



Meeting #: 1592  
Date: Tuesday, January 23, 2024, 5:30 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 (4:00pm)**  
In honour of the Lílwat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.
2. **CLOSED SESSION (4:00pm)**  
**Recommendation:**  
THAT Council closes the meeting to the public to permit discussion of matters related to *Community Charter* sections 90 (1) (a), personal information about an identifiable individual who holds a position as an officer, agent, or employee of the Village, 90 (1) (c), employee relations, and 90 (2) (b), confidential information related to negotiations with the provincial or federal governments.
3. **RECESS REGULAR MEETING**
4. **RECONVENE REGULAR MEETING (5:30pm)**  
In honour of the Lílwat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.
5. **APPROVAL OF AGENDA**  
**Recommendation:**  
THAT Council approves the agenda as circulated.
6. **RISE WITH REPORT FROM CLOSED SESSION**
7. **ADOPTION OF MINUTES**
  - 7.1 **Regular Council Meeting No. 1591, Tuesday, December 5, 2023**  
**Recommendation:**  
THAT Council adopts the minutes of Regular Council Meeting No. 1591, held Tuesday, December 5, 2023, as circulated.
8. **BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**
9. **BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**
10. **COMMITTEE MINUTES - FOR INFORMATION**
11. **DELEGATION**
12. **STAFF REPORTS**
  - 12.1 **Office of the CAO**
    - 12.1.a Chief Administrative Officer's Verbal Report

## 12.2 Development Services

### 12.2.a 7451 & 7453 Frontier Street - Early and Ongoing Consultation

14

**Recommendation:**

**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 Anna Rodie of Stark Architecture, on behalf of property owners Linda and Stuart Sambell, that proposes development of a mixed-use development at 7451 and 7453 Frontier Street with the legal descriptions of the properties being LOT 1 and 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624, PID 011-506-571 and PID 011-506-580, and requests that the applicant organize, advertise, and host at least one (1) public information meeting prior to consideration of first and second readings of the forthcoming OCP amending bylaw.

**Recommendation:**

**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 readings of the forthcoming OCP amending bylaw:

- Lílwat Nation
- Squamish-Lillooet Regional District (SLRD)
- Ministry of Transportation and Infrastructure
- Pemberton Valley Dyking District
- School District No. 48 – Sea to Sky
- School District No. 93 - Conseil scolaire francophone de la BC
- Pemberton and District Chamber of Commerce
- TELUS
- BC Hydro

**Recommendation:**

**THAT** Council has considered the obligations under section 475 of the *Local Government Act* with respect to the Official Community Plan amendment applications for the Hillside as listed in the report and requests that the applicant organize, advertise, and host at least two (2) public information meeting prior to consideration of first and second readings of the forthcoming OCP amending bylaw.

**Recommendation:**

**THAT** Council has considered section 475 of the *Local Government Act* and directs staff to consult with the following organizations before consideration of first Reading to the forthcoming OCP amending bylaw:

- Lílwat Nation
- Squamish-Lillooet Regional District
- Ministry of Transportation and Infrastructure
- Ministry of Environment – Contaminated Sites Branch
- Ministry of Forest, Lands, and Natural Resources – Archeological Branch
- Vancouver Coastal Health
- Sea-to-Sky School District (No. 48)
- Conseil Scolaire francophone de la C.B. (School District No. 93)
- Pemberton Valley Dyking District
- Pemberton Valley Trails Association
- Pemberton Off-Road Cycling Association
- Pemberton Chamber of Commerce
- BC Hydro
- {NTD: FEEL FREE TO SUGGEST OTHERS}

## 12.2.c Sea to Sky Community Services Society - Harrow Road Major Development Permit

**Recommendation:**

**THAT** Council authorizes Development Permit No. 93 (DP93) for issuance to Sea to Sky Community Services, on Lot 2 District Lot 203, Lillooet District, Plan KAP56640 (PID 023-384-018), subject to:

- a. Provision of cash, irrevocable letter of credit or other acceptable security in the amount of \$175,998 to secure landscaping.
- b. Submission of a lighting plan that substantially complies with General Form and Character Guidelines, Section 7.4.1.2 g) of the Village of Pemberton Official Community Plan Bylaw No. 654, 2011, to the satisfaction of the Manager of Development Services.

**AND THAT** Mayor Richman and CAO Elizabeth Tracy be authorized to execute the permit.

## 13. BYLAWS

## 13.1 Bylaws for first, second, and third readings

13.1.a	Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024	101
	<b>Recommendation:</b> <b>THAT</b> Council gives first, second, and third readings to Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024.	
14.	<b>MAYOR'S Report</b>	
15.	<b>COUNCILLORS' Reports</b>	
16.	<b>CORRESPONDENCE</b>	
16.1	<b>Correspondence for Action</b>	
16.1.a	Rick King, President, Pemberton Red Devils Alumni Association, dated November 30, 2023, requesting a donation for 'The Shaker' fundraiser to be held on April 20, 2024	107
	<b>Recommendation:</b> <b>THAT</b> Council supports the Pemberton Red Devils Alumni Association fundraiser, "The Shaker", with a donation in the amount of \$____, with funds to be allocated from the Community Enhancement Fund.	
16.1.b	David Mackenzie, General Manager, Pemberton Valley Lodge, dated December 12, 2023, sharing the Short-Term Rentals: Policy Guidance for BC Local Governments	108
	<b>Recommendation:</b> <b>THAT</b> Council directs staff to respond to Mr. MacKenzie, noting that Village of Pemberton's short-term rental regulations are aligned with or more restrictive than the regulations set out in Bill 35, except for the definition of short-term rental, and that Council will consider the implications of the new legislation at a future meeting.	
16.2	<b>Correspondence for Information</b>	
16.2.a	Marianne Alto, Mayor, City of Victoria, dated November 11, 2023, requesting BC municipalities write asking the provincial government to allow installation of speed and red cameras at own cost and collect fines	109
16.2.b	Trish Mandewo, President, UBCM, dated November 28, 2023, regarding second Community Works Fund payment for 2023/2024	112
16.2.c	Lilia Hansen, Mayor, Fort St. John, dated November 29, 2023, addressed to the Honourable Mike Farnworth, requesting consideration of the Community Safety Act or the Community Safety Amendment Act	113
16.2.d	Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated December 12, 2023, calling for proposals for the Organizational Capacity Building component of the Multiculturalism and Anti-Racism Program	115
16.2.e	Bashir Makhoul, President and Vice-Chancellor, University Canada West, dated December 1, 2023, requesting a meeting to discuss potential collaborations and community needs	116
16.2.f	Patrick Weiler, MP, West Vancouver - Sunshine Coast - Sea to Sky Country, dated December 20, 2023, regarding the opening of the Canada Summer Jobs employer application period	117
16.2.g	Sajid Ali Khan, received January 8, 2024, expressing interest in starting an education academy	119
16.2.h	Kirstin Clausen, Executive Director, Heritage BC, received January 12, 2024, announcing Heritage Week 2024	121
17.	<b>DECISION ON LATE BUSINESS</b>	
18.	<b>LATE BUSINESS</b>	

19. NOTICE OF MOTION
20. QUESTION PERIOD
21. CLOSED SESSION, CONTINUED
22. RISE WITH REPORT
23. TERMINATION

**Recommendation:**

**THAT** Council terminates the regular meeting.

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

Meeting #: 1591  
Date: Tuesday, December 5, 2023, 5:30 pm  
Location: Council Chambers & Zoom Webinar  
7400 Prospect Street

COUNCILLORS: Mayor Mike Richman  
Councillor Ted Craddock  
Councillor Jennie Helmer  
Councillor Katrina Nightingale  
Councillor Laura Ramsden

STAFF: Gwendolyn Kennedy, Manager of Corporate & Legislative Services  
Sheena Fraser, Corporate and Legislative Services Advisor\*  
Elizabeth Tracy, Chief Administrative Officer  
Ethan Fredeen, Deputy Corporate Officer  
Scott McRae, Manager of Development Services\*  
Thomas Sikora, Manager of Finance\*  
Sach Wijayabandara, Project Engineer\*

DELEGATIONS: Maude Cyr, Village resident  
VIRTU Resorts & Residences

PUBLIC 14

MEDIA 1

*\*Denotes partial attendance  
A recording of the meeting was made available to the media and public.*

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**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 Líl'wat Nation.

At 1:17pm Mayor Richman called the meeting to order.

**2. IN CAMERA**

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) employee relations, (g) litigation and (i) solicitor client privilege and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

**3. RECESS REGULAR MEETING**

At 1:18pm Council recessed the regular meeting and moved in camera.

#### **4. RECONVENE REGULAR MEETING**

At 5:30pm Mayor Richman reconvened the regular meeting.

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

#### **5. RISE WITH REPORT FROM IN CAMERA**

#### **6. DELEGATION**

##### **6.1 Maude Cyr, Resident, Chair of Generation**

At 5:31pm, Maude Cyr, Village resident, joined the meeting in Council Chambers.

Ms. Cyr presented a Powerpoint describing the Chair of Generations project. The project, which donates chairs decorated by children to government bodies, seeks to remind elected officials that the future belongs to the younger generation. The extravagantly decorated chairs serve as a symbolic placeholder for the younger generation at the governing table with the aim of reminding elected officials to consider children and youth in all decision making. Ms. Cyr noted that she anticipates returning with the children involved in the project in February or March.

Ms. Cyr left the meeting at 5:45pm.

##### **6.2 Sandi Lesueur, Chief Executive Officer, VIRTU Resorts & Residences Ltd.**

At 5:45pm, Sandi Lesueur, Chief Executive Officer, VIRTU Resorts and Residences, introduced team members Suzara Viray, chief financial officer, and Jodi Guthrie, president, SET Consulting.

Ms. Lesueur presented Council with VIRTU Resort's proposed development in the Sunstone area and indicated that she wished to gauge whether Council has an interest in seeing such a development within the Village.

Sandi Lesueur left the meeting at 6:01pm.

#### **7. ADOPTION OF AGENDA**

Moved/Seconded

**THAT** Council adopts the agenda as presented.

**CARRIED**

#### **8. APPROVAL OF MINUTES**

**8.1 Regular Council Meeting No. 1590, Tuesday November 21, 2023**

Moved/Seconded

**THAT** Council approves the minutes of Regular Council Meeting No. 1590, held Tuesday, November 21, 2023, as circulated.

**CARRIED**

**9. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**

**10. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**

**11. COMMITTEE MINUTES - FOR INFORMATION**

**12. STAFF REPORTS**

**12.1 Office of the CAO**

**a. Chief Administrative Officer's Report**

CAO Tracy welcomed Gwendolyn Kennedy, new Manager of Corporate & Legislative Services, and thanked outgoing Deputy Corporate Officer Ethan Fredeen for his contribution to the Village administration.

CAO Tracy expressed thanks to Natalie Langman, Executive Director of the Pemberton and District Chamber of Commerce, for hosting the November 29th Lunch and Learn session, Shaping Pemberton's Future Together.

Ms. Tracy provided information regarding an opportunity for grant funding under the Complete Communities program that may contribute to funding the proposed protocol agreement update. Ms. Tracy sought a resolution from Council in support of the grant application.

Moved/Seconded

**THAT** Council endorses the UBCM Complete Communities Program Grant Application, and if successful, directs staff to provide overall grant management as per the Union of British Columbia Municipalities' grant requirements.

**CARRIED**

**12.2 Corporate and Legislative Services**

**a. Lower Mainland Local Government Association Resolutions for 2024**

Council directed staff to research the following topics and report to Council at a future meeting:

- funding opportunities for municipalities that do not own land suitable for housing development and do not have access to crown land suitable for housing development; and



- funding opportunities to offset the impact on municipalities when waiving development fees for affordable housing.

Moved/Seconded

**THAT** staff prepare a resolution for submission to the Lower Mainland Local Government Association conference to be held May 1 – 3, 2024, seeking support from the Province for small towns and rural communities that experience accelerated growth due to the new housing legislation, in the form of a more transitional funding model for RCMP services, and present the resolution to Council for review at a future meeting.

**CARRIED**

Moved/Seconded

**THAT** staff prepare a resolution for submission to the Lower Mainland Local Government Association conference to be held May 1 – 3, 2024, seeking provincial funding to support the increased demand for health care and public transit that will accompany the growth in housing stimulated by recent legislative changes, and present the resolution to Council for review at a future meeting.

**CARRIED**

**b. Corporate Officer Appointment**

Moved/Seconded

**THAT** the appointment of Elizabeth Tracy as Corporate Officer for the Village of Pemberton be rescinded effective December 5, 2023.

**CARRIED**

Moved/Seconded

**THAT** Gwendolyn Kennedy be appointed to the role of Corporate Officer for the Village of Pemberton, with all the duties and responsibilities assigned under Section 148 of the *Community Charter* and Village of Pemberton Officers Bylaw No. 683, 2011, effective December 5, 2023;

**AND THAT** Gwendolyn Kennedy be added as an administrative signing authority on the Village of Pemberton TD Bank account(s), the Village of Pemberton Scotiabank account(s) and the North Shore Credit Union account(s);

**AND THAT** Gwendolyn Kennedy be added as a signing authority on all authorizations from Municipal Finance Authority by the Village of Pemberton.

**CARRIED**

Moved/Seconded

**THAT** the appointment of Ethan Fredeen as Deputy Corporate Officer for the Village of Pemberton be rescinded effective December 8, 2023.

**CARRIED**

### **12.3 Operations**

#### **a. British Columbia Air Access Program - Airport Infrastructure Funding**

Moved/Seconded

**THAT** the application to the British Columbia Air Access Program for Airport Infrastructure Funding, up to an amount of \$200,000, be supported;

**AND THAT** 25%, in the amount of \$50,000, in matching funds be approved  
**CARRIED**

### **13. BYLAWS**

#### **13.1 Triple Combination Pumper Truck Loan Authorization Bylaw No. 954, 2023**

Moved/Seconded

**THAT** Triple Combination Pumper Truck Loan Authorization Bylaw No. 954, 2023 be given first, second and third readings.

**CARRIED**

### **14. MAYOR'S Report**

Mayor Richman reported on the following:

- Squamish-Lillooet Regional District Board meeting;
- Fire Committee;
- Pemberton Valley Utilities and Services Society;
- Meeting with Pemberton Secondary School leadership group; and
- Chamber Lunch and Learn.

Mayor Richman thanked the Pemberton Childcare Society for hosting the Christmas bazaar on the weekend.

### **15. COUNCILLORS' Reports**

Councillor Ramsden reported on the Pemberton Valley Utilities and Services Committee meeting held November 30<sup>th</sup> and informed Council that Mayor Richman was appointed chair of the committee and that Councillor Ramsden was appointed vice-chair.

### **16. CORRESPONDENCE**

#### **16.1 Correspondence for Action**

#### **16.2 Correspondence for Information**

- #### **a. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 21, 2023 regarding the 2024 Constituency Youth Council.**

Councillor Nightingale volunteered to speak to Pemberton Secondary School students about 2024 Constituency Youth Council opportunity.

Moved/Seconded

**THAT** correspondence item 14.2a be received.

**CARRIED**

- b. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding call for proposals under the Canada Service Corps.
- c. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding National Settlement and Resettlement Funding.
- d. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding Tourism Growth Program Launch.

Moved/Seconded

**THAT** correspondence items 14.2b through d be received.

**CARRIED**

**17. DECISION ON LATE BUSINESS**

**18. LATE BUSINESS**

**19. NOTICE OF MOTION**

**20. QUESTION PERIOD**

**21. IN CAMERA, CONTINUED**

At 7:07pm Council recessed the regular meeting and moved in camera.

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) employee relations, (g) litigation and (i) solicitor client privilege and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

**22. RECONVENE REGULAR MEETING**

At 7:14pm Mayor Richman reconvened the regular meeting.

**23. RISE WITH REPORT**

At 7:14pm Council rose with report on the following:

Resolution One:

**THAT** correspondence be sent to MLA Jordan Sturdy requesting his support in helping to secure provincial support for resources to assist the SPCA and RCMP to address the ongoing issues related to the roaming horses in the Pemberton Valley;

**AND THAT** the correspondence be copied to Lílwat Nation Chiefs and Council.

Resolution Two:

**THAT** correspondence be sent to the SPCA from Mayor and Council requesting support in exploring options for enforcement of the Prevention of *Cruelty to Animals Act* that will hold the owner of the roaming horses accountable to ensuring the horses are kept safe and secured;

**AND THAT** the correspondence includes a request for a meeting on this matter

Resolution Three:

**THAT** correspondence be sent to the Ministry of Transportation & Infrastructure requesting additional 'livestock on roads' signage and use of an electronic sign board along Highway 99 between Pemberton and Lillooet Lake to warn drivers of the potential of livestock being on the road;

**AND THAT** the correspondence be copied to Lílwat Nation, MLA Jordan Sturdy and the Minister of Transportation.

Resolution Four:

**THAT** Staff be directed to amend the Village of Pemberton Animal Control Bylaw No. 839, 2018 to remove provisions in the bylaw that could be applied with respect to livestock at large.

**24. ADJOURNMENT OF REGULAR COUNCIL MEETING**

At 7:16pm the regular meeting was adjourned.

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Mike Richman, Mayor

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Gwendolyn Kennedy, Corporate Officer

**Date:** Tuesday, January 23, 2024

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Colin Brown MCP, Planner II

**Subject:** OR141 – Official Community Plan and Zoning Amendment, Early and Ongoing Consultation

**PURPOSE**

The purpose of this report is for Council to consider consultation requirements described in Section 475 of the *Local Government Act* and provide direction for early and ongoing consultation for an Official Community Plan (OCP) and zoning amendment application for 7451 and 7453 Frontier Street.

**BACKGROUND**

The Village of Pemberton has received an application from Anna Rodie of Stark Architecture, on behalf of property owners Linda and Stuart Sambell, to allow for development of a mixed-use development at 7451 and 7453 Frontier Street. Legal descriptions of the properties are LOT 1 and 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624, PID 011-506-571 and PID 011-506-580. The properties will be consolidated as part of the development process. A location map is provided below, and a sample from the architectural drawings is provided in **Appendix A**. The full application can be viewed on the [Village Website](#).



The project site is located north of Camus Street and the current downtown core. The property is adjacent to Expedition Station to the west, single family homes to the north, and the community barn and downtown core to the south. The properties have current residential land uses, with a single detached home on Lot 2 and a yard on an otherwise vacant Lot 1 at the corner of Frontier and Camus Streets. The site offers spectacular views to the northwest with the barn in front of T̓szil (Mount Currie) in the background.

The application proposes redevelopment to include a 4-storey mixed-use building containing five commercial units on the ground floor with three-stories of residential units above. The apartment units breakdown to 12 one-bedroom units, 16 one-bedroom units with den, 2 two-bedroom units, and 3 two-bedroom units with den.

The site is currently zoned R-1 Residential with a “Residential” OCP designation. Therefore, an OCP Amendment is required to allow for the commercial uses. A zoning amendment to create a comprehensive development zone that would customize the site for the mixed-use building is proposed.

The properties are currently located outside Development Permit Area (DPA) No. 4 – Downtown Revitalization as established by Village of Pemberton Official Community Plan Bylaw No. 654, 2018, which regulates form and character of development. Given the proximity to the downtown core and key areas like the community barn, staff will recommend that this area be added to DPA No. 4, necessitating a development permit that meets the form and character guidelines set out in the OCP.

## **DISCUSSION & COMMENTS**

The purpose of this report is to seek direction from Council with respect to early and ongoing consultation as part of the ongoing Official Community Plan amendment application. This report is not intended to facilitate discussion about the relative merits of the proposal, nor is it requesting direction on the application itself. The consultation process will run parallel with the staff and agency review. A future report and draft OCP amendment and rezoning bylaws will be brought forward for substantive consideration in due course.

Per section 475 of the *Local Government Act*, Council must consider an appropriate level of engagement for each specific OCP amendment contemplated.

### **Referrals**

Several referrals are mandated by the *Local Government Act*. The entirety of the Village of Pemberton is located within the traditional territory of the Lílwat Nation; therefore, all development applications that may impact the Nation must be referred. The referral list also includes the neighbouring jurisdictions, school boards, and government agencies as set out in the legislation. Additional agencies are added as appropriate depending on the nature of the application. For this application, staff recommend that the following be invited to provide comment:

- Lílwat Nation
- Squamish-Lillooet Regional District (SLRD)
- Ministry of Transportation and Infrastructure
- Pemberton Valley Dyking District
- School District No. 48 – Sea to Sky

- School District No. 93 - Conseil Scolaire francophone de la BC
- Pemberton and District Chamber of Commerce
- TELUS
- BC Hydro

### **Public Information Meeting**

Section 8 of the Village of Pemberton Development Procedures Bylaw No. 887, 2020 allows Council or staff to require that an applicant to hold a public information meeting, at the cost of the applicant, in support of a bylaw amendment application.

Because of the location of this proposed development close to the downtown core, staff recommend that the applicant be required to organize, advertise, and host a public information meeting with respect to the proposed land use amendments before Council considers first and second readings of the forthcoming OCP amending bylaw. The venue must be readily accessible to any interested members of the community. Advertising must include a notice mailed to all owners and tenants of properties located within 100 metres of the proposed development and advertising in at least one edition of the Pique NewsMagazine.

### **Advisory Land Use Commission**

Following the referral process and the public information meeting, the results will be compiled and brought to the Advisory Land Use Commission (ALUC) for review and comments. Once completed, the results of the consultation activities will be presented to Council for comprehensive consideration of the application.

### **COMMUNICATIONS**

This report and the request for Council direction do not require communication beyond appearing on the agenda of a regular meeting of Council. Staff will facilitate the referral process and summarize responses in preparation for future reports. It will be the applicants' responsibility to advertise and provide notification to adjacent property owners and the public about the required developer-led public information session.

### **LEGAL CONSIDERATIONS**

Section 475 of the *Local Government Act* reads as follows:

*Consultation during development of official community plan*

475 (1) *During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected.*

(2) *For the purposes of subsection (1), the local government must*

*(a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and*

*(b) specifically consider whether consultation is required with the following:*

*(i) the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;*

*(ii) the board of any regional district that is adjacent to the area covered by the plan;*

- (iii) the council of any municipality that is adjacent to the area covered by the plan;*
- (iv) first nations;*
- (v) boards of education, greater boards and improvement district boards;*
- (vi) the Provincial and federal governments and their agencies.*

*(3) Consultation under this section is in addition to the public hearing required under section 477 (3) (c).*

*(4) If the development of an official community plan, or the repeal or amendment of an official community plan, might affect agricultural land, the proposing local government must consult with the Agricultural Land Commission.*

## **BUDGET & STAFFING**

There are no budget considerations as the costs are recoverable with the application. No additional staff time is expected beyond normal practice and procedures.

## **INTERDEPARTMENTAL IMPACT**

No interdepartmental impacts or approvals are required. The processing of this application is a function of the Development Services Department and can be accommodated within the current workplan.

## **COMMUNITY CLIMATE ACTION PLAN**

The Village of Pemberton *Community Climate Action Plan* (CCAP) was adopted in March 2022, with several strategies and directions towards addressing the challenges of climate change. The big moves contained in CCAP address the following topic areas:

- Shift Beyond the Car - Shift
- Electrify Transport - Electrify
- Step Up New Buildings – New Build
- Decarbonize Existing Buildings – Existing Build
- Close the Loop on Waste - Waste
- Organizational Leadership - Leadership

The proposed development at 7451 and 7453 Frontier Street will be evaluated against the applicable policies in the CCAP, and recommendations presented to Council after the referral and engagement process, when all relevant information is collected.

## **STRATEGIC PRIORITIES**

The purpose of this report is to establish early and ongoing consultation activities, referrals to external agencies, and additional engagement opportunities. This meets the intent of 'Cultivate Trust' in the Strategic Priorities:

### **CULTIVATE TRUST**

Collaborate with indigenous peoples to build strong relationships and shared decision-making.

1. Engage with indigenous peoples to strengthen relationships



2. Create stronger community engagement
3. Complete the new Protocol Agreement

The 'Plan and Manage Growth' priority will be reviewed when this application is brought forward for consideration after the consultation activities are complete.

### **IMPACT ON THE REGION**

Neighbouring jurisdictions including the Lílwat Nation and the SLRD are given the opportunity to comment on this application through the standard referral process. Referrals to the school board and other provincial agencies are mandated by the *Local Government Act* and are outlined in this report.

### **ALTERNATIVE OPTIONS**

**Option One:** THAT Council supports the recommended referral process and referral organizations and the requirements for a developer-led public information session as a means of securing early and ongoing consultation.

**Option Two:** THAT Council provides additional direction respecting early and ongoing consultation pursuant to Section 475 of the *Local Government Act*.

### **RECOMMENDATIONS**

**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 Anna Rodie of Stark Architecture, on behalf of property owners Linda and Stuart Sambell, that proposes development of a mixed-use development at 7451 and 7453 Frontier Street with the legal descriptions of the properties being LOT 1 and 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624, PID 011-506-571 and PID 011-506-580, and requests that the applicant organize, advertise, and host at least one (1) public information meeting prior to consideration of first and second readings of the forthcoming OCP amending bylaw.

**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 readings of the forthcoming OCP amending bylaw:

- Lílwat Nation
- Squamish-Lillooet Regional District (SLRD)
- Ministry of Transportation and Infrastructure
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- School District No. 48 – Sea to Sky
- School District No. 93 - Conseil scolaire francophone de la BC
- Pemberton and District Chamber of Commerce
- TELUS
- BC Hydro

### **ATTACHMENTS:**

**Appendix A:** Sample Architectural Package

Prepared by:	Colin Brown MCP, Planner II
CAO approval:	Elizabeth Tracy, Chief Administrative Officer

# 7451 & 7453 FRONTIER ST - REZONING APPLICATION



## DRAWING LIST - REZONING

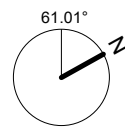
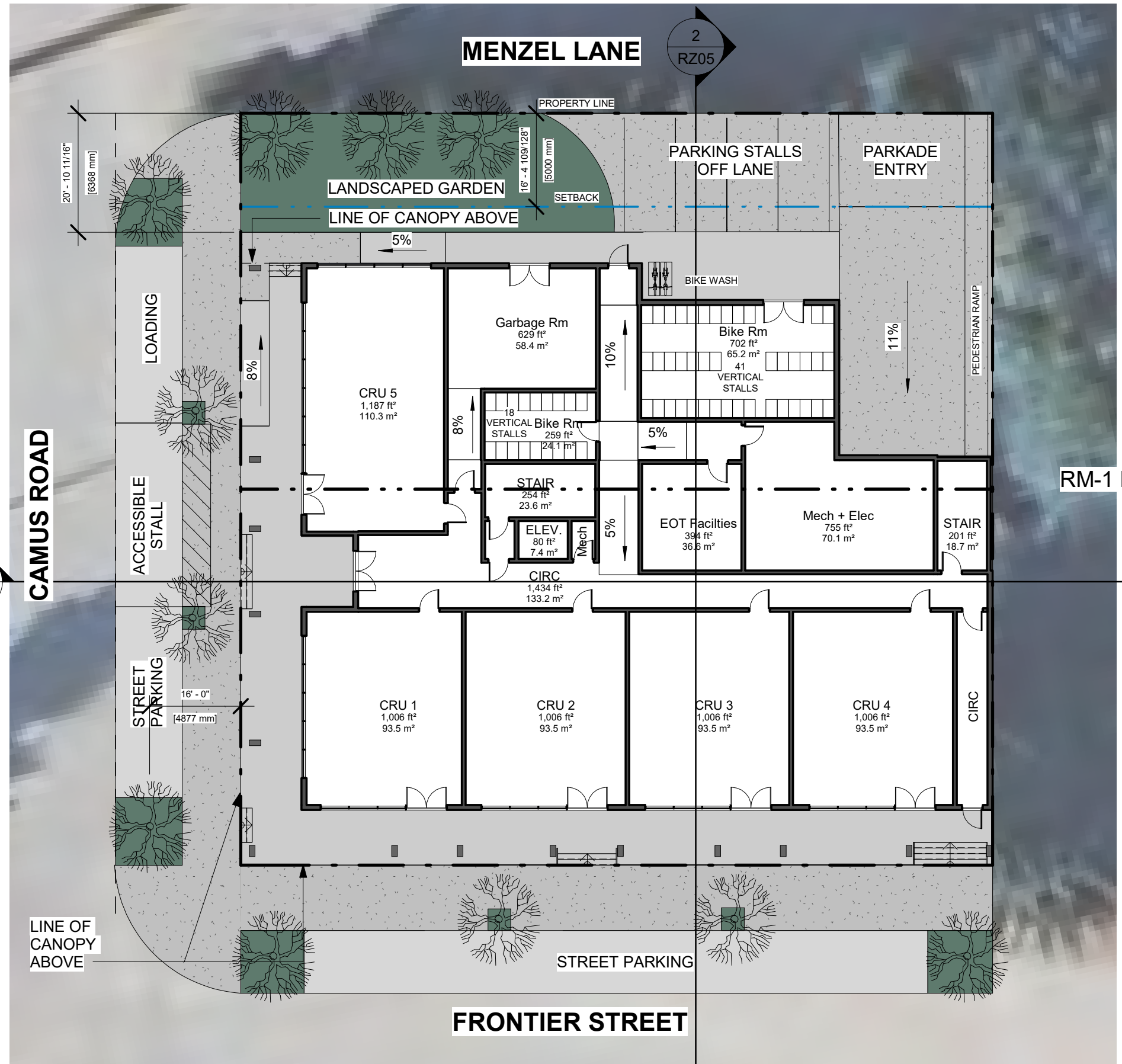
SHEET	SHEET NAME
RZ00	7451+7453 FRONTIER STREET
RZ01	CONTEXT PLAN + PHOTOS
RZ02	PROJECT DATA & LEVEL 1 SITE PLAN
RZ03	AREAS- OPTION 3
RZ04	EXCLUSIONS
RZ05	STREET SECTIONS
RZ06	SUN STUDIES
RZ07	3D - CORNER OF FRONTIER + CAMUS
RZ08	3D - ALONG FRONTIER
RZ09	3D - CORNER OF CAMUS + MENZEL LANE
RZ10	STREET ELEVATIONS
TOTAL: 11	



**FRONTIER STREET - REZONING DATA**

**CIVIC ADDRESS:** 7451 & 7453 FRONTIER STREET, PEMBERTON BC  
**LEGAL ADDRESS:** LOT 1 & 2 BLOCK 3 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624  
**OCP LAND USE DESIGNATION:** RESIDENTIAL  
**ZONING:** R-1 RESIDENTIAL  
**REZONING PROPOSED:** COMPREHENSIVE DEVELOPMENT ZONE  
**DPA ZONES:** FIRE PROTECTION AREA, FLOOD AREA  
**SITE AREA:** 1,619m<sup>2</sup> (17424sq.ft)

1. OCP / ZONING DATA	BYLAW	PROPOSED	
PROPOSED USE:	RESIDENTIAL	RESIDENTIAL / COMMERCIAL	
OCP AMENDMENT REQUIRED?:		YES	
REZONING REQUIRED?:		YES	
LOT AREA (MIN.)	700 sq m	1,619 sq m	17,424 SF
LOT WIDTH (MIN.)	18 m	40.23 m	
MAX. BUILDING HEIGHT	10.5 m	17 m	
MAX LOT COVERAGE	40 %	80%	
FAR:	N/A	1.8	
MAX. GFA	N/A	2,914 m <sup>2</sup>	31,363 SF
BUILDINGS PER LOT	1	1	
SETBACK FRONT	6 m	0 m	
SETBACK REAR	5 m	5 m	
SETBACK INTERIOR SIDE	1.5 m	0 m	
SETBACK EXTERIOR SIDE	4.6 m	0 m	



**PROJECT DATA & LEVEL 1 SITE PLAN**

FRONTIER STREET  
PEMBERTON, BC

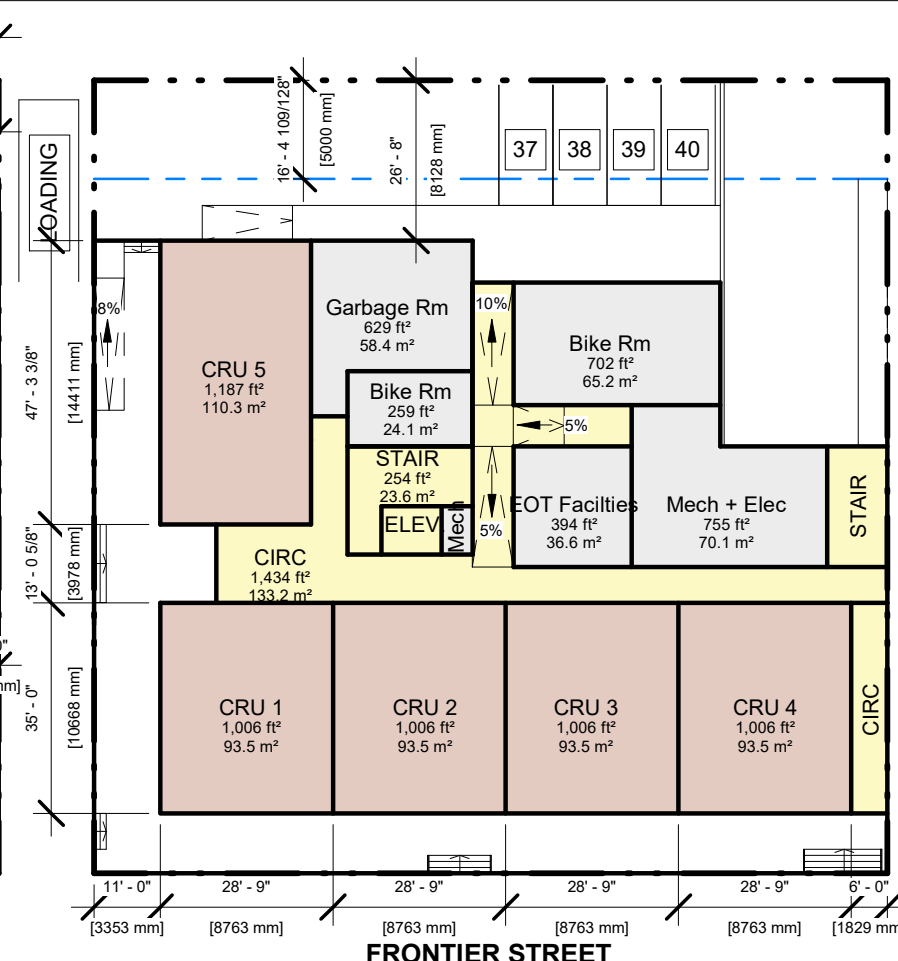
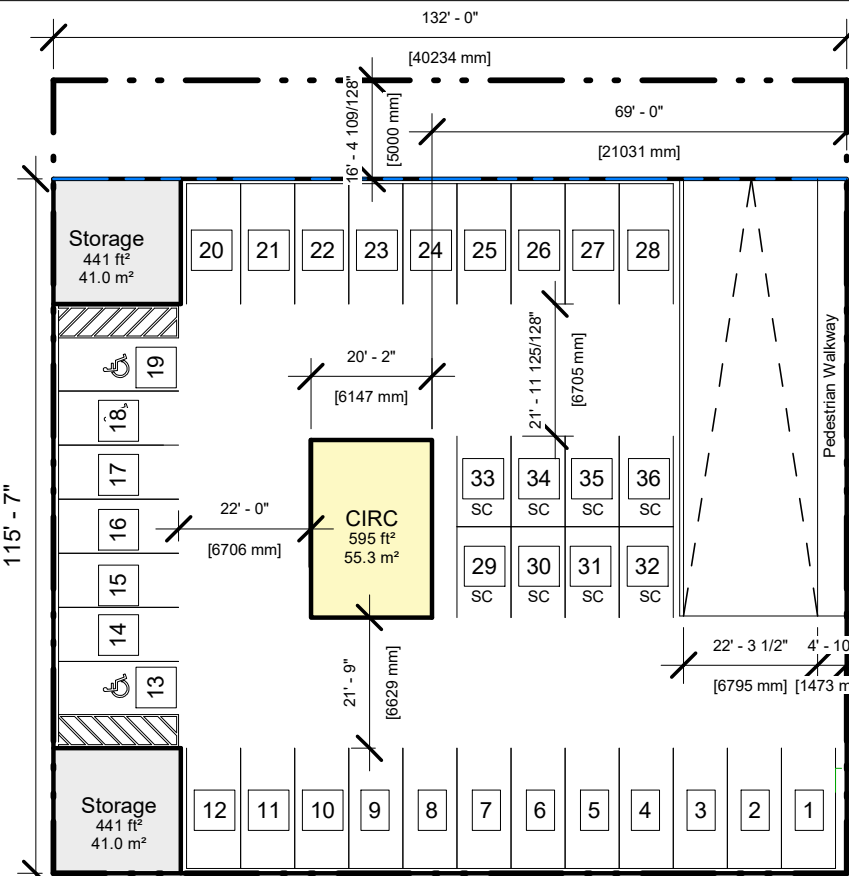


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**RZ02**

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PROJECT NO. 1682

**STARK**  
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**GROSS FLOOR AREA**

PARKADE	1477 ft <sup>2</sup>	137.3 m <sup>2</sup>
LEVEL 1	10171 ft <sup>2</sup>	944.9 m <sup>2</sup>
LEVEL 2	10083 ft <sup>2</sup>	936.7 m <sup>2</sup>
LEVEL 3	10083 ft <sup>2</sup>	936.7 m <sup>2</sup>
LEVEL 4	9806 ft <sup>2</sup>	911.1 m <sup>2</sup>
<b>TOTAL</b>	<b>41620 ft<sup>2</sup></b>	<b>3866.6 m<sup>2</sup></b>

**EXCLUSIONS**

PARKADE	1477 ft <sup>2</sup>	137.3 m <sup>2</sup>
LEVEL 1	4959 ft <sup>2</sup>	460.7 m <sup>2</sup>
LEVEL 2	1329 ft <sup>2</sup>	123.4 m <sup>2</sup>
LEVEL 3	1329 ft <sup>2</sup>	123.4 m <sup>2</sup>
LEVEL 4	1328 ft <sup>2</sup>	123.3 m <sup>2</sup>
<b>TOTAL</b>	<b>10421 ft<sup>2</sup></b>	<b>968.2 m<sup>2</sup></b>

**TOTAL GFA** 31199 ft<sup>2</sup> 2898.5 m<sup>2</sup>  
**SITE AREA** = 17,424 ft<sup>2</sup> 1,619 m<sup>2</sup>  
**FAR** 1.8

**COMMERCIAL RENTABLE AREA**

LEVEL 1	5212 ft <sup>2</sup>	484.2 m <sup>2</sup>
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**RESIDENTIAL RENTABLE AREA**

LEVEL 2	8754 ft <sup>2</sup>	813.3 m <sup>2</sup>
LEVEL 3	8754 ft <sup>2</sup>	813.3 m <sup>2</sup>
LEVEL 4	8479 ft <sup>2</sup>	787.7 m <sup>2</sup>
<b>TOTAL</b>	<b>25987 ft<sup>2</sup></b>	<b>2414.2 m<sup>2</sup></b>

**AREAS PER USE/ UNIT COUNT**

1 BED	21194 ft <sup>2</sup>	1969.0 m <sup>2</sup>	28
2 BED	4793 ft <sup>2</sup>	445.3 m <sup>2</sup>	5
CIRC	6637 ft <sup>2</sup>	616.6 m <sup>2</sup>	
CRU	5212 ft <sup>2</sup>	484.2 m <sup>2</sup>	
SERVICES	3784 ft <sup>2</sup>	351.6 m <sup>2</sup>	

**PARKING REQUIRED**

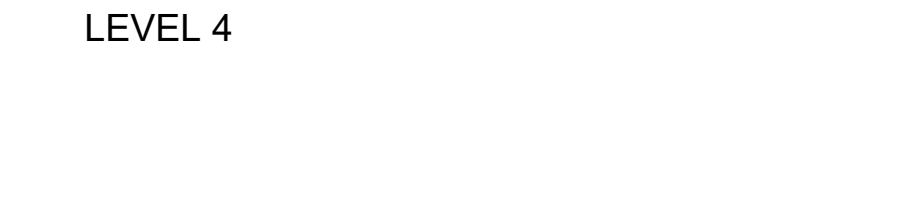
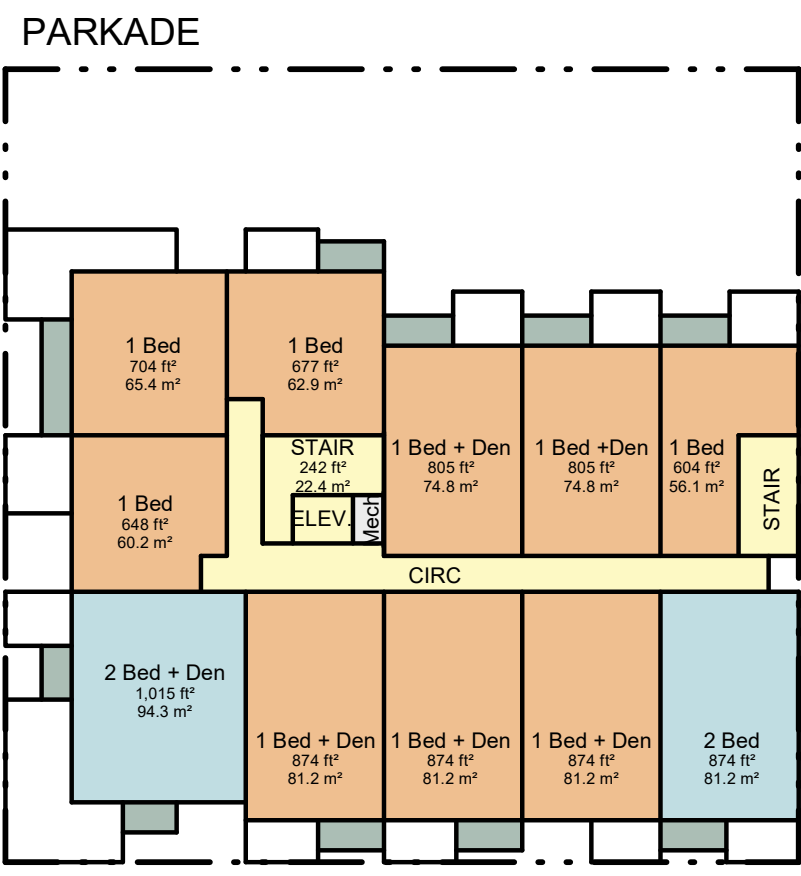
COMMERCIAL	484.2 m <sup>2</sup>	0.25*100m2	2
1 BED	28	1 /UNIT	28
2 BED	5	1.75 /UNIT	9
LOADING (<500M2)			1
VISITOR		@ 0.25 *UNIT	8
<b>TOTAL</b>			<b>48</b>

**PARKING PROPOSED**

1 BED	28	1 /UNIT	28
2 BED	5	1.25 /UNIT	6
LOADING (<500M2)			1
VISITOR/COMMERCIAL*		@ 0.13 *UNIT	6
<b>TOTAL</b>			<b>41</b>

\*COMMERCIAL PARKING PROPOSED TO BE USED DURING DAYTIME HOURS & VISITOR PARKING DURING EVENING HOURS

4 EV SPACES WILL BE PROVIDED



LEVEL 2

**AREAS- OPTION 3**  
 FRONTIER STREET  
 PEMBERTON, BC

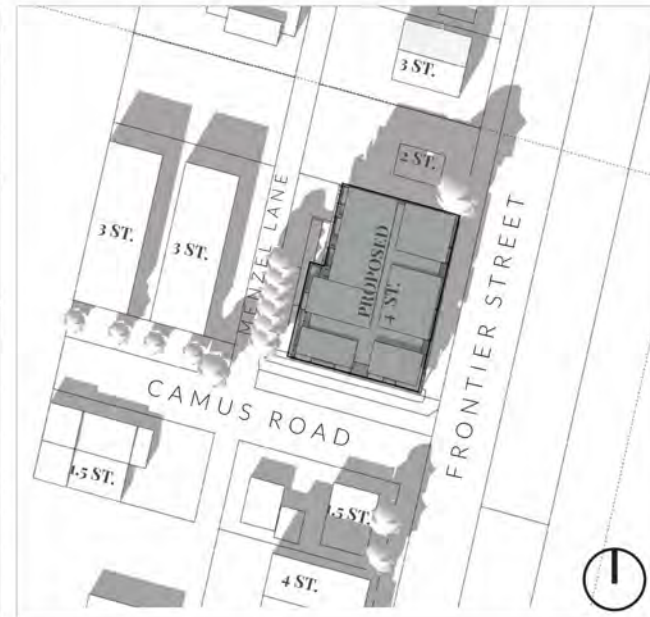
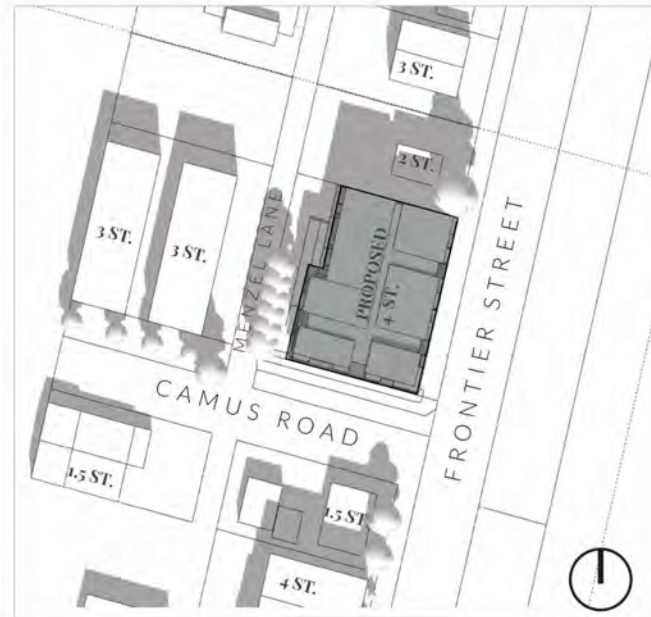
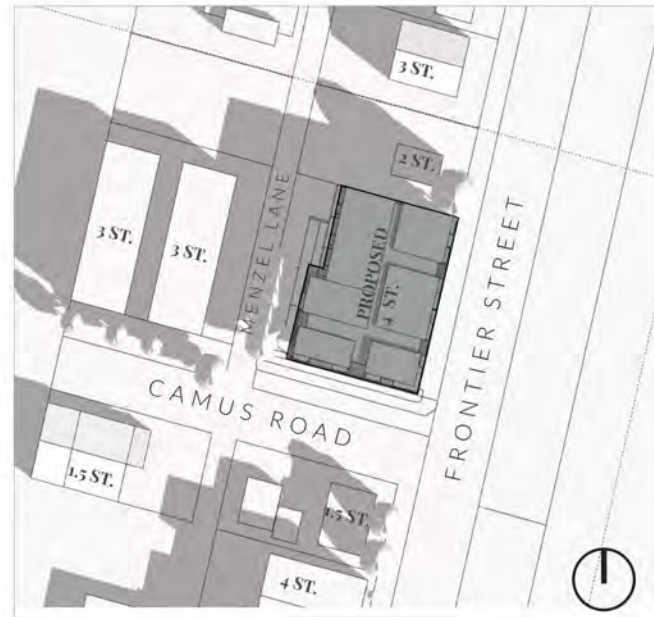


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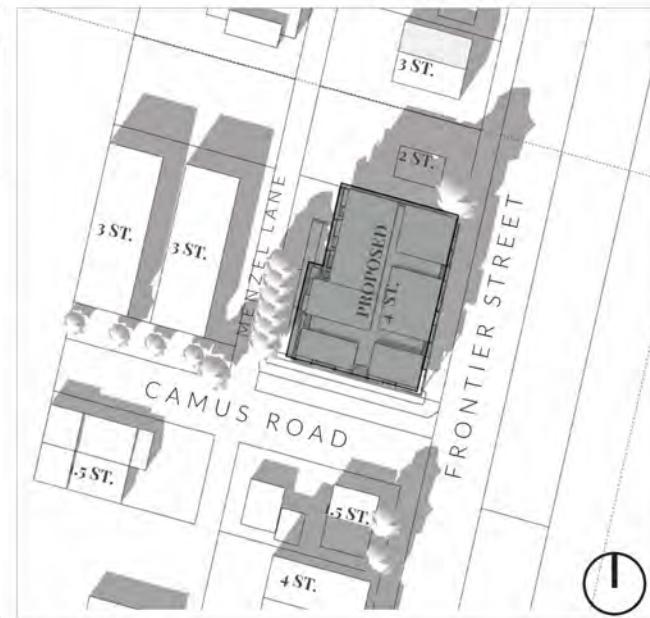
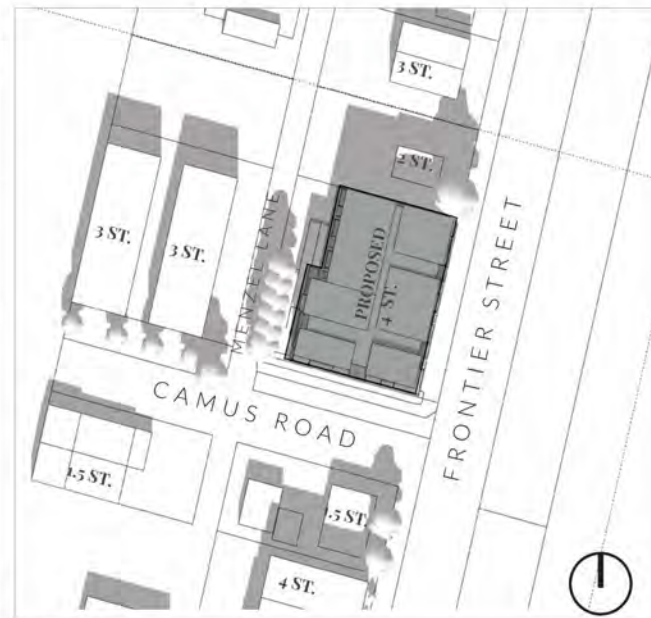
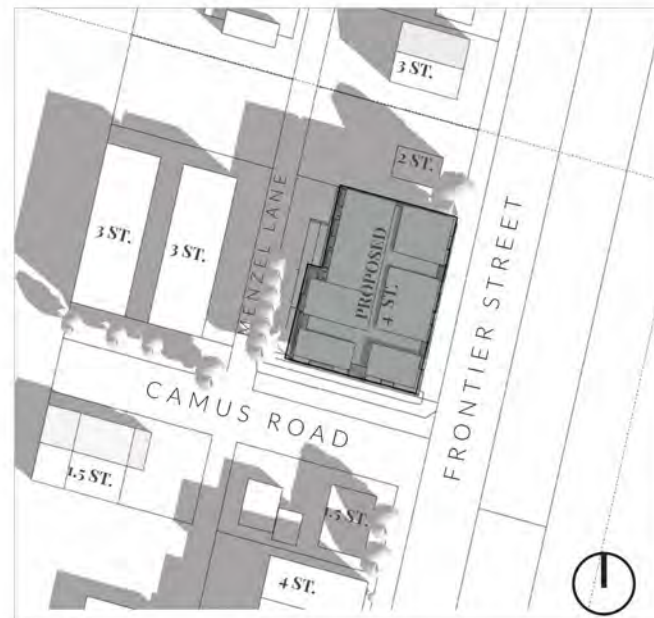


**AMENITIES**  
 ALL UNITS TO HAVE A PRIVATE DECK FROM 84ft<sup>2</sup> / 7.8m<sup>2</sup> IN SIZE  
 TOTAL INTERIOR STORAGE FOR BIKES SKI'S & GENERAL STORAGE OF 1,843 ft<sup>2</sup> / 171m<sup>2</sup>  
 CLASS A BIKE STALLS  
 BIKE ROOM 01: 41  
 BIKE ROOM 02: 18  
**TOTAL: 59**

SPRING EQUINOX



FALL EQUINOX



9 AM

12 PM

2 PM

4 PM

SUN STUDIES  
FRONTIER STREET  
PEMBERTON, BC



RZ06

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**3D - ALONG FRONTIER**  
FRONTIER STREET  
PEMBERTON, BC



**RZ08**  
2023-10-11 3:53:31 PM  
PROJECT NO. 1682

**STARK**  
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FRONTIER STREET ELEVATION



CAMUS ROAD ELEVATION

**STREET ELEVATIONS**  
 FRONTIER STREET  
 PEMBERTON, BC



2023-10-11

**RZ10**  
 2023-10-11 3:53:34 PM  
 PROJECT NO. 1682

**STARK**  
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**Date:** Tuesday, January 23, 2024

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Cameron Chalmers, RPP, MCIP, Contract Planner

**Subject:** Hillside Official Community Plan Amendment – Early and Ongoing Consultation

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## **PURPOSE**

The purpose of this report is for Council to establish the base parameters for early and ongoing consultation for the proposed Hillside neighbourhood as outlined in **Appendix A** pursuant to section 475 of the *Local Government Act*.

## **BACKGROUND**

### *Application History*

The impetus for this report comes from three substantial development applications either under application or imminent in the Hillside (Sunstone/Ridge/Plateau) area. The three applications are shown in **Appendix B** and described as follows:

1. Parkside (7362 Pemberton Farm Road East): Application for 34 residential lots and 1 commercial lot.
2. Redwoods (7374 Pemberton Farm Road East): Application for 134 Townhouse Units. Amended application received in response to initial Committee of the Whole review.
3. Sunstone Phase 4: (Sun God Mountain Way Extension): Application for 245 units, predominantly in townhouse and large single detached form.

Each application is for development of lands located within the urban growth boundary but requiring Official Community Plan (OCP) amendment and rezoning applications. The three concurrent OCP amendment applications represent an opportunity to build upon the existing planning framework to coordinate the growth of this neighbourhood in alignment with contemporary planning policies and approaches.

### *Council History*

On May 9, 2023, Council endorsed the following recommendation made by the Committee of the Whole on April 25, 2023:

***THAT*** the Committee of the Whole recommend to Council that staff be directed to review greenspace, commercial, community, recreation, and other land uses in the Hillside area and bring back recommendations for how to consider non-residential land uses in the neighbourhood when new development applications are before Council.

The recommendation arose from Committee of the Whole consideration of one of three significant development applications in the Hillside area. The Committee of the Whole discussion, subsequent discussions with the development proponents, and a delegation received by Council on May 23, 2023 clearly identified the need to pull together the extensive planning work and align the opportunities for integrating the proposed developments with recreation assets, greenspaces, and commercial development.

On June 20, 2023, staff returned to Committee of the Whole with a recommendation to initiate a neighbourhood plan for lands within the Hillside Special Planning Area. On that date, the Committee passed the following resolution:

***THAT** Committee of the Whole recommend to Council that Staff be directed to initiate a comprehensive neighbourhood planning process, generally as described in the Committee of the Whole Report dated June 20, 2023;*

***AND THAT** Staff report back to Committee of the Whole, as needed, for any additional direction regarding the project schedule and funding.*

Since then, staff have initiated the planning study, identifying the scope of work and general approach to the planning process. With the deposit of the Sunstone Phase 4 application in September 2023, staff have initiated a detailed review of policy options and approaches for development of a comprehensive neighbourhood plan and have begun drafting an initial plan to frame future policy discussions.

