

Electoral Area Services

Wednesday, April 16, 2014 - 6:00 pm

**The Regional District of Kootenay
Boundary Board Room, RDKB Board Room,
843 Rossland Ave., Trail, BC**

A G E N D A

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

A) April 16, 2014

Recommendation: That the April 16, 2014 Electoral Area Services Agenda be adopted.

3. MINUTES

A) March 13, 2014

Recommendation: That the March 13, 2014 Electoral Area Services Minutes be adopted.

[Electoral Area Services - 13 Mar 2014 - Minutes - Pdf](#)

4. DELEGATIONS
5. UNFINISHED BUSINESS

A) **A Memorandum of Board Resolutions and their status**

Recommendation: That the Electoral Area Services Committee Memorandum of Action Items be received.

[ToEndOfMarchforApril.pdf](#)

6. NEW BUSINESS

A) **SMITH, Ken**

RE: Area 'D' Zoning Amendment

6015 Athelston-Hartford Rd., Area 'D'

Lot B, DL 3231s, SDYD, Plan 32523

RDKB File: D-3231s-07116.084

Recommendation: That the staff report regarding the application submitted by Ken Smith to amend Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel and animal shelter use on the property legally described as Lot B, DL 3231S, SDYD, Plan 32523, be received.

Recommendation: That the application submitted by Ken Smith to amend the Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel and animal shelter use on the property legally described as Lot B, DL 3231S, SDYD, Plan 32523, be supported AND FURTHER that staff be directed to draft an amending bylaw for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed zoning bylaw amendment.

[Smith Zoning Amend kennel EAS.pdf](#)

B) **WILKINSON, Karla and Neil**

RE: Development Variance Permit

6280 York Road, Grand Forks, BC, Electoral Area 'D'

Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. #96553

RDKB File: D-453-03912.050

Recommendation: That the staff report regarding the application for a Development Variance Permit submitted by Karla and Neil Wilkinson for the property legally described as Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. # 96553, be received.

Recommendation: That the application for a Development Variance Permit submitted by Karla and Neil Wilkinson, for an increase in height of 0.8 metres (from 5.0 metres to 5.8 metres), to build an accessory building, for the property legally described as Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. # 96553, be presented to the Board for consideration with a recommendation of support.

[Apr D DVP Wilkinson EAS.pdf](#)

- C) **Milford, Cindy (Keith Williams as agent)**
RE: Development Variance Permit
73 Sandner Road, Christina Lake, BC
Parcel D, Block 17, DL 317, SDYD, Plan KAP50
RDKB File: C-317-00299.020/00293.000

Recommendation: That the staff report regarding the application for a Development Variance Permit submitted by Cindy Milford, through her agent, Keith Williams, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50, be received.

Recommendation: That the application for a Development Variance Permit submitted by Cindy Milford, through her agent, Keith Williams, for an increase in height of 3.02 metres (from 4.6 metres to 7.62 metres); an exterior parcel line setback variance of 3.5 metres (from 4.5 metres to 1 metre); a rear parcel line setback variance of 2.2 metres (from 3.0 metres to 0.800 metres); and a variance for parcel coverage expansion of 3% (from 33% to 36%), to build an accessory building, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50, be deferred to allow the applicant the opportunity to meet with the APC and address their concerns.

[Apr_C_DVP_Milford EAS.pdf](#)

- D) **Endless Horizons Storage Ltd.,**
Rob LeRose as Agent
875 China Creek Road, Genelle, BC Electoral Area 'B'
Lot A, DL 7187 and 8073, KD, Plan NEP62884
RDKB File: B-7187-08836.100

Recommendation: That the staff report regarding the application for a Development Permit with Variance, submitted by Endless Horizons Storage Ltd. through its agent Rob LeRose, for the property legally described as Lot A, DL 7187 and DL 8073, KD, Plan NEP62884, be received.

[Endless Horizon DP with Variance EAS.pdf](#)

E) **Rexin, Vern and Ann**
RE: MOTI Subdivision

3940 and 4000 Kettle Valley South Road, Rock Creek, Area 'E'
Lot A and B, DL 862, SDYD, Plan KAP61865
RDKB File: E-862-04187.110/120

Recommendation: That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision boundary adjustment of the properties legally described as Lot A, DL 862, SDYD, Plan KAP61865, and Lot B, DL 862, SDYD, Plan KAP61865, be received.

[Apr 14 E Sub Rexin.pdf](#)

F) **ATCO Wood Products**
RE: MOTI Road Closure Amendment

Portion of Hepburn Drive, adjacent to ATCO Wood Products, Area 'A'
RDKB File: A-12

Recommendation: That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed road closure on Hepburn Drive described as that portion of Hepburn Drive, adjacent to ATCO property, Lot A, Plan NEP21934, DL 1236, KD, be received, and that the comments received be provided to the Ministry for consideration.

[2014 03 19 Hepburn Road Closure ATCO EAS.pdf](#)

G) **A Staff Report from Bryan Teasdale**, Manager of Infrastructure and sustainability, regarding the development of goals and objectives for RDKB owned and operated water systems.

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and sustainability, regarding the development of goals and objectives for RDKB owned and operated water systems, be received.

Recommendation: That the Electoral Area Services Committee recommend that the RDKB Board of Directors approve the recommended performance metrics for RDKB owned and operated water systems.

[Staff Report - EAS - Strategic Goals and Measures for RDKB Water Systems - March2014 - Pdf](#)

H) **Rock Creek & Boundary Fair Association**
RE: Gas Tax Application

Recommendation: That the Rock Creek & Boundary Fair Association's Gas Tax application in the amount of \$35,122.00, to replace all inefficient electrical lighting and equipment with new energy efficient products, be received.

Recommendation: That the Rock Creek & Boundary Fair Association's Gas Tax application in the amount of \$35,122.00, to replace all inefficient electrical lighting and equipment with new energy efficient products, be forwarded to the RDKB Board of Directors with a recommendation of approval.

[RockCreekGasTax.pdf](#)

I) **Grant in Aid Update**

Recommendation: That the Grant in Aid report be received.

[2014 Grant in Aids.pdf](#)

J) **Gas Tax Update**

Recommendation: That the Gas Tax report be received.

[Gas Tax Agreement EA Committee.pdf](#)

7. LATE (EMERGENT) ITEMS

8. DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)

9. CLOSED (IN CAMERA) SESSION

10. ADJOURNMENT



Electoral Area Services

Minutes

Thursday, March 13, 2014
RDKB Board Room,
843 Rossland Ave., Trail, BC

Directors Present:

Director Ali Grieve
Director Linda Worley, via teleconference
Director Grace McGregor, via teleconference
Director Roly Russell, via teleconference
Director Bill Baird

Staff Present:

Elaine Kumar, Manager of Corporate Administration
Mark Andison, General Manager of Operations/Deputy CAO
Beth Burget, Financial Services Manager
Maria Ciardullo, Recording Secretary

CALL TO ORDER

Vice-Chair Grieve called the meeting to order at 4:30 p.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

March 13, 2014

Vice-Chair Grieve stated that a Medical Marijuana Notice of Intention and a discussion on April 2014 EAS meeting be added to the agenda, and it was;

Moved: Director Baird
Seconded: Director McGregor

That the March 13, 2014 Electoral Area Services Agenda be adopted as amended.

Carried.

March 13, 2014

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MINUTES

February 13, 2014

Moved: Director Baird
Seconded: Director Russell

That the February 13, 2014 Electoral Area Services Minutes be adopted.

Carried.

DELEGATIONS

UNFINISHED BUSINESS

Electoral Area Services Committee Memorandum of Action Items

Moved: Director McGregor
Seconded: Director Baird

That the Electoral Area Services Committee Memorandum of Action Items be received.

Carried.

NEW BUSINESS

JOHNSTON, Patrick and Donna

RE: MOTI Subdivision

15 Chase Road, Christina Lake, BC
Lot 2 and 3, DL 317, SDYD, Plan KAP88836
RDKB File: C-317-02595.845/850

Mark Andison, General Manager of Operations/Deputy CAO reviewed the application with the committee members and it was;

Moved: Director Worley
Seconded: Director Baird

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision for the properties legally described as Lot 2 & Lot 3, DL 317, SDYD, Plan KAP88836, be received and that the APC comments be provided to the Ministry.

Carried.

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SPAETH, James

RE: MOTI Subdivision

2865 Highway 33, Area 'E'

Lot A, DL 705, SDYD, Plan KAP63475

RDKB File: E-705-04005.075

Mark Andison briefly discussed the application with the Committee Members and it was;

Moved: Director McGregor

Seconded: Director Worley

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision for the property legally described as Lot A, DL 705, SDYD, Plan KAP63475, be received.

Carried.

SCOTT, Brian and Donna

RE: MOTI Subdivision

1775 Hulme Creek Road, Area 'E'

Lot A, DL 1145s, SDYD

RDKB File: E-1145s-04621.200

Moved: Director Russell

Seconded: Director Worley

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision for the property legally described as Lot A, DL 1145s, SDYD, be received.

Carried.

Notice of Intention to apply for Medical Marijuana License to Health Canada

Mark Andison reviewed this item with the Committee Members. He stated that these Notices of Intention to apply for a Medical Marijuana License is a requirement from Health Canada. The applicants need to inform Local Government of their intent, and it was;

Moved: Director Russell

Seconded: Director Baird

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That the Notices of Intention to apply for a Medical Marijuana License to Health Canada by Michael Fenwick-Wilson, Arlo Construction Ltd., Okanagan Natural Care Pharmaceuticals and Greenworks Farms be received.

Carried.

Rivervale Water and Street Lighting 2014-2018 Financial Plan

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Utility Service.

Moved: Director Baird
Seconded: Director McGregor

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Utility Service, be received.

Carried.

Moved: Director Worley
Seconded: Director McGregor

That the Electoral Area Services Committee recommend to the Finance Committee that the 2014-2018 Budget and Five Year Financial Plan for the Rivervale Water and Street Lighting Utility be included in the RDKB's overall Financial Plan.

Carried.

Columbia Gardens Water Supply 2014-2018 Financial Plan

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility.

Moved: Director Worley
Seconded: Director McGregor

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility, be received.

Carried.

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Moved: Director Worley
Seconded: Director Baird

That the Electoral Area Services Committee recommend to the Finance Committee that the 2014-2018 Budget and Five Year Financial Plan for the Columbia Gardens Water Supply Utility be included in the RDKB's overall Financial Plan.

Carried.

Electoral Area Administration

The Electoral Area Administration 2014 Budget was presented.

Moved: Director Worley
Seconded: Director Baird

That the Electoral Area Administration 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

Electoral Area Grant in Aid

The Electoral Area Grant in Aid 2014 Budget was presented.

Moved: Director McGregor
Seconded: Director Baird

That the Electoral Area Grant in Aid 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

House Numbering - Area 'D'

The House Numbering - Area 'D' 2014 Budget was presented.

Moved: Director Russell
Seconded: Director Baird

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That the House Numbering - Area 'D' 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

House Numbering - Area 'A' & 'C'

The House Numbering - Area 'A' & 'C' Budget was presented.

Moved: Director McGregor

Seconded: Director Worley

That the House Numbering - Area 'A' & 'C' 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

House Numbering - Area 'B'

The House Numbering - Area 'B' Budget was presented.

Moved: Director Worley

Seconded: Director McGregor

That the House Numbering - Area 'B' 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

House Numbering - Area 'E'

The House Numbering - Area 'E' Budget was presented.

Moved: Director Baird

Seconded: Director Russell

That the House Numbering - Area 'E' 2014 Budget and 2014-2018 Five Year Financial Plan be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

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Carried.

2014-2018 Financial Plans

The 2014-2018 Financial Plans were presented:

- Noxious Weed Control Area 'A' - Columbia Gardens
- Fire Protection Area 'C' - Christina Lake
- Big White Street Lighting
- Christina Lake Recreation Facilities
- Noxious Weed Control Areas 'D' & 'E'
- Noxious Weed Control Area 'C' - Christina Lake Milfoil
- Recreation Commission for Christina Lake
- Mosquito Control - Christina Lake Specified Area
- Boundary Museum Service
- Fire Protection - Grand Forks Rural Fire
- Grand Forks Community Centre
- Fire Protection Area 'E' - Beaverdell
- Big White Security Services
- Fire Protection Area 'E' - Big White
- Area 'C' Regional Parks and Trails
- Library - Specified Area 'E'
- Regional Parks & Trails Services - Area 'B'
- Economic Development - Area 'C'
- Regional Parks & Trails Services - Area 'D'
- Regional Parks & Service - Area 'E'
- Beaverdell Recreation Services-Specified Area 'E'
- Beaverdell Street Lighting
- Big White Noise Control Service
- Fire Protection - Greenwood Rural Fire Service
- Mill Road Sewer Collection Service

Moved: Director Worley

Seconded: Director Baird

That the 2014-2018 Five Year Financial Plans be referred to the Finance Committee with a recommendation that it be included in the overall Regional District of Kootenay Boundary 2014-2018 Financial Plan.

Carried.

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**Christina Gateway Community Development Association
RE: Gas Tax Application**

Director McGregor explained the application and stated it is to encourage the public to bike ride or walk instead of using their vehicle, and it was;

Moved: Director McGregor
Seconded: Director Worley

That the Christina Gateway Community Development Association's Gas Tax Application in the amount of \$20,000.00 regarding bike infrastructure be received.

Carried.

Moved: Director McGregor
Seconded: Director Worley

That the Christina Gateway Community Development Association's Gas Tax Application in the amount of \$20,000.00 regarding bike infrastructure be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

Grant in Aid Update

The Report was distributed to the Committee members, and it was;

Moved: Director Worley
Seconded: Director Russell

That the Grant in Aid report be received.

Carried.

April 2014 EAS meeting

Vice-Chair Grieve mentioned the date for the April 2014 EAS meeting is in conflict with the AKBLG which most Committee members will be attending. She suggested that the EAS meeting date be moved to another day or to cancel the meeting if there are not many items to discuss.

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Gas Tax Update

Moved: Director Baird
Seconded: Director Russell

That the Gas Tax report be received.

Carried.

LATE (EMERGENT) ITEMS

DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)

CLOSED (IN CAMERA) SESSION

ADJOURNMENT

Vice-Chair Grieve adjourned the meeting at 4:50 p.m.

Moved: Director Russell
Seconded: Director Baird

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**RDKB MEMORANDUM OF
COMMITTEE ACTION ITEMS
ELECTORAL AREA SERVICES COMMITTEE**

Action Items Arising from Electoral Area Services Committee Direction (Task List)

Pending Tasks

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Oct. 11/12	Bridesville Unsightly Premises	Staff to draft costs for potential Service Establishment Bylaw & To forward the draft unsightly premises bylaw to a solicitor	IP
Feb. 14/13	Boundary Ag Plan Implementation	Consider areas 'C' & 'D' OCP review recommendations; Consult with Area 'E' residents re: needs assessment survey recommendations; Have Agricultural capability maps available on the RDKB website;	IP

Tasks from Electoral Area Services Committee Meeting March13, 2014

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Mar. 13/14	Johnston – Road Closure	APC comments provided to Ministry	C
	2014-2018 Budgets & Financial Plans	Inclusion in overall financial plan	C
	Christina Gateway Dev. Assc.	Forward to Board for approval	C

FINACIAL PLAN ACTION ITEMS - 2014

Big White Fire Department

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
Hall Addition	\$650,000	May 2014	Oct 2014	
l pad Purchase	\$ 880.00	May 2014	May 2014	
Generator for E-2, 5000 watt	\$ 1,900.00	May 2014	May 2014	
3 Fire crew Pagers (upgrades)	\$ 1,500.00	May 2014	May 2014	
Forestry Backpacks, Hose, Fittings	\$ 2,500.00	May 2014	June 2014	
SCBA Cylinder Replacement	\$ 4,000.00	June 2014	June 2014	
SCBA Mask Replacement	\$ 1,800.00	June 2014	June 2014	
Paint Bay Floors and Overhead Doors	\$ 1,500.00	July 2014	July 2014	
2 Sets Turn out gear (replacement program)	\$ 6,090.00	July 2014	Sept 2014	
Purchase High volume, 2.5 & 1.3/4 hose	\$ 3,500.00	July 2014	Aug 2014	
Rescue Equipment, Impact Gun, Sockets, Blocking	\$ 6,000.00	July 2014	July 2014	

FINACIAL PLAN ACTION ITEMS - 2014

Beaverdell Fire Department

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
JIBC Training Program Enrollment / Exams	\$ 500.00	Feb 2014	Dec 2014	
Purchase Fax, Copy ,Scanner	\$ 360.00	March 2014	April 2014	
Purchase Gloves, Flash Hoods, Boots	\$ 1,500.00	March 2014	April 2014	
Apparatus pump inspection and test	\$ 5,000.00	April 2014	April 2014	
Apparatus Maintenance Program/ Review Fix	\$ 5,000.00	April 2014	May 2104	
Ground Lights and Flashlights	\$ 500.00	April 2014	April 2014	
Awards Night	\$ 1,000.00	May 2014	May 2014	
Hose replace upgrade	\$ 2,500.00	May 2014	June 2014	
Dry Hydrant Install	\$ 2,750.00	Aug 2014	Aug 2014	
Extrication Equipment Blocking	\$ 300.00	Aug 2014	Aug 2014	

NOTE

Any equipment purchases are to be done after the apparatus evaluation and upgrade costs have been determined by a certified mechanic. This will ensure that the apparatus has been inspected and is in working order. The inspections to be done are in addition to the Commercial Vehicle Inspections, this will confirm the operational readiness of the fire apparatus equipment (pumps) are serviced and working, to ensure the safety of the members.

FINACIAL PLAN ACTION ITEMS - 2014

Area 'C' Regional Parks and Trails

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
Fleet Vehicle Purchase	\$22,000	25 Mar 2014	15 April 2014	
Feasibility Study doe Pedestrian Bridge	\$25,000	1 April 2014	30 September 2014	
Larson Road Boat Launch Upgrade	\$20,000	1 April 2014	31 July 2014	

FINACIAL PLAN ACTION ITEMS - 2014

Recreation Commission for Christina Lake

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
Triathlon	\$7500	1 April 2014	30 June 2014	

FINANCIAL PLAN ACTION ITEMS - 2014

Christina Lake Recreation Facilities

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
CLCA Projects	\$19,400	1 April 2014	30 September 2014	
Fitness Park	\$ 7,000	1 April 2014	31 May 2014	
Chamber of Commerce	\$ 8,500	1 April 2014	31 August 2014	

FINACIAL PLAN ACTION ITEMS - 2014

Rivervale Water and Street Lighting

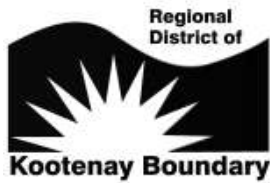
PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
Engineering Study for Future System Upgrades	\$15,000	June 2014	December 2014	
Chlorine Building On Line Filter Project	\$55,000	November 2013	April 2014	

FINACIAL PLAN ACTION ITEMS - 2014

CHRISTINA LAKE FIRE RESCUE

PROJECT	ESTIMATED VALUE	ESTIMATED COMMENCEMENT DATE	ESTIMATED COMPLETION DATE	UPDATE (If not completed before Sept./14)
Painting Exterior of Fire Hall on the Office portion	\$1000.00`	September 2014	September 2014	
Replace Interior /Exterior lighting on Firehall to Upgrade to LED and low wattage lighting	\$2000.00	March 2014	April 2014	
Emergency repairs and subsequent upgrades to Main Fire Hall Doors including a regular maintenance schedule	\$3,000.00	February 2014	March 2014	
Replace two portable radio's and general service to existing radio equipment. Including install base station on Fife Road and new hands free system in Engine one.	\$4,000.00	February 2014	April 2014	
Replacement Turn Out Gear (complete) X2	\$3,600.	May 2014	July 2014	
Auto Extrication Training (Trainer to our Hall)	\$3,000.	September 2014	September 2014	
First Responder Recertification Training for members	\$2,000,	February 2014	March 2014	
Fire Chiefs Convention and Training Victoria For Chief and Deputy Chief including flight and Accommodation	\$4,000.	June 2014	June 2014	
Pump Inspection and Service Engines 1, & 2	\$3,000.	January 2014	January 2014	
Firefighter Flashlights and Batteries	\$2,000.	January 2014	September 2014	
Medical Oxygen Bottle Refills	\$1,000.	January 2014	September 2014	
SCBA Breathing Apparatus Testing and	\$2,000.	March 2014	September 2014	

Maintenance including Air Sample Testing				
Drinking Water	\$1,000.	March 2014	September 2014	
Vehicle Safety Inspections, Engine one, Engine Two, Tender Four, Rescue Six	\$3,000.	September 2014	September 2014	
Vehicle Insurance, E1, E2, E3, T4, R5, R6, C1	\$7,500.	December 2014	December 2014	
Repair/Replace Nozzles X4	\$3,000.	May 2014	Sept. 2014	
Annual Defibrillator Service and Maintenance contract	\$1,000.	September 2014	Sept. 2014	
Janitor Cleaning Service Fire Hall	\$2,600.	January 2014	December 2014	
Firefighter Extended Medical Dental Program for all Volunteers	\$31,000.	January 2014	Dec. 2014	
Purchase 2 SCBA Masks for new members	\$1,000.	March 2014	March 2014	
Attend Training Chilliwack July 4-9 train the trainer Session	\$2,000.	July 2014	July 2014	



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2014

Zoning Amendment			
Applicants: Ken Smith		File No: D-3231s-07116.084	
Location: 6015 Athelston – Hartford Road, Area 'D'			
Legal Description: Lot B, DL 3231S, SDYD, Plan 32523		Area: 9.34 ha (23.06 acres)	
OCP Designation: Rural Resource	Zoning: Rural Resource 1 (RUR1)	ALR status: Out	DP Area: None
Contact Information: Ken Smith 6015 Athelston-Hartford Road Grand Forks, BC V0H 1H5 250-442-3260			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The applicant has submitted an application to amend the Area 'D' zoning bylaws to permit him to operate a kennel on this rural parcel northwest of Grand Forks (*see Site Location Map*).

HISTORY / BACKGROUND FACTORS

The applicant owns a 9.34 ha parcel northwest of Grand Forks. The parcel is designated 'Rural Resource' in the Area 'D' OCP and is zoned 'Rural Resource 1' (RUR1) in the Area 'D' Zoning Bylaw. The parcel is not in the ALR. In Area 'D', kennels may be permitted on RUR 1 parcels by rezoning, if the Board is satisfied that any potential concerns are adequately addressed.

PROPOSAL

The applicant requests a bylaw amendment to rezone his property to permit him to operate a kennel. His business plan, the layout of the operation, and why he believes the proposal will not impact neighbouring properties is provided in the application (*see Applicants' Submission; Ortho Photo*).

IMPLICATIONS

Section 313 of the Area 'D' Zoning Bylaw provides:

313. Kennels and Animal Shelter Uses

1. *Kennels and Animal Shelters, or either, may be permitted on lands within the following zones only by way of rezoning:*
 - (a) *Rural Resource 1 (RUR1) Zone,*
 - (b) *Agricultural Resource 1 (AGR1) Zone, or*
 - (c) *Agricultural Resource (AGR2) Zone*

if the Regional District of Kootenay Boundary considers it is in the public interest to approve such a rezoning.
2. *In considering the merits of a proposed rezoning application under paragraph 1, the Board will consider:*
 - a) *the proximity of the proposed facility to other land uses with which it may not be compatible;*
 - (b) *potential noise and visual impacts; and*
 - (c) *other matters as the Board may consider to be relevant.*

A "kennel" is defined in the Zoning Bylaw as:

KENNEL means a building, structure, compound or group of pens or cages where dogs, cats, other domestic pets, or exotic pets are, or are intended to be, trained, cared for, bred, boarded or kept for commercial purposes.

As noted, the applicant believes that the large lot, wooded and fairly secluded, combined with the pens being far away from any neighbouring properties will result in no neighbours being adversely impacted by the operation (*see Ortho Photo*). In fact, he suggests the neighbours support the proposal.

The applicant suggests that the parcel size exceeds the necessary requirements in the zoning regulations. Area 'D' has no size requirements for kennels. Area 'C' has setback distances for kennels and animal enclosures, which may be what the applicant is referring to. Nonetheless, it is noted that the applicant has a large parcel, and the kennel and enclosure areas are a considerable distance from the neighbouring parcel

boundaries, which is part of the criteria the Board considers in reviewing kennel rezoning applications.

REFERRALS

As this parcel is near Highway 3, the application has been referred to the Ministry of Transportation and Infrastructure.

APC COMMENTS

The Area 'D' APC supports the application. They provided the following comments:

After a discussion focused on location, buffer zones and proximity to neighbours, it was:

Moved Behrens, seconded MacAllister that the APC supports this application for rezoning. Carried.

RECOMMENDATION

That the staff report regarding the application submitted by Ken Smith to amend Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel and animal shelter use on the property legally described as Lot B, DL 3231S, SDYD, Plan 32523, be received.

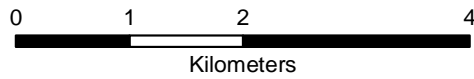
That the application submitted by Ken Smith to amend the Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel and animal shelter use on the property legally described as Lot B, DL 3231S, SDYD, Plan 32523, be supported AND FURTHER that staff be directed to draft an amending bylaw for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed zoning bylaw amendment.

