

# PUBLIC INFORMATION PACKAGE



**ZONING AMENDMENT  
BYLAW NO. 1194, 2023  
259 HOT SPRINGS ROAD  
PUBLIC HEARING**

TUESDAY, JULY 16, 2024

6:00 P.M.

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# DEVELOPMENT PROCEDURES

## BYLAW NO. 1090, 2016

### (CONSOLIDATED)

Record of Amendments to Development Procedures Bylaw No. 1090, 2016				
Amending Bylaw No.	Type of Amendment		Summary of Amendment	Date of Adoption
	Text	Schedule		
1160	x	x		June 21, 2021



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1090, 2016**

**A Bylaw for the establishment of procedures to amend an Official Community Plan or a Zoning Bylaw or to issue a permit pursuant to Part 14 of the Local Government Act. And a Bylaw to allow for the processing of a building conversion strata application, as per the Strata Property Act**

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**WHEREAS** the Council of the Village of Harrison Hot Springs has adopted an Official Community Plan and a Zoning Bylaw;

**WHEREAS** the Council of the Village of Harrison Hot Springs must by Bylaw outline the procedures to amend an Official Community Plan, Zoning Bylaw or issue a permit, as per Section 460 of the Local Government Act;

**WHEREAS** section 502 (5) of the Local Government Act allows the Council of the Village of Harrison Hot Springs to delegate the power to require security for the issuance of a land use permit subject to a delegation Bylaw being prepared that outlines the guidelines for the delegate;

**WHEREAS** section 242 of the Strata Property Act requires that the approving authority for the building conversion strata process be the local municipality or in this case the Village of Harrison Hot Springs;

**WHEREAS** the Council of the Village of Harrison Hot Springs has deemed it advisable to establish a Bylaw to outline the amendment procedures and to outline the procedures to issue a permit and to outline the process and requirements for a building conversion strata application;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**CITATION**

**1.0** This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs “Development Procedures Bylaw No. 1090, 2016”.

## **INTERPRETATION/DEFINITIONS**

**2.0** A reference in this Bylaw to any enactment of British Columbia is a reference to the enactment as amended, revised or consolidated from time to time and a reference to any Bylaw of the Village of Harrison Hot Springs is a reference to the Bylaw as amended, revised, consolidated or replaced from time to time.

**3.0** In this Bylaw;

### **Application**

means a completed application, including the payment of the required fees:

- (a) to amend either an Official Community Plan Bylaw, a Zoning Bylaw or both,
- (b) for the issuance of; a Development Permit, Temporary Use Permit or a Development Variance Permit;

### **Applicant**

means the owner of a Parcel of Land or an agent authorized in writing to make the application on behalf of the owner;

### **Building Conversion Strata Application**

means a completed application, including the payment of the required fees, for the conversion of a previously occupied building or structure into strata title;

### **Chief Administrative Officer**

means the individual appointed to this position by Council;

### **Council**

means the Council of the Village of Harrison Hot Springs;

### **Highway**

means the same as defined in the BC Transportation Act, as amended from time to time *but specifically excludes the following*:

- *Ferry Approach,*
- *Ferry Terminal,*
- *Right-of-ways on any Parcel of Land, and*
- *Tunnel; (AB#1160)*

**Occupiers**

means the lawful occupier of a Parcel of Land, if it is not the landowner;

**Parcel of Land**

means a specific section or area of the Village with a unique legal description and unique parcel identifier number (PID) assigned to it;

**Registered Professional**

means a person who has been registered or licensed to practice by their respective professional body;

**Revised Application**

means a Part 14 Application that has been refused or denied by Council that the Applicant has requested, in writing to Council to reconsider after having made material changes or alterations to the Application; and,

***Village***

*means the Village of Harrison Hot Springs; and*

***Works and Services***

*means any public service, facility or utility which is required or regulated by the Village's Subdivision Servicing Bylaw, as amended from time to time, and without restricting the generality of the foregoing includes: the supply and distribution of water; collection and disposal of sanitary sewage and drainage water; street lighting; highways, access roadways, curbs, gutters, and sidewalks; and natural gas, power and telecommunication services. (AB#1160)*

**SEVERABILITY**

**4.0** If any section, subsection, sentence, paragraph, schedule or form forming part of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, sentence, paragraph, schedule or form may be severed from the Bylaw without affecting the validity of the Bylaw or any portion of the Bylaw remaining or any remaining forms.

**ADMINISTRATION OF THIS BYLAW**

**5.0** The Village's Chief Administrative Officer or their designate is authorized to administer this Bylaw.

## **SCHEDULES**

**6.0** The following Schedules attached hereto form part of the requirements of this Bylaw:

- (a) Schedule "A" – Part 14 Application Processing Flowchart;
- (b) Schedule "B" – Building Conversion Strata Application Processing Flowchart

## **SCOPE**

**7.0** This Bylaw shall apply to the following Applications within the boundaries of the Village of Harrison Hot Springs:

- (a) an OCP Bylaw amendment or Zoning Bylaw amendment;
- (b) the issuance of a Development Permit, a Temporary Use Permit or a Development Variance Permit; or
- (c) a building conversion strata application.

## **GENERAL PROVISIONS**

**8.0** If there is a change of ownership of a Parcel of Land that is subject to an Application, the Village will require an updated title certificate and written authorization from the new owner that the current Applicant, if applicable, can still proceed with the Application.

**8.1** Neither the issuance of a permit, the adoption of an amendment Application or the approval of a building conversion strata or review of any applications, plans, drawings, specifications or documents, *must not (AB#1160)* in any way:

- (a) relieve the landowner from full and sole responsibility to perform *Works and Services (AB#1160)* in strict accordance with this Bylaw, and any other applicable Bylaws of the Village; or
- (b) constitute a representation, warranty, assurance or statement that this Bylaw or other applicable Bylaws have been complied with.

**8.2** It *is (AB#1160)* the full and sole responsibility of the landowner, and where the landowner is working through a representative, the representative *must (AB#1160)* carry out the *Works and Services (AB#1160)* in respect of which the permit or amendment is issued or adopted in compliance with this Bylaw and other applicable enactments.

**8.3** Letters of assurance, reports or other correspondence from Registered Professionals provided under this Bylaw are relied upon by the Village, including its Chief Administrative Officer and the Planning Department, as certification that the design and plans for the development comply with the Village's Building Bylaw, this Bylaw and other applicable enactments, that the natural environment will not

be substantially harmed by the development or Application and the Parcel of Land may be safely used for the use intended, as applicable to the professional's review.

- 8.4** A person must not knowingly submit false or misleading notification in relation to any Application undertaken pursuant to this Bylaw.
- 8.5** Unless specified, in this bylaw, the term Application generally means either a Part 14 Application or a Building Conversion Strata Application.

### **APPLICATIONS – Part 14 Applications only**

**9.0** All Applications, including Revised Applications, must be:

- (a) made by the owner of the Parcel of Land or by a person authorized by the owner in writing;
- (b) made on the prescribed application form as amended from time to time by the Village;
- (c) signed by the landowner and be accompanied by the landowner's acknowledgement of responsibility and undertakings made in the form prescribed as amended from time to time by the Village;
- (d) accompanied by the appropriate fees;
- (e) accompanied by the notification requirements identified in this Bylaw;
- (f) submitted to the Village office;
- (g) all completed Part 14 Applications must be processed in accordance with this Bylaw, generally as shown on the flowchart attached as Schedule "A".

**9.0.1** The Application must also include the following information:

- (a) the certificate of title, dated within 30 days of the Application date;
- (b) a map of the site drawn at a scale of 1:2000 or at a scale of 1:5000 with the approval of the Village. The map must show the following:
  - i. the contours of the site;
  - ii. any environmentally sensitive areas;
  - iii. the proposed building site or sites;
  - iv. the ingress and egress points;
  - v. any proposed landscape plans, parking area or open space area;
  - vi. the current and proposed water and sewer servicing points for the Parcel of Land;
  - vii. the location of any steep banks, foreshore areas, water courses, easements or right-of-ways, and if applicable any
  - viii. development permit areas.
- (c) copies of any charges or other interests associated with this Parcel of Land.



- 9.1** At any time during the application process, Council may refer the Application to any agency, organization or government body for their comments and recommendations.

## **BUILDING CONVERSION STRATA APPLICATIONS**

- 9.2** All Applications must be:

- (a) made by the owner of the Parcel of Land or by a person authorized by the owner in writing;
- (b) made on the prescribed application form as amended from time to time by the Village;
- (c) signed by the landowner and be accompanied by the landowner's acknowledgement of responsibility and undertakings made in the form prescribed as amended from time to time by the Village;
- (d) accompanied by the appropriate fees;
- (e) accompanied by the notification requirements identified in this Bylaw;
- (f) submitted to the Village office; and
- (g) all completed Building Conversion Strata Applications must be processed in accordance with this Bylaw, generally shown on the flowchart attached as Schedule "B".

- 9.2.1** The Application must also include the following information:

- (a) the certificate of title, dated within 30 days of the Application date;
- (b) a map of the site drawn at a scale of 1:2000 or at a scale of 1:5000 with the approval of the Village. The map must show the following:
  - i. the contours of the site;
  - ii. any environmentally sensitive areas;
  - iii. the proposed building site or sites;
  - iv. the ingress and egress points;
  - v. any proposed landscape plans, parking area or open space area;
  - vi. the current and proposed water and sewer servicing points for the Parcel of Land;
  - vii. the location of any steep banks, foreshore areas, water courses, easements or right-of-ways, and if applicable any;
  - viii. development permit area.
- (c) copies of any charges or other interests associated with this Parcel of Land; and
- (d) the number of dwellings units being converted into strata ownership and how many of the current tenants, in this building, are going to be remaining as owners;

- (e) a copy of the plan to house the current Occupiers who will not become owners; and
- (f) other issues as required by Council.

**9.3** At any time during the Application process the Council may refer the Application to any agency, organization or government body for their comments and recommendations.

### **FEES**

**10.0** At the time of the Application the Applicant will pay the required fees as set out and amended by the Village from time to time.

**10.1** If the Applicant withdraws their Application, in writing, prior to the first staff report being considered by the Council, then the Applicant will receive a refund of up to 50-percent (50%) of the Application fee. The refund must be paid to the Applicant within thirty (30) days of receiving the written notice from the Applicant. There will be no additional refunds of any fees once the first staff report has been considered by Council.

### **PUBLIC NOTIFICATION MEETING**

**11.0** Applicants may be required, as directed by Council, to host a public notification meeting, for any of the following types of Applications:

- (a) an Official Community Plan amendment or redesignation;
- (b) a Zoning Bylaw amendment;
- (c) the issuance of a Temporary Use Permit;
- (d) the issuance of a Development Variance Permit; or
- (e) the conversion of an existing and occupied building into a strata building.

**11.1** When a public notification meeting is required the Applicant must pay all costs associated with this meeting. This will include but not be limited to the following:

- (a) two (2) newspaper advertisements;
- (b) the delivery or mailing of any notices to the adjacent landowners or occupiers;
- (c) any facility rental; and any
- (d) staff overtime if they attend.

**11.2** The venue and meeting format must be approved by the Village. This meeting must allow for a question and answer session at a minimum.

**11.3** Within 10 working days of the meeting, the Applicants are required to submit a report to the Village. The report must include the following information:

- (a) location of the meeting,
- (b) start and finish times of the meeting,

- (c) a copy of the two (2) dated newspaper ads for the meeting,
  - (d) number of attendees and a copy of the sign in sheet
  - (e) a copy of the notice provided to the adjacent property owners or occupiers of the land and which properties received this notice,
  - (f) information provided at the meeting, and
  - (g) a summary of any questions raised or any major discussion points raised.
- 11.4** The Applicant must mail or deliver a meeting notice to the owners or Occupiers of the properties within a radius of 30 metres from the subject property. The Village is hereby authorized to reduce, increase or waive this requirement.
- 11.5** The Applicant's report for the public notification meeting must be included in a staff report to Council for Council's consideration of a Temporary Use or Development Variance permit, consideration of the building conversion strata or before adoption of a Bylaw amendment.
- 11.6** The meeting must be held not more than nor less than five working days after the last notice provided in the newspaper.

### **AGENCY REFERRAL PROCESS**

- 12.0** Subject to direction from Council, staff may be authorized to refer the Application to other Village Departments, any external agencies, societies, organizations or any level of government. The suggested referral list will be prepared by staff and submitted to the Council for their review. Council may accept, reject or amend this list as they deem appropriate.
- 12.1** When Applications are sent out for comments the various referral agencies:
- (a) have a maximum of twenty-one (21) working days, from the date the referral was sent out, to provide comments; or
  - (b) make a written request for additional time.
- 12.1.1** The Village has the authority to extend this time period for a period not to exceed an extra thirty (30) working days from the date they receive the written request.
- 12.1.2** *If a referral is made to the Advisory Planning Commission, an applicant may attend the meeting and make a presentation to the Advisory Planning Commission. Following the Applicant's presentation, the Advisory Planning Commission members may ask the Applicant to provide clarification on any point in their presentation. (AB#1160)*
- 12.2** Following receipt of either the comments or a time extension request, the Council may;
- (a) defer consideration of any Application; or
  - (b) request additional information from the Applicant.

## **STAFF REPORTS**

**13.0** *After an Application has been received including the payment of fees, the Application will be processed. A staff report must contain the following information:*

- (a) a copy of any supporting documentation;*
- (b) staff's recommendation on whether the Application should be processed or, if not, what is missing from the Application;*
- (c) staff's recommendation on the referral agencies, if any;*
- (d) staff recommendation for a public notification meeting, if applicable;*
- (e) staff recommendation to set up a public hearing, if applicable, and any additional relevant information provided by the Planning Department, including any potential impacts that the development may have on the neighbourhood or on the operations of the current services provided by the Village. (AB#1160)*

**13.1** Staff reports must also be provided at key points throughout the approvals process, as outlined on the approvals flow chart as outlined on Schedule "A", which is attached to and forming a part of this Bylaw.

**13.2** Once the Application, including a Revised Application, has been received the Village must either deem the Application to be complete or deem the Application to be incomplete. If the Application is deemed complete it will be processed as required by this Bylaw or if is deemed not complete, the Village must send a letter to the Applicant indicating that the Application cannot be processed until the additional information requested has been received.

## **PUBLIC HEARING – Part 14 Applications only**

**14.0** While the Local Government Act, as amended from time to time, governs the public hearing process, if after a minimum of ten (10) minutes no members of the public are in attendance then the public hearing must be closed. If no members of the public attend the public hearing and the notice of the hearing has been properly published, the Council must consider that the public hearing has been held as required.

**14.1** Once the newspaper advertisement has been posted the Village will accept any written comments about the Application up to the close of the scheduled public hearing meeting.

## **PUBLIC NOTICE OF INTENT – Part 14 Applications only**

**14.2** If the Village opts to proceed with the Notice of Intent process, in addition to the required newspaper advertisements, the Village must mail or deliver a notice of intent to the owners or Occupiers of the properties within a radius of thirty (30) metres from the subject property. The Village is hereby authorized to reduce or increase this requirement.

**SECURITY**

- 15.0** The power to require security is hereby delegated to the Chief Administrative Officer or their designate.
- 15.1** The amount of security required will be based upon a cost report prepared by a registered professional, as outlined in the table below:

Table 1

<b>Works or Services Required</b>	<b>Type of Professional experience needed</b>	<b>Amount of Security required</b>
Landscaping	Landscape Architect and must be a member of the BC Society of Landscape Architects	125% of the accepted report
Civil Engineering	Professional Engineer	125% of the accepted report
Traffic Engineering	Professional Engineer, with experience in traffic engineering	125% of the accepted report
Freshwater/Foreshore issues	Registered Professional Biologist	125% of the accepted report
Form and Character issue	Registered Professional Architect	125% of the accepted report
Environmental issues	Registered Professional Biologist	125% of the accepted report

- 15.2** The required cost estimate report must be provided by the Applicant, at no cost to the Village, and must be accepted by the Village.
- 15.3** Security may be required as a condition of permit issuance for the following:
- (a) the *Works and Services (AB#1160)* under the permit; including but not limited to hard and soft landscaping requirements;
  - (b) environmental monitoring;
  - (c) in relation to repair or replacement of any Highway including sidewalks and boulevards, public work or any other Village property altered or damaged by any activity related to the subject matter of the permit;
  - (d) to guarantee the performance of a temporary use permit;
  - (e) such other reason as identified in the conditions associated with the permit.
- 15.4** For the form of security refer to section 502, of the Local Government Act, as amended from time to time.
- 15.5** Funds *taken (AB#1160)* under *the (AB#1160)* security provision will be used to the extent that they are required by the Village to carry out such *Works and Services (AB#1160)*, repair or replacement as determined necessary by the Village.

- 15.6** The cost of any works, repair or replacement or other expenditure which exceeds the amount of the security is the responsibility of the Applicant, who upon notification of the outstanding amount must pay it in full, or obtain the agreement of the Village in writing, before receiving its approval or where such approval has been issued, using or continuing to use the Parcel of Land for the development approved under the Application.

### **APPLICATION DECISIONS – Part 14 Applications only**

- 16.0** With respect to any Application, the Council may after authorizing staff to process the Application:
- (a) approve the Application with or without conditions; or
  - (b) postpone the Application process pending additional information required from the Applicant; or
  - (c) refuse/deny the Application

### **Rejected Applications – Part 14 Applications only**

- 16.1** Even if the Applicant is present at the meeting in which the Council decision was made, to refuse/deny the application, the Village shall inform the Applicant in writing, within ten (10) business days from the date of the refusal.

### **Revised Applications – Part 14 Applications only**

- 16.2** An Applicant, after substantially amending an Application, that has not been approved to its satisfaction may submit a Revised Application in accordance with this Bylaw, and may provide such further information as they desire.
- 16.3** Council has the same authority with respect to Revised Applications as for Applications generally and the same procedures apply.
- 16.4** Council may not table a Revised Application.
- 16.5** Upon receipt of the revised Application, the Village will process the Application in accordance with the process flowchart set out in Schedule ‘A’ of this Bylaw.

### **Building Conversion Strata Applications**

- 16.6** With respect to the decision making criteria that Council must follow with respect to this type of Application, refer to section 242(6) of the Strata Property Act, as amended from time to time.
- 16.7** There shall be no Revised Applications, if Council denies a Building Conversion Strata Application.

## **REVOCAION OF THE APPROVALS**

- 17.0** The Village may revoke an approval and post a stop work order on a Parcel of Land, other than an amendment of a Bylaw, if:
- (a) there is a violation of a condition under which the approval was issued;
  - (b) there is a breach of any provision of this Bylaw and other applicable Bylaws or enactments;
  - (c) the Village determines that any information on the basis of which the approval was issued is incorrect; or
  - (d) construction activity on the Parcel of Land, subject to the approval, otherwise threatens the health, safety, or protection of the public.
- 17.1** Notice of revocation of the approval shall be in writing and transmitted to the Applicant and the owner of the Parcel of Land by mail or courier, and deemed served at the expiration of three (3) business days from the date of sending, or such other means to effect service.
- 17.2** A person who has been notified that an Approval has been revoked *must* (AB#1160) immediately cease work related to the Application and remedy the cause for the revocation to the satisfaction of the Village, who may then reinstate the Approval.

## **PENALTIES, ENFORCEMENT AND IMMUNITY**

- 18.0** Every person who contravenes any provision of this Bylaw commits an offense punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00.
- 18.1** The Village may designate enforcement officers for the purposes of this Bylaw.
- 18.2** No action for damages lies or may be instituted against present or past Council, Chief Administrative Officer or their designate, the Planning Department, Bylaw Officer, or members, employees, servants or agents of either Village or Council:
- (a) for anything said or done or omitted to be said or done by that person in the performance or intended performance of the person's duty or the exercise of the person's authority; or
  - (b) for any alleged neglect or default in the performance or intended performance of the person's duty or the exercise of the person's authority.
- 18.3** The previous section does not provide a defence if:
- (a) the individual has, in relation to the conduct that is the subject matter of the action, been guilty of dishonesty, gross negligence or malicious or willful misconduct; or
  - (b) the cause of action is libel or slander.

**18.4** Village, present or past Council, or members, employees, servants or agents of any of Village or Council is not liable for any damages or other loss, including economic loss, sustained by any person, or to the property of any person, as a result of neglect or failure, for any reason, to discover or detect any contravention of this Bylaw or any other Village Bylaw, or from the neglect or failure, for any reason or in any manner, to enforce this Bylaw or any other Village Bylaw.

**LAND USE POLICIES**

**19.0** The Village is authorized to make any policies that are required to compliment the requirements of this bylaw.

**DEVELOPMENT VARIANCE PERMIT**

AB#1160

**20.0** A variance must not change the use or density for a Parcel of Land, but there is otherwise no restriction on what may be considered provided the decision maker has considered each of the following:

AB#1160

(a) whether the variance is desirable for the appropriate development or use of the parcel of land, building or structure;

(b) whether the general intent and purpose of the Official Community Plan or the Zoning Bylaw, if any, will be maintained; and

AB#1160

(c) whether the variance is in the best interests, including the health, safety and protection of the public.

**REPEAL**

**21.0** The Public Notice Provision Bylaw No. 553, 1991 is repealed in its entirety.

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF DECEMBER, 2016

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF DECEMBER, 2016

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF DECEMBER, 2016

ADOPTED THIS 19<sup>th</sup> DAY OF DECEMBER, 2016

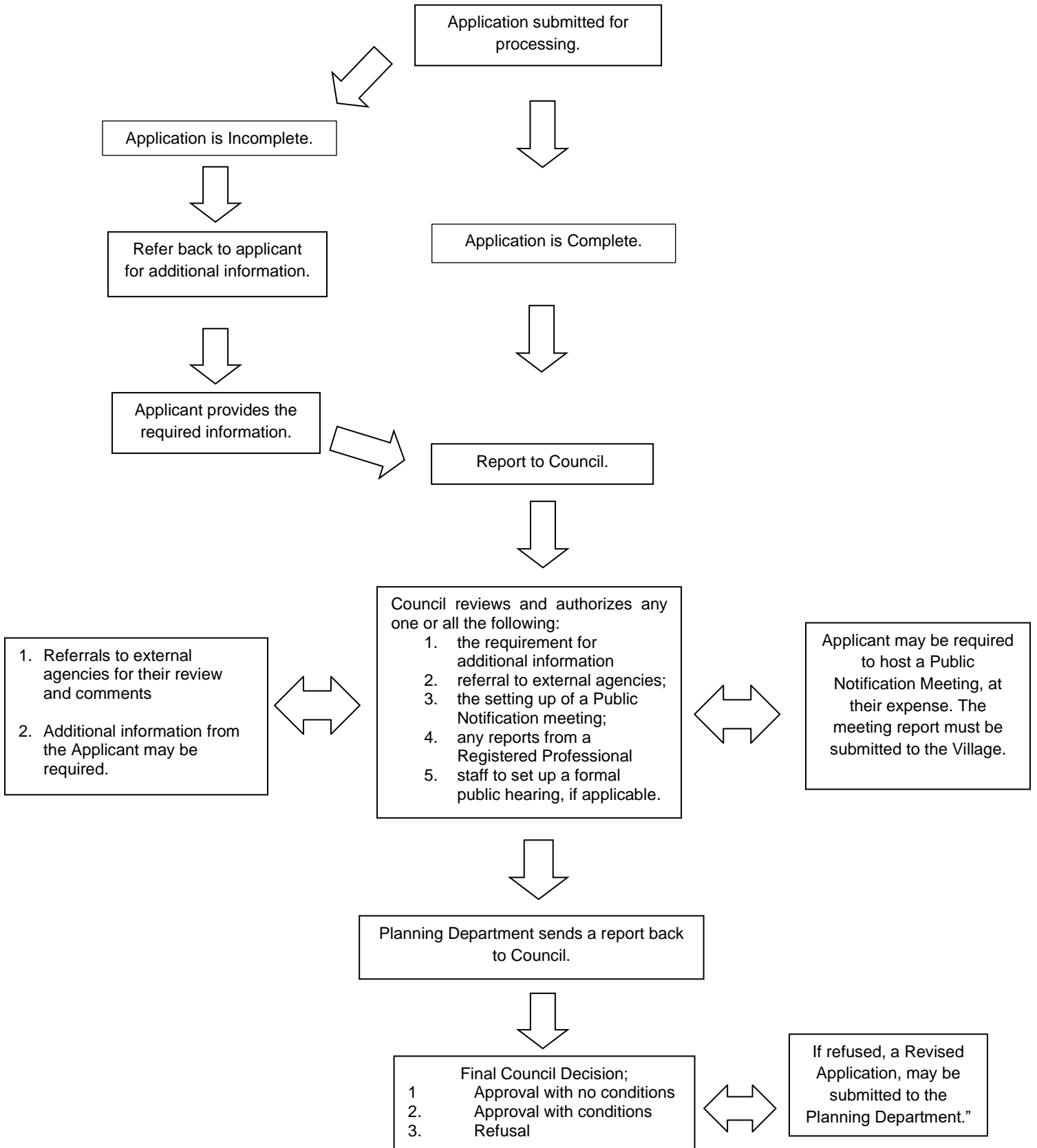
AMENDMENT BYLAW 1160 ADOPTED ON THE 21<sup>st</sup> OF JUNE, 2021

“Leo Facio”  
\_\_\_\_\_  
Mayor

“Debra Key”  
\_\_\_\_\_  
Corporate Officer

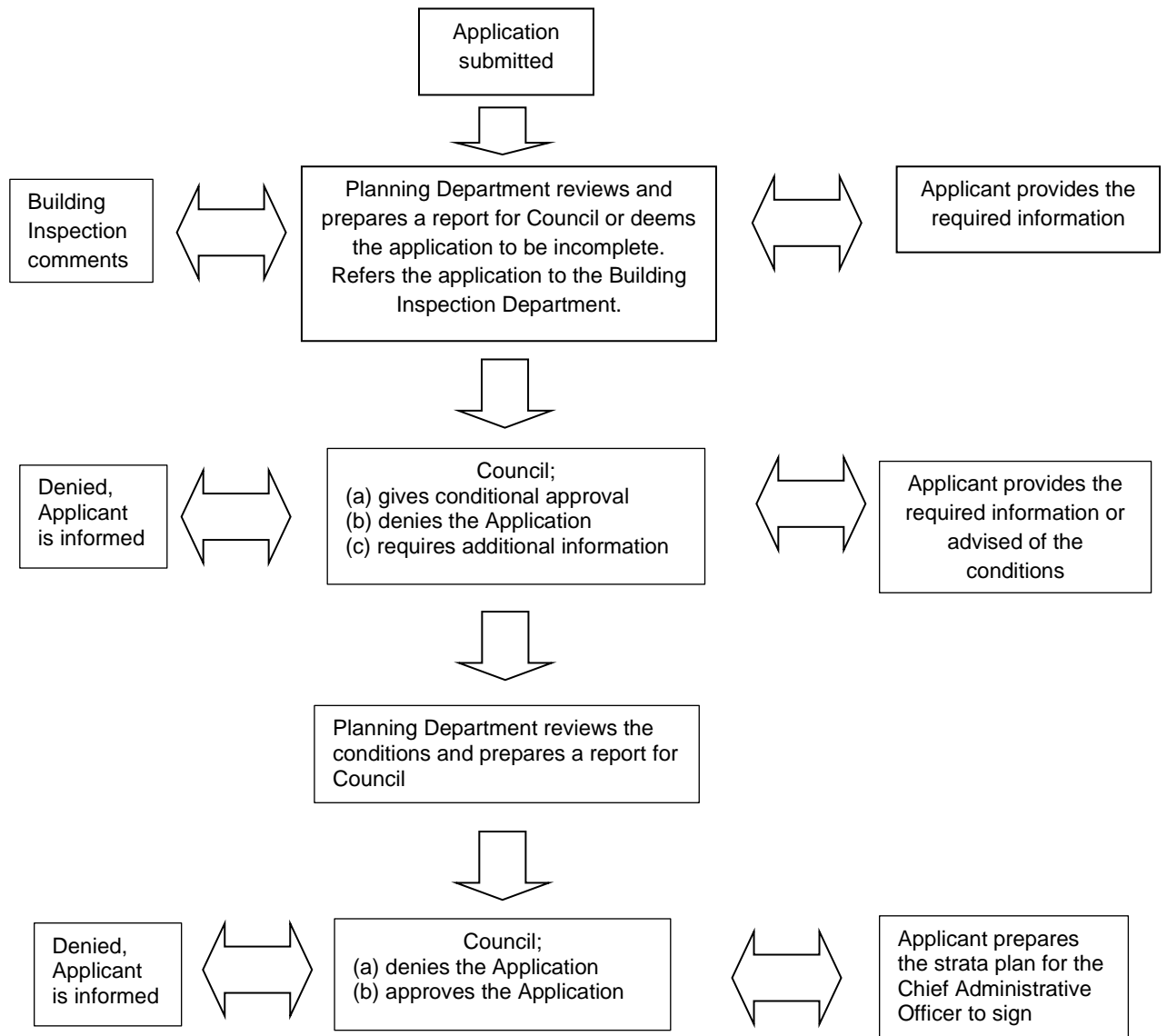


**“SCHEDULE “A”  
PART 14 APPLICATION PROCESSING FLOWCHART (AB#1160)**



**SCHEDULE "B"**

**BUILDING CONVERSION STRATA APPLICATION PROCESSING FLOWCHART**





# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 3, 2023  
**FROM:** Ken Cossey MCIP, RPP **FILE:** 3360-20-Z02/23  
Planning Consultant (259 Hot Springs Road)  
**SUBJECT:** Rezoning Amendment Bylaw

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### ISSUE:

Review of Zoning Amendment Bylaw No. 1194, 2023. This includes consideration of the suggested referral agencies, and the setting up of a Public Notification meeting. The Amendment Bylaw proposes to change the current Floor Area Ratio from 1.5 to 1.8, change the Lot Coverage from 75% to 89.39% and change the Building Height from 15 M to 17.61 M.

