15%	275	15%	110	17%	210	13%	356	14%	3,115	13%	205,105	10%
8 or more rooms	405	27%	85	29%	558	37%	530	29%	145	22%	370	24%	1,026	42%	7,920	32%	521,410	26%

Suitability & Adequacy

Table 80: Suitability & Adequacy

2021 Census Dwellings	Area A		Area B		Area C		Area D		Area E		Area F		Area G		CSRD		BC	
		%		%		%		%		%		%		%		%		%
Occupied Private Dwellings by Dwelling Condition	1,490		295		1,528		1,800		655		1,560		2,466		24,595		2,041,835	
Only regular maintenance or minor repairs needed	1,325	89%	295	100%	1,430	94%	1,630	91%	595	91%	1,475	95%	2,354	95%	22,925	93%	1,922,640	94%
Major repairs needed (Inadequate)	170	11%	0	0%	98	6%	170	9%	60	9%	90	6%	97	4%	1,675	7%	119,195	6%
Suitable	1,430	96%	295	100%	1,494	98%	1,750	97%	610	93%	1,545	99%	2,440	99%	23,945	97%	1,919,140	94%
Not suitable	65	4%	0	0%	39	3%	55	3%	40	6%	10	1%	16	1%	650	3%	122,700	6%

Shelter costs to Income Ratios

Table 81: Shelter cost to income ratios

Shelter-cost-to-income ratios	Area A	Area B	Area C	Area D	Area E	Area F	Area G	CSRD	BC
Owner and Tenant Households with Incomes > \$0 , in non-farm, non-reserve private dwellings by shelter-cost-to-income ratio	1,415	285	1,580	1,625	630	1,500	2,410	23,400	1,915,755
Spending <30% of Income on Shelter Costs	1,255	265	1,322	1,410	550	1,365	2,017	20,025	1,530,185
Spending 30% or more of Income on Shelter Costs	160	20	258	215	80	135	393	3,375	385,570
Owner Households in Non-Farm Non-Reserve Private Dwellings	1,175	210	1,419	1,355	540	1,380	2,164	19,280	1,353,695
Owner Households with a Mortgage	640	90	653	730	245	570	996	9,865	773,665
Owner Households Spending 30% or more of Income on Shelter Costs	8%	0%	199	10%	14%	8%	303	11%	15%
Average Monthly Shelter Costs for Owned Dwellings (\$)	\$1,138 \$480,000	\$1,120 \$800,000	\$1,031	\$1,166 \$500,000	\$872 \$448,000	\$855 \$420,000	\$1,031	\$1,150 \$500,000	\$1,654 \$785,000
Median Value of Dwellings (\$)	0	0		0	0	0			
Tenant Households in Non-Farm Non-Reserve Private Dwellings	275	85	161	325	90	145	246	4,700	624,625
Tenant Households in Subsidized Housing	0.0%	0.0%	10	6.2%	0.0%	0.0%	15	11.9%	11.8%
Tenant Households Spending 30% or more of Income on Shelter Costs	24%	0%	64	28%	0%	14%	98	28%	30%
Average Monthly Shelter Costs for Rented Dwellings (\$)	\$910	\$1,280	\$1,112	\$1,156	\$940	\$940	\$1,112	\$1,151	\$1,492

Core Housing Need

Table 82: Core Housing Need over time

Core Housing Need	Area A	Area B	Area C	Area D	Area E	Area F	Area G	CSRD	BC
Unaffordable Housing (%)	14.1	10.0	16.3	19.7	18.6	12.3	16.3	17.5	25.5
Inadequate Housing (%)	11.4	0.0	5.4	9.4	9.2	5.8	5.4	6.8	5.8
Unsuitable Housing (%)	4.4	0.0	1.6	3.1	6.1	0.6	1.6	2.6	6.0
Core Housing Need (%)	15.5	0.0	6.3	7.4	22.2	9.7	6.3	7.6	13.4
Extreme Core Housing Need (%)	2.1	0.0	3.0	3.9	4.6	0	2.8	4.4	7.0
Number of Households In Core Need	220	0	99	120	140	145	152	1,775	257,090
Extreme Core Housing Need (Count)	30	0	47	70	30	0	68	1,025	134,625

Housing Market Characteristics

Table 83: Monthly Shelter Cost of Dwellings

Monthly Shelter Cost									
Rented Dwellings	Area A	Area B	Area C	Area D	Area E	Area F	Area G	CSRD	BC
Median	\$ 1,000	\$ 1,420	\$ 1,000	\$ 1,000	\$ 860	\$ 850	\$ 1,000	\$ 1,040	\$ 1,370
Average	\$ 910	\$ 1,280	\$ 1,112	\$ 1,156	\$ 940	\$ 940	\$ 1,112	\$ 1,155	\$ 1,492
Owned Dwellings									
Median	\$ 870	\$ 655	\$ 616	\$ 880	\$ 604	\$ 584	\$ 616	\$ 820	\$ 1,320
Average	\$ 1,138	\$ 1,120	\$ 1,031	\$ 1,166	\$ 872	\$ 855	\$ 1,030	\$ 1,157	\$ 1,668

Appendix 2: Detailed Housing Needs Calculations

These figures are to provide detailed calculations for 'suppressed households.'

Area A

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	0	10
25 TO 34 YEARS	160	40
35 TO 44 YEARS	175	105
45 TO 54 YEARS	355	20
55 TO 64 YEARS	235	20
65 TO 74 YEARS	105	0
75 YEARS AND OVER	80	0

The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	10	15
25 TO 34 YEARS	125	65
35 TO 44 YEARS	280	60
45 TO 54 YEARS	145	50

55 TO 64 YEARS	295	50
65 TO 74 YEARS	225	35
75 TO 84 YEARS	115	0
85 YEARS AND OVER	15	0

The below table will compare these Census years.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	170		145	
	20 to 24 years	135	305	110	255
25 TO 34 YEARS	25 to 29 years	195		150	
	30 to 34 years	220	415	240	390
35 TO 44 YEARS	35 to 39 years	215		280	
	40 to 44 years	255	470	345	625
45 TO 54 YEARS	45 to 49 years	320		205	
	50 to 54 years	265	585	150	355
55 TO 64 YEARS	55 to 59 years	235		255	
	60 to 64 years	170	405	305	560
65 TO 74 YEARS	65 to 69 years	135		220	
	70 to 74 years	55	190	200	420
75 YEARS AND OVER	75 to 79 years	85		115	
	80 to 84 years	20	135	70	205
	85 years and over	30		20	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	0	10	305	0.00%	3.28%
25 TO 34 YEARS	160	40	415	38.55%	9.64%
35 TO 44 YEARS	175	105	470	37.23%	22.34%
45 TO 54 YEARS	355	20	585	60.68%	3.42%
55 TO 64 YEARS	235	20	405	58.02%	4.94%
65 TO 74 YEARS	105	0	190	55.26%	0.00%
75 YEARS AND OVER	80	0	135	59.26%	0.00%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population	2021 Potential Households	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	0.00%	3.28%	255	0.00	8.36
25 TO 34 YEARS	38.55%	9.64%	390	150.36	37.59
35 TO 44 YEARS	37.23%	22.34%	625	232.71	139.63
45 TO 54 YEARS	60.68%	3.42%	355	215.43	12.14
55 TO 64 YEARS	58.02%	4.94%	560	324.94	27.65
65 TO 74 YEARS	55.26%	0.00%	420	232.11	0.00
75 YEARS AND OVER	59.26%	0.00%	205	121.48	0.00

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP A RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	0	8.36	10	15	-10	-6.64	0
25 TO 34 YEARS	150.36	37.59	125	65	25.36	-27.41	0
35 TO 44 YEARS	232.71	139.63	280	60	-47.29	79.63	32.34
45 TO 54 YEARS	215.43	12.14	145	50	70.43	-37.86	32.56
55 TO 64 YEARS	324.94	27.65	295	50	29.94	-22.35	7.59
65 TO 74 YEARS	232.11	0	225	35	7.11	-35	0
75 YEARS AND OVER	121.48	0	130	0	-8.52	0	0
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							72.5

Area B

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	0	15
25 TO 34 YEARS	10	0
35 TO 44 YEARS	45	0
45 TO 54 YEARS	85	0

55 TO 64 YEARS	30	15
65 TO 74 YEARS	30	10
75 YEARS AND OVER	45	0

The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	0	0
25 TO 34 YEARS	0	35
35 TO 44 YEARS	30	20
45 TO 54 YEARS	30	0
55 TO 64 YEARS	60	20
65 TO 74 YEARS	75	0
75 TO 84 YEARS	10	0
85 YEARS AND OVER	0	0

The below table will compare these Census years.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	80	100	20	20
	20 to 24 years	20		0	
25 TO 34 YEARS	25 to 29 years	15	25	75	85

35 TO 44 YEARS	30 to 34 years	10	100	10	85
	35 to 39 years	55		45	
45 TO 54 YEARS	40 to 44 years	45	155	40	65
	45 to 49 years	80		20	
55 TO 64 YEARS	50 to 54 years	75	75	45	140
	55 to 59 years	45		70	
65 TO 74 YEARS	60 to 64 years	30	40	70	135
	65 to 69 years	20		100	
75 YEARS AND OVER	70 to 74 years	20	155	35	0
	75 to 79 years	25		0	
	80 to 84 years	15		0	
	85 years and over	15		0	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	0	15	100	0.00%	15.00%
25 TO 34 YEARS	10	0	25	40.00%	0.00%
35 TO 44 YEARS	45	0	100	45.00%	0.00%
45 TO 54 YEARS	85	0	155	54.84%	0.00%
55 TO 64 YEARS	30	15	75	40.00%	20.00%
65 TO 74 YEARS	30	10	40	75.00%	25.00%
75 YEARS AND OVER	45	0	55	81.82%	0.00%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population Total	2021 Potential Households	
	Owner	Renter		Owner	Renter
15 TO 24 YEARS	0.00%	15.00%	20	0	3
25 TO 34 YEARS	40.00%	0.00%	85	34	0
35 TO 44 YEARS	45.00%	0.00%	85	38.25	0
45 TO 54 YEARS	54.84%	0.00%	65	35.65	0
55 TO 64 YEARS	40.00%	20.00%	140	56	28
65 TO 74 YEARS	75.00%	25.00%	135	101.25	33.75
75 YEARS AND OVER	81.82%	0.00%	0	0	0

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP B RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	0	3	0	0	0	3	3
25 TO 34 YEARS	34	0	0	35	34	-35	0
35 TO 44 YEARS	38.25	0	30	20	8.25	-20	0
45 TO 54 YEARS	35.65	0	30	0	5.65	0	5.65
55 TO 64 YEARS	56	28	60	20	-4	8	4
65 TO 74 YEARS	101.25	33.75	75	0	26.25	33.75	60
75 YEARS AND OVER	0	0	10	0	-10	0	0

TOTAL NEW UNITS TO
MEET SUPPRESSED
HOUSING NEED - 20
YEARS

72.65

Area C

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	25	35
25 TO 34 YEARS	160	50
35 TO 44 YEARS	300	65
45 TO 54 YEARS	630	40
55 TO 64 YEARS	925	15
65 TO 74 YEARS	685	20
75 YEARS AND OVER	395	45

The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	-	-
25 TO 34 YEARS	71.10	62.90
35 TO 44 YEARS	163.70	31.30
45 TO 54 YEARS	153.22	22.78
55 TO 64 YEARS	431.95	34.05

65 TO 74 YEARS	361.59	30.41
75 TO 84 YEARS	186.58	3.42
85 YEARS AND OVER	37.00	-

The below table will compare these Census years.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	330	615	164	283
	20 to 24 years	285		119	
25 TO 34 YEARS	25 to 29 years	260	475	117	258
	30 to 34 years	215		141	
35 TO 44 YEARS	35 to 39 years	250	800	193	372
	40 to 44 years	550		179	
45 TO 54 YEARS	45 to 49 years	615	1,256	160	390
	50 to 54 years	650		230	
55 TO 64 YEARS	55 to 59 years	810	1,645	407	847
	60 to 64 years	835		440	
65 TO 74 YEARS	65 to 69 years	715	1,205	395	715
	70 to 74 years	490		320	
75 YEARS AND OVER	75 to 79 years	285	620	201	364
	80 to 84 years	220		98	
	85 years and over	115		65	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	25	35	615	4.07%	5.69%
25 TO 34 YEARS	160	50	475	33.68%	10.53%
35 TO 44 YEARS	300	65	800	37.50%	8.12%
45 TO 54 YEARS	630	40	1,265	49.80%	3.16%
55 TO 64 YEARS	925	15	1,645	56.23%	0.91%
65 TO 74 YEARS	685	20	1,205	56.85%	1.66%
75 YEARS AND OVER	395	45	620	63.71%	7.26%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population	2021 Potential Households	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	4.07%	5.69%	283	11.52	16.10
25 TO 34 YEARS	33.68%	10.53%	258	86.89	27.17
35 TO 44 YEARS	37.50%	8.12%	372	139.50	30.21
45 TO 54 YEARS	49.80%	3.16%	390	194.22	12.32
55 TO 64 YEARS	56.23%	0.91%	847	476.27	7.71
65 TO 74 YEARS	56.85%	1.66%	715	406.48	11.87
75 YEARS AND OVER	63.71%	7.26%	364	231.90	26.43

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP C RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	11.52	16.10	-	-	11.52	16.10	27.6208
25 TO 34 YEARS	86.89	27.17	71.10	62.90	15.79	-	0
35 TO 44 YEARS	139.50	30.21	163.70	31.30	-	-	0
45 TO 54 YEARS	194.22	12.32	153.22	22.78	41.00	10.45	30.544
55 TO 64 YEARS	476.27	7.71	431.95	34.05	44.31	-	17.9758
65 TO 74 YEARS	406.48	11.87	361.59	30.41	44.89	18.54	26.3465
75 YEARS AND OVER	231.90	26.43	223.58	3.42	8.33	23.00	31.3308
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							133.8

Area D

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	10	10
25 TO 34 YEARS	65	50
35 TO 44 YEARS	250	120
45 TO 54 YEARS	310	75
55 TO 64 YEARS	280	30
65 TO 74 YEARS	175	20

75 YEARS AND OVER	140	10
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The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	0	40
25 TO 34 YEARS	120	50
35 TO 44 YEARS	160	95
45 TO 54 YEARS	245	45
55 TO 64 YEARS	415	65
65 TO 74 YEARS	295	25
75 TO 84 YEARS	185	15
85 YEARS AND OVER	40	10

The below table will compare these Census years.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	310		195	
	20 to 24 years	155	465	220	415
25 TO 34 YEARS	25 to 29 years	145		220	
	30 to 34 years	140	285	190	410
35 TO 44 YEARS	35 to 39 years	225	570	250	505

45 TO 54 YEARS	40 to 44 years	345		255	
	45 to 49 years	415		240	
55 TO 64 YEARS	50 to 54 years	300	715	310	550
	55 to 59 years	330		405	
65 TO 74 YEARS	60 to 64 years	255	585	465	870
	65 to 69 years	190		375	
75 YEARS AND OVER	70 to 74 years	145	335	240	615
	75 to 79 years	120		160	
	80 to 84 years	70	215	125	340
	85 years and over	25		55	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	10	10	465	2.15%	2.15%
25 TO 34 YEARS	65	50	285	22.81%	17.54%
35 TO 44 YEARS	250	120	570	43.86%	21.05%
45 TO 54 YEARS	310	75	715	43.36%	10.49%
55 TO 64 YEARS	280	30	585	47.86%	5.13%
65 TO 74 YEARS	175	20	335	52.24%	5.97%
75 YEARS AND OVER	140	10	215	65.12%	4.65%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population Total	2021 Potential Households	
	Owner	Renter		Owner	Renter
15 TO 24 YEARS	2.15%	2.15%	415	8.92	8.92
25 TO 34 YEARS	22.81%	17.54%	410	93.51	71.93
35 TO 44 YEARS	43.86%	21.05%	505	221.49	106.32
45 TO 54 YEARS	43.36%	10.49%	550	238.46	57.69
55 TO 64 YEARS	47.86%	5.13%	870	416.41	44.62
65 TO 74 YEARS	52.24%	5.97%	615	321.27	36.72
75 YEARS AND OVER	65.12%	4.65%	340	221.4	15.81

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP D RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	8.92	8.92	0	40	8.92	-31.08	0
25 TO 34 YEARS	93.51	71.93	120	50	-26.49	21.93	0
35 TO 44 YEARS	221.49	106.32	160	95	61.49	11.32	72.81
45 TO 54 YEARS	238.46	57.69	245	45	-6.54	12.69	6.15
55 TO 64 YEARS	416.41	44.62	415	65	1.41	-20.38	0
65 TO 74 YEARS	321.27	36.72	295	25	26.27	11.72	37.99
75 YEARS AND OVER	221.4	15.81	225	25	-3.6	-9.19	0
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							116.95

Area E

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	10	15
25 TO 34 YEARS	10	45
35 TO 44 YEARS	65	10
45 TO 54 YEARS	170	45
55 TO 64 YEARS	130	10
65 TO 74 YEARS	110	0
75 YEARS AND OVER	70	10

The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	0	0
25 TO 34 YEARS	15	15
35 TO 44 YEARS	75	15
45 TO 54 YEARS	100	20
55 TO 64 YEARS	165	35
65 TO 74 YEARS	125	10
75 TO 84 YEARS	40	0
85 YEARS AND OVER	25	0

The below table will compare these Census years.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	105		50	
	20 to 24 years	80	185	25	75
25 TO 34 YEARS	25 to 29 years	25		75	
	30 to 34 years	40	65	35	110
35 TO 44 YEARS	35 to 39 years	65		65	
	40 to 44 years	115	180	75	140
45 TO 54 YEARS	45 to 49 years	180		100	
	50 to 54 years	145	325	150	250
55 TO 64 YEARS	55 to 59 years	140		150	
	60 to 64 years	90	230	200	350
65 TO 74 YEARS	65 to 69 years	65		155	
	70 to 74 years	110	175	35	190
75 YEARS AND OVER	75 to 79 years	45		70	
	80 to 84 years	25	110	10	105
	85 years and over	40		25	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	10	15	185	5.41%	8.11%
25 TO 34 YEARS	10	45	65	15.38%	69.23%
35 TO 44 YEARS	65	10	180	36.11%	5.56%
45 TO 54 YEARS	170	45	325	52.31%	13.85%
55 TO 64 YEARS	130	10	230	56.52%	4.35%
65 TO 74 YEARS	110	0	175	62.86%	0.00%
75 YEARS AND OVER	70	10	110	63.64%	9.09%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population	2021 Potential Households	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	5.41%	8.11%	75	4.05	6.08
25 TO 34 YEARS	15.38%	69.23%	110	16.92	76.15
35 TO 44 YEARS	36.11%	5.56%	140	50.56	7.78
45 TO 54 YEARS	52.31%	13.85%	250	130.77	34.62
55 TO 64 YEARS	56.52%	4.35%	350	197.83	15.22
65 TO 74 YEARS	62.86%	0.00%	190	119.43	0
75 YEARS AND OVER	63.64%	9.09%	105	66.82	9.55

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP E RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		Total
	Owner	Renter	Owner	Renter	Owner	Renter	
15 TO 24 YEARS	4.05	6.08	0	0	4.05	6.08	10.14
25 TO 34 YEARS	16.92	76.15	15	15	1.92	61.15	63.08
35 TO 44 YEARS	50.56	7.78	75	15	-24.44	-7.22	0.00
45 TO 54 YEARS	130.77	34.62	100	20	30.77	14.62	45.38
55 TO 64 YEARS	197.83	15.22	165	35	32.83	-19.78	13.04
65 TO 74 YEARS	119.43	0.00	125	10	-5.57	-10.00	0.00
75 YEARS AND OVER	66.82	9.55	65	0	1.82	9.55	11.36
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							143.00

Area F

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	15	0
25 TO 34 YEARS	45	10
35 TO 44 YEARS	155	25
45 TO 54 YEARS	210	35
55 TO 64 YEARS	335	15
65 TO 74 YEARS	235	0

75 YEARS AND OVER	155	0
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The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	0	0
25 TO 34 YEARS	45	25
35 TO 44 YEARS	105	35
45 TO 54 YEARS	155	20
55 TO 64 YEARS	370	35
65 TO 74 YEARS	505	40
75 TO 84 YEARS	165	15
85 YEARS AND OVER	45	0

The below table will compare these Census years.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	110		80	
	20 to 24 years	30	140	65	145
25 TO 34 YEARS	25 to 29 years	75		70	
	30 to 34 years	70	145	110	180
35 TO 44 YEARS	35 to 39 years	165		150	
			345		255

45 TO 54 YEARS	40 to 44 years	180		105	
	45 to 49 years	225		135	
55 TO 64 YEARS	50 to 54 years	285	510	170	305
	55 to 59 years	325		270	
65 TO 74 YEARS	60 to 64 years	300	625	465	735
	65 to 69 years	270		540	
75 YEARS AND OVER	70 to 74 years	145	415	350	890
	75 to 79 years	110		220	
	80 to 84 years	80	200	65	355
	85 years and over	10		70	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	15	0	140	10.71%	0.00%
25 TO 34 YEARS	45	10	145	31.03%	6.90%
35 TO 44 YEARS	155	25	345	44.93%	7.25%
45 TO 54 YEARS	210	35	510	41.18%	6.86%
55 TO 64 YEARS	335	15	625	53.60%	2.40%
65 TO 74 YEARS	235	0	415	56.63%	0.00%
75 YEARS AND OVER	155	0	200	77.50%	0.00%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population Total	2021 Potential Households	
	Owner	Renter		Owner	Renter
15 TO 24 YEARS	10.71%	0.00%	145	15.54	0
25 TO 34 YEARS	31.03%	6.90%	180	55.86	12.41
35 TO 44 YEARS	44.93%	7.25%	255	114.57	18.48
45 TO 54 YEARS	41.18%	6.86%	305	125.59	20.93
55 TO 64 YEARS	53.60%	2.40%	735	393.96	17.64
65 TO 74 YEARS	56.63%	0.00%	890	503.98	0
75 YEARS AND OVER	77.50%	0.00%	355	275.12	0

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP F RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 TO 24 YEARS	15.54	0.00	0	0	15.54	0.00	15.54
25 TO 34 YEARS	55.86	12.41	45	25	10.86	-12.59	0.00
35 TO 44 YEARS	114.57	18.48	105	35	9.57	-16.52	0.00
45 TO 54 YEARS	125.59	20.93	155	20	-29.41	0.93	0.00
55 TO 64 YEARS	393.96	17.64	370	35	23.96	-17.36	6.60
65 TO 74 YEARS	503.98	0.00	505	40	-1.02	-40.00	0.00
75 YEARS AND OVER	275.12	0.00	210	15	65.12	-15.00	50.12
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							72.26

Area G

Below is the number of households by age and tenure of household maintainer in 2006.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2006 CATEGORIES	2006 Households	
	Owner	Renter
UNDER 25 YEARS	25	35
25 TO 34 YEARS	160	50
35 TO 44 YEARS	300	65
45 TO 54 YEARS	630	40
55 TO 64 YEARS	925	15
65 TO 74 YEARS	685	20
75 YEARS AND OVER	395	45

The above table represents the 2006 numbers of household maintainers by age and tenure. This will be used to anchor an estimate of how many households in 2021, based upon present age and tenure demographics, would be expected were housing as available as in 2006. 2021 data is below.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE – PRIMARY HOUSEHOLD MAINTAINER 2021 CATEGORIES	2021 Households	
	Owner	Renter
15 TO 24 YEARS	0	0
25 TO 34 YEARS	58.90	52.10
35 TO 44 YEARS	188.89	36.11
45 TO 54 YEARS	221.13	32.87
55 TO 64 YEARS	573.78	45.22
65 TO 74 YEARS	703.80	59.20
75 TO 84 YEARS	363.33	6.67
85 YEARS AND OVER	63.00	-

The below table will compare these Census years.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	Age Categories – Population	2006		2021	
		All Categories	Summed Categories	All Categories	Summed Categories
15 TO 24 YEARS	15 to 19 years	330	615	146	286
	20 to 24 years	285		140	
25 TO 34 YEARS	25 to 29 years	260	475	133	302
	30 to 34 years	215		169	
35 TO 44 YEARS	35 to 39 years	250	800	222	453
	40 to 44 years	550		231	
45 TO 54 YEARS	45 to 49 years	615	1,265	205	490
	50 to 54 years	650		285	
55 TO 64 YEARS	55 to 59 years	810	1,645	472	1,176
	60 to 64 years	835		704	
65 TO 74 YEARS	65 to 69 years	715	1,205	674	1,258
	70 to 74 years	490		584	
75 YEARS AND OVER	75 to 79 years	285	620	394	651
	80 to 84 years	220		177	
	85 years and over	115		80	

The next table will show the household-maintainer rate for 2006.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	25	35	615	4.07%	5.69%
25 TO 34 YEARS	160	50	475	33.68%	10.53%
35 TO 44 YEARS	300	65	800	37.50%	8.12%
45 TO 54 YEARS	630	40	1,265	49.80%	3.16%
55 TO 64 YEARS	925	15	1,645	56.23%	0.91%
65 TO 74 YEARS	685	20	1,205	56.85%	1.66%
75 YEARS AND OVER	395	45	620	63.71%	7.26%

Applying these rates to the 2021 provides us with an estimate of how many households you would expect to see were housing as available in 2021 as in 2006.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2006 Headship Rate		2021 Population	2021 Potential Households	
	Owner	Renter	Total	Owner	Renter
15 TO 24 YEARS	4.07%	5.69%	286	11.64	16.27
25 TO 34 YEARS	33.68%	10.53%	302	101.71	31.80
35 TO 44 YEARS	37.50%	8.12%	453	169.88	36.78
45 TO 54 YEARS	49.80%	3.16%	490	244.02	15.48
55 TO 64 YEARS	56.23%	0.91%	1,176	661.26	10.70
65 TO 74 YEARS	56.85%	1.66%	1,258	715.17	20.88
75 YEARS AND OVER	63.71%	7.26%	651	414.75	47.26

Then, subtracting the number of potential households from the number of actual households, the calculation allows us to estimate the number of 'suppressed households' in 2021.

COLUMBIA-SHUSWAP G RDA (CSD, BC)

AGE CATEGORIES – HOUSEHOLD MAINTAINERS	2021 Potential Households		2021 Households		2021 Suppressed Households		Total
	Owner	Renter	Owner	Renter	Owner	Renter	
15 TO 24 YEARS	11.64	16.27	0	0	11.64	16.27	27.91
25 TO 34 YEARS	101.71	31.80	59	52	42.82	-20.30	22.51
35 TO 44 YEARS	169.88	36.78	189	36	-19.01	0.67	0.00
45 TO 54 YEARS	244.02	15.48	221	33	22.89	-17.39	5.50
55 TO 64 YEARS	661.26	10.70	574	45	87.49	-34.52	52.97
65 TO 74 YEARS	715.17	20.88	704	59	11.37	-38.32	0.00
75 YEARS AND OVER	414.75	47.26	426	7	-11.58	40.60	29.01
TOTAL NEW UNITS TO MEET SUPPRESSED HOUSING NEED - 20 YEARS							137.91

Appendix 3: Glossary of Terms

Apartment in a building that has fewer than five storeys: A dwelling unit attached to other dwelling units, commercial units, or other non-residential space in a building that has fewer than five storeys.

Apartment in a building that has five or more storeys: A dwelling unit in a high-rise apartment building which has five or more storeys.

Apartment or flat in a duplex: One of two dwellings, located one above the other, may or may not be attached to other dwellings or buildings.

Assisted living: Housing that includes hospitality services (e.g., meals, housekeeping, social and recreational activities) and one or two personal assistance services, such as regular assistance with activities of daily living, medication services or psychosocial supports (referred to as prescribed services). This housing is subject to registration by the Assisted Living Registrar and includes self-contained apartments for seniors or people with disabilities who need some support services to continue living independently, but do not need 24-hour facility care; or housing in which residents receive services related to mental health and substance use issues.

Below-market rental: Housing with rents equal to, or lower than, average rates in private market rental housing.

Census Family: A married couple and the children, if any, of either and/or both spouses; a couple living common law and the children, if any, of either and/or both partners; or a parent of any marital status in a one-parent family with at least one child living in the same dwelling and that child or those children.

Co-operative housing: Co-operative housing is a type of development where the residents have a share in the corporation (co-operative) that owns/manages the development.

Core Housing Need: A household is considered to be in Core Housing Need if its housing falls below at least one of the adequacy, affordability or suitability standards and if it would have to spend 30% or more of its before-tax income

to pay the median rent (including utilities) of appropriately sized alternative local market housing. “Extreme Core Housing Need” has the same meaning as Core Housing Need, except that the household has shelter costs for housing that are more than 50% of total before-tax household income.

Housing Adequacy: Refers to a given dwelling’s need for major repairs. Statistics Canada defined for 2021 need of repair in the following ways: Regular Maintenance Needed: Dwellings where only regular maintenance such as painting, or furnace cleaning is required. Minor Repairs Needed: Dwellings needing only minor repairs such as missing or loose floor tiles, bricks or shingles or defective steps, railings, or siding. Major Repairs Needed: Dwellings needing major repairs such as dwellings with defective plumbing or electrical wiring, and dwellings needing structural repairs to walls, floors, or ceilings.

Housing Suitability: Refers to whether a private household is living in suitable accommodations according to the National Occupancy Standard (NOS); that is whether the dwelling has enough bedrooms for the size and composition of the household

Median Before-Tax Household Income: The household income is the sum of the total incomes of all members of that household before income taxes and deductions. It includes income from:

- Employment income from wages, salaries, tips, commissions, and net income from self-employment.
- Income from government sources, such as social assistance, child benefits, employment, Insurance, old age security pension, pension plan benefits and disability income.
- Income from employer and personal pension sources, such as private pensions and payments from annuities and RRIFs.
- Income from investment sources, such as dividends and interest on bonds, accounts, GICs and mutual funds; and,
- Other regular cash income, such as child support payments received, spousal support payments (alimony) received and scholarships

Movable Dwelling: Either a Mobile home: A single dwelling, designed and constructed to be transported on its own chassis and capable of being moved to a new location on short notice. It may be placed temporarily on a foundation pad and may be covered by a skirt; OR A single dwelling, other than a mobile home, used as a place of residence, but capable of being moved on short notice, such as a tent, recreational vehicle, travel trailer, houseboat, or floating home.

Row house: One of three or more dwellings joined side by side (or occasionally side to back), such as a townhouse or garden home, but not having any other dwellings either above or below. Townhouses attached to a high-rise building are also classified as row houses.

Safe homes: Provides temporary shelter and services (often for women and their children) who are facing housing crisis issues or fleeing domestic violence. This may include private homes, hotel units or rental apartments. Stays do not usually exceed five days. In addition to food and shelter, it also provides support services such as advocacy, information and referral, counselling, and transportation to appointments.

Second-stage housing: Provides housing for women and children fleeing violence who have completed a stay in a transition house or safe home. Typically, stays last up to 18 months.

Semi-detached house: One of two dwellings attached side by side (or back-to-back) to each other, but not attached to any other dwelling or structure (except its own garage or shed). A semi-detached dwelling has no dwellings either above it or below it, and the two units together have open space on all sides.

Seniors housing: Affordable housing geared toward individuals aged 55 or older or a couple where at least one person is age 55 or older. Seniors live independently and typically live-in self-contained apartments that provide accessible, barrier-free design features.

Shelter: These include year-round shelters and emergency weather response shelters. Short-stay housing of 30 days or less. Emergency shelters provide single or shared bedrooms or dorm-type sleeping arrangements with varying levels of support to individuals.

Single-detached house: A single dwelling not attached to any other dwelling or structure (except its own garage or shed). A single-detached house has open space on all sides and has no dwellings either above it or below it. A mobile home fixed permanently to a foundation is also classified as a single-detached house.

Supportive housing: This housing provides ongoing assistance to residents who require support to live with modest independence. It is available for people who are homeless or at risk-of-homelessness and who may have barriers to housing such as mental illness or substance use. It can be housing for seniors and others who require services such as meals, housekeeping, 24-hour response system and social and recreational activities. It does not include personal assistance services such as bathing, dressing, or medication assistance.

Transitional housing: Includes the provision of on- or off-site support services to help residents move towards independence and self-sufficiency. This type of housing provided for a minimum of 30 days that can last up to two or three years.



Columbia Shuswap Regional District

Housing Needs Assessment

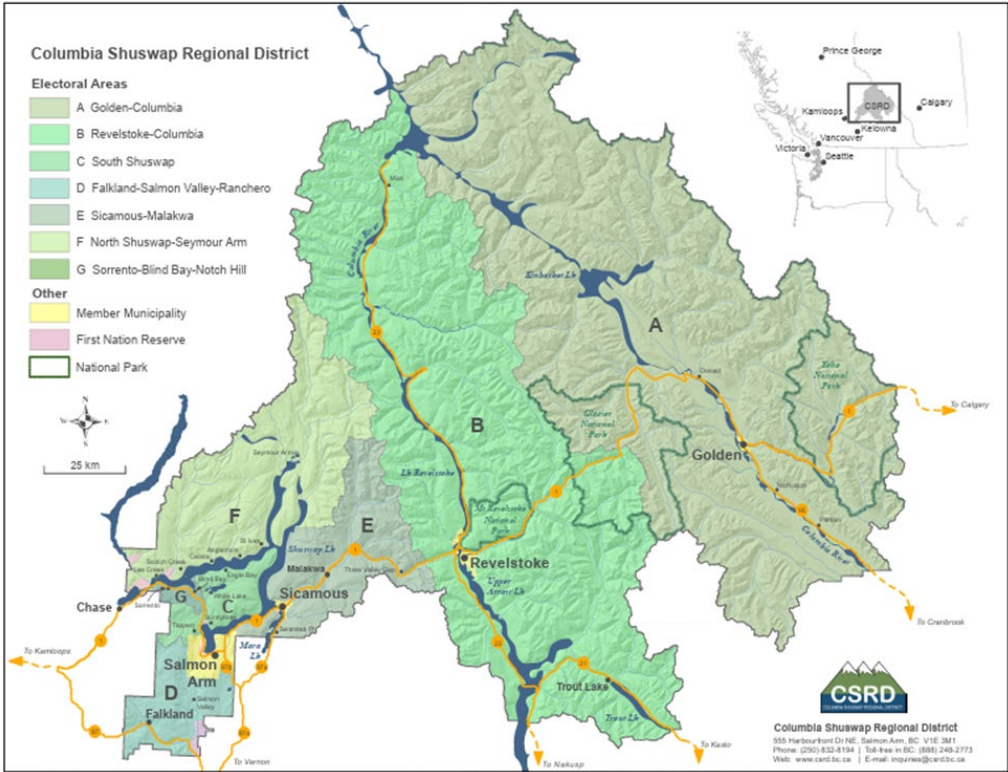
February 2025

VRBANICS



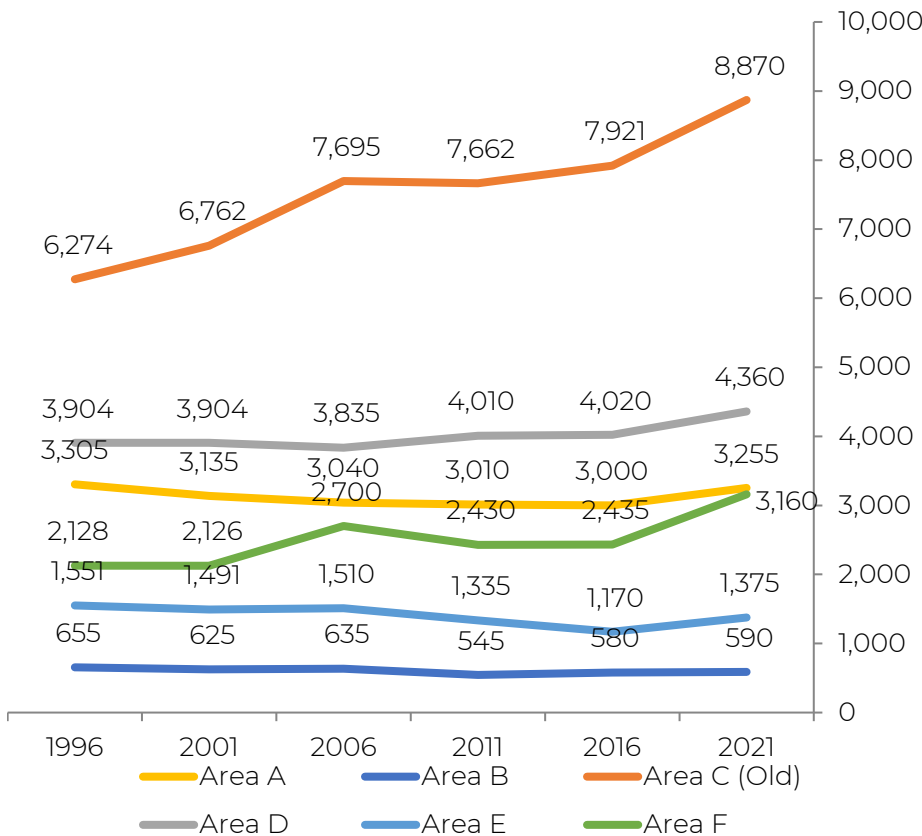
Methodology

- Provincial Methodology
 - Extreme Core Housing Need
 - Homelessness
 - Supressed Household Formation
 - Projected Population Growth
 - Rental Vacancy
 - Demand Factor
- Census Data
- CMHC Data
- BCStats



Limitations

CSRD Population

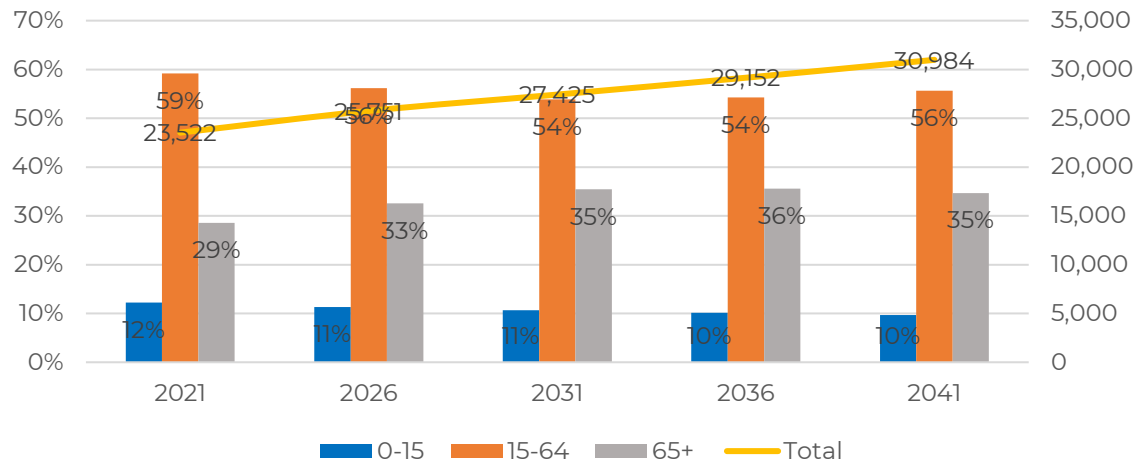


- Provincial Methodology
 - Limited relation to real-world feasibility
 - Circular Inputs
 - Mystery Demand Factor
- Electoral Area Data Availability
 - EA data often interpolated from CRD wide figures
 - Small sample sizes
- Area C-G Split

Population Projections – Study Area

Population Projection	2021	2026	2031	2036	2041
Under 15 years old	2,880 12%	2,915 11%	2,923 11%	2,955 10%	3,006 10%
15 to 64 years old	13,922 59%	14,458 56%	14,776 54%	15,823 54%	17,239 56%
65 years and older	6,720 29%	8,378 33%	9,726 35%	10,374 36%	10,739 35%
Total	23,522	25,751	27,425	29,152	30,984
Population growth rate					
5-year growth rate		9.48%	6.50%	6.30%	6.28%
Annual average growth rate 2021 to 2041	1.39%				

CSRD Electoral Areas Population Forecast



Findings

	5-YEAR	20-YEAR
AREA A	224	658
AREA B	57	182
AREA C	262	782
AREA D	277	820
AREA E	129	414
AREA F	221	640
AREA G	355	1,049
CSRD EA TOTAL	1,525	4,545
ANNUALIZED RATE	305	227

Electoral Areas:

- **4,545 units** in 20 years
- 1,525 Units in 5 years

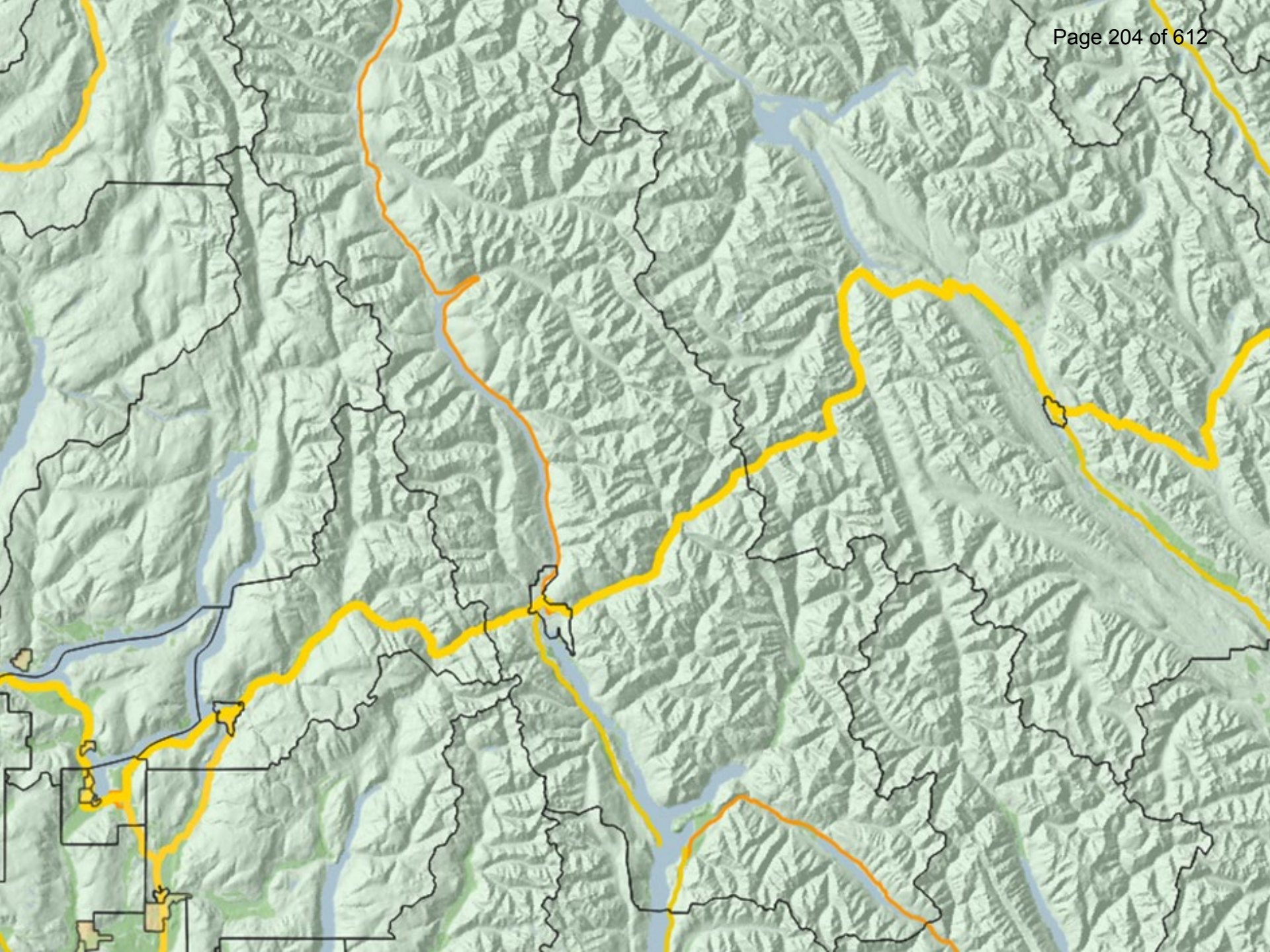
Findings

	5-YEAR	20-YEAR
A: EXTREME CORE HOUSING NEED	62.25	249.02
B: HOMELESSNESS	34.87	69.75
C: SUPRESSED HOUSEHOLD FORMATION	187.27	749.08
D: ANTICIPATED HOUSEHOLD GROWTH	1234.19	3453.55
E: RENTAL VACANCY	5.89	23.59
F: DEMAND BUFFER	N/A	N/A
STUDY AREA TOTAL	1,525	4,545

Electoral Areas:

- **4,545 units** in 20 years
- 1,525 Units in 5 years

Driver: **Anticipated Growth (apportioned CSRD population projection)**





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area C: Agricultural Land Commission (ALC) Application
Section 21(2) Subdivision LC2613C

DESCRIPTION: Report from Ken Gobeil, Senior Planner, dated January 31, 2025. 4439
Trans-Canada Hwy, Tappen

RECOMMENDATION: THAT: Application No. LC2613 Section 21(2) – Subdivision for Lot 2
Section 21 Township 21 Range 10 West of the 6th Meridian Kamloops
Division Yale District Plan 670 Excluding Plans 14216 H716 and EPP59235
be forwarded to the Provincial Agricultural Land Commission
recommending denial, this 20th day of February 2025.

Corporate Vote Unweighted Majority

SUMMARY:

The owner of 4439 Trans-Canada Hwy has applied to the Agricultural Land Commission (ALC) to subdivide the subject property to create a 1.47 ha parcel (proposed Lot 2) and a 1.54 ha remainder (proposed Lot 1). The property is in the Agricultural Land Reserve (ALR) and approval from the ALC is required to subdivide.

This application is the second attempt by one of the tenants of the property to seek compliance with the ALC and CSR D bylaws. The first attempt was a non-farm use application (LC2588C) to recognize and authorize all existing uses and buildings on the property. The Board reviewed this application at their December 9, 2021 meeting and instructed staff to forward ALC Non-Farm Use application LC2588C to the ALC recommending approval. The application was denied by the ALC May 29, 2023.

This subdivision application would separate the portion of the subject property with the new buildings that the tenant is using into a separate parcel (proposed Lot 2). If approved, the proposal would allow the tenant the opportunity to continue working towards bringing their portion of the property into compliance with the ALC regulations, Bylaw No. 725, as amended and Bylaw No. 660-03, as amended.

BACKGROUND:

ELECTORAL AREA:

C

LEGAL DESCRIPTION:

Lot 2 Section 21 Township 21 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 670 Excluding Plans 14216 H716 and EPP59235

PID:

012-139-262

CIVIC ADDRESS:

4439 Trans-Canada Hwy, Tappen

SURROUNDING LAND USE PATTERN:

NORTH = Institutional (Church)

SOUTH = Agriculture

EAST = Industrial (Log Home Manufacturing)

WEST = Trans-Canada Hwy, Agriculture

CURRENT USE:

- Residential – Multiple dwellings
- Commercial – Auto museum and retail
- Industrial – Auto restoration and wrecking

A list of uses has been included in the previous application (LC2588C) see "[LC2588C Agent Report](#)". A site plan and a picture of the property also identify current land uses on the property and proposed subdivision (see "LC2613C_Maps_Plans_Photos.pdf" attached).

PROPOSED USE:

Subdivide a 1.47 ha lot from the subject property as the first step in bringing a portion of the property into compliance with the Agricultural Land Commission and obtaining CSRD development and building permits.

PARCEL SIZE:

3.01 ha

PROPOSED PARCEL SIZE:

Lot 1: 1.54 ha

Lot 2: 1.47 ha

DESIGNATION:

[Electoral Area C Official Community Plan Bylaw No. 725](#)

TC – Tourist Commercial

ZONE:

No Zoning Bylaw applies to the property

AGRICULTURAL LAND RESERVE:

68% of the 3.01 ha parcel is in the ALR.

100% of proposed Lot 1 is in the ALR

Approximately 35% of proposed Lot 2 parcel is in the ALR.

SOIL CAPABILITY:

- 5:3TF – 5:2T
- 4M
- 6T – portion of property not within the ALR

CSRD mapping indicates the property is 68% (approximately 2 ha) in the ALR with soil ratings 4 and 5 that can be improved (through irrigation) to class 2 and 4 type soils (see "LC2613C_Maps_Plans_Photos.pdf" attached). The Agricultural Capability Classification provides seven

land capability classes. The best agricultural lands are rated Class 1, and 2. Soils within those classification are considered arable with highest productivity for a wide variety of crops. While class 4 and 5 soils have restrictions to the range of crops and productivity.

The owner commissioned an analysis of the property's soils and agricultural capability for ALC Application LC2588C (see, Appendix E of "[LC2588C Agent Report](#)"). The report concludes that the portion of the property with native soils (approximately 0.5 ha) could be improved to Class 3.

HISTORY:

LC2588C (Subject Property)

The owner applied for a Non-Farm Use in the ALR to recognize and authorize all land uses on the property to ensure that the property could continue to operate as it currently does. Staff recommended that the application be forwarded to the ALC recommending approval. The Board reviewed this application and recommended approval at their December 9th 2021 meeting (see [Agenda Item 14.2 of the December 9, 2021 Meeting agenda](#) for a copy of the Board Report and attachments). The Board recommendation and application were forwarded to the ALC.

The ALC denied this application on May 29, 2023. In that decision letter, the ALC noted that they would defer enforcement for 2 years (until May 29, 2025). See "LC2613C_ALC_Decision_LC2588C_2023-05-29_Redacted.pdf" attached for a complete copy of the ALC decision and their rationale.

There are other ALC files on the subject property dating back to 1975 which are reviewed in the previous application Board Report and supporting document (see [Agenda Item 14.2 of the December 9, 2021 Meeting agenda](#)).

BYLAW ENFORCEMENT:

Yes – Construction of a building without issuance of the required CSRD Building Permit (Building Bylaw No. 660-03, as amended) and Development Permits (Electoral Area C Official Community Plan Bylaw No. 725 as amended).

In January 2021, CSRD Building staff identified a building under construction on the subject property without the required building permit, or development permits. A 'Stop Work Order' and a 'Do Not Occupy' Notice were issued and posted on the building on March 25, 2021.

Upon further review of the property staff notified the owner that in addition to a building permit, authorization from the ALC for a non-farm use, and issuance of CSRD development permits (in that order) would be required before a building permit could be issued.

Staff will follow up the property owner regarding possible resolutions to the non-compliance after the ALC has issued a decision on this application.

SITE DESCRIPTION:

The subject property is in the Tappen area along the Trans-Canada Hwy. The property has a variety of commercial and residential uses, including an auto-museum, and two businesses restoring classic cars, see "LC2613C_Maps_Plans_Photos.pdf" attached for a map outlining all uses on the property.

Approximately the western two-thirds of the property is in the ALR and has relatively low slopes. The portion of the property outside of the ALR has steep slopes exceeding 30%.

POLICY:

For relevant excerpts from the Electoral Area C Official Community Plan Bylaw No. 725, as amended (Bylaw No. 725) see attached "LC2588C_Excerpts_BL725.pdf".

[Electoral Area C Official Community Plan Bylaw No. 725](#)

Section 3 – Growing Gradually and Wisely

- 3.4 – Residential Designations
- 3.8 – Commercial Designations
- 3.10 – Agricultural Designation

Section 6 – Respecting our Sensitive Environments

Section 12 – Development Permit Areas

FINANCIAL:

This application is in effort by one of the tenants to rectify a bylaw contravention on proposed Lot 2 for beginning construction of a building without issuance of required building permit (Bylaw No. 660-03, as amended) and development permits (Bylaw No. 725, as amended), if the application is not approved by the ALC, bylaw enforcement options will need to be considered.

KEY ISSUES/CONCEPTS:Proposed Subdivision

The letter provided by the applicant's agent (see "LC2613C_Applicant_Proposal_2024-05-21_Redacted.pdf" attached) notes that the tenant of the property who began constructing a building without the required CSRD development and building permits is applying to subdivide the western portion of the property (proposed Lot 2) to separate their portion of the property and buildings from the rest of the property.

In this subdivision application, the land and buildings in the proposed lot (Lot 2) would be used for residential and agricultural purposes (hobby farm) and no longer used for restoring vehicles which was their original purpose. If the ALC accepts this change and approves the subdivision and confirms the buildings (and uses) are permitted on the portion of proposed Lot 2 in the Agricultural Land Reserve (ALR), the CSRD would be able to issue the required development and building permits after an official community plan bylaw amendment and subdivision are complete.

- Staff note that a Hazardous Lands (Steep Slopes) Development Permit is required prior to construction of a residential building. The property is in the Commercial Development Permit Area, however, if the lot is not used for commercial purposes, a Commercial Development Permit would not be required.
- Staff further note that applications for a development permit and building permit have already been received and are on hold until the proposal is approved by the ALC.
- Development Permits and Building Permits would continue to be held until the subdivision to create proposed Lot 2 is approved by the CSRD and Ministry of Transportation and Transit (MOTT).

The proposal does not indicate what measures the owner would take to bring the property into compliance with ALC regulations for proposed Lot 1. However, the CSRD review of this application is limited to subdivision. Land Use considerations are further reviewed in the December 9, 2021 Board Report ([Agenda Item 14.2 of the December 9, 2021 Meeting agenda](#)).

ALC and CSRD Contraventions

The issues of non-compliance with the ALC are separate to those of the CSRD. The contraventions with the ALC are regarding land use while the bylaw contravention with the CSRD is regarding beginning construction of a building without required development and building permits. Applications have been received; however, these permits cannot be issued until the CSRD receives confirmation from the ALC that a building (and the use) is permitted on the property.

No Zoning Bylaw

The subject property is in an area without a Zoning Bylaw in effect to regulate land uses. Without zoning, the specific uses, building height or setbacks on the property are not regulated. However, there is an Official Community Plan in effect on the subject property, which guides development in designated areas. The property is designated TC – Tourist Commercial. This designation does not prohibit the commercial, residential, or agricultural uses on the property.

Electoral Area C Official Community Plan Bylaw No. 725

The Official Community Plan establishes Sorrento as the Village Centre, or primary hub for the area. Established communities like White Lake, Sunnybrae, Blind Bay, Eagle Bay and Wild Rose Bay are Secondary Settlement Areas where limited commercial and new residential development are directed. The Official Community Plan discourages subdivision or development outside of those areas and does not support any subdivision, fragmentation or disruption of lands in the ALR. However rural development (i.e. lots 2 ha or greater) has been supported when outside of the ALR.

The proposed subdivision is outside of the Village Centre or Secondary Settlement Areas, in the ALR, and would create lots less than 2 ha, therefore subdivision is not supported by the Official Community Plan. A site-specific Official Community Plan bylaw amendment would be required to be approved by the Board to allow the proposed subdivision of lots less than 2 ha.

The Official Community Plan also establishes development permits, the property has slopes over 30% (see "LC2613C_Maps_Plans_Photos.pdf" attached) and is therefore in the Hazardous Lands (Steep Slope) Development Permit Area. A Steep Slopes Development Permit is required for subdivision.

In support of a Steep Slopes Development Permit application, the property owner is required to submit a geohazard report prepared by a qualified professional assessing the property, the proposed development, and confirming the development is safe for the use intended which may include potential mitigation measures (i.e. retaining walls, vegetation, additional setbacks etc.).

The property is also in the Commercial Development Permit Area (because the property is designated TC – Tourist Commercial). However, a Commercial Development Permit is not required for subdivision or for the construction of a single detached dwelling or accessory building.

Subdivision in the Agricultural Land Reserve

Any subdivision that affects the ALR boundary must be approved by the ALC before it is reviewed by the CSRD and MOTT. The Provincial Approving Officer (PAO) with MOTT is the final approving authority for subdivision in the CSRD electoral areas.

The CSRD will include this Board report and attachments when forwarding a recommendation to the ALC for reference. However, the ALC's review of a subdivision application will focus on the ALC Act, ALC Regulations and policies, not local government bylaws.

If the ALC approves the proposed subdivision, the owner will be able to submit an Official Community Plan bylaw amendment application to the CSRD to seek approval to permit two lots less than 2 ha in area. The proposed amendment would be written by staff specific to the subject property and the two proposed lots for consideration by the Board. Based on the existing policies of the Official Community Plan, staff would recommend that the Board not approve the amendment. If the Official Community Plan amendment is approved by the Board, then the owners may submit a subdivision application to the CSRD and MOTT.

CSRD staff will review the subdivision application for compliance with relevant bylaws and policies and inform the Provincial Approving Officer and property owner (and their agent) of the CSRD requirements for subdivision. For this application relevant bylaws include the Official Community Plan, and the Subdivision Servicing Bylaw No. 680, as amended (Subdivision Servicing Bylaw).

The application has not been reviewed against the regulations contained in the Subdivision Servicing Bylaw. Technical requirements of the Subdivision Servicing Bylaw are related to road access, the assessment and demonstration of potable water, and a review of the existing sewage disposal systems or feasibility of a new sewage disposal system. Staff will review the proposed subdivision in more detail when a complete subdivision application is received.

Proposed Inclusion of 1715 Chase-Falkland Rd

The application notes that the tenant also owns a separate property, 1715 Chase-Falkland Rd Thompson Nicola Regional District (TNRD), which is partially in the ALR and proposes to incorporate additional lands in the ALR to help offset proposed subdivision in the ALR and the non-agricultural uses on the subject property in the CSRD. This is a separate application process for a property outside of the CSRD and does not affect the CSRD review of this CSRD ALC application, or a possible future Official Community Plan bylaw amendment and subdivision applications. The proposed inclusion may be of interest to the ALC.

CSRD staff have reached out to the TNRD and the TNRD has confirmed that they are aware of a pending application but have not received an application for inclusion in the ALR as of the date this report was written.

Analysis

While staff appreciate the effort being made by the applicant (tenant) to comply with the ALC, the subdivision is not supported by the Official Community Plan (this subdivision will fragment portions of the ALR, is outside of a settlement area, and lots are less than 2 ha). A site-specific Official Community

Plan bylaw amendment would be required prior subdivision. However, staff would not recommend that amendment be approved if an application is received.

Staff also note that this application does not rectify all contraventions with the ALC. This application would only be the first stage in the tenant's effort to comply with the ALC and CSRD Bylaws for proposed Lot 2 (their portion of the property), but there are no known plans to seek ALC compliance for the other portion of the property (proposed Lot 1), and Lot 1 would still be in contravention of the ALC regulations. However, proposed Lot 1 is not known to contravene any CSRD bylaws.

With applications to the ALC, local government review is the first stage of an application. If the local government does not support the application, the application can be terminated by the local government at that point and not be forwarded to the ALC for its consideration. If not forwarded, the applicant can receive a partial application refund. It has been the historical practice of the CSRD that all ALC applications, whether supported by the Board or not, be forwarded to the ALC for its consideration. This approach ensures that the ALC (as the statutory decision-maker about the ALR), has the opportunity to make its own decision about each ALC application.

Rationale for Recommendation

Staff are recommending that the Board forward application LC2613C to the Agricultural Land Commission (ALC) with a recommendation of denial for the following reasons:

- The proposed subdivision is not supported by the Official Community Plan because it would create lots less than 2 ha outside the Village Centre or Secondary Settlement Areas; and,
- The Official Community Plan does not support any subdivision or fragmentation of Agricultural Land Reserve (ALR) lands.

IMPLEMENTATION:

Staff will forward the Board's recommendation to the ALC. If the proposed subdivision is approved by the ALC, the property owner will then be able to make an application to the CSRD for an Official Community Plan bylaw amendment. If the Official Community Plan amendment is approved, the property owner can submit subdivision applications to the CSRD and MOTT.

Applications for a development permit and building permit have already been received and are on hold until the applicant's proposal is approved by the ALC.

COMMUNICATIONS:

The recommendation of the Board, staff report, and supporting documents will be forwarded to the ALC for consideration during its review of the application.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_LC2613C.docx
Attachments:	<ul style="list-style-type: none"> - LC2613C_Applicant_Proposal_2024-05-21_Redacted.pdf - LC2613C_ALC_Application_Redacted.pdf - LC2613C_Excerpts_BL725.pdf - LC2613C_ALC_Decision_LC2588C_2023-05-29_Redacted.pdf - LC2613C_Maps_Plans_Photos.pdf.pdf
Final Approval Date:	Feb 11, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean

D.S.Cunliffe, P.Eng.
Consulting Services

8 – 5260 SQUILAX ANGLEMONT ROAD, CELISTA, B.C. V0E 1M6

Consulting Engineering

CELL (250) 851-6852 FAX (800) 831-5791
EMAIL: DaveCunliffe@AirspeedWireless.ca

May 21, 2024

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, BC V5G 4K6

Subject: ALC Application 63895 – [REDACTED]
Lot 2 Sec 21 Tp 21 Rg 10 W6M KDYD Plan 670

I am writing to explain in detail an application to subdivide the above noted property.

[REDACTED] was the applicant for the above noted application as he is the owner on title. My client, [REDACTED] in reality paid all the bills and [REDACTED] declined to participate other than providing some property information.

[REDACTED] has appealed Resolution #222/2023 which denied legitimizing the status quo with respect to unauthorized buildings and uses. We are waiting for a decision from the ALC on the appeal but wish to explore all options.

[REDACTED] has 2 objectives; comply with Resolution #222/2023 as best as he can and recover what he can of his unsecured investment in the property. While it doesn't affect the ALC ruling and for background only, [REDACTED] has approximately \$900,000 tied up in his payment to [REDACTED] for unsecured property rights and for the unauthorized and incomplete new building.

I would like to propose the following. [REDACTED] would apply to subdivide out the approximate 1 ½ ha he contracted with [REDACTED] to buy. This is illustrated in Appendix A – Sketch Plan Showing Proposed Subdivision of Lot 2 Sec 21 Rg 10 W6M KDYD Plan 670. There are 2 copies of the plan, a line view and one with an ortho photo image.

He would then convert one of the vehicle shops into a single-family home and use the other one for agricultural storage. The subdivision will require cutting the bank back behind the shops to create a safe building site and incidentally increase the amount of arable land. We would use AEL Environmental to come up with a soil rehabilitation program to support some limited (by area) agricultural production. The resulting lot would then be listed and sold as a hobby farm and the ALC could record this as an enforcement win.

In essence, [REDACTED] was duped by [REDACTED] into his original investment and again when he commenced building his unauthorized structure.

[REDACTED] also owns a property at 1715 Chase Creek Road. The 11.21 ha property has approximately 4.82 ha currently within the ALR and an additional 1.54 ha of irrigated hay land outside the ALR. As part of this proposal, [REDACTED] would like to offer inclusion of the 1.54 ha area. Not only will this help offset the potential loss of production by creating an additional parcel from Lot 2, but will increase the amount of farmed land in the Chase Creek Valley included in the ALR. This is illustrated in Appendix B.

Yours truly,



D.S. Cunliffe, P.Eng.
Permit to Practice 1003805



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 102174
Application Type: Subdivide Land in the ALR
Status: Submitted to L/FNG
Name: [REDACTED] et al.
Local/First Nation Government: Columbia Shuswap Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 2 SECTION 21 TOWNSHIP 21 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 670 EXCEPT PLANS 14216, H716 AND EPP95235
Approx. Map Area 3 ha
PID 012-139-262
Purchase Date Apr 1, 1984
Farm Classification No
Civic Address B-4439 Trans-Canada Highway Tappen BC
Certificate Of Title rust240524 title Lot 2 Sec 21 Tp 21 Rg 10 W6M KDYD Plan 670.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
[REDACTED]	Not Applicable	[REDACTED]	[REDACTED]	Not Applicable

Parcel #2

Parcel Type Fee Simple

Legal Description LOT 2 SECTION 31 TOWNSHIP 20 RANGE 12 WEST OF THE 6TH MERIDIAN
KAMLOOPS DIVISION YALE DISTRICT PLAN 22518

Approx. Map Area 11.2 ha

PID 006-819-788

Purchase Date Aug 17, 2016

Farm Classification Yes

Civic Address 1715 Chase-Falkland Road Chase BC

Certificate Of Title rust240524 title Lot 2 sec 31 Tp 20 Rg 12 W6M KDYD Plan 22518.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
[REDACTED]	Not Applicable	[REDACTED]	[REDACTED]	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type Third-Party Agent

First Name Dave

Last Name Cunliffe

Organization (If Applicable) D.S. Cunliffe Engineering Services

Phone 2508516852

Email davecunliffe@airspeedwireless.ca

4. Government

Local or First Nation Government: Columbia Shuswap Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).

B-4439 currently has no agricultural activity. 1715 Chase Falkland road has a small hay operation occupying 1.5 ha

Describe all agricultural improvements made to the parcel(s).

no agricultural improvements

Describe all other uses that currently take place on the parcel(s).

residential

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	hay production
East	Agricultural / Farm	hay production
South	Agricultural / Farm	hay production
West	Agricultural / Farm	hay production

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Lot	11.119
2	Lot	1.47
3	Lot	1.54
4	Road Dedication	0.071

What is the purpose of the proposal?	The property at B-4439 Trans-Canada Highway is under an enforcement order from the ALC. This proposal would allow the portion of the title contractually controlled by [REDACTED] to be rehabilitated and returned to agricultural production as required by the ALC order. We also propose to include lands currently not in the ALC that are being used for hay production at 1715 Chase Falkland Road to offset the potential reduced production resulting from the subdivision. See attached letter.
Why do you believe this parcel is suitable for subdivision?	see above
Does the proposal support agriculture in the short or long term? Please explain.	long term
Proposal Map / Site Plan	rustvalley231120 sub plan.pdf
Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?	No

7. Optional Documents

Type	Description	File Name
Professional Report	sub rationale	rust240521 ALC proposal.pdf
Other files that are related	TNRD Property Report	rust240318 1715 Chase Falkland Property Report.pdf
Other files that are related	TNRD Property Report	rustvalley210723 Property Report (22).pdf
Photo of the Application Site	plan showing prooposed inclusion at 1715 Chase Falkland road	rust240318 1715 Chase Falkland Road - TNRD Mapping.pdf
Other files that are related	proposed sub plan with ortho image	rustvalley231120 sub plan with ortho.pdf

D.S.Cunliffe, P.Eng.
Consulting Services

8 – 5260 SQUILAX ANGLEMONT ROAD, CELISTA, B.C. V0E 1M6

Consulting Engineering

CELL (250) 851-6852 FAX (800) 831-5791
EMAIL: DaveCunliffe@AirspeedWireless.ca

May 21, 2024

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, BC V5G 4K6

Subject: ALC Application 63895 – [REDACTED]
Lot 2 Sec 21 Tp 21 Rg 10 W6M KDYD Plan 670

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Yours truly,



D.S. Cunliffe, P.Eng.
Permit to Practice 1003805



Property Information Report
 Report Generated: 10/24/2024, 8:05:50 AM |
 Data Generated: 10/23/2024, 12:59:26 AM

Thompson-Nicola Regional District
 300 - 465 Victoria St
 Kamloops, BC V2C 2A9
 T (250) 377-8673 | F (250) 372-5048
 E gisinfo@tnrd.ca

Parcel Description

Address
1715 Chase-Falkland Rd

Legal Description
LOT 2 SECTION 31 TOWNSHIP 20 RANGE 12 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 22518

Plan Number
KAP22518

Parcel Type (Class)
SUBDIVISION

Owner Type
PRIVATE

Lot Size(Calculated)(+/-5%) - Approximate lot size is calculated from a Geographic Information System. The true size of the lot is found on a legal survey plan.

Square Meter	Acre	Hectare
109079 11	26 954	10 908

Community
Chase Creek

Local Authority
TNRD (Electoral Area "L")

School District
Kamloops/Thompson



Services

Contact the Local Authority for services provided by other jurisdictions

Water Service	N/A
Sewer Service	N/A
Fire Protection	N/A
Invasive Plants Program	Link
Nuisance Mosquito Reduction	Link

Future Debt (Loan Authorization)

For enquiries, contact the Local Authority

Future Debt
None

Development

For enquiries, contact the Local Authority

Zoning Bylaw 2400	Site Specific Zoning N/A	Zoning AF-1
Development Permit Area N/A	Official Community Plan Name N/A	OCP Designation N/A

Lake Classification N/A	Lake Name N/A	Lakeshore Development Guidelines (Intersect) No
Fringe Area N/A	Floodplain Information Refer to Floodplain Management Bylaw 2828	Agriculture Land Reserve (Intersect) Yes
Riparian Area (Source: TRIM)(Intersect) Yes		Post-Wildfire Geohazard Risk Restrictions Unknown

Development and Building Permits

from July 2009 to Present (For enquiries, contact the Local Authority)

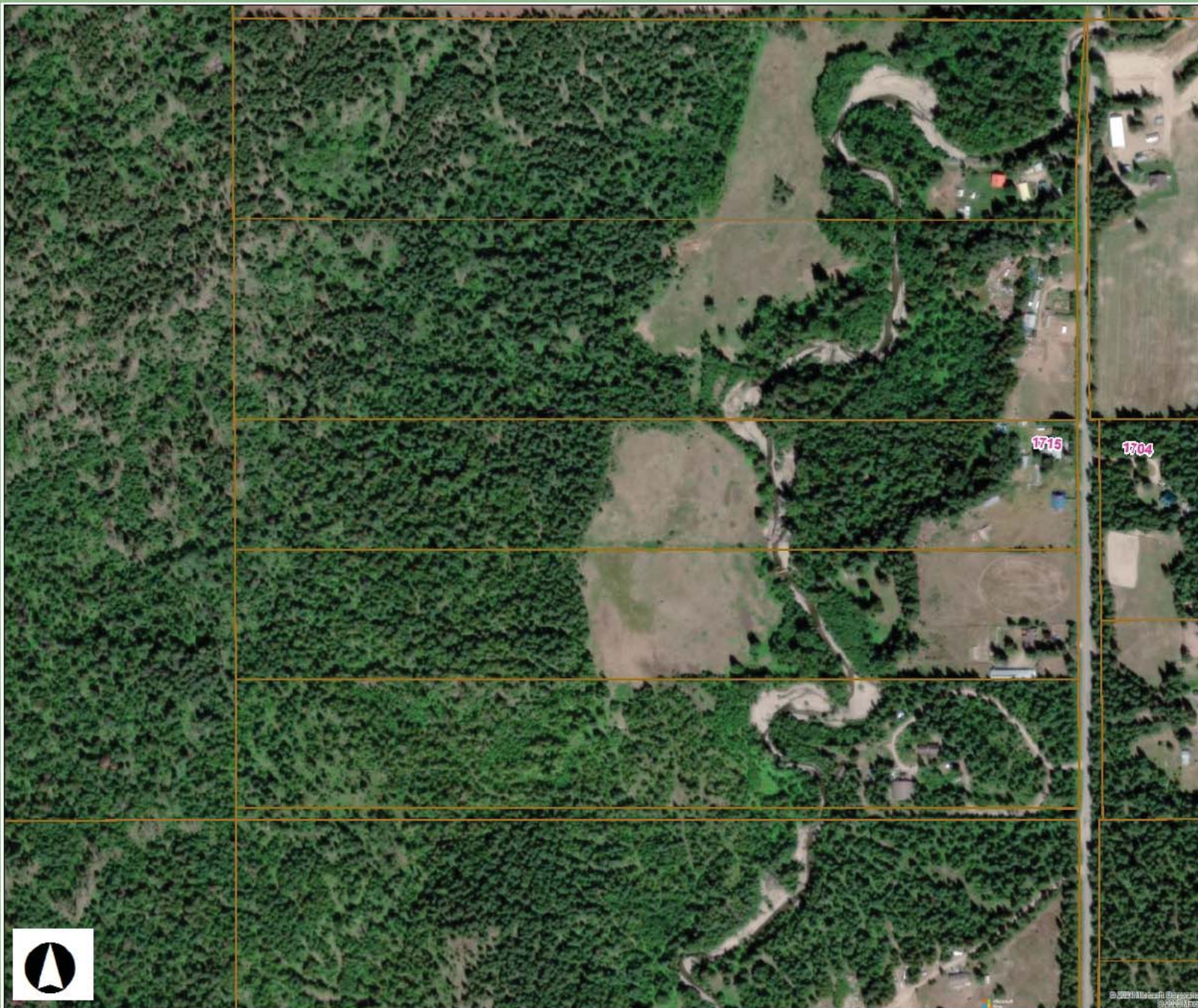
Folio 724.11282.062	File Number BP014498	Application Date Aug 17, 2016	Issued Date	Completion Date
			Status STOP WORK	Type of Construction Construct an addition

BC Assessment

For enquiries, contact BC Assessment Authority

Folio 724.11282.062	Actual Use 2 ACRES OR MORE (SINGLE FAMILY DWELLING, DUPLEX)		Manual class 2 Sty Sfd - New Standard		
Folio 724 11282 062	Land Title PID 006 819 788	Assess Year 2024	Land \$380,000 00	Improvement \$223,000 00	Property Class 1 Res
Folio 724 11282 062	Land Title PID 006 819 788	Assess Year 2023	Land \$387,000 00	Improvement \$234,000 00	Property Class 1 Res

Disclaimer This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and the Thompson Nicola Regional District (TNRD) is not responsible for its accuracy, completeness or how current it may be.









Legend

Library Services

-  Library
-  Mobile Library

Waste Disposal and Recycling

-  Eco-Depot
-  Recycle Depot
-  Product Stewardship Depot
-  Landfill
-  Transfer Station
-  Septage Pit

Emergency Services

-  Police Station
-  Ambulance Station
-  Fire Station
-  Hospital
-  Local Authority Office

Facility

-  Community Hall
-  Health
-  Transportation
-  Education
-  Utility
-  Landmark



Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

March 18, 2024

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.

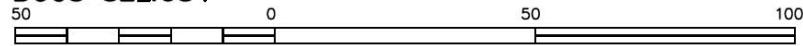


1715 Chase Falkland Road

Author:

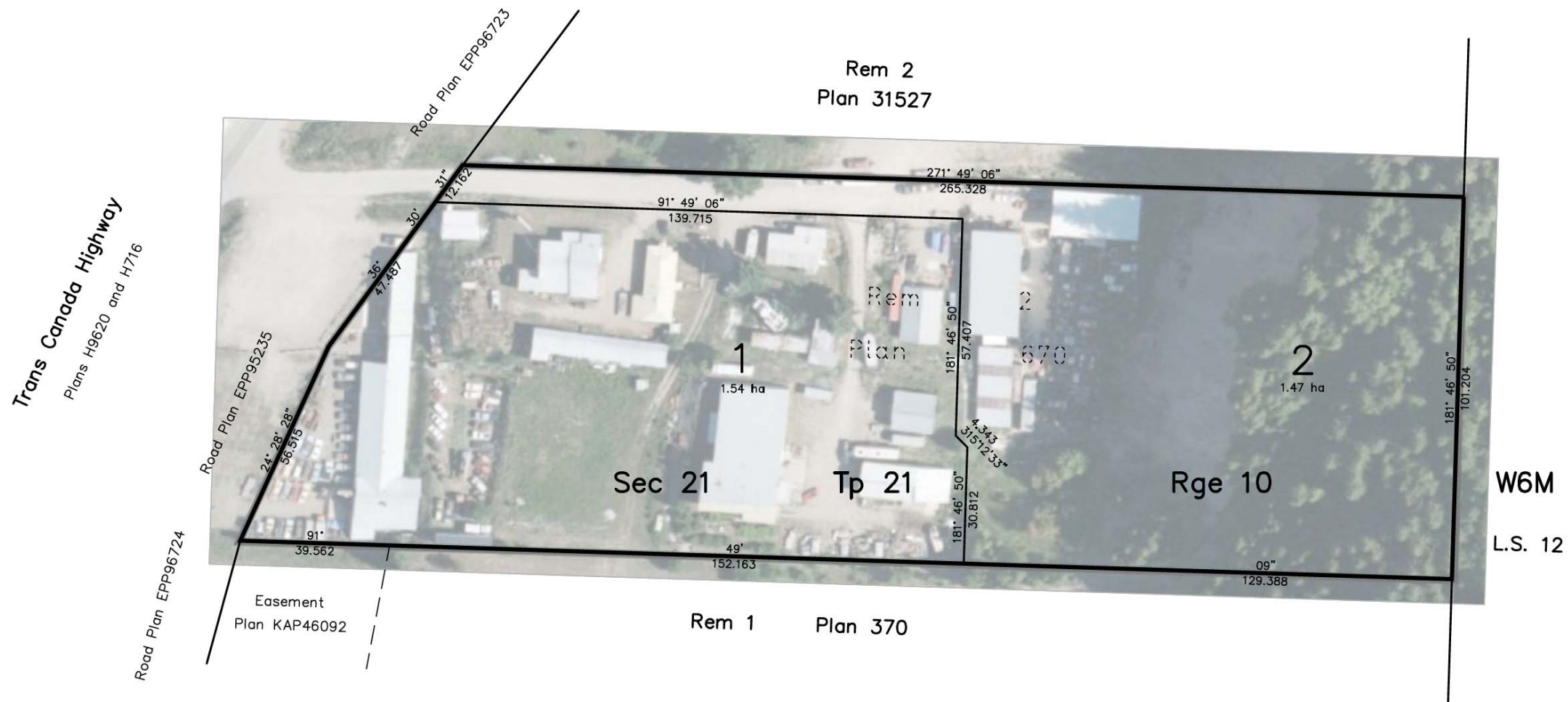
Sketch Plan Showing Proposed Subdivision of Lot 2, Sec 21, Tp 21, Rge 10, W6M, KDYD, Plan 670 Except Plans 14216, H716 and EPP95235

BCGS 82L.084



All distances are in metres.

The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:1000



Relevant Excerpts from Electoral Area C Official Community Plan Bylaw No. 725

(See [Bylaw No. 725](#) for all policies and land use regulations)

SECTION 3- Growing Gradually and Wisely

3.1 General Land Use Management

The policies of this Plan aim to protect the rural character of this area, yet allow modest growth in settled areas that are, or will be, serviced by community water and sewer systems. By directing growth to the Village Centre and Secondary Settlement Areas as shown on Schedule B Land Use Designations – Overview, and Schedule C Land Use Designations - Mapsheets, there will be less impact on the rural and natural areas of the community, thereby protecting natural habitat and preserving the area's highly valued rural character. This settlement pattern will also facilitate shorter vehicle trips, as well as encourage more walking, bicycling and the use of public transit.

3.1.1 Objectives

- .1 To be thoughtful and careful stewards of the lands and waters of the South Shuswap to allow future generations an opportunity to appreciate and benefit from wise choices made by today's elected decision-makers.
- .2 To manage growth by directing development and redevelopment in existing settled areas and to discourage development outside these areas.
- .3 To provide a clear separation between rural and non-rural lands to preserve both rural and non-rural lifestyle choices.
- .5 To support the growth and long-term viability of the agricultural industry in the South Shuswap.

3.1.2 Policies

- .1 Land uses and activities that adversely affect safety, health, or liveability within Area C are not supported.
- .4 Outside the Village Centre and Secondary Settlement Areas, new residential development is generally discouraged unless co-located with an agricultural use. Strip commercial development between these development areas is not acceptable.
- .5 Development will only be considered in areas with lower environmental values within the Village Centre and Secondary Settlement Areas, thereby allowing for the protection of areas with higher environmental values as well as agricultural lands.
- .7 Agricultural uses on ALR lands are supported in all land use designations. Agricultural uses on non-ALR lands may be supported in all land use designations subject to compatibility with adjacent land uses and setbacks set out in the zoning bylaw.

3.4 Residential

3.4.1 Policies

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:

Land Use Designation	Housing Form	Maximum Density
Medium Density (MD)	Detached	5 units/ac (1 unit/0.2 ac) 12 units/ha (1 unit/0.08 ha)
	Semi-detached	8 units/ac (1 unit/0.13 ac) 20 units/ha (1 unit/0.05 ha)
	Townhouse	12 units/ac (1 unit/0.13 ac) 30 units/ha (1 unit/0.03 ha)
Neighbourhood Residential (NR)	Detached, Semi-detached	2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, Semi-detached	1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, Semi-detached	1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, Semi-detached	1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, Semi-detached	1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, Semi-detached	1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, Semi-detached	1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, Semi-detached	1 unit per 148 acres (60 ha)

3.8 Commercial

3.8.1 Objective

- .1 To recognize existing commercial uses and provide for future commercial opportunities within the Secondary Settlement Areas.

3.8.2 Policies

- .1 Commercial development that is incompatible with the community, or would have unmitigated negative impacts on the environment, is not acceptable anywhere in the South Shuswap.
- .2 Large scale commercial development is not acceptable in the Secondary Settlement Areas or rural areas of the South Shuswap. Such development is directed to the Village Centre.
- .3 The Village Centre (VC) designation encompasses a broad range of commercial uses, including retail, food services, offices, business and personal services, community and

health-related services, public and institutional uses, recreation, arts and cultural activities, highway commercial uses, personal, professional and financial services.

- .4 Neighbourhood Commercial (NC) is acceptable in Secondary Settlement Areas, allowing a limited range of retail, and personal, professional and community services that meet the daily needs of local residents. Housing above grade level commercial is also acceptable.
- .5 Existing Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) land use designations are recognized on Schedules B and C. New Commercial (C), Tourist Commercial (TC) and Resort Commercial (RC) may be considered in the Secondary Settlement Areas through individual redesignation and rezoning applications.
- .6 Existing Waterfront Commercial (WC) developments are recognized on the Schedules B and C. New Waterfront Commercial (WC) developments are not supported.
- .7 Small-scale Highway Commercial (HC) which caters to the travelling public, is acceptable along the Trans-Canada Highway, but not between the Village Centres.
- .8 Multi-unit residential development is encouraged to locate near major commercial developments within the Sorrento Village Centre, in order to help create a more walkable community and to provide a population base to support businesses.
- .9 All new redesignation and rezoning applications for commercial uses which would require additional sewer or water capacity and which are located in proximity to a community sewer system and a community water system must connect to that system.

3.10 Agriculture (AG)

3.10.1 Policies

- .1 The lands designated as Agriculture (AG) are shown on Schedules B and C. In general, these are lands with half or more of their area lying within the Provincially-designated Agricultural Land Reserve at the time of writing of this Plan. Land lying within the Agricultural Land Reserve is identified on Schedule E – ALR Map. Agriculture is the primary and dominant land use, with a full range of crop and livestock production activities permissible, as well as homes, buildings and structures associated with agricultural operations.
- .2 The minimum parcel size of land for subdivision within the Agriculture land use designation is 60 hectares (148 acres).
- .3 New subdivision is discouraged within the Agriculture designation, other than subdivision along ALR boundaries or subdivision or parcel consolidations demonstrated not to have an intrusive or conflicting impact on the surrounding agricultural community.
- .4 The Agriculture land use designations encompass agricultural uses, and uses accessory to agriculture. Subject to the guidelines of the Agricultural Land Commission and the zoning bylaw the following uses are appropriate in lands designated Agriculture: agritourism operations and agri-accommodation, and uses which will not affect the long-term agricultural capability of the land.

- .5 Secondary dwelling units are supported on land designated AG in accordance with the provisions of the Agricultural Land

Section 6 – Respecting our Sensitive Environments

6.4 Hazardous Areas

Hazardous Areas include lands that are susceptible to flooding, erosion, landslip, and rock fall. This includes steeply sloping areas in excess of 30% slope, areas on or below unstable slopes (subject to subsidence, rockfall or severe erosion) or areas subject to flooding. If subdivision and development occur in these hazard areas, it is important that scientific assessments are undertaken in order to mitigate potential harm to persons or damage to property.

6.4.1 Objectives

- .1 To protect human life and property from natural and human-made hazards.
- .2 To minimize and mitigate human and development-related activities so that they do not contribute to flooding increased water run-off, soil erosion, or slope instability.

6.4.2 Policies

The Regional District will:

- .1 Implement Hazard Lands Development Permit Areas;
- .2 When reviewing subdivision applications in areas subject to hazardous conditions, a recommendation will be made to the Provincial Approving Officer to either:
 - a) Refuse the subdivision of lands subject to hazardous conditions; or
 - b) Require the registration of a suitably worded Section 219 Covenant, prohibiting areas subject to hazardous conditions from use or development.

Section 12. Development Permit Areas

The *Local Government Act* provides the Regional District with the authority to establish a development permitting system. It also makes provision for local governments to require applicants for development approvals to undertake impact studies.

Development Permits are one of the most effective legal tools for the protection of environmentally sensitive areas, avoiding development in hazardous conditions, and setting out expectations regarding “form and character” of development. Local governments may designate Development Permit Areas (DPAs) in an OCP. When an area is designated, the local government must describe the special site conditions or objectives that justify the designation, and specify guidelines to achieve those objectives.

Where land is subject to more than one Development Permit Area designation, a single Development Permit is required. The application will be subject to the requirements of all applicable Development Permit Areas, and any Development Permit issued will be in accordance with the guidelines of all such Areas.

Variances, as well as conditions respecting the sequence and timing of construction, may also be considered for inclusion within a Development Permit in accordance with applicable guidelines as per the authority granted under s.920() and s.920(3) of the *Local Government Act*.

12.1 Hazardous Lands Development Permit Areas (*Steep Slope*)

12.1.1 *Purpose*

The Hazardous Lands Development Permit Area is designated under the *Local Government Act* for the purpose of protecting development from steep slope hazardous conditions.

12.1.2 *Justification*

Whereas steep slopes pose a potential landslide risk, a Hazardous Lands Development Permit Area is justified so that DP guidelines and recommendations from qualified engineering professionals are utilised prior to development in steep slope areas in order to provide a high level of protection from ground instability and/or slope failure.

12.1.3 *Area*

All properties, any portion of which, contain slopes 30% or greater are designated as Hazardous Lands Development Permit Area (*Steep Slope*). These are referred to as 'steep slope' areas below. The CSRD requires a slope assessment of slope conditions as a condition of development permit issuance. Provincial 1:20,000 TRIM mapping, using 20m (66ft) contour information, may provide preliminary slope assessment; however, a more detailed site assessment may be required.

12.1.4 *Exemptions*

A Hazardous Lands Development Permit is not required for the following:

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²) which are placed on slopes of less than 30%;
- .2 Non-structural **external** repairs or alterations exempted by the BC Building Code; or
- .3 Non-structural **internal** repairs or alterations exempted by the BC Building Code which do not create sleeping accommodations or bedrooms.

12.1.5 Guidelines

- .1 Whenever possible placement of buildings and structures should be considered first in non-steeply sloped areas, i.e. less than 30% slope;
- .2 In order to protect against the loss of life and to minimize property damage associated with ground instability and/or slope failure, development in steep slope areas is discouraged;
- .3 Occupant and public safety shall be the prime consideration of the qualified geotechnical professional and the CSRD prior to approval of development in steeply sloped areas; and,
- .4 Geotechnical reports from qualified geotechnical professionals must address best engineering practices in the field of geotechnical engineering and provide detailed recommendations. At the discretion of CSRD staff an independent third party review of the submitted report(s) may be undertaken.

Where steep slope areas are required for development, development permits addressing Steep Slopes shall be in accordance with the following:

For subdivision, either 12.1.5.5 or 12.1.5.6 applies:

- .5 Submission of a geotechnical report by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering.
 - a. The geotechnical report, which the Regional District will use to determine the conditions and requirements of the development permit, must certify that the land may be used safely for the use intended.
 - b. The geotechnical report must explicitly confirm all work was undertaken in accordance with the APEGBC Legislated Landslide Assessment Guidelines.
 - c. The report should include the following types of analysis and information:
 - i. site map showing area of investigation, including existing and proposed: buildings, structures, septic tank & field locations, drinking water sources and natural features, including watercourses;
 - ii. strength and structure of rock material, bedding sequences, slope gradient, landform shape, soil depth, soil strength and clay mineralogy;
 - iii. surface & subsurface water flows & drainage;
 - iv. vegetation: plant rooting, clear-cutting, vegetation conversion, etc.
 - v. recommended setbacks from the toe and top of the slope;
 - vi. recommended mitigation measures; and

- vii. recommended 'no-build' areas.

 - d. Development in steep slopes should avoid:
 - i. cutting into a slope without providing adequate mechanical support;
 - ii. adding water to a slope that would cause decreased stability;
 - iii. adding weight to the top of a slope, including fill or waste;
 - iv. removing vegetation from a slope;
 - v. creating steeper slopes; and
 - vi. siting Type 1, 2 and 3 septic systems and fields within steep slopes.

 - e. A Covenant may be registered on title identifying the hazard and remedial requirements as specified in the geotechnical or engineering reports for the benefit and safe use of future owners.
- .6 Registration of a Covenant on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% and greater.

For construction of, addition to or alteration of a building or other structure:

Compliance with and submission of the relevant geotechnical sections of Schedule B-1, B-2 and C-B of the BC Building Code by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering. A Covenant may be registered on title identifying hazards and restrictions regarding construction, habitation or other structures or uses on slopes of 30% or greater.

12.7 Commercial Development Permit Area

.1 Purpose

The Commercial Development Permit Area is designated under the *Local Government Act* for the establishment of objectives for the form and character of commercial development for areas designated as Commercial in the OCP,

.2 Justification

The justification of this Commercial DP is to promote pedestrian movement and a high level of site and building design which integrates well with the character of the surrounding built environment. As some commercially designated parcels are outside of the Village Centre and Secondary Settlement Areas it is important that commercial development fit with the primarily residential and rural character of the area.

.3 Area

This DPA applies to the areas designated as commercial (C, TC, RC, WC, HC) as set out in Schedules B and C.

.4 Exemptions

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²);
- .2 Non-structural external repairs or alterations exempted by the BC Building Code; or,
- .3 Creation of impervious or semi-impervious surfaces less than 100 m² (1,076.4 feet²).

.5 Guidelines

- .1 A landscaped buffer between parking areas and public streets should be provided. Additional landscaping within parking lots is encouraged;
- .2 The primary pedestrian entrance to all units and all buildings should be from the street, or if from the parking lot, a pedestrian sidewalk should be provided. Entries must be visible and prominent;
- .3 Weather protection in the form of awnings or canopies should be provided over all grade level entries to residential and retail units;
- .4 Use of non-combustible external building materials is encouraged;
- .5 Outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
- .6 Design of signage and lighting should be integrated with the building facade and with any canopies or awnings; and,
- .7 Buildings on corners should have entries, windows and an active street presence on the two public facades, to avoid the creation of blank walls in prominent locations.



Agricultural Land Commission
 201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
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May 29, 2023

ALC File: 63895

Dave Cunliffe
D.S. Cunliffe Engineering Services
Delivered Electronically

Dear Dave Cunliffe:

Re: Reasons for Decision - ALC Application 63895

Please find attached the Reasons for Decision of the Okanagan Panel for the above noted application (Resolution #222/2023). As agent, it is your responsibility to notify the applicant accordingly.

Please note that the submission of a \$150 administrative fee may be required for the administration, processing, preparation, review, execution, filing or registration of documents required as a condition of the attached Decision in accordance with s. 11(2)(b) of the ALR General Regulation.

Under section 33.1 of the *Agricultural Land Commission Act* (“ALCA”), the Chair of the Agricultural Land Commission (the “Commission”) has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Under section 33 of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. A request to reconsider must now meet the following criteria:

- No previous request by an affected person has been made, and
- The request provides either:
 - Evidence that was not available at the time of the original decision that has become available, and that could not have been available at the time of the original decision had the applicant exercised due diligence, or
 - Evidence that all or part of the original decision was based on evidence that was in error or was false.

The time limit for requesting reconsideration of a decision is one year from the date of the decision’s release, as per [ALC Policy P-08: Request for Reconsideration](#).

Please refer to the ALC's [Information Bulletin 08 – Request for Reconsideration](#) for more information.

Please direct further correspondence with respect to this application to
ALC.Okanagan@gov.bc.ca

Yours truly,



Vidula Kulkarni, Land Use Planner

Enclosures: Reasons for Decision (Resolution #222/2023)

Schedule A: Airphoto Map

Schedule B: List of Buildings

cc: Columbia Shuswap Regional District (File: LC2588C PL20210000275). Attention:
Ken Gobeil

63895d1

63895d1



**AGRICULTURAL LAND COMMISSION FILE 63895
REASONS FOR DECISION OF THE OKANAGAN PANEL**

Non-Farm Use Application Submitted Under s.20(2) of the Agricultural Land
Commission Act

Applicant:

██████████

Agent:

Dave Cunliffe
(D.S. Cunliffe Engineering Services)

Property:

Parcel Identifier: 012-139-262
Legal Description: Lot 2 Section 21 Township
21 Range 10 West of the 6th Meridian
Kamloops Division Yale District Plan 670 Except
Plans 14216, H716 and EPP95235
Civic: A-4439 Trans-Canada Highway, Tappen,
BC
Area: 3 ha (2 ha within ALR)

Panel:

Gerry Zimmermann, Okanagan Panel Chair
Joe Deuling
Jerry Thibeault

—



OVERVIEW

- [1] The Property is located partially within the Agricultural Land Reserve (“ALR”) as defined in s. 1 of the *Agricultural Land Commission Act* (“ALCA”).
- [2] The Property contains several residences and non-farm uses within various buildings. In 1984, the Commission approved an antique auto museum (the “Auto Museum”) on the Property, and then in 1996, approved the expansion of the Auto Museum and construction of a storage building. Since that time, the non-farm uses on the Property have expanded without approval of the Commission.
- [3] The Applicant is applying to the Agricultural Land Commission (the “Commission” or “ALC”) under s. 20(2) of the ALCA to retain and expand the current non-farm uses on the 2 ha ALR portion of the Property, specifically:
- i. Retaining a ~392 m² Auto Restoration Shop and Vehicle Storage building (Building H); and
 - ii. Retaining and completing construction of a new ~208 m² Auto Restoration Shop building (Building M); and
 - iii. Relocation of 50% (~464 m²) of the existing ~800 m² outdoor vehicle storage associated with the Auto Museum onto the south-west portion of the Property, which is located immediately to the east of the Auto Museum (the “Proposal”).
- [4] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA:
- 6 (1) The following are the purposes of the commission:
 - (a) to preserve the agricultural land reserve;



- (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.

(2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:

- (a) the size, integrity and continuity of the land base of the agricultural land reserve;
- (b) the use of the agricultural land reserve for farm use.

EVIDENTIARY RECORD

[5] The Proposal, along with related documentation from the Applicant, Agent, local Government, and Commission is collectively referred to as the “Application”. All documentation in the Application was disclosed to the Agent in advance of this decision.

BACKGROUND

[6] In 1976, the Commission received two applications from a previous landowner. ALC application #00532 proposed to exclude ~3.4 ha of the property from the ALR. By Resolution #4959/76, the Commission refused the exclusion, but approved the landowner to extract the gravel from the east side of the property. In addition, the Commission acknowledged the presence of 4 non-conforming mobile homes and a triplex on the property. The same year, the Commission received ALC application



#00442 which proposed to expand an existing gravel pit on the property. By Resolution #4960/76, the Commission approved the application, subject to a rehabilitation plan.

[7] There are a number of residences currently on the Property and it is unclear whether any of those residences are those that have been acknowledged by the ALC under Resolution #4959/76. The matter of this Application relates to the proposed non-farm use and should any of the residences require approval of the Commission, a new non-adhering residential use application would be required to be submitted.

[8] In 1980, the Columbia Shuswap Regional District (CSR D) submitted ALC application #10724 to the Commission to exclude 200 ha of land from the ALR, including the eastern portion of the Property. By Resolution #1971/80, the Commission approved CSR D's proposal. The eastern portion of the Property was subsequently excluded; the western portion remains in the ALR in its current configuration.

[9] The Applicant purchased the Property in 1980 with some of the buildings already on it.

[10] In 1984, the Applicant submitted ALC application #17553 to construct an 802 m² building for the purpose of operating an antique auto museum (the "Auto Museum"). The Commission approved the application under ALC Resolution #435/84. Further, in its April 27th, 1984 letter to the Applicant, the Commission clarified that the approval under Resolution #435/84 should not be construed as justification to change the use of the Property or construct additional buildings without prior written authorization from the Commission.

