



BOARD REPORT

- TO:** Chair and Directors
- SUBJECT:** Electoral Area F: Electoral Area F Official Community Plan Amendment Bylaw No. 830-26 and Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-52
- DESCRIPTION:** Report from Laura Gibson, Planner II, dated July 3, 2024. 3856 Squilax-Anglemont Road, Scotch Creek
- RECOMMENDATION #1:** THAT: "Electoral Area F Official Community Plan Amendment Bylaw No. 830-26" be read a first time, this 18th day of July 2024.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #2:** THAT: "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-52" be read a first time, this 18th day of July 2024.
Stakeholder Vote Unweighted (LGA Part 14) Majority
- RECOMMENDATION #3:** THAT: The Board utilize the complex consultation process for "Electoral Area F Official Community Plan Bylaw No. 830-26" and "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-52" and it the bylaws be referred to the following agencies and First Nations:
- CSR D Community and Protective Services,
 - CSR D Environmental and Utility Services,
 - CSR D Financial Services,
 - Interior Health Authority,
 - Ministry of Environment and Climate Change Strategy,
 - Ministry of Transportation and Infrastructure,
 - Ministry of Forests: Archaeology Branch, and,
 - All applicable First Nations Bands and Councils.
- Stakeholder Vote Unweighted (LGA Part 14) Majority*

SUMMARY:

The subject property is located at 3856 Squilax-Anglemont Road in Scotch Creek and is used as a manufactured home park. Fifteen manufactured homes existed prior to the wildfire in summer 2023. All but one manufactured home was lost to the wildfire. The property owner is proposing to rebuild and expand the manufactured home park to a maximum of 36 manufactured homes.

Scotch Creek/Lee Creek Zoning Bylaw No. 825 (Bylaw No. 825) permits a maximum density of one manufactured home unit per ha on a property not serviced by a community sewer system, which is defined as a sewage collection, treatment and disposal system serving 50 or more parcels. The subject property is 3.64 ha and without a community sewer system that meets the definition in Bylaw No. 825 and therefore is only currently permitted 3 manufactured homes. Furthermore, the Electoral Area F Official Community Plan Bylaw No. 830 (Bylaw No. 830) requires that all new development in the Scotch Creek Primary Settlement Area must be connected to a community water system and community sewer system. This application has been made to amend Bylaw No. 830 and Bylaw No. 825 to allow for 36 manufactured homes on the subject property, which will not be serviced by a community sewer system and a community water system.

BACKGROUND:

ELECTORAL AREA:

F

LEGAL DESCRIPTION:

Lot 1 Section 33 Township 22 Range 11 West of the 6th Meridian Kamloops Division Yale District Plan 11667 Except Plan 35199

PID:

009-471-286

CIVIC ADDRESS:

3856 Squilax-Anglemont Road, Scotch Creek

SURROUNDING LAND USE PATTERN:

North = Industrial

South = Residential, Industrial,

East = Public and Institutional, Squilax-Anglemont Road

West = Scotch Creek Indian Reserve #4

CURRENT USE:

One manufactured home (15 manufactured homes prior to the wildfire)

PROPOSED USE:

Maximum of 36 manufactured homes

PARCEL SIZE:

3.64 ha (9.03 ac)

DESIGNATION:

[Electoral Area F Official Community Plan Bylaw No. 830](#)

MD – Medium Density

PROPOSED DESIGNATION:

[Electoral Area F Official Community Plan Bylaw No. 830](#)

MD – Medium Density

Add site specific policy to allow for a maximum of 36 manufactured homes without a connection to a community water system and a community sewer system.

ZONE:

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

MHP - Manufactured Homes Park

PROPOSED ZONE:

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

MHP - Manufactured Homes Park

Add site specific regulation to allow for a maximum of 36 manufactured homes without a connection to a community sewer system.

