

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, June 12, 2018 at 2:00 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1472.

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

Item of Business	Page No.
1. CALL TO ORDER	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA	
Recommendation: THAT the Agenda be approved as presented.	1
3. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1471, Tuesday, May 29, 2018	4
Recommendation: THAT the minutes of Regular Council Meeting No. 1471, held Tuesday, May 29, 2018, be adopted as circulated.	
4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
5. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
6. COMMITTEE MINUTES - FOR INFORMATION	
7. REPORTS	
a) Office of the Chief Administrative Office – Verbal Report	
i. Regional Transit System – Memorandum of Understanding: Administration of a new Regional Transit System in the Sea-to-Sky Corridor	13
Recommendation: THAT Council provide direction.	
b) Mayor's Report	
c) Councillor Reports	
8. BYLAWS	
a) Fourth and Final Reading	
i. Village of Pemberton General Local Government Election & Other Voting Procedures Bylaw No. 831, 2018	55
Recommendation: THAT Village of Pemberton General Local Government Election & Other Voting Procedures Bylaw No. 831, 2018 receive fourth and final reading.	

9. CORRESPONDENCE

a) For Action

- i. Rod Nadeau, Vidorra Developments Ltd./Innovation Building Group, dated June 5, 2018, requesting a letter of support for their funding application for Orion under National Research Council's Green Infrastructure Program for Energy Efficient Buildings Research, Development and Demonstration.** 58

Recommendation: THAT a letter of support be provided.

- ii. Pamela Goldsmith-Jones, M.P., West Vancouver-Sunshine Coast-Sea to Sky Country, dated May 28, 2018, regarding funding opportunities for infrastructure upgrades under the new Environmental Quality Program.** 61

Recommendation: That Council direct staff to review the funding program and criteria.

b) For Information

- i. Lynn Embury-Williams, Canadian Wood Council, dated May 15, 2018, calling for nominations for the 2018 Community Recognition Awards.** 62

- ii. Murry Krause, Chair, UBCM, calling for nominations for UBCM Executive.** 65

- iii. Wendy Booth, President, Union of BC Municipalities, dated June 1, 2018, acknowledging receipt of Village of Pemberton's resolutions to be presented at the 2018 UBCM Convention in September.** 76

Recommendation: THAT the above correspondence be received for information.

10. DECISION ON LATE BUSINESS

11. LATE BUSINESS

12. NOTICE OF MOTION

13. QUESTION PERIOD

82

14. IN CAMERA

Recommendation: THAT pursuant to Section 90 (1) (b) personnel and (k) negotiations, of the *Community Charter*, the Council of the Village of Pemberton serve notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

15. RECESS

16. RECONVENE THE REGULAR MEETING AT PEMBERTON COMMUNITY CENTRE ROOM D AT 5:00 P.M.

17. RISE WITH REPORT FROM PART ONE OF THE REGULAR COUNCIL MEETING HELD EARLIER TODAY

18. RISE WITH REPORT FROM IN CAMERA

19. REPORTS

a) BOUNDARY EXTENSION INITIATIVE

- i. Boundary Extension Background Report and Community Consultation Update** 83

Recommendation: THAT the Boundary Extension Background Report and Community Consultation Update be received for information.

- ii. Boundary Extension Study Report and Presentation – Dan Huang, Urban Systems** 133

Recommendation: THAT Council provide direction.

20. BYLAWS

a) First and Second Readings

- i. Village of Pemberton Zoning Bylaw No. 832, 2018** 198

Recommendation One:

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 be given First and Second Reading;

Recommendation Two:

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 be referred to the Lil'wat Nation, the Squamish-Lillooet Regional District, the Ministry of Transportation and Infrastructure and the Agricultural Land Commission for comment;

Recommendation Three:

THAT a Public Hearing for Village of Pemberton Zoning Bylaw No. 832, 2018 be scheduled for 7PM on Tuesday June 26, 2018 at Council Chambers.

21. QUESTION PERIOD

404

22. ADJOURNMENT

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, May 29, 2018 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1471.

IN ATTENDANCE: Mayor Mike Richman
Councillor Jennie Helmer
Councillor James Linklater
Councillor Karen Ross

REGRETS: Councillor Ted Craddock

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Tim Harris, Manager of Operations & Development Services
Lisa Pedrini, Planner
Melissa Sutherland, Deputy Chief Election Officer
Gwendolyn Kennedy, Legislative Assistant

Public: 3

1. CALL TO ORDER

At 9:01 a.m. Mayor Richman called the meeting to order.

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

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the Agenda be approved as circulated.

CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1469, Tuesday, May 8, 2018

Moved/Seconded

THAT the minutes of Regular Council Meeting No.1469 held Tuesday, May 8, 2018, be adopted as circulated.

CARRIED

b) Special Council Meeting No. 1470, Thursday, May 10, 2018

Moved/Seconded

THAT the minutes of Special Council Meeting No. 1470 held Thursday, May 10, 2018, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from the previous Regular Council Meeting.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

There was no business arising from the previous Committee of the Whole meeting.

7. COMMITTEE MINUTES – FOR INFORMATION

There are no minutes to be received.

8. DELEGATIONS

There are no delegations to be received.

9. REPORTS

a) Office of the Chief Administrative Officer

i. Verbal Report (Standing Item)

CAO Gilmore reported that the Village of Pemberton and the Squamish-Lillooet Regional District have reached an agreement in principle to transfer administration of recreation services to the Village of Pemberton through a Management Agreement and that a press release confirming this is expected to be released shortly.

Moved/Seconded

THAT the above report be received for information.

CARRIED

b) Corporate & Legislative Services

i. 2018 Election Cost Sharing Agreement (Village of Pemberton and Sea to Sky School District No. 48)

Moved/Seconded

THAT the 2018 Election Cost Sharing Agreement be approved.;

AND THAT Mayor Richman and CAO Gilmore be authorized to sign the agreement.

CARRIED

At 9:06 a.m. Mayor Richman declared a conflict of interest pursuant to Section 100 (2) (b) of the *Community Charter* and left Council Chambers. Acting Mayor Linklater took the chair.

c) Operations & Development Services

i. Development Variance Permit No. 121 – 7439 Frontier Street (Parking Variance)

Moved/Seconded

THAT Development Variance Permit Application No. 121 be approved;

AND THAT Development Variance Permit No. 121 not be issued until the Village receives payment for the number of spaces requested.

CARRIED

At 9:18 a.m. Mayor Richman returned to Council Chambers and took the chair.

d) Mayor's Report

Mayor Richman reported on the following:

- Presided over Pizza with the Mayor on Thursday, May 21st. The event was well-attended and friendly discussion covered the following topics:
 - Representatives of the horse community mentioned the need for more horse friendly trails.
 - Questions were raised regarding the Friendship Trail Bridge.
 - A friendly soccer match between Council members and Pemberton Youth Soccer Association members was suggested.
 - Lillooet Lake area residents discussed First Nations representation in Pemberton, particularly in the One Mile Lake area, and suggested that First Nations culture should be recognized in the Downtown Enhancement Plan.

- Concerns were raised regarding the planned relocation of the bus stop as part of the downtown enhancement plan.
- The need to provide public washrooms in the downtown area.
- Road safety issues were mentioned, leading to discussion of the Friendship Trail as this will provide a safe route for pedestrians. The lack of road shoulder in front of the museum was mentioned as a hazard to cyclists and pedestrians.
- There was some discussion about whether Tenquille Lake access is closed.

Downtown Enhancement Plan – Bus Stop Relocation discussion:

Discussion took place respecting the proposal to relocate the bus stop from Frontier Street to Aster Street as part of the downtown enhancement plan project.

Moved/Seconded

THAT the location of the bus stop, identified in the downtown enhancement plan to be relocated from Frontier Street to Aster Street, be adjusted and located to the pull-out area on the east side of Frontier Street next to the Blackbird Bakery (Train Station).

CARRIED

- Attended the pop-up Zoning Bylaw event at the Community Barn last week and had some informative discussions and took the opportunity to clarify the issue of legal non-conforming situations that may result from zoning changes.
- Attended the Boundary Extension Open House on May 15th. Addressed resident questions and concerns.
- The BMX Provincials on the weekend was well-organized and drew many riders from Pemberton and other parts of the province.
- Another successful Nimby 50 Saturday was held on May 26th.
- The Rotary Club of Pemberton and District Chamber of Commerce Golf Tournament is planned for Friday, June 1st.
- Attended the Squamish-Lillooet Regional District Regular Board Meeting and Committee of the Whole Meeting in Lillooet on May 23rd and 24th:
 - The Board supported the transfer the administration of the Recreation Service from the SLRD to the Village of Pemberton through a Management Agreement.
 - Officials from the District of Lillooet, P'egp'ig'lha Council (T'it'q'et) and the SLRD signed a Protocol Agreement for Communication and Cooperation.
 - Britannia Oceanfront Developments Corporation – Rezoning and OCP Amendment Bylaws received second reading.

- The Village is inviting artists to submit designs to be considered for the Village of Pemberton Street Banner & Hydro Box Project. The project's aim is to enhance the public space and articulate Pemberton's unique community and culture while honouring the traditional territory of the Lil'wat Nation.
- Level 2 watering restriction begin June 1st. Even numbered addresses may water on Thursdays and Sundays and odd addresses may water on Wednesdays and Saturdays. Watering hours are 4 am to 9 am and 7 pm to 10 pm.
- Category 2 open burns will be prohibited throughout the Coastal Fire Centre from May 18 to October 1st to reduce the risk of human-caused wildfires. Campfires smaller than ½ metre high by ½ metre wide and cooking stoves that use gas, propane or briquettes are permitted under this restriction.
- Property tax and utility notices have been mailed and are due on July 3, 2018.
- The Pemberton Farmer's Market opens June 1st and runs every Friday from 3 pm to 6 pm every Friday until October 26th.
- Attended the Sea to Sky Regional Hospital District Board Meeting, May 23 where discussion focussed on a review of audited financial reports.

e) Councillor Reports

i. Councillor Linklater

Councillor Linklater reported on the following:

- Attended the Pemberton & District Public Library Board Meeting where fundraising was discussed and plans made for an Octoberfest fundraiser on October 13, 2018.
- Rotary Club of Pemberton and Pemberton & District Chamber of Commerce 13th Annual Golf Tournament to benefit the Squamish Hospice will be held Friday, June 1st at the Meadows at Pemberton.
- Raise concern about the poor condition of the crosswalks along Portage Road.
- There was an impromptu soccer tournament involving Lil'wat, Pemberton and Whistler players.
- Attended the Sea to Sky Transit Meeting on May 28th. Discussion focused on funding opportunities from the Province..

ii. Councillor Ross

Councillor Ross did not report.

iii. Councillor Helmer

Councillor Helmer did not report.

iv. Councillor Craddock

Councillor Craddock was not in attendance.

10. BYLAWS

a) First, Second and Third Readings

**i. Village of Pemberton General Local Government Election Procedures
Bylaw No. 831, 2018**

Moved/Seconded

THAT Village of Pemberton General Local Government Election Procedures
Bylaw No. 831, 2018 receive first, second and third readings.

CARRIED

11. CORRESPONDENCE

a) For Action

**i. Alyssa Belter, dated May 23, 2018, expressing concerns regarding
boundary extension.**

Move/Seconded

THAT the above correspondence be referred to Staff for inclusion in the
Boundary Extension review:

AND THAT correspondence be sent advising of this direction.

CARRIED

**ii. Mark Mendonca, President, Tourism Pemberton, dated May 23, 2018,
raising concerns regarding the Downtown Enhancement Plan.**

Moved/Seconded

THAT the above correspondence be referred to Staff for consideration as
part of the downtown enhancement project;

AND THAT correspondence be sent advising of this direction and the
decision to move the bus stop location from Aster Street back to Frontier
Street.

CARRIED

b) For Information

- i. Krista Walden, Red Devils Alumni Association, dated May 3, 2018, thanking Mayor and Council for their support of the Day of the Devils fundraiser.**
- ii. Babs Stevens & Bernadette Demens, Psychology Vision, Sid Crosby, Hereditary Chief, Skidegate Gidins and Mike Demens, Business Owner, dated May 5, 2018, regarding the upcoming Reconciliation Conference to be held in Whistler from September 7th to 11th and enclosing brochures providing additional information.**
- iii. Lorraine Copas, SPARC BC, received May 14, 2018, providing information on Access Awareness Day, Saturday, June 2, 2018, and enclosing posters and flyers developed to increase public awareness.**
- iv. Dr. Mark Lysyshyn, Medical Health Officer, Vancouver Coastal Health, dated May 16, 2018, enclosing the new report from My Health My Community called Social Connections and Health.**
- v. Christina Brown, dated May 17, 2018, regarding Vancouver's new ban on single-use straws and expanded foam polystyrene containers and suggesting Pemberton implement a similar ban as part of a zero waste strategy.**
- vi. Jamee Justason, Executive Coordinator, Lower Mainland LGA, dated May 17, 2018, providing a copy of the 2018 Lower Mainland LGA Resolutions Disposition.**
- vii. The Honourable Mobina S.B. Jaffer, Q.C., Senator for British Columbia, dated May 3, 2018, providing an information package which describes various issues that Canadians may face as they cross the border into the United States after the legalization of recreational cannabis.**
- viii. The Honourable Adrian Dix, Minister of Health, dated May 14, 2018, regarding the British Columbia Farmers' Market Nutrition Coupon Program.**

Moved/Seconded

THAT the above correspondence be received for information

CARRIED

12. DECISION ON LATE BUSINESS

There was no late business for consideration.

13. LATE BUSINESS

There was no late business for consideration.

14. NOTICE OF MOTION

There was no notice of motion for consideration.

15. QUESTION PERIOD

Joel Barde, Pique Newsmagazine, asked if funds collected from local businesses in lieu of parking would be used to develop new parking spots and sought clarification respecting the change in the number of parking stalls in the downtown core as a result of the downtown enhancement project.

Mr. Barde requested clarification regarding the reason for adding 14 properties to the boundary extension proposal. He asked if Council has received any positive comments regarding the proposed boundary extension.

16. IN CAMERA

At 10:15 a.m. the Regular Council Meeting was recessed.

At 10:26a.m. the Regular Council Meeting was reconvened.

Moved/Seconded

THAT pursuant to Section 90 (1) (c) employee relations, (g) litigation, (k) negotiations, (l) municipal objectives of the *Community Charter*, the Council of the Village of Pemberton serve notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

CARRIED

At 10:26 a.m. Council moved In Camera.

At 12:10p.m. the Council Rose with report.

17. RISE WITH REPORT

2018- 2019 – BC Transit Annual Operating Agreement

Mayor Richman advised that at the In Camera Meeting Council authorized the execution of the BC Transit Annual Operating Agreement between the Village and BC Transit.

18. AJOURNMENT

Moved/Seconded

THAT the Regular Council meeting be adjourned at 12:10 p.m.

CARRIED

19. RECONVENE

At 1:18 p.m. the Regular Council Meeting was reconvened.

June 12th Regular Council Meeting - Schedule:

Discussion took place with respect to adjusting the Council meeting schedule for June 12th to accommodate the presentation of the Boundary Extension Report and the Zoning Bylaw. It was suggested that the Regular meeting be opened earlier in the day to allow for other business to be completed with the Boundary Extension Report and Zoning Bylaw presented at the regularly scheduled time of 5:30 p.m. Discussion also took place regarding the possibility of moving the 5:30 p.m. meeting to another location to allow for more room for attendees.

Moved/Seconded

THAT Staff consider alternate times for the Regular Council Meeting and Committee of the Whole Meeting to be held June 12, 2018 and adjust the agenda as required and advertise as appropriate any changes to the schedule.

CARRIED

Moved/Seconded

THAT the Regular Council meeting be adjourned at 1:19 p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Memorandum of Understanding

Administration of a new Regional Transit System in the Sea-to-Sky Corridor.

Introduction

Regional and interregional transit were identified as key transit priorities through the BC Transit Sea-to-Sky Transit Future Plan completed in December 2015. Increased options for transit travel in the Sea-to-Sky Corridor are also seen as a cost-effective method to improve safety and increase capacity on Highway 99. BC Transit's Sea-to-Sky Corridor Regional Transit Study was completed and released in October 2017, and since that study, the communities in the Sea-to-Sky Corridor from Pemberton/Mt. Currie through Squamish, have been working with BC Transit and the Ministry of Transportation and Infrastructure to explore the feasibility of a regional transit system spanning from Pemberton/Mt. Currie all the way to Metro Vancouver.

The Sea-to-Sky Corridor Regional Transit Study indicates there is desire and market demand for more transit options along the Sea-to-Sky Corridor for employees starting their commutes in Mt. Currie, Pemberton, Whistler, Black Tusk/Pinecrest, Squamish, Britannia Beach, Furry Creek and Lions Bay and travelling to work sites primarily in Whistler, Squamish and Metro Vancouver. Survey results indicate that people will also use regional transit for shopping, medical, and recreational trips to Metro Vancouver, Squamish, Whistler, and Pemberton/Mt. Currie.

Regional Transit Principles

The signatories of this MOU agree in principle that the administration and funding strategy model for regional transit in the Sea-to-Sky corridor should:

1. Maximize the sustainability of the service
 - a. The funding strategy must be reliable, meaning that the amount of funding available in the first year can reasonably be expected to be continuously provided into the future.
 - b. The administration model must demonstrate local commitment to regional based decision making, as guided by an endorsed regional/interregional transit service plan.
 - c. Each municipality, electoral area, and First Nation that benefits from this service will participate in the administration of the service.
2. Reflect the fair distribution of costs among all benefitting parties
 - a. Each participating municipality, electoral area, and First Nation in which the regional/interregional transit service passes through will contribute to the costs of the service.
3. Support the ability to provide a positive and simple customer experience
 - a. Local transit services need to include, to the best of their ability, seamless connections with regional/interregional transit service.
 - b. The funding strategy needs a cost and revenue sharing arrangement that does not add unnecessary complexity for the transit riders.
4. Provide a viable alternative to travelling by car and contribute to quality of life in the Sea-to-Sky corridor

- a. Improve access to services
- b. Improve affordability
- c. Connect people to family and friends
- d. Support employment and economic development.

Level of Service

The proposed level of service for this regional transit system has been based on the three-year service level recommendations in the Sea-to-Sky Corridor Regional Transit Study (Appendix A - page 24):

- Year 1 (2019/2020) eight vehicles – 15,100 annual service hours
- Year 2 (2020/2021) two additional vehicles – 5,000 additional service hours
- Year 3 (2021/2022) two additional vehicles – 5,000 additional service hours.

It is suggested that the regional transit service start with:

- Six round-trips per day on the Mt. Currie/Pemberton to Whistler route (two more trips than current operations)
- Six round-trips per weekday and four round-trips per weekend day are initially proposed between Whistler, Squamish and Metro Vancouver.

The schedules for these round-trips will need to prioritize employees from Squamish and Pemberton/Mt. Currie going to work in Vancouver and Whistler. It should be noted that as detailed plans are made to implement regional transit, different levels of service or a different distribution of that service may be developed as the regional needs become better understood.

It is anticipated for this program to be successful in reducing traffic congestion additional trip frequency will need to be offered in the five-to-ten year timeframe.

Administration

A key point of any proposed administration model is to keep the regional transit system separate from the existing local transit systems. Keeping the administration and funding of the local and regional systems separate will help to ensure the success of the regional system, and minimize conflicts between regional and municipal priorities.

The regional transit system would include separate branding and different buses that are appropriate for year-round highway travel in the Sea-to-Sky region, but the ability for transit users to transfer from the regional system to one of the local systems must be optimized for rider convenience. Agreements for revenue sharing between the systems must be established prior to the new system being implemented. The funding partners for this regional transit service will need to work closely with the Ministry of Transportation and Infrastructure to ensure the infrastructure required to make this program successful is constructed on Highway 99 (bus stops in appropriate locations and queue-jumper lanes where required).

The Parties to this MOU support a Regional Transit Commission model for the Sea-to-Sky Regional Transit System with the following requirements:

1. First Nations will be included in the administration of the Regional Transit System.
2. Funding allocation will be determined through a collaborative approach between members and the Provincial Government.
3. A Regional Transit Management Committee will be made up of senior staff from local government, First Nations, and BC Transit to act as a liaison between the Commission and BC Transit Operations.
4. To facilitate the implementation of regional priorities, at least one member of the BC Transit operational staff for the regional transit system will be based in the Sea-to-Sky Corridor.
5. After the first five-years of operation, the Regional Transit System will be reviewed by the Regional Transit Management Committee to assess the effectiveness of the system.

Request

The undersigned request support for a new Sea-to-Sky Regional Transit System including the administration structure described in this MOU.

Success of the regional transit system is contingent on reaching a service funding model between the parties to this agreement and the Province of British Columbia. Regional staff have been collaborating with Provincial and BC Transit staff on the exploration of workable funding models. Based on this administration model and informed by the funding analysis we, the undersigned, would like to accelerate further engagement with senior representatives of the Provincial Government to confirm a funding structure that will be acceptable for all parties.

 Chief or Councillor, Lil'wat Nation

 Mayor, District of Squamish

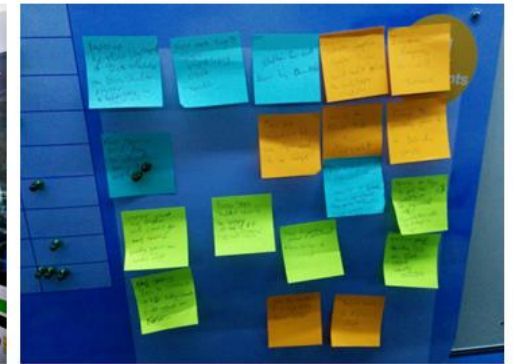
 Mayor, Village of Pemberton

 Chief or Councillor, Squamish Nation

 Mayor, Resort Municipality of Whistler

 Chair, Squamish-Lillooet Regional District

Sea to Sky Corridor Regional Transit Study



FINAL DRAFT

October 2017

BC Transit would like to acknowledge the contributions of the many individuals and organizations that supported the development of this study. Thank you to the staff at the District of Squamish, the Resort Municipality of Whistler, the Village of Pemberton, Lil'wat Nation, Squamish Nation and the Squamish-Lillooet Regional District for their continued participation in developing this plan. In addition, thank you to TransLink and the local partners in Metro Vancouver for participating in the process along the way. Finally, thank you to everyone who participated in the many engagement opportunities throughout the process.

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EXECUTIVE SUMMARY

Regional and interregional transit were identified as key priorities through the Sea to Sky Transit Future Plan Process. As a result, the Sea to Sky Corridor Regional Transit Study was initiated to explore the feasibility of regional and interregional transit service along the Sea to Sky Corridor.

This study was undertaken in collaboration with the Squamish-Lillooet Regional District (SLRD), the District of Squamish, the Resort Municipality of Whistler (RMOW), the Village of Pemberton, the Lil'wat Nation, the Squamish Nation, the Ministry of Transportation and Infrastructure (MOTI), TransLink, and BC Transit, and was led by a Project Working Group which included members from each of these partners. The following bullet points summarize the content within this report:

- A comprehensive, two-phase public engagement process and a market demand analysis were included in the study to develop both the business case and the proposed service details for a regional and interregional transit service along the Sea to Sky Corridor.
- The market demand analysis produced a daily ridership estimate of 575 along the corridor, which indicates a substantial latent demand for regional and interregional transit along the Sea to Sky Corridor between the Pemberton area, Whistler, Squamish, and Metro Vancouver.
- Based on the market demand analysis and public engagement, proposed transit service details were developed including routing, bus stop locations, and infrastructure requirements. For an initial implementation, the short-term service proposal requires eight buses and 15,100 annual service hours, for a total cost of \$3,310,000 with a local cost of \$1,900,000 shared between all participating local partners. This initial implementation would provide approximately six round trips on weekdays and four round trips on weekend days along the segment between Whistler, Squamish, and Metro Vancouver, and an additional two daily round trips on the currently operating segment between the Pemberton area and Whistler.

Short-Term Service Proposal - Sea to Sky Regional and Interregional Transit Service Expansion (2019/20)

Segment	Service Hours	Vehicle Requirement	Total Costs*	Total Local Share of Costs†	Provincial Share of Operating Costs*
Whistler, Squamish, and Metro Vancouver	14,000	7	\$3,060,000	\$1,750,000	\$1,310,000
Pemberton - Whistler	1,100	1	\$250,000	\$150,000	\$100,000
Total	15,100	8	\$3,310,000	\$1,900,000	\$1,410,000

*These costs do not include the Provincial contribution to Lease fees or required infrastructure improvements, assume the traditional conventional cost sharing ratio, and may change according to the operations facility location.

†Does not include projected revenue (which would offset the local share of costs).

- Although service expansion is also recommended for 2020/21 and 2021/22 to account for ridership growth, a post-implementation review should be conducted within one year after the initial service implementation to assess performance and further refine ongoing service expansion.

The following steps are required before implementing a regional and interregional transit service along the Sea to Sky Corridor:

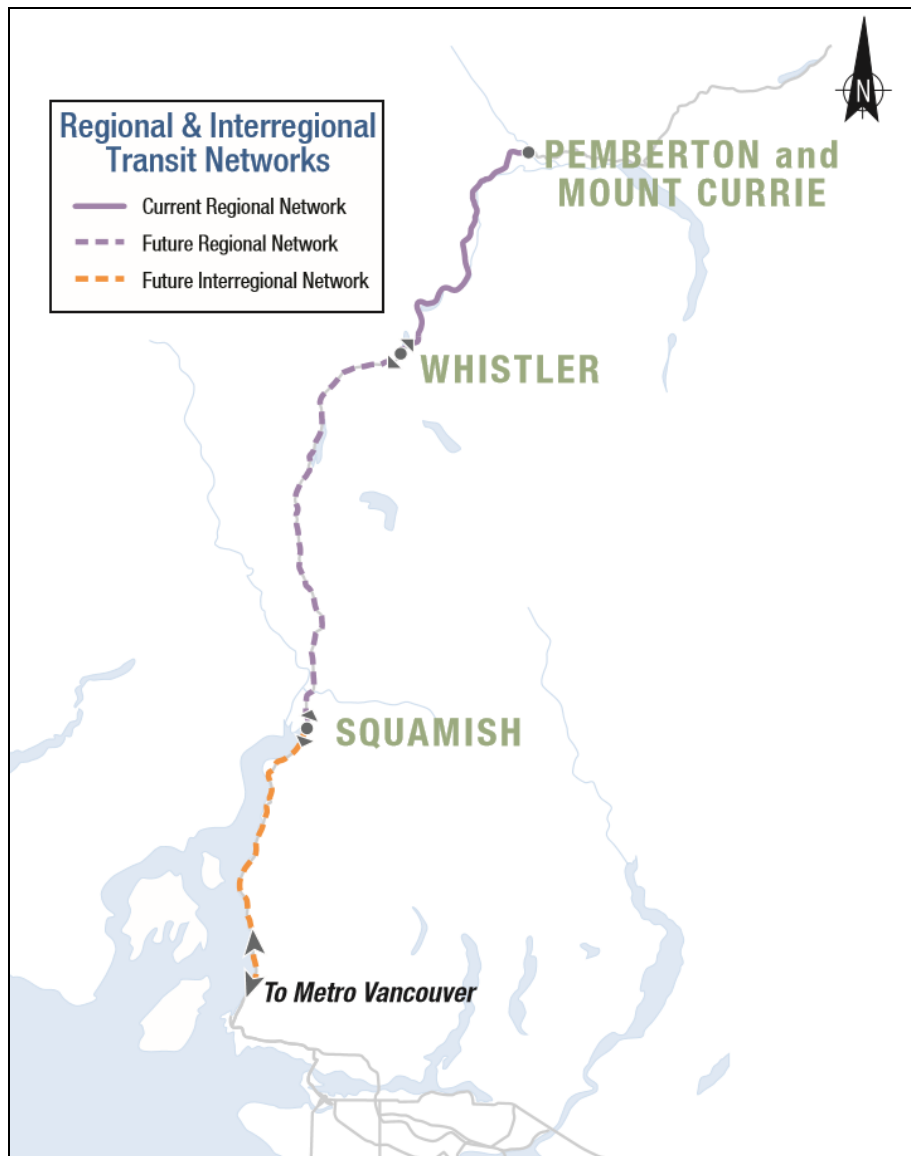
- The participating local partners must select a governance model for making decisions on service levels, fares, and cost-sharing.
 - BC Transit recommends the formation of a higher-level working group involving the senior leadership of the participating local communities and BC Transit to guide this decision-making process.
- The locally selected governance structure must confirm the service levels, fares, and cost-sharing for the service.
- Funding for the service must be confirmed by both the local partners and the Province.

BACKGROUND

In 2015, BC Transit completed the [Sea to Sky Transit Future Plan](#). This long-term transit plan summarized the region’s transit ridership goals and envisioned the steps required to achieve them. This included identifying what the communities’ transit networks should look like 25 years from now and described what priorities, infrastructure and investment are needed to get there. As part of this work, the introduction of new or expanded regional and interregional transit services was identified as a top priority for all participating Sea to Sky communities.

Figure 1 below shows the Sea to Sky Transit Future Network map for regional and interregional transit service along the Sea to Sky Corridor. This network was developed through an extensive engagement process.

Figure 1 - Sea to Sky Corridor Regional Transit Service Segments



As part of the Sea to Sky Transit Future Plan, there were two key regional and interregional recommendations identified for completion in the immediate future to assist in the decision-making process:

1. Undertake a Sea to Sky Corridor Regional Transit Study

This comprehensive study would include the entire corridor (Metro Vancouver to the Pemberton Valley), and would consider the expansion of regional and interregional transit service in detail.

2. Explore the Development of a Sea to Sky Regional Transit Governance Structure

This study would also explore options for a more integrated regional governance structure for transit along the Sea to Sky Corridor. The study would look at the benefits and challenges with the goal of streamlining the implementation of regional and interregional transit, and enabling more comprehensive system management and performance monitoring.

Introduction

In the summer of 2016, the Sea to Sky Corridor Regional Transit Study process was initiated to explore the feasibility of expanding regional and interregional transit service along the corridor. The Study was undertaken in collaboration with the Squamish-Lillooet Regional District (SLRD), the District of Squamish, the Resort Municipality of Whistler (RMOW), the Village of Pemberton, the Líl'wat Nation, and the Squamish Nation, Ministry of Transportation and Infrastructure (MOTI), TransLink (and other communities in Metro Vancouver), and BC Transit, and was led by a Project Working Group which included members from each of these partners.

A comprehensive, two-phase public engagement process and a market demand analysis were conducted as part of the study to develop both the business case and the proposed service details for this regional and interregional transit service.

The overall objectives of this document are as follows:

- Gain a better understanding of transit ridership potential between key origins and destinations including, but not limited to: Pemberton, Líl'wat Nation, Whistler, Squamish, Squamish Nation, SLRD communities (including Black Tusk, Pinecrest, and Britannia Beach), and other regions within Metro Vancouver.
- Develop proposed service options (routings, bus stops, and frequencies), including identifying associated hours and costs along with recommendations for priorities and phasing.
- Develop and explore possible governance structure changes for regional and interregional transit service along the Sea to Sky Corridor to assist in facilitating the discussions between the local partners.
- Review fare options and provide fare strategies which could be considered for any new or expanded service.
- Prepare an implementation action plan for the Sea to Sky partners, to summarize the above tasks for service improvements and recommend a course of action.

This study provides information on the objectives outlined above. This study is intended to assist in the decision-making process for the local partners regarding any future implementation and the necessary

governance and funding discussions that will need to take place. If or when the funding and governance has been confirmed, then a detailed implementation plan would be developed that would include additional engagement throughout the region.

Transportation in the Sea to Sky Region

This section provides a brief overview of the transportation options currently available within the Sea to Sky Region. For additional details, refer to the Sea to Sky Transit Future Plan (pg. 39).

Public Transit

Squamish, Whistler, the Pemberton Valley, and other areas within the SLRD are distinct communities with unique travel needs. Each of these communities is served by its own unique transit system with tailored services. More information about these transit systems can be found in the Sea to Sky Transit Future Plan in the 'Transit Today' section. Transit ridership across the Sea to Sky communities is among the highest in the province, with significant demand for transit service around Squamish, Whistler and the Pemberton Valley.

A small portion of the Sea to Sky Corridor is currently served by publically funded BC Transit or TransLink services. The Pemberton Valley is connected to Whistler via BC Transit's 99 Pemberton Commuter, and Lions Bay is connected to Horseshoe Bay via TransLink's Route 259 and C12.

Regional service in the Pemberton Valley began in 2000 with the Pemberton Valley Transit System's Route 99 Pemberton Commuter, which still links the Pemberton Valley and Whistler with four round trips per day. The Squamish-Whistler Commuter (Route 98) was implemented as a winter-only pilot project linking Squamish to Whistler. The service started in January 2005 and ran for five years.

Initially, the Squamish-Whistler Commuter pilot project was cost-shared between the District of Squamish and RMOW until 2007/08. The local cost-share split between Whistler and Squamish was 50/50. In April 2008 this service expanded to include year-round service when provincial government funding became available. At that time, the RMOW committed to continue funding the pilot project for three years to the end of 2010. Figure 2 shows the historical schedule for the service.

A fare increase was implemented in 2010 to help offset rising operational costs, which impacted ridership, along with speculation about the stability of the service and future funding for it. The District of Squamish funded the local share of the service for six months beyond the RMOW's involvement, but ultimately the service ceased in 2011.

Figure 2 – Historical 98 Squamish Commuter Schedule

98 Squamish Commuter To Whistler			
Daily			
(A)	(J)	(K)	(A)
Squamish: Chieftain Centre	Valleycliffe: Vista at Northridge	Valleycliffe: Spruce at Westway	Squamish: Chieftain Centre
—	6:04	6:06	6:14
—	—	—	6:25 ^a
—	6:24	6:26	6:34
—	—	—	9:10 ^a
—	—	—	11:25 ^a
1:05	1:14	1:16	1:24
—	—	—	1:40 ^a
—	—	—	4:10 ^a
—	—	—	6:10 ^a
—	—	—	8:10 ^a
9:10	9:19	9:21	9:29

(F)	(G)	(W)	(V)
Squamish: Highlands Mall	Squamish North: Greyhound Depot	Whistler Creek	Whistler: Gondola Transit Exchange
6:30	—	7:15	7:22
—	6:50 ^a	7:25 ^a	7:45 ^a
6:50	—	7:35	7:42
—	7:30 ^a	8:15 ^a	8:30 ^a
—	9:40 ^a	10:20 ^a	10:30 ^a
—	11:55 ^a	12:35 ^a	12:45 ^a
1:40	—	2:25	2:32
—	2:10 ^a	2:50 ^a	3:00 ^a
—	4:40 ^a	5:20 ^a	5:30 ^a
—	6:40 ^a	7:16 ^a	7:30 ^a
—	8:40 ^a	9:20 ^a	9:30 ^a
—	—	10:30	10:37

^a via Greyhound. Trips arrive/depart Whistler Village at Visitor Centre bus loop on Village Gate Boulevard.

98 Squamish Commuter To Squamish			
Daily			
(V)	(W)	(F)	(G)
Whistler: Gondola Transit Exchange	Whistler Creek	Squamish: Highlands Mall	Squamish North: Greyhound Depot
6:15 ^a	6:20 ^a	—	7:05 ^a
7:45	7:52	8:42	—
8:15 ^a	8:20 ^a	—	9:10 ^a
10:30 ^a	10:35 ^a	—	11:35 ^a
1:30 ^a	1:35 ^a	—	2:35 ^a
4:30 ^a	4:35 ^a	—	5:30 ^a
4:45	4:52	5:42	—
5:00 ^a	5:05 ^a	—	6:00 ^a
5:10	5:17	6:07	—
6:30 ^a	6:35 ^a	—	7:35 ^a
9:00 ^a	9:05 ^a	—	9:50 ^a
12:30	12:37	1:27	—

(A)	(J)	(K)	(A)
Squamish: Chieftain Centre	Valleycliffe: Vista at Northridge	Valleycliffe: Spruce at Westway	Squamish: Chieftain Centre
8:54	9:03	9:05	9:13
9:20 ^a	—	—	—
11:45 ^a	—	—	—
2:45 ^a	—	—	—
5:40 ^a	—	—	—
5:54	6:03	6:05	6:13
6:10 ^a	—	—	—
6:19	6:29	6:30	6:38
7:45 ^a	—	—	—
10:00 ^a	—	—	—
1:39	1:48	1:50	1:58

^a via Greyhound. Trips arrive/depart Whistler Village at Visitor Centre bus loop on Village Gate Boulevard.
Brackendale Detour: Upon request southbound trips to Squamish will detour into Brackendale.

ATTENTION: For up-to-date information on Greyhound schedules and fares, visit www.greyhound.ca or call Greyhound at 604-898-3914 Squamish, or 604-932-5031 Whistler.

In addition to the transit service, transportation along the Sea to Sky Corridor today is comprised of a variety of services. While the area is most commonly accessed by personal vehicle, an overview of transportation options is further provided below.

School Busing

Public School District 48 (SD48) provides school bus transportation to nearly 1,000 elementary and secondary school students per day between September and June each year. The School District serves several schools throughout the Sea to Sky Corridor with its fleet of about 30 buses, which are stored and maintained at SD48’s own sites in Squamish, Whistler, and Pemberton.

Personal Automobile Travel

Travel along the Sea to Sky Corridor is heavily auto-oriented given the area’s tourism demand, climate, topography and transient population. According to the 2011 Census, nearly 87% of Squamish residents and 67% of Whistler residents drive to work. Pemberton 2010 community census shows that 46% of its residents use a car to access employment. In 2015, the BC Ministry of Transportation and Infrastructure (MOTI) reported nearly 6 million trips were made on the Sea to Sky Highway (Highway 99).

Ferry Travel

BC Ferry’s Horseshoe Bay Terminal is located 45 km from Squamish and 20 km from Vancouver. This terminal links Vancouver Island, the Sunshine Coast, and Bowen Island to Sea to Sky communities and to Metro Vancouver. The terminal docks multiple daily ferries year round. TransLink provides public transit from the terminal to as far as Lions Bay, and Greyhound Canada services Horseshoe Bay once per day.

Highway Coach and Shuttle Service

Private operators provide highway coach and shuttle bus service to, from, and between Sea to Sky communities, which is overseen and regulated by the Passenger Transportation Board (PTB).

In 2017, private operators provided multiple round trips each day between Vancouver and Whistler, with at least one round trip to West Vancouver, Lions Bay, Britannia Beach, Squamish, Black Tusk, Pinecrest, Pemberton, and Mount Currie.

Car and Ride Sharing

The Zipcar car sharing service is currently available in parts of the Sea to Sky region. In addition, there are several online ridesharing platforms available in the area.

Air Travel

Scheduled air access to the Sea to Sky region is limited to floatplane service to Whistler in the summer months, though unscheduled or chartered flights are also available to the airports in Squamish and Pemberton. The Whistler floatplane terminal is located less than 1 km from a Whistler Transit System bus stop along the Sea to Sky Highway, and pedestrian and cyclist access is safely accommodated between the floatplane terminal and the bus stop.

Rail

Rocky Mountaineer's Whistler Sea to Sky Climb provides rail services in the Sea to Sky region. Rocky Mountaineer's trip departs from North Vancouver Station and travels on the railroad along the Sea to Sky Highway (Highway 99) and stops at Whistler. This rail service is mainly targeted to tourism travel purposes.

Reference: <https://www.rockymountaineer.com/plan-your-trip/train-schedule-station-locations>

Active Transportation

The Sea to Sky region is home to a robust cycling community, with many people cycling recreationally as well as for transportation between and within communities. While the Sea to Sky Highway includes a narrow shoulder bike lane in some segments, off-highway facilities are also in place, such as the Whistler's Valley Trail, Pemberton's Friendship Trail, Squamish's Corridor Trail, and the Sea to Sky Trail. The Sea to Sky Trail is a 180 km multi-use trail that is still under construction, but will ultimately connect the Sea to Sky Corridor from Squamish to D'Arcy. To the south, the Marine Trail connects Horseshoe Bay and Squamish.

Walking within Sea to Sky communities is generally accommodated by sidewalks and trails, though these infrastructure networks are still growing. East-west pedestrian access across the Sea to Sky Highway is accommodated by several crossings in Squamish and Whistler, and one crossing in the Village of Pemberton at the intersection of the Sea to Sky Highway and Portage Road.

PUBLIC ENGAGEMENT SUMMARY

Engagement Overview

Building upon the findings from the Sea to Sky Transit Future Plan public engagement, the Sea to Sky Corridor Regional Transit Study involved a comprehensive, two-phase public engagement process. In total, 3,730 people participated. The engagement phases were heavily promoted using radio, newspaper and bus ads, a project website (<https://bctransit.com/seatosky>), and social media. Below is a summary of each of the phases.

Phase 1

The first phase of engagement took place from October 24th to November 15th 2016, and sought to gather information on current travel patterns and needs along the Sea to Sky Corridor to identify preliminary transit service details. The first phase of engagement primarily used an online survey to gather information from the public. The results of this survey are included in the [Phase 1 Public Engagement Report](#).

Phase 2

The second phase of engagement took place from February 24th to March 12th 2017, and sought feedback on the preliminary transit service details developed from the first phase of engagement including proposed bus stop locations, travel times, fares, and transit funding sustainability. The second phase of engagement was anchored primarily by an online survey and six open house events hosted throughout the Sea to Sky Corridor. The results of this engagement can be found in the [Phase 2 Public Engagement Report](#).

Figure 3 - Open House Pictures from Squamish (Left) and Britannia Beach (Right)



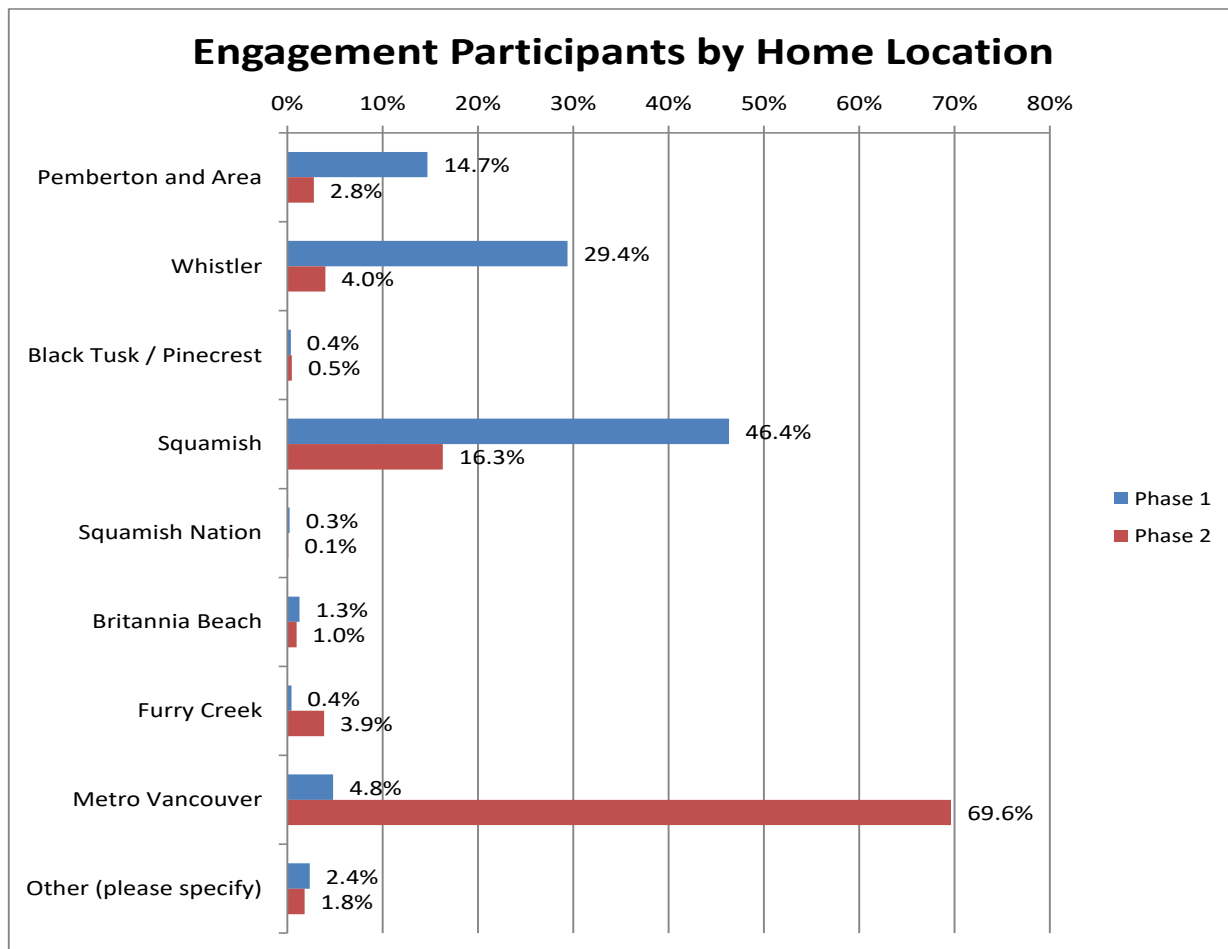
Key Results

There were over 3,700 public engagement participants for this project, with substantial involvement in each phase (Table 1). The response rates between communities along the Sea to Sky Corridor were reasonably representative of the populations for both engagement phases (Figure 4); however, Metro Vancouver received a substantially higher response rate in the second phase of engagement, which is likely due to the increased media attention the second phase of engagement received in Metro Vancouver in comparison to the first phase.

Table 1 – Engagement Participation Summary

Phase	Survey	Open House	Total
Phase 1 (Oct. – Nov. 2016)	2,718	N/A	2,718
Phase 2 (Feb. – Mar. 2017)	827	187	1,014
Total	3,545	187	3,732

Figure 4 – Engagement Participants by Home Location (Phase 1 and Phase 2)



MARKET DEMAND SUMMARY

Overview

One of the primary goals of the Sea to Sky Corridor Regional Transit Study was to explore if a sustainable business case exists for regional and interregional transit along the corridor. To answer this question, SNC-Lavalin assisted BC Transit in preparing a market demand analysis. This analysis was used to estimate potential transit ridership along the Sea to Sky Corridor within a defined study area extending from Metro Vancouver to Pemberton and Mount Currie.

As anticipated based on the amount of interest during the public engagement process, it appears there may be substantial latent demand for regional and interregional transit service along the Sea to Sky Corridor. The market demand analysis found a conservative daily ridership estimate of 575 each weekday on the segments between Pemberton and Vancouver (Table 2).

Table 2 – Daily Weekday Transit Ridership Estimate by Corridor Segment

Corridor Segment	Daily Weekday Ridership Forecast
Pemberton – Whistler	100
Whistler – Squamish	175
Squamish – Metro Van	300
Total	575

Market Demand Analysis Approach

This market demand analysis focuses primarily on the individual corridor segments in order to develop a conservative ridership estimate, so it may be that interregional ridership between these identified segments (E.g. Whistler to Vancouver) may further increase ridership beyond the segment-level estimate. It is also worth noting that most of the data presented in this section is from the Statistics Canada 2011 National Household Survey’s Travel Behaviour Section, as the 2016 data was not yet available when the market demand analysis was conducted. Given the increase in population in the region since 2011, it is expected that the 2016 data will further increase the market demand.

Due to differences in available travel information along the corridor, different methodologies were used to estimate ridership for each segment along the Sea to Sky Corridor (Figure 1). For example, transit service and ridership information is currently available for the corridor segment between Pemberton and Whistler, previously existed for the corridor segment between Whistler and Squamish from 2005 to 2011, and has never existed for the corridor segment between Squamish and Metro Vancouver. Consequently, different methodologies were used to calculate and/or estimate ridership along each segment of the Sea to Sky Corridor (Table 3).

Table 3 – Transit Ridership Estimation Methodology by Corridor Segment

Corridor Segment	Transit Service	Methodology
Pemberton – Whistler	Currently Operating	Direct count of transit ridership
Whistler – Squamish	Previously Operated	Extrapolation of historical transit ridership
Squamish – Metro Vancouver	Never Operated	Estimation of ridership using census population, commuter flow, distance contours of similar areas and mode share data

Squamish - Metro Vancouver

The transit ridership estimate between Squamish and Metro Vancouver was developed using census population, commuter flow, and mode share data. The forecasted demand is also based on similar distance contours in Metro Vancouver for commuters that regularly travel to Downtown Vancouver. Ridership estimates were provided at low, medium, high, and very high levels to account for potential differences in service levels, travel time, and fare price, and their potential impact on mode shares along the corridor (Table 4). It is anticipated that ridership will likely fall within the medium ridership estimate range, which equates to a transit commuter mode share of 15%¹. It is important to note that this estimate was for work related commuting purposes only and does not include ridership for other trip purposes such as shopping, medical, recreational, or tourism-related activities.

Table 4 – Estimated Ridership for Squamish to Metro Vancouver Segment

	Low	Medium	High	Very High
Mode Share	7%	15%	35%	60%
Estimated Daily Commuters	69	148	346	592
Estimated Daily Ridership	138	296	691	1184

¹ Same transit modal share as the Squamish to Whistler commuters in the 2011 Census (when the 98 Squamish Commuter was in operation)

Whistler - Squamish

Ridership on the segment between Squamish and Whistler was estimated using historical ridership for the 98 Squamish Commuter service that operated between Whistler and Squamish from 2005 to 2011. Average daily ridership on this service varied between 125 and 200 depending on the year. In order to estimate current market demand, these historical ridership numbers were compared alongside changing population and employment statistics, and modified according to changes in peak vehicle flow since 2011 along Hwy 99 between Whistler and Squamish. Given the substantial decrease in employment in the 2008 recession and the subsequent, gradual return of economic development in Whistler since then, it is anticipated that average daily ridership levels now would likely be similar to the historical ridership on the 98 Squamish Commuter in 2005 before the 2008 economic recession (Table 5).

Table 5 – Historical Average Daily Ridership for 98 Squamish Commuter

	Low	Medium	High	Very High
Year	2008	2010	2005² (Annual)	2005 (Winter)
Average Daily Ridership (98 Squamish Commuter)	125	150	175	200

Pemberton - Whistler

The ridership estimate on this segment uses the 2016/17 average daily ridership on the 99 Pemberton Commuter (Table 6).

Table 6 – Historical Average Daily Ridership for 99 Pemberton Commuter

	2013/14	2014/15	2015/16	2016/17
Average Daily Ridership (99 Pemberton Commuter)	80	87	95	104

² The service in 2005 only operated in the winter, and winter ridership is historically 10%-20% higher than non-winter; consequently, the 2005 annual daily ridership average presented is the winter average modified by the 'total year to winter' ridership ratio to approximate average daily ridership for the whole year.

PROPOSED SERVICE DESIGN

This section describes the proposed service design for the Sea to Sky regional and interregional transit service including routing, bus stop locations, and infrastructure. These proposals were developed through the extensive public engagement, detailed analysis of market demand, and ongoing feedback from the project working group.

This report separates specific service recommendations into short and long-term timelines, which provides the opportunity to establish a baseline level of service along the corridor and to build upon its success as ridership and funding availability grows over time. These proposed service options are not final, and are intended to continue to facilitate discussion on future transit expansion in the area. If or when funding and governance has been confirmed for any new or expanded service, then a detailed implementation plan would be developed that would include additional analysis and public engagement throughout the region.

Short-Term Service Proposals

This section provides a short-term transit service proposal capable of providing a baseline level of service along the corridor, which can be built upon in the future as ridership grows and additional funding becomes available. The segment between Whistler, Squamish, and Metro Vancouver is considered separately from the segment between Pemberton and Whistler since the Pemberton to Whistler segment currently operates with the 99 Pemberton Commuter.

In summary, the short-term service proposal would provide approximately six round trips on weekdays and four round trips on weekend days along the segment between Whistler, Squamish, and Metro Vancouver, and an additional two daily round trips on the currently operating segment between Pemberton and Whistler. This short-term service proposal would require a total of eight buses and 15,100 annual service hours, for a total cost of \$3,310,000 with a local cost of \$1,900,000 shared between all participating local partners (Table 7). Additional service details by route segment have been included in the following sections.

Table 7 - Short-Term Service Costing Summary (2019/20)

Segment	Service Hours	Vehicle Requirement	Total Costs*	Total Local Share of Costs†	Provincial Share of Operating Costs*
Whistler, Squamish, and Metro Vancouver	14,000	7	\$3,060,000	\$1,750,000	\$1,310,000
Pemberton - Whistler	1,100	1	\$250,000	\$150,000	\$100,000
Total	15,100	8	\$3,310,000	\$1,900,000	\$1,410,000

*These costs do not include the Provincial contribution to Lease fees or required infrastructure improvements, assume the traditional conventional cost sharing ratio, and may change according to the operations facility location.

†Does not include projected revenue (which would offset the local share of costs).

Service between Whistler, Squamish and Metro Vancouver

This section describes the proposed service details for the Sea to Sky Corridor regional and interregional transit service between Whistler, Squamish, and Vancouver.

Structure

This service would provide regional and interregional service to Sea to Sky residents for a multitude of trip purposes including work, shopping, medical, and recreation. Based on the market demand study and public consultation, the primary markets for this service would likely include the following:

- Squamish and Whistler commuters travelling between Squamish and Whistler;
- Squamish and Squamish-Lillooet Regional District (SLRD) commuters travelling between Squamish and Metro Vancouver; and
- Whistler, Squamish, and SLRD residents travelling for regional and interregional shopping, recreation, and medical services.

This service may also be used by visitors to the region, but based on the proposed service design, that is not the primary market this service is designed for. Additionally, there are several other existing private transportation options along the corridor designed specifically for visitors. Although the proposed service has been designed to connect directly into downtown Vancouver, an exact terminus location has not yet been finalized. This would be analyzed collaboratively with TransLink and the partners in Metro Vancouver as part of the detailed implementation plan.

Although some trips on the Squamish to Metro Vancouver and Squamish to Whistler segments may be operated separately to best serve local community needs, integration is a key goal to allow for seamless regional and interregional connections.

Routing and Bus Stop Locations

The routing and bus stop locations considered through this study for the service between Whistler, Squamish, and Vancouver are identified in Figure 5, but the final bus stop locations for this service will be determined during the implementation plan process after funding for the service is approved. Further information on the proposed bus stop locations (including the difficulty of implementation) is included in Appendix A.

Given that substantial public feedback identified travel time as a key consideration for regional and interregional trips around commuter trip times, this service is proposed to operate standard and express trips depending on time of day and day of week (Table 8). Given the existing circuitous routing to access the Horseshoe Bay ferry terminal and the varying demand requirements, it is proposed that the express trips skip Horseshoe Bay. The bus stops served by both the standard and express trips will be reviewed and finalized through the implementation plan process, and it is possible that the express trips could bypass more stops to improve travel times further for commuters.

Figure 5 – Proposed Routing and Preliminary Bus Stop Locations

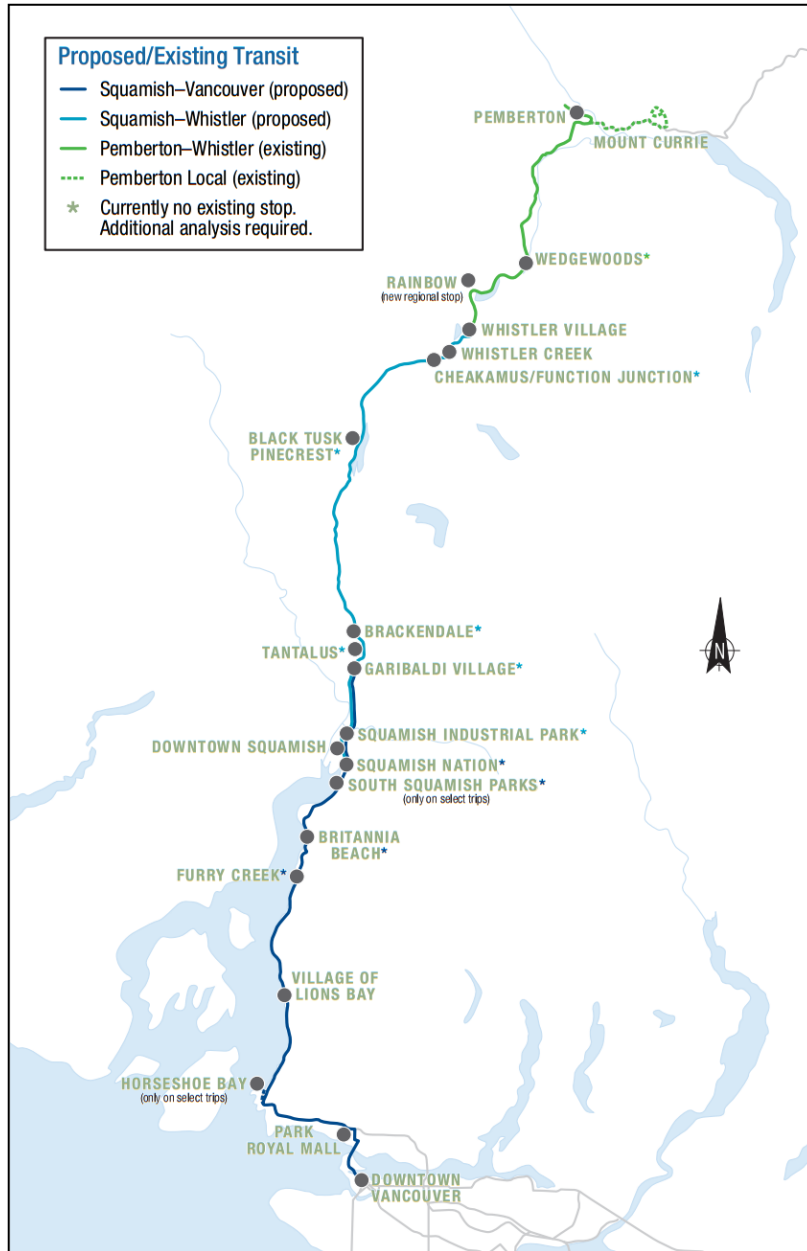


Table 8 – Service Type and Operation Details

	Service Times	Areas Served
Standard	Midday weekday trips and weekend trips	All stops
Express	Weekday AM and PM peak trips	Bypasses Horseshoe Bay ³

³ Potential to bypass more proposed bus stops to further reduce travel time on the express service

Schedule and Frequency

Based on the target market for this service identified through the market demand analysis and extensive public engagement, the proposed service frequency varies between weekdays and weekend days. Although some trips on the Squamish to Metro Vancouver and Squamish to Whistler segments may be operated separately to best serve local community needs, integration is a key goal to allow for seamless regional and interregional connections.

Weekday Service Frequency

The proposed weekday service includes six round trips operating between Whistler, Squamish, and Metro Vancouver. These six full round trips would likely be divided into the Squamish to Metro Vancouver and Squamish to Whistler segments and then operated as follows:

Table 9 – Weekday Service Levels by Route Segment

Weekday (Monday – Friday)		
Time Period	Squamish to Metro Vancouver Segment	Squamish to Whistler Segment
AM Peak	Two Express Round Trips	Two Standard Round Trips
Midday	Two Standard Round Trips	Two Standard Round Trips
PM Peak	Two Express Round Trips	Two Standard Round Trips

Weekend Service Frequency

The proposed weekend service includes four round trips operating between Whistler, Squamish, and Metro Vancouver. These four full round trips would likely be divided into the Squamish to Metro Vancouver and Squamish to Whistler segments and then operated as follows:

Table 10 – Weekend Service Levels by Route Segment

Weekend (Saturday – Sunday)		
Time Period	Squamish to Metro Vancouver Segment	Squamish to Whistler Segment
AM Peak	One Standard Round Trip	One Standard Round Trip
Midday	Two Standard Round Trips	Two Standard Round Trips
PM Peak	One Standard Round Trip	One Standard Round Trip

Table 11 identifies the service details for the proposed service including distance, running time, cycle time⁴, and estimated service hours for the entire corridor between Whistler and Metro Vancouver, and Table 12 separates these service details into the Squamish to Whistler and Squamish to Metro Vancouver segments.

Table 11 – Sea to Sky Regional Transit Service Details (Entire Corridor; Whistler - Metro Vancouver)

Trip Type	<u>One-Way Trip Distance (km)</u>	<u>One-Way Trip Running Time (min)</u>	<u>One-Way Trip Cycle Time (min)</u>	Estimated Service Hours per <u>Round Trip</u>
Standard	125	170	195	6.52
Express	122	160	185	6.17

Table 12 – Sea to Sky Regional Transit Service Details (by Segment)

Segment	Trip Type	<u>One-Way Trip Distance (km)</u>	<u>One-Way Trip Running Time (min)</u>	<u>One-Way Trip Cycle Time (min)</u>	Estimated Service Hours per <u>Round Trip</u>
Whi – Squ	Standard	60	60	70	2.35
Squ – Van	Standard	65	110	125	4.20
Squ – Van	Express	63	100	115	3.85

⁴ Cycle time includes recovery time, which is standard transit planning practice to ensure on-time performance.

Service Requirements and Costs

To provide the short-term regional and interregional transit service identified between Whistler, Squamish, and Metro Vancouver, it will require approximately 14,000 annual service hours and seven buses, which works out to an estimated annual local cost of \$1,750,000 to be split between the local partners participating in the service (Table 13). Further information regarding service funding and governance is included in the Funding and Governance section of this report (pg. 29). Note that the projected revenue is not included in these proposed costs, and any revenue that is generated from this service would directly offset the local share of the costs.

Table 13 – Service Costing Details for Proposed Regional Service (Entire Corridor; Whistler - Metro Vancouver)

Six round-trips on weekdays and four round-trips on weekends between Whistler, Squamish, and Metro Vancouver (2019/20)

Service Hours	Vehicle Requirement	Total Costs*	Local Share of Lease Fees	Total Local Share of Costs†	Provincial Share of Operating Costs*
14,000	7	\$3,060,000	\$255,000	\$1,750,000	\$1,310,000

*These costs do not include the Provincial contribution to Lease fees or required infrastructure improvements, assume the traditional conventional cost sharing ratio, and may change according to the operations facility location.

†Does not include projected revenue (which would offset the local share of costs).

Service between Pemberton and Whistler

The regional service between the Pemberton area and Whistler currently operates as the 99 Pemberton Commuter.

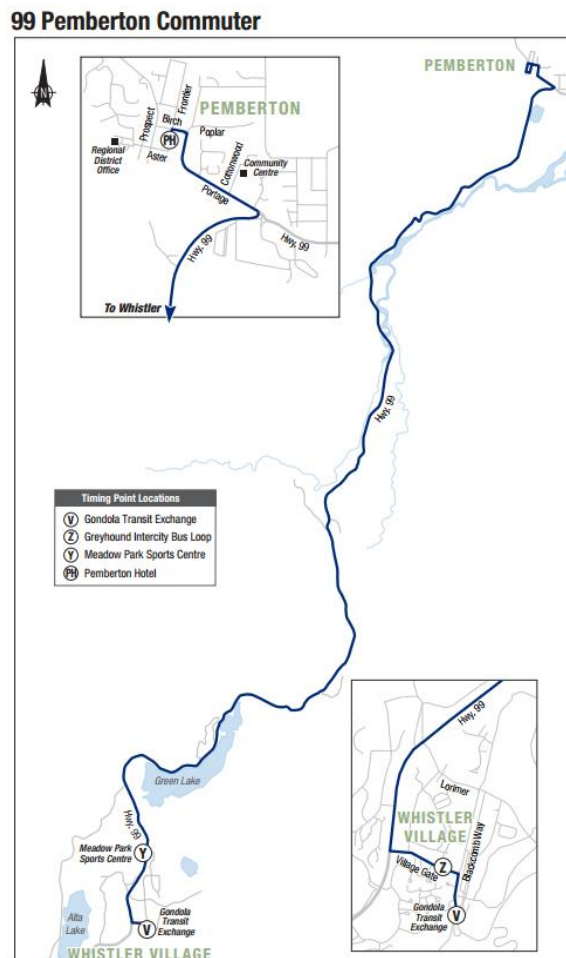
Structure

By connecting with route 100 Pemberton Local, the route 99 Pemberton Commuter currently provides regional service for Pemberton, Líl'wat, SLRD Area C, and Whistler residents travelling between Pemberton and Whistler. If the proposed regional and interregional service connecting Whistler, Squamish, and Vancouver were implemented, the route 99 Pemberton Commuter could be integrated to provide interregional service for Pemberton, Líl'wat, and SLRD Area C residents to Squamish and Metro Vancouver as well. More information on this is found in the governance and funding section.

Routing

Figure 6 shows the current routing for the 99 Pemberton Commuter.

Figure 6 – 99 Pemberton Commuter Routing



Schedule and Frequency

The route 99 Pemberton Commuter currently provides four round trips per day operated by BC Transit and additional service provided by Greyhound⁵. The service details for this service including distance, running time, cycle time⁶, and estimated service hours per round trip are identified in Table 14.

The Transit Future Plan identified improvements to the route 99 Pemberton Commuter as a long-term priority, and ridership on this service has grown by almost 50% within the past three years⁷. The proposed route 99 Pemberton Commuter service expansion includes an additional two daily round trips:

- One midday round trip
- One evening round trip

Table 14 – Sea to Sky Regional Transit Service Details (Pemberton and Whistler)

<u>One-Way Trip Distance (km)</u>	<u>One-Way Trip Running Time (min)</u>	<u>One-Way Trip Cycle Time (min)</u>	<u>Estimated Service Hours per Round Trip</u>
34	37	40	1.3

Service Requirements and Costs

To provide the expansion for the 99 Pemberton Commuter identified within this report, it will require approximately 1,100 annual service hours and one bus, which works out to an estimated annual local cost of \$150,000 to be split between the local partners participating in the service (Table 15). Further information regarding service funding and governance⁸ is included in the Funding and Governance section of this report (pg. 29). Note that the projected revenue is not included in these proposed costs, and any revenue that is generated from this service would directly offset the local share of the costs.

Table 15 – Service Costing Details for Proposed 99 Pemberton Commuter Expansion

Two additional daily round-trips on the 99 Pemberton Commuter (2019/20)					
Service Hours	Vehicle Requirement	Total Costs*	Local Share of Lease Fees	Total Local Share of Costs†	Provincial Share of Operating Costs*
1,100	1	\$250,000	\$36,500	\$150,000	\$100,000

*These costs do not include the Provincial contribution to Lease fees or required infrastructure improvements, assume the traditional conventional cost sharing ratio, and may change according to the operations facility location.

†Does not include projected revenue (which would offset the local share of costs).

⁵ Fares for these additional Greyhound trips are subsidized by the local partners, which allows residents to use the Greyhound service at the same cost as the BC Transit regional service

⁶ Cycle time includes recovery time, which is standard transit planning practice to ensure on-time performance

⁷ Ridership has grown from 26,000 rides in 2013/2014 to 38,100 rides in 2016/17 (47% growth in 3 years)

⁸ Including the potential for integrating current Pemberton Commuter service with other STS Regional Services

Longer-Term Service Proposals

This section provides longer-term transit service and infrastructure proposals (5+ years) that would provide a higher-level of service along the entirety of the Sea to Sky Corridor once ridership grows and additional funding becomes available.

Service

New transit services often experience ridership growth over time once they have been fully established and residents have had time to alter their travel patterns accordingly. Accordingly, the Sea to Sky Transit Future Plan identified long-term service standards and performance guidelines for regional and interregional transit in the Sea to Sky region.

To meet the 25-year service standards identified within the Transit Future Plan⁹, it would require between 45,000 and 90,000 annual service hours. However, the Sea to Sky Transit Future Plan operates on a 25-year horizon and these service targets are meant to be considered within the context of the performance guidelines. Consequently, the service levels should increase progressively over time as ridership on the service continues to grow.

Although expansions are recommended for the two years following the initial service implementation as a contingency for ridership growth (2020/21 and 2021/22; Table 16), it is recommended that a post-implementation review be conducted within one year after the initial service implementation to assess performance and further refine medium-term service options. It is possible that ridership on this service may fluctuate seasonally with the fluctuation in tourism in Squamish and Whistler. Based on the findings of the post-implementation review, the expansion resources can be optimized by targeting additional service around ridership demand patterns and additional feedback from the community. Additionally, the Sea to Sky Transit Future Plan Refresh process, currently planned for 2020, will provide an opportunity to further review the service performance and to review the service standards and performance guidelines as well.

Table 16 – Sea to Sky Regional and Interregional Service Expansion (Three-Year Plan)

Year	Service Hours	Vehicle Requirement	Total Costs*	Total Local Share of Costs†	Provincial Share of Operating Costs*
2019/20	15,100	8	\$3,310,000	\$1,900,000	\$1,410,000
2020/21	5,000	2	\$1,110,000	\$625,000	\$480,000
2021/22	5,000**	2**	\$1,140,000	\$645,000	\$495,000

*These costs do not include the Provincial contribution to Lease fees or required infrastructure improvements, assume the traditional conventional cost sharing ratio, and may change according to the operations facility location.

†Does not include projected revenue (which would offset the local share of costs).

**To be further assessed through the post-implementation review and Transit Future Plan Refresh process.

⁹ See pages 130-131 of the [Sea to Sky Transit Future Plan](#) for details regarding the Regional and Interregional Transit Service Standards

INFRASTRUCTURE

This section identifies the infrastructure considerations related to this service including bus stops, exchanges, Park & Rides, transit priority and modal infrastructure, and operations and maintenance facilities. Final infrastructure details will be determined through the implementation plan process, which will proceed if funding for the service is approved. These infrastructure details will be identified in consultation with the Ministry of Transportation (MoTI), TransLink¹⁰, local partner staff, and local operating company staff. Generally, local approval is required for any infrastructure improvements within a given jurisdiction. For example, bus infrastructure improvements on Hwy 99 requires MOTI approval, and on local roadways requires the approval of the relevant local authority¹¹.

BUS STOPS

The bus stop locations considered through the Corridor Study process are identified in Figure 5 (pg. 18). The final bus stop locations would be determined during the implementation plan process after funding for the service is approved. Additional information on the proposed bus stop locations (including difficulty of implementation) is included in Appendix A.

Any bus stops for this route should meet the [BC Transit Infrastructure Design Guidelines](#). The extent of passenger amenities provided at individual bus stops varies, and often depends on local conditions including existing infrastructure, land use, ridership, and weather. At a minimum, a bus stop pole/sign, lighting, a passenger landing pad, a wheelchair landing pad and a curb letdown in the vicinity of the bus stop should be provided, regardless of the land use. Table 17 identifies the proposed minimum bus stop amenities for this service.

Table 17 – Regional Transit Bus Stop Attributes

Facility	Attributes
High activity transit stops	<ul style="list-style-type: none"> • Transit Shelter • Lighting • Seating • Quality customer information • Universally accessible (passenger and wheelchair landing pad) • Bike parking / storage
Lower activity transit stops	<ul style="list-style-type: none"> • Transit shelter • Lighting • Seating • Universally accessible (passenger and wheelchair landing pad)

¹⁰ Regarding the proposed stops in Park Royal and Downtown Vancouver.

¹¹ E.g. The Squamish Lillooet Regional District, the Resort Municipality of Whistler, the District of Squamish, the Village of Pemberton, the Squamish Nation, or the Lil'wat Nation.

Through the Sea to Sky Corridor Regional Transit Study process, highway access challenges limited the feasibility of providing regular service to certain desired destinations along the Sea to Sky Corridor such as Furry Creek¹² and Horseshoe Bay¹³. Highway access improvements to these locations could reduce the barriers to providing transit in the future.

EXCHANGES / PARK & RIDES

Additional consideration should be taken for developing new Park & Ride and Transit Exchange Facilities to coincide with this service implementation. As identified within the Sea to Sky Transit Future Plan, the following facilities could be considered:

- A second Park & Ride site in Squamish (Garibaldi Village)
- A Park & Ride site in Whistler (Cheakamus / Function Junction)
- A secondary Transit Exchange in Squamish (Garibaldi Village)
- Improved transit infrastructure at Gateway Loop in coordination with RMOW plans (Whistler Village)

In addition, local partners could consider developing legitimate Park & Ride locations in smaller locales including Pemberton, Britannia Beach, and Black Tusk/Pinecrest.

TRANSIT PRIORITY

Transit priority is a term used to refer to a variety of physical and operational improvements designed to give transit vehicles and passengers priority over general vehicle traffic. As congestion increases, it is important to consider giving transit priority over general traffic to attract greater numbers of passengers to transit. Transit priority investments also improve reliability by reducing the effect that daily changes in congestion have on transit travel times. Savings in transit travel times will reduce the number of service hours and fleet required to operate service.

In the short-run, BC Transit recommends working with local partners to take advantage of current transit priority initiatives being developed and implemented in Whistler, Squamish, and Metro Vancouver, such as the bus queue jumper pilot project being tested in Whistler to bypass congestion on Hwy 99 at Whistler Creekside in Whistler.

¹² Given Furry Creek's size, there was substantial public support for regional service to the community; however, the limited highway access makes it very challenging to provide a centralized bus stop and requires a substantial travel time penalty to serve a relatively small community. Improved highway access would be required to make providing regional service to this community feasible.

¹³ BC Ferries is currently planning a Horseshoe Bay Terminal redesign for 2021. If these changes included improvements to highway access, it could reduce the barriers for transit access to Horseshoe Bay. If these Terminal changes substantially reduced the bus travel time penalty, it may be feasible to serve Horseshoe Bay on all trips.

MODE

Through public consultation, the concept of providing a Sea to Sky regional and interregional service by rail was brought up several times. There were also a number of potential challenges identified through the consultation process regarding implementing rail service along this corridor including ownership, safety, and other factors. Given the lack of certainty around potential ridership and the additional challenges associated with a rail implementation, it is recommended that this service start with buses. Once the service has had ample time to establish itself and actual ridership demand has been assessed, additional planning work could be undertaken to assess the relative feasibility of other mode types.

TRANSIT OPERATIONS AND MAINTENANCE FACILITIES

Determining an operations facility for this service is dependent on the outcome of the governance discussion and the development of the operations contract. In the short-term, it may make sense to operate the service out of the current Whistler operations facility due to the additional capacity that facility currently has. However, in terms of minimizing operational costs in the long-run, consideration should be given to developing a new operations facility in Squamish. The operations facility for the Squamish Transit System is currently at capacity, so securing funding and land for a new facility is an important goal for over the next several years.

INFRASTRUCTURE FUNDING AND MAINTENANCE

The funding and responsibility for any infrastructure required for this service will be dependent on the resulting governance and funding structure chosen by the local partners.

PUBLIC TRANSIT INFRASTRUCTURE FUND (PTIF)

The first phase of the [Public Transit Infrastructure Fund](#) provided investments of [\\$160 million in federal and provincial funding](#) to improve public transit systems in BC Transit-served communities outside Metro Vancouver. The second phase of PTIF will involve additional federal and provincial funding for BC Transit projects over the next 11 years. There may be opportunities to leverage funding from the second phase of the PTIF to develop the infrastructure required for regional and interregional transit services in the Sea to Sky Region.

FARES

Within the BC Transit model, local partners keep the fare revenue from the transit services operating within their community. Consequently, setting fares is ultimately the responsibility of the participating local partners. Discussions about fare levels could assist in deliberations regarding regional transit service funding, but final fare decisions would likely occur during the implementation plan process after the governance and funding decisions have been established.

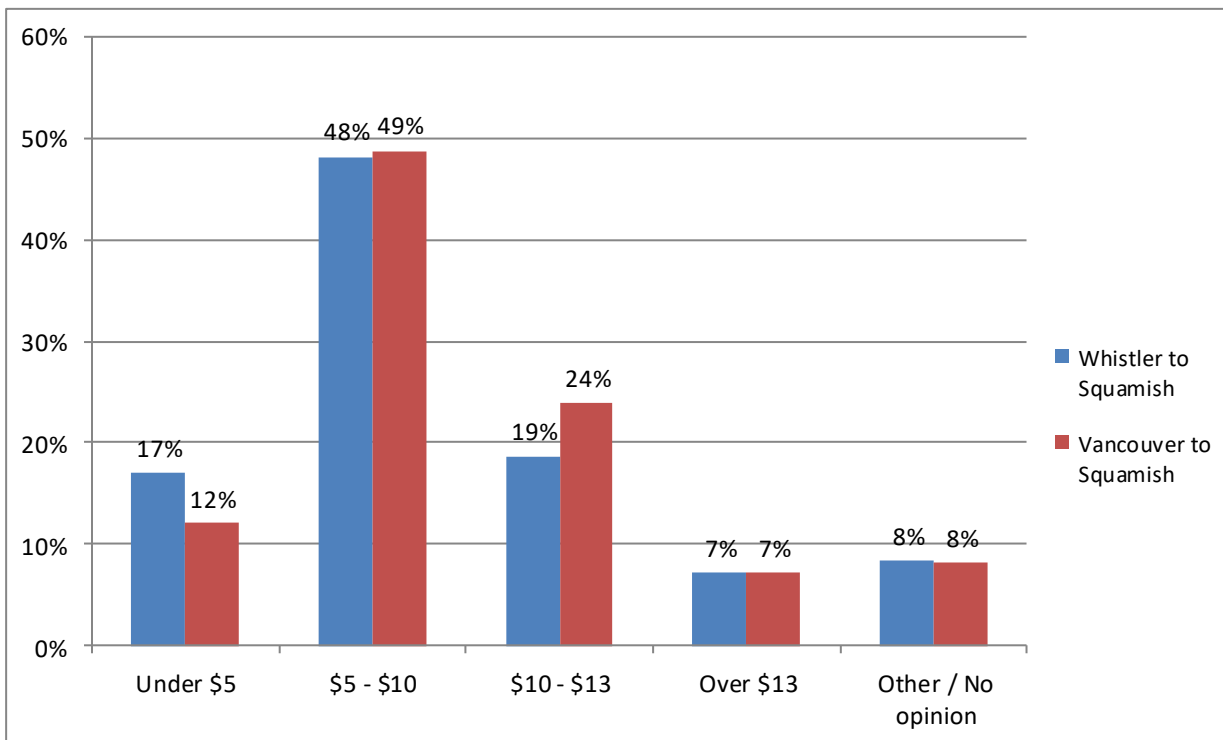
Pemberton and Whistler

On the existing Sea to Sky regional service between the Pemberton area and Whistler, an adult cash fare is currently \$4.50.

Whistler, Squamish, and Vancouver

To provide decision makers with information, the second phase of public engagement gathered feedback from the community on fares for proposed regional transit service between Whistler and Squamish and Squamish and Vancouver. Based on the results, fare expectations from the community were reasonably consistent for the segments between Vancouver and Squamish and between Whistler and Squamish (Figure 7). Although approximately 80% of participants identified a one-way fare of \$5 or more for each segment, approximately 50% identified a fare between \$5 and \$10 as the most reasonable.

Figure 7 – Respondent Fare Recommendations (by Route Segment)



Initially, Sea to Sky regional transit users transferring to TransLink services would be required to pay an additional fare, but opportunities to integrate fare products can be further explored in the future.

NEXT STEPS

Governance, Funding and Cost Sharing

Before implementing Sea to Sky regional or interregional transit service, decisions around regional governance and funding structures need to be made by the participating local partners.

Governance

As identified in the Sea to Sky Transit Future Plan, the development of a regional governance structure could streamline the implementation of regional and interregional transit along the Sea to Sky Corridor and provide benefits in terms of operational efficiencies and improved customer experience.

Although decisions around governance and local funding are ultimately the responsibility of the participating local partners¹⁴, BC Transit can provide guidance based on experience from other communities within BC. For example, there are examples of several different types of regional transit governance and funding structures currently in operation throughout BC.

BC Transit recommends the formation of a higher-level working group involving the senior leadership of the participating local communities and BC Transit to guide decision-making around regional governance and funding for this service. These deliberations should consider how to incorporate the Líl'wat and Squamish Nations into discussions around funding and governance. Additionally, these discussions may allow the opportunity to integrate the existing 99 Pemberton Commuter service into the governance, funding, and cost-sharing structure with the other Sea to Sky regional and interregional transit services.

Currently, there are two basic types of governance models that operate within BC Transit communities including regional systems and transit commissions.

¹⁴ In the case of the Sea to Sky service, this would likely involve discussions between Pemberton, Whistler, Squamish, the Squamish-Lillooet Regional District, Metro Vancouver, Líl'wat Nation, and Squamish Nation.

REGIONAL SYSTEMS

The regional systems form of governance is currently in place in all BC municipalities outside Metro Vancouver and the Victoria Capital Region (where a regional transit commission has been established). In the regional systems model, transit is provided through a partnership between BC Transit (on behalf of the provincial government), local partners (e.g. municipalities or regional districts), and in most cases, third party (private) transit operating companies.

