

# PUBLIC INFORMATION PACKAGE



**TEMPORARY USE PERMIT  
TUP 01/24  
490 AND 498 ESPLANADE AVENUE  
PUBLIC HEARING**

MONDAY, AUGUST 12, 2024

7:00 P.M.

## TABLE OF CONTENTS

1. Development Procedure Bylaw No. 1090
2. Report of Planning Consultant dated July 8, 2024
3. Draft Regular Council Meeting Minutes dated July 8, 2024
4. Draft Temporary Use Permit 01/24
5. Notice of Temporary Use Permit Application Mail-Out August 6, 2024
6. Public Hearing - Written Submissions



# 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**

---

**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.



AB#1160

- 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

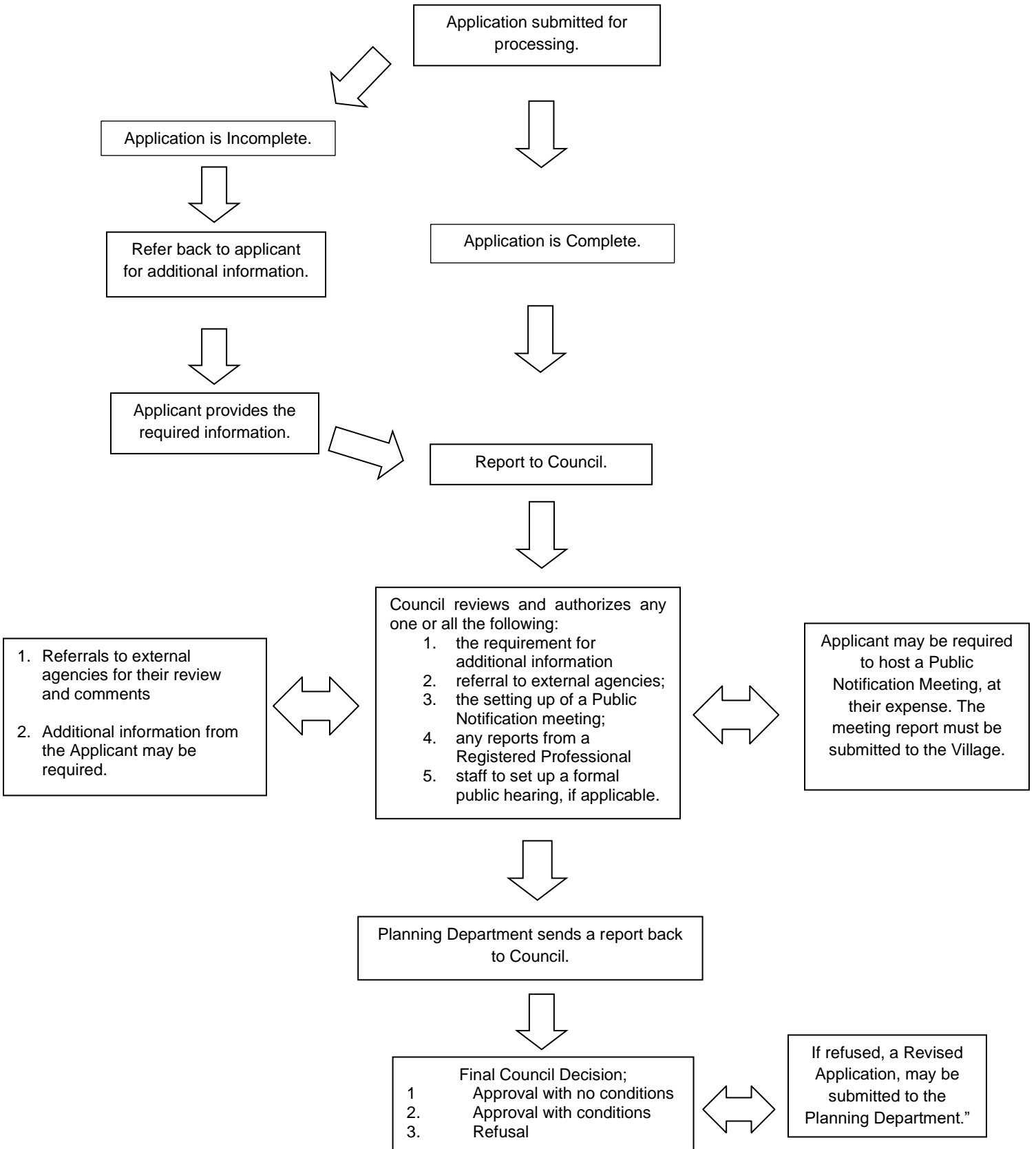
AMENDMENT BYLAW 1160 ADOPTED ON THE 21<sup>st</sup> OF JUNE, 2021