### BACKGROUND INFORMATION:

Based upon a review of the Village’s Official Community Plan (OCP), the site is within the Village Centre designation, and within the Lakeshore Development Permit Area.

As per the Village’s Zoning Bylaw No. 1115, 2017, the site is zoned as Village Commercial (C-1) and is bounded by Lillooet Avenue to the north, Hot Springs Road to the west, and Cedar Avenue to the south.



## Site Information

The site is approximately 0.41 Ha (4,062 M<sup>2</sup> or 1.01 Ac) in area and currently contains a motel, 25 RV sites, a tent camping area, and a small restaurant. All existing Buildings or Structures are to be demolished when the development application is approved. The surrounding uses include restaurants, hotels, a gas station, and the Harrison Resort Mineral pool.

The site is relatively flat, is fully serviced and is accessed by vehicles off of Hot Springs Road. The site has a historical marker attached to a fence, indicating that this site was once the home of the Elliot Nursing Home in 1902. The owner wishes to retain the sign and the fence; it is attached to with the new development.

## DEVELOPMENT PROPOSAL:

The application is for a 74 multi-unit residential building. The proposal includes one level of above ground parking with four storeys of residential units above this level, for a total of five storeys. In order to achieve this, the applicant needs to amend the Village's Zoning Bylaw. The attached draft bylaw purposes to do the following:

1. Change the allowable FAR from 1.5 to 1.8;
2. Change the current maximum Lot coverage from 75% to 89.39%; and
3. Change the allowable maximum Building height from 15 M to 17.61 M.

The applicant is proposing to develop a private internal courtyard for the building residents' use only. The parkade entrance will be off of Cedar Avenue and the pedestrian entrance will be off of Lillooet Avenue. The dwelling units will range in size from 596 ft<sup>2</sup> (55.3 M<sup>2</sup>) to 1,255 ft<sup>2</sup> (116.5 M<sup>2</sup>).

## Off Street Parking

The required number of parking stalls for this size of development is 93. With this number of required parking stalls, the number of disabled persons parking stalls is 6. With the above ground parkade, the on-site parking requirements have been exceeded.

The breakdown for stalls is as follows;

1. 86 regular stalls, which includes the required 6 disabled persons parking stalls,
2. 7 tandem stalls. This type of parking is set up to handle two cars parking in the same parking space, with one car parked in front of the other. The first car in cannot generally leave until the second car leaves.

With the tandem parking stalls, the total on-site parking is 100 vehicles, which exceeds the required 93 stalls.

## Public Realm Improvements - as offered by the developer

None being offered, at this time.

## PLANNING TOOLS SUMMARIZED:

### Use and Purpose of the Floor Area Ratio (FAR)

The FAR is a measurement of a Building's or Structure's floor area in relation to the size of the Lot that the Building or Structure will be located on. Generally, the FAR is expressed in a decimal format, and is an effective way to calculate the bulk or mass of the proposed development on a particular site. The FAR is also used in conjunction with other development standards such as Building Heights, and Lot Coverage. Within the Village's current Zoning Bylaw is the following definition:

#### “Floor Area Ratio (FAR)

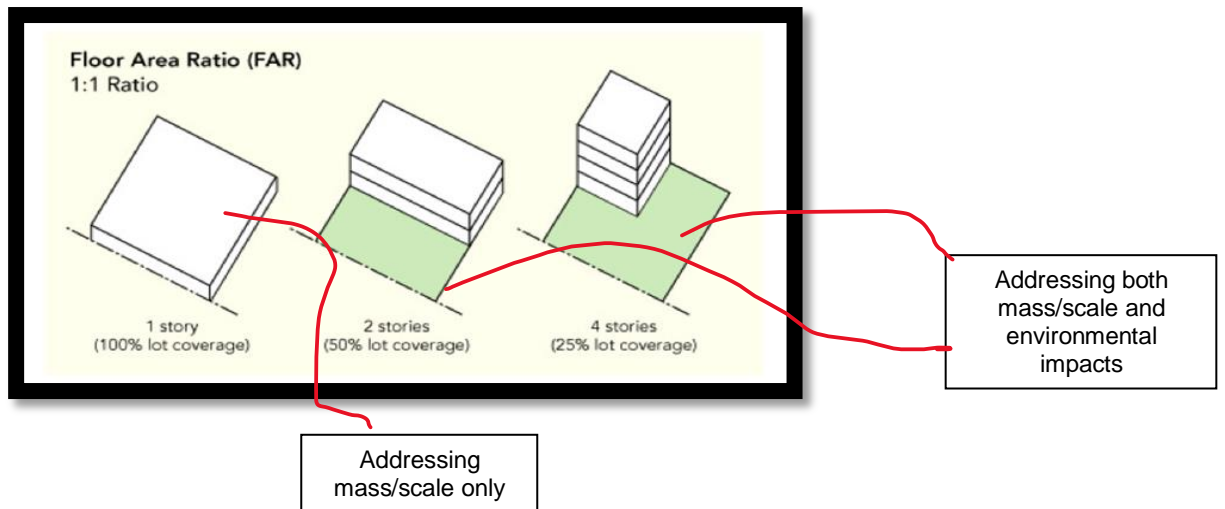
means a ratio between the Building or Structure size and the Lot size, that is used to control the bulk of the Building or Structure;”

Source: Zoning Bylaw 1115, 2017

The FAR is most often used to express development intensity of non-residential land uses, such as commercial and industrial uses.

### Purpose of the FAR

The FAR can be used to lessen environmental impacts of the development, to control the mass and scale of the development, or both as outlined in the diagram below.



The FAR considers the footprint of the Building or Structure and the entire occupied areas of the proposed development. Unoccupied areas such as but not limited to

parking garages, elevator shafts and basements are generally not included in the calculation of the FAR.

### **Purpose of Lot Coverage**

Lot Coverage is used as a planning tool to control the scale of development on a Lot, and the overall building footprint is controlled through the use of this tool. Within the Village's current Zoning Bylaw is the following definition.

#### **“Lot Coverage**

means the Building Area of all the Buildings and Structures that are allowed to cover a Lot and is expressed as a percentage figure of the total area of the Lot;”

Source: Zoning Bylaw 1115, 2017

### **Purpose of the Building Height**

This type of planning tool controls the overall height of the Building or Structure. Architectural elements that do not add floor area to a Building or Structure, such as parapet walls, chimneys, vents, and roof equipment are not considered part of the height of a Building or Structure. In the case of the Village's Zoning Bylaw the following are also included:

- Communication towers;
- Spires, belfries, and domes;
- Flag poles;
- Elevator shafts; and
- Stair and hose towers.

## **ADDITIONAL COMMENTS**

### **Accessibility Impact Statement**

In terms of accessibility the project must meet the BC Building Code requirements for universal accessibility as per the Building Access Handbook, 2014.

### **Agency Referrals**

Staff recommend that the following agencies have the draft bylaw referred to them and ask that they provide feedback on this development project:

1. Advisory Planning Commission
2. The Village's Fire Department
3. The Ministry of Transportation and Infrastructure

Please note that all the referral agency comments must be received by staff prior to any Public Hearing being held, as these comments must be shared with the public during the Public Hearing.

## **Crime Prevention Through Environmental Design (CPTED)**

The developer has prepared a CPTED Review Report, dated May 23, 2023. The author of this report utilized the four key principles of CPTED, as outlined below;

1. Natural Surveillance;
2. Natural Access Control;
3. Territoriality; and
4. Maintenance and Management.

While the report has been finalized, staff at this time have not held any discussions with the developer to discuss the implementation of the CPTED recommendations.

### **Title Review**

The Title of this site has been reviewed and there is no flood covenant registered on title. This issue will need to be addressed prior to any actual development starting on this parcel of land.

### **Public Notification Meeting**

As outlined in the Village's Development Procedures Bylaw No. 1090, 2016, specifically s. 11.0, Council can require that the developer hold a Public Notification meeting.

### **Concerns**

Overall, there are five major issues or concerns with this application.

The change of the Lot coverage from 75% to 89.95% could impact the current storm water drainage and direction of the storm water flows, as well as the intensity of the development and the overall neighbourhood character. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires.

With the change from the smaller scale tourist operation to a higher density residential use, the traffic flows and patterns may change along Hot Springs Road and the adjacent Cedar and Lillooet Avenues. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires. Some of these concerns may be addressed after the draft bylaw is referred to the Ministry of Transportation and Infrastructure for comment.

Any community safety issues will be addressed when the Fire Department is able to review the overall application.

There is no indication of any affordable housing units that may be made available within this development.

The lack of any public realm improvements.

Overall, the project can be moved forward to determine what, if any, requirements the community may have about this development project.

**RECOMMENDATION:**

1. THAT staff be authorized to refer the Zoning Amendment application for 259 Hot Springs Road to the Advisory Planning Commission, the Harrison Hot Springs Fire Department, and the Ministry of Transportation and Infrastructure; and
2. FURTHER THAT Council request the developer to set up a Public Notification meeting as per section 11.0 of the Village's Development Procedure Bylaw No. 1060, 2016.

**Respectfully Submitted:**



Ken Cossey, MCIP, RPP  
Planning Consultant

**Reviewed By:**



Tyson Koch  
Chief Administrative Officer

Attachment (1) Zoning Amendment Bylaw 1194, 2023



**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE REGULAR MEETING OF COUNCIL**

**DATE:** Tuesday, October 3, 2023

**TIME:** 7:00 p.m.

**PLACE:** Council Chambers, Village Office  
495 Hot Springs Road, Harrison Hot Springs, BC

**IN ATTENDANCE:** Mayor Ed Wood  
Councillor John Allen  
Councillor Leo Facio  
Councillor Allan Jackson  
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch  
Chief Financial Officer, Scott Schultz  
Corporate Officer, Amanda Graham  
Operations Manager, Jace Hodgson  
Planning Consultant, Ken Cossey

**ABSENT:**

**1. CALL TO ORDER**

Mayor Wood called the meeting to order at 7:00 p.m.  
Mayor Wood acknowledged the traditional territory of Sts'ailes.

Mayor Wood welcomed Councillor Allen to Council.

Mayor Wood asked for a moment of silence for four firefighters and one police officer who recently lost their lives.

**2. INTRODUCTION OF LATE ITEMS**

- Letter dated September 8, 2023 from The Blue Dandelion regarding The Starlight Skating Rink be added as item 6 (iv)(t) to the agenda.
- New business from Councillor Allen regarding the four oak trees on the west end of Lillooet Avenue be added as item 14 (c) to the agenda.

**3. APPROVAL OF AGENDA**

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the agenda be approved as amended.

**CARRIED**  
**OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
*RC-2023-10-01*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 3, 2023

4. **ADOPTION OF COUNCIL MINUTES**

Councillor Allen abstained from voting, indicating that he was not a member of Council at the time these meetings took place and cannot confirm the accuracy of minutes.

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Regular Council Meeting minutes of August 8, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-02*

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the Public Hearing Record for the Official Community Plan Bylaw No. 1184 dated August 9, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-03*

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the Special Pre-Closed Council Meeting minutes of August 21, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-04*

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT the Committee of the Whole Meeting minutes of August 22, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-05*

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Special Pre-Closed Council Meeting minutes of August 25, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-06*

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 3, 2023*

**5. BUSINESS ARISING FROM THE MINUTES**

Mayor Wood inquired as to the number of people who applied to the Accessibility, Age-Friendly, Communities in Bloom and Environmental Advisory Committees. The Chief Administrative Officer advised that there have been some applicants, however, the Community Services Coordinator has the exact numbers.

As per Section 6(f) of Council Procedure Bylaw No. 1164, 2021 and Section 116 of the *Community Charter*, Mayor Wood ordered Councillor Facio to leave his seat for the meeting citing a contravention under Section 6(o) of Council Procedure Bylaw No. 1164, 2021 and Section 117 of the *Community Charter* relating to the release of confidential information from a closed meeting.

Councillor Facio requested clarification on the matter. Mayor Wood requested that Councillor Facio leave his seat for the meeting or apologize as per Section 6(g) of Council Procedure Bylaw No. 1164, 2021.

**Moved by Councillor Vidal**

THAT the Regular Council Meeting of October 3, 2023 be closed to the public pursuant to Sections 90(1)(a), 90(1)(c), 90(1)(e) and 90(1)(k) of the *Community Charter*.

**MOTION FAILED  
LACK OF SECONDER**

Councillor Allen raised a point of order that the proper process is for Council to resolve itself into a closed Committee of the Whole meeting and then rise and report to Council.

**Moved by Councillor Jackson  
Seconded by Councillor Vidal**

THAT the meeting be adjourned at 7:31 p.m.

Councillor Allen raised a point of order that the Chair, not a Councillor, is to call for motions, recognize the mover and the seconder, call for debate and determine whether the motion passes or fails.

Councillor Jackson raised a point of order that there is a motion on the table that must be debated and decided.

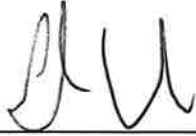
Mayor Wood did not recognize the motion to adjourn put forward by Councillor Jackson.

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 3, 2023

**Moved by Mayor Wood**  
**Seconded by Councillor Jackson**

THAT the meeting be adjourned at 7:47 p.m.

**CARRIED**  
**OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
*RC-2023-10-07*



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Ed Wood  
Mayor



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Amanda Graham  
Corporate Officer



# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 16, 2023

**FROM:** Ken Cossey MCIP, RPP **FILE:** 3360-20-Z02/23  
 Planning Consultant (259 Hot Springs Road)

**SUBJECT: Rezoning Amendment Bylaw**

### ISSUE:

Review of Zoning Amendment Bylaw No. 1194, 2023. This includes consideration of the suggested referral agencies, and the setting up of a Public Notification meeting. The Amendment Bylaw proposes to change the current Floor Area Ratio from 1.5 to 1.8, change the Lot Coverage from 75% to 89.39% and change the Building Height from 15 M to 17.61 M.

### BACKGROUND INFORMATION:

Based upon a review of the Village’s Official Community Plan (OCP), the site is within the Village Centre designation, and within the Lakeshore Development Permit Area.

As per the Village’s Zoning Bylaw No. 1115, 2017, the site is zoned as Village Commercial (C-1) and is bounded by Lillooet Avenue to the north, Hot Springs Road to the west, and Cedar Avenue to the south.



## Site Information

The site is approximately 0.41 Ha (4,062 M<sup>2</sup> or 1.01 Ac) in area and currently contains a motel, 25 RV sites, a tent camping area, and a small restaurant. All existing Buildings or Structures are to be demolished when the development application is approved. The surrounding uses include restaurants, hotels, a gas station, and the Harrison Resort Mineral pool.

The site is relatively flat, is fully serviced and is accessed by vehicles off of Hot Springs Road. The site has a historical marker attached to a fence, indicating that this site was once the home of the Elliot Nursing Home in 1902. The owner wishes to retain the sign and the fence; it is attached to with the new development.

## DEVELOPMENT PROPOSAL:

The application is for a 76 multi-unit residential building. The proposal includes one level of above ground parking with four storeys of residential units above this level, for a total of five storeys. In order to achieve this, the applicant needs to amend the Village's Zoning Bylaw. The attached draft bylaw purposes to do the following:

1. Change the allowable FAR from 1.5 to 1.8;
2. Change the current maximum Lot coverage from 75% to 89.39%; and
3. Change the allowable maximum Building height from 15 M to 17.61 M.

The applicant is proposing to develop a private internal courtyard for the building residents' use only. The parkade entrance will be off of Cedar Avenue and the pedestrian entrance will be off of Lillooet Avenue. The dwelling units will range in size from 596 ft<sup>2</sup> (55.3 M<sup>2</sup>) to 1,255 ft<sup>2</sup> (116.5 M<sup>2</sup>).

## Off Street Parking

The required number of parking stalls for this size of development is 93. With this number of required parking stalls, the number of disabled persons parking stalls is 6. With the above ground parkade, the on-site parking requirements have been exceeded.

The breakdown for stalls is as follows;

1. 86 regular stalls, which includes the required 6 disabled persons parking stalls,
2. 7 tandem stalls. This type of parking is set up to handle two cars parking in the same parking space, with one car parked in front of the other. The first car in cannot generally leave until the second car leaves.

With the tandem parking stalls, the total on-site parking is 100 vehicles, which exceeds the required 93 stalls.

## Public Realm Improvements - as offered by the developer

None being offered, at this time.

## PLANNING TOOLS SUMMARIZED:

### Use and Purpose of the Floor Area Ratio (FAR)

The FAR is a measurement of a Building's or Structure's floor area in relation to the size of the Lot that the Building or Structure will be located on. Generally, the FAR is expressed in a decimal format, and is an effective way to calculate the bulk or mass of the proposed development on a particular site. The FAR is also used in conjunction with other development standards such as Building Heights, and Lot Coverage. Within the Village's current Zoning Bylaw is the following definition:

#### “Floor Area Ratio (FAR)

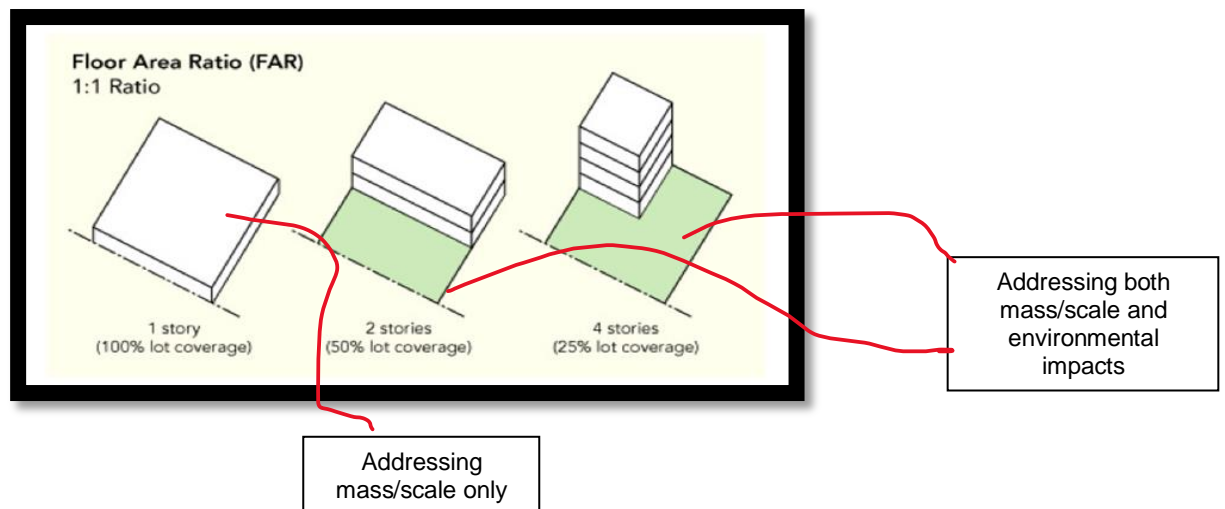
means a ratio between the Building or Structure size and the Lot size, that is used to control the bulk of the Building or Structure;”

Source: Zoning Bylaw 1115, 2017

The FAR is most often used to express development intensity of non-residential land uses, such as commercial and industrial uses.

### Purpose of the FAR

The FAR can be used to lessen environmental impacts of the development, to control the mass and scale of the development, or both as outlined in the diagram below.



The FAR considers the footprint of the Building or Structure and the entire occupied areas of the proposed development. Unoccupied areas such as but not limited to

parking garages, elevator shafts and basements are generally not included in the calculation of the FAR.

### **Purpose of Lot Coverage**

Lot Coverage is used as a planning tool to control the scale of development on a Lot, and the overall building footprint is controlled through the use of this tool. Within the Village's current Zoning Bylaw is the following definition.

#### **“Lot Coverage**

means the Building Area of all the Buildings and Structures that are allowed to cover a Lot and is expressed as a percentage figure of the total area of the Lot;”

Source: Zoning Bylaw 1115, 2017

### **Purpose of the Building Height**

This type of planning tool controls the overall height of the Building or Structure. Architectural elements that do not add floor area to a Building or Structure, such as parapet walls, chimneys, vents, and roof equipment are not considered part of the height of a Building or Structure. In the case of the Village's Zoning Bylaw the following are also included:

- Communication towers;
- Spires, belfries, and domes;
- Flag poles;
- Elevator shafts; and
- Stair and hose towers.

## **ADDITIONAL COMMENTS**

### **Accessibility Impact Statement**

In terms of accessibility the project must meet the BC Building Code requirements for universal accessibility as per the Building Access Handbook, 2014.

### **Agency Referrals**

Staff recommend that the following agencies have the draft bylaw referred to them and ask that they provide feedback on this development project:

1. Advisory Planning Commission
2. The Village's Fire Department
3. The Ministry of Transportation and Infrastructure

Please note that all the referral agency comments must be received by staff prior to any Public Hearing being held, as these comments must be shared with the public during the Public Hearing.



## **Crime Prevention Through Environmental Design (CPTED)**

The developer has prepared a CPTED Review Report, dated May 23, 2023. The author of this report utilized the four key principles of CPTED, as outlined below;

1. Natural Surveillance;
2. Natural Access Control;
3. Territoriality; and
4. Maintenance and Management.

While the report has been finalized, staff at this time have not held any discussions with the developer to discuss the implementation of the CPTED recommendations.

### **Title Review**

The Title of this site has been reviewed and there is no flood covenant registered on title. This issue will need to be addressed prior to any actual development starting on this parcel of land.

### **Public Notification Meeting**

As outlined in the Village's Development Procedures Bylaw No. 1090, 2016, specifically s. 11.0, Council can require that the developer hold a Public Notification meeting.

### **Concerns**

Overall, there are five major issues or concerns with this application.

The change of the Lot coverage from 75% to 89.95% could impact the current storm water drainage and direction of the storm water flows, as well as the intensity of the development and the overall neighbourhood character. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires.

With the change from the smaller scale tourist operation to a higher density residential use, the traffic flows and patterns may change along Hot Springs Road and the adjacent Cedar and Lillooet Avenues. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires. Some of these concerns may be addressed after the draft bylaw is referred to the Ministry of Transportation and Infrastructure for comment.

Any community safety issues will be addressed when the Fire Department is able to review the overall application.

There is no indication of any affordable housing units that may be made available within this development.

The lack of any public realm improvements.

Overall, the project can be moved forward to determine what, if any, requirements the community may have about this development project.

**RECOMMENDATION:**

1. THAT staff be authorized to refer the Zoning Amendment application for 259 Hot Springs Road to the Advisory Planning Commission, the Harrison Hot Springs Fire Department, and the Ministry of Transportation and Infrastructure; and
2. FURTHER THAT Council request the developer to set up a Public Notification meeting as per section 11.0 of the Village's Development Procedure Bylaw No. 1060, 2016.

**Respectfully Submitted:**



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Ken Cossey, MCIP, RPP  
Planning Consultant

**Reviewed By:**



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Tyson Koch  
Chief Administrative Officer

Attachment (1) Zoning Amendment Bylaw 1194, 2023



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1194, 2023

A bylaw to amend the Village of Harrison Hot Springs
Zoning Bylaw No. 1115, 2017

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2018;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

CITATION

- 1. This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Amendment Bylaw No. 1194, 2023".

TEXT AMENDMENT

That:

- (a) Under the C-1 Zone "Development Regulations for the Commercial Uses", the following number 11 is inserted in the Notes section;
(b) Under the Notes section the following is inserted;
"11/. For land legally described as Lot "A" Block 2, Section 13, Township 4, Range 29, West of the 6th Meridian, New Westminster District Plan 251 (PID 002-223-457), the maximum allowable Floor Area Ratio must not exceed 1.8, the Lot Coverage must not exceed 89.93%, and the maximum height must not exceed 17.61 M."

READ A FIRST TIME THIS DAY OF 2023.

READ A SECOND TIME THIS DAY OF 2023.

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2023.

Ministry of Transportation and Infrastructure Approval provided on the DAY OF , 2023.

READ A THIRD TIME THIS DAY OF , 2023.

ADOPTED THIS DAY OF , 2023.

Mayor

Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE REGULAR MEETING OF COUNCIL**

**DATE:** Monday, October 16, 2023 at 7:00 p.m. and  
Wednesday, October 18, 2023 at 10:00 a.m.

**PLACE:** Council Chambers, Memorial Hall  
290 Esplanade Avenue, Harrison Hot Springs, BC

**IN ATTENDANCE:** Mayor Ed Wood  
Councillor John Allen  
Councillor Leo Facio  
Councillor Allan Jackson  
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch  
Chief Financial Officer, Scott Schultz  
Corporate Officer, Amanda Graham  
Community Services Coordinator, Christy Ovens  
Operations Manager, Jace Hodgson  
Planning Consultant, Ken Cossey

**ABSENT:**

**1. CALL TO ORDER**

Mayor Wood called the meeting to order at 7:00 p.m.  
Mayor Wood acknowledged the traditional territory of Sts'ailes.

**2. INTRODUCTION OF LATE ITEMS**

Mayor Wood requested, as per Councillor Facio and Councillor Vidal's requests, that Council move into a closed meeting following item 15 – Questions from the Public.

**3. APPROVAL OF AGENDA**

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the agenda be approved as amended by moving to a closed meeting after item 15 – Questions from the Public.

**MOTION NOT VOTED ON**

**Moved by Councillor Vidal**

THAT New Business item 14 (c) – Oak Trees on Lillooet Avenue be removed from the agenda as per section 131 of the *Community Charter*.

