

PUBLIC INFORMATION PACKAGE



**ZONING AMENDMENT
BYLAW NO. 1204, 2024
421 EMERALD AVENUE
PUBLIC HEARING**

TUESDAY, AUGUST 13, 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

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

Works or Services Required	Type of Professional experience needed	Amount of Security required
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 5th DAY OF DECEMBER, 2016

READ A SECOND TIME THIS 5th DAY OF DECEMBER, 2016

READ A THIRD TIME THIS 5th DAY OF DECEMBER, 2016

ADOPTED THIS 19th DAY OF DECEMBER, 2016

AMENDMENT BYLAW 1160 ADOPTED ON THE 21st OF JUNE, 2021

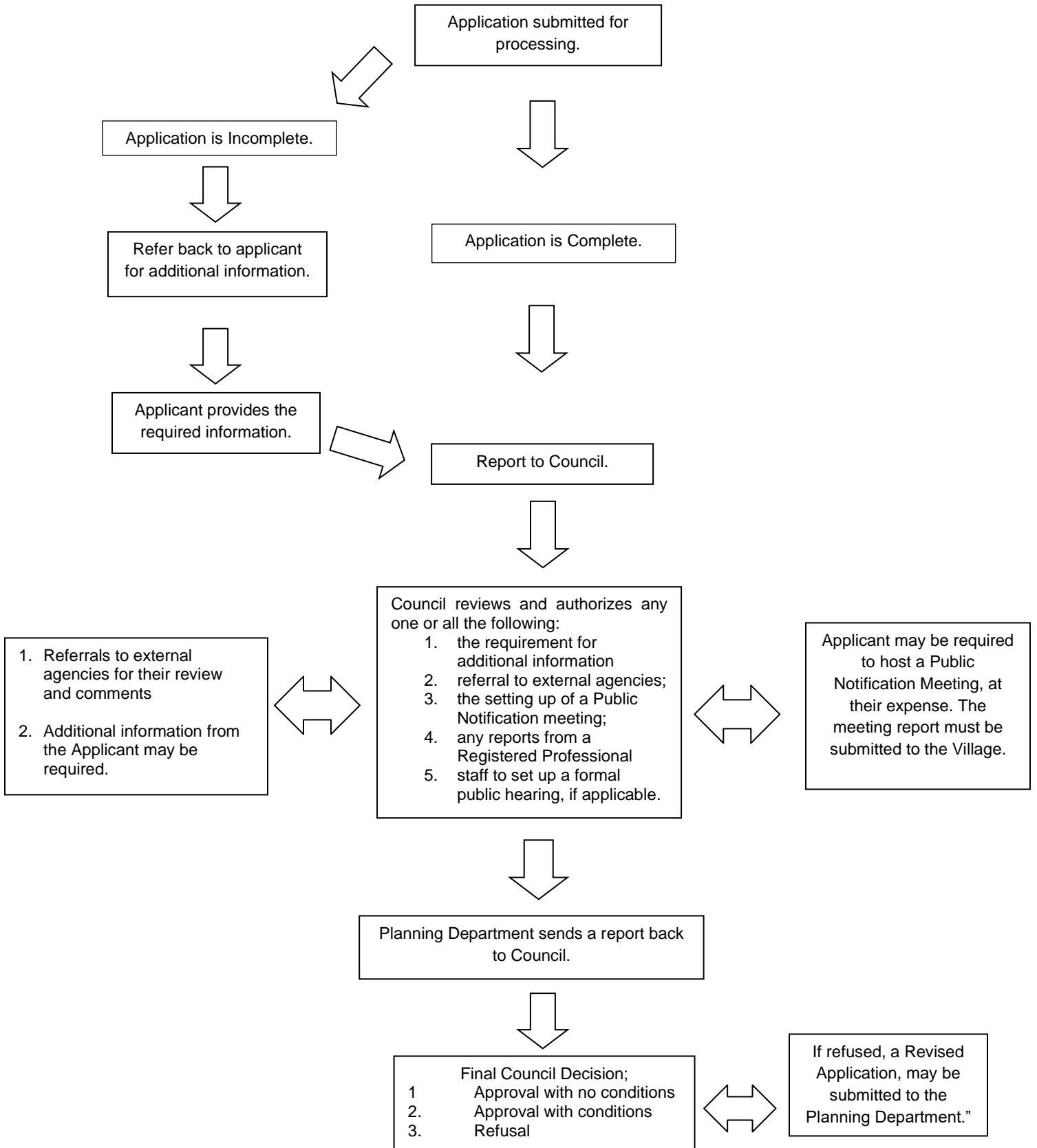
“Leo Facio”

