



-COMMITTEE OF THE WHOLE MEETING AGENDA-

Meeting #: 243
Date: Tuesday, April 25, 2023, 1:00 pm
Location: Council Chambers & Zoom Webinar
7400 Prospect Street

This meeting is being recorded as authorized by the Video Recording & Broadcasting of Open Meetings Policy.

Pages

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.
3. **APPROVAL OF MINUTES**
 - 3.1 **Regular Committee of the Whole Meeting No. 242, Tuesday, April 18, 2023** 2
Recommendation:
THAT the minutes of Committee of the Whole Meeting No. 242, held Tuesday, April 18, 2023, be adopted as circulated.
4. **DELEGATIONS**
 - 4.1 **Marina Jozipovic, Community Planner, Urban Matters, Introduction to the Housing Needs Report and Opportunities for Local Government in Housing**
5. **REPORTS**
 - 5.1 **Official Community Plan and Zoning Bylaw Amendment Application, Parkside, 7362 Pemberton Farm Road East** 5
Recommendation:
THAT the Committee of the Whole provide direction as to which option they recommend to Council.
 - 5.2 **Daycare Playscape Engagement Plan** 40
Recommendation:
THAT Committee of the Whole provide input and direction.
6. **ADJOURNMENT**
Recommendation:
THAT the Committee of Whole meeting be adjourned.

VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-

Meeting #: 242
 Date: Tuesday, April 18, 2023, 1:00 pm
 Location: Council Chambers & Zoom Webinar
 7400 Prospect Street

COUNCIL: Mayor Mike Richman
 Councillor Ted Craddock
 Councillor Laura Ramsden

ELECTRONIC ATTENDANCE: Councillor Jennie Helmer
 Councillor Katrina Nightingale

STAFF: Elizabeth Tracy, Chief Administrative Officer
 Sheena Fraser, Manager of Corporate & Legislative Services
 Thomas Sikora, Manager of Finance
 Emily White, Human Resources Coordinator
 Ethan Fredeen, Deputy Corporate Officer
 Elena Aranguren, Office Coordinator

PUBLIC: 2
 MEDIA: 0

A recording of the meeting was made available to the media and the public.

1. CALL TO ORDER

At 1:08pm Mayor Richman called Committee of Whole meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the Agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

3.1 Committee of the Whole Meeting No. 241, Tuesday, March 28, 2023

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 241, held Tuesday, March 28, 2023, be adopted as circulated.

CARRIED

4. BUDGET SESSION No. 4

4.1 2023 Draft Budget- Tax Implications and 5 Year Plan

Thomas Sikora, Manager of Finance, provided a presentation to lead the budgetary considerations for Council. Staff noted the Village is required to approve a budget by May 15th, 2023.

The budget as presented has been impacted by the following external and internal factors:

- significant increases to goods and services;
- aging infrastructure;
- staff turnover;
- road infrastructure;
- underfunding of reserves;
- decrease in revenue from development;
- lease holders;
- decreasing COVID-19 grant;
- major capital projects (public works, daycare expansion, and parks); and
- unpredictable funding from external sources.

Discussion regarding the following budgetary items occurred:

- Non-market change;
- COVID-19 Restart Grant;
- Community Growth Grant;
- RCMP costs and potential reserves;
- Regional Transit;
- Council Remuneration;
- Project Manager; and
- Boardwalk.

Staff proposed a tax rate increase of 7%, 8%, 10% or 11%, Council deliberated and came to a consensus to move forward with an 8% tax rate increase.

Moved/Seconded

THAT the Committee of the Whole recommend to Council that staff be directed to prepare a 2023 tax rates bylaw reflecting an 8% tax rate increase for the 2023 fiscal year.

CARRIED

Moved/Seconded

THAT the Committee of the Whole recommend to Council that staff the budget include an increase to the Capital and Sewer Reserves to \$240,000.

CARRIED

5. BULLYING, HARRASSMENT AND DISCRIMINATION

5.1 Bullying, Harassment and Discrimination Policy No. (PER-006) Annual Review

Emily White, Human Resources Coordinator, brought forward the Villages' Bullying, Harassment and Discrimination Policy for review as per Council resolution to ensure the policy stays relevant with Council values.

Council inquired if this policy could be amalgamated with the Code of Conduct. Staff noted that these two governing documents should remain separate but reference each other.

Moved/Seconded

THAT the annual review of the Bullying, Harassment and Discrimination Policy (PER-006) be completed.

CARRIED

6. CODE OF CONDUCT

6.1 Code of Conduct Review

Sheena Fraser, Manager of Corporate and Legislative Services, provided a high-level presentation regarding the legislative requirement to review the Villages Code of Conduct within six months of Councils inaugural meeting. Council expressed a desire for a Code of Conduct bylaw to be drafted comparable to the example provided in Ms. Fraser's report.

Moved/Seconded

THAT the Committee of the Whole recommend to Council that staff be directed to prepare an updated code of conduct bylaw for review by the Committee of the Whole at a future meeting.

CARRIED

7. ADJOURNMENT

At 3:29pm the Committee of the Whole meeting was adjourned.

Moved/Seconded

THAT the Committee of Whole meeting be adjourned.

CARRIED

Mike Richman, Mayor

Sheena Fraser, Corporate Officer

Date: Tuesday, April 25, 2023
To: Elizabeth Tracy, Chief Administrative Officer
From: Colin Brown, Planner II
Subject: OR135 – Official Community Plan and Zoning Bylaw Amendment Application, Parkside, 7362 Pemberton Farm Road East

PURPOSE

The purpose of this report is for the Committee of the Whole to consider and provide comments regarding a proposed Official Community Plan (OCP) and Zoning Amendment located at 7362 Pemberton Farm Road East.

BACKGROUND

Location

The subject lands are a 2.4-hectare site located at 7362 Pemberton Farm Road East, north of the Pemberton Plateau subdivision and Pemberton Plateau Townhomes. The site is accessed via Pemberton Farm Road East to Sabre Way, a new road dedication located between properties on Pemberton Plateau and Den Duyf Park. The subject lands are legally described as LOT C DISTRICT LOT 211 LILLOOET PLAN EPP40824.



Site History

The site was at one time part of the Agricultural Land Reserve (ALR); however, for a time it was used as a rock quarry for BC Rail with a mapping error that showed the property outside the ALR. The property (Lot C) was formally excluded from the ALR in 2013, along with Lot A, that flank Den Duyf Park which was granted Non-Farm Use approvals for the development of the recreation site. The site is currently vacant and considered brownfield with no significant vegetation, a legacy from the rock quarry. The site is subject to floodplain requirements should development proceed.

The property is designated in the Hillside Special Planning Area in the OCP. Any development in this area must follow directions contained within the Hillside Planning Study that was approved in 2011. The Land Use Framework within the Hillside Study notes that despite the planning work done at the time, development applications for individual parcels within the special planning area would require OCP and zoning amendments initiated by the property owners.

The current Zone is RES-1 Resource Management, that allowed the previous use of a rock quarry. The proposed development is to create a new Comprehensive Development Zone that will provide opportunity to customize the regulations to best suite the property and the land uses that are confirmed throughout this process.

Application

The application proposes to create a new subdivision consisting of thirty-four (34) residential and one (1) commercial lot. Residential lots range from 300-956 square metres, with the majority under 500 square metres. Corner lot 35 is proposed for commercial use, with conceptual drawings provided for approximately 775 square metres of neighbourhood commercial floor space. The highlights of the application package are attached as **Appendix A**. The full application with all supporting documents can be view on the Village website: <https://www.pemberton.ca/departments/development-services/parkside>

The subject lands are a former rock quarry, and a portion are in the floodplain that present some challenges with siting of properties and future buildings. Proposed zoning would create a comprehensive development zone to accommodate the mix of uses. Residential regulations would closely mirror those in the current R-2 Residential, Small Lot Zone, with a small reduction in minimum lot size and increase from two (2) to three (3) stories to allow accommodations for the flood plain and geotechnical challenges.

Lot 35 is proposed with neighbourhood commercial uses, with details yet to be determined. The proposed zoning breakdown for 34 small lot residential properties are below:

Lot Regulations	R-2 Zoning	Proposed
a) Min lot size	350 m²	300 m²
b) Minimum lot width	12 m	12 m (min frontage)
Building Regulations		
a) Minimum Principal Building Width	6 m	6 m
b) Minimum Front Setback	6 m	6 m
c) Minimum Rear Setback	5 m	5 m
d) Minimum Interior Side Setback	1.5 m	1.5 m
e) Minimum Exterior Side Setback	2.7 m	2.7 m
f) Maximum Lot Coverage	50%	50%
g) Maximum No. of Principal Buildings	1	1
h) Maximum No. of Accessory Buildings	1	1
i) Maximum Building Height, Principal	Two (2) storeys	Three (3) storeys
j) Maximum Building Height, Accessory	4.6 m	4.6 m

Community Amenity Contributions

The Village adopted a Community Amenity Contribution Policy on September 1, 2020, which outlines a framework for defining, establishing, and securing Community Amenity Contributions (CACs) through the rezoning process. The policy applies to all rezoning applications for residential or mixed-use development that propose an increase in density, development opportunity, or any other zoning change that will increase the land value of land subject to the application. Preliminary negotiations have occurred between staff and the applicants. The proximity to Den Duyf Park offers several options for amenities to add to the site for the benefit of the community. A full CAC package will be presented to Council for consideration at the appropriate time.

Servicing / Off-site Improvements

Servicing to the property would come from Village of Pemberton water and sanitary systems. Capacity for water and sanitary will be confirmed by ISL, the Village's Engineering Consultant. Proposed storm water management will also be assessed by ISL, with input from the Pemberton Valley Diking District.

Off-site improvements will be determined via a review of the Village's Subdivision and Development Control Bylaw and will be secured through a Servicing Agreement. Development Cost Charges will also be applicable.

DISCUSSION & COMMENTS

The purpose of this report is for the Committee of the Whole to have an opportunity to consider the application and provide direction respecting the land use change. This report is intended to demonstrate the relative merits of the proposal and a request for direction based on the rationale, referral comments, and engagement to date. The following sections provide a review of relevant plans and policies, and a summary of engagement activities and the responses.

Plan and Policy Review

Regional Growth Strategy

Last updated in 2019, the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) seeks to be a region comprised of diverse, distinct, and liveable communities. To achieve this vision, the RGS establishes eleven (11) goals that guide growth management challenges. The most relevant goals are noted below.

Goal 1 takes a long-term view that values the quality of life for future generations and promotes the efficient use of land and population densities. By focusing developments into a small footprint, sustainable communities or nodes promote accessibility of services, public spaces, and amenities.

Goal 3 aspires to provide an adequate supply of quality affordable housing that serves employees, seniors, and people in need. The RGS maintains a stated target of 15% of affordable housing in perpetuity.

Official Community Plan

Regional Context Statement

The OCP is required to be consistent with the RGS policies and includes a context statement that describes how the Village meets each goal. With respect to Goals 1 and 3 mentioned previously, the Village OCP directs growth into Urban Areas contained within an Urban Growth Boundary. This prevents development in non-settlement areas and encourages Smart Growth. The context statement supports regional initiatives for affordable housing and encourages a range of housing forms.