Mayor Wood called the motion out of order as the discussion and debate took place before the motion.

Councillor Allen raised a point of order as to whether there was a motion on the floor. Mayor Wood clarified that the motion on the floor is for approval of the agenda as amended.

Village of Harrison Hot Springs  
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**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the agenda be approved as amended by moving to a closed meeting after item 15 – Questions from the Public.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

Councillor Allen raised a point of order that without approval of the agenda, the meeting should be adjourned.

Councillor Allen raised a point of order that Council should have voted on amending the agenda by adding a motion to move into a closed meeting at the end of the agenda.

**Moved by Councillor Jackson**  
**Seconded by Councillor Facio**

THAT the agenda be approved.

**MOTION NOT VOTED ON**

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT New Business item 14 (c) – Oak Trees on Lillooet Avenue be removed from the agenda as per section 131 of the *Community Charter*.

**MOTION NOT VOTED ON**

**Moved by Councillor Jackson**  
**Seconded by Councillor Facio**

THAT the agenda be approved.

**CARRIED**  
**OPPOSED BY COUNCILLOR VIDAL**  
*RC-2023-10-08*

**4. ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Jackson**  
**Seconded by Councillor Facio**

THAT the Regular Council Meeting minutes of October 3, 2023 be adopted.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-09*

**5. BUSINESS ARISING FROM THE MINUTES**

None

**6. CONSENT AGENDA**

- iii. (a) Advisory Planning Commission Minutes of August 30, 2022
- iv. (a) Email dated August 9, 2023 from the Forest Practices Board  
Re: Wildfire Management Report
- (b) Letter dated August 10, 2023 from the Minister of Emergency  
Management and Climate Readiness  
Re: Evacuation Route
- (c) Letter dated August 11, 2023 from the District of Kent to the Minister of  
Emergency Management and Climate Readiness  
Re: Evacuation Route
- (d) Letter dated August 11, 2023 from the Minister of Emergency  
Management and Climate Readiness  
Re: Support for District of Kent's Letter Re: Evacuation Route
- (e) Letter dated August 22, 2023 from Allan Garneau  
Re: Strategic Planning
- (f) Letter dated August 22, 2023 to the Minister of Public Safety and  
Solicitor General from the FVRD Chair and Mayor's Committee  
Re: Changes to BC Highway Patrol Services
- (g) Letter dated September 7, 2023 from Harrison Lake Hotel  
Re: Starlight Skating Rink
- (h) Letter dated September 8, 2023 from Harrison Hot Springs Resort &  
Spa  
Re: Starlight Skating Rink
- (i) Letter dated September 8, 2023 from Tourism Harrison River Valley  
Re: Starlight Skating Rink
- (j) Letter dated September 8, 2023 from the Blue Dandelion Stores  
Re: Starlight Skating Rink
- (k) Letter dated September 9, 2023 from BC Sport Fishing Group  
Re: Starlight Skating Rink
- (l) Letter dated September 9, 2023 from Muddy Waters  
Re: Starlight Skating Rink
- (m) Email dated September 10, 2023 from Canwest Art Gallery on the Lake

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
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Re: Starlight Skating Rink

- (n) Letter dated September 14, 2023 from the Youth Parliament of British Columbia  
Re: Youth Invitation to 95<sup>th</sup> Youth Parliament
- (o) Email dated September 22, 2023 from Gail Mitchell  
Re: Aquamation
- (p) Letter dated September 25, 2023 from BC Geographical Names Office  
Re: Invitation for Comments – Proposed Area Name Changes

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the Consent Agenda be received.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-10*

**7. DELEGATIONS/PETITIONS**

None

**8. CORRESPONDENCE**

- (a) Letter dated August 4, 2023 from Megan Hart  
Re: Evacuation Route
- (b) Email dated August 25, 2023 from Harrison Watersports  
Re: New Tenure Application
- (c) Email dated October 3, 2023 from Megan Hart  
Re: Council Meeting Location
- (d) Email dated October 4, 2023 from Gabriele Thornton  
Re: Council Meeting Location
- (e) Email dated October 5, 2023 from Loretta Melanson  
Re: Council Meeting Location
- (f) Email dated October 10, 2023 from Wolf Thornton  
Re: Council Meeting Location

Village of Harrison Hot Springs  
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**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT the letter dated August 4, 2023 from Megan Hart, the email dated August 25, 2023 from Harrison Watersports, the email dated October 3, 2023 from Megan Hart, the email dated October 4, 2023 from Gabriele Thornton, the email dated October 5, 2023 from Loretta Melanson and the email dated October 10, 2023 from Wolf Thornton be received.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-11*

**9. BUSINESS ARISING FROM CORRESPONDENCE**

Mayor Wood announced that the Village's joint application with the District of Kent for the park boundary adjustment was sent to the Province last week and the Village expects to receive a response by the end of the month.

**Moved by Mayor Wood**  
**Seconded by Councillor Facio**

THAT item 8(b) – Email from Harrison Watersports be referred back to staff for more information.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2023-10-12*

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT Council Meetings be moved back to Memorial Hall.

**Amendment moved by Councillor Vidal**

THAT the matter of moving Council Meetings back to the Memorial Hall be referred to the next Committee of the Whole meeting.

**CARRIED**  
**OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
*RC-2023-10-13*

**10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS**

**Councillor Jackson**

- Fraser Valley Regional Library Board (Municipal Director)
  - Attended a meeting on September 27, 2023
- Tourism Harrison
  - Attended a meeting on September 27, 2023
  
- Attended the UBCM convention from September 18-22, 2023



*Village of Harrison Hot Springs  
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**Councillor Allen**

- Attended the Special Council meeting on October 12, 2023

**Councillor Vidal**

- Community Futures North Fraser Board of Directors – No Report
- Corrections Canada Citizen’s Advisory Committee
  - Attended meetings on September 6, 2023 and October 4, 2023
- Kent Harrison Joint Emergency Program Committee
  - Attended a meeting on September 26, 2023
- Participated in the Terry Fox Run on September 1, 2023
- Attended the UBCM convention from September 18-22, 2023
- Attended the Lower Mainland Local Government Association Strategic Planning session on September 27, 2023
- Attended the Fire Department Open House on October 14, 2023
- Congratulated Councillor Facio on receiving a plaque at the UBCM convention for 27 years of service to local government

**Councillor Facio**

- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director)
  - Attended meetings on September 14 and 28, 2023 and October 12, 2023
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended the UBCM convention from September 18-22, 2023

**11. MAYOR’S REPORT**

- Spoke on the rule of law and procedural fairness and forthcoming updates to the land development bylaws
- Reported that Storytime in the Park had a large turnout at the Harrison Hot Springs Elementary School
- Toured the Fraser Valley Regional District’s Emergency Operations Centre
- Attended the Lets’emot C2C meeting on August 30, 2023
- Reported on various meetings with the Minister of Emergency Management and Climate Readiness regarding the proposed evacuation route
- Reported on visitor numbers this year
- Reported that the CUPE collective agreement has been ratified
- Thanked the candidates who ran during the By-Election
- Reported on the use of Memorial Hall as an emergency cooling centre and thanked the volunteers for their contributions
- Reported on a Kent-Harrison Historical Society newsletter
- Visited the Social Club that operates on Thursdays at Memorial Hall
- Attended the Terry Fox run with Mayor Pranger and Councillor Vidal
- Reported on a FireSmart community meeting organized by a resident which featured Mayor McCormick of Kimberley as a speaker
- Reported on the October 12, 2023 Special Council Meeting orientation with Ron Poole
- Thanked the Fire Department and Fire Chief for putting on their Open House event

**12. REPORTS FROM STAFF**

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- (a) Report of Chief Election Officer dated October 16, 2023  
Re: Results of By-Election

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the results of the 2023 Municipal By-Election Report be received; and

THAT staff bring forward draft amendments to the General Election and Other Voting Procedures Bylaw No. 1121, 2022 to include provisions for the placement of election signage.

**CARRIED**  
**UNANIMOUSLY**  
RC-2023-10-14

- (b) Report of Chief Administrative Officer dated October 16, 2023  
Re: Release of Closed Meeting Resolutions

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the following closed meeting resolutions be received for information at the October 16, 2023 Regular Council Meeting:

*THAT due to a public safety concern for people and property, Council authorize staff to have all four oak trees on Lillooet Avenue removed; and*

*THAT Council authorize staff to fund the tree removals and replacements from reserves.*  
SIC-2023-08-06

*THAT staff be directed to research options including costing to make the oak tree removal area on Lillooet Avenue more aesthetically pleasing and report their findings back to Council; and*

*THAT staff be directed to work with the contractor during the removal of the oak trees to determine whether there is any salvageable wood that can be saved for possible use in a future beautification project of that same area.*  
SIC-2023-08-07

*THAT the Kent – Harrison Joint Emergency Response and Recovery Plan be referred to the next Committee of the Whole meeting.; and*  
SIC-2023-08-12

*THAT Council accept the resignation of Fire Chief Trevor Todd; and*

*THAT Council appoint Curtis Genest as Acting Fire Chief; and*  
SIC-2023-08-14

Village of Harrison Hot Springs  
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THAT Ms. Judy Duffus, Mr. Allan Garneau and Mr. Robert Guimont be appointed to the Advisory Planning Commission.  
SIC-2023-08-17

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
RC-2023-10-15

- (c) Report of Chief Administrative Officer dated October 16, 2023  
Re: 2023-2026 Strategic Plan

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT Council adopt the 2023-2026 Strategic Plan as amended by changing the name to "2023 Strategic Plan".

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
RC-2023-10-16

- (d) Report of Community Services Coordinator dated October 16, 2023  
Re: Resort Municipality Initiative

**Moved by Councillor Allen**  
**Seconded by Councillor Vidal**

THAT the Resort Municipality Initiative Report dated October 16, 2023 be received for information.

**CARRIED**  
**OPPOSED BY MAYOR WOOD**  
RC-2023-10-17

**Moved by Councillor Allen**  
**Seconded by Mayor Wood**

THAT the businesses wanting the artificial skating rink to operate this winter be invited to lease the equipment from the Village and form a business partnership to operate it.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

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**Moved by Mayor Wood**

THAT the funds that were to be used for the rink cover, firepits, and concession stand washrooms be redirected to fund the evacuation route project subject to the province's authorization.

**MOTION FAILED  
LACK OF SECONDER**

Councillor Facio raised a point of order that the question was called.

- (e) Report of Community Services Coordinator dated October 16, 2023  
Re: Health and Wellness Fair

**Moved by Councillor Allen  
Seconded by Councillor Vidal**

THAT the Community Services Coordinator be authorized to work with the Age-Friendly Committee and community volunteers to plan a Health and Wellness Fair to be held on Saturday, April 13, 2024 at Memorial Hall.

**CARRIED  
OPPOSED BY MAYOR WOOD  
RC-2023-10-18**

- (f) Report of Community Services Coordinator dated October 16, 2023  
Re: Rural Economic Diversification and Infrastructure (REDIP) and Active Transportation Infrastructure Grants Program

**Moved by Councillor Facio  
Seconded by Councillor Jackson**

THAT staff be authorized to submit a grant application to the Rural Economic Diversification and Infrastructure (REDIP) for up to \$1,000,000.

**CARRIED  
OPPOSED BY MAYOR WOOD  
RC-2023-10-19**

**Moved by Councillor Vidal  
Seconded by Councillor Jackson**

THAT staff be authorized to submit a grant application to the British Columbia Active Transportation Infrastructure Grants program for up to \$500,000.

**CARRIED  
OPPOSED BY MAYOR WOOD  
RC-2023-10-20**

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- (g) Report of Community Services Coordinator dated October 16, 2023  
Re: Community Emergency Preparedness Fund

**Moved by Councillor Allen**  
**Seconded by Councillor Facio**

THAT staff be authorized to submit a grant application to UBCM's Volunteer and Composite Fire Departments Equipment and Training program for up to \$30,000.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-21*

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT staff be authorized to submit a grant application to UBCM's Disaster Risk Reduction – Climate Adaptation program for up to for up to \$5,000,000.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-22*

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT staff be authorized to submit a grant application to UBCM's Emergency Support Services Equipment and Training program for up to \$30,000.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-23*

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT staff be authorized to submit a grant application to UBCM's Emergency Operations Centres Equipment and Training program for up to \$30,000.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-24*

- (h) Report of Community Services Coordinator dated October 16, 2023  
Re: FireSmart Program and Funding Opportunities

**Moved by Councillor Facio**  
**Seconded by Councillor Allen**

THAT staff be authorized to begin the process of having the Village recognized as a FireSmart neighbourhood; and

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THAT staff be authorized to prepare an application for the FireSmart Community Funding and Supports Program, an initiative of the Community Resiliency Investment Program up to a maximum of \$200,000 per year for up to two years.

**Amendment moved by Mayor Wood**  
**Amendment seconded by Councillor Allen**

THAT the motion in the FireSmart Program and Funding Opportunities report dated October 16, 2023 be amended by adding the following:

THAT staff be directed to implement a plan in alignment with the Village's 2023 Strategic Plan to brand the Village as a FireSmart community, ensuring public life and infrastructure are at the forefront; and

THAT the utilization of the funding include the prioritization of the creation of a Community Wildfire Resiliency Plan, detailed Fuel Management Prescriptions and the completion of prioritized fuel management.

**MOTION NOT VOTED ON**

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT the meeting be adjourned at 9:51 p.m. and reconvene at 10:00 a.m. on Wednesday, October 18, 2023.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-25*

**WEDNESDAY, OCTOBER 18, 2023**

Mayor Wood called the meeting to order at 10:00 a.m.  
Mayor Wood acknowledged the traditional territory of Sts'ailes.

**Moved by Councillor Allen**  
**Seconded by Councillor Facio**

THAT the Regular Council meeting be reconvened at 10:00 a.m. on Wednesday, October 18, 2023.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-26*

**12. REPORTS FROM STAFF (CONTINUED)**

- (h) Report of Community Services Coordinator dated October 16, 2023  
Re: FireSmart Program and Funding Opportunities

**Amendment moved by Councillor Allen**

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THAT Council resolve into a Committee of the Whole to discuss the FireSmart Program and Funding Opportunities.

**MOTION FAILED**  
**OPPOSED BY COUNCILLOR FACIO, JACKSON AND VIDAL**

**Moved by Councillor Facio**  
**Seconded by Councillor Allen**

THAT staff be authorized to begin the process of having the Village recognized as a FireSmart neighbourhood; and

THAT staff be authorized to prepare an application for the FireSmart Community Funding and Supports Program, an initiative of the Community Resiliency Investment Program up to a maximum of \$200,000 per year for up to two years; and

THAT staff be directed to implement a plan in alignment with the Village's 2023 Strategic Plan to brand the Village as a FireSmart community, ensuring public life and infrastructure are at the forefront; and

THAT the utilization of the funding include the prioritization of the creation of a Community Wildfire Resiliency Plan, detailed Fuel Management Prescriptions and the completion of prioritized fuel management.

**CARRIED**  
**OPPOSED BY COUNCILLORS FACIO AND VIDAL**  
*RC-2023-10-27*

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT the motion in the FireSmart Program and Funding Opportunities report dated October 16, 2023 be further amended by adding the following:

THAT staff retain a Registered Professional Forester with a fee not exceeding \$10,000 to work with the Fire Chief and staff to complete the application to UBCM for FireSmart Community Funding.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-28*

Councillor Allen raised a point of order as to whether Council needs to vote on the main motion as amended.

**Moved by Councillor Allen**  
**Seconded by Councillor Vidal**

That Council approve the motion in the FireSmart Program and Funding Opportunities report dated October 16, 2023 as amended:

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THAT staff be authorized to begin the process of having the Village recognized as a FireSmart neighbourhood; and

THAT staff be authorized to prepare an application for the FireSmart Community Funding and Supports Program, an initiative of the Community Resiliency Investment Program up to a maximum of \$200,000 per year for up to two years; and

THAT staff be directed to implement a plan in alignment with the Village's 2023 Strategic Plan to brand the Village as a FireSmart community, ensuring public life and infrastructure are at the forefront; and

THAT the utilization of the funding include the prioritization of the creation of a Community Wildfire Resiliency Plan, detailed Fuel Management Prescriptions and the completion of prioritized fuel management; and

THAT staff retain a Registered Professional Forester with a fee not exceeding \$10,000 to work with the Fire Chief and staff to complete the application to UBCM for FireSmart Community Funding.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-29*

- (i) Report of Planning Consultant dated October 16, 2023  
Re: The Official Community Plan Bylaw No. 1184, 2022

Mayor Wood called for a first time if any Councillor wished to declare a conflict of interest in relation to item 12 (i).

Mayor Wood called for a second time if any Councillor wished to declare a conflict of interest in relation to item 12 (i).

Mayor Wood ruled item 12 (i) out of order as per Section 473, Division 4 of the *Local Government Act*.

- (j) Report of Planning Consultant dated October 16, 2023  
Re: Rezoning Amendment Bylaw

Mayor Wood ruled item 12 (j) out of order due to procedural fairness not having been followed.

- (k) Report of Planning Consultant dated October 16, 2023  
Re: Consideration on the Issuance of the Requested Development Permit

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT Development Permit DP 02/22 be issued to Razin Enterprises Limited for property located at 200 Hot Springs Road, Harrison Hot Springs for land legally described as:

Lot 7, Blk 1, Sec 13, Twp 4, Rg 29, W6M, New Westminster District Plan 251



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Subject to the following:

- a) The registration of a save-harmless flood covenant that is acceptable to the Village, be placed on the title;
- b) For the installation of or the placement of any signs on the building or structure, the applicant must follow the requirements as outlined in the Village of Harrison Hot Springs Bylaw No. 1126, 2018, as amended from time to time. To start this process, a Comprehensive Sign Plan application must be submitted, and approved by the Village;
- c) The Village receiving an irrevocable letter of credit in the amount of \$1,072,058.00;
- d) The registration of a covenant on title, ensuring that four (4) accessible parking stalls are created for this development; and
- e) The authorization of staff to enter into negotiations for a Community Amenity Contribution, as opposed to a cash-in-lieu of parking settlement.

**MOTION FAILED  
OPPOSED BY MAYOR WOOD, COUNCILLORS ALLEN AND VIDAL**

**13. BYLAWS**

None

**14. NEW BUSINESS**

- (a) New Business from Councillor Facio  
Re: FireSmart Open House

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT staff be directed to liaise with the Fire Department, the Emergency Program Coordinator, Emergency Support Services and Emergency Management BC to organize a FireSmart Open House to be held at Memorial Hall to be held approximately the first week of November.

**CARRIED  
OPPOSED BY MAYOR WOOD**  
*RC-2023-10-30*

- (b) New Business from Mayor Wood  
Re: Emergency Preparedness

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

WHEREAS the Village qualifies for the highest in province, wildland-urban interface fire risk class, and

WHEREAS the Village has no evacuation emergency exit, only a single lane road in and out of the Village, and

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WHEREAS the District of Kent will be submitting the application for the Ruby Creek evacuation route through parkland to the province for approval at the September 2023 UBCM convention, and

WHEREAS the province extended the state of emergency for unprecedented wildfires and drought this past summer, and

WHEREAS the province ministers had weekly meetings with all mayors and their senior staff this past summer where Mayor Wood spoke four (4) times with an urgent plea to expedite the approval of the emergency route through provincial parkland to no avail, and

WHEREAS the Village has a very high level and mostly incomplete joint emergency response and recovery plan with the District of Kent, and

WHEREAS the Village has no evacuation plan, and

WHEREAS as per Bylaw No. 610, 1994 the Village is to provide a four (4) program approach addressing prevention, preparedness, response and recovery, of which the Village has no prevention or preparedness plan and an incomplete response and recovery plan 29 years later, and

WHEREAS the Village has a 2017 Village Wildfire Master Plan of which no recommendations have been implemented six (6) years later, and

WHEREAS McCombs Drive between McPherson Road and Hadway Drive is the Village's second exit route if Hot Springs Road is blocked and this area lacks municipal fire hydrants, and

WHEREAS the Village's present municipal water system for interface fire fighting is inadequate, and

WHEREAS during the 2023 "heat dome" the municipal water storage reservoir went into alarm, indicating the need for more storage as supported in the 2015 Water Master Plan, and

WHEREAS the Village lacks an interface fire response plan, only having a "process", and

WHEREAS the Village lacks an asset plan for replacement, new fire fighting equipment and facility needs due to the increasing heights of new development approved and pending, and

WHEREAS the Village relies on the District of Kent's water tanker for distribution due to lack of hydrants or water sources, and

WHEREAS the Village relies on paid volunteer fire fighters, chief, and has no fulltime dedicated staff for public emergencies, and

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WHEREAS the FVRD has professional staff in emergency management, and

WHEREAS as per section 116 of the *BC Community Charter*, it is the Mayor's responsibility to, in the Mayor's opinion, recommend bylaws, resolutions and other measures that may assist the peace, order and good government of the municipality, therefore be it resolved

THAT staff be directed to engage with the FVRD with urgency and report back to Council with availability, timeframe, and costs to produce and oversee an evacuation plan, a prevention plan, a preparedness plan and a response and recovery plan.

**CARRIED  
OPPOSED BY COUNCILLORS FACIO AND VIDAL**  
*RC-2023-10-31*

**Moved by Mayor Wood**  
**Seconded by Councillor Facio**

WHEREAS the Village is waiting for the District of Kent to submit the application for the Ruby Creek evacuation route through provincial parkland to the province, and

WHEREAS no submission has been made to date, and

WHEREAS Village Council approved this route almost four (4) years ago, and

WHEREAS the province ministers had weekly meetings with all mayors and their senior staff this past summer where Mayor Wood spoke four (4) times with an urgent plea to expedite the approval of the emergency route through provincial parkland to no avail, therefore be it resolved

THAT staff be directed to immediately work with the District of Kent to set up a joint meeting with all parties involved for approval of the Ruby Creek evacuation route and to provide all Councillors a copy of the pending application submission by the District of Kent.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-10-32*

Mayor Wood recalled the following motion:

*"THAT the funds that were to be used for a cover for the rink, firepits, and concession stand washrooms be redirected towards the proposed evacuation route project subject to the province's authorization."*

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**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT the funds for a cover for the rink, firepits, and washrooms be redirected towards the proposed evacuation route project subject to the province's authorization.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

WHEREAS the Village relies on paid volunteer fire fighters, chief, and have no fulltime dedicated staff for public emergencies, therefore be it resolved

THAT staff be directed to report back to Council at the next regular meeting of Council with recommendations on using FVRD or Village staff for a Paid Fire Chief/Public Safety Manager role.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

WHEREAS the Village lacks an asset plan for replacement, new fire fighting equipment, and facility needs due to the increasing heights of new development approved, pending, and interface fires, therefore be it resolved

THAT staff be directed to provide Council with a report of fire equipment and facility needs for asset planning and funding.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-33*

**Moved by Mayor Wood**  
**Seconded by Councillor Facio**

WHEREAS McCombs Drive between McPherson Road and Hadway Drive is the Village's second exit route if Hot Springs Road is blocked and this area lacks municipal fire hydrants, therefore be it resolved

THAT staff be directed to engage a professional engineering consultant to produce a grant funding application for municipal fire hydrants along McCombs Drive between McPherson Road and Hadway Drive.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-34*

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**Moved by Mayor Wood**  
**Seconded by Councillor Jackson**

WHEREAS the Village has not prepared the forest areas for interface fires, therefore be it resolved

THAT staff be directed to report back to Council at the next regular meeting of Council with recommendations on the prescribed treatment of the Spirit Trail as per the 2017 Wildfire Master Plan, not to exceed \$30,000.00 and to be funded internally.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-35*

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

WHEREAS the Village's present municipal water system for interface fire fighting is inadequate, and

WHEREAS during the 2023 "heat dome" the municipal water storage reservoir went into alarm, indicating the need for more storage as supported in the 2015 Water Master plan, and

WHEREAS the Village relies on the District of Kent's water tanker for distribution due to lack of hydrants or water sources, and

WHEREAS the Village presently has approximately 200 more new connections with developments already approved by Council to be added, therefore overloading the municipal water system, therefore be it resolved

THAT staff be directed to expedite the updating of the Water Master Plan per Council's 2023 Strategic Plan and to report back to Council on the lack of fire fighting municipal water during a recent heat dome.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-36*

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

WHEREAS the Mayor does not have emergency contacts available, therefore be it resolved

THAT staff provide names and cell phone numbers of all senior staff, Councillors and all emergency staff, and the list be put on a wallet sized laminated card for all of Council.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-37*

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- (c) New Business from Councillor Allen  
Re: Oak Trees on Lillooet Avenue

Councillor Vidal raised a point of order that this agenda item is inappropriate as it talks about consideration of a matter that has been previously dealt by council.

Mayor Wood recognized the point of order and overruled it.

**Moved by Councillor Allen**  
**Seconded by Mayor Wood**

WHEREAS the last surviving oak trees on West Lillooet Avenue are an important part of the Village streetscape, and

WHEREAS the trees have historic and cultural value, beyond their environmental value, and

WHEREAS the Village's Urban Forest Management Plan calls for the retention and maintenance of mature trees, and

WHEREAS Council has not yet seen the arborist report concerning these trees, therefore be it resolves

THAT staff be instructed to take no further action concerning these four oak trees until Council has had an opportunity to review the arborist report and explore preservation options for them.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

- (d) New Business from Councillor Allen  
Re: Wildfire Hazard Management

Councillor Allen withdrew this item as it had been addressed in the discussions of item 12 (h).

**15. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)**

Questions from the public were entertained.

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**Moved by Councillor Jackson**  
**Seconded by Councillor Facio**

THAT the meeting be adjourned at 12:18 p.m.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-10-38*



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Ed Wood  
Mayor



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Amanda Graham  
Corporate Officer



# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** November 20, 2023

**FROM:** Ken Cossey MCIP, RPP **FILE:** 3360-20-Z02/23  
Planning Consultant (259 Hot Springs Road)

**SUBJECT: Rezoning Amendment Bylaw**

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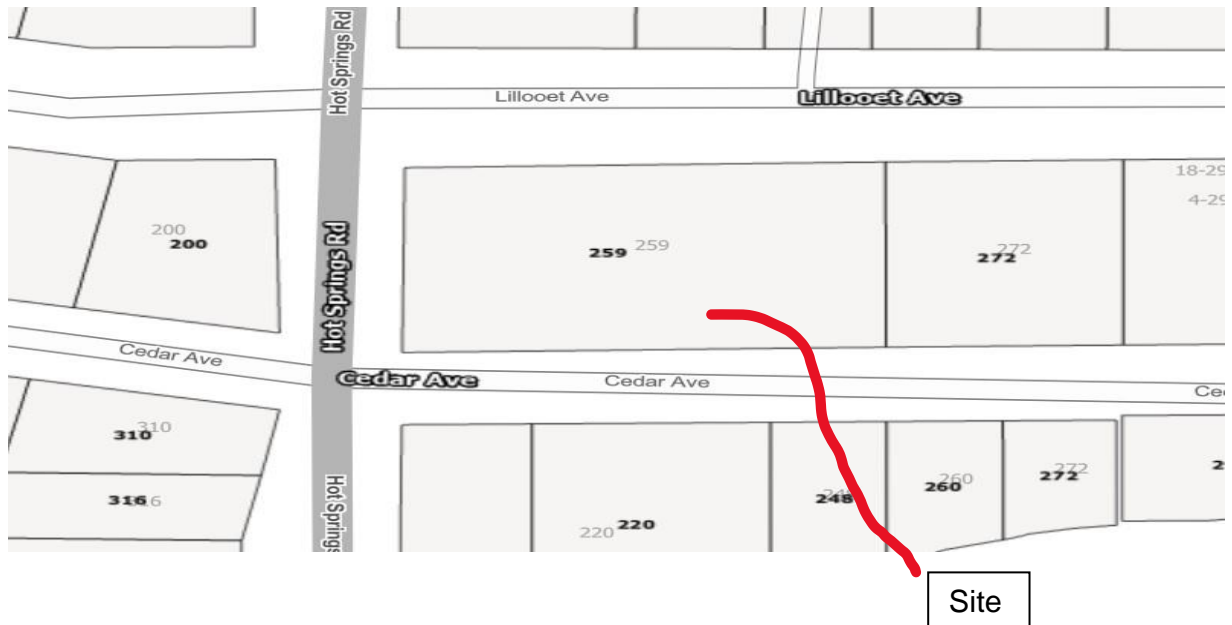
### ISSUE:

Review of Zoning Amendment Bylaw No. 1194, 2023. This includes consideration of the suggested referral agencies, and the setting up of a Public Notification meeting. The Amendment Bylaw proposes to change the current Floor Area Ratio from 1.5 to 1.8, change the Lot Coverage from 75% to 89.39% and change the Building Height from 15 M to 17.61 M.