[11] In February, 1996, the ALC wrote a letter to the Applicant regarding the unauthorized storage of antique vehicles on the Property and the adjacent parcel to the north (PID



012-139-254). The Commission requested that the vehicles be removed from PID 012-139-254, and that an application be submitted for the Property.

[12] In 1996, the Applicant submitted ALC application #30633 to the Commission to expand the previously approved Auto Museum and to construct a new 501 m² “catch all” storage building for farm tractors, farm trucks/trailers, lumber, hand-tools etc. The Commission approved the application under ALC Resolution #660/96 on the conditions that the storage building be located in an area that is unusable or at least less valuable for agriculture than using productive land, completion of gravel removal and reclamation of Lot 1, Plan 670 (PID 012-139-254) where gravel had been deposited without authorization, and no further structures on the site. The Panel notes that the Applicant did not submit an application to retain the unauthorized vehicle storage on the Property. The Panel further notes that the Applicant is seeking to relocate the portion of the unauthorized outdoor vehicle storage onto the SW portion of the Property as part of this Application.

[13] In 1997, the Applicant submitted a request for reconsideration of Resolution #660/96 to the Commission. The request asked to expand the use of the Auto Museum to include offering paid automobile storage, commercial auto-restoration services, and to operate as a bonafide “motor dealer and salvage yard”. The Commission reconsidered the request but refused the following proposed uses under the ALC Resolution #79/98:

- To sell cars and car parts
- To offer paid automobile storage
- To provide commercial auto restoration services
- To operate as a bonafide “motor dealer and a salvage yard”

[14] In 1998, the Applicant submitted another request for reconsideration of Resolution #660/96 to the Commission. The request asked to allow the applicants to sell cars



and parts in the Auto Museum. The request further asked to allow a residence in the newly constructed storage building. In the Refuse to Reconsider Letter dated May 4 1998, the Commission stated that it had previously refused the Applicant's request to sell cars and car parts under Resolution #79/98 and the Commission cannot reconsider it due to lack of substantial new information, and on the grounds that the proposal exceeds a level which the Commission considered appropriate in the ALR and in light of the level of impact that can be associated with such a proposal. The Commission further advised the Applicant that it is not prepared to consider any residential use of the storage building. The Panel notes that the Application material submits that Building G on the Property currently contains a storage, a workshop and a residence.

[15] In 2019, the Commission approved the ALC application #58712 that contained a proposal to widen and realign a 4.2 km section of Highway 1 near Tappen, BC subject to conditions under Resolution #26/2020. The ~ 0.5 ha portion of the Property related to the Application was impacted by MoTI right of way purchase. The Highway realignment bisected the ~1,433 m² Auto Museum on the Property. As a result, the Applicant reduced the Auto Museum building size by ~550 m². In addition, the highway realignment also cut through the outdoor vehicle storage area on the Property adjacent to Highway 1 which resulted in the reduction of its area by ~1900 m² (~0.19 ha). The outdoor vehicle storage area on the Property currently measures ~800 m².

[16] Schedule B of this decision provides a list and description of buildings on the Property. The Applicant states that, on the ALR portion of the Property, there are currently 5 residences (Buildings B, D, E, F and G) along with the Auto Museum (Building A), two hot rod shops (Building C and I), one auto restoration shop with vehicle storage (Building H), three workshops (Building J, K and L) and one more partially completed auto restoration shop (Building M).



- [17] The CSRD Board Report dated December 9, 2021 (the “CSRD Report”) states that the Property is in an area without a Zoning Bylaw; and is designated Tourist Commercial in the CSRD Official Community Plan Bylaw No. 725 (the “OCP”).
- [18] The CSRD Report also states that most development and uses on the Property were established prior to the adoption of the OCP. It further states that the auto restoration shop – Building M, is an expansion of pre-established use however, the developments initiated after the adoption of Bylaw No. 725 and Bylaw No. 660, require the Applicant to obtain the development and building permits prior to the construction. Building M had been issued a Stop Work Order and a Do Not Occupy Notice on March 25th, 2021 as the required CSRD permits were not obtained by the Applicant prior to its construction. The CSRD Report mentions that the CSRD will process the required building and development permits if the ALC approves the Proposal.
- [19] Additionally, the CSRD Report states that the auto-wrecking uses on the Property are currently encroaching onto the neighbouring ALR property to the north (PID: 003-659-861).
- [20] The Application material submits that the Applicant plans to remove the vehicles encroaching on PID: 003-659-861 and to complete soil rehabilitation on a 0.4 ha portion of the Property for tree-fruit plantation. The Panel notes that the Applicant did not include a request to approve the vehicle encroachment on PID: 003-659-861 as part of this Application. The Panel does not have an application authorized by the landowner of PID: 003-659-861 and therefore the focus of the Panel’s consideration is solely on the Application.
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[21] The Panel is aware that the some of the residential uses on the Property were recognized as non-conforming by the Commission under Resolution #4959/76. There is no evidence before the Panel about whether these residential uses have been continuous since 1972. The Panel makes no determination about whether these residential uses qualify for an exception under section 23(2) of the ALCA. However, the Panel notes that, even if the residential uses do fall under section 23(2), there is no right to replace the structures. Any future development/changes involving existing/ future residential uses/ buildings need to follow the required ALC processes.

ANALYSIS AND FINDINGS

[22] According to the Application material, there are currently 9 buildings on the ALR portion of the Property related to the auto body business. Schedule B attached with this decision lists all the existing buildings on the Property. Only two of these buildings (Building A and Building G) have been approved by the ALC:

- Building A: 715 m² Auto Museum approved by ALC Resolution #435/84. The Application material submits that the portion of the unauthorized outdoor vehicle storage associated with this building is part of the of the Application.
- Building C: 223 m² hot rod shop. While the application states the building was constructed in 1960, the Applicant purchased the property in 1980 and there is no evidence about when the current use of the building commenced.
- Building G: 502 m² workshop/storage approved by ALC Resolution #660/96. The unauthorized residential use of this building is not part of this Application #63895.
- Building I: 120 m² hot rod shop
- Building J: 108 m² workshop
- Building K: 180 m² workshop
- Building L: 190 m² workshop



- Building H: 392 m² auto restoration shop and vehicle storage. The Application material submits that this building was completed sometime before 2018.
- Building M: 208 m² auto restoration shop. The Application material submits that this building was partially completed in 2021 and is intended for overflow use from Building H and that it has received a Stop Work Order from the CSRD.

[23] The ALC has no record of approving any of the buildings or non-farm uses aside from those approved in ALC Resolution #435/84 and Resolution #660/96. As such, the Panel considered whether to approve all, or some of the unauthorized non-farm uses and associated structures on the Property.

[24] In addition to the Panel's consideration of the unauthorized structures, the Panel also considered the Applicant's request to relocate ~50% (~462 m²) of the ~800 m² unauthorized vehicle storage located southwest of the Auto Museum Building to the east of the Auto Museum Building. Resolution #26/2020 approved the realignment of Highway 1 that fronts the Property and reduced the area of unauthorized outdoor vehicle storage on the Property by ~1900 m² (~0.19 ha).

[25] The Application retained D.S.Cunliffe Consulting Services that provided a September 8, 2021 dated letter (the "Letter") as part of the Application which explains the rationale for the Proposal. The Letter explains that many of the buildings have existed on the Property for years and that if the Application is approved, the buildings' long-term use would be legitimized with the ALC and CSRD. In addition, the Letter submits that the current soil capability of the Property has limited potential for agriculture. The Letter also acknowledged that the *"property has had a long history of applications to the ALC, some rejected and what was approved subject to conditions that were largely not met"*.



[26] To assess agricultural capability on the Property, the Panel referred to agricultural capability ratings. The ratings are identified using the BC Land Inventory (BCLI), 'Land Capability Classification for Agriculture in B.C.' system. According to the published BCLI, the agricultural capability ratings applicable to the ALR portion of the western area of the Property are:

- Unimproved: 50% Class 3 with limitations of topography (T) and low fertility (F), and 50% Class 2 with limitations of topography (T)
- Improved: 100% Class 2 with limitations of a combination of soil factors (X).

The agricultural capability ratings applicable to the ALR area of the eastern portion of the Property are:

- Unimproved: 100% Class 4 with limitations of moisture deficiency (M)
- Improved: 100% Class 3 with limitations of moisture deficiency (M)

The BCLI Ratings are described as follows:

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 3 - land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

Class 4 - land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 7 - land has no capability for soil bound agriculture.



The limiting subclasses referenced area D (undesirable soil structure), F (low fertility), M (moisture deficiency), T (topographic limitations), and X (a combination of soil factors).

[27] In addition, the Panel received a professional Agrologist's report titled *Agricultural Capability Overview Rust Valley Restorers* prepared by Megan Ludwig, M.Sc, A.Ag, and Melanie Pioerecky, P.Ag of Associated Environmental Consultants Inc., dated June 2021 (the "AE Report"). The AE Report states that improving the fill areas on the ALR portion of the Property to an arable state would be costly and unlikely given that the area is impacted by buildings and infrastructure. The AE Report concludes that: *"In the ALR portion, the fill comprises 60% and consists of residential, industrial and commercial buildings, roads, and automotive storage. The back/east end of the property has been filled with overburden after gravel extraction, using fill from nearby MOTI projects to an unknown depth. Due to the factors listed, the fill area is considered 7X because the land currently has no capability for arable agriculture and is not reasonably improvable. The 0.5 ha or 20% of the ALR portion was assumed native soils, free of buildings and other infrastructure and appears to have manipulated based on the level of compaction, high clay content and resulting poor drainage, making it Class 4D under current conditions. This could be improvable to Class 3DM, however access and productivity of the small area would be limited"*.

[28] The Panel notes that, based on the BCLI ratings, the portions of the Property with Class 2 and Class 3 capability ratings are prime agricultural land, these lands are capable of producing a wide range of crops where minor restrictions of soil or climate may reduce the capability but pose no major difficulties to management. The portions of the Property with Class 4 capability rating have secondary capability but are capable of a restricted range of crops with farm management practices. However, the AE Report classifies much of the Property with Class 7 ratings as a result of the anthropogenic impacts of fill and non-farm use and structures. Class 7



has no capacity for soil bound agriculture; however, the Panel would like to clarify that Class 7 lands can be used for other agricultural activities such as non-soil bound agriculture and/or to accommodate accessory agricultural uses such as farm structures.

[29] Agricultural capability is one of many factors that the Commission may consider when evaluating the impact of a non-farm use proposal on the ALR. On receiving such an application, the Commission considers the proposal in the context of the purposes of the Commission set out in s. 6 of the ALCA. While the Commission has discretion to approve existing unauthorized non-farm uses, the Commission is not compelled to approve it because it exists. The Panel is concerned that such a justification would result in a cascading effect of continuous intrusion of unauthorized non-farm use into the ALR. Therefore, the Panel finds that unauthorized non-farm uses that degrade agricultural land should not be used as justification for continuing a non-farm use.

[30] The Panel reviewed the long history of applications and unauthorized uses on the Property. The Panel notes that the consideration is also done against a backdrop where the ALC letter dated April 27th, 1984 to the Applicant had clearly stated that the previous approval under Resolution #435/84 to construct the ~802 m² Auto Museum should not be construed as justification to change the present use of the Property or construct additional buildings without prior written authorization from the Commission. ALC Resolution #660/96 that approved the Applicant's request to allow the expansion of the Auto Museum and the construction of 501 m² 'catch all' building stated that no further structures be erected/ constructed on the Property. In both cases, the Applicant disregarded the Commission's decisions and construction of the 392 m² Auto Restoration Shop and Vehicle Storage (Building H), and partially constructed a 208 m² Auto Restoration Shop (Building M) in 2021 which was only halted due to the Stop Work Order issued by the CSRD. Further, the Application



material refers to a residence in the catch-all building (Building G) that the Commission does not have record of approving.

[31] The Panel finds that the unauthorized uses and structures have negatively impacted the integrity of the Property by degrading the agricultural capability of the soils that has resulted in the loss of potentially productive agricultural land. Further, the uses have diminished the agricultural suitability by constructing buildings in such a manner that precludes the last area of native soils on the Property from being used practically for agriculture. The Panel finds that continuation of the unauthorized auto related uses on the Property negatively impacts the future agricultural use of the Property as the uses take up area that would otherwise be available for non-soil bound agricultural uses or permitted uses ancillary to agriculture.

Conclusions

[32] The Panel appreciates the significant impact this decision will have on the auto-related business established on the Property and does not make its decision lightly. The Applicant submitted two successful non-farm use applications for an Auto Museum in 1984 and “catch-all” building for farm tractors, farm trucks/trailers, etc. in 1996; however, other non-farm uses on the Property have proliferated over time despite pointed direction from the Commission not to expand. As a result, there are many autobody related buildings on the Property that have not received the necessary approvals from the ALC. The Panel also notes that the Applicant has made previous applications to the ALC and is not unfamiliar with the requirements to seek ALC approval. The current non-compliance could have been avoided if the Applicant had adhered to the Commission’s direction not to expand or undertaken due diligence to request approval before further investments into the non-farm use.



[33] After reviewing the impacts of the unauthorized structures, parking, uses on the Property that have degraded the agricultural capability of land, the Panel refuses the Proposal to legitimize the unauthorized auto related non-farm uses and the relocation of unauthorized vehicle parking. To approve a non-farm use on the basis, even in part, of degradation caused by that non-farm use is inconsistent with the ALC's mandate under section 6 of the ALCA to preserve agricultural land. To do so would encourage landowners to degrade their land through non-farm uses, then seek the ALC's forgiveness. Non-compliance should not be used as a tactic to force the Commission's hand.

[34] Although the Panel does not approve the Proposal, Resolution #435/84 for the Auto Museum and Resolution #660/96 for the "catch all" building (Building G) remain approved. The Applicant may continue to use these structures in accordance with the Commission's decision and conditions.

[35] In order to provide a reasonable amount of time for the unauthorized uses to relocate to a more appropriate location, the Commission will defer enforcement actions against the contravention for a period of 2 years from the date of release of this decision.

DECISION

[36] For the reasons given above, the Panel refuses the Proposal to retain and expand the current non-farm uses on the 2 ha ALR portion of the Property.

[37] These are the unanimous reasons of the Panel.

[38] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(3) of the ALCA.



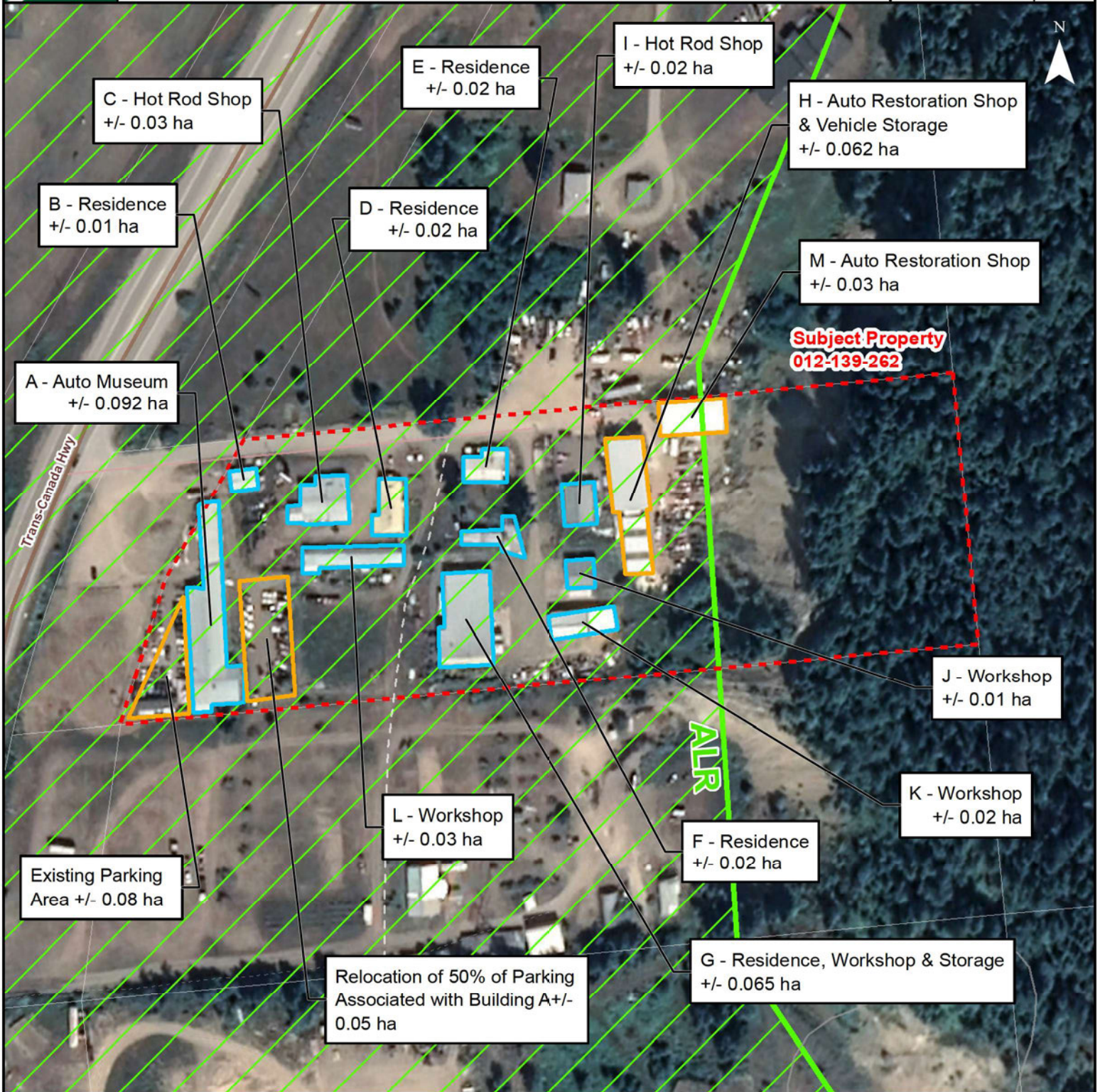
[39] Resolution #222/2023

Released on May 29, 2023

A handwritten signature in black ink, appearing to read 'G. Zimmermann', with a long horizontal flourish extending to the right.

Gerry Zimmermann, Panel Chair

On behalf of the Okanagan Panel



ALC FILE NO:	63895
MAP PRODUCED:	May 29, 2023
MAP SCALE:	1:2,000
DATA SOURCES & NOTES: ALC, BCGW, Google & CNES / Airbus. Contains information licensed under Open Government License - British Columbia.	
Map for reference only. Accuracy not guaranteed.	

	Building & Vehicle Storage
	Building
	Subject Property
	Agricultural Land Reserve
	PMBC Parcel Cadastre

0 20 40 60 80 100
Metres



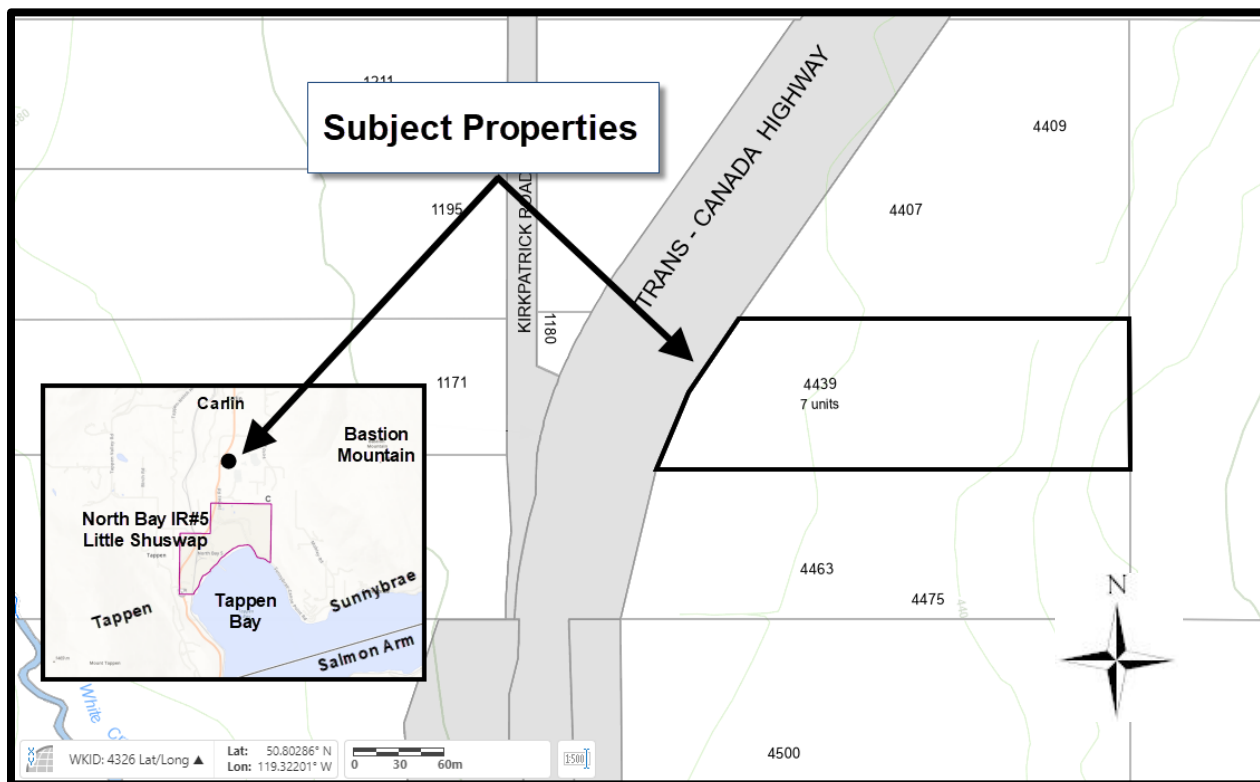


____ALC File 63895 Reasons for Decision

Schedule B: List of Buildings

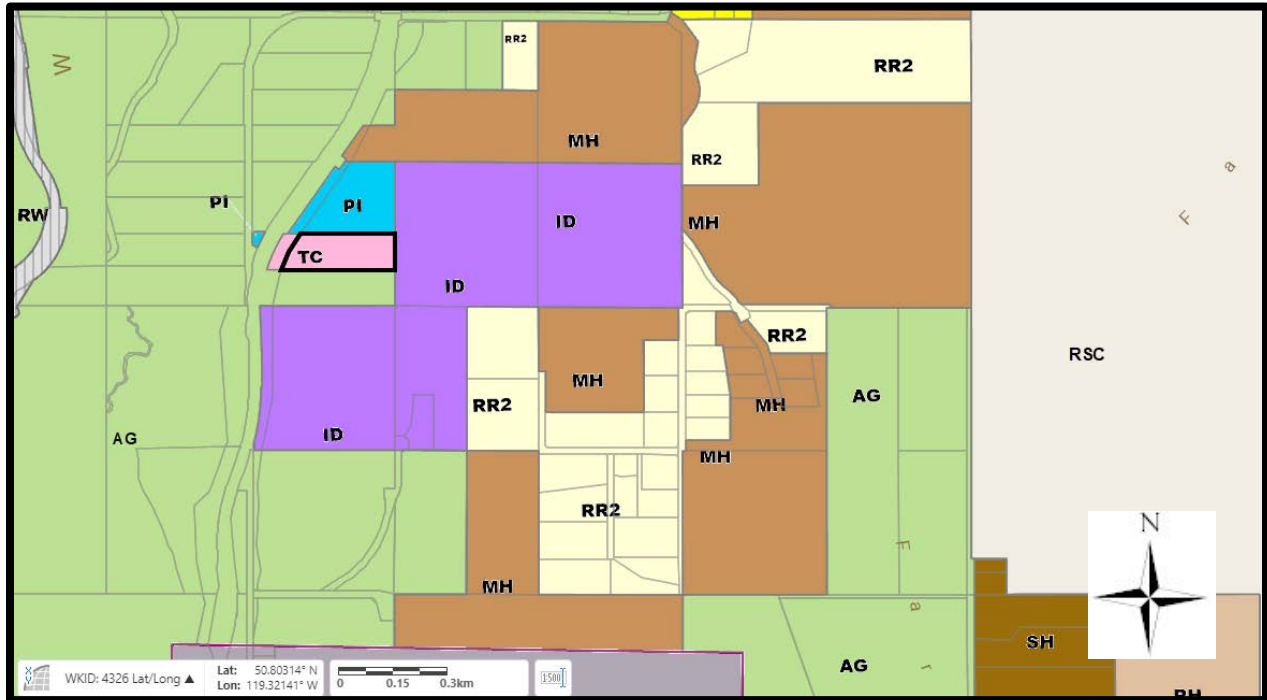
Name	Use	Approximate Area in m²	Year of Construction
Building A:	Auto Museum	715 approved but has reduced is size	1984
Building B:	Residence	107	1960
Building C:	Hot Rod Shop	223	1960
Building D:	Residence	130	1960
Building E:	Residence	167	1960
Building F:	Residence	93	1960
Building G:	Workshop and Storage with Residence	502	1996
Building H:	Auto Restoration Shop and Vehicle Storage	392	Pre- 2018
Building I:	Hot Rod Shop	120	2005
Building J:	Workshop	108	2005
Building K:	Workshop	180	2005
Building L:	Workshop	190	1980
Building M	Auto Restoration Shop (for overflow in association with Building H)	208	Partially completed in 2021

Location

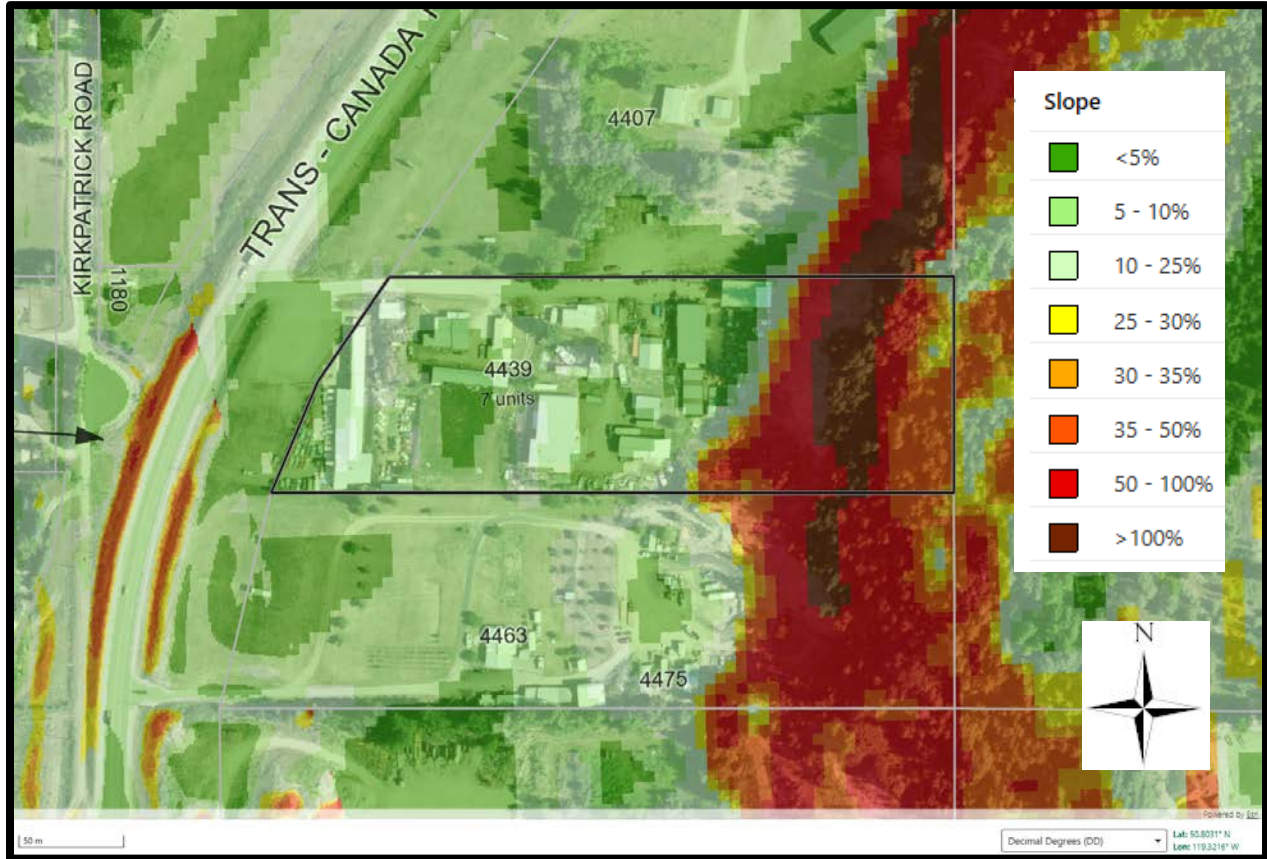


Electoral Area C Official Community Plan Bylaw No. 725

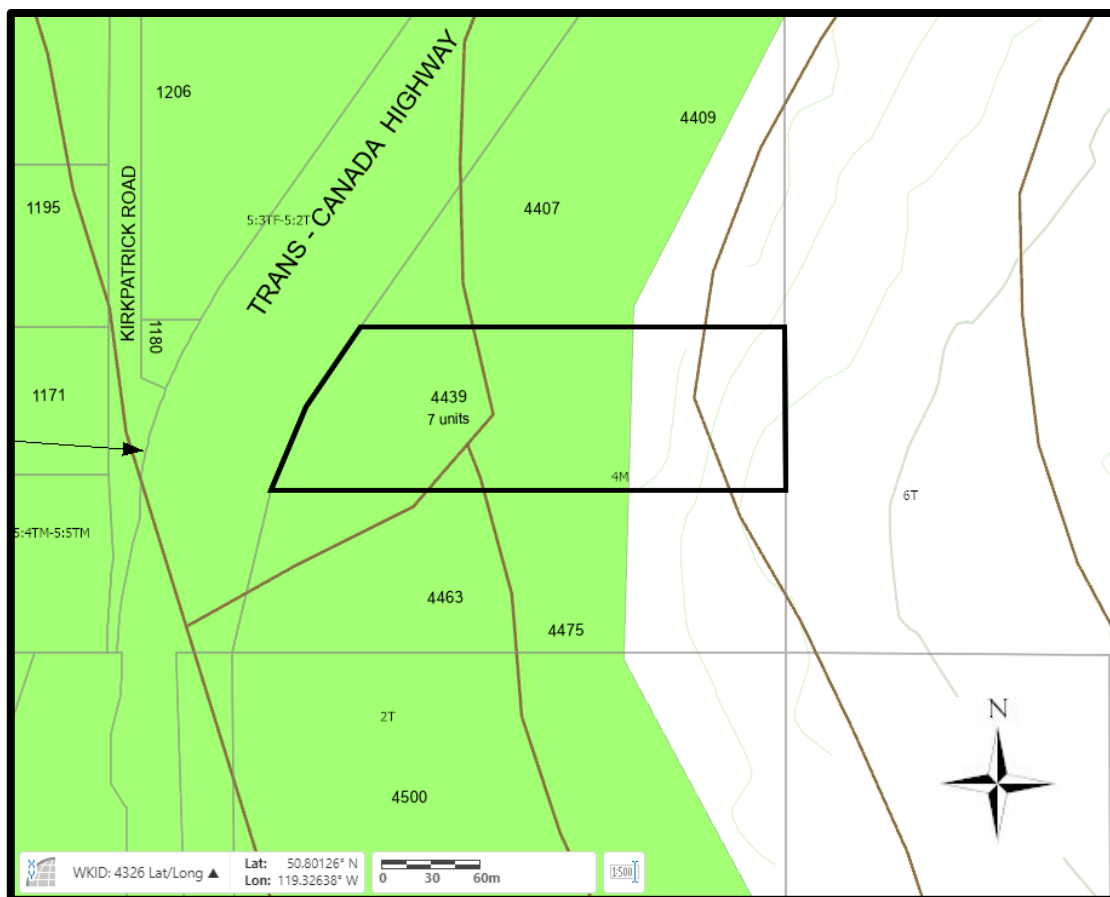
TC – Tourist Commercial



Slopes and CSRD Orthophoto (2023)



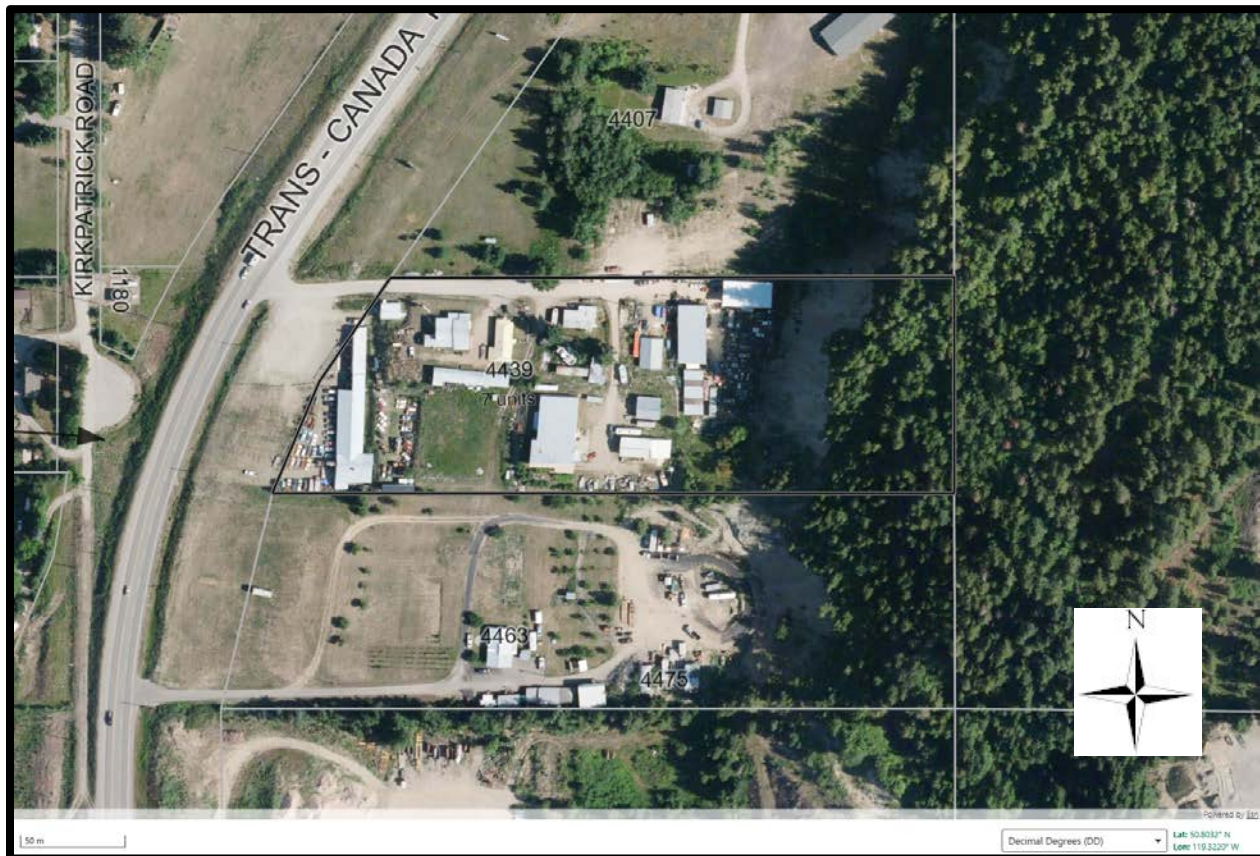
Agricultural Land Reserve (ALR)



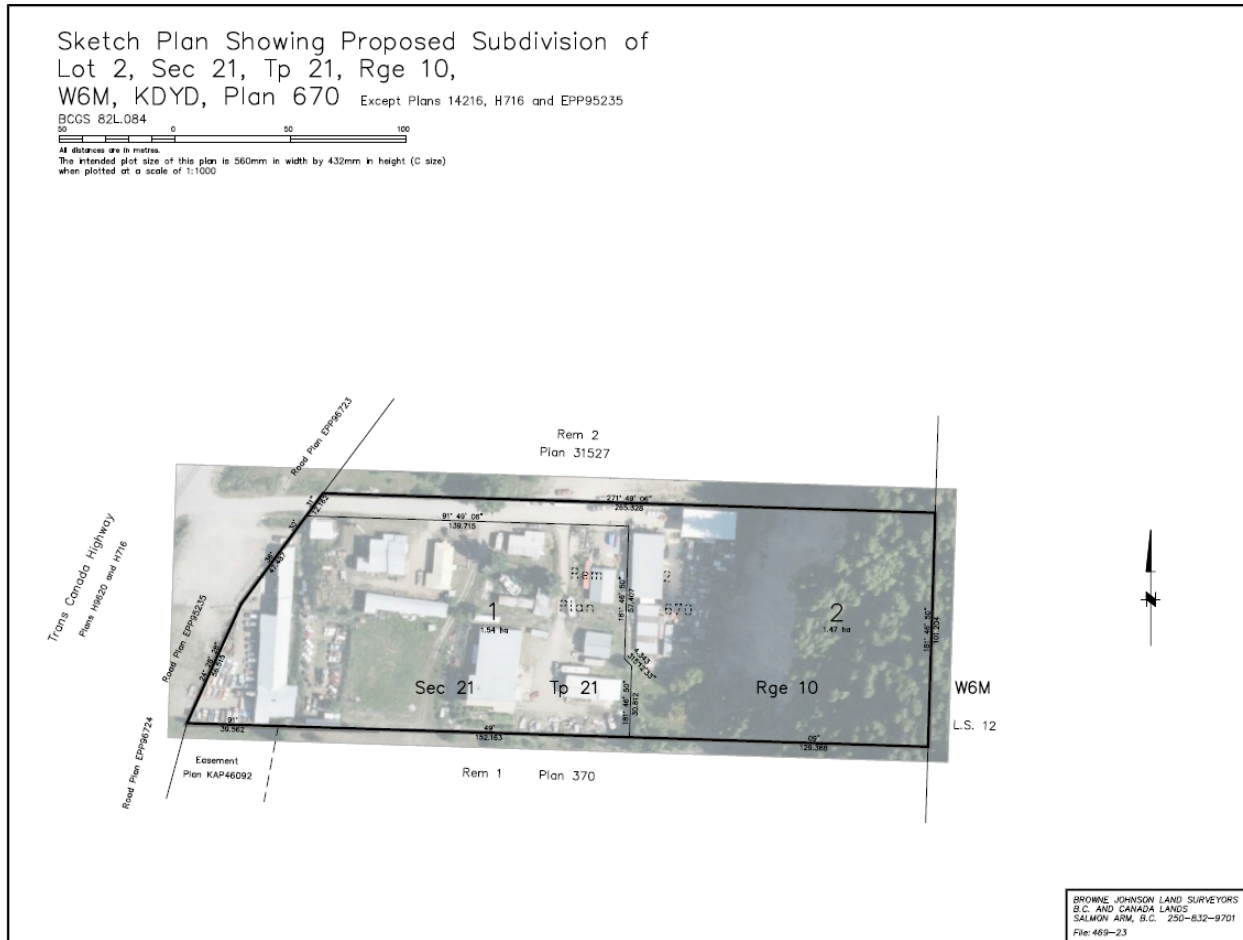
ALR and CSRD Ortho Imagery (2023)



Ortho-Imagery – CSRD 2023



Proposed Subdivision Submitted by Applicant



Approximate Subdivision within Agricultural Land Reserve

Prepared by staff



Google Streetview - 2024

Boundaries are Approximate



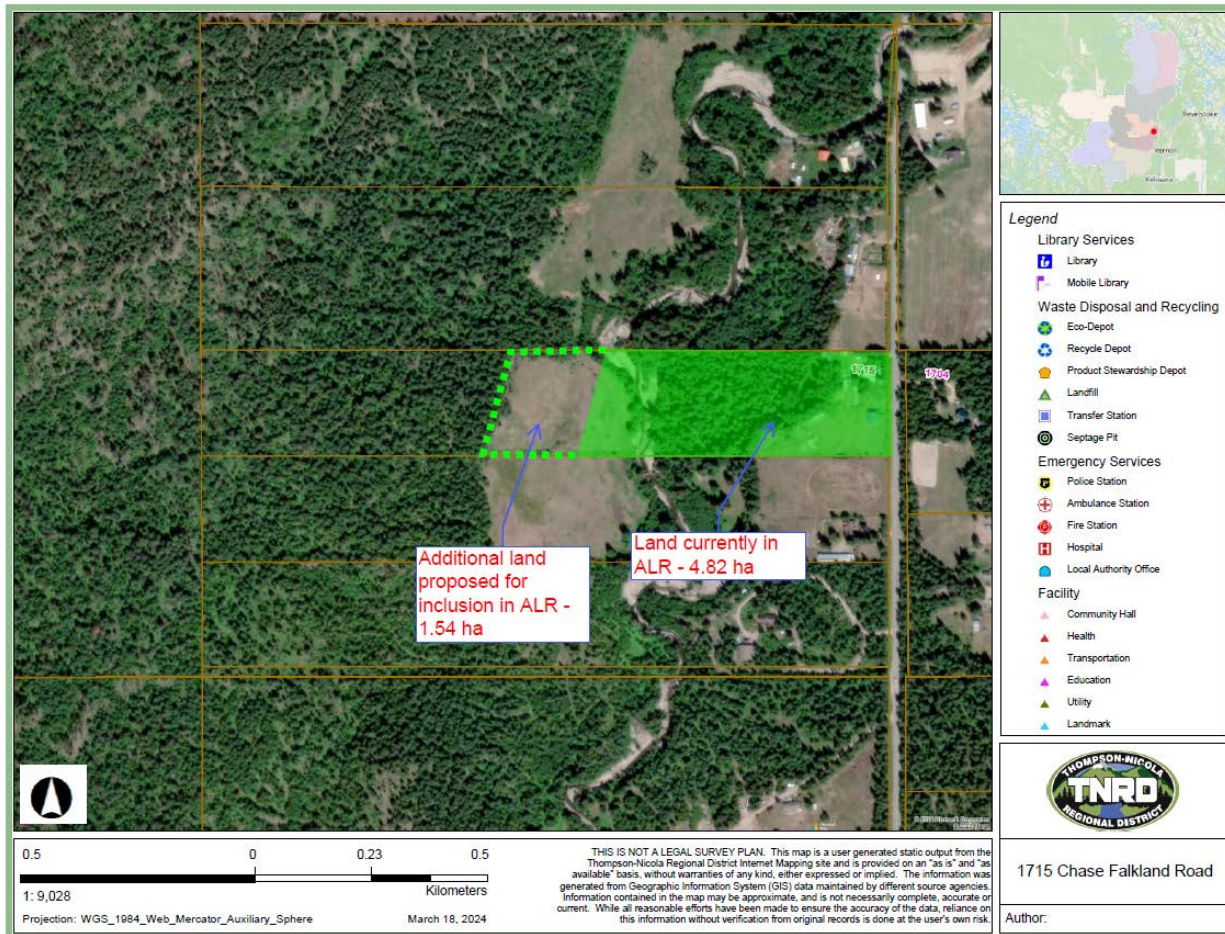
Existing Site Conditions – 2021

From ALC Application LC2588C 2021



ALR Inclusion (Separate Application)

1715 Chase Falkland Rd (TNRD)





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area G: Development Permit No. 725-568

DESCRIPTION: Report from Christine LeFloch, Planner III, dated January 31, 2025.
Lot 7, Balmoral Road, Blind Bay

RECOMMENDATION: THAT: In accordance with Section 490 of the Local Government Act, Development Permit No. 725-568 for Lot 7, Section 8, Township 22, Range 10, W6M, KDYD, Plan EPP63121 be authorized for issuance this 20th day of February, 2025;

AND THAT: Issuance be conditional upon receipt of a revised planting plan which includes species that are applicable to the Shuswap area (Plant Hardiness Zone 6b).

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The owners of the subject property are proposing a multi-family development consisting of 9 four-plex buildings totalling 36 residential units on the subject property. The property is designated Medium Density Residential; a Village Centre and Secondary Settlement Area Form and Character Development Permit is required for this multi-family development. The proposal meets the guidelines for this Form and Character Development Permit Area, and staff are recommending that the permit be authorized for issuance.

BACKGROUND:

ELECTORAL AREA:

G

LEGAL DESCRIPTION:

Lot 7, Section 8, Township 22, Range 10, W6M, KDYD, Plan EPP63121

PID:

029-932-211

CIVIC ADDRESS:

No address, Balmoral Road

SURROUNDING LAND USE PATTERN:

North = Medium Density Residential (single detached dwellings)

South = Agriculture (ALR)

East = Balmoral Road, Rural Residential

West = Medium Density Residential (single detached dwellings)

CURRENT USE:

Vacant Land

PROPOSED USE:

Multi-family development consisting of 9 four-plex buildings (36 units). The applicants have stated that the units will be for long term rental.

PARCEL SIZE:

1.5 ha (3.71 acres)

DESIGNATION:

[Electoral Area C Official Community Plan Bylaw No. 725](#)

MD Medium Density

ZONE:

[South Shuswap Zoning Bylaw No. 701](#)

R2 Medium Density Residential

SITE COMMENTS:

The subject property is located at the corner of Balmoral Road and Golf Course Drive in Shuswap Lake Estates. The property has frontage on both roads and the site plan for the proposed development indicates that there will be access from each road to different areas of the development. The property has slopes over 30% and a Hazardous Lands Steep Slopes Development Permit is also being processed concurrently with this application. See site plan included in attached "DP725-568_Maps_Plans_Photos.pdf".

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

[Electoral Area C Official Community Plan Bylaw No. 725](#)

12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area

[South Shuswap Zoning Bylaw No. 701](#)

Section 1 - Definitions

Section 12 - R2 Medium Density Residential Zone

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

A Development Permit is required to address the form and character of multi-family development on the subject property for the proposed construction of 9 four-plex buildings which are to become long-term rentals. The units are not proposed to be subdivided and will remain as one legal entity.

[Electoral Area C Official Community Plan Bylaw No. 725](#)

The subject property is located within the Blind Bay Secondary Settlement Area (SSA) designated in Bylaw No. 725 (which also applies to Area G) and is designated MD Medium Density. The MD designation permits a density of up to 20 units per ha for detached, semi-detached or townhouse dwellings. The proposed multi-family development is appropriate within the SSA and MD designation subject to issuance of a form and character development permit as outlined below.

Village Centre and Secondary Settlement Area Form and Character Development Permit Area

Bylaw No. 725 designates all lands located within the Village Centre of Sorrento or a Secondary Settlement Area that are proposed for either commercial or multi-family residential development as a Village Centre and Secondary Settlement Area Form and Character Development Permit Area (DPA). This DPA is established to promote a high level of building and site design in the most populated areas of Electoral Areas C and G, which takes into consideration pedestrian movement, designing in harmony with site conditions, neighbourhood character, and ensures that development includes appropriate landscaping, parking and safety considerations.

With regard to the proposed multi-family development the following considerations have been included in the site design:

Building Design

Building designs for the development include twelve 1-bedroom units and twenty-four 2-bedroom units. There are six different plans that include walk-up, walk-out and crawlspace styles for each of the 1 and 2-bedroom configurations. The siding for the buildings will be fibre cement in a range of finishes in arctic white, with black accents including black roofing, trim, railings and gutters. Buildings will have some differences to provide variety and interest and complement the character of the area.

Parking, Vehicular Traffic & Pedestrian Routes

The property contains steep slopes, and the site design takes this into consideration by locating one building at the bottom of the slope with access off Golf Course Drive with the remaining eight buildings located at the top of the slope with access from Balmoral Road. See site plan included in "DP725-568_Maps_Plans_Photos.pdf". There is no vehicular connection between the two portions of the development. A walkway for residents of the development is being contemplated to connect the two and to provide a pedestrian route from the upper portion of the development to Golf Course Drive. This is not on the current plans, but the applicant advised that it may be added at a later date. The walkway is not a condition of the development permit. Parking includes 51 spaces to be located in front of each building, a portion of this will be designated as visitor parking. Parking areas and manoeuvring aisles will be paved. Sidewalks will be provided between parking areas and buildings to allow for safe pedestrian movement. There are wider spaces provided at each end of the parking area in the upper portion of the development for ease of vehicles turning around. The manoeuvring aisles will be greater than 6 m wide which will accommodate emergency vehicles.

Landscaping and Screening

Landscaping plans have been provided by the developer. These are attached as "DP725-568_Landscaping_Plan.pdf". Plans include the planting of trees and shrubs throughout the site to provide shade and improve aesthetics. Plantings will be incorporated into the surface parking areas to break it up and improve aesthetics. Privacy planting will be provided where buildings abut roadways, and sod will be used behind the buildings. A drainage swale will be constructed on the slope below the buildings to collect runoff from buildings and parking areas. Spacing of new plantings follows FireSmart standards; and while native vegetation will be retained on a large portion of the site, some trees will be removed within the FireSmart setbacks identified on the site plan. The landscape plan also includes irrigation of all plantings, and plants will be chosen for hardiness within the local climate zone. It is

noted that the landscaping plans provided by the applicant included a species list however it was based on the Lower Mainland/Vancouver Island. It is noted that the south coastal areas of BC are generally in hardiness zones 7-8, while the Shuswap is in hardiness zone 6b. This makes a difference in terms of the type of plants that will grow. Staff are recommending that issuance of the permit be conditional upon the receipt of a landscaping plan with a new species list that is reflective of the Shuswap area. The applicant has been advised and is working with their landscape architect to update the plans accordingly.

Commercial garbage bins will be provided at both ends of the parking area for the eight buildings in the upper portion of the development. Garbage collection will utilize individual bins for the 4 units in the one building at the lower portion of the development. The commercial garbage bins are to be screened with fencing or landscaping with secure enclosures in accordance with the development permit guidelines. This will be included as a condition of the permit.

Signage and Lighting

The applicant has indicated that signage and lighting have not yet been determined for this development but are intended to be utilized. Staff recommend that lighting be placed throughout the parking areas to improve safety and that light standards used be downward facing to minimize light pollution beyond the immediate area. This has been included as a condition of the development permit. Signage may be placed at the entrances to the development. Staff recommend that signage be integrated into the landscaping elements. It is noted that there are no zoning regulations regarding identification signage for residential developments in Bylaw No. 701.

Hazardous Lands (Steep Slopes) Development Permit Area

The subject property contains slopes over 30% and therefore requires a Hazardous Lands (Steep Slopes) Development Permit. The applicant has made the requisite application which includes a geotechnical report by GeoPacific Consultants. Technical development permits such as this are delegated to the Manager of Development Services for approval.

Zoning

The subject property is zoned R2 Medium Density Residential per South Shuswap Zoning Bylaw No. 701, as amended (Bylaw No. 701). This zone permits "multiple dwelling" which is defined as "a building containing three or more dwelling units each of which is occupied or intended to be occupied as a permanent home or residence of not more than one household". This definition includes the four-plex dwellings proposed for this development. The maximum density for multiple dwellings is 25 units per ha. For this 1.5 ha property this results in a maximum of 37 units. The proposed development is for 36 units, meeting this requirement. The site plan indicates that the setbacks from property boundaries will be a minimum of 5 m on all sides meeting the requirements for setbacks from all property boundaries. Further, the proposed buildings will have a maximum height of 9.4 m, which is under the maximum 11.5 m height allowed in the R2 Zone. The number of parking spaces proposed is in compliance with the parking requirements, and the parcel coverage for the proposed development is 18.5% which is well under the maximum of 50% permitted for this zone. There are no variances required to zoning regulations.

Servicing

Section 12.3 of Bylaw No. 701 states that all parcels created by subdivision in the R2 Zone shall be connected to a community sewer system and a community water system. This property is located within Shuswap Lake Estates and the proposed development will be connected to both community water and sewer systems owned and operated by Shuswap Lake Estates (Shuswap Sanitation and Shuswap Lake Utilities).

Building Permits

Building permits are required for all construction in Electoral Area G.

Analysis

This project is unique in that it proposes new, smaller multi-family residential units that are intended exclusively for the long-term rental market. Staff consider this a good project for the Blind Bay area as it will help to diversify the housing market.

Guidelines and zoning regulations related to building design, parking, vehicular traffic, pedestrian routes, landscaping and screening have been discussed in their respective sections above and can adequately be addressed for the subject property. While details are not currently available, conditions related to lighting and signage have been discussed with the applicant and will be included in the development permit. As noted above, it is recommended that an updated planting plan and species list be provided by the applicant as a condition precedent to issuance of the permit. Staff are satisfied that the proposed development is in general accordance with the guidelines for the Village Centre and Secondary Settlement Area Form and Character Development Permit Area, therefore no further analysis is required.

Rationale for Recommendation:

A Form and Character Development Permit is required for the multi-family development proposed for the subject property. Staff are recommending that Development Permit No. 725-568 be approved for issuance for the following reasons:

- The proposed new buildings and development are in accordance with the Village Centre and Secondary Settlement Area Form and Character Development Permit guidelines for building design, parking, vehicular traffic, waste collection and landscaping; and,
- The proposed development meets the zoning requirements for the R2 Zone.

As a condition precedent to issuance of the development permit, it is recommended that the following items be provided by the applicant:

- An updated planting plan which includes species that are applicable to the Shuswap area (Plant Hardiness Zone 6b).

IMPLEMENTATION:

If Development Permit No. 725-568 is approved, staff will send notice of the permit for registration at the Land Title Office and the development permit will be issued. Once all building requirements are addressed the Building Official will be able to issue the building permit for construction of the proposed buildings.

There is no notification or public input requirement for this type of development permit as per the [Development Services Procedures Bylaw No. 4001-2](#), as amended.

COMMUNICATIONS:

The application was referred to the CSRD Community and Protective Services Department.

Community Services staff noted that plant species for landscaped areas should be sourced locally to ensure that they are appropriate to the climate and will survive. The applicant will be submitting a revised landscape plan prior to issuance of the development permit.

Protective Services staff had concerns about emergency vehicle access and noted that the driveway should be a minimum of 6 m wide to accommodate fire trucks. The driveway width is a minimum of 6 m.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendations.*
2. *Deny the Recommendations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_DP725-568.docx
Attachments:	- DP725-568_Permit.pdf - DP725-568_Landscape_Plan.pdf - DP725-568_Excerpts_BL725_BL701.pdf - DP725-568_Maps_Plans_Photos.pdf
Final Approval Date:	Feb 12, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean



DEVELOPMENT PERMIT NO. 725-568

OWNERS: 1439519 B.C. LTD. INC NO. BC1439519
 650 1190 MELVILLE STREET
 VANCOUVER BC
 V6E 3W1

1. This Village Centre and Secondary Settlement Area Form and Character Development Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:

LOT 7 SECTIONS 7 AND 8 TOWNSHIP 22 RANGE 10 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN EPP63121 (PID: 029-932-211), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.
3. This Permit is issued pursuant to Section 12.5 of the "Electoral Area C Official Community Plan Bylaw No. 725, as amended," for the form and character of multi-family development including 9 fourplex buildings; and is issued based on the Site Plan attached hereto as Schedule B, the Landscape Plans attached hereto as Schedule C and the Building Design Drawings attached hereto as Schedule D.
4. Building designs shall be in accordance with the Building Design Drawings attached hereto as Schedule D.
5. Landscaping, parking areas and paving shall be in accordance with Schedule C and shall be completed within 30 months of issuance of this permit.
6. Commercial garbage bins shall be screened with fencing or landscaping with secure enclosures.
7. Lighting shall be placed at intervals throughout the parking areas to improve safety. Lighting standards shall be downward facing to minimize light pollution in the overall neighbourhood.

8. Signage may be placed at each entrance to the development and shall be integrated into the landscaping.
9. An amendment to the Permit will be required if development is not in substantial compliance with this Permit.
10. It is understood and agreed that the Regional District has made no representation, covenants, warranties, guarantees, promises or agreement (verbal or otherwise) with the developers other than those in the permit.
11. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.
12. This Permit is NOT a building permit.

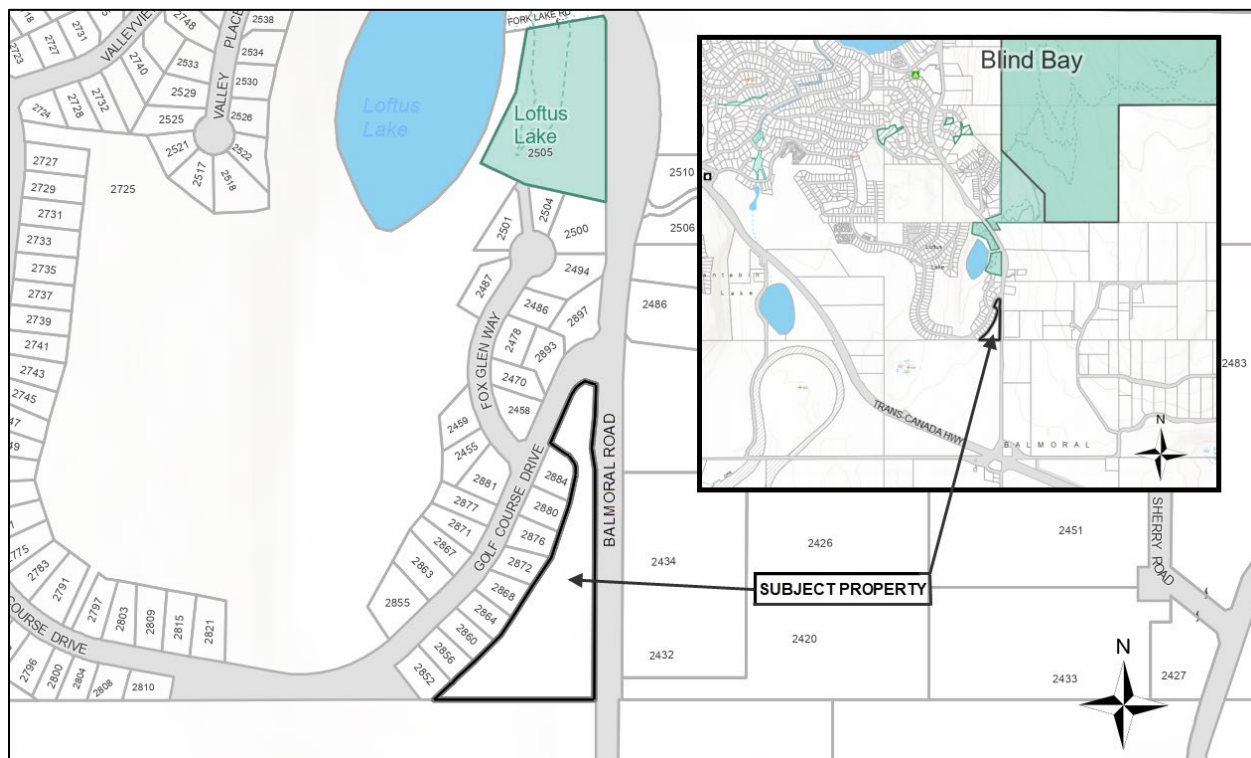
AUTHORIZED FOR ISSUANCE BY RESOLUTION of the Columbia Shuswap Regional District Board on the ____ day of _____ 2025.

CORPORATE OFFICER

PLEASE NOTE:

- 1) Pursuant to Section 504 of the *Local Government Act*, if the development of the subject property authorized by this permit is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.**
- 2) This Permit addresses Local Government regulations only. Further permits or authorizations may be required from Provincial and Federal governments. It is the owner's responsibility to call Front Counter BC at 1-877-855-3222 regarding this project.**

Schedule A Location Map



Schedule B Site Plan



Schedule C Landscape Plans



3	2024-11-01	Issued for DP	AW
2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW

no.	date	item	by

Revisions:
Stamp:

dk
 DURANTE KRIBAK LTD. LANDSCAPE ARCHITECTS
 102 - 1037 West 8th Avenue Vancouver, B.C. V6J 1N6
 P604.684.4611 | F 604.684.0577 | www.dkllsc.ca

Client:
DISTRICT

Project:
**SHUSHWAP LAKE
 ESTATES**

**LOT 7
 BLIND BAY, BC**

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: 1:800
 Drawing Title:

COVER SHEET

Project No:
24040
 Sheet No:

L-0.00

PRECEDENCE IMAGERY

FORM AND CHARACTER



THINNED FOREST EDGE



NEW PLANTING



#	2024-11-01	Issued for DP	AW
#	2024-09-27	Issued for Client Review	AW
#	2024-09-20	Issued for Client Review	AW

Revisions:
 # | Date | Item | By

Stamp:

dk
 DUNWANTY KRELUK LTD. LANDSCAPE ARCHITECTS
 102 - 1037 West 5th Avenue Vancouver B.C. V5L 1N5
 P: 604.684.4616 | F: 604.684.2577 | www.dkcc.ca

Client:
DISTRICT

Project:
SHUSHWAP LAKE ESTATES

LOT 7 BLIND BAY, BC

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: NTS

Drawing Title:
PRECEDENT IMAGES

Project No.:
24040

Sheet No.:
L-0.01



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2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW
Rev:	Date:	By:	For:
Prepared by:			
Checked by:			

dk
 DURANTE KREJCI LTD. LANDSCAPE ARCHITECTS
 102 - 1037 West 59th Avenue Vancouver B.C. V6J 1N0
 P 604.694.4111 | F 604.694.0577 | www.dk.bc.ca

DISTRICT

Project:
**SHUSHWAP LAKE
 ESTATES**

**LOT 7
 BLIND BAY, BC**

Drawn by:	AW
Checked by:	DC
Date:	SEP 19, 2024
Scale:	1:200

Drawing Title:
**LANDSCAPE
 ENLARGED PLAN -
 SOUTH**

Project No.:	24040
Sheet No.:	

L-1.01



3	2024-11-01	Issued for DP	AW
2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW

NO: | DATE: | NAME: | TITLE:

Revisions:

Stamp:

dk
DURANTE KREUK LTD. LANDSCAPE ARCHITECTS
102 - 1037 West 5th Avenue Vancouver B.C. V6J 1N6
P 604.684.4611 | F 604.684.0077 | www.dk.ca

Client:
DISTRICT

Project:
SHUSHWAP LAKE ESTATES































































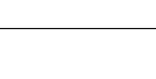
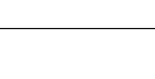
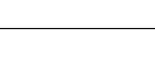
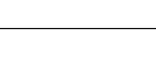




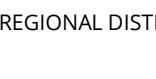















**LOT 7
BLIND BAY, BC**

Drawn by: AW
Checked by: DC
Date: SEPT 19, 2024
Scale: 1:200
Drawing Title:

LANDSCAPE ENLARGED PLAN - NORTH

Project No.:
24040
Sheet No.:

L-1.02

PLANT LIST					SPRING	SUMMER	FALL	WINTER
Trees								
SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE / SPACING				
	12	Acer glabrum	Rocky Mountain Maple	1.5 m H, multi-stemmed spec.				
	2	Cercis canadensis 'Forest Pansy'	Forest Pansy	5 cm cal, B&B				
	10	Pinus ponderosa	Ponderosa Pine	5 cm cal, B&B				
	32	Robinia pseudoacacia 'Purple Robe'	Purple Robe Black Locust	5 cm cal, B&B				
	13	Styrax japonicus 'Evening Light'	Evening Light Snowbell	5 cm cal, B&B				
	6	Styrax obassia	Fragrant snowbell	5 cm cal, B&B				
SHRUBS								
SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE / SPACING				
Bt	13	Berberis thunbergii 'Shadow Cloak'	Shadow Cloak Berberis	#1 pot				
Cp	34	Calluna vulgaris 'Pink Betina'	Pink Betina Heather	#1 pot				
Cs	23	Calluna vulgaris 'Silver Knight'	Silver Knight Heather	#1 pot				
Fg	134	Festuca glauca	Blue Fescue	#1 pot				
Fi	21	Forsythia x intermedia 'Lynwood Gold'	Forsythia x intermedia 'Lynwood Gold'	#1 pot				
Hv	9	Hamamelis vernalis 'Amethyst'	Amethyst Witchhazel	#2 pot				
Pc	20	Philadelphus coronarius 'Belle Etoile'	Belle Etoile Mock Orange	#1 pot				
Po	13	Physocarpus opulifolius 'Diablo'	Diablo Ninebark	#1 pot				
Pf	261	Potentilla fruticosa 'Pink Beauty'	Pink Beauty Cinquefoil	#1 pot				
Pa	107	Pyracantha angustifolia	Firethorn	#1 pot				
Rg	23	Rhus glabra 'Lacinated'	Smooth Sumac	#1 pot				
Sp	59	Salix purpurea	Purple willow	---				
Sj	150	Spiraea japonica	Japanese spirea	#1 pot				
Sv	8	Syringa vulgaris 'Andeken an Ludwig Späth'	Andeken an Ludwig Späth Lilac	---				
HYDROSEED MIX*								
		Agropyron cristatum	Crested Wheatgrass					
		Bouteloua gracilis	Blue Grama Grass					
		Koeleria macrantha	Junegrass					
		Pascopytum smithii	Wester Wheatgrass					
		Scirpus spp	Bullrushes					
		*To be confirmed by Hydroseed Supplier						
SPRING INTEREST								
								
Cercis canadensis 'Forest Pansy'		Robinia pseudoacacia 'Purple Robe'	Styrax japonicus 'Evening Light'					
SUMMER INTEREST	FALL INTEREST	EVERGREEN						
								
Styrax obassia	Acer glabrum	Pinus ponderosa						

3	2024-11-01	Issued for CP	AW
2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW

dk
 DURANTE KREUK LTD. LANDSCAPE ARCHITECTS
 102 - 1027 West 5th Avenue Vancouver B.C. V6J 1N6
 P 604.694.4011 F 604.694.0577 | www.dkbc.ca

DISTRICT

Project:
SHUSHWAP LAKE ESTATES

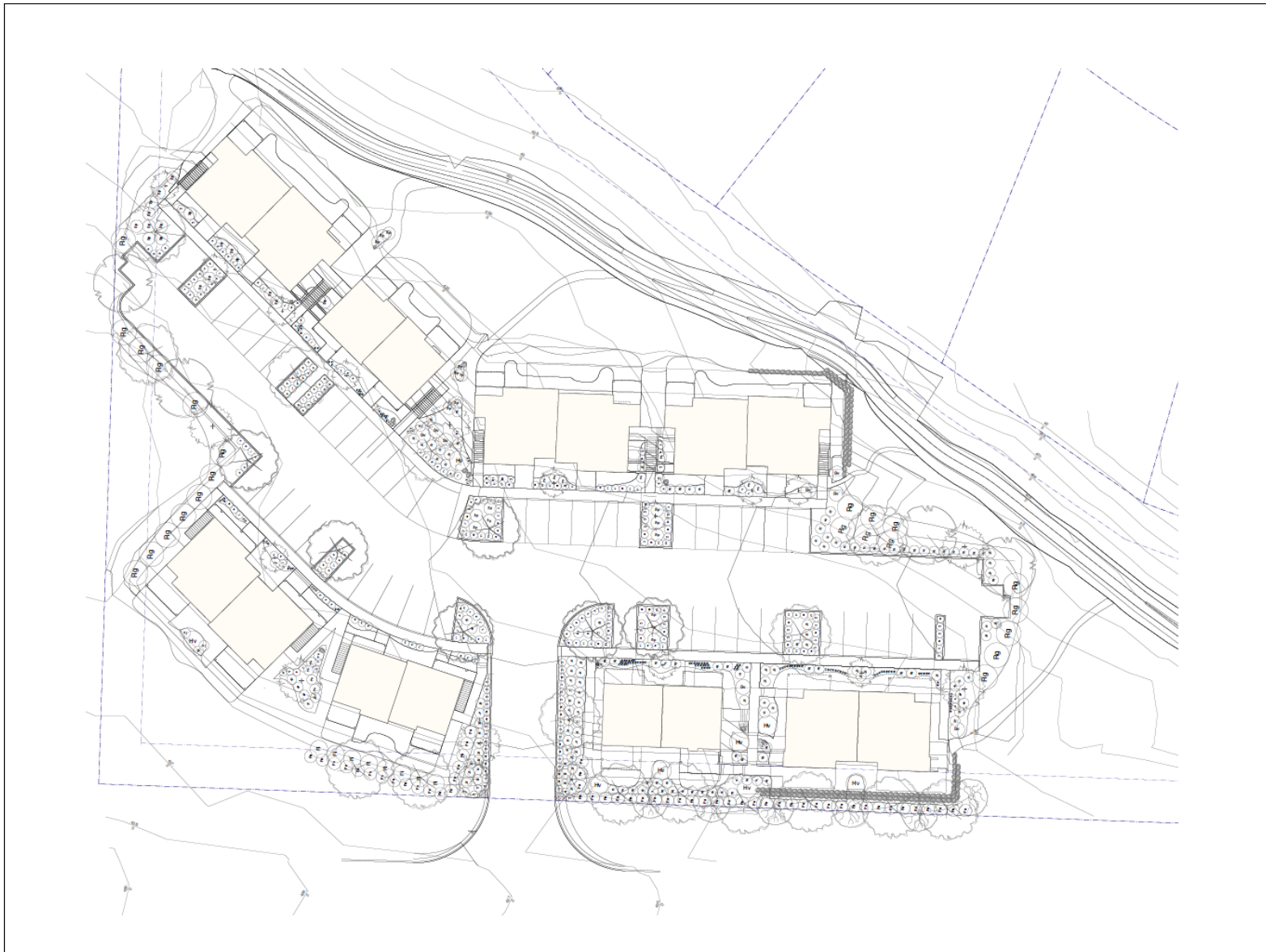
**LOT 7
 BLIND BAY, BC**

Drawn by:	AW
Checked by:	DC
Date:	SEP 16, 2024
Scale:	1:200

Planting Title:
PLANT LIST

Project No.:	24040
Sheet No.:	

L-2.00



3	2024-11-01	Issued for GP	AW
2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW

No.	Date	Item	By
Revisions:			
Stamp:			

dk
 DURANTE KREUK LTD. LANDSCAPE ARCHITECTS
 102 - 1037 West 5th Avenue Vancouver B.C. V6J 1N6
 P 604.684.4611 F 604.684.0577 www.dkbc.ca

Client:
DISTRICT

Project:
**SHUSHWAP LAKE
 ESTATES**

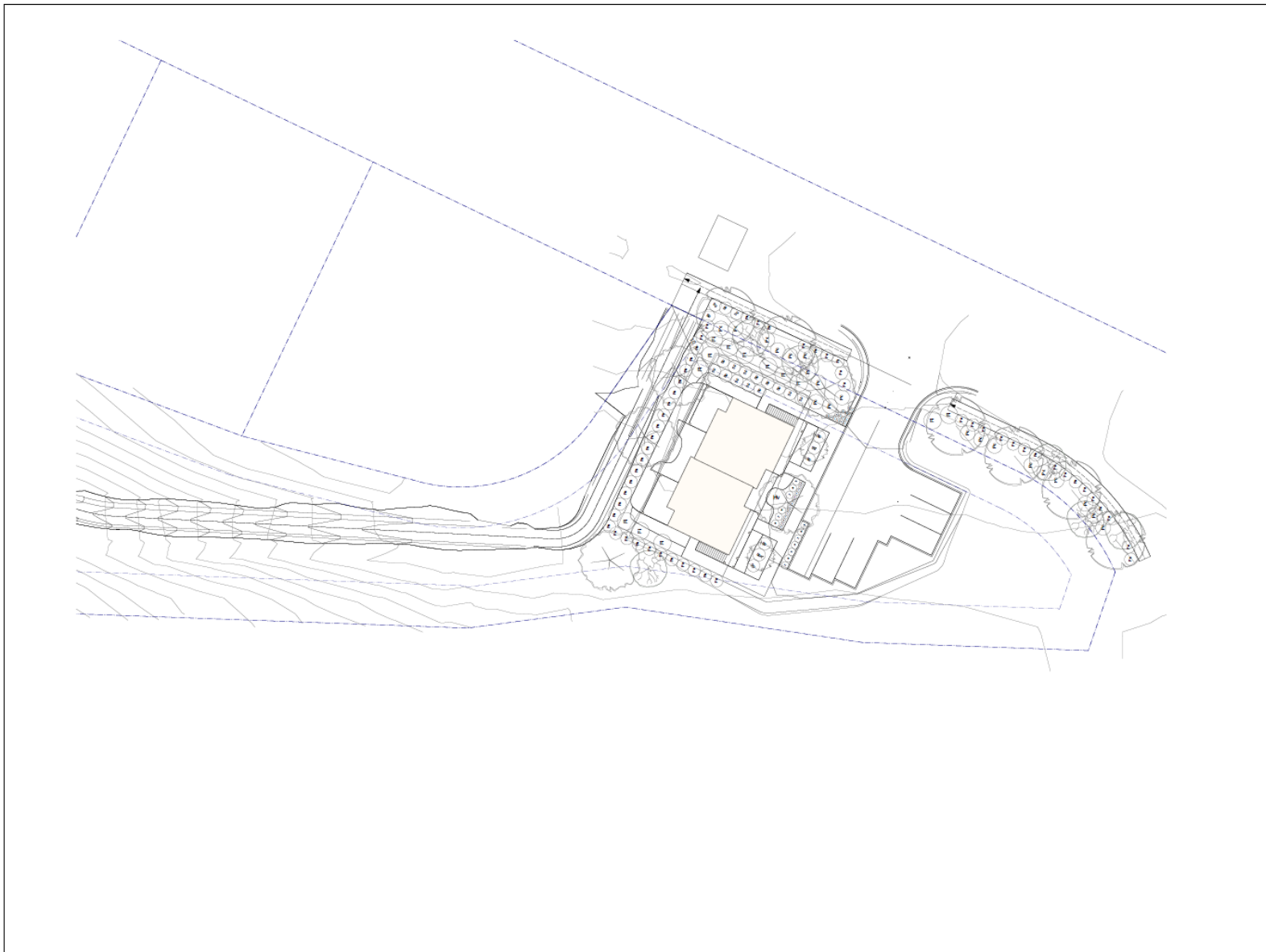
**LOT 7
 BLIND BAY, BC**

Drawn by:	AW
Checked by:	DC
Date:	SEP 19, 2024
Scale:	1:200

Drawing Title:
**PLANTING PLAN -
 SOUTH**

Project No.:
24040

Sheet No.:
L-2.01



0	2024-11-01	Issued for DP	AW
1	2024-09-27	Issued for Client Review	AW
2	2024-09-20	Issued for Client Review	AW

Revisions:
 Date: [] Date: [] By: []

Stamp:

dk
 DURANTE KREUK LTD. LANDSCAPE ARCHITECTS
 102 - 1037 West 39th Avenue Vancouver B.C. V6J 1H9
 F 604.684.4511 | F 604.684.0577 | www.dkbc.ca

Client:
DISTRICT

Project:
**SHUSHWAP LAKE
 ESTATES**

**LOT 7
 BLIND BAY, BC**

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: 1:200

Drawing Title:
**PLANTING PLAN -
 NORTH**

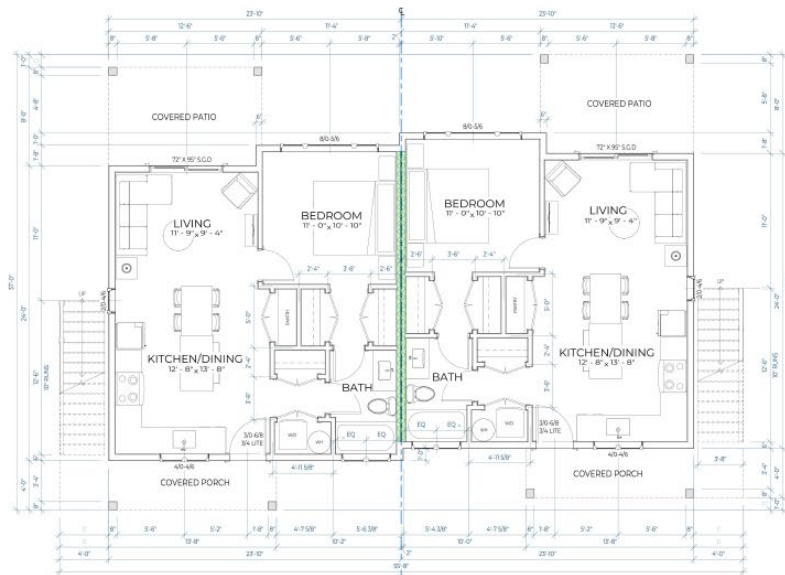
Project No.:
24040

Sheet No.:
L-2.02

Schedule D Building Design Drawings

SHUSWAP LAKE ESTATES

UNITS TYPE A



① LEVEL 1 FLOOR PLAN - 592 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANICOOSE BAY, BC
V2Y 1S4 T8W7 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	2024/08

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX A LEVEL 1 FLOOR PLAN UNITS 9-12

PROJECT NUMBER: 24-000000
PLOT DATE: 2024-08-23 6:40:05 AM
DRAWN BY: SG

A-1.1

SCALE: 1/4" = 1'-0"

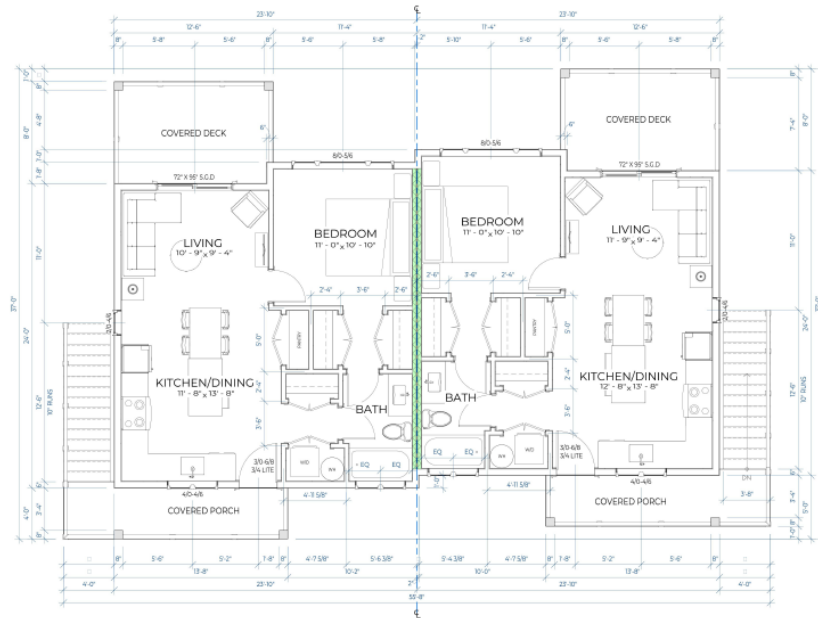
SHUSWAP LAKE ESTATES

UNITS TYPE A



SYLVAIN GIROUX
DESIGNS

3033 SWALLOW CRESCENT
NANOOSE BAY, BC
C0R0 864-7347 SYLVAIN@SGDESIGN.CA



1 LEVEL 2 FLOOR PLAN - 592 SF UNITS
1/4" = 1'-0"

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPER REVIEW	2024-08-21

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PROJECT
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX A LEVEL 2 FLOOR PLAN UNITS 9-12

PROJECT NUMBER 14-000002
PLOT DATE 2024-08-21 6:49:26 AM
DRAWN BY SG

A-12
SCALE 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE A



EXTERIOR FINISHES			
F1 - 1/2\"/>	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 5/4\"/>	F13 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 5/4\"/>	F7 - 42\"/>	F11 - 5/4\"/>	
F4 - 5\"/>	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANICOYNE BAY, BC
(250) 954-7347 SYLVAIN@SIGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT REBID	24/09/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX A - FRONT & REAR ELEVATIONS
UNITS 9-12

PROJECT NUMBER: 24-000002
PLOT DATE: 2024-06-23 4:50:20 AM
DRAWN BY: SG

A-1.3

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE A



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:
- F1 - IKO LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 5" X 1" STYLE ALUMINUM GUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BARGEBOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE



SYLVAIN GIROUX
DESIGNS

3035 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 994-7047 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/09/20

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX A - LEFT & RIGHT ELEVATIONS
UNITS 9-12

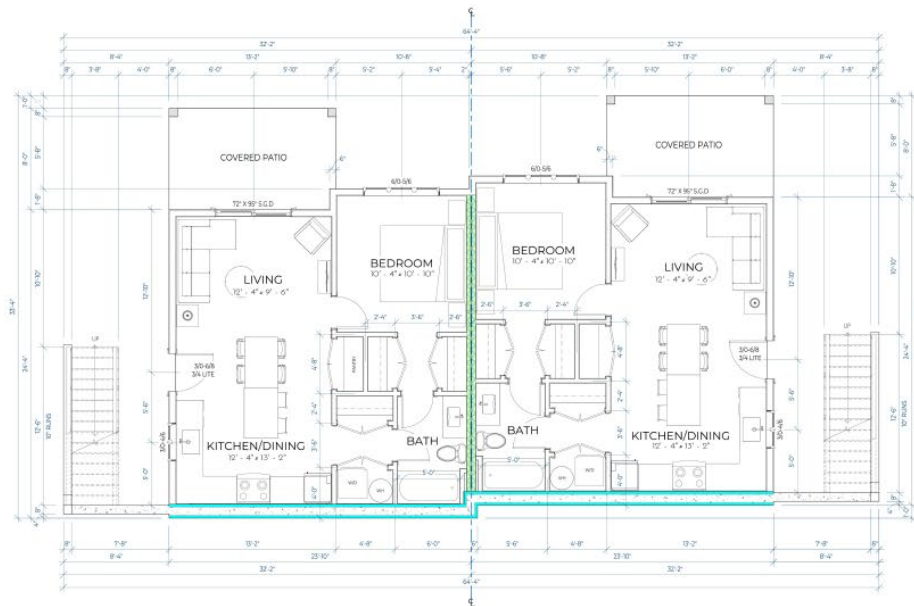
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PLOT DATE: 2024-08-23 4:51:09 AM
DRAWN BY: JG

A-1.4

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE B



1 LEVEL 1 FLOOR PLAN - 592 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3025 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/08/22

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PROJECT:

SHUSWAP LAKE
ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX B LEVEL 1
FLOOR PLAN
UNITS 21-24

PROJECT NUMBER: 24-00002

PLAT DATE: 2024-08-23 7:02:27 AM

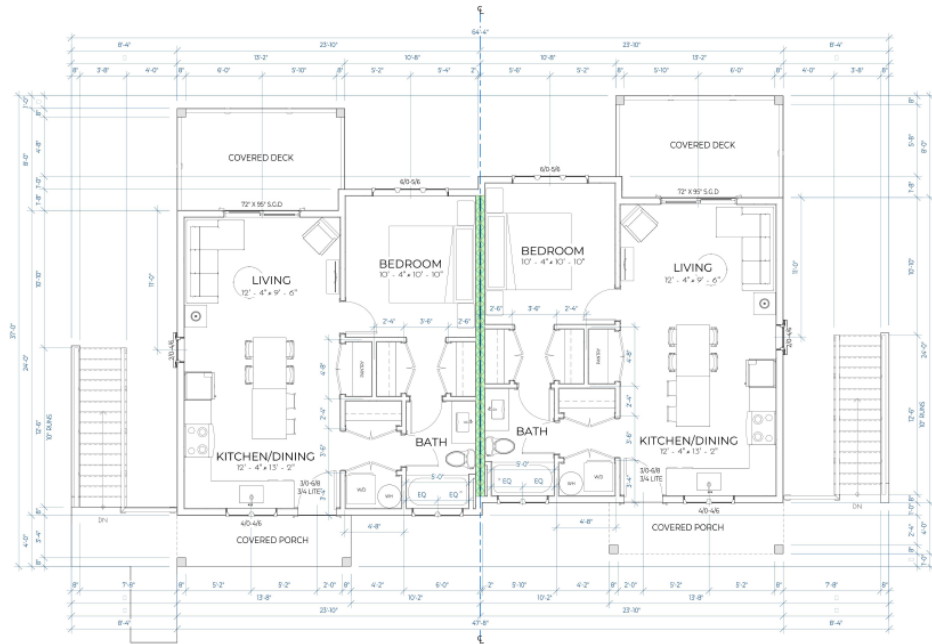
DRAWN BY: SG

A-1.5

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE B



1 LEVEL 2 FLOOR PLAN - 592 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
ANNACORE BAY, BC
(250) 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX B LEVEL 2 FLOOR PLAN UNITS 21-24

PROJECT NUMBER: 24-00225
PLOT DATE: 2024-08-23 7:02:50 AM
DRAWN BY: SG
A-1.6
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE B



1 FRONT ELEVATION
1/4" = 1'-0"



2 REAR ELEVATION
1/4" = 1'-0"

EXTERIOR FINISHES			
F1 - 1/2" LAMINATED ARCHITECTURAL ROOFING SHINGLES COLOUR: DUAL BLACK	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 5/4" X 10" BANDBOARD COLOUR: ARCTIC WHITE	F13 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 5/4" X 6" OR 5/4" X 7" BARCEBOARD COLOUR: BLACK	F7 - 42" HIGH ALUMINUM PICKET RAILING COLOUR: BLACK	F11 - 5/4" X 8" FASCIA COLOUR: BLACK	
F4 - 5" X 6" STYLE ALUMINUM GUTTER COLOUR: BLACK	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 sylvain@sgdesign.ca

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX B - FRONT & REAR ELEVATIONS
UNITS 21-24

PROJECT NUMBER: 24-000203
PLOT DATE: 2024-08-03 10:53 AM
DRAWN BY: SG

A-1.7

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE B



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:**
- F1 - I/O LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 3" X 1" STYLE ALUMINUM CUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BARGEBOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
250-954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	240820

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX B - LEFT & RIGHT ELEVATIONS UNITS 21-24

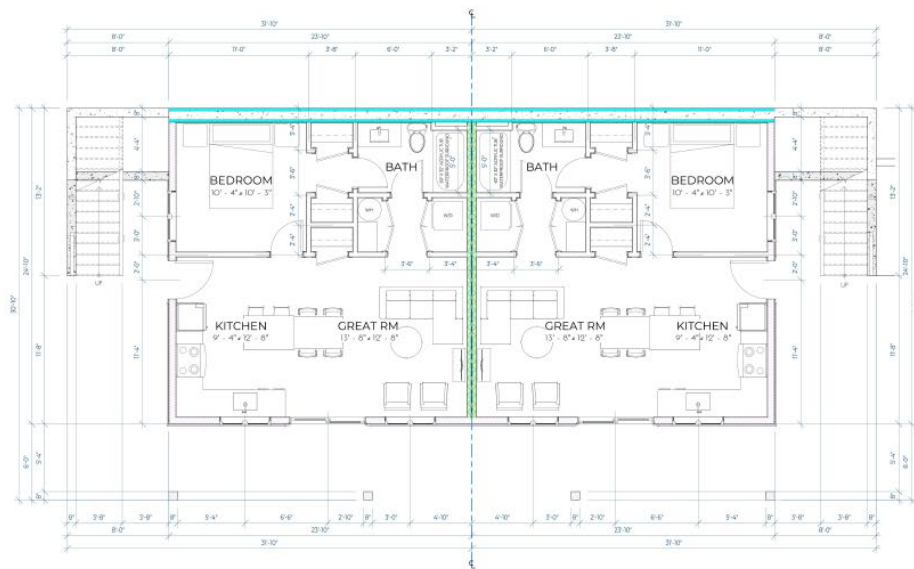
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PLOT DATE: 2024-08-23 7:06:00 AM
DRAWN BY: SG

A-1.8

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE C



① LEVEL 1 FLOOR PLAN - 566 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3095 SWALLOW CRESCENT
NANOOSE BAY, BC
C002 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/23

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

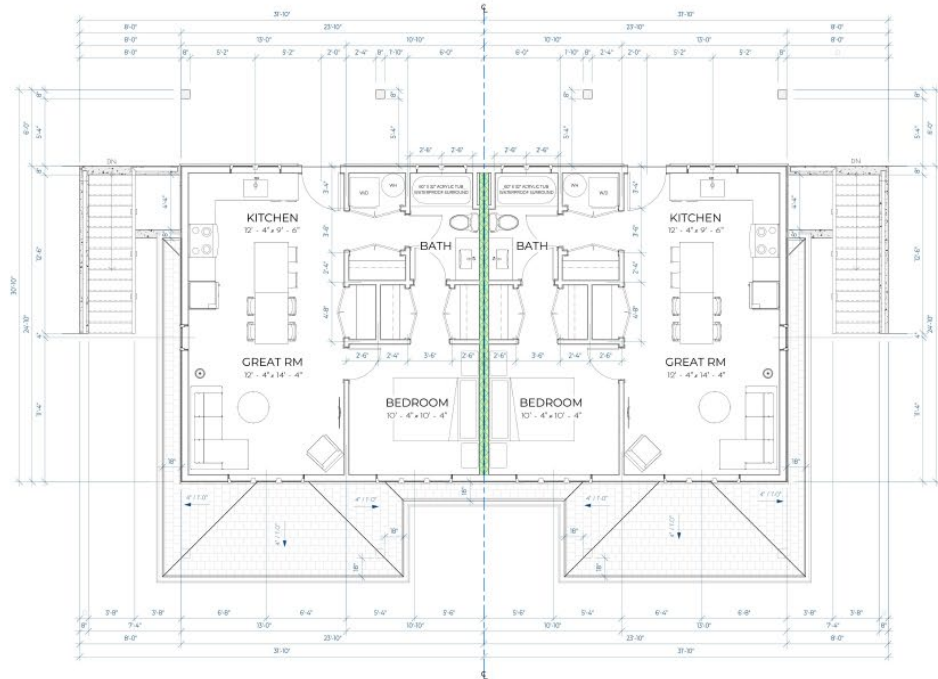
DISTRICT GROUP
FOURPLEX TYPE C
LEVEL 1 FLOOR PLAN
UNITS 5-8

PROJECT NUMBER: 24-000000
PLOT DATE: 2024-08-23 7:09:14 AM
DRAWN BY: SG

A-1.9
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE C



① LEVEL 2 FLOOR PLAN - 592 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3035 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7347 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/08/24

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

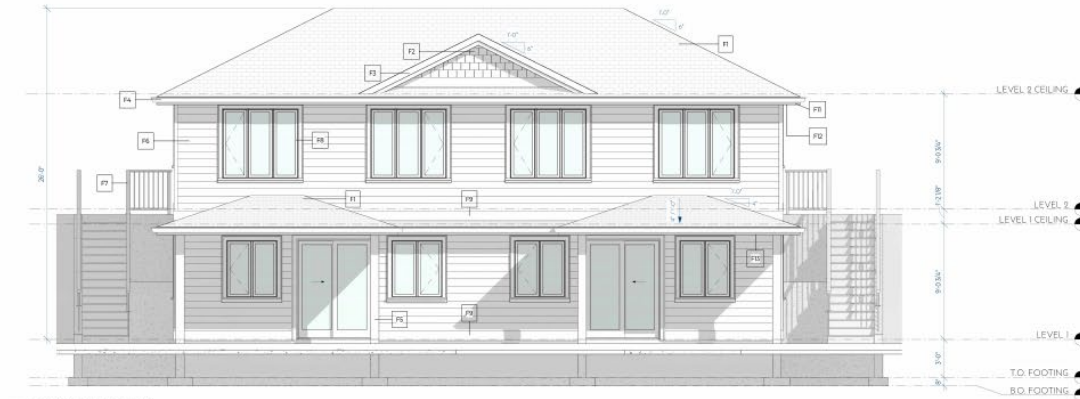
DISTRICT GROUP

FOURPLEX TYPE C
LEVEL 2 FLOOR PLAN
UNITS 5-8

PROJECT NUMBER: 14-000000
PLOT DATE: 2024-08-23 7:09:56 AM
DRAWN BY: SG
A-1.10
SCALE: 1/4" = 1'-0"

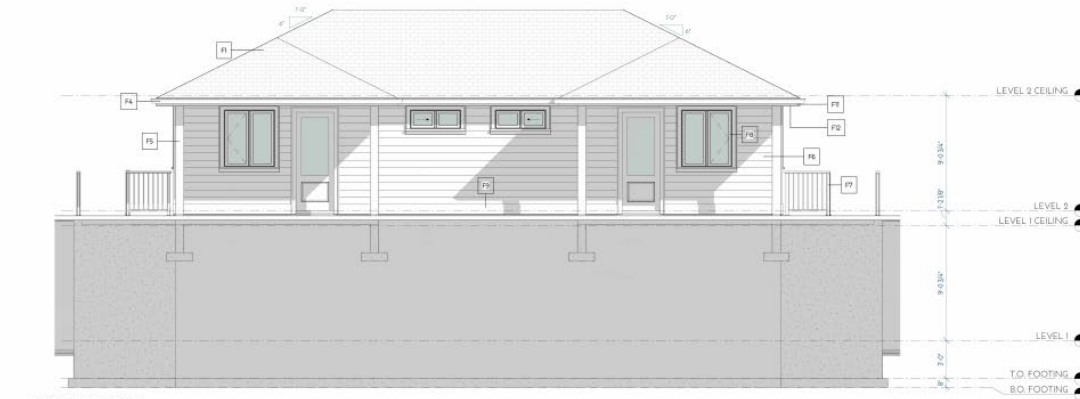
SHUSWAP LAKE ESTATES

UNITS TYPE C



① FRONT ELEVATION
1/4" = 1'-0"

EXTERIOR FINISHES			
F1 - 1/2" LAMINATED ARCHITECTURAL ROOFING SHINGLES COLOUR: DUAL BLACK	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 5/4" X 10" BANDBOARD COLOUR: ARCTIC WHITE	F13 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7" INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7" INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 5/4" X 8" ON 5/4" X 10" BARCEBOARD COLOUR: BLACK	F7 - 42" HIGH ALUMINUM PICKET RAILING COLOUR: BLACK	F11 - 5/4" X 8" FASCIA COLOUR: BLACK	
F4 - 5" X 1" STYLE ALUMINUM GUTTER COLOUR: BLACK	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	



② REAR ELEVATION
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3095 SWALLOW CRESCENT
NANODISE BAY, BC
V2Y 1K47
SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/08/22

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX C - FRONT & REAR ELEVATIONS
UNITS 5-8

PROJECT NUMBER: 14-000002
PLOT DATE: 2024-08-23 15:59 AM
DRAWN BY: SG
A-1.11
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE C



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:**
- F1 - I90 LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 5" X1" STYLE ALUMINUM GUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BANDBOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE



SYLVAIN GIROUX
DESIGNS

3093 SVALLOW CRESCENT
NANOOSE BAY, BC
V2Y 9K4-T5M7 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	240323

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX C - LEFT & RIGHT ELEVATIONS
UNITS 5-8

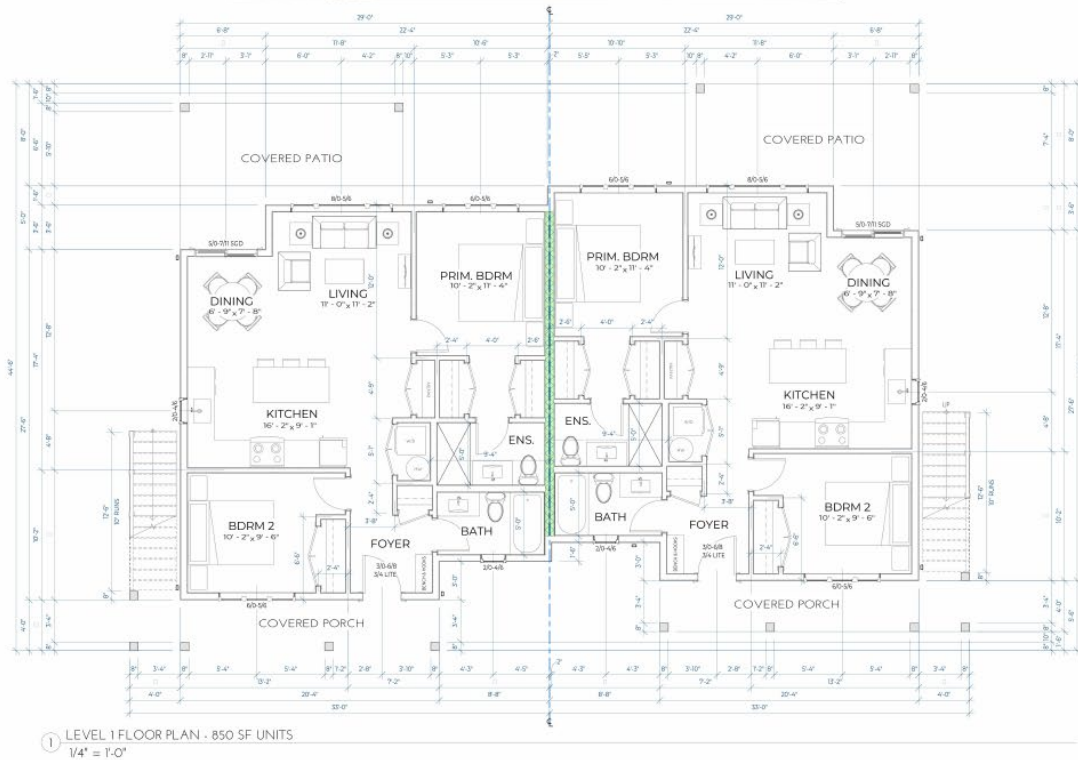
PROJECT NUMBER: 24032323
PLOT DATE: 2024-08-23 7:17:46 AM
DRAWN BY: SG