The applicants have agreed to undertake additional mapping work to consolidate land use and identify trails and connections for the plan.

#### *Policy Background*

There is a long, detailed, and inclusive planning history on the Hillside with extensive efforts between 2006 and the ultimate inclusion in the Village boundaries and OCP in 2011. Multiple studies, both technical and land use, informed the initial development of the Hillside. There are specific detailed concepts for greenspace, commercial, community, and recreation as outlined by the Committee of the Whole.

The planning history includes substantial public consultation and was driven by private landowners and the Lilwat Nation who has an interest in a substantial area of the Hillside. The collaborative approach is indicative of a rich and fulsome planning exercise.

#### *Current Policy Framework*

Despite the extensive planning history, the current policy structure of the Village provides neither meaningful direction nor tools to guide development of the Hillside. The current OCP policy reads as follows:

**Hillside Special Planning Area** comprises a new neighbourhood. Land use designations be incorporated into the Official Community Plan upon the approval of site-specific development applications that are generally consistent with the directions of the Hillside Lands, Planning Status Report (July 26, 2011) and Council approval. (sic)

The referenced Hillside Lands, Planning Status Report (July 26, 2011) is attached as **Appendix C**. Of note, it is not a schedule to the OCP, and does not include the policies and guidelines

customarily used to regulate development. It provides several considerations to be addressed in processing OCP amendments which are required on an application-by-application basis per the Status Report.

Through collaboration with the applicants, the current approach to the OCP amendment is to undertake a comprehensive sub-area plan (SAP) process for the entire Hillside area. A schedule to the OCP, the SAP will establish land use, density, planning policy, and development permit areas to guide the development of a new neighbourhood. This comprehensive approach to the OCP amendment will provide greater certainty to the Village, its residents, stakeholders, and the owners for the long-term development of the lands.

An OCP amendment of this nature will necessarily involve significant consultation with agencies, stakeholders, and the public. The purpose of this report is to satisfy the *Local Government Act* requirement that Council identify opportunities for early and ongoing consultation on the proposed OCP amendment.

## **STATUTORY OBLIGATION**

Section 475 of the *Local Government Act* establishes an obligation for Council to consider consultation requirements early in the process:

**475** (1) *During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected.*

(2) *For the purposes of subsection (1), the local government must*

(a) *consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and*

(b) *specifically consider whether consultation is required with the following:*

(i) *the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;*

(ii) *the board of any regional district that is adjacent to the area covered by the plan;*

(iii) *the council of any municipality that is adjacent to the area covered by the plan;*

(iv) *first nations;*

(v) *boards of education, greater boards and improvement district boards;*

(vi) *the Provincial and federal governments and their agencies.*

(3) *Consultation under this section is in addition to the public hearing required under section 477(3) (c).*

(4) *If the development of an official community plan, or the repeal or amendment of an official community plan, might affect agricultural land, the proposing local government must consult with the Agricultural Land Commission.*

## **DISCUSSION & COMMENTS**

Staff recommend consultation with First Nations, the Regional District, provincial agencies, school districts, and organized community stakeholder groups through the Village's referrals process which will commence following Council's receipt of this report. It is anticipated that several of the referrals will generate ongoing consultations through the OCP process.

The following represents the current list of referral agencies:

- Líl'wat Nation
- Squamish-Lillooet Regional District
- Ministry of Transportation and Infrastructure
- Ministry of Environment – Contaminated Sites Branch
- Ministry of Forest, Lands, and Natural Resources – Archeological Branch
- Vancouver Coastal Health
- Sea-to-Sky School District (No. 48)
- Conseil Scolaire francophone de la C.B. (School District No. 93)
- Pemberton Valley Dyking District
- Pemberton Valley Trails Association
- Pemberton Off-Road Cycling Association
- Pemberton Chamber of Commerce
- BC Hydro
- {NTD: FEEL FREE TO SUGGEST OTHERS}

Should additional agency consultations be identified through the review process, they will be sent the same referral package and asked to provide comment.

The second element of the consultation program is public consultation. Staff are collaborating with the applicants on the final public consultation strategy. It will, at a minimum, involve ongoing liaison with community organizations and stakeholder groups and at least two additional public open houses before the OCP amending bylaws are introduced to Council. This public consultation will be undertaken and funded by the applicants.

## **COMMUNICATIONS**

There are no communications considerations. The consultations outlined in this report will be advertised and communicated separately as appropriate.

## **LEGAL CONSIDERATIONS**

The *Local Government Act* obligates Council to consider consultation as part of an OCP amendment application. Receipt of this report will satisfy that obligation.

## **BUDGET & STAFFING**

This report and the consultation process are standard components of an OCP amendment application review. Accordingly, the costs associated with the process are covered by application fees paid and by cost-recovery under the Development Procedures Bylaw.

### **INTERDEPARTMENTAL IMPACT**

Early and ongoing consultation will not impact operations of other departments.

### **COMMUNITY CLIMATE ACTION PLAN**

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

### **STRATEGIC PRIORITIES**

Conducting early and ongoing consultation addresses two of the strategic priorities. Consultation for the Hillside OCP amendment assists in planning and managing growth. Additionally, consultation strives to cultivate trust through providing the opportunity to work with Lil'wat Nation and other parties listed in the report.

### **IMPACT ON THE REGION**

The OCP amendment application has impacts on the Squamish-Lillooet Regional District and Lil'wat Nation, both of whom will be engaged throughout the process.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Council has considered the obligations under section 475 of the *Local Government Act* with respect to the Official Community Plan amendment applications for the Hillside as listed in the report and requests that the applicant organize, advertise, and host at least two (2) public information meeting prior to consideration of first and second readings of the forthcoming OCP amending bylaw.

**THAT** Council has considered section 475 of the *Local Government Act* and directs staff to consult with the following organizations before consideration of first Reading to the forthcoming OCP amending bylaw:

- Lil'wat Nation
- Squamish-Lillooet Regional District
- Ministry of Transportation and Infrastructure
- Ministry of Environment – Contaminated Sites Branch
- Ministry of Forest, Lands, and Natural Resources – Archeological Branch
- Vancouver Coastal Health
- Sea-to-Sky School District (No. 48)
- Conseil Scolaire francophone de la C.B. (School District No. 93)
- Pemberton Valley Dyking District
- Pemberton Valley Trails Association
- Pemberton Off-Road Cycling Association
- Pemberton Chamber of Commerce

- BC Hydro
- {NTD: FEEL FREE TO SUGGEST OTHERS}

**ATTACHMENTS:**

**Appendix A:** Hillside Neighbourhood Map

**Appendix B:** Hillside Neighbourhood Plan Current Applications

**Appendix C:** Hillside Lands, Planning Status Report (July 26, 2011)

Prepared by:	Cameron Chalmers, RPP, MCIP, Contract Planner
Manager approval:	Elizabeth Tracy, Chief Administrative Officer
CAO approval:	Elizabeth Tracy, Chief Administrative Officer





Redwoods (7374 Pemberton Farm Road East): Application for 134 Townhouse Units

Sunstone Phase 4: (Sun God Mountain Way Extension): Application for 245 units, predominantly in townhouse and large single detached form

Parkside (7362 Pemberton Farm Road East): Application for 34 residential lots and 1 commercial lot





**HILLSIDE LANDS, PEMBERTON  
PLANNING STATUS REPORT**

**Village of Pemberton  
July 26, 2011**



### 3.0 LAND USE FRAMEWORK

Development within the Hillside area shall be in accordance with the policies, directions, strategies and designations of the Village's Official Community Plan. Several amendments to the OCP will be required to recognize the Hillside lands' constraints, designations, amenities, connectivity, servicing connections and phasing. The more detailed requirements notably specific land use designations, development permit designations and other amenities will be addressed in subsequent site specific OCP amendments.

**Therefore, despite the directions of initial Hillside Area OCP amendment, applications for individual development parcels will still require OCP and zoning amendments, as initiated by the land owners or their designates.**

#### 3.1 Site Constraints

The following provides an overview of the status of the Hillside Lands' site constraints to development that include the natural environment, archaeological and cultural sites, geotechnical and slope stability, Agricultural Land Reserve, wildfire protection, and visual impacts.

##### a) Natural Environment

The subject lands are located on a south facing hillside of the Pemberton Valley situated on the north side of the Lillooet River, facing Mt. Currie. The area is characterized by a rocky ridgeline which bisects the site from west to east. There are several watercourses on the lands including the shoreline of Mosquito Lake, the Ivey Lake drainage and ephemeral wetlands and streams. Wildlife known to the area include deer, northern goshawk and rubber boa as well as black bear, red-tailed hawks, ravens and the northern alligator lizard.

Bedrock has been glacially scoured producing smooth rounded forms. The rock faces dispersed throughout the site are unforested areas with scrub, mossy and grassy bedrock outcrops. The remaining lands comprise a diverse coniferous, deciduous and mixed forest in an array of successional stages. The Hillside has been mapped as part of the Interior Douglas Fir warm wet (IDFww) biogeoclimatic zone (the adjacent valley bottom is identified as coastal Western Hemlock southern dry subarctic (CWHds1). The area provides strong evidence of human-made environments including logging, quarries, trails, roads, ditches and areas of fill.

The lands south of the CN Rail line are currently designated within the Agricultural Land Reserve and are low lying. The lands between the independent school site and Pemberton Farm Road West are currently cleared and used for quarrying and gravel processing activities.

##### b) Archaeological and Cultural Sites

An Archaeological Impact Assessment (AIA) was completed the southern half of the Hillside Lands' property. The report undertook the following: identified and evaluated any found archaeological sites; discussed possible impacts from proposed development; and provided recommendations regarding the need and scope for further archaeological studies and viable alternatives for managing impacts. The AIA undertook more than 250 subsurface tests and confirmed the known site EbRq-15 consists of two petroglyphs.

Future development in and around EbRq-15 shall not encroach within 20 m of the site and the mountain bike trails close to the site shall be re-routed. An AIA is required for the remaining lands (not included in the AIA of Phase One of the Sunstone Development) prior to any consideration of land use designations, rezoning or subdivision.

### **c) Geotechnical Considerations and Slope Stability**

The Hillside area bedrock is mapped as the Cadawallader Group (Woodsworth 1977) volcanic arc assemblage consisting of metamorphic equivalents of volcanic flows and marine sedimentary rocks, which translates to bedrock terrain with thin or negligible soil cover with significant pockets of granular soil. The Sub Regional Planning Study has mapped areas with high geotechnical hazard whereby the Official Community Plan (Map L) has identified lands with slopes greater than 40%.

The Hillside lands do not appear to have any areas with high geotechnical hazard, yet have several areas with steeper slopes. In particular along the rocky ridgeline that bisects the area and west of Ivey Lake. Policies regarding development on steep slopes are included in the Official Community Plan n development permit area guidelines.

### **d) Agricultural Land Reserve**

The Hillside lands are not within the Agricultural Land Reserve, except for the lands immediately south of the CN Rail line. The Village will not consider a non-agricultural land use designation for these lands unless approval has been granted by the Agricultural Land Commission.

### **e) Wildfire Protection**

The Village of Pemberton has prepared a Wildfire Protection Plan which has identified portions of the Hillside Area as high or extreme wildland fire risk. Any development in this area will be designated a development permit area for protection from wildfire.

### **f) Visual Impacts**

The Hillside Lands will provide incredible views for the new residents; however, it is also important that the development does not create a negative visual impact from publicly recognized view corridors. At rezoning, specific development proposals shall provide photographs and/or view analysis details recognizing potential visual impacts to the site of not only the buildings but also the potential disruption from constructed roads and servicing corridors.

The public view corridors are illustrated in *Appendix A* for the following public view points/corridors:

- Highway 99 at Clover Road (looking north east)
- Highway 99 at the Lillooet River Bridge (looking north east)
- Pemberton Farm Road East (looking north and north east): and
- Festival Site along Highway 99 (looking north-west)

Development along the top of the ridge and skyline shall be avoided (roof pitches should not be visible or break up the ridge or sky line). There should be recognition of visual impacts of the proposed development both the summer and the winter months. Any outdoor lighting must be down-shielded and not illuminate areas unnecessarily.

### **g) Recreational Trails**

The Hillside Area is known regionally for its incredible trails, used for mountain biking, hiking, jogging and equestrian. There Hillside area has close to 20 trails/abandoned roads that provide a significant recreational value to both residents and visitors.

The following outlines the draft policy identified in the Sea to Sky Corridor Recreational Trail Management Plan and the Pemberton and Area C Trails Master Plan in the consideration of existing trails in the Sea to Sky Corridor. In addition to ongoing support by local and provincial governments, the policy statement indicates:

- Require that when new development or resource uses occur in proximity to existing trails, the trail amenity be protected through best practices in planning, design and management;
- Only consider the rerouting or redevelopment of an existing trail when protection is not possible due to the pending impacts of new development or resource uses and where the proposed changes has been deemed necessary to achieve other important community objectives;
- Guarantee a net gain to the overall quality, quantity and/or experience of the trail network in the rerouting and redevelopment of existing trails;
- Apply an experience-based (fun, trail users, scenery, challenge, etc.) rather than only a quantity (length of trail)based approach in the planning and development of new trails
- Require that any cost of completing any replacement trails will be borne by the property owner or resource use licensee;
- Agree to the rerouting or redevelopment of discontinued trials for the replacement trail must be secured prior to final approval of the new land development or resource uses;
- Cash-in- lieu for trail development will only be considered when it is deemed acceptable by the local municipality;
- Incorporate the net gain for trails approach into an amenity agreement/density bonus policy recognized in municipal Official Community Plans, triggered in conjunction with rezoning and development applications; and
- Work with advisory groups to identify potential trail network expansion and/or enhancement areas that are consistent with, and can be incorporated into, integrated land use processes, regional or municipal plans.

Any developments on the Hillside shall address this policy as it relates to the net gain of trails in the area.

#### **h) Rock Climbing and Bouldering**

There is a small rock face used for rock climbing and bouldering on the Hillside Lands. The amenity is situated immediately north of the CN Rail line on a portion close to the southern exit of the Mission Impossible trail. Development could consider the protection of this route, as it is somewhat isolated from the more developable portions of the site.



### **3.2 Development Potential**

The Official Community Plan recognizes that the Village has many constraints in identifying areas suitable for new development, whether it be lands designated as Agricultural Land Reserve, steep slopes, flood plains or riparian areas. It is likely due to these constraints that the Village has achieved a relatively compact development footprint. The Sub-Regional Planning Study indicates that given Pemberton's rate of growth, the population will outgrow the existing footprint in 10-20 years, and the only appropriate locations for new urban growth will be on lands with moderate slopes out of the valley bottom such as the Benchlands and the Hillside area.

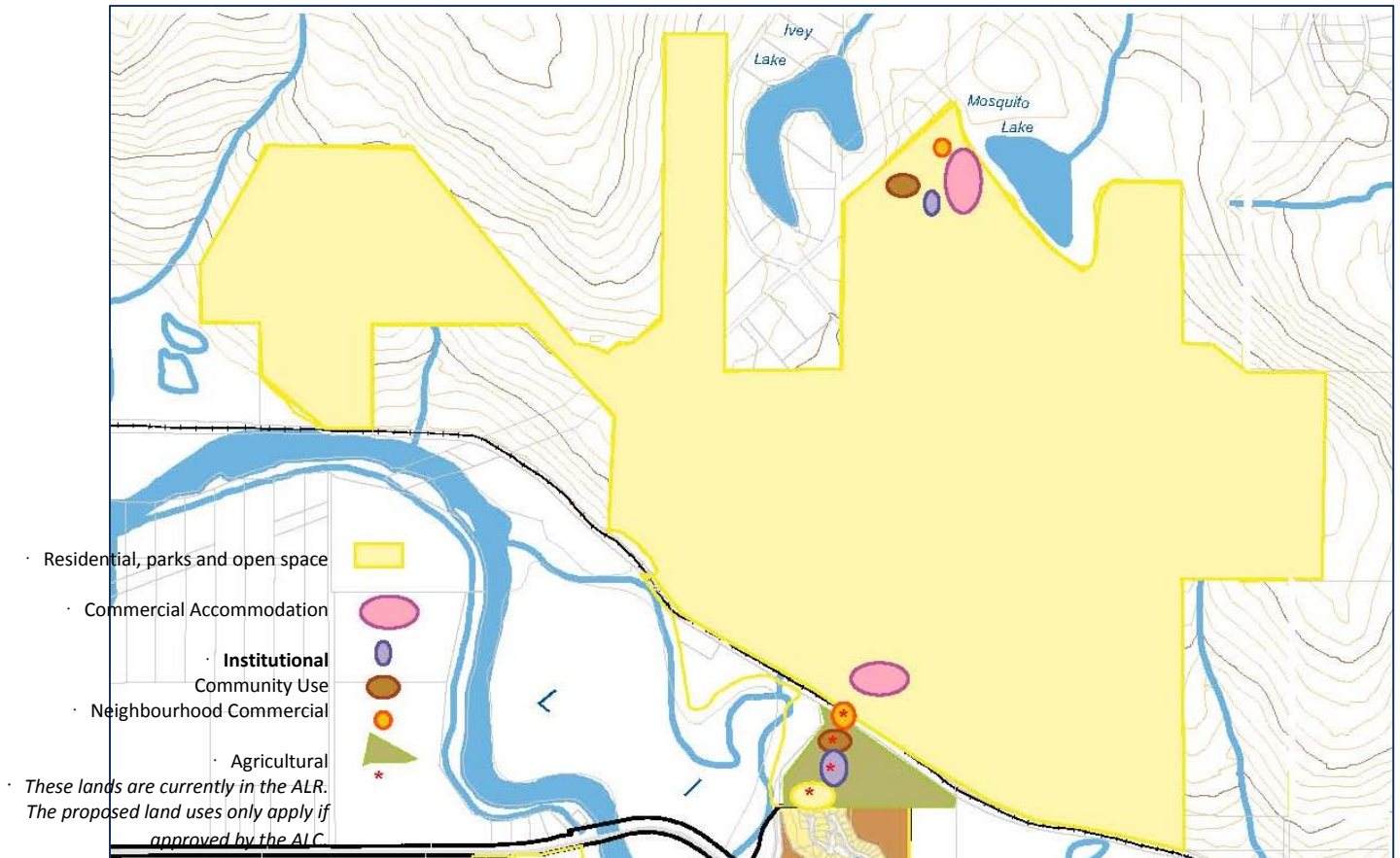
The OCP's planning direction which states that *Growth is Managed with Community Priorities* sets down corresponding policies to be adhered to when considering new development areas. The proposed Hillside lands at build-out have the potential to accommodate approximately 2,100 units (lands identified in RGS). The remaining lands within the Village of Pemberton boundaries will comprise approximately 2,100 units (which includes 1,100 approved but not developed units in the Benchlands, Signal Hill/Tiyata and other infill properties). These unit counts do not include the existing units in and around Ivey Lake and Reid Road or the Pemberton North Improvement District (currently within the SLRD). Once construction commences it is anticipated that the total build-out of Hillside area will exceed 20 years.

The Hillside Lands are anticipated to be a satellite neighbourhood slightly distanced from the existing urban area, yet with the opportunity to be a well-designed compact neighbourhood integrated with open areas as well as existing and proposed land uses such as the Pemberton Plateau subdivision, independent school, Pemberton Industrial Park and Mount Currie. The challenge in the development will be to maximize densities while not compromising the natural features and viewscape of the lands.

The Hillside Lands provide undulating terrain that will comprise a series of developable pods. For the most part the predominant land uses on the sloping site will be residential, parks and open spaces. As noted in the Official Community Plan, downtown is to continue as the dominant commercial node as well as the cultural and social focal point. Regardless, other areas within the Hillside Lands have some potential for additional uses such as commercial accommodation (resort/hotel/lodge), institutional (churches, education) and/or community uses (recreation, leisure facilities, emergency services) and limited neighbourhood commercial (to serve the needs of the neighbourhood). The

actual location of these land uses have been generally identified in *Map B*. The definitive location of the individual land uses shall be determined with each phase of development.

**MAP B – CONCEPTUAL LAND USE**



### 3.3 Site Planning and Density

The Sub-Regional Planning Study has identified a minimum gross residential density of 5.25 units per hectare. As noted previously, the site has several areas that should not be developed primarily due to steep terrain, trail alignments or preservation areas (riparian or archaeological). The challenge will be to maximize site densities without compromising the natural character of the site. The Village encourages specific developments to incorporate innovative site design principles (such as clustering, conservation design and site specific zoning) to retain the integrity of the lands while meeting projected density targets. Reduced densities will only be considered if it is to preserve the natural character or amenities of the site.

### 3.4 Development Permit Areas

The Hillside Lands will be designated in the OCP (in accordance with Section 919 and 920 of the *Local Government Act*) as Development Permit Areas for the purposes of environmental protection, land constraints (steep slopes, wildfire interface zones), enhancement of agricultural (on or abutting ALR lands) and form and character of development (intensive residential and multi-family/commercial development). The Development Permit Area Guidelines currently exist in the Official Community Plan.

### 3.5 Subdivision

In accordance with the *Land Title Act*, any subdivisions must be approved by the Approving Officer and be in accordance with municipal policies and bylaws.

### 4.0 COMMUNITY AMENITIES

The Village currently has a Community Amenity Policy that is intended to collect payments for a Community Amenity Reserve Fund. The existing charge imposed is \$9165 per single family unit and \$6060 per multifamily unit. The Village has provided a ball park estimate for the potential generation of the amenity charge of approximately \$16 million. This calculation made the assumption that approximately 2100 units (being 50% single family/50% multifamily) at the current charge out rate would be approximately \$15.98 million (\$9.62 million + \$6.36 million).

It is the intent that the Village develop provisions for amenity zoning (density bonusing) for the site. As a result the Village will consider rezoning the lands for density provided certain community amenities are either provided by the developer or a cash payment is received. The Community Amenity Policy costing will continue as a benchmark for the market value of such community enhancements and/or contributions. In accordance with the *Local Government Act* as recognized in Schedule B of the OCP, the Village has identified those amenities recommended through community consultation. In reviewing this listing it appears that the following top priorities could potentially be addressed in the Hillside development:

***A community arena and/or indoor pool*** – A significant community amenity would be the provision of a site and/or delivery of the facilities (either through financial contributions or construction) and/or ongoing operations through joint use agreements with institutional or accommodation uses. The owners of the site legally described as the southern half of Lot 1, EPP 1353, and DL 211 have previously indicated that these lands could be dedicated to the Village for recreation purposes. The Village will be undertaking a planning process that provides more details with regard to this potential amenity, in addition the use of the lands for non-agricultural purposes would need to be approved by the ALC.

***Public Washrooms*** – These facilities could be incorporated into other recreation amenities.

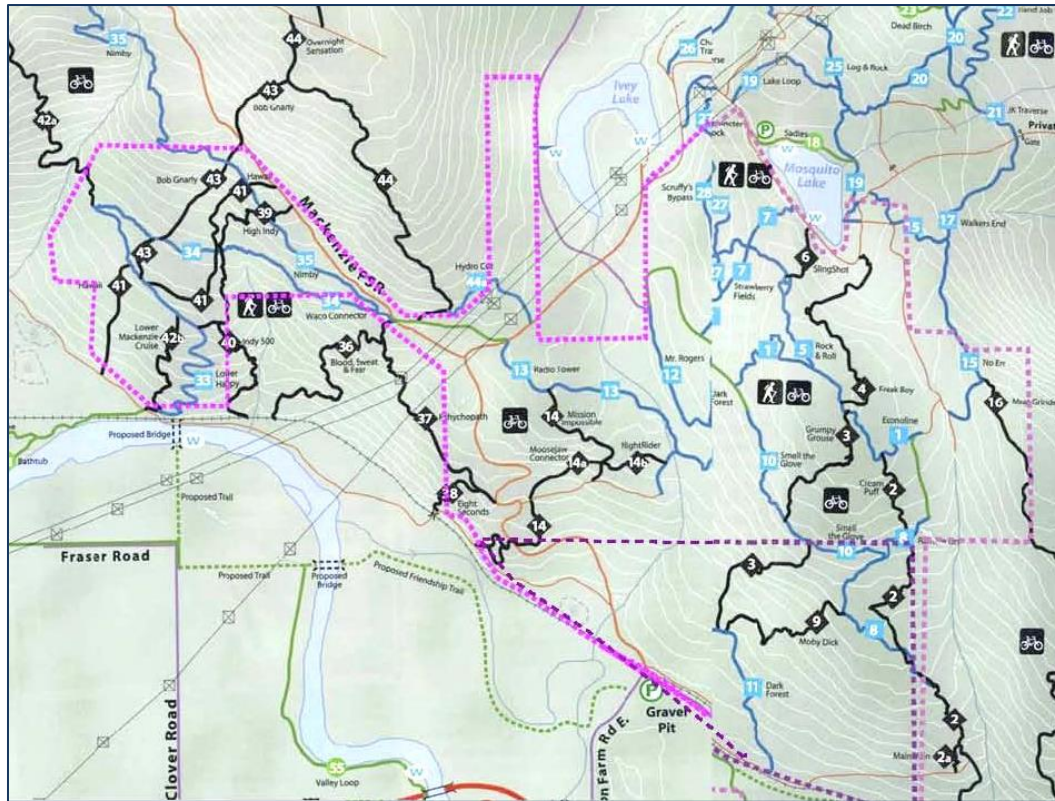
***Multi-Use Sports Fields*** – A facility to host large sporting events and may include all season fields and lighting for evening/night time use and year-round/all season use.

***Recreation Trails*** – The majority of the trails are located on the upper half of the Hillside as prior to the transfer of these lands to the Lil'wat Nation they were Crown lands. The Lil'wat and the Pemberton Valley Trails Association currently have a management agreement for the trails. Any development on the Hillside should secure the integrity of the Mosquito Lake area trails in accordance with the No Net Loss of Trails policy and involve consultation with the Pemberton Valley Trails Association. There is also an existing rock climbing and bouldering route near the lower route of the Mission Impossible trail. The trails in the area are indicated in Map C.



The Trails Master Plan also indicates that certain trailhead improvements are needed to serve the recreational trails, notably map kiosks, parking and public washrooms. Improved trailheads would be valuable near Mosquito Lake and in the valley (i.e. Pemberton Farm Road West).

**MAP C – EXISTING TRAILS**



**Friendship Trail** – The proposed Friendship Trail highlighted in the Pemberton and Area C Trails Master Plan is intended to travel immediately south of the Hillside Lands and CN Rail right of way from Mount Currie en route to the Village including a bridge crossing over the Lillooet River. The proposed trail would be an important amenity for both the future residents of the Hillside area as it would provide a direct and safe non-vehicular route to the downtown. The trail is important as it also provides a safe commuting and recreational route for residents of the Village, Area C and Mount Currie (Lil'wat Nation).

**Community Garden and/or Greenhouses** – The provision of common gardens would be a great community amenity, for the new residents or community-wide.

**Affordable and Special Needs Housing** – The Village's Affordable Housing Strategy recognizes the importance of providing a range of housing opportunities and price points for the community. Secondary suites are encouraged.

Other priorities include an outdoor skating rink, squash/racquet ball courts, curling rink, track, indoor tennis, equestrian stadium and clubhouses at playing fields

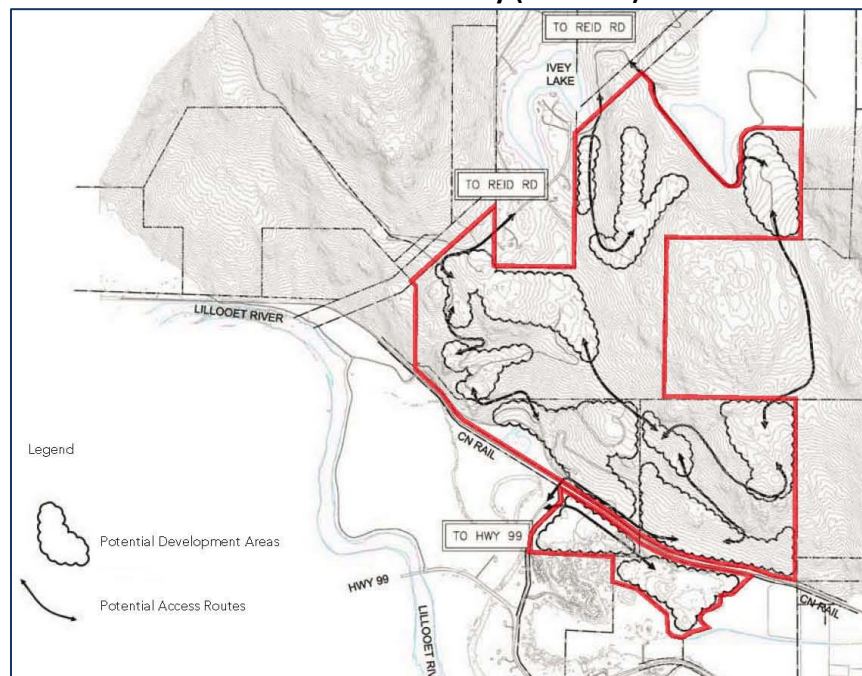
## 5.0 CONNECTIVITY

**Neighbourhood Connectivity** – Given the undulating and sloping terrain, the Hillside area will be developed in pods. Each of these areas shall have pedestrian trail connections through the site, leading to Highway 99 and the proposed Friendship Trail as well as Mosquito Lake and Reid Road. The neighbourhoods should also be safe for residents to walk within.

It also should be a priority that the individual subdivisions be linked by roads both for vehicular connectivity (subject to the impact such connections may have on the natural character of the site and visual impacts) and emergency access (refer to Map D below). The Village's Subdivision and Development Control requirements will be applicable but will also consider alternative Hillside Road standards to minimize the impacts of the road development on the natural landscape and views to the site. The area may consider strata subdivisions to reduce site disruption, where they also facilitate vehicular connectivity.

**Pemberton Connectivity** – The Hillside area will require certain improvements to incorporate the lands into the existing transportation network. In particular, CN Rail will need to approve of any new or improved crossings and the Ministry of Transportation and Infrastructure shall approve of the highway intersection improvements (both of these agencies should be consulted with regard to their requirements). In addition, the neighbourhoods must be planned in the long term to provide vehicular and trail connections from Highway 99 including at minimum an emergency access developed to Reid Road. It should be also recognized that active logging still occurs in the Mackenzie Basin area and therefore consultation with Ministry of Forests will be required.

**MAP D – Connectivity (East Side)**

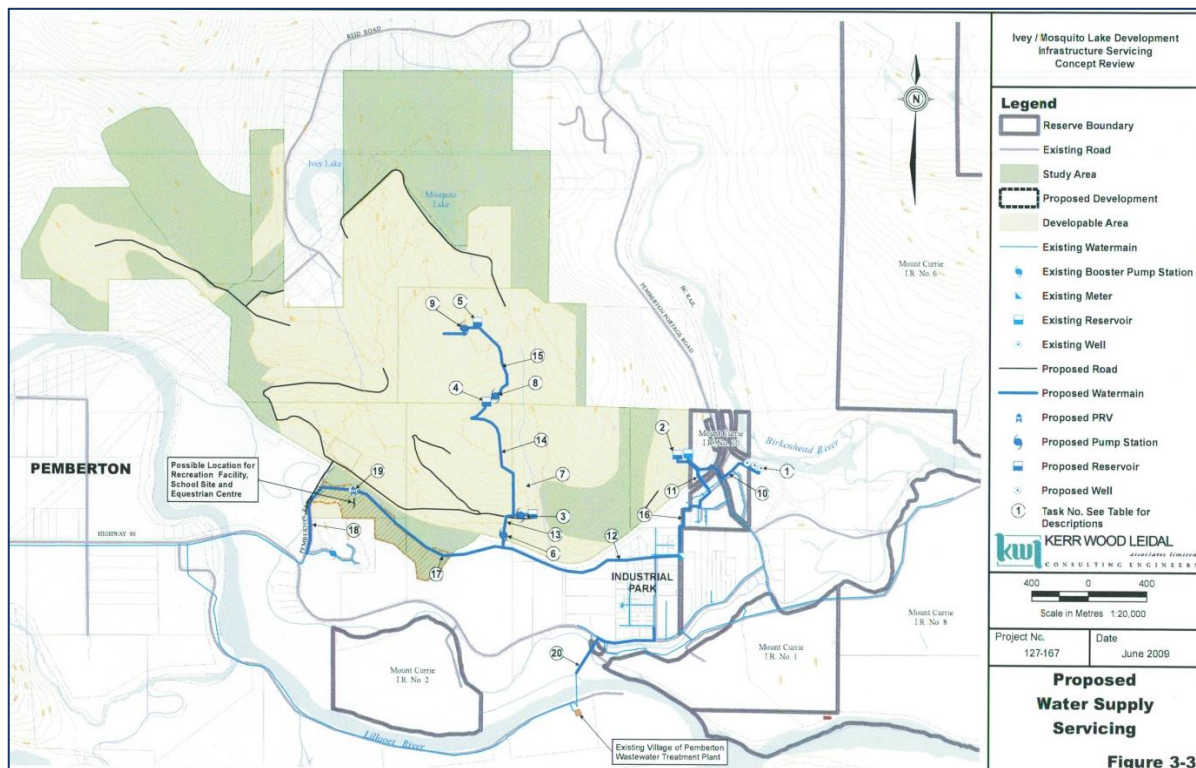


## 6.0 SERVICING

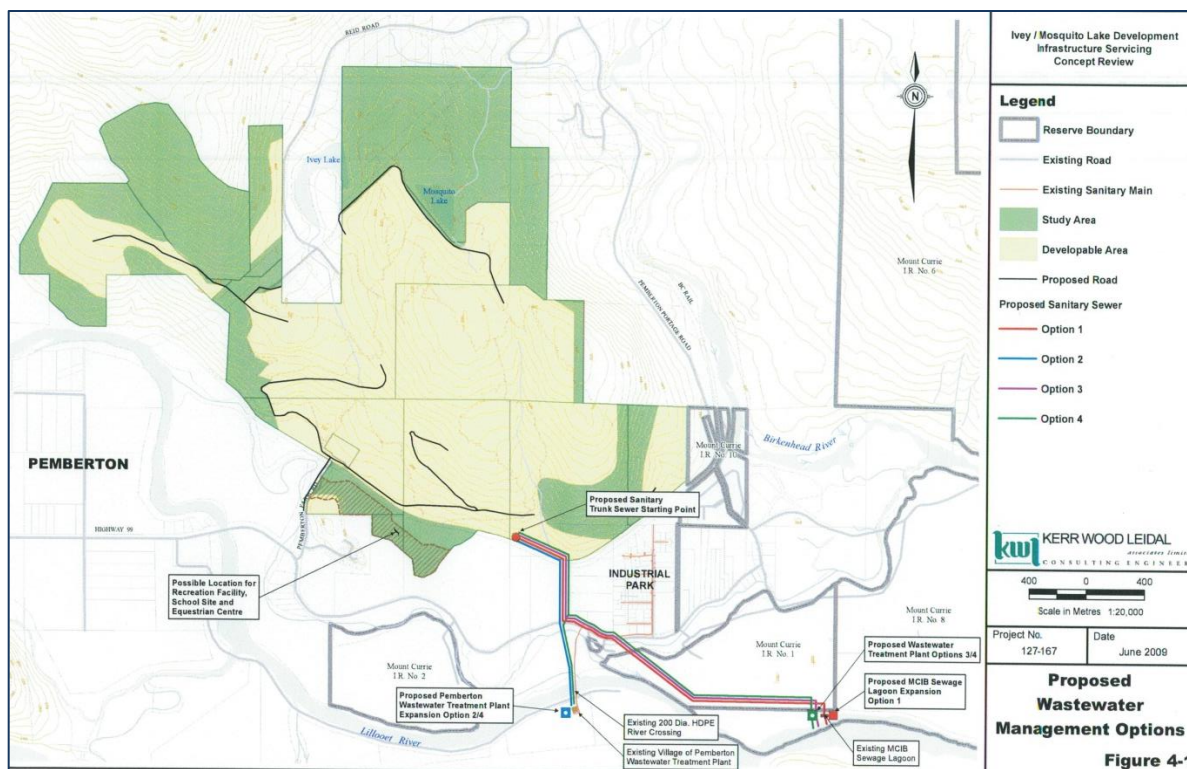
The Ivey and Mosquito Lake Development Concept Servicing Report (2009 Kerr Wood Leidal) reviews the options for primary water supply and wastewater treatment and disposal for the Hillside Lands (in addition to several additional parcels that are not yet within Village boundaries). The report examines the potential for water and sanitary connections to the existing infrastructure of the Village of Pemberton or the Lil'wat Nation as well as other infrastructure such as major road access, storm water management and utilities. It is also possible given the significant off-site investments that the initial development phases will need to commit to, it is likely that an agreement to recoup a fair portion of these costs in later phases will be considered (i.e. latecomer's agreement).

The concept plan for water and wastewater (Map E and Map F, respectively) indicate that servicing would most logically be initiated on the lower development parcels. Any parcel specific development shall not only refer to the findings of the Servicing Report and coordinate with other Hillside area landowners but also consult with both Lil'wat and the Village of Pemberton before developing site specific servicing options.

MAP E – PRELIMINARY WATER ROUTING



### MAP F – PRELIMINARY WASTEWATER ROUTING



## 7.0 PHASING

The phasing of the development of the Hillside Lands shall consider the most logical approach given land use, servicing and property interests. The Ravenscrest property has completed the most significant work in terms of fulfilling the Village's development application requirements including an environmental inventory and archaeological investigations. The Village expects to have a formal rezoning application from the owners/agents of this property in the near future.

In addition, the lands immediately to the west of the Ravenscrest holdings (the northern half of Lot 1, EP, DL 211) have undertaken significant quarrying works on the property and for the most part the site is significantly disturbed. From a land use perspective it appears reasonable that these lower parcels proceed first. The Conceptual Servicing Report also recognizes that from a design and capital investment perspective, the Ravenscrest and Sabre properties should be in the initial phases of the Hillside development. It is not anticipated that the neighbourhood commercial development will be needed until there is a justifiable service population (neighbourhood commercial is defined in the OCP land use designations).

The phasing is reflected in the OCP Amendment as only the lower parcels have been included in the Urban Growth Boundary. The owners of the remaining Hillside Lands will be considered for inclusion in the Urban Growth Boundary once an environmental inventory and archaeological investigations have been completed. The phasing plan is noted in Map G.



**Date:** Tuesday, January 23, 2024

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Colin Brown MCP, Planner II  
Mark Barsevskis, RPP, MCIP, Consulting Planner  
Scott McRae, Manager of Development Services

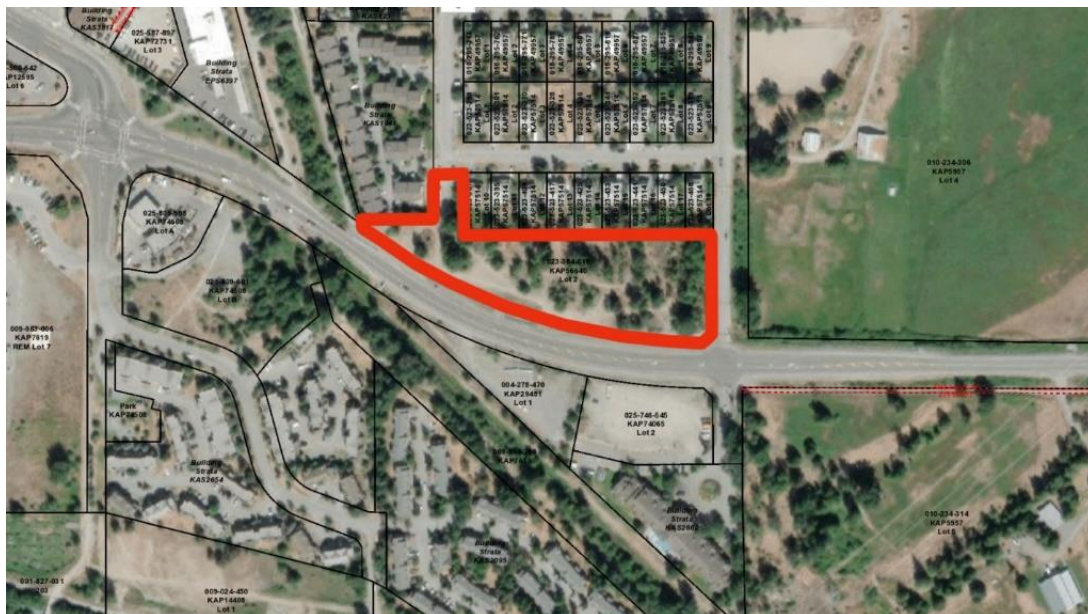
**Subject:** Major Development Permit No. 93 – SSCS Affordable Housing, 7000 Harrow Road

**PURPOSE**

The purpose of this report is to present to Council an application for a major development permit (DP Area No. 7 – Gateway Development) received from Sea to Sky Community Services (SSCS) to permit the development of a mixed-use affordable housing building, located at Lot 2 District Lot 203 Lillooet District Plan KAP5640.

**BACKGROUND**

In March 2022, the Village of Pemberton received an application for a Zoning Bylaw amendment (OR136) and an application for a development permit (DP93) from Sea to Sky Community Services (SSCS) to permit the development of a mixed-use affordable housing building, located at Lot 2 District Lot 203 Lillooet District Plan KAP5640 as identified below. The subject lands are currently addressed as 7000 Harrow Road.



The subject site, a largely forested undeveloped lot, is located at the intersection of Pemberton Portage Road (Highway 99) to the south and Harrow Road to the east near the eastern edge of the Village. Immediately north of the site is a single-family residential housing neighbourhood (The Glen). Several local amenities are located within 800m (roughly a 10-minute walk) of the subject site, including restaurants, schools, parks, and a community centre. A bus stop serviced by the 100 Pemberton Local bus route is located immediately southwest of the site on Pemberton Portage Road.

### **Application**

The proposal is to develop an affordable housing project owned and operated by Sea to Sky Community Services (SSCS). The organization is looking to expand its housing services through this application for a new 5-storey, 63-unit affordable housing development with one (1) floor of commercial space. This development permit application follows completion of the rezoning process that created Comprehensive Development Zone 6, to allow the proposed land uses for this project. Zoning Amendment (Comprehensive Development Zone 6 – SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022, was adopted on October 17, 2023.

### **Description of Form and Character**

The building's aesthetic form is simple and functional. The building and surrounding spaces are designed to follow Crime Prevention Through Environmental Design principles, such as the addition of large windows which connect to the outside environment and offer natural surveillance of public spaces.

The applicant has advised that the proposed architectural design of the mixed-use building is modern contemporary architectural character and will feature a palette of colours found in the natural landscape, including hues of white, grey and wood tones. Exterior wall undulation reveals an inset of wood tone both at the ground level and on the balconies. These elements are combined to provide a better sense of human scale. Materials are chosen to be durable for the longevity of the project and to withstand the local climate. The design of this project is heavily influenced by the principles found within the Village of Pemberton's Official Community Plan, the results of the Housing Options Survey, and SSCS's pre-application community engagement.

### **Description of Landscape Approach**

The landscape approach will feature a green buffer of trees around the north, east and south edges which will allow the building to blend in with the surrounding natural environment and will shield residents from the sights and sounds of the adjacent highway. The proposed landscape plan includes planters of shrubs, perennials, and trees. All proposed plantings appear on the approved 2020 Village of Pemberton Plant List.

The complete application package, including architectural drawings and other documents relevant to consideration of this development, may be viewed on the Village of Pemberton website: <https://www.pemberton.ca/departments/development-services/sscs-affordable-housing>

## **DISCUSSION & COMMENTS**

### **Policy Analysis**

#### **Official Community Plan**

The subject lands fall within the urban growth boundary shown on Schedule “A” of the OCP. Lands within the urban growth boundary are deemed part of the Village inventory of development land to accommodate growth. The lands in the application are currently designated as Gateway in the OCP on Map B. The land use designation allows for a range of residential and commercial uses, including those proposed in this application.

**Zoning Bylaw No.832, 2018**

On October 17, 2023, Council adopted Zoning Amendment (Comprehensive Development Zone 6 – SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022. With this amendment, zoning is now in place to allow the proposed land uses and establish site, building, and other regulations for the subject lands.

**Development Permit Guidelines.**

Several development permit areas (DPAs) were considered in relation to this application. DPA #1, Environmental Protection, and DPA #2, Land Constraints, apply to development on properties that meet the criteria outlined in the OCP. On review, staff determined that DPA #1 does not apply. A report from a qualified professional confirms that the proposed development meets the standards for riparian protection. DPA #2 applies because the subject property is in a floodplain. The subject property is also situated within DPA #7, Gateway Development. DPA #7. General guidelines are applicable to all form and character DPAs, with additional guidelines specific to properties in the Gateway. Staff reviewed guidelines for all applicable DPAs and provided comments, included, in the table below. The Advisory Design Review Commission reviewed the proposal with reference to DPA form and character guidelines and provided comments, also included in the table.

<b>Development Permit Areas No. 1 – Environmental Protection</b>	
<b>Applicable Guideline</b>	<b>Comments</b>
a) Submit an Environmental Assessment prepared by a qualified environmental professional identifying the possible impacts and proposed mitigation of the proposed development. The qualified environmental professional shall have the required expertise related to the environmental issues of the proposal. The terms of reference for the Environmental Assessment are included as Schedule C.	A report from a Qualified Environmental Professional (QEP), dated, March 21, 2022, was received confirming that the proposed development will meet the riparian protection standard if the development proceeds as proposed. The findings have been submitted to the Province, whose officials have accepted the report and have accordingly excluded the project from further RAPR requirements.
<b>Development Permit Area No. 2 – Land Constraints</b>	
<b>Applicable Guideline</b>	<b>Comments</b>
<b>Flood Hazards Guidelines</b> a) Provide professional reports and	A preliminary Flood Hazard Review Report, dated November 4, 2021, completed by a qualified professional identifies that, based on



<p>certification that ensures that the development meets the Flood Construction Level requirements for the Lillooet River and Pemberton Creek.</p>	<p>the information available the recommended Flood Construction Level (FCL) for this project is 209.25m. The current grade is approximately 206m throughout the site.</p> <p>The proposed Main Building Elevation (MBE) is 207.5m, leaving the ground floor for public spaces and storage areas, with residential units, mechanical, and electrical rooms protected on the second floor or above.</p> <p>The applicants, therefore, are requesting an exemption, which is supported in the Flood Hazard Report by Frontera Geotechnical, provided the project follows the design requirements outlined in the report. If hazard mitigation strategies described in the report are implemented, the report states that the land may be used safely for the intended use.</p>
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<b>Development Permit Areas for the Form and Character of Development</b>	
<b>General Guidelines</b>	<b>DP Area #7 Gateway Development Guidelines</b>
<p>a) Siting - Development should recognize and complement the site's existing conditions, topography, natural vegetation, hydrology, solar exposure, site circulation and view corridors.</p> <ul style="list-style-type: none"> <li>• Design for solar exposure to public and private spaces (summer shade and winter sun) and define and enhance the street edge in the placement and design of buildings and open spaces.</li> <li>• Provide strong visual and physical relationships to pedestrian walkways and public spaces and provide opportunities for natural surveillance (eyes on the streets and open spaces).</li> <li>• Achieve privacy for residential units through inset balconies, decks and patios, and screening.</li> <li>• Provide barrier free access.</li> </ul>	<p>a) Siting - The development should be visible yet attractive from the highway; outdoor storage should not be visible from neighbouring properties, Highway 99 or other public roads.</p>
<p><b>Comments:</b>          The site features a buffer of trees around the edges of the site that, with enhancements in the Landscape Plan, will blend the building with the surroundings. The proposed building will be located in the southeast corner to minimize solar exposure impacts to the adjacent</p>	

neighbours, while also leaving public space north of the building and shielding parking, and amenities from Highway 99. Siting the building close to the intersection of Harrow Road and the highway means a significant visual impact in the Gateway as people approach the main area of Pemberton either in vehicles or via the Friendship Trail. Renderings show trees and landscaping to mitigate visual impacts from this intersection.

- b) Building Form – Buildings are to be consistent with Pemberton’s small town character and reflect its rural traditions of strong, simple and functional building forms.
- Provide a cohesive design program for the development (i.e., structural, mechanical, lighting and landscaping).
  - Avoid blank walls which are visible from the street or parks which lack architectural detailing.
  - Reduce the mass and scale of buildings through design features such as variations in roof form, wall recesses/projections, texture/colour, vertical accents, windows, balconies, dormers and façade detailing.
  - Design buildings to positively address the public realm on street frontages and sidewalks.
  - Encourage decks, balconies and porches to provide sunny, usable outdoor spaces.
  - Create interest with the roof structure using architectural features such as chimneys, cupolas, towers and venting. Roof mounted equipment should be concealed from pedestrian viewpoints.
  - Provide visual variety along streetscapes by varying individual unit designs.
  - Face main entrances to the street, being clearly visible and directly accessible from the sidewalk. Entrances should reinforce proximity to grade level, particularly avoiding multi-storey features. Diminish the appearance of garage doors from public streets.

<ul style="list-style-type: none"> <li>• Preference for side by side, up and down or staggered unit configuration to maximize the number of units facing the street.</li> <li>• Create interest by varying use of the building’s scale, modulation, materials and colour in the placement and detailing of elements such as bay windows, entrances lighting, graphics and street furnishings.</li> </ul>	
<p><b>Comments:</b>          The building is designed for accessibility with the main entrance accessible for pedestrians, cyclists and motorists. A new multi-use trail will connect the property to the existing trail next to Arn Canal and a nearby bus stop. A sidewalk leads to the main entrance highlighted by a large canopy offering weather protection to users.          A simple design meets the guidelines for a functional building, while also providing enough articulation of light and dark colours to mitigate negative effects of a larger building.</p>	
<p>c) Construction Materials – The building should be sufficiently durable to withstand Pemberton’s varied climate while also exhibiting quality construction and a small town character:</p> <ul style="list-style-type: none"> <li>• Use exterior materials that have been traditionally applied and/or are durable for the area including stone, wood, brick, and glass.</li> <li>• Discourage the use of the following exterior building materials: vinyl siding, plywood, particle board and synthetic materials such as cultured stone. Stucco and tile for large areas should be discouraged.</li> <li>• Use well designed window treatments of articulated wood, stone or metal details. Reflective or heavily tinted glass and snap-in muntin bars are not recommended.</li> <li>• Apply exterior building colours that complement nature’s spectrum; earth hues and the natural colours of foliage grass, sky and woods.</li> <li>• Brighter colours may be appropriate as accents such as doorways, window frames, signs, graphics, store fronts and/or displays.</li> <li>• Ensure approval of all playground and park infrastructure by the Canadian Standards Association.</li> <li>• Complement neighbouring roof lines/pitches. Brightly-coloured</li> </ul>	

<ul style="list-style-type: none"> <li>metal roofs are discouraged.</li> <li>• Anchoring buildings with continuous durable finishing providing a sense of permanence and protection from street level impacts.</li> <li>• Wood roofing (Class A) will not be permitted under any circumstances as per the Village’s Building Bylaw.</li> <li>• Use muted or natural roof colours where appropriate.</li> </ul>	
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**Comments:**  
 Aesthetically, the building is simple and functional with several textures to break the façade and highlight natural tone. The colours are chosen to fit with the local area, using wood tones to highlight the undulations in the façade walls. The materials were selected for long-term durability and withstanding the local climate.

<p>d) Streetscape Improvements and Landscaping – The development should provide amenities for residents and visitors, while also adding interest to the street and showcasing local businesses.</p> <ul style="list-style-type: none"> <li>• Incorporate planting consistent with the Village’s standards contained within the Plant List.</li> <li>• Consider four season landscaping for both aesthetics and maintenance reasons.</li> <li>• Appropriately design, protect and select durable landscaping as not to be harmed by snow clearing or other maintenance works (i.e. sweeping).</li> <li>• Prioritize the retention of existing trees and vegetation</li> <li>• Accommodate grading on individual properties, minimizing cut and fills and discourage retaining walls.</li> <li>• Incorporate <b>Low Impact Development Techniques</b> into site, service and landscape planning.</li> <li>• Provide irrigation for all landscaped and open areas.</li> <li>• Incorporate landscaped areas within parking lots to break up large paved areas. The landscaped areas can also be used in the winter for snow storage.</li> </ul>	<p>c) Landscaping –The development shall be landscaped as to provide an attractive entry from Highway 99 and other public roads, specifically:</p> <ul style="list-style-type: none"> <li>• Incorporate landscaped areas within parking lots to break up large, paved areas. The landscaping can also be used in the winter for snow storage areas.</li> <li>• Provide a landscaped buffer between land uses</li> <li>• Limit the use of fencing when not visible to public streets. Chain-link fencing is not recommended.</li> <li>• Provide irrigation for all landscaped yards and open areas (excluding areas undisturbed in their natural state)</li> </ul>
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**Comments**  
 The addition of a multi-use path between the building and the highway will add human traffic and will require careful consideration to maximize the experience of the pedestrians and cyclists. This amenity will benefit the wider community by providing a link from the Friendship Trail near Pemberton Valley Lodge to the existing trails along Arn Canal. The proposed landscaping appears to be sufficient to comply with the guidelines and will require due care and maintenance once plantings are installed.

<p>e) Circulation and Parking - A development's accommodation of internal and external vehicular circulation, parking and servicing is an important consideration in the functioning and accessibility of the project.</p> <ul style="list-style-type: none"> <li>• Screen or camouflage from public view all exterior services including utility tanks, hydro transformers, gas installations, garbage and recycling containers, preferably with a durable fenced enclosure, landscaping or printed art or images.</li> <li>• Ensure that garbage and recycling receptacles and dumpsters are provided and located within a lockable building (bear proof).</li> <li>• Accommodate efficient snow removal, including designated snow storage and drainage areas for access roads, loading and parking areas</li> <li>• Abide by the Village Construction Requirements as not to unsafely or inconveniently disrupt adjacent business operations or pedestrian movements during construction.</li> </ul>	<p>d) Circulation and Parking – Vehicular circulation, parking and servicing is an important consideration in the functioning and accessibility of a development, whereby:</p> <ul style="list-style-type: none"> <li>• Access to service bays, loading docks and garbage/recycling dumpsters should not be directly visible from public view. Access should be achievable during all weather conditions.</li> <li>• Enhance parking areas with landscaping in the front yard setback</li> <li>• Provide short term parking and unloading areas for accommodation uses.</li> <li>• Screen parking areas and car staging (drive-throughs) to public street with landscaping and buildings.</li> </ul>
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**Comments**  
 The siting of the building and landscaping has been designed to shield parking areas from the street. Landscaping is proposed to break up the large surface parking area. A garbage area is included in the building with a loading zone and fire access situated at the northeast corner of the building. This design meets the need for refuse areas to be wildlife proof and responds to fire access concerns heard during previous public consultation.

<p>f) Snow Management – Site and building design shall mitigate the challenges related to freezing temperatures and precipitation. All developments shall manage snow through the site plan design and building form.</p> <ul style="list-style-type: none"> <li>• Restrict snow from dumping or being dumped onto adjoining streets, sidewalks and right of ways.</li> <li>• Mitigate freeze / thaw cycle impacts including snow shed, roof drip, icicles, ice dams, and water infiltration.</li> <li>• Prevent roofs from shedding towards pedestrian walkways, points of entry and loading or parking areas.</li> </ul>	
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**Comments**  
 Snow Removal Areas are shown on the east and west edges of the property. There are no concerns with snow removal affecting nearby streets and sidewalks.