### BACKGROUND INFORMATION:

Based upon a review of the Village's Official Community Plan (OCP), the site is within the Village Centre designation, and within the Lakeshore Development Permit Area.

As per the Village's Zoning Bylaw No. 1115, 2017, the site is zoned as Village Commercial (C-1) and is bounded by Lillooet Avenue to the north, Hot Springs Road to the west, and Cedar Avenue to the south.





## Site Information

The site is approximately 0.41 Ha (4,062 M<sup>2</sup> or 1.01 Ac) in area and currently contains a motel, 25 RV sites, a tent camping area, and a small restaurant. All existing Buildings or Structures are to be demolished when the development application is approved. The surrounding uses include restaurants, hotels, a gas station, and the Harrison Resort Mineral pool.

The site is relatively flat, is fully serviced and is accessed by vehicles off of Hot Springs Road. The site has a historical marker attached to a fence, indicating that this site was once the home of the Elliot Nursing Home in 1902. The owner wishes to retain the sign and the fence; it is attached to with the new development.

## DEVELOPMENT PROPOSAL:

The application is for a 76 multi-unit residential building. The proposal includes one level of above ground parking with four storeys of residential units above this level, for a total of five storeys. In order to achieve this, the applicant needs to amend the Village's Zoning Bylaw. The attached draft bylaw purposes to do the following:

1. Change the allowable FAR from 1.5 to 1.8;
2. Change the current maximum Lot coverage from 75% to 89.39%; and
3. Change the allowable maximum Building height from 15 M to 17.61 M.

The applicant is proposing to develop a private internal courtyard for the building residents' use only. The parkade entrance will be off of Cedar Avenue and the pedestrian entrance will be off of Lillooet Avenue. The dwelling units will range in size from 596 ft<sup>2</sup> (55.3 M<sup>2</sup>) to 1,255 ft<sup>2</sup> (116.5 M<sup>2</sup>).

## Off Street Parking

The required number of parking stalls for this size of development is 93. With this number of required parking stalls, the number of disabled persons parking stalls is 6. With the above ground parkade, the on-site parking requirements have been exceeded.

The breakdown for stalls is as follows;

1. 86 regular stalls, which includes the required 6 disabled persons parking stalls,
2. 7 tandem stalls. This type of parking is set up to handle two cars parking in the same parking space, with one car parked in front of the other. The first car in cannot generally leave until the second car leaves.

With the tandem parking stalls, the total on-site parking is 100 vehicles, which exceeds the required 95 stalls.

## Public Realm Improvements - as offered by the developer

None being offered, at this time.

## PLANNING TOOLS SUMMARIZED:

### Use and Purpose of the Floor Area Ratio (FAR)

The FAR is a measurement of a Building's or Structure's floor area in relation to the size of the Lot that the Building or Structure will be located on. Generally, the FAR is expressed in a decimal format, and is an effective way to calculate the bulk or mass of the proposed development on a particular site. The FAR is also used in conjunction with other development standards such as Building Heights, and Lot Coverage. Within the Village's current Zoning Bylaw is the following definition:

#### “Floor Area Ratio (FAR)

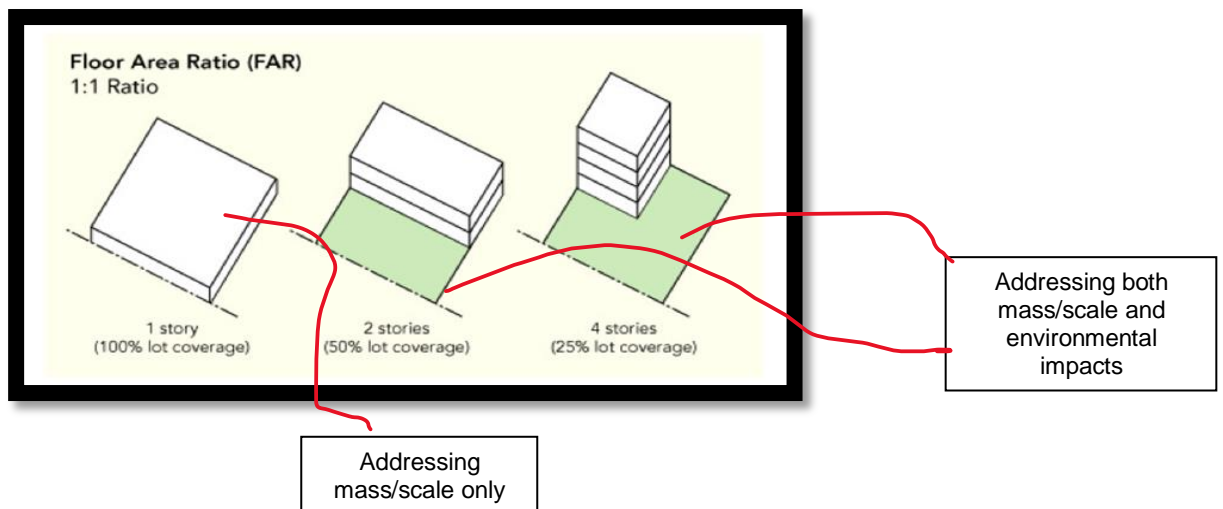
means a ratio between the Building or Structure size and the Lot size, that is used to control the bulk of the Building or Structure;”

Source: Zoning Bylaw 1115, 2017

The FAR is most often used to express development intensity of non-residential land uses, such as commercial and industrial uses.

### Purpose of the FAR

The FAR can be used to lessen environmental impacts of the development, to control the mass and scale of the development, or both as outlined in the diagram below.



The FAR considers the footprint of the Building or Structure and the entire occupied areas of the proposed development. Unoccupied areas such as but not limited to

parking garages, elevator shafts and basements are generally not included in the calculation of the FAR.

### **Purpose of Lot Coverage**

Lot Coverage is used as a planning tool to control the scale of development on a Lot, and the overall building footprint is controlled through the use of this tool. Within the Village's current Zoning Bylaw is the following definition.

#### **“Lot Coverage**

means the Building Area of all the Buildings and Structures that are allowed to cover a Lot and is expressed as a percentage figure of the total area of the Lot;”

Source: Zoning Bylaw 1115, 2017

### **Purpose of the Building Height**

This type of planning tool controls the overall height of the Building or Structure. Architectural elements that do not add floor area to a Building or Structure, such as parapet walls, chimneys, vents, and roof equipment are not considered part of the height of a Building or Structure. In the case of the Village's Zoning Bylaw the following are also included:

- Communication towers;
- Spires, belfries, and domes;
- Flag poles;
- Elevator shafts; and
- Stair and hose towers.

## **ADDITIONAL COMMENTS**

### **Accessibility Impact Statement**

In terms of accessibility the project must meet the BC Building Code requirements for universal accessibility as per the Building Access Handbook, 2014.

### **Agency Referrals**

Staff recommend that the following agencies have the draft bylaw referred to them and ask that they provide feedback on this development project:

1. Advisory Planning Commission
2. The Village's Fire Department
3. The Ministry of Transportation and Infrastructure

Please note that all the referral agency comments must be received by staff prior to any Public Hearing being held, as these comments must be shared with the public during the Public Hearing.

## **Crime Prevention Through Environmental Design (CPTED)**

The developer has prepared a CPTED Review Report, dated May 23, 2023. The author of this report utilized the four key principles of CPTED, as outlined below;

1. Natural Surveillance;
2. Natural Access Control;
3. Territoriality; and
4. Maintenance and Management.

While the report has been finalized, staff at this time have not held any discussions with the developer to discuss the implementation of the CPTED recommendations.

## **Title Review**

The Title of this site has been reviewed and there is no flood covenant registered on title. This issue will need to be addressed prior to any actual development starting on this parcel of land.

## **Public Notification Meeting**

As outlined in the Village's Development Procedures Bylaw No. 1090, 2016, specifically s. 11.0, Council can require that the developer hold a Public Notification meeting.

## **Concerns**

Overall, there are five major issues or concerns with this application.

The change of the Lot coverage from 75% to 89.95% could impact the current storm water drainage and direction of the storm water flows, as well as the intensity of the development and the overall neighbourhood character. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires.

With the change from the smaller scale tourist operation to a higher density residential use, the traffic flows and patterns may change along Hot Springs Road and the adjacent Cedar and Lillooet Avenues. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Notification meeting, or as Council requires. Some of these concerns may be addressed after the draft bylaw is referred to the Ministry of Transportation and Infrastructure for comment.

Any community safety issues will be addressed when the Fire Department is able to review the overall application.

There is no indication of any affordable housing units that may be made available within this development.

The lack of any public realm improvements.

Overall, the project can be moved forward to determine what, if any, requirements the community may have about this development project.

**RECOMMENDATION:**

1. THAT staff be authorized to refer the Zoning Amendment application for 259 Hot Springs Road to the Advisory Planning Commission, the Harrison Hot Springs Fire Department, and the Ministry of Transportation and Infrastructure; and
2. FURTHER THAT Council request the developer to set up a Public Notification meeting as per section 11.0 of the Village's Development Procedure Bylaw No. 1090, 2016.

**Respectfully Submitted:**



Ken Cossey, MCIP, RPP  
Planning Consultant

**Reviewed By:**



Tyson Koch  
Chief Administrative Officer

Attachment (2) Zoning Amendment Bylaw 1194, 2023  
Site Plan



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1194, 2023

A bylaw to amend the Village of Harrison Hot Springs
Zoning Bylaw No. 1115, 2017

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2018;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

CITATION

- 1. This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Amendment Bylaw No. 1194, 2023".

TEXT AMENDMENT

That:

- (a) Under the C-1 Zone "Development Regulations for the Commercial Uses", the following number 11 is inserted in the Notes section;
(b) Under the Notes section the following is inserted;
"11/. For land legally described as Lot "A" Block 2, Section 13, Township 4, Range 29, West of the 6th Meridian, New Westminster District Plan 251 (PID 002-223-457), the maximum allowable Floor Area Ratio must not exceed 1.8, the Lot Coverage must not exceed 89.93%, and the maximum height must not exceed 17.61 M."

READ A FIRST TIME THIS DAY OF 2023.

READ A SECOND TIME THIS DAY OF 2023.

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2023.

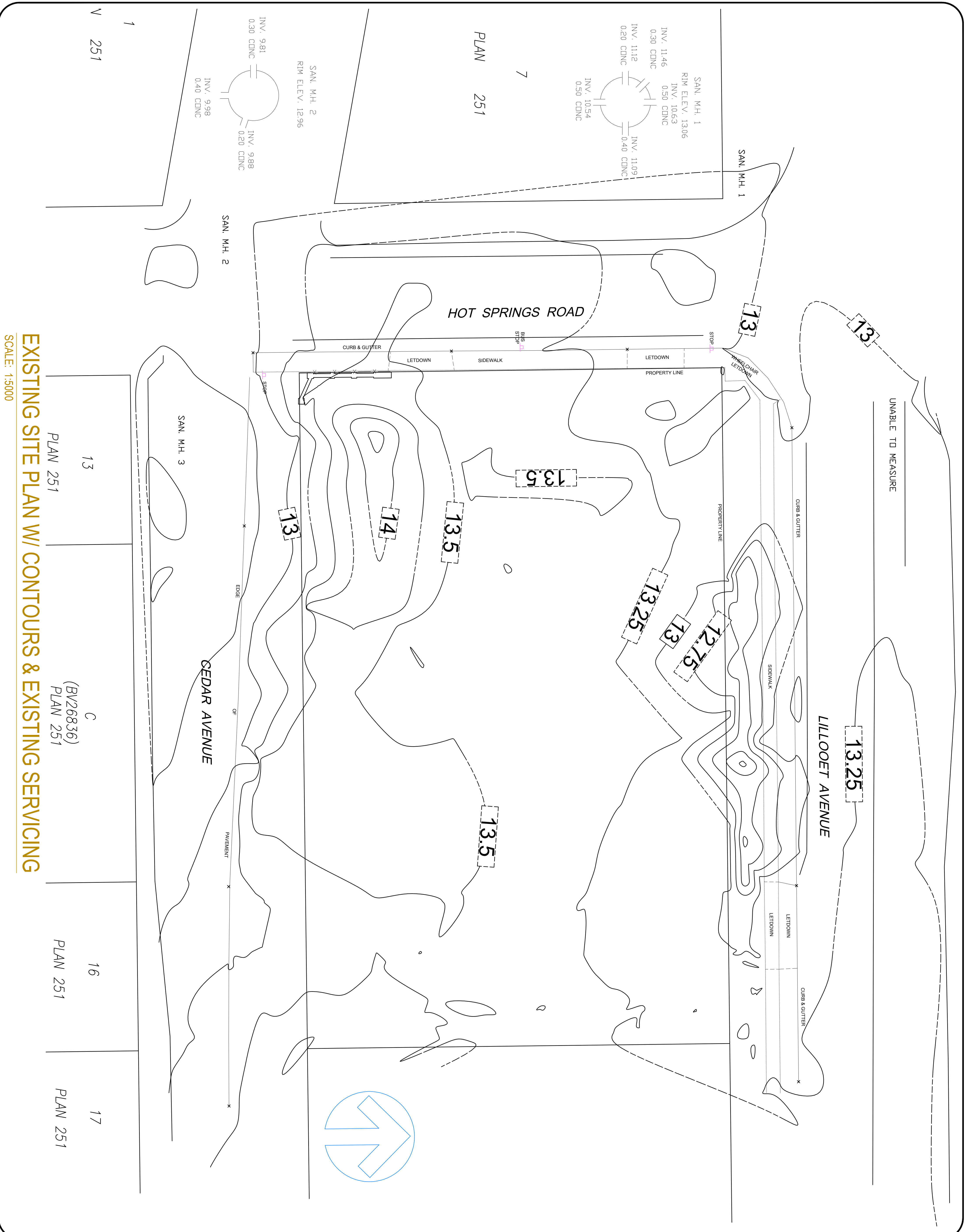
Ministry of Transportation and Infrastructure Approval provided on the DAY OF , 2023.

READ A THIRD TIME THIS DAY OF , 2023.

ADOPTED THIS DAY OF , 2023.

Mayor

Corporate Officer



**EXISTING SITE PLAN W/ CONTOURS & EXISTING SERVICING**

PLAN 251	PLAN 251	PLAN 251
13	C (BV26836) PLAN 251	16
1		17
251		PLAN 251

SCALE: 1:5000

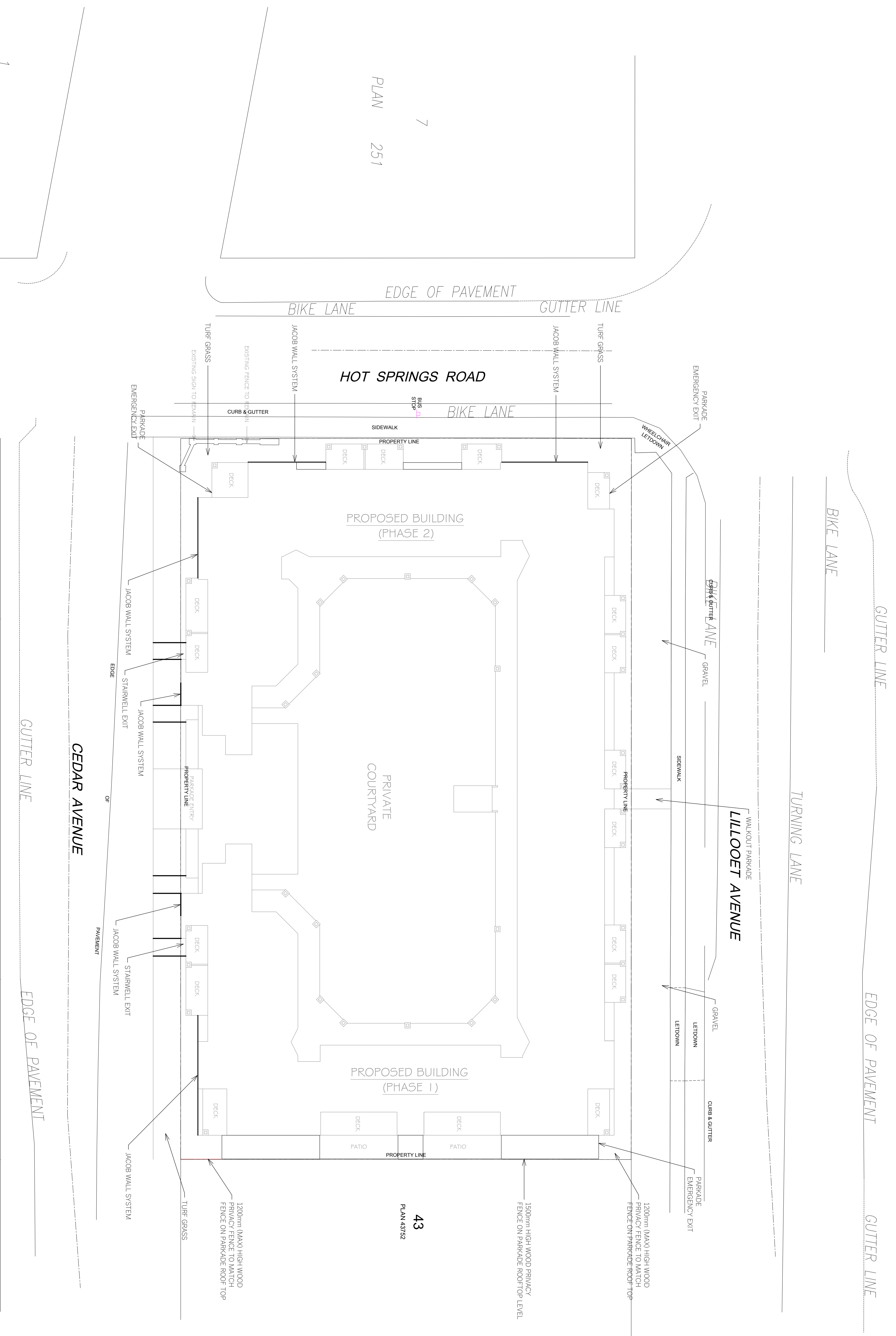
Andrew R. Bazluk  
**Architect**  
 Box 29, Harrison Hot Springs, BC, V0M 1K0  
 604-796-1120 or 780-920-5301  
**BAZLUK**  
**CONDO**

259 HARRISON HOT SPRINGS ROAD  
 HARRISON HOT SPRINGS, B.C.  
**EXIST. SITE PLAN**

21455  
 15 NOVEMBER 2023  
**A1.1**







Professional's Stamp & Signature		
Professional's Stamp & Signature		

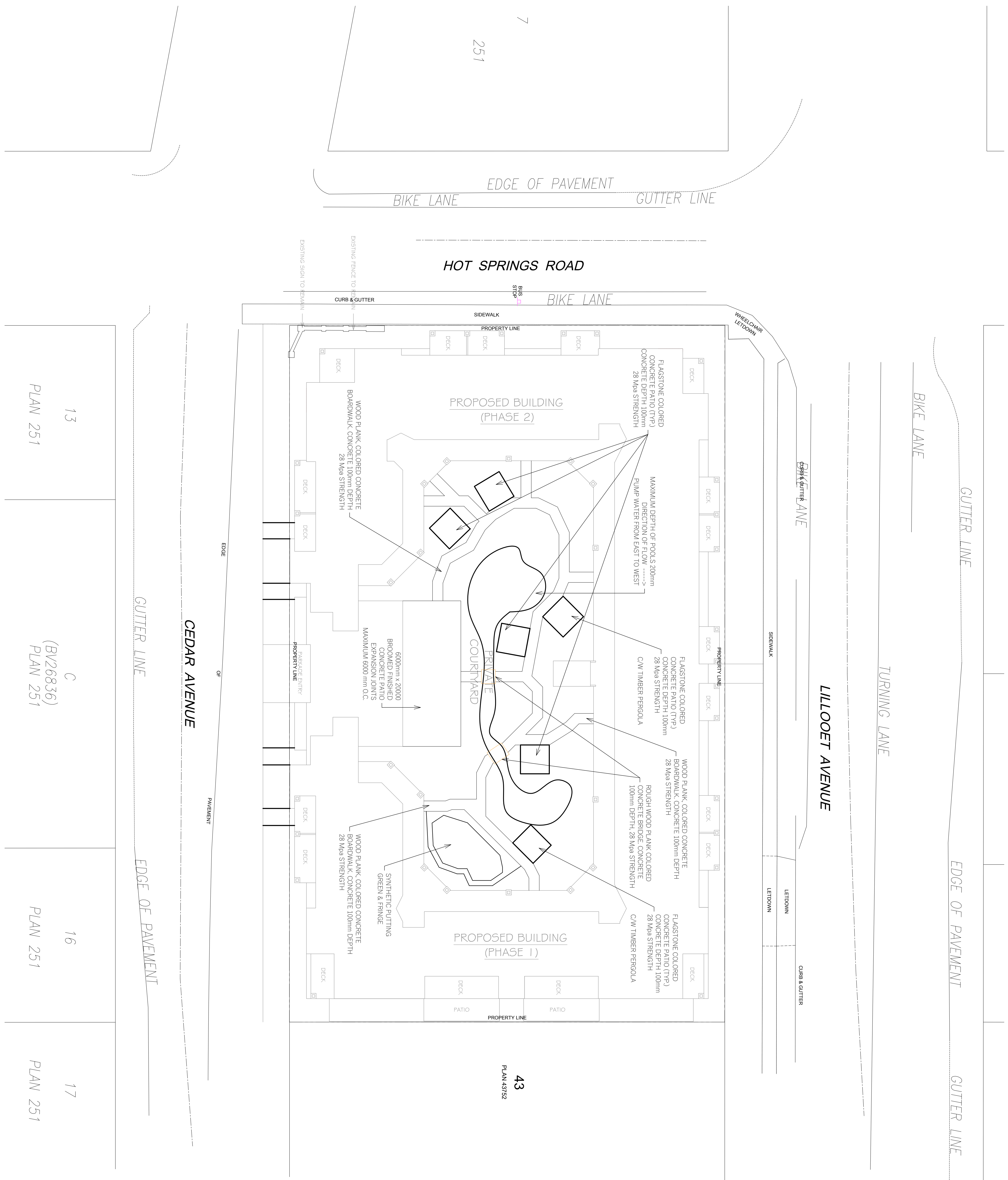
No.	Revision/Issue	Date
1	ISSUED FOR PRELIM. REVIEW	13 MAR. 2023
2	ISSUED FOR DP SUBMISSION	26 APR. 2023
3	ADDED IN TREES ON SOUTH & WEST SIDE	4 MAY 2023

Project Name and Address  
**BAZIUK CONDO**  
  
259 HOT SPRINGS ROAD,  
HARRISON HOT SPRINGS, BC

**AMR**  
**AMR SYSTEMS**  
Crime Prevention Through Environmental Design (CPTED) Consultants,  
Landscape Architecture, Topographic Survey and Septic Field Design  
201-452699 KEITH WILSON RD.,  
CHILLIWACK, B.C. V2P 2S1  
info@amrsystems.ca  
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Drawing Title  
**LAYOUT & MATERIALS  
(EXTERNAL)**

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Project#	22-136		
Checked	SW		
Date	4 MAY 2023		
Scale	1:200		



No.	Revision/Issue	Date
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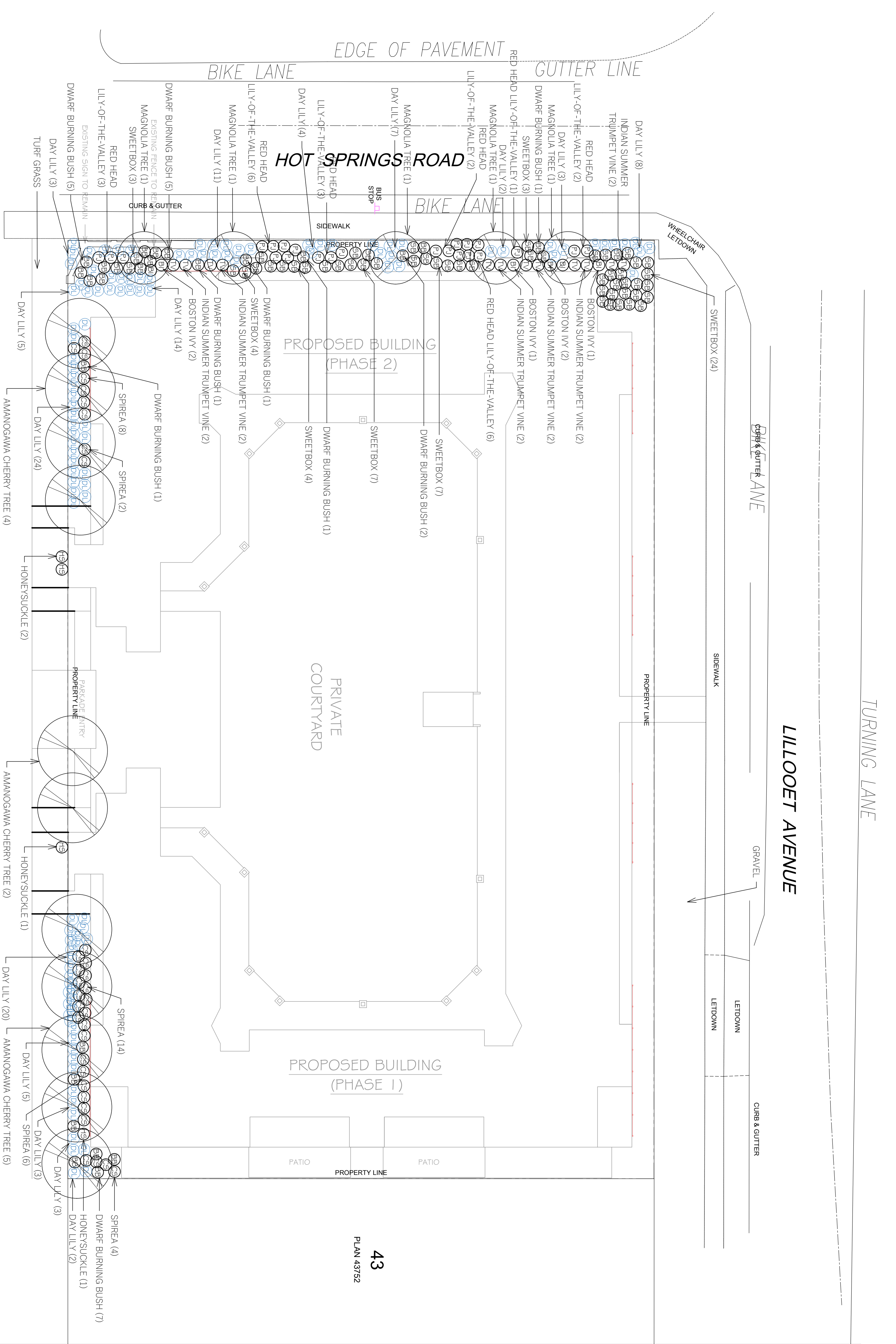
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Drawing Title  
**LAYOUT & MATERIALS**  
 (INTERNAL)

Drawn	TD	Sheet
Project#	22-136	<b>L2.1</b>
Checked	SW	
Date	4 MAY 2023	
Scale	1:200	

PLANTING SCHEDULE					
SYML	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
<b>TREES</b>					
5		MAGNOLIA 'GALAXY'	GALAXY MAGNOLIA	5cm cal	B&B
11		PRUNUS SERRULATA	AMANOGAWA CHERRY	5cm cal	B&B
<b>SHRUBS</b>					
14		CAMPISIS X TAGLIABUANA 'INDIAN SUMMER'	INDIAN SUMMER TRUMPET VINE	#2 POT	-
23		EUONYMUS ALATUS 'COMPACTUS'	DWARF BURNING BUSH	#2 POT	-
114		HEMEROCALLIS 'ALL AMERICAN CHIEF' & 'ANZAC'	ALL AMERICAN CHIEF & ANZAC DAY LILY MIXTURE	#2 POT	-
4		LONICERA INVOLUCRATA	TWINBERRY HONEYSUCKLE	#2 POT	-
6		PARTHENOISSUS TRICUSPIDATA 'VEITCHII'	BOSTON IVY	#2 POT	-
23		PIERIS JAPONICA 'RED HEAD'	RED HEAD LILY-OF-THE-VALLEY	#2 POT	-
52		SARCOCOCCA CONFUSA	SWEETBOX	#2 POT	-
34		SPIRAEA 'DOUBLE PLAY' 'CANDY CORN'	DOUBLE PLAY CANDY CORN SPIREA	#2 POT	-



**PLANTING NOTES**

NO SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT. AREA OF SEARCH FOR MATERIALS IS TO BE LOCAL OR WESTERN WASHINGTON.