The regional context statement also contains direction for specific properties. The subject property for this application is identified as Parcel #7, and comes with the following statement:

Parcel #7 – Lot 1, Plan KAP87819, DL 211

This rocky knoll is currently within the Agricultural Land Reserve, yet at one time was a BC Rail quarry and (due to an early mapping error) outside the ALR. The development of the rocky knoll will increase the density in the neighbourhood and may provide a small opportunity for a neighbourhood commercial store, thus reducing vehicle trips.

As a reminder, the property was formally excluded from the ALR in 2013 as noted above in the Background.

Policies and Directions

General OCP Policies address important topic areas related to growth and development within Village boundaries. Highlights are presented below with discussion following the summary of engagement results.

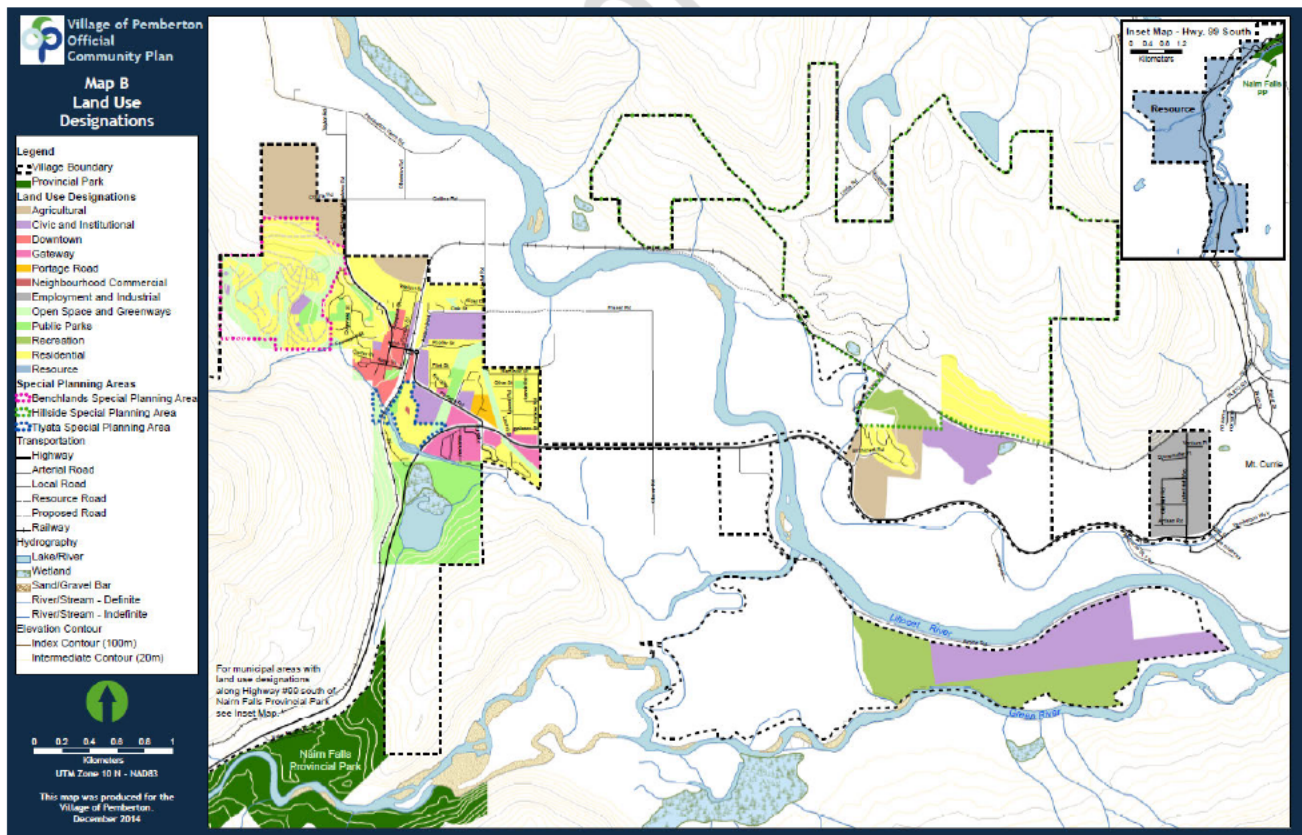
Policy 5.1 contains statements regarding Growth Management and Community Priorities, that build off the RGS goals of concentrating development using Smart Growth Principles and the desire to create well-designed compact neighbourhoods. Growth is encouraged within existing communities, whereas new growth areas should be considered when it is demonstrated that the proposed development is needed. Policies maintain that downtown is to be preserved as the dominant commercial node, as well as a social and cultural focal point of the Pemberton area.

Other policies that address growth include the provision of quality parks, trails, and open spaces ideally within a 5 to 10-minute walk from residents and businesses. Parks and facilities accommodate leisure and educational needs of residents of all ages and abilities.

Policy 5.9 contains sub-policies regarding the provision of livable, affordable, and secure housing stock. Directions include development of rental housing and support of a variety of affordable options to suit the needs of the community.

Land Use Designation

Land Use Designations implement the land use plan in the OCP by regulating the types and scale of land uses. Lands within the Village boundary are designated on OCP Map B shown below.

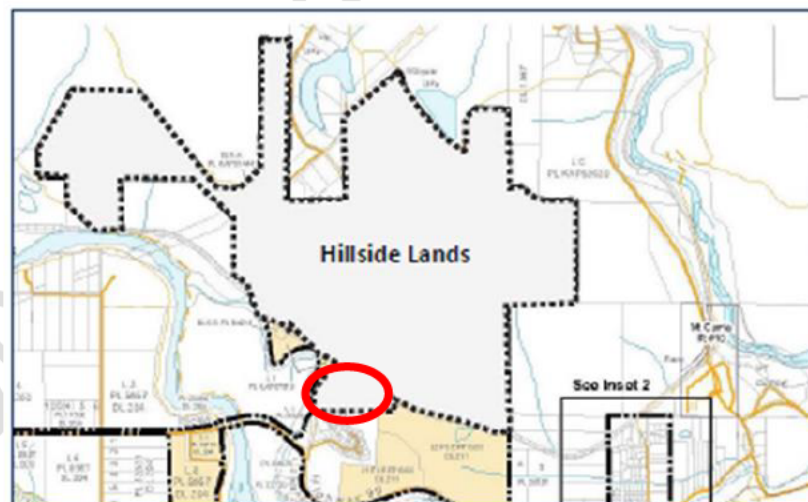


The subject property was brought into the Village of Pemberton through a boundary extension process that completed after the adoption of the 2011 OCP. Therefore, this project does not have a land use designation and must be established. The lands are within the Hillside Special Planning Area, identified in the OCP, which also contains Den Duyf Park, The Ridge, and Sunstone Ridge development lands. A more comprehensive overview of the subject lands is contained within the Hillside Planning Study, as approved by Council in 2011.

Any development proposed shall consider the directions contained within the Hillside Planning Study as it provides additional information related to the character of the lands and site constraints (environment, archaeological and cultural sites, slope stability, agriculture, wildfire protection, and visual impacts), development potential, community amenities, connectivity, servicing, and phasing.

Hillside Planning Study

This report provided the background information for the boundary extension and the OCP amendments that occurred in 2011. It recognized that future considerations would be required including site specific OCP amendments that apply to new development. The Land Use Framework gave direction on Site Constraints (Natural Environment, Archaeological and Cultural Sites, Geotechnical Considerations and Slope Stability, Agricultural Land Reserve, Wildfire Protection, Visual Impacts, Recreational Trails, Rock Climbing and Bouldering) and Development Potential. The Hillside Lands cover a large area, shown in the map below. It should be noted that the subject property for this application makes up a small portion in the southwest corner.



The Development Potential section notes that the Hillside Lands are anticipated to be a satellite neighbourhood that is separated from the main community of Pemberton that surrounds the downtown. The opportunity is to create a well-designed compact neighbourhood that integrates the existing parcels in that area. The challenge is to create a level of density that supports non-residential uses.

Community Climate Action Plan

Pemberton Council adopted the Community Climate Action Plan (CCAP) in 2022, which contains several policies related to development. Building construction is mostly addressed through building permits and later in the process. Strategies to “Shift Beyond the Car” are applicable for this application that build upon RGS and OCP directions on building compact communities. Shift 1.1 calls to optimize land use policies and bylaws for compact growth. The policy includes direction to use density bonusing in hillside and infill locations to encourage compact developments. The rationale being that added densities will better support future transit, a commercial node, and protect more green space.

Policy Shift 2 prioritizes walking, cycling, and zero emission mobility options. This policy is relevant when considering how the new development fits in the network around Den Duyf Park.

Age-Friendly Housing Action Plan

Completed in 2019, the Housing Action Plan uses the age-friendly lens that seeks to create an inclusive community that has a full range of affordable housing type. The goals are to:

- Prioritize affordable housing
- Encourage housing design to meet changing household needs and allow seniors to age-in-place
- Focus on addressing housing needs for low to moderate income households
- Foster collaborative partnerships to address housing issues and related social infrastructure

The Housing Plan contains 16 Strategic Directions, many of which look to build partnerships and advocate on housing issues with community groups or to other levels of government. Strategic Directions are highlighted that apply to this application:

- #9 Consider measures to support and incentivize purpose-built rental housing.
- #10 Amend zoning regulations to facilitate the development of more secondary suites where suitable as a means of increasing the rental stock.
- #12 Support innovative housing forms, such as pocket neighbourhoods or co-housing to increase housing choice and ensure older residents can age-in-place.
- #13 Consider the use of covenants or housing agreements to secure affordable rental and affordable homeownership housing.

Engagement

Referrals and Responses

Referral letters were sent to Liiwat Nation and several agencies as per the resolution passed at the Regular Council Meeting No. 1572, held on December 13, 2022 which stated:

THAT Council has considered the obligations under Section 475 of the Local Government Act with respect to the Official Community Plan and Zoning Amendment application by Riverside (Pemberton) Nominee Ltd. on property located at 7362 Pemberton Farm Road East, LOT C DISTRICT LOT 211 LILLOOET DISTRICT PLAN

EPP40824, PID 030-164-532 and requests that the applicant organize, advertise, and host at least one (1) additional public information meeting at a venue considered widely accessible prior to consideration of First and Second reading of the forthcoming OCP amending bylaw.

AND THAT Council has considered Section 475 of the Local Government Act and directs staff to consult with the following organizations before consideration of First and Second Reading to the forthcoming OCP amending bylaw:

- *Lil'wat Nation*
- *Squamish-Lillooet Regional District (SLRD)*
- *Agricultural Land Commission*
- *Ministry of Transportation and Infrastructure*
- *Pemberton Valley Dyking District*
- *Pemberton Valley Trails Association*
- *School District No. 48 – Sea to Sky*
- *School District No. 93 - Consular Scholaire Francophone de la BC*
- *Pemberton and District Chamber of Commerce*
- *TELUS*
- *BC Hydro*

Summaries of responses are below with the complete letters attached as **Appendix B**.

Lil'wat Nation

The Village of Pemberton lies within the traditional territory of the Lil'wat Nation. The lands have been used and occupied by the Lil'wat since time immemorial.

In the response letter dated, February 7, 2023, the Lil'wat Nation asserts its inherent aboriginal title to its entire traditional territory, sovereignty over its traditional territory, and a right to self-determination. The Lil'wat Nation's aboriginal rights, including title, are protected under s. 35 of the *Constitution Act*, 1982.

This application was reviewed by the Lil'wat Nation Land Use Committee. The committee tabled the referral and will not comment on an amendment to the Village of Pemberton Official Community Plan (OCP) while the current review and update of the OCP is in progress.