Mayor

“Debra Key”

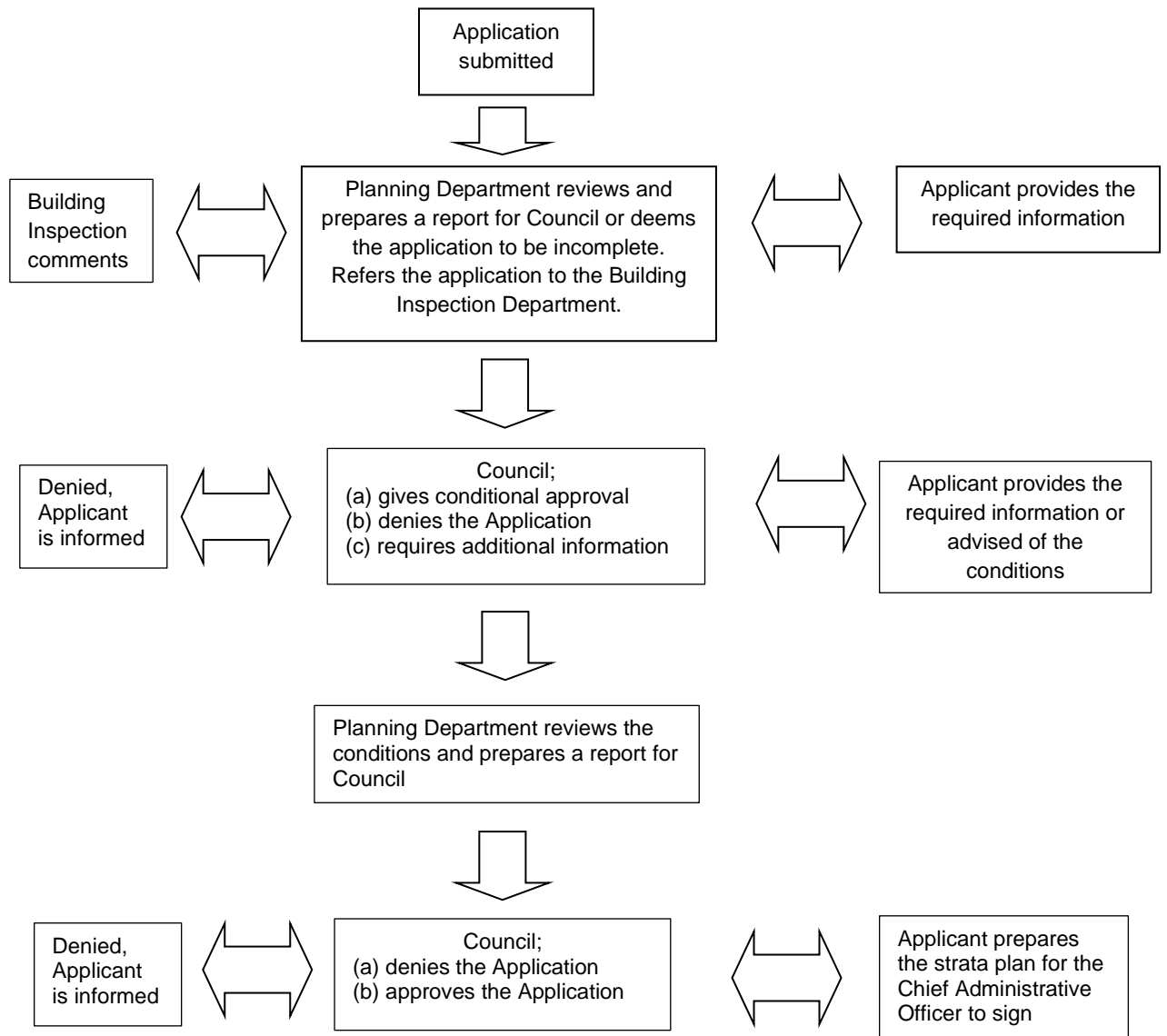
Corporate Officer

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



SCHEDULE "B"

BUILDING CONVERSION STRATA APPLICATION PROCESSING FLOWCHART



File No: 3360-20-Z04/23
Date: April 15, 2024

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: Rezoning Application – 421 Emerald Avenue

RECOMMENDATIONS

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

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.