AGRICULTURAL LAND RESERVE:
0%

SITE COMMENTS:

A site visit has not been completed for this application, but staff are familiar with this location. The subject property is in the village centre of Scotch Creek with direct access from Squilax-Anglemont Road. The property is flat and does not contain any watercourses. The manufactured home park is a good location as it is walking distance to amenities such as the grocery store, post office, and former library (which is proposed to be rebuilt).

The property is partially situated in the Scotch Creek Active Fan and therefore requires a Hazardous Lands (Flooding and Debris Flow Potential) Development Permit prior to new development. This type of development permit is regularly approved in the Scotch Creek Active Fan if the required professional report is provided with the application.

According to the applicant, the manufactured home park was established around 1992 and originally had 7 manufactured homes. The park expanded to 15 manufactured homes around 2001. The current owner purchased the property in 2005. The 15 manufactured homes that existed prior to the Bush Creek East Wildfire in 2023 were serviced by an onsite well and several onsite wastewater management systems, one which serviced 9 units and four smaller systems which had the potential to service two units each. One manufactured home unit remains on site following the wildfire.

BYLAW ENFORCEMENT:

There is no bylaw enforcement related to this file.

POLICY:

See attached "BL830-26_BL825-51_BL830_BL825_Excerpts.pdf" for applicable policies and zoning regulations.

[Electoral Area F Official Community Plan Bylaw No. 830](#)

- Section 6 – A Well-housed Community
- Section 10 – A Well-serviced Community
- Section 11 – Managing Growth: North Shuswap
- Section 12 – Managing Growth: Scotch Creek (Primary Settlement Area)

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

- Part 1 – Definitions
- Part 5 – Zones
 - 5.9 Manufactured Home Park (MHP)

FINANCIAL:

After first reading, Financial Services and Environmental and Utility Services will need to review the proposed OCP amendment and confirm whether it is consistent with the CSR's Financial Plan and Waste Management Plan.

KEY ISSUES/CONCEPTS:Background

The subject property is used as a manufactured home park and is designated MD – Medium Density and within the Scotch Creek Primary Settlement Area in the Electoral Area F Official Community Plan Bylaw No. 830 (Bylaw No. 830). The property is zoned MHP – Manufactured Home Park in Scotch Creek/Lee Creek Zoning Bylaw No. 825 (Bylaw No. 825). Where there is no community sewer system, the MHP zone permits a maximum density of one unit per ha. The subject property is 3.64 ha and is not connected to a community sewer system and is therefore permitted three manufactured homes.

Prior to the wildfire in summer 2023, there were 15 manufactured homes existing on the subject property. It is unclear how many of these manufactured homes may have been lawful non-conforming (existed prior to the adopted of Bylaw No. 825 in 2005). The applicant told staff that 7 homes existed around 1992 and 8 more were added around 2001, however, the CSRD has not received any supporting evidence to date from the applicant for the CSRD to make a determination about the lawfully non-conforming status. If it was determined that lawfully non-conforming status applies, it may be possible for up to 15 manufactured homes to be re-established on the property without rezoning.

The proposal for more than three manufactured homes up to a maximum of 36 manufactured homes requires an amendment to the Electoral Area F Official Community Plan (OCP) as the OCP contains policies which state that all new development within the Scotch Creek Primary Settlement Area must connect to a community sewage system and must connect to a community water system. In Bylaw No. 830, Section 10.3 policies about Liquid Waste Management include that any new development in the Scotch Creek Primary Settlement Area must connect to a community sewage system. In Bylaw No. 830, community sewage system is defined as:

COMMUNITY SEWAGE SYSTEM means a sewage collection, treatment and disposal system serving 50 or more connections, parcels, dwelling units, or recreational vehicles.

Furthermore, Section 10.2 policies for Water Supply and Distribution in Bylaw No. 830 require that all new development in the Scotch Creek Primary Settlement Area must connect to a community water system. In Bylaw No. 830, a community water system is defined as:

COMMUNITY WATER SYSTEM means a waterworks system serving 50 or more connections, parcels, dwelling units, or recreational vehicles. There are currently no existing community sewer systems or community water systems in the community that the property could connect to.