<p>g) Lighting - Provide a lighting plan for new development. Fixtures on public roads shall be in accordance with Village Lighting Standards, while lighting on private property should be down shielded, as to illuminate only the desired display, pedestrian corridor, sign or building feature. Flashing, blinking or coloured lighting except for festival lighting is not supported.</p>	
<p><b>Comments</b>        A Lighting Plan was not included in the drawings package for this application. Lighting will be a component and aligned with designs intended to follow CPTED principles, as discussed in the next section. With this location in the Gateway, it is important that the Village confirms that plans follow established standards for lighting, which can have a significant visual impact. It is recommended that a Lighting Plan be submitted, as a condition of issuance for this development permit, to the satisfaction of the Manager of Development Services.</p>	
<p>h) Crime Prevention Through Environmental Design (CPTED) Principles - Development shall comply with the following principles:</p> <ul style="list-style-type: none"> <li>• Provide clear border definition of controlled space.</li> <li>• Provide clearly marked transitional zones that indicate movement from public to semi-public to semi-private to private spaces.</li> <li>• Locate vehicle and pedestrian access points, gathering areas and loitering areas to locations with natural surveillance in order to increase safety and perception of safety of users, and increase risks (deterrent) to offenders.</li> <li>• Design and land use should relate to the context of on-site land uses and structures, immediate adjacencies, and the surrounding neighbourhood.</li> <li>• Site landscaping should have clear sight lines, prevent concealment, direct users safely, be permeable and maintain relationships (eyes on street).</li> <li>• Re-designate the use of space to provide natural barriers to conflicting activities.</li> <li>• Seek land use mix that promotes natural surveillance.</li> <li>• Overcome distance and isolation through improved communication, break-up large impersonal space, enhance sight lines, provide a range</li> </ul>	

<p>of land uses, and offer legitimate activity generators.</p> <ul style="list-style-type: none"> <li>• Avoid building designs, public amenities/services and street furniture that create excuses for loitering, nuisance and criminal behaviour.</li> </ul>	
<p><b>Comments</b>          The application notes that the building and surrounding spaces are designed to follow CPTED principles. This will be achieved with the addition of large windows and greater connection to the outside environment by providing natural surveillance of public spaces.</p>	
<p>i) Site Alteration– Mitigate the impacts of a new development specifically related to site clearing, preloading and ongoing construction activities, by:</p> <ul style="list-style-type: none"> <li>• landscaping, screening or fencing the site should be provided, if the site works include the removal of an existing vegetated buffer to a public road;</li> <li>• identifying the routing of any pedestrian/sidewalk detours and temporary construction and emergency service access (if applicable also achieve approval from the Ministry of Transportation and Infrastructure);</li> <li>• identifying the location of any construction offices and related parking (preference to locate within existing development, limit use of temporary trailers);</li> <li>• indicating the location of storage areas and type of materials to be stored, as well as garbage/waste/recycling containers. Such storage shall not be attractants to wildlife; and</li> <li>• identify a timeline for the completion of mitigation works outlined above that may include posting security to guarantee the proposed site alteration enhancements prior to the issuance of the Development Permit.</li> </ul>	
<p><b>Comments</b>          A minor development permit was issued for this site to allow for site clearing and preload to be placed in preparation of construction. No further concerns are noted at this time beyond normal considerations related to construction of a large development and will be addressed in the building permit process.</p>	
	<p>e) Storage Containers – The installation of storage containers should:</p> <ul style="list-style-type: none"> <li>• be approved for a maximum of twenty-four (24) months, with automatic administrative renewal for a</li> </ul>

	<p>subsequent twenty-four (24) months provided the container is in compliance with the Development Permit and Zoning requirements. Any significant issues with a renewal of a Development Permit for the container may be referred by the applicant or staff to Council for a final decision on the renewal of the permit. Subsequent extensions beyond the twenty-four (24) months (with the twenty-four (24) month renewal) will require Council's consideration and approval;</p> <ul style="list-style-type: none"> <li>• be located to minimize the visual impact to adjacent properties, parks, streets and public rights-of-way;</li> <li>• have an exterior finish to match or compliment the exterior finish of other buildings on the subject property, except if the container is not visible from adjacent properties and public right of ways or is located inside a building;</li> <li>• be placed on an orderly manner, well maintained and kept clean including the removal of oxidation (rust) and graffiti; and be free of logos and any advertising.</li> </ul>
<p><b>Comments</b>          No storage containers are proposed for this site after construction. Developments are permitted to install storage containers for the purpose of construction that must be removed when construction is completed.</p>	

**Advisory Design Review Commission**

On July 21, 2022 the applications were presented to the Village of Pemberton Advisory Design Review Commission (ADRC).

The ADRC generally supported the design and recommended some minor revisions to the balcony glass, additional green spaces within the parking lot, consideration of EV chargers, improved connections to the Arn Canal trail, and improved designated areas for snow storage. The ADP passed the following resolution:

**THAT** the Advisory Design Review Commission recommends that Council support the application for DP#93SSCS Affordable Housing, subject to the following recommendations:

- Consideration for glazing on the balcony glass be implemented.
- Consideration for improved stormwater management and green spaces within the parking lot be implemented.
- Consideration that EV Chargers be provided within the required parking lot.
- Considerations for improved connections to the existing active transportation network, specifically connection to the Arn Canal trail and the friendship trail.
- Consideration for improved designated areas for snow storage on the western side of the parcel.



### **Summary**

After full review by staff and the ADRC, staff confirm that the application substantially complies with the development permit guidelines set out in the Official Community Plan. The applicants have revised the development plans to address ADRC comments to the satisfaction of staff.

Staff recommend that issuance of the development permit be approved, subject to the following items being completed to the satisfaction of the Manager of Development Services prior to issuance:

- Provision of cash, irrevocable letter of credit or other acceptable security in the amount of \$175,998 to secure landscaping.
- Submission and approval of a lighting plan in accordance with General Development Permit Guidelines, section 7.4.1.2 g) of the Official Community Plan.

### **COMMUNICATIONS**

As required by section 5.3 of Development Procedures Bylaw No. 887, 2020, a project information sign has been placed on the site.

### **LEGAL CONSIDERATIONS**

Development permits are issued by resolution of Council as per section 490 of the *Local Government Act RS2015 (LGA)*. The processing of a development permit application is regulated by sections 490 – 491 of the *LGA* and by the Village's Development Procedures Bylaw 887, 2020..

### **BUDGET & STAFFING**

All costs associated with the processing of this application, including staff time, are recoverable from the applicant's fees as per the Development Procedures Bylaw No. 887, 2020.

### **INTERDEPARTMENTAL IMPACT**

Any impacts on other departments will be addressed through the development process.

### **COMMUNITY CLIMATE ACTION PLAN**

This project will contribute to several strategies included in the Community Climate Action Plan:

- Shift Beyond the Car
- Electrify Transport
- Step Up New Buildings
- Decarbonize Existing Buildings
- Close the Loop on Waste
- Organizational Leadership

The location of the project within walking distance of community amenities contributes to a more compact community and the addition of a new multi-use path allows more options for walking and cycling, including links to the Friendship Trail.

As BC Housing is one of the main partners of this development, this design aligns with

the BC Housing Design Guidelines and Construction Standards 2019. Within these standards, it is required that the location of this project meet sustainable and energy targets of Step Code 4, BCBC.

### **STRATEGIC PRIORITIES**

This project is a significant step forward to provide much needed affordable housing and a new venue for Sea to Sky Community Services to continue offering their wide range of services. This project supports the strategic priorities to:

#### **PLAN AND MANAGE GROWTH**

1. Support diversity of housing development that meets with housing needs.

### **IMPACT ON THE REGION**

This project will contribute affordable housing that will support the wider community in the Pemberton Valley. Referrals and comments were included during the rezoning process. No further referrals are necessary for consideration of this development permit.

### **ALTERNATIVE OPTIONS**

Options for decisions on a major development permit are to accept the application and recommendation to approval the permit for issuance or, if Council determines that the application has not met the guidelines for the applicable DP Areas, refuse the application and provide direction on how the application may be improved to meet the guidelines.

**Option One:** THAT Council approves DP93 for issuance..

**Option Two:** THAT Council refuses the application for DP93 and provides the following direction to improve the application to meet the applicable development permit area Guidelines:

- (determined by Council)

### **RECOMMENDATIONS**

**THAT** Council authorizes Development Permit No. 93 (DP93) for issuance to Sea to Sky Community Services, on Lot 2 District Lot 203, Lillooet District, Plan KAP56640 (PID 023-384-018), subject to:

- a) Provision of cash, irrevocable letter of credit or other acceptable security in the amount of \$175,998 to secure landscaping.
- b) Submission of a lighting plan that substantially complies with General Form and Character Guidelines, Section 7.4.1.2 g) of the Village of Pemberton Official Community Plan Bylaw No. 654, 2011, to the satisfaction of the Manager of Development Services.

AND THAT the Mayor and Chief Administrative Officer be authorized to execute the Permit.

**ATTACHMENTS:**

**Appendix A: Draft Development Permit No. 93**

Prepared by:	Colin Brown MCP, Planner II Mark Barsevskis, Consulting Planner Scott McRae, Manager of Development Services
Manager approval:	Elizabeth Tracy, Chief Administrative Officer
CAO approval:	Elizabeth Tracy, Chief Administrative Officer



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7400 Prospect St.  
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**VILLAGE OF PEMBERTON  
Development Permit No. 093**

Issued to: **SEA TO SKY COMMUNITY SERVICES SOCIETY, INC.NO.  
S0014102**  
File No: **DP No. 093**

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

Address: **38024 FOURTH AVENUE  
PO BOX 949  
SQUAMISH, BC  
V8B 0A7**

- 1) This Development Permit applies to and only to those lands within the Village of Pemberton, Province of British Columbia, legally described as:

Parcel Identifier: 023-384-018

Legal Description: LOT 2 DISTRICT LOT 203 LILLOOET DISTRICT  
PLAN KAP56640

Civic Address: 7000 Harrow Road, Pemberton, BC, V0N 2L1

as shown in the Location Map attached as **Schedule A**.

- 2) This Development Permit No. 093 is issued pursuant to the authority of the *Village of Pemberton Official Community Plan Bylaw No. 654, 2011*, as amended, and in conformity with all Village of Pemberton bylaws, as amended, and shall not be in any way varied except as so identified in this Permit.

The Permit relates to:

**A. Development Permit Area No. 2 – Land Constraints**

**B. Development Permit Area No. 7 – Gateway Development**

- 3) Whereas the applicant has made application to develop a five-storey mixed use building containing two commercial units, non-profit office and programming space, and 63 residential units, the following terms and

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conditions of this Development Permit shall apply to said land:

- a) Dimensions and Siting of Buildings and Structures of the Land  
All buildings and structures to be constructed on the said lands shall be in substantial compliance with the drawings prepared by Station One Architects Inc. dated November 20, 2023, attached to and forming a part of this Permit as **Schedule B**:

Schedule B – Drawings List

1.0 SITE PLAN
3.0 FIRST FLOOR PLAN
3.1 SECOND FLOOR PLAN
3.2 LEVEL 3-5 FLOOR PLAN
3.3 ENLARGED UNIT PLANS
3.4 ENLARGED UNIT PLANS
5.0 EXTERIOR ELEVATIONS
5.1 EXTERIOR ELEVATIONS
5.2 EXTERIOR MATERIAL
5.4 SITE SECTION
5.5 SITE SECTION
5.6 RENDERINGS

- b) Use of the Land  
The use, buildings, and structures on the subject land shall conform with Village of Pemberton Zoning Bylaw No. 832, 2018, as amended.

- c) On Site Landscaping  
All landscaping to be installed on the said lands shall be in substantial compliance with the Landscape Plan prepared by Station One Architects Inc. Dated October 2, 2023, attached to and forming a part of this Permit as **Schedule C**:

Schedule C – Drawings List

L1.0 OVERALL LANDSCAPE PLAN
L1.1 TREE MANAGEMENT PLAN
L2.0 OVERALL PLANTING PLAN
L3.0 LANDSCAPE DETAILS

- (i) All landscaped areas shall be provided with an irrigation

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system, the details of which shall be provided at the time of Building Permit.

(ii) The Permittee shall be responsible for maintaining the landscaping and irrigation system, in an orderly and responsible manner.

d) On site Civil

All civil works and services to be constructed on the said lands shall be in substantial compliance with the drawings prepared by KM Civil Consultants Ltd. dated November 24, 2023, attached to and forming a part of this Permit as **Schedule D**:

Schedule D – Drawings List

1 LOCATION PLAN AND GENERAL NOTES
2 SITE GRADING PLAN
3 SITE SERVICING PLAN

4) This Development Permit is issued subject to the Permittee providing security in the form of Cash, Irrevocable Letter of Credit, or other form of security to the satisfaction of the Village of Pemberton in the amount of \$175,998.00 which is equal to 120% of the estimated total cost of the required works (\$146,665.00) to secure provision of the on-site landscaping. The security shall be received before issuance of a Building Permit and kept in force until all the landscaping works are completed and installed to the satisfaction of the Village.

5) This Development Permit is issued subject to the Permittee providing a Lighting Plan that substantially complies with General Form and Character Guidelines, Section 7.4.1.2 g) of Village of Pemberton Official Community Plan Bylaw No. 654, 2011, to the satisfaction of the Village prior to issuance of a building permit.

6) The Permittee shall commence all works and landscaping referenced in Item 3 (c) to the satisfaction of the Village within two (2) years from the date that the Permit has been issued. If the landscaping is not completed to the satisfaction of the Village within the required time the security deposit may be used to undertake the required landscaping. Extensions to the one (1) year time limit for the landscaping works to be completed may be applied for in writing thirty (30) days prior to the expiry date. Once the landscaping is installed, the Village will inspect and if satisfied, will release the bond with the exception of a ten percent (10%) hold back for one year to guarantee the survival of the plantings.



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7) This Permit is not a Building Permit. While development on the lands described in 2) of this Permit is subject to the conditions and requirements set out in this Permit, this Permit does not authorize construction. The Permittee must apply for and receive issuance of a Building Permit prior to any construction. Council reserves the right at any time prior to issuance of a Building Permit to alter the permitted use, density or conditions of use that affects the Lands.

8) The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part hereof.

9) Notice of this Permit shall be filed in the Land Title Office at Kamloops under Section 503 of the *Local Government Act* RS2015, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by the Permit.

AUTHORIZING RESOLUTION FOR **DP No. 093** PASSED BY COUNCIL the \_\_\_\_\_ day of \_\_\_\_\_, 2024

IN WITNESS THEREOF this Agreement has been executed under the seal of the Village of Pemberton, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

The Corporate Seal of the Village of Pemberton  
was here unto affixed in the presence of:

)  
)  
)  
)  
)  
)

\_\_\_\_\_  
Mike Richman  
Mayor

)  
)  
)  
)  
)

\_\_\_\_\_  
Elizabeth Tracy  
Chief Administrative Officer



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## STATEMENT OF INTENT

SEA TO SKY COMMUNITY SERVICES SOCIETY, INC.NO. S0014102, having read and understood the terms and conditions of this Development Permit, hereby agree to abide by such terms and conditions and to complete all of the requirements under this Development Permit and in accordance with the Village Bylaws.

\_\_\_\_\_  
Date  
SEA TO SKY COMMUNITY SERVICES SOCIETY, INC.NO. S0014102

Attached: Schedules A, B, C and D





**Schedule B**



- 0.1 INTRODUCTION
- 0.2 SITE CONTEXT PLAN
  
- 1.0 SITE PLAN
  
- 2.0 SUMMARY - WHAT WE HEARD
- 2.1 BUILDING HEIGHT
- 2.2 GREEN BUFFER & PUBLIC SPACE
- 2.3 PARKING
- 2.4 FIRE TRUCK ACCESS
- 2.5 STORMWATER MANAGEMENT
  
- 3.0 LEVEL 1 FLOOR PLAN
- 3.1 LEVEL 2 FLOOR PLAN
- 3.2 LEVEL 3-5 FLOOR PLAN
- 3.3 ENLARGED UNIT PLANS
- 3.4 ENLARGED UNIT PLANS
  
- 5.0 EXTERIOR ELEVATIONS
- 5.1 EXTERIOR ELEVATIONS
- 5.2 EXTERIOR MATERIAL
- 5.3 SHADOW STUDY
- 5.4 SITE SECTION
- 5.5 SITE SECTION
- 5.6 RENDERINGS

# HARROW ROAD AFFORDABLE HOUSING

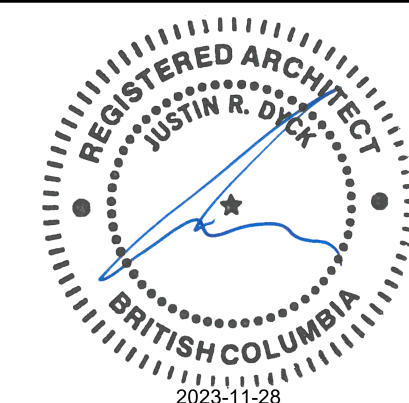
## COVER SHEET

### HARROW ROAD AFFORDABLE HOUSING

7000 HARROW ROAD, PEMBERTON

SCALE  
JOB NO. 20123

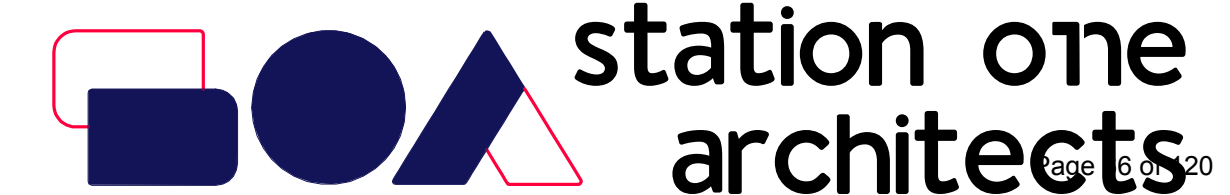
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V2S 2E2



Village of Pemberton  
Development Services  
7400 Prospect Street  
Pemberton, BC V0N2L0

**Re: Harrow Road Affordable Housing –Rezoning and Development Permit – Lot 2 District Lot 203 Lillooet District Plan KAP 56640 rezoning application for Sea to Sky Community Services Affordable Housing Project at Harrow Rd. and Pemberton Portage Rd.**

**Introduction**

This letter is to support the Rezoning, and Development Permit Applications for a new five-storey mixed-use affordable housing building, located at Lot 2 District Lot 203 Lillooet District Plan KAP56640. The property is currently zoned as Tourism Commercial (C-2) and has a Gateway land use designation within the OCP.

This affordable housing project is owned and operated by Sea To Sky Community Services (SSCS). SSCS is a charitable organization established in 1978 whose mission is to provide high quality programs throughout the Sea To Sky Corridor that enhance the lives of residents at every age and stage of life. The organization offers early childcare development and education, social supports, mental health services, and affordable housing for low to moderate earners. The organization is looking to expand its housing services to Pemberton and is pleased to present an application for a new 5-storey, 63-unit affordable rental building on the corner of Harrow Rd. and Highway 99.

The proposed building includes 9,000 square feet of commercial space on the 1<sup>st</sup> floor with residential on floors 2-5. The ground floor commercial space will consist of two market commercial units and approximately 7,000 square feet of community service space to be programmed by SSCS. The project is being funded by BC Housing's Community Housing Fund and will offer units at affordable rates that are geared to seniors, people with disabilities, and low-income individuals and families.

SSCS believes that it is critically important to involve the Pemberton community in the proposed project. In advance of this submission, the organization underwent a community engagement process which consisted of an online survey and two virtual public information sessions to solicit feedback on the draft design (see What We Heard Report attached). Specific areas of focus in the engagement included opportunities for outdoor space and amenities, ground floor commercial space uses, and overall pros and cons of the project. In total, 684 people participated in the process and the submission package outlines the ways in which their feedback has been incorporated into the design.

**Height Rationale**

The project is requesting an increase in height to allow for a 5-storey building and a change of permissible uses to allow for mixed-use affordable rental housing with commercial and community service space on the ground floor. The subject site is currently zoned as Commercial, Tourism (C-2) which allows for tourism related uses such as a hotel, gas station, or drive through business, with a maximum height of 10.5 metres (3-storeys) and FSR of 1.5. The primary driver for the proposed height increase is a Flood Construction Level (FCL) of 209.25 metres and the inability to provide residential space below the FCL. The project team explored a 4-storey option with residential on the ground floor that would provide the same number of units, however due to the FCL constraints, the site would require 2.75 metres of fill to meet the FCL, resulting in a 4-storey building that differs in height from a 5-storey building by less than 5 feet (1.5 metres). A 5-storey option allows the project to deliver 63 units of housing plus commercial and community service space with only a nominal difference in height from a 4-storey option.

**Inclusion of Ground Floor Commercial Space**

The Ground Floor Commercial Space is critical to the project and the agency's success, and will support the needs of the community. Currently SSCS Pemberton office and programming space is running over capacity; the agency has new service opportunities that are limited due to facility space. A long-term relationship with the agency's current landlord has ended and SSCS no longer receives donations or funds to cover the operating costs, which has created a future risk to programming; the proposed project provides a timely opportunity to relocate SSCS offices, services, and programs. SSCS serves a large proportion of the Pemberton population: they have served over 40% of the population of Pemberton and the numbers are increasing on average by 8% year or year – SSCS is a critical front-line function and needs to keep pace with demand for social services. The proposed project both allows the agency to meet these critical social needs and establish a secure home of supports for those who need SSCS the most.

**Supporting Analysis**

Pemberton's Age-Friendly Housing Needs Assessment conducted in 2019 identified housing gaps in the Village for vulnerable residents (Village of Pemberton, Age-Friendly Housing Needs Assessment, 2019). The report concluded that there is a need in the Village for more accessible housing to enable independent living for seniors and persons with disabilities. The Report also identified a need for market rental housing based on feedback from stakeholders that many households are struggling to secure affordable and suitable rental accommodation in the Village. In addition to the Needs Assessment, the Village conducted the Affordable Housing Options Survey in January 2021 to gauge community perceptions about changes to housing form, density, and neighbourhood character that could enhance the ability to deliver affordable housing in Pemberton (Village of Pemberton, Affordable Housing Options Survey, 2021). The results of the survey showed that 93% of respondents believe that there is either a *significant* or *very significant* lack of affordable housing in Pemberton. 72% either *definitely agree* or *somewhat agree* that the Village should consider allowing an increase from 2-storeys to 3-storeys or higher for projects that are non-market. Furthermore, 81% of respondents either *definitely agree* or *somewhat agree* that an apartment building housing type are a good fit for Pemberton to provide more housing options.

The Age-Friendly Housing Needs Assessment and the Housing Options Survey demonstrate the need for affordable Housing in the Village and, based on the survey, present general community support for introducing new forms of housing to address this demand.

**Supporting Policy**

Based on the identified need for housing, the Village developed the Age-Friendly Affordable Housing Action Plan (Village of Pemberton, Age-Friendly Affordable Housing Action Plan, 2019). The proposed project aims to address the undersupply of affordable housing as identified in the Plan and supports the Plan's four goals as outlined below.

VILLAGE OF PEMBERTON AGE-FRIENDLY AFFORDABLE HOUSING ACTION PLAN GOALS	PROJECT ALIGNMENT
1. Prioritize affordable housing	The Village is accepting and prioritizing the application for a rezoning and DP.
2. Encourage housing design to meet changing household needs and allow seniors to age-in-place.	The Project includes a diverse array of unit types to meet different household needs. This includes, 31 one-bedroom units, 24 two-bedroom units, and 8 three-bedroom units. 87% of the units are adaptable and 13% are accessible.
3. Focus on addressing housing needs for low to moderate income households	Units will be set at affordable rates set by BC Housing and eligibility will be based on household income.
4. Foster collaborative partnerships to address housing issues and related social infrastructures	SSCS is partnering with BC Housing through the Community Housing Fund and with the Village of Pemberton to make the project viable.

The Plan also identifies the housing gaps in Pemberton and outlines six population groups who are particularly affected by the housing issues in the village: low-income seniors, moderate-income seniors, low-income households, moderate-income households, persons with disabilities, and persons experiencing homelessness or at-risk of homelessness. The design of the proposed project and its rental model can accommodate the needs of all six of these vulnerable groups through the provision of fully accessible units and rental rates that target low to moderate income individuals and which are secured by covenant to ensure long-term affordability.

**Design**

The design of the project is influenced by the principles in Village of Pemberton's Official Community Plan, the results of the Housing Options Survey, and SSCS's pre-application community engagement. The site features a green buffer of trees living around the north, east, and south edges, allowing the building to blend with the surrounding nature while also shielding residents from the busy highway. The building is located on the southeast corner of the lot, providing enough space between the neighbouring houses and the building while also taking advantage of the available outdoor space for amenities and parking spaces.

With a welcoming main entrance highlighted by a large canopy, the building was designed with accessibility in mind. Tucked away on Harrow Road, the main entrance is accessible by those driving, biking, or walking. The site design also connects to the existing trail along Arn Canal and a nearby bus stop, allowing for cyclists and pedestrians to access the site from the east. The sidewalk leads to the building

entrance and public spaces, allowing for visitors and residents to approach the building as pedestrians or cyclists. The building and surrounding spaces are designed to follow Crime Prevention Through Environmental Design principles, such as the addition of large windows to allowing a connection with the outside environment while also providing an opportunity for natural surveillance of the public spaces located to the west of the building.

The building's aesthetic form is simple and functional, with facades comprised of several textures and natural tones. The colours are in harmony with local area, displaying hues of white, grey, and wood tones. Exterior wall undulation reveals an inset of wood tone both at the ground level and on the balconies. These elements combined provide a greater sense of human scale. Materials are chosen to be durable for the longevity of the project and to withstand the local climate.

Land use designation is Gateway per the Official Community Plan. Situated along Highway 99, the project presents a strong sense of arrival to Pemberton. This proposed design meets the requirements and OCP designation design criteria.

The Flood Construction Level (FCL) was determined by Frontera Geotechnical to be 209.25m for the site, while the current grade is approximately 206.0m throughout the site. The project proposes Main Building Elevation (MBE) to be 207.5m, leaving the ground floor for more public spaces and storage areas, and protecting residential units, mechanical, and electrical rooms on the second floor and above. The project is therefore requesting an exemption to allow for commercial and amenity space below the FCL. This exemption is supported by Frontera Geotechnical's Flood Hazard Report, provided that the project follows the design requirements outlined in the Report. Stormwater management is a key component in the design. Retention tanks will be installed underground to allow for proper drainage on the site. The landscape buffer to the north is a rain garden, which will also filter stormwater while also providing visual separation. The surface parking lot is designed to support the residents, users, and visitors. It allows for firetruck access and a loading dock. Snow storage is placed around the site to accommodate for heavy snowfall during the winter months.

As BC Housing is one of the main partners of this development, this design aligns with the BC Housing Design Guidelines and Construction Standards 2019. Within these standards, it is required that the location of this project must meet sustainable and energy targets of Step Code 4, BCBC. The main goals of the BC Housing standards are to incorporate longevity, durability, sustainability, and cost-effective principles into housing projects.

**Conclusion**

The project team is pleased to propose a project that will help address the housing issues identified by the Village and that will respond to the Village's Age-Friendly Affordable Housing Plan. We are therefore requesting a Rezoning to allow for the proposed use and density which is required to make the project viable.

This proposal is cohesive with the surrounding nature, providing age-friendly outdoor amenity spaces, affordable housing, offices, and commercial spaces for the community. It demonstrates that the site and landscape consider safety of the residents, respect for neighbouring properties, and stormwater management. Additionally, it interweaves the pedestrians and cyclists with site, utilizing local trails by providing stronger connection points and creating pedestrian and cyclist friendly paths.

Thank you for taking the time to review this application. Please contact us if you have any questions. We are looking forward to further engaging with the community on the project and are committed to working with the Village of Pemberton through the process.

Regards,



Justin Dyck  
Station One Architects

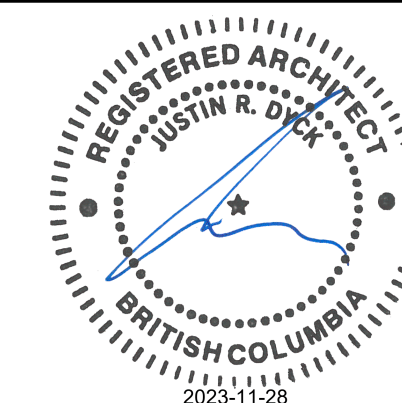
**INTRODUCTION**

**HARROW ROAD AFFORDABLE HOUSING**

7000 HARROW ROAD, PEMBERTON

SCALE 12" = 1'-0"  
JOB NO. 20123

2023.11.20

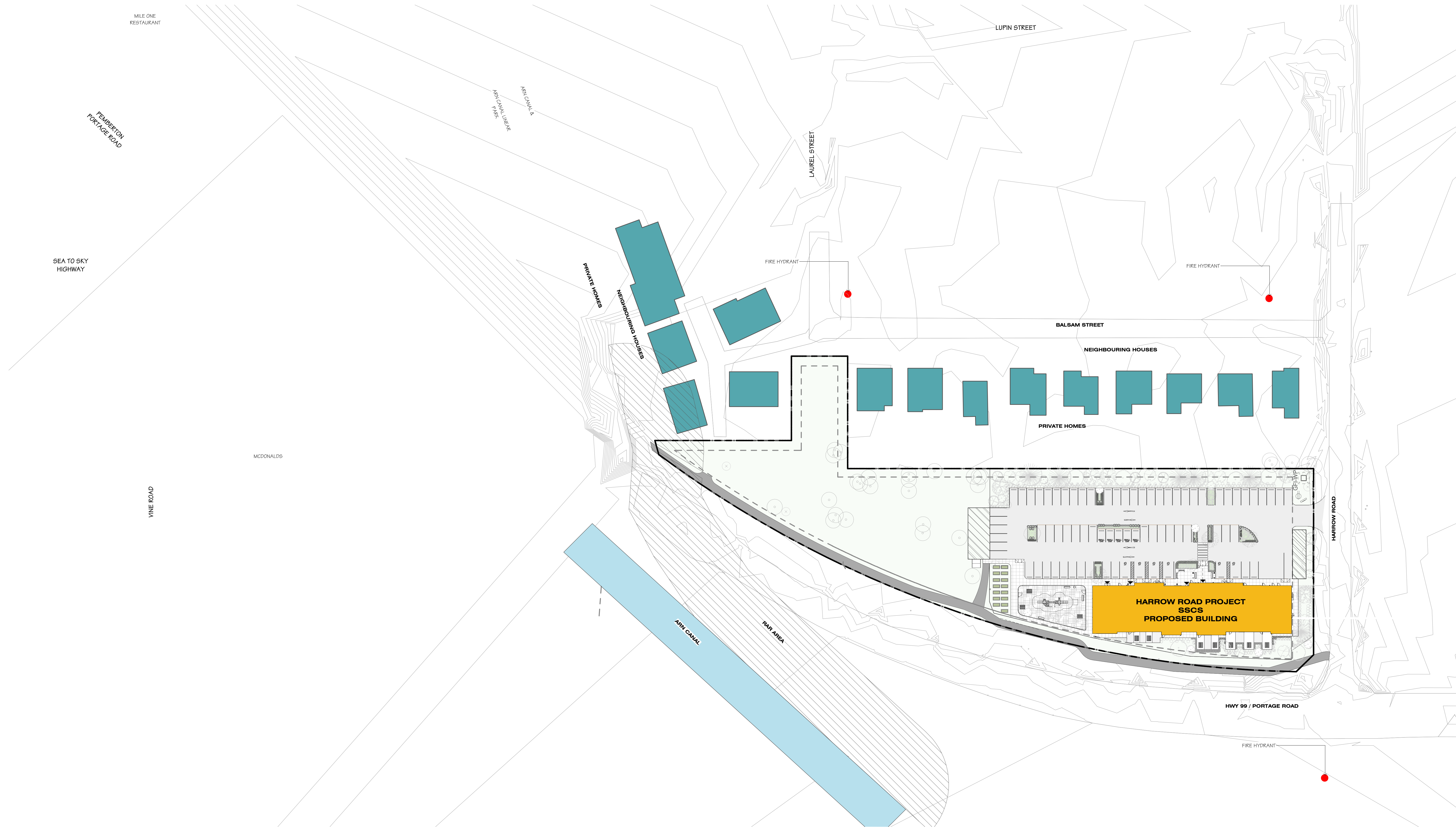


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Abbotsford  
203-2190 W. Railway St  
V2S 2E2





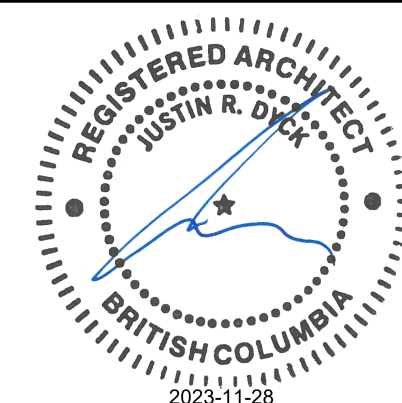
# CONTEXT MAP

## HARROW ROAD AFFORDABLE HOUSING

7000 HARROW ROAD, PEMBERTON

SCALE 1" = 50'-0"  
JOB NO. 20123

2023.11.20



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V2P 4S3

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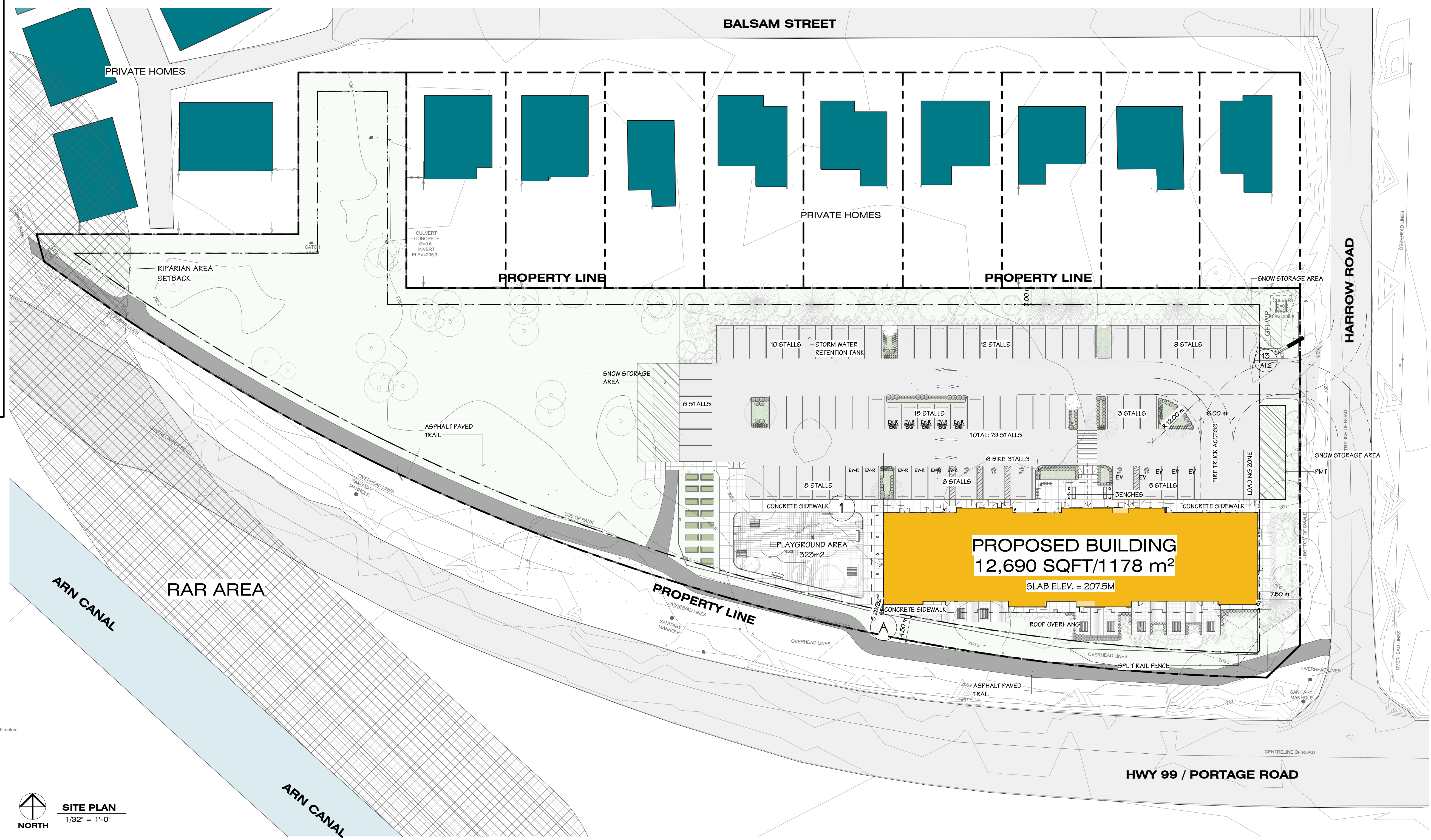


PROJECT DATA	
CIVIC ADDRESS: LEGAL DESCRIPTION:	LOT 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN KAP56640
STANDARD:	VILLAGE OF PEMBERTON
SITE AREA GROSS:	12,326M <sup>2</sup> (132,678 SQFT / 1.23 HA)

ZONING BYLAW REVIEW	
NEW ZONE:	SPECIAL ZONE
15.2) ZONE INTENT SPECIAL ZONE	
15.2.5) LOT SIZE REGULATIONS	
PROPOSED:	12,326M <sup>2</sup> (132,678 SQFT)
15.2.6) BUILDING REGULATIONS:	
PROPOSED:	9.8%
MINIMUM SETBACKS:	
FLL PROPOSED:	7.5M
ELL PROPOSED:	4.5M
ILL PROPOSED:	4.1M
RLL PROPOSED:	N/A
PROPOSED BUILDING HEIGHT:	19 M
OFF-STREET PARKING BYLAW REVIEW - SECTION 8 - PARKING REQUIREMENTS:	
STANDARD STALLS:	
TOTAL PROPOSED:	.75 STALLS PER 1BED AFFORDABLE MARKET RENTAL DU X 9 DU = 7 STALLS 1.4 STALLS PER 2BED AFFORDABLE MARKET RENTAL DU X 7 DU = 10 STALLS 1.75 STALLS PER 3BED AFFORDABLE MARKET RENTAL DU X 2 DU = 4 STALLS
	.5 STALLS PER 1BED RENT GEARED TO INCOME DU X 16 DU = 8 STALLS 1.1 STALLS PER 2BED RENT GEARED TO INCOME DU X 12 DU = 13 STALLS 1.2 STALLS PER 3BED RENT GEARED TO INCOME DU X 4 DU = 5 STALLS
	0 STALLS PER 1BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS 0 STALLS PER 2BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS 0 STALLS PER 3BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS
TOTAL PROPOSED:	47 STALLS
TOTAL PROVIDED:	51 STALLS
VISITOR PARKING STALLS:	
TOTAL PROPOSED:	0.06 STALLS PER DU X 63 DU = 4 STALLS
TOTAL PROVIDED:	4 STALLS (TO BE SHARED WITH COMMERCIAL)
NEIGHBOURHOOD COMMERCIAL USE PARKING STALLS:	
TOTAL PROPOSED:	0.027 STALLS PER 1M <sup>2</sup> X 714 M <sup>2</sup> OF SSSS PROGRAMMING SPACE = 19 STALLS
TOTAL PROVIDED:	0.0357 STALLS PER 1M <sup>2</sup> X 129 M <sup>2</sup> OF MARKET COMMERCIAL RETAIL = 5 STALLS
TOTAL PARKING PROVIDED:	79 STALLS
DISABILITY PARKING STALLS REQUIRED:	
TOTAL REQUIRED:	51-80 REQUIRED PARKING STALLS: 3 PARKING STALLS
TOTAL PROVIDED:	6 STALLS
PARKING SPACE SIZE:	
REQUIRED WIDTH:	3.05M
REQUIRED WIDTH (ACC):	4.0M
REQUIRED LENGTH:	6.10M
REQUIRED SMALL VEHICLE LENGTH:	4.6M
DRIVE AISLE WIDTH:	6.4M
8.11) SMALL VEHICLE PARKING:	(b) 33% OF REQUIRED PARKING REDUCED TO 4.6M IN LENGTH
8.7)	(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
8.1)	(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. 75 STALLS X 20% = 15 BICYCLE PARKING 60 INDOOR AND 6 OUTDOOR BICYCLE STALLS PROVIDED.

UNIT SYNOPSIS								
UNIT TYPE	BEDROOMS	2nd FLOOR	3rd FLOOR	4th FLOOR	5th FLOOR	TOTAL	AREA	
A	1 BED (ADAP)	4	4	4	4	16	538 SF	50 m <sup>2</sup>
B	1 BED (ADAP)	0	1	1	1	3	552 SF	51 m <sup>2</sup>
C	1 BED (ADAP)	1	1	1	1	4	569 SF	53 m <sup>2</sup>
D	1 BED (ACC)	2	2	2	2	8	581 SF	54 m <sup>2</sup>
E	2 BED (ADAP)	2	2	2	2	8	757 SF	70 m <sup>2</sup>
F	2 BED (ADAP)	1	1	1	1	4	760 SF	71 m <sup>2</sup>
G	2 BED (ADAP)	2	2	2	2	8	755 SF	70 m <sup>2</sup>
H	2 BED (ADAP)	1	1	1	1	4	752 SF	67 m <sup>2</sup>
K	3 BED (ADAP)	2	2	2	2	8	914 SF	85 m <sup>2</sup>
TOTAL						63		
ADAP = ADAPTABLE UNITS		% OF TOTAL ADAPTABLE UNITS = 87%						
ACC = ACCESSIBLE UNITS		% OF TOTAL ACCESSIBLE UNITS = 13%						

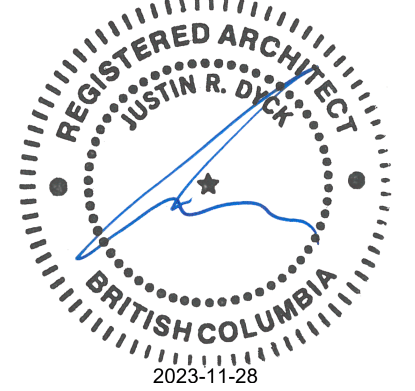
SITE SYMBOL LEGEND				
1	GRID REFERENCE	HB	MISC. SYMBOLS	PATTERNED AREAS
Room name	ROOM MARKER	HOBE BIB		NEW PARKING AREA
101	ROOM NAME	RWL	RAIN WATER LEADER	NEW ASPHALT TRAIL
101	ROOM NUMBER	GB	GAS BIB	EXISTING ROADS
10	SECTION MARKER	EV-R	EV ROUGH-IN	PROPOSED BUILDING
101	SECTION NUMBER	C.B.	CATCH BASIN. SEE CIVIL	NEIGHBOURING BUILDINGS
101	SHEET NUMBER	L.D.	LAWN DRAIN. SEE CIVIL	PLAYGROUND
00	DETAIL MARKER	LT	LIGHT FIXTURE. SEE ELECTRICAL	SNOW STORAGE AREA
00	DETAIL NUMBER			RIPARIAN AREA SETBACK
00	SHEET NUMBER			NEW SIDEWALK
---	PROPERTY LINE			
---	SETBACK LINE			
		X-X	FENCE	



**SITE PLAN**  
1/32" = 1'-0"

**SITE PLAN**  
**HARROW ROAD AFFORDABLE HOUSING**  
7000 HARROW ROAD, PEMBERTON

SCALE As indicated  
JOB NO. 20123  
2023.11.20



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# SUMMARY - WHAT WE HEARD

WHAT WE HEARD	RESPONSE	REF. PAGE
Concerns about there being sufficient parking for future residents and visitors and the possibility of overflow parking in the neighbourhood.	An independent traffic engineer has provided a parking recommendation specific to the building use and tenure. The recommendation takes into consideration the proximity of the building to amenities and the target population for the units. The project is providing 4 more stalls than the engineer's recommendation.  SSCS also offers the Better at Home program for seniors and those with disabilities who cannot drive. The program provides transportation to attend appointments, pick up meds and groceries.  Additionally, commercial stalls will be shared with visitors in an effort to keep parked cars off the streets.	2.3
Concerns about visual overlook from the building to the single-family homes on Balsam.	The building and parking lot have been shifted to the south and the landscaped buffer along the north edge of the site has been expanded.	2.2
Concerns around stormwater mitigation and the risk of flooding in the Glen posed by the building.	The civil engineer has recommended a stormwater retention design which will capture stormwater on site and help redirect runoff from entering neighbouring properties or into an overwhelmed city drainage system in a heavy rain event.	2.5
Concerns about the safety of pedestrians in accessing the town centre from the building as there are not extensive transit options in Pemberton.	The project is proposing an off-site path along Hwy 99 for pedestrians and cyclists that aligns with the Village's future transportation infrastructure plans.	1.0 SITE PLAN
Concerns about the safety of children due to proximity to the Highway.	A fence will be installed around the building to provide a barrier from the building to the Highway.	2.2
Concerns about fire truck access.	The parking lot is designed to accommodate fire truck access and exit as per BC Building Code.	2.4
Pemberton's tallest building is 4 storeys, why does this building have to be 5 storeys?	A residential building with 4 storeys would have to be built up higher with 2.75 metres of soil in order to meet the flood construction level. By incorporating commercial space on the ground floor, it acts as a flood buffer, and the residential portion can be elevated above the flood construction level without large amounts of soil. This means that a 5 storey mixed-use building is only 4'-9" (1.4m) taller than a 4storey residential building.	2.1
The building footprint should be spread out so that it's shorter in height.	By building up instead of wide, we will provide ample outdoor space for residents and ensure construction and operating costs are manageable and sustainable. Building up also means we can maximize the number of affordable housing units we are proposing; this is a unique opportunity for a small community to add much needed affordable rentals. Currently there are only 30 non-market rental units in all of Pemberton, this project will more than triple the number of affordable rentals available to families, seniors and people with disabilities.	1.0 SITE PLAN 2.2 3.0-3.2 FLOOR PLANS
This location is so far from the town centre, why build it here?	SSCS and the Village of Pemberton worked hard to find a site that is convenient and financially and operationally feasible. Due to a lack of municipal land, the partners worked together to assess private properties for sale. The property was chosen based on lot size, location, and cost. The proposed site is within a 10 minute walk (800 metres) of the elementary school, community centre, and commercial and retail services, and will be well connected by a multi-use path. SSCS programs offer some transportation services and as a social service agency will advocate for local and regional transit services	0.2 CONTEXT MAP
Buildings in the flood plain have to mitigate against flood hazards. Why is commercial allowed on the ground floor?	A flood hazard assessment has been conducted by a qualified professional recommending that commercial (non-habitable) space on the ground floor will be safe if proper design measures are taken, including: all mechanical and electrical systems are located on the second or higher storey and foundation construction meets the minimum required level, among others. The building design has incorporated all recommendations and will be applying for an exemption for the commercial space based on this professional report.	2.1 3.0-3.2 FLOOR PLANS
Why is it important for SSCS to relocate their space here?	SSCS's relationship with a long-term landlord and donor ended in 2021, and the future of the agency's existing lease is insecure. In addition, Pemberton and Area is rapidly growing and demand for social services is increasing by over 8% year over year. There is a need to expand our existing service space in order to meet the community's growing demand.	3.0-3.2 FLOOR PLANS
Desire for a community garden on the site. (53% of survey respondents identified a Community Garden as a moderate to high priority for the development).	The project is providing a community garden for residents to the west of the building.	2.2
Desire for green space (74% of survey respondents indicated that green space is a high priority or very high priority for the development).	The landscape design includes a green buffer on the north edge of the site and a green space to the south of the building to soften the edge between the highway and the residences.	2.2
Desire for child care space (60% of survey respondents identified child care as a high priority or very high priority for the development).	While the program for the ground floor community space has not yet been determined, the project is requesting child care as a permitted use in the rezoning.	1.0 SITE PLAN 3.0 LEVEL 1 FLOOR PLAN
Desire for a Playground (43% of survey respondents identified a playground as a high priority or very high priority for the development).	The design includes a children's playground to the west of the building.	2.2



## SUMMARY - WHAT WE HEARD

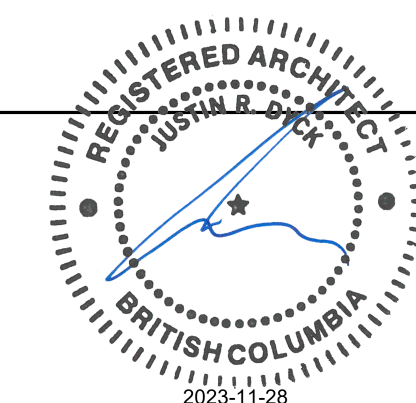
### HARROW ROAD AFFORDABLE HOUSING

7000 HARROW ROAD, PEMBERTON

SCALE 1/2" = 1'-0"

JOB NO. 20123

2023.11.20

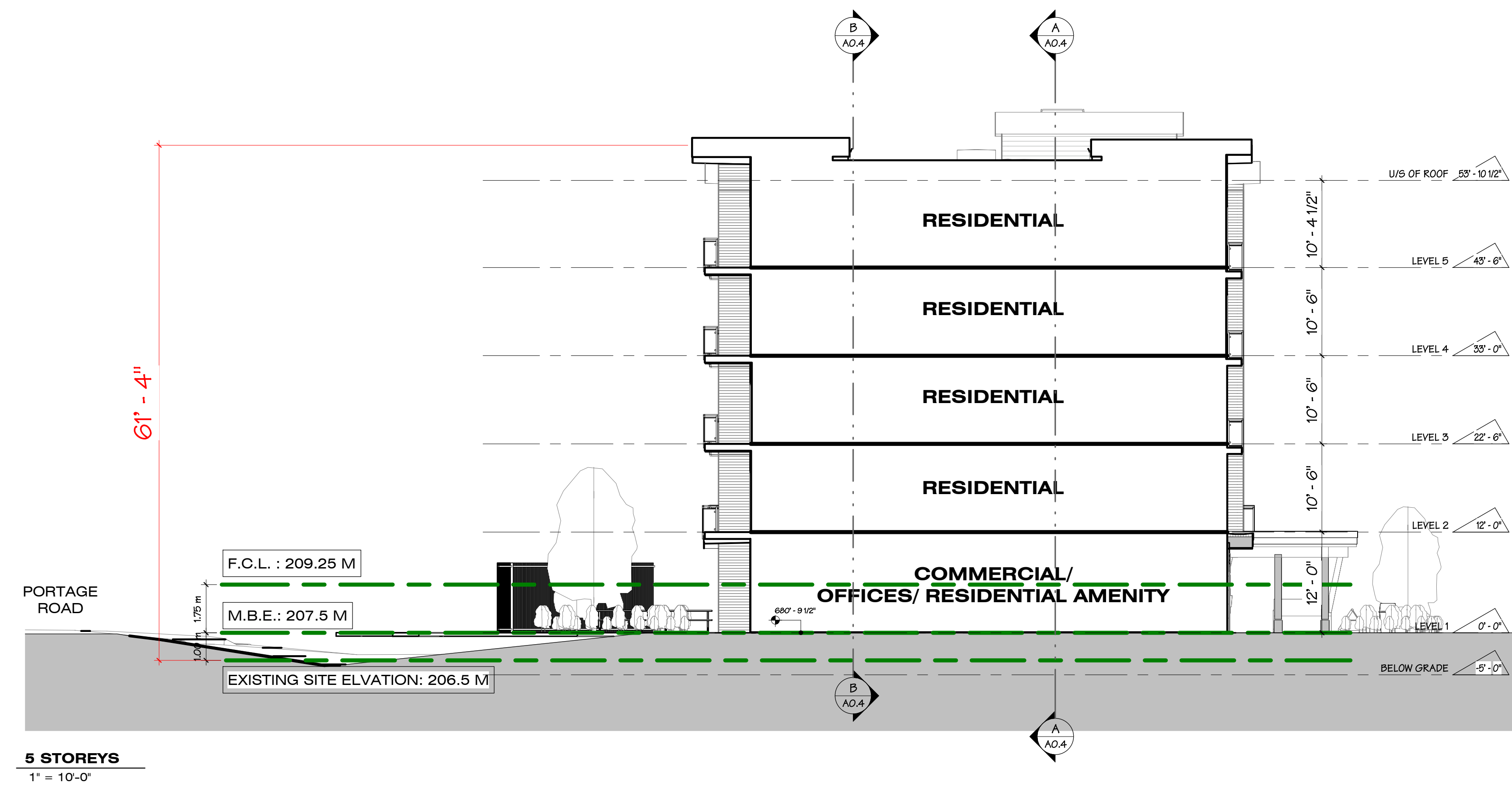
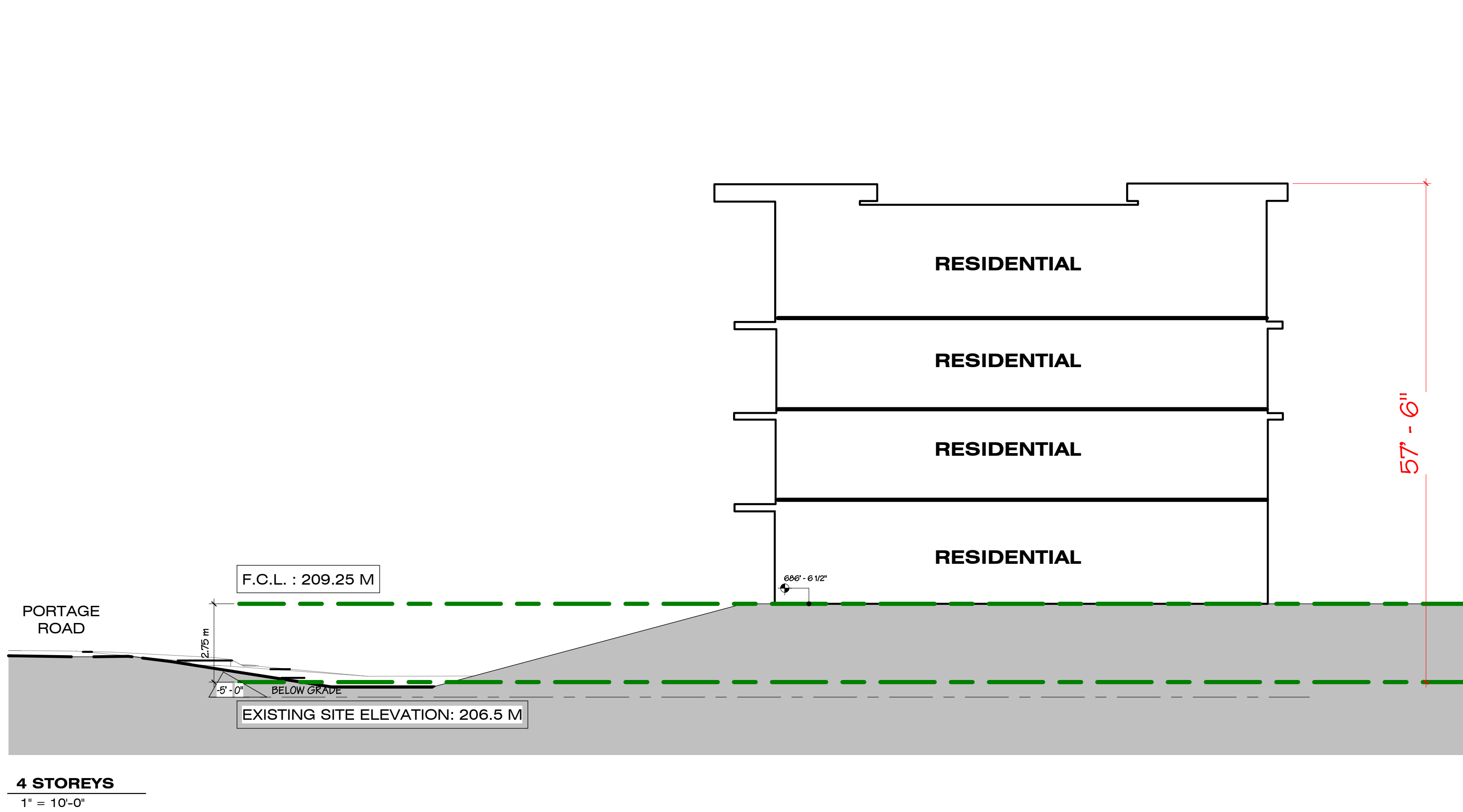