SUMMARY

The consideration of a rezoning application from the current R-1 zone (Conventional Lot) to a R-3 zone (Small Lot) so that the subdivision application can move forward.

BACKGROUND

The development site consists of one property with the assigned civic address of 421 Emerald Avenue. The site currently has one modular single-family dwelling on it and the site is approximately 0.0817 Ha (~817.547 M²) in size and is fully serviced. Access to the site even with the civic address of 421 Emerald is off Diamond Street, as that is where an access gate is located.



DISCUSSION

Zoning

The current zoning is R-1, and according to BC Assessment information a single storey, Single Family Dwelling was built on the lot. The date of the construction is unknown. Based upon the following photo taken from Google Earth and BC Assessment information, it looks like the current dwelling had some exterior upgrades in approximately 1971. As the new owners wish to create two lots on this parcel of land, a rezoning from R-1 to R-3 is required to meet the proposed subdivision requirements for the R-3 Zone.



Official Community Plan

The site is designated as Low-Density Residential (LDR) and the following policy as outlined in the current Official Community Plan, is noted below.

“Single family and two-family (duplex) residential development will be permitted in the Low-Density Residential Area as shown on Schedule 1-B. The Low-Density Residential designation provides for the continuation of existing multi-family residential and commercial uses existing at the date of adoption of this bylaw”.

Source: Page 38 of the OCP Bylaw, 864, 2007

The proposed use is for two single family dwellings on the proposed R-3 Lots, so no Official Community Plan amendment is required. Please note that the site is not located within any Development Permit area.

The Official Community Plan Bylaw No. 864, 2007 is the guiding bylaw in this case as it was in effect at the time the application was submitted.

Impacts

As the current use is already residential, the only impact that may happen is the addition of two new vehicles to an existing street network system. The new lot will also be required to hook into the Village’s community sewer and water system. The addition of one new lot will not negatively impact the current delivery system.

Comparison of the R-1 Zone to the R-3 Zone

Listed below is a comparison of the R-1 zone regulations with the proposed R-3 zone regulations.

Development Regulations	R-1 Zone	R-3 Zone
Detached Dwelling	Yes	Yes
Duplex Dwelling	No	No
Home Occupation	Yes	No
Accessory Residential Suite or a Coach House, but not both	No	No
Accessory Buildings/structures	Yes	Yes
Minimum lot Size	540 M ² to 925 M ² (dependent upon if the parcel is hooked into a community water system or just a community sewer system)	360 M ² and must be hooked into a community sewer and water system
Minimum lot width	18 M	12.5 M
Maximum density	NA	NA
Maximum lot coverage	40%	55%
Minimum front setback	7.5 M	4.5 M
Minimum rear setback	7.5 M	4.0 M
Minimum interior side setback	1.5 M	1.2 M
Minimum exterior side setback	3.6 M	3.6 M
Maximum height	10.7 M	10.7 M

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

Official Community Plan Bylaw No. 864, 2007

Zoning Bylaw No. 1115, 2017

Respectfully submitted:



Ken Cossey, MCIP, RPP
Planning Consultant

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachments (2): 1. Draft Zoning Amendment Bylaw No. 1204, 2024
2. Proposed site plan, undated



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1204, 2024

A bylaw to amend 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. 1204, 2024".

2. MAP AMENDMENT

That:

(a) Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1115, 2017 be amended by rezoning the lands, legally described as Lot 34, Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 35160 (PID 007-173-318), outlined in red and cross-hatched on Schedule 1 of this Bylaw from Residential 1 (Conventional Lot) - R-1 zone to Residential 3 (Small Lot) R-3 zone; and,

(b) the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS DAY OF 2024

READ A SECOND TIME THIS DAY OF 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

Schedule 1

Bylaw No. 1204, 2024





CURRENT ZONING: R-1
 LOT AREA: 817.547 S.M.
 OCP: LDR (BYLAW 864)
 FLOODPLAIN: YES

PROPOSED ZONING: R-3
 PROPOSED LOT AREAS:
 LOT 1 - 438.034 S.M.
 LOT 2 - 379.513

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

DATE: Monday, April 15, 2024

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:

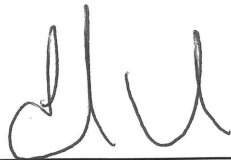
Mayor Wood did not call the meeting to order stating that there is a coup being led by Councillor Facio and supported by Councillors Vidal and Jackson. Mayor Wood stated that the health and safety of staff is at a critical level due to harassment, bullying and a toxic workplace. Mayor Wood advised that he had no further comment citing confidentiality reasons.