Other regional transit services provided under the regional systems model include the Fraser Valley Express and the Highway 16 regional transit service. For both of these services, an overlapping regional district acts as the decision making body, with the equivalent in the Sea to Sky area being the Squamish-Lillooet Regional District. The Squamish-Lillooet Regional District already includes voting members from the member municipalities including two elected officials from Squamish, one from Whistler¹⁵, Pemberton, and Lillooet, and four additional Electoral Area directors. If this governance model were desired for a Sea to Sky regional transit service, additional funding would be required to increase the staff capacity at the Squamish-Lillooet Regional District, so as to provide local staff oversight for the regional transit service.

Under a regional systems model, the local transit systems in Squamish, Whistler, and Pemberton would continue to be governed by the local partners; conversely, the regional and interregional services could be governed by the SLRD, with the ongoing input of the local partners to ensure there is integration and connectivity.

TRANSIT COMMISSIONS

The only transit commission in BC today is the Victoria Regional Transit Commission (VRTC), which provides service to municipalities in the Capital Regional District. Decisions about fares, routes and service levels are made by the Commission, based on information and planning provided by BC Transit. In addition, the VRTC is responsible for the local share of funding. This funding comes from the fare revenue, property taxes, and a motor fuel tax. Additional information regarding the motor fuel tax is included in the Funding section (pg. 31).

A commission represents transit service areas designated by BC Transit, and must provide the necessary clerical and technical resources to enable it to carry out its responsibilities. The transit service area may encompass a partial, complete, or more than one regional district. Transit commission members are appointed by the Lieutenant Governor in Council from persons holding elected office on a municipal council or regional district board. Additionally, the minister must designate the chair of each regional transit commission.

¹⁵ Whistler's representation on the SLRD will increase to two members sometime in 2017 to coincide with the increased population identified through the 2016 Census.

APPLICATION TO SEA TO SKY REGIONAL AND INTERREGIONAL SERVICE

Table 18 summarizes some of the key tradeoffs between the two primary governance models.

A regional transit commission in the Sea to Sky area would be responsible for managing both the Sea to Sky regional transit service and the Whistler, Squamish, and Pemberton local transit systems; consequently, under a transit commission, these communities would lose local authority over fares and service levels within their transit systems.

Table 18 – Benefits and Drawbacks of Possible Governance Models

Governance Model	Benefits	Challenges
Regional Systems	Local partners retain complete control of their own local transit systems	Can be more difficult to achieve consensus on regional decisions
Transit Commission	Can result in a more regional approach to decision making	Local partners have less control of their own local transit systems

Funding

As identified within the Sea to Sky Transit Future Plan, under the BC Transit Act, local partners are responsible for determining the extent of transit service provided in their communities and then funding their legislated share of the cost of this service¹⁶. Existing local funding sources include property taxes, municipal and regional district taxes (MRDT)¹⁷, passenger fares, advertising revenue, and other commercial revenue sources¹⁸ (Table 19). For developing infrastructure required for this service, there may be the opportunity to leverage funding from the Public Transit Infrastructure Fund (pg. 27).

The Sea to Sky Transit Future Plan also includes a comprehensive list of alternative funding sources, and this information is included in Table 20 as well. Pursuing alternative funding sources outside the existing BC Transit model are up to the local partners to research.

¹⁶ For the majority of conventional transit services in regional systems, the approximate provincial and municipal shares are 46.69% and 53.31% respectively. The Highway 16 transit service has a different cost sharing ratio.

¹⁷ The RMOW and the District of Squamish currently collect a MRDT, but the RMOW is the only community in BC that currently allocates a portion of this funding for transit services.

¹⁸ See the Sea to Sky Transit Future Plan for additional information on existing funding sources (pg. 201-202).

Table 19 – Existing Funding / Revenue Sources for Transit in British Columbia

Existing Funding Source	Description	Key Observations
Property Taxes	Taxes collected on the value of properties	Property taxes are a common source of transit funding across Canada. The SLRD does not collect property taxes directly. Rather, taxes are collected by the member municipalities of Squamish, Whistler, Pemberton and unincorporated areas based on property assessment values.
Passenger Fares	Revenue collected through transit fare products	Fare products include cash fares, tickets, and bus passes.
Advertising Revenue	Revenue from advertising on BC Transit buses	Advertising on BC Transit buses across the province is currently managed by a third-party contractor, with an emphasis on Conventional bus advertising. Today, only Squamish Transit engages in exterior fleet advertising. The RMOW manages interior bus advertising on the Whistler Transit System fleet.
Commercial Revenue Sources	Other Commercial Revenue	Depending on local market demand and the capacity of local facilities, additional opportunities to support third-party commercial initiatives may be possible over the life of the Transit Future Plan. BC Transit continues to work with its local government partners to identify opportunities to leverage existing assets and products to generate incremental revenue.
Municipal and Regional District Taxes (MRDT)	Hotel tax charged along with accommodation fees	The Municipal and Regional District Tax (MRDT) is administered under the Sales Tax Act. The MRDT is an additional two or three per cent tax added to the Provincial Sales Tax portion of an accommodations invoice. The revenue is returned to the host municipality monthly based on the monthly remittances from the accommodations sector to the province. Although this tax is collected in many communities around the province, the Resort Municipality of Whistler is currently the only community in BC that allocates a portion of this funding for transit services. This allocation has been in place since 1991 when the Whistler Transit System first offered the free Village Shuttle services modeled on free transit services offered in ski resorts in the US.

Table 20 – Potential Alternative Funding / Revenue Sources for Transit in British Columbia

Alternative Funding Source	Description	Key Observations
Motor Fuel Tax	Tax levied on motor fuel sales within the region to be used for transit	<p>Implementing a motor fuel tax requires provincial legislative changes to the Motor Fuel Tax Act.</p> <p>The Victoria Regional Transit Commission (VRTC) is the only BC Transit system with a dedicated motor fuel tax, and collects 3.5 cents per litre on clear gasoline and diesel sold within the Victoria Regional Transit Service Area to fund transit¹⁹. When the VRTC motor fuel tax was implemented in 1993, it was accompanied by a reduction in the provincial transit funding contribution, so an increase in total local funding is not necessarily guaranteed.</p>
Auto Insurance Tax	Fee paid by vehicle owners through auto insurance payments	Requires provincial legislation.
Driver's Licence Tax	Tax levied when issuing or renewing driver's licenses	Requires provincial legislation. Drivers' licenses are renewed every five years.
Vehicle Registration Levy	An additional levy on top of existing registration fees for vehicles registered in the region.	Requires provincial legislation. Vehicles are registered once initially and when a vehicle changes ownership.
Parking Sales Levy	A tax levied on paid parking transactions as additional sales tax	Implemented by municipal governments.
Highway Toll / Cordon Charge	Toll on drivers entering or exiting a zone or region	Requires provincial legislation.

¹⁹ <http://www2.gov.bc.ca/assets/gov/taxes/sales-taxes/publications/mft-ct-005-tax-rates-fuels.pdf>

See pages 4 and 5 for the dedicated BC motor fuel tax rates by region including the Victoria Regional Transit Service Area, the South Coast BC Transportation Service Region, and the remainder of the Province.

Carbon Tax	Tax levied on carbon dioxide emissions from fuel consumption for transportation and other purposes	A carbon tax is currently implemented in British Columbia. Would require provincial legislation for use towards funding transit.
Crowdfunding	Funds raised through the collection of contributions from the general public	Best suited for funding discrete projects, trials, or ideas; can be geographically sourced (E.g. a local community association crowdfunds bus shelter and bench installation).
Development Cost Charges	A special charge on new development within the transit service area	Most effective in cities that are experiencing a great deal of concentrated growth. More suitable for funding transit infrastructure projects. If only applied near transit exchanges, high development fees could discourage Transit-Oriented Development.
Sales Tax	A special sales tax within the transit service area	Requires provincial legislation.
Third Party Revenue Contributions / Partnerships	Funds raised through the collection of contributions from private industry	Funding directed towards a particular transit service. Examples include a free event shuttle, making an existing service fare free for a particular time of day or on an event day or a season. This could offset farebox revenue and make a designated route free for customers (currently a pilot project is underway in Whistler where funding has been raised to make Route 7 free from 8 p.m. to 8 a.m. during the winter season). Could be explored on a Regional scale for Sea to Sky communities for a particular transit service.
Utility Levy	A special transit levy to all utility accounts in the region	Currently used in Metro Vancouver. May require provincial legislation.

Cost Sharing

Within BC Transit communities, cost sharing arrangements are used in the following situations:

- where transit services are extended into jurisdictions adjacent to the local partner holding the partnership with BC Transit (E.g. a bordering municipality, regional district, or First Nation); or
- between member municipalities and electoral areas within a Regional District.

Cost sharing is determined in a variety of ways throughout BC Transit communities, and parameters used in other communities include:

- service hours by area
- route length by area
- number of stops by area
- passenger activity by area
- population by area
- property assessment by area

The advantage of multiple local funding partners is that the local share of overhead and capital costs can be shared by multiple partners. However, individual service priorities are consensus based which can slow decision making processes.

Timeline

A 2018 implementation timeline is unlikely since decisions about governance and funding are still required, and the deadline for confirming expansion funding requiring new vehicles is summer of the year preceding an expansion. Consequently, Table 21 identifies the timeline and next steps required for a September 2019 implementation.

Table 21 – Proposed Timeline for September 2019 Implementation Date

Date	Deliverable
August 2017	Finalize Report, Presentation slides, and STS Regional TIPs Letter for Council Presentations
Fall 2017 - Spring 2018	Local partners develop governance and funding model for service
June 2018	Approve three year budget service expansion hours and buses
Fall 2018	Develop implementation plan for Sea to Sky regional transit service
Winter 2018	Approve implementation plan
Spring - Summer 2019	Finalize schedules, marketing materials, and infrastructure requirements for implementation
September 2019	Implement service
2020	Sea to Sky Transit Future Plan Refresh process and post-implementation review

CONCLUSIONS AND SUMMARY

Connecting communities along the Sea to Sky Corridor was identified as a key priority in the Sea to Sky Transit Future Plan, and the Sea to Sky Corridor Regional Transit Study was identified as an important next step towards developing regional and interregional transit service along the Sea to Sky Corridor. This study was undertaken in collaboration with the Squamish-Lillooet Regional District (SLRD), the District of Squamish, the Resort Municipality of Whistler (RMOW), the Village of Pemberton, the Lil'wat Nation, and the Squamish Nation, and was led by a Project Working Group which included members from each of these partners. Additionally, a comprehensive, two-phase public engagement process and a market demand analysis were conducted as part of this study to develop both the business case and the proposed service details for a regional and interregional transit service along the Sea to Sky Corridor.

Based on market demand analysis and public consultation feedback, there is the potential for substantial regional and interregional transit ridership along the Sea to Sky Corridor, with an estimated 575 average daily rides. In the short-term, eight buses and 15,100 annual service hours would be required to provide six round trips on weekdays and four round trips on weekend days along the segment between Whistler, Squamish, and Vancouver, and an additional two daily round trips on the segment between the Pemberton area and Whistler. Additionally, the regional and interregional transit service standards and performance guidelines identified in the Sea to Sky Transit Future Plan provide a guide for future regional transit investments over the next 25 years. Beyond transit service options, this study also includes information to guide infrastructure requirements, transit fares, and the next steps required to implement regional and interregional transit service along the Sea to Sky Corridor.

The following steps are required before service can be implemented:

- The participating local partners must select a governance model for making decisions on service levels, fares, and cost-sharing.
 - BC Transit recommends the formation of a higher-level working group involving the senior leadership of the participating local communities and BC Transit to guide this decision-making process.
- The locally selected governance structure must confirm the service levels, fares, and cost-sharing for the service.
- Funding for the service must be confirmed by both the local partners and the Province.

APPENDIX

Appendix A – Proposed Bus Stop Details

Stop Location	New Stop	Right of Way(s)	Difficulty	Notes
WedgeWoods	Yes	MoTI	Medium	Work with MoTI towards stops on Hwy 99. No easy turnaround options within Wedgewoods.
Existing Whistler Hwy 99 Stops	No	MoTI	Low	Bus Stop Information update required
Rainbow	Yes	MoTI	Medium	Work with MoTI toward stop(s) on Hwy 99
Whistler Village	No	RMOW	Low	Bus Stop Information update required
Whistler Creek	No	RMOW	Low	Bus Stop Information update required
Cheakamus/ Function	Yes	MoTI	Medium	Introduce new stops on Highway 99 at Alpine Lake Road/Cheakamus Lake Road. Explore Park & Ride opportunities.
Black Tusk/ Pinecrest	No	SLRD	Low	Can use existing bus stop infrastructure and turnaround location. Potential to improve bus stop infrastructure and amenities at existing stop
Brackendale	Yes	MoTI	Medium	New bus stops on Highway 99 at Depot Road. Explore Park & Ride opportunities.
Garibaldi Village ²⁰	Maybe	Squamish / MoTI	Low	Use existing stops on Garibaldi, Diamond Head, and Mamquam.
Squamish Industrial Park	Maybe	Squamish	Low	May wish to use roundabout on Commercial Way only (would require new bus stop). If using commercial way, discovery way, and industrial way, no new stops are required.
Downtown Squamish	Yes	Squamish	Medium	Bus Stop Information update required
Squamish Nation	Yes	MoTI / Squamish Nation	Medium	Potential for new stops on Hwy 99 or at Casino / Totem Hall

²⁰ In the Long-term, consider securing land for a transit exchange and Park & Ride near Garibaldi Village. An exchange will likely be needed long-term for local transit network improvements.

Stop Location	New Stop	Right of Way(s)	Difficulty	Notes
South Squamish Parks	Yes	Squamish	Medium	Potential for new stop somewhere within the overflow parking lot on the west side of the highway - challenges with parking management and bus turnaround. Could integrate with future ferry movement at Darrell Bay. Transit signal priority for left turn at Hwy 99.
Britannia Beach	Yes	SLRD	Low	Proposed new stop somewhere along Copper Drive using the Museum as a turnaround. Traffic signal priority for the bus may be required at the intersection of Copper Drive and Hwy 99 for left turn. Explore Park & Ride opportunities.
Furry Creek	Yes	MoTI	High	Would require substantial highway infrastructure improvements (additional highway on and off ramp infrastructure required ; no easy way to introduce a matching set of safe and efficient northbound or southbound stops)
Lions Bay	No	MoTI / Lions Bay / TransLink	N/A	Could use existing Route C12 bus stops in both directions. Must work with TransLink for agreement
Kelvin Grove Way	No	MoTI / Lions Bay / TransLink	N/A	Could use existing Route C12 bus stops in both directions. Must work with TransLink for agreement
Ansell/Seascape	No	MoTI / Lions Bay / TransLink	N/A	Could use existing Route C12 bus stops in both directions. Must work with TransLink for agreement
Horseshoe Bay	No	MoTI / West Vancouver / TransLink	Low	Must work with TransLink for agreement
Park Royal	No	MoTI / West Vancouver / TransLink	Low	Must work with TransLink for agreement. Same routing as 257 Horseshoe Bay / DT Vancouver service
Downtown Vancouver	No	MoTI / City of Vancouver / TransLink	Medium - High	Must work with TransLink to determine if a stop and layover location is possible. Service could terminate at Park Royal or Lonsdale Quay if Downtown Vancouver is infeasible through discussions with TransLink and Metro Vancouver

VILLAGE OF PEMBERTON

BYLAW No. 831, 2018

General Local Government Election & Other Voting Procedures Bylaw

Being a bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS under the *Local Government Act*, Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS Council wishes to establish voting procedures and requirements under that authority;

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

1. CITATION

This Bylaw may be cited for all purposes as “Village of Pemberton General Local Government Election Procedures Bylaw No. 831, 2018.”

2. **MINIMUM NUMBER OF NOMINATORS**

In relation to a nomination for office as a member of the Village of Pemberton and in accordance with section 86 of the *Local Government Act*, the minimum number of qualified nominators is two (2).

3. **NOMINATION DEPOSITS**

A nomination deposit is not required for the position of mayor, councillor or school board trustee.

4. **ACCESS TO NOMINATION DOCUMENTS**

In addition to the public inspection requirements under section 89 of the *Local Government Act*, nomination documents delivered to the chief election officer will be made available for public inspection at the Village Office during its regular office hours from the time of delivery until thirty (30) days after the declaration of election results. These documents will also be available on the Village of Pemberton website within the same time frame.

5. VOTING DAY ONLY REGISTRATION

Registration of electors is limited to registration at the time of voting.

6. ADVANCE VOTING OPPORTUNITIES

(a) In accordance with section 107 of the *Local Government Act*, two advance voting opportunities for an election by voting will be held from 8:00am to 8:00pm at locations to be established by the chief election officer on:

- (i) the 10th day before the general voting day; and
- (ii) the 3rd day before general voting day.

(b) In accordance with section 107 of the *Local Government Act*, the chief election officer is authorized to establish additional dates for additional voting opportunities in advance of general voting days and to designate the voting places and set the voting hours for these voting opportunities.

8. ORDER OF NAMES ON BALLOT

The order of names of candidates on the ballot will be arranged alphabetically by the candidate's surname in accordance with section 116 of the *Local Government Act*.

9. VOTING PROCEEDINGS

A person must not erect, place, alter or maintain any signs, sign boards, advertisements, advertising devices or structures within One Hundred (100) metres of a building, structure, or other place when and where voting is being held in order to:

- (a) canvas or solicit votes or otherwise attempt to influence how an elector votes;
- (b) support a particular candidate or elector organization;
- (c) display or distribute material regarding a candidate or elector organization; or
- (d) make representations on behalf of or with respect to a particular candidate in an election or with respect to a particular elector organization.

10. NUMBER OF SCRUTINEERS AT VOTING PLACES

In accordance with section 120(3) of the *Local Government Act*, only one (1) scrutineer for each candidate may be present for each ballot box in use at a voting place while voting proceedings are being conducted and all scrutineers are subject to the following restrictions and conditions in the voting place while voting proceedings are being conducted:

- (i) no cellular phones are permitted to be turned on; and
- (ii) no other electronic devices may be used.

11. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

12. REPEAL

General Local Government Election & Other Voting Procedures Bylaw No. 770, 2014 is hereby repealed.

13. SEVERABILITY

If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by a court of competent jurisdiction, the invalid portion will be severed and the remainder of the Bylaw deemed valid.

READ A FIRST TIME this 29th day of May, 2018

READ A SECOND TIME this 29th day of May, 2018.

READ A THIRD TIME this 29th day of May, 2018.

ADOPTED this ____ day of _____, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

On Jun 5, 2018, at 10:49 AM, Rod Nadeau <rnadeau@innovationbuilding.com> wrote:

Nikki

We have been shortlisted to submit a proposal to NRCan on how to build a net zero ready Multi Unit Residential Building. Having completed Radius (<https://vidorralife.com/radius/>) in Pemberton to a better standard than they are looking to achieve, we are going to improve the Orion (<http://orionpemberton.com/>) building in Pemberton to be the most cost effective Net Zero building in Canada. See below for the letter inviting us to submit our proposal. We are Partnering again on this building with BCIT to do the energy modelling research to prove out the building methods and technology we are using.

We are doing all this in Pemberton using local trades and made in Canada technology and construction materials. Part of the proposal is on (2.4: Uptake Potential and Receptor Interest) what it will mean to the local construction trades and local economy. A letter of support from your office might help us secure this proposal funding and do the research and prove how to build net zero buildings in the Sea to Sky Corridor. Our plans are to incorporate this into all our future projects. BCIT will have a robust Knowledge Dissemination Plan.

Thanks Rod Nadeau

April 20, 2018

Rod Nadeau

Vidorra Developments Ltd.

#15-1005 Alpha Lake Rd

Whistler, BC

VON 1B1

Subject: Green Infrastructure Phase II – Energy Efficient Buildings Research, Development & Demonstration Program Feedback on Letter of Expression of Interest

Project ID assigned to your EOI: GIBE-2208

Project Title: Orion Net-Zero Energy Ready High Performance MURB Building

Dear Rod Nadeau,

Thank you for submitting a Letter of Expression of Interest (EOI) to the Natural Resources Canada (NRCan) Green Infrastructure Phase II - Energy Efficient Buildings Research, Development & Demonstration Program.

The Program has now completed its review and evaluation process using a set of common criteria as outlined in the EOI Template and Applicants' Guide. I am pleased to inform you that, following careful review and consideration, your EOI has been selected to proceed to the next stage for the development of a full Project Proposal.

You are invited to submit a full Project Proposal for the EOI referenced above. You will receive a Program Proposal Applicant's package shortly. We strongly recommend that you familiarize yourself with the material you will be provided, as well as with the general Terms and Conditions for our funding programs. Please note that the completed full Project Proposal must be submitted by 17:00 PT, June 15, 2018. Late submissions will not be accepted.

If you wish to receive feedback on your EOI, please send an email to nrcan.innovation.nrcan@canada.ca referencing the Project ID in the subject line "GIBE-2208 Request for feedback", indicating your availability starting April 30, and providing a telephone contact number. We will then arrange a time for a discussion with you at your convenience. Please note that this offer to provide feedback is available only by telephone and will be limited to one 30-minute session. Your request for feedback must be submitted prior to May 4, 2018 to enable us to schedule an appointment.

Please reply to this email confirming your intent to proceed with the submission of a full Project Proposal, and indicate your wish to receive EOI feedback per the instructions above. Again, thank you for submitting an EOI and we look forward to your full Project Proposal.

Yours sincerely,

Energy Efficient Buildings Research, Development & Demonstration Program

nrcan.innovation.nrcan@canada.ca

Rod

Check out our new project <http://vidorralife.com/radius/>

Rod Nadeau

Managing Partner

Vidorra Developments Ltd./Innovation Building Group Inc.

#15-1005 Alpha Lake Road, Whistler BC V0N 1B1

Cell 604-932-8645 Work 604-932-3807 loc 226 rnadeau@innovationbuilding.com

www.innovationbuilding.com

Design Build Renovate <image003.gif>

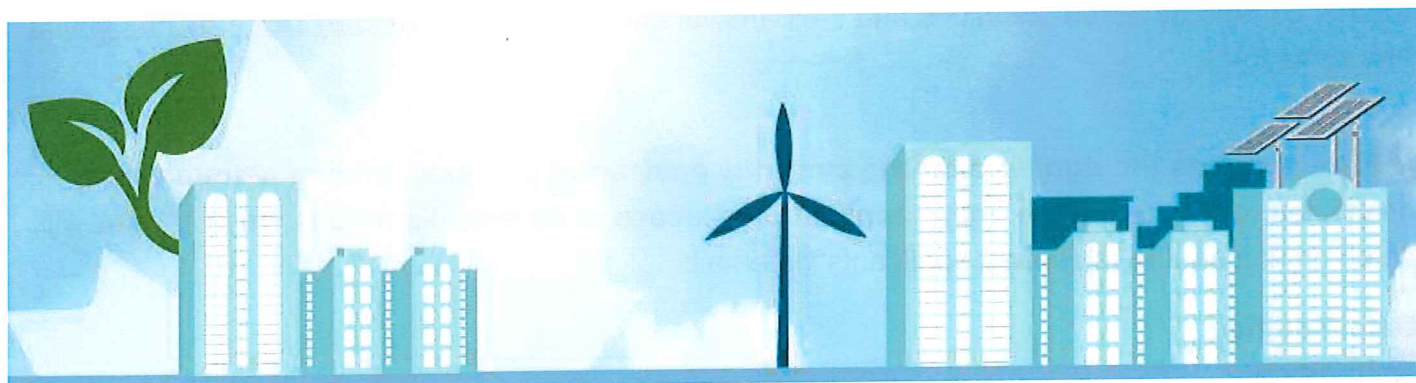
[Natural Resources Canada](#)

[Home](#) → [Energy](#) → [Energy Resources](#) → [Funding, Grants and Incentives](#)

→ [Green Infrastructure programs](#)

→ Energy Efficient Buildings Research, Development and Demonstration

Energy Efficient Buildings Research, Development and Demonstration



i The Call for Expressions of Interest under the Energy Efficient Buildings Research, Development and Demonstration Component of EIP is now closed following the submission deadline of 23:59 EDT, February 21, 2018.

Successful applicants will be invited to submit project proposals in the spring of 2018.

Program Background

Our government is investing \$182 million to increase energy efficiency and address climate change by improving how our homes and buildings are designed, renovated, and constructed. **\$48.4 million** is going to support the development and implementation of building codes for existing buildings and new net-zero energy-ready buildings through RD&D initiatives that:

- **Accelerate development and adoption** of technologies, design and construction
- **Provide** more cost-effective solutions
- **Validate locally** with real-world demonstrations
- **Build confidence** for adoption of updated codes

Eligible Applicants

Village of Pemberton
Regular Council Meeting No. 1472
Tuesday, June 12, 2018

60



Pamela Goldsmith-Jones

Member of Parliament
West Vancouver - Sunshine Coast - Sea to Sky Country

May 28, 2018

Village of Pemberton
Box 100
Pemberton, BC
V0N 2L0

Dear Mayor and Council,

On April 2, 2018, the governments of Canada and British Columbia announced the signing of a bilateral agreement to make \$3.9 billion in federal funding available over the next decade for infrastructure projects across British Columbia.

Today, British Columbia will start accepting applications from local governments and First Nations for the new Environmental Quality Program, which provides funding for improvements to community drinking water, waste water and storm water infrastructure. Applications for funding under the Environmental Quality Program can be submitted through the Investing in Canada Infrastructure Program-British Columbia (ICIP-BC) website at www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program as of May 31, 2018, and will be accepted until August 29, 2018. Approved projects will be made public in the spring of 2019.

Here are your contacts for further information or assistance:

In Ottawa, Morgan McCullough: pam.goldsmith-jones.a2@parl.gc.ca

For West Vancouver-Sea to Sky Corridor, Ravneet Minhas: pam.goldsmith-jones.c1c@parl.gc.ca

For the Sunshine Coast, Lucie McKiernan: pam.goldsmith-jones.c1b@parl.gc.ca

It is very helpful to us if you could please copy our office on your application submission.

Sincerely,

A handwritten signature in blue ink that reads "P. Goldsmith-Jones".

Pamela Goldsmith-Jones, M.P.
West Vancouver-Sunshine Coast-Sea to Sky Country

Confederation Building, Room 583 | 6367 Bruce Street
Ottawa, ON K1A 0A6 | West Vancouver, BC V7W 2G5
Tel: 613 947 4617 Fax: 613 947 4620 | Tel: 604 913 2660 Fax: 604 913 2664

pam.goldsmith-jones@parl.gc.ca
www.pgoldsmithjones.ca

Village of Pemberton
Regular Council Meeting No. 1472
Tuesday, June 12, 2018



May 15, 2018

Dear Mayor and Members of Council:

The 2018 Community Recognition Awards Call for Nominations is now open!

I invite your community to identify a recently completed civic building or structure with wood use (either architecturally or structurally), and submit your nomination for the 2018 Community Recognition Awards, to be presented at the UBCM in Whistler. The awards are presented annually to local governments that advocate for using wood in a local project, or through visionary initiatives that work toward building a community culture of wood. Wood use in public buildings brings pride to BC towns and cities, leaves a lasting legacy and celebrates BC's wood culture.

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

Why wood? Wood is good!

Choosing wood for civic buildings is good for cultural, environmental, budgetary and health reasons. It's also a good choice for our economy, since forestry is a significant economic engine in BC, and directly or indirectly benefits us all. We are proud to say that BC is recognized as a global leader for wood innovation in building and design, with taller and larger wood buildings being built in centres all around the province, using technologically advanced wood products and building systems - made in BC.

It is also the best choice for the environment, as nothing can make a green building "greener" than optimizing the use of wood, which has a smaller carbon footprint than other building materials. Wood also benefits occupants in the indoor environment. Research has shown people thrive when working and learning in beautiful and high-quality spaces finished with natural materials like wood.

What's new in the world of wood? Consider the advantages and possibilities.

Wood WORKS! BC and the Canadian Wood Council are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, competitive building costs, and comfortable, high-performance and effective spaces for your community. Please call me if you are ready to move forward with a new civic project. I can provide information on the professional technical services Wood WORKS! BC offers to your project teams, FREE of charge.

The Wood WORKS! BC Community Recognition Awards program is your opportunity to showcase your community and a wood project that has brought pride to your citizens.

Submit your nomination today! www.wood-works.ca/bc

Regards,

Lynn Embury-Williams
Executive Director
Wood WORKS! BC
1 877 929 9663 – ext. 1
Lembury-williams@wood-works.ca

PS Please note that nominations are only open to local governments and their projects. Projects must have been completed within the last three years and built in whole or part with local government funds. Self-nominations are accepted and encouraged.

Deadline for nominations: Friday, August 24, 2018

About Wood *WORKS!* BC



WOOD SOLUTIONS
CONFERENCES



WOOD DESIGN
LUNCHEON CONFERENCES



IN-HOUSE SEMINARS



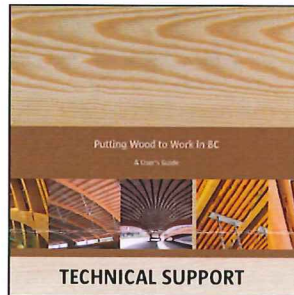
COMMUNITY RECOGNITION
AWARDS



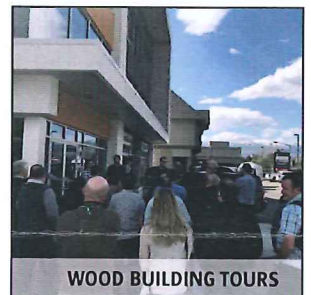
WORKSHOPS



WOOD DESIGN AWARDS



TECHNICAL SUPPORT



WOOD BUILDING TOURS

Wood *WORKS!* is a national industry-led program of the Canadian Wood Council, with a goal to support innovation and provide leadership on the use of wood products and building systems. Through conferences, workshops, seminars and case studies, Wood *WORKS!* provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout BC. For 20 years, Wood *WORKS!* BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood – the most sustainable, natural and renewable building material on Earth.

Wood *WORKS!* BC has also worked extensively with municipalities on projects ranging from fire halls to arenas to recreation centres. Wood *WORKS!* BC is a recognized resource to help BC communities with the “build with wood” requirements on publicly-funded projects under the Wood First Act, and our expertise is available free of charge.

Wood *WORKS!* BC: Services to Local Governments

I. Free Technical Advice

- structural, fire, seismic, acoustic, envelope, architectural, building performance

II. Community Outreach

- local government liaison and wood design support
- provincial government consultation and collaboration
- industry association partnerships and consultation

III. Sourcing Wood Products and Building Systems

IV. Professional Development/Liaison

- Architectural Institute of BC, Association of Professional Engineers of BC, BC Housing, Licensing & Consumer Services (formerly Home Protection Office/HPO)

V. High Performance Building Support

- advancing low embodied and low operational carbon buildings in your community

2017 Community Recognition Award Winners



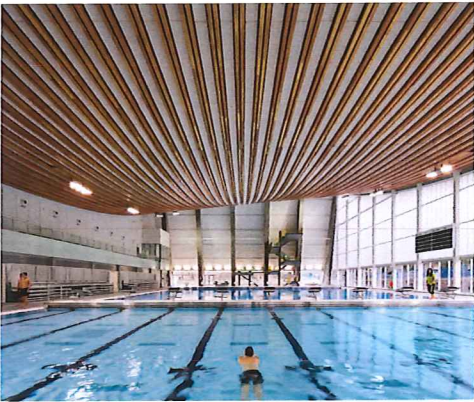
LMLGA -- Lower Mainland Local Government Association:
Metro Vancouver for the Kanaka Creek Watershed Stewardship Centre



LMLGA -- Lower Mainland Local Government Association:
District of North Vancouver for the Delbrook Community Recreation Centre



LMLGA -- Lower Mainland Local Government Association:
City of Richmond for the Alexandra District Energy Building



LMLGA -- Lower Mainland Local Government Association:
City of Surrey for the Grandview Heights Aquatic Centre



AKBLG -- Association of Kootenay Boundary Local Governments:
Village of Salmo for the 6th Street Pedestrian Covered Bridge



AVICC -- Association of Vancouver Island and Coastal Communities:
District of Saanich for the Central Saanich Fire Hall
 Courtesy: Johnston Davidson Architecture + Planning



NCLGA -- North Central Local Government Association:
City of Quesnel/Cariboo Regional District for the West Fraser Centre



SILGA -- Southern Interior Local Government Association:
District of Logan Lake for the Logan Lake Fire Hall
 Courtesy: Wood Design Awards in BC



SILGA -- Southern Interior Local Government Association:
Town of Osoyoos for the Osoyoos Fire Hall
 Courtesy: Wood Design Awards in BC



June 1, 2018

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Councillor Murry Krause
Chair, Nominating Committee

RE: Call for Nominations for UBCM Executive

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Tuesday July 31, 2018**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government or First Nation.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2018 Nominating Committee are:

- Councillor Murry Krause, Immediate Past President, UBCM, Chair
- Councillor Gord Klassen, North Central Local Government Association
- Councillor Chad Eliason, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Councillor Jason Lum, Lower Mainland Local Government Association
- Director Mary Marcotte, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Tuesday July 31, 2018**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Convention Program for these times.

As with advance nominations, a candidate must be nominated by two elected officials from a UBCM member local government/First Nation.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Murry Krause
Chair, Nominating Committee
60-10551 Shellbridge Way
Richmond BC V6X 2W9

Chair email: murry_krause@telus.net
Chair tel: 250.561.2772 (home)

UBCM Contact:

Marie Crawford
General Manager, Richmond Operations

Email: mcrawford@ubcm.ca
Tel: 604-270-8226 ext. 104

1815/60/Call for Nominations-Items/Call for Nominations

1NOMINATIONS FOR THE 2018/2019 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____

Name: _____

Elected Position: _____

Elected Position: _____

Mun/RD/First Nation: _____

Mun/RD/First Nation: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 31, 2018** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____

Elected Position: _____

Mun/RD/First Nation: _____

Nominated for: _____

Signature: _____

Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca .

Submission Deadline: July 31, 2018

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].
 Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of January (2 days)
- 2nd or 3rd week of April (2-3 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a UBCM member delegate.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 31, 2018

Advance nominations close.

Following the July 31st advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS

Step 1 – Election of Table Officers

WEDNESDAY, SEPTEMBER 12

- 9:20 a.m. Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 a.m. Nominations from the floor for Table Officer positions.
- 1:45 p.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for Table Officer positions *(if there is an election)*.

THURSDAY, SEPTEMBER 13

- 8:00-9:00 a.m. Elections continue for Table Officer positions *(if there is an election)*.

Step 2 – Election of Remaining Executive Positions

THURSDAY, SEPTEMBER 13

- 8:30 a.m. Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:35 a.m. Nominations from the floor for the remaining Executive positions.
- 11:40 a.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for the remaining Executive positions *(if there is an election)*.

FRIDAY, SEPTEMBER 14

- 7:30-8:30 a.m. Elections continue for the remaining Executive positions *(if there is an election)*.

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

UBCM BYLAWS SECTIONS 2 TO 5

2. OFFICERS:

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives (“Vancouver Metro Area Representatives”) who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

(b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).

(c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;
 - encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;

- review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GVRD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
 - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;
 - Electoral Area Representative;
 - for the five positions of Director at Large; and
 - the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.
- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small

Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.

- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

June 1, 2018

Mayor Mike Richman
Village of Pemberton
Box 100
Pemberton, BC V0N 2L0

Dear Mayor Richman:

Re: 2018 Resolutions

UBCM confirms receipt of the attached resolution(s) endorsed by your Council and submitted directly to UBCM by the June 30 deadline.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2018 UBCM Convention in September.

Please feel free to contact Jamee Justason, Information & Resolutions Coordinator, if you have any questions about this process.

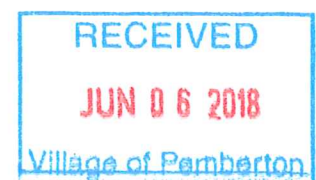
Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,



Director Wendy Booth
President

Enclosure



International Biodiversity Targets Commitment

Pemberton

Whereas the Canadian Government has committed to meeting the International Biodiversity Targets of protecting 17% of our land and inland waters and 10% of our ocean by 2020 through networks of protected areas and other effective area-based conservation measures;

And whereas a strong provincial parks system provides economic benefits in the forms of good jobs in urban and rural communities, economic impacts through visitor spending, tourism revenue and diversifying the economy, and ecosystem services in the forms of clean air, water, providing critical habitat for species-at-risk, and climate change adaptation:

Therefore be it resolved that UBCM request the Provincial Government to set aside dedicated funding for purposes of system expansion, ecological monitoring and research, and management planning to meet the quantitative and qualitative measures set out in the 2020 Biodiversity Goals and Targets for Canada.

Convention Decision:

June 1, 2018

Mayor Mike Richman
Village of Pemberton
Box 100
Pemberton, BC V0N 2L0

Dear Mayor Richman:

Re: 2018 Resolutions

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s) received endorsement at the LMLGA Spring 2018 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2018 UBCM Convention in September.

Please feel free to contact Jamee Justason, Information & Resolutions Coordinator, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,



Director Wendy Booth
President

Enclosure



Backcountry Tourism

Pemberton

Whereas the rapidly increasing popularity of adventure tourism is having adverse impacts to the natural environment, such as increased human/wildlife conflicts, the closures of popular destinations to unmanageable volume, garbage, and an increased risk of wildfire in remote areas:

Therefore be it resolved that the Province be requested to match the investment made in their Tourism Marketing with a commensurate investment in infrastructure, maintenance, enforcement, and staffing to assist in mitigating the resulting challenges of increased visitor volumes at local Provincial parks and other backcountry areas;

And be it further resolved that a trail booking and reservation system fee structure be developed to mitigate day-to-day impacts to the natural environment.

Convention Decision:

June 1, 2018

Mayor Mike Richman
Village of Pemberton
Box 100
Pemberton, BC V0N 2L0

Dear Mayor Richman:

Re: 2018 Resolutions

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s), as amended, received endorsement at the LMLGA Spring 2018 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2018 UBCM Convention in September.

Please feel free to contact Jamee Justason, Information & Resolutions Coordinator, if you have any questions about this process.

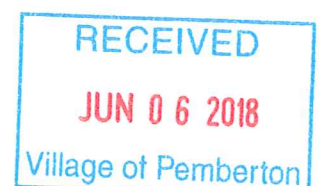
Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,



Director Wendy Booth
President

Enclosure



Implementation of the Cannabis Act

Pemberton

Whereas there has been a lack of communication to local governments regarding how the proposed Cannabis Act, once implemented, will directly impact local government's resources such as bylaw enforcement, policing costs, fire services, public health, licensing, municipal planning.

And whereas in order to offset costs, local governments need to be included in the distribution of tax revenues that will be generated as a result of legalization of cannabis through the proposed Cannabis Act.

Therefore be it resolved that the Provincial government be requested to consider **at least 50/50** tax share with local government.

And be it further resolved that Federal and Provincial governments engage in direct consultation with local governments to form a tax distribution framework.

Convention Decision:

OPEN QUESTION PERIOD POLICY

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

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

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

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

Date: June 12, 2018

To: Nikki Gilmore, Chief Administrative Officer

From: Sheena Fraser, Manager of Corporate & Legislative Services
Jill Brooksbank, Senior Communications Coordinator

Subject: Boundary Extension Background Report and Community Consultation Update

PURPOSE

The purpose of this report is to provide background on the proposed boundary extension process and present correspondence and submissions received from the public on this initiative.

BACKGROUND

In 2011, the Village completed a boundary extension that incorporated the Pemberton Creek Watershed, a portion of the Innergex Power House located at Rutherford Creek, lands south of Rutherford to the Pemberton Speedway and fourteen (14) properties located including the Hillside, First Nation Fee Simple lands and properties along Airport Road.

Upon completion of this boundary extension and in discussions with the Ministry of Community, Sport and Cultural Development (now the Ministry of Municipal Affairs and Housing), it was recommended that the Village consider boundary extension options to establish a contiguous boundary and incorporating those properties serviced by Village water (Pemberton North Water System users, properties along Highway 99 and any other outside boundary users) and possibly to align with the Fire Service Areas as established at that time.

In 2012, Council at that time, established the “*exploration of boundary extension alternatives that more accurately represent the ‘functional’ Pemberton community*” as a Strategic Priority which included conducting a cost-benefit study of different options.

In 2013, three options were developed for Council’s consideration which included a small extension to include the old Fire Protection Area; a second option to include Pemberton Meadows and the Independent Power Projects and a third option was to amalgamate with Electoral Area C to form a new District Municipality. As a result, Urban Systems was contracted to review governance restructures and review the options as noted above. Unfortunately, due to other priorities the boundary extension initiative was set aside; however, it did remain a Strategic Priority for Council.

In 2014, a new Council was elected and although the boundary extension initiative had been put on hold on the short-term, the new Council established that it would remain a Strategic Priority placing it as a top five priority in 2015 and this was reaffirmed in 2017 (see 2014, 2015, 2016 Annual Reports). As such, Staff continued to work with Urban Systems to review information

and further refine boundary extension options and engaged with Ministry Officials and other local jurisdictions with an aim to bring a final proposal forward in 2018 for Council's consideration and if supported, hold a referendum in conjunction with the local government general elections set for October 20, 2018.

DISCUSSION & COMMENTS

At the Regular Council Meeting No. 1467, held Tuesday, April 10, 2018, the Village's Consultant Dan Huang, from Urban Systems, presented the Boundary Extension Update Report which included a proposed boundary extension map, initial analysis and a community engagement timeline. At this meeting it was established that the proposed boundary extension area would include properties within the Pemberton North Water System (PNWS), east and west of the Industrial Park, Highway 99 – Harrow Road to Pemberton Farm Road East, and the balance of the Rutherford IPP and the Miller Creek IPP.

At that meeting the following resolution was passed:

Moved/Seconded

THAT Council receive the information presented on April 10, 2018 regarding the Village of Pemberton Boundary Extension Update;

AND THAT Council endorse the required analysis, community engagement, and process required for Council to make a decision regarding boundary extension at its May 29, 2018 meeting;

AND THAT the April 10, 2018 presentation be sent to the SLRD, Lil'wat Nation and Pemberton Valley Dyking District for information.

CARRIED

OPPOSED: Councillor Helmer

Moved/Seconded

THAT information respecting the financial impacts for the Village of the proposed boundary extension be brought forward at the Regular Council Meeting to be held on April 24th and prior to the Open House scheduled for April 25th.

CARRIED

With this direction, correspondence was sent to affected property owners and an initial Open House was scheduled for April 25, 2018 and a second Information Session was scheduled for May 15, 2018.

At the Regular Council Meeting No. 1468, held Tuesday, April 24, 2018, and the day before the initial Open House was held, Council was provided an update including an estimate of the tax impacts to property owners as well as the costs and revenues to the Village as a result of boundary extension. Also discussed was the requirement to make a formal request to the Ministry of Municipal Affairs and Housing for assistance which would enable the Village to engage with Ministry Staff on this initiative in particular with respect to roads (capital and maintenance). In this regard, the following resolution was passed:

Moved/Seconded

THAT Council receive the information presented on April 24, 2018 regarding the Village of Pemberton Boundary Extension Update;

AND THAT a formal request be sent to the Ministry of Municipal Affairs and Housing for assistance to review the proposed boundary extension in a timeline fashion, in order to align a potential referendum question with local government elections on October 20, 2018.

CARRIED

On April 25th the first Open House was held at Signal Hill Elementary School and attended by 67 residents.

At the Regular Meeting No. 1469, held Tuesday, May 8, 2018, Urban Systems provided an update to the Boundary Extension Report including revised annual net revenues to the Village, information related to the potential impacts to the SLRD, update to the potential property tax impacts to properties within the extension area and review of the feedback received on April 25th and since that time. This report was received by Council at that meeting.

On May 15, 2018 the second Open House (Information Session) was held at Signal Hill Elementary School which was attended by 66 residents.

Although it had been anticipated that the Boundary Extension Report would be brought forward for consideration by Council on May 29th, due to the addition of fourteen (14) properties east of the Industrial Park, time was needed to provide notification to those affected property owners and further work needed to be done to refine the potential impacts to the SLRD and net revenues to the Village and to consult with the Ministry of Transportation & Infrastructure regarding capital road costs. As such, the presentation was deferred to this meeting.

Since that time, as a result of the analysis that was completed, it was determined that it would be appropriate to remove several properties from the proposed boundary extension map. The properties removed include the fourteen (14) properties east of the Industrial Park added in May, the property immediately north of the Industrial Park and a property that is not serviced by the PNWS. As such, a revised map has been prepared and will be presented as part of the Boundary Extension Submission Report which closely reflects the original proposed area presented in April.

Community Feedback:

Throughout this process the Village encouraged residents in the affected area to provide their feedback to the Village through an on-line survey or in writing directly to the Village and to contact the Village with questions. Village Staff engaged in one on one conversation with six (6) property owners outside of the Open House and Public Information Sessions. In this regard, as at the preparation of this report, the Village has received four (4) submissions (one of which was presented to Council on May 29th) in opposition to the proposed boundary extension, attached as **Appendix A**.

One of the above noted submissions, which was received after the deadline for submissions but has been accepted for presentation, contains the signatures of 205 residents/owners who may be affected by the proposed boundary extension. This submission also includes the signatures of those property owners that submitted letters as well. Staff is unable to determine if all signatories noted are eligible voters and therefore able to vote in a Referendum should one be held.

The Village also received one submission from a property owner located in the area that has now been removed from consideration. This correspondence is included in **Appendix A** for information purposes.

With respect to the on-line survey, highlights are provided below:

- 22 people (updated from the May 8th Report to Council) completed feedback forms from the April 25th Meeting; 17 people completed the feedback forms from the May 17th Meeting
- 59% of the April 25th meeting survey respondents indicated that the information provided at the April 25th Open House was helpful; 36% said somewhat; 5% said it was not helpful.
- 50% of the May 15th meeting survey respondents indicated that the information provided at the May 15th was somewhat helpful; 38% said it was helpful; 13% said it was not helpful.
- 59% of the May 15th meeting survey respondents indicated that they had enough information to make an informed decision with respect to Boundary Extension

For a compilation of survey comments, please see **Appendix B**.

COMMUNICATIONS

As per the *Ministry Guidelines to Boundary Extension*, a municipality must undertake a consultation process to ensure those affect property owners in the proposed boundary extension area are made aware of the initiative and are consulted. As well, consultation with other local jurisdictions and affected stakeholders is required.

In order to fulfil this requirement the Village established a communications program that included correspondence sent to all property owners, two Open House/Information Sessions, issuance of an on-line survey to garner feedback, advertising and various stakeholder meetings.

The Village provided ongoing notification to the SLRD to keep them apprised of the timelines, the process and provided Council reports and presentation materials. The Pemberton Valley Dyking District was also provided notification of the boundary extension proposal.

Although the duty to consult with Lil'wat Nation remains at the Provincial level, Staff met with Senior Staff at Lil'wat Nation to review the proposed boundary extension catchment area and seek feedback, and provided ongoing updates on the timelines, the process and Council presentations.

For clarity, the communications timeline for this initiative is presented below:

April 13 th	Boundary Extension letters and meeting notification mailed to all affected property owners
April 16 th	Boundary Extension Open House Reminder posted on Facebook
April 16 th – April 26 th	Open House Roundabout Sign
April 18 th	Boundary Extension Open House Reminder posted on Facebook

Boundary Extension Open House Reminder posted on SLRD Facebook Page

April 19th Media Release Distributed Re: Council to Explore Boundary Extension Pique Ad for Boundary Extension Open House

April 20th Have Your Say Special Edition eNews for Boundary Extension Open House and Zoning/Sign Bylaws

April 24th Boundary Extension Open House Reminder Posted on Facebook

April 24th Facebook reminder for April 24th Council Meeting/Boundary Extension Presentation

April 25th Sandwich Board at Grocery Store
Open House held at Signal Hill Elementary School
Boundary Extension Open House Reminder Posting on SLRD Facebook Page and sandwich board placed in front of Signal Hill Elementary School for the day

April 26th April 25th Open House Storyboards and Feedback Forms uploaded to website and posted on Facebook

April 27th Meeting Attendees added to eNews Mailing List
Boundary Extension Calculator posted on website. Also posted on Facebook

April 30th – May 17th Open House Roundabout Sign

May 4th Save the Date Reminder for May 15th Open House posted on Facebook
Boundary Extension Open House Reminder in eNews

May 9th Notification of second Information Session/Open House mailed to affected property owners
FAQ & Presentation to Council uploaded to website
May 15th Open House Reminder and Updated Information Posted on Facebook

May 10th Boundary Extension Open House Posting on SLRD Facebook Page

May 10th Pique Ad for Boundary Extension Open House

May 12th – May 15th Mountain FM ads for May 15th Boundary Extension Open House

May 11th Boundary Extension Open House Reminder Posted on Facebook

May 14th Boundary Extension Open House Reminder & Agenda Posted on Facebook

May 15th Open House/Information Session held at Signal Hill Elementary School
Open House Reminder on SLRD Facebook Page and Sandwich Board located in front of Signal Hill Elementary School for the day

May 17th May 15th Boundary Extension Materials Uploaded to website and posted on Facebook

May 25th Meeting Attendees Added to eNews Mailing List
Boundary Extension Presentation Meeting Change Posted on Facebook
Boundary Extension Presentation Meeting Change in eNews
Boundary Extension Presentation Meeting Change posted on the SLRD Facebook

Of the April 25th meeting survey respondents, 50% of respondents said they heard about the meeting via the roundabout sign, and 50% said they heard about the meetings via the Boundary Extension Meeting Mailout.

Of the May 15th meeting survey respondents, 40% said that they heard about the Boundary Extension Meetings via the Boundary Extension Meeting Mailout, 33% said they heard about the Meeting by Word of Mouth and 27% said they heard about it via the Roundabout Sign.

LEGAL CONSIDERATIONS

There are no legal, legislative or regulatory considerations at this time.

IMPACT ON BUDGET & STAFFING

As noted above this initiative has been a priority for Council since 2012. As such, budget has been set aside each year to facilitate the work related to this project and engage a consultant. As well, this initiative has been incorporated into the work plans of the Office of the CAO, Corporate & Legislative Services and Operations and Development Services.

To date over a period of four (4) years approximately \$50,000 has been expended to facilitate the research, review and development of boundary extension proposal. As noted above, Staff time has been accounted for as part of the yearly work plan and has been easily accommodated within the budget each year. There will be further expenses, which are not determined at this time, incurred as a result of the work undertaken in 2018 and this has been accommodated in the 2018 budget.

Should Council choose to proceed with making a submission to the Ministry and a Referendum ordered by the Minister, Corporate & Legislative Services will facilitate the Vote as a component of the Local Government General Election process. If the Village were to hold a referendum separately from the general elections at a different time of year the costs to do so would be approximately \$15,000. As such, to hold a Referendum at the same time as a General Election is a cost savings to the Village.

INTERDEPARTMENTAL IMPACT & APPROVAL

This initiative has been facilitated by the Office of the CAO and supported by the Corporate & Legislative Services Department, the Operations & Development Services Department and the Finance and Administrative Services Department.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Should boundary extension proceed and be successful there will be impacts to the Squamish-Lillooet Regional District and those impacts are outlined in the Boundary Extension Proposal Report and will not be addressed in this report.

ALTERNATIVE OPTIONS

This report is being presented for information and therefore there are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

The exploration of boundary extension meets with Strategic Priority Good Governance.

RECOMMENDATIONS

THAT this report and the submissions attached to the report be received for information.

ATTACHMENTS:

Appendix A: Community Submissions
APPENDIX B: On-Line Survey Compilation

Submitted by:	Sheena Fraser, Manager of Corporate & Legislative Services Jill Brooksbank, Senior Communications Coordinator
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Form Submission Info

First Name: Alyssa

Last Name: Belter

Street Address: [REDACTED]

[REDACTED]

Town/City: Pemberton

Province: B.C.

Postal Code: V0N 2L0

Phone Number: [REDACTED]

Email: [REDACTED]

Please attach any related documents (if applicable):

Message to Mayor & Council: Dear Mayor Richman and Councilors Craddock, Helmer, Linklater & Ross, We are writing today to express our concerns over the proposed Village of Pemberton boundary extension and its potential impact on us as farmers. Our certified organic mixed vegetable farm on Pemberton Meadows Road is currently located in Area C of the SLRD but has been included in the boundary extension proposal. We have been farming for 8 years and agriculture is our livelihood. If our property joins the Village of Pemberton we will no longer receive the provincial tax exemption on our farmhouse and our property taxes will increase by nearly 40%. The construction of any new farm buildings will also require a building permit and, although we understand there is a simplified application for farmers, it still involves hiring a surveyor and providing technical drawings – all of which add cost, complexity and process. Such increases in costs and regulations will make it harder for our farm to remain competitive – especially considering that farms up the road in Area C will not be subject to the same treatment, putting us at a disadvantage. We strongly identify with the farming community in Area C and believe it is detrimental to divide Pemberton Valley farmers between two different jurisdictions. Lastly, we are concerned that a predominantly residential municipality will not have the resources or experience to address the unique challenges we face as farmers. The SLRD has a comprehensive agricultural area plan, an agricultural advisory committee and staff experienced with writing and implementing agricultural policy. We believe that if the proposed boundary extension is successful all of these factors will slowly undermine the viability of agricultural properties under your jurisdiction. We ask that you please address these issues before proceeding further with the proposed

boundary extension. Thank you for your consideration in this matter. Sincerely, Alyssa Belter & David Tanner

From: Anthony Chilton [mailto: [REDACTED]]
Sent: Sunday, June 3, 2018 9:49 PM
To: Sheena Fraser; Kim Chilton
Subject: VoP proposal to extend municipal boundary in Pemberton

To: Sheena Fraser, Village of Pemberton

From : Anthony Chilton and Kim Chilton

Property address : [REDACTED] [REDACTED]

This is to advise you / VoP that we are **opposed** to this proposal.
We do **NOT approve**.
We shall vote against this proposal at any referendum.

Please acknowledge this letter of opposition by return of email.

Yours truly

Anthony Chilton

--
AC

June 6, 2018

To Honorable Selina Robinson, SLRD Area C residents, SLRD, VOP Constituents, and VOP Mayor and Council,

This letter is in response to the Village of Pemberton's proposed Boundary Expansion. Over the last couple of months the Village of Pemberton has held two open house meetings with regards to the proposed boundary expansion. As some of you know this proposal will be presented to Mayor and Council at the June 12 Council Meeting. At this time Mayor and Council will decide if they will be moving forward with the proposal by submitting it to the Minister of Municipal Affairs and Housing. In reading the Minister's mandate and reviewing the information that was presented at the two open houses, it is clear to me that the Expansion will not comply with the Minister's Mandate. It will not provide Area C residents with any benefits, and it may reduce the current services that the Village area residents are receiving (for example: snow clearing). I believe the majority of the residents in Area C are opposed to this expansion based on the findings that taxes will be increased (\$650 on assessed home values of \$600,000) for equal or less services.

As is stated in the current governments' mandate the "governments job is to deliver leadership that works for ordinary people not just those at the top." Here are the three top priorities as outlined by the mandate:

"Our first commitment is to make life more affordable. Too many families were left behind for too long by the previous government. They are counting on you to do your part to make their lives easier.

Our second commitment is to deliver the services that people count on. Together, we can ensure that children get access to the quality public education they need to succeed, that families can get timely medical attention, and that our senior citizens are able to live their final years with dignity. These and other government services touch the lives of British Columbians every day. It is your job as minister to work within your budget to deliver quality services that are available and effective.

Our third key commitment is to build a strong, sustainable, innovative economy that works for everyone, not just the wealthy and the well-connected. Together, we are going to tackle poverty and inequality, create good-paying jobs in every corner of the province, and ensure people from every background have the opportunity to reach their full potential."

Expansion will not make life more affordable for Area C residents. Life will become less affordable in the following ways:

- 1) Taxes will increase
- 2) No extra service
- 3) Area C residents will have to spend more money on Village of Pemberton by-laws

Expansion will not make any difference to the access or quality of public education in our area. It might however, based on new zoning by-laws, make medical attention more difficult to obtain. We are lucky to

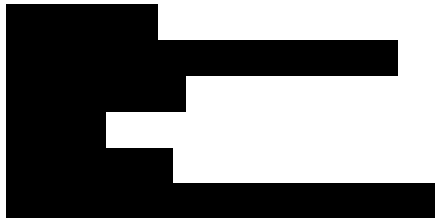
have doctors but I fear that with the new developments, for example the Ridge and Tiyata, wait times for services will inevitably increase. I would rather leave our tax dollars from IPP's to Victoria and lobby for a middle school, smaller class size, affordable housing, and senior's housing.

Taxes will increase with no benefit to the constituents of Area C. In fact Mayor Richman said at the second information session that "the roads will continue to be maintained at a rural standard." The current states of Area C roads are better than that of the Village of Pemberton.

The proposed expansion will not affect the lack of affordable housing in the area. With increased taxation comes increased costs to homeowners as well as increased rent for tenants. The cost of renting in Pemberton is already very high. It seems that this whole process will decrease equality amongst people in BC. Only the wealthy, well-connected, and privileged will be able to continue to live here. As for seniors, their financial ability to live their years with dignity will be diminished.

In conclusion I would like to mention that in my estimation the majority, 80-90%, of Area C residents that are eligible to vote on this matter, are strongly opposed to becoming part of the Village of Pemberton. "Unlike Municipalities, Regional Districts are required to match the benefits and costs of its services to the people that benefit from these services. In other words residents pay for the services they receive." I identify as an Area C resident and would like to continue paying my tax dollars to the SLRD.

Regards,
Ingrid Szoghy
Area C Resident



From: Dylan Labelle [mailto:]
Sent: Wednesday, June 6, 2018 1:16 PM
To: Sheena Fraser
Cc: Lisa Pedrini; Nikki Gilmore; Jill Brooksbank
Subject: Area C Resident PETITION - VOP Expansion plan - URGENT

Hello Sheena,

Thank you in advance for accepting this petition and presenting to council as part of the VERY important consultation process. The local community has spoken out against this plan in amazing fashion. Community volunteers have done an incredible job and the residents of Area C affected by this plan hope that council will consider this position as final word to abandon this initiative once and for all.

The most important detail that council needs to be aware of is that our team spoke to less than 10 residents that decided to abstain OR were in favour of the proposed VOP Expansion Plan. We decided to pause our efforts and submit the amount of signatures attached due to the overwhelming opposition to the Expansion Plan.

We have included the following.

1. Petition Template
2. Scanned copy of ALL Petition sheets and signatures
3. PDF and Excel version of Google doc confirming signatures WITH confirmed addresses = 205 in total
4. Resident info sheet

In addition to the confirmed signatures on the google doc, I would like to call out the following additional votes against the VOP Expansion plan - all within the proposed area.

- 6 votes w PO Box numbers only - please see petition sheets for names
- 2 votes below via email
- 6 votes where there are discrepancies between traditional numbered addresses vs address listed on your supplied document (eg. Spierings, Domanskis on Collins Road etc)

NOTE: If you need further clarification on these additional 14 votes against the initiative, please lmk.

Lastly, we will be submitting these documents and summary to the SLRD, Jordan Sturdy's office, and the Pique Newspaper.

As discussed on the phone, I will drop off hard copies of documents this evening when I return from Vancouver.

Thank you again Sheena for allowing this to be a part of the process.

See you next Tuesday.

On behalf of Area C residents and all the volunteers that helped with this initiative,

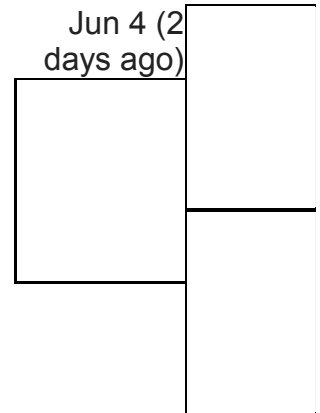
Sincerely,

Dylan Labelle

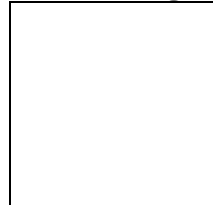
[Redacted]

Catherine Winder

Jun 4 (2 days ago)



to me, Craig



Hi Dylan,

Please be advised that we are opposed to the VOP Expansion into the village of Pemberton.

Sincerely,

Catherine Winder and Craig Berkey

[Redacted]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – Wednesday June 6, 2018

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature

Printed Name	Address	Owner or Renter	Date	Signature

STREET NO	UNIT/APT #	STREET NAME	SIGNATURE CONFIRMED	AGAINST	FOR	ABSTAIN	CANVASSER NAME	NOTES	LEGAL DESCRIPTION
7615		ANDERSON RD	1	1x					Lot 2, Plan KAP12944, District Lot 164, Lillooet Land District
7611		ANDERSON RD	2	2x			Nancy		Lot 3, Plan KAP12944, District Lot 164, Lillooet Land District
7614		ANDERSON RD	2	2x			Nancy		Lot 4, Plan KAP12944, District Lot 164, Lillooet Land District
7616	B	ANDERSON RD							Lot 5, Plan KAP12944, District Lot 164, Lillooet Land District
7618		ANDERSON RD	2	2			Susie		Lot A, Plan KAP76816, District Lot 166, Lillooet Land District
7617		ANDERSON RD							Lot 1, Plan KAP78465, District Lot 166, Lillooet Land District
7621		ANDERSON RD							Lot 2, Plan KAP78465, District Lot 166, Lillooet Land District
No #		ANDERSON RD							Lot 3, Plan KAP78465, District Lot 166, Lillooet Land District
7427		CLOVER RD	4	4x					Lot 1, Plan KAP883, District Lot 165, Lillooet Land District
7454		CLOVER RD							Plan KAP1923B, District Lot 204, Lillooet Land District, PT OF
7424		CLOVER RD	1	1			Nancy		Lot 1, Plan KAP5957, District Lot 204, Lillooet Land District
7402		CLOVER RD	1	1x			Clemens		Lot 2, Plan KAP5957, District Lot 204, Lillooet Land District, Except Plan 20993, & EXC PL 35687
7335		CLOVER RD	1	1x			Nancy		Lot 6, Plan KAP5957, District Lot 204, Lillooet Land District
7375		CLOVER RD	2	2x					Lot 6, Plan KAP11063, District Lot 204, Lillooet Land District
7395		CLOVER RD	2	2x					Lot 7, Plan KAP11063, District Lot 204, Lillooet Land District, EXC N 330 FT
7411		CLOVER RD							Lot 7, Plan KAP11063, District Lot 204, Lillooet Land District, N 330 FT OF,
7348		CLOVER RD							Lot 1, Plan KAP12831, District Lot 204, Lillooet Land District
7342		CLOVER RD							Lot 2, Plan KAP12831, District Lot 204, Lillooet Land District
7334		CLOVER RD	2	2x			Nancy		Lot 3, Plan KAP12831, District Lot 204, Lillooet Land District
7326		CLOVER RD	2	2x			Nancy		Lot 4, Plan KAP12831, District Lot 204, Lillooet Land District
7314		CLOVER RD	2	2			Nancy		Lot 5, Plan KAP12831, District Lot 204, Lillooet Land District
7306		CLOVER RD							Lot 6, Plan KAP12831, District Lot 204, Lillooet Land District
7294		CLOVER RD							Lot 9, Plan KAP5957, District Lot 205, Lillooet Land District
1422		COLLINS RD	2	2x			Dylan		Lot 40, Plan KAP883, District Lot 164, Lillooet Land District, PT OF, LYING N OF RAILWAY SRW AS SHOWN ON PL A20
1408		COLLINS RD	1	1x			Dylan		Lot 41, Plan KAP883, District Lot 164, Lillooet Land District, PT OF, LYING N OF RAILWAY SRW AS SHOWN ON PL A20
1400		COLLINS RD							Lot 42, Plan KAP883, District Lot 164, Lillooet Land District, & DL 165
1396		COLLINS RD							Lot 43, Plan KAP883, District Lot 164, Lillooet Land District, & DL 165
1380		COLLINS RD	4	4x			Dylan		Parcel A, Plan KAP883, District Lot 164, Lillooet Land District, (X266835), & DL 165
1360		COLLINS RD	2	2			Dylan		Lot 46, Plan KAP883, District Lot 164, Lillooet Land District, & DL 165
1354		COLLINS RD							Lot 47, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan H10996
1447		COLLINS RD	2	2x			Nancy		Lot 50, Plan KAP883, District Lot 164, Lillooet Land District
1431		COLLINS RD	1	1			Dylan		Lot 51, Plan KAP883, District Lot 164, Lillooet Land District
1427		COLLINS RD	4	4x			Dylan		Lot 52, Plan KAP883, District Lot 164, Lillooet Land District
1419		COLLINS RD							Lot 53, Plan KAP883, District Lot 164, Lillooet Land District
1401		COLLINS RD							Lot 54, Plan KAP883, District Lot 164, Lillooet Land District
1428		COLLINS RD							Lot A, Plan KAP22933, District Lot 164, Lillooet Land District
1432		COLLINS RD	2	2x			Dylan		Lot B, Plan KAP22933, District Lot 164, Lillooet Land District
1436		COLLINS RD	2	2x			Dylan		Lot C, Plan KAP22933, District Lot 164, Lillooet Land District
1337		COLLINS RD	2				Nancy		Lot 1, Plan KAP30354, District Lot 164, Lillooet Land District
1556		FRASER RD	3	3x			Nancy		Lot 2, Plan KAP883, District Lot 165, Lillooet Land District
1544		FRASER RD	2	2x			Nancy		Lot 3, Plan KAP883, District Lot 165, Lillooet Land District
1530		FRASER RD	1	1x			Nancy		Lot 4, Plan KAP883, District Lot 165, Lillooet Land District
1516		FRASER RD	2	2x			Nancy		Lot 5, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514
1470		FRASER RD							Lot 10, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514
1561		FRASER RD							Lot 13, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan CG160
1553		FRASER RD							Lot 14, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan CG160
1537		FRASER RD							Lot 15, Plan KAP883, District Lot 165, Lillooet Land District
1531		FRASER RD							Lot 16, Plan KAP883, District Lot 165, Lillooet Land District
1527		FRASER RD							Lot 17, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3325
1507		FRASER RD	1	1x					
1517		FRASER RD							Lot 18, Plan KAP883, District Lot 165, Lillooet Land District
1527		FRASER RD							Lot 17, Plan KAP883, District Lot 165, Lillooet Land District, PT OF, SHOWN ON PL B3325
7416		HARROW RD	1	1x			Nancy		Lot 6, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514

7438		HARROW RD	1	1x		Nancy		Lot 7, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514
7421		HARROW RD						Lot 9, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514, & EXC KAP62496
7370		HARROW RD	1	1x				Lot 4, Plan KAP5957, District Lot 203, Lillooet Land District
1500		HIGHWAY 99						Lot 5, Plan KAP5957, District Lot 203, Lillooet Land District
1531		HIGHWAY 99	2	2x		Nancy		Lot 1, Plan KAP11063, District Lot 204, Lillooet Land District
1533		HIGHWAY 99						Lot 2, Plan KAP11063, District Lot 204, Lillooet Land District
1543		HIGHWAY 99	2	2x		Nancy		Lot 4, Plan KAP11063, District Lot 204, Lillooet Land District
1549		HIGHWAY 99	4	4x		Nancy		Lot 5, Plan KAP11063, District Lot 204, Lillooet Land District
1647		HIGHWAY 99						Lot A, Plan KAP20993, District Lot 204, Lillooet Land District, Except Plan 35687
1641		HIGHWAY 99	1	1x			Need spouse to sign	Lot B, Plan KAP20993, District Lot 204, Lillooet Land District, Except Plan 35687
1633		HIGHWAY 99	1	1x		Clemens	Spouse to sign or renters?	Lot C, Plan KAP20993, District Lot 204, Lillooet Land District, Except Plan 35687
1625		HIGHWAY 99	1	1x		Nancy		Lot D, Plan KAP20993, District Lot 204, Lillooet Land District, Except Plan 35687
1911		HIGHWAY 99						Lot 12, Plan KAP1241, District Lot 210, Lillooet Land District
1865		HIGHWAY 99						Lot A, Plan KAP20157, District Lot 210, Lillooet Land District, PT OF, LYING N OF THE RD
1873		HIGHWAY 99						Lot B, Plan KAP20157, District Lot 210, Lillooet Land District
1850		HIGHWAY 99	1	1x			Clemens	Lot A, Plan KAP39509, District Lot 211, Lillooet Land District
1830		HIGHWAY 99						Lot B, Plan KAP39509, District Lot 211, Lillooet Land District
1708		HIGHWAY 99	2	2x		Clemens		Lot 1, Plan KAP20878, District Lot 211, Lillooet Land District
1710		HIGHWAY 99	1	1x		Clemens		Lot 2, Plan KAP20878, District Lot 211, Lillooet Land District
1716		HIGHWAY 99	2	2		Clemens		Lot A, Plan KAP22732, District Lot 211, Lillooet Land District
1718		HIGHWAY 99						Lot B, Plan KAP22732, District Lot 211, Lillooet Land District
1720		HIGHWAY 99	1	1x				Lot C, Plan KAP22732, District Lot 211, Lillooet Land District
1712		HIGHWAY 99	2	2x		Clemens		Lot A, Plan KAP22733, District Lot 211, Lillooet Land District
1714		HIGHWAY 99	2	2x		Clemens		Lot B, Plan KAP22733, District Lot 211, Lillooet Land District
1888	B	HIGHWAY 99						Lot A, Plan EPP68874, District Lot 214, Lillooet Land District
1539		HIGHWAY 99 N						Lot 3, Plan KAP11063, District Lot 204, Lillooet Land District
1901		HIGHWAY 99 N						Lot 13, Plan KAP1241, District Lot 210, Lillooet Land District, Except Plan 42491
1985		HIGHWAY 99 N	2	2x		Clemens		Lot 2, Plan KAP8790, District Lot 210, Lillooet Land District
2009		HIGHWAY 99 N						Lot 5, Plan KAP8790, District Lot 210, Lillooet Land District
1995		HIGHWAY 99 N						Lot A, Plan KAP9757, District Lot 210, Lillooet Land District
1999		HIGHWAY 99 N						Lot B, Plan VAP9757, District Lot 210, Lillooet Land District, FORMERLT PT LOT 3 PL 8790
2003		HIGHWAY 99 N						Lot C, Plan KAP9757, District Lot 210, Lillooet Land District
2005		HIGHWAY 99 N						Lot D, Plan KAP9757, District Lot 210, Lillooet Land District
1987		HIGHWAY 99 N	2	2x		Clemens		Lot 1, Plan KAP45555, District Lot 210, Lillooet Land District
1993		HIGHWAY 99 N	2	2x		Clemens		Lot 2, Plan KAP45555, District Lot 210, Lillooet Land District
1975		HIGHWAY 99 N						Lot 1, Plan KAP12951, District Lot 210, Lillooet Land District
1864		HIGHWAY 99 N	2	2x				Lot A, Plan KAP20157, District Lot 210, Lillooet Land District, EXC PT LYING N OF THE RD
2024		HIGHWAY 99 N						Lot F, Plan KAP9639, District Lot 209, Lillooet Land District
2020		HIGHWAY 99 N						Lot A, Plan KAP12719, District Lot 209, Lillooet Land District, & DL 210
2012		HIGHWAY 99 N						Lot B, Plan KAP12719, District Lot 209, Lillooet Land District, & DL 210
2008		HIGHWAY 99 N						Lot C, Plan KAP12719, District Lot 210, Lillooet Land District
2037		HIGHWAY 99 N						Lot B, Plan KAP35172, District Lot 209, Lillooet Land District
2027		HIGHWAY 99 N						Lot E, Plan KAP9639, District Lot 209, Lillooet Land District
2021		HIGHWAY 99 N						Lot G, Plan KAP9639, District Lot 209, Lillooet Land District
No #		HIGHWAY 99 N						Block A, Part SW1/4, District Lot 209, Lillooet Land District, Except Plan 5959, (PL B4086), & EXC PL 7170, 8847 & 9639
No #		HIGHWAY 99 N						Lot D, Plan KAP9639, District Lot 209, Lillooet Land District
2066/2062		HIGHWAY 99 N	2	2x		Dylan		Lot A, Plan KAP5959, District Lot 209, Lillooet Land District
2050		HIGHWAY 99 N						Lot A, Plan KAP35172, District Lot 209, Lillooet Land District
2032		HIGHWAY 99 N						Lot C, Plan KAP9639, District Lot 209, Lillooet Land District
2028		HIGHWAY 99 N						Lot B, Plan KAP9639, District Lot 209, Lillooet Land District
2026		HIGHWAY 99 N						Lot A, Plan KAP9639, District Lot 209, Lillooet Land District
7370		INDUSTRIAL WAY						Part W1/2 of NE1/4, District Lot 210, Lillooet Land District, Except Plan A21 5671
7312		MACRAE RD	4	4		Dylan		Lot 11, Plan KAP1241, District Lot 210, Lillooet Land District
No #		NEAR ONE MILE LAKE						Lot 1, Plan KAP14617, District Lot 203, Lillooet Land District

							Lot 8, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514, & EXC PL CG601 Lot 8, Plan KAP883, District Lot 165, Lillooet Land District, PT OF, OUTLINED RED ON PL CG601
		no Civic Address					Lot 9, Plan KAP883, District Lot 165, Lillooet Land District, PT OF, SHOWN ON PL B3514
		no Civic Address					Lot 11, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514
		No Civic Address					Lot 19, Plan KAP883, District Lot 165, Lillooet Land District
		No Civic Address					Lot 20, District Lot 165, Lillooet Land District
		No Civic Address					Lot 40, Plan KAP883, District Lot 164, Lillooet Land District, PT OF, LYING S OF PL A20, & DL 165
		No Civic Address					Lot 1, Plan KAP12995, District Lot 165, Lillooet Land District
		No Civic Address					Lot B, Plan KAP13622, District Lot 164, Lillooet Land District
		No Civic Address					Lot 1, Plan VAP14408, District Lot 203, Lillooet Land District
		No Civic Address					Lot 9, Plan KAP1241, District Lot 210, Lillooet Land District, Except Plan A 21
		No Civic Address					Lot 10, Plan KAP1241, District Lot 210, Lillooet Land District
7554		OBERSON RD					Lot 55, Plan KAP883, District Lot 164, Lillooet Land District
7567		OBERSON RD					Lot 61, Plan KAP883, District Lot 164, Lillooet Land District
7569		OBERSON RD	2	2			Lot B, Plan KAP19460, District Lot 164, Lillooet Land District
7564		OBERSON RD					Lot B, Plan KAP23609, District Lot 164, Lillooet Land District
7558		OBERSON RD					Lot C, Plan KAP23609, District Lot 164, Lillooet Land District
7555		OBERSON RD	1	1			Lot B, Plan KAP24073, District Lot 164, Lillooet Land District
7547		OBERSON RD	1	1x		Nancy	Lot C, Plan KAP24073, District Lot 164, Lillooet Land District
1354		PEMBERTON FARM RD	2	2x		Clemens	Lot 1, Plan KAP14712, District Lot 164, Lillooet Land District, Except Plan 42450
1356		PEMBERTON FARM RD	2	2x		Clemens	Lot 3, Plan KAP14712, District Lot 164, Lillooet Land District
1406		PEMBERTON FARM RD W	1	1		Nancy	Lot A, Plan KAP90698, District Lot 164, Lillooet Land District
1408		PEMBERTON FARM RD W					Lot B, Plan KAP90698, District Lot 164, Lillooet Land District
1398		PEMBERTON FARM RD W					Lot A, Plan KAP47073, District Lot 164, Lillooet Land District
1400		PEMBERTON FARM RD W					Lot B, Plan KAP47073, District Lot 164, Lillooet Land District
1402		PEMBERTON FARM RD W					Lot A, Plan KAP55642, District Lot 164, Lillooet Land District, EP #KAP55643
1404		PEMBERTON FARM RD W					Lot B, Plan KAP55642, District Lot 164, Lillooet Land District, EP #KAP55643
1351		PEMBERTON FARM RD W	1	1x		Clemens	Lot 75, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan B7141, AMD (DD 241288F), & EXC PL 11665, 13622 & 20741
1407		PEMBERTON FARM RD W	2	2		Nancy	Lot 1, Plan KAP11665, District Lot 164, Lillooet Land District
1399		PEMBERTON FARM RD W	2	2			Lot 2, Plan KAP11665, District Lot 164, Lillooet Land District
1426		PEMBERTON FARM RD W					Lot 76, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan 39538
1428		PEMBERTON FARM RD W	3	3			Lot A, Plan KAP39538, District Lot 164, Lillooet Land District
1360		PEMBERTON FARM RD W	1	1			Lot 4, Plan KAP14712, District Lot 164, Lillooet Land District
1410		PEMBERTON FARM RD W					Lot A, Plan KAP17302, District Lot 164, Lillooet Land District
1416		PEMBERTON FARM RD W					Lot 1, Plan KAP50973, District Lot 164, Lillooet Land District
1414		PEMBERTON FARM RD W	2	2		Nancy	Lot 2, Plan KAP50973, District Lot 164, Lillooet Land District
1368		PEMBERTON FARM RD W					Lot A, Plan KAP19460, District Lot 164, Lillooet Land District
1392		PEMBERTON FARM RD W					Lot A, Plan KAP23609, District Lot 164, Lillooet Land District
7549		PEMBERTON MEADOWS RD	2	2x			Lot 58, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan 30354, & EXC PL H10996
7566		PEMBERTON MEADOWS RD	3	3x		Nancy	Lot 60, Plan KAP883, District Lot 164, Lillooet Land District
7574		PEMBERTON MEADOWS RD	1	1x		Nancy	Lot 65, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan H10996
7576		PEMBERTON MEADOWS RD	2	2x		Nancy	farm status
7605		PEMBERTON MEADOWS RD					Lot 68, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan H10996
7607		PEMBERTON MEADOWS RD					Lot 71, Plan KAP883, District Lot 164, Lillooet Land District
7609		PEMBERTON MEADOWS RD	2	2x		Nancy	farm status
7611		PEMBERTON MEADOWS RD	2	2x		Nancy	farm status
7603		PEMBERTON MEADOWS RD	2	2x		Nancy	Lot 72, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan KAP48338
7601		PEMBERTON MEADOWS RD	1	1x		Nancy	Lot 73, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan 42819
7597		PEMBERTON MEADOWS RD	2	2x		Nancy	Lot 74, Plan KAP883, District Lot 164, Lillooet Land District
7614		PEMBERTON MEADOWS RD	2	2x			Lot 1, Plan KAP12553, District Lot 164, Lillooet Land District, Except Plan KAP44730
7610		PEMBERTON MEADOWS RD	2	2x		Nancy	Lot 4, Plan KAP12553, District Lot 164, Lillooet Land District, Except Plan 42451
7588		PEMBERTON MEADOWS RD					Lot 11, Plan KAP12553, District Lot 164, Lillooet Land District
7606		PEMBERTON MEADOWS RD	1	1x		Clemens	Lot 1, Plan KAP12944, District Lot 164, Lillooet Land District
7604		PEMBERTON MEADOWS RD	2	2x		Nancy	Lot A, Plan KAP13622, District Lot 164, Lillooet Land District
							Lot 2, Plan KAP14712, District Lot 164, Lillooet Land District
							Lot 2, Plan KAP20741, District Lot 164, Lillooet Land District
							Lot A, Plan KAP77621, District Lot 164, Lillooet Land District