A-1.12

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE D



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
V2Y 9G4-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	240920

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 2 BALMORAL ROAD
BLIND BAY, BC

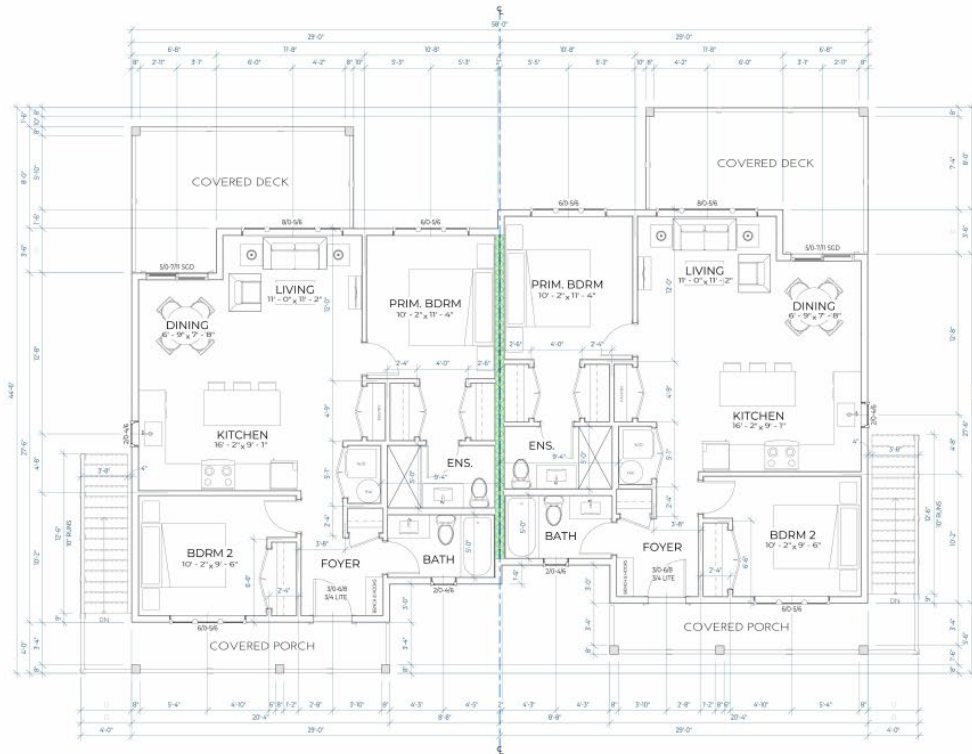
DISTRICT GROUP
FOURPLEX D LEVEL 1 FLOOR PLAN
UNITS 13-16 & 33-36

PROJECT NUMBER: 24-000002
PLOT DATE: 2024-09-23 7:30:52 AM
DRAWN BY: SG

A-113
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE D



① LEVEL 2 FLOOR PLAN - 850 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3095 SHALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/08/21

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX D LEVEL 2 FLOOR PLAN
UNITS 13-16 & 33-36

PROJECT NUMBER: 14-020201
PLOT DATE: 2024-08-03 7:55:51 AM
DRAWN BY: SG
A-1.14
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE D



EXTERIOR FINISHES

F1 - IKO LAMINATED ARCHITECTURAL ROOFING SHINGLES COLOUR: DUAL BLACK	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 5/4 X 10 BANDBOARD COLOUR: ARCTIC WHITE	F13 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 5/4 X 6 ON 5/4 X 10 BARCEBOARD COLOUR: BLACK	F7 - 42" HIGH ALUMINUM PRICKET RAILING COLOUR: BLACK	F11 - 5/4 X 8 FASCIA COLOUR: BLACK	
F4 - 5" X STYLE ALUMINUM GUTTER COLOUR: BLACK	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	

**SYLVAIN GIROUX
DESIGNS**

3095 SWALLOW CRESCENT
NANOOSE BAY, BC
C0B1 5K4-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/23

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PROJECT:

**SHUSWAP LAKE
ESTATES**

LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

**FOURPLEX D - FRONT
& REAR ELEVATIONS**

UNITS 13-16 & 33-36

PROJECT NUMBER: 14-000002
 PLOT DATE: 2024-08-23 7:22:50 AM
 DRAWN BY: SG
A-1.15
 SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE D



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:**
- F1 - IKO LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 5" X 1" STYLE ALUMINUM CUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BANDBOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE



**SYLVAIN GIROUX
DESIGNS**

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
V9S 7W7

SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
	ISSUED FOR DEVELOPMENT REVIEW	24/03/20

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PROJECT:

**SHUSWAP LAKE
ESTATES**

LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

**FOURPLEX D - LEFT &
RIGHT ELEVATIONS
UNITS 13-16 & 33-36**

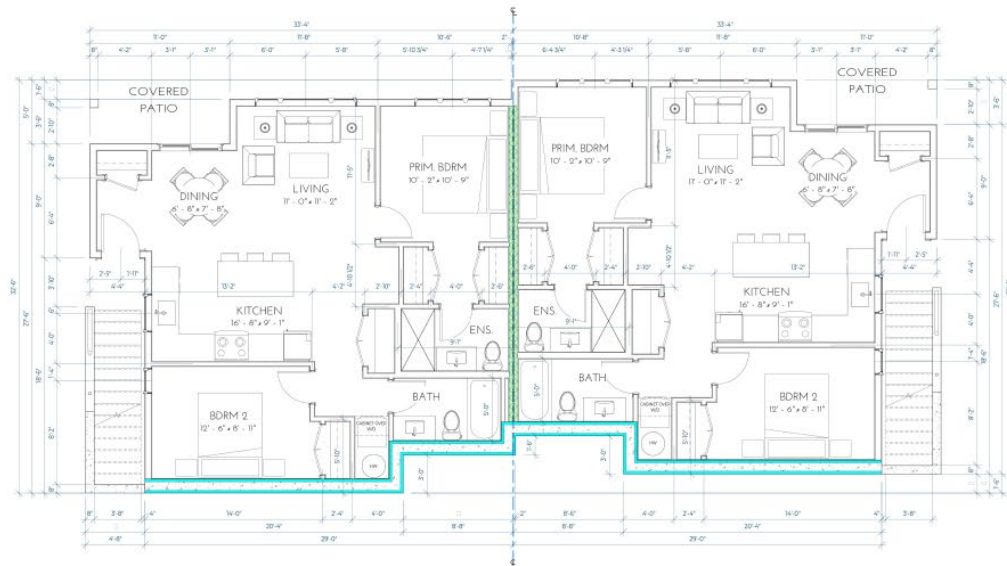
PROJECT NUMBER: 14-000020
PLOT DATE: 2024-08-23 7:04:07 AM
DRAWN BY: SG

A-1.16

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE E



① LEVEL 1 FLOOR PLAN - 852 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
C001 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPER PERMIT	2024/03/01

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX E - LEVEL 1 FLOOR PLAN UNITS 17-20, 25-28 & 29-32

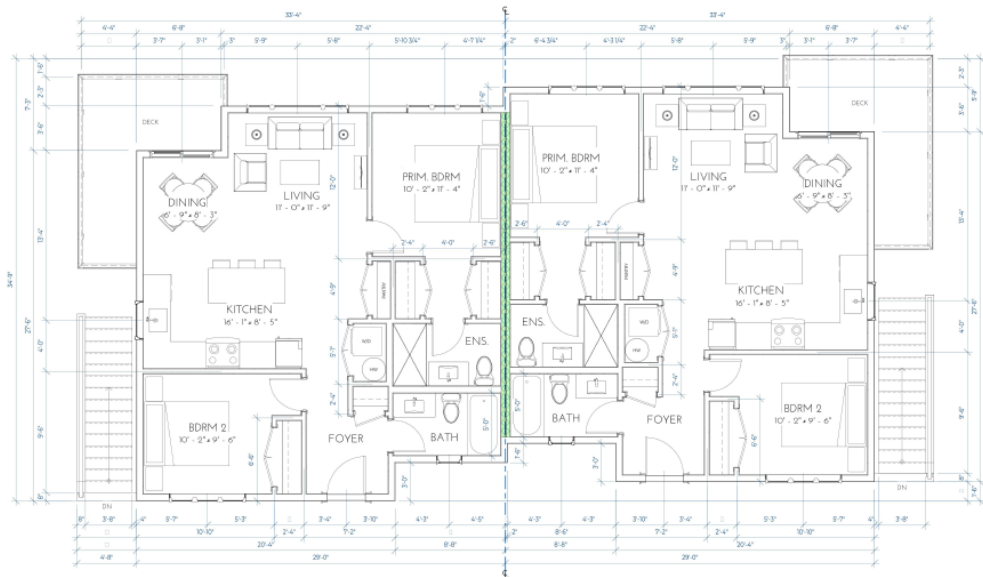
PROJECT NUMBER: 94-000002
PLOT DATE: 2024-08-23 7:25:21 AM
DRAWN BY: SG

A-1.17

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE E



① LEVEL 2 FLOOR PLAN - 850 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3085 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	240810

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX E - LEVEL 2 FLOOR PLAN
UNITS 17-20, 25-28 & 29-32

PROJECT NUMBER: 24000001
PLOT DATE: 2024-08-23 7:25:44 AM
DRAWN BY: SG

A-1.18
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE E



1 FRONT ELEVATION
1/4" = 1'-0"

EXTERIOR FINISHES:			
F1 - I/O LAMINATED ARCHITECTURAL ROOFING SHINGLES COLOUR: DUAL BLACK	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 5/4 X 10 BANDBOARD COLOUR: ARCTIC WHITE	F3 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD COLOUR: BLACK	F7 - 42" HIGH ALUMINUM PICKET RAILING COLOUR: BLACK	F11 - 5/4 X 8 FASCIA COLOUR: BLACK	
F4 - 42" X 1" STYLE ALUMINUM CUTTER COLOUR: BLACK	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	



2 REAR ELEVATION
1/4" = 1'-0"

SYLVAIN GIROUX
DESIGNS

3093 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 SYLVAIN@SIGROUXDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	240820

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX E - FRONT & REAR ELEVATIONS
UNITS 17-20, 25-28 & 29-32

PROJECT NUMBER: 24-00020
PLOT DATE: 2024-08-23 7:06:59 AM
DRAWN BY: SG

A-119

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE E



1 RIGHT ELEVATION
1/4" = 1'-0"



2 LEFT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:**
- F1 - IKO LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 5" X1" STYLE ALUMINUM CUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BANDING BOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE



SYLVAIN GIROUX
DESIGNS

3095 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7547 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX E - RIGHT & LEFT ELEVATIONS
UNITS 17-20, 25-28 & 29-32

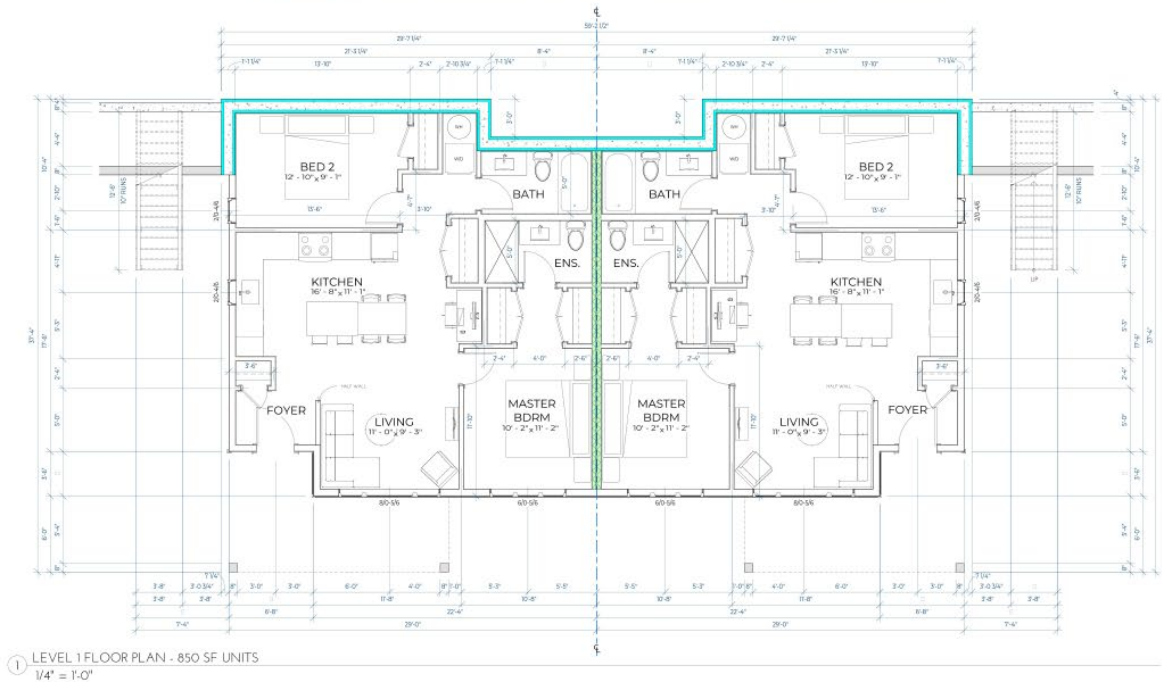
PROJECT NUMBER: 14-000003
PLOT DATE: 2024-08-23 7:28:14 AM
DRAWN BY: SG

A-1.20

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE F



① LEVEL 1 FLOOR PLAN - 850 SF UNITS
1/4" = 1'-0"



3033 SWALLOW CRESCENT
NANHOOSSE BAY, BC
V2Y 1S6-7A74 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPER'S RIGHT	2024/08

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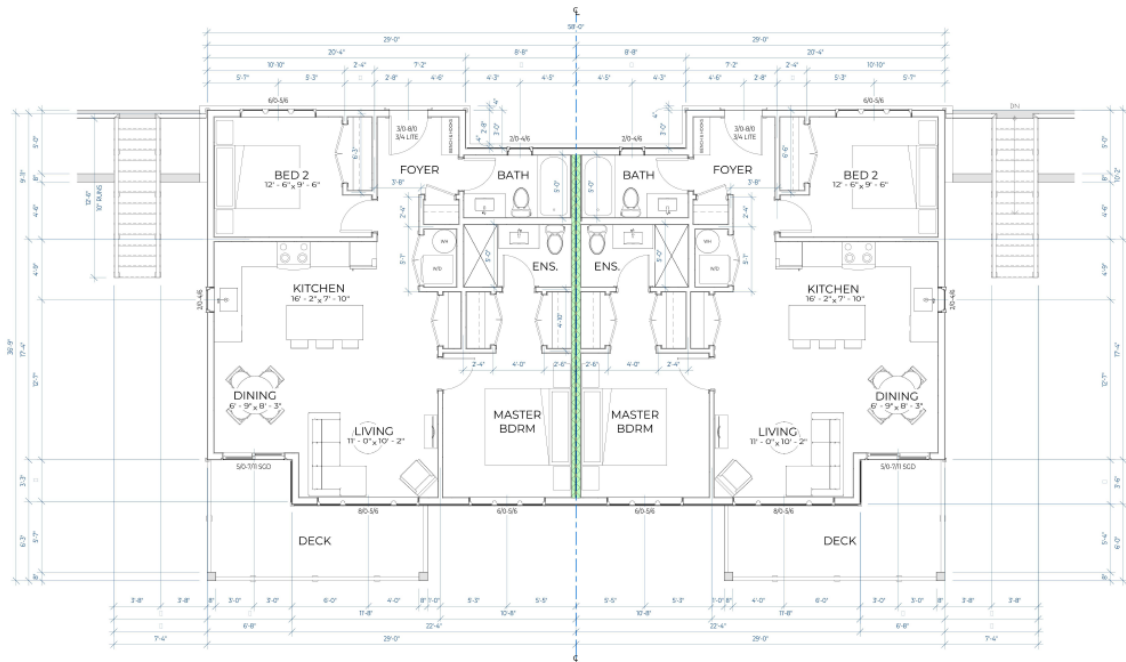
PROJECT: SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX F - LEVEL 1
FLOOR PLAN
UNITS 1-4

PROJECT NUMBER: 14-000552
PLOT DATE: 2024-08-23 7:59:27 AM
DRAWN BY: SG
SCALE: A-1.21 (1/4" = 1'-0")

SHUSWAP LAKE ESTATES

UNITS TYPE F



① LEVEL 2 FLOOR PLAN 850 SF UNITS
1/4" = 1'-0"



SYLVAIN GIROUX
DESIGNS

3095 SWALLOW CRESCENT
NANOOSE BAY, BC
C001 954-7347 SYLVAIN@SGDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	24/08/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX F - LEVEL 2 FLOOR PLAN UNITS 1-4

PROJECT NUMBER: 94-00000
PLOT DATE: 2024-08-23 7:29:44 AM
DRAWN BY: SG

A-1.22

SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE F



1 FRONT ELEVATION
1/4" = 1'-0"



2 REAR ELEVATION
1/4" = 1'-0"

EXTERIOR FINISHES			
F1 - 1/2" LAMINATED ARCHITECTURAL ROOFING SHINGLES COLOUR: DUAL BLACK	F5 - DOUGLAS FIR TIMBER POST COLOUR: WHITE SOLID STAIN	F9 - 3/4" X 1/2" BANDBOARD COLOUR: ARCTIC WHITE	F13 - ALUMINUM VENTED SOFFITS COLOUR: WHITE
F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE COLOUR: ARCTIC WHITE	F10 - FIBER CEMENT BOARD AND BATTEN COLOUR: ARCTIC WHITE	
F3 - 3/4" X 6" ON 3/4" X 2" BOARDBOARD COLOUR: BLACK	F7 - 42" HIGH ALUMINUM PICKET RAILING COLOUR: BLACK	F11 - 3/4" X 8" FASCIA COLOUR: BLACK	
F4 - 5" X 1" STYLE ALUMINUM GUTTER COLOUR: BLACK	F8 - VINYL WINDOWS COLOUR: BLACK EXTERIOR, WHITE INTERIOR	F12 - ALUMINUM VENTED SOFFITS COLOUR: BLACK	



3035 SWALLOW CRESCENT
NANOOSE BAY, BC
(250) 954-7347 SYLVAIN@GIRDDESIGN.CA

NO.	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	04/08/20

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PROJECT:
SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP
FOURPLEX F - FRONT & REAR ELEVATIONS
UNITS 1-4

PROJECT NUMBER: 14-00000
PLOT DATE: 2024-08-23 7:30:42 AM
DRAWN BY: SG
A-1.23
SCALE: 1/4" = 1'-0"

SHUSWAP LAKE ESTATES

UNITS TYPE F



1 LEFT ELEVATION
1/4" = 1'-0"



2 RIGHT ELEVATION
1/4" = 1'-0"



- EXTERIOR FINISHES:
- F1 - IKO LAMINATED ARCHITECTURAL ROOFING SHINGLES
COLOUR: DUAL BLACK
 - F2 - FIBER CEMENT SIDEWALL SHINGLES - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F3 - 5/4 X 6 ON 5/4 X 10 BARGEBOARD
COLOUR: BLACK
 - F4 - 5"X" STYLE ALUMINUM GUTTER
COLOUR: BLACK
 - F5 - DOUGLAS FIR TIMBER POST
COLOUR: WHITE SOLID STAIN
 - F6 - FIBER CEMENT LAP SIDING - 7 INCH EXPOSURE
COLOUR: ARCTIC WHITE
 - F7 - 42" HIGH ALUMINUM PICKET RAILING
COLOUR: BLACK
 - F8 - VINYL WINDOWS
COLOUR: BLACK EXTERIOR, WHITE INTERIOR
 - F9 - 5/4 X 10 BANDBOARD
COLOUR: ARCTIC WHITE
 - F10 - FIBER CEMENT BOARD AND BATTEN
COLOUR: ARCTIC WHITE
 - F11 - 5/4 X 8 FASCIA
COLOUR: BLACK
 - F12 - ALUMINUM VENTED SOFFITS
COLOUR: BLACK
 - F13 - ALUMINUM VENTED SOFFITS
COLOUR: WHITE

SYLVAIN GIROUX
DESIGNS

3095 SWALLOW CRESCENT
NANOOSE BAY, BC
V9N 1S6-1S47 SYLVAIN@SGDESIGN.CA

NO	DESCRIPTION	DATE
1	ISSUED FOR DEVELOPMENT PERMIT	2024/05

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PROJECT:

SHUSWAP LAKE ESTATES
LOT 7 BALMORAL ROAD
BLIND BAY, BC

DISTRICT GROUP

FOURPLEX F - LEFT & RIGHT ELEVATIONS
UNITS 1-4

PROJECT NUMBER: 14-000002
PLOT DATE: 2024-05-23 7:31:37 AM
DRAWN BY: SG

A-1.24

SCALE: 1/4" = 1'-0"

DRAWING LIST

SHEET	DRAWING TITLE	SCALE
L-0.00	COVER SHEET	1:600
L-0.01	PRECEDENT IMAGES	NTS
L-1.01	LANDSCAPE ENLARGED PLAN - SOUTH	1:200
L-1.02	LANDSCAPE ENLARGED PLAN - NORTH	1:200
L-2.00	PLANT LIST	1:200
L-2.01	PLANTING PLAN - SOUTH	1:200
L-2.02	PLANTING PLAN - NORTH	1:200

IRRIGATION NOTES

- All on-site 'Soft Landscape Areas' are to be irrigated with high-efficiency automatic irrigation systems, including rain sensors, to IABC Standards.
- Irrigation stub-outs and hose bib locations will be provided to mechanical and electrical consultants for coordination.
- Irrigation system is a design-build. Landscape contractor to provide irrigation design/layout for review by Landscape Consultant for approval.
- No visible irrigation lines will be accepted.
- All irrigation boxes to be equipped with quick couplers.
- Irrigation controller to be located in mechanical room.

LANDSCAPE NOTES

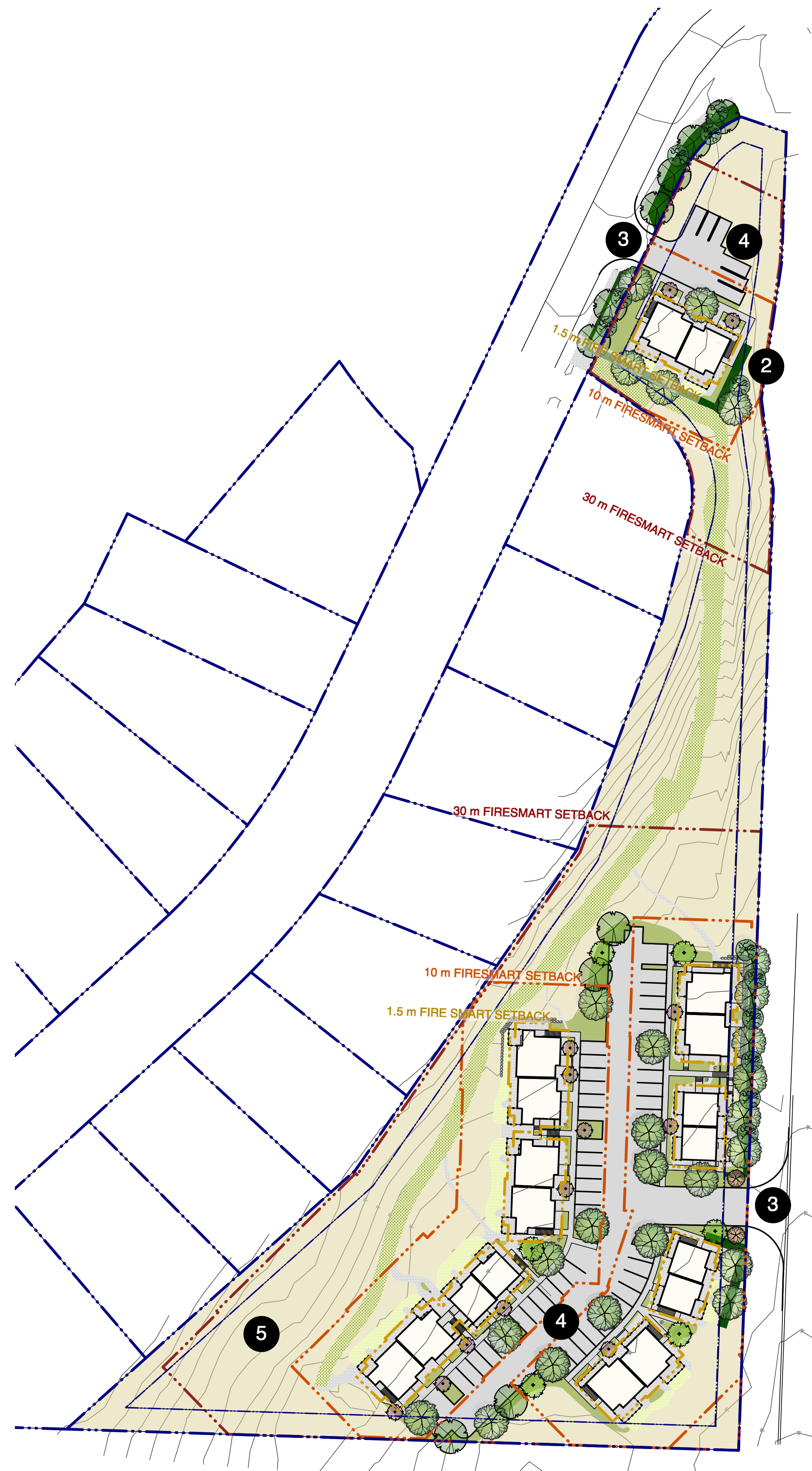
- All work shall meet or exceed the requirements as outlined in the current Edition of the Canadian Landscape Standard.
- Plant sizes and related container classes are specified according to the Canadian Landscape Standard current Edition. For container classes #3 and smaller, plant sizes shall be as shown in the plant list and the Standard; for all other plants, both plant size and container class shall be as shown in the plant list. Specifically, when the plant list call for #5 class containers, these shall be as defined in the CNLA (ANSI) Standard.
- Area of search for specified plant material shall include the Lower Mainland of British Columbia, Vancouver Island, Washington and Oregon States.
- All plant material used on this project shall be hardy in this climate. Plant types have been selected with this as a primary criteria. This Contractor shall guarantee that plant material supplied has equal provenance, ie: it is developed from cuttings or seeds collected in an area of similar climatic characteristics.
- Substitutions in plant material will not be considered unless written proof is submitted thirty (30) days prior to scheduled installation stating a specified plant cannot be obtained within the specified areas of search. All substitutions to meet Bear Smart Community standards and Firesmart BC standards.
- All trees to be staked in accordance with CNLA Standards.
- For all existing on site services and survey symbols refer to survey drawings.
- All landscaping and treatment of the open portions of the site shall be completed in accordance with the approved drawings within six (6) months of the date of issuance of any required occupancy permit, or any use or occupancy of the proposed development not requiring an occupancy permit, and thereafter permanently maintained in good conditions.
- Spacing of all planting to minimize wildfire hazard as per Firesmart BC Standards
- For all grading, refer to Civil
- For all service layout, refer to Civil
- For steep slope "No Build Area" refer to Geotechnical Report

MATERIALS LEGEND

01	ASPHALT REFERTO CIVIL
02	CIP CONCRETE SIDEWALK BROOM FINISH W/ SAW CUTS
03	3" CLEAR CRUSH LOCALLY SOURCED
04	NEW PLANTING REFER TO PLANT LIST
05	RETAINED VEGETATION EVERGREEN TREES WITHIN 30M SETBACK THINNED AS PER FIRESMART BC EVERGREEN TREES WITHIN 10M SETBACK TO BE STUMPED AND PLANTED
06	PRIVACY PLANTING REFER TO PLANT LIST 2-4 M HT SOD LAWN
07	
08	HYDROSEEDDED VEGETATIVE SWALE REFER TO PLANT LIST

PROGRAM

1	ENTRY LOW PROFILE PLANTING - MAX 18"
2	BUFFER PLANTING
3	ENTRY PLANTING REFER TO PLANT LIST
4	PARKING
5	STEEP SLOPE RETAINED PLANTING - SEE GEOTECHNICAL REPORT



3	2024-11-01	Issued for DP	AW
2	2024-09-27	Issued for Client Review	AW
1	2024-09-20	Issued for Client Review	AW

no.: | date: | item: | by:

Revisions:

Stamp:



102 - 1637 West 5th Avenue Vancouver B.C. V6J 1N5
P 604.684.4611 | F 604.684.0577 | www.dk.bc.ca

Client:

DISTRICT

Project:

**SHUSHWAP LAKE
ESTATES**

**LOT 7
BLIND BAY, BC**

Drawn by: AW

Checked by: DC

Date: SEPT 19, 2024

Scale: 1:600

Drawing Title:

COVER SHEET

Project No.:
24040

Sheet No.:

L-0.00

PRECEDENCE IMAGERY

FORM AND CHARACTER



THINNED FOREST EDGE



NEW PLANTING



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**SHUSHWAP LAKE
ESTATES**

**LOT 7
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Drawing Title:

PRECEDENT IMAGES

Project No.:
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Sheet No.:

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**LOT 7
 BLIND BAY, BC**

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: 1:200

Drawing Title:
LANDSCAPE ENLARGED PLAN - SOUTH

Project No.: 24040
 Sheet No.:

L-1.01



3	2024-11-01	Issued for DP	AW
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Client:

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**SHUSHWAP LAKE
 ESTATES**

**LOT 7
 BLIND BAY, BC**

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: 1:200







Drawing Title:
**LANDSCAPE
 ENLARGED PLAN -
 NORTH**

Project No.:
24040
 Sheet No.:

L-1.02

PLANT LIST

Trees

SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE / SPACING
	12	Acer glabrum	Rocky Mountain Maple	1.5 m ht, multi-stemmed spec.
	2	Cercis canadensis 'Forest Pansy'	Forest Pansy	5 cm cal, B&B
	10	Pinus ponderosa	Ponderosa Pine	5 cm cal, B&B
	32	Robinia pseudoacacia 'Purple Robe'	Purple Robe Black Locust	5 cm cal, B&B
	13	Styrax japonicus 'Evening Light'	Evening Light Snowbell	5 cm cal, B&B
	6	Styrax obassia	Fragrant snowbell	5 cm cal, B&B

SHRUBS

SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE / SPACING
Bt	13	Berberis thunbergii 'Shadow Cloak'	Shadow Cloak Berberis	#1 pot
Cp	34	Calluna vulgaris 'Pink Bettina'	Pink Bettina Heather	#1 pot
Cs	23	Calluna vulgaris 'Silver Knight'	Silver Knight Heather	#1 pot
Fg	134	Festuca glauca	Blue Fescue	#1 pot
Fi	21	Forsythia x intermedia 'Lynwood Gold'	Forsythia x intermedia 'Lynwood Gold'	#1 pot
Hv	9	Hamamelis vernalis 'Amethyst'	Amethyst Witchhazel	#2 pot
Pc	20	Philadelphus coronarius 'Belle Etoile'	Belle Etoile Mock Orange	#1 pot
Po	13	Physocarpus opulifolius 'Diablo'	Diablo Ninebark	#1 pot
Pf	291	Potentilla fruticosa 'Pink Beauty'	Pink Beauty Cinquefoil	#1 pot
Pa	107	Pyrocantha angustifolia	Firethorn	#1 pot
Rg	23	Rhus glabra 'Lacianata'	Smooth Sumac	#1 pot
Sp	59	Salix purpurea	Purple willow	---
Sj	150	Spiraea japonica	Japanese spirea	#1 pot
Sv	8	Syringa vulgaris 'Andeken an Ludwig Spath'	Andeken an Ludwig Spath Lilac	---

HYDROSEED MIX*



- Agropyron cristatum Crested Wheatgrass
 - Bouteloua gracilis Blue Grama Grass
 - Koeleria macrantha Junegrass
 - Pascopyrum smithii Wester Wheatgrass
 - Scirpus spp Bullrushes
- *To be confirmed by Hydroseed Supplier

SPRING INTEREST



SUMMER INTEREST



FALL INTEREST



EVERGREEN



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DISTRICT

Project:
SHUSHWAP LAKE ESTATES

LOT 7 BLIND BAY, BC

Drawn by: AW
 Checked by: DC
 Date: SEPT 19, 2024
 Scale: 1:200
 Drawing Title:

PLANT LIST

Project No.:
24040
 Sheet No.:

L-2.00



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SHUSHWAP LAKE ESTATES

**LOT 7
BLIND BAY, BC**

Drawn by: AW

Checked by: DC

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Scale: 1:200

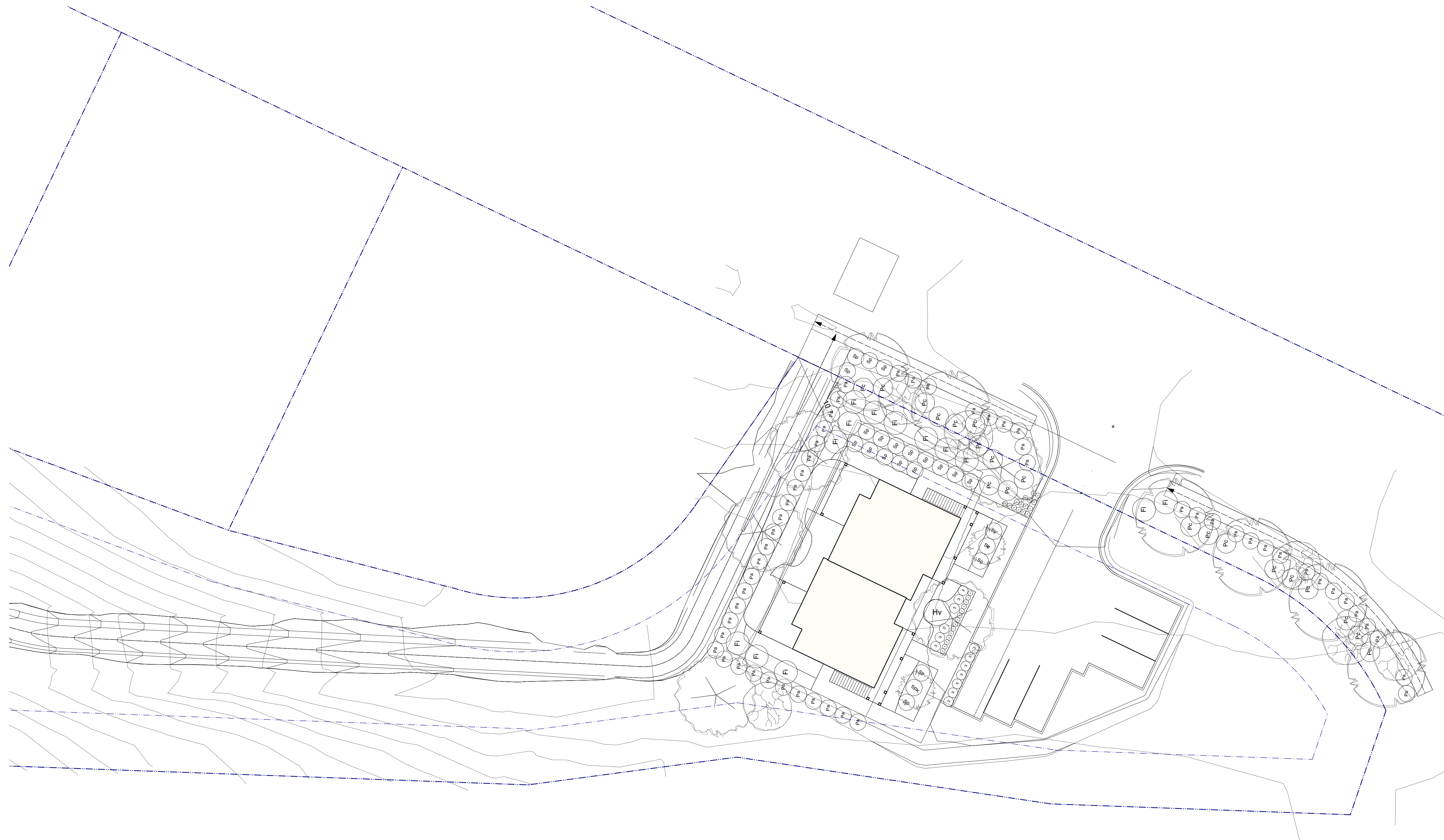
Drawing Title:

PLANTING PLAN - SOUTH

Project No.:
24040

Sheet No.:

L-2.01



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Client:

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SHUSHWAP LAKE ESTATES

**LOT 7
 BLIND BAY, BC**

Drawn by: AW

Checked by: DC

Date: SEPT 19, 2024

Scale: 1:200

Drawing Title:

PLANTING PLAN - NORTH

Project No.:
24040

Sheet No.:

L-2.02

Relevant Excerpts from Electoral Area C Official Community Plan Bylaw No. 725 and South Shuswap Zoning Bylaw No. 701

(See [Bylaw No. 725](#) and [Bylaw No. 701](#) for all policies and land use regulations)

Electoral Area C Official Community Plan Bylaw No. 725

3.3 Secondary Settlement Areas

3.3.1 Objective

- .1 To allow for predominantly residential development and some neighbourhood commercial development within Blind Bay, Eagle Bay, Sunnybrae and White Lake.

3.3.2 Policies

- .1 This designation applies to areas within the Blind Bay, Eagle Bay, Sunnybrae and White Lake Secondary Settlement Area boundaries, as outlined on Schedules B and C.
- .2 Permitted land uses within the Secondary Settlement Areas include: residential, neighbourhood commercial uses, recreational residential, community and health-related services, institutional uses, recreation, arts and cultural activities.
- .3 Residential development is subject to the housing forms and maximum densities of each land use designation within the Secondary Settlement Area Boundaries (i.e. Neighbourhood Residential (NR), Country Residential (CR), etc).
- .4 Expansion of the Blind Bay Secondary Settlement Area south of the Trans-Canada Highway may be supported if there is both community sewer and community water servicing available and if the majority of the land to be included is non-ALR land.
- .5 All new subdivisions and all new rezoning applications which would increase existing residential densities or require additional sewer or water capacity must be connected to both a community sewer system and a community water system. Where community sewer and water system servicing is not feasible, the maximum allowable density is 1 unit / ha (1 unit / 2.47 ac).
- .6 Where possible, new development will include dedicated pedestrian and non-motorized linkages to and through the development.

- .7 New commercial, industrial, multi-family and intensive residential development within the Secondary Settlement Areas is subject to the Form & Character Development Permit Area Guidelines.

12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area

.1 Purpose

The Village Centre and Secondary Settlement Area (VCSSA) Form and Character DPA is designated under the Local Government Act for the establishment of form and character objectives for commercial, industrial and multi-family development in the Secondary Settlement Areas of the plan.

.2 Justification

The Village Centre and Secondary Settlement Areas will experience the most increased density and commercial development over time. Therefore the primary objective of the VCSSA DPA is to promote a high level of building and site design in the most densely populated areas of Electoral Area 'C', which take into consideration pedestrian movement, public space, mixed use, and designing in harmony with site conditions, neighbourhood character and the existing built environment.

.3 Area

This DPA applies to all commercial, industrial, multi-family residential and intensive residential (defined as a 5 or more single family residential subdivision) development as set out in Schedules B and C:

- .1 Within Sorrento Village Centre;
- .2 Within Secondary Settlement Areas; and,
- .3 On waterfront parcels (defined as those which have any portion of their parcel boundary in common with the natural boundary of a lake).

.4 Exemptions

- .1 A single storey accessory building with a gross floor area less than 10 m² (107.4 ft²); or,

.2 The complete demolition of a building and clean-up of demolition material. Partial demolition or reconstruction of a building requires a DP under this section.

.5 Guidelines

1. New development in the form of pedestrian-oriented mainstreet building types or infill that creates enclosed nodes/courtyards is strongly encouraged;
2. New development that relies on multiple, short automobile trips to access different retail spaces on the same site (i.e. re-parking the car) are strongly discouraged;
3. New development should be of a form and character that relate to local climate and topography, and that take into consideration the form and character of surrounding buildings. When building on peaks or slopes, natural silhouettes should be maintained;
4. The primary pedestrian entrance to all units and all buildings should be from the street; if from the parking area, a pedestrian sidewalk should be provided. Entries should be visible and prominent;
5. Buildings on corners should have entries, windows and an active street presence on the two public facades to avoid the creation of blank walls in prominent locations. public facades to avoid the creation of blank walls in prominent locations;
6. Natural exterior building and landscaping materials, such as wood, rock or stone, or those that appear natural, are encouraged. Metal roofs are acceptable;
7. Weather protection in the form of awnings or canopies should be provided overall grade level entries to residential and retail units;
8. Design of signage and lighting should be integrated with the building facade and with any canopies or awnings;
9. Non retail commercial and industrial facilities including outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
10. Visible long blank walls should be avoided;
11. Driveways that intrude into the pedestrian realm are discouraged. Shared parking and access are encouraged;
12. Front parking is only supported in cases where landscaping provides a buffer between the parking and the street. All parking should be screened;
13. Dedicated pedestrian linkages (i.e. sidewalks and marked crosswalks across road) should be provided throughout parking lot(s) to access vehicles without the need to walk on the

road, provided throughout parking lot(s) to access vehicles without the need to walk on the road, except marked crosswalks;

14. Provision for services and deliveries should be at the rear yards with appropriate screening to adjacent properties and public space. Where service entries are required at the fronts of buildings, care should be taken not to compromise the pedestrian environment;
15. Residential dwelling units in mixed use buildings may be located either above or behind a commercial unit, and may be accessed from the front, rear or side(s) of the building. This form of residential development is intended to contribute to variety in housing size and affordability;
16. Development of civic public spaces with gathering spots, benches, lighting, ornaments (sculptures, fountains, etc.) and landscaping are encouraged where none exist within a short walking distance; and
17. Development of the Townhouse housing form or Seniors Housing facilities are encouraged to incorporate the following design features:

BL725-08

- i. All development in the Village Centre and Secondary Settlement Development Permit Area shall be of a quality and design that is sensitive to the existing form and character of nearby houses and neighbourhood. Such development should incorporate similar building orientation, massing and height as neighbouring development, as much as possible. Where Seniors Housing Facilities are contemplated, the building should incorporate either greater setbacks from neighbouring properties with lesser height, or similar heights at any transition boundaries.
- ii. All buildings and structures shall be designed with features, colour and finish which complement the natural setting and character of the designated area.
- iii. Building façades must incorporate surface depth and relief in the design to create a visually interesting structure.
- iv. All garbage and recycling bins are to be provided on site and fully screened (ie. consisting of fencing or landscaping) with secure enclosures.
- v. All buildings should be sited and designed with consideration for shading on adjacent properties, buildings and roadways. A shadow analysis will be required at the Development Permit stage for proposals for Seniors Housing buildings.
- vi. The impact of new development on existing view corridors should be minimized and long views to natural landscape and significant buildings or focal points should be maintained.
- vii. The building facade shall use architectural solutions to create varied and articulated building facades. Window placement and groupings,

- material palette and surface relief through massing or elements, among other techniques, may be explored to avoid a monolithic form.
- viii. Entrances should be emphasized with architectural forms such as height, massing, projection, shadow, punctuation and/or change in roofline or materials. Canopies, awnings, or recesses all help to define and distinguish an entrance.
 - ix. Building materials should be chosen for their durability as well as their functional and aesthetic quality, while meeting Fire Smart principles. Vinyl siding, plastic, darkly tinted or mirrored glass and textured stucco are discouraged unless used thoughtfully in combination with other materials. Materials should be compatible with adjacent buildings, either as primary or accent materials.
 - x. Materials used for the front facade should be carried around the building where any facades are within view of a public street.
 - xi. Wherever possible, surface parking should be located internal to the development site and should include lighting, signage and minimal driveways.
 - xii. Within surface parking lots, landscaping, trees and decorative paving should be used to break up the expansive hard surfaces.
 - xiii. A detailed landscape plan must be provided with each Development Permit application. The plan shall indicate any existing landscaping that is proposed to remain within the development and all new landscaping to be installed on site. The objective shall be to retain existing trees within the development, where possible.
 - xiv. All parking areas shall be hard surfaces, drained and maintained. Whenever possible, and where function, safety or use does not preclude it, permeable surfaces and on site stormwater retention are to be utilized. Paving stones or grass-crete is encouraged, but consideration will be given to permeable asphalt.
 - xv. Roof top mechanical units and/or elevator equipment are required to be screened from view from all angles.
 - xvi. A detailed pedestrian plan illustrating safe movement of people within parking areas, to/from entrances and exits, and public spaces, (eg. Crosswalks, sidewalks, etc.).

South Shuswap Zoning Bylaw No. 701

1.0 DEFINITIONS

DWELLING OR DWELLING UNIT is a use of one (1) or more rooms in a detached building, with self-contained eating, living, sleeping and sanitary facilities and not more than one kitchen, used or intended to be used as a residence for no more than one (1) household;

HEIGHT is the vertical distance between the highest point of a building or structure and the lowest point of a building or structure where the finished ground elevation and the building meet, excluding localized depressions such as vehicle and pedestrian entrances to a maximum width of 6 m (19.69 ft.).

HOUSEHOLD means people living together in one (1) dwelling unit, using a common kitchen;

MULTIPLE DWELLING is a building, containing three or more dwelling units each of which is occupied or intended to be occupied as a permanent home or residence of not more than one household, but does not include townhouse;

SCREENING means the use of a continuous fence, wall, berm, landscaping or combination thereof to screen the property which it encloses and which is broken only by access driveways and walkways.

SIGN is an identification, description, illustration, contrivance, or device visible from a public place which is intended to direct attention to a product, service, place, activity, person, institution, business, or solicitation;

R2 - MEDIUM DENSITY RESIDENTIAL ZONE**SECTION 12****Purpose**

The purpose of the R2 zone is to provide for higher, urban density residential development in select portions of the South Shuswap Plan Area. In general, the R2 zone corresponds to the MDR designation in the South Shuswap Official Community Plan.

Permitted Uses

12.1 The following uses and no others are permitted in the R2 zone:

- .1 multiple dwelling;
- .2 duplex;
- .3 single detached dwelling;
- .4 home business, conducted entirely within a single detached dwelling or an accessory building to a single detached dwelling
- .5 accessory use.

Regulations

12.2 On a parcel zoned R2, no building or structure shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations.

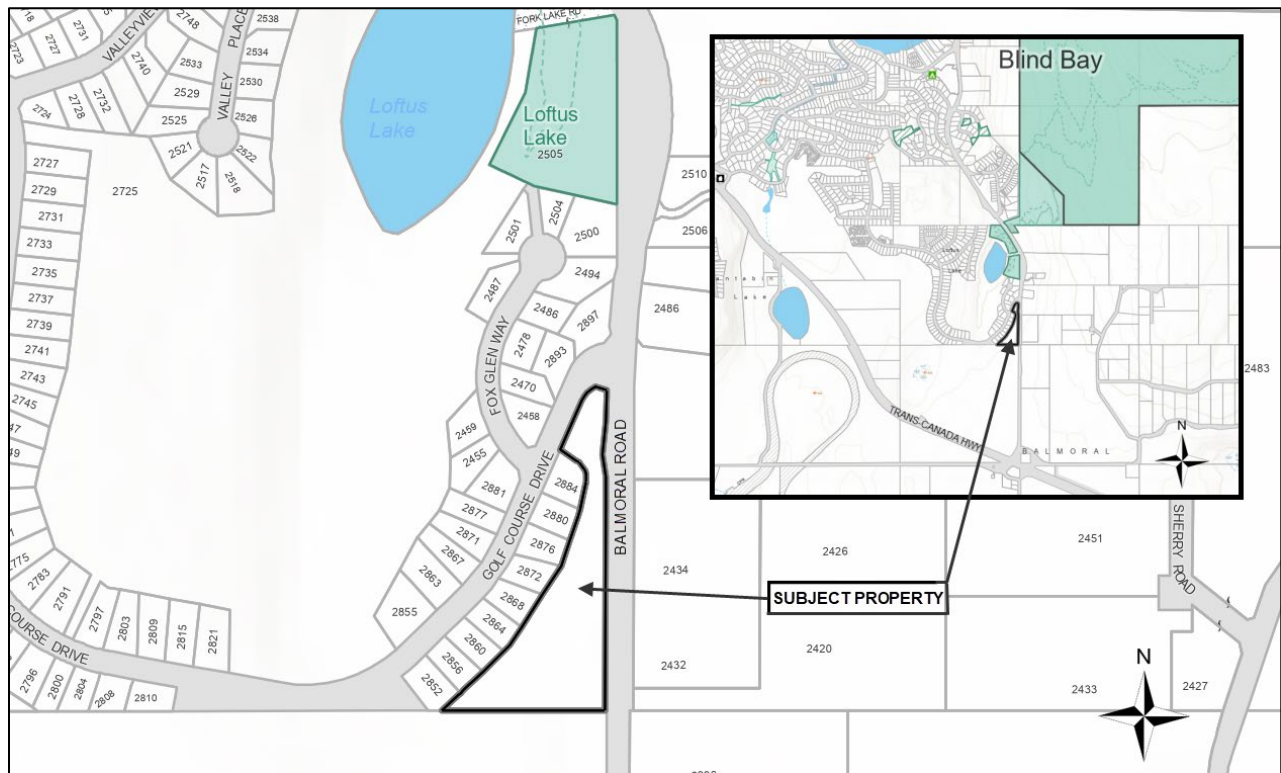
	COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
	.1 Minimum Parcel Size for New Subdivisions:	700 m ²
	.2 Maximum Number of Single detached dwellings Per Parcel	1
	.3 Minimum Parcel Area for a: <ul style="list-style-type: none"> • single detached dwelling • duplex • multiple dwelling 	700 m ² 1,000 m ² 1,400 m ²
BL701-111	.4 Maximum floor area, gross of Accessory Buildings Where the Parcel Area is: <ul style="list-style-type: none"> • 1400 m² or less • more than 1400 m² 	45 m ² 60 m ²
BL701-111	.5 Maximum height for: <ul style="list-style-type: none"> • Principal buildings and structures • Accessory buildings and structures 	11.5 m (37.73 ft.)
BL701-50		8.5 (27.89 ft.)

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.6 Minimum Setback from the: <ul style="list-style-type: none"> • front parcel line • exterior side parcel line • interior side parcel line • rear parcel line 	<p style="text-align: center;">5 m</p> <p style="text-align: center;">4.5 m</p> <p style="text-align: center;">2 m</p> <p style="text-align: center;">5 m</p>
.7 Maximum Coverage	50%
.8 Maximum Density of Multiple dwellings and Duplexes	25 dwelling units/ha

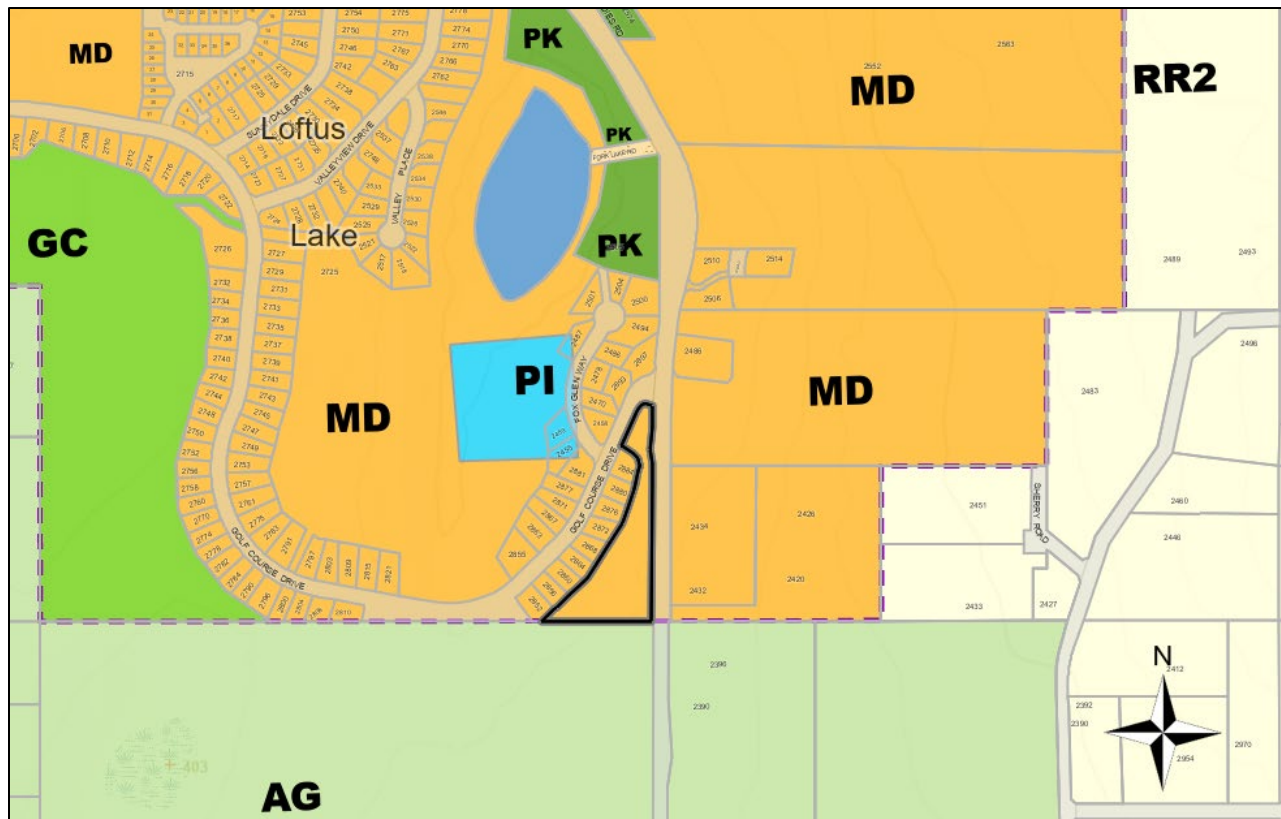
Connection to Community Water and Sewer Systems

- 12.3 Every parcel created by a new subdivision in the R2 zone shall be connected to a community water system and a community sewer system.

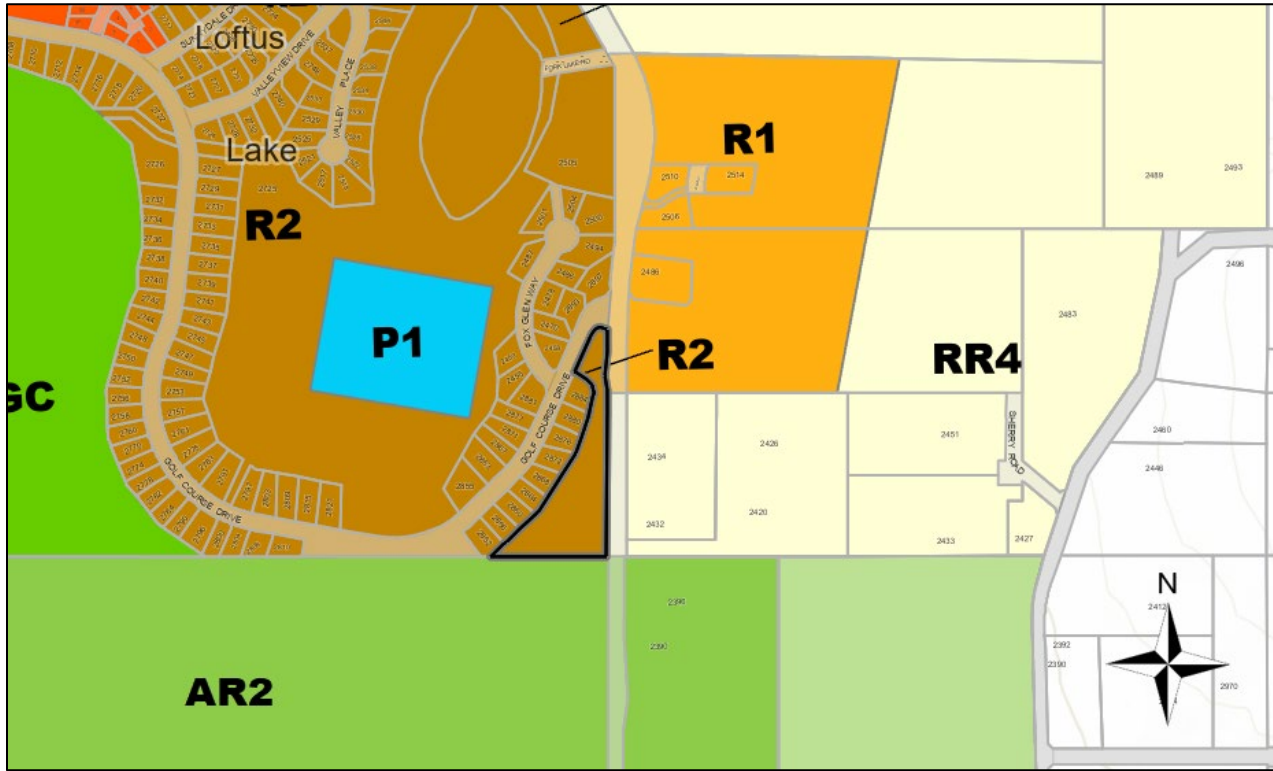
Location



Electoral Area C Official Community Plan Bylaw No. 725



South Shuswap Zoning Bylaw No. 701



Site Plan (full site)

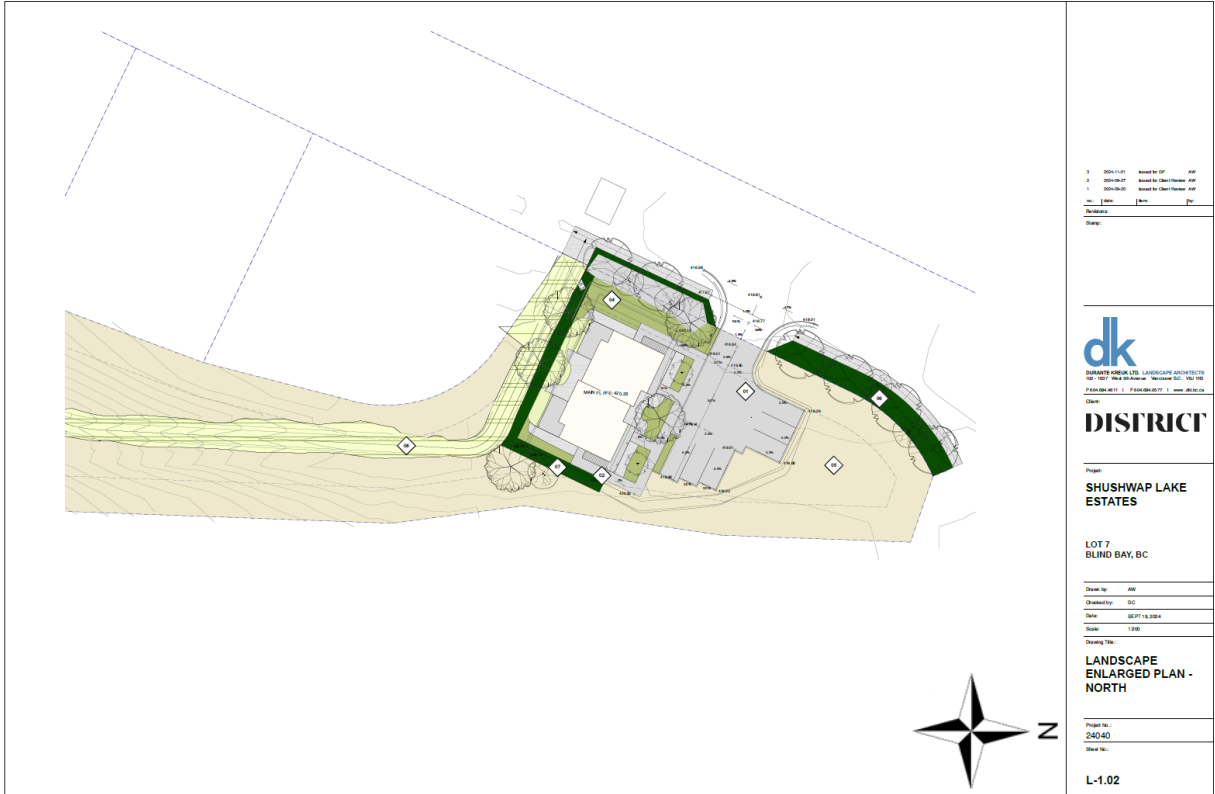


1" = 40.0' 1
MASTER PLAN - AUGUST 22, 2024

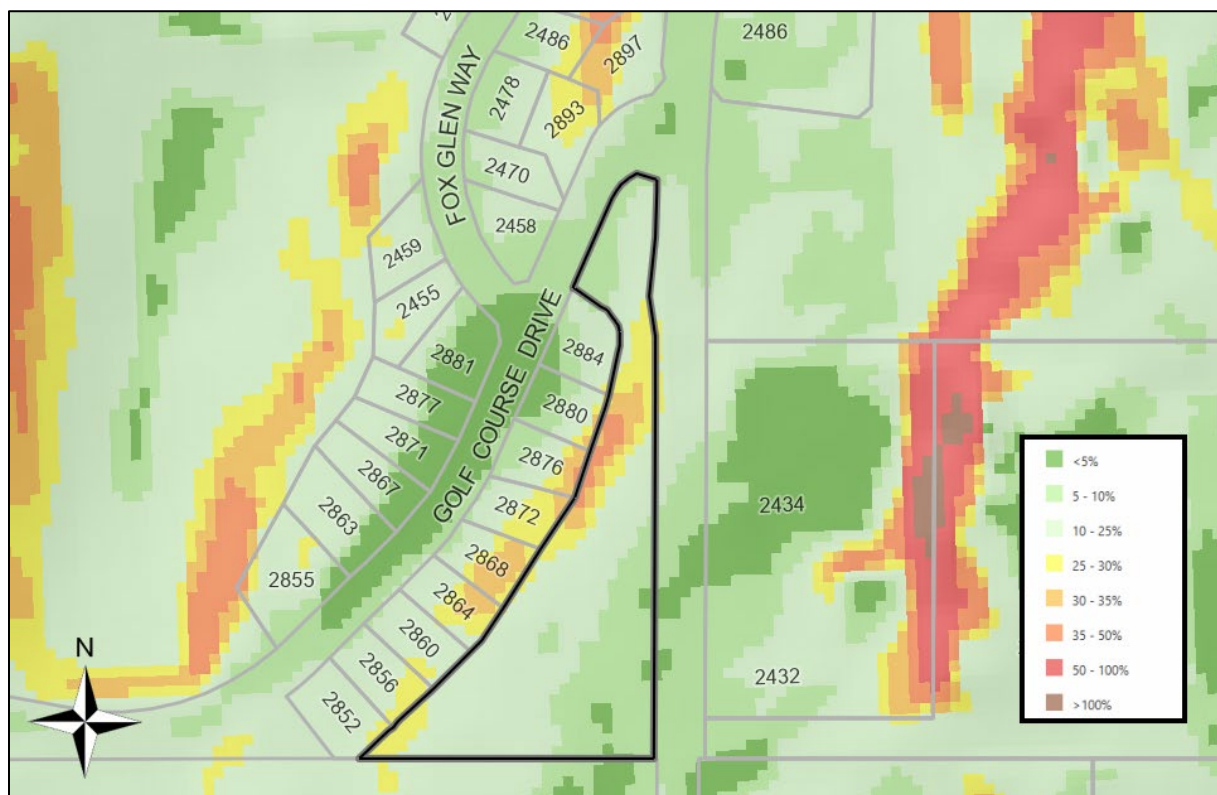
Site Plan (South)



Site Plan (North)



Slopes



Orthophoto



Renderings showing Form & Character





BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area E: Development Variance Permit No. 841-11
- DESCRIPTION:** Report from Hayley Johnson, Planner I and Laura Gibson, Planner II, dated January 31, 2025. 9059 Hummingbird Drive, Swansea Point
- RECOMMENDATION:** THAT: In accordance with Section 498 of the Local Government Act, Development Variance Permit No. 841-11 for Lot 14 Section 11 Township 21 Range 8 West of the 6th Meridian Kamloops Division Yale District Plan 27052, varying Electoral Area E Zoning Bylaw No. 841, as amended, as follows:
1. Section 4.8.4 (i) the maximum floor area, gross of the proposed accessory building be increased from 150 m² to 218 m²
be approved this 20th day of February 2025.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 9059 Hummingbird Drive in Swansea Point in Electoral Area E. The property is subject to the Electoral Area E Official Community Plan Bylaw No. 840, as amended (Bylaw No. 840) and the Electoral Area E Zoning Bylaw No. 841, as amended (Bylaw No. 841).

The CSR D previously approved Development Variance Permit (DVP) No. 841-08 at the July 18, 2024, Board meeting. DVP841-08 approved the maximum floor area, gross of the proposed accessory building to be increased from 150 m² to 218 m² with siting specifications included in the permit. The applicant has made this subsequent DVP application to modify the siting specifications that were included in the previously issued DVP.

BACKGROUND:

See item 16.1 on the [July 18, 2024 Board Meeting Agenda](#) for background information.

POLICY:

[Electoral Area E Zoning Bylaw No. 841](#)

Section 2 Definitions

ACCESSORY BUILDING or STRUCTURE is a detached building or structure located on the same parcel as the principal building, the use of which is subordinate, customarily ancillary to that of the principal building;

ACCESSORY USE is the use of land, buildings or structures of which is subordinate customarily ancillary to a principal use or single detached dwelling;

FLOOR AREA, GROSS is the total area of all storeys in a building and attached decks and balconies, whether at, above, or below established grade, measured to the outside face of the exterior walls, windows, roof or floor as applicable, or the area in a portion of a building as applicable. For structures

or portions of structures without walls, floor area, gross is measured from the outside edges of posts. Where a roof extends more than 1.3 m beyond a wall or post floor area, gross is measured to the outermost edge of the roof or eave. For buildings, structures or portions thereof without a roof floor area, gross is measured from the exterior face of a wall, post or edge of floor. Floor area, gross includes balconies, decks and parking areas but does not include unenclosed exterior stairs;

SINGLE DETACHED DWELLING means a detached building containing only one (1) principle dwelling unit and, where permitted by this Bylaw, one (1) secondary dwelling unit. For the purposes of this Bylaw, a manufactured home is considered a single detached dwelling;

Section 4 Zones

4.8 Rural Residential 1 Zone

.2 Permitted Principal Uses

- (a) Single detached dwelling

.3 Permitted Secondary Uses

- (a) Accessory use

.4 Regulations Table

(g) Maximum height for accessory buildings and structures:

- Containing a dwelling unit- 10 m
- All other accessory buildings and structures- 8.5 m

(i) Maximum floor area, gross of an accessory building on a parcel less than 0.4 ha:

- Accessory buildings containing a dwelling unit - 250 m²
- All other accessory buildings and structures -150 m²

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

The [CSR Board report](#) provided by staff at the July 18, 2024 Board meeting provides details on the proposal to increase the accessory building size and includes analysis on policy, bylaw regulations, the applicant's rationale, property location, property/neighbourhood features and the potential impacts to adjacent properties and the neighborhood.

Staff had previously recommended that the proposed location of the accessory building, which included a 22 m setback from the front parcel boundary and a 4.5 m meter setback from the interior side parcel boundary, be a condition for support for DVP841-08. The specific location of the building was a condition of the DVP because that location minimized potential negative visual impacts of increasing the floor area from 150 m² to 218 m². At the time, the applicant was agreeable to these conditions, as this was their proposed location for the accessory building.

The applicant has now made a request to reduce the front parcel boundary setback from 22 m to 10 m and the interior parcel boundary setback be reduced from 4.5 m to 3 m. The applicant has submitted a letter of rationale to explain their reasons for this request (see attached "DVP841-11_Applicant_Letter_09_26_2024_redacted.pdf").

As part of the analysis for the previous proposal, staff took in to consideration the proposed location of the accessory building, which at the time was proposed to be 22 m from the front parcel boundary. This setback would limit the visual impact from Hummingbird Drive and staff included this 22 m setback

as condition of DVP841-08 of approval. Staff also included the proposed 4.5 m setback from the interior side parcel boundary be a condition of approval to minimize some of the visual impacts of the proposed accessory building to the neighbouring property to the north, as there is no buffer of trees to separate the two properties.

Analysis

Staff have analyzed the potential impacts for the setback reduction request from 22 m to 10 m from the front parcel boundary and the 4.5 m to 3 m reduction request from the interior parcel boundary for the oversized accessory building.

Siting from Northern Interior Parcel Boundary Reduction Request

Bylaw No. 841 requires a 2 m setback for the proposed accessory building from the interior parcel boundary. The applicant had previously proposed that the accessory building be located 4.5 m from the interior parcel boundary and is now requesting the accessory building be setback 3 m from the interior parcel boundary. This additional 1.5 m reduction is a minor reduction and meets the Bylaw No. 841 interior parcel boundary setback requirement of 2 m. The proposed accessory building continues to be proposed to have the orientation of the accessory building facing south, away from the closest neighbouring property to the north, which is the most affected by siting the proposed accessory building 1.5 m closer to the north property parcel boundary. There will be no windows or doors on the accessory building that face the neighbouring property to the north. The agent has indicated that the proposed accessory building siting will be in line with the neighbouring properties accessory building to the north and will be back to back instead of the neighbouring properties single detached dwelling, where it had been approved in the first DVP.

The applicant has submitted two letters of support from the adjacent neighbours to the north and south (see attached "DVP841-11_Letters_Support_redacted.pdf").

Siting from Front Parcel Boundary Reduction Request

Bylaw No. 841 requires a 4.5 m setback for the proposed accessory building from the front parcel boundary. The applicant had previously proposed the accessory building be located 22 m from the front parcel boundary and is now proposing the accessory building be located 10 m from the front parcel boundary and Hummingbird Drive. The 10 m setback meets the 4.5 m front parcel boundary setback requirement in Bylaw No. 841. The narrowest width of the proposed accessory building will face east towards Hummingbird Drive and will have the orientation of doors of the accessory building facing south, away from Hummingbird Drive. In comparison with the neighbouring properties accessory building to the north, which is also setback approximately 10 m from Hummingbird Drive, the neighbouring accessory building is not visible from Hummingbird Drive (See photos in DVP841-11_Maps_Plans_Photos). The applicant has requested a similar setback on the subject property for their accessory building, however, the trees that would have once provided a buffer to limit the visual impacts have been removed. The agent states that there are still a few trees (3) remaining that can provide a buffer between the proposed accessory building and the road, and the property owner intends to create a berm and plant 12 yew trees between the northeast corner of the property and the driveway to further decrease some any potential negative visual impacts (see attached "DVP841-11_Maps_Plans_Photos_redacted.pdf"). The proposed berm will be situated approximately 1.2 m from the property line and will be 3 m high and approximately 2.4 m in width. Construction of the berm and planting of 12 yew trees is included as a condition of the DVP (see attached "DVP841-11_Redacted.pdf").

By reviewing the 2023 CSRD Ortho Imagery, staff were able to measure some of the footprints of the accessory buildings in the neighbourhood as part of the analysis for the size increase of the accessory

building in the previous board report. Staff found that many of the neighbouring properties on Hummingbird Drive have accessory buildings with a footprint that ranges from approximately 175 m² to 250 m². Of those neighbouring properties, and existing oversized accessory building, three of them are located close (within 10 m) of Hummingbird Drive. Therefore, this proposal for a 218 m² accessory building 10 m from the front parcel boundary is not out of character with the other neighbouring properties.

Staff have reviewed the request to reduce the siting specifications and continue to support the variance request based on the previous rationale in the July 18, 2024, Board Report. Staff recommend the Board approve DVP841-11.

Rationale for Recommendations

The CSRD previously approved DVP No. 841-08 at the July 18, 2024, Board meeting. DVP841-08 approved the maximum floor area, gross of the proposed accessory building to be increased from 150 m² to 218 m² with siting specifications included in the permit. The applicant has made this subsequent DVP application to modify the siting specifications that were included in the previously issued DVP. The size of the proposed building remains 218 m². The proposal is to site the building 10 m from the front parcel boundary and 2 m from the interior side parcel boundary. Staff continue to support the proposal and recommend the Board approve the DVP for the following reasons:

- The proposed 218 m² accessory building should not alter the residential character of the property as it is still subordinate to the single detached dwelling and meets all other zoning requirements;
- The proposed accessory building is not out of character with the neighbouring properties, as many of the adjacent properties have accessory buildings with a similar size to what is being proposed on the subject property;
- The siting of the proposed accessory building 10 m from the east property line along the road and 3 m from the north property line, as well as the proposed berm and 12 yew trees between the accessory building and road, will decrease negative visual impacts from the increased size of the proposed accessory building.

IMPLEMENTATION:

If Development Variance Permit No. 841-11 is approved by the Board, the notice of permit will be registered to the Title of the property and the property owner can proceed by obtaining a building permit. If the Development Variance Permit is not approved by the Board, the property owner would need to modify the size of the accessory building to comply with the maximum floor area, gross of 150 m², or meet the siting specifications that were approved in DVP841-08.

COMMUNICATIONS:

Notices of the proposed variances were sent out to property owners and tenants in occupation of properties located within 100 m of the subject property. No written submissions have been received as of the date of this report. Any written submissions received before the submission deadline Tuesday, February 18, 2025, at 4:00 PM will be attached to the Late Agenda Board package.

The applicant submitted with their application two letters of support from the neighbours directly to the north and south of the subject property.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_DVP841-11.docx
Attachments:	<ul style="list-style-type: none"> - DVP841-11_Redacted.pdf - DVP841-11_Applicant_Letter_09_26_2024_Redacted.pdf - DVP841-11_Letters_Support_Redacted.pdf - DVP841_11_Maps_Plans_Photos_Redacted.pdf
Final Approval Date:	Feb 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



DEVELOPMENT VARIANCE PERMIT NO. 841-11

OWNERS:



9059 Hummingbird Drive
Swansea Point, BC
V0E 2K2

1. This Development Variance Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described below:

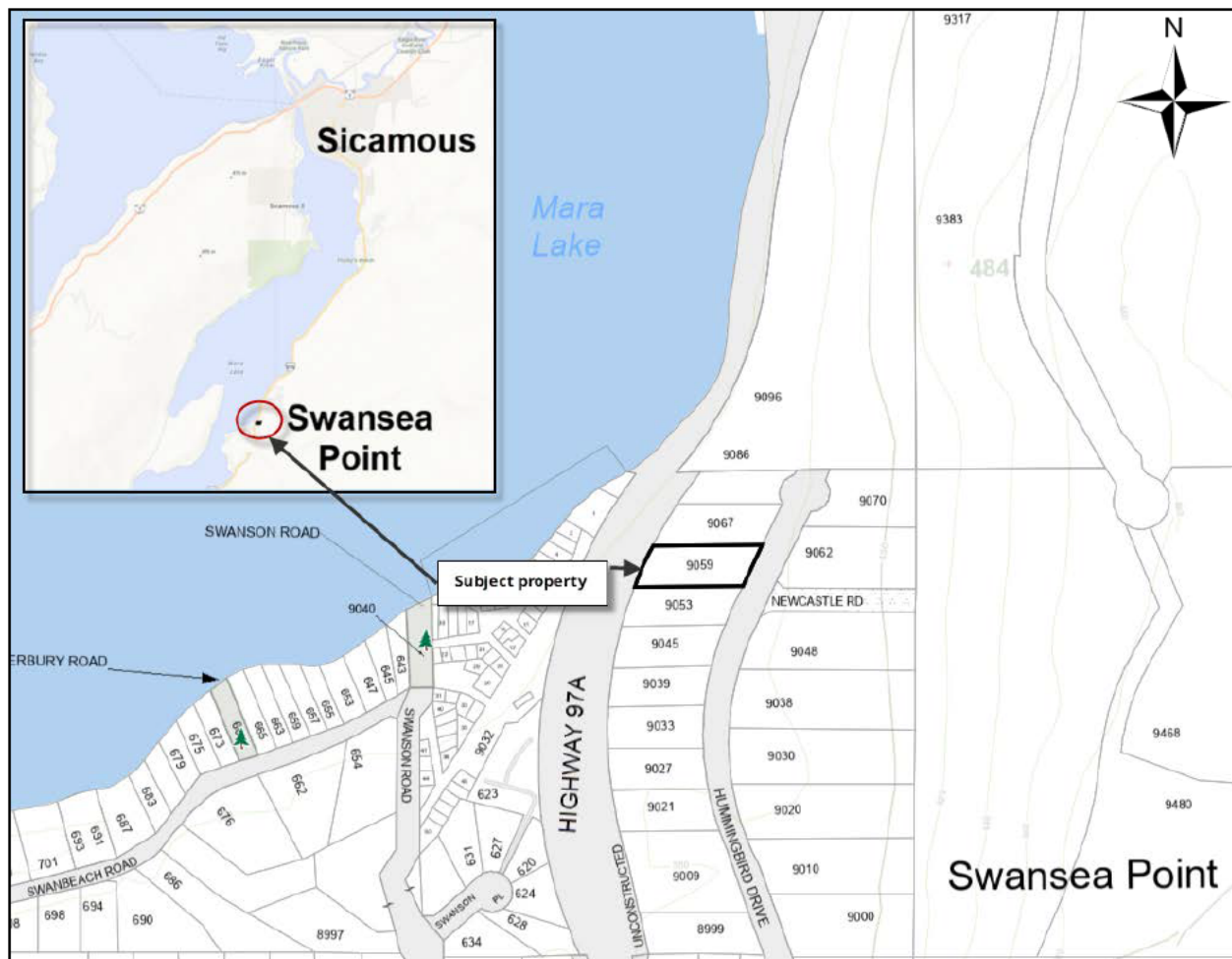
Lot 14 Section 11 Township 21 Range 8 West of the 6th Meridian Kamloops Division Yale District Plan 27052 (PID: 004-929-209), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.
3. The Electoral Area E Zoning Bylaw No. 841, is hereby varied as follows:
 - a. Section 4.8.4 (i) the maximum floor area, gross of the proposed accessory building be increased from 150 m² to 218 m²
 as more particularly shown on the site plans attached hereto as Schedule B.
4. This permit is subject to construction of a berm between the proposed accessory building and Hummingbird Drive, to be approximately 3 m high and 2.4 m wide, with a minimum of 12 yew trees planted on the berm.
5. This Permit is NOT a building permit.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2025.

CORPORATE OFFICER

NOTE: Subject to Section 504 of the Local Government Act, if the development of the subject property is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

Schedule A Location Map



Rationale for Adjusting Setback Requirements.

I hope this letter finds you well. I am writing to formally request a modification of the setback requirements for the construction of the approved planned shop on my property, moving from the current 22-meter setback to a 10-meter setback on the front parcel boundary and a 3m setback from 4.5m on the front interior side parcel. This request is driven by significant topographical challenges that necessitate substantial fill to ensure the stability and usability of the proposed structure. During the planning and evaluation stages of this project, it became evident that the existing topography of the site presents considerable elevation challenges. The natural slope of the land requires the introduction of a substantial amount of fill material to create a level and stable foundation. Given the extent of the fill required, maintaining the original 22-meter setback would drastically limit the usable area for construction, making it impractical to build a functional shop. Additionally, the requested 10-meter setback aligns more closely with the setbacks of neighboring properties, ensuring that the new structure integrates harmoniously into the surrounding landscape. This adjustment will not only promote a more aesthetically appealing environment but will also enhance the overall functionality of my property without negatively impacting the views or privacy of adjacent homeowners. I understand that setbacks are established to maintain certain standards within the community, and I assure you that this request is made with careful consideration of the impact on the neighborhood. Our intention is to adhere to all other zoning regulations and building codes, and we are committed to ensuring that the construction of the shop reflects the character and values of our community. I appreciate your understanding and consideration of this request. I am hopeful that we can work together to find a solution that accommodates my needs while adhering to community standards. Thank you for your time and attention.

Sincerely,



[REDACTED]
Hummingbird Drive
Swansea Point, BC
V0E 2K2

September 6, 2024

To Whom It May Concern,

This email is in support of my neighbour, [REDACTED], building his shop closer to the property lines. (10 m from Hummingbird Drive and 3m from edge) I own the property [REDACTED] of [REDACTED]. He has shown me the revised drawings and I have no concerns about the size or placement of his shop.

Sincerely,

[REDACTED]

[REDACTED]

[REDACTED] Hummingbird Dr, SwanseaPoint , BC

August 18, 2024

To Whom it May Concern;

Re: [REDACTED] variance application

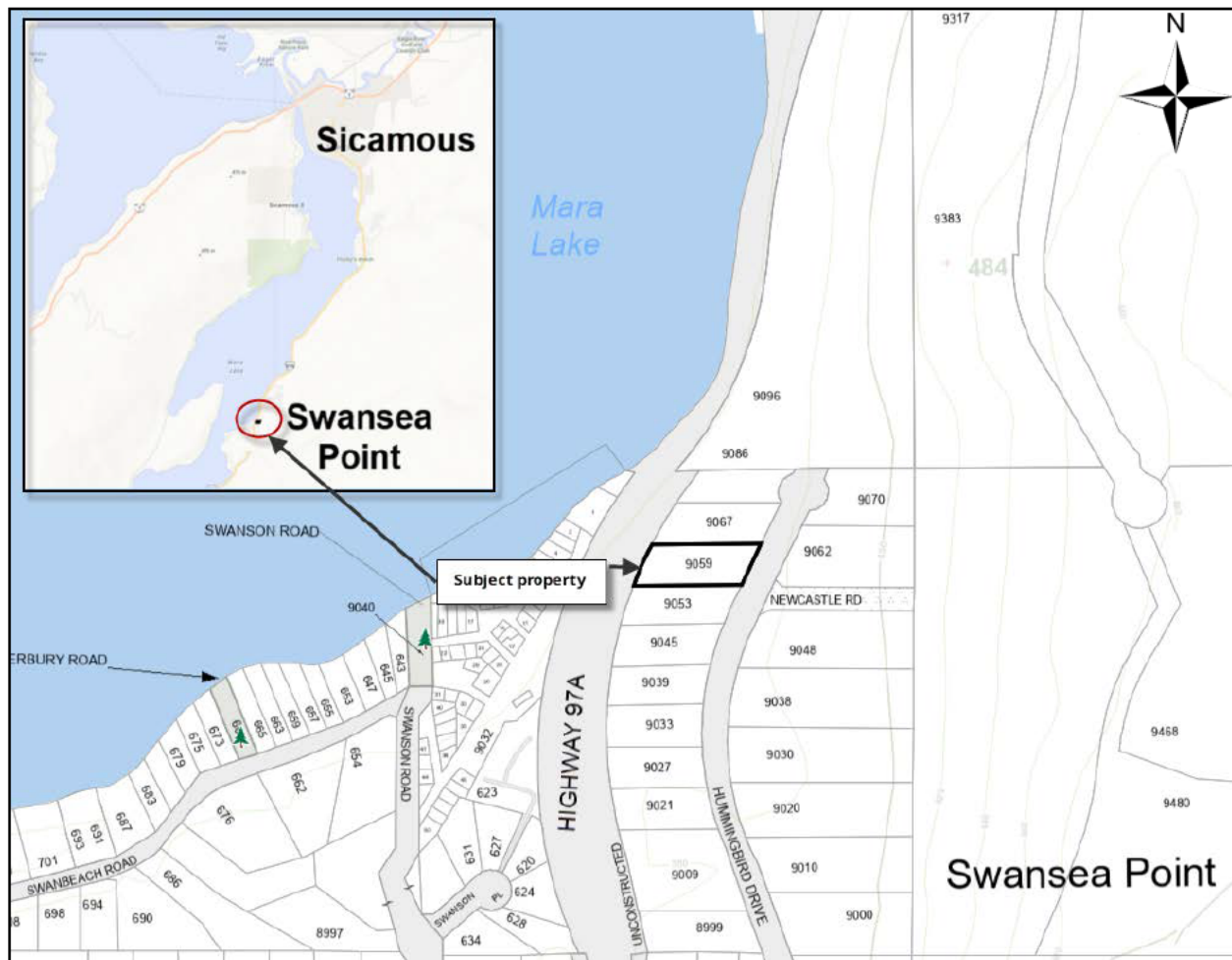
We are [REDACTED]'s neighbors [REDACTED] on the [REDACTED] side. He has kept us informed with his application of variance of location of his proposed shop on his property and we have no issues with his building plans as per his application.

Sincerely;

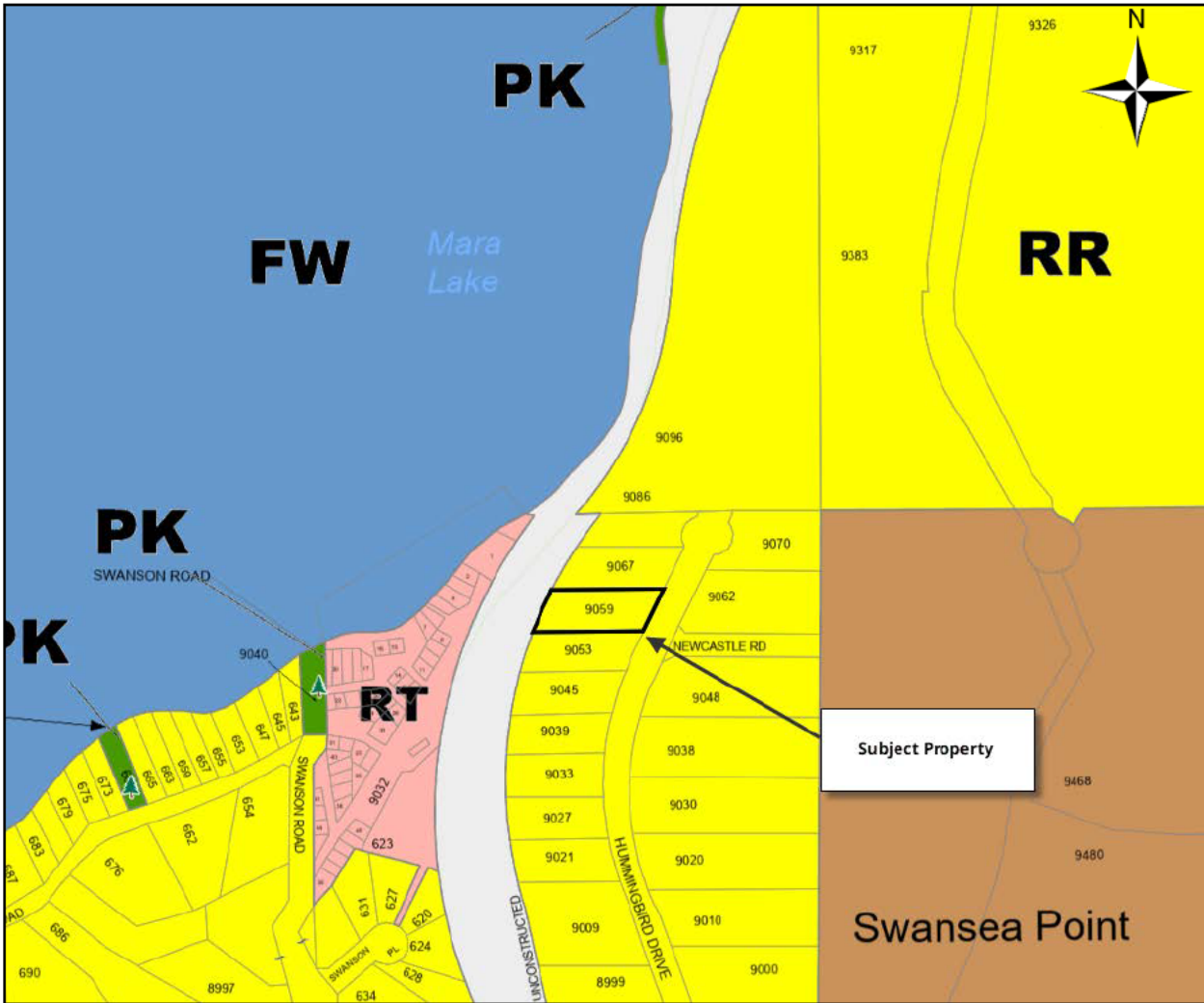
[REDACTED]

[REDACTED]

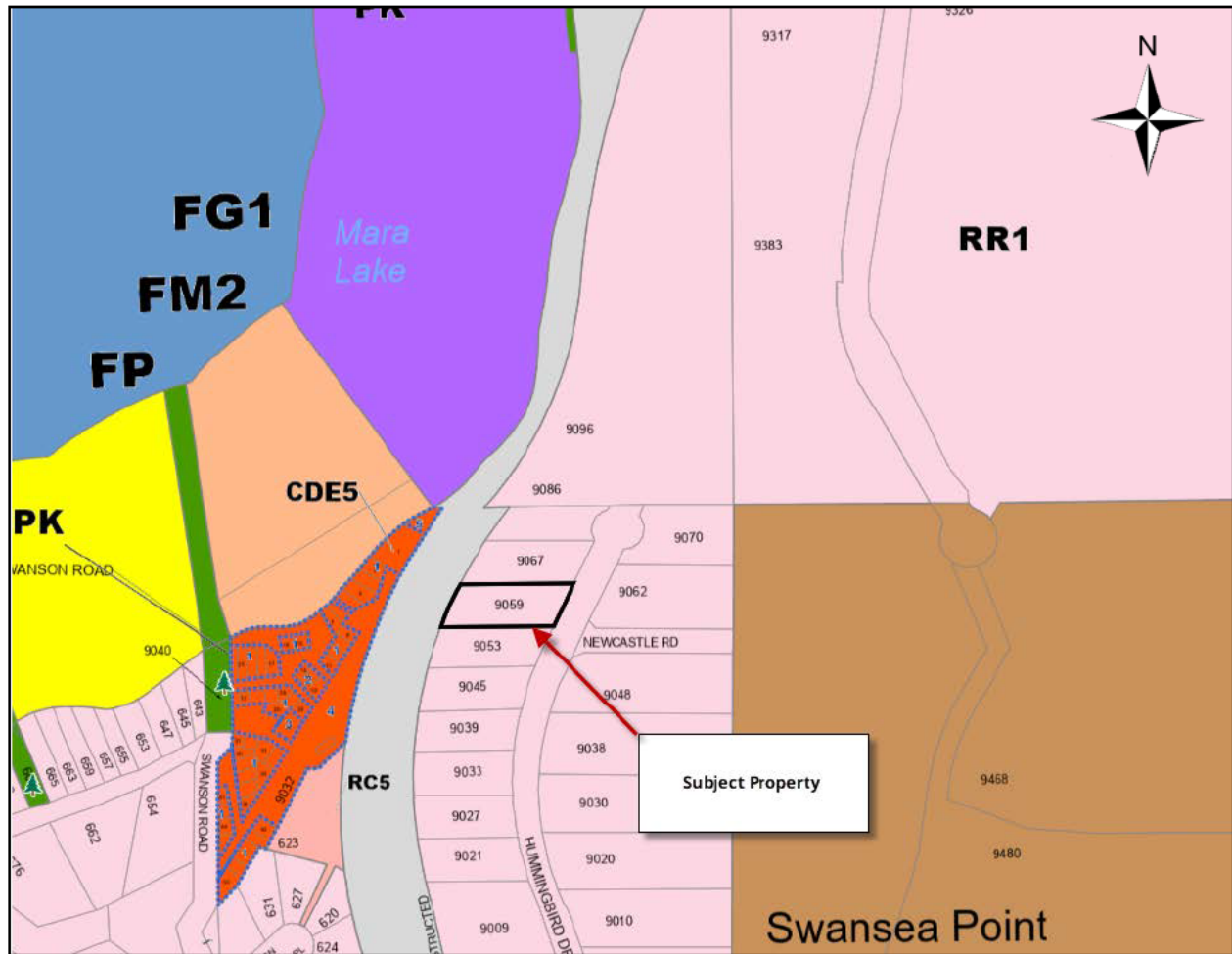
Location Map



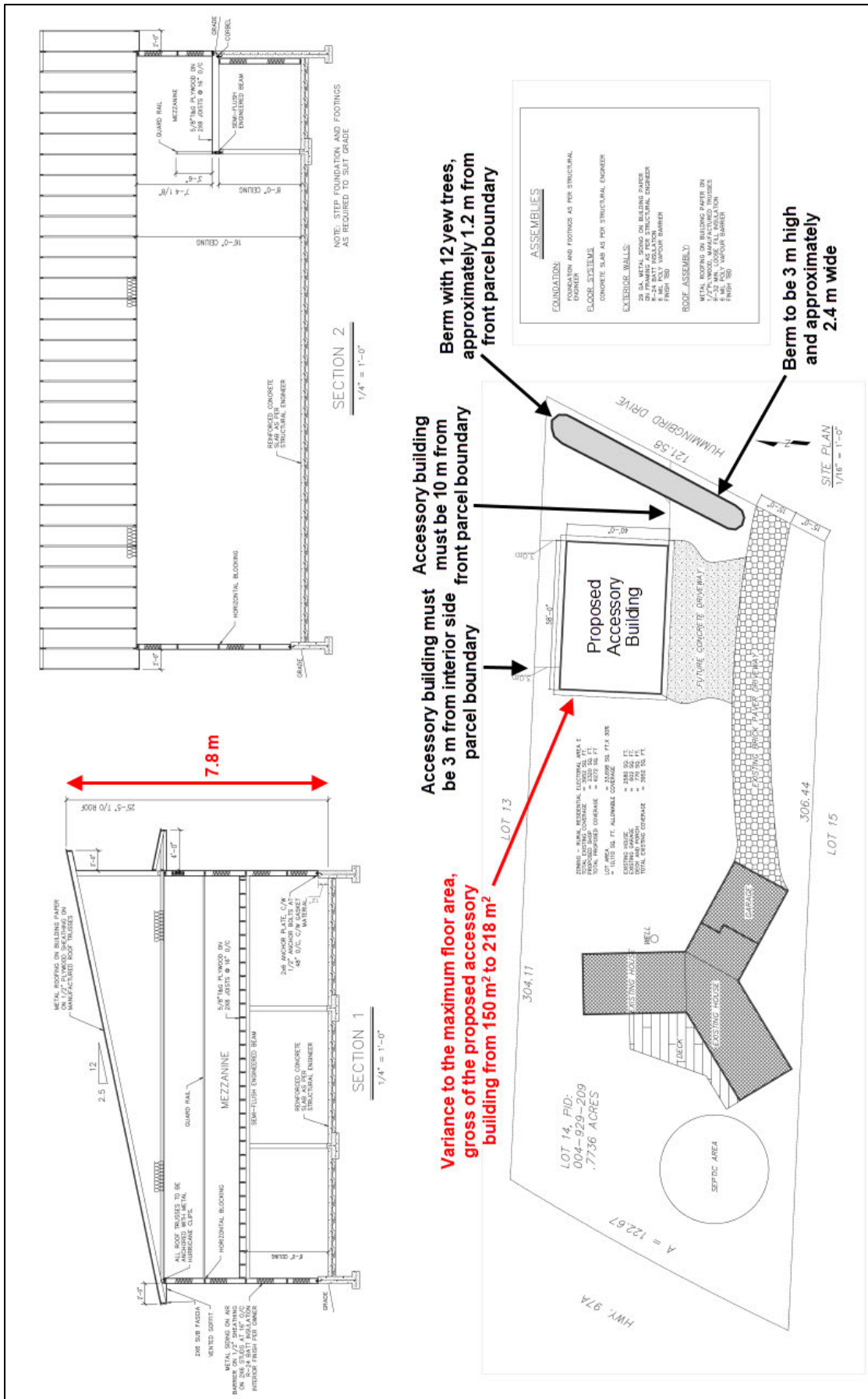
Electoral Area E Official Community Plan Bylaw No. 840



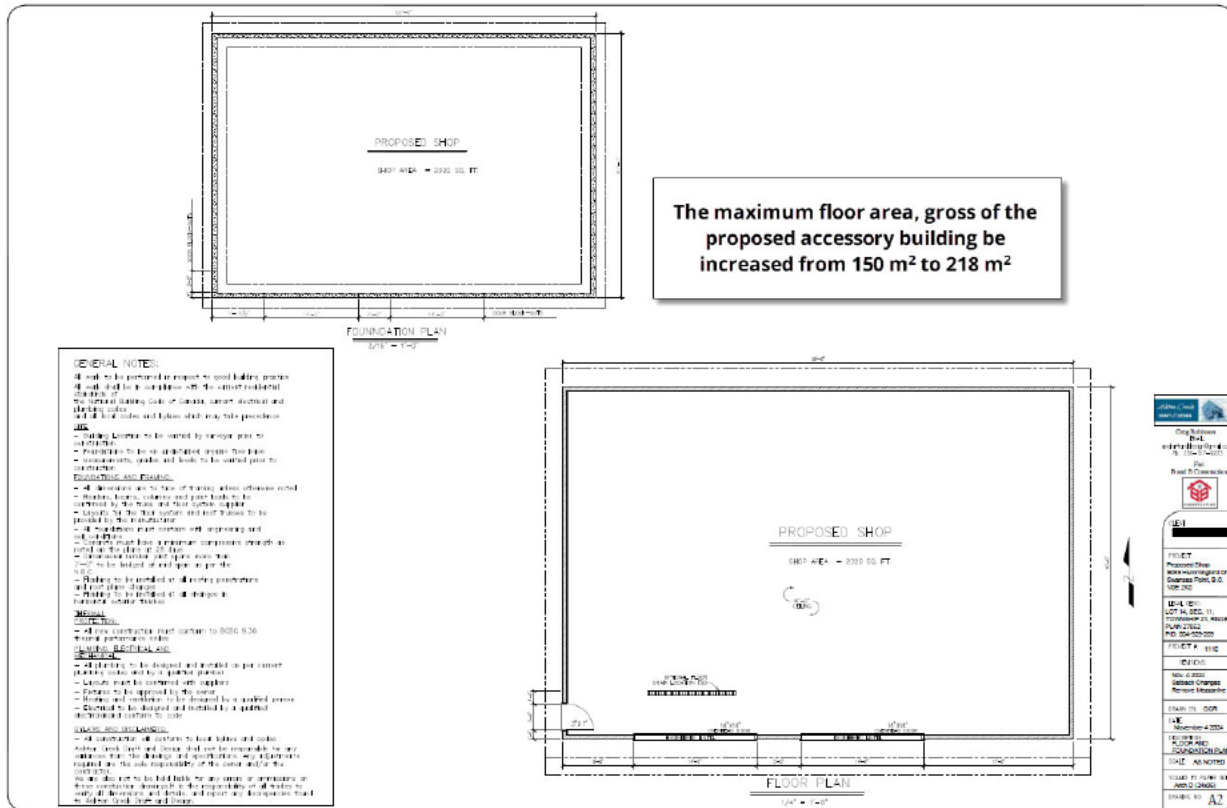
Electoral Area E Zoning Bylaw No. 841



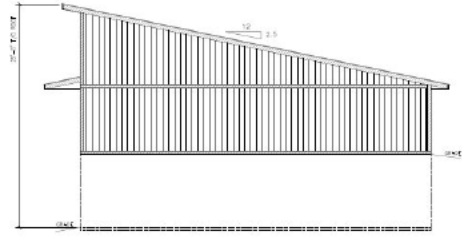
Site Plan



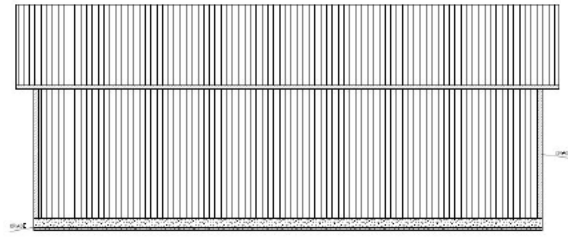
Floor Plan



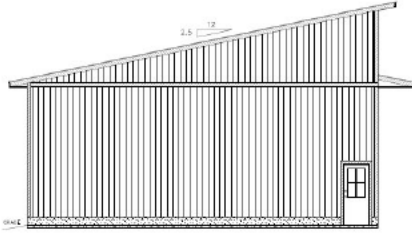
Elevation Plan



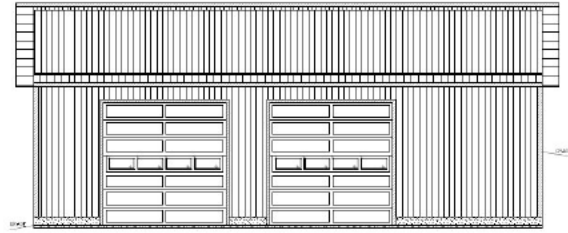
WEST ELEVATION
1/8" = 1'-0"



SOUTH ELEVATION
1/8" = 1'-0"



EAST ELEVATION
1/8" = 1'-0"



SOUTH ELEVATION
1/8" = 1'-0"

Alpha Code
Architectural

City of Lowell
100 State Street
Lowell, MA 01850
Tel: 978.686.3000
Fax: 978.686.3001
www.alpha-code.com

LET

PROJECT
Barnes Shop
2023 Transportation Co.
100 State Street, Lowell, MA 01850

DATE: 08/15/23
DRAWN BY: J. P. RICE
CHECKED BY: J. P. RICE
SCALE: 1/8" = 1'-0"

DATE: 08/15/23
DRAWN BY: J. P. RICE
CHECKED BY: J. P. RICE

SHEET NO. **A1**



Photos



Photo from Hummingbird Drive facing west dated October 29, 2024, submitted by applicant



Photo received June 18, 2024, showing the proposed area for the accessory building facing east submitted by the agent



Photo received June 18, 2024, showing the proposed area for the accessory building facing north submitted by the agent



Photo received June 18, 2024, showing the proposed area for the accessory building facing southeast submitted by the agent



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area G: Temporary Use Permit No. 725-03
- DESCRIPTION:** Report from Laura Gibson, Planner II, dated January 31, 2025
3312 McBride Road, Reedman Point
- RECOMMENDATION:** THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 725-03 for Parcel A (KL110121) Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 27611, be authorized for issuance this 20th day of February, 2025, for the temporary use of the existing detached secondary dwelling unit as a short term rental, with issuance subject to the applicant fulfilling the following conditions:
- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act, protecting an area on the subject property for a backup septic field area for the secondary dwelling unit;
 - Submitting proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
 - Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSR D for any damages arising from or relating to issuance of the Temporary Use Permit.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 3312 McBride Road in Reedman Point in Electoral Area G. The owners have applied for a Temporary Use Permit (TUP) to seek approval to use the detached secondary dwelling as a year-round short term rental (STR). If approved, the TUP will allow the STR for up to 3 years.