ALL PLANT MATERIAL SHALL BE NURSERY GROWN CONTAINER STOCK AND COMPLY WITH THE CANADIAN LANDSCAPE STANDARD (CURRENT EDITION).

<p><b>AMR SYSTEMS</b>          201-452699 KEITH WILSON RD.          CHILLIWACK, B.C. V2P 2K2          Phone: 602-002-1110          Info: @amrsystems.ca</p>		<p>Project Name and Address  <b>BAZIUK CONDO</b>          259 HOT SPRINGS ROAD,          HARRISON HOT SPRINGS, BC</p>	<table border="1"> <thead> <tr> <th>No.</th> <th>Revision/Issue</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>ISSUED FOR PRELIM. REVIEW</td> <td>13 MAR. 2023</td> </tr> <tr> <td>2</td> <td>ISSUED FOR DP SUBMISSION</td> <td>26 APR. 2023</td> </tr> <tr> <td>3</td> <td>ADDED IN TREES ON SOUTH &amp; WEST SIDE</td> <td>4 MAY 2023</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Revision/Issue	Date	1	ISSUED FOR PRELIM. REVIEW	13 MAR. 2023	2	ISSUED FOR DP SUBMISSION	26 APR. 2023	3	ADDED IN TREES ON SOUTH & WEST SIDE	4 MAY 2023																						<p>Professional's Stamp &amp; Signature</p> <p>Professional's Stamp &amp; Signature</p>
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**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE REGULAR MEETING OF COUNCIL**

**DATE:** Monday, November 20, 2023

**TIME:** 7:00 p.m.

**PLACE:** Council Chambers, Memorial Hall  
290 Esplanade Avenue, Harrison Hot Springs, BC

**IN ATTENDANCE:** Mayor Ed Wood  
Councillor John Allen  
Councillor Leo Facio  
Councillor Allan Jackson  
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch  
Chief Financial Officer, Scott Schultz  
Corporate Officer, Amanda Graham  
Community Services Manager, Christy Ovens  
Operations Manager, Jace Hodgson  
Planning Consultant, Ken Cossey

**ABSENT:**

**1. CALL TO ORDER**

Mayor Wood called the meeting to order at 7:00 p.m.  
Mayor Wood acknowledged the traditional territory of Sts'ailes.

**2. INTRODUCTION OF LATE ITEMS**

None.

**3. APPROVAL OF AGENDA**

Moved by Councillor Facio  
Seconded by Councillor Vidal

THAT the agenda be approved.

Amendment moved by Councillor Jackson  
Amendment seconded by Councillor Facio

THAT the agenda be approved by removing items 14(a) and 14(b).

**CARRIED**  
**OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
*RC-2023-11-09*

Council voted on the main motion as amended.

**CARRIED**  
**OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
*RC-2023-11-10*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**4. ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the Special Council Meeting minutes of November 1, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-11*

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the Special Pre-Closed Council Meeting minutes of November 6, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-12*

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Committee of the Whole Meeting minutes of November 7, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-13*

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the Regular Council Meeting minutes of November 8, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-14*

**5. BUSINESS ARISING FROM THE MINUTES**

None.

**6. CONSENT AGENDA**

None.

**7. DELEGATIONS/PETITIONS**

None.

**8. CORRESPONDENCE**

- (a) Letter dated November 2, 2023 from the Minister of Forests  
Re: UBCM Meeting Recap - Wildfire Prevention and Fuel Maintenance
- (b) Letter dated November 9, 2023 from the Minister of Emergency Management and Climate Readiness  
Re: Emergency & Disaster Management Act
- (c) Letter dated November 9, 2023 from the Minister of Housing  
Re: New Legislation to Support Local Government Housing Initiatives

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the letter dated November 2, 2023 from the Minister of Forests, the letter dated November 9, 2023 from the Minister of Emergency Management and Climate Readiness, and the letter dated November 9, 2023 from the Minister of Housing be received.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-15*

**9. BUSINESS ARISING FROM CORRESPONDENCE**

None.

**10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS**

**Councillor Vidal**

- Attended the Remembrance Day ceremonies on November 11, 2023 at the Agassiz Cenotaph
- Attended an LMLGA Senior Executive Meeting on November 14, 2023
- Attended the Lights by the Lake opening event on November 18, 2023
- Attended a closed Council to Council Meeting with Sts'ailes on November 20, 2023
- Community Futures North Fraser Board of Directors – No Report
- Corrections Canada Citizen's Advisory Committee – No Report
- Kent Harrison Joint Emergency Program Committee – No Report

**Councillor Allen**

- Attended the Lights by the Lake opening event on November 18, 2023

**Councillor Jackson**

- Attended a closed Council to Council Meeting with Sts'ailes on November 20, 2023
- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – No Report

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**Councillor Facio**

- Attended the Remembrance Day ceremonies on November 11, 2023 at the Agassiz Cenotaph
- Agassiz-Harrison Healthy Communities – attended a meeting bY Zoom on November 16, 2023
- Attended the Lights by the Lake opening event on November 18, 2023
- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director) – provided an updated on air quality stations and Freedom of Information request fees
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report

**11. MAYOR'S REPORT**

No report.

**12. REPORTS FROM STAFF**

- (a) Report of Chief Administrative Officer dated November 20, 2023  
Re: Release of Closed Meeting Resolutions

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the following closed meeting resolution be received for information at the November 20, 2023 Regular Council Meeting:

*THAT Anthony Siedschlag be appointed as Fire Chief of the Harrison Hot Springs Fire Department.*  
SIC-2023-11-04

**CARRIED  
UNANIMOUSLY**  
RC-2023-11-16

- (b) Report of Planning Consultant dated November 20, 2023  
Re: Rezoning Amendment Bylaw

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT staff be authorized to refer the Zoning Amendment application for 259 Hot Springs Road to the Advisory Planning Commission, the Harrison Hot Springs Fire Department, and the Ministry of Transportation and Infrastructure; and

THAT Council request the developer to set up a Public Notification meeting as per section 11.0 of the Village's Development Procedure Bylaw No. 1090, 2016.

**CARRIED  
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
RC-2023-11-17

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

- (c) Report of Corporate Officer dated November 6, 2023  
Re: 2024 Regular Council Meeting Schedule

**Moved by Councillor Facio**  
**Seconded by Councillor Allen**

THAT the proposed Regular Council Meeting schedule for 2024 be approved as submitted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-18*

- (d) Report of Corporate Officer dated November 20, 2023  
Re: Deputy Mayor Appointments

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT Councillor Allen be appointed as Deputy Mayor for 2024.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS JACKSON, FACIO AND VIDAL**

- (e) Report of Chief Administrative Officer dated November 20, 2023  
Re: Council Liaison, Municipal Director, Board and Committee Member Appointments

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT Councillor Allen be appointed as Council liaison for Agassiz Harrison Healthy Communities.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-19*

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT Mayor Wood remain as the Council liaison for the Agassiz Harrison Historical Society.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-20*



Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Councillor Vidal remain as the Council liaison for Community Futures North Fraser.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-21*

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT Councillor Vidal remain as the Council liaison for the Corrections Canada Citizens Advisory Committee.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-22*

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT Fraser Health be removed from the Council liaison list as the liaison was appointed to receive updates during the COVID-19 pandemic.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-23*

**Moved by Councillor Allen**  
**Seconded by Mayor Wood**

THAT Mayor Wood be appointed to fulfill the role of municipal director for the Fraser Valley Regional District and Hospital Boards; and

THAT Councillor Facio be appointed to fulfil the role of alternate municipal director for the Fraser Valley Regional District and Hospital Boards.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT Councillor Jackson be appointed to fulfill the role as municipal director for the Fraser Valley Library Board for 2023-2024; and

THAT Councillor Facio be appointed to fulfil the role of alternate municipal director for the Fraser Valley Regional Library Board for 2023-2024.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-11-24*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT Councillor Allen be appointed as Council liaison to the Harrison-Agassiz Chamber of Commerce.

**CARRIED**  
**UNANIMOUSLY**  
RC-2023-11-25

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT Councillor Facio be appointed as Council Committee Member to the Accessibility Committee; and

THAT Councillor Allen be appointed as alternate Council Committee Member to the Accessibility Committee.

**CARRIED**  
**UNANIMOUSLY**  
RC-2023-11-26

- (f) Report of Community Services Manager dated November 20, 2023  
Re: Spirit Trail Maintenance

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT staff be authorized to seek quotes for the development of a Community Wildfire Resiliency Plan while awaiting the results of the FireSmart grant funding application.

**Moved by Mayor Wood**  
**Seconded by Councillor Allen**

THAT the recommendations in the Spirit Trail Maintenance report be referred back to staff to report at the next Council meeting.

**MOTION FAILED**  
**OPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

Council voted on the original motion.

**CARRIED**  
**OPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**  
RC-2023-11-27

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT staff be authorized to move forward with fuel treatment for the Spirit Trail once a Community Wildfire Resiliency Plan with current, up to date recommendations for fuel management is completed.

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**Amendment moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT the motion be amended by removing the words "once a Community Wildfire Resiliency Plan with current, up to date recommendations for fuel management is completed".

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-11-28*

Council voted on the original motion as amended, with the final wording as follows:

THAT staff be authorized to move forward with fuel treatment for the Spirit Trail.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-11-29*

- (g) Report of Community Services Coordinator dated November 20, 2023  
Re: Community to Community Grant Program

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT staff submit a grant application of up to \$10,000.00 to UBCM's Community to Community Grant program to support hosting a Community to Community (C2C) Forum meeting in the Village of Harrison Hot Springs.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-11-30*

- (h) Report of Community Services Coordinator dated October 16, 2023  
Re: FireSmart Program & Funding Opportunities

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT the FireSmart Program Update report be received for information; and

THAT the FireSmart Open House originally planned to be held in November be deferred to March 2024 to allow for the creation of a FireSmart Neighbourhood Committee and for the event to contribute to the Village's recognition as a FireSmart community; and

THAT the Community Services Manager/Local FireSmart Representative be authorized to put out an expression of interest for a FireSmart Neighbourhood Committee and assist interested residents in the formation of the committee.

**CARRIED**  
**OPPOSED BY MAYOR WOOD**  
*RC-2023-11-31*

**13. BYLAWS**

None

**14. NEW BUSINESS**

- (c) New Business from Councillor Allen  
Re: Policy 1.11 Amendment

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

WHEREAS the Village's Disposal of Surplus Items and Equipment Policy 1.11 permits disposal by tender, and

WHEREAS the "sealed tender" process which has been used in the past has included the opening of bids secretly, rather than in public, and

WHEREAS the sealed tender process has been unfair to buyers and has not produced the best possible financial returns for the Village, therefore be it resolved

THAT Policy 1.11 be amended by (a) removing the option to use any tender process and by (b) limiting all such disposals to a public auction to be conducted by the Chief Executive Officer, thus ensuring complete transparency and maximum value for Village assets being sold off.

**CARRIED**  
**OPPOSED BY COUNCILLORS FACIO AND VIDAL**  
*RC-2023-11-32*

- (d) New Business from Councillor Allen  
Re: Offer of Firetruck

**Moved by Councillor Allen**  
**Seconded by Mayor Wood**

WHEREAS the Village has a surplus firetruck which is up for disposal, and

WHEREAS the Agassiz-Harrison Search and Rescue organization (SAR) is in need of an equipment truck while waiting for a new truck to be delivered, therefore be it resolved

THAT the Village offer Agassiz-Harrison Search and Rescue the use of the Village's Volvo firetruck until such time as their new truck is put in service, after which the Volvo will be sold by auction.

**MOTION FAILED**  
**OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 20, 2023

**15. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)**

Questions from the public were entertained.

**16. ADJOURNMENT**

**Moved by Councillor Jackson**  
**Seconded by Councillor Allen**

THAT the meeting be adjourned at 9:23 p.m.

**CARRIED**  
**OPPOSED BY COUNCILLORS FACIO AND VIDAL**  
*RC-2023-11-33*



\_\_\_\_\_  
Ed Wood  
Mayor



\_\_\_\_\_  
Amanda Graham  
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS  
ADVISORY PLANNING COMMISSION MEETING**

**DATE:** Thursday, December 7, 2023  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers, Village Office  
495 Hot Springs Road  
Harrison Hot Springs, BC

**IN ATTENDANCE:** Judy Duffus  
Allan Garneau  
Ken Gisborne  
Robert Guimont  
Andy Strothotte  
  
Corporate Officer, Amanda Graham  
Planning Consultant, Ken Cossey

**ABSENT:** Robert Guimont

**1. CALL TO ORDER**

Chair Gisborne called the meeting to order at 7:00 p.m.

**2. INTRODUCTION OF LATE ITEMS**

- Request from Allan Garneau to add "Process Discussion" as item 5(b) under "Items for Discussion".

**3. APPROVAL OF AGENDA**

**Moved by Judy Duffus**  
**Seconded by Andy Strothotte**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**  
*APC-2023-12-01*

**4. ADOPTION OF MINUTES**

**Moved by Judy Duffus**  
**Seconded by Andy Strothotte**

THAT the Advisory Planning Commission Meeting Minutes of October 4, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*APC-2023-12-02*

**5. ITEMS FOR DISCUSSION**

2  
*Village of Harrison Hot Springs*  
*Minutes of the Advisory Planning Commission*  
*December 7, 2023*

- (a) Report of Planning Consultant  
Re: Rezoning Amendment Bylaw - 259 Hot Springs Road

The Planning Consultant read his report on Rezoning Amendment Bylaw No. 1194, 2023 including background on the proposed project and concerns identified by Staff.

The developers provided a presentation on the proposed project.

Discussion ensued as follows:

- Question as to the phasing of the project. The developers responded that they do not wish to develop in phases, however, if they did, the parkade and the eastern half would be constructed first.
- The layout of the floor, the footprint of the project, the construction material of the framing, a rendering of how the building will look from Lillooet Avenue.
- Question as to the lack of landscaping surrounding the building and that, with such a large lot coverage, there should be no gravel. The developers responded that they are still working on a landscape plan.
- The Advisory Planning Commission does not consult on the development permit process, therefore, the minutes from the commission meetings at the Zoning Amendment Bylaw stage are the commission's opportunity to provide observations and concerns.
- Concerns were raised regarding short-term rentals, however, the property is located in the C-1 Zone and short-term rentals are permitted.
- The developers advised that they have provided for smaller units to accommodate renters.
- Setback requirements are addressed during the building permit process.
- The commission expressed concerns regarding vehicles turning left from Cedar Avenue onto Hot Springs Road as this is a busy intersection, particularly in the summer.
- Question as to whether the units are multi-level. The developers responded that the units are all one level and will each have a front door off the exterior walkway.
- Concerns were raised regarding the fact that the proposed development requires a lot coverage increase, however, the courtyard only benefits the residents of the building. The developers advised that they have a 1500 square foot amenity space that they could consider offering a membership to for public use.
- The planning consultant clarified that at this time, there has not been any offer of public realm amenities made by the developers.

**Moved by Chair Gisborne**

THAT the Advisory Planning Commission recommend Council's approval of Zoning Amendment Bylaw No. 1194, 2023 in support of the proposed development at 259 Hot Springs Road, subject to the following:

*Village of Harrison Hot Springs  
Minutes of the Advisory Planning Commission  
December 7, 2023*

- Council's consideration of the Advisory Planning Commission's comments and concerns regarding the increase in lot coverage, traffic flow and volume on Cedar Avenue and Hot Springs Road, short-term rentals and the lack of public realm improvements.
- Council receipt and review of the CPTED Report.
- Council's receipt of specific detail regarding the construction and phasing of the construction.

**MOTION FAILED  
LACK OF SECONDER**

Discussion continued as follows:

- Zoning Bylaw No.1115, 2017 allows for building height to be exceeded for elevator shafts provided that it does not exceed 18 meters high.
- The planning consultant advised that there are form and character and design guidelines that address rooflines and fencing materials.
- The lack of commercial space for pedestrians. The developers responded that other developments with commercial units in the area have not been successful in renting out the commercial spaces and highlighted concerns related to traffic on Hot Springs Road.

**Moved by Judy Duffus**

THAT the Advisory Planning Commission recommend that Council not approve Zoning Amendment Bylaw No. 1194, 2023 due to the following concerns:

- The increase in lot coverage from 75% to 89.95%
- Traffic flow and volume on Cedar Avenue and Hot Springs Road
- Safety concerns and the fact that Council has not received or reviewed the Crime Prevention Through Environmental Design report
- Rental housing and the short-term rental provision
- Whether this type of project is the right building for the downtown Village area

**Amendment moved by Andy Strothotte**

- Lack of clarity of phasing of the proposed project
- Lack of commercial space in proposed project
- Lack of public amenities/public realm improvements

**Main motion as amended seconded by Andy Strothotte**

**CARRIED  
UNANIMOUSLY**  
APC-2023-12-03



Village of Harrison Hot Springs  
Minutes of the Advisory Planning Commission  
December 7, 2023

- (b) Process and Procedure

**Moved by Allan Garneau**  
**Seconded by Andy Strothotte**

THAT item 4(b) – Process Discussion be tabled for discussion at the next meeting.

**CARRIED**  
**UNANIMOUSLY**  
*APC-2023-12-04*

6. **ADJOURNMENT**

**Moved by Chair Gisborne**  
**Seconded by Allan Garneau**

THAT the meeting be adjourned at 8:20 p.m.

**CARRIED**  
**UNANIMOUSLY**  
*APC-2023-12-05*

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Ken Gisborne  
Chair

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Amanda Graham  
Corporate Officer

RECEIVED

MAR 11 2024

BY VILLAGE OF HARRISON HOT SPRINGS

**Public Information Meeting**

Memorial Hall, 290 Esplanade Avenue,

**Harrison Hot Springs**

**Friday, March 1, 2024 at 7:00 pm**

To discuss text amendments to the zoning bylaw regarding the Glencoe Motel and campground site, 259 Hot Springs Road.

We are proposing a 76-unit condo development to replace the existing motel and campground.

Discussing the following issues:

Building Height

Floor area ratio

Density

Site Coverage

Current drawings of the project will be on display. Design issues can be discussed. We want your input and all comments are welcome.

Call either Andrew or Stephanie to discuss at **780-920-5301** or **604-796-2574**.

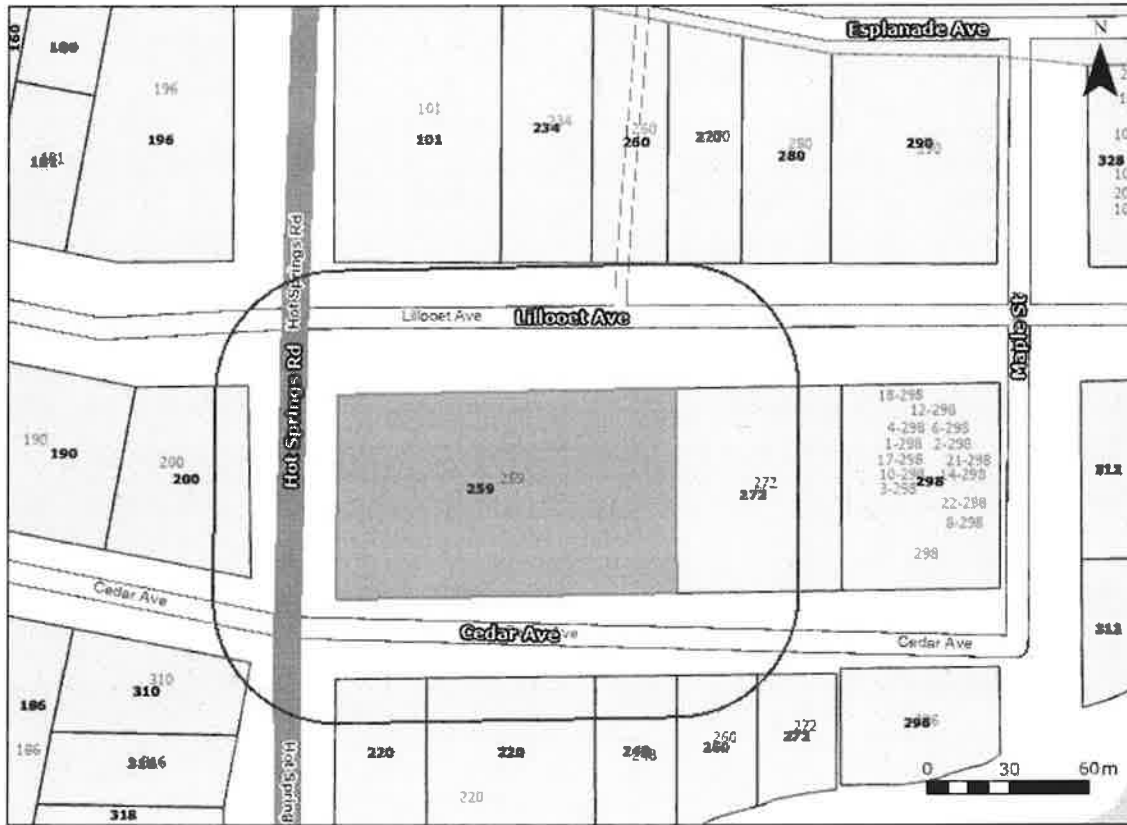


# 259 Hot Springs Road 30m Radius Report

## Area of Interest (AOI) Information

Area : 14,807.6 m<sup>2</sup>

Feb 2 2024 8:41:47 Pacific Standard Time



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**From:** Janice Basran <janice.basran@blackpress.ca>  
**Sent:** Monday, February 12, 2024 9:52 AM  
**To:** andrij1@shaw.ca; glencoe@shaw.ca  
**Subject:** Legal Notice draft  
**Attachments:** BPM123067\_hr.pdf

**Categories:** Red Category

Good Morning Andrew

I have attached a copy of the announcement for the Legal Section in Chilliwack Progress/Agassiz Harrison Observer.

Price to run this Feb 16<sup>th</sup> and 23<sup>rd</sup> is \$639.08 + tax.

Please let me know if this is alright.

Thank you,

Janice

**Janice Basran**  
**Classified Dept. Black Press**  
**Direct: 604-575-5310**  
[janice.basran@blackpress.ca](mailto:janice.basran@blackpress.ca)  
**#202 – 15850 24 Ave**  
**Surrey, BC V3Z 0G1**  
**Main: 604-575-5555**

## 1030 Glencoe

**Wednesday, February 21, 2024**

Today, Mary and I looked into notifying neighbouring property owners about our public information meeting to be held on Friday, March 1, 2024 here at the Memorial Hall at 7 PM. Based on a map provided by the Village office, I took a walk in the following order.

**1. 200 Hot Springs Road. Husky Gas Station and Grocery Store.** I walked into the store and there were 2 ladies behind the counter. I asked where the owner was. The lady in charge informed me that the owners are actually in China somewhere but that they have representatives here. She undertook to contact the ownership with this notice of meeting.

**2. 310 Hot Springs Road. This building is the Harrison Corner Café.** The front door was locked at this time. On the west side of the building is a big stair leading to the second storey suite. No one answered the door when I knocked on it. To the best of my knowledge I believe that this is the manager's suite, so stuck the notice between the door jamb and the door frame.

**3. 220 & 230 Cedar Avenue. The Old Settler Pub and Old Settler Liquor Store.** I entered the liquor Store and I left a copy of the ad notice in the hands of the manager of the liquor store who took this info and said she would pass it on to the owner.

**4. 248 Cedar Avenue.** This is a private residence. I walked up to the house and walked up the tall front stairs to the main living area. No one answered the door when I knocked. I then stuck the notice between the door jamb and the door frame.

**5. 260 Cedar Avenue.** This property is a vacant lot. I have the phone number of the owner of this lot as 1-604-319-1010. I caught him in and I passed on the info about the information meeting over the phone. He was already aware of the meeting and told me that he will probably be attending there.

**6. 272 Cedar Avenue.** I walked up to the house and walked to the front/side door at grade and there I stuck the notice between the door jamb and the door frame because no one answered the door.

**7. 272 Lillooet Road, Hot Springs RV camp ground.** The manager of this trailer park runs it out of her trailer unit and I stopped in there and knocked on the door. Fran, the manager answered, and I passed the notice to her. She said she would get it into the hands of the owner.

We were not required to cover any properties on the north side of Lillouette because Lillouette is such a wide road and thus the circle around our property just falls short of the North side of the road.

## Transcript of Public Meeting held at Memorial Hall 7:00 PM March 1 2024

RE: To gage public sentiment toward  
Development Proposal for 259 Hot Springs Rd, Harrison Hot Springs.

Judging by attendance, there was very low community interest in the 76 unit condo project planned for 259 Hot Springs Rd. Only 8 curious citizens showed up to the hall presentation, Councilor John Allen being one of the eight.

### Questions and Answers posted below.

**Question: Being the current market, what do you expect these units to sell for?**

**Response:** What we have to do is consult with realtors on this. We don't know what the market is. This is still too early in the process to be concerned about pricing units. We do have smaller units, mid size units and larger units. They will be marketed accordingly. We're going to try to aim for as low as we can, but everything depends on the construction costs.. The cost of the project also depends on the perks and amenities that we would like to include. At this stage, we're not into detailed design and therefore we're not into the pricing of these units either. By designing smaller units, the aim was to try to appeal to this lower price ranged clientele.

**Question: Do you have a budget at the back of your mind as to how much this project is going to cost?**

**Response:** Someone told us that we should be budgeting about \$24 million dollars to build this out.

**Question: So basically, these are all for strangers. This is not for people who live and work in the village. You're going to have no units that people in the village can actually afford to buy or rent. Is that what you're saying?**

**Response:** You can't price real estate out of the market. If you price something too high you're not going to have buyers. If you want to sell your property, you have to lower your expectations and your price to something realistic so that you get offers.