Councillor Vidal raised a point of order that the Mayor has not called the meeting to order.

Councillor Jackson suggested that Councillor Allen chair the meeting as Deputy Mayor.

Councillor Allen advised that the Deputy Mayor may only act in the absence of the Mayor.

Council vacated their seats at 7:13 pm.



Ed Wood
Mayor



Amanda Graham
Corporate Officer

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

DATE: Monday, May 6, 2024

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
Community Services Manager, Christy Ovens
Operations Manager, Jace Hodgson

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 Allen
Seconded by Councillor Facio

THAT the agenda be approved.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2024-05-01

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Regular Council Meeting Minutes of April 3, 2024 be adopted.

Amendment moved by Councillor Allen
Seconded by Councillor Jackson

THAT the Regular Council Meeting Minutes of April 3, 2024 be amended by adding the street address of 511 Lillooet Avenue to item 12(b).

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**CARRIED
UNANIMOUSLY**
RC-2024-05-02

Council voted on the original motion as amended.

**CARRIED
UNANIMOUSLY**
RC-2024-05-03

Moved by Councillor Vidal
Seconded by Councillor Facio

THAT the Regular Council Meeting Minutes of April 15, 2024 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2024-05-04

5. BUSINESS ARISING FROM THE MINUTES

From the April 3, 2024 Regular Council Meeting Minutes, page 3:

- Mayor Wood requested an update regarding Business Arising from the Minutes item 5, verbal report from the Mayor relating to closed meeting resolutions from the March 8, 2024 Special Closed Council meeting. The Chief Administrative Officer advised that staff have engaged an Occupational Health and Safety consultant and the details are being finalized. Additionally, staff have reached out to five facilitators and have received three responses.
- Mayor Wood requested an update regarding Reports from Staff item 12(a), Report of Planning Consultant regarding the Official Community Plan Bylaw No. 1184, 2022, with respect to the Development Approval Information and Design Guideline Policies. The Chief Administrative Officer advised that the Planning Consultant would be able to provide an update.

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT staff be directed with time being of the essence to create a Development Approval Information Bylaw and Design Guidelines Policy as per the Planning Consultant's recommendations at the June 19, 2023 Regular Council Meeting.

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

6. CONSENT AGENDA

- iii. (a) Environmental Advisory Committee Meeting Minutes of March 21, 2024
- iv. (a) Letter dated March 18, 2024 from Fisheries and Oceans Canada
Re: Request for Comments – Brassy Minnow Pacific Population at Risk
- (b) Letter dated Marh 27, 2024 from Port Alberni
Re: Notice of Resolution – Rural Seniors in BC
- (c) Letter dated March 26, 2024 from Barbara Dramer
Re: Interface Fire Prevention Program
- (d) Letter dated April 8, 2024 from Minister of Housing
Re: Bill 16
- (e) Letter dated April 9, 2024 from Councillor Bill Lawrence, City of White Rock
Re: Reinstatement of SFU Football Program: Call for Support
- (f) Letter dated April 10, 2024 from Minister of Housing
Re: Small Scale Multi-Unit Housing
- (g) Letter dated April 16, 2024 from District of Vancouver
Re: Support for Resolution – Black Bear Cub Conflict Response

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the consent agenda be received.

CARRIED
UNANIMOUSLY
RC-2024-05-06

7. DELEGATIONS/PETITIONS

- (a) Brian Szabo, BDO Canada
Re: Audit Findings

Mr. Szabo attended the meeting via Zoom and provided a PowerPoint presentation to Council on the Village of Harrison Hot Springs Audit Findings Report for the 2024 Financial Audit prepared by BDO Canada.

8. CORRESPONDENCE

None.

9. BUSINESS ARISING FROM CORRESPONDENCE

None.