BACKGROUND:

ELECTORAL AREA:
G

LEGAL DESCRIPTION:

Parcel A (KL110121) Section 30 Township 22 Range 10 West of the 6th Meridian Kamloops Division Yale District Plan 27611

PID:
023-898-763

CIVIC ADDRESS:

3312 McBride Road, Blind Bay

SURROUNDING LAND USE PATTERN:

North = Rural Residential (single detached dwelling)
South = Rural Residential (vacant)
East = Rural Residential (single detached dwelling)
West = McBride Road

CURRENT USE:

Single detached dwelling and detached secondary dwelling unit (carriage house)

PROPOSED USE:

Use the secondary dwelling unit as a short-term rental

PARCEL SIZE:

0.97 ha (2.41 ac)

DESIGNATION:

[Electoral Area C Official Community Plan Bylaw No. 725](#), as amended (Bylaw No. 725)
RR2 – Rural Residential 2

ZONE:

[South Shuswap Zoning Bylaw No. 701](#), as amended (Bylaw No. 701)
RR1 - Rural Residential (0.4ha)

SITE COMMENTS:

See attached "TUP725-03_Maps_Plans_Photos.pdf".

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

See attached "TUP725-03_BL725_BL701_Excerpts.pdf".

Bylaw No. 725 policies include that a TUP may be issued for temporary uses that are not supported or permitted by the OCP or Zoning Bylaw.

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:Background

The property owners have applied for a TUP for an STR which was operated since February 2019. The applicants are also in the process of having an Authorized Professional identify a backup septic field and registering a s. 219 covenant on title to protect the backup septic field area, which is a requirement for secondary dwelling units on properties under 1 ha. Without registration of the s. 219 covenant

protecting a backup septic field area, the secondary dwelling unit is not permitted and the proposed STR TUP cannot be issued for a dwelling unit that is not permitted.

Proposal Summary

See attached "TUP725-03_STR_TUP_Form_redacted.pdf".

Type of dwelling	Detached secondary dwelling unit
Any new construction?	No
Seasonal or year-round?	Year-round
Number of bedrooms	2
Maximum number of guests	4
Has the STR operated in the past?	Yes, by current owners, without TUP
Will the owner/operator live on the subject property?	Yes, in the single detached dwelling
Water servicing	MacArthur Heights/Reedman Heights Waterworks System
Sewage disposal	Onsite septic system

Additional Comments

The applicants have submitted a Letter of Rationale with additional details of their proposal and history of the STR (see attached "TUP725-03_Letter_of_Rationale_redacted.pdf").

Analysis

Bylaw No. 725 includes policies about considerations for TUPs as well as TUPs specifically for STRs. These policies have been incorporated into the CSRD considerations for STR TUPs (for all Electoral Areas). The following is an analysis of the proposal with respect to the [CSRD considerations for STR TUPs](#).

- a) Is the primary use of the property residential, rural or agricultural?

Yes, the subject property is residential.

- b) Will the STR keep with the residential, rural or agricultural character of the neighbourhood and not cause a nuisance or disturbance?

Yes. The property owners have described in their application how they will maintain the residential character of the neighborhood and avoid the STR causing a nuisance or disturbance to the neighbourhood, including:

- The owners live on site and monitor their guests conduct and impact to the community;
- Only two guest vehicles in the designated parking spaces are permitted (no parking on the road);
- Quiet hours are required by guests (8 PM to 8 AM) and guest rules include that there should be no loud TV or music at any time;
- Rentals are reserved for guests over 21 years of age and parties are not permitted.

- c) Is the season of use specified in the TUP?

Yes, the proposed STR will be year-round. The property owners have noted that 85% of their bookings are May to September with sporadic rentals on holidays and long weekends September to May.

- d) Is the STR located within a dwelling unit permitted by the zone that applies to the property?

No, currently the secondary dwelling unit is not permitted. However, the owners are in the process of registering the required covenant to protect a backup septic field and this will make the secondary dwelling unit comply with the zoning bylaw.

- e) Is the STR limited to one dwelling unit on the property?

Yes, the proposed STR in the existing secondary dwelling unit will be the only STR on the subject property. The single detached dwelling unit is occupied by the property owners.

- f) Has the applicant confirmed there is no Bed and Breakfast already existing on the property?

Yes, the applicants have confirmed that a bed and breakfast will not operate in conjunction with the short-term rental on the subject property.

- g) Have the applicants acknowledged that the STR owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR?

Yes, the property owners have acknowledged that they shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR. The applicant is also required to engage an Authorized Person (i.e. Registered Onsite Wastewater Practitioner or qualified Professional Engineer) to confirm in a sealed memo that the existing septic system is fit for the proposed use. A Septic Report prepared by Timothy Witzke, Registered Onsite Wastewater Practitioner, dated January 8, 2025, has been submitted with this application (see attached "TUP725-03_Septic_Report_redacted.pdf"). The letter confirms that the newly installed septic system was designed, constructed, and commissioned to properly treat and dispose of the onsite wastewater generated at the subject property from the 2-bedroom single detached dwelling and the 2-bedroom detached secondary dwelling unit (the STR) with the intent of four guests in the secondary dwelling unit on a rental basis. The applicant also provided the Letter of Certification from Interior Health, dated November 25, 2024, and a copy of the site investigation report, record of design, and specifications for the sewerage system.

- h) Have the applicants acknowledged that the STR owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the STR?

Yes, the property owners have acknowledged they are responsible for providing drinking water to guests.

- i) Have the applicants identified a local contact person who will be available to address issues that may arise any time that STR accommodation is provided?

Yes, the property owners are the operators of the short term rental and therefore are the local contact persons, and they have acknowledged that if the TUP is issued, their contact information will be in a visible place within the STR as well as provided to owners and tenants of adjacent

properties.

- j) Have the applicants provided a complaint response plan detailing how concerns and complaints will be addressed?

Yes, a complaint response plan has been received. See attached "TUP725-03_Complaint_Response_Plan_redacted.pdf".

- k) Has the maximum number of guests permitted in a STR been specified?

Yes, the maximum number of guests for the proposed STR will be four.

- l) Has the quiet time been specified?

Yes, the owners will require a quiet time of 8 PM to 8 AM daily. This will be posted in a visible place within the STR.

- m) Have the owners acknowledged that only one (1) sign advertising the STR may be placed on the subject property? The maximum sign area is 1 m² (0.5 m² for each side).

Yes, the owners have acknowledged that only one sign, a maximum of 1 m², is permitted for the STR.

- n) Have the applicants identified on-site parking spaces for the STR?

Yes, two off-street parking spaces are available for guest of the STR, which is the minimum number of required parking spaces for an STR for four guests as outlined in the CSRD's STR TUP considerations.

- o) Are the owners aware that the TUP issuance is subject to proof of adequate STR and liability insurance (minimum of \$3 million in coverage)?

Yes, the property owners have acknowledged that the TUP issuance is subject to proof of adequate STR and liability insurance (minimum of \$3 million in coverage).

- p) Have the owners acknowledged that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP?

Yes, the property owners have acknowledged that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

- q) The STR should comply within all applicable regulations of the Agricultural Land Commission when located within the Agricultural Land Reserve.

N/A. The subject property is not in the Agricultural Land Reserve.

- r) Have the owners acknowledged that the owner/operator shall be wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the STR.

Yes, the property owners have acknowledged they are wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the STR.

- s) Where appropriate, the owner/operator may be required to reside on the property.

The property owners reside on the subject property in the single detached dwelling and provide direct oversight of the STR. This will be a condition of the TUP.

- t) Screening or fencing may be required to address potential impacts of the STR or to address privacy concerns of adjacent properties.

N/A. Planning staff do not consider this a requirement for the subject application. However, written public submissions received may identify concerns that could possibly be mitigated. The Board may choose to include additional conditions in the STR TUP.

- u) Other measures may be required to minimize potential conflicts with neighbouring properties.

N/A. Planning staff do not consider this a requirement for the subject application. However, written public submissions received may identify concerns that could possibly be mitigated. The Board may choose to include additional conditions in the STR TUP.

See attached "TUP725-03_redacted.pdf" for a list of the conditions that the TUP is subject to if the permit is issued.

If the CSRD Board authorizes for issuance this TUP application, the conditions required to be fulfilled prior to issuance will include:

- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act, protecting an area on the subject property for a backup septic field area for the secondary dwelling unit;
- Submitting proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
- Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to issuance of the Temporary Use Permit.

The property owners have acknowledged that the above conditions will be required prior to issuance of the TUP. Proof of renewal of the vacation rental insurance is required on an annual basis, or if there is a change in the registered owners.

Rationale for Recommendation

The property owners have applied for a TUP to use the existing detached 2-bedroom secondary dwelling unit as an STR. Staff are recommending that the Board consider issuance of TUP725-03 for the following reasons:

- The property owners have completed the STR TUP form, addressing and/or acknowledging each of the CSRD considerations for STR TUPs;
- The property owners have plans in place to reduce the likelihood of the STR causing any negative impacts to nearby property owners, including developing a complaint response plan;
- The property has the required servicing and parking areas to support the proposed STR use;
- The TUP will not be issued until the S.219 covenant protecting the backup septic field area has been registered, making the secondary dwelling unit lawful.

IMPLEMENTATION:

If the Board authorizes the issuance of TUP725-03, the property owners will be notified of the Board's decision. Upon registration of a s. 219 covenant protecting a backup septic field area, receipt of proof of adequate short-term rental and liability insurance with a minimum of \$3 million in coverage and registration of a Section 219 covenant indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP, the TUP will be issued, and notice will be registered to the title of the subject property.

Prior to the expiration of TUP725-03, the property owners have the option to apply for a one-time renewal for up to another 3-year term. TUP renewals may be considered by the Manager of Development Services where there are no additional changes to the initial permit, there are no issues of non-compliance with the original permit, and the permit renewal application has been received at least three months prior to the expiration of the permit. Prior to the expiry of that TUP, the property owners have the option to apply for a bylaw amendment to seek rezoning approval to permanently allow for the short-term rental use on the subject property.

COMMUNICATIONS:

Neighbouring property owners will have first become aware of the proposal when the applicant posted a notice of application sign on the subject property for the TUP. [Development Services Procedures Bylaw No. 4001-2](#), as amended, requires one notice of application sign for every 400 m of street frontage for a Temporary Use Permit application. The subject property has approximately 60 m of street frontage and requires one sign. The sign was posted on January 13, 2025.

In accordance with the CSRD [Public Notice Bylaw No. 5893](#), a notice will be placed on the CSRD website advising the public of the TUP application and the deadline for written public submissions. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website. In accordance with Development Services Procedures Bylaw No. 4001-2, as amended, staff prepared and mailed notices to all owners of property located within 100 m of the subject property, notifying them of the TUP application and the deadline for written public submissions. Copies of any written public submissions received by the deadline of 4 PM on Tuesday, February 18, 2025, will be provided to the Board on the late agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_TUP725-03.docx
Attachments:	<ul style="list-style-type: none"> - TUP725-03_Redacted.pdf - TUP725-03_BL725_BL701_Excerpts.pdf - TUP725-03_Letter_of_Rationale_redacted.pdf - TUP725-03_STR_TUP_Form_redacted.pdf - TUP725-03_Complaint_Response_Plan_redacted.pdf - TUP725-03_Septic_Report_redacted.pdf - TUP725-03_Maps_Plans_Photos.pdf
Final Approval Date:	Feb 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



TEMPORARY USE PERMIT NO. 725-03

Registered Owner:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

As joint tenants

1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described as Parcel A (KL110121), Section 30, Township 22, Range 10, West of the 6th Meridian, Kamloops Division Yale District, Plan 27611 (PID: 023-898-763), which property is more particularly shown on the Location Map attached hereto as Schedule A.
3. The owner has applied for a Temporary Use Permit for use of the existing detached secondary dwelling unit as a short-term rental (STR), as shown on the Site Plan attached hereto as Schedule B.
4. An STR is defined as the use of a dwelling unit for temporary accommodation on a commercial basis. Temporary means less than four (4) consecutive weeks.
5. The use authorized by this Temporary Use Permit may be carried out only in accordance with the terms and conditions set out herein.
6. If the terms of this permit are not adhered to, this permit may be revoked prior to the expiry date of the permit.
7. In addition to the permitted uses in the RR1 - Rural Residential (0.4 ha) zone in the South Shuswap Zoning Bylaw No. 701, the detached secondary dwelling unit on the

subject property may be used as a STR, subject to compliance with the following conditions:

- a) STR is permitted year-round;
 - b) STR is limited to the detached secondary dwelling unit at 3312 McBride Road;
 - c) Maximum number of guests is four (4);
 - d) Maximum number of bedrooms used for guests is two (2);
 - e) Quiet time is from 8 PM to 8 AM daily;
 - f) STR signage shall be limited to one sign (maximum sign area 1 m²);
 - g) All parking must be accommodated on site, no parking shall occur on McBride Road. A minimum of two (2) parking spaces must be provided for the STR;
 - h) The owner is wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by operation of the STR;
 - i) The clear posting of the following information in the STR at a site accessible and visible to guests:
 - the owner or local contact person information, with availability or accessibility by phone 24 hours a day and 7 days a week;
 - clear noise rules and quiet times (8 PM - 8 AM Daily);
 - emergency call number: 9-1-1; and
 - safe storage and management of garbage;
 - j) The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the STR;
 - k) The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR.
 - l) The owners/operator shall reside on the property in the single detached dwelling.
8. This Temporary Use Permit is subject to proof of adequate vacation rental and liability insurance, with a minimum of \$3 million in coverage, and registration of a covenant on title to the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the Temporary Use Permit. Proof of renewal of the vacation rental insurance is required on an annual basis, or if there is a change in the registered owners.
9. This Temporary Use Permit is also subject to the owner providing the CSRD with a local person's contact information on an annual basis, or if the local person and/or information changes. The local contact person has the responsibility of remedying non-compliance with the TUP conditions or any other issues at the STR property. The name and contact information of the local contact must be posted along with the STR

TUP in a visible place within the STR and provided to owners and tenants of adjacent properties (confirmed annually with the CSRD by the owner/operator).

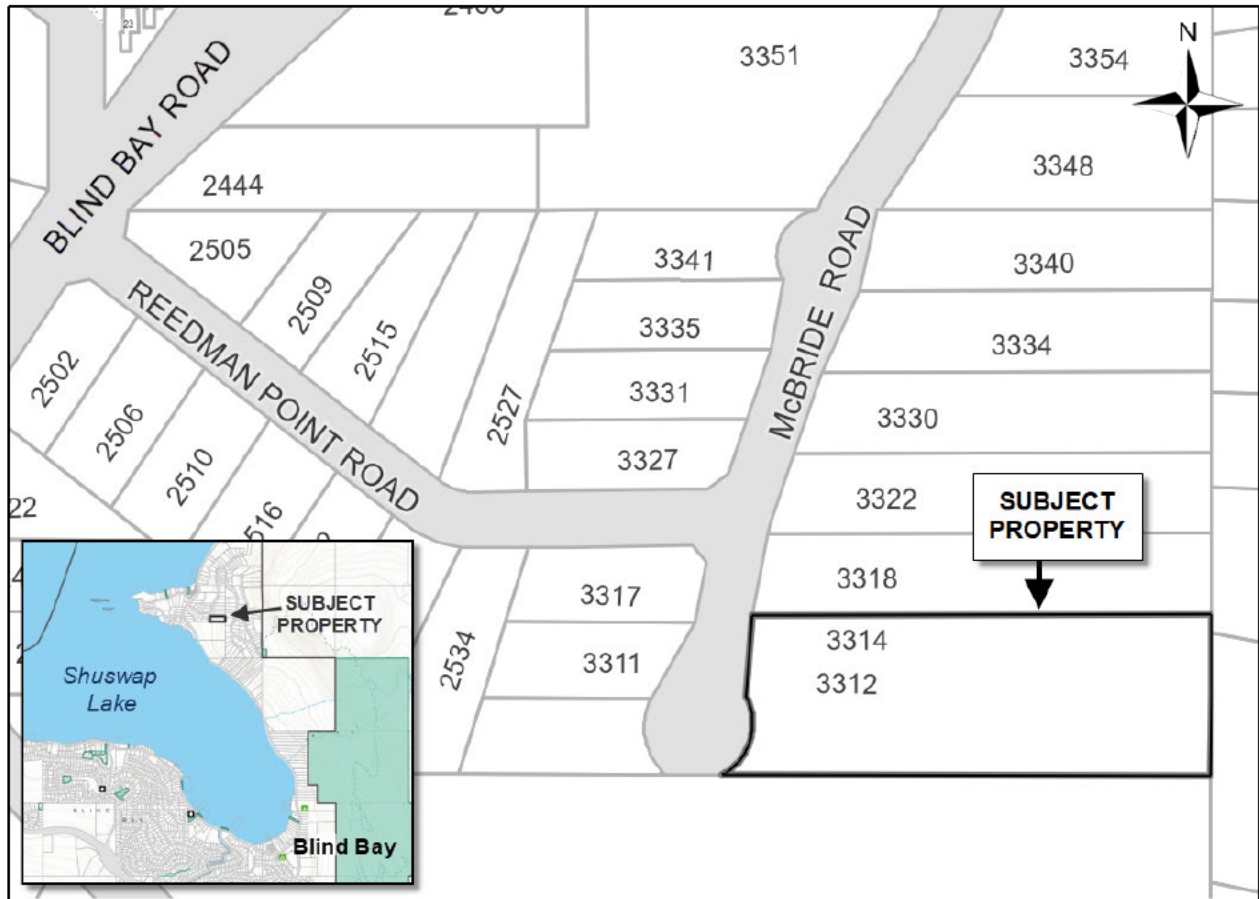
10. This Temporary Use Permit is not a Building Permit, nor shall it be construed as providing warranty or assurance that the property or any of the structures complies with the BC Building Code or any other applicable enactments.
11. Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Agricultural Land Commission, Interior Health Authority, Ministry of Transportation and Infrastructure, Provincial Short-Term Rental Legislation).
12. This permit, issued as per Section 493 of the Local Government Act, is valid from the date of issuance, noted below, 2025, until the same date, 2028 only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors.

AUTHORIZED FOR ISSUANCE by resolution of the Columbia Shuswap Regional District Board on the ____ day of _____, 2025,

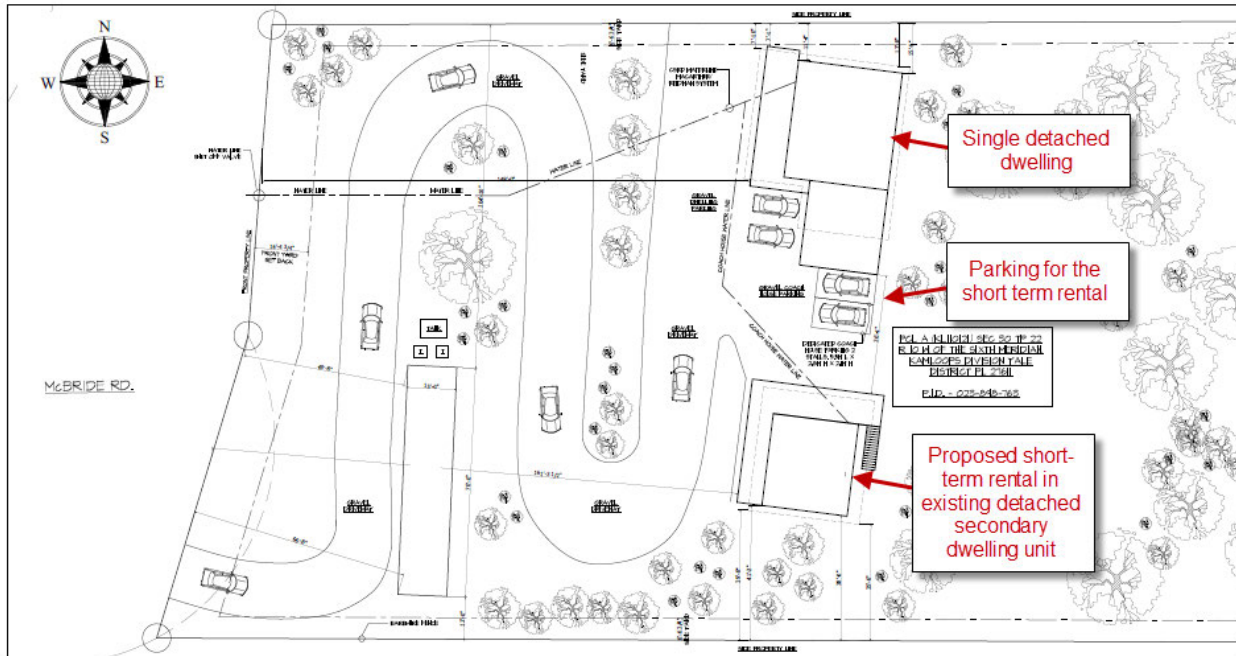
and ISSUED on the ____ day of _____, 2025.

CORPORATE OFFICER

Schedule A
Location Map



Schedule B Site Plan



Single detached dwelling

Parking for the short term rental

Proposed short-term rental in existing detached secondary dwelling unit

INCLUDE THE EXISTING GARAGE/DRIVEWAY PERMITTED PL 2340 C.D. - 022-84-765

Relevant Excerpts from Electoral Area C Official Community Plan Bylaw No. 725 and South Shuswap Zoning Bylaw No. 701

(See [Electoral Area C Official Community Plan Bylaw No. 725](#) and [South Shuswap Zoning Bylaw No. 701](#) for all policies and zoning regulations)

Electoral Area C Official Community Plan Bylaw No. 725

13.2.4 Guidelines

.1 A TUP may be issued for:

- a. Temporary uses that are not supported or permitted by the OCP or Zoning Bylaw;

.2 The CSRD Board, or delegate, will consider the issuance of TUPs based on the general conditions which include, but are not limited to:

- a. The TUP may be issued for a period of up to three (3) years and renewed, at the discretion of the CSRD Board, only once;
- b. The use shall not be noxious or emit pollutants that are detrimental to the environment, neighbouring properties for the community as a whole
- c. The use shall not create noise, vibrations, or light pollution which disrupts the peaceful enjoyment of the surrounding neighbourhood;
- d. The use shall be serviced with necessary water, sewage disposal, solid waste disposal, and recycling facilities;
- e. Appropriate remedial measures shall be taken to mitigate any damage to the natural environment as a result of the temporary use;
- f. The proposal will be reviewed by the Ministry of Transportation and Infrastructure with respect to access and effect on public roads;
- g. Appropriate parking and loading spaces shall be provided; and,
- h. The proposed hours, size and scale of the use will be compatible with adjacent land uses.

.3 For TUPs considered for vacation rentals and similar short-term rentals, applicants may be required to:

- a. Demonstrate that the proposed use will not alter the general character of the neighbourhood;
- b. Screen, fence or provide vegetative buffers between the proposed use and adjacent properties for greater privacy and noise reduction;
- c. Obtain approval from the ALC, if the proposed use is on ALR land;
- d. Show proof of adequate servicing (water & sewer) for the proposed use at maximum capacity for the entire duration of the permit. This may include a required inspection by a registered professional.

- e. Designate a local caretaker to be available at times if the property owner is not available or does not reside in the area. The property owner or local caretaker's contact information should be made available to the CSRD and adjacent property owners along with a copy of the temporary use permit;
- f. Demonstrate adequate parking. Generally, one parking space should be provided per let bedroom;
- g. Limit the number bedrooms and number of guests per bedroom;
- h. Limit the number of pets on site at anytime;
- i. Restrict signage;
- j. Restrict number of vehicles and watercraft on site, including RVs, motorized personal watercraft & ATVs;
- k. Provide adequate proof of insurance and liability insurance;
- l. Restrict rentals of items and crafts, including motorized personal watercraft, ATVs; and,
- m. Supply additional information or meet additional requirements deemed necessary for the safe and unobtrusive use of the site. Additional steps to ensure adequate notification of the proposed use to adjacent property owners may also be required.

South Shuswap Zoning Bylaw No. 701

3.22 Secondary Dwelling Unit

On a parcel < 1 ha with On-site Sewage Disposal: 1 attached or detached
Secondary Dwelling Unit

RR1 – Rural Residential Zone (0.4 ha)

7.1 The following uses and no others are permitted in the RR1 zone:

- .1 single detached dwelling;
- .2 secondary dwelling unit;
- .3 bed and breakfast;
- .4 home business;
- .5 accessory use

7.2 Regulations

.2 Maximum Number of Single detached dwellings Per Parcel	1
.3 Maximum Number of Secondary dwelling units Per Parcel	Subject to Section 3.22 of this bylaw

Lakeview Retreat
(STR) Coach house
3312 McBride Rd, Blind Bay B.C. V0E1H1
(TUP) Rational Letter

For your consideration:

Owners: [REDACTED] and [REDACTED]

We moved to Blind Bay in the summer of 2018, are both in our [REDACTED]'s and decided to renovate our existing satellite building to use as a short term rental to help with our retirement planning. Our long term plan consisted of a [REDACTED] investment into the coach house to allow for extra rental income to help pay our [REDACTED] mortgage we carry today. This income is extremely important to our retirement. We also use our coach house for our [REDACTED] children who all have families as well as our parents' brothers etc. Thus why we wished to have a unit that could be used for our family's as well rather than a long term rental. Our plan as well is to eventually use the unit for our parent's full time when assistance is required rather than having them go to assisted living centers.

Our renovations were completed(2018) by a certified builder and our unit is fully code compliant.

Our STR unit is a registered business with PST # and is reported to CRA

We maintain our unit meticulously with smoke, carbon monoxide detectors and fire extinguishers.

We operate a full waste recycling program.

We have a fully compliant septic system serving both the main house and coach house.

We have also nearly completed the required future backup septic covenant currently being registered with Land Titles by our notary.

We live on a 2.49 acre property with a wonderful view. Given we have 1 acre forest behind us (our property) and a 14 acre under developed forest on our south side our property and coach house is very scenic and private with significant distance from our neighbors.

We are located at a dead end quiet cul-de-sac.

We have had over 300 groups of guests stay with us from all over the world and all guests have provided us with a 5 star rating and we are currently listed as super hosts with the rental platforms.

20% of our guests are local families with homes in blind bay on and off the water who now have large families with not enough space to host the extended families' so they stay with us to be close to the family homes.

We have provide lodging to guests quarantining during the pandemic, have housed fire evacuees from two provincial fires.

We feel our unit has a beneficial impact on our Salmon Arm Blind Bay tourism community. Our guests frequent all the local restaurant's, marina's, and services this area offers.

We thank you for your consideration to approve our request for an approved (TUP) so we can continue with our retirement, family and support to our local economy.

We have never had a complaint from our community, neighbors or guests to date after operating for 7 years.

Regards, [REDACTED] & [REDACTED]



COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1
 T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | E: plan@csrd.bc.ca | www.csrd.bc.ca

SUPPLEMENTARY APPLICATION FORM FOR A TEMPORARY USE PERMIT FOR A SHORT-TERM RENTAL (VACATION RENTAL)

This is a supplementary application form to be filled out in addition to the main [Online Planning Application Form](#) (or [PDF planning application form](#)) by applicants who are applying for a Temporary Use Permit (TUP) for a short-term rental (STR) (also known as a vacation rental).

The information on this form will be used by the Planner in preparing the staff report and permit for the Board's consideration. The checklists on pages 4 & 5 are intended to clearly outline to the applicant what is involved with a STR TUP application. Please contact plan@csrd.bc.ca or 250-832-8194 if you have any questions.

Please refer to the [Short Term Rental Temporary Use Permit Considerations](#) for guidance on what the CSRD considers when reviewing TUP applications for STRs.

TO BE FILLED OUT BY THE APPLICANT/AGENT

Short-Term Rental (STR) Information:	
Is this STR proposed, currently operating, or has it operated in the past?	<input type="checkbox"/> Proposed <input checked="" type="checkbox"/> Currently operating (please comment below on date STR started) <input type="checkbox"/> Operated in the past (please comment below on dates operated) Comments: STR Commenced Feb 2019 to present.
What type of building is the STR located in?	<input type="checkbox"/> Single detached dwelling <input type="checkbox"/> Attached secondary dwelling unit (e.g. suite within single detached dwelling) <input checked="" type="checkbox"/> Detached secondary dwelling unit (e.g. cottage or carriage house) <input type="checkbox"/> Other (please specify) Comments: Private STR is considered coach house or carriage house. Separate building.
Is the STR located in an existing or proposed building? (Is any new construction or renovations proposed?)	<input checked="" type="checkbox"/> Existing building <input type="checkbox"/> Proposed building <input type="checkbox"/> Other (please specify) Comments: Originally constructed 1995 with renovations fall of 2018.
Will the STR be seasonal or year-round?	<input checked="" type="checkbox"/> Year-round <input type="checkbox"/> Seasonal (please specify, e.g. March 1 to October 31) Comments: 85% of bookings May-Sept sporadic rentals on holidays and long weekends Sept-May

<p>How many bedrooms are in the STR?</p>	<p> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> Other (please specify) </p>
<p>What is the maximum number of allowable guests?</p>	<p>Comments: 4 person guest maximum, no guests booked under 21 years age, no parties allowed. Onsite supervision by onsite owner daily.</p>
<p>How many off-street parking spaces will be provided for the STR on the subject property? Please indicate locations on the site plan. A minimum of 2 parking spaces required if 1-4 guests, 3 for 5-8 guests, and 4 for 9-10 guests (in addition to parking requirements for other uses on the subject property). Off street means on the subject property, not along an adjacent public roadway.</p>	<p>Comments: STR ONLY ALLOWS FOR MAX 2 VEHICLES ONSITE ONLY. Durring 6 years of operation have never used onstreet parking we don't allow it.</p>
<p>How is the property serviced for water? Note: The STR owner/operator is required to provide drinking water to guests as required by the Public Health Act.</p>	<p> <input type="checkbox"/> Groundwater well <input type="checkbox"/> Surface water <input checked="" type="checkbox"/> Community water system <input type="checkbox"/> Other (please specify) </p> <p>Comments: CSRDR Mc Arthur/Reidman community water system services the main house and coach house as well.</p>
<p>How is the property serviced for sewage disposal? Note: Documentation to confirm adequate sewage disposal for the subject property is required.</p>	<p> <input checked="" type="checkbox"/> Onsite septic system <input type="checkbox"/> Community sewer system </p> <p>Comments: Brand new 4 bdrm septic system installed Oct 2024 with Interior Heath permit for both main house and coach house.Fully completed.</p>
<p>If the STR is currently operating or has operated in the past, have you received any complaints from neighbouring property owners? (e.g. noise, parking)</p>	<p> <input type="checkbox"/> Yes (please describe the nature of the complaint and how it was or will be addressed) <input checked="" type="checkbox"/> No </p> <p>Comments: Never any complaints in fact neihbours on McBride Rd. have had their extended families saty with us as well.Due to space needs for exteded families.</p>

<p>If the STR is proposed, have you discussed your STR application with the owners and/or tenants of adjacent properties and other neighbours?</p>	<p><input checked="" type="checkbox"/> Yes (please describe the feedback received) <input type="checkbox"/> No</p> <p>Comments: 6 neighbours are aware of our STR and have voiced full support provided we manage safety, peace and parking as we have to date.</p>
<p>What measures will you take to maintain the character of the neighbourhood and avoid the STR causing a nuisance or disturbance to neighbours?</p>	<p>Comments: Anything, We daily monitor our guests conduct and impact on our community.</p>
<p>Will the owner/operator of the STR live on the subject property?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other (please specify)</p> <p>Comments: Onsite full time to address any issues that may arise.</p>

NEXT STEPS – PLEASE CHECK TO ACKNOWLEDGE:

Prior to consideration of the TUP application by the CSRD Board:		Please check to acknowledge:
1	The applicant must post at least one Notice of Application sign on the subject property a minimum of 30 days prior to the Temporary Use Permit application being considered by the CSRD Board, in accordance with Development Services Procedures Bylaw No 4000-2 as amended. The cost of the sign is the responsibility of the applicant. The Planner assigned to the file will explain and assist with the wording for the sign.	<input checked="" type="checkbox"/>
2	<p>As part of a Temporary Use Permit (TUP) application for a short-term rental, documentation to confirm adequate sewage disposal for the subject property is required. Proper sewage treatment and disposal is an important consideration of public health. When a sewage treatment and disposal system is not adequately sized or functioning correctly, it can pollute water sources, damage natural habitats, and cause serious illness.</p> <p>The applicant is required to engage an Authorized Person (i.e. Registered Onsite Wastewater Practitioner or qualified Professional Engineer) to confirm in a sealed memo that the existing septic system is fit for the proposed use (e.g. performance report or compliance report). The memo should include confirmation of the number of people and the number of bedrooms the short-term rental can accommodate based on the existing septic system. The memo must be received by the assigned Planner prior to consideration of the TUP by the CSRD Board.</p> <p>If any repairs or improvements to address deficiencies are identified in the memo, they must be completed and confirmed in writing by the Authorized Person before the TUP will be issued. The costs of the sealed memo and any required repairs or improvements to the septic system are the responsibility of the applicant.</p>	<input checked="" type="checkbox"/>
3	Planner will send out notices to properties within 100 m of the property subject to the TUP application and place advertisements in two consecutive issues of a local newspaper notifying the public about the STR TUP application and how to submit a written public submission for the CSRD Board's consideration. This cost is included in the application fee.	<input checked="" type="checkbox"/>
4	The property owner must provide to the CSRD a local person's contact information who has the responsibility of remedying non-compliance with the TUP conditions or any other issues at the STR property. (This will be confirmed on an annual basis with the CSRD.)	<input checked="" type="checkbox"/>
5	A complaint response plan detailing how concerns and complaints will be addressed shall be provided.	<input checked="" type="checkbox"/>
If the CSRD Board approves the Temporary Use Permit, prior to issuance of the TUP:		Please check to acknowledge:
	The applicant must provide proof of adequate vacation rental and liability insurance with a minimum of \$3 million in coverage (to be confirmed annually by submitting a copy of the insurance to the CSRD). The cost of the insurance is the responsibility of the applicant.	<input checked="" type="checkbox"/>
	The applicant must register a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the Temporary Use Permit is required prior to issuance of the Temporary Use Permit (CSRD staff will provide pro-forma covenant for your notary or lawyer to prepare and register on title). The cost of the covenant preparation and registration is the responsibility of the applicant.	<input checked="" type="checkbox"/>
	Any septic system repairs or improvements identified in the sealed memo must be completed and confirmed by an Authorized Person.	<input checked="" type="checkbox"/>

Conditions of the Temporary Use Permit may include:	Please check to acknowledge:
The specified season of use (e.g., April 1 – October 31 or year-round).	<input checked="" type="checkbox"/>
The clear posting of the following information in the STR at a site accessible and visible to guests: <ul style="list-style-type: none"> the owner or local contact information, with availability or accessibility by phone 24 hours a day and 7 days a week; clear noise rules and quiet times (10 PM - 7 AM Daily); emergency call number: 9-1-1; and safe storage and management of garbage 	<input checked="" type="checkbox"/>
The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the Short Term Rental.	<input checked="" type="checkbox"/>
The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR.	<input checked="" type="checkbox"/>
The STR owner/operator shall identify a local contact person who will be available to address issues that may arise any time that STR accommodation is provided. The name and contact information of the local contact must be provided in the application and must be posted along with the STR TUP in a visible place within the STR and provided to owners and tenants of adjacent properties (confirmed annually with the CSRD by the owner/operator).	<input checked="" type="checkbox"/>
The maximum number of guests (e.g., maximum of 8).	<input checked="" type="checkbox"/>
Quiet time (e.g., 10 PM – 7 AM daily).	<input checked="" type="checkbox"/>
STR signage shall be limited to one sign (maximum sign area is 1 m ²).	<input checked="" type="checkbox"/>
All STR parking must be accommodated on site; no parking shall occur on a public roadway. The number of required STR parking spaces shall be specified.	<input checked="" type="checkbox"/>
The owner/operator is wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the vacation rental.	<input checked="" type="checkbox"/>
Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Agricultural Land Commission, Interior Health, Ministry of Transportation, Provincial STR Legislation, Strata bylaws, any private covenants (e.g. building schemes), easements, etc.).	<input checked="" type="checkbox"/>





Print name of Owner/Agent Signature of Owner/Agent Date (mm/dd/yy)





Print name of Owner/Agent Signature of Owner/Agent Date (mm/dd/yy)

Lakeview Retreat

3312 McBride Rd. Blind Bay B.C. V0E-1H1

Short Term Rental (STR)

Complaint Response Plan

Should any complaint be received the guest's will be warned immediately to rectify the issue. Immediately action by the owner operator will be taken to resolve any issue that arise.

The owner will confirm if the complaint is justified.

If the issue continues the owner will use the rental platform contact who will directly advise the guest of the infraction (The booking can also be cancelled for the violation and the owner can have the police to request they leave as our contract allows for removal. This can only be done on short term rentals as the BC rental act does not have jurisdiction.

If the owner has an issue with noise from loud music during quiet time and the guest does not comply the owner will shut off the power!

Owner it onsite and available as the complaint contact 24 hrs. day 365 days a year. When unit is occupied.

We have been operating for 7 years without any issues or complaints.

We have a 4 person max. allowable occupancy booking rule, a min. 21 year age restriction and no party or events allowed in our unit.

To date we have maintained these policy booking rules with no exceptions.

We are committed to providing a quiet, peaceful safe environment for our neighbor's and community at all times.

Should any issues or concerns arise from guests staying at our short term rental coach house, please contact owner operator [REDACTED] @

**██████████ or e-mail ██████████ Immediate action
by the owner operator will be taken to resolve any issue that arise.**



Timothy Witzke

Registered onsite wastewater Practitioner.

R.O.W.P PL/IN

2964 Lake Vista Drive, Blind Bay, BC

Cellular: (250)803-6963 Email: bdcltd@telus.net

Regarding The onsite wastewater system Located at 3312/3314 McBride Road, Blind Bay, BC on behalf of [REDACTED] And [REDACTED] on the following property:

Date: Jan 8/2025

File Number:12-2024

Civic address: 3312 &3314 McBride Road, Blind bay, BC

Legal Description: PCLA (KL110121) SEC 30 TP 22 R 10 W6M KAMLOOPS DIVISION YALE DISTRICT PL 27611

GPS Location: 50.90131, - 119.37160

Property Owner: [REDACTED] And [REDACTED]

To whom it may concern:

This Letter is to inform that the Onsite wastewater system for the property located at 3312 &3314 McBride Road, Blind bay, BC. Was designed, constructed and commissioned to properly treat and dispose of the Onsite wastewater generated at the above mentioned property to serve the 2 bedroom main home and 2 bedroom carriage house with the intent of 4 guest in the carriage house on a rental basis. The system is compliant with Today's standards as set forth BC the BC sewerage system regulations, BC Onsite Wastewater Standard Practice Manual Ver #3, and all Applicable municipal and provincial standards and Codes. The system was

commissioned and in service and the Letter of certification was granted from interior Health Nov 25/2024.

Regards,

Timothy Witzke

ROWP PL/IN

250-803-6963



Reliance on Provided Information

BD Contracting Ltd. has relied on the accuracy and completeness of the information provided by its client the homeowner and by other professionals. We are not responsible for any deficiency in this document that results from a deficiency in this information.

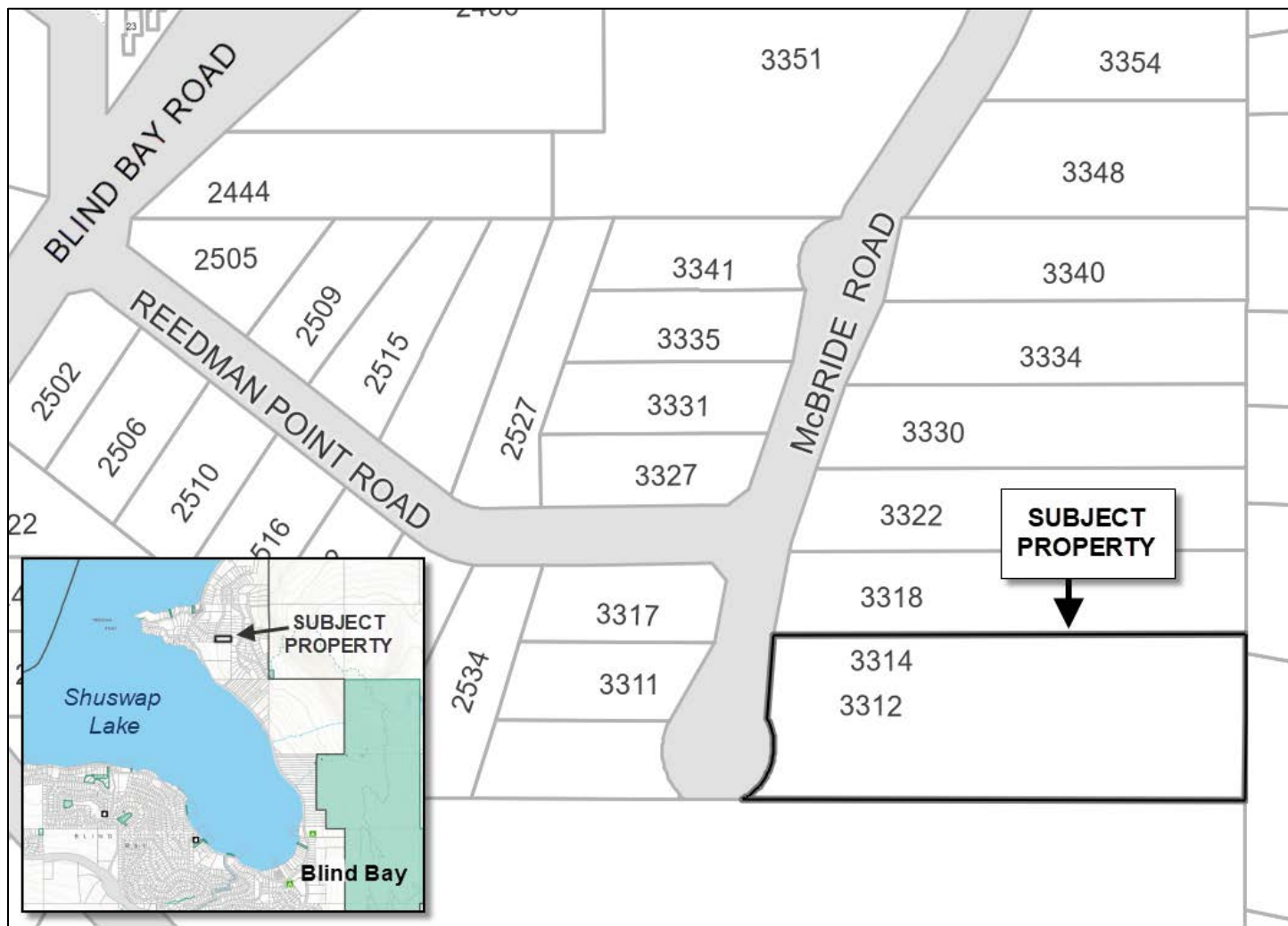
Standard of Care

We exercise a standard of care consistent with that level of skill and care ordinarily exercised by members of the profession currently practicing under similar conditions. This information is only our opinion as viewed in the snapshot of time.

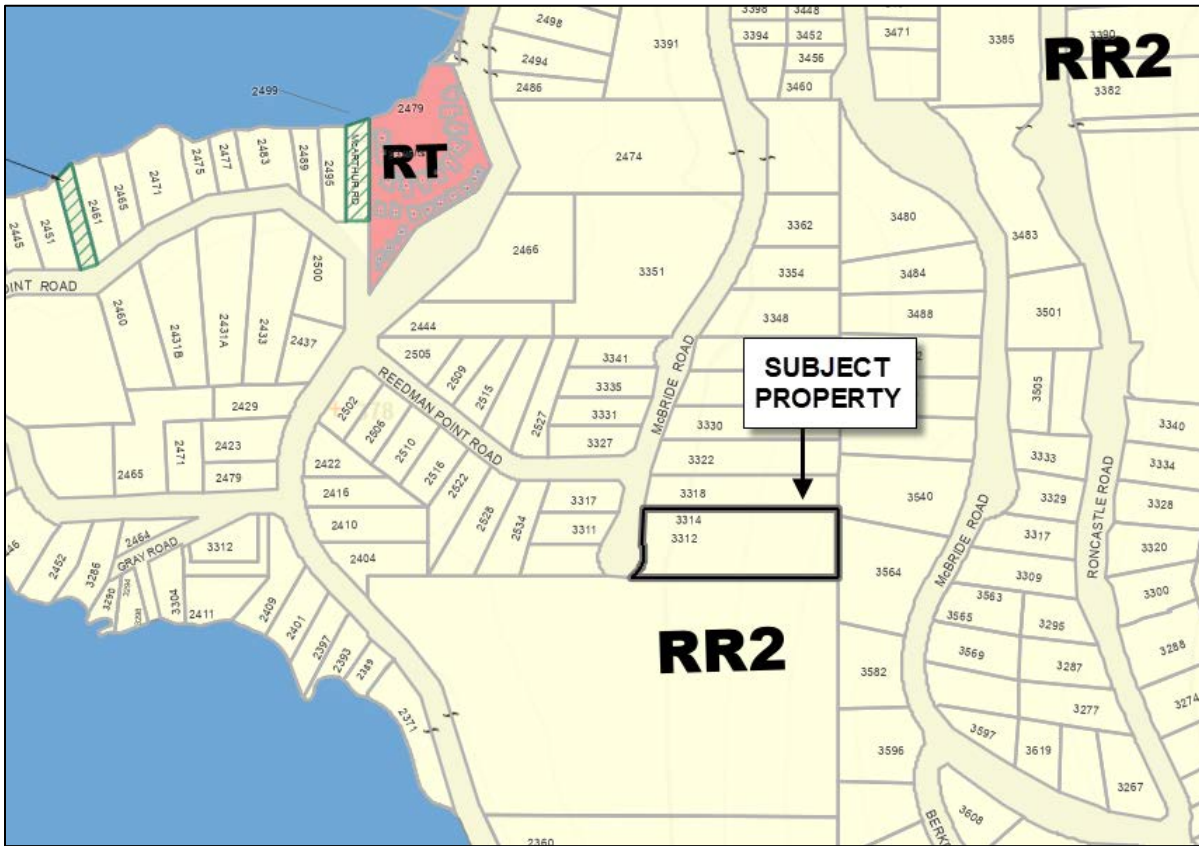
Limitation of Liability Clause

In all cases the liability of Black Dragon Contracting Ltd. and/or Timothy Witzke is limited to the fees charged. By accepting and using this report the client accepts Black Dragon Contracting Ltd. and/or Timothy Witzke liability are limited in this way.

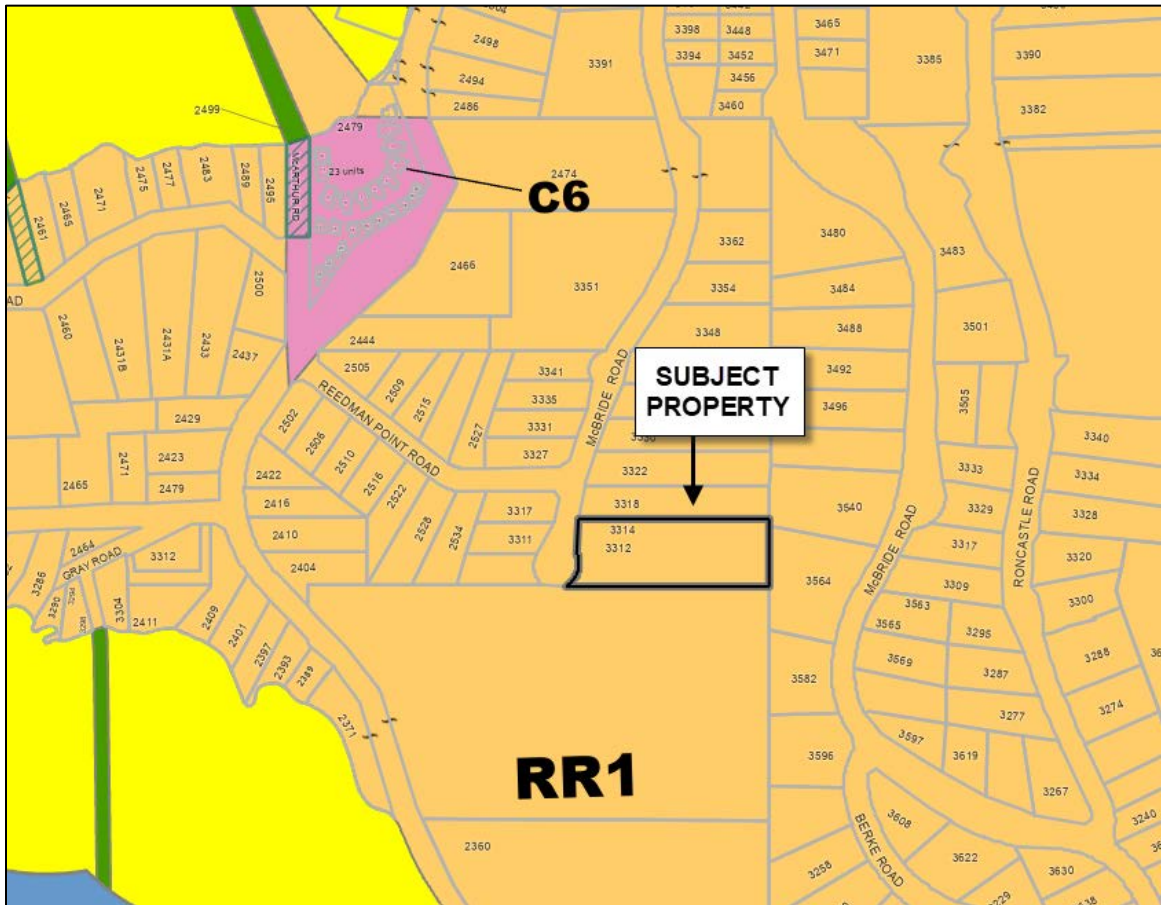
Location



Electoral Area C Official Community Plan Bylaw No. 725



South Shuswap Zoning Bylaw No. 701



Photos Provided by Applicant

Received January 7, 2025





BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area B: Temporary Use Permit No. 850-19
- DESCRIPTION:** Report from Christine LeFloch, Planner III, dated January 21, 2025.
3108 Airport Way, South Revelstoke
- RECOMMENDATION:** THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 850-19 for Lot A Section 14 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan NEP20670, be authorized for issuance this 20th day of February, 2025, for the temporary use of the single detached dwelling as a lodge, with issuance subject to the applicant fulfilling the following conditions:
- Proof of adequate accommodation and liability insurance, with a minimum \$3 million in coverage;
 - A revised septic system compliance review from Dave Seaton, ROWP confirming that the lodge will have 14 guests and that this number can be accommodated by the existing septic system; and
 - Registration of a covenant on title to the subject property pursuant to Section 219 of the Land Title Act releasing and indemnifying the CSR D for any damages arising from or relating to the issuance of the TUP.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 3108 Airport Way in Rural Revelstoke in Electoral Area B. The new owners of the subject property would like to operate a lodge in the single detached dwelling on the property. They are proposing to use 8 bedrooms for guests of the lodge and also provide a bedroom which will be used for an on-site caretaker. A temporary use permit is being sought for this use because lodge is not permitted in the RR2 Rural Residential 2 zone. If approved, the TUP will allow the property to be used for an 8-bedroom lodge for up to 14 guests for up to three years.

BACKGROUND:

ELECTORAL AREA:
B

LEGAL DESCRIPTION:
LOT A SECTION 14 TOWNSHIP 23 RANGE 2 WEST OF THE 6TH MERIDIAN KOOTENAY DISTRICT PLAN NEP20670

PID:
018-355-552

CIVIC ADDRESS:

3108 Airport Way

SURROUNDING LAND USE PATTERN:

North = Small Holdings, Vacant, sand and gravel pit

South = Small Holdings, ALR, Residential

East = RR2, Residential

West = Airport Way, City of Revelstoke, Columbia River, Airport

CURRENT USE:

4000 square foot (8 bedroom + 7 bathroom) single detached dwelling with open carport/garage and attached storage shed plus small garden shed. Used by previous owners as a bed and breakfast (5 bedrooms) under TUP850-11

PROPOSED USE:

8-bedroom lodge with maximum occupancy of 14 guests

PARCEL SIZE:

~0.43 ha

DESIGNATION:

[Electoral Area B Official Community Plan Bylaw No. 850](#)

RR2 Rural Residential 2

ZONE:

[Electoral Area B Zoning Bylaw No 851](#)

RR2 Rural Residential 2

SITE COMMENTS:

See attached "TUP850-19_Maps_Plans_Photos.pdf". The subject property is located across Airport Way from the Revelstoke Airport. The single detached dwelling was constructed by the previous owners to be used as a five bedroom bed and breakfast and family home. There is ample room on the property for parking of vehicles and the applicant shows 11 parking spaces. The property to the north is a gravel pit owned by the City of Revelstoke. The property to the south is just over 3 ha, well treed and developed with a single detached dwelling. The property to the east is an 'L' shaped parcel that has a single detached dwelling located approximately 90 m from the proposed lodge. This property is accessed from Westerburg Road and the portion of that property lying adjacent to the subject property is not currently developed.

POLICY:

[Electoral Area B Official Community Plan Bylaw No. 850](#)

RR2 Rural Residential 2

See attached "BL850_BL851_Excerpts_TUP850-19.pdf" for all applicable policies.

Resort Commercial policies:

5.3.10 Resort Commercial uses may be considered throughout the plan area and should meet the following criteria:

- a. accessible to adequate transportation routes;
- b. capable of being serviced with municipal, private, or public utilities;
- c. capable of being sufficiently buffered from adjacent non-compatible land uses to ensure the quality of life (e.g. character and integrity of quiet rural residential area) of those and adjacent occupiers;
- d. accessible to community services, recreation and open space;
- e. cognizant of, and addressing special site features such as mature vegetation, landscaping, topography, adjacent development, environmental sensitive habitat and wildlife corridors, and view sheds; and
- f. all parking requirements, as specified in the zoning bylaw shall be provided on site.
- g. may include primary and accessory residential uses in conjunction with the Resort Commercial use.

[Electoral Area B Zoning Bylaw No. 851](#)

RR2 Rural Residential 2

See attached "BL850_BL851_Excerpts_TUP850-19.pdf" for all applicable regulations.

Bylaw No. 851 includes the following definitions which are applicable to the proposed use:

LODGE is a building which complies with the definition of a "hotel" except that a lodge does not include a restaurant, and areas used for public retail and public entertainment purposes;

HOTEL is the use of land, buildings and structures to provide accommodation on a temporary basis to the travelling public, within a building, and may also contain meeting rooms & restaurant.

Part 5: Zones

5.6 Rural Residential 2 – RR2

Principal Uses

- (1) The uses stated in this subsection and no others are permitted in the Rural Residential 2 Zone as principal uses, except as stated in Part 3: General Regulations:
 - (a) Agriculture
 - (b) Day care
 - (c) Horticulture
 - (d) Single detached dwelling
 - (e) Standalone residential campsite

Secondary Uses

- (2) The uses stated in this subsection and no others are permitted in the Rural Residential 2 zone as secondary uses, except as stated in Part 3: General Regulations:
 - (a) Accessory use
 - (b) Bed and breakfast
 - (c) Home occupation
 - (d) Residential campsite
 - (e) Secondary dwelling unit

Regulations

- (3) On a parcel zoned Rural Residential 2, no land shall be used; no building or structure shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4: Parking and Loading Regulations.

(d) Maximum number of single detached dwellings per parcel One

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

The previous owners of the subject property applied for and were issued TUP850-11 September 23, 2020 to operate a new single detached dwelling located on the property as a 5-bedroom bed and breakfast for up to 10 guests. The TUP increased the permitted number of bedrooms in a bed and breakfast from 3 to 5 and the maximum number of guests from 6 to 10. The permit expired on September 23, 2023 and the property was subsequently sold to the current owners in June of 2024. The new owners have applied to expand the accommodations use to 8-bedrooms for up to 14 guests. On-site caretaker staff will also have a room in the lodge where they can stay overnight. The owners also own and operate a local guiding company that provides ski touring and backcountry education. The proposed lodge would house the guests of the company who would also be participating in these activities. See the attached "TUP850-19_Applicant_Letter.pdf" for more information. In the summer season the lodge would be used by other local companies who offer activities such as mountain biking and yoga.

Agricultural Land Reserve

A small strip of land on the south side of the property is within the Agricultural Land Reserve (ALR). The proposed lodge is not located on the ALR portion of the property.

Servicing

As part of the application the owners have provided the Sewerage System Letter of Certification and design details for the septic system serving the property dated July 12, 2020, prepared by David Seaton, ROWP, of Elite Septic & Excavation, along with a well log and water quality testing results for the on site well. The septic system was installed in 2020 and is designed for an 8-bedroom house plus studio/office (3800 L/day design flow). It is noted that the studio/office was not constructed by the previous owners. The well log prepared by Darrell Wangler of Integrity Drilling indicates that the well produces 60 gallons/minute. Water quality testing indicates exceedances to a few parameters of the Canadian Drinking Water Guidelines, meaning that the water requires treatment to make it potable.

Access and Parking

Part 4 – Parking and Loading Regulations in Zoning Bylaw No. 851 indicate that 2 parking spaces plus an additional 1 parking space per guest room is required. This means that a total of 10 parking spaces is required. The site plan provided by the applicant indicates that 11 parking spaces will be provided, exceeding the requirements. There is also room on the property for additional parking.

Electoral Area B Official Community Plan Bylaw No. 850 – Resort Bed and Breakfast (Lodge) Use

OCP Policy 4.3.33 supports Resort Bed and Breakfast (Resort B&B) use, which is a bed and breakfast with more than 3 let units to a maximum of 15 units. These are supported when situated on a major highway (TCH, Hwy 6, Hwy 23 S or Hwy 31). A Resort B&B is very similar to a lodge in the type of service provided. Interestingly, "resort bed and breakfast" is not included as a permitted use in any of the zones in the Electoral Area B Zoning Bylaw, however "lodge" is a permitted use in the Highway Commercial and Resort Commercial zones. It may have been that between adoption of the OCP in 2008

and a new zoning bylaw in 2014 it was determined that lodge was better terminology than report bed and breakfast. This TUP is for a lodge that is not situated on a major highway but is in close proximity to a major transport hub (Revelstoke Airport). Airport Way is a major north-south transportation route between the Illecillewaet River in the City of Revelstoke along the east side of the Columbia River in the CSRD.

Where considering a Resort B&B, Bylaw No. 850 states that it should have good highway visibility and approved access; buildings and structures are to be setback a minimum of 10.0 m from neighbouring properties; it must comply with ALC regulations (where applicable); be subject to local health authority requirements; and have a minimum parcel size of 4 ha.

The small size of the property at 0.43 ha, and the setbacks to the side property boundaries do not comply with these policy guideline considerations. It's noted that due to the narrow width of the lot (36.6 m) the 10 m setback could not be accommodated, but the building is situated at 9.32 m from the north property boundary and 5.99 m from the south property boundary, exceeding the 2 m setback required for a single detached dwelling in the RR2 Zone. The property to the north is a gravel pit that does not have a single detached dwelling, and the single detached dwelling on the property to the south is over 70 m from the shared parcel boundary. It is noted that the OCP policies provide guidance in considering TUP applications for resort B&Bs. The siting of the building complies with the zoning bylaw. Through the conditions of approval that may be recommended by staff, servicing factors can be addressed.

Electoral Area B Zoning Bylaw No. 851 – Lodge Use

The definition of "lodge" in Bylaw No. 851 is "a building which complies with the definition of a "hotel" except that a lodge does not include a restaurant, and areas used for public retail and public entertainment purposes". In the two commercial zones where lodge is a permitted use the number of permitted bedrooms ranges between a maximum of 15 in the RC2 zone and 50 in the RC1 zone. The proposed use of the existing building is consistent with this definition and proposes less than the maximum number of bedrooms. For example, if the property was zoned RC2 a maximum of 15 bedrooms would be permitted. There is no restaurant proposed as part of the lodge. Food service would be for guests of the lodge only. The owners have indicated that staff will be operating the lodge and providing caretaking services. A room will be provided for the use of the onsite caretaker.

The subject property is located near the boundary of Electoral Area B with the City of Revelstoke. It is understood that Fire Service is provided to this area by mutual agreement with City of Revelstoke.

Vacation Rental

While this TUP is not specifically for vacation rental of a single detached dwelling there are similarities between the use of a property as a vacation rental and the proposed lodge use. When reviewing TUP applications for vacation rental use there are a number of considerations that staff review. For consistency, details related to these considerations are provided below.

Lodge Proposal Summary

Type of dwelling	Single detached dwelling
Any new construction?	No
Seasonal or year-round use?	Year-round
Number of bedrooms	8

Maximum number of guests	14
Has the business operated in the past?	Yes, as a bed and breakfast by former owners, with a TUP
Will the owner/operator live on the subject property?	Yes, there will be a staff caretaker staying on the property.
Water servicing	Groundwater well
Sewage disposal	Onsite septic system

Additional comments

The owners live in Revelstoke and operate a local guiding business that provides ski touring and backcountry education. The proposed lodge would house guests who would also be participating in these activities. In the summer it proposed to be used for accommodation for other local operators such as yoga retreats and bike guiding for their accommodation needs.

The CSRD does not have any record of complaints regarding the previous bed and breakfast operated by the past owners.

The following is a summary of the proposal with respect to the [CSRD considerations for STR TUPs](#).

- a) Is the primary use of the property residential, rural or agricultural?

The subject property is zoned residential. The previous use was a 5-bedroom bed and breakfast.

- b) Will the lodge keep with the residential, rural or agricultural character of the neighbourhood and not cause a nuisance or disturbance?

Yes. The proposed lodge will be located in a single detached dwelling. The staff working at the lodge will provide oversight and notify the property owners if there are concerns. The letter provided by the applicant indicates that the proposed use will not affect neighbouring properties as there are no immediate neighbours and a gravel pit is situated to the north.

- c) Is the season of use specified in the TUP?

Yes, the proposed lodge will be year-round.

- d) Is the lodge located within a dwelling unit permitted by the zone that applies to the property?

Yes, the proposed lodge will be in the existing permitted single detached dwelling.

- e) Is the lodge limited to one dwelling unit on the property?

Yes, the proposed lodge in the existing single detached dwelling will be the only lodge on the subject property.

- f) Has the applicant confirmed there is no Bed and Breakfast already existing on the property?

The previous owners of the property operated a bed and breakfast under a TUP. The TUP expired in September 2023 and property was sold to new owners in June 2024. The new owners have

advised they are not currently operating the building as accommodation but would like to start as soon as possible.

- g) Have the applicants acknowledged that the lodge owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the lodge?

Yes, the property owners have acknowledged that they shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the lodge. The applicant is also required to engage an Authorized Person (i.e. Registered Onsite Wastewater Practitioner or qualified Professional Engineer) to confirm in a sealed memo that the existing septic system is fit for the proposed use (e.g. performance report or compliance report). The memo should include confirmation of the number of people and the number of bedrooms the lodge can accommodate based on the existing septic system. A sealed memo from Dave Seaton, ROWP dated December 13, 2024 indicating that the existing system is in good working order and appropriate for the proposed use has been received.

- h) Have the applicants acknowledged that the lodge owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the lodge?

Yes, the property owners have acknowledged they are responsible for providing drinking water to guests.

- i) Have the applicants identified a local contact person who will be available to address issues that may arise any time that lodge accommodation is provided?

Yes, the property owners have noted that the lodge will be operated by staff and confirmed that if the TUP is issued, they will post the name and contact information for the owners in a visible place within the lodge. The permit will include a condition that contact information be provided to adjacent property owners.

- j) Have the applicants provided a complaint response plan detailing how concerns and complaints will be addressed?

A complaint response plan has been received from the property owners.

- k) Has the maximum number of guests permitted in the lodge been specified?

Yes, the maximum number of guests for the proposed lodge will be 14.

- l) Has the quiet time been specified?

Yes, the property owners will require a quiet time of 10 PM to 7 AM daily. This will be posted in a visible place within the lodge.

- m) Have the owners acknowledged that only one (1) sign advertising the lodge may be placed on the subject property? The maximum sign area is 1 m² (0.5 m² for each side).

Yes, the property owners have acknowledged that only one sign, a maximum of 1 m², is permitted for the lodge.

- n) Have the applicants identified on-site parking spaces for the lodge?

Eleven off-street parking spaces will be provided. This includes 10 spaces for guests of the lodge plus 1 additional space. The minimum number of required parking spaces for a lodge with 8 let rooms as outlined in Electoral Area B Zoning Bylaw No. 851 is 2 plus 1 per let room. Lodge is not specifically listed in the parking specifications; therefore, this is based on the required parking for a hotel. The proposed eleven spaces exceed the requirements.

- o) Are the owners aware that the TUP issuance is subject to proof of adequate liability insurance (minimum of \$3 million in coverage)?

Yes, the property owners have acknowledged that the TUP issuance is subject to proof of adequate commercial accommodation liability insurance (minimum of \$3 million in coverage).

- p) Are the owners aware that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

Yes, the property owners have acknowledged that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

- q) The lodge should comply within all applicable regulations of the Agricultural Land Commission when located within the Agricultural Land Reserve.

Not applicable. Only a very small portion of the subject property is in the Agricultural Land Reserve and the proposed use is not located on that portion of the property.

- r) The owner/operator shall be wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the lodge.

The property owners have acknowledged they are wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the lodge.

- s) Where appropriate, the owner/operator may be required to reside on the property.

A condition of the permit is that there will be an on-site caretaker operating the lodge full time.

- t) Screening or fencing may be required to address potential impacts of the lodge or to address privacy concerns of adjacent properties.

Planning staff do not consider this a requirement for the subject application.

- u) Other measures may be required to minimize potential conflicts with neighbouring properties.

Planning staff do not consider this a requirement for the subject application.

Analysis

Bylaw No. 850 recommends that vacation rentals (STRs) first be considered on a three-year trial basis through a TUP. As the proposed lodge is very similar to an STR these Bylaw No. 850 policies which include conditions relating to the use of STRs are also being applied to the lodge. The first is that the STR use should not create an unacceptable level of negative impact on surrounding residential uses. The subject property is surrounded by a gravel pit to the north, a large well treed property to the south and an 'L' shaped property to the east that is accessed from Westerberg Road with the residence sited well away from the parcel boundaries. The owners have also provided a complaint response plan that

outlines how potential complaints will be handled. Staff have also added a condition to the TUP, which was not previously required for TUPs, requiring the owners to provide information for a local contact person to the neighbouring property owners and guests so that they have someone to call should they have any concerns relating to operation of the lodge.

Other policies of Bylaw No. 850 include that the lodge shall be subject to provincial servicing requirements and all Ministry of Transportation and Transit (MOTT) permit requirements. MOTT has confirmed for the previous TUP application for a bed and breakfast on the subject property that a commercial access permit is not required.

The proposed lodge is serviced by a groundwater well and an onsite septic system. The CSRD is in receipt of test results for a water sample taken from the well dated October 17, 2023, which identifies that the levels of manganese and total coliforms exceed the maximum allowable concentrations and treatment is required to make the water potable. A condition of the TUP will be that the lodge owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the lodge.

Planning staff also require that an Authorized Person (i.e. Registered Onsite Wastewater Practitioner (ROWP) or qualified Professional Engineer) confirm in a sealed memo that the existing septic system is fit for the proposed use (e.g. performance report or compliance report) prior to the application being considered by the CSRD Board. A letter prepared by Dave Seaton, ROWP, dated December 13, 2024, has been provided by the owners (see attached TUP850-19_Combpliance_Review_Redacted.pdf"). The letter confirms a septic performance inspection was conducted in November, 2024, for the current on-site septic system to evaluate the function and sizing of the existing system, its condition, location and operation. The existing system is a Type 1 gravity distribution system and was found to be functioning properly with no signs of high levels or excess accumulation of solids. The dispersal field was dry with no signs of breakout. The memo states that the system was designed for an 8-bedroom home, which will be operated as a lodge for 12 people rather than 14. This appears to be a typo or miscommunication between the owners and the ROWP. The letter concludes that the proposed usage change to the existing dwelling is found to be in compliance with the current Ministry of Health Standard Practice Manual Version 3 and the existing system is fit for the proposed use, with no modifications required. Routine maintenance checks and pumping out every 3 years is recommended to ensure the system continues to function properly. Furthermore, a condition of the TUP includes that the lodge owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the lodge. Staff are recommending that the memo be revised to confirm that the maximum number of guests is 14, and that the revised memo will need to be received prior to issuance of the permit.

Please see attached "TUP850-19_Permit.pdf" for a list of the conditions that the TUP is subject to if the permit is issued.

If the CSRD Board approves this TUP application, the conditions required to be fulfilled prior to issuance will include:

- Proof of adequate accommodation and liability insurance, with a minimum of \$3 million in coverage;
- Registration of a covenant on title to the subject property pursuant to Section 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP; and
- A revised septic system compliance review from Dave Seaton, ROWP confirming that the lodge will have 14 guests and that this number can be accommodated by the existing septic system.

The property owners have acknowledged that the above conditions will be required prior to issuance of the TUP. Proof of renewal of the accommodation and liability insurance is required on an annual basis, or if there is a change in the registered owners.

Rationale for Recommendation

The property owners have applied for a TUP to use the existing eight-bedroom home as a lodge for up to 14 guests. Staff are recommending that the Board consider issuance of TUP850-19 for the following reasons:

- The proposed use is in general accordance with the OCP policies for resort bed and breakfast use and meets the definition of lodge as defined in the zoning bylaw;
- The location of the property and distance to neighbouring residences reduces the likelihood of the proposed lodge causing any negative impacts to nearby property owners;
- The owners have provided a complaint response plan, which will be used in the event that complaints are received; and
- The property has the required servicing and parking areas to support the proposed lodge use.

IMPLEMENTATION:

If the Board authorizes the issuance of TUP850-19, the property owners will be notified of the Board's decision and the conditions of issuance. Upon proof of adequate accommodation and liability insurance with a minimum of \$3 million in coverage and registration of a Section 219 covenant indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP, along with an updated septic system compliance review the TUP will be issued, and notice will be registered to the title of the subject property.

Prior to the expiration of TUP850-19, the property owners have the option to apply for a one-time renewal for up to another 3-year term. Prior to the expiry of that TUP, the property owners have the option to apply for a bylaw amendment to seek rezoning approval to permanently allow for the lodge use on the subject property. They may also choose to apply for rezoning at any time during the current TUP term.

COMMUNICATIONS:

Neighbouring property owners will have first become aware of the proposal when the applicant posts a notice of application sign on the subject property for the TUP and when required CSRD notification letters were received by property owners within 100 m of the subject property. In accordance with the CSRD [Public Notice Bylaw No. 5893](#) a notice will be placed on the CSRD website advising of the opportunity to comment on the application. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website. Copies of any written submissions received by the deadline of 4 PM on the Tuesday prior to the Board meeting will be provided to the Board on the late agenda.

[Development Services Procedures Bylaw No. 4001-2](#), as amended requires that one notice of application sign for every 400 m of street frontage for a Temporary Use Permit application. The subject property has less than 400 m of frontage and requires one sign. The owners provided confirmation that the sign was placed in accordance with the bylaw.

Advisory Planning Commission

The Electoral Area B Advisory Planning Commission was referred to on this TUP application and their meeting minutes are attached to the Board agenda (see TUP850-19_Area_B_APC_Minutes_27-11-2024.pdf"). The APC recommended approval of the TUP and expressed that the applicant should apply

to rezone the property for the intended resort commercial use as soon as possible. They also expressed ongoing concerns regarding the number of legal and illegal short-term rentals in the South Revelstoke area.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_TUP850-19.docx
Attachments:	<ul style="list-style-type: none"> - TUP850-19_Permit.pdf - TUP850-19_Applicant_Letter.pdf - TUP850-19_Complaint_Resolution_Plan_redacted.pdf - TUP850-19_Compliance_Review_Redacted.pdf - TUP850-19_Area_B_APC_MINUTES_27-11-2024.pdf - TUP850-19_Excerpts_BL850_BL851.pdf - TUP850-19_Maps_Plans_Photos.pdf
Final Approval Date:	Feb 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



TEMPORARY USE PERMIT NO. 850-19

Registered Owner: Capow House Ltd.
 Inc. No. BC 1484970
 PO Box 262
 REVELSTOKE BC V0E 2S0

1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described as Lot A, Section 14, Township 23, Range 2, W6M KOOTENAY DISTRICT Plan NEP20670 (PID: 018-355-552), which property is more particularly shown on the Location Map attached hereto as Schedule A.
3. The owner has applied for a Temporary Use Permit for use the existing single detached dwelling as a lodge, as shown on the Site Plan attached hereto as Schedule B.
4. A lodge is defined in Electoral Area B Zoning Bylaw No. 851 as:

LODGE is a building which complies with the definition of a "hotel" except that a lodge does not include a restaurant, and areas used for public retail and public entertainment purposes;

HOTEL is the use of land, buildings and structures to provide accommodation on a temporary basis to the travelling public, within a building, and may also contain meeting rooms & restaurant.
5. The use authorized by this Temporary Use Permit may be carried out only in accordance with the terms and conditions set out herein.
6. If the terms of this permit are not adhered to, this permit may be revoked prior to the expiry date of the permit.

7. In addition to the permitted uses in the RR2 Rural Residential 2 zone in the Electoral Area B Zoning Bylaw No. 851, the single detached dwelling on the subject property may be used as a lodge, subject to compliance with the following conditions:
- a) The lodge is permitted year-round;
 - b) The lodge is limited to the single detached dwelling at 3108 Airport Way;
 - c) Maximum number of guests is fourteen (14);
 - d) Maximum number of bedrooms used for guests is eight (8);
 - e) Quiet time is from 10 PM to 7 AM daily;
 - f) Lodge signage shall be limited to one sign (maximum sign area 1 m² - if sign is two sided it may be .5 m² per side);
 - g) All parking must be accommodated on site, no parking shall occur on Airport Way. A minimum of 10 parking spaces must be provided;
 - h) The owner is wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by operation of the lodge;
 - i) The clear posting of the following information in the lodge at a site accessible and visible to guests:
 - the owner or local contact information, with availability or accessibility by phone 24 hours a day and 7 days a week;
 - clear noise rules and quiet times (10 PM - 7 AM Daily);
 - emergency call number: 9-1-1; and
 - safe storage and management of garbage;
 - j) The owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the lodge;
 - k) The owner/operator shall, during operation of the lodge, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the lodge.
 - l) The lodge shall be operated by a full time on-site caretaker.
8. This Temporary Use Permit is subject to proof of adequate lodge accommodation and liability insurance, with a minimum of \$3 million in coverage, and registration of a covenant on title to the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the Temporary Use Permit. Proof of renewal of the lodge accommodation insurance is required on an annual basis, or if there is a change in the registered owners.
9. This Temporary Use Permit is also subject to the owner providing the CSRD with a local person's contact information on an annual basis, or if the local person and/or information changes. The local contact person has the responsibility of remedying

non-compliance with the TUP conditions or any other issues at the lodge property. The name and contact information of the local contact must be posted along with the lodge TUP in a visible place within the lodge and provided to owners and tenants of adjacent properties (confirmed annually with the CSRD by the owner/operator).

- 10. This Temporary Use Permit is not a Building Permit, nor shall it be construed as providing warranty or assurance that the property or any of the structures complies with the BC Building Code or any other applicable enactments.
- 11. Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Agricultural Land Commission, Interior Health Authority, Ministry of Transportation and Infrastructure, Provincial Short-Term Rental Legislation).
- 12. This permit, issued as per Section 493 of the Local Government Act, is valid from the date of issuance, noted below, 2025, until the same date, 2028 only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors.

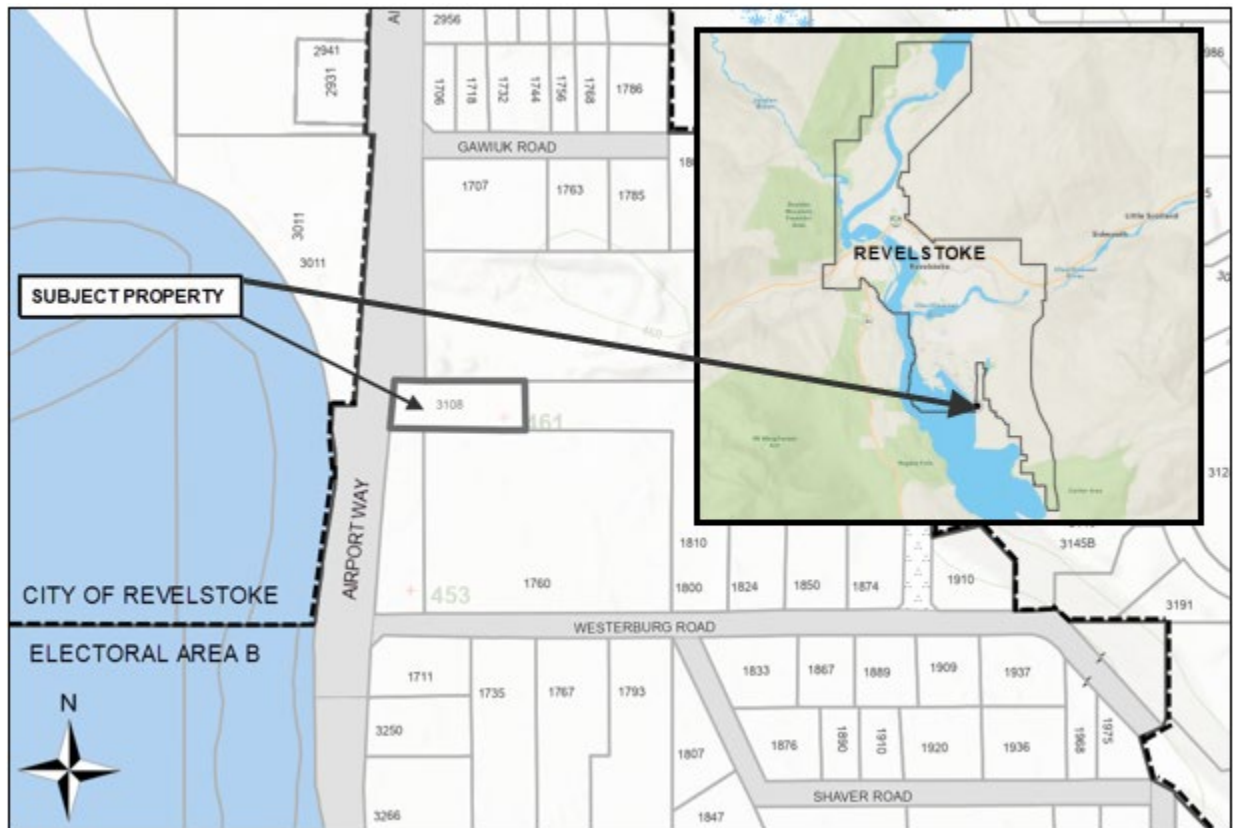
AUTHORIZED FOR ISSUANCE by resolution of the Columbia Shuswap Regional District Board on the ____ day of _____, 2025

and ISSUED on the ____ day of _____, 2025.

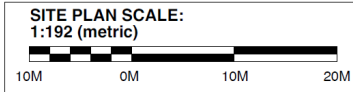
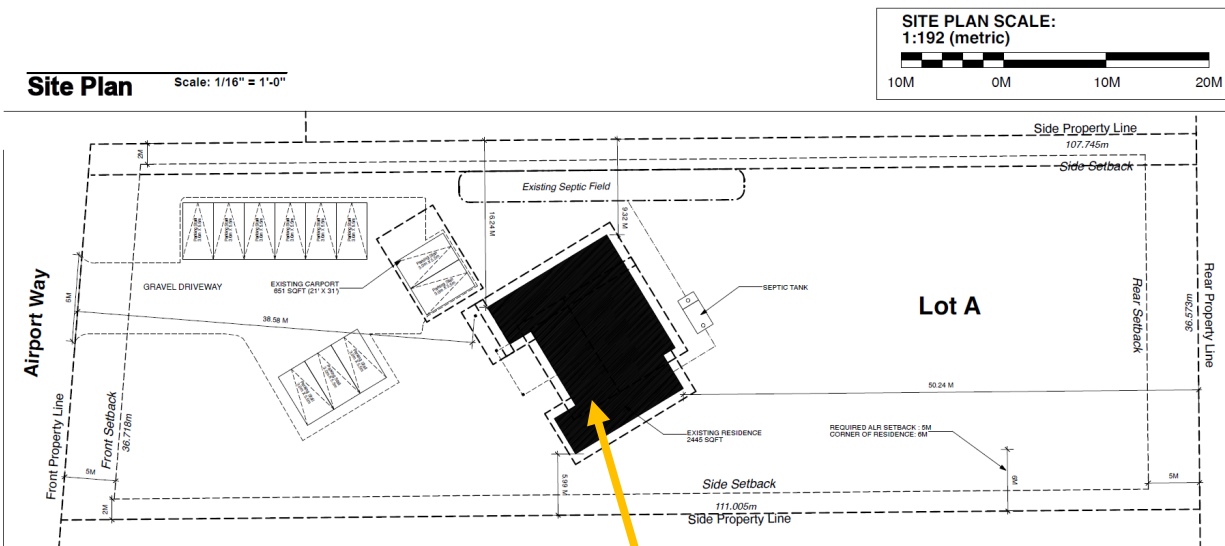
CORPORATE OFFICER

Schedule A Location Map

3108 Airport Way, South Revelstoke



Schedule B Site Plan



Existing single detached dwelling to be used as a lodge.

Application for TUP – 3108 Airport Way:

The property at 3108 Airport Way was operated by the previous owners as a bed and breakfast, and has a prior TUP for a B&B zoning adjustment. The home is currently zoned RR2 in the Columbia Shuswap Regional District Electoral Area B Zoning Bylaw No. 851.

The property has recently been acquired by the local owners of CAPOW Guiding, a well-established Revelstoke business providing ski touring and backcountry education camps. CAPOW, which employs over 30 staff members, has historically struggled to find a suitable venue for meeting guests before trips, often relying on local coffee shops and hotels, which puts a strain on these businesses. To solve this challenge, we hope to establish a lodge where CAPOW guests can stay together, participate in evening avalanche curriculum and then participate in guided backcountry experiences during the day.

With its 8 bedrooms, 7 bathrooms, and spacious common areas, the house at 3108 Airport Way is ideal as a lodge for CAPOW Guiding to use for its guests and as a place for other traveling tourists to stay throughout the year. We are applying for a TUP to operate the home as a lodge. The lodge will be available for temporary use for guests in the winter time for avalanche education courses and for ski touring camps based out of Revelstoke. Additionally, in the summer, we aim to offer the property to local operations, such as yoga retreats and bike guiding, for their accommodation needs, while utilizing our seasonal staff for year-round employment.

Proposed Use / Description of Proposed Development and/or Proposed Variances:

The demand for ski touring and related programs has grown significantly over the past 5-7 years, attracting many tourists to Revelstoke. CAPOW provides backcountry education but often lacks a centralized location for guest coordination and curriculum planning. We propose to use the home as a lodge for tourists and locals, offering affordable accommodation and employing CAPOW staff for caretaking, guiding, and meal preparation. As outlined by the definition of “lodge”, this structure will provide temporary accommodation to the traveling public. It will not contain a restaurant, and a chef will only be providing food service to the guests of the lodge. This will provide year-round employment opportunities and financial stability for local families.

The proposed use will not affect neighboring properties, as there are no immediate neighbors and a gravel pit is located to the north. The property will be closely supervised and managed by CAPOW staff, including chefs, caretakers and cleaners. Bookings are made directly through CAPOW’s established client base. The staging area for our Blanket Glacier Chalet is nearby at Greenslide Farm, meaning our guests already travel along this road regularly. This location will enhance our ability to organize and manage groups effectively.

It is our goal to continue to provide meaningful programs to backcountry ski touring and adventure tourists, while being positive stewards of local culture and community.

TUP Description:

The property at 3108 Airport Way was operated by the previous owners as a bed and breakfast, and has a prior TUP for a B&B zoning adjustment. The home is currently zoned RR2 in the Columbia Shuswap Regional District Electoral Area B Zoning Bylaw No. 851.

The property has recently been acquired by the local owners of CAPOW Guiding, a well-established Revelstoke business providing ski touring and backcountry education camps. Many locals of Revelstoke have taken backcountry camps and avalanche education through CAPOW, and the business has supported countless youth education trips over the past 10 years.

CAPOW, which employs over 30 staff members, has historically struggled to find a suitable venue for meeting guests before trips, often relying on local coffee shops and hotels, which puts a strain on these businesses. To solve this challenge, we hope to establish a lodge where CAPOW guests can stay together, participate in evening avalanche curriculum and then participate in guided backcountry experiences during the day.

With its 8 bedrooms, 7 bathrooms, and spacious common areas, the house at 3108 Airport Way is ideal as a lodge for CAPOW Guiding to use for its guests and as a place for other traveling tourists to stay throughout the year. We are applying for a TUP to operate the home as a lodge. The lodge will be available for temporary use for guests in the winter time for avalanche education courses and for ski touring camps based out of Revelstoke. Additionally, in the summer, we aim to offer the property to local operations, such as yoga retreats and bike guiding, for their accommodation needs, while utilizing our seasonal staff for year-round employment.

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We propose to use the home as a lodge for tourists and locals, offering affordable accommodation and employing CAPOW staff for caretaking, guiding, and meal preparation. As outlined by the definition of "lodge", this structure will provide temporary accommodation to the traveling public. It will offer 8 bookable bedrooms and 7 bathrooms, and will be managed by a caretaker who also has a room on-site, and is part of the CAPOW staff. The lodge will adhere to quiet hours as outlined in the zoning conditions. Additionally, CAPOW staff will be at the lodge hosting breakfast in the morning, and prepping in the evening for the following day, as well as cleaning and maintaining the grounds. It will not contain a restaurant, and a chef will only be providing food service to the guests of the lodge for breakfast. This will provide year-round employment opportunities and financial stability for local families.

Managing Complaints:

Should there be any complaints or issues regarding the lodge, [REDACTED] and [REDACTED] have a proposed process for how to address and manage complaints.

- 1) Complaints or comments can be submitted via a website “Contact Us” form, or through info@capow.ca. It will also be accessible on the future lodge website.
- 2) Office personal or [REDACTED] will see the complaint, and communicate that we have seen the complaint, and provide timing for feedback and addressing the issue
- 3) We will then discuss any relevant complaints with staff and stakeholders to come up with a plan for how to address and remedy.
- 4) That plan will be communicated back and discussed transparently, in hopes to solve the problem quickly
- 5) Once there is an agreed solution, we will continue to follow up to ensure satisfaction that the complaint was resolved

The proposed use will not affect neighboring properties, as there are no immediate neighbors and a gravel pit is located to the north. There is no traffic impact, as the staging area for our Blanket Glacier Chalet is nearby at Greenslide Farm, meaning our guests already travel along this road regularly. This location will enhance our ability to organize and manage groups effectively.

It is our goal to continue to provide meaningful programs to backcountry ski touring and adventure tourists, while being positive stewards of local culture and community.



Onsite Sewage – System Compliance

3108 Airport Way, Revelstoke BC

Date: December 13th, 2024

Elite Septic & Excavation was retained by the owner, [REDACTED], to conduct a compliance review for the existing system at 3108 Airport Way, Revelstoke BC. The review was completed by Dave Seaton, Registered Onsite Wastewater Practitioner and Civil Engineering Technologist.

1.0 Description

1.1 Location and Description

The site is located in the CSRD. The legal description for the existing lot and dwelling includes:

LOT A, PLAN NEP20670, SECTION 14, TOWNSHIP 23, RANGE 2, MERIDIAN W6

PID 018-355-552

The property has an existing 8-bedroom house which was operated as a Bed and Breakfast. The owners intend to operate the dwelling as a lodge for 12 guests and a caretaker offering breakfast.

2.0 Assessment

2.1 General

The existing single-family dwelling is served by a type one gravity distribution onsite sewage system designed and installed by Elite Septic in 2020.

2.2 System Review

The following information was obtained from the letter of certification, maintenance plan, as-constructed drawing and original design filing RSS.

