

CITY OF CHILLIWACK
Regular Meeting of Council

Tuesday, May 21, 2024, 2:00 pm

8550 Young Road,
Chilliwack, BC V2P 8A4

1. Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

2. Delegations/Hearings

2.1 Delegation - Chilliwack Cultural Centre

Recommendation

Janet Carroll, President, Chilliwack Arts and Cultural Centre Society Board, and Jean-Louis Bleau, Executive Director, Chilliwack Cultural Centre, are in attendance to provide Council with a presentation on the Chilliwack Cultural Centre.

2.2 Delegation - Chilliwack Community Policing Services Quarterly Report

Recommendation

Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, is in attendance to present the Community Policing Services Quarterly Report for the period of January to March, 2024.

3. Adoption of Minutes

Recommendation

That the Minutes of the Regular Meeting of Council held May 7, 2024, be adopted as circulated.

4. Business Arising

5. Consent Agenda

Recommendation

That “Zoning Bylaw Amendment Bylaw 2024, No. 5392” be adopted:

and further, that the Minutes of the following Committee meetings be received for information:

Transportation Advisory Committee, held April 18, 2024;
Public Art Advisory Committee, held April 19, 2024; and,
Affordable Housing and Development Advisory Committee, held April 24, 2024.

6. Quarterly Reports

7. Departmental Reports

7.1 Engineering - Advertising Bus Bench Program

Recommendation

That Council accept the proposal for the "Advertising Bus Bench Program" from Creative Outdoor Advertising, in the amount of \$205,200.00 over a five-year term, paid out in yearly installments of \$41,040.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.2 Engineering - Home Energy Upgrade Rebates Municipal Contribution

Recommendation

That Council allocate \$250,000.00 from the 2024-2026 Local Government Climate Action Program funding, to the CleanBC Municipal Top-Ups Program, and amend the Municipal Contribution Agreement Contract to reduce the rebates to the base rates as specified in the staff report dated May 13, 2024; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.3 Engineering - Princess Avenue - One-Way Study

Recommendation

That Council direct staff to consult with the Downtown Chilliwack Business Improvement Association, businesses and property owners on Princess Avenue between Mary Street and Young Road, about the proposal to convert Princess Avenue from two-way traffic to one-way traffic eastbound, to allow the construction of a protected multi-use pathway.

7.4 Engineering - Transit 2024/2025

Recommendation

That Council approve the "2024/2025 Annual Operating Agreement" for a one-year term, from April 1, 2024 to March 31, 2025, between the City of Chilliwack and British Columbia Transit, for the provision of conventional and custom transit services; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.5 Recreation and Culture - Vedder Greenway Special Event Allocation Guidelines

Recommendation

That Council authorize staff to implement the "Vedder Greenway Special Event Allocation Guidelines" effective June 1, 2024; and further, that staff reevaluate the impact on special events throughout the year and bring forward any necessary amendments to the guidelines in the spring of 2025.

7.6 Finance - Annual Development Cost Charges Report

Recommendation

That the "2023 Annual Development Cost Charges Report" be received for information.

7.7 Planning - DP001783 - 42431 Highland Drive

Recommendation

That Council approve the issuance of Development Permit DP001783 with respect to property located at 42431 Highland Drive, subject to the conditions as stipulated within the draft Development Permit. (Presentation)

7.8 Planning - ALR00410 - 41684 Yale Road

Recommendation

That application ALR00410 for a subdivision within the Agricultural Land Reserve, with respect to property located at 41684 Yale Road, be forwarded to the Agricultural Land Commission, with support. (Presentation)

7.9 Planning - ALR00419 - 51665 Yale Road

Recommendation

That application ALR00419 for a Non-Farm Use within the Agricultural Land Reserve, with respect to property located at 51665 Yale Road, be forwarded to the Agricultural Land Commission, with support. (Presentation)

7.10 Planning - ALR00422 - 47036 Yale Road

Recommendation

That application ALR00422 for a Non-Adhering Residential Use within the Agricultural Land Reserve, with respect to property located at 47036 Yale Road, be forwarded to the Agricultural Land Commission, with support. (Presentation)

7.11 Planning - Design Guidelines Review and Update Project - RFQ Award

Recommendation

That Council accept the quotation for the "Design Guidelines Review and Update Project" from Urban Systems Ltd. in the amount of \$92,559.20; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

8. Mayor and Councillors' Reports

9. Motion to Adjourn to a Closed Session

Recommendation

That, in accordance with Section 90(1)(e) and (k) of the *Community Charter*, Council hold a Closed Meeting to discuss property matters and proposed municipal services.

10. Meeting Reconvened

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

11. Delegations/Hearings

11.1 Delegations

11.2 Section 57 Hearing / Section 74 Hearing / Unsightly Premises Hearing

11.3 Public Hearing

11.4 Public Information Meeting

12. Clerk's Reports

13. Application Reports

14. Items Deferred

15. Other Business

15.1 Decisions Referred from Closed Session

15.2 Additional Items

16. Public Questions

17. Adjournment

AGENDA ITEM NO: 2.1

MEETING DATE: May 21, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Delegation – Chilliwack Cultural Centre Date: May 16, 2024


DEPARTMENT: Clerk's Prepared by: Carolyn Wilkinson

1. SUMMARY OF ISSUE:

Janet Carroll, President, Chilliwack Arts and Cultural Centre Society Board, and Jean-Louis Bleau, Executive Director, Chilliwack Cultural Centre, are in attendance to provide Council with a presentation on the Chilliwack Cultural Centre.

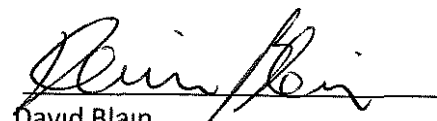
2. RECOMMENDATION:

That the delegation of Janet Carroll, President, Chilliwack Arts and Cultural Centre Society Board, and Jean-Louis Bleau, Executive Director, Chilliwack Cultural Centre, be received.


Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain,
Chief Administrative Officer

AGENDA ITEM NO: 2.2

MEETING DATE: May 21, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Chilliwack Community Policing Services Quarterly Report Date: May 14, 2024


DEPARTMENT: Clerk's Prepared by: Carolyn Wilkinson

1. SUMMARY OF ISSUE:

Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, is in attendance to present the Community Policing Services Quarterly Report for the period of January to March, 2024.

2. RECOMMENDATION:

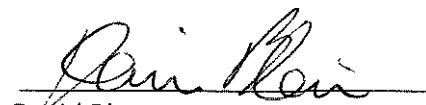
That the delegation of Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, be received; and further, that the Chilliwack Community Policing Quarterly Report for the period of January to March, 2024, be received for information.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain,
Chief Administrative Officer



CHILLIWACK RCMP

Upper Fraser Valley Regional Detachment
First Quarter Report, May 2024

Overview



Statistics



Road Safety



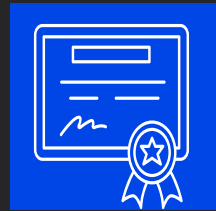
Proactive Policing



Partnerships



Connecting with the Community



Officer in Charge Awards



Questions



Statistics

Priority 1 Calls

A Priority 1 call typically involves a situation where there is an immediate threat to life or property, requiring an urgent response.

335

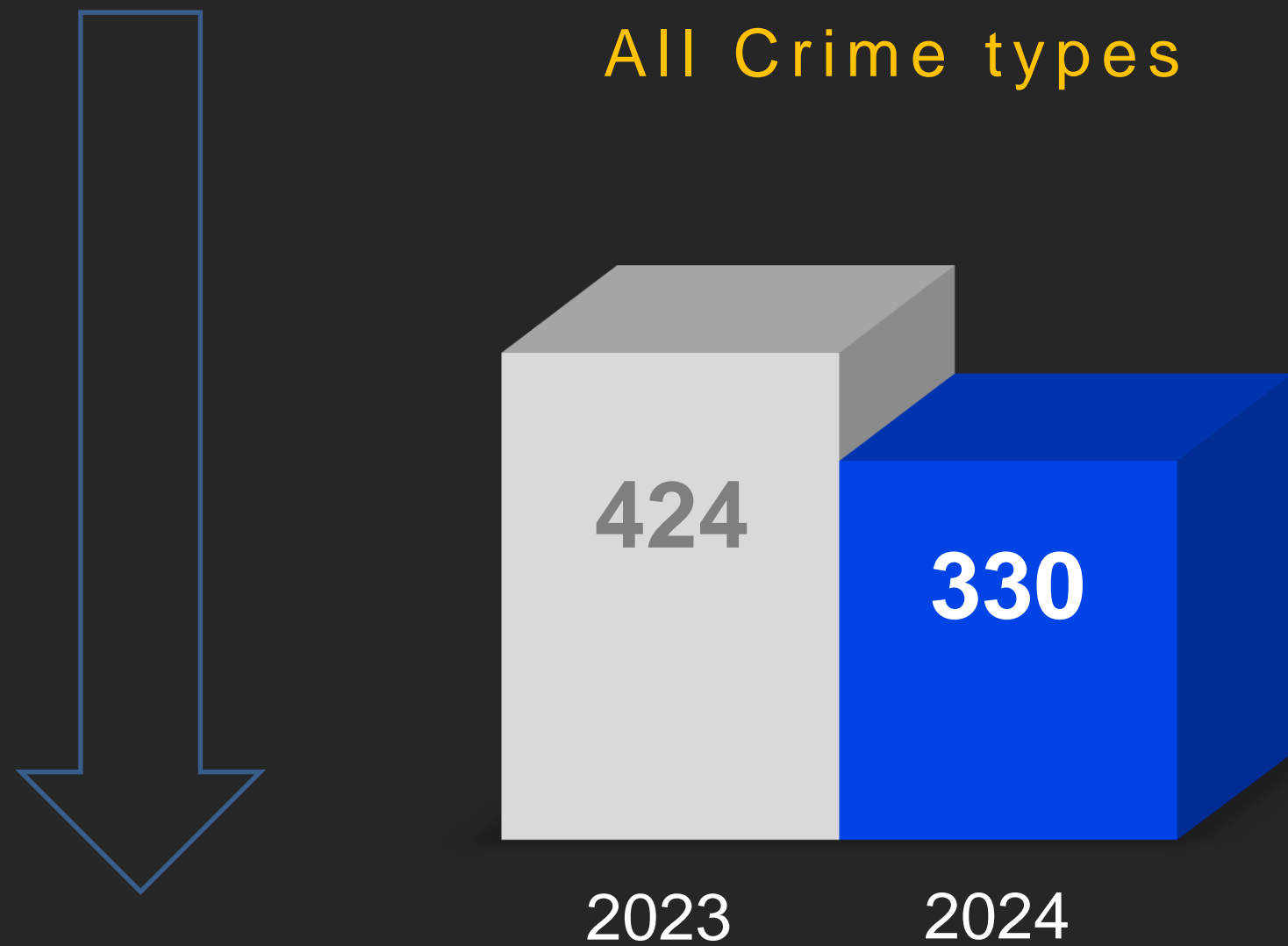
Quarter 4 (2023) = 410

Quarter 1 (2023) = 338



Statistics

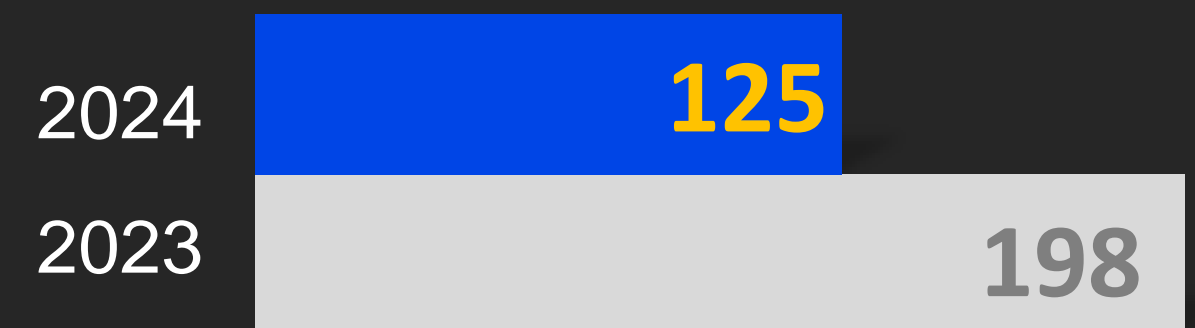
Property Crime: Year to Date



Auto Theft

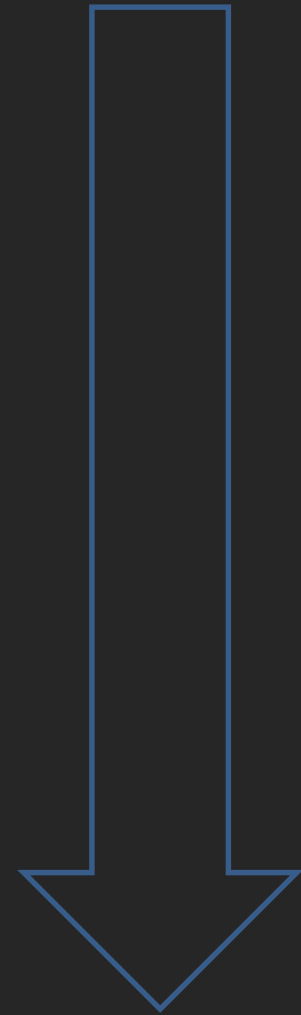


Theft from Vehicle

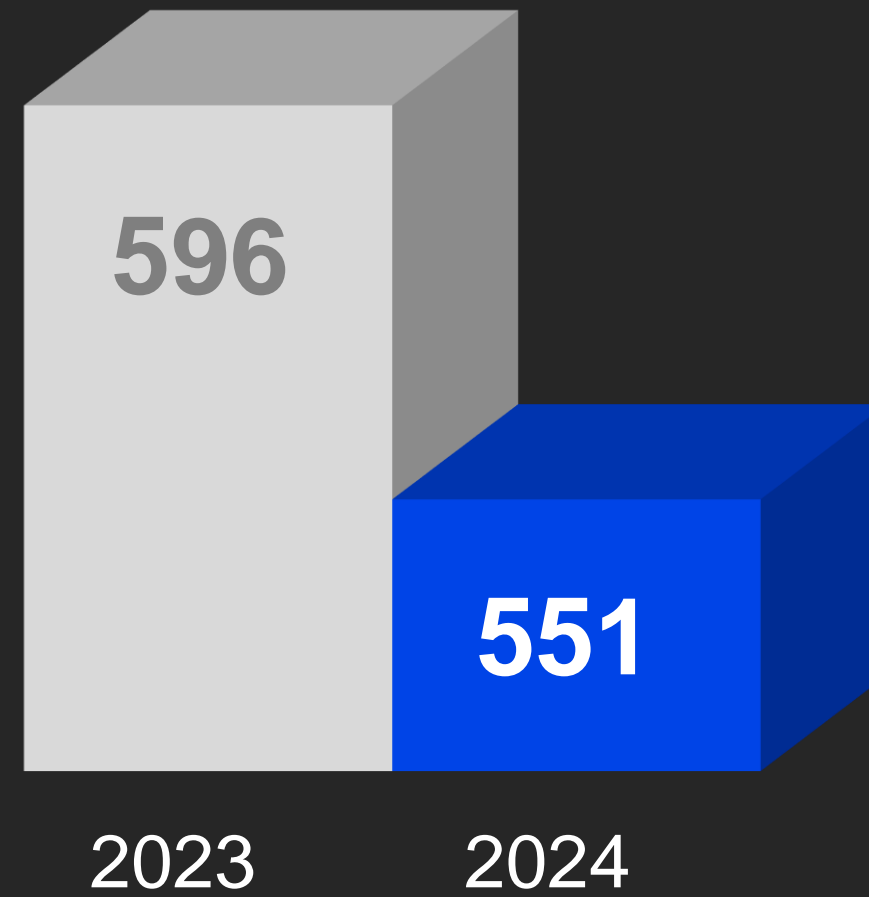


Statistics

Crimes Against Persons: Year to Date

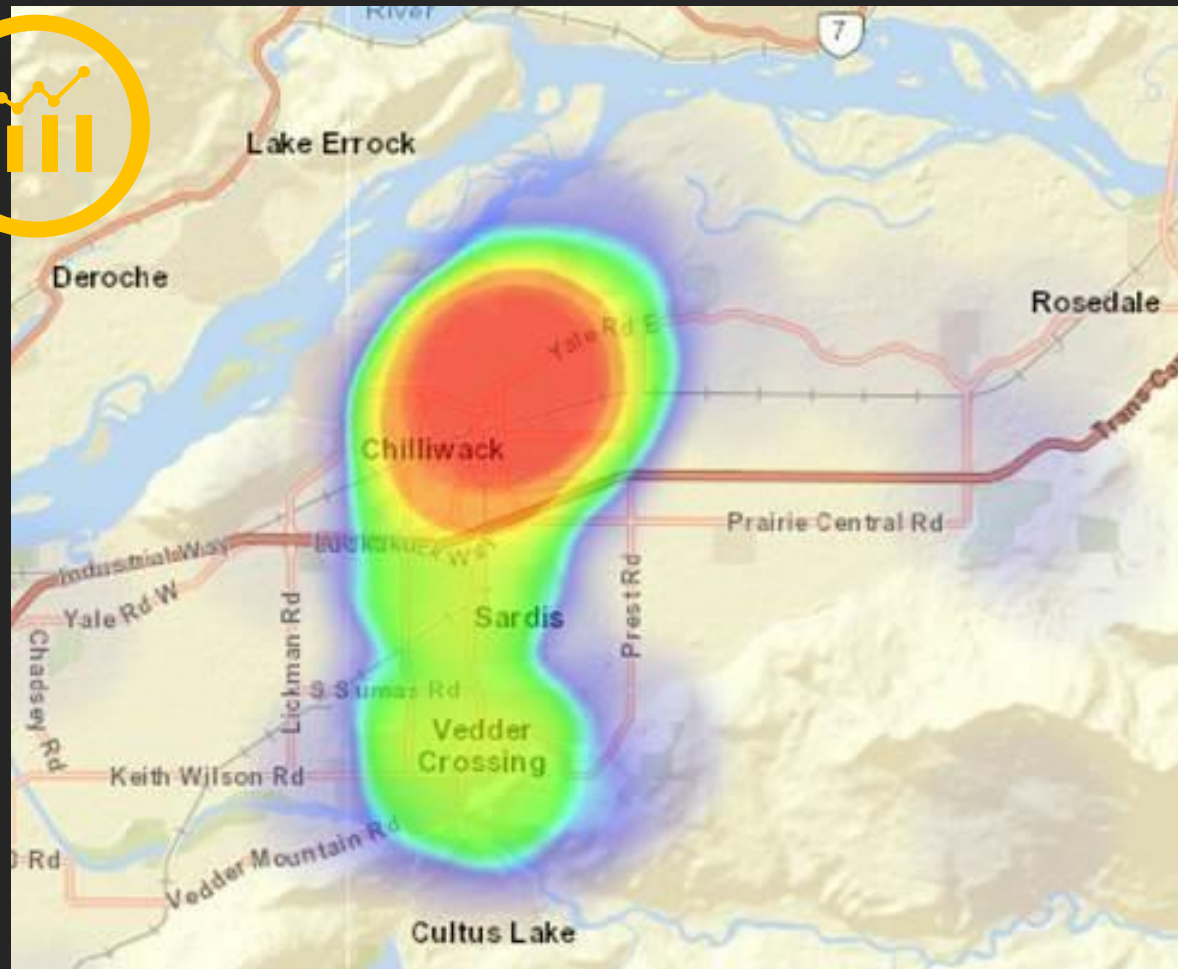
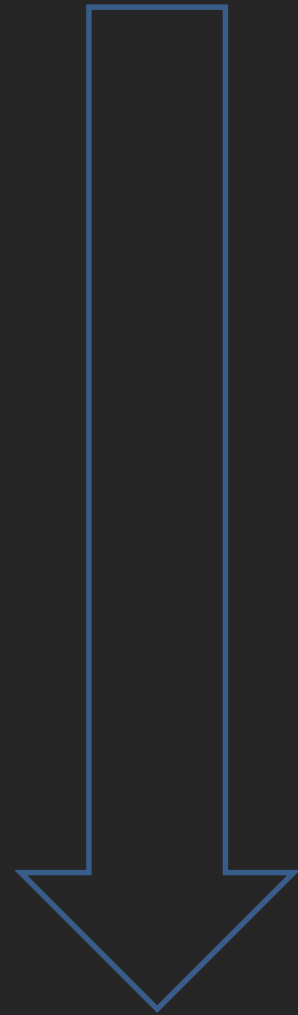


All Crime types

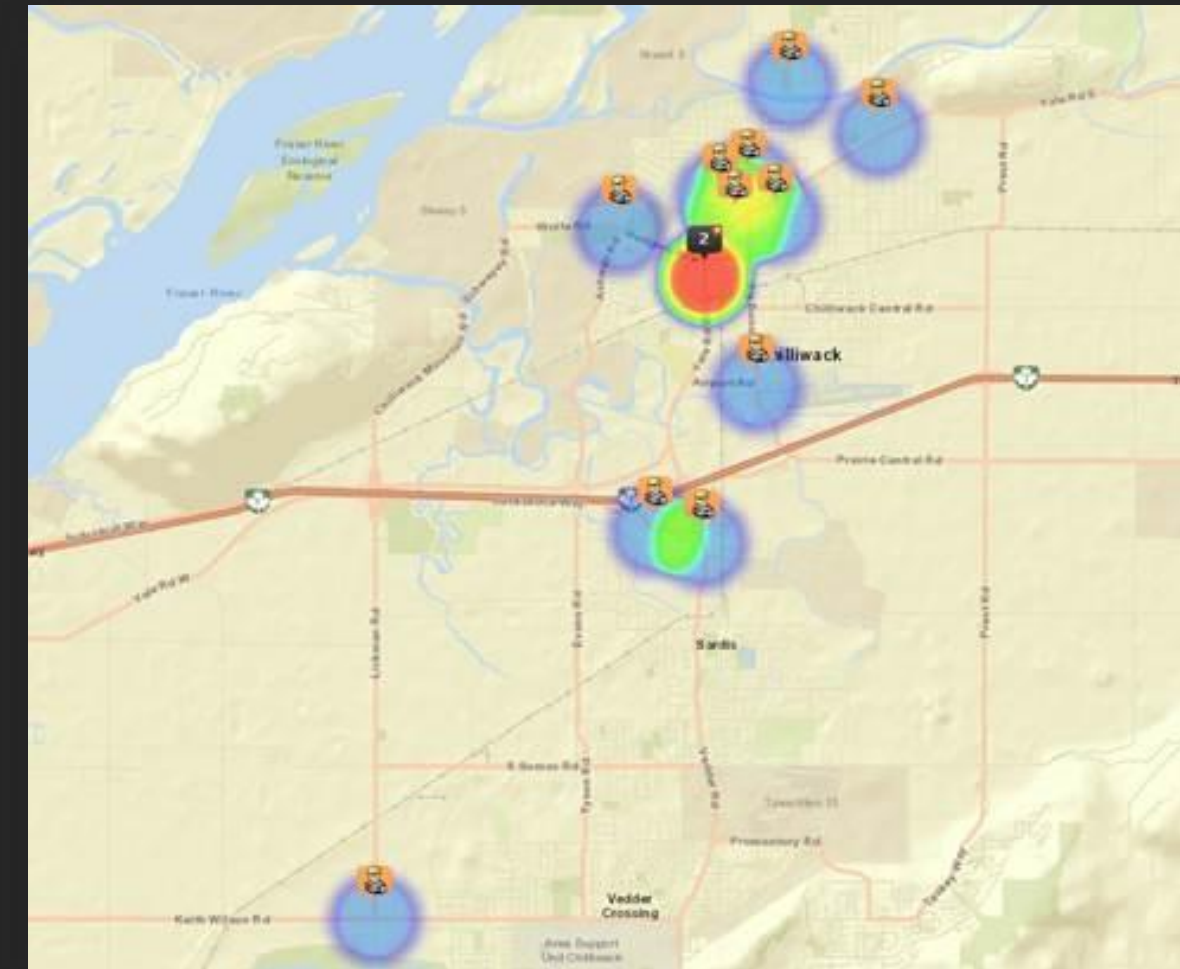


Statistics

Assaults & Robberies by Location



Assaults:
Year to Date = 253 -11%



Robbery:
Year to Date = 14 -22%



Statistics

Violation Tickets

1,410



Proactive Policing

Foot Patrols

329 - Community Response Team

109 - General Duty

Bike Patrols

33 - Community Response Team



Partnerships

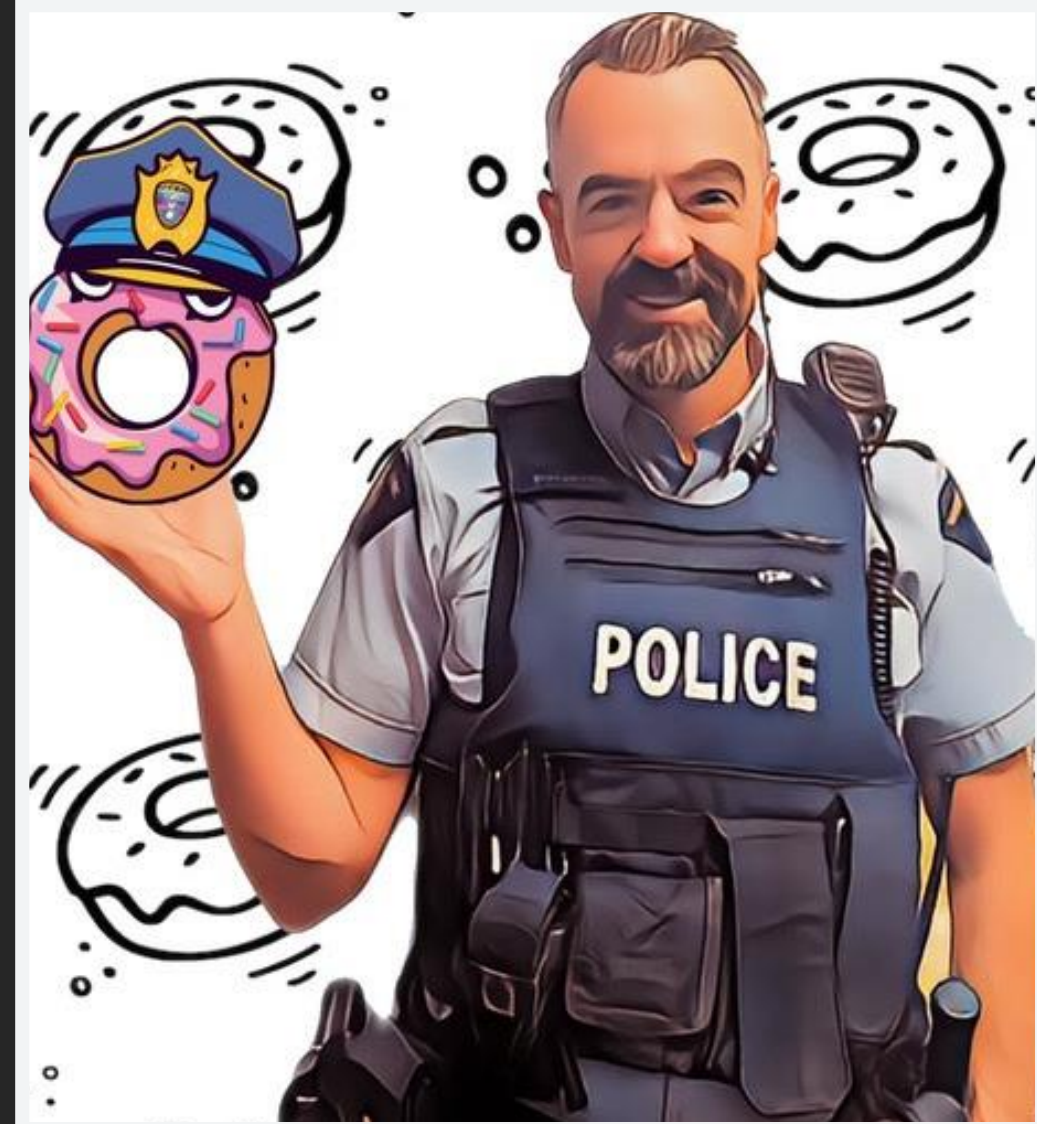
The Upper Fraser Valley Regional Detachment Indigenous Policing Services partnered with Rugby Canada to host an Indigenous Youth Rugby Camp for youth ages 6-18 years of age. The event also hosted a friendly rugby match between the Thunder Indigenous Rugby Team and GW Graham Rugby to showcase the sport to camp attendees.



Photos courtesy of Lindsay Kayy

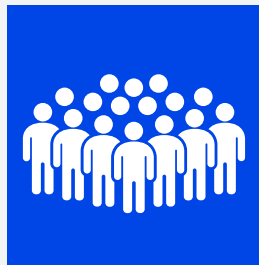


Connecting with the Community



Officer in Charge Awards

Recipients



Recipients

46 individuals commended for their exceptional acts of bravery, outstanding performance, innovative contributions, leadership, and community service.



Awards

19 awards presented to peace officers, employees and civilians. Three members honoured the Alexa Team Award



Long Service Medal

1 Long Service Medal was presented for thirty years of service.



An aerial photograph of a wide river valley. The river is light-colored and winds through a green landscape with patches of brown earth. In the center, a town is visible. The background shows a range of mountains under a cloudy sky. The foreground consists of rocky, brownish terrain.

QUESTIONS?

AGENDA ITEM NO: 3.

MEETING DATE: May 21, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Adoption of Minutes Date: May 15, 2024
DEPARTMENT: Clerk's Prepared by: Carolyn Wilkinson

1. SUMMARY OF ISSUE:

Minutes of the Regular Meeting of Council held May 7, 2024, for adoption.

2. RECOMMENDATION:

That the Minutes of the Regular Meeting of Council held May 7, 2024, be adopted as circulated.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack
Regular Meeting Minutes

May 7, 2024, 2:00 pm
8550 Young Road
Chilliwack, BC V2P 8A4

Present: All members of Council with the exception of Councillor Lum

Staff Present: D. Blain, Chief Administrative Officer
J. Morgan, Manager of Legislative Services/Corporate Officer
J. Hahn, Deputy Chief Administrative Officer/Director of Human Resources
J. Leggatt, Director of Communications and Legislative Services
G. Savard, Director of Finance
G. Villeneuve, Director of Planning
A. Brown, Fire Chief
K. Stanton, Director of Public Safety and Social Development
G. White, Director of Development and Regulatory Enforcement Services
D. Lindhout, Director of Recreation and Culture
E. Leidekker, Director of Information Technology
J. Koczur, Director of Public Works and Parks
G. Schipper, Deputy Director of Development and Regulatory Enforcement Services
S. Hamilton, Director of Utility Operations
K. Jefford, Director of Engineering
C. Marleau, Manager of Recreation Services and Corporate Wellness
C. Wickham, Manager of Land Development
E. Leary, Manager of Development Planning
R. Goertzen, Manager of Building and Inspections
B. Kurtz, Parks Operations Manager
E. Schulz, Superintendent of Recreation Facilities
C. Weston, Manager of Bylaw Enforcement
D. Mossey, Manager of Transportation and Drainage
C. Nwaoha, Manager of Utilities
A. Pipke, Senior Road Safety Specialist
G. Palaniuk, Manager of Business Solutions
B. Johnson, Manager of IT Support
C. Wilkinson, Deputy Corporate Officer/Recording Secretary

Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

Mayor Popove was Chair and called the meeting to order at 2:00 pm.