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

(a) Report of the Age-Friendly Committee dated May 6, 2024

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT Council adopt the following recommendation from the Age-Friendly Committee report dated May 6, 2024:

THAT Council consider directing staff to research building a community hall with room for health services in the plans for a new Village Office.

CARRIED
UNANIMOUSLY
RC-2024-05-07

Councillor Jackson

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – Attended a Canda Day Planning meeting
- Attended the LMLGA Conference in Whistler May 1 to May 4, 2024

Councillor Allen

- Harrison Agassiz Chamber of Commerce – No Report
- Agassiz-Harrison Healthy Communities – No Report
- Attended the LMLGA Conference in Whistler from May 1 to May 4, 2024

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 the LMLGA Conference in Whistler from May 1 to May 4, 2024
- This week is designated Emergency Preparedness week.

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director) – No Report
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended the LMLGA Conference in Whistler from May 1 to May 4, 2024

11. MAYOR'S REPORT

- Attended the Surrey Board of Trade Women's Business Awards
- Attended the soft opening of the new Tourism building on May 4, 2024
- Reported on Environmental and Age-Friendly Committee meetings
- Reported on the Wellness Fair on April 13, 2024 at the Memorial Hall
- Reported on a meeting with the Minister of Emergency Management and Climate Readiness

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- Reported that the Streamkeepers Society released 5000 chum with the Harrison Elementary School into the Miami River

12. REPORTS FROM STAFF

- (a) Report of Chief Administrative Officer dated April 15, 2024
Re: Council – CAO Covenant

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Council adopt the Council – CAO Covenant.

Amendment moved by Mayor Wood
Seconded by Councillor Allen

THAT the Council – CAO Covenant be referred back to staff to work on it with the Mayor.

CARRIED
OPPOSED BY COUNCILLORS FACIO AND VIDAL
RC-2024-05-08

- (b) Report of Chief Administrative Officer dated April 15, 2024
Re: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024

Moved by Councillor Facio
Seconded by Councillor Allen

THAT the Village of Harrison Hot Springs Council give its consent, by way of formal resolution, to Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024; and

THAT Village Council direct staff to send a letter to the FVRD confirming the same.

CARRIED
UNANIMOUSLY
RC-2024-05-09

- (c) Report of Community Services Manager dated April 15, 2024
Re: Asset Management Planning Program Grant

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT staff be authorized to apply for the UBCM Asset Management Planning Program Grant for up to \$25,000 to cover up to 50% of total project costs.

CARRIED
UNANIMOUSLY
RC-2024-05-10

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- (d) Report of Director of Operations dated April 15, 2024
Re: Boat Launch Building Addition – Contract Award

The CAO announced that Jace Hodgson's title was changed from Operations Manager to Director of Operations and congratulated him.

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Director of Operations' report dated April 15, 2024 regarding the Boat Launch Building Addition contract award be received for information.

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN
RC-2024-05-11

- (e) Report of Planning Consultant dated April 15, 2024
Re: Rezoning Application – 435 Pine Avenue

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Council request the applicant for the rezoning of 435 Pine Avenue to set up a Public Notification meeting, as per section 11.0 of the Village's Development Procedures Bylaw No. 1090, 2016.

Amendment moved by Councillor Jackson
Seconded by Councillor Allen

THAT the rezoning application for 435 Pine Avenue be referred back to staff to determine if there is a right of way along Pine Avenue for the purpose of a sidewalk.

CARRIED
OPPOSED BY COUNCILLOR VIDAL
RC-2024-05-12

Councillor Allen raised a point of order that Council must vote on the original motion as amended before moving on to the next item.

Council voted on the original motion as amended.

CARRIED
UNANIMOUSLY
RC-2024-05-13

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- (f) Report of Planning Consultant dated April 15, 2024
Re: Rezoning Application – 442 & 464 Pine Avenue

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT the rezoning application for 442 and 446 Pine Avenue be directed back to staff to determine if there is a right of way along Pine Avenue for the purpose of a sidewalk.

CARRIED
OPPOSED BY COUNCILLOR VIDAL
RC-2024-05-14

Councillor Allen raised a point of order regarding the use of the term “right of way” as opposed to street.