Squamish-Lillooet Regional District (SLRD)

A letter from the SLRD, dated, February 8, 2023, made several comments. The letter notes the relationship between the subject lands and the recreation site and the importance of the transition to the residential subdivision. Other comments question the lack of affordable housing options in the proposal.

Ministry of Transportation and Infrastructure (MOTI)

The response from MOTI had no immediate objections to the development proceeding. Section 52(3) of the *Transportation Act* requires that a copy of the proposed zoning bylaw be sent to MOTI for review and approval after Third Reading.

Pemberton Valley Dyking District (PVDD)

PVDD provided a response letter with no immediate concerns. Some guidelines were shared to be followed if this development proceeds to the construction stage.

School District 48 Sea to Sky

The school district responded to the referral request on January 6, 2023, with no comments.

Agricultural Land Commission (ALC)

The Regional Planner for the ALC responded noting that the affected properties are outside the ALR and adjacent to a gravel pit, there is no objection to the proposal.

BC Hydro

BC Hydro responded with several comments that are applicable at the building permit and construction stages. They have no objection in principle for the development application.

Village of Pemberton – Internal Referrals

In addition to the external referrals that are summarized above, the application was circulated for internal comments from Village Departments. Comments received noted the potential for some affordable housing options in this location, the desire to improve the aesthetics of a neighbourhood with this level of density, and the environmental benefits to providing walkable service amenities in this area.

Applicant Response

All referral responses were forwarded to the applicant who responded to the various issues that were raised. Where applicable, the applicants will work with the PVDD, BC Hydro, and other agencies as required throughout the development process. Some comments are more specific to the land uses and the options that could be considered for affordable housing and other issues. The applicants have had continued dialogue with Village staff to address the issues raised.

Public Meetings

The applicants have held two (2) public information meetings providing the community opportunities to learn more about the proposed development, ask questions, and provide comments. The first public meeting was held on November 1, 2022, at Sunstone Golf Course, with approximately 35 in attendance including the hosts. The second meeting was held on February 28, 2023, at the Pemberton and District Community Centre, with 21 in attendance (hosts and Village staff excluded).

Comment Summary

The applicants have provided a summary of comments collected at the two public information meetings. Comments were arranged by topic and are summarized below. A full record, including responses from the applicants, is provided as **Appendix C**.

Comments were arranged by topic with categories for Housing, Layout and Design, Commercial Uses, Parking, and Community Amenities. Housing comments were a mix of support for density noting the need for affordable options and concerns over the increase in traffic. Comments on Layout and Design included support for more park and open spaces, and possible connections to Den Duyf Park. Some support was included for the idea of commercial space and some amenities like a daycare. Parking space was noted with concerns over residents using garages as storage and not wishing to have cars overflowing into the street. Community Amenities should focus on the ongoing development of Den Duyf Park and ensuring that new additions support the families that are in the area.

Advisory Land Use Committee

The Advisory Land Use Commission (ALUC) met on April 13, 2023. The application, engagement to date, and applicant responses were presented, and the commission asked to discuss and provide a recommendation. ALUC members discussed many topic areas in the application and in the referrals, including the housing mix, parking and snow storage, infrastructure capacity, and the need for long term rental units over short term vacation rentals.

The ALUC provided the following recommendation:

THAT the Advisory Land Use Commission recommends that Council support proposed rezoning application OR#135 – Parkside, subject to the following recommendations:

- *Council considers the appropriate balance between adding density while considering parking requirements while ensuring adequate parking supply*
- *Consider a 15% affordable housing minimum*
- *Council considers additional housing options such as suites in Duplexes, Lock-off suites, and Co-housing, and requiring mandatory suites or a minimum number of dwelling units*
- *Council considers housing types that support increased quality of life*
- *Requiring affordable housing tools such as the use of covenant to restrict short-term rentals in this area, or considering covenants to restrict rentals to local employees and retirees*
- *Ensuring that parking supply is sufficient for the proposed commercial uses and future development of the rec site and residents*
- *Ensuring that neighborhood commercial serves the community that is around it, and remains small-scale*

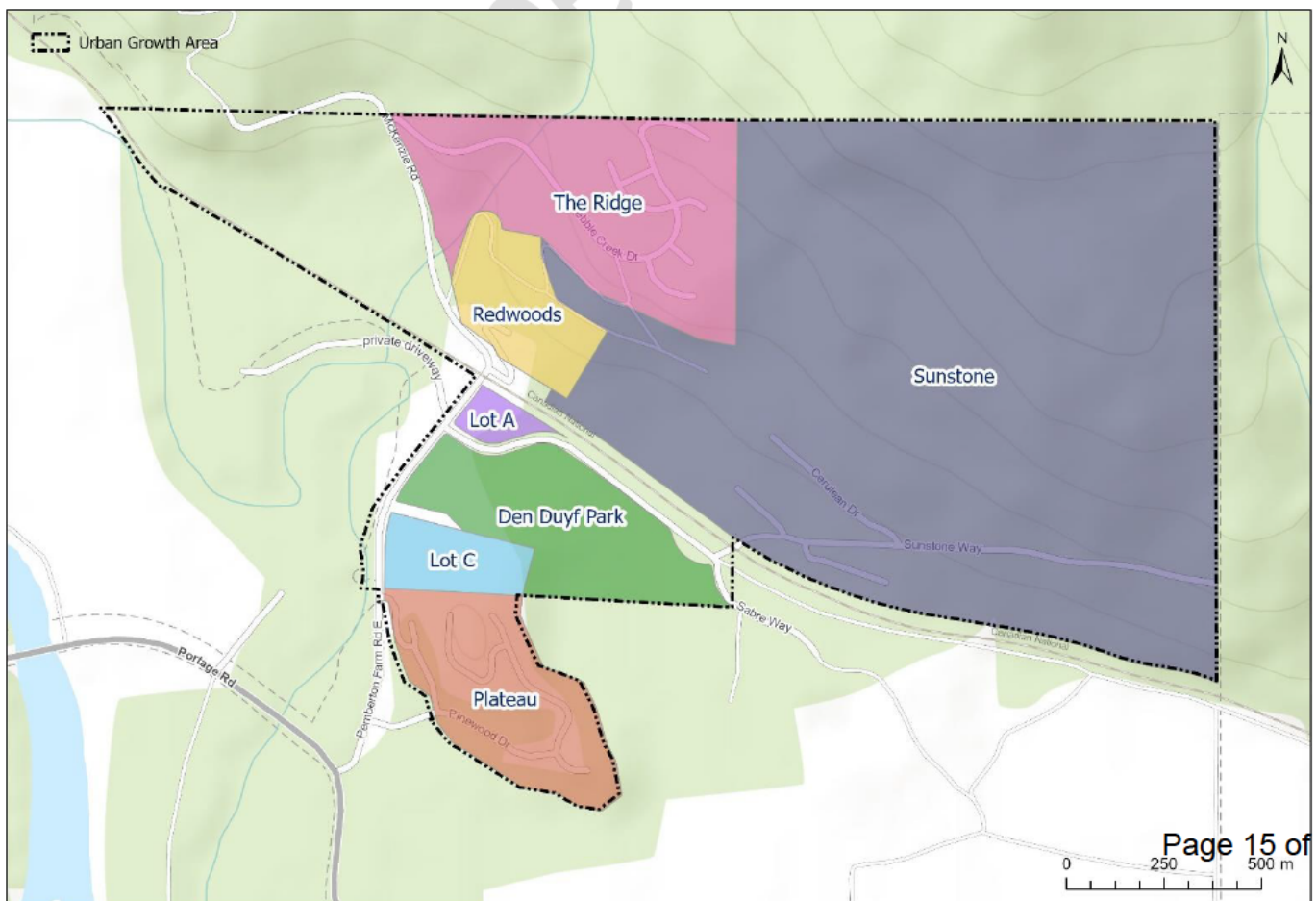
Discussion

The proposal is generally consistent with the goals and objectives of the Official Community Plan and the other plans and policies, with some exceptions. The location of the property that abuts Den Duyf Park is critical for success of the hillside area with respect to a compact community. The existing developments (The Plateau, The Ridge, Sunstone Ridge) are low density subdivisions that will struggle to achieve the number of residents to support neighbourhood amenities. Strategic importance of higher densities in the area closest to the recreation site is of utmost importance. More people within walking distance of Den Duyf Park as the node or central point of this community will provide a better chance for some small commercial uses to succeed and a better chance at services like transit.

The application supports the concept of infill, with a development of a brownfield site and will connect with existing infrastructure. Many of the plans, policies, and comments support this type of development at this location.

Comments received through referrals and the public meetings highlight the need to consider housing options beyond the single-family homes. Alternatives from suites to smaller lots were among the responses.

There is an opportunity to further the development of the area with greater support and investment in the Den Duyf Park recreation site. Additional densities will grow the population within walking distance of the recreation site and establish the node as the central place for the Hillside area. Figure 1, shows the Hillside Cluster, contained within the current Urban Growth Boundary, comprising the Plateau, Sunstone, The Ridge, and other parcels that surround Den Duyf Park.



In response to the feedback received, Village staff have maintained dialogue with the applicants, discussing the possibilities for the proposed development. The housing mix has been revisited to consider Houseplexes that could contain up to 4 dwelling units on a lot, with the maximum density determined in part by the lot size. Co-housing, a complex of up to 16 micro units, could be considered on two of the larger lots. Two lots of Co-Housing and up to 32 micro units, could meet the ALUC recommendation of 15% affordable housing with terms to be negotiated in a housing agreement. The comment from the ALUC on increasing quality of life for residents contributes to the need for additional density and diversity of housing types near the recreation site.

The staff recommendation reflects the goal to create a complete and compact community in the Hillside area. The results of the engagement for this application support added density above what was originally proposed. Housing direction points to diversifying the housing mix with opportunity to add "Missing Middle" housing types. Neighbourhood Commercial uses are proposed for Lot 35 and should support the immediate community.

Concerns expressed by the public during the information meetings and by the ALUC need to be considered with some difficult decisions to densify housing and the implications that come with more people in the area. Traffic and parking may be a concern; however, the question of whether parking vehicles space should take precedence over housing people in more affordable options is ubiquitous. Staff believe that lot sizes and particularly lot widths, as proposed, are sufficient to accommodate adequate parking. Some relief may be necessary to accommodate parking when there are 3 or 4 dwelling units which may come in the form of less landscaping, a tradeoff that might be required to ensure the housing need is met.

The connection of the proposed development and ongoing development of Den Duyf Park offer candidates for community amenities contributions (CACs). Conversations are ongoing between staff and the applicants. Prior to requirements, including the CAC package, will be presented to Council when draft bylaws are brought forward for consideration.

COMMUNICATIONS

Official Community Plan and Zoning Bylaw amendments require specific communications as per the *Local Government Act* and Village of Pemberton Development Procedures Bylaw No. 887, 2020.

A Development Information Sign was placed on the property to notify the public that the application was in process. The sign directed the public to website where all information can be reviewed.

Notices for the Public Information Meetings followed requirements set out in the Development Procedures Bylaw that requires letters to be mailed or delivered to owners and occupiers of properties within 100 metres of the subject property.

Should this application proceed to a public hearing, further notices will be distributed as per S.466 of the *Local Government Act*. Advertising will be required in the local newspaper.