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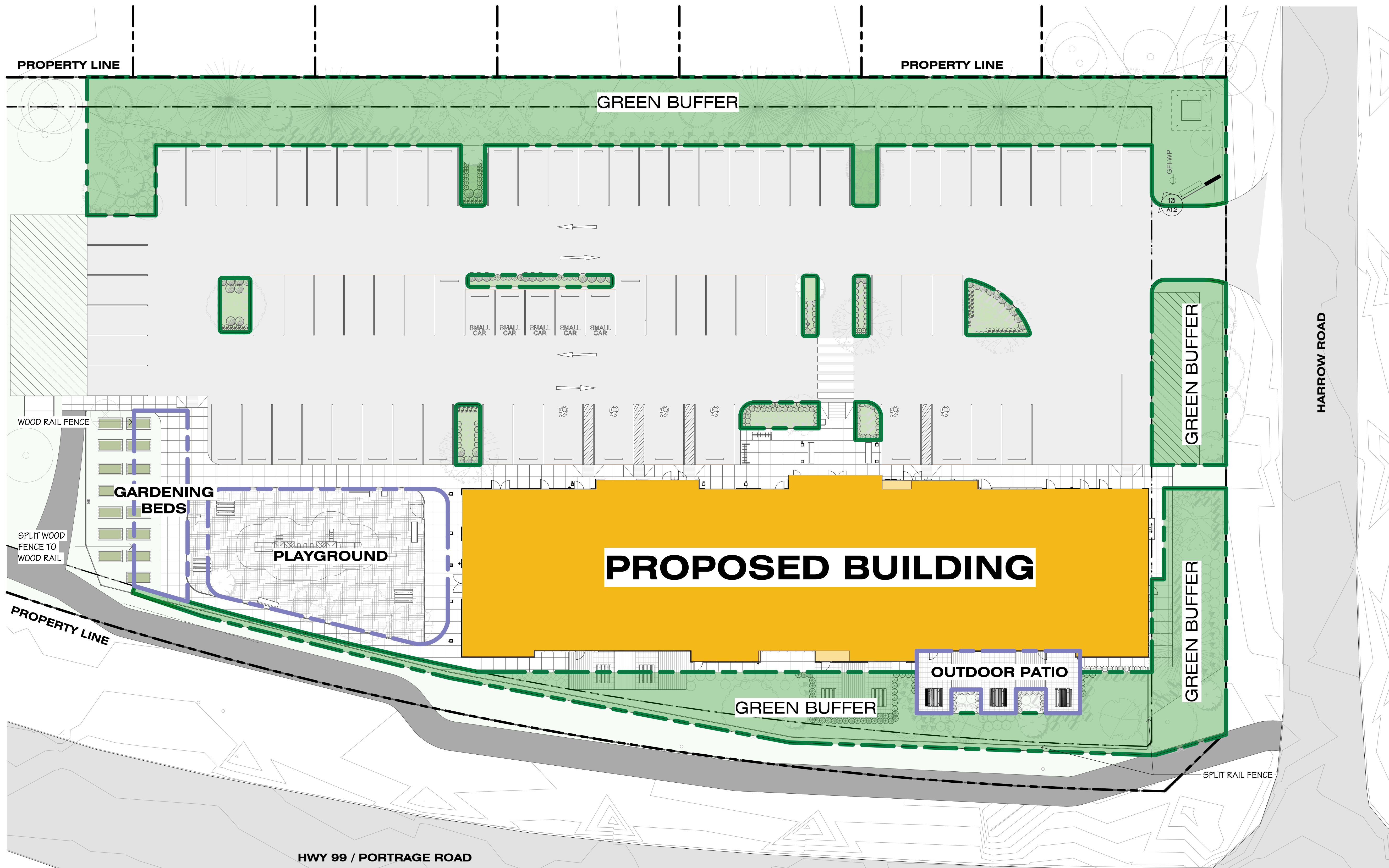
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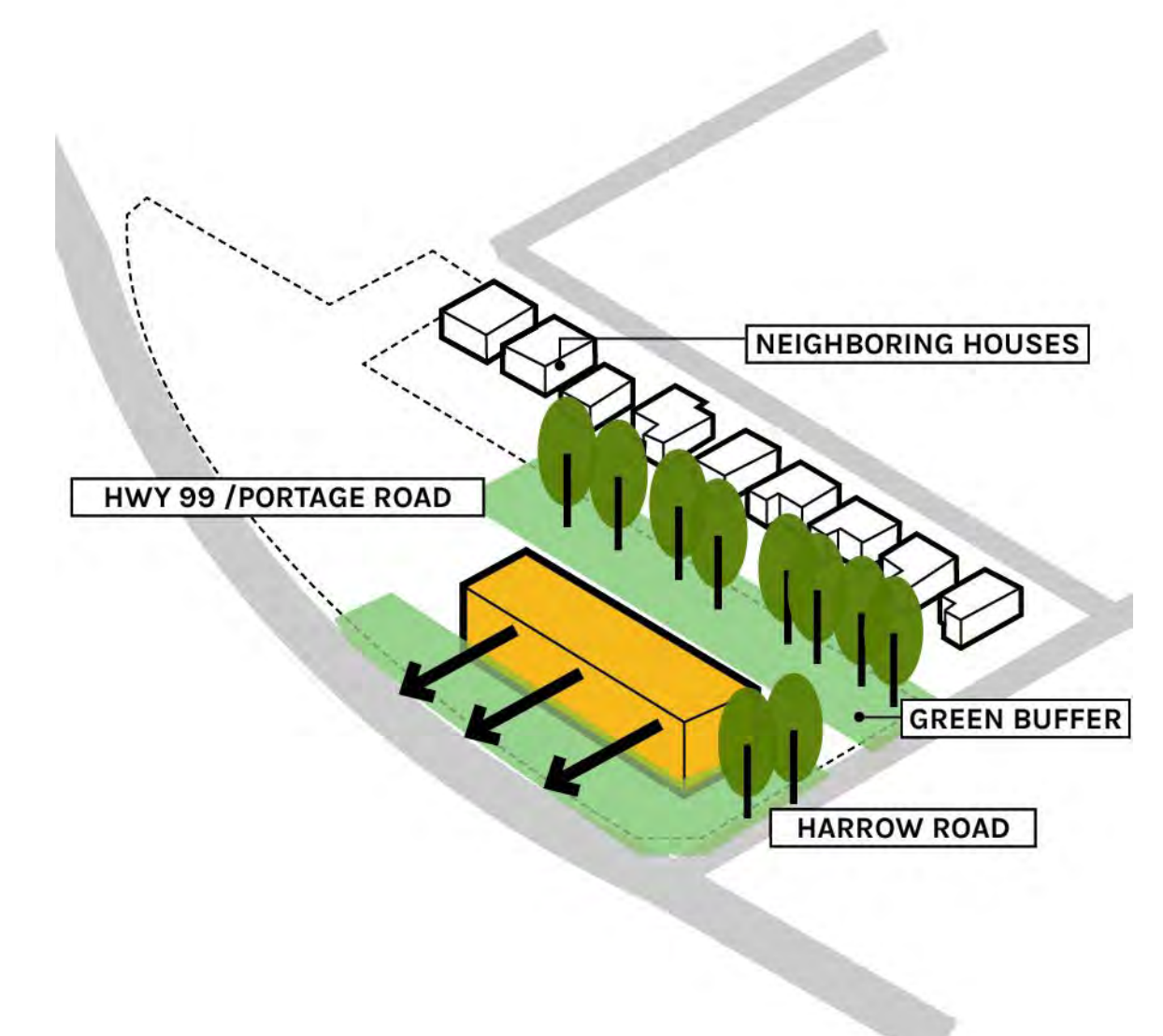
# WHAT WE HEARD: WHY NOT A 4-STOREY BUILDING? DIFFERENCE BETWEEN TOTAL BUILDING HEIGHT IS 4'-9".



# WHAT WE HEARD: CONCERNS REGARDING SEPARATION BETWEEN NEIGHBOURHOOD, HWY, AND SITE



LINETYPE LEGEND	
	GREEN BUFFER
	OUTDOOR AMENITIES
	PROPERTY LINE
	SETBACK



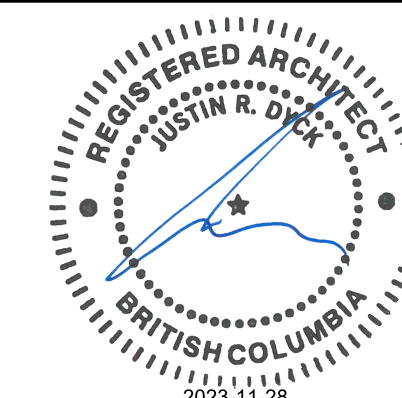
## GREEN BUFFER & PUBLIC SPACE

### HARROW ROAD AFFORDABLE HOUSING

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SCALE As indicated  
JOB NO. 20123

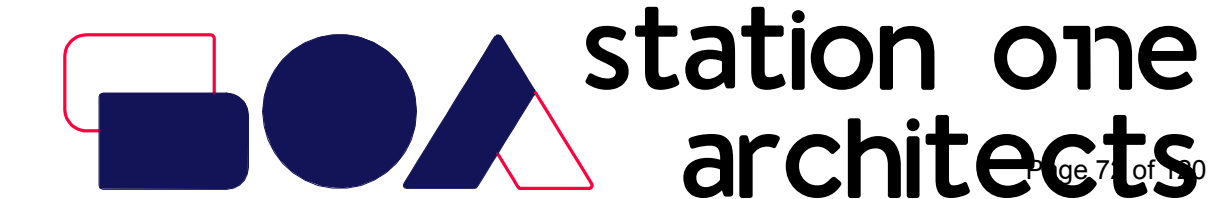
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# WHAT WE HEARD: CONCERNS REGARDING PARKING

AN INDEPENDENT TRAFFIC ENGINEER HAS PROVIDED A PARKING RECOMMENDATION SPECIFIC TO THE BUILDING USE AND TENURE. THE RECOMMENDATION TAKES INTO CONSIDERATION THE PROXIMITY OF THE BUILDING TO AMENITIES AND THE TARGET POPULATION FOR THE UNITS. THE PROJECT IS PROVIDING 3 MORE STALLS THAN THE ENGINEER'S RECOMMENDATION.

SSCS ALSO OFFERS THE BETTER AT HOME PROGRAM FOR SENIORS AND THOSE WITH DISABILITIES WHO CANNOT DRIVE. THE PROGRAM PROVIDES TRANSPORTATION TO ATTEND APPOINTMENTS, PICK UP MEDS AND GROCERIES.

THE FOLLOWING IS A BREAKDOWN OF PARKING STALLS:

## OFF-STREET PARKING BYLAW REVIEW - SECTION 8 - PARKING REQUIREMENTS:

### STANDARD STALLS:

#### TOTAL PROPOSED:

.75 STALLS PER 1BED AFFORDABLE MARKET RENTAL DU X 9 DU = 7 STALLS  
 1.4 STALLS PER 2BED AFFORDABLE MARKET RENTAL DU X 7 DU = 10 STALLS  
 1.75 STALLS PER 3BED AFFODABLE MARKET RENTAL DU X 2 DU = 4 STALLS

.5 STALLS PER 1BED RENT GEARED TO INCOME DU X 16 DU = 8 STALLS  
 1.1 STALLS PER 2BED RENT GEARED TO INCOME DU X 12 DU = 13 STALLS  
 1.2 STALLS PER 3BED RENT GEARED TO INCOME DU X 4 DU = 5 STALLS

0 STALLS PER 1BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS  
 0 STALLS PER 2BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS  
 0 STALLS PER 3BED DEEP SUBSIDY/SHELTER DU X 16 DU = 0 STALLS

#### TOTAL PROPOSED:

47 STALLS

#### TOTAL PROVIDED:

**51 STALLS**

### VISITOR PARKING STALLS:

#### TOTAL PROPOSED:

0.06 STALLS PER DU X 63 DU = 4 STALLS

#### TOTAL PROVIDED:

**4 STALLS (TO BE SHARED WITH COMMERCIAL)**

### NEIGHBOURHOOD COMMERCIAL USE PARKING STALLS:

#### TOTAL PROPOSED:

0.027 STALLS PER 1M2 X 714 M2 OF SSCS PROGRAMMING SPACE = 19 STALLS

#### TOTAL PROVIDED:

0.0357 STALLS PER 1M2 X 129 M2 OF MARKET COMMERCIAL RETAIL = 5 STALLS

#### TOTAL PARKING PROVIDED:

**79 STALLS**

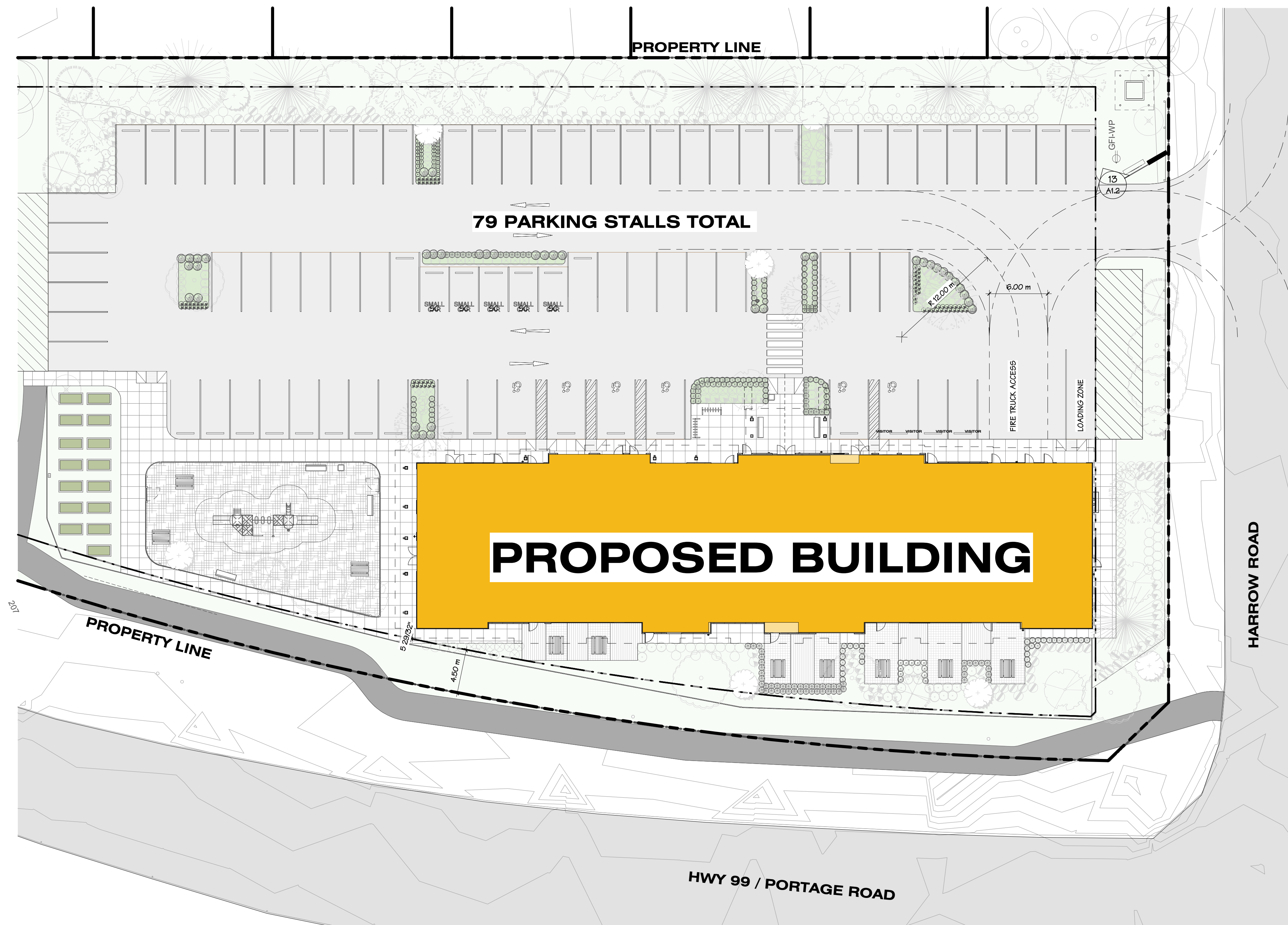
### SMALL CAR PARKING STALLS:

#### TOTAL ALLOWED:

.33 SMALL CAR STALLS PER 1 REGULAR PARKING STALL X 79 STALLS = 26 STALLS

#### TOTAL PROVIDED:

**5 STALLS**



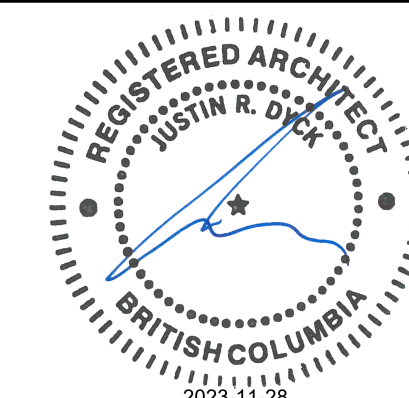
## PARKING

### HARROW ROAD AFFORDABLE HOUSING

7000 HARROW ROAD, PEMBERTON

SCALE 3/64" = 1'-0"  
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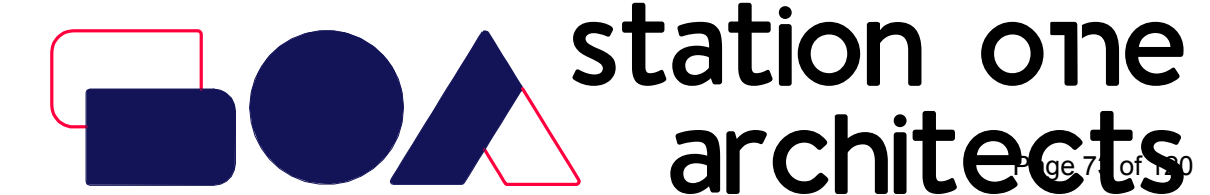
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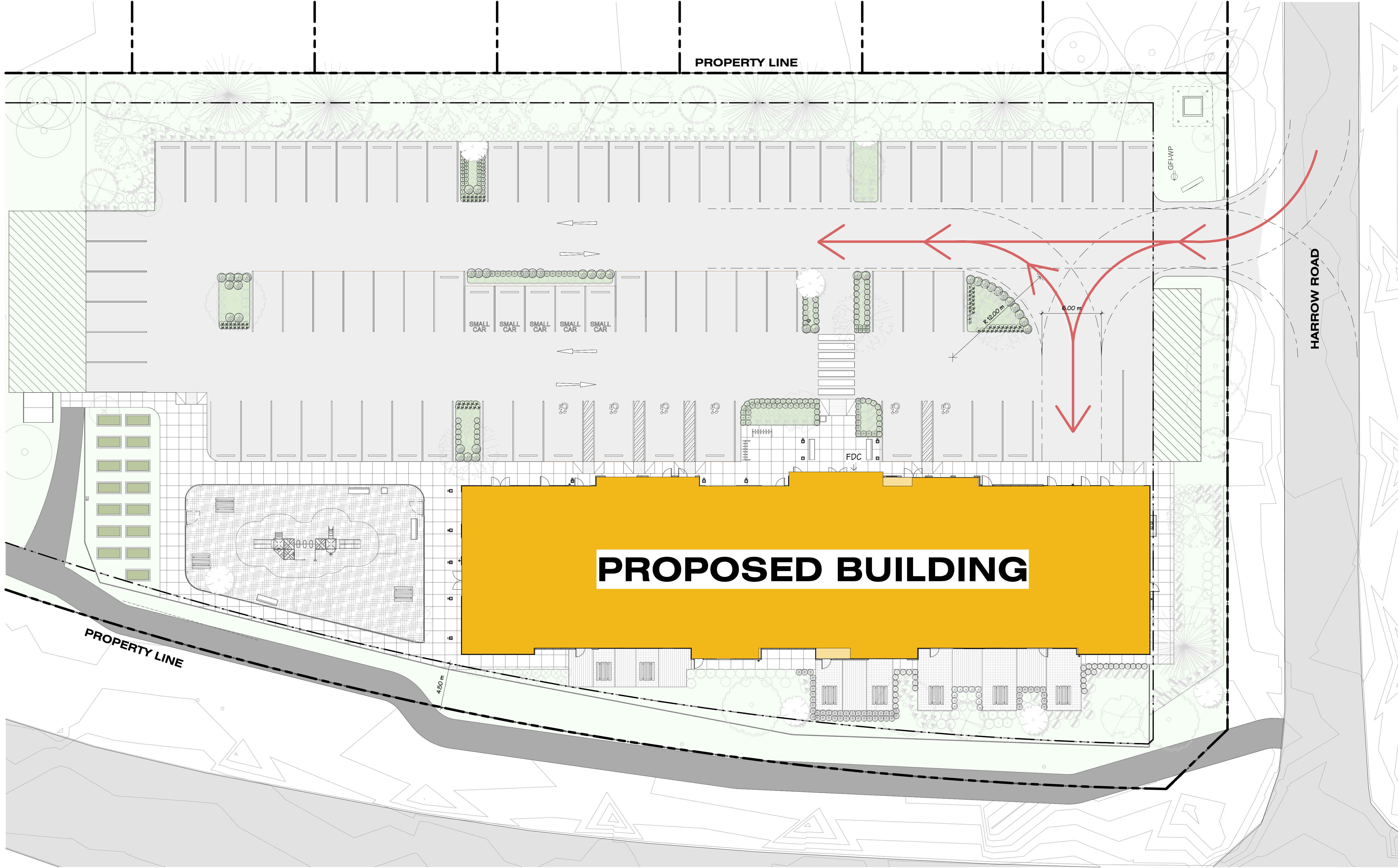
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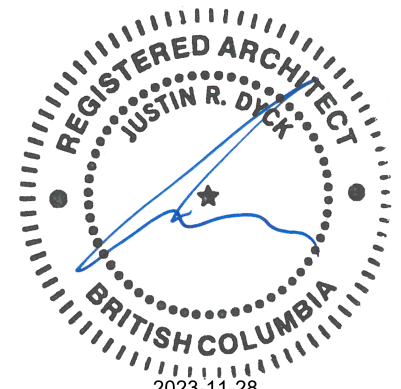
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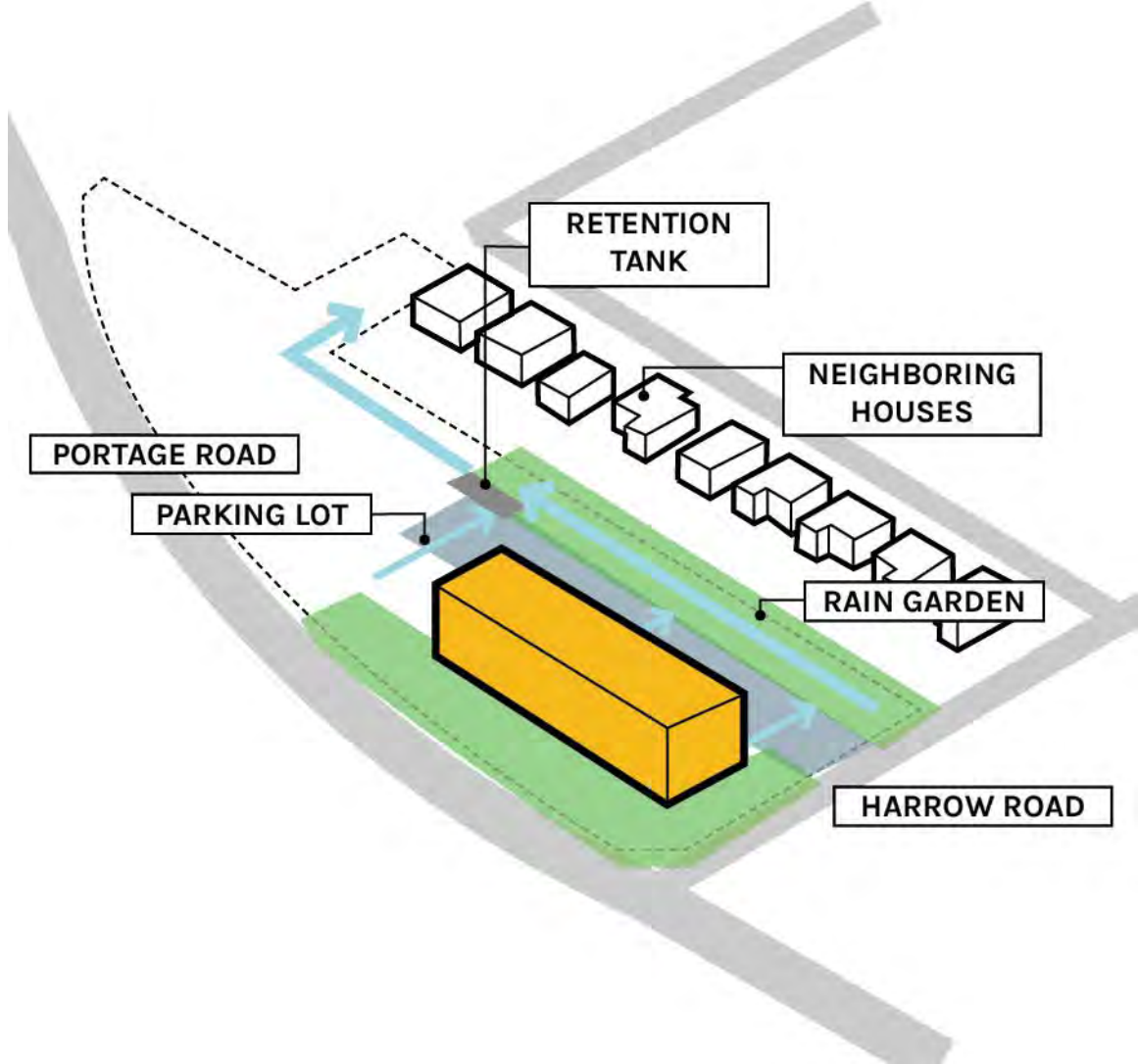
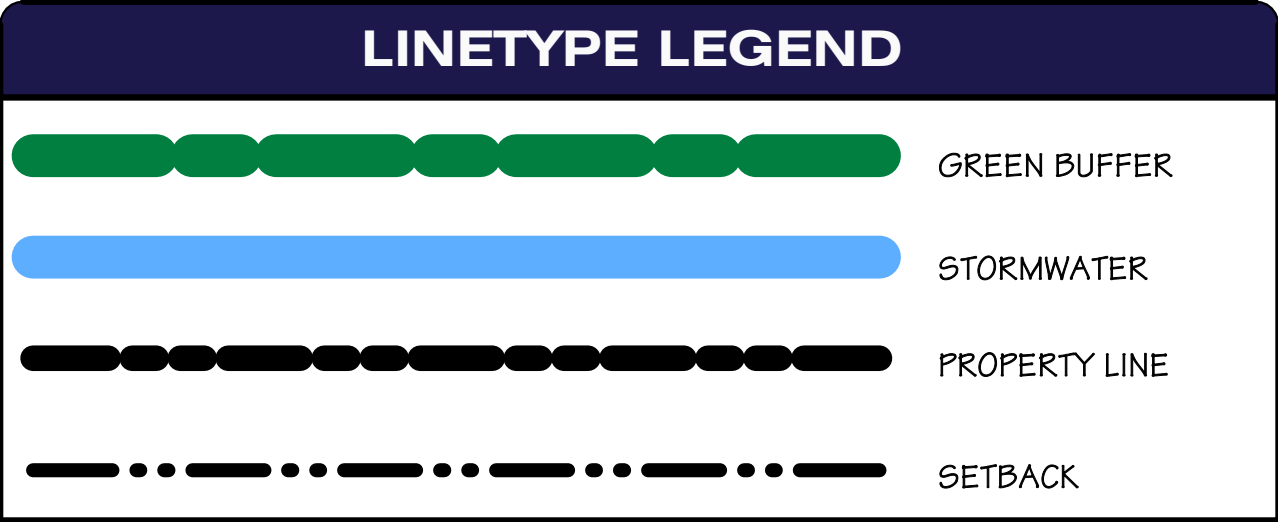
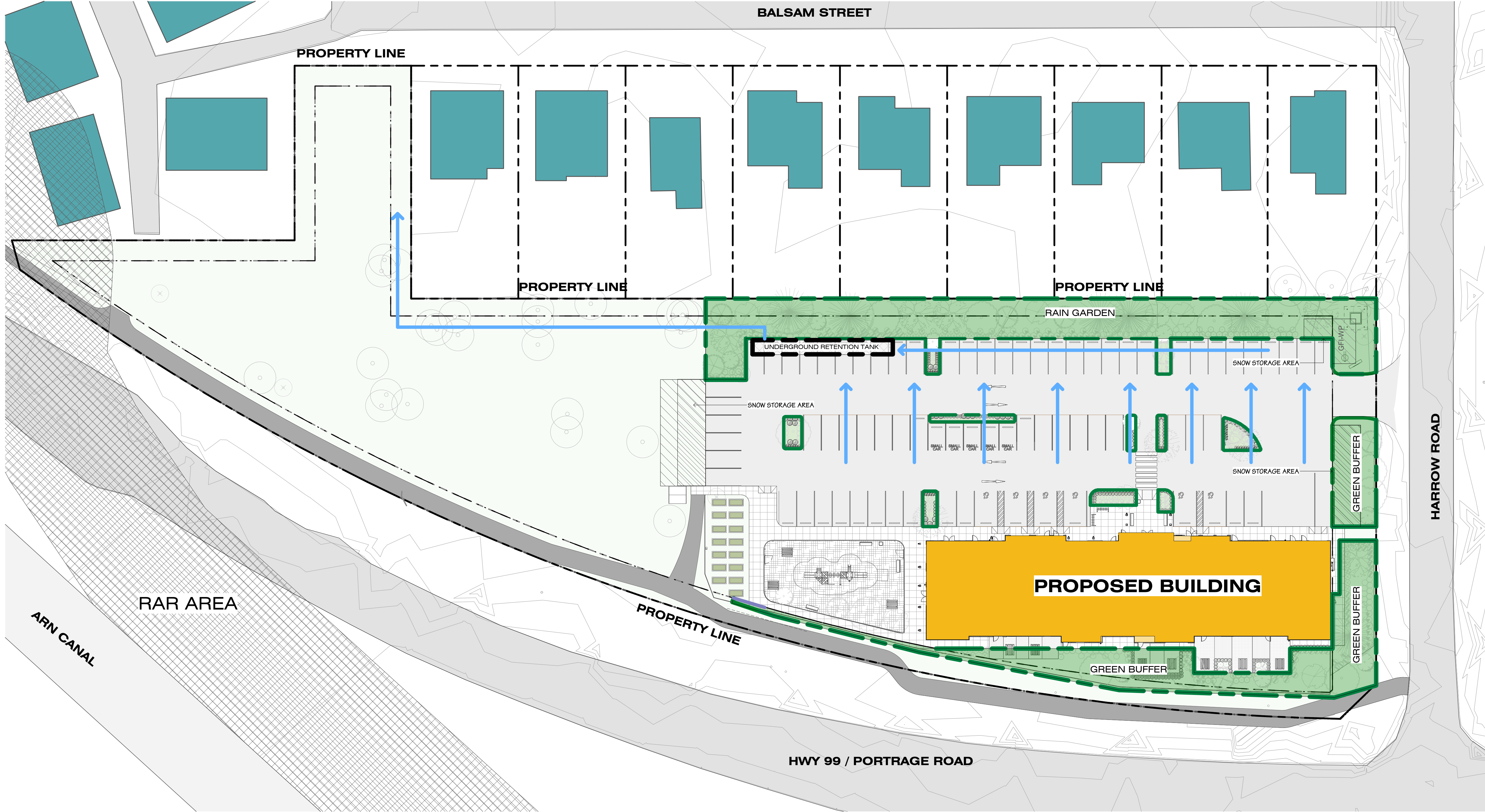
# WHAT WE HEARD: WILL FIRE TRUCKS BE ABLE TO ACCESS THE BUILDING?



THE FOLLOWING DEMONSTRATES THAT PARKING LOT DESIGN IS SUFFICIENT FOR FIRE TRUCK ACCESS.



# WHAT WE HEARD: STORMWATER MANAGEMENT



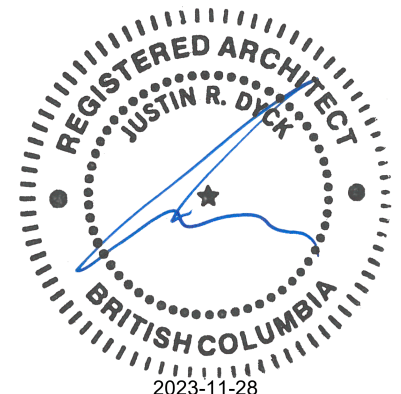
## STORMWATER MANAGEMENT

### HARROW ROAD AFFORDABLE HOUSING

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**FUNCTIONAL LEGEND ZONE**

- RESIDENTIAL
- MARKET COMMERCIAL
- SHARED
- SSCS PROGRAMMING & COMMUNITY AMENITY
- SERVICES

**SYMBOL LEGEND**

- 1 GRID REFERENCE
- ROOM MARKER ROOM NAME



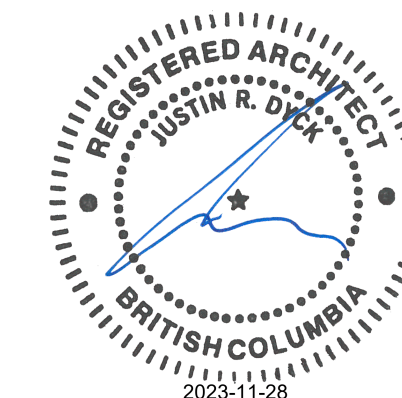
**LEVEL 1 FLOOR PLAN**

**HARROW ROAD AFFORDABLE HOUSING**

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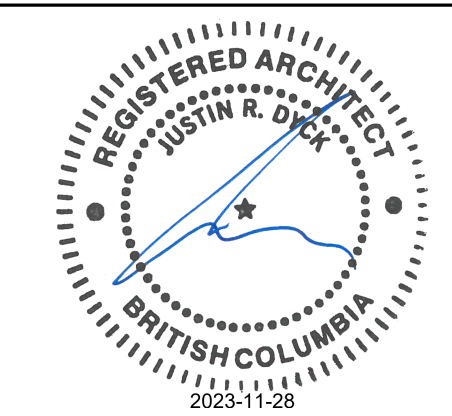
SYMBOL LEGEND	
①	GRID REFERENCE
□	ROOM MARKER
ROOM NAME	ROOM NAME

FUNCTIONAL LEGEND ZONE	
Red	RESIDENTIAL
Light Green	1-BEDROOM ACC.
Light Blue	1-BEDROOM
Medium Blue	2-BEDROOM
Dark Blue	3-BEDROOM
Grey	CIRCULATION
Light Cyan	SERVICES



**LEVEL 2 FLOOR PLAN**  
**HARROW ROAD AFFORDABLE HOUSING**  
 7000 HARROW ROAD, PEMBERTON

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FUNCTIONAL LEGEND ZONE

- RESIDENTIAL
- 1-BEDROOM ACC.
- 1-BEDROOM
- 2-BEDROOM
- 3-BEDROOM
- CIRCULATION
- SERVICES

SYMBOL LEGEND

- 1 GRID REFERENCE
- ROOM MARKER
- ROOM NAME ROOM NAME



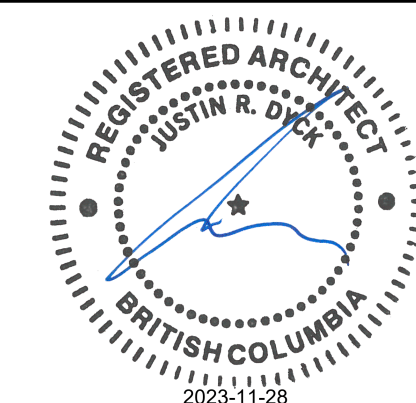
**LEVEL 3-5 FLOOR PLAN**

**HARROW ROAD AFFORDABLE HOUSING**

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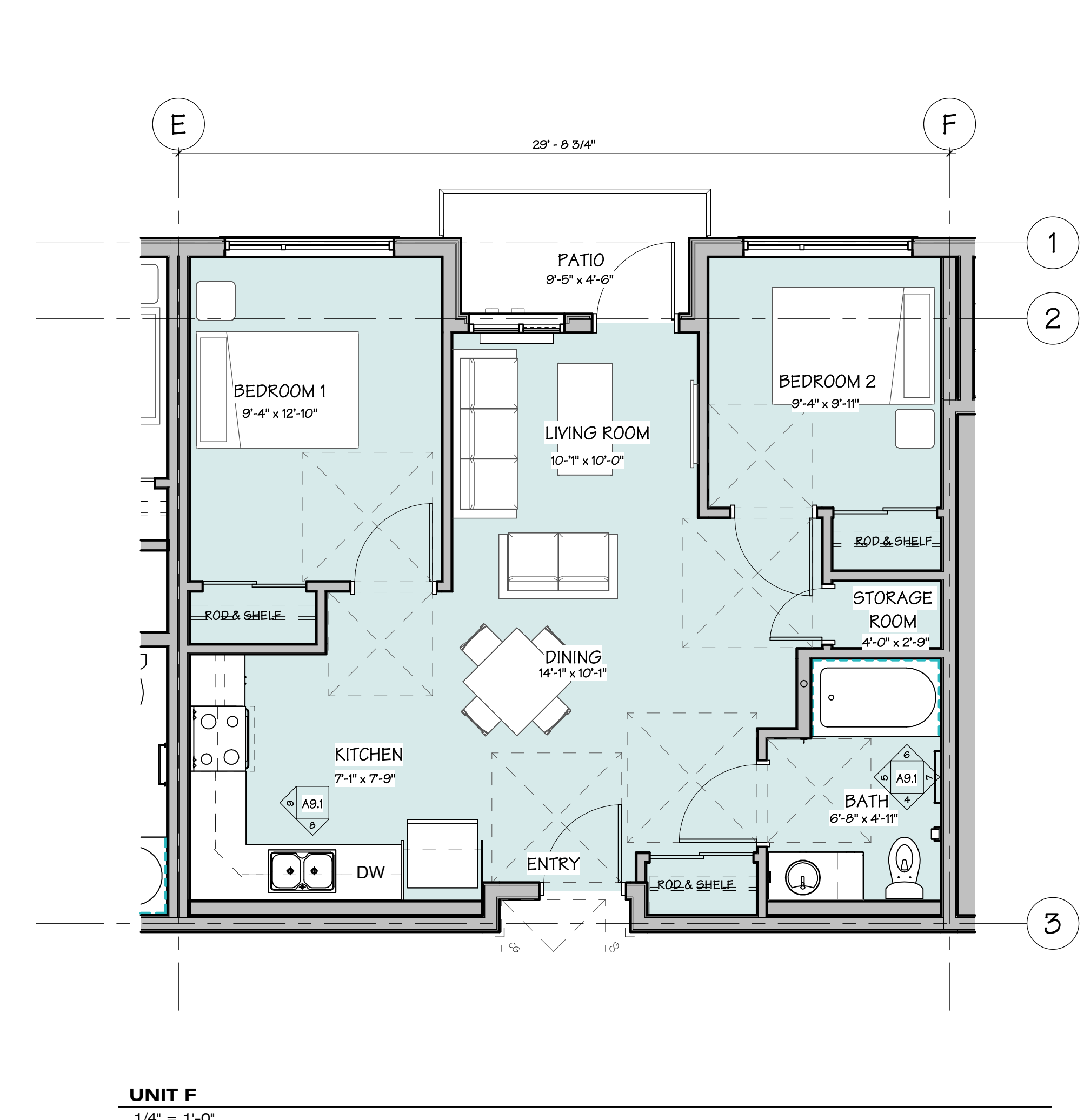
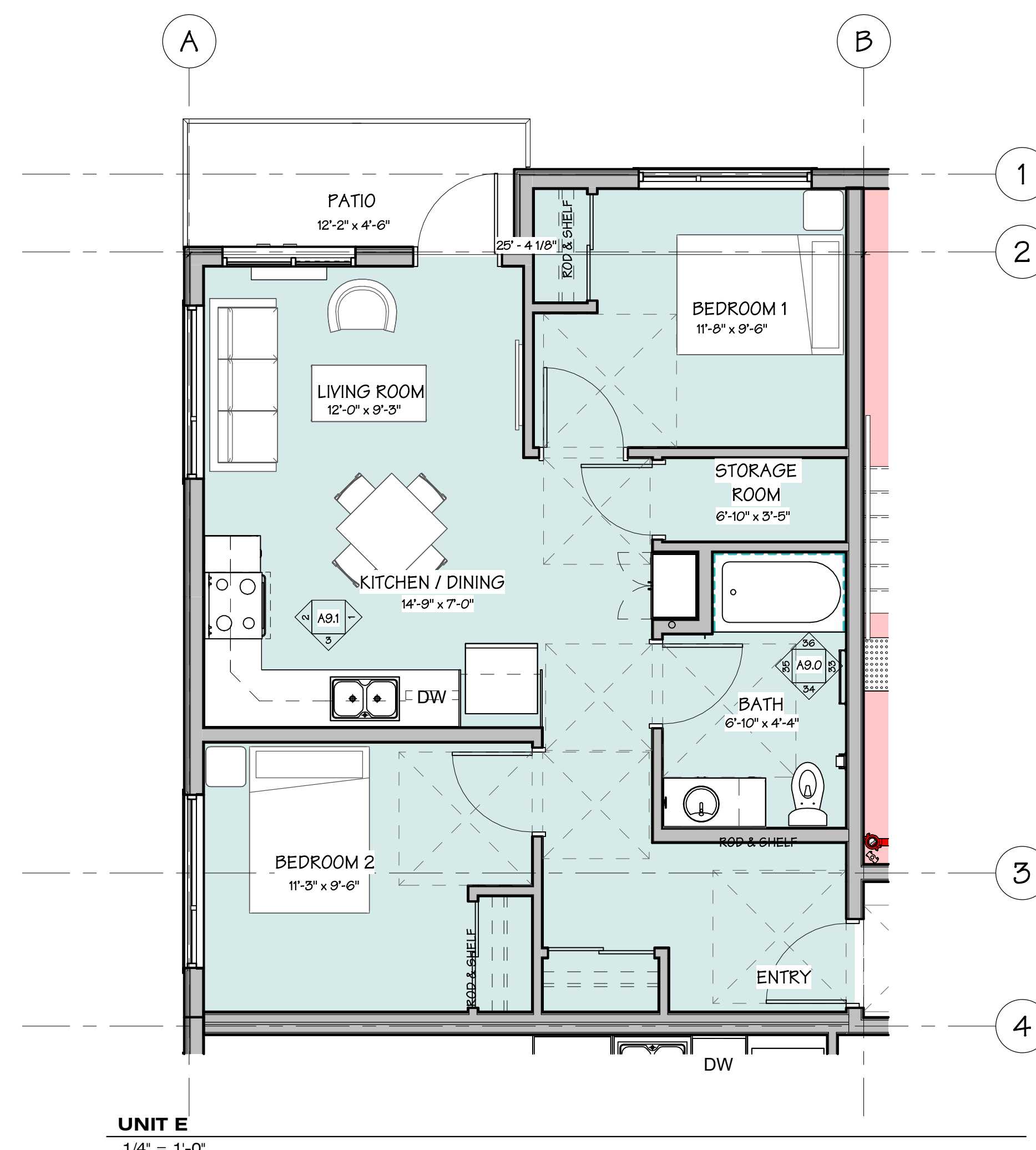
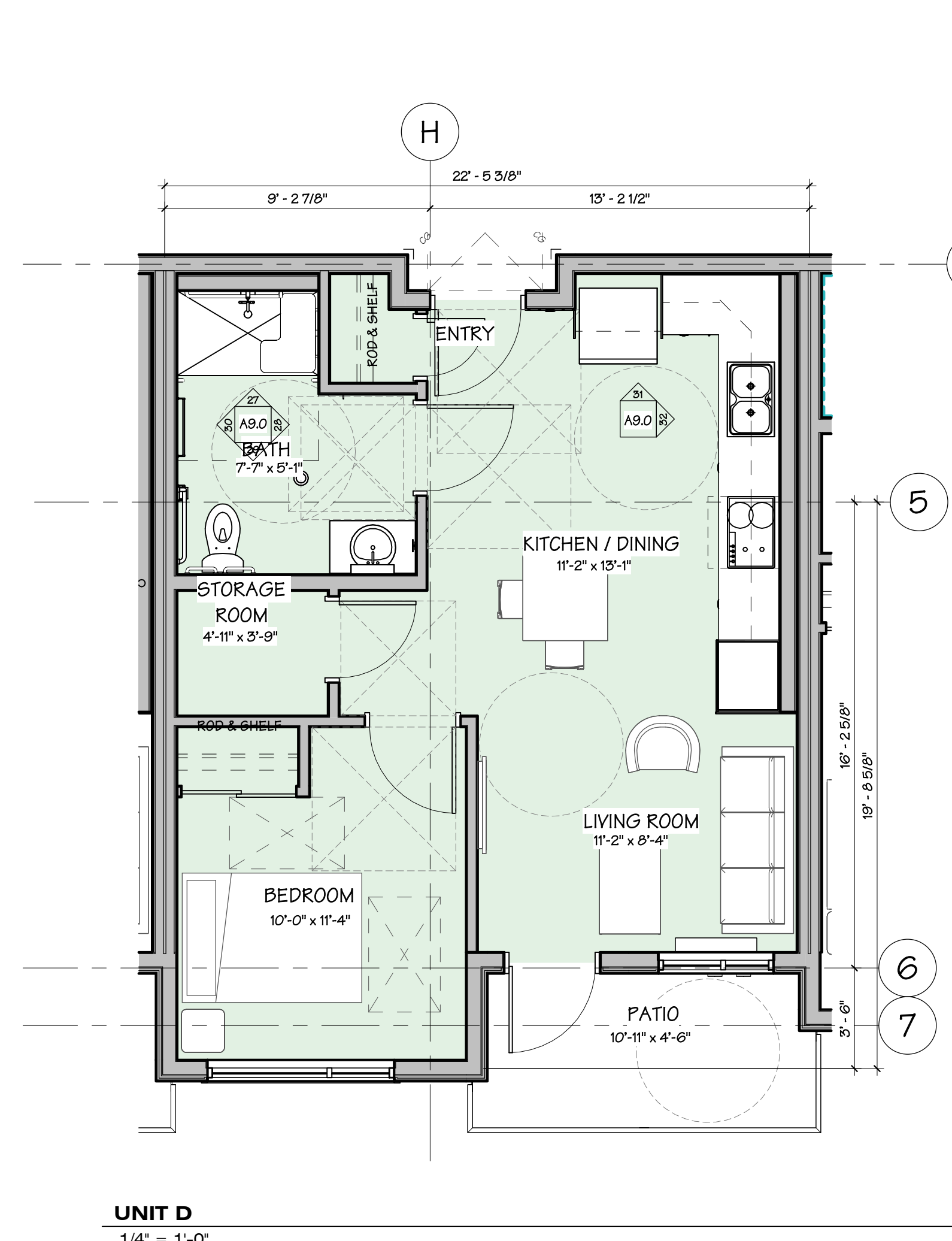
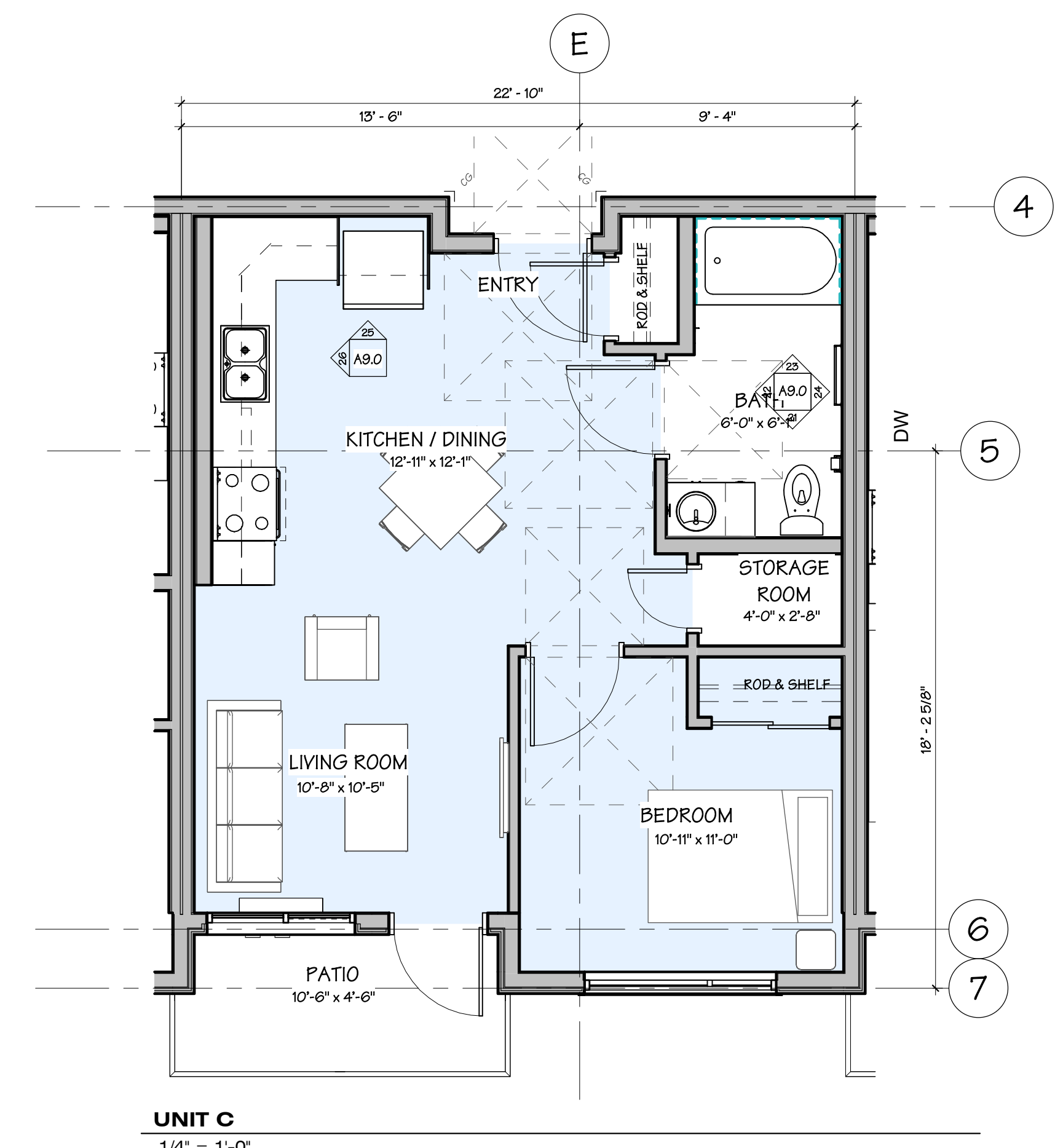
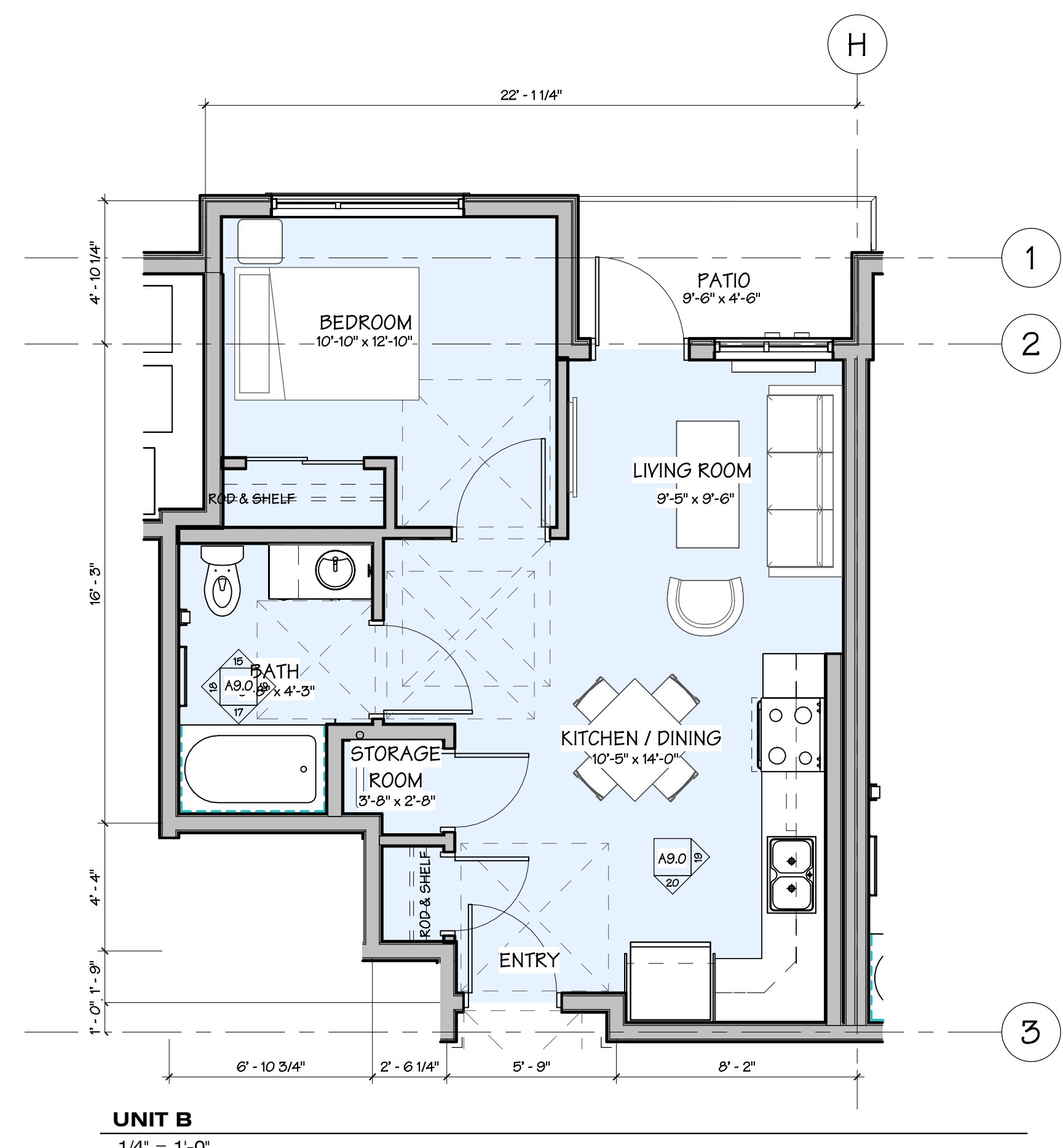
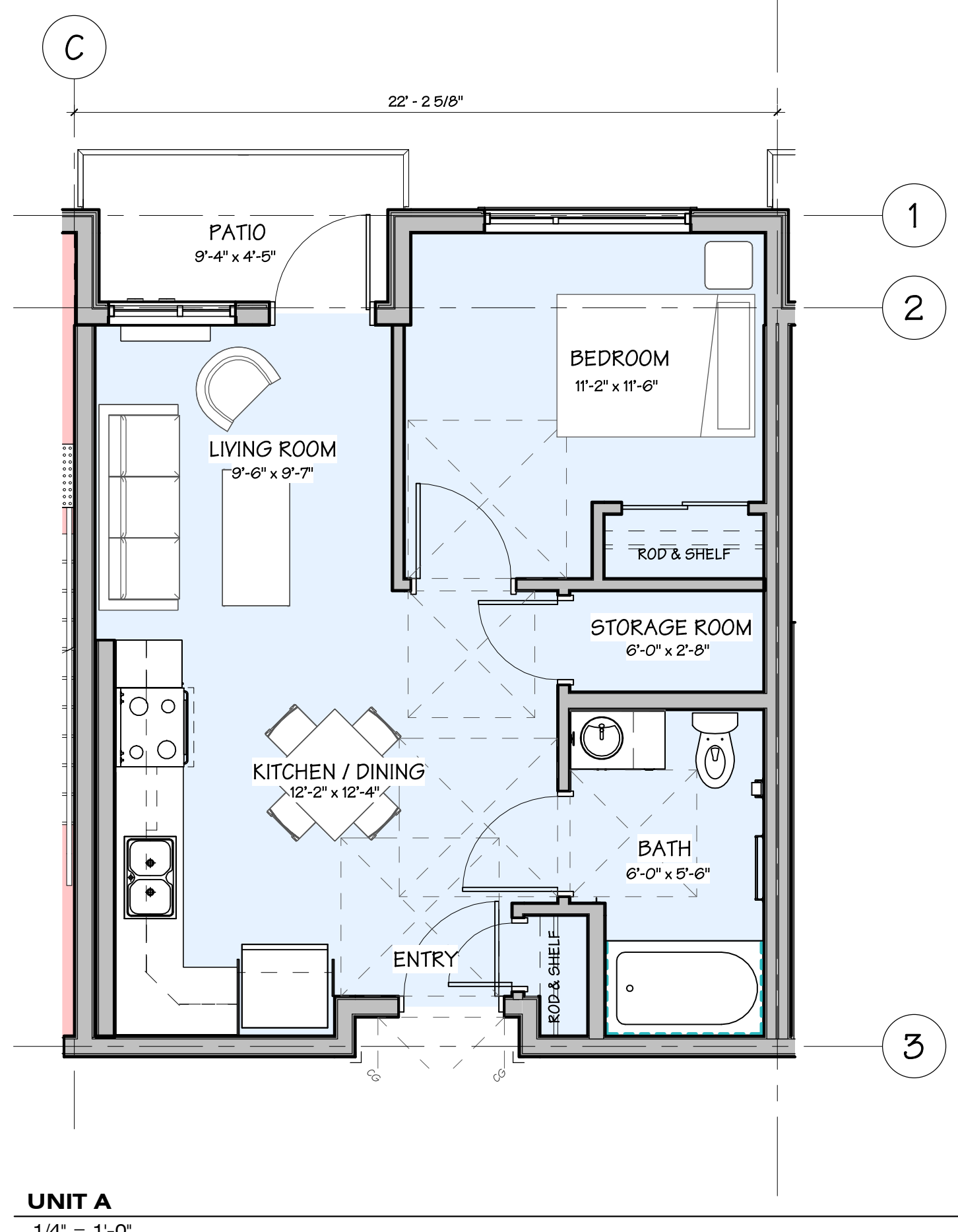