- (g) Report of Chief Administrative Officer dated April 15, 2024
Re: Release of Closed Meeting Resolutions

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT the following closed meeting resolutions be received for information at the May 6, 2024 Regular Council Meeting:

From the March 8, 2024 Special Closed Council Meeting:

Moved by Mayor Wood
Seconded by Councillor Facio

THAT staff be directed to put out a request for proposals for an independent contractor to assist the Village in improving its Occupational Health and Safety Program and in resolving any outstanding complaints of harassment, bullying, and breaches of the Village’s Code of Conduct policy.

CARRIED
OPPOSED BY COUNCILLORS ALLEN AND VIDAL
SCC-2024-03-06

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT staff be directed to put out a request for proposals for an independent contractor to guide discussions between and with the goal of creating an improved working relationship.

Redacted pursuant to s. 22(2)(h) of the Freedom of Information and Protection of Privacy Act.

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CARRIED
OPPOSED BY COUNCILLORS FACIO AND VIDAL
SCC-2024-03-06

CARRIED
UNANIMOUSLY
RC-2024-05-15

- (h) Report of Chief Financial Officer dated May 6, 2024
Re: 2023 Audited Financial Statements

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Independent Auditor's Report be received; and

THAT the 2024 Financial statements of the Village of Harrison Hot Springs be approved; and

FURTHER THAT the Independent Auditor's Report be attached to the approved Financial Statements of the Village of Harrison Hot Springs.

Councillor Allen raised a point of order requesting clarification as to whether the three recommendations would be moved together or as separate motions. Mayor Wood indicated that the motions were joined together.

CARRIED
OPPOSED BY COUNCILLOR ALLEN
RC-2024-05-16

- (i) Verbal Report of Community Services Manager
Re: 75th Anniversary Celebration

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Village's 75th Anniversary Celebration be moved to Friday, May 31, 2024.

CARRIED
UNANIMOUSLY
RC-2024-05-17

13. BYLAWS

- (a) Report of the Corporate Officer dated April 15, 2024
Re: Discharge of Firearms Bylaw No. 1207, 2024

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT Discharge of Firearms Bylaw No. 1207, 2024 be introduced and given first reading; and

THAT Discharge of Firearms Bylaw No. 1207, 2024 be given second and third readings.

CARRIED
OPPOSED BY COUNCILLOR ALLEN
RC-2024-05-18

- (b) Report of the Chief Administrative Officer dated April 15, 2024
Re: Code of Conduct Bylaw No. 1205, 2024

Mayor Wood ruled this item out of order due to sections of the *Community Charter* and Council Procedure Bylaw.

Councillor Vidal raised a point of order stating that this item is on the approved agenda. Councillor Vidal raised a point of order stating that the Mayor cannot remove an agenda item once the agenda without approval of Council. Mayor Wood requested that the next item be called.

Mayor Wood stated that Councillor Vidal was out of order.

Mayor Wood stated that Councillor Facio was out of order.

Councillor Vidal requested a ruling on the point of order. Mayor Wood advised that the ruling was to move on. Mayor Wood ordered Councillor Vidal removed from the meeting.

Councillor Vidal refused to leave the meeting.

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT the meeting be adjourned at 9:25 pm

MOTION FAILED
OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL

Councillor Vidal requested an appeal on the ruling of the point of order.

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Mayor Wood stated that Councillor Vidal cannot request an appeal as she had already been ordered removed from the meeting. Mayor Wood advised that the meeting can continue if Councillor Vidal does not speak or removes herself from the meeting.

- (c) Report of Planning Consultant dated April 15, 2024
Re: Rezoning Application – 421 Emerald Avenue

Moved by Councillor Facio
Seconded by Councillor Jackson

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

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.

MOTION FAILED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN

Councillor Vidal was present and voted in favour of the motion, however, Mayor Wood did not count her vote as she had been ordered to remove herself from the meeting.

- (d) Report of Chief Financial Officer
Re: 2024 Tax Rate Bylaw No. 1203, 2024

Moved by Councillor Allen
Seconded by Councillor Jackson

THAT Tax Rate Bylaw No. 1203, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-05-19

14. NEW BUSINESS

- (a) New Business from Councillor Facio
Re: Fire Mitigation

Moved by Councillor Facio
Seconded by Councillor Allen

THAT staff be directed to attach fire hazards signs to the existing no-parking signage along McCombs Drive.