7604B		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot B, Plan KAP77621, District Lot 164, Lillooet Land District
7602		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot A, Plan KAP43555, District Lot 164, Lillooet Land District
7600		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot B, Plan KAP43555, District Lot 164, Lillooet Land District
No #		PEMBERTON MEADOWS RD						Lot 1, Plan EPP30329, District Lot 164, Lillooet Land District
7608		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot 2, Plan EPP30329, District Lot 164, Lillooet Land District
7591		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot 1, Plan KAP20928, District Lot 164, Lillooet Land District
7587		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot 2, Plan KAP20928, District Lot 164, Lillooet Land District
7550		PEMBERTON MEADOWS RD						Lot A, Plan KAP24073, District Lot 164, Lillooet Land District
7548		PEMBERTON MEADOWS RD	2	2x		Dylan		Lot D, Plan KAP24073, District Lot 164, Lillooet Land District
7557		PEMBERTON MEADOWS RD						Lot A, Plan KAP28917, District Lot 164, Lillooet Land District
7640		PEMBERTON MEADOWS RD						Lot 7, Plan KAP1132, District Lot 166, Lillooet Land District, Except Plan 20267, & EXC PL H10996
7632		PEMBERTON MEADOWS RD	2	2				Lot 2, Plan KAP16213, District Lot 166, Lillooet Land District
7628		PEMBERTON MEADOWS RD	3	3		Nancy		Lot 1, Plan KAP22328, District Lot 166, Lillooet Land District
7624		PEMBERTON MEADOWS RD	2	2				Lot 2, Plan KAP22328, District Lot 166, Lillooet Land District
7620		PEMBERTON MEADOWS RD						Lot 3, Plan KAP22328, District Lot 166, Lillooet Land District
7616		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot 4, Plan KAP22328, District Lot 166, Lillooet Land District
No #		PEMBERTON MEADOWS RD						Lot 1, Plan KAP23735, District Lot 166, Lillooet Land District
7617		PEMBERTON MEADOWS RD						Lot 2, Plan KAP23735, District Lot 166, Lillooet Land District, 08748 KIA ORA Manufactured Home Park,
7634		PEMBERTON MEADOWS RD	2	2x		Nancy		Lot 1, Plan KAP43763, District Lot 166, Lillooet Land District
7636		PEMBERTON MEADOWS RD	3	3		Nancy		Lot 2, Plan KAP43763, District Lot 166, Lillooet Land District
7615		PEMBERTON MEADOWS RD						District Lot 201, Lillooet Land District, THAT PT OF DL 201 SHOWN COLOURED RED ON PL DD18451F
7631		PEMBERTON MEADOWS RD						Lot 8, Plan KAP1132, District Lot 166, Lillooet Land District, Except Plan 11140, & EXC PL 23735 & H10996
7686		PEMBERTON MEADOWS RD						Lot A, Plan KAP11140, District Lot 166, Lillooet Land District, AMD
Kia Ora Court Mobile Home Park								
7617	1	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	2	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	3	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	4	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	5	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	6	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	7	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	8	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	9	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	10	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	11	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	12	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	13	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	14	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	15	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	16	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	17	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	18	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	19	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	20	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	21	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	22	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	23	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	24	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	25	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	26	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	27	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	28	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	29	PEMBERTON MEADOWS RD						Lillooet Land District, 08748 KIA ORA Manufactured Home Park
7617	31	PEMBERTON MEADOWS RD	1	1		Susie		Lillooet Land District, 08748 KIA ORA Manufactured Home Park

No #	PORTAGE RD	1	1x		Dylan		Lot 1, Plan KAP8790, District Lot 210, Lillooet Land District, Except Plan 12951
1691	SEA TO SKY HWY						District Lot 213, Lillooet Land District, Except Plan 35687 & RP 36085
2015	SEA TO SKY HWY 99						Plan KAP1241, Part S1/2, District Lot 210, Lillooet Land District, PT, LYING E OF, EXC (1) PT ON PL A21,B4794 & B6610, & (2) PL 7170 & 8790
7578	TAYLOR RD	1	1x		Clemens		Lot 1, Plan KAP12550, District Lot 164, Lillooet Land District
7580	TAYLOR RD						Lot 2, Plan KAP12550, District Lot 164, Lillooet Land District
7582	TAYLOR RD						Lot 3, Plan KAP12550, District Lot 164, Lillooet Land District
7584	TAYLOR RD	1	1x		Clemens		Lot 4, Plan KAP12550, District Lot 164, Lillooet Land District
7585	TAYLOR RD	2	2x		Clemens		Lot 5, Plan KAP12550, District Lot 164, Lillooet Land District
7577	TAYLOR RD						Lot 2, Plan KAP81061, District Lot 164, Lillooet Land District
7573	TAYLOR RD	2	2x		Nancy		Lot 3, Plan KAP81061, District Lot 164, Lillooet Land District
7581	TAYLOR RD						Lot A, Plan EPP43369, District Lot 164, Lillooet Land District
7581	TAYLOR RD						Lot B, Plan EPP43369, District Lot 164, Lillooet Land District
7597	TAYLOR RD						Lot 2, Plan KAP12553, District Lot 164, Lillooet Land District
7596	TAYLOR RD	2	2x		Clemens		Lot 3, Plan KAP12553, District Lot 164, Lillooet Land District
7595	TAYLOR RD						Lot 5, Plan KAP12553, District Lot 164, Lillooet Land District
7593	TAYLOR RD	2	2x		Clemens		Lot 6, Plan KAP12553, District Lot 164, Lillooet Land District
7589	TAYLOR RD	1	1x		Nancy		Lot 7, Plan KAP12553, District Lot 164, Lillooet Land District
7588	TAYLOR RD	1	1x		Nancy	Need other spouse signature.	Lot 8, Plan KAP12553, District Lot 164, Lillooet Land District
7590	TAYLOR RD	1	1x		Clemens		Lot 9, Plan KAP12553, District Lot 164, Lillooet Land District
7592	TAYLOR RD	2	2x		Nancy		Lot 10, Plan KAP12553, District Lot 164, Lillooet Land District
7454	URDAL RD	1	1x		Nancy		Lot 12, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3514, & EXC PL 23600
	URDAL RD	1	1x		Nancy		Lot 23, Plan KAP883, District Lot 165, Lillooet Land District
7478	URDAL RD	2	2x		Nancy	Need second signature of spouse	Lot 24, Plan KAP883, District Lot 164, Lillooet Land District, Except Plan 21646
7481	URDAL RD						Lot 31, Plan VAP883, District Lot 165, Lillooet Land District, Except Plan A20 IN RED
7491	URDAL RD						Lot 32, Plan KAP883, District Lot 165, Lillooet Land District, EXC PT SHOWN RED ON PL A20
7497	URDAL RD	2	2x		Nancy		Lot 33, Plan KAP883, District Lot 164, Lillooet Land District, EXC PT THEREOF COLOURED RED ON PL A20
7500	URDAL RD	2	2x		Nancy		Lot 2, Plan KAP64080, District Lot 164, Lillooet Land District
7522	URDAL RD	1	1x		Dylan		Lot A, Plan KAP80640, District Lot 164, Lillooet Land District, KAP80640 IS A REF PL OF LOT 1 KAP64080 & ACCRETED LAND BEING PT OF THE BED OF LILLOOET RIVER
7507	URDAL RD	2	2x		Nancy		Lot 35, Plan KAP883, District Lot 164, Lillooet Land District
7517	URDAL RD	2	2x		Nancy		Lot 36, Plan KAP883, District Lot 164, Lillooet Land District
7536	URDAL RD						Lot 38, Plan KAP883, District Lot 164, Lillooet Land District
7495	URDAL RD						Lot 41, Plan KAP883, District Lot 164, Lillooet Land District, PT OF, LYING S OF PL A20, & DL 165
7490	URDAL RD	1	1x		Nancy		Lot A, Plan KAP21646, District Lot 164, Lillooet Land District, & DL 165
7531	URDAL RD	1	1x		Dylan		Lot D, Plan KAP22933, District Lot 164, Lillooet Land District
7416	URDAL RD	1	1x		Nancy		Lot 1, Plan KAP46367, District Lot 165, Lillooet Land District,
	TOTALS Signatures	205					

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council — ~~Tuesday~~ **2018** moved to June 12,
 Wed JUNE 6, 5:30pm

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ CHRISTINA STAELI	[REDACTED]	OWNER	May 29/18	[Signature]
✓ Michelle Staehli	[REDACTED]	owner	May 29/18	[Signature]
✓ Valerie Megoney	[REDACTED]	owner	May 29/18	V. Megoney
Allison Megoney	[REDACTED]	co-owner	May 29/18	[Signature]
✓ Audrey Lambrecht	[REDACTED]	owner	May 29/18	[Signature]
✓ Pat LeBlanc	[REDACTED]	owner	May 29/18	P. LeBlanc
✓ Russell McNulty	[REDACTED]	owner	May 29/18	R McNulty
Dave Calanovic	[REDACTED]	owner	May 29/18	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – **Tuesday May 29, 2018**

Wed June 6

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
Anna Crawford	[REDACTED]	Owner	May 25	[Signature]
Paul Jones	[REDACTED]	Resident	May 25	Paul Jones
Richard Crawford	[REDACTED]	Resident	May 25	[Signature]
Mary Crawford	[REDACTED]	Resident	May 25	Mary Crawford
LIZ KOVICS	[REDACTED]	OWNER	JUNE 2	[Signature]
Kimberley Jones	[REDACTED]	owner	June 2	[Signature]
Dylan Labelle	[REDACTED]	OWNER	June	[Signature]
Riley Johnson	[REDACTED]	Resident	June 2	Riley Johnson
Mitchelle Leroux	[REDACTED]	Resident	June 2	[Signature]
Mike Gehrman	[REDACTED]	Resident Owner ^{Att.}	June 2	[Signature]
BETH A. DEES GERMAN	[REDACTED]	Owner	6/2/2018	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – ~~Tuesday May 29, 2018~~

Wed June 6

Petition Summary and Background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Tracey Cruz	[REDACTED]	owner	May 31/18	<i>Tracey Cruz</i>
✓ Ernesto Cruz	[REDACTED]	owner	May 31/18	<i>Ernesto Cruz</i>
✓ Frances Dickinson	[REDACTED]	owner	June 3/18	<i>Frances Dickinson</i>
✓ LEIF STAMRT	[REDACTED]	owner	JUNE 3/18	<i>Leif Stamrt</i>
✓ DEAN OBERSON	[REDACTED]	OWNER	JUNE 03/18	<i>Dean Oberson</i>
✓ KAREN HOWE	[REDACTED]	OWNER.	JUNE 3/18	<i>Karen Howe</i>

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

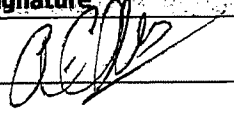
Presented to VOP Council – **Tuesday May 29, 2018**

Wed June 6

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Denise Beering	[REDACTED]	renter	June 3	<i>Denise Beering</i>
✓ JID HARE	[REDACTED]	OWNER	JUNE 3	<i>JID HARE</i>
✓ Sharon Hare	[REDACTED]	OWNER	JUNE 3	<i>Sharon Hare</i>
✓ JEFF CUMMINS	[REDACTED]	owner	June 3	<i>Jeff Cummins</i>
✓ ANNIKKA SNOW	[REDACTED]	OWNER	JUNE 3	<i>Annikka Snow</i>
✓ MITCH HUNTER	[REDACTED]	OWNER	JUNE 3	<i>Mitch Hunter</i>
✓ Dawn Hunter	[REDACTED]	Owner	June 3	<i>Dawn Hunter</i>

Printed Name	Address	Owner or Renter	Date	Signature
Peter von der Posten	[REDACTED]	Owner	3 June 2018	[Signature]
Dennis Taylor	[REDACTED]	Owner	June 2/18	[Signature]
Shireen Sumariwalla	[REDACTED]	Currie Owner	Jun 2/18	[Signature]
Jesse Fromowitz	[REDACTED]	Currie, Owner	June 2/18	[Signature]
ADAM McMURCHY	[REDACTED]	OWNER	JUNE 4/18	[Signature]
Kim Robinson	[REDACTED]	owner	June 4/18	[Signature]
PAUL BUNCOM	[REDACTED]	"	"	[Signature]
Monica Doran	[REDACTED]	owner	"	[Signature]
JULIE SWEET	[REDACTED]	renter	June 2/18	[Signature]
Andree Finnigan & Boyd Lamoureux	[REDACTED]	owner	June 3/18	[Signature]
Boyd Lamoureux	[REDACTED]	Owner	June 4/18	[Signature]
Wendy Taylor	[REDACTED]	owner	June 3/18	[Signature]
Kevin Pampskie	[REDACTED]	owner	June 3/18	[Signature]
Heslie Glasgow	[REDACTED]	owner	June 3/18	[Signature]
Tyler Schramm	[REDACTED]	owner	June 3/2018	[Signature]
LORIEN SCHRAMM	[REDACTED]	OWNER	JUNE 3/2018	[Signature]
KIM CHILTON	[REDACTED]	OWNER	JUNE 3/2018	[Signature]

Printed Name	Address	Owner or Renter	Date	Signature
ANTHONY CHILLOW	[REDACTED]	OWNER	3 JUN 2018	

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Wed JUNE 12

Presented to VOP Council – Tuesday May 29, 2018

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Taylor Aiton	[REDACTED]	Renter	June 4/18	[Signature]
✓ Chantel Peachey	[REDACTED]	Renter	June 4/18	[Signature]
✓ Sonya Jaskal	[REDACTED]	Renter	June 4/18	[Signature]
✓ NICK VAGELAPS	[REDACTED]	owner	June 4/18	[Signature]
✓ BROOKE BROWNING	[REDACTED]	owner	June 4	[Signature]
✓ TOM CARNEY	[REDACTED]	owner	June 4	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Week JUNE 12

Presented to VOP Council — Tuesday May 29, 2018

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ KERRY MEYERS	[REDACTED]	OWNER	June 4 2018	K. Meyers
✓ Connie Goodney	[REDACTED]	owner	June 4/18	C Goodney
✓ James Goodney	[REDACTED]	owner	June 4/18	J Goodney
✓ DARLENE NORTHLEY	[REDACTED]	OWNER	06/04/18	D Northley
✓ KAREL FOTCH	[REDACTED]	owner	June 04/18	K Fotch
✓ ANETTE HEILEMANN	[REDACTED]	OWNER	JUNE 4/18	A Heilemann
✓ PETE VIZIE	[REDACTED]	OWNER	JUNE 4/18	Pete Vizie
✓ Paul Maloney	[REDACTED]	OWNER	June 4/18	Paul Maloney
✓ Leah Noble	[REDACTED]	renter (future owner)	June 4/18	L Noble
✓ Molly Heringa	[REDACTED]	owner	June 4/18	Molly Heringa
✓ Leah Aston	[REDACTED]	owner	June 4/18	Leah Aston

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

wed

Presented to VOP Council – Tuesday May 29, 2018

JUNE 6 2018

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Kristyn Zakall	[REDACTED]	Renter	May 28 2018	Kristyn Zakall
✓ Dave Achtemichuk	[REDACTED]	Owner	May 28 2018	Dave A.
✓ AUDREY OBERSON	[REDACTED]	OWNER	MAY 28/18	Audrey G. Oberson
✓ Mike Dymus	[REDACTED]	OWNER	May 25/18	[Signature]
✓ Sabrina Dymus	[REDACTED]	owner	May 28/18	[Signature]
✓ Cherie LeBlanc	[REDACTED]	owner	May 29/18	[Signature]
<i>Duplicate remove</i> ✓ Jay LeBlanc	[REDACTED]	Owner	May 29/18	[Signature]
✓ [Signature]	[REDACTED]	Rent	May 29/18	[Signature]
✓ Amanda Walker	[REDACTED]	Rent	May 30/18	[Signature]
✓ PCARSON	[REDACTED]	Rent	May 31/18	Flara
✓ G. GIGUERE	[REDACTED]	Rent	May 31/18	[Signature]

Printed Name	Address	Owner or Renter	Date	Signature
✓ BRUCE PARSON	[REDACTED]	OWNER	MON 3	[Signature]
✓ Kevin Arnold	[REDACTED]	OWNER	JUNE 2	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – Tuesday May 29, 2018

Wed June 6

The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan

We, the undersigned, are concerned citizens who urge our leaders to act now to **OPPOSE the VOP Boundary Expansion Plan** and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Signature	Name	Address	Owner or Renter	Date	Signature
✓	Codie Johnston	[REDACTED]	Owner	May 25/18	<i>[Signature]</i>
✓	Rick Johnston	[REDACTED]	Owner	4/25/18	<i>[Signature]</i>
✓	SCOTT GILLIS	[REDACTED]	owner	MAY 25	<i>[Signature]</i>
✓	Christine D'Amico	[REDACTED]	OWNER	MAY 25	<i>[Signature]</i>
✓	Fergus Walther	[REDACTED]	Owner	May 25	<i>[Signature]</i>
✓	Linda Walther	[REDACTED]	Owner	May 25	<i>[Signature]</i>
✓	Doug Lerdal	[REDACTED]	owner	May 25	<i>[Signature]</i>
?	✓ LUCY WILD	[REDACTED]	OWNER	"	<i>[Signature]</i>
?	✓ FRANCIS COTE	[REDACTED]	OWNER	MAY 25	<i>[Signature]</i>
✓	Suzanne Kruger	[REDACTED]	owner	May 25	<i>[Signature]</i>
✓	Ian Kruger	[REDACTED]	OWNER	MAY 25	<i>[Signature]</i>

Printed Name	Address	Owner or Renter	Date	Signature
✓ RICHARD BRENNAN	[REDACTED]	Own	26 th May	[Signature]
✓ Suzanne Wilson	[REDACTED]	"	"	[Signature]
✓ RON RENVILLE	[REDACTED]	owner	26 th May	[Signature]
✓ DON GAMACHE	[REDACTED]	OWNER	26 th May	Don Gamache.
✓ Aaron Bishop	[REDACTED]	owner	26 th May	[Signature]
✓ Joseph Salay	[REDACTED]	owner	26 th May/18	Joseph Salay
✓ Michele Bailey	[REDACTED]	owner	26/ May/18	Michele Bailey
✓ Heather Gamache	[REDACTED]	owner	26/ May/18	Heather Gamache
✓ Lorraine Carson	[REDACTED]	owner	29/ May/18	Lorraine Carson
✓ Amy Mychajewski	[REDACTED]	owner	29/ May/18	[Signature]
✓ Doris Zurcher	[REDACTED]	owner	29/ May/18	Doris Zurcher
✓ Mar. Lynn Marinus	[REDACTED]	owner	29/ May/18	[Signature]
✓ RYA HONEY	[REDACTED]	Renter	29/ May/18	[Signature]
✓ Allan Carson	[REDACTED]	Owner	29/ May/18	[Signature]
✓ Amber Mann	[REDACTED]	Owner	29/ May/18	Amber Mann
✓ CASEY JACKSON	[REDACTED]	OWNER	29/ May/18	[Signature]
✓ KATHLEEN SHANNON	[REDACTED]	OWNER	29/ May/18	Kathleen Shannon

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council — ~~Tuesday May 29, 2018~~

Wed June 4

June 2 meeting

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Wallace Elkins	[REDACTED]	same	05/24/2018	[Signature]
✓ Jennifer Bubbs	[REDACTED]	owner	05/28/18	[Signature]
✓ Kyle Bubbs	[REDACTED]	owner	05/28/18	[Signature]
✓ Cels	[REDACTED]	owner	05/	[Signature]
✓ Todd Swan	[REDACTED]	owner	05/31	[Signature]
✓ Tassila Spoor	[REDACTED]	owner	05/31	[Signature]
✓ Connie Goodkey	[REDACTED]	owner	06/01	[Signature]
✓ Poppy Switzer	[REDACTED]	owner	06/01	[Signature]
✓ CHAD BREITENSTEIN	[REDACTED]	OWNER	06/01	[Signature]
✓ BOB SWITZER	[REDACTED]	OWNER	06/01	[Signature]

Printed Name	Address	Owner or Renter	Date	Signature
✓ Shirley Hills	[REDACTED]	Owner	06/11/18	[Signature]
✓ Dominic Merin	[REDACTED]	Renter	07/01/18	[Signature]
✓ Mauda Cyr	[REDACTED]	Renter	07/01/18	[Signature]
CHERYL ROSS	[REDACTED]			
Co				
✓ Karen Goodwin	[REDACTED]	Owner	06/03/18	Karen Goodwin
✓ Matt Davie	[REDACTED]	Owner	06/07/18	Matt Davie
✓ M Davies	[REDACTED]	Owner	06/03/18	M Davies
✓ Debra Napier	[REDACTED]	OWNER/WIFE	06/03/18	Debra Napier
✓ Christine Hillary	[REDACTED]	owner/wife	06/03/18	Christine Hillary
Laura white	[REDACTED]	owner	6.3.2018	Laura white
✓ SWa Coulson	[REDACTED]	owner	6.3.2018	[Signature]
✓ Anna Langstrand	[REDACTED]	Renter	6.3.2018	[Signature]
✓ Tim Coulson	[REDACTED]	Owner	June-7-2018	[Signature]
✓ Neil Blair	[REDACTED]	owner	June 7 2018	[Signature]
✓ Becca Moriarty	[REDACTED]	owner	06/03/2018	[Signature]
✓ Brooke Arnold	[REDACTED]	owner	06/03/2018	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – ~~Tuesday~~ May 29, 2018

Wed June 6

The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan

We, the undersigned, are concerned citizens who urge our leaders to act now to **OPPOSE the VOP Boundary Expansion Plan** and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Alexander McCormack	[REDACTED]	owner	May 26	<i>AMC</i>
✓ DAN COLEMAN	[REDACTED]	RENTOR	May 26	<i>Dan Coleman</i>
✓ GORD MENZEL <i>GORD MENZEL</i>	[REDACTED]	Rent	MAY 26	<i>Gord Menzel</i>
✓ LUKE FREEMAN	[REDACTED]	OWNER	MAY 26	<i>Luke Freeman</i>
✓ Daniel Mills	[REDACTED]	Owner	May 26	<i>Daniel Mills</i>
✓ David Hollenar	[REDACTED]	"	"	<i>David Hollenar</i>
✓ Sean Symus	[REDACTED]	Rent	May 26	<i>Sean Symus</i>
✓ [REDACTED]	[REDACTED]	Own	MAY 26/18	<i>[REDACTED]</i>
✓ John Robbins	[REDACTED]	owner	May 26	<i>John Robbins</i>
✓ Kivi	[REDACTED]	rentor	May 26	<i>Kivi</i>
✓ Charlene Coumont	[REDACTED]	owner	May 26	<i>C. Coumont</i>

Printed Name	Address	Owner or Renter	Date	Signature
✓ B. NESS	[REDACTED]	owner.	MAY 26/2018	[Signature]
✓ R La Marra	[REDACTED]	Renter	May 26/2018	R La Marra
✓ Ryan Ross	[REDACTED]	Renter	May 26/18	[Signature]

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – ~~Tuesday May 29, 2018~~

Wed June 6

Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to OPPOSE the VOP Boundary Expansion Plan and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printer Name	Address	Owner or Renter	Date	Signature
? Corinne Oberson	[REDACTED]	owner	May 25	Corinne Oberson
? Drew Oberson	[REDACTED]	owner	May 25	DO
✓ SCOTT Humbly	[REDACTED]	OWNER	May 30	Scott Humbly
✓ Sylvie Allen	[REDACTED]	owner	May 30	Sylvie Allen
✓ Bob CARSON	[REDACTED]	OWNER	May 30	Robert G. Carson
✓ George + Barb Brooks	[REDACTED]	OWNER	MAY 30	George Brooks
✓ u	[REDACTED]	u	u	[Signature]
✓ Julie Kelly	[REDACTED]	"	May 30	Julie Kelly
✓ Max Kelly	[REDACTED]	"	MAY 30	[Signature]
✓ Joanna Brook	[REDACTED]	owner	May 30	[Signature]
✓ R FLETCHER	[REDACTED]	OWNER	MAY 30	R Fletcher

Printed Name	Address	Owner or Renter	Date	Signature
? Myron Myers	[REDACTED]	or Renter	May 30/18	Myron Myers
✓ James Woodruff	[REDACTED]	owner	May 30	James Woodruff
✓ LIZ THEDEMAS	[REDACTED]	owner	May 30	[Signature]
? Brenda McLeod	[REDACTED]	owner	May 30	Brenda McLeod
✓ Geoff McLeod	[REDACTED]	OWNER	May 30	Geoff McLeod
✓ CAREY KASTNER	[REDACTED]	OWNER	JUNE 3	Carey Kastner
✓ Blair Kastner	[REDACTED]	OWNER	JUNE 3	Blair Kastner
✓ VINCENT SEJWA	[REDACTED]	RENTER	JUNE 3	Vincent Sejwa
JAG Dhalwal	[REDACTED]	Renter	JUNE 3	JAG Dhalwal
✓ Cheryl Ross	[REDACTED]	Owner	JUNE 3	Cheryl Ross

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – Tuesday May 29, 2018

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Petition summary and background	The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan
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Outdated as of 13/8/18

Printed Name	Address	Owner or Renter	Date	Signature
LEN SPIERINGS	[REDACTED]	O	25 May 18	[Signature]
✓ Christine Spierings	[REDACTED]	O	May 25/18	[Signature]
✓ AARON OBERTSON	[REDACTED]	OWNER	May 25/18	[Signature]
✓ Christie Hess	[REDACTED]	Owner	May 28/18	Christie Hess.
✓ Ann Robson	[REDACTED]	owner	May 28/18	Ann Robson
✓ Rocky Robson	[REDACTED]	Owner	May 28/18	Rocky Robson
✓ Joe Lax/ally	[REDACTED]	owner	May 28/18	[Signature]
✓ Nada Shukri	[REDACTED]	owner	May 28	[Signature]
✓ Tahneel Hamroo	[REDACTED]	Owner	May 28	Tahneel.
✓ Bruce Pegram	[REDACTED]	owner	May 28	[Signature]
✓ Nancy Coxhead	[REDACTED]	owner	May 28	[Signature]

Printed Name	Address	Owner or Renter	Date	Signature
✓ Maggie Gregory	[REDACTED]	owner	18-May-28	M. Gregory
✓ Ian GREGORY	[REDACTED]	owner	18-May-28	[Signature]
✓ JAY DRENKA	[REDACTED]	owner	"	[Signature]
✓ TANITA DRENKA	[REDACTED]	Renter	"	[Signature]
✓ TIM NAPIEA	[REDACTED]	owner	"	[Signature]
✓ PARJON PETAHA	[REDACTED]	owner	"	[Signature]
✓ DUC PETAHA	[REDACTED]	owner	"	[Signature]
✓ SUE MURPHY	[REDACTED]	owner	"	[Signature]
✓ Leah Daling	[REDACTED]	owner	18-May-28	Leah Daling
✓ James Crowe	[REDACTED]	owner	18-May-28	James Crowe

Petition to Oppose Village of Pemberton (VOP) Expansion Plan

Presented to VOP Council – ~~Tuesday May 29, 2018~~

Wed June 6

The Petition is a list of Residents/Owners within the current Zone Area C (SLRD) whom will be affected by the VOP Proposed Boundary Expansion Plan

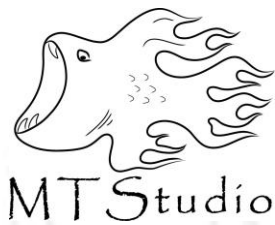
We, the undersigned, are concerned citizens who urge our leaders to act now to **OPPOSE the VOP Boundary Expansion Plan** and allow the residents of Area C to remain in the SLRD and NOT join the Village of Pemberton

Printed Name	Address	Owner or Renter	Date	Signature
✓ Ingrid Szoghy	[REDACTED]	Owner	2018/05/25	[Signature]
✓ Greg Burt	[REDACTED]	Owner	2018/05/25	[Signature]
✓ Stacy McDonald	[REDACTED]	Rent	2018/05/25	[Signature]
✓ Susan McCormack	[REDACTED]	Old Owner	2018/05/25	[Signature]
✓ Hugo Arrisson	[REDACTED]	Owner	2018/05/25	[Signature]
✓ Mariette Hénellamsson	[REDACTED]	Owner	2018/05/25	[Signature]
✓ Alyssa Belter	[REDACTED]	Owner	5/25/18	Alyssa Belter
✓ David Tanner	[REDACTED]	Owner	5/25/18	[Signature]
✓ Leanne Dufour	[REDACTED]	Owner	5/25/18	L. Dufour
✓ B. Dufour	[REDACTED]	own	5/25/18	[Signature]
✓ Douglas Hess	[REDACTED]	owner	5/25/18	[Signature]

71

need her husband

Printed Name	Address	Owner or Renter	Date	Signature
✓ FRASON CARY	[REDACTED]	OWN	MAY 25	[Signature]
✓ NAHEED HENDERSON	[REDACTED]	OWNER	MAY 25/2018	[Signature]
✓ Robbie Ferens	[REDACTED]	OWNER	MAY 25/18	[Signature]
✓ Brad Bethune	[REDACTED]	OWNER	MAY 25/18	[Signature]
✓ Dawn Ross	[REDACTED]	OWNER	MAY 26/18	[Signature]
✓ GIOIA FLEINS	[REDACTED]	OWNER	MAY 26/18	[Signature]
✓ John Holt	[REDACTED]	OWNER	MAY 26/18	[Signature]
? Ola K Perkins	[REDACTED]	OWNER	MAY 27/18	[Signature]
✓ RANDY WALKS	[REDACTED]	OWNER	MAY 27	[Signature]
✓ Susan Wray	[REDACTED]	OWNER	MAY 27	[Signature]
✓ LESLIE WRAY	[REDACTED]	OWNER	MAY 27	[Signature]
✓ Tim Kernaghan	[REDACTED]	OWNER	MAY 27/18	[Signature]
✓ Shirley Kernaghan	[REDACTED]	OWNER	MAY 27/18	[Signature]
✓ RAINE BROOKSBANK	[REDACTED]	OWNER	MAY 28/18	[Signature]
✓ VICKY HACKING	[REDACTED]	OWNER	MAY 28/18	[Signature]
✓ Nancy Goodale	[REDACTED]	OWNER	MAY 28/18	[Signature]
✓ CLEMENS STACHILEK	[REDACTED]	OWNER	MAY 28/18	[Signature]



2018-05-31

Mount Currie BC
V0N-2K0

To Mayor and Council

I received a letter dated May 18th a few days ago stating that our mail invitation to the open house regarding the proposed VOP boundary extension was overlooked. I was unaware of this proposal until reading this update. It is for this reason that I am sending in this reply letter later than I would have liked, and that I have not had any time to converse with many of my neighbors about this issue.

I still felt however that I should do what I can to put in writing my concerns.

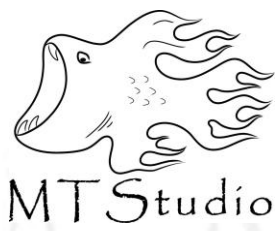
With this letter I became aware that this extension would include my house. Address 2008 Hwy 99.

There are many reasons that I feel the boundary extension should not include my property, and have also become aware of many people in my area feel the same way but I have not had time to get an official confirmation of that to include in this letter.

My main reasons for not wanting to be included are listed below

- I have no access to VOP water. I get my water from Mount Currie and my neighbors do the same or they are on a well.
- I have no access to VOP sewage system. I have a septic system that I had to pay for and maintain.
- Even if I do become included in the boundary I will still have no access to either of these services.
- I can not even get cable tv
- I pick up my mail in Mount Currie and my Mailing address is Mount Currie
- I pay extra insurance for fire protection because I am so far away from the fire hall and there are no fire hydrants around me
- The Pemberton located services I use like the community center, medical clinic, and refuse area, I already pay for with SLRD taxes. I believe we pay for half of the community center already but I have no official knowledge of that. I do know for sure we pay towards these things because I just looked at my 2018 assessment

I originally moved here because it was a rural area and I didn't want to live in town. I like the liberties it gives me and I pay the price for those liberties with things like not being able to walk to town, or easily get to town without a car. There is no public transportation, and no cabs available for me. I have to think about what I flush down the toilet, or it could cost me money down the road. None of these things will change for the better if I am included in the VOP extension.



With all of these considerations how can I possibly be interested in being, or consider myself to be, in the VOP boundaries. There are many negative effects like more taxes and bylaws, with absolutely no positive effects for me.

Thanks for taking the time to read this.

Mike Tyler



APPENDIX B

April 25th Feedback Survey Comments

What additional information would you like to have seen at the meeting and/or on the storyboards?

- I think it was pretty covered. Maybe one "vision" board of what positives a BE would mean for a small town.
- A lot of the land is in the ALR. Much of this land has farm status. In information it states that farm exemptions will not continue. Need more information on actual impact to farmland in ALR.
- I would have like to see the details of seeking consent on the proposed boundary extension with the Lil'wat Nation. A consultation process and steps to gaining the Nation's consent on the re-designation of their Traditional Territory were alarmingly absent from the storyboards and meeting content.
- I was expecting a presentation
- A list of people on Council or whomever we should be expressing our opinion to, to oppose the farming tax exclusion with this proposal.
- Actual numbers. it seems like some of the numbers when calculating how much/little taxes would increase were not there. I.e. It was unknown how the water rates would be affected.
- More hard costs on the costs to VoP Taxpayers.. eg. potential policing cost increases as population grows (model this), water infrastructure currently owned by SLRD (debt servicing?). Model how reserves could be built to cover increased infrastructure costs. Ag zoning in the VoP not as strong as that of the SLRD (potentially)
- A better run down of the true expenses
- I would like to know more about the potential benefits to Area C residents.
- Justify why this is a good idea
- A commercial tax calculator
- More in depth info about each topic posted on signs. I feel the bulleted points really need much more content to help explain the proposed changes.
- The impact of creating a district
- none
- nothing obviously missing as a renter, already part of the VOP. Possibly more detailed info on the properties already receiving VoP services (water, sewer) = percentage
- More specific zoning/future zoning changes.
- I find it misleading mentioning subdivision when most ALR is 99% undividable
- Pros and cons
- how we can take over all of BC
- Impact Proposed ALR Potential Water Tax Zoning

Do you have any additional comments or questions?

- I'm using this survey for the May 15th meeting last night and I'm just blown away with the narrow mindedness of people and how aggressive and negative it was. People assumed they were going to be bulldozed with this BE where it in fact is a referendum and just go home and vote No. I'm upset that people are opposing this BE so much. This is what this town needs!!

- There needs to be a benefit to property owners joining the VOP, and residents would be foolish to make a change if the only benefit is an increase in their taxes. The benefits and their dollar value are not clearly defined.
- It is imperative for municipalities to take a leading role in reconciliation and it seems that with the boundary extension, there is a lot of room for improved communication with the Lil'wat Nation.
- I don't see any benefits, just higher taxes. ALR land should stay in the SLRD and be under ALC guidelines. Does Pemberton North Water System still carry a debt for the upgrades?
- The potential tax increase I was shown if Village extension happens did not reflect the residential tax increase on the farm house based on .54 to 2.12. Currently, it's taxed at farm rates... we do not currently have any Pem water usage - we have a well. If taxes were same for farmers, I would not oppose this extension. Would % of the land to come into this extension be ALR? If farm houses will now be taxed at residential rates, farming may not be financially viable. If this is what farming is coming to, turned over to the Villages/cities?
- As a farmer who currently pays less taxes on our house and land, the increase in our taxes would be huge and very detrimental to our livelihood. I don't see what benefit we would get by joining the VoP that would offset that huge increase. Furthermore, it sounds unclear whether farm buildings like barns, sheds, etc would start being taxed or not. If they did start to be taxed, that would be yet another blow to our livelihood. Also, you are dividing farmers - we participate in the Area C AAC - of which the VoP does not have the equivalent. So in issues regarding farming, we would become a minority - battling against residential property owners (there is already conflict between these groups).
- Not sure there is much benefit to the SLRD taxpayer in this? I am not certain people understand that this project is being pushed along quite urgently to meet the October election timeframe for referendum. They may be surprised at the rate things are moving along.
- My biggest concern is the impact of property taxes on farm houses, sheds and land.
- Is it important to me and to my neighbours that current farm properties remain in farm use. What could existing zoning status be changed to?
- I see no reason why I should be in the Village! It will cost me more... for what?
- Will McRae Road be serviced by the Village?
- Will rules that landowners must follow under the ALC still be enforced or will rules of the VoP apply. For example, will airBNB business licence be allowed or no, will businesses not allowed currently on ALR land be permitted if allowed by the VoP? What is the anticipated timeline for the Village to rezone land to correspond to its own Village Bylaw? Will there be opportunity for landowners to subdivide their lot once incorporated into the VoP, assuming correct procedures are followed?
- at least extend to Green Road
- If the 1st referendum is accepted (by the affected land owners), I would be in support of the proposed extension.
- What exactly other than voting would people on wells and septic get for their \$?
- Let's take over all of BC

May 15th Feedback Survey Comments

What additional information would you like to have seen in the presentation and/or on the storyboards?

- Given an increase in our taxes, would that mean some increases for our recreation services? (ie. presumably what we presently contribute through our Area C taxes are less?)
- Total Taxes paid by both IPPs, The amount of the net tax from IPP paid to VoP, the new loss to the SLRD
- We really have not received a clearly defined list of benefits to residents in moving from the SLRD to the VOP.
- I would have liked to see information about consultation with Lil'wat and incentives for farmers to pay more taxes
- More accurate mapping
- The addition of Lil'wat Nation to this
- Any sort of plan or net benefits for residents involved in this proposed change. Perhaps the presented could have used other examples from other communities he has worked on to show any sort of benefit whatsoever. Also, a little more of an active role on the local indigenous community would have been smart.
- proper and unbiased cost analysis, the actual advantages to the affected properties
- Lots of unanswered questions and I was of the understand the 200 properties would vote before this went any further????

What information is missing, or what further information is required?

- Presumably the present Village Residents are looking forward to a proposed boundary expansion?
- The information meeting has provided me with enough information to vote NO for the VoP expansion
- Clearly defined benefits to residents. Tax increase is clearly defined, but not what will residents receive in return for their increase in taxes.
- Need to do more research myself. Need to figure out my own tax situation.
- It was a bit unclear as to the benefits/costs at the individual level.
- How this positively affects First Nations
- The issue here is I am one of the FEW that have enough information to make a decision. The public consultation process and the lack of effective communication has left many in the affected area in the dark
- my benefits to this re zoning are none! I loose my farm status, you are not planning on bringing water or sewer to my street. Why not allow these residents to vote now instead of further wasting tax payers dollars!

Do you have any additional comments or questions?

- I had a talk with Sheena Fraser - we missed the first meeting
- What is the real benefit for the tax increase?

- Comments are made that the SLRD and VOP are working together on the Boundary Extension however, there has been no communication on what zoning bylaw residents will have. All SLRD and VOP zoning proposals presently being considered should be put on hold until the Boundary Extension proposal is complete. VOP should be putting forth a zoning proposal for the Boundary Extension area so residents will know what will be supported on their land.
- I understand the idea of a boundary extension in theory in that the taxes will go to the Village however there are no benefits for the affected residents in the extension area despite there being significant additional expenses for them to take on. Until the benefits clearly equal the expenses, its a financial hardship that shouldn't be placed on these property owners. It's already extremely expensive to build/buy here without much in the way of local employment to offset the costs.
- Vote no
- I am 100% opposed to the VOP expansion plan and annoyed that these things are ongoing since our move back to the area
- I find the process to be very NON-transparent, your public information process seems to be purposely kept at a bare minimum so the affected citizens will be kept out of the loop. The Mailout were received in the mail (in our case) after the actual meeting.
- I'm still unclear as to what the VOP is offering to us for higher taxes. We are not on village water or sewer, so why would we pay higher taxes? For what?
- no
- Allow a vote now! Have more open house meetings, answer the many un answered questions

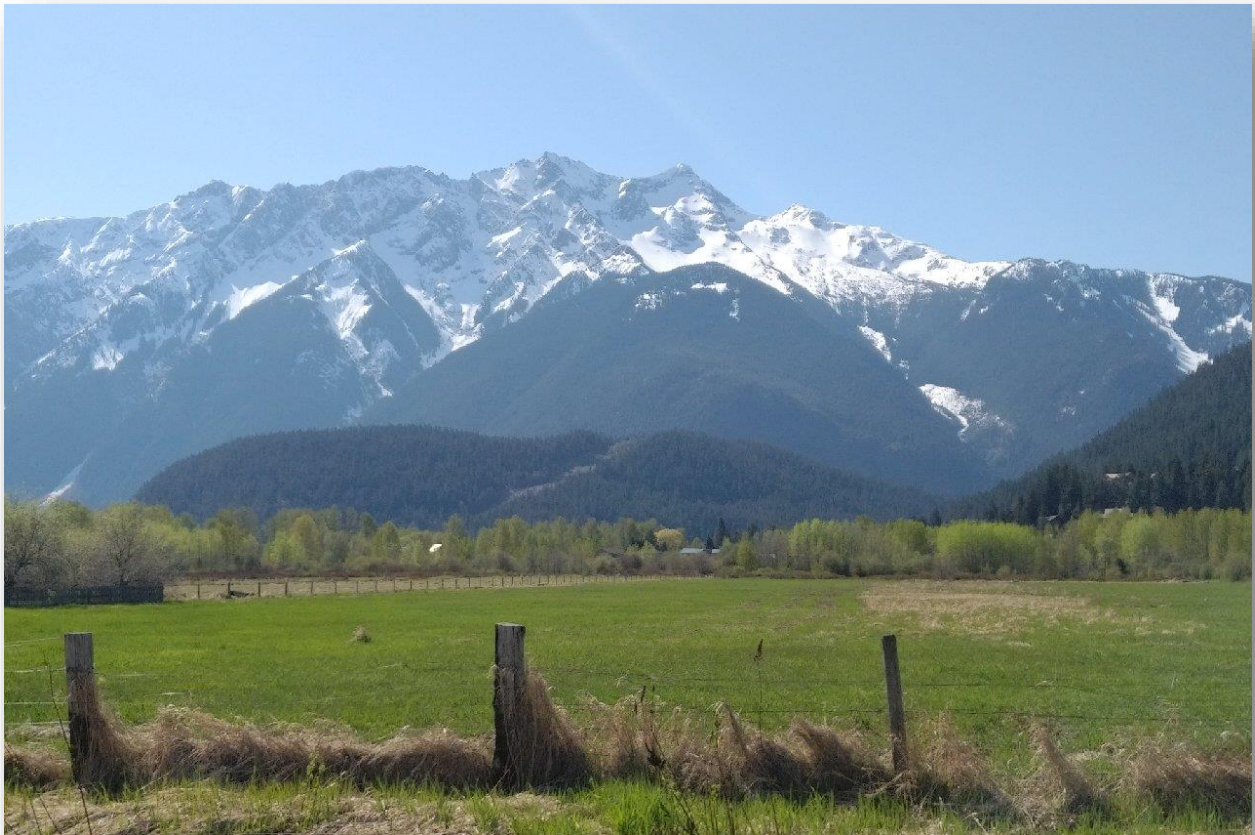
Any other comments/thoughts you would like to share?

- Would that SLRD lose some \$\$ now received from the 2 power plants and would tha affect the local needs in the very diverse remains of the 'leftover' area C :ie. Birken/D'arcy and Upper Pemberton Valley (combined with the loss of the other tax dollars??) NB. there is some ongoing confusion at the moment regarding regulations of the use and etc. of ALR land.
- I do not feel the Boundary Extension will be successful unless residents have a clearly communicated plan of the benefits they will receive for the increased taxes other than governance. Landowners I speak with are not convinced they are seeing significant benefits to justify the increase in taxes. Landowners on VOP water already need to see the actual cost savings not an estimate. Also, landowners do not have a clear idea of where zoning will be. They are being advised that they will have SLRD zoning which is presently being objected to by the majority of landowners in the area being considered for boundary extension.
- See you Tuesday morning
- I do not want to see this proposal go through to the province, I am against it.
- I see no advantage to us. Please do not bother going ahead with the referendum.
- I am not interested in the village of Pemberton spending any more money trying to move forward with pulling the fringe properties out of the SLRD and moving it into the Village of Pemberton. This does not benefit the people that are currently in the SLRD and it is questionable if the expense incurred by absorbing them will actually be less than the added moneys that will be gained. Please do NOT move forward with asking for a referendum. Thank you.
- More question /answer and a vote now to see if this should further be considered

- it will not benefit any one in the SLRD, that you want to join VOP. Sorry, why would I want to pay more for things ie hydrants, and water (village north) that I already have! there is nothing being offered. No thanks! If your looking for more Municipal Property Tax hit up the IPPs. They don't care who they pay their taxes to whether it is Victoria or Pemberton Village, it is the same cheque. You can't keep up with road maintenance as it is, \$400,000 from the new proposed tax base won't fix it.

REPORT

Village of Pemberton Boundary Extension Study



This report is prepared for the sole use of the Village of Pemberton. No representations of any kind are made by Urban Systems Ltd. or its employees to any party with whom Urban Systems Ltd. does not have a contract.

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APPENDICES

Appendix A Potential Impacts to the Regional District

Appendix B Open House Presentation

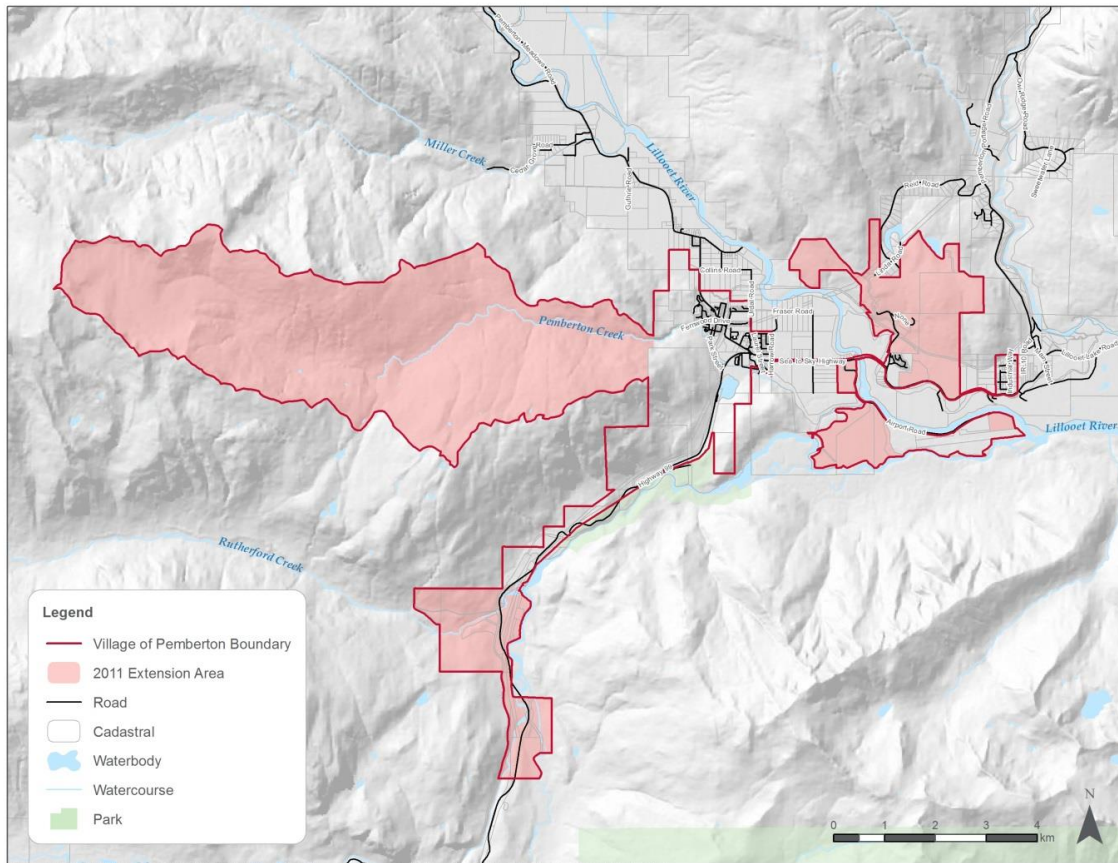
Appendix C Frequently Asked Questions

1.0 INTRODUCTION

1.1 Background

In 2011, the Village of Pemberton completed a boundary extension to include four new areas within its municipal boundary. These included the Hillside neighbourhood, the Pemberton Creek watershed, lands along Airport Road, and lands south of Rutherford Creek. Initiated in 2008, this boundary extension was intended to provide potential new settlement growth areas, provide jurisdictional control over the Pemberton Creek watershed, provide land use planning control over the highway corridor leading to the Village from the south, provide a more balanced assessment base, and more equitably match boundaries and service areas. However, as illustrated in Figure 1.1, the new boundary still leaves a number of potential gaps between Village lands, causing continued discussion to this day over community identity, elected representation, land use planning control, and service delivery. While the 2011 boundary extension accomplished many objectives, the current Village boundary still does not fully represent the functional boundaries of the Pemberton community.

Figure 1.1 – Village of Pemberton Municipal Boundary and 2011 Extension Areas



Since then, there has been a continued desire to consider an additional boundary extension in the Pemberton Valley, primarily in relation to service delivery considerations, community identity, and ongoing development of Independent Power Projects in the vicinity of the community. Many services, such as water and fire protection, are currently provided to properties beyond Village boundaries. The water rate structure, established in 2014, resulted in higher water rates for those properties located outside of the municipal boundary as calculated through the Village’s Water Rate Analysis. Furthermore, a number of new extraterritorial water users have agreed to come into the municipal boundary as part of the next boundary extension (as part of a covenant on their lands).

A portion of the Rutherford Creek IPP was included in the municipal boundary in 2011, and the Miller Creek IPP is located just to the northwest of the current boundary. For those projects that are located outside of the Village boundary, the Provincial Rural Tax and relevant taxes for SLRD services apply, although the municipality has no access to tax revenues associated with the IPPs. In a boundary extension, included properties experience a shift from the Provincial Rural Tax to a municipal tax, with the effect that these specific tax revenues are redirected to the local community. This shift does not affect the taxes that are currently going to the SLRD. For IPPs, municipal tax rates are capped at rates equivalent to what is paid in the in the rural area. This approach ensures that there is not a significant tax rate impact to IPPs as a result of being located within a municipal boundary.

Upon completion of the 2011 boundary extension and in discussions with the Ministry of Ministry of Municipal Affairs and Housing, it was recommended that the Village consider a boundary extension study to further establish a contiguous municipal boundary, and incorporate those properties serviced by Village water (Pemberton North Water System), properties along Highway 99 and any other outside boundary users, and possibly align with the Fire Service Areas as established at that time. This was identified as a strategic priority of the current municipal Council, who commissioned Urban Systems to undertake the necessary technical review and public consultation to consider a potential boundary extension referendum in conjunction with the October 20, 2018 local government elections.

1.2 Study Purpose and Process

This study reviews the proposed boundary extension area and highlights the potential impacts to the boundary extension property owners, Village of Pemberton (VoP) and the Squamish-Lillooet Regional District (SLRD). This study is being undertaken in accordance with provincial policies and process requirements for a large areas boundary extension.

1.3 Report Outline

This Study Report is organized as follows:

Section 1 introduces the study context and identifies the study purpose.

Section 2 provides an overview of the current situation in the Pemberton Valley with respect to population, land use, service delivery, elected representation, assessment, IPPs, and taxation.

Section 3 provides an overview of the boundary extension study area under consideration.

Section 4 identifies potential financial impacts of the boundary extension study area on the Village of Pemberton.

Section 5 identifies potential property tax impacts of boundary extension study area on property owners within the boundary extension area.

Section 6 reviews potential impacts on the Squamish-Lillooet Regional District.

Section 7 summarizes the public engagement components of the study.

Section 8 summarizes study findings and provides recommendations for next steps.

2.0 CURRENT SITUATION

2.1 Population

According to the 2016 Census, the Village of Pemberton has a population of 2,574 while Electoral Area C, which surrounds the Village, has a population of about 1,663 excluding First Nations Reserve lands. According to the 2016 Census, there is an on-Reserve First Nations’ population of approximately 1,650 in Electoral Area C, including a population of 1,285 on the Lil’wat Nation (Mount Currie) Reserve, which is located immediately to the east of the Village of Pemberton. Refer to Table 2.1 for more information.

Table 2.1 – 2016 Census Population

Jurisdiction	Population (2016, excluding Reserves)	Population (2011, including Reserves) ¹
Village of Pemberton	2,574	2,574
Electoral Area C	1,663	3,313

2.1 Land Use

The Pemberton area is characterized by steep, mountainous areas, numerous water bodies, and valley-bottom lands containing productive agricultural lands. The primary urban areas are located within the Village of Pemberton, and includes the village core, the Pemberton Plateau subdivision, and the Industrial Park. To the east of the Village boundary there is the Lil’wat Nation (Mount Currie) Reserve.

In the electoral area lands between the village core and the industrial park, most properties are farmed, and included within the Agricultural Land Reserve (ALR). These lands are located between several surrounding areas already under municipal jurisdiction. Properties in this area are part of the Pemberton Fire Service Area, which also extends to the northwest of the current Village boundary.

To the northwest of the Village boundary, Pemberton North and Pemberton Meadows include numerous valley-bottom farm properties, located adjacent to the Upper Lillooet River and included within the ALR. Pemberton North properties are serviced by the Pemberton North Water System, which is supplied with water by the Village of Pemberton, through the SLRD. Pemberton North properties are included in the Pemberton Fire Service Area.

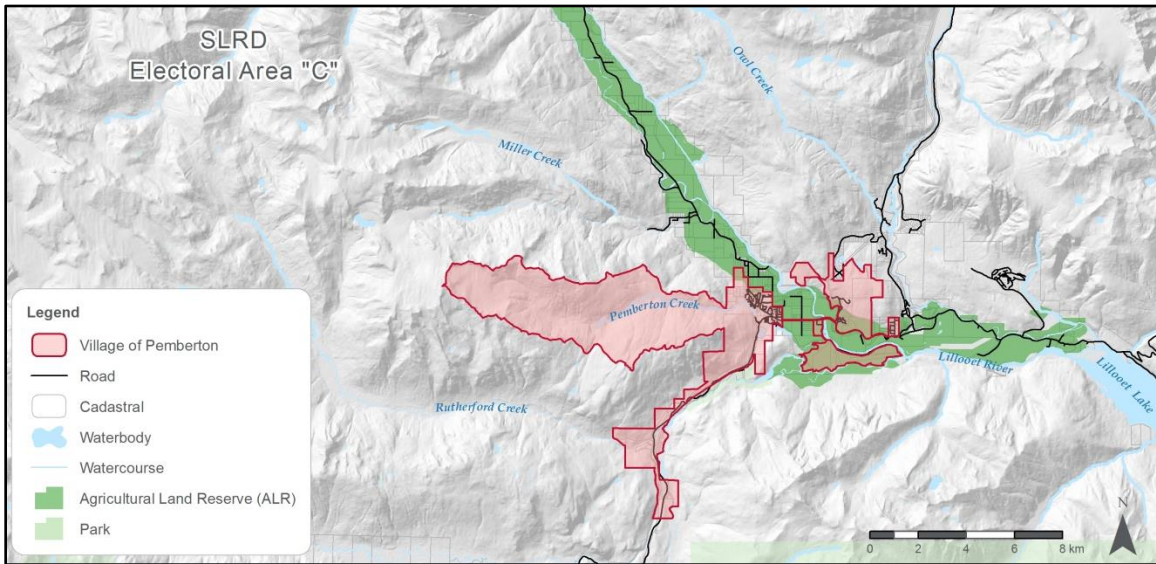
¹ Includes Lil’wat (Mount Currie), Nequatque, Nesuch 3

It is also noted that there are community forest lands in the current community watershed and to the north of the watershed, west of Pemberton Meadows as well, much of the Crown land in the vicinity of Miller Creek, to the west of Pemberton Meadows.

2.2 Agricultural Land Reserve

The Pemberton Valley has a well-established agricultural community, with about 72 farming units operating on an area of approximately 11,000 acres. Agricultural lands are primarily concentrated between the village core and the industrial park, and to the northwest of the Village, in Pemberton Meadows. Within these areas, most lands are located within the Agricultural Land Reserve, as shown in Figure 2.1. For these lands, the SLRD completed the Pemberton Valley Agricultural Area Plan (adopted in 2012), which deals with a total agricultural land base of about 18,600 acres including private lands, Crown lands, and First Nations lands.

Figure 2.1 - Agricultural Land Reserve Boundaries



2.3 Services

Within the Pemberton Valley, there are a variety of agencies involved in the delivery of local services:

- The **Province of British Columbia** is responsible for a number of services that would be affected by boundary extension. Such services include: rural area roads; rural area subdivision approval; rural area property tax collection; and, policing. The Province is also responsible for other services, such as schools and hospitals, which are not affected by boundary extension.

- The **Village of Pemberton** provides a variety of municipal services such as water, sewer, roads, fire protection, parks, land use planning and development services, and airport services. Some of the Village's services (e.g. water, sewer, fire protection) are currently provided by the Village to residents outside of the municipal boundary through contract arrangements with the SLRD.
- The **Pemberton Valley Dyking District (PVDD)** is an improvement district that provides flood protection services to the residents of the Pemberton Valley, including both residents within the Village of Pemberton boundary and Electoral Area C residents adjacent to the Village and in Pemberton Meadows.
- The **Squamish-Lillooet Regional District (SLRD)** provides a variety of services on a regional basis, sub-regional basis, to electoral areas only, and to defined local service areas. Relevant SLRD services are illustrated in Table 2.2, below.

Both the Village and all of Electoral Area C participate in regional and sub-regional services such as the Regional Growth Strategy, Rescue Services, Community Recreation, the Museum and Archives, the Pemberton Library, and the Cemetery. Through contract arrangements the Village provides fire protection services to three SLRD fire service areas, including the Pemberton Fire Service Area, the Pemberton Meadows Fire Service Area, and The Heights Fire Service Area. Immediately adjacent to the Village boundary, there are also local service areas for Pemberton North Water (provided through contract by the Village of Pemberton), Pemberton Refuse, Pemberton Television, and Pemberton Valley Recreation Trails.

Table 2.2 – SLRD Services Provided in Electoral Area C

Service	Type of SLRD Services			
	SLRD Region-Wide	SLRD All Electoral Areas	SLRD Sub-Regional	Local Area
Administration and General Government	X			
Planning and Development	X			
Civic Addressing		X		
Building Inspection		X		
Elections UBCM		X		
Emergency Planning		X		
Electoral Area Parks		X		
Regional Growth Strategy			X	
Pemberton Rescue Service			X	
Pemberton Search & Rescue			X	
911 South*			X	
Pemberton Community Rec			X	
Museum and Archives			X	
Pemberton Library			X	
Cemetery			X	
Sea-to-Sky Trails*			X	
Pemberton Transit			X	
Pemberton Fire Service				X
Pemberton Refuse				X
Pemberton Television**				X
Pemberton Rec Commission				X
Pemberton Valley Rec Trails				X
Pemberton North Water***				X

**indicates sub-regional services that include additional jurisdictions to the south of Electoral Area C*

*** indicates service with tax levy on improvements only*

**** indicates service with parcel tax*

2.4 Elected Representation and Decision-Making

As noted above, in rural areas, certain services (e.g. roads, policing) are within the jurisdiction of the **Province of British Columbia**. On these matters, area residents and property owners are represented by their Member of the Legislative Assembly (MLA).

On local government matters, **Village of Pemberton** residents are represented by a municipal council that includes a mayor and four councillors. The Village is represented on the SLRD Board by one municipal director, appointed by the municipal council.

The **Squamish-Lillooet Regional District** electoral area surrounding the Village of Pemberton is represented by the Regional Director for Electoral Area C. The Area C Director sits on the SLRD Board along with directors from the three other electoral areas and four member municipalities.

The **Pemberton Valley Dyking District** has an elected, five-member Board of Trustees. The Board of Trustees administers the improvement district, which operates independently of the Village and the SLRD.

2.5 Assessment

As illustrated in Table 2.3, the Village of Pemberton’s 2018 net taxable assessment totals about \$686 million. Approximately 84 percent of the value is from residential folios, approximately 13 percent is from business folios, and the remainder is primarily from utilities folios. Comparatively, as illustrated in Table 2.4, Electoral Area C has a 2018 net taxable assessment of about \$716 million. In Electoral Area C, approximately 76 percent of the value is from residential folios, and approximately 22 percent is from utilities folios. For Electoral Area C, it is noted that while the net taxable assessment of farm land is comparatively low, there are 161 occurrences of farm land. Potential tax implications with respect to farm properties are discussed further in this report.

Table 2.3 – Village of Pemberton 2018 General Purpose Net Taxable Values

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 – Residential	1,119	\$360,830,300	\$215,200,400	\$576,030,700	83.93%
2 – Utilities	5	\$1,215,055	\$14,188,600	\$15,403,655	2.24%
5 – Light Industry	3	\$720,000	\$2,082,400	\$2,802,400	0.41%
6 – Business	283	\$54,191,875	\$32,303,876	\$86,495,751	12.60%
8 – Rec/Non Profit	4	\$5,167,700	\$102,900	\$5,270,600	0.77%
9 – Farm	6	\$314,812	\$0	\$314,812	0.05%
Totals	1,420	\$422,439,742	\$263,878,176	\$686,317,918	100%

Table 2.4 – SLRD Electoral Area C 2018 Hospital Net Taxable Values

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 – Residential	1,351	\$350,704,595	\$194,077,465	\$544,782,060	76.07%
2 – Utilities	39	\$7,473,240	\$150,912,080	\$158,385,320	22.12%
5 – Light Industry	11	\$1,864,400	\$50,200	\$1,914,600	0.27%
6 – Business	31	\$5,061,050	\$1,142,900	\$6,203,950	0.87%
7 – Mgd. Forest	1	\$29,200	\$0	\$29,200	0.00%
8 – Rec/Non Profit	4	\$1,163,600	\$0	\$1,163,600	0.16%
9 – Farm	161	\$3,637,377	\$0	\$3,637,377	0.51%
Totals	1,598	\$369,933,462	\$346,182,645	\$716,116,107	100%

2.6 Independent Power Projects

In the Pemberton area, there are a number of existing Independent Power Projects (IPPs). These IPPs are small to medium scale, run-of-river hydroelectric projects that are operated by private companies who sell the energy produced to BC Hydro. IPPs are taxed as Class 2 (Utilities) properties, whether inside or outside municipal boundaries. As discussed in Section 1, when IPPs are included within municipal boundaries, the Province ensures that the municipal tax rate is no higher than the provincial rural tax rate that would have applied had the IPP remained outside of the municipal boundary.

In the 2011 boundary extension, the Village extended its boundary approximately 6 km to the south of the village core to include a portion of the Rutherford Creek IPP within the municipal boundary. The Rutherford Creek IPP was commissioned in 2004, and it has a capacity of 50 MW. Currently, the powerhouse facility is located within the municipal boundary, while the water intakes and penstocks are located outside of the municipal boundary. Overall, the Rutherford Creek IPP has a total 2018 assessed value of approximately \$45 million. Of this amount, approximately \$15 million in value is located within current Village boundaries, and approximately \$30 million in value is located within the electoral area.

Approximately 5 km to the northwest of the village core, outside of Village boundaries, the Miller Creek IPP was commissioned in 2003. Located immediately to the west of the Pemberton Fire Service Area boundary, the Miller Creek IPP has a capacity of 33 MW, and an assessed value of approximately \$18 million.

The assessed value of IPPs assists in determining the potential municipal tax revenue associated with the projects if included in the municipal boundary. Property tax revenue is the primary revenue source available to the Village if IPPs are included within the municipal boundary. The SLRD also receives amenity contributions in relation to the Rutherford Creek IPP and the Miller Creek IPP. However, these amenity contributions would not be affected by a boundary extension.

While First Nations in the area do not have access to property tax revenues associated with IPPs, the Province does have a First Nations Clean Energy Business Fund that aims to promote increased First Nations participation in the clean energy sector. Through the Clean Energy Business Fund, participating First Nations receive a share of water rentals and land rents charged by the Province for licenses issued to the power developer for the life of a project. In July 2014, the Province and the Lil'wat Nation reached a revenue sharing agreement that will enable the Lil'wat Nation to participate in provincial revenue-sharing from the Upper Lillooet and Pemberton Valley hydro projects.

2.7 Current Tax Rates

The Village of Pemberton and the Pemberton Valley Dyking District collect their own property taxes. Within the electoral area, the Province sets the tax rate and collects taxes under the provisions of the *Taxation (Rural Area) Act*. The Province also sets standardized Provincial Class Multiples that are used in setting the tax rates for regional district requisitions that are levied. Once the SLRD has established its budget, it provides the Province with requisition amounts for each service. Based on the Provincial Class Multiples, the Provincial Surveyor of Taxes then sets the tax rates to generate the necessary revenue, and collects these property taxes on behalf of the SLRD. Regional district taxes collected by the Province include the 5.25 percent property tax collection fee. This property tax collection fee applies to regional district taxes collected by the Province, but it does not apply to Pemberton Valley Dyking District taxes, which are collected directly by PVDD.

Table 2.5 illustrates the Class 1 (Residential) property taxes that currently apply in the Village of Pemberton and in the area immediately surrounding the municipality. For the purposes of this review, a property within the Pemberton Fire Service has been assumed. Table 2.5 also identifies those taxes that are unaffected vs. affected by municipal boundary extension.

Table 2.5 – 2017 Class 1 (Residential) Property Tax Rates (per \$1,000 of Assessment)

Tax	Village Tax Rate	Area C Tax Rate
Unaffected Ad Valorem Taxes:		
School	1.2695	1.2695
Sea-to-Sky Regional Hospital District	0.0369	0.0369
BC Assessment Authority	0.0432	0.0432
Municipal Finance Authority	0.0002	0.0002
Pemberton Valley Dyking District*	0.6500	0.6500
Total Unaffected Ad Valorem Taxes	1.9998	1.9998
Affected Ad Valorem Taxes:		
Municipal Tax	2.1267	n/a
Provincial Rural Tax	n/a	0.5400
Police Tax	0.2564	0.1341
SLRD General Levy	1.1805	n/a
SLRD Area C Levy	n/a	1.1706
Pemberton Rec Commission	n/a	0.0287
Pemberton Fire Service Area	n/a	0.5304
Pemberton Valley Rec Trails	n/a	0.0588
Pemberton Refuse	n/a	0.1269
Pemberton TV (on Improvements only)	n/a	0.0264
Total Affected Ad Valorem Taxes	3.5636	2.6159
Total Ad Valorem Taxes (with PVDD)	5.5634	4.6157
Total Ad Valorem Taxes (without PVDD)	4.9134	3.9657

**Pemberton Valley Dyking District tax are levied separately from the Village and Province.*

As noted above, several ad valorem (value-based) property taxes are unaffected by whether a property is located within the municipality or within the rural area. These taxes include:

- **School and Hospital Taxes:** In BC, school and hospital property tax rates are the same throughout school and hospital districts, and they are unaffected by municipal status.
- **BC Assessment and Municipal Finance Authority Taxes:** These taxes are collected on all properties, regardless of municipal status.
- **Pemberton Valley Dyking District Taxes:** Currently, the same property taxes apply regardless of whether a property is located in the rural area or within the Village boundary. These are levied separately by the Dyking District, and as such are not included in any sample tax comparisons in this report.

Conversely, several taxes are affected by potential boundary extension. These taxes include:

- **Municipal Tax and Provincial Rural Tax:** In municipalities, a general municipal tax provides property tax revenue to fund most services, such as road maintenance, fire protection, development services, and general administration. In rural areas, the Provincial Rural Tax is set by the Province, and it is the same (0.54 per \$1,000 of assessed value for residential properties in 2017) throughout all of British Columbia’s unincorporated areas. The revenue from this tax is used to fund rural area services such as road maintenance.
- **Police Tax:** While policing services used to be partially funded through the Provincial Rural Tax, a number of years ago the Province established a separate Police Tax for unincorporated areas and municipalities with populations of less than 5,000. The current Provincial Police Tax covers less than 50 percent of the total annual Provincial cost to police these areas. Taxable local policing costs are apportioned to municipalities and rural areas based on local population and the local converted assessment for each property class. As indicated, the current Police Tax rate is higher in the Village than in the electoral area. Based on the formula for the apportionment of local policing costs, a boundary extension may result in minor adjustments to the current police tax rates for both the Village and Electoral Area C. However, because the Village’s population would remain below 5,000, the overall change to the Police Tax rate would likely not be significant.
- **Taxes for SLRD Regional and Sub-Regional Services:** For SLRD region-wide services and sub-regional services that include Village of Pemberton participation, tax rates are generally unaffected by boundary extension. These taxes are based on the assessed value of land and improvements, and since both the Village and Electoral Area C participate in these shared regional and sub-regional services, SLRD revenues would not be affected by boundary extension. The Village and Electoral Area C both participate in the following regional and sub-regional services:
 - Administration and General Government;
 - Land Use Planning;
 - Regional Growth Strategy;
 - Pemberton Rescue Service;
 - Pemberton Search and Rescue;
 - 911 South;
 - Pemberton & District Community Recreation;
 - Pemberton & District Museum and Archives;
 - Pemberton Library;
 - Pemberton Cemetery;

- Sea-to-Sky Trails; and,
- Pemberton Valley Transit System.

In the rural area, the SLRD Area C levy includes these services (as well as other services provided to electoral areas only), while in the Village, the SLRD general levy provides the tax revenue for these services, as well as additional local services that include Village participation.

It is noted that in unincorporated areas, a boundary extension would shift responsibility for tax collection from the Province to the Village of Pemberton. As a result, the 5.25 percent Provincial tax collection fee (applicable to Regional District services) would no longer apply within the rural areas taken into the municipal boundary.

- **Taxes for SLRD Electoral Area Services:** In the rural areas, the Electoral Area C levy includes amounts for services provided to electoral areas only, including civic addressing, building inspection, elections, emergency planning, and electoral area parks. With a boundary extension, responsibility for these services would shift to the municipality for the applicable areas, with funding through the general municipal tax. The potential impacts on the remaining electoral area are discussed in the financial section of this report.

Table 2.5 indicates that current ad valorem taxes (not including the Pemberton Valley Dyking District) in the rural area are 3.9657 per \$1,000 of assessed value, while taxes in the Village are 4.9134 per \$1,000 of assessed value. The resulting difference is 0.9477 per \$1,000 of assessed value, or about \$95 for every \$100,000 in assessed value. This analysis is for ad valorem taxes only, and it does not include water or sewer charges, which are discussed separately in Section 2.8 below. As well, this analysis compares current tax rates only. It does not account for future changes, which could be influenced by revenues and expenditures associated with a boundary extension. Section 5 provides a more detailed review of potential tax impacts of boundary extension.

2.8 Water and Sewer Charges

The Village currently provides water to 113 water users in the Pemberton North Water Service (PNWS) Area, outside of the Village boundary. The Village and the SLRD have an agreement which sets out a water user rate structure which is based on consumption, and allows for annual rate increases to provide funding for asset renewal. The Pemberton North water user rate structure is illustrated in Table 2.6 below, and is up for renegotiation and renewal before the end of 2019. For those properties with water service inside the Village boundaries, Table 2.6 also illustrates the Village’s water user rates, which are based on a flat rate structure.

Table 2.6 – Rate Structure for Water (PNWS and Village)

	2014	2015	2016	2017	2018	2019
PNWS Rate (per m ³) *	\$0.81	\$0.88	\$0.95	\$1.02	\$1.09	\$1.16
PNWS Avg. Rate **	\$686.18	\$745.48	\$804.78	\$864.08	\$923.38	\$982.68
Village Rate (flat) ²	\$380.62	\$495.97	\$481.75	\$510.76	\$539.77	\$568.78

* This is the rate that the Village of Pemberton bills the SLRD.

** This is the rate that the SLRD bills its customers.

In the Pemberton North Water Service Area, there is also a parcel tax in relation to debt incurred in 2003 in order to finance water pipeline replacement in the service area. Comparatively, in the Village, there is a water frontage tax based on lineal meter of frontage, in relation to debts incurred in 1998 for water system improvements, in 2007 for a new well to provide a secondary source of water for the Village, and in 2015 for a new water reservoir.

For the purposes of this boundary extension review, sewer charges are not considered in the analysis.

² While the Village rates appear to be lower in comparison to PNWS rates, the Village has average household consumption of 387 m³, compared to average consumption of 847 m³ in the PNWS Area.

3.0 BOUNDARY EXTENSION STUDY AREA

The proposed boundary extension area is shown in Figures 3.1 and 3.2 (zoomed in view) below. It incorporates an estimated 206 legal parcels, including the following areas:

- Balance of Rutherford Independent Power Project (IPP)
- Miller Creek Independent Power Project (IPP)
- Pemberton North Water Service Area (PNWS)
- Lands surrounding the Pemberton Industrial Park
- Lands along Highway 99 between Harrow Road and Pemberton Farm Road East

Based on the inclusion of these properties, this option would increase the Village’s population by approximately 500 people, resulting in a total Village population of just over 3,000.

Figure 3.1 –Proposed Boundary Extension Area

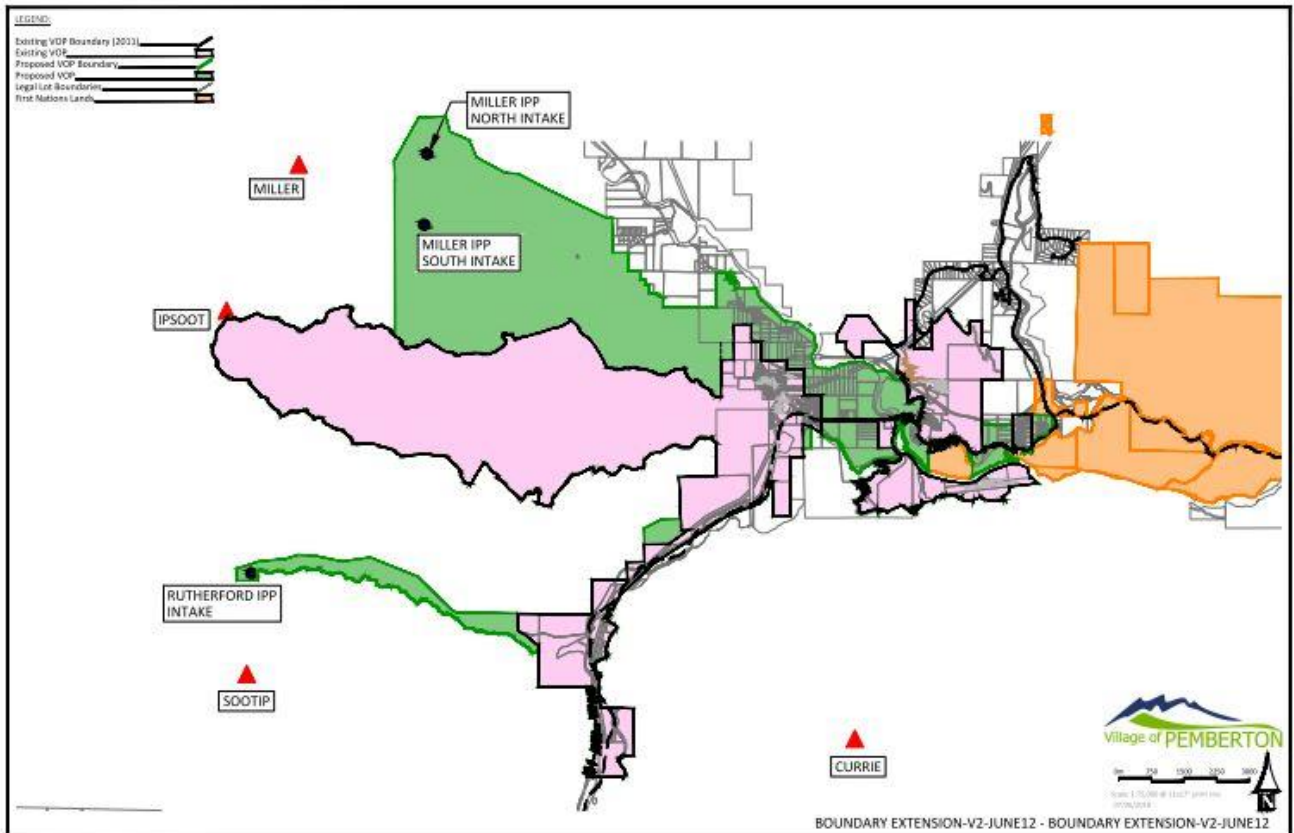
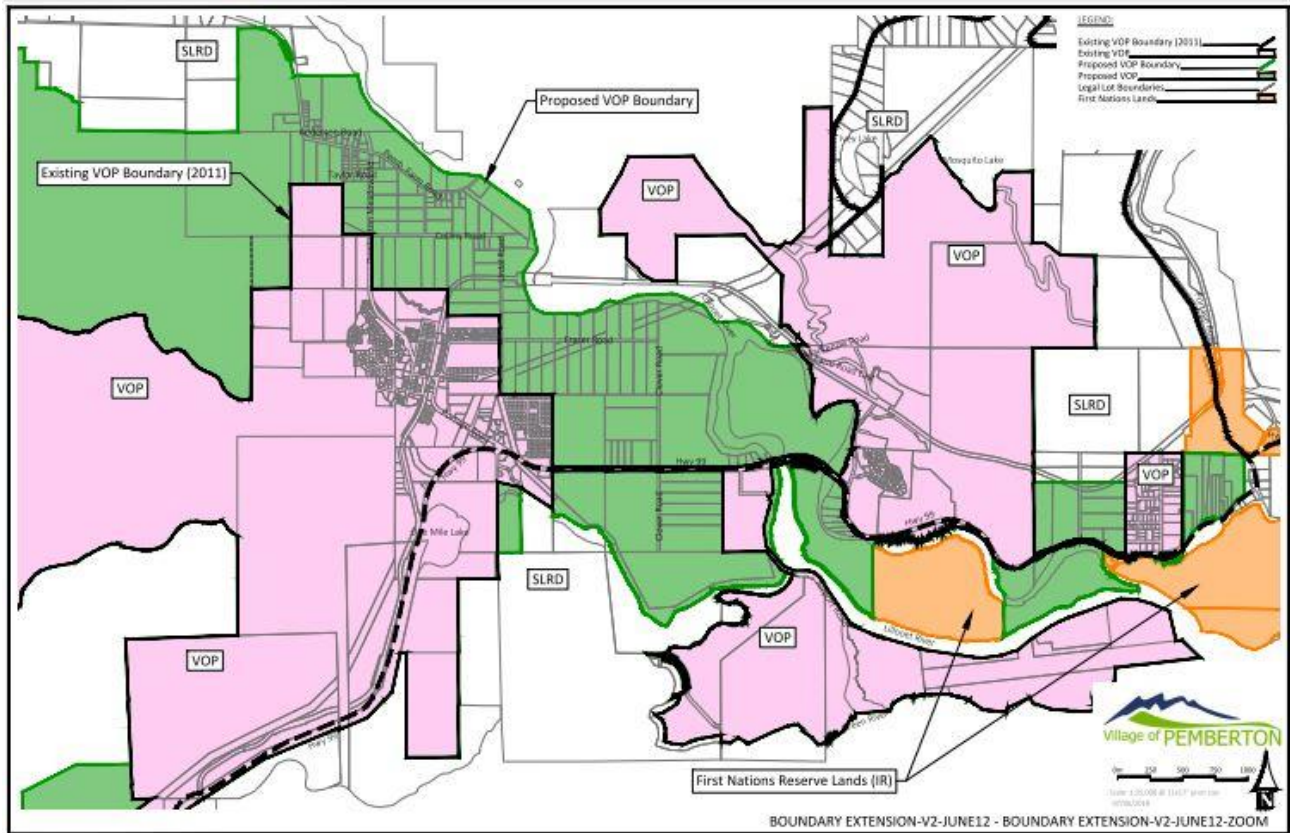


Figure 3.2 – Proposed Boundary Extension Area (zoomed in)



The estimated net taxable assessment for the proposed boundary extension area is illustrated in the following table.

Table 3.1 – Estimated 2018 Net Taxable Assessment for Boundary Extension Area

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 – Residential	234	\$100,539,200	\$51,856,500	\$152,395,700	74.06%
2 – Utilities*	4	\$785,300	\$48,410,000	\$49,195,300	23.91%
6 – Business	7	\$2,732,500	\$551,700	\$3,284,200	1.60%
8 – Rec/Non Profit	3	\$11,300	\$0	\$11,300	0.01%
9 – Farm	37	\$894,083	\$0	\$894,083	0.43%
Totals	285	\$104,962,383	\$100,818,200	\$205,780,583	100%

**Utility values include the Miller Creek IPP and the rural area portion of the Rutherford Creek IPP. As indicated previously, in a boundary extension, the general municipal tax would be capped at the equivalent to the rural area rates for Class 2 properties.*

4.0 SERVICE DELIVERY AND FINANCIAL IMPACTS ON VILLAGE

4.1 Overview of Service Delivery Impacts

Table 4.1 summarizes the primary service delivery impacts associated with the boundary extension proposal. As illustrated, there are a number of services which would experience no change in service delivery, including policing, schools, hospitals and flood protection. The majority of services provided by the SLRD would not change, except for a few electoral area services, further detailed later in this report. In terms of the Provincial services, the main change is that roads in the boundary extension area would become a municipal responsibility (as well as subdivision authority).

Table 4.1 – Potential Service Delivery Impacts of Boundary Extension Options

Current Study Area Services	No Change	Shift to Municipality
Provincial Services:		
• Roads		√
• Policing*	√	
• Subdivision Approval		√
• Property Tax Collection		√
• Schools	√	
• Hospitals	√	
Pemberton Valley Dyking District		
• Flood Protection	√	
SLRD Services		
• Regional/Sub-Regional Services	√	
• Electoral Area Services (e.g. Building Inspection, Civic Addressing)		√
• Pemberton Recreation Commission	√	
• Pemberton Fire Service Area		√
• PV Recreation Trails		√
• Pemberton Refuse	√	
• Pemberton TV/Radio Rebroadcasting	√	
• Pemberton North Water		√

*Policing would continue to be delivered by the RCMP through the Provincial contract. As the municipality would continue to have a population of less than 5,000 people, property owners would continue to pay less than 50% of policing costs.