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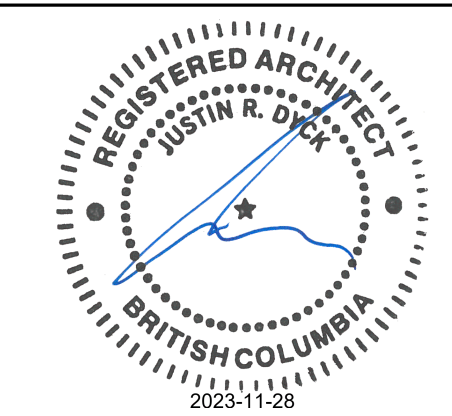
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**ENLARGED UNIT PLANS**  
**HARROW ROAD AFFORDABLE HOUSING**  
 7000 HARROW ROAD, PEMBERTON

SCALE 1/4" = 1'-0"  
 JOB NO. 20123  
 2023.11.20

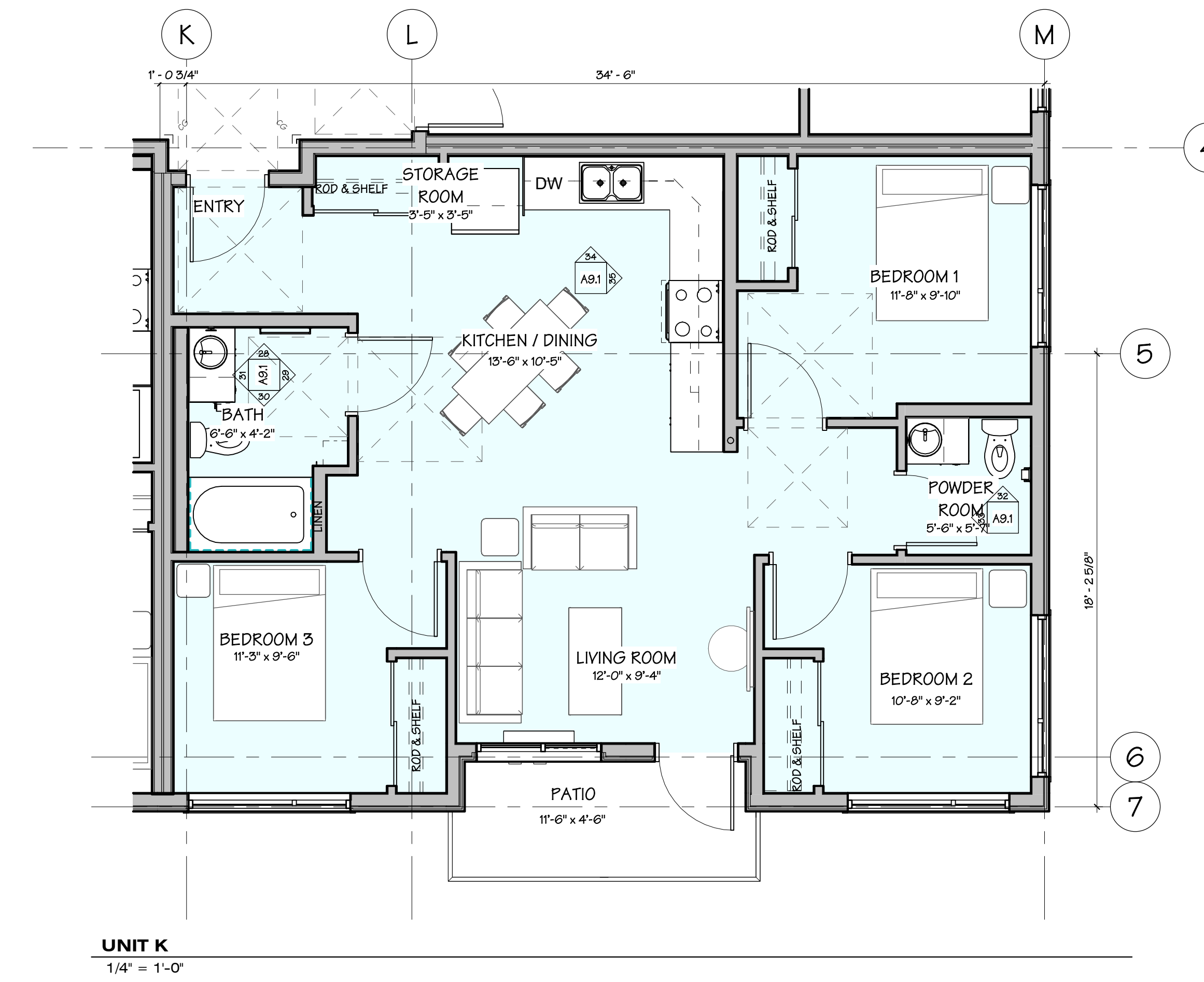
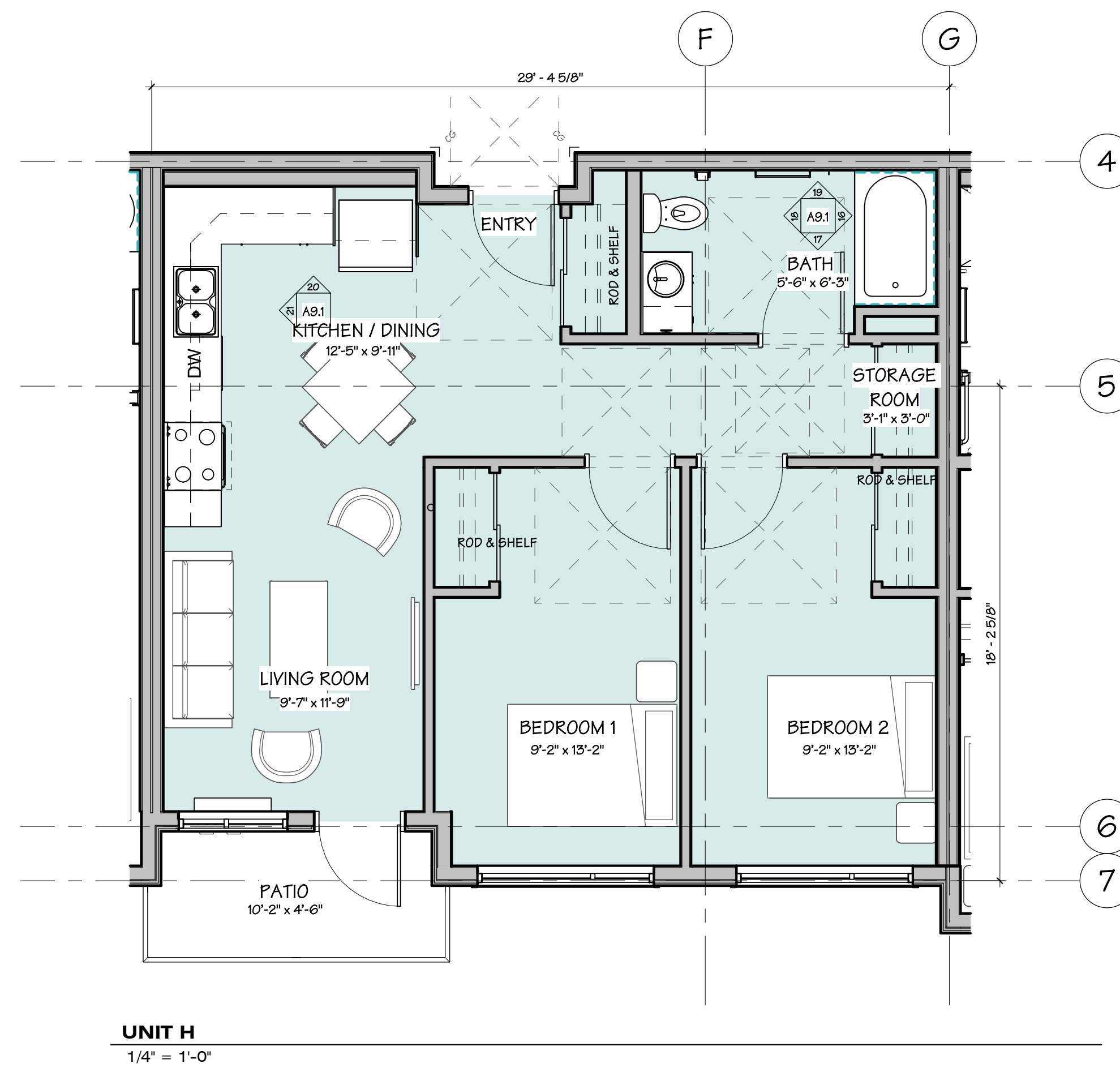
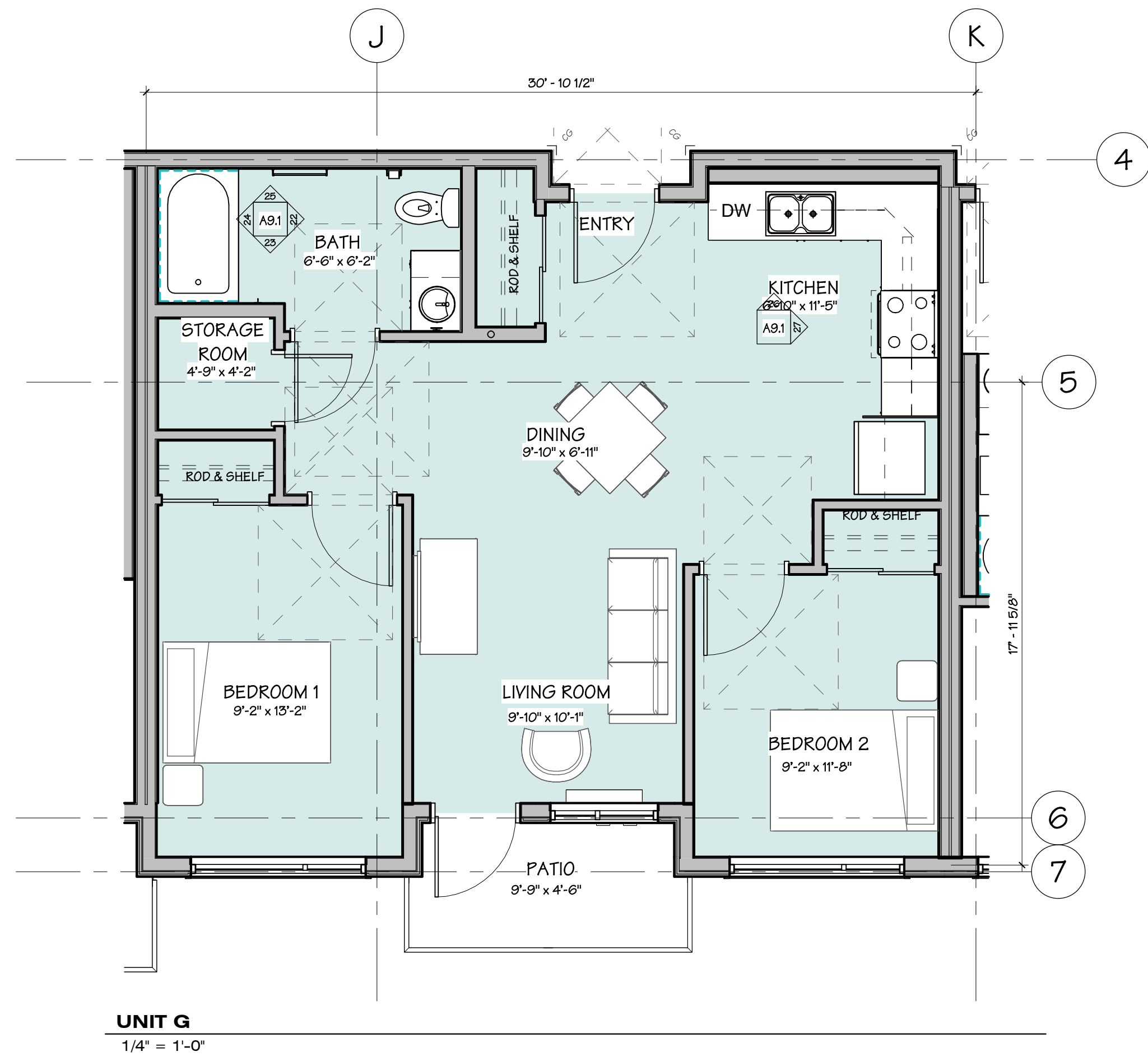


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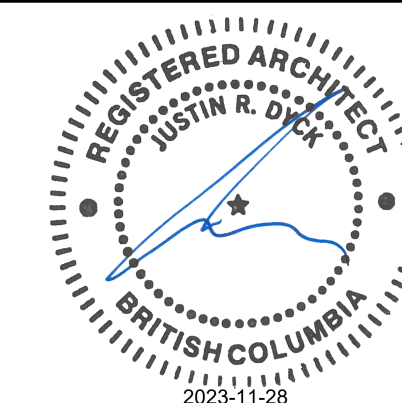




**ENLARGED UNIT PLANS**  
**HARROW ROAD AFFORDABLE HOUSING**  
7000 HARROW ROAD, PEMBERTON

SCALE 1/4" = 1'-0"  
JOB NO. 20123

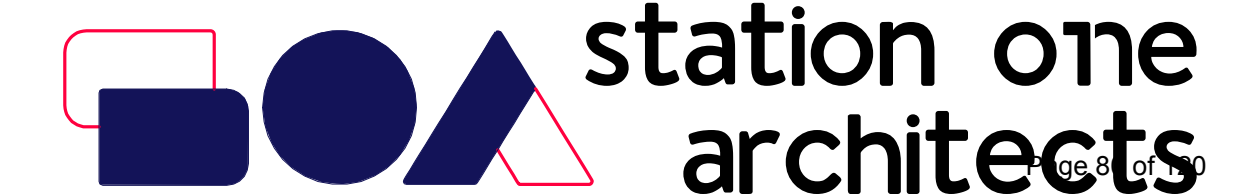
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**EXTERIOR FINISH SCHEDULE**

- 1 BRICK, MUTUAL MATERIALS, COAL CREEK
- 2 FIBER CEMENT PANEL SMOOTH FINISH, JAMES HARDIE, WHITE
- 3 FIBRE CEMENT PANEL SMOOTH FINISH, JAMES HARDIE, CHARCOAL
- 4 FIBER CEMENT LAP SIDING, JAMES HARDIE, DARK GRAY
- 5 FIBER CEMENT LAP SIDING, JAMES HARDIE, GRAY
- 6 FIBRE CEMENT BOARD AND BATTEN, JAMES HARDIE, WHITE
- 7 FIBRE CEMENT BOARD AND BATTEN, JAMES HARDIE, GRAY
- 8 FIBER CEMENT LAP SIDING, JAMES HARDIE CEDAR MILL FINISH, WOOD LOOK
- 9 GLULAM STAINED
- 10 ARCHITECTURAL CONCRETE, PAINTED
- 11 FROSTED GLAZING BALCONY GUARDRAIL, BLACK ALUMINUM FRAME



**EAST ELEVATION**  
1/8" = 1'-0"



**NORTH ELEVATION**  
1/8" = 1'-0"

SIGNAGE  
(NAME TBC)

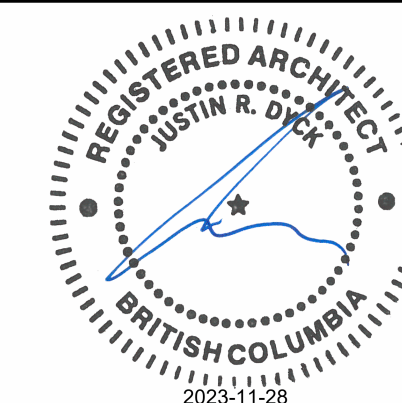
**EXTERIOR ELEVATIONS**

**HARROW ROAD AFFORDABLE HOUSING**

7000 HARROW ROAD, PEMBERTON

SCALE 1/8" = 1'-0"  
JOB NO. 20123

2023.11.20



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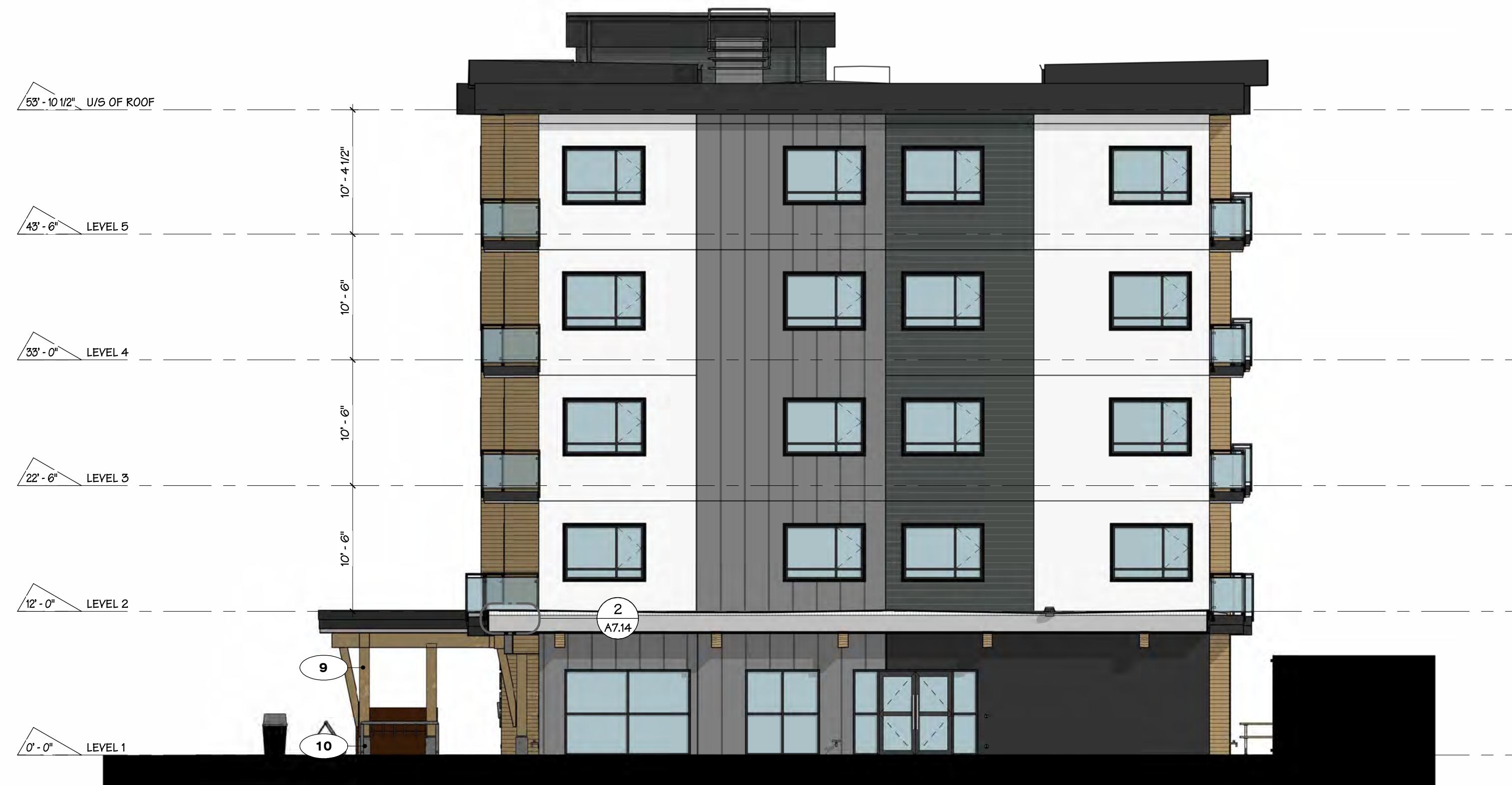
Chilliwack  
9355 Young Rd  
V2P 4S3

Abbotsford  
203-2190 W. Railway St  
V2S 2E2



**EXTERIOR FINISH SCHEDULE**

- 1 BRICK, MUTUAL MATERIALS, COAL CREEK
- 2 FIBRE CEMENT PANEL SMOOTH FINISH, JAMES HARDIE, WHITE
- 3 FIBRE CEMENT PANEL SMOOTH FINISH, JAMES HARDIE, CHARCOAL
- 4 FIBRE CEMENT LAP SIDING, JAMES HARDIE, DARK GRAY
- 5 FIBRE CEMENT LAP SIDING, JAMES HARDIE, GRAY
- 6 FIBRE CEMENT BOARD AND BATTEN, JAMES HARDIE, WHITE
- 7 FIBRE CEMENT BOARD AND BATTEN, JAMES HARDIE, GRAY
- 8 FIBRE CEMENT LAP SIDING, JAMES HARDIE CEDAR MILL FINISH, WOOD LOOK
- 9 LULLAM STAINED
- 10 ARCHITECTURAL CONCRETE, PAINTED
- 11 FROSTED GLAZING BALCONY GUARDRAIL, BLACK ALUMINUM FRAME



**WEST ELEVATION**  
1/8" = 1'-0"



**SOUTH ELEVATION**  
1/8" = 1'-0"

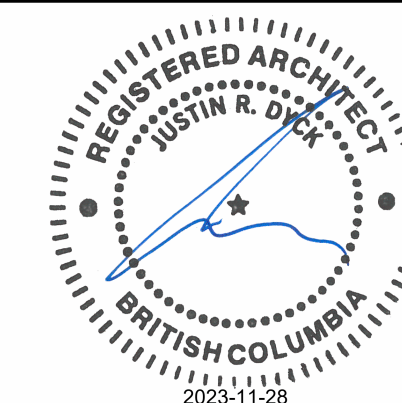
**EXTERIOR ELEVATIONS**

**HARROW ROAD AFFORDABLE HOUSING**

7000 HARROW ROAD, PEMBERTON

SCALE 1/8" = 1'-0"  
JOB NO. 20123

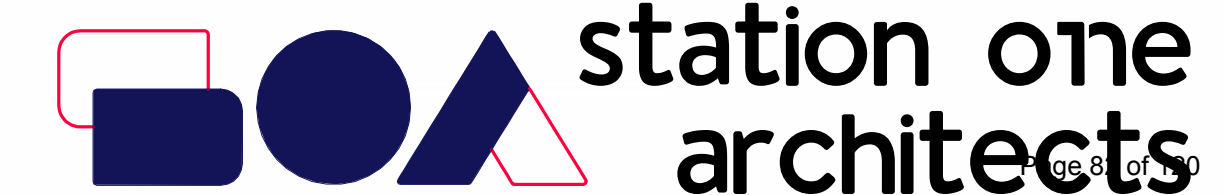
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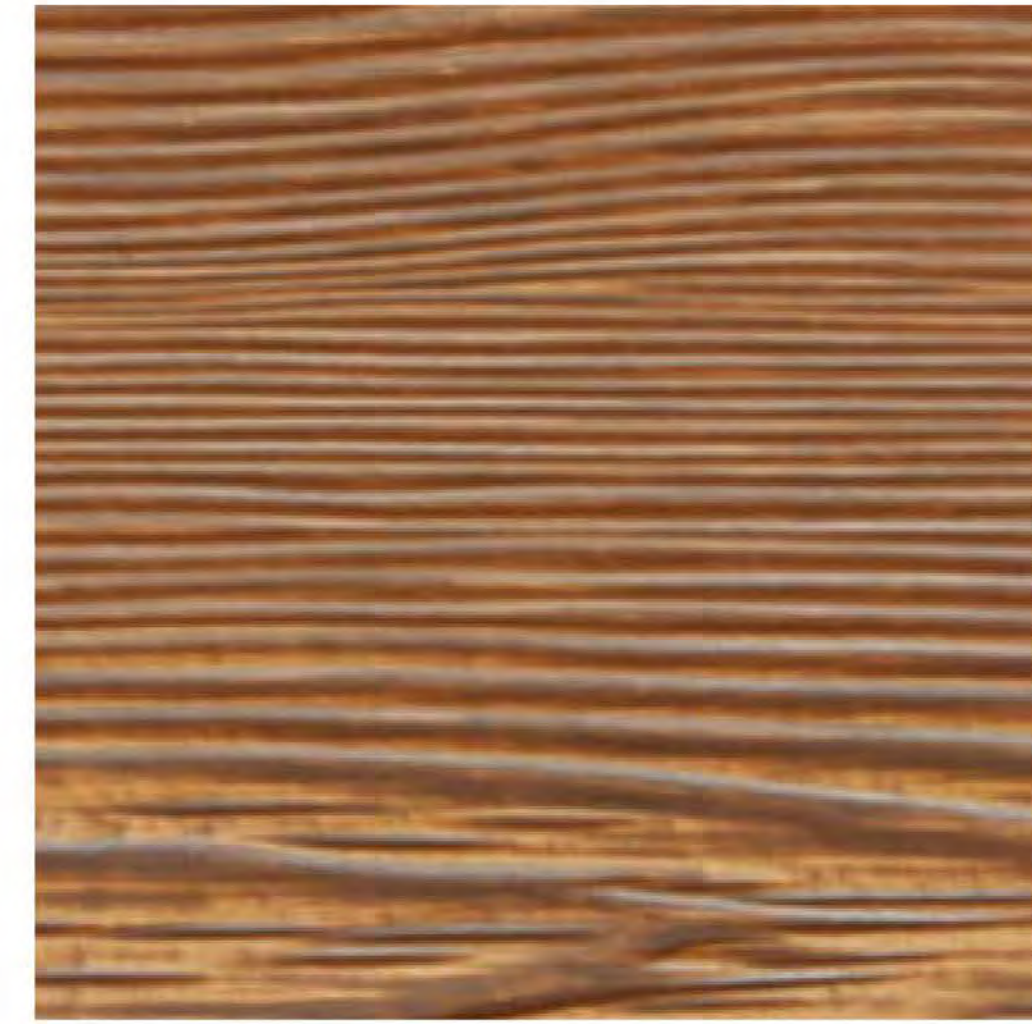
Chilliwack  
9355 Young Rd  
V2P 4S3

Abbotsford  
203-2190 W. Railway St  
V2S 2E2





**1 BRICK | MUTUAL MATERIALS | COAL CREEK**



**2 LAP SIDING | JAMES HARDIE WOODTONE | SUMMER WHEAT**



**ARCTIC WHITE | SMOOTH FINISH**



**IRON GREY | SMOOTH FINISH**



**3 FIBER CEMENT PANEL SMOOTH FINISH | JAMES HARDIE | ARCTIC WHITE, IRON GREY**



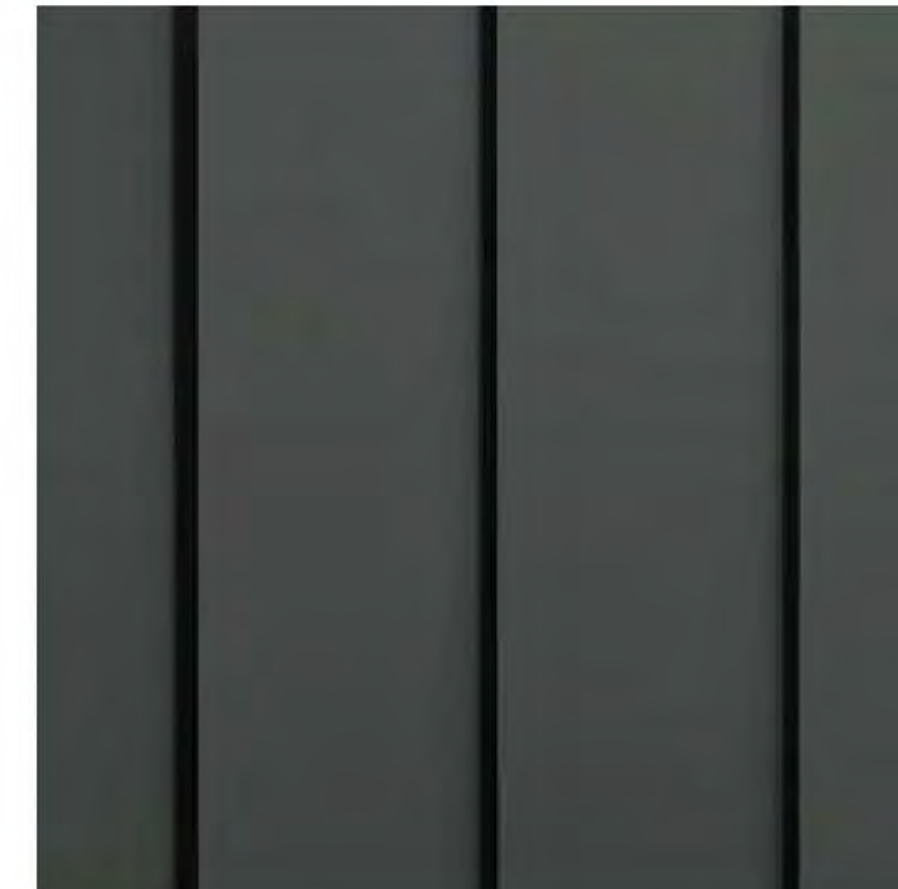
**PEARL GREY | SELECT CEDAR MILL**



**IRON GREY | SELECT CEDAR MILL**



**4 LAP SIDING | JAMES HARDIE | PEARL GREY, IRON GREY**



**IRON GREY | SMOOTH FINISH**



**ARCTIC WHITE | SMOOTH FINISH**



**5 BOARD AND BATTEN | JAMES HARDIE | ARCTIC WHITE, IRON GREY**

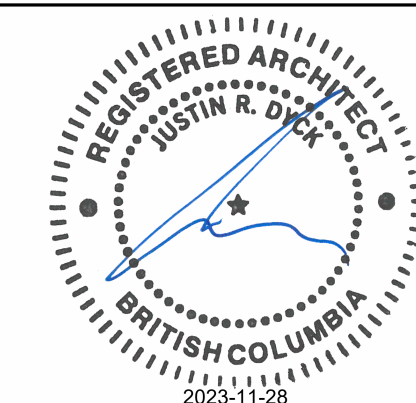
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**HARROW ROAD AFFORDABLE HOUSING**

7000 HARROW ROAD, PEMBERTON

SCALE  
JOB NO. 20123

2023.11.20

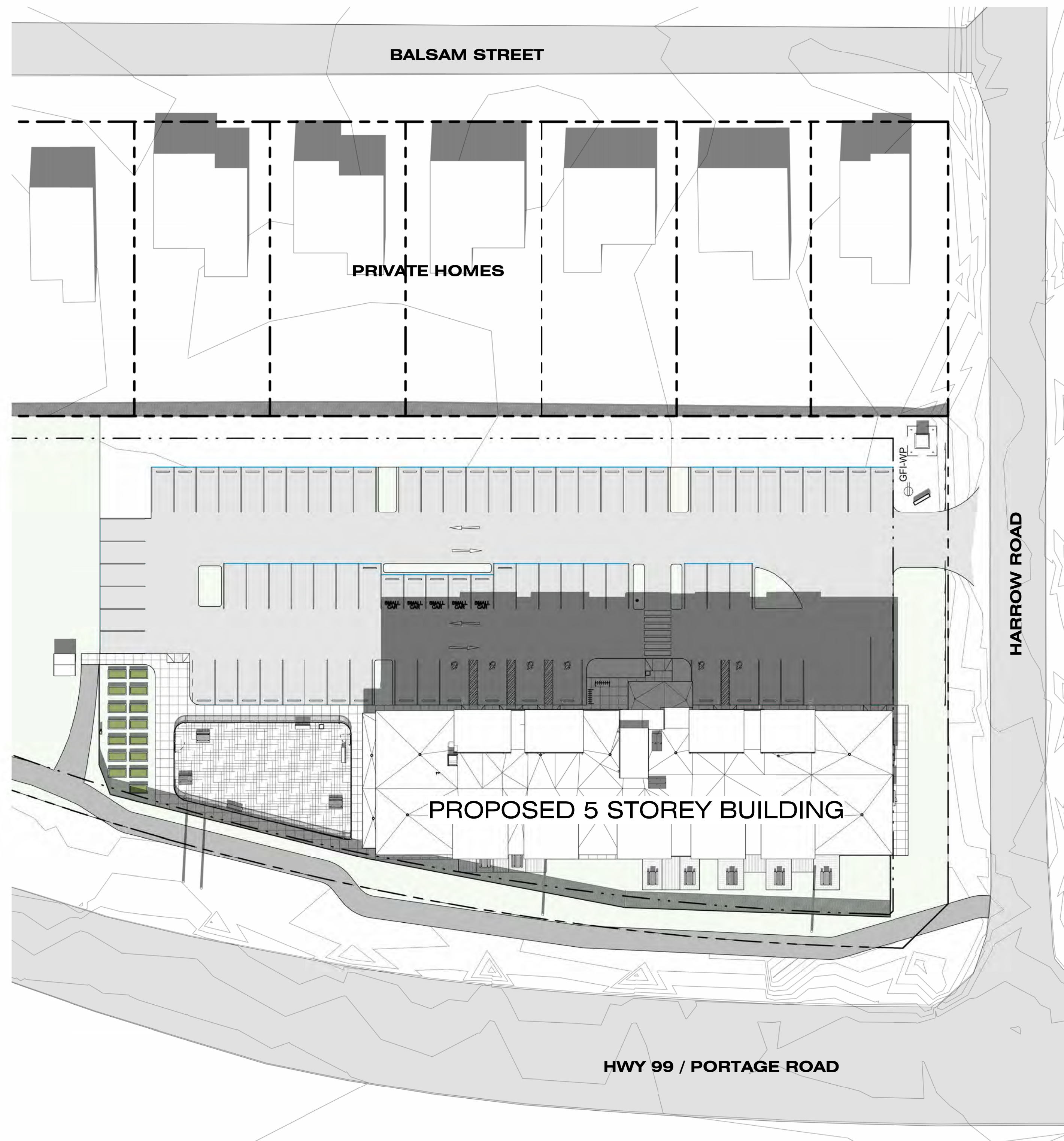


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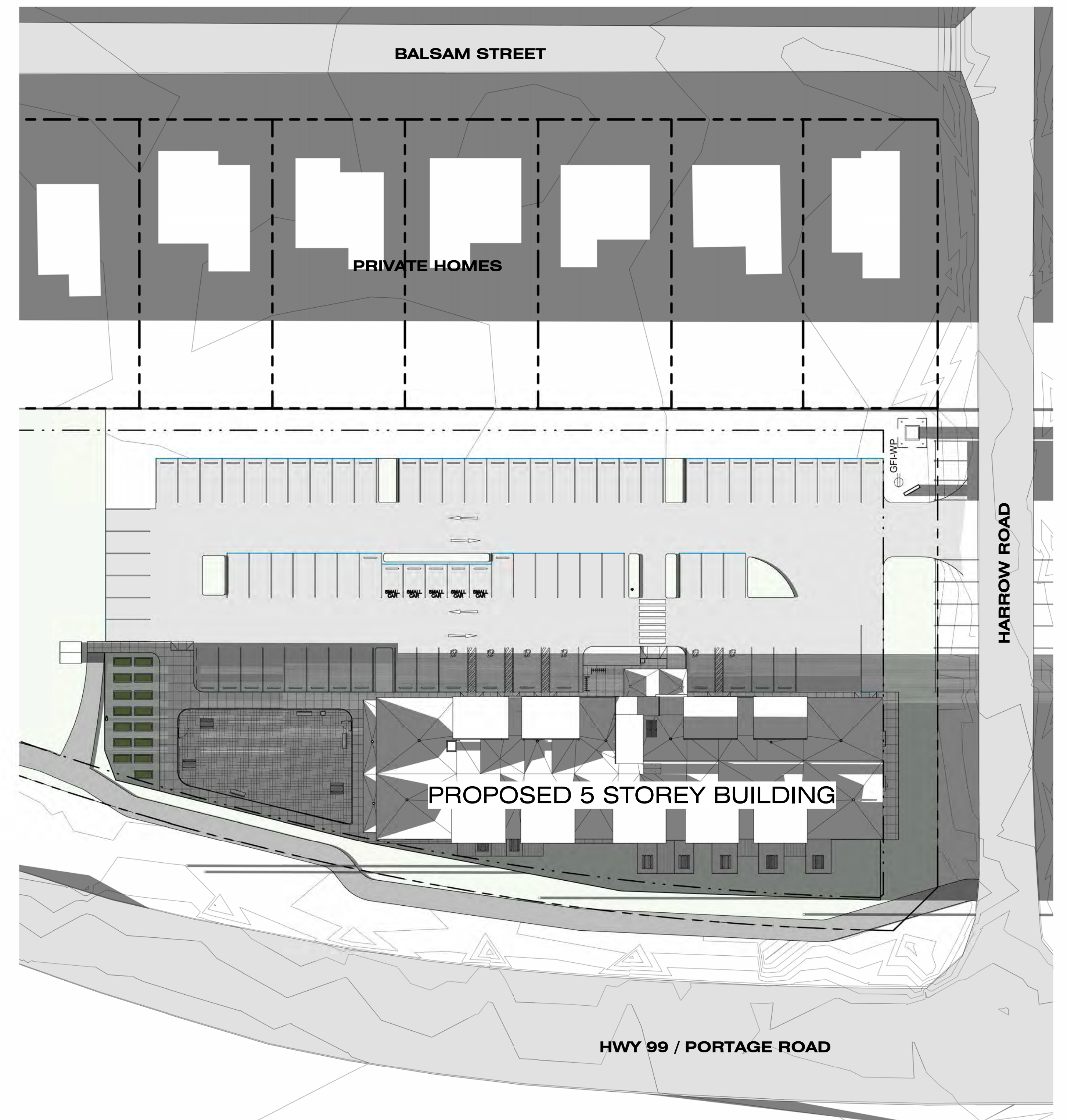
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9355 Young Rd  
V2P 4S3

Abbotsford  
203-2190 W. Railway St  
V2S 2E2

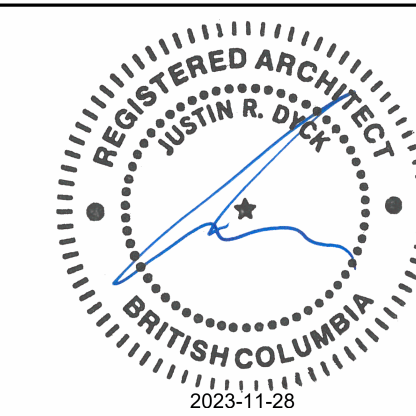


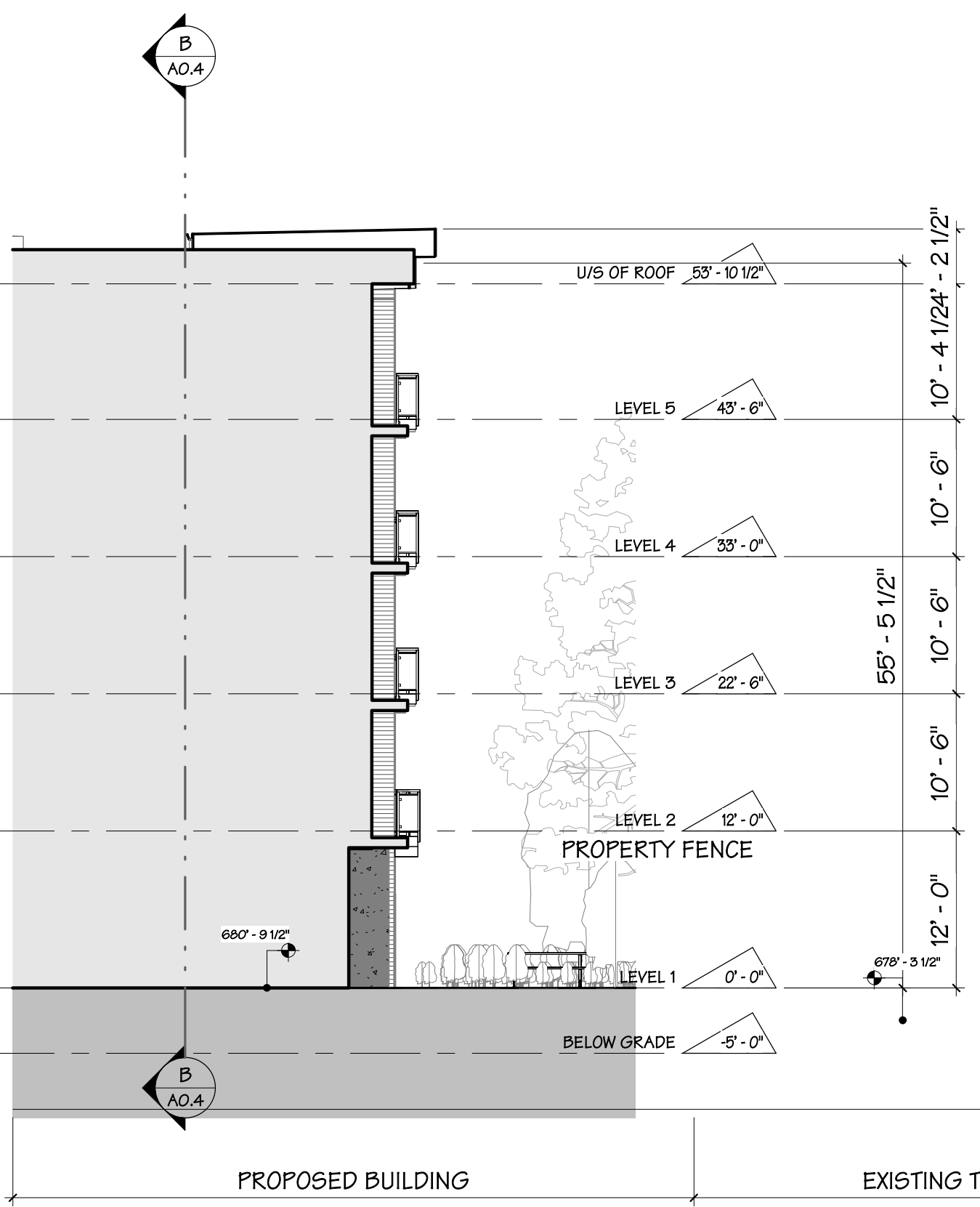
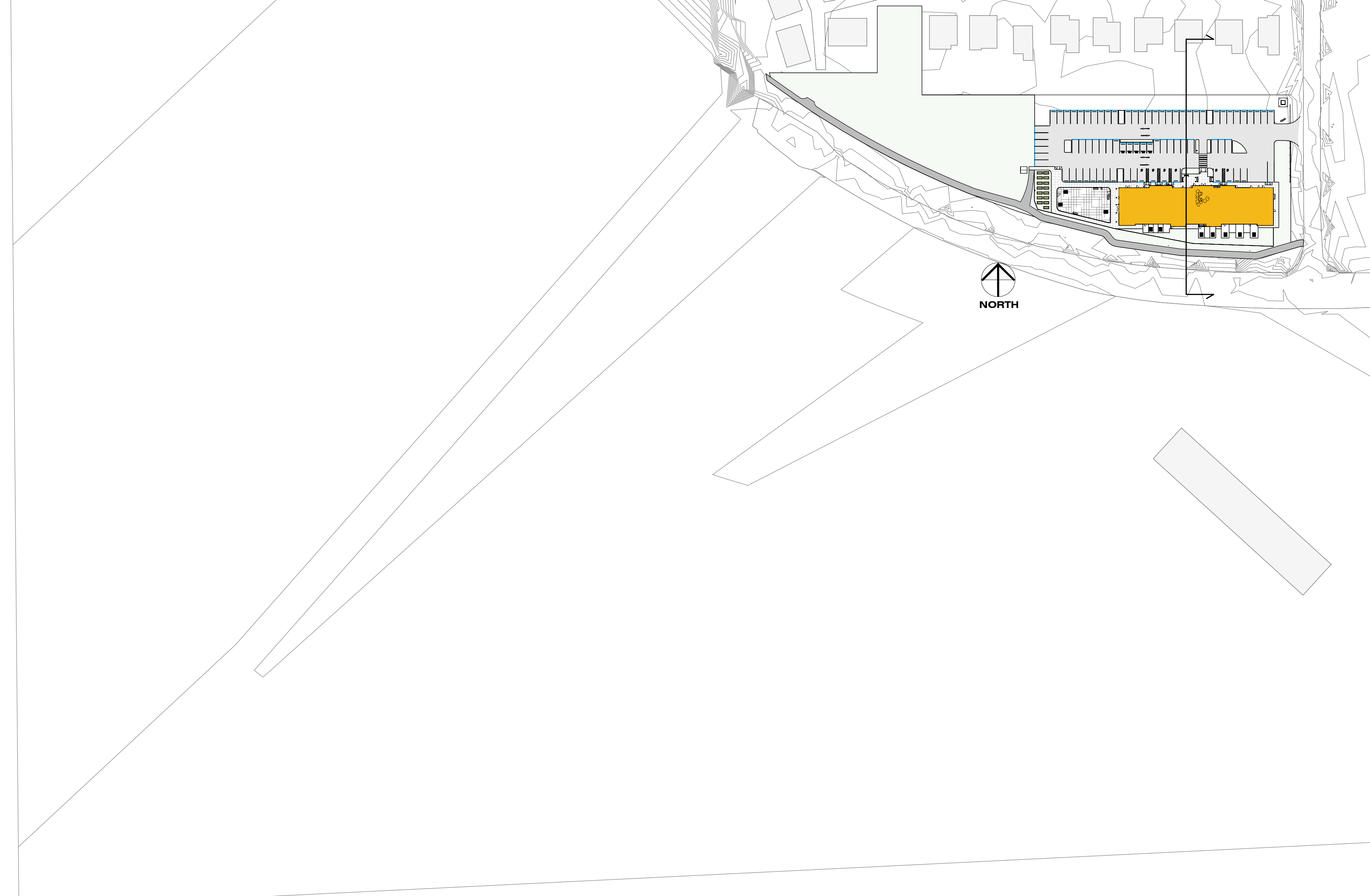



**SHADOW STUDY, 9AM MARCH 21 / SEPTEMBER 21**  
 1/32" = 1'-0"




**SHADOW STUDY, 3PM MARCH 21 / SEPTEMBER 21**  
 1/32" = 1'-0"





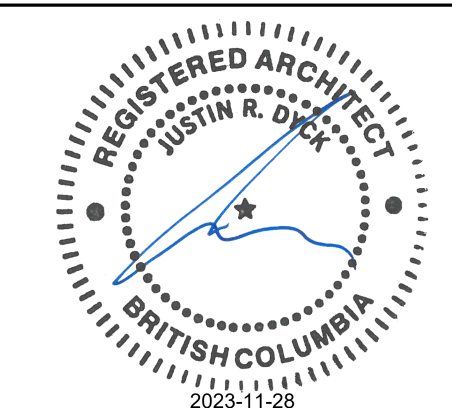
PORTAGE ROAD (HWY 99)

PEMBERTON VALLEY LODGE

**SITE SECTION 01**  
3/32" = 1'-0"

**SITE SECTION**  
**HARROW ROAD AFFORDABLE HOUSING**  
7000 HARROW ROAD, PEMBERTON

SCALE As indicated  
JOB NO. 20123  
2023.11.20

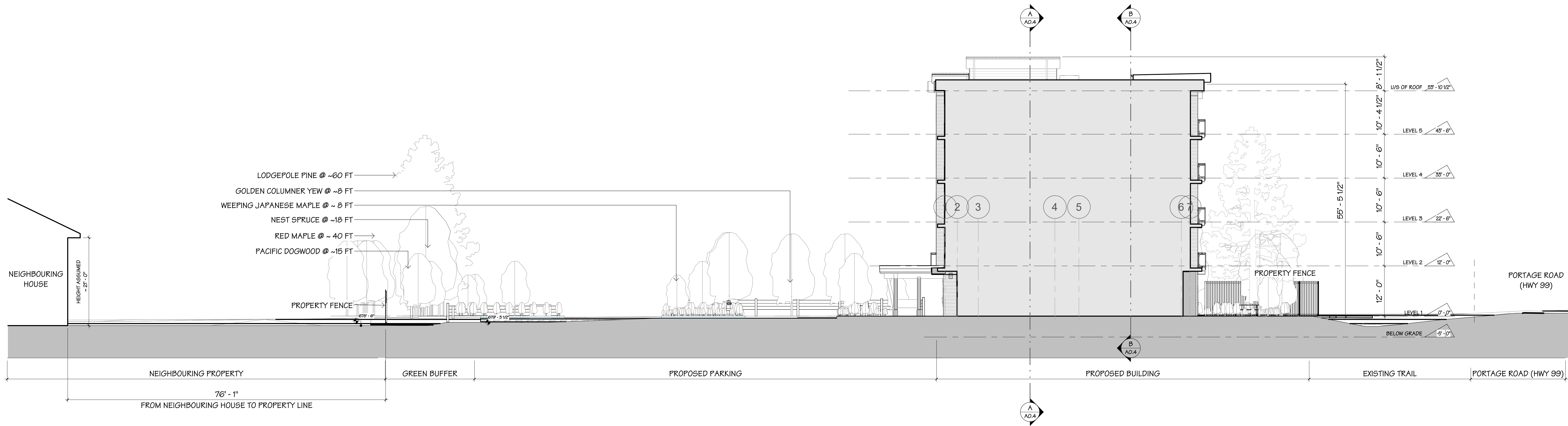
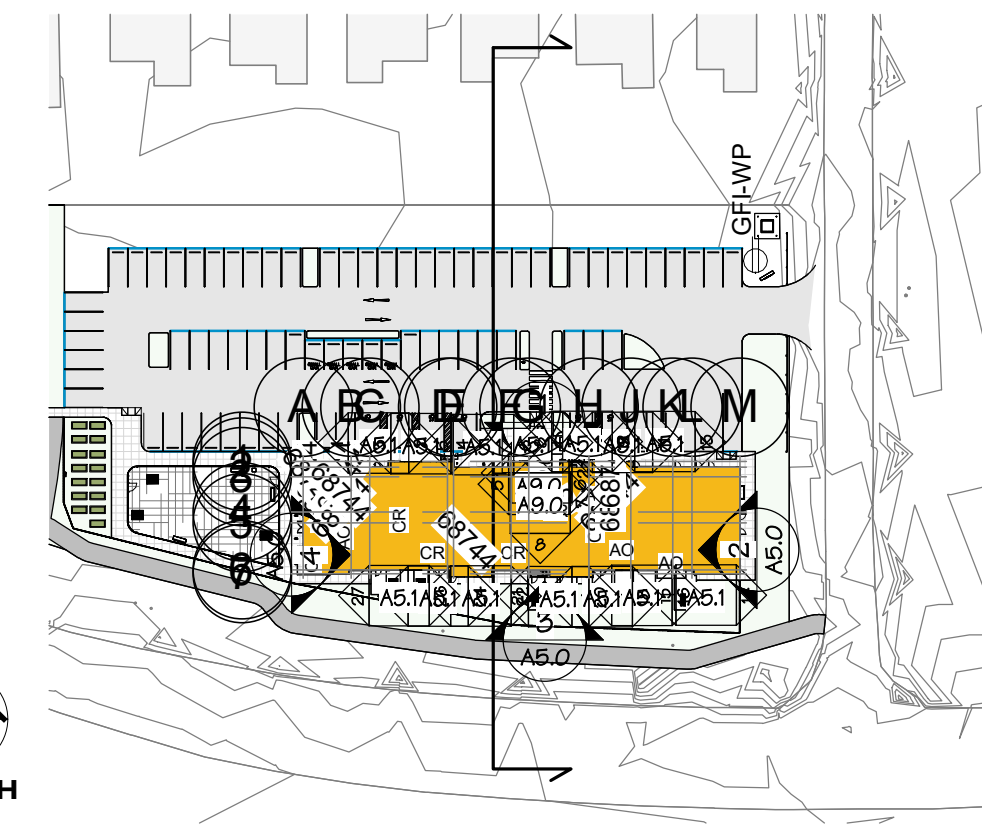