CARRIED
UNANIMOUSLY
RC-2024-05-20

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Moved by Councillor Facio
Seconded by Councillor Jackson

THAT staff be directed to contact the owners of the private acreage south of Cottonwood Avenue regarding the creation of a buffer zone in that area.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2024-05-21

- (b) New Business from Councillor Vidal
Re: Anti-Discrimination and Anti-Racism Policy

Mayor Wood advised that this item is removed from the agenda due to Councillor Vidal having been removed from the meeting. Further, Mayor Wood stated that as per section 116 of the *Community Charter* it is the Mayor's responsibility to introduce bylaws.

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

Questions from the public were entertained.

Moved by Councillor Allen
Seconded by Mayor Wood

THAT staff be directed to revisit the mapping in Official Community Plan Bylaw No. 1184, 2022 with a view towards including the whole Village in the Interface Wildfire Development Permit Area.

CARRIED
OPPOSED BY COUNCILLOR FACIO
RC-2024-05-22

Moved by Councillor Jackson
Seconded by Councillor Allen

THAT the meeting be adjourned at 10:00 pm.

CARRIED
UNANIMOUSLY
RC-2024-05-23



Ed Wood
Mayor



Amanda Graham
Corporate Officer

**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

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

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;
- Minister of Health regarding the need for increased mobile breast cancer screening units to rural communities; and

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- 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:

- (i) Lot 2 Except part subdivided by Plan 70793, Sec 13 Township 4, Range 29 West of the 6th Meridian, New Westminster District Plan 59945, and

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- (ii) Lot A, Sec 13 Township 4, Range 29 West of the 6th 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
Minutes of the Regular Council Meeting
June 17, 2024

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

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

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 17, 2024

- (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.

**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

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 17, 2024

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.

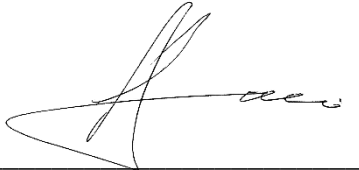
15. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)

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



Leo Facio
Deputy Mayor



Amanda Graham
Corporate Officer

File No: 3360-20-Z04/23

Date: July 8, 2024

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: Rezoning Application – 421 Emerald Avenue

RECOMMENDATIONS

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

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.

SUMMARY

The consideration of a rezoning application from the current R-1 zone (Conventional Lot) to a R-3 zone (Small Lot) so that the subdivision application can move forward.

BACKGROUND

This rezoning application was first scheduled for Council's deliberation at the Regular Council Meeting (RCM) on April 15, 2024. However, despite achieving quorum, that meeting was not called to order. The application was brought forward again at the May 6, 2024 RCM. Prior to its consideration, Mayor Wood ruled a different matter on the agenda out of order. Councillor Vidal raised a point of order and was subsequently ordered removed from the meeting. Councillor Vidal's vote on this application was therefore not considered and the application failed as a result.

Subsequently, the property owner sent an email to Mayor and Council highlighting the perceived lack of fairness in handling the rezoning application. The email was included on the agenda for the June 3, 2024, RCM. However, the email was also ruled out of order, preventing Council from discussing the matter.

The process that this application was subjected to could be challenged in court. In order to ensure that this application receives a fair process, Council resolved at the June 17, 2024 RCM to reintroduce this matter for discussion at the July 8, 2024 RCM.

The development site consists of one property with the assigned civic address of 421 Emerald Avenue. The site currently has one modular single-family dwelling on it and the site is approximately 0.0817 Ha (~817.547 M²) in size and is fully serviced. Access to the site even with the civic address of 421 Emerald is off Diamond Street, as that is where an access gate is located.



DISCUSSION

Zoning

The current zoning is R-1, and according to BC Assessment information a single storey, Single Family Dwelling was built on the lot. The date of the construction is unknown. Based upon the following photo taken from Google Earth and BC Assessment information, it looks like the current dwelling had some exterior upgrades in approximately 1971. As the new owners wish to create two lots on this parcel of land, a rezoning from R-1 to R-3 is required to meet the proposed subdivision requirements for the R-3 Zone.



Official Community Plan

The site is designated as Low-Density Residential (LDR) and the following policy as outlined in the current Official Community Plan, is noted below.