The closest community water systems are the Scotch Creek Water System, which is currently under development approximately 1.15 km south of the subject property, and the Saratoga Water System, approximately 1.6 km to the east of the subject property (see attached "BL830-26_BL825-52_Maps_Plans_Photos.pdf").

Proposal

The property owner has hired Franklin Engineering Ltd. as their agent, who has applied to the CSRD to amend Bylaw No. 825 and increase the permitted density of manufactured homes to 36 units without a connection to a community sewer system or community water system. There is currently a sewage disposal system existing on the subject property which can service up to 9 manufactured homes. The applicant is proposing to continue utilizing this existing system to serve 8 manufactured home units and add 14 smaller onsite wastewater management systems that would service two units each. According to the applicant's letter of rationale, this will distribute the wastewater over the whole site instead of one concentrated area, allowing for optimal dilution (see attached "BL830-25_BL825-52_Letter_of_Rationale_03-18-2024.pdf"). The other benefits as noted by the applicant include that the

phased construction allows less of an initial cost of installation and ease of maintenance (individual systems require less maintenance overall). The applicant goes on to explain that if a second large system were required, it would result in the loss of approximately 4 manufactured home sites, whereas 14 smaller system could be situated along the property lines and between units. One large community wastewater treatment system that could service all 36 units would be cost and time prohibitive, as it would require an extensive application process through the Ministry of Environment and it would be a minimum of 2-3 years before a system can be in place on site. The applicant also states that regular maintenance and operation fees of a system of that size are thousands of dollars per month which would be passed on to the residents. See attached "BL830-26_BL825-52_Letter-of-Rationale.pdf" for the full letter and "BL830-26_BL825-52_Maps_Plans.pdf" for the site plan.

For water servicing, the 36 manufactured homes are proposed to be serviced by a new water treatment system sourced from an existing well.

Land Use Analysis

Policies in Section 6 of the OCP, A Well-Housed Community, include to provide a range of housing types and tenures to meet the needs of all residents in the community and to encourage affordable housing for seniors to allow North Shuswap Residents to age in place, close to friends and family. There is a need for affordable housing in the Scotch Creek area, especially after the wildfire in 2023. The subject property's location is ideal for affordable housing as it is walking distance to local amenities, including the grocery store, post office, and (future) library.

Policy 2 of the Medium Density designation in OCP Bylaw No. 830 states that the density of Medium Density Residential is proposed as 15-20 units per hectare. For the subject property, which is 3.64 ha, that would be 54-72 units. The proposal is well below this proposed density for the Medium Density designation. However, that density is only supported in conjunction with the required community servicing, which is what this proposed bylaw amendment is addressing.

Servicing Analysis

In OCP Bylaw No. 830, a community sewer system means a sewage collection, treatment and disposal system serving 50 or more connections, parcels, dwelling units, or recreational vehicles. In Zoning Bylaw No. 825, the definition of a community sewer system is slightly different than the definition in the OCP as it states that it means a sewage collection, treatment and disposal system serving 50 or more parcels situated within the community intended to be serviced (as opposed to the OCP definition that requires 50 or more connections to parcels, dwelling units, or recreational vehicles). The proposed density of the manufactured home park is 36 units, not 50 or more, and therefore the proposal requires both OCP and zoning bylaw amendments regardless of the difference in definitions.

The community systems reference 50 connections because that is considered the minimum number of connections for a community system to be sustainable to operate. This is reflected in the [CSRD Water System Acquisition Strategy](#) (February 2011), which states the CSRD will consider acquiring only water systems that have at least 50 connections and are expected to be financially viable to own and operate. There is no existing community sewer system or community water system in the vicinity of the subject property to connect to. Given that the full build out of the mobile home park is proposed to be 36 units, if new community systems were built for the subject property to service the manufactured home park, they would still not have 50 connections and therefore would not meet the definitions of community sewage system and community water system in Bylaw No. 830.