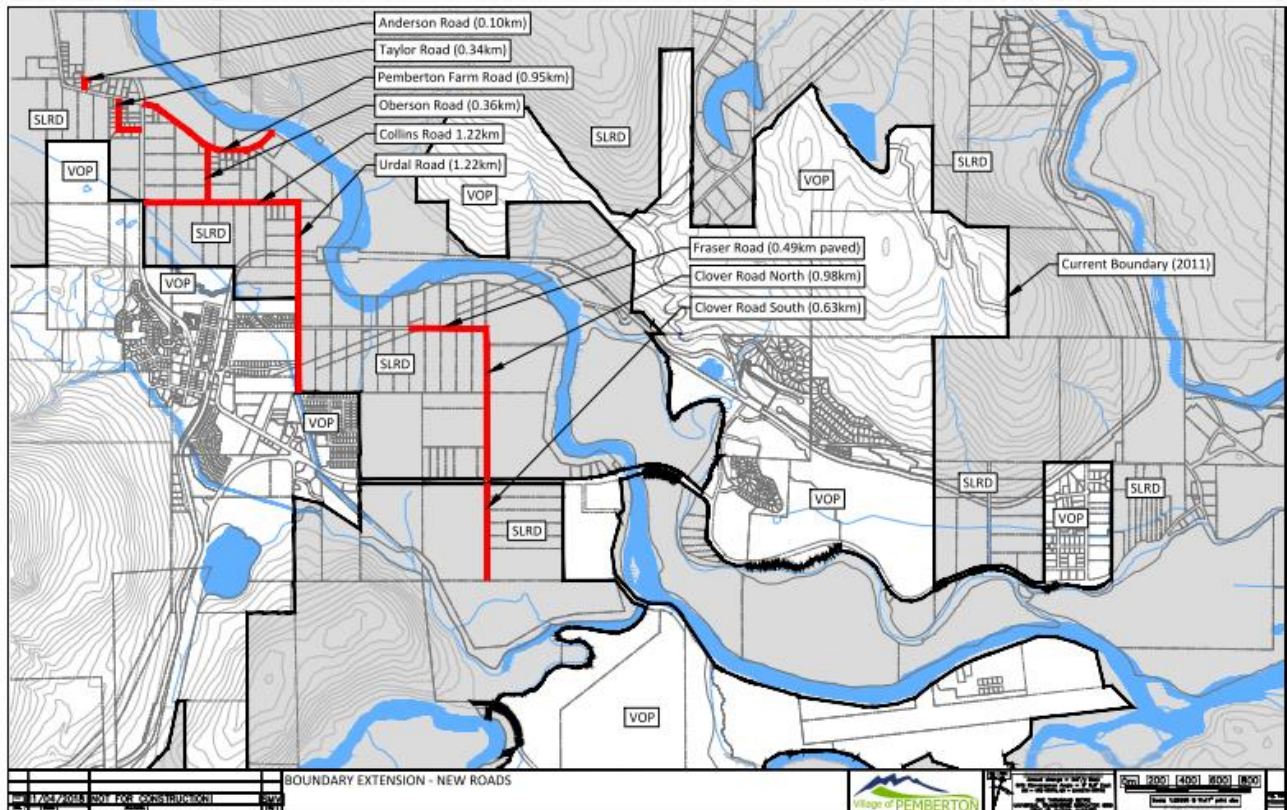
4.2 Key Financial and Service Delivery Impacts on Village

This section outlines potential service delivery and financial impacts on the Village in relation to a proposed boundary extension. As a result of boundary extension, a number of changes to general municipal expenditures are projected. The key impacts to various service areas are described below. For background, information is also included on some relevant service areas that are impacted or potentially impacted by a boundary extension, but that do not necessarily affect general municipal expenditures.

4.2.1 Road Maintenance

Regardless of local government structure, the Ministry of Transportation and Infrastructure is responsible for provincially numbered arterial routes. These types of routes include the Primary Highway System (e.g. Highway 99, the "Sea to Sky" Highway), the Secondary Highway System (e.g. Highway 7, the "Lougheed Highway," in the Fraser Valley), and the Major Road System (e.g. Highway 97C between Cache Creek, Logan Lake, and Merritt). In rural areas of the province, the Ministry also maintains local roads. For the proposed boundary extension, a number of current local MOTI roads would be transferred to the municipality, as shown in the figure below.

Figure 4.1 –Proposed Road Transfer in the Boundary Extension Area



For this study, as Portage Road / Pemberton Meadows Road through the Village of Pemberton is currently the responsibility of MOTI, it is assumed that Pemberton Meadows Road within the boundary extension area would also continue to be maintained by MOTI. This results in approximate 6.3 kilometres of local roads which would be transferred to municipal responsibility.

Table 4.2 identifies study area road lengths for MOTI local roads, as well as a high-level visual assessment conducted as part of the study. A more detailed road condition assessment was not part of the scope of this study, and is recommended for the Village of Pemberton if the boundary extension was successful.

Table 4.2 – Road Lengths in Proposed Boundary Extension Areas

Road Segment	Length (km)	Condition (high-level visual assessment)
Anderson Road	0.10	Poor
Taylor Road	0.34	Good
Pemberton Farm Road	0.95	Fair
Oberson Road	0.36	Very Good
Collins Road	1.22	Very Good (west of Oberson) / Fair (east of Oberson)
Urdal Road	1.22	Fair
Fraser Road	0.49	Good
Clover Road (North)	0.98	Fair
Clover Road (South)	0.63	Fair
TOTAL	6.29	

During previous discussions with MOTI, the Ministry provided estimated annual snow clearing and routine maintenance costs at approximately \$5,000 per km. The Village has indicated that its current annual maintenance costs are typically less than this amount on a per kilometre basis. Therefore, an estimate of \$5,000 per km is maintained for the purposes of this study.³ Using this rate, this results in an estimated annual O+M cost of \$31.450.

³ It is noted that snow clearing and routine maintenance costs could potentially be higher depending on factors such as the amount of snowfall, which varies from year to year, and the condition of the roads, impacting the level of routine maintenance that may be required.

4.2.2 Road Capital

It is also noted that these estimates above are for road maintenance only, and they do not include additional allowances for future capital expenditures that may be required to upgrade existing roads. Some roads (Anderson Road, for example) are in generally poor condition and will require future rehabilitation to bring it up to an acceptable Village of Pemberton rural road standard.

As part of this boundary extension study, the Village has been clear from the start that it needed to work with the MOTI and the Province of BC on a strategy for road capital upgrades. As part of this process, the Ministry of Municipal Affairs and Housing reviewed the information with MOTI and provided the following response with respect to potential capital upgrades:

“There are no immediate plans for any improvements other than possible routine activities (minor maintenance). Approximately two-thirds of Collins Road and all of Oberson Road was repaved over the last 2 years. The other roads are not specifically mentioned by MOTI in their response, but it appears the condition would be satisfactory given they are not designated for more than routine maintenance. Based on the response, it appears that if the Village wishes to proceed on the boundary extension, the desired road upgrades would be at their cost.”⁴

Although a detailed cost estimate for road capital upgrades in the boundary extension area is not part of the scope of this study, the potential financial impacts to the Village of Pemberton for future road capital upgrades are significant, and should therefore be considered carefully by the Village.

4.2.3 Policing

Rural areas and municipalities with a population of less than 5,000 pay a provincial police tax that covers approximately 50 percent of the total annual provincial cost to police these areas. In municipalities with a population of between 5,000 and 15,000, the local governments are directly responsible for 70 percent of local policing costs, plus facilities and support service costs. At this time, a boundary extension would not increase the Village’s population above the 5,000 threshold that results in higher local taxation for policing.

In rural areas and municipalities with a population of less than 5,000, the province-wide policing recovery amount (i.e. 50 percent of local police costs) is apportioned to each jurisdiction based on a formula that includes the local population and the local converted assessment. A boundary extension would adjust the amount of police costs apportioned to both Electoral Area C and the Village of Pemberton. However, in both jurisdictions, the police tax rate would not be significantly affected by a boundary extension, as there would also be relative adjustments to the assessment

⁴ Summary of email correspondence with Ministry of Municipal Affairs and Housing, dated June 6, 2018.

in each jurisdiction as a result of a boundary extension. For the purposes of this study, the current Area C and Village police tax rates are assumed, as part of the tax rate comparisons provided in Section 5.

4.2.4 Fire Services, Rescue Services, and 911 Services

The potential boundary extension area receives fire protection services from the Village on a contract basis. Because these fire services are already provided by the Village, there would not be changes to municipal expenditures as a result of a boundary extension. However, the method of cost recovery for electoral area fire services would change. Currently, property owners in the fire service areas pay property taxes for the SLRD fire service areas, and contributions are then made from the SLRD to the Village for the provision of the contract fire protection services. With a boundary extension, property owners would pay for fire protection through the general municipal tax.

Additionally, it is noted that the Pemberton Fire Department provides fire rescue services to all of Electoral Area C on a contract basis. This service is a sub-regional service, and it would not necessarily be affected by a boundary extension. Similarly, there is a sub-regional Emergency 911 service for the Village, Electoral Area C, and Electoral Area D. As with the fire rescue service, the 911 service would not necessarily be affected by a boundary extension. However, if an agreement were to be reached with the SLRD, it is possible that the Village could manage the 911 service, and provide it on contract to the electoral areas. Nevertheless, for the purposes of this study, it is assumed that this service would continue to be administered by the SLRD.

4.2.5 Pemberton North Water

With the proposed boundary extension area, the Village of Pemberton would take over responsibility for the Pemberton North Water Service. For the purposes of this study, it is assumed that PNWS property owners would continue to pay the water parcel tax in relation to debt incurred in 2003 in order to finance water pipeline replacement in the service area. It is also assumed that Pemberton North water users would transition to Village of Pemberton water user rates, resulting in savings to property owners in the boundary extension area in the short term. However, with a boundary extension it would be prudent to complete a water user rate review in order to synthesize user rates and ensure sufficient funding for operations, asset renewal, and any debt being recovered through user rates.

It is important to note that this boundary extension study does not review the overall condition of the PNWS water system, and any potential liabilities or future capital expenditures that the Village may take on by becoming responsible for this water system.

4.2.6 General Administration

Due to the additional population increase from the proposed boundary extension area, it is assumed that the Village may need to increase its staff complement to adjust for additional administration and/or other services.

4.2.7 Summary of Expenditures

Based on the information above, the following table outlines the summary potential changes to Village expenditures.

Table 4.3 – Summary of Projected Changes to Village Annual Expenditures

Expenditure Item	Amount	Notes
Road Maintenance*	\$31,000	Based on 6.3km of roads @ \$5,000/km/year
General Administration	\$75,000	Based on an additional 1.0 FTE in year 2 or 3
Annual Capital Costs	TBD	
Total:	\$106,500	

*Projected road maintenance costs assume that the Province would continue to maintain Pemberton Meadows Road.

It is important to reiterate that Table 4.3 does not identify any regular or major capital improvements that may be required as a result of a boundary extension. Depending on the condition of roads and the Pemberton North Water System, in particular, the municipality could take on significant liability for future capital expenditures.

One-Time Expenditures:

In addition to the projected annual expenditures identified above, boundary extension would also result in a number of potential one-time expenditures.

- **Road and Infrastructure Assessments**

As previously noted, the Ministry of Transportation and Infrastructure have indicated that they do not have any planned capital works for the study area roads within the next five years. This creates a potential liability with respect to future road capital expenditures. If the boundary extension were to proceed, the Village would need to plan ahead for the long-term maintenance, repair, and replacement of road infrastructure. It is recommended that the Village complete a road condition assessment for the study area upon boundary extension. Findings should be incorporated into the Village’s transportation and infrastructure management plans.

As well, it is advisable for the Village to complete an independent condition assessment of the Pemberton North Water System, in order to plan for any future capital investments that may be required for the water system. A one-time allocation of \$100,000 has been projected for both the road and water assessments.

- **Development Services – Policy and Bylaw Updates:**

With a boundary extension, responsibility for subdivision approval would transfer from the Ministry of Transportation and Infrastructure to the Village of Pemberton. The Village would also take on responsibility for the various planning and development related functions of the SLRD, including long-range land use planning, development approvals, building inspection, and civic addressing. Because the proposed boundary extension areas are primarily agricultural and not identified as growth areas, it is not anticipated that the Village would incur significant new annual expenditures to provide development services to these areas. However, as with any boundary extension, there will need to be some additional effort to harmonize and integrate the SLRD’s land use policies (e.g. Official Community Plan, Agricultural Area Plan), bylaws (e.g. zoning) and related maps with those of the Village. A one-time allocation of \$50,000 has been projected for this work.

- **Records Management Updates:**

Due to the potential size of the boundary extension area, it is expected that there will be some additional administrative tasks (e.g. updating tax rolls, harmonizing bylaws, updating records management systems) that will add to workload and potentially impact the budget over the short term. A one-time allocation of \$25,000 is projected to assist with this impact on records management and legislative services.

Table 4.4 summarizes the projected one-time expenditures that the Village would incur as a result of a boundary extension.

Table 4.4 – Summary of Projected Additional One-Time Expenditures

Projected Additional One-Time Expenditures	Amount
Road and Water Infrastructure Assessments	\$100,000
Development Services – Policy and Bylaw Updates	\$50,000
Records Management Updates	\$25,000
Total:	\$175,000

4.2.1 Potential Revenues

As a result of boundary extension, a number of changes to general municipal revenues are projected. The main impact is increased revenue from property taxation. However, there are also other impacts to revenues from utility sales in the community, grants, and SLRD contributions to services. These impacts are described below.

- **Property Taxation (Ad Valorem):**

As illustrated in Section 3, boundary extension would result in the addition of approximately \$207.5 million in assessment, including the estimated value of the Rutherford and Miller IPP projects. To project the potential additional revenue from taxation, the Village’s 2018 municipal tax rates were used, with the exception of IPP projects, which would pay taxes based on the provincial rural tax rates. Based on this methodology, the boundary extension would result in approximately \$493,000 in additional municipal taxation (including approximately \$190,000 in revenue from the Rutherford Creek and Miller Creek IPPs). These calculations are illustrated in Table 4.5 below.

Table 4.5 – Projected Property Tax Revenues

Property Description	Property Class	Folios / Occurrences	Net land	Net Improvements	Net Total	2018 Mun Tax Rate	Potential Mun Tax Revenue
Residential	1	187	\$ 97,651,600	\$ 39,004,800	\$ 136,656,400	1.8836	\$ 257,406
Rutherford Penstock & Intake (see note 1)	2	1	\$ 247,000	\$ -	\$ 247,000	3.8700	\$ 956
Rutherford IPP (see note 1)	2	1	\$ -	\$ 29,993,000	\$ 29,993,000	3.8700	\$ 116,073
Miller Powerhouse & Trailer (see note 1)	2	1	\$ 538,300	\$ 2,737,000	\$ 3,275,300	3.8700	\$ 12,675
Miller IPP (see note 1)	2	1	\$ -	\$ 15,680,000	\$ 15,680,000	3.8700	\$ 60,682
Business and Other	6	2	\$ -	\$ -	\$ -	4.2380	\$ -
Combined Property Classes							
Commercial and Residential (land and impr)	6 & 1	4	\$ 2,732,500	\$ 1,604,200	\$ 4,336,700	4.2380 / 1.8836	\$ 14,602
Recreational and Residential (land and impr)	8 & 1	1	\$ 11,300	\$ 31,500	\$ 42,800	1.8836	\$ 81
Recreational and Commercial (land and impr)	8 & 6	2	\$ -	\$ -	\$ -	-	\$ -
Farm							
Fully Taxable Residential Bldgs on Farms	1	24	\$ -	\$ 5,254,800	\$ 5,254,800	1.8836	\$ 9,898
Farm House Bldgs on Farms (see notes 2+3)	1	23	\$ -	\$ 5,961,200	\$ 5,961,200	1.8836	\$ 11,229
Farm Outbuildings (see note 4)	1	22	\$ -	\$ 368,200	\$ 368,200	-	\$ -
Fully Taxable Business and Other on Farms	6	3	\$ -	\$ 551,700	\$ 551,700	4.2380	\$ 2,338
Class 9 Farm Land (see note 5)	9	37	\$ 894,083	\$ -	\$ 894,083	1.8836	\$ 1,684
Class 1 Land in the ALR (see note 6)	1	12	\$ 2,887,600	\$ -	\$ 2,887,600	1.8836	\$ 5,439
Class 6 Places of Worship (see note 7)	6	1	\$ -	\$ 227,000	\$ 227,000	-	\$ -
Class 8 Places of Worship (see note 7)	8	2	\$ -	\$ 1,145,500	\$ 1,145,500	-	\$ -
TOTALS		324	\$ 104,962,383	\$ 102,558,900	\$ 207,521,283		\$ 493,062
Total Number of Properties (see note 8)		206					

Notes:

- (1) Class 2 Rate capped at Provincial Rural Tax rate
- (2) Farm House Value: Min = \$90,900; Max = \$906,000; Avg = ~\$260,000
- (3) At Class 1 mill rate, potential additional Farm House taxation (non exemption) is: Min= \$193, Max = \$1,927, Avg = \$553
- (4) Farm Outbuildings assessment (\$368,200), assumed full exemptions received
- (5) Municipality may consider reducing its Class 9 mill rate to reduce burden on farm land
- (6) Class 1 "Land in the ALR" category assumed to be taxed at Class 1 Residential rate
- (7) Assumed that Village of Pemberton will provide property tax exemption to Places of Worship
- (8) Total number of properties (206) is less than number of occurrences, due to multiple folios on one property

- **Small Community Investment Fund Grants:**

The Village of Pemberton receives revenues through Strategic Community Investment Fund grants, primarily consisting of Small Community Grant revenues. Typically, for communities with a population of less than 5,000 there is a Small Community Grant base amount of \$200,000, an equalization amount based on assessment, and a population amount. To account for increased population as a result of a boundary extension, an estimated \$25,000 increase to the Small Community Grant is projected (based on \$50 per capita).

- **Community Works Fund (Gas Tax):**

The Village also receives funding through the Community Works Fund (Gas Tax) grant revenue. This amount is based on population. With a boundary extension, it is projected that Community Works Fund revenues would increase by \$22,000, based on discussion with the Ministry of Municipal Affairs and Housing.

- **Other**

Other potential payments or grants were reviewed as part of the boundary extension study, but were considered nominal in this context. These include the following:

- 1% utility taxes
- BC Hydro grant
- Payment in lieu of taxes (PILT)
- Grants in lieu of taxes (GILT)

Table 4.6 below provides a summary of potential changes to Village of Pemberton annual revenues.

Table 4.6 – Summary of Potential Changes to Village Annual Revenues

Item	Projected Additional Annual Revenues
Property Taxation	\$493,000
Small Community Grant	\$25,000
Community Works Fund	\$22,000
Total:	\$540,000

Based on the projections and calculations provided in this section, the estimated net annual revenues to the Village of Pemberton are approximately **\$433,500** (\$540,000 in revenues less \$106,500 in expenditures). This does not include any transfers to capital reserves (for roads or water), or contributions to the SLRD for potential impacts (discussed in Section 6).

5.0 POTENTIAL PROPERTY TAX IMPACTS

Based on the inputs and assumptions outlined in previous sections of this report, a high-level analysis of property tax impacts was completed to understand the potential financial implications of a boundary extension on property owners in the study area.

5.1 Property Tax Comparisons

Table 5.1 outlines the Class 1 Residential tax rate comparison, and Table 5.2 outlines the Class 9 Farm House tax rate comparison. For the purpose of the comparisons, 2017 tax rates were utilized. The analysis was completed using values for a typical residential property (net taxable value of \$600,000 - \$300,000 land and \$300,000 improvements) and a typical farm property (net taxable value of \$400,000 - \$100,000 land and \$300,000 farm house).

Based on the sample Class 1 Residential property within the boundary extension area, the potential difference in property taxes is estimated at \$577 (from \$2,372 to \$2,948), or a 24% increase. This value does not include parcel taxes, user rates, or the Pemberton Valley Dyking District levy. Of that, taxes which are unaffected (e.g. school, hospital, BCAA, MFA) represent an estimated \$810 of the total.

The sample Class 9 Farm House property assumes \$100,000 in Class 9 Farm land, \$300,000 in Class 1 Residential farm house, and \$50,000 in farm outbuildings (which achieve a full property tax exemption). Based on this sample property within the boundary extension area, the potential difference in property taxes is estimated at \$544 (from \$1,640 to \$2,183), or a 33% increase. Similar to the Class 1 Residential example, this value does not include parcel taxes, user rates, or the Pemberton Valley Dyking District levy. Of the total, taxes which are unaffected (e.g. school, hospital, BCAA, MFA) represent an estimated \$758.

Based on the sample properties, the estimated property tax impact for properties within the boundary extension area is of significance, at a 24% and 33% increase for the sample Class 1 residential and Class 9 farm house respectively. Other property classes in the boundary extension area (e.g. commercial, industrial) would also have similar property tax impacts. Only the IPPs would have no property tax impacts, due to the statutory rate cap from the Province.

Table 5.1 – Class 1 Residential Tax Rate Comparison (2017)

Land - Class 1	\$ 300,000			
Improvements - Class 1	\$ 300,000			
Total	\$ 600,000			
Function/Service	Village Tax Rates	Village Property Taxes	Area C Tax Rates	Area C Property Taxes
Unaffected Ad Valorem Taxes				
School	1.2695	\$ 762	1.2695	\$ 762
Sea-to-Sky Regional Hospital District	0.0369	\$ 22	0.0369	\$ 22
BC Assessment Authority	0.0432	\$ 26	0.0432	\$ 26
Municipal Finance Authority	0.0002	\$ 0	0.0002	\$ 0
Total Unaffected Ad Valorem Taxes	1.3498	\$ 810	1.3498	\$ 810
Affected Ad Valorem Taxes				
Municipal Tax (Land & Impr)	2.1267	\$ 1,276		
Provincial Rural Tax			0.5400	\$ 324
Police Tax	0.2564	\$ 154	0.1341	\$ 80
<i>Squamish-Lillooet Regional District</i>				
SLRD General Levy	1.1805	\$ 708		
SLRD Area C Levy			1.1706	\$ 702
<i>Other SLRD Area C Charges</i>				
Pemberton Rec Commission			0.0287	\$ 17
Pemberton Fire Service Area			0.5304	\$ 318
Pemberton Valley Rec Trails			0.0588	\$ 35
Pemberton Refuse			0.1269	\$ 76
Pemberton TV (on Improvements only)			0.0264	\$ 8
Total Affected Ad Valorem Taxes	3.5636	\$ 2,138	2.6159	\$ 1,562
Total Ad Valorem Taxes	4.9134	\$ 2,948	3.9657	\$ 2,372
			Difference	\$ 577
			% Change	24%

Table 5.2 – Class 9 Farm House Tax Rate Comparison (2017)

Land - Class 9 Farm	\$ 100,000			
Improvements - Class 1 Farm House	\$ 300,000			
Farm Outbuildings - Class 1 (See Note 1)	\$ -	\$ 50,000		
Total	\$ 400,000			
Function/Service	Village Tax Rates	Village Property Taxes	Area C Tax Rates	Area C Property Taxes
Unaffected Ad Valorem Taxes				
School (Class 1)	1.2695	\$ 381	1.2695	\$ 381
School (Class 9 - based on 50% value)	6.9000	\$ 345	6.9000	\$ 345
Sea-to-Sky Regional Hospital District	0.0369	\$ 15	0.0369	\$ 15
BC Assessment Authority	0.0432	\$ 17	0.0432	\$ 17
Municipal Finance Authority	0.0002	\$ 0	0.0002	\$ 0
Total Unaffected Ad Valorem Taxes	6.9803	\$ 758	6.9803	\$ 758
Affected Ad Valorem Taxes				
Municipal Tax (Class 1)	2.1267	\$ 638		
Municipal Tax (Class 9) - See Note 2	2.1267	\$ 213		
Provincial Rural Tax (Class 1)			Exempt	\$ -
Provincial Rural Tax (Class 9)			0.5400	\$ 54
Police Tax	0.2564	\$ 103	0.1341	\$ 54
<i>Squamish-Lillooet Regional District</i>				
SLRD General Levy	1.1805	\$ 472		
SLRD Area C Levy			1.1706	\$ 468
<i>Other SLRD Area C Charges</i>				
Pemberton Rec Commission			0.0287	\$ 11
Pemberton Fire Service Area			0.5304	\$ 212
Pemberton Valley Rec Trails			0.0588	\$ 24
Pemberton Refuse			0.1269	\$ 51
Pemberton TV (on Improvements only)			0.0264	\$ 8
Total Affected Ad Valorem Taxes	3.5636	\$ 1,425	2.6159	\$ 882
Total Ad Valorem Taxes	10.5439	\$ 2,183	9.5962	\$ 1,640
			Difference	\$ 544
			% Change	33%
<i>Notes:</i>				
<i>(1) Community Charter Exemption = \$50,000 or 87% of Improvement, whichever is greater</i>				
<i>(2) Village of Pemberton can adjust its Farm Tax rate to lessen impact on farm taxation</i>				

5.2 Farm Tax Exemptions and Property Tax Phase-In Period

When considering the tax impacts of boundary extension, farm properties are unique, as various different property tax exemptions apply to farm land, farm dwellings, and other farm improvements, depending on whether the farm is located within municipal boundaries or not. Table 5.3 illustrates the various statutory exemptions for farm properties.

Table 5.3 – Statutory Farm Tax Exemptions

Property	Rural		Municipal	
	General	School/Hospital	General	School/Hospital
Farmers’ dwellings – Class 1	Full exemption	Fully taxable	Fully taxable	Fully taxable
Farm improvements (other than farmers’ dwellings) – Class 1*	Full exemption	Max \$50,000 exemption	Max \$50,000 exemption	Max \$50,000 exemption
Agricultural land – Class 9	Fully taxable	50% exemption	Fully taxable	50% exemption

* In 2013, the \$50,000 exemptions were changed to \$50,000 or 87.5% of the total assessed value of farm buildings, whichever is greater. See Section 220(1)(n) of Community Charter.

As shown in the sample property tax calculation on Table 5.2, the farm house sample property receives full exemption of the provincial rural tax (calculated \$0.54 per \$1,000 in 2017), but would have to pay the Class 1 residential rate (calculated at \$2.1267 per \$1,000 in 2017). Therefore, the sample property would go from receiving a \$324 exemption to paying \$638 for the farm house, due to boundary extension.

Recognizing that farm dwellings and improvements will experience higher tax rates after municipal boundary extension, Section 222 of the *Community Charter* provides for a five year phase-in period of taxes after incorporation. Over the five years following boundary extension, farm dwellings and improvements are exempt as follows:

- Year 1 – 100% exemption (of exemption that would have applied)
- Year 2 – 80%
- Year 3 – 60%
- Year 4 – 40%
- Year 5 – 20%
- Year 6 – No exemption.

In addition, a municipality has the ability to change the class multiplier on its Class 9 farm tax rate, in order to support farming. Currently in BC, six municipalities have lower farm tax rates in order to support farming (Vernon, Vanderhoof, Telkwa, Saanich, 100 Mile House, and Bowen Island).

6.0 REGIONAL DISTRICT IMPACTS

As part of the boundary extension review process, an analysis of potential impacts to the regional district is warranted. As noted in the report, the majority of SLRD services will not be affected by boundary extension – namely regional, sub-regional, and local services.

The SLRD provides a number of electoral-area only services which will be affected as part of boundary extension. These are as follows: Civic Addressing, Building Inspection, Elections UBCM, Emergency Planning, and Community Parks. In addition, the SLRD has just initiated a new service, Invasive Species, which is based on a fixed requisition, which would be impacted by boundary extension.

Table 6.1 below identifies the 2018 requisition for the potentially affected services (i.e. “baseline” scenario). Two of the services – Civic Addressing and Community Parks – have a \$0 requisition in 2018 and are not included in the table. In addition, the amount of current surplus funds have been identified, in order to consider a “high impact” scenario.

Table 6.1 – SLRD Services Impacted by Boundary Extension

Description	2018 Requisition	Surplus
Building Inspection	\$105,496	\$111,405
Elections UBCM	\$16,000	\$1,230
Emergency Planning	\$179,143	\$12,104
Invasive Species (fixed requisition)	\$10,000	
Total:	\$310,639	\$124,739

Based on the assessment in the boundary extension area (see **Appendix A**), the potential financial impacts to the SLRD due to boundary extension range from \$41,446 (baseline scenario) to \$57,413. Tables 6.2 and 6.3 show the potential impacts on each electoral area, if the tax rates were required to be increased to maintain the current levels of service.

Table 6.2 – SLRD Impacts by Electoral Area (Baseline Scenario)

ADDITIONAL REVENUE REQUIRED FROM ELECTORAL AREAS (OR FROM VILLAGE OF PEMBERTON) - BASELINE SCENARIO							
Class	Tax Rate	Tax Rate Differential (Inv Species Area C)	Area A	Area B	Area C (remaining)	Area D	
1 – Residential	\$ 0.0169	\$ 0.0037	\$ 2,772	\$ 1,328	\$ 8,113	\$ 12,237	
2 – Utilities	\$ 0.0593	\$ 0.0131	\$ 1,137	\$ 424	\$ 7,902	\$ 5,510	
3 – Supportive Housing	\$ 0.0169	\$ 0.0037	\$ -	\$ -	\$ -	\$ -	
4 – Major Industry	\$ 0.0576	\$ 0.0127	\$ 82	\$ -	\$ -	\$ -	
5 – Light Industry	\$ 0.0576	\$ 0.0127	\$ 5	\$ 0	\$ 135	\$ 328	
6 – Business	\$ 0.0415	\$ 0.0092	\$ 159	\$ 191	\$ 148	\$ 717	
7 – Mgd. Forest	\$ 0.0508	\$ 0.0112	\$ 1	\$ -	\$ 2	\$ 7	
8 – Rec/Non Profit	\$ 0.0169	\$ 0.0037	\$ 35	\$ 19	\$ 24	\$ 85	
9 – Farm	\$ 0.0169	\$ 0.0037	\$ 0	\$ 26	\$ 57	\$ 2	
			4,192	\$1,989	\$16,380	\$18,885	\$41,446

Table 6.3 – SLRD Impacts by Electoral Area (Baseline Scenario)

ADDITIONAL REVENUE REQUIRED FROM ELECTORAL AREAS (OR FROM VILLAGE OF PEMBERTON) - HIGH SCENARIO							
Class	Tax Rate	Tax Rate Differential (Inv Species Area C)	Area A	Area B	Area C (remaining)	Area D	
1 – Residential	\$ 0.0240	\$ 0.0037	\$ 3,923	\$ 1,879	\$ 10,871	\$ 17,314	
2 – Utilities	\$ 0.0839	\$ 0.0131	\$ 1,609	\$ 599	\$ 10,588	\$ 7,797	
3 – Supportive Housing	\$ 0.0240	\$ 0.0037	\$ -	\$ -	\$ -	\$ -	
4 – Major Industry	\$ 0.0815	\$ 0.0127	\$ 116	\$ -	\$ -	\$ -	
5 – Light Industry	\$ 0.0815	\$ 0.0127	\$ 7	\$ 1	\$ 180	\$ 463	
6 – Business	\$ 0.0587	\$ 0.0092	\$ 225	\$ 270	\$ 198	\$ 1,015	
7 – Mgd. Forest	\$ 0.0719	\$ 0.0112	\$ 2	\$ -	\$ 2	\$ 10	
8 – Rec/Non Profit	\$ 0.0240	\$ 0.0037	\$ 50	\$ 27	\$ 32	\$ 120	
9 – Farm	\$ 0.0240	\$ 0.0037	\$ 0	\$ 37	\$ 76	\$ 2	
			5,931	\$2,814	\$21,947	\$26,721	\$57,413

These potential impacts should be considered by the Village, as part of discussions of transitional funding due to boundary extension, similar to the 2011 process.

7.0 PUBLIC CONSULTATION AND ADDITIONAL PROCESSES

7.1 Community Engagement

As per the Ministry of Municipal Affairs and Housing's *Guidelines to Boundary Extension*, a municipality must undertake a consultation process to ensure those affected property owners in the proposed boundary extension area are made aware of the initiative and are consulted. As well, consultation with other local jurisdictions and affected stakeholders is required.

In order to fulfil this requirement the Village established a communications program that included correspondence sent to all property owners, two Open House/Information Sessions, issuance of an on-line survey to garner feedback, advertising and various stakeholder meetings.

The Village provided ongoing notification to the SLRD to keep them apprised of timelines, process and provided Council reports and presentation materials. The Pemberton Valley Dyking District was also provided notification of the boundary extension proposal.

Although the duty to consult with Lil'wat Nation remains at the Provincial level, Staff met with Senior Staff at Lil'wat Nation to review the proposed boundary extension catchment area and seek feedback, and provided ongoing updates on timelines, process and Council presentations.

As noted, two Open House sessions were held in the community as follows:

- On April 25, 2018, Open House #1 was held at Signal Hill Elementary School and attended by 67 residents;
- On May 15, 2018, Open House #2 (with presentation) was held at Signal Hill Elementary School which was attended by 66 residents

With respect to the survey feedback, highlights are provided below:

- 22 people completed feedback forms from the April 25th Meeting;
 - 59% of the meeting survey respondents indicated that the information provided at the Open House was helpful; 36% said somewhat helpful; and 5% said it was not helpful.
- 17 people completed the feedback forms from the May 15th Meeting;
 - 38% of the meeting survey respondents indicated that the information provided at the Open House was helpful; 50% said somewhat helpful; and 13% said it was not helpful.
 - 59% of the May 15th meeting survey respondents indicated that they had enough information to make an informed decision with respect to Boundary Extension.

In general, attendees at the Open House sessions appreciated the opportunity to be informed and provide their comments and concerns. Most of the public concerns related to the potential tax increases (for relatively little foreseen service benefits), impact on farm properties, and uncertainty regarding road capital upgrades (which MOTI has now responded since the meetings).

As part of the review and consultation process, a number of refinements to the boundary extension study area were considered. This included consideration of 14 properties east of the Industrial Park, which after discussion and detailed review, were not added in the end. In addition, one property was removed which originally was included as part of the Pemberton North Water Service, but was since determined to not be part of PNWS.

For reference, the presentation provided at Open House #2 is included in **Appendix B**, as well as a series of Frequently Asked Questions (FAQs) provided to the public and included in **Appendix C**.

7.2 Other Referrals

As part of the Ministry process, the proposed boundary extension would require formal referrals to other relevant agencies/bodies such as the Agricultural Land Commission, Pemberton Valley Dyking District, the Ministry of Transportation and Infrastructure, and Lil'wat Nation and other Nations within traditional territories. This is something that would be undertaken by the Province of BC, should the Village of Pemberton decide to proceed further with the boundary extension.

7.3 Elector Approval

Any boundary extension would require the approval of the property owners within a proposed municipal boundary extension area (referendum) as well as the municipality's electors (either through a referendum or the Alternative Approval Process). The timing of this proposed boundary extension was set to align it with the upcoming October 20, 2018 local government elections. If the Village of Pemberton decides to proceed further with the boundary extension, the Village would need to work closely with the Ministry of Municipal Affairs and Housing to ensure that the timelines are met for the referendum in the Fall of 2018.

8.0 SUMMARY

While the Village of Pemberton completed a boundary extension in 2011, the current municipal boundary still leaves potential outstanding questions with respect to community identity, representation, land use planning control, and service delivery. As the functional boundaries of the Pemberton community are larger than the current municipal boundary, there has been a continued desire to expand the Village boundary. Unlike many boundary extensions, which involve the provision of new services (e.g. water, sewer) to lands beyond the municipality, the main goals of this boundary extension are to address the current issues around community identity, representation, land use planning control, and existing service delivery.

The proposed boundary extension will help to consolidate a number of existing services, including water (currently through Pemberton North Water Service for some of the boundary extension area), subdivision control (currently through MOTI), and road maintenance (currently through MOTI).

A key issue which required resolution as part of this study was the potential commitment of the Ministry of Transportation and Infrastructure to provide capital upgrades to the approximately 6.3 kilometres of roads in the boundary extension area. As part of this process, the Province of BC indicated that MOTI undertook recent capital upgrades for some of the roads within the boundary extension area, and had no plans for additional road upgrades in the near future, or as part of the boundary extension process. The Village of Pemberton will need to take this into consideration when deciding whether or not to move forward with the boundary extension process.

As part of the study, detailed financial analysis and property tax scenarios were undertaken to provide a “before and after” snapshot of a typical property within the boundary extension area. The analysis showed potential tax impacts of \$577 for a typical Class 1 residential property and \$544 for a typical Class 9 farm house. The Village of Pemberton has the ability to phase in the farm tax rates over five years, as well as lower the Class 9 municipal tax rate.

The study reviewed the potential impacts to the Squamish-Lillooet Regional District, based on a “baseline” scenario and a “high impact” scenario. Based on the assessment in the boundary extension area, the potential financial impacts to the SLRD due to boundary extension range from \$41,446 to \$57,413.

Based on the projections and calculations in this study, the estimated net annual revenues to the Village of Pemberton are approximately \$433,500 (\$540,000 in revenues less \$106,500 in expenditures). This does not include any transfers to capital reserves, or contributions to the SLRD for potential impacts.

The information and analysis provided in the Village of Pemberton Boundary Extension Study is intended to assist the municipality to make an informed decision whether or not to proceed with a formal request to the Minister of Municipal Affairs and Housing to consider boundary extension. If the process moves forward, the information can also be used for residents and property owners in the boundary extension area and the Village of Pemberton to help make their own informed decisions, should a referendum vote be held in the Fall of 2018.

APPENDIX A

Potential Impacts to the Regional District

PEMBERTON ON BOUNDARY EXTENSION STUDY - 2018 ASSESSMENT DATA

Village of Pemberton - 2018 Assessment Data (General)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	1,113	\$360,630.300	\$216,200.400	\$576,830.700	83.32%
2- Utilities	1	\$1,215,000	\$14,188,600	\$15,403,600	2.24%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	3	\$720,000	\$2,082,400	\$2,802,400	0.41%
6- Business	283	\$54,191,873	\$32,303,873	\$86,495,746	12.60%
7- Mgt. Forest	2	\$6,207,500	\$0	\$6,207,500	0.89%
8- Rec/Non Profit	4	\$5,167,700	\$102,900	\$5,270,600	0.77%
9- Farm	6	\$314,812	\$0	\$314,812	0.05%
TOTAL	1,420	\$422,439,742	\$263,878,174	\$686,317,916	100%

Village of Pemberton - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	1,113	\$366,008,800	\$216,200,400	\$582,209,200	83.32%
2- Utilities	7	\$1,215,000	\$15,000,000	\$16,265,000	2.37%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	3	\$720,000	\$2,082,400	\$2,802,400	0.41%
6- Business	283	\$54,420,873	\$35,404,873	\$89,825,746	13.10%
7- Mgt. Forest	2	\$6,207,500	\$0	\$6,207,500	0.90%
8- Rec/Non Profit	4	\$5,167,700	\$102,900	\$5,270,600	0.77%
9- Farm	6	\$157,404	\$0	\$157,404	0.02%
TOTAL	1,423	\$417,889,804	\$287,847,673	\$705,737,477	100%

Electoral Area C - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	1,351	\$360,704,684	\$184,077,464	\$544,782,148	76.07%
2- Utilities	20	\$7,473,240	\$150,912,000	\$158,385,240	22.12%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	11	\$1,864,400	\$50,200	\$1,914,600	0.27%
6- Business	28	\$6,061,000	\$1,140,000	\$7,201,000	0.99%
7- Mgt. Forest	1	\$29,200	\$0	\$29,200	0.00%
8- Rec/Non Profit	4	\$1,163,600	\$0	\$1,163,600	0.16%
9- Farm	16	\$362,272	\$0	\$362,272	0.05%
TOTAL	1,398	\$389,534,624	\$346,182,664	\$735,717,288	100%

Boundary Extension Area

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	234	\$100,039,200	\$51,858,500	\$152,397,700	74.06%
2- Utilities	4	\$785,300	\$48,410,000	\$49,195,300	23.91%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	11	\$1,864,400	\$50,200	\$1,914,600	0.27%
6- Business	28	\$6,061,000	\$1,140,000	\$7,201,000	0.99%
7- Mgt. Forest	1	\$29,200	\$0	\$29,200	0.01%
8- Rec/Non Profit	4	\$1,163,600	\$0	\$1,163,600	0.43%
9- Farm	17	\$84,084	\$0	\$84,084	0.39%
TOTAL	288	\$104,962,284	\$52,058,700	\$157,020,984	100%

Full Example Assessment: \$1,740,759

Remaining Assessment in Area C

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	1,117	\$250,165,384	\$142,220,964	\$392,386,348	76.89%
2- Utilities	20	\$6,687,340	\$102,002,000	\$108,689,340	21.40%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	11	\$1,864,400	\$50,200	\$1,914,600	0.38%
6- Business	28	\$6,061,000	\$1,140,000	\$7,201,000	1.41%
7- Mgt. Forest	1	\$29,200	\$0	\$29,200	0.01%
8- Rec/Non Profit	4	\$1,163,600	\$0	\$1,163,600	0.23%
9- Farm	13	\$214,272	\$0	\$214,272	0.43%
TOTAL	1,313	\$264,971,074	\$246,364,404	\$511,335,478	100%

OTHER SLRD ELECTORAL AREAS

Electoral Area A - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	712	\$116,108,200	\$47,574,000	\$163,682,200	86.00%
2- Utilities	20	\$636,240	\$18,348,000	\$19,184,240	10.00%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	11	\$1,864,400	\$50,200	\$1,914,600	0.79%
6- Business	27	\$425,842	\$3,401,208	\$3,827,050	2.01%
7- Mgt. Forest	1	\$26,800	\$0	\$26,800	0.01%
8- Rec/Non Profit	24	\$2,062,600	\$0	\$2,062,600	1.10%
9- Farm	13	\$174,010	\$0	\$174,010	0.11%
TOTAL	784	\$119,818,694	\$70,512,608	\$190,331,302	100%

Electoral Area B - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	420	\$46,808,200	\$31,832,817	\$78,641,017	94.05%
2- Utilities	3	\$3,781,000	\$3,262,700	\$7,043,700	7.99%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	11	\$6,200	\$0	\$6,200	0.01%
6- Business	13	\$97,873	\$3,640,172	\$3,738,045	4.95%
7- Mgt. Forest	0	\$0	\$0	\$0	0.00%
8- Rec/Non Profit	2	\$1,139,200	\$0	\$1,139,200	1.23%
9- Farm	14	\$1,653,332	\$0	\$1,653,332	1.87%
TOTAL	644	\$54,246,760	\$38,615,709	\$92,862,469	100%

Electoral Area D - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	819	\$565,765,200	\$166,705,800	\$732,471,000	85.64%
2- Utilities	43	\$5,208,240	\$97,748,800	\$102,957,040	11.02%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	0	\$0	\$0	\$0	0.00%
5- Light Industry	3	\$5,688,100	\$0	\$5,688,100	0.77%
6- Business	33	\$6,789,200	\$10,524,600	\$17,313,800	2.09%
7- Mgt. Forest	30	\$1,830,000	\$0	\$1,830,000	0.21%
8- Rec/Non Profit	3	\$3,936,800	\$1,064,300	\$5,001,100	0.59%
9- Farm	5	\$92,000	\$0	\$92,000	0.01%
TOTAL	911	\$677,385,640	\$286,343,400	\$963,729,040	100%

Village of Pemberton - 2018 Assessment Data (General)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$36,083.200	\$21,620.000	\$57,703.200
35.0%	\$46,289	\$4,966,016	\$5,391,279
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$244,800	\$708,016	\$952,816
24.0%	\$13,277,000	\$7,914,400	\$21,191,400
30.0%	\$6,207,500	\$0	\$6,207,500
10.0%	\$5,167,700	\$102,900	\$5,270,600
10.0%	\$31,481	\$0	\$31,481
TOTAL	\$50,788,200	\$35,118,800	\$85,907,000

Village of Pemberton - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$36,080,800	\$21,620,000	\$57,700,800
35.0%	\$46,289	\$5,267,873	\$5,694,844
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$244,800	\$708,016	\$952,816
24.0%	\$13,333,114	\$8,674,195	\$22,007,309
30.0%	\$6,207,500	\$0	\$6,207,500
10.0%	\$5,167,700	\$102,900	\$5,270,600
10.0%	\$31,481	\$0	\$31,481
TOTAL	\$50,138,514	\$36,180,216	\$86,318,730

Electoral Area C - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$35,070,600	\$19,407,747	\$54,478,347
35.0%	\$2,615,654	\$52,919,208	\$55,434,862
10.0%	\$0	\$0	\$0
34.0%	\$633,896	\$17,088	\$650,984
24.0%	\$1,205,810	\$280,111	\$1,485,921
30.0%	\$8,760	\$0	\$8,760
10.0%	\$1,163,360	\$0	\$1,163,360
10.0%	\$362,272	\$0	\$362,272
TOTAL	\$40,988,820	\$72,524,053	\$113,512,873

Boundary Extension Area

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$103,030,320	\$5,185,680	\$108,216,000
35.0%	\$274,850	\$16,943,500	\$17,218,350
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.0%	\$669,483	\$138,167	\$807,650
30.0%	\$0	\$0	\$0
10.0%	\$1,163,600	\$0	\$1,163,600
10.0%	\$84,084	\$0	\$84,084
TOTAL	\$11,088,776	\$22,244,317	\$33,333,093

Remaining Assessment in Area C

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$205,016,640	\$14,222,087	\$219,238,727
35.0%	\$2,340,778	\$35,875,228	\$38,216,007
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.0%	\$633,896	\$17,088	\$650,984
30.0%	\$0	\$0	\$0
10.0%	\$1,163,600	\$0	\$1,163,600
10.0%	\$84,084	\$0	\$84,084
TOTAL	\$26,960,029	\$50,239,717	\$77,199,746

Electoral Area A - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$11,610,600	\$4,757,400	\$16,368,000
35.0%	\$2,635,600	\$6,422,200	\$9,057,800
10.0%	\$0	\$0	\$0
34.0%	\$79,200	\$403,500	\$482,800
34.0%	\$27,188	\$0	\$27,188
24.0%	\$104,331	\$833,308	\$937,640
30.0%	\$8,040	\$0	\$8,040
10.0%	\$2,062,600	\$0	\$2,062,600
10.0%	\$174,010	\$0	\$174,010
TOTAL	\$12,333,134	\$12,416,673	\$24,749,807

Electoral Area B - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$6,880,825	\$3,932,284	\$10,813,109
35.0%	\$1,323,580	\$1,796,845	\$3,120,425
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.0%	\$294,680	\$891,842	\$1,186,522
30.0%	\$0	\$0	\$0
10.0%	\$1,139,200	\$0	\$1,139,200
10.0%	\$1,653,332	\$0	\$1,653,332
TOTAL	\$6,510,406	\$5,230,071	\$11,740,477

Electoral Area D - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$65,578,520	\$16,670,580	\$82,249,100
35.0%	\$1,822,884	\$30,712,080	\$32,534,964
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$1,893,954	\$0	\$1,893,954
24.0%	\$1,866,825	\$2,578,515	\$4,445,340
30.0%	\$339,800	\$0	\$339,800
10.0%	\$393,600	\$106,430	\$500,030
10.0%	\$92,000	\$0	\$92,000
TOTAL	\$61,452,943	\$50,887,605	\$112,340,548

IMPACT ON SLRD ELECTORAL AREA SERVICES - BASELINE SCENARIO

TOTAL ELECTORAL AREAS - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	3,354	\$1,269,384,044	\$439,971,022	\$1,709,355,067	81.80%
2- Utilities	124	\$17,299,234	\$30,272,250	\$47,571,484	15.07%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	16	\$233,000	\$1,187,000	\$1,420,000	0.08%
5- Light Industry	19	\$7,638,600	\$50,200	\$7,688,800	0.42%
6- Business	104	\$13,207,320	\$18,708,880	\$31,916,200	1.73%
7- Mgt. Forest	3	\$189,000	\$0	\$189,000	0.01%
8- Misc/Non Profit	23	\$5,332,300	\$1,064,300	\$6,396,600	0.31%
9- Farm	293	\$5,300,119	\$0	\$5,300,119	0.29%
TOTAL	3,947	\$1,121,084,608	\$721,354,412	\$1,842,939,020	100%

ELECTORAL AREAS LESS BOUNDARY EXTENSION AREA

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1- Residential	3,120	\$969,845,745	\$308,144,222	\$1,356,960,207	82.89%
2- Utilities	133	\$16,514,024	\$21,362,980	\$37,877,004	13.98%
3- Supportive Housing	0	\$0	\$0	\$0	0.00%
4- Major Industry	8	\$233,000	\$1,187,000	\$1,420,000	0.08%
5- Light Industry	19	\$7,638,600	\$50,200	\$7,688,800	0.47%
6- Business	97	\$10,474,820	\$18,157,180	\$28,632,000	1.75%
7- Mgt. Forest	3	\$189,000	\$0	\$189,000	0.01%
8- Misc/Non Profit	23	\$5,332,300	\$1,064,300	\$6,396,600	0.37%
9- Farm	293	\$4,495,038	\$0	\$4,495,038	0.27%
TOTAL	3,662	\$1,016,622,225	\$620,536,212	\$1,637,158,437	100%

DIFFERENCE	285	\$104,462,383	\$100,818,200	\$205,780,581	
% CHANGE	7%	9%	14%	11%	

TOTAL ELECTORAL AREAS - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$106,098,499	\$43,997,105	\$150,095,604
35.0%	\$6,054,793	\$9,130,661	\$15,185,454
10.0%	\$0	\$0	\$0
34.0%	\$79,220	\$403,590	\$482,810
34.0%	\$2,697,194	\$17,988	\$2,715,182
24.5%	\$3,236,793	\$4,583,670	\$7,820,463
30.0%	\$56,700	\$0	\$56,700
10.0%	\$63,239	\$106,430	\$169,669
10.0%	\$530,012	\$0	\$530,012
TOTAL	\$120,325,317	\$140,238,602	\$260,563,919

ELECTORAL AREAS LESS BOUNDARY EXTENSION AREA

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$90,884,575	\$38,811,462	\$129,696,037
35.0%	\$5,779,969	\$7,418,743	\$13,198,712
10.0%	\$0	\$0	\$0
34.0%	\$79,220	\$403,590	\$482,810
34.0%	\$2,697,194	\$17,988	\$2,715,182
24.5%	\$2,966,331	\$4,448,509	\$7,414,840
30.0%	\$56,700	\$0	\$56,700
10.0%	\$63,239	\$106,430	\$169,669
10.0%	\$440,604	\$0	\$440,604
TOTAL	\$109,236,561	\$117,974,085	\$227,210,647

PEMBERTON BOUNDARY EXTENSION STUDY - 2018 ASSESSMENT DATA

Village of Pemberton - 2018 Assessment Data (General)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	1 418	\$369,836.30	\$152,200.40	\$522,036.70	83.83%
2 - Utilites	3	\$17,152.20	\$14,198.50	\$31,350.70	5.00%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$720,000	\$2,092,400	\$2,812,400	44.1%
6 - Business	28	\$64,191,812	\$32,300,878	\$96,492,690	12.60%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$5,167,704	\$100,900	\$5,268,604	0.77%
9 - Farm	4	\$14,491,844	\$0	\$14,491,844	22.68%
TOTAL	1,422	\$422,429,742	\$263,878,178	\$686,307,920	100%

Village of Pemberton - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	1 418	\$369,836.80	\$152,200.40	\$522,037.20	83.13%
2 - Utilites	3	\$17,152.20	\$15,092.60	\$32,244.80	2.37%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$720,000	\$2,092,400	\$2,812,400	4.1%
6 - Business	28	\$64,450,811	\$35,404,878	\$99,855,689	14.5%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$5,167,704	\$100,900	\$5,268,604	0.77%
9 - Farm	4	\$15,747,400	\$0	\$15,747,400	22.82%
TOTAL	1,422	\$117,889,252	\$27,841,078	\$145,730,330	100%

Electoral Area C - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	1 423	\$350,262.50	\$150,077.25	\$500,339.75	76.07%
2 - Utilites	3	\$7,215.25	\$10,022.25	\$17,237.50	2.62%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$1,864,400	\$50,000	\$1,914,400	2.78%
6 - Business	31	\$5,021,000	\$1,127,000	\$6,148,000	8.87%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$1,183,900	\$0	\$1,183,900	1.74%
9 - Farm	4	\$2,765,000	\$0	\$2,765,000	4.12%
TOTAL	1,588	\$149,833,442	\$146,182,645	\$296,016,087	100%

Boundary Extension Area

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	234	\$100,539,200	\$51,856,500	\$152,395,700	74.06%
2 - Utilites	3	\$746,300	\$48,419,000	\$49,165,300	23.91%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$0	\$0	\$0	0.00%
6 - Business	4	\$7,215,250	\$59,700	\$7,274,950	3.53%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$1,183,300	\$0	\$1,183,300	0.57%
9 - Farm	4	\$5,000,000	\$0	\$5,000,000	2.41%
TOTAL	239	\$108,862,380	\$102,816,200	\$211,678,580	100%

Fair Example Assessment \$1,740,700

Remaining Assessment in Area C

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	1 413	\$352,365,300	\$150,200,800	\$502,566,100	73.80%
2 - Utilites	3	\$8,897,800	\$100,400,000	\$109,297,800	15.64%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$1,864,400	\$50,000	\$1,914,400	0.28%
6 - Business	4	\$2,388,600	\$99,200	\$2,487,800	0.36%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$1,182,300	\$0	\$1,182,300	0.17%
9 - Farm	4	\$2,764,200	\$0	\$2,764,200	0.40%
TOTAL	1,513	\$384,977,000	\$245,364,440	\$630,341,440	100%

OTHER SLRD ELECTORAL AREAS

Electoral Area A - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	712	\$118,108,300	\$27,674,950	\$145,783,250	86.00%
2 - Utilites	3	\$6,902,400	\$13,349,400	\$20,251,800	10.00%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$233,000	\$1,187,000	\$1,420,000	0.70%
5 - Light Industry	1	\$79,900	\$0	\$79,900	0.40%
6 - Business	27	\$42,800	\$3,407,250	\$3,450,050	2.01%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$2,052,600	\$0	\$2,052,600	1.16%
9 - Farm	4	\$17,414,000	\$0	\$17,414,000	9.95%
TOTAL	749	\$149,818,680	\$39,812,080	\$189,630,760	100%

Electoral Area B - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	672	\$48,828,200	\$11,814,875	\$60,643,075	84.45%
2 - Utilites	3	\$3,781,600	\$3,302,700	\$7,084,300	7.69%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$0	\$0	\$0	0.00%
6 - Business	1	\$257,819	\$3,638,172	\$3,895,991	4.56%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$1,139,500	\$0	\$1,139,500	1.31%
9 - Farm	4	\$1,563,332	\$0	\$1,563,332	1.87%
TOTAL	684	\$54,249,769	\$19,817,799	\$74,067,568	100%

Electoral Area D - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	408	\$55,395,300	\$12,027,400	\$67,422,700	83.54%
2 - Utilites	3	\$8,249,800	\$87,738,900	\$95,988,700	11.92%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$0	\$0	\$0	0.00%
5 - Light Industry	1	\$63,882,100	\$0	\$63,882,100	78.95%
6 - Business	4	\$5,325,000	\$23,625,000	\$28,950,000	35.78%
7 - Managed Forest Lands	4	\$0	\$0	\$0	0.00%
8 - Rec Non Profit	4	\$143,900	\$0	\$143,900	0.18%
9 - Farm	4	\$3,336,000	\$1,064,300	\$4,400,300	5.49%
TOTAL	417	\$57,788,600	\$205,643,450	\$263,432,050	100%

Village of Pemberton - 2018 Assessment Data (General)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$38,993,000	\$17,620,000	\$56,613,000
34.9%	\$455,820	\$4,968,000	\$5,423,820
10.0%	\$0	\$0	\$0
34.9%	\$0	\$0	\$0
34.0%	\$244,800	\$708,018	\$952,818
24.5%	\$7,217,709	\$7,044,420	\$14,262,129
30.0%	\$0	\$0	\$0
10.0%	\$6,756,700	\$10,200	\$6,766,900
10.0%	\$17,414,000	\$0	\$17,414,000
TOTAL	\$150,153,330	\$35,118,638	\$185,271,968

Village of Pemberton - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$38,600,800	\$17,620,000	\$56,220,800
35.0%	\$429,999	\$5,287,678	\$5,717,677
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.0%	\$144,800	\$708,118	\$852,918
24.5%	\$13,333,114	\$8,074,148	\$21,407,262
30.0%	\$0	\$0	\$0
10.0%	\$6,756,700	\$10,200	\$6,766,900
10.0%	\$15,740	\$0	\$15,740
TOTAL	\$50,138,614	\$30,180,156	\$80,318,770

Electoral Area C - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$150,670,400	\$19,077,200	\$169,747,600
35.0%	\$7,215,250	\$10,022,250	\$17,237,500
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$833,888	\$17,088	\$850,976
24.5%	\$1,239,987	\$260,011	\$1,500,998
30.0%	\$0	\$0	\$0
10.0%	\$1,183,900	\$0	\$1,183,900
10.0%	\$2,764,200	\$0	\$2,764,200
TOTAL	\$162,962,638	\$17,324,063	\$180,286,701

Boundary Extension Area

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$100,053,000	\$5,186,650	\$105,239,650
35.0%	\$824,950	\$49,126,000	\$49,950,950
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.5%	\$669,463	\$136,700	\$806,163
30.0%	\$0	\$0	\$0
10.0%	\$1,130,000	\$0	\$1,130,000
10.0%	\$5,000,000	\$0	\$5,000,000
TOTAL	\$111,088,716	\$52,264,313	\$163,353,029

Remaining Assessment in Area C

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$150,670,400	\$19,077,200	\$169,747,600
35.0%	\$7,215,250	\$10,022,250	\$17,237,500
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$833,888	\$17,088	\$850,976
24.5%	\$1,239,987	\$260,011	\$1,500,998
30.0%	\$0	\$0	\$0
10.0%	\$1,183,900	\$0	\$1,183,900
10.0%	\$2,764,200	\$0	\$2,764,200
TOTAL	\$162,962,638	\$17,324,063	\$180,286,701

Electoral Area A - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$118,108,300	\$27,674,950	\$145,783,250
35.0%	\$7,022,600	\$6,922,200	\$13,944,800
10.0%	\$0	\$0	\$0
34.0%	\$79,222	\$403,088	\$482,310
34.0%	\$27,168	\$0	\$27,168
24.5%	\$104,311	\$833,398	\$937,709
24.5%	\$579,460	\$14,844	\$594,304
30.0%	\$5,760	\$0	\$5,760
10.0%	\$1,130,500	\$0	\$1,130,500
10.0%	\$2,052,600	\$0	\$2,052,600
TOTAL	\$128,946,021	\$30,897,320	\$159,843,341

Electoral Area B - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$48,828,200	\$11,814,875	\$60,643,075
35.0%	\$1,223,600	\$1,768,948	\$2,992,548
10.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
34.0%	\$0	\$0	\$0
24.5%	\$234,680	\$893,842	\$1,128,522
30.0%	\$0	\$0	\$0
10.0%	\$113,950	\$0	\$113,950
10.0%	\$1,563,332	\$0	\$1,563,332
TOTAL	\$50,648,762	\$13,387,717	\$64,036,479

Electoral Area D - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Improvements	Converted Total
10.0%	\$55,395,300	\$12,027,400	\$67,422,700
35.0%	\$1,827,844	\$30,712,088	\$32,539,932
10.0%	\$0	\$0	\$0
34.0%	\$1,933,964	\$0	\$1,933,964
24.5%	\$1,566,463	\$2,578,618	\$4,145,081
30.0%	\$143,900	\$0	\$143,900
10.0%	\$3,336,000	\$1,064,300	\$4,400,300
10.0%	\$9,000,000	\$0	\$9,000,000
TOTAL	\$61,432,743	\$50,679,401	\$112,112,144

TOTAL ELECTORAL AREAS - 2018 Assessment Data (Hospital)

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	3,254	\$1,269,384,944	\$459,971,052	\$1,729,355,997	81.90%
2 - Umbas	134	\$17,229,320	\$20,372,889	\$37,602,209	18.07%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$233,000	\$1,187,000	\$1,420,000	0.68%
5 - Light Industry	14	\$7,638,800	\$69,000	\$7,707,800	0.36%
6 - Business	104	\$13,207,300	\$18,708,880	\$31,916,180	1.73%
7 - Med. Forest	3	\$189,000	\$0	\$189,000	0.01%
8 - Rec/Non Prof	35	\$5,302,300	\$5,495,000	\$10,797,300	0.51%
9 - Farm	208	\$5,300,110	\$0	\$5,300,110	0.25%
TOTAL	3,841	\$1,311,263,464	\$721,364,612	\$2,032,628,076	100%

ELECTORAL AREAS LESS BOUNDARY EXTENSION AREA

Class	Occurrences	Net Land	Net Improvements	Total	% of Assessment
1 - Residential	3,241	\$1,268,816,744	\$458,144,508	\$1,726,961,252	81.87%
2 - Umbas	130	\$16,614,600	\$21,962,880	\$38,577,480	18.98%
3 - Supportive Housing	4	\$0	\$0	\$0	0.00%
4 - Major Industry	4	\$233,000	\$1,187,000	\$1,420,000	0.06%
5 - Light Industry	14	\$7,638,800	\$69,000	\$7,707,800	0.47%
6 - Business	104	\$13,207,300	\$18,708,880	\$31,916,180	1.73%
7 - Med. Forest	3	\$189,000	\$0	\$189,000	0.01%
8 - Rec/Non Prof	35	\$5,302,300	\$5,495,000	\$10,797,300	0.52%
9 - Farm	208	\$5,300,110	\$0	\$5,300,110	0.26%
TOTAL	3,662	\$1,310,622,224	\$629,536,212	\$1,940,158,436	100%

DIFFERENCE	179	\$10,641,240	\$1,828,400	\$21,570,640	1.07%
% CHANGE	7%	0%	2%	1%	11%

TOTAL ELECTORAL AREAS - 2018 Assessment Data (Hospital)

Converted %	Converted Land	Converted Improvements	Converted Total
10.0%	\$108,538,485	\$43,897,105	\$152,435,590
35.0%	\$6,054,783	\$91,130,543	\$97,185,326
10.0%	\$0	\$0	\$0
34.0%	\$79,220	\$403,680	\$482,900
24.0%	\$2,557,124	\$17,088	\$2,574,212
24.0%	\$3,235,763	\$4,685,678	\$7,921,441
30.0%	\$56,700	\$0	\$56,700
10.0%	\$633,300	\$106,424	\$739,724
10.0%	\$530,012	\$0	\$530,012
TOTAL	\$120,752,317	\$147,232,436	\$267,984,753

ELECTORAL AREAS LESS BOUNDARY EXTENSION AREA

Converted %	Converted Land	Converted Improvements	Converted Total
11.0%	\$96,884,271	\$38,817,485	\$135,701,756
35.0%	\$5,779,368	\$74,187,043	\$79,966,411
10.0%	\$0	\$0	\$0
10.0%	\$79,220	\$403,680	\$482,900
34.0%	\$2,587,124	\$17,088	\$2,604,212
24.0%	\$2,556,311	\$4,485,678	\$7,041,989
30.0%	\$56,700	\$0	\$56,700
10.0%	\$632,100	\$106,424	\$738,524
10.0%	\$442,804	\$0	\$442,804
TOTAL	\$109,236,561	\$117,974,001	\$227,210,562

APPENDIX B

Open House Presentation

Village of Pemberton Boundary Extension Update



Photo Credit: Hello BC

Community Information Session – May 15, 2018

Outline

- ▶ Welcome – Mayor Mike Richman
- ▶ Introductions – Dan Huang, MCIP, RPP, Senior Planner / Principal
Urban Systems, Victoria, BC
- ▶ Background
- ▶ Potential Boundary Extension Area
- ▶ Current Situation
- ▶ Boundary Extension Components
 - Service Delivery Considerations
 - Potential Impacts
 - Boundary Extension Process
 - Timeline
- ▶ Discussion / Questions

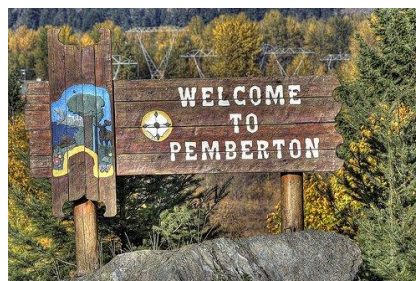


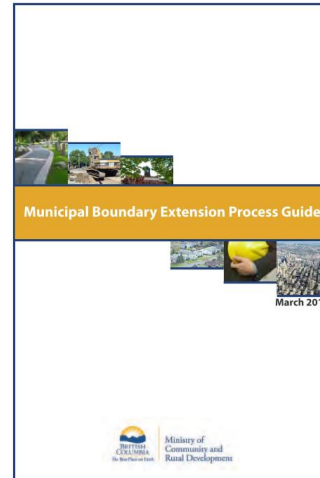
Photo Credit: Tourism Pemberton

THANK YOU FOR ATTENDING!



Background

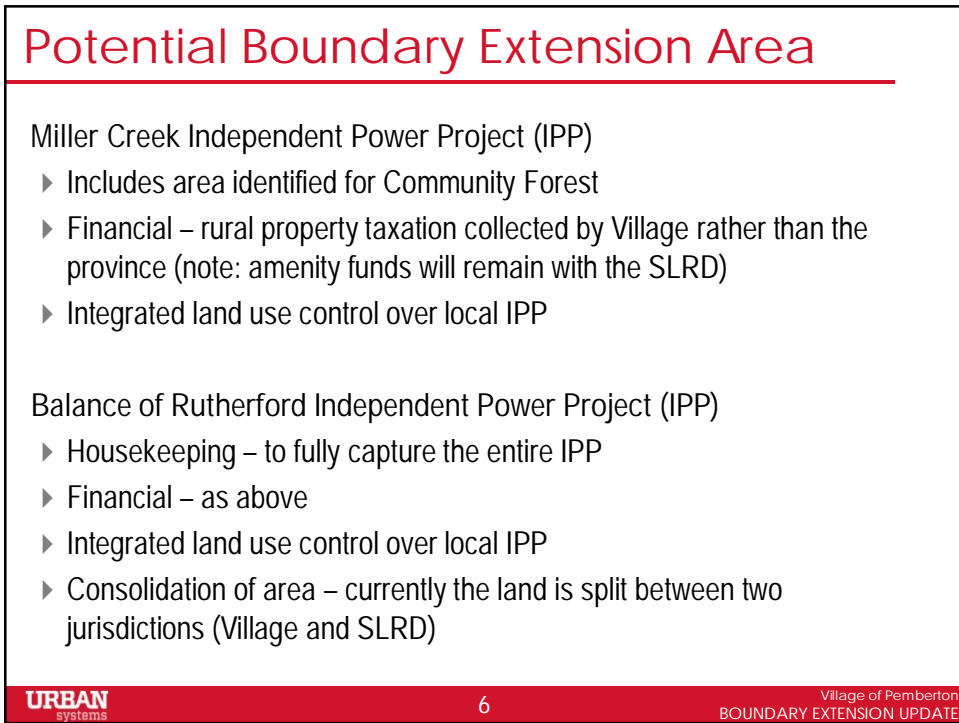
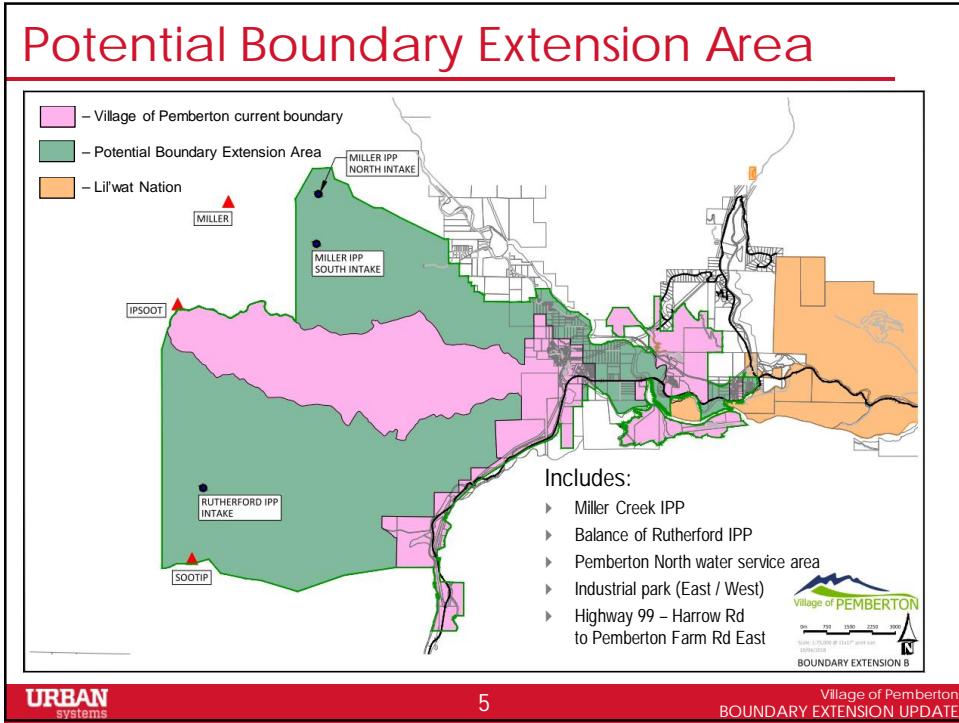
- ▶ Boundary Extension has been discussed in the community for many years
- ▶ In 2011, Village boundaries were extended to include four new areas
- ▶ The process follows best practices guidelines established by the Province (Ministry of Municipal Affairs and Housing)
- ▶ 3 key considerations:
 - *Services*: are you satisfied with the current level of service you are getting for local services? (e.g. roads, water, etc.)
 - *Governance*: do you want to be able to participate and shape the future of the Village of Pemberton?
 - *Finance*: how will a potential boundary extension affect the community and your individual property?



Potential Boundary Extension Area

Overall Rationale

- ▶ Provides potential to enhance community identity
- ▶ Improves local decision making by keeping more property tax dollars in the community
- ▶ Establishes a more contiguous boundary (removes the satellite layout)
- ▶ Incorporates currently serviced areas (e.g. water)
- ▶ Provides more consistent land use planning
- ▶ Promotes streamlining of regulations by simplifying multi-jurisdictional control (e.g. roads and subdivision control are regulated by MOTI in unincorporated areas)



Potential Boundary Extension Area

Pemberton North Water Service Area

- ▶ Water services currently provided through a servicing agreement
- ▶ Eliminates the need to renegotiate servicing agreements
- ▶ Potential water rate savings for residents of this area (from outside boundary to inside boundary rates)

Area surrounding Industrial Park (east and west)

- ▶ Brings in non-First Nations lands into the Village boundaries
- ▶ Eliminates satellite area as boundary now contiguous (best practice)

Hwy 99 – Harrow Road to Pemberton Farm Road East

- ▶ Currently provide outside water service to 16 properties in the area
- ▶ Supports the development of a contiguous boundary

Current Situation

▶ Population (2016 Census)

Jurisdiction	Population (2016, excluding Reserves)
Village of Pemberton	2,574
Electoral Area C	1,663

▶ Boundary Extension area (to be confirmed / refined)

- Number of properties = 207
- Population in extension area = approximately 500 (~20% increase)
- Kilometres of roads = approximately 6.3km

Current Situation

Governance / Representation

- ▶ Province: 1 MLA
- ▶ Village: Mayor and Council – 5
- ▶ Squamish–Lillooet Regional District (SLRD) Board – 10
- ▶ Pemberton Valley Dyking District (PVDD) Board – 5



Current Situation

Current Services

Province of British Columbia:

- Schools
- Hospitals
- BC Ambulance
- RCMP
- BC Assessment
- Roads (rural)
- Subdivision approval (rural)
- Property tax collection (rural)



Current Situation

Current Services

Village of Pemberton:

- Finance
 - Property Tax Collection
 - Utility Fee Collection
- Public Works
 - Water
 - Sewer
 - Parks and Trails (municipal)
 - Roads (municipal)
- Fire Rescue Services
 - Fire Protection
- Planning & Development Services
 - Land Use Planning
- Airport



Photo Credit: Village of Pemberton

Current Situation

Current Services

Squamish-Lillooet Regional District (SLRD):

- Regional Services
- Electoral Area Services
- Sub-Regional Services
- Local Area Services



Photo Credit: SLRD

Pemberton Valley Dyking District:

- Flood Protection



Service Delivery Considerations

What services would stay the same?

- Provincial-based services (e.g. School, Hospital, Ambulance, BC Assessment, Municipal Finance Authority)
- Policing (RCMP)
- Most SLRD Services
 - Regional Services
 - Sub-Regional Services (where Village and Electoral Area C of the SLRD are both participants)
 - Local Area Services (existing service area boundaries are not affected)
- Pemberton Valley Dyking District

Service Delivery Considerations

What services would change?

- Roads (ownership and maintenance), from Ministry of Transportation and Infrastructure (MOTI) to Village of Pemberton
- Subdivision approval, from MOTI to Village
- Taxation, from Province of BC to Village
- Water (PNWS ownership and maintenance), from SLRD to Village
- Land Use Planning, from SLRD to Village
- General Government Services (administration, finance, public works, building inspection, etc), from SLRD to Village
- Elected Official Representation, from Electoral Area Director to Village Mayor and Council

Potential Revenues and Expenditures

Potential Additional Revenues

- ▶ Potential 2018 Municipal Tax Revenue = ~\$477,000
- ▶ Additional Small Communities Grant = \$ 25,000

Potential Additional Expenditures

- ▶ Road Maintenance (\$5,000/km x 6.3km) = **(\$31,500)**
(Note: does not include capital road upgrade requirements)
- ▶ General Administration/Public Works Staff = **(\$75,000)**
(Note: assumes 1 Full Time Equivalent after about 2 or 3 years)

The potential Annual Net Revenues to the Village of Pemberton are estimated at approximately \$395,000.

Note that this does not include transfer to future road capital reserves or potential transition funding to the SLRD.

Potential Impacts to the SLRD

- ▶ No change to Region-Wide, Sub-Regional or Local Area Services
- ▶ Potential Impact to Electoral Area-only services: Civic Addressing, Building Inspection, Elections, Emergency Planning, EA Community Parks Service
- ▶ Potential impact to SLRD (2017 Requisition) for EA-only services = approximately \$35,000 annually.
- ▶ Additional annual impacts to the SLRD: Gas Tax Grant (~\$22,000) and Taxes in Lieu (PILT/GILT)
- ▶ SLRD has indicated it cannot cut service levels. Village to work with SLRD on potential funding strategy for the shortfall.

Potential Property Tax Impacts

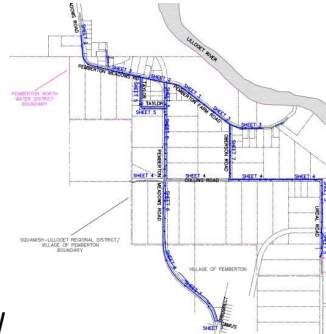
- ▶ Based on the sample residential property (\$600,000 assessment) and using 2017 tax rates, the potential property tax impact is approximately \$577 (\$2,948 vs \$2,372).
- ▶ Other properties will have different impacts based on their assessment and property class (e.g. business, industry, farm).
- ▶ Houses with farm status will no longer gain provincial exemption from the rural property tax and will pay the Village residential tax rate.
- ▶ Based on a sample farm house property (\$300,000 farm house, \$100,000 farm land and \$50,000 in farm outbuildings) and using 2017 tax rates, the potential property tax impact is approximately \$544 (\$2,183 vs. \$1,640).

Agriculture – Farm Tax Impacts

- ▶ The Village can adjust its farm tax rate (Class 9) to help lessen the impact to farm taxation.
- ▶ Currently, there are 6 other municipalities in BC which have a lower farm tax rate than its residential rate – Vernon, Vanderhoof, Telkwa, 100 Mile House, Bowen Island and Saanich.
- ▶ Example – if the Village adjusted its farm tax rate to \$0.50/1000 (similar to Saanich), the potential farm tax impact is reduced from \$544 to \$381.
- ▶ This would be a financial policy decision of Council, in order to further support agriculture and farming in Pemberton.

Potential Savings

- ▶ Water Rates – there is currently a differential rate between water users inside and outside Village boundaries. Rates vary, but the average annual savings for water for a residential property due to boundary extension is approximately \$100 – \$200/year.
- ▶ Fire Insurance – although there is likely no immediate fire insurance savings due to boundary extension, there would be insurance savings should additional fire hydrants be added to the system (i.e. house within 1000 feet). Potential new hydrant locations have been identified that the Village could add to the system.



Water System Transfer

- ▶ Water in the Pemberton North Water Service (PNWS) is currently provided as a regional district function.
- ▶ Water service is provided through a servicing agreement with the Village – PNWS users pay a rate set by the SLRD for water services which is different than Village rates. *(statement corrected)*
- ▶ Property owners also pay a Parcel Tax to cover annual debt servicing of \$47,000 annually to the year 2023.
- ▶ Although property owners will still be required to pay the Parcel Tax after boundary extension, the Village may consider foregoing any additional water parcel taxes until the debt is retired in 2023.
- ▶ The transfer of the PNWS water service and assets will need to be discussed further between the SLRD and Village.

Next Steps

- ▶ Open House #2 – Tuesday, May 15th, Signal Hill Elementary School, 6-8pm
- ▶ Prepare Final Report – May 16th – May 28th, feedback from stakeholders reviewed, finalize background report and boundary extension area, staff report and recommendations.
- ▶ Village Council Meeting – Tuesday, May 29th 9:00am – present report for Council to consider passing a resolution requesting that the Minister consider the boundary extension

If Pemberton Council approves the boundary extension proposal, then:

- ▶ June / July – Ministerial review and consideration of Village proposal.
- ▶ August / September – with affirmation from the Minister, work with the Ministry regarding: restructure offer, referendum questions, other statutory requirements, and public communications as appropriate.

Pemberton Boundary Extension Timeline

- ▶ General Voting Day – Saturday, October 20, 2018 – Referendum on Boundary Extension to coincide with local government elections (including opportunities during advance poll).
 - Electoral Area C voters in the Boundary Extension Area only will be provided a referendum question asking whether they wish to join the Village of Pemberton (simple majority of votes cast, i.e. 50% + 1).
 - Village of Pemberton voters will be provided a corresponding referendum during the municipal election asking whether they would accept the boundary extension if vote above was successful (also simple majority).
- ▶ The same voting eligibility rules for local government elections apply to the Boundary Extension Referendum.

* For more information, consult the Provincial Best Practices Guide:

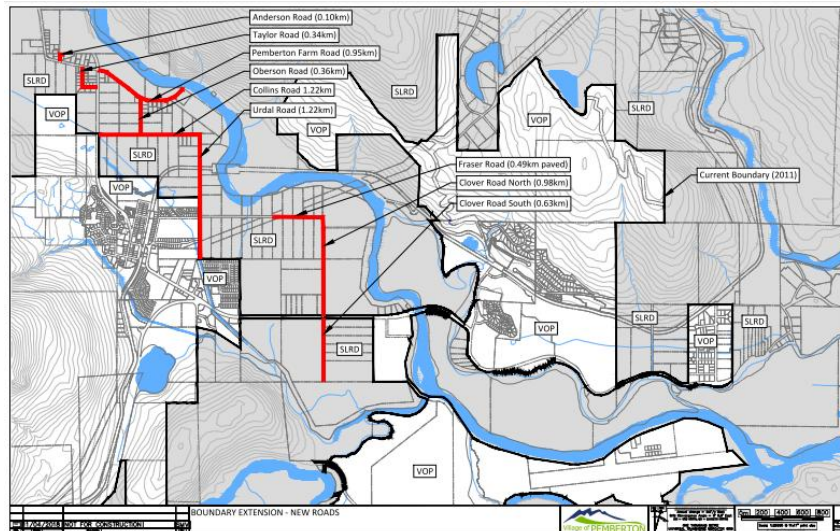
http://www.cscd.gov.bc.ca/lgd/gov_structure/library/Municipal_Boundary_Extension_Process_Guide.pdf

Discussion / Questions?