ATTACHMENTS:

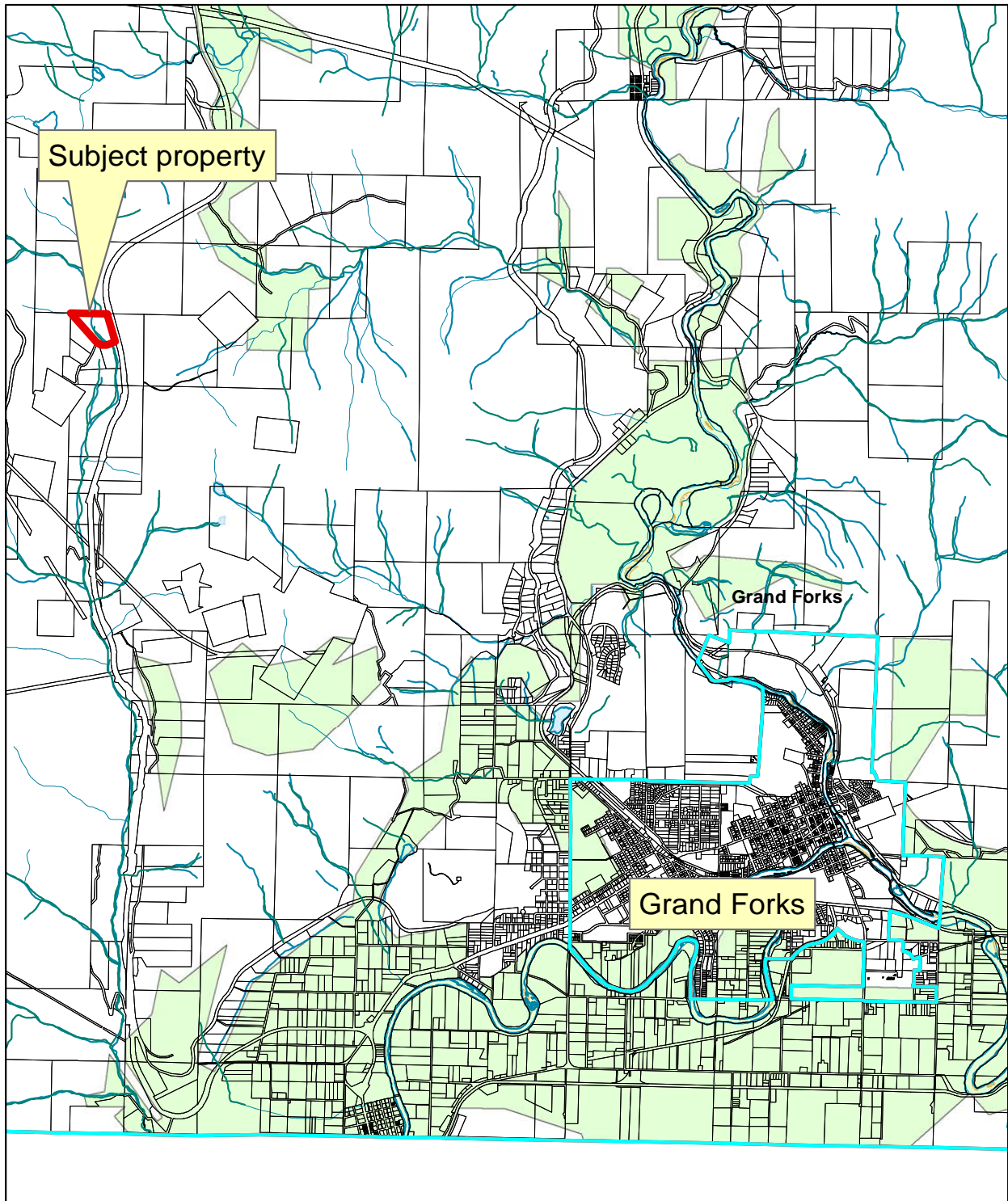
Site Location Map

Applicants' Submission

Ortho Photo



Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicant's Submission

Kenneth Smith

6015 Athelston-Hartford Rd
Grand Forks BC

Regional District of Kootenay Boundary

It is my intent to operate a licensed commercial dog kennel, located west of Grand Forks BC, on my 38 acre property. To do this I will need to rezone as I live in Area D.

My property exceeds the necessary requirements as described in the zoning regulations. The nearest property line is east to the highway off of my outside dog enclosure at 83 meters. The driveway runs south to Athelston-Hartford Rd and measures 130 meters. My west and northern boundaries are even further. This parcel is secluded and primarily wooded.

The kennel measurements are 59' X 20" accommodating 18-20 ^{dogs} west of the outside enclosure. Seasonally dogs will be confined to the interior space

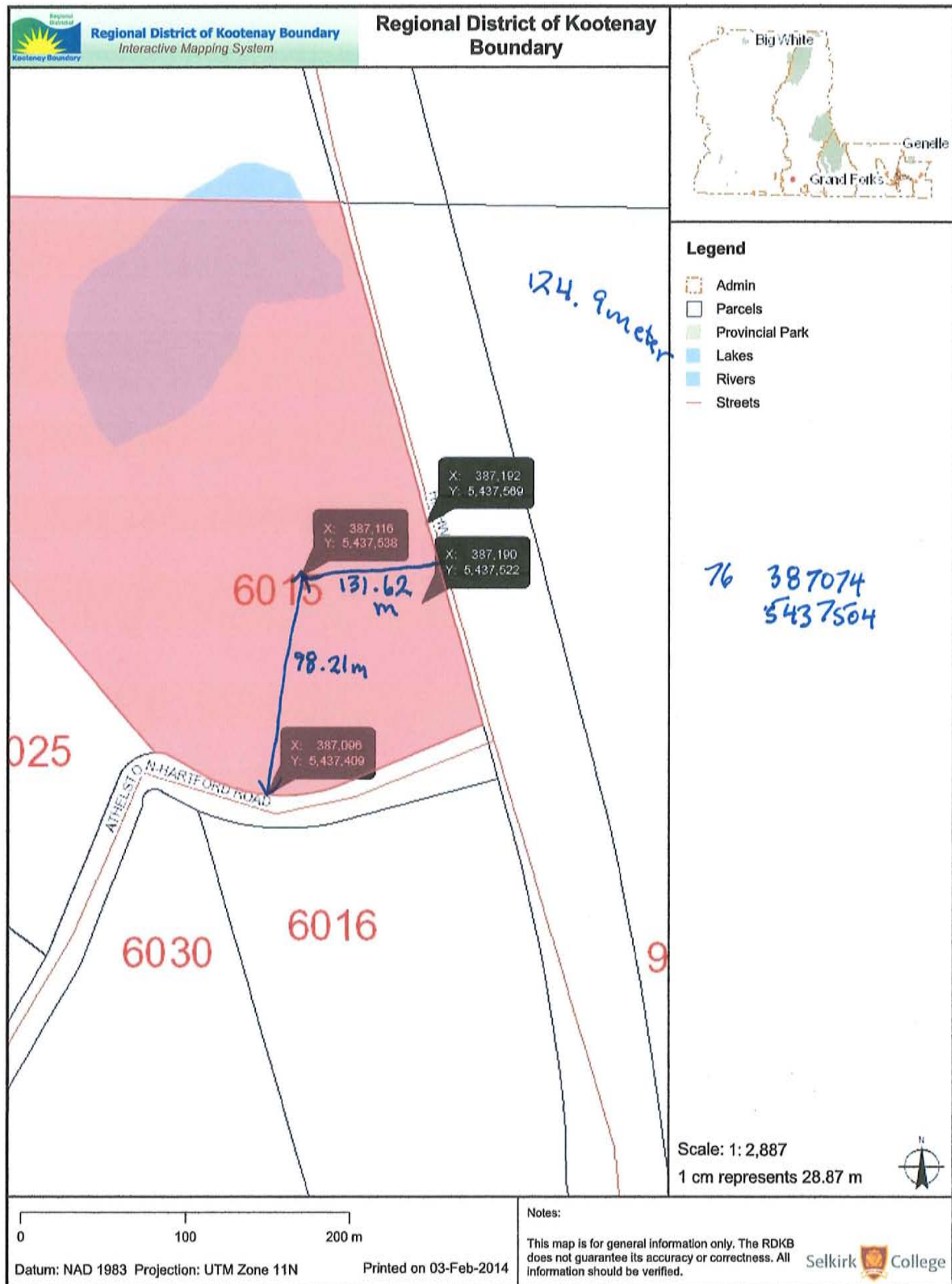
- Summer 5am – 9pm
- Winter 7am – 7pm

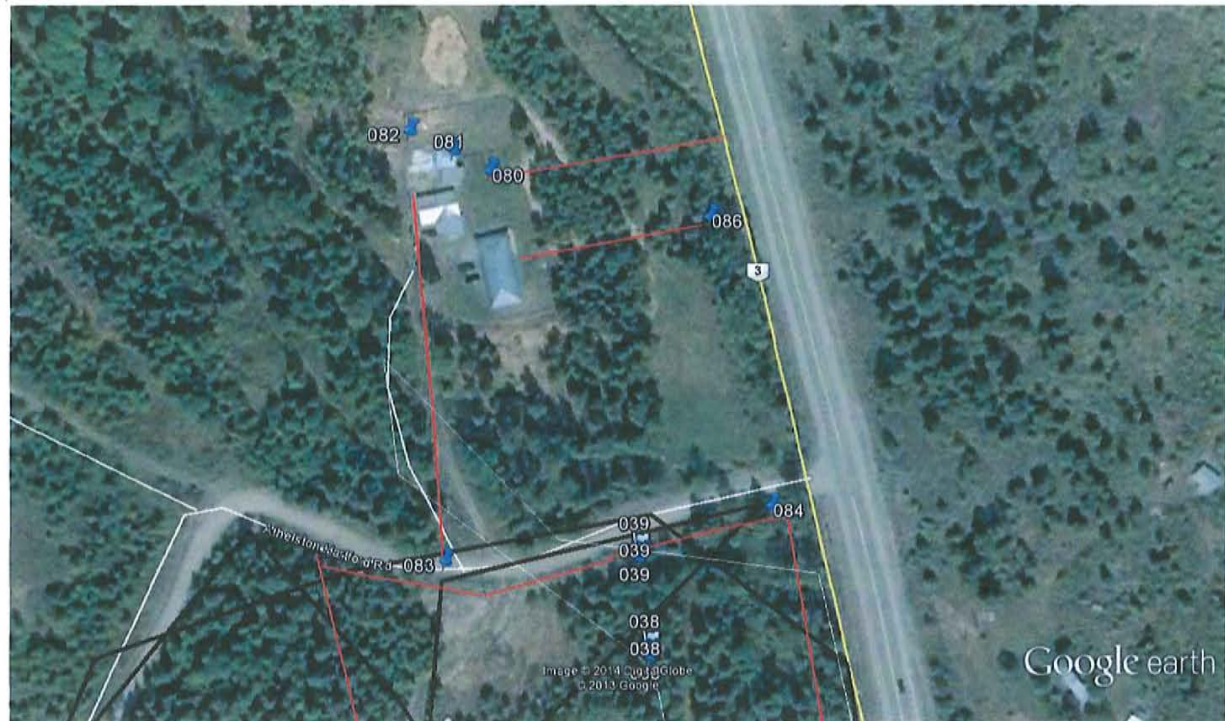
All waste will be disposed of in compostable bags at the Regional Landfill.

I believe I have the support of my neighbors with regards to operating this type of facility.

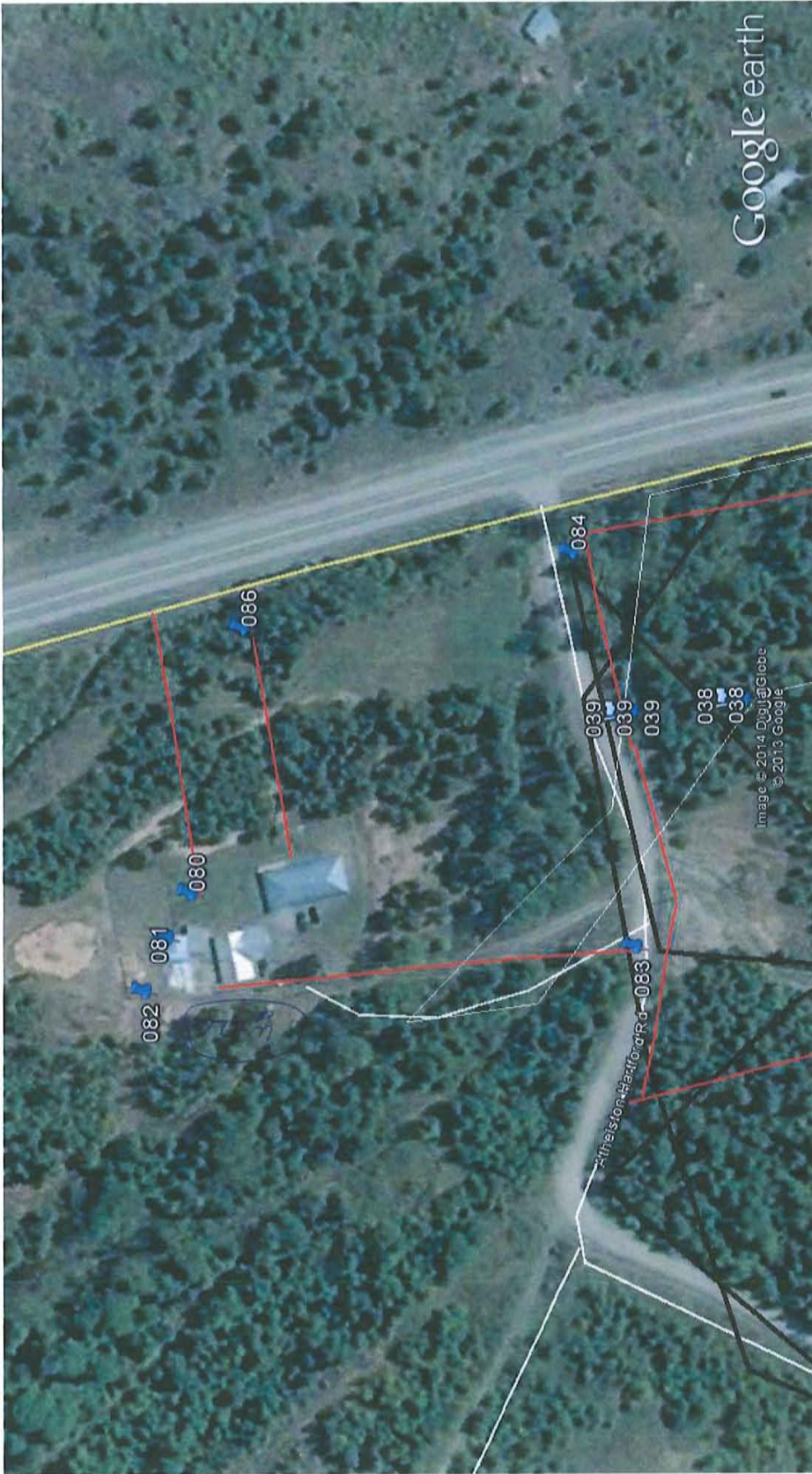


Applicant's Submission





Applicant's Submission



Applicant's
Submission

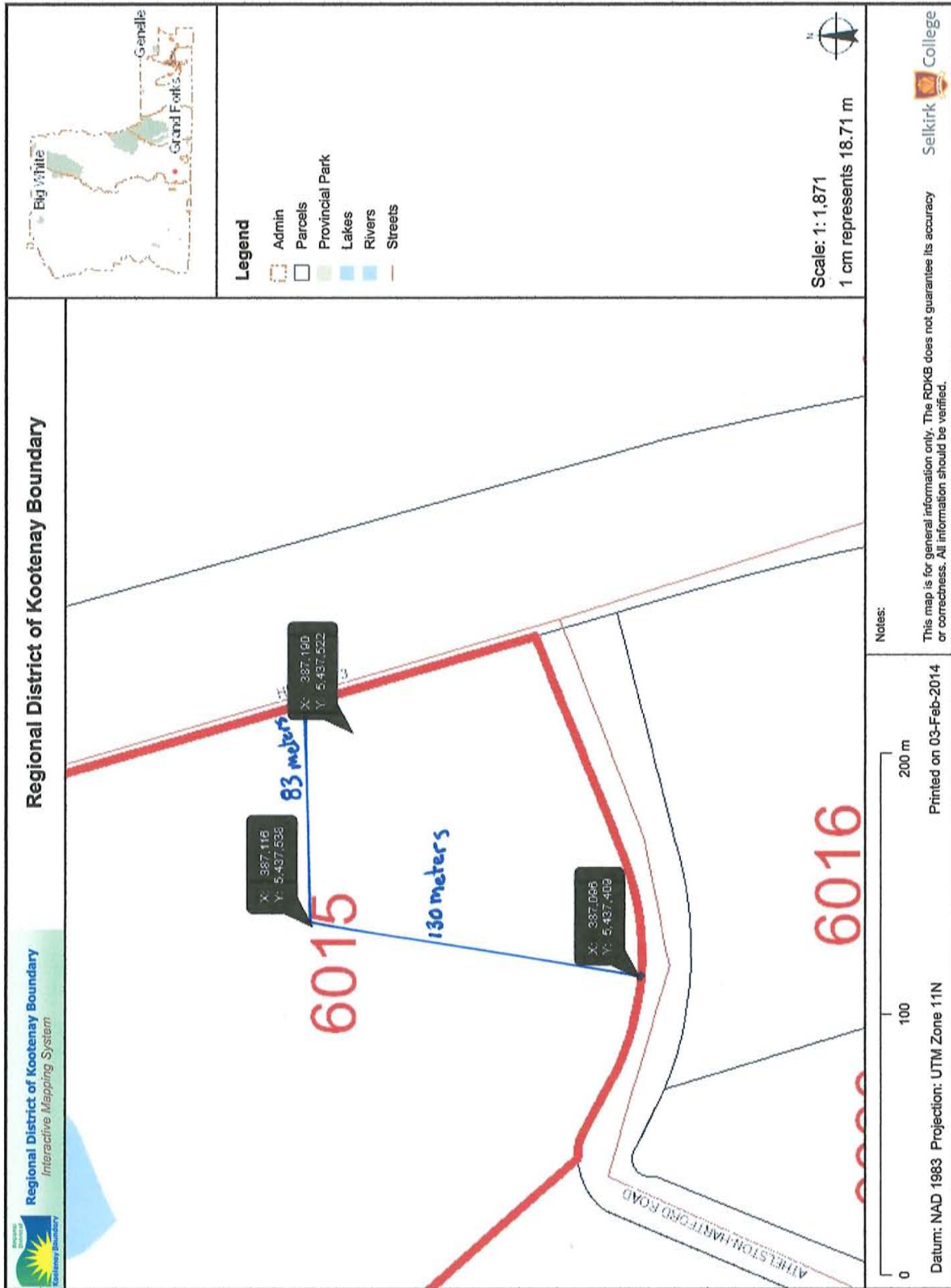
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Applicant's Submission

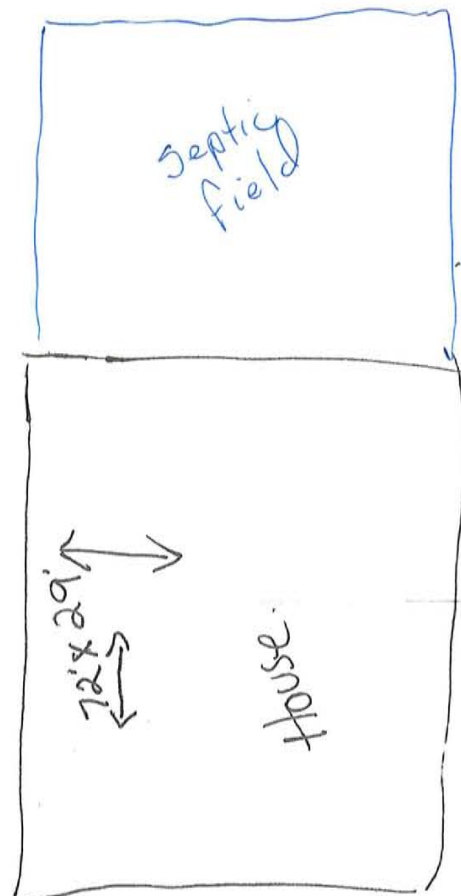
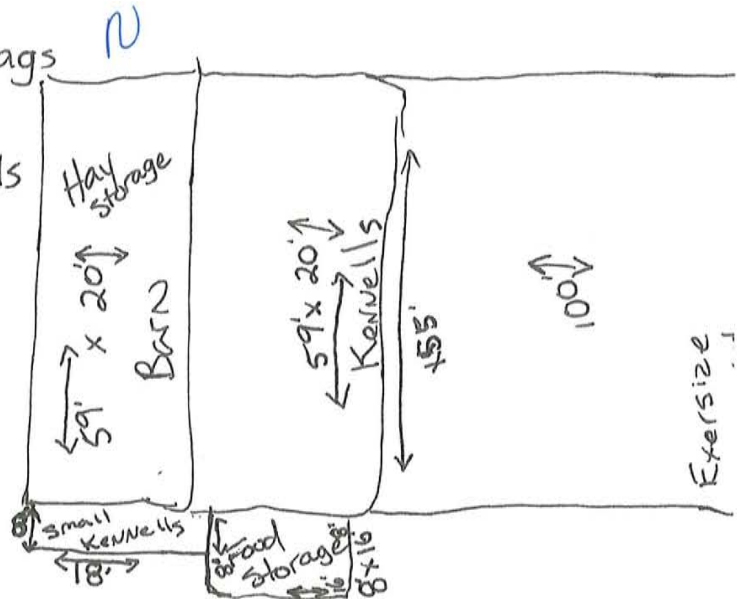


Waste is put in Compostable bags
and taken to the land-fill.

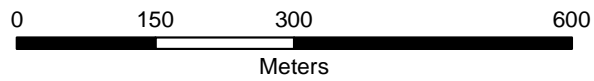
Maximum accomadations ¹⁸⁻²⁰ 15 Kennells
Well

JK Kennells
6014 Athelston-Hartford RD
GRAND Forks B.C.
VOH-1H5

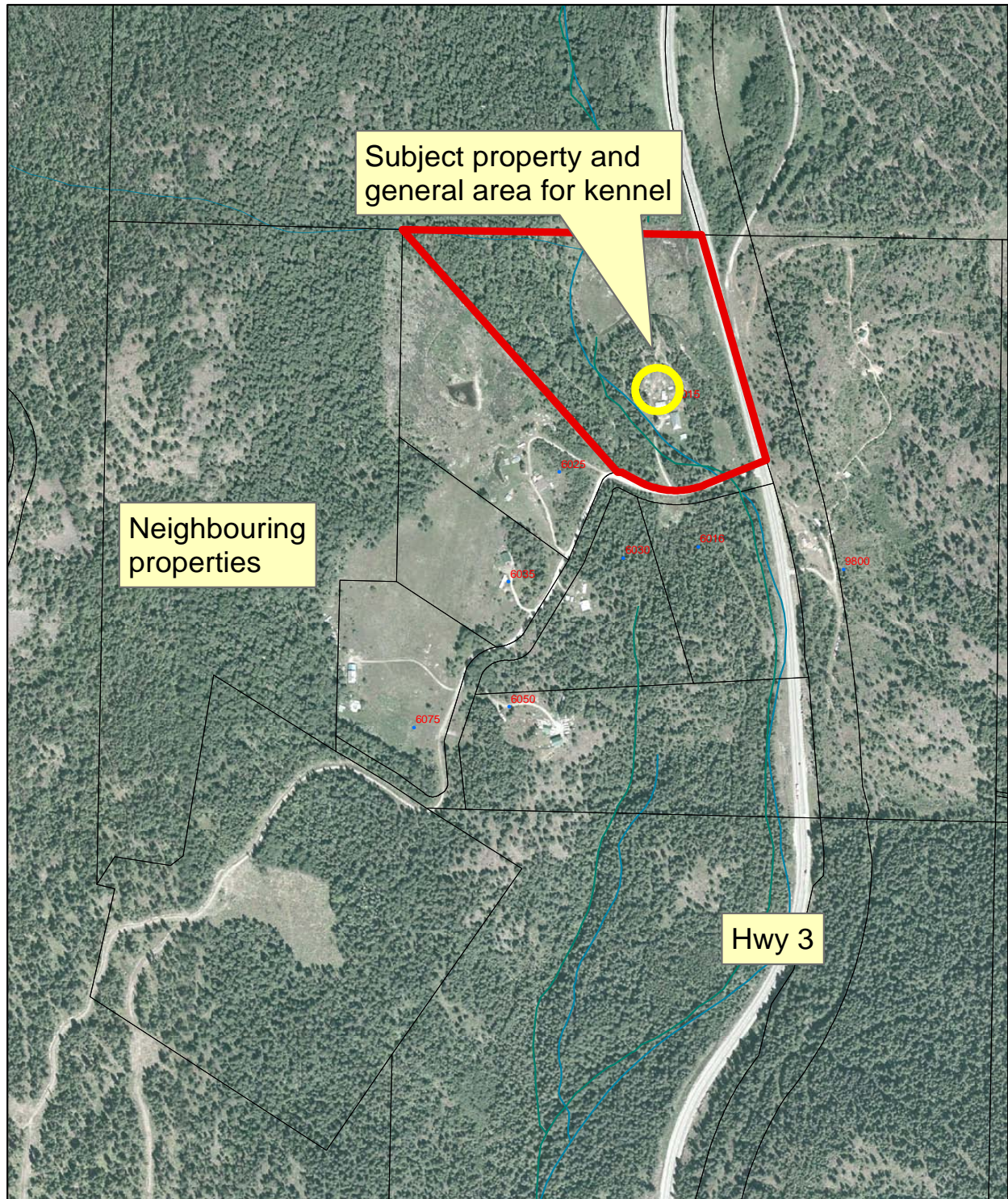
250-442-8238



Applicant's Submission



Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2014

Development Variance Permit			
Owner: Karla and Neil Wilkinson		File No: D-453-03912.050	
Location: 6280 York Road, Grand Forks			
Legal Description: Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. # 96553			Area: 1 acre (.4 ha)
OCP Designation: Residential Serviced A	Zoning: Residential 1 (R1)	ALR status: No	DP Area: none
Contact Information: Neil Wilkinson 6280 York Road Grand Forks, BC V0H1H2 (250) 442-5389			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

Karla and Neil Wilkinson have applied for a Development Variance Permit to construct an accessory building above height on a rural residential lot just outside Grand Forks. They seek a height variance of 0.8m, from 5.0m to 5.8m (2½', from 16' 6" to 19').

HISTORY / BACKGROUND FACTORS

The subject property is located at 6280 York Road (*see Site Location Map*). The property is designated 'Residential Serviced A' in the Area 'D' OCP and zoned 'Residential 1' (R1) in the Area 'D' Zoning Bylaw.

PROPOSAL

The applicants want to build a large garage at the back of their property on York Road. It will be a 40' x 50' structure, 19' high, near the southeast corner of the lot. They wish to park their motor home inside. To accomplish this they request a height variance.

Page 1 of 3

\\hub1.ad03.rdkb.local\plan\PD\EA_'D'\D-453-03912.050 Wilkinson\EAS\Apr_ D_
DVP_Wilkinson_EAS.docx

They will use remainder of the floor area for storage and a work shop. The building floor area is not an issue in this application.

The requested variance is:

- Height variance for an accessory building of 0.8m (from 5.0m to 5.8m)

IMPLICATIONS

In considering applications for Development Variance Permits, the RDKB generally considers whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

On hardship, the applicants state the height is necessary to allow them to park their motor home inside. The top of the door would almost be to the permitted height for an accessory building, thus the peak of the building would be higher than permitted. The building will also be used to store 2 cars, gardening equipment and will include a workshop area. The space is needed as they have no basement and they want indoor storage for seasonal items, plus a work area (*see Applicants' Submission*).

The building will be near the southeast corner of the parcel. They suggest that storing the vehicles and goods in this building in this location will improve the development as it is somewhat out of the way and storing these items out of sight provides a more orderly look to the property. They suggest there will be no adverse impact, as this location is secluded and should not hinder neighbouring properties (*see Ortho Photo*).

Regarding negative impacts to neighbouring properties, if the application proceeds further, letters will be sent to neighbouring property owners advising them of the proposal and providing opportunity for comment.

APC COMMENTS

The Area 'D' APC provided the following comments:

Questions were asked regarding type of foundation and its ability to withstand the extra weight of the added height, approximate percentage of property being covered and clarification of neighbouring structures visible on the ortho photo. There was also discussion regarding potential for the structure to be used commercially in the future.

After clarifying that the neighbouring property owners would be notified and allowed input it was agreed that:

If the neighbouring property owners have no concerns with the height variance, then the APC has no concerns.

RECOMMENDATION

That the staff report regarding the application for a Development Variance Permit submitted by Karla and Neil Wilkinson for the property legally described as Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. # 96553, be received.