**Question: My point is, you are building like every other developer, You are in it for the money. What you're saying is, you say you want this to be part of the Village. Is there any housing that is affordable to people in the village?**

**Response:** We're building this to live in. We plan on retiring here. What I'm saying is: We will not be the ones to determine price. We're going to be working with Realtors who's job is to do the market evaluations. We're going to be talking with the banks. There's a lot of people that we still need to talk to. We're still at the early preliminary

stage. All this is, is pretty pictures right now. We haven't even produced working drawings yet so we're a long way to being able to price the units. At this stage we have no idea what the individual units will be priced at.

One thing we have done to make units affordable is: None of the developers who have built out projects in Harrison have provided the town with 500 sq ft units. Nobody's gone to that size. Most of the apartments built are all large 2 and 3 bedroom. The majority of our units are going to be 1 bedroom and one quarter of the units will be bachelor type units. We're going to have smaller units. The condo's will be priced according to sq ft. Smaller units will naturally be less expensive than your average 2-3 bedroom luxury condos. Some of the smaller units will undoubtedly be affordable to those singles or couples working in Harrison.

**Question: If you build it as it is today, what variances do you need.**

**Response:.** On that little sheet you were given, the very last page says Developer Requests Minor Variances to the Bylaw. It kind of explains what variances we want. The variances are very minor and it's only because of a technicality in the wording and interpretation of the bylaw.

The issue being: because the parking lot was raised, it is therefore calculated into the mass of the entire building. If the parkade were lowered below ground, this would not have been an issue.

**As it is right now, the raised parkade is, according to bylaw interpretation, calculated as "floor space above grade". Hypothetically, If we were to remove the roof to the parkade, we would meet that requirement of site to floor area ratio but that would mean that the residents of the condo would lose their central park. Instead of looking down on a park of paved paths and greenery, they would be looking down on parked cars standing open to the snow and rain. The parkade would be cold and it wouldn't be pleasant to park your car in an outdoor space.**

**Question: Why don't you put the parkade below ground?**

**Response:.** We looked at the implications of doing this but this showed itself to be unworkable.

There's only 1 place in Harrison I can think of that has underground parking and that's the old Ramada Inn on Lillooet. Most of the new condo's such as Aqua Shores and the condo coming up on the east side of Lillooet have parkades that are on grade.

AMR Systems were hired to carry out a Crime Prevention study. Lowering the parkade into the ground presented several problems as well as security concerns. We went on the recommendations identified in this report.

**Lowering the parkade into the ground would lower the entire building to ground level.**

1. This means that the balconies on the first floor would be sitting only two feet above the sidewalk on Hot Springs Rd. Hot Springs Rd in summer is heavily populated with pedestrians at all hours day and night.  
This would pose several problems. People who lived in the first floor condo's would never be able to open their patio doors because the pedestrians walking by, would be able to see straight into their living quarters. People on the ground floor would lose their privacy, would lose the use of their outdoor decks, and have to live with their curtains drawn at all times. It would be depressing.
2. There was another reason why this showed itself to be unworkable and that was for reasons of security. Anyone would be able to hop over the balcony at that level and break into a first-floor units if the patio doors were left open a crack for ventilation. Thieves would steal items off people's decks.
3. A third reason being: Insurance rates would become burdensome.  
259 Hot Springs Rd. is in a known flood zone. In flood zones, insurance companies price their insurance rates accordingly. Imagine how much an insurance company would have to pay out if 76 vehicles were to become submersed in an underground swimming pool .

**Question: What's the construction time frame?**

**Response:** I wish we knew. If someone were to loan us \$24,000,000.00 we could speed it up and start in the fall.

Planning a project this size is not an easy task. This is a big project and it's not going to happen overnight. Our negotiations now starting with the village, will take a bit of time because one of the things in the community plan under the bylaw means having meaningful discussions with the village to address various aspects of the project.

**Question: So what is your ah, in case there's a fire. What do you have prepared for that?**

**Response: We have submitted our plans to the Fire Department and they are in the process of analysing the drawings. They haven't come back to us with their comments. Once they do, we will endeavor to conform to their concerns.**

We have given the fire factor some sober thought and specified the exterior of the building to be of non combustible material. The roof will be tin, the cladding panels on the exterior will be cement board and brick. Even the large 2' X 2' cedar-colored posts holding up the



balconies will be out of cement board. There will be no combustible materials anywhere on the exterior of the Condo.

**Question: God only knows if there's a fire, I wouldn't want to live there. Is there proper access for fire trucks and proper fire escapes in case of fire?**

**Response: We're waiting for the Fire Department to get back to us regarding any fire concerns.**

Our plan will comply with the BC Building Code which is very stringent with rules and regulations concerning safety. There will be a new building code coming up in 6 months. Our plans will need to comply with the new Building Code.

It's not a matter of just doing your own thing. The Building Code spells it out what is required and what is not acceptable. There are very strict guidelines that every Architect must meet. Construction is closely monitored and everyone involved must conform or a residency permit will be denied until the building conforms to fire rating, materials rating, how smoke travels.

**Question: Does this project have adequate parking.**

**Response:.** We have 76 condo units and 93 parking stalls plus 7 tandem. There's more than enough parking for all residents and the occasional visitor.

**Question: Are you planning on having stalls for electric cars with charging ?**

**Response:.** Charging stations in enclosed garages might pose a fire hazard. I just read that all across China, buildings are burning. The batteries in E-vehicles are not dependable and are known to explode and cause fires. Until this technology is more reliable and safe, I don't think we ought to play Russian Roulette with exploding batteries in enclosed parkades. This is an issue we will be raising with the Fire Department to get their views.

**Question: Because all provinces including Trudeau's Federal Government want all cars to be electric by 2030**

**Response:.** We don't have the answer. We don't know how the Building Code will rule on this. As far as we are aware, there are no charging stations within parkade structures. That technology is developing right now and it's something we can't anticipate.

One of the positive things is, if a fire were to ignite in our parkade, the entire parkade is surrounded by concrete and there is in the design, a fire separation in the ceiling of the parkade. The BC Building Code stipulates that parkade ventilation be provided in order to remove car fumes or smoke.

**Question: Just to make a point. You will be across the street from the Settler Pub and you know people will be parking in their parking lot. How do you intend to prevent this.**

**Response:.** Well, as you are aware we presently operate a motel and campground. You could say the same of our guests and visitors parking on the Settler grounds. We don't have that problem. Settler Pub has a very efficient system of towing cars off their parking lot if they don't belong there. As I said earlier, our parkade has more than enough parking for residents and their guests. We have a parkade designed for 17 parking stalls over and above the required amount plus 7 tandem.

**Question: Speaking about purchasing units, do you have the funds to build this on your own or will you be seeking financing?**

**Response:.** We will be seeking financing. We will first be applying for funds at Prospera Credit Union. Some guests who stay with us are quite taken with the project and have offered to introduce us to friends who fund construction.

**These drawings are on display at Glencoe Motel and RV. Interested parties can come by to view them.**

**Question: Is your motel part of Harrison's historical Heritage? We noticed the plaque on the stone fence.**

**Response:.** The Site is historical, but the actual buildings have long ago been torn down when the Motel was built. There used to be large house standing on the property at one time that was used as a maternity home. There were a couple of smaller buildings on the site but everything was demolished.

**Question: Do you have an entrance off Lillooet?**

**Response:.** We do have an entry off Lillooet. Residents will be able to use it with a key if they're returning from the pool for instance but it's more an emergency exit, not intended for a stop and drop.

OK..... are there any more questions? None? So, if we don't have anymore questions, we invite people to roam, inspect the plans. The Architect will answer your questions relating to the actual drawings.

**NOTE: No one took us up on the offer to loiter. People proceeded to vacate the hall.**

**Of the 8 people present, no one expressed resistance to the proposed development. The questions presented us reflected more a passing curiosity. We considered the public meeting to be a success in the projects favor.**

A. R. Baziuk Architect Ltd.  
0750655 BC Ltd

# DESIGN



SOUTH PERSPECTIVE

## Determining Location of Front Entry

- Lillooet is a provincial highway. Department of highways discourages driveways that are near in proximity to intersections.
- Hot Springs Road is congested in summer with people traffic and cars cued for traffic lights. Access and Egress from an entry parkade off Hot Springs Rd. would be not only dangerous but near impossible.
- Cedar Avenue being a side street has little to no traffic. During high season, cars exiting parkade can drive East to Lillooet and proceed East on Lillooet or West to the intersection thus avoiding congestion.
- Open parking lot of Settler Pub would make the front entry to the Condominium prominent. The condominium could be designed to compliment the Settler Pub thus make it appear as part of a broader community plan.
- A South facing Condominium entry would be sunny, warmer, and sheltered from the strong northerly winds in winter.

# How the Building Envelope evolved



SW BIRDSEYE VIEW #1

**Concern: Avoiding communicable diseases in common interior areas (hallways)**

**Solution:** To eliminate interior corridors, create every condo as it's own house, with exterior front door and direct access to fresh air. (stacked housing).

**Concern: Winter winds gusting at high speeds from the North carrying sand**

**Solution:** Design Condominium with South facing front entry. Consider installing glass shutters on balconies for protection and insulation from cold and high winds. Design entry doors to each unit off sheltered central atrium.

**Design considerations for parkade:**

Condominium is situated between Miami River and Harrison Lake. Flood of 1948 inundated properties in Harrison along Hot Springs Rd.

Address 259 Hot Springs Rd is in a flood zone.

**Solution:** Since underground parkades may not be insurable as damage to flooded cars would be extensive and therefore insurance premiums prohibitive. Design parkade on grade. Roof of the parkade can be purposed into a desirable, sheltered, parklike amenity space for residents. (container gardens)

### **Architectural shape:**

- Design housing units along the perimeter of the entire property so as to maximize the central amenity space as a park for homeowners.
- Design 8' wide exterior walkways to each housing unit that will comfortably accommodate mobility scooters. Incorporate central green space.
- Design a large amenity building over the front entry facing Settler Pub for future birds eye coffee shop, gathering place, common reading room. Design on grade access from amenity building to open park area (on roof of parkade) to increase accessibility, and use of green space.

### **Architectural exterior**

- Design exterior to compliment Settler Pub to give it the appearance of being one development.
- Choose earthy colors and rich materials to retain Harrison's small town flavor.
- Use heavy 2' x 2' cedar-colored posts to reflect colors and materials used in Settler Pubs log construction.

# Incorporating Store Space: Pro's and Cons

**Lillooet Ave** being a wide Provincial Hwy is not appealing to pedestrian traffic. Lillooet East of Hot Springs Rd. will never be a shopping area as the North side of the street has already been developed with parking lots to structures fronting Esplanade. Prior planning has made North side Lillooet a "back lane access road".

Analyzing "Harrison Lakeview Suites" (on Lillooet). This project was constructed years ago. At the time, Town of Harrison made it mandatory for the developers to provide commercial store fronts on street level. From the time the condominium was completed, not one commercial space has been leased to this very day. It is likely for this reason that providing commercial on ground floor of a condominium is no longer a requirement in Harrison's bylaws.

## Present vacant commercial lease space in Town of Harrison: 16

- 5 new store front commercial properties for lease in Aqua Shores.
- 1 vacant store front for lease in Spa Motel
- 1 vacant store front for lease in Harrison Lake Hotel on Lillooet
- 1 vacant store front in Komi building (former tourist office)
- 3 vacant store fronts for lease in Harrison Lakeview suites on Lillooet
- 1 commercial space for lease in old Japanese restaurant on Hot Springs Rd.
- 3 commercial spaces for lease in Inkman Mall
- 1 commercial space for lease in Harrison Beach Hotel

**More commercial planned**, Husky Gas Station has recently submitted a design proposal for an 11 unit motel plus several units of ground floor commercial. It appears that Harrison's commercial area is destined to be along Esplanade and every street West of Hot Springs Rd, the Inkman Mall and along Lillooet Ave West.

**Conclusion:** It doesn't make financial sense to provide more street level lease space that would ultimately be destined to not only stand vacant for years but will compete with the many vacant properties presently for lease in Harrison. Town's population and tourism is still too small to sustain viable businesses.

## Designing 76 small-medium (1-2 bdrm) vs Designing 63 x-large (3 bdrm)

**Price and affordability analysis.** Harrison has many large expensive condo units for sale. **Problem:** New 1300sq ft condo units sell roughly for the same price of a single-family home. Large condo's are not rentable due to the fact that monthly rental price must yield a certain rate of return on money invested in construction.

**Fact:** Harrison's present housing market does not accommodate the needs of the single retiree who is wishing to downsize but still prefers to remain in Harrison close to friends and community. Harrison's present housing market also does not cater to providing rental accommodation to the single working person or couple. Businesses in Harrison have difficulty finding employees due to "zero vacancy".

**Fact:** In the one month of having advertised "accommodation", there were over 100 inquiries from individuals seeking a 1 bdrm apartment in Harrison.

Designing 63 large 3 bdrm condo's, is a recipe for insolvency. Unsaleable units would necessitate having to turn the entire project into another illegal "**short term rental**", as was the case with the "Harrison Lakeview Resort". Upon completion, owners, unable to sell large units at fair market value, were forced to repurpose the entire building into a hotel.

**The parkade in the proposed condo development** has an "excess" of parking stalls for the 76 units proposed. (the parkade has 93 regular stalls plus 7 tandem).

**Fact: Deleting all the small 600–800 sq ft units from the project will not change the footprint nor design of the Condominium.** Deleting the smaller units will only increase pressure on council to provide Harrison's workforce with housing.

**Fact:** Should the small more affordable units be eliminated, space will be re-purposed into amenity areas for use of condo residents or as rental space (meeting rooms, special purpose rooms).

# Developer requests Minor Relaxation to Bylaw

## **Relaxation requested: to vary the maximum Floor area Ratio from 1.5 to 1.8**

The “central portion of the parkade, (beneath the outdoor open-air park), is according to interpretation, being calculated into the general “floor area ratio”.

The Developer requests the open-air roof of the parkade, (mezzanine) be recognized as an amenity space (open-air park) and therefore the area subtracted from the “floor area ratio” calculations.

- **Note: Relaxation to the bylaw would not be required if the parkade was below ground level and roof of the parkade “on grade”.**

Due to the entire parkade having been raised, it is now interpreted as part of the “building mass” and therefore calculated into Floor Area Ratio.

- **Note: The development would also meet “floor area ratio” requirements IF the parkade didn’t have a roof.**

Enclosing the parkade with a roof, creates a usable park amenity space in the central area for residents use. It is visually desirable to be looking down on a park as opposed to looking down on a sea of parked cars open to the elements.

## **Minor Relaxation requested: To vary maximum height from 15m to 18m**

Having undergone exact calculations, It has now been determined that the development meets the criteria for height according to Harrisons building bylaws. The Development is in compliance with max allowed height restriction.

## **Minor Relaxation requested: To vary the lot coverage from 75% to 89.39%**

The central park area, being the roof of the parkade, is being calculated into lot coverage. We request a relaxation due the fact that the roof of parkade is in fact an “exterior amenity space”. According to bylaws, amenities are exempt from lot coverage calculations. We don’t wish to remove the mezzanine park space as the only one it would benefit would be the developer, due to a substantial cost saving.



File No: 3360-20-Z02/23  
Date: June 17, 2024

To: Mayor and Council  
From: Ken Cossey, Planning Consultant  
Subject: Zoning Amendment Application – 259 Hot Springs Road

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## RECOMMENDATIONS

THAT Zoning Amendment Bylaw No.1194, 2023 be introduced and given first reading; and

THAT Zoning Amendment Bylaw No. 1194, 2023 be given second reading; and

THAT staff be authorized to set up a Public Hearing for Zoning Amendment Bylaw 1194, 2023.

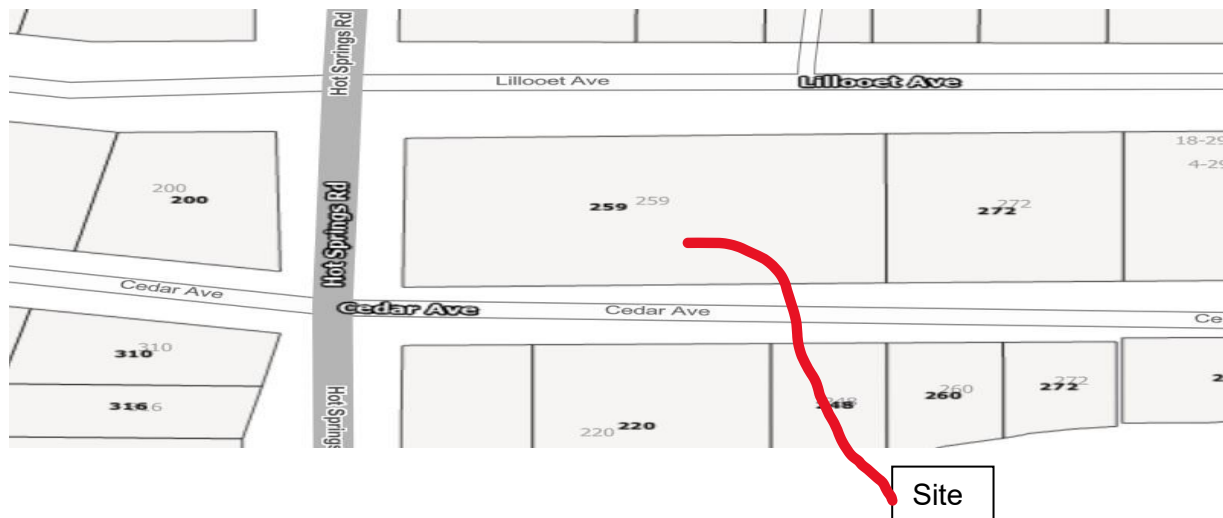
## SUMMARY

To provide Council with a review of Zoning Amendment Bylaw No. 1194, 2023. This includes consideration of the suggested referral agencies, and the setting up of a Public Notification meeting. The Amendment Bylaw proposes to change the current Floor Area Ratio from 1.5 to 1.8, change the Lot Coverage from 75% to 89.39% and change the Building Height from 15 M to 17.61 M.

## BACKGROUND

Based upon a review of the Village's Official Community Plan No. 864, 2007 (OCP), which was applicable at the time the application was made, the site is within the Village Centre designation, and within the Lakeshore Development Permit Area.

As per the Village's Zoning Bylaw No. 1115, 2017, the site is zoned as Village Commercial (C-1) and is bounded by Lillooet Avenue to the north, Hot Springs Road to the west, and Cedar Avenue to the south.



### Site Information

The site is approximately 0.41 Ha (4,062 M<sup>2</sup> or 1.01 Ac) in area and currently contains a motel, 25 RV sites, a tent camping area, and a small restaurant. All existing Buildings or Structures are to be demolished when the development application is approved. The surrounding uses include restaurants, hotels, a gas station, and the Harrison Resort Mineral pool.

The site is relatively flat, is fully serviced and is accessed by vehicles off of Hot Springs Road. The site has a historical marker attached to a fence, indicating that this site was once the home of the Elliot Nursing Home in 1902. The owner wishes to retain the sign and the fence it is attached to with the new development.

### DEVELOPMENT PROPOSAL

The application is for a 76 multi-unit residential building. The proposal includes one level of above ground parking with four storeys of residential units above this level, for a total of five storeys. In order to achieve this the applicant needs to amend the Village's Zoning Bylaw. The attached draft bylaw purposes to do the following:

1. Change the allowable FAR from 1.5 to 1.8;
2. Change the current maximum Lot coverage from 75% to 89.39%; and
3. Change the allowable maximum Building height from 15 M to 17.61 M.

The applicant is proposing to develop a private internal courtyard for the building residents use only. The parkade entrance will be off of Cedar Avenue and the pedestrian entrance will be off of Lillooet Avenue. The dwelling units will range in size from 596 ft<sup>2</sup> (55.3 M<sup>2</sup>) to 1,255 ft<sup>2</sup> (116.5 M<sup>2</sup>).

### Off Street Parking

The required number of parking stalls for this size of development is 95. With this number of required parking stalls, the number of accessible persons parking stalls is 6. With the above ground parkade, the on-site parking requirements have been exceeded.

The breakdown for stalls is as follows;

1. 86 regular stalls, which includes the required 6 disabled persons parking stalls,

2. 7 tandem stalls. This type of car park is set up to handle two cars parking in the same parking space, with one car parked in front of the other. The first car in cannot generally leave until the second car leaves.

With the tandem parking stalls, the total on-site parking is 100 vehicles, which exceeds the required 95 stalls.

**Public Realm Improvements - as offered by the developer**

None being offered, at this time.

**PLANNING TOOLS SUMMARIZED**

**Use and Purpose of the Floor Area Ratio (FAR)**

The FAR is a measurement of a Building’s or Structure’s floor area in relation to the size of the Lot that the Building or Structure will be located on. Generally, the FAR is expressed in a decimal format, and is an effective way to calculate the bulk or mass of the proposed development on a particular site. The FAR is also used in conjunction with other development standards such as Building Heights, and Lot Coverage. Within the Village’s current Zoning Bylaw is the following definition.

**“Floor Area Ratio (FAR)**

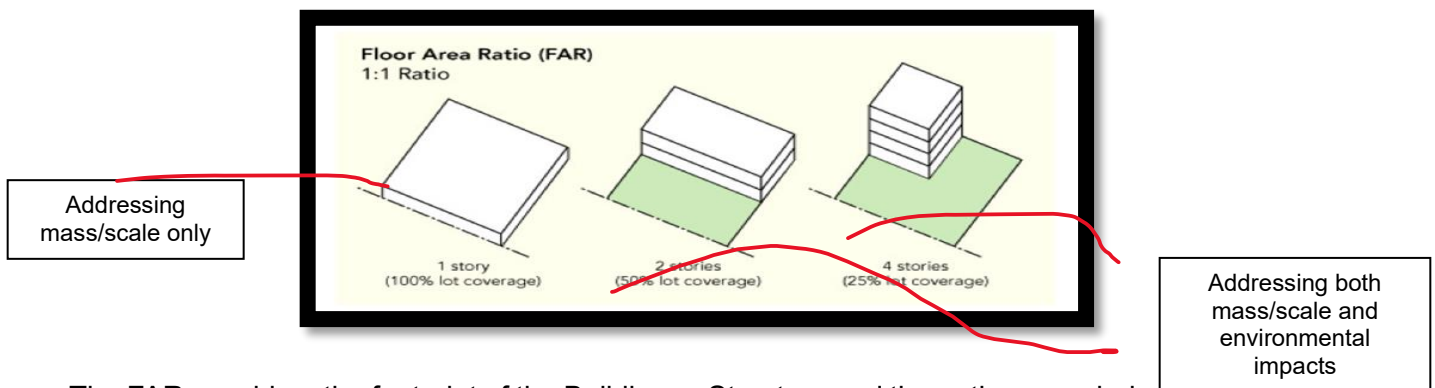
means a ratio between the Building or Structure size and the Lot size, that is used to control the bulk of the Building or Structure;”

Source: Zoning Bylaw 1115, 2017

The FAR is most often used to express development intensity of non-residential land uses, such as commercial and industrial uses.

**Purpose of the FAR**

The FAR can be used to lessen environmental impacts of the development, to control the mass and scale of the development, or both as outlined in the diagram below.



The FAR considers the footprint of the Building or Structure and the entire occupied areas of the proposed development. Unoccupied areas such as but not limited to parking garages, elevator shafts and basements are generally not included in the calculation of the FAR.

## **Purpose of Lot Coverage**

Lot Coverage is used as a planning tool to control the scale of development on a Lot, and the overall building footprint is controlled through the use of this tool. Within the Village's current Zoning Bylaw is the following definition.

### **“Lot Coverage**

means the Building Area of all the Buildings and Structures that are allowed to cover a Lot and is expressed as a percentage figure of the total area of the Lot;”

Source: Zoning Bylaw 1115, 2017

## **Purpose of the Building Height**

This type of planning tool controls the overall height of the Building or Structure. Architectural elements that do not add floor area to a Building or Structure, such as parapet walls, chimneys, vents, and roof equipment are not considered part of the height of a Building or Structure. In the case of the Village's Zoning Bylaw the following are also included:

- Communication towers
- Spires, belfries, and domes
- Flag poles
- Elevator shafts, and
- Stair and hose towers

## **ADDITIONAL COMMENTS**

### **Accessibility Impact Statement**

In terms of accessibility, the project must meet the BC Building Code requirements for universal accessibility as per the Building Access Handbook, 2014.

### **Agency Referrals**

In an earlier report staff recommended that the following agencies have the draft bylaw referred to them and ask that they provide feedback on this development project. This has been completed.

1. Advisory Planning Commission
2. The Village's Fire Department
3. The Ministry of Transportation and Infrastructure
4. Public Notification Meeting held by the applicant as directed by Council

Please note that all the referral agency comments will be shared with the public during the Public Hearing process.

### **Crime Prevention Through Environmental Design (CPTED)**

The developer has prepared a CPTED Review Report, dated May 23, 2023. The author of this report utilized the four key principles of CPTED, as outlined below;

1. Natural Surveillance,
2. Natural Access Control,
3. Territoriality, and
4. Maintenance and Management.

While the report has been finalized, staff at this time have not held any discussions with the developer to discuss the implementation of the CPTED recommendations.

### **Title Review**

The Title of this site has been reviewed and there is no flood covenant registered on title. This issue will need to be addressed prior to any actual development starting on this parcel of land.

### **Concerns**

Overall, there are three major issues or concerns with this application.

The change of the Lot coverage from 75% to 89.39% could impact the current storm water drainage and direction of the storm water flows, as well as the intensity of the development and the overall neighbourhood character. The Village can ask the developer to provide additional information on this issue, after the holding of the Public Hearing meeting, or as Council requires.

There is no indication of any affordable housing units that may be made available within this development.

The lack of any public realm improvements.

Overall, the project can be moved forward to determine what if any requirements the community may have about this development project.

### **DISCUSSION**

#### **FINANCIAL CONSIDERATIONS**

There are no financial considerations associated with this report.

#### **POLICY CONSIDERATIONS**

OCP Bylaw 864, 2007

Zoning Bylaw 1115, 2017

Respectfully submitted:



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Ken Cossey, MCIP, RPP  
Planning Consultant

Reviewed by:



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Tyson Koch  
Chief Administrative Officer

Attachment: Zoning Amendment Bylaw 1194, 2023

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE REGULAR MEETING OF COUNCIL**

**DATE:** Monday, June 17, 2024  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers, Memorial Hall  
290 Esplanade Avenue, Harrison Hot Springs, BC

**IN ATTENDANCE:** Deputy Mayor Leo Facio  
Councillor John Allen  
Councillor Allan Jackson  
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch  
Chief Financial Officer, Scott Schultz  
Corporate Officer, Amanda Graham  
Community Services Manager, Christy Ovens  
Director of Operations, Jace Hodgson  
Planning Consultant, Ken Cossey

**ABSENT:**

**1. CALL TO ORDER**

Deputy Mayor Facio called the meeting to order at 7:00 p.m.  
Deputy Mayor Facio acknowledged the traditional territory of Sts'ailes.

**2. INTRODUCTION OF LATE ITEMS**

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT the following items be added to the agenda:

- Discussion on the By-Election added as New Business item 14(b)
- Block Watch/Citizens on Patrol added as New Business item 14(c)

**CARRIED  
UNANIMOUSLY**  
*RC-2024-06-20*

**3. APPROVAL OF AGENDA**

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**  
*RC-2024-06-21*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 17, 2024

4. **ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Regular Council Meeting Minutes of June 3, 2024 be adopted.