Boundary Extension Roads

Potential New Village Roads (approx. 6.3 km)



APPENDIX C

Frequently Asked Questions

LAND USE

1. What are the differences between agricultural zoning in the SLRD and Village of Pemberton?

The SLRD zones land in the ALR as AGR (Agriculture) under the Electoral Area C Zoning Bylaw No. 765, 2002; while the Village of Pemberton mainly zones land in the ALR as A-1 (Agricultural) under the Village of Pemberton Zoning Bylaw No. 466, 2001. However, there are some Village parcels that are in the ALR that are zoned differently due to long standing permitted non-farm use decisions by the Agricultural Land Use Commission (ALC) – for example, the Meadows at Pemberton Golf Course, which is in the ALR is zoned PR-1 (Parks and Recreation).

The SLRD AGR and Village A-1 zones are nearly synonymous, with some minor differences in terminology and development regulations. Both zones permit agricultural / farm uses, single family residential dwellings, one (1) accessory/secondary suite, home occupation/home-based businesses, and accessory/auxiliary uses.

Key differences include:

- o The SLRD AGR Zone currently has a minimum parcel size of 2 ha (5 acres) where subdivision has been authorized by the Agricultural Land Commission Act; the Village's A-1 Zone does not have a minimum parcel size but states that subdivision of land is not permitted unless approved by the Agricultural Land Commission.*
- o The SLRD AGR is further divided into sub zones, such as AGR_{PF} - which is the Agriculture - Pemberton Fringe sub zone, and specific provisions apply in a sub zone in addition to the general regulations applicable to each general zone. The Village does not utilize sub zones.*

Both the SLRD Electoral Area C Zoning Bylaw and the Village of Pemberton Zoning Bylaw are currently under review. Drafts of each Bylaw continue to show similarities in their agricultural zoning, for example both propose an expanded list of permitted uses including new uses such as 'Gathering for an Event' and 'Agri-tourism Activity' - uses permitted in the ALR as per recent changes to the ALC regulations.

In earlier iterations of their draft Area C Zoning Bylaw, the SLRD has indicated its preference to raise the minimum parcel size in the AGR zone from 2 ha to 20 ha; at the same time the Village is proposing to create a minimum parcel size in the A-1 zone of its Draft Village Zoning Bylaw from 0 to 2 ha. That being said, it is Staff's recommendation to have consistent land use regulations within the Valley to minimize conflict around agricultural uses; therefore, the Village will be closely monitoring the progress of the Area C Zoning Bylaw update and may make amendments to its A-1 zone minimum parcel size in future, as appropriate.

The proposed SLRD Electoral Area C Draft Zoning Bylaw has also proposed regulations within its AGR zone to implement stricter siting requirements (i.e., farm home plate), in keeping with the recommendations of the Pemberton and Area C Agricultural Area Plan. The Village is not contemplating similar siting regulations at this time given the small number of agricultural (ALR) properties within its boundaries, but this could be a subject of further amendment in future especially if boundary extension is approved by the Province.

2. **Will the Village be open to the subdivision of bigger acreages in the future, as part of Village expansion and population growth?**

The Village may support subdivision in the ALR but only where it will enhance farming opportunities. Subdivision of agricultural land within the Provincial Agricultural Land Reserve (ALR) is subject to the approval of the Agricultural Land Commission (ALC). An application to subdivide ALR land within the Village of Pemberton must be filed with the municipality first and would require the Village's support in order to forward it to the ALC for their final approval. It is the Commission that makes this decision based on a number of criteria such as agricultural capability and the needs of the agricultural industry in the area. The ALC prioritizes agricultural land use within its reserve and does not typically support subdivision. The Village's Official Community Plan reflects the Village's support for protecting farmland for farming.

3. **Can we have short-term vacation rentals if we are in the A-1 zone?**

Agri-tourism accommodation, as defined by the Agricultural Land Commission (ALC), can be permitted in the ALR by a local government under certain conditions, thresholds and other requirements. Please check the ALC website for more detailed information.

At this time, the Village of Pemberton does not currently permit short-term vacation rentals in the A-1 zone but is proposing to permit Agri-tourism accommodation in the Draft Zoning Bylaw, under certain conditions, subject to Council approval.

4. **What is the difference between being in the ALR vs. having farm status?**

Property is designated as being within the Provincial Agricultural Land Reserve (ALR) by the Agricultural Land Commission (ALC). BC Assessment classifies certain farm land as per the Assessment Act. In order to receive and maintain farm class (commonly referred to as "farm status or Class 9"), the land must generate a certain amount of income from one or more qualifying agricultural uses. Please refer to <https://info.bcassessment.ca/services-and-products/Pages/Classifying%20Farm%20Land.aspx>

5. **Will ALC regulations apply once affected properties are incorporated into the Village?**

Yes, if your property is currently within the Agricultural Land Reserve (ALR), the ALC regulations will continue to apply.

6. **Will AirBnB business licences be permitted?**

At this time, the Village of Pemberton does not currently permit short-term vacation rentals outside of a licensed Bed and Breakfast. Bed and Breakfast Licenses will be permitted subject to the property being zoned to allow for that use and a business licence being issued. The Village has included proposed regulations for short-term vacation rentals (ie: Air BnB) in its Draft Zoning Bylaw. For more information please see Section 7.22 in the attached link <https://www.pemberton.ca/public/download/documents/49126>.

7. **If a business is not currently allowed on ALR land in the SLRD, will it be permitted once in the Village?**

No. The ALC regulations will continue to apply to lands within the ALR. Home occupations are permitted in A-1 zones subject to certain conditions. If your business is not currently in compliance with the Village’s regulations or the ALC regulations, you may be required to submit a rezoning application and/or apply for permission for a Non-Farm Use in the ALR.

8. What is the anticipated timeline for the Village to rezone land to correspond to its own Village Bylaw?

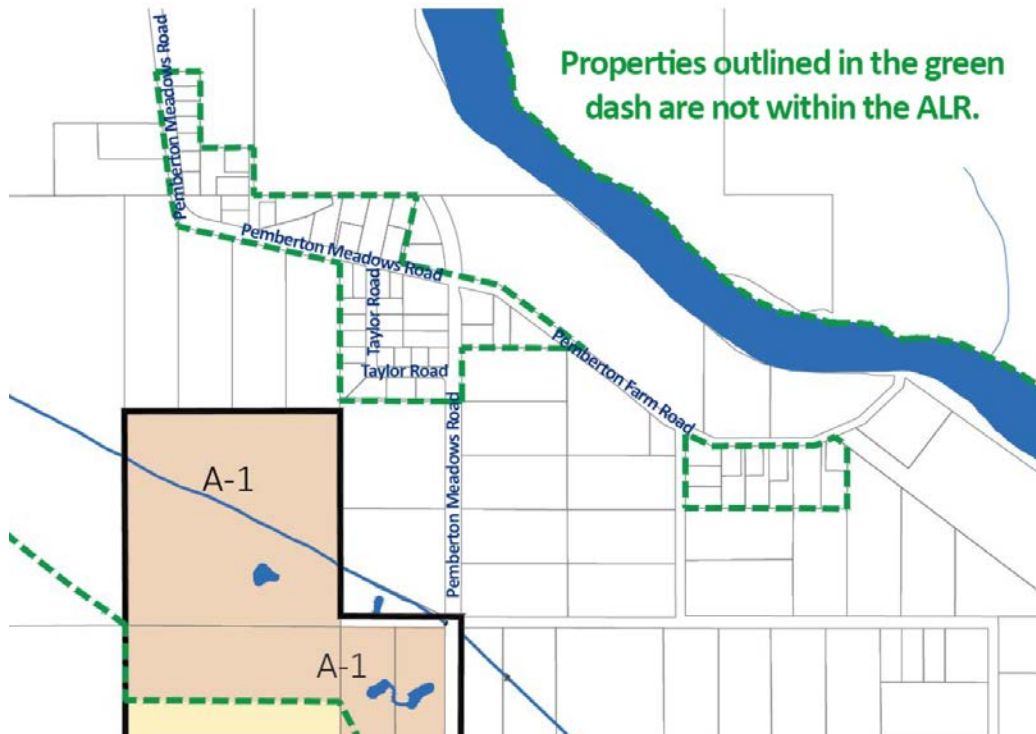
Upon completion of a boundary extension, which may take up to 2 to 3 years, the Village would consider the timeline with respect to whether or not amendments to the Zoning Bylaw would be initiated immediately or not. In the interim, the SLRD Area C Zoning that applies to the lands at time of extension will continue to be in force.

9. Will there be opportunity for landowners to subdivide their lot once incorporated into the Village, assuming correct procedures are followed?

See Question #2.

10. What percentage of properties are ALR in this proposed extension?

Approximately 71% of all the properties identified in the extension area are currently within the ALR. Those properties previously excluded from the ALR in the Pemberton Fringe on Taylor Road, Anderson Road, a portion of Pemberton Meadows Road and Pemberton Farm Road have been excluded as shown in the map below.



INFRASTRUCTURE

- 11. If my property is incorporated into the Village, when can I expect water and sewer services to be added?**

In the Village's experience, the boundary extension process could take up to 2 – 3 years before a complete transition of services is finalized (e.g. roads). In this regard, the Village has seen a boundary extension be completed as quickly as 2 years and as long as 5 years. Consideration of the potential extension of infrastructure to these properties would not take place until after the boundary extension has been completed; however, it is not uncommon for the transition of services to take a bit longer.

If your property currently does not have access to the water and sewer system there will be no obligation on the Village's part to install new infrastructure. If the property owners have an interest in receiving water and /or sewer services once the boundary extension is completed, they could petition the Village for a Local Service Area to have the water and/or sewer infrastructure built. This will require borrowing funds which would be added to the taxes, in the form of a Parcel Tax, of those properties affected. It should be noted in this instance that only those receiving the new service would be paying for the cost of the works.

- 12. What is the status of MacRae Road? Who owns it and who maintains it? Will it be included in the proposed boundary extension?**

MacRae Road is owned by the Ministry of Transportation and Infrastructure (MOTI). It is considered to be a Highway Right of Way but is not built to Highway specifications and therefore is considered by the Ministry to be a Class 8F Road. This means that there is no maintenance done to this Right of Way. In order for this road to be maintained, it would need to be significantly upgraded. Transfer of this road would be part and parcel of the negotiations with MOTI that occur if boundary extension moves forward.

- 13. Does Pemberton North Water System still carry a debt for the upgrades?**

Yes, the Pemberton North Water System currently has a debt that is being repaid via a Parcel Tax on each Property which is billed annually by the SLRD. This debt is scheduled to be retired in 2023. If boundary extension were successful, the Parcel Tax would continue to be paid by those individual parcels currently paying the tax, until the retirement of the debt in 2023. The Parcel Tax would not be distributed amongst all Village users.

- 14. What is the status of the infrastructure currently owned by SLRD?**

With respect to infrastructure currently owned by the SLRD, the Village would need to undertake an engineering review of the infrastructure. The transfer of this infrastructure from the SLRD to the Village would be part of the boundary extension negotiations.

- 15. How will the Village plan for increased infrastructure costs as a result of the proposed Boundary Extension?**

With the additional taxation revenues as a result of the Boundary Extension, setting aside reserves to facilitate infrastructure initiatives is a priority for Council. As well, the yearly budget deliberations leading up to and following the boundary extension will consider new infrastructure costs and these will be reflected in the Five Year Financial Plan.

FINANCES

- 16. I live outside of the Village boundaries, and currently purchase water from the Village. What will happen to my water rates?**

Properties currently serviced by Village water may likely see a reduction in the water user fees as the rates would be adjusted to “Inside Boundary” rates. As identified in Question #13, please note that those properties within the Pemberton North Water Service Area will continue to pay the Parcel Tax until the debt is retired in 2023.

- 17. Would this boundary extension result in loss a of tax dollars for the Squamish-Lillooet Regional District?**

There is a potential loss of tax dollars to the SLRD for the following Electoral Area services:

- *Civic Addressing (currently no requisition)*
- *Building Inspection Services*
- *Elections UBCM*
- *Emergency Planning*
- *Electoral Areas Community Parks Services (currently no requisition)*

The Village will continue to work with the SLRD to review further potential financial and service impacts.

- 18. Other than voting, what benefits would properties with wells and septic receive?**

The Village acts as a service hub for the entire Pemberton Valley. The boundary extension will provide property owners in the fringe area an opportunity to be part of the decision making and shaping the future of this highly used and impactful area.

- 19. Will farm buildings like barns, sheds etc. be taxed once in the Village boundaries?**

If you have Farm Status, farms houses and outbuildings will now be taxed. Unfortunately, Provincial regulations allow properties that have Farm Status to be exempt from taxation if only in the Regional District. This regulation does not apply to those properties with Farm Status in the Municipality. The Village does have the ability to decrease the Farm tax rate to minimize the impacts.

- 20. Will I lose my Farm Status if I come into the Village?**

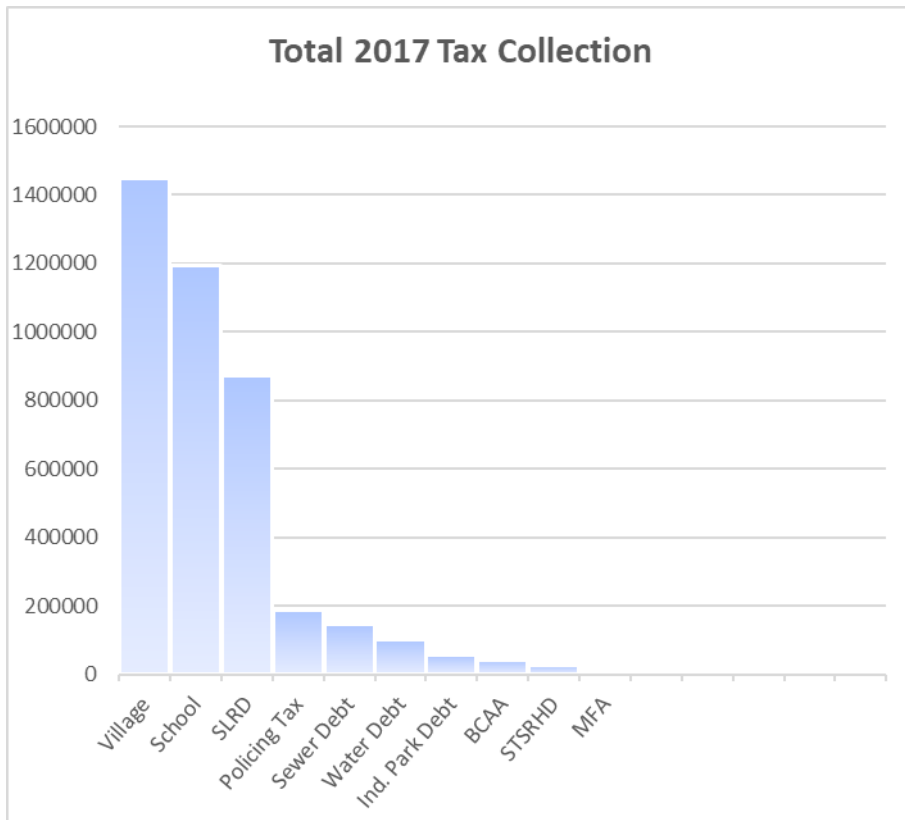
No. Your Farm Status will remain the same.

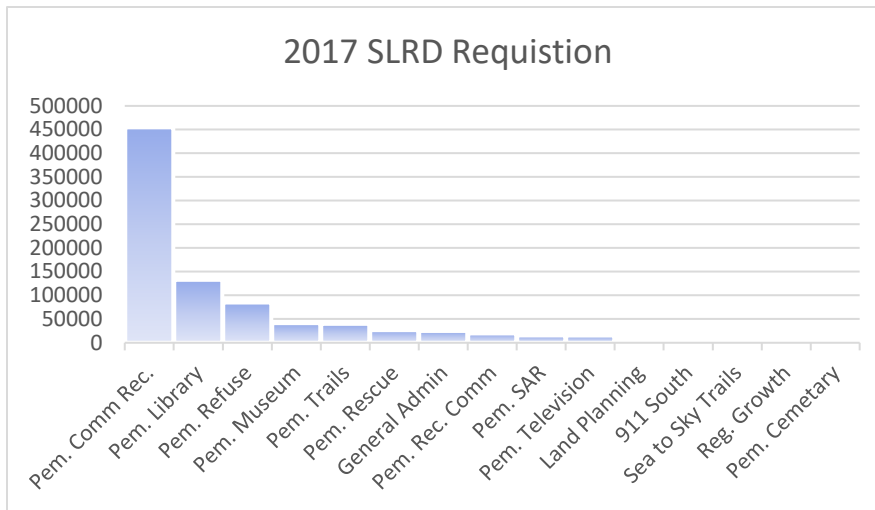
- 21. If I come into the Village will I still be paying taxes to the SLRD? If so, what are those tax dollars for and how much would I be paying on my tax bill?**

Yes. Regional Services that apply to multiple areas such as; Land Planning, Recreation, Pemberton Library, Pemberton Refuse, Pemberton Valley Trails, are managed by the SLRD. The costs of these services are requisitioned from each participating area based on BC Assessment valuation and percentage share of service. The VOP collects the tax on behalf of the SLRD and submits it to the Regional District.

22. If I come into the Village will I still be paying taxes to the SLRD? If so, what are those tax dollars for and how much would I be paying on my tax bill?

Regional Services that apply to the entire Regional District, or in multiple areas with the Village participates in, are managed by the SLRD. These include services such as; Land Planning, Recreation, Pemberton Library, Pemberton Refuse, Pemberton Valley Trails, are managed by the SLRD. The costs of these services are requisitioned from each participating area based on BC Assessment valuation and percentage share of service. The VOP collects the tax on behalf of the SLRD and submits it to the Regional District. See bar charts below:





Other

23. What will the Village do to support farming and agricultural viability in the boundary extension area?

The Village currently supports farming and agricultural viability through its agricultural policies in its Official Community Plan (OCP) Bylaw No. 654, 2011 and through its zoning regulations in the A-1 Zone. A future review of the Village’s OCP is scheduled for 2019, and future agricultural policies will be informed by the 2012 SLRD Pemberton and Area C Agricultural Area Plan.

24. How accommodating will the Village be to home businesses?

Accessory home occupation use, as defined by the Agricultural Land Commission, is a permitted use in the ALR, and the Village regulates home occupations in the A-1 zone according to the general regulations noted in Section 207 of Zoning Bylaw No. 765, 2001. In its proposed new Zoning Bylaw, currently in draft form, the maximum floor area for a home occupation in the A-1 zone is proposed to increase from 50 m² to 100m².

25. Will each of the proposed extension areas (ie. PNWS, Pemberton Fringe, Industrial Park area) have a separate vote on whether they want to join the Village or will all areas be voting as a group?

UPDATED May 14th – *All eligible electors within the proposed boundary extension area will be entitled to vote in the Referendum. The referendum will take place during Local Government Elections on October 20, 2018. Should the referendum result in 50% plus one in favour of boundary extension, properties within the proposed extension area would be included in the Village’s application to the Province. Individual properties may not opt out if the vote is affirmative.*

26. Has the Village been in contact with the SLRD and Lil'wat Nation with respect to this proposed boundary extension?

Yes. The Village provided notification to both the SLRD and Lil'wat Nation with respect to this initiative and is committed to information sharing and dialogue throughout the entire process.

27. What are the potential increases in policing costs as our population grows?

The cost of policing only increases if the Village reaches a population of 5,000 or more. The proposed Boundary extension does not anticipate a significant increase in population.

28. What happens to the Trails function?

The Trails function would continue to be managed by the SLRD, through the Pemberton Valley Recreation Trails Service.

29. What happens to the SLRD portion of the IPP taxes if they are included in the Village boundary extension?

It has not been determined at this time if the SLRD taxes would remain with the SLRD, transfer to the Village or a transfer with payments over a set number of years to lessen the impacts to the SLRD. Impacts as a result of a loss of taxation collected for Electoral Area C services will need to be reviewed. This will need to be negotiated with the SLRD should the boundary extension be successful. The Provincial portion of the taxes would, however, now become Village taxes. The yearly amenity contributions received from the IPP's will not transfer to the Village as the Agreements are with the SLRD.

30. Would the Village be responsible for the bylaw enforcement in the extension area?

Yes. Bylaw enforcement issues in the extension area will now become the responsibility of the Village.

Date: June 12, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Senior Planner
Subject: Consideration of Zoning Bylaw No. 832, 2018 for First and Second Reading

PURPOSE

The purpose of this report is to present a summary of referral agency and stakeholder comments and community feedback on the *Zoning Bylaw – Draft for Discussion Purposes, April 17, 2018* and to seek Council's support for First and Second Reading of Zoning Bylaw No. 832, 2018 in addition to the scheduling of a Public Hearing.

BACKGROUND

The development of a new Zoning Bylaw was identified as a priority by previous Councils and supported by the current Council as part of the 2015 Council Strategic Priorities. The Zoning Bylaw Review was brought forward as an initiative and approved as part of the 2017 budget.

The process was launched in early 2017 with an eye to finalize the review in December 2017. Terms of Reference for the project were developed that highlighted some of the key issues the review and update of the Zoning Bylaw would address. The Terms of Reference, attached as **Appendix A**, included:

- a) Parking Standards
- b) Vacation/Short Term Nightly Rentals
- c) Home Based Business Regulations
- d) Airport Regulations
- e) Green Regulations (encouraging energy efficient land use)
- f) Medical Marihuana Dispensary Regulations
- g) Map Updates

In mid-January 2017, a consultant was hired to assist with the preparation of a draft. The process began with a Gap Assessment and in the spring of 2017, the Senior Planner undertook general issue identification. Technical review followed.

On February 7, 2017, at the Regular Council Meeting No. 1443, the Village of Pemberton passed Zoning Bylaw No. 466, 2001, Amendment (Marihuana Operations) Bylaw No. 809, 2017 prohibiting the retail sale of medical marihuana, as a result of the following resolution:

Moved/Seconded

THAT the minutes of the Public Hearing, held Tuesday, January 31, 2017, respecting Zoning Amendment (Marihuana Operations) Bylaw No. 809, 2017 be received for information.

CARRIED

Moved/Seconded

THAT the Zoning Amendment (Marihuana Operations) Bylaw No. 809, 2017 be given Third and Fourth Reading.

CARRIED

In July, 2017 Staff, with the assistance of a consultant from the Whistler Centre for Sustainability, undertook special consultation on the issue of short term vacation rentals. The results of this consultation were presented to the Committee of the Whole held on September 12, 2017 and recommendations from the Committee were presented to Council at their Regular Meeting No. 1456 held September 12, 2017. As a result, the following resolution was passed:

¹*Moved/Seconded*

THAT staff be directed to create a definition of short-term vacation rental in the draft new Zoning Bylaw and permit their use under the following conditions:

- Only in those zones that currently permit a bed and breakfast (as defined by Zoning Bylaw No. 466, 2001);
- Only permitted within the principal dwelling, unless the property owner receives a Temporary Use Permit (TUP) for their property to allow this use in a secondary suite (a TUP would allow the use on a temporary basis for up to a maximum of three (3) years, with the ability to renew once for a maximum of three (3) more years, and would require an application fee, notification as per the Local Government Act, and the opportunity to include other specific conditions as needed), thus keeping a majority of secondary suites in the long term rental pool;
- Up to a maximum of two (2) guests per bedroom, to a total household maximum of eight (8) guests with one (1) off-street parking space provided per bedroom used for short term vacation rental;
- Operators of short term vacation rentals will be required to apply for a business licence, which entails zoning, building and fire safety inspections;
- The total number of business licences issued for short term vacation rental properties would be limited to a certain number for the community as a whole with appropriate caps per neighbourhood and per street at a number to be determined, and applications would be accepted on an annual first come first served basis;
- Operators of short term vacation rentals would be required to maintain a \$2,500 infraction deposit with the Village of Pemberton, which would be drawn upon in the case of complaints warranting staff time;
- Operators of short term vacation rentals would be required to enter into a 'Good Neighbour Agreement', details of which to be developed;
- Operators of short term vacation rentals will be subject to the same utility rates as bed and breakfast operators;
- Breakfast would not have to be included.

CARRIED

OPPOSED: COUNCILLOR CRADDOCK

¹ It should be noted that some of the elements noted in the resolution are not Zoning related but rather regulatory through the Business Licence Bylaw or established as part of a Policy. As such, upon adoption of the Zoning Bylaw Staff will be preparing an updated Business Licence Bylaw and accompanying policy related to Short Term Vacation Rentals.

Moved/Seconded

THAT upon adoption of the Zoning Bylaw, staff be directed to amend the Business Licence Bylaw to include a definition of short term vacation rentals (in alignment with the Zoning Bylaw definition), establish a separate Business Licence fee, and require proof of insurance for short term vacation rental business licences;

AND THAT and the Municipal Ticketing Information Utilization Bylaw be amended to support the regulation of this new type of home-based commercial business.

CARRIED

OPPOSED: COUNCILLOR CRADDOCK

Draft Bylaw Development began in fall of 2017, with the intent to undertake public engagement on a Draft Zoning Bylaw in the late fall. As a result of an increased workload due to an increase in new development applications, and the discouragement of holding public outreach in December because of the holiday season, outreach was postponed until 2018.

In the spring of 2018, Cameron Chalmers Consulting was contracted to help finalize the Draft and prepare a bylaw for readings with the intention of completing the project by the summer of 2018.

At the April 10, 2018 Regular Council Meeting No. 1467, Council addressed the issue of permitting Non-Medical Cannabis retail sales in anticipation of the upcoming federal *Cannabis Act*. As a result of their discussion, Council passed the following resolutions:

Moved/Seconded

THAT Staff be directed to undertake the development of Policy respecting the retail sales of non-medical cannabis (NMC) in anticipation of the Cannabis Act coming into effect.

CARRIED

Moved/Seconded

THAT Staff be directed to investigate the Cannabis Licencing application process and report back at a future Committee of the Whole meeting.

CARRIED

Pursuant to section 30 of Council Procedure Bylaw No. 788, 2015, the resolutions directing Staff to investigate the Cannabis Licencing application process was brought back for reconsideration to allow for further discussion by Council on this matter. In particular, discussion took place respecting whether or not this was a good use of Village resources and staff time and if it is appropriate for the Village to be in a business that competes with other potential commercial operations.

The resolution was then put forward for reconsideration.

Moved/Seconded

THAT Staff be directed to investigate the Cannabis Licencing application process and report back at a future Committee of the Whole meeting.

CARRIED

OPPOSED: Councillor Ross; Councillor Helmer

At the Committee of the Whole Meeting No. 176, held on May 8, 2018, a workshop was held to present the *Draft Zoning Bylaw for Discussion Purposes* and seek feedback from the Committee on some of the proposed amendments. Minutes from this meeting are attached as **Appendix B**.

COMMUNITY CONSULTATION

A series of stakeholder engagement events to gain specific input on the *Draft Zoning Bylaw for Discussion Purposes*, were held between April 17 and May 10, 2018. The table below summarizes the dates, the different methods used, where events took place, and the targeted stakeholder.

Table 1: Consultation Events

Date, 2018	Type of Event/Location	Stakeholder
April 17	Open House / Pemberton Community Centre (PCC)	Residents/Business Owners/General Public
April 18	Storyboard Content & Survey / Online (Village website)	Residents / Public
April 23	Presentation & Discussion / Council Chambers	Airport Users Group
April 25	Presentation & Discussion / Chamber Office	Chamber of Commerce Executive
April 26	Advisory Land Use Commission (ALUC) Meeting No. 1 / Council Chambers	Advisory Land Use Commission (ALUC)
May 3	ALUC Meeting No. 2 / Council Chambers	Advisory Land Use Commission (ALUC)
May 4	Preliminary Referral / Email	Agricultural Land Commission (ALC)
May 7	Presentation and Discussion / BC Passive House	Industrial Park Businesses and Landowners
May 8	Workshop / Council Chambers	Committee of the Whole
May 10	Pop Up Consultation / Downtown	Downtown & Portage Road Businesses

An online survey was conducted as part of community outreach between April 18 and May 18th. A Consultation Report further describing all the formal community consultation that was undertaken in support of the development of a new Zoning Bylaw is attached as **Appendix C**.

This report summarizes the consultation comments heard and includes copies of all correspondence received.

DISCUSSION / COMMENTS

The Draft Zoning Bylaw includes a range of proposed amendments, undertaken for the following key reasons:

1. Improve Clarity/Ease of Use
2. Update & Modernize
3. Meet Legislative Requirements
4. Reflect Best Practices
5. Reflect Current Land Use Practices
6. Implement Official Community Plan (OCP) Policies
7. Address Deficiencies
8. Zone land previously incorporated from SLRD Area C (following previous boundary extensions)
9. “Green” the Bylaw (support energy efficient buildings and land use practices)
10. Council Directive

The table below summarizes the proposed amendments to the Bylaw.

Table 2: Proposed Changes to Draft Zoning Bylaw

Suggested Amendment:	Initiated to:	Reference:
Part 1: Application		
Completed Housekeeping Edits	Improve Clarity/Ease of Use; Address Deficiencies	Through-out
Revised Legislative References	Update & Modernize	Through-out
Part 2: Interpretation		
Part 3: Definitions		
Added New Definitions & Revised Terminology	Improve Clarity/Ease of Use; Update & Modernize	Through-out
Part 4: Measurements and Calculations		
Allowance for passive house thickness of walls	Reflect Best Practices/Current Land Uses; “Green” the Bylaw	Section 4.9 (b)
Part 5: Establishment of Zones		
Part 6: General Regulations		
Continued to Prohibit Cannabis Dispensaries (to be revisited once Cannabis Act is enacted, and Staff undertakes the development of Policy)	Council Directive	6.4 (b) (vi)
Part 7: Additional Zoning Regulations for Certain Uses		

Increased the maximum size of an Accessory Dwellings from 75 m ² to 90 m ²	Update & Modernize	Section 7.3
Added Agricultural Uses permitted in the ALR to the A-1 Zone	Update & Modernize; Meet Legislative Requirements	Section 7.4 & 7.5
Added Back Yard Hen Keeping regulations	Reflect Best Practices / Current Land Use Practices	Section 7.7
Added Bee Keeping regulations	Reflect Best Practices / Current Land Use Practices; Meet Legislative Requirements (ALC)	Section 7.8
Revised Bed and Breakfast Regulations to remove condition to provide meal before noon	Update & Modernize; Reflect Current Land Use Practices	Section 7.9
Revised Bed and Breakfast Inn Regulations to remove condition to provide meal before noon	Update & Modernize; Reflect Current Land Use Practices	Section 7.10
Added Conditions of Use for Carriage Homes	Update & Modernize	Section 7.11
Added Conditions of Use for Compost Bins	Update & Modernize	Section 7.12
Added Conditions of Use for Farm Stands	Update & Modernize	Section 7.13
Added Food Trucks as a Permitted Mobile Use and conditions of Use	Update & Modernize	Section 7.15
Revised Regulations for Home Occupations	Update & Modernize	Section 7.16
Removed Intermodal Storage Containers as a Permitted Use in all Commercial Zones	Implement OCP Policies	Section 7.17
Amended Combined Commercial Residential to Mixed Use Development to clarify intent	Improve Clarity/Ease of Use; Update & Modernize	Section 7.18
Added Conditions of Use for Secondary Suites	Improve Clarity/Ease of Use	Section 7.22
Created a definition of Short Term Vacation Rentals and Conditions of Use	Council Directive	Part 3 Section 7.23
Added in the Authority to use Temporary Use Permits	Meet Legislative Requirements	Section 7.26
Allowed Temporary Buildings or Structures during Construction	Reflect Best Practices	Section 7.27
Allowed Use of Existing Detached Unit during Construction	Reflect Best Practices	Section 7.29

Part 8: Off-Street Parking & Loading Requirements		
Added Electric Vehicle & Bike Parking requirements in Multi-Family or Mixed Use Zones	Implement the OCP – Alternative Transportation; Reflect Best Practices; “Green” the Bylaw	Section 8.1 (h)&(i)
Created Parking Standards for Apartments	Update & Modernize	Section 8.3
Revised Parking Standards for Townhouses	Update & Modernize	Section 8.3
Reduced Restaurant Parking Ratio in All Commercial Zones	Update & Modernize; “Green the Bylaw”	Section 8.4
Created a Reduction in Parking Standards for Affordable and Rental Housing	Implement OCP Policies – Affordable Housing; “Green” the Bylaw	Section 8.7
Increased the rate of payment for Cash in Lieu of Parking	Council Directive	Section 8.8
Created allowances for Tandem Parking in smaller townhouses	Implement OCP Policies – Affordable Housing; “Green” the Bylaw	Section 8.10
Created Alternatives to Off-Street Parking	Reflect Best Practices / Current Land Use Practices	Section 8.13
Part 9 - 17: Zones	Meet Legislative Requirements	Through-out
Adjusted Setback regulations	Reflect Best Practices	Through-out
Part 10: Agricultural Zones		
Revised the A-1 Zone to include uses permitted in the ALR by the ALC	Meet Legislative Requirements	Part 10, Section 10.1
Created a Minimum Lot Size for Subdivision in the A-1 zone	Address Deficiencies	Section 10.1.4
Created New Rural Residential Zone	Reflect Current Land Use Practices	Section 10.2
Part 12: Residential Zones, Multi-Family		
Created new names for Residential Multi-Family Development (MFD) Zones	Reflect Best Practices	Part 12
Added Maximum Density (FAR) to all MFD Zones	Reflect Best Practices	Sections 12.1, 12.2
Part 13: Residential Amenity Zones (Sunstone)		
Consolidated existing Amenity Zones	Improve Clarity/Ease of Use	Part 13
Removed 80% maximum Second Floor Area	Reflect Best Practices; “Green” the Bylaw	Section 13.2

requirement for Small Lots		
Part 14: Residential Amenity Zones (The Ridge)		
Consolidated existing Amenity Zones	Improve Clarity/Ease of Use	Part 14
Removed 80% maximum Second Floor Area requirement for Small Lots	Reflect Best Practices; “Green” the Bylaw	Section 14.2
Part 15: Commercial Zones		
Removed Storage Containers as a Permitted Use in All Commercial Zones	Implement OCP Policies – Downtown Revitalization	Part 15
Eliminated Rear Lot Setback in C-1 Zone from 4.5 m to 0 m	Reflect Best Practices	Section 15.1.6 (c)
Added Business Office as a permitted use in the C-2 Zones	Reflect Best Practices	Section 15.2.1
Restricted new Drive Through Restaurants in the C-2 Zone and Applied site specific zoning to the existing Drive Through	“Green the Bylaw”	Section 15.2.3
Removed Drive-In Restaurants as a permitted use from the C-3 (Portage Road Commercial) Zone	“Green the Bylaw”	Section 15.3.1
Added ‘Arts and Culture’, ‘Fitness Centre’ and ‘Food Truck’ as a permitted uses in the C-3 Zones	Reflect Best Practices / Current Land Use Practices	Section 15.3.1
Added ‘Arts and Culture’, ‘Catering Establishment’ and ‘Food Truck’ to C-5 Zone	Reflect Best Practices	Section 15.5.1
Part 16: Industrial and Airport Zones		
Added Brewery, Cidery, Distillery and Winery and Dance Studio as permitted uses in the M-1 Zone	Reflect Current Land Use Practices	Section 16.1 (f) & (n)
Added Food Truck, Materials Recovery Facility, Works Yard as permitted principal uses in the M-1 Zone	Reflect Best Practices	Section 16.1
Added Accessory Liquor Store, Private as a permitted Accessory Use in the M-1 Zones	Reflect Current Land Use Practices	Section 16.1.2.(a)
Created a minimum lot size	Address Deficiencies	Section 16. 1.4 (a)

for subdivision in the M-1 Zone		
Created a new M-2 Resource Industrial Zone (Tisdale/Rutherford)	Reflect Current Land Use Practices	Section 16.2
Added Accessory Retail as a permitted use in the M-2 Zone	Reflect Current Land Use Practices	Section 16.2.2.(a)
Added Conditions of Use to M-2 Zone to require screening and buffering	Address Deficiencies	Section 16.2.3
Adjusted the minimum Airport Leasehold Lots Setback in the AP-1 Zone	Address Deficiencies; Improve Clarity/Ease of Use	Section 16.3
Part 17: Public, Institutional and Parks & Rec Zones		
Added a Broader Range of Community Uses to the Public Zone	Implement the OCP; Address Deficiencies	Section 17.1.1
Added New Outdoor Recreation Zone for MX Track, Stock Car Track and Whitewater Facility	Reflect Current Land Use Practices	Part 17
Zoning Map		
Applied Village Zoning Designations to Boundary Extension Properties	Zone land previously incorporated from SLRD Area C	Schedule A
Updated the map to reflect newly created zones and zoning amendments since the last consolidation	Reflect Best Practices; Address Deficiencies	Schedule A
Eliminated Split Zones where applicable	Reflect Best Practices	Schedule A

Staff are confident that the changes outlined in Village of Pemberton Zoning Bylaw No. 832, 2018 (attached as **Appendix D**) allow for a more manageable and practical approach to land use regulation and enforcement, and recommend that Council give the Bylaw First and Second Reading and direct Staff to arrange formal referrals to Lil'wat Nation, Squamish-Lillooet Regional District, Ministry of Transportation and Infrastructure and the Agricultural Land Use Commission and schedule a Public Hearing.

COMMUNICATIONS

The Draft Zoning Bylaw is the result of an extensive community and stakeholder engagement process. This process and the results are outlined in the attached Consultation Report (**Appendix C**).

LEGAL CONSIDERATIONS

The adoption of a Zoning Bylaw by a municipality is authorized under various section of the *Local Government Act*:

- Section 479 authorizes a local government to enact a Bylaw respecting Zoning;

- Section 480 authorizes a local government to adopt a Zoning Bylaw at the same meeting at which the Bylaw passed Third Reading
- Section 481 states that a local government must not restrict or prohibit farming in farm areas;
- Section 482 authorizes a local government to offer density benefits for the provision of amenities, affordable housing and special needs housing;
- Section 492 authorizes a local government to designate a Temporary Use Permit Area in a Zoning Bylaw;
- Section 523 authorizes a local government to create runoff control requirements;
- Section 525 authorizes a local government to create off-street parking and loading requirements;
- Section 527 authorizes a local government to create screening and landscaping requirements;

Once adopted, the Zoning Bylaw will regulate the use of land, buildings, and structures in the Village of Pemberton.

The holding of a Public Hearing is a requirement before the adoption of a Bylaw as laid out in numerous sections of the *Local Government Act* (Sections 464 – 470).

If a use/building that was previously permitted does not conform to an amended bylaw, but continues to be lawfully used, the use may be continued as a non-conforming use. Lawful Non-Conforming uses and buildings are covered by Sections 528 – 532 of the *Local Government Act*. In summary, if a use is discontinued for a continuous period of six (6) months, any subsequent use must conform to the Village's bylaw. If the use of the building and structures conform to a land use regulation bylaw but:

- The siting, size and dimensions of the building or structures constructed before the bylaw was adopted does not conform with the bylaw; or
The siting, size dimensions or number of off-street parking or loading spaces constructed or provided before the bylaw was adopted does not conform to the bylaw;
- the building or other structure or spaces may be maintained, extended or altered to the extent that when completed does not involve any further contravention of the bylaw than that existing at the time of the repair, extension or alteration was started.

A Non-Conforming use of land may continue on a scale or to an extent or degree equal to that at the time of the adoption of the land use regulation, but no greater.

A structural alteration or addition must not be made while a Non-Conforming use continues in a building, unless required by an enactment or permitted by the Board of Variance.

If a building or other structure which contains a use that is lawful Non-Conforming is damaged or destroyed to the extent that 75% or more of its value above its foundation (as determined by a Building Inspector), the structure must not be repaired or reconstructed except for a conforming use in accordance with the Zoning Bylaw.

A change in ownership/tenancy/occupancy does not affect the use of the land or building or structures.

IMPACT ON BUDGET & STAFFING

The Zoning Bylaw review is a funded policy project of the Village of Pemberton and has been incorporated into the work plan of the Development Division of the Operations & Development Services Department.

INTERDEPARTMENTAL IMPACT & APPROVAL

The Zoning Bylaw review process has involved the support of the Office of the CAO and Corporate and Legislative Services, and upon adoption, implementation and enforcement will

be facilitated by both the Operations & Development Services Department and the Corporate & Legislative Services Department as applicable.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The Zoning Bylaw will be the primary land-use regulatory tool for lands within the Village of Pemberton only. However, the update of the Village Zoning Bylaw does have an indirect impact on neighbouring jurisdictions such as Squamish-Lillooet Regional District (SLRD) Electoral Area C and the Lil'wat Nation. Both the SLRD and the Lil'wat Nation will be invited to comment on the Draft Zoning Bylaw once it receives First and Second Reading.

ALTERNATIVE OPTIONS

An alternative option would be to not give the Bylaw First and Second Reading to Zoning Bylaw No. 832, 2018 (attached as **Appendix D**) but to refer it back to Staff for more review and/or more consultation.

Staff does not support this option.

POTENTIAL GOVERNANCE CONSIDERATIONS

A review and update of the Village's Zoning Bylaw meets with:

Strategic Priority No. Three: Excellence in Service through the continuation of delivering quality municipal services by processing development applications efficiently.

RECOMMENDATIONS

Recommendation One:

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 be given First and Second Reading;

Recommendation Two:

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 be referred to Lil'wat Nation, Squamish-Lillooet Regional District, Ministry of Transportation and Infrastructure and the Agricultural Land Commission for comment;

Recommendation Three:

THAT a Public Hearing for Village of Pemberton Zoning Bylaw No. 832, 2018 be scheduled for 7PM on Tuesday June 26, 2018 at Council Chambers.

Attachments:

- Appendix A: Terms of Reference
- Appendix B: Committee of the Whole Minutes, May 8, 2018
- Appendix C: Consultation Report, June 12, 2018
- Appendix D: Village of Pemberton Zoning Bylaw No. 832, 2018

Prepared by:	Lisa Pedrini, Senior Planner and Cameron Chalmers Consulting, Consulting Planner
Manager Approval:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

2017 Zoning Bylaw and Sign Bylaw Review

A. INTRODUCTION:

The Village of Pemberton has identified the review to the current Zoning Bylaw 466, 2001 and the Sign Bylaw No. 380, 1995 as a priority for 2017. To accomplish this, the Village has endorsed an approach that will utilize the services of a consultant - one focused on the technical components of the two Bylaws, while the Village of Pemberton Operations and Development Services Department will focus on developing and facilitating a consultation program. As such, the Village of Pemberton has retained a qualified consultant experienced with Best Practices and progressive land development principles, and with proven recent experience in zoning and sign regulations and bylaw preparation, to assist with the Village of Pemberton Zoning Bylaw and Sign Bylaw Review.

B. BACKGROUND:

The current Zoning Bylaw No. 466, 2001 has been amended from time to time within the last 15 years including some major revisions relating to new residential developments. The Village underwent a review and adoption of its Official Community Plan (Bylaw No. 654, 2011) several years ago which included new policies that must be incorporated into the zoning provisions. The Village is experiencing growth and development of home-based businesses and businesses involved in the sharing economy – technology driven businesses that did not exist and were never contemplated when the original bylaw was adopted. Regulating these types of emerging uses requires a thoughtful and reasonable approach. The Village is also committed to taking progressive climate action through sustainable and energy efficient land use planning & practices, and therefore sees the benefits in taking this opportunity to examine options to ‘green’ its Zoning Bylaw.

The Village’s Sign Bylaw No. 380, 1995 has never been amended, and despite being twenty years old and on the Village’s work plan for several years, it has never been reviewed or updated. There has been much confusion and non-compliance with the Sign Bylaw that has come to light in the last few years.

The Village is committed to undertaking a thorough review of the Zoning Bylaw and the Sign Bylaw, including recommendations from the Pemberton and District Chamber of Commerce, and business owners on how to better reflect today’s land use and marketing practices.

C. PURPOSE & SCOPE OF WORK:

1. Purpose

The purpose of the Zoning Bylaw review is to support the policies and vision contained in the Official Community Plan adopted in 2011, to address issues and constraints within the existing bylaw, and to reflect current Best Practices in the industry that are relevant to the unique characteristics and development trends in Pemberton. The updated bylaw must be creative, innovative, promote sustainable development and ensure a cohesive and complementary approach to development.

The purpose of the Sign Bylaw review is to identify issues with the existing Sign Bylaw and recommend opportunities for improvement. The existing Sign Bylaw and particularly how it relates to businesses in the Downtown and the Village's Business Park has not been consistently reflected in much of the signage businesses have installed in recent years and therefore warrants a review to:

- Determine whether changes to the Sign Bylaw are warranted;
- Improve layout;
- Improve readability and interpretation;
- Support the current needs of the business community; and
- Have meaningful community involvement.

Proponents must have demonstrated relevant experience working with municipal government and be knowledgeable of British Columbia's *Local Government Act*, *Community Charter*, *Land Titles Act*, current municipal subdivision and servicing regulations, Master Municipal Construction Documents, and Best Management Practices in urban design, land use planning and road & infrastructure design.

2. Description of Work

The Village of Pemberton will update certain elements of the Zoning Bylaw and Sign Bylaw in conjunction with the work carried out by our consultant. The assignment includes, but is not limited to, the following items:

- Issue Identification
- Research
- Technical Review
- Bylaw Preparation
- Approval

The selected consultant will be required to undertake the comprehensive review of all sections of the Zoning Bylaw and Sign Bylaw and to provide organizational options for review by the Operations and Development Services Department. The selected consultant is also required to attend key workshop sessions held as part of the consultation program.

While the details and timeline for the Consultation Program are being finalized by the Operations and Development Services Department, the following review Phase descriptions are anticipated:

➤ Phase 1-Preliminary Issue Identification

Phase 1 consist of meetings with staff and the Consultant to identify the strengths and weaknesses of the Zoning Bylaw and the Sign Bylaw. The Consultant will then prepare a summary report delineating the results of this discussion which will be used to structure discussion in later phases. The Consultant will also be expected to begin to research examples of zoning and sign bylaw organization and structure for discussion with staff.

The Village will set up opportunities to consult with business and land owners in February and March of 2017 to assist in Issue Identification.

➤ Phase 2-Technical Review

Phase 2 will begin with a review of the content of the summary report and consultation findings to identify the key issues that need attention. The order in which the Zoning and Sign Bylaw will be reviewed will be determined by the Operations and Development Services Department.

A. ZONING BYLAW

The Village's Zoning Bylaw No. 466, 2001 requires a complete and thorough review and update. Below is an incomplete list of some of the areas of the Zoning Bylaw that require special attention:

i. Parking Standards

A key part of Phase 2 will be the review and evaluation of the parking standards in the Bylaw. The Consultant will compare the current standards with municipalities that may include:

- Sea to Sky Communities;
- Municipalities that have similar Flood Construction Level issues;
- BC municipalities of a similar area and population or that have similar geographic attributes;
- Parking Exemptions for green developments, i.e., multi-family residential developments that provide electric car share vehicles.
- Input from Developers and Investors working in the community will be sought.

ii. Vacation/Short Term Rentals Regulations

Another key part of Phase 2 will be to research and review of zoning approaches used by other municipalities to address the proliferation of unregulated vacation, nightly and/or short term rentals through online accommodation booking sites such as Airbnb and VRBO. Crafting new

content around provisions to regulate vacation and short term rentals in Pemberton would follow. Input from operators of Bed and Breakfasts, Hotels, Inns and other short term accommodation rentals will be sought.

iii. Home-based Business Regulations

Phase 2 will include a review and evaluation of the current provisions in the Zoning Bylaw that regulate Home-based Businesses. The Village would like to strengthen the regulations in a manner that would prevent the operation of certain commercial operations that impact the sanctity of residential neighbourhoods, but still encourage the legitimate conducting of home-based businesses in Residential Zones. Input from home-based business owners will be sought.

iv. Airport Regulations

Phase 2 will include a review of the zoning provisions that apply to airport lands. In particular, a review of the setbacks related to hangars or buildings that facilitate aviation uses must be considered. Input from the Airport users, businesses and flying community will be sought.

v. Green Policy Development

The Village of Pemberton is a signatory of the Climate Action Charter, and is committed to taking action on climate change, and endeavouring to reduce corporate and community-based greenhouse gas emissions (GHG).

As such, Pemberton recognizes that municipalities have a role in encouraging climate action through the creation of policies that promote green development practices, minimize the creation of GHG's, and use passive design practices to reduce energy demands. Green development practices are methods of building our communities in a manner that respects our natural environment, and that recognize that conventional development practices can negatively impact the natural ecosystems that we depend on. By adopting a greener approach to development the Village of Pemberton would like to look at ways we can lessen or eliminate ecosystem degradation and improve our quality of life through land use regulations. A key part of Phase 2 will be the presentation of potential measures to "green" the Village's Zoning Bylaw in keeping with other progressive zoning approaches and best practices.

vi. Mapping

The Review will also include updating the zoning maps to incorporate new changes or zones resulting from the discussion in Phase 1 and 2. The Village will contact the owners of properties that were incorporated into the

Village since 2001 and seek their input around the creation of new Village zones.

vii. Medical Marihuana Dispensary Regulations

The Village recognizes that the retail sale of medical marijuana (i.e., dispensary) is currently illegal, but that the federal government has announced that it intends to legalize marihuana more broadly (presumably beyond medical marihuana) by the Spring of 2017.

Thus Phase 2 will also include a discussion of the Village's options and approach to develop regulations, licensing procedures and security standards to regulate the use of retail space within the Village for medical marihuana dispensaries, depending on the direction of federal legislative changes, and input from the community gained through public consultation. Depending on the outcome, the new Zoning Bylaw will include regulations to regulate the use of land to legally dispense medical marijuana or cannabis and medical marijuana or cannabis related products, if indeed there are imminent legislative changes.

SIGN BYLAW

The Village's Sign Bylaw No. 380, 1995 regulates the type, size and number of signs permitted on commercial establishments to maintain the Village's visual appeal. A review and update of the Sign Bylaw Review will primarily focus on issues with the existing bylaw that are identified through the stakeholder engagement process while supporting the needs of the business community. The review will also identify shortcomings of the current bylaw and improve the usability of the document for the community. Below is an incomplete list of some of the areas of the Sign Bylaw that require special attention:

- i. Relevance: some of the terminology used, and approach to sign management and marketing is outdated and no longer relevant. An update to current sign types and practices is necessary.
- ii. Wayfinding Program: suggest a wayfinding program or other creative approach to orientating residents and visitors
- iii. Sandwich Boards: Sandwich board signs (a-frame sidewalk signs) are a flexible solution for an extra advertising push that are used by many small businesses in Pemberton. However, currently Sandwich Board signage is not permitted, therefore a recommended approach to regulating this type of sign is being sought.
- iv. Comprehensive Sign Plans: more detail on what these are, how to prepare and amend them is needed.

➤ Phase 3- Bylaw Preparation

The Village will continue to review and revise those sections of the Zoning Bylaw and Sign Bylaw that have been identified as needing attention and any specific regulations that staff or Council has identified as needing revision.

In addition, the examples and evaluation of bylaw arrangement and structure will be reviewed by the Operations and Development Services Department to determine the final format of the draft Bylaw(s).

Following completion of the draft Zoning/Sign Bylaw(s), a Public Open House will be held to present the drafts and seek input from the community. The Village and the consultant will present the key changes to the community at this Open House. The engagement process will also utilize various consultation methods such as web-based social media tools.

➤ Phase 4- Approval

The final Phase of the Review will follow the regular bylaw approval process. Staff will begin this process with a summary presentation to the Committee of the Whole on the process, consultation activities, issue discussion and key changes to the draft Bylaw. The Consultant will participate with the Operations and Development Services Department staff in the presentation of the draft Bylaw(s) to the Council for First and Second Readings of the bylaw(s). Final comments on the Draft Bylaw will be sought as the Public Hearing following Second Reading.

VILLAGE OF PEMBERTON PROJECT MANAGER

The consultant will report directly to the Village Planner. The Village Planner will provide information to the consultants as required, and will be available for meetings, discussion and review of draft concepts. Community members, key stakeholders and groups/agencies are free to contact the Village Planner to request a meeting or give input.

Lisa Pedrini, Village Planner
Village of Pemberton
7400 Prospect Street-Box 100
Pemberton, BC, V0N 2L0
lpedrini@pemberton.ca
604-894-6135, ext 234

TIME-LINE

The time-line for the project is January 2017 to December 31, 2017.

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-**

Minutes for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, May 8, 2018 at 1:00 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 176.

ATTENDING: Mayor Mike Richman
Councillor Ted Craddock
Councillor James Linklater
Councillor Karen Ross

ABSENT: Councillor Jennie Helmer

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Gwendolyn Kennedy, Legislative Assistant
Tim Harris, Manager of Operations and Development Services
Lisa Pedrini, Planner

Public: 1

1. CALL TO ORDER

At 1:21 p.m. Mayor Richman called the May 8, 2018 Committee of Whole meeting to order.

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

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a) Committee of the Whole No. 175, Tuesday, April 10, 2018

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 175, held Tuesday, April 10, 2018, be adopted as circulated.

CARRIED

4. Draft Zoning Bylaw Review Workshop – Lisa Pedrini, Senior Planner & Cameron Chalmers, Planning Consultant

Lisa Pedrini and Cameron Chalmers presented the Draft Zoning Bylaw Review, seeking input and direction from the Committee of the Whole as part of the consultation process, and presenting highlights from recent public and stakeholder feedback sessions.

Public consultation to date includes meetings with the Airport Users Group, Lil'wat Development Corporation, Industrial Park Users Group, Advisory Land Use Commission, Chamber of Commerce and a public open house. A pop-up public information session for downtown businesses is scheduled for Thursday, May 10 at the Community Barn.

The primary objective of the bylaw revision is to improve clarity and consistency. Definitions and language have been updated and regulations clarified. The workshop addressed the terms of reference previously identified by Council. The revisions also approach permitted uses in different zones with the intent of avoiding over-regulating. In general, the changes presented broaden permissions rather than narrowing them. Further discussion took place respecting the following:

Commercial Parking

At 1:40 p.m. Mayor Richman declared a conflict of interest pursuant to Section 100(2) (b) of the *Community Charter* and left the room.

Staff pointed out an inconsistency in the required number of off-street parking spaces for Commercial uses; namely, that stand alone restaurants are required to provide one (1) space per three (3) seats, but that restaurants associated with a hotel/motel only require one (1) space per four (4) seats. Furthermore, that other similar uses also call for one (1) space per four (4) seats, for example a Club/Lounge and Theatre/Cinema. For consistency, the number of parking spaces required for restaurants is being proposed to decrease from one space for three (3) seats to one space for four (4) seats.

Chalmers noted that the commercial fabric in Pemberton's downtown is small, and that off-street parking requirements in the downtown area can be a deterrent to development. It may impact downtown vitality if retail and commercial property must be devoted to parking. Accepting cash in lieu of parking may encourage commercial development in the downtown core. Downtown parking is a policy issue that should be further addressed in the OCP.

At 1:56 p.m. Mayor Richman returned to Council Chambers and took the chair.

Residential Parking

Staff reviewed proposed changes to the Residential parking ratios for Townhomes, allowance for tandem parking in small townhome developments and the addition of new parking requirements for apartment dwellings.

Drive-Through Businesses in C-2, C-3 and C-5 Zones

The Committee of the Whole supported Staff's proposed removal of drive-through businesses as a permitted use C-2 zone (while maintaining site-specific permission for McDonald's), and in the C-3 zone, and supported continuing to permit drive-through business in the C-5 zone.

Airport and Industrial/Business Park

Staff advised that maintaining a mix of uses at the Industrial/Business Park is beneficial to the community. Given that there is currently no minimum parcel size in the M-1 Zone, Staff is proposing adding a minimum parcel size of 1,800 m² or approximately ½ acre. Preventing subdivision of lots below ½ acre size will ensure that larger tracks of land will be available for industrial use in the future. As property values rise, development permit regulations may be needed to ensure that the park continues to serve community needs.

The Committee of the Whole had no comments respecting the review of these amendments.

Civic, Public & Recreation Zones

Staff noted that in keeping with the intention to broaden permitted uses, a new Outdoor Recreation - OR-1 zone has been created to capture uses such as the motocross (MX), speedway and associated campground at the MX facility south of Pemberton.

The Committee of the Whole had no comments respecting this change.

Short Term Vacation Rentals

Staff provided an overview of the proposed regulations for short term vacation rentals use and the Committee reviewed the suggested amendments as set out in the Draft Bylaw.

The Committee supported Staff's recommendation to broaden the regulations around short term vacation rentals to permit short term rental in certain Residential zones of either a secondary suite or the primary residence, but not both. The Committee also showed support the inclusion of a cap of 5% for each neighborhood. It was noted that short term vacation rentals would not be permitted in multi-family buildings or zones. Implementation and enforcement of the cap will need to be addressed in business licence regulations.

Green Policy Development

Staff noted that the scope of the zoning bylaw is limited to ensuring that green development is not discouraged. To this end, FAR exemptions were included for passive wall constructed buildings. In addition, bicycle and electric vehicle parking is also proposed as a new requirement.

The Committee of the Whole had no concerns with the proposed draft.

Intermodal Storage Containers

Staff advised that in the Draft Bylaw the number of storage containers for accessory storage use is not limited at the Industrial Park (M-1 zone) but it is proposed that they be removed as a permitted use in Commercial Zones and limited in Airport, Park and Recreation and Civic zones.

The Committee had questions regarding whether commercial properties with existing storage containers would become legal non-conforming which is correct. The reason for removing them as a permitted use from Commercial Zones, especially the Town Centre, has to do with storage containers taking up required off-street parking spaces, detracting from the Village's efforts to revitalize the area (unsightly) and not complying with development or building permit requirements.

Staff was asked to seek clarity with respect to Building Permit requirements. Staff noted that storage containers will also apply to the Agriculture Zone.

Temporary Use Permits

Staff noted that the Draft Bylaw has been updated to include language respecting the use of Temporary Use Permits. It was noted that Temporary Use Permits are a useful tool that can provide guidance for Council in permitting a variety of uses that are not permitted in a zone over a limited amount of time.

Staff noted that temporary use permits will also apply to the Agriculture Zone.

Cannabis, Medical Production

Staff noted that regulations and definitions around this use have been prepared but are not included in the Draft Bylaw in keeping with Council's earlier decision to prohibit this use. This allows the Village the option to revisit this issue once the federal *Cannabis Act* is passed.

The Committee raised concern about how regulation of off-site odours will be addressed. Staff noted that odour nuisance is addressed in the Nuisance Bylaw and does not necessarily need to be addressed in the Zoning Bylaw. Staff further noted that this definition has been broadened by removing the specific reference to medical. This was done in anticipation of the legislation changing to allow for production of recreational cannabis.

Other

The Committee of the Whole had further discussion respecting the following:

- Off-street parking requirements and ensuring that the regulations require parking spaces to be dust free/compacted
- Definition of Grade, Natural – clarification was sought with respect to the definition
- Secondary Suites related to Duplex Dwellings and ensuring that a secondary suite is not permitted
- Accessory Buildings – clarification with respect to whether or not a woodshed would be exempt if under a certain size
- Section 7.6 - Hen Keeping – concern was raised with impacts as a result of allowing hen keeping. The Committee recommended revisiting the requirements established in section 7.6 (b) and that the Animal Control Bylaw be updated should Hen Keeping be permitted.
- 7.10 - Carriage Houses – clarification with respect to water and sewer rates for a carriage house
- 8.21 – Secondary Suites - off-street parking for suites – clarification respecting the requirements and related regulations as noted above
- 7.20 – Solid Waste Enclosures – need to consider increased needs for recycling and is compliance achievable. Staff noted that details respecting enclosures would be worked out through the Development Permit process.
- 7.26/7.27 – Temporary Structures – clarification was sought with respect to the length of time for a permit
- Campground Parking Requirements – considered to be onerous
- 9.2 – Permitted Land Uses in the A-1 Zone - clarification with respect to whether or not 'Gathering for Events' is allowed in the RR-1 Zone. Staff advised that this is a use specific to ALR land and only applies in the A-1 zone.

Ms. Pedrini and Mr. Chalmers will address the points raised when the bylaw is brought forward for consideration of readings at an upcoming Regular Council Meeting..

5. ADJOURNMENT

At 4:24 p.m. the Committee of the Whole was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer



Zoning Bylaw

Consultation Report

June 2018



Introduction

Purpose

The purpose of this document is to describe the formal community consultation undertaken in support of the development of an updated/revised Zoning Bylaw. This report describes both the processes undertaken and a summary of the consultation comments received.

The document is a companion to Zoning Bylaw No. 832, 2018 to provide information and background for the land use regulations outlined in the Bylaw. This document does not describe the details of the amended Zoning Bylaw, but it does summarize the consultation process and the comments heard to date, providing a rationale for some of the amendments and a formal record of the consultation in advance of Council's consideration of the new Zoning Bylaw.

The document has been prepared by the Project Coordinator for the Zoning Bylaw Review – the Senior Planner for the Village of Pemberton. Submissions including emails, correspondence and survey results have been included as appendices to this report.

Background

The current Zoning Bylaw No. 466, 2001 has been amended from time to time within the last 17 years including some major revisions relating to new residential developments.

The Village underwent a review and adoption of its Official Community Plan (Bylaw No. 654, 2011) several years ago which included new policies that must be incorporated into the zoning provisions. The Village also undertook a major boundary extension in 2011, and the majority of properties incorporated into the Village since that time retained their Squamish-Lillooet Regional District (SLRD) Electoral Area C Zoning unless they were the subject of a developer or Village-led rezoning process. There is a need to assign these Village properties with Village zoning to consistent land use regulation.

The Village is experiencing growth and development of new types of land uses including technology driven businesses involved in the sharing economy and other commercial pursuits that did not exist and were never contemplated when the original bylaw was adopted. Regulating these new types of emerging uses required a thoughtful and reasonable approach, supported by community priorities.

The Village also took the opportunity to incorporate progressive measures to encourage sustainable and energy efficient land use planning and practices, by examining options to 'Green' its Zoning Bylaw.

For these reasons and more, the Village embarked on a thorough review of the Zoning Bylaw and the Sign Bylaw, with an emphasis on seeking and including recommendations from community stakeholders like the Pemberton and District Chamber of Commerce and Tourism Pemberton, the business community, representatives of the development industry, residents, the Village's Advisory Land Use Commission (ALUC) and the Provincial Agricultural Land Use Commission (ALC).

Consultation Approach

General Approach

The general approach to consultation was to inform and offer a variety of consultation opportunities, and wherever possible, schedule and locate meetings and events in close proximity with where stakeholders are located and at times that worked for them. Consultation began with general issue identification, continued with targeted consultation; where needed and then moved to more extensive public consultation events and targeted engagement once a draft of the Zoning Bylaw was ready.

Issue identification, which occurred in the Spring of 2017, was primarily an effort to inform the public and stakeholders that the Village had begun its review of the Zoning Bylaw, to uncover issues or deficiencies not identified in the Terms of Reference for this initiative and to solicit ideas on and comments from the public on sections or issues where the Bylaw had proved problematic and could use improvement.

Targeted consultation was undertaken around the issue of Short Term Vacation Rentals in the summer of 2017 as this issue had been identified as a key issue in the Terms of Reference that required more input from operators and proponents who supported the use, and residents and community members who had expressed concern with its regulation (or lack thereof) and neighbourhood impacts.

Consultation Contacts

The Village of Pemberton uses many tools and tactics to contact and consult with residents, business owners, developers and land owners on the review and update to the Zoning Bylaw. As such the Village utilized its website, Facebook, sandwich boards at corner of Prospect and Birch and the entrance to Industrial Park, roundabout signage, posters, and print ad. Staff also made every effort to reach out directly to stakeholders and individually to land owners through correspondence, emails and hand-delivered flyers.

A sample of some of the contact made during the Consultation is shown in the table below.

Consultation Contact	Date
Letter to Black's Hot Wheels informing of the proposed change to their site specific zoning in the C-1 Zone	May 11, 2018
Letter to Valley Chainsaw Ltd. informing of the proposal to change their site specific zoning in the C-1 Zone	May 11, 2018
Emails and phone calls to Individual Developers and vacant land owners informing them of proposed amendments that would impact their property holdings	April/May/June, 2018
Emails to Industrial Park Owners to invite them to the May 7 th Consultation Event	May, 2018

Hand delivered flyers to every downtown and Portage Road Business to invite them to the May 10 th Pop-Up consultation Event	May, 2018
Emails and phone calls to the Agricultural Land Commission	May 2018
Emails and meetings with the Chamber of Commerce and Tourism Pemberton to discuss their concerns	May/June, 2018

Public Outreach

Issue Identification

In March 2017, the Village of Pemberton began initial public engagement with the public and stakeholders on general aspects to be covered by the Zoning Bylaw review. These efforts included hosting targeted information gathering sessions and creating customized surveys for different stakeholder groups, with specific questions pertaining to known issues. The Village offered many opportunities to both inform and seek opinions from the public and stakeholders on issues and constraints with the current Zoning Bylaw and Sign Bylaw.

A summary of initial issue identification events is shown in the table below.

Date	Method/Location	Stakeholder
April 6, 2017	Lunch Presentation/Pemberton Legion	Chamber of Commerce Members
April 23, 2017	Meeting/Council Chambers	Airport Users Group
April 24, 2017	Presentation/BC Passive House	Industrial Park Businesses and Landowners
April 25, 2017	Open House & Presentation/Pemberton Community Centre (PCC)	Home Based Business Owners
April 25, 2017	Open House & Presentation/PCC	All Other Businesses
April 26, 2017	Open House & Presentation/Council Chambers	Residents / Landowners

The results of this initial round of public consultation can be found on storyboards posted on the Village's website www.pemberton.ca under *Projects and Initiatives – Zoning & Sign Bylaw Update*. Input received during the initial issue identification stage helped confirm some of the key topics and inform the eventual development of the Draft Zoning Bylaw.

The Village also had the opportunity to present to the Grade 11 Social Studies Class of the Pemberton High School on February 7, 2018.

Short Term Vacation Rental Engagement

In the summer of 2017, the Village wanted to seek targeted input on short term vacation rentals in order to develop clear regulations as part of the revised Zoning Bylaw. As per the Terms of Reference, one of the key parts of the Zoning Bylaw review was to research zoning approaches used by other municipalities to address unregulated vacation, nightly and/or short term rentals through online accommodation booking platforms such as Airbnb and VRBO.

In July 2017, the Village contracted with the Whistler Centre for Sustainability to provide assistance with public engagement on this issue. Village Staff and the Centre developed and facilitated a public engagement process consisting of key stakeholder interviews, three public information sessions and an online survey. To inform the process, three background briefs were circulated during the information session and posted on the Village website. Over the months of July and August, the Village held a number of sessions that helped to garner feedback from residents both opposed and supportive of using detached dwellings as short term vacation rental accommodations.

During this engagement the Village wished to build a common understanding of the issues; understand short-term rental approaches from other communities; gather community feedback; and understand how to maintain or adjust policy. The Results of this engagement are attached as **Attachment A**.

The results of the targeted engagement demonstrated mixed opinions. There was general agreement that short term vacation rentals should be regulated, and there was good support for using tools such as business licencing, payment of an infraction deposit to act as an incentive for good management, and good neighbour agreements. However, the community was divided on whether or not proposed regulations should be aimed at rolling back the use, maintaining the status quo or expanding the use. Based on the results of the public engagement, Staff recommended to Council to take a blended approach to regulating short term vacation rentals that would see the use being permitted in Single Family Residential Neighbourhoods under certain conditions.

Public Open House on Draft Zoning Bylaw

A public open house was held on April 17th 4:30pm to 7:30pm at the Pemberton Community Centre inviting the public to review and comment on the Draft Zoning and Sign Bylaws. Storyboards, drafts bylaws, information sheets and a paper copy of the Feedback Survey were available. A total of thirty (30) people attended the Open House. Participants were offered red, yellow and green dot stickers to add an interactive piece to the event and instructed to place on the proposed amendments to indicate concepts they did not like/were concerned about/or supported, respectfully. There was a lot of draw to the storyboard on Short Term Accommodation regulations, with participants noting both positive and negative feedback to the draft regulations. There was general support for the “Green” Initiatives, although it did appear there was concern with the suggested amendment to lower parking requirements for affordable and rental multi-family residential dwellings. A total of four (4) feedback forms were received from Open House participants, with a majority of them preferring to submit their comments online. Staff took their feedback and inputted into the web survey so these responses were aggregated in the analysis of the Survey Monkey data.

Online Content and Feedback Survey on Draft Zoning Bylaw

Following the Open House, the same materials (storyboards) presented during the event were uploaded to the Village's website to provide information and background on the proposed changes to the Zoning Bylaw. This content can be found on line on the Village's website under *Projects and Initiatives*: <https://www.pemberton.ca/public/download/documents/49128>.

Once informed by the storyboards, persons were encouraged to fill out the online public input survey (using the Survey Monkey platform). This option was launched to gain feedback from those unable to attend the Open House or those that prefer to use more private methods of sharing their thoughts. The survey included open ended questions that generated interesting qualitative findings rather than quantitative data.

The survey that was available from April 18th to May 18th to solicit feedback from the community at large on the 'Draft for Discussion Purposes' garnered thirty-six (36) responses. While this may appear to be a low response rate, the comments received offered thoughtful and meaningful input that was taken into account in the drafting of the revised Zoning Bylaw and echoed many of the verbal information Staff received during face to face consultation events.

A general summary of the online survey results follows:

- **Demographics** - The majority of respondents identified themselves as property owners (88%) and the next highest group as residents (62%). Just over one quarter of the respondents noted they were commercially zoned business owners. The remainder identified themselves as bed and breakfast owners (9%), short term vacation rental owners (15%), home-based business owners (9%) or 'Other' (i.e., developers, Chamber members).
- **Short Term Vacation Rentals:**

With respect to the proposed regulation of Short Term Vacation Rentals, the survey revealed that respondents **liked** these aspects of the proposed regulations:

- *It is being addressed and monitored in a limited capacity x 6*
- *Fairer approach/levels the playing field for B&B operators x 3*
- *The requirement to get a Business Licence (legitimizes the operation) x 3*
- *Parking Restrictions x 2*
- *Accountability (if enforced)*
- *Limit of one per cul de sac (although enforcement is key)*
- *Involving neighbours i.e., Good Neighbour Agreement*
- *Strata Permission for Nightly Rentals (bare land stratas)*
- *That it has to be principal residence – creates economic opportunity for residents but doesn't skew the market to foreign investors*
- *Only in lawful dwelling unit*
- *Only in principal residence or accessory suite but not an accessory*
- *Business Licence required*
- *Bare land strata permission from Strata Council required*
- *Well thought-out*

The following is what respondents **did not like** about the proposed regulation of Short Term Vacation Rentals:

- *Proposed \$2,500 infraction deposit too high x 4*
- *Occupancy of Up to 8 guests is too high x 3;*
- *Doesn't go far enough re: parking issues x2*
- *Utility increase is too high x 2*
- *Good Neighbour Agreement is too restrictive x 2*
- *Good Neighbour Agreement is undefined /does not go far enough*
- *5% cap per neighbourhood too low x 2*
- *5% cap per neighbourhood is too high*
- *Allowed in Residential but not in C-3*
- *Overly restrictive x 2*
- *Enforcement will be challenging*
- *Secondary Suites should not be allowed / should be limited to rooms in owner occupied home or whole home*

▪ **Cannabis Dispensaries:**

With respect to the continued prohibition of Cannabis Dispensaries until the Federal legislation is in place, the survey revealed that respondents **liked**:

- *waiting until the Federal Cannabis Act is enacted x 11*
- *Would like to see Cannabis Dispensaries prohibited even when legalized x 5*
- *Flexible/ Sensible Approach x 2*

The following is what respondents noted that they **did not like** about continuing the prohibition of Cannabis regulations:

- *Unprogressive x 5*
- *Doesn't address security*

▪ **Storage Containers:**

In terms of the proposed amendments to prohibit storage containers from Commercial Zones, the following is what respondents **like**:

- *Supportive of this initiative x 4*
- *Should apply to Industrial Park too*

The following is what respondents **did not like** about the proposed amendment to remove storage containers as a permitted use in Commercial Zones:

- *Containers should not require a building permit to put in place x 3*
- *Should be open to their conversion as tiny homes x 3*
- *Shipping Containers are equipment not buildings x 2*
- *Often used by small businesses/takes pressure off Residential Areas*
- *Do not remove from A-1 Zone*

▪ **Parking Standards:**

In terms of the proposed amendments regarding parking standards, the following is what respondents **like**:

- *Seems fair x 2*
- *Decrease parking & encourage people to walk/relax requirements to encourage other forms of transportation x 2*
- *Support for decrease in parking spaces for restaurants*
- *Requiring electric vehicle parking/ bicycle parking*

The following is what respondents **did not like** about the proposed amendment to remove storage containers as a permitted use in Commercial Zones:

- *Increase off-street parking requirements for residential areas/secondary suites x 2*
- *Everything*
- *Doesn't go far enough to limit homebased business parking*
- *Too many parking spaces downtown between the Bakery and the Barn*
- *Need to require 2 bedroom suite to provide 2 additional parking spaces*
- *Need parking dimensions to be larger to accommodate trucks*
- *Increase parking required for multi-family apartments/parking is a priority*

▪ **Greening Regulations:**

In terms of the suggested "Green" amendments, the following is what respondents **liked** about adding "Green" land use regulations:

- *Overall Support for all Green Measures (5)*
- *Removing Drive Through (3)*
- *Allowances for Passive Construction*
- *Supporting Alternative Transportation Changes*

The following is what respondents noted they **did not like** about introducing "Green" land use regulations:

- *Bicycle parking is not secure/theft*

Airport Users Group

Planning staff met with the Airport Users Group on April 23, 2018, nearly a year to the date that they were first consulted, to review the proposed amendments to the Airport 1 (AP-1) zone. The main takeaways from this conversation was the Airport Users Group expressed support for the inclusion of lease lot line setbacks and the ability to have one shipping container per lease lot as a permitted accessory structure.

Village of Pemberton Advisory Land Use Commission (ALUC)

Staff presented the Draft Bylaw to the Village's Advisory Land Use Commission (ALUC) on two separate occasions – April 26th and May 3rd given the breadth of the review needed. Minutes from these meetings are attached as **Attachments B & C** to this Consultation Report.

The following recommendations were passed by the ALUC with respect to the proposed Draft Zoning Bylaw:

Moved/Seconded

THAT the Advisory Land Use Commission recommend to Council that the Village of Pemberton revisit the topic of minimum lot size for A-1 zone in the near future.

CARRIED

Moved/Seconded

THAT Advisory Land Use Commission recommends to Council that the proposed regulations for Short Term Vacation Rentals be supported.

CARRIED

Moved/Seconded

THAT the Advisory Land Use Commission recommends to Council that consideration be given to reducing the infraction deposit from \$2,500 to \$1,000.

CARRIED

Moved/Seconded

THAT the Advisory Land Use Commission recommends to Council that Automotive Repair Shop and Equipment Servicing, Rental and Repair Shop be removed as a permitted use from the C-1 Zone.

CARRIED

Moved/Seconded

THAT the Advisory Land Use Commission recommends to Council that Drive-In Restaurant be removed as a permitted use from the C-3 Zone;

AND THAT no more than one Drive-In Restaurant be permitted in the C-2 Zone;

CARRIED

Moved/Seconded

THAT Drive-In Restaurant be removed as a permitted use from the C-5 Zone.

CARRIED

One Member Opposed

Moved/Seconded

THAT the ALUC recommends to Council that the split zoning on the Lil'wat lands be removed so that the parcel be zoned C-2 entirely to remove the split zoning and prohibit the development of the back half of the property for service commercial.

CARRIED

Moved/Seconded

THAT the ALUC recommends to Council that the definition Cannabis, Medical Production Facility be amended to remove the reference to Medical in order to broaden

the use and amend the definition of to state that it can be a facility consistent with Federal legislation.

CARRIED

Moved/Seconded

THAT *neighbourhood pub and accessory beer and wine store use be removed from the M-1 zone.*

CARRIED

One Member Opposed

Moved/Seconded

THAT *the ALUC recommends to Council that screening and landscaping requirements in the M-2 Zone be reviewed and adequate requirements be added to the M-2 zone to ensure that the entrance to town is protected.*

CARRIED

Moved/Seconded

THAT *the ALUC recommends that campground use in the E-1 zone be removed.*

CARRIED

Moved/Seconded

THAT *the ALUC recommend that fitness centre be removed from the E-1 zone.*

CARRIED

Moved/Seconded

THAT *the ALUC advise Council that it is supportive the proposed residential parking requirements.*

CARRIED

Moved/Seconded

THAT *the ALUC advise Council that it is supportive of the proposed change from one (1) space for three (3) seats to one (1) space for four (4) seats for restaurant use.*

CARRIED

Moved/Seconded

THAT *the ALUC recommend to Council that the fee structure for cash in lieu in parking be reviewed with an aim to optimize parking opportunities within the village;*

AND THAT *consideration be given to developing a zone approach to cash in lieu contributions.*

CARRIED

Numerous Revisions were made to the Draft Zoning Bylaw as a result of the ALUC's recommendations.

Agricultural Land Commission (ALC) Referral

As a courtesy, the Village referred the "Draft for Discussion Purposes" to the Regional Planner with the Agricultural Land Commission, Kamelli Mark, on May 4, 2018, to provide her with the opportunity to initially review and comment prior to a more formal referral after the Bylaw receives First Reading. Due to the Village's legislative requirements to comply with the *Agricultural Land Commission Act*, this is an important step in the revision of a local

governments land use regulation bylaw. The Commission's main concerns revolve around the definition, use and regulations pertaining to land uses in the Agricultural Land Reserve (ALR). Numerous comments from the Regional Planner on May 11, 2018 and these comments have been incorporated into Bylaw No. 832, 2018 where applicable. The ALC's letter is attached as **Attachment D**. Following First Reading; the Bylaw will be formally referred to the ALC for review and comments.

Pemberton and District Chamber of Commerce

The Village presented an outline of the proposed amendments that would impact business owners to the Chamber of Commerce Executive on April 25, 2018. Following their review of the Draft, the Executive held a meeting on May 18 and passed several resolutions with respect to their comments on the aspects of the Draft Zoning Bylaw. These submissions are noted below and attached as **Attachments E & F**.

In the first letter the Chamber expressed their support for the removal of drive-through restaurants as a permitted use in the C-2 (Tourist Commercial) and C-3 (Portage Road Commercial) Zones and urged Council to also remove them as a permitted use in the C-5 (Neighbourhood Pub) Zone. The Chamber also advised of their inability to reach consensus on the proposed removal of Auto Repair Business and Equipment Servicing, Rental and Repair Shop Uses as permitted uses in the C-1 (Town Centre Commercial) Zone.

In their second letter, the Chamber expressed their concern with the shortage of short term accommodation for tourists and trades and asked Council to consider supporting a further amendment to the revised Zoning Bylaw to permit the mixed use of the Gateway Village Suites as residential, long term rental and short term vacation rentals in the C-3 (Portage Road).

In follow-up to these submissions, Village Staff met with representatives of both the Chamber and Tourism Pemberton on June 6, 2018 to discuss their feedback.

Tourism Pemberton

A letter, dated May 18, 2018, was received from Tourism Pemberton stating their support for the removal of Drive Through Restaurants from Commercials Zones. A second letter, with the same date, was received demonstrating Tourism Pemberton's support for the preservation of tourist zoned accommodations and noted that they would not be opposed to the mixed use of the Gateway Village Suites allowing for residential use, long term rentals and short term vacation rentals. They write that the concentration of this use in the C-3 zone is preferential over residential areas. Their submissions are attached as **Attachments G & H**.

As noted above, the Village met with representatives of Tourism Pemberton on June 6, 2018 to listen and discuss their concerns with the Draft Zoning Bylaw.

Developer Submissions

The Village received the following other written submissions from developers/land owners with respect to the proposed amendments to the Zoning Bylaw:

1. Letter from Ashley Goddyn, Thrive Investments, dated May 11, 2018, requesting that Mayor and Council consider permitting the Pemberton Gateway Suites to be permitted to

rent units long term, short term (nightly) and as residential uses and attached as **Attachment I.**

2. Letter from Barj Dhahan, dated June 8, 2018, urging Mayor and Council to not remove Drive through Restaurants as a Permitted use in the C-2 Zone and attached as **Attachment J.**

Attachments:

Attachment A: Short Term Accommodation Engagement Findings, September 12, 2017

Attachment B: Advisory Land Use Commission Minutes, April 26, 2018

Attachment C: Advisory Land Use Commission Minutes, May 3, 2018

Attachment D: Agricultural Land Use Commission Comments, May 11, 2018

Attachment E: Letter from the Chamber of Commerce (1), May 18, 2018

Attachment F: Letter from the Chamber of Commerce (2), May 18, 2018

Attachment G: Letter from Tourism Pemberton (1), May 23, 2018

Attachment H: Letter from Tourism Pemberton, May 23 (2), 2018

Attachment I: Letter from Ashley Goddyn, May 11, 2018

Attachment J: Letter from Barj Dhanan, June 8, 2018



Short Term Rentals Engagement

'What We Heard' Summary



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Project Scope & How We Got Input

The Village of Pemberton is in the midst of updating its Zoning Bylaw and like many communities across Canada, is looking to create zoning regulations pertaining to short term vacation rentals given recent community concern with respect to the accommodation 'sharing economy'. The Village sought support from the Whistler Centre for Sustainability with community engagement on the short term rental accommodation issue (rentals of less than 28 days), and the outcome is this report of the consultation results and possible routes forward the Village of Pemberton may want to contemplate.