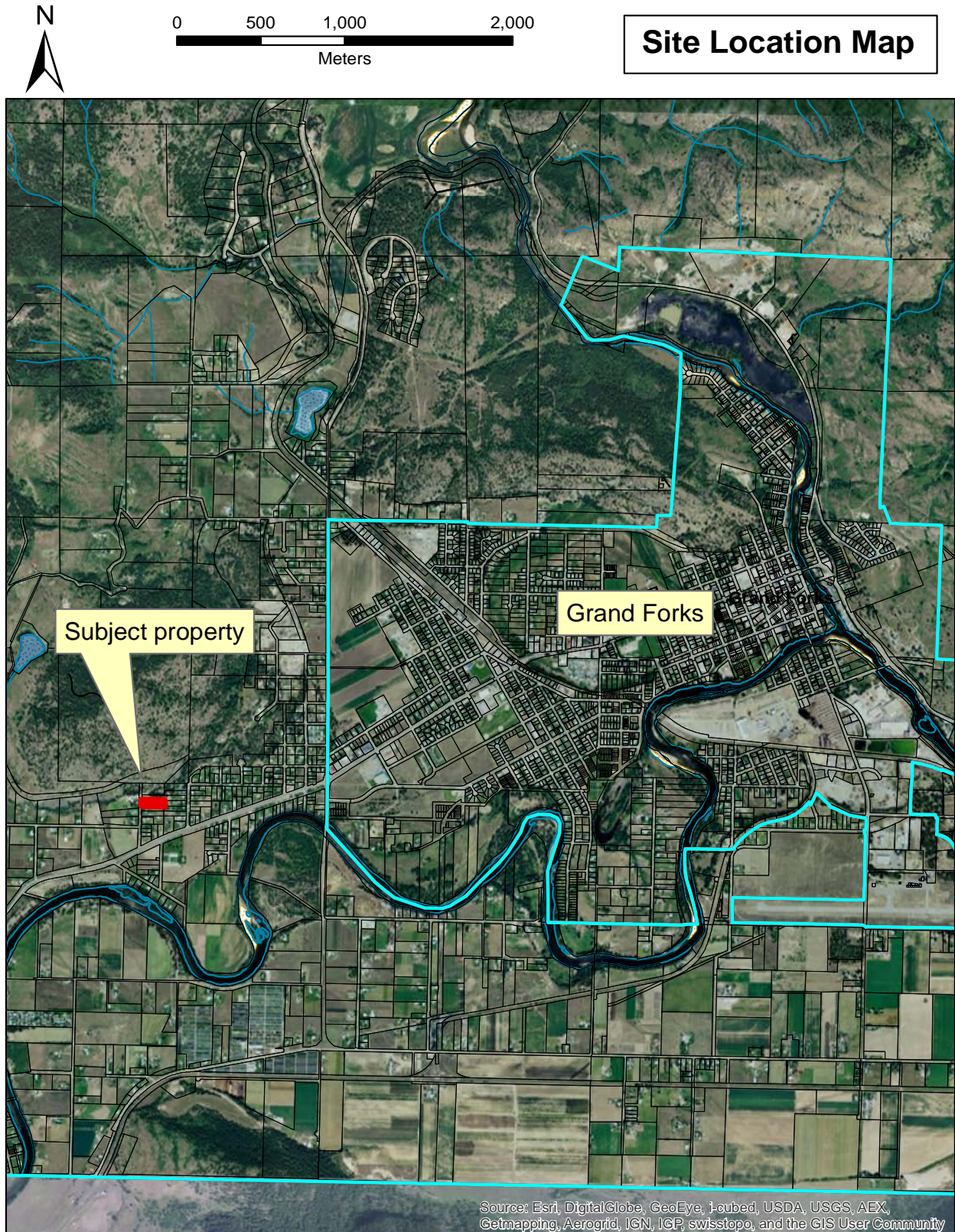
That the application for a Development Variance Permit submitted by Karla and Neil Wilkinson, for an increase in height of 0.8 metres (from 5.0 metres to 5.8 metres), to build an accessory building, for the property legally described as Lot 60, Plan KAP8515, SDYD, Manufactured Home Reg. # 96553, be presented to the Board for consideration with a recommendation of support.

ATTACHMENTS


Site Location Map

Applicants' Submission

Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N

	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
	RDKB Main Office 202-343 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2668	Toll Free: 1-877-520-7352 Email: plandept@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

- (a) ☐ Zoning Amendment Only
- (b) ☐ Zoning & Official Community Plan Amendment
- (c) ☐ Official Community Plan Amendment Only
- (d) ☐ Development Permit
- (e) ☐ Development Permit Amendment
- (f) ☒ Development Variance Permit
- (g) ☐ Temporary Use Permit
- (h) ☐ Temporary Use Permit Renewal
- (i) ☐ Site-specific exemption to Floodplain Bylaw
- (j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application	\$1000.00	+ \$100.00 Sign Fee
Type (b) application	\$1200.00	+ \$100.00 Sign Fee
Type (d) application for construction value exceeding \$4000.00	\$200.00	
Type (d) application for construction value under \$4000.00	\$50.00	
Type (e) application	\$50.00	
Type (f) application	\$450.00	+ \$100.00 Sign Fee
Type (g) application	\$650.00	+ \$100.00 Sign Fee
Type (h) application	\$200.00	
Type (i) application	\$200.00	
Type (j) application	\$1,000.00	

**Please make all cheques payable to *The Regional District of Kootenay Boundary*

DEVELOPMENT PROPOSAL SIGN FEE

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of \$100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded \$70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing	\$500.00
If type (b) application is denied before public hearing	\$600.00
If a Development Proposal Sign is returned in good condition	\$70.00

**Fees for application types (d), (e), (f), (g), (h) and (i) are non refundable

Name(s) of registered owner(s): KARLA & NEIL WILKINSON

Address: 6280 YORK ROAD, GRAND FORKS, B.C. V0H 1H2

Telephone/Fax: 250-442-5389 Email: neka620@hotmail.com Land Area in ha 1.68

Legal description of land under application: LOT 60, PL 8575, BL 453

REGIONAL DISTRICT OF KOOTENAY BOUNDARY FILE # <u>D-453-03912.050</u> MAR 13 2014 DOC # REF. TO: <u>M.C.</u> CC:	Page 1 of 4
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Should the property owners elect to have someone act on their behalf in submission of this application, the following Agent's Authorization section must be completed.

AGENT'S AUTHORIZATION

I, _____ hereby authorize _____ to act on my behalf in respect of this application.

Name of Authorized Agent: _____

Address of Agent: _____

Telephone/Fax: _____ Email: _____

_____ Date: _____

Signature of Owner

The following Declaration should be completed **ONLY** if the subject property **HAS NOT** been used for industrial or commercial activity as defined on the attached Contaminated Sites Regulation Schedule 2.

DECLARATION PURSUANT TO THE ENVIRONMENTAL MANAGEMENT ACT

I, KARLA + NEIL WILKINSON, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge, been used for industrial or commercial activity as defined in the list of "Industrial and Commercial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 40.1 or any other section of the *Environmental Management Act*.

R.M. Wilk (Mrs) B. Wilkinson March 12, 2014
Signature Date

Please submit this application form to our office(s) with appropriate fees and supporting information (page 2).

NOTE: Should the subject property have been used for the purpose of any category listed on **Schedule 2**, a Ministry of Environment **Site Profile** form **Schedule 1** (available from Regional District offices in Trail and Grand Forks or on the RDKB web site www.rdkb.com) must be completed and submitted to our offices with this Application form and the appropriate RDKB fees.

I, the undersigned, hereby certify that the information provided with respect to this Regional District of Kootenay Boundary application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

R.M. Wilk (Mrs) B. Wilkinson March 12, 2014
Signature of Owner Date

****Applicants are entitled to appear before the Electoral Area Advisory Planning Commission and the Planning and Development Committee to explain the nature of their request. Should the applicant choose to exercise this option it is their responsibility to contact the Electoral Area Advisory Planning Commission Chairperson, or the RDKB Planning and Development Department Secretary, as is appropriate, with respect to meeting schedules and procedures. As a final option, the applicant may also choose to appear before the full RDKB Board of Directors to explain the nature of their request. Appearances before both the Planning and Development Committee and the Board of Directors require written notification at least one week prior to the scheduled meeting. Information as to RDKB meeting schedules may be obtained on the RDKB web site www.rdkb.com or by calling the Regional District of Kootenay Boundary Trail office.**

Please explain your reasons for requesting this application, and please also describe in detail your development proposal (use space provided on the back of this form, or attach a separate sheet of paper if needed):

We are applying for a development variance of 5.8m. in height. We would like to put a garage up for our motor home which requires a 4.27m door that would make the peak between 5.5m - 5.8m depending on the thickness of the cement floor. Also we have 2 cars, gardening equip. a workshop area and as we have no basement we require inside storage for seasonal items.

SUPPORTING INFORMATION REQUIRED

In support of your application, please answer the following questions:

- | | YES | NO |
|----------------------------------------------------------------------------|----------------------------------|----------------------------------|
| 1. Are there any Restrictive Covenants registered on the subject property? | <input type="radio"/> | <input checked="" type="radio"/> |
| 2. Are there any registered Easements over the subject property? | <input type="radio"/> | <input checked="" type="radio"/> |
| 3. Is there legal and practical road access to the subject property? | <input checked="" type="radio"/> | <input type="radio"/> |

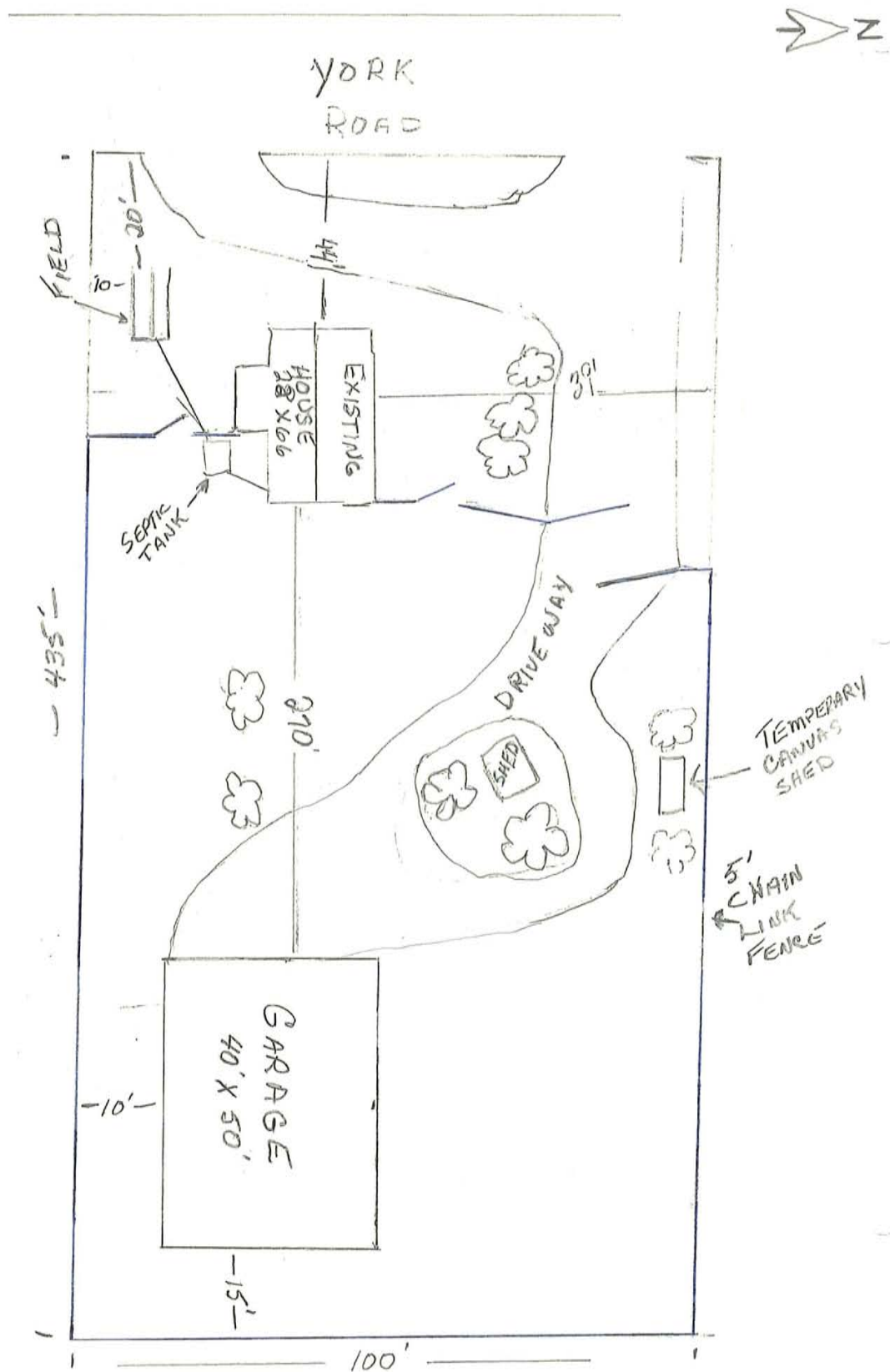
**The following information is also required (failure to do so may delay or jeopardise the application):

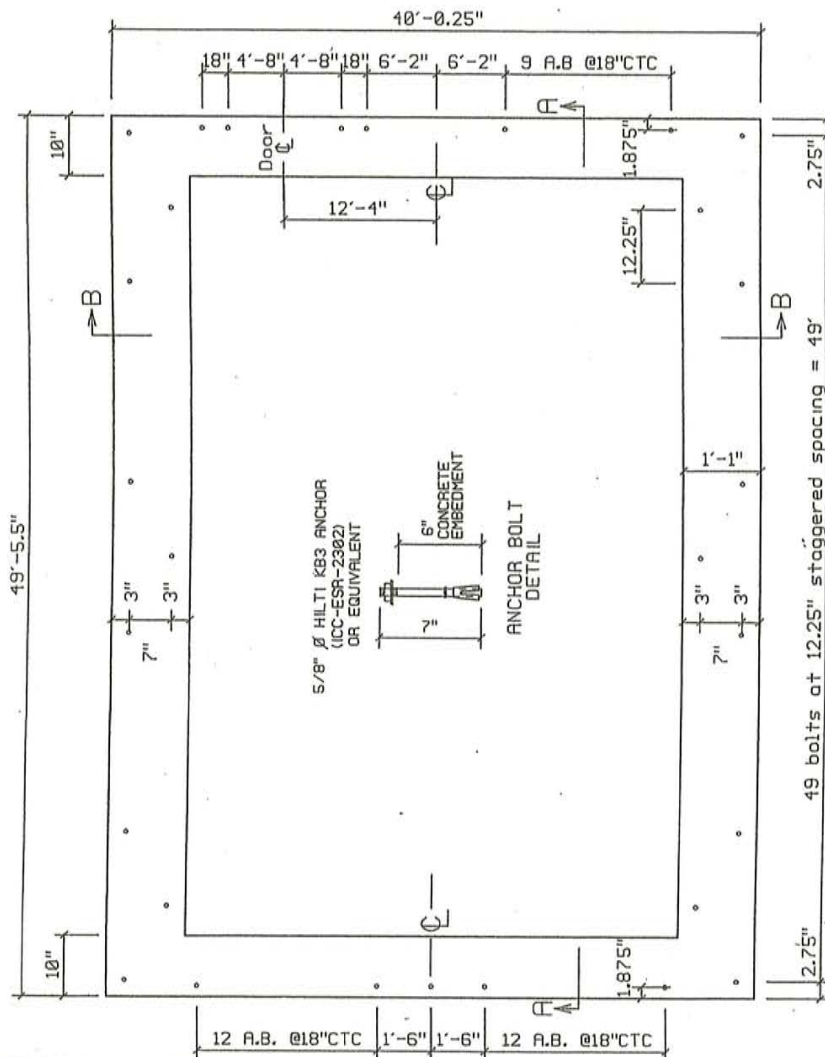
1. A copy of the Certificate of Title or recent Tax Assessment notice for the subject property or properties;
2. A plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:
 - the legal boundaries and dimensions of the subject property;
 - boundaries and dimensions of any proposed lots (if subdivision is being proposed);
 - the location of any physical or topographic constraints on the subject property (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
 - the location of permanent buildings and structures on the subject property;
 - the location of any proposed buildings, structures or additions thereto;
 - the location of any existing or proposed access roads, driveways, screening and fences;
 - the proposed method of sewage disposal and the location of any existing and/or proposed septic tank, tile field, sewer line or similar, and water sources (well or community water service pipe location); and
 - the location of any earthworks/grading and/or proposed landscaping on the subject property.
3. Application types (d) and (i) only: A copy of a professional's report which addresses relevant development permit guidelines may be required. Please consult the Regional District Planning and Development Department if you are unsure about this requirement.
4. Additional material, or more detailed information may be requested by the Regional District upon reviewing your application.

If the Regional District believes it to be necessary for the property boundaries and the location of improvements thereon to be more accurately defined due to uncertainty over natural boundaries of watercourses or other reasons, a sketch prepared by a British Columbia Land Surveyor may be required. The voluntary submission of such a sketch may prevent a possible delay in processing the application.

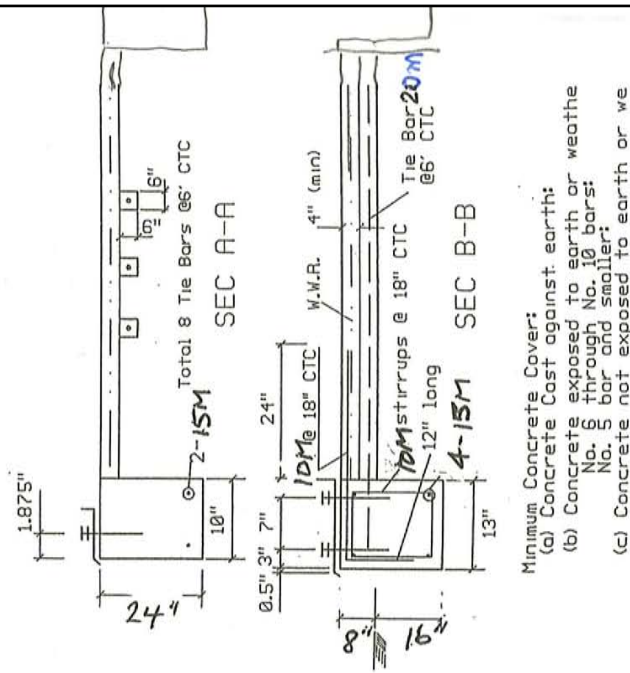
Please use this additional space to explain your reasons for requesting this application and to describe your development proposal.

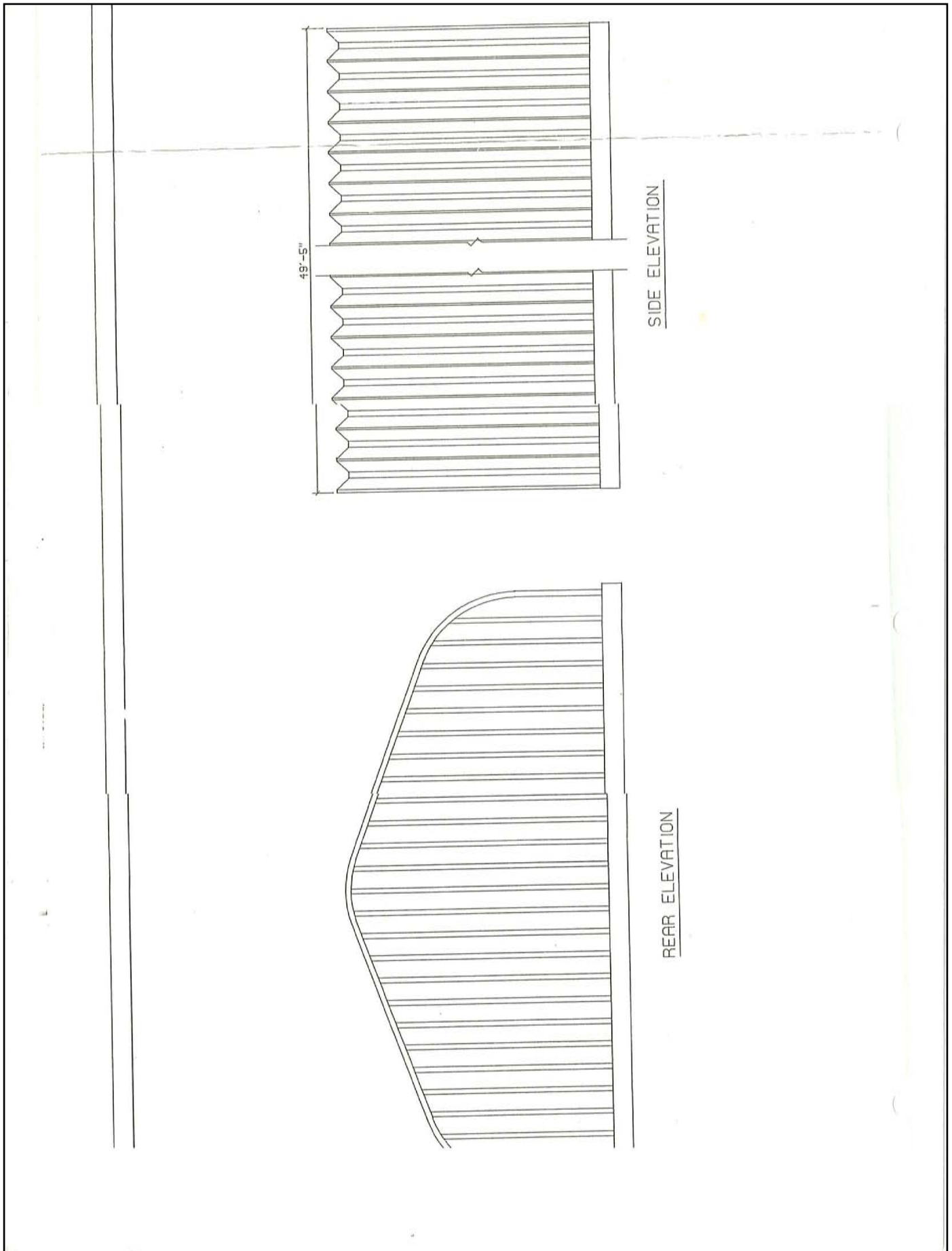
The location of the garage will be in SE corner along the inside property line, allowing for the required set backs.

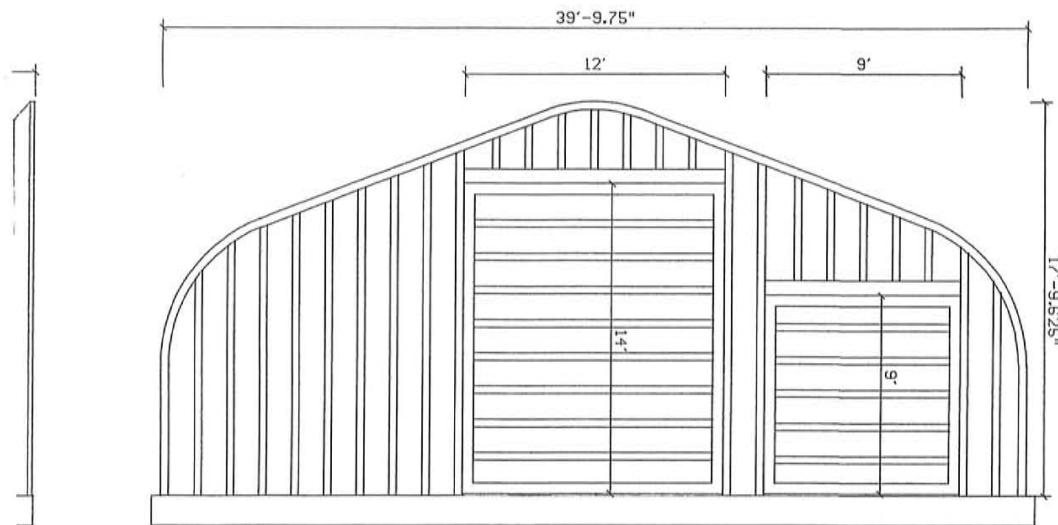




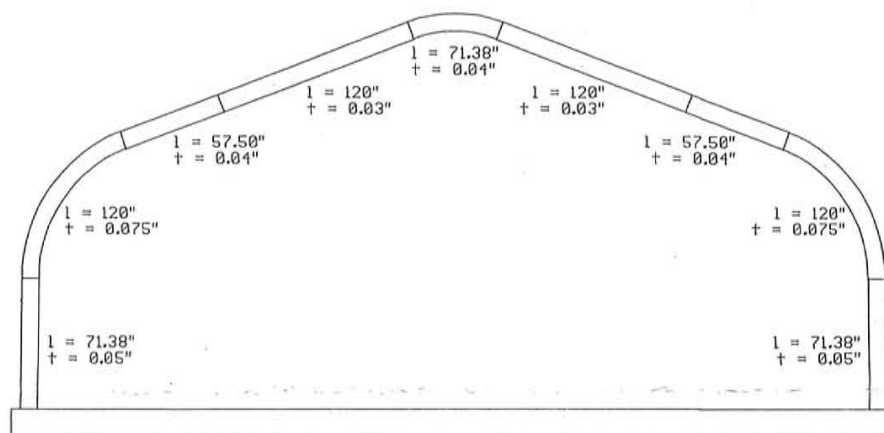
FOUNDATION PLAN







FRONT ELEVATION



ARCH PROFILE

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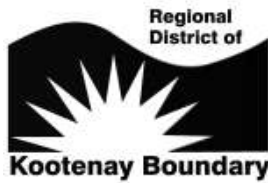
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Electoral Area Services Committee Staff Report

Prepared for meeting of April 2014

Development Variance Permit			
Owner: Cindy Milford		File No: C-317-00299.020/00293.000	
Agent: Keith Williams			
Location: 73 Sandner Road, Christina Lake			
Legal Description: Parcel D Block 17, DL 317, SDYD, Plan KAP50		Area: 669 m ² (0.16 acre)	
OCP Designation: Residential	Zoning: Single Family Residential 1 (R1)	ALR status: No	DP Area: none
Contact Information: Keith Williams 412 Butchart Drive Edmonton, AB T6R 1P8 Ph: 780-430-7357 cwilliams@nexthrsolutions.ca			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

Cindy Milford, through her agent, has applied for a Development Variance Permit to construct an accessory building (garage) with a carriage house on a residential parcel at Christina Lake. She seeks a height variance from 4.6m to 7.62m, variances from the rear parcel line and the exterior parcel line setbacks, and a variance relaxing the 33% parcel coverage limitation.

HISTORY / BACKGROUND FACTORS

The subject property is located at 73 Sandner Road (*see Site Location Map*). The property is designated 'Residential' in the Area 'C' OCP and zoned 'Single Family Residential 1' (R1) in the Area 'C' Zoning Bylaw.

This is a small residential lot. There is an old dwelling and old accessory building on the parcel that have been there for years. The applicant wants to enlarge the accessory building (both vertically and horizontally), and place a carriage house (secondary suite)

on top. A secondary suite is permitted on this parcel, as long as it conforms to the applicable provisions in the zoning bylaw (Section 324).

The accessory building is within both the rear parcel line setback and the exterior parcel line setback (*see Ortho Photo*). The proposal requires a variance to each of these. The applicant also requests a height variance, as the proposed new second floor will exceed the permitted height for an accessory building. The horizontal expansion of the building will increase the parcel area covered by buildings and structures from 33% to 36%, requiring a variance to the parcel coverage restriction.