“Leo Facio”  
\_\_\_\_\_  
Mayor

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

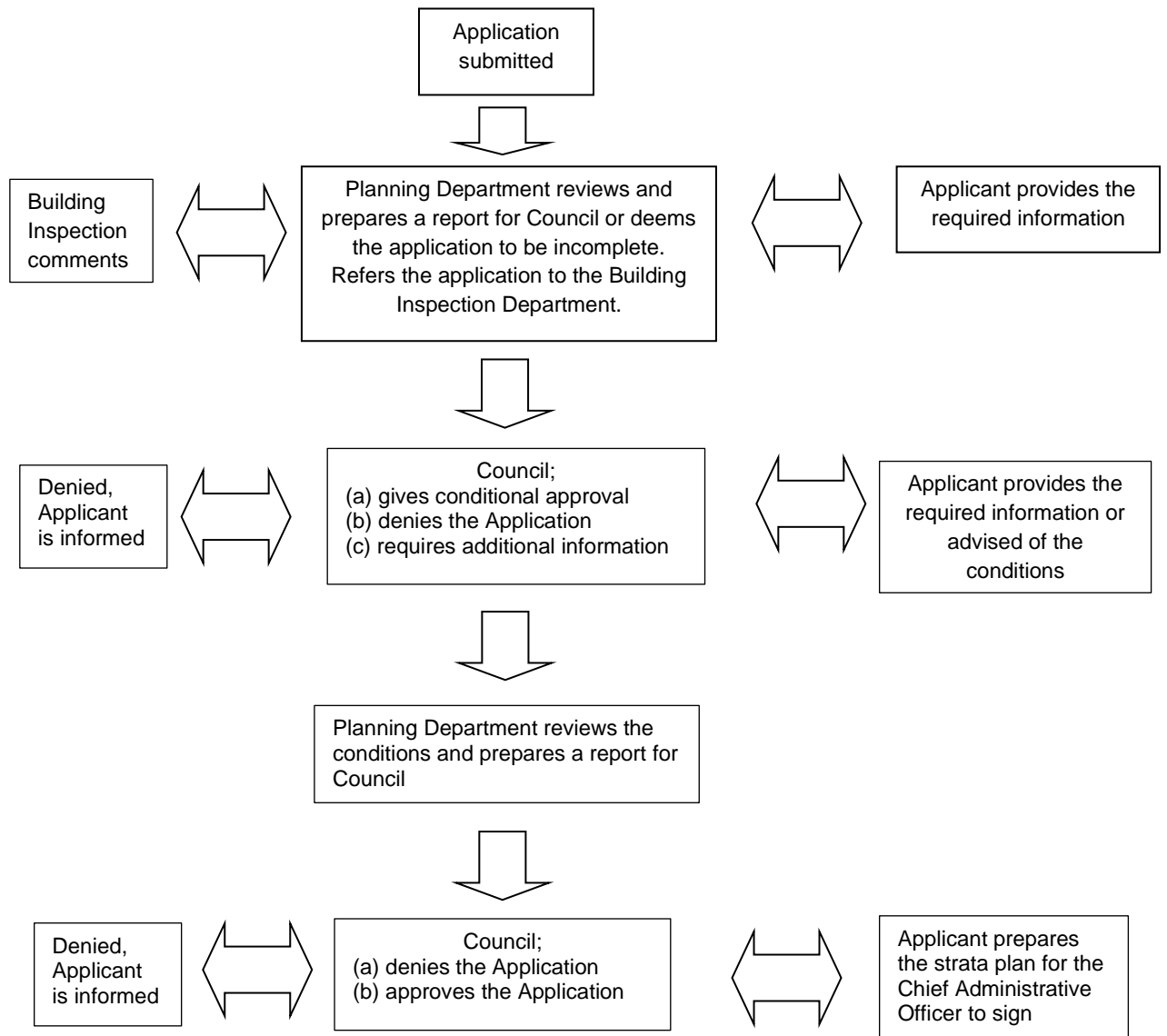


**“SCHEDULE “A”  
PART 14 APPLICATION PROCESSING FLOWCHART (AB#1160)**



**SCHEDULE "B"**

**BUILDING CONVERSION STRATA APPLICATION PROCESSING FLOWCHART**



File No: 3380-20-TUP01/24  
Date: July 8, 2024

To: Mayor and Council  
From: Ken Cossey, Planning Consultant  
Subject: 490 and 498 Esplanade Ave – Temporary Use Permit

---

## RECOMMENDATIONS

THAT Council consider issuing the attached Temporary Use Permit, by resolution at the August 12, 2024 Regular Council Meeting; and

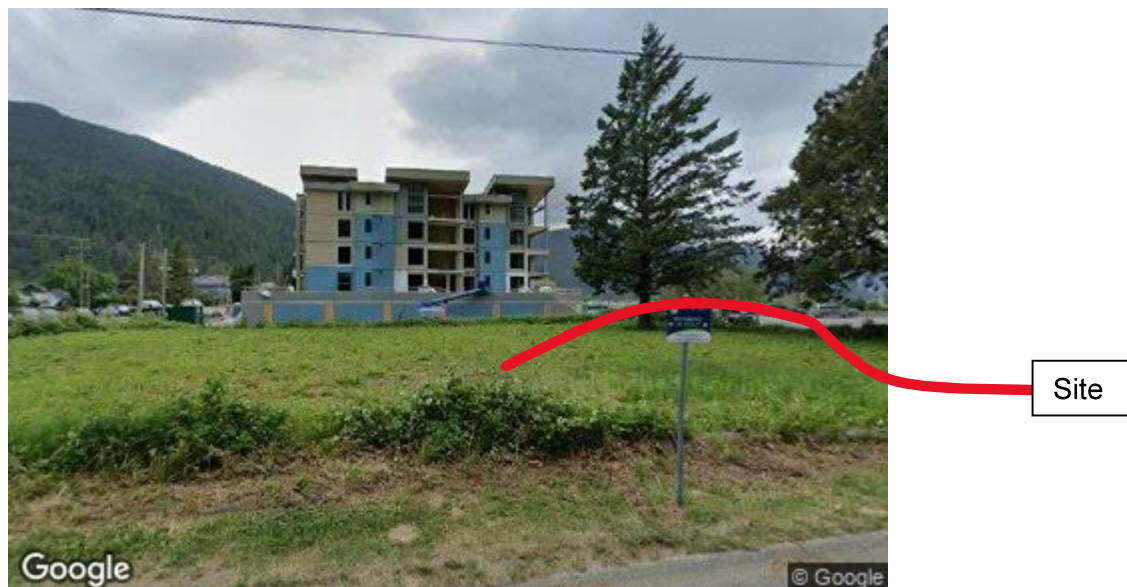
THAT staff be authorized to set up the required public notice, as per the requirements of the *Local Government Act*, and

## SUMMARY

The applicant wishes to set up a 64-stall parking lot on two adjacent vacant parcels of land, located at 490 and 498 Esplanade Avenue.

## BACKGROUND

As outlined below, the two sites are currently vacant and are adjacent to a new residential dwelling that has recently been constructed.



The site is designated as Waterfront Commercial in the Village's OCP and C-1 Village Commercial in the Village's Zoning Bylaw.



Each site is approximately 1011.68 M<sup>2</sup> (10890 ft<sup>2</sup>, 0.249 Ac, 0.101 Ha) in size and both parcels are vacant.

The parking lot sizes will meet the requirements of the Village's Zoning Bylaw, in that the standard stalls will be 2.75 M wide and 5.8 M in depth. Based upon the number of stalls being provided, the required number of accessible parking stalls is 6 and the applicant is providing 8. Each of these stalls will be 2.8 M wide and 5.8 M in depth. The surface will be gravel and the lot will be delineated out by surface-mounted plastic curbs and individual concrete barriers at the end of each stall. Outlined below are samples of a concrete barrier and plastic curbs.