LEGAL CONSIDERATIONS

The processing of an OCP Amendment and Zoning Bylaw Amendment is regulated by various sections in Part 14 of the *Local Government Act*, the *Community Charter*, and by the Village's Development Procedures Bylaw No. 887, 2020, as amended from time to time.

IMPACT ON BUDGET & STAFFING

The processing of this application is a cost-recoverable activity as per Development Procedures Bylaw No. 887, 2020. If the cost of review of the development application exceeds the deposit, additional staff time is cost-recoverable from the applicant.

INTERDEPARTMENTAL IMPACT & APPROVAL

No impacts are anticipated outside of the normal procedure for new developments that may include connection to services, development and building permits, and other matters.

COMMUNITY CLIMATE ACTION PLAN

Pemberton Council adopted the Community Climate Action Plan (CCAP) in 2022, which contains several policies related to development. Building construction is mostly addressed through building permits and later in the process. Strategies to "Shift Beyond the Car" are applicable for this application that build upon RGS and OCP directions on building compact communities. Shift 1.1 calls to optimize land use policies and bylaws for compact growth. The policy includes direction to use density bonusing in hillside and infill locations to encourage compact developments. The rationale being that added densities will better support future transit, a commercial node, and protect more green space.

Policy Shift 2 prioritizes walking, cycling, and zero emission mobility options. This policy is relevant when considering how the new development fits in the transportation and trail network around Den Dufy Park.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

New housing development will impact to the region as a whole and to our neighbouring jurisdictions such as Lil'wat Nation, SLRD Electoral Area C, Pemberton Valley Dyking District, Lil'wat, Sea to Sky School District 48, and others. On December 13, 2022, Council approved referrals seeking comments from the neighbouring jurisdictions as required under S.475 of the *Local Government Act*. Comments that were received are discussed earlier in this report and attached as **Appendix B**.

ALTERNATIVE OPTIONS

Option One:

THAT the Committee of the Whole recommend to Council that staff proceed to draft the proposed Official Community Plan and Zoning Amendments as presented in the application.

Option Two:

THAT the Committee of the Whole recommend to Council that staff prepare draft Official Community Plan and Zoning Bylaw Amendments as per the recommendation with the following changes as discussed by Committee of the Whole:

- a. (determine through discussion)

Option Three:

THAT the Committee of the Whole recommend to Council that staff prepare Official Community Plan and Zoning Bylaw amendments as follows:

- a. Allows for the proposed 35-lot subdivision as presented in the Conceptual Site Plan;
- b. Work with the applicant to determine an appropriate housing mix that includes:
 - i. Houseplexes –that may include a principal dwelling unit and up to three (3) accessory dwelling units, duplex, triplex, and fourplex, or combination thereof with regulations for a maximum 4 dwelling units on each residential lot.
 - ii. Provisions for secondary suites, carriage houses, and garden suites, to increase the diversity of housing options.
 - iii. Co-Housing is permitted on lots 27 and 28 for up to 16 micro units on each lot

RECOMMENDATIONS

THAT the Committee of the Whole provide direction as to which option they recommend to Council.

ATTACHMENTS:

- Appendix A:** Application Package
Appendix B: Referral Response Letters
Appendix C: Public Information Meeting Comments

Prepared & submitted by:	Colin Brown, Planner II
Manager Approval:	Scott McRae, Manager of Development Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

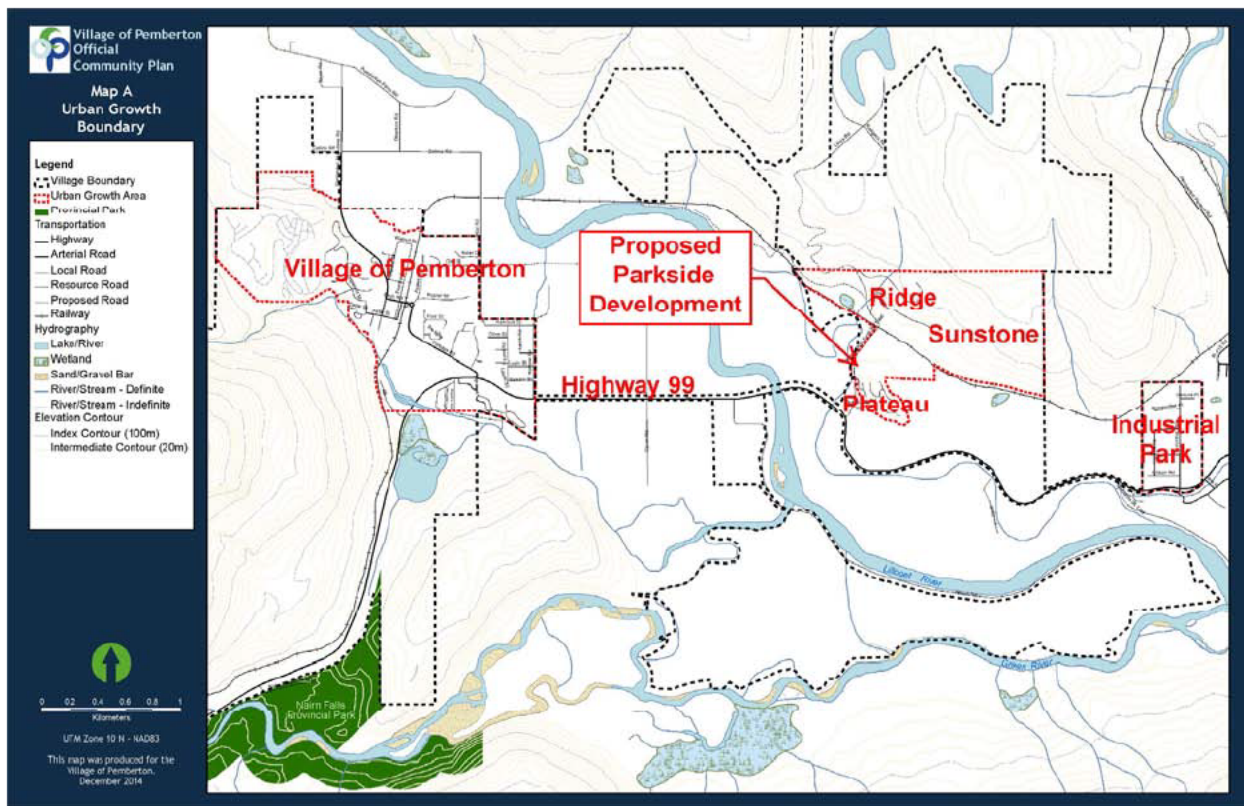


Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East

Rivertown Pemberton GP Ltd. appreciates the opportunity to present this OCP/Zoning Amendment Application to the Village of Pemberton. The purpose of this Application is to propose the rezoning of the subject lands to allow for a single-family residential subdivision and a small neighbourhood commercial property fronting Sabre Way on the corner of Pemberton Farm Road East.

Description of the Proposed Development

The proposed development is a 2.4-ha (6-acre) site located at 7362 Pemberton Farm Road East, 3.5-km east of the Village of Pemberton. The site is on the east side of Pemberton Farm Road East and south of Sabre Way (new road dedication), between the Pemberton Plateau neighborhood and Den Duyf Park. It is legally described as Lot C, Plan EPP40824, DL 211. The site location is illustrated below.



The property is immediately north of the 60-lot single-family residential subdivision known as Pemberton Plateau (accessed from the south from Pinewood Drive), and the 29-unit townhouse complex known as Pemberton Plateau Townhouses (with primary access from Pemberton Farm Road East). An aerial perspective of the site looking west is provided below.



Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East



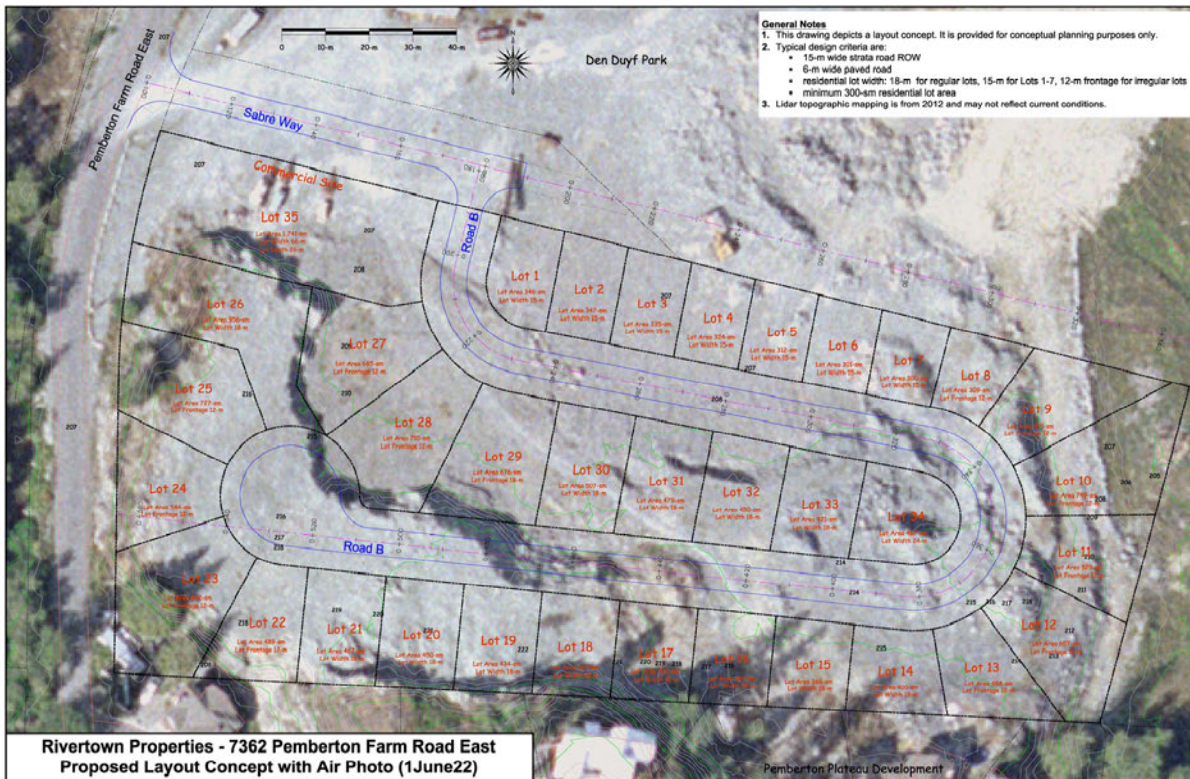
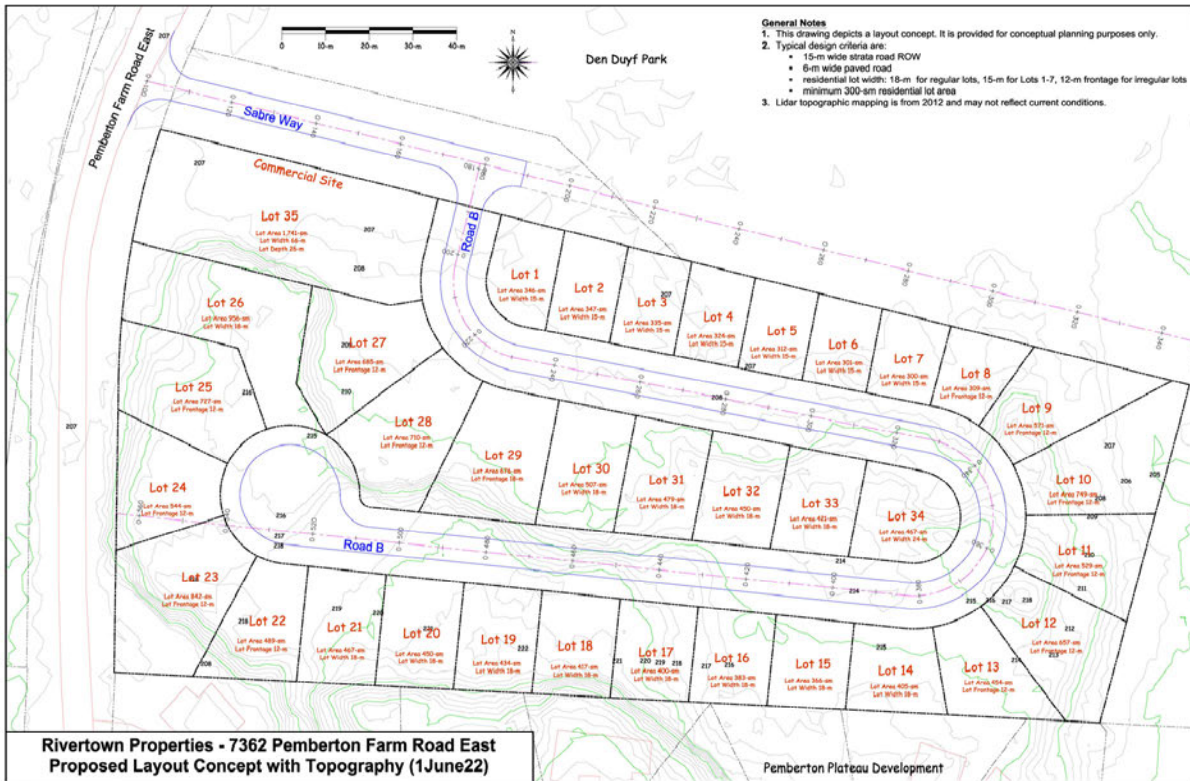
Directly north of the subject property is Den Duijf Park, (formerly know as the Pemberton and District Recreation Site) where there will be multiple, family-oriented recreation facilities including two grass playing fields (and a to-be-constructed amenity building and change room), a mountain bike skills park, amenity building and space for a future baseball diamond, as well as an indoor recreation complex. Flanking the north side of the proposed Recreation Facility are the recent neighbourhood-oriented subdivisions of The Ridge (a 44-lot single family development), Sunstone Pemberton (currently, a 114-lot single-family development with future phases coming) and Elevate (a 50-unit multi-family development). All families in these subdivisions will pass by the subject lands daily making this site an ideal location for small neighbourhood commercial service providers.