During this engagement the Village wished to build a common understanding of the issues; understand short term rental approaches from other communities; gather community feedback; and understand how to maintain or adjust policy.

BACKGROUND RESEARCH

The Whistler Centre examined responses to short term accommodation in residential areas as well the general notion of short term rental benefits and challenges by B.C. communities including the City of Nelson, the Resort Municipality of Whistler, the Sun Peaks Mountain Resort Municipality and the District of Tofino. Several background briefs were also prepared to explain the current situation in the Village of Pemberton, including the general issues being faced in the general community and this is attached as **Appendix A**.

PUBLIC ENGAGEMENT PROCESS

The Centre developed and facilitated a public engagement process consisting of key stakeholder interviews, three public information sessions and an online survey. The engagement kicked off by releasing the background research on July 14th 2017 during the Pemberton Farmers' Market and then continued with the online survey until August 14th 2017. Village staff also offered to host small group discussions on the topic but none were requested.

Summary and Recommendations

Approximately 330 instances of engagement through face-to-face conversations or online surveys helped to connect with the Village of Pemberton community and stakeholders on the topic of short term nightly rentals. Approximately 60 people were engaged through outreach events and about 260 participated in the online survey. Six local stakeholder groups participated through one-on-one interviews and representatives from Airbnb communicated via email.

While local perspectives on short term rentals vary, it is clear from the comments and interactions that the Village of Pemberton community members and stakeholders all have the community at heart.

The engagement highlighted much common ground and understanding of the issues.

Topics and issues where there was common understanding or support included:

- **Regulation and Management:** Most of the people providing input supported the notion of regulating and managing short term rentals in some manner. While their opinion on the extent of regulation varied, most felt that operators should be contributing to the community tax base and treated more like a business than a residence. There was general agreement that short term rentals should only occur in areas where it is permitted through zoning. Options with respect to different management rules were provided in the survey, and all received some support; however, requiring a business license and paying a bylaw infraction deposit in case of disturbances were the two options that received the most support. The third most popular management option was some type of good neighbour agreement to proactively address neighbourhood issues.
- **Long-term rental housing/affordability:** Impacts on long-term rental housing/affordability was the most common concern for both the general public and most stakeholder organizations. Long-term rental/affordable housing is seen as important both for maintaining a strong community and in order to provide housing for employees of local business. The word ‘crisis’ was often used by community members and business organizations to refer to the current housing challenges. Many see this concern as requiring greater attention prior to expanding short term rentals. A good number of participants also highlighted the importance of utilizing short term rental income to cover housing costs which is seen by some as at odds with ensuring a supply of affordable long-term rentals.
- **Primary residences/Single Family /Everywhere – though limited:** If short term rentals continue to be permitted (i.e., bed and breakfasts) or are expanded, most respondents feel that these operations should mainly take place in rooms located within a primary residence (rather than in a secondary suite) or as a whole unit rental when the homeowner is away. While this approach is bound to preserve much long-term rental housing it isn’t clear that ‘preserving’ these rentals was the primary motivation for these suggestions. Rather the primary motivation could have been in order to grow resident homeowner incomes (vs. property investor incomes) as respondents also rated the importance of ‘resident’ income generation higher than income generation for absentee property land holders or part-time residents. Additionally, single-family properties or suites on site are where most feel these operations should occur. On the question of where short term rentals should be allowed if

"This should not be an opportunity for real estate investment to profit but for permanent residents to benefit from living in a tourist industry town."

Survey Respondent

they are pursued, most feel that there should be little discrimination on locations, though there was some general sentiment to somewhat limit their total number whether through the market or through a permitting process.

Opinions on some key topics varied. **Topics and issues with mixed opinions included:**

- **Benefits of having short term rentals:** While one of the most important benefits of short term rentals was noted as the ability to earn extra income or offset costs, these benefits were only deemed important (4 - 5 on 5 point scale) by 50%-55% of the 190 survey respondents to this question. Others didn't see income generation as a benefit or were somewhat indifferent to this possibility.
- **The approach to expanding or restricting short term rentals:** Respondents' feelings on how to regulate short term rentals through municipal policy was also quite mixed.

In total, a little less than half (48%) wanted to expand the options for short term rentals somewhat, and a little more than half (52%) wanted the 'status quo' or a roll back of policy which would virtually prohibit short term rentals. To be clear, the only type of short term rental accommodation for the travelling public permitted in the Village at this time is via bed and breakfast establishments and country inns, and these are only permitted in certain Residential Zones and under certain conditions. Bed and Breakfasts are not permitted in Townhouse Zones (multi-family units), Comprehensive Development Zones (mixed use zones) or in the Industrial Zones. The Village Zoning Bylaw does not contemplate the type of popular short term rentals (or commonly referred to as Airbnb's); however, many Village residents are offering short term accommodation options in exchange for payment through booking websites like Airbnb.com. Business and tourism stakeholders tended to support the opportunity provided by short term rentals but only with a level playing field and in conjunction with or after the shortage of employee housing (long-term rentals/affordable housing) concerns were addressed.

When the survey population is broken out by renters and homeowners however, a slightly clearer distinction arises with homeowners leaning toward more limited expansion/permissive approaches (54%) and renters clearly leaning toward a roll back or status quo (76%). The seventeen businesses that filled out surveys through the Chamber of Commerce collector link somewhat favoured 'limited expansion' over other options, but also stressed the importance of long-term rentals and affordable housing, indicating that achieving both could be possible. Those supporting some expansion indicated their support was based on the benefits to tourism and added income for local primary residence homeowners. Once again, those against expansion indicated a concern for the impacts on the long-term rental pool (community and business staffing) as the primary factor.

These results present somewhat of a dilemma as there is no straight forward approach to recommend based on the opinion of community members and stakeholders at this time. That said the issues and opinions raised during the engagement do provide some potential routes forward.

MOVING FORWARD

The following section is broken into two main topics. The first includes some common practices that build off areas we found to be of common interest. The second provides four possible routes forward on the areas where opinion was mixed.

COMMON PRACTICE

One of the biggest challenges facing all municipalities with short term rentals is how to enforce the regulations regardless of what they are. The process to ticket or fine a homeowner in contravention of a Zoning Bylaw can be cumbersome and costly. Making this process more effective and efficient is important. In addition to what the Village of Pemberton is already ready doing, a few ideas to consider that may make enforcement and compliance easier include:

- Using third party software such as Host-Compliance to provide the Village with a monthly report and an up-to-date list of active short term rentals in the community. Pricing for this service ranges from \$380/year for monitoring to \$2,250/year for monitoring plus address identification, outreach case history, etc.
- Adding short term rental offences to the municipal information utilization ticketing system to increase the ability to charge those not in compliance and more easily manage disputes that may arise through the ticket system.
- Adding offences that relate to the marketing of short term rentals and not just the ‘use’ (activity) of short term rentals. It is thought that this advertising activity is easier to prove than whether a property was used in contravention of the Zoning Bylaw.
- Add a clear definition of short term rentals/short term tourist accommodation to the Zoning Bylaw so that this activity can be referred to when needed.
- More clearly articulate the permitted uses in each zone in the Zoning Bylaw to ensure use cannot be misconstrued with allowing short term rentals.
- Initiate an education or social marketing campaign once the new rules are in place to help make sure all property owners are aware of what is or is not allowed. For example, the Town of Canmore, AB is currently running a ‘Myth or Fact’ campaign to educate its residents.
- Work with Strata Corporations to help them find effective and efficient methods to deter short term rentals in townhouse units.



- If any type of short term rentals do continue:
 - Requiring a business license is an effective mechanism for tracking permitted properties and the business regulation bylaw is one mechanism in addition to zoning to help outline what is permitted. Business License fees can also help to cover the administration costs for any inspections or enforcement.
- While not a short term rental common practice 'per se', developing affordable housing policy and implementing affordable housing strategies or actions could go a long way to supporting the 'housing crisis' expressed by so many during this engagement. In fact, in order to take full advantage of the benefits of short term rentals to tourism and local incomes, the community will likely need to take some steps to manage this concern.

Introducing a commercial use into a residential neighbourhood has the potential for conflict. Through this engagement we heard about many experiences from people living beside a short term rental. Experiences were certainly a mix of 'good' and 'bad', but to ensure more consistency with good practices the following management rules should be considered:

- Efforts should be made to ensure that only 'primary' residences are rented out on a short term basis. Aside from having support for this approach, it is common practice for those communities wishing to protect long-term rentals.
- Limiting 2 people per room in a shared or a whole room rental is a common practice, as is capping the total number of people to around 8 per single family home.
- Ensuring onsite parking spaces for each room should help to manage parking issues and fire safety measures similar to the current Village approach should continue.
- Restricting any type of short term rental practice to single family detached homes and non-strata style properties is supported by the survey and by common practices. Expanding the option to duplexes/townhouse could also work, but smaller strata dwellings like condominiums and apartments can lead to more of the reported challenges.
- If whole home rentals are allowed, additional rules might include 'bylaw infraction deposits' of \$500-\$1,000 to promote better on-site management of guests and cost recovery of Village resources in the event that enforcement is required; 'good neighbour agreements' to proactively ensure that neighbours know of the commercial use, associated rules and have a 24/7 owner contact number in the case of concerns and to possibly report guest activities that may be detrimental to the rental property.
- With respect to taxation, the Village of Pemberton can work through UBCM to keep pushing the topic of 'fair' taxation for commercial accommodation operations. One area this could be expanded is toward the property class taxation legislation which treats B&B's and short term rentals differently.
- Consulting a municipal lawyer on all of the above topics will help to ensure effective and efficient implementation.

EXPANSION OPTIONS

Through the engagement it became clear that there are mixed opinions on the topic of short term rentals. While support for the tourism experience and local income opportunities was important for many of the respondents, the pressing issue of long-term rental housing and fair treatment of commercial properties was just as loud if not louder. Organizations like the Chamber of Commerce, whom normally are supportive of commercial expansion, expressed strong concern about ensuring the supply of rental housing first. In considering all the various feedback, there appears to be four possible ways forward for the Village to consider.

1. **Roll back** – Bed and breakfast establishments are currently only permitted in the RS-1 Zone, the RSA-1 and the RSA-2 Zones. Therefore all properties in these zones are permitted to rent out rooms on a short term basis if they comply with the zoning regulations for a bed and breakfast (B&B) which includes holding a valid Business Licence. Tightening up the current zoning might be a possibility if the Village believes that allowing short term vacation rental accommodation through a bed and breakfast establishment in every residence zoned for this use may need to be reconsidered. There does appear to be much less demand for shared home rentals from visitors and fewer residents seem to rent rooms on a nightly basis.

This approach may not have a huge impact on increasing long-term rentals, but it may prevent them from being lost in future if demand for shared rooms increases. While these types of rentals are likely to have the least amount of impact on local neighbourhoods, reducing this option by removing it as a use or limiting the amount will send a clear signal that the Village is not interested in commercial uses in neighbourhoods. It will also reduce the need to create more complex management rules. As there will still likely be demand for full home and shared home short term rentals from visitors as well as willing landlords, the Village will need to put more resources into enforcement in order to manage resident concerns.

2. **Modernize the 'Status Quo'** – Through engagement with tourist providers, residents and business organizations, it became clear that there is a role for short term rentals to support tourism and local incomes. Keeping the 'status quo' would make Pemberton unique in that the only 'sharing economy' accommodation options would be for rooms located in primary residences. With creative marketing this could create an authentic Pemberton experience for visitors. That said, any expansion could further impact longer-term room rentals, and not allowing full-home rentals in some capacity will certainly eliminate the majority of visitors who are looking to rent entire homes/properties. If this approach is pursued, the Village should also consider dropping the 'breakfast' requirement as many guests are not looking for this type of experience. As there will still likely be demand for full-home short term rentals from visitors as well as willing landlords, the Village may need to put more resources into enforcement in order to manage resident concerns. That said, maintaining the 'status quo' by only permitting property owners to rent out rooms within their primary residence will reduce the need to create more complex management rules that would be applicable to full-home rentals.

3. **Expanded:** The engagement findings lead us to believe that there is a role for short term rentals to support tourism and local incomes. The demand expressed for single room vs. full-home rentals is not equal however. Full-home/whole unit rentals are in much greater demand, and most leading tourism destinations have this type of 'whole unit' available for visitors who require something other than hotel style accommodation. Many of the survey participants admitted to staying in this type of accommodation themselves.

To fulfill this demand, Pemberton could consider expanding the current zoning and business uses to allow for full-home/whole unit rentals in primary residences only in addition to the current bed and breakfast room accommodation options. While the primary residence requirement would limit the impact on long-term rentals, the Village could also create a cap or maximum of 60-80 units total (to match current supply). Appropriate geographic distribution within the Village could help to alleviate the impact on any one neighbourhood. Allowing a certain amount of full-home/whole unit short term rental accommodations could support tourism, provide locals with extra income, reduce the 'illegitimate' operations, increase business license fees, potentially increase utility and property taxes collected and create a source of funding to pay for enforcement efforts.

4. **Blended:** Blending the Expanded and the Modernized 'Status Quo' options, this approach considers expanding the current zoning (either changing the bylaw or through temporary use permits - TUP's) and business uses to allow for full-home rentals in primary residences **only** in addition to the limited bed and breakfast room accommodations. While the primary residence requirement would limit the impact on long-term rentals, the Village could also create a cap or maximum of thirty (30) units for good measure while impact monitoring takes place. Again, appropriate geographic distribution within the Village could help to alleviate the impact on any one neighbourhood or the Village could seek out one developer or neighbourhood to include full-home short term rental use. Allowing a certain amount of short term rentals will support some tourism needs, provide locals with extra income, reduce the 'illegitimate' operations, increase business license fees, potentially increase utility and property taxes collected and create a source of funding to pay for enforcement efforts. These capped uses could be further directed to only operate in certain seasons when demand seems to be higher.

FINAL REMARKS

The 'sharing economy' trend and visitor desire for full-home style rentals is not going away in the near future. The high cost of living in the Sea to Sky corridor has created the desire, if not a necessity, for homeowners to offer rooms or homes for rent to the travelling public. Given Pemberton's tourism offerings and its proximity to Whistler creates a legitimate demand for these types of short term rental accommodation. However, giving into this demand, without carefully balancing residents' rights to reside in neighbourhoods unaffected by the impacts of commercial operations and ignoring the need to maintain a stock of affordable long term rental housing for employees will prove detrimental. Without concerted effort the long-term rental and affordable housing challenges and issues with unmanaged short term rentals expressed by so many during this engagement is not going

away. While these issues may be seen to divide the community, depending on which ‘side’ members are on, the thoughtful, engaged planning and implementation that Pemberton is known for can help to ensure that the community moves ahead in the right direction at this time.

What We Heard

STAKEHOLDER ENGAGEMENT

The Centre worked with the Village staff to identify and connect with a variety of stakeholders to better understand different perspectives on short term rentals.

Stakeholders included: Accommodation Providers, Planning Staff from the Squamish-Lillooet Regional District, and Board members of Tourism Pemberton and the Pemberton and District Chamber of Commerce and a representative from Airbnb.

Semi structured interviews with most of the stakeholders took place during July and August and email correspondence was made with Airbnb.

PERSPECTIVES

Stakeholder	Summary of Comments
Pemberton and District Chamber of Commerce	<ul style="list-style-type: none"> • Top issues for members: transportation, quality internet, staff attraction/retention – due to housing. • Some members are threatened by short term rentals. • Need some regulations/limitations and ensure enforcement isn't too costly. • Supported the motion at the BC Chamber AGM to essentially ensure fairer taxation across all types of commercial accommodation.
Tourism Pemberton	<ul style="list-style-type: none"> • The Board has yet to determine a position, but the feelings though informal discussions are mixed on the benefits and challenges of short term rentals. • Housing staff is the primary concern right now, businesses can't find staff, and steps are needed here. • If short term rentals occur, there should be a level playing field and taxes paid to support amenities in town. • Summer demand is high for accommodation especially from weddings. • Demand for short term rentals is very high, spring to October.

Stakeholder	Summary of Comments
	<ul style="list-style-type: none"> • More lodging in Pemberton could better support tourism operators/businesses and the current wedding industry.
Squamish-Lillooet Regional District Planning Staff	<ul style="list-style-type: none"> • Housing for their staff is a real issue and challenge. • Strive to ensure that the Village policy and policy for Area C is somewhat in sync where it makes sense. • Area C is also going through a Zoning Bylaw review. • The Board is taking a “wait and see” approach right now with short term rentals, but they do have some bylaw enforcement ability.
Airbnb	<ul style="list-style-type: none"> • Data indicates that most rentals in the Pemberton area are full home/whole unit rentals. • Would like smart, streamlined policies to allow for rentals. • Open to collecting hotel tax revenue as in other jurisdictions.
Accommodation Providers	<ul style="list-style-type: none"> • Short term rentals are problematic for long-term housing and fairness of taxation to pay for amenities and the additional infrastructure demand from commercial operations. • New businesses are not launching (e.g. new accommodation providers) and some businesses are closing for a day or two due to staffing issues, which impacts the visitor experience. • Currently the short term rentals are out of control so it has to be regulated and charged commercial tax rates. • Pockets of rentals could work perhaps in new neighbourhoods, not existing ones. • Recognition of the demand for short term rentals and especially full home rentals, visitors want this. • At times there are not enough accommodation options or the capacity in Pemberton right now. • Supportive of more options as long as there is a level playing field with respect to taxes, business licensing, parking regulations, etc. • Loss of B&Bs in Pemberton may be due to retirement, or home sales - not necessarily competition.

INFORMATION SESSIONS

After a three hour pop-up consultation display booth on July 14th at the Pemberton Valley Farmers' Market, the Centre and the Village of Pemberton hosted a public information session on July 18th at the Pemberton Community Centre. The purpose of the information session was to present the background research and to collect more input from community members. An additional public information session took place on July 25th at the Village of Pemberton's Committee of the Whole meeting.

WHO PARTICIPATED?

The Farmers' Market display booth piqued the interest of close to 30 people throughout the afternoon, and the public information session had an attendance of about 30 people as well. In addition to Village staff and Council, the Committee of the Whole session saw a handful of interested residents attend.

PERSPECTIVES

Farmers' Market attendees were quite curious about the topic and provided thirteen written comments as feedback on short term rentals (comments in **Appendix B**). The comments received alluded to the need for some regulation though there was less similarity on the specific details or to what extent they should be regulated. Challenges with short term rentals such as: impacts on long-term rental availability; nuisances; and capacity issues were highlighted as were benefits such as: additional jobs and earning an income. A few comments noted the importance of regulating and taxing the operations like a business and limiting the rentals to residents' primary residences.

The public information session included a presentation covering the background briefs as well as an opportunity to ask questions and provide input on the challenges and benefits of short term rentals, considerations to keep in mind when regulating short term rentals, and personal experiences using or living next to a short term rental. Many participants were quite active in the question and answer sessions and most provided input on the poster boards. The results of the poster board questions are summarized below.

Living next to short term rentals: What's it been like?

Most comments described negative experiences.

- *Increased noise (2)*
- *Increased cars*
- *Less community involvement with absentee landlords*
- *Strangers in neighbourhood - security issues*
- *Less parking*
- *Theft*
- *Property damage*

Ever used one? Why? What was it like?

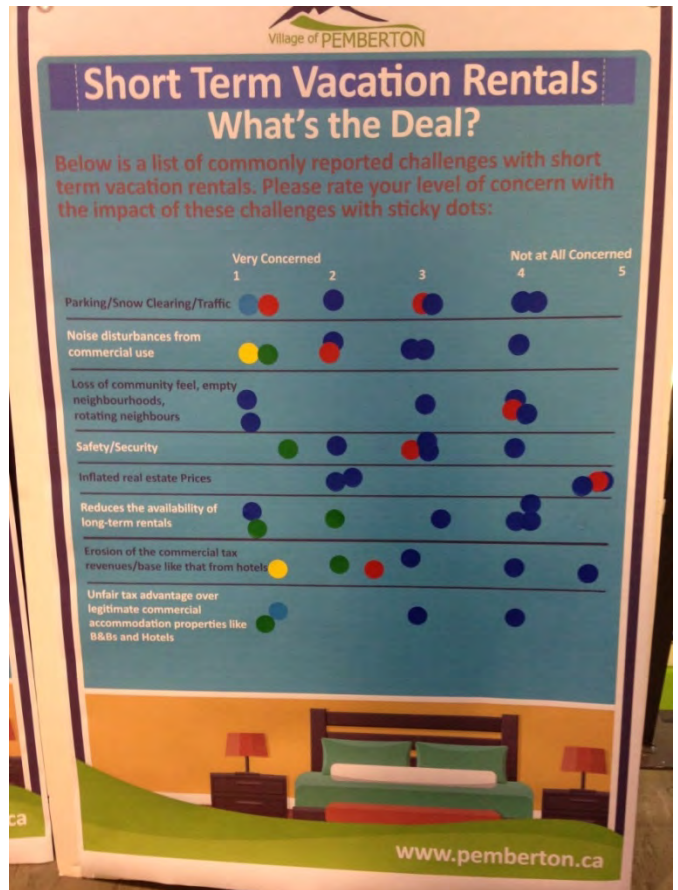
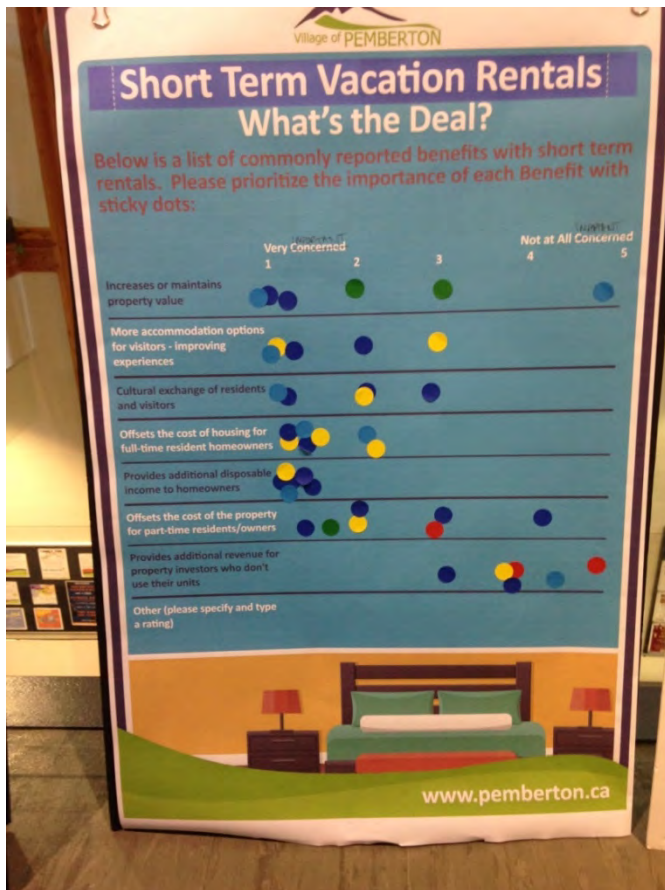
There was only one response to this question and it described a mixed experience with an Airbnb rental.

- *Booked an Airbnb - room in an apartment; showed up to find owner cleaned out half his monster bedroom closet for our stuff. We slept in master for the week while the owner slept on the couch in his tiny den in a sleeping bag.*

Benefits and Challenges – Level of importance

Session participants were asked to rate the importance of specific short term rental benefits and challenges. The dotting exercise found that the most important benefits included *'offsetting the costs of housing for full-time resident homeowners'* and *'providing additional disposable income for homeowners'*. The benefit with the least amount of support was *'providing revenue for property investors who don't use their units'*.

In general the feedback on challenges was more mixed than the feedback on the benefits. Some participants were very concerned and others less so. *'Noise disturbances from commercial uses'* and *'concerns about parking/snow-clearing and traffic'* indicated slightly higher levels of concerns than other topics. The specific results of the dotting exercises are as follows:



Commonly Reported Challenges

Short term rentals - What needs to be considered?

Session participants provided eight comments on what needs to be considered through the regulation process. The verbatim comments are below and ranged from suggestions on management approaches, taxation and the importance of commercial free neighbourhoods.

- Zoning - restrictions
- Limiting under 30 days or taxing will not solve issues
- Allow homeowners to earn additional income
- No tax PST (including 1% "hotel tax") and GST for those at \$30k +
- Secondary emergency egress i.e. rope ladders
- B&B with large # → sprinklers
- People need commercial free living areas
- Explore "pop up" housing (tiny houses, shipping container housing, Atco trailers)

PUBLIC SURVEY

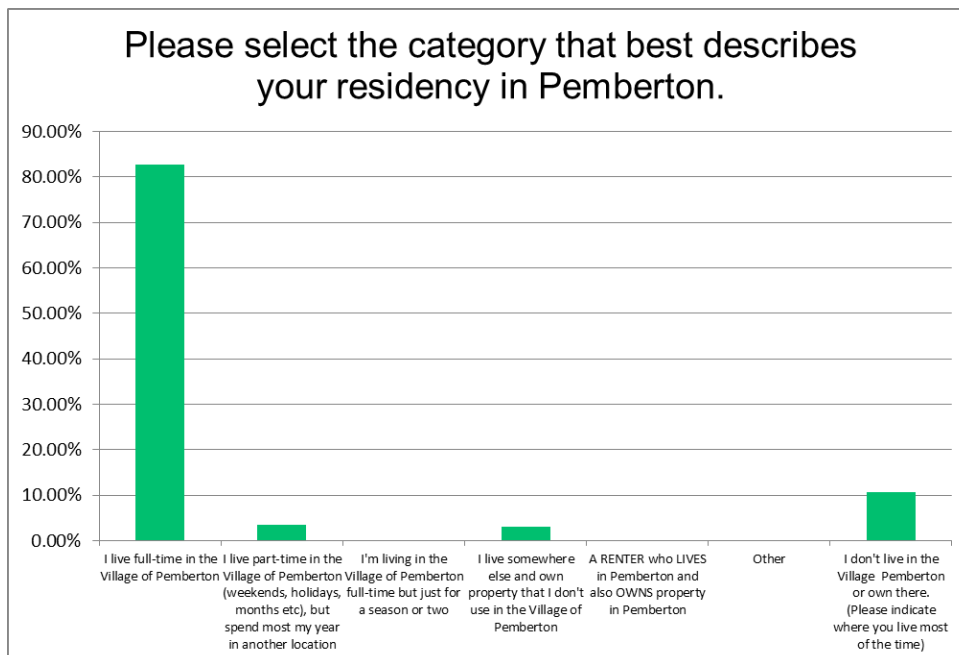
Immediately following the information session all community members were asked to respond to an online survey to provide their input about concerns and benefits, and to provide general direction around short term rental regulation approaches. The survey ran from July 14th to August 14th 2017 and was promoted via the Village website, the Village Facebook page, and through social media channels. Extensive coverage of the issue (workshops and input options) was provided by local media as well. **The survey questionnaire and verbatim comments are in Appendix C and D.**

An additional survey collector link was created for the business community and this survey was promoted via the Pemberton and District Chamber of Commerce.

WHO PARTICIPATED?

A total of 246 people participated in the Village of Pemberton Short Term Rental Survey with most of them (90%) indicating that they had read the background research briefs. Another 17 participated in the survey via the collector link sent out to Pemberton and District Chamber of Commerce Members.

Of the participants, 83% (or 188/246) identified as living in the Village of Pemberton full-time, 4% indicated they live part-time in the Village of Pemberton, 3% indicated they own in Pemberton and don't use their property, and 10% indicated not living or owning in the Village of Pemberton. Of this 10%, most indicated they lived in the SLRD area.



- Of those living in the Village of Pemberton, most of them own their residence they stay at (76%) with about a quarter renting their dwelling.
- Only a few (5%) indicated that they owned one or multiple properties that they don't live in.

- Just over 50% of the respondents stated that their property they live in or own is a detached single family dwelling. The next most popular dwelling type is a townhouse at about 25%.
- Most respondents have stayed in a short term nightly rental at some point and those who did indicated a fairly high level of satisfaction with that experience.

LIVING BESIDE OR RENTING OUT A DWELLING

Of survey participants, 113 provided comments on living next to or renting out their property as a short term rental. About two thirds of the relevant responses were from people living next to or near a short term rental and the remaining third of the comments were from those with experience renting out properties on a short term basis in Pemberton or other locations. In general, most of the comments of those living next to rentals related to annoyances with short term rentals, but not all. On the flipside, those renting their units had mostly positive remarks about the experience.

Responses and topics are summarized below:

- Dislike, disruptive x 31
- No problems x 24
- More cars, traffic/parking issues x 23
- Enjoy it, positive experience, more polite x 20
- Nosier in the area x 19
- Better than long term tenants x 9
- Extra income x 9
- Long term housing impacts x 8
- Unsafe x 4
- Wants to do Short Term Rental in future x 2
- Other x 4
- N/A or had no experience one way or the other x 34

USING A SHORT TERM VACATION RENTAL SERVICE

Of survey participants, 128 or about 50% indicated they had stayed at a short term rental property and those who did indicated an average satisfaction level of 85% out of 100%. A large majority of the comments were positive and the most common comment about the experience was it was *'better than a hotel – more amenities, authentic'*, followed by a general *'great experience'* and *'good value'*.

Responses are summarized below:

- Better than a hotel, more amenities, authentic x 52
- Great experience, unique, 36
- Good value, affordable x 31

- Authentic, felt like home, like a local x 22
- More space for families and kitchen use x 21
- Easy and convenient, online booking x 16
- Clean x 9
- Varied experiences x 6
- Other: good hosts, housing issues, used them, adequate, bad experience, like a hotel, variety

OPERATING OR THINKING OF OPERATING A SHORT TERM VACATION RENTAL

Only some survey participants are interested in operating a short term rental. Just below 25% of all survey participants (57 in total) indicated that they either operate or are considering operating a short term rental property. Their primary motivation by far was *'extra income'*.

Reasons for short term renting or considering a short term renting are summarized below:

- Extra income - afford home, holiday money x 48
- Long term rentals are riskier x 9
- Friend and family use of unit when not rented x 6
- Considering it in future x 6
- Other x 14 (Not interested, B&B owner already, staff housing – short term, concern some aren't paying taxes)

BENEFITS AND CHALLENGES – LEVEL OF IMPORTANCE/CONCERN

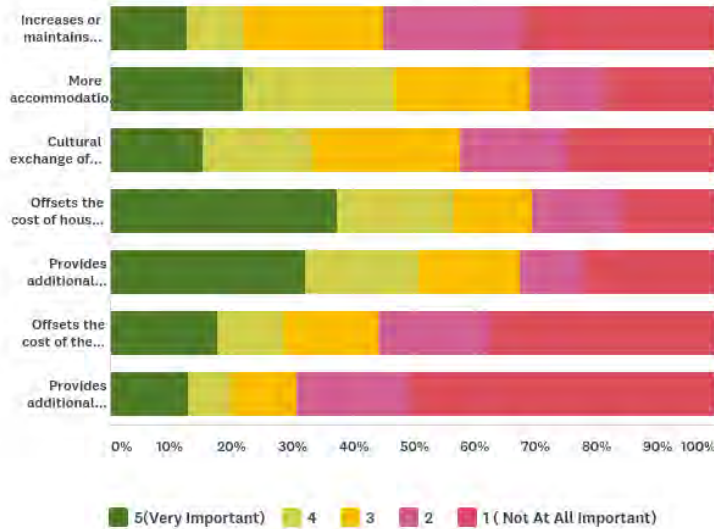
Benefits

A total of 187 survey participants provided input on the importance of some of the benefits from short term rentals. Clearly the most important benefit relates to the ability to earn income or offset costs with *'Offsetting the costs of housing for full-time resident homeowners'* as the most important benefit, followed by *'provides additional disposable income to homeowners'*. Beyond income generation/cost management, respondents valued more accommodation options for visitors. A large proportion of respondents were indifferent or not very interested in the benefits.

In general, renters tended to rate the benefits as less important to Pemberton than homeowners' ratings. Business owners who responded to the survey sent out by the Chamber of Commerce tended to favour *'more accommodation options for visitors'* over the other benefits. The overall results are below.

Q19 Below is a list of commonly reported benefits with short term rentals. Please prioritize the importance (to Pemberton) of each benefit from 5 (very important) to 1 (not at all important)

Answered: 187 Skipped: 59



Other benefits cited included:

- Extra income x 6
- Economy boost x 2
- Bad full time tenants/law favours long-term tenants x 2
- Other x 4 (flexibility, it's negative, decreases values of homes, should just be full-time renters)
- Comments on benefits are summarized below:
- No benefits to community x 11
- Good for tourism x 8
- Economic impact x 5
- Issues with long-term tenants, this is better x 5
- Flexibility, family and friends x 4
- Housing issues, removes long-term options x 4
- Regulate Short Term Rental x 3
- Meets demand x 3
- Social benefits to renting x 2

"As said earlier, as a business owner I am seeing that Pemberton is quickly becoming very difficult for my staff to find housing, let alone affordable housing. This is a very serious problem if we want to be able to continue to have thriving businesses in this town. The short term rental problem is a hard one to solve. I see both sides but I know that it is taking away a lot of long term rentals in town and this is having a very negative effect."

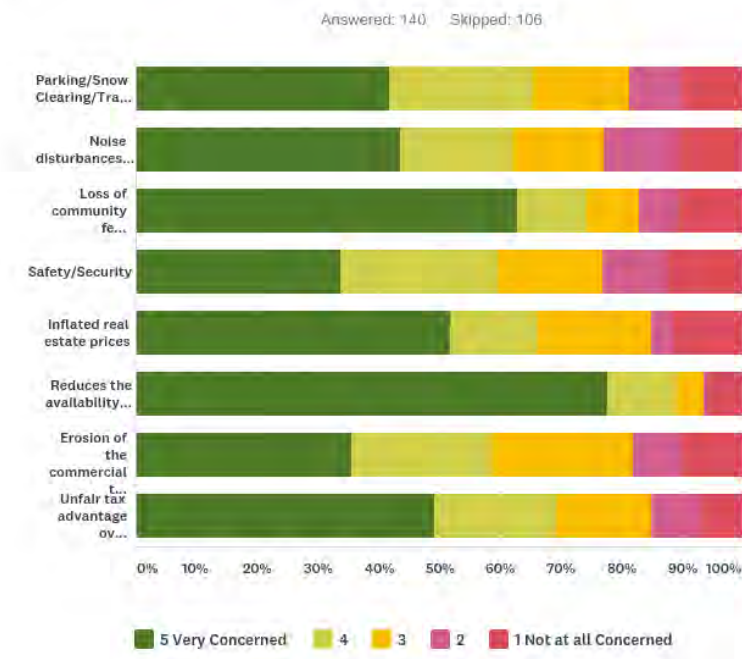
Survey Respondent

Challenges

A total of 144 survey participants indicated that they have concerns with short term rentals and of those, 140 provided specific input. Clearly the highest level of concern is the impact of short term rentals on the availability of longer-term rentals. This concern is followed by 'loss of community feel, empty neighbourhoods, rotating neighbours', 'unfair tax advantage' and 'inflated real-estate prices'. Chamber of Commerce business respondents mirrored the top two concerns shared by the general survey.

In general, renters tended to be more concerned with the challenges overall compared to homeowners. The overall results are below.

Q22 Below is a list of commonly reported challenges with short term vacation rentals. Please rate your level of concern with the impact of these challenges on the community of Pemberton.



Most of the fourteen 'Other challenges' were variations on the challenges in the chart above, though one comment indicated 'reduced home values' and another noted 'community attitude' and 'strata management' as challenges.

Comments on challenges highlighted the concerns about long-term rentals and how that impacts businesses' and community feel. The full results are summarized below:

- Negative impact on long-term rental pool, impacts staffing for businesses and ruins the community feel x 35
- Level the playing field (Tax and/or license) with commercial operators / B&Bs, utility costs, parking, etc. x 21

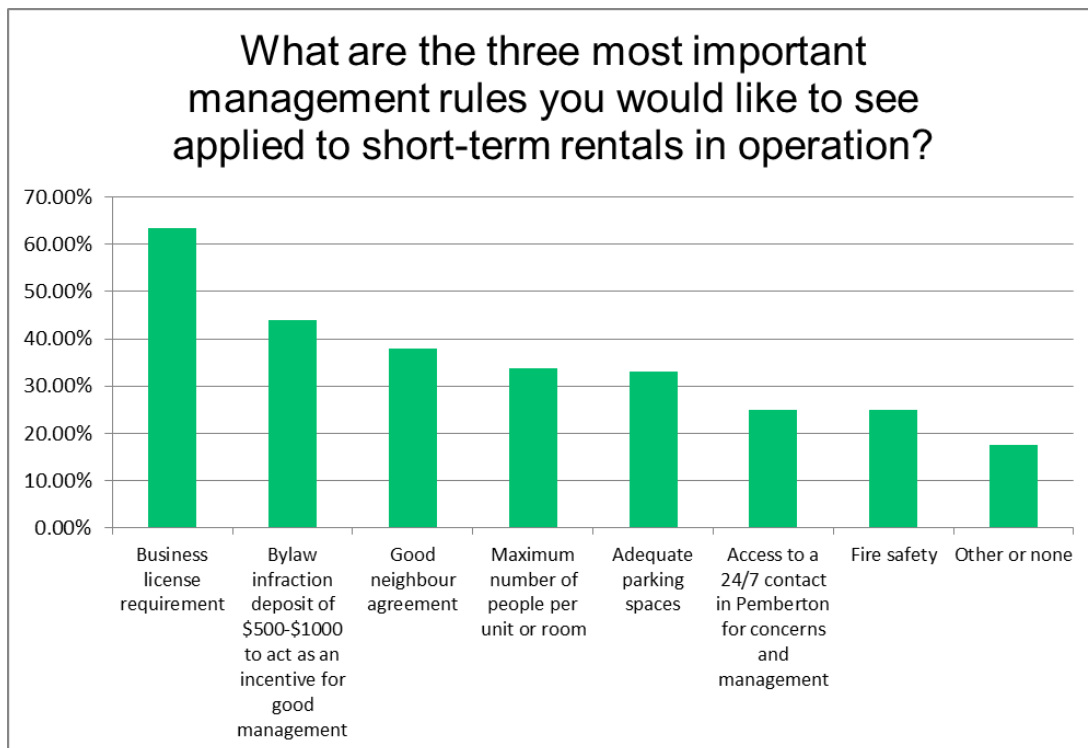
- A need for bylaw enforcement + regulation x 10
- General - against Short Term Rentals x 10
- Limit rentals (# of nights per neighbourhood/type of homeowners) x 5
- Supportive of Short Term Rentals x 3
- Only Short Term Rentals where zoned x 4
- Unsafe x 2

PERSPECTIVES ON REGULATING SHORT TERM RENTALS

There is support for regulating short term rentals. A total of 190 survey participants answered the question related to regulating short term and 81% of those agreed that the Village of Pemberton should regulate short term rentals in some manner.

Most also feel that some additional management rules may be required, with 64% indicating that the Village should consider creating additional management rules related specifically to the operation of a short term rentals e.g. number of inhabitants, sharing contact information with neighbours, bylaw infraction deposits, etc.

While a few respondents supported a broad swath of management rules, the most popular rules to apply to short-term rentals included: a business license requirement; bylaw infraction deposits and a good neighbour agreements. In addition to business licensing, businesses filling out the Chamber collector highlighted a need for parking regulations. The full results are below.



Other management rule suggestions and comments included:

- Implement all the rule options x 6
- Limits to rooms, full-time resident only, limits per street, no foreign owners x 6
- Full ban of Short Term Rental x 4
- Taxes – increase, well thought out x 3
- Zoning requirement x 3
- Regulate mainly the full home rentals x2

APPROACH TO SHORT TERM RENTAL POLICY

Following all the introductory questions about short term rental experiences, management rules etc., survey participants were asked their opinion on how the Village should respond to the short term rental issue. The question was prefaced with the assumption that effective management was in place to help deal with the multiple neighbourhood issues such as noise and parking.

The specific options to choose from were as follows:

Roll Back/Prohibit: Property owners in the Village of Pemberton should not be able to rent out their residential property in part or in whole on a short term basis.

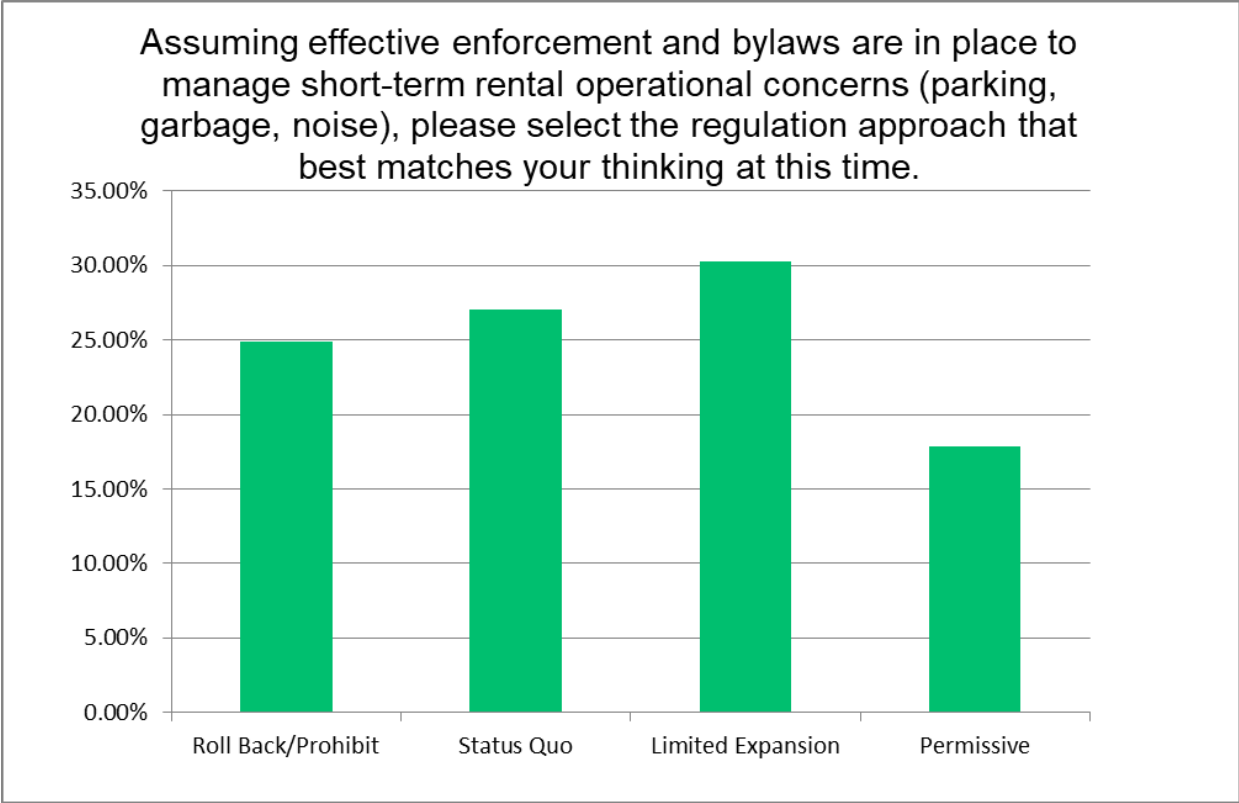
Status Quo: Property owners of most single family homes in the Village of Pemberton should be able to continue renting out rooms in their residence if providing breakfast [adhering to the zoning regulations pertaining to B&B's] and successfully obtaining a business licence. No whole home/suite rentals or rentals in townhouses/apartments will be allowed.

Limited Expansion: There should be some more opportunities for short term rentals in the Village of Pemberton. For example: More rooms or whole residence rentals; more types of dwellings allowed to rent; limited total number.

Permissive: There should be many opportunities for short term rentals in the Village of Pemberton. For example: More rooms and whole residence rentals; all types of dwellings allowed to rent; no limits on the total number.

Other?

Respondents' feelings on short term rental policy were quite mixed. When the 'other' responses were allocated to the appropriate policy option 'Limited Expansion' garnered 30% of the support, followed by 'Status Quo' at 27%, 'Roll Back/Prohibit' at 25% and 'Permissive' at 18%.



In total, a little less than half (48%) wanted to expand the options or short term rentals somewhat, and a little more than half (52%) wanted the 'status quo' or a "roll back' of policy virtually prohibiting short term rentals.

When the survey population is broken out by renters and homeowners however, a clear distinction arises with homeowners leaning toward more limited expansion/permissive approaches (54%) and renters clearly leaning toward a 'roll back' or 'status quo' (76%). The businesses that filled out the Chamber collector link somewhat favoured 'limited expansion' over other options.

"The sharing economy and owner direct rentals are happening, and Pemberton won't be able to stop it if it wanted to. If Pemberton wants to grow as a tourism destination we need to be open to these changes - but welcome them with a fair and level headed approach that mitigates negative effects on long-term housing availability, noise, etc. Let's be a forward thinking and positive community."

Survey Respondent

Survey participants provided the following rationale and comments for their responses:

- Pro Short Term Rental (mix of: good for tourism, only primary residence, rooms, homeowners on vacation, other) x 70
- Against Short Term Rental (Short Term Rental impact on long-term rental pool (35), generally against (15)) x 50
- Regulate and allow (license/tax) x 28
- Limit (group size, location, number of days, etc.) x 15
- Balanced approach x 5
- Level playing field for B&Bs etc. x 5
- Other: in appropriate properties, law favours long-term rentals, only where zoned,

“Until the housing crisis is dealt with in the area, short term rentals should not be happening. The Sea to Sky is becoming impossible to live. Short term rentals are ruining the community and will eventually ruin the businesses in the area by forcing out the people who actually reside and work here”.

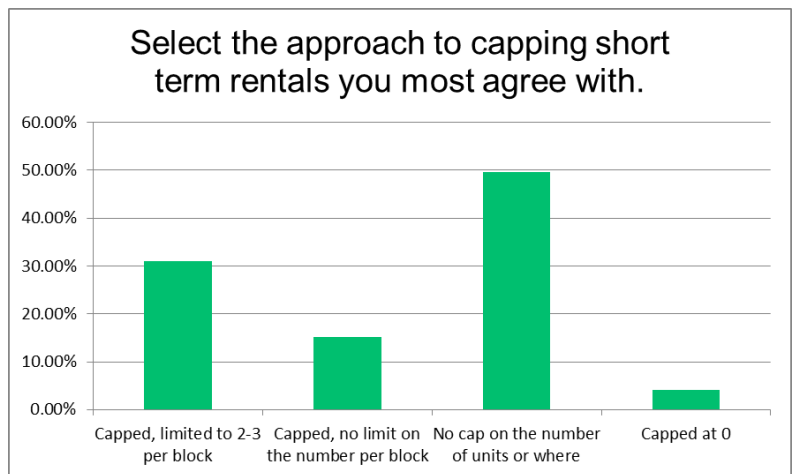
Survey Respondent

EXPANSION OPTIONS

At this stage of the survey participants were provided the opportunity to comment on some expansion options if it occurred. Of the 185 responding to the previous question, about 129 took the opportunity and a majority of these were supporters of expansion.

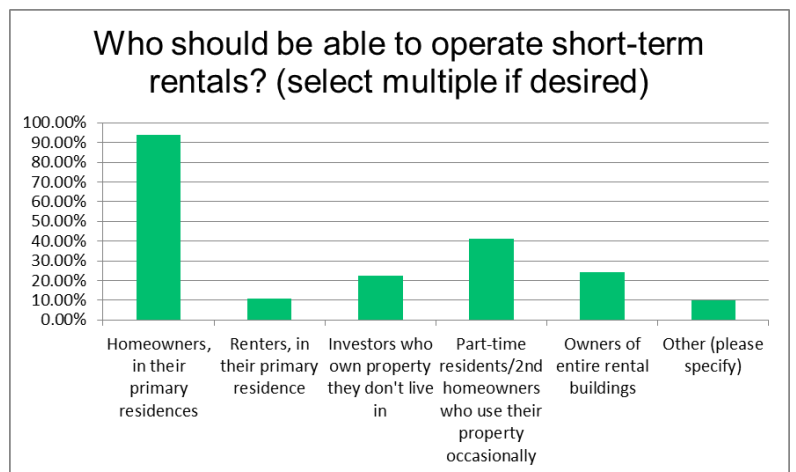
Capping the number of short term rentals

Respondents’ feelings on capping short term rentals were split. When the ‘other’ responses were allocated to the appropriate policy option ‘No Cap’ garnered 50% of the support, followed by ‘Some Cap Level’ (combined ‘cap’ types) at 50%.



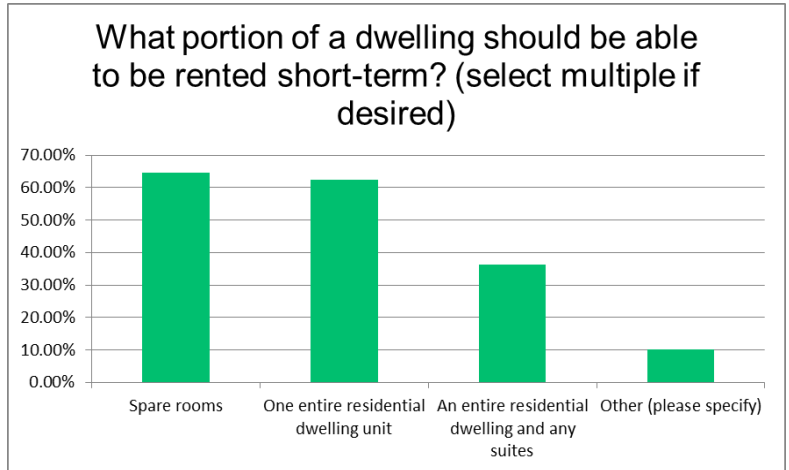
On who should be able to rent short term

In general, there was more support for property owners to be able to rent units on a short term basis than for renters to rent their unit on a short term basis. Homeowners living in their primary residence received the most support at 94%, with renters receiving very little support at 10%. Other ownership groups fell somewhere between these two results.



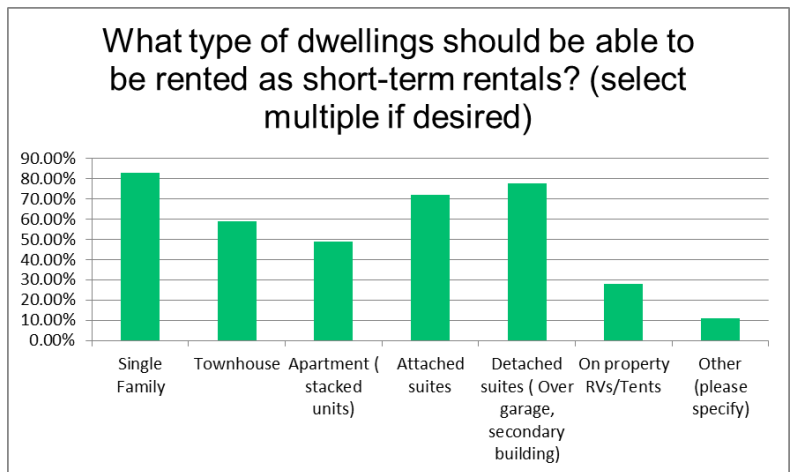
On what portion of the unit should be able to be rented

About equal support was provided for renting out ‘Spare Rooms’ (65%) and ‘One Entire Residential Unit’ (63%), and respondents expressed much less support for renting out an ‘Entire Residential Unit and Attached or Detached Suites’ (36%). The ‘other’ category representing 10% of the responses was split between allowing ‘No Rentals’ and variations on the above categories.



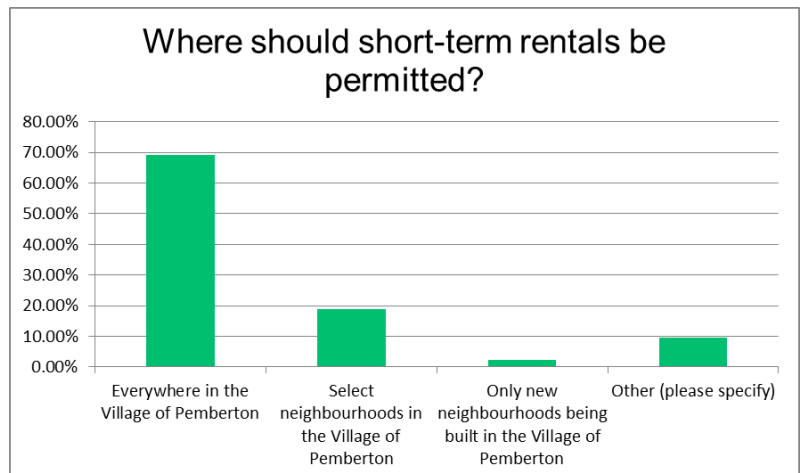
On the type of dwelling

In general there was more support for rentals in permanent dwellings with detached units and larger housing types such as townhouses, than apartments and detached mobile/tent dwellings. Single family homes and detached suites garnered the most support with 83% and 77% respectively. Attached suites were supported by 70%. ‘Other’ responses (10%) were mostly not supportive of any type of short term rentals.



On the location in Pemberton

Most respondents (70%) feel that short term rentals should be allowed ‘everywhere in the Village of Pemberton’. ‘Other’ comments include suggestions that they should be spread out, set on larger properties, or planned specifically by each neighbourhood.



FINAL COMMENTS

Survey participants were provided the opportunity to provide some final comments and 78 took up this opportunity. The very thoughtful comments reiterated and summarized points made earlier in the survey.

The following categories summarize the final comments:

- Regulate, tax, license, level playing field, parking etc. x 38
- Negative impact on long-term rental pool x 25
- Pro Short Term Rental (some primary homeowner only, should have the freedom) x 19
- Against Short Term Rental in general x 12
- Good for the economy tourism x 6
- Other: balance, limits, act soon, where zoned, unfair, and unsafe

"I know a lot of people in Pemberton require extra income to make life easier. Heating is extremely expensive and so is food. Meeting and entertaining tourists in Pemberton is also a great idea and brings money to our restaurants and businesses. All of my guests have had dinner at either Mile One or the Pony and have rented Snow Shoes and Bikes."

Survey Respondent

ADVISORY LAND USE COMMITTEE MINUTES

Minutes for the Advisory Land Use Commission of the Village of Pemberton held April 26, 2018 at 5:45 pm at 7400 Prospect Street.

IN ATTENDANCE:

Bob Adams
Sarah Allan
Amica Antonelli
Kirsten McLeod
Richard Nott
Heather Rogers

STAFF IN ATTENDANCE:

Lisa Pedrini, Senior Planner (minutes)
Tim Harris, Manager of Operations & Development Services
Sheena Fraser, Manager of Corporate & Legislative Services

PUBLIC IN ATTENDANCE:

0

1) CALL TO ORDER

At 5:45 pm Lisa Pedrini, Senior Planner, called the meeting to Order and introductions followed. Ms. Pedrini advised that as this is the first meeting of the year, the Commission must appoint a Chair and Vice-Chair.

2) APPOINTMENT OF CHAIR AND CO-CHAIR

Moved/Seconded
THAT Amica Antonelli be appointed Chair.
CARRIED

Moved/Seconded
THAT Kirsten McLeod be appointed Vice-Chair.
CARRIED

3) REVIEW OF VILLAGE POLICIES

Sheena Fraser, Manager of Corporate & Legislative Services, advised that going forward all Village volunteers, committee and commission members are required to review the Village's Code of Conduct, Bullying, Harassment and Discrimination Policy and Social Media Policy and confirm in writing that the member has read and understood the policies.

Commission members were asked to review the Policies and sign and return the Acknowledgement Form at their convenience.

3) MINUTES

Moved/Seconded

THAT the minutes of the Advisory Land Use Commission meeting, held October 10, 2017, be approved as presented.

CARRIED

Moved/Seconded

THAT in the event that an Advisory Land Use Commission meeting may not be held for some time, the minutes of the meeting may be approved by electronic means when the attending members all respond in favor of the minutes as presented.

CARRIED

4) DRAFT ZONING BYLAW REVIEW

Lisa Pedrini, Senior Planner, introduced the draft Zoning Bylaw for review and advised that the public consultation period began on April 17th with an Open House held at the Pemberton Community Centre. An on-line survey will be available until May 11th and stakeholder group meetings are currently taking place. Staff has met with the Chamber of Commerce Executive and the Airport User Group and meetings have been set up with the Industrial Park Owners, in addition to the Advisory Land Use Commission.

The purpose of this meeting is to review the draft bylaw and seek input and recommendations from the Commission.

Pedrini reviewed with the Commission members the Zoning Map and noted the changes being proposed related to new development and proposed text amendments. A review of each zone including the permitted uses, accessory uses and development regulations was undertaken next.

A-1 (Agricultural) Zone:

Discussion took place respecting the importance of preserving farm land and encouraging farming and the need to ensure that the Village's Zoning bylaw reflects this. Pedrini noted that currently the Village's A-1 zone (which corresponds to ALR lands) does not have a minimum parcel size in effect, and Staff has proposed the minimum parcel size in the A-1 Zone to be 2 ha (5 acres) to be consistent with what is currently in place for the SLRD Area C AGR zone. It was acknowledged that the SLRD is also in the process of amending its Area C OCP and Zoning Bylaw, and that the minimum parcel size for the AGR zone is proposed to increase from 2 ha to 20 ha. The Commission discussed the pro's and con's of increasing or maintaining the minimum parcel size and it was agreed by a majority of members that 2 ha was advisable. Village Staff is closely monitoring the progress of the Area C Zoning Bylaw review with the intent to ensure the two zones are consistent in the near future.

Minimum Parcel/Lot Size

Moved/Seconded

THAT the Advisory Land Use Commission recommend to Council that the Village of Pemberton revisit the topic of minimum lot size for A-1 zone in the near future.

CARRIED

One Member Opposed

Discussion also took place respecting the following permitted uses in the A-1 Zone:

- Addition of Secondary Home for Farm Help if over 4 ha – generally supported as long as this was in alignment with the ALC/SLRD
- Temporary Farm Worker Housing - generally supported as long as this was in alignment with the ALC/SLRD
- Cannabis, medical production facility – Staff will confer with the ALC with respect to regulations
- Maximum height of principal building – to be changed to Single Detached Dwelling
- Resource Extraction – Staff will confirm this use

RR-1 (Rural) Zone:

Pedrini advised that this will be a new zone for the Village to be used to zone the upper portion of the Hillside, lands which are currently zoned RR1 Rural 1 under the Area C Zoning Bylaw No. 765, 2002.

R (Residential) Zones:

Pedrini provided an overview of the different R-Zones noting that RA-1 and RA-2 are specific to The Ridge and Sunstone and therefore have not been incorporated into the proposed R-1, R-2 and R-3 zones. R-1 would replace RS-1 (Residential 1) with the exception of only allowing single family detached dwellings (no duplexes) with a minimum parcel size of 700 m². R-2 will replace RS-2 – Residential Small Lot. R-3 will be a new zone to allow single family detached and duplexes on properties, with a minimum parcel size of 1050 m².

Pedrini explained to the Commission the proposed strategy for new regulations to permit short term vacation rentals (nightly rentals advertised on sites like Airbnb or VRBO) in certain R Zones. Discussion took place respecting carriage houses, and the need to clarify section 7.22 (a) (vii) that the use may be in the principal dwelling or the suite but not both. The Commission supported the concept of a good neighbour agreement but discussed concerns that the maximum number of guests 8 – 2 per bedroom may be too many, and that the high cost of the infraction deposit may negatively affect compliance.

Short Term Vacation Rentals

Moved/Seconded

THAT Advisory Land Use Commission recommends to Council that the proposed regulations for Short Term Vacation Rentals be supported.

CARRIED

Proposed Infraction Deposit:

Moved/Seconded

THAT the Advisory Land Use Commission recommend to Council that consideration be given to reducing the infraction deposit from \$2,500 to \$1,000.

CARRIED

C (Commercial) Zones:

Pedrini explained some of the proposed changes in the C Zones. It was noted that two (2) of the four (4) site specific uses in the C-1 (Town Centre) Commercial Zone: Automotive Repair Shop and Equipment Servicing, Rental and Repair Shop will no longer be listed as permitted. The rationale isto change the status of these semi-industrial uses to legal non-conforming in

hopes that this may encourage them to move out of the Town Centre and make room for more pedestrian-oriented commercial (retail or office uses) that rely on the day to day public. These two (2) uses involve mechanical repair and associated outside storage and noise that is not conducive to a vibrant, walkable downtown where people want to both work and live. The other two (2) site specific permitted uses – Glass and Mirror Repair Shop and Gasoline Service Station, would be permitted to remain.

Automotive Repair Shop and Equipment Servicing, Rental and Repair Shop

Moved/Seconded

THAT the Advisory Land Use Commission recommends to Council that the Automotive Repair Shop and Equipment Servicing, Rental and Repair Shop uses be removed as a permitted use from the C-1 Zone.

CARRIED

Staff advised the Commission that they received input on behalf of many downtown businesses requesting that Drive-In Restaurants be removed as a permitted use in all applicable Commercial zones. Council had initiated a similar zoning amendment in 2015 but did not proceed based on opposition from landowners heard at the public hearing coupled with a lack of support from local business owners.

Staff are proposing to remove Drive-In Restaurant from the C-3 (Portage Road) Commercial Zone, given the unsuitability of this location for this use and limited vacant property with this zone. In terms of the C-1 (Tourist Commercial) zone, Staff intend to allow the existing drive through to remain on a site specific basis, but remove the Drive-In Restaurant use to restrict any further development of this type (without rezoning). As far as the C-5 (Neighbourhood Pub) Commercial Zone, this zone only applies to one property and it is SStaff's position is to leave this use intact given that the property was rezoned in 2014 at the expense of the property owner to add Drive-In Restaurant to the list of uses permitted in the C-5 zone.

Drive-In Restaurants:

Moved/Seconded

THAT the Advisory Land Use Commission recommend to Council that Drive-In Restaurant be removed as a permitted use from the C-3 Zone;

AND THAT no more than one Drive-In Restaurant be permitted in the C-2 Zone.

CARRIED

THAT Drive-In Restaurant be removed as a permitted use from the C-5 Zone.

CARRIED

One Member Opposed

The Commission members agreed that there was more review to be completed on the Draft Zoning Bylaw and supported the need for a follow up meeting.

5) NEW BUSINESS

There was no new business for consideration.

6) NEXT MEETING

The next meeting is scheduled for Thursday, May 3rd at 5:30 pm.

7) ADJOURNMENT

At 8:25 p.m. the meeting was adjourned.

Amica Antonelli
Chair

ADVISORY LAND USE COMMITTEE MINUTES

Minutes for the Advisory Land Use Commission of the Village of Pemberton held Thursday, May 3, 2018 at 5:305 pm at 7400 Prospect Street.

IN ATTENDANCE:

Amica Antonelli - Chair
 Bob Adams
 Kirsten McLeod
 Richard Nott
 Heather Rogers

REGRETS:

Sarah Allan

STAFF IN ATTENDANCE:

Lisa Pedrini, Senior Planner (minutes)
 Sheena Fraser, Manager of Corporate & Legislative Services
 Cameron Chalmers, Cameron Chalmers Consulting

PUBLIC IN ATTENDANCE:

0

1) CALL TO ORDER

At 5:37 pm the meeting was called to order.

3) APPROVAL OF THE AGENDA

Moved/Seconded
THAT the agenda be approved as presented.
CARRIED

2) MINUTES

Moved/Seconded
THAT the minutes of the Advisory Land Use Commission meeting, held April 25, 2018, be amended as follows:

- Minimum Parcel/Lot Size Resolution – amend to reflect one member opposed.
- Drive-In Restaurants – the resolution be separated and reflect that all members were in favour of the first two clauses with one member opposed to the third clause

3) **DRAFT ZONING BYLAW REVIEW**

The Commission continued its review of the Draft Zoning Bylaw beginning with the proposed new C-6 Neighbourhood Commercial Zone.

Discussion took place respecting the following:

- size of retail allowed
- concern that the commercial spaces will grow such as has happened at Rainbow in Whistler
- locations for C-6 zone
- consideration of development plans for the Mount Currie area
- Is there a need to establish this zone now?
- Appropriateness of small commercial zones in residential neighbourhood areas

Moved/Seconded

THAT the Advisory Land Use Commission (ALUC) recommends to Council that the C-6 Zone be removed from the proposed Zoning Bylaw.

CARRIED

C-2/C-4 Split Zone as shown on Zoning Map:

Discussion took place about the reason for the lands to hold split zoning and if it would be appropriate to amend the zoning to be all C-2. Staff advised that the property owner has plans to rezone and is considering options that would better suit this area. The Commission members indicated that they would like to see something positive happen on the lands especially as it is next to a park.

Moved/Seconded

THAT the ALUC recommend to Council that the split zoning on the Lil'wat lands be removed so that the parcel be zoned C-2 entirely to remove the split zoning and prohibit the development of the back half of the property for service commercial.

CARRIED

M-1 Industrial Park

Cannabis, Medical Production Facility – definition:

Discussion took place respecting the proposed changes to legislation and whether or not it would be appropriate to consider broadening the definition so that it was not specific to medical production.

Moved/Seconded

THAT the ALUC recommend to Council that the definition Cannabis, Medical Production Facility be amended to remove the reference to Medical in order to broaden the use and amend the definition of to state that it can be a facility consistent with Federal legislation.

CARRIED

Beer and Wine Store/Neighbourhood Pub

The Commission considered the addition of these uses to the M-1 Zone and raised concern about the FAR, size of building and the idea of having a pub in an Industrial Park.

Moved/Seconded

THAT neighbourhood pub and accessory beer and wine store use be removed from the M-1 zone.

CARRIED

One Member Opposed

M-2 – Resource Industrial Zone

The Commission reviewed the allowed uses and raised concern about allowing bulk storage especially a card lock facility. Discussion took place about the need to establish effective buffering along this area to protect the visuals given it is part of the entrance to the community and the minimum lot size raising concern about the potential for subdivision.

Moved/Seconded

THAT the ALUC recommend to Council that screening and landscaping requirements in the M-2 Zone be reviewed and adequate requirements be added to the M-2 zone to ensure that the entrance to town is protected.

CARRIED

A-1 – Agricultural Zone

The ALUC reviewed the A-1 Zone uses and was pleased with what is written in the proposed bylaw. There were no concerns raised.

P-1 – Civic, Institutional and Recreational Zone

The ALUC had no comment respecting this zone.

E-1 – Education Zone

The ALUC had questions respecting Campground Use and that it does not meet the intent of an Education Zone given the other allowable uses which are connected with learning/teaching and education.

Moved/Seconded

THAT the ALUC recommend that campground use in the E-1 zone be removed.

CARRIED

Further discussion ensued regarding the number of different permitted uses within this zone including a Fitness Centre given that a school would house a gymnasium.

Moved/Seconded

THAT the ALUC recommend that fitness centre be removed from the E-1 zone.
CARRIED

Definitions:

A review of the definitions raised comment respecting the definition of Campground and whether or not long term rental would be permitted. Staff advised that the definition is in keeping with industry standard language.

Measurements & Calculations:

Staff reviewed the new layout and updates to this section noting that work has been done to provide clarity to the language so it is easy to understand and interpret. The ALUC had not comments.

Part 7 – Additional Zoning Regulations for Certain Uses

The ALUC reviewed Part 7 and provided comment and feedback on the following:

Backyard Hen Keeping – clarity respecting zone in which Hen Keeping is allowed and whether the lot size established will be sufficient.

ACTION: Staff to clarify the minimum lot size allowed for Hen Keeping.

Compost Bins – concern was raised regarding the smell being a bear attractant and the ALUC indicated interest is seeing some language related to control of smell. Staff noted that this would be better addressed through an Unsightly Premises bylaw

ACTION: Staff to investigate guidelines and regulations related to composting

Home Occupation – Staff noted that the proposed bylaw increases the Floor Area Ratio for home occupation in the A-1 Zone from 50m² to 100m² to align with the SLRD Area C Zoning regulations.

ACTION: Staff to amend proposed bylaw

Temporary Buildings or Structure during construction – it was noted that the language between section A and section B was confusing.

ACTION: Staff to review regulations with an aim to better clarify the length of time temporary buildings may be used for living purposes.

ACTION: Staff to revisit and consider lowering the minimum lot size and look at incorporating this matter into the Building Bylaw.

Parking and Loading Requirements:

Disability parking requirements – there was some confusion about the table and how it would be interpreted.

ACTION: Staff to review section 8.1 (k) in relation to the Table and cross reference with section 8.9 to provide clarity

Residential Parking:

Moved/Seconded

THAT the ALUC advise Council that it is supportive the proposed residential parking requirements.

CARRIED

Restaurant Parking:

Staff advised that the Restaurant Parking is currently set at 1 stall per 3 spaces and that the Village is reviewing a Variance to this requirement. Through this process Staff determined it would be appropriate to adjust the parking requirements for restaurant use.

Moved/Seconded

THAT the ALUC advise Council that it is supportive of the proposed change from 1 space for 3 seats to 1 space for 4 seats for restaurant use.

CARRIED

Cash in Lieu of Parking:

Discussion took place respecting how cash in lieu was applied and consideration of establishing different rates depending on where the cash in lieu is being considered with an aim to encourage developers to consider this option.

Moved/Seconded

THAT the ALUC recommend to Council that the fee structure for cash in lieu in parking be reviewed with an aim to optimize parking opportunities within the village;

AND THAT consideration be given to developing a zone approach to cash in lieu contributions.

CARRIED

Tandem Parking:

Clarification was sought regarding the allowance of tandem parking in the R-1 Zone. Staff noted that this was an error that it would only be allowed in the R-2 Zone.

ACTION: Staff to adjust in the draft bylaw.

Carriage House Regulation:

The ALUC requested clarification as to why this type of use was only applied to The Ridge and Sunstone and raised concerns about the loss of privacy with a suite being permitted in the upper floor of the home.

ACTION: Staff to review the definition and clarify wording.

The ALUC thanked staff for the opportunity to review the draft bylaw in such depth. Staff thanked the Commission members for their review and assistance in providing feedback and input on the draft bylaw.

4) NEW BUSINESS

There was no new business for consideration.

5) NEXT MEETING

The next meeting will be called as needed.

6) ADJOURNMENT

At 8:44 p.m. the meeting was adjourned.

Amica Antonelli
Chair


Agricultural Land Commission

201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

May 11, 2018

Reply to the attention of Kamelli Mark
 ALC Planning Review: 46640
 Local Government File: Discussion Draft #1

Village of Pemberton

DELIVERED BY ELECTRONIC MAIL
Re: Village of Pemberton Zoning Bylaw – Draft #1 For Discussion Purposes

Thank you for forwarding a draft copy of the Village of Pemberton's Zoning Bylaw (the "Bylaw") for review and comment by the Agricultural Land Commission (ALC) prior to First Reading. The following comments are provided to help ensure that the Bylaw is consistent with the purposes of the *Agricultural Land Commission Act* (ALCA) and the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* (the "Regulation"), and any decisions of the ALC.

Part 3: Definitions

- **Agriculture:**
 - x. Winery and Cideries: as currently drafted the definition does not include all alcohol production facilities allowed under the Regulation. The ALC requests that this section be changed from "Winery and Cideries" to "Alcohol Production Facilities (breweries, cideries, distilleries, meaderies, wineries)"
- **Agri-tourism Activity:**
 - The ALC suggests that this definition be reworded to include specific references to the Regulation and the wording therein as follows:
 - *Means the use of land that is classified as a farm under the Assessment Act for tourism related activities **on the farm**, such as **agricultural** displays, **farming** demonstrations, and **agricultural** exhibits subject to the regulations of section XXX of this Bylaw and **to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.**"*

- **Agri-tourism Accommodation:**
 - As currently drafted, this definition permits “farm inns” which are not permitted by the ALCA and Regulation and which would require an ALC non-farm use application. The ALC requests that this definition be reworded as follows:

Means the provision of tourism accommodation, on a property classified as farm under the BC Assessment Act, up to a maximum of ten (10) sleeping units. Typical uses include, but are not limited to, farm inns, seasonal farm cabins, campsites/recreational vehicle sites, and are subject to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.
- **Agricultural land Commission (ALC):**
 - The ALC requests that “land” be capitalized to “Land”.
- **Agricultural land Reserve (ALR):**
 - The ALC requests that “land” be capitalized to “Land”.
- **Farm Residence:**
 - The ALC requests that “agricultural land reserve” be capitalized to “Agricultural Land Reserve”.
- **Farm Residential Facilities, Accessory:**
 - The ALC requests clarification as to what is contemplated by the “additional farm residence on a farm”. The Bylaw’s current definition of “Farm Residence” refers to a principal detached dwelling that accommodates one dwelling unit. As currently worded, it is unclear whether the “Farm Residential Facilities, Accessory” may be intended to allow multiple principal detached dwellings which would be contrary to the ALCA and Regulation.
 - vii. The ALC requests clarification as to what is meant by “residential-related recreation areas limited to outdoor non-motorized and/or non-mechanized recreational activities”. As currently drafted it is unclear whether this definition would inadvertently permit non-farm uses in contravention of s. 18(a) of the ALCA.
- **Greenhouse:**
 - The ALC requests that this definition be reworded to include agriculture in addition to horticulture.

- **Livestock:**
 - The ALC suggests that the Village of Pemberton review this definition with Ministry of Agriculture staff to ensure accuracy. For example, to the ALC's knowledge, the Ministry does not consider donkeys to be livestock. The omission of bees from the Bylaw should also be addressed.
- **Micro-Brewery, Winery and Distillery:**
 - The ALC requests clarification as to the rationale behind including a separate definition for Micro-Breweries, Wineries, and Distilleries that does not align with the Regulation or with the Bylaw's definition of "Agriculture".
 - The ALC recognizes that this Use is allowed in zones outside of the ALR; however, it is concerned that the definition as worded will create confusion for Bylaw readers and may inadvertently result in the Village of Pemberton permitting non-farm uses in contravention of s. 18(a) of the ALCA.
- **Nursery:**
 - As currently drafted, this definition allows uses which are not permitted by the ALCA or Regulation. Although the ALC recognizes that this Use is allowed in zones outside of the ALR, it has also been explicitly included in the Bylaw's definition of "Agriculture". In order to rectify this the ALC suggests the following two options:

Option 1: rewording the definition of "Nursery" as follows:

*"means the use of land, buildings, or structures for the purpose of growing and propagating plants, and includes retail nurseries, wholesale nurseries, private nurseries which supply the needs of institutions or private states, and the sale of gardening retail items are permitted. **Nurseries in the ALR are subject to the Agricultural Land Commission Act and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.**"*

Option 2: rewording the definition of "Agriculture" to specify that all Agricultural use in the ALR is subject to the ALCA and Regulation.
- **Riding Academy:**
 - Given that "Riding Academy" is identified as a permitted use in the A-1 zone, the ALC requests that the definition be reworded to specify that this use is subject to the ALCA and Regulation when occurring on an ALR parcel, OR, that the definition be reworded to limit the size of the stables to no more than 40 permanent stalls as per s. 2(2)(h) of the Regulation.

6.3 Uses Permitted in All Zones:

- As currently worded, this section suggests that ALC approval is not required for any of the items on the list with the exception of trails; however, there are multiple uses listed that either would always or may sometimes require ALC approval if proposed in the ALR, including but not limited to: highway, utility services, temporary buildings, government services, filming, and places of worship.

In order to prevent a contravention to s. 18(a) of the ALCA, the ALC requests that this section be reworded to include the following disclaimer:

All uses in the ALR are subject to the Agricultural Land Commission Act and Agricultural Land Reserve Use, Subdivision and Procedure Regulation.

7.1 Accessory Buildings or Structures and Uses:

- (a)iii – As currently drafted, the required lot line setbacks for agriculture uses are not consistent with the Ministry of Agriculture’s Bylaw Standards for Greenhouses. As per the Ministry of Agriculture’s Bylaw Standards, a maximum interior side setback and rear setback of 4.5 m is specified, which is less than the 7.5 m proposed in the Bylaw and the ALC suggests that additional consultation with the Ministry of Agriculture be considered.

7.3 Agricultural Uses Permitted and Prohibited in the Agriculture Zone

The ALC requests clarification as to this section of the Bylaw. As currently worded it is somewhat unclear as to the intention of each subsection and how these subsections interact with the Bylaw Definitions and the other sections of the Bylaw pertaining to the Agriculture Zone. As the other sections do not cross-reference section 7.3, a Bylaw reader may not be aware that this section exists when trying to determine whether or not their proposed operations are compliant with the Bylaw and with the ALCA and Regulation.

7.4 Agri-tourism

- (d) The ALC suggests that the wording of this section be revised as follows:

“Agri-tourism **includes may include** the following tourism related activities **on a farm.**”

- (d)(viii) The ALC suggests that this section be reworded to be consistent with *ALC Policy L-04 – Activities Designated as Farm use: Agri-tourism Activities in the Agricultural Land Reserve*, as follows:

“accessory services or sales”

“temporary services ancillary to the agri-tourism activities that support or enhance the activity such as portable washrooms, ticket booths, and eating areas”

- (e) The ALC suggests that this section either list all other activities explicitly defined as not considered agri-tourism events in *ALC Policy L-04 – Activities Designated as Farm use: Agri-tourism Activities in the Agricultural Land Reserve* (rodeos, helicopter tours, permanent food service facilities, permanent mazes, non-domestic animal petting zoos, etc.) or that this section include a disclaimer to ensure consistency with *ALC Policy L-04 – Activities Designated as Farm use: Agri-tourism Activities in the Agricultural Land Reserve*, as follows:

vi. All other activities not considered agri-tourism uses by the Agricultural Land Commission.

7.5 Agricultural Gathering for an Event

- (a) The ALC suggests that this section be reworded from “On land **designated as farm under the Assessment Act, event gatherings gathering for an event are is** subject to...”
- (a)(v) The ALC notes that this section contains a typo: “yet” instead of “year”
- The ALC also suggests that this section include a disclaimer that Gathering for an Event is subject to the ALCA and Regulation to ensure further clarity.

7.12 Farm Stands

- (a)(i) As currently drafted, this subsection implies that farm stands located in the LAR may not sell food products grown and produced on the property. The ALC finds this problematic; please clarify whether this was the intention.
- (a)(iii) The ALC requests that this subsection be reworded to clarify that farm stands in the ALR must comply with the Regulation as it pertains to farm retail sales (reference *ALC Policy L-02 – Activities Designated as Farm Use: Farm Retail Sales in the ALR*)

7.14 Food Truck

The ALC is concerned that this section may give the impression that an unlimited number of food trucks are permitted in the A-1 zone. Although a food truck may be permitted in some cases (for example, in conjunction with Agri-tourism), there may be cases where the use of food trucks on ALR land may require an ALC non-farm use application. In order to clarify this, the ALC suggests that this section include a disclaimer that food trucks in the ALR are subject to the ALCA and Regulation and/or that consultation with the ALC may be required.

7.19 Screening

- (d) The ALC suggests that consultation with the Ministry of Agriculture be undertaken in order to ensure that this subsection is consistent with the Ministry of Agriculture's *Guide to Edge Planning: Promoting Compatibility Along Urban – Agricultural Edges*.

7.23 Subdivision to Provide a Residence for a Relative

The ALC suggests that this section be qualified to state that subdivision within the ALR is subject to the ALCA and Regulation.

7.26 Temporary Buildings or Structures During Construction

- (a) The ALC requests clarification s to what is meant by a “temporary building or structure” as the placement of these may require an ALC non-farm use application.

7.27 Temporary Use of an Existing Detached Dwelling Unit During Construction

- (a)(iii) The ALC requests that this subsection be amended to ensure compliance with *ALC Policy L-10: Building New Residence While Occupying Existing Residence*. ALC Policy L-10 states that the agreement between the landowner and the building authority must specify that the initial dwelling shall be removed or decommissioned within 6 months of the occupancy permit for the new dwelling being issued (including a temporary occupancy permit) and that the covenant shall include the stipulations outlined in the Policy.