PROPOSAL

The applicant seeks a Development Variance Permit to construct an accessory building above height, within the exterior side parcel line and rear parcel setbacks, and exceeding parcel coverage. The variances requested are:

- Height variance for an accessory building of 3.02m (from 4.6m to 7.62m);
- Exterior parcel line setback of 3.5m (from 4.5m to 1 m);
- Rear parcel line setback of 2.2m (from 3.0m to 0.800m); and
- Parcel coverage expansion of 3% (from 33% to 36%).

IMPLICATIONS

In considering applications for Development Variance Permits, the RDKB generally considers whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

The application includes a discussion on why the variances are requested, how granting them will improve the development and why there should be no adverse impacts from this development. The setback variances are necessary if the existing building foundation is to be used for the development. The height is necessary for the development to be within one building, rather than two. The parcel coverage relaxation is necessary to allow for the orderly horizontal expansion of the accessory building (*see Applicant's Submission*).

The rear parcel line setback request is to allow the building to be 0.200m closer to the parcel line than already exists. The proposed addition runs along the rear parcel line going east, but the building is not quite parallel with the property line and the proposed addition will run it a little closer to the rear parcel line.

Regarding the exterior parcel line setback, although the development will not extend the building any further into this setback (along the undeveloped portion of Neimi Road R/W), a variance is required as adding height to a building already in the setback is considered an addition, and requires a variance.

On the parcel coverage variance request, the current development on the lot totals 30.7% parcel coverage. The parcel is 669m². The existing house and accessory building cover 205m². The dwelling is 133.6m², or 20% parcel coverage. The accessory building, at 71.5m², makes up the other 10%.

The horizontal addition to the accessory building of 3.66m (12 ft) would make the accessory building 106.8m² (an increase of 35.3m², or about 380ft²). Adding this to the area for the dwelling (totals 240m². This would bring parcel coverage to 36%.

To summarize, in support of the DVP requests the applicant suggests that building up along the perimeter of the small lot within the existing footprint is a better use of the property than building another structure elsewhere on the parcel. The small dimensions of the parcel create a hardship, restricting responsible development of the property within the permitted parcel coverage restrictions. The small lot will not allow for another stand alone structure on the parcel, without requiring significant parcel coverage. The parcel coverage variance request is not a significant increase over that which is permitted, and would allow the accessory building to have a better look and design, which improves the neighbourhood, and should have no adverse impacts on adjacent property owners (*see Site Photos*).

As to negative impacts to neighbouring properties, if the application proceeds further, letters will be sent to neighbouring property owners advising them of the proposal and providing opportunity for comment.

REFERRAL

The application was referred to the Ministry of Transportation and Infrastructure as the proposed development will be within the Ministry setback from the undeveloped portion of the Neimi Road R/W. The Ministry has issued the applicant a permit for the building.

APC COMMENTS

- Concerns about water for another residence.
- Parcel coverage is too much.
- Concerns over the large height variance.
- Concerns about the septic system. Would like an Engineer's report regarding both the foundation and the septic system.
- Concerns regarding the integrity of the slope on the west side.
- Can RDKB staff contact the Christina Lake Water District to see how they feel about a secondary suite on the property?
- The drawings are not good.
- It would be beneficial to have someone attend the APC meeting to answer questions.
- APC requests deferral until questions have been answered.

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

The APC Comments identify concerns directly related to the DVP application, as well as some matters which are more properly addressed through the building permit process. Without discerning through the APC Comments here, the applicant recognizes that there are concerns with the proposed development on this small lot, and is requesting that the application be deferred to allow her an opportunity to meet with APC members to address their concerns.

RECOMMENDATION

That the staff report regarding the application for a Development Variance Permit submitted by Cindy Milford, through her agent, Keith Williams, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50, be received.

That the application for a Development Variance Permit submitted by Cindy Milford, through her agent, Keith Williams, for an increase in height of 3.02 metres (from 4.6 metres to 7.62 metres); an exterior parcel line setback variance of 3.5 metres (from 4.5 metres to 1 metre); a rear parcel line setback variance of 2.2 metres (from 3.0 metres to 0.800 metres); and a variance for parcel coverage expansion of 3% (from 33% to 36%), to build an accessory building, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50, be deferred to allow the applicant the opportunity to meet with the APC and address their concerns.

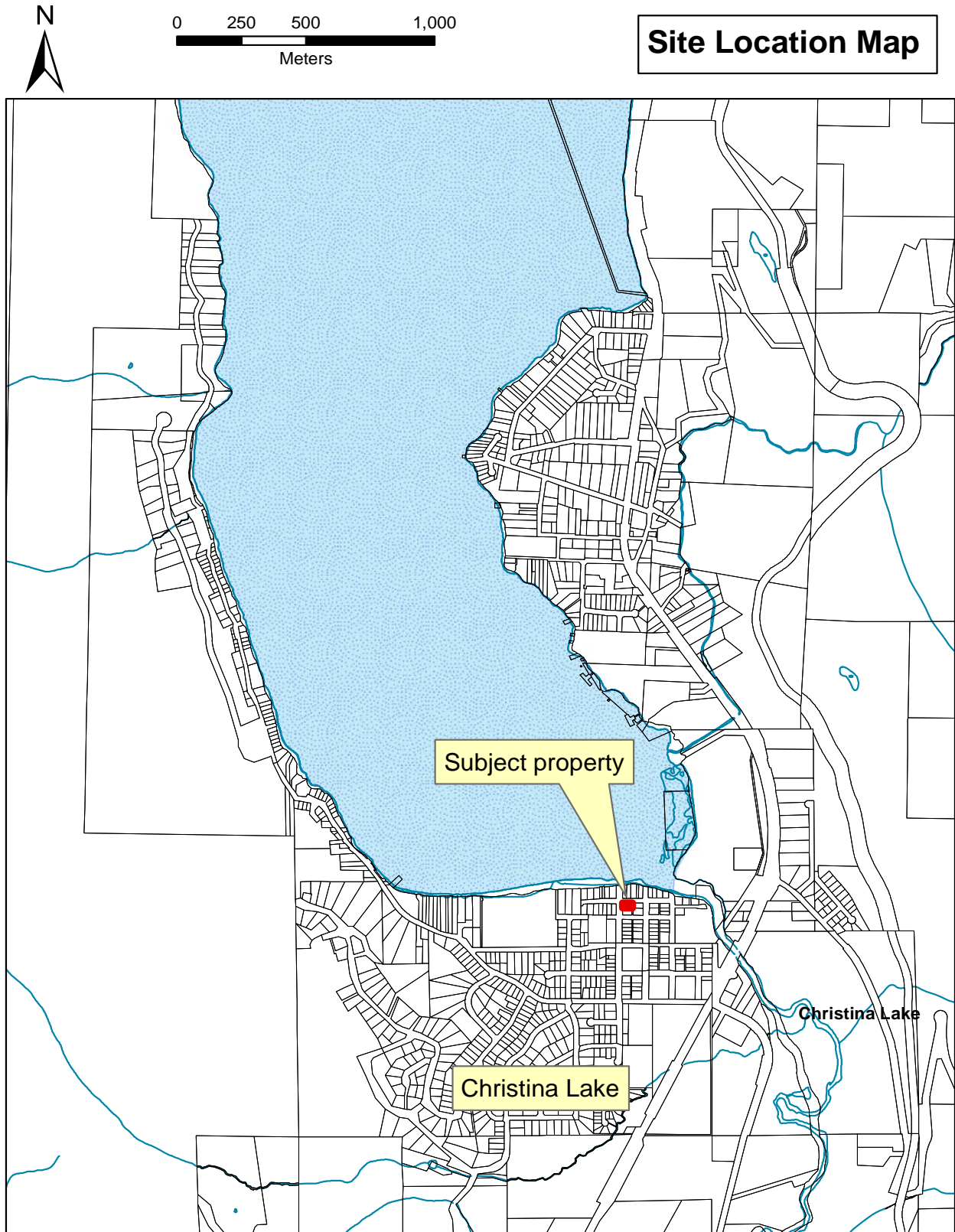
ATTACHMENTS

Site Location Map

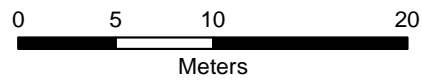
Ortho Photo

Applicant's Submission

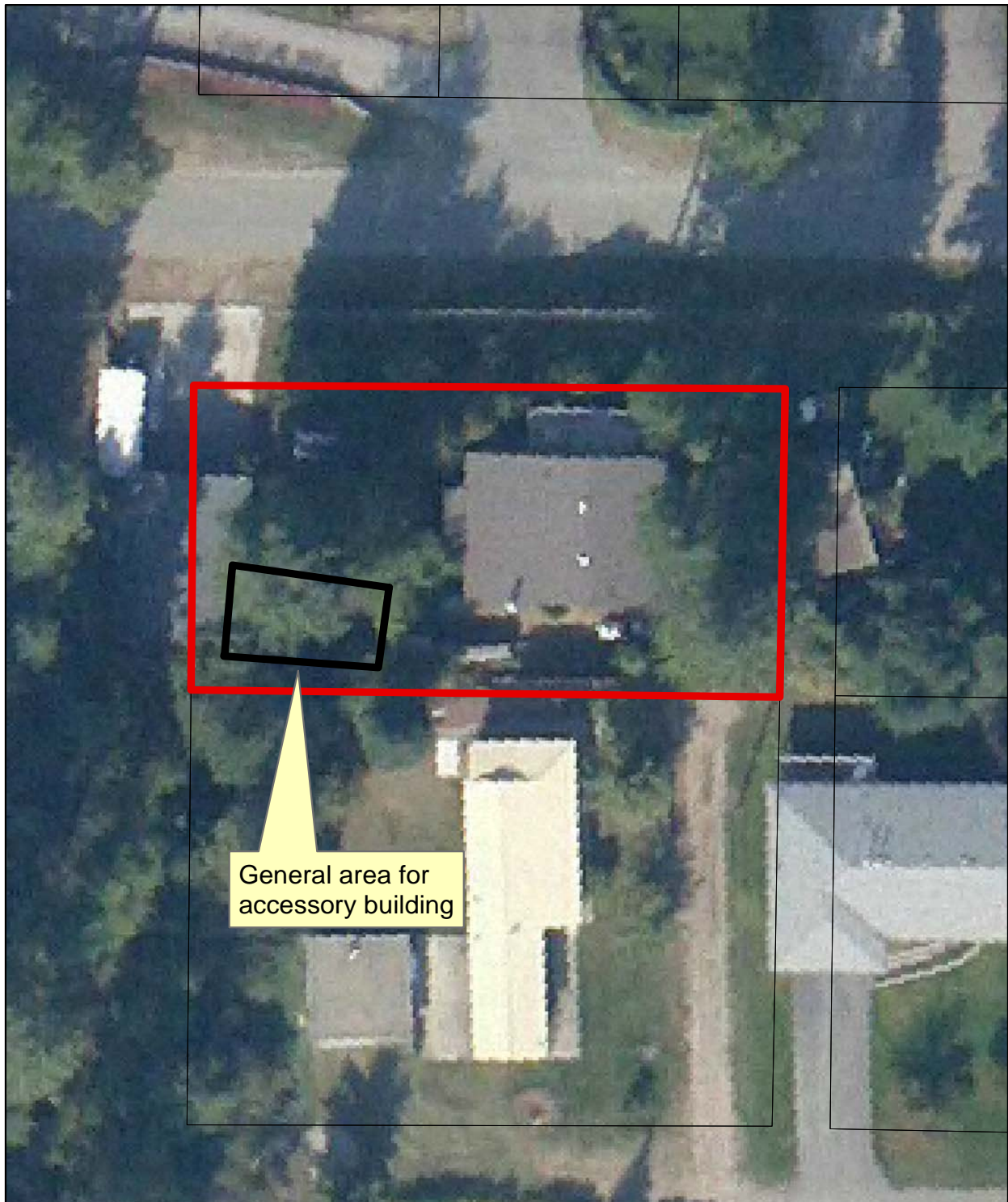
Site Photos



Projected Coordinate System:
NAD 83 UTM Zone 11N

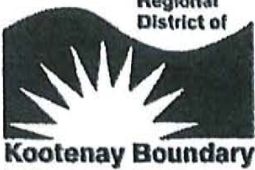


Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicant's Submission

	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
RDKB Main Office 202-843 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990	Toll Free: 1-800-355-7352 Email: plandept@rdkb.com
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2668	Toll Free: 1-877-520-7352 Email: plandept@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

- (a) ☐ Zoning Amendment Only
- (b) ☐ Zoning & Official Community Plan Amendment
- (c) ☐ Official Community Plan Amendment Only
- (d) ☐ Development Permit
- (e) ☐ Development Permit Amendment
- (f) ☒ Development Variance Permit
- (g) ☐ Temporary Use Permit
- (h) ☐ Temporary Use Permit Renewal
- (i) ☐ Site-specific exemption to Floodplain Bylaw
- (j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application.....	\$1000.00	+ \$100.00 Sign Fee
Type (b) application	\$1200.00	+ \$100.00 Sign Fee
Type (d) application for construction value exceeding \$4000.00.....	\$200.00	
Type (d) application for construction value under \$4000.00	\$50.00	
Type (e) application.....	\$50.00	
Type (f) application	\$450.00	+ \$100.00 Sign Fee
Type (g) application.....	\$650.00	+ \$100.00 Sign Fee
Type (h) application	\$200.00	
Type (i) application	\$200.00	
Type (j) application	\$1,000.00	

**Please make all cheques payable to *The Regional District of Kootenay Boundary*

DEVELOPMENT PROPOSAL SIGN FEE

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of \$100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded \$70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing.....	\$500.00
If type (b) application is denied before public hearing.....	\$600.00
If a Development Proposal Sign is returned in good condition.....	\$70.00
**Fees for application types (d), (e), (f), (g), (h) and (i) are non refundable	

Name(s) of registered owner(s): MRS CINDY MILFORD

Address: 120 52328 RANGE ROAD 233 SHERWOOD PARK AB T8B 0A

Telephone/Fax: 780 467 5880 Email: SPECTRUMJEWELLERY@shaw.ca Land Area in ha 667m²

Legal description of land under application: DL 317, SD4D, PLAN KAP50
PARCEL D CA3508975 - From Lots 9 & 10

Should the property owners elect to have someone act on their behalf in submission of this application, the following Agent's Authorization section must be completed.

AGENT'S AUTHORIZATION

I, CINDY MILFORD hereby authorize KEITH WILLIAMS to act on my behalf in respect of this application.

Name of Authorized Agent: KEITH WILLIAMS

Address of Agent: 412 BUTCHART DRIVE EDMONTON AB T6R1P8

Telephone/Fax: 780 430 - 7357 Email: K.WILLIAMS@SOUTHCARE.VN

Signature of Owner: [Signature] Date: MAR 04/2014

The following Declaration should be completed ONLY if the subject property HAS NOT been used for industrial or commercial activity as defined on the attached Contaminated Sites Regulation Schedule 2.

DECLARATION PURSUANT TO THE ENVIRONMENTAL MANAGEMENT ACT

I, CINDY MILFORD, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge, been used for industrial or commercial activity as defined in the list of "Industrial and Commercial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 40.1 or any other section of the *Environmental Management Act*.

Signature: [Signature]

Date: MAR 4/2014

Please submit this application form to our office(s) with appropriate fees and supporting information (page 2).

NOTE: Should the subject property have been used for the purpose of any category listed on Schedule 2, a Ministry of Environment Site Profile form Schedule 1 (available from Regional District offices in Trail and Grand Forks or on the RDKB web site www.rdkb.com) must be completed and submitted to our offices with this Application form and the appropriate RDKB fees.

I, the undersigned, hereby certify that the information provided with respect to this Regional District of Kootenay Boundary application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

Signature of Owner: [Signature]

Date: MAR 4/2014

****Applicants are entitled to appear before the Electoral Area Advisory Planning Commission and the Planning and Development Committee to explain the nature of their request. Should the applicant choose to exercise this option it is their responsibility to contact the Electoral Area Advisory Planning Commission Chairperson, or the RDKB Planning and Development Department Secretary, as is appropriate, with respect to meeting schedules and procedures. As a final option, the applicant may also choose to appear before the full RDKB Board of Directors to explain the nature of their request. Appearances before both the Planning and Development Committee and the Board of Directors require written notification at least one week prior to the scheduled meeting. Information as to RDKB meeting schedules may be obtained on the RDKB web site www.rdkb.com or by calling the Regional District of Kootenay Boundary Trail office.**

73 Sandner Road DVP application Supporting Information

Currently there is a home and garage on this property. I plan to add an addition to the garage, and build a carriage house on top of it. To achieve this, I am requesting the following:

Height Variance: The height allowance for an accessory building is 4.6m (15ft). To place the carriage house over the garage will require a height of 7.62m (25ft). I am aware that when building on a slope, height can be determined by averaging the height of each exterior face. I have considered this in determining the height request.

Setbacks Variance: The garage is in the southwest corner of the lot. It is 1m from the rear parcel line and 1m from the exterior parcel line (Neimi Road). The garage sits slightly off kilter from the property lines, running slightly NW to SE.

The garage and carriage house will be built no closer to the west parcel line (exterior). However, because the structure currently is in the setback and will be built higher, I need a variance of 1m from the exterior parcel line to build as proposed.

Along the south end, the building will be extended. It currently is about 7.3m (24ft) east to west, and another 3.66m (12ft) will be added, running east. This addition will bring the southern end of the building more into the setback (from 1m to 800mm). Thus a 200mm variance from the rear parcel line is requested.

Carriage House: No variance is requested for the carriage house (secondary suite). It will be designed to satisfy the criteria of Section 324 of the Zoning Bylaw. Notably, the floor will not exceed 90m² or 40% of the floor area of the single family dwelling, whichever is less.

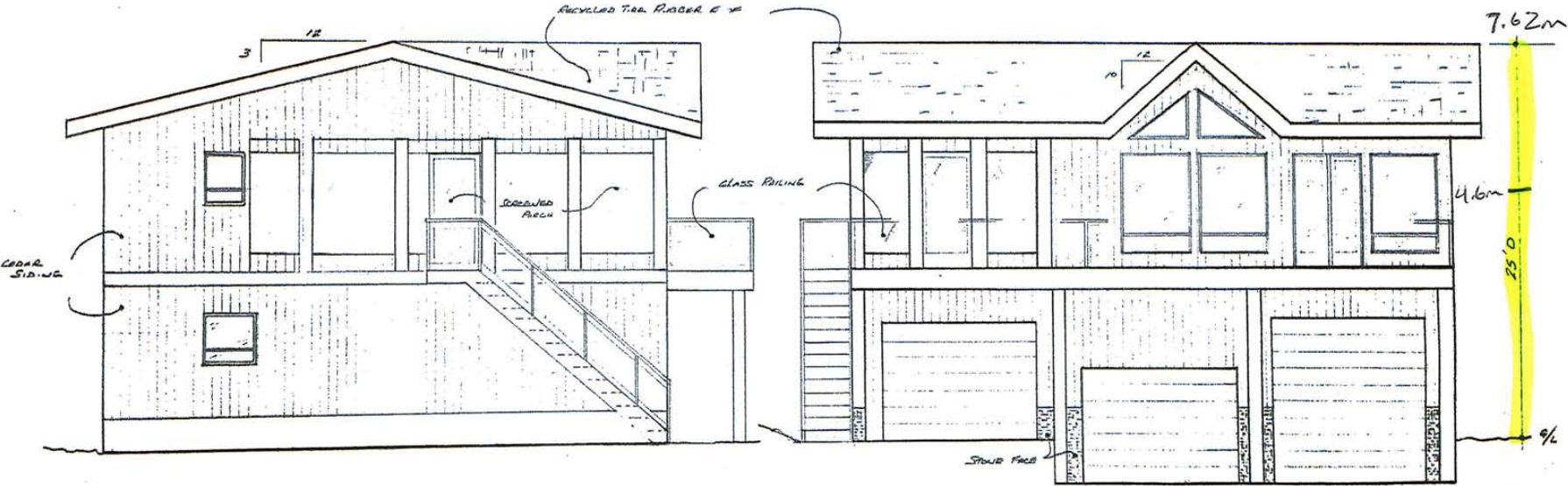
Reasons and justification for the DVP request: The setback variances are requested so I can build on the existing building. It is not a large lot, and building on the existing footprint rather than adding a new building is better use of the lot, and will improve the neighbourhood by making the development more compact, rather than more building spread out on a small lot. It also reduces the parcel coverage and reduces impermeable surface coverage.

I don't believe the proposed height will adversely affect neighbours. The land rises going south away from the Lake, and the neighbours to the south are situated above this lot. Thus, the requested height should not have a great impact on them as they will be mostly above it.





Side view showing height

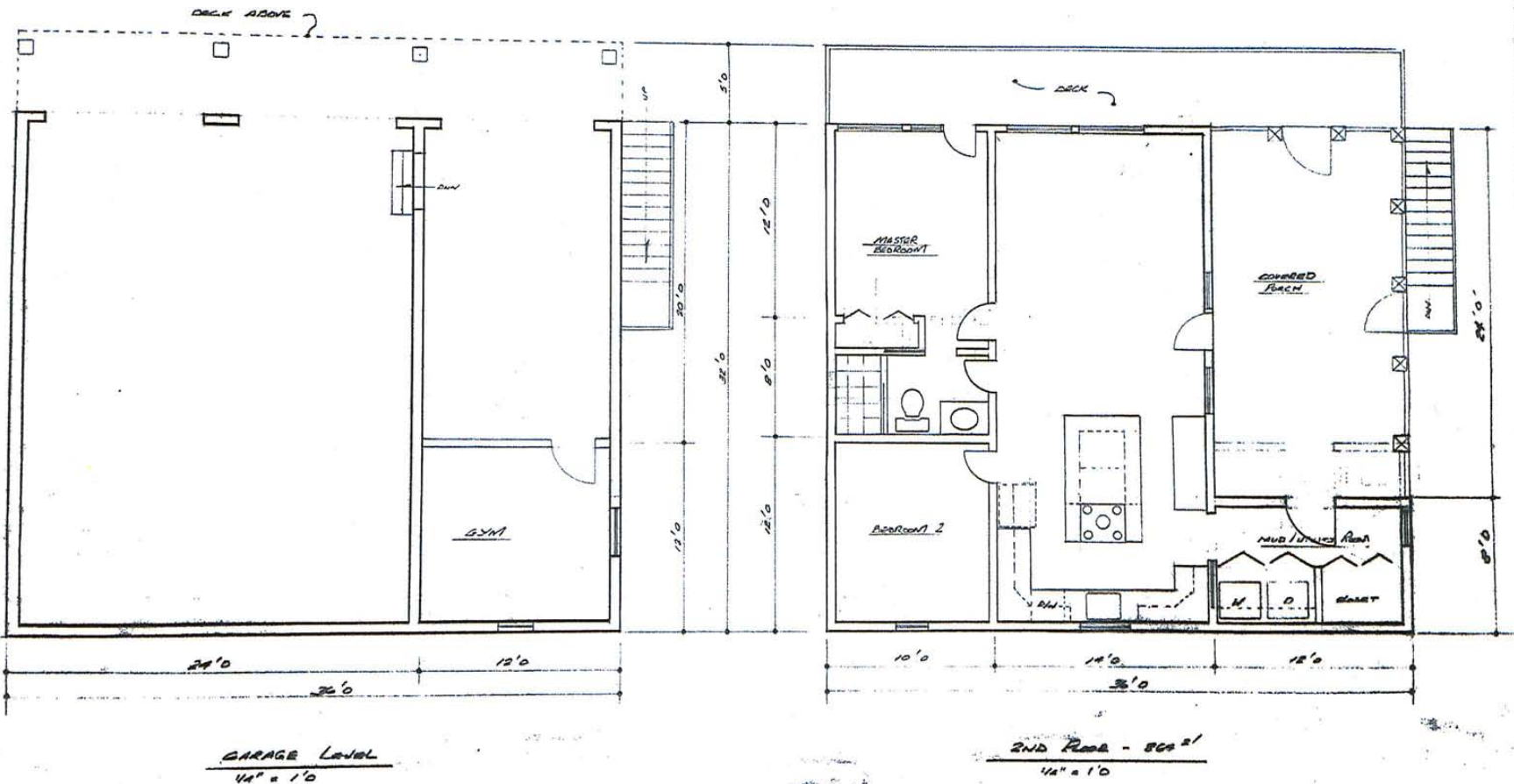


EAST ELEVATION

NORTH ELEVATION 1/4" = 1'0"

CARRIAGE HOUSE / GARAGE ADDITION
13 SANDNER ROAD

#4



CARRIAGE HOUSE / GARAGE SECTION
TO SAWDUST FLOOR

83

Site Photos
73 Sandner Road

March 22, 2014
Photos by RDKB



Looking south from Sandner Road (dwelling not part of application)



Looking south at accessory building (site under application)



Looking west/southwest towards accessory building



Looking south at accessory building (site under application).
Undeveloped R/W is to the west.

Site Photos
73 Sandner Road

March 22, 2014
Photos by RDKB



Accessory building from neighbouring parcel



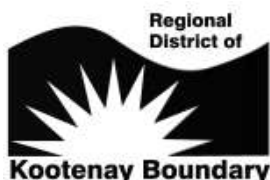
Looking south at accessory building area to be expanded



Accessory building from neighbouring parcel



Looking SE from accessory building towards neighbours dwelling



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2014

Development Permit with Variance			
Owner: Endless Horizons Storage Ltd.		File No: B-7187-08836.100	
Agent: Rob LeRose, Home Goods Furniture			
Location: 875 China Creek Road, Genelle BC Electoral Area 'B'			
Legal Description: Lot A, DL 7187 and DL 8073, KD, Plan NEP62884		Area: 2.55 acres (1.03ha)	
OCP Designation: Industrial (both parcels)	Zoning: Endless Horizon - Light Industrial 1 (IN1) Home Goods - Light Industrial 2 (IN2)	ALR status: no	DP Area: Industrial Development Permit Area (both parcels)
Contact Information: Rob LeRose Home Goods Furniture 1790 Home Goods Road Genelle, B.C. V0G 1G0 250-693-2227 rob@homegoodsfurniture.com			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The applicant, through his agent, has applied for a Development Permit with Variance, to construct a sign on this industrial parcel in Genelle, along Highway 22 (*see Site Location Map*).

The applicant proposes to erect a sign. A sign is a structure. The parcel is in the Industrial Development Permit Area. Building a structure in the Industrial Permit Area requires a Development Permit.

The sign will advertise for a business not operating on this parcel. This is contrary to the provisions of the Area 'B' Zoning Bylaw. To permit this, a variance is required. Additionally, the proposed sign will be larger than permitted in the Bylaw. This requires a variance as well.

The zoning regulations on signs can be varied as part of a Development Permit application. So, to proceed as proposed, the applicant needs a Development Permit with Variance. The process is discussed in more detail below.

HISTORY / BACKGROUND FACTORS

The property under application (Endless Horizon) is designated 'Industrial' in the Area 'B' OCP and zoned 'Light Industrial 1 (IN 1)' in the Area 'B' Zoning Bylaw. The property is within the 'Industrial Development Permit Area'.