The site is currently vacant. Historically, it was used for part of a gravel processing operation. There is no significant vegetation on the site. The site consists mostly of tailings from the gravel operation (boulders and a gravel stockpile) and exposed rock outcrops. The site is not within the Agricultural Land Reserve but is subject to floodplain requirements.

The site is currently zoned RES-1 (Resource 1). It is proposed to rezone it to a Comprehensive Development (CD) zone that would permit affordable single-family residential lots (minimum 300-sm lot size), as well as a commercial building with surface parking. The proposed development concept is illustrated below.



Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East





Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East

Site servicing will conform to Village of Pemberton servicing standards. Access to the site will be from Pemberton Farm Road East along an existing road right-of-way. A 6-m wide paved road will be constructed to provide access to the site. Water services will connect to the existing watermain adjacent to the site on Pemberton Farm Road East. Sewer services will connect to the existing sewer pumpstation at the intersection of Pemberton Farm Road East and Sunstone Way.

In the Village of Pemberton Official Community Plan, the proposed development site is located within the Hillside Special Planning Area (reference Section 6.2 and Map O of the OCP). The site is further identified as Parcel #7 of the Regional Context Statement Area (reference Section 3 and Map N of the OCP).

Rationale in Support of the Proposed Development

Given the demand for housing in Pemberton and the nature of the surrounding neighbourhoods, it makes logical sense that this infill site be rezoned for small single-family lots and add to the residential stock of the Pemberton community. We propose to create single-family lots rather than townhouses as the property's topography and composition make a townhouse project more difficult to service and would require excessive blasting and disruption. In addition, small single-family homes provide a more affordable option to larger single-family homes and offer more living space for a growing family than a typical townhouse unit.

We also contemplated development models where duplex lots could run along the north perimeter of the site (east of the commercial lot). Since it is not possible to stratify a strata plan, these duplex lots could be separate strata corporations (one for each duplex) that all share Road B with the bare land strata corporation – a complicated arrangement. Alternatively, we considered whether the duplex lots could be fee-simple lots however due to the constraints of the site, it is not possible to accommodate a municipal road. Instead, fee-simple duplex lots could be oriented with driveways facing north toward the park, accessed by an extension of Road A/Sabre Way (municipal road with additional requirements for infrastructure). We understand that the Village of Pemberton prefers that all lots are accessed from the internal strata road (internal driveways).

After analyzing these different scenarios, we conclude that the most efficient use of this unique site is to provide a combination of a commercial building for neighbourhood-oriented service providers together with affordable small single-family lots. We believe that small single-family homes will be attractive to the “missing middle” demographic of young families and empty nesters. This demographic will enjoy the development's prime location right across from the recreation centre and park, trails, biking and hiking.

Once rezoned, we will propose to subdivide the property into:

- a) one commercial lot (subdivided from the parent parcel) located at the corner of Pemberton Farm Road East and Road A/Sabre Way along the northwest border of the subject lands with a lot size of 1,732 square metres.



Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East

- b) a bare land strata subdivision which would include 34 small single-family strata lots ranging in size from approximately 300 to 700 square metres (3,229 to 7,535 square feet).

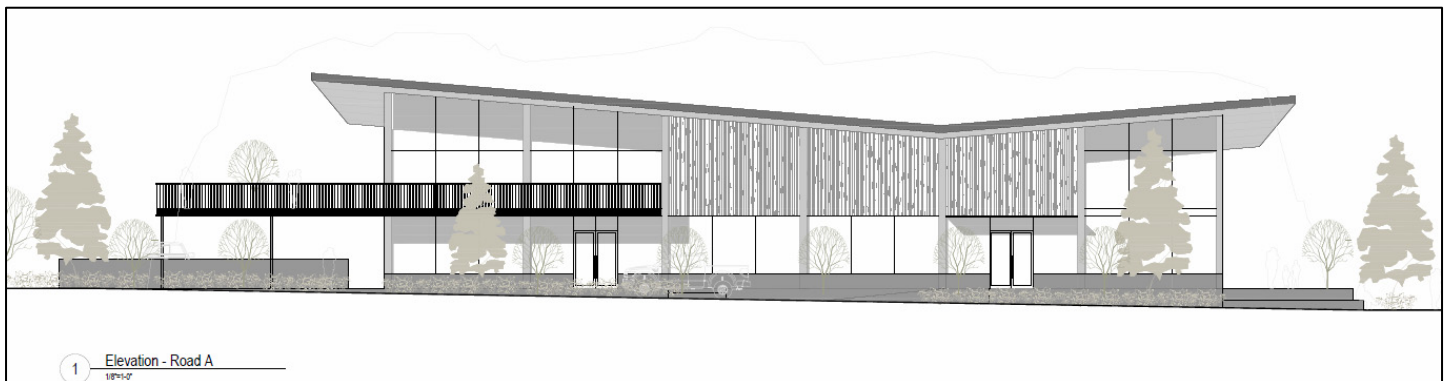
Commercial Lot

We envision the commercial lot will comprise a small neighbourhood commercial building with a single level and mezzanine (or two full levels) with adequate surface parking for patrons. An easement would allow the commercial lot to share part of Road B with the bare land strata subdivision, to provide access to the side and rear of the building for parking, loading and waste facilities.

We have provided a sample massing drawing of a commercial building with a total of 8,402 square feet broken down as 6,032 sf on the ground floor and 2,370 sf on the 2nd level mezzanine. You will note that we intend to blast/remove a minimum amount of rock from the shear wall at the back of the proposed commercial lot to maximize the usable land and provide for more design options.

Here is a list of potential commercial tenants who would be interested in this location as the hub for Dun Duyf Recreation Centre and as the centre point for services provided to the growing residential population in the surrounding neighbourhoods:

- Bike shop, sporting store
- Bakery, café, bistro, coffee bar
- Private liquor store
- Convenience store, variety store
- Pet store, Doggie daycare
- Local office services such as business/accounting, insurance, legal
- Hair salon, beauty salon, esthetic services, day spa
- Health services – physiotherapy, massage, acupuncture
- Daycare (if parkland across the street can be used for outdoor space requirements)



Elevation – looking South from Dun Duyf Park



Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East

Full-size drawings of the sample commercial building elevations are included in this package for your review. This sample layout contains a minimum of 2 commercial units (4,200 sq.ft. each) and has been designed to allow for up to 6 different commercial units of 1,400 sq.ft. each (or units can be combined).

Residential Bare Land Strata Lots

We have reviewed Pemberton's R-2 Small Lot zoning and find most of the regulations could be met by our proposed development, with two exceptions noted below.

Lot Regulations	R-2 Zoning	Proposed
a) Min lot size	350 m ²	300 m ²
b) Minimum lot width	12 m	12 m (min frontage)
Building Regulations		
a) Minimum Principal Building Width	6 m	6 m
b) Minimum Front Setback	6 m	6 m
c) Minimum Rear Setback	5 m	5 m
d) Minimum Interior Side Setback	1.5 m	1.5 m
e) Minimum Exterior Side Setback	2.7 m	2.7 m
f) Maximum Lot Coverage	50%	50%
g) Maximum No. of Principal Buildings	1	1
h) Maximum No. of Accessory Buildings	1	1
i) Maximum Building Height, Principal	Two (2) storeys	Three (3) storeys
j) Maximum Building Height, Accessory	4.6 m	4.6 m

The eight proposed single-family lots along the north PL are on the flood plain, so we envision two levels of living space atop garage/storage/entry = three levels.