The Director of Engineering announced that Andrew Pipke, Senior Road Safety Specialist, has completed his Professional Engineering Designation. The Mayor and Council presented him with his diploma.

The meeting recessed at 2:02 pm, due to technical difficulties. The meeting reconvened at 2:10 pm.

Adoption of Minutes

Moved / Westeringh

Seconded / Shields

That the Minutes of the Special Regular Meeting of Council held April 11, 2024, and the Minutes of the Regular Meeting of Council held April 16, 2024, be adopted as circulated.

Carried unanimously

Consent Agenda

Moved / Mercer

Seconded / Kloot

That “Rates Bylaw 2024, No. 5393” be adopted:

and further, that the Minutes of the following Committee meetings be received for information:

Public Safety Advisory Committee, held March 20, 2024;

Design Review Advisory Committee, held April 9, 2024; and,

Accessibility and Inclusion Advisory Committee, held April 15, 2024.

Carried unanimously

Quarterly Reports

Moved / Westeringh

Seconded / Mercer

That the First Quarter Reports for City departments for the period of January to March 2024, be received for information.

Carried unanimously

Departmental Reports

Engineering - Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw

Moved / Kloot

Seconded / Shields

That Council provide statutory consent to the Fraser Valley Regional District for the adoption of the "Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024".

Carried unanimously

Engineering - Traffic Calming Policy

The Manager of Transportation and Drainage provided a brief presentation to Council regarding the proposed changes to Policy Directive F-13 - Traffic Calming.

Moved / Kloot

Seconded / Shields

That Policy Directive F-13 - Traffic Calming, be approved by Council, as amended.

Carried unanimously

Engineering - 2024 Active Transportation - Knight & Mary Cycling Improvement Tender Award

Moved / Westeringh

Seconded / Mercer

That Council award the tender for the "2024 Active Transportation - Knight & Mary Cycling Improvements", to B.A. Blacktop Infrastructure Inc., in the amount of \$2,190,295.30 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Engineering - Yale Road-Breezeway Projects Tender Award

Moved / Westeringh

Seconded / Mercer

That Council award the tender for the "Yale Road-Breezeway Projects" to Marex Constructors Ltd., in the amount of \$1,571,850.00 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Engineering - 2024 Asphalt Rehabilitation Consulting and Administration

Moved / Westeringh

Seconded / Kloot

That Council authorize staff to award the contract for the "2024 Asphalt Rehabilitation Consulting and Administration Services" to R.F. Binnie & Associates Ltd., in the amount of \$161,593.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Recreation and Culture - Townsend Park Concession Operations

Moved / Westeringh

Seconded / Shields

That Council approve the Contract Services Agreement, as contained within the staff report dated April 23, 2024, for Corner Kicks Concession, to operate the Townsend Park Concession from May 9, 2024 until December 31, 2025; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Recreation and Culture - Request for Qualifications - Chilliwack Firehall Expansion and Renovation Construction Project

Moved / Kloot

Seconded / Westeringh

That Council authorize staff to forward Request for Proposal documents to the following selected proponents for the "Chilliwack Firehall Expansion and Renovation Construction Project":

1. Gerry Enns Contracting Ltd.;

2. n. Wallace & Company Ltd.; and,
3. West Alliance Construction Ltd.

Carried unanimously

Recreation and Culture - Chilliwack Landing Leisure Centre Strength Equipment Replacement

Moved / Westeringh

Seconded / Mercer

That Council approve the purchase of strength and cardio equipment from LIVunLtd, in the amount of \$344,972.45 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Finance - 2023 Audited Financial Statements

Arianna Castonguay, KPMG, was in attendance and provided Council with a presentation on the 2023 Audited Financial Statements.

Moved / Kloot

Seconded / Westeringh

That the 2023 Audited Financial Statements of the City of Chilliwack, be approved.

Carried unanimously

Planning - RZ001729 - 9378 and 9396 McNaught Road

Moved / Westeringh

Seconded / Shields

That "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given first and second reading.

Carried unanimously

Moved / Kloot

Seconded / Westeringh

That "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given third reading.

Carried unanimously

Planning - RZ001735 - 45495 Campus Drive

Moved / Westeringh

Seconded / Shields

That "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given first and second reading.

Carried unanimously

Moved / Kloot

Seconded / Westeringh

That "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given third reading.

Carried unanimously

Mayor and Councillors' Reports

Councillor Kloot spoke to the recriminalization issued by the Province regarding the use of drugs in public spaces and provided the following motion for Council's consideration:

Mover / Kloot

Seconded / Westeringh

Whereas the Province of British Columbia has enacted a three-year decriminalization project beginning in January of 2023, which allows adult drug users to carry up to 2.5 grams of opioids, (including fentanyl), cocaine, methamphetamine, and ecstasy for personal use;

And whereas 2023 was British Columbia's worst year ever for overdose deaths;

And whereas the federal government has approved the provincial government request to expand areas where drug use is prohibited;

Therefore, be it resolved that a letter be written to the Premier and Cabinet from the Mayor's office, on behalf of City Council, urging the Provincial Government to focus on providing immediate adequate funding for recovery and treatment for drug users.

Carried unanimously

The Mayor and Councillor's reports were received for information.

Motion to Adjourn to a Closed Session – Regular Meeting to Reconvene at 6:30 pm

Moved / Westeringh

Seconded / Shields

That, in accordance with Section 90(1)(i) and (k) of the *Community Charter*, Council hold a Closed Meeting to discuss information subject to solicitor-client privilege, and proposed municipal services.

Carried unanimously

Meeting Reconvened

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

The Regular Meeting adjourned at 3:10 pm and reconvened at 6:30 pm.

Present: All members of Council.

Staff present: D. Blain, Chief Administrative Officer

J. Morgan, Corporate Officer

G. Villeneuve, Director of Planning

G. Palaniuk, Manager of Business Solutions

C. Wilkinson, Deputy Corporate Officer/Recording Secretary

Delegations/Hearings

Public Hearing

Temporary Use Permit TUP00225

Public Hearing on Temporary Use Permit TUP00225 with respect to property located at 1701-5260 Goldspring Place to permit the operation of a child care facility for up to 8 children within a townhouse within the CD-1 (Comprehensive Development-1) Zone.

Public engagement package received from:

- Laura Gravere, Owner, 1701-5260 Goldspring Place, received December 22, 2023.

Email of opposition received from:

- Cathy McNabb, 46774 Woodspring Place, dated May 2, 2024.

Email of concern received from:

- Karen Schroeder, 26-5248 Goldspring Place, dated May 5, 2024.

Blake Strauts, 1701-5260 Goldspring Place, Applicant/Owner, was available to answer any questions of Council. He addressed concerns with respect to parking; drop-off and pick-up times; noise from children playing outside; and, potential harm to children from wildlife in the area.

Moved / Shields

Seconded / Westeringh

That the representations with respect to Temporary Use Permit TUP00225 be received for information; and further, that Temporary Use Permit TUP00225 be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Public Information Meeting

Development Variance Permit DVP01292

Public Information Meeting on Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, which proposes to:

- reduce the front lot line setback of the main building from 6m to 5.5m to accommodate the roof overhang at the main entrance;
- increase the permitted accessory office and sales area from 20% of the gross floor area to 31% (911m² to 1,425m²);
- reduce the width of the maneuvering aisle from 7.5m to 7.1m;
- waive the requirement for a maneuvering aisle to have an additional 0.5m width where adjacent to a fence or structure over 0.2m in height;
- reduce the width of the landscape strip between the vehicular use area and Progress Way from 2m to 0.5m; and,
- waive the requirement for interior landscaping of the parking lot areas, including raised landscaped areas for all parking spaces directly adjacent to the south and west sides of the building.

There were no representations with respect to Development Variance Permit DVP01292.

Moved / Kloot

Seconded / Westeringh

That Development Variance Permit DVP01292 be referred for Council's further consideration following the close of the Public Information Meeting.

Carried unanimously

Development Variance Permit DVP01397

Public Information Meeting on Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, which proposes to increase the maximum height permitted within the AFP (Agricultural Food Processing) Zone from 15m to 18.1m, and reduce the minimum required number of parking spaces from 210 to 91, to facilitate construction of an industrial development.

Public engagement consultation received from:

- Pablo Yuste, Senior Vice President, Omicron AEC, Applicant, Fifth Floor Three Bentall Centre, 595 Burrard Street, Vancouver BC, received April 22, 2024.

Moved / Shields

Seconded / Mercer

That the representation with respect to Development Variance Permit DVP01397 be received for information; and further, that Development Variance Permit DVP01397 be referred for Council's further consideration following the close of the Public Information Meeting.

Carried unanimously

Development Variance Permit DVP01413

Public Information Meeting on Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, which proposes to increase the maximum permitted lot coverage for residential uses within the R5 (Low Rise Residential) Zone, from 50% to 60% for a parkade to be constructed.

Public engagement package received from:

- Carrie Dyck, Director, Ratzlaff & Co., Applicant, 101-32838 Ventura Avenue, Abbotsford BC, received April 25, 2024.

Dominique Des Lauriers, 302-46374 Margaret Avenue, expressed concerns with an increase to density, increased traffic, lack of green space in the area; and, an increase to crime.

Doug Luteyn, Project Architect, 10765 Reeves Road, was available to answer questions with respect to the proposed development.

Moved / Mercer

Seconded / Westeringh

That the representations with respect to Development Variance Permit DVP01413 be received for information; and further, that Development Variance Permit DVP01413 be referred for Council's further consideration following the close of the Public Information Meeting.

Carried unanimously

Application Reports

Temporary Use Permit TUP00225

Moved / Westeringh

Seconded / Mercer

That Council approve the issuance of Temporary Use Permit TUP00225 with respect to property located at 1701-5260 Goldspring Place, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Carried unanimously

Development Variance Permit DVP01292 and Development Permit DP001606

Moved / Kloot

Seconded / Shields

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, subject to the recommendations as stipulated within the draft Development Variance Permit.

Carried unanimously

Moved / Mercer

Seconded / Westeringh

That Council approve the issuance of Development Permit DP001606, with respect to property located at 43757 Progress Way, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

Carried unanimously

Development Variance Permit DVP01397 and Development Permit DP001792

Moved / Westeringh

Seconded / Kloot

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, subject to the recommendations as stipulated within the draft Development Variance Permit.

Carried unanimously

Moved / Westeringh

Seconded / Kloot

That Council approve the issuance of Development Permit DP001792, with respect to property located at 8190 Brannick Place, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

Carried unanimously

Development Variance Permit DVP01413 and Development Permit DP001801

Moved / Mercer

Seconded / Shields

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

Carried unanimously

Moved / Shields

Seconded / Kloot

That Council approve the issuance of Development Permit DP001801, with respect to property located at 9284 Hazel Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

Carried unanimously

Public Questions

Mayor Popove called for questions from the public.

Lisa Morray, 46360 Valleyview Road, asked what the capacity of the Rosedale Fire Hall will be after the proposed expansion.

Adjournment

On a motion of Councillor Mercer, and seconded by Councillor Kloot, the meeting adjourned at 7:04 pm.

Mayor

Corporate Officer

AGENDA ITEM NO: 5.

MEETING DATE: May 21, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Consent Agenda Date: May 15, 2024

DEPARTMENT: Clerk's Prepared by: Carolyn Wilkinson

1. SUMMARY OF ISSUE:

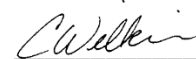
Consent Agenda items for Council's consideration.

2. RECOMMENDATION:

That "Zoning Bylaw Amendment Bylaw 2024, No. 5392" be adopted:

and further, that the Minutes of the following Committee meetings be received for information:

Transportation Advisory Committee, held April 18, 2024;
Public Art Advisory Committee, held April 19, 2024; and,
Affordable Housing and Development Advisory Committee, held April 24, 2024.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack

Bylaw No. 5392

A bylaw to amend the “Zoning Bylaw 2020, No. 5000”

The Council of the City of Chilliwack in open meeting assembled enacts as follows:

1. This bylaw may be cited as **“Zoning Bylaw Amendment Bylaw 2024, No. 5392”**.
2. “Zoning Bylaw 2020, No. 5000” is hereby amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (4) DENSITY (MAXIMUM), by adding a new Subparagraph (d), as follows:

“(d) AREA D (as indicated in “Appendix I - CD-24 344 DU per ha ZONE Map”)
3. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraphs (5) and (7), Subparagraphs (c), by deleting the words “AREA C” and substituting with the words “AREAS C and D” before the words “as indicated”.
4. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (9) BUILDING HEIGHT (MAXIMUM), by inserting a new Subparagraph (d), as follows, and re-alphabetizing the existing Subparagraph accordingly:

“(d) AREA D (as indicated in “Appendix I - CD-24 21.5m plus 2m for elevator shaft enclosures and roof deck trellises”)
5. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (10) SPECIAL REGULATIONS, Subparagraph (c), by inserting a new Clause (vii), as follows, and renumbering the existing Clauses accordingly”

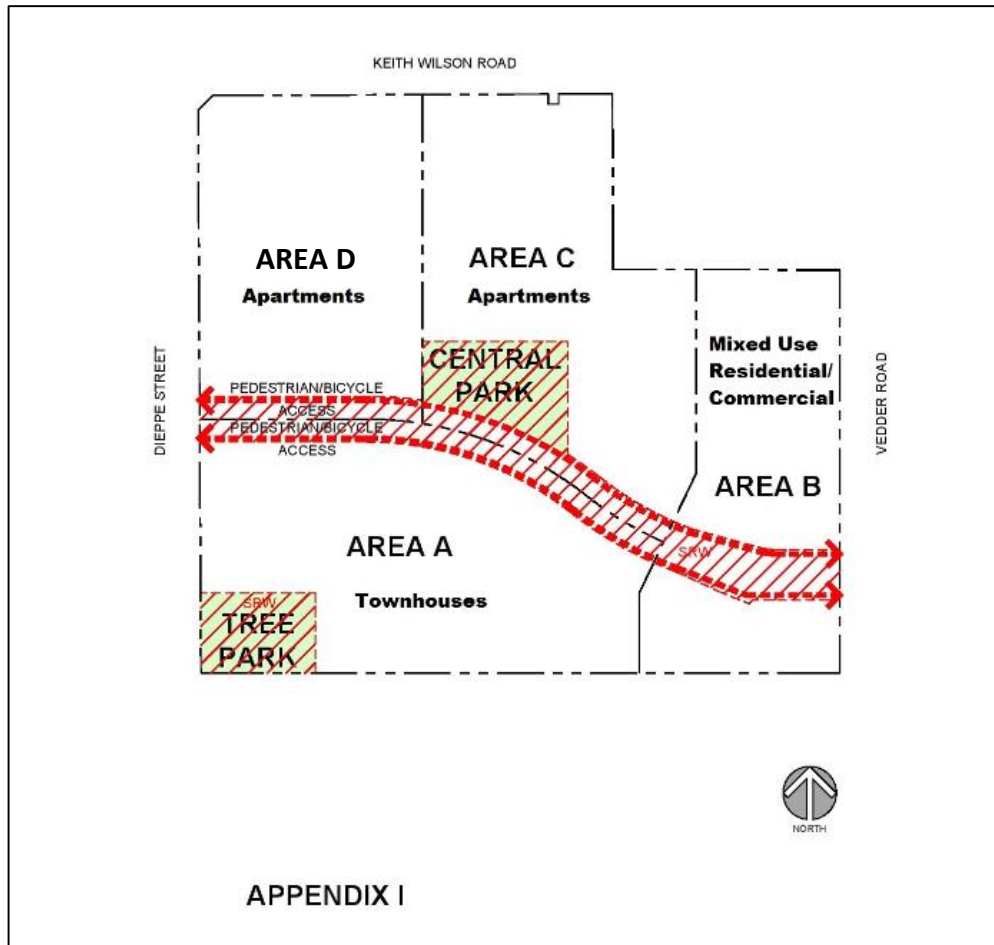
“(vii) notwithstanding (10)(c)(vi) above, a maximum of 50% of the storage lockers required within Area D may be provided within individual apartment units rather than in a centralized location.”
6. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (10) SPECIAL REGULATIONS, by deleting “Appendix I – CD-24 ZONE Map”, and substituting with a new “Appendix I – CD-24 ZONE Map”, as attached.

Received first and second reading on the 7th day of May, 2024.
Received third reading on the 7th day of May, 2024.
Received adoption on the

.....
Mayor

.....
Corporate Officer

“Appendix I - CD-24 ZONE Map”



APPENDIX I

City of Chilliwack
TRANSPORTATION ADVISORY COMMITTEE
MINUTES OF MEETING
THURSDAY, APRIL 18, 2024, 3:30 pm
Dogwood Room / Held Electronically

- Council Members:** Councillor Jeff Shields, Chair
Councillor Jason Lum, Vice-Chair
- TAC Members:** Wayne Williams, SD33, Manager of Transportation
Bryden Nelmes, Community Member
Brent Bowker, Community Member
David Hill, ICBC
Tanis Hatch, ICBC
Corporal Mike Sabulsky, Acting NCO i/c RCMP, Traffic Section
Rob Ringma, Senior Manager, Government Relations, BC Transit
Erin Sparks, Senior Transit Planner, BC Transit
- City Staff Members:** Doug Mossey, Manager of Transportation and Drainage
Andrew Pipke, Senior Road Safety Specialist
Colette McDiarmid, Supervisor of Roads, Transportation, Drainage & Dyking
Gillian Villeneuve, Director of Planning
Reuben Koole, Manager of Long Range Planning
Baldeep Litt, Engineering Technician
Trish Alsip, Recording Secretary
Kristi May, Administrative Assistant
- Regrets:** Margaret Reid, Board of Education, Chilliwack School District #33
Ann McNabb, Community Member
Marlon Hall, Chamber of Commerce
Neal Moulton, Area Manager, Fraser Valley South, Ministry of Transportation
- Guest:** Marina Van Eysinga, Member of the Public

1. CALL TO ORDER

Chair Shields called the meeting to order at 3:30 pm and provided territorial acknowledgement.

Chair Shields welcomed Erin Sparks, Senior Transit Planner, BC Transit.

2. ADOPTION OF AGENDA

Moved /) That the Agenda of the Transportation Advisory Committee Agenda held Thursday,
Seconded (April 18, 2024, be adopted as circulated.

Carried Unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes of the Transportation Advisory Committee Agenda held Thursday,
Seconded (September 28, 2023 be adopted as circulated.

Carried Unanimously

4. DELEGATION / PRESENTATION

5. OLD BUSINESS / ACTION ITEMS

Moved /) That the agenda be varied by bringing forward Agenda Item No. 6 (1), with respect to
Seconded (Proposed Zoning Bylaw Amendments – Small-scale, Multi-unit Housing (SSMUH)
and Transit Oriented Areas (TOA's).

Carried unanimously

Marina Van Eysinga, Member of the Public, joined the meeting at 3:37 pm.

1. Proposed Zoning Bylaw Amendments - Small-scale, Multi-Unit Housing (SSMUH) and Transit Oriented Areas (TOA)

Gillian Villeneuve, Director of Planning and Reuben Koole, Manager of Long Range Planning, provided a presentation regarding several changes to the Zoning Bylaw, 2020 No. 5000 created in response to the recent housing legislative changes brought forward by the Province.

In November 2022, the Province introduced a new act referred to as the Housing Supply Act which allows the Province to impose requirements on cities to reach housing targets through ministerial orders. The Act require cities to provide information and report on progress. The Province can take action on cities where targets are not met. Chilliwack is one of the 47 specified municipalities that are required to follow the new requirements.

Staff then provided a summary of three Housing Statutes within the Local Government Act, as below:

- Development Financing
- Residential Development
- Transit-Oriented Areas

Transit-Oriented Areas

New legislation requires a prescribed minimum residential density around a transit area, based on transit service and density, below which a city cannot refuse development. Within the transit-oriented area, the City of Chilliwack must not require off street parking for residential use and must designate a transit area by bylaw by June 30, 2024. A map was provided illustrating Chilliwack's transit-oriented area which is in the vicinity of the Downtown Exchange on Spadina Avenue. Staff explained the prescribed distances, minimum allowable density (FAR), minimum allowable height, type of building and, where Chilliwack fits in.

5. OLD BUSINESS / ACTION ITEMS (continued)

Discussion ensued with respect to the effects the Provincial legislative changes will have on parking, both off-street and on-street. Staff provided a brief overview of the draft Transit-Oriented Area Bylaw; the committee members were amenable to the recommendation below.

Moved /) That the Transportation Advisory Committee supports the draft Transit
Seconded (Oriented Area bylaw as presented in principle; and further, that the Committee
endorses the approach of reviewing development proposals in the area on a case-
by-case basis.

Carried Unanimously

Gillian Villeneuve and Reuben Koole left the meeting at 4:00 pm.

2. Traffic Calming Policy

At the September 28, 2023 meeting, it was noted that the City had plans to review the current traffic calming policy to redefine the policy and process. Doug Mossey, Manager of Transportation and Drainage and Andrew Pipke, Senior Road Safety Specialist, provided the draft Traffic Calming Policy for the committee's review and feedback.

Staff examined traffic calming policies from many nearby communities, reviewing the similarities and differences. Taken into account were the best practices from the Transportation Association of Canada and the BC Community Road Safety Tool Kit when creating the policy for Chilliwack. It was noted that many aspects of the traffic calming policy from the City of Pitt Meadows suited Chilliwack's direction.

Kristi May left the meeting at 4:15 pm.

Staff indicated evaluation criteria for the policy will include all perspectives together rather than a prescriptive approach while focusing on some of the more vulnerable road users such as pedestrians, electric scooters and cyclists. Examples were provided of different traffic calming methods such as horizontal deflection, signals and signs, and obstructions; some of the challenges with traffic calming measures were specified.

The Committee discussed the vertical deflection types of traffic calming measures such as speed humps and it was queried whether these would be reconsidered. Staff reiterated the challenges of vertical deflection types of traffic calming measures such as speed humps and confirmed the moratorium on speed humps will remain in place. Emergency Services such as Ambulance, RCMP and Fire Services have unequivocally requested there be no speed humps due to the decrease in response time. Staff noted there is insufficient data to support that drivers slow down due to this type of traffic calming measure.

Discussion ensued regarding the impacts on traffic and locations, managing expectations, resource allocations and cost. Comment was provided regarding whether other traffic calming measures that are not listed in the draft policy will be considered such as sharrows, signage for cyclists, and non-passing areas with double-solid lines.

5. OLD BUSINESS / ACTION ITEMS (continued)

A suggestion was made to include an appendix within the policy providing definitions and photos illustrating the different traffic calming measures. Staff will take these suggestions into consideration and will include information links noting that the policy is a living document that can be frequently and consistently edited or updated.

Next Step

The draft Traffic Calming Policy will be brought forth for Council's approval.

The following recommendation was made:

Moved /) That the Transportation Advisory Committee supports the draft
Seconded (Traffic Calming Policy; and further, that the draft Traffic Calming Policy
) be forwarded to Council for approval.

Carried Unanimously

6. NEW BUSINESS / DISCUSSION**1. Residential Speed Limit Reduction Doug Mossey**

City staff request that this discussion be deferred to a future meeting in order to maintain focus on the Traffic Calming Policy initiative.

2. Leading Pedestrian Intervals (LPI's)

Andrew Pipke, Senior Road Safety Specialist, provided an overview with respect to Leading Pedestrian Intervals (LPI's) which was briefly discussed at the last meeting. LPI's are traffic signal timing features that give pedestrians a head start into the crosswalk before the vehicle green is shown.

Some of the benefits of LPI's were illustrated including how the LPI allows drivers to see pedestrians more easily, which in turn reduces pedestrian-vehicle crashes. Staff explained some of the challenges with LPI's noting they are not a one-size-fits-all intervention. The committee discussed potential intersections that may be suitable for this type of traffic signal and rationale for intersections/locations which would not be as ideal. Alternate traffic signal timing features such as dedicated left and/or right turn phases, right turn on red restrictions and removal of pedestrian crossing leg(s) may be considered in some locations which may address some safety concerns where the LPI is not suitable.

Discussion ensued with respect to traffic signal infrastructure, cost and staff time. Comment was provided regarding how and when LPI's will be implemented; staff noted this traffic signal timing feature will be included in the Traffic Calming Policy and staff have begun reviewing locations where this may be suitable.

7. OTHER

W. Williams queried the status of the crosswalks at the roundabout at Watson/Tyson Road ahead of the upcoming school year in September. Staff noted the Watson/Tyson Road roundabout will be reviewed at the time of the Watson Road Project upgrades. A multi-use pathway (MUP) is planned along the north side of Watson Road.

B. Nelmes enquired as to the status of the next phase of the Prest Road Widening Project from Bailey Road to McGuire Road; staff noted the road widening and roundabout work is pending due to the archeological permit. The hydro design is still pending; however, a culvert will be installed in 2024 followed by the design-build in 2025.

8. INFORMATION / CORRESPONDENCE

• **Discussion Notes – February 22, 2024**

The Discussion Notes from the February 22, 2024 meeting were provided for information.

9. NEXT MEETING

The next scheduled Transportation Advisory Committee meeting is on Thursday, June 20, 2024.

10. ADJOURNMENT

There being no further business, the Transportation Advisory Committee meeting adjourned at 5:00 pm.

Chair

City of Chilliwack
Public Art Advisory Committee
MINUTES OF MEETING
Friday April 19, 2024 - 8:00 A.M.
Chilliwack City Hall – Dogwood Room

Council Members: Councillor Read, Chair
Councillor Westeringh, Vice Chair

CPAAC Members: Jean-Louis Bleau, Terry Cross, Lynne Goodwin, Jack Hendsbee, Lise Oakley,
Jacquie Simpson, Patrick Stedman

City Staff: Carol Marleau, Manager of Recreations Services & Corp. Wellness
Tricia Rickards, Recording Secretary

Regrets: Dave Algra, Michael Hamilton-Clark, Trevor McDonald, Ryan Huston

1. CALL TO ORDER

Chair Read called the meeting to order at 8:01 am.

2. ADOPTION OF AGENDA

Moved) That the Agenda for the April 19, 2024 meeting of the Chilliwack Public Art
Seconded (Advisory Committee be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved) That the minutes from the February 16, 2024 meeting of the Public Art
Seconded (Advisory Committee be adopted.

Carried unanimously

4. NEW BUSINESS TO ADDRESS

Banners
Studio City Hub
Roundtable

5. INFORMATION / DISCUSSION

Banners –

Discussion regarding new banners to be created and hung this year, and the idea of coordinating the project with Tourism Chilliwack. The agreed upon theme will be “This is Chilliwack” and we will be using the Call Out process including the new fee structure that was established earlier in 2024.

The overall time line for the banners:

- Call out to be posted by the end of April 26.
- PAAC committee members to discuss and vote on artist/s to proceed to submission stage May 10.
- Shortlisted artist renderings to be voted on by PAAC committee on May 31, 2024.
- Estimate a 3 week production time, so the projected time for new banners to be hung is July 2024.

CITYSTUDIO event –

Rueben Koole, Manager of Long Range Planning, attended and provided information and a presentation about the recent CITYSTUDIO event held at City Hall in conjunction with UFV students. Discussed the specific Public Art connection on the topic “Poetry as Public Art”.

Round table –

Lickman Roundabout update: We are still looking for antique equipment to place at the roundabout, which would be augmented with landscaping.

Nicole mentioned the City of Abbotsford has an app that lists/highlights the various events taking place in the city and wondered if that was something that Chilliwack should replicate. Carol is going to source out ideas.

After May 14th the 2 Welcoming Figures will be installed outside of City Hall on Young road.

6. NEXT MEETING

The next meeting of the Public Art Advisory Committee will be held **May 10 & May 31, 2024**

7. ADJOURNMENT

Moved) There being no further business, the meeting of the Public Arts Advisory Committee
Seconded (adjourned at 9:22 am.

Councillor Nicole Read, Chair

City of Chilliwack
AFFORDABLE HOUSING AND DEVELOPMENT ADVISORY COMMITTEE
MINUTES OF MEETING
WEDNESDAY, APRIL 24, 2024, 7:30 am
HELD ELECTRONICALLY / DOGWOOD ROOM

Council Members: Councillor Harv Westeringh, Chair
Councillor Bud Mercer, Vice Chair

AHDC Members: Chris Beaugrand, Survey Sector
Cassidy Silbernagel, Development Sector
Rob Kingma, Builders Association
Scott Street, Building Sector
John Vander Hoek, Development Sector
Kelly Lerigny, Real Estate
Daryl Goshulak, Building Sector

City Staff: Garrett Schipper, Deputy Director of Development and Regulatory Enforcement Services /Staff Liaison
Gillian Villeneuve, Director of Planning
Reuben Koole, Manager of Long Range Planning
Rob Goertzen, Manager of Building and Inspections
Glen White, Director of Regulatory Enforcement Services/Approving Officer
Erin Leary, Manager of Development Planning
Trish Alsip, Recording Secretary

Regrets: Bill Driesen, Purpose Built Rental Housing Sector
Doug Luteyn, Architect
Ivan Vandenbrink, Engineering Sector

1. CALL TO ORDER

Councillor Westeringh was Chair, called the meeting to order at 7:30 am and provided territorial acknowledgement.

2. ADOPTION OF AGENDA

Moved /) That the Agenda for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, April 24, 2024 be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, January 24, 2024 be adopted as circulated.

Carried unanimously

4. OLD BUSINESS / ACTION ITEMS**5. PRESENTATION / DELEGATION****6. NEW BUSINESS****1. Proposed Zoning Bylaw Amendments - Small-scale, Multi-unit Housing (SSMUH) and Transit Oriented Areas (TOA)**

Gillian Villeneuve, Director of Planning and Reuben Koole, Manager of Long Range Planning, provided a presentation regarding several changes to the Zoning Bylaw, 2020 No. 5000 created in response to the recent housing legislative changes brought forward by the Province.

In November 2022, the Province introduced a new act referred to as the Housing Supply Act which allows the Province to impose requirements on cities to reach housing targets through ministerial orders. The Act require cities to provide information and report on progress. The Province can take action on cities where targets are not met. Chilliwack is 1 of the 47 specified municipalities that are required to follow the new requirements; and most recently, been identified as one of 20 communities that be receiving housing targets this summer. Staff will be meeting with the Province in the coming weeks for further information.

Staff then provided a summary of three Housing Statutes within the Local Government Act, as below:

- Development Financing
- Transit-oriented Areas
- Residential Development

Development Financing

Under the new Provincial legislation, Development Cost Charges (DCCs) have expanded to nine services and a new provision for Amenity Cost Charges (ACCs) has been enabled. Staff provided a brief overview of the details.

Transit-oriented Areas

New legislation requires a prescribed minimum residential density around a transit area, based on transit service and density, below which a city cannot refuse development. Within the transit-oriented area, the City of Chilliwack must not require off street parking for residential use and must designate a transit area by bylaw by June 30, 2024. A map was provided illustrating Chilliwack's transit-oriented area which is the Downtown Exchange on Spadina Avenue. Staff explained the prescribed distances, minimum allowable density (FAR), minimum allowable height, type of building and, where Chilliwack fits in.