**Amendment moved by Councillor Allen**

THAT the minutes of the June 3, 2024 Regular Council Meeting be amended to identify Bylaw No. 1208, 2024 as an amendment to Zoning Bylaw 1115, 2017 with large and sweeping changes to the residential zones and densities in Harrison Hot Springs.

**MOTION FAILED  
LACK OF SECONDER**

**Amendment moved by Councillor Allen**

That the minutes of the June 3, 2024 Regular Council Meeting be amended by adding under section 15 – Questions from the Public that Councillor Facio took the chair at 8:23 p.m.

**MOTION FAILED  
LACK OF SECONDER**

Council voted on the main motion.

**CARRIED  
OPPOSED BY COUNCILLOR ALLEN  
RC-2024-06-22**

5. **BUSINESS ARISING FROM THE MINUTES**

- Councillor Allen reported that New Business item 14(a) from the June 3, 2024 Regular Council Meeting minutes regarding the Crosswalk Markings on Esplanade Avenue has been completed.

**Moved by Deputy Mayor Facio**  
**Seconded by Councillor Vidal**

THAT the rezoning application for 421 Emerald Avenue be referred back to staff to come back with the original proposal at the next Regular Council Meeting of July 8, 2024.

**CARRIED  
OPPOSED BY COUNCILLOR ALLEN  
RC-2024-06-23**



Village of Harrison Hot Springs  
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**6. CONSENT AGENDA**

- iv. (a) Letter dated May 28, 2024 from the City of Campbell River to the Minister of Forests, Lands and Natural Resources  
Re: Concern Regarding Recent Management of Forest Practices
- (b) Letter dated May 29, 2024 from the City of Kamloops  
Re: Deputy Mayor to Represent Kamloops City Council
- (c) Email dated June 3, 2024 from Councillor Will Cole-Hamilton  
Re: FCM Director at Large Candidate Profile

**Moved by Councillor Jackson**

**Seconded by Councillor Vidal**

THAT the consent agenda be received.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-24

**7. DELEGATIONS/PETITIONS**

None.

**8. CORRESPONDENCE**

- (a) Letter dated May 22, 2024 from the Agassiz-Harrison Historical Society  
Re: Request for Formal Contract and Annual Funding Increase – Agassiz-Harrison Museum and Archives
- (b) Letter dated June 11, 2024 from the City of Kamloops  
Re: Support for Downloading Costs on Municipalities
- (c) Letter from Various Local Businesses in the Village  
Re: Canada Day Fireworks Cancellation

**Moved by Councillor Vidal**

**Seconded by Councillor Jackson**

THAT the letter dated May 22, 2024 from the Agassiz-Harrison Historical Society, the letter dated June 11, 2024 from the City of Kamloops and the Letter from Various Local Businesses in the Village be received.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-25

**9. BUSINESS ARISING FROM CORRESPONDENCE**

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT item 8(b), letter from the City of Kamloops regarding Downloading Costs on Municipalities be referred back to staff to research and come back to Council with a report, and;

THAT a letter be sent to the City of Kamloops thanking them for the letter and supporting their position.

**CARRIED  
UNANIMOUSLY**  
*RC-2024-06-26*

**Moved by Deputy Mayor Facio**  
**Seconded by Councillor Jackson**

THAT the letter from the Agassiz-Harrison Historical Society regarding an annual funding increase be referred to staff to respond to the Agassiz-Harrison Historical Society and advise them that Council will consider this request during budget deliberations.

**CARRIED  
OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-27*

**10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS**

**Councillor Jackson**

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison
  - Attended the Annual General Meeting
  - Attended the Canada Day Planning meeting on June 17, 2024
- Attended a meeting with senior RCMP members on June 11, 2024
- Attended a Block Watch information session with RCMP on June 13, 2024

**Councillor Allen**

- Harrison Agassiz Chamber of Commerce – No Report
- Agassiz-Harrison Healthy Communities – No Report

**Councillor Vidal**

- Community Futures North Fraser Board of Directors – No Report
- Corrections Canada Citizen's Advisory Committee – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended a Terry Fox Run planning meeting on June 11, 2024
- Attended meeting with senior RCMP members on June 11, 2024
- Congratulated the AESS grad class of 2024

**11. MAYOR'S REPORT**

**Deputy Mayor Facio**

- Fraser Valley Regional District Board (Municipal Director) – No Report
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Reported on a FVRD Regional and Corporate Services Committee meeting on June 13, 2024
- Attended the Canada Day Planning meeting on June 17, 2024

**Moved by Deputy Mayor Facio**  
**Seconded by Councillor Allen**

THAT the Village finance the Canada Day Fireworks celebration.

**CARRIED**  
**OPPOSED BY COUNCILLOR VIDAL**  
*RC-2024-06-28*

**12. REPORTS FROM STAFF**

- (a) Report of Corporate Officer dated June 17, 2024  
Re: 2024 UBCM Convention Provincial Appointments

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT staff be directed to request meetings at the 2024 UBCM Convention with the following Cabinet Ministers regarding the following topics:

- Minister of Emergency Management and Climate Readiness regarding the secondary evacuation route, funding for fuel maintenance and criteria for calling a State of Local Emergency;
- Minister of Transportation and Infrastructure regarding re-routing trucks to use Highway 1 at Hope to relieve the amount of trucks crossing the Rosedale Bridge, update on the Rosedale Bridge, assistance in putting a boulevard down the center of Lillooet Avenue and bicycle lanes, removal of rock bluff on Rockwell Drive, Rosedale roundabout choke point and east side crosswalk at Hot Springs Road and Miami River Drive replacement with proper sidewalk and drainage;
- Minister of Housing regarding effects of adding density and upgrading infrastructure, incentives for rental units, and waiving of parking for multi-unit buildings;
- Minister of Municipal Affairs regarding legislation with stronger measures for Mayor and Council, the need for an ethics commissioner and review of the Community Charter;

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- Minister of Health regarding the need for increased mobile breast cancer screening units to rural communities; and
- Minister of Public Safety and Solicitor General regarding the need to update the Community Charter and the need to provide more authority to the Minister of Municipal Affairs; and

THAT staff be directed to request meetings with Ministry staff should the requested meetings with the Cabinet Ministers not be granted.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-29

- (b) Report of Chief Financial Officer dated June 17, 2024  
Re: 2023 Statement of Financial Information

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the 2023 Statement of Financial Information be approved.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-30

- (c) Report of Chief Financial Officer dated June 17, 2024  
Re: 2023 Annual Report

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the 2023 Annual Report be approved.

Questions from the public were entertained.

Council voted on the motion.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-31

- (d) Report of Planning Consultant dated June 17, 2024  
Re: Follow Up Comments – Issuance of DP for 553/555 Lillooet Avenue

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT Development Permit DP 03/23 be issued to 1103593 BC Ltd. for property located at 553 and 555 Lillooet Avenue, Harrison Hot Springs for land legally described as:

*Village of Harrison Hot Springs  
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- (i) Lot 2 Except part subdivided by Plan 70793, Sec 13 Township 4, Range 29 West of the 6<sup>th</sup> Meridian, New Westminster District Plan 59945, and
- (ii) Lot A, Sec 13 Township 4, Range 29 West of the 6<sup>th</sup> Meridian, New Westminster District Plan 70793

Subject to the following:

- a) The Village receiving an Irrevocable Letter of Credit in the amount of \$650,353.00;
- b) The Fraser Valley Regional District issuing a Demolition Permit for any building or structures on the proposed sites;
- c) The provision of at least one electric vehicle charging outlet must be installed on the proposed site;
- d) The Village being provided with a copy of the Ministry of Transportation and Infrastructure access permit;
- e) The provision of a covenant indicating that the applicant must provide at least 4 accessible Parking Stalls, that are the closest to the proposed development;
- f) A Comprehensive Sign permit being issued by the Village;
- g) The applicant entering into a Works and Services Agreement for utilities and frontage improvements with the Village;
- h) The applicant entering into a Landscaping Agreement with the Village;
- i) The applicant entering into a flood plain covenant;
- j) The application be referred to the Village's Fire Department, for their comments and recommendations. Any recommendations must be included in the Planning Review stage on the issuance of a building permit; and
- k) A report prepared by a competent professional with at least 10 years of professional experience, and accepted by the Village, that addresses:
  - i. The estimation on the demand to be generated by the proposed development for water, and sewer services and in the case of any phased development, by each phase of the development;
  - ii. An analysis of the existing community water system and the existing community sewer system and outlining the options available for the supply and delivery of water and the provision of sewer services to the proposed development;
  - iii. An estimation of the amount of additional surface drainage that could be generated by the proposed development and the options available for on-site retention/absorption, collection, storage, and dispersal of such drainage;
  - iv. Identification of, if applicable, the new capital works required for the proposed development for water, sewer, and the drainage systems and their cost and the potential funding sources for these expenditures.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-32*

Village of Harrison Hot Springs  
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**13. BYLAWS**

- (a) Report of Chief Administrative Officer dated June 17, 2024  
Re: Code of Conduct Bylaw No. 1205, 2024

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Code of Conduct Bylaw No. 1205, 2024 be introduced and given first reading.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-33*

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Code of Conduct Bylaw No. 1205, 2024 be given second and third readings.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-34*

- (b) Report of Planning Consultant dated June 17, 2024  
Re: Zoning Amendment Application – 259 Hot Springs Road

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Zoning Amendment Bylaw No. 1194, 2023 be introduced and given first reading.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-35*

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Zoning Amendment Bylaw No. 1194, 2023 be given second reading.

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-06-36*

Village of Harrison Hot Springs  
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**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT staff be authorized to set up a Public Hearing for Zoning Amendment Bylaw No. 1194, 2023.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-06-37*

- (c) Report of Planning Consultant dated June 17, 2024  
Re: Zoning Amendment Bylaw No 1208, 2024 – SSMUH Bylaw Follow Up

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT Council direct staff to seek a hazardous exemption to the Small-Scale Multi-Unit Housing Site Standards A.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-06-38*

**14. NEW BUSINESS**

- (a) New Business from Councillor Allen  
Re: Disclosure of Village Contracts

**Moved by Councillor Allen**

WHEREAS the Village Council is accountable to the public for all expenditures; and

WHEREAS the public is entitled to know what commitments and expenditures are being made by the Council on the public's behalf, therefore be it resolved

THAT staff be instructed to provide copies of all such contracts to the public on request and at no cost to the individual asking for the information.

**MOTION FAILED**  
**LACK OF SECONDER**

- (b) New Business from Councillor Allen  
Re: By-Election

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT Council accept the verbal report of the Corporate Officer advising that Mayor Ed Wood resigned from office on Monday, June 10, 2024.

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**CARRIED  
UNANIMOUSLY**  
RC-2024-06-39

- (c) New Business from Councillor Allen  
Re: Block Watch/Citizens on Patrol

**Moved by Councillor Allen**  
**Seconded by Councillor Jackson**

THAT the Block Watch/Citizens on Patrol group be given free use of Memorial Hall as required.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-40

Deputy Mayor Facio congratulated the Corporate Officer Amanda Graham and Community Services Manager Christy Ovens for recently receiving awards from the Local Government Management Association.

Deputy Mayor Facio reported that the Regular Council Meetings from July to September will be held at the Village Office.

**15. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)**

Questions from the public were entertained.

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the meeting be adjourned at 9:15 p.m.

**CARRIED  
UNANIMOUSLY**  
RC-2024-06-41

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Leo Facio  
Deputy Mayor

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Amanda Graham  
Corporate Officer





**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1194, 2023**

**A bylaw to amend the Village of Harrison Hot Springs  
Zoning Bylaw No. 1115, 2017**

**WHEREAS** the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2018;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**CITATION**

1. This Bylaw may be cited for all purposes as the "**Village of Harrison Hot Springs Zoning Amendment Bylaw No. 1194, 2023**".

**TEXT AMENDMENT**

2. That under the C-1 Zone "Development Regulations for the Commercial Uses", the following number 11 is inserted in the Notes section:

"11/. For land located at 259 Hot Springs Road, legally described as Lot "A" Block 2, Section 13, Township 4, Range 29, West of the 6<sup>th</sup> Meridian, New Westminster District Plan 251 (PID 002-223-457), the maximum allowable Floor Area Ratio must not exceed 1.8, the Lot Coverage must not exceed 89.39%, and the maximum height must not exceed 17.61 M."

READ A FIRST TIME THIS 17<sup>th</sup> DAY OF JUNE 2024.

READ A SECOND TIME THIS 17<sup>th</sup> DAY OF JUNE 2024.

A PUBLIC HEARING WAS HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## Tyler Kafi

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**From:** Purcell, Samantha MOTI:EX <[Samantha.Purcell@gov.bc.ca](mailto:Samantha.Purcell@gov.bc.ca)>  
**Sent:** Monday, January 8, 2024 11:38 AM  
**To:** Amanda Graham <[agraham@harrisonhotsprings.ca](mailto:agraham@harrisonhotsprings.ca)>  
**Cc:** Planning <[Planning@harrisonhotsprings.ca](mailto:Planning@harrisonhotsprings.ca)>; Tyson Koch <[tkoch@harrisonhotsprings.ca](mailto:tkoch@harrisonhotsprings.ca)>  
**Subject:** RE: 259 Hot Springs Road - Zoning Amendment Referral

Good morning Amanda,

I have reviewed the referral letter and conceptual design, and have the following comments:

- The conceptual design does not show setbacks from the road right-of-way. For Hot Springs Road and Lillooet Avenue the Ministry requires a 4.5 metre setback from the property line for all structures.
- For the access point from Cedar Ave onto Hot Springs Rd, the proposed development does not trigger a traffic study requirement per MOTI guidelines. However, if the Village intends to request a traffic study from the developer, MOTI can review the report and provide comments.

Aside from that, I have no further comments about the proposed rezoning. Please forward the bylaw after 3<sup>rd</sup> reading for final review and endorsement.

Kind regards,

### **Samantha Purcell**

Development Officer (SA-07)  
Lower Mainland District | South Coast Region  
*Ministry of Transportation and Infrastructure*  
45890 Victoria Avenue | Chilliwack | BC | V2P 2T1  
E-mail: [Samantha.Purcell@gov.bc.ca](mailto:Samantha.Purcell@gov.bc.ca) | Office: 778-704-7426 | Cell: 604-845-4605



# HARRISON *Hot Springs* Fire Department

**Tyson Koch, Chief Administrative Officer**

Village of Harrison Hot Springs, Resort Municipality  
Box 160, 495 Hot Springs Road  
Harrison Hot Springs, BC  
V0M 1K0

May 15, 2024

Hello Tyson,

I am writing in regards to the development proposal at 259 Hot Springs Road. After a full review of this development with DC Malfait and myself, as well as an in-depth discussion with the developer. The Harrison Hot Springs Fire Department has no concerns or issues with this development going forward.

Regards,

**Curtis Genest**

**Fire Chief, Village of Harrison Hot Springs**

Box 160, 555 Hot Springs Road  
Harrison Hot Springs, BC  
V0M 1K0

# NOTICE OF PUBLIC HEARING

## ZONING AMENDMENT BYLAW - 259 HOT SPRINGS ROAD

**Tuesday, July 16, 2024 at 6:00 p.m.**  
**Village Office, 495 Hot Springs Road, Harrison Hot Springs, BC**

TAKE NOTICE that the Council of the Village of Harrison Hot Springs will hold a Public Hearing pursuant to Section 464 of the **Local Government Act** of British Columbia, as noted above, on the following item:

### ZONING AMENDMENT BYLAW NO. 1194, 2023

**Property:** 259 Hot Springs Road, Harrison Hot Springs, BC, legally described as Lot A Block 2 Section 13 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 251, PID 002-223-457

**Purpose:** The bylaw proposes an amendment to Zoning Bylaw No. 1115, 2017 to change the current Floor Area Ratio from 1.5 to 1.8, change the Lot Coverage from 75% to 89.39% and change the building height from 15 metres to 17.61 metres



All persons who believe their interest in property is affected by the proposed application will be given a reasonable opportunity to be heard. Please note that the opinions you express orally and any presentations you submit will form a part of the public record.

You may indicate your support or opposition to the proposed Bylaw in one of the following ways:

- Forward written submissions by email to [info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca) with PUBLIC HEARING COMMENTS in the subject line or deliver to the Village Office at PO Box 160, Harrison Hot Springs, BC V0M 1K0. All written submissions must be received by **4:00 pm on Tuesday, July 16, 2024**
- Attend the meeting and provide an oral submission in person
- Attend through a Zoom link – Meeting ID: 861 3626 7505

Relevant documents, the proposed bylaw, and information about this application will be published and available for public inspection on the Village's website at [www.harrisonhotsprings.ca](http://www.harrisonhotsprings.ca) or at the Village Office located at 495 Hot Springs Road, Harrison Hot Springs, during business hours Monday – Friday, 8:30 a.m. to 12:00 noon and 1:00 p.m. to 4:30 p.m.

**Please note that no further information or submissions can be considered by Council after the conclusion of the Public Hearing.**

For more information, please contact Ken Cossey, Planning Consultant at **604-796-2171** or by email [planning@harrisonhotsprings.ca](mailto:planning@harrisonhotsprings.ca)



**AMR SYSTEMS**  
A division of AMR Systems Landscape

Scott Watson MBCSLA, ISA (Certified  
Arborist), CPTED Consultant,  
Landscape Architect

## **CPTED REVIEW REPORT**

**Project Name:**

Harrison Condo

**Project Address:**

259 Hot Springs Rd, Harrison, BC

**Client:**

Andrew Baziuk



**Proposed Rendering Provided by A.R Baziuk Architect Ltd.**

**CPTED CONSULTANT: C.Silbernagel**  
**LEVEL II CPTED CERTIFIED**

*Cassidy Silbernagel*

**SIGNATURE**

Project Number: AMR: 22-123

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## Forward

AMR Systems Ltd. (AMR) has been retained to provide Crime Prevention Through Environmental Design (CPTED) Consulting Services on a proposed Condo at 259 Hot Springs Road in the Village of Harrison Hot Springs (the “Subject Site”).

AMR will present a comprehensive CPTED review based on the existing conditions and findings determined and available gathered during separate site visits which occurred 1) during the day, and 2) at night.

AMR would like to point out that the CPTED Review, its findings, considerations, and strategies should serve as a tool to the Village of Harrison Hot Springs (Village) in identifying areas of CPTED concern (if any) in the context of the proposed development. AMR will provide an opinion of the overall design and how it relates to the surrounding neighbourhood and environment.

This CPTED Review Report is not a definitive statement on all the security related risks that the proposed development at 259 Hot Springs Road could experience.

### **CONFIDENTIAL**

**The information contained within this report is considered proprietary and confidential to Andrew Baziuk and AMR Systems Ltd. Inappropriate and unauthorized disclosure of this report or portions of it could result in significant damage or loss to these organizations. This report should be distributed to individuals on a need-to-know basis only.**

## CPTED Review Process

AMR has reviewed the following project plans:

- Architectural Plans dated May 3 2023, from A.R. Baziuk Architect Ltd.
- Development Permit Package dated May 3 2023, from A.R. Baziuk Architect Ltd.
- Landscape Plan dated May 4, 2023 from AMR Systems Ltd.

The four Key principles of CPTED are:

1. Natural Surveillance;
2. Natural Access Control;
3. Territoriality; and
4. Maintenance and Management.

CPTED creates a built environment which will create a naturally defensible space that is frequented and utilized by users or owners. This will translate into a space that looks, feels, and acts like a “harder target” for crime projecting environmental cues that discourage acts of street disorder and criminal activity.

The area of influence for CPTED is a ¼ kilometre radius from the Subject Site. This is looked at during day and night site visits and identifies any positive or negative influences in the study area.

Note:

The consultant submits this final CPTED Review Report for the Village of Harrison Hot Springs consideration.

## Site Review

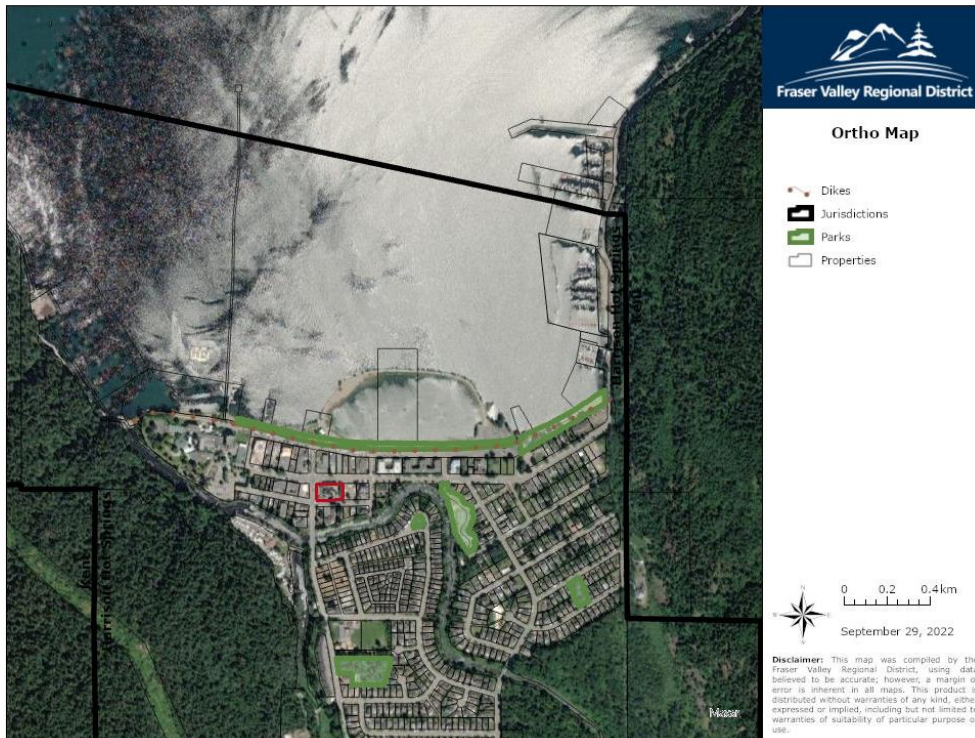
The Subject Site (259 Hot Springs Road) is a flat lot in Harrison Hot Springs, located to the south of Harrison Lake. The subject site currently occupied by Glencoe Motel and RV and John Fish & Chips. The site contains two (2) buildings, twenty seven (27) camping sites and a food truck. Within the two (2) buildings contain an office and eleven (11) motel rooms.

The Subject Site is within a mix use neighbourhood. To the north of the Subject site is Harrison Public Pool and Milos Greek Taverna, to the east is Hot Springs RV and Camping Park, to the west is Huskey Gas Station and to the south is Old Settler Pub and Liquor store. Within 150-meter walking distance is the Lagoon Beach and boardwalk, shops, walking trails, liquor store, and restaurants. Within 450-meter walking distance are Harrison Hot Springs Elementary School and Spring Park.

### Photo of Existing Site at Time of Site Visit:



### Orthophotos Showing Location of Subject Site

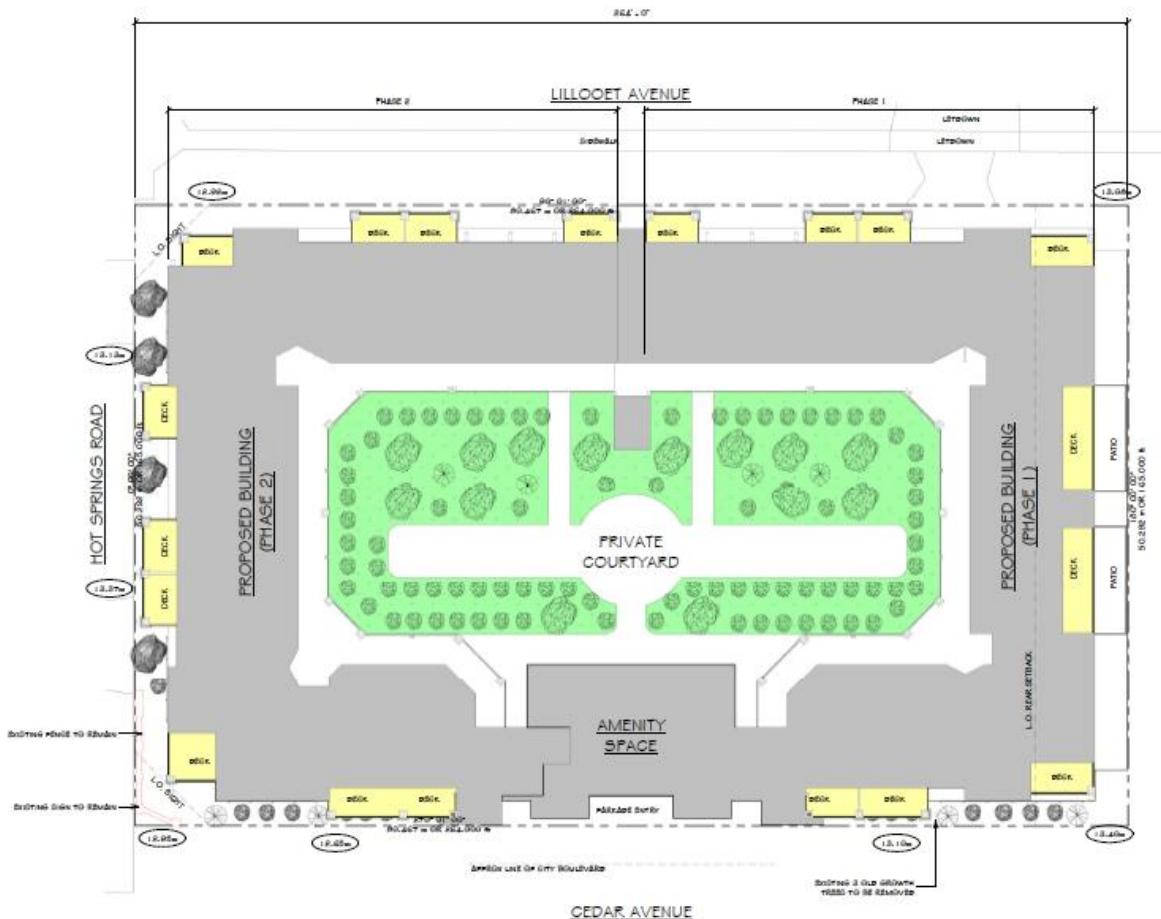


## Proposed Development

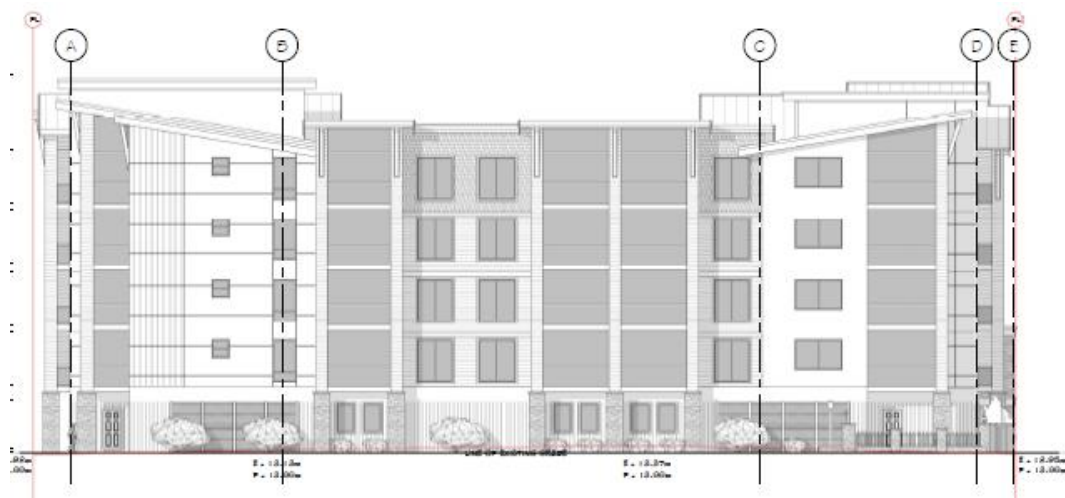
The site plan indicates a residential apartment. The proposed development consists of a five (5) storey building, with one (1) at grade parking level and four (4) residential floors above. The residential building contains seventy-six (76) residential units on floors 2-4 and one hundred (100) underground parking stalls. The residential units contain a mixture of one bedroom, one bedroom plus den adaptable and two bedroom adaptable. The units range in size from 596 sqft per unit to 1,255 sqft .