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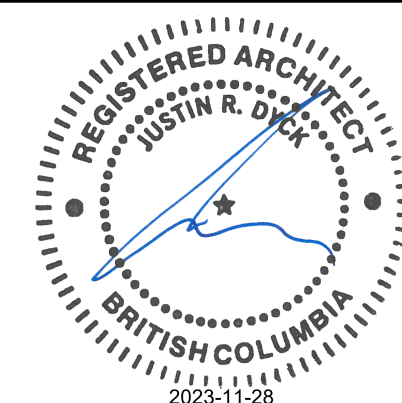


**SITE SECTION 02**  
3/32" = 1'-0"

**SITE SECTION**  
**HARROW ROAD AFFORDABLE HOUSING**  
7000 HARROW ROAD, PEMBERTON

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JOB NO. 20123

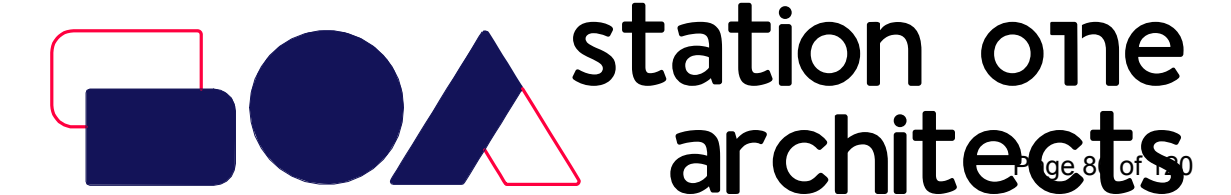
2023.11.20



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Chilliwack  
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V2P 4S3

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V2S 2E2





EXTERIOR ELEVATION LOOKING FROM PROPERTY TO THE NORTH



VIEW FROM HARROW ROAD



VIEW FROM PORTAGE ROAD



VIEW OF FRONT ENTRANCE

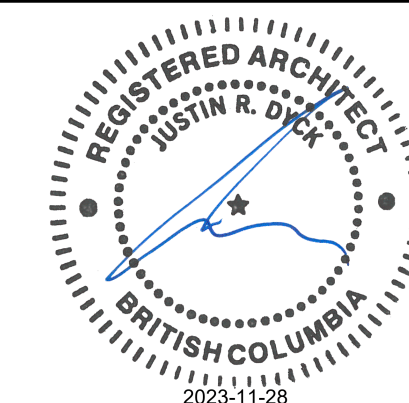
## RENDERINGS

### HARROW ROAD AFFORDABLE HOUSING

7000 HARROW ROAD, PEMBERTON

SCALE  
JOB NO. 20123

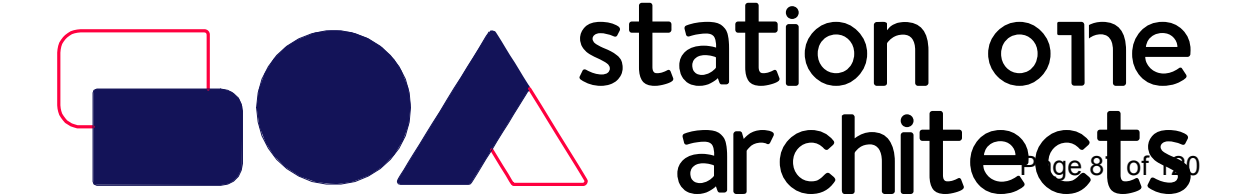
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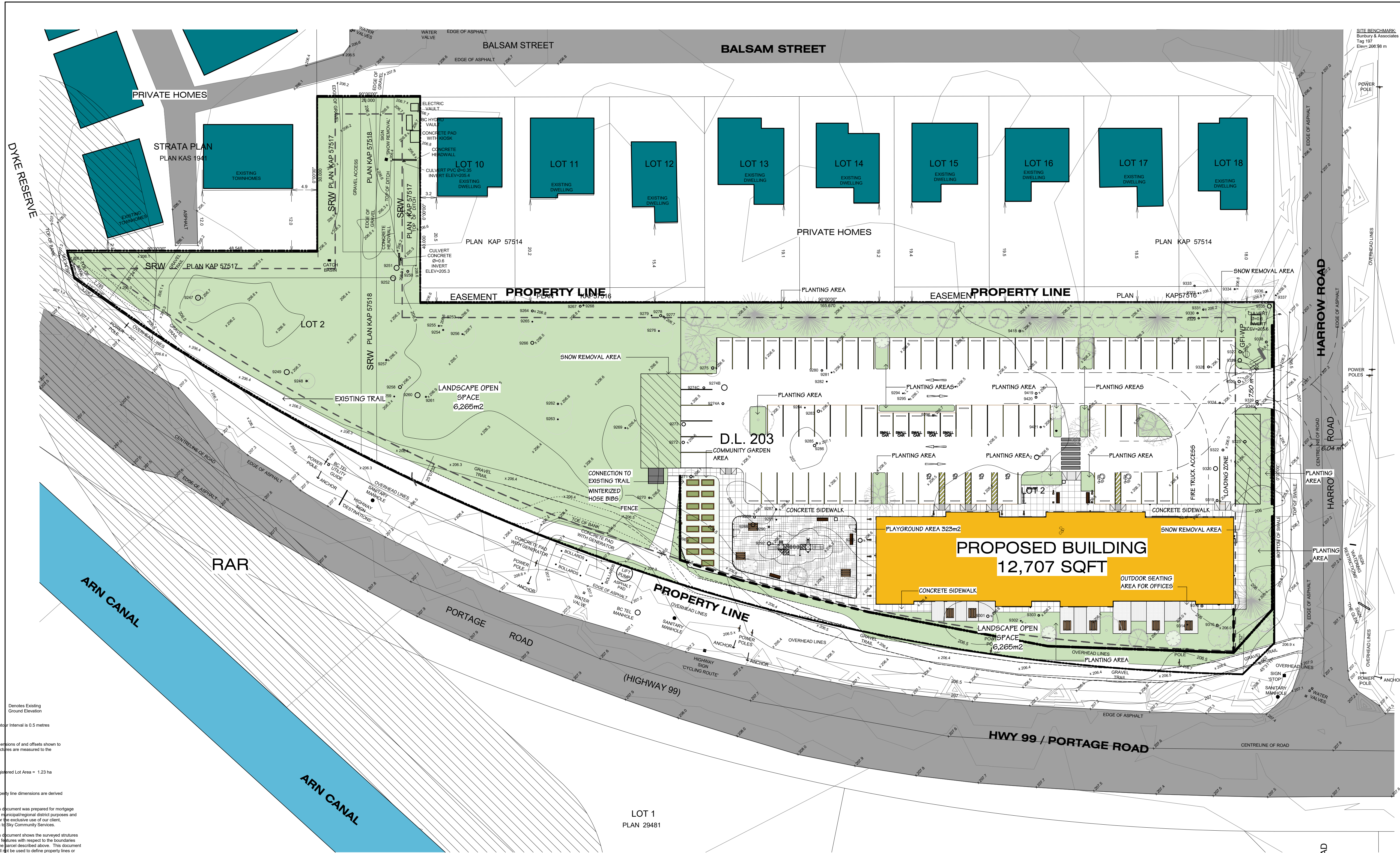


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Denotes Existing Ground Elevation  
 Contour Interval is 0.5 metres  
 Dimensions of and offsets shown to structures are measured to the  
 Registered Lot Area = 1.23 ha  
 Property line dimensions are derived  
 This document was prepared for mortgage and mortgage-related purposes and is for the exclusive use of our client. See us at Sky Community Services.  
 This document shows the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or

**OVERALL ON-SITE LANDSCAPE PLAN**  
 1 : 400  
 NORTH

**LANDSCAPE DRAWING LIST**

- A103 Sheet
- L1.0 OVERALL ON-SITE LANDSCAPE PLAN
- L1.1 ON-SITE TREE MANAGEMENT PLAN
- L2.0 OVERALL ON-SITE PLANTING PLAN
- L3.0 LANDSCAPE DETAILS

**LANDSCAPE GENERAL NOTES**

1. THE CONTRACTOR TO CONFIRM UNITS AND MEASUREMENTS
2. PREVENT DAMAGE TO ALL LANDSCAPING , BUILDINGS , STRUCTURES AND UNDERGROUND AND/OR OVERHEAD UTILITIES. MAKE GOOD ALL DAMAGE TO SATISFACTION OF OWNER.
3. PRIOR TO CLEARING, VERIFY LIMITS OF CLEARING WITH OWNER.
4. DISPOSE OF CLEARED AND GRUBBED MATERIALS AS WORK PROGRESSES AND DO NOT ACCUMULATE.
5. LEAVE GROUND SURFACE IN CONDITION SUITABLE FOR IMMEDIATE GRADING OPERATIONS.
6. CONTROL DUST AT ALL TIMES FOR DURATION OF CONTRACT.
7. PROVIDE HOARDING IF NECESSARY AND PROTECT PUBLIC AND PRIVATE PROPERTY FROM INJURY OR DAMAGE.
8. PROVIDE TEMPORARY DRAINAGE AND PUMPING IF NECESSARY AND DO NOT DISCHARGE WATER CONTAINING SUSPENDED MATERIALS INTO WATERCOURSES OR DRAINAGE SYSTEM.
9. MAINTAIN EXISTING CONDITIONS FOR PARKING AND TRAFFIC AROUND THE SITE THROUGHOUT CONSTRUCTION, TAKE MEASURES TO RE-ROUTE TRAFFIC OR WARN VISITORS TO THE SITE THAT HEAVY EQUIPMENT AND WORK CREWS ARE OPERATING.
10. AREA AND VEGETATION DISTURBED DUE TO GRADING AND EXCAVATING SHALL BE REHABILITATED SATISFACTORY TO THE OWNER AND NEIGHBOURS.

**station one architects**

604 793 9445 Chilliwack 9355 Young Rd V2P 4S3 Abbotsford 203-2190 W. Railway St V2S 2E2

DRAWING NAME  
**OVERALL ON-SITE LANDSCAPE PLAN**

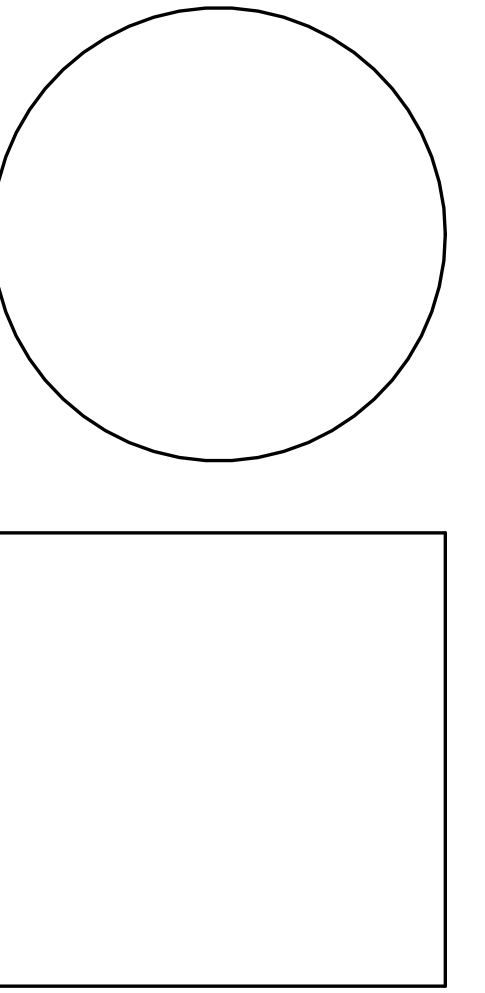
JOB NO.	20123
SCALE	As indicated
DATE	2023.10.02

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DRAWING NAME  
**HARROW ROAD AFFORDABLE HOUSING**

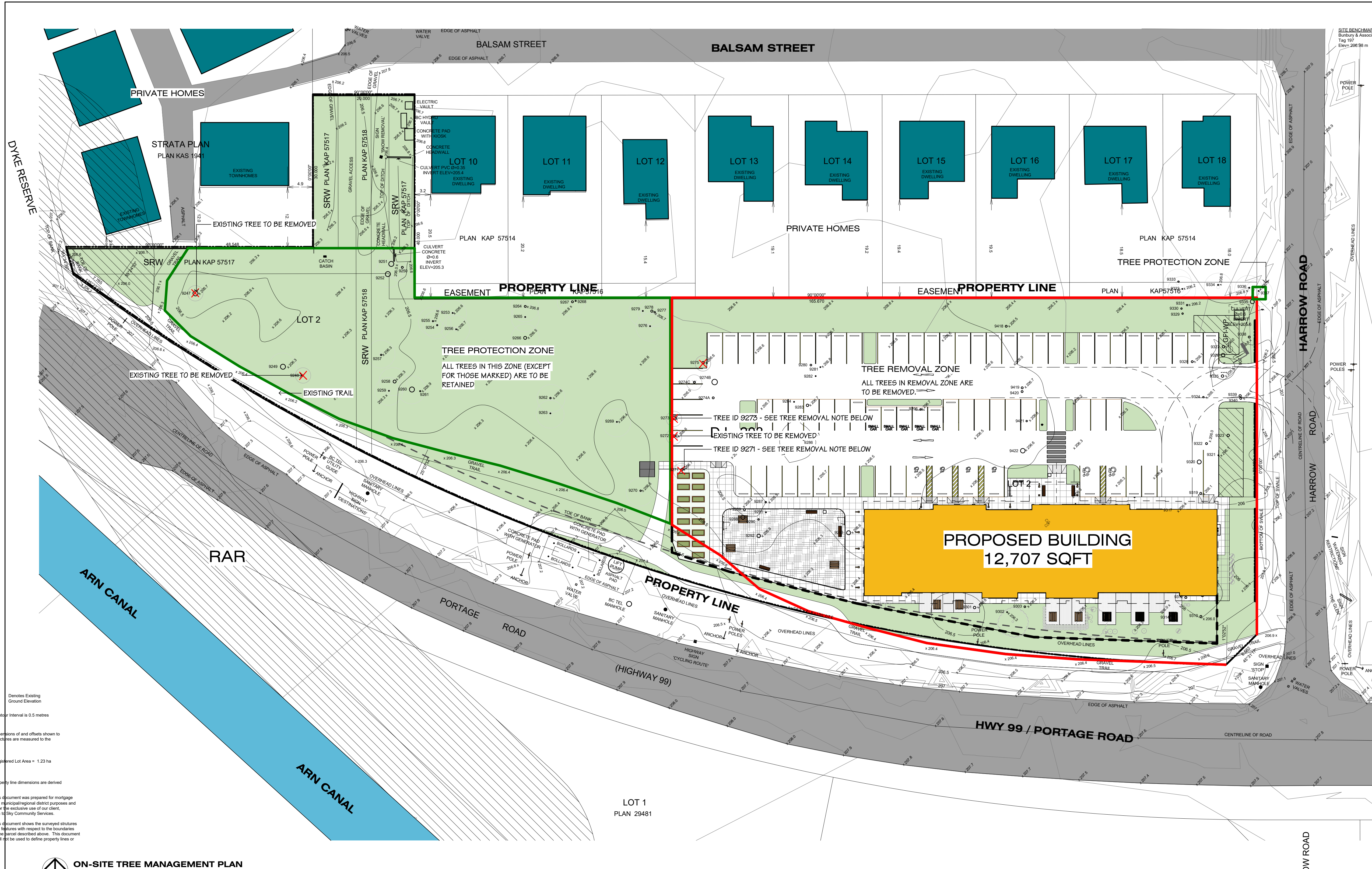
NO.	DATE	DESCRIPTION
A	10.30.2022	ISSUED FOR DP
B	08.12.2022	RE-ISSUED FOR DP
C	2022.09.30	ISSUED FOR DD
D	2023.03.28	ISSUED FOR 50%

DRAWING NAME  
**HARROW ROAD AFFORDABLE HOUSING**  
 LOT 2 HARROW ROAD, PEMBERTON



**L1.0**





Denotes Existing Ground Elevation  
 Contour Interval is 0.5 metres  
 Dimensions of and offsets shown to structures are measured to the  
 Registered Lot Area = 1.23 ha  
 Property line dimensions are derived  
 This document was prepared for mortgage and principal regional district purposes and is for the exclusive use of our client. See to Sky Community Services.  
 This document shows the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or

**ON-SITE TREE MANAGEMENT PLAN**  
 1 : 400  
 NORTH

**TREE MANAGEMENT NOTES**

THE FOLLOWING NOTES ARE REFERENCED FROM SILVERBACK TREWORKS LTD'S ARBORIST REPORT, DATED MARCH 19, 2022:

**4. Tree Management Plan**

**4.1. Street Trees**

The survey (Figure 2) identified one street tree, a Columnwood (Tag ID 9337) present within the vicinity of the project (Table 1). The tree is in fair condition and is located in the northwest corner between Harrow Road and the neighbouring northwestern property (Figure 4). The tree is on municipal land and must not be harmed during construction.

- Arborist recommendations:** Retain with the following management practices:
- The TPZ must be well marked and have a tree protection barrier placed 1.2m from the base of the tree to the south, east and north. Orange plastic fencing is recommended as the barrier for its high visibility and size. No material storage or construction equipment storage should occur within the TPZ of the tree. The barrier should be at least 1.4m in height and re-enforced to last throughout the construction time frame.

**4.2. Neighbour Trees**

The survey (Figure 2) identified four trees located on the neighbouring northwestern property, 1400 Balsam Street (Table 1). The trees are identified as 9333, 9332, 9334, and 9336 (Figure 4). All trees with the exception of 9332 are in fair condition. The trees are adjacent to the development where the proposed carpark is to be built.

- Arborist recommendations:** Retain with the following management practices:
- Restrict both foot and mechanized traffic over the TPZ of trees. TPZ sizes are contained in Table 1 and Figure 4. The property line fence is sufficient to act as a barrier for the development and to avoid impacting the trees. If a fence is not present then a barrier must be constructed along the property line. Orange plastic fencing is recommended as the barrier for its high visibility and size. The barrier should be at least 1.4m in height and re-enforced to last throughout the construction time frame.

Total trees on property over 20cm Doh	Trees proposed to be removed due to being within development footprint	Trees proposed to be removed due to being in poor condition	Trees to be retained
97	68	3	26

The following mitigation measures are to be incorporated for construction:

- Prior to construction, protect retained trees in the western portion of the subject property by establishing a TPZ that borders the proposed wood fence along the western carpark and urban agriculture boxes in a north to south direction as depicted in Figure 4. Restrict both foot and mechanized traffic over the TPZs of the trees by using protective fencing around the area. The TPZ must be well marked and be sufficient enough to deter all foot traffic during the entire duration of the development project. Orange plastic fencing is recommended as the barrier for its high visibility and size. No material storage or construction equipment storage should occur within the TPZ of the trees. The barrier should be at least 1.4m in height and re-enforced to last throughout the construction time frame.
- Any proposed work within the TPZ for construction of the connector trail located within the western portion of the subject property, is limited to hand excavation that is no deeper than 30cm in depth from the original ground elevation. If during hand excavation critical roots greater than 2.5cm in diameter are discovered, then the supervising arborist will direct work to be halted until appropriate mitigation is enacted.
- Where the connector trail or other landscape hardscape features are proposed through the TPZ of any retained trees identified in this section, then action should be taken to disperse the load and protect the roots where incursion occurs. Minimize soil compaction and mechanical root damage by avoiding excavation for the proposed path and use permeable or semi permeable surfacing. These should be developed in consultation with a certified arborist.

**TREE REMOVAL NOTE**

TREE ID 9271 AND 9273

REMOVAL STATUS TO BE DETERMINED.

IN ARBORIST REPORT DATED MARCH 19, 2022, THE ABOVE MENTIONED TREES WERE TO BE RETAINED. SINCE THE REPORT, THE PARKING LOT HAS SHIFTED SLIGHTLY TO THE WEST, THEREFORE THE TREES ARE WITHIN THE EXPANDED DEVELOPMENT ZONE.

ARBORIST TO CONFIRM REMOVAL OF TREES.

FOR THE COMPLETE REPORT, PLEASE REFER TO ABOVE MENTIONED ARBORIST REPORT.

**HARROW ROAD AFFORDABLE HOUSING**  
 LOT 2 HARROW ROAD, PEMBERTON

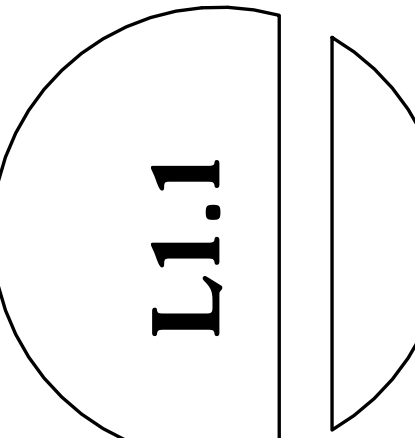
REVISIONS

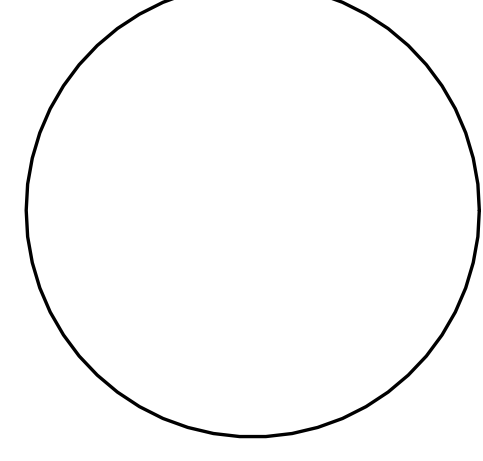
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C	2022.09.30	ISSUED FOR DD
D	2023.03.28	ISSUED FOR 50%

DRAWING NAME: ON-SITE TREE MANAGEMENT PLAN

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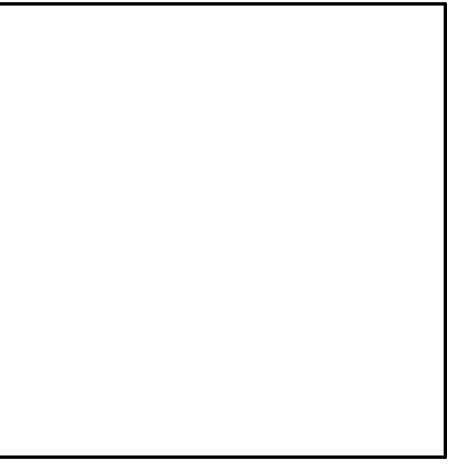


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DRAWING NAME  
**HARROW ROAD AFFORDABLE HOUSING**  
 LOT 2 HARROW ROAD, PEMBERTON

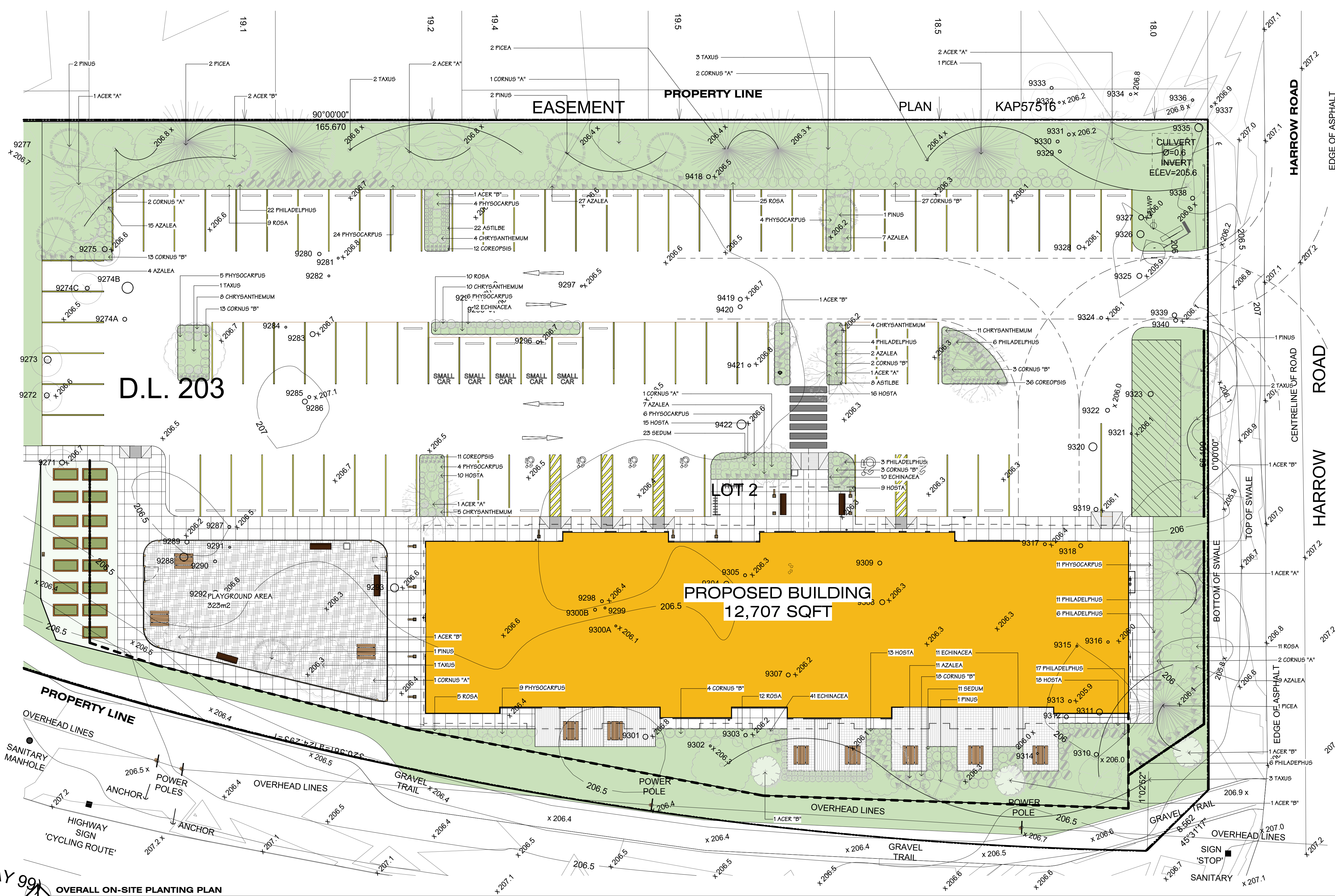
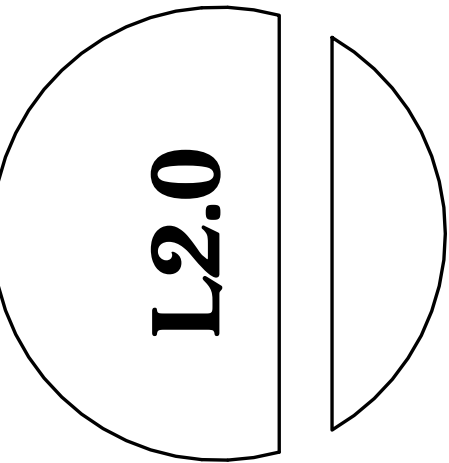
REVISIONS

NO.	DATE	DESCRIPTION
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C	2022.09.30	ISSUED FOR DD
D	2023.03.28	ISSUED FOR 50%

DRAWING NAME  
**OVERALL ON-SITE PLANTING PLAN**

JOB NO. 20123  
 SCALE As indicated  
 DATE 2023.10.02

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(HIGHWAY 99)

OVERALL ON-SITE PLANTING PLAN

1 : 200

PLANTING SCHEDULE - TREES

TYPE	QUANTITY	LATIN NAME	COMMON NAME	SIZE	ROOTS	REMARKS
"A"	10	ACER PALMATUM	JAPANESE MAPLE	6cm CAL.		1.8M STAND.
	8	ACER RUBRUM	RED MAPLE	6cm CAL.		<varies>
	9	CORNUS NUTTALLII	PACIFIC DOGWOOD	6cm CAL.		1.8M STAND.
	6	PICEA GLAUCA	WHITE SPRUCE			3M STAND.
	9	PINUS UNCINATA	MOUNTAIN PINE			3M STAND.
	11	TAXUS BEVIFOLIA	WESTERN YEW			3M STAND.

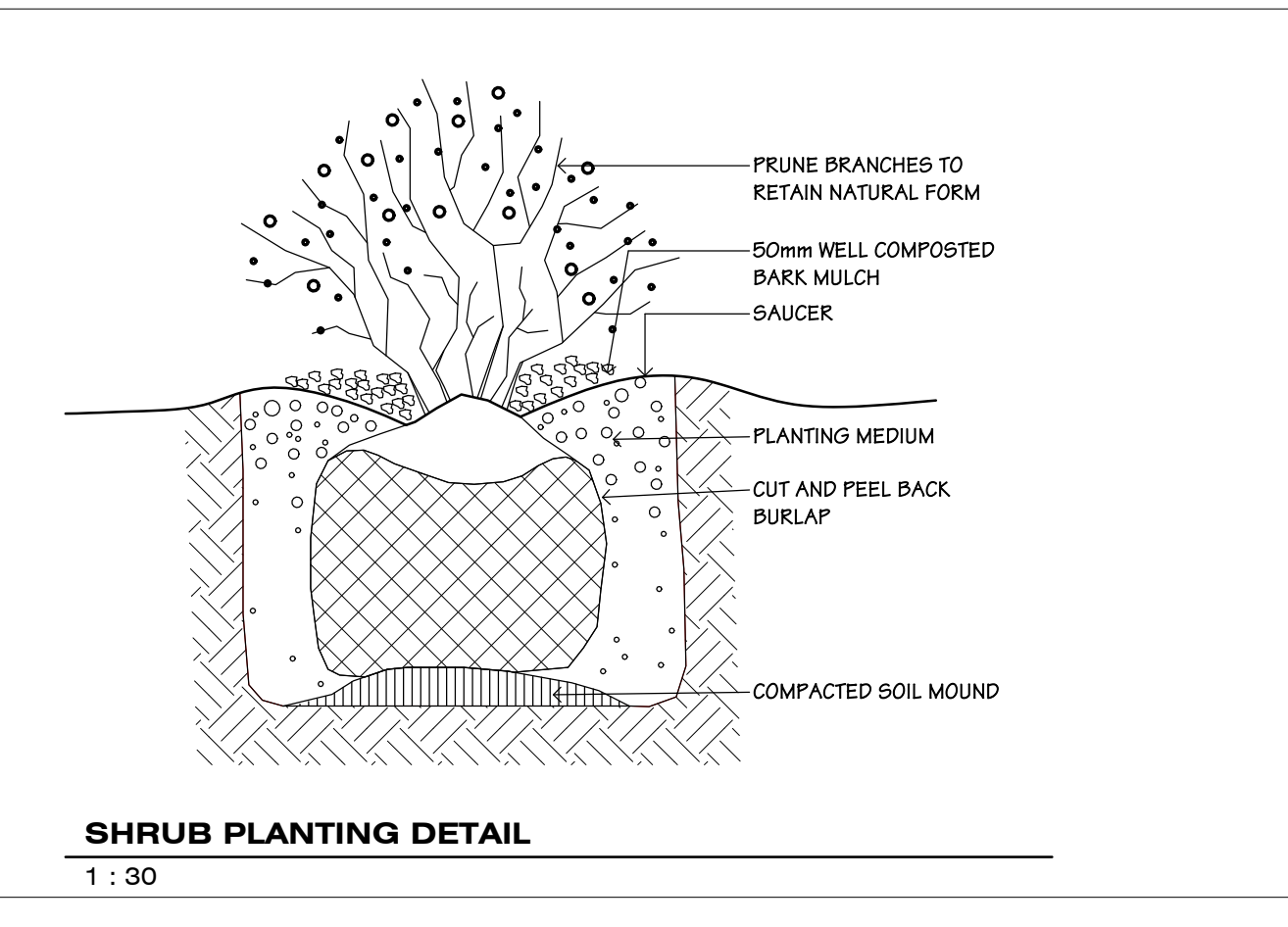
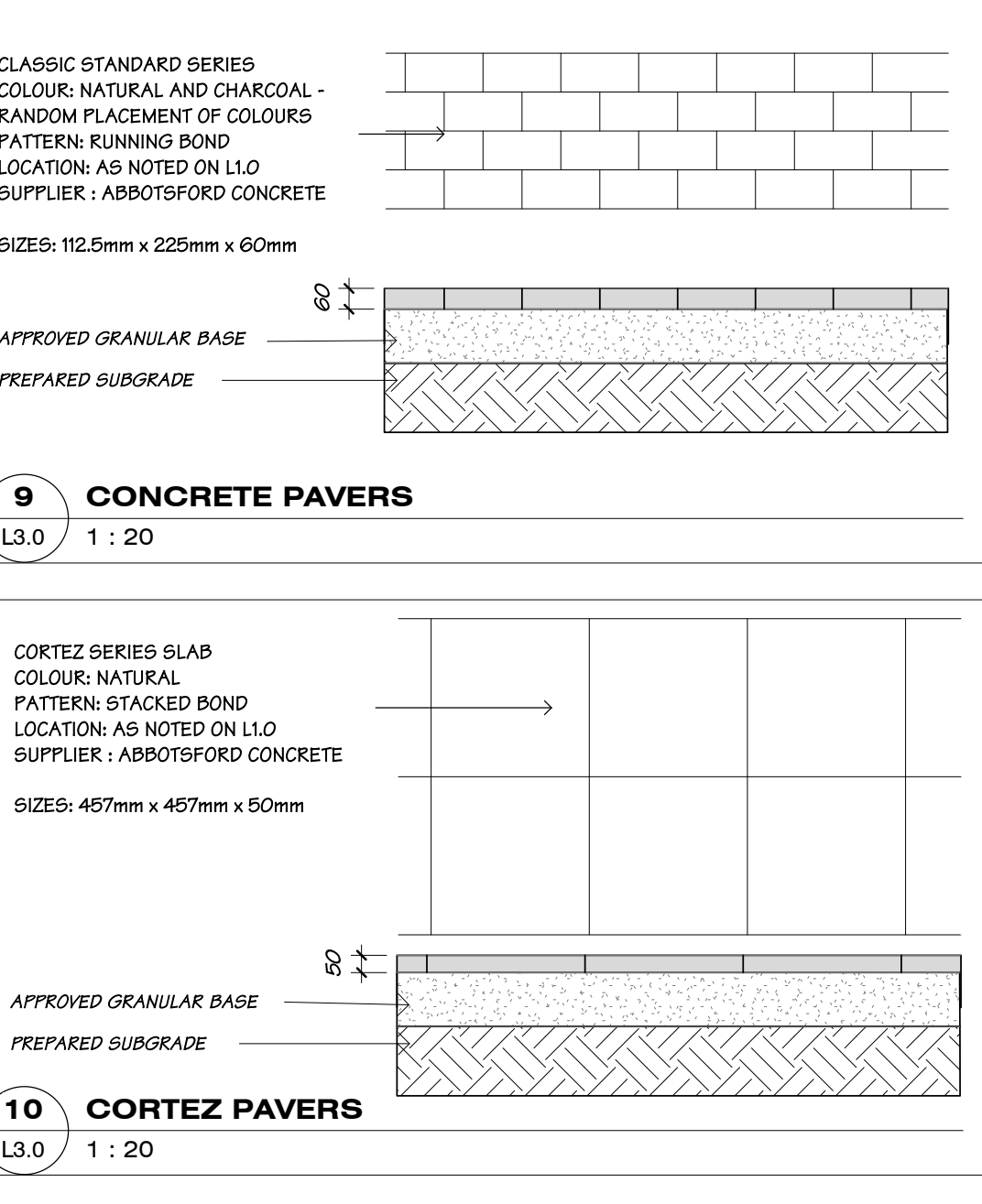
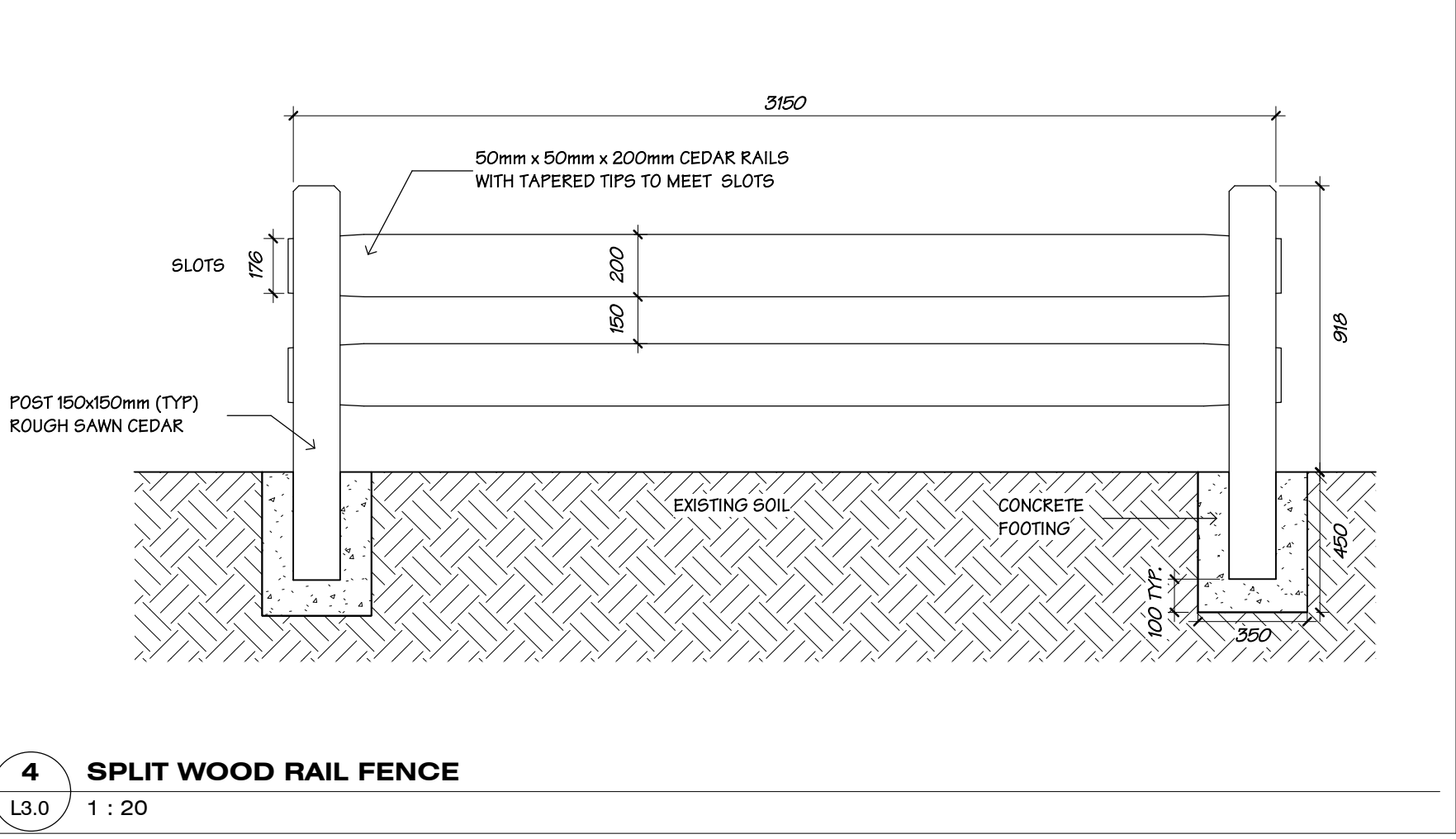
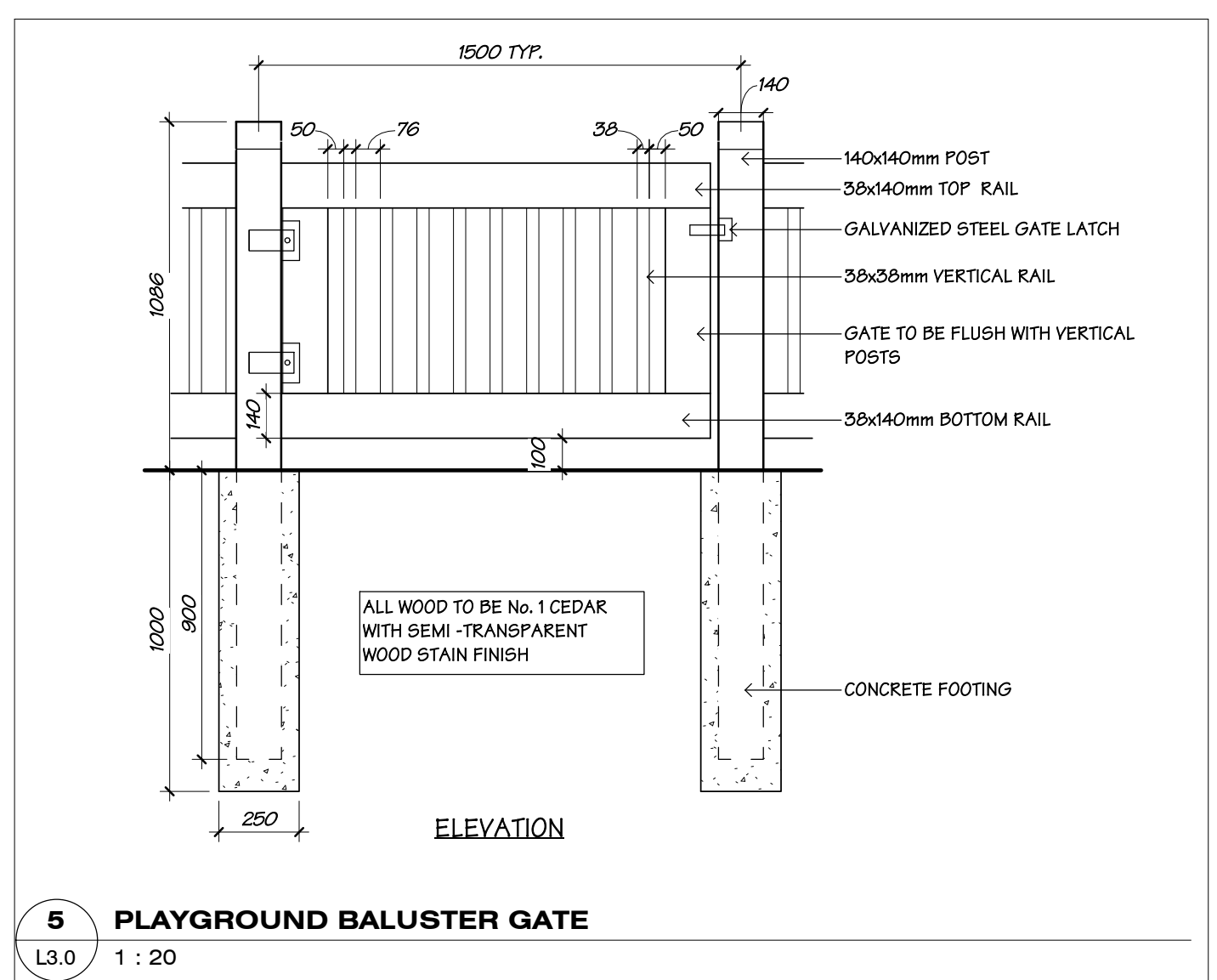
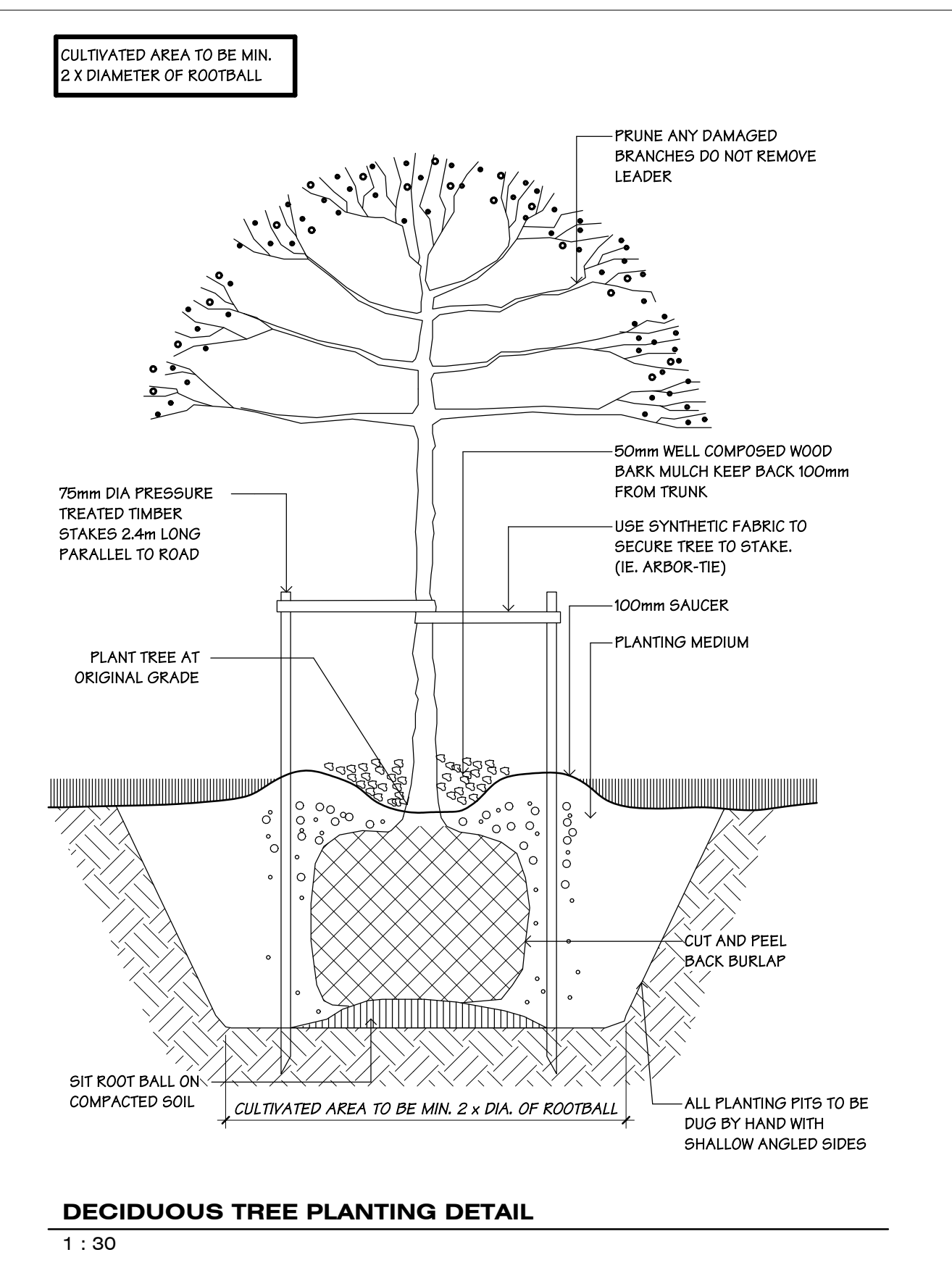
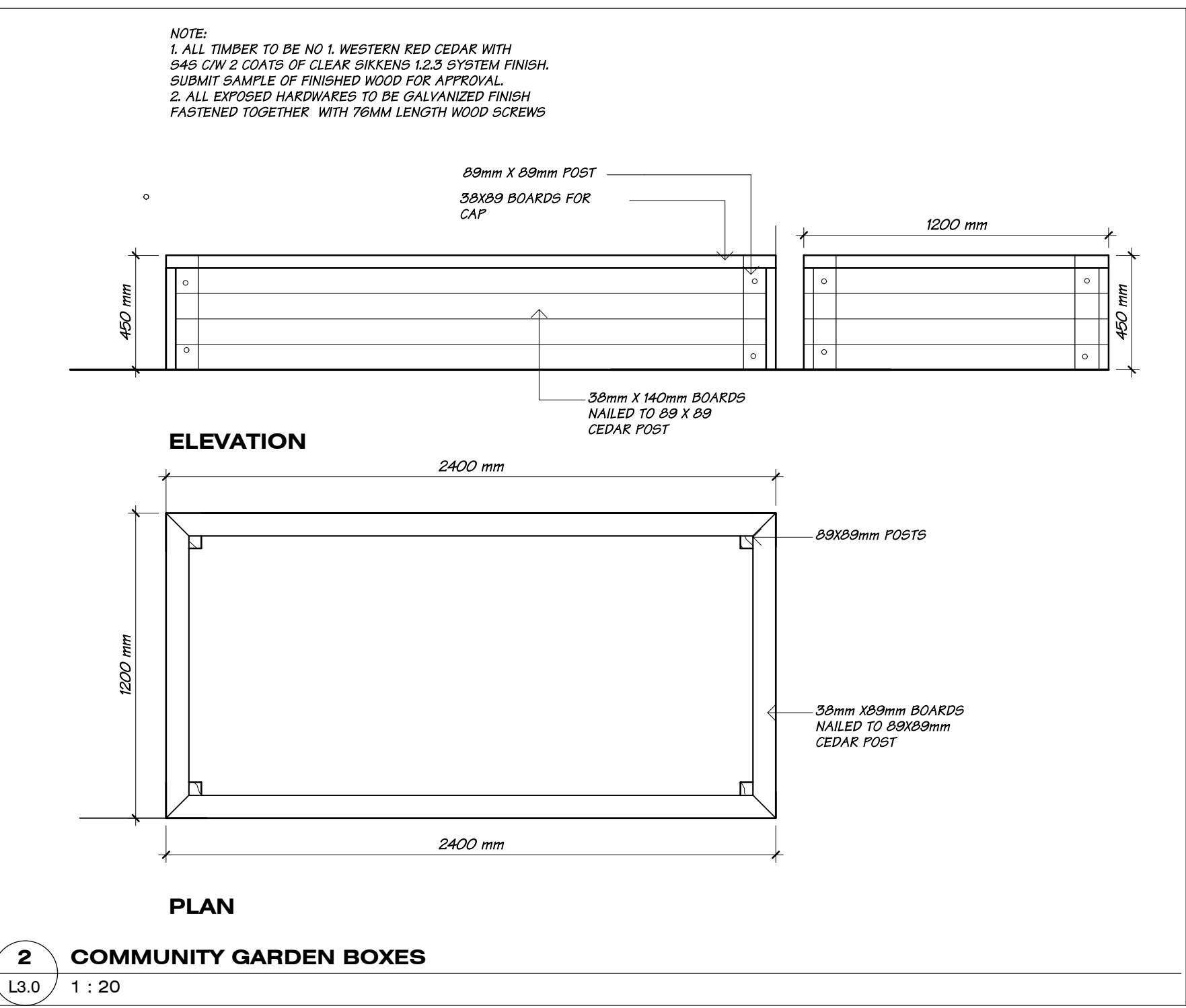
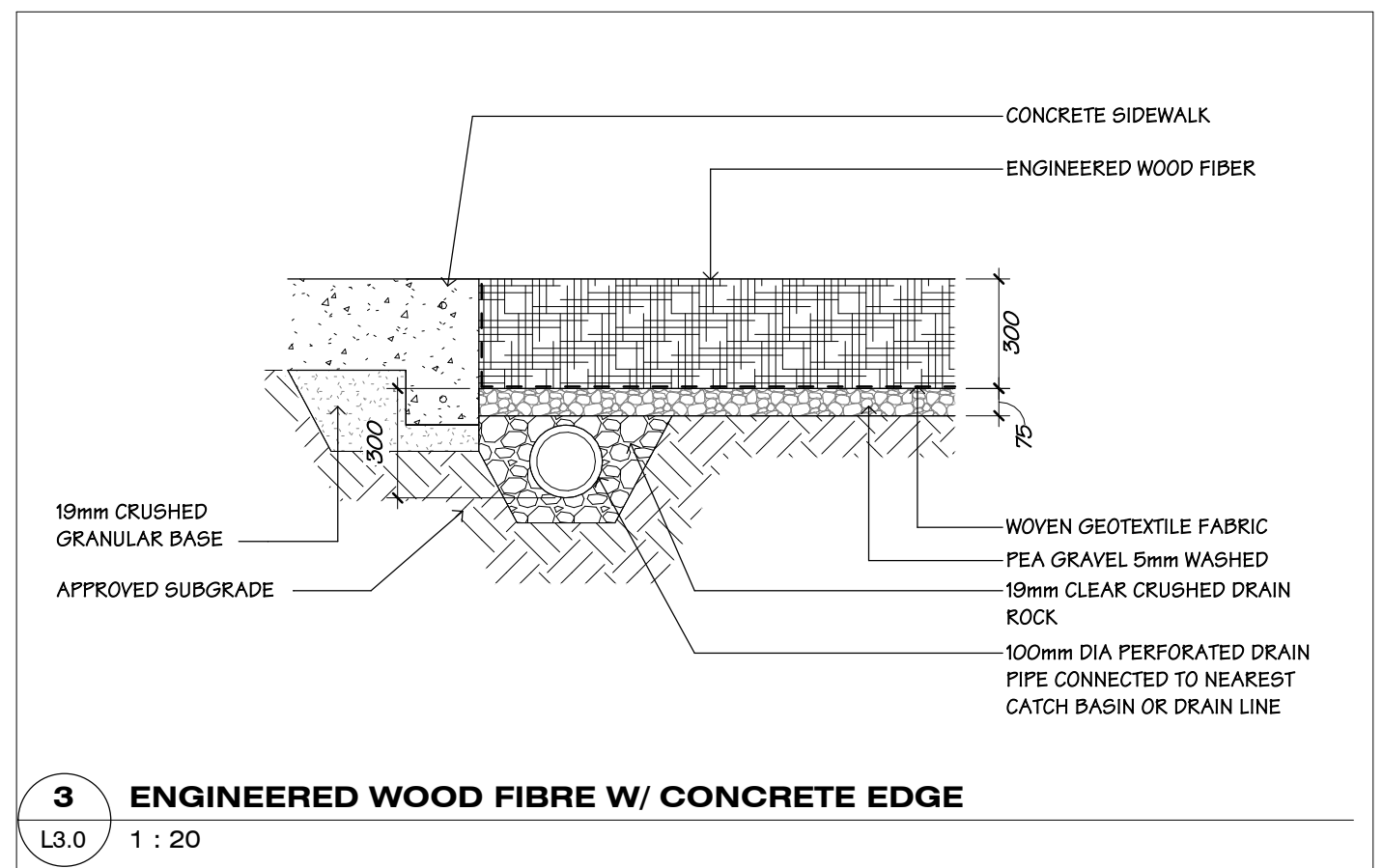
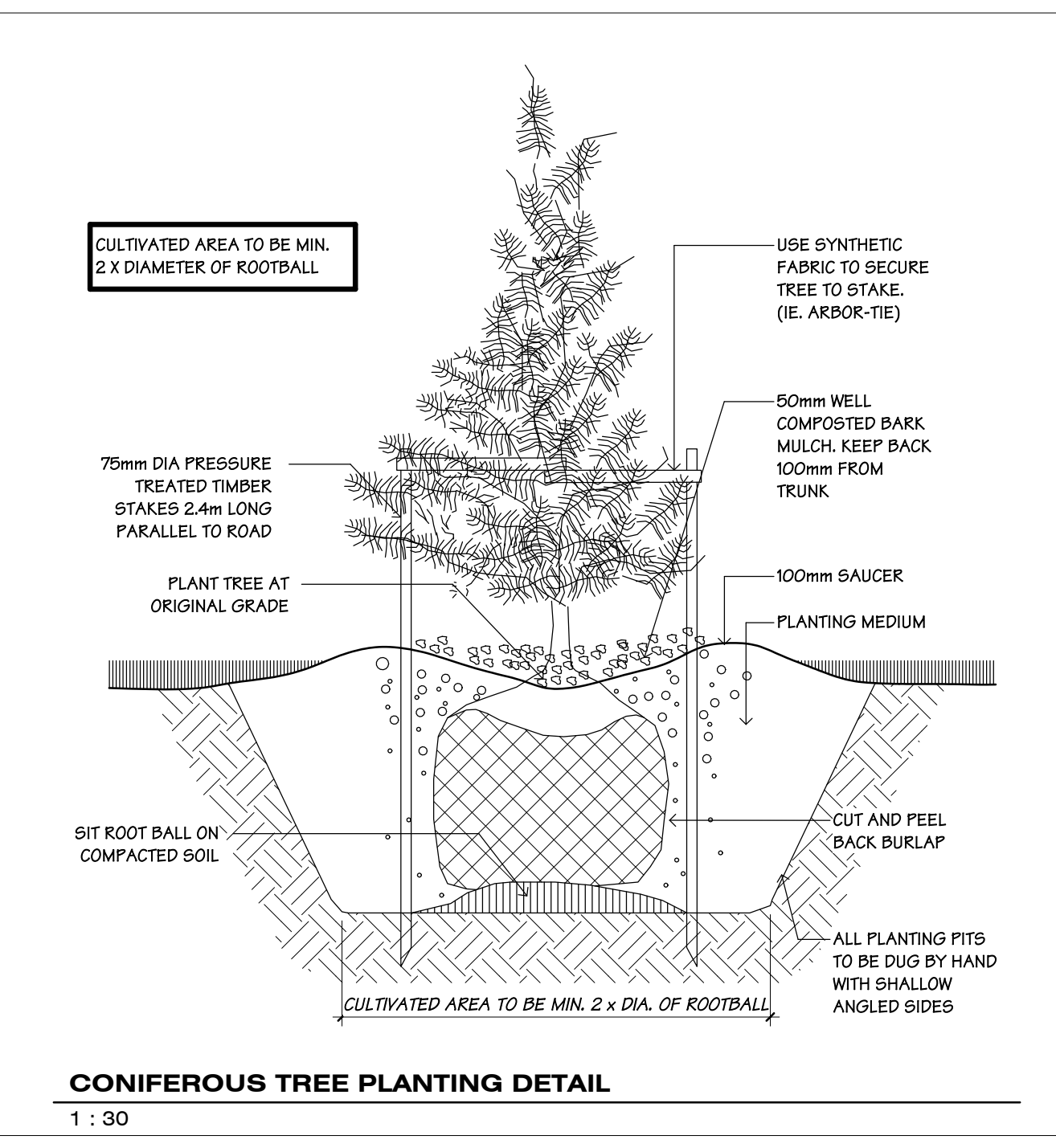
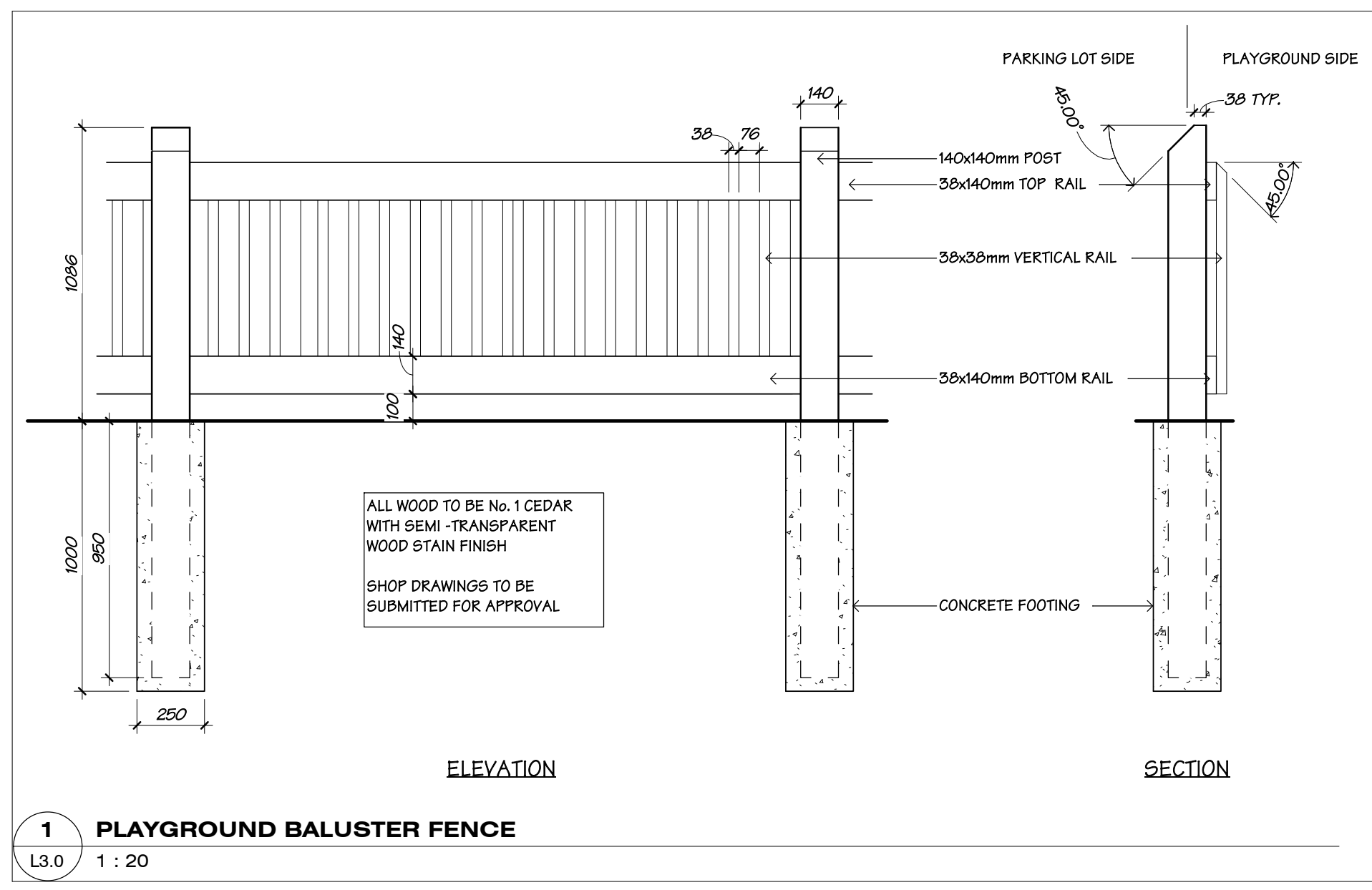
PLANTING SCHEDULE - SHRUBS