Potable Water

All water supply systems in British Columbia require approval from the regional health authority, which in the CSRD is Interior Health Authority. A water supply system means a domestic water system that serves more than one single-family residence. The Drinking Water Protection Act (the Act) outlines general requirements for water suppliers, and the Drinking Water Protection Regulation sets out more specific requirements. The Ministry of Health administers the Act and develops policy related to drinking water. The regional health authorities implement the Act and provide monitoring of drinking water systems. An operating permit may be required in accordance with the regulations and terms of an operating permit may include, but are not limited to, treatment requirements, qualifications and training of persons operating, maintaining, or repairing the water supply system, monitoring of the drinking water source and the water in the water supply system, and reporting of monitoring results. A water license is also required from the Province in accordance with the Water Sustainability Act. Water licences and approvals allow people to divert, use or store surface water or groundwater.

A single water treatment system is proposed to service the 36 manufactured homes. It will not have the minimum 50 connections to meet the definition of community system in the CSRD bylaws. The applicant has told staff that the water will be sourced from an existing well which has a flow rate of 50 gallons per minute (gpm). The applicant states that at maximum build out, the manufactured home park would require a peak flow rate of 20 gpm, and the proposed treatment system has been designed to service 40 gpm, double the expected demand at full build-out. The applicant has informed staff that they completed the application package to Interior Health in June, and it can be 60 days get an initial response from them. The proposed bylaw amendment will be referred to Interior Health if the bylaws are given first reading and staff will specifically ask Interior Health if they can provide any confirmation that an expansion to the existing water system may be approved.

Sewage

Onsite sewerage systems that treat effluent from buildings that are not serviced by larger municipal or regional sewer systems are regulated either by the Public Health Act (regional health authority or the Municipal Wastewater Regulation under the Environmental Management Act (Ministry of Environment and Climate Change Strategy (MOE)), depending on the amount of sewage flow the system is designed to receive.

A sewerage system designed to receive a sewage flow of less than 22,700 L/day may be regulated by the regional health authority. The regional health authority receives a filing from the authorized person who is constructing the sewerage system under the Sewerage System Regulation, but the regional health authority does not need to specifically approve each system. Within 30 days of completing construction of the sewerage system, the authorized person submits a letter of certification to Interior Health to provide assurances that the plans and specifications are consistent with standard practice.

For a sewerage system designed to receive a sewage flow of more than 22,700 L/day, MOE issues authorizations. As noted on MOE's website, the applications follow a complex process and can take up to 4.5 years to complete. The application submission is extensive, requiring items such as design drawings, a technical information summary sheet, a series of plans (operating plan, commissioning plan, contingency plan, irrigation plan, closure plan, proof of assurance plan, and a site plan), impact studies (environmental impact study (EIS), construction and operation EIS, receiving environment EIS, overflow EIS, and inflow and infiltration study), and more. A sewerage system authorized by MOE also requires regular monitoring and annual reporting. The applicant has noted that for manufactured homes, a rate of 1000 L/day for each unit is used. This would total 36,000 L/day for the full build-out (36 units) of the mobile home park or 28,000 L/day for the 28 units that will not be serviced by the existing sewage disposal system (which is proposed to service 8 units). Either way, these new systems would have to

be designed to receive a sewage flow of more than 22,700 L/day and therefore require the extensive application to MOE.

The review and approval of these systems is complex and costly because it is an important function of public health protection (to minimize, mitigate and/or prevent environmental threats to human health.) Without the required plants and reporting, the risk of the system failing increases.

Referrals are recommended to both MOE and Interior Health if these bylaws are given first reading to provide comments on the proposed servicing.