6. NEW BUSINESS (continued)

Residential Development

Staff provided an overview of the new Provincial legislative requirements with respect to residential development which includes allowing one secondary suite or accessory unit in all single/duplex zones and up to four units on all lots >280 m² within the urban boundary.

The City of Chilliwack plans for a high percentage of overgrowth in the urban area of the valley floor; however, it is the constrained land base that presents challenges with providing diverse housing. A diagram was provided showing the differences between sudden intensification vs incremental intensification, and the challenges concerning infrastructure upgrades.

There are over 11,000 parcels in Chilliwack that will be affected by the new Small-Scale, Multi-unit Housing (SSMUH) Housing bylaw. Some exclusions will apply and these exclusions must be demonstrated to the Province. The City of Chilliwack is proposing a phased approach using existing zoning provisions in the short term until the Official Community Plan (OCP) review is complete at the end of 2025. Staff will review how the changes are working and can make any necessary refinements. This will allow the City of Chilliwack to comply with regulations but within the local context.

Staff provided details with respect to the proposed zoning changes including height, setbacks, lot coverage, housing type, landscaping, parking, driveways, development permits, solid waste and frontage works; trees and Development Cost Charges will remain status quo. Staff presented the proposal of allowing restrictive covenants concerning Infill lots to support subdivision while also mitigating incremental density challenges associated with allowing four units on every lot.

General Discussion:

The Committee discussed the annual growth rate, housing tenure, DCCs and ACCs, both off street and on street parking, utility capacity and service upgrades, sidewalks and the current status of rezoning applications. Comment was provided concerning height requirements in flood plain areas. Staff will be meeting with the Province in the coming weeks with respect to the City’s housing targets.

The committee members were amenable to the recommendations put forward by staff.

Moved /) That the Committee supports in principle applying existing zoning regulations,
Seconded (development permits, and supporting tools to implement small scale multi unit housing;

That the Committee supports using voluntary restrictive covenants to continue allowing infill rezoning and subdivision; and further,

That the Committee supports in principle the draft Transit Oriented Area bylaw as presented, and reviewing development proposals in the area on a case-by-case basis.

Carried Unanimously

Today’s presentation will be forwarded to the Committee via email.

7. INFORMATION

8. NEXT MEETING

The next meeting of the Affordable Housing and Development Advisory Committee is scheduled for Wednesday, June 26, 2024 at 7:30 am in the Dogwood Room.

9. ADJOURNMENT

Moved/) There being no further business, the Affordable Housing and Development Advisory
Seconded (Committee meeting adjourned at 8:35 am.

Councillor Harv Westeringh, Chair

Draft

AGENDA ITEM NO: 7.1

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Advertising Bus Bench Program DATE: May 14, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

A proposal was received from one proponent for the Advertising Bus Bench Program for a five-year term with a possible five-year extension. Creative Outdoor Advertising was the only proponent to submit a proposal. The one proposal from Creative Outdoor Advertising includes the supply of bus benches plus total payments to the City over the five-year term of the agreement equaling \$205,200.00.

A decision to accept the proposal for the provision of services for the Advertising Bus Bench Program 2024-2029 is required.

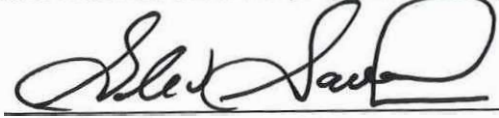
2. RECOMMENDATION:

That Council accept the proposal for the Advertising Bus Bench Program from Creative Outdoor Advertising, in the amount of \$205,200.00 over a five-year term, paid out in yearly installments of \$41,040.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.


Kara Jefford, Director of Engineering

3. FINANCE COMMENTS:

Budget for the project is available in the approved financial plan and funded from the Engineering and Operations budget for Transit Facilities. The revenues received from the proposal will help to offset the costs of installing new concrete bus pads.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
ADVERTISING BUS BENCH PROGRAM**

PREPARED BY: Baldeep Kaur Litt DATE: May 14, 2024
POSITION: Engineering Technician DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

One proposal, including pricing, was received for the Advertising Bus Benches for a five-year term from Creative Outdoor Advertising. A decision to accept a proposal for the provision of services for the Advertising Bus Bench Program 2024-2029 is required.

- 1.1 In 2012, Council was presented with the request to accept the proposal from Key Bench Advertising for a five-year term of the agreement for \$79,500.00. There was also the possibility of extension for five consecutive one-year terms. Creative Outdoor Advertising had acquired Key Bench Advertising over the contract term.
- 1.2 The RFP for Advertising Bus Benches was released on March 12, 2024 with a closing date of April 17, 2024. The scope of work includes the supply, installation, maintenance, cleaning, and relocation/removal of approximately 121 bus benches at various locations throughout the City of Chilliwack.

2. ANALYSIS:

- 2.1 One proposal was received from Creative Outdoor Advertising. The three-member evaluation committee evaluated each document based on the following criteria:
 - a. Experience and Capability
 - b. Bench Design
 - c. Services and Maintenance Plan
 - d. Workplan and Schedule

Points for the financials were awarded based on the combination of fees that were provided by the proponent.

- 2.2 The following table describes the evaluation results for the proponent:

Contractor	Technical Evaluation (/75)	Financial Evaluation (/25)	Revenue per bench per year	Final Evaluation (/100)
Creative Outdoor Advertising Ltd	66.6	25	\$360	91.6

- 2.3 The proposal submitted by Creative Outdoor Advertising provides a similar bench design that is currently installed within the City of Chilliwack. The design is referred to as the “Avenue” which is all weather, vandalism resistant and an aesthetically-pleasing design that seats three to four transit users. See Appendix A for further details.
- 2.4 Creative Outdoor Advertising will provide \$360 of revenue per bench per year. They will be responsible for the maintenance, design, printing, sign manufacturing, sign installation and removal. Additionally, they will provide access to a live portal that provides reports for street furniture types and locations, regular maintenance activities, activities performed, detailed accounts of issues reported and the time they were completed.
- 2.5 Creative Outdoor provides benching for the City of Abbotsford, City of Burnaby, City of Coquitlam, City of Kamloops, City of Langley, Township of Langley, Maple Ridge, City of Mission, Prince George, White Rock, Vernon and Nanaimo. They have been in business for the past 35 years and continue to expand.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council accept the proposal for the Advertising Bus Bench Program from Creative Outdoor Advertising, in the amount of \$205,200.00 over a five-year term, paid out in yearly installments of \$41,040.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

Street furniture will provide residents with transit amenities and provide the City of Chilliwack revenue for advertising rights on our street rights of way. The proponent was selected after confirming that the criteria and conditions specified in the RFP were met.

Appendix A: Creative Outdoor Advertising proposed bench model “The Avenue”



The Avenue



SLEEK, CLASSIC, DURABLE STREET FURNITURE

Functional design and innovation construction have come together in the 'Avenue'. A streetsmart aesthetically pleasing design, the Avenue is vandal resistant and has a temperature control Thermo-Plastic coating. The Avenue's rugged all-weather construction and finish are ideal for regions with extreme weather conditions. It will not overheat on even the hottest days.

The Avenue seats 3-4 transit users and is designed with all smooth and rounded corners for the comfort and safety of the public. The long lasting durable custom colour powdercoat ensures that the unit lasts up to 15 years.

The Avenue is secured using an anchored installation and can be customized to include armrests, city logo and is available in various RAL colours.

KEY FEATURES

- Functional design and innovative construction
- Smooth rounded edges and no exposed hardware to protect public
- Armrests discourage vagrancy
- Thermoplastic PVC Coating
- Ultraviolet stabilized, fused and baked to a 90% gloss finish which looks great and prevents fading
- Graffiti resistant, easy to clean

MATERIAL	COLOURS	DIMENSIONS	INSTALLATION
Aluminum	Various	96" L x 42" H x 21" D	Anchored to Concrete

Contact us for more information on this product or to hear more about our other product offerings!

AGENDA ITEM NO: 7.2

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Home Energy Upgrade Rebates Municipal Contribution DATE: May 13, 2024

DEPARTMENT: Engineering PREPARED BY: T. Friesen


1. SUMMARY OF ISSUE:

On April 1, 2023, the City of Chilliwack began participating in the CleanBC Better Homes rebate program, offered by the Provincial Government. The City has been contributing funds to enable residents within Chilliwack to access top-up rebates to enhance the efficiency of their homes.

A decision to amend the contract with CleanBC and allocate additional funds to support the continuation of the Municipal Top-Ups for Energy Rebates Program is required.

2. RECOMMENDATION:

Recommendation that Council allocate \$250,000 from the 2024-2026 Local Government Climate Action Program funding to the CleanBC Municipal Top-Ups Program, and amend the Municipal Contribution Agreement Contract to reduce the rebates to the base rates as specified in this Staff Report; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



K. Jefford, Director of Engineering

3. FINANCE COMMENTS:

Funding is allocated within the 2024, 2025, and 2026 Financial Plan for climate actions based on the Local Government Climate Action Program funding.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

STAFF REPORT ON

LOCAL GOVERNMENT CLIMATE ACTION PROGRAM

PREPARED BY: Thomas Fabian DATE: May 13, 2024
POSITION: Environmental Services Specialist DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

On April 1, 2023, the City of Chilliwack began participating in the CleanBC Better Homes rebate program, offered by the Provincial Government. The City has been contributing funds to enable residents within Chilliwack to access top-up rebates to enhance the efficiency of their homes.

A decision to amend the contract with CleanBC and allocate additional funds to support the continuation of the Municipal Top-Ups for Energy Rebates Program is required.

2. BACKGROUND:

2.1 The City of Chilliwack commenced its participation in the CleanBC Better Homes rebate program on April 1, 2023, in collaboration with the Provincial Government. The CleanBC Better Homes Rebate Program offers rebates, which can be topped up by municipalities to encourage additional participation. The Province administers the Top-Up Rebates on behalf of participating municipalities. To make administration easier province-wide, the municipal top-up amounts are prescribed by the Province.

2.2 Since April 1, 2023, the City has allocated \$250,000 of provincial Local Government Climate Action Program (LGCAP) funding to facilitate enhanced accessibility for Chilliwack residents to home energy rebates. These incentives are designed to empower homeowners in our community to improve the energy efficiency of their residences.

2.3 There are two funding levels municipalities can choose from, as summarized in Table 1 below:

Category	Base Municipal Top-Up Option	Higher Municipal Top-Up Option
Heat Pumps	\$350	\$2,000
Electrical Service Upgrade for Heat Pump	\$500	\$1,500
Electric Heat Pump Water Heater	\$350	\$1,000

- 2.4 To kick-start the program, the City initially opted for the higher top-up option. Uptake has been very successful and the \$250,000 allocated has almost been depleted.
- 2.5 In March 2024, the City received \$914,422 in provincial funding for climate actions under the 2024-2026 LGCAP. This amount represents three years of up-front program funding. The funding must be used to support objectives outlined in the CleanBC Roadmap to 2030 and/or the Climate Preparedness and Adaptation Strategy. Therefore, allocating additional funds for Municipal Top-Up Rebates aligns with the provincial requirements and initiatives in the City's Community Climate Action Plan, which was updated in 2022.

3. FACTORS:

- 3.1 Staff recommends \$250,000 of the 2024-2026 LGCAP funding be used to continue offering Municipal Top-Up Rebates under the CleanBC Better Homes and Home Renovation Rebate Program.
- 3.2 Staff also recommends reducing the top-ups to the base rate in Table 1. This measure will extend the program's longevity while offering more residents the chance to benefit from the rebates. The Municipal Top-Up Rebates are in addition to CleanBC rebates of up to \$6,000 for heat pumps, \$500 for electrical service upgrades and \$1,000 for heat pump water heaters. Furthermore, CleanBC plans to expand its Better Homes Energy Saving Program in mid-June, offering more accessible and higher rebates for heat pumps and electrical service upgrades. These rebates will be based on factors such as number of people living in your home and household income levels.
- 3.3 Other recommendations for the remaining LGCAP funds are being reviewed by staff and will be provided to Council for consideration as part of the annual budget review process.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council allocate \$250,000 from the 2024-2026 Local Government Climate Action Program funding to the CleanBC Municipal Top-Ups Program, and amend the Municipal Contribution Agreement Contract to reduce the rebates to the base rates as specified in this Staff Report; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

The proposed allocation of funds will continue to support Chilliwack residents in their efforts to make their residents more energy efficient while reducing greenhouse gas emissions.

AGENDA ITEM NO: 7.3

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Princess Avenue – One-Way Study DATE: May 14, 2024

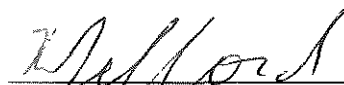
DEPARTMENT: Engineering Department PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

Staff have been working with McElhanney Engineering on the Downtown Active Transportation Designs that will link the Valley Rail Trail with the Downtown core with a protected multi-use pathway network. Princess Avenue from Mary Street to Young Road forms part of the path system, however the corridor is too narrow to accommodate. Staff propose to convert the corridor to one-way eastbound to allow for retention of parking on at least one side of the road. A Traffic Study has been completed to review traffic flow and impacts to adjacent signalized intersections if this change was to occur. The study concluded there would be minimal impacts. Before advancing consultation with the Downtown Business Improvement Association, businesses and residents along these corridors, support is being sought from Council for the proposed one-way conversion.

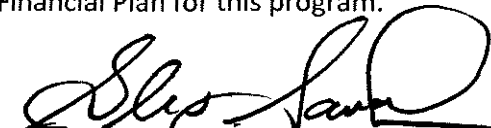
2. RECOMMENDATION:

Recommendation that Council direct staff to consult the Downtown Business Improvement Association, businesses and property owners on Princess Avenue between Mary Street and Young Road about the proposal to convert from two-way traffic to one-way traffic eastbound to allow construction of a protected multi-use pathway


Kara Jefford, Director of Engineering

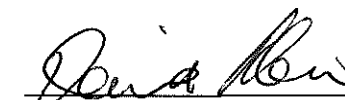
3. FINANCE COMMENTS:

Sufficient funds have been allocated within the 2024 Financial Plan for this program.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
PRINCESS AVENUE ONE-WAY STUDY**

PREPARED BY:	<u>Kevin Pollard</u>	DATE:	<u>May 14, 2024</u>
POSITION:	<u>Assistant Manager of Transportation & Drainage</u>	DEPARTMENT:	<u>Engineering</u>

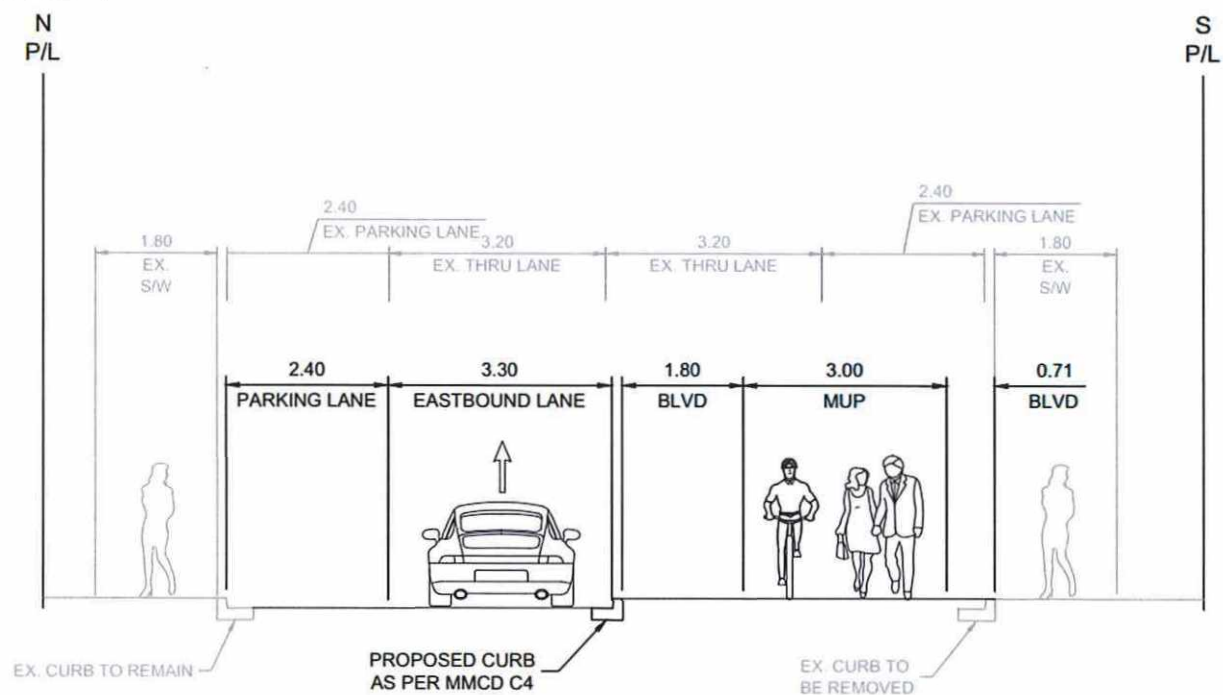
1. DEFINITION OF ISSUE:

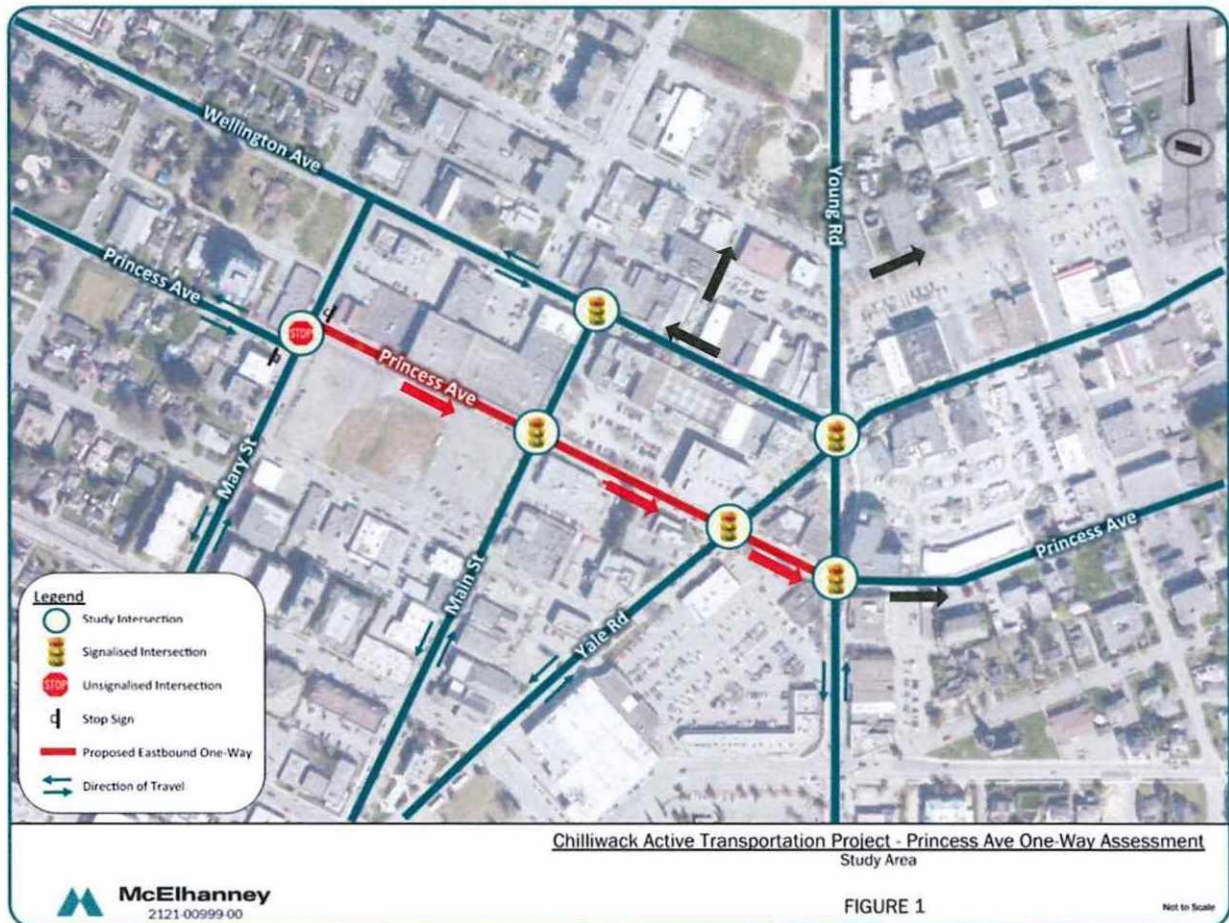
Staff have been working with McElhanney Engineering on the Downtown Active Transportation Designs that will link the Valley Rail Trail with the Downtown core with a protected multi-use pathway network. Princess Avenue from Mary Street to Young Road forms part of the path system, however the corridor is too narrow to accommodate. Staff propose to convert the corridor to one-way eastbound to allow for retention of parking on at least one side of the road. A Traffic Study has been completed to review traffic flow and impacts to adjacent signalized intersections if this change was to occur. The study concluded there would be minimal impacts. Before advancing consultation with the Downtown Business Improvement Association, businesses and residents along these corridors, support is being sought from Council for the proposed one-way conversion.

2. FACTORS:

- 2.1 The City has been advancing design options to provide a protected multi-use pathway connection from the end of the Valley Rail Trail at Hocking Avenue north to the Downtown core as per the Chilliwack Active Transportation Plan and Cycle Vision Plan.
- 2.2 Princess Avenue between Mary Street and Young Road is too narrow to maintain street parking and provide a protected facility for active transportation users. If two-way traffic was converted to one-way eastbound, parking could be retained on at least one side with the construction of sidewalks and a 3m wide multi-use pathway separated from the travel lane by a curb and tree-lined landscape strip on the south side of the road. (see Figure 1)
- 2.3 McElhanney Engineering completed a traffic study and confirmed that conversion to one-way eastbound on Princess Avenue would have minimal impact on all the adjacent intersections and the associated traffic flow.
- 2.4 The change to the traffic pattern may be a concern to some property owners, so a communication and consultation strategy will be advanced in consultation with the BIA and the City's Communications team.

Figure 1





3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council direct staff to consult the Downtown Business Improvement Association, businesses and property owners on Princess Avenue between Mary Street and Young Road about the proposal to convert from two-way traffic to one-way traffic eastbound to allow construction of a protected multi-use pathway.

Substantiation:

This project will establish a protected active transportation corridor for pedestrians and cyclists to connect the Valley Rail Trail to the Downtown core while maximizing parking and preserving traffic flow.

AGENDA ITEM NO: 7.4

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Transit 2024/2025 DATE: May 14, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

Council to consider approving the Chilliwack Transit System Annual Operating Agreement (AOA) for the term from April 1, 2024 to March 31, 2025. The agreement is between the City of Chilliwack and British Columbia Transit.

2. RECOMMENDATION:

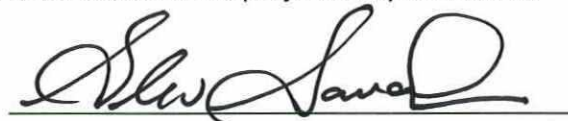
Recommendation that Council approve the "2024/2025 Annual Operating Agreement" for a one-year term, from April 1, 2024 to March 31, 2025, between the City of Chilliwack and British Columbia Transit for the provision of conventional and custom transit services; and further, that Mayor and Corporate Officer be authorized to sign any necessary documentation.



Kara Jefford, Director of Engineering

3. FINANCE COMMENTS:

The Financial Plan contains sufficient funds to cover transit costs projected by BC Transit.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports Recommendation.



David Blain, CAO

**STAFF REPORT ON
TRANSIT 2023/2024 ANNUAL OPERATING AGREEMENT**

PREPARED BY:	<u>Doug Mossey</u>	DATE:	<u>May 14, 2024</u>
POSITION:	<u>Manager of Transportation & Drainage</u>	DEPARTMENT:	<u>Engineering</u>

1. DEFINITION OF ISSUE:

Council to consider approving the Chilliwack Transit System Annual Operating Agreement (AOA) for the term from April 1, 2024 to March 31, 2025. The agreement is between the City of Chilliwack and British Columbia Transit.

2. BACKGROUND:

2.1 The transit Annual Operating Agreement (AOA) binds the Provincial Government and the City of Chilliwack to the conditions and fee schedule for the provision of conventional and custom transit services for a one-year period.

2.2 A copy of the BC Transit covering letter is attached as Appendix A.

3. FACTORS:

3.1 BC Transit has approved the expansion of the Chilliwack Custom transit service (ie. handyDART) for the 2024/2025 fiscal year, however Chilliwack was unfortunately denied any expansion of the Chilliwack Conventional bus transit service.

3.2 Chilliwack has been approved for a 2,100-hour handyDART expansion to extend evening handyDART service on weekdays to 6:30pm and to introduce handyDART service on Sundays. The requested Conventional expansion package that was to include 4,200 hours of expansion to improve frequency on Routes 51, 52, 57, 58 and 54 with the addition of four buses was denied.

3.3 The reason provided by BC Transit is the limited capacity at the existing transit facility on Yale Road. City staff does not support this justification and feels that we can work around this issue. Accordingly, staff have communicated to BC Transit the urgent need for conventional transit expansion in Chilliwack.

3.4 The 2021 Transit Future Action Plan identifies the need for expansion in our community due to factors such as population growth, climate change, traffic congestion and an aging demographic. Chilliwack's post –COVID ridership recovery percentages consistently demonstrate that we are at or near the top of all BC Transit partner communities.

3.5 The last service expansion in Chilliwack was in 2019, prior to the freeze on expansion caused by COVID-19. Chilliwack's Mayor and Council have consistently provided budget for planned expansions ever since. Due to our partnership model with BC Transit, transit expansion can only take place if the province also budgets their share of the funds and BC Transit distributes them.

- 3.6 New legislation from the Province, including the Housing Supply Act and the Transit Oriented Development Areas, are mandating an increased supply of housing and affordable housing here in Chilliwack, and encourage density close to transit. These changes in legislation also remove parking minimums in proximity to transit exchanges. Without conventional transit expansion, our system cannot provide consistent 15-minute transit service to make it possible for residents to forego car ownership.
- 3.7 Short to medium term expansion plans in the Transit Future Action Plan included potentially adding transit service on Chilliwack River Road to Knight Rd. This route change was identified as a priority through public engagement and will be a critical transit connection for existing and future residents in the growing Skowkale First Nation community.
- 3.8 Chilliwack is experiencing rapid housing development within many other First Nations communities in our service area, causing demand for better access to transit. All of this underlines our need for transit expansion now, in order to meet the provincially mandated targets and the City of Chilliwack’s goals.
- 3.9 In late 2020, the “Safe Restart” program was announced by the provincial and federal governments which provide funding to local governments to cover costs of BC Transit communities on 2020/2021. The funding was allocated to address fare losses and added COVID related expense and limited annual fare increases to an average of 2.3% from April 1, 2020 through March 1, 2025.
- 3.10 The provincially mandated “Free Transit 12 and Under” program is continuing in 2024/25 and the fare revenue provided for this is included in the AOA Agreement.
- 3.11 Annual cost of conventional and custom transit service comparison shown below from the past 5 years:

Year	2020/2021 amended AOA to include Safe Restart funds	2021/2022 Includes Local Trust (Safe Restart) funds	2022/2023	2023/2024	2024/2025
Local Share of Operating Costs	\$2,701,635	\$2,838,151	\$3,643,192	\$3,676,900	\$3,179,321

- 3.12 The Local Share costs are offset by approximately \$1,154,369 in anticipated revenue from fares, bus passes and onboard advertising.
- 3.13 The Province of BC through BC Transit funds \$2,838,197 in Transit Costs.
- 3.14 The projected costs are based on a variable fuel cost. Fuel costs make up about 13% of the total budget.

4. RECOMMENDATION:

Recommendation:

Recommendation that Council approve the “2024/2025 Annual Operating Agreement” for a one-year term, from April 1, 2024 to March 31, 2025, between the City of Chilliwack and British Columbia Transit for the provision of conventional and custom transit services; and further, that Mayor and Corporate Officer be authorized to sign any necessary documentation.

AGENDA ITEM NO: 7.5

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Vedder Greenway Special Event Allocation Guidelines DATE: May 8, 2024

DEPARTMENT: Recreation and Culture PREPARED BY: Carol Marleau

1. SUMMARY OF ISSUE:

Vedder Park, Peach Park, and the Vedder and Peach Rotary Trails (the Vedder Greenway) are deemed some of the most pristine and popular outdoor facilities in the Fraser Valley, having the area see up to an average of 30,000 users a month on the Vedder Greenway based on trail counter data.

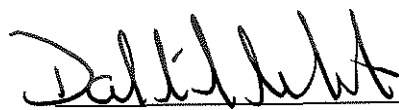
In the past five years there have been significant changes in the area that require a review of how the Vedder Greenway is being allocated for special events. With the increase in nearby development, additional park amenities at Vedder Park, and a growing number of requests from event hosts, staff have seen an imbalance in passive versus active use. This imbalance creates conflicts between passive users (visitors looking to walk the trail or visit the playground, dog off leash area, or pump track) and active users (event attendees/participants). Recreation and Culture and Operations staff have met to discuss options that staff feel will mitigate the imbalance of use and ensure the integrity of the outdoor facilities.

In 2023, staff started working with event hosts to ensure that they had some lead time on any potential changes that may occur.

The recommended guidelines are provided in the staff report.

2. RECOMMENDATION:

That Council authorize staff to implement the Vedder Greenway Special Event Allocation Guidelines effective June 1, 2024; and further, that staff reevaluate the impact on special events throughout the year and bring forward any necessary amendments to the guidelines in the spring of 2025.



Darrell Lindhout,
Director of Recreation and Culture

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
VEDDER GREENWAY SPECIAL EVENT ALLOCATION GUIDELINES**

PREPARED BY: Carol Marleau DATE: May 8, 2024

POSITION: Manager of Recreation Services and Corporate Wellness DEPARTMENT: Recreation and Culture

1. FACTORS:

- 1.1 The neighbourhoods that surround the Vedder Greenway (Garrison, River's Edge, Peach Park and Watson Landing) have collectively seen a significant increase in development, density and population over the last ten years. The use of the Vedder Greenway has also surged with the main and overflow parking lots at capacity on many weekends. This has led to conflicts between passive user groups (walking, dog walking, cycling) during peak periods.
- 1.2 Between the months of March and September 2022, there were 18 large scale events hosted in Vedder Park and the Vedder Rotary Trail with approximately 2,524 participants. From March to September 2023, a similar number of events were hosted in the Vedder Greenway but with an increase to 5,244 participants.
- 1.3 There has been an increase in requests with some groups clearly based outside of Chilliwack wanting to use the trail as a desirable venue.
- 1.4 Unlike Stanley Park, the Vedder Rotary Trail at approximately five metres wide does not allow for the accommodation of both passive users and "active" organized events at the same time. This factor has created conflict between the types of use and in certain cases has created safety concerns.
- 1.5 In the past five years, the open greenspace has become increasingly restricted due to the addition of park amenities (two dog off-leash areas, a licensed area, four vendor spaces, a pump track, two playgrounds, and picnic tables). This leaves only a space of 690 square metres as indicated in the image below and the attached Schedule A.