TYPE	QUANTITY	LATIN NAME	COMMON NAME	SIZE	ROOTS	REMARKS
"B"	84	AZALEA JAPONICA	EVERGREEN AZALEA			
	75	CORNUS SERICEA FLAVIRAMEA	YELLOWTWIG DOGWOOD			
	76	PHILADELPHUS LEWISII	MOCK ORANGE			
	74	PHYSOCARPUS OPULIFOLIUS DIABLO	NINEBARK			
	72	ROSA NUTKANA	NOOTKA ROSE			

PLANTING SCHEDULE - PERENNIAL

TYPE	QUANTITY	LATIN NAME	COMMON NAME	SIZE	ROOTS	REMARKS
PERENNIALS	60	ASTILBE X ARDENSII	'ELIZABETH BLOOM' ASTILBE	450mm O.C.		
	42	CHRYSANTHEMUM X SUPERBUM	SEDGEWICK SHASTA DAISY	300mm O.C.		
	73	COREOPSIS VERTICILLATA 'GOLDEN SHOWERS' / GOLDEN SHOWERS TICKSEED	'ELIZABETH BLOOM' ASTILBE	450mm O.C.		
	74	ECHINACEA PURPUREA	PURPLE CONEFLOWER	450mm O.C.		
	99	HOSTA 'GINKO CRAIG'	GINKO CRAIG HOSTA	500mm O.C.		
	34	SEDUM SPECTABILIS 'AUTUMN JOY'	AUTUMN JOY STONECROP	450mm O.C.		

PLANTING NOTES:  
 NO SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT. AREA OF SEARCH FOR MATERIAL IS TO BE LOWER MAINLAND, FRASER VALLEY, SQUAMISH-LILLOOET REGION.  
 ALL PLANT MATERIALS SHALL BE NURSERY GROWN CONTAINER STOCK AND COMPLY WITH THE STANDARDS OF THE CANADIAN LANDSCAPE STANDARDS - MOST CURRENT EDITION WITH RESPECT TO SIZE, GRADING AND QUALITY



station one architects

Abbotsford 203-2190 W. Railway St V2S 2E2  
Chilliwack 9355 Young Rd V2P 4S3  
604 793 9445

**HARROW ROAD AFFORDABLE HOUSING**  
LOT 2 HARROW ROAD, PEMBERTON

DRAWING NAME

NO.	DATE	DESCRIPTION
A	10.30.2022	ISSUED FOR DP
B	08.12.2022	RE-ISSUED FOR DP
C	2022.09.30	ISSUED FOR DD
D	2023.03.28	ISSUED FOR 50%

LANDSCAPE DETAILS

JOB NO. 20123  
SCALE As indicated  
DATE 2023.10.02

FOR THE ARCHITECT'S REVIEW ONLY. THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION. THE ARCHITECT'S OFFICE SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS. THE ARCHITECT'S OFFICE SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO PROPERTY OR PERSONS ARISING FROM THE USE OF THIS DRAWING. ALL RIGHTS RESERVED. THE ARCHITECT'S OFFICE SHALL NOT BE RESPONSIBLE FOR THE PRESSURE OR PERMISSION OF OTHERS.

**L3.0**

**GENERAL NOTES**

- ANY SIGNIFICANT REVISIONS TO THESE DRAWINGS MUST BE APPROVED BY THE OWNER'S ENGINEER, WHO SHALL REVIEW ANY CHANGES WITH THE MUNICIPAL ENGINEER, PRIOR TO ANY CONSTRUCTION.
- WORKSAFE BC IS TO BE GIVEN NOTICE OF CONSTRUCTION PRIOR TO THE START OF CONSTRUCTION.
- EXISTING UNDERGROUND UTILITIES ARE TO BE LOCATED (EXCAVATED AND SURVEYED) PRIOR TO INSTALLING ANY NEW UNDERGROUND SERVICES. ANY DISCREPANCY IN ELEVATION OR LOCATION IS TO BE REFERRED TO KM CIVIL CONSULTANTS IMMEDIATELY.
- THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR THE REPAIR OF ANY DAMAGE CAUSED TO EXISTING STREETS OR SERVICES BY CONSTRUCTION EQUIPMENT AND/OR TRUCKS HAULING MATERIALS TO THE SITE. THIS WILL INCLUDE DAILY CLEANING AND SWEEPING OF EXISTING ROADS OF DIRT AND DEBRIS CAUSED BY CONSTRUCTION ACTIVITY.
- TRAFFIC CONTROL IS TO BE MAINTAINED AT ALL TIMES WHEN WORKING ON OR ADJACENT TO MUNICIPAL RIGHTS-OF-WAY (SIGNS, BARRICADES, CERTIFIED FLAGPERSONS).
- CONSTRUCTION IN AND CLOSE TO A WATERCOURSE MUST RECEIVE PRIOR APPROVAL FROM THE PROVINCIAL MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY AND/OR THE FEDERAL DEPT. OF FISHERIES AND OCEANS, WHERE APPLICABLE.
- LEGAL SURVEY POSTS, MONUMENTS, STAKES AND INTEGRATED SURVEY MONUMENTS ARE TO BE REPLACED IF DESTROYED OR DAMAGED DURING CONSTRUCTION AT THE OWNER'S EXPENSE; THIS WORK IS TO BE UNDERTAKEN BY A B.C. LAND SURVEYOR UNLESS OTHERWISE NOTED.
- THE VILLAGE OF PEMBERTON'S SURVEY MONUMENTS ARE TO BE PROTECTED. SHOULD THEY REQUIRE RAISING OR RELOCATING, THE CONTRACTOR MUST NOTIFY THE MUNICIPAL INSPECTOR AT LEAST 72 HOURS IN ADVANCE OF SCHEDULING WORK AFFECTING THEM.
- MATERIAL SUPPLIED AND CONSTRUCTION PERFORMED ARE TO BE IN ACCORDANCE WITH THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2011, MMCD SPECIFICATIONS, AND APPLICABLE DESIGN CRITERIA AND SPECIFICATION STANDARD DRAWINGS IN EFFECT AT THE TIME OF DRAWING ACCEPTANCE.
- APPROVED GRANULAR MATERIAL MUST BE USED FOR BACKFILL IN TRENCHES WHEN INSIDE ROAD LIMITS. APPROVED NATIVE MATERIAL MAY BE USED ONLY AS CONFIRMED IN WRITING BY A GEOTECHNICAL ENGINEER, AND ACCEPTED BY THE MUNICIPAL ENGINEER.
- WHERE UTILITY OR SERVICE CROSSINGS ARE REQUIRED ACROSS EXISTING PAVEMENT, ALL EXISTING PAVEMENT, BOULEVARDS, DRIVEWAYS, ETC. WHICH ARE DISTURBED DURING CONSTRUCTION MUST BE RESTORED TO ORIGINAL OR BETTER CONDITION, WHERE NO IMPROVEMENT IS OTHERWISE PROPOSED UNDER THIS CONTRACT. EXISTING DRIVEWAYS MUST BE SHAPED ACROSS THE WIDTH OF BOULEVARD TO FORM A SMOOTH TRANSITION WITH NEW PAVEMENT. THE FINISHED PAVEMENT SURFACE OVER TRENCH EXCAVATIONS MUST BLEND IN SMOOTHLY WITH EXISTING PAVEMENT.
- WHERE INFILLING OF DITCHES ETC. IS REQUIRED OR PROPOSED, AND WHERE SERVICES ARE CONSTRUCTED IN FILL SECTIONS, THE FILL MATERIAL MUST BE APPROVED GRANULAR MATERIAL PLACED IN LIFTS NOT EXCEEDING 300mm AND COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
- FIGURED DIMENSIONS SHALL GOVERN OVER SCALED DIMENSIONS.
- ALL REFERENCES TO MMCD REFER TO THE 2019 EDITION.

**ROADWORKS**

- THE CONTRACTOR IS TO ENGAGE A GEOTECHNICAL ENGINEER TO PERFORM IN-PLACE TESTING DURING THE PREPARATION OF THE SUBGRADE AND CONSTRUCTION OF THE ROAD STRUCTURE TO VERIFY THE ADEQUACY OF THE PROPOSED AND EXISTING ROAD STRUCTURE AND SUBGRADE.
- CHANGES OF GRADE ARE TO BE FORMED BY SMOOTH VERTICAL CURVES. GRADE TRANSITIONS ARE TO BE FORMED TO BE UNNOTICABLE TO VEHICULAR TRAFFIC WHEN BEING TRAVERSED.
- LOOSE OR ORGANIC MATERIAL IS TO BE EXCAVATED FROM ROADWAY PRISM.
- GRANULAR SUB-BASE AND OTHER BASE MATERIALS MUST BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
- THE ROAD BASE MUST EXTEND A MINIMUM OF 0.3m BEYOND THE SIDEWALK AND/OR CURB & GUTTER.
- CATCH BASIN ELEVATIONS GIVEN ARE FOR TOP OF RIM. RIM IS TO BE SET 30mm BELOW GUTTER GRADE.
- EXISTING VALVE BOXES, MANHOLES, ETC, WITHIN THE RIGHT-OF-WAY ARE TO BE ADJUSTED TO FINISHED GRADE.
- PLACEMENT OF ASPHALT CONCRETE AND PORTLAND CEMENT CONCRETE IS TO BE UNDERTAKEN ONLY WHEN WEATHER CONDITIONS ARE IN CONFORMANCE WITH MMCD SPECIFICATIONS.
- UNLESS OTHERWISE ACCEPTED BY THE MUNICIPAL ENGINEER, ASPHALT CONCRETE IS TO BE LAID IN A MINIMUM OF 2 LIFTS TO A MAXIMUM OF 85mm PER LIFT AND A MINIMUM OF 35mm PER LIFT.
- ASPHALT TAPERS TO BE CONSTRUCTED TO PAVEMENT DESIGN SPECIFICATIONS AS SHOWN IN THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2011.
- MACHINERY AND MATERIALS MUST NOT BE PARKED OR PLACED IN THE MUNICIPAL RIGHT-OF-WAY OVERNIGHT WHERE POSSIBLE. ANY SUCH PLACEMENT WILL REQUIRE A HIGHWAY USE PERMIT AND ILLUMINATED BARRICADES AND SIGNAGE.

**WATERWORKS**

- FOR TYPICAL "UTILITY TRENCH" SECTION DETAIL, SEE MMCD STANDARD DETAIL DRAWING. PAVEMENT RESTORATION TO BE IN ACCORDANCE WITH THE VILLAGE OF PEMBERTON STANDARDS.
- WATERMAIN MATERIALS MUST CONFORM TO MMCD MASTER MUNICIPAL SPECIFICATIONS, AND SCHEDULE 'B' OF THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2011.
- TIE-INS OF PROPOSED MAINS AND SERVICE CONNECTIONS TO EXISTING WATERMAINS WILL BE PERFORMED BY THE VILLAGE OF PEMBERTON AT THE DEVELOPER'S EXPENSE.
- NEW WATERMAIN IS TO BE INSTALLED TO WITHIN 2.0m OF EXISTING WATERMAIN AT CONNECTION LOCATION EXCEPT AS ACCEPTED BY THE VILLAGE OF PEMBERTON.

- THE CONTRACTOR MUST ENSURE NEW WATERMAIN ELEVATION MATCHES EXISTING WATERMAIN ELEVATION AT THE CONNECTION LOCATION.
- THE CONTRACTOR MUST EXPOSE AND CONFIRM ELEVATION & OFFSET OF ALL UTILITIES BETWEEN NEW WATERMAIN & EXISTING WATERMAIN AT THE CONNECTION LOCATION.
- CONNECTIONS MUST NOT BE MADE WITHIN 1.0m OF EXISTING CONNECTIONS, BENDS, VALVES, OR OTHER SYSTEM FITTINGS.
- MINIMUM COVER ON WATERMAINS IS TO BE 1.8m.
- WATER SERVICE CONNECTIONS ARE TO BE SET SO THAT AN ADJUSTMENT OF 200mm ABOVE FINAL GRADE IS AVAILABLE BY THE TELESCOPING BURY-BOX, MINIMUM DEPTH 0.80m, MAXIMUM DEPTH 1.0m.
- HYDRANTS IN URBAN AREAS MUST BE SUPPLIED WITH THE CORRECT DEPTH OF BURY TO MEET FINAL BOULEVARD GRADES. FOR HYDRANT DETAILS, SEE MMCD OR VILLAGE OF PEMBERTON STANDARD DRAWINGS.
- FOR VALVE-BOX AND VALVE INSTALLATION DETAILS, SEE MMCD STANDARD DRAWING.
- THRUST BLOCKS AS SHOWN ON MMCD STANDARD DRAWING ARE TO BE LOCATED AT VALVES, BENDS, TEES, WYES, REDUCERS AND PLUGS. REVERSE THRUST BLOCKS ARE REQUIRED ON CAPS AND BLOWOFFS
- HYDRANTS MUST HAVE A 1.2m OFFSET FROM PROPERTY LINE UNLESS OTHERWISE NOTED. DURING CONSTRUCTION, AND AT ANY TIME PRIOR TO ACCEPTANCE OF WATERMAINS BY THE VILLAGE OF PEMBERTON, THE CONTRACTOR SHALL INSTALL A 300mm X 300mm SQUARE 19mm SHEET OF PLYWOOD (PAINTED WHITE) OVER THE PUMPER NOZZLE OF EACH HYDRANT TO INDICATE THAT THE HYDRANT IS NOT IN SERVICE. HYDRANTS TO HAVE A STORZ QUICK RELEASE NOZZLE INSTALLED.
- THE CONTRACTOR MUST ENSURE THAT ALL SECTIONS OF LINES HAVE TEST POINTS AND TEMPORARY BLOW-OFFS SUITABLE TO ENSURE ADEQUATE PRESSURE TESTING, CHLORINATION AND FLUSHING. DISCHARGE OF CHLORINATED WATER IS NOT PERMITTED INTO DITCHES, STORM SEWERS OR WATERCOURSES UNLESS NEUTRALIZED WITH SODIUM THIO SULPHATE OR APPROVED EQUIVALENT ACCEPTED BY THE VILLAGE OF PEMBERTON.
- TESTING AND CHLORINATION OF WATERMAINS IS THE RESPONSIBILITY OF THE CONTRACTOR WITH INSPECTION AUTHORIZED BY THE VILLAGE OF PEMBERTON. WATERMAINS MUST PASS PRESSURE AND BACTERIOLOGICAL TESTING BEFORE CONNECTION IS MADE TO EXISTING WATER SYSTEM.
- WHERE APPLICABLE, ALL SERVICE CONNECTIONS ARE TO BE MARKED ON THE CURB WITH A 2mm DEEP SAW CUT AND A 50mm x 100mm STAKE 0.3m FROM PROPERTY LINE. BOTH ARE TO BE PAINTED BLUE.

**STORM SEWER**

- STORM SEWER MATERIALS ARE TO CONFORM TO THE MMCD SPECIFICATIONS AND PART 10 OF THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2011.
- FOR TYPICAL "UTILITY TRENCH" SECTION DETAIL, SEE MMCD STANDARD DETAIL DRAWING.
- EXISTING DRAINS FROM PRIVATE PROPERTIES ARE TO BE TIED INTO THE NEW STORM SYSTEM WHEN INFILLING EXISTING DITCHES, CONNECTIONS ARE NOT TO PROTRUDE INTO MAIN.
- FOR TYPICAL CATCH BASIN DETAILS REFER TO MMCD STANDARD DETAIL DRAWING UNLESS OTHERWISE SPECIFIED BY MUNICIPAL ENGINEER.
- ALL SINGLE CATCH BASIN LEADS ARE TO BE MINIMUM 200mm DIAMETER, ALL DOUBLE CATCH BASIN LEADS ARE TO BE MINIMUM 250mm DIAMETER. NO CURVES OR BENDS ARE PERMITTED IN THE LEADS.
- ALL STORM SEWER SERVICE CONNECTIONS ARE TO BE MINIMUM 100mm DIAMETER FOR RESIDENTIAL AND 150mm FOR INDUSTRIAL/COMMERCIAL.
- DIAMETER OF ALL STORM SEWER MANHOLES MUST CONFORM TO THE MMCD STANDARD DETAIL DRAWING UNLESS OTHERWISE NOTED.
- MANUFACTURED WYES ARE TO BE USED ON STORM PIPE UNDER 450mm DIAMETER.
- STORM SEWERS ARE TO BE CONSTRUCTED WITH SEALED JOINTS UNLESS OTHERWISE SPECIFIED ON THE DESIGN DRAWINGS.
- WHERE APPLICABLE ALL STORM SEWER CONNECTIONS ARE TO BE MARKED BY ALL OF THE FOLLOWING - 2mm DEEP SAW CUT ON THE CURB, 50mm x 100mm STAKE (PAINTED GREEN) AND PLACED AT END OF PIPE, AND THE END OF THE PIPE TO BE CAPPED AND PAINTED GREEN. STORM IC LID IS ALSO PAINTED GREEN.
- TOP OF INSPECTION CHAMBER STANDPIPES IS TO BE CONSTRUCTED TO 600mm ABOVE FINAL LOT GRADE.
- SEWER MAINS AND CONNECTIONS TO BE VIDEO INSPECTED PRIOR TO USE. CONTRACTOR TO PROVIDE A VIDEO COPY ON DVD TO THE VILLAGE OF PEMBERTON.

**SANITARY SEWER**

- SANITARY SEWER MATERIALS MUST CONFORM TO THE MMCD SPECIFICATIONS AND PART 10 OF THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2011.
- MANHOLE DETAILS TO BE IN ACCORDANCE WITH MMCD STANDARD DETAIL DRAWINGS.
- FOR TYPICAL DETAILS OF ALL SEWER CONNECTIONS, SEE VILLAGE OF PEMBERTON SUPPLEMENTARY DRAWINGS.
- FOR TYPICAL "UTILITY TRENCH" SECTION DETAIL SEE MMCD STANDARD DETAIL DRAWING.
- SERVICE CONNECTIONS ARE AS PER DRAWING No. 2
- TOP OF INSPECTION CHAMBER STANDPIPES ARE TO BE CONSTRUCTED TO 600mm ABOVE FINAL LOT GRADE.
- NEW SEWER LINES TIED INTO EXISTING LINES MUST BE PLUGGED UNTIL THEY ARE TESTED, FLUSHED AND ACCEPTED BY THE VILLAGE OF PEMBERTON.
- SERVICE CONNECTIONS MUST BE MADE TO THE MAIN WHEREVER POSSIBLE. SHOULD A CONNECTION HAVE TO BE MADE TO A MANHOLE, IT MUST BE AT A HIGHER ELEVATION THAN THE CROWN OF THE HIGHEST EXISTING SEWER MAIN ENTERING THE MANHOLE.
- TIE-INS OF PROPOSED MAINS TO EXISTING SANITARY SEWER MAINS ARE TO BE PERFORMED BY THE CONTRACTOR.
- TESTING IS THE RESPONSIBILITY OF THE CONTRACTOR WITH INSPECTION AUTHORIZED BY THE MUNICIPAL ENGINEER. SEWER MAINS MUST PASS PRESSURE TESTING BEFORE CONNECTION IS MADE TO EXISTING SEWER SYSTEM.

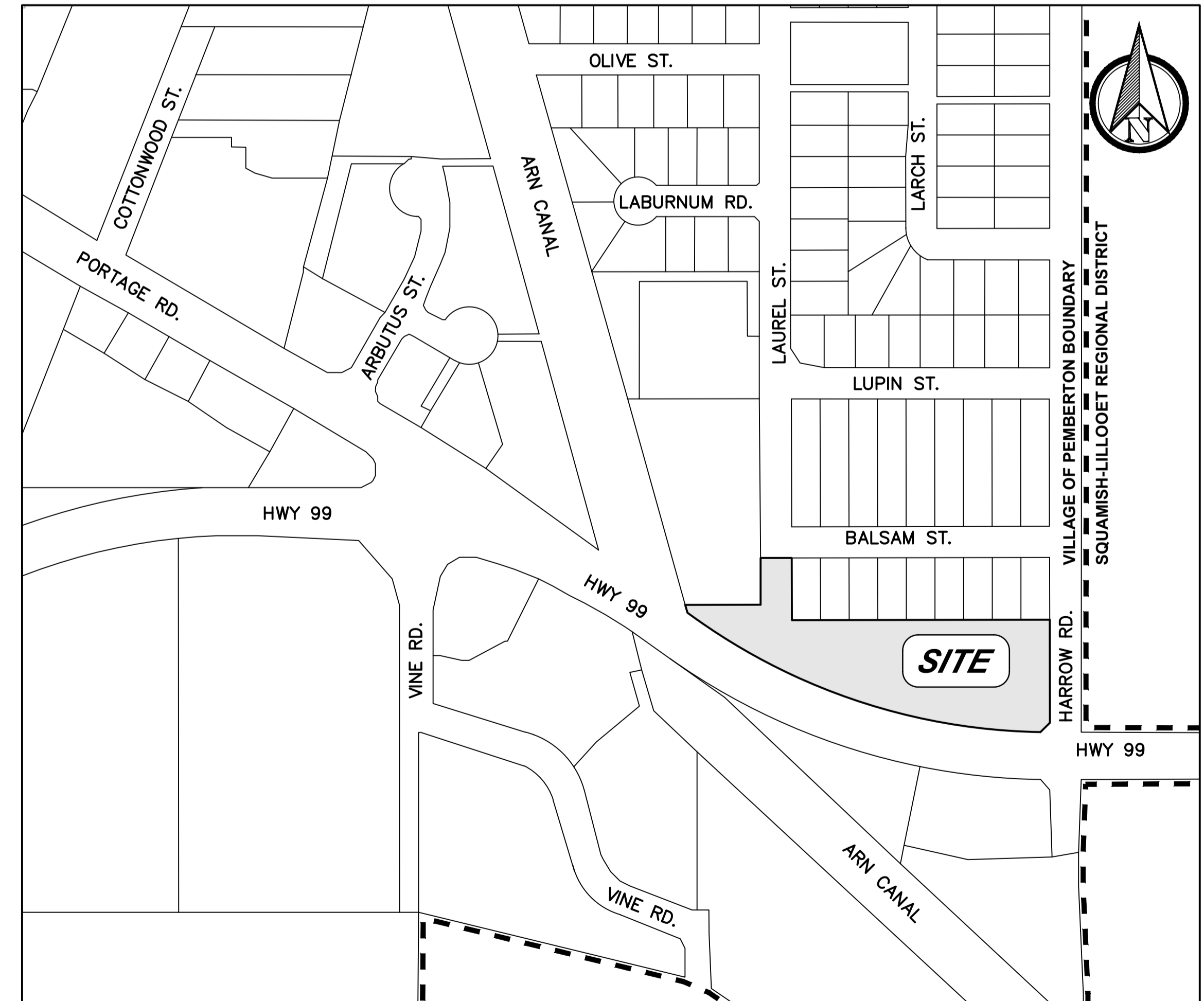
- THE CONTRACTOR MUST DISCONNECT AND SEAL ABANDONED SERVICES TO THE ACCEPTANCE OF THE MUNICIPAL ENGINEER.
- CONNECTIONS TO MAIN MUST BE PERPENDICULAR TO MAIN EXCEPT AS ACCEPTED BY THE MUNICIPAL ENGINEER.
- WHERE APPLICABLE, ALL SANITARY SEWER CONNECTIONS ARE TO BE MARKED BY ALL OF THE FOLLOWING - 2mm DEEP SAW CUT ON CURB, 50mm x 100mm STAKE (PAINTED RED) AT END OF PIPE, AND THE END OF THE PIPE TO BE PAINTED RED. SANITARY I.C. LID IS ALSO PAINTED RED.
- CONTRACTOR IS RESPONSIBLE FOR ENSURING VILLAGE OF PEMBERTON INSPECTOR IS PRESENT TO WITNESS SERVICE CONNECTION TIE-INS TO EXISTING SEWERS.
- SEWER MAINS AND CONNECTIONS TO BE VIDEO INSPECTED PRIOR TO USE. CONTRACTOR TO PROVIDE A VIDEO COPY ON DVD TO THE VILLAGE OF PEMBERTON.

**SILTATION CONTROL**

- THE CONTRACTOR SHALL ENSURE THAT TEMPORARY SILTATION CONTROL IS PROVIDED DURING CONSTRUCTION AS REQUIRED BY PROVINCIAL MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY AND/OR THE FEDERAL DEPT. OF FISHERIES AND OCEANS AND AS SPECIFIED IN PART 10 OF THE VILLAGE OF PEMBERTON SUBDIVISION AND DEVELOPMENT CONTROL SERVICING STANDARDS BYLAW No. 677, 2015, UNTIL 90% OF THE CONSTRUCTION IS COMPLETE.
- THE CONTRACTOR TO RETAIN THE SERVICES OF AN ENVIRONMENTAL CONSULTANT TO REGULARLY MONITOR AND, IF NECESSARY, MODIFY SILTATION CONTROL MEASURES DURING VARIOUS PHASES OF CONSTRUCTION.
- THE CONTRACTOR TO MAINTAIN EXISTING ROADS IN A CLEAN CONDITION BY SWEEPING ACCEPTABLE TO THE MUNICIPALITY.
- THE CONTRACTOR TO COVER ALL EXCAVATED MATERIAL WITH POLY AND INSTALL A PERIMETER SILT FENCE AROUND STOCKPILED MATERIALS.

DRAWING INDEX	
SHEET NO.	DRAWING TITLE
1	LOCATION PLAN AND GENERAL NOTES
2	SITE GRADING PLAN
3	SITE SERVICING PLAN
4	CONSTRUCTION DETAILS
5	EROSION AND SEDIMENT CONTROL DETAILS
6	EROSION AND SEDIMENT CONTROL PLAN: STAGE 1
7	EROSION AND SEDIMENT CONTROL PLAN: STAGE 2
8	EROSION AND SEDIMENT CONTROL PLAN: STAGE 3

LEGEND		Schedule D
PROPOSED	EXISTING	DESCRIPTION
		BENCH MARK - GEODETIC DATUM
		GRAVEL SURFACE TREATMENT
		EDGE OF PAVEMENT
		CURB AND GUTTER
		SANITARY SEWER
		SANITARY FORCE MAIN
		SANITARY SEWER SERVICE (c/w INSPECTION CHAMBER)
		STORM SEWER
		STORM SEWER SERVICE (c/w INSPECTION CHAMBER)
		CATCH BASIN - TOP INLET
		CATCH BASIN - SIDE INLET
		CATCH BASIN - ROUND
		SWALE
		DITCH
		SIDEWALK (ASPHALT)
		SIDEWALK (CONCRETE)
		WATERMAIN
		WATER SERVICE CONNECTION
		WATER VALVE
		AIR VALVE
		HYDRANT AND VALVE ASSEMBLY
		CAPPED END
		BLOW-OFF
		TEMPORARY BLOW-OFF
		JUNCTION BOX
		UNDERGROUND HYDRO/TELEPHONE
		GAS MAIN
		UTILITY POLE
		UTILITY POLE WITH LIGHT
		STREET LIGHT



**LOCATION PLAN**  
SCALE 1:2500

FILE # 20231124-0012 Loc 2 - Harrow Rd., Pemberton, SCSB Housing2-Draft-Civil-CURBENR1910133-C-0145.dwg

No.	DATE	REVISION	DRN	TECH	ENG
13	2023.11.24	REISSUED FOR DEVELOPMENT PERMIT	NWP	JKC	PRG
12	2023.10.24	REVISED TRAIL ALIGNMENT	NWP	JKC	PRG
11	2023.09.22	DRAFT ISSUED FOR TENDER FOR BC HOUSING	NWP	JKC	PRG
10	2023.07.18	ISSUED FOR BUILDING PERMIT	NWP	JKC	PRG
9	2023.06.19	REVISED PER MOTI COMMENTS	NWP	JKC	PRG
8	2023.02.24	ISSUED FOR 50% REVIEW	NWP	JKC	PRG

LEGAL DESCRIPTION:  
LOT 2, DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.

BENCHMARK:  
ELEVATIONS ARE ON CGVD288C GEODETIC DATUM AND WERE DERIVED FROM NATURAL RESOURCE CANADA'S PPP SERVICE USING GNSS OBSERVATIONS.

**KM Civil**  
CONSULTANTS LTD.

ABBOTSFORD OFFICE  
# 400 - 34077 Gladys Avenue  
Abbotsford, BC V2S 2E8  
Tel: 604-853-8831 Fax: 604-853-1580

VANCOUVER OFFICE  
# 110 - 2920 Virtual Way  
Vancouver, BC V5M 0C4  
Tel: 604-294-6662 Fax: 604-294-6665

EGBC PERMIT TO PRACTICE No. 1000138

**YELLOWRIDGE CONSTRUCTION LTD.**

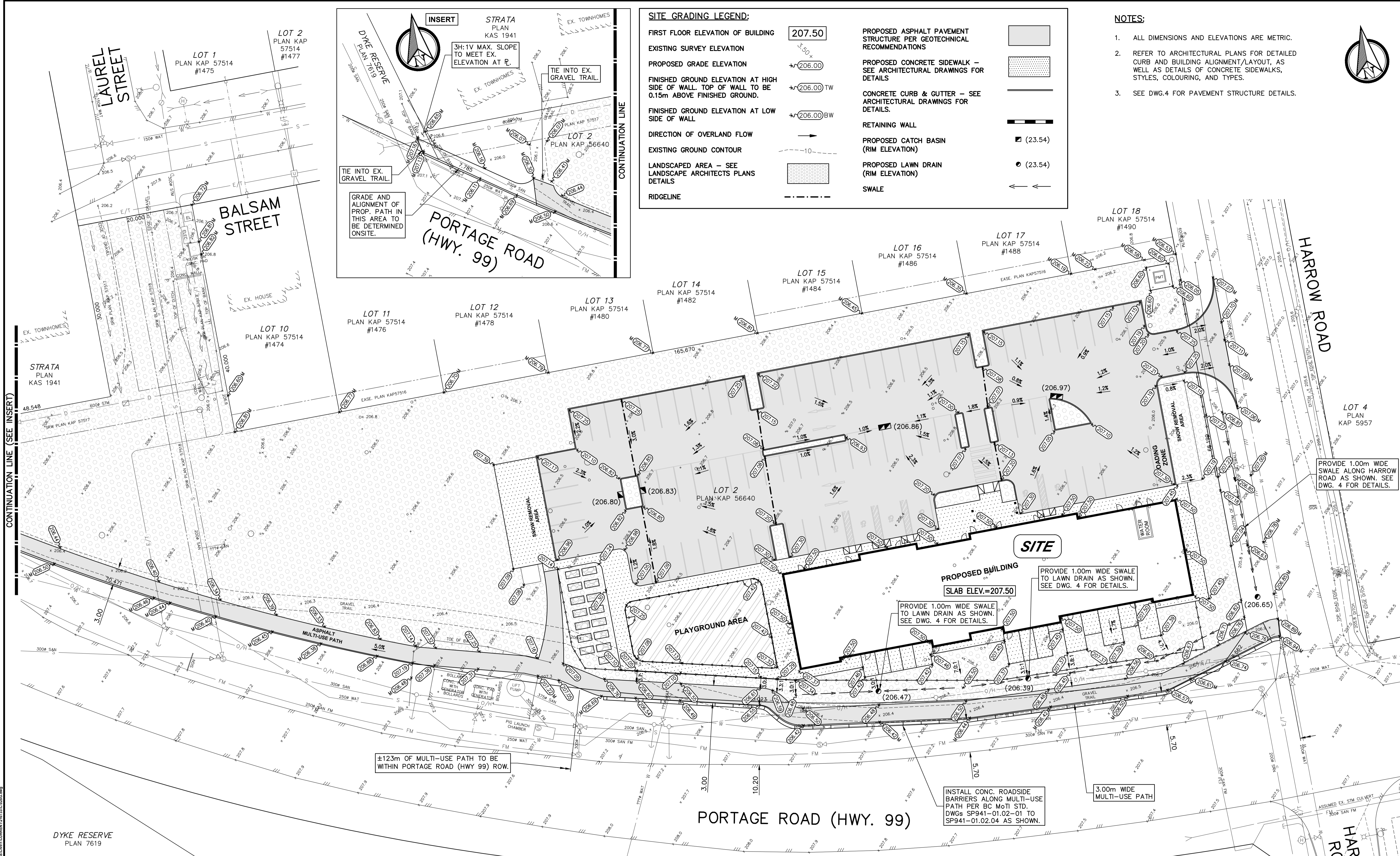
200-2605 CLARKE STREET,  
PORT MOODY, B.C., V3H 1Z4  
ATTENTION: RONALDO DUFOUR  
TEL: (604)936-2605 EMAIL: info@yellowridge.ca

**LOCATION PLAN AND GENERAL NOTES**

7000, HARROW RD., PEMBERTON, B.C.

DESIGNED: JKC DRAWN: DBL REVIEWED: PRG APPROVED: PRG SCALE: HORIZ. AS SHOWN VERT.

MUNICIPAL PROJECT NUMBER:	DRAWING No.:
MUNICIPAL DRAWING NUMBER:	<b>1</b>
KM CIVIL PROJECT No.:	of <b>8</b>
<b>210733-C</b>	REVISION No.:
DATE: <b>JANUARY, 2022</b>	REVISION No. <b>13</b>



**SITE GRADING LEGEND:**

FIRST FLOOR ELEVATION OF BUILDING	207.50	PROPOSED ASPHALT PAVEMENT STRUCTURE PER GEOTECHNICAL RECOMMENDATIONS	[Symbol]
EXISTING SURVEY ELEVATION	3.50+	PROPOSED CONCRETE SIDEWALK - SEE ARCHITECTURAL DRAWINGS FOR DETAILS	[Symbol]
PROPOSED GRADE ELEVATION	+206.00	CONCRETE CURB & GUTTER - SEE ARCHITECTURAL DRAWINGS FOR DETAILS.	[Symbol]
FINISHED GROUND ELEVATION AT HIGH SIDE OF WALL. TOP OF WALL TO BE 0.15m ABOVE FINISHED GROUND.	+206.00 TW	RETAINING WALL	[Symbol]
FINISHED GROUND ELEVATION AT LOW SIDE OF WALL	+206.00 BW	PROPOSED CATCH BASIN (RIM ELEVATION)	■ (23.54)
DIRECTION OF OVERLAND FLOW	[Symbol]	PROPOSED LAWN DRAIN (RIM ELEVATION)	○ (23.54)
EXISTING GROUND CONTOUR	-10-	SWALE	[Symbol]
LANDSCAPED AREA - SEE LANDSCAPE ARCHITECTS PLANS DETAILS	[Symbol]		
RIDGELINE	[Symbol]		

- NOTES:**
- ALL DIMENSIONS AND ELEVATIONS ARE METRIC.
  - REFER TO ARCHITECTURAL PLANS FOR DETAILED CURB AND BUILDING ALIGNMENT/LAYOUT, AS WELL AS DETAILS OF CONCRETE SIDEWALKS, STYLES, COLOURING, AND TYPES.
  - SEE DWG.4 FOR PAVEMENT STRUCTURE DETAILS.

**BEFORE YOU DIG**  
 EXISTING UNDERGROUND UTILITIES SHOWN ON THIS DRAWING WERE COMPILED FROM A COMBINATION OF VARIOUS AS-CONSTRUCTED RECORD DRAWINGS AND SOME FIELD SURVEYS. THIS INFORMATION IS NOT NECESSARILY ACCURATE OR COMPLETE AND MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION WHERE POTENTIAL CONFLICTS EXIST. CONTRACTOR TO CONTACT TELUS, B.C. HYDRO, FORTISBC AND BC ONE CALL PRIOR TO CONSTRUCTION TO CONFIRM LOCATIONS OF UTILITIES AND APPURTENANCES REQUIRING ADJUSTMENT. ANY DISCREPANCIES REQUIRING CHANGES TO THE DESIGN MUST BE REPORTED TO KM CIVIL CONSULTANTS IMMEDIATELY.

No.	DATE	REVISION	DRN	TECH	ENG
13	2023.11.24	REISSUED FOR DEVELOPMENT PERMIT	NWP	JKC	PRG
12	2023.10.24	REVISED TRAIL ALIGNMENT	NWP	JKC	PRG
11	2023.09.22	DRAFT ISSUED FOR TENDER FOR BC HOUSING	NWP	JKC	PRG
10	2023.07.18	ISSUED FOR BUILDING PERMIT	NWP	JKC	PRG
9	2023.06.19	REVISED PER MOTI COMMENTS	NWP	JKC	PRG
8	2023.02.24	ISSUED FOR 50% REVIEW	NWP	JKC	PRG

**LEGAL DESCRIPTION:**  
 LOT 2, DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.

**BENCHMARK:**  
 ELEVATIONS ARE ON CGVD2883 GEODETIC DATUM AND WERE DERIVED FROM NATURAL RESOURCE CANADA'S PPP SERVICE USING GNSS OBSERVATIONS.

**KM Civil CONSULTANTS LTD.**  
 LEGAL PERMIT TO PRACTICE No. 1000138

ABBOTSFORD OFFICE  
 # 400 - 34077 Gladys Avenue  
 Abbotsford, BC V2S 2E8  
 Tel: 604-853-8831 Fax: 604-853-1580

VANCOUVER OFFICE  
 # 110 - 2920 Virtual Way  
 Vancouver, BC V5M 0C4  
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**YELLOWRIDGE CONSTRUCTION LTD.**

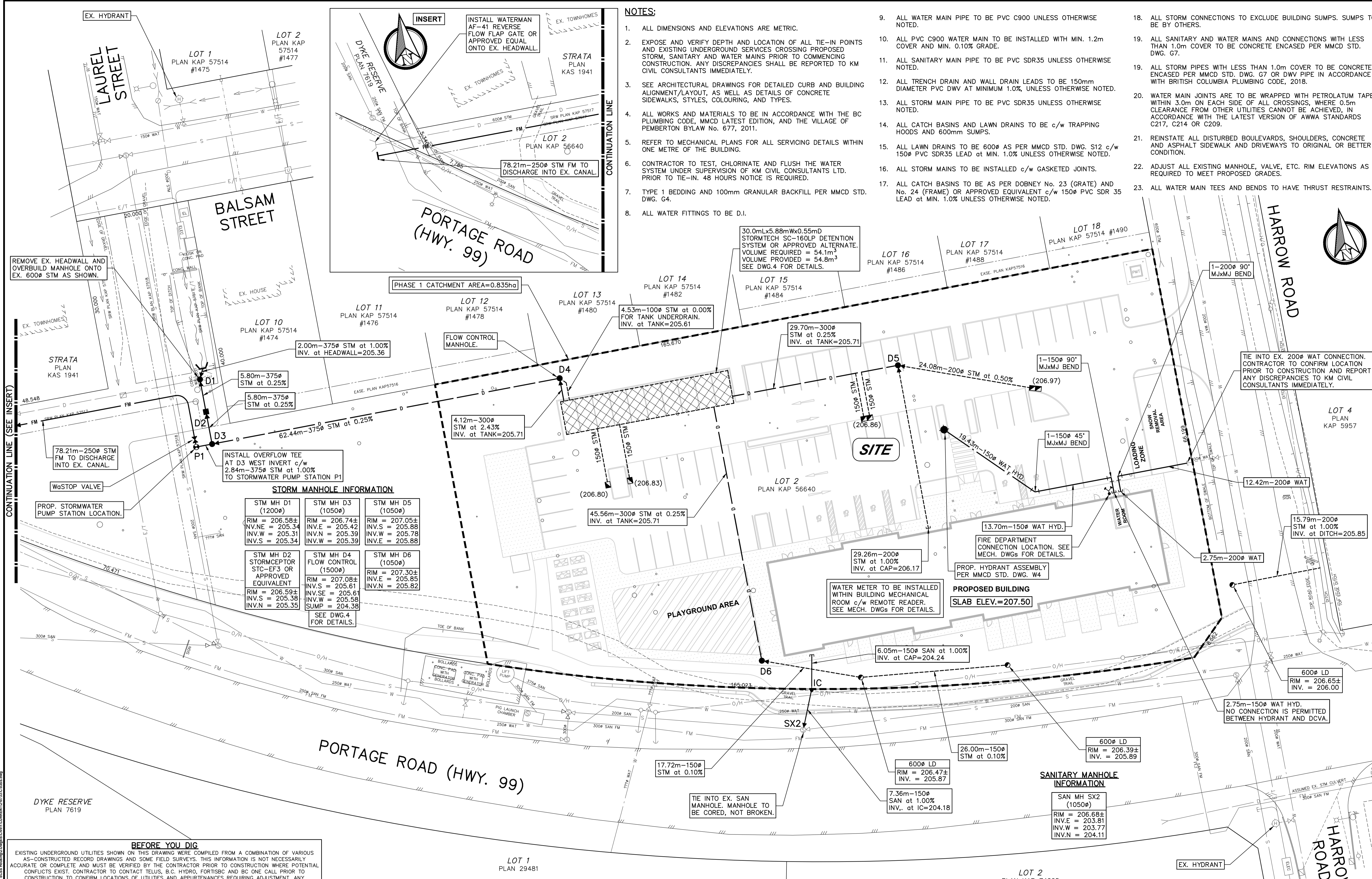
200-2605 CLARKE STREET,  
 PORT MOODY, B.C., V3H 1Z4  
 ATTENTION: RONALDO DUFOUR  
 TEL: (604)936-2605 EMAIL: info@yellowridge.ca

**SITE GRADING PLAN**

7000, HARROW RD., PEMBERTON, B.C.

DESIGNED: JKC DRAWN: NWP REVIEWED: PRG APPROVED: PRG SCALE: HORIZ: 1:300 VERT:

MUNICIPAL PROJECT NUMBER: 210733-C  
 MUNICIPAL DRAWING NUMBER: 2  
 KM CIVIL PROJECT No.: 210733-C  
 DATE: JANUARY, 2022  
 REVISION No. 13



**NOTES:**

- ALL DIMENSIONS AND ELEVATIONS ARE METRIC.
- EXPOSE AND VERIFY DEPTH AND LOCATION OF ALL TIE-IN POINTS AND EXISTING UNDERGROUND SERVICES CROSSING PROPOSED STORM, SANITARY AND WATER MAINS PRIOR TO COMMENCING CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO KM CIVIL CONSULTANTS IMMEDIATELY.
- SEE ARCHITECTURAL DRAWINGS FOR DETAILED CURB AND BUILDING ALIGNMENT/LAYOUT, AS WELL AS DETAILS OF CONCRETE SIDEWALKS, STYLES, COLOURING, AND TYPES.
- ALL WORKS AND MATERIALS TO BE IN ACCORDANCE WITH THE BC PLUMBING CODE, MMCD LATEST EDITION, AND THE VILLAGE OF PEMBERTON BYLAW No. 677, 2011.
- REFER TO MECHANICAL PLANS FOR ALL SERVICING DETAILS WITHIN ONE METRE OF THE BUILDING.
- CONTRACTOR TO TEST, CHLORINATE AND FLUSH THE WATER SYSTEM UNDER SUPERVISION OF KM CIVIL CONSULTANTS LTD. PRIOR TO TIE-IN. 48 HOURS NOTICE IS REQUIRED.
- TYPE 1 BEDDING AND 100mm GRANULAR BACKFILL PER MMCD STD. DWG. G4.
- ALL WATER FITTINGS TO BE D.I.
- ALL WATER MAIN PIPE TO BE PVC C900 UNLESS OTHERWISE NOTED.
- ALL PVC C900 WATER MAIN TO BE INSTALLED WITH MIN. 1.2m COVER AND MIN. 0.10% GRADE.
- ALL SANITARY MAIN PIPE TO BE PVC SDR35 UNLESS OTHERWISE NOTED.
- ALL TRENCH DRAIN AND WALL DRAIN LEADS TO BE 150mm DIAMETER PVC DW AT MINIMUM 1.0%, UNLESS OTHERWISE NOTED.
- ALL STORM MAIN PIPE TO BE PVC SDR35 UNLESS OTHERWISE NOTED.
- ALL CATCH BASINS AND LAWN DRAINS TO BE c/w TRAPPING HOODS AND 600mm SUMPS.
- ALL LAWN DRAINS TO BE 600Ø AS PER MMCD STD. DWG. S12 c/w 150Ø PVC SDR35 LEAD AT MIN. 1.0% UNLESS OTHERWISE NOTED.
- ALL STORM MAINS TO BE INSTALLED c/w GASKETED JOINTS.
- ALL CATCH BASINS TO BE AS PER DOBNEY No. 23 (GRATE) AND No. 24 (FRAME) OR APPROVED EQUIVALENT c/w 150Ø PVC SDR 35 LEAD AT MIN. 1.0% UNLESS OTHERWISE NOTED.
- ALL STORM CONNECTIONS TO EXCLUDE BUILDING SUMPS. SUMPS TO BE BY OTHERS.
- ALL SANITARY AND WATER MAINS AND CONNECTIONS WITH LESS THAN 1.0m COVER TO BE CONCRETE ENCASED PER MMCD STD. DWG. G7.
- ALL STORM PIPES WITH LESS THAN 1.0m COVER TO BE CONCRETE ENCASED PER MMCD STD. DWG. G7 OR DWV PIPE IN ACCORDANCE WITH BRITISH COLUMBIA PLUMBING CODE, 2018.
- WATER MAIN JOINTS ARE TO BE WRAPPED WITH PETROLATUM TAPE WITHIN 3.0m ON EACH SIDE OF ALL CROSSINGS, WHERE 0.5m CLEARANCE FROM OTHER UTILITIES CANNOT BE ACHIEVED, IN ACCORDANCE WITH THE LATEST VERSION OF AWWA STANDARDS C217, C214 OR C209.
- REINSTATE ALL DISTURBED BOULEVARDS, SHOULDERS, CONCRETE AND ASPHALT SIDEWALK AND DRIVEWAYS TO ORIGINAL OR BETTER CONDITION.
- ADJUST ALL EXISTING MANHOLE, VALVE, ETC. RIM ELEVATIONS AS REQUIRED TO MEET PROPOSED GRADES.
- ALL WATER MAIN TEES AND BENDS TO HAVE THRUST RESTRAINTS.

**BEFORE YOU DIG**  
 EXISTING UNDERGROUND UTILITIES SHOWN ON THIS DRAWING WERE COMPILED FROM A COMBINATION OF VARIOUS AS-CONSTRUCTED RECORD DRAWINGS AND SOME FIELD SURVEYS. THIS INFORMATION IS NOT NECESSARILY ACCURATE OR COMPLETE AND MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION WHERE POTENTIAL CONFLICTS EXIST. CONTRACTOR TO CONTACT TELUS, B.C. HYDRO, FORTISBC AND BC ONE CALL PRIOR TO CONSTRUCTION TO CONFIRM LOCATIONS OF UTILITIES AND APPURTENANCES REQUIRING ADJUSTMENT. ANY DISCREPANCIES REQUIRING CHANGES TO THE DESIGN MUST BE REPORTED TO KM CIVIL CONSULTANTS IMMEDIATELY.