Number of bedrooms 8

Daily Design Flow 2800 L/Day

Septic Tank - Leko Precast 2 Compartment Concrete Septic Tank 2000Imp.Gal (9464L)

Gravity Trench Dispersal 3m x 27m Seepage Bed

Hydraulic Loading Rate 45L/sq.m to Very gravelly sand

Required Area of Infiltrative Surface (AIS) 2800L/Day / 45L/Sq.m = 62Sq.m

Actual AIS 3m x 27m = 81 sq.m

2.3 Standard Practice Manual Version 3 Checks

The current design guidelines are based on the Ministry of Health Standard Practice Manual Version 3 Volume 2 page 11-20 Table 11-8 consists of the Minimum Daily Design Flows (DDF) for Residences.

*A 8 Bedroom House has a DDF of 2800 L/Day

Table 111-11 page 111-50 Non-Residential Average Daily Flow Rates Guide

Bed & Breakfast per guest = 200L/day per person

*13 Persons = DDF of 2600L/Day

Each Bedroom Unit = 250-400 per bedroom unit

*8 bedroom 2000L/Day to 3200L/Day

2.4 System Inspection & Performance

A maintenance check was conducted in November 2024 and found the system to be functioning properly with no signs of high levels or excess accumulation of solids. The dispersal field was dry and no signs of breakout which could contribute to a potential health hazard. No wells within 30m of the system

2.5 Proposed Usage Checks

The working volume of the existing septic tank is 9400L with the volume required to meet 3 days retention time. This volume meets or exceeds the minimum requirements for all daily design flow checks.

The dispersal field was constructed to allow for the future construction of a studio adding additional flows to the system and requiring a separate septic tank to be installed when constructed. The dispersal field has an area of infiltrative surface (AIS) equal to 87 sq.m. The required AIS to meet or exceed the proposed usage is 62 sq.m.

3.0 Summary

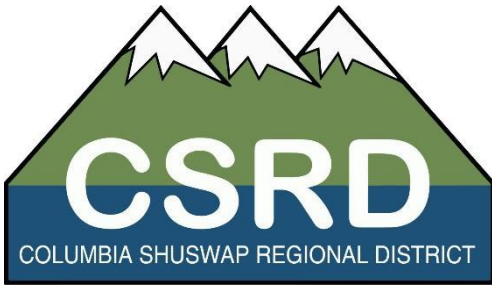
The proposed usage change to the existing dwelling is found to be in compliance with the current Ministry of Health Standard Practice Manual Version 3. The existing on-site sewage disposal system is fit for the proposed use. No health hazard will be caused by the proposed alteration and no modifications are required to the existing onsite sewage system. It is recommended that routine maintenance checks and pump-outs be performed every 3 years to ensure the system is functioning properly.

4.0 Closure

Thank you for allowing us to be a part of his project. Elite Septic (0747963 BC Ltd.) will not be held liable or accountable for any recommendations or inaccuracies made in this report.

Signed: Dave Seaton C.Tech, ROWP 0772





**COLUMBIA SHUSWAP
REGIONAL DISTRICT**

MINUTES

**Electoral Area B
Advisory Planning Commission**

DATE: Wednesday 27 November 2024
 TIME: 12:00
 PLACE: Revelstoke Community Centre
 MP1, 600 Campbell Ave
 Revelstoke, BC

Members Present:

Brian Gadbois, Mike Cummings, Jim Maitre, Daren Corneliuson
 Members Absent – Janis Hooge, Peter Humphreys

CSRD Director – David Brooks-Hill

CSRD Representatives Present: Christine LeFloch and Laura Gibson were available by phone

Guests: Applicant – TUP 850-19; Applicant – TUP 850-20

Call to Order: 1200hrs

AGENDA:

1. Electoral Area B: Temporary Use Permit No.850-19

Legal Description: Lot A Section 14 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan NEP20670

Civic Address: 3108 Airport Way

Summary:

The subject property is located at 3108 Airport Way in Rural Revelstoke in Electoral Area B. The new owners of the subject property would like to operate a lodge in the single detached dwelling on the property. They are proposing to use 8 bedrooms for guests of the lodge, and also provide a room which will be used for on-site staff. A temporary use permit is being sought for this use. If approved, the TUP will allow the property to be used for an 8-bedroom lodge with up to 14 guests for up to three years.

Discussion:

Applicant gave a description of their current ski touring business (CAPOW - Canadian Powder Guiding) that has operating in the Revelstoke area since 2012. They purchased this property to streamline their guest accommodation needs before heading to their mountain lodge on Blanket Glacier. Year-round use will include mountain biking and general vacation rental guests in the non-ski season. A caretaker will live on site. Building design is not conducive to a typical family home. Septic and well development occurred with the previous owner. The well is on the neighbor's property to the south with a legal easement.

Members reiterated their previous concerns from TUP850-11 when the B&B lodge was built with staff agreement on an RR2 property of limited size. The 5-bedroom -10 guests B&B did not meet the CSRD B&B criteria except under the B&B Resort category on major highways which Airport Way is not. Property size does not meet the B&B Resort required size. Property size does not meet the minimum standard for septic and well. The entire South Revelstoke bench has ongoing issues with well water quality. Building setbacks from adjacent properties were not met with the existing building.

Members also expressed their ongoing concern that the neighborhood of South Revelstoke is being eroded away with both legal and illegal Short-Term Rentals. This creep effect of ongoing commercialization of properties will eventually destroy the neighborhood and increase market value beyond affordability for private residence in the RR2 zone.

Members express an appreciation for the new owners of this property as a well-established local business with many local employees. This property will help their business plans into the future and continue to create employment for many locals.

Motion – Brian, Second Daren, that the TUP 850-19 is approved with the encouragement of the owners to use the shortest possible period of time to apply for and obtain an appropriate Special Zoning or Resort Commercial Zoning to accommodate this purpose-built lodge with its intended uses. In favor – 3 Opposed – 1 Carried

Opposed member cited the continued concerns of the APC over the creep effect of Short-Term Rentals and the stretching of the definition of the intent of using a TUP to authorize otherwise non-compliant use of RR2.

2. Electoral Area B: Temporary Use Permit No.850-20

Legal Description: Lot 6 Section 11 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan 6304

Civic Address: 1876 Shaver Rd, Rural Revelstoke

Summary:

The subject property is located at 1876 Shaver Road in Rural Revelstoke. The owners have applied for a Temporary Use Permit (TUP) to seek approval to use the single detached dwelling as a year-round short-term rental (vacation rental) when they are not using the dwelling themselves. If approved, the TUP will allow the short-term rental for up to 3 years. The TUP may be renewed once for another 3-year period.

Discussion

Applicant gave a description of their plan to use this property as a short-term vacation rental when they are not using it themselves. They will be managing the bookings of the rental. A resident in the mobile home in the back of the property has been given an oversight role for management of the vacation rental guests. Previous owners rented to a maximum of 10 guests however their plans are to rent to a maximum of 6 guests. They are making plans to replace the mobile home with a secondary dwelling unit to accommodate a permanent residence for their parents. Their time frame is next year.

Members again expressed concern that South Revelstoke is filling with Short Term Rentals at the loss of the neighborhood. Members reiterated their past concerns that if Short Term Rentals are inevitable then the provincial government policy of requiring the property owner to reside on the property should become the policy of the CSRD. The plan is for the owners' parents to live on the property. The property does not meet the minimum size for both septic and well. The entire neighborhood is on septic and wells and many of the properties are below the required size. Ground water quality has never been good in this area. Using properties for Short Term Rentals increases the septic loading compared to an average single-family home. Members questioned if there were flooding issues with the basement. The owners state they are not aware of basement flooding issues. Member stated that the ground water table hasn't been high in recent years due to low annual Arrow Reservoir elevations.

With the intent to have relatives living full time on the property, members felt that the best-case Short-Term Rental will be achieved.

Motion - Daren, Second – Jim to approve the TUP 850-20 with the understanding that owners or relatives will reside on the property and manage the Vacation Rental Operation.

In Favor -4 Opposed – 0

Adjourned – 13:05hrs.

CERTIFIED CORRECT

Brian Gadbois

Brian Gadbois - Chair

**Relevant Excerpts from Electoral Area B Official Community Plan Bylaw No. 850
and Electoral Area B Zoning Bylaw No. 851**

(See Bylaw No. 850 and Bylaw No. 851 for all policies and land use regulations)

Electoral Area B Official Community Plan Bylaw No. 850

2.1 Growth Patterns

South Revelstoke

The South Revelstoke area is the area east of the Arrow Lakes reservoir and south of the Revelstoke municipal boundary. At present the South Revelstoke area has a rural character that is highly valued by the residents. The area contains a mixture of lot sizes from small half acre parcels to large agricultural acreages. There is abundant forested upland area framing the valley and providing context for the proposed ski resort. The developed area is also bordered by large areas of the river ecosystem that supports recreational activities and open space when the Arrow Lakes reservoir elevation is low.

The settled area contains a mixture of housing types and sizes but the majority of development is single family residential. There are some properties that are within the Agricultural Land Reserve but there is little active farming taking place.

Residents in this area expressed a desire to retain the environmental quality and the rural residential character. Residents also noted that while their objective was to retain a country living atmosphere, they recognized that their close proximity to the ski resort could significantly alter their lifestyle.

In reviewing the South Revelstoke area it is evident that the lands closest to the resort (Upper Bench) have the greatest potential to be impacted by resort development. The Upper Bench, adjacent to the core of the RMR development, but not part of the resort land holdings, has not been integrated into the City of Revelstoke land use planning process. The relationship between the resort and the privately held lands in the rural residential area is complex and raises numerous planning and servicing issues. While it is recognized that the resort wishes to initially concentrate on launching its own development initiatives, there must also be a time for planning partnerships involving the Upper Bench landowners, the City of Revelstoke, the CSRD and Revelstoke Mountain Resort. The municipality does not have any responsibility for servicing lands in the Regional District, however, it is likely that any future servicing in this general area will be led by the municipality as they service lands in the municipality. In the process of planning for servicing to this general area, it would be appropriate for an active dialogue between the Regional District and the City of Revelstoke. With an estimated 150 parcels and an approximate population of 300 persons, South Revelstoke will be dwarfed by the 16,000 bed units proposed for the Revelstoke Mountain Resort community. Specific policies related to the ultimate development of the South Revelstoke area are articulated in Section 4.4.

The Revelstoke Airport is located in Revelstoke, immediately north of the South Revelstoke neighbourhood. The airport is owned by the CSRD. Numerous flight path options are available as approaches to the airport and these need to be considered in future planning exercises both

in terms of the safety of the approach (e.g. structure height) and the impacts of the airport on neighbours.

Residential

4.1 Community Context

The majority of new residential development in Electoral Area 'B' is to be "rural" residential development. Rural residential development will occur in a variety of settings including: with agricultural operations; in existing rural communities (e.g. Trout Lake); on rural acreages (e.g. Begbie Bench); near the proposed Revelstoke Mountain Resort (RMR); and in recreational areas (e.g. Galena Bay).

Residential policies acknowledge that there will be a number of demographic trends that will influence housing needs. In particular, the overall aging of the population has generated an increased demand for recreational housing opportunities and second homes in the British Columbia interior. Additionally, the attractive natural environment and low density, dispersed settlement pattern continues to appeal to existing and new residents seeking a "wilderness" lifestyle experience. Within the plan area there are also local development initiatives, such as the Revelstoke Mountain Resort project, that are influencing growth patterns. Planning for the future of this area requires the balancing of growth demands with protection of the natural environment to ensure that the area retains the attractive natural context and integrates a variety of housing types and lifestyle needs.

The OCP recognizes that there are a number of unique development areas and provides plan policies that are tailored to specific local conditions, community visions and development pressures for these areas. The residential designations are:

<i>Land Use Designation</i>	<i>Minimum Parcel Size (hectares)</i>
Neighbourhood Residential (NR)	0.2 ha
Rural Residential 2 (RR2)	2 ha
Small Holdings (SH)	4 ha
Residential Cluster Development (CD)	n/a

The majority of the residential development in the plan area is low density, single family development set in a rural context on large lots. This product is expected to continue to be the dominant housing form, with high density development encouraged to locate in urban areas where full servicing can be provided. The only exception will be site specific Residential Cluster Development projects (Section 4.3.25).

4.2 Objectives

There are several important objectives that form a framework for the residential policies.

- 4.2.1 Ensure that development is sustainable, with appropriate infrastructure (water and sewer) and utilities (telephone, power) and not costly to maintain and support. Developments are to provide potable water that meets the Canadian Drinking Water Guidelines.
- 4.2.2 Encourage the concentration of new development into existing developed areas.
- 4.2.3 Support the policies of the City of Revelstoke to concentrate growth in their serviced, sustainable urban centre.
- 4.2.4 Support the preservation of buildings and features that have significant heritage values.
- 4.2.5 Ensure comprehensive analysis and a co-ordinated review as part of subdivision application process, including addressing “Environmental Best Management Practices for Urban & Rural Development”, Ministry of the Environment.
- 4.2.6 Provide for a choice of housing types while recognizing single family housing as the dominant housing form.
- 4.2.7 Maintain and encourage support of the rural character and the social and cultural diversity of the plan area and ensure environmental integrity is addressed.

4.3 Land Use & Density Policies

General

- 4.3.1 The future residential use of land shall be consistent with the residential designations provided on Schedules B and D and include:
 - Neighbourhood Residential (e.g. Trout Lake);
 - Rural Residential 2;
 - Small Holdings;
 - Residential Cluster Development on a site specific basis;

Encourage land use compatibility and preserve open space by:

- clustering development;
- incorporating buffers;
- using setbacks;

- density bonusing;
 - open space covenants; and
 - landscape techniques.
- 4.3.2 High Density Residential uses are encouraged to locate in serviced urban areas (e.g. Nakusp, Revelstoke).
- 4.3.3 Mobile Home parks are discouraged in rural areas because they place unacceptably high pressures on the rural area for provision of public facilities and services such as parks, schools and water and sewer utilities.
- 4.3.4 When considering new residential development ensure that Regional District Park and open space functions are addressed.
- 4.3.5 Support a range of residential dwelling types.
- 4.3.6 Development of accessory buildings on lots prior to establishment of a principal use shall be permitted subject to size limitations as identified in zoning.
- 4.3.7 New development shall meet the standards set out in the CSRSD Subdivision Servicing Bylaw.
- 4.3.8 On land outside the Agricultural Land Reserve, zoning shall regulate subdivision pursuant to Section 946 of the *Local Government Act*.
- 4.3.9 Support a process to initiate implementation of a Building Inspection Process.
- 4.3.10 One primary dwelling unit and one secondary dwelling unit shall be permitted in the primary dwelling in all residential zones subject to the relevant parking requirements, the requirements of the Agricultural Land Commission Act, and the BC Building Code. Once building permits are mandatory and the requirements of the BC Building Code can be addressed, sewage disposal systems must be designed or upgraded to accommodate the total combined number of bedrooms to be serviced by the system.
- 4.3.11 There are several parcels in Area 'B' where, prior to the adoption of this bylaw, landowners have developed their property to a density that is non-conforming to the proposed land use pattern. For these properties, the CSRSD recognizes this existing commitment to land uses and density and will work with the landowner to address non-conforming density through the zoning bylaw (e.g. north of Halcyon).

Rural Residential 2

- 4.3.17 The principal use shall be residential.
- 4.3.18 One primary dwelling and one secondary dwelling unit shall be permitted per parcel.
- 4.3.19 The minimum parcel size shall be 2 ha.

Home Occupations

- 4.3.29 The Regional District supports Home Occupation uses in all residential and agricultural areas as a means of accommodating independent employment and encouraging entrepreneurship and small business incubation opportunities.
- 4.3.30 Policies for Home Occupation Uses include:
- a. accessory to residential use and the residential character of the property is maintained;
 - b. home occupations that use excessive amounts of groundwater shall be specifically prohibited;
 - c. the home occupation shall not generate waste, vibration, glare, fumes, odours, illumination or electrical interference beyond that generated normally by a single residence;
 - d. noise abatement techniques and appropriate siting for activities generating noticeable levels of noise shall be encouraged;
 - e. home occupations within the Agricultural Land Reserve shall comply with all applicable regulations of the Agricultural Land Commission Act; and
 - f. home occupations must be approved by the appropriate agencies prior to operating. Spas, for example, may require health approval for water supply and wastewater disposal systems.

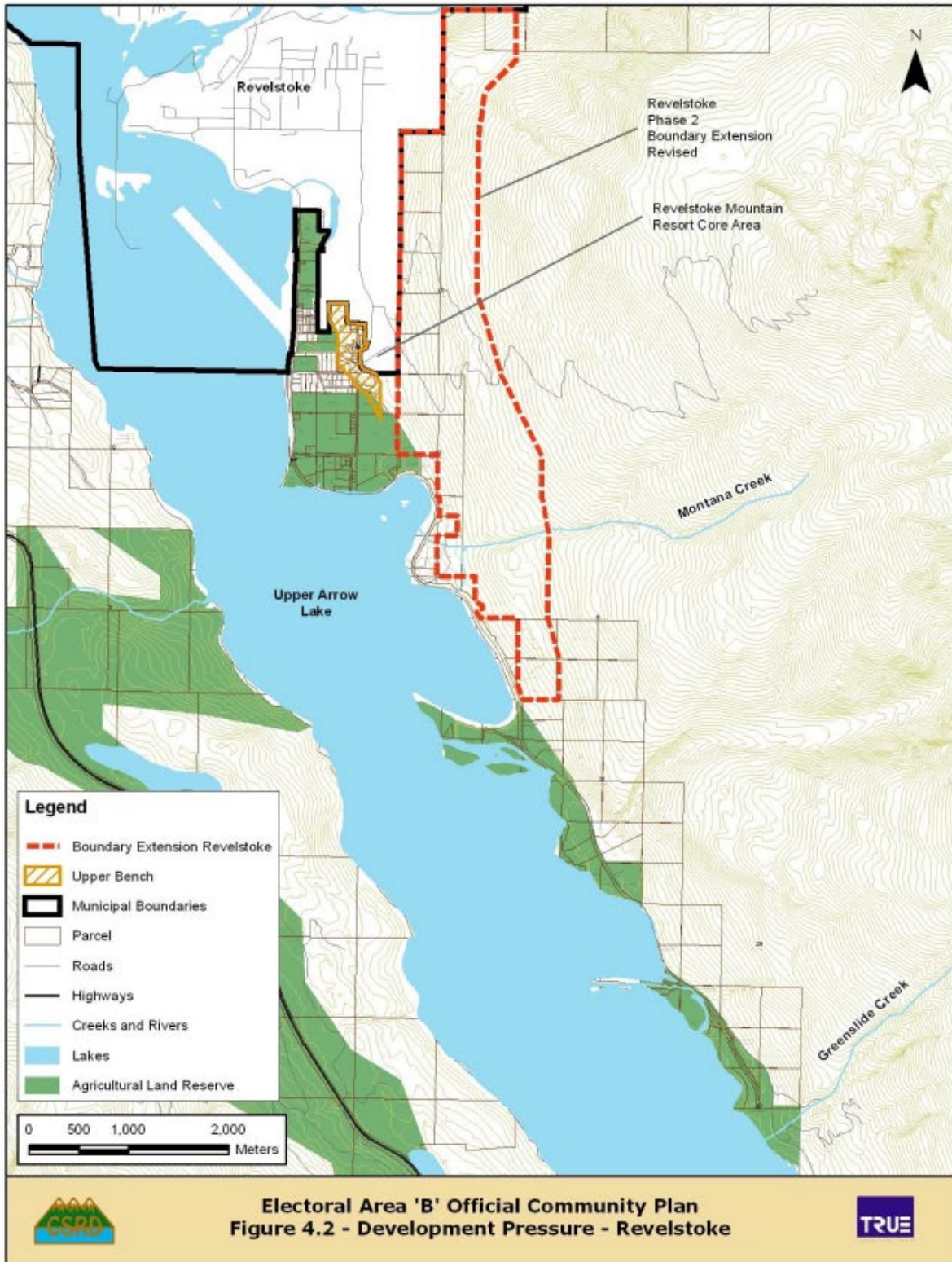
Bed & Breakfast

- 4.3.31 Bed and Breakfast Residential operations are supported in residential areas, are considered as home occupations, and are regulated through the zoning bylaw.
- 4.3.32 Policies for Bed and Breakfast Residential operations include:
- a. should be limited to a maximum of 3 let rooms accommodating up to 2 persons per room per single family dwelling;
 - b. the residential character of the site is maintained;
 - c. subject to the local health authority requirements;
 - d. located in the principal structure only;
 - e. when located within the Agricultural Land Reserve shall comply within all applicable regulations of the Provincial Agricultural Land Commission; and
 - f. advertised by only one small 0.5m² on-site sign.
- 4.3.33 Bed and Breakfast Resorts, accommodating more than 3 let units to a maximum of 15 units shall be supported in residential areas on a major highway (Trans-Canada Highway, Highway 6, Highway 23 South or Highway 31) where the Bed & Breakfast Resort:

- a. has good highway visibility and approved access;
- b. buildings and structures are setback a minimum of 10 m from neighbourhood properties;
- c. development is subject to local health authority requirements;
- d. for properties located in the ALR, businesses meet the regulations of the Agricultural Land Reserve (max. 10 units);
- e. let units may be located in principal or accessory structures; and
- f. a minimum parcel size of 4 hectares.

South Revelstoke

- 4.4.8 As shown on *Figure 4.2*, South Revelstoke contains an Upper Bench area that adjoins the planned core of Revelstoke Mountain Resort. The Upper Bench will be impacted by future activity in the resort core and will not sustain its present rural character. Recognizing the nature of future development pressures, the CSRD supports the following strategy for the Upper Bench.
- a. As Revelstoke Mountain Resort develops, the future land uses considered for the Upper Bench should be urban and resort development;
 - b. development to higher resort densities should be consistent with the overall direction of the Resort Master Plan, and will require neighbourhood planning and design guidelines to achieve consistency and use compatibility;
 - c. development to higher density cannot be accomplished without improved servicing. The terms of servicing, phasing, timing and partnerships shall be considered as part of a detailed planning process; and
 - d. when there is a clear strategy to integrate development on the Upper Bench with the overall Revelstoke Mountain Resort Master Plan, these lands may be more appropriately administered as properties within the City of Revelstoke and the CSRD could support a Phase 3 boundary extension process that considers the private lands on the Upper Bench and how they should be serviced.



X:\LandProjects\2009\602-001\p602-001-Figure 4.2.mxd

4.4.9 The Regional District recognizes the development pressure currently being experienced on the ALR lands below the Revelstoke Mountain Resort; however the ALC has indicated that it does not support a review of these lands for exclusion from the ALR. The ALC has indicated that it would only consider a review under the following conditions.

- specific information is provided as to the capacity of non ALR land in the City of Revelstoke to accommodate growth (i.e. more land is required to service growth pressures); and
- the land is proposed for incorporation into the City of Revelstoke.

Recognizing the current ALR status, lands within the ALR south of Revelstoke are to be designated Small Holdings (SH).

4.4.10 Residential properties in the south Revelstoke area that are not in the ALR will be designated for Rural Residential 2 use with a minimum parcel size of 2 ha from the City of Revelstoke to Montana Creek. Residential properties south of Montana Creek are designated as Small Holdings and intended for large lot rural residential and agricultural use. Properties in the South Revelstoke area, including those south of Montana Creek, which are excluded from or subdivided within the ALR, may be considered for redesignation to Rural Residential 2

4.4.11 Parcels in all areas south of Revelstoke will be independently serviced with water and sewer. Minimum parcel sizes 2 ha can only be achieved where provincial water and sewer servicing standards can be met.

4.4.12 Consider supporting the South Revelstoke Ratepayers Association as a registered non-profit society through the Electoral Area Grant Process.

Agriculture

10.1 Community Context

Agricultural lands in Electoral Area 'B' are primarily located in the Arrow Lakes Valley. While a detailed agricultural inventory and assessment has not been prepared as part of this plan, it is evident that agricultural opportunities are limited by such factors as market, climate and topography. The area's agricultural limitations were recognized by the ALC when it discontinued support of an agricultural function in the City of Revelstoke. The Regional District recognizes that for similar reasons, some lands in the Electoral Area 'B', particularly in South Revelstoke may also have limitations for agriculture; however, the ALC is not supportive of ALR exclusions at this time.

Although there is limited evidence of existing agricultural activity in the plan area there is a history of agriculture, particularly in the river valleys. The CSRD recognizes this history and the role of the ALC and the plan is supportive of agriculture, particularly where agriculture can contribute to sustainability and local food production.

10.2 Objectives

- 10.2.1 To support the preservation of the agricultural land base where lands have continuing value for agriculture.
- 10.2.2 To promote options for the production and marketing of locally grown foods.
- 10.2.3 To minimize conflicts between agriculture and other land uses.

10.3 Policies

- 10.3.1 The Regional District supports the preservation, maintenance and enhancement of lands for agricultural use within the Agricultural Land Reserve. Current Agricultural Land Reserve designations are inventoried in Schedule C.
- 10.3.2 When considering applications for intensive agriculture in the ALR the Regional District commits to working with the appropriate agencies to ensure that conflicts over odour, dust and noise are minimized.
- 10.3.3 Agriculture, including but not limited to agricultural food production, forage crops, livestock operations and accessory commercial uses, is permitted in the Rural Resource, Small Holdings, and Rural Residential 2 designations.
- 10.3.4 Second dwellings for farm help are supported in association with agricultural land use in the ALR.
- 10.3.5 The Regional District supports small local market garden enterprises, including on-site sales as a means of encouraging local food production.
- 10.3.6 The CSRD will encourage the Ministry of Agriculture to implement an area-specific education program dealing with environmental protection from agricultural activity.
- 10.3.7 The CSRD will encourage the Ministry of Environment to enforce the provisions of the Waste Management Act and Environmental Protection Regulation in case where poor agricultural practices have a proven effect on a watercourse, groundwater or lake.
- 10.3.8 The CSRD will support the agricultural community in its applications for grant funding for study and/or implementation of area-specific, environmentally sound agricultural practices.

Utilities

13.1 Community Context

South Revelstoke

The only community water system in the South Revelstoke area (Thomas Brook Community Water System) services approximately 10 properties. The watershed protection area for Thomas Brook is within the Revelstoke Mountain Resort development area. Most of the remaining properties rely on private wells and other surface stream intakes. Watershed protection is therefore necessary. As part of the Revelstoke Mountain Resort development, the Resort Agreement, Schedule I, includes conditions to recognize the need for long access to quality domestic water supplies as follows.

- If the Development (Revelstoke Mountain Resort) shall adversely affect the domestic water supply (to the extent of the existing quality and quantity) of those regional residential properties which have been identified in the Utility Consultant Reports, then the Developer shall, at the developer's cost, cure the difficulty to that extent by removing the cause or by providing the affected residents with a new water supply.

Water supply has been a significant factor limiting future development in this area. Local residents voiced their concerns about these issues throughout the OCP review process and as part of the public process for the Revelstoke Mountain Resort development approvals. Future development strategies will likely require either connection to a community system or maintenance of large parcel sizes to provide sufficient area for independent on-site wells. Provision of fire protection is also a challenge for this area. The Regional District offers a rural fire suppression service to this area through a contract with the City of Revelstoke. The City will need to be consulted should further subdivision be contemplated in this area. Within this area there are opportunities for boundary adjustments (e.g. City of Revelstoke versus Electoral Area 'B'). A boundary adjustment would present new service delivery strategies.

The CSRD currently offers a rural fire suppression service to the area around Revelstoke through a contract with the City of Revelstoke. This service is recognized and is 911 compliant.

Temporary Use Permits

Temporary use permits may be considered by the Regional Board to allow specific land uses to occur for a short period of time. The permit can contain very detailed requirements such as indicating the buildings that can be used, the time frame of the permit, and other conditions.

14.1 Objectives

There are important objectives that form a framework for the policies.

- 14.1.1 Allow opportunity for the consideration of the issuance of a temporary use permit in order to permit a temporary use to continue while a more suitable location for the use is determined or a rezoning application is completed.
- 14.1.2 Allow opportunity for the consideration of interim activities such as gravel extraction prior to development.
- 14.1.3 Ensure that temporary permits are not considered a substitute for a rezoning application.

14.2 Policies

The specific policies are:

- 14.2.1 Consider the issuance of temporary use permits based upon the following general conditions:
 - a. The use must be clearly temporary or seasonal in nature;

- b. The temporary use should not create an unacceptable level of impact on surrounding permanent uses;
- c. In the case of the discovery of a use already underway that does not conform with zoning regulations, there is either an undertaking to initiate a rezoning application, or, an outline provided of when and how the temporary use in that location will be ended.

14.2.2 Consider applying conditions in the temporary permit such as, but not limited to; the buildings to be used, the area of use, the hours of use, appearance, site rehabilitation, noise control, and means of ensuring compliance.

14.2.3 The issuance of temporary use permits can be considered in all Official Community Plan designations.

Electoral Area B Zoning Bylaw No. 851

Definitions:

HOTEL is the use of land, buildings and structures to provide accommodation on a temporary basis to the travelling public, within a building, and may also contain meeting rooms & restaurant;

LODGE is a building which complies with the definition of a “hotel” except that a lodge does not include a restaurant and areas used for public retail and public entertainment purposes.

3.14 BED AND BREAKFAST

- (1) *A bed and breakfast must comply with the following regulations:*
 - (a) there may be a maximum of one (1) *bed and breakfast* on a *parcel*;
 - (b) a *bed and breakfast* shall not be operated in conjunction with a *vacation rental*;
 - (c) a maximum of three (3) bedrooms in a *single family dwelling* may be used for a *bed and breakfast* and no more than six (6) guests are permitted in a *bed and breakfast* at any one time;
 - (d) a *bed and breakfast* must be operated by a permanent resident of the *single family dwelling* with which it relates;
 - (e) a maximum of one (1) person who is not a resident of the *single family dwelling* may be on the *parcel* at any one time to assist a resident in the operation of a *bed and breakfast*;
 - (f) a *bed and breakfast* shall not produce a nuisance for surrounding residents, including but not limited to noise, light or traffic that is disruptive to surrounding residents quiet and enjoyment of their property;
 - (g) meet all provincial and Interior Health requirements regarding water and sewer servicing; and
 - (h) total signage (excluding framing) used for the purpose of advertising the *bed and breakfast* on each *parcel* shall not exceed 0.5 m² in area. *Signs* shall have a minimum setback of 1 m from *parcel* lines.

3.17 HOME OCCUPATION

- (1) A *home occupation* must comply with the following regulations:
- (a) a *home occupation* must be on the same *parcel* as the *single family dwelling* with which it relates;
 - (b) all *home occupations* on a *parcel*, in total, must be accessory to the *single family dwelling* and the maximum size will be determined in Part 5 of this *Bylaw*;
 - (c) a *home occupation* shall not produce, discharge or emit: smoke (except smoke produced from the heating of the home occupation space), dust, litter, vibrations; odorous, toxic or noxious matter or vapours; heat; glare; radiation; electrical or television interference; or sufficient noise, congestion or traffic to constitute a nuisance offensive to the community;
 - (d) a *home occupation* must be compatible with the character of the area and not present a potential conflict with surrounding properties;
 - (e) a *home occupation* is subject to the provisions of the Agricultural Land Commission Act;
 - (f) outdoor storage and processing associated with the *home occupation* must be completely screened from adjoining properties and highways at a minimum height of 1.8 m, with the exception of daycares and parking;
 - (g) a *home occupation* must be operated by a permanent resident of the *single family dwelling* with which the *home occupation* relates;
 - (h) a maximum of two persons who are not residents of the *single family dwelling* may assist a resident in the operation of all the *home occupations* on the *parcel*;
 - (i) the area used for the display and sale of retail and *wholesale* goods on a *parcel* is limited to 25% of the *floor area* used for the *home occupation* and must be auxiliary and incidental to the *home occupation*;
 - (j) total signage (excluding framing) used for the purpose of advertising the *home occupation* on each *parcel* shall not exceed 0.5 m² in area and 2 m in height if *free standing*. *Signs* shall have a minimum setback of 1 m from *parcel* lines;
 - (k) have all parking associated with the *home occupation* shall be on-site. One *parking space* shall be provided:
 - (i) per 75 m² of area used for the *home occupation*;
 - (ii) per non-resident employee;
 - (iii) in compliance with the dimensions and access requirements as set out in Part 4 of this *Bylaw*, and;
 - (l) a *home occupation* does not include:
 - (i) asphalt batch plant;
 - (ii) *bed and breakfast*, boarding house or any kind of accommodation to the public;
 - (iii) *kennel*;
 - (iv) *medical marijuana production facility*;
 - (v) *restaurant* or similar *use* involving the serving of prepared food or drink;
 - (vi) sand and gravel processing;
 - (vii) *vehicle repair* or maintenance of any kind; or
 - (viii) *vehicle wrecking yard*.

5.6 RURAL RESIDENTIAL 2 - RR2

Principal Uses

- (1) The *uses* stated in this subsection and no others are permitted in the Rural Residential 2 zone as *principal uses*, except as stated in Part 3: General Regulations:
- (a) *agriculture*
 - (b) *day care*
 - (c) *horticulture*
 - (d) *single family dwelling*
 - (e) *standalone residential campsite*

Secondary Uses

- (2) The *uses* stated in this subsection and no others are permitted in the Rural Residential 2 zone as *secondary uses*, except as stated in Part 3: General Regulations:
- (a) *accessory use*
 - (b) *bed and breakfast*
 - (c) *home occupation*
 - (d) *residential campsite*
 - (e) *secondary dwelling unit*

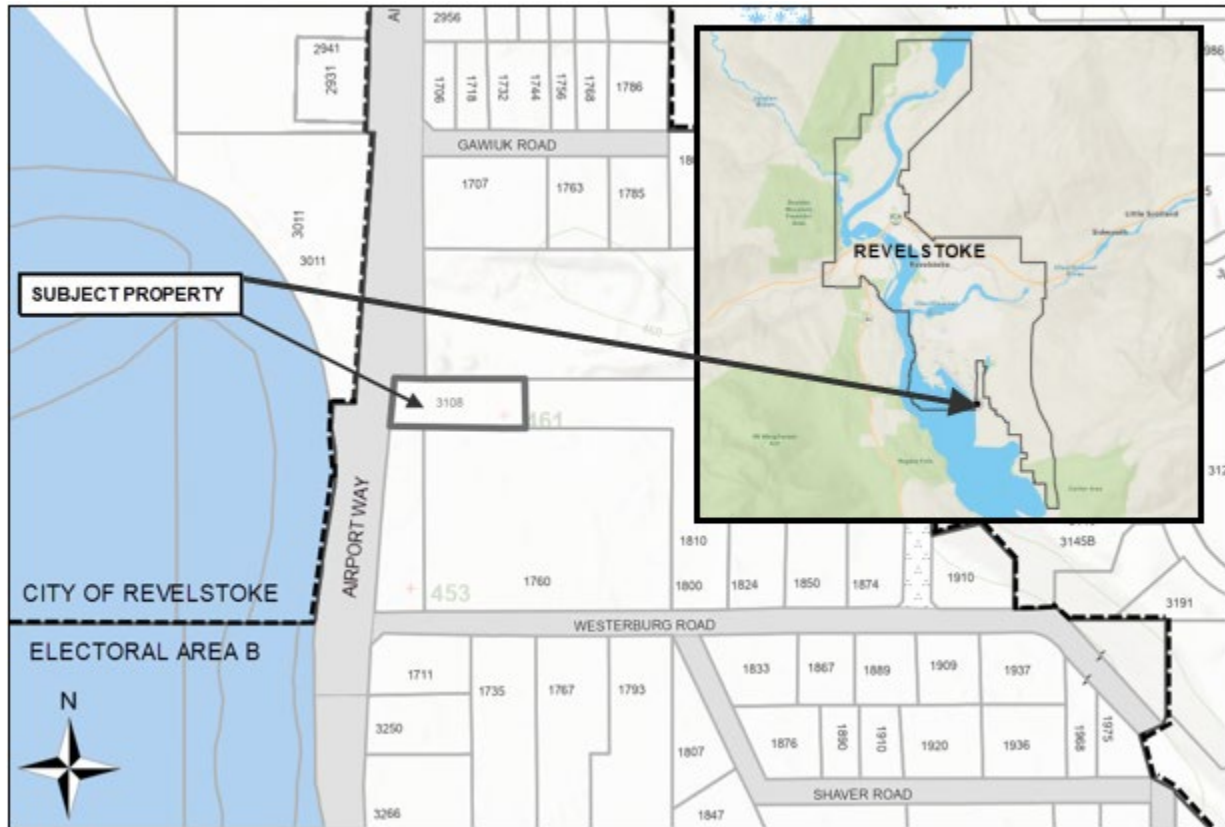
Regulations

- (3) On a *parcel* zoned Rural Residential 2, no land shall be used; no *building* or structure shall be constructed, located or altered; and no plan of *subdivision* approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4: Parking and Loading Regulations.

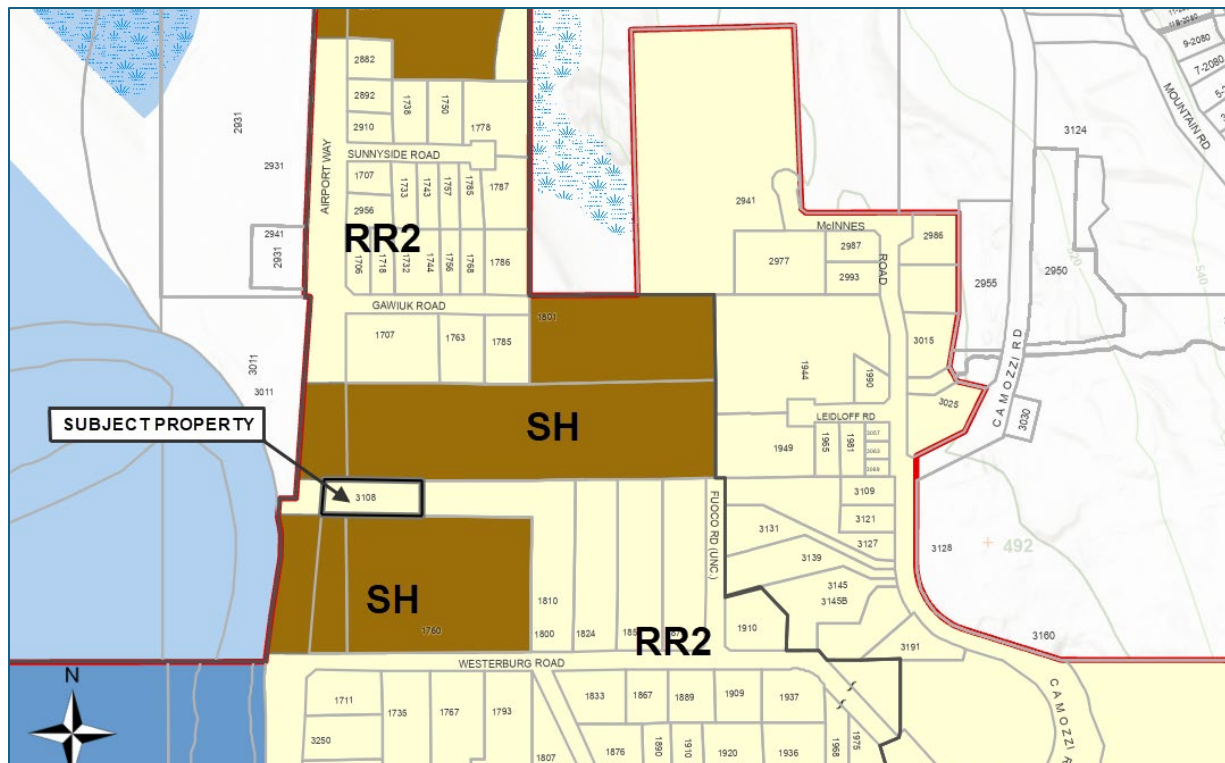
COLUMN 1 MATTER REGULATED	COLUMN 2 REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	2 ha
(b) Minimum <i>parcel</i> width created by <i>subdivision</i>	20 m
(c) Maximum <i>parcel</i> coverage	25%
(d) Maximum number of <i>single family dwellings</i> per <i>parcel</i> (subject to Section 3.7 of this <i>Bylaw</i>)	One
(e) Maximum number of <i>secondary dwelling units</i> per <i>parcel</i> (subject to Section 3.15 of this <i>Bylaw</i>)	One
(f) Maximum <i>height</i> for: <ul style="list-style-type: none"> ▪ <i>principal buildings</i> and structures ▪ <i>accessory buildings</i> 	<ul style="list-style-type: none"> ▪ 11.5 m ▪ 8 m
(g) Maximum <i>gross floor area</i> of <i>secondary dwelling unit</i>	Less than 60% of the <i>floor area</i> of the <i>principal dwelling unit</i> .

(h) Maximum <i>gross floor area</i> of an <i>accessory building</i>	150 m ²
(i) Maximum <i>gross floor area</i> of an <i>home occupation</i>	100 m ²
(j) Minimum <i>setback</i> from: <ul style="list-style-type: none"> ▪ <i>front parcel boundary</i> ▪ <i>rear parcel boundary</i> ▪ <i>rear parcel boundary</i> for an <i>accessory building</i> (excluding <i>secondary dwelling unit</i> or <i>home occupation</i>) ▪ <i>interior side parcel boundary</i> ▪ <i>interior side parcel boundary</i> for a <i>secondary dwelling unit</i> or <i>home occupation</i> ▪ <i>exterior side parcel boundary</i> 	<ul style="list-style-type: none"> ▪ 5 m ▪ 5 m ▪ 3 m ▪ 2 m ▪ 5 m ▪ 5 m

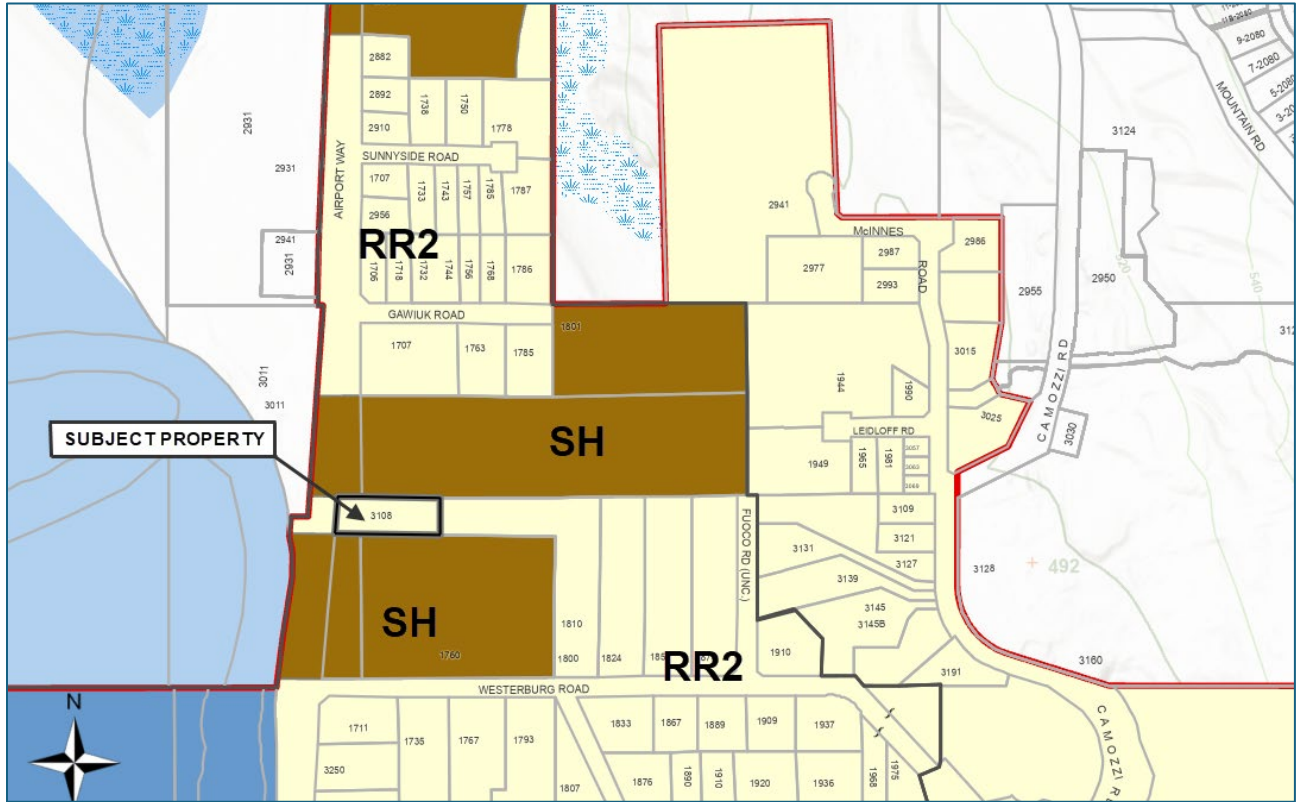
Location: 3108 Airport Way



Electoral Area B Official Community Plan Bylaw No. 850



Electoral Area B Zoning Amendment Bylaw No. 851



Agricultural Land Reserve



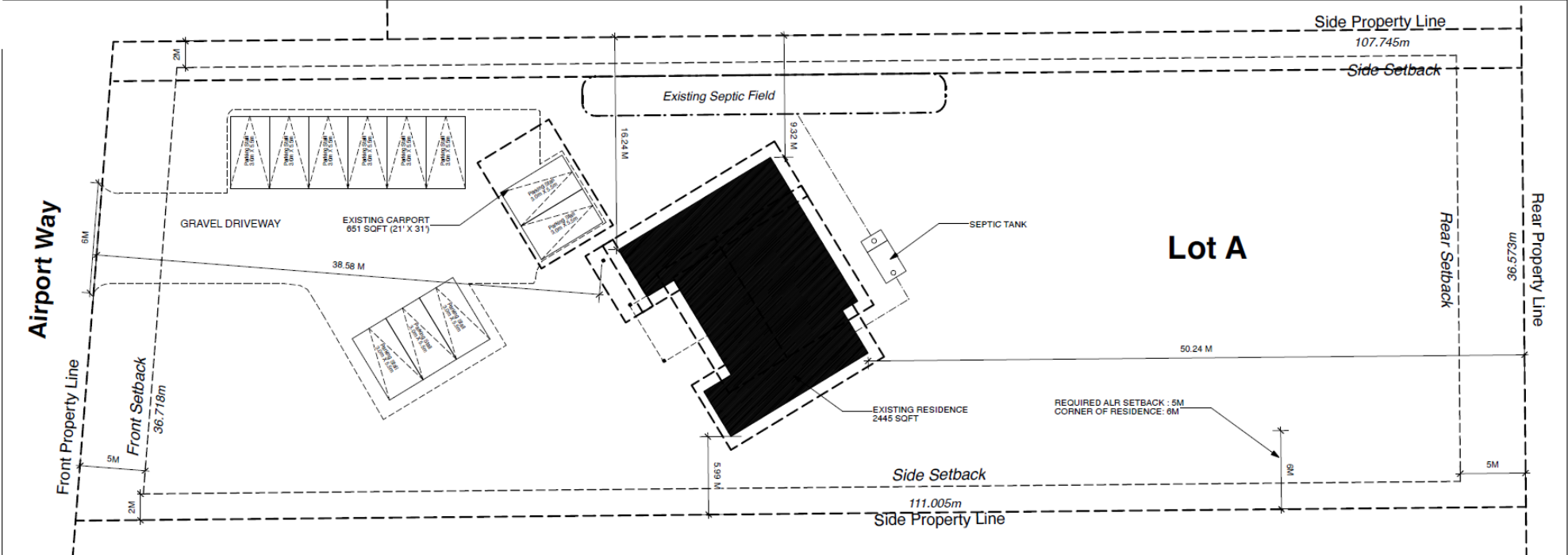
Submitted by applicant 2024-11-18

Site Plan

Scale: 1/16" = 1'-0"

SITE PLAN SCALE:
1:192 (metric)

10M 0M 10M 20M



Orthophotos (June-July 2023)

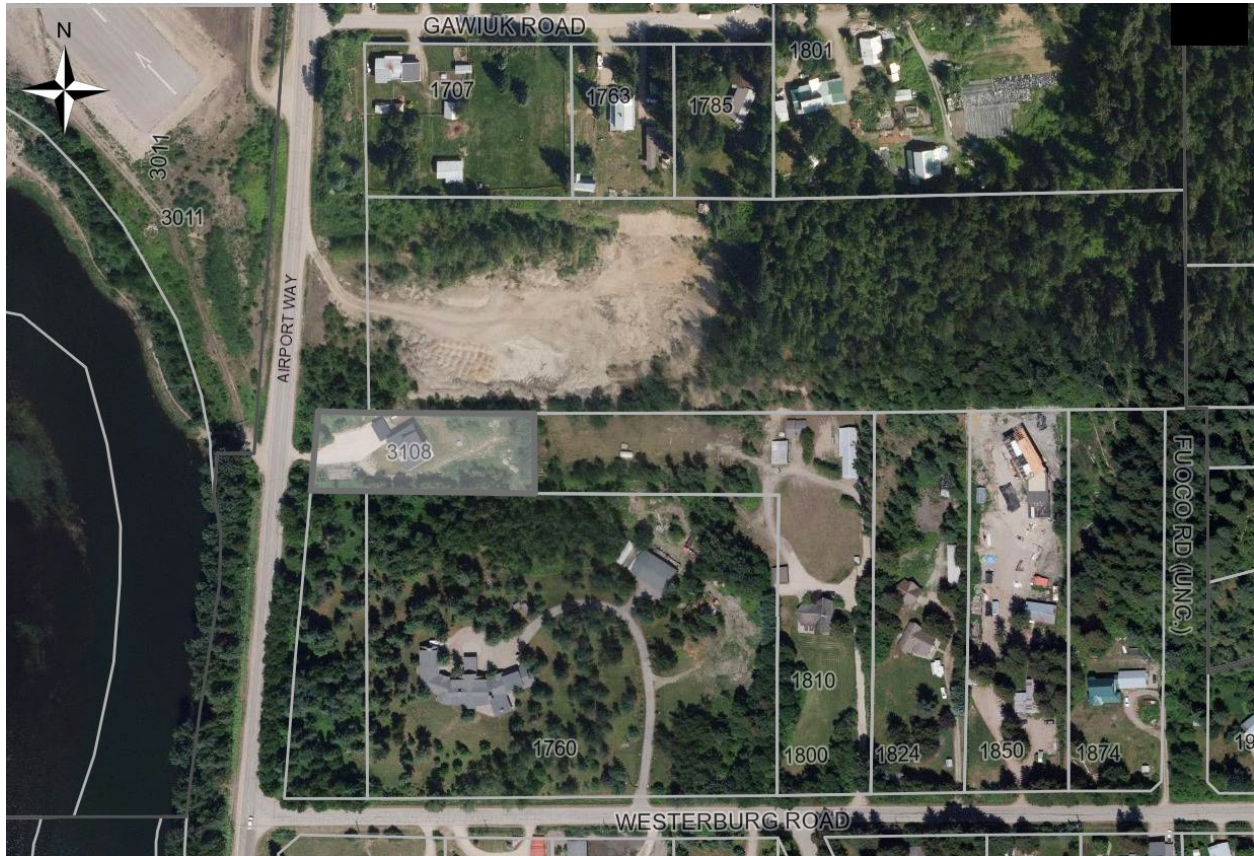


Photo – Lodge (Capow House)





BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area B: Temporary Use Permit No. 850-20
- DESCRIPTION:** Report from Laura Gibson, Planner II, dated January 31, 2025.
1876 Shaver Road, Rural Revelstoke
- RECOMMENDATION:** THAT: in accordance with Section 493 of the Local Government Act, Temporary Use Permit No. 850-20 for Lot 6 Section 11 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan 6304, be authorized for issuance this 20th day of February 2025, for the temporary use of the single detached dwelling as a short-term rental, with issuance subject to the applicant fulfilling the following conditions:
- Proof of adequate short-term rental and liability insurance, with a minimum \$3 million in coverage; and,
 - Registration of a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSR D for any damages arising from or relating to issuance of the Temporary Use Permit.

Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 1876 Shaver Road in Rural Revelstoke. The owners have applied for a Temporary Use Permit (TUP) to seek approval to use the single detached dwelling as a year-round short-term rental (STR) when they are not using the dwelling themselves. If approved, the TUP will allow the STR for up to 3 years.

BACKGROUND:

ELECTORAL AREA:
B

LEGAL DESCRIPTION:

Lot 6 Section 11 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan 6304

PID:
012-466-506

CIVIC ADDRESS:

1876 Shaver Road, Rural Revelstoke

SURROUNDING LAND USE PATTERN:

North = Rural Residential (single detached dwelling)

South = Shaver Road, Rural Residential (single detached dwelling)

East = Rural Residential (single detached dwelling)

West = Shaver Road, Rural Residential (vacant and single detached dwelling)

CURRENT USE:

Single detached dwelling with detached secondary dwelling unit

PROPOSED USE:

Use the single detached dwelling as an STR

PARCEL SIZE:

0.36 ha (0.86 ac)

DESIGNATION:

[Electoral Area B Official Community Plan Bylaw No. 850](#), as amended (Bylaw No. 850)

RR2 – Rural Residential 2

ZONE:

[Electoral Area B Zoning Bylaw No. 851](#), as amended (Bylaw No. 851)

RR2 – Rural Residential 2

SITE COMMENTS:

See attached "TUP850-20_Maps_Plans_Photos.pdf". The subject property is bordered by Shaver Road on two sides and private properties to the north and east. The existing single detached dwelling is surrounded by trees to the north, east, and west. There is a secondary dwelling unit on the property which is a mobile home and has a long-term tenant.

BYLAW ENFORCEMENT:

There is a history of bylaw enforcement on the subject property related to a TUP for an STR that was operating by the former property owners in contravention of Bylaw No. 851. The former property owners had applied for a TUP for an STR (which was not initiated by bylaw enforcement; no complaints had been received). The CSRD Board approved for issuance a TUP subject to a number of conditions but because the former property owners never fulfilled the conditions, the TUP was never issued. The former owners were continuing to operate the STR during that time. Bylaw enforcement staff contacted the former property owner who said that they were in the process of selling the property. The property has since sold and the new owners are taking the steps to seek approval for an STR in the existing single detached dwelling. The new owners have not continued with the STR operation in the meantime.

POLICY:

See attached "TUP851-20_BL850_BL851_Excerpts.pdf". Bylaw No. 850 policies include that TUPs may be considered by the Regional Board to allow specific land uses to occur for a short period of time. The permit can contain very detailed requirements such as indicating the buildings that can be used, the time frame of the permit, and other conditions. Bylaw No. 850 also states that vacation rentals (STRs) shall first be considered on a three year trial bases by the use of a temporary use permit.

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

Background

The CSRD previously approved a TUP for the subject property for the former property owners, with issuance subject to several conditions. The former property owners never fulfilled the conditions, and the owner had continued to operate an STR that was not permitted. The property has since been sold to the current property owners, who have not began operating an STR but have applied to seek approval to operate one. The owners do not live in Rural Revelstoke but plan to use the dwelling themselves regularly, therefore they do not wish to rent the dwelling out long-term.

STR Proposal Summary

See attached "TUP850-20_STR_TUP_Form_redacted.pdf". The property owners originally applied to use 4 bedrooms for a maximum of 8 guests for the STR TUP, however, as described further below in this report, the septic system is designed for 3 bedrooms and 6 guests so that is what is now being proposed.

Type of dwelling	Single detached dwelling
Any new construction?	No
Seasonal or year-round use?	Year-round
Number of bedrooms	3
Maximum number of guests	6
Has the STR operated in the past?	Yes, by former owners, without TUP
Will the owner/operator live on the subject property?	No, but long-term tenant in detached secondary dwelling unit is on-site and able to report concerns to the property owners.
Water servicing	Groundwater well
Sewage disposal	Onsite septic system

Additional comments

As described in their letter of rationale submitted with the application, the owners do not live in Rural Revelstoke but plan to use the dwelling themselves regularly, therefore they do not wish to rent the dwelling out long-term (see attached "TUP850-20_Letter_of_Rationale_redacted.pdf"). There is a secondary dwelling unit existing on the subject property (a mobile home) which is occupied by a long-term tenant. The long-term tenant can report concerns relating to the STR to the property owners. In the future, the owner's parents will reside in the detached secondary dwelling unit and will provide oversight of the STR.

The property owners have stated in their application that they have spoken with their neighbours (adjacent properties and those a few homes away) and there have been no concerns or complaints with the past operation of the STR (see attached "TUP850-20_STR_TUP_Form_redacted.pdf"). The CSRD also does not have any record of complaints of the previous STR use operated by the past owners.

Analysis

Bylaw No. 850 includes policies about considerations for TUPs as well as TUPs specifically for STRs. These policies have been incorporated into the CSRD considerations for STR TUPs (for all Electoral Areas).

The following is an analysis of the proposal with respect to the [CSRD considerations for STR TUPs](#).

- a) Is the primary use of the property residential, rural or agricultural?

Yes, the subject property is residential.

- b) Will the STR keep with the residential, rural or agricultural character of the neighbourhood and not cause a nuisance or disturbance?

Yes. The property owners have described in their application how they will maintain the residential character of the neighborhood and avoid the STR causing a nuisance or disturbance to the neighbourhood, including:

- No automatic bookings on rental platform and only allowing guests with high ratings,
- Ensuring guests are aware of the STR rules/TUP conditions,
- Ensuring guests are aware of cameras placed at the exterior doorways, which also allow the owners to confirm maximum occupancy is adhered to;
- Using a noise monitoring device to proactively manage noise concerns;
- Ensuring guests are aware that parking is required to be on the subject property and not on the road;
- Contracting out regular yard maintenance and snow clearing;
- The tenant of the secondary dwelling unit will provide oversight and notify the property owners by phone if there are concerns related to the STR. In the future, the owner's parents will reside on the subject property in place of the current tenant and continue to provide such oversight. The owners note that this is above and beyond the oversight provided by the previous owner/operators of the STR, for which there were no complaints.

- c) Is the season of use specified in the TUP?

Yes, the proposed STR will be year-round.

- d) Is the STR located within a dwelling unit permitted by the zone that applies to the property?

Yes, the proposed STR is in the existing permitted single detached dwelling.

- e) Is the STR limited to one dwelling unit on the property?

Yes, the proposed STR in the existing single detached dwelling will be the only STR on the subject property. The detached secondary dwelling unit is occupied by a long-term tenant.

- f) Has the applicant confirmed there is no Bed and Breakfast already existing on the property?

Yes, the applicants have confirmed there is no bed and breakfast existing on the subject property.

- g) Have the applicants acknowledged that the STR owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR?

Yes, the property owners have acknowledged that they shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR. The applicant is also required to engage an Authorized Person (i.e. Registered Onsite Wastewater Practitioner or qualified Professional Engineer) to confirm in a

sealed memo that the existing septic system is fit for the proposed use (e.g. performance report or compliance report).

A letter prepared by Rodric Van Woerkom, ROWP, dated November 18, 2024, has been submitted along with this TUP application (see attached TUP850-20_Septic_Assessment_redacted.pdf"). The letter confirms a septic performance inspection was conducted on November 18, 2024, for the current on-site septic system to evaluate the function and sizing of the existing system, its condition, location and operation. The existing system is a Type 1 gravity system and was found to be operating normally as intended by its design. The system is designed for a 3-bedroom home, expecting 6 adults in a single-family setting. While the owners originally proposed 8 guests for this STR TUP application, that planned usage was slightly outside the systems design intent. The letter concludes that two improvements should be made, including replacing of the outlet lid and distribution box lid, and that if the improvements are completed the system will continue to operate in a normal manner for 6 occupants. The property owners will be required to complete the improvements and have them confirmed in writing by the ROWP prior to issuance of the TUP.

- h) Have the applicants acknowledged that the STR owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the STR?

Yes, the property owners have acknowledged they are responsible for providing drinking water to guests. They have also provided test results for a water sample taken from the well October 1, 2024, accompanied by a letter from Assure Property Solutions Inc., dated October 10, 2024, confirming that the water sample was within regulatory limits for potable water.

- i) Have the applicants identified a local contact person who will be available to address issues that may arise any time that STR accommodation is provided?

Yes, the owners have provided a local contact person and confirmed that if the TUP is issued, they will post the name and contact information for that person in a visible place within the STR as well as provide it to owners and tenants of adjacent properties.

- j) Have the applicants provided a complaint response plan detailing how concerns and complaints will be addressed?

Yes, a complaint response plan has been received. See attached "TUP850-20_Complaint_Response_Plan_redacted.pdf".

- k) Has the maximum number of guests permitted in a STR been specified?

Yes, the maximum number of guests for the proposed STR will be six.

- l) Has the quiet time been specified?

Yes, the owners will require a quiet time of 10 PM to 7 AM daily. This will be posted in a visible place within the STR.

- m) Have the owners acknowledged that only one (1) sign advertising the STR may be placed on the subject property? The maximum sign area is 1 m² (0.5 m² for each side).

Yes, the owners have acknowledged that only one sign, a maximum of 1 m², is permitted for

the STR.

- n) Have the applicants identified on-site parking spaces for the STR?

Yes, four off-street parking spaces are available for guest of the STR. The minimum number of required parking spaces for an STR for six guests as outlined in the CSRDs STR TUP considerations is three.

- o) Are the owners aware that the TUP issuance is subject to proof of adequate STR and liability insurance (minimum of \$3 million in coverage)?

Yes, the owners have acknowledged that the TUP issuance is subject to proof of adequate STR and liability insurance (minimum of \$3 million in coverage).

- p) Have the owners acknowledged that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP?

Yes, the owners have acknowledged that TUP issuance is subject to registration of a s. 219 covenant on title releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

- q) The STR should comply within all applicable regulations of the Agricultural Land Commission when located within the Agricultural Land Reserve.

N/A. The subject property is not in the Agricultural Land Reserve.

- r) Has the owner acknowledged that the owner/operator shall be wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the STR?

Yes, the owners have acknowledged they are wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the STR.

- s) Where appropriate, the owner/operator may be required to reside on the property.

Planning staff do not consider it necessary for the owner/operators of the STR to reside on the property. However, the property owners have described how the occupants of the secondary dwelling unit on the property will provide oversight of the proposed STR. Currently the secondary dwelling unit is occupied by a tenant and in the future, it will be relatives of the property owners. Oversight of the STR by other people on the property is helpful in reducing negative impacts to neighbours. Therefore, staff have included occupancy of the secondary dwelling unit by a long-term tenant as a condition of the TUP.

- t) Screening or fencing may be required to address potential impacts of the STR or to address privacy concerns of adjacent properties.

N/A. Planning staff do not consider this a requirement for the subject application. However, written public submissions received may identify concerns that could possibly be mitigated. The Board may choose to include additional conditions in the STR TUP.

- u) Other measures may be required to minimize potential conflicts with neighbouring properties.

N/A. Planning staff do not consider this a requirement for the subject application. However,

written public submissions received may identify concerns that could possibly be mitigated. The Board may choose to include additional conditions in the STR TUP.

Please see attached "TUP850-20_Redacted.pdf" for a list of the conditions that the TUP is subject to if the permit is issued.

If the CSRD Board approves this TUP application, the conditions required to be fulfilled prior to issuance will include:

- Confirmation from Rodric Van Woerkom, ROWP, that the septic system improvements have been completed, as outlined in the septic inspection letter dated November 18, 2024;
- Proof of adequate vacation rental and liability insurance, with a minimum of \$3 million in coverage, and
- Registration of a covenant on title to the subject property pursuant to Section 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

The property owners have acknowledged that the above conditions will be required prior to issuance of the TUP. Proof of renewal of the vacation rental insurance is required on an annual basis, or if there is a change in the registered owners.

APC

The Electoral Area B Advisory Planning Commission was referred to on this TUP application. The meeting minutes are attached (see "APC_Minutes_2024-11-27.pdf"). The APC approved the TUP and noted that was with the understanding that owners or relatives will reside on the property and manage the STR.

Rationale for Recommendation

The property owners have applied for a TUP to use the existing four-bedroom home as an STR for up to 6 guests. Staff are recommending that the Board considering issuance of TUP850-20 for the following reasons:

- The property owners have completed the STR TUP form, addressing and/or acknowledging each of the CSRD considerations for STR TUPs;
- The property owners have prepared plans to reduce the likelihood of the proposed STR causing any negative impacts to nearby property owners, including speaking with their neighbours and developing a complaint response plan;
- The property has the required servicing and parking areas to support the proposed STR use.

IMPLEMENTATION:

If the Board authorizes the issuance of TUP850-20, the property owners will be notified of the Board's decision. Upon proof of adequate STR and liability insurance with a minimum of \$3 million in coverage and registration of a Section 219 covenant indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP, the TUP will be issued, and notice will be registered to the title of the subject property.

Prior to the expiration of TUP850-20, the property owners have the option to apply for a one-time renewal for up to another 3-year term. Prior to the expiry of that TUP, the property owners have the option to apply for a bylaw amendment to seek rezoning approval to permanently allow for the STR use on the subject property.

COMMUNICATIONS:

Neighbouring property owners will have first become aware of the proposal when the applicant posted a notice of application sign on the subject property for the TUP. [Development Services Procedures Bylaw No. 4001-2](#), as amended, requires one notice of application sign for every 400 m of street frontage for a Temporary Use Permit application. The subject property has approximately 110 m of street frontage and requires one sign. The sign was posted on November 13, 2024.

In accordance with the CSRD [Public Notice Bylaw No. 5893](#), a notice will be placed on the CSRD website advising of the deadline for receipt of written comments about the application. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website. In accordance with Development Services Procedures Bylaw No. 4001-2, as amended, staff prepared and mailed notices to all owners of property located within 100 m of the subject property, notifying them of the TUP application and the deadline for written public submissions. Copies of any written public submissions received by the deadline of 4 PM on Tuesday, February 18, 2025, will be provided to the Board on the late agenda.

Advisory Planning Commission (APC)

In accordance with Development Services Procedures Bylaw No. 4001-2, as amended, initial Temporary Use Permit applications are referred to the APC for comment. Currently in the CSRD, only Electoral Area B has an active APC.

The Electoral Area B APC was referred to on this application and their November 27, 2024, meeting minutes are attached ("APC_Minutes_2024-11-27.pdf"). The APC commented that while they are concerned with the number of STRs in Electoral Area B, a best case scenario is achieved by the intent to have relatives live full-time on the property. The APC approves of TUP850-20 with the understanding that the owners or relatives will reside on the property and manage the STR.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

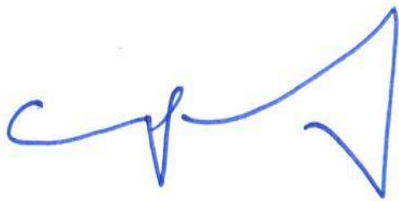
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_TUP850-20.docx
Attachments:	<ul style="list-style-type: none"> - TUP850-20_Redacted.pdf - TUP850-20_BL850_BL851_Excerpts.pdf - TUP850-20_Letter_of_Rationale_redacted.pdf - TUP850-20_TUP_STR_Form_redacted.pdf - TUP850-20_Complaint_Response_Plan_redacted.pdf - TUP850-20_Septic_Assessment_redacted.pdf - APC_Minutes_2024-11-24.pdf - TUP850-20_Maps_Plans_Photos.pdf
Final Approval Date:	Feb 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



TEMPORARY USE PERMIT NO. 850-20

Registered Owner:



As joint tenants

1. This Temporary Use Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies only to the lands described as Lot 6, Section 11, Township 23, Range 2, West of the 6th Meridian, Kootenay District, Plan 6304 (PID: 012-466-506), which property is more particularly shown on the Location Map attached hereto as Schedule A.
3. The owner has applied for a Temporary Use Permit for use of the existing single detached dwelling as a short-term rental (STR), as shown on the Site Plan attached hereto as Schedule B.
4. An STR is defined as the use of a dwelling unit for temporary accommodation on a commercial basis. Temporary means less than four (4) consecutive weeks.
5. The use authorized by this Temporary Use Permit may be carried out only in accordance with the terms and conditions set out herein.
6. If the terms of this permit are not adhered to, this permit may be revoked prior to the expiry date of the permit.
7. In addition to the permitted uses in the RR2 - Rural Residential 2 zone in the Electoral Area B Zoning Bylaw No. 851, the single detached dwelling on the subject property may be used as a STR, subject to compliance with the following conditions:

- a) STR is permitted year-round;
 - b) STR is limited to the single detached dwelling at 1876 Shaver Road;
 - c) Maximum number of guests is six (6);
 - d) Maximum number of bedrooms used for guests is three (3);
 - e) Quiet time is from 10 PM to 7 AM daily;
 - f) STR signage shall be limited to one sign (maximum sign area 1 m²);
 - g) All parking must be accommodated on site, no parking shall occur on Shaver Road. A minimum of three (3) parking spaces must be provided for the STR;
 - h) The owner is wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by operation of the STR;
 - i) The clear posting of the following information in the STR at a site accessible and visible to guests:
 - the owner or local contact person information, with availability or accessibility by phone 24 hours a day and 7 days a week;
 - clear noise rules and quiet times (10 PM - 7 AM Daily);
 - emergency call number: 9-1-1; and
 - safe storage and management of garbage;
 - j) The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the STR;
 - k) The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR.
 - l) The secondary dwelling unit on the subject property will be occupied by a long-term tenant.
8. This Temporary Use Permit is subject to proof of adequate vacation rental and liability insurance, with a minimum of \$3 million in coverage, and registration of a covenant on title to the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the Temporary Use Permit. Proof of renewal of the vacation rental insurance is required on an annual basis, or if there is a change in the registered owners.
9. This Temporary Use Permit is also subject to the owner providing the CSRD with a local person's contact information on an annual basis, or if the local person and/or information changes. The local contact person has the responsibility of remedying non-compliance with the TUP conditions or any other issues at the STR property. The name and contact information of the local contact must be posted along with the STR TUP in a visible place within the STR and provided to owners and tenants of adjacent properties (confirmed annually with the CSRD by the owner/operator).

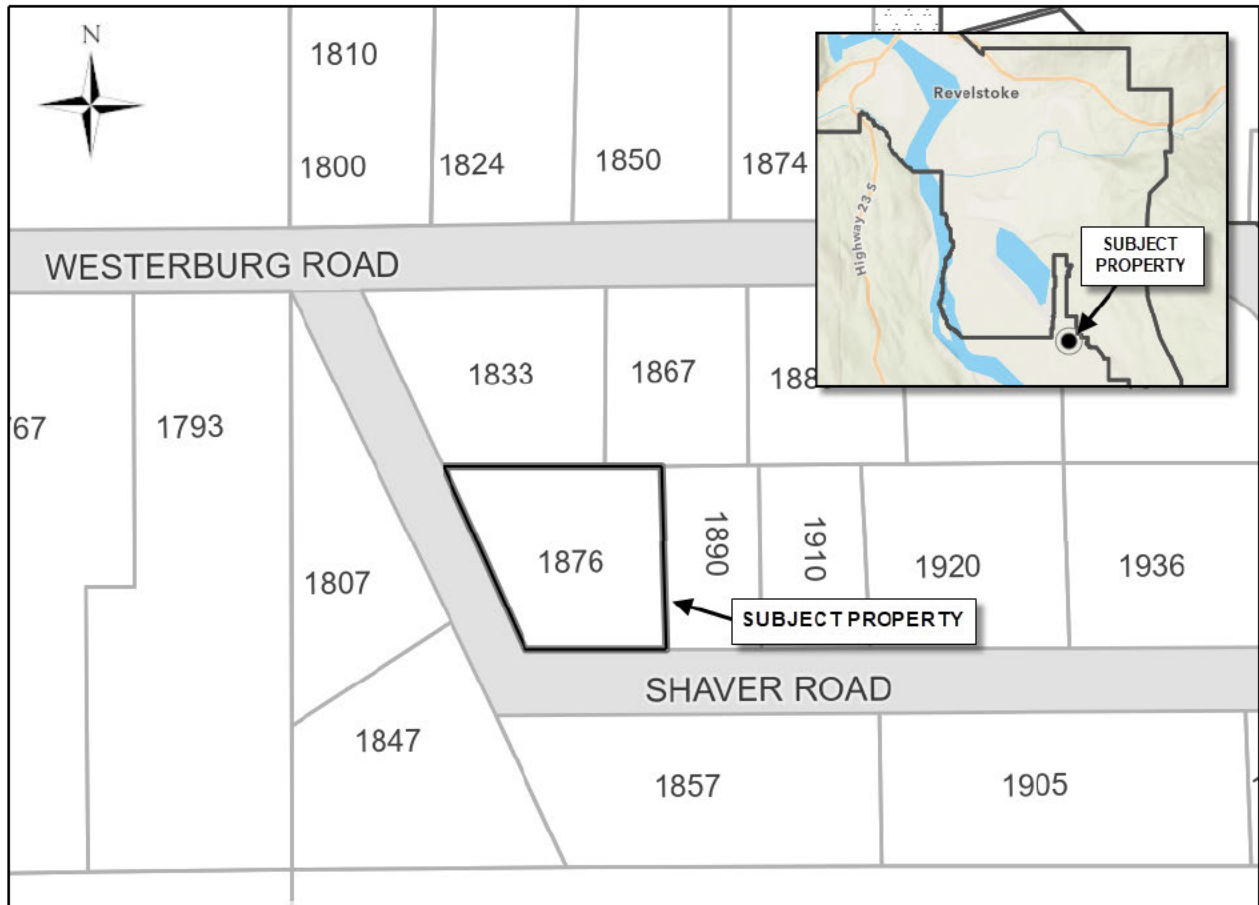
10. This Temporary Use Permit is not a Building Permit, nor shall it be construed as providing warranty or assurance that the property or any of the structures complies with the BC Building Code or any other applicable enactments.
11. Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Agricultural Land Commission, Interior Health Authority, Ministry of Transportation and Infrastructure, Provincial Short-Term Rental Legislation).
12. This permit, issued as per Section 493 of the Local Government Act, is valid from the date of issuance, noted below, 2025, until the same date, 2028 only. This permit may be extended only up to 3 years in duration, upon application and subsequent approval by the CSRD Board of Directors.

AUTHORIZED FOR ISSUANCE by resolution of the Columbia Shuswap Regional District Board on the ____ day of _____, 2025

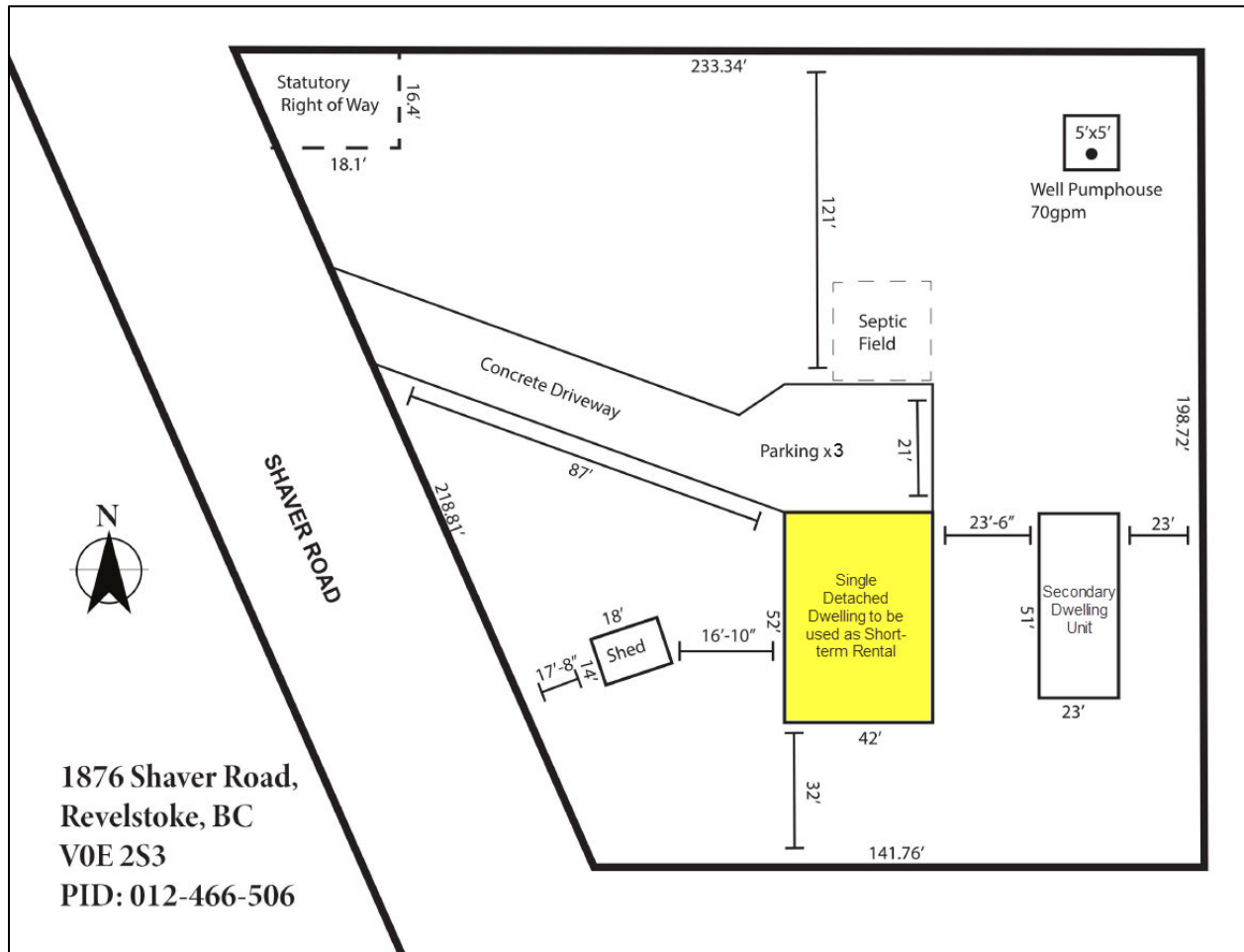
and ISSUED on the ____ day of _____, 2025

CORPORATE OFFICER

Schedule A Location Map



Schedule B Site Plan



**Relevant Excerpts from Electoral Area B Official Community Plan Bylaw No. 850 and
Electoral Area B Zoning Bylaw No. 851**

(See [Electoral Area B Official Community Plan Bylaw No. 850](#)
and [Electoral Area B Zoning Bylaw No. 851](#) for all policies and zoning regulations)

Electoral Area B Official Community Plan Bylaw No. 850

4.3.34 Vacation Rentals allow the use of temporary accommodation in residential areas on a commercial basis and are regulated either by a temporary use permit or through the zoning bylaw.

Vacations Rentals shall:

- a. first be considered on a three year trial basis by the use of a temporary use permit (refer to Section 14);
- b. not create an unacceptable level of negative impact on surrounding residential uses;
- c. comply with all applicable regulations of the Provincial Agricultural Land Commission when located within the Agricultural Land Reserve;
- d. be subject to local health authority requirements; and,
- e. be subject to all Ministry of Transportation and Infrastructure Access Permit requirements.

Electoral Area B Zoning Bylaw No. 851

Part 1: Definitions

VACATION RENTAL is the use of a residential dwelling unit or secondary dwelling unit for temporary accommodation on a commercial basis.

TEMPORARY means less than four (4) consecutive weeks.

Part 3: General Regulations

3.15 Secondary Dwelling Unit

1. Where permitted in a zone, the number and type of secondary dwelling unit is determined by the parcel size and level of service:

<1 ha with onsite sewage disposal: dwelling unit	1	attached or detached secondary
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Part 5: Zones

5.6 Rural Residential 2 – RR2

Principal Uses

(1) The uses stated in this subsection and no others are permitted in the Rural Residential 2 zone as principal uses, except as stated in Part 3: General Regulations:

- (a) agriculture
- (b) day care
- (c) horticulture
- (d) single detached dwelling
- (e) standalone residential campsite

Secondary Uses

(2) The uses stated in this subsection and no others are permitted in the Rural Residential 2 zone as secondary uses, except as stated in Part 3: General Regulations:

- (a) accessory use
- (b) bed and breakfast
- (c) home occupation
- (d) residential campsite
- (e) secondary dwelling unit

Regulations

(3) On a parcel zoned Rural Residential 2, no land shall be used; no building or structure shall be constructed, located or altered; and no plan of subdivision approved; that contravenes the regulations stated in this subsection, except as stated in Part 3: General Regulations and Part 4: Parking and Loading Regulations.

- | | |
|--|---|
| (d) Maximum number of single detached dwellings per parcel | One |
| (e) Maximum number of secondary dwelling units per parcel | Subject to
Section 3.15
of this bylaw |

[REDACTED] and [REDACTED]
[REDACTED]
[REDACTED]
Email: [REDACTED] and [REDACTED]

October 1, 2024

Planning Department
Columbia Shuswap Regional District
555 Harbour Front Drive NE
Salmon Arm, British Columbia, V1E 4P1

Dear CSRD Planning Department,

We are sending this letter as part of our Temporary Use Permit (TUP) application for 1876 Shaver Road in Revelstoke. We are seeking approval to offer year-round short-term rentals while we are not utilizing the log home at 1876 Shaver Road for our personal vacation use. Specifically, we are seeking approval to offer short-term rentals for up to 8 individuals in our 4-bedroom log home. Given that we will utilize the property regularly for personal use, offering it as a long-term rental isn't feasible. By offering short-term rentals, we can help meet the demand for tourist accommodations in Revelstoke, supporting the local economy. Additionally, this could ease pressure on other homes, making more properties available for long-term renters.

If we receive approval, we will limit rental opportunities to responsible groups of people; for example, we will not allow automatic booking on short-term rental websites (e.g., AirBnB) and will require that individuals send us a request to book, with detailed information on how many individuals will be staying. This strategy will allow us to only offer rental opportunities to individuals with high guest ratings. We will require that guests adhere to quiet time expectations from 10 pm – 6 am. We will ensure that guests are aware of cameras placed at each exterior door on the log house, which will allow us to monitor the home (e.g., safety, ensuring that the maximum occupancy is being adhered to). Although we do not expect to encounter noise concerns (i.e., the previous owners hosted short-term rentals at this location for over 3 years with no complaints, neighbors have communicated directly with us that they have had no concerns with short-term rentals at 1876 Shaver Road), we will also install a noise monitoring device to allow us to proactively manage any noise concerns. Guests will be limited to parking in the driveway (not on the road). We will limit vacation rental signage to one sign and will ensure that all garbage (including yard waste) and recycling is properly disposed.

Additionally, in consultation with the planning department, we will post (and cover the cost of) a Notice of Application sign at 1876 Shaver Road for at least 30 days before the Board meeting. Further, we have adequate vacation rental and liability insurance (i.e., 3 million coverage) through Insure BC, which we have attached to this application. We will maintain and provide proof of adequate sewage disposal and potable water; we attached our recent invoice for septic pumping (completed on Sept 19, 2024, 2 weeks after taking possession of the property) and sent well water testing on October 1, 2024; we can provide the well water results when we receive them. We will also meet the CSRD's requirements by registering a covenant on title with the aim of releasing and indemnifying the CSRD for any damages arising from or relating to the issuance of the TUP.

Please do not hesitate to contact us for further information or clarification.

Sincerely,


 and 




COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1
 T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | E: plan@csrd.bc.ca | www.csrd.bc.ca

SUPPLEMENTARY APPLICATION FORM FOR A TEMPORARY USE PERMIT FOR A SHORT-TERM RENTAL (VACATION RENTAL)

This is a supplementary application form to be filled out in addition to the main [Online Planning Application Form](#) (or [PDF planning application form](#)) by applicants who are applying for a Temporary Use Permit (TUP) for a short-term rental (STR) (also known as a vacation rental).

The information on this form will be used by the Planner in preparing the staff report and permit for the Board's consideration. The checklists on pages 4 & 5 are intended to clearly outline to the applicant what is involved with a STR TUP application. Please contact plan@csrd.bc.ca or 250-832-8194 if you have any questions.

Please refer to the [Short Term Rental Temporary Use Permit Considerations](#) for guidance on what the CSRD considers when reviewing TUP applications for STRs.

TO BE FILLED OUT BY THE APPLICANT/AGENT

Short-Term Rental (STR) Information:	
Is this STR proposed, currently operating, or has it operated in the past?	<input type="checkbox"/> Proposed <input type="checkbox"/> Currently operating (please comment below on date STR started) <input checked="" type="checkbox"/> Operated in the past (please comment below on dates operated) Comments: Prior to us receiving ownership of the property on Sept 4 2024, the previous owners hosted short-term rentals at this location for over 3 years with no complaints.
What type of building is the STR located in?	<input checked="" type="checkbox"/> Single detached dwelling <input type="checkbox"/> Attached secondary dwelling unit (e.g. suite within single detached dwelling) <input type="checkbox"/> Detached secondary dwelling unit (e.g. cottage or carriage house) <input type="checkbox"/> Other (please specify) Comments:
Is the STR located in an existing or proposed building? (Is any new construction or renovations proposed?)	<input checked="" type="checkbox"/> Existing building <input type="checkbox"/> Proposed building <input type="checkbox"/> Other (please specify) Comments:
Will the STR be seasonal or year-round?	<input checked="" type="checkbox"/> Year-round <input type="checkbox"/> Seasonal (please specify, e.g. March 1 to October 31) Comments: We are seeking approval to offer year-round short-term rentals while we are not utilizing the log home at 1876 Shaver Road for our personal use.

<p>How many bedrooms are in the STR?</p>	<p> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> Other (please specify) </p>
<p>What is the maximum number of allowable guests?</p>	<p>Comments: We will allow 8 guests or less.</p>
<p>How many off-street parking spaces will be provided for the STR on the subject property? Please indicate locations on the site plan. A minimum of 2 parking spaces required if 1-4 guests, 3 for 5-8 guests, and 4 for 9-10 guests (in addition to parking requirements for other uses on the subject property). Off street means on the subject property, not along an adjacent public roadway.</p>	<p>Comments: Although we will rent to a maximum of 8 guests, there is adequate off-street parking (on a large driveway) for 4 vehicles. Guests will be limited to parking in the driveway.</p>
<p>How is the property serviced for water? Note: The STR owner/operator is required to provide drinking water to guests as required by Interior Health.</p>	<p> <input checked="" type="checkbox"/> Groundwater well <input type="checkbox"/> Surface water <input type="checkbox"/> Community water system <input type="checkbox"/> Other (please specify) </p> <p>Comments:</p>
<p>How is the property serviced for sewage disposal? Note: Documentation to confirm adequate sewage disposal for the subject property is required.</p>	<p> <input checked="" type="checkbox"/> Onsite septic system <input type="checkbox"/> Community sewer system </p> <p>Comments:</p>
<p>If the STR is currently operating or has operated in the past, have you received any complaints from neighbouring property owners? (e.g. noise, parking)</p>	<p> <input type="checkbox"/> Yes (please describe the nature of the complaint and how it was or will be addressed) <input checked="" type="checkbox"/> No </p> <p>Comments: There have been no complaints from neighboring property owners. Specifically, we confirmed this with Jan Thingsted from the CSRD in July 2024, before we completed the purchase of the property; Jan confirmed that there have not been any complaints. Additionally, we have connected with adjacent neighbors (as well as neighbors that are a few houses away), who have confirmed that there have been no concerns or complaints with short-term rentals at 1876 Shaver Road.</p>

<p>If the STR is proposed, have you discussed your STR application with the owners and/or tenants of adjacent properties and other neighbours?</p>	<p><input checked="" type="checkbox"/> Yes (please describe the feedback received) <input type="checkbox"/> No</p> <p>Comments: Yes, we have communicated with multiple neighbors (adjacent and a few houses away) and they have communicated that there have not been any concerns with short-term rentals at 1876 Shaver Road.</p>
<p>What measures will you take to maintain the character of the neighbourhood and avoid the STR causing a nuisance or disturbance to neighbours?</p>	<p>Comments: We will limit rental opportunities to responsible groups of people; for example, we will not allow automatic booking on short-term rental websites (e.g., AirBnB) and will require that individuals send us a request to book, with detailed information on how many individuals will be staying. This strategy will allow us to only offer rental opportunities to individuals with high guest ratings. We will ensure that guests are aware of quiet time expectations from 10 pm – 7 am. We will also ensure that guests are aware of cameras placed at each exterior door on the log house, which will allow us to monitor the home (e.g., safety, ensuring that the maximum occupancy is adhered to). Although we do not expect to encounter noise concerns (give that the previous owners offered short-term rentals for multiple years and never received complaints), we will also install a noise monitoring device to allow us to proactively manage any noise concerns. Guests will be limited to parking in the driveway (not on the road). We will limit vacation rental signage to one sign and will ensure that all garbage (including yard waste) and recycling is properly disposed. This is our dream property, and we are committed to ensuring that it is exceptionally maintained (e.g., in addition to hiring local companies to provide snow removal and yard care, we will visit the cabin multiple times monthly to monitor, and care for, the property). Our priority is to respect the neighborhood; although we do not anticipate any concerns or disturbances, if any arise, we will promptly communicate with guests and require that the disturbance stop immediately or that they vacate the property.</p>
<p>Will the owner/operator of the STR live on the subject property?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Other (please specify)</p> <p>Comments: Although [REDACTED] and [REDACTED] will not reside full-time at the property, they will visit the property frequently (year round) as a vacation home. In addition to [REDACTED] and [REDACTED] being available by phone 24/7, a long-term tenant currently resides on the property and will provide direct oversight (e.g., monitor for any concerns, in-person availability to short-term renters if needed) and communicate with [REDACTED] and [REDACTED] immediately by phone. Further, in 2025, [REDACTED] will reside on the property (and buy into the property as co-owners), in place of the current tenant. This oversight is above and beyond what was provided by the previous owners, who did not encounter any neighborhood concerns or disturbances.</p>

NEXT STEPS – PLEASE CHECK TO ACKNOWLEDGE:

Prior to consideration of the TUP application by the CSRSD Board:		Please check to acknowledge:
1	The applicant must post at least one Notice of Application sign on the subject property a minimum of 30 days prior to the Temporary Use Permit application being considered by the CSRSD Board, in accordance with Development Services Procedures Bylaw No 4000-2 as amended. The cost of the sign is the responsibility of the applicant. The Planner assigned to the file will explain and assist with the wording for the sign.	<input checked="" type="checkbox"/>
2	<p>As part of a Temporary Use Permit (TUP) application for a short-term rental, documentation to confirm adequate sewage disposal for the subject property is required. Proper sewage treatment and disposal is an important consideration of public health. When a sewage treatment and disposal system is not adequately sized or functioning correctly, it can pollute water sources, damage natural habitats, and cause serious illness.</p> <p>The applicant is required to engage an Authorized Person (i.e. Registered Onsite Wastewater Practitioner or qualified Professional Engineer) to confirm in a sealed memo that the existing septic system is fit for the proposed use (e.g. performance report or compliance report). The memo should include confirmation of the number of people and the number of bedrooms the short-term rental can accommodate based on the existing septic system. The memo must be received by the assigned Planner prior to consideration of the TUP by the CSRSD Board.</p> <p>If any repairs or improvements to address deficiencies are identified in the memo, they must be completed and confirmed in writing by the Authorized Person before the TUP will be issued. The costs of the sealed memo and any required repairs or improvements to the septic system are the responsibility of the applicant.</p>	<input checked="" type="checkbox"/>
3	Planner will send out notices to properties within 100 m of the property subject to the TUP application and place advertisements in two consecutive issues of a local newspaper notifying the public about the STR TUP application and how to submit a written public submission for the CSRSD Board's consideration. This cost is included in the application fee.	<input checked="" type="checkbox"/>
4	The property owner must provide to the CSRSD a local person's contact information who has the responsibility of remedying non-compliance with the TUP conditions or any other issues at the STR property. (This will be confirmed on an annual basis with the CSRSD.)	<input checked="" type="checkbox"/>
5	A complaint response plan detailing how concerns and complaints will be addressed shall be provided.	<input checked="" type="checkbox"/>
If the CSRSD Board approves the Temporary Use Permit, prior to issuance of the TUP:		Please check to acknowledge:
	The applicant must provide proof of adequate vacation rental and liability insurance with a minimum of \$3 million in coverage (to be confirmed annually by submitting a copy of the insurance to the CSRSD). The cost of the insurance is the responsibility of the applicant.	<input checked="" type="checkbox"/>
	The applicant must register a covenant on title for the subject property pursuant to s. 219 of the Land Title Act releasing and indemnifying the CSRSD for any damages arising from or relating to the issuance of the Temporary Use Permit is required prior to issuance of the Temporary Use Permit (CSRSD staff will provide pro-forma covenant for your notary or lawyer to prepare and register on title). The cost of the covenant preparation and registration is the responsibility of the applicant.	<input checked="" type="checkbox"/>
	Any septic system repairs or improvements identified in the sealed memo must be completed and confirmed by an Authorized Person.	<input checked="" type="checkbox"/>

Conditions of the Temporary Use Permit may include:	Please check to acknowledge:
The specified season of use (e.g., April 1 – October 31 or year-round).	<input checked="" type="checkbox"/>
The clear posting of the following information in the STR at a site accessible and visible to guests: <ul style="list-style-type: none"> • the owner or local contact information, with availability or accessibility by phone 24 hours a day and 7 days a week; • clear noise rules and quiet times (10 PM - 7 AM Daily); • emergency call number: 9-1-1; and • safe storage and management of garbage 	<input checked="" type="checkbox"/>
The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to drinking water supplied to occupants of the Short Term Rental.	<input checked="" type="checkbox"/>
The owner/operator shall, during operation of the STR, follow all applicable statutes, regulations and standards applicable to sewage disposal for the dwelling unit used for the STR.	<input checked="" type="checkbox"/>
The STR owner/operator shall identify a local contact person who will be available to address issues that may arise any time that STR accommodation is provided. The name and contact information of the local contact must be provided in the application and must be posted along with the STR TUP in a visible place within the STR and provided to owners and tenants of adjacent properties (confirmed annually with the CSRD by the owner/operator).	<input checked="" type="checkbox"/>
The maximum number of guests (e.g., maximum of 8).	<input checked="" type="checkbox"/>
Quiet time (e.g., 10 PM – 7 AM daily).	<input checked="" type="checkbox"/>
STR signage shall be limited to one sign (maximum sign area is 1 m ²).	<input checked="" type="checkbox"/>
All STR parking must be accommodated on site; no parking shall occur on a public roadway. The number of required STR parking spaces shall be specified.	<input checked="" type="checkbox"/>
The owner/operator is wholly responsible for the proper disposal of all garbage, recycling, and yard waste created by the operation of the vacation rental.	<input checked="" type="checkbox"/>
Issuance of a Temporary Use Permit does not relieve the property owner of the responsibility to comply with applicable acts, regulations, or bylaws of the CSRD, or other agencies having jurisdiction under an enactment (e.g. Agricultural Land Commission, Interior Health, Ministry of Transportation, Provincial STR Legislation, Strata bylaws, any private covenants (e.g. building schemes), easements, etc.).	<input checked="" type="checkbox"/>




 Print name of Owner/Agent


 Digitally signed by 
 Date: 2024.10.31 12:01:39 -07'00'

 Signature of Owner/Agent

10/31/2024

 Date (mm/dd/yy)



 Print name of Owner/Agent


 Digitally signed by 
 Date: 2024.11.04 09:04:57 -08'00'

 Signature of Owner/Agent

11/4/2024

 Date (mm/dd/yy)

Complaint Response Plan for 1876 Shaver Rd

As part of our commitment to being responsible hosts and maintaining good relations with the local community, we have developed this complaint response plan to address any concerns or complaints that may arise from the operation of our short-term rental. If a concern arises, we will promptly respond to ensure that our property operates in a manner that is respectful to the neighborhood and compliant with Columbia-Shuswap Regional District regulations.