There are other greenspace parcels that surround the Vedder and Peach Parks; however, these are owned and or occupied by the University of Fraser Valley, CEPCO and Canada Border Services Agency. CEPCO has permitted the City to manage their area for events in the past, but as the property is marked for development they have requested staff cease booking events, making this year's Ribfest the last event to be hosted at this location.

The closest City owned property that can absorb hosting any displaced events is Watson Glen Park (see Schedule B attached), which successfully served as the venue for Brewhalla in 2023. The City will continue to work with the event hosts to ensure they adhere to all bylaws and the residents surrounding Watson Glen have notice of events that occur in this park in the future.

2. APPROACH

- 2.1 Staff have developed the guidelines below based on the following priorities:
 - a. Maintain safety of all user groups.
 - b. Mitigate impact of special events on neighbours.
 - c. Reduce conflicts between user groups.
 - d. Maintain the integrity of the parks and natural areas along the Vedder Greenway.

3. RECOMMENDED VEDDER GREENWAY SPECIAL EVENT ALLOCATION GUIDELINES:

- 3.1 Staff will continue to facilitate as many events as possible based on availability, location, and number of expected participants but will prioritize local not-for-profit events.
- 3.2 Staff will work with event organizers to plan bookings outside of periods of high passive use, such as long weekends or extended school closures (e.g. spring break).
- 3.3 Staff will limit the number of events on the Vedder Greenway between March and September of each year when passive use increases.
- 3.4 Only one large event (>50 attendees/participants) will be permitted on the Vedder Greenway on any given permitted weekend.
- 3.5 Only local non-sanctioned events will be permitted on the trail as sanctioned events bring a competitive element (times, points, rankings) which lead to a greater potential for conflict between passive and active users.
- 3.6 Staff will direct event hosts to work with adjacent property owners when staging their events, including parking arrangements.
- 3.7 For participant safety, staff will continue to work with event hosts to ensure traffic control measures are secured.

- 3.8 Regardless of the event's staging location, any event accessing the Vedder Rotary Trail must start between the hours of 7:00 am and 9:00 am.
- 3.9 Biking and equestrian events will be required to use the trail on the south side of the Vedder River. However, due to the management agreement for the Vedder Campground, neither of these types of events are permitted and must detour around the campground area.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council authorize staff to implement the Vedder Greenway Special Event Allocation Guidelines effective June 1, 2024; and further, that staff reevaluate the impact on special events throughout the year and bring forward any necessary amendments to the guidelines in the spring of 2025.

Substantiation:

The guidelines, once enacted, will help ensure the balance between passive and active use is met without compromising the safety of Vedder Greenway users or the integrity of the facilities.

AGENDA ITEM NO: 7.6

MEETING DATE: May 21, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Annual Development Cost Charges Report Date: May 6, 2024

DEPARTMENT: Finance Prepared by: Glen Savard

1. SUMMARY OF ISSUE:

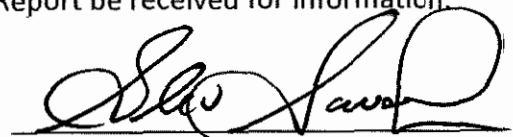
In accordance with Section 569 of the *Local Government Act*, a municipality must prepare a development cost charges report on an annual basis. The report must include the following:

- (a) The amount of development cost charges received;
- (b) The expenditures from the development cost charge reserve funds;
- (c) The balances in the development cost charge reserve funds at the start and the end of the applicable year;
- (d) Any waivers and reductions under section 563(2)

Attached for Council's information is the 2023 Annual Development Cost Charges Report.

2. RECOMMENDATION:

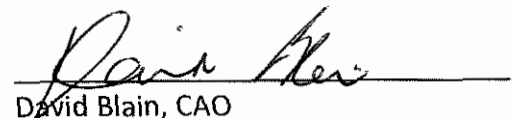
That the 2023 Annual Development Cost Charges Report be received for information.



Glen Savard, Director of Finance

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports Recommendation.



David Blain, CAO

City of Chilliwack
2023 Annual Development Cost Charge (DCC) Report
in accordance with Section 569 of the Local Government Act

Roads

Balance - January 1, 2023	\$	27,015,044 38
Add DCC's received		9,712,032 25
Add Interest earnings		1,318,495 86
Less Expended on eligible projects		(5,221,936 73)

Balance - December 31, 2023	\$	<u>32,823,635 76</u>
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Storm Drainage

Balance - January 1, 2023	\$	2,668,908 02
Add DCC's received		152,437 23
Add Interest earnings		113,177 00
Less Expended on eligible projects		(178,815 33)

Balance - December 31, 2023	\$	<u>2,755,706 92</u>
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Parkland Acquisition and Improvement

Balance - January 1, 2023	\$	3,636,660 69
Add DCC's received		2,075,289 80
Add Interest earnings		184,182 22
Less Expended on eligible projects		(797,460 62)

Balance - December 31, 2023	\$	<u>5,098,672 09</u>
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Water

Balance - January 1, 2023	\$	6,898,847 90
Add DCC's received		1,291,589 85
Add Interest earnings		316,441 83
Less Expended on eligible projects		(32,178 85)

Balance - December 31, 2023	\$	<u>8,474,700 73</u>
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Sanitary Sewer

Balance - January 1, 2023	\$	4,249,422 75
Add DCC's received		1,726,877 22
Add Interest earnings		215,841 58
Less Expended on eligible projects		(77,039 82)

Balance - December 31, 2023	\$	<u>6,115,101 73</u>
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Total DCC Balances - December 31, 2023	\$	<u>55,267,817.23</u>
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Waivers and Reductions

For the year ended December 31, 2023, the City of Chilliwack issued no waivers or reductions under section 569 (2)(d)

AGENDA ITEM NO: 7.7

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Shelby Vevers
Development Permit / 42431 Highland
Drive DATE: May 13, 2024

DEPARTMENT: Planning Department
DP001783 PREPARED BY: Sean Yilmaz / cc

1. SUMMARY OF ISSUE:

The applicant is seeking approval for the form and character of an Accessory Dwelling Unit (coach house) within the subject property. As the property is within the Development Permit Area No. 10 (Coach Houses or Garden Suites) (DPA10), a Development Permit is required.

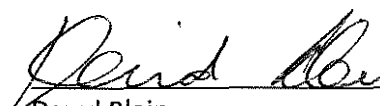
2. RECOMMENDATION:

Recommendation that Council approve the issuance of Development Permit DP001783 with respect to property located at 42431 Highland, subject to the conditions as stipulated within the draft Development Permit.


Gillian Villeneuve
Director of Planning

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.


David Blain
Chief Administrative Officer

STAFF REPORT ON DEVELOPMENT PERMIT DP001783

PREPARED BY: Sean Yilmaz DATE: May 13, 2024
POSITION: Planner I DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant is seeking approval for the form and character of an Accessory Dwelling Unit (coach house) within the subject property. As the property is within Development Permit Area No. 10 (Coach Houses or Garden Suites) (DPA10), a Development Permit is required.

2. BACKGROUND:

In May 2018, Council approved the creation of DPA10 to evaluate the form and character of detached Accessory Dwelling Units (ADUs), and designated authority to approve said applications to the Director of Planning. The purpose of the Design Guidelines for DPA10 is to protect the privacy of neighbouring properties and ensure a high standard of site and building design which seamlessly integrates into existing neighbourhoods, predominantly within an urban context.

The DPA10 Design Guidelines were recently amended to exclude properties in the Agricultural Land Reserve (ALR) and Ryder Lake neighbourhood as these areas are generally comprised of larger lots with ample separation and/or screening between adjacent properties. The Design Guidelines continue to apply to all other properties, including larger residential lots where the intent of the guidelines tend to be achieved solely by the size and condition of the property. As such, departures from the Design Guidelines are considered acceptable in certain instances where larger lots are adjacent to rural or agricultural areas that do not necessitate the same design and privacy standards as more urban areas. As these applications diverge from the Design Guidelines, the Director of Planning cannot approve the proposal and referral to Council is required.

3. PROPOSAL:

In summary, the proposal includes the following:

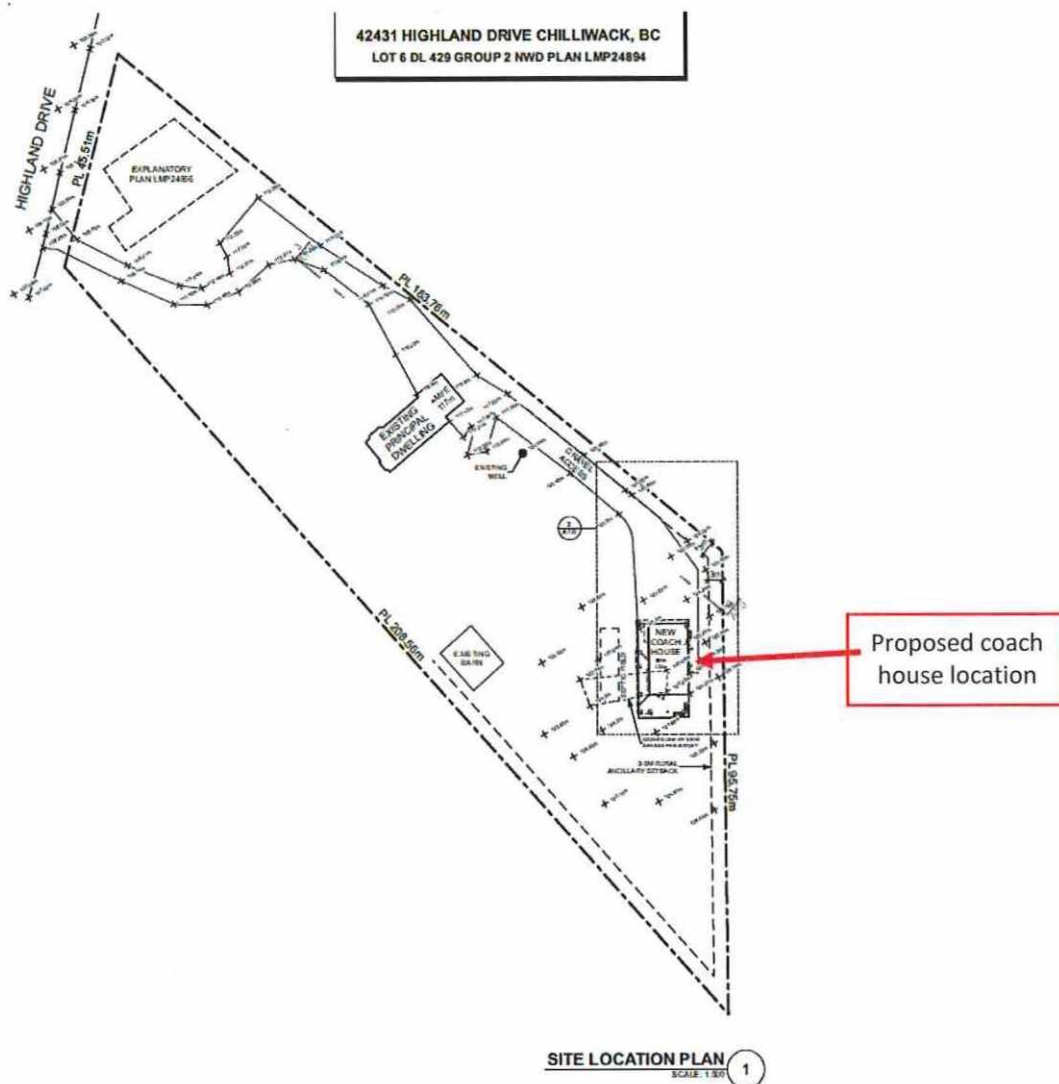
- A 150 m² ADU in the form of a coach house;
- Adequate parking for both the ADU and the existing single detached dwelling; and,
- A natural and harmonious colour scheme including grey/green horizontal siding and vertical siding complimented with black and stained wood accents.

As detailed in the attached checklist and Section 4: Discussion of this report, the proposal is unable to meet the Design Guidelines for DPA10, owing to the design of the coach house.

4. DISCUSSION:

The subject property is approximately 0.95ha (2.4 acres) in area and contains an existing single detached dwelling and a farm building (barn). As shown on the site plan below, the coach house is proposed to be sited approximately 60m behind the existing single detached dwelling, close to the rear of the property. The proposed coach house is also located 40m from the south property line and 25m from north lot line thereby ensuring significant separation between the coach house and neighbouring lots.

Site Plan



The proposed coach house departs from the Design Guidelines as a deck has been included in the design which is oriented to the south of the property rather than towards the principal dwelling. As the subject property and adjoining rural lots are larger in area, include significant forested areas and/or hedging which screens the deck from view and the coach house will be located a significant distance from the shared property lines, the proposed departure to the Design Guidelines is not

anticipated to impact the privacy or function of the neighbouring lots. As such, the proposal is considered supportable by staff in this instance.

Images of the south, east, and north views are provided below.



Figure 1 Facing Southward



Figure 2 Facing Eastward



Figure 3 Facing Northward

5. CONDITIONS OF ISSUANCE:

Staff support the proposal and recommend Council approve the issuance of the draft Development Permit, subject to the following conditions:

- That an application is submitted to the City to assign an alias address for the coach house;
- That an additional sign displaying the assigned alias address be installed and maintained at the street entrance in order to clearly identify the unit for visitors, deliveries and emergency responders;
- That non-combustible cladding and soffits be provided within the balcony;
- That any pathway lighting, entrance features or any other design features must complement the architectural and landscaping style of the subject property;
- That continuous, view-obstructing screening of at least 1.5m height be maintained between the proposed coach house and neighbouring properties to the south and north; and,
- That all off-street parking areas are surfaced with an asphalt, concrete, concrete or brick pavers, or similar surface that is durable and dust free.

6. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council approve the issuance of Development Permit DP001783 with respect to property located at 42431 Highland Drive, subject to the conditions as stipulated within the draft Development Permit.

Substantiation:

The proposed coach house is considered appropriate in this instance as the design is visually appealing and will integrate well into the surrounding area. Although the proposal diverges from the Design Guidelines for DPA10 in regards to deck placement, the rural nature of the adjacent properties, the size of the subject property, and the existing screening all serve to mitigate any impact these discrepancies may create.

7. DEVELOPMENT PERMIT AREA NO. 10 DESIGN GUIDELINE CHECKLIST:

Design Guidelines		Yes/No	Comments
1	Design		
	Roofline matches architecturally with principal dwelling	Yes	The design of the roofline, shape, massing and scale are in keeping with the principal dwelling
	Massing matches architecturally with principal dwelling	Yes	As above.
	Shape matches architecturally with principal dwelling	Yes	As above.
	Scale and proportion match architecturally with principal dwelling	Yes	The existing single detached home and the proposed coach house will be 2 storeys

Exterior finishes match architecturally with principal dwelling	Yes	The coach house and principal dwelling share common materials.
Colours match the principal dwelling	Partial	Although different colours currently, the owners have stated the principal dwelling is to be painted in a color scheme that harmonizes with the coach house
Coach houses shall be designed as a single-level apartment unit, with all services and rooms forming part of the unit located on the same floor.	Yes	All services form a part of the single-level dwelling unit
Coach houses accessed by an interior staircase shall meet setback requirements, be located within an entrance foyer with a maximum area of 2m ² and designed for exterior access only	Yes	An interior staircase is located within a 2m ² entrance foyer designed for exterior access only
Oriented to the internal lot, laneway or flanking street	No	The coach house is oriented toward the main dwelling, however, the deck is oriented to the south, facing a neighbouring lot. As the coach house is setback a fair distance and has existing vegetation on the site, it is not anticipated to impact privacy of surrounding neighbours.
Windows facing garden and side yards modestly sized	Partial	One large sized window faces south, toward the neighbouring lot to the south. As the coach house is setback a fair distance and has existing vegetation on the site, it is not anticipated to impact privacy of surrounding neighbours.
Use of frosting and/or clerestory windows on walls facing neighbouring properties	Yes	Although the windows adjacent to neighbouring lot lines are not frosted, significant existing screening is in place which preserves the privacy of the adjacent properties
Skylights used	Yes	One skylight is proposed over the interior hallway which access the bedrooms
Design reflects and incorporates natural terrain in areas with steep slopes	N/A	No steep slopes on property
Balcony and/or deck is oriented towards principal dwelling and is less than 3.0m in height	No	The proposed deck is less than 3m in height but is oriented towards the southern lot line. The deck faces another dwelling, however existing vegetation obstructs the coach house from view thereby limiting any impact on the privacy of surrounding neighbours.
Single garage doors or double garage doors with windows or other architectural elements are used	Yes	Two single garage doors are proposed and both have an awning above to break up the solid wall and includes windows.
2 Siting		
Coach house or garden suite is located behind or beside the principal dwelling	Yes	The coach house is located behind the principal dwelling.
Coach houses and garden suites accessed off of a lane include a recessed, covered landing or "stoop"	N/A	Coach house is not accessed off a rear lane.
Front door is oriented to the adjacent right-of-way, in the case of a corner lots with laneway access	N/A	As above

3	Access		
	Shared driveway access or from laneway or flanking street	Yes	The coach house will have shared driveway access with the principal dwelling
	Address signs provided	No	The plans submitted do not denote an address sign. As such, a condition of the Development Permit is that an additional address sign be placed at the street entrance in order to clearly identify the unit for visitors, deliveries and emergency responders.
	Pedestrian access provided from front street to coach house or garden suite.	Yes	Pedestrian access is provided by a shared gravel driveway that directs pedestrians to the entrance of the coach house
4	Outdoor Space		
	15m ² semi-private outdoor space clearly associated with coach house or garden suite	Yes	A 15m ² semi-private outdoor space associated with the coach house is provided
	View obstructing screen (berm, fence, masonry wall or vegetation screen), with a minimum height of 1.5m, provided between structure and neighbouring properties	Yes	The property is screened from its neighbours with existing vegetation, however, a condition is included in the draft development permit to ensure this screening is maintained
5	Outdoor Lighting		
	Lighting is oriented to the unit and not intruding on neighbouring properties	No	A lighting plan has not been provided. As such, a condition has been included in the Development Permit to require any exterior lighting be non-glare and down cast to not intrude on neighbouring properties
	Pathway lighting, non-glare down cast LED lights for entrance feature and other lighting features complement the architectural and landscape style of the unit	No	As above. A condition has been included in the Development Permit to ensure any pathway lighting complements the architectural and landscape style of the unit.
6	Landscaping		
	Landscaping on rear lane provided to enhance visual amenity and break up solid lines of fencing	N/A	The property does not back on to a lane
	Landscaping does not impede visibility for vehicle movement within the lane	N/A	As above.

8. SOURCES OF INFORMATION

- Development Permit Application (DP001783) – November 24, 2023

Location Map



Ortho Photo



Existing Dwelling





CITY OF CHILLIWACK

DEVELOPMENT PERMIT NO. DP001783

(Portion of Development Permit Area No. 10 of the Official Community Plan)

1. This Development Permit applies to the following property:

Parcel Identifier No. 023-199-547
Legal Description: LOT 6 DISTRICT LOT 429 GROUP 2 NEW WESTMINSTER
DISTRICT PLAN LMP24894
Address: 42431 Highland Drive

2. Development of the subject property shall be substantially in conformance to the following:

- Development shall be in accordance with the approved site plan and elevations attached with Schedule "A";
- That an additional sign displaying the assigned alias address be installed and maintained at the street entrance in order to clearly identify the unit for visitors, deliveries and emergency responders;
- That continuous, view-obstructing screening of at least 1.5m height be maintained between the proposed coach house and neighbouring properties to the south and north;
- That an application is submitted to the City to assign an alias address for the coach house;
- That all off-street parking areas are surfaced with an asphalt, concrete, concrete or brick pavers, or similar surface that is durable and dust free;
- That any pathway lighting, entrance features or any other design features must complement the architectural and landscaping style of the subject property;
- That non-combustible cladding and soffits be provided within the balconies; and,
- Specifications of Development Permit Area No. 10 (Coach House and Garden Suites) of the City of Chilliwack Official Community Plan.

N.B. The above technical information is retained on file in the Planning Department.

3. This Development Permit is not a Building Permit and does not constitute approval of any proposed subdivision.

DRAFT

4. Pursuant to Section 504 of the Local Government Act, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

APPROVED BY COUNCIL ON THE ____ DAY OF _____, 2024.

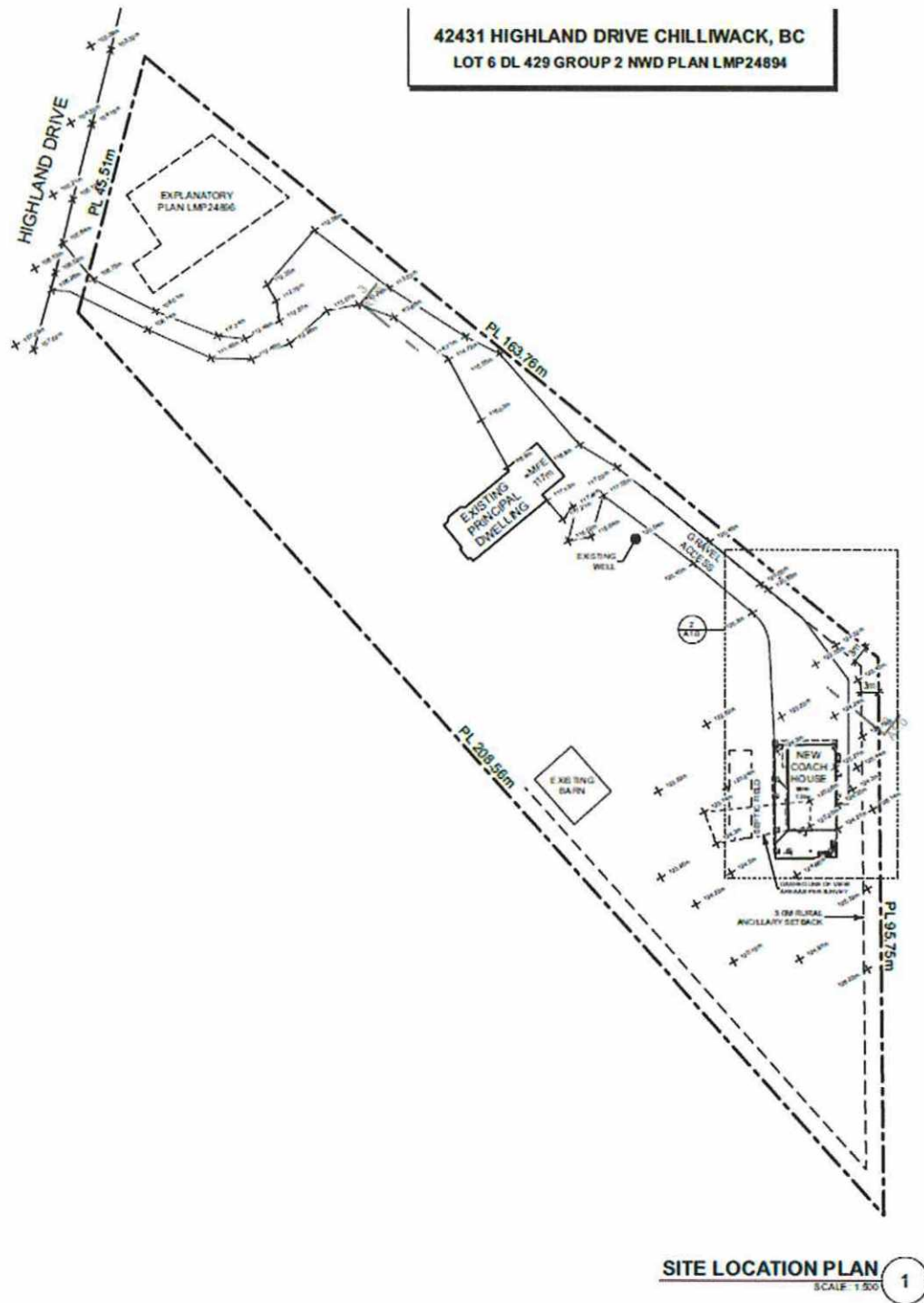
ISSUED THIS ____ DAY OF _____, 2024..

CORPORATE OFFICER

DRAFT

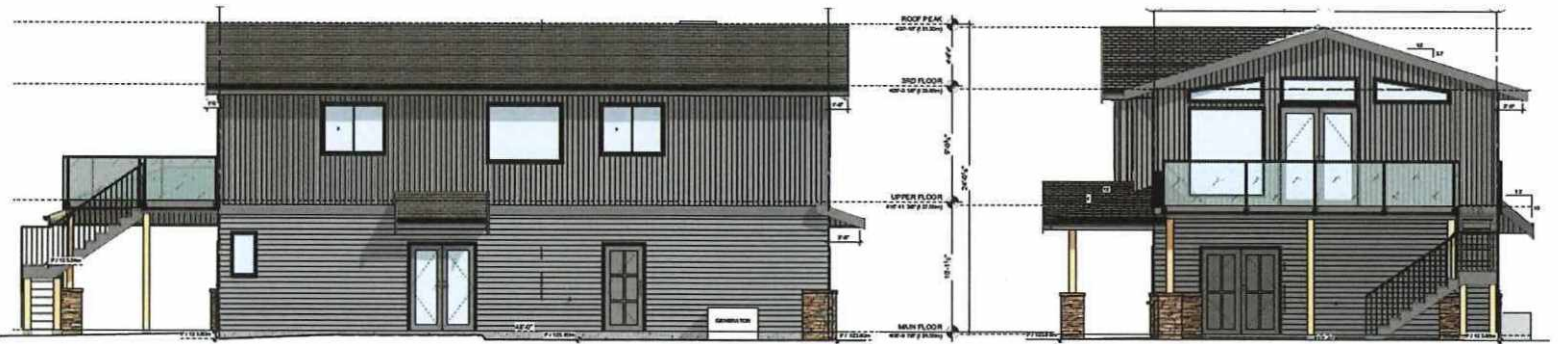
Schedule "A"

Site Plan



DRAFT

Elevations



SPATIAL SEPARATION BCBC 9.10.15.4.

COMPARTMENT	AREA OF FACE	LIMITING DISTANCE	UNPROTECTED OPENING	ALLOWED	ACTUAL	SUBJECT'S FACE	ADJACENT'S FACE
NORTH FACADE	48.2 m ²	0.83 m	9.02 m ²	10%	37.2%	21%	C
EAST FACADE	87.8 m ²	2.26 m	3.85 m ²	10%	8.2%	15.4%	C
SOUTH FACADE	81.2 m ²	> 2.84 m TO FL, 18% ALLOWED	18.0 m ²	25%	C	C	C
WEST FACADE	84.1 m ²	> 2.84 m TO FL, 18% ALLOWED	18.0 m ²	25%	C	C	C

HC = NONCOMBUSTIBLE CONSTRUCTION C = COMBUSTIBLE CONSTRUCTION
 5.10.15.4 LIMITING DISTANCE NEEDED WHEN FIREDEPARTMENT ENDED 15MIN RESPONSE TIME

EAST ELEVATION 1
SCALE 1/4" = 1'-0"

EXTERIOR MATERIALS

COLOURS & MATERIALS TO OWNERS SPEC:

1	ASPHALT ROOF SHINGLES	GRAY
2	COLORWASHED BRICK	
3	GLASS BALUSTRADE	
4	WIDE HORIZONTAL CLADDING	GREY/GREEN
5	WIDE VERTICAL CLADDING	GREY/GREEN
6	METAL PICKET RAILING	BLACK
7	PREFINISHED METAL FLASHING	BLACK
8	PREFINISHED METAL GUTTER	BLACK
9	VINYL WINDOWS WITH WOOD TRIM	BLACK
10	WOOD 2X4 TRIM	GREY/GREEN
11	WOOD ACCENT GABLE BRACKET	STAINED WOOD
12	WOOD POST	STAINED WOOD
13	WOOD STAIRS	STAINED WOOD

SOUTH ELEVATION 2
SCALE 1/4" = 1'-0"



WEST ELEVATION 3
SCALE 1/4" = 1'-0"

NORTH ELEVATION 4
SCALE 1/4" = 1'-0"

DRAFT

AGENDA ITEM NO: 7.8

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: OTG Developments Ltd.
Agricultural Land Reserve
41684 Yale Road DATE: May 13, 2024

DEPARTMENT: Planning Department
ALR00410 PREPARED BY: Joty Rai / cc

1. SUMMARY OF ISSUE:

The applicant is seeking approval to permit a 2-lot subdivision within the Agricultural Land Reserve (ALR).

2. RECOMMENDATION:


Recommendation that application ALR00410 for a subdivision within the Agricultural Land Reserve (ALR), with respect to property located at 41684 Yale Road, be forwarded to the Agricultural Land Commission "with support".



for Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON AGRICULTURAL LAND RESERVE APPLICATION ALR00410

PREPARED BY: Joty Rai DATE: May 13, 2024
POSITION: Planner I DEPARTMENT: Planning Department

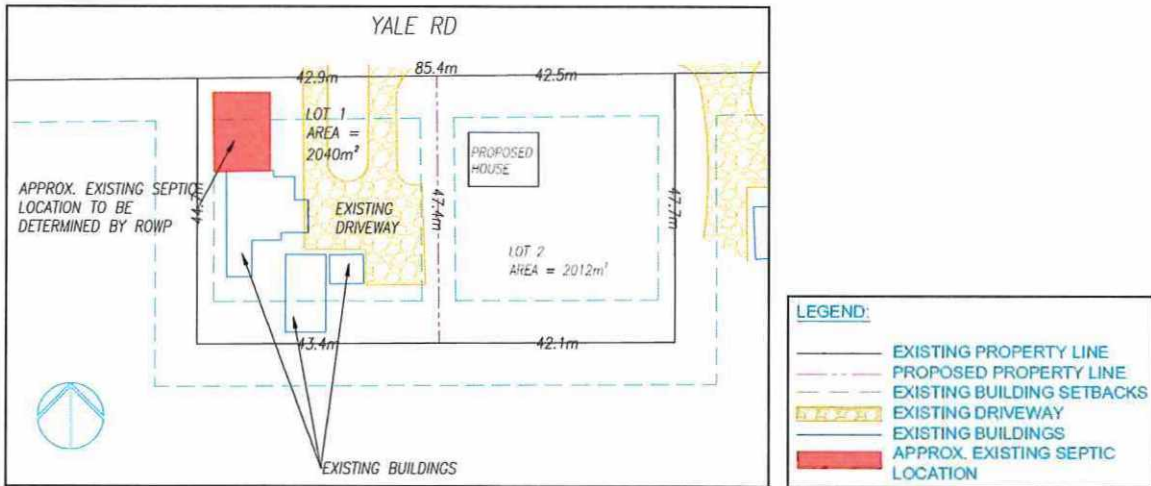
1. SUMMARY OF ISSUE:

The applicant is seeking approval to permit a 2-lot subdivision within the Agricultural Land Reserve (ALR).

2. PROPOSAL:

The applicant is proposing a 2-lot subdivision of the subject property within the proposed AS (Agricultural Small Lot) Zone (rezoning of the property to facilitate subdivision has not yet been considered by Council). The applicant intends to retain the existing single detached dwelling and associated ancillary buildings within proposed lot 1, as shown below.