9.2 Agricultural Zones

- The ALC request clarification as to the differences between indicating “yes” in the table versus “A-1” (see Accessory Uses), as well as clarification as to why there is a duplication of uses under “Agriculture A-1” and “Accessory Uses A-1” (see Secondary Suite, Bed and Breakfast, and Home Occupation).
- The ALC finds that the minimum lot size of 2 ha identified in the Development Regulations for the A-1 zone is smaller than is preferable and notes that the ALC would prefer to see a larger minimum lot size for ALR lands. Small parcel sizes may limit the range of agricultural uses and the Ministry of Agriculture's *Guide for Bylaw Development in Farming Areas* recommends that local governments establish the largest possible lot size for land in the ALR in order to provide for a wider range of farming opportunities and to discourage expectations for subdivision in the future.
- Regarding minimum setbacks, the ALC suggests that consultation with the Ministry of Agriculture be undertaken in order to ensure consistency with the Ministry's *Guide for Bylaw Development in Farming Areas* and to ensure that the minimum setbacks established in the Bylaw are not overly restrictive to agricultural uses (see previous comments regarding Greenhouses).

- The ALC notes that no maximum height is specified for Accessory Buildings and requests clarification as to whether this is intentional or an oversight. The ALC supports the Bylaw's exemption of agricultural buildings and structures in the A-1 zone from height restrictions as per s. 4.4(e) of the Bylaw; however, the ALC questions the exemption of residential Accessory Buildings from height restrictions (if that is the intention here).

Mapping

- Given the short turnaround time for comments, the ALC was unable to confirm whether the ALR boundary shown on the *VOP Zoning Map 2018 – Neighbourhoods – v2 – DRAFT* is in accordance with the ALC's records. The ALC is aware that the Bylaw has not yet gone to First Reading and will be re-circulated to the ALC at a later date for revised comments. In the meantime, the ALC requests that the Village of Pemberton forward copies of shape files to the ALC to assist with verifying the boundaries as this will inform our revised comments in future.
- The ALC notes that the ALR boundary shown on the *VOP Zoning Map 2018 – Neighbourhoods – v2 – DRAFT* includes properties zoned A-1, PR-1, AP-1, and E-1:
 - The ALC notes that the designation of ALR lands as A-1 is appropriate.
 - The ALC does not object to the designation of PID 030-164-541 ALR as PR-1 in accordance with ALC Resolution #236/2013 provided all conditions have been met and/or all ongoing conditions continue to be complied with.
 - The ALC has concerns with the designation of Lot E as PR-1 given that the property has been included in the ALR in accordance with Resolution #235/2013. It is the ALC's understanding that the Village of Pemberton is proposing to utilize Lot E for park purposes. The ALC wishes to advise the Village of Pemberton that while the use of ALR land as an open land park is permitted as per s. 3(1)(g) of the Regulation, the PR-1 zone in the Bylaw permits numerous uses that are not permitted in the ALR without submission of a non-farm use application to the ALC. Furthermore, the Village of Pemberton is advised that multi-use trails in the ALR also require an ALC application (they do not fall under the category of "passive recreation").
 - The ALC requests clarification as to the designation of PID 030-329-680 as E-1. The ALC recognizes that Resolution #255/2011 approved an education facility in this location subject to conditions and that the ALC was aware of the proposal to zone the property as E-1 to facilitate that non-farm use. However, a review of currently available aerial imagery appears to show that no education facility was ever developed in accordance with Resolution #255/2011; furthermore, Resolution #255/2011 is now expired. The ALC recognizes that aerial imagery alone is insufficient to make this determination and requests additional information pertaining to this property from the District of Pemberton.

- The ALC notes that PID 018-111-092, PID 023-948-108, and PID 024111619 are designated as PR-1. Although the ALC understands that this may be a result of the previous non-farm use approvals of a golf course and campground on these properties (reference ALC Resolutions #361/90, #641/1990, and #328/2011), the ALC notes that the PR-1 zone allows for many uses that are not permitted under the ALCA and Regulation. The ALC suggests that the District consider rezoning the Property in future to a site-specific zone in order narrow the allowed uses to be consistent with the ALCA, the Regulations, and with the non-farm use allowed by the previous ALC Resolutions. In addition, this would also assist with avoiding a situation whereby the District of Pemberton inadvertently permits a non-farm use in contravention of s. 18 of the ALCA.
- The ALC notes that PID 013-292-021, PID 002-606-780, PID 002-606-801, and PID 028-817-206 are designated as AP-1. The ALC does not object to the AP-1 designation as Resolutions #7438/77 and #1173/84 permitted the non-farm use of the properties for an airport along with associated buildings and ancillary airport services.

General Comments


The ALC advises the District of Pemberton that the ALC has adopted a bylaw related to the placement of fill in the ALR (*Bylaw No. 2 placement of Fill in the Agricultural Land Reserve*) which may affect both farm and non-farm uses in the ALR. Publication of the fill placement bylaw is imminent; please be advised that this may affect our revised comments on the Village of Pemberton's Bylaw upon it's re-circulation following First Reading.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulation, or any decisions of the ALC.

If you have any questions about the above comments, please contact the undersigned at 604-660-7005 or by e-mail (Kamelli.Mark@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Kamelli Mark, Regional Planner

Enclosures:

- Village of Pemberton Zoning Bylaw – Draft #1
- VOP Zoning Map 2018 – Neighbourhoods – v2 – DRAFT



"Supporting Business, Building Community"

March 18, 2017

The Village of Pemberton
Box 100
Pemberton, BC
V0N2L0

Dear Lisa Pedrini and the entire VOP Council.

Re: C-3 zoning and request for permissible nightly rentals.

Over the past few months, the Pemberton + District Chamber has had feedback from community stakeholders and conversations with Tourism Pemberton around the shortage of short term accommodation for visitors and temporary housing for the trades as an example.

Just recently we received a letter from one of our Chamber Members and new owner of the Pemberton Gateway Residence building which ultimately triggered this letter of support to their proposed zoning amendment.

The Pemberton & District Chamber of Commerce supports the preservation of tourist zoned accommodation and is not opposed to a mix-use building "Allowing for residential use, long term rentals or short-term accommodations (operating under a similar Phase 1 Covenant use)". Pemberton does have a shortage of nightly rental units and we support the concentration of these properties within areas such as C-3 as a preference over residential areas. These areas offer close proximity to restaurants and services which is beneficial to our local businesses and these units are needed to support tourism in our community.

The Pemberton & District Chamber of Commerce is dedicated to enhancing the quality of life in our community by actively supporting business, economic growth and diversification. We pride ourselves in serving and promoting the entire area – Pemberton, Mount Currie, Birken, D'Arcy and all of Area C.

Yours truly,

A handwritten signature in blue ink, appearing to read "G. Turner", with a small blue dot at the end of the line.

Graham Turner,
President



"Supporting Business, Building Community"

March 18, 2018

The Village of Pemberton
Box 100
Pemberton, BC
V0N2L0

Dear Lisa Pedrini and the entire VOP Council.

RE: 2018 Draft Zoning & Sign Bylaw

On behalf of the Pemberton & District Chamber of Commerce, please accept this letter in regards to the 2018 Draft Zoning & Sign Bylaw.

After reviewing the 2018 VOP Zoning Draft and the feedback we have received from various PDCC Members the Pemberton & District Chamber of Commerce supports the proposed removal of any further "Drive Through Service" Zoning in C3 and the removal of "Drive Through Service" Zoning in C2.

Further the removal of any further "Drive Through Service" Zoning in C2 & C3, the Pemberton & District Chamber of Commerce board of directors recommends to remove the "Drive Through Service" zoning in C5 which was recently re-zoned to allow Drive Through Service.

With regards to the Town Centre C-1 Zone; i.e. Auto Repair Shop (*Black's Hot Wheels*) and Equipment Servicing, Rental and Repair Shop (*Valley Chainsaw and Recreational, Ltd.*)

The Pemberton & District Chamber of Commerce board of directors were split on this proposed zoning with 3 / Yes, 3 / No and 1 on the fence.

We all agreed that while the Pemberton Chamber fully understands and support the concept of redevelopment and enhancement of the downtown core, but this tact doesn't feel right. To change the status specifically on these two long standing local businesses from a site-specific permitted use to 'lawful non-conforming' will not only hinder them from making any alterations or additions, it may actually de-motivate them from enhancing their business which in turn would improve the aesthetics of the downtown core.

Feedback from the board:

-If the rationale of this approach is to encourage the redevelopment and enhancement of the downtown, should this not apply to AC Gas Station, BC Hydro, TELUS, The Legion, RCMP, the Museum and the Village of Pemberton?

-Could the Village not work with the businesses to possibly provide an incentive to relocate and or improve the current aesthetics of their business? I.e. Relocation support, tax relief and or financial incentives?

-Having these types of business in the downtown core of a small community when kept clean and professional is not necessarily a bad thing. Pemberton is a unique farming town among other things and we feel unique zoning & bylaws should reflect this.

The Pemberton & District Chamber of Commerce is dedicated to enhancing the quality of life in our community by actively supporting business, economic growth and diversification. We pride ourselves in serving and promoting the entire area – Pemberton, Mount Currie, Birken, D'Arcy and all of Area C.

Yours truly,

Graham Turner,
President



May 23, 2018,

Mayor Mike Richman & Council , Village of Pemberton,
Box 100,
Pemberton, B.C., V0N 2L0

Dear Mayor & Council :

Tourism Pemberton supports the following statement as raised by Pemberton & District Chamber of Commerce :

"The Chamber supports the preservation of tourist zoned accommodation and is not opposed to a mix-use building "Allowing for residential use, long term rentals or short-term accommodations (operating under a similar Phase 1 Covenant use)". Pemberton does have a shortage of nightly rental units and we support the concentration of these properties within areas such as C-3 as a preference over residential areas. These areas offer close proximity to restaurants and services which is beneficial to our local businesses and these units are needed to support tourism in our community."

Yours truly,

A handwritten signature in black ink, appearing to read "Mark Mendonca".

Mark Mendonca,
President,

Adventure Begins Here

Box 602, Pemberton, B.C., V0N 2L0



May 23, 2018,

Mayor Mike Richman & Council ,
Village of Pemberton,
Box 100, Pemberton, B.C., V0N 2L0

Dear Mayor & Council :

Rezoning Drive Thrus

The Tourism Pemberton Board of Directors is in full support of rezoning C2, C3 removing Drive Thrus. We also support the reversal of the decision to allow drive thrus in C5.

Tourism is an economic driver in our community that generates millions of dollars. As many municipalities can attest, drive thrus create environmental challenges with idling vehicles. At a time when we are committed to redeveloping our downtown core, allowing drive thrus would create the grab and go attitude. As an example we believe a high percentage of the 164,000 visitors to Joffre Lakes that now come into town as evidenced by many retailers would diminish and have a significant negative impact on the tourism dollars spent.

Yours truly

A handwritten signature in black ink, appearing to read "Mark Mendonca".

Mark Mendonca, President

Adventure Begins Here

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BY EMAIL:

Attention Mayor & Council
Village of Pemberton

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Dear Mayor and Council

Re: C-3 zoning and request for permissible nightly rentals in the Pemberton Gateway building.

On October 6, 2018 I bought the Pemberton Gateway building and set out to turn the building around and make a positive impact in the community. In December 2017 it came to light that the way I, my lawyer and my realtor had interpreted the zoning bylaws was in fact different than the Village. As a result, my plan to provide a progressive flexible housing option responsive to the local market ground to a halt. Consequently, I chose to offer the condos for sale to residents in compliance with the Villages priority of making more room for permanent residents.

This has caused me to hold the property much longer than anticipated in which I've gleaned insight to how the building has filled a gap in accommodations within the community.

After writing a distressed plea letter for help, I was granted a transitional period allowing me to operate the unsold inventory for nightly rentals to pay the bills. I now would like to campaign for this specific building to continue in its current form as one that will provide both long term affordable accommodations while being responsive to changes in local transitional demand.

I believe that allowing us to be able to self govern and operate in a matter without restrictions will serve the community in 2 ways:

- 1) Provided more housing for residents in alignment with the VoP's general community vision;
- 2) Support your economy by hosting tourists and housing your trade workforce.

While the lodge is nice, it is high priced. While the Pemberton hotel is very affordable, it is motel quality. There is nothing in between and this is where we fit in.

We are a priority choice for many labourers, government workers and extended stay family members. These people are patrons to many local businesses and return every year.

On May 1st I sat down personally with Lisa Pedrini, Sheena Fraser and Cameron Chalmers to discuss my opinions and requests. I was told that the Council's position on short term rentals is very inflexible, that Pemberton is not a resort community and that Council is not supporting *short-term rentals outside of the residential neighbourhoods while being Primary residences.*

I suggest there is a better way.

If the Pemberton Gateway is no longer operating any short-term rentals, 22 suites are effectively eliminated from the community's accommodation pool. That's going to increase prices for both the lodge and the hotel. It will create a duopoly resulting in accommodations that are less affordable; the very thing you wish not to do.

It is also very likely that due to demand, there will be more unauthorized short-term rentals popping up in undesignated neighbourhoods. As long as there is a demand for it, people will try and capitalize.

I am suggesting that we designated this building to allow it because it has always been operated that way, we have the right location for it, and we have the management experience to be able to enforce it.

It was asked of me if the current owners who bought into the building had notice that the building was operated this way and the answer is yes. I will point out section 2.1 and 2.2 in the disclosure statement where it describes this as well as Paragraph 7.2 in our purchase and sale contracts, in which every single owner has signed.

I am asking for the ability to offer nightly rentals in this building specifically, as well as the ability to own and live in it permanently full time. This is a way to open more homes to local residents while still maintaining the inventory for short term stays. Many buildings in Whistler have accomplished this successfully, (PHASE 1 restrictive covenant) and I believe we can effectively operate and co-live harmoniously. The management and enforceability would be restrictive to the Strata and not fall on your workloads.

I have recently become a Chamber of Commerce Member and I have spoken passionately about this cause and been met with support advocating in this direction. I expect to involve the Chamber to be my voice and the voice of many others. For as many people that may not want to see this happen there are just as many that do. People want to live in the community. People also want to invest in the community, but sadly the long-term rents to cut it. The ability to rent out nightly is the bridge to making it affordable.

I also heard a comment that what the council does not want to see is a long-distance owner, say a Vancouverite, renting it out from afar. The feeling around this is that there is disbelief in the ability of a distant owner being a *good neighbour*.

Well, I **am** that Vancouverite that is managing 22 properties (now 15) from a distance.

I ask you this Mayor and Council, have I caused the Village any problems?

Have you received noise complaints from any of my guests/owners?

I have a record and contact information for every single guest and owner in the building and everyone has mine. I also run the building as a community having hosted new Owners for a social gathering and keeping everyone informed of events.

I have made personal monetary capital improvements around the building for the simple fact of elevating its presence without knowing if I will earn those dollars back. This includes new hallway carpet and freshly painted walls. I have also removed 60 tons of garbage and junk that Myson had stored in the burrows of the building for 8 years, plumbed the entire building for in-suite laundry (which was a

massive undertaking having to cut holes in every single suites ceiling including coring the concrete of the commercial 1st floor to bring this option to owners) and done so on my own merit and cash. This endeavour has cost me near, but it is something I believe in for betterment of everyone's investment. I have paid for and cleaned up the parkade that quite literally likely has never been done (ever) and painting numbers on the stalls for ownership allocation. These improvements have costs me near \$80,000 all been done with my own cash out of the intention to make a small positive impact and leave the Pemberton Gateway better than it was before.

Myson Effa & Ela are no longer employed with me and I have replaced the cleaning crew, hired the Strata management co, am the Strata President and operating the remaining unsold inventory as short-term rentals single headedly. I also have a family and two daughters 6 & 8 years old.

So? Am I a bad neighbour? Is that *Vancouverite* having a rental investment going to be a bad landlord?

No. *That* person is going to be a poor neighbour based on who *they* are whether they live in the property or control it remotely.

My ask is that you grant us the ability to facilitate short-term rentals in the Pemberton Gateway Residences.

In Summary

"Notwithstanding" request

The Purpose

To modify and modernize the current zoning proposal to be in line with the needs and benefits of the community and to provide a dual-purpose solution to the economic situation.

The Needs

Affordable residential housing

Short-term accommodations to support the economy (i.e Housing trade workers, wedding guests, government workers, temporary staff housing, ski professionals, etc...)

The Problem

The current zoning only allows for one or the other and by doing so, it suffocates a lifeline on each end.

If it's all *Residential*, Pemberton loses 22 suites that it consistently relies upon.

If it's all *Hotel*, it voids the opportunity for young individuals and families to establish roots here contributing to overall growth and sustainability of the community.

Proposed Solution

Allowing for residential use, long term rentals or short-term accommodations (operating under a similar Phase 1 Covenant use)

Definition: Phase 1 rental pool covenants are less restrictive than Phase 2 rental pool covenants. Phase 1 covenants are intended to maximize occupancy of properties for use by owners and visitors. When not in owner use, the covenants generally require the accommodation units be made available to the public through a rental pool. For properties where the covenant does not specify a single, integrated rental pool, RMOW Council policy supports multiple rental booking and unit management arrangements within a property, including the self-management rental of units by owners

This building is the perfect pilot project as it's previous use and location offers a blended solution.

Market Research

There is a demand for both uses in this building? I sold units each way.

I sold 4 units immediately to local buyers under the *hotel* model before having to collapse them and redirect. I have now 4 contracts in place under the *residential* model.

It's obvious why the residential Buyers likes this property, but Buyers also liked the hotel model because it provided built-in housing for family members and staff housing while being able to rent it out when not in use. It was the perfect way to buy a piece of affordable real estate for their own use, have 100% control over it, renovate and improve quality as they see fit while also being able to pay the bills.

There is no currently no product available to do this. People want to invest and plan for their futures. They are going to do it anyways and this is an opportunity to keep their money in Pemberton.

The Negative Effects

Losing 22 short term accommodations may:

Cause rates to increase as supply decreases.

Reduced Tourism resulting in less clients for local businesses (ie: the wedding and food industry, and other service providers).

No place for trades to stay. The Gateway houses many trades that work on roads and build houses in the surrounding area. If there is no accommodates they cannot work.

Push more short-term accommodations into residential neighbourhoods.

Goal

Accommodate both needs through a flexible use bylaw.

This would allow The Gateway to serve multi-purposes and therefore sell to Owner-Occupiers and local Investors alike.



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June 8, 2018

Mayor and Council
 & Lisa Pedrini, Senior Planner
 Village of Pemberton
Delivered via Email: lpedrini@pemberton.ca

Dear Mayor, Council Members and Ms. Pedrini, Senior Planner

Re: The proposed removal of Drive – Through restaurants in the C-2 (Tourist Commercial) zone

We are the owners of 1443 Vine Road, Pemberton, a large vacant parcel of land located behind the Husky and McDonald's outlets. We purchased this property in September 2011 with the intention of developing the property for commercial uses allowed under the C-2 zoning to meet the growing needs of local residents and travelling public, and to contribute to the economic and social prosperity of the community.

In August 2017 we met with the Village of Pemberton staff to review our proposed mixed use development for the property which includes a Tim Hortons drive-thru restaurant. Please see attached site plan. Since then we have completed the geotechnical investigation of the property and have further refined our site plan. In all our discussions with the Village staff over the years there has been support for a drive-thru restaurant on our property.

We are opposed to the proposed removal of Drive-Through restaurants in the C-2 zone. We believe this is a short sighted proposal which will limit services to all the people living in the Village and the surrounding region including tourists and travelers. The proposal is discriminatory against properties like ours which currently allows for drive-thru restaurants. Should the proposed removal go ahead then one existing drive-thru restaurant in the Village will be given an exclusive and only drive-through business in this growing region.

Our proposed development is near completion for submission for a development (and rezoning for the residential portion) permit. We are requesting that at the very least our property be exempted from the proposed removal of Drive-thru use allowing us to proceed with our development.

We trust you will take our concerns and our opposition to the proposed removal into consideration before making a decision.

Sincerely



Rita J. Dhahan

Ron Parmar

ZONING BYLAW

VILLAGE OF PEMBERTON

BYLAW No. 832, 2018



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**VILLAGE OF PEMBERTON
ZONING BYLAW NO 832, 2018**

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**Village of Pemberton
Zoning Bylaw No. 832, 2018**

**A BYLAW TO REGULATE THE ZONING AND *DEVELOPMENT* OF REAL PROPERTY
WITHIN THE VILLAGE OF PEMBERTON**

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

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

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

AND WHEREAS section 523 of the *Local Government Act* authorizes a local government to create runoff control requirements;

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

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

NOW THEREFORE the Municipal Council of the Village of Pemberton in open meeting assembled enacts as follows:

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PART 1: Application

1.1 Title

- (a) This Bylaw may be cited for all purposes as the “Village of Pemberton Zoning Bylaw No. 832, 2018” or “Zoning Bylaw No. 832, 2018”.

1.2 Schedules

- (a) The following schedules are attached to and form a part of this Bylaw:
 - i. Schedule A – Zoning Map

1.3 Purpose

- (a) The principal purpose of this Bylaw is to regulate *land use* and *development* within the Village of Pemberton for the benefit of the community; and
- (b) For the implementation of the long-term goals of the Village’s Official Community Plan Bylaw, No. 654, 2011.

1.4 Application of Bylaw

- (a) This Bylaw applies to all *lands*, including the surface of water, and the *use* of all *land, buildings* and *structures* located within the boundaries of the Village of Pemberton, and as shown on Schedule “A”, the Zoning Map, which is attached to and forms part of this Bylaw.

1.5 Violation

- (a) Any person who:
 - i. Violates any of the provisions of this Bylaw;
 - ii. Causes or permits any act or thing to be done in contravention or violation of any provision of this Bylaw;
 - iii. Neglects to do or refrains from doing any act or thing which is required to be done by any provisions of this Bylaw;
 - iv. Carries out, causes or permits to be carried out any *development* in a manner prohibited by or contrary to this Bylaw;
 - v. Fails to comply with an order, direction or notice given under this Bylaw; or
 - vi. Prevents or obstructs or attempts to prevent or obstruct the authorized entry of any of the Enforcement persons noted in Section 1.8 below,

commits an offence against this Bylaw and is liable to the penalties imposed under the Village of Pemberton’s Municipal Ticket Utilization Bylaw.

- (b) Each day that an offence of this Bylaw is caused to continue, allowed to continue, constitutes a separate offence.

1.6 Penalty

- (a) Where a specific penalty has not otherwise been designated, shall be liable to a fine and/or penalty of not less than One Hundred Fifty Dollars (\$150) and not more than Ten Thousand Dollars (\$10,000), plus the costs of prosecution, any other order imposed or any combination thereof;
- (b) The penalties and remedies imposed under subsection (a) shall be in addition to, and not in substitution for, any other penalty or remedy imposed by or permissible under this Bylaw or any other enactment.
- (c) Where a person fails to pay a penalty required by this Bylaw, or where a person subject to an order under this Bylaw fails to take action required by the order and the Village carries out the work or otherwise fulfills the requirement, the Village may recover its costs from the owner, occupier or person responsible for the work or for payment of the costs, as a debt to the Village. Money owed to the Village under this Bylaw is payable upon receipt of an invoice from the Village.
- (d) If an amount owing under this Bylaw for work done or services provided to *land* or improvements remains unpaid on December 31st of the year in which the debt was incurred, the amount is deemed to be taxes in arrear and may be collected from the owner of the *land* or improvements in the same manner and with the same remedies as for property taxes.

1.7 Severability

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

1.8 Enforcement

- (a) The Chief Administrative Officer of the Village of Pemberton, or his or her designate, is hereby appointed by Council to administer this Bylaw.

PART 2: Interpretation

2.1 Interpretation

- (a) All references to Bylaws of the Village of the Pemberton, or provincial or federal statutes and regulations refer to the most current version, as amended from time to time.
- (b) Words used in the present tense include the other tenses and derivative forms; words used in the singular include the plural and vice versa; and the word "person" includes a corporation, firm, partnerships, trusts, and other similar entities as well as an individual.
- (c) Words have the same meaning whether they are capitalized or not.
- (d) Words defined in this Bylaw that contain multiple words separated by a comma in the definition carry the same definition if the words are reversed. For example, "*Grade, Natural*", and "*Natural Grade*" carry the same meaning.
- (e) The words "shall" and "is" require mandatory compliance except where a variance has been granted pursuant to the *Local Government Act*.
- (f) Words, phrases, and terms neither defined in this section nor in the *Local Government Act* shall be given their usual and customary meaning.
- (g) The definitions of *uses* group individual *land uses* into a specified number of classes, with common functional or physical impact characteristics. They define the range of *uses* which are *principal* and secondary, with or without conditions, within various *zones* of this Bylaw.
- (h) The following guidelines shall be applied in interpreting the *use* class definitions:
 - i. Typical *uses* listed in the definitions as examples are not intended to be exclusive or restrictive; and
 - ii. Where a specific *use* does not conform to the wording of any *use* class definition or generally conforms to the wording of two or more definitions, the *use* conforms to and is included in that *use* class which is most appropriate in character and purpose.

2.2 Explanatory Notes and Figures

- (a) All text in this Bylaw which are italicized except titles of legislative acts, statutes and regulations, and explanatory figures have a definition specified in this Bylaw, and for clarity, the definitions in this bylaw apply whether the word is italicized or not.
- (b) Where a conflict between explanatory notes and figures and a regulation in this Bylaw occurs, the regulation shall be taken as correct.

2.3 Conflicting Regulations

- (a) Where this Bylaw contains two or more regulations that could apply to a situation, the most restrictive regulation shall apply to the extent of any conflict. Where this Bylaw conflicts with other regulations the restrictive legislation shall apply, unless the conflict is outside of the responsibility of the Municipal Council.
- (b) Where a graphic used to illustrate a requirement of this Bylaw is in conflict with the text description of the regulation, the text description shall prevail.

2.4 General and Specific Regulations

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

2.5 Bylaw Format

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

2.6 Covenants Against Buildings, Structures, Subdivision or Use

- a) Where under this Bylaw an owner of *land* or a *building* or *structure* is required or authorized to grant a covenant restricting *subdivision*, strata plan registration, *use* or *development* of *land*, the covenant shall be granted to the Municipality and registered pursuant the *Land Title Act*, with priority over all financial charges, and under the terms of the covenant the owner shall indemnify the Municipality for any fees or expenses the Municipality may incur as a result of a breach of the covenant by the owner.

PART 3: Definitions

The following words, terms, and phrases, are italicized wherever they occur in this Bylaw, and shall have the meaning assigned to them as follows:

Accessible

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

Accessory (Use)

means the *use of land, buildings, or structures* for a *use* that is customarily incidental, subordinate in area, extent and purpose and ancillary to the conforming *principal use* on the same *lot*.

Accessory Building or Structure

means a *detached building or structure*, the *use* of which is, or is customarily incidental, subordinate in size, extent or purpose and ancillary to the conforming *principal building or land use* on the same *lot*.

Accessory Residential Dwelling

means an *accessory dwelling unit*, for *residential use* only, primarily intended for the caretaking, management, staffing, or security of the *principal non-residential building* on the same *lot*.

Accessory Retail Sales

means the *accessory use* of a maximum of 20% portion of the *gross floor area* of a *permitted principal commercial, industrial, civic, or artisan use* for the *retail sales* directly related to the *principal use*.

Affordable Housing

means *dwelling units* constructed and occupied under the terms of a registered housing agreement approved pursuant to section 483 of the *Local Government Act*.

Agriculture

means the *use of the land, buildings and structures* for the growing, producing, raising or keeping of animals and plants including:

- i. Livestock (cattle, bison, sheep, goats, hogs, horses)
- ii. Poultry production (chickens, turkeys, waterfowl)
- iii. Dairy operations
- iv. Apiculture (beekeeping)
- v. Agroforestry
- vi. Grapes, berries, tree fruits, nuts, grains, oilseeds, mushrooms, forage crops, ornamentals, and vegetables (field or Greenhouse).
- vii. The processing of agricultural products harvested, reared or produced by the

- farm business, and the retail sales of the products
- viii. Horse-riding, training and boarding
- ix. Greenhouse and Nursery
- x. Winery and Cideries

Agri-Tourism Activity

Means the *use of land* that is classified as a farm under the *British Columbia Assessment Act* for tourism related activities, such as displays, demonstrations, and exhibits subject to the regulations of section 7.5 of this Bylaw.

Agri-Tourism Accommodation

means the provision of *tourism accommodation*, on a property classified as farm under the *BC Assessment Act*, up to a maximum of ten (10) sleeping *units*. Typical *uses* include, but are not limited to, farm inns, seasonal farm *cabins*, and campsites/recreational vehicle sites.

Agricultural Land Commission (ALC)

means *Agricultural Land Commission* pursuant to British Columbia *Agricultural Land Commission Act*.

Agricultural Land Reserve (ALR)

means *Agricultural Land Reserve* pursuant to British Columbia *Agricultural Land Commission Act*.

Arts and Culture

means a *use* which provides for the presentation and display of artistic and cultural creations, and includes art galleries, museum, theatres, and *accessory retail* of goods and articles that are produced primarily by local artists.

Airport

means the *use of land, buildings and structures* for runways for the takeoff and landing of airplanes and includes airstrips, terminal *buildings or structures*, hangars, *airport related business*, and *accessory uses*.

Airport Related Business

means the *use of land, buildings, or structures* for *commercial* operations directly related to the operation, maintenance, and storage of aircraft, or business *uses* that necessarily rely upon or support aviation *uses* or the *Airport*, but specifically excludes *tourism accommodation*.

Alter

means, in relation to *land*, the removal or deposit of soils or other materials or clearing of natural vegetation, and in relation to *buildings or structures*, means any change that would result in either a change to the appearance of the *building or structure*, an increase or decrease to the *gross floor area* or both.

Animal Kennel

means the *use of land, buildings or structures* in which domestic animals are kept, boarded, bred, cared for or trained for *commercial gain*.

Approving Officer

means the Village of Pemberton Approving Officer appointed pursuant to the *Land Title Act*.

Artisan

means the *use of a building or structure* by an artist or group of artists who create or produces artistic goods.

Assembly

means the *use of land, buildings, or structures* for *civic*, cultural, educational, political, public recreational, religious or social purposes; and includes *Schools, Places of Worship*, auditoriums, council chambers, community centres, arenas, youth centres, day care centres, and similar *uses*.

Automotive and Recreational Vehicle Sales

means the *use of land, buildings, or structures* for the *retail* sale of automobiles, trucks, boats, recreational vehicles and related parts and accessories.

Automotive Salvage

means the *use of land, buildings, or structures* for towing, storage, or dismantling of automobiles, trucks, boats, and recreational vehicles, and may include the *accessory retail sale* of automobile parts.

Automotive Service Shop

means a *use* providing for the general repair, servicing and maintenance of motor vehicles including brakes, mufflers, tire repair and change, tune-ups and transmission work, provided it is conducted within a completely enclosed *building or structure*.

Basement

means the floor of a *building or structure* that is 50% or more below the *average finished grade* level and is unused, or used for *utilities*, laundry, storage or other non-habitable space *accessory* to the *principal building*, specifically excluding *residential or commercial use*.

Bed and Breakfast

means the *accessory use* of a *dwelling, detached* for *tourism accommodation* in which a maximum of two (2) bedrooms of an owner-occupied *dwelling, detached* are available as *tourism accommodation* in accordance with section 7.9 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

Bed and Breakfast Inn

means the *accessory use* of a *dwelling, detached* in which three (3) or more, but a maximum of five (5) bedrooms, are available for *tourism accommodation* in accordance with section 7.10 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

BMX Race Track

means a facility or track for BMX (off-road) bicycle racing, consisting of a starting gate, a groomed dirt race course made of various jumps and rollers and a finish line, but specifically excludes *use* by motorized vehicles.

Boarding School

means the *use of land, buildings, or structures* for a *school* where students and staff reside on the same or immediately adjacent *lot* and includes *tourism accommodation* for groups *accessory* to the *principal school use*.

Brewery, Cidery, Distillery and Winery

means the *use of land, buildings and structures*, licensed under the *Liquor Control and Licensing Act*, on which there is small scale manufacturing of beer, ale, cider, spirits or wine, and may include the *accessory uses* of *wholesaling*, tours, tastings, *retail* sales and a manufacturer's lounge, and the sale of related non-liquor products.

Buffer

means a landscaped, or naturally vegetated area intended to separate and screen *land uses, buildings, structures, or properties* from one another.

Building

means a *structure* or any portion thereof, including affixed mechanical devices, intended to be used for sheltering a *use* or occupancy.

Building Area

means the horizontal area of a *building or structure* within the outside surface of the exterior walls or within the outside surface of the exterior walls and the centre line of firewalls for all *storeys* and includes the non-habitable areas such as the *basement, garages and carports*.

Building Footprint

means the total area of a *lot* occupied by a *building or structure*, measured from the outside of exterior walls, and includes *garages and carports*, but excludes covered exterior stairwells.

Building Official

means the individual appointed or under contract as the Building Official for the Village of Pemberton.

Building Supply

means the *use of land, buildings or structures* for the supply and sale of *building* materials, fixtures, hardware, equipment and other similar goods related to construction and home improvement, and requires storage outside of a *building*.

Bulk Storage

means the *use of land, buildings or structures* for above or below ground storage containers, or any combination thereof, of petroleum, petroleum products, water, chemicals, gases, or similar substances for subsequent resale to distributors, *retail* dealers or outlets, and includes card-lock and bulk sales.

Cabin

means a detached *building or structure* providing *tourism accommodation* in a rural or remote setting, associated with a motel, bed and breakfast inn or campground, and includes cottages.

Campground

means the *use of land*, managed as a *unit* and includes the *buildings and structures* for a range of camping experiences which provides *tourism accommodation* for any or all of the following:

- i. Cabins,
- ii. Yurts,
- iii. Tenting sites,
- iv. Tent trailers,
- v. Travel trailers,
- vi. Recreational vehicle sites and campers, and
- vii. *Accessory uses and structures* such as administration offices, laundry facilities or general washroom facilities,

but excludes the habitation of manufactured homes, modular homes or any other *buildings or structures*, conveyances or motor vehicles for residential *use*.

Cannabis

has the same meaning as outlined in the *Government of Canada* regulations.

Cannabis, Production Facility

means the *use of buildings and structures* for the purposes of growing, processing, packaging, testing, destroying, storing or shipping *cannabis* as authorized by a license issued under *Government of Canada* regulations.

Carriage House

means an *accessory dwelling unit* situated above or attached to a *detached garage* that is separate from the *principal dwelling, detached*, but located on the same *lot* in accordance with section 7.11 of this Bylaw.

Carpport

means an open or partially enclosed *structure* attached to the *principal building* or *structure* for the use of covered parking or temporary storage of private motor vehicles.

Catering Establishment

means an establishment that prepares and supplies food to be consumed off premises.

Chief Administrative Officer

means the individual appointed as the Chief Administrative Officer of the Village of Pemberton.

Child Care Centre

means the *use of land* and *buildings* for provincially-licensed care and supervision of children through a prescribed program.

Civic

means the *use of land, buildings, or structures* for functions provided by a government body and service clubs, includes federal, provincial and municipal offices, and *works yards, schools* and colleges, hospitals, community centres, swimming pools, libraries, museums, *parks*, playgrounds, day cares, cemeteries, police and fire stations, fire training grounds and waterways.

Commercial (Use)

means the *use of land, buildings, or structures* for an occupation, employment or enterprise that is carried on for gain or monetary profit by any person.

Community Care Facility

means the *use of buildings or structures* where a person provides care of three (3) or more persons and is under permit by the Provincial Government pursuant to the *Community Care and Assisted Living Act*.

Community Garden

means a *lot*, or portion thereof, that is provided for public *use* for the purposes of growing fruits, vegetables and flowers.

Community Sewer System

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

Community Watershed

means all or part of the drainage area above the most downstream point of diversion for a water *use* that is for human consumption and that is licensed under the *Water Act*, for a domestic purpose or a waterworks purpose as defined under the *BC Forest and Range Practices Act*.

Community Water System

means a system for the distribution of fresh potable water serving two (2) or more *lots*.

Convenience Store

means the *use* of a building for the sale of a limited line of groceries, food and drink for immediate consumption, and other items intended for the convenience of the neighbourhood.

Council

means the *Council* of the Village of Pemberton.

Development

means any of the following:

- i. Altering the *land*,
- ii. Changing the landform, from a natural state to a semi natural state,
- iii. Subdividing the *land*,
- iv. Applying for a *land use* change,
- v. Changing in the *use* of any *building* or *structure*, and
- vi. Carrying out of any, engineering or the construction, addition or alteration of any *building* or *structure*.

Density

means a measure of the intensity of *development* on a *lot*, including the number of *units* on a *lot* measured in maximum *units* or *units* per hectare, or *floor area ratio* as determined in section 4.8 of this Bylaw.

Disabled Vehicle

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

Drive-Through Business

means the *commercial use* of *land*, *buildings* and *structures* for providing goods and services, from a *use* otherwise *permitted* on the *lot*, to customers in their vehicles, such as a fast food *restaurant* or bank.

Dwelling Unit

means a self-contained set of habitable rooms capable of occupancy by one (1) or more persons, including provisions for living, sleeping, cooking, and sanitation facilities and not more than one kitchen facility. Unless specifically *permitted*, *use* of a *dwelling unit* for *tourism accommodation* or rental for a period of less than thirty (30) days is prohibited. The *use* is as a residence for the occupant and includes but is not limited to the following types:

- i. *Accessory Residential Dwelling*,

- i. *Apartment,*
- ii. *Carriage House,*
- iii. *Detached Dwelling,*
- iv. *Duplex Dwelling,*
- v. *Manufactured Home*
- vi. *Mobile Home,*
- vii. *Row House,*
- viii. *Secondary Suite, and*
- ix. *Townhouse.*

And specifically excludes the occupancy of any of the following:

- i. Buses,
- ii. Cabins or Cottages,
- iii. Motor Vehicle,
- iv. Tents,
- v. Yurts, and
- vi. Recreational Vehicles

Dwelling Unit, Apartment (Apartment) - means a *residential building* other than a *townhouse* containing three (3) or more individual *dwelling units*, where each *dwelling unit* has its *principal* access from an entrance or hallway that is common to at least one (1) other *dwelling unit* on the same *storey*.

Dwelling Unit, Detached (Detached Dwelling) - means a *residential building* designed exclusively for single family *residential use*, separated from other *dwelling units* by open space, and includes a modular home.

Dwelling Unit, Duplex (Duplex) - means a *residential building* containing two (2) separate *dwelling units* either placed one above the other or attached by a common wall, each of which has direct access to the outside.

Dwelling Unit, Farm Help – means a *residential building accessory* to an *agricultural use* and carries the same meaning as under the *Agricultural Land Reserve Act*.

Dwelling Unit, Manufactured Home

means a factory built *detached dwelling unit*, certified prior to a placement on the *lot* as having been built:

- i. as a modular home in accordance with CSA A277 *building*; or
- ii. as a mobile home in accordance with CAN/CSA Z240 building regulations and registered in the BC Manufactured Home Registry, arriving at the *lot* ready for occupancy apart from incidental operations and connections into a *community sewer* and *community water system*.

Dwelling Unit, Mobile Home – means a *residential dwelling* built upon an integrated chassis and wheels that is assembled at a place other than but moved to a *lot*.

Dwelling Unit, Multi-family (Multi-family Dwelling) - means a *residential building* containing three (3) or more separate *dwelling units*, and includes *apartments, townhouses, and row houses*.

Dwelling Unit, Row House (Row House Dwelling) - means a *residential building* containing a minimum of three (3) *dwelling units* attached to each in a row with each *dwelling unit* located on its own *lot*.

Dwelling Unit, Townhouse (Townhouse Dwelling) - means a *residential building* containing three (3) or more *dwelling units*, each of which has its own separate access, not located through a common lobby or corridor, and includes *dwelling units* stacked vertically.

Ecological Reserve

means *land* that is retained in its natural or semi-natural state for the purposes of protecting and preserving natural ecosystems and the biological diversity.

Farm Residence

means the *principal detached dwelling* that accommodates one *dwelling unit* and located on a *lot* within the *Agricultural Land Reserve*.

Farm Residential Facilities, Accessory

means the following *buildings, structures, or improvements* associated with a *principal farm residence* and/or additional *farm residence* on a farm:

- i. Attached or *detached garages* or *carports*,
- ii. Driveways to residences,
- iii. Decorative landscaping,
- iv. Attached or *detached* household *greenhouse* or sunroom,
- v. *Residential*-related workshop, tool and storage sheds,
- vi. Artificial ponds not serving farm drainage, irrigation needs, or aquaculture *use*,
- vii. *Residential*-related recreation areas limited to outdoor non-motorized and/or non-mechanized recreational activities. *Permitted* recreational activities exclude any *uses* involving motorized and non-motorized vehicles.

Farmers' Market

means the *use of land, buildings, or structures* for *retail* sales featuring foods sold directly by farmers to consumers and typically consisting of booths, tables or stands, outdoors or indoors, where farmers sell their *agricultural* products and sometimes prepared foods and beverages. It may include mobile *food trucks* and the sale of arts and crafts.

Fence

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

Financial Institution

means an institution providing financial or banking services including a bank, credit union, payday loan office, currency exchange, mortgage office or automated teller machine (ATM).

Fitness Centre

means the *use* of *land, buildings, or structures* for *commercial* fitness, and includes health clubs, gyms, yoga studios, and similar *uses*.

Flanking Street

means a street, excluding a *lane*, abutting a *lot line* not being the front or rear *lot line*.

Floor Area

means the total usable floor space of a *building* or *structure* on all *Storeys* excluding the *basement*, corridors, and service areas, as measured in accordance with section 4.7 of this Bylaw.

Floor Area Ratio (FAR)

means a ratio between the *floor area* of a *building* or *structure* and the *lot* size, measured in accordance with section 4.8 of this Bylaw.

Floor Area, Gross (GFA)

means the total area enclosed by the exterior walls of a *building* or *structure* on all *storeys*, measured in accordance with 4.9 of this Bylaw.

Food Truck

means the *use* of a licensed vehicle equipped with facilities for the preparation, cooking and serving of food to consumers from a temporary location, and may include a mobile food cart or converted vehicle capable of dispensing food, subject to the regulations in section 7.15 of this Bylaw and the *Village of Pemberton Business License Bylaw*.

Garden Centre

means the *use* of *land, buildings, or structures* for the purpose of *retail* sales of trees, plants, flowers, and associated gardening or landscaping supplies and outdoor garden equipment.

Garage

means an *accessory building, structure* or that portion of a *permitted building or structure* that is used for the parking of one (1) or more motor vehicles and is totally enclosed with a roof, walls, and one (1) or more doors.

Gasoline Station

means a facility limited to *retail* sales to the public of motor fuel products, motor oil, lubricants, minor automobile accessories, travel aides and convenience food items, but specifically excludes automobile repair services.

Gathering, Farm Event

means the *use of land, buildings, or structures* for a gathering of people on a farm for the purpose a wedding, a music festival, or other event other than an *agri-tourism* related event or family-related celebration which is *permitted* as a non-farm *use* in the *Agricultural Land Reserve* in accordance with the regulations in section 7.6 of this Bylaw:

Golf Course

means the *use of land* for playing golf, consisting of a least nine holes, with each hole generally consisting of tees, greens, fairways and hazards, and the following *accessory uses, buildings, and structures*:

- i. Club house (licensed Restaurant),
- ii. Pro shop (*retail* sales of golf equipment),
- iii. Driving range,
- iv. Putting green,
- v. Mini putt area, and
- vi. Golf Schools.

Grade, Building

means, in relation to a *building, or building height*, the lowest of the average levels of grade of the *natural grade* or *finished grade* adjoining each exterior wall of a *building*, excluding localized depressions such as for vehicle or pedestrian entrances.

Grade, Finished

means, in relation to a *building or structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, after *development*.

Grade, Natural

means, in relation to a *building or structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, in its natural or semi-natural state, prior to any *development*.

Greenhouse

means a *building* or *structure* covered with translucent material and used for the purpose of horticulture.

Height

with respect to a *building* or *structure* refers to the vertical distance between the *building grade*, and the highest point of the *structure* of a flat roof, or the mid- point of a sloping roof, measured in accordance with section 4.4 of this Bylaw.

Highway

means a public street, road, trail, *Lane*, bridge, trestle, any other public way or any other *land* or improvement that becomes or has become a *highway* as per the British Columbia *Transportation Act*.

Home Occupation

means the *use* of a *residential dwelling unit* for a licensed *commercial* occupation, profession or craft by the primary occupant of the *residential unit* that is contained entirely within the *permitted residential use* and conducted in accordance with the regulations in section 7.16 of this Bylaw.

Hostel

means the *use* of a *building* for *tourism accommodation* in which dormitory style sleeping *units* are provided along with common bathrooms, cooking areas, and communal spaces.

Hotel

means *use* of a *building* for *tourism accommodation* in which four (4) or more furnished accommodation *units* are provided, with separate entrances to each room from a common corridor, operated and staffed from an on-site office or lobby, and may include publicly *accessible accessory uses* such as *restaurant*, health club, liquor primary establishment, or *retail* store not to exceed a maximum of 33% of the *gross floor area* of the first *storey*.

Impervious Surface

means the total area of a *lot* that is incapable of allowing precipitation to penetrate to underlying soils due to the presence of *buildings* or *structures* or other impermeable surfaces, except impermeable surfaces that are naturally occurring on the *lot*.

Industrial

means the *use* of *land*, *buildings*, or *structures* providing for the manufacturing, processing, fabricating, assembling, storage, transporting, distributing, *wholesaling*, warehousing, testing, servicing, reduction, repairing, wrecking, or salvaging of articles, substances, or commodities or any other treatment thereof to change the form, character or appearance.

And specifically excludes any of the following *uses*:

- i. The burning of any salvaged or recycled materials,
- ii. Any *uses* for which a permit is required under the *Environmental Management*

Act or Regulations,

- iii. The burning of any vehicles, and
- iv. Refuse and garbage dumps.

Intermodal Storage Container

means a standardized intermodal freight container that can be used as a reusable transport and storage *unit* for moving products and raw materials between locations.

Lane

means a *highway* flanking a rear or side *lot line* with a maximum width of 6.0 metres.

Land

means real property without improvements and includes the surface of water.

Land Use

means the regular *use* of *land* for an intended purpose or *principal use*.

Licensed Premises

means premises licensed as a *Liquor Primary* or *Food Primary* establishment to serve liquor under the *Liquor Control and Licensing Act*.

Liquor License, Food Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of food, rather than liquor, is the primary purpose.

Liquor License, Liquor Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of liquor is the primary purpose, and includes neighbourhood pubs, bars, lounges, and night clubs, with *accessory* food service.

Liquor Store

means the *use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes government liquor stores and *liquor store, private retail* outlets.

Liquor Store, Private

means the *commercial use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes an agency outlet.

Livestock

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

Lot

means a parcel of *land* with boundaries registered in the *Land Title Office* Registry and includes strata *lots* created by Bare Land Strata *subdivision*, but specifically excludes *land* dedicated as road or *park* on a plan of *subdivision*.

Corner Lot means a *lot* which abuts two or more intersecting *highways*.

Lease Lot means a *lot* defined by lease boundaries registered in the *Land Title Office*.

Panhandle Lot – means any *lot* which achieves access to a *highway* only by means of a narrow strip of *land* or access strip.

Through Lot - means a *lot* abutting two parallel or approximately parallel *highways* or any combination of *highway* common property access route and a body of water.

Lot Coverage

means the portion of a *lot*, expressed as a percentage, covered by the footprint of all *buildings* and *structures* on the *lot*.

Lot Depth

means the average distance between the front *lot line* and the rear *lot line* of a *lot*, measured along the side *lot lines*, and at ten (10) metre intervals in between.

Lot Line

means a line that is used to mark the boundaries of a *lot* on a survey, lease boundary, or other description registered in the *Land Title Office* to identify the boundaries of a *lot* as follows:

Exterior Side Lot Line – means the *lot line(s)* common to the *lot* and an abutting *Highway*, other than a path, *Lane*, walkway, trail, which is not the front *lot line*.

Front Lot line – means the property boundary line of the *lot* and the *highway* it abuts and gains primary access from, however:

- i. in the case of a *corner lot*, means the shortest *lot line* abutting the *highway*;
- ii. in the case of a *panhandle lot*, means the *lot line* or lines common to a *lot* and an abutting *highway* and the *lot line* approximately parallel to such line at the end of the *panhandle* access strip; and
- iii. in the case of a through *lot*, means both the *lot lines* abutting two parallel or approximately parallel *highways* or combination of *highway*, common property access route or the water.

Interior Side Lot Line – means the *lot line(s)* connecting the front and rear *lot lines*, common to the *lot* and another *lot* or *lane*.

Rear Lot Line – means the *lot line* furthest from, and opposite to, the front *lot line*, and, in the case of a triangular shaped *lot*, a line 3 m (10 ft.) in length entirely within the *lot*, parallel to and at a maximum distance from the *front lot line*.

Side Lot Line – means an *exterior side lot line* or *interior side lot line* interchangeably as defined in this Bylaw.

Lot Width

means the average distance between the *side lot lines*, measured at the *front and rear lot lines*, and at five (5) metre intervals in between, excluding the access strip of a *panhandle lot*.

Market Garden

means the *use of land* for *commercial* growing and harvesting, which contributes to the production of *agricultural*, *floricultural*, or *horticultural* products for on-site or off-site sales.

Materials Recovery Facility

means a solid waste management facility that processes recyclable materials to sell to manufacturers as raw materials for new products and may accept other municipal waste. Such facilities assist in in reducing the waste stream, the demand for raw materials, and pollution associated with the manufacturing of new products.

Minimum Lot Size

means the minimum area of a *lot* that can be created by *subdivision* under the regulations in this Bylaw.

Mixed-Use Building

means the *use of a building* for both *commercial* and *multi-family dwellings*, subject to the regulations in section 7.18 of this Bylaw.

Motel

means a *building*, or group of *buildings* on the same *lot*, providing four (4) or more separate guest rooms, with or without cooking facilities, for *tourism accommodation*, with the entrance to each room being to the outside of the *building*, with parking provided in close proximity to the guest rooms, and operated from a staffed office on-site.

Motocross Track

means the *use of land* for a constructed off-road circuit used for motorcycle riding and racing.

Motor Vehicle

means any vehicle that is designed to be self-propelled including passenger cars, trucks, recreational vehicles, vans, busses, motorcycles but does not include a motor assisted bicycle or scooter, but includes inoperable and abandoned vehicles.

Municipality

means the Village of Pemberton.

Natural Boundary

means

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

Neighbourhood Pub

means an establishment licensed to serve liquor in conjunction with or without live entertainment as a *liquor-primary* establishment under the *Liquor Control and Licensing Act* and shall offer full lunch and dinner menus.

Nursery

means the *use of land, buildings, or structures* for the purpose of growing and propagating plants, and includes *retail* nurseries, *wholesale* nurseries, private nurseries which supply the needs of institutions or private estates, and the sale of gardening *retail* items are *permitted*.

Office, Business

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment, but does not generate a continuous flow of customers, and may include a tourism booking offices, *industrial* related offices, design offices, technology offices, or consulting offices, but specifically excludes medical and dental offices, real-estate, and insurance offices.

Office, Professional

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment for any purpose.

Off-Street Parking

means the *use of private land* for the parking of motor vehicles other than on a *highway* and includes the parking spaces, loading spaces and the maneuvering aisle.

Outdoor Storage

means the *use of land or structures* for the keeping of any goods, material, merchandise or vehicles associated with a *permitted use*, in an unroofed area or a roofed area with unenclosed sides, and on the same *lot* for more than twenty-four (24) consecutive hours.

Park

means *land* used or intended to be used for active and passive public *use*, and includes *land* dedicated as "*Park*" on a legal plan or otherwise created or designated by any instrument at the *Land Title Office*.

Permitted

means the permissible purpose for which *land, buildings or structures*, may be used under the regulations of this Bylaw.

Personal Service Establishment

means the *use* of a *building or structure* where non-medical related personal services are provided and goods *accessory* to the provision of such services may be sold, and includes but is not limited, to the following:

- i. Barber shop,
- ii. Beauty salon,
- iii. Dry cleaning and or laundromat,
- iv. Dog groomer,
- v. Electrical appliance repair,
- vi. Esthetics,
- vii. Clothing or shoe repair,
- viii. Photography studio,
- ix. Psychic reader,
- x. Tattoo parlour,
- xi. Travel agency,
- xii. Tanning salon,
- xiii. Spa facility
- xiv. Printing shop, and
- xv. Other similar services.

Place of Worship

means the *use* of a *building or structure* wherein persons assemble for religious worship, and *accessory uses*, and which is maintained and controlled by a religious body which is recognized as exempt from taxation under the *Canadian Income Tax Act*.

Principal Building

means a *building or structure* which contains the *principal use* of the *lot* and shall include attached *garages or carports*, but does not include an *accessory building*.

Principal Residence

means the *dwelling* where an individual primarily lives, makes their home and conducts their daily affairs, including, without limitation, paying bills and receiving mail, and is generally the *dwelling unit* with the *residential* address used on documentation related to billing, identification, taxation and insurance purposes, including, without limitation, income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration and utility bills.

Principal (Use)

means the main purpose for which *land, buildings or structures* are ordinarily used.

Public Art

means an original work of art in a publicly *accessible* location and created with the intention of reflecting and/or engaging the community. *Public art* works may be permanent, temporary or mobile, may be integrated into a site, or may be a stand-alone piece and may have functional and/or aesthetic qualities.

Recreation, Indoor

means the *use* of a *building or structure* for recreational pursuits primarily undertaken within the *building or structure* that require either a minimum two-storey interior space or a minimum of 186 m² of *gross floor area*, such as a bowling alley, climbing gym, gymnastics, parkour or trampoline facility.

Recreation, Outdoor

means the *use* of *land and accessory buildings and structures*, for *commercial* or club organized *outdoor recreational* pursuits such as motocross and stock car racing, paintball, standing wave surf park, and whitewater kayaking facility, where the primary recreation activity occurs outdoors.

Recreational Facility

means the *use* of *land, buildings or structures* for recreation, sports and leisure activities and *Assembly uses* and may include but is not limited to any or a combination of the following:

- i. Sports Academy,
- ii. Playing Fields,
- iii. Aquatic Centre,
- iv. Skating and/or Curling Rink,
- v. Field house.
- vi. Gymnasium,
- vii. Concession,
- viii. Fitness Studio; and
- ix. Equipment Rentals.

and *accessory uses* but specifically excludes *campgrounds, golf course, BMX track, motocross track, riding academy, and speedway*.

Recycling Facility

means the *use* of *buildings or structures* for the collection, packaging, and distribution of materials regulated under the *Environmental Management Act Product Stewardship* program, but specifically excludes the recycling of vehicle tires, *outdoor storage*, and processing.

Refuse Disposal Site

means the *use of land, buildings or structures* as a sanitary landfill, modified sanitary landfill, hazardous waste management facility, or dry waste site approved or registered pursuant to the *Environmental Management Act*, for the processing, treatment, storing, recycling or *land* filling of municipal, hazardous or *industrial* waste, but does not include automobile wrecking yard.

Resource Extraction

means the *use of land* for provincially licensed mining, quarrying, digging, or removal of natural materials from either the surface or below the surface of a *lot*, including the following:

- i. Earth, soil, peat, sand and gravel,
- ii. Rock and natural substances that are used for a construction purpose on *land* that is not within a mineral title or group of mineral titles from which the rock or natural substance is mined,
- iii. Forestry, and
- iv. Rock or a natural substance prescribed under the *Mineral Tenure Act*.

Resource Processing

means the *use of land, buildings, or structures* for the processing of extracted quarry materials which includes but is not limited to one or more of the following:

- i. Value added wood processing,
- ii. Material sorting,
- iii. Crushing,
- iv. Screening,
- v. Stockpiling,
- vi. Washing,
- vii. Truck loading,
- viii. The on-site operation of a portable asphalt or cement plant, and
- ix. Wholesaling of resource products.

Residential

means the *use of a building or structure* as a fixed place of living, and unless expressly *permitted* under this Bylaw, specifically excludes any *tourism accommodation* and *short-term vacation rental*, and includes the following *buildings* and *structures*:

- i. *Accessory residential dwelling*,
- ii. *Accessory residential Suite*,
- iii. *Apartments*,
- iv. *Carriage houses*,
- v. *Detached dwelling*,

- vi. Duplex dwelling,
- vii. Manufactured homes, and
- viii. Townhouse dwelling.

Restaurant Use

means an eating establishment where food is prepared and served, in a *building* on the same *lot*, for sale to the public for consumption primarily at tables within the *building* or on a patio on the same *lot*, specifically excluding drive through *uses*, neighbourhood pubs and liquor primary establishments.

Retail

means the *commercial* selling goods, wares, articles, or merchandise to the ultimate consumer for personal consumption or household *use*, and not for resale purposes, but specifically excluding personal services, outdoor sales, *convenience store* and mobile vending.

Retail, Industrial

means the *use* of *land, buildings and structures* for the *retail* of *industrial*, automotive, or *agricultural* related products and equipment, and may include *uses* such as automotive and *agricultural* parts, specialty tools, manufacturing, moving and other similar *uses*.

Retail, Recreation and Leisure

means a *retail* store that specializes in the selling, renting and repairing of goods and articles that are used in the pursuit of recreation and leisure activities of the outdoor variety, such as skiing, snowboarding, cycling and mountain biking, hiking, camping, mountain climbing, kayaking, canoeing, and other similar activities.

Riding Academy

means the *use* of *land, buildings* or *structures* for the boarding and care of horses, and includes instruction for riding, jumping and showing, horse rentals, and *accessory* equestrian related events or shows, but excludes a *commercial* horse racing track.

School

means the *use* of *land, buildings* or *structures* for the provision of education to children or adults, and includes pre-school, kindergarten, elementary, middle, secondary and post-secondary institutions, as well as language and other professional or technical education.

Screening

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

Secondary Suite

means a separate *dwelling unit* which is completely contained within a *detached dwelling*, which meets the requirements of the *BC Building Code*, and is subordinate in size, extent or purpose to the *residential principal building* on the *lot* upon which the *secondary suite* is located.

Setback

means the minimum distance, measured from the respective *lot line*, that a *building* or *structure* shall be set back from that *lot line*.

Short-Term Vacation Rental

means the *use* of a *dwelling unit*, or a portion of a *dwelling unit*, for *tourism accommodation*, but does not include *Bed and Breakfast* establishment, *Bed and Breakfast Inn*, *Hostel*, *Motel* or *Hotel*.

Speedway

means the *use* of *land* as an out-door stadium or track for automobile (i.e., stock car) or motorcycle racing.

Storage Facility, Self-Service

means the *use* of *land*, *building* or *structure* for the *commercial* purpose of providing individual storage spaces for the public.

Storage Facility, Outdoor Equipment

means the *use* of *land* for the storage of equipment, vehicles, products and materials outside the *principal* or *accessory buildings* on a property.

Storey

means the same meaning as under the *BC Building Code*.

Storey, First

means the lowest *storey* of a *building* or *structure*, excluding a *basement*, but having its floor not more than two (2) meters above *building grade*.

Storey, Half

means a *storey* of a *building* or *structure* where the *floor area*, existing, proposed or as may be extended over open-to-below space, and having a minimum ceiling *height* of 1.2 m, does not exceed 50% of the *storey* immediately below.

Structure

means anything that is constructed, fixed to, supported by, or sunk into *land* or water.

Subdivision

means the division of *land* or *lots* into two (2) or more *lots*, whether by plan, apt descriptive words or otherwise and includes a long-term land lease, boundary adjustment, consolidation of two (2) or more *lots*, or creation of Bareland strata *lots*.

Temporary Use

means a temporary *commercial* or *industrial use permitted* under a *temporary use permit* issued pursuant to section 7.26 of this Bylaw and the *Local Government Act*.

Tourism Accommodation

means the *use* of *land*, *buildings*, or *structures* for providing temporary *commercial* lodging by visitors for a period not to exceed thirty (30) consecutive days or 182 days in a twelve (12)-month period, and specifically excludes *Residential* occupancy by any person other than the owner and *short-term vacation rental* unless specifically *permitted* in this Bylaw.

Unit

means a *building*, or a portion thereof that is individually demised by interior or exterior walls and has a separate entrance, which may be leased or sold individually.

Utilities

means a *use* providing for the essential servicing of the Village of Pemberton with water, sewer, electrical, telephone and similar services where such *use* is established by the Village, by another governmental body or by a person or company regulated by and operating under federal and provincial legislation and includes broadcast transmission facilities but excludes a *works yard*.

Veterinary Clinic

means the *use* of *land* or a *building* or *structure* in which animals are medically treated or hospitalized.

Watercourse

means a river, creek, stream, *Wetland* or other body of water as defined by the British Columbia *Riparian Area Regulation*.

Waste Transfer Station

means the *use* of *land*, or a *building* or *structure* for the temporary deposition of waste and the deposit of recyclable materials intended for removal in vehicles.

Wetland

has the same meaning as under the *Riparian Areas Regulation*.

Wholesale

means the sale of goods to *retail* operators or to other *wholesale* operators or to contractors or manufacturers for resale or for incorporation into other products.

Works Yard

means the *use of land, buildings and structures* operated by, or on behalf of, the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of *buildings* or *structures*, infrastructure, materials or equipment, include office space but specifically excludes communication towers and electrical sub-stations.

Zone

means an area of *land* established under Part 5 and the Schedules of this Bylaw and subject to regulations in this Bylaw.

PART 4: Measurements and Calculations

4.1 Measurement Guidelines

- (a) All dimensions and measurements in this Bylaw are expressed in the Standard International Units (metric) system.
- (b) Any imperial conversions are provided for convenience and have no force or effect.
- (c) All maximum dimensions shall mean equal to or less than, and all minimum dimensions shall mean equal to or greater than.
- (d) In the event of any conflict between measurements in this Bylaw, the more onerous measurement shall apply.
- (e) In the event of a conflict between a measurement stated in this bylaw and a graphic illustration of that measurement, the text description shall prevail.

4.2 Abbreviations

- (a) For the purposes of this Bylaw, the following units of measure may be abbreviated as specified in brackets:
 - i. Metre (m);
 - ii. Square metre (sq. m or m²);
 - iii. Cubic metre (m³);
 - iv. Hectare (Ha);
 - v. *Units* per hectare (u/Ha);
 - vi. Percent (%).

4.3 Metric Conversion, Measurements and Abbreviations

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

1 m = 3.28 feet	1 sq. ft. = .093 sq. m
1 foot = 0.33 metre	1 hectare (ha) = 2.47 acres
1 sq. m (m ²) = 10.76 sq. ft.	1 acre = 4047 sq. m or 0.405 ha
1.5 m = 4.92 feet	3 m = 9.84 feet
7.5 m = 24.60 feet	4.6 m = 14.76 feet
10.5 m = 34.45 feet	18 m = 59.06 feet
1,400 sq. m = 15,064 sq. ft. or 0.34 acres	2,000 sq. m = 21,520 sq. ft. or 0.49 acres
4047 sq. m = 43,560 sq. ft. or 1 acre	2 ha = 4.94 acres
4 ha = 9.88 acres	20 ha = 49.4 acres

4.4 **Building and Structure Height**

- (a) Where a *zone* or regulation establishes a maximum *height* for a *building* or *structure*, the *building* or *structure* shall be constructed no higher than the maximum *height* as determined by this Bylaw.
- (b) *Height* shall be measured by a vertical line from the *building grade* to the point of the roof *structure* determined by the roof type as follows:
 - i. For flat or domed roofs, *height* shall be measured to the highest point of the roof *structure*.
 - ii. For sloped, pitched, butterfly, or gambrel roofs, *height* shall be measured to the mid-point between the top of the exterior wall to the highest point of the roof *structure*.
 - iii. For roofs with dormers, *height* shall be measured to the mid-point between the top of the exterior wall forming the dormer and the highest point of the roof *structure*.
- (c) For clarity:
 - i. the maximum *building height* in a zone may vary according to the *use* of the *building* or *structure*, as specified in the zone;
 - ii. where the regulation refers to a specific type of *building* or *structure*, the regulation shall be applied to that type of *building* or *structure* only.
- (d) Despite the *height* regulations in any *zone* or regulation, the maximum *building height* may be exceeded for the following features, provided that portions of, or projections from, *buildings* or *structures* shall not exceed 18.0 m:
 - i. Communication towers and antennas;
 - ii. Architectural feature such as a clock tower, water tower, etc.;
 - iii. Chimneys;
 - iv. Flag poles;
 - v. Elevator shafts;
 - vi. Stair and hose towers;
 - vii. Micro-wind turbines; and
 - viii. Solar panels.
- (e) *Agricultural buildings and structures* constructed on *land* zoned *Agricultural (A-1)* are exempt from the *building height* requirements.

4.5 **Fence Height**

- (a) The *height* of a fence, wall or similar screen shall be determined by measurement from the ground level at the average *natural grade* level within 1.0 m of both sides of such *fence*, wall or similar screen.

4.6 **Density Calculation with Land Dedication**

- (a) When calculation of *density* involves the dedication of *land* to any government

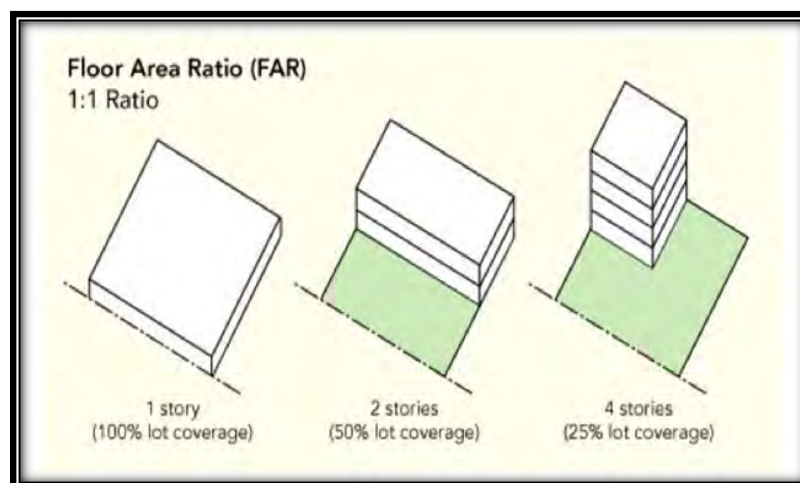
agency for environmental, *park*, or other public purpose, the *density* calculation shall be based on the area of the *lot* before dedication.

4.7 Floor Area

- (a) Where a *zone* or regulation establishes a maximum *floor area* for a *building*, the *floor area* of the *building* shall not be greater than the established maximum.
- (b) *Floor area* is a measurement of the usable floor space of the interior of a *building* including all *storeys* and half-*storeys*, measured as follows:
 - i. *Floor area* is measured from the mid-point of each exterior wall.
 - ii. Basements, common corridors providing access to individual *units*, interior stairwells, elevator shafts, common mechanical and electrical rooms, laundry rooms, under-*building* parking, unenclosed decks, and other similar common areas necessary to service the *building* or its inhabitants are excluded from the calculation of *floor area*.
 - iii. *Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate *floor area* by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.
- (c) The area of an amenity provided in a *building* under the terms of *density* bonus provisions in any amenity *zone* is excluded from the calculation of maximum *floor area*.

4.8 Floor Area Ratio (FAR)

- (a) Where a *zone* or regulation establishes a maximum *Floor Area Ratio* (FAR), the *floor area* of the *buildings* or *structures* shall not exceed the maximum FAR.
- (b) The calculation of FAR is a measure of *density* and is determined as follows:
 - i. FAR is the ratio of *floor area* of the *principal* and *accessory buildings and structures* on a *lot* to the *lot* area, and shall be calculated by dividing the *floor area* of the *buildings* on a *lot* by the total gross area of the *lot*, expressed as a ratio.



4.9 Gross Floor Area (GFA)

- (a) *Gross floor area* is measured from mid-point of all exterior walls of the *building* or *structure* and includes a *garage*.
- (b) *Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate Floor Area by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.

4.10 Lot Coverage

- (a) Where a *zone* establishes maximum *lot coverage*, the *building footprints* of *buildings and structures*, shall not exceed the maximum specified in any *zone* or regulation.
- (b) *Lot coverage* shall be calculated by dividing the sum of the *building footprints* for all *buildings and structures* on the *lot* by the total area of the *lot*, expressed as either an area or a percentage.

4.11 Maximum Number, Size, and Density

- (a) Where a *zone* or regulation establishes a maximum number of *buildings, structures, or units*, there shall be no greater number of *buildings, structures, or units* than the specified maximum.
- (b) When calculation of *density* involves a number of *units* per *lot* and yields a fractional number, the required number of *units permitted* shall be rounded down to the lowest whole number.
- (c) Measures of *density* in this Bylaw include the following measures established in any *zone* or regulation:
 - i. Maximum number of *buildings* or *structures*;
 - ii. Maximum number of *units*, including *units per hectare (UPH)*;
 - iii. Maximum *floor area*;
 - iv. Maximum percentage of a *lot, building* or *structure*;
 - v. Maximum *lot coverage*;
 - vi. Maximum *floor area ratio (FAR)*.

4.12 Minimum Lot Size and Dimensions

- (a) Where a *zone* or regulation *establishes a minimum lot size*, the minimum *lot size* is the minimum area of a *lot* that may be created by *subdivision in that zone*.
- (b) Where a *zone or regulation establishes minimum parcel dimensions for lot width and lot depth*, the minimum dimensions are the minimum dimensions of a *lot* that may be created by *subdivision* in that *zone*.
- (c) For *lots* fronting a cul-de-sac, or having an irregular *lot* boundary, the *lot width* frontage shall be measured from a point on each side *lot line* 7.5 metres from the intersection of the side and front *lot lines*.
- (d) For *panhandle lots*, the front *lot line* measurement includes the width of the access strip and the front *lot line*.
- (e) For *panhandle lots*, a maximum of 10% of the measurement of *lot area* may be

comprised by the area of the access strip. For clarity, the area of the *panhandle* may be greater than 10%, but only maximum of 10% shall be included in the calculation of *lot* area for the purpose of measuring the minimum *lot* size.

4.13 Projections into Required Setback and Exceptions to Siting Requirements

- (a) Every part of any *setback* required by this Bylaw shall be open and unobstructed by any *building* or *structure*, except that, a *setback* may contain architectural or functional *structures* or a *building* or *structure* feature such as but not limited to; window sills, sunlight control projections, balconies, cornices, eaves, gutters, chimneys, pilasters, canopies, ornamental features or window bays, provided that:
- i. No such *structure* or feature shall project more than 0.6 m into any required *setback*;
 - ii. The total combined length of all projections shall not exceed 40% of the length of each applicable facade on each Storey;
 - iii. A fence that complies with the Height restrictions of this Bylaw is allowed along any *lot line*, or between a *lot line* and a *permitted building* or *structure* for the purpose of establishing a barrier between any setback area;
 - iv. Stairs accessing a deck, porch or veranda may be located within a front setback, exterior side setback, or rear setback but shall not be located within any interior side *setback*;
 - v. *Structures* necessary to ensure that a *building* or *structure* and its facilities can be approached, entered, and used by persons with physical or sensory disabilities in accordance with the BC *building* Code, may project into any required front, rear or side *setback* provided that the *structure* is not closer than 0.3 m from any side *lot line*; and
 - vi. An uncovered patio or terrace no greater than 0.6 m above grade, which may be open or enclosed, may be sited in any portion of a *lot* except as otherwise provided for in this Bylaw;
 - vii. An uncovered swimming pool may project into a front, side or rear *setback* area provided that the pool shall not be constructed within 1.8 m of a *lot line*;
 - viii. A retaining wall to a maximum Height of 1.2 m may be sited on any portion of a *lot*.

4.14 Setback from Lot Line

- (a) Where a *zone* or regulation establishes a minimum or maximum *setback* for front, side or rear *lot line setbacks*, *buildings and structures* must be located outside of the minimum *setback*, or inside the maximum *setback*.
- (b) *setback* shall be determined in accordance with the following measurement guidelines in any *zone*:
- i. *setback* shall be the minimum distance between the closest point of a *building* or *structure* and the *lot line* measured perpendicular to the *lot line*.
 - ii. the minimum *setback* for *buildings and structures* in the *Airport Zone* shall be measured from the leasehold boundaries.
 - iii. Fences are exempt from *setback* unless a *setback* is specifically established in this Bylaw.

4.15 Sight Line Requirements at Intersections

- (a) For *corner lots*, nothing shall be constructed or maintained, nor shall any type of hedge be maintained or allowed to grow, exceeding a Height greater than 1.0 m above the *finished grade* of the *highway* or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the intersecting *lot lines* at a street corner and a line joining points along said *lot lines*:

PART 5: Establishment of Zones

1.1. Creation of Zones

- (a) The entire Village of Pemberton is divided into *zones*, the location of which is depicted on Schedule “A”, which is attached to and forms a part of this Bylaw.

5.1 Zone Boundaries

- (a) The official version of the zoning map shown as Schedule “A” is kept in electronic form in the Municipality’s GIS System. In the case of conflict between the contents of a paper document copy of the zoning map and the electronic form of the zoning map, the contents of the electronic version shall prevail.
- (b) Where a *zone* boundary follows a *highway, lane, railway, pipeline, power line, utility right-of-way, or easement*, it follows the centreline, unless otherwise clearly indicated on the zoning map;
- (c) Any dashed zoning boundary lines used in Schedule “A” must be interpreted as if they were solid lines.
- (d) Where a *lot* is divided by a *zone* boundary, the areas created by such division must be regulated based upon the requirements of each zoning boundary.
- (e) Where a *zone* boundary is shown as approximately following the edge, shoreline, or high-water mark of a river, lake, or other water body, it follows that line. In the event of change, it moves with the edge or shoreline;
- (f) Where a *zone* boundary is shown as approximately following a property line, it follows the property line;
- (g) Where a *zone* boundary is shown as approximately following a topographic contour line or a top-of-bank line, it follows that line;
- (h) In circumstances not covered above, the *zone* boundary shall be determined by the scale of the zoning map.
- (i) When any street is closed, the roadway *lands* have the same zoning as the abutting *land*. When abutting *lands* are governed by different *zones*, the centre of roadway is the *zone* boundary unless the *zone* boundary is shown clearly following the edge of the roadway. If the roadway is consolidated with an adjoining parcel, the parcel’s zoning designation applies to affected portions of the roadway.

5.2 Zone Names

- (a) The zoning boundaries, as shown on the Schedule A, are as follows:

Agricultural Zones	Abbreviation
<i>Agriculture 1</i>	A-1
<i>Rural Residential 1</i>	RR-1
Detached Residential Zones	
<i>Residential 1</i>	R-1
<i>Small Lot Residential 2</i>	R-2
<i>Duplex Lot Residential 3</i>	R-3

<i>Residential Country Inn</i>	RC-1
<i>Residential Manufactured Home Park 1</i>	MHP-1
<i>Multi-Family Residential Zones</i>	
<i>Multi-Family Residential 1</i>	RM-1
<i>Multi-Family Residential 2</i>	RM-2
<i>Residential Amenity 1 Zones, Sunstone</i>	
<i>Residential Amenity 1</i>	RSA-1
<i>Residential Townhouse Amenity 1</i>	RTA-1
<i>Residential Amenity 2 Zones, The Ridge</i>	
<i>Residential Amenity 2</i>	RSA-2
<i>Residential Townhouse Amenity 2</i>	RTA-2
<i>Commercial Zones</i>	
<i>Town Centre Commercial</i>	C-1
<i>Tourism Commercial</i>	C-2
<i>Portage Commercial</i>	C-3
<i>Service Commercial</i>	C-4
<i>Neighbourhood Pub Commercial</i>	C-5
<i>Industrial and Airport Zones</i>	
<i>Industrial Park</i>	M-1
<i>Resource Industrial</i>	M-2
<i>Airport</i>	AP-1
<i>Civic, Institutional, and Recreation Zones</i>	
<i>Public</i>	P-1
<i>Parks and Recreation</i>	PR-1
<i>Outdoor Recreation</i>	OR-1
<i>Education</i>	E-1

5.3 Comprehensive Development Zones

- (a) Comprehensive Development Zones shall be numbered in sequence, prefaced by “CD-“, and be attached to and form part of this Bylaw.

PART 6: GENERAL REGULATIONS

6.1 General Compliance

- (a) No person shall *use*, occupy or permit any person to *use* or occupy any *land*, *building* or *structure* in contravention of this Bylaw.
- (b) Nothing contained within this Bylaw relieves any person from the responsibility to seek and comply with other legislation applicable to that *use*, activity or other matter regulated under this Bylaw.
- (c) Every *use of land*, *buildings* or *structures permitted* in each *zone* shall conform to all the regulations of the applicable *zone* and all other regulations of this Bylaw.
- (d) A *use* is only *permitted* if lawfully established and ongoing in accordance with:
 - i. Any applicable conditions of *use*, as identified in each *zone*; and
 - ii. Such further general regulations applicable to the *use*, as identified throughout this Bylaw.
- (e) A *lot* shall not be created by *subdivision* unless such *lot* is equal to or greater than the minimum *lot* size and minimum *lot* width specified for the *zone* in which it is located in accordance with the zoning map, unless otherwise specified in this Bylaw.
- (f) A *building* or *structure* shall not be constructed, sited, moved or altered unless it complies with the following;
 - i. The General Regulations of this Bylaw; and
 - ii. All regulations and requirements specified for the *zone* in which it is located.
- (g) A *building* or *structure* shall not be constructed, sited, moved, or altered unless its *screening* requirements are provided as specified for the *zone* in which it is located, unless otherwise specified in this Bylaw.
- (h) A continuation of a non-conforming *use*, *building*, or *structure* shall be subject to the provisions of the *Local Government Act*.

6.2 General Prohibitions

- (a) Any *use of land*, *buildings* or *structures* not expressly *permitted* in this Bylaw is prohibited in every *zone*, and where a particular *use* is expressly *permitted* in one *zone*, such *use* is prohibited in every *zone* where it is not expressly *permitted*.

6.3 Uses Permitted in All Zones

- (a) Except as otherwise stated in this Bylaw, the following *land uses* are *permitted* in all *zones* subject to compliance with all regulations that apply to such *uses* under this Bylaw:
 - i. *accessory uses*, *buildings*, and *structures*, or works customarily incidental to a *permitted use*, provided they are located on the same *lot* or within the same strata plan as the *permitted use* and includes show homes and sales offices;
 - ii. *Community garden*, horticulture;
 - iii. Any approved environmental protection, restoration and enhancement project;
 - iv. Flood control works undertaken by a government agency;

- v. *Highway*;
- vi. Landscaping, landscape buffer, *screening, fence*;
- vii. *Park*;
- viii. Utility services, excluding offices, maintenance *garages* and storage areas;
- ix. Temporary *buildings, structures* or storage of materials to a maximum of one for an approved construction project on the same *lot* provided such temporary *buildings, structures* and storage areas are removed within thirty (30) days of the completion of the project;
- x. Temporary occupancy of a mobile home or recreational vehicle by an owner of a *lot* during construction of a *permitted residential dwelling* on the same *lot*, that is hooked up to a *community water* and *community sewer* system and approved by the Village of Pemberton;
- xi. Trails, subject to approval of the *Agricultural Land Commission* if located in the *Agricultural Land Reserve*;
- xii. Government Services;
- xiii. Ecological Reserves;
- xiv. Watershed Protection;
- xv. Filming; and
- xvi. *Places of Worship*.