1. Contact Information for Concerns and Complaints

We will provide our guests and neighbors with clear contact details to ensure they can easily reach us in case of any issues. Our contact information will be shared as follows:

- **Primary Contact:**

- Name: [REDACTED] and [REDACTED]
- Phone: [REDACTED], [REDACTED]
- Email: [REDACTED], [REDACTED]

Additionally, we will ensure that the following information is clearly posted to ensure that it is **visible and accessible** when guests enter 1876 Shaver Road:

- our personal information (listed above), with availability/accessibility by phone 24 hours a day and 7 days a week;
- clear noise rules and quiet times (10 PM - 7 AM Daily);
- emergency call number (9-1-1); and
- safe storage and management of garbage

2. Complaint Response Time

We are committed to responding to any complaints or concerns promptly. To aid our ability to respond quickly, we will request that neighbors and guests communicate any concerns directly with us via text or phone call, which will allow us to respond within 1 hour. Additionally, the long-term tenant at 1876 Shaver Road will monitor for any concerns (for example, related to noise, parking, garbage/waste management) and will communicate this directly with us. We will be available by phone 24 hrs/day, 7 days/week. We will address complaints promptly and take immediate action to resolve any issues.

3. Steps for Addressing Complaints

a. Noise or Disruptive Behavior

- Quiet hours will be clearly communicated (in the short-term rental ad as well as shared via a sign that is visible and accessible to guests when they enter the property) and enforced between 10 PM – 7 AM.

- If we receive a complaint about noise or disruptive behavior (or receive a notification via our noise decibel monitor) we will contact the guests immediately and ask them to reduce noise levels and/or cease disruptive activity.
- If noise or disruptive behavior persists, guests will be asked to vacate the property.

b. Parking Violations

- We will clearly communicate parking instructions to guests to ensure that vehicles are parked in the driveway at 1876 Shaver Road, not on the public street.
- If a parking complaint is received, we will immediately instruct the guest to move their vehicle to the designated parking area.

c. Garbage or Waste Management Issues

- Proper waste disposal (designated garbage and recycling bins, instructions on where to dispose waste) will be shared with guests to ensure garbage and recycling is handled appropriately.
- If a complaint is received about garbage or waste, we will ensure that the issue is resolved within 24 hours. We will accomplish prompt resolution (i.e., clean up) with the assistance of the long-term tenant or by personally visiting the property to remove any improperly disposed waste.

4. Prevention Measures

- **House Rules:** We will clearly communicate house rules to all guests prior to their stay, including rules about noise, parking, garbage disposal, and general conduct.
- **On-Site Signage:** Important rules such as quiet hours and parking guidelines will be shared digitally and posted inside the property.
- **Screening Guests:** We will implement a guest screening process. We will require that individuals send us a request to book, with detailed information on how many individuals will be staying. We will review their previous ratings and reviews and only offer rental opportunities to people with high guest ratings. This strategy will help ensure that guests are responsible and respectful of the property and neighbors.
- **Limiting Group Sizes to 8:** We will limit the number of guests allowed to stay in the property to 8 people to prevent overcrowding and potential noise or parking issues.

5. Escalation and Reporting

- If any complaints remain unresolved after our initial response, we will take further action, which may include on-site visits, involving local authorities, and/or terminating the rental agreement.
- We will keep a log of all complaints received, the actions taken, and the resolution achieved for each incident.

6. Compliance with Regional Regulations

We will ensure that our short-term rental is in full compliance with the Columbia-Shuswap Regional District's bylaws and Temporary Use Permit requirements. If any complaints are related to non-compliance, we will address them promptly and make any necessary changes to the property or its operation.



It Happens

Septic Design | Installation | Inspection

 ithappens.ca  250.253.2059

Rodric Van Woerkom

Registered Onsite Wastewater Practitioner

1-250-253-2059 email: rodric@ithappens.ca

On Monday November 18th, 2024, we conducted a performance/Compliance inspection of an onsite wastewater system on behalf of [REDACTED]. The description of the property is as follows:

Civic address: 1876 Shaver Rd, Revelstoke B.C.

Attn: [REDACTED]

This letter concludes the results of a septic performance inspection conducted on the current septic system for the 3 bedroom 2048 square feet home located at 1876 Shaver Rd, Revelstoke B.C on November 18th, 2024. The purpose of the inspection was to evaluate the function and sizing of the existing on-site system, its condition, location and operation. This inspection was performed as part of a **Temporary Use Permit Application** of the CSRD. The photos of the septic system can be found at the end of this document.

Type of System Present

This property has a single onsite sewage system that consists of a double compartment plastic septic tank which collects flow from the building. The flow then continues by gravity into a distribution box, then into a dispersal field. The purpose of the dispersal field is to apply the wastewater evenly to the soils under the pipes; this is where the organisms and characteristics of the soil treat the harmful contents in the wastewater. Today this is referred to as a type 1 gravity system.

How to read this

Registered Onsite Wastewater Practitioners (ROWPs) base our operations on standards set out by our governing body, Applied Science Technologists & Technicians of British Columbia (ASTTBC). In the Standards for Private Inspectors guide, we are encouraged to use standard phrases and terms to define our findings; this standard terminology helps add clarity to the readers of the report.

Report audience

This report is primarily intended for the sole benefit of the potential homeowner. However, due to the nature of a home's evolution, these reports may be shared during future real estate transactions, home renovations, or during future maintenance of your septic system. The audience of this report may include homeowners, realtors, lawyers, wastewater practitioners, engineers & governing agencies, among others.

Standard phrases

In this report's Performance Summary (page 2) and Conclusion (page 5) you will find standard phrases that apply to your system in bold letters.

Your System's Performance Summary

This system was found to be operating normally as intended by its design.

System Records

A Permit to Construct dated 2008 was obtained from Interior Health. It indicated that the proposed system was meant to serve a three-bedroom home with a 1363 litre per day design flow, a 1200 US gallon plastic septic tank, to a dispersal field consisting of three trenches of each 15.24m in length. A LOC dated 2008 was provided.

Usage

Future usage - you indicated that 8 adults will be using this system. This system was designed for a 3-bedroom home, expecting 6 adults in a single-family setting; your planned usage is slightly outside the systems design intent.

Flow Arrival Test

Water was run from various fixtures in the dwellings to confirm its arrival in the septic tank. The flow was confirmed to arrive in a normal manner.

Evaluation of the system

The transport pipe- refers to the piping from the building to the septic tank and from the tank downstream to the dispersal system.

Upstream of tank - the transport pipe from the house appeared clear and flowing in a normal manner

Downstream of tank - The flows from the tank to the dispersal system was appeared to be flowing normally.

Septic tank

Location - located about 20 feet north west of the home an 1200 US gallon plastic double compartment septic tank is located about 30 inches deep, with one square 20 inch plastic access lid over the pump out, and a lid over inlet portion of the tank.

Condition - the tank was evaluated using our tank camera. The walls of the tank were relatively clean in good condition and operated normally. The solids in this tank were measured with a sludge judge; they amount to approximately 2% of the tanks volume, indicating that this tank does not need pumping out.

Recommended improvements - The outlet lid was found with a couple cuts inside the lid, affecting its structural integrity. This lid should be replaced.

Pump out frequency

Septic tanks should be pumped when solids accumulate to about 30 - 40 % of the tanks total working volume. Assuming your future usage stayed consistent, with 6 adults over the next few years; I would estimate that this tank may not need pumping for another 2 years. Pump out intervals correlate to tank size, number of occupants and usage patterns. It's best if the levels are checked every two years during regular maintenance visits to stay on top when a pump out is needed and to not pump more often than needed.

Dispersal field

Location -Approximately 15' north west of the septic tank a distribution box was found with three distribution box fed three-inch PVC perforated pipes stretching east to west about 1.9 feet deep at 52 feet of length each.

Condition-The distribution box was found to be operating normally. The lid has a hole inside it.

Recommended improvement-The distribution box lid should be replaced.

Conclusion

At about 16 years old, this system is operating normally. I estimate that if the improvements are completed, the system will continue to operate in a normal manner for a 6 occupants.

Improvements recommended

- 1 The outlet lid was found with a couple cuts inside the lid, affecting its structural integrity. This lid should be replaced.
- 2 The distribution box lid should be replaced.

Next steps

Please contact me during regular business hours with any questions or concerns pertaining to this report. Cost estimates can be provided upon request.

Helpful information

It Happens Wastewater (IHWW) approved helpful information, including septic-friendly cleaning tips, is available at:

<http://www.csr.bc.ca/septicmart/homeowners-guide>

Contacts

A list of Registered Onsite Wastewater Persons (ROWPs) is available through the following link:

<https://owrp.asttbc.org/rowp-finder/>

Respectfully submitted,



Rodric Van Woerkom

Registered Onsite Wastewater Practitioner, IN, MP, PIR

Appendix A

Statement of general conditions

This document does not constitute any form of warranty or guarantee, nor does it provide assurance of continued performance to any degree of the system evaluated. It Happens Wastewater Inc (IHWW) and its agents expressly disclaim any warranty or guarantee anything expressed or implied arising from this septic system evaluation.

Reliance on Provided Information

IHWW has relied on the accuracy and completeness of the information provided by its client the home owner and by other professionals. We are not responsible for any deficiency in this document that results from a deficiency in this information.

Standard of Care

We exercise a standard of care consistent with that level of skill and care ordinarily exercised by members of the profession currently practicing under similar conditions. This information is only our opinion as viewed in the snapshot of time that we were on the site assessing the system.

Review

We recommend that our client engage IHWW to review this document and discuss our conclusions and recommendations.

Limitation of Liability Clause

In all cases the liability of It Happens Wastewater Inc. and/or Rodric Van Woerkom is limited to the fees charged. By accepting and using this report the client accepts IHWW and Rodric Van Woerkom's liability are limited in this way



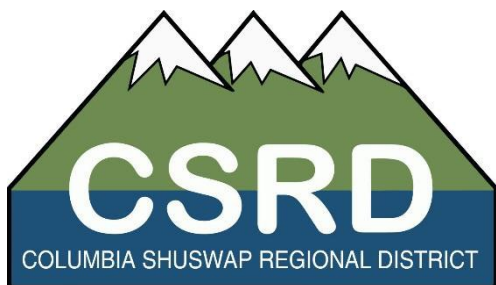
Photo 1. Access to the septic tank



Photo 2. Distribution box.



Photo 3. Main access lid (to be replaced).



**COLUMBIA SHUSWAP
REGIONAL DISTRICT**

MINUTES

**Electoral Area B
Advisory Planning Commission**

DATE: Wednesday 27 November 2024
TIME: 12:00
PLACE: Revelstoke Community Centre
MP1, 600 Campbell Ave
Revelstoke, BC

Members Present:

Brian Gadbois, Mike Cummings, Jim Maitre, Daren Corneliuson

Members Absent – Janis Hooge, Peter Humphreys

CSRD Director – David Brooks-Hill

CSRD Representatives Present: Christine LeFloch and Laura Gibson were available by phone

Guests: Applicant – TUP 850-19; Applicant – TUP 850-20

Call to Order: 1200hrs

AGENDA:

1. Electoral Area B: Temporary Use Permit No.850-19

Legal Description: Lot A Section 14 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan NEP20670

Civic Address: 3108 Airport Way

Summary:

The subject property is located at 3108 Airport Way in Rural Revelstoke in Electoral Area B. The new owners of the subject property would like to operate a lodge in the single detached dwelling on the property. They are proposing to use 8 bedrooms for guests of the lodge, and also provide a room which will be used for on-site staff. A temporary use permit is being sought for this use. If approved, the TUP will allow the property to be used for an 8-bedroom lodge with up to 14 guests for up to three years.

Discussion:

Applicant gave a description of their current ski touring business (CAPOW - Canadian Powder Guiding) that has operating in the Revelstoke area since 2012. They purchased this property to streamline their guest accommodation needs before heading to their mountain lodge on Blanket Glacier. Year-round use will include mountain biking and general vacation rental guests in the non-ski season. A caretaker will live on site. Building design is not conducive to a typical family home. Septic and well development occurred with the previous owner. The well is on the neighbor's property to the south with a legal easement.

Electoral Area B Advisory Planning Commission Minutes – November 27, 2024

Members reiterated their previous concerns from TUP850-11 when the B&B lodge was built with staff agreement on an RR2 property of limited size. The 5-bedroom -10 guests B&B did not meet the CSRD B&B criteria except under the B&B Resort category on major highways which Airport Way is not. Property size does not meet the B&B Resort required size. Property size does not meet the minimum standard for septic and well. The entire South Revelstoke bench has ongoing issues with well water quality. Building setbacks from adjacent properties were not met with the existing building.

Members also expressed their ongoing concern that the neighborhood of South Revelstoke is being eroded away with both legal and illegal Short-Term Rentals. This creep effect of ongoing commercialization of properties will eventually destroy the neighborhood and increase market value beyond affordability for private residence in the RR2 zone.

Members express an appreciation for the new owners of this property as a well-established local business with many local employees. This property will help their business plans into the future and continue to create employment for many locals.

Motion – Brian, Second Daren, that the TUP 850-19 is approved with the encouragement of the owners to use the shortest possible period of time to apply for and obtain an appropriate Special Zoning or Resort Commercial Zoning to accommodate this purpose-built lodge with its intended uses. In favor – 3 Opposed – 1 Carried

Opposed member cited the continued concerns of the APC over the creep effect of Short-Term Rentals and the stretching of the definition of the intent of using a TUP to authorize otherwise non-compliant use of RR2.

2. Electoral Area B: Temporary Use Permit No.850-20

Legal Description: Lot 6 Section 11 Township 23 Range 2 West of the 6th Meridian Kootenay District Plan 6304

Civic Address: 1876 Shaver Rd, Rural Revelstoke

Summary:

The subject property is located at 1876 Shaver Road in Rural Revelstoke. The owners have applied for a Temporary Use Permit (TUP) to seek approval to use the single detached dwelling as a year-round short-term rental (vacation rental) when they are not using the dwelling themselves. If approved, the TUP will allow the short-term rental for up to 3 years. The TUP may be renewed once for another 3-year period.

Discussion

Applicant gave a description of their plan to use this property as a short-term vacation rental when they are not using it themselves. They will be managing the bookings of the rental. A resident in the mobile home in the back of the property has been given an oversight role for management of the vacation rental guests. Previous owners rented to a maximum of 10 guests however their plans are to rent to a maximum of 6 guests. They are making plans to replace the mobile home with a secondary dwelling unit to accommodate a permanent residence for their parents. Their time frame is next year.

Members again expressed concern that South Revelstoke is filling with Short Term Rentals at the loss of the neighborhood. Members reiterated their past concerns that if Short Term Rentals are inevitable then the provincial government policy of requiring the property owner to reside on the property should become the policy of the CSRD. The plan is for the owners' parents to live on the property. The property does not meet the minimum size for both septic and well. The entire neighborhood is on septic and wells and many of the properties are below the required size. Ground water quality has never been good in this area. Using properties for Short Term Rentals increases the septic loading compared to an average single-family home. Members questioned if there were flooding issues with the basement. The owners state they are not aware of basement flooding issues. Member stated that the ground water table hasn't been high in recent years due to low annual Arrow Reservoir elevations.

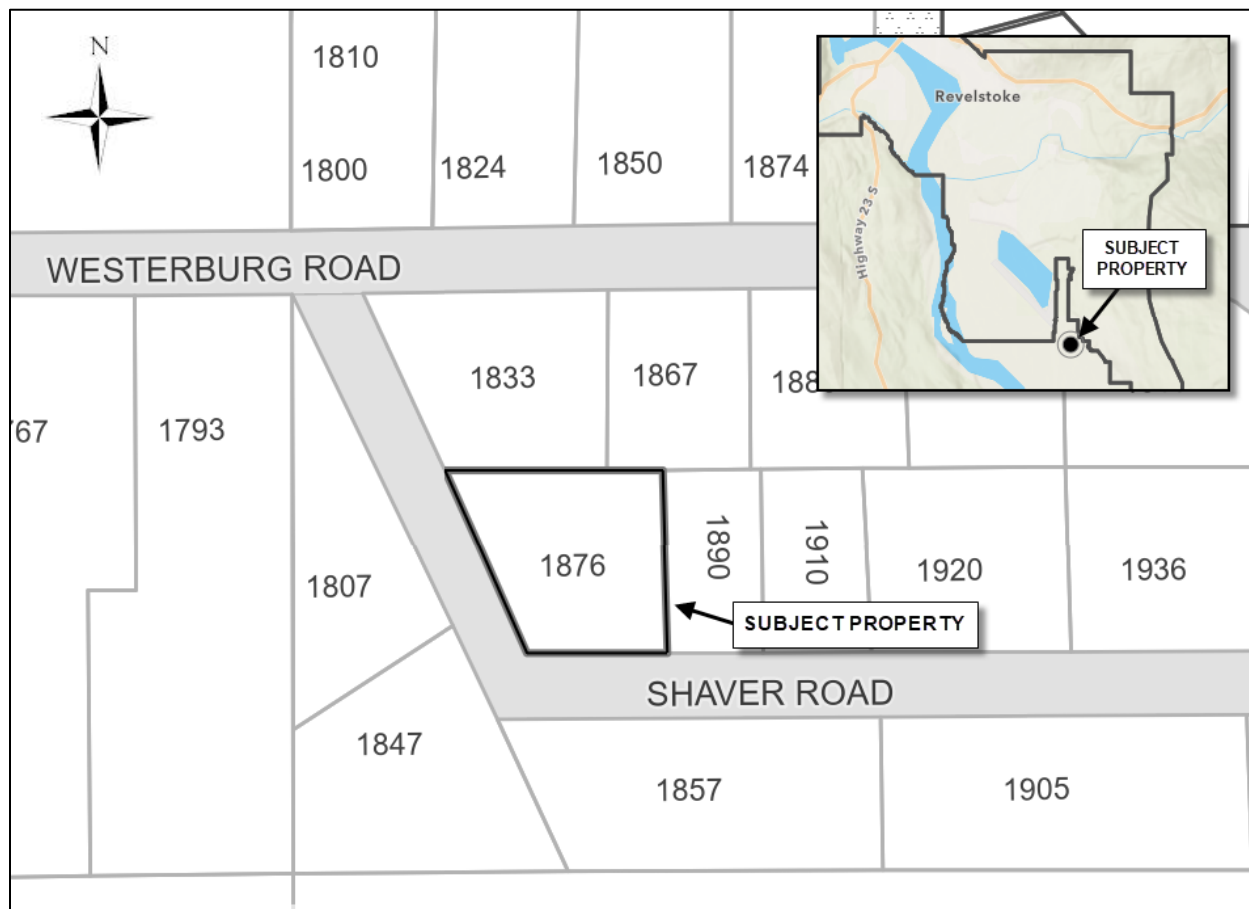
With the intent to have relatives living full time on the property, members felt that the best-case Short-Term Rental will be achieved.

Motion - Daren, Second – Jim to approve the TUP 850-20 with the understanding that owners or relatives will reside on the property and manage the Vacation Rental Operation.

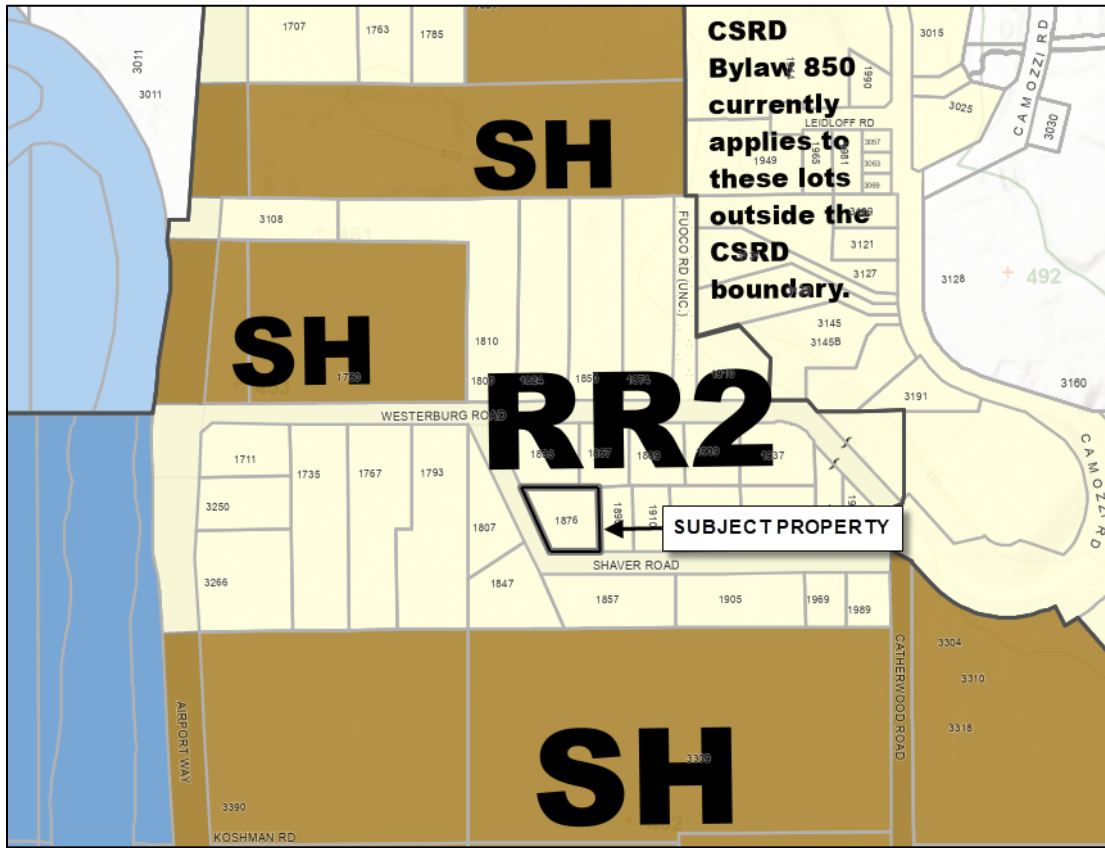
In Favor -4 Opposed – 0

Adjourned – 13:05hrs.

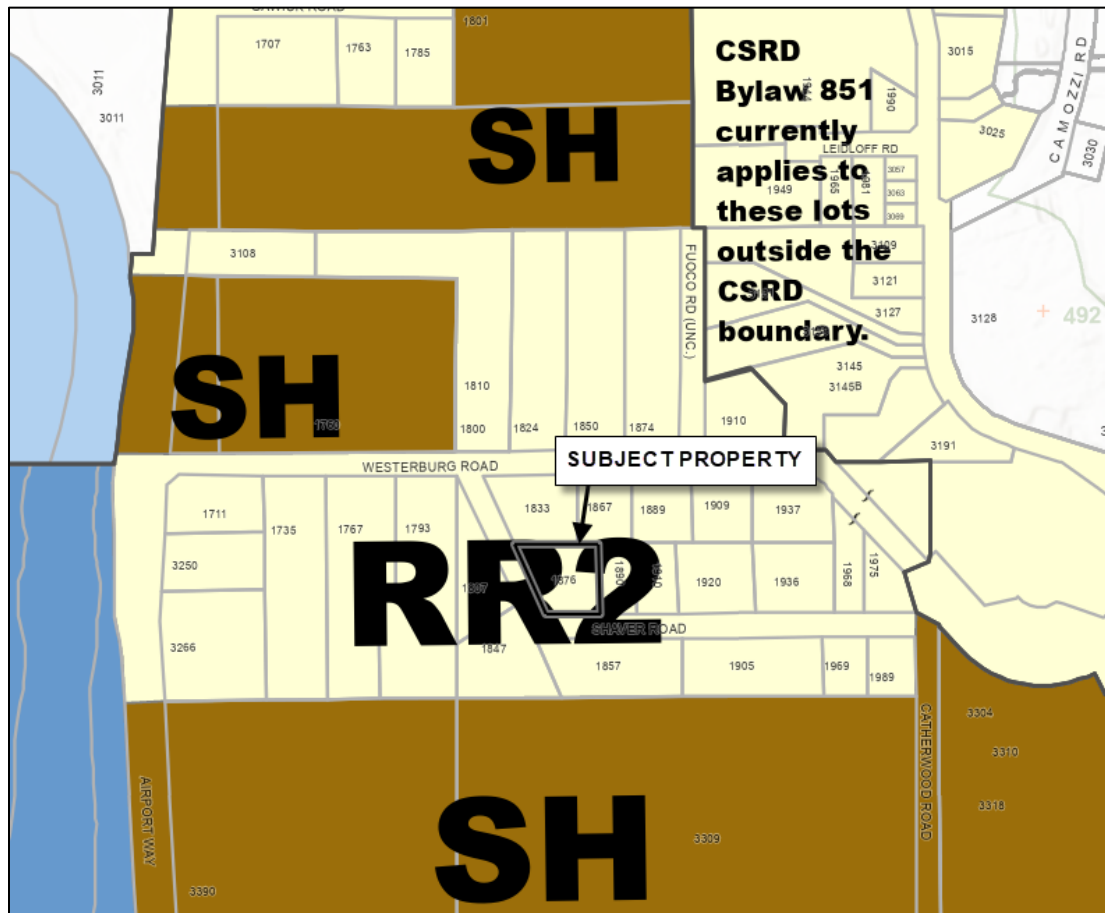
Location



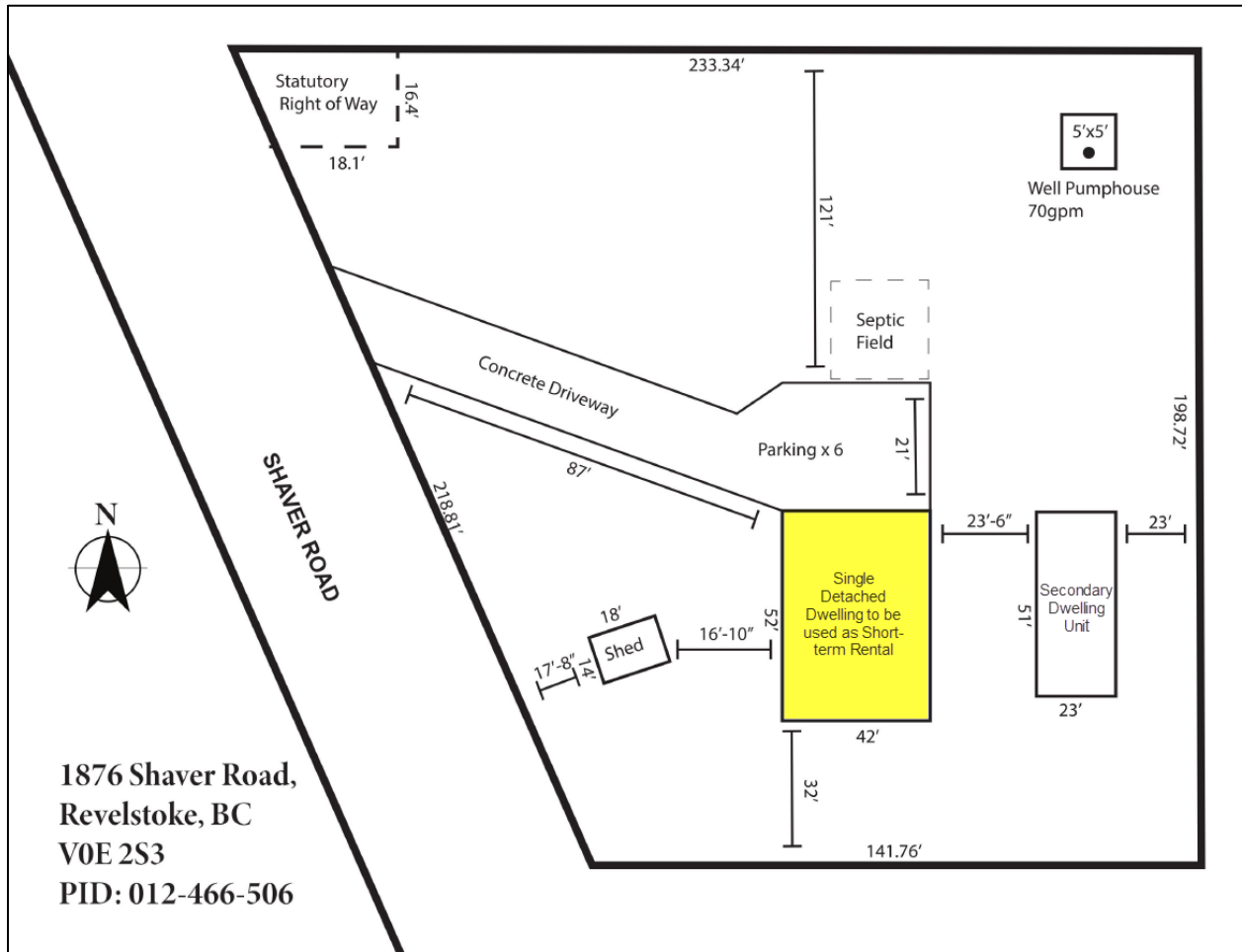
Electoral Area B Official Community Plan Bylaw No. 850



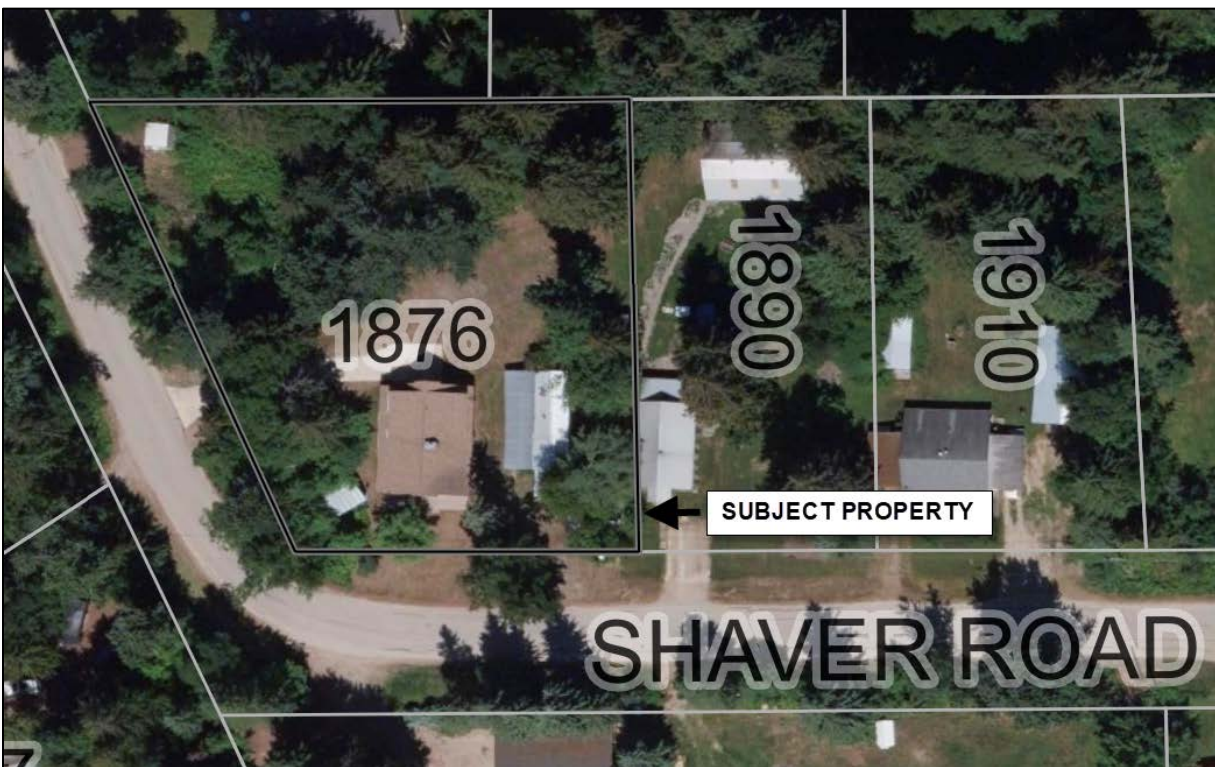
Electoral Area B Zoning Bylaw No. 851



Site Plan



2023 Orthophoto



Photos from Applicant – Received November 5, 2024

View from Shaver Road



View from driveway





BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area A: Development Variance Permit No. 680-05A
- DESCRIPTION:** Report from Christine LeFloch, Planner III, dated January 31, 2025.
603 Lapp Road, Rural Golden
- RECOMMENDATION:** THAT: in accordance with Section 498 of the Local Government Act, Development Variance Permit No. 680-05A for District Lot 4752 Kootenay District, varying Subdivision Servicing Bylaw No. 680 as follows:
1. Section 9.4 (a) be varied to allow the use of a well that is not located on the same parcel as the residential dwelling unit in respect of which it is required;
- for Proposed Lot 1 of a two-lot subdivision under File# 2022-04509A, be approved for issuance this 20th day of February, 2025, subject to the following conditions:
- (a) An easement over the water line located on Proposed Lot 2 in favour of Proposed Lot 1;
 - (b) An easement over the water line located on Rem Lot 1, Plan NEP15202 in favour of Proposed Lot 1;
 - (c) a letter of undertaking from the applicant's solicitor to register the easement concurrently with the plan of subdivision; and,
 - (d) a letter and photographs from the applicant's contractor confirming that the dwelling on Proposed Lot 2 has been disconnected from the well on Rem Lot 1, Plan NEP15202.

Stakeholder Vote Unweighted (LGA Part 14), Majority

SUMMARY:

This application for a Development Variance Permit proposes to vary the requirements of Part 9 of Subdivision Servicing Bylaw No. 680 (Bylaw No. 680) to allow the use of an existing well that is not on the proposed lot that it is intended to serve. The well is located on a property that is three lots to the south of the subject property and is connected to the existing residence on Proposed Lot 1 of the proposed subdivision. The applicant has provided a report from a Qualified Professional confirming that the water quantity and quality of the well meet the requirements of Bylaw No. 680 and has also confirmed that access to the well is protected by registered easement. Staff are recommending that the Board approve Development Variance Permit No. 680-05A subject to registration of easements over the water line located on Rem Lot 1, Plan NEP15202 and Proposed Lot 2 of the current subdivision.

BACKGROUND:

ELECTORAL AREA:
A (Rural Golden)

LEGAL DESCRIPTION:

District Lot 4752

PID:

013-174-657

CIVIC ADDRESS:

603 Lapp Road

SURROUNDING LAND USE PATTERN:

North = Crown Land

South = Residential

East = Crown Land

West = Residential

CURRENT USE:

Two residential dwelling units (one is a mobile home), and three accessory buildings (sheds).

PROPOSED USE:

Two lot subdivision. Each 1.01 ha lot would include one of the residential dwelling units.

PARCEL SIZE:

2.02 ha (5 acres)

DESIGNATION:

N/A (There is no OCP in Electoral Area A)

ZONE:

N/A (There is no zoning bylaw covering this part of Electoral Area A)

SITE COMMENTS:

The subject property is developed with two residential dwelling units (1 house and 1 mobile home). There are three small accessory buildings (sheds) on the property. Water servicing for Proposed Lot 2 is from a well located on the proposed lot; water servicing for Proposed Lot 1 is from a well that is located on the Remainder Lot 1, Plan NEP15202, which is located 3 parcels to the south of the subject property (approximately 500 m away). Currently, there is a second connection to this off-site well to the dwelling on Proposed Lot 2. This dwelling will be disconnected from the off-site well if the proposed variance is approved. The water line from the off-site well to Proposed Lot 1 runs through the Remainder Lot 1, Plan NEP15202, and then is located within the Lapp Road right of way to the subject property and will run through Proposed Lot 2 to Proposed Lot 1. See site plan included in attached "DVP680-05A_Maps_Plans_Photos.pdf".

BYLAW ENFORCEMENT:

No, this application is not the result of bylaw enforcement.

POLICY:

Subdivision Servicing Bylaw No. 680**Part 9 – Assessment and Demonstration of Potable Water (for Independent On-Site Water System)**

Section 9.4 All Wells other than those identified in Section 9.1 c) and d) and related components of the Independent On-site Water System using Groundwater sources must:

- a) be on the same *Parcel* as the residential *Dwelling Unit* in respect of which they are required.

FINANCIAL:

There are no financial implications for the CSRD as a result of this application.

KEY ISSUES/CONCEPTS:

The subject property is 2.02 ha in size and is proposed to be subdivided into two lots of 1.01 ha each. Each of the proposed lots has one existing residential dwelling unit that is connected to an existing well. Section 9.4 of Subdivision Servicing Bylaw No. 680 states that all wells must be located on the same parcel as the residential dwelling unit in respect of which they are required. The well servicing Proposed Lot 1 is located at 631 Lapp Road which is three lots to the south of the subject property. As such, a variance to Section 9.4 (a) of Bylaw No. 680 is required. It is noted that at the time of application Proposed Lot 2 is also connected to this off-site well and to another well located on Proposed Lot 2. The applicant has indicated that they have a contractor lined up to disconnect the dwelling on Proposed Lot 2 this spring.

Professional Directed Approach

The Professional Directed Approach is required in this case because the subject property is located in an area that does not have a known aquifer. This approach requires that the well be assessed by a Qualified Professional to ensure that it meets the bylaw requirements with regard to water quantity and quality. A Groundwater Quantity and Quality Evaluation Report by Haley Malish, GIT, and Mike Schutten, P. Geo., of Ecoscape Environmental Consultants Ltd., dated November 20, 2024 was submitted in support of the proposed subdivision. See *DVP680-05A_Hydrogeology_24-11-20_redacted.pdf*, attached. The report confirms that the well servicing Proposed Lot 1 of the proposed subdivision is located at 631 Lapp Road. It also confirms that the well was pump tested and that test results determined that the well produces approximately 5,450 L/min and is capable of meeting the bylaw requirements with regard to providing an adequate quantity of water with little interference to nearby wells and short recovery time. Due to its shallow depth and the potentially unconfined nature of the local aquifer the well is considered at risk of containing pathogens; therefore, the report recommends a water treatment system for the Lot 1 residence.

In order to meet subdivision requirements, the applicant will need to have a water quality covenant registered on the titles of both proposed lots advising that testing and treatment of the well water for the proposed lots is the responsibility of the property owners. It further saves harmless the Regional District from any liability with regard to these drinking water sources.

Easements

There is an easement registered over a portion of Remainder Lot 1, Plan NEP15202 (631 Lapp Rd) in favour of the subject property allowing access to the well servicing Proposed Lot 1 for maintenance purposes. The water line from the well runs through 631 Lapp Road and then is located within the right

of way for Lapp Road to the subject property. The water line will then run along the southern property boundary of Proposed Lot 2, and to the residence on Proposed Lot 1. See site plan included in "DVP680-05A_Maps_Plans_Photos_redacted.pdf", attached. Currently the owners have an easement over the well that is located on Remainder Lot 1, Plan NEP15202, but it does not include the water line. Further, an easement over the portion of the water line located within Proposed Lot 2 has not been established. Therefore, staff are recommending that easements and associated reference plans in favour of Proposed Lot 1 be registered over the water line on Remainder Lot 1, Plan NEP15202 and Proposed Lot 2 as a condition of approval of the proposed variance.

Analysis

The well servicing Proposed Lot 1 is not located on the same parcel it is intended to serve. This requirement is in place to ensure that when creating new lots each lot has a source of water that can be easily accessed and maintained by the respective owner. The most cost effective and efficient way to ensure this is to require that the well be located on the same parcel that it is intended to service. However, there are situations where there is an existing residence that is already connected to an offsite well that was established prior to the subdivision application. An exemption to the requirements of Part 9 with regard to proof of potable water is not applicable in these cases. The owner may apply for a Development Variance Permit requesting a variance to allow the use of an offsite well.

There is an easement registered on title protecting the interests of the owners over the subject well to ensure that maintenance can be undertaken when necessary. Further, the applicant has provided a report from a Qualified Professional which provides confirmation that the well meets the bylaw requirements for water quantity and quality. As such, staff are recommending that the Development Variance Permit be approved for issuance. As the water line over Remainder Lot 1, Plan NEP15202 and Proposed Lot 2 is not currently protected by easement staff are recommending that this be done as a condition which must be completed prior to permit issuance.

A considerable portion of the water line is located within the right of way for Lapp Road. The Ministry has also received a copy of the proposed plan of subdivision showing the water line location as part of the application for subdivision and Planning staff included a note regarding this in the Initial Comments letter for the proposed subdivision. The Ministry may require a permit for the water line to be located within the road right of way as part of the subdivision process.

If the variance is approved the owners will need to disconnect the dwelling on Proposed Lot 2 from the well that will service Proposed Lot 1. Confirmation that the well has been disconnected will be required prior to subdivision completion. Documentation is to include a letter from the contractor who completes the work and photographs showing the line has been disconnected.

Rationale for Recommendation

The owners of the subject property are requesting a variance to Section 9.4 of Subdivision Servicing Bylaw No. 680 to allow an offsite well to be used to service Proposed Lot 1 of a proposed subdivision under File #2022-04509A. Staff are recommending that DVP680-05A be approved for issuance for the following reasons:

- The existing well is connected to an existing residence on the subject property and there is an easement protecting the interests of the owners over the subject well to ensure that maintenance can be undertaken when necessary; and
- The owners have provided a groundwater quantity and quality evaluation by a Qualified Professional that confirms that the well can provide a sustainable volume and quality of drinking water to Proposed Lot 1 meeting the requirements of Bylaw No. 680.

As conditions precedent to issuance of the Development Variance Permit staff recommend the following:

- suitably worded easements and reference plans be prepared for registration on title to allow access for the owners of Proposed Lot 1 to the water lines located on Rem Lot 1, Plan NEP15202 and Proposed Lot 2 for maintenance purposes; and
- Documentation including a letter and photographs from the applicant's contractor indicating the water line has been disconnected from the dwelling on Proposed Lot 2.

IMPLEMENTATION:

If the Board endorses the staff recommendation the applicant will be advised of the decision and any conditions for issuance.

COMMUNICATIONS:

Notices were sent to all owners of property located within 100 m of the subject properties (the property where the subject well is located and the property that the well services) advising of the proposed variance and the opportunity to provide comments. The deadline for written public submissions is 4:00 PM (Pacific Time) Tuesday, February 18, 2025. Submissions received after agenda preparation will be attached to the Revised Agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_DVP680-05A.docx
Attachments:	- DVP680-05A_Permit_redacted.pdf - DVP680-05A_Hydrogeology_24-11-20_redacted.pdf - DVP680-05_Maps_Plans_Photos_redacted.pdf
Final Approval Date:	Feb 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean



DEVELOPMENT VARIANCE PERMIT NO. 680-05A

OWNERS:

[REDACTED]
[REDACTED]

603 Lapp Road
GOLDEN BC V0A 1H3
As joint tenants

1. This Development Variance Permit is issued subject to compliance with all the Bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.

2. This Permit applies only to the lands described below:

DISTRICT LOT 4752 KOOTENAY DISTRICT (PID: 013-174-657), which property is more particularly shown outlined in bold on the Location Map attached hereto as Schedule A.

3. Subdivision Servicing Bylaw No. 680, is hereby varied as follows:

- a. Section 9.4 (a) be varied to allow the use of a well that is not located on the same parcel as the residential dwelling unit in respect of which it is required; for Proposed Lot 1 of a two-lot subdivision under File# 2022-04509A;

as more particularly shown on the site plans attached hereto as Schedule B.

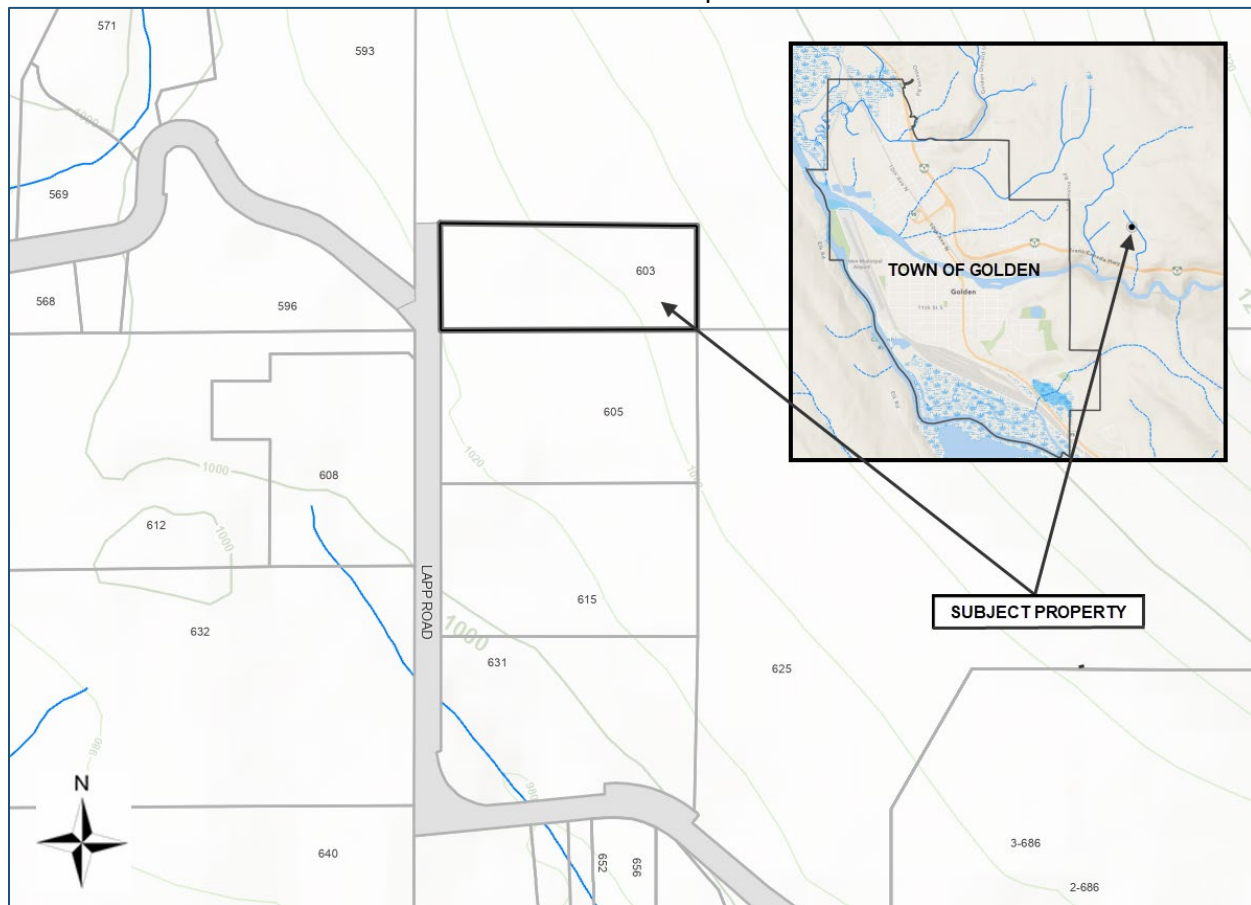
3. This Permit is NOT a building permit.

AUTHORIZED AND ISSUED BY RESOLUTION of the Columbia Shuswap Regional District Board on the _____ day of _____, 2025.

CORPORATE OFFICER

NOTE: Subject to Section 504 of the Local Government Act, if the development of the subject property is not substantially commenced within two years after the issuance of this permit, the permit automatically lapses.

Schedule A Location Map



Schedule B Site Plan

SITE SURVEY AND PROPOSED SUBDIVISION OF DISTRICT LOT 4752 KOOTENAY DISTRICT



The intended plot size of this plan is 432 mm in width by 280 mm in height (B size) when plotted at a scale of 1:1 500.

NOTES:

District Lot 4752 is subject to the following non financial charges and interests that may affect the positioning of structures on the property:

Unregistered interests have not been included or considered.

This plan was prepared for design purpose and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission, or alteration to this document without the consent of the signatory.

Elevations are based on geodetic datum (CGVD28 HT2_0) derived from GNSS Observations to British Columbia Active Control Point 164418, Elevation -643.962

Distances are in metres and decimals thereof

Parcel Dimensions are derived from field survey.

Scale factor is 0.999442.

PID: 013-174-657
 Title Search: July 22nd, 2022
 Title No: CA8972421
 Land Use: -

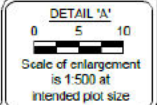
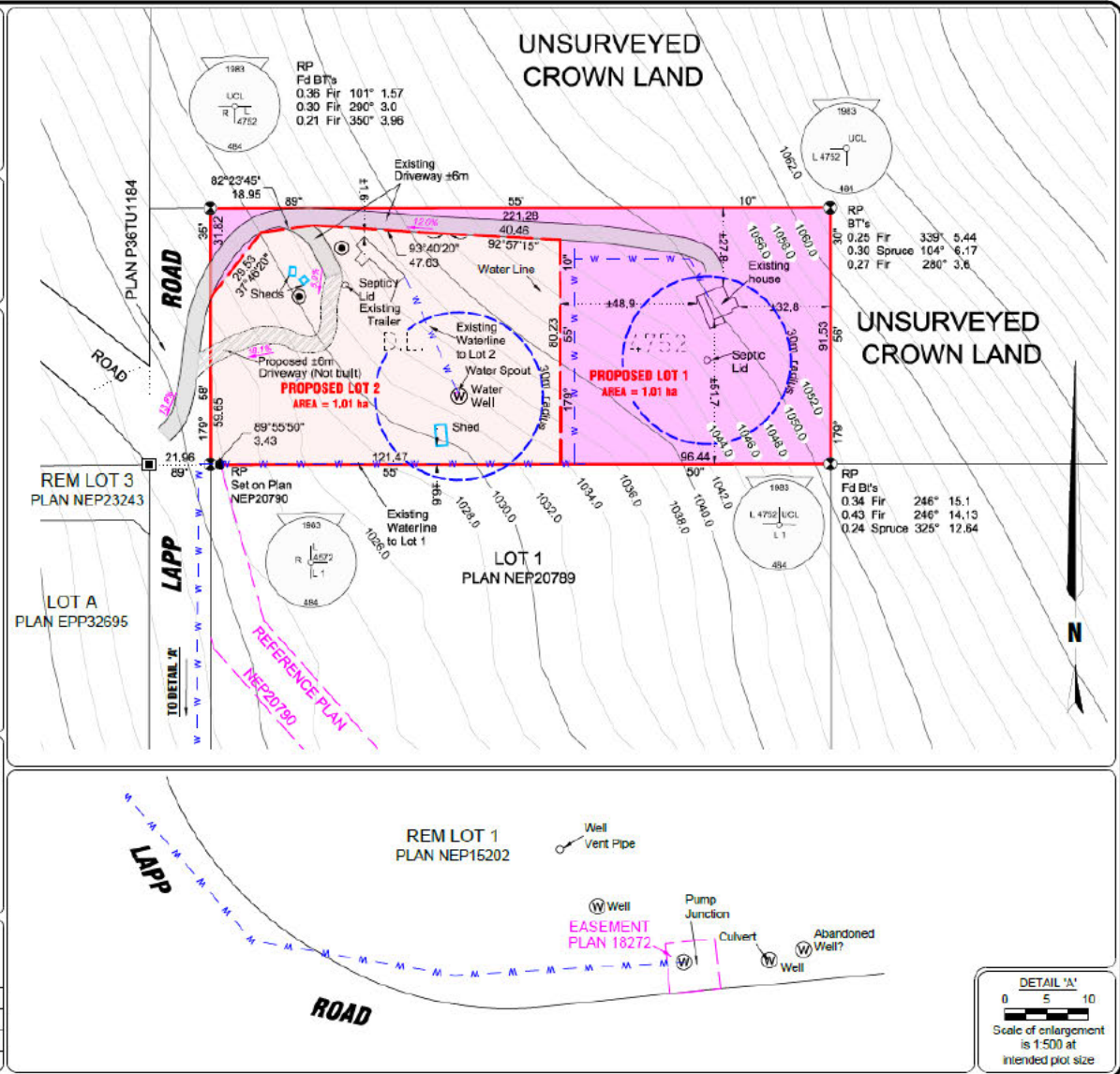
LEGEND:

- ⊕ Denotes Standard Capped Post Found
- ⊠ Denotes Old Pattern Dominion Iron Post
- ⊙ Denotes Standard Iron Post Found
- ⊕ Denotes Power Pole
- Denotes Proposed Line of Subdivision
- w- Denotes Water Line
- d- Denotes Proposed Driveway

GLOBAL RAYMAC LAND SURVEYING LTD.
 1022B 7th Avenue, Invermere, BC V0A 1K0
 Ph: 250.409.5107 www.globalraymac.ca

MUNICIPAL ADDRESS:
 603 Lapp Road
 Golden, BC

Client: [REDACTED]	Client File No.: #####
Date: July 4th, 2023	
Job No.: 22IX0054	GRS File No.: 22IX0054_S.dwg
Surveyed: AB	Checked: EG/AB
	Drawn: NDW



Groundwater Quantity and Quality Evaluation
603 Lapp Road, Golden, BC



Prepared By:
Ecoscape Environmental Consultants Ltd.



Prepared For:
[REDACTED] and [REDACTED]
November 20, 2024

603 Lapp Road, Golden, BC

GROUNDWATER QUANTITY AND QUALITY EVALUATION

Prepared For:

[REDACTED] and [REDACTED]

603 Lapp Road
Golden, BC
VOA 1H3

Prepared By:

Ecoscape Environmental Consultants Ltd.
2-2030 Matrix Cres.
Kelowna, B.C.
V1V 0G5

EGBC Permit to Practice Number: 1002638

November 20, 2024
Version 1
File No. 24-4962**Version Control and Revision History**

Version	Date	Prepared By	Reviewed By	Notes/Revisions
0	November 7, 2024	HM	MPS	Draft for Client Review
1	November 20, 2024	HM	MPS	Final Report



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1.0 INTRODUCTION

Ecoscape Environmental Consultants Ltd. (Ecoscape) is pleased to provide this hydrogeological assessment of groundwater quantity and quality in support of a subdivision of the property located at 603 Lapp Road, Golden, BC (the Site; Figure 1). The Site is located within the Columbia-Shuswap Regional District (CSRD), and is legally described as District Lot 4752, Kootenay Land District, Manufactured Home Reg. # 45906 (PID: 013-174-657).

Written confirmation to complete this assessment was provided by [REDACTED] (the Client) on April 5, 2024. A detailed set of terms and conditions pertaining to this report are provided in Appendix A.

The Site is 2.02 hectares in area and will be subdivided into two (2) new 1.01 ha parcels: Lot 1, to the east, and Lot 2 to the west (Figure 2).

An existing offsite domestic supply well (no Well ID) located on 361 Lapp Road will service proposed Lot 1 via Easement Plan 18272, while proposed Lot 2 will continue to be serviced by existing onsite domestic supply well (Well Tag Number [WTN] 54600).

We understand that the proposed Lot 2 septic tank and its associated dispersal field are greater than 30 m from WTN 54600, and are thus outside of the domestic well setbacks stipulated by the BC *Sewerage System Regulation (SSR)* and Table II-19 of the *Sewerage System Standard Practice Manual (SPM)*. As such, it is our understanding that water quantity and quality testing are not necessary for the proposed Lot 2 well per Bylaw 680 Section 9.1 (c). The Lot 1 well is not exempt from water quantity and quality testing because it is located on a different parcel.

This analysis is intended to satisfy CSRD *Subdivision Servicing Bylaw 680* (the Bylaw) Part 9 Section 9.14 and Table 1, which generally requires the following for subdivisions serviced by lot-specific water wells not exempt from quantity and quality testing:

- Each well shall have the capacity to provide a sustainable yield of 2,000 L/day (1.39 L/min) to the proposed lot on a year-round basis and shall demonstrate adequate recovery to support the intended well use;
- Written confirmation that operation of each well at the minimum rate will not reduce the amount available for any other well within 250 m and will not negatively impact the aquifer, cause environmental changes and/or result in reduced yield on a regional scale;
- Confirmation of water potability and compliance with the *Guidelines for Canadian Drinking Water Quality (GCDWQ)* must be provided; and
- All quantity and quality testing must be verified by a *Qualified Professional*.

2.0 PROJECT APPROACH

Ecoscope completed the following hydrogeological assessment tasks to assess groundwater quantity and quality for the proposed subdivision:

1. Conducted a site reconnaissance to assess the Site for significant hydrogeological features that may affect potable water supply, and to assess whether the proposed wells were constructed in accordance with the BC *Groundwater Protection Regulation* (GWPR);
2. Assembled and reviewed available hydrologic, geologic and hydrogeologic data and reports relevant to the local area and proposed subdivision;
3. Designed and coordinated a constant rate well capacity test to assess sustainable well capacity and potential well interference for the Lot 1 well;
4. Analyzed the well capacity test data and compared the well's performance to the Bylaw requirements;
5. Reviewed water quality data and compared analytical findings to the GCDWQ; and,
6. Prepared this report which documents well capacity testing and water quality sampling results.

3.0 SITE DESCRIPTION

3.1. Site Setting, Physiography and Climate

The Site is situated approximately 1 km north of the TransCanada Highway, and 2.5 km northwest of Golden town centre. The Site and nearby surrounding area gently slope to the southwest. Site elevation ranges from approximately 1060 meters above sea level (masl) at the northeast Site corner down to 1020 masl at the southwest. Proposed Lots 1 and 2 are developed with a single-family residence and a mobile home, respectively. Portions of each lot are cleared of vegetation, while other areas remain forested.

No watercourses occur on the Site. The nearest mapped watercourse is an unnamed creek which originates 190 m southwest of the Site and flows south, past the Lot 1 well towards the Kicking Horse River. This creek was not observed at its mapped location during our Site visit.

Based on data collected between 1981 and 2010 from Environment Canada's (EC) nearby Golden (A) climate station (STN 1173210), the average annual total precipitation in the area was 467 mm, ranging from 24 mm/month in February to 51 mm/month in November. The mean annual temperature at the Golden station was 5.1 °C, ranging from -7.9°C in January to 17.3°C in July (Environment Canada, 2024).

It is important to note, however, that most climate models for southern BC indicate that seasonal precipitation and temperature patterns will likely shift from the above-referenced “normals”, which are based on data collected over two decades ago. Specifically, we can expect warmer and drier summers and earlier spring freshet. At the same time, winter seasons will experience increased precipitation falling as rain as opposed to snow, particularly in low-elevation areas.

3.2. Regional Geology

The BC Geological Survey (BCGS) maintains a province-wide repository of bedrock geological maps. In its current edition, bedrock geology is amalgamated from original maps at scales ranging from 1:250,000 to 1:50,000 (Cui et al., 2017). These scales are low resolution at the lot scale, and as such, Site geology may be different than BCGS mapping.

Based on the published BCGS mapping, the Site and nearby surrounding area is underlain by Cambrian to Ordovician-aged mudstone, siltstone, and/or shale of the McKay Group. (Cui et al., 2017).

Surficial geological mapping completed by Fulton et al. (1984) suggests the Site is underlain by loam and sandy loamy till, with lenses of sand, gravel and silt.

Consistent with geological mapping, driller’s logs for nearby wells indicate that properties surrounding the Site are underlain by approximately 3 to 10 m of glacial till and glacial sediments over bedrock.

3.3. Hydrogeology and Nearby Groundwater Use

The Site is not underlain by a provincially-mapped aquifer according to the BC Water Resource Atlas (WRA); however, provincial aquifer mapping is generally limited to densely populated areas, such as those southeast of the Site.

Based on geological and hydrogeological conditions documented in local well logs indicate that a shallow, partially confined unconsolidated aquifer and a deep sedimentary bedrock aquifer occur in the area. The unconsolidated aquifer is likely recharged from direct infiltration of precipitation, runoff from higher elevation areas, and possible leakage from local watercourses. The bedrock aquifer is likely recharged by direct precipitation and infiltration into rock fractures with eventual downslope discharge in the valley bottom Aquifer 456. The permeability of the bedrock aquifer is likely low and groundwater flow is largely fracture controlled.

Hydrogeological principles indicate that groundwater flow direction in both aquifers is topographically controlled, flowing southwest towards the Kicking Horse River from higher elevations in the northeast.

Provincially mapped Aquifer 456 IIB was mapped approximately 1.3 km southwest of the Site (Figure 1). This sand and gravel aquifer comprises fluvial or glacio-fluvial deposits and is generally overlain by till, silts and clays (ENV, 2003). At the time of mapping, the aquifer was characterized as being highly productive, under moderate demand, and having moderate vulnerability to surface source of contamination.

A search of the WRA indicated seven (7) wells were mapped within 500 m of the Site as summarized in Table 1 and shown on Figures 1 and 2.

Table 1: Summary of Nearby Wells

Well Tag No.	Distance from Site	Construction Date	Well Depth (m)	Static Water Level (mbtoc) ¹	Production Material	Bedrock Depth (m)	Reported Well Yield (L/min) ²
54600	Onsite (Lot 2)	1985	61.0	35.1	Bedrock	7.0	0.94
101607	315 m SW	2001	121.0	Not Listed	Bedrock	4.9	3.8
101678	275 m NW	2005	65.5	Not Listed	Bedrock	9.1	3.8
66278	410 m S	1993	5.9	3.4	Overburden	N/A	18.9
83691	370 m S	2003	11.3	5.2	Overburden	11.0	20.0
10005	360 m S	2002	5.5	3.0	Overburden	N/A	15.1
100011	360 m S	2002	6.7	2.7	Overburden	N/A	15.1

Notes: 1. mbtoc = meters below top of casing

2. Reported well yield typically based on air lift testing recorded in drillers log.

All wells mapped on, or within 500 m near the Site appear to be completed in the above-discussed unmapped unconsolidated and bedrock aquifers.

Reported and mapped well locations may differ from actual locations as the BC ENV did not historically field-locate well locations. Furthermore, until recently, filing of water well records with the BC ENV was voluntary, so it is possible that additional wells not identified during this assessment are present in the area. For example, the Lot 1 well, and wells near the Lot 1 well are not included in the Provincial well database (Figure 2).

However, the overall low density of development on and near the Site indicated that few additional wells were likely nearby, which bodes well for sustainable groundwater use in the area. Mutual interference potential between wells on the proposed lots is discussed later in this report.

3.4. Nearby Surface Water Use

One (1) water licence was mapped within 500 m of the Site at the time of this report, as shown in Figure 2 and summarized in Table 2 below.

Table 2: Nearby Licensed Surface Water Intakes					
License Number	License Status	Licensed Use	Source	Licensed Quantity	Approx. Distance from Site
C048305	Inactive	Domestic	Police Creek	2.273 m ³ /day	400 m NW

4.0 LOT 1 AND 2 WELL CONSTRUCTION DETAILS

No well log was available for the proposed Lot 1 well. According to observations and measurements made by Ecoscape and Glen Furey of Kicking Horse Water Services (Kicking Horse) (B.C. Registered Well Driller 16072501), the well was completed with a 150 mm diameter steel casing connected to a well screen to a depth of 10.7 mbtoc, indicating the well was completed in the local unconsolidated aquifer. Static water level was measured at 3.53 mbtoc prior to the start of the well capacity test on September 24, 2024. The wellhead was below ground surface at the time of our Site visit, but we understand Kicking Horse has since extended the casing to at least 0.3 m above the ground surface to mitigate wellhead flooding.

Owen's Drilling Ltd. drilled and constructed the proposed Lot 2 well in 1985. The drillers encountered 7 m of clay and till over bedrock to a drilled depth of 61 m. The well was finished with a 150 mm diameter steel casing keyed into bedrock. Static water level was recorded at 35.1 mbtoc, but additional documentation appended to the well log indicates static water level "comes within 20 feet [6.1m] of the ground". It is not uncommon for drillers to measure depth to water before it reaches equilibrium, so the well's static water level is likely shallower than the 35.1 m noted in the well log. The drillers estimated a well yield of 0.9 L/min (0.25 US GPM). Approximately 970 L of water is stored in the well, assuming static water level is 6 mbtoc, which is expected to supplement the water pumped from the surrounding bedrock formation.

Well construction observed on Site, information provided by Kicking Horse and the Client, and details reported in the Lot 2 driller's log indicated that the wells were generally constructed in accordance with the BC GWPR in that:

- The well casings currently extend a minimum of 0.3 m above the ground surface; and
- The wells are equipped with proper vermin-proof well caps.

It is unknown if the wells contain surface seals. Identification plates were not observed on the wells. A copy of the Lot 2 well log is provided in Appendix B.

5.0 LOT 1 WELL CAPACITY TEST

5.1. Testing Program Methods and Rationale

The Lot 1 well capacity test was completed between September 24 and 25th, 2024 by Kicking Horse. Kicking Horse staff remained onsite during the entire testing program and collected flow and water level measurements at intervals specified by Ecoscape.

Kicking Horse installed a submersible pump in the Lot 1 Well, and the well was pumped at a constant rate for 24 hours to verify its ability to sustainably produce water and to measure response to continued pumping.

The water flow rate was controlled with a valve on the discharge line and was measured and recorded using a calibrated pail and stopwatch. In accordance with standard procedures, the most frequent measurements of water levels and flow rates were collected early in the test when water levels changed most rapidly, and flow rates required stabilization. Depth to water was measured in the well using a manual electric water level tape to the nearest 0.01 meter below top of casing. Water from the well test was discharged onto the ground at a downslope location approximately 30 m from each well to prevent discharge water recirculation.

Water levels in a nearby well located on 631 Lapp Road (labeled as the observation well in Figure 2) were monitored during the test to assess potential well interference.

5.2. Lot 1 Well Capacity Test Results

In general, the local aquifer's response to pumping was typical of wells completed in an unconsolidated aquifer connected to a source of recharge. Well test data, and water level drawdown and recovery graphs are attached as Appendix C.

The initial pumping test flow rate was set at 3.79 L/min and remained at that flow for the test duration (24 hours). As shown in the attached data and graph, the water level initially declined by about 0.03 m, followed by a more gradual drawdown rate. A maximum of 0.13 m of drawdown was observed at the 9-hour mark, after which water levels gradually increased. Drawdown was measured at 0.05 m after 24 hours of pumping. Once pumping stopped, the water level almost immediately recovered to static.

At the end of the test pumping period, the maximum Lot 1 well drawdown used 3.1% of the total available drawdown¹ and the well produced approximately 5,450 liters over 24 hours, which exceeded the minimum daily flow requirement of 2,000 L/day.

¹Total available drawdown (TAD) was defined as the column of water between the static water level 3 m above the well bottom.

5.3. Short and Long-Term Sustainable Well Yield

A commonly accepted methodology in B.C. to assess short-term and long-term well yield is to apply a 0.7 factor of safety to the well's total available drawdown, and to compare this value to the observed drawdown at the end of the test, and drawdown projected forward after 100 days of continuous pumping as per the *Guidelines for Groundwater Reports and Well Testing in support of a CPCN* (CPCN Guidelines, BC ENV, 2007). This factor of safety allows for seasonal water level changes which commonly result from long-term variations in climate and precipitation, space for the submersible pump, and potential future decreases in well efficiency. This method is also based on the assumption that 100 days will be the longest time that a well will be pumped continuously without receiving any recharge from precipitation. This method was conservatively used to assess the wells' sustainable production capacity and safe drawdown level based on pumping test drawdown and recovery performance.

Based on 70% of total drawdown, the Proposed Lot 1 well's safe available drawdown was estimated to be 2.9 m. As discussed, the maximum drawdown observed during 24 hours of pumping was 0.13 m, which is approximately 4.5% of the well's safe available drawdown.

Drawdown versus time data from the well capacity test are typically graphed on a semi-logarithmic plot, with the latter portion of the curve used to extrapolate the theoretical 100-day drawdown; however, pumping the well at 3.79 L/min (i.e., over 2 times the minimum Bylaw requirement) did not stress the aquifer, resulting in minimal drawdown followed by a rise in water levels. Specifically, the aquifer was capable of supplying groundwater to the well at a rate that matched or exceeded the pumping rate, such that nominal drawdown was observed during the test. Without a drawdown curve, extrapolating the theoretical 100-day drawdown was not possible.

Overall, these findings indicate that when pumped at the Bylaw flow rate, the Proposed Lot 1 well and its associated aquifer should have sufficient capacity to safely meet Bylaw flow requirements without substantially affecting the long-term sustainable supply potential of the well.

5.4. Well Interference Potential

Well interference is an important consideration because several wells may operate simultaneously in a residential area, particularly in the morning and evening. Large interference effects, if observed, can affect the sustainable yield of the wells. Potential well interference was assessed by monitoring the water level in a nearby non-pumping well (i.e., observation well) located on 631 Lapp Road (Figure 2) during the well capacity test.

The maximum drawdown measured in the observation well during the 24 hour well capacity test was 0.08 m, which is negligible. Furthermore, small well interference effects were accounted for in the 70% safety factor applied during this assessment.

Similarly, water levels in nearby watercourses will likely not be affected by pumping of the Lot 1 well given the negligible drawdown observed in the neighbouring observation well.

5.5. Seasonal Effects on Water Levels

The BC ENV maintains an observation well network across the province; however, no provincial observation wells are located near the Site thus no direct seasonal water level data for the local bedrock aquifer is available.

Seasonal water level fluctuations are common in unconsolidated aquifers. Elevated groundwater levels, which commonly occur in late spring and early summer following snowmelt and freshet, can lead to overestimates of sustainable well yields and this was considered in the pumping test program design and during the test data analysis. Specifically, this assessment was conducted in September, when water levels are generally approaching their lowest.

In general, given the well capacity test results and demonstrated aquifer productivity, we expect that seasonal water level fluctuations will not significantly affect Lot 1 well's ability to sustainably provide water at the Bylaw rate. Furthermore, the 70% safety factor applied in this assessment accounts for seasonal effects.

6.0 PROOF OF WATER QUALITY

A water quality sample was collected from the proposed Lot 1 well by Kicking Horse personnel near the end of the well capacity test. The samples were collected directly into clean, laboratory-supplied bottles and transported within 24 hours to WHS Labs in Calgary, AB in an iced cooler. The well was chlorinated to > 200 ppm at least 24 hours prior to the start of testing.

For this water quality assessment, the term potability is defined as water which is sufficiently pure to be consumed or used with low risk of immediate or long-term harm. With respect to the *Guidelines for Canadian Drinking Water Quality* (GCDWQ), potable water meets all health-based Maximum Allowable Concentrations (MACs) (GCDWQ 2024). In samples where parameters are found to exceed only Aesthetic Objectives (AOs) or Operational Guidelines (OGs), the water is considered potable, but treatment may be desired to address taste, odour, or operational concerns.

Water quality results were compared to applicable water quality guidelines and are summarized in Table 3 below. The laboratory certificate of analysis is provided in Appendix D.

Limitations

Water quality can vary seasonally and from one year to the next. As such, the water quality data reviewed in this report is considered a snapshot in time, and only at the sampled location.

Table 3: Water Quality Results				
Parameter	Units	Proposed Lot 1 Well	GCDWQ ¹	
			MAC ²	AO / OG ³
Calculated Parameters				
Hardness (as CaCO ₃)	mg/L	763		
Total Dissolved Solids	mg/L	986		≤500
Alkalinity, Total	mg/L	571		
pH	pH units	7.86	7 - 10.5	
Turbidity ⁴	NTU	2.1		1
Conductivity (EC)	uS/cm	1705		
Chloride	mg/L	136		≤250
Fluoride	mg/L	0.20	1.5	
Nitrate (as N)	mg/L	3.75	10	
Nitrite (as N)	mg/L	<0.05	1	
Sulfate	mg/L	178		≤500
Aluminum	mg/L	0.0064	2.9	0.1
Antimony	mg/L	<0.0003	0.006	
Arsenic	mg/L	0.0004	0.01	
Barium	mg/L	0.183	2	
Boron	mg/L	0.0556	5	
Cadmium	mg/L	<0.00005	0.007	
Calcium	mg/L	111		
Chromium	mg/L	0.0012	0.05	
Copper	mg/L	0.0185	2	≤1
Iron	mg/L	0.10		≤0.3
Lead	mg/L	0.0002	0.005	
Magnesium	mg/L	118		
Manganese	mg/L	<0.01	0.12	≤0.02
Mercury	mg/L	<0.00005	0.001	
Potassium	mg/L	7.0		
Selenium	mg/L	0.0002	0.05	
Sodium	mg/L	90		≤200
Strontium	mg/L	1.5	7	
Uranium	mg/L	0.0042	0.02	
Zinc	mg/L	0.0277		≤5
Total Coliforms	CFU/100 mL	0	0/100mL	
<i>E. coli</i>	CFU/100 mL	0	0/100mL	

- 1) Guidelines for Canadian Drinking Water Quality, updated 2024.
- 2) MAC refers to the Maximum Acceptable Concentration according to the GCDWQ criteria.
Red text = above MAC guideline value.
- 3) AO refers to the Aesthetic Objective according to the GCDWQ criteria.
OG refers to the Operational Guidance according to the GCDWQ criteria.
Blue text = above AO or OG guideline value.
- 4) For systems that use groundwater, turbidity should generally be below 1.0 NTU.

Health Based Maximum Allowable Concentrations (MACs)

Concentrations of all analyzed parameters were below their respective MACs.

Aesthetic Objectives (AO) and Operational Guidelines (OGs)

Total dissolved solids (TDS) (986 mg/L) exceeded the OG of ≤ 500 mg/L. Elevated TDS concentration is likely related to weathered rocks, soil and minerals within the aquifer and may not decrease with time.

Turbidity (2.1 mg/L) marginally exceeded the operational guideline for water treatment systems that use groundwater of 1.0 mg/L.

Although no AO is associated with hardness, the hardness in the proposed Lot 1 water was measured 763 mg/L which renders the water to be very hard.

Bacteriological Parameters

The maximum allowable concentration for all bacteria is 0 per 100 mL of water (0/100 mL) and E. coli and total coliform bacteria were not detected in the sample.

7.0 WATER TREATMENT OPTIONS

Despite the undetected coliforms in the water quality sample, the well is considered at risk of containing pathogens given its shallow depth and the unconfined nature of the local aquifer. As such, we recommend that a point-of-entry water treatment system be installed in the Lot 1 residence. Treatment should include filtration and disinfection to achieve a minimum 3-log (99%) removal and inactivation of *Giardia* and *Cryptosporidium* and 4-log (99.99%) removal of viruses.

For private wells, selection, operation and maintenance of such systems are the homeowner's responsibility. When selecting a treatment system, only those which meet National Science Foundation (NSF) or American National Standards Institute criteria should be considered.

Periodic testing should be conducted on both the water prior to entering the treatment unit (i.e., raw groundwater) and the finished water to confirm that the treatment unit(s) is effective. It is important that treatment units are maintained (or replaced) as specified by the manufacturer.

8.0 CONCLUSIONS AND RECOMMENDATIONS

Based on the Lot 2 drilling record, Lot 1 well capacity test, site visit, and Lot 1 water quality assessment the following conclusion can be made:

- The Lot 1 and 2 wells were generally constructed in accordance with the BC *Groundwater Protection Regulation*, but it is unknown whether the wells contain a bentonite surface seal.
- The Proposed Lot 1 well exceeded the daily minimum flow volume required by the Bylaw (2,000 L/day), by producing 5,450 L during 24 hours of pumping;
- To account for seasonal effects, the pumping test was conducted in September, a time at which groundwater levels were expected to be near their lowest. Still yet, the water level drawdown observed during the Lot 1 well capacity test only utilized 4.5% of the safe available drawdown. This finding indicates the local unconsolidated aquifer can sustainably supply water to the well at the Bylaw flow rate;
- The well demonstrated nearly immediate recovery after pumping stopped, which in our opinion further demonstrates that pumping at the Bylaw rate is sustainable at the Lot 1 well.
- No significant well interference was observed between the wells and no impacts on wells located closer than 250 m is expected. In addition, seasonal fluctuation in groundwater levels are not expected to negatively affect the water supply at each lot. Negative effects on groundwater supplies and surface water bodies are not likely to occur from using water at residential rates within the development.
- Water quality results showed that the Lot 1 well water was potable at the time of sampling; however, despite the undetected coliforms in the water quality sample, the well is considered at risk of containing pathogens given its shallow depth and the potentially unconfined nature of the local aquifer.

Based on these conclusions, we recommend the following:

- A point-of-entry water treatment system be installed in the Lot 1 residence to mitigate potential pathogenic contamination. Treatment should include filtration and disinfection to achieve a minimum 3-log (99%) removal and inactivation of *Giardia* and *Cryptosporidium* and 4-log (99.99%) removal of viruses. If necessary, a specialist in residential water treatment should be contacted to design systems appropriate for the well's water chemistry. We recommend that the Lot 1 well owners periodically check their water quality to assess whether the concentrations of water quality parameters change over time.
- This assessment pertains to the proposed Lot 1 well's ability to supply water per the CSRD's Bylaw requirements and assumes the new well will be used for domestic purposes. Any well used for purposes other than private domestic water supply will require a new-use groundwater license under the BC *Water Sustainability Act*; and,

- Although the Lot 2 well was exempt from water quality and quantity testing, the low well yield estimated by the driller suggests the future lot owner might want to monitor their well's performance and consider installing a cistern if they find they are using high pumping episodes frequently.

9.0 LIMITATIONS

This report has been prepared by Ecoscape Environmental Consultants Ltd. (Ecoscape) and is intended for the sole and exclusive use of the Client and the CSRD, for the purposes set out in this report. Ecoscape has prepared this report with the understanding that all available information on the past, present, and proposed conditions of the Site have been disclosed. Ecoscape has relied upon personal communications with the Client and other information sources to corroborate the documents and other records available for the Site. The Client has also acknowledged that in order for Ecoscape to properly provide the professional service, Ecoscape is relying upon full disclosure and accuracy of this information. Please note, no hydrogeological investigation can wholly eliminate uncertainty regarding the potential for unrecognized conditions in connection with an aquifer or subsurface materials.

Any use of this report by a third party, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Ecoscape accepts no responsibility for damages, if any, suffered by any third party as a result of actions or decisions made based on this report.

Please be advised that Mike Schutten is a member in good standing in the Professional Engineers and Geoscientists of British Columbia (EGBC) and is acting within his area of expertise. This assessment has been completed in accordance with generally accepted geoscience and environmental practice.

10.0 CLOSURE

We trust that this report satisfies the present requirements. Should you have any questions or comments, please contact the undersigned at your convenience.

Respectfully Submitted

Ecoscape Environmental Consultants Ltd.,

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Attachments: Figures

Appendices

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FIGURES

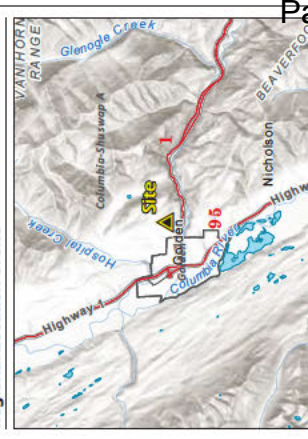
FIGURE 1 Site Location

Project: GW Quantity and Quality Assessment
 Location: CSRD
 Project No.: 24-4962
 Prepared for: Ecotape Environmental Consultants Ltd.
 Prepared by: Mike Schuttler, M.A.Sc., P. Geo.
 Coordinate System: NAD83-UTM Zone 11
 Imagery: ESRI World Imagery
 Map Date: November 7, 2024

LEGEND

-  Site
-  Streams
-  ENV-Mapped Well (WTN)
-  ENV-Mapped Aquifer
-  Cadastre

Regional Location of Site



DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data, the legal survey will supersede any data presented herein.



FIGURE 2 Proposed Subdivision and Well Locations

Project: GW Quantity and Quality Assessment
Location: CSRD
Project No.: 24-4-962
Prepared for: [Redacted]
Prepared by: EcoScape Environmental Consultants Ltd.
 Mike Schutten, M.A.S.C., P.Geo.
Coordinate System: NAD83-UTM Zone 11
Imagery: CSRD Orthoimagery (2023)
Map Date: November 7, 2024

LEGEND

- Unregistered Well (No Well ID)
- ENV-Mapped Well (Well Tag No.)
- Licensed Surface Water Intake
- Proposed Lot 2
- Proposed Lot 1
- Site
- Stream
- Cadastre

Detail A



DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data, legal survey will supersede any data presented herein.



APPENDIX A: General Conditions

General Conditions for Private Groundwater Supply and Well Capacity Investigations

This report applies and is subject to these “General Conditions”.

1.0 Use of Report

This report concerns a specific Site and a specific scope of work, and is therefore not applicable to any other sites or any other developments not referred to in the report. Any deviation from the specific site or scope or work would require a supplementary investigation and assessment.

Conclusions and recommendations contained in this report are solely intended for the use of [REDACTED] and [REDACTED] (the Client) and the Columbia Shuswap Regional District (CSRD). Ecoscape bears no responsibility for the accuracy of information, the analysis of data or recommendations contained or referenced in this report when the report is utilized by or relied upon by any party other than Ecoscape’s Client and the CSRD, unless otherwise authorized in writing by Ecoscape. Any unauthorized application of this report is at the discretion and sole risk of its user.

2.0 Limitations of Report

This assessment is subject to the following conditions and limitations:

- This investigation has been limited to the work scope described in this report. No hydrogeological investigation can wholly eliminate uncertainty regarding the potential for unrecognized conditions in connection with an aquifer or subsurface materials.
- The intent of pumping test analyses is to demonstrate individual well compliance with proof-of-water requirements specified in the applicable municipal or regional district bylaws, and the findings may or may not be applicable to higher pumping rates.
- Water quality samples have been analyzed for a limited number of parameters, and the absence of information relating to a specific parameter or contaminant does not indicate that it is not present.
- In preparing this analysis we have relied in good faith on information provided by others, the accuracy of which we cannot attest. Ecoscape does not accept any responsibility for conclusions drawn from erroneous, invalid, or inaccurate data provided to us by another party and used in the preparation of this report.
- Revisions to the regulatory standards referred to in this report may be expected over time. As a result, modifications to the findings, conclusions and recommendations in this report may be necessary.
- The conclusions provided herein are based solely upon our professional judgment and the availability of information pertaining to environmental conditions at the time of investigation. Since site and well conditions may change over time the report is meant for immediate use. Homeowners should expect to maintain their well and pump in order to maintain well yield.
- Conclusions derived in this report are specific to the immediate area of study and cannot be extrapolated extensively away from the well locations.
- The Client is aware that Ecoscape is not qualified to, nor is it making any recommendations in terms of purchase, sale, investment or development of the Site, as such decisions are the sole responsibility of the client.

- Ecoscape disclaims responsibility of consequential financial effects on transactions or property values, or requirements for follow-up actions and costs.

3.0 *Limitation of Liability*

In accepting delivery of this report, the Client hereby agrees that any and all claims brought against Ecoscape, or any of its associates or employees by the Client arising out of or in any way connected to the investigation described in this report shall be limited to the amount of fees paid by the Client to Ecoscape under contract between Ecoscape and the Client, whether the action is based on breach of contract or tort;

With respect to any and all claims brought by third parties the Client agrees to indemnify, defend and hold harmless Ecoscape from and against any and all claim or claims, action or actions, demands, damages, penalties, fines, losses, costs and expenses of every nature and kind whatsoever, including solicitor-client costs, arising or alleged to arise either in whole or part out of services provided by Ecoscape, whether the claim be brought against Ecoscape for breach of contract or tort.

4.0 *Standard of Care*

Services performed by Ecoscape for this report have been completed in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions in the jurisdiction in which the services are provided. Professional judgement has been applied in developing the conclusions and/or recommendations made in this report. No warranty or guarantee, express or implied, is made concerning the results, comments, recommendations, or any other portion of this report.

APPENDIX B: Lot 2 Well Log





WATER WELL RECORD

Date 8/5/11

N.T.S. MAP, WELL No., ELEV, Location Accuracy, U.M., Date 19, Well Type

Owners Name & Address, Legal Description & Address: LOT 4752 Kootenay District

- 1. TYPE OF WORK: 1 New Well, 2 Reconditioned, 3 Deepened, 4 Abandoned
2. WORK METHOD: 1 Cable tool, 2 Bored, 3 Jetted, 4 Rotary, a mud, b air, c reverse, Other
3. WATER WELL USE: 1 Domestic, 2 Municipal, 3 Irrigation, 4 Comm. & Ind., Other
4. DRILLING ADDITIVES: NONE
5. MEASUREMENTS: from 1 ground level, 2 top of casing, casing height above ground level 172'

6. WELL LOG DESCRIPTION table with columns FROM ft, TO ft, DESCRIPTION, SWL ft. Includes entries for CLAY, SANDY GRAVEL & CLAY, HARD PAN, SHALE, BEDROCK, and ALLOWANCED LINER.

9. CASING: Materials table with columns Hole Diameter, Diameter, from, to, Thickness, Weight, units. Includes handwritten values like 6 7/8, 6, 0, 34, 2 1/4, 14.

Pitless unit, Welded, Cemented, Threaded, New, Used Perforations

Shoe(s): YES 1x6" CARBIDE BUTTON, Open hole, from 34' to 200' ft Diameter 6" ins

10. SCREEN: 1 Nominal (Telescope), 2 Pipe Size, Type 1 Continuous Slot, 2 Perforated, 3 Louvre, Material 1 Stainless Steel, 2 Plastic, Other

RISER, SCREEN & BLANKS table with columns Length, Diam. I.D., Slot Size, from, to, units

Fittings, top, bottom, Gravel Pack

11. DEVELOPED BY: 1 Surging, 2 Jetting, 3 Air, 4 Bailing, 5 Pumping, Other

12. TEST 1 Pump, 2 Bail, 3 Air, Date, Rate USgpm, Temp, SWL before test, Water Level ft after test of hrs

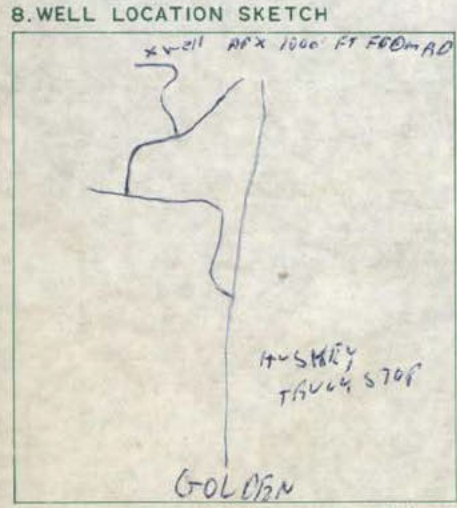
DRAWDOWN and RECOVERY table with columns mins, WL, mins, WL, mins, WL, mins, WL

13. RECOMMENDED PUMP TYPE, RECOMMENDED PUMP SETTING, RECOMMENDED PUMPING RATE

14. WATER TYPE: 1 fresh, 2 salty, 3 clear, 4 cloudy, colour, smell, gas, 1 yes, 2 no

15. WATER ANALYSIS: 1 Hardness, 2 Iron, 3 Chloride, 4 pH, mg/L, Field Date, Lab Date

7. CONSULTANT, Address



SITE I.D No

16. FINAL WELL COMPLETION DATA: Well Depth 1210 ft, Well Yield 1500 US gpm, Static Water Level 1115 ft, Back filled, Well Head Completion welded cap, Did not clean up

17. DRILLER: PLEASE PRINT, SURNAME, FIRST NAME, Signature

18. CONTRACTOR, OWEN'S DRILLING LTD., 1940 - 6th STREET N., CRANBROOK, B.C. V1C 3M9, 426-2455



WATER WELL RECORD

Date 8 5 0 3 1 1 9

Legal Description & Address Lot 4752 Kootenay District

Descriptive Location

Owners Name & Address

NTS MAP, ELEV, WELL No., UTM, Date 19

- 1. TYPE OF WORK: 1 [x] New Well, 2 [] Reconditioned, 3 [] Deepened, 4 [] Abandoned
2. WORK METHOD: 1 [] Cable tool, 2 [] Bored, 3 [] Jetted, 4 [x] Rotary, a [] mud, b [x] air, c [] reverse, 5 [] Other
3. WATER WELL USE: 1 [x] Domestic, 2 [] Municipal, 3 [] Irrigation, 4 [] Commercial & Industrial, 5 [] Other

9. CASING: 1 [x] Steel, 2 [] Galvanized, 3 [] Wood, 4 [] Plastic, 5 [] Concrete, 6 [] Other
Table with columns: Hole Diameter, Diameter, from, to, Thickness, Weight, units

- 4. DRILLING ADDITIVES NONE
5. MEASUREMENTS from 1 [x] ground level, 2 [] top of casing

6. WELL LOG DESCRIPTION table with columns: FROM ft, TO ft, DESCRIPTION, SWL ft. Entries: 0-5' CLAY, 5'-15' SANDY GRAVEL + CLAY, 15'-34' Shale, 34'-200' Bedrock

- Pitless unit: 1 [] above, 2 [] below ground level
1 [] Welded, 2 [] Cemented, 3 [] Threaded, 4 [] New, 5 [] Used
Perforations:

Shoe(s): Yes 1x6"
Open hole, from 34' to 200' ft Diameter 6" ins
Grout:

- 10. SCREEN: 1 [] Nominal, 2 [] Pipe Size, 3 [] Louvre
Type: 1 [] Continuous Slot, 2 [] Perforated, 3 [] Louvre, 4 [] Other
Material: 1 [] Stainless Steel, 2 [] Plastic, 3 [] Other
Set from to ft below ground level

SCREEN & BLANKS table with columns: Length, Diam. ID, Slot Size, from, to, units

Fittings, top bottom
Gravel Pack

- 11. DEVELOPED BY: 1 [] Surging, 2 [] Jetting, 3 [x] Air, 4 [] Bailing, 5 [] Pumping, 6 [] Other

12. TEST 1 [] Pump, 2 [] Ball, Date, Rate USgpm, Temp °C, SWL before test ft, ft after test of hrs mins

TIME in mins & DRAWDOWN in ft, TIME in mins & RECOVERY in ft table with columns: mins, WL, mins, WL, mins, WL, mins, WL

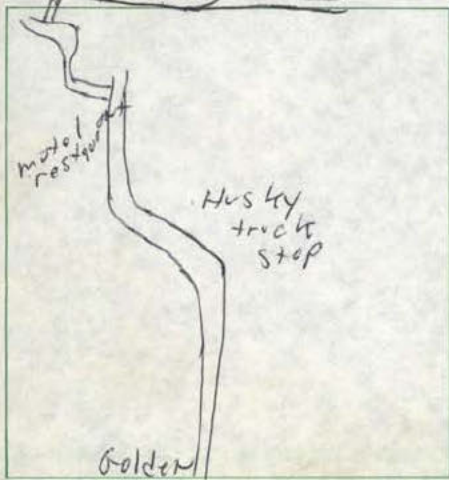
13. RECOMMENDED PUMP TYPE, RECOMMENDED PUMP SETTING ft, RECOMMENDED PUMPING RATE USgpm

14. WATER TYPE: 1 [] fresh, 2 [] salty, 3 [] clear, 4 [] cloudy, colour, smell, gas 1 [] yes, 2 [x] no

15. WATER ANALYSIS: 1 [] Hardness mg/l, 2 [] Iron mg/l, 3 [] Chloride mg/l, 4 [] pH, Field Date, Lab Date

7. CONSULTANT, Address

8. WELL LOCATION SKETCH



SITE I D No

16. FINAL WELL COMPLETION DATA: Well Depth 200' ft, Water Flowing 24 Gpm USgpm, Static Water Level 115' ft, Pressure Head ft, Back filled, Well Head Completion welded cap

17. DRILLER: SURNAME F. A. M. I. E., FIRST NAME B. J. C. K., Signature Bob From

18. CONTRACTOR OWEN'S DRILLING LTD., 1940 - 6th STREET N., GRANBROOK, B.C. V1C 3M9, 426-2455, Member, BCW WDA [x] yes [] no

S20757

Compared by *J.*

British Columbia



No. 2876
Crown Grant No. 1199

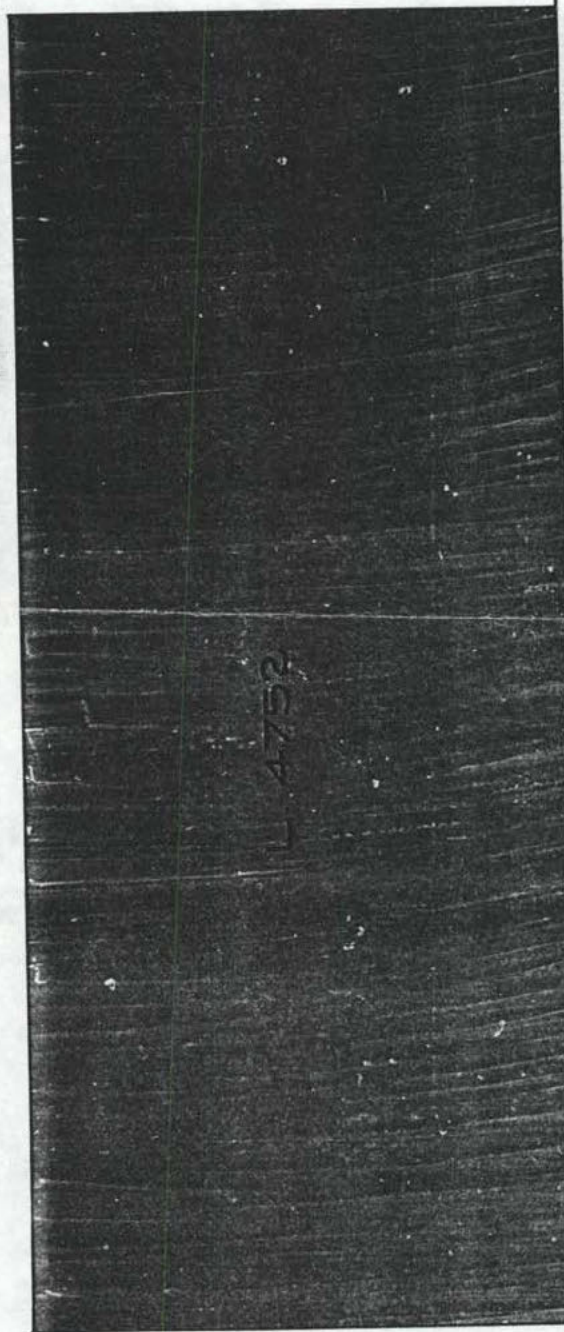
KOOTENAY DISTRICT

Province of British Columbia

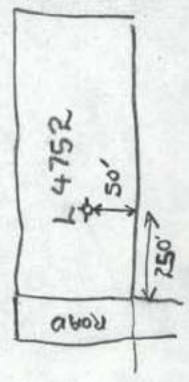
AND

200-973-1120

Scale, 1:1000



L. 1
PLAN 15202



ROAD

ROAD

ROAD

L.S. 9
NE 1/4
SEC. 16

L. 3
PLAN 10108

BCIL - 7766 - LPH

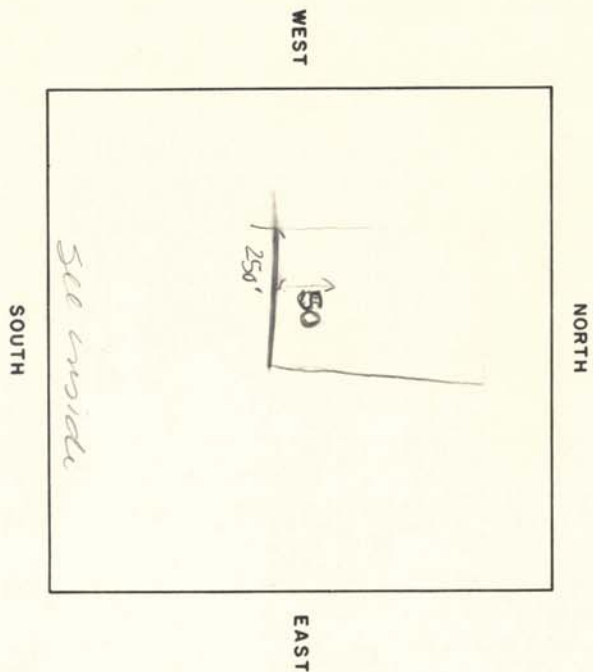
REMARKS

Note: This well record was written up twice (on white copies). The duplication was discovered when Robin Sturdivant of the Acland reg. office went to plot the record copy on the well location map.

P.J.W.

March 87.