Proposed Subdivision Plan



Although the property is excepted from the ALR Use Regulation, the exception does not apply to the subdivision of land, and as such, the application must be approved by the Agricultural Land Commission (ALC). If approved by the ALC, the following application to the City will be required to facilitate the proposal as follows:

- a rezoning application to rezone the subject property from the AL (Agricultural Lowland) Zone to the AS Zone.

A copy of the applicant’s proposal letter is attached as ‘Schedule B’ for information.

3. FACTORS:

3.1 Zoning / 2040 OCP Designation / Land Use

Current Zoning: The property is within the AL (Agricultural Lowland) Zone.

OCP Designation: The property is designated “Agriculture”

Existing Land Uses: Single detached dwelling and two ancillary buildings (all to be retained on proposed lot 1).

3.2 Technical Issues:

Floodplain: The subject property is located within the protected floodplain and as such, is subject to the Floodplain Regulation Bylaw.

Watercourses: There are no known watercourses within, or in the immediate vicinity of, the subject property.

Geotechnical Issues: The property is not subject to any known geotechnical hazards or earthquake related risks.

Soil Classification: According to the ALC’s soil capability mapping, the property is composed of a variety of soils including:

- 70% Class 2 soils (with excess water, soil moisture deficiency, and topography challenges), having the potential to be Class 2 soils (with topography challenges only);
- 30% Class 3 soils (with excess water), having the potential to be Class 2 soils (with excess water);

For reference, the ALC’s Soil Classes are outlined below:

- Class 2 lands have minor limitations that require good ongoing management practices or slightly restrict the range of crops, or both.
- Class 3 lands have limitations that require moderately intensive management practices or moderately restrict the range of crops, or both.

3.4 Neighbourhood Character

The subject property is located within an agricultural area outside the City’s Urban Growth Boundary situated east of Trans-Canada Highway and north west of the Greendale neighbourhood. The adjacent surrounding properties are also zoned AL and are occupied by mid to large sized farming operations. *Duke’s Pub*, within the C5 (Liquor Primary) Zone and C7 (Liquor Store) Zone, is located to the west, and *Chilliwack Golf and Country Club*, zoned OR (Outdoor Recreation) Zone, is located to the east. All properties surrounding the subject property are located within the ALR.

Although the proposed subdivision will create smaller lots than those in the surrounding neighbourhood, the proposal is considered to be in keeping with the City's *Guidelines for Assessing the Development Potential for ALR Excepted Parcels* ('Guidelines'). These Guidelines are intended to assist with decision-making regarding the rezoning and development of parcels excepted from ALR restrictions. The proposed subdivision is consistent with the Guidelines as it features minimum lot areas of 0.2ha (0.5ac), and, access to City water. Although a vegetative buffer is not currently shown on the provided plan, it will be required at time of subdivision.

4. AGRICULTURAL AND RURAL ADVISORY COMMITTEE:

The Agricultural and Rural Advisory Committee (ARAC) reviewed this proposal on November 29, 2023 and May 8, 2024 and made the following recommendation:

That the Agricultural and Rural Advisory Committee supports the proposed subdivision within the Agricultural Land Reserve for property located at 41684 Yale Road and recommends Council forward the application to the Agricultural Land Commission "with support".

As part of the Committee's rationale, it was noted that as property has not been used historically for farming purposes and the lot is excepted from the ALR Use Regulations, the proposed subdivision will not have an impact on agriculture in the community. In addition, the Committee noted that the proposal is consistent with the City Guidelines for Assessing the Development Potential of ALR Excepted Parcels as previously endorsed by ARAC and Council.

5. RECOMMENDATION AND SUBSTANTIATION:

Recommendation

Recommendation that application ALR00410 for a subdivision within the Agricultural Land Reserve (ALR), with respect to property located at 41684 Yale Road, be forwarded to the Agricultural Land Commission "with support".

Substantiation

As the proposed subdivision is consistent with the City's OCP, AS Zone, and *Guidelines for Assessing the Development Potential for ALR Excepted Parcels*, it is recommended that the application be forwarded to the ALC "with support" for consideration of the proposed subdivision.

6. SOURCES OF INFORMATION:

- ALC Applicant Submission (ID# 68373) – May 11, 2023
- ALR Application (ALR00410) – May 12, 2023
- Development Application Review Team (DART) Minutes – June 29, 2023
- Guidelines for Assessing the Development Potential for ALR Excepted Parcels

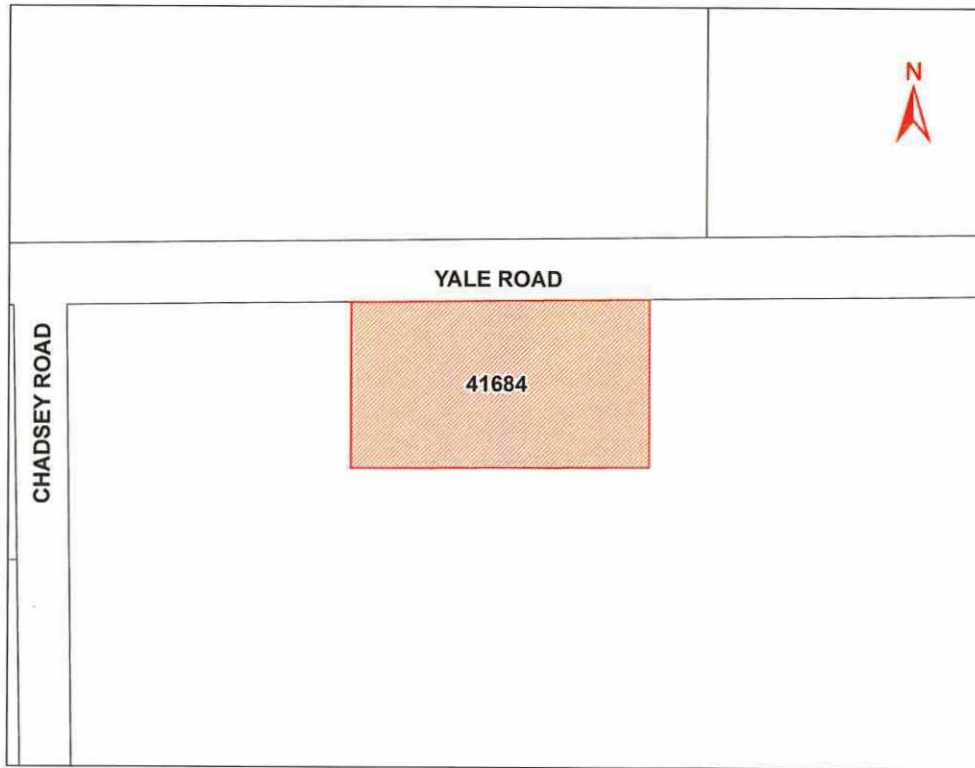
Attachments:

- Schedule A - ALC Applicant Submission (ID# 68373) – May 11, 2023
- Schedule B - Applicant's Letter of Rationale

Site Photos



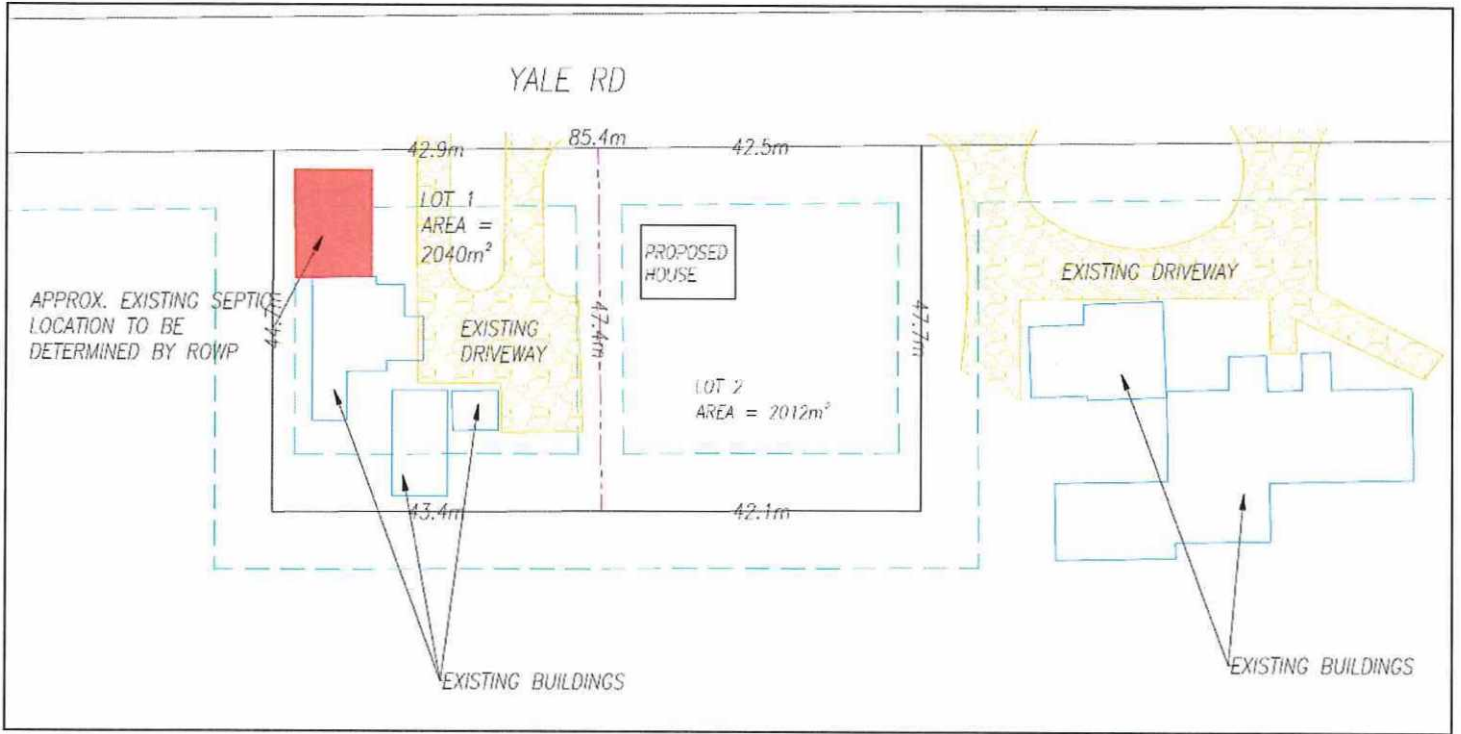
Location Map



Ortho Map



Proposed Site Plan (as submitted by the applicant)



Schedule A
ALC Applicant Submission



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 68373

Application Status: Under LG Review

Applicant: Western Canada Duck Farm Ltd.

Agent: OTG Developments Ltd.

Local Government: City of Chilliwack

Local Government Date of Receipt: 05/11/2023

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: The purpose is to subdivide the 1 acre property into two separate small lots.

Agent Information

Agent : OTG Developments Ltd.

Mailing Address :

201 - 45269 Keith Wilson Road

Chilliwack, BC

V0P 1N0

Canada

Primary Phone : (250) 201-2327

Email : kristin@otgdevelopments.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

Parcel Identifier : 005-344-972

Legal Description : PARCEL "8" (REFERENCE PLAN 16662) OF PARCEL "M" (REFERENCE PLAN 2643) DISTRICT LOT 84 GROUP 2 NEW WESTMINSTER DISTRICT

Parcel Area : 0.4 ha

Civic Address : 41684 Yale Road

Date of Purchase : 11/17/2016

Farm Classification : No

Owners

1. **Name :** Western Canada Duck Farm Ltd.

Address :

5395 SUMAS PRAIRIE ROAD

CHILLIWACK, BC

V2P 6H4

Canada

Applicant: Western Canada Duck Farm Ltd.

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

No agricultural activities currently take place on the subject property

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

No agricultural improvements have been made to the property.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

There is one single-family dwelling and two residential accessory buildings located on the site

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity : Farm and the commercial Chilliwack Corn Maze operation

East

Land Use Type: Recreational

Specify Activity : Golf Course

South

Land Use Type: Recreational

Specify Activity : Golf Course and Farming

West

Land Use Type: Agricultural/Farm

Specify Activity : Crops

Proposal

1. Enter the total number of lots proposed for your property.

0.2 ha

0.2 ha

2. What is the purpose of the proposal?

The purpose is to subdivide the 1 acre property into two separate small lots

3. Why do you believe this parcel is suitable for subdivision?

The property is not of a size which is viable for farming operations, the parcel was created prior to the

Applicant: Western Canada Duck Farm Ltd

establishment of the ALR, and has been confirmed by the ALC that the property is exempt from the Act No existing services or buildings / structures encroach across the proposed property line The property has also not been actively farmed since before the 1980s

4. Does the proposal support agriculture in the short or long term? Please explain.

The proposal does not support agriculture in the short or long term. The property has not been actively farmed since at least before 1980 and has been 1 acre in size since before the establishment of the ALR.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

Applicant Attachments

- Agent Agreement - OTG Developments Ltd.
- Proposal Sketch - 68373
- Other correspondence or file information - Cover Letter
- Other correspondence or file information - Corporate Search
- Other correspondence or file information - ALC Letter
- Other correspondence or file information - Survey
- Certificate of Title - 005-344-972

ALC Attachments

None.

Decisions

None.

Schedule B
Applicant's Proposal Letter

19 April 2024

Our File No. 22-053

City of Chilliwack
8550 Young Road
Chilliwack B.C. V2P 8A4

Re: 41684 Yale Road, Chilliwack - Subdivision Application (ALR00410)

This letter is in response to the City's letter dated August 30, 2023, outlining concerns with the proposed rezoning and subdivision and additional concerns raised by the City's Agricultural Rural and Advisory Committee on November 29, 2023. Please note that as per the City's email received April 15, 2024, confirming that road dedication will not be required, both proposed lots will now meet the minimum lot size requirements within the proposed AS Zone. The comments below therefore have been revised to address the committees concerns with respect to the potential for agricultural / residential conflicts only.

Potential for Agricultural / Residential Conflicts

As indicated within *Figures 1 and 2*, the Subject Property is bordered on three sides by a larger agricultural property under the same ownership. As such, no immediate residential / agricultural conflicts will be created from the proposed subdivision. Future owners of the smaller lots will also be informed of the potential amenity impacts from adjacent farming activities prior to purchase through the inclusion of the City's standard Restrictive Covenant on the title which:

- 1) requires buffering in accordance with the Agricultural Land Commission's Landscape Buffer Specifications; and,

+++

"A plan without action is a dream,
an action without a plan is a nightmare."



- 2) includes language to inform future owners of the potential urban / rural land use conflicts and adjacent farm owners' rights to farm under the Farm Practice Protection (Right to Farm) Act.

We submit that there is less potential for agricultural / residential conflict through the proposed subdivision than there has been through similar subdivisions approved in recent years within the City of Chilliwack. This letter highlights subdivisions similar in nature to that proposed which present an equal or greater potential for agricultural / residential conflict. This is to demonstrate how the proposed subdivision layout addresses the City's concerns and avoids potential use conflicts in ways that previously approved subdivisions did not.



Figure 1 - Aerial View of Subject Property

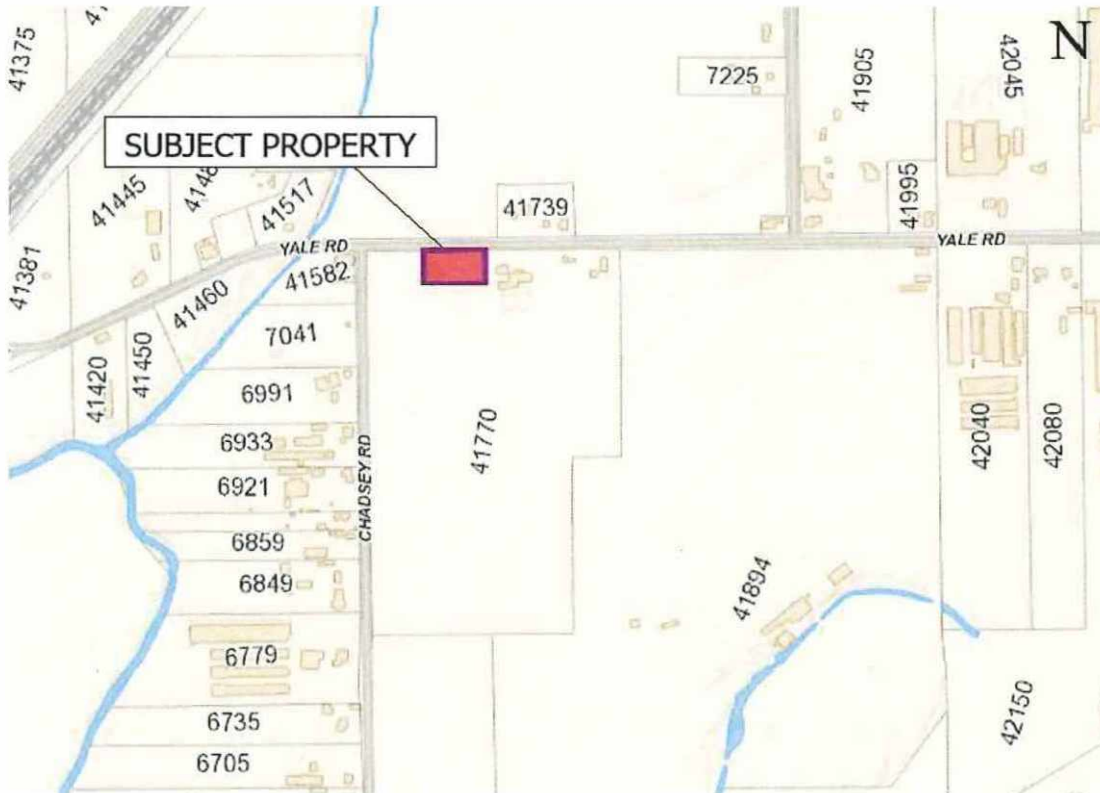


Figure 2 - Location Map of the Subject Property

As indicated in the proposed subdivision plan, proposed Lot 1 of the Subject Property is 2012m² in area and proposed Lot 2 is 2040m². Both of the proposed lots are over 42m wide and over 44m deep.

The proposed lot layout creates lots which are wider or deeper than several other lots recently created in the AS Zone, as shown in the examples below. The proposed layouts will ensure that no new dwellings are forced to be situated directly along or near a property line, where it would closely abut active agriculture and give rise to use conflicts. As depicted in *Figure 3* below, the dimensions of the proposed lots provide more than enough space for a buffer between a new residence and existing farming activities. If deemed

necessary, a restrictive covenant could be placed on the title of the new lot limiting the building envelope to the area shown in *Figure 3* below.

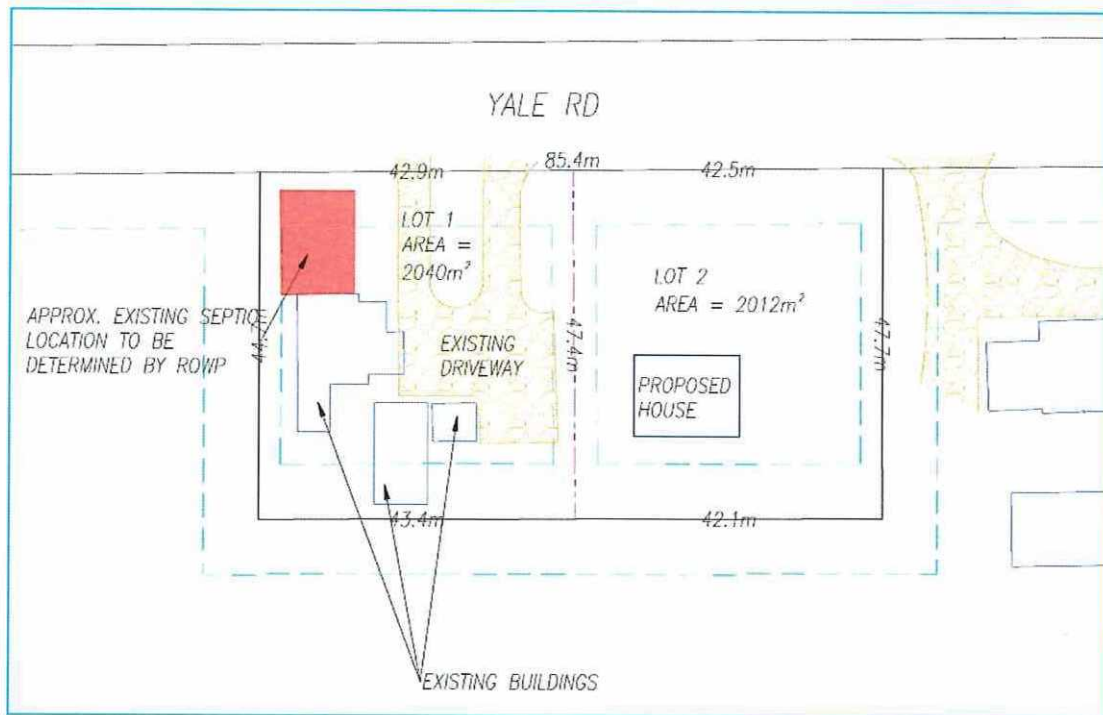


Figure 3 – Proposed Building Envelope Within New Lot

Example 1: 10685 & 10695 McSween Road

These properties are the result of a 2-lot subdivision that occurred between 2016 and 2021, as evidenced by the City of Chilliwack Webmap Historical Imagery. Both properties are approximately 1934.0m², similar to the lot sizes of the proposed subdivision. However, the lot widths are approximately only 23.0m each; narrower than those proposed and varying from the 25.0m minimum lot width in the AS Zone. As a result, new dwellings on these lots must fill nearly the entire width of the property, directly abutting active agricultural uses on the edges. This lack of buffer raises a greater potential for agricultural / residential conflict.



Figure 4: 10695 & 10685 McSween Rd, City of Chilliwack (Source: City of Chilliwack Webmap)

Example 2: 10887 & 10873 McSween Road

These properties are the result of a 2-lot subdivision that occurred circa 2020. Both properties are approximately 1959.7m², with a width of 31.0m, and both abut active agricultural uses on all sides except for along their front and shared property lines. The frontages of these lots are approximately 11.7m narrower than the proposed widths of the Subject Property. With wider lots, the proposed subdivision represents less potential for agricultural / residential conflict and allows a much more significant setback for new dwellings from the property lines shared with agricultural uses, diminishing the potential for conflicts between uses.

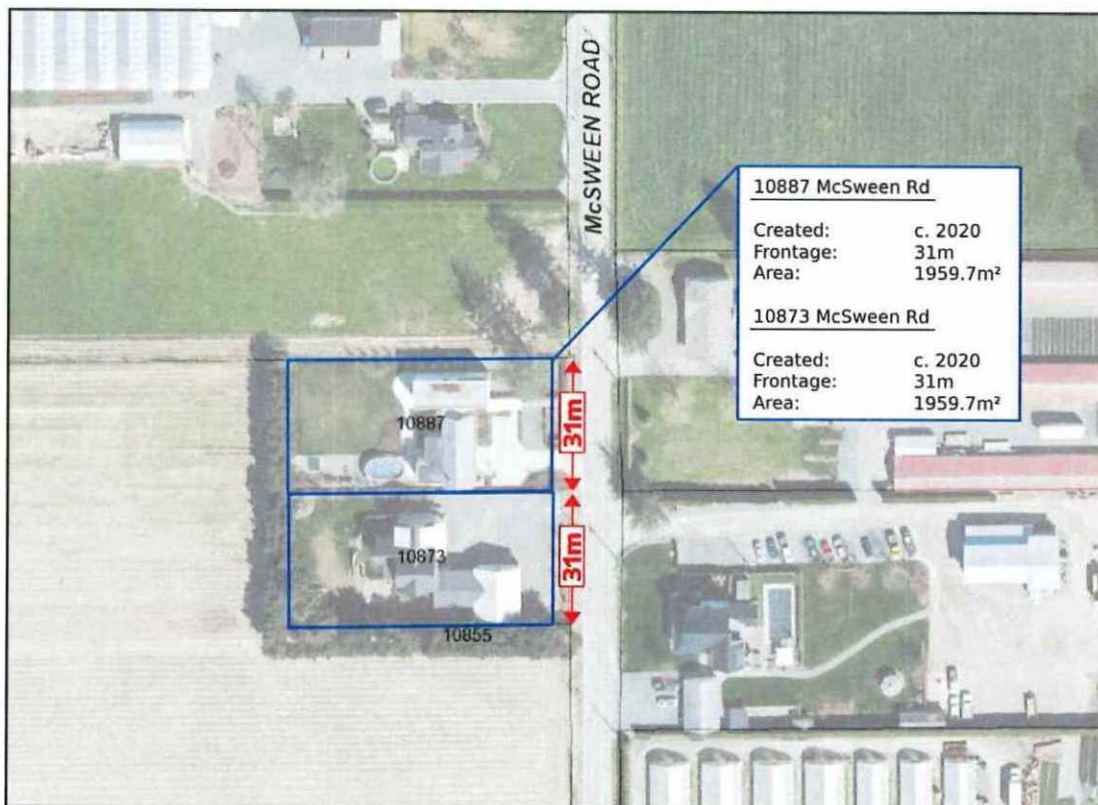


Figure 5: 10887 & 10873 McSween Rd, City of Chilliwack (Source: City of Chilliwack Webmap)

Example 3: 43125 & 43137 Smith Road

These properties are another example of a 2-lot subdivision that occurred circa 2020. Both properties are less than 2500.0m² with widths of approximately 26.0m. The properties abut active agriculture to the north and west. These lots are approximately 16.7m narrower than the proposed lot widths of the Subject Property. As shown in the image below, the new dwelling footprint within the western lot provides no agricultural buffer due to the narrow lot width.



Figure 6: 43125 & 43137 Smith Rd, City of Chilliwack (Source: City of Chilliwack Webmap)



Closing

This letter aims to demonstrate that the proposed subdivision is consistent with, if not an improvement upon, subdivisions in the ALR that have recently been approved by the City of Chilliwack. The square-shaped lots allow for a sufficient buffer around any new dwellings; this will ensure that dwellings can remain protected from adjacent agricultural activities and that potential use conflicts are minimized. It is anticipated that precedents established through previous subdivisions will be upheld through this application for the property located at 41684 Yale Road.

Thank you for your time and consideration. If there are any questions or concerns, please do not hesitate to contact the undersigned.

Regards,

A handwritten signature in black ink, appearing to read 'Shannon Webb', is written over a thin horizontal line.

Shannon Webb

Senior Development Planner

P: 250 686 5793

E: shannon@otgdevelopments.com

AGENDA ITEM NO: 7.9

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: OTG Developments Ltd
Agricultural Land Reserve
51665 Yale Road DATE: May 13, 2024

DEPARTMENT: Planning Department
ALR00419 PREPARED BY: Sean Yilmaz / cc

1. SUMMARY OF ISSUE:

The applicant is seeking approval for a Non-Farm Use in the Agricultural Land Reserve (ALR) on the subject property to allow the continuation of an established soils, landscaping and nursery business currently operating on the premises.

2. RECOMMENDATION:

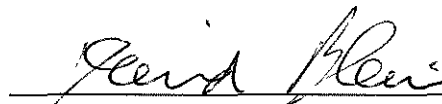
Recommendation that application ALR00419 for a Non-Farm Use within the Agricultural Land Reserve (ALR), with respect to property located at 51665 Yale Road, be forwarded to the Agricultural Land Commission "with support".



fer
Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON AGRICULTURAL LAND RESERVE APPLICATION ALR00419

PREPARED BY: Sean Yilmaz DATE: May 13, 2024
POSITION: Planner I DEPARTMENT: Planning Department

1. SUMMARY OF ISSUE:

The applicant is seeking approval for a Non-Farm Use in the Agricultural Land Reserve (ALR) on the subject property to allow the continuation of an established soils, landscaping and nursery business currently operating on the premises.

2. BACKGROUND:

In 2018, the Agricultural Land Commission (ALC) approved a Non-Farm Use application to permit the operation of the established soils, landscaping, and nursery business operated by Dan Knoke Trucking on the subject property for a 5-year term (Resolution #345 / 2018). A copy of the ALR resolution is attached for information.

As part of the original Non-Farm Use approval, the ALC deemed the soil mixing business as beneficial to agriculture by providing on-site soil mixtures, which supports both agricultural uses on the subject property and the broader agricultural community. The five-year time limit, set by the ALC, was designed to ensure that the soil mixing operation continues to align with agricultural objectives and allows for a re-evaluation of its nature after the specified duration.

Subsequent to the ALC approval, a Temporary Use Permit (TUP00137) was granted by the City of Chilliwack in 2019 to support this operation which included conditions related use of the site, hours of operation and drainage management. The TUP was renewed in February 2022 for an additional 3 years.

3. PROPOSAL:

The applicant requests approval for a Non-Farm Use (NFU) application to continue operation of the existing soil mixing and sale operation. Based on the information provided, the operation currently utilizes 0.38ha of the site with approximately 11,000 cubic meters of material mixed and sold annually. This volume has been reduced by approximately 30% compared to previous levels, as allowed by the original NFU approval. The composition of this material is as follows:

- 55% organic blended soil
- 5% bark
- 40% bark with modifications tailored for greenhouses, propagators, and nurseries.

Additionally, 5% of the bark is allocated for the nursery operation on the subject property.

The property also features a 93m² propagation greenhouse which serves as the hub for producing 100% of the seedlings required for cultivating plants sold in 5-gallon pots. Presently, there are approximately 1,000 plants at diverse growth stages, spanning an area of roughly 0.91 hectares for the nursery operation. A site plan was provided with the application package outlining the areas of the current operation and is attached to this report.

For information, a copy of the application including an accompanying report prepared by OTG Developments LTD. is attached. In addition, an associated report, prepared by Statlu Environmental Consulting and submitted during the previous ALC application, is included. This report outlines the soil and drainage conditions of the subject property, as well as its agricultural strengths and limitations. Additionally, it discusses how the existing land uses contribute to primary agricultural production in the Fraser Valley.

Given the current zoning restrictions in the AL (Agricultural Lowland) Zone, the soil and landscaping business is not a permitted use. As such, should the ALC approve the Non-Farm Use application, additional City approvals will be required to continue the operation on site.

If the ALC grants another temporary approval, the following application to the City will be required to facilitate the proposal as follows:

- A Temporary Use Permit application (which currently expires in 2025) to permit the use for a period of 3 years with an option to renew for a further 3 years.

If the ALC provides a permanent approval, the following application to the City will be required to facilitate the proposal:

- A rezoning application to rezone the property from the AL (Agricultural Lowland) Zone to the AC (Agricultural Commercial) Zone. This approval process would involve public input and consideration by Council.

4. FACTORS:

4.1 Zoning/2040 OCP Designation/Land Use

Current Zone: AL (Agricultural Lowland) Zone.

OCP Designation: “Agricultural”.

The OCP Agriculture Area Plan includes a policy that addresses non-permitted uses in the ALR by encouraging existing non-permitted uses on land in the ALR be transitioned back into acceptable agricultural use.

Existing Land Uses: A principle dwelling and associated residential use (0.21ha); Soil Mixing Operation (0.38ha), Nursery/Landscaping Business (0.91ha).