The proposed building is built around a center courtyard. This allows all units to have sightline and windows on two (2) faces rather than a typical one (1) in an apartment. The central courtyard allows the access corridor to be open creating a visual connection to floors above, below, and across. This helps to encourage a sense of community within the entire building.

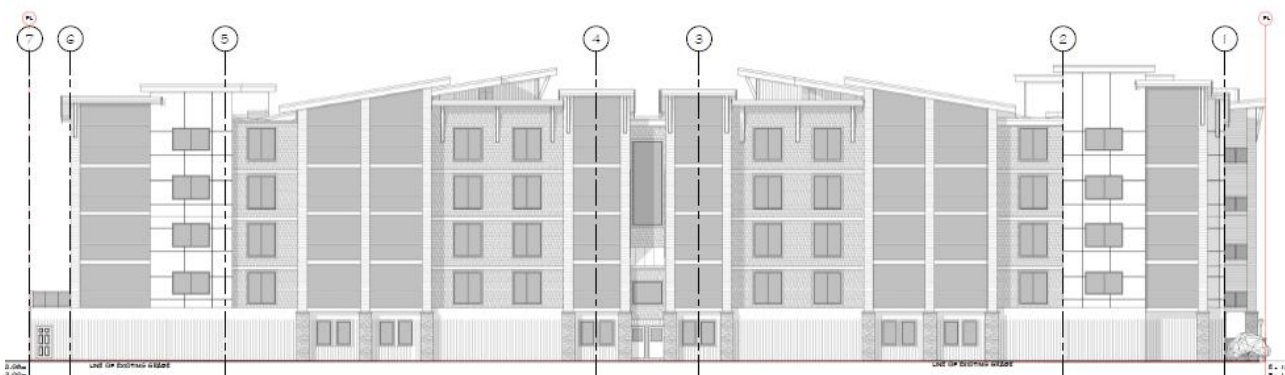
### Proposed Site Plan:



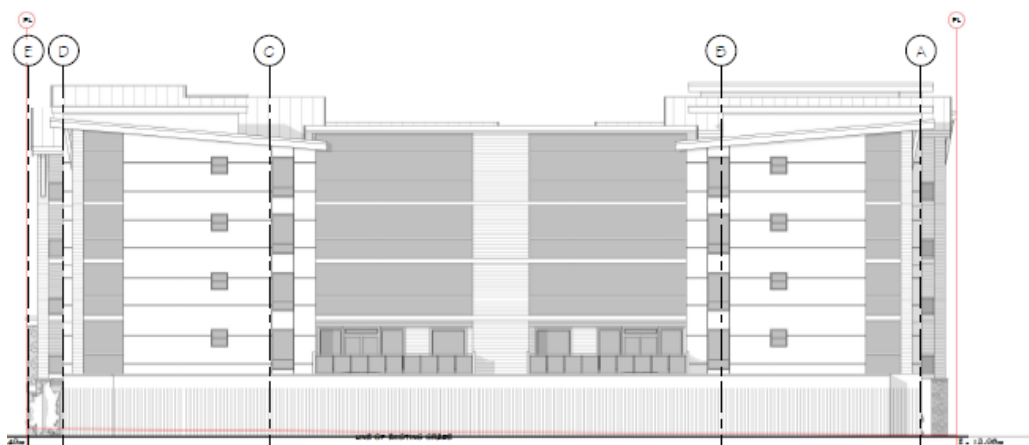
**Proposed Building Elevations:**



**West Elevation**

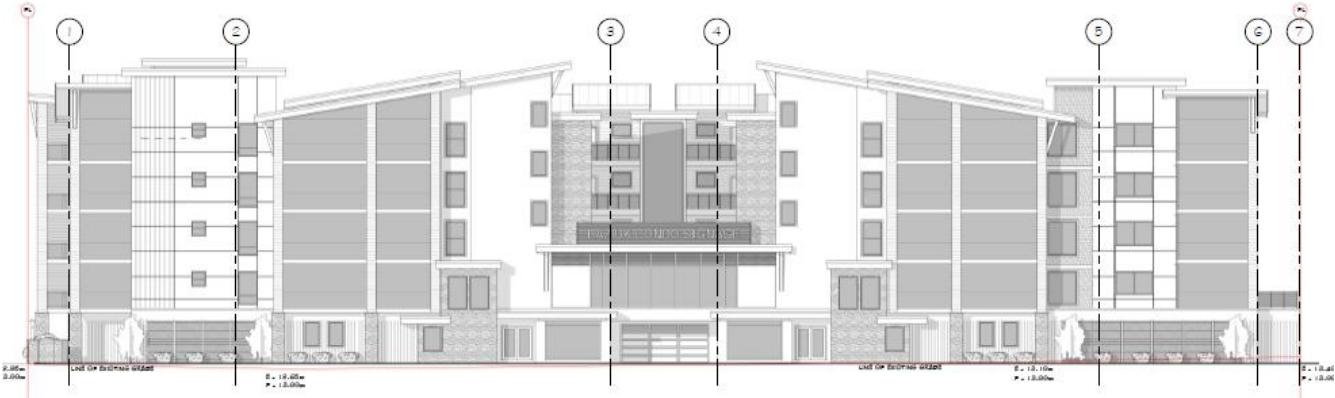


**North Elevation**



**East Elevation**

**Proposed Building Elevations Continued:**



**South Elevation**

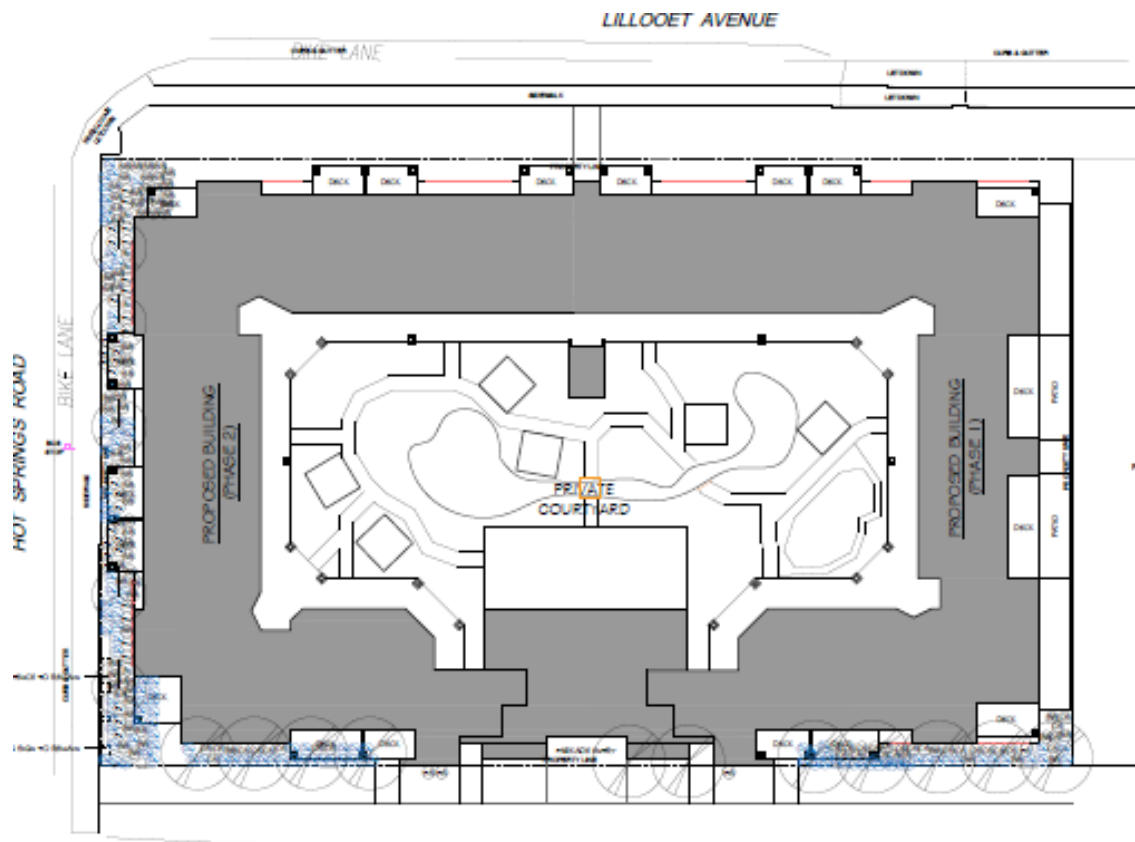
## Proposed Landscape Plan

The Landscape Plan provided by AMR Systems Ltd. shows landscaping along Cedar Avenue and Hot Springs Road. There is no surface parking on site provided for this development. All parking is located at grade behind a gate. The landscaping along the street face help to provide a visual buffer to the large blank wall created from the parkade along the south and west boundaries. The plantings help to reduce the tower effect of the building along the sidewalk. When buildings contain large massing without any major building setbacks and articulation provides and edge effect on the sidewalk to pedestrians. The proposed landscaping will need to be maintained to have a positive influence on the community and promote ownership and increases the quality of life.

The internal courtyard contains a pond, putting green, and sitting areas, all connected by a pathway. The internal courtyard is varying styles and colours of concrete. With so much concrete it creates a heat trap in the summer months within the courtyard. By adding in landscaping and grass to the internal courtyard it will help to promote a connection between the residences of the building. This will encourage ownership and use of this area.

The north face of the building has no landscaping proposed. Lillooet Avenue is a main road in Harrison used by pedestrians. Consideration to extending the planting along the northside to help mask the large blank surface. This will reduce any edge effect caused by the parkade over the public sidewalk.

## Landscape Plan External:







The site is triple fronting onto Cedar Avenue, Hot Springs Road, and Lillooet Avenue. The site contains a few overgrown shrubs but for the most part, the site is well maintained. The immediate area surrounding the subject property was very active. Steady cars along Hot Springs Road, people enjoying lunch on the patios and the sunshine at the beach. The area was full of people working on new construction to the west and people enjoying the outdoors for a walk or sitting on a park bench. The area was active with many eyes on the street.

The streets and parks had no signs of garbage or vandalism. Spring Park had three families playing and enjoying the afternoon at the park. There was a Municipal Staff member fixing the broken swing. The park is secluded from view of passing vehicles as the park is tucked behind residential lots, despite its secluded location the park is well kept and show no signs of unwanted loitering in the park.

**Photo A** – Spring Park

**Photo B** – Harrison Lagoon

**Photo C** – Looking East to Subject Property



**Photo A**



**Photo B**



**Photo C**

### **Night Site Visit:**

**March 16, 2023**

During the night visit, there was not a lot of traffic observed around the subject site. Very little vehicle traffic, with a few pedestrians out walking their small dogs. There were some users observed on the subject property and a handful of cars parked across the street at Old Settler Pub.

Overall there was not much activity negative or positive at the time of the night visit, many people were already home and settled in for the night.

## Potential Hot Spots & Hot Routes

A “Hot Spot” is a term used to describe an area / place that is experiencing high calls for Police Service for nuisance or criminal activity. During the day I was not able to identify any negative Hot Spots or Hot Routes.

## Crime Statistics

Local crime statistics were obtained from the Village of Harrison council meeting from March 7, 2022 presented by Sargent Mike for the period of 2021. There has been an increase to priority 1 calls by 72% and General Occurrences by 5%. Priority calls are considered to be for crimes in progress or medical emergency. The increase to priority 1 calls is in line with the aging population and the potential for increased medical emergencies. These stats also include incidences on the lake as well as up both east and west Harrison logging roads. The following table provides a summary of these reports:

Crime Category	% Increase compared to 2020
Crimes Against Persons	-9%
Property Crime	20%
Other Criminal Codes	2%
Controlled Drugs	-50%

## Key CPTED Principles

### 1. Natural Access Control

*Guidance of people to and from a property by placement of tangible and psychological barriers*

The physical means of guiding people to the entrance points of a building using landscape design, fencing, signage, architectural features, and lighting. The proposed building has strong natural access control to the front entrance of the residential lobbies. The lobbies on either side of the parking entrance, they have a prominent articulation with the roof lines and full curtain wall glazing allowing a visual connection to the public realm. The varying material and detail in the façades around the building help to direct users around the site.

The signage to identify the building is prominent to prevent any confusion about the building name. Consideration to having the address displayed to help in case of emergency and deliveries.

The proposed development has fobbed access preventing unwanted users from obtaining access to the development ensuring the natural access control within the development.

The proposed landscaping along the street and the building is comprised of shrubbery, trees, and grass. If a utility box is required, it is recommended that it be located underground or wrapped to prevent vandalism and to portray ownership of the frontage right up to the curb. Consider providing stamped or textured pavers from the front entrance to the sidewalk will provide additional Natural Access Control to the front entrance. Along the perimeter of the building the landscape plans show proposed green wall plantings along the south and west sides. Consideration to extending the planting along the northside to help mask the large blank surface. This will reduce any edge effect from the parkade with well-maintained vegetation.

## 2. Natural Surveillance

### *Property design to promote visibility by those within the property and those passing by*

Natural Surveillance is the intention of creating a visual and physical relationship between the building and the sidewalk/street area in order to create a sense of “eyes on the street.” The proposed building overlooks the three (3) fronting streets, which will encourage natural surveillance. To the north of the Subject Site is Hot Springs Public Pool, to the south is Old Settlers Pub and Liquor Store, to the east is Hot Springs RV and Campground Park, and to the west is the Huskey Gas Station. Common CPTED practice says the first three (3) floors are more likely to respond to incidences of disorder and crime.

The proposed residential building contains seventy-six (76) apartment units that will overlook all directions as well as the internal garden space. The development contains a variety of residential units, which will provide natural surveillance.

The use of windows, bevels, building articulations, and glazing creates a visually appealing building, drawing the eye from the street. This encourages people to take notice of the building when they walk or drive by, promoting natural surveillance of the building. The proposed building has incorporated variations in texture and colour to deter vandalism on the street-facing elevations. This will help mitigate nuisance behaviour and create a more visually active development on all levels. It is important to maintain the building as it is a large mass when compared to the streetscape. It has the potential to create an edge effect at the street level. With proper maintenance of the landscaping and grounds, the large blank walls created by the parkade can be reduced.

Within the development, all levels of the building have sightlines to the central courtyard and to the internal circulation. To improve residence use of the internal courtyard, shrubs, trees and grass should be considered. This will reduce the heat dome effect created by the absorption of heat from all the concrete, as well as provide a more inviting area for residents to utilize. Providing a green space for the residence would naturally increase the natural surveillance over the entire building. This provides many “eyes” within the development to quickly identify anyone out of context. All doors which enter the public space areas of the building (i.e., stairwells, garbage enclosures, storage rooms, and vestibules), should have a window in the door or “side lites” beside it. This allows users to see into the space before entering.

### 3. Territoriality

*Promote ownership of property by increasing the “defensible space”*

Is the sense of ownership and defensible space beyond the front door. The proposed buildings have been brought all the way out to the edge of the public sidewalk with connecting pathways, and the use of varying colours and textures has been incorporated to create a product that is visually pleasing. This will reduce nuisance loitering and vandalism as the development portrays a sense of vigilant ownership over the area. The landscaping along Cedar Avenue, and Hot Springs Road provides an inviting and welcoming street front to visitors and occupants of the building. This will have a positive influence on the community as having a well-maintained development promotes ownership up to and beyond the property.

### 4. Maintenance & Management

*Project a sense of ownership by maintaining the subject property to a certain standard*

Is proven to play a vital role in deterring undesirable behaviour by ensuring that the development is well-kept and visually pleasing. It is also essential to repair any damage or vandalism to the building or property in a timely manner. If this is not completed, it can create a sense of disorder and decay which encourages unwelcome activity. Apartment buildings use strata fees to maintain the property. Property management companies ensure the development will be maintained and cared for.

## Considerations for the Proposed Development

After a thorough review of the proposed development at – 259 Hot Springs Road, the following items are provided for consideration:

1. To create “natural surveillance” and to ensure that sightlines are maintained, any large vegetation, such as trees, should be regularly trimmed in order to ensure sightlines of 6ft under the canopy;
2. Proposed landscaping should include ground-cover shrubs around the building which do not grow taller than the underside of any windowsill, and which are located at least 2ft from all entrances;
3. Consider glazing the wall separating the lobby and vestibule will allow sightlines from outside to the elevator, removing any potential entrapment areas;
4. Consider having the address displayed to help in case of emergencies and deliveries.
5. The parkade should be fobbed to obtain access through the overhead door, this will prevent any overnight camping and or theft in the parkade;
6. Consideration to providing green space within the internal courtyard, by including, shrubs, trees and grass will increase the Natural surveillance and Territoriality of this area;
7. Consideration to providing planting along the northern side of the building. This is a large blank wall fairly close to the public sidewalk. By not having any plantings it creates a large edge effect and provides a large blank canvas for potential graffiti;
8. Consider separating, and clearly labeling the visitor parking from the main parking, this can help increase the security of the parkade and also direct the visitors throughout the space.
9. Consider having side lite in all stairwells, storage, and amenity areas, which will increase surveillance;
10. Visible hydro / electrical boxes to be vinyl wrapped to deter graffiti or be screened from public view should any be needed for the proposed development; and
11. CCTV is not required for this development. It is up to the developer how they wish to proceed with a CCTV system. If proposing a CCTV system, a discussion with a supplier to determine the location and quality of the image should be taken into consideration. A CCTV monitoring system of at least 100 pixels per square foot should be considered for placement around the exterior and common areas of the building, particularly in the covered parking area to prevent break-ins and undesirable behaviour.

## Lighting Strategies

Lighting should be directed to the Horizontal (H) plane while providing appropriate Vertical (V) illumination, controlled to ensure that there are no shadowed areas. An even wash of light is more important than the brightness of lighting. Luminaires should be mounted on the building face or on poles. The same white light source should be considered for all exterior lighting. Full cut-off luminaires with high Colour Rendering Index (CRI) of 80 or higher is required for illumination. It is recommended that the developer follow the IESNA (Illuminating Engineering Society) or Dark Skies lighting guidelines.

The following areas require illumination:

Visitor parking

Mailboxes

Pedestrian routes from visitor parking

Main entrance doors of each unit

Exterior side of garage doors

Any internal walkways and main pedestrian routes

Lighting for pedestrian routes should be installed between 3.0 - 6.0 metres in height and be illuminated with an even wash of light. Consider a light level of 10.0 Lux Horizontal and 5.0 - 6.2 Lux Vertical with an average to minimum ratio of 4:1.

Visitor parking areas should have a 10.0 - 12.0 Lux Horizontal and 5.0 - 6.5 Lux Vertical with an average to minimum ratio of 4:1.

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## Closing

It is in the opinion of AMR that the proposed apartment building at 259 Hot Springs Road, Harrison will be a positive activity generator for the area and is compatible with the surrounding developments.

Thank you for your time and consideration. If there are any questions, please do not hesitate to contact the undersigned.

Regards,

*Cassidy Silbernagel*

Cassidy Silbernagel,  
CPTED LEVEL II Consultant  
AMR Systems Ltd.

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From: Julie Chamberlain  
Sent: Sunday, July 14, 2024 9:46 AM  
To: [info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca)  
Subject: PUBLIC HEARING COMMENTS 259 Hot Springs Road

Caution! This message was sent from outside your organization.

To Whom it may concern,

In regards to 259 Hot Springs Road change to the zoning bylaw, not only for height but for density and floor area ratio I am totally opposed to that high of density on a major corner of Harrison Hot Springs. There were also endless concerns on the planning committees part when this was brought in front of the planning committee which have not been addressed. The fact that the applicant has ignored the concerns of the planning committee and gone forward with no change is concerning in itself. It appears to be all about money and no concern for how the development will make HHS look and function which is apparent currently by the run down look of the property.

Sincerely,

Julie Chamberlain

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From: JOHN ALLEN  
Sent: Monday, July 15, 2024 8:41 AM  
To: [info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca)  
Subject: Memo to Acting Mayor and council ( please forward immediately)

Caution! This message was sent from outside your organization.

To Acting-Mayor/ Acting-CEO Facio & councillors From Councillor John Allen re Glencoe Public Hearing on Tuesday July 16th Monday July 15th

Good morning , Acting Mayor Facio & councillors, I believe that the information provided to council and the public for the above public hearing is a gross misrepresentation of the proposed project on the Glencoe site. I don't recall having been provided with the comment from the Ministry of Transportation and Infrastructure dated Jan 8th 2024. That memo confirms that any building facing a provincial highway must be set back at least 4.5 metres from the property line. In this case, that means that there must be such a setback along Hot Springs Road and Lillooet Ave, both of which frontages are on Hwy #9.

The plans presented by the developer and our planner show a zero setback, ignoring the provincial regulations. There are also corner sightline triangles of 6m required by the province and our own bylaws.

So the plans presented are of an illegal building.

In this case, I believe that any decisions made by council to date are based on this misrepresentation and should be scrapped.

The project needs to go back to the applicant and a proper set of drawings prepared. The new drawings need to be based on the proper " building envelope" and footprint which would exclude the 4.5m setback and corner sightline areas.

Tomorrow's public hearing should be cancelled as it is a gross misrepresentation of what can legally be built on that site.

I would also highly recommend an investigation of this file by a professional planner to determine how it got so far along in the process while being so far out of line with the applicable regulations.

Yours, Councillor John Allen

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**From:** Evan Wilcox  
**Sent:** Tuesday, July 16, 2024 8:07 AM  
**To:** Vivian Li <[info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca)>  
**Subject:** PUBLIC HEARING COMMENTS

I am opposed to the bylaw amendment for the property on 259 Hot Springs road.

I feel that increasing the allowed height to from 15 to 17.6m makes the building too tall and will cause the main village to be shaded more than it should be. This will specifically affect the area around the Husky, Harrison Hamburgers and the community pool. It will also rob lot 272 and the east portion of Cedar avenue of sunlight during the evenings.

Harrison is a summer tourist destination and people visit here because they enjoy the sunny village atmosphere, the trees and wildlife. They are looking to escape the city atmosphere and not be surrounded by large towers.

I also feel that increasing the lot coverage from 75% to 89% further increases the shade issue as the building will be that much closer to the roads edge taking away green space and creating shaded sidewalks.

This lot is also home to many large and established hedges and trees which are home for many birds and critters and they should not be removed.

My hope for Harrison is to develop this lot in a way that benefits the entire village and not just the developer.

The setbacks and height restrictions were set for good reason and exceptions should not be made as I see no good reason for it at this time.

Thank you for your consideration on this matter.

Evan Wilcox

To the Council Members, associated governing bodies and residents of Harrison Hot Springs:

I am not native to BC, but rather moved here 7 years ago with my family. We were lucky enough to find a house available to us here in the village of Harrison Hot Springs, and moving here was the best decision of our lives. There are many reasons for which this was a good decision: we came from a suburban city, a place that was both over-populated and over-polluted; a place where it was always loud, and privacy was an afterthought, where the decisions of the governing bodies overruled the decisions of the people and negatively affected those living in the communities. Suburban areas like those, however, are not unique. Most cities that I have visited are much the same, varying only by the degree to which they exhibit these negative aspects of community life.

Harrison is a special place. It is secluded, it's community is kind and supportive of one another, and beyond all we look out for each other. The minute details of Harrison Hot Springs should not be overlooked, as they are what brought us to this village in the first place. I have been a contributing member to the Harrison economy, working at many restaurants around this village for 6 out of the 7 years that my family has lived here, and to be frank I have seen this village's reputation for being the quaint yet welcoming lake-front town, who's doors are always open to visitors should they respect the land and the people inhabiting it, plummet into something far lesser. I have sat reluctantly idle while watching this Village, which I love dearly, turn into something generic, something unremarkable. There is an aesthetic about a place like Harrison that draws both inhabitants and tourists in, time and time again, but this aesthetic is being swiftly eroded by developments and variances, such as this one. Cities are where bland, tall boxes belong, not quaint villages. We have seen, already, majorly taxing and expensive condo developments bludgeon their way into our village at the rash decision-making hands of this Village's council; condos that, might I add, are not selling well. Not only is this akin to wasting the valuable space that this village offers, but it is akin to wasting resources at a disgusting scale.

Many of these council members will advocate for more climate-friendly initiatives, but I ask the people of Harrison Hot Springs: what is climate-friendly about this development? Between the incredibly obnoxious and long-lasting noise of the development, to misplacing the kind residents of the trailer park, all for developments that, much like the other new condo developments that have been implemented especially in the past 3 years, will likely sell very poorly, I ask the residents of Harrison why any of them would be in favour of this variance? Not only will massive buildings like these obstruct the view of the lake for many residents, but the demographic that these kinds of developments will attract simply does not match the rest of this village's inhabitants. This is a quiet retirement village first, and a tourist town second. Where, in either of those two demographics, do pseudo high-rise, generic condo developments fit in? The answer is that they do not, so I ask the council and the people of Harrison to use some common sense and oppose this variance and developments like these as a whole, before we turn this village into something less than what it is.

Residents of Harrison: learn to respect the land we live on, or in time we will all find that we no longer want to live here.

-Walter Galvao

**PUBLIC HEARING COMMENTS re ZONING AMENDMENTS BYLAW NO. 1115, 2017**

**SUBMITTED BY Allan Garneau, Appointee To The Advisory Planning Commission**

**DATE: July 16, 2024**

In view of the inability of the normal route for reporting to Council from the APC, I am taking personal responsibility to submit the information that would have been received by Council. First, that the request for a nearly 20% increase in the Lot Coverage (75% to 89.39%) be denied. In addition, however, members of the APC felt that additional factors be considered, and a motion, which should be considered a 'report' to Council be sent. A summary of those considerations includes: concerns about traffic flow around the whole site; the need for a safety report by the MOT; concerns about the possibility of units being used for short term rentals; building is not appropriate for the downtown core; and the lack of any commercial space. The above list may not be phrased in the same way as they will appear in the minutes but reflects what happened by a review of the video of the meeting. Note that the motion to send this report seemed to be unanimous.

The following comments are my personal opinions, as stated during the meeting or since. I described the building as a 'fortress' and was unsuitable for our main downtown intersection. It was being presented as a private enclave in the heart of our village with no amenities for the public – in fact closed to anyone not among the owners of the units. The proposal was presented with setbacks that would apply to a commercial site, but it is clearly meant to be wholly residential. The report of the MOT clearly requires substantial changes to the setbacks on Hwy 9 (Hot Springs Road and Lillooet Avenue (minimum 4.5 m).

The decision to approve any development of this nature is a forever decision. It should be considered how it may fulfil future needs as well as current ones. While there may not be a pressing need for commercial space at this time, who is to say there won't be in the future? Finally, there should always be a consideration of whether this development is meeting the 'character of the neighbourhood and village'. That is subjective, of course, but it needs to be addressed, and I would say it does not do so.

It is puzzling to me how a proposal could reach this stage when there was no apparent contractor/developer to do the work, and also apparently no financing arrangements made. In my personal opinion, we need the possible residential units a project like this brings to the Village, but not one that is simply a private enclave in the heart of downtown.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Allan Garneau". The signature is fluid and cursive, with a large initial "A" and "G".