6.4 Uses Prohibited in Zones

- (a) A person shall not keep or permit on any *lot* in any *zone*, any object or chattel which is unsafe, unsightly, or adversely affects the amenities of the *zone*. This includes but is not limited to dismantled or wrecked motor vehicles, and any excavation, stockpiling or storage of materials, explosives, flammable liquids, and diesel fuel and gasoline products, unless otherwise *permitted* in this *Bylaw*;
- (b) For greater certainty, the following *uses* are prohibited in all *zones* except where *permitted* for in this *Bylaw*:
 - i. A track for the racing of motor vehicles;
 - ii. The on-street parking of personal water craft and other watercraft trailers, campers, utility trailers and recreation vehicles;
 - iii. Storage of explosives, unless authorized by government agencies under the *Canada Explosive Act*; and
 - iv. A *use* involving the storage of scrap metal, disabled vehicles, disused items, or as an automobile salvage and wrecking yard;
 - v. *Short-Term Vacation Rental*;
 - vi. *Cannabis* Dispensary.
- (c) The following *uses and structures* are prohibited in all *residential, commercial, and civic use zones* except where *permitted* for in this *Bylaw*:
 - i. the slaughtering, rendering or processing of any fish or animal products or by-products;

- ii. barb wire fencing;
- iii. a shipping/cargo container or other form of container unless it is listed as a permitted *use* in the respective zone;
- iv. any *land use* which produces malodorous, toxic or noxious matter, or generates vibrations, heat, glare or radiation discernible beyond the boundaries of the *lot*;
- v. Recycling facility unless it is listed as a *permitted use* in the respective zone;
- vi. Refuse disposal site unless it is listed as a *permitted use* in the respective zone;
- vii. Waste transfer station unless it is listed as a *permitted use* in the respective zone;
- viii. *Resource processing*;
- ix. Gaming and gambling establishments, other than charity gaming;

6.5 **Subdivision of Land**

- (d) No *lot* shall be created by *Subdivision* that has less than the minimum dimensions and area established by this Bylaw.
- (e) No *lot* shall be created by *subdivision* that has less than 10% of its perimeter fronting on a Highway.
 - i. Notwithstanding the minimum frontage requirement, *Council*, or Council's delegate, may exempt parcels of *land* from the 10% minimum frontage requirement.
 - ii. Notwithstanding the minimum frontage requirement, the minimum frontage for *lots* of *land* in a cul-de-sac, may be less than 10% of the perimeter of the *lot*, provided that the minimum frontage is not less than 7.5 m and the width of the *lot* is not less than 10 m measured 5 m back in a perpendicular manner from the front *lot line*.
- (f) The consolidation of two (2) or more *lots* into a single *lot* is exempted from minimum *lot* size requirements in any *zone*.
- (g) The realignment of *lot lines* to adjust the boundaries between two (2) or more *lots* may be *permitted* provided that:
 - i. the number of new *lots* created by *subdivision* would be equal to or less than the number of *lots* that existed prior to the *subdivision*;
 - ii. the boundary change would not result in the creation of a *lot* having less than 80% of the area of any of the original *lots* for *lots* conforming to minimum *lot* size requirements;
 - iii. that the boundary change would result in equal parcel areas equivalent to the original *lots* for *lots* that do not conform to minimum *lot* size requirements.
- (h) Unless the pattern of existing *subdivision* precludes it, and unless it is impracticable, side *lot lines* shall be perpendicular or radial to the adjoining *highway*.
- (i) A *panhandle lot* shall not be created where the access strip is narrower than 10 m.

6.6 Undersized Lots

- (a) In each *zone*, all *lots* that have a lesser *lot* area, frontage or depth than required in this Bylaw, and that were lawfully created and registered at the BC Land Title Office prior to the date of adoption of this Bylaw, are hereby deemed conforming to the parcel dimension and size requirements of this Bylaw.

6.7 Conversion of Buildings or Structures

- (a) *Buildings* or *structures* may be converted, altered or remodeled for another *use*, provided that:
- i. The *Building* Official certifies that the *building* or *structure* is structurally suitable for such conversion;
 - ii. The converted *building* or *structure* conforms to all provisions and regulations of the *zone* in which the *lot* is located; and
 - iii. The parking requirements for the intended *use* are met.

PART 7: ADDITIONAL ZONING REGULATIONS FOR CERTAIN USES

7.1 Accessory Buildings or Structures and Uses

- (a) *Accessory buildings, structures or uses* shall comply with the following:
- i. An *accessory building or structure* shall not be situated on a *lot* unless the *permitted building or structure*, to which the *accessory building or structure* is incidental, has already been erected or will be erected simultaneously with the *accessory building or structure* on the same *lot*, with the exception of one *accessory building or structure* not exceeding 25 m² of *gross floor area*, used only for storage purposes;
 - ii. A *garage or carport* attached to a *permitted building or structure*, by an enclosed, heated area that is not more than five (5) metres in length, is deemed to be a portion of the *permitted building or structure*;
 - iii. *Land* comprising the common property in a strata plan may be used for purposes *accessory* and customarily incidental to permitted *uses* on the strata *lots* within the same strata plan. For the purposes of *accessory buildings or structures* that may be constructed on common property, the same *setback, building height, lot coverage* and other *building or structure* standards apply as those which apply to strata *lots* in the same *zone*;
 - iv. No part of an *accessory building or structure* shall be used for *residential use* purposes or *short-term vacation rental*, except as otherwise provided for in this Bylaw; and
 - v. No *accessory building* shall be located in the front yard except a *garage or carport*.
 - vi. Unless otherwise stated in this Bylaw, *accessory buildings and structures* shall comply with the following *lot line setbacks*:
 - a. *Rear lot line*: 1.5m
 - b. *Interior side lot line*: 1.5m
 - vii. *Accessory buildings* shall have the same *exterior side lot line setback* as the *principal building*.

7.2 Accessory Greenhouse

- i. On *lots* zoned for *residential uses* that are less than 0.4 Ha in area, the combined total area of greenhouses shall not exceed 25% of the *lot* area;
- ii. *Greenhouses* associated with *agriculture use* shall comply with the required *lot line setback* for *agriculture uses*;

7.3 Accessory Residential Dwellings

- (a) If an *accessory residential dwelling unit* is *permitted* in a *commercial, institutional or industrial zone*, the *accessory residential dwelling* shall comply with the following regulations:
- i. Only one (1) *accessory residential dwelling* is permitted per *commercial or institutional unit*;
 - ii. A maximum of four (4) *accessory residential dwelling units* per *lot* are

permitted in industrial zones.

- iii. An *accessory residential unit* shall not exceed 20% of the *gross floor area* of the *principal use*.

7.4 Agricultural Uses Permitted and Prohibited in the Agriculture Zone

- (a) Activities explicitly designated as *farm uses* pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are *permitted* in all *Agricultural Zones* within the *Agricultural Land Reserve*;
- (b) Unless an activity is explicitly designated a *farm use*, or *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, the *use* is prohibited unless approval has been granted by the *Agricultural Land Commission* for a *non-farm use* or is subject to Section 23(1) of the *Agricultural Land Commission Act*, and the *non-farm use* is *permitted* by this Bylaw;
- (c) Activities *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are explicitly identified as *permitted uses* within individual *Agricultural Zones*; for such activities, conditions of *use* apply in accordance with this Bylaw.

7.5 Agri-Tourism

- (a) *Agri-Tourism* shall be carried out only on *land* within the *Agricultural Land Reserve* and as a *use accessory* to an *agricultural use*.
- (b) The *use* shall be carried out on *land* that is classified as a *farm* under the *BC Assessment Act* and shall not use, construct or erect any permanent facilities for *Agri-Tourism* activities without an approved *non-farm use* application from the *Agricultural Land Commission* and a valid *building permit* for *assembly use*.
- (c) *Agri-Tourism* activities shall be temporary and seasonal and promote or market farm products grown, raised, or processed on the farm.
- (d) *Agri-Tourism* includes the following tourism related activities:
 - i. *Agri-tourism accommodation*
 - ii. An *agricultural heritage exhibit display*
 - iii. *Farm tour or farm operation demonstration*
 - iv. *Cart, sleigh or tractor rides on the land comprising the farm*
 - v. *Activities that promote or market livestock from the farm, (e.g. horseback rides, cattle show, petting zoo)*
 - vi. *Dog trials held at the farm (agility and stock dog events)*
 - vii. *Harvest festivals and other seasonal events (e.g. pumpkin patch, garlic festival or corn mazes) for the purpose of promoting farm products produced on the farm*
 - viii. *Accessory services or sales*
- (e) The following activities are specifically excluded:
 - i. *Bistros, Cafes and Restaurants*
 - ii. *Paint ball*

- iii. Dirt Bike/ATV trails
- iv. Mini-trains or model airplane runways
- v. Activities operated as a *commercial* business.

7.6 **Backyard Hen Keeping**

- (a) For *lots* on which backyard hen keeping is a *permitted*, the following regulations apply:
 - i. Backyard hen keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard hen keeping shall comply with regulations and conditions of *use* for Agriculture;
 - ii. A maximum of five (5) hens is *permitted* and no roosters are *permitted*; and
 - iii. An enclosure for the keeping of hens shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of hens shall:
 - i. Not be located within a front yard and within three (3) m of a *side* or *rear lot line*;
 - ii. Not occupy an area in excess of 10 m²;
 - iii. Not exceed a *height* of 2.5 m; and
 - iv. Be secured by electric fencing.
- (c) Backyard hen keeping shall not create a nuisance of any kind.
- (d) Backyard hen keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.7 **Backyard Bee Keeping**

- (a) For *lots* on which backyard bee keeping is a *permitted*, the following regulations apply:
 - v. backyard bee keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard bee keeping shall comply with regulations and conditions of *use* for Agriculture;
 - vi. An enclosure for the keeping of bees shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of bees shall:
 - vii. Not be located within a front yard and within three (3) m of a *side* or *rear lot line*;
 - viii. Not occupy an area in excess of 10 m²;
 - ix. Not exceed a *height* of 2.5 m; and
 - x. Be secured by electric fencing.
- (c) Backyard bee keeping shall not create a nuisance of any kind.
- (d) Backyard bee keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.8 **Bed and Breakfast**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast use per lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast use* is *accessory* to the *principal residential use*, occurs in the *principal* residence of the land owner, and operated by a full-time and present resident;
 - ii. A maximum of two (2) bedrooms in a *detached dwelling* are used for *bed and breakfast*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast* is required; and
 - iv. A *bed and breakfast use* cannot be combined with any other *home occupation*.
- (b) The area designated for *bed and breakfast use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A *bed and breakfast* shall not be combined with any other *tourism accommodation use*.
- (d) A valid Village of Pemberton business license is required.

7.9 **Bed and Breakfast Inn**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast inn use per lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast inn use* is *accessory* to the *principal residential use*, and operated by the full-time and present resident;
 - ii. A minimum of three (3) and a maximum of five (5) bedrooms in a *detached dwelling* are used for *bed and breakfast inn*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast inn* is required;
 - iv. A *bed and breakfast Inn use* cannot be combined with any other *home occupation*.
- (b) The area designated for *bed and breakfast inn use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A valid Village of Pemberton business license is required.

7.10 **Carriage Houses**

- (a) Where *permitted* in a *zone*, *carriage houses* shall be subject to the following regulations:
 - i. The distance between the *permitted dwelling unit* and the *carriage house* shall be a minimum of 3.0 m;

- ii. The *carriage house* shall be located on the second story or on the first story of a *detached accessory building*.
- iii. Notwithstanding any other regulation in a *zone*, *accessory buildings* with a *carriage house* may be constructed to a maximum *height* of 7.6 m.
- iv. The *gross floor area* of the *residential dwelling* in a *carriage house* shall not exceed 90 m²;
- v. A *carriage house* shall be connected to a community sewer system and a community water system; and
- vi. There shall be either an *accessory residential suite* or a *carriage house* located on the same *lot* as the *principal Residential dwelling unit*, but not both.

7.11 Compost Bins

- (a) Compost bins and composting shall:
 - i. Be located at least 3.0 m from any *lot line*; however, this *setback* may be reduced to 0.0 m when opaque *screening* is in place or a solid bin is in use; and
 - ii. Only consist of plant, plant-based material, or animal manure and shall not utilize any mechanized processes.

7.12 Farm Gathering for an Event

- (a) On *land* designated as farm under the *BC Assessment Act*, agricultural event gatherings are subject to the following regulations:
 - i. Permanent facilities are not to be constructed or erected in connection with the event;
 - ii. Parking for those attending the event shall be available on the farm, but shall not be permanent nor interfere with the farm's agricultural productivity;
 - iii. No more than 150 people, excluding residents and employees of the farm may be gathered on the farm at one time for the purpose of attending the event;
 - iv. The event shall be of no more than twenty-four (24) hours duration;
 - v. No more than ten (10) gatherings for an event of any type may occur on the farm within a single calendar year.

7.13 Farm Stands

- (a) For *zones* within which a farm stand is a *permitted use*, the farm stand shall:
 - i. Offer for sale food products grown and produced on the *land*, except on *lots* located within the *Agricultural Land Reserve* in accordance with the *agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002*;
 - ii. Roadside stands are *permitted* within a required *setback*; however, the *structure* shall not obstruct any vision or sight lines to and from a *highway*, driveway or *lane* and may need permission from the Ministry of Transportation and Infrastructure;
 - iii. Not occupy a *lot* area in excess of 10 m², except on *lots* located within the

Agricultural *Land Reserve* in accordance of the *Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002*;

- iv. Not exceed 2.5 m in *height*, and
- v. Not involve any external display or advertisement of the business other than a maximum of one non-illuminated sign, which shall not exceed 0.4 m² in area.

7.14 Fences, Screening and Retaining Walls

- (a) Except as otherwise specifically stated in this Bylaw;
 - i. The *height* of a fence or wall shall be measured to the highest point from, and perpendicular to, a line representing the average *natural grade* level at its base, including where a *fence* or wall is constructed above a retaining wall;
 - ii. The maximum *height* of a *fence* shall not exceed 1.2 m in a front yard and not more than 1.8 m on all other parts of a *lot* in a *residential zone*.
- (b) Notwithstanding paragraph (a) above;
 - i. the *fence height* may be increased to 2.0 m in a front yard provided transparent mesh is used for the portion of *fence* that is more than 1.2 m in *height*;
 - ii. the maximum *height* of a *fence* shall not exceed 2.5 m in any other *zone*;
 - iii. *Fences* used in association with recreational *uses*, such as playing fields, golf courses, driving ranges and tennis courts shall not be limited in *height*, provided such fences are constructed of materials that permit visibility, such as transparent mesh; and
 - iv. *Fences* may be constructed on any portion of a *lot*, including within a required *setback* area, except closed *fences* and *landscape screens* shall be less than 2.0 m in Height when sited in a required *setback* area from a *lot line* adjoining any *residential use*;
- (c) The *use* of barbed wire, razor wire, construction *fences* used as a permanent *fence*, electric current, or any hazardous material for fencing is prohibited within all *Zones* designated by this Bylaw, except where such fencing is required in conjunction with activities explicitly designated as farm *uses* pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation, 171/2002*.

7.15 Food Truck

- (a) *Food trucks* may be *permitted* in any non-*residential zone* and are subject to the following regulations:
 - i. *Food trucks* shall not occupy a *highway* for a period of more than eight (8) consecutive hours in any day.
 - ii. *Food trucks* shall not locate in manner that impedes pedestrian or vehicle traffic on a *highway*.
 - iii. The *food truck* operator shall have a valid and current business license issued by the Village of Pemberton and shall have a valid Vancouver Coastal Health Authority food service permit.

7.16 Home Occupation

- (a) In any zone in which a *home occupation use* is *permitted*, the following conditions shall be satisfied:
- i. The activities shall be conducted entirely within the *principal building* or *accessory building* except where such activity involves horticulture or a family day care.
 - ii. The *home occupation* shall not involve external structural alterations to the *dwelling unit* or show any exterior indications that the *dwelling unit* is being utilized for any purpose other than that of a *dwelling unit*.
 - iii. The *use* shall not involve the storing, exterior to the *building* or *buildings*, of any materials used directly or indirectly in the processing or resulting from the processing or any product of such craft or occupation.
 - iv. The *use* may involve the display and the sale of a commodity that is produced on the premises; however retailing of the commodity be *accessory* to the *home occupation use*.
 - v. The *use* within the *principal building* shall occupy no more than 20% of the *floor area* of the *principal building*, up to a maximum of 50 m², except in the A-1 Zone, it is *permitted* up to a maximum of 100 m².
 - vi. The *use* within one or more *accessory buildings* shall occupy a total of not more than 50 m².
 - vii. In no case shall the *gross floor area* of all *buildings* used for *home occupation use* exceed 50 m² on a parcel of *land*.
 - viii. The total display area of any outdoor advertising sign shall not exceed 0.4 m².
 - ix. Not more than the equivalent of two (2) full-time persons shall be engaged in a *home occupation*, one (1) of which shall be a resident of the *dwelling unit*.
 - x. The *use* shall provide parking in accordance with the requirements in the applicable *zone*.
 - xi. No automobile, boat, or other machinery servicing or repair is *permitted* as a *home occupation use*.
- b) In addition to the above, a *home occupations use* shall not discharge or emit the following across *lot lines*:
- i. odorous, toxic or noxious matter or vapours;
 - ii. heat, glare, electrical interference or radiation;
 - iii. recurring ground vibration; and
 - iv. noise levels that exceed any applicable noise regulations created by the Village of Pemberton.

7.17 Intermodal Storage Containers

- (a) *Intermodal storage containers* may be used for storage in *Agricultural, Industrial, Airport, Public, Parks and Recreation, and Outdoor Recreation Zones*. Where *permitted, intermodal storage containers* shall:
- i. be used for *accessory storage purposes* only;

- ii. be limited to a maximum two (2) per *lot* in *Agricultural, Public, Parks and Recreation, and Outdoor Recreation Zones*, and one per leasehold for the *Aerodrome use* at the *Airport*;
 - iii. not be reconstructed, altered or modified in any way to be used for living accommodation or human habitation for either personal or business purposes;
 - iv. not be used to store animals, trash, refuse, contaminated or hazardous materials;
 - v. not be stacked one upon another; or laid out in a row, unless authorized by a *Building Permit*;
 - vi. shall be placed on a hard, dust free surface pad area made with either concrete, asphalt or similar materials and shall not be permanently fixed to the ground;
 - vii. be used for temporary storage during the construction of a permitted *building* or *structure*, only when included in the Building Permit issued for the *principal building*;
 - viii. shall not occupy any required parking or loading spaces, or interfere with the circulation of motor vehicles or pedestrians;
 - ix. shall not be located in the front yard of a *lot*;
 - x. comply with the *setback* requirements for any *accessory buildings* or *structures* in the applicable *zone*;
 - xi. comply with all other applicable regulations contained within this Bylaw.
- (b) For the purposes of this Bylaw, railroad cars, truck vans, converted *manufactured homes*, travel trailers, cube vans, recreational vehicles, bus bodies, vehicles and similar prefabricated items *and structures* originally built for purposes other than storage are not *permitted* as *accessory storage buildings* or *structures*.

7.18 Mixed-Use Buildings

- (a) Where a *building* is used for a combined *commercial* and *residential use*, unless otherwise specified in the applicable *zone*, the *residential use* shall:
 - i. be contained in the same *building* as the at-grade *commercial use*; and
 - ii. have a separate entrance from the *commercial use*.
- (b) *Residential* and *commercial uses* shall not be mixed on the same *storey* unless expressly permitted in the applicable *zone*.

7.19 Outdoor Equipment Storage

- (a) *Outdoor equipment storage* is only *permitted* in accordance with the following requirements:
 - i. The yard is enclosed by durable fencing whereby stored materials are screened from adjacent properties with significant buffering or a dark mesh/slat insert;
 - ii. All storage areas shall be of a hard (i.e. paved or compacted/treated) dust-free surface; and

- iii. Site drainage shall not negatively impact adjacent properties or watercourses.

7.20 Retaining Walls

- (a) In a *residential zone*, a single retaining wall shall:
 - i. Not exceed a Height of 1.2 m measured from the average *natural grade* level at its base; and
 - ii. Not be located within 0.6 m, measured horizontally, of any other retaining wall.

7.21 Screening

- (a) Where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic* or Comprehensive Development Zone, and where such a *development* shares a *lot line* with an adjacent *lot* that is either:
 - i. Within a *residential zone*; or
 - ii. Occupied with a *residential use*;

the owner shall provide *screening* along such *lot line*. The *screening* shall be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there is no maximum *height*.

- (b) Notwithstanding the paragraph (a) above, *screening* will not be required along the shared *lot line* in cases where:
 - i. A *building* or *structure* is built on the *lot line*; or
 - ii. A *residential use* is developed on a *lot* that is Zoned *commercial, industrial, or Community* at the time of adoption of this Bylaw.
- (c) Notwithstanding paragraph (a) above, where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic* or Comprehensive Development zone and where such a *lot* is separated by a *lane* from a *lot* that is:
 - i. within a *residential zone*; or
 - ii. occupied with a *detached, duplex, or townhouse residential dwelling*;

the owner shall provide *screening* along the entire *lot line* abutting the *lane*. The *screening* shall be not less than 1.8 m in *height* nor more than 2.0 m in *height*, except where the *screening* consists 100% of plant material, in which case there is no maximum *height*,

- (d) Where a *lot* in a non-agricultural zone is developed; the owner shall provide *screening* along the entire length of any *lot line* adjoining *land* in the *Agricultural Land Reserve*. The *screening* shall be designed to minimize any potential *land use* conflicts with the *permitted agricultural use*. The *screening* shall not be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there shall be no maximum *height*.
- (e) Notwithstanding paragraph (a), (b) and (c) above, *screening* will not be required for the points of *motor vehicle* ingress and egress and for a distance of 3.0 m on either side of the points of ingress and egress; and
- (f) *Screening*, where required by this Bylaw, shall be maintained at all times by the

owner of the *lot* on which they are required.

7.22 Secondary Suites

- (a) *Secondary suites* are *permitted* only in *detached dwelling units* and are *accessory* to the *principal residential use*.
- (b) Unless a *zone* specifically provides for otherwise, only one (1) *secondary suite* is *permitted* on a *lot*;
- (c) A *secondary suite* shall not have more than two (2) bedrooms.
- (d) Where a *lot* is not serviced by the municipal community sewer system, written confirmation from the applicable licensing body that the capacity of the sewer system will not be compromised by the presence of a *secondary suite* is required.
- (e) In *detached dwellings*, *accessory residential dwelling* shall have a total *gross floor area* of not more than 90 m² and shall have an area less than 40% of the habitable *gross floor area* of the *detached dwelling unit*.
- (f) *Secondary suites* shall not be subdivided or strata-titled from the *building* or *structure* of which it is part.
- (g) One off-street parking space in addition to those required for the *permitted use* shall be provided per *secondary suite*.

7.23 Short-Term Vacation Rental

- (a) Where *permitted* in a *zone*, *short-term vacation rental use* shall be subject to the following regulations:
 - i. *Short-term vacation rental* is only *permitted* in a lawful *dwelling unit* that is a *principal residence*, or a *secondary suite*, but not both.
 - ii. *Short-term vacation rental* is not *permitted* in an *accessory building* or vehicle, recreation vehicle, tent or trailer, other than a *carriage house*.
 - iii. Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of six (6) guests.
 - iv. One (1) off-street parking space shall be provided for each bedroom used as *short-term vacation rental*.
 - v. Any person intending to operate a *short-term vacation rental* shall hold a valid and current business license from the Village of Pemberton.

7.24 Subdivision to Provide a Residence for a Relative

- (a) The minimum size for a *lot* that may be *subdivided* shall be that prescribed under the *Local Government Act*.

7.25 Subdivision of Lots Separated by Roads or another Lot

- (a) Notwithstanding the minimum *lot* area provisions of each *zone*, where a portion of a *lot* is physically separated from the remainder of the *lot* by a *highway* or another *lot*, which separation was in existence as of the date of adoption of this Bylaw, the physically separated portion may be subdivided from the remainder of the *lot* provided that:

- i. the *highway* or other *lot* is used as the Subdivision boundary;
- i. if the *lot* lies in the *Agricultural Land Reserve*, the approval of the *Agricultural Land Commission* has first been obtained; and
- ii. no *lot* created pursuant to this section shall be less than 1 Ha in area where connection to a *community water system* is not available and 0.4 Ha in an area where *community water system* connections are made to each *lot*.

7.26 Temporary Use Permits

- (a) Temporary *commercial* and *industrial uses* may be allowed under Section 493 of the Local Government Act within all *commercial* and *industrial zones*.
- (b) In considering the issue of a *Temporary Use Permit*, the Council or its delegate shall consider the following:
 - i. Whether the proposed *use* is consistent with the Official Community Plan designation for the *land*;
 - i. Whether the proposed *use* is consistent with any other relevant Village of Pemberton policies.
 - ii. In the case of any proposed *use* that is not consistent with any such plan or *Council* policy, the nature and extent of any community benefit from the *use*;
 - iii. Whether the proposed *use* is of a temporary nature or whether it would be more appropriate for the Village to consider permitting the *use* by rezoning;
 - iv. The suitability and compatibility of the proposed *use* with the surrounding area, including its operation, function, appearance and intensity of *use*; and
 - v. The impact of the proposed *use* on the operation of adjacent *uses*, including future *land uses permitted* by the Zoning Bylaw and designated by the Official Community Plan.

7.27 Temporary Buildings or Structures During Construction

- (a) A temporary *building* or *structure* may be temporarily placed on a *lot* during construction of a *detached dwelling* on the same *lot*, for a period not to exceed the duration of the expiry of the *Building Permit*, or construction completion, whichever is less.
- (b) An owner of a *lot* may use a *mobile home* or *recreational vehicle* (RV) while in the process of constructing a *detached dwelling* on the same *lot*, provided that all of the following conditions are met:
 - i. the *mobile home* or RV occupancy shall not commence until a *Building Permit* has been issued for the construction of a *detached dwelling* located on the same *lot*;
 - ii. the period of mobile home or RV occupancy shall not extend beyond the life of the *Building Permit*;
 - iii. occupancy of the mobile home or RV shall cease within thirty (30) days of the date upon which occupancy is granted for the newly constructed *detached dwelling*;
 - iv. sewage shall be disposed of at approved off-site locations, or if it is disposed of on-site, in a location and manner that is *permitted* by the jurisdiction having

- authority or hooked into a community sewer system;
- v. the mobile home or RV shall not be located closer than 4.5 m to any *lot line*;
 - vi. no extensions to the *building* permit or the temporary occupancy are *permitted*, without the expressed approval of the *Building Official*;
 - vii. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling* or render it uninhabitable to the satisfaction of the Building Official following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - viii. The covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with. If the funds are forfeited the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant.

7.28 Temporary Use of an Existing Detached Dwelling Unit During Construction

- (a) Despite a restriction under this Bylaw on the number of *dwellings permitted* on a *lot*, an owner of a *lot* which already has an existing *detached residential dwelling unit* located on it, while in the process of constructing a new *detached residential dwelling unit* and with an approved Building Permit on the same *lot*, may continue to occupy the existing *detached residential dwelling unit* during construction of the new *detached residential dwelling unit*, subject to the following conditions being met:
 - i. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling unit* or render it uninhabitable to the satisfaction of the Building Official following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - ii. when a covenant is required in accordance with subparagraph i., the covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with, in which case the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant; and
 - iii. that the actions required by covenant under Subparagraph i) shall be completed within a maximum time period of two (2) years from the date of issuance of the Building Permit to completion and occupancy of the new *detached dwelling unit*, and that this time period shall be specified in the covenant.

7.29 Above-Ground Swimming Pools, Spas and Hot Tubs

- (a) Where a *residential use* is *permitted*, an above ground swimming pool, spa or hot tub is *permitted* as an *accessory use*, in accordance with the following provisions:
- i. any above ground swimming pool, spa or hot tub shall not be located within 7.5 m of a front *lot line* or within a required side or rear *lot line setback*;
 - ii. above ground pools shall have a maximum *height* of 2.5 m;
 - iii. swimming pools shall be enclosed in a *structure* or surrounded by a fence not less than 1.5 m and not more than 1.8 m in *height*, designed to prevent climbing, and where equipped with gates, be operated by hinges and a lock and be able to be opened freely only from the inside; and
 - iv. the combined area of the swimming pools, spa or hot tub shall not exceed 15% of the total *lot* area.

PART 8: Parking and Loading Requirements

8.1 Off-Street Parking General Requirements

- (a) Minimum off-street parking spaces and facilities shall be provided in accordance with the following table below and the requirements of this section. Where a specific *use* is not identified, a similar *use* to one listed in the following table shall be selected as an applicable standard;
- (b) Parking stalls may be provided as off-street parking, or as cash-in-lieu of parking payments for on-street parking as set out below in this Bylaw;
- (c) When off-street parking is required, a plan of the proposed parking arrangement, drawn at a reasonable scale, showing the off-street parking spaces and access driveways shall be part of the site plan submitted as a part of the application package, if this is not possible then it shall be filed with the Building Official prior to issuance of a Building Permit;
- (d) Where the calculation of required off-street parking spaces results in a fractional number, the number of required spaces shall be the nearest whole number above that calculation;
- (e) Where a *building* or *structure* or a *lot* contains more than one (1) function or *use*, the required number of parking spaces shall be the total sum of the requirements for each function or *use*;
- (f) Where seating accommodation is the basis for a *unit* of measurement and consists of benches, pews, booths or similar seating accommodation, each 0.5 m² of seating area shall be deemed to be one seat;
- (g) All Multiple *unit residential*, and *mixed-use residential* and *commercial development* shall provide bicycle parking at a rate of 20% of the required vehicle parking;
- (h) All Multiple *unit residential*, *mixed-use residential* and *commercial developments* requiring at least ten (10) parking spaces shall provide one (1) electric vehicle for every ten (10) parking stalls required, which is readily accessible for charging a vehicle in a required parking space;
- (i) For any *use* required to be accessible to persons with a disability by the BC Building Code, a minimum of one (1) parking space for a person with a disability shall be provided;
- (j) Where ten (10) or more parking spaces are required by this Bylaw, the required spaces shall be accessible to persons with a disability, as outlined in the table below;

Total Required Parking Stalls	Required Number of Disability Parking Spaces
10-20	1
21-50	2
81-110	4
111-140	6
141-170	8

- (k) The parking requirements established in this section do not apply to a *building* or

structure or use existing prior to the adoption date of this Bylaw, provided there is no change, expansion or addition to the *building* or *structure* or *use* that requires more parking spaces than were required for the existing *building* or *structure* or *use* when this Bylaw was adopted. If there is an expansion or addition to an existing *use* or *building* or *structure*, then the provisions of this section apply to the expansion or addition; and

- (l) For the purposes of this Bylaw the required parking spaces have been broken into the following categories of *uses*:
 - i. *Residential*;
 - ii. *Commercial*;
 - iii. *Industrial*;
 - iv. *Civic*.

8.2 Measurement

- (a) For the purposes of Part 8 Parking and Loading Requirements, in this Bylaw, units of measure shall be interpreted as follows:
 - i. where the sum of the calculation of the required total stall or special stall designation results in a fraction, the required stalls are to be the next higher whole number if the fraction is 0.5 or greater, and the next lower whole number if less than 0.5.

8.3 Residential Vehicular Parking Requirements

Apartment Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 1.75 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 per <i>dwelling unit</i>
Detached Dwelling <i>Detached Dwelling Unit</i> <i>Duplex</i> <i>Bed and Breakfast</i> <i>Bed and Breakfast Inn</i> <i>Secondary Suite</i> <i>Short-Term Vacation Rental</i> <i>Manufactured Home</i>	2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> +1 per available bedroom +1 per available bedroom +1 per <i>unit</i> +1 per available bedroom 2 per <i>dwelling</i>
Townhouse Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 spaces per <i>dwelling unit</i>

8.4 Commercial Vehicular Parking Requirements

<i>Veterinarian Clinic</i>	1 space per 35 m ² of GFA
Financial Institution	1 space per 20 m ² of GFA
Campground	1 space per campsite 0.25 spaces per campsite site visitor parking
Liquor Primary Establishment	1 space per 4 seats
Gas Station	1.25 spaces per 50m ² of GFA
Golf Course (excludes Restaurant/lounge)	4 spaces per hole and 1 per 2 employees
<i>Golf Course Driving Range</i>	1 space per tee
Fitness Centre	1 space per 20 m ² of GFA plus .25 per employee
Automotive Sales	1 space per 70 m ² of GFA space
<i>Tourism Accommodation</i>	1 space per room plus 1 space per 4 seats for any <i>Restaurant</i> or <i>Bar</i>
Laundromat	1 space per 4 washing machines
Personal Service Establishment	1 space per 28m ² of GFA
Neighbourhood Pub	1 space per 4 seats
Nurse/Garden Supply	1 space per 15 m ² of GFA
Office – Medical and Dental	4 spaces per dentist/doctor
Office – All Other	1 space per 28 m ² of GFA
<i>Restaurant, Food Primary Establishment</i>	1 space per 4 seats
<i>Retail Store</i>	1 space per 28 m ² of GFA
Liquor Store, <i>Private Liquor Store</i>	3.25 per 140 m ² of GFA
Neighbourhood <i>Commercial</i>	.25 per 100 m ² of GFA

8.5 Industrial Parking Requirements

General Industrial	
Manufacturing	1 space per 93 m ² of GFA ¹
Service and/or Repair	1 space per 50 m ² of GFA
Warehousing or Storage	1 space per 106 m ² of GFA
Wholesale Bakery	1 space per 93 m ² of GFA
Catering	1 space per 93 m ² of GFA
Laboratory	1 space per 50 m ² of GFA
Radio, Television or Recording	1 space per 50 m ² of GFA
Equipment Rental and Repair	1 space per 28 m ² of GFA
<i>Accessory Retail</i>	1 space per 28m ² of GFA
Brewery, Cidery, Distillery or Winery	1 space per 100 m ² of GFA
Cold Storage	1 space per 100 m ² of GFA
Aggregate Processing	.75 per employee
<i>Building Supply</i>	1 space per 20m ² retail Floor Area
Car Wash	2 stacking spaces per wash bay
Cannabis Production	1 space per 93 m ² of GFA

8.6 Civic, Institution, and Recreation Parking Requirements

All Community uses (unless listed)	1 space per 37 m ² of GFA
Places of Worship	1 space per 8 seats
Day Care	1 space per employee
School	
Elementary	2 spaces per classroom
Secondary	5 spaces per classroom
Craft or Vocational	5 spaces per classroom
Indoor Recreation	1 space per 20 m ² of GFA

Outdoor Recreation	?
Industrial Composting	.75 per employee
Recycling	.75 per employee

8.7 Affordable and Rental Housing Parking

- (a) Where a multiple family *building* is subject to a Housing Agreement for the provision of affordable purchased or rental housing, the parking ratios may be reduced by 0.25 stalls per *unit*.

8.8 Cash-in-Lieu of Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or a new *development* that would result in an increase in the number of required parking spaces, cash in lieu may be paid to the *Municipality* by the owner or occupier of the *land* subject to the following requirements:
- i. the cash-in-lieu of parking payments collected will be placed into the Municipal parking Reserve Fund; and
 - ii. if Cash-in-lieu is to be provided it shall be in accordance with the following table, which represents 2018 dollars, and adjusted in accordance with Subparagraph iii);

\$9,100.00

- iii. the cash-in-lieu amount shall be adjusted for inflation each year beginning in 2018, according to the British Columbia Consumer Price Index, annual average for “all items”, as published by BC Stats each January.

8.9 Parking for Persons with a Disability

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

8.10 Tandem Parking

- (a) Tandem parking in a *garage* is *permitted* only in *dwelling units* with a floor area of less than 110 m².

8.11 Off-Street Parking Design Criteria, Development and Maintenance

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

Angle of Parking	Parking Space Width	Parking Space Length	Drive Aisle Width
30	3.05 M	6.10 M	3.50 M
45	3.05 M	6.10 M	4.20 M
60	3.05 M	6.10 M	5.60 M
90	3.05 M	6.10 M	6.40 M
Parallel	2.60 M	6.70 M	6.40 M

- (b) Where three or more parking spaces are required, 33% of the required parking spaces may be reduced to 4.6 m in length provided that such spaces are clearly marked **small vehicle only** within the parking space or on the facing wall or fence, if available;
- (c) Despite the minimum required dimensions for parking spaces in paragraph (a), all parking spaces for persons with a disability shall be a minimum of 4 m in width;
- (d) Where any required parking space abuts, along its length any portion of a Fence, *building* or *structure*, the minimum parking space width shall be increased by 0.3 m for that space only;
- (e) Except for *residential uses*, *Highway* access or egress from parking areas shall be not less than 15 m from the nearest point of intersection of any two Highways;
- (f) The required parking spaces are not *permitted* to be located within 1 m of a *lot line* adjoining any Highway;
- (g) All parking areas shall be provided with adequate curbs to retain all *motor vehicles* within such *permitted* parking area and to ensure that adjacent *buildings* or *structures*, *fences*, walkways and landscaped areas are protected from the parked *motor vehicles*;
- (h) The maximum grade and cross slope for a parking space or parking area required by this Bylaw shall not exceed 8%;
- (i) Each parking stall shall be surfaced with asphalt, concrete, or permeable drivable surface, such as but not limited to the following: including:
- i. porous pavers;
 - ii. cobblestones;
 - iii. turf block;
 - iv. honeycomb grid; or
 - v. crushed gravel.
- (j) All parking areas required for *commercial*, *multiple-family dwelling*, and *industrial uses* shall include one or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;

- (k) If any lighting is used to illuminate any parking area it shall be arranged to direct light upon such parking area and not onto any adjoining *lots* or *lands*;
- (l) That portion of any *lot* used as a driveway from the *lot line* to a required parking area shall not exceed a grade of 20%;
- (m) All the required parking spaces for all *uses* shall be located on the same *lot* as the *uses* they serve;
- (n) Each parking area shall be graded and drained in accordance with best engineering practices. In no case shall drainage be allowed to cross a sidewalk;
- (o) Within any *commercial* or *industrial zone*, *off-street parking* areas shall not be located within 60 m of a *lot line* of any *lot* that adjoins a *residential zone*; and
- (p) The access to all *off-street* parking from a *highway* shall not be less than 6 m and not more than 9 m wide.

8.12 Off-Street Loading Requirements

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

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

- (b) A minimum of one off-street loading space shall be provided on each *lot* in a *commercial, mixed-use, industrial* or *community use zone*;
- (c) Off-street loading spaces shall not be credited against the requirements for any off-street parking;
- (d) Each off-street loading space involving the receipt and delivery of goods or materials by vehicles shall be not less than 3 m wide, 9.2 m in length and have a vertical clearance of not less than 4.3 m;
- (e) Each off-street loading space shall always have access to an aisle that intersects with a Highway;
- (f) Each off-street loading space shall be surfaced with asphalt, concrete, or similar hard surface to provide a durable, dust-free surface, and shall be graded and

drained to properly dispose of all surface water;

- (g) Any lighting used to illuminate any loading area shall be so arranged to direct light upon such parking area and not onto any adjoining *lands* or *lots*.
- (h) Loading areas shall include one (1) or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;
- (i) The loading requirements established in this section do not apply to any *use* or a *building* or *structure* that existed prior to the adoption date of this Bylaw. However, if there is an expansion or addition to an existing *use*, *building* or *structure* then the provisions of this section apply to such expansion or addition.

8.13 Alternative to Off-Street Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or new *development* that would result in an increase in the number of required parking spaces, the additional required off-street parking spaces may be located on a *lot* other than that upon which the *use*, *building* or *structure* intended to be served are located, provided the off-site parking is secured by an agreement which shall include the following:
 - i. the location and number of parking spaces provided off-site,
 - ii. the terms of any lease or rental agreement between the owner of the off-site parking area and the owner of the *building*, *structure* or *use* requiring off-site parking spaces, and
 - iii. terms for the maintenance and where applicable the construction of the off-site parking area;
 - iv. The agreement shall require the approval of the Municipality and the Municipality shall be a co-signatory; and
- (b) All costs associated with preparing the agreement shall be paid by the owner of the *use*, *building* or *structure* that the off-site parking spaces are intended to serve.

PART 9: ZONING BOUNDARIES AND REGULATIONS

9.1 Zones

- (a) *Zones*, as shown on Schedule A which is attached to and forms part of this Bylaw have the following the regulations assigned to each *zone* as outlined in the following parts.

PART 10: Agricultural Zones

10.1 Agriculture 1 (A-1)

The Agriculture 1 Zone provides for the use of *land, buildings and structures* for *agricultural, residential, and accessory uses* on *land* within the *Agricultural Land Reserve*.

10.1.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Agri-Tourism*
- (c) *Agri-tourism Accommodation*
- (d) *Cannabis, Production Facility*
- (e) *Dwelling, Detached*
- (f) *Farm Stands*
- (g) *Gathering for an Event*
- (h) *Riding Academy*

10.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Bed and Breakfast Inn*
- (c) *Dwelling Detached, for Farm Help*
- (d) *Home Occupation*
- (e) *Secondary Suite*
- (f) *Storage, Intermodal Storage Containers*
- (g) *Temporary Farm Worker Housing*

10.1.3. Conditions of Use

- (a) *Bed and Breakfast Inn use:* The maximum number of bedrooms in a *Bed and Breakfast Inn* in the ALR is four (4).
- (b) *Farm House:* The maximum *gross floor area* of a farm house shall not exceed 350 m².
- (c) *Dwelling, Detached:* On *lots* greater than 4 Ha, a second *detached dwelling* for farm help is *permitted*.
- (d) *Temporary Farm Worker Housing:* Temporary Farm Worker Housing shall not exceed 100 m².

10.1.4. *Lot Regulations*

- (a) Minimum *lot* Size: 2 Ha

10.1.5. *Building Regulations*

a) Minimum Front <i>Setback</i> :	7.5m
b) Minimum Rear <i>Setback</i> :	7.5m
c) Minimum Interior Side <i>Setback</i> :	7.5m
d) Minimum Exterior Side <i>Setback</i> :	7.5m
e) Maximum Building Height (principal dwelling, detached):	10.5m
f) Maximum <i>Building</i> Height (Farm & accessory)	Nil

10.2 Rural Residential 1 (RR-1)

The Rural Residential 1 Zone provides for the use of land, buildings and structures for agricultural, Residential, and accessory uses on land outside the Agricultural Land Reserve.

10.2.1. Permitted Principal Uses

- (a) Agriculture
- (b) Dwelling, Detached
- (c) Farm Stands
- (d) Resource Extraction
- (e) Riding Academy

10.2.2. Permitted Accessory Uses

- (a) Bed and Breakfast
- (b) Bed and Breakfast Inn
- (c) Home Occupation
- (d) Secondary Suite
- (e) Storage, Intermodal Storage Containers

10.2.3. Lot Regulations

- (b) Minimum Lot Size: 2 Ha

10.2.4. Building Regulations

a) Minimum Front <i>Setback</i> :	7.5m
b) Minimum Rear <i>Setback</i> :	7.5m
c) Minimum Interior Side <i>Setback</i> :	7.5m
d) Minimum Exterior Side <i>Setback</i> :	7.5m
e) Maximum <i>Building Height (Principal)</i> :	10.5m
f) Maximum <i>Building Height (Accessory)</i> :	10.5m

PART 11: Residential Zones, Detached

11.1 Residential 1 (R-1)

The Residential 1 (R-1) Zone is intended to accommodate single *detached dwellings* within residential neighbourhoods.

11.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

11.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

11.1.3. Lot Regulations

a) Minimum Lot Size:	700 m ² .
b) Minimum Lot Width:	18 m

11.1.4. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	5 m
d) Minimum Interior Side Setback:	1.5 m
e) Minimum Exterior Side Setback:	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum Building Height, Principal:	10.5m
j) Maximum Building Height Accessory	4.6m

11.2 Residential 2, Small lot (R-2)

The Small Lot Residential Zone is intended to accommodate *single detached dwellings* on small lots within *residential* neighbourhoods.

11.2.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

11.2.2. Permitted Accessory Uses

- (a) Home Occupation

11.2.3. Lot Regulations

a) Minimum lot Size:	350 m ² .
b) Minimum lot Width:	12 m

11.2.4. Building Regulations

a) Minimum Principal Building Width	6 m
b) Minimum Front <i>Setback</i> :	6 m
c) Minimum Rear <i>Setback</i> :	5 m
d) Minimum Interior Side <i>Setback</i> :	1.5 m
e) Minimum Exterior Side <i>Setback</i> :	2.7 m
f) Maximum Lot Coverage:	50%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	1
i) Maximum <i>Building Height, Principal</i> :	Two (2) Storeys
j) Maximum Building Height, <i>Accessory</i>	4.6 m

11.3 Residential 3, Duplex Lot (R-3)

The *Residential, Duplex Lot 3 (R-3) Zone* is to accommodate *single detached dwellings*, *stacked duplex*, and *side-by-side duplex dwellings* on *lots* within *residential* neighbourhoods.

11.3.1. Permitted Principal Uses

- (a) *Dwelling, Duplex*
- (b) *Dwelling, Detached*

11.3.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

11.3.3. Conditions of Use

- (a) *Secondary Suite and Short-Term Vacation Rental uses* are permitted only in *single detached dwelling units*.
- (b) *Side by side duplex buildings* shall only be *permitted* on *lots* with the following minimum dimensions:

a) Minimum Lot Size:	1,050 m ²
b) Minimum Lot Width:	27 m

11.3.4. Lot Regulations

a) Minimum Lot Size:	700 m ²
b) Minimum Lot Width:	18 m

11.3.5. Building Regulations

a) Minimum Principal building Width	7.6 m
b) Minimum Front <i>Setback</i> :	6 m
c) Minimum Rear <i>Setback</i> :	5 m
d) Minimum Interior Side <i>Setback</i> :	1.5 m
e) Minimum Exterior Side <i>Setback</i> :	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum Building Height, Principal:	10.5 m

j) Maximum Building Height Accessory	4.6 m
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11.4 Residential Country Inn (RC-1)

The *Residential Country Inn (RC-1) Zone* is to accommodate *single detached dwellings* that provide for *tourism accommodation uses* in both *Bed and Breakfast Inns* and *Short-Term Vacation Rentals*.

11.4.1 Permitted Principal Uses

- (a) *Dwelling, Detached*

11.4.2 Permitted Accessory Uses

- (a) *Bed and Breakfast Inn*
 (b) *Home Occupation*
 (c) *Secondary Suite*
 (d) *Short-Term Vacation Rental*

11.4.3 Lot Regulations

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

11.4.4 Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front <i>Setback</i> :	6 m
c) Minimum Rear <i>Setback</i> :	5 m
d) Minimum Interior Side <i>Setback</i> :	1.5 m
e) Minimum Exterior Side <i>Setback</i> :	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum Building Height, Principal:	10.5 m
j) Maximum Building Height, Accessory	4.6 m

11.5 Residential Manufactured Home Park 1 (MHP-1)

The Residential Manufactured Home Park 1 Zone is to accommodate *Manufactured and Mobile Home Dwellings* in a residential setting.

11.5.1 Permitted Principal Uses

- (a) *Dwelling, Manufactured Home*
- (b) *Dwelling, Mobile Home*

11.5.2 Permitted Accessory Uses

- (a) *Home Occupation*

11.5.3 Density Regulations

- (a) Maximum Density: 20 units per Hectare

11.5.4 Lot Regulations

a) Minimum Lot Size:	5,000 m ²
b) Minimum Lot Width:	100 m

11.5.5 Building Regulations

a) Minimum Front Setback:	7.5 m
b) Minimum Rear Setback:	4.5 m
c) Minimum Interior Side Setback:	4.5 m
d) Minimum Exterior Side Setback:	4.5 m
e) Maximum Number of Accessory Buildings:	1 per unit
f) Maximum Building Height, Principal:	7.6 m
g) Maximum Building Height, Accessory	4.6m

PART 12: Residential Zones, Multi-Family

12.1 Residential, Multi-Family 1 (RM-1)

The Multi-Family 1 (RM-1) Zone is to provide for Residential Townhouse and Row House communities.

12.1.1. Permitted Principal Uses

- (a) Dwelling, Detached
- (b) Dwelling, Duplex
- (c) Dwelling, Townhouse
- (d) Dwelling, Row House

12.1.2. Permitted Accessory Uses

- (a) Home Occupation

12.1.3. Density Regulations

- (a) Maximum Density: 25 units per Hectare

12.1.4. Lot Regulations

a) Minimum Lot Size:	700 m ²
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12.1.5. Building Regulations

a) Minimum Front Setback:	6 m
b) Minimum Rear Setback:	7.5 m
c) Minimum Interior Side Setback:	4 m
d) Minimum Exterior Side Setback:	7.5 m
e) Maximum Building Height, Principal:	10.5 m
f) Maximum Building Height, Accessory	4.6 m

12.2 Residential, Multi-Family 2 (RM-2)

The Multi-Family Residential 2 Zone is to provide for Multi-Family Apartment and Townhouse dwelling units.

12.2.1. Permitted Principal Uses

- (a) Dwelling, Apartment
- (b) Dwelling, Detached
- (c) Dwelling, Duplex
- (d) Dwelling, Townhouse
- (e) Dwelling, Row House

12.2.2. Permitted Accessory Uses

- (a) Home Occupation

12.2.3. Density Regulations

- (a) Maximum Density: 1.5 FAR

12.2.4. Lot Regulations

a) Minimum Lot Size:	939 m ²
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12.2.5. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	7.5 m
d) Minimum Interior Side Setback:	4 m
e) Minimum Exterior Side Setback:	7.5 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

PART 13: Residential Amenity 1 Zones (Sunstone)

13.1 Residential Amenity 1, Sunstone (RSA-1)

The Residential Amenity 1, Sunstone (RSA-1) Zone is to accommodate *Single detached and Duplex Dwellings*, on lots within the Sunstone Hillside Neighbourhood.

13.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

13.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Carriage House**
- (c) *Home Occupation*
- (d) *Secondary Suite*
- (e) *Short-Term Vacation Rental*

13.1.3. Conditions of Use

- (a) Either a *secondary suite use*, or a *carriage house use*, is permitted as an *accessory use* on a lot, but not both uses on the same lot.
- (b) The minimum lot sizes as a base density are as follows:
 - i. Single Residential Dwelling 20,000 m²
 - ii. Bed and Breakfast 20,000m²
- (c) The minimum lot size where the requirements identified in Section 302B.2 (c) have been fulfilled are as follows:
 - i. Single Residential Dwelling 930 m²
 - ii. Bed and Breakfast 930 m²
- (d) The densities may be increased from the requirements identified in Section 13.1.3 (b) to the requirements identified in Section 302.3(c) providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot, payable either:
 - i. in a cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.1.4. *Lot Regulations*

a) Minimum <i>Lot Size</i> :	930 m ²
b) Minimum <i>Lot Width</i> :	7.6 m

13.1.5. *Building Regulations*

a) Minimum Principal Building Width	7.6 m
b) Minimum Front <i>Setback</i> :	5 m
c) Minimum Rear <i>Setback</i> :	5 m
d) Minimum Interior Side <i>Setback</i> :	1.5m
e) Minimum Exterior Side <i>Setback</i> :	3 m
f) Maximum <i>Lot Coverage</i> :	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Accessory</i>	4.6 m
k) Maximum <i>Building Height</i> Carriage Home	Two (2) Storeys

13.2 Residential Townhouse Amenity 1, Sunstone (RTA-1)

The *Residential Townhouse Amenity 1, Sunstone (RTA-1) Zone* is to provide for *Small lot* and *Residential Townhouse* development at the Sunstone Neighbourhood.

13.2.1. Permitted Principal Uses

- (a) *Dwelling, Detached*
- (b) *Dwelling, Townhouse*

13.2.2. Permitted Accessory Uses

- (a) *Home Occupation*

13.2.3. Conditions of Use:

- (a) The minimum lot sizes as a base density are as follows:
 - i. *Detached Dwelling* 20,000 m²
 - ii. *Townhouse* 20,000 m² per unit
- (b) Where the requirements identified in Section 13.2.3(e) are fulfilled, the permitted density of a Single Residential use may be increase to the following:
 - i. *Minimum Lot Size:* 350 m²
 - ii. *Minimum Lot Width:* 12 m
- (c) Where the requirements identified in Section 13.2.3(e) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within Section 303.3 of the RT-1 Zone:
 - i. *Minimum Lot Size:* 700 m²
 - ii. *Maximum Floor Area Ratio:* 0.50
- (d) Where the requirements identified in Section 13.2.3(e) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.
- (e) The densities may be increased from the requirements identified in Section 13.2.3(a) to the requirements identified in Sections 13.2.3(b) and (c) by providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:
 - i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.2.4. *Density Regulations*

- (a) Maximum *Density*: 25 units per Hectare

13.2.5. *Lot Regulations*

a) Minimum <i>Lot Size</i> , Townhouse:	700 m ²
b) Minimum <i>Lot Size</i> , Small <i>Lot</i>	350 m ²
c) Minimum <i>Lot Width</i> , Small <i>Lot</i> :	12m

13.2.6. *Building Regulations*

a) Maximum <i>Lot Coverage</i>	40%
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	7.5 m
d) Minimum Interior Side Setback:	3 m
e) Minimum Exterior Side Setback:	3 m
f) Maximum <i>Building Height</i> , Townhouse:	10.5 m
g) Maximum Building Height, Small Lot Dwelling, Detached	Two (2) Storeys
h) Maximum Building Height, Accessory	4.6 m

PART 14: Residential Amenity 2 Zones (The Ridge)

14.1 Residential Amenity 2, The Ridge (RSA-2)

The Residential Amenity 1, The Ridge (RSA-2) Zone is to accommodate *single detached and Duplex Dwellings*, on lots within the Ridge Neighbourhood.

14.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

14.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

14.1.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. *Detached Dwelling* 20,000 m²
 - ii. *Bed and Breakfast* 20,000 m²
- (b) The minimum lot sizes where the requirements identified in Section 14.1.3(c) have been fulfilled are as follows:
 - i. *Detached Dwelling* 1,400 m²
 - ii. *Bed and Breakfast* 1,400 m²
- (c) The densities may be increased from the requirements identified in Section 14.1.3(a) to the requirements identified in Section 14.1.3(b) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per detached dwelling or bed & breakfast lot, payable either:
 - i. in cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.1.4. *Lot Regulations*

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

14.1.5. *Building Regulations*

a) Minimum Front <i>Setback</i> :	5 m
b) Minimum Rear <i>Setback</i> :	5 m
c) Minimum Interior Side <i>Setback</i> :	1.5 m
d) Minimum Exterior Side <i>Setback</i> :	4.6 m
e) Maximum <i>Lot Coverage</i> :	40%
f) Maximum Number of <i>Principal Buildings</i> :	1
g) Maximum Number of <i>Accessory Buildings</i> :	2
h) Maximum <i>Building Height, Principal</i> :	10.5 m
i) Maximum <i>Building Height, Accessory</i> :	4.6 m
j) Maximum <i>Building Height, Carriage Home</i> :	Two (2) Storeys

14.2 Residential Townhouse Amenity 2, The Ridge (RTA-2),

The *Residential Townhouse Amenity 2, The Ridge (RTA-2) Zone* is to provide for *Small Lot* and *Residential Townhouse* development within the Sunstone Neighbourhood.

14.2.1. Permitted Principal Uses

- (a) *Dwelling, Detached*
- (b) *Dwelling, Townhouse*

14.2.2. Permitted Accessory Uses

- (a) *Home Occupation*

14.2.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. Single Residential Dwelling 20,000 m²
 - ii. Townhouse 20,000 m² per unit
- (b) The minimum size for a townhouse is 300 m²
- (c) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Detached Dwelling residential use may be increased to the following:
 - i. Minimum Lot Size 700 m²
 - ii. Minimum Lot Width 18 m
 - iii. Maximum Floor Space Ratio 0.50
- (d) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.
- (e) The densities may be increased from the requirements identified in Section 14.2.3 (a) and 14.2.3 (b) to the requirements identified in Section 14.2.3(c) and Section 303A.2(d) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:
 - i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.2.4. Density Regulations

- (a) Maximum *Density*: 25 units per Hectare

14.2.5. *Lot Regulations:*

a) Minimum <i>Lot Size</i> , Townhouse:	939 m ²
Minimum <i>Lot Size</i> , Small <i>Lot</i> :	350 m ²
b) Minimum <i>Lot Width</i> :	12 m

14.2.6. *Building Regulations:*

a) Maximum <i>Lot Coverage</i> :	40%
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	7.5 m
d) Minimum Interior Side Setback:	4 m
e) Minimum Exterior Side Setback:	7.5 m
f) Maximum <i>Building Height</i> , Townhouse:	10.5 m
g) Maximum Building Height, Small Lot detached Dwelling	Two (2) Storeys
h) Maximum Building Height, Accessory	4.6 m

PART 15: Commercial Zones

15.1 Commercial, Town Centre (C-1)

The Town Centre *Commercial Zone* is to guide use of *land, buildings and structures* in the Town Centre of the Village of Pemberton.

15.1.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Catering Establishment*
- (c) *Civic*
- (d) *Convenience Store*
- (e) *Financial Institution*
- (f) *Fitness Centre (subject to Conditions of Use)*
- (g) *Food Truck*
- (h) *Garden Centre*
- (i) *Gasoline Station (subject to Conditions of Use)*
- (j) *Glass Shop (subject to Conditions of Use)*
- (k) *Hostel*
- (l) *Hotel*
- (m) *Laundromat*
- (n) *Liquor License, Liquor Primary*
- (o) *Liquor License, Food Primary*
- (p) *Liquor Store*
- (q) *Liquor Store, Private*
- (r) *Mixed Use Building*
- (s) *Office, Business,*
- (t) *Office, Professional*
- (u) *Personal Service*
- (v) *Restaurant*
- (w) *retail*
- (x) *Veterinary Clinic*

15.1.2. Permitted Accessory Uses

- (a) *Accessory retail*
- (b) *Accessory Residential Dwelling*
- (c) *Home Occupation*

15.1.3. Conditions of Use

- (a) *Fitness Centre*: The maximum permitted floor area of a fitness centre use is 300 m²
- (b) *Gas Station*: The gas station use is only permitted on lands legally described as Lot 1, Plan 38251, DL 203, LLD at the time of adoption of this Bylaw.
- (c) *Glass Shop*: The Glass Shop use is only permitted on lands legally described as Lot B, Plan EPP66105, DL 7796, LLD at the time of adoption of this Bylaw.

15.1.4. Density Regulations

- (a) Maximum Density: 2.5 FAR

15.1.5. Lot Regulations

a) Minimum Lot Size:	220 m ²
b) Minimum Lot Width:	12 m

15.1.6. Building Regulations

a) Maximum Lot Coverage	100%
b) Minimum Front Setback:	0 m
c) Minimum Rear Setback:	4.5 m
d) Minimum Interior Side Setback:	0 m
e) Minimum Exterior Side Setback:	0 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.2 Commercial, Tourism (C-2)

The Tourism *Commercial (C-2) Zone* is to accommodate tourist and *tourism accommodation* related uses.

15.2.1. *Permitted Principal Uses*

- (a) *Arts and Culture*
- (b) *Civic*
- (c) *Convenience Store*
- (d) *Drive Through Business (Subject to Conditions of Use)*
- (e) *Food Truck*
- (f) *Gasoline Station*
- (g) *Hostel*
- (h) *Hotel*
- (i) *Motel*
- (j) *Office, Business*
- (k) *Personal Service*
- (l) *Restaurant*
- (m) *retail, Recreation and Leisure*

15.2.2. *Permitted Accessory Uses*

- (a) *Accessory retail*
- (b) *Accessory Residential Dwelling*
- (c) *Home Occupation*

15.2.3. *Conditions of Use*

- (a) *Drive Through Business: The Drive Through Business Use is only permitted on lands legally described as Lot 6, DL 203, Plan 7619, LLD at the time of adoption of this Bylaw.*

15.2.4. *Density Regulations*

- (a) *Maximum Density:* 1.5 FAR

15.2.5. *Lot Regulations*

a) <i>Minimum Lot Size:</i>	900 m ²
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15.2.6. *Building Regulations*

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front <i>Setback</i> :	7.5 m
c) Minimum Rear <i>Setback</i> :	3 m
d) Minimum Interior Side <i>Setback</i> :	3 m
e) Minimum Exterior Side <i>Setback</i> :	4.5 m
f) Maximum <i>Building Height, Principal</i> :	10.5 m
g) Maximum <i>Building Height, Accessory</i>	4.6 m

15.3 Commercial, Portage Road (C-3)

The Portage Commercial (C-3) Zone is to guide use of land, buildings and structures in the Portage Road area of the Village of Pemberton.

15.3.1. Permitted Principal Uses

- (a) Arts and Culture
- (b) Civic
- (c) Dwelling Unit, Apartment
- (d) Fitness Centre (subject to Conditions of Use)
- (e) Food Truck
- (f) Hotel
- (g) Mixed Use Building (subject to Conditions of Use)
- (h) Office, Business
- (i) Office, Professional
- (j) Personal Service
- (k) Restaurant
- (l) Retail, Recreation and Leisure

15.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.3.3. Conditions of Use

- (a) Fitness Centre: The maximum permitted floor area of a fitness centre use is 300 m².
- (b) Mixed-use building is subject to the conditions of use specified in Section 7.18.

15.3.4. Density Regulations

- (b) Maximum Density: 1.5 FAR

15.3.5. Lot Regulations

a) Minimum Lot Size:	900 m ²
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15.3.6. *Building Regulations*

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front Setback:	4.5 m
c) Minimum Rear Setback:	3 m
d) Minimum Interior Side Setback:	3 m
e) Minimum Exterior Side Setback:	4.5 m
f) Maximum <i>Building Height, Principal:</i>	10.5 m
g) Maximum <i>Building Height, Accessory</i>	4.6 m

15.4 Commercial, Service (C-4)

The Service Commercial (C-4) Zone guides the use of land, buildings and structures for Commercial service uses.

15.4.1. Permitted Principal Uses

- (a) Automotive Service Shop
- (b) Food Truck
- (c) Garden Centre
- (d) Gasoline Station

15.4.2. Permitted Accessory Uses

- (a) Accessory retail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.4.3. Density Regulations

- (a) Maximum Density: 0.5 FAR

15.4.4. Lot Regulations

a) Minimum Lot Size	500 m ²
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15.4.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	7.5 m
c) Minimum Rear Setback	4.5 m
d) Minimum Interior Side Setback	4.5 m
e) Minimum Exterior Side Setback:	4.5 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.5 Commercial, Neighbourhood Pub (C-5)

The Neighbourhood Pub *Commercial Zone* is to guide *use of land, buildings and structures* for neighbourhood pub, tourist and tourism accommodation uses.

15.5.1. *Permitted Principal Uses*

- (a) *Arts and Culture*
- (b) *Catering Establishment*
- (c) *Civic*
- (d) *Drive Through Business*
- (e) *Food Truck*
- (f) *Hotel*
- (g) *Liquor License, Liquor Primary*
- (h) *Liquor License, Food Primary*
- (i) *Mixed Commercial Residential*
- (j) *Motel*
- (k) *Neighbourhood Pub*
- (l) *Personal Service*
- (m) *retail, Recreation and retail*
- (n) *Restaurant*
- (o) *Spa*

15.5.2. *Permitted Accessory Uses*

- (a) *Accessory Liquor Store, Private*
- (b) *Accessory Retail*
- (c) *Accessory Residential Dwelling*
- (d) *Home Occupation*

15.5.3. *Conditions of Use*

- (a) Drive Through Business: The *Drive Through Business Use* is only *permitted on lands* legally described as Lot 2, Plan KAP74065, DL 203, LLD at the time of adoption of this Bylaw.

15.5.4. *Density Regulations*

- (b) Maximum *Density*: 0.5 FAR

15.5.5. *Lot Regulations*

a) Minimum <i>Lot Size</i>	900 m ²
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15.5.6. *Building Regulations*

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front Setback	4.5 m
c) Minimum Rear Setback	7.5 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	3m
f) Maximum Building Height, Principal	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 16: Industrial and Airport Zones

16.1 Industrial Park (M-1)

The *Industrial Park Zone* is to permit a range of *Industrial* and service uses in the Pemberton *Industrial Park*.

16.1.1. Permitted Principal Uses

- (a) *Animal Kennel*
- (b) *Artisan*
- (c) *Automotive and RV sales*
- (d) *Automotive Salvage*
- (e) *Automotive Service Shop*
- (f) *Building Supply*
- (g) *Bulk Storage*
- (h) *Cannabis Production Facility*
- (i) *Catering Establishment*
- (j) *Car Wash*
- (k) *Civic*
- (l) *Convenience Store*
- (m) *Dance Studio*
- (n) *Fitness Centre*
- (o) *Food Truck*
- (p) *Garden Centre*
- (q) *Gasoline Station*
- (r) *Industrial*
- (s) *Industrial Fuel Facility*
- (t) *Industrial Publishing and Printing*
- (u) *Laboratory*
- (v) *Laundromat*
- (w) *Materials Recovery Facility*
- (x) *Brewery, Cidery, Distillery and Winery*
- (y) *Nursery*
- (z) *Office, Business*
- (aa) *Outdoor Storage*
- (bb) *Photography*
- (cc) *Radio, TV, Recording Studio*
- (dd) *Recreation, Indoor*

- (ee) *Recycling Facility*
- (ff) *Restaurant*
- (gg) *retail, Industrial*
- (hh) *Storage Facility, Self-Serve*
- (ii) *Storage Facility, Outdoor Equipment*
- (jj) *Trade Contractor Facilities*
- (kk) *Veterinary Clinic*
- (ll) *Waste Transfer Station*
- (mm) *Works Yard*

16.1.2. *Permitted Accessory Uses*

- (a) *Accessory Liquor Store, Private*
- (b) *Accessory Retail*
- (c) *Accessory Residential Dwelling*
- (d) *Home Occupation*
- (e) *Storage, Intermodal Storage Container*

16.1.3. *Density Regulations*

- (a) *Maximum Density:* 0.5 FAR

16.1.4. *Lot Regulations*

a) <i>Minimum Lot Size</i>	1,800 m ²
b) <i>Minimum Lot Width</i>	36 m

16.1.5. *Building Regulations*

a) <i>Maximum Lot Coverage</i>	50%
b) <i>Minimum Front Setback</i>	7.5 m
c) <i>Minimum Rear Setback</i>	7.5 m
d) <i>Minimum Interior Side Setback</i>	3 m
e) <i>Minimum Exterior Side Setback:</i>	7.5 m
f) <i>Maximum Building Height, Principal</i>	10.5 m
g) <i>Maximum Building Height, Accessory</i>	4.5 m

16.2 Industrial, Resource (M-2)

The Resource *Industrial Zone* is to guide use of land, buildings and structures for larger *Industrial uses* in the Village of Pemberton.

16.2.1. Permitted Principal Uses

- (a) Bulk Storage
- (b) Composting Facility
- (c) Materials Recovery Facility
- (d) Recycling Facility
- (e) Resource Extraction
- (f) Resource Processing
- (g) Waste Transfer Station
- (h) Works Yard

16.2.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

16.2.3. Conditions of Use

- (a) All uses in the Resource *Industrial Zone* on land that front Highway 99 shall provide a natural or landscaped *Screening* buffer of not less than 20 metres from the *Highway*.

16.2.4. Density Regulations

- (a) Maximum Density: 0.5 FAR

16.2.5. Lot Regulations

a) Minimum Lot Size	3,600 m ²
b) Minimum Lot Width	36 m

16.2.6. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	7.5 m
c) Minimum Rear Setback	7.5 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	7.5 m
f) Maximum Building Height, Principal	10.5m

g) Maximum Building Height, Accessory	4.6m
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16.3 Airport (AP-1)

Airport Zone regulates the use of land, buildings, and structures at the Pemberton Airport for Airport related uses.

16.3.1. Permitted Principal Uses

- (a) Agriculture
- (b) Airport
- (c) Airport Related Business
- (d) Animal Kennel
- (e) Civic
- (f) Food Truck

16.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

16.3.3. Building Regulations

a) Minimum Front Setback	7.5 m
b) Minimum Rear Setback	7.5 m
c) Minimum Interior Side Setback	3 m
d) Minimum Exterior Side Setback	7.5 m

PART 17: Civic, Institutional, and Recreation Zones

17.1 Public (P-1)

The Public Zone accommodates a range of *Civic* facilities for the community.

17.1.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Artisan*
- (c) *Assembly*
- (d) *BMX Track*
- (e) *Campground (Subject to Conditions of Use)*
- (f) *Child Care Centre*
- (g) *Civic*
- (h) *Community Care Facility*
- (i) *Concession Stand*
- (j) *Farmers Market*
- (k) *Fitness Centre*
- (l) *Food Truck*
- (m) *Golf Course*
- (n) *Picnic Grounds*
- (o) *Recreation, Indoor*
- (p) *Recreation, Outdoor*
- (q) *School*
- (r) *Recreational Facility*

17.1.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.1.3. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	5 m
c) Minimum Rear Setback	3 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	3 m
f) Maximum Building Height, Principal	10.5 m

g) Maximum Building Height, Accessory	4.6 m
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17.2 *Parks and Recreation (PR-1)*

The Parks and Recreation *Zone* accommodates a range of larger park and recreation facilities for the community.

17.2.1. *Permitted Principal Uses*

- (a) *Agriculture*
- (b) *Assembly*
- (c) *Child Care Centre*
- (d) *Civic*
- (e) *Concession Stand*
- (f) *Farmers Market*
- (g) *Fitness Centre*
- (h) *Food Truck*
- (i) *Golf Course*
- (j) *Picnic Grounds*
- (k) *Recreation, Indoor*
- (l) *Recreation, Outdoor*
- (m) *Recreational Facility*

17.2.2. *Permitted Accessory Uses*

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.2.3. *Building Regulations*

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front Setback	5 m
c) Minimum Rear Setback	3 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	3 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

17.3 Outdoor Recreation (OR-1)

The Outdoor Recreation *Zone* accommodates a range of outdoor recreation *uses* for the community.

17.3.1. Permitted Principal Uses

- (a) *Assembly*
- (b) *BMX Track*
- (c) *Campground (Subject to Conditions of Use)*
- (d) *Civic*
- (e) *Concession Stand*
- (f) *Food Truck*
- (g) *Motocross Track*
- (h) *Picnic Grounds*
- (i) *Recreation, Outdoor*
- (j) *Riding Academy*
- (k) *Speedway*

17.3.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.3.3. Building Regulations

a) Maximum Building Height, Principal	10.5m
b) Maximum Building Height, Accessory	4.6m

17.4 Education (E-1)

The Education Zone accommodates public and/or private educational facilities for the community.

17.4.1. *Permitted Principal Uses*

- (a) *Agriculture*
- (b) *Assembly*
- (c) *Boarding School*
- (d) *Child Care Centre*
- (e) *Civic*
- (f) *Recreation, Indoor*
- (g) *Recreation, Outdoor*
- (h) *School*

17.4.2. *Permitted Accessory Uses*

- (a) *Accessory Retail*

17.4.3. *Lot Regulations*

a) Minimum Lot Size:	1,850 m ²
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17.4.4. *Density Regulations*

Maximum Density: 1.0 FAR

17.4.5. *Building Regulations*

a) Maximum Lot Coverage	50%
b) Minimum Front Setback:	7.6 m
c) Minimum Rear Setback:	7.6 m
d) Minimum Interior Side Setback:	3 m
e) Minimum Exterior Side Setback:	6 m
f) Maximum Building Height, Principal:	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 18: Comprehensive Development (CD) Zones

18.1 CD-1: Comprehensive Development Zone 1 (Creekside)

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.1.1. *Permitted Land Uses*

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.1.2. *Buildings and Structures*

	Maximum Number	Maximum Density	Maximum Height
Principal Building	14 (a)	54 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than 4 dwelling units shall be contained within a principal building.
- (b) Not more than 54 dwelling units shall be developed on any one parcel of land.

18.1.3. *Building Setbacks*

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.1.4. *Off-Street Parking*

- (a) Off-street parking spaces shall be provided in according with the requirements of this Bylaw.

18.1.5. *Maximum Lot Coverage: 16%*



18.2 CD-2: Comprehensive Development Zone 2 (Mountain Trails)

The intent of this zone is to accommodate multiple family dwellings.

18.2.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Stacked Townhouses	n/a	n/a
Accessory Building	n/a	n/a
Accessory Uses	n/a	n/a

18.2.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	5, 12 (a)	46 (b)	10.5 m
Accessory Building	n/a	n/a	4.6 m

18.3 CD-3: Comprehensive Development Zone 3 (Craftsman)

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.3.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouses	n/a	n/a
Accessory Uses	n/a	n/a

18.3.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	10 (a)	38 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	18.5m

- (a) Not more than 4 dwelling units shall be contained within a principal building, except for the principal building that was constructed prior to 1994.
- (b) Not more than 38 dwelling units shall be developed on any one parcel of land.

18.3.3. Building Setbacks

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.3.4. Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

18.3.5. Maximum Lot Coverage: 30%

18.4 CD-4: Comprehensive Development Zone 4 (PIONEER JUNCTION)

The intent of this zone is to accommodate a variety of townhouse type units on a specific piece of property.

18.4.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Stacked Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.4.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	17, 4 (a)	80 (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than 17 principal buildings shall be constructed within this zone, and not more than 4 dwelling units shall be contained within a principal building, except for a maximum of 3 principal buildings in which case the maximum number of dwelling units within a principal building shall not exceed 12.
- (b) Not more than 80 dwelling units shall be constructed within this zone.

18.4.3. Building Setbacks

- (a) All buildings shall be sited generally in accordance with the Site Plan that is attached to this zoning district and the setback requirements of the Residential Townhouse (RM-1) zone as specified in this Bylaw.

18.4.4. Off Street Parking

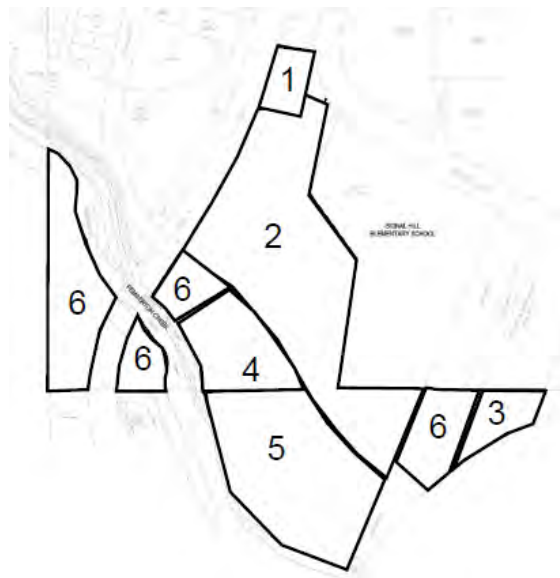
- (b) Off-street parking shall be provided in accordance with the requirements of this Bylaw

18.4.5. Maximum Lot Coverage: 20.7%

18.5 CD-5: Comprehensive Development Zone 5 (Tiyata)

The intent of the CD 5 Zone is to recognize a comprehensively planned area called Tiyata at Pemberton which includes a variety of types of housing, a limited amount of commercial and office floor space, active and passive park land, and a trail network. Covenants have been registered on the lands to further guide the development of the area.

The regulations in the tables in this section apply to land in the Comprehensive Development 5 (Tiyata at Pemberton) Zone, as indicated by the column headings. For purposes of regulation, the area within the boundary of the CD 5 Zone is divided into six (6) separate areas labelled as Area 1 through Area 6 inclusive while the location of each separate area is identified on Appendix “A” to this Zone. Each area boundary within the CD 5 Zone shall be considered a zone boundary for the purposes of this Bylaw and separate regulations shall apply to each area as contained in this section. Minor adjustments to the establishment of the area boundaries will be permitted based upon more detailed site investigations that will be undertaken during the subdivision approval stage.



18.5.1. Permitted Uses of Land, Buildings and Structures

- (1) The following uses, buildings and structures and no others shall be permitted within the CD-5 (Tiyata at Pemberton) Zone:

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
<i>Principal Uses of Land, Buildings and Structures</i>						
a) Single Family Dwelling		•		•	•	
b) Duplex Residential		•				
c) Townhouse / Stacked Townhouse			•			
d) Apartment	• a)		•			
e) Retail Store						
f) Business and Professional Office	•					
g) Personal Service Establishments	•					
h) Restaurant						
i) Park	•	•	•	•	•	•
j) Assembly	•					
<i>k) Accessory Uses of Land, Buildings and Structures</i>						
l) <i>Uses accessory to principal uses</i>	•	•	•	•	•	•
m) Home Occupation Use,		•	•	•	•	

Density of Permitted Uses, Buildings and Structures

- (a) All uses, buildings and structures in the Comprehensive Development 5 Zone shall comply with the following regulations regarding size, siting, density, and lot size.

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Maximum Lot Coverage						
a) Single Family Dwelling		50% of useable site area		50% of useable site area	50% of useable site area	
b) Duplex Residential		50% of useable site area				
c) Townhouse			40%			
d) Apartment	50%		50%			
e) Commercial	50%					
f) Assembly	50%					
Maximum Floor Space Ratio (FSR)						
g) Single Family Dwelling		0.50		GFA of 238 m ² or FSR of 0.5 whichever is less		
h) Duplex Residential						
i) Townhouse / Stacked Townhouse			0.75			
j) Apartment Dwelling			1.5			
k) Commercial	1.5					
l) Assembly	1.5					
Maximum Unit Size (m²)						
m) Single Family Dwelling		200		GFA of 238 m ² or FSR of 0.5 whichever is less		
n) Duplex Residential (Total both units)		325				
o) Townhouse / Stacked Townhouse			150			
p) Apartment	95		95			

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
q) Maximum Number of Dwelling Units	12	76	36	13	28	
r) Maximum Amount of Commercial Floor Area (m ²)	2230					
Maximum Building Height (meters / stories)						
s) Single Family Dwelling		9		9	9	
t) Duplex Residential		9				
u) Townhouse / Stacked Townhouse			12 / 3			
v) Apartment	17 / 4		17 / 4			
w) Commercial ²	17 / 4					
x) Assembly	17 / 4					
Minimum Building Setbacks						
y) Front	6	6	6	6	6	
z) Rear	7.5	7.5	7.5	7.5	7.5	
aa) Side ^{d) and e)}	3.0	1.5	3.0	1.5	1.5	
Minimum Lot Size (m²)						
bb) Single Family Dwelling		350 m ²		350 m ²	350 m ²	
cc) Corner Lot		375 m ²		375 m ²	375 m ²	
dd) Duplex Residential		465		465	465	
Maximum Lot Size (m²)						
ee) Single Family Dwelling		465		465	465	
ff) Duplex Residential		558		558	558	

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Accessory Buildings						
gg) Maximum floor area	10 m ²	10 m ²	10m ²	10 m ²	10 m ²	10 m ²
hh) Maximum height	3 m	3 m	3m	3m	3m	3m
ii) Minimum setbacks						
jj) Front yard kk)	6m	6m	6m	6m	6m	6m
ll) Rear yard mm)	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m
nn) Side yard ^{d) and e)}	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m

18.5.2. *Conditions of Use*

- (a) All *uses, buildings and structures* in the Comprehensive Development 5 Zone must comply with the following additional conditions of use:
 - i. An *apartment* use shall be located above a ground storey commercial or assembly use and shall comply with the regulations contained within this Bylaw.
 - ii. For the purpose of this section, a *commercial use* includes a building that is occupied with a *retail store, business and professional office or personal service establishment* and may contain *residential uses* above the ground storey subject to the provisions of this Zone.
 - iii. Lots 1 through 13 (inclusive) in the CD-5 Zone as identified Schedule C shall have the lesser of a maximum gross floor area of 225 m² or a Floor Space Ratio of 0.5.
 - iv. Lots 14 through 28 (inclusive) in the CD-Zone as identified in Schedule C shall have the lesser of a maximum gross floor area of 238 m² or a Floor Space Ratio of 0.5 based on the following useable lot areas:

Lot #	Useable Lot Area (m ²)
14	584.1
15	455.3
16	449.7
17	449.3

d)

18	467.1
19	483.5
20	459.6
21	560.4
22	637.8
23	503.4
24	448.6
25	383.5
26	378.5
27	385.4
28	528.6

- v. The side yard setback of a single family dwelling may be reduced to 1.2 m whereby a certified professional confirms that snow will not shed from the roof of the dwelling onto adjacent properties.
- vi. The side yard setback of the garage may be reduced to 0.6 m whereby a certified professional confirms that snow will not shed from the garage roof onto adjacent properties.



18.5.3. *Off-Street Parking and Loading*

- (a) Off-street parking and loading shall be provided in accordance with the requirements of this Bylaw.
- (b) Notwithstanding Section 18.5.4(a) the off-street parking requirements for the following uses shall be as follows:
 - i. *Townhouse / Stacked Townhouse*: 2 spaces per unit, plus an additional 0.25 space per unit for Visitor Parking
 - ii. *Apartment*: 1.25 space per unit plus an additional 0.25 space per unit for Visitor Parking
 - iii. *Commercial Use*: 1 space per 37 square meters of gross floor area
 - iv. *Business and Professional Office Use*: 1 space per 37 square meters of gross floor area

18.5.4. *Definitions*

- (a) For the purpose of the CD 5 zone, the following definitions shall apply:
 - i. *Apartment* shall mean three or more individual dwelling units on a lot where each dwelling unit has its principal access from an entrance or hallway common to at least two other dwelling units on the same storey

PART 19: REPEAL

The Village of Pemberton Zoning Bylaw, 466, 2001, and all its amendments, and all previous zoning Bylaws are hereby repealed upon adoption of this Bylaw.

READ A FIRST TIME THIS _____ DAY OF _____, 2018

READ A SECOND THIS _____ DAY OF _____, 2018

PUBLIC HEARING HELD THIS _____ DAY OF _____, 2018

READ A THIRD TIME THIS _____ DAY OF _____, 2018

Schedule "A" of this Bylaw is approved by the

Minister of Transportation and Infrastructure this _____ DAY OF _____, 2018

ADOPTED THIS _____ DAY OF _____, 2018

Mayor

Corporate Officer

OPEN QUESTION PERIOD POLICY

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

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

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

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