4.2 Technical Issues

Floodplain: The property is located within the protected floodplain and therefore any new construction will be subject to the Floodplain Regulation Bylaw.

Geotechnical Issues: The property is not subject to any known geotechnical hazards.

Soil Classification: According to the Agricultural Land Commission's soil capability mapping, the property is composed of Class 4 soils having the potential to be Class 3 soils with improvement.

- Class 3 soil (land that requires moderately intensive management practices or restrictions in the range of crops).
- Class 4 soil (land that requires special management practices or severely restricted crop selection).

4.3 Neighbourhood Character

The subject property is located in the Rosedale neighbourhood and is surrounded by properties within the AL Zone and the ALR. While several existing farming operations exist in the local vicinity, the surrounding land uses are primarily residential. Many adjacent properties have an area of less than 0.4 hectares (1 acre).

The current operation is compatible with surrounding properties, and the recommended conditions within the approved TUP, combined with the ALC's Non-Farm Use approval have mitigated the possible adverse impact on neighbouring agricultural activities.

In 2021, a complaint was lodged against the property concerning operations commencing before 7 a.m., however, voluntary compliance was promptly achieved, and the complaint was subsequently closed. The current business activity on site has been confirmed to remain compliant with all other conditions as noted above. The owners have also reaffirmed their commitment to maintain compliance with conditions imposed by the ALC and the City of Chilliwack.

5. AGRICULTURAL AND RURAL ADVISORY COMMITTEE:

The Agricultural and Rural Advisory Committee (ARAC) reviewed this proposal on May 8, 2024 and made the following recommendation:

That the Agricultural and Rural Advisory Committee supports the proposed Non-farm Use within the Agricultural Land Reserve for property located at 51665 Yale Road and recommends Council forward the application to the Agricultural Land Commission "with support".

As part of the Committee’s rationale, it was noted that the existing soil, landscaping and nursery business supports the agricultural industry within the community and constitutes an overall benefit to agriculture.

6. RECOMMENDATION AND SUBSTANTIATION:

Recommendation

Recommendation that application ALR00419 for a Non-Farm Use within the Agricultural Land Reserve (ALR), with respect to property located at 51665 Yale Rd, be forwarded to the Agricultural Land Commission “with support”

Substantiation

The proposal is considered supportable as the existing soil, landscaping and nursery business contributes positively to the agricultural community and is considered beneficial to agriculture.

7. SOURCES OF INFORMATION:

- ALC Applicant Submission (ID69386) – October 20, 2023
- Development Application Review Team (DART) Minutes – December 21, 2023

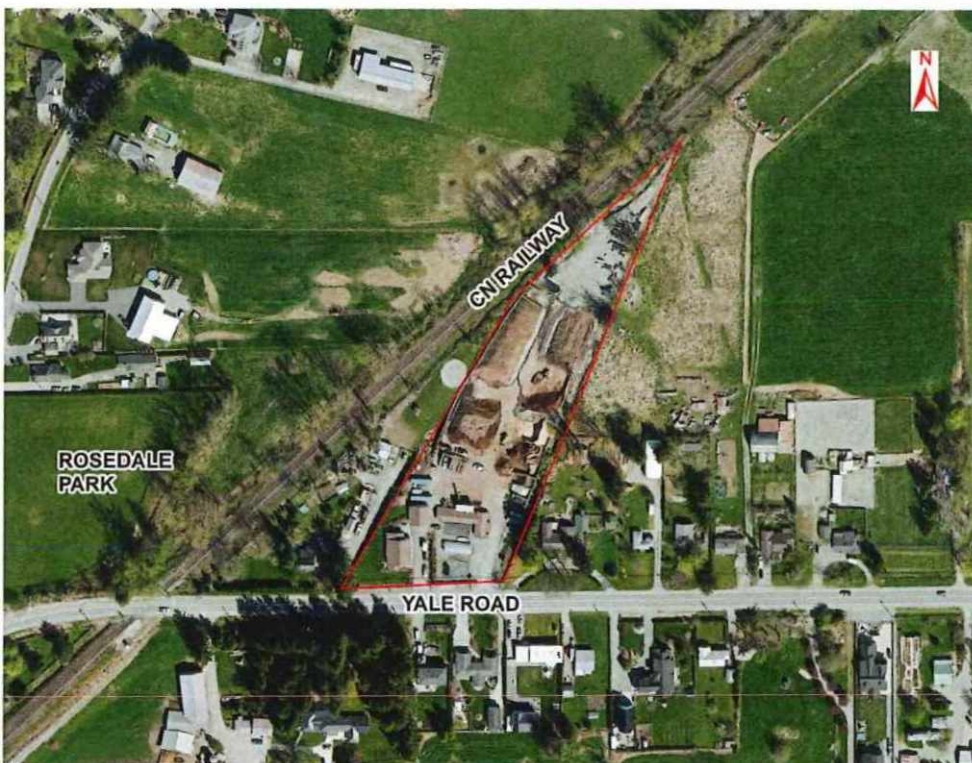
ATTACHMENTS:

- Accompanying Report Prepared OTG Developments Ltd. – October 20, 2023
- Agricultural Land Reserve Non-Farm Use Application ALR00419 - Not Submitted to ALC yet
- Accompanying Report Prepared by Statlu Environmental Consultants – April 18, 2017
- ALC Resolution #345 / 2018

Location Map





Ortho Map



Proposed Site Plan (as submitted by the applicant)



LEGEND	
	Current Soil Mixing Area (3,800m ² / 0.38ha)
	Current Nursery Area (9,100m ² / 0.91ha)
Remaining area is residential use and internal driveways (2,100m ² / 0.21ha)	

Attachment A
Accompanying Report Prepared OTG Developments Ltd.

20 October 2023

Our File No. 23-350

Agricultural Land Commission (ALC)
Planning & Development Services
201 – 4940 Canada Way
Burnaby B.C.
V5G 4K6

Re: 51665 Yale Road – Non-Farm Use Application

Please accept this letter as a supplement to the proposed Non-Farm Use application for the property located at 51665 Yale Road, Rosedale, within the City of Chilliwack (the "Subject Property"). This application is in response to the expiration of a previously approved Non-Farm Use application for the operation of a soils, landscaping, and nursery business within the Subject Property.

Description of Land

51665 Yale Road is located in the Rosedale neighbourhood and the Subject Property, and all surrounding properties, are located within the Agricultural Lowland (AL) Zone and designated Agricultural within the City's Official Community Plan (OCP). The Subject Property is located within the Agricultural Land Reserve (ALR), thus subject to the ALC Act and Regulations, and is classified as a "Farm" under the



Figure 1 Location Map

+++

"A plan without action is a dream,
an action without a plan is a nightmare."





B.C. Assessment Tax Classification system.

While several existing farming operations exist in the local area, surrounding land uses are predominantly residential with the majority of adjacent properties having an area of less than 0.4ha (1ac).

The Subject Property is located within the protected floodplain and therefore any new construction will be subject to the Floodplain Regulation Bylaw. There are no known watercourses on the property and the land is not affected by any known geotechnical hazards.

The property owners have owned the property since 1986 and have operated the soil mixing business since then (37 years). All the infrastructure for the business is located onsite, including a paved yard, secure fencing with gate, soil mixing equipment, lock-block bays to store the soil components, and existing outbuildings. The location on Yale Road provides easy access for trucks as Yale Road is a designated "truck route" with direct access to Highway 1.

BACKGROUND

To bring the Subject Property into compliance with ALR regulations, a previous Non-Farm Use application was submitted to the ALC in 2018 for the existing operation of a soils, landscaping, and nursery business on the site. The non-farm use application was approved under Resolution #345 / 2018.

A subsequent Temporary Use Permit (TUP00137) to support the use was approved by the City of Chilliwack in 2019 and renewed February of 2022 for a further 3 years.

The ALC approval (Resolution #345/2018) was subject to the following conditions:

- The use cannot expand beyond its existing footprint. The existing areas were described as follows:
 - Approximately 0.8ha (8,000m²) of the property is used for the soils portion of the business.
 - A nursery operation (Bridal Falls Peat) occupies an area of approximately 0.43ha (4,300m²).
 - 2,000m² retail floor area.
- The soil mixing operation is to be maintained in a manner that prevents the escape of organic materials and leachate from the facility in order to prevent negative impacts to the adjacent ALR lands;
- Approval is granted for the sole benefit of the application and is not transferable;
- Upon sale of the property, a new “Non-Farm Use” application is required; and,
- The submission of a “Non-Farm Use” application is required 5 years after the ALC’s approval date.

The approved Temporary Use Permit (TUP00137) from the City of Chilliwack has the following conditions:

- The business use of the land shall be specific to the operation of a soils, landscaping, and nursery business within the subject property.
 - The applicant shall provide the details of the leachate management system and a perimeter drainage plan to the City within 2 months of the issuance of the permit.
-

- The business shall only operate from Monday to Saturday within the hours of 7:00 am to 4:00 pm.
- A City of Chilliwack Business License is required for the soils, landscaping and nursery business.

The current business activity on site has been confirmed to remain compliant with all the above conditions.

PROPOSAL

The Non-Farm Use (NFU) application is seeking approval for the continued operation of the soil mixing and sale operation, which currently utilizes approximately 0.38ha of the site. The soil mixing and sales aspect of the business has proven to be a viable component of the operation and the owners therefore wish to continue current operations for the foreseeable future.

On average per year, approximately 11,000 cubic metres of material is mixed and sold; this has been reduced by approximately 30% from the previous volumes as permitted by the previous original NFU approval. The 11,000m³ of material is comprised of the following: 55% is organic blended soil, 5% bark, and 40% bark with modifications for greenhouses, propagators, and nurseries. 5% of the bark is used for the nursery operation taking place on the Subject Property.

The property contains a propagation greenhouse (20ft x 50ft) which will continue to be used for the production of 100% of the seedlings used to grow plants sold in 5 gallon pots. Currently, there are approximately 1,000 plants at various stages of growth, covering approximately 0.91ha for the nursery operation. *Figure 2* below provides a Site Plan outlining the areas of the current operation.

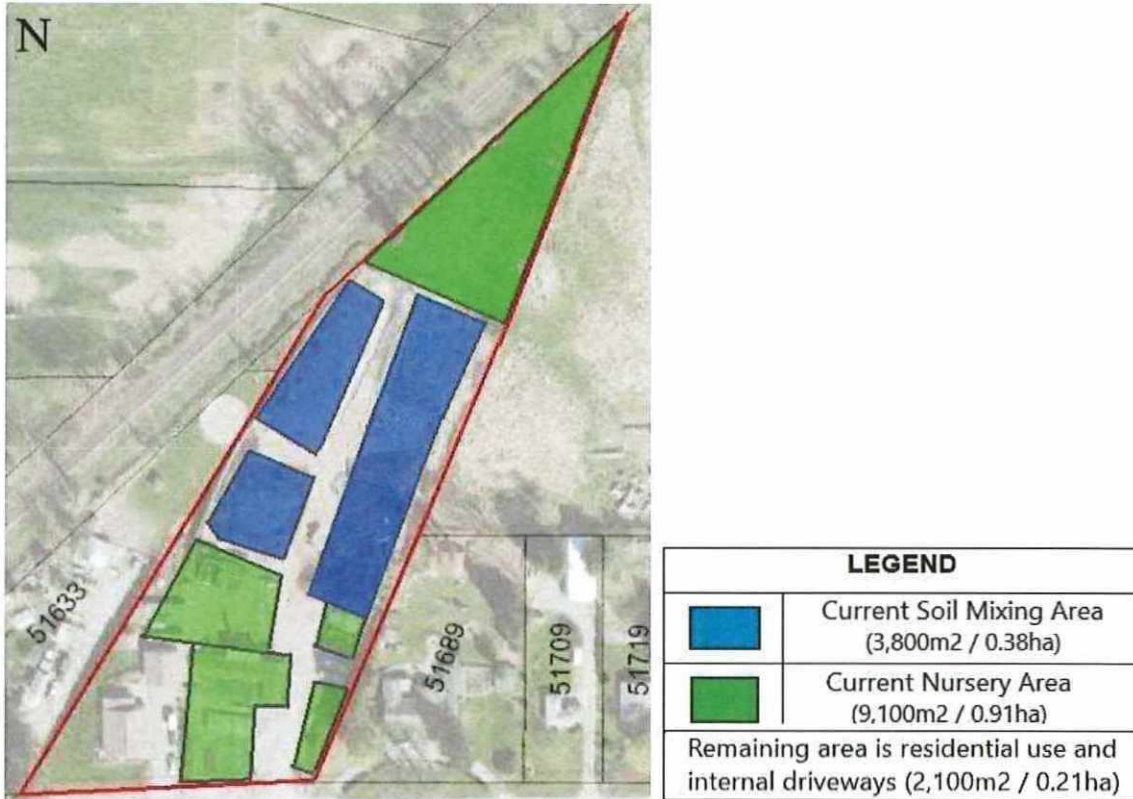


Figure 2 Site Plan

RATIONALE

The ALC determined the previous application to be supportable on the grounds of the benefit to agriculture. The ALC found that the soil mixing business supported the agricultural use of both the Subject Property and the larger agricultural community through the provision of soil mixtures produced onsite, and therefore the panel was amenable to authorizing its continued use. No increase to the soil mixing area is being proposed from the previous Non-Farm Use approval.



As a condition of the ALC's 2018 approval, the Executive Committee considered that, in order to ensure the soil mixing operation continued to be in support of agriculture, a time limit on the Non-Farm Use approval would be established. The Executive Committee found that an approval period of five years was appropriate. As demonstrated in the proposal section above, the existing landscaping, soils and nursery business continues to be tied with agriculturally based activities both in the community and on the Subject Property itself.

The current operation is also deemed to be a compatible land use with surrounding properties. The recommended conditions within the approved TUP permit, in conjunction with the conditions of the ALC's "Non-Farm Use" approval, ensures that the operation of the business has minimal impact on surrounding agricultural activities. It is understood that the City has not received any complaints from adjacent properties owners since the issuance of the Non-Farm Use and TUP approvals with respect to the existing business.

The ALC panel stipulated that any leachate management systems be operated and maintained by the property owner so as to prevent any negative impacts to adjacent ALR land. The current leachate from the soil mixing operation is managed with a three-section drainage trap system consisting of an eight foot deep trap that flows to a three foot deep trap that then flows to a two foot deep trap, at which point the water is uncontaminated.

In closing, it is considered that the owners have clearly demonstrated that their established soil mixing business continues to support a viable nursery on site while also providing a quality product for a variety of other local agricultural business. The owners have also demonstrated that all conditions as stipulated by the ALC and City of Chilliwack have been met and their business operations result in minimal impact of on adjacent land uses.



Application Submission

Please find included with this application package the following items:

- Letter of Agency;
- Title Search; and,
- Site Plan.

Thank you for your time and consideration. If you have any questions or concerns, please do not hesitate to contact the undersigned.

Regards,

A handwritten signature in black ink, appearing to read 'Shannon Webb', with a horizontal line underneath.

Shannon Webb
Senior Development Planner
P: 250 686 5793
E: shannon@otgdevelopments.com

Attachment B
Agricultural Land Reserve Non-Farm Use Application ALR00419



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 69386

Application Status: Under LG Review

Applicant: Clara Knoke , Clinton Knoke

Agent: OTG Developments Ltd.

Local Government: City of Chilliwack

Local Government Date of Receipt: 10/20/2023

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Non-Farm Use

Proposal: The purpose of the proposal is to extend the non-farm use of the soil mixing operation on the subject property that was previously approved for a 5 year time duration. The soil mixing volume and sales have not increased since the original application (ID56397). The subject property currently has an active Temporary Use Permit (TUP) for the soil operation issued by the City of Chilliwack which is currently still valid.

Agent Information

Agent : OTG Developments Ltd.

Mailing Address :

201 - 45269 Keith Wilson Road

Chilliwack, BC

V2R 5S1

Canada

Primary Phone : (250) 686-5793

Email : shannon@otgdevelopments.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

Parcel Identifier : 000-928-119

Legal Description : PARCEL "B" (REFERENCE PLAN 4235) NORTH WEST QUARTER SECTION 5 TOWNSHIP 30 AND SECTION 1 TOWNSHIP 3 RANGE 29 WEST OF THE SIXTH MERIDIAN NEW WESTMINSTER DISTRICT

Parcel Area : 1.5 ha

Civic Address : 51665 Yale Road East, Rosedale, BC V0X 1X1

Date of Purchase : 09/02/1986

Farm Classification : Yes

Owners

1. **Name :** Clara Knoke

Address :

Applicant: Clara Knoke , Clinton Knoke

51665 Yale Road
chilliwack , BC
V0X 1X0
Canada

2. **Name :** Clinton Knoke

Address :
51665 Yale Road
Chilliwack, BC
V0X 1X0
Canada

Ownership or Interest in Other Lands Within This Community

1. **Ownership Type :** Fee Simple
Parcel Identifier : 006-787-002
Owner with Parcel Interest : Clara Knoke
Parcel Area : 2 ha
Land Use Type : Agricultural/Farm
Interest Type : Partial Ownership
-

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

On average per year, approximately 11,000 cubic metres of material is mixed and sold. The 11,000m³ of material is comprised of the following. 55% is organic blended soil, 5% bark, and 40% bark with modifications for greenhouses, propagators, and nurseries. 5% of the bark is used for the nursery operation taking place on the Subject Property

The property contains a propagation greenhouse (20ft x 50ft) which will continue to be used for the production of 100% of the seedlings used to grow plants sold in 5 gallon pots. Currently, there are approximately 1,000 plants at various stages of growth, covering approximately 0.91ha for the nursery operation

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

A Greenhouse (20ft x 50ft) built in 2015. It has an automated watering system and automated vents. The nursery stock is watered by an automated aerial sprinkler system. The nursery stock areas have been built with a base of gravel and landscape fabric. Further a leachate system in the northeastern portion of the site has been installed and maintained.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Currently, there is a single-family house and detached garage located on the property. The residential use on the subject property occupies 2,100m² (0.2ha).

Applicant: Clara Knoke , Clinton Knoke

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm
Specify Activity : Livestock and crops

East

Land Use Type: Residential
Specify Activity : Single-family dwelling

South

Land Use Type: Agricultural/Farm
Specify Activity : Poultry and Pasture

West

Land Use Type: Residential
Specify Activity : Single-family dwelling

Proposal

1. How many hectares are proposed for non-farm use?

0.38 ha

2. What is the purpose of the proposal?

The purpose of the proposal is to extend the non-farm use of the soil mixing operation on the subject property that was previously approved for a 5 year time duration. The soil mixing volume and sales have not increased since the original application (ID56397). The subject property currently has an active Temporary Use Permit (TUP) for the soil operation issued by the City of Chilliwack which is currently still valid

3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.

The clients have owned this property since 1986 and have operated a soil mixing business since that time. All infrastructure for the business is contained onsite, including a paved yard, secure fencing with a gate, soil mixing equipment, lock-block bays to store the soil components, and existing outbuildings.

4. Does the proposal support agriculture in the short or long term? Please explain.

The soil mixing operation on the subject property supports the nursery operation on the site itself as well as providing material to local farms, homeowners, and local governments.

5. Do you need to import any fill to construct or conduct the proposed Non-farm use?

No

Applicant Attachments

- Agent Agreement - OTG Developments Ltd.
- Proposal Sketch - 69386

Applicant: Clara Knoke , Clinton Knoke

- Other correspondence or file information - Cover Report
- Certificate of Title - 000-928-119

ALC Attachments

None

Decisions

None.

Attachment C
Accompanying Report Prepared by Statlu Environmental Consultants



April 18, 2017

Daniel and Clara Knoke
51665 Yale Road
Chilliwack, BC V0X 1X1

Dear Mr. and Mrs. Knoke

Re: Non-Farm Use Application for Soil Mixing in the ALR

Introduction

Two businesses operate at 51665 Yale Road, Chilliwack, BC. The first business is a soil mixing business operating under the name Dan Knoke Trucking and the second is a nursery, operating under the name Bridal Falls Peat. The business uses are not compliant with the *Agricultural Land Commission Act* and applicable regulations or the City of Chilliwack's Zoning Bylaw.

The owners of both the property and the businesses wish to gain permission from the Agricultural Land Commission for the non-farm use soil mixing operation, and then will seek a temporary use permit from the City of Chilliwack to allow them to continue operating their soil mixing and nursery businesses on the property.

Property Description

The property is 3.65 acres (1.5 ha) at 51665 Yale Road, Chilliwack BC. The PID is 000-928-119. It is in the AL Zone according to the Zoning Bylaw 2001, No. 2800 and is marked as AG in the Official Community Plan (OCP).

Property Uses

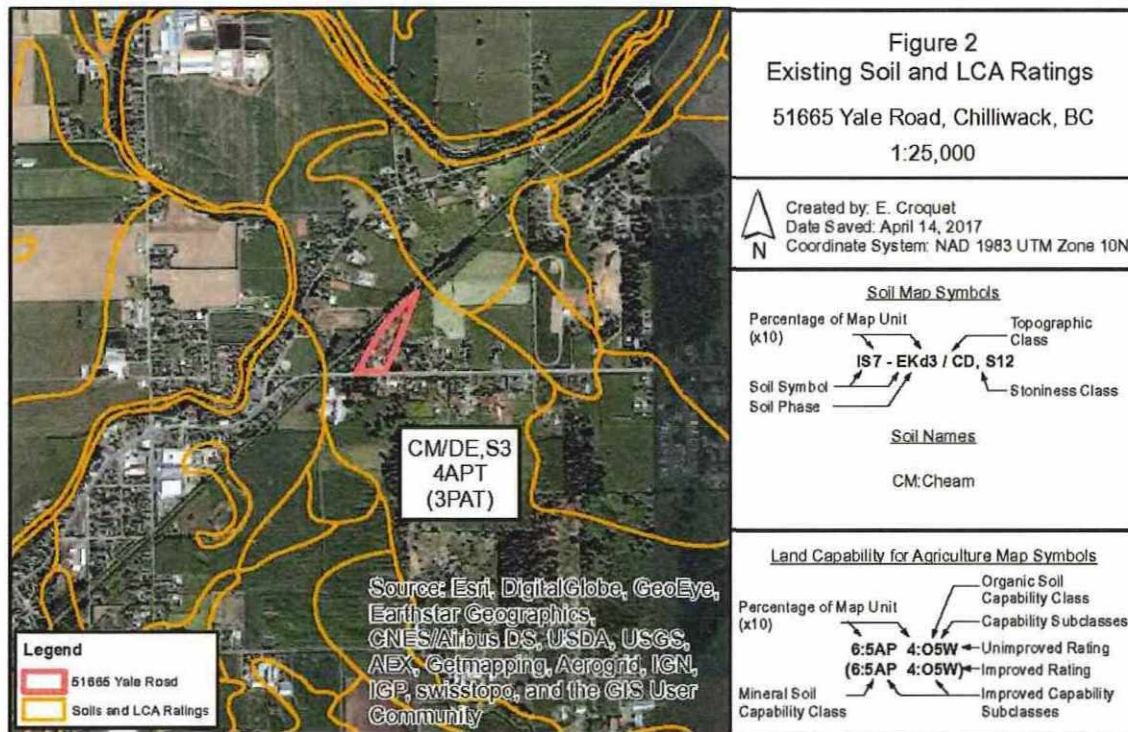
Despite its small size, the property has several uses (Table 1 and attached Figure 1). Most of the property is used for the residence, setbacks from the property line, and roadways. The gross retail area is 2,850 m² (30,666 sq ft) which includes 850 m² occupied by the greenhouse and areas on the south side of the property used to set potted plants. The net retail area is 2,000 m².

Table 1: Summary of Land Use

Land Use	Area (m ²)	Area (square feet)
Nursery	4,347	46,791
Potting, storage, plant set out, greenhouse		
Soil mixing	3,832	41,247
Soil ingredient storage, equipment storage		
Other uses	6,837	73,593
Residence, roadways, setbacks		
Total Area (calculated from GIS)	15,016	161,631

Soils and LCA Ratings

Since the property is nearly fully occupied by the soil mixing and nursery businesses, it is not possible to complete a site-specific soil survey. The most recent soil survey indicates that the property lies on a landslide deposit. The soils are mapped as the Cheam series (Figure 2), an Orthic Humo-Ferric Podzol developed from a thick, coarse-textured (rubbly) colluvial deposit. The soil texture ranges from gravelly sandy loam to gravelly loamy sand with more than 50% coarse fragment content. The coarse fragments are angular stones, cobbles, and boulders, typical of landslide deposits.



The Land Capability for Agriculture (LCA) rating for the property is Class 4 with aridity, stoniness and topographic limitations that can be improved to Class 3 with stoniness, aridity, and topographic limitations, if irrigated.

The soils are poorly suited to arable agriculture because of their high coarse fragment content, although they can be developed for pasture, where the topography is favourable.

Agricultural Effects of Operation

The nursery operation is an accepted agricultural use and is an accepted use on land that is both within the ALR and zoned AL in Chilliwack. The use in question is the soil mixing operation. The soil mix uses several ingredients, including spent mushroom manure, sand, sawdust, and bark mulch, in a trade secret recipe to make soil amendments used off-site. All the ingredients in the soil mix are imported and stored on-site until mixed. The soil is mixed to order and is not mixed in advance.

The main agricultural effect of soil mixing is the loss of the area it occupies for acceptable agricultural uses. Since the area is small and the in-situ soil is poorly suited for agriculture, the negative effect on agriculture is small. Other negative effects are nuisances such as truck traffic accessing the site, noise, dust, and odour. The positive effects are production of soil amendments used in other agricultural sites and for the nursery operation. I understand that the soil mix is used by several nearby commercial nurseries, in addition to the nursery in operation on the property.

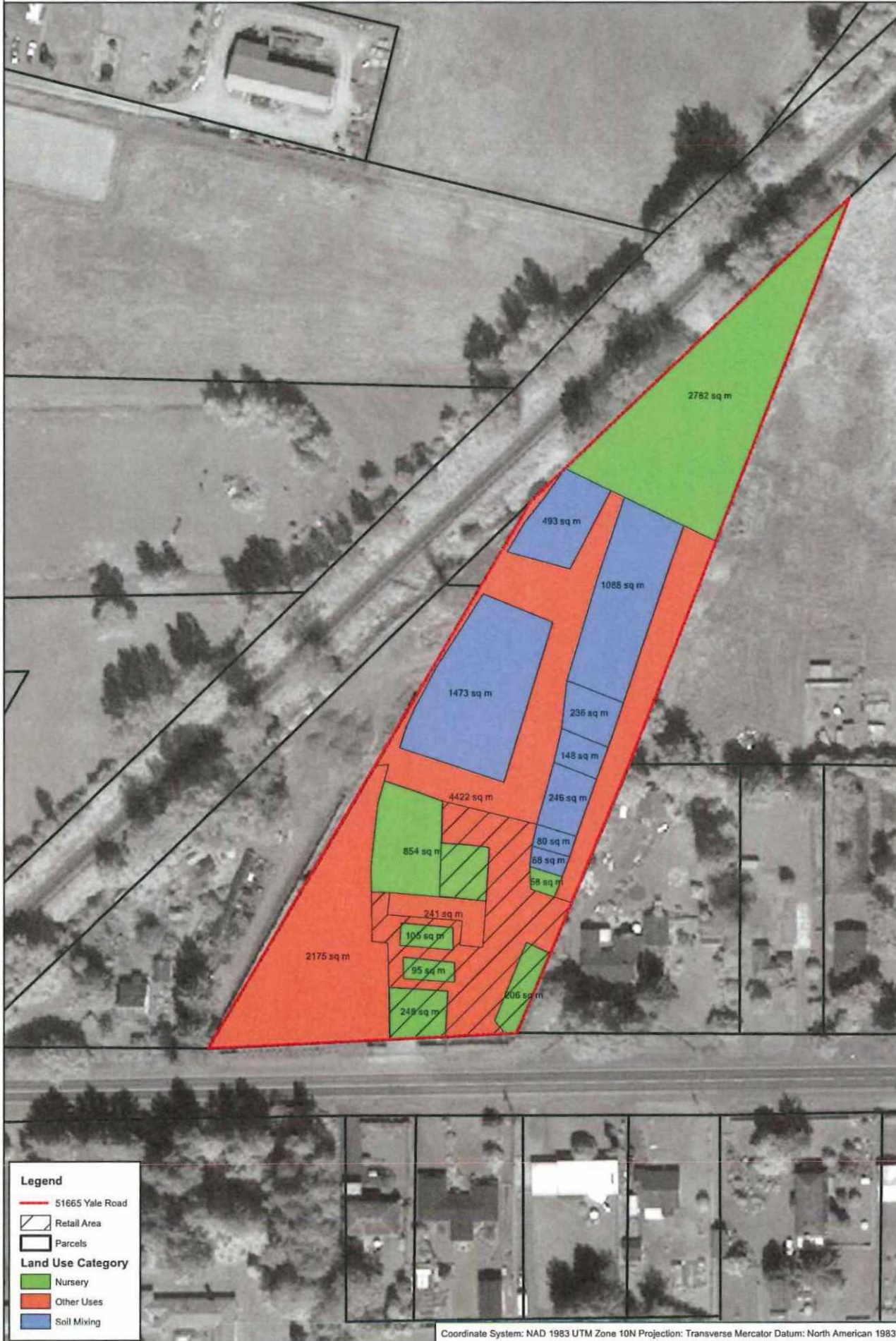
Yours truly,

Prepared by:

Statlu Environmental Consulting Ltd.



Eryne Croquet, M. Sc., P. Ag., P. Geo.
Agrologist and Geoscientist



Attachment D
ALC Resolution #345 / 2018



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

October 24, 2018

ALC File: 56397

Clara Knoke
DELIVERED ELECTRONICALLY

Dear Mr. and Mrs. Knoke:

Re: Application 56397 to to conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Executive Committee for the above noted application (Resolution #345/2018). As agent, it is your responsibility to notify the applicant accordingly.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to Shawna Wilson at (ALC.SouthCoast@gov.bc.ca).

Yours truly,

A handwritten signature in black ink that reads 'Shawna Wilson'. The signature is written in a cursive, flowing style.