CARD BY _____ DATE _____
 ADDITIONAL DATA ADDED BY _____



APPENDIX C: Well Test Data and Drawdown Graphs



603 Lapp Road Proposed Lot 1 Well - 24 Hr Constant Rate Test			2024-Sept-24	Project 24-5004
Contractor: Kicking Horse Water Services		Total Well Depth: 10.7 mbtoc		Stickup: N/A
Static Water Level: 3.53 mbtoc		Pre-Test Water Level		3.53 mbtoc
Time Elapsed (min)	DTW (FT BTOC)	DTW* (M BTOC)	Drawdown (m)	Pumping Rate
0	11.6	3.53	0.00	3.79 L/min (1 US gpm)
1	11.7	3.56	0.03	
2	11.6	3.55	0.02	
3	11.6	3.55	0.02	
4	11.7	3.56	0.03	
5	11.7	3.56	0.03	
6	11.7	3.56	0.03	
7	11.7	3.57	0.04	
8	11.7	3.57	0.04	
9	11.7	3.57	0.04	
10	11.7	3.57	0.04	
15	11.7	3.58	0.05	
20	11.7	3.58	0.05	
25	11.7	3.58	0.05	
30	11.7	3.58	0.05	
40	11.7	3.58	0.05	
60	11.7	3.58	0.05	
120	11.7	3.58	0.05	
180	11.7	3.58	0.05	
240	11.7	3.58	0.05	
300	11.7	3.58	0.05	
360	11.7	3.58	0.05	
420	11.7	3.58	0.05	
480	12.0	3.65	0.12	
540	12.0	3.66	0.13	
600	11.8	3.60	0.07	
660	11.8	3.60	0.07	
720	11.8	3.60	0.07	
780	11.8	3.59	0.06	
840	11.8	3.59	0.06	
900	11.8	3.59	0.06	
960	11.8	3.59	0.06	
1020	11.8	3.59	0.06	
1080	11.7	3.58	0.05	
1140	11.7	3.58	0.05	
1200	11.7	3.58	0.05	
1260	11.7	3.58	0.05	
1320	11.7	3.58	0.05	
1380	11.7	3.58	0.05	
1440	11.7	3.58	0.05	
1441	11.61	3.54	0.01	Recovery.
1442	11.61	3.54	0.01	
1443	11.61	3.54	0.01	
1444	11.61	3.54	0.01	
1445	11.61	3.54	0.01	
1446	11.61	3.54	0.01	
1447	11.61	3.54	0.01	
1448	11.61	3.54	0.01	
1449	11.61	3.54	0.01	
1450	11.61	3.54	0.01	



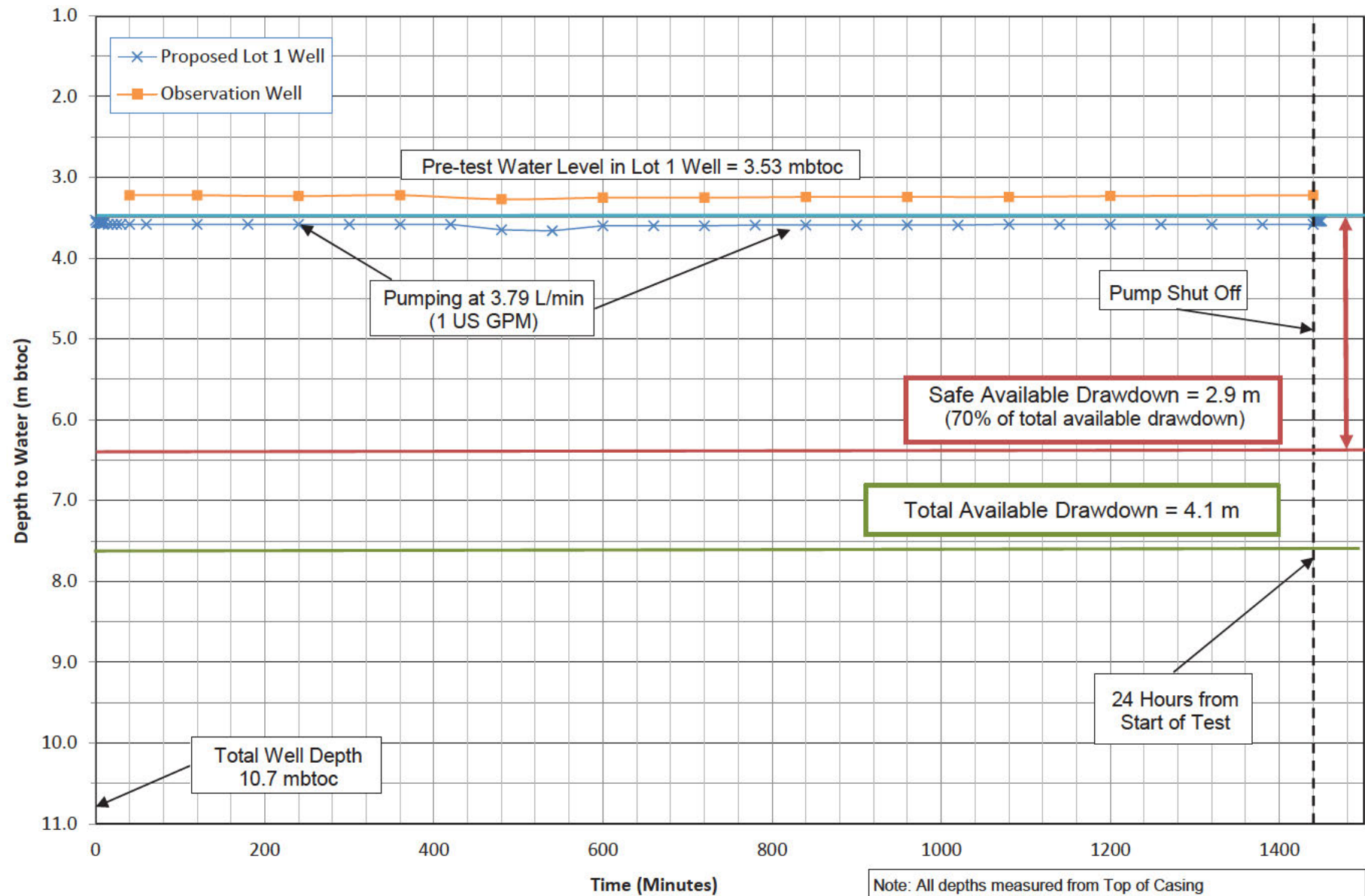


Figure C-1: Proposed Lot 1 Well - 24 Hr Constant Rate Test

Client: [REDACTED] & [REDACTED]

Location: 603 Lapp Road, Golden, BC

Project: 24-4962

Date: October 9, 2024

Dwn by: HM

Ckd by: MPS

Scale: N/A

APPENDIX D: Laboratory Certificate of Analysis





Kicking Horse Water Services

Box 4039
Golden, BC V0A 1H0

Phone: (250) 344-1272 **Lab Number:** 97916

Fax:

Email: kickinghorsewater@gmail.com **PO Number:**

Sample Info: 603 Lap Rd

Sampled By: GRF

Date Sampled: 9/25/2024

Date Received: 9/26/2024

Date Reported: 9/28/2024

TEST REPORT

Analyte	Units	Result	CDW Guideline Maximum	Detection Limit
Calcium	mg/L	111	No Guideline	0.02
Iron	mg/L	0.10	AO: 0.3	0.03
Magnesium	mg/L	118	No Guideline	0.02
Manganese	mg/L	<0.01	AO: 0.02, MAC: 0.12	0.01
Potassium	mg/L	7.0	No Guideline	0.02
Sodium	mg/L	90	AO: 200	0.02
Bicarbonates	mg/L	696	No Guideline	-
Bromides	mg/L	<0.2	No Guideline	0.2
Carbonates	mg/L	0	No Guideline	-
Chlorides	mg/L	136	AO: 250	0.1
Fluorides	mg/L	0.20	MAC: 1.5	0.02
Nitrates as N	mg/L	3.75	MAC: 10	0.04
Nitrites as N	mg/L	<0.05	MAC: 1	0.05
NO ₃ + NO ₂ as N	mg/L	3.75	No Guideline	0.04
Sulfates	mg/L	178	AO: 500	0.9

Parameter	Units	Result	CDW Guideline Maximum	Detection Limit
Electrical Conductivity (at 25°C)	µS/cm	1705	No Guideline	0.2
pH	pH	7.86	7.0 - 10.5	-
Hardness (as CaCO ₃)	mg/L	763	No Guideline	0.1
Total Alkalinity (as CaCO ₃)	mg/L	571	No Guideline	3
P-Alkalinity (as CaCO ₃)	mg/L	0	No Guideline	-
Hydroxide (as CaCO ₃)	mg/L	0	No Guideline	-
Total Dissolved Solids (calculated)	mg/L	986	AO: 500	4
Turbidity	NTU	2.1	MAC: 1	0.1
Color	TCU	<5	AO: 15	5

Microbiology	Units	Result	CDW Guideline Maximum
Total Coliform	CFU/100 mL	0	MAC: Zero / Absent
Escherichia Coliform	CFU/100 mL	0	MAC: Zero / Absent

Sum of Cations	19.31	TDS / EC Ratio	0.58
Sum of Anions	19.23	Sodium Adsorption Ratio	1.42
Ion Balance	1.00	Saturation Index	1.12

Lab Number: 97916

Trace Metals	Units	Result	CDW Guideline Maximum	Detection Limit
Boron	µg/L	55.6	MAC: 5000	0.5
Aluminum	µg/L	6.4	OG: 100, MAC: 2900	0.2
Chromium	µg/L	1.2	MAC: 50	0.1
Copper	µg/L	18.5	AO: 1000, MAC: 2000	0.08
Zinc	µg/L	27.7	AO: 5000	0.2
Arsenic	µg/L	0.4	MAC: 10	0.04
Selenium	µg/L	0.2	MAC: 50	0.04
Strontium	µg/L	1500	MAC: 7000	0.06
Cadmium	µg/L	<0.05	MAC: 7	0.05
Antimony	µg/L	<0.3	MAC: 6	0.3
Barium	µg/L	183	MAC: 2000	0.1
Mercury	µg/L	<0.05	MAC: 1	0.05
Lead	µg/L	0.2	MAC: 5	0.1
Uranium	µg/L	4.2	MAC: 20	0.04

WSH Labs (1992) Ltd. as per: _____

Legalities

Lab Number: 97916

- (1) The results above are related only to the items analyzed.
- (2) Results apply to the sample(s) as received. Date and time sampled are solely provided by the client.
- (3) Analytical determinations were performed in Calgary, AB. 3851B - 21 Street NE.
- (4) Condition of sample(s) upon receipt:
Acceptable
- (5) External provider(s) of laboratory results:

References

- (1) Accredited by CALA to ISO/IEC 17025 for specific tests.
- (2) Guidelines for Canadian Drinking Water Quality are provided courtesy of Health Canada, July 2024.
https://www.canada.ca/content/dam/hc-sc/migration/hc-sc/ewh-semt/alt_formats/pdf/pubs/water-eau/sum_guide-res_recom/summary-tables-eng-2024-07.pdf

Acronyms & Nomenclatures

< denotes less than detection limit	MAC = Maximum Acceptable Concentration
> denotes greater than	OG = Operational Guidance Value
AO = Aesthetic Objective	TNTC = Too Numerous To Count (>80 colonies)
CDW = Canadian Drinking Water	

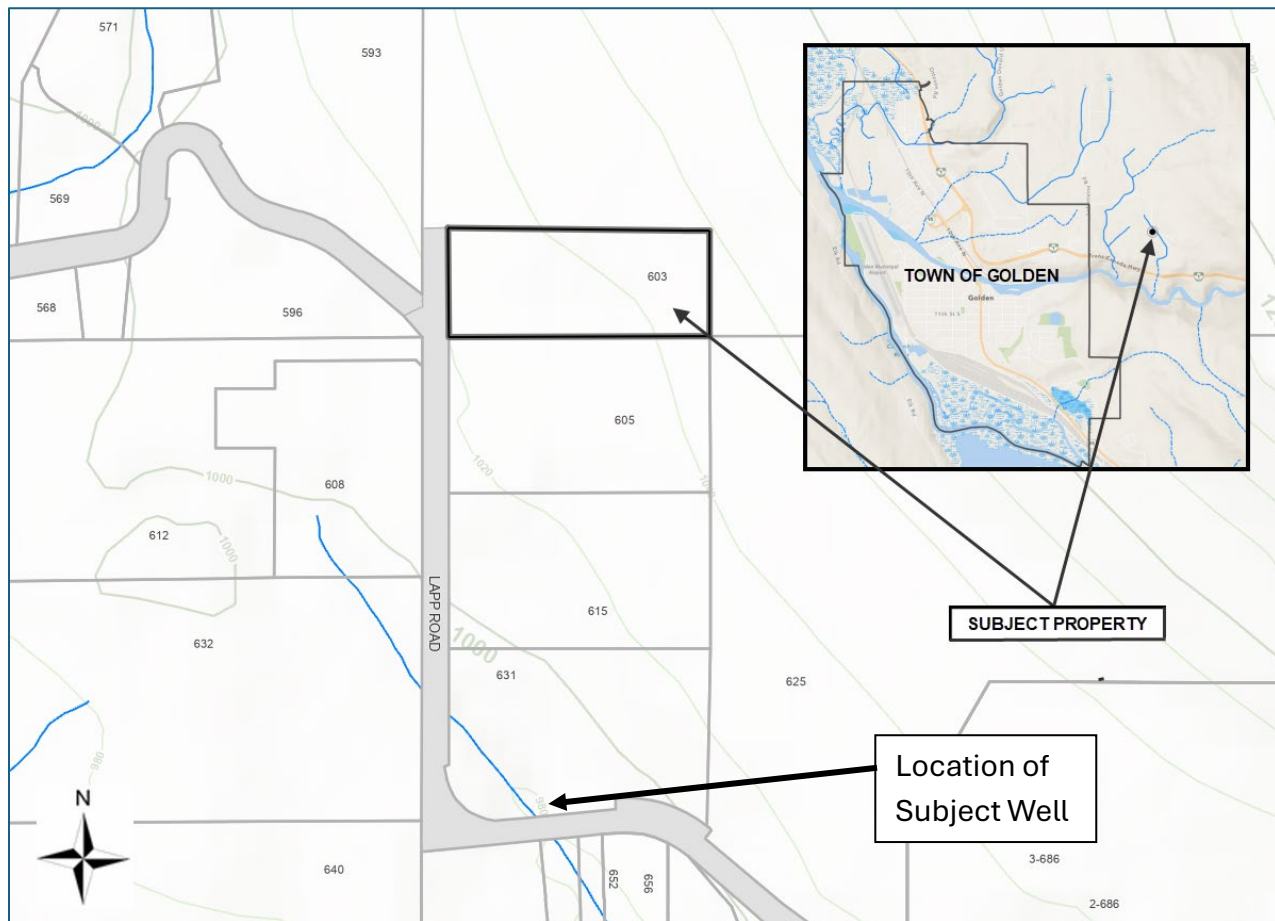
Standard Methods for the Examination of Water and Wastewater 23rd Edition (2017)

Alkalinity. 2320 B. Titration Method.
Ammonia Nitrogen. 4500-NH₃ C. Titrimetric Method.
Anions. 4110 B. Ion Chromatography with Chemical Suppression of Eluent Conductivity.
Biochemical Oxygen Demand. 5210 B. 5-Day BOD Test.
Color. 2120 B. Visual Comparison Method.
Conductivity. 2510 B. Laboratory Method.
Fluoride. 4500-F⁻ C. Ion-Selective Electrode Method.
Hardness. 2340 B. Hardness by Calculation.
Metals. 3125 B. Inductively Coupled Plasma / Mass Spectrometry (ICP-MS) Method.
Organic Carbon. 5310 B. High-Temperature Combustion Method.
pH. 4500-H⁺ B. Electrometric Method.
Total Kjeldahl Nitrogen / Nitrogen (Organic). 4500-Norg B. Macro-Kjeldahl Method.
Total Suspended Solids. 2540 D. Total Suspended Solids Dried at 103-105°C.
Turbidity. 2130 B. Nephelometric Method.

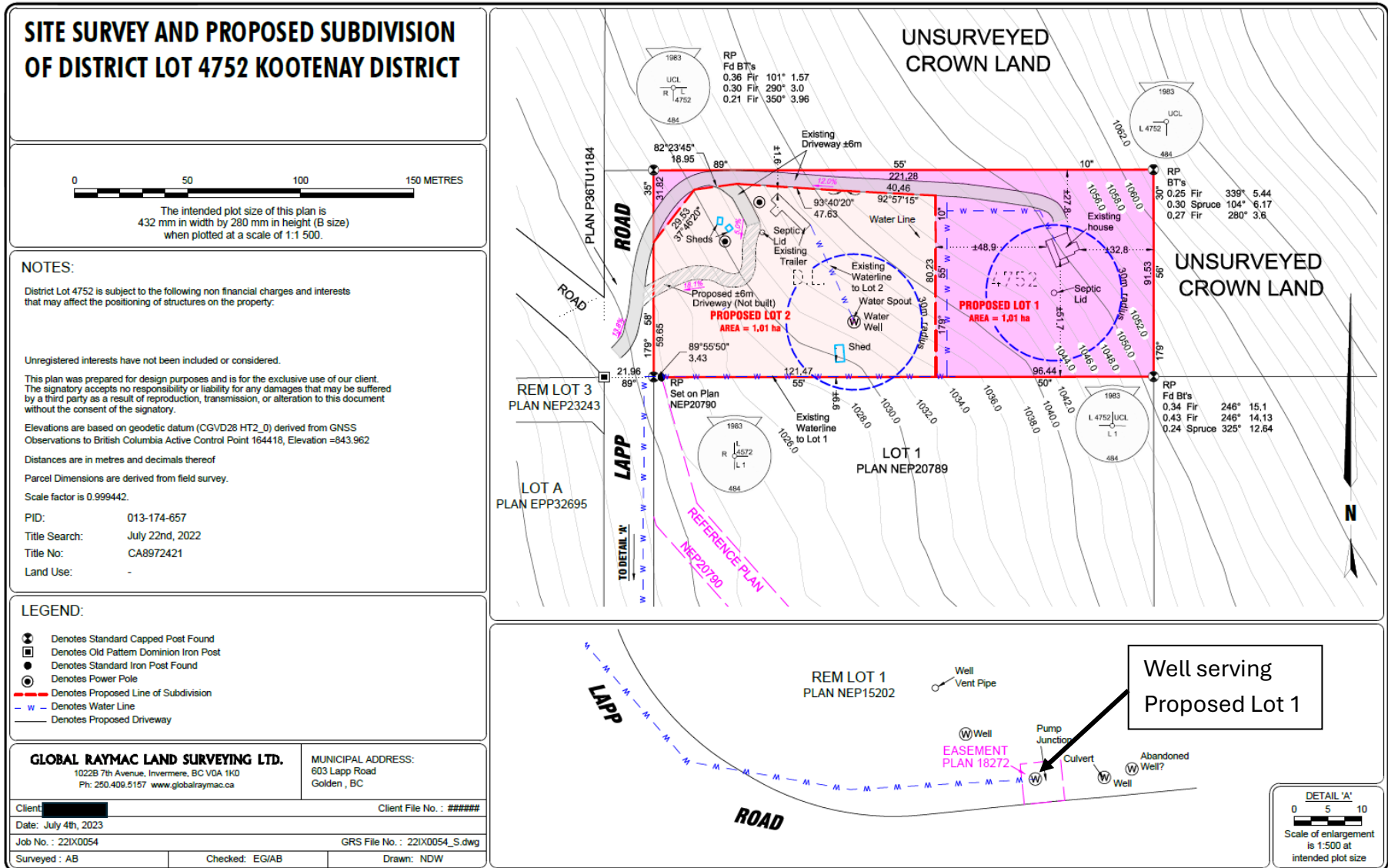
Hach Methods

Chemical Oxygen Demand. Hach Method 8000.
Chlorine, Total & Free. As per Hach CN66 Test Kit Instructions.
Coliforms, Total and E. coli. (Membrane Filtration). Hach Method 10029.
Ortho-Phosphate. Hach Method 8048.
Sulfides. Hach Method 8131.
Tannin & Lignin. Hach Method 8193.
Total Phosphate. Hach Method 8190.

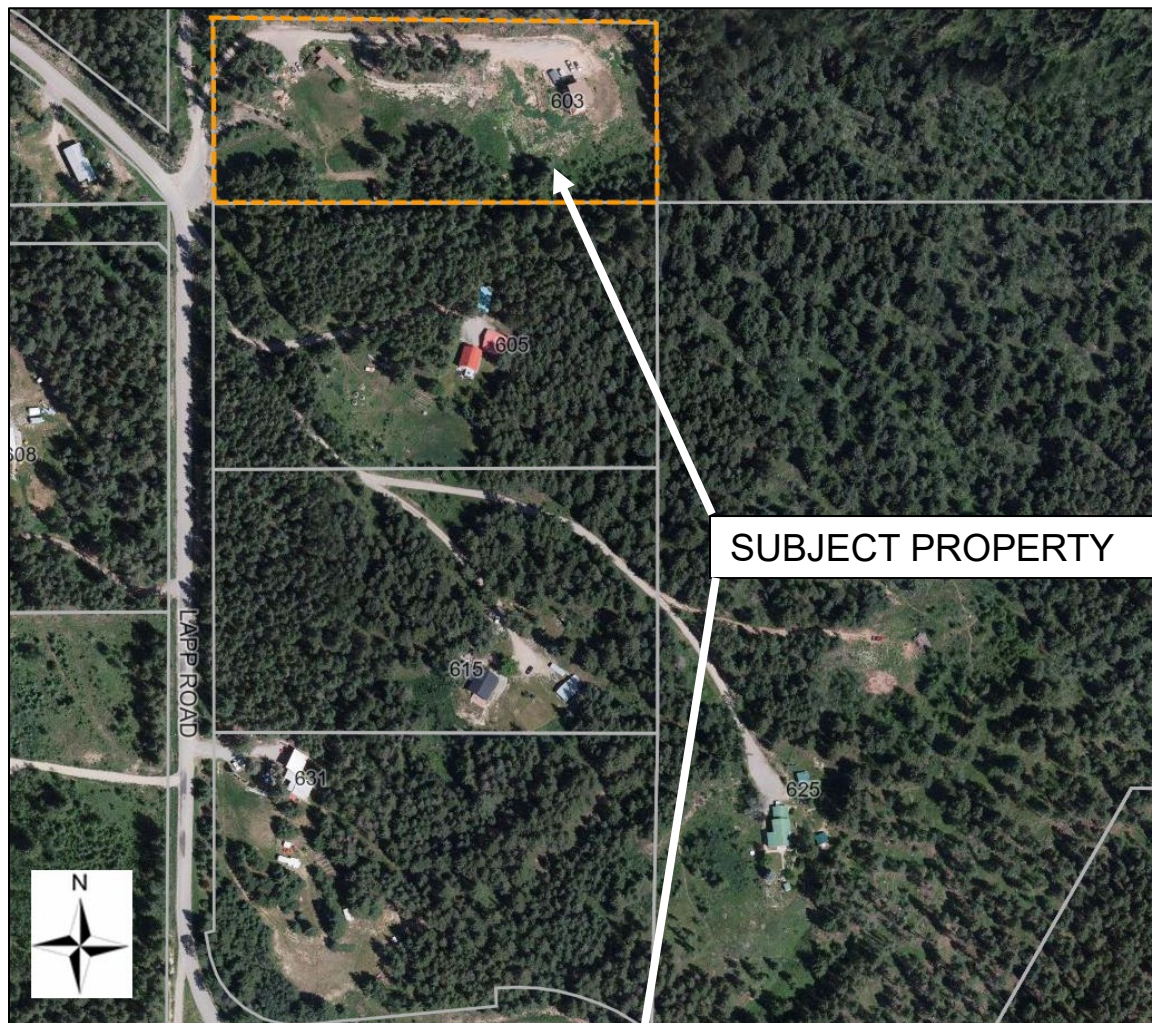
Location: 603 Lapp Road



Site Plan



Orthophotos (June-July 2023)





BOARD REPORT

TO: Chair and Directors

SUBJECT: Electoral Area D: Rancho/Deep Creek Zoning Amendment Bylaw No. 751-02

DESCRIPTION: Report from Christine LeFloch, Planner III, dated January 31, 2025. 5530 Gardiner Lake Frontage Road, Rancho

RECOMMENDATION: THAT: "Rancho/Deep Creek Zoning Amendment Bylaw No. 751-02" be read a third time, this 20th day of February, 2025.
Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The owners of the subject property have applied to add a special regulation to the ID1 Industrial Zone to add mini storage as a permitted use for the subject property only. The Board read the amending bylaw a second time at their meeting held on September 12, 2024. Notices have been sent to owners of property within 100 m of the subject property and a notice has been posted on the CSR D website advising that the Board will be considering the bylaw for third reading in accordance with [Development Services Procedures Bylaw No. 4001-2](#), as amended. It is now appropriate for the Board to consider reading the amending bylaw a third time.

BACKGROUND:

Please see [Item 17.8 on the July 18, 2024 Board Agenda](#) for the staff report recommending First Reading. This report provides the full background and supporting documents for this application.

Please see [Item 17.2 on the September 12, 2024 Board Agenda](#) for the staff report recommending Second Reading. This report includes comments from referral agencies and First Nations regarding this application.

POLICY:

[Rancho/Deep Creek Official Community Plan Bylaw No. 750](#)

- 1.4 Community Values
- 1.6 Application (Temporary Use Permits)
- 3.9 Industrial (ID)

[Rancho/Deep Creek Zoning Bylaw No. 751](#)

- Part 2 – Definitions
- 3.14 Accessory Building
- 3.15 Accessory Use
- 3.25 Shipping Containers
- 4.14 ID1 Industrial 1 Zone

Please see "[BL751-02 Excerpts BL750 BL751.pdf](#)" for full details on these policies.

FINANCIAL:

There was previous bylaw enforcement on the property related to the owner beginning the mini storage use contrary to zoning. This file has been closed as the owners were issued TUP750-03 for the mini-storage use and are also pursuing a zoning amendment to add a special regulation to the ID1 Zone which would allow the mini-storage use for the subject property. If the zoning amendment is not approved, the mini-storage is non-compliant with zoning and if the owners do not cease the use, then further bylaw enforcement would be required along with associated costs.

KEY ISSUES/CONCEPTS:

At second reading, staff noted that in their referral comments the Ministry of Transportation and Infrastructure (now Ministry of Transportation and Transit) have provided preliminary approval for the zoning amendment bylaw, and that a Commercial Access Permit for the property was required prior to the Ministry granting statutory approval. The owner was advised of this and has since applied for and been issued the requisite Commercial Access Permit (see attached BL751-02_Access_Permit_Redacted.pdf”).

At second reading, staff also advised that screening is a requirement in the ID1 Zone for all outdoor storage areas and noted that staff had done an analysis of the property and outdoor storage area and determined that screening was only required to be installed along the northern fence line of the storage compound. The applicant was advised that privacy slatting was to be installed in the fence as a condition of rezoning and that it must be completed prior to staff bringing the bylaw back to the Board for adoption.

The owners have since installed privacy slatting along the portion of the northern fence line between the property boundary and the single detached dwelling on the property. This is where the gate to the compound is located and is the most visible portion of the property from Highway 97B. However, staff were concerned that the residential property to the north may be impacted by the view of the storage compound. This was discussed with the applicant who advised staff that they had spoken with the owners of the residential property and that they did not think the screening was necessary. Staff advised the owner that they were willing to accept and recommend a reduced standard of screening in this case, if it is confirmed in writing by the owners of 5482 Gardiner Lake Frontage Road that they are agreeable to this reduced screening standard. The owners of 5482 Gardiner Lake Frontage Road have emailed staff to advise that they are agreeable to this (see “BL751-02_Screening_redacted.pdf”, attached).

Rationale for Recommendation

The owners of the subject property have made this rezoning application to allow continuation of the mini-storage use permitted through TUP750-03 as a permitted use in the Industrial Zone. Staff continue to support this application and are recommending that the amending bylaw be read a third time for the following reasons:

- The property is designated and zoned Industrial and the proposed special regulation to allow mini-storage use for the property is appropriate for this zone in this location;
- The property has been operated as a mini-storage facility under TUP750-03 for three years without any complaints being received by the CSRD.

If the amending bylaw receives third reading and prior to staff bringing the amending bylaw back to the Board for adoption, the following item is required:

- Statutory approval of the amending bylaw by the Ministry of Transportation and Transit.

IMPLEMENTATION:

If the Board agrees with the staff recommendation and reads Bylaw No. 751-02 a third time, staff will send the amending bylaw to the Ministry of Transportation and Transit (MOTT) for Statutory Approval. Once approval has been received from MOTT the bylaw can be brought back to the Board for adoption.

COMMUNICATIONS:

Please see [Item 17.2 on the September 12, 2024 Board Agenda](#) for the staff report recommending second reading which includes details regarding the required Notice of Application sign placed on the property and agency and First Nations referral responses.

Consultation Process

The Board waived the public hearing for this application because the proposal is consistent with the Rancho/Deep Creek Official Community Plan. In accordance with the CSRD's [Public Notice Bylaw No. 5893](#) a notice will be placed on the CSRD's website advising of the deadline for receipt of written comments about the application. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website. In accordance with [Development Services Procedures Bylaw No. 4001-2](#), as amended, staff prepared and sent notices to all owners of property located within 100 m of the subject property notifying of the deadline for written submissions prior to third reading of the bylaw (4 PM on Tuesday, February 18, 2025). At the time of writing no submissions have been received regarding this application. Public submissions received by the deadline will be attached to the revised agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_BL751-02_Third.docx
Attachments:	- BL751-02_Third.pdf - BL751-02_Maps_Plans_Photos_2025-02-20.pdf - BL751-02_Screening_redacted.pdf - BL751-02_Access_Permit_Redacted.pdf
Final Approval Date:	Feb 12, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO / DEEP CREEK ZONING AMENDMENT BYLAW NO. 751- 02

A bylaw to amend the "Ranchero / Deep Creek Zoning Bylaw No.751"

WHEREAS the Board of the Columbia Shuswap Regional District adopted bylaw No. 751,

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 751;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, hereby enacts as follows:

1. "Ranchero / Deep Creek Zoning Bylaw No.751" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Ranchero / Deep Creek Zoning Bylaw No. 751 Text, Section 4.14 ID1 Industrial 1 Zone is hereby amended as follows:
 - a) Adding the following after subsection .5:

.6 Site Specific Regulations

In this subsection, lands are described below by legal description and by map. In the event of any discrepancy between the legal description of the lands and the map, the map governs.

- (a) Notwithstanding subsection 4.14.2 Primary Uses, for the property legally described as Lot 1, Section 32, Township 19, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 40014, which is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw, *mini-storage* is a permitted use.

2. This bylaw may be cited as "Ranchero / Deep Creek Zoning Amendment Bylaw No. 751-02"

READ a first time this 18th day of July, 2024.

READ a second time this 12th day of September, 2024.

READ a third time this _____ day of _____, 2025.

Approved pursuant to Section 52(3)(a) of the Transportation Act this _____ day of _____, 2025.

for: Ministry of Transportation and Transit

ADOPTED this _____ day of _____, 2025.

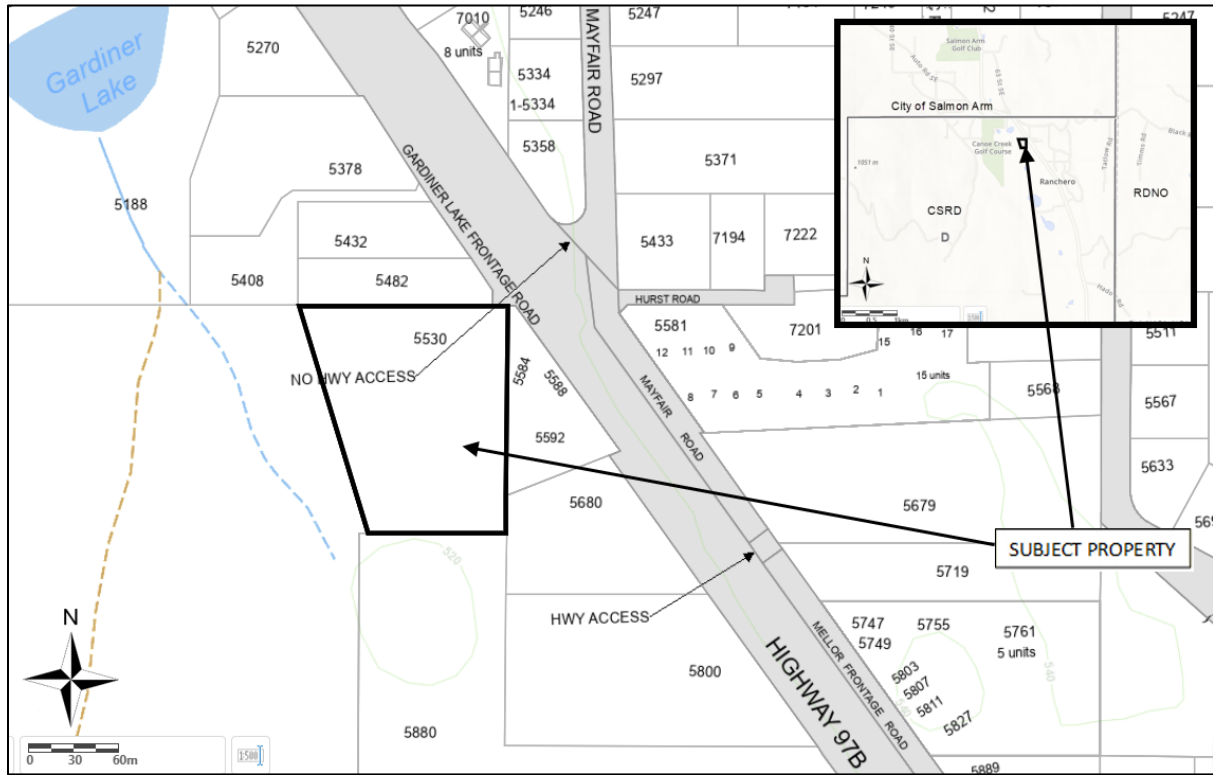
CORPORATE OFFICER

CHAIR

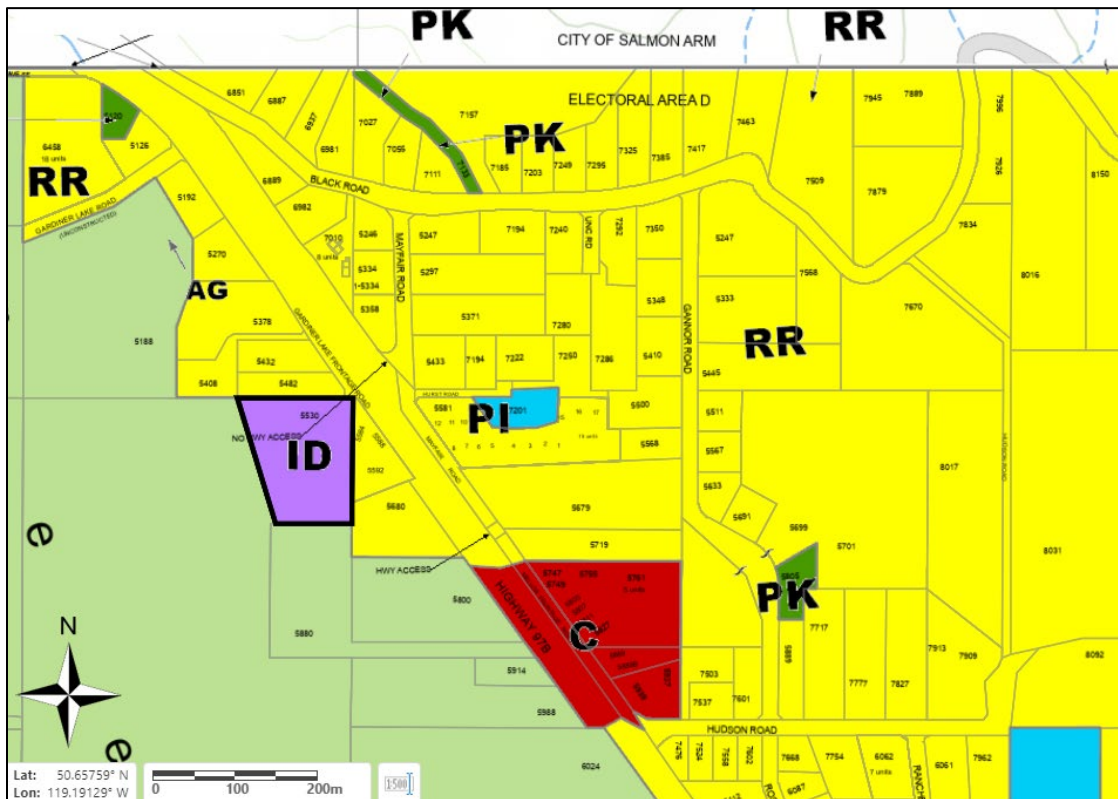
CERTIFIED a true copy of Bylaw No. 751-02 as adopted.

CORPORATE OFFICER

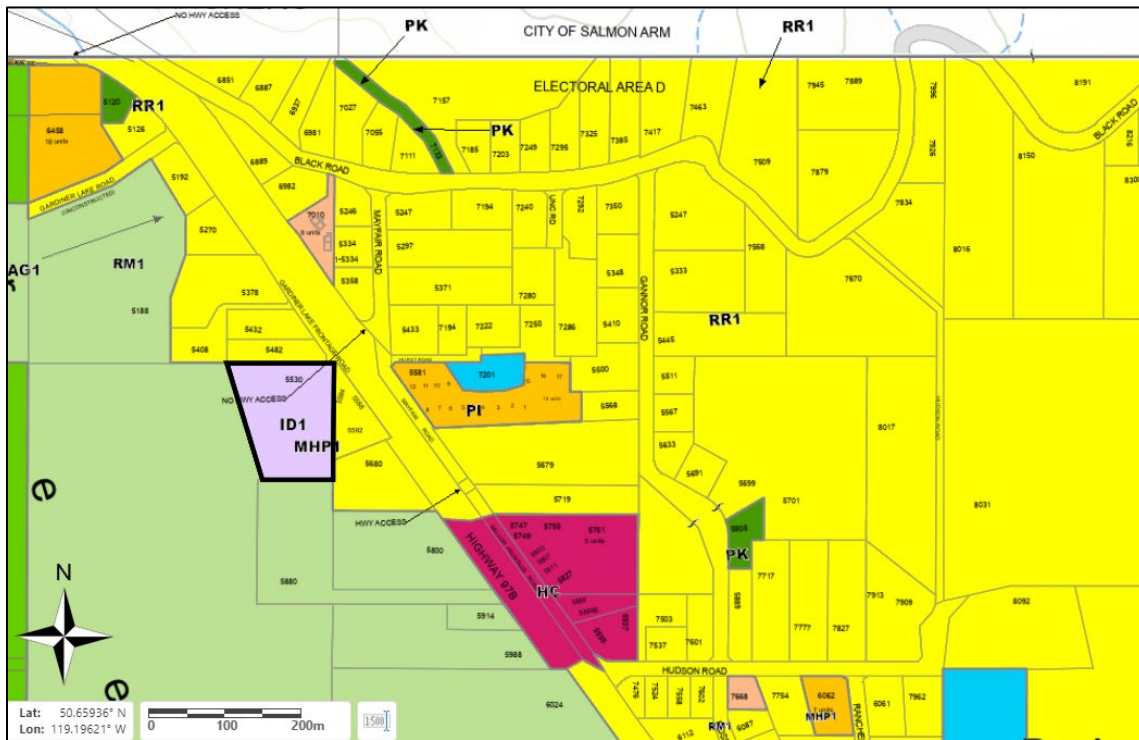
Location



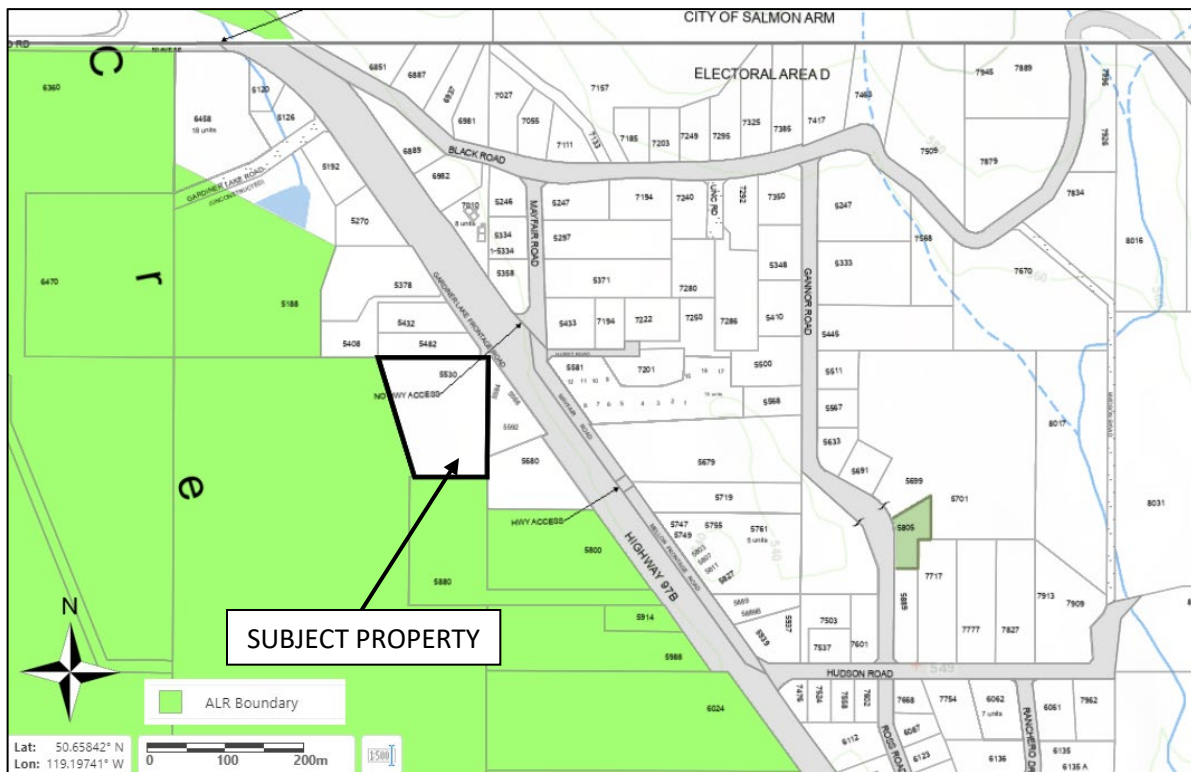
Ranchero-Deep Creek Official Community Plan Bylaw No. 750



Ranchero-Deep Creek Zoning Bylaw No. 751



Agricultural Land Reserve



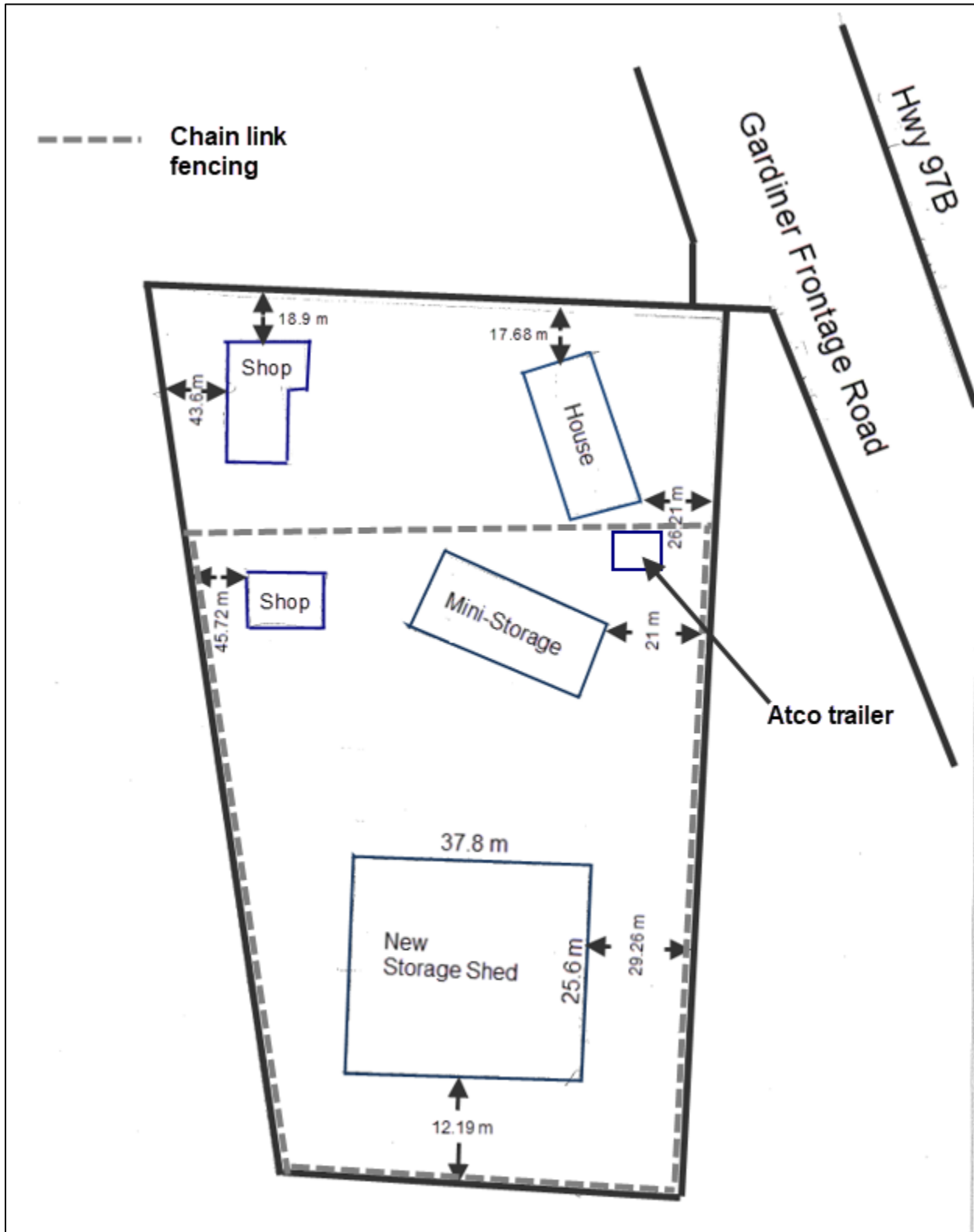
Bing Orthophoto – taken prior to cleanup of property



2023 CSRD Orthophoto showing current development



Site Plan provided by applicant (modified by staff)



Location for screening as recommended at second reading and installed screening



Photos of Installed Screening (December 3, 2024)





Photos (2020)

☉ 235°SW (T) ● 50°39'35"N, 119°12'16"W ±12m



Chris Smft - CSRD

23 Sep 2020, 14:14:26

☉ 180°S (T) ● 50°39'34"N, 119°12'16"W ±6m



☉ 20°N (T) ● 50°39'32"N, 119°12'18"W ±6m



☉ 62°NE (T) ● 50°39'32"N, 119°12'20"W ±12m



Chris Smit - CSRD

19 Oct 2020, 13:19:37

☉ 295°NW (T) ● 50°39'32"N, 119°12'17"W ±6m



Chris Smit - CSRD

19 Oct 2020, 13:18:23

☉ 255°W (T) ● 50°39'33"N, 119°12'16"W ±12m



Chris Smit - CSRD

19 Oct 2020, 13:17:46

Google Street View October 2021



Photos (June 14, 2024)





From: [REDACTED]
To: [Christine LeFloch](#)
Subject: fence screening slats
Date: January 17, 2025 10:17:18 AM

Good morning Christine, I have been asked to send you an email in regards to the fencing at Quinn Lynn Park and Storage.

Not having the screening slats in the fence does not bother us in any way. Personally I would sooner not have the screening slats in, I think the slats are ugly.

If you require any other information please contact me at [REDACTED] or email me back.

Thank you

Regards

[REDACTED]
[REDACTED] - Gardiner Lake Frontage Rd
Salmon Arm, BC V1E 2P8



PERMIT TO CONSTRUCT, USE, AND MAINTAIN ACCESS TO A PROVINCIAL PUBLIC HIGHWAY

PURSUANT TO TRANSPORTATION ACT AND/OR THE INDUSTRIAL ROADS ACT AND/OR THE MOTOR VEHICLE ACT AND/OR AS DEFINED IN THE NISGA'A FINAL AGREEMENT AND THE NISGA'A FINAL AGREEMENT ACT.

BETWEEN:

The Minister of Transportation and Infrastructure
Vernon Area Office
4791 23rd Street
Vernon, BC V1T 4K9
Canada

("The Minister")

AND:



Canada

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;
- B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

The operation and maintenance of One (1) existing Commercial Driveway Access to a Mini-Storage yard serving 5530 Gardiner Lake Frontage Road, Salmon Arm, legally described as PID 011-787-503, Lot 1, Section 32, Township 19, Range 9, West of the 6th Meridian, KDYD, Plan 40014, from Gardiner Lake Frontage Road.

This permit is in effect ONLY when the Regional District adopts Rezoning Text Amendment File #BL751-02.

- C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

1. The Minister shall designate an official ("the Designated Ministry Official") who shall act as the Minister's agent in the administration of this permit in the manner hereinafter set out.
2. The Use shall be carried out according to the reasonable satisfaction of the Designated Ministry Official.
3. The Permittee shall indemnify and save harmless the Ministry, its agents and employees, from and against all claims, liabilities, demands, losses, damages, costs and expenses, fines, penalties, assessments and levies made against or incurred, suffered or sustained by the Ministry, its agents and employees, or any of them at any time or times, whether before or after the expiration or termination of this permit, where the same or any of them are based upon or arise out of or from anything done or omitted to be done by the Permittee, its employees, agents or Subcontractors, in connection with the permit.
4. The Permittee shall make diligent attempts to determine if there are other users of the right of way in the vicinity of the Permittee's location whose use may be affected. It shall be the responsibility of the Permittee to contact any such users before exercising any of the rights granted hereunder and to attempt to reach an accommodation.



5. The Minister shall take reasonable care to do as little damage or interference, as possible, to any Use authorized by this permit in the carrying out of the construction, extension, alteration improvement, repair, maintenance or operation of any work adjacent thereto, but the Minister shall not be responsible for any damage regardless.
6. The Minister at the absolute discretion of the Minister may, at any time, cancel this permit for any reason upon giving reasonable notice; provided, however, that in the case of default by the Permittee or in the case of an emergency no notice shall be necessary. The Minister shall not be liable for any loss incurred as a result of permit cancellation.
7. Placing of speed arresters on the access (or accesses) or in the Permittee's property without the prior consent in writing of the Designated Ministry Official shall render the permit void.
8. The Permittee shall be responsible for replacing any survey monuments that may be disturbed or destroyed by the Use. Replacement must be by a British Columbia land surveyor at the Permittee's expense.
9. The Permittee shall remove any mud, soil, debris, or other foreign material tracked onto the highway from the access authorized herein. Such removal shall be at the Permittee's expense and shall be done at any time the material unduly inconveniences traffic and, in any event, daily.
10. The Permittee acknowledges that the issuance of this permit by the Minister is not a representation by the Minister that this permit is the only authority needed to carry out the Use. The Permittee shall give deference to any prior permission given for use of the right of way in the vicinity of the permit area, shall obtain any other permission required by law, and shall comply with all applicable laws regardless of their legislative origin.
11. At the end of the term of this permit, or when the permit is cancelled or abandoned, the Permittee shall, if so requested by the Minister, remove all installations and shall leave the site as near as reasonably possible in the condition it was in before this permit was issued or such other condition as shall reasonably be required by the Designated Ministry Official. If the Permittee refuses to comply with these obligations, the Minister may perform them as required and the Permittee shall be liable to the Minister for the costs of doing so.
12. The rights granted to the Permittee in this permit are not assignable without the consent of the Minister.
13. As a condition of this permit, the permittee unconditionally agrees with the Ministry of Transportation and Infrastructure that the permittee is the prime contractor or will appoint a qualified prime contractor, as described in Section 24 of the Workers Compensation Act, for the purposes of the work described by this permit, at the work location described in this permit, and that the permittee or designated prime contractor will observe and perform all of the duties and obligations which fall to be discharged by the prime contractor pursuant to the Workers Compensation Act and the Occupational Health and Safety Regulation.
14. The permittee is advised and acknowledges that the following hazards may be present at the work location and need to be considered in co-ordinating site safety: overhead hazards, particularly electrical or telecommunications lines; buried utilities, particularly electrical, telecommunication, and gas lines; traffic, danger trees, falling rocks, and sharp or infectious litter.
15. Any works within the Ministry right-of-way that fall within the scope of "practice of professional engineering" or "practice of professional geoscience" under the Professional Governance Act and the Engineers and Geoscientists Regulation will be performed by a Professional, and shall comply with this Ministry's "Professional Assurance Guidelines". The Guidelines can be viewed on the Ministry's website at <https://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/engineering-standards-and-guidelines/technical-circulars/2023/t01-23.pdf>
16. The permittee is responsible for preventing the introduction and spread of noxious weeds on the highway right-of-way as defined by the British Columbia Weed Control Act and Weed Control Regulation.
17. The Use shall be carried out according to the following drawings and specifications, which are attached and shall be considered to be part of this permit:
HERE DESCRIBE THE ATTACHMENTS n/a
18. (a) The rights granted under this permit shall not be exercised before See Recital B.
(b) The Construction and Installations must be completed on or before N/A.
Exceptions: HERE DESCRIBE ANY CONSTRUCTION OR INSTALLATIONS, WHICH NEED NOT BE COMPLETED BY THAT DATE.
19. The rights granted under this permit are for an indefinite period, unless the property changes ownership where a new permit must be issued.
20. The Permittee shall take all reasonable precautions to attempt to ensure the safety of the public in connection with the Use. In particular, but not so as to limit this obligation, the Permittee shall, if so required by the Designated Ministry Official on reasonable grounds, prepare and implement a traffic control plan. The contents of the plan and the manner in which it is implemented must meet the reasonable satisfaction of the Designated Ministry Official.



21. The profile of the access (or accesses) shall not exceed 2% grade from the ditchline for a distance of at least 15 metres as measured away from the highway along the centerline of the access.
22. The finished grade of the access (or accesses) at the ditch-line shall be 15 cm below the highway shoulder elevation.
23. Access to be constructed at 90 degrees to the highway for a distance of 5 metres from the highway shoulder.
24. This permit does not provide licencing and insurance and/or oversize, overweight authorization for a commercial vehicle to access a provincial highway from an industrial road. Commercial vehicle operators require authority pursuant to Section 8 of the Commercial Transport Act, R.S.B.C. 1996, and should contact the Provincial Permit Centre at 1-800-559-9688 to obtain a Highway Crossing Permit.
25. The Permittee will ensure that the works do not, impair, impede or otherwise interfere with;
 - I. public passage on the Highways;
 - II. the provision of highway maintenance services by the Province, or by its servants, contractors, agents or authorized representatives of the Province in connection with the Highways; or
 - III. the operation of the Highways;
26. That where the said works are in the proximity of any bridge, culvert, ditch or other existing work, such work shall be properly maintained and supported in such manner as not to interfere with its proper function, and on the completion of the said works any bridge, culvert, ditch or other existing work interfered with shall be completely restored to its original condition.
27. That when necessary all excavations, materials, or other obstructions are to be efficiently fenced, lit, and watched, and at all times every possible precaution is to be taken to ensure the safety of the public.
28. In accordance with Sections 000.03 Non-Ministry Developments on Ministry Land or That are Intended to Become Ministry Assets and 165.20 Archaeological and Paleontological Discoveries of the Design Build Standard Specification for Highway Construction - In the event that any item of archaeological, heritage, historical, cultural or scientific interest is found on the project site, the following Chance Find Procedure shall apply:

Such item(s) shall remain the property of the Province and the Permittee shall, on making or being advised of such a find, immediately cease operations in the affected area, minimize activities which create ground disturbance in and adjacent to the affected area, and notify the District Official and the Archaeology Branch of the British Columbia Ministry of Forests, Lands, Natural Resource Operations and Rural Development [Ministry of Forests]. Work shall not resume within 30 m of the discovery site until an appropriate directive has been received from that agency.

To protect archaeological and paleontological sites that are situated within or adjacent to a project site, the Permittee may be required to use a variety of mitigative measures, including but not limited to drainage or erosion control, slope stabilization measures, or erecting fences or other suitable barriers to protect archaeological or paleontological sites that are situated within or adjacent to a project site. These measures, with any negotiated extensions of time for completion of the Works they require, will be determined and adopted at the discretion of the District Official. The costs associated with such mitigative measures will be borne by the Permittee.

A buffer zone, in which no land alteration or other activity is permitted, may be required to ensure adequate site protection. The width of this buffer zone shall be determined by the District Official in consultation with a representative of the Archaeology Branch of the British Columbia Ministry of Forests, Lands, Natural Resource Operations and Rural Development [Ministry of Forests]. The Permittee shall be responsible for the actions of employees and subcontractors with respect to site vandalism and the unlicensed collection of artifacts from Designated archaeological sites in and around the work location.

The Permittee shall ensure that all workers and Subcontractors are fully aware of these requirements and processes.

The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on page 1.

Dated at Vernon, British Columbia, this 13 day of November, 2024

On Behalf of the Minister



BOARD REPORT

TO:	Chair and Directors
SUBJECT:	Electoral Area D: Rancho / Deep Creek Zoning Amendment Bylaw No. 751-07
DESCRIPTION:	Report from Jan Thingsted, Planner III, dated January 31, 2025. 942 Gardom Lake Road, Gardom Lake.
RECOMMENDATION #1:	THAT: "Rancho/Deep Creek Zoning Amendment Bylaw No. 751-07" be given third reading this 20 th day of February, 2025. <i>Stakeholder Vote Unweighted (LGA Part 14) Majority</i>
RECOMMENDATION #2:	THAT: "Rancho/Deep Creek Zoning Amendment Bylaw No. 751-07" be adopted this 20 th day of February, 2025. <i>Stakeholder Vote Unweighted (LGA Part 14) Majority</i>

SUMMARY:

The subject property is located at 942 Gardom Lake Road in the Gardom Lake neighbourhood of Electoral Area D. The property is designated Medium Holdings (MH) in Rancho / Deep Creek Official Community Plan (OCP) Bylaw No. 750, as amended (Bylaw No. 750), and zoned Medium Holdings (MH) in Rancho / Deep Creek Zoning Bylaw No. 751, as amended (Bylaw No. 751).

The property owners have applied for a zoning bylaw amendment to add a site-specific regulation to the MH zone that will bring their existing veterinary clinic into compliance with zoning and to allow for limited future expansion of their clinic. The amendment will increase the maximum area for a home occupation from 200 m² to 250 m² and increase the number of non-resident employees from two to six.

Prior to consideration of third reading and adoption, public notification will be provided advising of the February 18, 2025 deadline for written public submissions and specifying that a public hearing is not necessary.

It is now appropriate for the Board to consider Bylaw No. 751-07 for third reading and adoption.

BACKGROUND:

See: [Regular Board Meeting - April 18, 2024 - Item 17.1](#) for First Reading Board report.

See: [Regular Board Meeting – July 18, 2024 - Item 17.9](#) for Second Reading Board report.

POLICY:

[Rancho Deep Creek Official Community Plan Bylaw No. 750](#)
[Rancho/ Deep Creek Zoning Bylaw No. 751](#)

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

The Board gave first reading of Bylaw No. 751-07 at the April 18, 2024, Board meeting and second reading at the July 18, 2024, Board meeting. Staff recommended the simple consultation process in accordance with [Policy P-18 \(Consultation Process\)](#) as the proposed zoning is consistent with the subject property's MH designation and does not require an OCP land use designation change.

No changes have been made to Bylaw No. 751-07 since second reading.

Confirmation of Upgrades to On-Site Sewerage Disposal System

Prior to second reading, the applicant provided a letter from a Registered Onsite Wastewater Practitioner noting that the existing on-site sewerage disposal system had been inspected and that upgrades were necessary for the system to adequately serve the single-family dwelling and veterinary clinic on the subject property. The Board report presented at second reading notes that prior to consideration of adoption, staff will require documentation confirming that the sewerage system upgrades have been completed.

The applicant has since provided an Interior Health Letter of Certification noting that the subject property is serviced by a sewerage system designed for a three-bedroom home and accessory clinic.

The information provided above addresses the only outstanding item identified by staff at the time of second reading.

Analysis

The property's owners have applied for a zoning bylaw amendment to the MH zone to add a site-specific regulation that will bring their existing veterinary clinic into compliance with zoning and to allow for limited future expansion. The veterinary clinic use is considered consistent with the community values and MH policies in OCP Bylaw No. 750 as it compliments the rural character of the area by providing veterinary services to the local community. The Board waived the public hearing requirement at second reading as Bylaw No. 751-07 is consistent with the MH OCP designation.

As noted above, documentation confirming that sewerage system upgrades have been completed has been provided by the applicant.

Staff do not note any other outstanding concerns related to this application and therefore recommend that Bylaw No. 751-07 be considered for third reading and adoption.

Rationale for recommendations

Staff continue to support Bylaw No. 751-07 and recommend that the bylaw be considered for third reading and adoption for the following reasons:

- The proposal is supported by the OCP's policies and community value statements;
- The veterinary clinic is suitably buffered from neighbouring properties;
- The CSRD has not received any formal bylaw enforcement complaints regarding the existing veterinary clinic;
- The applicant has provided the necessary confirmation of sewerage as requested by staff; and,
- No concerns were raised during the referral process.

IMPLEMENTATION:

If the Board supports the staff recommendations and gives Bylaw No. 751-07 third reading and adoption, staff will consolidate the bylaw accordingly to include the amendment and will update the CSRD website.

COMMUNICATIONS:

Staff will inform the applicant of the Board's decision following their consideration of third reading and adoption of Bylaw No. 751-07.

Public Notification

The applicant has posted a notice of application sign on the subject property in accordance with [Development Services Procedures Bylaw No. 4001-02](#), as amended.

Following first reading of Bylaw No. 751-07 referrals were sent to relevant agencies and First Nations. The responses were summarized in the report presented at the [July 18, 2024 Regular Board Meeting – Item 17.9](#).

The Board waived the public hearing for this application because the proposal is consistent with the Rancho/Deep Creek Official Community Plan. In accordance with the CSRD [Public Notice Bylaw No. 5893](#), a notice will be placed on the CSRD website advising of the deadline for receipt of written comments about the application. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website.

In accordance with Development Services Procedures Bylaw No. 4001-2, as amended, staff prepared and sent notices to all owners of property located within 100 m of the subject property notifying of the deadline for written submissions prior to third reading and adoption of the bylaw (deadline: 4 PM on Tuesday, February 18, 2025).

At the time of writing no submissions have been received regarding this application. Public submissions received by the deadline will be attached to the revised agenda.

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

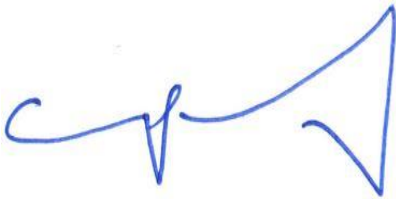
BOARD'S OPTIONS:

1. *Endorse the Recommendations.*
2. *Deny the Recommendations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_BL751-07_Third_Adoption.docx
Attachments:	- BL751-07_Third_Adoption.pdf - BL751-07_Maps_Plans_2024-04-18.pdf
Final Approval Date:	Feb 12, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

RANCHERO / DEEP CREEK ZONING AMENDMENT BYLAW NO. 751-07

A bylaw to amend the "Ranchero / Deep Creek Zoning Bylaw No.751"

The Board of the Columbia Shuswap Regional District, in open meeting assembled, hereby enacts as follows:

1. "Ranchero / Deep Creek Zoning Bylaw No.751" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Ranchero / Deep Creek Zoning Bylaw No. 751 Text, Section 4.7.5 MH Medium Holdings Zone is hereby amended by:

- i) Adding a new Section after 4.7.5(a):

(b) This special regulation applies to Lot 1 Section 7 Township 19 Range 9 West of the 6th Meridian Kamloops Division Yale District Plan 23833 Except Plans KAP50842 & KAP58363, which is more particularly shown outlined in bold on Schedule 1 attached hereto and forming part of this bylaw. The following regulations also apply:

- (i) Notwithstanding Section 3.17(e)(ii), the maximum area of all *home occupation uses* on *parcels* greater than 0.4 ha, but less than or equal to 2 ha shall be no greater than 250 m².
- (ii) Notwithstanding Section 3.17(f)(i), Only persons residing in the *dwelling unit* associated with the *home occupation* may be involved in the *home occupation* plus a maximum of six (6) non-resident employees on *parcels* less than or equal to 2 ha.

2. This bylaw may be cited as "Ranchero/Deep Creek Zoning Amendment Bylaw No. 751-07".

READ a first time this _____ 18th day of _____ April _____, 2024.

READ a second time, as amended, this _____ 18th day of _____ July _____, 2024.

READ a third time this _____ day of _____, 2025.

ADOPTED this _____ day of _____, 2025.

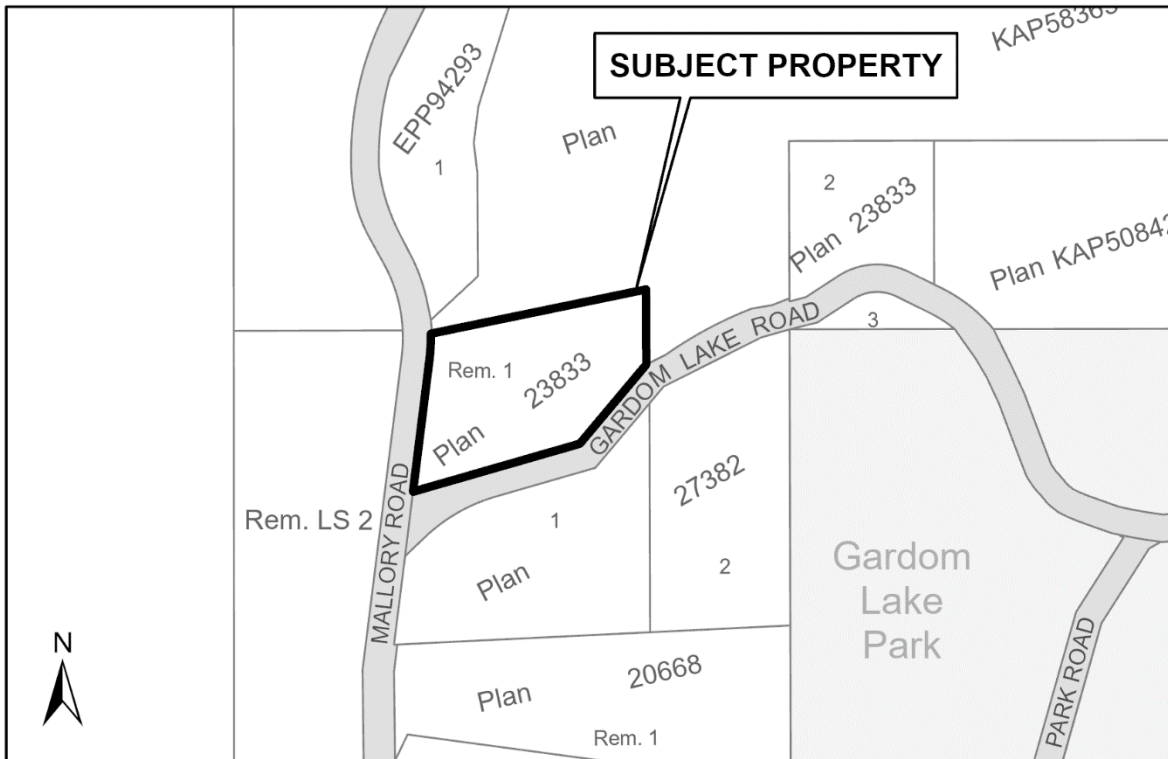
CORPORATE OFFICER

CHAIR

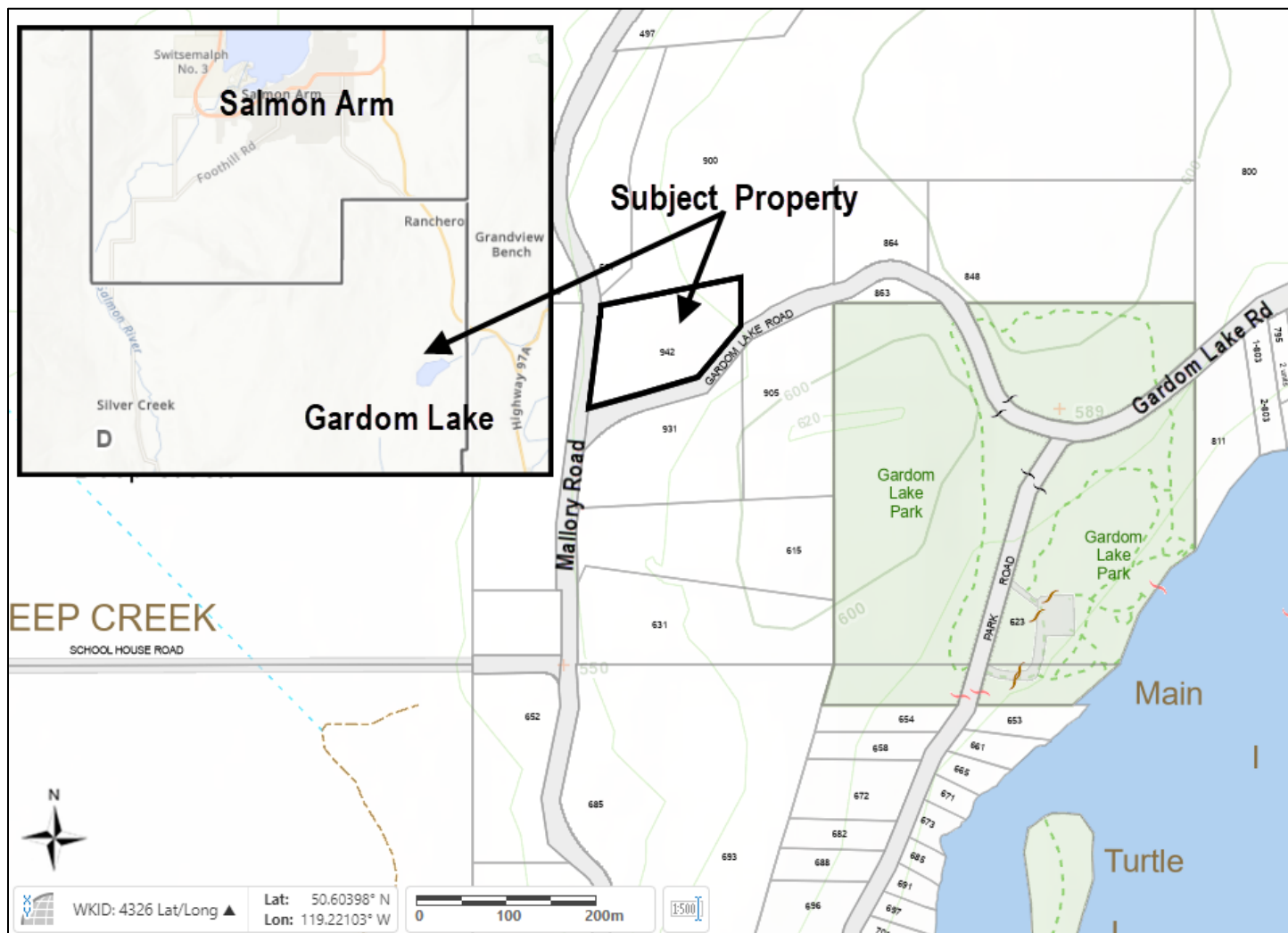
CERTIFIED a true copy of Bylaw No. 751-07
as adopted.

CORPORATE OFFICER

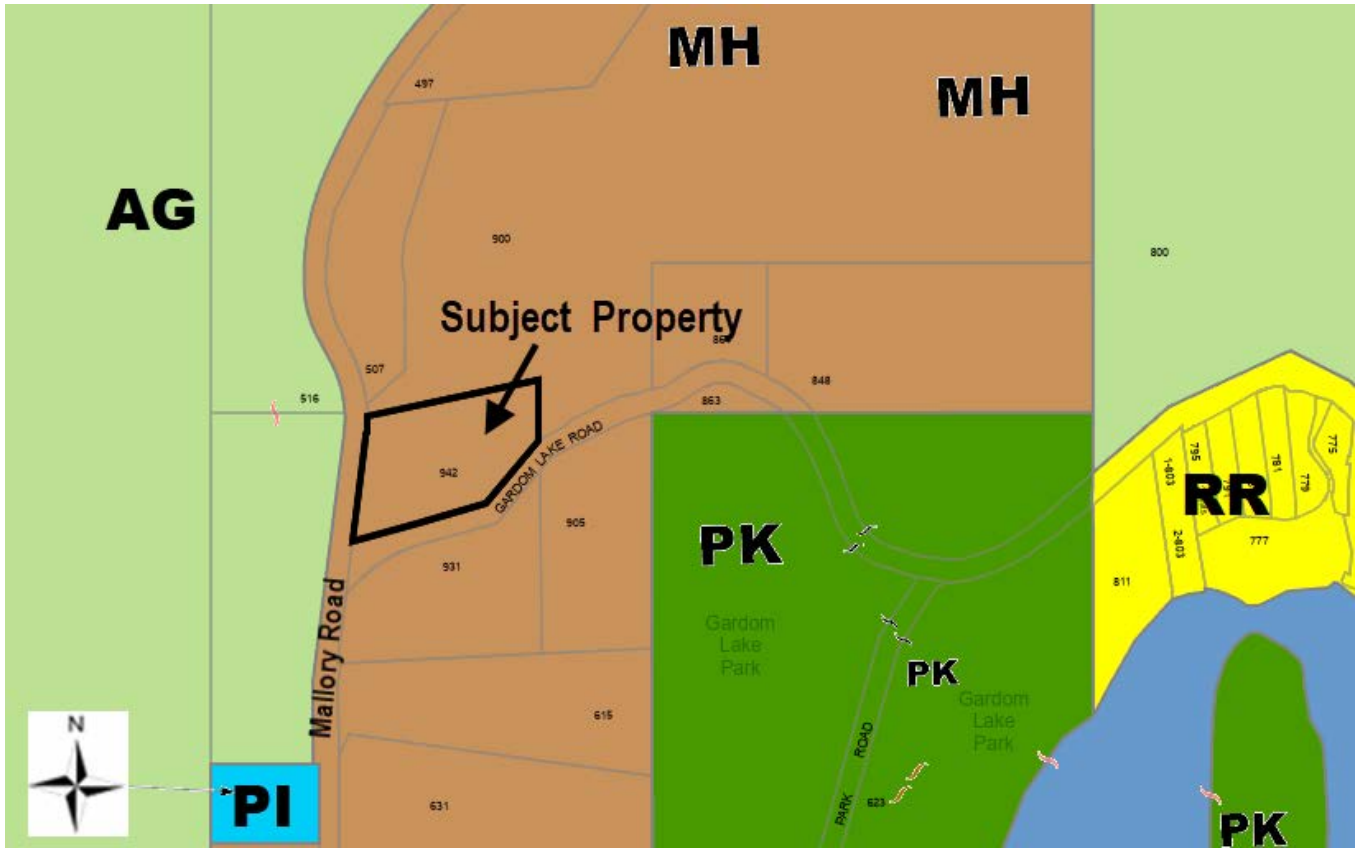
Ranchero / Deep Creek Zoning Amendment Bylaw No. 751-07



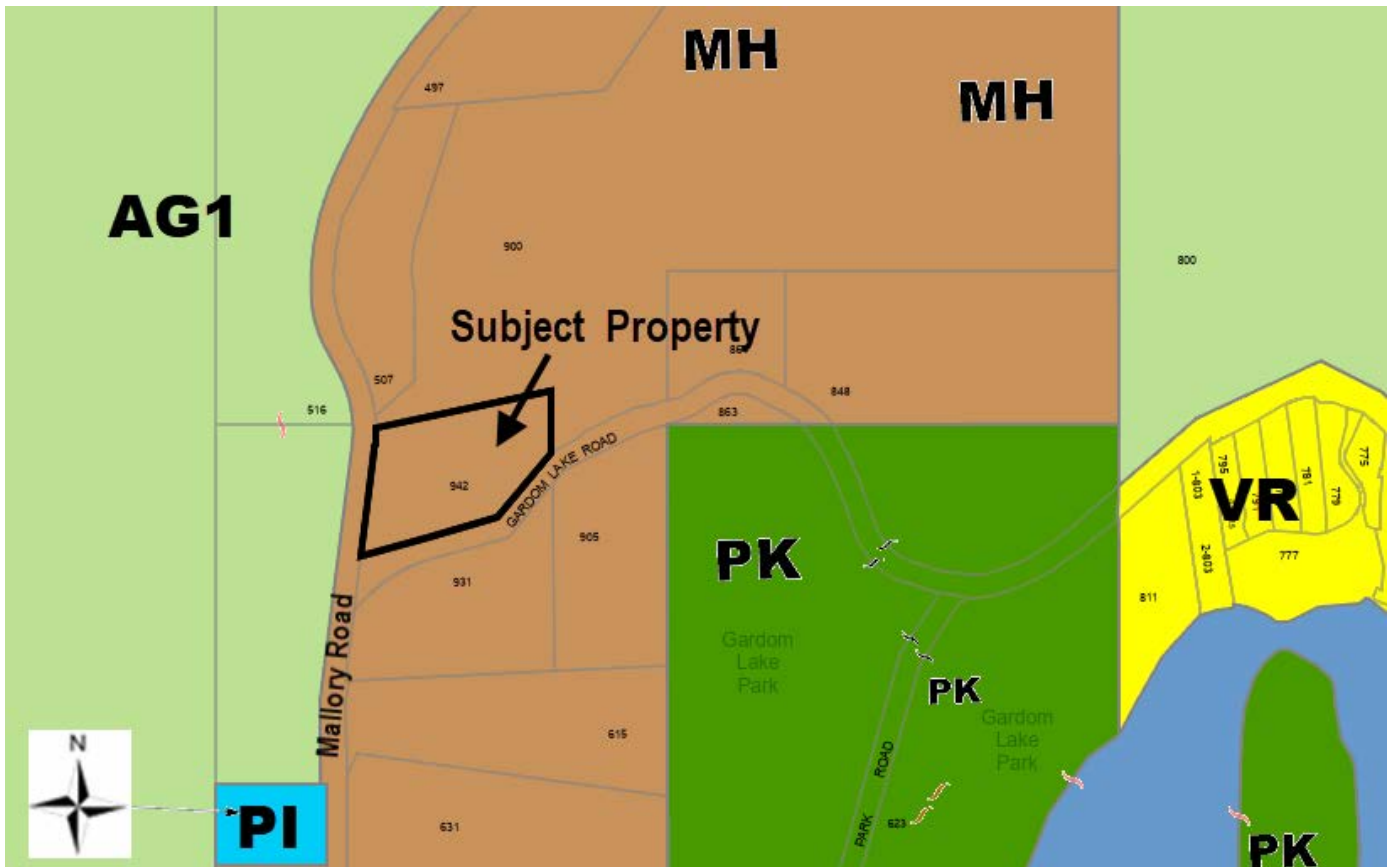
Location



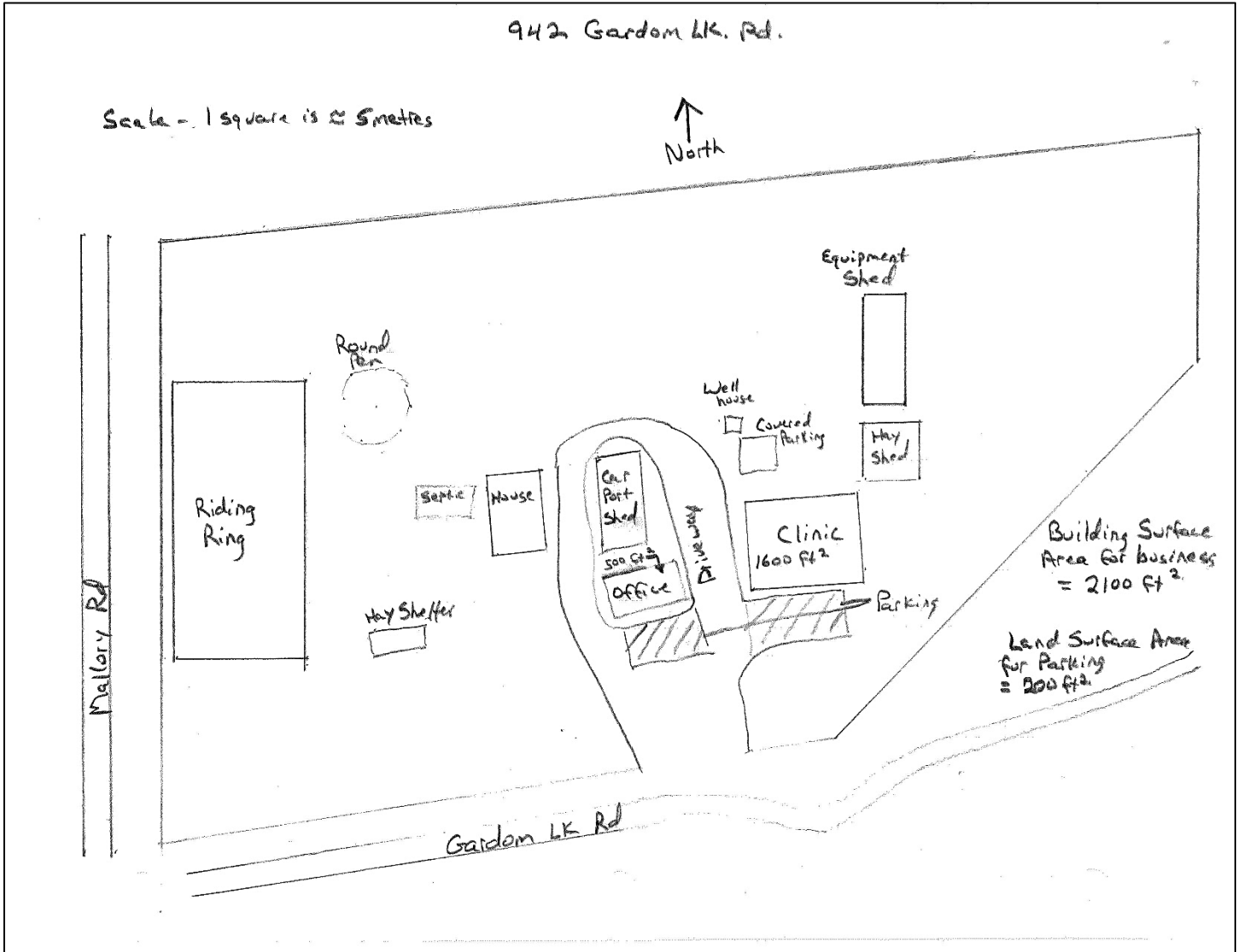
Ranchero/Deep Creek Official Community Plan Bylaw No. 750



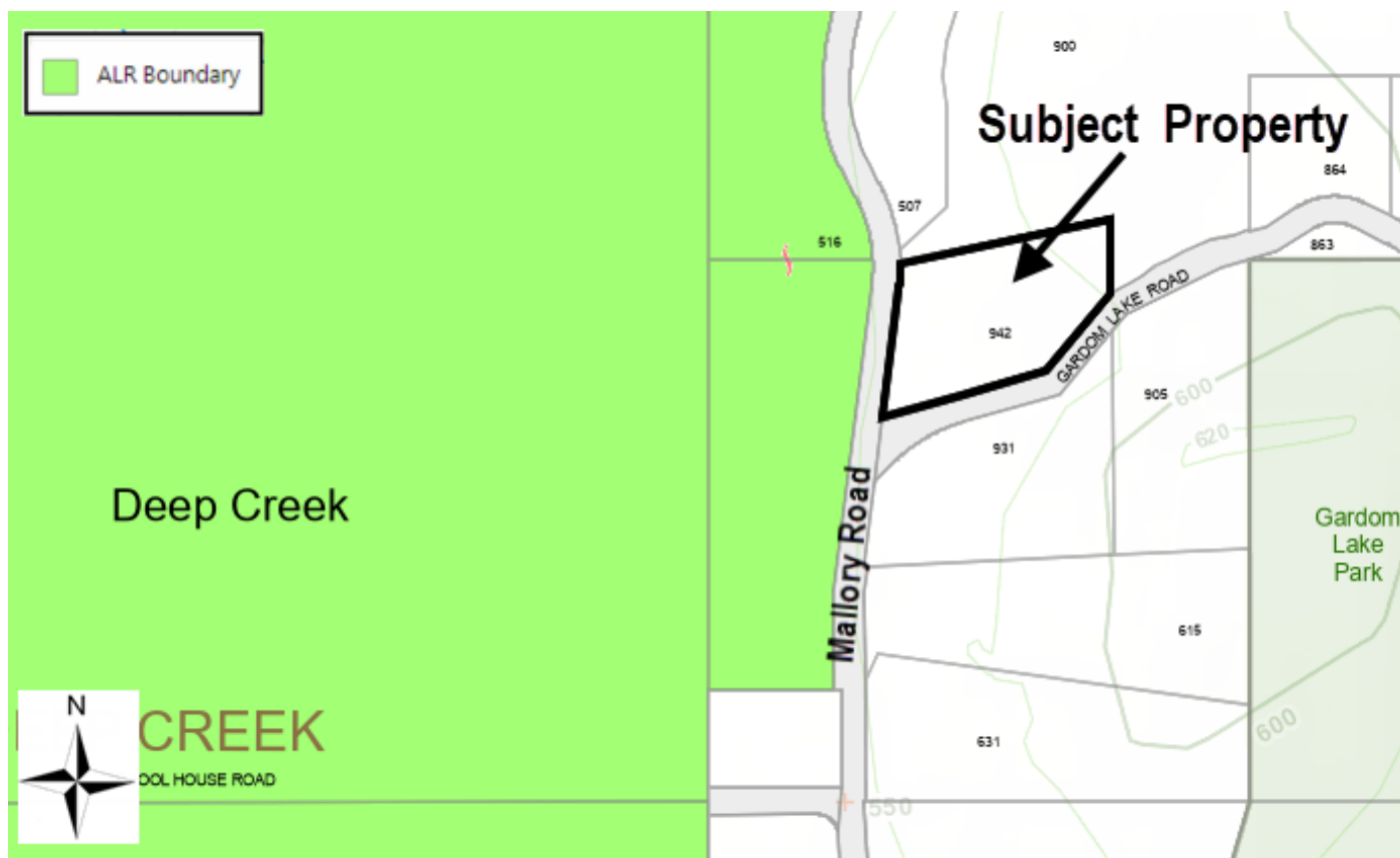
Ranchero/Deep Creek Zoning Bylaw No. 751



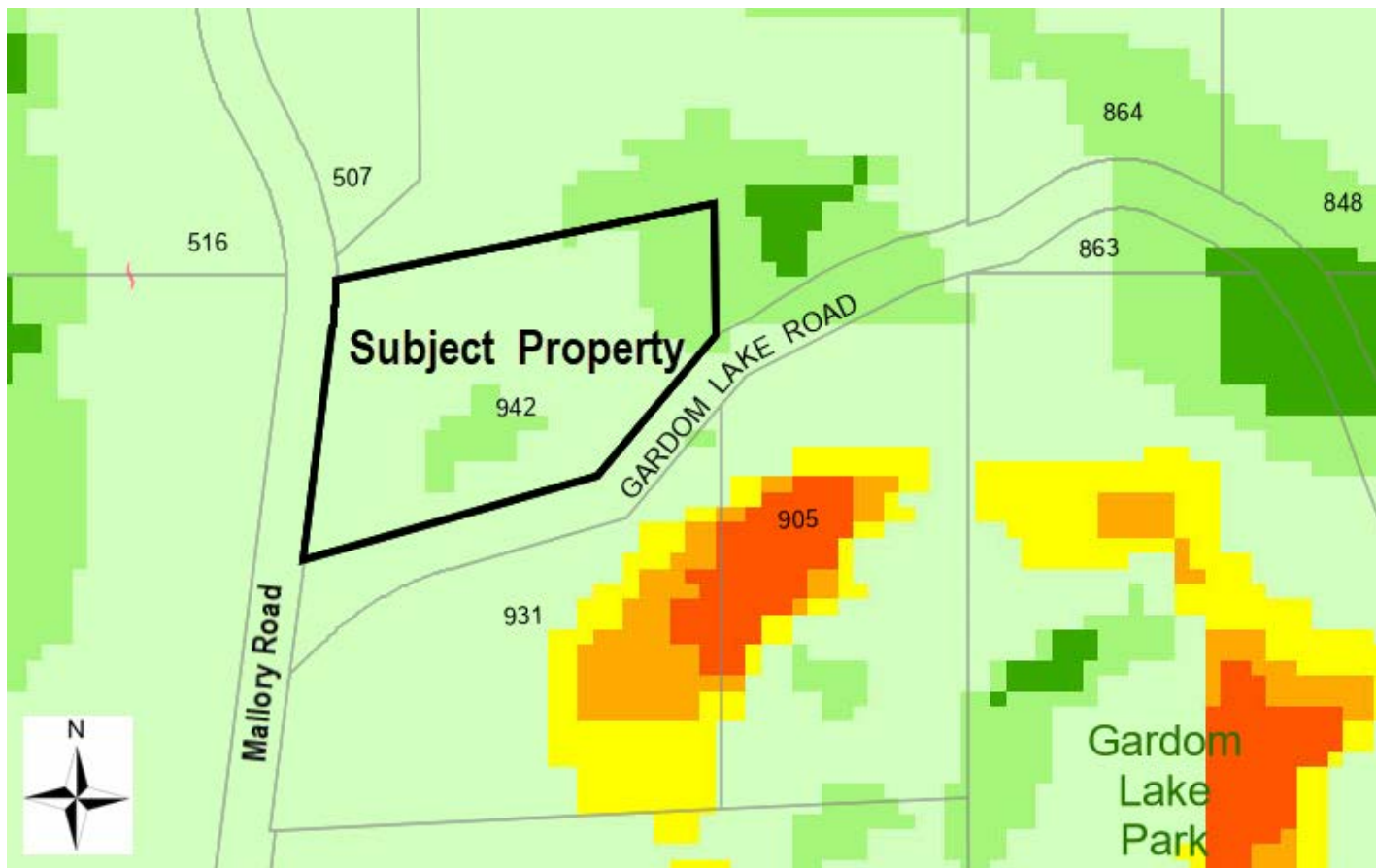
Site Plan (provided by applicant)



ALR



Slopes



Orthophoto (2023)





BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area E: Electoral Area E Zoning Amendment Bylaw No. 841-11
- DESCRIPTION:** Report from Jan Thingsted, Planner III, dated February 4, 2025.
3410 Oxbow Frontage Road, Yard Creek
- RECOMMENDATION #1:** THAT: "Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-11" be given first reading, this 20th day of February, 2025.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #2:** THAT: the Board utilize the simple consultation process for Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-11, and it be referred to the following agencies and First Nations:
- CSR D Community and Protective Services;
 - CSR D Environmental and Utility Services;
 - Ministry of Environment and Parks;
 - Interior Health Authority;
 - Ministry of Transportation and Transit;
 - Ministry of Forests: Archaeology Branch;
 - All applicable First Nations Bands and Councils;
- AND THAT: the public hearing be waived.
Stakeholder Vote Unweighted (LGA Part 14) Majority

SUMMARY:

The subject property is located at 3410 Oxbow Frontage Road in the Yard Creek neighbourhood of Electoral Area E. The property is designated Resort (RT) in Electoral Area E Official Community Plan (OCP) Bylaw Number 840 (Bylaw No. 840), as amended, and zoned Comprehensive Development E8 (CDE8) in Electoral Area E Zoning Bylaw Number 841 (Bylaw No. 841), as amended.

The property was previously designated and zoned Industrial (ID) but was redesignated to RT and rezoned to CDE8 in December 2023 to permit a mixed-use resort. Since that time, the owners have changed their development plans and would like to replace the camping area with more mini storage and utilize a phased approach for servicing. These proposed changes require a rezoning amendment to reconfiguring the Development Areas within CDE8 and to update the CDE8 servicing requirements. Staff also propose adding CDE7 and CDE8 to the signage regulation table in Bylaw No. 841.

Staff are recommending that the Board read the amending bylaw a first time and direct staff to send referrals to applicable agencies and First Nations for their comments.

BACKGROUND:

ELECTORAL AREA:

E

LEGAL DESCRIPTION:

Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580

PID:

024-120-871

CIVIC ADDRESS:

3410 Oxbow Frontage Road, Yard Creek

SURROUNDING LAND USE PATTERN:

North = Oxbow Frontage Road and Trans-Canada Highway

South = Industrial (log and timber frame home manufacturing facility)

East = Industrial (log and timber frame home manufacturing facility)

West = Industrial (sawmill)

CURRENT USE:

Single detached dwelling and storage buildings.

PROPOSED USE:

Development of a mixed-use resort that includes recreational vehicle and park model shared-interest spaces (available for purchase), year-round residential shared-interest spaces (modular homes available for purchase), and mini storage. The existing single detached dwelling would be used as an office and residence for the property manager. The existing storage buildings would be used for mini storage and resort utility. Other proposed uses include a pool, greenspace, dog park and property management facilities.

PARCEL SIZE:

7.76 ha

DESIGNATION:

[Electoral Area E Official Community Plan Bylaw Number 840](#)

RT - Resort

ZONE:

[Electoral Area E Zoning Bylaw Number 841](#)

CDE8 Comprehensive Development E8 Zone (CDE8)

PROPOSED ZONE:

CDE8 (with amendments to the CDE8 zone to replace the camping spaces area with mini storage and to utilize a phased servicing approach).

AGRICULTURAL LAND RESERVE:
0%

SITE COMMENTS:

The subject property is flat, mostly cleared, with one single detached dwelling and several storage buildings located close to the front parcel boundary. Approximately 10% of the subject property at the rear remains treed. A small pond is located at the south end of the property. Access to the subject property is from Oxbow Frontage Road.

See: "BL841-11_Maps_Plans_Photos.pdf" for maps, plans and photos.

BYLAW ENFORCEMENT:

There is no bylaw enforcement action associated with this property.

POLICY:

See "BL840_BL841 _Excerpts_BL841-11.pdf" for excerpts of the relevant policies and land use regulations from Bylaw No. 840 and Bylaw No. 841:

[Electoral Area E Official Community Plan Bylaw Number 840](#)

- 4.9 Resort Designation
- 6.7 Resort Lands Form and Character Development Permit Area

[Electoral Area E Zoning Bylaw Number 841](#)

- 2.1 Definitions
- 4.10 Multiple-Dwelling 1 Residential Zone
- 4.27 CDE8 Comprehensive Development E8 Zone

FINANCIAL:

There are no financial implications associated with this application.

KEY ISSUES/CONCEPTS:

Proposal

On December 8 2023, the property's owners successfully redesignated and rezoned the subject property from Industrial (ID) to RT and CDE8, respectively, to enable the development of a mixed-use resort.

See item 17.1 on the [December 8, 2023 Board Meeting Agenda](#) for the report and bylaws presented at Adoption.

Since that time, the owners have changed their development plans and wish to reconfigure the Development Areas within CDE8 to replace the camping spaces area (Development Area 1) with more commercial indoor storage.