Staff have concerns about the sustainability of the proposed methods of servicing for the proposed development. One system that is approved through MOE is preferable, because there is more Provincial oversight of the design, operations, monitoring of these types of systems. The proposal for 14 smaller septic systems each servicing 2 manufactured homes will distribute the effluent over a larger area than having a single shared system or several larger systems and is not an uncommon practice for manufactured home parks, but it is not the most sustainable. Without proper maintenance, septic systems can fail, and the cumulative impact can have a detrimental impact on human health and the environment. The reason that the zoning currently only permits a density of 1 manufactured home unit per hectare where there is no community servicing is to align with Interior Health Authority's best practice of a minimum 1 ha lot size for onsite servicing. The CSRD Subdivision Servicing Bylaw No. 680 (Bylaw No. 680) also requires a minimum parcel size of 1 ha for new lots with onsite servicing. However, this is a manufactured home park and not a subdivision creating individual lots, so Bylaw No. 680 does not specifically apply to this proposal.

The next best option may be to have a few smaller systems (similar to the existing system which is proposed to service 8 of the manufactured homes) that receive a sewage flow of less than 22,700 L/day and therefore are not obligated to comply with the Municipal Wastewater Regulations and require the approval from MOE. These smaller systems would fall under the Sewerage System Regulation which does not have the same level of oversight as systems regulated by MOE. These systems do not offer as much of a staged approach as having 14 smaller septic systems that serve 2 manufactured homes each.

If the bylaw amendment is given first reading, referrals will be sent to agencies and First Nations for comment, including CSRD Environmental and Utility Services, the Ministry of Environment, and Interior Health Authority for their input on the proposed method of sewage disposal.

Community Sewer and Community Water Systems

One of the objectives in Section 10, A Well-Serviced Community, in Bylaw No. 830 is to provide an appropriate level of infrastructure services in development, balancing demand with affordability. The level of design, management, and oversight of community sewer and community water systems minimize risk to water users and the environment. However, while it is optimal to have community sewer and community water systems in place that serve 50 or more units, staff feel the subject property may be viewed uniquely as it is not a subdivision creating new lots and because the property is already established as a manufactured home park. While the expansion of the manufactured home park will result in new manufactured homes, it is not a brand new development, but an expanded development and it may be appropriate to utilize the full property for more affordable homes.

The proposed methods of sewer and water servicing may be considered as a temporary option until a community sewer system and community water system become available in the community and more specifically to the property. The proposed servicing is not considered to be sustainable in the long term.

Referrals to CSRD Environmental and Utility Services (EUS) will provide that department the opportunity to comment on the history and plans for CSRD community water servicing and community sewer servicing in Scotch Creek. EUS may also provide information on how the proposal may align with or contradict the Liquid Waste Management Plan.

Covenant

If the Board chooses to approve third reading of the amending bylaws to allow the proposal at a future meeting, staff recommend a covenant be registered on title of the subject property as part of the bylaw amendment. The covenant would require that the property connect to a community water system and/or a community sewer system should the systems become available to the property. Available means if the subject property is within the service area for a CSRD-owned community water or sewer system. The property owner registering a covenant on title to require future connection to community servicing is common practice of the CSRD in similar situations, such as for proposed developments at 4109 Squilax-Anglemont Road, formerly Frank's Campground (BL830-23 and BL825-43) and for development variance permits which vary servicing requirements for subdivisions.

Staff also recommend that prior to consideration of second reading of the proposed bylaw amendments, a hydro-geological impact assessment to review and confirm the quantity and quality of water resources be required from the applicant. A qualified professional engineer or geoscientist with proven knowledge and experience in groundwater management must provide a written statement, through a hydro-geological impact assessment, verifying the long term reliability of the water supply for the proposed development. The assessment must also verify that there will be no significant negative impacts on other water supplies and properties and review the proposed method of sewage disposal and potential impacts to groundwater.