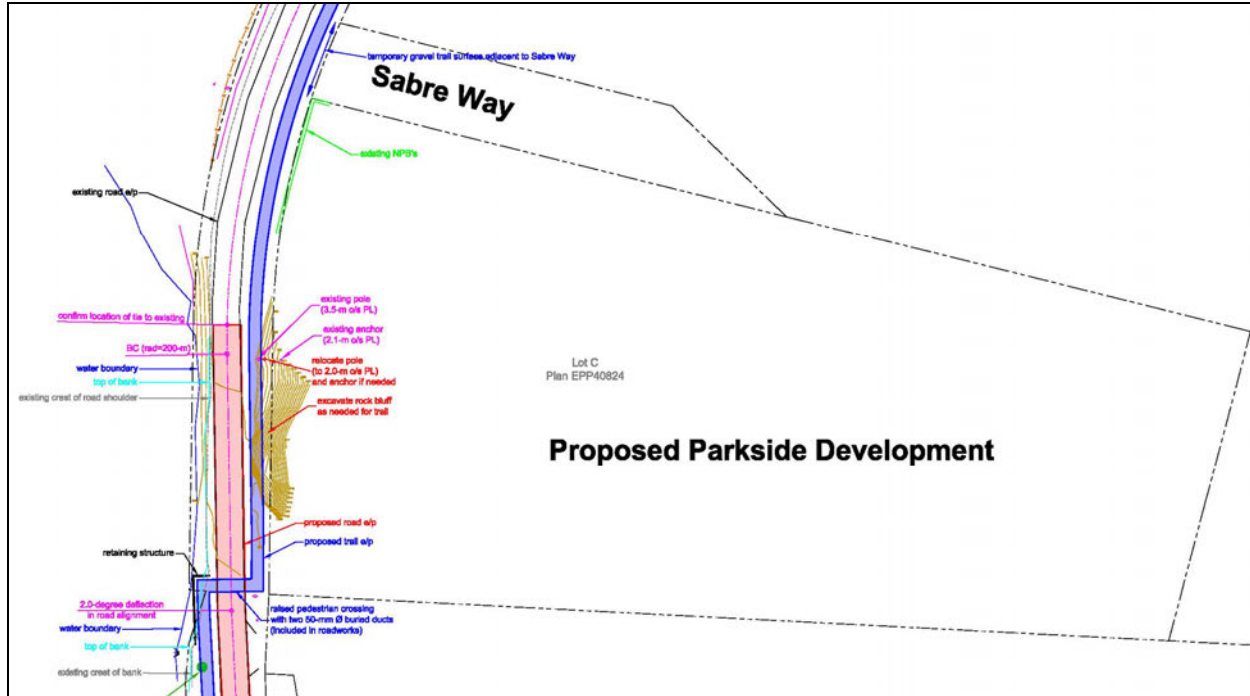
For the remaining lots that do not have floodplain restriction on the ground floor, we propose that secondary suites be allowed in the design of the homes. These suites can be rented out as a mortgage helper for the owner and at the same time, address the need in Pemberton for affordable rental studio/bachelor suites for local residents and employees.

Other Notable Items

- As you are aware, there are townhome neighbours near the southwest corner of the property whose backyards are encroaching over the property line. We are offering to formalize this arrangement with a surveyed easement allowing them to continue to use it.
- We are committed to assist with the extension of the Valley Trail along the West side of Pemberton Farm Road East and have provided a preliminary drawing of how we can trim back some of the rock within the SRW to accommodate the trail (below).



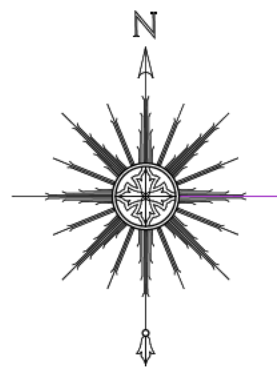
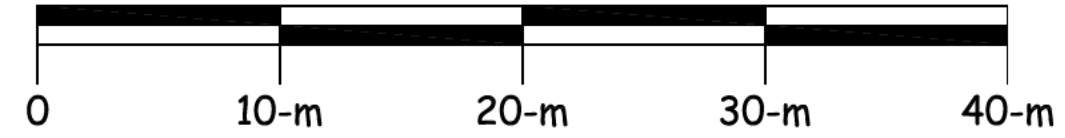
Description/Rationale Statement for OCP/Zoning Amendment Application Rivertown Properties – 7362 Pemberton Farm Road East



Aligned Goals and Objectives of the OCP

The proposed development is consistent with the goals and objectives of the OCP as follows:

- the site is identified in the OCP for residential and neighbourhood commercial use;
- the proposed lot size will result in more affordable housing than for the larger lots in the adjacent Hillside developments;
- the site is adjacent to the proposed Recreation Facility, as well as an extensive network of trails and bike routes;
- the site will be adjacent to regional transit services when they are established to service the Recreation Facility and Hillside developments.



Den Duyf Park

General Notes

1. This drawing depicts a layout concept. It is provided for conceptual planning purposes only.
2. Typical design criteria are:
 - 15-m wide strata road ROW
 - 6-m wide paved road
 - residential lot width: 18-m for regular lots, 15-m for Lots 1-7, 12-m frontage for irregular lots
 - minimum 300-sm residential lot area
3. Lidar topographic mapping is from 2012 and may not reflect current conditions.

Conceptual Site Plan

Pemberton Farm Road East

Commercial Site



**Rivertown Properties - 7362 Pemberton Farm Road East
Proposed Layout Concept with Topography (1June22)**

Pemberton Plateau Development

Photographs of the Site

Site Photographs for OCP/Zoning Amendment Application
Rivertown Development – 7362 Pemberton Farm Road East



Looking South at Site



Looking West at Site

**Site Photographs for OCP/Zoning Amendment Application
Rivertown Development – 7362 Pemberton Farm Road East**



Looking East at Site



Looking South at Site



February 7, 2023

Village of Pemberton
P.O. Box 100, 400 Prospect Street
Pemberton, BC V0N 2L0
Email: cbrown@pemberton.ca

Attention: Colin Brown, Planner II

Re: OR135 – Parkside OCP and Zoning Bylaw Amendment

Our File: 01042023-001 VOP Parkside

We are writing to you in response to your letter dated January 4, 2023, informing us of a application for an OCP and Zoning Bylaw amendment to facilitate development of 34 small residential lot subdivision and one commercial lot, and providing an opportunity for consultation on this proposed change.

The Village of Pemberton lies within the traditional territory of the Lil'wat Nation. These lands have been used and occupied by the Lil'wat since time immemorial. The Province of British Columbia has been notified of the existence of the Lil'wat Nation's traditional territory.

The Lil'wat Nation asserts its inherent aboriginal title to its entire traditional territory, sovereignty over its traditional territory, and a right to self-determination. The Lil'wat Nation's aboriginal rights, including title, are protected under s. 35 of the *Constitution Act, 1982*.

A series of recent court decisions have:

- upheld the existence of aboriginal title in British Columbia;
- declared that aboriginal title coexists with crown title;
- limited the instances in which aboriginal title can be infringed by British Columbia or a third party;
- established strict criteria for any such infringement;
- declared that aboriginal title includes the right to choose the use to which the land is put;
- placed a legal duty on the Province of British Columbia to undertake meaningful consultation with First Nations and accommodate potential infringement; and



- declared that accommodation may have economic and/or cultural components.

Furthermore, the Supreme Court of Canada confirmed in the *Tsilhqot'in* decision that aboriginal title is real and meaningful, territorial in nature, and that First Nation consent is required for the use of its aboriginal title lands and resources. The decision also specifically states that aboriginal title confers:

. . . the right to decide how the land will be used; the right of the enjoyment and occupancy of the land; the right to possess the land; the right to economic benefits of the land; and the right to pro-actively use and manage the land. (at para. 73)

As a consequence of these decisions, British Columbia is under a legal obligation to consult with the Lil'wat Nation, and, where appropriate, seek consent from Lil'wat Nation and accommodate the Lil'wat Nation for infringements on its aboriginal title and rights.

We reviewed the information provided with this referral regarding the proposed OCP and Zoning bylaw amendment with the Lil'wat Nation Land Use Referral Committee on January 25, 2023. The Referral Committee tabled this referral and asked that this referral be amalgamated with the VOP OCP Referral (our file #09262022-001 VoP Official Community Plan Review). The Referral Committee will not comment on an amendment to the Village of Pemberton Official Community Plan while the review and update of the Village of Pemberton Official Community Plan is in progress.

If any new information were to arise during the course of this activity that indicates there may be impacts on Lil'wat aboriginal rights, title or interests, we would expect to receive notice and to have an opportunity to provide comments at that time. Furthermore, nothing in this letter is intended to affect the scope of, or the opportunity to exercise, any of Lil'wat's aboriginal rights, nor is it intended to accept any infringement of same.

Sincerely,



Lisa Pedrini, Acting Director / Territory Land Use Manager
Lands and Resources Department
Lil'wat Nation



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

February 8, 2023

Dear Mr. Brown,

RE: Proposed 35 Lot subdivision at 7362 Pemberton Farm Road East

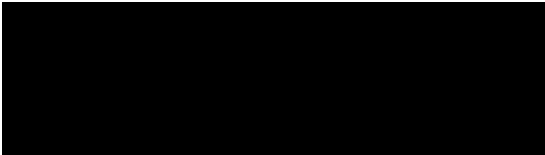
Thank you for the opportunity to provide comments with respect to this referral. The SLRD offers the following comments with respect to this application:

- When this parcel of land was in SLRD Electoral Area C, the Official Community Plan called for a sub-area plan to be created. It appears that this was never done once this land transferred to the Village of Pemberton.
- The recreation site property (Lot B) is still in the Agricultural Land Reserve (under a non-farm use permit). The OCP requires decent buffers to ALR land. Careful attention should be paid to separating the recreation site from the residential. An example to avoid would be the Tiyata neighbourhood and the interface to the Signal Hill Elementary School – with various fences backing onto schoolyard space and creating a hard interface and awkward overlook.
- The general concept of infill on the site seems appropriate, however, this project does not appear to meet affordability housing goals and objectives.
- There is no commitment or plan for non-market housing (The SLRD Regional Growth Strategy sets target of 15% - see Goal 3 of the [Regional Growth Strategy Bylaw](#))
- This site presents one of the few remaining opportunities for affordable housing. Townhouses and small apartments would house more people on the site and be within financial reach of more residents.
- With such small houses being proposed, it would be much more efficient financially and environmentally to simply join the houses together as townhouses. This would also avoid the snow shedding issues that come with houses that are too close together. It would also house far more people with side setbacks eliminated.
- The proposed affordability of “small lot single family” is questionable, especially given that lots will likely start at \$500,000 (apparently this was communicated at the proponent open house). With construction costs at \$300+ per square foot, the average house will cost well over \$1 million. This is not affordable to most Pemberton residents.

- There is no commitment or plan for employee rental suites (ideally suites should be required in all single detached dwellings and these should be covenanted for employees and retirees)
- The proposed density of the site may create parking challenges . The lots are very small.
- Driveways should be long enough to allow a full truck to park without encroaching onto the road drive aisles.
- The addition of a commercial use will be beneficial for the neighbourhood and sports facilities.

If you should have any questions, please feel free to contact me directly.

Regards,



Kim Needham,
Director of Planning and Development Services, Squamish-Lillooet Regional District

To: Colin Brown – Planner / Development Services

RE: OR135 – Parkside, 7362 Pemberton Farm Road East

The PVDD has reviewed the documents and has the following comments on the proposed development.

The PVDD has no immediate concerns for the land use as shown, however some guidelines need to be followed.

1. No part of any structure should be built below the FCL. This is to increase flood resilience inline with the Provinces new flood strategy and Emergency Preparedness Act. FCL calculation should be based on the latest flood plain mapping that can be found on the PVDD website.
2. This area is an area that will likely be affected by future diking works. The goal would be to increase flood protection levels. It is up to the developer to engage with PVDD to learn more about this as the process moves forward. The potential project may affect the alignment of Pemberton Farm Road East and other geographical features.
3. The PVDD cannot comment on the drainage requirements at this time due to the lack of detailed drawings. We recommend that the drainage designer reach out to the PVDD prior to the start of design to get more detailed information on the area. The PVDD will need to see a detailed drainage plan prior to permitting.
4. The current design does not appear to have any place for snow melt and storage areas. This should be part of the over all plan.

Please forward more detailed drawings when they become available.