The current and proposed zoning is as follows:

Current CDE8 zone (135 total units):

- DA1: 27 camping spaces – 0.93 ha
- DA2: 28 recreational vehicle or park model space - 0.91 ha
- DA3: 56 single detached dwellings - 2.14 ha
- DA4: 24 tourist cabins - 0.27 ha
- DA5: green space / property management facilities - 1.13 ha
- DA6: resort facilities / commercial indoor storage - 2.29 ha

Proposed CDE8 zone (96 total units):

- DA1: mini storage -1.26 ha
- DA2: 38 recreational vehicle or park model, seasonal dwelling unit spaces - 1.85 ha
- DA3: 58 single detached dwellings - 2.49 ha
- DA4: green space / property management facilities - 0.74 ha
- DA5: resort facilities / mini storage - 1.43 ha

To create better consistency with uses already defined in Bylaw No. 841, staff have proposed that for amending Bylaw No. 841-11, “commercial indoor storage” be referred to as “mini storage” and that “tourist cabin” be referred to as “seasonal dwelling unit”. This bylaw amendment proposes that the 70 m² maximum floor area for tourist cabins be changed to a floor area, net no greater than 115 m² for seasonal dwelling units.

The current CDE8 zone regulations require that all development within CDE8 be connected to a community sewer system that has a minimum of 50 connections and is regulated by the Municipal Wastewater Regulation (MWR). The latest development plans propose changing the servicing approach in which the first phase of development would be serviced by a single community sewer system regulated by the Sewerage System Regulation (SSR) under the Public Health Act, for up to 22,700 litres per day of sewage, with any subsequent development requiring that the entire development being serviced by a system regulated by the MWR, under the Environmental Management Act.

The rationale letter provided by the agent notes that the proposed rezoning is necessary to reflect the owner’s refinement of their development plans. The replacement of camping spaces with more storage is intended to allow the storage of larger personal items of the resort residents and the public.

The increase in floor area for the tourist cabins (referred to as “seasonal dwelling units”) is intended to allow for easier and more cost effective construction as well as a decrease in required labour and less waste, due to the standard length of lumber that can be used.

The developer’s rationale for phasing the development (and servicing) is to generate the capital required to finance the infrastructure requirements for the full build out.

Staff are proposing that the amendment to the Bylaw No. 841 also include adding CDE7 and CDE8 to Table 2 in Section 3.25 that addresses signage regulations.

See attached “BL841-11_Rationale_Letter_2025_01_30.pdf” for details regarding the current rezoning application.

See attached “BL841-11_First.pdf” to review proposed CDE8 zoning.

Electoral Area E Official Community Plan Bylaw Number 840

The subject property is designated Resort (RT) in Bylaw No. 840. The RT designation was approved for the property along with the CDE8 zone in December 2023 with the intent to create a mixed-use resort.

See the Board report presented at [2023-02-16 Board DS BL840-03 BL841-07 first.pdf](#) for details on the previous OCP redesignation and rezoning.

Section 4.9 of Bylaw No. 840 states that resort uses may be considered throughout the Plan area but must consider certain criteria. Two criteria of note include:

- *All new resort subdivisions and all new rezoning applications which would increase existing densities or require additional sewer or water capacity must be connected to both a community sewer system and a community water system. Where community sewer and water system servicing is not feasible, the maximum allowable density is 1 unit/ha.*
- *Encourage and support the inclusion of camping for the travelling public.*

The OCP's definition for community water system specifies that it be a system regulated by the MWR. The agent's proposal to use a SSR system for the first phase does not meet this definition. It is recommended that the CSRD seek referral comments from Interior Health Authority, Ministry of Environment and Parks, and CSRD Environmental and Utility Services to determine if such an approach is permitted or supported.

The developers are proposing to replace the camping spaces area with more mini storage. Although the OCP supports the inclusion of camping for the travelling public in resorts, staff understand the agent's rationale for converting this area to mini storage as it will provide more storage options for resort users.

The Resort Lands Form and Character Development Permit (DP) is required to be issued prior to a building permit being issued for commercial or mixed-use buildings or structures and multi-family residential buildings within the Resort DPA. The agent has a submitted an application for a Resort Lands Form and Character Development Permit DP that is currently under review but can not be considered for issuance until the rezoning has been successfully completed.

The Board could consider DP issuance after the proposed rezoning is adopted or at the same meeting that the Board considers the propose zoning bylaw amendment for adoption.

See "BL840-BL841_Excerpts_BL840-03_BL841-07" attached for more details on development permit guidelines.

Electoral Area E Zoning Bylaw No. 841

On December 8 2023, the property's owners successfully rezoned the subject property from Industrial (ID) to CDE8 to enable the development of a mixed-use resort.

See item 17.1 on the [December 8, 2023 Board Meeting Agenda](#) for the report and bylaws presented at Adoption.

The CDE8 zone is comprised of six development areas (DAs) which permit the following uses:

- DA1: 27 camping spaces – 0.93 ha
- DA2: 28 recreational vehicle or park model space - 0.91 ha
- DA3: 56 single detached dwellings - 2.14 ha
- DA4: 24 tourist cabins - 0.27 ha

DA5: green space / property management facilities - 1.13 ha

DA6: resort facilities / commercial indoor storage - 2.29 ha

Construction has not started on the resort as the developer has updated their plans and requires a rezoning prior to construction.

The proposed amendment to the CDE8 zone involves:

- reducing the total unit count from 135 to 96
- replacing the 27 camping spaces with 24 mini storage units
- changing 'tourist cabin' to 'seasonal dwelling unit'
- placing recreational vehicles, park models and seasonal dwelling unit spaces into one DA (DA2) and setting a 38 unit limit
- changing the servicing approach in which the first phase of development is serviced by a single community sewerage system regulated by the Sewerage System Regulation (SSR), for up to 22,700 litres per day of sewage, with any subsequent development requiring that the entire development be serviced by a system regulated by the Municipal Wastewater Regulation (MWR)

The proposed zoning bylaw amendment would reduce the number of DAs in CDE8 to five. The five DAs would permit the following uses:

DA1: mini storage -1.26 ha

DA2: 38 recreational vehicle or park model, seasonal dwelling unit spaces - 1.85 ha

DA3: 58 single detached dwellings - 2.49 ha

DA4: green space / property management facilities - 0.74 ha

DA5: resort facilities / mini storage - 1.43 ha

Staff are proposing that the amendment to Bylaw No. 841 also include adding CDE7 and CDE8 to Table 2 in Section 3.25 that addresses signage regulations.

Water Supply and Wastewater Treatment

The current CDE8 zoning for the subject property requires connection to a community water system and community sewer system.

The definitions of Community Water System and Community Sewer System included in both Bylaw No. 840 and Bylaw No. 841 are as follows:

COMMUNITY SEWER SYSTEM is a sewage collection, treatment and disposal system serving 50 or more connections, or parcels. Facilities may include wastewater treatment (disposal) plants and ancillary works, sanitary sewers and lift stations for the collection and treatment of wastewater, and is approved and operated under the MWR (Environmental Management Act);

COMMUNITY WATER SYSTEM means a waterworks system, serving 50 or more connections or parcels, and is approved and operated under the Drinking Water Protection Act;

The MWR applies to larger community sewer systems with the potential for broader environmental impact and necessitates the submission of detailed reports and assessments and registration with the Province (Ministry of Environment and Parks). The SSR applies to smaller community sewer systems with the local health authority having regulatory oversight.

The servicing proposed at the time the subject property was zoned from ID to CDE8 was consistent with Bylaw No. 841 and noted that:

"An onsite wastewater treatment and disposal system will be designed and registered under the BC Municipal Wastewater Regulations (MWR)."

See attached: "BL841-11_Preliminary_Servicing_Report_2024-05-16.pdf" for servicing details.

The latest development plans, however, propose a servicing approach in which the first phase of development is serviced by a single community sewerage system regulated by the SSR, up to 22,700 litres per day of sewage, with any subsequent development requiring that the entire system be regulated under the MWR.

The proposed phasing is intended allow for the development of a less costly sewer system for the initial phase (maximum 25 units) and generate the capital required to complete the necessary community sewer infrastructure improvements required for the full build out.

An email provided by Franklin Engineering on January 29, 2025 proposes that the initial system will be designed and situated such a way that it would accommodate future expansion to a MWR system. The considerations noted include meeting the required distance between the sewerage system and the well. The agent's rationale letter notes that a forthcoming updated Engineering brief will be submitted prior to the consideration of second reading and will take the phased sewer approach into consideration.

The agent has proposed a unit cap of 25 units based on calculations provided by Franklin Engineering to ensure that the flow rates do not exceed 22,700L/day when the SSR system is utilized. Standard flow rates are identified within the SSR Practice Manual Version 3.

The agent has proposed the use of a covenant to reinforce a unit cap of 25 units which are linked to a SSR sewerage system with less than 50 connections. The covenant would also state that any additional units would require the construction of a MWR regulated community sewer system as defined within the zoning bylaw to service the entire development.

See "BL841-11_Franklin_Engineering_Email_2025-01-29.pdf for the email (dated January 29, 2025) from Franklin Engineering and "BL841-11_Rationale_Letter_2025_01_29.pdf".

For the purpose of providing a bylaw that can be considered for first reading, staff have included the following servicing requirements that will apply to the entire CDE8 zone:

Notwithstanding the definition of community water system, all development within CDE8 shall be serviced by a single community water system that can serve less than 50 connections.

Notwithstanding the definition of community sewer system, all development within CDE8 shall be serviced by a single community sewer system that is approved and operated under either the Public Health Act or Environmental Management Act that can serve less than 50 connections.

See attached "BL841-11_First.pdf" to review proposed CDE8 zoning.

Staff recognize that these servicing requirements may change at the time of consideration of second reading based on comments received from both IHA and the Ministry of Environment and Parks.

Access and parking

Access to the subject property is from Oxbow Frontage Road. The subject property is within 800 m of a Controlled Access Highway (TCH) and will therefore require Ministry of Transportation and Transit

(MOTT) Statutory Approval for this bylaw amendment prior to adoption. MOTT will also require a commercial access permit. MOTT will receive a referral if the Board gives the proposed bylaws first reading.

Each site in the resort used for RVs, park models, seasonal dwellings, and single detached dwelling includes two parking spaces. A 1,000 m² parking area that can accommodate 50 parking spaces is also included in Development Area 5, the Resort Facilities area. These parking provisions are deemed sufficient and meet the requirements of CDE8.

Analysis

Staff believe it is appropriate to consider the applicant's proposal for amending the CDE8 zone currently that applies to the subject property.

From a land use perspective, the proposed rezoning is considered consistent with the existing RT OCP designation as explained above. Although the replacement of camping spaces with mini storage will reduce camping opportunities for the traveling public, it will provide more opportunities to allow the storage of larger personal items of the resort users and the public.

The proposed change from a MWR community sewer system to a phased servicing approach represents a significant change. The wording that staff have included in the bylaw to address servicing requirements is intended to allow first reading to be considered by the Board and referred to agencies and First Nations. It is possible that it is not the final wording. The wording may be revised by staff prior to second reading after referral comments are received by both IHA and the Ministry of Environment and Parks.

The agent has noted that an updated engineering brief is forthcoming. Staff will ensure that this brief is included in the referral that is provided to all agencies and First Nations.

Staff are proposing that the Board consider giving Bylaw No. 841-11 first reading and directing staff to send referrals to the agencies and First Nations listed in the Communications section below.

Rationale for recommendation

The applicant would like to change the CDE8 zoning for the subject property to better accommodate their updated development plans. The plans involve replacing 29 camping spaces with 25 public mini storage units and utilizing a phased approach for servicing.

Staff are recommending that Bylaw No. 841-11 be read a first time and that the Board utilize the simple consultation process and direct staff to refer the bylaw to the agencies and First Nations listed in the Communications section of this report.

Staff support giving Bylaw No. 841-11 first reading for the following reasons:

- The proposed bylaw amendment to the CDE8 zone is consistent with the RT OCP designation;
- Giving the bylaw first reading provides relevant agencies and First Nations the opportunity to review and submit comments on the proposed bylaw amendment;
- The developer's agent has noted that an updated servicing brief will be providing before second reading, detailing how phased development will be serviced while meeting provincial legislation; and,
- The developer's agent has proposed the registration of a Section 219 covenant to reinforce a cap of 25 units for when the Resort is connected to a SSR system. The proposed unit cap of 25

is based on calculations provided by Franklin Engineering to ensure that the flow rates do not exceed 22,700L/day (maximum daily flow rate for a SSR system).

IMPLEMENTATION:

Referrals

If the Board gives Bylaw No. 841-11 first reading, staff will send referrals to the agencies and First Nations listed in the Communications section below.

Consultation Process

Simple consultation has been recommended in accordance with [Policy P-18 Consultation Processes](#) as the proposed zoning bylaw amendment does not require an OCP land use designation change. This means the applicant does not need to hold a public information meeting regarding the proposed bylaw amendment.

It is recommended that the public hearing be waived for this application because the proposal is consistent with the Electoral Area E Official Community Plan Bylaw. In accordance with Section 467 of the Local Government Act, staff have prepared a notice which will be published on the CSRD website prior to first reading of the bylaw, notifying of the application and that a public hearing is not required.

In accordance with the [CSRD Public Notice Bylaw No. 5893](#) a notice will be placed on the CSRD website advising of the deadline for receipt of written comments about the application. Interested persons may also choose to sign up for notifications through the email subscription service available on the CSRD website. In accordance with [Development Services Procedures Bylaw No. 4001-2](#), as amended, staff prepared and sent notices to all owners of property located within 100 m of the subject property notifying that a public hearing is not required for Bylaw No. 841-11 and that comments can be received up until prior to consideration of third reading. At the time of writing no submissions have been received regarding this application.

COMMUNICATIONS:

Referrals

If the Board gives Bylaw No. 841-11 first reading, the bylaw will be sent out to referral agencies and First Nations. Referral response will be provided to the Board with a future Board report, prior to consideration of second reading.

The following list of referral agencies is recommended:

- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- Ministry of Environment and Parks;
- Interior Health Authority;
- Ministry of Transportation and Transit;
- Ministry of Forests: Archaeology Branch;
- Adams Lake Indian Band;
- Lower Similkameen Band;
- Neskonlith Indian Band;
- Okanagan Indian Band;

- Penticton Indian Band;
- Shuswap Indian Band;
- Skw'lax te Secwepemcú'lecw;
- Splotsin First Nation; and
- Upper Nicola Band

Notice of Application Sign

Section 8.2 of the [Development Services Procedures Bylaw No. 4001-2](#), as amended, requires one notice of development sign for every 400 m of street frontage. The placement of one notice of development sign on Oxbow Frontage Road will fulfill the requirements of Bylaw No. 4001-2. The sign shall be placed no later than 30 days following first reading of the proposed bylaw amendment.

DESIRED OUTCOME:

That the Board support the staff recommendations.

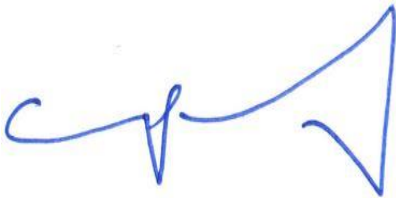
BOARD'S OPTIONS:

1. *Endorse the Recommendations.*
2. *Deny the Recommendations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2025-02-20_Board_DS_BL841-11_First.docx
Attachments:	<ul style="list-style-type: none"> - BL841-11_First.pdf - BL840-BL841_Excerpts_BL841-11.pdf - BL841-11_Rationale_Letter_2025_01_29.pdf - BL841-11_Preliminary_Servicing_Report_2024-05-16.pdf - BL841-11_Franklin_Engineering_Email_2025-01-29.pdf - BL841-11_Maps_Plans_Photos.pdf
Final Approval Date:	Feb 12, 2025

This report and all of its attachments were approved and signed as outlined below:



Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean

COLUMBIA SHUSWAP REGIONAL DISTRICT

ELECTORAL AREA E ZONING AMENDMENT BYLAW NO. 841-11

A bylaw to amend the "Electoral Area E Zoning Bylaw No. 841"

The Board of the Columbia Shuswap Regional District, in open meeting assembled, hereby enacts as follows:

1. "Electoral Area E Zoning Bylaw No. 841", as amended, is hereby further amended as follows:

A. TEXT AMENDMENT

Schedule A (Zoning Bylaw Text), which forms part of the "Electoral Area E Zoning Bylaw No. 841" is amended as follows:

1. Section 3 General Regulations is amended by:
 - a) Section 3.25 (Signage) is amended by adding "CDE7" and "CDE8" to Table 2 (c) Zone.
2. Section 4 Zones is amended by:
 - a) Section 4.27 CDE8 Comprehensive Development E8 Zone is amended by deleting Section 4.27 and replacing it with the following:

"4.27 CDE8 Comprehensive Development E8 Zone

.1 Purpose

To accommodate a resort (Hyde Park Resort Living) at Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580. Hyde Park Resort Living consists of single detached dwellings, seasonal recreational vehicle or park model spaces, seasonal dwelling units, mini storage, property management facilities, communal property amenities, green space, and accessory uses.

.2 Uses permitted in entire CDE8 Zone

- (a) *property management facility*

.3 Regulations table applicable to entire CDE8 Zone

MATTER REGULATED	REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha
(b) Maximum <i>parcel coverage</i>	50%
(c) Minimum <i>setback</i> from: <ul style="list-style-type: none"> • <i>front parcel boundary</i> • <i>interior side parcel boundary</i> • <i>exterior side parcel boundary</i> • <i>rear parcel boundary</i> 	<ul style="list-style-type: none"> • 4.5 m • 5 m • 5 m • 5 m
(d) Servicing standard	<p>Notwithstanding the definition of <i>community water system</i>, all development within CDE8 shall be serviced by a single <i>community water system</i> that can serve less than 50 connections.</p> <p>Notwithstanding the definition of <i>community sewer system</i>, all development within CDE8 shall be serviced by a single <i>community sewer system</i> that is approved and operated under either the Public Health Act or Environmental Management Act that can serve less than 50 connections.</p>
(e) Minimum separation distance* between <i>dwelling units, recreational vehicles and park models</i> . *Separation distance is the horizontal distance measured between exterior walls.	<ul style="list-style-type: none"> • 4 m

Development Area 1 (DA1) Mini Storage - 1.26 ha**.4 Permitted Principal Uses**(a) *mini storage***.5 Permitted Secondary Uses**(a) *accessory use*

.6 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of <i>single detached dwellings</i>	one
(b) Maximum <i>height</i> for: <ul style="list-style-type: none"> • <i>Mini storage building</i> • <i>accessory building</i> 	<ul style="list-style-type: none"> • 12 m • 8 m

**Development Area 2 (DA2) Seasonal Recreational Vehicle or Park Model Space/
Seasonal Dwelling Unit - 1.85 ha****.7 Permitted Principal Uses**

- (a) *recreational vehicle or park model space*
- (b) *seasonal dwelling unit*

.8 Permitted Secondary Uses

- (a) *accessory use*
- (b) *recreation vehicle or park model deck*
- (c) *recreational vehicle or park model shelter*
- (d) *storage shed*

.9 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of: <ul style="list-style-type: none"> • <i>recreational vehicle or park model spaces and seasonal dwelling units (total combined number)</i> • <i>decks per recreation vehicle or park model space</i> • <i>shelters per recreation vehicle or park model space</i> • <i>storage sheds per recreation vehicle or park model space or seasonal dwelling unit</i> 	<ul style="list-style-type: none"> • 32 • one • one • one
(b) Maximum <i>height</i> for: <ul style="list-style-type: none"> • <i>accessory building (no walls)</i> • <i>recreation vehicle or park model deck</i> • <i>recreational vehicle or park model shelter</i> • <i>seasonal dwelling unit</i> • <i>storage shed</i> 	<ul style="list-style-type: none"> • 4 m • 4 m • 6.5 m • 9 m • 3 m
(c) Maximum <i>floor area, gross</i> for: <ul style="list-style-type: none"> • <i>recreation vehicle deck</i> • <i>recreational vehicle shelter</i> 	<ul style="list-style-type: none"> • 30 m² • 60 m²
(d) Maximum <i>floor area, net</i> for: <ul style="list-style-type: none"> • <i>seasonal dwelling unit</i> • <i>storage shed</i> 	<ul style="list-style-type: none"> • 115 m² • 10 m²
(e) Parking	<i>two parking spaces per recreational vehicle space</i>
(f) Duration of Occupation	<i>Occupation of a seasonal recreational vehicle or park model space or seasonal dwelling unit is permitted less than one hundred eighty-two (182) days per calendar year.</i>

Development Area 3 (DA3) Single Detached Dwellings - 2.49 ha**.10 Permitted Principal Uses**(a) *single detached dwelling***.11 Permitted Secondary Uses**(a) *accessory use*

.12 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of <i>single detached dwellings</i>	53
(b) Maximum <i>height</i> for <i>single detached dwellings</i>	9 m
(c) Maximum <i>height</i> for <i>accessory structures and buildings</i>	6 m
(d) Maximum <i>floor area, net of:</i> <ul style="list-style-type: none"> • <i>single detached dwelling</i> • <i>accessory building</i> 	<ul style="list-style-type: none"> • 115 m² • 15 m²
(e) Parking	<i>two parking spaces per single detached dwelling</i>

Development Area 4 (DA4) Green Space - 0.74 ha**.13 Permitted Principal Uses**

- (a) *passive recreation*

.14 Permitted Secondary Use

- (a) *accessory use*

Development Area 5 (DA5) Resort Facilities / Mini Storage - 1.43 ha**.15 Permitted Principal Uses**

- (a) *communal property amenities*
- (b) *mini storage*
- (c) *parking area*
- (d) *property management facility*
- (e) *single detached dwelling*

.16 Permitted Secondary Use

- (a) *accessory use*

.17 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of <i>single detached dwellings</i>	1
(b) Maximum <i>height</i> for <i>single detached dwelling</i>	9 m
(c) Maximum <i>height</i> for <i>accessory structures and buildings</i>	12 m
(d) Maximum <i>height</i> for <i>mini storage buildings</i>	12 m
(e) <i>Parking Area</i>	<i>Parking Area shall include no less than 50 parking spaces.</i>

A. MAP AMENDMENT

Schedule B (Zoning Maps), which forms part of the "Electoral Area E Zoning Bylaw No. 841" is hereby amended by:

- a) Rezoning Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580 which is more particularly shown labeled on Schedule 1 as DA1 attached hereto and forming part of this bylaw from: CDE8 – Comprehensive Development E8 to: CDE8 – Comprehensive Development E8 Development Area 1 (Approx. 1.26 HA);
- b) Rezoning Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580 which is more particularly shown labeled on Schedule 1 as DA2 attached hereto and forming part of this bylaw from: CDE8 – Comprehensive Development E8 to: CDE8 – Comprehensive Development E8 Development Area 2 (Approx. 1.85 HA);
- c) Rezoning Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580 which is more particularly shown labeled on Schedule 1 as DA3 attached hereto and forming part of this bylaw from: CDE8 – Comprehensive Development E8 to: CDE8 – Comprehensive Development E8 Development Area 3 (Approx. 2.49 HA);
- d) Rezoning Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580 which is more particularly shown labeled on Schedule 1 as DA4 attached hereto and forming part of this bylaw from: CDE8 – Comprehensive Development E8 to: CDE8 – Comprehensive Development E8 Development Area 4 (Approx. 0.74 HA);
- e) Rezoning Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580 which is more particularly shown labeled on Schedule 1 as DA5 attached hereto and forming part of this bylaw from: CDE8 – Comprehensive Development E8 to: CDE8 – Comprehensive Development E8 Development Area 5 (Approx. 1.43 HA).

2. This bylaw may be cited as "Electoral Area E Zoning Amendment Bylaw No. 841-11".

READ a first time this _____ day of _____, 2025.

READ a second time this _____ day of _____, 2025.

READ a third time this _____ day of _____, 2025.

<p>Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i> this _____ day of _____, 20____</p> <p>_____</p> <p>for Minister of Transportation & Transit</p>

ADOPTED this _____ day of _____, 2025.

CORPORATE OFFICER

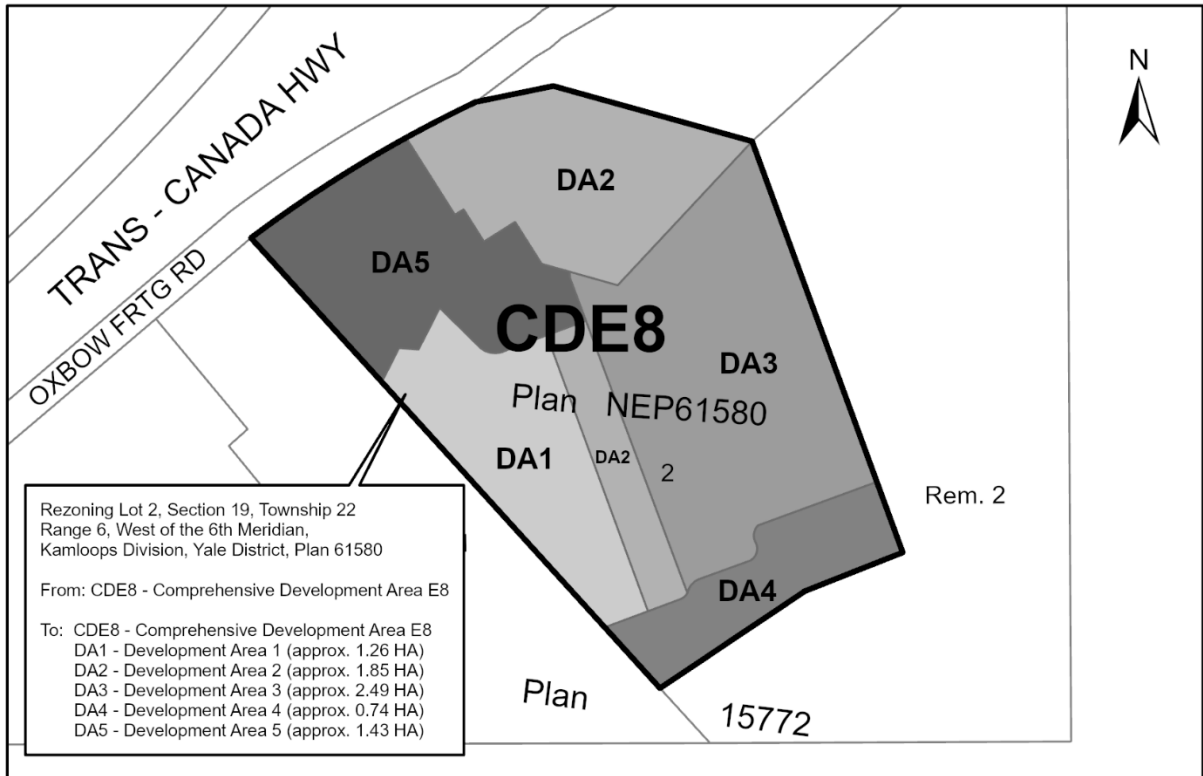
CHAIR

CERTIFIED a true copy of Bylaw No. 841-11
as adopted.

CORPORATE OFFICER

Schedule 1

Electoral Area E Zoning Bylaw Amendment Bylaw No. 841-11



**Relevant Excerpts from Electoral Area E Official Community Plan Bylaw No. 840 and
Electoral Area E Zoning Bylaw No. 841**

(See: [Bylaw No. 840](#) and [Bylaw No. 841](#) for all policies and zoning regulations)

Electoral Area E Official Community Plan Bylaw No. 840

4.9 Resort (RT)

Resort developments exist in various forms and locations throughout the Plan area including Swansea Point, Hyde Mountain, Anstey Arm, along the Trans-Canada Highway (Three Valley Gap and Crazy Creek), and in the backcountry. The Resort designation provides for a mixture of traditional hotel-based resort uses and resort uses with a residential component.

4.9.1 Objective

Recognize existing resort uses and guide future resort development in a socially and environmentally responsible manner.

4.9.2 Policies

- .1 Resort lands will be identified on Schedule B as "RT".
- .2 The Resort designation captures a wide range of resort uses including, but not limited to: recreational vehicle (RV) parks, campgrounds, golf course, recreation amenities, seasonal/full-time recreational communities, water access only resorts, and backcountry lodges. Resort accommodation is acceptable in various forms such as hotels, motels, lodges, cabins, park models, and RVs. Acceptable accessory uses include storage sheds, caretaker residences, staff accommodation and other associated amenities and infrastructure.
- .3 Resort lands will be zoned as either Resort Commercial or Comprehensive Development.
- .4 New resort development may require a form and character development permit (see section 6.7).
- .5 Resort uses may be considered throughout the Plan area, but must consider the following criteria:
 - a. Accessible from adequate transportation routes or with an appropriate transportation plan;
 - b. Capable of being serviced with community water and community sewer system;
 - c. Located and designed to ensure quality of life of new occupants and occupants of surrounding land uses;
 - d. Compatible with surrounding land uses, considering view corridors, and the need for buffers or screening;
 - e. Foreshore uses are in accordance Lakes Zoning Bylaw No. 900;
 - f. Parking is provided on site;
 - g. Staff housing has been considered;
 - h. Consistent with other applicable objectives and policies of this OCP; and,
 - i. Consistent with Best Practices Guide for Resort Developments in British Columbia, 2005, Province of BC.

- .6 Resort developments should be pedestrian-oriented in nature.
- .7 The Resort designation recognizes existing shared-interest developments but does not support the expansion of such ownership models or the creation of new shared-interest resorts.
- .8 Resorts are encouraged to include an eco-tourism component (e.g., non-motorized recreation, environmental education).
- .9 All new resort subdivisions and all new rezoning applications which would increase existing densities or require additional sewer or water capacity must be connected to both a community sewer system and a community water system. Where community sewer and water system servicing is not feasible, the maximum allowable density is 1 unit/ha.
- .10 For lakeshore resort development, work with the MoE, houseboat industry, other water users, and lakefront property owners to identify moorage areas of least social and environmental impact, and to reduce pollution (e.g., need more sewage and greywater pump-out facilities, prohibit grey water discharge directly to the lake).
- .11 Encourage and support the inclusion of camping for the travelling public.
- .12 Encourage and support the inclusion of public amenities within the resort (e.g., public trails, playgrounds, beach access).
- .13 Resort Commercial lands will be subject to zoning regulations, servicing requirements, and siting considerations.
- .14 For larger-scale resort developments that are beyond the scope and detail of this OCP, the CSRD shall require developers to provide a supplementary resort neighbourhood plan to accompany rezoning applications.
- .15 Resort neighbourhood plans shall provide a framework for the future sustainable development of the resort and include specific details regarding:
 - Land use (locations, type and density)
 - Servicing infrastructure (community water and sewer)
 - Solid waste management
 - Storm water management
 - Road network/traffic impact plan
 - Park dedication
 - Street lighting
 - Geotechnical hazard assessment
 - Environmental protection strategies
 - Public recreational trail and greenway network
 - Wildfire protection plan
 - Archeological assessment
 - Emergency preparedness strategies
 - Development permit areas and guidelines

- Form and character
- Viewscales
- Public amenities

6.7 Resort Lands Form and Character Development Permit Area

6.8 Authority

“Resort Lands Form and Character Development Permit Area” (Resort DPA) is designated pursuant to section 488 (1)(e)(f) of the LGA for the establishment of objectives for the form and character of intensive residential development; and establishment of objectives for the form and character of commercial, industrial or multi-family residential development.

6.9 Area Designated

The Resort DPA applies to all lands in the Plan area designated Resort (RT) as shown on Schedule B.

6.10 Justification

Electoral Area E has several resorts in highly visible locations which attract both visitors and seasonal residents. Encouraging a high standard of building, site design, and landscaping will help strengthen the character and economic viability of these resort locations.

6.11 Objectives

The objectives of the Resort DPA are to:

- .1 Ensure that new development in resorts have a high standard of building and site design, while incorporating the rural characteristics of the surrounding area.
- .2 Ensure commercial and residential development are complimentary and well integrated; and,
- .3 Ensure that all new resort residential development that exceeds one principal dwelling unit/ha is adequately served by both a community water and sewerage system.

6.12 Activities requiring a permit

A Resort DP must be obtained prior to:

- .1 A subdivision creating five (5) or more residential parcels
- .2 Construction of, addition to, or alteration of:
 - a. Resort Commercial or mixed-use buildings or structures; and,
 - b. Multi-family residential

buildings within the Resort DPA.

6.13 Exemptions

Notwithstanding Section 6.7.5, a DP is not required for any of the following:

- .1 Exterior alterations that do not alter or affect parking requirements, required landscaping, access to the site, or the building footprint or have any visual impact on the character or size of the building.
- .2 Single storey accessory buildings located behind the principal use building with a gross floor area less than 55 m².
- .3 RV storage shelters and decks that are compliant with zoning.
- .4 Interior renovations.
- .5 Construction of, addition to, or alteration of a single-detached dwelling or accessory residential building where no commercial component is present.
- .6 The complete demolition of a building and clean-up of demolition material.
- .7 Temporary buildings or structures that are erected for offices, construction, or marketing purposes for a period that does not exceed the duration of construction.

6.7.6 Guidelines

DP applications under this section must address each of the guidelines below in writing. Applications shall include a site plan, building plans and other relevant visual materials showing how the proposed buildings and/or structures are situated in relation to other buildings, services, and amenities in the area.

In order to achieve the objectives of Resort DPA, the following design guidelines shall apply to the issuance of development permits for new commercial, mixed use, and multi-family developments, buildings and structures:

- .1 Building Siting and Design
 - a. Building siting shall be encouraged to:
 - complement a pedestrian scale and focus
 - maximize sunlight penetration to open areas and pedestrian areas – avoiding shading on adjacent properties, buildings and roadways
 - locate residential dwelling units in mixed use buildings either above or behind a commercial unit
 - provide for suitable snow shedding and snow storage areas
 - Provide buffer space between adjacent wildlife corridors to minimize the impact of development on wildlife movement throughout the site
 - b. Buildings shall be designed to create visual interest by:
 - using strong detailing in windows and doors
 - avoiding large expanses of blank wall

- using quality natural building materials, such as wood, rock or stone
- having pitched roofs to reflect the surrounding mountains, to preserve a feeling of openness and to provide broad sightlines to mountains and the sky
- Screen outdoor mechanical systems

.2 Pedestrian Routes

- a. Locate pedestrian routes adjacent to and opposite compatible commercial developments;
- b. Use paving or surfacing features that highlight the route;
- c. Where possible, ensure safe pedestrian connections to greenspaces, lake, parks, and other public amenities;
- d. Construct pathways with uniform and complementary material for a cohesive appearance throughout the development; and,
- e. Where feasible, buffer pedestrian routes from roadways, vehicular traffic, and parking areas.

.3 Water, Sewer and Stormwater

- a. Water shall be provided by a community water system;
- b. Sewer shall be provided by a community system where possible, or alternatively on-site sewage where certified by a Professional Engineer (in good standing with EGBC), who certifies that the sewage will not lead to long-term degradation of the ground water;
- c. Storm water management plan prepared by a professional engineer to:
 - ensure post-development storm water flow volumes will not exceed predevelopment flow volumes in receiving waters
 - utilize natural topographical features such as sinks and wetlands and permeable paving surfaces to maximize stormwater infiltration
 - reduce paved road widths to reduce the amount of impermeable surfaces and reduce snow removal costs
 - maintain, to the extent possible, predevelopment flow patterns and velocities
 - provide conveyance routes for major storms
 - demonstrate the use of best practices
 - certify that water quality of receiving surface and ground waters will not be negatively affected by storm water surface run-off during and post development
 - certify, where applicable, that there will be no negative effect on neighbouring properties

.4 Landscaping and Screening

- a. All planting shall be to BC Society of Landscape Architects standards;
- b. Trees adjacent to roads are encouraged, provided they do not cause safety problems for pedestrian or vehicular traffic, including emergency vehicles, and do not impede snow removal operations;
- c. Retain existing vegetation where possible;
- d. Vegetation planting shall encourage the use of native vegetation to reduce watering requirements, help mitigate storm water runoff and maintain the landscape character of the area;
- e. Service areas should be screened from view from streets or buildings to minimize

- visual impacts;
- f. Centralized wildlife proof garbage, composting and recycling depots should be provided for commercial and residential use; and,
 - g. All trash or recycling receptacles and storage containers should be wildlife proof.

.5 Parking Areas

- a. In parking areas, landscape islands of trees and shrubs shall be used to visually break up large expanses of parking;
- b. Parking should be placed beneath and / or behind buildings to the maximum extent possible;
- c. Use paved surfacing or porous paving, paving stones, French drains, landscaped areas and similar techniques are encouraged to facilitate exfiltration of storm water; and,
- d. Parking areas shall be developed in accordance with the Zoning Bylaw.

.6 Safety

- a. Landscaping should not create blind spots, potential hiding places, or screen wildlife, particularly next to highways;
- b. Building materials should be chosen for their durability as well as their functional and aesthetic quality, while meeting Fire Smart principles;
- c. Buildings and structures will be sited appropriately in order to accommodate emergency response vehicles;
- d. There may be a need to screen storage yards or noxious land uses;
- e. Development shall be encouraged to implement strategies consistent with Bear Aware and Bear Smart programs in order to:
 - improve public safety
 - reduce property damage
 - have fewer bears killed due to conflict

.7 Signage and Lighting

Signage and lighting will be implemented and managed to maintain rural character and atmosphere and to minimize visual impacts.

- a. The size, location and design of commercial signs and other advertising structures shall be compatible with uses and structures on adjacent properties and meet the requirements of the Zoning Bylaw;
- b. Outdoor site lighting shall be designed to minimize "light spill" and glare onto adjacent properties and public spaces. Outdoor lighting shall:
 - be fully shielded (pointing downward)
 - only light the area that needs it
 - be no brighter than necessary
 - minimize blue light emissions
 - only be on when needed

Electoral Area E Zoning Bylaw No. 841

2.1 DEFINITIONS

ACCESSORY BUILDING or STRUCTURE is a detached building or structure located on the same parcel as the principal building and the use of which is customarily ancillary to that of the principal use;

ACCESSORY USE is the use of land, buildings, or structures in conjunction with and ancillary to an established principal use;

BUILDING is a particular type of *structure* used or intended for supporting or sheltering a *use* or occupancy but does not include a tent, yurt, *recreational vehicle* or *park model*;

CAMPING SPACE is the *use* of land in a *campground* for one *camping unit*;

CAMPING UNIT is one *recreational vehicle*, or one camping tent but excludes *park models*;

COMMERCIAL means the *use* of land, *buildings* or *structures* for the purpose of buying and selling commodities or supplying services;

COMMUNAL PROPERTY AMENITIES is the use of land buildings and structures for amenities to residents of stratas and shared interest properties. Amenities include boat launches; common washrooms; laundry facilities; pools, convenience store, gathering, and recreation areas;

COMMUNITY SEWER SYSTEM is a sewage collection, treatment and disposal system serving 50 or more connections, or parcels. Facilities may include wastewater treatment (disposal) plants and ancillary works, sanitary sewers and lift stations for the collection and treatment of wastewater, and is approved and operated under the Environmental Management Act;

COMMUNITY WATER SYSTEM means a waterworks system, serving 50 or more connections or *parcels*, and is approved and operated under the Drinking Water Protection Act;

FLOOR AREA, GROSS is the total area of all *storeys* in a building and attached decks and balconies, whether at, above, or below established grade, measured to the outside face of the exterior walls, windows, roof or floor as applicable, or the area in a portion of a building as applicable. For structures or portions of structures without walls, floor area, gross is measured from the outside edges of posts. Where a roof extends more than 1.3 m beyond a wall or post floor area, gross is measured to the outermost edge of the roof or eave. For buildings, structures or portions thereof without a roof floor area, gross is measured from the exterior face of a wall, post or edge of floor. Floor area, gross includes balconies, decks and parking areas but does not include unenclosed exterior stairs;

FLOOR AREA, NET is the total area of all *storeys* in a building measured to the outside face of exterior walls, or, as applicable, the area associated with each specific use measured to the

outside face of the walls of the area. For portions of buildings without walls, the floor area is measured from the outside edges of posts. Floor area, net does not include balconies, decks, and parking areas;

PARCEL COVERAGE is the horizontal area within the vertical projection of the outermost edge of all *buildings* and *structures* on a *parcel* and includes carports, covered swimming pools, covered patios, and covered decks, expressed as a percentage of the *parcel* area;

PARK MODEL is a recreational trailer unit that is factory-built to comply with or exceed the CSA Z241 Series (Park Model Trailer);

PARK MODEL SPACE is the use of land for parking no more than one *park model* for *temporary* or *seasonal accommodation*;

PARKING AREA is one or more off-street *parking spaces* and includes circulation ways;

PARKING SPACE is an off-street space for the parking of one vehicle or bicycle exclusive of *parking area* circulation ways, driveways, ramps or obstructions;

PASSIVE RECREATION is the *use* of land for outdoor recreation activities that do not involve the *use of buildings, structures, camping* or motorized vehicles;

PROPERTY MANAGEMENT FACILITY is the use of land, buildings or structures for the management, operations, and maintenance of industrial, commercial, resort and residential developments. A property management facility may include: administrative office, reservoir, water treatment facility, wastewater treatment facility and dispersal, or storage of equipment and machines which service the development;".

RECREATIONAL VEHICLE is a vehicular-type of portable *structure* on wheels, without permanent foundation, that can be towed, hauled or driven and that is primarily designed for *use* as *temporary* accommodation for the purposes of recreation, camping and travel, including, but not limited to, travel trailers, truck campers, camper vans, tent trailers and self-propelled motor homes (does not include *park model*);

RECREATIONAL VEHICLE OR PARK MODEL DECK is a free standing *structure* for the purpose of providing an outdoor recreational and amenity area with no enclosing walls. Decks may be either open to the sky or roofed, and may include lattice work or open screening to a maximum of 2 metres in *height* and shall not include porches, sunrooms, structural additions, or any *structure* having entry through a closable door;

RECREATIONAL VEHICLE OR PARK MODEL SHELTER is a free standing and unsupported *building* with a roof, to shelter a *recreational vehicle* or *park model* which may also shelter the entrance or parking area of the *recreational vehicle* or *park model*. *Recreational vehicle* or *park model* shelters shall not include porches, terrace, rooftop amenity, sunrooms, structural additions, or any *structure* having entry through a closable door. *Recreational vehicle* or *park model shelters* may have lattice work or open screening up to a maximum of 2 metres in *height*;

RECREATIONAL VEHICLE OR PARK MODEL SPACE is the use of land for parking no more than one *recreational vehicle* or *park model*, for temporary or *seasonal* accommodation;

RECREATIONAL VEHICLE DECK is a free standing *building* or *structure* for the purpose of providing an outdoor recreational and amenity area with no enclosing walls. Decks may be either open to the sky or roofed, and may include lattice work or open screening to a maximum of 2 metres in *height* and shall not include porches, sunrooms, structural additions, or any *structure* having entry through a closable door;

RECREATIONAL VEHICLE SHELTER is a free standing and unsupported *building* with a roof, to shelter a *recreational vehicle* which may also shelter the entrance or parking area of the *recreational vehicle*. *Recreational vehicle* shelters shall not include porches, terrace, rooftop amenity, sunrooms, structural additions, or any *structure* having entry through a closable door. *Recreational vehicle* shelters may have lattice work or open screening up to a maximum of 2 metres in *height*;

RECREATIONAL VEHICLE SPACE is the use of land for parking no more than one *recreational vehicle*, for *temporary* or *seasonal* accommodation;

SEASONAL means less than one hundred eighty-two (182) days per calendar year;

SEASONAL DWELLING UNIT means a *dwelling unit* that is occupied less than one hundred eighty two (182) days per calendar year;

SECONDARY DWELLING UNIT is an additional, self-contained, *dwelling unit* that is accessory to the *single detached dwelling* unit on a *parcel*. For clarity, *attached dwelling*, *duplexes* and *multiple-dwellings*, boarding rooms and rooming houses are excluded from the definition of *secondary dwelling unit*;

STORAGE SHED is a type of *accessory building* used for storing and securing personal property but does not include *sleeping unit(s)*;

TEMPORARY means less than 28 consecutive days;

TOURIST CABIN is the *use* of land for a detached *building* or *park model* used exclusively for the *temporary* accommodation for the traveling public;

4.27 CDE8 COMPREHENSIVE DEVELOPMENT E8 ZONE

.1 Purpose

To accommodate a resort (Hyde Park Resort Living) at Lot 2 Section 19 Township 22 Range 7 West of the 6th Meridian Kootenay District Plan NEP61580. Hyde Park Resort Living consists of

residential share-lots, seasonal recreational vehicle and seasonal dwelling unit share-lots, camping spaces, tourist cabins, storage facilities, property management facilities, communal property amenities, caretaker residence, green space, and accessory uses.

.2 Regulations table applicable to entire CDE8 Zone

MATTER REGULATED	REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha
(b) Maximum <i>parcel</i> coverage	50%
(c) Minimum <i>setback</i> from: <ul style="list-style-type: none"> • <i>front parcel boundary</i> • <i>interior side parcel boundary</i> • <i>exterior side parcel boundary</i> • <i>rear parcel boundary</i> 	<ul style="list-style-type: none"> • 4.5 m • 2 m • 2 m • 4.5 m
(d) Servicing standard	<ul style="list-style-type: none"> • <i>community water system</i> • <i>community water system</i>

MATTER REGULATED	REGULATION
(e) Minimum separation distance* between <i>buildings</i> used for habitation or tourist accommodation.	4 m
*Separation distance is the horizontal distance measured between exterior walls.	

Development Area 1 – (camping spaces) DA1 - 0.90 ha

.3 Permitted Principal Uses

(a) *camping spaces*

.4 Permitted Secondary Uses

(a) *accessory use*

.5 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of <i>camping spaces</i>	28
(b) Parking	two <i>parking spaces</i> per <i>camping space</i>
(c) Duration of Accommodation	Notwithstanding the definition of <i>temporary</i> and <i>seasonal</i> , accommodation of <i>camping spaces</i> is only permitted between March 1, and October 31 of each calendar year.

Development Area 2 - DA2 (seasonal recreational vehicle / seasonal dwelling unit share-lots) 0.91 ha**.6 Permitted Principal Uses**

- (a) *seasonal recreational vehicle space* (notwithstanding the definition of *recreational vehicle space* in Section 2.1, *seasonal recreational vehicle space* in Development Area 2 includes *park model*); or*
- (b) *seasonal dwelling unit*

*Only one *principal use* is permitted on a DA2 share-lot.

.7 Permitted Secondary Uses

- (a) *accessory use*
- (b) *recreation vehicle or park model deck*
- (c) *recreational vehicle or park model shelter*
- (d) *storage shed*

.8 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of: <ul style="list-style-type: none"> • <i>seasonal recreational vehicle spaces or seasonal dwelling units</i> • <i>recreation vehicle or park model decks per recreational vehicle space</i> 	<ul style="list-style-type: none"> • 28 • one • one

MATTER REGULATED	REGULATION
<ul style="list-style-type: none"> recreational vehicle or park model shelters per recreational vehicle space storage sheds 	<ul style="list-style-type: none"> one
(b) Maximum height for: <ul style="list-style-type: none"> accessory building (no walls) recreation vehicle or park model deck recreational vehicle or park model shelter seasonal dwelling unit storage shed 	<ul style="list-style-type: none"> 4 m 4 m 6.5 m 8 m 3 m
(c) Maximum floor area for: <ul style="list-style-type: none"> recreation vehicle deck recreational vehicle shelter seasonal dwelling unit storage shed 	<ul style="list-style-type: none"> 30 m² 60 m² 115 m² 10 m²
(d) Parking	two parking spaces per recreational vehicle space
(e) Duration of Occupation	Occupation of a seasonal recreational vehicle space or seasonal dwelling unit is permitted less than one hundred eighty-two (182) days per calendar year.

Development Area 3 – DA3 (residential share-lots) 2.13 ha

.9 Permitted Principal Uses

(a) *single detached dwelling*

.10 Permitted Secondary Uses

(a) *accessory use*

.11 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of <i>single detached dwellings</i>	58
(b) Maximum height for <i>principal structures and buildings</i>	8 m

MATTER REGULATED	REGULATION
(c) Maximum <i>height</i> for <i>accessory structures and buildings</i>	6 m
(d) Total maximum <i>floor area</i> of: <ul style="list-style-type: none"> • <i>single detached dwelling</i> • <i>accessory building</i> 	<ul style="list-style-type: none"> • 115 m² • 15 m²
(e) Parking	two <i>parking spaces</i> per <i>single detached dwelling</i>

Development Area 4 (tourist cabins) 0.33 ha

.12 Permitted Principal Uses

- (a) *tourist cabin*

.13 Permitted Secondary Uses

- (a) *accessory use*
(b) *storage shed*

.14 Regulations Table

MATTER REGULATED	REGULATION
(a) Maximum number of: <ul style="list-style-type: none"> • <i>storage sheds</i> • <i>tourist cabins</i> 	<ul style="list-style-type: none"> • one per <i>tourist cabin</i> • 12
(b) Maximum <i>height</i> for: <ul style="list-style-type: none"> • <i>accessory building (no walls)</i> • <i>storage shed</i> • <i>tourist cabin</i> 	<ul style="list-style-type: none"> • 4 m • 3 m • 6 m
(c) Maximum <i>floor area</i> for: <ul style="list-style-type: none"> • <i>accessory building (no walls)</i> • <i>storage shed</i> • <i>tourist cabin</i> 	<ul style="list-style-type: none"> • 10 m² • 10 m² • 70 m²
(d) Parking	two <i>parking spaces</i> per <i>tourist cabin</i>

Development Area 5 (green space/ property management facilities) 1.05 ha

- .15 Permitted Principal Uses**
 (a) *passive recreation*
 (b) *property management facilities*

- .16 Permitted Secondary Uses**
 (a) *accessory use*

.17 Regulations Table

MATTER REGULATED	REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha

Development Area 6 (resort facilities) 1.13 ha

- .18 Permitted Principal Uses**
 (a) commercial indoor storage
 (b) *communal property amenities*
 (c) *property management facilities*
 (d) *single detached dwelling*
 (e) *visitor parking*

- .19 Permitted Secondary Uses**
 (a) *accessory use*

.20 Regulations Table

MATTER REGULATED	REGULATION
(a) Minimum <i>parcel</i> size created by <i>subdivision</i>	1 ha
(b) Maximum number of <i>single detached dwellings</i>	one
(c) Maximum <i>height</i> for: <ul style="list-style-type: none"> • <i>single detached dwelling</i> • commercial storage <i>building and structure</i> • <i>accessory building</i> 	<ul style="list-style-type: none"> • 11.5 m • 12 m • 8 m

(d) Maximum combined <i>floor area</i> for: <ul style="list-style-type: none">• commercial storage <i>buildings</i> and storage <i>structures</i>• <i>accessory building</i>	<ul style="list-style-type: none">• 2000 m²• 200 m²
(e) Visitor parking spaces	15



604.316.9405

Unit 201 - 45269 Keith Wilson Rd
Chilliwack, BC, V2R 5S1

www.otgdevelopments.com

Via Email

File No. 23-095

Jan 29, 2025

Columbia Shuswap Regional District
555 Harbourfront Drive NE
Salmon Arm, BC V1E 4P1

Attention: Jan Thingsted, Planner III

Re: 3410 OXBOW FRONTAGE ROAD, MALAKWA BC – ZONING MAP & TEXT
AMENDMENT APPLICATION

Mr. Thingstead,

Please accept this letter as a supplement to the above noted application for a part of the property located at 3410 Oxbow Frontage Road (the "Subject Property"). The proposal will be a map and text amendment to the existing CDE8 zone.

CHARACTERISTICS OF THE SUBJECT PROPERTY

The Subject Property is located within the Columbia Shuswap Regional District. In total, the Subject Property measures approximately 7.6 hectares in area.

As shown in Figure 1, the property contains the following structures, all of which will be retained:

- 1 single family residence and garage
- 3 covered storage areas
- 1 shop

+++

"A plan without action is a dream,
an action without a plan is a nightmare."





Figure 1. Subject Property

The subject property was recently rezoned from Industrial 2 to CDE8 to enable the development of Hyde Park Resort, a mixed-use development. In summary, as shown in Figure 2., the existing CDE8 Zone permits the following land uses and structures specifically within the property:

- Development Area 1 (DA1): 27 Camping Spaces - 0.90 ha
- Development Area 2 (DA2): 28 recreational vehicle space share-lots - 0.91 ha
- Development Area 3 (DA3): 56 residential share-lots - 2.14 ha
- Development Area 4 (DA4): 24 tourist cabins - 0.27 ha
- Development Area 5 (DA5): greenspace/property management facilities - 1.13 ha
- Development Area 6 (DA6): resort facilities - 2.29 ha

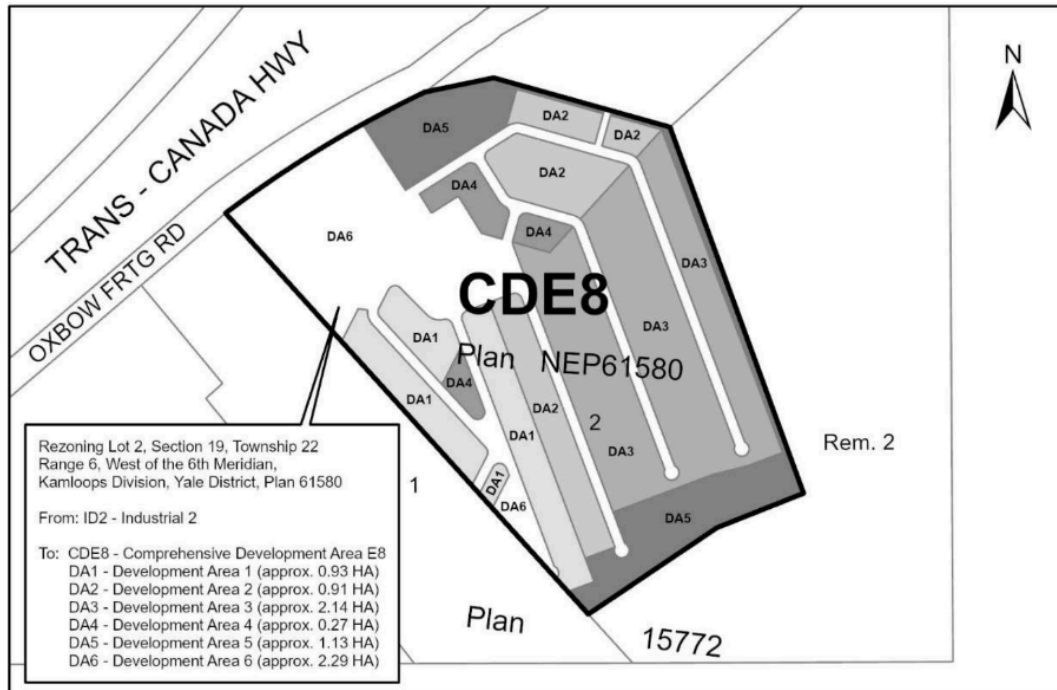


Figure 2. Existing Zoning Map

PROPOSAL

The CDE8 Zone was adopted in November of 2023. Since adoption, development plans have been refined and parts of the development proposal are no longer compliant with the new zone. Rather than apply for a Development Variance, the applicant would like to address all items within this application to better fit the intent for development.

Furthermore, due to issues related to financing for the community sewer system, required for the full build out of the site, a phased approach to development is now being considered. The current zoning requires the construction of a sewer system which is regulated by the Ministry of Environment (MOE). MOE systems service large developments and are very costly. We received estimates of \$1,000,000 to complete the servicing required for the full build out of this development. As per the issues mentioned above, the developer is looking to build in phases and service the initial phase of development with a smaller, less costly sewer system regulated by the Interior Health Authority. The phasing would allow for the developer to assess market conditions and



also generate the capital required to complete the necessary infrastructure improvements required for the full build out.

This application proposes to amend the text and map of the CDE8 Zone as follows:

- Amend the map and Development Areas of the CDE8 Zone to include *five* Development Areas:
 - Development Area 1 (DA1): commercial storage (1.26 ha)
 - Development Area 2 (DA2): seasonal recreational vehicle, seasonal dwelling unit share-lots, tourist accommodations (1.85 ha)
 - Development Area 3 (DA3): residential share lots (2.49 ha)
 - Development Area 4 (DA4): green space / property management facilities (0.74 ha)
 - Development Area 5 (DA5): resort facilities (1.43 ha)



Figure 2. Proposed Map Amendment

The proposed text and map amendment are inclusive of the following:

- The conversion of parts of Development Areas 4 and 6 to Development Area 1 as shown in Figure 2.
- Within Development Area 1, the removal of *camping spaces* as a permitted use and the addition of commercial indoor storage as the only permitted principal use and specifically;
 - Within Section .3 of the CDE8 zone replace the words “*camping spaces*” with “commercial indoor storage” and also replace “0.90 ha” with “1.26 ha”
 - Amend the Section .5 Regulations table to remove (a) Maximum number of camping spaces, and (b) Parking and (c) Duration of Accommodation and to include the following table:



Matter Regulated	Regulation
(a) Maximum <i>height</i> for: <ul style="list-style-type: none"> commercial storage building and structure accessory building 	<ul style="list-style-type: none"> 12 m 8 m
(b) Minimum setback from: <ul style="list-style-type: none"> parcel boundaries 	<ul style="list-style-type: none"> 5 m

- The addition of a clause that would allow for utility servicing to occupy any of the Development Areas.
- The combination of Development Area 2 and Development Area 4 into Development Area 2 (DA2) to enable both seasonal recreational vehicle space, seasonal dwelling unit and tourist cabins as permitted uses; and, specifically within the proposed DA2:
 - Within the Development Area 2 heading replace 0.91 ha with 1.85 ha
 - Within Section .8 Regulations Table of Development Area 2 matter regulated (a) Maximum number of: *recreational vehicle spaces*, remove 28 and replace with 38 and,
 - Within Section .8 Regulations Table of Development Area 2 matter regulated (a) Maximum height for: seasonal dwelling unit, remove 8 m and replace with 9 m.
 - Within Section .11 Regulations Table of Development Area 3 matter regulated (b) Maximum height for principal structures and buildings, remove 8 m and replace with 9 m.
 - Within the Section .14 Regulations Table of Development Area 4 matter regulated (a) Maximum number of: *tourist cabins*, remove 12 and replace it with 22; and,
 - Within the Section .14 Regulations Table of Development Area 4 matter regulated (c) Maximum floor area for: *tourist cabin*, remove 70 m² and replace it with 75 m²; and,



- Within the Section .14 Regulations Table of Development Area 4 matter regulated (b) Maximum height for: *tourist cabin*, remove 6 m and replace it with 9 m.
- Consolidate Development Area 2 and Development Area 4 with the above changes into one Development Area (DA2)
- Within the Development Area 3 heading replace 2.13 ha with 2.49 ha
- Within the Development Area 5 heading replace Development Area 5 with Development Area 4 and 1.05 ha with 0.74 ha.
- Within the Development Area 6 heading replace Development Area 6 with Development Area 5 and 1.12 ha with 1.43 ha.

*A copy of the existing CDE8 zone has been marked up to reflect the above changes and is included in the submission package.

Servicing

Site specific text is proposed to allow for servicing to be provided, as per the Public Health Act, for a sewerage system which services up to a maximum of 25 units. Currently the zoning requires that servicing is provided by a community sewer system as defined below.

COMMUNITY SEWER SYSTEM is a sewage collection, treatment and disposal system serving 50 or more connections, or parcels. Facilities may include wastewater treatment (disposal) plants and ancillary works, sanitary sewers and lift stations for the collection and treatment of wastewater, and is approved and operated under the Environmental Management Act;

Once the unit cap of 25 units is exceeded a larger, community sewer system, as defined above, will be required to service the property in its entirety.

Sewerage servicing is regulated by the Interior Health Authority (IHA) and the Ministry of Environment. Systems up to 22,700 L/day are regulated by IHA. The Ministry of Environment (MOE) regulates any system which exceeds 22,700 L/day. Land owners are bound by the legislation defined within the Public Health Act.

The proposed unit cap of 25 is based on calculations provided by Franklin Engineering to ensure that the flow rates did not exceed 22,700L/day. Standard flow rates identified within the Sewerage System Standard Practice Manual Version 3 were utilized.



Unit flow rates were based on a 2 bedroom mobile home (900 L/day) which is the most conservative of all proposed land uses (cabins, rv's, park models).

It is demonstrated that the flows generated up to 25 units would not require a system regulated by the MOE, rather a smaller system regulated by the IHA. The above noted calculations are conservative and will be included in detail within a sealed Engineering Brief ahead of Second Reading.

To provide the CSRD with additional comfort we propose the use of a covenant to reinforce a unit cap of 25 units which are linked to a sewerage system with less than 50 connections. The covenant would also state that any additional units would require the construction of a community sewer system as defined within the zoning bylaw.

To ensure that the full build out of the site can occur the initial system proposed will be designed and situated in a way that allows for the most efficient conversion / expansion to a community sewer system. Franklin Engineering has taken this into consideration and will include these details in the forthcoming Engineering brief.

RATIONALE

The following includes a summary of rationale for the proposed changes:

- The proposed text and map amendment meets the intent of the Resort designation and is also consistent with the permitted density established within the OCP and Zoning Bylaw.
- The addition of the commercial storage will allow for the storage of larger personal items of the resort residents and the public.
- The storage buildings will act as a buffer from the neighbouring industrial property helping to minimize any potential conflicts.
- The amended development proposes a reduction in density and trip generation with the removal of the campsites.
- The increase in floor area for the tourist cabins allows for easier and more cost effective construction as well as a decrease in required labour and less waste, due to the standard length of the wood planks.
- The precise location for the septic field and utilities is not clear. If utilities are restricted to one development area, as is in the existing zone, alterations or



- relocations could impact other land use areas and the ability for the developer to maximize land use efficiency.
- Enabling phasing for this development will allow for the developer to generate the capital required to finance the infrastructure requirements for the full build out.
 - The proposed map amendment will allow more flexibility for detailed design and maximum land use efficiency should the road locations need to shift to accommodate utilities or other infrastructure.

LIST OF APPENDICES:

- Title
- Preliminary Servicing Plan
- Proposed Map Amendment
- CDE8 zone markup - with changes
- MOTI access permit

CLOSING

We look forward to working with the Regional District staff on this project.

Thank you for your time and consideration. Upon review of the above, if there are any questions or concerns, please do not hesitate to contact the undersigned.

Regards,

A handwritten signature in black ink, appearing to read 'J Powers', is written over a light blue horizontal line.

Jennifer Powers
Project Manager
OTG Developments Ltd.
Phone: 778 – 586 - 9252
Email: jen@otgdevelopments.com



HYDE PARK RESORT LIVING

PRELIMINARY INFRASTRUCTURE AND SERVICING REPORT

May 16, 2024

Prepared By:
Franklin Engineering Ltd.

Prepared For:
Hyde Park Resort Living
3410 Oxbow Frontage Rd
Malakwa, BC, V0E 2J0

DOCUMENT CONTROL RECORD

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Date:	Rev Details/Status	Prepared by:	Reviewed by:	
2024/05/16	Revision 2	Lilian Vuong	Jayme Franklin	

Approval			
Author Signature:		Approver Signature:	
Name:	Lilian Vuong	Name:	Jayme Franklin
Title:	Engineer-In-Training (EIT)	Title:	Project Engineer (P.Eng.)

I. EXECUTIVE SUMMARY

Franklin Engineering Ltd. has been retained to outline the servicing requirements for the proposed development, Hyde Park Resort Living, located at 3410 Oxbow Frontage Road in Malakwa, BC (PID: 024-120-871).

The proposed development lot is approximately 7.77 hectares (19.20 acres) in size and lies within the Columbia Shuswap Regional District (CSRD). The CSRD Zoning Bylaw No. 841 and the Official Community Plan (OCP) have been referenced for the property's servicing design.

The subject property is zoned under the Comprehensive Development E8 (CDE8) to accommodate for year-round and seasonal RV sites, camping spaces, tourist cabins, storage facilities, property management facilities, and resort facilities.

Servicing requirements include access, water, sanitary, stormwater management, and electrical & internet connections to each site. Water will be supplied by an existing well and a community water system with treatment. An onsite wastewater system is proposed to include a treatment plant capable of producing MWR Class A Effluent and a ground dispersal field comprising of 12 zones. Power will be provided from the existing utility facility on site. Stormwater will be managed through infiltration, sheet flow, and overland flow paths.



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1.0 INTRODUCTION

This report is intended to provide supporting information to demonstrate the services designed for the proposed resort development. Hyde Park Resort Living is located at 3410 Oxbow Frontage Road in Malakwa, BC and covers approximately 7.77 hectares (19.20 acres) of land. The development shall service year-round residential RV sites, seasonal residential RV sites, cabin recreational areas, as well as public washrooms, showers, and laundry rooms.

2.0 PROPERTY ZONING

The development is located within the Columbia Shuswap Regional District (CSRD) and follows the CSRD Zoning Bylaw No. 841, Official Community Plan (OCP) Bylaw No. 840, and the Comprehensive Development E8 (CDE8) zoning designation.

2.1 COMPREHENSIVE DEVELOPMENT E8 (CDE8)

Zone CDE8 has been developed specifically for the subject property at 3410 Oxbow Frontage Road and includes six Development Areas (DAs); the zone accommodates for residential share-lots, seasonal RV sites, camping spaces, tourist cabins, storage facilities, property management facilities, communal property amenities, caretaker residence, green space, and accessory uses.

3.0 ROAD DESIGN

3.1 ACCESS

The property will be accessed from Oxbow Frontage Road which consists of a paved two-lane road with no curb and gutter or sidewalks but has open ditches for offsite drainage. The entrance to the development area is approximately 280 meters (m) from the nearest intersection, located northeast from the subject property. The proposed internal access for the development will be 7m gravel roads, allowing for two-lane traffic, with center swale for runoff management.

Oxbow Frontage Road has been confirmed a safe access from the Trans-Canada Highway. Existing traffic volumes have been assessed to be low, and site distances at the access location are favorable and safe. Access to the property will be designed per the Ministry of Transportation and Infrastructure (MOTI) specifications and all roadwork will be designed using professional engineering practice. A commercial access permit will be required from the MOTI.

3.2 PARKING

On the northwest corner of the property, parking spaces will be provided and sized to approximately 1,000 square meters (m²). The proposed parking area has been designed to meet the parking requirements demonstrated in the CSRD Zoning Bylaw.

4.0 WATER

4.1 SUPPLY

Water intake will be acquired from the existing well (WTN #52550) located on the northwest side of the property and pumped to the water treatment facility. A source evaluation by Interior Health Authority (IHA) will be required to confirm the scope of waterworks and treatment required for the development.

4.2 DESIGN DEMAND

The calculations for design flows take residential and commercial design demands, irrigation demands, and water loss into consideration. Designed to service 91 sites, the estimated demand flows have been summarized below:

Table 1: Water Usage Demands

	m ³ /day	LPS	uGPM
MAXIMUM DAILY DEMAND (MDD)	122.81	1.42	22.52
AVERAGE DAILY DEMAND (ADD)	61.41	0.71	11.26
PEAK HOURLY FLOW (PHF)	233.34 (9.72 m ³ /hr)	2.70	42.78

4.3 TREATMENT AND DISTRIBUTION

As per Canadian Drinking Water Guidelines, raw water will be treated with cartridge filtration, UV disinfection, and chlorination to achieve 4 log inactivation of viruses by free chlorine, as required by IHA. Treated water will be distributed to the proposed 91 sites via a looped water distribution system with 150mm PVC piping and 25mm service connections. An Interior Health Authority Waterworks Construction Permit will be required for the development and construction of this water system.

5.0 WASTEWATER

5.1 DESIGN DEMAND

The wastewater design flow has been estimated to be produce from the residential and commercial sites, as well as the public and resort facilities, including washrooms, showers, and laundry.

Table 2: Wastewater Demands

	m ³ /day	LPS	uGPM	iGPD
PEAK HOURLY FLOW (PHF)	108.00 (4.50 m ³ /hr)	1.25	19.81	23,800

5.2 SERVICES AND COLLECTION

Wastewater will be collected from 100mm service connections, 150mm/200mm gravity mains, and 75mm force mains. The preliminary design includes the proposal of one lift station located south of property. The force mains will enter the receiving manholes at crown-to-crown elevations to ensure wastewater flow is directed into the receiving channels without excessive spray. The remainder will be gravity fed into the direction of the onsite wastewater treatment facility.

5.3 ONSITE WASTEWATER SYSTEM

An onsite wastewater treatment and disposal system will be designed and registered under the BC Municipal Wastewater Regulations (MWR). The preliminary location of the onsite wastewater treatment and disposal field will be north of property with a setback of 90m from the well source. The wastewater treatment plant will consist of a Class A treatment plant and a 12-zone ground dispersal field that is approximately 2,515 m³ in size. The proposed backup disposal area will be located on the southwest side of property of the same size.

It has been pre-determined that an onsite wastewater system is capable of being relocated anywhere on property. Final location would be determined at the detailed design phase, utilizing recommendations and required setbacks from an Environmental Impact Statement (EIS).

6.0 STORMWATER MANAGEMENT

The conceptual stormwater management plan of the development property consists of sheet flow with routes managed by the center-swale gravel roads. Runoff along the gravel roads will be directed towards discharge points: an on-property pond and offsite ditches along Oxbow Frontage Rd. As well, runoff from building roofs will be captured using eavestroughs routed to splash pads and infiltrated to ground. Major and minor storms will be evaluated for overland flows.

8.0 POWER AND TELECOMMUNICATIONS

The development property will be serviced from an existing utility facility located on the northwest side of property. Servicing will involve BCHydro coordination with proposed underground utility connections to each building and site, as required.

9.0 CONCLUSION

This report outlines the requirements to service the Hyde Park Resort Living development located on 3410 Oxbow Frontage Road.

For the proposed development's 91 sites and public facilities, the maximum daily demand (MDD) and peak hourly flow (PHF) for water usage was estimated to be 122.8 m³/day (1.42 LPS) and 9.72 m³/day (2.70 LPS), respectively. The peak daily design of wastewater produced by the development was estimated to be 108.0 m³/day (1.25 LPS). To ensure design demands are met for water and wastewater, the following services have been proposed: water will be supplied from a new well and community water system located on the south end of the property; sewage disposal will involve a Class C wastewater treatment plant and dispersal field located on the north end of the property.

An existing utility facility will provide electrical services to each proposed lot. In addition, stormwater management will involve the collection and detention of stormwater runoff, with the use of catch basins, rock pits, and splash pads.



Jen Powers <jen@otgdevelopments.com>

Rezoning Amendment 3410 Oxbox Frontage Rd Malakwa

Samantha Mitchell <Samantha@franklinengineering.ca>

Wed, Jan 29, 2025 at 11:52 AM

To: Jen Powers <jen@otgdevelopments.com>, Franklin Engineering <Office@franklinengineering.ca>

Thanks Nikki!

Jen,

The additional information required on our end, beyond the density rationale I provided, is something that I need Jayme to speak to as he is the engineer who would design the systems and could properly articulate the details. I did put this task on his desk but the limited time crunch was not ideal for his schedule.

I am hoping that Jan can move this forward to the February meeting with your updates today, having already reviewed the provided rationale for the 22,700L/day system. We can get you the additional details in time (before the second reading) in an updated servicing report on our end.

It would be between you and the CSRD if a max unit number is going to be required for the 22,700L/day system or if a flow monitor system could be utilized and if that needs to be spoken to now. While we do prefer not to confine things to a unit cap and instead utilize flow rate monitors to allow the developer to get the most bang for their buck on a wastewater system, I do understand the CSRDs concern for the addition of RV's, as they don't require a building permit. I doubt this would be the norm based on what the development is proposing but for calculation information, we assign 500L/day per RV unit.

For argument's sake and further discussion on your end, if we assume that 2-bedroom mobile homes(900L/day) or 2-bedroom seasonal cabins(750L/day) would be built and use the highest flow rate which would be 900L/day for the 2-bedroom mobile, a limit of 25 lots could be developed. This is also assuming that the maximum 900L/day would be utilized, which as explained in the calculation rationale, is rarely the case with the typical average flow for multi-unit systems for design purposes being 67% (2/3rd's peak flow). This would provide ample wiggle room smaller RVs to be hooked up as well as some larger 3-bedroom mobile homes.

For phase 1, a 25-unit cap might be acceptable (900L/day 25 units = 22,500L/day). As you can see, this cap would leave a lot of room in the system unused, should only 25 two-bedroom cabins be built (18,750L/day), or only 25 RVs be placed on the site (12,500L/day). It is again for this reason that we feel flow rate monitors are the ideal way forward to allow for a maximum density with an IHA system before needing to upgrade to an MoE system.

How does the CSRD regulate a campground with wastewater system for number of sites? Is it based on the 500L/day RV flow rate, divided into a 22,700L/day system and therefore a max number of RV sites the campground can have available? What if the property owner expanded after the initial development into greenspace areas on the property? How is that monitored? Is it on goodwill that someone will utilize their system according?

With regard to design details, I know that the system would be proposed in the same place as the MWR system, to accommodate future expansion and maintain the required distance from the well. I am not certain of the exact details of how the design works to incorporate the updates later, but I know that it is

something that is not unheard of. In my time here I've come to understand that we would/could do things like switch to a larger pump and additional runs, or add more tanks in the ground. If it is known that an expansion is required later, I'm sure some additional things are taken into consideration from the beginning with the IHA design vs someone coming to us later and asking to expand on whatever system exists. Again, Jayme would be able to go into detail on this.

Let me know how it goes and if I can be of any further assistance.

Kind regards.

Samantha Mitchell, Project Manager
Franklin Engineering Ltd.
PO Box 2590 – 416A 4th ST NE
Salmon Arm, BC, V1E 4R5
250.832.8380 ext 9

From: Jen Powers <jen@otgdevelopments.com>

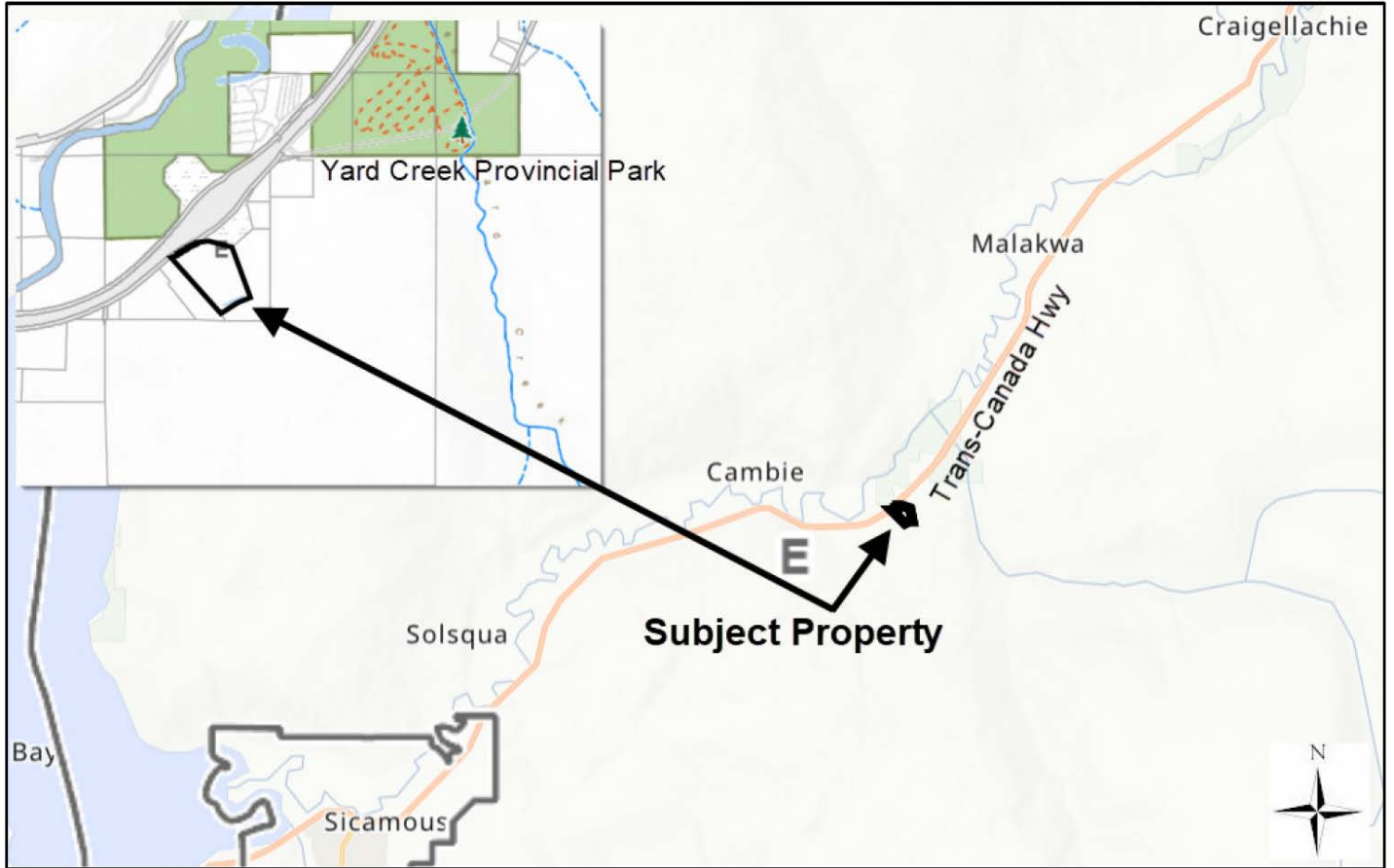
Sent: 29 January 2025 09:57

To: Franklin Engineering <Office@franklinengineering.ca>; Samantha Mitchell <Samantha@franklinengineering.ca>

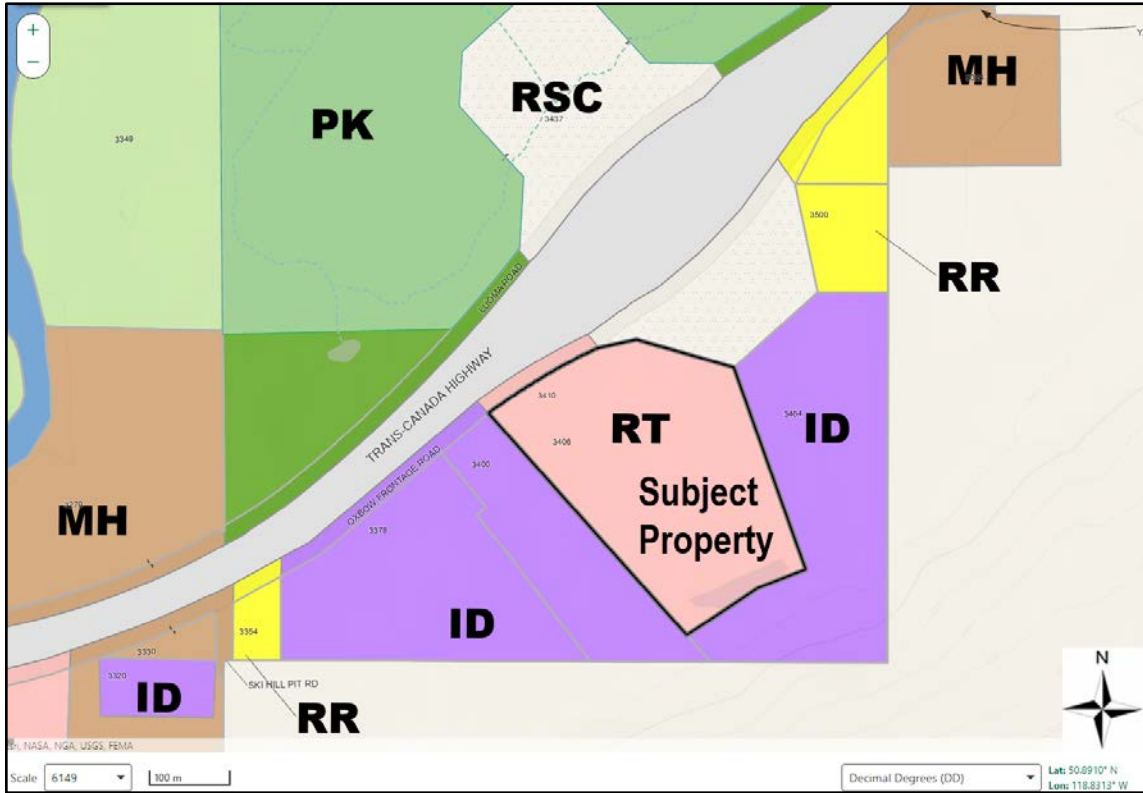
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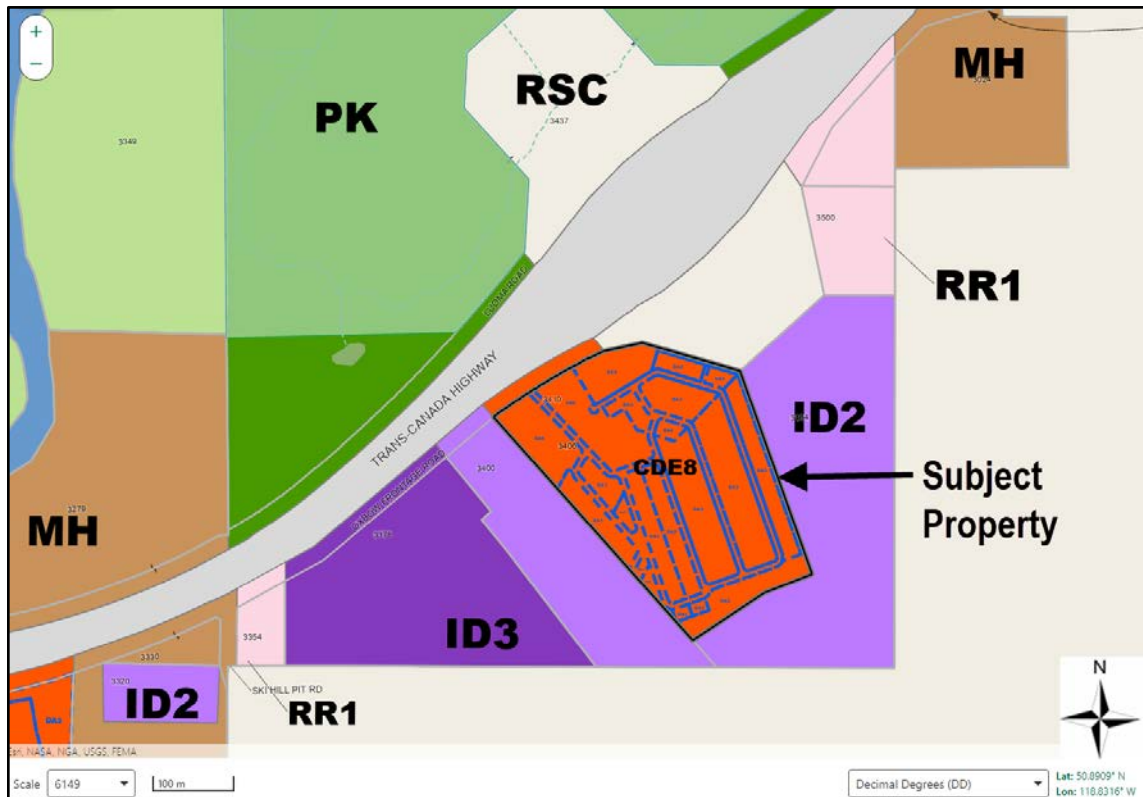
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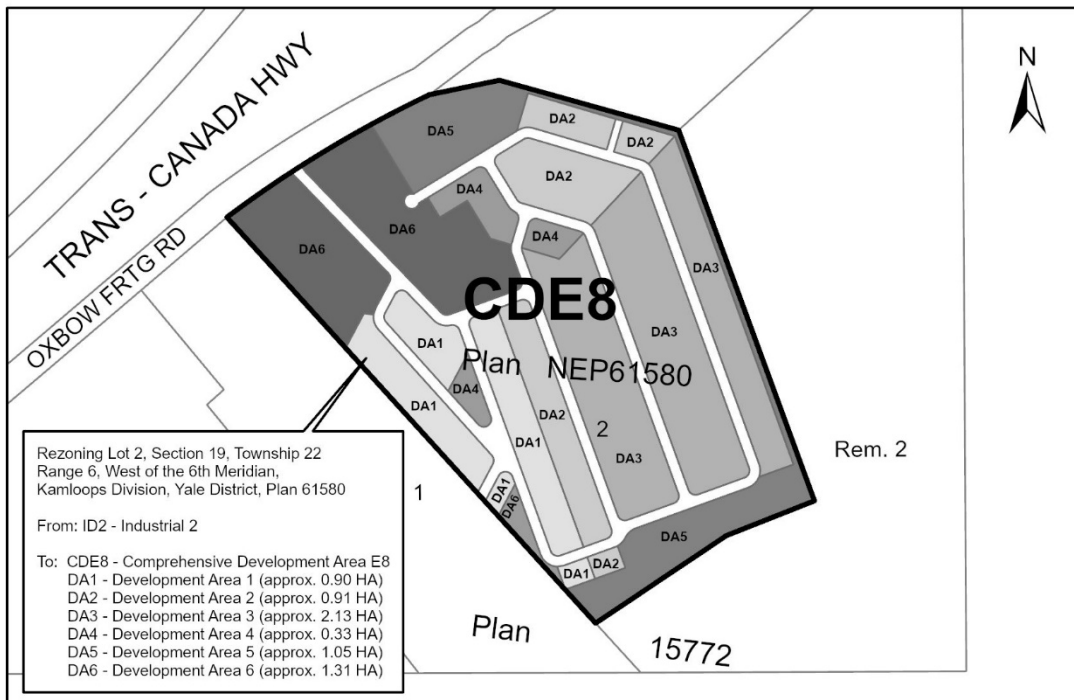
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Electoral Area E Zoning Bylaw No. 841

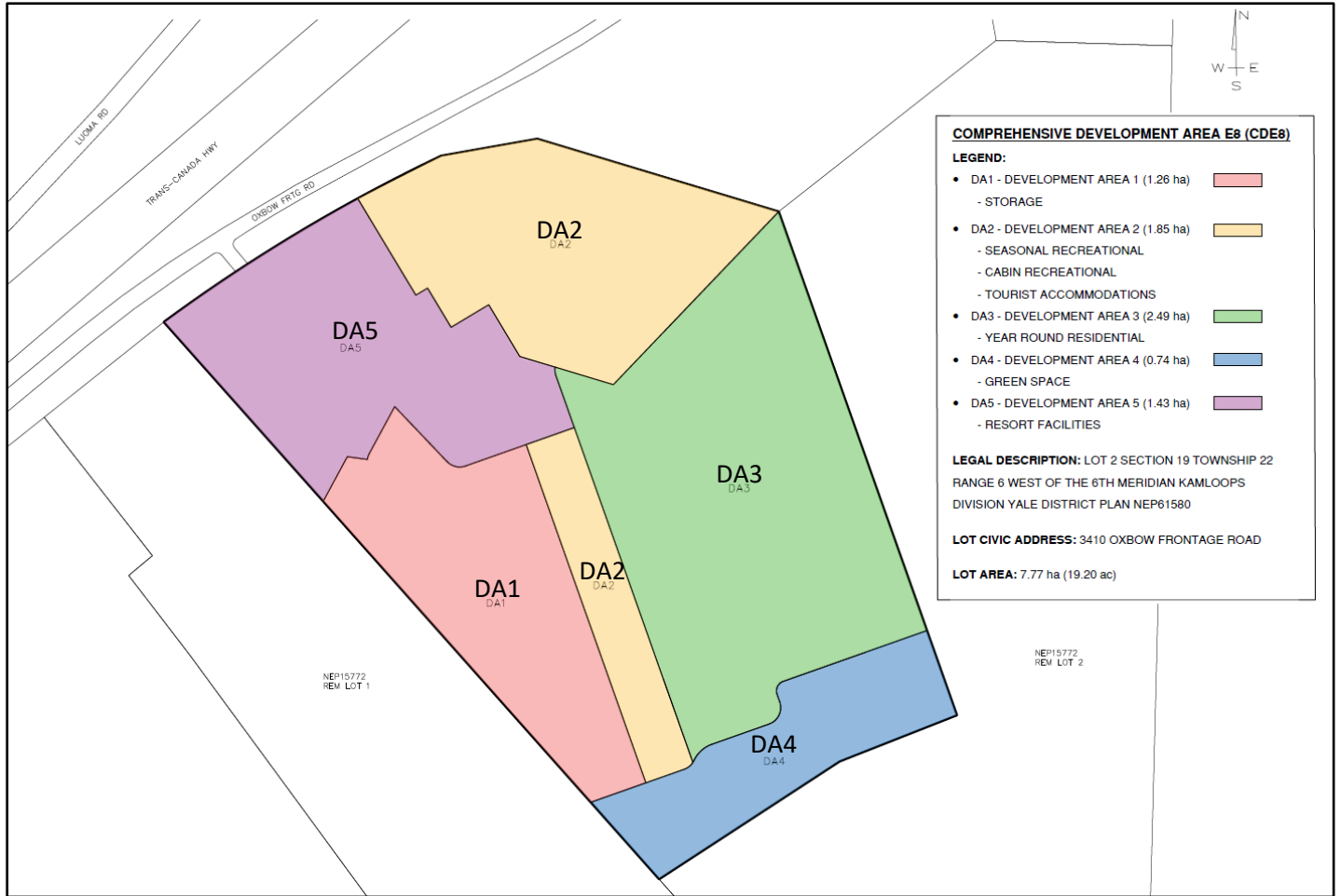


Existing Zoning: Comprehensive Development E8 Zone (CDE8)

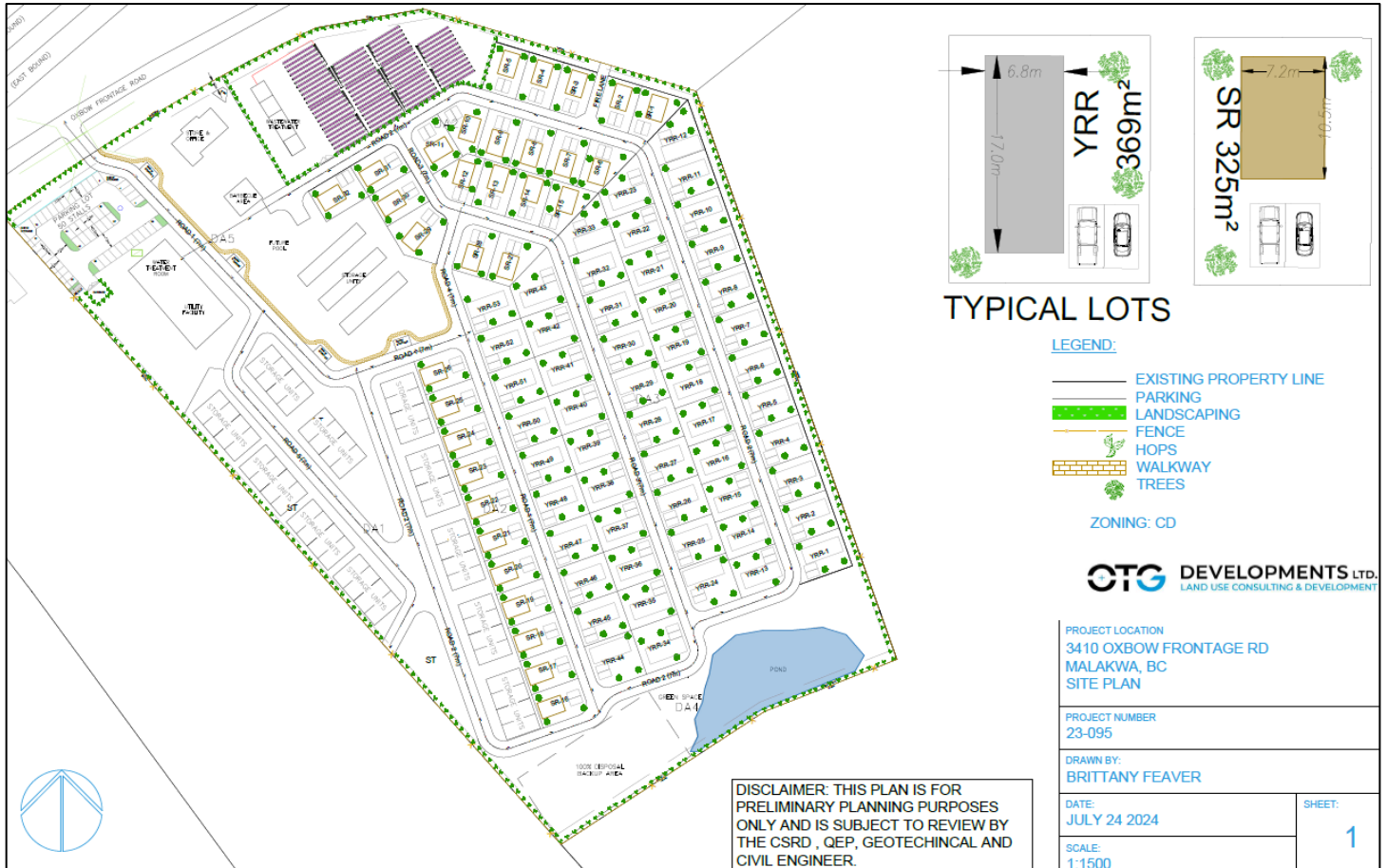


- Development Area 1: 28 camping spaces
- Development Area 2: 28 recreational vehicle space share-lots
- Development Area 3: 58 residential share-lots
- Development Area 4: 12 tourist cabins
- Development Area 5: green space/property management facilities
- Development Area 6: resort facilities

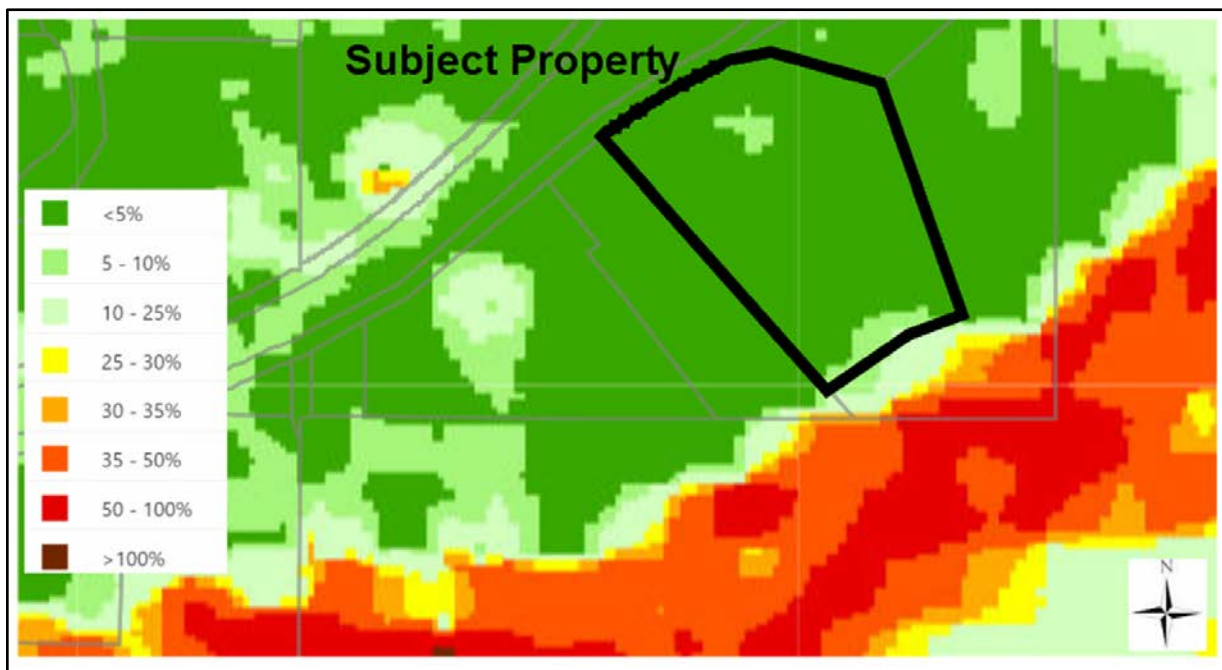
Site Plan of proposed Comprehensive Development Areas (provided by applicant)



Site Plan



Slope



Orthophoto (2023)



Photos (provided by applicant)



Existing Single Detached Dwelling



Existing Commercial Storage Building



Existing Commercial Storage Building