Shawna Wilson, Land Use Planner

Enclosures: Reasons for Decision (Resolution #345/2018)
Schedule A: Decision Map
Schedule B: Reasons for decision of the South Coast Panel, Resolution
#182/2018
Schedule C: August 1, 2018 Chair Referral of Resolution #182/2018 to the
Executive Committee

cc: City of Chilliwack (File: ALR00303) Attention: Gillian Villeneuve



AGRICULTURAL LAND COMMISSION FILE 56397

**RECONSIDERATION OF ORIGINAL APPLICATION
REASONS FOR DECISION OF THE EXECUTIVE COMMITTEE**

Non-Farm Use application submitted under s. 20(3) of the *Agricultural Land Commission Act*

Applicants:

Dan Knoke
Clara Knoke

Agent:

Clara Knoke

Property:

Parcel Identifier: 000-928-119
Legal Description: Parcel "B" (Reference Plan 4235) North West Quarter Section 5, Township 30, and Section 1, Township 3, Range 29, West of the Sixth Meridian, New Westminster District
Civic: 51665 Yale Road, Chilliwack, BC
Area: 1.5 ha

Executive Committee:

Jennifer Dyson, Chair
William Zylmans, South Coast Panel
Richard Mumford, Interior Panel
Linda Michaluk, Island Panel
David Zehnder, Kootenay Panel
Dave Merz, North Panel
Gerald Zimmerman, Okanagan Panel



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA). The Property is located within Zone 1 as defined in s. 4.2 of the ALCA.
- [2] Pursuant to s. 20(3) of the ALCA the Applicants applied to the Agricultural Land Commission (the "Commission") to authorize an existing soil mixing business on the Property (the "Proposal"). The approximate area of the non-farm use is 0.38 ha (the "Proposal Area").
- [3] By Resolution #182/2018, dated June 12, 2018, the South Coast Panel approved the Proposal (the "Original Decision").
- [4] On August 1, 2018, the Original Decision was referred by the Chair to the Executive Committee of the Commission under s. 33.1 of the *ALCA*.
- [5] The issue the Executive Committee considered is whether the existing non-farm use supports agriculture.
- [6] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are:
- (a) to preserve agricultural land,
 - (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD

- [7] The Executive Committee considered the following evidence:



1. The Proposal along with related documentation from the Applicants, Agent, local government, and Commission, collectively referred to as the "Application";
2. The Site Visit Report;
3. The Original Decision; and
4. The Chair Referral of the Original Decision to the Executive Committee, dated August 1, 2018

EVIDENCE AND FINDINGS

Issue: Whether the existing non-farm use supports agriculture

[8] The Executive Committee confirms the reasons of the South Coast Panel in the Original Decision. However, the Executive Committee considers that, in order to ensure the soil mixing operation continues to be in support of agriculture, a time limit on the non-farm use approval should be established. The Executive Committee finds that an approval period of five years is appropriate to ensure the non-farm use supports the agricultural use of the Property and the larger agricultural community. In this regard, the Applicants are required to submit a non-farm use application for the soil mixing operation on the five year anniversary of this approval.

DECISION

- [9] For the reasons given above, the Executive Committee confirms Resolution #182/2018 but amends the conditions of approval by including the following:
- g. the submission of a non-farm use application upon the five year anniversary of the release of this decision (October 24, 2023) to ensure the continued use of the Property in support of agriculture.
- [10] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment



Reasons for Decision of the Executive Committee
Reconsideration of Resolution #182/2018, Application 56397

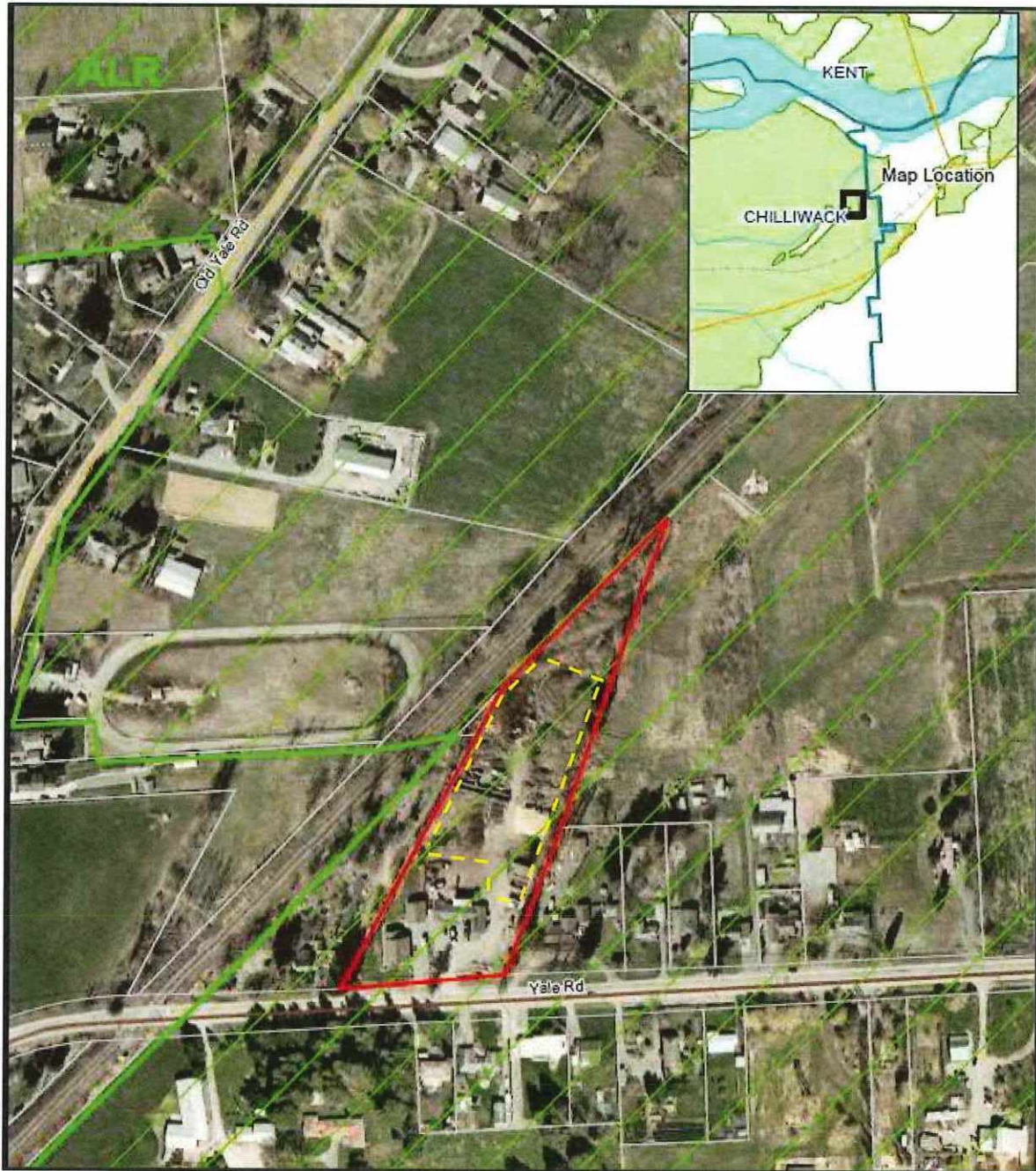
[11] A decision of the Executive Committee is a decision of the Commission pursuant to s. 10(3) of the *Agricultural Land Commission Act*.



[12] This decision is recorded as Resolution #345/2018 and is released on October 24, 2018.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Jennifer Dyson, Chair

On behalf of the Executive Committee



	Conditionally Approved Soil Mixing Operation (0.38 ha)
	The Property



Schedule B

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

June 12, 2018

ALC File: 56397

Clara Knoke
DELIVERED ELECTRONICALLY

Dear Mrs. Knoke:

Re: Application 56397 conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the South Coast Panel for the above noted application (Resolution #182/2018). As agent, it is your responsibility to notify the applicant accordingly.

Review of Decisions by the Chair

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the Commission) has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to Shawna Wilson at (Shawna.Mary.Wilson@gov.bc.ca).

Yours truly,

A handwritten signature in cursive script that reads 'Shawna Wilson'.

Shawna Wilson, Land Use Planner

Enclosures: Reasons for Decision (Resolution #182/2018)
Schedule A: Decision Map

cc: City of Chilliwack (File: ALR00303) Attention: Gillian Villeneuve



AGRICULTURAL LAND COMMISSION FILE 56397
REASONS FOR DECISION OF THE SOUTH COAST PANEL

Non-Farm Use Application Submitted Under s. 20(3) of the *Agricultural Land Commission Act*

Applicants: Dan Knoke
Clara Knoke

Agent: Clara Knoke

Property: Parcel Identifier: 000-928-119
Legal Description: Parcel "B" (Reference Plan 4235) North West Quarter Section 5, Township 30, and Section 1, Township 3, Range 29, West of the Sixth Meridian, New Westminster District
Civic: 51665 Yale Road, Chilliwack, BC
Area: 1.5 ha

Panel: William Zylmans, South Coast Panel Chair
Ione Smith
Satwinder Bains



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (the ALCA). The Property is located within Zone 1 as defined in s. 4.2 of the ALCA.
- [2] Pursuant to s. 20(3) of the ALCA, the Applicants are applying to the Agricultural Land Commission (the "Commission") to authorize an existing non-farm use soil mixing business on the Property (the "Proposal"). The approximate area of the non-farm use is 0.38 ha (the "Proposal Area").
- [3] The issue the Panel considered is whether the existing non-farm use supports agriculture
- [4] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are
- (a) to preserve agricultural land;
 - (b) to encourage farming on agricultural land in collaboration with other communities of interest, and
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD

- [5] The Proposal along with related documentation from the Applicants, Agent, local government, and the Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.
- [6] On March 6, 2018, in accordance with the *ALC Policy Regarding Site Visits in Applications*, the Panel conducted a walk-around site visit (the "Site Visit"). A site visit report was prepared in accordance with the *Policy Regarding Site Visits in Applications*.



The site visit report was certified as accurately reflecting the observations and discussions of the Site Visit by the Agent on April 9, 2018 (the "Site Visit Report").

EVIDENCE AND FINDINGS

[7] The Application submits that the Property is used for the following uses:

- a 0.38 ha soil mixing operation, including soil ingredient storage, equipment storage, and leachate system, operating under the business name Dan Knoke Trucking,
- a 0.43 ha nursery operation, including potting, storage, plant set out, and greenhouse, operating under the business name Bridal Falls Peat; and,
- a 0.68 ha residential, driveway, and setback area

[8] The Application submits that, in 2016, approximately 16,000 cubic metres of soil mixed on the Property was for off-site sales. Of the soil sold, more than half consisted of a greenhouse mix sold to other nurseries, including the Agassiz Agricultural Research Station and the remaining soil consisted of a topsoil mix that was sold to homeowners, landscapers, retail outlets and local governments. In 2017, approximately 16,759 cubic metres of soil and bark was mixed on the Property.

[9] The Application submits that in 2016, 300 cubic metres of the soil mixed on the Property was used for nursery stock located on the Property and an additional nursery operation located on a property owned by the Applicants, 9850 Banford Road, Chilliwack (the "Banford Property"), located in the ALR. This equates to approximately 5% of the soil mixed on the Property.

[10] In addition to requesting authorization of the existing soil mixing business, the Applicants also propose to expand the nursery operation on the Property by an additional 300,000 plants which does not require an application to the Commission. The Application submits that additional soil will need to be made in order to accommodate the expansion of the nursery operation. An estimated 2,500 cubic metres above the current amount being produced for nursery operations is required. The Panel finds that the continued operation of the soil mixing business will support the expansion of the nursery operations.



[11] The Panel finds that the soil mixing business supports the agricultural use of the Property and the Banford Property, in addition to the larger agricultural community through the provision of soil mixtures produced on the Property and therefore the Panel is amenable to authorizing its continued use.

[12] The Applicants submit that leachate from the soil mixing operation is managed with a three section drainage trap system consisting of an eight foot deep trap that flows to a three foot deep trap that then flows to a two foot deep trap, at which point the water is clean. The leachate system is located on the north eastern portion of the Property. The Panel requires that this leachate management system continue to be operated and maintained by the Applicants so as to prevent negative impacts to adjacent ALR lands that may result from the non-farm use.

DECISION

[13] For the reasons given above, the Panel approves the Proposal to authorize an existing soil mixing business on the Property subject to the following conditions.

- a. siting of the non-farm use in accordance with Schedule A;
- b. the non-farm use cannot expand beyond its existing footprint (approximately 0.38 ha) as outlined in Schedule A;
- c. the soil mixing operation to be maintained in a manner that prevents the escape of organic materials and leachate from the facility in order to prevent negative impacts to adjacent ALR lands;
- d. approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable;
- e. upon sale of the Property or transfer of Property ownership, a new non-farm use application for the soil mixing business must be submitted to the Commission, and
- f. the registration of a covenant outlining condition e. above.

[14] The decision will also be referred to the Ministry of Environment for compliance with the *Environmental Management Act*. The Panel advises that this decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts,



regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment

[15] These are the unanimous reasons of the Panel

[16] A decision of the Panel is a decision of the Commission pursuant to s 11.1(5) of the ALCA

[17] Resolution #182/2018

Released on June 12, 2018

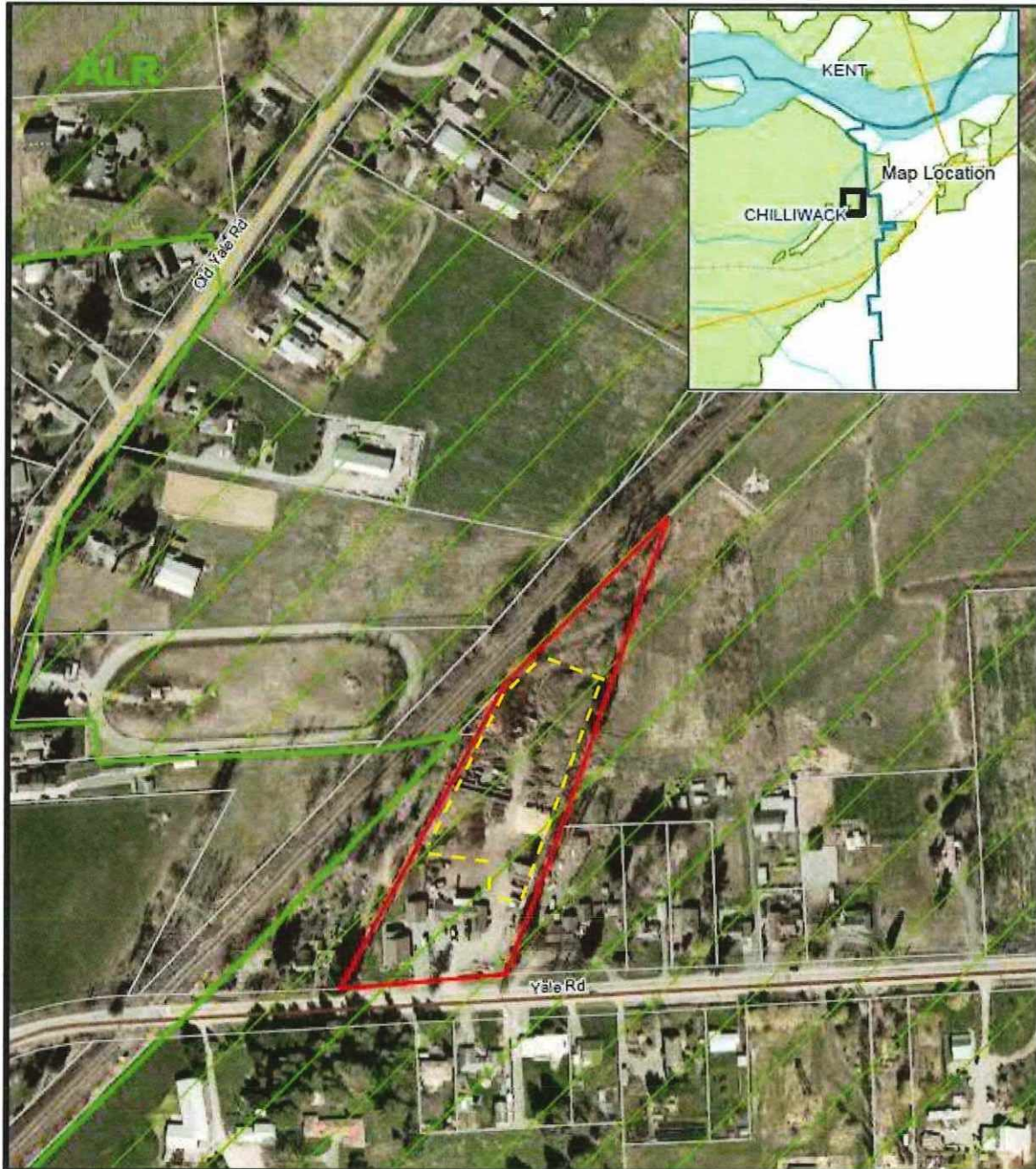
A handwritten signature in black ink, appearing to read 'W. J. Zylmans', with a long horizontal flourish extending to the right.



William Zylmans, Panel Chair

On behalf of the South Coast Panel



Schedule A: Agricultural Land Commission Decision Map
ALC File 56397 (Knoke)
Conditionally Approved Non-Farm Use
ALC Resolution #182/2018



	Conditionally Approved Soil Mixing Operation (0.38 ha)
	The Property



Schedule C

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel 604 660-7000
Fax 604 660-7033
www.alc.gov.bc.ca

August 1, 2018

ALC File. 56397

To. Executive Committee Members
Provincial Agricultural Land Commission

Whereas:

1. I, Jennifer Dyson, Chair of the Provincial Agricultural Land Commission (the "Commission") have reviewed the *Reasons for Decision of the South Coast Panel*, recorded as Resolution #182/2018 and released on June 12, 2018 ("the Decision") A copy of the Decision is attached.
2. Section 33 1 of the *Agricultural Land Commission Act* (the "ALCA") states:

Reconsideration of decisions of panel

- 33 1(1) The chair of the commission may, in writing, direct the executive committee to reconsider a decision made by a panel established under section 11(1) respecting an application or other matter allocated to the panel by the chair of the commission, including a panel's reconsideration of a decision under section 33 (1), if
- (a) the chair considers that the decision
 - (i) may not fulfill the purposes of the commission as set out in section 6, or
 - (ii) does not adequately take into consideration the considerations set out in section 4 3, if applicable, and
 - (b) the chair makes the direction to the executive committee within 60 days of the decision being made.
- (2) If the chair of the commission directs the executive committee to reconsider a decision under subsection (1), the chair must give notice of the reconsideration to any person that the chair considers is affected by the reconsideration.
 - (3) If the chair of the commission directs the executive committee to reconsider a decision under subsection (1), the executive committee must confirm, reverse or vary the decision.
 - (4) For the purposes of subsection (3), the executive committee has all the powers, duties and functions of the commission.
 - (5) A decision by the executive committee under subsection (3) is for all purposes a decision of the commission.

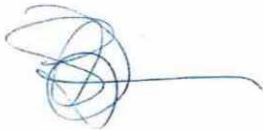
Reconsideration to Executive Committee
Re: ALC File: 56397

3. I consider that the Decision may not properly fulfill the purposes of the Commission in section 6 and does not adequately take into consideration the considerations in section 4.3, which factors apply in Zone 2; and
4. This referral to the Executive Committee under s. 33.1(1) does not represent my final conclusion on the proper outcome of the reconsideration, and determines only that this Decision is appropriate for referral to and independent consideration by the Executive Committee, with each Executive Committee member being responsible for exercising their independent judgment as part of the Executive Committee as a decision-making body after deliberation, discussion and consideration of all the information, evidence and submissions.

Therefore I direct as follows:

1. That the Decision is referred to the Executive Committee for reconsideration.
2. That I do consider Dan Knoke and Clara Knoke ("the Applicants") to be persons entitled to notice under s. 33.1(2), and therefore direct staff to notify the Applicants of the reconsideration.
3. That staff arrange a meeting of the Executive Committee to consider the reconsideration at the first available meeting opportunity following the close of submissions.

PROVINCIAL AGRICULTURAL LAND COMMISSION



Jennifer Dyson, Chair
Provincial Agricultural Land Commission

August 1, 2018

Date

56397m1



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel 604 660-7000
Fax 604 660-7033
www.alc.gov.bc.ca

June 12, 2018

ALC File 56397

Clara Knoke
DELIVERED ELECTRONICALLY

Dear Mrs. Knoke

Re: Application 56397 conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the South Coast Panel for the above noted application (Resolution #182/2018). As agent, it is your responsibility to notify the applicant accordingly.

Review of Decisions by the Chair

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the Commission) has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to Shawna Wilson at (Shawna.Mary.Wilson@gov.bc.ca).

Yours truly,

A handwritten signature in black ink that reads "Shawna Wilson". The signature is written in a cursive, flowing style.

Shawna Wilson, Land Use Planner

Enclosures: Reasons for Decision (Resolution #182/2018)
Schedule A: Decision Map

cc: City of Chilliwack (File: ALR00303) Attention: Gillian Villeneuve



AGRICULTURAL LAND COMMISSION FILE 56397
REASONS FOR DECISION OF THE SOUTH COAST PANEL

Non-Farm Use Application Submitted Under s. 20(3) of the *Agricultural Land Commission Act*

Applicants: Dan Knoke
Clara Knoke

Agent: Clara Knoke

Property: Parcel Identifier: 000-928-119
Legal Description: Parcel "B" (Reference Plan 4235) North West Quarter Section 5, Township 30, and Section 1, Township 3, Range 29, West of the Sixth Meridian, New Westminster District
Civic: 51665 Yale Road, Chilliwack, BC
Area: 1.5 ha

Panel: William Zylmans, South Coast Panel Chair
Ione Smith
Satwinder Bains



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (the ALCA). The Property is located within Zone 1 as defined in s. 4.2 of the ALCA.
- [2] Pursuant to s. 20(3) of the ALCA, the Applicants are applying to the Agricultural Land Commission (the "Commission") to authorize an existing non-farm use soil mixing business on the Property (the "Proposal"). The approximate area of the non-farm use is 0.38 ha (the "Proposal Area").
- [3] The issue the Panel considered is whether the existing non-farm use supports agriculture.
- [4] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are
- (a) to preserve agricultural land;
 - (b) to encourage farming on agricultural land in collaboration with other communities of interest, and
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD

- [5] The Proposal along with related documentation from the Applicants, Agent, local government, and the Commission is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.
- [6] On March 6, 2018, in accordance with the *ALC Policy Regarding Site Visits in Applications*, the Panel conducted a walk-around site visit (the "Site Visit"). A site visit report was prepared in accordance with the *Policy Regarding Site Visits in Applications*.



The site visit report was certified as accurately reflecting the observations and discussions of the Site Visit by the Agent on April 9, 2018 (the "Site Visit Report")

EVIDENCE AND FINDINGS

- [7] The Application submits that the Property is used for the following uses:
- a 0.38 ha soil mixing operation, including soil ingredient storage, equipment storage, and leachate system, operating under the business name Dan Knoke Trucking,
 - a 0.43 ha nursery operation, including potting, storage, plant set out, and greenhouse, operating under the business name Bridal Falls Peat, and,
 - a 0.68 ha residential, driveway, and setback area
- [8] The Application submits that, in 2016, approximately 16,000 cubic metres of soil mixed on the Property was for off-site sales. Of the soil sold, more than half consisted of a greenhouse mix sold to other nurseries, including the Agassiz Agricultural Research Station and the remaining soil consisted of a topsoil mix that was sold to homeowners, landscapers, retail outlets and local governments. In 2017, approximately 16,759 cubic metres of soil and bark was mixed on the Property.
- [9] The Application submits that in 2016, 300 cubic metres of the soil mixed on the Property was used for nursery stock located on the Property and an additional nursery operation located on a property owned by the Applicants, 9850 Banford Road, Chilliwack (the "Banford Property"), located in the ALR. This equates to approximately 5% of the soil mixed on the Property.
- [10] In addition to requesting authorization of the existing soil mixing business, the Applicants also propose to expand the nursery operation on the Property by an additional 300,000 plants which does not require an application to the Commission. The Application submits that additional soil will need to be made in order to accommodate the expansion of the nursery operation. An estimated 2,500 cubic metres above the current amount being produced for nursery operations is required. The Panel finds that the continued operation of the soil mixing business will support the expansion of the nursery operations.



[11] The Panel finds that the soil mixing business supports the agricultural use of the Property and the Banford Property, in addition to the larger agricultural community through the provision of soil mixtures produced on the Property and therefore the Panel is amenable to authorizing its continued use.

[12] The Applicants submit that leachate from the soil mixing operation is managed with a three section drainage trap system consisting of an eight foot deep trap that flows to a three foot deep trap that then flows to a two foot deep trap, at which point the water is clean. The leachate system is located on the north eastern portion of the Property. The Panel requires that this leachate management system continue to be operated and maintained by the Applicants so as to prevent negative impacts to adjacent ALR lands that may result from the non-farm use.

DECISION

[13] For the reasons given above, the Panel approves the Proposal to authorize an existing soil mixing business on the Property subject to the following conditions

- a. siting of the non-farm use in accordance with Schedule A;
- b. the non-farm use cannot expand beyond its existing footprint (approximately 0.38 ha) as outlined in Schedule A;
- c. the soil mixing operation to be maintained in a manner that prevents the escape of organic materials and leachate from the facility in order to prevent negative impacts to adjacent ALR lands;
- d. approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable;
- e. upon sale of the Property or transfer of Property ownership, a new non-farm use application for the soil mixing business must be submitted to the Commission; and
- f. the registration of a covenant outlining condition e. above.

[14] The decision will also be referred to the Ministry of Environment for compliance with the *Environmental Management Act*. The Panel advises that this decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts,



regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[15] These are the unanimous reasons of the Panel

[16] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

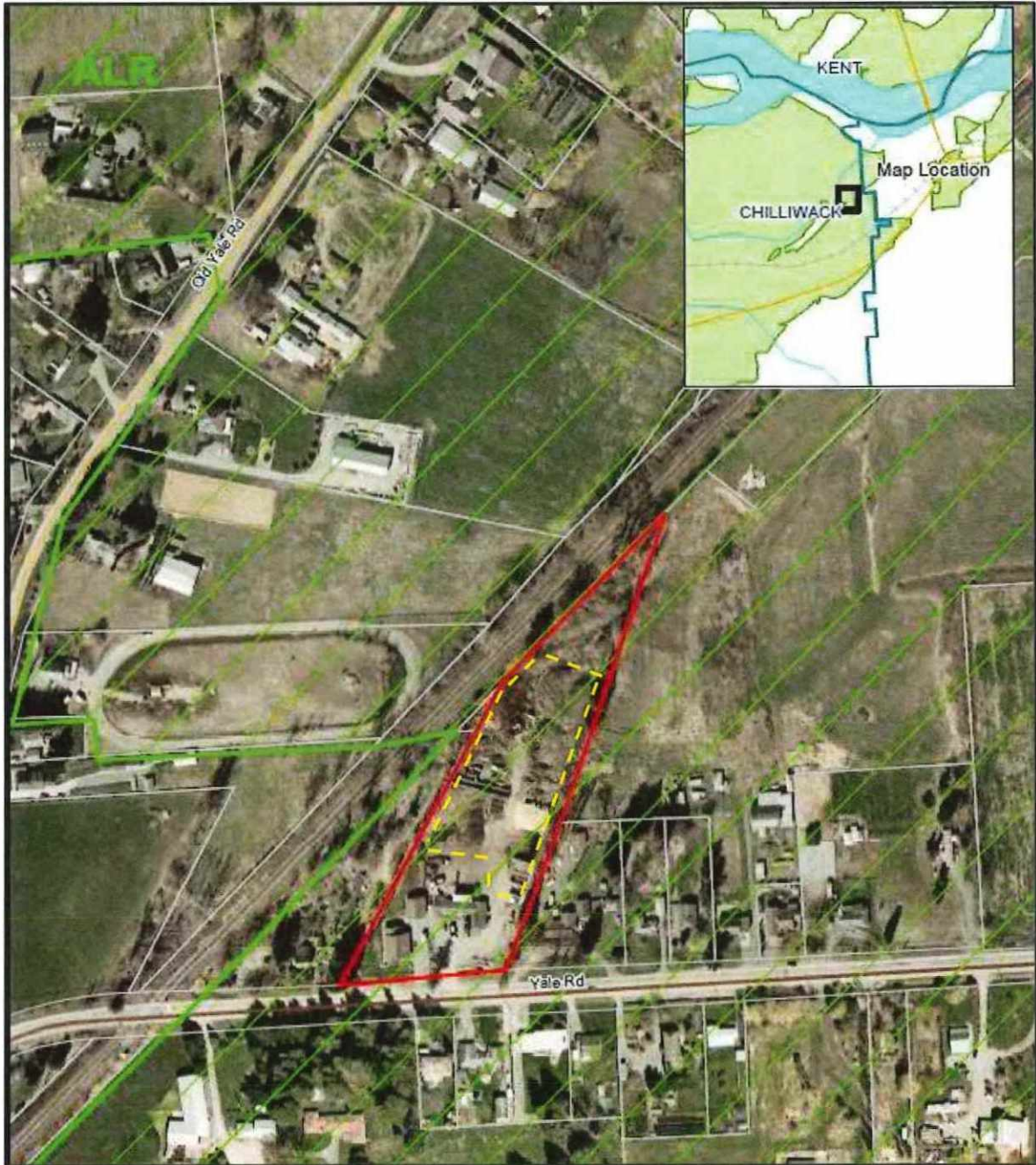
[17] Resolution #182/2018



Released on June 12, 2018

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William Zylmans, Panel Chair

On behalf of the South Coast Panel



	Conditionally Approved Soil Mixing Operation (0.38 ha)
	The Property

AGENDA ITEM NO: 7.10

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: OTG Developments Ltd.
Agricultural Land Reserve
47036 Yale Road DATE: May 13, 2024

DEPARTMENT: Planning Department
ALR00422 PREPARED BY: Joty Rai / cc

1. SUMMARY OF ISSUE:

The applicant is seeking approval for a Non-Adhering Residential Use in the Agricultural Land Reserve (ALR) to permit the construction of an accessory residential building that will result in the property as a whole exceeding the total combined floor area maximum of 500m² for residential uses within the ALR.

2. RECOMMENDATION:

Recommendation that application ALR00422 for a Non-Adhering Residential Use within the Agricultural Land Reserve (ALR), with respect to property located at 47036 Yale Road, be forwarded to the Agricultural Land Commission "with support".



for Gillian Villeneuve
Director of Planning

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON AGRICULTURAL LAND RESERVE APPLICATION ALR00422

PREPARED BY: Joty Rai DATE: May 13, 2024
POSITION: Planner I DEPARTMENT: Planning Department

1. SUMMARY OF ISSUE:

The applicant is seeking approval for a Non-Adhering Residential Use in the Agricultural Land Reserve (ALR) to permit the construction of an accessory residential building that will result in the property as a whole exceeding the total combined floor area maximum of 500m² for residential uses within the ALR.

2. BACKGROUND:

The subject property is located within the ALR and does not qualify for an exception from the ALR Use Regulations under the Agricultural Land Commission (ALC) Act as the property was created through subdivision in 1997. As such, as per the ALC Act, the property is subject to a limit of 500m² for the total floor area of a principal residence. To provide guidance and clarification on implementation of the ALC Act and Regulations, the ALC released an information bulletin which states that ancillary residential structures cannot be used to circumvent the size limits on residences and that residential uses are to be wholly contained within a principal or additional residence. Therefore, the floor areas of detached accessory residential buildings are considered to count towards the total floor area limit. The bulletin also clarifies that an additional 42m² of floor area is permitted for an attached garage of a principal residence or unenclosed carport only. Based on this information, and as confirmed by the ALC, the cumulative total of all residences and associated ancillary buildings must not exceed the maximum 542m² floor area limit.

The applicant submitted a Development Variance Permit (DVP) in January 2023 to vary regulations within the AL (Agricultural Lowland) Zone of the subject property for the construction of a new rural ancillary building. Through review of the DVP application, staff determined that an application for Non-Adhering Residential Use through the ALC is required to be approved prior to construction of the new building as the property contains an existing combined residential floor area of 887m², exceeding the maximum 542m² permitted by the ALC.