Sample only of a Concrete Barrier at the end of the stall



Sample only of a delineating barrier



## DISCUSSION

Within the *Local Government Act*, Council may issue a Temporary Use Permit (TUP), subject to certain requirements, such as designating a TUP area in either an OCP or Zoning Bylaw. In this case it is designated in the Village's Zoning Bylaw, specifically s 5.2. Within this section Council may consider issuing a TUP if the following criteria have been reviewed.

### "5.2.1 Temporary Use Permit Requirements

a) Council may consider issuing a permit for temporary commercial uses where the following criteria has been reviewed:

- i) the temporary use must operate at an intensity of use suitable to the surrounding area;
- ii) the temporary use is not for any Tourist Accommodation use in a Residential Zone;
- iii) there is adequate space on the Lot for the required off street parking requirements;
- iv) the temporary use must be compatible with regard to use, design and operation with the surrounding uses;
- v) the temporary use does not negatively affect the surrounding uses or properties in terms of noise, lighting, parking, traffic or any health and safety impacts; and
- vi) the public has had an opportunity to comment on the proposed temporary use as outlined in the *Local Government Act*, as amended from time to time."

Source: Village of Harrison Hot Springs Zoning Bylaw 1115, 2017

With respect to the community having the opportunity to comment on the proposed issuance of the TUP, it is governed by s 494 of the *Local Government Act*. After the public notice is posted, any comments submitted will be shared with Council.

Staff are of the opinion that the issuance of this permit for the initial three-year period meets the above referenced criteria.

## FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

## POLICY CONSIDERATIONS

The Village's *Zoning Bylaw, 1115, 2017*

The Village's *Official Community Plan Bylaw, 1184, 2022*

The *Local Government Act*

Respectfully submitted:



Ken Cossey, MCIP, RPP  
Planning Consultant

Reviewed by:



Tyson Koch  
Chief Administrative Officer



Village of Harrison Hot Springs

**TEMPORARY USE PERMIT NO. 01-24**

ISSUED this \_\_\_\_ day of \_\_\_\_\_, 202\_

FILE No: 3380-20-TUP01/24  
FOLIO Numbers: 1645-52616  
1645-52626

TO: SLD (TITXWEMQSEL) Land Holdings Inc.,  
Inc. No BC 1060780 (the "Permittee")  
ADDRESS: 4690 Salish Way  
Agassiz, BC  
V0M 1A1

1. The Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, as amended from time to time, has designated temporary use permits Lots, as per the requirements of the *Local Government Act*, as amended from time to time.
2. This Temporary Use Permit is issued subject to compliance with all of the bylaws of the Village of Harrison Hot Springs applicable thereto. This Temporary Use Permit can only be used to change the permitted use requirements of the *Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017*, as amended from time to time.
3. This Temporary Use Permit applies to and only to the parcels of land within the Village of Harrison Hot Springs located at 490 and 498 Esplanade Avenue and legally described below:

Parcel Identifiers: (a) 011-535-423 (b) 006-647-154

Legally Described as: (a) Lot 9 Blk 4, Fractional Sec 13 Twp 4, Rge 29  
W6M New Westminster District Plan 251

(b) Lot 10 Blk 4, Sec 13 Twp 4, Rge 29  
W6M New Westminster District Plan 251

and any and all buildings, structures, and other development thereon. (the "Lands")

4. **This Temporary Use Permit is issued only to allow:**
  - (a) for the creation of a 64-stall paid vehicle parking lot.
5. The development must be conducted according to the following time schedule, if applicable:
6. As a condition of the issuance of this Temporary Use Permit, the Council holds security set out below to ensure that any restoration, demolishing or removal of any Building or Structure is conducted in accordance with the terms and conditions of this Temporary Use

Permit. Should any interest be earned upon the security, it must accrue to the Permittee and be paid to the Permittee, if the security is returned. The condition of the posting of the security is that should the Permittee fails to perform the required work hereby authorized according to the terms and conditions of the Temporary Use Permit within the time provided, the Village may use the security to carry out the work by its servants, agents or contractors, and any surplus must be paid over to the Permittee; or should the Permittee carry out the work Permitted by this Temporary Use Permit within the set time set out below, the security must be returned to the Permittee.

- (a) an Irrevocable Letter of Credit in the amount of: NA
- (b) none required

7. **THE FOLLOWING CONDITIONS APPLY TO THE DEVELOPMENT OF THE LANDS OR APPLY TO THE USE OF THE LANDS:**

- i) This permit is issued for an initial period of: Three (3) years
  - ii) Any surface water discharge must be retained on site, by a system approved by the Village.
8. The Permittee agrees that the Lands must be developed and used strictly in accordance with this Temporary Use Permit, including any attached plans, maps, and specifications.
9. The following plans, maps or specifications are attached to and form a part of this Temporary Use Permit:
- i) The attached plan entitled 490 & 498 Esplanade Avenue Proposed Parking Lot Plan, dated June 1, 2024

**This Temporary Use Permit is NOT a Building Permit, a subdivision approval, a soil deposit or removal permit or a tree cutting permit.**

10. This Temporary Use Permit lapses on the \_\_\_\_\_ day of \_\_\_\_\_, 2026 unless an extension has been approved by Council, prior to the expiration date of this Temporary Use Permit.