Home Goods Furniture is also designated 'Industrial' in the Area 'B' OCP and is zoned 'Light Industrial 2 (IN 2)' in the Area 'B' Zoning Bylaw. It is also within the 'Industrial Development Permit Area'. The application is only relevant to the parcel under application; however, the Development Permit Guidelines and zoning on signage are the same for both parcels.

The owner/applicant runs a self-storage business on the parcel, a permitted use in the IN 1 Zone. The agent operates a furniture business on a separate parcel on Home Goods Road, also a permitted use. A sign on the Home Goods Road parcel is not visible from the highway. Thus, the applicant wishes to place a sign on the subject parcel advertising for his business, as well as the agent's business on Home Goods Road.

PROPOSAL

The applicant proposes placing a sign on the parcel. As the parcel is well below the highway, to be visible to traffic needs to be on a tall pole. The pole will be 30' (9.1m) tall, with the sign on top. The proposed sign is 10' x 10' (roughly 3m x 3m) (*see Proposed Sign*). The surface area is 100ft² (9m²).

The zoning permits a sign with a visible surface area on any one side not exceeding 3m². The proposed sign exceeds the allowable surface area. Accordingly, a variance is required for the size of the proposed sign.

Further the sign would advertise for a business not operating on this parcel. This also requires a variance.

The sign will be 4.5 meters from the parcel line common with Highway 22 and 4.5 meters from the north line. This satisfies the setbacks as the IN 1 Zone has no established setbacks for signs or structures. The applicant advises that the Ministry of Transportation and Infrastructure has been advised of the proposal and its setback from the highway, and has no objection to it. The application was referred to the Ministry and while the Ministry agrees the sign satisfies their setback requirement, they

have some concerns on that size and lighting does not constitute a distraction. Their comments are included below.

IMPLICATIONS

The Development Permit Guidelines for the industrial parcels around Genelle and Rivervale were adopted to assure that industrial development in these areas and along this corridor occurs in such a way as to minimize the potential impacts on the use and enjoyment of other lands in the area. The Guidelines are also to assure that such development presents a reasonably orderly and neat appearance to those travelling on Highway 22 and local roads (*see Site Photos*).

The Development Permit Guidelines are provided below, along with the applicant's proposal to address them, following in bold italic. Guideline provision (i) is specifically applicable to signage.

Development Permit Area Requirements

Development Permit Area Guidelines

The following guidelines will take into consideration the location of the proposed development activity in relation to the current and potential future adjacent land uses. A higher standard of form and character will be applied to parcels and portions of parcels that are adjacent to potentially conflicting land uses such as residential. An application for a Development Permit shall be accompanied by graphic and written materials in which effective means of addressing the following issues, related to the proposed industrial use, are clearly described:

- a) Re-vegetation of areas disturbed during construction activities is encouraged. Coverage by other permeable, dust free surfaces may be acceptable in some cases, however vegetation is preferred;

Revegetation of the areas disturbed should not be an issue because the area is currently unlandscaped raw land. We will plant or seed some form of vegetation if required.

- b) Landscaping comprised of plant material that is drought tolerant is encouraged;

If revegetation of the raw land is required we will use a drought resistant form. We should not need to disturb the current condition of the raw land beyond excavating an area large enough to accommodate a 3 meter square footing which will be 1 meter thick.

- c) In addition to the screening regulations in the Area 'B' Zoning Bylaw, supplementary screening in the form of walls, landscaped berms, fencing, hedging, planting, other screening materials may be encouraged in the following areas to create an aesthetically pleasing environment:
 - Around outdoor storage areas;

- Along parcel boundaries adjacent to roadways;
- Adjacent to garbage bins; and
- Adjacent to loading/unloading areas.

Due to the fact that the footing for the sign would be well below the level of the highway, and the footing will be mostly below the level of the ground, I don't think that screening would be required. We will, however, provide screening should it be deemed necessary.

- d) Access to and from parking and loading areas must not impede traffic flows on roadways and residential and rural areas;

Due to the location of the sign it will not impede any parking area or roadway.

- e) Access lanes and parking areas should be surfaced with a material which minimizes dust;

Not applicable

- f) The use of landscaping islands to separate large expanses of parking into smaller subsections is encouraged;

Not applicable

- g) Buildings and structures that are permanent in nature are encouraged;

The sign has been designed and will be built to be a permanent structure. However should there be a time when the sign is no longer required it could be removed.

- h) Buildings finished in natural, earth tone colours are encouraged, and that the use of more than two colours for fencing materials is discouraged;

The sign post and framework is likely going to be painted black in color but we could paint it an earth tone color if required.

- i) Lighting and illuminated signage should be oriented so as not to create a direct glare on neighbouring buildings, residential areas, and roadways; and

The lighting in the sign is L.E.D. and will be covered with opaque sheeting to prevent any glare.

- j) Measures to mitigate the impact of noise and vibration on adjacent lands are encouraged. Examples of methods of mitigation include siting and orientation of buildings; and the use of building materials that absorb sound and vibration.

Not applicable

Development Permit with Variance

The Development Permit process may vary certain regulations contained in the implementing bylaw, including the sign regulations. The DP Guidelines provides:

The following factors may be taken into consideration in reviewing a variance request:

- The proposed variance is consistent with the Development Permit guidelines;
- The proposed variance is shown to enhance the proposal;
- The proposed variance is necessary due to an unavoidable physical constraint; and
- The proposed variance does not adversely impact an adjacent property.

As noted, the proposed sign is larger than permitted in the zoning bylaw. Further, it would advertise for a business not operating on the parcel, which is not permitted in the zoning. Both of these conditions would require a variance.

The zoning provides (provisions at issue are in bold italics):

313. Sign Regulations

1. No privately-owned parcel of land shall be used for the display of any exterior signs other than:
 - (a) those expressly permitted in a specific Zone;
 - (b) those permitted pursuant to Section 305(1)(d);
 - (c) those advertising a permitted use on a parcel of land;
 - (d) those permitted for a public building or facility permitted pursuant to Section 302;
 - (e) those installed by the Ministry of Transportation and Highways for traffic management;
 - (f) temporary signs such as election signs, "for sale" and "for rent" signs;
 - (g) advisory signs such as "No Trespassing", "No Hunting" and "Beware of Dog", not limited as to number, provided each of these does not exceed 0.3 m² in size on any one side.
2. ***Unless otherwise permitted or restricted elsewhere in this Bylaw, no sign shall have a visible surface area on any one side exceeding 3 m².***
(emphasis added)
3. Unless otherwise permitted or restricted elsewhere in this Bylaw, not more than two signs shall be located on a parcel of land.
4. ***No sign shall advertise a use of land, buildings or structures, a product or a business which does not occur on the parcel of land upon which the sign is located;***
(emphasis added)
5. No sign shall be equipped with motion or flashing lights or a mechanical device which causes the sign to move;

In support of the variance request, the applicant has submitted an addendum, asserting the reasons why the variances are required and how the proposal is consistent with and satisfies the Development Permit Guidelines (*see Applicant's Submission Addendum*).

REFERRALS

The application was referred to the Ministry of Transportation and Infrastructure and they provided the following comments:

The Ministry of Transportation and Infrastructure has reviewed the above file and has some concerns regarding the sign. Although the sign will fall outside of our 4.5metre setback, the Ministry needs to ensure that the travelling public will not be distracted by the lighting of a 10ft x 10ft LED lit sign.

At this point, the Ministry would appreciate to be kept up to date with any progress made with this application and will comment accordingly.

APC COMMENTS

The Area 'B' APC provided the following comments:

-Mr. LeRose explained the need for signage for his business, Home Goods Furniture, which is located some distance from Highway 22 and is not visible from the highway. The sign he proposes to use has been located in the Okanagan. It will be transported to Trail where it will be finished with the logos for Home Goods Furniture and Endless Horizons Mini Storage.

-The APC accepts the large size of the sign because it is making use of an item which is already constructed. The sign will advertise two businesses, thus reducing the need for additional signage.

-The APC noted that the residents of China Creek Road who may be affected by the sight and light of the sign should be notified in advance by letter of this proposal.

-The APC supports the structure of this sign as long as all other requirements for Variance, Development Permit and the Ministry of Transportation and Infrastructure are satisfied.

PLANNING AND DEVELOPMENT COMMENTS

The application is a Development Permit with Variance. It differs from a Development Variance Permit (DVP). For one, the notice requirements are different. For a DVP, the *Local Government Act* requires written notice mailed or otherwise delivered to owners of parcels within a specified distance of the parcel. That is not a requirement with a Development Permit with Variance.

For a Development Permit with Variance, the notice requirements are prescribed by the RDKB Fees and Procedures Bylaw, not the *Local Government Act*. The bylaw requires the applicant to post a sign on the parcel, but there is no requirement for written notice to be provided to neighbouring property owners.

The rationale for this, in large part, is that the adoption of the Development Permit Guidelines considered the potential impacts of the development of these industrial parcels and their potential impact on neighbouring properties. This area has a number of residential parcels in close proximity to the industrial areas, and many industrial properties are visible from the Highway. The development permit guidelines were established in an attempt to balance this. The criteria for considering variances in development permit areas are different than with development variance permit applications, and variance in development permit areas are considered in light of and in conjunction with the development permit guidelines. This is a different standard than the review for development variance permit applications, and thus different notice and comment process is in place.

As noted above, any proposed variance with a development permit is viewed in relation to the guidelines and must be consistent with them, enhance the development proposal, is necessary due to an unavoidable physical constraint and will not adversely impact an adjacent property.

The applicant has placed a sign at the entrance to the parcel, off China Creek Road. The sign complies with the posting requirements in the Fees and Procedures Bylaw, and is providing notice of the proposal. However, probably not many people have seen it. The lay of the land is such that the notice is well out of the way of most vehicle traffic and is considerably below the highway, so highway travelers are most likely unaware of the proposal. The residents on this stretch of China Creek Road can see the sign, which is important as they are perhaps the people most likely affected by the sign.

There are other procedural and substantive differences between the two types of applications and permits as well, but it is not necessary to delve in to that here.

With the above in mind, the question around this application is whether this large sign, advertising for a business not on the parcel, is consistent with the Development Permit Guidelines, enhances the development, is necessary due to an avoidable physical constraint, and will not adversely impact adjacent properties, and if so, does the sign and structure satisfy the Development Permit Guidelines.

RECOMMENDATION

That the staff report regarding the application for a Development Permit with Variance, submitted by Endless Horizons Storage Ltd. through its agent Rob LeRose, for the property legally described as Lot A, DL 7187 and DL 8073, KD, Plan NEP62884, be received.

ATTACHMENTS

Site Location Map; Proposed Sign; Site Photos; Applicant's Submission; Applicant's Submission Addendum



Projected Coordinate System:
NAD 83 UTM Zone 11N

10' x 10' refurbished cabinet with led's

Proposed Sign
(not sure if to scale)



Site Photos
April 8, 2014

Endless Horizons/Home Goods DP application
Photos by RDKB

View from China Creek Road towards Highway.



Closer view. Chinook Scaffolding sign visible in background.



Looking west from parcel to residence across road.



Looking northwest from parcel to residence.



Site Photos
April 8, 2014

Endless Horizons/Home Goods DP application
Photos by RDKB

Looking west across Highway 22 to general area for sign.



View of sign across Highway and temporary Home Goods sign.




Temporary Home Goods sign on Highway.



Another view of temporary sign.



 <p>Regional District of Kootenay Boundary</p>	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
RDKB Main Office 202-843 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990	Toll Free: 1-800-355-7352 Email: plandep@rdkb.com
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2668	Toll Free: 1-877-520-7352 Email: plandep@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

- (a) ☐ Zoning Amendment Only
- (b) ☐ Zoning & Official Community Plan Amendment
- (c) ☐ Official Community Plan Amendment Only
- (d) ☒ Development Permit *With a variance*
- (e) ☐ Development Permit Amendment
- (f) ☐ Development Variance Permit
- (g) ☐ Temporary Use Permit
- (h) ☐ Temporary Use Permit Renewal
- (i) ☐ Site-specific exemption to Floodplain Bylaw
- (j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application	\$1000.00	+ \$100.00 Sign Fee
Type (b) application	\$1200.00	+ \$100.00 Sign Fee
Type (d) application for construction value exceeding \$4000.00	\$200.00	
Type (d) application for construction value under \$4000.00	\$50.00	
Type (e) application	\$50.00	
Type (f) application	\$450.00	+ \$100.00 Sign Fee
Type (g) application	\$650.00	+ \$100.00 Sign Fee
Type (h) application	\$200.00	
Type (i) application	\$200.00	
Type (j) application	\$1,000.00	

**Please make all cheques payable to *The Regional District of Kootenay Boundary*

DEVELOPMENT PROPOSAL SIGN FEE

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of \$100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded \$70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing.....	\$500.00
If type (b) application is denied before public hearing.....	\$600.00
If a Development Proposal Sign is returned in good condition	\$70.00

****Fees for application types (d), (e), (f), (g), (h) and (i) are non refundable**

Name(s) of registered owner(s): ENDLESS HORIZONS STORAGE LTD

Address: 1071 LAZEBORNE ROAD CASTLEGAR, B.C. V2N 4P3

Telephone/Fax: 250-365-9732 Email: boulderpatch@hotmail.com and Area in ha _____

Legal description of land under application: KOOTENAY LOT: A DL: NEP 62844 DL
7187 + DL 8073

Page 1 of 4

Please explain your reasons for requesting this application, and please also describe in detail your development proposal (use space provided on the back of this form, or attach a separate sheet of paper if needed):

ERECTOR OF A SIGN ON SAID PROPERTY
ELECTRONIC, CONSTRUCTION OF A BASE
AND SUPPORTING STRUCTURE TO FACILITATE
SIGNAGE

SUPPORTING INFORMATION REQUIRED

In support of your application, please answer the following questions:

- | | YES | NO |
|----------------------------------------------------------------------------|----------------------------------|----------------------------------|
| 1. Are there any Restrictive Covenants registered on the subject property? | <input type="radio"/> | <input checked="" type="radio"/> |
| 2. Are there any registered Easements over the subject property? | <input type="radio"/> | <input checked="" type="radio"/> |
| 3. Is there legal and practical road access to the subject property? | <input checked="" type="radio"/> | <input type="radio"/> |

****The following information is also required (failure to do so may delay or jeopardise the application):**

1. A copy of the Certificate of Title or recent Tax Assessment notice for the subject property or properties;
2. A plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:
 - the legal boundaries and dimensions of the subject property;
 - boundaries and dimensions of any proposed lots (if subdivision is being proposed);
 - the location of any physical or topographic constraints on the subject property (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
 - the location of permanent buildings and structures on the subject property;
 - the location of any proposed buildings, structures or additions thereto;
 - the location of any existing or proposed access roads, driveways, screening and fences;
 - the proposed method of sewage disposal and the location of any existing and/or proposed septic tank, tile field, sewer line or similar, and water sources (well or community water service pipe location); and
 - the location of any earthworks/grading and/or proposed landscaping on the subject property.
3. **Application types (d) and (i) only:** A copy of a professional's report which addresses relevant development permit guidelines may be required. Please consult the Regional District Planning and Development Department if you are unsure about this requirement.
4. Additional material, or more detailed information may be requested by the Regional District upon reviewing your application.

If the Regional District believes it to be necessary for the property boundaries and the location of improvements thereon to be more accurately defined due to uncertainty over natural boundaries of watercourses or other reasons, a sketch prepared by a British Columbia Land Surveyor may be required. The voluntary submission of such a sketch may prevent a possible delay in processing the application.

Requirement: Development permit with Variance

Development Permit Guidelines

a.) Revegetation of the areas disturbed should not be an issue because the area is currently unlandscaped raw land. We will plant or seed some form of vegetation if required.

b.) If revegetation of the raw land is required we will use a drought resistant form. We should not need to disturb the current condition of the raw land beyond excavating an area large enough to accommodate a 3 meter square footing which will be 1 meter thick.

c.) Due to the fact that the footing for the sign would be well below the level of the highway , and the footing will be mostly below the level of the ground , I don't think that screening would be required. We will , however , provide screening should it be deemed necessary.

d.) Due to the location of the sign it will not impede any parking area or roadway.

e.) Not applicable

f.) Not applicable

g.)The sign has been designed and will be built to be a permanent structure. However should there be a time when the sign is no longer required it could be removed.

h.) The sign post and framework is likely going to be painted black in color but we could paint it an earth tone color if required.

i.)The lighting in the sign is L.E.D. and will be covered with opaque sheeting to prevent any glare.

Applicant's Submission Addendum

Hi , my name is Rob LeRose and I am the owner/manager of Home Goods Furniture. I am applying for a Development Permit and a Variance in order to erect a sign near my business.

Home Goods Furniture is a Retail Furniture , Appliance , Mattress , and Home Décor store located at 1790 Home Goods Road in Genelle , B.C. Access to our store is off of Highway 22 approximately 19 Kilometers north of Trail, down Lower China Creek Road , across the C.P.R. tracks and turning right on to Home Goods Road (on the east side of Hwy 22).

I am working with Jim Postnikoff , owner of Endless Horizons Mini Storage which is located at 875 China Creek Road at the intersection of Highway 22 and Lower China Creek Road (on the west side of Hwy 22). Our joint project is to erect a sign on Jim's property, that will benefit both businesses. Home Goods Furniture had a sign, for approximately 25 years, on the property that is now owned by Chinook Scaffolding (the southeast corner of the intersection of Highway 22 and Lower China Creek Road). The current landowner removed our sign to facilitate the building of an office for their use.

As soon as the sign was knocked down we began to receive complaints from customers and trucking companies who were experiencing difficulty in locating our store. We did bring a "sandwich board" type of sign up to the highway each morning but the Ministry of Highways requested that we stop placing it there because it was not permitted.

Some people are able to find us, some people will ask neighbors in the area for directions, and some people abandon their efforts to find us but they do call us to express their frustration. My staff and I hear negative comments from people on a regular basis due to the absence of a visible sign close to the highway. It is becoming increasingly difficult and frustrating, for all involved to continue to operate a business in this location without a sign on the highway.

I feel that because of the unique status of Home Goods Furniture, in relation to our location being so far off of the highway and so far below the highway, that we are a good candidate for a variance in the bylaw as it applies to signage. It would be extremely impractical, if not impossible, to erect a sign on our own property that would be visible from the highway.

The erection of a sign on Jim's property would enhance both of our businesses due to the fact that potential customers would be able to find us. Home Goods Furniture has been in business in the area for more than 60 years. We currently employ 10 staff members as well as utilizing the products and services of many area businesses. We have also provided funding and support for countless charitable organizations, groups young and old, hospitals, etc all across the Kootenay Region over the years.

We will certainly navigate the application process for a Development Permit, a Building Permit, and anything else required. We have already engaged the services of a Geo Tech Engineer as well as a Structural Engineer to assist us in doing everything properly. We will also adhere to all setback requirements and anything else that may be required by the Ministry of Highways, the Genelle Improvement District, and the R.D.K.B.

I sincerely hope that you look favorably upon my request for a variance in the location and size of this sign. It is very important to my business and the lively hoods of my staff and myself.

Thank you very much.

Rob LeRose,
Owner/Manager , Home Goods Furniture



Electoral Area Services Committee Staff Report

Prepared for meeting April 2014

Ministry of Transportation and Infrastructure - Subdivision			
Owners: Vern and Ann Rexin		File No: E-862-04187.110 and E-862-04187.120	
Agent: Hoefsloot Land Surveying Ltd.			
Location: 3940 and 4000 Kettle Valley South Road, Rock Creek, BC Area 'E'			
Legal Description: Lot A, DL 862, SDYD, Plan KAP61865 Lot B, DL 862, SDYD, Plan KAP61865		Area: 2.25 ha (5.56 ac) 1.83 ha (4.52 ac)	
OCP Designation: N/A	Zoning: N/A	ALR status: Both Entirely In	DP Area: N/A
Contact Information: Art Hoefsloot Hoefsloot Land Surveying Ltd. PO Box 2740 Grand Forks, BC V0H 1H0 250-442-5597 hsl.art@gmail.com			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

The Regional District has received this referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed subdivision along Kettle Valley South Road, near Rock Creek (*see Site Location Map*). The proposed subdivision is a boundary adjustment. Both parcels are in the ALR. The Approving Officer has discretionary authority to approve boundary adjustments in the ALR without the matter first being considered by the Agricultural Land Commission.

HISTORY / BACKGROUND FACTORS

The subject properties are in Electoral Area 'E'. There are no zoning or OCP bylaws in place in this portion of Area 'E'. Both properties are entirely within the ALR. Both lots are developed with dwellings and septic.

PROPOSAL

The proposed subdivision is a lot line/boundary adjustment for two adjacent parcels. The boundary adjustment would increase the size of the western lot (Lot B) by moving the parcel line about 64m east. The eastern lot (Lot A) would be reduced in size accordingly. Lot B would end up being a little over 2 ha, while Lot A would be under 2 ha (*see Applicant's Submission; Proposed Subdivision*).

While this proposal is a subdivision of ALR land, the application was submitted directly to the MoTI without obtaining ALC approval. This is a proper procedure in this case, as the proposal (a lot line/boundary adjustment) satisfies a provision in the ALC regulations which allows an approving officer (MoTI) to consider boundary adjustments involving ALR land without having to first obtain approval from the ALC.

IMPLICATIONS

The authority for the Approving Officer to consider this application without prior approval from the ALC is found at Section 10 of the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*. It provides, in relevant part:

Subdivision approval

- 10** (1) Despite section 18 (b) of the Act (ACLA), an approving officer under the *Land Title Act*, the *Local Government Act*, or the *Strata Property Act* or a person who exercises the powers of an approving officer under any other Act may authorize or approve a plan of subdivision without the approval of the commission if the proposed plan achieves one or more of the following:

* * * *

(c) involves not more than 4 parcels, each of which is a minimum of 1 ha, and results in all of the following:

- (i) no increase in the number of parcels;
- (ii) boundary adjustments that, in the opinion of the approving officer, will allow for the enhancement of the owner's overall farm or for the better utilization of farm buildings for farm purposes;
- (iii) no parcel in the reserve of less than 1 ha.

The proposal appears to satisfy the requirements of subsections (c)(i) and (c)(iii). The approving officer will then consider the application in light of the remainder of the subsection, namely whether this is in the best interests of agriculture.

The Approving Officer may decline to exercise this discretion if uncertain whether the boundary adjustment is in the best interests of agriculture. In that case, the approving officer could require the applicants to seek ALC approval first through an ALR subdivision application.

The proposed boundary adjustment should not impact the dwellings nor access.

Both parcels abut the Kettle River. A portion of Lot A appears to be below the flood construction level, as established in the RDKB floodplain bylaw. Application of the floodplain bylaw should not affect the boundary adjustment application. Restrictions on development in the floodplain apply regardless of where the parcel boundary is.

APC COMMENTS

The Area 'E' Advisory Planning Commission had no concerns with the referral.

RECOMMENDATION(S)

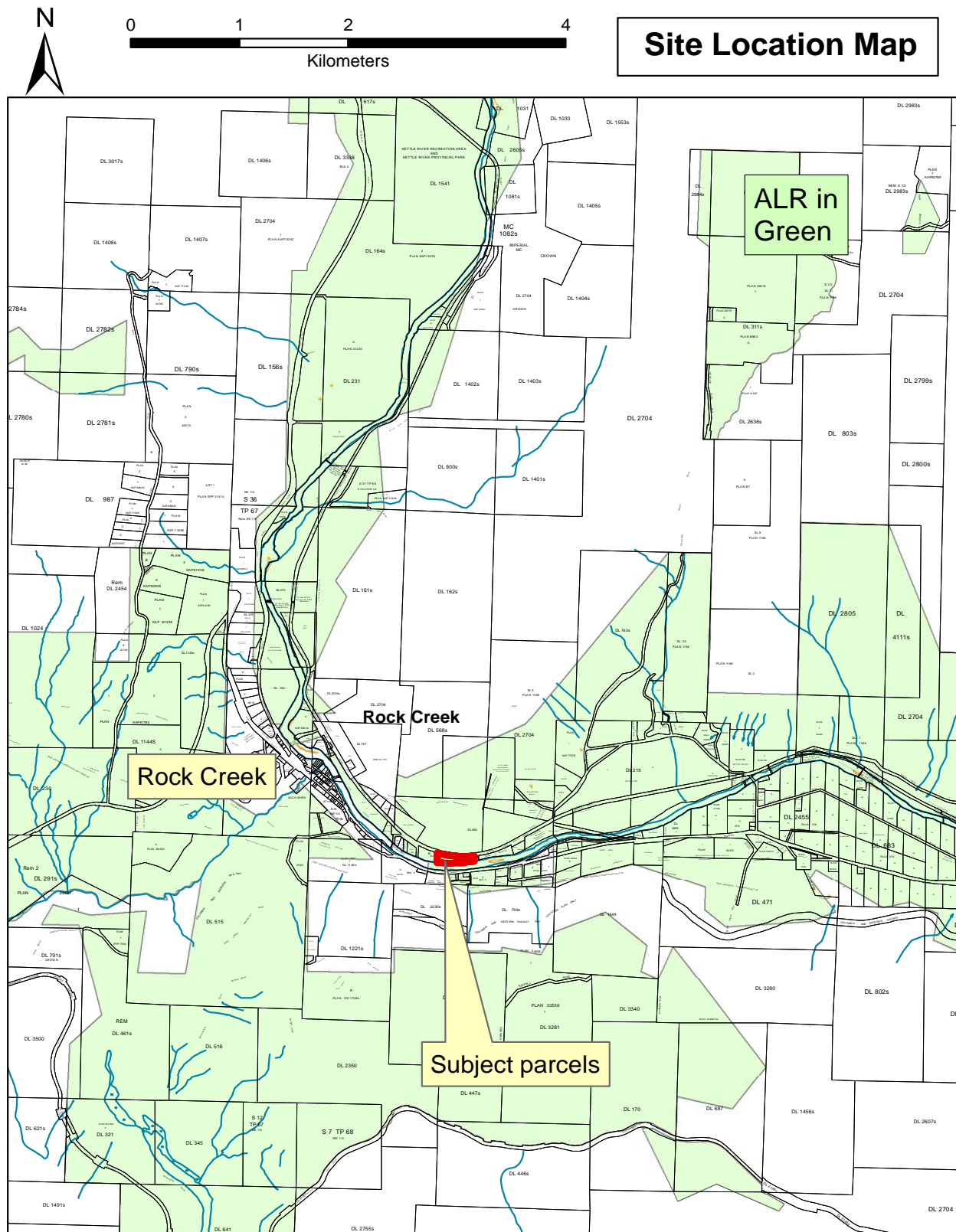
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision boundary adjustment of the properties legally described as Lot A, DL 862, SDYD, Plan KAP61865, and Lot B, DL 862, SDYD, Plan KAP61865, be received.

ATTACHMENTS

Site Location Map

Applicant's Submission

Proposed Subdivision



Projected Coordinate System:
NAD 83 UTM Zone 11N



BRITISH
COLUMBIA

Ministry of
Transportation

PRELIMINARY SUBDIVISION APPLICATION

Submit this application to the Ministry of Transportation District Office or a Front Counter BC office in your area.