If there are any other questions related to this matter please email kclark@pvdd.ca



Colin Brown

To: ALC Referrals ALC:EX
Subject: RE: Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

From: ALC Referrals ALC:EX <ALC.Referrals@gov.bc.ca>
Sent: January 10, 2023 1:52 PM
To: Colin Brown <cbrown@pemberton.ca>
Subject: RE: Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

Colin

It is noted that the affected properties lies outside the ALR but adjacent to a gravel pit in the ALR.

As such there is no objection to the proposal .

Regards

Martin Collins, Regional Planner, ALC
Ph. [REDACTED]

Colin Brown

To: Ian Currie
Subject: RE: [EXTERNAL]Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

From: Ian Currie <ICurrie@sd48.bc.ca>
Sent: Friday, January 6, 2023 10:41 AM
To: Colin Brown <cbrown@pemberton.ca>
Cc: Scott McRae <smcrae@pemberton.ca>; Danielle Haverstock <DHaverstock@sd48.bc.ca>
Subject: RE: [EXTERNAL]Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

Hi Colin,

Thank you for forwarding the Development Referral – OR135 Parkside, OCP and Zoning Bylaw amendment application for our comments.

On behalf of School District No. 48 (Sea to Sky), I have reviewed the information and have no comments at this time.

Regards,

Ian

Ian Currie
Director of Operations
School District No. 48 (Sea to Sky)
P.O. Box 250
37866 Second Avenue
Squamish, BC
V8B 0A2
Tel: 604-892-5228
Cell: [REDACTED]



MoTI File #: 2023-00220

Date: Feb/01/2023

Village of Pemberton
7400 Propsect Street
PO Box 100
Pemberton, British Columbia V0N 2L0
Canada

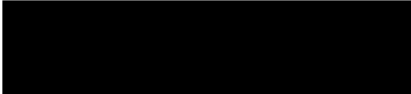
Attention: Colin Brown, Planner II

**Re: Proposed OCP and Zoning Bylaw Amendments for:
LOT C DISTRICT LOT 211 LILLOOET DISTRICT PLAN EPP40824
7362 Pemberton Farm Road E, Pemberton**

Thank you for the opportunity to comment on the above noted rezoning and OCP amendment referral for 7362 Pemberton Farm Road East. The Ministry has reviewed the proposal and has no objections to the development proceeding. If there are any changes to the scope of development please provide an update when available. Otherwise a copy of the zoning bylaw should be provided to our office after third reading for review and approval under Section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Kattia Woloshyniuk at (236) 468-1926.

Yours truly,



Kattia Woloshyniuk
Senior Development Officer

Local District Address
<p>Squamish Area Office 101-42000 Loggers Lane Squamish, British Columbia V8B 0H3 Canada Phone: () - Fax: (604) 898-4376</p>

Colin Brown

To: Mak, Monique
Subject: RE: [External] Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

From: Mak, Monique <Monique.Mak@bchydro.com>
Sent: Monday, January 16, 2023 11:55 AM
To: Colin Brown <cbrown@pemberton.ca>
Cc: Design, NSC <design.nsc@bchydro.com>; Properties, Help Desk <properties.helpdesk@bchydro.com>
Subject: RE: [External] Development Referral - OR135 Parkside, OCP and Zoning Amendment Application

Thank you for your email. BC Hydro has no objection in principle to the proposed subdivision. The following comments are for the property owner's information:

1. For new construction, BC Hydro wishes to ensure that building permits do not get issued that allow for encroachment of buildings into the safety clearance zones required around existing bare utility conductors, including those utility works installed within road allowance adjacent to the property.
2. It is the responsibility of the Architect and Electrical Engineer of Record (EEOR) to ensure compliance with the Canadian Electrical Code (CEC), Canadian Safety Association (CSA) and WorkSafe BC (WSBC). The CEC, CSA and WSBC stipulate minimum clearances of powerlines and equipment from buildings for safety and safe working clearances (Limits of Approach).
3. If the Developer or Property Owner requires any additional electrical connections, or wishes to relocate any existing powerlines or equipment, please call BC Hydro's Electric Service Coordination Centre at 1-877-520-1355 and ask to speak to a Distribution Designer.

Thank you,

Monique Mak | Property Coordinator, Property Rights Services

BC Hydro
8475 128th Street
Surrey, B.C. V3W 0G1

P 604 543 6058
E monique.mak@bchydro.com

bchydro.com

Smart about power in all we do.

SUMMARY OF GUEST COMMENTS	
Public Information Meetings - OR135 OCP/Zoning Amendment Application	
Single-Family Housing	
We want you to succeed!	
I like the concept. Pemberton needs more single-family homes.	
I am a Pemberton local that would love the opportunity to continue to work local.	
I would appreciate if you built <u>affordable</u> small homes rather than selling lots that people can cram large houses onto. I'm all for small homes.	
I want all information pertaining to this development.	
High density - No! Family-oriented - Yes please!	
I would prefer townhomes.	
Great project for Pemberton. It will be a great addition. More housing and commercial space.	
Nice lots, good to see less density in a development.	
It is a shame that affordable single-family homes are not being suggested here. This lot offers an exciting opportunity for this type of lot.	
Overall looks like a great concept.	
Single family lots - good (no apartment building or townhouses - too much density and traffic)	
Need suites if you stick with single family homes as Village needs housing.	
Layout/Design/Greenspace	
I would appreciate if park space is prioritized because Sunstone and the Ridge have absolutely none, with all the dog owners and kids there is nowhere for anyone to go.	
Amenity building (mail-post/garbage/meeting space?). Natural landscape buffer between development and Plateau homes (Pinewood Dr + Pinewood Place)	
I would love to see you address: greenspace. Paying to reduce parkland is not acceptable. When this area is fully developed there wont be lots of space for community to gather. Using the sportsfield is not a viable alternative to greenspace.	
Suites are good.	
Consideration for a path from the Plateau through the development to the Recreation complex.	
Don't understand why low lying lots that need backfill would not be townhouses, or is it the whole lot strata. Sidewalks needed.	
Commercial Component	
Love the idea of Bike shop/Coffee shop - Great!	
My partner and I recently bought in Plateau and we love the commercial space idea - bike shop, coffee shop etc. We are a young couple with future family planning. Thank you.	
Design review per lot should match formal proposal for retail space.	
Commercial space - great idea.	
Daycare would be good.	

Parking
Please reconsider parking - you need lots! Visitor spots + 10. Also your spot is quite dark so take darkest places to make visitor parking?
Most people are in trades and garages often needed for tools storage. Is it possible to "halve" the commercial building in order to have more residential parking.
Parking is biggest issue - must require 2-car garage + driveway parking + suite parking + visitor parking.
Parking is a concern as garage is a space people use for storage.
Any re-zoning application should include enough parking for min 3-4 vehicles per lot.
Parking is very important. Garages will not be used for parking so essential to have enough parking on site.
Please consider visitor parking spaces.
Parking - reduce industrial lot to accommodate overflow. Road width - what's impossible vs. not cost-effective.
Consider ample parking for owners & visitors.
Parking good (can expand driveways)
Parking - need 2 for main home and 2 for rental suite.
CAC's
Contribution space = dog park / fencing along Sunstone Way.
Appreciate more going into the Rec site.
Love the update to PFarmRdE. Raised crosswalks to reduce speed on a road close to a family complex is fantastic. I am concerned about traffic and worried that the locals will be priced out of this development.
Traffic calming good (raised sidewalks). Community Amenity - park and play structure (with spray park?)
Equestrian use on trails. Equestrian parking/staging area
Other Guest Comments during the Information Meeting:
Where is the garbage area and mailboxes. Garbage is a chore.
Residents are car-dependent. Bus to/from Whistler only twice per day.
Answers from Rivertown Properties:
Lots will be flat, inside the building envelope. No need for the builder to do extensive lot preparation.
We could consider the greenspace immediately adjacent the site - provide cash-in-lieu and work this out with VoP planners.
We could look at a path that runs down from the Plateau and through lots 9 and 10 on the drawing to the Rec Complex.
Local builders are running out of serviced lots - this development supports local businesses and builders.
The bulk of the CAC's will be in the form of amenity contributions for Pemberton residents.
CAC's also to assist in the upgrades to Pemberton Farm Road East.
We propose to extend the Friendship Trail along the side of the property on PFRE.
The water facilities and sewer treatment plant for this area is expandable to accommodate this development.

Date: Tuesday, April 25, 2023
To: Elizabeth Tracy, Chief Administrative Officer
From: Christine Burns, Manager of Recreation Services
Subject: Daycare Project: Nature Play Park Relocation Community Engagement Plan

PURPOSE

The purpose of this report is to seek input from the Committee of the Whole on the engagement plan that has been developed to seek feedback from the community for the relocation of the Nature Play Park PlayScape Structure located at the Pemberton & District Community Centre.

BACKGROUND

At Regular Council Meeting No. 1571, held on Tuesday November 29, 2022, Council rose with report and provided direction respecting the relocation of the PlayScape structure, which is a component of the Nature Play Park at the Pemberton & District Community Centre, and must be moved to accommodate the expansion of the daycare. The resolution is provided below:

Moved/Seconded

THAT Staff be directed to engage with the landscape consultant to further explore Option 2, relocating the PlayScape structure, to the linear or pocket park located between the Spray Park and Radius apartment building and revise of Option 1 by moving the PlayScape further east on the lawn, removing the proposed screening, trees and pathway;

AND THAT the review includes costs, implication and viability of the options, infrastructure and governance of relocating the play structure.

CARRIED

Subsequently, at the Regular Council Meeting No. 1573, held Tuesday, December 13, 2022, Staff presented a proposal from Tom Barratt Ltd, Landscape Architects, to review the options selected and sought Council's approval for the scope and cost to undertake review.

In this regard, the following resolution was passed:

Moved/Seconded

THAT the proposal from Tom Barratt Ltd. Landscape Architects be approved as presented.

AND THAT funding for this review, in the amount of \$7,200, be allocated from the daycare extension Grant.

CARRIED

At the Committee of the Whole Meeting No 238, held on February 7, 2023, Tom Barratt and Alex van Zyl of Tom Barratt Ltd. Landscape Architects, presented relocation options for the Nature Play Park Playscape.

The following resolution was passed:

Moved/Seconded

THAT *Committee of the Whole recommends to Council that the Nature Play Park PlayScape feature be relocated to the Option Two location which is the at the Linear Pocket Park between the Spray Park and Radius building.*

CARRIED

OPPOSED: Mayor Richman & Councillor Ramsden

Following the Committee of the Whole meeting on February 7th, there was discussion on the local community social media forums and the Village received community feedback on the decision with many community members indicating a preference for Option One (on the east side of the Great Lawn adjacent to the Winchester Building) or providing suggestions to house the playground amenity in another location on the community centre lands or parks in the community.

At the Regular Council Meeting No. 1575, held on February 28, 2023, at which the Committee of the Whole recommendation was to be considered and ratified, discussion took place respecting the feedback received and whether it would be appropriate to facilitate community engagement on the matter. Although the above Committee of the Whole recommendation was moved and seconded it was ultimately withdrawn. This was reflected in the minutes of the Regular Meeting.

As a result, further discussion took place respecting the relocation of the PlayScape feature and how to proceed given the feedback received from the community. In this regard, the following motion was passed:

Moved/Seconded

THAT *the decision respecting the Nature Park Playscape relocation be deferred;*

AND THAT *staff be directed to develop a community engagement plan respecting the proposed relocation of the PlayScape Feature;*

AND THAT *the community engagement plan be presented to the Committee of the Whole for review prior to any community engagement proceeding.*

CARRIED

DISCUSSION & COMMENTS

The objective of Community Engagement is to obtain public feedback to inform a decision-making process. Staff have prepared a strategy to consult the community which is outlined in the **Daycare Project - Nature Playscape Community Engagement and Communications Plan** and is attached as **Appendix A**.