Proposed Bylaw Amendments

In order for this proposal to proceed to development and building permits to be issued for more than 3 manufactured homes on the subject property, OCP and zoning bylaw amendments are required. Staff have prepared the necessary bylaw amendments which are attached as BL830-26 and BL825-52

In OCP Bylaw No. 830, staff are proposing to add a site specific policy in the MD – Medium Density designation, which will refer to policies from Section 10 on servicing, as follows:

Adding to Section 12.10 Medium Density (MD) after *Policy 8*:

1. a) Notwithstanding Section 10.2 Water Supply and Distribution *Policy 3*, for Lot 1, Section 33, Township 22, Range 11, W6M, KDYD, Plan 11667 except Plan 35199, as shown on the map below, the expansion of the existing manufactured home park is permitted despite not having a connection to a community water system that has 50 or more connections. The manufactured home park shall be serviced by a shared water system, approved by Interior Health Authority, serving a maximum of 36 units.
- b) Notwithstanding Section 10.3 Liquid Waste Management *Policy 2*, for Lot 1, Section 33, Township 22, Range 11, W6M, KDYD, Plan 11667 except Plan 35199, as shown on the map below, the expansion of the existing manufactured home park is permitted despite not having a connection to a community sewer system with 50 or more connections. 8 manufactured home spaces shall be connected to one shared sewage system and 28 manufactured home spaces shall be serviced by 14 sewage disposal systems (2 manufactured home spaces per onsite sewage disposal systems). All sewage systems shall be constructed in accordance with the Sewerage System Regulation.

Staff are proposing to add a site specific policy to the MHP zone in Bylaw No. 825, as follows:

Adding to Section 5.9(4) after (a):

(b) Notwithstanding subsection (3)(c) for Lot 1, Section 33, Township 22, Range 11, W6M, KDYD, Plan 11667 except Plan 35199, as shown on the map below [map of subject property to be included with bylaw amendment], the maximum density of manufactured home spaces where not serviced by a *community sewer system* shall be ten per ha (one per 0.25 ac). 8 manufactured home spaces shall be connected to one shared sewage system and 28 manufactured home spaces shall be serviced by 14 onsite sewage disposal systems (2 manufactured home spaces per system). All sewage systems shall be constructed in accordance with the Sewerage System Regulation.

Development Permit

The property is situated in the Scotch Creek Active Fan. A Hazardous Lands (Flooding and Debris Flow Potential) Development Permit (DP) No. 830-433 was issued on April 11, 2024, by the General Manager of Development Services for up to three manufactured homes (the maximum number of homes currently permitted by Bylaw No. 825). An amendment will be required to this DP if these bylaw amendments are approved to permit more manufactured homes.

Building Permits

The property is subject to CSRD Building Regulation Bylaw No. 660-3 and a building permit will be required for each new manufactured home. Confirmation of adequate potable water and sewage disposal is required prior to the issuance of a building permit. One recent building permit application has been made for a manufactured home, which may be issued prior to rezoning as it will be the second unit on the subject property (since the wildfire). Three manufactured homes are currently permitted on the subject property.

Rationale for Recommendation

The subject property is the ideal location for a manufactured home park. The proposed bylaw amendment would allow rebuilding of the 14 homes lost to the wildfire on the subject property, as well as up to 21 more homes. This would provide an alternative housing option in Scotch Creek that may be considered more affordable when compared to the existing housing forms in the community and meet the goals of the OCP to provide more affordable housing.

The concerns with the proposed bylaw amendment relate to the long term sustainability of the proposed servicing. Community servicing requires more planning, coordination, and initial cost, but is more environmentally sustainable in the long term and the larger the system, the more economically sustainable. Community water servicing will increase incrementally over time in Scotch Creek as the CSRD water systems expand. However, there are currently no concrete plans from the CSRD, First Nations, or otherwise, for a community sewer system servicing the Scotch Creek Village Centre. The proposed methods of servicing are not considered sustainable over the medium or long-term. Therefore, if the application for the proposed servicing is approved by the Board, the proposed method of servicing should be considered temporary and the property/development should be required to connect to a future community sewer system and community water system when they become available for the property.

While staff have concerns about the sustainability of the proposed methods of servicing for the proposed development, staff recommend the Board give first reading to Bylaw No. 830-26 and Bylaw No. 825-52 and of the amending bylaws in order for the noted referrals to occur for the following reasons:

- The subject property's location is ideal for a manufactured home park, being in the village centre of Scotch Creek and close to amenities;

- This is an existing manufactured home park with MHP zoning and not entirely new development and subdivision is not part of the proposal;
- There is a need for rebuilding affordable housing and the proposed bylaw amendment offers a temporary servicing option until a community water system and community sewer system become available;
- The applicant has provided an alternative approach to manage sewage disposal and has provided a plan for a water treatment system sourced from the existing well, including and confirmation there is enough water flow to support the full build-out of the manufactured home park;
- Prior to consideration of second reading, it is recommended a hydro-geological impact assessment be required to review and confirm the quantity and quality of water resources and the proposed method of sewage disposal and potential impacts to groundwater;
- Referrals to Ministry of Environment and Climate Change Strategy, Interior Health Authority and the CSRD Environmental and Utility Services Department will provide important feedback about the proposed methods of servicing: and,
- Prior to consideration of adoption of the proposed bylaw amendments, a covenant is recommended to be registered on title which would require that the property connect to a community water system and/or community sewer system should a system become available to the property in the future.

Prior to second reading, the applicant is required to provide to the CSRD:

- A hydro-geological impact assessment to review and confirm the quantity and quality of water resources and the proposed method of sewage disposal and potential impacts to groundwater.

IMPLEMENTATION:

Referrals

If the Board agrees with the staff recommendation, staff will send referrals to the agencies and First Nations listed in the Communications section below.

Consultation Process

In accordance with CSRD Policy P-18 regarding Consultation Process – Bylaws, staff recommend the complex consultation process. This level of consultation is applied in a situation where an application requires both an OCP and a zoning change. Neighbouring property owners will first become aware of the application when a notice of application sign is posted on the property. Section 8.2 of the Development Services Procedures Bylaw No. 4001-02, as amended, requires one notice of development sign for every 400 m of street frontage. The subject property has approximately 10 m of frontage along Squilax-Anglemont Road and therefore requires one sign. The sign shall be placed on the subject property along Squilax-Anglemont Road no later than 30 days following first reading of the proposed bylaw amendment.

As part of the complex consultation process, after first reading, the applicant is required to hold a public information meeting in the community where the subject property is located. The purpose of the meeting is for the applicant to provide the public with information about the proposal, listen to their concerns and answer their questions, and provide meeting notes from the meeting to the CSRD.

If the bylaws are given second reading at a future Board meeting, a public hearing will be held.

COMMUNICATIONS:

Referrals

If Bylaw No. 830-26 and Bylaw No. 825-52 are given first reading, the report will be sent out to the following referral agencies and First Nations requesting input and recommendations regarding the proposed amendments:

- CSRD Community and Protective Services;
- CSRD Environmental and Utility Services;
- CSRD Financial Services;
- Interior Health Authority;
- Ministry of Environment and Climate Change Strategy;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests: Archaeology Branch; and,
- All applicable First Nations Bands and Councils:
 - Adams Lake Indian Band
 - Skw'lax te Secwepemcú'ecw
 - Neskonlith Indian Band
 - Okanagan Indian Band
 - Shuswap Indian Band
 - Simpcw First Nation
 - Splatsin First Nation

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:	2024-07-18_Board_DS_BL830-26-BL825-52_First.docx
Attachments:	<ul style="list-style-type: none">- BL830-26_First.pdf- BL825-52_First.pdf- BL830-26_BL825-52_BL830_BL825_Excerpts.pdf- BL830-25_BL825-52_Letter_of_Rationale_03-18-2024.pdf- BL830-26_BL825-52_Maps_Plans_Photos.pdf
Final Approval Date:	Jul 10, 2024

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



Corey Paiement

No Signature - Task assigned to Gerald Christie was completed by assistant Jennifer Sham

Gerald Christie



Jennifer Sham

No Signature - Task assigned to John MacLean was completed by assistant Jennifer Sham

John MacLean