A. PROPOSAL *This is an application for preliminary layout approval for all properties involved*

Applicant File Number <i>File: Ann Rexin</i>		Ministry File Number <i>DOB/14 (2014-00804)</i>		
Subdivision Type	<input checked="" type="checkbox"/> Conventional Subdivision <input type="checkbox"/> Sec 946 Local Government Act <input type="checkbox"/> Bare Land Strata Other (Specify)		No. of Lots <i>2</i>	
Full Legal Description(s) per State of Title Certificate(s)	<i>1) Lot A DL 862 SDYD PLAN KAP61865</i> <i>2) Lot B DL 862 SDYD PLAN KAP61865</i>			
Full Civic Address	<i>3950 & 4000 Kettle Valley South Road</i> <i>Rock Creek, BC</i>			
Property Location	<i>1</i> Kilometers <input type="checkbox"/> North <input type="checkbox"/> South <input checked="" type="checkbox"/> East <input type="checkbox"/> West from <i>Elementary School</i> Local Gov't <i>RDKB Area E.</i>			
	Access Road <i>Kettle Valley S. Road</i>		Property Zoning <i>NA Area E</i>	
	Existing Land Use <i>Residential + Small Agricultural use</i>		Intended Land Use <i>Residential + Small Agricultural use</i>	
Surrounding Land Use	North <i>Vacant</i>	South <i>Residential</i>	East <i>Residential</i>	West <i>Residential</i>
Proposed Sewage Disposal	<input checked="" type="checkbox"/> Septic Tank <input type="checkbox"/> Community System <input type="checkbox"/> Other (specify)			
Proposed Water Supply	<input checked="" type="checkbox"/> Well <input type="checkbox"/> Community System <input type="checkbox"/> Water Licenses <input type="checkbox"/> Other (specify)			

B. APPLICATION INFORMATION

Required items include:

- ☒ Subdivision application form.
- ☒ The Preliminary Subdivision Application fee. Please make cheques payable to the Minister of Finance.
- ☒ An authorization letter from the owner if someone else is applying on the owner's behalf.
- ☒ Original plus five copies of a scaleable sketch plan of proposed layout.

Properly engineered drawings will be required for final approval. The sketch should contain:

- ☒ the date it was drawn
- ☒ the scale
- ☒ north arrow
- ☐ legal description of the property being subdivided, and its adjacent properties
- ☐ outline of the subdivision in red or heavy black line
- ☐ all proposed lots, remainders, parks, rights of way, easements and roads showing dimensions and areas
- ☐ any existing property lines or roads proposed to be removed, closed or relocated
- ☐ all steep banks or slopes exceeding 2 m high and all slopes of 25% or greater, within or adjacent to the proposal area
- ☐ location of existing buildings and structures on the property and adjacent properties within 30m of property boundaries
- ☐ location of any onsite water sources to be developed
- ☐ approximate location of all existing and proposed utility services
- ☐ existing access roads and other roads and trails on the property (state names of roads)
- ☐ site locations of the soil inspection test holes and the percolation tests on each parcel
- ☐ approximate extent of area available for sewage disposal surrounding the test holes
- ☐ location of sewage disposal system and wells on adjacent properties within 30 m of property boundaries

The sketch must include the approximate grades and widths of roads and a design profile, preferably including a cross-section of the proposed road.

- ☒ One copy of the current State of Title Certificate so that property encumbrances can be checked.
- N/A* ☐ Copies of any covenants, easements, rights-of-way or other charges registered against the title. These are available through the Land Title Office.
- later* ☐ A copy of Contaminated Sites Profile form or Contaminated Sites declaration statement, duly completed and signed.

Include these items as well, where applicable

- ☐ A copy of the Provincial Agricultural Land Commission application (if located within ALR). While a developer can apply for subdivision approval before he or she receives permission to proceed from the Agricultural Land Commission or the local government if it has been delegated the authority, the Provincial Approving Officer can only give approval if the property has cleared the Land Commission process in the meantime.
- ☒ One copy of any test required by the Regional Health Authority.
- ☐ A Development Permit and plan where applicable.
- ☐ A copy of BC Assessment Authority Tax Notice showing property tax classification.

Ministry of Transportation
and Infrastructure

FEB 27 2014

West Kootenay District
Grand Forks

C. SUBDIVISION APPLICATION FEES			PAYABLE UPON
1. Preliminary Subdivision Application	\$350.00	Per lot or shared interest, including remainders, to a maximum of \$70,000	Application
2. Final Conventional Plan Exam	\$50.00	Per examination	Final Subdivision Plan Submission
	\$100.00	Per lot, including remainders, on the final plan	
3. Final Strata Plan Examination	\$100.00	Per examination	
	\$100.00	Per lot, including remainders, on the final plan	
4. Other Strata Fees	\$100.00	To examine Form E for any phased development	Application
	\$100.00	To issue a Certificate of Approval for each phase of a building strata development	Certificate Issuance

Note: These fees may change without notice or amendment on this form. There may be other provincial and local government fees associated with your subdivision. To find out more, contact the local government in which the land is located, or contact the Islands Trust if located on the Gulf Islands.

D. FURTHER INFORMATION AND COMMENTS (Attach a separate sheet if more space is required)

- This is a boundary Adjustment. The property is in the A.L.R.
- We would like to use BC Reg 171/2002 as the boundary adjustment will allow for the more efficient use of farm land and farm buildings. See sketch for building locations.

E. OWNER(S)/APPLICANT INFORMATION

Property Owner(s) Full Name(s) Ann & Vern Regin		Home Telephone 250-446-2409
Address RR #2 Site 120, Comp 5 Rock Creek, BC		Business Telephone
VOH 140	E-Mail	Fax
Agent Full Name HOEFSLOOT LAND Surveying Ltd.		Home Telephone
Address P.O. Box 2740 Grand Forks, BC		Business Telephone 250-442-5597
VOH 140	E-Mail hls1.art@gmail.com	Fax

I certify that all the information about and on all plans and other attachments is true, correct and complete.
I understand that this submission constitutes a preliminary application only.
No approvals are implied prior to receipt of written preliminary approval from the Ministry of Transportation.

Owner/Authorizing Signature

Date (yyyy/mm/dd)

Applicant/Agent Signature

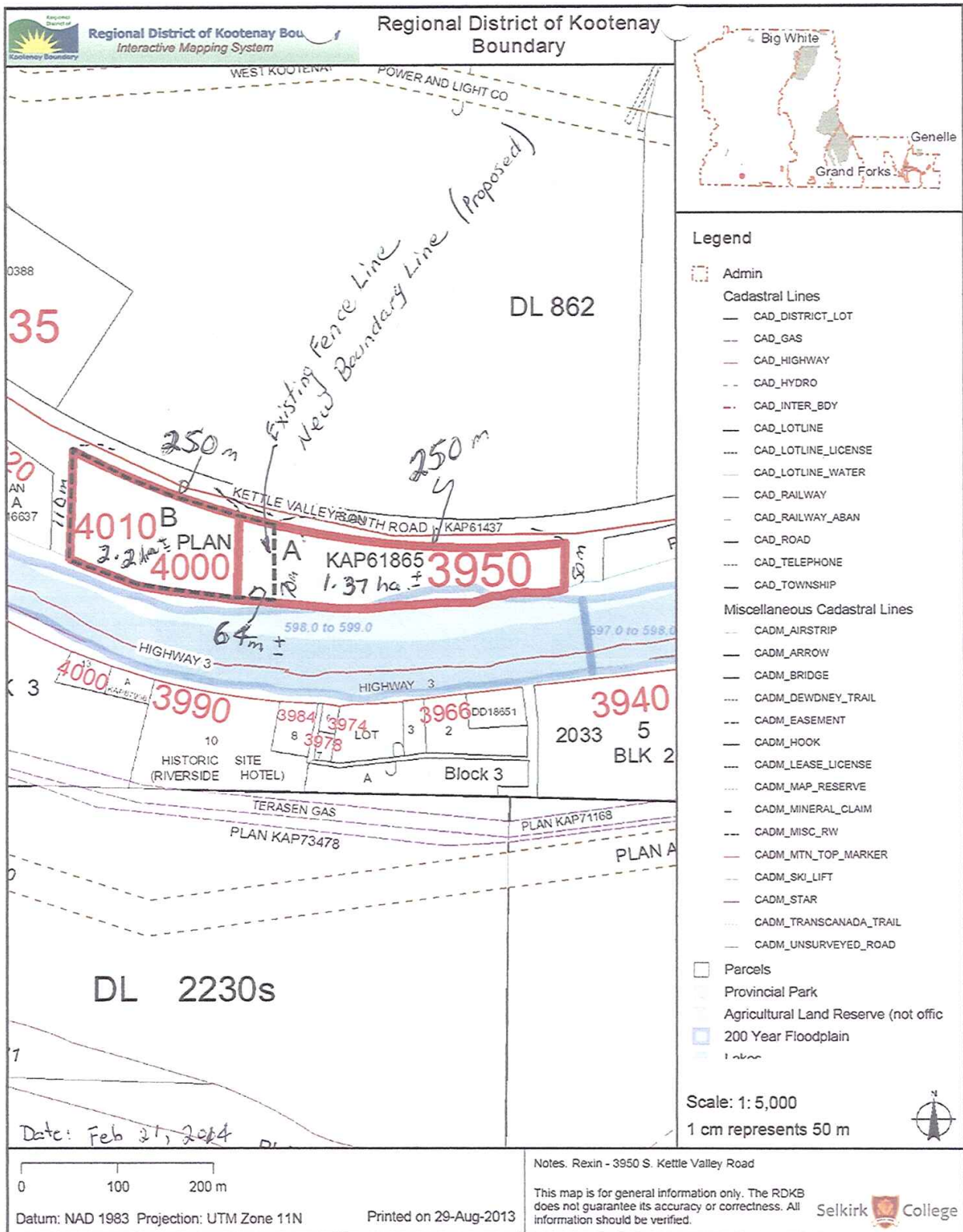
Date (yyyy/mm/dd)

[Signature]

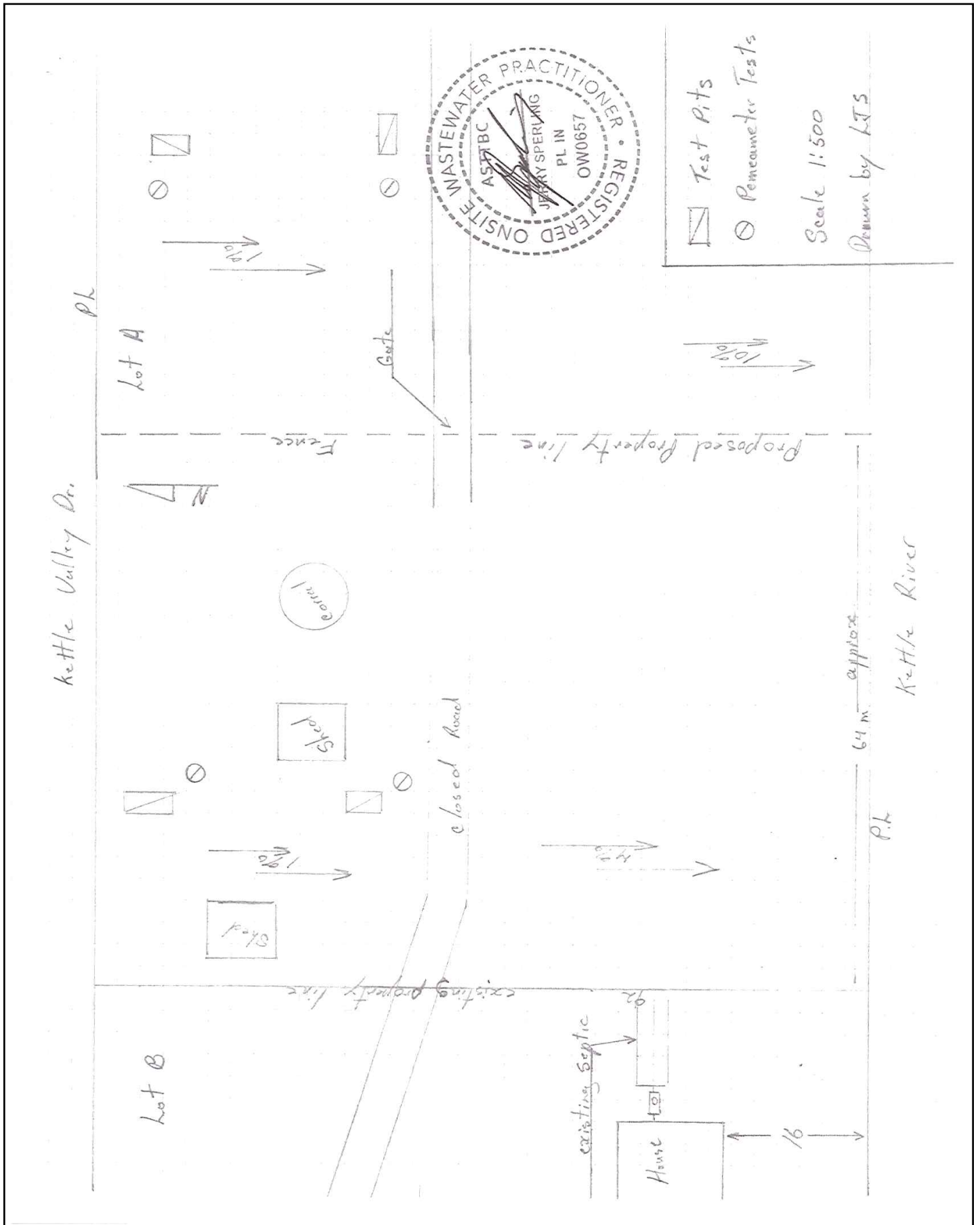
Feb. 24/2014

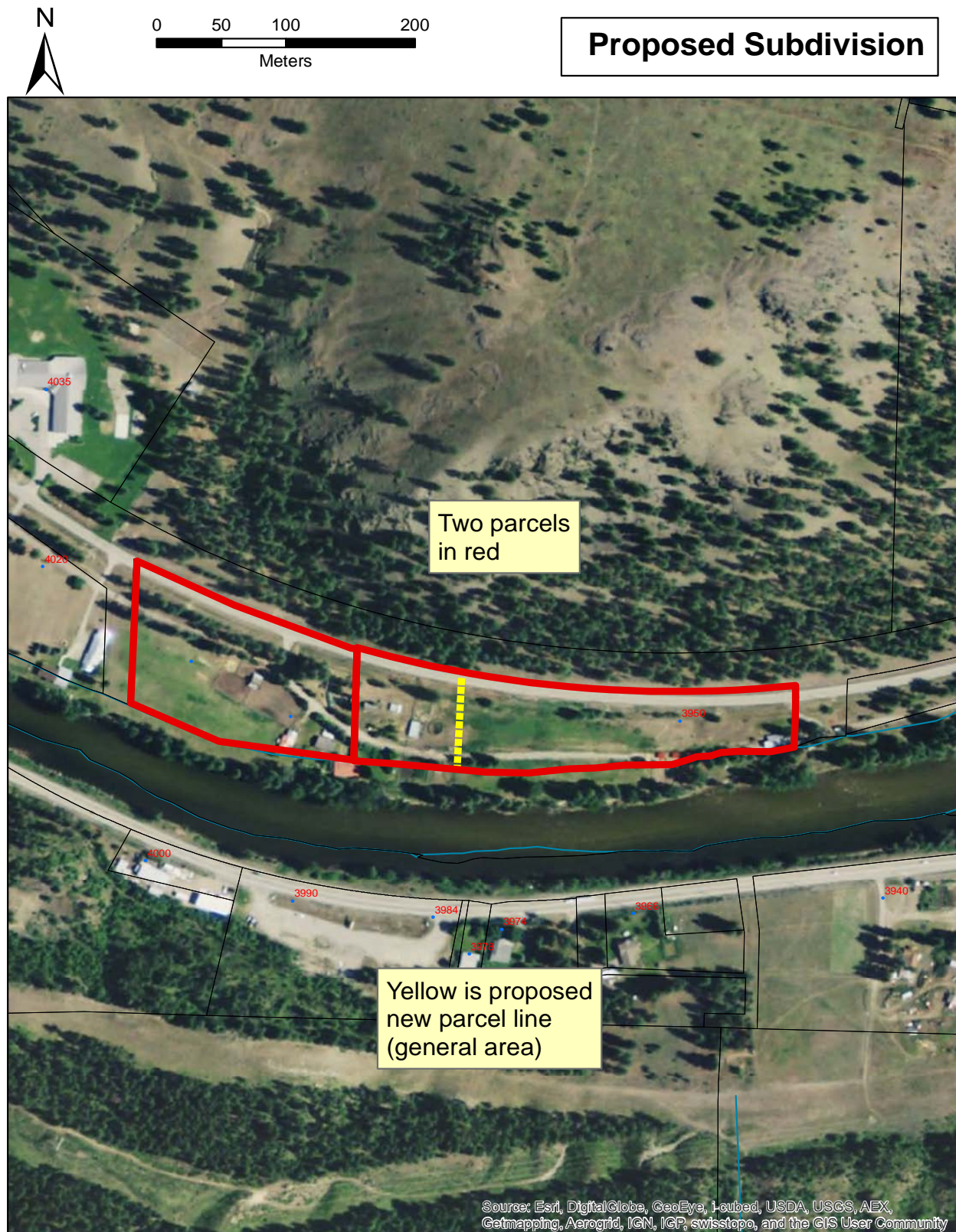
Collection of Information:

The personal information on this form is collected under the authority of the Land Title Act. The information collected will be used to process your preliminary subdivision application, and it may be necessary for the ministry to provide this information to other agencies involved in the review and approval process. If you have any questions about the collection, use and disclosure of this information, contact the District Development Technician at the nearest Ministry of Transportation office.



- Note: See attached plan with septic report for building locations.





Projected Coordinate System:
NAD 83 UTM Zone 11N



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2014

Ministry of Transportation and Infrastructure – Road Closure Amended			
Applicant: ATCO Wood Products		File No: A-12, adjacent to Lot A, Plan NEP21934, DL 1236, KD, (PID: 019-133-294)	
Location: Portion of Hepburn Drive, adjacent to ATCO Wood Products Manufacturing Facility, Area 'A'			
Legal Description: Portion of Hepburn Drive Length of Proposed Closure: Hepburn Drive			Area(s): ±500 meters
OCP Designation: Industrial; Rural Residential 1; Agricultural Resource 2 (ATCO side); Rail Trail Corridor (BNSF side)	Zoning: Industrial 4; Rural Residential 1 (R1); Agricultural Resource 2 (AGR2) (ATCO side); Rail Trail Corridor 1 (BNSF side)	ALR status: Out	DP Area: NA
Contact Information: Jill Carruthers District Development Approvals BC MOT, West Kootenay District 250-354-6427 Jill.Carruthers@bc.gov.ca			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

The Regional District has received this referral from the Ministry of Transportation and Infrastructure regarding a proposed road closure on Hepburn Drive, near the entrance to the ATCO Wood Products Manufacturing Facility just outside of Fruitvale (*see Site Location Map*). An original road closure request for the portion of Hepburn Road in front of the plant was submitted in October 2103. This is an amendment to that application, requesting an additional 400m of road closure.

PROPOSAL

ATCO Wood Products has applied to the Ministry of Transportation and Infrastructure to have a portion of Hepburn Drive (about 500m) in front of and beyond their manufacturing facility closed, to facilitate expansion of their veneer manufacturing plant.

HISTORY / BACKGROUND FACTORS

Last fall the RDKB received a referral of an application submitted by ATCO Wood Product for a closure of Hepburn Road in front of their veneer plant and office. The length was about 100 meters. ATCO is amending the application to extend the closure northeast, to include the frontage on parcels they recently acquired, plus two other parcels at the end of the R/W. The closure would extend about 500 meters, to where the Hepburn Road R/W meets Beaver Creek (*see Road Closure Photo*).

Applicable Official Community Plan Policies and Objectives

The Area 'A' OCP has objectives and policies on Transportation, Rail and Trail Corridor protection, and Industrial development. Some of them may be worth considering in respect to this referral.

Transportation Objectives and Policies

Hepburn Drive is designated as 'Roads' in the Area 'A' OCP. Area 'A' OCP Objectives and Policies regarding Roads are captured in the provisions on 'Transportation'. They include:

OBJECTIVES

- To support the Ministry of Transportation and Infrastructure's continued development and protection of road elements to ensure the safe and efficient movement of people and goods while supporting economic growth;
- To maintain and improve as deemed necessary, public transportation services within the built-up parts of the Plan Area;
- To encourage the use of abandoned railway rights of way for non-motorized recreational trails and utility corridors, while maintaining the integrity of the rights of way for possible future rail use; and
- To encourage a healthy, active lifestyle through increased walking and biking by encouraging the development and use of non-motorized transportation corridors.

Some of the **Policies** include:

Support the planning and development of arterial roads, major collectors, and local streets which best serve the traffic needs of the Plan Area while having a minimal impact on the area's existing residential, rural, agricultural and environmental qualities.

Support the Ministry of Transportation and Infrastructure in recognizing the necessity to successfully merge land use development with the need for efficient transportation corridors, while avoiding impacts on agricultural lands and sensitive ecosystems wherever possible;

Support the continued operation of the railway as a benefit to the local economy.

Rail /Trail Corridor Objectives

In addition, there are specific objectives and policies in the OCP on the Rail/Trail Corridor. The proposed road closure should not have any impact on this corridor. However, the objectives are worth considering. They include:

OBJECTIVES

- To protect the integrity of the BNSFR railway right of way for corridor type uses;
- To recognize the importance of transportation corridors for economic growth of the Greater Trail Area; and
- To support the acquisition of the abandoned portion of the Burlington Northern Santa Fe Railway right of way by a public body.

Industrial Land Objectives and Policies

Potentially relevant objectives and policies concerning industrial lands are as follows:

OBJECTIVES

- To designate an adequate amount of industrial land to meet the anticipated needs for at least the term of this Plan;
- To minimize conflicts between industries and adjacent land uses;
- To retain existing industrial jobs and opportunities; encourage industry to expand their businesses; and encourage the establishment of new businesses;
- To support existing industrial operations located on "Industrial" designated lands within the Plan Area.

POLICIES

Recognize the importance of the existing industries in the Plan Area that are designated "Industrial", and support and encourage existing industries to remain and expand in the Plan Area.

IMPLICATIONS

As noted, the proposed road closure would extend to the northwest beyond the parcel where the plant operates to include parcels recently acquired by ATCO, plus two others.

If the road closure is approved, there will no longer be public road access to these parcels. The ATCO lots still have dwellings on them. ATCO appears to have plans to use these parcels in their operations, and the parcels may not be very marketable as residential lots due to their proximity to this industrial site. However they could be sold to another party. In that event, this existing road access would be gone. If the road closure is approved, the Ministry may consider a covenant restricting sale, or guarantying access, or requiring lot consolidation, as a condition of road closure.

The other two parcels at the end of Hepburn Drive not owned by ATCO are accessed off Caughlin Road. Beaver Creek runs through these parcels and the developed portion of the parcels are north of the Creek. However, the undeveloped southern portions of these lots potentially have access from Hepburn Drive (even though the R/W is not developed in front of these lots) and the road closure would extinguish that potential access (*see Road Closure Photo*).

Further, the water lines servicing two parcels on Caughlin Road (one of the above plus the parcel to the west) runs along the Hepburn Drive R/W, and service access could be impacted by the road closure. That subject is discussed in more detail below.

APC COMMENTS

The Area 'A' APC did not meet, but several members expressed the following comments:

- As stated earlier I think this is a good idea but like Atco's property some parcels on Coughlin cross over Beaver Creek. The owners cannot access these parts by crossing the creek possibly a letter of understanding could alleviate this. Also would this have any effect on Fruitvale waterworks easement as the water works goes to the end of the road and services three properties across the creek on Coughlin.
- I like the idea of a letter of understanding. Otherwise, no concerns from my perspective.
- I would support this road closure application with the condition that the adjoining neighbours approve and that a restrictive covenant be placed on the Atco titles that they cannot be sold separately.
- I am in favour of the road closure as long as the neighbours that are affected are informed of the closure and can comment on same.

ADDITIONAL COMMENTS

Comments were received by ATCO, potentially impacted neighbours, the Village of Fruitvale, and the RDKB Environmental Services Department. These comments primarily dealt with the existence of water lines servicing parcels at the end of the R/W. These parcels are between Caughlin Road and Hepburn Drive. The dwellings and structures on these parcels are accessed off Caughlin Road. However the water lines

servicing them cross Hepburn Drive and the hydrants and connections extend along the north side of the R/W (*see Waterline Service Layout*).

The comments suggest that if the road closure is approved, that access to the water lines be preserved, preferably through an easement or a statutory right of way.

The private property owners at the end of Hepburn Drive further commented that the road closure would remove access to their property from Hepburn Drive. They acknowledge that the R/W is not maintained to their property, and that there is no development on these portions of the parcels. However, they submit that there is no bridge crossing over Beaver Creek to the southern portions of their property, and thus the only access to these portions of the parcels is by Hepburn Drive (*see Comments*).

RECOMMENDATION(S)

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed road closure on Hepburn Drive described as that portion of Hepburn Drive, adjacent to ATCO property, Lot A, Plan NEP21934, DL 1236, KD, be received, and that the comments received be provided to the Ministry for consideration.