**RESOLUTION PASSED BY COUNCIL, THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_**

**I HEREBY CERTIFY that I have read the terms and conditions of the Temporary Use Permit contained herein. I understand and agree that the Village of Harrison Hot Springs has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with either the owner of the parcel of land or me other than those contained in this Temporary Use Permit.**

\_\_\_\_\_  
SLD (TITXWEMQSEL) Land Holdings Inc  
(signature)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Corporate Officer

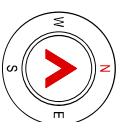
DRAFT



# ESPLANADE AVENUE

## 490 & 498 ESPLANADE AVE

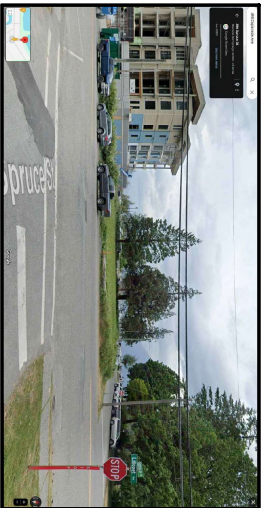
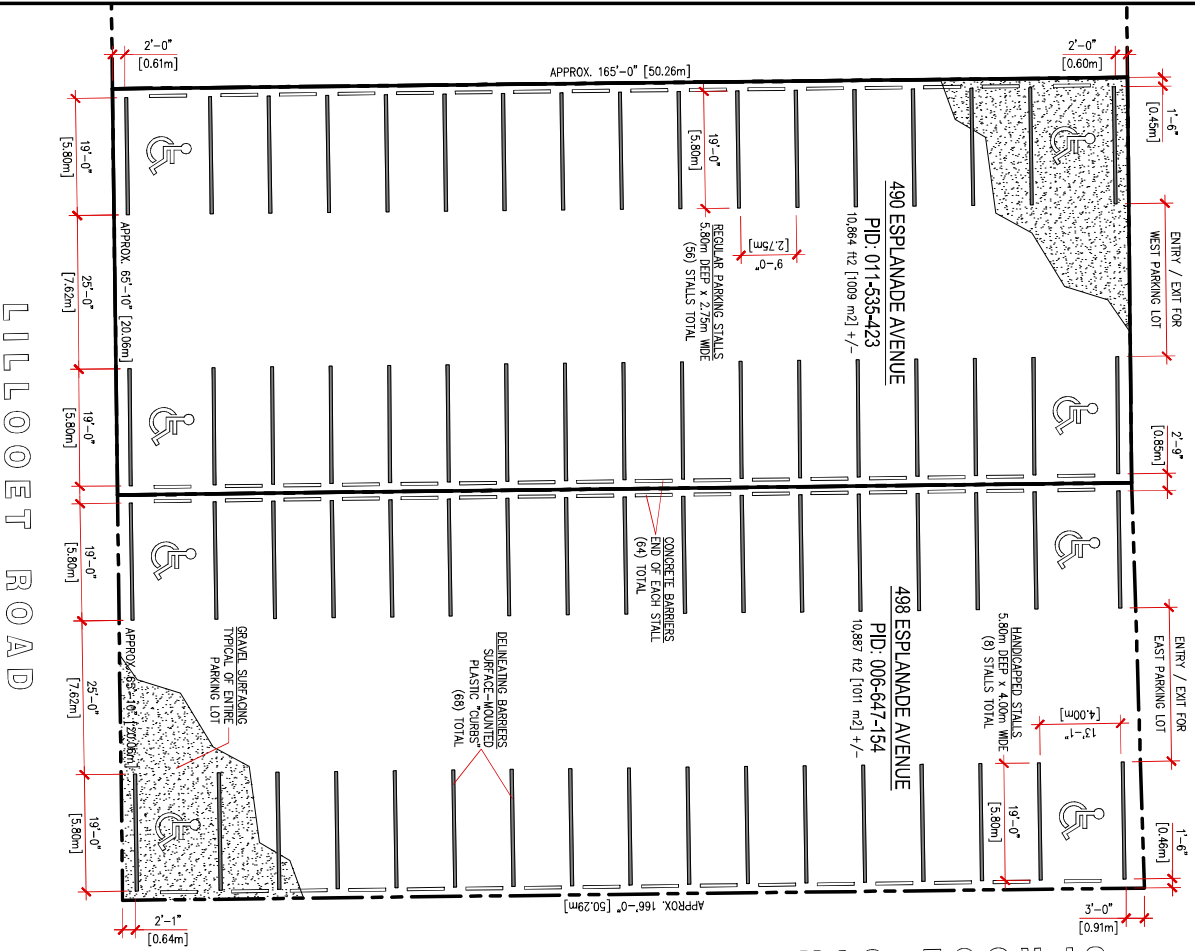
PROPOSED PARKING LOT PLAN: JUNE 01, 2024



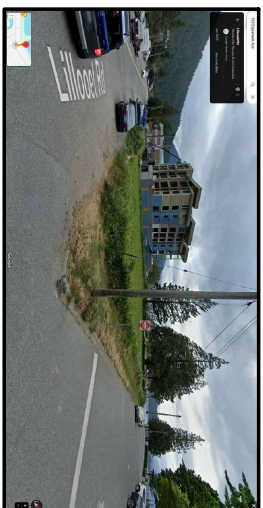
S  
P  
P  
U  
C  
S  
T  
P  
M  
T



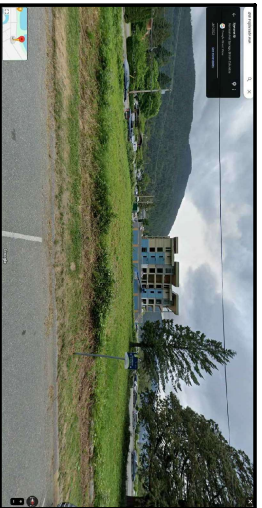
KEY PLAN



VIEW OF SOUTH PROPERTY LINE FROM LILICOET ROAD



VIEW OF SOUTH-EAST CORNER FROM LILICOET RD & SPRUCE ST



VIEW OF EAST PROPERTY LINE FROM SPRUCE STREET



VIEW OF NORTH PROPERTY LINE FROM ESPLANADE AVENUE

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

**DATE:** Monday, July 8, 2024  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers, Village Office  
495 Hot Springs Road, 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 (by Zoom and telephone)

**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**

- Attachments for Bylaws item 13(b) Rezoning Application – 421 Emerald Avenue, draft Bylaw No. 1204, 2024 and Site Plan

**Moved by Councillor Allen**

THAT “Council Meeting Locations” be added to the agenda as New Business item 14(b).

**MOTION FAILED  
LACK OF SECONDER**

**3. APPROVAL OF AGENDA**

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

THAT the agenda be approved as amended with the attachments for item 13(b) Rezoning Application – 421 Emerald Avenue added.