3. PROPOSAL:

The applicant requests approval of a Non-Adhering Residential Use application to allow for the construction of a new 148m² accessory residential building (shop), resulting in total combined residential floor area of 1035m² for the property overall. The proposed shop is intended for enclosed storage of the applicant's personal boat and trailer, personal fish processing equipment,

and other associated items. A copy of the applicant's proposal letter is attached as 'Schedule B' for information.

The subject property is approximately 0.80ha (1.99 acres) in size and contains an existing 683m² principal residence, a 177m² detached garage and a 27m² detached household greenhouse which are to be retained. The property is not actively farmed and is utilized for residential uses only.

If approved by the ALC, the following applications to the City will be required to facilitate the proposal:

- a Development Variance Permit application (which has been submitted by the applicant) to vary the following standards within the AL (Agricultural Lowland) Zone:
 - to increase the maximum permitted lot coverage for rural ancillary uses from 230m² to 353m²; and,
 - to increase the maximum permitted building height for rural ancillary uses from 6m to 7.8m
- a Development Permit 9 (Farm Home Plate) (which has been submitted by the applicant) for the siting of the proposed building.

3. FACTORS:

3.1 Zoning / 2040 OCP Designation / Land Use

Current Zoning: The property is within the AL (Agricultural Lowland) Zone.

OCP Designation: The property is designated "Agriculture".

Existing Land Uses: Single detached dwelling, ancillary building (detached garage), household greenhouse, and swimming pool. All structures are to be retained.

3.2 Technical Considerations

Floodplain: The subject property is located within the protected floodplain and is subject to the Floodplain Regulation Bylaw.

Watercourses: Yale Road East Ditch, a "Class B" watercourses with a 15m riparian setback runs along the front property line.

A "Class C" watercourse (a swale) with a 15m riparian setback runs along the east property line.

The proposed building is located outside of the riparian setbacks for both watercourses.

Geotechnical Issues: While the subject property is mapped as having “moderate” geotechnical hazard, it is not located within Development Permit (DP) Area 2 (Hillsides and Upland Areas). As such, a DP is not required; however, geotechnical review will be required at time of Building Permit.

Soil Classification: According to the ALC’s soil capability mapping, the property is composed of a variety of soils, including areas with:

- An area with 60% Class 3 soils (with excess water, undesirable soil structure and/or low perviousness, and topographical issues), having the potential to be Class 2 soils; and, 40% Class 4 soils (with excess water undesirable soil structure and/or low perviousness), having the potential to be Class 3 soils.
- An area which is 100% Class 4 soils (with excess water undesirable soil structure and/or low perviousness), having the potential to be Class 3 soils.

For reference, the ALC’s Soil Classes are outlined below:

- Class 2 lands have minor limitations that require ongoing management practices or slightly restrict the range of crops, or both.
- Class 3 lands require moderately intensive management practices or restrictions in the range of crops.
- Class 4 lands have limitations that require special management practices or severely restrict the range of crops, or both.

3.4 Neighbourhood Character

The subject property is located within an agricultural area immediately south of the Little Mountain Neighbourhood and east of Chilliwack Proper. Adjoining parcels are also zoned AL, within the ALR, and predominantly contain mid to large sized agricultural operations. Neighbouring properties across the street are smaller residential lots located within the R1-A (Urban Residential) Zone.

4. AGRICULTURAL AND RURAL ADVISORY COMMITTEE:

The Agricultural and Rural Advisory Committee (ARAC) reviewed this proposal on May 8, 2024 and made the following recommendation:

That the Agricultural and Rural Advisory Committee supports the proposed Non-Adhering Residential Use within the Agricultural Land Reserve for property located at 47036 Yale Road and recommends Council forward the application to the Agricultural Land Commission “with support”.

As part of the Committee’s rationale, it was noted that as the property is less than 2 acres and is not currently used for agricultural purposes, the proposed increase to the residential floor area does not have any impact on agricultural production within the property. Furthermore, the Committee noted that a review of the current exception criteria within the Agricultural Land Commission Act which

requires that a property must be less than 2 acres and on a separate certificate of title issued prior to December 21, 1972 to be excepted from the ALR Use Regulations may be warranted to determine if the date of parcel creation (i.e., December 21, 1972) is relevant in regards to the regulation of use on a site.

5. RECOMMENDATION AND SUBSTANTIATION:

Recommendation

Recommendation that application ALR00422 for a Non-Adhering Residential Use within the Agricultural Land Reserve (ALR), with respect to property located at 47036 Yale Road, be forwarded to the Agricultural Land Commission “with support”.

Substantiation

The proposal is considered supportable as the increase to the residential floor area is not anticipated to impact agricultural operations within the property as the site is currently used for purely residential purposes due to the limited lot area. Additionally, the proposed shop is of similar size and scale to other structures in the surrounding area and will be consistent with the character of the neighbourhood.

6. SOURCES OF INFORMATION:

- Development Variance Permit (DVP01331) – January 13, 2023
- Development Application Review Team (DART) Minutes – March 30, 2023
- ALC Applicant Submission (ID69635) – November 17, 2023
- ALR Application (ALR00422) – November 29, 2023
- ALC Use Regulation
- ALC Act
- ALC Policy P-02 ‘Potential Exceptions from Restrictions of Use in the ALCA: Parcels Less Than 2 Acres’
- ALC Information Bulletin 05: Residences in the ALR

Attachments:

- Schedule A - ALC Applicant Submission (ID# 69635) – November 17, 2023
- Schedule B - Applicant’s Proposal Letter

Site Photo



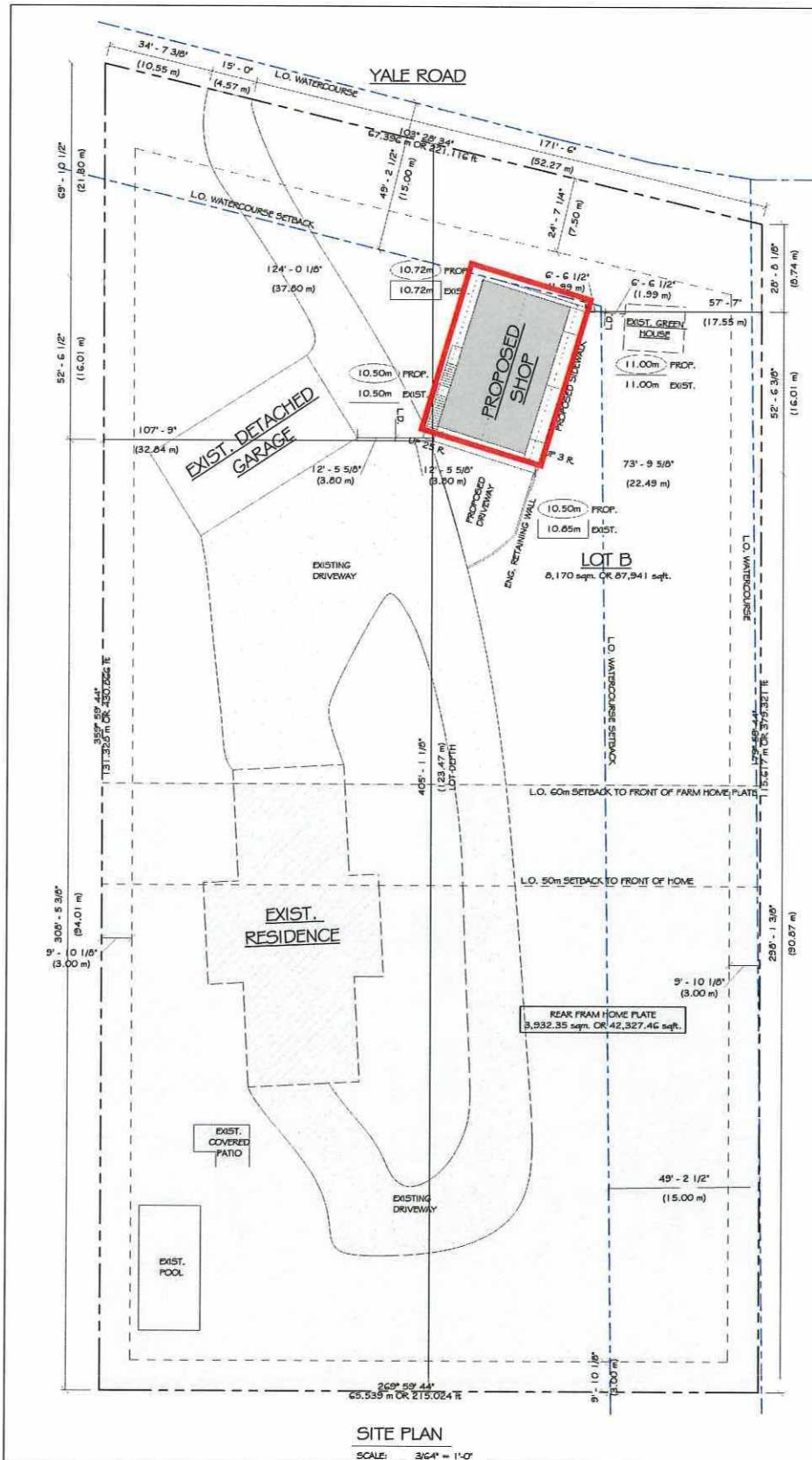
Location Map



Ortho Map



Proposed Site Plan (as submitted by the applicant)



Schedule A
ALC Applicant Submission



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 69635

Application Status: Under LG Review

Applicant: Wesley Peters

Agent: OTG Developments Ltd.

Local Government: City of Chilliwack

Local Government Date of Receipt: 11/17/2023

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Non-Adhering Residential Use - Principal Residence More than 500m²

Proposal: The proposal is to construct a 148.18m² (1595 square feet) accessory residential building within the northeastern portion of the property to house watercraft, fish processing equipment and other personal items. The principal residence is existing.

Agent Information

Agent : OTG Developments Ltd.

Mailing Address :

45269 Keith Wilson Road

Chilliwack, BC

V2R 5S1

Canada

Primary Phone : (778) 586-9252

Email : jen@otgdevelopments.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

Parcel Identifier : 023-747-340

Legal Description : LOT B DISTRICT LOT 336 GROUP 2 NEW WESTMINSTER DISTRICT
PLAN LMP32971

Parcel Area : 0.8 ha

Civic Address : 47036 Yale Road

Date of Purchase : 11/02/2015

Farm Classification : No

Owners

1. **Name :** Wesley Peters

Address :

49924 RIDGEVIEW PLACE

Chilliwack, BC

V4Z 1J8

Applicant: Wesley Peters

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

The applicant has a small greenhouse measuring approximately 27 m² which is for personal use only. Aside from this small structure, there is no agriculture taking place on the property.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

No agricultural improvements have been made to the site aside from the construction of a 27m² greenhouse that is for personal use only.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

The subject property is primarily used for non agricultural purposes and is better described as a residential property. All buildings and structures on site are for residential use.

Adjacent Land Uses

North

Land Use Type: Transportation/Utilities

Specify Activity : Yale Road

East

Land Use Type: Agricultural/Farm

Specify Activity : agricultural use

South

Land Use Type: Agricultural/Farm

Specify Activity : agricultural use / green field

West

Land Use Type: Agricultural/Farm

Specify Activity : agricultural use / green field

Proposal

1. What is the purpose of the proposal?

The proposal is to construct a 148 18m² (1595 square feet) accessory residential building within the northeastern portion of the property to house watercraft, fish processing equipment and other personal items. The principal residence is existing.

2. What is the total floor area of the proposed principal residence in square metres?

413.75 m²

3. Describe the rationale for the proposed location of the principal residence.

The principal residence is existing

4. Does the proposal for a principal residence more than 500 m² support agriculture in the short or long term? Please explain.

The proposal will not impact agriculture or neighbouring properties in the short or long term

5. Describe the size, type and number, as well as occupancy of all residential structures currently located on the property.

Existing Principal Residence 413 75sqm.

Existing Detached Garage 177 04sqm.*

6. What is the total area of infrastructure necessary to support the proposed residence?

The principal residence requires a driveway, internal road and parking area There is also a landscaped portion surrounding the principal residence. The accessory buildings (one existing one proposed) on site are sized as follows

Existing Detached Garage 177 04sqm.*

Proposed Accessory Residential Building - 148 18m²

The infrastructure required to support the existing residence is approximately half of the lot area or the equivalent of 1 acre

7. Do you need to import any fill to construct the principal residence and necessary infrastructure?

No

Applicant Attachments

- Agent Agreement - OTG Developments Ltd.
- Other correspondence or file information - Supplementary Letter
- Proposal Sketch - 69635
- Certificate of Title - 023-747-340

ALC Attachments

None.

Decisions

None.

Schedule B
Applicant's Proposal Letter

Via Email Delivery

File No. 21-153
Chilliwack File Number: DVP01331 / DP001665
November 17, 2023

Agricultural Land Commission
201-4940 Canada Way
Burnaby, BC Canada
V5G 4K6

Re: 47036 Yale Road, Chilliwack BC Lot "B" DL336 Group 2 NWD Plan LMP32971 – Non - Adhering Residential Use within the ALR

Please accept this letter as a supplement to the above noted Non-Adhering Residential Use Permit within the ALR application. Development Permit and Development Variance Permit (DVP01331 / DP001665) applications were submitted to the City of Chilliwack in December of 2022 to enable the construction of an accessory residential building within the subject property. City planning staff determined that as the property is located within the ALR, it is subject to the ALC's regulations for residences in the ALR which permit a total floor area of 500 m² for a principal residence and includes detached accessory residential buildings (section 11, page 17 of ALC Info Bulletin 05). As the property contains an existing residence and detached accessory residential building with a combined floor area of 590.7 m², a NARU application for a principal residence larger than 500 m² is required to permit the construction of the new accessory residential building.

PROPERTY DESCRIPTION

The subject property is zoned Lowland Agricultural (AL) and designated as Agricultural in the City of Chilliwack's Official Community Plan. The property is approximately 0.809 hectares (1.99 acres) and is being utilized as a residential property, without farm status. The property currently contains the following buildings and structures:

- Existing Pool – 72.25sqm.
- Existing Covered Patio – 19.86sqm.
- Existing Principal Residence – 413.75sqm.
- Existing Detached Garage* – 177.04sqm.

+++

"A plan without action is a dream,
an action without a plan is a nightmare."



- Existing Greenhouse – 27.17sqm.

*The existing garage has been converted from a farm building to a garage as it was never utilized for farm purposes.

The existing principal residence is habitable. All other accessory residential structures are used for storage and recreation and are not lived in by humans or animals.

The subject property is located just outside the periphery of Chilliwack Proper and borders a 6.0 acre piece of AL zoned land to the west and south. To the east it borders a 57 acre parcel, also zoned AL, with 2 dwellings and several large agricultural buildings. To the north the property borders Yale Road.



Figure 1. Location of the Subject Property (CoC mapping)

Background

In 2017, Council adopted amendments to the OCP and Zoning Bylaw, establishing farm home plate regulations for the siting of, and area occupied by, new homes on valley floor farmland to minimize the impact of residential uses on farmland and to protect farmland in the long term. The existing residence was constructed in 2014, which predates the farm home plate amendments.

The subject property (Lot B) was created by Plan LMP32971 in 1997. As the property was subdivided after the creation of the Agricultural Land Commission (ALC) in 1972, the owners do not meet all the requirements for ALC exemption even though the subject property is less than 2.0 acres.

PROPOSAL

The proposal is to construct a 148.18m² (1595 square feet) accessory residential building within the northeastern portion of the property to house watercraft, fish processing equipment and other personal items. The proposed structure will not require any fill for construction as shown in the attached site plan.

The owner of the subject property (Mr. Peters) has specific needs that require the construction of the proposed accessory residential building. Mr. Peters is an avid fisherman and outdoorsman that spends several months a year fishing on Vancouver Island. He owns a large boat that requires indoor storage when not in use. The boat and trailer (Photos 1 and 2) measure approximately 46 feet in length and just under 14 feet in height.

The accessory residential building has been designed to accommodate the boat and a walk-in cooler, walk in freezer and equipment necessary to efficiently process and store large volumes of fish and seafood harvested from the coast. To efficiently utilize the space, a rec-room and additional storage area is proposed for the second floor of the building to accommodate the property owners' personal effects. This allows the applicant for additional storage space without increasing lot coverage.



Photo 1 and 2

The existing accessory residential building on the property is currently at capacity. It is used to store the property owners' other larger items such as an RV, snowmobile, bicycles, all terrain vehicles, and speedboat. This building is also used for the storage of smaller items such as tools, camping equipment, and other goods requiring indoor storage (Photo 3,4,5).



Photo 3, 4, 5

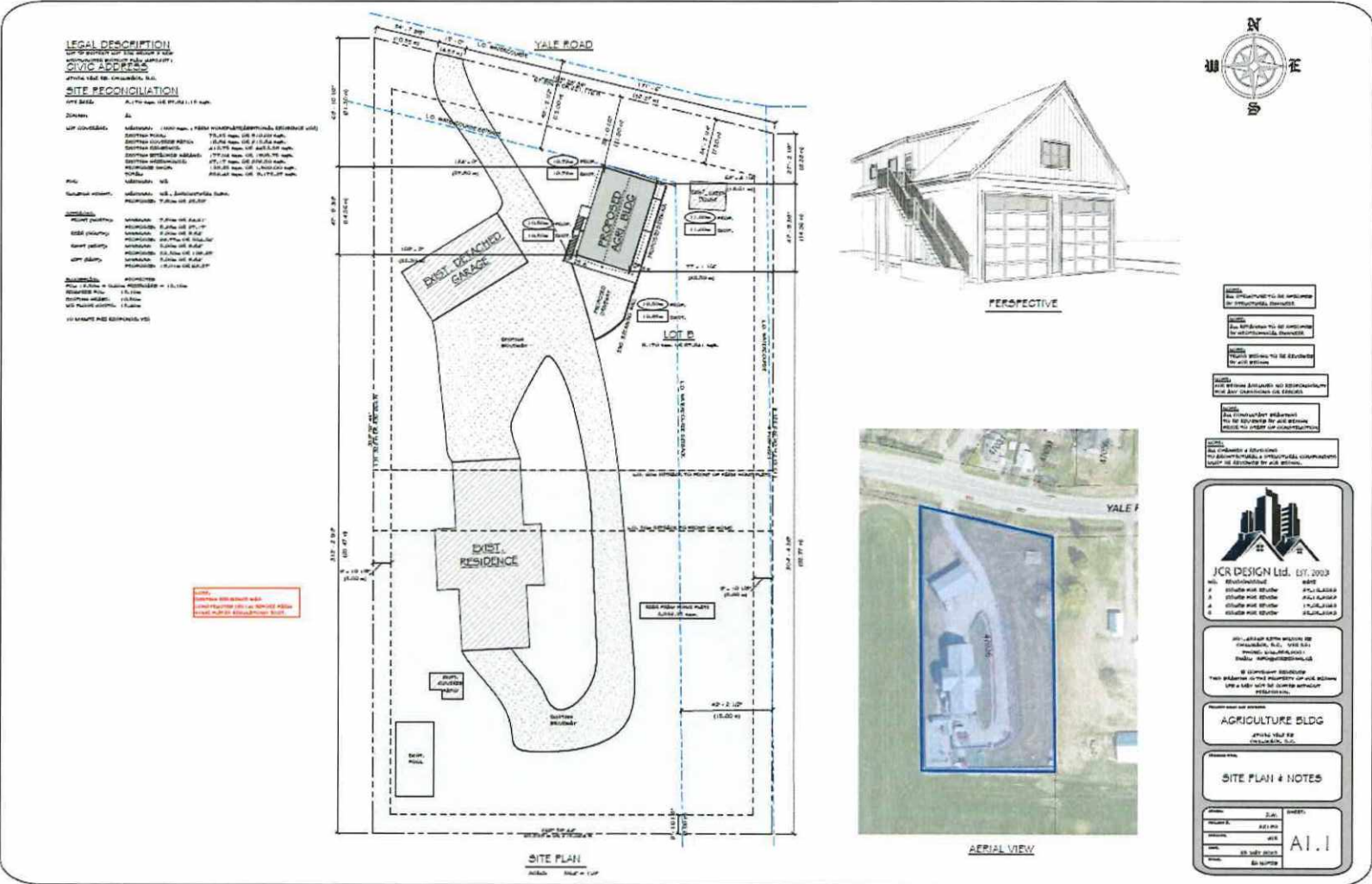


Figure 2. Site Plan and Proposed Accessory Residential Building

MUNICIPAL APPLICATION DETAILS

On December 27th, 2022 Development Permit and Development Variance Permit applications were submitted to the City of Chilliwack. To enable the construction of a rural ancillary building on the subject property, the following variances will be required.

- Vary Section 6.01 (5)(b) of the City of Chilliwack "Zoning Bylaw 2020, No. 5000", to increase the permitted lot coverage for rural ancillary buildings from 230m² to 352.39 m².
- Waive the requirements of City of Chilliwack "Zoning Bylaw 2020, No. 5000", Section 6.01 (8)(c) to allow the construction of a rural ancillary building and the siting of an existing rural ancillary building outside of the farm home plate.
- Vary Section 6.01 (9) (e) of the City of Chilliwack "Zoning Bylaw 2020, No. 5000" to allow for an increase in the permitted building height from 6.0 meters to 7.76 meters.

Zoning Bylaw Requirements

The Farm Home Plate is defined as:

an area of a LOT where all residential and related BUILDINGS, STRUCTURES, and activities are clustered, leaving the balance of the property for agricultural use; this includes homes and ANCILLARY uses, including detached GARAGES or carports, ATTACHED or detached household greenhouses or sunrooms, residential related workshops, tool and storage sheds; artificial ponds not serving farm drainage or irrigation needs and landscaped areas associated with the RESIDENTIAL USE; recreation areas including, but not limited to, tennis courts and pools; septic tanks and other related FACILITIES, excluding sewerage disposal fields.

Within the AL Zone of the City of Chilliwack "Zoning Bylaw 2020, No. 5000" the following excerpts are relevant to this application:

Section 5 **LOT COVERAGE (MAXIMUM)**
(b) RURAL ANCILLARY USE - 230m²

Section 8 **SITING**

(c) FARM HOME PLATE and DWELLING UNIT(S) shall be sited as follows:

(ii) no portion of a SINGLE DETACHED DWELLING, MANUFACTURED HOME, ACCESSORY DWELLING UNIT and/or additional DWELLING UNIT shall be located farther than 50m from the REAR LOT LINE and no portion of the FARM HOME PLATE is to be located more than 60m from the REAR LOT LINE, provided the access driveway is adjacent to a LOT LINE.

Section 9 **BUILDING HEIGHT (MAXIMUM)**

USE	MAXIMUM BUILDING HEIGHT
(a) Agricultural BUILDINGS	N/A
(b) Detached ACCESSORY DWELLING UNIT	6.5m
(c) RESIDENTIAL USE	10m
(d) ROADSIDE STAND	3m
(e) RURAL ANCILLARY USE	6m

TECHNICAL ISSUES

Floodplain: The subject property is located within the City's floodplain and protected by standard dyke. As such, any buildings placed within the property will be subject to the regulations of the Floodplain Bylaw.

Watercourses: A swale runs along the eastern boundary of the property as shown on Chilliwack mapping. The footprint of the proposed building is located approximately 3 meters from the above noted swale. If required a DP3 application will be submitted prior to Building Permit application.

Geotechnical Issues: The property is not subject to any known geotechnical hazards or earthquake related risks.

RATIONALE

The subject property, although located within the ALR and designated Agricultural, has never been utilized as an agricultural property and it is unlikely that it will be in the future.

The applicant has a small greenhouse measuring approximately 27 m² which is for personal use only. Aside from this small structure, there is no agriculture taking place on the property. The City's Historical Aerial images indicate that the property has never been used for agricultural purposes and no agricultural improvements have been made to the subject lands.

The subject property is primarily used for non agricultural purposes and is better described as a residential property. As stated above, because the construction of the primary residence, accessory buildings, pool, and driveway predates the amendments to the farm home plate, the majority of the small lot is built upon leaving a small portion of the lot free of structures. The subject property itself is undersized and the small amount of remaining vacant land is not a viable asset for agricultural use. As also stated above the property contains a swale which runs along the eastern property line creating a physical separation from the neighbouring property. This would also make it unlikely that the land could be useable by the neighbouring farm presently or in the future. Support for the proposed construction will have no impacts to agriculture in the short or long term as the subject lands are not currently used for farming and are unlikely to be used for farming in the future.

There are several factors that negate the agricultural viability of the site. As noted in the City of Chilliwack's "Small Lot Agricultural Study" less than 1% of the farmed area in Chilliwack is occurring on parcels less than 2 acres in size. The subject property has a residence which further decreases the viable land available for agriculture. It should also be noted that the study stated that properties with a residence close to urban centers and /or to a commuting highway will command a premium price. It is highly unlikely that the subject property would re-develop to agricultural as it would be at a significant economic loss.

The opportunities for the subject property to effectively contribute to the agricultural sector are few. The City noted that hobby farms have little agricultural productivity and that small lot farms are inefficient as they cannot utilize economies of scale. It is our understanding that the intent of the farm home plate and the restrictions on the accessory footprint is to minimize the impacts of residential use on farmland. The subject property is primarily residential with over half of the land already developed. It is thus not realistically viable for agriculture.

Support for the provisions listed above will not impact neighbouring properties or the local agricultural sector. Furthermore, support for this proposal will enable a local

business owner and community resident the opportunity to securely store valuable personal items on his own property.

Listed below is a summary of rationale for support of the above noted application.

- The subject property is not viable for agricultural use and should not be subject to protectionist policies geared towards agricultural properties.
- Support for the proposed additional ancillary building will enable the applicant to store his boat and other items of significant value within an enclosed space. This will aid in security and preservation of the items, prevent environmental contamination from the subsequent degradation of the items, and provide a tidy and well-kept esthetic on the property.
- The subject property was subdivided in 1997 and would have received support from the ALC which is a further indication that the land is not suitable for agriculture.
- The proposal fits within the neighbourhood in that the proposed buildings are not out of character and do not impact the operations of the surrounding properties.

APPLICATION SUBMISSION

Please find the following Documents attached to support this application:

- Letter of Agency
- Title of subject property
- Conceptual Site Plan

Thank you for your time and consideration. If you have any questions or concerns, please do not hesitate to contact the undersigned.

Best Regards,



Jennifer Powers, Project Manager

OTG Developments Ltd.

Phone: 778-586-9252

Email: jen@otgdevelopments.com

AGENDA ITEM NO: 7.11

MEETING DATE: May 21, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Design Guidelines Review and Update Project – RFQ Award DATE: May 14, 2024

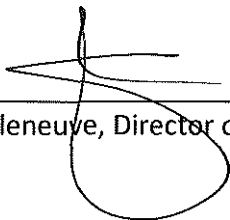
DEPARTMENT: Planning PREPARED BY: Reuben Koole / cc

1. SUMMARY OF ISSUE:

The City of Chilliwack is seeking consulting services to comprehensively review and update the form and character design guidelines (commercial, industrial, mixed use, residential, and small-scale multi-unit). Quotations were received from Arcadis Professional Services (Canada) Inc., B&A Studios Inc., MODUS Planning Design & Engagement Inc., and Urban Systems Ltd. for the Design Guidelines Review and Update project (the "Project"). A decision to accept a quotation for the Project is required.

2. RECOMMENDATION:

That Council accept the quotation for the "Design Guidelines Review and Update Project" from Urban Systems Ltd. in the amount of \$92,559.20; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Gillian Villeneuve, Director of Planning

3. FINANCE COMMENTS:


Funding has been allocated within the approved 2024 Financial Plan.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
DESIGN GUIDELINES REVIEW & UPDATE PROJECT - RFQ AWARD**

PREPARED BY: Reuben Koole DATE: May 14, 2024
POSITION: Manager, Long Range Planning DEPARTMENT: Planning

1. DEFINITION OF ISSUE:

The City of Chilliwack is seeking consulting services to comprehensively review and update the form and character design guidelines (commercial, industrial, mixed use, residential, and small-scale multi-unit). Quotations were received from Arcadis Professional Services (Canada) Inc., B&A Studios Inc., MODUS Planning Design & Engagement Inc., and Urban Systems Ltd. for the Design Guidelines Review and Update project (the "Project"). A decision to accept a quotation for the Project is required.

2. BACKGROUND:

- 2.1 Planning staff have identified the importance of reviewing and updating the City's form and character design guidelines to improve guideline clarity, development permit review efficiency, and customer service. The updated guidelines will also assist with the implementation of recent Provincial legislation changes related to small-scale multi-unit housing in the urban area.
- 2.2 A Request For Quotations (RFQ) was issued on March 13, 2024, calling for quotations for the supply of all labour, supervision, equipment, and materials to conduct this Project. The Project is scheduled to begin June 2024 and is anticipated to be substantially completed by May 31, 2025.
- 2.3 Concurrently, and through a separate Request For Proposal process, the City of Chilliwack is undertaking a review of the Official Community Plan (OCP), which is to be completed by the end of 2025. The final form and character design guidelines will be incorporated into the new OCP.

3. QUOTATION EVALUATION:

- 3.1 The RFQ closed on April 17, 2024 with four (4) quotations received. A six (6) member evaluation team reviewed each quotation based on the RFQ Submission Requirements and the following criteria:
1. Respondents experience conducting similar projects
 2. Qualifications of key project personnel
 3. Resources and skills in applying and developing high quality illustrations and graphics
 4. Summary of tasks to be completed
 5. Realistic work plan for completing the tasks within the project timeframe
 6. Demonstrated value for the budget

3.2 The table below summarizes the ranking awarded for the criteria, including proposal prices.

Criteria	B&A Studios	Arcadis	MODUS	Urban Systems
Experience	3	4	4	5
Qualifications of personnel	4	4	4	5
Illustrations and graphics	3	4	5	5
Task summary	4	3	4	4
Work plan	3	3	5	4
Budget value (price)	3 (\$92,849)	5 (\$85,252)	4 (\$95,022)	4 (\$92,559)
Average rank	3.3	3.8	4.3	4.5

3.3 The quotation from Urban Systems Ltd. meets the RFQ Submission Requirements, was deemed the lead proponent based on receiving the highest overall ranking, and has a comprehensive understanding of the scope of work.

4. NEXT STEPS:

Following Council’s acceptance of the quotation, Staff will begin working with the consultant to start the Project. The Project stages are as follows:

- Stage 1 (June to September 2024): Project Initiation & Analysis
- Stage 2 (October 2024 to January 2025): Draft Design Guidelines
- Stage 3 (February to April 2025): Refine & Finalize

Council Committee and interdepartmental meetings and workshops are planned throughout each stage of the Project. Staff will provide further updates on this Project in the coming months.

5. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council accept the quotation for the “Design Guidelines Review and Update Project” from Urban Systems Ltd. in the amount of \$92,559.20; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

The overarching goals of this Project are to improve guideline clarity, development permit review efficiency and customer service, and create a predictable review and approval process. This Project will deliver new form and character design guidelines for commercial, industrial, mixed use, residential, and small-scale multi-unit (incl. coach house and garden suite), that will be incorporated into the OCP for the City.