ATTACHMENTS

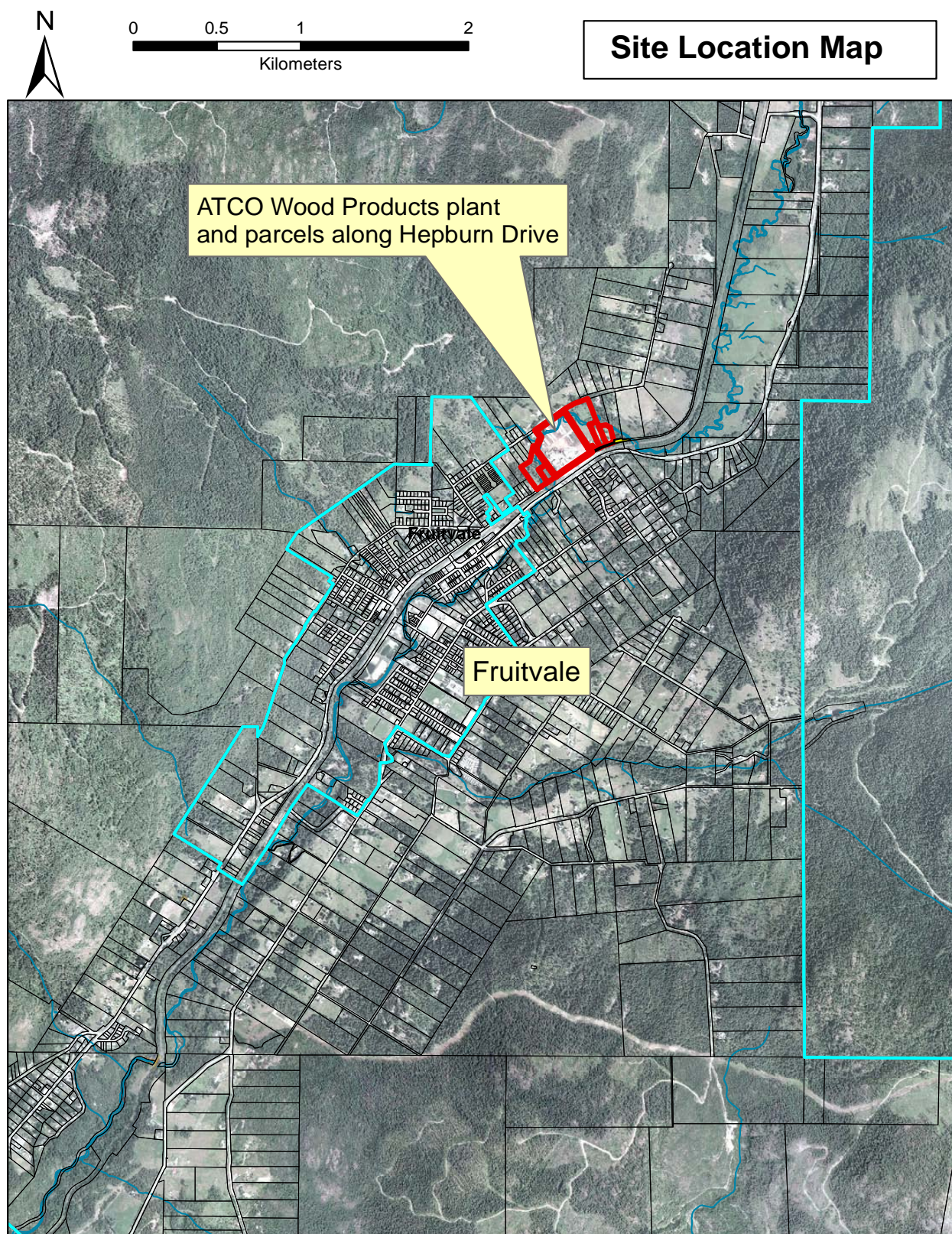
Site Location Map

Applicant's Submission

Road Closure Photo

Waterline Service Layout

Comments



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicant's Submission

Jeff Ginalias

From: Carruthers, Jill TRAN:EX [Jill.Carruthers@gov.bc.ca]
Sent: March-14-14 11:24 AM
To: 'info@village.fruitvale.bc.ca'; 'stacey.ireland@telus.com'; Jeff Ginalias; 'Robertson, Karen'
Subject: Ammendment to Proposed Road Closure - Hepburn Drive
Attachments: ATCO Hepburn Drive Proposal Map 1 (2) green.pdf; ATCO Hepburn Drive Proposal green.pdf

Good morning,

There has been an amendment to the below road closure application. The applicant would now like to close the entire section of Hepburn road as highlighted in green on the attached maps.

It would be appreciated if you would examine this application from the viewpoint of your regulations and policies and give us your comments. Please send your reply to this office, with a copy to the applicant:

Scott WeatherFord
 c/o ATCO Wood Products,
 PO Box 460
 Fruitvale, BC
 V0G 1L0

If you have any questions please feel free to call me at 250-354-6380

In order to expedite the processing of the application, could you please reply by June 14, 2014. Please quote file number 2012-02013 when contacting this office.

Sincerely,

Jill Carruthers, *AScT Enviro*
 District Development Approvals Technician
 BC MOT
 West Kootenay District
Jill.Carruthers@gov.bc.ca
 Ph: 250-354-6380
 Please consider the environment
 before printing this email.

From: Carruthers, Jill TRAN:EX
Sent: Thursday, August 22, 2013 3:40 PM
To: 'Jeff Ginalias'; 'Robertson, Karen'; 'info@village.fruitvale.bc.ca'
Subject: Proposed Road Closure -

Good afternoon,

Re: Proposed Road Closure Approval Application for: Portion of Hepburn Drive adjacent to ATCO property, Lot A, plan NEP21934, DL1236, KD, PID 019-133-294. located in Fruitvale, BC.

Attached is a copy of a proposed Road Closure Approval Application regarding the above noted location. The portion to be closed is shown on the attached plan highlighted in green.

It would be appreciated if you would examine this application from the viewpoint of your regulations and policies and give us your comments. Please send your reply to this office, with a copy to the applicant:

Scott Weatherford
c/o ATCO Wood Products,
PO Box 460
Fruitvale, BC
V0G 1L0

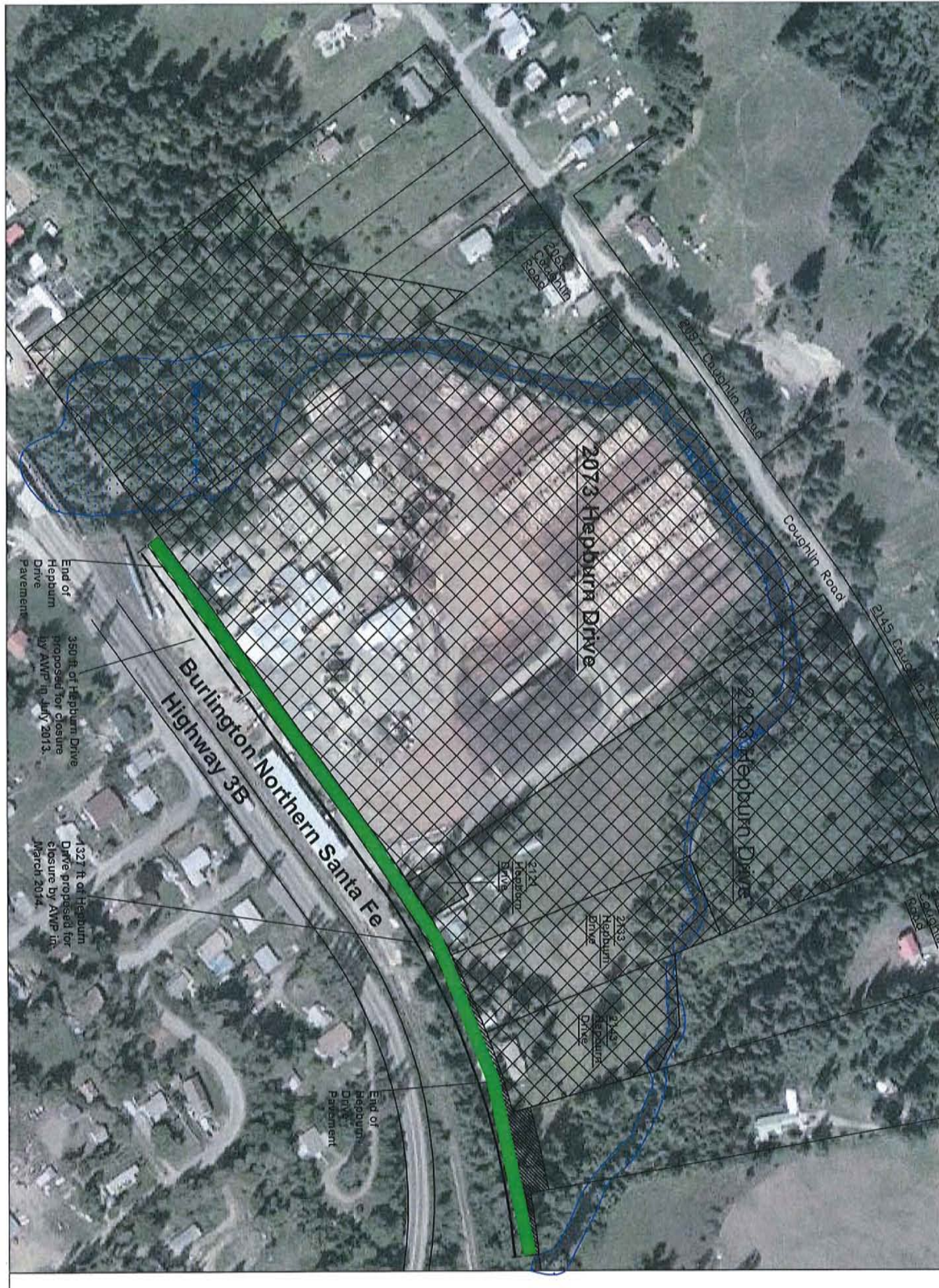
If you have any questions please feel free to call me at 250-354-6380

In order to expedite the processing of the application, could you please reply by Please quote file number 2012-02013 when contacting this office.

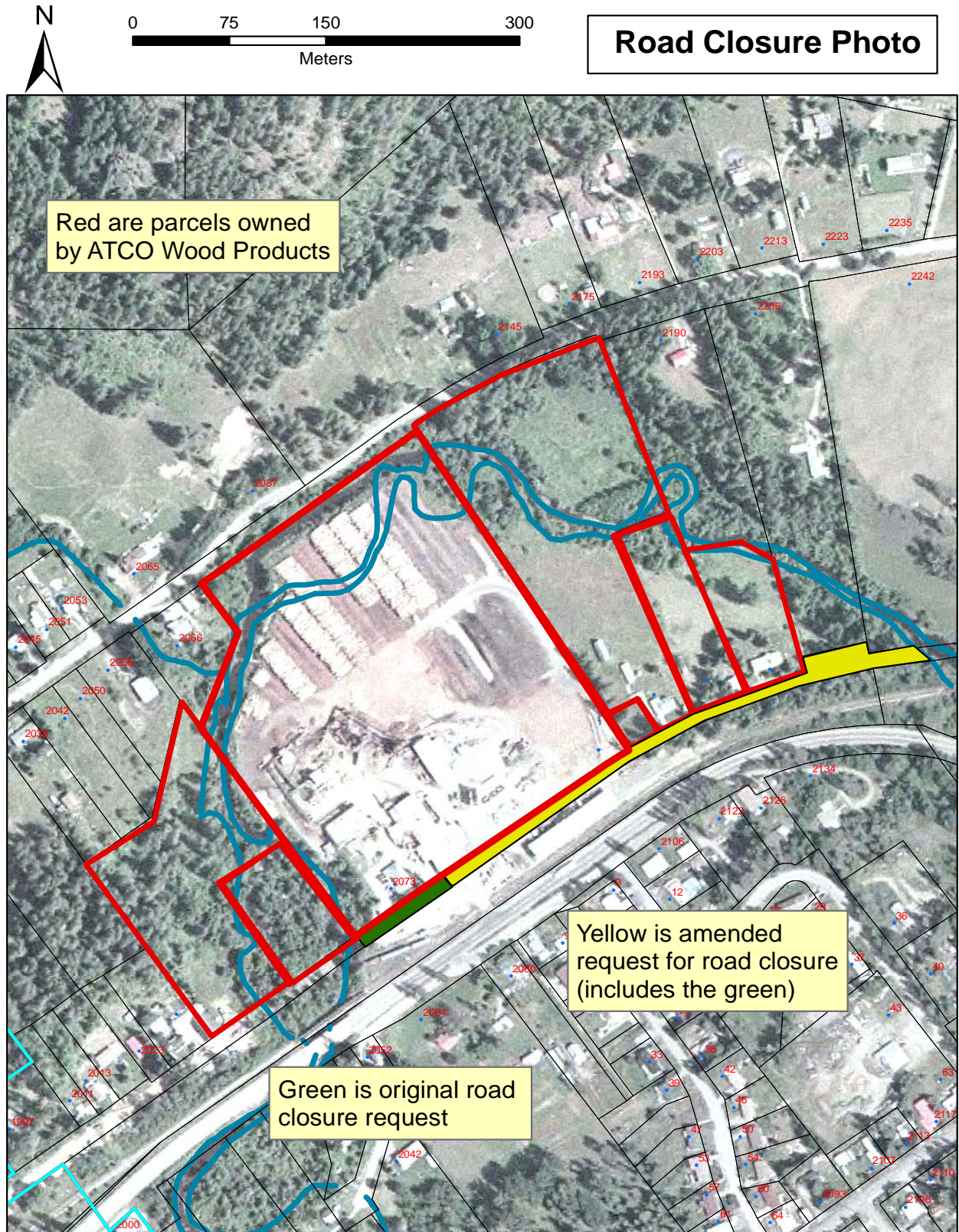
Yours truly,

A handwritten signature in black ink, appearing to read 'Jill Carruthers', with a long horizontal line extending to the right.

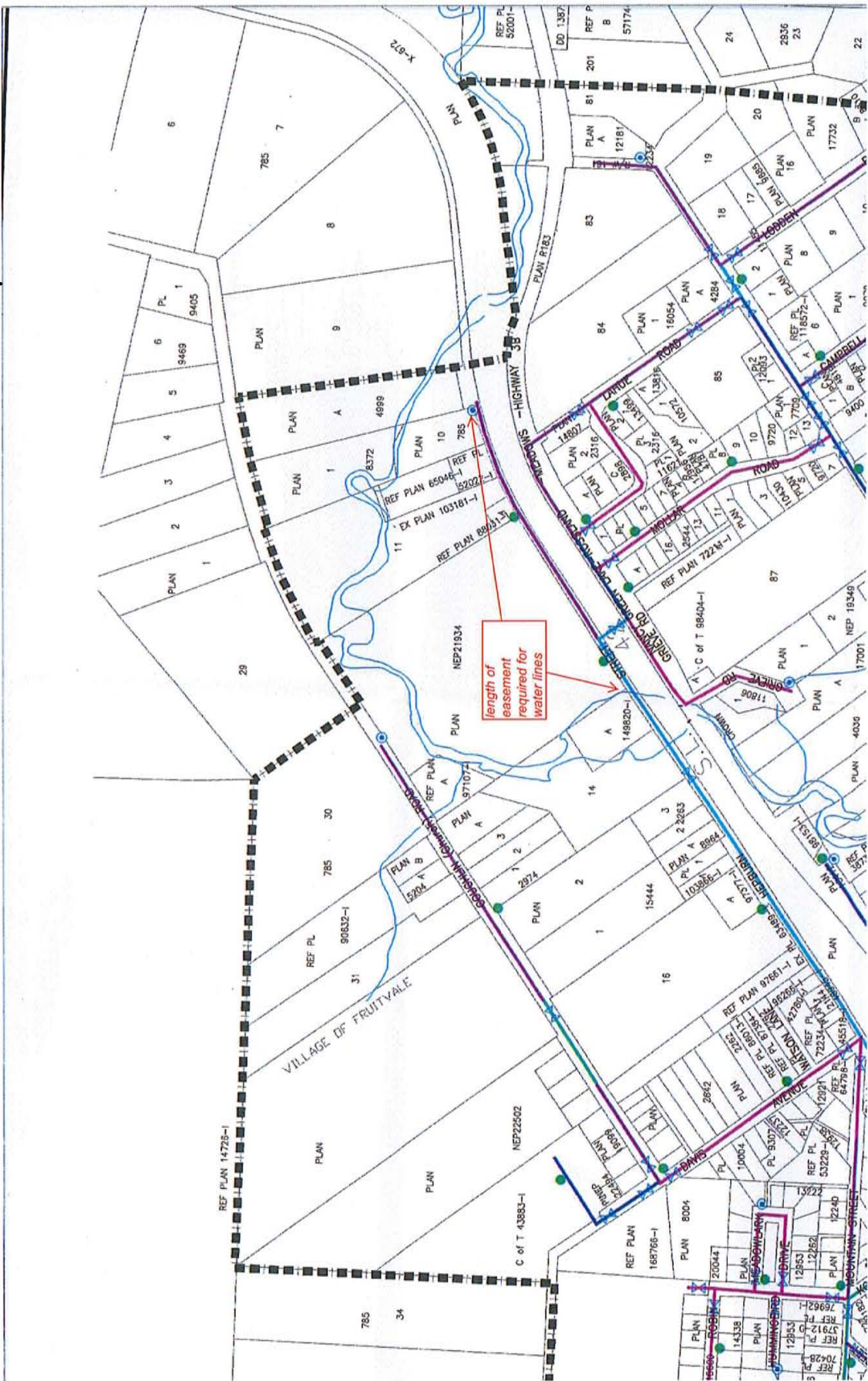
Jill Carruthers ASTTBC
District Development Approvals Technician (TELP)
BC MOT
West Kootenay District
Jill.Carruthers@gov.bc.ca
Ph: 250-442-4311 Fax: 250-442-4317
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Waterline Service Layout



Comments

ADVISORY PLANNING COMMISSION ELECTORAL AREA 'A'

The meeting planned for April 1, 2014 was cancelled.

Comments were sent via E mail regarding the following application.

ATCO WOOD PRODUCTS

RE: MOTI Road Closure Amended

Portion of Hepburn Drive, adjacent to ATCO Wood Products
Manufacturing Facility, Area 'A'
RDKB File: A-12

RESULTS OF COMMENTS

- One abstention
- "As stated earlier I think this is a good idea but like Atcos property some parcels on Coughlin cross over Beaver creek. The owners cannot access these parts by crossing the creek possibly a letter of understanding could alleviate this. Also would this have any effect on Fruitvale water works easement as the water works goes to the end of the road and services three properties across the creek on Coughlin"
- "I like the idea of a letter of understanding. Otherwise, no concerns from my perspective."
- "I would support this road closure application with the condition that the adjoining neighbours approve and that a restrictive covenant be placed on the Atco titles that they cannot be sold separately"
- "I am in favour of the road closure as long as the neighbours that are affected are informed of the closure and can comment on same."

LETTERS ATTACHED

Emails from: Scott Weatherford, Atco Wood Products
Shane and Jeeni Bjarnason
Jo Bailey

Comments

From: Scott Weatherford [<mailto:scott.weatherford@atcowoodproducts.com>]

Sent: March-26-14 12:30 PM

To: 'Ali Grieve'

Cc: craig.stemmler@atcowoodproducts.com; 'Ron Ozanne'

Subject: FW: Atco Road Closure Application

Importance: High

Hi Ali,

I received a note from both Craig Stemmler and Ron Ozanne about our proposal for closure of Hepburn Drive. Craig is away this week, and I'm a bit closer to this situation than Craig, so I can provide some insight into our proposal.

- About 3 weeks ago, ATCO closed on the purchase of the Semenuk Property at the end of Hepburn Drive. We provided the owners with flexibility to move to their new house when they were ready following the closing. Hence, we just took possession of the property at the end of last week.
- With this acquisition, ATCO now owns all of the properties that are accessed along the portion of Hepburn Drive between Beaver Creek. I've attached some diagrams that depict the areas in question.
- We have asked the MOT to close this portion of Hepburn Drive, and to provide ATCO the opportunity to purchase the road from the Province.
- Our belief is that with ownership of these properties along Hepburn, ATCO's ownership of this portion of Hepburn Drive seems like a natural fit. It will simplify the access of our forklifts from the plant to the rail line (currently all of our mobile equipment have highway crossing permits to cross Hepburn Drive). It will also provide us with additional space for our existing operations. We're also better positioned to look after this piece of road real estate than the MOT given our operations on both sides of Hepburn, and the fact that ATCO is the only entity that would be using this road.
- I noticed in the email chain below, there was a comment from Rob Ironmonger regarding restricting ATCO from reselling any of the properties separately if we acquire Hepburn Drive. We don't have a problem with that restriction, as it makes sense to us with the acquisition of the road.

If necessary, I'm happy to come to an APC meeting to make these points in person and answer any other questions that may come up.

Thanks,

Scott

Comments

& &

&

Hi Ali,

I'm happy to provide some more information on our perspective on the questions that Jim put forward:

1) **Regarding the Coughlin Road properties**– There are two properties on Coughlin Road where their rear property line abuts a portion of the Hepburn Drive right of way. These properties are 2206 Coughlin and 2242 Coughlin. Beaver Creek passes through both of these properties, creating a situation where a small portion of these properties lies between Beaver Creek and the Hepburn Drive right of way. All of the structures on both of these properties lie on the Coughlin road side of Beaver Creek, and Coughlin Road provides the primary access to these properties. The paved portion of Hepburn Drive ends prior to where each of these properties abuts the Hepburn Drive right of way, with vegetation on the right of way beyond the paved portion of Hepburn Drive. The situation that would be created on these two properties with the closure of Hepburn Drive is similar to many other properties in Area A through which Beaver Creek passes (a portion of a property is rendered inaccessible due to the configuration of adjoining parcel lines and the location of a water course). On a personal note, I have this exact situation with my personal residence on Webster Road where Kelly Creek bisects a portion of my property making the far side of the property inaccessible. Because of the regular occurrence of this situation within Area A, we did not consider the impact on these two properties to require mitigation prior to proposing the road closure to the MOT. Does the APC know how this issue may have been resolved in similar situations in the past, or if there is any precedence that can help guide us on the proper resolution of this question? Regardless, we would be amenable to Jim's suggestion of providing a letter of understanding regarding access to the impacted portions of these properties if such a letter is necessary.

2) Regarding the water system lines under Hepburn Drive – We were not aware that the water lines under Hepburn drive passed under Beaver Creek and serviced properties on Hepburn Drive (we believed that they only serviced the properties on Hepburn Drive). The MOT would have referred this proposal to the Village of Fruitvale, which would provide them the opportunity to comment on this situation. We have not received any comments from them yet. I will contact Lila at the Village Office to raise this issue, and seek a resolution. We would be amenable to provide an easement for the water lines as a resolution.

Thanks,

Scott

Comments

From: "jobailey11@shaw.ca" <jobailey11@shaw.ca>
Date: April 1, 2014 at 10:23:15 AM PDT
To: <jillcarruthers@gov.bc.ca>, <aligrieve@telus.net>, <scbjarnason@shaw.ca>
Subject: Hepburn Drive Road Closure File 2013-03821

Ministry of Transportation
 And Infrastructure
 West Kootenay District
 4th Floor - 310 Ward Street
 Nelson, B.C. V1L 5Y4
 April 1, 2014

Attention: Jill Carruthers
 Re: Road Closure File 2013-03821

Further to the letter of March 26, 2014 to Shane and Jeeni Bjarnason regarding the application to close a portion of Hepburn Drive adjacent to Lot 2206 Caughlin Road, NEP499, Lot A, DL 1236.

I also live on this property in my Mobile home (Man.HomeReg.#85174) and pay separate property taxes and water taxes.

If this road is purchased and therefore closed to us, my concerns are the same as Jeeni and Shanes.

- we would both lose access to the lower part of this property
- our water line starts at Hepburn Road, and we wouldn't have access to the water main shut-off valve.
- There would be times we would have to work on our line and would be unable to have access.

My water line is an extension of the same line as Bjarnasons and we both pay separate water tax bills.

We would appreciate it if our concerns would be taken into consideration at this time.

Sincerely,

Jo Bailey
 Box 1212
 1 2206 Caughlin Road
 Fruitvale, B.C., V0G 1L0

250-367-9972

Comments

-----Original Message-----

From: Shane [mailto:scbjarnason@shaw.ca]
 Sent: March-31-14 5:20 PM
 To: jill.carruthers@gov.bc.ca; aligrieve@telus.net
 Subject: re road closure file 2013-03821

Jill,

Further to our phone conversation and the letter received about the partial road closure of Hepburn Dr. that is adjacent to our Lot 2206 Caughlin Rd., NEP4999, Lot A, DL 1236.

-We can only access the southern portion of our land via Hepburn Dr. there is no other access.

-We will not be able to access the southern part of our land as Beaver creek divides our property. There is no bridge or any other access to get across Beaver creek to access the southern portion of our property, the only access is Hepburn Dr..

-We get our water from the village of Fruitvale. The water main that services our property and the property beside us (2190) are serviced from this main. Our water shut off and the water shut off for 2190 are located along Hepburn Dr. at the south west corner of our property. We or the Village of Fruitvale will not have access to these shut offs should the need arises. We have had two instances in past years where our water line broke at the the southern portion of our property and we had to have the water turned off by the Village of Fruitvale so we could repair the line via access from Hepburn Dr.. If the road closure happens the village will not be able to access the water shut off and we will not be able to access the southern portion of our land.

-We have talked to the property owners of 2190 Caughlin Rd. and they have similar concerns with regards to their water supply and access rights as they have a waterline easement on the south west portion of our property granting them access so they can service/repair their water line. Closing the road would deny them access to their water line easement.

-We have paid our taxes and water taxes on time every year we have owned the property. If the road closure happens it will deny us of some basic homeowner rights like the ability to access the southern portion of our property and to have a reliable source of water which we have paid for.

Shane and Jeeni Bjarnason

Comments

Jeff Ginalias

From: Bryan Teasdale
Sent: April-07-14 2:17 PM
To: Jeff Ginalias
Subject: FW: Atco Road Closure application
Attachments: BVWS Atco proposal.pdf; RE: Road Closure - MoT File #2013-05245

Hi Jeff,

This is the current info I have on this subject. Also attached is correspondence to MoTI regarding a similar easement that was required for the Tamarac Trailer Court. If you need anything else, let me know.

Regards,

Bryan Teasdale
 Manager of Infrastructure and Sustainability
 Environmental Services Department
bteasdale@rdkb.com



Regional District of Kootenay Boundary

202-843 Rossland Avenue
 Trail, BC V1R 4S8
 phone 250.368.9148
 toll free 1.800.355.7352
 fax 250.368.3990
www.rdkb.com

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Please consider the environment before printing contents of this email

From: Bryan Teasdale
Sent: April-01-14 5:12 PM
To: Mark Andison
Cc: Cresswell Lila
Subject: Re: Atco Road Closure application

Hi Mark,

Further to our discussion yesterday, please see the additional information from the Village of Fruitvale, the operator of the Beaver Valley Water System.

When we receive more precise information on the location and configuration of the required easement, I will pass it on to you for your files. If you have any questions in the meantime, please let me know.

Thanks,
 Bryan Teasdale
 RDKB Manager of Infrastructure and Sustainability

Comments

On Apr 1, 2014, at 4:12 PM, "CAO" <cao@village.fruitvale.bc.ca> wrote:

Hi Bryan

Following up on the email yesterday regarding the need for an easement or SROW for the water line down Hepburn Drive:

The water line is on the SE side of the road. The hydrants and water connections (both the Atco and the 2 residential at the end) are on the NW side of the road. Therefore the area of interest must include road crossings at both hydrants and both water connections/shutoffs. Glen has taken photos of the areas of concern which I will forward to you as soon as I receive them.

<image003.jpg> **Lila Cresswell, CAO**

Village of Fruitvale

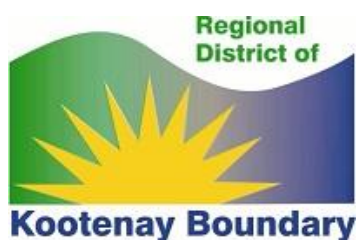
POBox 370, 1947 Beaver Street

Fruitvale, BC V0G 1L0

Tel 250-367-7551

iPhone 250-231-7973

Email cao@village.fruitvale.bc.ca



STAFF REPORT

Date: 12 Jan 2014

File

ES Administration -
Water

To: **Chair Worley and Members,
Electoral Area Services
Committee**

From: Bryan Teasdale, Manager of
Infrastructure and Sustainability

Re: RDKB Strategic Goals and Measures -
RDKB Owned and Operated Water
Systems

Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and sustainability, regarding the development of goals and objectives for RDKB owned and operated water systems.

History/Background Factors

In 2012, the RDKB Board of Directors approved a new Strategic Plan with emphasis on the development of meaningful performance metrics for each service. This Report specifically looks at possible performance metrics to be used for both local and sub-regional water management.