**CARRIED  
UNANIMOUSLY**  
*RC-2024-07-01*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

**4. ADOPTION OF COUNCIL MINUTES**

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

THAT the Regular Council Meeting Minutes of June 17, 2024 be adopted.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-02

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

THAT the Special Council Meeting Minutes of June 25, 2024 be adopted.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-03

**5. BUSINESS ARISING FROM THE MINUTES**

None.

**6. CONSENT AGENDA**

- iii (a) Environmental Committee Meeting Minutes of May 8, 2024
- (b) Age-Friendly Committee Meeting Minutes of May 16, 2024
- iv. (a) Letter dated June 14, 2024 from Ministry of Housing  
Re: Small-Scale Multi-Unit Housing (SSMUH)
- (b) Letter dated June 21, 2024 from Tourism Harrison River Valley  
Re: Visitor Centre and Sasquatch Museum Grand Opening

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

THAT the consent agenda be received.

**Amendment moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT Consent Agenda item 6(iv)(b), letter dated June 21 from Tourism Harrison River Valley re: Visitor Centre and Sasquatch Museum Grand Opening be moved to Correspondence item 8(c).

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-04

Council voted on the main motion.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-05

**7. DELEGATIONS/PETITIONS**

None.

**8. CORRESPONDENCE**

- (a) Letter dated July 2, 2024 from the Allan Garneau  
Re: Advisory Planning Commission
- (b) Letter dated July 2, 2024 from Various Businesses in the Village  
Re: Overflow Parking Sign
- (c) Letter dated June 21, 2024 from Tourism Harrison River Valley  
Re: Visitor Centre and Sasquatch Museum Grand Opening

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

THAT the letter dated July 2, 2024 from Allan Garneau, the letter dated July 2, 2024 from Various Local Businesses in the Village and the Letter dated June 21 from Tourism Harrison River Valley be received.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-06

**9. BUSINESS ARISING FROM CORRESPONDENCE**

**Moved by Councillor Vidal**

THAT staff work with the current Advisory Planning Commission and put out a posting for new members; and

THAT staff work with the Advisory Planning Commission to develop terms of reference to provide proper operating and reporting rules and procedures.

The Corporate Officer reported that an additional call for members was put out recently and there are currently four (4) applicants for the Advisory Planning Commission. Councillor Vidal amended her motion with final wording being as follows:

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

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

THAT staff work with the Advisory Planning Commission to develop terms of reference to provide proper operating and reporting rules and procedures.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-07

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

THAT the sign at the overflow lot be updated to read free parking.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-08

At 7:20 pm the Corporate Officer advised Council that the video stream on the Zoom broadcast was not functioning and requested a short recess to reset the camera. Deputy Mayor Facio agreed to recess the meeting.

**RECESS AT 7:21 PM**

**MEETING RECONVENED AT 7:25 PM**

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

(a) Report of Environmental Committee dated July 8, 2024

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

THAT the Environmental Advisory Committee be allowed to review the arborist report regarding the four oak trees on Lillooet Avenue West prior to Council making a decision on the trees' outcome.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-09

**Councillor Jackson**

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – No Report
- Attended the Canada Day Celebration on July 1, 2024

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024*

**Councillor Vidal**

- Attended the opening of the Tourism River Valley Info Centre and Sasquatch Museum on June 21, 2024
- Attended the Annual Sasquatch Days Event on June 22 and 23, 2024
- Community Futures North Fraser Board of Directors
  - Attended a meeting on June 25, 2024
- Corrections Canada Citizen's Advisory Committee – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Canada Day Celebration on July 1, 2024

**Councillor Allen**

- Harrison Agassiz Chamber of Commerce – No Report
- Agassiz-Harrison Healthy Communities – No Report
- Attended the Environmental Advisory Committee on June 26, 2024
- Reported on a new restaurant in the Village

**11. MAYOR'S REPORT**

**Deputy Mayor Facio**

- Reported on the small fire on the west side of the Village at the end of June and advised that a private citizen will be commended at the August Regular Council Meeting

**Moved by Councillor Vidal**

**Seconded by Councillor Jackson**

THAT Staff send letters of appreciation regarding the fire on the west side of Harrison to the Harrison Hot Springs Fire Department, Agassiz Fire Department, Seabird Fire Department and BC Wildfire Service.

**CARRIED  
UNANIMOUSLY**  
*RC-2024-07-10*

- Contacted a Vancouver based chain who will be conducting a feasibility study on putting a grocery store in the Village
- Reported that the Central Community Church will be opened up as a cooling center on July 8 and 9, 2024
- Attended the Sasquatch Days Event on June 22 and 23, 2024
- Attended the Canada Day Celebration on July 1, 2024
- Reported on FireSmart home assessments being done by the Village's FireSmart Coordinator
- Reported on recent comments on social media about Freedom of Information requests and the process by which they are handled

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

**12. REPORTS FROM STAFF**

- (a) Report of Chief Administrative Officer dated July 8, 2024  
Re: Early Detection Wildfire System Update

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

THAT Council direct staff to engage Rogers Communications to use their authorized contractor to install the SenseNet package including 100 sensors, 5 Gateways and 3 cameras at a cost of up to \$20,000.00 to be funded by reserves.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-11

- (b) Report of Corporate Officer dated July 8, 2024  
Re: 2024 By-Election Appointments

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

THAT pursuant to Section 58(1) of the Local Government Act, Kelly Ridley be appointed Chief Election Officer for the 2024 by-election to be held in September 2024; and

THAT Amanda Graham be appointed Deputy Chief Election Officer for the 2024 by-election; and

THAT Tyson Koch be appointed Deputy Chief Election Officer for the 2024 by-election; and

THAT Council authorize an expenditure of up to \$40,000 for the 2024 by-election to be funded by taxation.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-12

- (c) Report of Corporate Officer dated July 8, 2024  
Re: 430 Esplanade Avenue – Nuisance Property

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

THAT Council declare the principal building and cedar trees bordering the property at 430 Esplanade Avenue, Harrison Hot Springs, British Columbia a nuisance and hazardous to public safety and impose remedial action pursuant to sections 72, 73 and 74 of the Community Charter; and

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

THAT Council hereby order the property owner to remove the cedar trees on the property, demolish the building and remove all debris and materials within 30 days of the date on which notice is sent to the property owner pursuant to section 72(2)(b)(i) of the Community Charter; and

THAT should the property owners not comply with the remedial action within the specified timeframe, staff be authorized to fulfill the requirements of the remedial action and recover costs from the property owner pursuant to section 17 of the Community Charter.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-13

- (d) Report of Community Services Manager dated July 8, 2024  
Re: Starlight Skating Rink 2024-2025

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

THAT the Community Services Manager's report dated July 8, 2024 regarding the Starlight Skating Rink 2024-2025 be received for information.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-14

- (e) Report of Community Services Manager dated July 8, 2024  
Re: Fuel Management Updates

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

THAT the Community Services Manager's report dated July 8, 2024 regarding Fuel Management Updates be received for information.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-15



Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

- (f) Report of Community Services Manager dated July 8, 2024  
Re: Grants to Groups

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

THAT the following community groups be provided with funding under the Grants to Groups program:

Agassiz Baseball Association	\$875.00
Agassiz-Harrison Community Services	\$1,500.00
Fraser Valley Paddling Club	\$1,250.00
Harrison Community Garden	\$1,250.00
Harrison Hot Springs Block Watch Group	\$500.00
Kent Harrison Arts Council	\$1,250.00
Miami River Streamkeepers Society	\$875.00

**Amendment moved by Deputy Mayor Facio**

THAT the following community groups be provided with funding under the Grants to Groups program:

Agassiz Baseball Association	\$875.00
Agassiz-Harrison Community Services	\$1,850.00
Fraser Valley Paddling Club	\$800.00
Harrison Community Garden	\$800.00
Harrison Hot Springs Block Watch Group	\$350.00
Kent Harrison Arts Council	\$2,000.00
Miami River Streamkeepers Society	\$775.00

**AMENDMENT WITHDRAWN**

Council voted on the original motion.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-16

- (g) Report of Community Services Manager dated July 8, 2024  
Re: Communities in Bloom Committee Update

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

THAT the Community Services Manager's report dated July 8, 2024 regarding the Communities in Bloom Committee Update be received for information.

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-17

- (h) Report of Community Services Manager dated July 8, 2024  
Re: Healthy Communities Grant

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

THAT staff be authorized to apply to the BC Healthy Communities, Plan H grant stream for up to \$5,000.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-18

- (i) Report of Planning Consultant dated July 8, 2024  
Re: 490 and 498 Esplanade Avenue – Temporary Use Permit

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

THAT Council consider issuing the attached Temporary Use Permit, by resolution at the August 12, 2024 Regular Council Meeting; and

THAT staff be authorized to set up the required public notice, as per the requirements of the Local Government Act.

**CARRIED  
UNANIMOUSLY**  
RC-2024-07-19

**13. BYLAWS**

- (a) Code of Conduct Bylaw No. 1205, 2024

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

THAT Code of Conduct Bylaw No. 1205, 2024 be adopted; and

THAT Council Code of Conduct Policy No. 1.33 be rescinded.

**CARRIED  
OPPOSED BY COUNCILLOR ALLEN**  
RC-2024-07-20

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

- (b) Report of Planning Consultant dated July 8, 2024  
Re: Rezoning Application – 421 Emerald Avenue

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

THAT Zoning Amendment Bylaw No. 1204, 2024 be introduced and given first reading;

**CARRIED**  
**OPPOSED BY COUNCILLOR ALLEN**  
*RC-2024-07-21*

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

THAT Zoning Amendment Bylaw No. 1204, 2024 be given second reading; and

THAT staff be authorized to set up a Public Hearing for Zoning Amendment Bylaw No. 1204, 2024.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-07-22*

**14. NEW BUSINESS**

- (a) New Business from Deputy Mayor Facio  
Re: MIABC Appointments

**Moved by Deputy Mayor Facio**  
**Seconded by Councillor Jackson**

WHEREAS the Municipal Insurance Association of BC's (MIABC) Annual General Meeting will be taking place during the UBCM Convention in September; and

WHEREAS previous Mayor Ed Wood was appointed as the alternate voting delegate at the November 21, 2022 Regular Council Meeting; and

WHEREAS his resignation has left the position of alternate voting delegate for the MIABC Board vacant; and

WHEREAS Councillor Vidal will be the Deputy Mayor when the Annual General Meeting takes place, therefore be it resolved

THAT Councillor Vidal be appointed as the Alternate Voting Delegate to the Municipal Insurance Association.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-07-23*

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
July 8, 2024

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

Questions from the public were entertained.

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

THAT the meeting be adjourned at 9:05 p.m.

**CARRIED**  
**UNANIMOUSLY**  
RC-2024-07-24

---

Leo Facio  
Deputy Mayor

---

Amanda Graham  
Corporate Officer

DRAFT



Village of Harrison Hot Springs

**TEMPORARY USE PERMIT NO. 01-24**

ISSUED this \_\_\_\_ day of \_\_\_\_\_, 202\_

**FILE No:** 3380-20-TUP01/24  
**FOLIO Numbers:** 1645-52616  
1645-52626

**TO:** SLD (TITXWEMQSEL) Land Holdings Inc.,  
Inc. No BC 1060780 (the "Permittee")  
**ADDRESS:** 4690 Salish Way  
Agassiz, BC  
V0M 1A1

1. The Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, as amended from time to time, has designated temporary use permits Lots, as per the requirements of the *Local Government Act*, as amended from time to time.

2. This Temporary Use Permit is issued subject to compliance with all of the bylaws of the Village of Harrison Hot Springs applicable thereto. This Temporary Use Permit can only be used to change the permitted use requirements of the *Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017*, as amended from time to time.

3. This Temporary Use Permit applies to and only to the parcels of land within the Village of Harrison Hot Springs located at 490 and 498 Esplanade Avenue and legally described below:

Parcel Identifiers: (a) 011-535-423 (b) 006-647-154

Legally Described as: (a) Lot 9 Blk 4, Fractional Sec 13 Twp 4, Rge 29  
W6M New Westminster District Plan 251

(b) Lot 10 Blk 4, Sec 13 Twp 4, Rge 29  
W6M New Westminster District Plan 251

and any and all buildings, structures, and other development thereon. (the "Lands")

4. **This Temporary Use Permit is issued only to allow:**

(a) for the creation of a 64-stall paid vehicle parking lot.

5. The development must be conducted according to the following time schedule, if applicable:

6. As a condition of the issuance of this Temporary Use Permit, the Council holds security set out below to ensure that any restoration, demolishing or removal of any Building or Structure is conducted in accordance with the terms and conditions of this Temporary Use

Permit. Should any interest be earned upon the security, it must accrue to the Permittee and be paid to the Permittee, if the security is returned. The condition of the posting of the security is that should the Permittee fails to perform the required work hereby authorized according to the terms and conditions of the Temporary Use Permit within the time provided, the Village may use the security to carry out the work by its servants, agents or contractors, and any surplus must be paid over to the Permittee; or should the Permittee carry out the work Permitted by this Temporary Use Permit within the set time set out below, the security must be returned to the Permittee.

- (a) an Irrevocable Letter of Credit in the amount of: NA
- (b) none required

7. **THE FOLLOWING CONDITIONS APPLY TO THE DEVELOPMENT OF THE LANDS OR APPLY TO THE USE OF THE LANDS:**

- i) This permit is issued for an initial period of: Three (3) years
  - ii) Any surface water discharge must be retained on site, by a system approved by the Village.
8. The Permittee agrees that the Lands must be developed and used strictly in accordance with this Temporary Use Permit, including any attached plans, maps, and specifications.
9. The following plans, maps or specifications are attached to and form a part of this Temporary Use Permit:
- i) The attached plan entitled 490 & 498 Esplanade Avenue Proposed Parking Lot Plan, dated June 1, 2024

**This Temporary Use Permit is NOT a Building Permit, a subdivision approval, a soil deposit or removal permit or a tree cutting permit.**

10. This Temporary Use Permit lapses on the \_\_\_\_\_ day of \_\_\_\_\_, 2026 unless an extension has been approved by Council, prior to the expiration date of this Temporary Use Permit.

**RESOLUTION PASSED BY COUNCIL, THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_**

**I HEREBY CERTIFY that I have read the terms and conditions of the Temporary Use Permit contained herein. I understand and agree that the Village of Harrison Hot Springs has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with either the owner of the parcel of land or me other than those contained in this Temporary Use Permit.**

\_\_\_\_\_  
SLD (TITXWEMQSEL) Land Holdings Inc  
(signature)

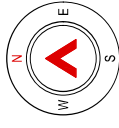
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Corporate Officer

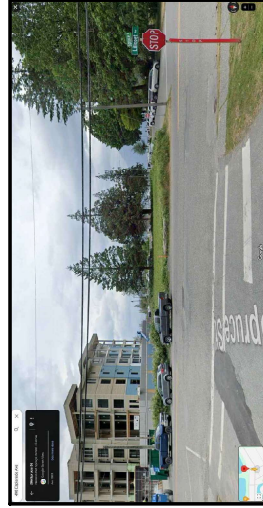
DRAFT

# 490 & 498 ESPLANADE AVE

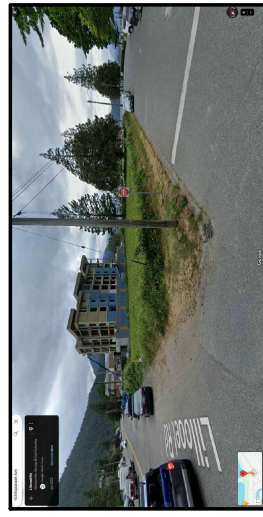
PROPOSED PARKING LOT PLAN: JUNE 01, 2024



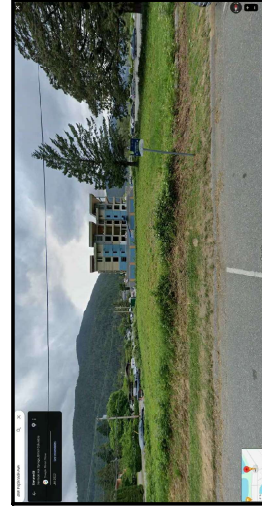
KEY PLAN



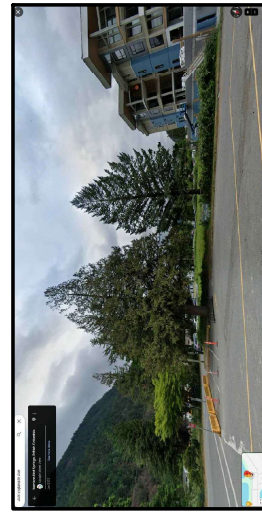
VIEW OF SOUTH PROPERTY LINE FROM LILLOOET ROAD



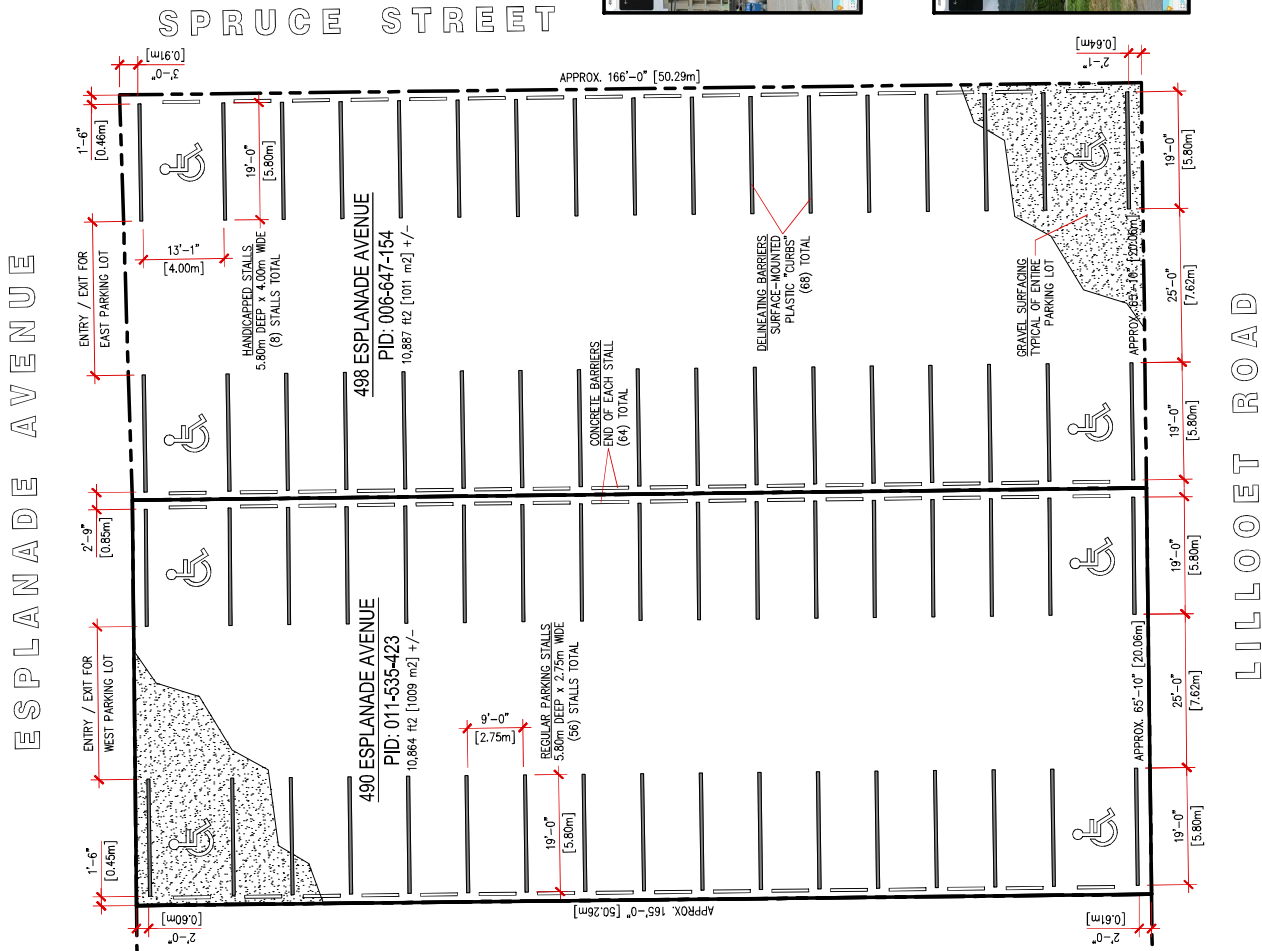
VIEW OF SOUTH-EAST CORNER FROM LILLOOET RD. & SPRUCE ST



VIEW OF EAST PROPERTY LINE FROM SPRUCE STREET



VIEW OF NORTH PROPERTY LINE FROM ESPLANADE AVENUE



LILLOOET ROAD



August 6, 2024

# NOTICE OF TEMPORARY USE PERMIT APPLICATION

## 490 & 498 ESPLANADE AVENUE

TAKE NOTICE that the Council of the Village of Harrison Hot Springs have received and will consider an application pursuant to Section 493 of the *Local Government Act* on the following item at the Regular Council Meeting at **7:00 pm on Monday, August 12, 2024 at the Village Office Council Chambers, 495 Hot Springs Road, Harrison Hot Springs, BC:**

### TEMPORARY USE PERMIT

**Properties:** 490 Esplanade Avenue, Harrison Hot Springs, BC, legally described as Lot 9 Block 4 Fractional Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 251, PID: 011-535-423; and

498 Esplanade Avenue, Harrison Hot Springs, BC, legally described as Lot 10 Block 4 Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 251, PID: 006-647-154

**Purpose:** That Zoning Bylaw 1117, 2017 for C-1 (Village Commercial) be varied to permit the use by allowing a public paid parking lot for up to three (3) years



You may indicate your support or opposition to the proposed Temporary Use Permit in one of the following ways:

- Forward written submissions by email to [info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca) with TEMPORARY USE PERMIT 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 Monday, August 12, 2024**
- Attend the meeting and provide an oral submission in person
- Attend through a Zoom link – Meeting ID: 861 3626 7505

The draft Temporary Use Permit 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 the Village Office will be closed on Monday, August 5, 2024 for the statutory holiday.

For more information, please contact Ken Cossey, Planning Consultant at **604-796-2171** or by email [planning@harrisonhotsprings.ca](mailto:planning@harrisonhotsprings.ca)

---

From: JOHN ALLEN  
Sent: Monday, July 22, 2024 3:49 PM  
To: Amanda Graham  
Cc:  
Subject: Proposed pay parking facility, Lots 9&10, Block 4, Esplanade.

Caution! This message was sent from outside your organization.

To Harrison Mayor and Council  
From Councillor John Allen  
July 22 2024 3.45 pm

re; Temporary Use Permit for parking lot near the boat launch.

Dear Council.

I appreciate the new owners of the empty 1/2 acre (across from the boat launch) making a proper application for this use in the C1 zone. This contrasts with the other , similar parking facility between Milos and the Bella Vista which has been allowed to be built and operated with no Village permits and no business licence. That warrants investigation.

The temporary permit seems to attempt to have the new facility comply with our bylaws as if it were a proper, permitted use. The criteria for parking lots has not, however, been met. Here are some problem areas.

Corner sightlines. The NE and SE corners do not comply with our zoning bylaw's requirement that there be nothing higher than 0.3metres ( one foot) in the corners.

Cedar tree. The NE entrance is blocked by the large, Village-owned Cedar tree located at the NE corner of the Esplanade. So that entrance must be dropped.

Lillooet Ave setbacks. East Lillooet is a provincial highway and it requires a permit, or permits, from Highways called a " driveway access permit". This has not been mentioned and needs to be applied for very early in the process. That should trigger the provincial regulation which requires a 4.5metre setback on everything, including fences. Highways will also require a sightline triangle at the SE corner, pursuant to the same regulations.

Fencing. I recall something in our design guidelines which prohibits chainlink fencing in the core area. The chainlink fencing which has been permitted in the illegal parking lot beside Milo's is ugly. It should not be allowed in the proposed parking lot .

Illegal driveway/entrance. It is difficult to read the small-scale plan provided, but it seems that the SE entrance is in violation of our bylaws which require more of a set-back from the junction with Spruce Street .

Council should require a detailed fencing and landscaping plan for this facility and should insist that all Village boulevards remain clear and level on the three ( N, S & E) sides of the facility .

I will be happy to explain further, if required, at your convenience..

Yours, Councillor John Allen