“Single family and two-family (duplex) residential development will be permitted in the Low-Density Residential Area as shown on Schedule 1-B. The Low-Density Residential designation

provides for the continuation of existing multi-family residential and commercial uses existing at the date of adoption of this bylaw”.

Source: Page 38 of the OCP Bylaw, 864, 2007

The proposed use is for two single family dwellings on the proposed R-3 Lots, so no Official Community Plan amendment is required. Please note that the site is not located within any Development Permit area.

The Official Community Plan Bylaw No. 864, 2007 is the guiding bylaw in this case as it was in effect at the time the application was submitted.

Impacts

As the current use is already residential, the only impact that may happen is the addition of two new vehicles to an existing street network system. The new lot will also be required to hook into the Village’s community sewer and water system. The addition of one new lot will not negatively impact the current delivery system.

Comparison of the R-1 Zone to the R-3 Zone

Listed below is a comparison of the R-1 zone regulations with the proposed R-3 zone regulations.

Development Regulations	R-1 Zone	R-3 Zone
Detached Dwelling	Yes	Yes
Duplex Dwelling	No	No
Home Occupation	Yes	No
Accessory Residential Suite or a Coach House, but not both	No	No
Accessory Buildings/structures	Yes	Yes
Minimum lot Size	540 M ² to 925 M ² (dependent upon if the parcel is hooked into a community water system or just a community sewer system)	360 M ² and must be hooked into a community sewer and water system
Minimum lot width	18 M	12.5 M
Maximum density	NA	NA
Maximum lot coverage	40%	55%
Minimum front setback	7.5 M	4.5 M
Minimum rear setback	7.5 M	4.0 M
Minimum interior side setback	1.5 M	1.2 M
Minimum exterior side setback	3.6 M	3.6 M
Maximum height	10.7 M	10.7 M

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

Official Community Plan Bylaw No. 864, 2007

Zoning Bylaw No. 1115, 2017

Respectfully submitted:

Reviewed by:



Ken Cossey, MCIP, RPP
Planning Consultant



Tyson Koch
Chief Administrative Officer

Attachments (2): 1. Draft Zoning Amendment Bylaw No. 1204, 2024
2. Proposed site plan, undated



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1204, 2024

A bylaw to amend 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. 1204, 2024".

2. MAP AMENDMENT

That:

(a) Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1115, 2017 be amended by rezoning the lands, legally described as Lot 34, Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 35160 (PID 007-173-318), outlined in red and cross-hatched on Schedule 1 of this Bylaw from Residential 1 (Conventional Lot) - R-1 zone to Residential 3 (Small Lot) R-3 zone; and,

(b) the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS DAY OF 2024

READ A SECOND TIME THIS DAY OF 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

Schedule 1

Bylaw No. 1204, 2024





CURRENT ZONING: R-1
 LOT AREA: 817.547 S.M.
 OCP: LDR (BYLAW 864)
 FLOODPLAIN: YES

PROPOSED ZONING: R-3
 PROPOSED LOT AREAS:
 LOT 1 - 438.034 S.M.
 LOT 2 - 379.513

**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
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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
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- (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
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**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 BYLAW NO. 1204, 2024

A bylaw to amend 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. 1204, 2024**".

2. **MAP AMENDMENT**

That:

- (a) Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1115, 2017 be amended by rezoning the lands, legally described as Lot 34, Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 35160 (PID 007-173-318), outlined in red and cross-hatched on Schedule 1 of this Bylaw from **Residential 1 (Conventional Lot) - R-1** zone to **Residential 3 (Small Lot) R-3** zone; and,
- (b) the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS 8TH DAY OF JULY 2024

READ A SECOND TIME THIS 8TH DAY OF JULY 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

Schedule 1

Bylaw No. 1204, 2024



August 6, 2024

NOTICE OF PUBLIC HEARING

ZONING AMENDMENT BYLAW – 421 EMERALD AVENUE

Tuesday, August 13, 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. 1204, 2024

Property: 421 Emerald Avenue, Harrison Hot Springs, BC, legally described as Lot 34, Section 12, Township 4, Range 29, West of the Sixth Meridian, New Westminster District Plan 35160, PID: 007-173-318

Purpose: The bylaw proposes an amendment to Zoning Bylaw No. 1115, 2017 to change the current zoning for the above property from Residential 1 (Conventional Lot R-1) to Residential 3 (Small Lot R-3)



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 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, August 13, 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 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.

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