GOALS

As with any public operated utility, the primary goal for Staff working in domestic water management services is to meet and/or exceed current federal and provincial performance standards. These standards are presented to the RDKB through numerous mechanisms, including operating permits, regulations, certificates, etc. For the purpose of this report, the minimum standards that the RDKB must meet are:

1. Current Interior Health Authority (IHA) Operating Permit Conditions (each system has their own specific conditions), and

2. Applicable Provincial and Federal Acts, Regulations and Policies (Canada Water Act, Fisheries Act, Water Sustainability Act, etc) for owners and operators of potable water systems.

When the above minimum standards have been achieved, the RDKB has developed secondary goals, which are:

- * Cost efficient and time efficient service delivery without compromising the health and safety of employees, the general public, or the surrounding environment,
- * Reliable service and infrastructure requirements,
- * Safe and productive workplace,
- * Organizational leadership and development, and
- * Relevant stakeholder consultation, understanding and support activities.

STRATEGIES

The current strategies employed by the RDKB in meeting these goals have been set out by both management and staff within the operation, and currently include the following activities:

1. Continuous review and re-development of current service delivery models,
2. Implementation of a proactive approach to current (and possible future) operational and maintenance activities,
3. Maximum utilization of current infrastructure where applicable,
4. Implementation of Conservation Opportunities Policy, and
5. Appropriate staff training and awareness initiatives.

Based on the above factors, the attached draft 2014 Goals and Objectives matrix has been developed. Additionally, in order to maintain consistency, these goals and objectives are similar to all of the current water services owned and operated by the RDKB.

Implications

All of the data that would be used to calculate the recommended performance metrics is currently recorded in some type of fashion. As such, it is expected that after the initial composition and interpretation of the information, preparing regular reports to the Board will only require a minimal amount of Staff time.

Advancement of Strategic Planning Goals

Reviewing and measuring service performance is consistent with the Board's overall goals related to exceptional cost effective and efficient services and the development of meaningful metrics to evaluate program performance.

Background Information Provided

1. Rivervale Water System Goals and Objectives Matrix Sheet
2. Columbia Gardens Water System Goals and Objectives Matrix Sheet

Alternatives

1. Receive the Staff Report.
2. Receive the Staff Report and approve the recommended performance metrics for RDKB owned and operated water systems.
3. Receive the Report and not approve the recommended performance metrics for RDKB owned and operated water systems.
4. Receive the Staff Report and direct Staff to research and present alternate performance metrics for RDKB owned and operated water systems.
5. Not to Receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and sustainability, regarding the development of goals and objectives for RDKB owned and operated water systems, be received.

That the Electoral Area Services Committee recommend that the RDKB Board of Directors approve the recommended performance metrics for RDKB owned and operated water systems.



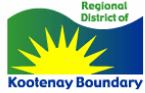
**Regional District of Kootenay Boundary
Columbia Gardens Water System
2014 Goals and Objectives**

Goals/Objectives	Measure	2014 Target	(Current Reporting Period)
<ul style="list-style-type: none"> • Exceptional Cost Effective And Efficient Services • Safe, accessible drinking water • Conserve potable water, and ensure water is available at all times 	<ul style="list-style-type: none"> • Boil Advisories • Operating Costs • Water Samples • System shutdowns, SCADA information 	<ul style="list-style-type: none"> • Zero complaints • Operating within set 2014 budget • Water samples within relevant criteria • Zero system shutdowns 	•
<ul style="list-style-type: none"> • Environmental Stewardship/Climate Preparedness/Water conservation and protection 	<ul style="list-style-type: none"> • Educational programs and training 	<ul style="list-style-type: none"> • One program per year 	•
<ul style="list-style-type: none"> • Improve and Enhance Communication • Ensure we are prepared for emergencies, including major disasters 	<ul style="list-style-type: none"> • Update Emergency Response Plans Yearly • Advisory delivery to users 	<ul style="list-style-type: none"> • Zero Complaints • Table Top Exercises 	•
<ul style="list-style-type: none"> • Internal inspection at least once per month 	<ul style="list-style-type: none"> • Insurance Inspections • Interior Health Inspection • OHS Committee Inspections 	<ul style="list-style-type: none"> • ZERO Deficiencies 	•
<ul style="list-style-type: none"> • Complete budgeted capital objectives 	<ul style="list-style-type: none"> • 2014 Budget 	<ul style="list-style-type: none"> • Keep within budgeted amount 	•
<ul style="list-style-type: none"> • Operating within regulatory standards and procedures • Environmental Protection 	<ul style="list-style-type: none"> • Interior Health Inspections • Staff Training 	<ul style="list-style-type: none"> • ZERO Deficiencies and /or Orders • Certification 	•
<ul style="list-style-type: none"> • Sustainable Infrastructure Planning/Upgrading 	<ul style="list-style-type: none"> • Reserve fund 	<ul style="list-style-type: none"> • 10% of Estimated Tangible Assets 	•

1 of 2

Goals/Objectives	Measure	2014 Target	(Current Reporting Period)
• ZERO Reportable Spills and Releases	• Incident/Accident and Spill reports and trending	• ZERO Reportable Spills	•
• ZERO LTI	• Trending vs Peer Group • WorksafeBC Premiums	• ZERO LTI	•
• ZERO RI	• Trending vs Peer Group • WorkSafeBC Premiums	• ZERO RI	•
• ZERO recordable vehicle accidents	• Accident reporting • Insurance claims greater than \$1,000	• ZERO Incidents.	•

2 of 2



Regional District of Kootenay Boundary
Rivervale Water
 2014 Goals and Objectives

Goals/Objectives	Measure	2014 Target	(Current Reporting Period)
<ul style="list-style-type: none"> • Exceptional Cost Effective And Efficient Services • Safe, accessible drinking water • Conserve potable water, and ensure water is available at all times 	<ul style="list-style-type: none"> • Boil Advisories • Operating Costs • Water Samples • System shutdowns, SCADA information 	<ul style="list-style-type: none"> • Zero complaints • Operating within set 2014 budget • Water samples within relevant criteria • Zero system shutdowns 	•
<ul style="list-style-type: none"> • Environmental Stewardship/Climate Preparedness/Water conservation and protection 	<ul style="list-style-type: none"> • Educational programs and training 	<ul style="list-style-type: none"> • One program per year 	•
<ul style="list-style-type: none"> • Improve and Enhance Communication • Ensure we are prepared for emergencies, including major disasters 	<ul style="list-style-type: none"> • Update Emergency Response Plans Yearly • Advisory delivery to users 	<ul style="list-style-type: none"> • Zero Complaints • Table Top Exercises 	•
<ul style="list-style-type: none"> • Internal inspection at least once per month 	<ul style="list-style-type: none"> • Insurance Inspections • Interior Health Inspection • OHS Committee Inspections 	<ul style="list-style-type: none"> • ZERO Deficiencies 	•
<ul style="list-style-type: none"> • Complete budgeted capital objectives 	<ul style="list-style-type: none"> • 2014 Budget 	<ul style="list-style-type: none"> • Keep within budgeted amount 	•
<ul style="list-style-type: none"> • Operating within regulatory standards and procedures • Environmental Protection 	<ul style="list-style-type: none"> • Interior Health Inspections • Staff Training 	<ul style="list-style-type: none"> • ZERO Deficiencies and /or Orders • Certification 	•
<ul style="list-style-type: none"> • Sustainable Infrastructure Planning/Upgrading 	<ul style="list-style-type: none"> • Reserve fund 	<ul style="list-style-type: none"> • 10% of Estimated Tangible Assets 	•

1 of 2

Goals/Objectives	Measure	2014 Target	(Current Reporting Period)
• ZERO Reportable Spills and Releases	• Incident/Accident and Spill reports and trending	• ZERO Reportable Spills	•
• ZERO LTI	• Trending vs Peer Group • WorksafeBC Premiums	• ZERO LTI	•
• ZERO RI	• Trending vs Peer Group • WorkSafeBC Premiums	• ZERO RI	•
• ZERO recordable vehicle accidents	• Accident reporting • Insurance claims greater than \$1,000	• ZERO Incidents.	•

2 of 2



Gas Tax Application

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Electoral Area B Director Linda Worley	Electoral Area C Director Grace McGregor	Electoral Area D Director Irene Perepolkin	<input checked="" type="checkbox"/> Electoral Area E Director Bill Baird
--------------------------------------------	----------------------------------------------	------------------------------------------------	--------------------------------------------------	--------------------------------------------------------------------------------

Application by:

Applicant:	Rock Creek & Boundary Fair Association		
Address:	3880 Kettle Valley Road South, PO Box 83 Rock Creek, BC V0H 1Y0		
Phone:	250-446-2465	Fax:	250-446-2639
Email:	rcfair.office@gmail.com		
Representative:	Lisa Sims, Treasurer.		

Where will the project take place:

Rock Creek Fair Grounds located at 3880 Kettle Valley Road South, Rock Creek

Is your organization a (please check where appropriate):

<input checked="" type="checkbox"/> Not-For-Profit/Charity	<input type="checkbox"/> Society	<input checked="" type="checkbox"/> Community Organization
------------------------------------------------------------	----------------------------------	------------------------------------------------------------

Project Description:

Upgrade all T-12 fixtures & ballasts for energy efficient T-8 fixtures. Replace existing commercial sanitizer for high efficiency Energy Star rated sanitizer. Replace electric hot water tank for Energy Star rated, propane on demand system. Install new wiring to vendor field to connect to generator to reduce consumption & relieve load from main electric panel during Fair weekend.

Project outcomes (please check where appropriate):

The Project will ultimately lead to:

<input type="checkbox"/>	Cleaner Air	<input type="checkbox"/>	Cleaner Water	<input checked="" type="checkbox"/>	Less Greenhouse Gas Emissions
--------------------------	-------------	--------------------------	---------------	-------------------------------------	-------------------------------

Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. kWh, GJ, Litres):

The purpose of this project is to replace all inefficient electrical lighting & equipment with new energy efficient Energy Star rated products with a goal of reducing our carbon footprint & related greenhouse gas emissions. The anticipated energy savings is approximately 26,040 kWh or 28% of our current consumption which translates into an estimated savings of approximately \$2,300.00 per year.

Please attach any documentation, prices or proposals to support your application.

Date: March 28, 2014

Signature: Lisa Sims

Print name: Lisa Sims

Rock Creek and Boundary Fair Association
Gas Tax Grant Budget

Budget

<u>Fluorescent Lighting</u>	# of Fixtures	Existing Technology	New Technology	Cost
Meeting Room & Washrooms	24	4' 2 lamp T12	4' 2 lamp T8 electronic ballast	\$961.31
Foyer/Kitchen/ Barn & Ag Building	67	8' 2 lamp T12	4' 4 lamp T8 electronic ballast	\$3,955.13
Dance Hall	18	4' 4 lamp T12	4' 4 lamp T8 electronic ballast	\$813.03
Exterior Yard &	1		50 w LED flood light	\$260.08
Parking Lot Lights	1		30 w LED flood light	\$203.12
	388		32W, T8 Bulbs	\$1,085.51
Total for Light Fixtures and Bulbs per attached quote from EB Horsman & Son				\$7,279.18 plus Tax & Delivery
Labour: 2 weeks or 160 man hours @ \$60.00 per hour (Estimate by D.Nakatsu)				\$9,600.00
<u>Wire</u>				
600 feet of #6 AWG ACWU 3 Conductor to run from Generator to Vendor Field to reduce electrical consumption on Fair Weekend.				\$2,350.00 plus Tax & Delivery
<u>Kitchen</u>				
Replace existing sanitizer with an Energy Star Rated Dishwasher/Sanitizer comes with High Efficiency 1 HP Pump and only uses 3.4 litres of water per rack.				\$9,200.00 plus Tax & Delivery
Replace existing 10+ year old electric Hot Water Tank with an Energy Star Rated On Demand Tankless System (Propane) incl supply & Install by certified Gas Fitter (Estimate provided by R. Uglik of Richard's Heating, Rock Creek, BC)				\$3,500.00 plus Tax & Delivery
Total Estimate Costs				\$31,929.18
10% Contingency				\$3,192.92
Total Projected Budget				\$35,122

		M E M O R A N D U M		
TO:	Director Ali Grieve, Area "A"			
FROM:	Beth Burget - Financial Services Manager			
RE:	Grants-In-Aid 2014			
Balance Remaining from 2013				\$ 9,860.00
2014 Requisition				\$ 31,467.00
Less Board Fee 2014				\$ (1,167.00)
Total Funds Available:				\$ 40,160.00
RESOLUTION #	DATE	RECIPIENT		AMOUNT
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den		\$ 500.00
74-14	Feb-14	J.L. Crowe - In Memory of Fallen Firefighters - scholarship		\$ 500.00
74-14		B.V. Communities In Bloom		\$ 2,500.00
110-14	Mar-14	BV Cross Country Ski Club - equipment garage floor repair		\$ 500.00
110-14		Village of Montrose - Montrose Family Fun Days		\$ 500.00
110-14		B.V. NiteHawks Hockey Club - jersey advertising		\$ 1,500.00
110-14		BV Golf & Recreation Society - replace bridge approaches		\$ 3,000.00
110-14		Champion Lakes Golf Course - tee box advertising		\$ 224.00
110-14		Beaver Valley May Days - sponsorship		\$ 4,000.00

		M E M O R A N D U M		
TO:	Director Linda Worley, Area "B"			
FROM:	Beth Burget - Financial Services Manager			
RE:	Grants-In-Aid 2013			
Balance Remaining from 2013				\$ 20,692.00
2014 Requisition				22,744.00
Less Board Fee 2014				(844.00)
Total Funds Available:				\$ 42,592.00
RESOLUTION #	DATE	RECIPIENT		AMOUNT
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den	\$	500.00
49-14		WINS Transition House	\$	1,000.00
74-14	Feb-14	J.L. Crowe - In Memory of Fallen Firefighters - scholarship	\$	500.00
74-14		BC Special Olympics - Trail - special olympics program	\$	500.00
74-14		Kootenay Columbia Learning Centre - 2014 Scholarship	\$	500.00
110-14	Mar-14	J.L. Crowe Grad 2014 - 2014 Dry Grad	\$	500.00
110-14		BC Seniors Games - Zone 6 - participation in games in Langley	\$	400.00
110-14		Genelle Senior's Club - new chairs/tables & 2 carts	\$	2,800.00
Total			\$	6,700.00
BALANCE REMAINING				\$ 35,892.00

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		M E M O R A N D U M		
TO:	Director Grace McGregor, Area "C"			
FROM:	Beth Burget, Financial Services Manager			
RE:	Grants-In-Aid 2014			
Balance Remaining from 2013			\$	6,819.00
2014 Requisition				60,450.00
Less Board Fee 2014				(2,150.00)
Total Funds Available:			\$	65,119.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
49-14	Jan-14	Christina Lake Community Hall - use by non-profits	\$	1,000.00
49-14		Christina Gateway Comm. Develop. - C.L. Homecoming	\$	15,000.00
49-14		Christina Gateway Comm. Develop. - C.L. Promotion	\$	3,255.00
49-14		Christina Gateway Comm. Develop. - Wedding Promotions	\$	1,500.00
49-14		Christina Gateway Comm. Develop. - Boundary Economic Devel.	\$	4,000.00
49-14		Christina Gateway Comm. Develop. - Community Activities	\$	1,000.00
49-14		City of Grand Forks - Family Day Event	\$	500.00
49-14		Boundary Chamber of Commerce - projects & initiatives	\$	2,500.00
49-14		Christina Lake Community Assoc. - Winterfest	\$	1,000.00
74-14	Feb-14	Grand Forks ATV Club - multi use trail system	\$	1,500.00
110-14	Mar-14	South Okanagan Minor Hockey - Midget Rep Tier 3 provincials	\$	400.00
110-14		BC Seniors Games - Zone 6 - participation in games in Langley	\$	400.00
110-14		Christina Gateway Development - non-profit advert. Assistance	\$	3,000.00
110-14		Christina Gateway Development - Temporary Use Permit	\$	735.00
110-14		Christina Gateway Development - 2014 Easter Egg Hunt	\$	300.00
110-14		Boundary Youth Soccer Association - upgrading of equipment	\$	2,000.00

M E M O R A N D U M			
TO:	Roly Russell - Acting Area "D" Director		
FROM:	Beth Burget - Financial Services Manager		
RE:	Grants-In-Aid 2014		
Balance Remaining from 2013			\$7,682.00
2014 Requisition			38,375.00
Less Board Fee 2014			(1,375.00)
Total Funds Available:			\$44,682.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
49-14	Jan-14	CFDC - Greater Trail - Junior Dragons' Den	\$ 500.00
49-14		Boundary Dog Sled Association - dog sled races at Jewel Lake	\$ 1,500.00
49-14		Community Futures Boundary - Fred Marshall attend Vancouver meeting	\$ 1,408.02
49-14		City of Grand Forks - Family Day event	\$ 500.00
74-14	Feb-14	Boundary Horse Association - licence fee renewal	\$ 3,460.00
110-14	Mar-14	Boundary Youth Soccer Association - upgrading of equipment	\$ 2,000.00
Total			\$9,368.02
Balance Remaining			\$ 35,313.98

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in Aids.xlsx 28/03/2014

M E M O R A N D U M			
TO:	Director Bill Baird, Area "E"		
FROM:	Beth Burget, Financial Services Manager		
RE:	Grants-In-Aid 2014		
Balance Remaining from 2013			\$ 22,225.00
2014 Requisition			\$ 86,426.00
Less Board Fee 2014			(3,026.00)
Total Funds Available:			\$ 105,625.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
49-14	Jan-14	Boundary Chamber of Commerce - projects & initiatives	\$ 2,000.00
49-14		Boundary Dog Sled Association - dog sled races at Jewel Lake	\$ 2,500.00
49-14		Community Futures Boundary - Fred Marshall attend Vancouver meet	\$ 1,408.02
49-14		Phoemix Mountain Ski Society - ski hill operations	\$ 5,000.00
49-14		Midway Trails Society - directional signage	\$ 2,000.00
49-14		Kettle River Seniors #102 - "Wellness Car"	\$ 5,000.00
49-14		Beaverdell Community Club Library - purchase of books	\$ 1,000.00
49-14		Kettle River Museum Society - on-going costs	\$ 2,000.00
49-14		Greenwood Heritage Society - photo copy machines	\$ 1,500.00
49-14		West Boundary Elementary School	\$ 1,500.00
49-14		Kettle River Racing Society - Snowmobile races	\$ 1,000.00
49-14		B.W.Fire Dept - Beaverdell Fire Dept - upgrade recruitment & training programs	\$ 10,000.00
49-14		West Boundary Rescue - training for first responder	\$ 5,000.00
49-14		Greenwood Community Christmas Dinner	\$ 400.00
49-14		Midway Community Association - sage theatrical lighting equip.	\$ 1,000.00
49-14		B.W. Community Policing Society - operating funds	\$ 4,000.00
49-14		RCMP West Boundary Community Consulting - New years eve family fun skate	\$ 200.00
49-14		Art E'scape - ongoing operating costs	\$ 2,500.00
74-14	Feb-14	B.W. Fire Dept Auxiliary - fridge/freezer & chafing dishes	\$ 2,500.00
110-14	Mar-14	Greenwood Elementary School - JR Golf development	\$ 1,500.00
110-14		City of Greenwood - municipal pool	\$ 4,500.00
110-14		Rock Creek & Boundary Fair - upgrade kitchen facilities	\$ 5,000.00
110-14		Village of Midway - arena upgrades	\$ 1,200.00
110-14		Boundary Women's Softball - windup tourn/prized, insurance, etc.	\$ 1,000.00
110-14		Rock Creek Ladies Fastball - Softball BC Insurance	\$ 500.00

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Total			\$ 64,208.02
Balance Remaining			\$ 41,416.98

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
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**ELECTORAL AREA 'A'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 96,854.94
Allocation to Dec 31, 2008	Received	46,451.80
Allocation to Dec 31, 2009	Received	91,051.00
Allocation to Dec 31, 2010	Received	89,796.00
Allocation to Dec 31, 2011	Received	89,788.04
Allocation to Dec 31, 2012	Received	87,202.80
Allocation to Dec 31, 2013	Received	87,168.00
Allocation to Dec 31, 2014		

TOTAL AVAILABLE FOR PROJECTS

\$ 588,312.58**Expenditures:**

Approved Projects:

2009	Columbia Gardens Water Upgrade	Completed	\$ 250,000.00
2011	South Columbia SAR Hall	Completed	2,665.60
2013	BV Family Park Solar Hot Water	Approved	20,000.00
451-13	Beaver Valley Arena	Approved	69,000.00
26-14	LWMP Stage II Planning Process	Approved	805.88

TOTAL SPENT OR COMMITTED

\$ 342,471.48

TOTAL REMAINING

\$ 245,841.10

**Regional District of Kootenay Boundary
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ELECTORAL AREA 'B'

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 69,049.93
Allocation to Dec 31, 2008	Received	33,116.46
Allocation to Dec 31, 2009	Received	64,912.00
Allocation to Dec 31, 2010	Received	64,017.00
Allocation to Dec 31, 2011	Received	64,010.00
Allocation to Dec 31, 2012	Received	65,936.00
Allocation to Dec 31, 2013	Received	65,907.00
Allocation to Dec 31, 2014		

TOTAL AVAILABLE FOR PROJECTS

\$ 426,948.39

Expenditures:

Approved Projects:

8547	GID - Groundwater Protection Plan	Completed	\$ 10,000.00
11206	GID - Reducing Station (Advance)2008	Completed	16,000.00
2009	GID - Reducing Station (Balance)	Completed	14,000.00
2009	GID - Upgrades to SCADA	Completed	22,595.50
2009	Casino Recreation - Furnace	Completed	3,200.00
Phase 1	GID - Pipe Replacement/Upgrades	Completed	60,000.00
Phase 2	Looping/China Creek	Completed	18,306.25
2012	Rivervale Water SCADA Upgrade	Completed	21,570.92
2013	Rossland-Trail Country Club Pump	75% Funded	20,000.00

TOTAL SPENT OR COMMITTED

\$ 185,672.67

TOTAL REMAINING

\$ 241,275.72

**Regional District of Kootenay Boundary
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**ELECTORAL AREA 'C'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 69,877.75
Allocation to Dec 31, 2008	Received	33,513.49
Allocation to Dec 31, 2009	Received	65,690.00
Allocation to Dec 31, 2010	Received	64,785.00
Allocation to Dec 31, 2011	Received	64,778.00
Allocation to Dec 31, 2012	Received	65,746.00
Allocation to Dec 31, 2013	Received	65,718.00
Allocation to Dec 31, 2014		

TOTAL AVAILABLE FOR PROJECTS

\$ 430,108.24

Expenditures:

Approved Projects:

11207	Christina Lake Community and Visitors Centre	Advanced	\$ 50,000.00
2009	CLC&VC	Advanced	25,000.00
2010	CLC&VC	Advanced	25,000.00
2010	Living Machine	Advanced	80,000.00
2010	Kettle River Watershed Study	Remaining	15,000.00
2012	Kettle River Watershed Study	Funded	5,000.00
2011	Solar Aquatic System Upgrades	Completed	7,325.97
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00
418-13	Christina Lake Chamber of Commerce (Living Arts Centre Sedum/Moss Planting Medium)	Funded	20,697.00
2013	Kettle River Watershed Project	Funded	9,959.86
106-14	Christina Gateway Community Development Association	Approved	20,000.00

TOTAL SPENT OR COMMITTED

\$ 259,982.83

TOTAL REMAINING

\$ 170,125.41

**Regional District of Kootenay Boundary
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**ELECTORAL AREA 'D'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 154,656.26
Allocation to Dec 31, 2008	Received	74,173.40
Allocation to Dec 31, 2009	Received	145,389.00
Allocation to Dec 31, 2010	Received	143,385.00
Allocation to Dec 31, 2011	Received	143,370.00
Allocation to Dec 31, 2012	Received	150,634.00
Allocation to Dec 31, 2013	Received	150,571.00
Allocation to Dec 31, 2014		

TOTAL AVAILABLE FOR PROJECTS

\$ 962,178.66**Expenditures:**

Approved Projects:

8549	City of GF - Airshed Quality Study	Completed	\$ 5,000.00
2010	Kettle River Watershed Study	Remaining	50,000.00
2010	Kettle River Water Study	Funded	25,000.00
2012-1	Kettle River Watershed Study	Funded	15,000.00
2012-2	Kettle River Watershed Study	Funded	10,000.00
2010	Boundary Museum Society - Phase 1	Approved	13,000.00
2011	Boundary Museum Society - Phase 2	Completed	30,000.00
2012	Boundary Museum Society - Phase 2	Completed	8,715.00
2011	Phoenix Mnt Alpine Ski Society	Completed	63,677.00
2012	Phoenix Mnt Alpine Ski Society	Completed	1,323.00
2012	Phoenix Mnt Alpine Ski Society	Additional	12,600.00
2012	Grand Forks Curling Rink	Completed	11,481.00
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00
2013	Kettle River Watershed Project	Funded	24,899.66
27-14	Boundary Museum	Approved	77,168.50

TOTAL SPENT OR COMMITTED

\$ 349,864.16

TOTAL REMAINING

\$ 612,314.50

**Regional District of Kootenay Boundary
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E

ELECTORAL AREA 'E'

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 108,785.28
Allocation to Dec 31, 2008	Received	52,173.61
Allocation to Dec 31, 2009	Received	102,266.68
Allocation to Dec 31, 2010	Received	100,857.14
Allocation to Dec 31, 2011	Received	100,846.00
Allocation to Dec 31, 2012	Received	93,112.00
Allocation to Dec 31, 2013	Received	93,074.00
Allocation to Dec 31, 2014		

TOTAL AVAILABLE FOR PROJECTS

\$ 651,114.71

Expenditures:

Approved Projects:

283	Greenwood Solar Power Project	Completed	\$ 3,990.00	
8548	Kettle Valley Golf Club	Completed	20,000.00	
8546	West Boundary Elementary School Nature Park	Completed	13,500.00	} 28,500.00
8546E	2010 WBES - Nature Park (expanded)	Completed	15,000.00	
2009/10	Kettle Wildlife Association (heatpump)	Completed	35,000.00	
2010	Rock Creek Medical Clinic (windows/doors)	Completed	18,347.56	
2010	Kettle Valley Golf Club (Pumps)	Completed	24,834.63	} 41,368.00
2011	Kettle Valley Golf Club (Pumps)	Completed	10,165.37	
2011	Kettle Valley Golf Club (Pumps)	Completed	6,368.00	
2010	Rock Creek Fairground Facility U/G	Completed	14,235.38	} 44,000.00
2011	Rock Creek Fairground Facility U/G	Completed	22,764.62	
2011	Rock Creek Fairground Facility U/G	Completed	7,000.00	
2010/11	Beaverdell Community Hall Upgrades	Completed	47,000.00	
2010	Kettle River Watershed Study	Remaining	70,000.00	
2010	Kettle River Water Study	Funded	25,000.00	
2012-1	Kettle River Watershed Study	Funded	15,000.00	
2012-2	Kettle River Watershed Study	Funded	40,000.00	
417-13	Kettle River Watershed (Granby Wilderness Society)	Funded	2,000.00	
2013	Kettle River Watershed Project	Funded	49,799.31	

TOTAL SPENT OR COMMITTED

\$ 440,004.87

TOTAL REMAINING

\$ 211,109.84