No.	DATE	REVISION	DRN	TECH	ENG
13	2023.11.24	REISSUED FOR DEVELOPMENT PERMIT	NWP	JKC	PRG
12	2023.10.24	REVISED TRAIL ALIGNMENT	NWP	JKC	PRG
11	2023.09.22	DRAFT ISSUED FOR TENDER FOR BC HOUSING	NWP	JKC	PRG
10	2023.07.18	ISSUED FOR BUILDING PERMIT	NWP	JKC	PRG
9	2023.06.19	REVISED PER MOTI COMMENTS	NWP	JKC	PRG
8	2023.02.24	ISSUED FOR 50% REVIEW	NWP	JKC	PRG

**LEGAL DESCRIPTION:**  
 LOT 2, DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.

**BENCHMARK:**  
 ELEVATIONS ARE ON CGVD2883 GEODETIC DATUM AND WERE DERIVED FROM NATURAL RESOURCE CANADA'S PPP SERVICE USING GNSS OBSERVATIONS.

**KM Civil CONSULTANTS LTD.**  
 LEGAL DESCRIPTION: LOT 2, DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.  
 EGBIC PERMIT TO PRACTICE No. 1000138

ABBOTSFORD OFFICE  
 # 400 - 34077 Gladys Avenue  
 Abbotsford, BC V2S 2E8  
 Tel: 604-853-8831 Fax: 604-853-1580

VANCOUVER OFFICE  
 # 110 - 2920 Virtual Way  
 Vancouver, BC V5M 0C4  
 Tel: 604-294-6662 Fax: 604-294-6665

**YELLOWRIDGE CONSTRUCTION LTD.**

200-2605 CLARKE STREET,  
 PORT MOODY, B.C., V3H 1Z4  
 ATTENTION: RONALDO DUFOUR  
 TEL: (604)936-2605 EMAIL: info@yellowridge.ca

**SITE SERVICING PLAN**

7000, HARROW RD., PEMBERTON, B.C.

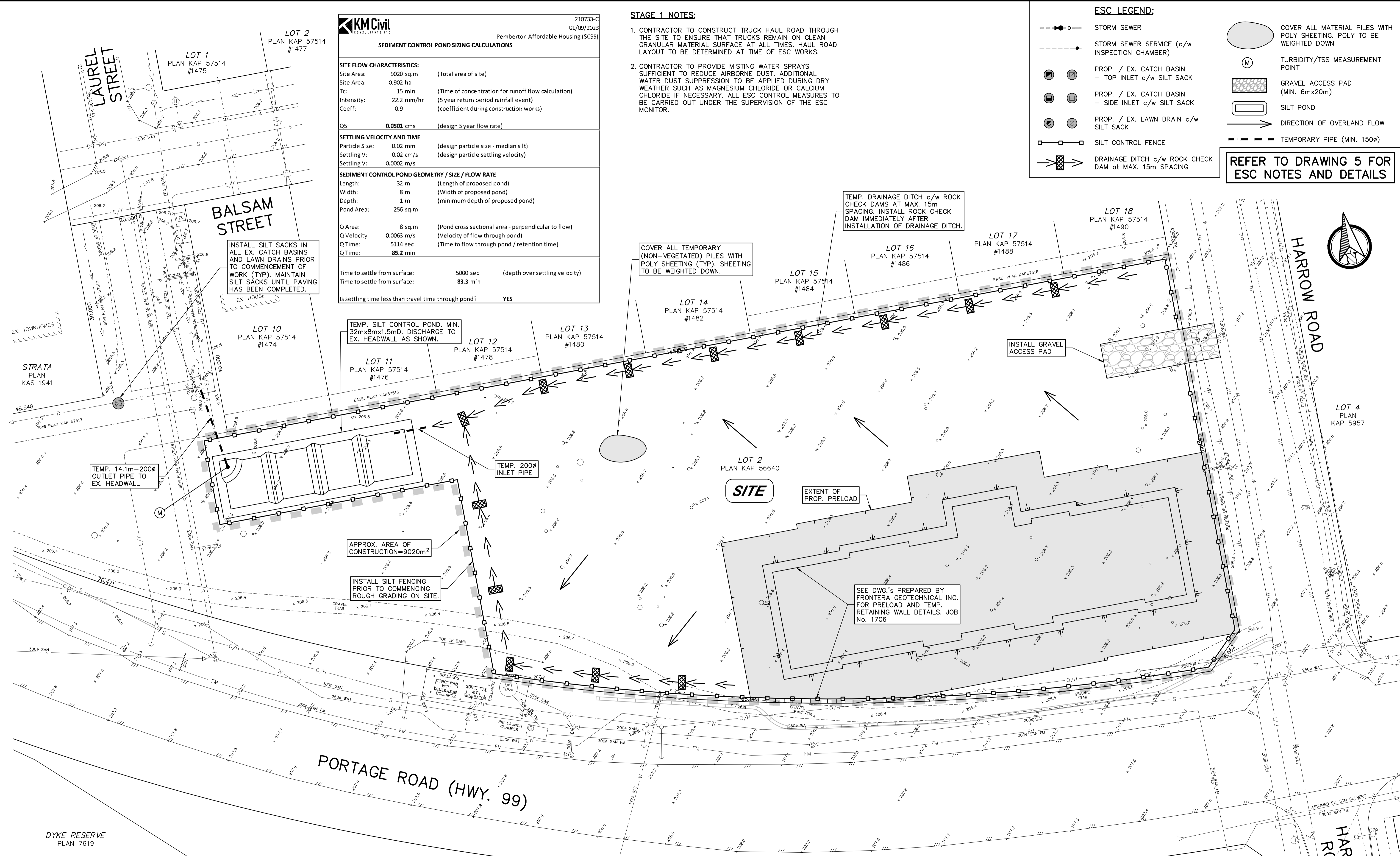
DESIGNED: JKC DRAWN: NWP REVIEWED: PRG APPROVED: PRG SCALE: HORIZ 1:300 VERT.

MUNICIPAL PROJECT NUMBER: 210733-C  
 MUNICIPAL DRAWING NUMBER: 3  
 KM CIVIL PROJECT No.: 210733-C  
 DATE: JANUARY, 2022 REVISION No. 13









**KM Civil** CONSULTANTS LTD. 210733-C 01/09/2023  
Pemberton Affordable Housing (SCS)

**SEDIMENT CONTROL POND SIZING CALCULATIONS**

**SITE FLOW CHARACTERISTICS:**  
 Site Area: 9020 sq.m (Total area of site)  
 Site Area: 0.902 ha  
 Tc: 15 min (Time of concentration for runoff flow calculation)  
 Intensity: 22.2 mm/hr (5 year return period rainfall event)  
 Coeff: 0.9 (coefficient during construction works)

Q5: 0.0501 cms (design 5 year flow rate)

**SETTLING VELOCITY AND TIME**  
 Particle Size: 0.02 mm (design particle size - median silt)  
 Settling V: 0.02 cm/s (design particle settling velocity)  
 Settling V: 0.0002 m/s

**SEDIMENT CONTROL POND GEOMETRY / SIZE / FLOW RATE**  
 Length: 32 m (Length of proposed pond)  
 Width: 8 m (Width of proposed pond)  
 Depth: 1 m (minimum depth of proposed pond)  
 Pond Area: 256 sq.m

Q Area: 8 sq.m (Pond cross sectional area - perpendicular to flow)  
 Q Velocity: 0.0063 m/s (Velocity of flow through pond)  
 Q Time: 51.14 sec (Time to flow through pond / retention time)  
 Q Time: 85.2 min

Time to settle from surface: 5000 sec (depth over settling velocity)  
 Time to settle from surface: 83.3 min

Is settling time less than travel time through pond? **YES**

- STAGE 1 NOTES:**
- CONTRACTOR TO CONSTRUCT TRUCK HAUL ROAD THROUGH THE SITE TO ENSURE THAT TRUCKS REMAIN ON CLEAN GRANULAR MATERIAL SURFACE AT ALL TIMES. HAUL ROAD LAYOUT TO BE DETERMINED AT TIME OF ESC WORKS.
  - CONTRACTOR TO PROVIDE MISTING WATER SPRAYS SUFFICIENT TO REDUCE AIRBORNE DUST. ADDITIONAL WATER DUST SUPPRESSION TO BE APPLIED DURING DRY WEATHER SUCH AS MAGNESIUM CHLORIDE OR CALCIUM CHLORIDE IF NECESSARY. ALL ESC CONTROL MEASURES TO BE CARRIED OUT UNDER THE SUPERVISION OF THE ESC MONITOR.

**ESC LEGEND:**

- o--- STORM SEWER
- o--- STORM SEWER SERVICE (c/w INSPECTION CHAMBER)
- PROP. / EX. CATCH BASIN - TOP INLET c/w SILT SACK
- PROP. / EX. CATCH BASIN - SIDE INLET c/w SILT SACK
- PROP. / EX. LAWN DRAIN c/w SILT SACK
- SILT CONTROL FENCE
- o--- DRAINAGE DITCH c/w ROCK CHECK DAM at MAX. 15m SPACING
- COVER ALL MATERIAL PILES WITH POLY SHEETING. POLY TO BE WEIGHTED DOWN
- (M) TURBIDITY/TSS MEASUREMENT POINT
- GRAVEL ACCESS PAD (MIN. 6m x 20m)
- SILT POND
- DIRECTION OF OVERLAND FLOW
- o--- TEMPORARY PIPE (MIN. 150Ø)

**REFER TO DRAWING 5 FOR ESC NOTES AND DETAILS**

**BEFORE YOU DIG**  
 EXISTING UNDERGROUND UTILITIES SHOWN ON THIS DRAWING WERE COMPILED FROM A COMBINATION OF VARIOUS AS-CONSTRUCTED RECORD DRAWINGS AND SOME FIELD SURVEYS. THIS INFORMATION IS NOT NECESSARILY ACCURATE OR COMPLETE AND MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION WHERE POTENTIAL CONFLICTS EXIST. CONTRACTOR TO CONTACT TELUS, B.C. HYDRO, FORTISBC AND BC ONE CALL PRIOR TO CONSTRUCTION TO CONFIRM LOCATIONS OF UTILITIES AND APPURTENANCES REQUIRING ADJUSTMENT. ANY DISCREPANCIES REQUIRING CHANGES TO THE DESIGN MUST BE REPORTED TO KM CIVIL CONSULTANTS IMMEDIATELY.

No.	DATE	REVISION	DRN	TECH	ENG
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11	2023.09.22	DRAFT ISSUED FOR TENDER FOR BC HOUSING	NWP	JKC	PRG
10	2023.07.18	ISSUED FOR BUILDING PERMIT	NWP	JKC	PRG
9	2023.06.19	REVISED PER MOTI COMMENTS	NWP	JKC	PRG
8	2023.02.24	ISSUED FOR 50% REVIEW	NWP	JKC	PRG

**CLEARING, STRIPPING, AND PRELOADING STAGE**

LOT 2 DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.

BENCHMARK: ELEVATIONS ARE ON CGVD28BC GEODETIC DATUM AND WERE DERIVED FROM NATURAL RESOURCE CANADA'S PPP SERVICE USING GNSS OBSERVATIONS.

**KM Civil** CONSULTANTS LTD.  
 EGBC PERMIT TO PRACTICE No. 1000138

ABBOTSFORD OFFICE  
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 Abbotsford, BC V2S 2E8  
 Tel: 604-853-8831 Fax: 604-853-1580

VANCOUVER OFFICE  
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 Vancouver, BC V5M 0C4  
 Tel: 604-294-6662 Fax: 604-294-6665

**YELLOWRIDGE CONSTRUCTION LTD.**

200-2605 CLARKE STREET,  
 PORT MOODY, B.C., V3H 1Z4  
 ATTENTION: RONALDO DUFOUR  
 TEL:(604)936-2605 EMAIL: info@yellowridge.ca

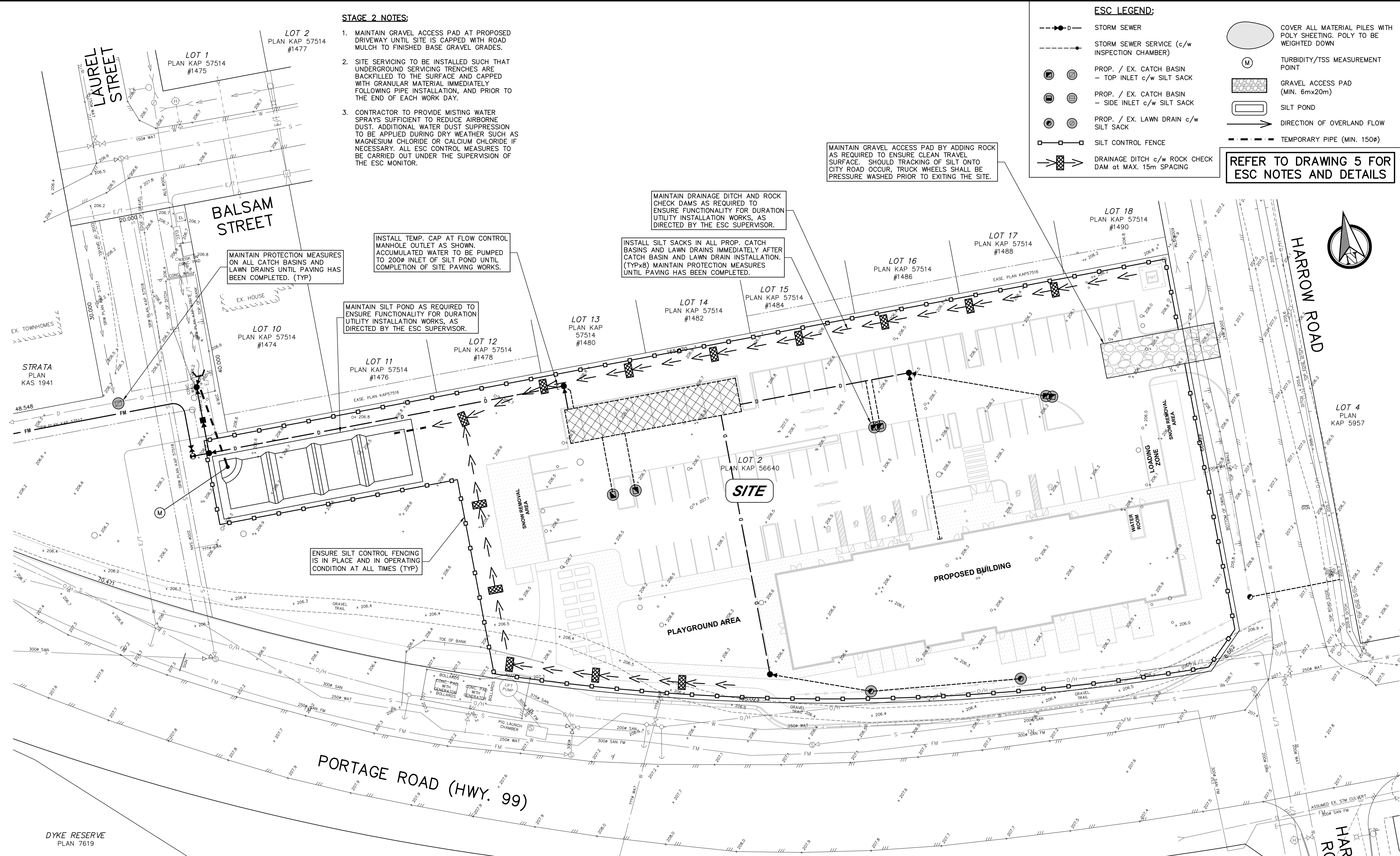
**EROSION AND SEDIMENT CONTROL PLAN: STAGE 1**

7000, HARROW RD., PEMBERTON, B.C.

DESIGNED: JKC DRAWN: NWP REVIEWED: PRG APPROVED: PRG SCALE: HORIZ: 1:300 VERT:

MUNICIPAL PROJECT NUMBER: 210733-C  
 MUNICIPAL DRAWING NUMBER: 6  
 KM CIVIL PROJECT No.: 210733-C  
 DATE: JANUARY, 2022  
 REVISION No. 13

FILE: C:\2023\210733-C\210733-C-0662P-STAGE 1.dwg  
 PLOT DATE: 2023-01-09 10:42:30  
 PLOT BY: KM CIVIL CONSULTANTS LTD.



**STAGE 2 NOTES:**

1. MAINTAIN GRAVEL ACCESS PAD AT PROPOSED DRIVEWAY UNTIL SITE IS CAPPED WITH ROAD MULCH TO FINISHED BASE GRAVEL GRADES.
2. SITE SERVICING TO BE INSTALLED SUCH THAT UNDERGROUND SERVICING TRENCHES ARE BACKFILLED TO THE SURFACE AND CAPPED WITH GRANULAR MATERIAL IMMEDIATELY FOLLOWING PIPE INSTALLATION, AND PRIOR TO THE END OF EACH WORK DAY.
3. CONTRACTOR TO PROVIDE MISTING WATER SPRAYS SUFFICIENT TO REDUCE AIRBORNE DUST. ADDITIONAL WATER DUST SUPPRESSION TO BE APPLIED DURING DRY WEATHER SUCH AS MAGNESIUM CHLORIDE OR CALCIUM CHLORIDE IF NECESSARY. ALL ESC CONTROL MEASURES TO BE CARRIED OUT UNDER THE SUPERVISION OF THE ESC MONITOR.

**ESC LEGEND:**

- STORM SEWER
- STORM SEWER SERVICE (c/w INSPECTION CHAMBER)
- PROP. / EX. CATCH BASIN - TOP INLET c/w SILT SACK
- PROP. / EX. CATCH BASIN - SIDE INLET c/w SILT SACK
- PROP. / EX. LAWN DRAIN c/w SILT SACK
- SILT CONTROL FENCE
- ◇--- DRAINAGE DITCH c/w ROCK CHECK DAM at MAX. 15m SPACING
- COVER ALL MATERIAL PILES WITH POLY SHEETING. POLY TO BE WEIGHTED DOWN
- (M) TURBIDITY/TSS MEASUREMENT POINT
- ▨ GRAVEL ACCESS PAD (MIN. 6m x 20m)
- ▭ SILT POND
- DIRECTION OF OVERLAND FLOW
- ◇--- TEMPORARY PIPE (MIN. 150Ø)

**REFER TO DRAWING 5 FOR ESC NOTES AND DETAILS**

MAINTAIN GRAVEL ACCESS PAD BY ADDING ROCK AS REQUIRED TO ENSURE CLEAN TRAVEL SURFACE. SHOULD TRACKING OF SILT ONTO CITY ROAD OCCUR, TRUCK WHEELS SHALL BE PRESSURE WASHED PRIOR TO EXITING THE SITE.

MAINTAIN DRAINAGE DITCH AND ROCK CHECK DAMS AS REQUIRED TO ENSURE FUNCTIONALITY FOR DURATION UTILITY INSTALLATION WORKS, AS DIRECTED BY THE ESC SUPERVISOR.

INSTALL SILT SACKS IN ALL PROP. CATCH BASINS AND LAWN DRAINS IMMEDIATELY AFTER CATCH BASIN AND LAWN DRAIN INSTALLATION. (TYP x 8) MAINTAIN PROTECTION MEASURES UNTIL PAVING HAS BEEN COMPLETED.

INSTALL TEMP. CAP AT FLOW CONTROL MANHOLE OUTLET AS SHOWN. ACCUMULATED WATER TO BE PUMPED TO 200Ø INLET OF SILT POND UNTIL COMPLETION OF SITE PAVING WORKS.

MAINTAIN SILT POND AS REQUIRED TO ENSURE FUNCTIONALITY FOR DURATION UTILITY INSTALLATION WORKS, AS DIRECTED BY THE ESC SUPERVISOR.

MAINTAIN PROTECTION MEASURES ON ALL CATCH BASINS AND LAWN DRAINS UNTIL PAVING HAS BEEN COMPLETED. (TYP)

ENSURE SILT CONTROL FENCING IS IN PLACE AND IN OPERATING CONDITION AT ALL TIMES (TYP)

**BEFORE YOU DIG**  
EXISTING UNDERGROUND UTILITIES SHOWN ON THIS DRAWING WERE COMPILED FROM A COMBINATION OF VARIOUS AS-CONSTRUCTED RECORD DRAWINGS AND SOME FIELD SURVEYS. THIS INFORMATION IS NOT NECESSARILY ACCURATE OR COMPLETE AND MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION WHERE POTENTIAL CONFLICTS EXIST. CONTRACTOR TO CONTACT TELUS, B.C. HYDRO, FORTISBC AND BC ONE CALL PRIOR TO CONSTRUCTION TO CONFIRM LOCATIONS OF UTILITIES AND APPURTENANCES REQUIRING ADJUSTMENT. ANY DISCREPANCIES REQUIRING CHANGES TO THE DESIGN MUST BE REPORTED TO KM CIVIL CONSULTANTS IMMEDIATELY.

**UTILITY AND ROADWORKS INSTALLATION STAGE**

No.	DATE	REVISION	DRN	TECH	ENG
13	2023.11.24	REISSUED FOR DEVELOPMENT PERMIT	NWP	JKC	PRG
12	2023.10.24	REVISED TRAIL ALIGNMENT	NWP	JKC	PRG
11	2023.09.22	DRAFT ISSUED FOR TENDER FOR BC HOUSING	NWP	JKC	PRG
10	2023.07.18	ISSUED FOR BUILDING PERMIT	NWP	JKC	PRG
9	2023.06.19	REVISED PER MOTI COMMENTS	NWP	JKC	PRG
8	2023.02.24	ISSUED FOR 50% REVIEW	NWP	JKC	PRG

LEGAL DESCRIPTION: LOT 2, DISTRICT LOT 203, LILLOET DISTRICT PLAN KAP56640.  
BENCHMARK: ELEVATIONS ARE ON CGVD288C GEODETIC DATUM AND WERE DERIVED FROM NATURAL RESOURCE CANADA'S PPP SERVICE USING GNSS OBSERVATIONS.

**KM Civil**  
CONSULTANTS LTD.  
EGBC PERMIT TO PRACTICE No. 1000138

ABBOTSFORD OFFICE  
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**YELLOWRIDGE CONSTRUCTION LTD.**

200-2605 CLARKE STREET,  
PORT MOODY, B.C., V3H 1Z4  
ATTENTION: RONALDO DUFOUR  
TEL: (604)936-2605 EMAIL: info@yellowridge.ca

**EROSION AND SEDIMENT CONTROL PLAN: STAGE 2**

7000, HARROW RD., PEMBERTON, B.C.

DESIGNED: JKC DRAWN: NWP REVIEWED: PRG APPROVED: PRG SCALE: HORIZ: 1:300 VERT:

MUNICIPAL PROJECT NUMBER: 210733-C  
DRAWING NO.: 7  
REVISION No. 8  
DATE: JANUARY, 2022

FILE: C:\2023\210733-C\210733-C-0752P - STAGE 2.dwg



**Date:** Tuesday, January 23, 2024

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Sheena Fraser, Corporate & Legislative Services Advisor

**Subject:** Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024 – First, Second and Third Readings

---

### **PURPOSE**

The purpose of this report is to introduce Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024 for consideration of first, second and third Readings.

### **BACKGROUND**

At the Regular Council Meeting No. 1591, held Tuesday, December 5, 2023, Council rose with report from In Camera providing direction to staff to amend the Animal Control Bylaw. The resolution is provided below:

***THAT** Staff be directed to amend the Village of Pemberton Animal Control Bylaw No. 839, 2018 to remove provisions in the bylaw that could be applied with respect to livestock at large.*

This direction was given in response to review of the Animal Control Bylaw and consideration as to whether the bylaw should be applied to enforcement of livestock as well as dogs and backyard hens, which are the intended focus of the bylaw regulations.

Enforcement related to larger animals, such as horses, is challenging as the Village does not have the resources or capacity to support the care of larger animals, should there be a need to apprehend and house them. The cost to facilitate enforcement would be significant as the Village would be responsible for building paddocks and shelters, vet care, and feeding and daily supervision including security. Further, the Village does not have the staffing resources to undertake this type of activity.

As a result, it was determined it would be appropriate to update the Animal Control Bylaw to remove reference to 'animals' which would include 'livestock' and adjust the Village's enforcement to its intended approach, specific to dogs and backyard hens as regulations already exist in relation to these animals.

### **DISCUSSION & COMMENTS**

The bylaw amendment (**Appendix A**) updates several definitions by removing the word 'animal' and replacing it with the words "dog" or "backyard hen" as appropriate and enhances the wording of some definitions for clarity.

For reference, the 2021 consolidation of the bylaw is available on the Village website at the following link: [Animal Control Bylaw No. 839, 2018, Consolidated December 2021](#).

The following definitions have been amended:

<b>Definition</b>	<b>Bylaw No. 839, 2018 Previous Definition</b>	<b>Amending Bylaw No. 955, 2024 New Definition</b>	<b>Comments</b>
“ <i>At Large</i> ”	<i>At Large</i> means with reference to an animal, means being elsewhere than on the property of its <i>Owner</i> or other;	<i>At Large</i> , when used with reference to a <i>Dog</i> or <i>Backyard Hen</i> , means;  i. not within a secure or otherwise fenced in area or not secured by a leash and under the control of a <i>Responsible person</i> or <i>Competent person</i> .	This definition has been amended by removing reference to ‘animal’ and making is specific to ‘dogs and backyard hens’. As well, the review noted the previous definition referenced ‘other’ but did not explain what the ‘other’ was. As such, this definition was clarified by including reference to <i>Responsible person</i> or <i>Competent person</i> .
“ <i>Competent Person</i> ”	<i>Competent person</i> means a person of sufficient age, capacity, height and weight to ensure an animal under their control will be obedient to their commands or to physically restrain the animal if required; <b>(Amendment Bylaw No. 870, 2019)</b>	<i>Competent person</i> means a person of sufficient age, capacity, height, and weight who is physically and mentally able to:  i. ensure a <i>Dog</i> under their control will be obedient to their commands; ii. physically restrain a <i>Dog</i> if required; and iii. at all times ensure compliance with this bylaw in relation to <i>Dogs</i> and the keeping of <i>Backyard Hens</i> .	The definition was amended in 2019 as noted and has been further amended by removing the word ‘animal’ and referencing ‘dog’ under (i) and (ii) and acknowledging backyard hens under (iii) as a means of addressing compliance to the regulations set out in the bylaw.
“ <i>Keep</i> ”	<i>Keep</i> means the act of having the care, custody, control or possession of an animal;	<i>Keep</i> means the act of having the care, custody, control, or possession of a <i>Dog</i> or <i>Backyard Hen</i> ;	The word ‘animal’ has been replaced with ‘dog or backyard hen’.
“ <i>Owner</i> ”	<i>Owner</i> means any person, partnership, association or corporation that owns, possesses or has control, care or custody over an animal;	<i>Owner</i> means any person, partnership, association or corporation that owns, possesses or has control, care or custody over a <i>Dog</i> or <i>Backyard Hen</i> ;	As above.

<b>Definition</b>	<b>Bylaw No. 839, 2018 Previous Definition</b>	<b>Amending Bylaw No. 955, 2024 New Definition</b>	<b>Comments</b>
<i>“Person Responsible”</i>	<i>Person responsible or responsible person means a person who is the owner of the animal; has care, custody or control of the animal; or is keeping or harbouring the animal, provided that where the person is under the age of 19, the parent or guardian of such person is deemed to be the person responsible.</i>	<i>Person responsible or responsible person means a person who is the owner of the Dog or Backyard Hen, has care, custody, or control, of the Dog or Backyard Hen or is keeping or harbouring the Dog or Backyard Hen, provided that where the person is under the age of 19, the parent or guardian of such person is deemed to be the Person responsible.</i>	As above.
Section 5.1	A person aggravated or concerned about a nuisance dog or other animal causing a nuisance may contact a Bylaw Enforcement Officer to deal with the matter.	A person aggravated or concerned about a Nuisance Dog may contact a Bylaw Enforcement Officer to deal with the matter.	Removes reference to “other animal causing a nuisance” to maintain the focus on dogs.

### **COMMUNICATIONS**

This initiative does not include a communications element; however, upon adoption of the Animal Control Amendment Bylaw No. 955, 2024, the amendments will be incorporated into the consolidated version of the bylaw and posted on the Village’s website.

### **LEGAL CONSIDERATIONS**

This bylaw amendment has received legal review to ensure it is in alignment with the powers and authority established by the *Community Charter* and the Village of Pemberton Animal Control Bylaw No. 839, 2018 and to ensure that the amended definitions clearly reflect the intention of the changes made.

### **BUDGET & STAFFING**

The research and preparation of the bylaw and report were facilitated in-house by Corporate & Legislative Services and are an element of the day-to-day activities of the department. As noted, there were some legal costs associated with the review of the amending bylaw to ensure compliance with legislation and to ensure the intent of the changes were correctly reflected.

### **INTERDEPARTMENTAL IMPACT**

Updating the Animal Control Bylaw had no impact on other departments and requires no other approvals.

**COMMUNITY CLIMATE ACTION PLAN**

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

**STRATEGIC PRIORITIES**

This initiative meets with the intent of “Operate with Excellence” by improving operational efficiency and effectiveness to enhance service delivery.

**IMPACT ON THE REGION**

This initiative has no impact on the region or neighbouring jurisdictions.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**RECOMMENDATIONS**

**THAT** Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024 be given first, second and third Readings

**ATTACHMENTS:**

**Appendix A:** Animal Control Bylaw No. 839, 2018, Amendment (Definitions Update) Bylaw No. 955, 2024

Prepared by:	Sheena Fraser, Corporate & Legislative Service Advisor
CAO approval:	Elizabeth Tracy, Chief Administrative Officer

**VILLAGE OF PEMBERTON**  
**AMENDMENT BYLAW No. 955, 2024**

---

**A bylaw to amend Village of Pemberton Animal Control Bylaw No. 839, 2018**

---

**PART 1: CITATION**

- 1.1. This Bylaw may be cited as “Village of Pemberton Animal Control Bylaw No. 839, Amendment (Definition Update) Bylaw No. 955, 2024”.

**PART 2: APPLICATION**

- 2.1. Village of Pemberton Animal Control Bylaw No. 839, 2018 is amended as follows:

- a) By deleting the definition of ‘*At Large*’ and replacing it with a new definition as follows:

*At Large*, when used with reference to a *Dog* or *Backyard Hen*, means;

- i. not within a secure or otherwise fenced in area or not secured by a leash and under the control of a *Responsible person* or *Competent person*.

- b) By deleting the definition of “*Competent person*” and replacing it with a new definition as follows:

*Competent person* means a person of sufficient age, capacity, height, and weight who is physically and mentally able to:

- i. ensure a dog under their control will be obedient to their commands;
- ii. physically restrain a *Dog* if required; and
- iii. at all times ensure compliance with this Bylaw in relation to *Dogs* and the keeping of *Backyard Hens*.

- c) By deleting the definition of “*Keep*” and replacing with a new definition as follows:

*Keep* means the act of having the care, custody, control, or possession of a *Dog* or *Backyard Hen*;



- d) By deleting the definition of “*Owner*” and replacing with a new definition as follows:

*Owner* means any person, partnership, association or corporation that owns, possesses or has control, care or custody over a *Dog* or *Backyard Hen*;

- e) By deleting the definition of “*Person responsible*” and replacing with a new definition as follows:

*Person responsible* or *responsible person* means a person who is the owner of the *Dog* or *Backyard Hen*, has care, custody, or control, of the *Dog* or *Backyard Hen* or is keeping or harbouring the *Dog* or *Backyard Hen*, provided that where the person is under the age of 19, the parent or guardian of such person is deemed to be the *Person responsible*.

- f) By deleting section 5.1 and replacing it with the following:

5.1 A *person* aggravated or concerned about a *Nuisance Dog* may contact a *Bylaw Enforcement Officer* to deal with the matter.

**READ A FIRST TIME** this 23<sup>rd</sup> day of January, 2024.

**READ A SECOND TIME** this 23<sup>rd</sup> day of January, 2024.

**READ A THIRD TIME** this 23<sup>rd</sup> day of January, 2024.

**RECONSIDERED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mike Richman  
Mayor

\_\_\_\_\_  
Gwendolyn Kennedy  
Corporate Officer

RED DEVILS ALUMNI ASSOCIATION PRESENTS

# DAY OF THE DEVILS

November 30, 2023

Mayor & Council  
Village of Pemberton

Re: **Red Devils Alumni Association Fundraiser Donation Request**

Dear Mayor & Council:

Participating on a school sports team has become increasingly more expensive. The combination of increased travel costs and a decline in government funding has created challenging financial situations for many of our students and their families. The Red Devils Alumni Association has a goal of bringing the community together to ensure that our youth continue to have access to athletic opportunities.

The COVID-19 Pandemic resulted in the Alumni Association fundraising efforts being paused until last April when *The Shaker* launched the spring and summer event season in Pemberton, and we plan to do it again in 2024!

We are excited to announce that *The Shaker* will be happening at Pemberton Secondary School on **Saturday, April 20, 2024**. Back by popular demand, The Red Chair Band will be headlining. *The Shaker* will include a cash bar, and silent auction. To make our fundraising event successful, we are looking for support!

Last year the Village of Pemberton generously made a financial contribution of \$250 which was very much appreciated. We are reaching out again to seek your support for our athletes and school teams by sponsoring the event with a cash donation. From your donation, the Village of Pemberton will receive community exposure and will be included in our social media campaign, on signage at the event, and in a thank you advertisement placed in the Whistler Pique Newspaper.

For more information you may also visit our website: [www.reddevilsalumni.com](http://www.reddevilsalumni.com).

The Alumni Association thanks you in advance for considering our request for funding support.

Regards,



Rick King  
President  
Pemberton Red Devils Alumni Association  
[alumnireddevils@gmail.com](mailto:alumnireddevils@gmail.com)

**From:** David MacKenzie <[david@pembertonvalleylodge.com](mailto:david@pembertonvalleylodge.com)>  
**Sent:** Tuesday, December 12, 2023 12:48 PM  
**To:** Mike Richman <[mrichman@pemberton.ca](mailto:mrichman@pemberton.ca)>; Jennie Helmer <[jhelmer@pemberton.ca](mailto:jhelmer@pemberton.ca)>; Ted Craddock <[TCraddock@pemberton.ca](mailto:TCraddock@pemberton.ca)>; Laura Ramsden <[lramsdn@pemberton.ca](mailto:lramsdn@pemberton.ca)>; Katrina Nightingale <[knightingale@pemberton.ca](mailto:knightingale@pemberton.ca)>  
**Cc:** Elizabeth Tracy <[etracy@pemberton.ca](mailto:etracy@pemberton.ca)>  
**Subject:** STR Policy Guidance Released

Mayor & Council,

Regulations and policy manuals have been issued to support local governments in implementing a few of their housing bills introduced in the fall legislative session, including Bill 35, the Short-Term Rental Accommodations Act.

Regulations define what constitutes a principal residence, list the communities where the principal-residency requirement applies.

STR hosts will be required to display a valid business licence number on their listing, where a business licence is required by a local government, by May 1, 2024.

Here are the guidelines: [https://news.gov.bc.ca/files/STR\\_Policy\\_Guidance\\_2023.pdf](https://news.gov.bc.ca/files/STR_Policy_Guidance_2023.pdf)

Here is the full news release: <https://news.gov.bc.ca/releases/2023HOUS0171-001945>

Thank you for your consideration.

**David MacKenzie, CHGM, CHA**  
Pemberton Valley Lodge  
1490 Sea to Sky Highway (Highway 99), Pemberton, BC V0N 2L1  
T: 604.894.2037 or 1.877.894.2800  
[www.pembertonvalleylodge.com](http://www.pembertonvalleylodge.com)  
Follow us: [Facebook](#) / [Twitter](#)



*I respectfully acknowledge that I live and work on the traditional, ancestral, and unceded territory of the **Łil'wat7úl (Lil'wat) Nation.***

The contents of this email transmission and any accompanying attachments are confidential and intended only for the recipient. Please advise the sender if you received this transmission in error.



November 1, 2023

Honourable Mike Farnworth  
Minister of Public Safety and Solicitor General  
Sent via email: PSSG.Minister@gov.bc.ca

Dear Minister Farnworth,

I am writing to you today on behalf of Victoria City Council to inform that the below motion was passed at the September 14, 2023 Council meeting:

***MOTION:***

*That Council direct the Mayor to:*

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;*
- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters*

A copy of the original Council Motion is attached for your information.

Thank you in advance for your time and consideration of this matter. I look forward to continued collaboration between our two offices to improve safety in Victoria.

Sincerely,



Marianne Alto  
Victoria Mayor

Enclosed: Original Council Motion – Red Light and Speed Cameras  
Cc: Union of British Columbia Municipalities

*“The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work “Hay swx qa”*



**Council Member Motion  
For the Committee of the Whole Meeting of September 7, 2023**

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**To:** Committee of the Whole **Date:** August 29, 2023  
**From:** Councillor Dave Thompson and Councillor Matt Dell  
**Subject:** Advocacy – red light cameras and speed cameras

---

**BACKGROUND**

ICBC data<sup>1</sup> shows that in Victoria during the period 2018 to 2022 there were 4,087 casualty crashes (crashes resulting in injury or fatality, as opposed to crashes involving just property damage).

As noted by the Government of BC:

- “Most crashes in British Columbia happen at intersections. To reduce injuries and save lives, B.C. installs intersection safety cameras—sometimes called red light cameras—at intersections where crashes occur frequently. Warning signs let drivers know the intersection has cameras. Stopping for red lights and observing the speed limits help to reduce collisions, injuries and fatalities.”<sup>2</sup>
- “There are intersection safety cameras at 140 high-crash intersections province-wide. 105 monitor red light violations, 35 monitor both red light and speed violations.”<sup>3</sup>
- “The cameras are proven to be effective at reducing side-impact, head-on and pedestrian crashes, and are located where red light running and high speed cause serious crashes.”<sup>4</sup>

There is only one red light camera in Victoria, and no speed cameras. That camera is at Lansdown and Shelbourne.<sup>5</sup> More than 98% of casualty crashes in Victoria during 2018-2022 occurred at locations other than that intersection.<sup>6</sup>

**RECOMMENDATION**

That Council direct the Mayor to:

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or

---

<sup>1</sup> <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>, accessible at ICBC, “Statistics” <https://www.icbc.com/about-icbc/newsroom/Pages/Statistics.aspx>

<sup>2</sup> <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras>

<sup>3</sup> <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/statistics>

<sup>4</sup> <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are>

<sup>5</sup> <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are/vancouver-island>

<sup>6</sup> <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>

that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;

- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters.

Respectfully submitted,



Councillor Thompson

Respectfully submitted,



Councillor Dell

November 28, 2023

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

SCANNED



Dear Mayor Mike Richman and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND  
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$89,508.54 is expected to occur in December 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

This payment marks the final CWF disbursement of the current 10-year Canada Community-Building Fund agreement. Spanning from 2014 to 2024, this agreement has successfully allocated over \$1.25 billion in CWF funding to local governments in British Columbia. Looking ahead, UBCM anticipates the implementation of a new agreement in April 2024. Information on a renewed program will be communicated in the following months.

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at [ccbf@ubcm.ca](mailto:ccbf@ubcm.ca) or by phone at 250-356-5134.

Sincerely,



Councillor Trish Mandewo  
UBCM President

PC: Thomas Sikora, Manager of Finance

Honourable Mike Farnworth  
PO Box 9041 Stn Prov Govt  
Victoria, BC V8W 9E1

November 29, 2023  
[SWD.Minister@gov.bc.ca](mailto:SWD.Minister@gov.bc.ca)  
[Charlotte.Hunt@gov.bc.ca](mailto:Charlotte.Hunt@gov.bc.ca)

Dear Minister Farnworth,

Over the last few years, Fort St. John and many other communities have experienced increases in criminal activity and social disorder. In part, this deterioration has related to drug addiction and mental illness. It has also related to the apparent inability of the justice system to hold anyone accountable in a meaningful way.

There are many consequences to this decay and one of them has been that more people are advocating for actions that could be described as vigilante, or extrajudicial. This reflects a growing lack of faith that the system is still viable and that the institutions of law and order are still effective. There is growing frustration at unchecked property crime and the experience of watching formerly safe neighborhoods decay. It is demoralizing to watch the revolving door of arrests and releases and overdose deaths. It seems to many in our community that the pendulum has swung far away from the rights of society. People have been communicating with us in increasingly desperate terms, expressing fear and a simple desire to return to the peaceful enjoyment of their homes and neighborhoods. They are asking for a system that holds criminals accountable for their actions in an effective way.

This letter is a reaction to a series of events that have caused fear and anger in several parts of our community. One recent example is the Triangle Park neighborhood on 112<sup>th</sup> Ave, in Fort St. John. It is an established street which boasts a small triangular park with a picnic table and a wonderful set of new playground equipment. It has been a place where many children would stop while walking home from school, or where parents would take their kids to play on a Saturday morning. This park was one thing that gave the Triangle Park neighborhood its identity and made it particularly desirable.

Over the last few years one residence on this formerly quiet street has become the center of violent, frightening, dangerous and unsettling incidents. In the last year there have been two shootings in or at this home. Not long before that, an overdose death occurred on the front doorsteps of the residence. By all accounts this is a place that is obviously involved in the street level drug trade. Activity goes on there night and day. There are countless short duration stops by pedestrians and vehicles, disputes, fights, and assaults. Stolen property often finds its way to the residence and neighbors report being intimidated and frightened while simply getting their mail. No matter what efforts are made by the police, there is no change in the nature and experience of living beside this residence. In part this is because those who are arrested in connection to this home and others like it are usually released.

The latest shooting at Triangle Park originated from within the offending residence. The neighboring home is occupied by a young family with small children. Recently, their home was pierced by a number of bullets in the middle of the night while they were sleeping. They have made the point repeatedly that their children could have been killed. They are right. Police have identified, and we are told, have charged those responsible for the previous shooting but this is scant comfort to anyone. Certainly, it made no difference in preventing the latest shooting.



Lately, Triangle Park is rarely used. Many parents have made the decision to stop spending time there because of the threat posed by those who attend the nearby residence to engage in the drug trade.

While trying to provide reassurance and an effective response to the residents of Triangle Park, we happened upon the Safer Communities Act. Within this Act were a suite of reasonable, and seemingly effective tools that would have been extraordinarily helpful and reassuring to our citizens. The Community Safety Act, might have provided our community with a way to hold the owners of this residence accountable. We might have been able to pursue a process through a Community Safety Order to require the residents of this property to vacate. We might have had the opportunity to go to court to articulate a common-sense solution which would have made it more difficult to be the owner of a residence such as this one. Unfortunately, this Act was never brought into force.

We have explored all options and continue to do so. Frankly though, nuisance and noise bylaws are no substitute for the meaningful support of the Provincial and Federal Government. It is frustrating and disheartening. Our bylaws were enacted to provide solutions to manage conventional municipal problems like un-mowed grass, or loud music. These laws were never designed or intended to manage the impacts of organized crime destroying neighborhoods with impunity.

Having provided this context, the purpose of my letter today is to inquire why the Community Safety Act and the Community Safety Amendment Act were never brought into force. It appears from our review that advocacy on the part of the BC Civil Liberties Association was effective at preventing the enactment of this legislation. Their objections to the proposed legislation seem incredibly indifferent and tone-deaf to the suffering occurring in communities throughout this province.

The BC Civil Liberties association said it believed the proposed law was unnecessary, unjust and would put people's housing security at risk. From our perspective the failure to enact this legislation has put people's housing security at risk. Further, it is both unfair and unjust that our residents should have to leave their homes and flee the violence that has destroyed the character and security of their neighborhoods.

I would implore you to consider where the balance should lie between the rights of our citizens to enjoy a peaceful existence and the rights of those who have destroyed that peace. There is an increasingly prevalent train of thought that there are no consequences for the very worst behavior. Our institutions are threatened by the loss of public faith in their effectiveness. It has become difficult to reassure our citizens that we have the tools to manage these situations. Please consider enacting the Community Safety Act or the Community Safety Amendment Act legislation.

Sincerely,

[REDACTED]

Mayor Lilia Hansen  
On Behalf of Fort St. John Council

cc: MLA Dan Davies



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Patrick Weiler*

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

December 12, 2023

Dear Friends & Neighbours,

With Canada’s population becoming increasingly diverse, it is crucial to strengthen our commitment to inclusivity and take the necessary steps to dismantle racism and discrimination in all its forms. This week, the Government of Canada launched a **Call for Proposals for the Organizational Capacity Building (OCB) component of the Multiculturalism and Anti-Racism Program**, which aims to build on the Government of Canada’s commitment to fostering a diverse and inclusive society.

The OCB component will help organizations build and strengthen their internal capacity to advance anti-racism and promote intercultural and interfaith understanding, to provide equitable opportunities, to promote dialogue on multiculturalism and anti-racism, and to build understanding of disparities. The OCB component Call for Proposals will focus on:

- initiatives that are led by or serving the communities of focus in Canada’s Anti-Racism Strategy (Indigenous, Black, racialized and religious minority communities), as communities with lived experiences of racism;
- community-based organizations in order to support them in their daily efforts to drive positive change;
- initiatives that reach into rural and remote locations across Canada.

The Multiculturalism and Anti-Racism Program (MARP) was launched as part of the Government of Canada’s work on supporting diversity through inclusivity. The renewed program—a consolidation of the Community Support, Multiculturalism and Anti-Racism Initiatives Program and the Anti-Racism Action Program—aims to enhance efficiency and support more effectively communities and organizations throughout Canada. Under the OCB component, funded initiatives will contribute to building an organization’s financial health, human resources capacity (including volunteers), governing practices, partnership and networking abilities, and strategic planning.

**Eligible organizations can apply from now until February 22, 2024. [For more information, please see this webpage.](#)** If you have any questions, please reach out to our office. We are happy to support your application in any way that we can.

Sincerely,



Patrick Weiler, MP  
*West Vancouver-Sunshine Coast-Sea to Sky Country*

*Constituency Ottawa*

6367 Bruce Street Suite 282, Confederation Building

West Vancouver 229 Wellington Street, Ottawa

British Columbia V7W 2G5 Ontario K1A 0A6

Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620

December 1, 2023

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



Dear Mayor Richman,

I hope this letter finds you in good health and high spirits. It is with great pleasure that I introduce myself as the newly appointed President & Vice-Chancellor of University Canada West (UCW). It is both an honour and a privilege to join the esteemed academic community and engage with the leaders who contribute significantly to the prosperity of British Columbia.

In my previous leadership roles in the UK, I have witnessed the transformative power of collaboration between educational institutions and local governments. I am enthusiastic about the prospect of forging strong connections with municipalities across British Columbia to enhance the collective impact on education, innovation and community development.

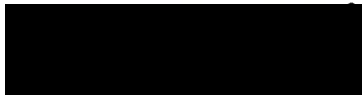
UCW is dedicated to fostering meaningful partnerships that extend beyond its campus borders. I am eager to explore opportunities for collaboration on initiatives that align with the priorities and goals of our community. From joint research projects to community outreach programs, I believe we can create lasting positive change together.

In the coming weeks, I would be honoured to arrange a meeting to discuss potential areas of collaboration and to gain insights into the specific needs and aspirations of our community. Your guidance and partnerships are invaluable as we work together to strengthen the ties between our university and the communities we serve.

Please feel free to reach out to me directly at [bashir.makhoul@ucanwest.ca](mailto:bashir.makhoul@ucanwest.ca) to schedule a meeting or share your thoughts on how we can best collaborate for the benefit of our shared constituents.

Thank you for your time and I look forward to the prospect of working closely with you to contribute to the continued success and well-being of British Columbia.

Best wishes,



**Dr. Bashir Makhoul**  
President & Vice-Chancellor  
University Canada West



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Patrick Weiler*

Member of Parliament

West Vancouver-Sunshine Coast-Sea to Sky Country

December 20, 2023

Dear Friends & Neighbours,

If you have not already received the news, I would like to inform you that the **2024 Canada Summer Jobs (CSJ) employer application period is now in full swing.**

Employers from not-for-profit organizations, the public sector, and private sector organizations with 50 or fewer full-time employees in Canada can **apply for funding until January 10, 2024**, to hire young Canadians next summer. Full-time job placements will become available starting in April 2024.

CSJ 2024 will aim to create 70,000 summer jobs for young Canadians, with an emphasis on creating jobs for youth facing barriers to employment. This is part of the over 140,000 opportunities that the Government of Canada aims to create for youth this year.

Each year, the Government establishes national priorities for CSJ to reflect Canada's diverse population and evolving needs. The priorities for CSJ 2024 are:

- Youth with disabilities or with organizations that provide services to persons with disabilities;
- Youth that are underrepresented in the labour market, including:
  - Black and other racialized youth
  - Indigenous youth
  - 2SLGBTQI+ youth
- Youth in rural areas, remote communities, or official language minority communities;
- Jobs that provide exposure or experience related to the skilled trades, which may include opportunities in the residential construction sector; and
- Sustainable jobs that support the protection of the environment or delivering positive environmental outcomes.

Here in our riding, CSJ also supports our local priorities, which are focused on projects that support:

- Projects supporting not for profit organizations
- Management of companies and enterprises
- Health care and social assistance
- Arts, entertainment and recreation
- Agricultural, forestry, fishing and hunting

*Constituency Ottawa*

6367 Bruce Street Suite 282, Confederation Building  
West Vancouver 229 Wellington Street, Ottawa

British Columbia V7W 2G5 Ontario K1A 0A6

Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620

Employers interested in applying for CSJ 2024 funding are encouraged to submit their applications electronically on the [Grants and Contributions Online Services \(GCOS\)](#) portal. Creating a GCOS account is a one-time process that allows organizations to apply for various Employment and Social Development Canada funding opportunities in a secure web environment.

The CSJ program is one of two programs that Employment and Social Development Canada delivers under the [Youth Employment and Skills Strategy](#) (YESS). Delivered in partnership by 12 federal departments, agencies and Crown corporations, the YESS is a horizontal Government of Canada initiative that supports youth between the ages of 15 and 30 to gain the work experience and develop the skills they need to successfully transition into the labour market. In early October, the Government launched a [call for proposals under Employment and Social Development Canada's YESS Program](#) to fund projects that support youth who are facing barriers to employment.

**For more information about the CSJ program, including the eligibility criteria and the Applicant Guide, go to [Canada.ca/canadasummerjobs](https://Canada.ca/canadasummerjobs), visit a Service Canada office or call 1-800-935-5555.**

For any questions about the CSJ program in our riding, please do not hesitate to reach out to our CSJ contact, Kiran Dhaliwal, who can be reached at [kiran.dhaliwal.842@parl.gc.ca](mailto:kiran.dhaliwal.842@parl.gc.ca).

Our office is happy to support your application in any way that we can.

Sincerely,



Patrick Weiler, MP  
*West Vancouver-Sunshine Coast-Sea to Sky Country*

# Website Submission: Write to Mayor & Council - pemberton.ca

## Form Submission Info

First Name: Sajid Ali

Last Name: Khan

Street Address: [REDACTED]

PO Box:

Town/City: Manama

Province: Manama

Postal Code: 109

Phone Number: [REDACTED]

Email: [REDACTED]@gmail.com

Please attach any related documents (if applicable):

### Message to Mayor & Council:

The Mayor and Council Members of Village Pemberton

I hope this letter finds you in good health and spirits. I am writing to you as a passionate advocate for quality education and a devotee of lifelong learning. My name is Mr. Khan, and I am currently working as a School Principal and training consultant in the Kingdom of Bahrain, where I have dedicated the past 15 years of my professional life.

I have recently made the decision to relocate to Canada, and after careful consideration and extensive research, I have chosen the Village Pemberton as my future destination. Alongside my passion for education, I am enthusiastic about community engagement, and I believe that establishing an education academy in Village Pemberton can significantly contribute to the development and progress of the area.

The proposed education academy would aim to offer a variety of courses catered to children aged 5 to 15 years. These courses would cover a wide range of subjects,

including STEAM (Science, Technology, Engineering, Arts, and Mathematics), Robotics, Financial Literacy, Coding, and Life Skills. By equipping children with crucial knowledge and skills in these areas, we can empower them to thrive in an increasingly digital and interconnected world.

My experience as a School Principal and training consultant has equipped me with the necessary expertise to develop and deliver high-quality educational programs. I believe that the establishment of an education academy in Village Pemberton would not only enhance the learning opportunities for local children but also contribute to the overall growth and advancement of the community.

I kindly request your support and approval to start this project in Village Pemberton. I am more than willing to collaborate with the Municipal Council of Village Pemberton to ensure that all necessary legal and administrative requirements are met. Additionally, I am open to any suggestions or recommendations from the council members regarding the implementation of this project.

I am more than happy to send you a detailed proposal outlining the vision, methodology, and potential benefits of the education academy. I hope this academy will definitely have a positive impact on the children and the broader Village Pemberton community.

Thank you in advance for your careful consideration of this request. I am excited about the opportunity to contribute to the educational landscape of Village Pemberton and partner with local organizations to foster a thriving learning environment.

Thank you for your attention, and I look forward to your positive response.

Sincerely,  
Mr. Khan

**Freedom of Information:**  
Village of Pemberton



Dear Mayor and Council,

We are sending you this poster to celebrate Heritage Week, Layer by Layer, which takes place on February 19-25, 2024. Heritage Week is an annual event, established by the National Trust for Canada in 1973, that encourages Canadians to learn about and advocate for the heritage in their communities.

Heritage BC is a member-based non-profit that educates and builds awareness for heritage stewardship in the province, and every year we promote Heritage Week with posters, proclamations, and themed events to raise awareness for the importance of learning about our diverse heritage across the province.

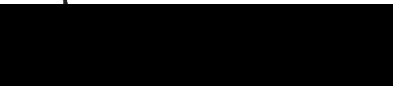
**As the leaders of your community, your initiative will play an important role in stewarding local heritage for future generations.**

There are a few key things that you can do to promote awareness of and advocate for heritage.

- **Declare Heritage Week through a Municipal Proclamation**  
Every year, the Provincial Government and local governments across BC make proclamations for Heritage Week, signaling the importance of the stewardship of heritage in this province. We have attached a template for your reference. Share your proclamation with us at [info@heritagebc.ca](mailto:info@heritagebc.ca).
- **Visit a Heritage Site, Museum, or Cultural Centre**  
Consider a local government 'field trip' to a local heritage site, museum or heritage organization to learn more about your community's history. Your visit can have a lasting impact on a small not-for-profit, and signal the value they bring to the community as stewards of history and heritage.
- **Learn About the Basics of Local Heritage Conservation**  
Local Governments have the capacity to conserve local heritage in all its forms through tools outlined in the Local Government Act. Familiarize yourself with these important tools by reading the free one-pagers on our website: [heritagebc.ca/heritage-quick-studies](http://heritagebc.ca/heritage-quick-studies).
- **Support Your Heritage Commission**  
Heritage BC offers workshops and webinars for members of local heritage committees. These workshops help educate volunteers who care about heritage conservation, so they can make better informed decisions in their work.
- **Become a Member**  
For \$100 a year, a Government Membership to Heritage BC provides all staff planners and associated committee members with free access to our on-demand and live webinars, as well as discounts for heritage workshops and our annual conference. Promoting continuing education will create a strong foundation for the protection of your community's unique heritage.

Have questions about what we do at Heritage BC? Learn more on our website, [heritagebc.ca](http://heritagebc.ca) or reach out by email at [info@heritagebc.ca](mailto:info@heritagebc.ca). We would love to hear from you.

Thank you from all of us at Heritage BC!

  
**Kirstin Clausen**  
Executive Director  
604 417 7243  
[kclausen@heritagebc.ca](mailto:kclausen@heritagebc.ca)

*As a not-for-profit organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of BC's Indigenous peoples. Heritage BC asks its members to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.*