Ultimately the goal is to create public park space that has meaningful land-use connections for residents and park users so that they cannot help but love, use and care for the space. Importantly, the aim is to impart a sense of ownership and belonging for residents and create space that is welcoming for visitors.

This consultation process will ideally allow our community to share their opinions of what they believe should be created to ensure a sense of belonging is achieved. A series of ten (10) questions have been developed to gather the community's feedback. While the main target for the questionnaire is the active users of the community centre space and Nature Play Park as well as those living and operating businesses in the vicinity, the survey will be widely promoted to ensure the broader community is provided opportunity to participate. The survey questions are provided in the **Daycare Project - Nature Playscape Relocation Survey questions (Appendix B)**.

COMMUNICATIONS

Upon receiving direction respecting the request for community engagement on the topic of relocation of the PlayScape structure, Recreation Services consulted with the Communications and Grants Coordinator to develop a community engagement and communications plan. Public consultation will be facilitated through "Have Your Say", a survey issued to the community at large, and notification of the request for input will be broadcast through Village social media channels, in person, and to community groups that have specific interest in the playscape structure.

As noted above, the communication plan is attached as **Appendix A**.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

Currently there is no budget allocated for the community engagement process the only consideration is for that of the Recreation Manager and Customer Service Coordinators time as the engagement will be through virtual avenues. This work will be accommodated in the day-to-day operations of the Recreation department.

The budget for the relocation of the structure will be arranged once location is determined. The work to relocate and install will be an additional cost to the overall daycare project.

INTERDEPARTMENTAL IMPACT & APPROVAL

Should support from another department be required as planning progresses, Recreation Services will consult with the manager of that department.

COMMUNITY CLIMATE ACTION PLAN

This project has no impact on the Community Climate Action Plan strategies.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The budget for Recreation in Pemberton is jointly supported by the Village and Squamish-Lillooet Regional District (SLRD) Electoral Area C. Decisions related to recreation lie with the Pemberton Valley Utilities and Services Committee (PVUS), on which the Village and SLRD Area C Elected Officials sit. As such, it would be prudent to recommend that review of the options and discussion related to the relocation be directed to PVUS to ensure the SLRD representatives have input on the proposed changes.

ALTERNATIVE OPTIONS

Option One: THAT the Committee of the Whole support the proposed community engagement strategy as presented.

Option Two: THAT the Committee of the Whole provide input on the community engagement strategy including any changes for staff to incorporate.

RECOMMENDATIONS

THAT Committee of the Whole provide input and direction.

ATTACHMENTS:

Appendix A: Daycare Project – Nature Playscape Community Engagement and Communications Plan

Appendix B: Daycare Project – Nature Playscape Relocation Survey questions

Prepared by:	Christine Burns, Manager of Recreation Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

Community Engagement and Communications Plan



Nature Play Park Relocation

CP015.V1

April 4, 2023

Vinka Hutchinson

Background

(Provide some background on your project/initiative/change/action. How does it align with VOP Strategic Priorities?)

In early 2022, the Village was awarded funding through the ChildCare BC New Spaces Fund to complete an expansion of the existing Pemberton Children's Centre to provide additional child care spaces to the Pemberton Community.

The current location of the Nature Play Park falls within the area designated for the Pemberton Children's Centre expansion project. It's therefore necessary to relocate the Nature Play Park to a new location.

Village Staff engaged Tom Barratt Ltd. Landscape Architects to develop options for the relocation of the Park and in February 2023, two options were presented to the Committee of the Whole as potential new locations for the Nature Play Park:

1. the east side of the Great Lawn
2. next to Spray Park

Since then, there has been a great deal of community interest in this project with some discussion on social media and the submission of letters to Council. Council have instructed Staff to complete further community engagement on this project in order to come to a decision on the new location of the Park

Community Impact

(Identify the Community Impact of the project/initiative/change/action.)

Level one: High impact on whole community

Level two: High impact on select area and/ or community group

Level three: Modest impact on whole community

Level four: Modest impact on select area and/or community group

Level of Public Participation

(Assess the internal and external expectations and select the level on the [IAP2 Spectrum](#).)

Consult.

Public Participation Goal:

(As identified in the IAP2 Spectrum for the level of participation you have selected.)

To obtain public feedback on analysis, alternatives and/or decision.

Promise to the Public:

(As identified in the IAP2 Spectrum for the level of participation you have selected.)

We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

Objective

(Considering the Public Participation Goal identified above, outline the objective of this community consultation. Objectives should be Specific, Measurable, Attainable, Relevant and Timely.)

The objective of this Community Engagement and Communications campaign is to obtain public feedback on the two options presented which will inform the final decision.

This will be accomplished through the development of a dedicated webpage to provide project information and options to the community, an online survey to seek feedback on the options presented and other online tools including “Ask the Village” and “Share your Story” where users can ask questions of Staff and share experiences relevant to the project. These engagement tactics will be employed in May 2023 with results expected by late-June.

Stakeholders

(Who are we trying to reach? Who do we want to get involved?)

Primary	Secondary
Parents of children that use the Nature Play Park	Other Pemberton residents
Residents of surrounding residential buildings	Broader community
Users of PDCC and surrounding grounds	
Pemberton Children’s Centre clients	
Businesses and groups that operate in the vicinity	

Key Messages

Message	Purpose
NATURE PLAY PARK RELOCATION PROJECT In late 2022, site preparation work began for the Pemberton Children’s Centre expansion project. Unfortunately the location of the existing Nature Play Park falls within the area designated for this expansion and it is therefore necessary to relocate the Nature Play Park.	Provide project information to the community including location options and way to get involved.

Two options have been identified as potential new locations for the Nature Play Park:

1. the east side of the Great Lawn
2. next to Spray Park

Please take the time to review the maps and key considerations presented below.

[Add maps and key considerations etc.]

HAVE YOUR SAY | NATURE PLAY PARK RELOCATION PROJECT

In late 2022, site preparation work began for the Pemberton Children’s Centre expansion project. Unfortunately the location of the existing Nature Play Park falls within the area designated for this expansion and it is therefore necessary to relocate the Nature Play Park.

We want to hear from you!

Two options have been identified as potential new locations for the Nature Play Park and we would like your help to select one.

Take part in the Nature Play Park Relocation survey to Have Your Say!

The survey will open at 9am on Thursday, June 1, 2023 and close at 5pm on Thursday, June 15, 2023.

To find out more about this project and to view the new location options visit haveyoursay.pemberton.ca/natureplaypark

Promote the survey and the Have Your Say page to the community.

Risks

(Optional: SWOT Analysis)

Risk	Mitigation
Low engagement/not enough data to inform a decision	Promote engagement opportunities widely and frequently
No clear winner	Extend the survey and promote again/alter the survey

Budget

(Detail what budget has been allocated to this project for community consultation? Events, public forums, collateral, printing and design etc.)

No budget has been allocated at this time. As all engagement activities are primarily virtual, the only budgetary consideration is that of Staff time including that of the:

- Manager of Recreation Services
- Customer Service Coordinator, and
- Recreation Staff.

Reporting

(How will you know if you have succeeded? What performance indicators and reporting measures will you use?)

The success of the campaign will be measured primarily through the number and quality of online survey submissions.

Other metrics including FB impressions/likes/comments/shares, webpage visits and volume of questions and stories submitted will also be used to assess the overall success of the campaign.

A report can be generated on request following the completion of the campaign.

Implementation Timeline

Date	Tactic	Message	Tool/Channel	Action By
01/05/2023	Engagement launch	Introduce project and advise engagement opportunities are forthcoming	Have Your Say Webpage/FB Post/eNews	Customer Service Coordinator
08/05/2023	Survey Launch	Provide project information, introduce survey and how/when to complete.	Have Your Say Survey Tool/FB Post/eNews/Website Blog Post/Posters/Rec staff in programs/emails to members	Customer Service Coordinator
15/05/2023	Survey reminder	Provide survey information, how to complete and reminder of deadline.	FB Post/Rec staff in programs/emails to members	Customer Service Coordinator
23/05/2023	Survey Last Chance	Provide survey information, how to complete and reminder of deadline May 29, 2023.	FB Post/Rec staff in programs/emails to members	Customer Service Coordinator
30/05/2023	Thank you	Thank participants for taking part and provide next steps.	FB Post/Rec staff in programs/emails to members	Customer Service Coordinator
20/06/2023	Engagement Results Presented to Council	Summary of data from survey collated and presented at COW	COW Presentation	Manager of Recreation Services
TBA	Announcement of new location	Following community engagement conducted in June, advise the community of the final decision.	FB Post/eNews/Website Blog Post	Customer Service Coordinator /Manager of Recreation Services

Community Consultation Plan Approval

	Name	Signed	Date
Manager			
Communications Coordinator			
CAO			

Nature Play Park Relocation Survey

Thank you for taking the time to complete the Nature Play Park Relocation Survey. If you haven't done so already, please take a minute to review the two location options presented in the [Concept Plans and Location Analysis document](#).

As you review these two options, please consider the following principles considered that informed the design approach for both options:

- the Nature Playscape is intended for 5-12 year olds
- outdoor play
- population growth
- multi-generational use/potential user conflicts
- accessibility
- neighbouring uses
- safety
- shade
- open space
- congestion
- proximity to other buildings or amenities
- noise
- line of sight
- general location
- built structures recommend parental supervision.

Thank you!

Question 1

Are you a resident of Pemberton?

Yes

No

Question 2

What neighbourhood do you live in? (choose one)

Aspen Fields

Benchlands

Creekside

Portage Road/Gateway

Rural/Agriculture

The Glen

The Industrial Park

The Plateau
The Ridge & Sunstone
The Peaks and Pioneer Junction
Tiyata
Village Center
Mobile Home Park
Other (please specify):

Question 3

Are you a parent or caregiver of a child/children (please choose all that apply)?

0-4 years old
5-12 years old
13-18 years old
19+
Not applicable

Question 4

Do you regularly recreate at the Pemberton and District Community Centre and/or surrounding grounds?

Yes
No

Question 5

What amenities do you use at the Pemberton and District Community Centre and surrounding grounds? (with 1 being most often used and 11 being least)

Great Lawn
Splash park
Nature Play Park
Skatepark
BMX track
Programs
Fitness Centre
Library
Youth Centre
Seniors Centre
Meeting Spaces

Question 6a

In order of preference with 1 being most important and 11 being least important, what features do you value in an outdoor recreational area?

Active play space
Open space

Amenities being in close proximity to one another

Shade

Line of sight between multiple amenities

Space for public assembly

Leisure space ie. Reading, picnics

Multiuse space for people and pets

Privacy

Defined space use

Other (please specify in next question)

Question 6b

If you chose other please provide response?

Question 7

Are you familiar with the previous location of the Nature Play Structure?

Yes

No

Question 8

Have you reviewed the two options presented for the relocation of the Nature Play Structure?

Yes

No

Question 9

Which location option do you prefer? (choose one) Please reference graphic

Option 1 (the east side of the Great Lawn)

Option 2 (next to Spray Park)

Option 3 (other-please provide specifics in next question.)

Question 10

Tell us why you chose that option: