



Regional District of Central Kootenay  
RURAL AFFAIRS COMMITTEE  
Open Meeting Agenda

**Date:** Wednesday, October 14, 2020  
**Time:** 9:00 am  
**Location:** RDCK Board Room, 202 Lakeside Dr., Nelson, BC

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

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Pages

**1. CALL TO ORDER**

**2. ADOPTION OF THE AGENDA**

**RECOMMENDATION:**

The agenda for the October 14, 2020 Rural Affairs Committee meeting be adopted as circulated.

**3. DELEGATIONS**

Item 4.4 - Stephanie Robicheau (Glo-Tech Innovations) and Walker Patton (Greenlight Solutions)

**4. PLANNING & BUILDING**

**4.1. BUILDING BYLAW CONTRAVENTION - WALTON**

File No.: 3135-20-707.09494.30 BP 25517

Rosebud Lake Rd.

(1748439 Alberta Inc - Shelly Walton)

Area G

The Memorandum dated September 23, 2020 from John Southam, Building Manager, re: Building Bylaw Contravention - Walton, has been received.

**Rural Affairs Committee - August 19, 2020**

*That the following motion be REFERRED to the September 16, 2020 Rural Affairs Committee meeting:*

7

*That the Notice on Title for the existing 1-bed unit for 1748439 Alberta on the property located at 222 Rosebud Lake Rd and legally described as Lot 3, Plan NEP90958, District Lot 9057, Kootenay Land District (PID: 028-241-002) BE REFERRED to the September 16, 2020 Rural Affairs Committee meeting to allow for sufficient time for the applicant to reply, as per process.*

**Rural Affairs Committee - September, 2020**

*That the following motion be REFERRED to the October 14, 2020 Rural Affairs Committee meeting*

*That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 222 Rosebud Lake Rd, Electoral Area G, legally described as Lot 3, Plan NEP90958, District LOT 9057, Kootenay Land District, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.*

**RECOMMENDATION:**

That it be recommended to the Board:

That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the *Community Charter* by the Regional District Board relating to land at 222 Rosebud Lake Rd, Electoral Area G, legally described as Lot 3, Plan NEP90958, District Lot 9057, Kootenay Land District, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

- 4.2. **DEVELOPMENT VARIANCE PERMIT – GUIGNION**  
**File No.: V2011F-02398.100-GUIGNION-DVP00193**  
**451 Johnstone Rd**  
**(Lena and William Guignon)**  
**Area F**

8 - 25

The Committee Report dated September 8, 2020 from Tamara Dale, Planner, re: Development Variance Permit - Guignon, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the Board APPROVE the issuance of Development Variance Permit V2010F-02398.100 to Lena and William Guignon for the property at 451 Johnstone Rd, Electoral Area F and legally described as LOT 3, Plan

NEP11539, District Lot 370, Kootenay Land District (PID: 012-730-424) to vary Section 605.5 of *Electoral Areas F, I, J, and K Zoning Bylaw No. 1675, 2004*.

**4.3. DEVELOPMENT VARIANCE PERMIT - CARLSON**  
**File No.: V2016J-10062.200-CARLSON-DVP00198**  
**1950 Lucas Rd**  
**(Richard and Shannon Carlson)**  
**Area J**

26 - 40

The Committee Report dated September 24, 2020 from Tamara Dale, Planner, re: Development Variance Permit - Carlson, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the Board APPROVE the issuance of Development Variance Permit V2016J-709.10032.200 to Richard and Shannon Carlson for the property located at 1950 Lucas Rd, Electoral Area J and legally described as Lot A, Plan NEP19734, District Lot 12365, Kootenay Land District (PID: 017-738-865) to vary Section 605.1 of *Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004*;

FROM: 7.5 metres;

TO: 2.5 metres;

SUBJECT TO the submission of a Landscape Plan and security to the satisfaction of the General Manager of Development Services prior to issuance of a Building Permit for the dwelling.

**4.4. DEVELOPMENT VARIANCE PERMIT – GREEN LIGHT SOLUTIONS**  
**File No.: V2015F-03544.050-GREEN\_LIGHT\_SOLUTIONS-DVP000197**  
**2719 Lower Six Mile Rd**  
**(Green Light Solutions)**  
**Area F**

41 - 55

The Committee Report dated September 21, 2020 from Tamara Dale, Planner, re: Development Variance Permit - Green Light Solutions, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the Board APPROVE the issuance of Development Variance Permit V2015F-03544.050-Green\_Light\_Solutions-DVP000197 to Green Light Solutions for the property located at 2719 Lower Six Mile Rd, Electoral Area F and legally described as Lot 1, Plan EPP20302, District Lot 787, Kootenay Land District (PID:028-872-673) to vary:

Section 618(2)(c) of *Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004*;

FROM: 1.5 metres;

TO: 2.3 metres.

- 4.5. **FOR INFORMATION: PLANNING SERVICES QUARTERLY REPORTS - JULY TO SEPTEMBER 2020** 56 - 62

**File No.: File No.: 10\4720\01\Quarterly All Areas**

The Quarterly Reports from Mikaela Wheaton, Planning Assistant, re: Planning Services Quarterly Reports - July to September 2020, has been received for information.

- 4.6. **RDCK BYLAW ENFORCEMENT NOTICE AND DISPUTE ADJUDICATION SYSTEM BYLAW NO. 2441, 2015** 63 - 115

**File No.: 3310-20-20 RDCK BYLAW ENFORCEMENT NOTICE AND DISPUTE ADJUDICATION SYSTEM AMENDING BYLAW NO. 2727, 2020 All Areas**

The Committee Report dated September 22, 2020 from Pamela Guille, Bylaw Enforcement, re: RDCK Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the *RDCK Bylaw Enforcement Notice and Dispute System Amendment Bylaw No. 2727, 2020* is hereby read a FIRST, SECOND and THIRD time by content.

**RECOMMENDATION:**

That it be recommended to the Board:

That the *RDCK Bylaw Enforcement Notice and Dispute System Amendment Bylaw No, 2727, 2020*, is hereby adopted and the Chair and Corporate Officer are authorized to sign same.

5. **ENVIRONMENTAL SERVICES**

- 5.1. **COMMUNITY WORKS FUND APPLICATION – JACKIE JAMES MEMORIAL PARK RESTORATION PROJECT** 116 - 127

The Committee Report dated October 14, 2020 from Tanji Zumpano, Water Services Liaison, re: Community Works Fund Application - Jackie James Memorial Park Restoration Project, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the Community Works Fund application submitted by the Recreation Nakusp Society for the Jackie James Memorial Park Restoration Project in the total amount of \$25,000 be approved and that funds be disbursed



from Community Works Funds allocated to Electoral Area K.

**5.2. COMMUNITY WORKS FUND APPLICATION – PROCTER-HARROP SENIORS HALL ENERGY EFFICIENCY UPGRADE**  
**File No.: 1850-20-CWF-225**  
**Area E**

128 - 138

The Committee Report dated September 30, 2020 from Tanji Zumpano, Water Services Liaison, re: Community Works Fund Application - Procter-Harrop Seniors Hall Energy Efficiency Upgrade, has been received.

**RECOMMENDATION:**

That it be recommended to the Board:

That the Community Works Fund application submitted by the Procter-Harrop Seniors Association #118 for the Procter-Harrop Seniors Hall Energy Efficiency Upgrade Project in the total amount of \$80,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area E.

**5.3. FOR INFORMATION: SUMMARY OF ADVERSE WATER SAMPLE RESULTS FROM JULY 1, 2020 TO SEPTEMBER 3, 2020**

The Memorandum dated September 30, 2020 from Alexandra Divlakovski, Environmental Coordinator - Utility Services, has been received for information.

**6. RURAL ADMINISTRATION**

**6.1. NOTICE OF MOTION: DIRECTOR DAVIDOFF - HOBBY FARMER'S**

Director Davidoff request a Notice of Motion for the November 18, 2020 Rural Affairs Committee meeting:

*That the Board direct staff to review the Regional District of Central Kootenay Noise Bylaw No. 2440, 2015 to determine if it can be made more "hobby farmer" friendly by potentially incorporating key provisions from the Right to Farm Act.*

**6.2. DISCUSSION ITEM - POTENTIAL FIREWORKS REGULATORY BYLAW**

Director Faust requested a discussion at the October Rural Affairs meeting on the potential Fireworks Regulatory Bylaw.

**7. PUBLIC TIME**

The Chair will call for questions from the public and members of the media at \_\_\_\_\_ a.m./p.m.

**8. ADJOURNMENT**

**RECOMMENDATION:**

The meeting be adjourned at \_\_\_\_\_



# Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4  
Telephone: (250) 352-6665  
BC Toll Free: 1-800-268-7325

Web: [www.rdck.ca](http://www.rdck.ca)  
Email: [info@rdck.bc.ca](mailto:info@rdck.bc.ca)  
Fax: (250) 352-9300

September 23, 2020

File: 3120-12-G-707.09494.030 BP 25517

1748439 ALBERTA INC  
1920 WOODSIDE BLVD NW  
AIRDRIE AB T4B 2M4

SUBJECT: Bylaw contravention on property legally described as LOT 3 PLAN NEP90958  
DISTRICT LOT 9057 KOOTENAY LAND DISTRICT  
CIVIC ADDRESS: 222 Rosebud lake Road

Please be advised the Rural Affairs Committee adopted the following recommendation at its meeting held September 16, 2020:

That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 222 ROSEBUD LAKE RD, Electoral Area G, legally described as LOT 3 PLAN NEP90958 DISTRICT LOT 9057 KOOTENAY LAND DISTRICT, and further, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

By copy of this letter, you are notified that this matter will be referred to the **October 14, 2020 Rural Affairs Committee** meeting. At this time committee members will consider making a recommendation to the Regional District Board to direct the Secretary to file a Notice, in the Land Title Office under Section 57 of the *Community Charter*, against the above noted property.

**Please note the October 14, 2020 RAC meeting may take place remotely or you may be present at the meeting depending on the Covid-19 restrictions in place. An update will be presented closer to the date of the meeting.** Please advise in advance whether you and/or a representative, who may be legal council, will be present at the Rural Affairs Committee meeting by contacting the Administration Department at 250 352 6665 or by email [chopkyns@rdck.bc.ca](mailto:chopkyns@rdck.bc.ca) no less than 3 business days prior to the meeting.

In order to avoid a Notice on Title, you must contact the building department to resolve concerns noted in the building official's report **no later than 2 business days prior** to the meeting. For specific building inspection inquiries respecting the above, you may contact the writer at either 1-800-268-7325 or 250-352-8156.

Yours truly,

Originally signed by John Southam.

John Southam  
Building Manager





# REGIONAL DISTRICT OF CENTRAL KOOTENAY

## Committee Report

**Date of Report:** September 8, 2020  
**Date & Type of Meeting:** October 14, 2020 Rural Affairs Committee  
**Author:** Tamara Dale, Planner  
**Subject:** DEVELOPMENT VARIANCE PERMIT – GUIGNION  
**File:** V2011F-02398.100-GUIGNION-DVP00193

### SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Board to consider a Development Variance Permit application to reduce the setback to the front lot line from 4.5 metres to 0.49 metres, to facilitate the construction of a second floor deck extension.

The subject property is located to the north-west of Johnstone Rd, and is designated as Country Residential (CR) under Electoral F Official Community Plan Bylaw No. 2214, 2012, and zoned Country Residential (R2) within Electoral Area F, I, J and K Zoning Bylaw No. 1675, 2004. The property is raised above the public road, and incorporates an existing second floor deck which is proposed to be extended.

Staff recommendation is to APPROVE the Development Variance Permit.

### SECTION 2: BACKGROUND / ANALYSIS

#### GENERAL INFORMATION

<b>Property Owners:</b>	Lena M and William J Guignion
<b>Property Location:</b>	451 Johnstone Rd, Rural Nelson
<b>Legal Description:</b>	LOT 3, PLAN NEP11539, DISTRICT LOT 370, KOOTENAY LAND DISTRICT (PID: 012-730-424)
<b>Property Size:</b>	0.2 hectares (0.5 acres)

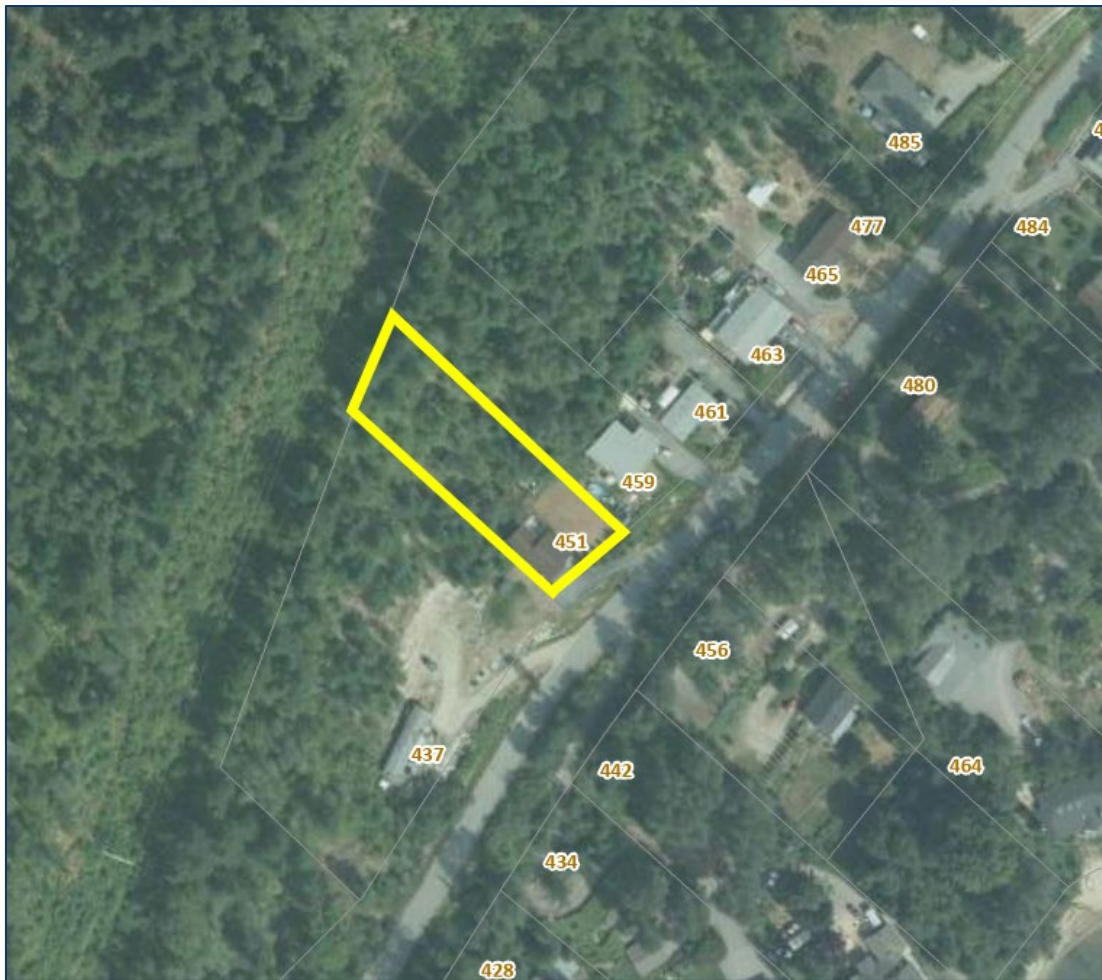
#### SITE CONTEXT

The subject property comprises a total area of 0.2 hectares, and is designated as Country Residential (CR) under Electoral Area F Official Community Plan Bylaw No. 2214, 2012, and zoned Country Residential (R2) under Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004. The subject property is accessed from the south, and is located on land raised above Johnstone Rd. The access driveway and parking area to the property are located outside of the property boundaries, with the surroundings characterized by residential development raised above the road, and incorporating decks of similar scale and extent to that proposed.

Land uses surrounding the property are as follows:

ORIENTATION	ZONING	LAND USE
<b>North</b>	Country Residential (R2)	North-East: Single Family Dwelling North-West: Undeveloped Land
<b>East</b>	Country Residential (R2)	Single Family Dwelling
<b>South</b>	Country Residential (R2)	Single Family Dwelling
<b>West</b>	Country Residential (R2)	Single Family Dwelling





**Figure 1: Site Location Plan**

**DEVELOPMENT PROPOSAL**

The Applicant seeks a Development Variance Permit to reduce the setback to the front lot line from 4.5 metres to 0.49 metres to facilitate an extension to the existing second floor deck. The existing deck is located approximately 2.75m from the front property line, and is therefore already located within the permitted setback.

The proposed extension would utilize matching form and appearance to the existing deck, with six concrete pillars extending to ground level to support the structure.

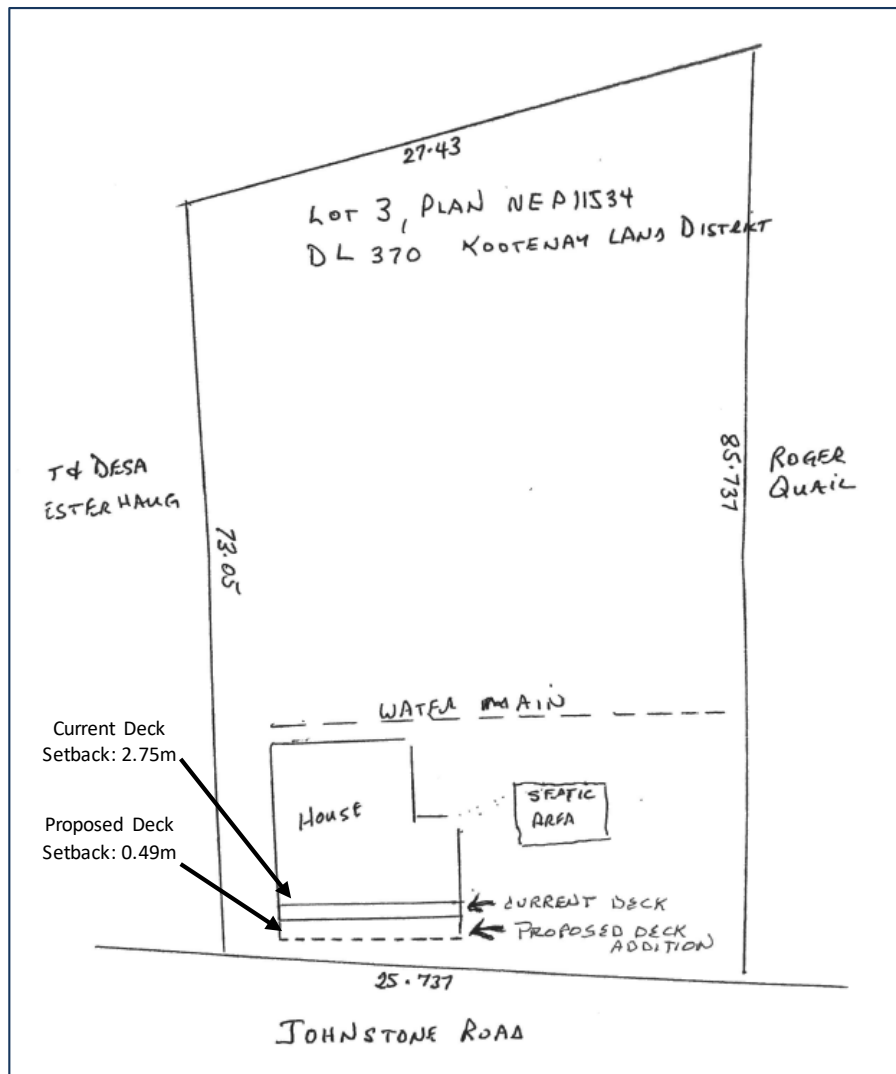


Figure 2: Proposed Site Plan

General Requirements – Electoral Areas F, I, J, and K Zoning Bylaw No. 1675, 2004

The following table identifies the setback requirements for the 0.2 hectares lot as outlined within Division 6 of the Electoral Areas F, I, J, and K Zoning Bylaw No. 1675, 2004.

GENERAL REGULATION	MAXIMUM	PROPOSED
<b>605.5</b> Despite Section 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within 4.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.	4.5m	0.49m

Development Regulations – Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

The following table identifies the Development Regulations for the 0.2 hectares lot as outlined within Division 11 of the Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004.

DEVELOPMENT REGULATION	MAXIMUM PERMITTED	PROPOSED
Maximum Site Coverage	50%	<50%

Electoral Area F Official Community Plan Bylaw No. 2214, 2011

*Objectives:*

11.2.4 Protect the existing quality of life and character of existing neighbourhoods.

11.2.5 Allow safe residential access to residential areas and services.

11.2.6 Encourage high quality design, building, development, and landscaping standards that improve energy efficiency and maintain and enhance rural character.

*General Residential Policies:*

11.3.3 Will assess and evaluate proposed residential development based on the following criteria, in addition to the criteria found in the corresponding Residential policies where appropriate:

- e. compatibility with adjacent land uses and designations, and how its form and character enhances the character of the rural areas;
- g. mitigation of visual impacts where development is proposed on hillsides and other visually sensitive areas.

*Country Residential Policies:*

The Regional Board:

11.4.1 Considers that new Rural, Country, and Suburban Residential development may be created in the rural area, but that the development must respect the character of the rural area, and therefore, the Regional Board will use the following criteria, in addition to those listed under General Residential policies where appropriate, to assess future development:

- b. exhibits an attractive and safe streetscape by providing for adequate off-street parking requirements, on-site landscaping and screening, and appropriate signage;
- c. respects lake and mountain views, and access to sunlight of adjacent properties; and,
- d. provides access without constructing new roads or utility corridors through Environmental Reserves, hazard areas, and without creating permanent scarring on slopes visible from major roads or residential areas.

SITE VISIT

A Site Visit was undertaken on August 11<sup>th</sup> 2020.





**Figure 3: Front elevation of the dwelling showing the second floor deck which is proposed to be extended**



**Figure 4: The subject dwelling is located on higher ground to the public road**





**Figure 5: Subject dwelling seen in the context of the public road and the neighbouring dwelling to the west, which also incorporates a deck to the second floor**



**Figure 6: Subject dwelling seen in the context of the neighbouring property to the east, which incorporates a similar deck to that proposed**

<b>SECTION 3: DETAILED ANALYSIS</b>	
<b>a. Financial Considerations – Cost and Resource Allocations:</b>	
<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov’t Approvals req’d:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<p>The \$500 fee for a Development Variance Permit was paid pursuant to RDCK Planning Procedures and Fees Bylaw No. 2457, 2015.</p>	
<b>b. Legislative Considerations:</b>	
<p>Under Section 498 of the Local Government Act, the Board has the authority to vary provisions of a zoning bylaw (other than use or density) through a Development Variance Permit.</p>	
<b>c. Environmental Considerations:</b>	
<p>No negative environmental impacts anticipated.</p>	
<b>d. Social Considerations:</b>	
<p>No negative social impacts anticipated.</p>	
<b>e. Economic Considerations:</b>	
<p>None anticipated.</p>	
<b>f. Communication Considerations:</b>	
<p>As per the requirements of the Local Government Act and the Planning Procedures and Fees Bylaw No. 2457, 2015, notices were mailed out to surrounding properties within a 100 metre radius of the subject property on July 7<sup>th</sup> 2020. One letter of support was received by a neighbouring property.</p> <p>A referral was sent to internal RDCK departments and external agencies. The following comments were received:</p> <p><u>Ministry of Transportation and Infrastructure (MoTI)</u></p> <p>MoTI had previously reviewed this setback variance request in June 2020 and found no issue with it, and issued a Permit.</p> <p><u>RDCK Building Services</u></p> <p>No response received.</p> <p><u>Local Area Director</u></p> <p>No response received.</p>	
<b>g. Staffing/Departmental Workplan Considerations:</b>	
<p>Should the Board grant the Variance, Staff will issue the Permit and register Notice of Permit on the Land Title.</p>	
<b>h. Board Strategic Plan/Priorities Considerations:</b>	

The application falls under the operational role of Planning.

#### **SECTION 4: OPTIONS**

The property is designated as Country Residential (CR) under Electoral Area F Official Community Bylaw No. 2214, 2012.

Objectives for land within this designation include protecting the existing quality of life and character of existing neighbourhoods; allowing safe residential access; and encouraging high quality design, building, development and landscaping standards that improve energy efficiency and maintain and enhance rural character.

#### PLANNING DISCUSSION

The application seeks to reduce the setback to the front lot line from 4.5 metres to 0.49 metres to facilitate an extension to the existing second floor deck. The extension would match the form and appearance of the existing deck, with an additional six posts extending to ground level to provide structural support. The Applicant has already obtained a Highway Setback Permit from the Ministry of Transportation and Infrastructure for the reduction as proposed.

The subject property is located to the north-west of Johnstone Rd, and sited on higher ground than the public road, with the access extending from the south-east to a parking area in front of the dwelling. There are a number of trees positioned to the east of the dwelling, and these landscape features restrict direct views of the subject dwelling when approached from the east. The neighbouring properties comprise Single Family Dwellings, all of which include decks of similar siting and scale to that proposed. The neighbouring dwellings are located along a relatively continuous build line, set back from and raised above the road, and separated by a landscaped bank defining the road verge.

While recognized that the proposed setback reduction would bring the built form closer to the front property line, given the spatial context of the site and its relationship to the verge and public road, it is considered that sufficient spacing would be retained; and this would help to reduce the dominance of the structure when viewed from the street. In addition, although the site is raised above the public road, which does result in a degree of prominence, the proposed deck extension would be lightweight in nature, allowing views through. This is considered to limit the visual presence and dominance of the proposal, with the road verge and remaining highway setback enabling only oblique views of the structure when considered along the approach. These views are further restricted by the existing landscaping, which limits views into the site when seen from the east. On this basis, it is not considered that the enlarged deck, sited in closer proximity to the front lot line, would result in harm to the visual amenities of the street scene.

It is noted that the Ministry of Transportation and Infrastructure (MoTI) has raised no objection to the proposal, and have approved a Highway Setback Permit for the proposed development. Given the relationship of the proposed deck extension to the public road, which would only be seen through oblique views when travelling along the carriageway, it is not considered that the proposal would impact upon sightlines or the safety of the public highway.

The Applicant is seeking a Variance to reduce the setback to the front lot line from 4.5 metres to 0.49 metres. The proposed Variance is considered acceptable for the following reasons:

- 1) The proposed structure would reflect the form and appearance of the existing deck, and would be of a lightweight nature allowing views through. The proposal would therefore read as a continuation of the existing structure, with the lightweight nature reducing the perceived visual presence and dominance within the street scene;

- 2) The spatial context of the property, and its relationship with the road verge, ensures that the proposed deck would remain at a sufficient distance from the public road. This relationship, when coupled with the existing landscape features, results in only oblique views that would further mitigate the visual presence and dominance of the structure when viewed from public vantage points;
- 3) The proposed structure would not impact upon sightlines or the safety of the public highway; and
- 4) No objections have been raised by neighbouring properties or the Ministry of Transportation and Infrastructure.

For the reasons listed above, Staff recommend that the application be approved, as per Option 1.

#### OPTION 1

That the Board APPROVE the issuance of Development Variance Permit V2011F-02398.100 to Lena and William Guignon for the property at 451 Johnstone Rd, and legally described as LOT 3, PLAN NEP11539, DISTRICT LOT 370, KOOTENAY LAND DISTRICT (PID: 012-730-424) to vary *Section 605.5 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004.*

FROM: 4.5 metres

TO: 0.49 metres

#### OPTION 2

That the Board NOT APPROVE the issuance of Development Variance Permit V2011F-02398.100 to Lena and William Guignon for the property at 451 Johnstone Rd, and legally described as LOT 3, PLAN NEP11539, DISTRICT LOT 370, KOOTENAY LAND DISTRICT (PID: 012-730-424) to vary *Section 605.5 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004.*

### **SECTION 5: RECOMMENDATION(S)**

That the Board APPROVE the issuance of Development Variance Permit V2010F-02398.100 to Lena and William Guignon for the property at 451 Johnstone Rd, and legally described as LOT 3, PLAN NEP11539, DISTRICT LOT 370, KOOTENAY LAND DISTRICT (PID: 012-730-424) to vary *Section 605.5 of Electoral Areas F, I, J, and K Zoning Bylaw No. 1675, 2004.*

Respectfully submitted,

Originally signed by Tamara Dale.

Tamara Dale  
Planner

#### **CONCURRENCE**

#### **Initials:**

Chief Administrative Officer **Digitally approved by Stuart Horn.**

General Manager of Development Services **Digitally approved by Sangita Sudan.**

Planning Manager **Digitally approved Nelson Wight.**

#### **ATTACHMENTS:**



**Attachment A – Draft Development Variance Permit**  
**Attachment B – Building Plans**



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# DEVELOPMENT VARIANCE PERMIT

Planning File No. V2011F (GUIGNION)

Date:

Issued pursuant to Section 498 of the *Local Government Act*

TO: Lena M & William J Guignon

AGENT: N/A

### ADMINISTRATION

1. This Development Variance Permit (DVP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this DVP, and any plans and specifications attached to this Permit that shall form a part thereof.
3. This DVP is not a Building Permit.

### APPLICABILITY

4. This DVP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: 451 JOHNSTONE RD, RURAL NELSON, BC

Legal: LOT 3, PLAN NEP11539, DISTRICT LOT 370, KOOTENAY LAND DISTRICT PID (012-730-424)

### CONDITIONS

5. Development Variance

Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2005, Section 605.5 is varied as follows:

FROM: Despite 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within **4.5 metres** of a front or exterior side lot line or within 2.5 metres of any other lot line.

TO: Despite 605(1), for all of Electoral Area F, unless otherwise stated in the zone, no principal or accessory building or structure except a fence may be located within **0.4 metres** of a front or exterior side lot line or within 2.5 metres of any other lot line,

as shown on Schedule '1' and '2'.

SUBJECT TO: The Variance only applies to the subject building as shown in Schedule 2 and 3.

6. Schedule

If the holder of the DVP does not substantially start any construction or does not register the subdivision with respect to which the permit was issued within two years after the date it is issued, the permit lapses.

7. Other

Authorized resolution [*enter resolution number*] passed by the RDCK Board on the day of \_\_\_\_\_, 20\_\_\_\_\_.

The Corporate Seal of  
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY  
was hereunto affixed in the presence of:

\_\_\_\_\_  
Aimee Watson, Board Chair

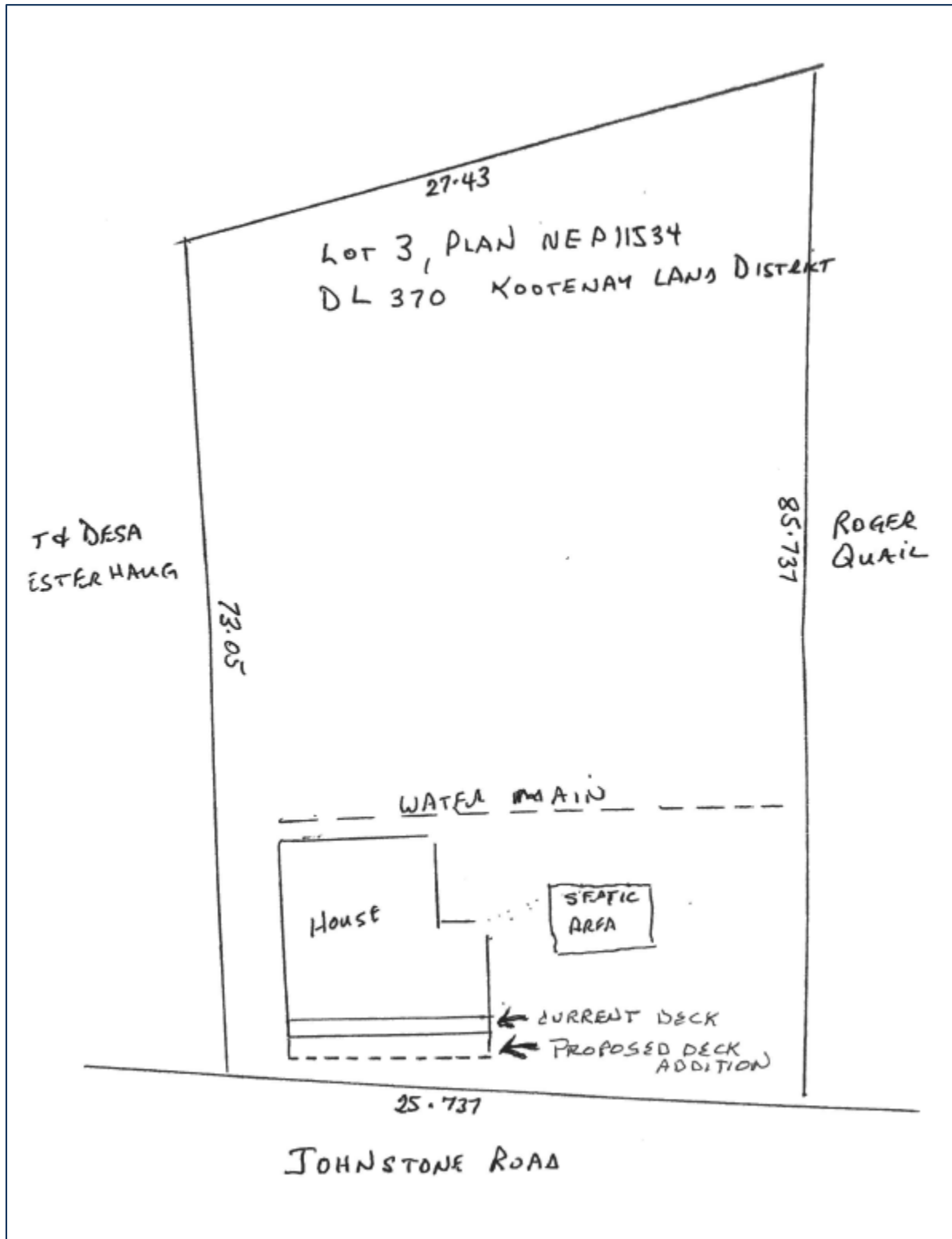
\_\_\_\_\_  
Mike Morrison, Corporate Officer

**Schedule 1: Subject Property**

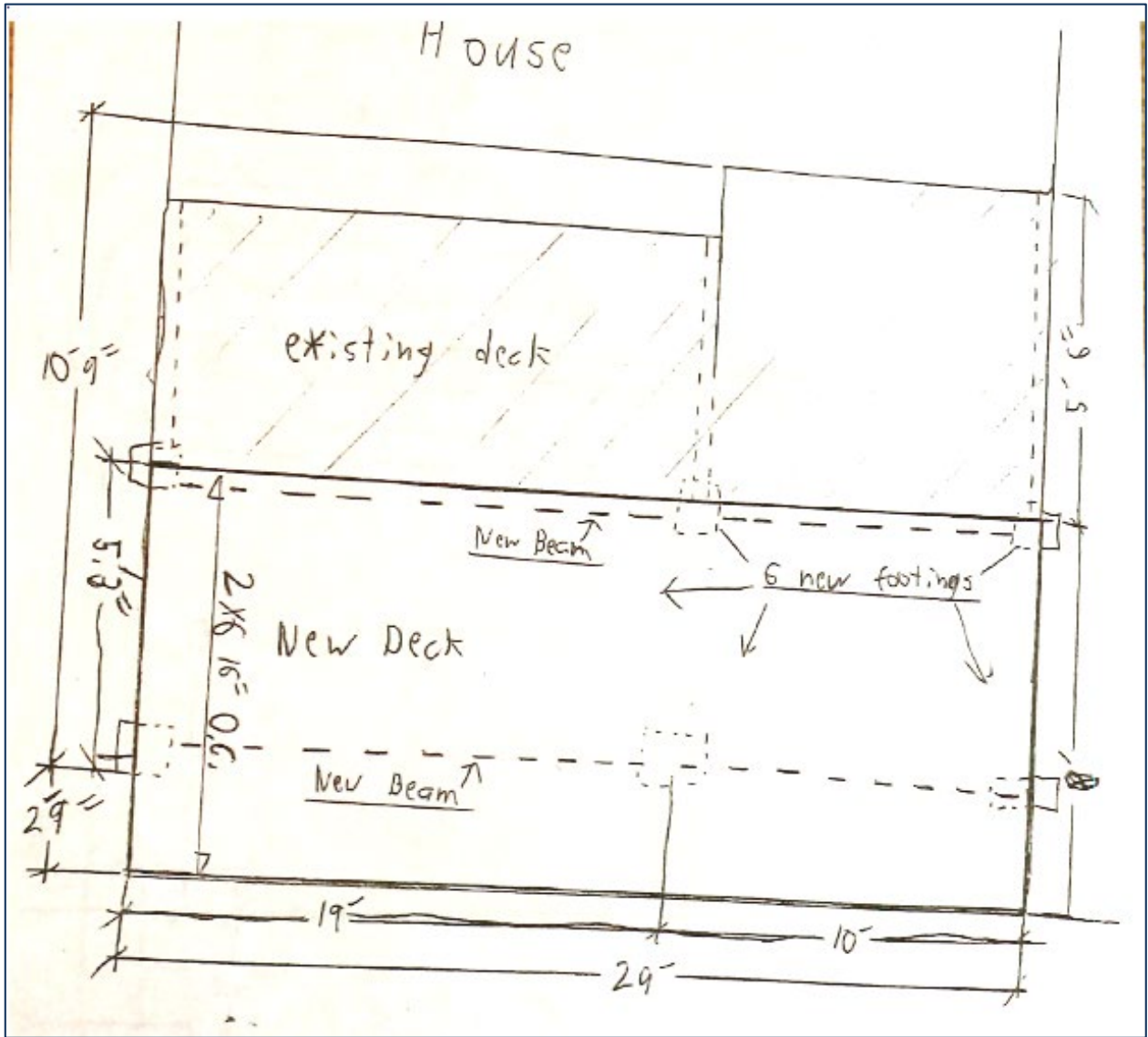


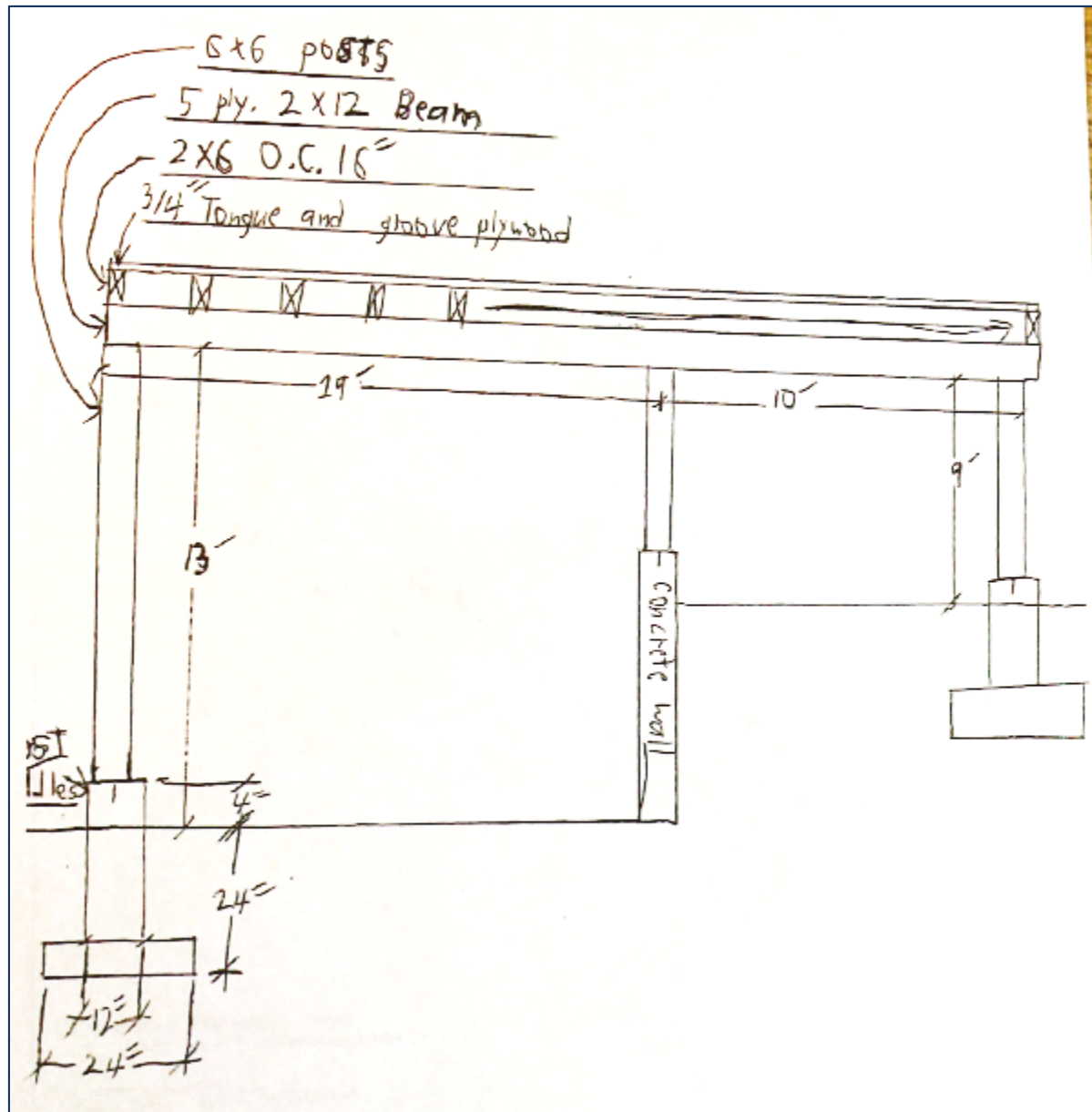


Schedule 2: Site Plan

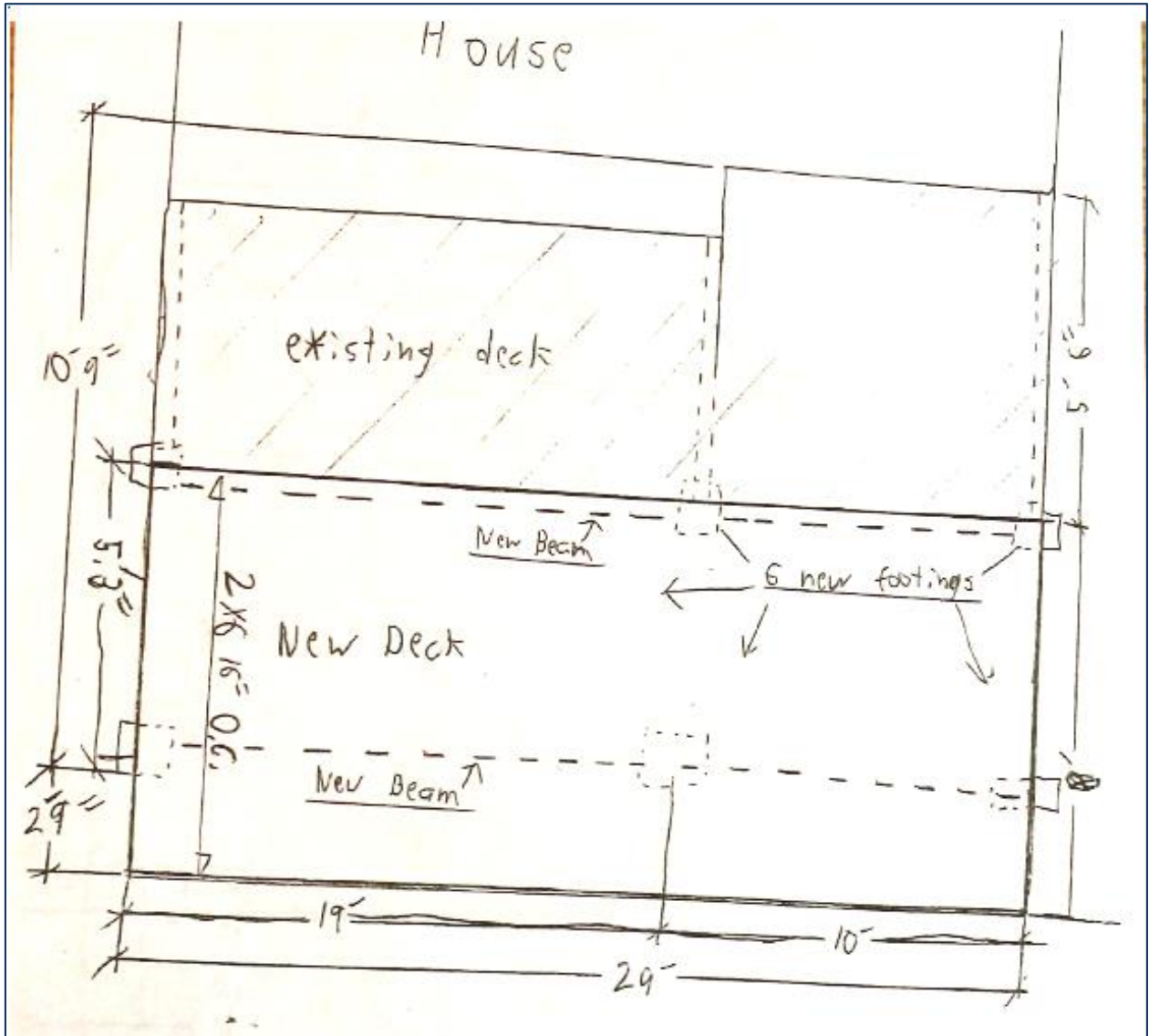


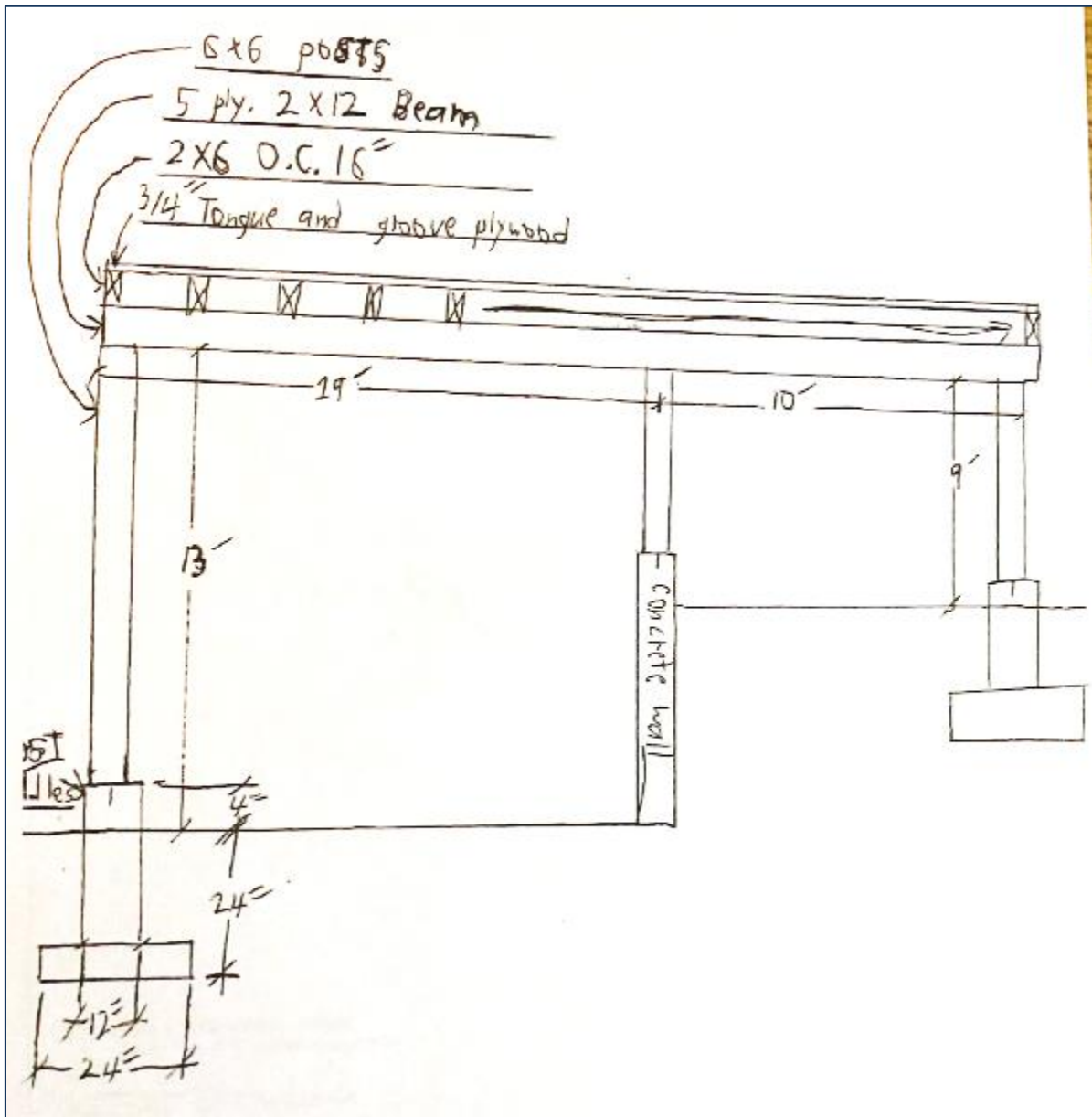
Schedule 3: Building Plans





Building Plans







# REGIONAL DISTRICT OF CENTRAL KOOTENAY Committee Report

**Date of Report:** September 24, 2020  
**Date & Type of Meeting:** October 14, 2020 Rural Affairs Committee  
**Author:** Tamara Dale, Planner  
**Subject:** DEVELOPMENT VARIANCE PERMIT - CARLSON  
**File:** V2016J-10062.200-CARLSON-DVP00198

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Board to consider a Development Variance Permit application to reduce the setback to the front lot line from 7.5 metres to 2.5 metres to allow the siting of a manufactured home.

The subject property is located to the west of Lucas Rd, and is designated as Rural Residential under Electoral Area J Official Community Plan Bylaw No. 1157, 1996 and zoned Rural Residential (R3) under Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004. The property is accessed from a sloping driveway located to the south-eastern corner of the property, with the land raised above the public road. The eastern section of the site comprises flat land which has been cleared, with the western portion of the site sloped and covered in trees.

Staff recommendation is to APPROVE the Development Variance Permit, subject to the submission of a Landscape Plan and security to the satisfaction of the General Manager of Development Services prior to issuance of a Building Permit for the dwelling.

## SECTION 2: BACKGROUND / ANALYSIS

GENERAL INFORMATION	
<b>Property Owners:</b>	Richard H and Shannon L Carlson
<b>Property Location:</b>	1950 Lucas Rd, Rural Castlegar, BC
<b>Legal Description:</b>	LOT A PLAN NEP19734 DISTRICT LOT 12365 KOOTENAY LAND DISTRICT (PID: 017-738-865)
<b>Property Size:</b>	0.4 hectares (1 acre)

### SITE CONTEXT

The subject property comprises a total area of 0.4 hectares, and is designated as Rural Residential (RR) under Electoral Area J Official Community Plan No. 1157, 1996 and zoned as Rural Residential (R3) under Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004. The subject property is accessed from a sloping driveway located to the south-eastern corner of the property, with the land raised above the public road. The eastern section of the site comprises relatively flat land that has been cleared, with the western portion of the site sloped and covered in trees.

Land uses surrounding the property are as follows:

ORIENTATION	ZONING	LAND USE
North	Rural Residential (R3)	Single Family Dwelling and Accessory Buildings



<b>East</b>	Rural Residential (R3)	Single Family Dwelling and Accessory Buildings
<b>South</b>	Rural Residential (R3)	Single Family Dwelling
<b>West</b>	Rural Residential (R3)	Single Family Dwelling and Accessory Buildings



**Figure 1: Site Location Plan**

**DEVELOPMENT PROPOSAL**

The Applicant seeks a Development Variance Permit to reduce the setback to the front lot line from 7.5 metres to 2.5 metres, which would facilitate the siting of a manufactured home. An enlarged garage prior to the construction of a dwelling was also proposed initially, however this has since been removed from the application.

The Applicant outlines that the proposed variances are required to address the constraints on the site, and particularly the slope to the western portion of the property. This slope limits the ability to place a double-wide manufactured home, and a setback reduction is requested for this reason.

The Applicant has applied to the Ministry of Transportation and Infrastructure (MoTI) for a Highway Setback Permit, but this has yet to be determined.

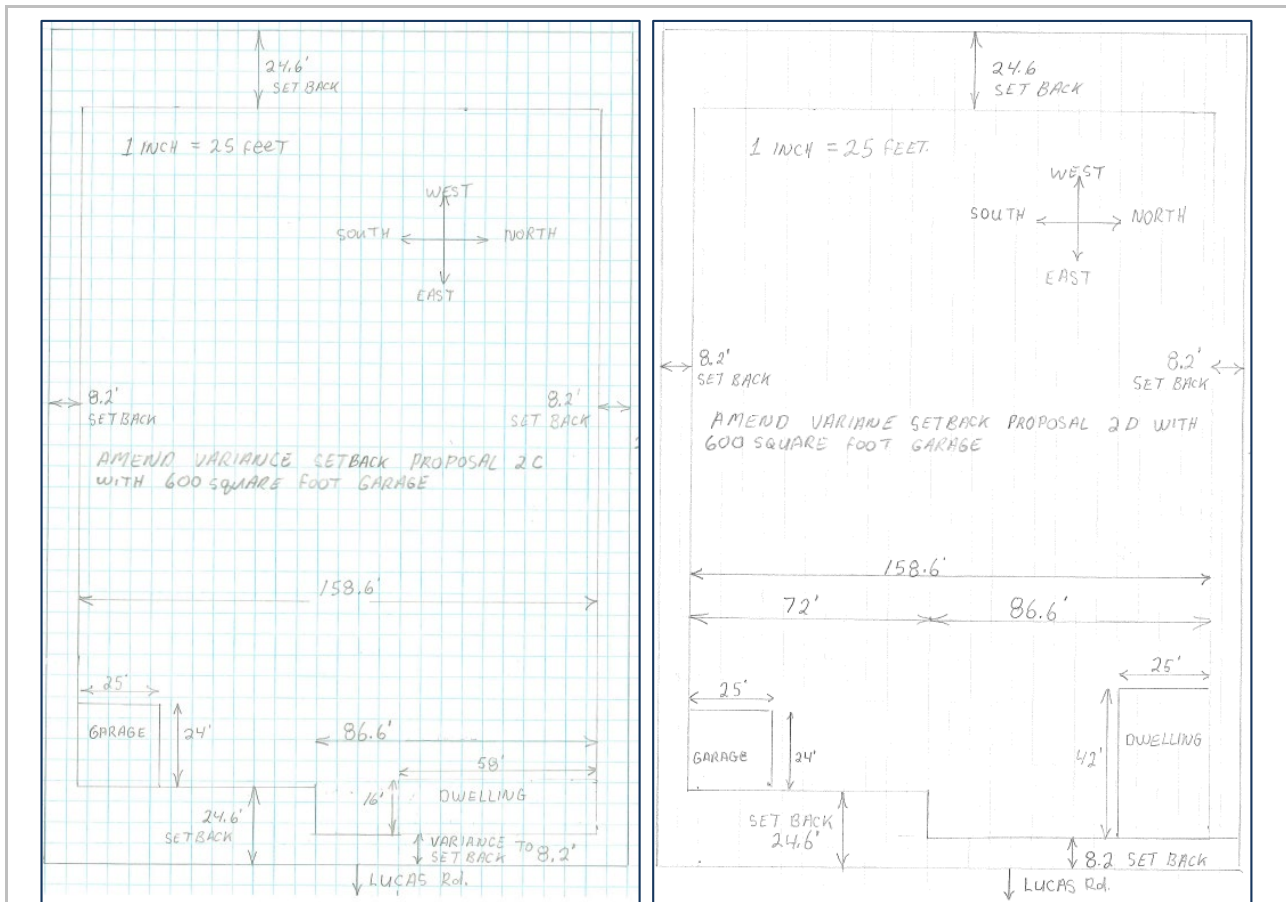


Figure 2: Proposed Site Plan – Option 1 and 2 (indicating possible orientations of the manufactured

General Requirements – Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

The following table identifies the setback requirements for the 0.4 hectares lot as outlined within Division 6 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004.

GENERAL REGULATION	MAXIMUM	PROPOSED
<b>605.1 Unless otherwise stated, no principal or accessory building or structure except a fence may be located within 7.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.</b>	7.5m	2.5m

Development Regulations – Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

The following table identifies the Development Regulations for the 0.4 hectares lot as outlined within Section 1501 of Division 15 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004.

DEVELOPMENT REGULATION	MAXIMUM	PROPOSED
<b>2 The maximum site coverage shall be 50 percent of the lot area.</b>	50%	<50%

Electoral Area J Official Community Plan Bylaw No. 1157, 1996

Residential Objectives:



2.1.2 To consider development proposals in relation to the provision of services.

2.1.3 To provide for a choice of housing.

2.1.4 To minimize conflicts between housing and other adjacent land uses.

2.16 To maintain the rural character, environmental integrity, the social and cultural diversity of the Plan Area.

General Residential Policies:

3.2.1.1 Existing lots smaller than the minimum lot size permitted by designation, may be used for the purposes permitted in the designation providing all other regulations are met.

3.2.1.3 Clustering of residential development shall be permitted in order to create separation between neighbouring developments and to ensure that they do not form continuous development.

Rural Residential Policies:

3.2.5.1 The principal use shall be residential or agricultural.

3.2.5.2 One dwelling unit shall be permitted per lot and one additional dwelling shall be permitted for every two (2) hectares of lot area over two (2) hectares.

3.2.5.5 The clustering of development in either single detached or multi-residential dwellings subject to the maintenance of buffers on non-agricultural lands will be considered and encouraged by the Board of the Regional District.

SITE VISIT

A site visit was undertaken on September 3 2020.



**Figure 3: Subject property as seen from Lucas Rd, illustrating the ground level and bank between the property and public road.**



**Figure 5: Proposed location of the manufactured home to the north-eastern corner of the property. The slope to the west of the property is shown, which restricts the area of development on the property.**



**Figure 4: Subject property as seen from the north-east, showing sloped bank between the public road and the site.**





**Figure 7: Proposed location of the garage to the south-eastern corner of the property.**



**Figure 6: Subject property showing the level change between the public road and the western portion of the property.**

<b>SECTION 3: DETAILED ANALYSIS</b>	
<b>a. Financial Considerations – Cost and Resource Allocations:</b>	
<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov’t Approvals req’d:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<p>The \$500 fee for a Development Variance Permit was paid pursuant to RDCK Planning Procedures and Fee Bylaw No. 2457, 2015.</p>	
<b>b. Legislative Considerations:</b>	
<p>Under Section 498 of the Local Government Act, the Board has the authority to vary provisions of a zoning bylaw (other than use or density) through a Development Variance Permit.</p>	
<b>c. Environmental Considerations:</b>	
<p>None anticipated.</p>	
<b>d. Social Considerations:</b>	
<p>No negative social impacts anticipated.</p>	
<b>e. Economic Considerations:</b>	
<p>None anticipated.</p>	
<b>f. Communication Considerations:</b>	
<p>As per the requirements of the Local Government Act and the Planning Procedures and Fees Bylaw No. 2457, 2015, notices were mailed out to surrounding properties within a 100 metre radius of the subject property on August 27<sup>th</sup> 2020. No responses were received.</p> <p>A referral was sent to internal RDCK departments and external agencies. The following comments were received:</p> <p><u>Ministry of Transportation and Infrastructure (MoTI)</u></p> <p>Any construction within the setback area requires a permit, where each site is independently assessed for potential impacts to safety, integrity of public infrastructure and maintenance issues that could arise. A Setback Permit is required to reduce the distance from the property line to less than 4.5 metres.</p> <p><u>Area J Advisory Planning Committee</u></p> <p>No overarching response has been received by the APC. However, one response was received from an individual member, which raised no objection to the proposal.</p> <p>No response was received from RDCK Building Services, Emergency Services, RDCK Fire Services, or the Local Area Director.</p>	
<b>g. Staffing/Departmental Workplan Considerations:</b>	
<p>Should the Board grant the Variance, Staff will issue the Permit and register Notice of Permit on the Land Title.</p>	
<b>h. Board Strategic Plan/Priorities Considerations:</b>	
<p>The application falls under the operational role of Planning.</p>	

## SECTION 4: OPTIONS

The property is designated as Rural Residential (RR) under Electoral Area J Official Community Plan Bylaw No. 1157, 1996.

Objectives for land within this designation include maintaining the rural character, environmental integrity, social and cultural diversity of the Plan Area and minimizing conflicts between housing and other adjacent land uses.

### PLANNING DISCUSSION

The application seeks to reduce the setback to the front lot line from 7.5 metres to 2.5 metres to facilitate the siting of a manufactured home. The Applicant has submitted an application for a Highway Setback to the Ministry of Transportation and Infrastructure, but this has not yet been determined.

The subject property is located to the north-west of Lucas Rd, and comprises a rectangular shaped lot accessed from the south-eastern corner. The ground level of the property is raised above the public road, with the eastern portion of the property comprising relatively level ground, and the western portion consisting of a wooded slope. The frontage of the property is open, with the sloped bank separating the site from the public road laid to grass. In contrast, the wider surroundings are characterised by Single Family Dwellings set back from the public road, with the frontage of the properties vegetated.

### Setback Reduction to Front Lot Line

The proposed variance seeks to reduce the front setback from 7.5 metres to 2.5 metres to facilitate the siting of a manufactured home. The Applicant outlines that the variance is required due to the site constraints, and particularly the limited developable area given the level changes and the slope to the western portion of the property.

The subject property is open along the frontage, with the eastern portion of the property having been cleared to facilitate development. This has meant that although the property is located at the end of the road, it sits in a prominent position, and this is further exaggerated by the raised land levels. While the proposed manufactured home would likely be modest in scale and size, it is proposed to be sited along the frontage, in the most prominent area of the property. Therefore, consideration needs to be given to the visual impact of the proposal, and this is particularly relevant given the open nature of the frontage.

While recognized that the proposed setback reduction would bring the built form closer to the front lot line, which would appear relatively dominant within the context of the street scene, it is acknowledged that the subject property is constrained by its physical characteristics and topography; with the potential developable area thereby limited. This is a material consideration of relevance and weight in the assessment of the proposed variance, and is considered to tip the balance in favour of the reduced setback.

However, in order to further reduce the dominance of the building when considered along the street, it is considered reasonable to request a Landscape Plan and appropriate security as a condition of the Variance Permit. This Landscape Plan would re-introduce planting along the frontage of the lot, and this would help mitigate the visual presence of the proposed building, while also reinforcing the vegetated context of the wider surroundings and reflecting the rural character of the locality. Subject to such condition, the proposed setback reduction to the front lot line is considered acceptable.

### Conclusion

The proposal relates to a reduced setback from the front lot line to facilitate the siting of a manufactured home. The proposed setback reduction is considered acceptable, subject to the submission of a Landscape

Plan and appropriate security. The purpose of this Landscape Plan would be to provide additional planting along the frontage of the property, which is considered necessary to reduce the visual presence and dominance of the manufactured home, while also helping to reinforce and reflect the rural character of the wider surroundings.

For the reasons listed above, Staff recommend that the application be approved, as per Option 1.

**OPTION 1**

That the Board APPROVE the issuance of Development Variance Permit V2016J-709.10032.200 to Richard and Shannon Carlson for the property located at 1950 Lucas Rd and legally described as LOT A PLAN NEP19734 DISTRICT LOT 12365 KOOTENAY LAND DISTRICT (PID: 017-738-865) to vary Section 605.1 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

FROM: 7.5 metres

TO: 2.5 metres

AND SUBJECT TO the submission of a Landscape Plan and security to the satisfaction of the General Manager of Development Services prior to issuance of a Building Permit for the dwelling.

**OPTION 2**

That the Board NOT APPROVE the issuance of Development Variance Permit V2016J-709.10032.200 to Richard and Shannon Carlson for the property located at 1950 Lucas Rd and legally described as LOT A PLAN NEP19734 DISTRICT LOT 12365 KOOTENAY LAND DISTRICT (PID: 017-738-865).

**SECTION 5: RECOMMENDATION(S)**

That the Board APPROVE the issuance of Development Variance Permit V2016J-709.10032.200 to Richard and Shannon Carlson for the property located at 1950 Lucas Rd and legally described as LOT A PLAN NEP19734 DISTRICT LOT 12365 KOOTENAY LAND DISTRICT (PID: 017-738-865) to vary Section 605.1 of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

FROM: 7.5 metres

TO: 2.5 metres

SUBJECT TO the submission of a Landscape Plan and security to the satisfaction of the General Manager of Development Services prior to issuance of a Building Permit for the dwelling.

Respectfully submitted,

Digitally approved by  
Tamara Dale.

Tamara Dale  
Planner

**CONCURRENCE**

**Initials:**

Chief Administrative Officer



General Manager of Development and Community Sustainability Services  
Planning Manager

**ATTACHMENTS:**

**Attachment A – Draft Development Variance Permit**



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**DEVELOPMENT VARIANCE PERMIT**

**Planning File No. V2016J**

Date:

Issued pursuant to Section 498 of the *Local Government Act*

TO: Richard and Shannon Carlson

AGENT: N/A

**ADMINISTRATION**

1. This Development Variance Permit (DVP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this DVP, and any plans and specifications attached to this Permit that shall form a part thereof.
3. This DVP is not a Building Permit.

**APPLICABILITY**

4. This DVP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: 1950 Lucas Rd, Rural Castlegar, BC

Legal: LOT A PLAN NEP19734 DISTRICT LOT 12365 KOOTENAY LAND DISTRICT PID (017-738-865)

**CONDITIONS**

5. Development Variance

Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004, Section 605(1) is varied as follows:

FROM: Unless otherwise stated, no principal or accessory building or structure except a fence may be located within **7.5 metres** of a front or exterior side lot line or within 2.5 metres of any other lot line.



TO: Unless otherwise stated, no principal or accessory building or structure except a fence may be located within **2.5 metres** of a front lot line, or within 7.5 metres of an exterior side lot line, or within 2.5 metres of any other lot line.

SUBJECT TO: The Variance only applies to the manufacture home as shown on Schedule '1' and '2'.

6. Schedule

If the holder of the DVP does not substantially start any construction or does not register the subdivision with respect to which the permit was issued within two years after the date it is issued, the permit lapses.

7. Other

Authorized resolution [*enter resolution number*] passed by the RDCK Board on the day of \_\_\_\_\_, 20\_\_\_\_\_.

The Corporate Seal of  
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY  
was hereunto affixed in the presence of:

\_\_\_\_\_  
Aimee Watson, Board Chair

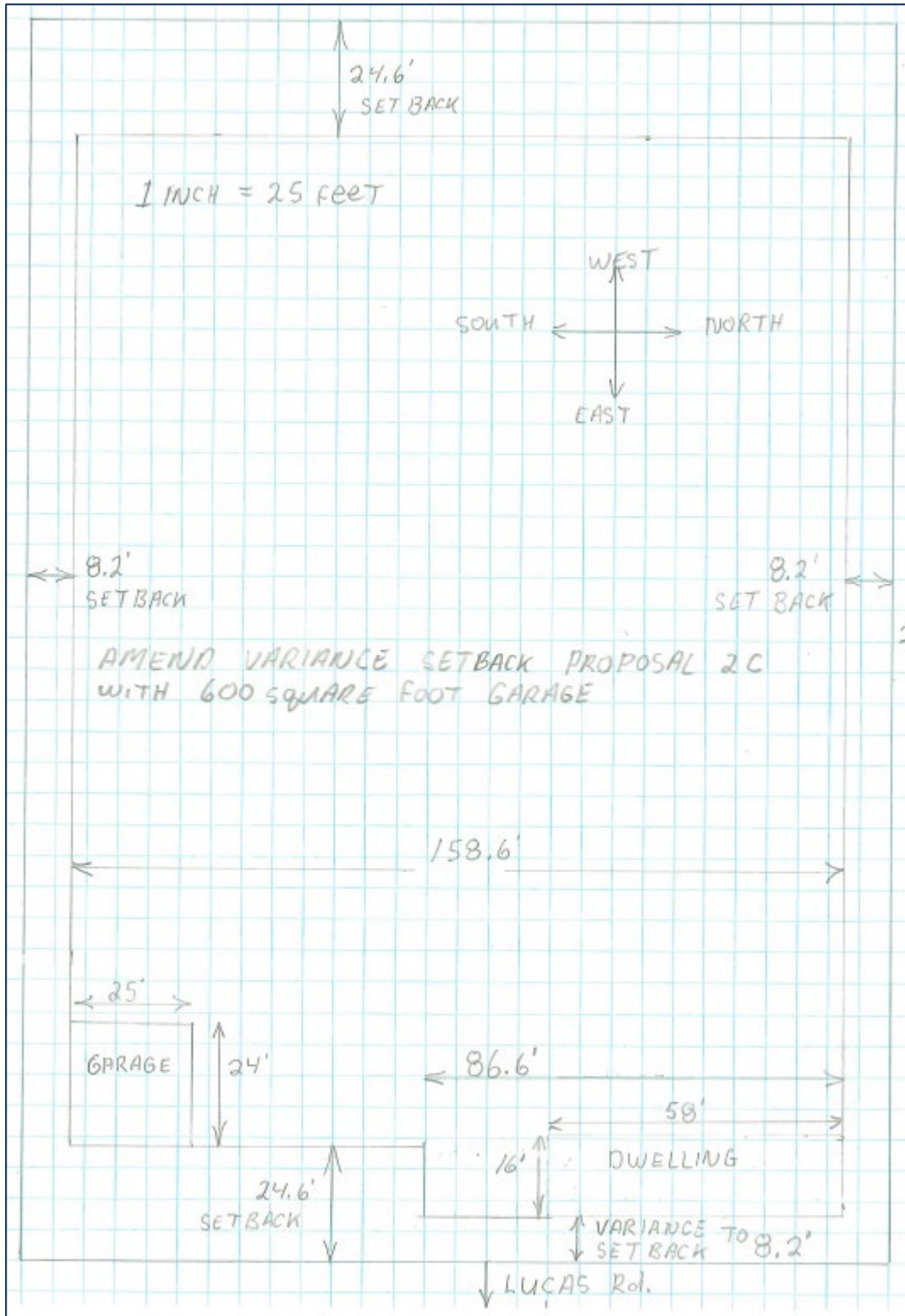
\_\_\_\_\_  
Mike Morrison, Corporate Officer

**Schedule 1: Subject Property**

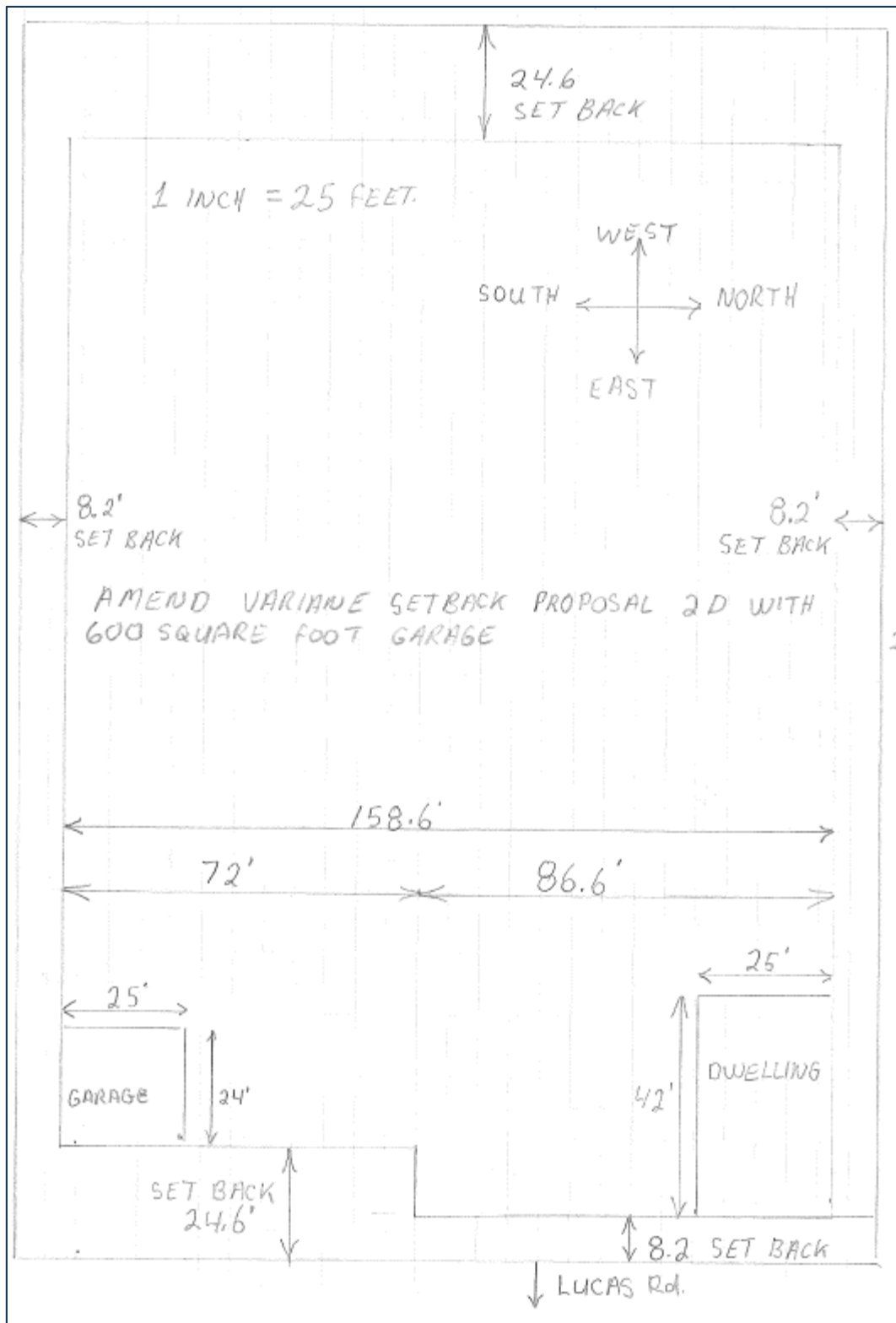


Schedule 2: Site Plan

Option 1



Option 2







# REGIONAL DISTRICT OF CENTRAL KOOTENAY Committee Report

**Date of Report:** September 21, 2020  
**Date & Type of Meeting:** October 14, 2020 Rural Affairs Committee  
**Author:** Tamara Dale, Planner  
**Subject:** DEVELOPMENT VARIANCE PERMIT – GREEN LIGHT SOLUTIONS  
**File:** V2015F-03544.050-GREEN\_LIGHT\_SOLUTIONS-DVP000197

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Board to consider a Development Variance Permit application to enlarge the width of an illuminated sign to be located above the front entrance of the subject building.

The subject property is located to the east of Highway 3A and north of Lower Six Mile Rd, and comprises a commercial building intended to be used for cannabis production and associated office. The surrounding properties are primarily used for residential purposes, albeit that a number of properties are zoned for commercial.

Staff recommendation is to APPROVE the Development Variance Permit.

## SECTION 2: BACKGROUND / ANALYSIS

### GENERAL INFORMATION

<b>Property Owners:</b>	Green Light Solutions Corp
<b>Property Location:</b>	2719 Lower Six Mile Rd, Six Mile, BC
<b>Legal Description:</b>	LOT 1 PLAN EPP20302 DISTRICT LOT 787 KOOTENAY LAND DISTRICT (PID: 028-872-673)
<b>Property Size:</b>	0.5 hectares (1.3 acres)

### SITE CONTEXT

The subject property comprises a total area of 0.5 hectares, and is designated as Industrial (M) under Electoral Area F Official Community Plan Bylaw No. 2214, 2012, and zoned as Light Industrial (M1) under Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004. The subject property is located to the east of Highway 3A and the north of Lower Six Mile Rd, with a parking area located along the frontage. The surroundings are primarily characterized by residential properties, albeit that a number of the adjacent properties are zoned for commercial.

Land uses surrounding the property are as follows:

ORIENTATION	ZONING	LAND USE
North	General Commercial (C2)	Commercial Building and Residential Dwelling
East	Manufactured Home Park (R5)	Manufactured Homes
South	Manufactured Home Park (R5)	Manufactured Homes
West	Suburban Residential (R1F)	Residential Dwellings







Figure 2: Site Plan indicating location of proposed sign

General Regulations – Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

	GENERAL REGULATION	MAXIMUM	PROPOSED
618(2)	<p><b>Signs shall be limited to the following:</b></p> <ul style="list-style-type: none"> <li>a. A maximum height of 7.5 metres,</li> <li>b. A maximum of ten (10) square metres,</li> <li>c. A maximum width of 1.5 metres, and</li> <li>d. One sign for each public road access.</li> </ul>	<ul style="list-style-type: none"> <li>a. 7.5m</li> <li>b. 10sqm</li> <li>c. 1.5m</li> <li>d. 1 per public road access</li> </ul>	<ul style="list-style-type: none"> <li>a. &lt;7.5m</li> <li>b. &lt;10sqm</li> <li>c. 2.3m</li> <li>d. 1</li> </ul>
618(6)	<p><b>Signs may be illuminated provided that glare is contained onsite when adjacent to any residential, agricultural, institutional, park and recreation zoned property.</b></p>	<p>Illuminated provided glare is contained on-site</p>	<p>Illuminated with glare contained on-site</p>

Commercial Land Designation - Electoral Area F Official Community Plan Bylaw No. 2214, 2011

*Objectives:*

12.2.4 Ensure that all commercial development is at a scale appropriate to the rural form and character of the community and its natural environment.

12.2.5 Minimize land use incompatibility and conflicts between commercial activities and surrounding land uses.

*General Policies:*

The Regional Board:

12.3.2 Supports maintaining and enhancing existing commercial land uses, and supports new small scale commercial development proposals that reflect the needs of the local community and the anticipated demand for tourism, and will use the following criteria, in addition to the criterial for large scale service and commercial development where appropriate, to assess future development:

- c. compatibility with adjacent land uses and designations, and the character of the existing area;
- e. mitigation of visual impacts where development is proposed on hillsides and other visually sensitive areas;
- g. exhibits an attractive and safe streetscape by providing for adequate off-street parking requirements, on-site landscaping and screening, and appropriate signage.

12.3.5 Encourages the design of attractive and safe highway streetscapes that provide landscaping and screening, height requirements, signage and draining within the implementing bylaws for commercial uses.

SITE VISIT

A site visit was undertaken on September 17 2020.





**Figure 3: Front entrance of subject building, where the illuminated sign is proposed to be located**



**Figure 4: Front elevation of subject building as seen from parking area and facing north**





Figure 5: Front elevation of subject building as seen from parking area and facing south



Figure 4: Front elevation of subject building, as seen from Lower Six Mile Rd



Figure 7: Front elevation including proposed signage as submitted by Applicant

**SECTION 3: DETAILED ANALYSIS**

**a. Financial Considerations – Cost and Resource Allocations:**

<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov't Approvals req'd:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

The \$500 fee for a Development Variance Permit was paid pursuant to RDCK Planning Procedures and Fees Bylaw No. 2457, 2015.

**b. Legislative Considerations:**

Under Section 494 of the Local Government Act, the Board has the authority to vary provisions of a zoning bylaw (other than use or density) through a Development Variance Permit.

**c. Environmental Considerations:**

No negative environmental impacts anticipated.

**d. Social Considerations:**

No negative social impacts anticipated.

**e. Economic Considerations:**

None anticipated.

**f. Communication Considerations:**



As per the requirements of the Local Government Act and the Planning Procedures and Fees Bylaw No. 2457, 2015, notices were mailed out to surrounding properties within a 100 metre radius of the subject property on September 03 2020.

One letter of response was received which was concerned with possible impact of the illuminated sign of neighbouring properties, and particularly the glare from the sign into the neighbouring property's front yard and kitchen window. Another letter received from a neighbouring property stated that the sign would not be much larger than that which had been in place originally, and provided that the illumination was not garish, would have the potential to help with lighting issues at the intersection.

A referral was sent to internal RDCK departments and external agencies. The following comments were received:

Ministry of Transportation and Infrastructure (MoTI)

*MoTI does not have any concerns with the proposal as long as the illumination does not distract highway traffic. No flashing or other distracting movements should be permitted.*

Local Area Director

No response received.

**g. Staffing/Departmental Workplan Considerations:**

Should the Board grant the Variance, Stagg will issue the Permit and register Notice of Permit on the Land Title.

**h. Board Strategic Plan/Priorities Considerations:**

The application fall under the operational role of Planning.

**SECTION 4: OPTIONS**

The subject property is designated as Industrial (M) under Electoral Area F Official Community Plan Bylaw No. 2214, 2012.

Objectives for land within this designation include maintaining and enhancing existing commercial land uses, and supporting new small scale commercial development proposals, provided that they are compatible with adjacent land uses and designations, and the character of the existing area, and mitigate visual impacts where development is proposed in visually sensitive areas. Development should also exhibit an attractive and safe streetscape by providing on-site landscaping and screening, and appropriate signage.

PLANNING DISCUSSION

The application seeks to enlarge the length of an illuminated sign to be located over the front entrance of the subject building from 1.5 metres to 2.3 metres. The LEDs used to illuminate the sign would measure to an illuminance level of 75 lumens, and would have a dimmer attached which would allow the brightness to be adjusted if required. The Applicant outlines that the purpose of this enlargement is to ensure that the sign can be seen from the public highway.

The subject property is located to the east of Highway 3A and the north of Lower Six Mile Rd, and comprises a number of industrial buildings which have recently undergone renovation. The subject building is located to the south-western corner of the lot, and is oriented to face west. The front elevation of the building is set back from the western lot line by approximately 14 metres, with a solid fence

screening the site from the public highway. The surrounding properties are primarily residential, albeit that the adjacent lot to the north is zoned as commercial.

The proposed sign would be located below an existing second floor window, and is considered to be proportionate to the scale of the front elevation. While the sign would be larger than permitted by the zoning bylaw, it is considered that the sign would sit comfortably within its context, and given the setback of the building, would not be an intrusive addition within the street scene. This setback would also limit potential distraction to traffic and highway users, and MoTI have raised no concerns with the proposal provided the sign does not flash or include other distracting movements. It is noted that the sign is proposed to be back-lit through static illumination, and is not therefore considered to be distracting to highway users.

A response has been received from a neighbouring property that raises concern with potential glare into habitable rooms of the residence. The Applicant outlines that the LEDs used for the sign would measure to an illuminance level of 75 lumens, and could be controlled by a dimmer if necessary. The proposed level of illuminance is considered to be modest, and is not considered to detract from the rural character of the locality. While the illuminated sign would be visible from outside the property boundaries, given its size and siting, it is not considered that the illumination would result in a level of glare that would extend beyond the property boundaries. The proposal is not therefore considered to result in adverse harm to the amenities of the neighbouring properties, and is considered to accord with subsection 618(6) of the relevant zoning bylaw.

#### Other Matters

It is noted that the application property is subject of a Commercial, Industrial, and High Density Residential Development Permit Area. The exemptions section of the DPA specifies under subsections 20.3.3 and 20.3.4 that a DP is not required for alterations to a building or structure involving only façade improvements to an area of less than 20% of the existing façade, and minor alterations that do not alter or affect requirements for parking, landscaping, access, or alter the building footprint.

The proposed development comprises a minor alteration and façade improvement to an area less than 20% of the existing façade. As such, the development is considered to be exempt from the requirement to submit a Development Permit.

#### Conclusion

It is considered that the proposed Variance to enlarge the length of an illuminated sign above the front entrance is acceptable for the following reasons:

- 1) The proposal would appropriately reflect the character of the subject building, and would not result in harm to the visual amenities of the street scene;
- 2) The proposal would not result in harm to the safety of the public highway, and MoTI have raised no concerns in this respect; and
- 3) The level of illumination is considered to accord with subsection 618(6) of the relevant bylaw.

For the reasons listed above, Staff recommend that the Variance be APPROVED, as per Option 1.

#### Option 1

That the Board APPROVE the issuance of Development Variance Permit V2015F-03544.050-Green\_Light\_Solutions-DVP000197 to Green Light Solutions Corp for the property located at 2719 Lower

Six Mile Rd, and legally described as LOT 1 PLAN EPP20302 DISTRICT LOT 787 KOOTENAY LAND DISTRICT (PID: 028-872-673) to vary:

Section 618(2)(c) of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

FROM: 1.5 metres

TO: 2.3 metres

Option 2

That the Board NOT APPROVE the issuance of Development Variance Permit V2015F-03544.050-Green\_Light\_Solutions-DVP000197 to Green Light Solutions Corp for the property located at 2719 Lower Six Mile Rd, and legally described as LOT 1 PLAN EPP20302 DISTRICT LOT 787 KOOTENAY LAND DISTRICT (PID: 028-872-673).

**SECTION 5: RECOMMENDATION(S)**

That the Board APPROVE the issuance of Development Variance Permit V2015F-03544.050-Green\_Light\_Solutions-DVP000197 to Green Light Solutions for the property located at 2719 Lower Six Mile Rd, and legally described as LOT 1 PLAN EPP20302 DISTRICT LOT 787 KOOTENAY LAND DISTRICT (PID:028-872-673) to vary:

Section 618(2)(c) of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004

FROM: 1.5 metres

TO: 2.3 metres

Respectfully submitted,

Originally signed by Tamara Dale.

Tamara Dale  
Planner

**CONCURRENCE**

**Initials:**

Chief Administrative Officer Digitally approved by Stuart Horn.

General Manager of Development and Community Sustainability Services Digitally approved by Sangita Sudan.

Planning Manager Digitally approved by Nelson Wight.

**ATTACHMENTS:**

**Attachment A – Draft Development Variance Permit**

**Attachment B – Sign Specifications**



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**DEVELOPMENT VARIANCE PERMIT**

**Planning File No. V2015F**

Date:

Issued pursuant to Section 498 of the *Local Government Act*

TO: Green Light Solutions Corp

AGENT: N/A

**ADMINISTRATION**

1. This Development Variance Permit (DVP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this DVP, and any plans and specifications attached to this Permit that shall form a part thereof.
3. This DVP is not a Building Permit.

**APPLICABILITY**

4. This DVP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: 2719 LOWER SIX MILE RD, SIX MILE, BC

Legal: LOT 1 PLAN EPP20302 DISTRICT LOT 787 KOOTENAY LAND DISTRICT  
PID (028-872-673)

**CONDITIONS**

5. Development Variance

Section 618(2)(c) of Electoral Areas F, I, J and K Zoning Bylaw No. 1675, 2004 is varied as follows:

From: A maximum width of **1.5 metres**

To: A maximum width of **2.3 metres**

as shown on Schedule '1' and '2'.

**SUBJECT TO:** The variance only applies to the subject sign as shown in Schedule 3.

6. Schedule

If the holder of the DVP does not substantially start any construction or does not register the subdivision with respect to which the permit was issued within two years after the date it is issued, the permit lapses.

7. Other

Authorized resolution [*enter resolution number*] passed by the RDCK Board on the day of \_\_\_\_\_, 20\_\_\_\_\_.

The Corporate Seal of  
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY  
was hereunto affixed in the presence of:

\_\_\_\_\_  
Aimee Watson, Board Chair

\_\_\_\_\_  
Mike Morrison, Corporate Officer



**Schedule 1: Subject Property**



Schedule 2: Site Plan



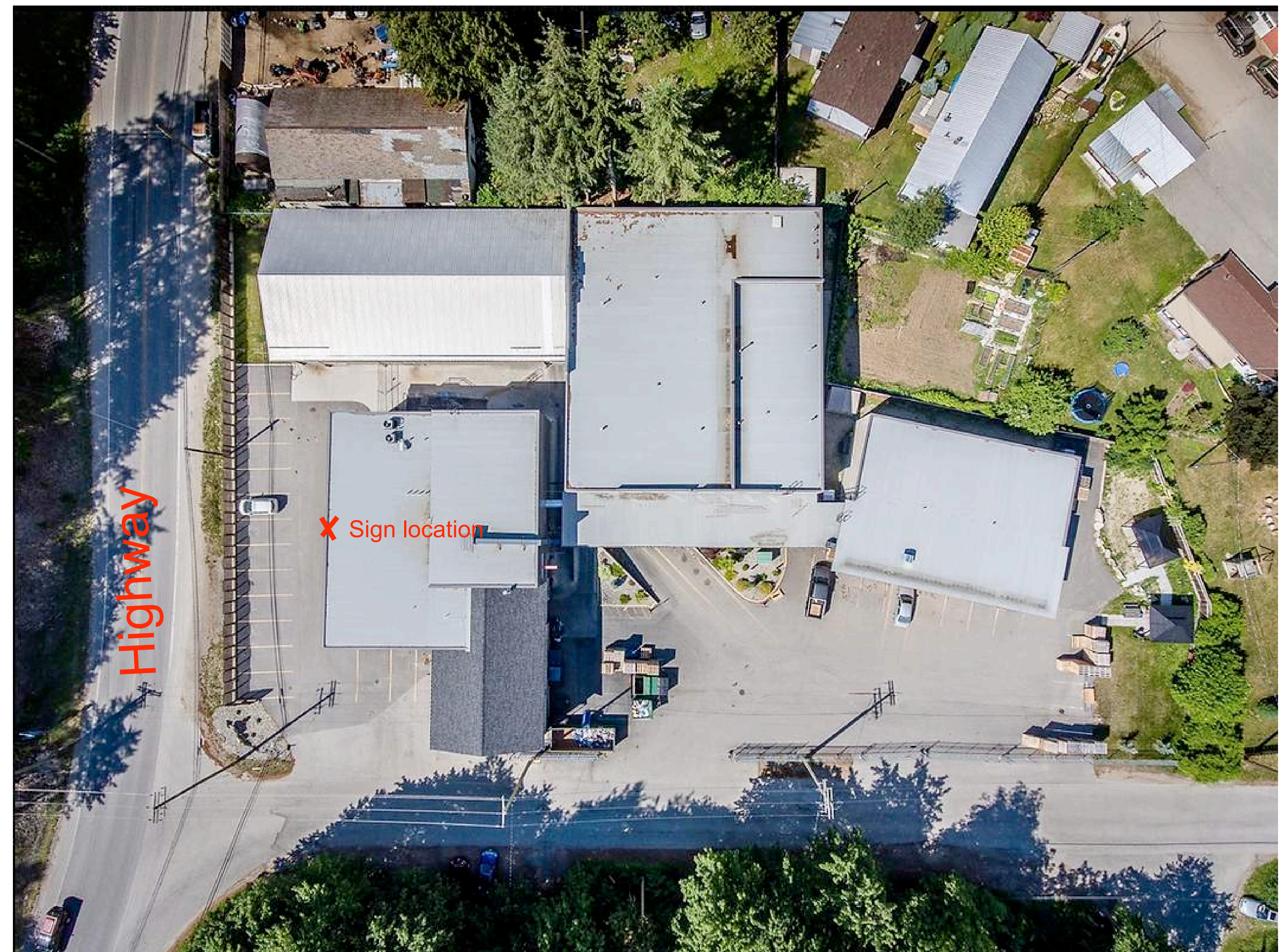
Schedule 3: Sign Specification



# E. SITE PLAN - Green light Solutions 2722 3A Hwy, Nelson, BC V1L 6L6



**F. PROPOSAL SUMMARY** Signage to be larger than normal regulations. Any smaller and the sign won't be visible to the HWY



**GLO-TECH**  
**SIGNS**  
 GLO-TECH.CA 1955 HWY 3A UNIT 701  
 TEL: 250-352-5201 NELSON, BC V1L 6T4

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**PLANNING SERVICES  
QUARTERLY REPORT OF NEW APPLICATIONS AND REFERRALS**

**OCTOBER 2020  
RURAL AFFAIRS COMMITTEE MEETING  
(JULY TO SEPTEMBER 2020)**

**DEVELOPMENT PERMIT APPLICATIONS**

EA	File Number	Applicant	Proposal	Bylaw	Status
A	DP2004A	Lockhart	Residential Cluster DP to construct garage addition	2315	Completed
E	DP2005E	Reid	Watercourse DP to construct dwelling with WDP area	2260	In Progress

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

EA	File Number	Applicant	Proposal	Bylaw	Status
F	V2011F	Guignon	Reduce setback from front lot line to construct a deck addition.	1675	In Progress
F	V2012F	Mucha	Reduce setback from front lot line to construct retaining wall	1675	Completed
J	V2013J	MacFarlane	Reduce setback from front lot line to bring existing structure into compliance.	1675	In Progress
J	V2014J	Ward	To allow for placement of a shipping container.	1675	In Progress
F	V2015F	Green Light Solutions Corp.	Increase the width of a sign to place an illuminated sign above the front entrance.	1675	In Progress

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS cont.**

J	V2016J	Carlson	Reduce setback from front lot line to place a manufactured home and increase footprint of accessory building prior to dwelling.	1675	In Progress
I	V2017I	Marks	Increase height of an accessory building.	1675	In Progress
B	V2018B	Poohachoff	Reduce setbacks from front and interior lot line to bring existing shop into compliance and construct lean-to addition.	2316	In Progress

**FLOODPLAIN EXEMPTION APPLICATIONS**

EA	File Number	Applicant	Proposal	Bylaw	Status
E	F2002E	Reid	Reduce setback from watercourse to 10 metres to construct dwelling	2080	In Progress

**BYLAW AMENDMENT APPLICATIONS**

EA	File Number	Applicant	Proposal	Bylaw	Status
I	Z2005I	Tarrys Community Hall	Agriculture to Institutional to allow for daycare operations.	1675	In Progress
K	Z2006K	Doukhobor Heritage Retreat	Site Specific to enable commercial water extraction and bulk water sales under Resort Commercial zoning.	1675	In Progress



**BYLAW AMENDMENT APPLICATIONS cont.**

F	Z2007F	McCormick	Rural Residential to Agriculture to allow for Cannabis Micro-Cultivation and Micro-Processing.	1675	In Progress
J	Z2008J	Seville	Country Residential to Suburban Residential to enable 2 lot subdivision.	1675	In Progress

**REFERRALS****AGRICULTURAL LAND RESERVE Applications REFERRED from ALC**

EA	File Number	Applicant	Proposal	Bylaw	Status
E	A2005E	Schirp	Subdivision	None	On Hold
E	A2006E	Guille	Exclusion	None	In Progress
E	A2007E	Guille	Exclusion	None	In Progress
E	A2008E	Grosch	Exclusion	None	In Progress
Hn	A2009Hn	Grierson	Subdivision	1967	In Progress
E	A2010E	Schirp	Exclusion	None	In Progress
E	A2011E	Towill	Exclusion	None	In Progress
E	A2012E	Robinson	Exclusion	None	In Progress
E	A2013E	Shea	Exclusion	None	In Progress
E	A2014E	Collinge	Exclusion	None	In Progress
E	A2015E	Slater	Exclusion	None	In Progress
E	A2016E	Worman	Exclusion	None	In Progress
E	A2017E	Staebler	Exclusion	None	In Progress
E	A2018Hs	England	Subdivision	None	In Progress

**AGRICULTURAL LAND RESERVE Applications REFERRED from ALC cont.**

E	A2019E	King	Exclusion	None	In Progress
E	A2020E	Woodbeck	Exclusion	None	In Progress
E	A2021E	Kellner	Exclusion	None	In Progress
E	A2022E	Devine	Exclusion	None	In Progress

**ACCRETION Applications REFERRED from Surveyor General**

EA	File Number	Applicant	Intended Use
D	R2040D	Amundsen Enterprises	Accretion
E	R2041E	Ward Engineering	Accretion
E	R2042E	Lazier	Accretion
A	R2044A	Edworthy	Accretion

**CROWN LAND Applications REFERRED from Natural Resource Operations**

EA	File Number	Applicant	Intended Use
D, Hn	R2039D&Hn	Mount Brennan Backwoods	Adventure Tourism/Commercial Recreational
D	R2046D	Brenton Industries	Notice of Works
A	R2047A	Sha-Daine Holdings Ltd.	Notice of Works
J	R2048J	Bankert	Transportation
K	R2050K	BC Hydro	Industrial
E	R2051E	Whitewater	All Seasons Resort/Alpine Skiing
	R2052	East Shore Trail and Bike Association	Trails and Recreation Facilities

**FORESTRY Applications REFERRED from Forestry Companies**

EA	File Number	Applicant	Intended Use
E	R2045E	Porcupine Wood Products	Cutting

**MUNICIPAL Applications REFERRED from Local Governments**

EA	File Number	Applicant	Intended Use
NAK	R2043NAK	Village of Nakusp	Official Community Plan updates
NEL	R2049NEL	City of Nelson	Development Variance Permit

**NEW SUBDIVISION Applications REFERRED from Ministry of Transportation**

File #	Applicant	Lots
S2027C	MCM Holsteins Ltd.	BA
S2028D	Brinkman	2
S2029A	Corsson Milling & Wood Products	2
S2030Hs	Lajeunesse & Couture	BA
S2031E	Thompson	4

File #	Applicant	Lots
S2032C	Nemeth	3
S2033J	Hadikin	5
S2034J	Costa	4
S2035J	Groutage	BA
D2036Hn	Schwartz	2
S2037E	McEwen	RC
S2038E	Mori	2

BA = boundary adjustment; RC = road closure; CONS = consolidation

**SUMMARY OF APPLICATIONS AND REFERRALS (3<sup>RD</sup> QUARTER) - ELECTORAL AREAS**

July 1 to September 30, 2020	Electoral Area												Total
	VAR	A	B	C	D	E	F	G	H	I	J	K	
Rezoning/Land Use Amendments							1			1	1	1	4
Temporary Commercial/Industrial													0
Development Permit		1				1							2
Development Variance			1				3			1	3		8
Board of Variance													0
Floodplain Relaxation						1							1
ALR Applications													-
Inclusion													0
Exclusion						15							15
Subdivide						1			2				3
Non-Farm Use													0
Non-Adhering Residential Use													0
Subdivision Referrals		1		2	1	3			2		3		12
Strata Title Conversion													0
Soil Removal & Deposit Permit													0
NOW Referrals (Mines Act)		1			1								2
Crown Referrals	1										1	1	3
Forest Referrals						1							1
Accretion Referrals		1			1	2							4
Industry Canada Referrals													0
Municipal Referrals	2												2
Manufactured Home Park													0
<b>All Application Types</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>24</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>8</b>	<b>2</b>	<b>55</b>

**SUMMARY OF APPLICATIONS AND REFERRALS (YEAR TO DATE) - ELECTORAL AREAS**

January 1 to September 30, 2020	Electoral Area												Total
	VAR	A	B	C	D	E	F	G	H	I	J	K	
Rezoning/Land Use Amendments		1	1				1	1		1	2	1	8
Temporary Commercial/Industrial		1						1					2
Development Permit		2				2						1	5
Development Variance			3				7	1		2	3	2	18
Board of Variance													0
Floodplain Relaxation						1	1						2
ALR Applications													-
Inclusion													0
Exclusion						15							15
Subdivide			1			2			2				5
Non-Farm Use													0
Non-Adhering Residential Use			1									1	2
Subdivision Referrals		4	4	4	2	5	3	1	6	2	6	1	38
Strata Title Conversion							1						1
Soil Removal & Deposit Permit													0
NOW Referrals (Mines Act)		1			1	2		1	2			1	8
Crown Referrals	5	2	2	1		1		1			5	2	19
Forest Referrals	3					2		2			2		9
Accretion Referrals		2			2	7							11
Industry Canada Referrals	4												0
Municipal Referrals													4
Manufactured Home Park													0
<b>All Application Types</b>	<b>12</b>	<b>13</b>	<b>12</b>	<b>5</b>	<b>5</b>	<b>37</b>	<b>13</b>	<b>8</b>	<b>10</b>	<b>5</b>	<b>18</b>	<b>9</b>	<b>56</b>





## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Committee Report

<b>Date of Report:</b>	September 22, 2020
<b>Date &amp; Type of Meeting:</b>	October 14, 2020 Rural Affairs Committee
<b>Author:</b>	Pamela Guille, Bylaw Enforcement
<b>Subject:</b>	RDCK BYLAW ENFORCEMENT NOTICE AND DISPUTE ADJUDICATION SYSTEM BYLAW NO. 2441, 2015
<b>File:</b>	3310-20-20 RDCK BYLAW ENFORCEMENT NOTICE AND DISPUTE ADJUDICATION SYSTEM AMENDING BYLAW NO. 2727, 2020

### SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board approval to repeal and replace schedules of the Regional District of Central Kootenay (RDCK) Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015 to update and align with other Regional District of Central Kootenay bylaws. The bylaw will be referred to in this report as BEN.

### SECTION 2: BACKGROUND / ANALYSIS

The bylaw offence notice and dispute adjudication bylaw or BEN, enables authorized RDCK staff to enforce regulatory bylaws such as the building bylaw, parks bylaw, zoning and land use bylaws, water bylaw and resource recovery bylaw by way of issuing fines addressing non-compliance.

In addition, without keeping the BEN Bylaw fine schedules current as amendments are made to the regulatory bylaws, bylaw enforcement by authorized RDCK staff would be limited and could result in court actions and cost approximately \$ 10, 000 – \$20, 000 per court matter.

Since the adoption of the RDCK Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015, some bylaws have been replaced or amended changing fine schedules including new fine provisions have been added and or obsolete fines have been removed. As a result Bylaw No. 2441, 2015 must be updated to reflect all of the changes for enforcement purposes with BEN Amending Bylaw 2727, 2020.

Changes are listed in the schedules listed below:

- Repeal and replace Schedule “A” -Appendices Index to identify the bylaw number appendix number;
- Repeal and replace Schedule “A” - Appendix 7 (Building Bylaw No. 2200, 2010)
- Repeal and replace Schedule “A” - Appendix 9 (Regional Parks Regulation Bylaw No. 2173, 2011)
- Repeal and replace Schedule “A” - Appendix 11 (Area A Comprehensive Land Use Bylaw No.2315,2013)
- Repeal and replace Schedule “A” -Appendix 12 (Area B Comprehensive Land Use Bylaw No.2316, 2013)
- Repeal and replace Schedule “A”-Appendix 13 (Area C Comprehensive Land Use Bylaw No. 2317, 2013)
- Repeal and replace Schedule “A” - Appendix 14 (Area D Comprehensive Land Use Bylaw No. 2435,2016)
- Repeal and replace Schedule “A” - Appendix 15 (Area ‘G’ Land Use Bylaw No. 2452, 2018 – This Bylaw has been repealed and replaced)
- Repeal and replace Schedule “A” -Appendix 16 (RDCK Zoning Bylaw No. 1675, 2004)

- Repeal and replace Schedule “A” - Appendix 18 (RDCK Water Bylaw No. 2712, 2020 – This Bylaw has been repealed and replaced.)

By adopting the BEN Amending Bylaw No. 2727, 2020 bylaw enforcement actions can be taken by Bylaw Enforcement and other authorized RDCK staff to issue fines when addressing non-compliance in circumstances where voluntary compliance is not met.

**SECTION 3: DETAILED ANALYSIS**

**a. Financial Considerations – Cost and Resource Allocations:**

<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov’t Approvals req’d:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

N/A

**b. Legislative Considerations (Applicable Policies and/or Bylaws):**

RDCK Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2727, 2020 be adopted to authorize Bylaw Enforcement and other authorized RDCK staff to issue fines when addressing non-compliance.

**c. Environmental Considerations:**

N/A

**d. Social Considerations:**

N/A

**e. Economic Considerations:**

N/A

**f. Communication Considerations:**

N/A

**g. Staffing/Departmental Workplan Considerations:**

Administering the Bylaw Enforcement Notice and Dispute Adjudication System Bylaw and subsequent amendments is within the scope of Bylaw Enforcement staff duties and workplan.

**h. Board Strategic Plan/Priorities Considerations:**

This application falls under the operational role of Bylaw Enforcement Services.

**SECTION 4: OPTIONS & PROS / CONS**

The bylaw offence notice and dispute adjudication bylaw enables authorized RDCK staff to enforce the building bylaw, parks bylaw, zoning and land use bylaws, water bylaw and resource recovery bylaw by way of issuing fines to address non-compliance.

Option 1: That the Regional Board adopt the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2727, 2020.

Option 2: That the Regional Board defer adopting the Regional District of Central Kootenay Bylaw Notice and Dispute Adjudication System Amending Bylaw No. 2727, 2020.

**SECTION 5: RECOMMENDATION(S)**

That the RDCK Bylaw Enforcement Notice and Dispute System Amendment Bylaw No. 2727, 2020 is hereby read a FIRST, SECOND and THIRD time by content.

That the RDCK Bylaw Enforcement Notice and Dispute System Amendment Bylaw No, 2727, 2020, is hereby adopted and the Chair and Corporate Officer are authorized to sign same.

Respectfully submitted,

Signature: *Pamela Guille*

Name: Pamela Guille, Bylaw Enforcement

**CONCURRENCE**

**Initials:**

Chief Administrative Officer  
General Manager of Development Services

**ATTACHMENTS:**

**Attachment A – RDCK BYLAW ENFORCEMENT NOTICE AND DISPUTE ADJUDICATION AMENDING BYLAW NO. 2727, 2020**

# REGIONAL DISTRICT OF CENTRAL KOOTENAY

## Bylaw No. 2727

---

A Bylaw to amend Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015.

---

WHEREAS it is deemed expedient to amend the Schedule A - Designated Bylaw Contraventions and Penalties of the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015;

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meeting assembled enacts as follows:

**1** The Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2441, 2015 is hereby amended and the following Schedule A – Designated Bylaw Contraventions and Penalties replace the associated appendices to form as part of this bylaw:

- (a) Schedule 'A' Appendices Index;
- (b) Schedule 'A' – Appendix 7;
- (c) Schedule 'A' - Appendix 9;
- (d) Schedule 'A' - Appendix 11;
- (e) Schedule 'A' - Appendix 12;
- (f) Schedule 'A' - Appendix 13;
- (g) Schedule 'A' – Appendix 14;
- (h) Schedule 'A' – Appendix 15;
- (i) Schedule 'A' – Appendix 16; and
- (j) Schedule 'A' – Appendix 18.

**2** This Bylaw may be cited as **“Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 2727, 2020.”**

READ A FIRST TIME this 15<sup>th</sup> day of October, 2020.

READ A SECOND TIME this 15<sup>th</sup> day of October, 2020.

READ A THIRD TIME this 15<sup>th</sup> day of October, 2020.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 15<sup>th</sup> day of October, 2020.

---

Aimee Watson, Board Chair

---

Mike Morrison, Corporate Officer

## SCHEDULE “A” – APPENDICES INDEX

APPENDIX	BYLAW	BYLAW NO.
Appendix 1	Unsightly Property Bylaw	No. 1687, 2004
Appendix 2	Noise Control Bylaw	No. 2440, 2015
Appendix 3	Nuisance Bylaw	No. 2043, 2009
Appendix 4	E/F Dog Control Regulatory Bylaw	No. 2387, 2014
Appendix 5	Specified Portions I/J Dog Control Bylaw	No. 2388, 2014
Appendix 6	Define Area K Dog Control Bylaw	No. 2389, 2014
Appendix 7	Building Bylaw	No. 2200, 2010
Appendix 8	Soil Removal/Deposit Bylaw	No. 1183, 1996
Appendix 9	Parks Regulation Bylaw	No. 2173, 2011
Appendix 10	Manufactured Home Parks Bylaw	No. 1082, 1995
Appendix 11	Area “A” Comprehensive Land Use Bylaw	No. 2315, 2013
Appendix 12	Area ‘B’ Comprehensive Land Use Bylaw	No. 2316, 2013
Appendix 13	Area ‘C’ Comprehensive Land Use Bylaw	No. 2317, 2013
Appendix 14	Area ‘D’ Comprehensive Land Use Bylaw	No. 2435, 2016
Appendix 15	Area ‘G’ Land Use Bylaw	No. 2452, 2018
Appendix 16	RDCK Zoning Bylaw	No. 1675, 2004
Appendix 17	Resource Recovery Facilities Regulatory Bylaw	No. 2433, 2015
Appendix 18	Regional District of Central Kootenay Water Bylaw	No. 2712, 2020



Schedule 'A'

APPENDIX 7

Building Bylaw No. 2200, 2010

Bylaw Section	Description The following fines apply to the Contraventions Below (\$)	A1 Penalty Amount	A2 Discounted Penalty: Within 14 days (\$)	A3 Late Payment After 28 days (\$)	A4 Compliance Agreement Availability & Discount (%)
6.1	Fail to Obtain Building or Plumbing Permit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
6.2	Occupy Without an Occupancy Permit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
6.4	Tamper With Notice 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
6.5	Doing Construction that is at Variance with Permit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
6.6	Obstruct Entry of Building Inspector 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.4 18.5	Fail to Obtain Inspection and Receive Acceptance Prior to Concealing 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
20.2	Fail to Provide Proper Fencing Around Swimming Pool 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
22.5	Fail to Obey Stop Work Order 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
22.7	Fail to Comply With a Do Not Occupy Notice 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A

Schedule 'A'

APPENDIX 9

Parks Regulation Bylaw No. 2173, 2011

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
4 5	Obstruct Authorized Personnel	200	200	275	N/A
7	In Park After Hours	150	150	225	N/A
10	Post Unauthorized Notice / Sign in Park	100	100	175	N/A
11	Riding / Leading Unauthorized Animal in Park	150	100	225	N/A
12	Allowing any Animal to Be at Large in Park	150	100	225	N/A
13(a)	Fail to Keep Dog Under Control in Park	200	175	275	N/A
13(b)	Unleashed Dog in Park	175	150	250	N/A
13(c)	Fail to Remove / Restrain Dog in Park	250	200	275	N/A
13(e)	Fail to Remove Feces in Park	150	100	175	N/A
14	Equine or Other Animal Used for Packing in Unauthorized Area	100	100	175	N/A
15	Fail to Remove Manure in Park	100	100	175	N/A
16	Unauthorized Overnight Camping / Mooring in Park	250	200	275	N/A
18	Camp in Park Beyond Authorized Time Limit	100	100	175	N/A
19(b)	Possess / Consume Liquor in Unauthorized Location in Park	250	200	275	N/A
21	Damage or Destroy Structures or Natural Material in Park	450	400	475	N/A

Schedule 'A'

APPENDIX 9

Parks Regulation Bylaw No. 2173, 2011

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
22	Fire in Other than Designated Fire Ring or Receptacle, or Where Prohibited in Park	300	300	375	N/A
23	Damage Vegetative Growth in Park to Start Fire	150	100	175	N/A
24	Unattended Fire in Park	500	500	500	N/A
25	Burning Unsuitable Materials in Park	300	300	300	N/A
26	Unauthorized Hunting / Harassing of Wildlife in Park	500	500	500	N/A
26	Unauthorized Discharge of Firearm, Bow or Crossbow in Park	500	500	500	N/A
27	Unauthorized Deposit of Litter or Other Waste in Park	150	100	175	N/A
28	Transport Litter or Other Waste to Park for Disposal	200	200	275	N/A
31	Hinder Authorized Personnel	200	150	275	N/A
32	Unauthorized Commercial Use in Park	300	250	375	N/A
33	Conduct or Hold Special Use Without a Park Use Permit in Park	300	250	375	N/A
34	Park Use Permit Area Unightly	300	250	375	N/A
35(a)	Activity Not Confined to Permit Regulations	150	100	175	N/A
35(b)(i-v)	Non-Compliance with Park Use Permit	250	200	275	N/A
40	Bicycles off Designated Area / Trail in Park	150	100	175	N/A

Schedule 'A'

APPENDIX 9

Parks Regulation Bylaw No. 2173, 2011

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
41(a)	Operate Motor Vehicle Below Natural Boundary in Park	200	200	275	N/A
41(b)	Motor Vehicle in Unauthorized Use Area of Park	450	400	475	N/A
41(c)	Motorized Vehicle Operating in Unauthorized Areas	450	400	475	N/A
41(d)	Obstruct Free Use And Enjoyment in Park	300	250	375	N/A
41(e)	Unauthorized Parking of Motor Vehicle in Park	100	75	150	N/A
43	Operate a Watercraft Within a Swimming Area in Park	400	400	475	N/A
44	Use of Motorized Watercraft Within 30 Metres of a Swimming Area in Park	200	200	275	N/A
45	Unauthorized Mooring or Storage of Watercraft in Park	300	300	375	N/A
46 47	Watercraft in Park Out of Permitted Hours	200	150	275	N/A
48	Unauthorized Overnight Moorage in Park	300	300	375	N/A
51	Disposing Rubbish Overboard or on Moorage	150	100	175	N/A
53	Unauthorized Aircraft in Park	200	150	275	N/A
54	Unauthorized Fireworks, Firecrackers or Explosive Materials in Park	350	300	375	N/A



Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.2	Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.17 18.18 18.20	Unauthorized Location of Principal or Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.25	Proprietor for Home Based Business not a Resident 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.26	Home Based Business not Contained Within a Dwelling Unit or Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.27 18.28	Oversized Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.29 18.30 18.40 21.18	Unauthorized Number of Non-Resident Employees 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.31 18.41	Unauthorized Changes to External Appearance of Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.31(a) 18.31(b) 18.41(a) 18.41(b)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.32 21.19	Outdoor Storage Not Screened as Required 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.33 21.21	More Noise, Traffic, Vibration, Smoke, Odour, Glare or Electrical Interference or Emissions than Normally Associated with Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.19 18.34 21.11 21.17 22.6 22.7 22.13 25.7 25.9(b) 25.14 25.15 29.4 30.5 31.4 31.5 34.4 36.3	Insufficient Setback From Lot or Property Lines 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.35(a) 18.35(b)	Repair Vehicles Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.36	Taking Care of More Than 8 Individuals at one Time - Home Occupations 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.37 21.20	Retail Sale of Products Not Made on Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.39 21.15	Proprietor or Property Owner Not in Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.42	Bed and Breakfast Not Confined to Principal Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.43 18.44	Sleeping Rooms over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.45	Camping Site Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.45 18.46 18.47	Unauthorized Camping Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.49	No Washroom Facilities provided for Camping Operation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.50	Unauthorized Use on Tourist Camping Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.51	Outdoor Storage of Wrecked Vehicles Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.53(a) 18.53(b) 18.53(c)	Shipping Containers Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.54	Shipping Containers Not Screened 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.73	More Than 1 Vehicle Over 4,000 Kg. G.V.W. 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
<b>18.73</b>	More Than 2 Recreation Vehicles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.76</b>	Insufficient Off Street Loading Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.56</b> <b>19.15</b> <b>20.13</b> <b>20.18</b> <b>21.29</b> <b>22.18</b>	Insufficient Off Street Parking & Loading Spaces 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.78</b>	Keeping Farm Animals Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.78(c)</b> <b>25.7</b>	Unauthorized Location of Animal Shelter or Enclosures or Troughs or Manure Piles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.83</b>	Unauthorized Location of Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.84(a)</b> <b>18.84(b)</b> <b>18.84(c)</b>	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>18.85</b>	Illegal Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description The following fines apply to the Contraventions Below (\$)	A1 Penalty Amount	A2 Discounted Penalty: Within 14 days (\$)	A3 Late Payment After 28 days (\$)	A4 Compliance Agreement Availability & Discount (%)
18.102a) 18.102(b) 18.103 18.104 23.3 24.4 26.5 27.4 28.4 28.5 29.6 30.7 31.7 36.4	Insufficient Landscape Screening 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.1 20.1 21.1 22.1 23.1 24.1 25.1 26.1 27.1 28.1 29.1 30.1 31.1 32.1 33.1 34.1 35.1 36.1 37.1 38.1	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description The following fines apply to the Contraventions Below (\$)	A1 Penalty Amount	A2 Discounted Penalty: Within 14 days (\$)	A3 Late Payment After 28 days (\$)	A4 Compliance Agreement Availability & Discount (%)
19.3 19.4 20.4 21.3 22.3 24.3 25.3 26.3 27.3 28.3 29.3 30.4 31.3 33.3	Exceeds Maximum Site/Lot Coverage 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.6	Farm Animals Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.7 25.16 29.5 30.6 31.6	Over height Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.8 20.8 21.8 22.10 25.16	Over height Accessory Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.12	Over height Fence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.9 19.10 20.9 20.10 21.9 21.10 22.11 22.12	Oversized Accessory Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
19.13(a) 20.11(a)	Accessory Dwelling Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.13(b) 20.11(b)	Oversized Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.13(c) 20.11(c)	Vehicle Used as Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.14 20.12 20.17 21.28	Insufficient Separation Distance 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.16 20.14	Accessory Dwelling Used for Tourist Accommodation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
20.15(a) 21.26(a) 22.15(a)	Temporary Guest Cabin Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
20.15(b) 21.26(b) 22.15(b)	Temporary Guest Cabin Over Sized 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
21.14	Portable Sawmill Engine Over 42 Horsepower 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
21.22	Portable Sawmill or Wood Product Manufacturing Operating Out of Permitted Hours 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 11

Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
21.23	Operating Sawmill or Wood Product Manufacturing on Sunday or Holiday 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.7 25.10	Kennel Dogs Out Of Building between 8 pm and 7 am 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.8 25.11	Number of Kennel Dogs over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
25.4	Maximum Farm Residential Footprint Exceeded 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
25.17	Maximum Footprint Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
25.18	Maximum G.F.A Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
26.4	Commercial Floor Exceeds 500 Square Meters 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
33.4	Maximum G.F.A Exceeded for Heritage Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
16.2	Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.17 16.18 16.20	Unauthorized Location of Principal or Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.26	Proprietor for Home Based Business not in Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.27	Home Based Business not Contained Within a Dwelling Unit or Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.28 16.29	Oversized Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.30 16.31 16.41 19.17(f)	Unauthorized Number of Non-Resident Employees 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.32 16.42	Unauthorized Changes to External Appearance of Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.32(a) 16.32(b) 16.42(a) 16.42(b)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.33 19.17(g) 32.8	Outdoor Storage Not Screened as Required 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
16.34 19.17(i)	More Noise, Traffic, Vibration, Smoke, Odour, Glare or Electrical Interference or Emissions than Normally Associated with Dwelling  1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.19 16.35 16.79(b) 19.11 19.17(e) 20.6 20.7 20.12 23.12 23.13 23.14 24.11 24.13 24.14 25.12 25.13 29.4 30.5 31.4 31.5 33.4 36.4 38.3	Insufficient Setback From Lot or Property Lines  1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.36(a) 16.36(b)	Repair Vehicles Over Limit  1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.37	Taking Care of More Than 8 Individuals at one Time - Home Occupations  1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
16.40 19.17(c)	Proprietor or Property Owner Not in Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.43	Bed and Breakfast Not Confined to Principal Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.44 16.45	Sleeping Rooms Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.46	Camping Sites Over Allowed Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.47 16.48 16.49	Unauthorized Camping Sites 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.50	<b>No Washroom Facilities provided for Camping Operation</b> 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.51	Unauthorized Use on Tourist Camping Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.52	Outdoor Storage of Wrecked Vehicles Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.54(a) 16.54(b) 16.54(c)	Shipping Containers Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.55	Shipping Containers Not Screened 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
16.74	More Than 1 Vehicle Over 4000 Kg G.V.W. 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.74	More Than 2 Recreation Vehicles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.57	Insufficient Off Street Loading Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.78 17.15 18.13 19.15 19.17(g)	Insufficient Off Street Parking & Loading Spaces 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.79	Keeping of Farm Animals Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.79(c) 23.8 24.8 25.8	Unauthorized Location of Animal Shelter or Enclosures or Troughs or Manure Piles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.84	Unauthorized Location of Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.85(a) 16.85(b) 16.85(c)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
16.86	Illegal Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
21.3 28.5 22.4 29.6 26.5 30.7 27.4 31.7 28.4 35.5 38.4	Insufficient Landscape Screening 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.1 29.1 18.1 30.1 19.1 31.1 20.1 32.1 21.1 33.1 22.1 34.1 23.1 35.1 24.1 36.1 25.1 37.1 26.1 38.1 27.1 39.1 28.1 40.1	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.3 25.5 18.4 25.15 19.3 26.3 20.3 27.3 22.3 28.3 23.4 29.3 23.5 30.4 23.16 31.3 24.4 32.5 24.5 33.3 24.16 35.3 25.4	Exceeds Maximum Site/Lot Coverage 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.6	Farm Animals Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
16.25 17.7 17.8 18.8 19.8 20.9 24.15 25.14 29.5 30.6 31.6 32.6 33.2	Over height Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.12	Over height Fence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.9 17.10 18.9 18.10 19.9 19.10 20.10 20.11	Oversized Accessory Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.13 18.11 19.13	Accessory Dwelling Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.13(b) 18.11(b) 19.13(b)	Oversized Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.13(c) 18.11(c) 19.13(c)	Vehicle Used as Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.14 18.12 19.14	Insufficient Separation Distance 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.16 18.14 19.16	Accessory Dwelling Used for Tourist Accommodation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.17(b)	Portable Sawmill Engine over 42 Horsepower 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.17(j)	Portable Sawmill or Small Scale Wood Product Manufacturing Operating Outside of Permitted Hours 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.17(j)	Operating Sawmill of Small Scale Wood Manufacturing on Sunday or Statutory Holiday 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
23.12 24.11	Kennel Dogs Out of Building between 8pm and 7 am 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
23.5 24.5 25.5	Maximum Farm Residential Footprint Exceeded 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
23.16 24.16 25.15	Maximum Footprint Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
23.17 24.17 25.16	Maximum G.F.A Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
26.4	Commercial Floor Area Exceeds 500 Square Metres 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 12

Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
<b>35.4</b>	<b>Maximum G.F.A Exceeded for Heritage Facilities</b>				
	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
	3 <sup>rd</sup> & Subsequent	400	375	475	N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.2	Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.17 17.18 17.20	Unauthorized Location of Principal or Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.25	Proprietor for Home Based Business not a Resident 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.26	Home Based Business not Contained Within a Dwelling Unit or Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.27 17.28	Oversized Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.29 17.30 17.40 20.17(f)	Unauthorized Number of Non-Resident Employees 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.31 17.41	Unauthorized Changes to External Appearance of Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.31(a) 17.31(b) 17.41(a) 17.41(b)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.32 20.17(g)	Outdoor Storage Not Screened as Required 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.33 20.17(i)	More Noise, Traffic, Vibration, Smoke, Odour, Glare or Electrical Interference or Emissions than Normally Associated with Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
19.6 20.7 20.11 20.17(e) 21.5 21.6 21.11 24.11 24.13 24.14 25.11 25.13 25.14 26.11 26.13 26.14 29.4 30.5 31.4 31.5 32.3 35.4	Insufficient Setback From Lot or Property Lines 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.35(a) 17.35(b)	Repair Vehicles Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.36	Taking Care of More Than 8 Individuals at one Time - Home Occupations 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.37 20.17(h)	Retail Sale of Products Not Made on Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.25 17.39 20.17(c)	Proprietor or Property Owner Not in Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.42	Bed and Breakfast Not Confined to Principal Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.43 17.44	Sleeping Rooms Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.45	Camping Sites Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.46 17.47	Unauthorized Camping Sites 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.49	No Washroom Facilities provided for Camping Operation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.50	Unauthorized Use on Tourist Camping Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.51	Outdoor Storage of Wrecked Vehicles Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.53(a) 17.53(b) 17.53(c)	Shipping Containers Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.55	Shipping Containers Not Screened 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.73	More Than 1 Vehicle Over 4000 Kg G.V.W. 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.73	More Than 2 Recreation Vehicles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.76	Insufficient Off Street Loading Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.38 17.57 18.15 19.13 20.15	Insufficient Off Street Parking & Loading Spaces 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.78	Keeping of Farm Animals Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.78(b) 17.78(c) 24.8 25.8 26.8	Unauthorized Location of Animal Shelter or Enclosures or Troughs or Manure Piles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.83	Unauthorized Location of Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
17.84(a) 17.84(b) 17.84(c)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
17.85	Illegal Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.3 30.7 23.4 31.7 27.5 32.4 28.4 34.5 29.6	Insufficient Landscape Screening 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.1 29.1 19.1 30.1 20.1 31.1 21.1 32.1 22.1 33.1 23.1 34.1 24.1 35.1 25.1 36.1 26.1 37.1 27.1 38.1 28.1	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.3 26.4 19.4 27.3 20.3 28.3 21.3 29.3 23.3 30.4 24.4 31.3 25.4 34.3	Exceeds Maximum Site / Lot Coverage 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.6	Farm Animals Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.7 24.15 25.15 26.15 29.5 30.6 31.6	Over height Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.8 19.8 20.8 21.8	Over height Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.12	Over height Fence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.9 18.10 19.9 19.10 20.9 20.10 21.9 21.10	Oversized Accessory Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.13(a) 19.11(a) 20.13(a)	Accessory Dwelling Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.13(b) 19.11(b) 20.13(b)	Oversized Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.13(c) 19.11(c) 20.13(c)	Vehicle Used as Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.14 19.13 20.14	Insufficient Separation Distance 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
18.16 19.14 20.16	Accessory Dwelling Used for Tourist Accommodation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
20.17(b)	Portable Sawmill Engine over 42 Horsepower 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 13

Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
20.17(j)	Portable Sawmill or Small Scale Wood Product Manufacturing Operating Outside of Permitted Hours 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
20.17(k)	Operating Sawmill of Small Scale Wood Manufacturing on Sunday or Statutory Holiday 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
24.5 25.5 26.5	Maximum Farm Residential Footprint Exceeded 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
24.16 25.16 26.16	Maximum Footprint Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
24.17 25.17 26.17	Maximum G.F.A Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
27.4	Commercial Floor Area Exceeds 500 Square Metres 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
34.4	Maximum G.F.A Exceeded for Heritage Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 14

Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
22.2	Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.16	Unauthorized Location of Principal or Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(a)	Proprietor for Home Based Business not a Resident 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(b)	Home Based Business not Contained Within A Dwelling Unit or Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(c)	Oversized Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(d) 22.22(c)	Unauthorized Number of Non-Resident Employees 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(e) 22.22(e) 22.23(e)	Unauthorized Changes to External Appearance of Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
22.21(e) 22.22(e) 22.23(e)	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 14

Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

<b>22.21(f)</b>		Outdoor Storage Not Screened as Required				
		1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
<b>22.21g</b>	<b>28.5</b>	Insufficient Setback From Lot or Property Lines				
<b>22.36c</b>	<b>28.6</b>					
<b>23.3</b>	<b>29.3</b>					
<b>23.4</b>	<b>29.4</b>					
<b>23.5</b>	<b>29.5</b>					
<b>23.6</b>	<b>29.6</b>					
<b>24.3</b>	<b>30.3</b>					
<b>24.4</b>	<b>30.4</b>					
<b>24.5</b>	<b>30.5</b>					
<b>24.6</b>	<b>30.6</b>					
<b>25.3</b>	<b>31.3</b>					
<b>25.4</b>	<b>31.4</b>					
<b>25.5</b>	<b>31.5</b>					
<b>25.6</b>	<b>31.6</b>					
<b>26.3</b>	<b>32.3</b>					
<b>26.4</b>	<b>32.4</b>					
<b>26.5</b>	<b>32.5</b>					
<b>26.6</b>	<b>32.6</b>					
<b>27.3</b>	<b>33.3</b>					
<b>27.4</b>	<b>33.4</b>					
<b>27.5</b>	<b>33.5</b>					
<b>27.6</b>	<b>33.6</b>					
<b>28.3</b>						
<b>28.4</b>						
<b>22.21(h)</b>		Repair Vehicles Over Limit				
		1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
<b>22.22(a)</b>		Bed and Breakfast Not Confined to The Principal Dwelling				
		1st & 2nd Offence	200	175	275	30%
		3rd & Subsequent	400	375	475	N/A
<b>22.22(b)</b>		Proprietor of Bed and Breakfast Not in Residence				
		1st & 2nd Offence	200	175	275	30%
		3rd & Subsequent	400	375	475	N/A

Schedule 'A'  
APPENDIX 14

Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

22.22(d) 22.23(d)	Sleeping Rooms over Permitted Limit	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.23(a)	Vacation Rental Not Confined to Principal Dwelling	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.23(b)	Vacation Rental Over Permitted Limit	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.23(c)	Unauthorized Vacation Rental	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.24	Outdoor Storage of Wrecked Vehicles Over Limit	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.25(a)	Shipping Containers Over Limit	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.30 22.31 22.32	Insufficient Off Street Parking	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.34	More Than 1 Vehicle over 4,000 kg G.V.W.	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.34	More Than 2 Recreation Vehicles	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.27	Insufficient Off Street Parking and Loading Spaces	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A
22.35 22.36	Keeping of Farm Animals Over Limit	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	200	175	275	30%
		3 <sup>rd</sup> & Subsequent	400	375	475	N/A

Schedule 'A'  
APPENDIX 14

Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
23.1 24.1 25.1 26.1 27.1 28.1	29.1 30.1 31.1 32.1 33.1	Unauthorized Use of Land or Buildings or Structures  1st & 2nd Offence 3rd & Subsequent	  200 400	  175 375	  275 475	  30% N/A
23.7 24.7 26.7 27.7	28.7 29.7 30.7 31.7	Exceeds Maximum Site Coverage  1st & 2nd Offence 3rd & Subsequent	  200 400	  175 375	  275 475	  30% N/A
23.8 24.8 25.7 26.8	27.8 28.8 29.8	Over height Buildings or Structures  1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	  200 400	  175 375	  275 475	  30% N/A

Schedule 'A'

APPENDIX 15

Area 'G' Land Use Bylaw No. 2452, 2018

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.29		Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
19.1 20.1 21.1 22.1 23.1 24.1 25.1 26.1 27.1	28.1 29.1 30.1 31.1 32.1 33.1 34.1 35.1 36.1	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.30		Height Exceeded for Landscape Screening or Fencing 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.31 18.32 18.33		Insufficient Screening 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.35 18.36		Unauthorized Use of an Accessory Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.37		Unauthorized Accessory Dwelling or Size of an Accessory Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.38 18.52 18.54		Insufficient Off Street Parking or Loading 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A



Schedule 'A'

APPENDIX 15

Area 'G' Land Use Bylaw No. 2452, 2018

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
19.3	28.4	Insufficient Setback from Lot Lines or Property Lines	200	175	275	N/A
19.4	28.5					
19.5	28.6					
19.6	28.7	1 <sup>st</sup> & 2 <sup>nd</sup> Offence	400	375	475	N/A
		3 <sup>rd</sup> & Subsequent				N/A
20.3	28.8					
20.4	29.3					
20.5	29.4					
20.6	29.5					
21.4	29.6					
21.5	30.3					
21.6	30.4					
21.7	30.5					
21.12	30.6					
21.13	30.10					
21.14	30.11					
21.15	30.12					
22.4	30.13					
22.5	31.3					
22.6	31.4					
22.7	31.5					
22.12	31.6					
22.13	32.3					
22.14	32.4					
22.15	32.5					
23.3	32.6					
23.4	33.3					
23.5	33.4					
23.6	33.5					
24.3	33.6					
24.4	34.3					
24.5	34.4					
24.6	34.5					
25.3	34.6					
25.4	35.3					
25.5	35.4					
25.6	35.5					
26.3	35.6					
26.4	36.3					
26.5	36.4					
26.6	36.5					
26.7	36.6					
28.3						

Schedule 'A'

APPENDIX 15

Area 'G' Land Use Bylaw No. 2452, 2018

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
19.7 20.7 21.8 22.8 23.7 24.7 25.7	26.8 27.8 28.9 29.7 30.7 31.7 32.7	Maximum Site or Lot Coverage Exceeded 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
19.8 20.8 21.9 22.9 23.8 24.8	25.8 26.9 27.9 28.10 29.8 30.9	Building Height Exceeded 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
19.9 19.10 20.9 20.10 21.10	21.11 22.10 22.11 30.14 30.15	Maximum G.F.A./Footprint or Cumulative G.F.A Exceeded 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(a)		Home Based Business not Contained Within a Dwelling Unit of Accessory Building 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(b)		Proprietor for Home Based Business not a Resident 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(c)		Oversized Home Based Business 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(d) 18.41(c)		Unauthorized Number of Non-Resident Employees 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(e) 18.41(d)		Oversized Advertisement Sign 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A

Schedule 'A'

APPENDIX 15

Area 'G' Land Use Bylaw No. 2452, 2018

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.40(e) 18.41(d)	Unauthorized Changes to External Appearance of Building or Structure 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(f)	Outdoor Storage Not Screened as Required 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(g)	Insufficient Setback for Automotive Mechanical or Body Repair, Electronic Repair, Wood Working or Iron Working 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.40(h)	Vehicles For Repair Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.41(a)	Accessory Tourist Accommodation Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.41(b)	Proprietor for Accessory Tourist Accommodation not a Resident 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.41(e)	Sleeping Rooms over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.42(a) 18.42(d)	Unauthorized Camping Accommodation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A
18.42(c)	Unauthorized Camping Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	N/A N/A

Schedule 'A'

APPENDIX 15

Area 'G' Land Use Bylaw No. 2452, 2018

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
18.42(e)	No Washroom Facilities provided for Camping Operation 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.42(f)	Unauthorized Use on Accessory Camping Site 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.43	Unauthorized Number of Recreation Vehicles 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.44 18.45	Unauthorized Occupancy of a Recreation Vehicle 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.56(a) 18.56(b)	Keeping Farm Animals Over Limit 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A
18.56(c) 18.56(d)	Insufficient Setback for Farm Animal Buildings, Structures, Enclosures, Drinking or Feeding Troughs or Manure Piles 1st & 2nd Offence 3rd & Subsequent	200 400	175 375	275 475	N/A N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section	Description	A1	A2	A3	A4	
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)	
403.1	Obstruct Authorized Entry 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
601	Obstruct Vision at Intersection 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
605.1 605.2 605.4 605.5	Unauthorized Location of Principal or Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
605.3 607.10 613.1(b) 618.1 1101.7 1101.8 1201.6 1501.6 1501.12 1601.8 1601.12 1701.10 1702.5 1801.6 1801.7 1801.12 1901.6 1901.7 1901.11 2001.6 2001.7 2001.11 2501.5 2501.7 2502.1 2502.2	2601.5 2601.7 2602.1 2602.2 2701.5 2701.7 2702.1 2702.2 2801.5 2801.7 2802.1 2802.2 2901.5 2901.7 2902.6 2903.1 2903.2 3601.4 3701.3 3801.4 3901.3 3901.4 4001.2 4501.2 4701.2 5101.7	Insufficient Setback from Lot or Property Lines 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
607.1 608.1 1702.3 2902.4 3401.6 3501.6	Proprietor or Property Owner Not in Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.2	Home Based Business not Contained Within a Dwelling Unit or Accessory Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.3 607.4	Oversized Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.5 607.6 608.2 1702.6 2902.7	Unauthorized Number of Non-Resident Employees 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.7 608.3	Unauthorized Changes to External Appearance of Building 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.6 608.3	Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.8 610.4 1702.7 2902.8	Outdoor Storage Not Screened as Required 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section	Description	A1	A2	A3	A4
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
607.9 1702.9 2902.10	More Noise, Traffic, Vibration, Smoke, Odour, Glare or Electrical Interference or Emissions than Normally Associated with Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.11	Repair Vehicles Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.12	Taking Care of More Than 8 Individuals at one Time - Home Based Business 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.13 1702.8 2902.9	Retail Sale of Products Not Made on Site 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
608.4	Bed and Breakfast Not Confined to Principal Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
608.5 608.6	Sleeping Rooms Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
608.7	Camping Sites Over Allowed Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
608.8 608.9	Unauthorized Camping Sites 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
608.10	No Washroom Facilities provided for Camping Operation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section	Description	A1	A2	A3	A4	
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)	
<b>608.11</b>	<b>Unauthorized Use on Tourist Camping Site</b> 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>609</b>	Outdoor Storage of Wrecked Vehicles Over Permitted Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>610A.1</b>	Shipping Containers Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>610A.4</b>	Shipping Containers Not Screened 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>611.17</b>	More than 1 Vehicle Over 4000 Kg G.V.W. 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>611.17</b>	<b>More Than 2 Recreational Vehicles</b> 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>612.1</b> <b>612.2</b>	Insufficient Off Street Loading Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
<b>607.14</b> <b>612.1</b> <b>612.2</b> <b>1002.4</b> <b>1302.4</b> <b>1303.4</b> <b>1402.4</b>	<b>1703.4</b> <b>1902.5</b> <b>2002.5</b> <b>3401.8</b> <b>3501.8</b> <b>3601.5</b>	Insufficient Off Street Parking Spaces 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
<b>613.1</b>	Keeping of Farm Animals Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
613.1 2501.5 2601.5	2701.5 2801.5 2901.5	Unauthorized Location of Animal Shelter or Enclosures or Troughs or Manure Piles 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.4 801.4	901.5 2401.4	Unauthorized Keeping of Swine (pigs) 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.5 801.5 901.6	1001.5 2401.5	Farm Animals or Poultry Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
618.1		Unauthorized Location of Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
618.2		Oversized Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
618.3		Illegal Advertisement Sign 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
607.8 610A.4 622.3 622.5	622.7 1702.7 2902.8 3201.4	Insufficient Landscape Screening 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
700 800 900 1000 1100 1200 1300 1400 1500 1600 1700 1800	1900 2000 2100 2200 2300 2400 2500 2600 2700 2800 2900 3000	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
3100 3200 3300 3400 3500 3600 3700 3800 3900 4000 4100	4200 4300 4400 4500 4600 4700 4800 4900 5000 5100	Unauthorized Use of Land, Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.2 701.3 801.2 801.3 901.2 901.3 1001.2 1001.3 1101.3 1201.4 1301.3 1401.3 1501.2 1601.4 1701.2 1801.2 1901.2 2001.2 2201.2 2301.2 2401.2	2501.2 2502.2 2601.2 2602.2 2701.2 2801.2 2901.2 2903.2 3001.2 3101.2 3201.2 3301.4 3401.5 3501.3 3601.3 3701.2 3801.3 3901.2 4301.2 5001.3 5101.6	Exceeds Maximum Site / Lot Coverage 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.6 801.6 901.7 1001.6 2401.6 2502.3 2602.3 2702.3	2802.3 2903.3 3601.4 3601.8 3701.4 3801.5 3901.5	Over height Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A



Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
701.7 801.7 901.8 1001.7 1101.9 1201.8 1301.7 1401.7	1501.9 1601.9 1701.7 1801.9 1901.8 2001.8 2401.7	Over height Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.11 701.12 801.11 801.12	901.12 901.13 2401.10 2401.11	Over height Fence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
701.8 701.9 801.8 801.9 901.9 901.10 1001.8 1001.9 1101.10 1101.11 1201.9 1201.10 1301.8 1301.9 1401.8	1401.9 1501.10 1501.11 1601.10 1601.11 1701.8 1701.9 1801.10 1801.11 1901.9 1901.10 2001.9 2001.10 2401.8	Oversized Accessory Buildings or Structures 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1002.1(a) 1302.1(a) 1303.1(a) 1402.1(a) 1703.1(a) 1902.1 2002.1		Secondary Suite, Carriage House or Temporary Guest Accommodation Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section	Description	A1	A2	A3	A4	
	The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)	
1002.1(b) 1002.3 1302.1(b) 1302.3 1303.1(b) 1402.1(b) 1703.1(b) 1902.1 2002.1	Oversized Secondary Suite, Carriage House or Temporary Guest Accommodation 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
1303.2 1402.2 1703.2 1902.3 2002.3	Unauthorized Use or Modification of a Recreational Vehicle 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
1002.2 1302.2 1303.3 1402.3 1703.3	1902.4 2002.4 3401.4 3501.4	Insufficient Separation Distance 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1002.1(c) 1302.1(c) 1302.5 1302.6 1303.5 1402.5 1703.5 1902.6 2002.6	Vehicle, Secondary Suite or Temporary Guest Accommodation Used as Rental 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	
1201.2 2601.4 2701.4	2801.4 2901.4	Manufactured Home Not Occupied by Immediate Family 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1501.8	Animal Rehabilitation Facility- Animals Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A	

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
1501.8		Animal Rehabilitation Facility- Animals Not Confined 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1701.5 2501.3 2501.4 2601.3 2601.4 2701.3	2701.4 2801.3 2801.4 2901.3 2901.4	Unauthorized Placement of a Manufactured Home or Secondary Residence 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1702.2 2902.3		Portable Sawmill Over 42 Horse Power 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
1702.10 1702.11 2902.11 2902.12		Sawmill Operation Out of Permitted Hours 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
2501.9 2601.9 2701.9	2801.12 2901.13	Unauthorized Placement of Small Scale Food Processing Facility 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
2502.4 2602.4 2702.4	2802.4 2903.4	Maximum Footprint Exceeded for Cannabis Facility 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
2502.5 2602.5 2702.5	2802.5 2903.5	Maximum G.F.A. Exceeded for Cannabis Facilities 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
3001.3		Oversized Commercial Floor Area 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'

APPENDIX 16

Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

Bylaw Section		Description	A1	A2	A3	A4
		The following fines apply to the Contraventions Below (\$)	Penalty Amount	Discounted Penalty: Within 14 days (\$)	Late Payment After 28 days (\$)	Compliance Agreement Availability & Discount (%)
3401.5 3501.5		Oversized Rental Cabin or Rental Dwelling 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
3401.7 3501.7		Rental Cabin or Rental Dwelling Over Limit 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
4301.3		Oversized Historical Interpretive Facility 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A
2301.4 2501.9 2601.9 2701.9 2901.12 2901.13 3301.1 3601.2	3701.6 3801.7 3901.7 4001.4 4101.2 4201.4 5001.1 5101.1	Development Permit Not Obtained 1 <sup>st</sup> & 2 <sup>nd</sup> Offence 3 <sup>rd</sup> & Subsequent	200 400	175 375	275 475	30% N/A

Schedule 'A'  
APPENDIX 18

Regional District of Central Kootenay Water Bylaw No. 2712,2020

Bylaw Section	Description The following fines apply to the Contraventions Below	A1 Penalty Amount  (\$)	A2 Discounted Penalty Within 14 Days (\$)	A3 Late Payment After 28 Days (\$)		A4 Compliance Agreement Available & Discount
8 (1)	Unapproved Operation of the Water System	200	175	225		N/A
8 (2)	Intentional Destruction, Tampering, Alteration or Connection to the Water System	450	400	500		N/A
9 (2)	Failure to Make Application for Change of Use	100	75	125		N/A
9 (4)	Failure to Make Application for Temporary Water Usage	100	75	125		N/A
11.1 (3)	Failure to Maintain Customer Water Connection or Fixtures	100	75	125		N/A
12.1 (1)	Supplying Water to Another Property	450	400	500		N/A
12.1 (2)	Commercial Sale of Water without Approval	450	400	500		N/A
12.1 (5)	Use of Free Flow Bleeder	450	400	500		N/A
12.3 (1) & Schedule A	Failure to Comply with Stage One Water Conservation	100	75	125		N/A
12.3 (2) & Schedule A	Failure to Comply with Stage Two Water Conservation	150	125	175		N/A
12.3 (2) & Schedule A	Failure to Comply with Stage Three Water Conservation	200	175	225		N/A
12.3 (2) & Schedule A	Failure to Comply with Stage Four Water Conservation	300	250	350		N/A
12.3 (4), (a),(b),(c),(d), (e)	Excessive Water Use	100	75	125		N/A
12.6 (1)	Water Wastage	100	75	125		N/A
12.7 (1)	Unapproved Water Connection a) when time of Illegal Water Connection can be confirmed b) when time of Illegal Water Connection cannot be confirmed	200 450	175 400	225 500		N/A N/A
14.1 (1)(b)	Refusal to Provide Backflow Prevention	300	275	325		N/A
14.1 (2)	Allowing or Creating a Cross Connection	300	275	325		N/A



Schedule 'A'  
APPENDIX 18

Regional District of Central Kootenay Water Bylaw No. 2712, 2020

Bylaw Section	Description The following fines apply to the Contraventions Below	A1 Penalty Amount  (\$)	A2 Discounted Penalty Within 14 Days (\$)	A3 Late Payment After 28 Days (\$)	A4 Compliance Agreement Available & Discount
14.1 (4)	Removal or Modification of a Backflow Preventer	300	275	325	N/A
14.2 (1) & (2)	Failure to Report Problem or Failure to Repair Backflow Preventer	100	75	125	N/A
14.4 (1) & (2)	Refusal to Provide Backflow Preventer Test Report	100	75	125	N/A
15.1	Refusal to Provide Water Meter	100	75	125	N/A
15.3 (2) & (3)	Failure to Report Problem with Water Meter	100	75	125	N/A
15.3 (4), (a),(b)	Interference or Tampering with Water Meter	200	175	225	N/A
15.6 (3)	Refusal to Provide Meter Reading	50	40	60	N/A



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Committee Report

**Date of Report:** September 29, 2020  
**Date & Type of Meeting:** October 14, 2020 Rural Affairs Committee  
**Author:** Tanji Zumpano, Water Services Liaison  
**Subject:** COMMUNITY WORKS FUND APPLICATION – JACKIE JAMES  
MEMORIAL PARK RESTORATION PROJECT  
**File:** 1850-20-CW-226

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### SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by the Recreation Nakusp Society for the **Jackie James Memorial Park Restoration Project** in the total amount of \$25,000 and that funds be disbursed from the Community Works Funds allocated to Electoral Area K. This recreation capital infrastructure upgrade project will enhance and rejuvenate this park and transform the onsite baseball field and infrastructure into a safe, accessible, and modern complex to better serve the growing number of Nakusp and region baseball players.

### SECTION 2: BACKGROUND / ANALYSIS

The mission and goals of the Recreation Nakusp Society (RNS) is to enrich the quality of life in Nakusp and area by supporting the development of enjoyable and positive leisure and active living opportunities for all residents; to develop community recreation projects that will provide direct benefits for recreation and sport for citizens in the area; and to work with allied youth and adult sport and community organizations to build leadership and capacity in the community recreation sector.

Located within the village's community athletic complex, the Village of Nakusp owned Jackie James Memorial Park is home to one of 3 baseball diamonds, now in disrepair and decommissioned due to unsafe playing conditions. Named in memory of a respected community member, the poor state of the park is a concern for many community residents, and remains a driving force for regional community sport organizations. With the support and endorsement of the Village, the RNS has been diligently working to design a plan to upgrade the baseball field infrastructure. After careful and thoughtful planning, the RNS has completed a project proposal that includes the following components:

- Grade and repair the outfield;
- Install automatic irrigation;
- Infield restoration;
- Renovate and upgrade the dugout; and
- Install new fencing.

Upon project completion, a dedicated ball diamond for youth minor ball will be available to enjoy, with some shared use with the local adult slo-pitch league.



*Project Schematic – Jackie James Memorial Park*

Construction work on this recreation infrastructure upgrade project recently commenced and will conclude in its entirety by June 2021. Upon project completion, an additional recreation and active living opportunity for both youth and adults will be available to residents. The community will also have increased capacity to support the expansion of minor ball and adult slo-pitch programming in the region. In addition, upon completion of this project there will be an opportunity to host additional baseball tournaments and visitors in the community.

**SECTION 3: DETAILED ANALYSIS**

**a. Financial Considerations – Cost and Resource Allocations:**

<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov't Approvals req'd:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

This application is the responsibility of Area K and no other areas are being asked to contribute to the project. The Director for the area is supportive of the application and currently has sufficient funds to allocate \$25,000 to the project leaving Area K with a balance of \$271,407.

The applicant has secured the balance of funding required to complete this project.

**b. Legislative Considerations (Applicable Policies and/or Bylaws):**

Gas Tax-funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of 'Recreation Infrastructure – recreational facilities or networks.'

Quotes for all project elements over \$10,000 in value were solicited and submitted by the applicant with their final CWF application.

**c. Environmental Considerations:**

N/A

**d. Social Considerations:**

Proper field development aids in the promotion of baseball programs for both minor ball (youth) and increases the capacity for adult slo-pitch. These improvements will play a pivotal role in ensuring the long term viability and overall enjoyment of this recreation area for all surrounding community residents and visitors coming to attend baseball tournaments.

**e. Economic Considerations:**

The RNS has worked extensively within the community and has garnered several in-kind contributions and support for this project. In addition, they have also applied for and received several other grants to fund the balance of this project.

**f. Communication Considerations:**

**g. Staffing/Departmental Workplan Considerations:**

RDCK staff resources will need to be allocated to track, process and ensure the project fulfills the reporting requirements on an annual basis (5 years).

**h. Board Strategic Plan/Priorities Considerations:**

This project is aligned with the Board's overarching strategic priority '*To strengthen our Relationships with Community Partners*' via the specific strategies of 'supporting projects that community groups are working on' and 'working with societies and organizations to operate and maintain recreational assets.'

**SECTION 4: OPTIONS & PROS / CONS**

**SECTION 5: RECOMMENDATION(S)**

That the Community Works Fund application submitted by the Recreation Nakusp Society for the **Jackie James Memorial Park Restoration Project** in the total amount of \$25,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area K.

Respectfully submitted,

Signature:

Originally signed by Tanji Zumpano.

Name: Tanji Zumpano, Water Services Liaison

**CONCURRENCE**

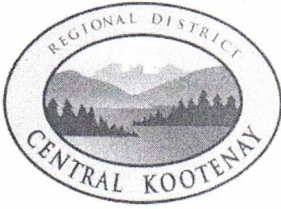
**Initials:**

General Manager of Environmental Services **Digitally approved by Uli Wolf.**  
Chief Administrative Officer

**ATTACHMENTS:**

**Attachment A – Recreation Nakusp Society – Jackie James Memorial Park Restoration Project -  
Community Works Fund Application**





# Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4  
 250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

<b>Community Works Fund Application (Appendix-A)</b> <b>Gas Tax Program Services – CWF Funding (UBCM)</b>			
<b>"The Project"</b>		Jackie James Memorial Park Restoration	
Date of Application		2020/09/21	
Applicant Information			
Name of Organization		Recreation Nakusp Society	
Address		2203 Allshouse Road	
City, Prov. Postal		Nakusp, BC V0G 1R1	
Phone No.		250-265-4266	Fax No.
Organization's Email		trwelsh7@gmail.com	
Name of Contact		Terry Welsh	Contact's Email trwelsh7@gmail.com
Director in Support of Project			
Name of Director(s)		Area(s)/Municipality	Amount Requested
Paul Peterson		K	\$ 25,000.00
Project Time Line			
Project Commencement Date (yyyy/mm/dd)		Project Completion Date (yyyy\mm\dd)	
2020/08/24		2021/06/30	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
Legal Description of land(s)		Lot A, District Lot 397, Kootenay District, Plan 12125 [200 8th Avenue NW, Naku	
Registered Owners of Land(s)		Village of Nakusp	
Crown Land Tenure/License No./Permit No.(s)			
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
Have you consulted with a building official?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Have you applied and received a building permit?		<input type="checkbox"/> Yes, Permit No. _____ <input checked="" type="checkbox"/> No	
If No, please explain: Village of Nakusp outdoor recreation facility not requiring a permit			

**Application Content**

Must include all of the following:

- 1.0 - Description of the Project including management framework
- 1.1 - Project timeline and supporting documents
- 2.0 - Project budget
- 3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

**Project Case Statement**

The Recreation Nakusp Society was formed as a result of a community desire to see the Jackie James Park restored and to promote the growth and development of Minor Ball in our community and region. The following mission and goal statements were adopted by our Society:

“To enrich the quality of life in Nakusp & Area by supporting the development of enjoyable and positive leisure and active living opportunities for all residents.”

- Develop community recreation projects that will provide direct benefits for recreation, leisure, and sport for the citizens of Nakusp and Area.
- To work with allied youth and adult sport and community organizations to build leadership and capacity in our community recreation sector.

The Jackie James Park Restoration Project is renovation of an existing ball diamond in Nakusp that was decommissioned due to unsafe playing conditions. Our project intent is to create a dedicated ball diamond for youth minor ball, with shared use by adult slo-pitch. The project will consist of grading and repair of the outfield, installation of irrigation, infield restoration, dugout renovation, and replacement of the outfield fencing and the backstop.

Nakusp has three ball fields that form part of the community's athletic complex. Each of the three ball diamonds are named in memory of respected community members who unfortunately lost their lives in tragic accidents. The disrepair that Jackie James Park has fallen into is an emotive and strong concern among volunteers and community members who were involved in the original construction of the ball diamond fields and as well by our community sport organizations. This level of concern is what has created both the opportunity and impetus for this project and is directly related to the level of commitment and community support for the project.

The project's management framework is that the Recreation Nakusp Society will be responsible for the project management, construction, and subsequent administration functions required to meet reporting obligations of the project. Ownership of the project upon completion will be the Village of Nakusp, with the day to day management of the field being provided by Nakusp Slo-pitch, as per the attached lease. This is a long standing contractual relationship between the Village and the Slo-pitch Society to provide delivery of this valuable community recreation service.

Letters of Support are attached as follows:

- Village of Nakusp
- Nakusp Slo-Pitch Society

Quotes are attached as follows:

- Lynx Brand Fence - Outfield Fence
- Lynx Brand Fence - Backstop
- Site One - Irrigation System Materials

Nakusp Slo-Pitch Lease with the Village of Nakusp

(If needed, please provide additional information on separate page)



1.1 Project Costs including Timeline and Supporting Documents

The project budget for capital expenses is \$98,500 for the Jackie James Memorial Park Restoration. Along with the capital expenses we have in-kind contributions estimated in the amount \$26,160 for a total project budget of \$124,660.

These significant community in-kind contributions are integral to the success of the project. We have committed equipment and labour contributions in the amount of \$13,760 already secured from local Contractors. We also have significant volunteer labour commitments from not only our Society Members, but from volunteers of the local youth and adult sport organizations valued at \$12,400. All of these are indicative of the community support for our project and certainly are also indicative of the project's success.

The project timeline is from February of 2020 with a projected project completion date of June 2021. Project administration, planning, budgeting, and fundraising began in February, 2020. Project work began in June of 2020 with the removal of the outfield fence, rough grading, trenching for the irrigation system, and partial installation of the irrigation system with volunteer forces. Ongoing project work continues with our dedicated community volunteers and with in-kind contributions from contractors.

A project budget is attached for reference.

(If needed, please provide additional information on separate page)

1.2 Project Impact

One of the primary benefits of recreation and sport opportunities in a community is quality of life for its citizens. Active and healthy lifestyles are essential strategies to combat the alarming rise of obesity in our society. Unfortunately, we in Canada have one of the highest rates of obesity in the world.

The community opportunity is to recreate a facility that will promote the growth and development of minor ball, along with increasing capacity for adult slo-pitch. This project will provide significant qualitative improvement in recreation opportunities and social benefits for the youth and adults in our region. The increased capacity that will result from the Jackie James Park Restoration will allow us to grow our community ball programs.

Participation rates for Nakusp Slo-Pitch averages 150 co-ed adult ball players and the Society's sponsorship of Nakusp Minor Ball provides recreational sport opportunity to 45 youth from our regional community. We believe that investment in our project will benefit the citizens of Nakusp and Area K by providing an additional recreation and active living opportunity for both youth and adults over the long term. Additionally, this investment in recreation infrastructure will bring increased economic benefits through increased capacity to host tournaments and bring visitors to the community.

(If needed, please provide additional information on separate page)

## Community Works Fund Application

### 1.3 Project Outcomes

One of the primary benefits of recreation and sport opportunities in a community is quality of life for its citizens. Active and healthy lifestyles are essential strategies to combat the alarming rise of obesity in our society. Unfortunately, we in Canada have one of the highest rates of obesity in the world.

Our project will benefit the citizens of Nakusp and Area by providing an additional recreation and active living opportunity for both youth and adults. Additionally, there are potential economic benefits through increased capacity to host tournaments and bring visitors to the community.

The project outcome will be best evaluated by the use of Jackie James Park by youth baseball and adult slo-pitch. We believe that the best measure of the project's success from a community perspective would be development and growth of Nakusp Minor Ball. Growth in adult slo-pitch leagues and the corresponding quantitative growth in participants will also be a measure of success. An increase in ball tournaments and the number of teams that can be hosted will be another success indicator.

(If needed, please provide additional information on separate page)




Community Works Fund Application (Appendix-A)

<b>1.4 Project Team and Qualifications</b>		
<p>Overall project supervision will be provided by Terry Welsh, who has extensive project management experience and expertise in irrigation design, and landscape construction. The Board Members of the Recreation Nakusp Society will be involved in all aspects of the project in terms of oversight, administration, and the construction process. The community members of our Board possess diverse skill sets that are well suited to ensure our project's success.</p> <p>The following Community Contractors are supplying equipment, labour, &amp; materials:</p> <p>R&amp;A Logging Arrow Lakes Aggregates Gordy &amp; Mel Matchett</p> <p>Please find attached the following Society Documentation:</p> <ul style="list-style-type: none"> <li>- Recreation Nakusp Society - Certificate of Incorporation</li> <li>- Society Statement of Directors &amp; Registered Office</li> </ul> <p style="text-align: right;">(If needed, please provide additional information on separate page)</p>		
<b>2.0 Project Budget</b>		
List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).		
<b>Project Revenue</b>		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description of Revenue	Value (\$)
Village/NACFOR Legacy Fund	Grant received	\$ 30,000.00
NACFOR Donation Fund	Grant received	\$ 3,000.00
CIP/AAP Grant	Grant received	\$ 30,000.00
Recreation Commission 4 Grant	Approved by Rec Commission 4 (RDCK pending)	\$ 5,000.00
Nakusp Community Foundation	Grant received	\$ 5,000.00
RDCK Community Works Fund	Pending	\$ 25,000.00
(If needed, please see page 7 to provide additional budget information)	<b>Sub-Total Project Revenue</b>	<b>\$ 98,000.00</b>
<b>Project Expenses</b>		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description of Expenses	Value (\$)
Irrigation System Materials		\$ 18,510.00
Topsoil & Bedding Sand		\$ 4,000.00
Backflow Prevention & Water Service		\$ 7,440.00
Infield Renos - Infield Mix & Freight	Supply & Freight from Oyama Sand & Gravel	\$ 14,450.00
Seeding	Outfield Turf	\$ 2,500.00
(If needed, please see page 7 to provide additional budget information)	<b>Sub-Total Project Expenses</b>	<b>\$ 46,900.00</b>





Community Works Fund Application (Appendix-A)

<b>2.1 Additional Budget Information</b> Quote rationale to be reviewed by RDCK Chief Administrative Officer		
Our Society recognizes and appreciates the generous community contributions that the Area K Director provides through the RDCK Community Works Fund for community projects in our region. Given the history of Jackie James Park as a community memorial and the project intent and potential to develop and grow minor ball in Nakusp & Area K, we believe that our project will provide both qualitative and quantitative benefits to our regional community. Our project aligns with the eligibility criteria for Sport & Recreation as defined for RDCK's Community Works Fund. This worthwhile community project will provide long term recreation and social benefits for the Citizens of Area K & Nakusp		
(If needed, please provide additional information on separate page)		
<b>3.0 Accountability Framework</b>		
The eligible recipient will ensure the following: <ul style="list-style-type: none"> <li>- Net incremental capital spending is on infrastructure or capacity building</li> <li>- Funding is used for eligible Project and eligible costs</li> <li>- Project is implemented in diligent and timely manner</li> <li>- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning</li> <li>- Provide access to all records</li> <li>- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures</li> <li>- Provide a Project Completion Report including copies of all invoices</li> </ul>		
<b>4.0 Schedule of Payments</b>		
The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments: <ol style="list-style-type: none"> <li>a) 75% upon signing of the Contract Agreement</li> <li>b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.</li> </ol>		
<b>5.0 Acknowledgement of Requirements</b>		
Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.		
By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31 <sup>st</sup> of each year detailing the beneficial impacts on the community as a result of the completed Project.		
Authorized Signature for Proponent	Name	Date
	Blaine Volansky	2020/09/22



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Committee Report

**Date of Report:** September 30, 2020  
**Date & Type of Meeting:** October 14, 2020 Rural Affairs Committee  
**Author:** **Tanji Zumpano, Water Services Liaison**  
**Subject:** COMMUNITY WORKS FUND APPLICATION – PROCTER-HARROP SENIORS HALL ENERGY EFFICIENCY UPGRADE  
**File:** 1850-20-CWF-225

### SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by the Procter-Harrop Seniors Association #118 for the **Procter-Harrop Seniors Hall Energy Efficiency Upgrade Project** in the total amount of \$80,000 and that funds be disbursed from Community Works Funds allocated to Electoral Area E.

### SECTION 2: BACKGROUND / ANALYSIS

The Procter-Harrop Seniors hall was originally constructed in 1913 as a single-story church; a second story was later added in 1922. The Seniors Association first set up headquarters in the lower floor of the building in 1978, and later purchased the building in 2007 and undertook a number of structural improvements. A registered non-profit society, the Seniors Association is responsible for the maintenance, management, and scheduling of hall use.

As a priority, the Procter-Harrop Seniors hall provides a welcoming meeting place for enjoyment and betterment of seniors and the community at large. With a focus and commitment to maintaining and prolonging physical and mental activity among its members, social interaction is very much encouraged at the hall and within the programming offered. A wide range of learning and recreational programming is regularly offered at the seniors hall including: carpet bowling, cribbage, yoga, darts, garden club, choir practice, quilting groups, guest speaker events, community social engagements, fundraisers, and various themed meal nights.

In June 2016 a formal Energy Audit Assessment & Renewable Energy Analysis of the hall was undertaken by an external consultant. The audit identified the following deficiencies, which inform the priorities and scope of this energy efficiency upgrade project:

- Ceiling insulation – add R22 batt insulation to ceiling on main floor.
- Wall insulation – add insulation to exterior of the building and cover with cement siding.
- Windows – replace single pane window in vestibule with energy-efficient double paned window; remove single pane window in storage area, block in and insulate wall.
- Doors – replace the existing uninsulated exterior doors with steel, polystyrene insulated core doors.
- Heating system – replace low efficiency baseboard heaters with new EnergyStar efficient heat pump (2 units).
- Lighting – replace existing fluorescent lighting with energy efficient LED lighting.

Completion of the aforementioned upgrades will directly address the community facility’s high energy usage and as well, will sufficiently protect the investment in the infrastructure for the foreseeable future. Based on the analysis completed, it is estimated that through the implementation of these improvements energy consumption will be reduced by 11,000 Kilowatt hours per year, which translates into an approximate annual savings of \$1,327.

Given the required building permits have already been secured, pending funding approval project work will commence in October 2020 and be completed in its entirety by July 2021.

**a. Financial Considerations – Cost and Resource Allocations:**

<b>Included in Financial Plan:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Financial Plan Amendment:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>Debt Bylaw Required:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<b>Public/Gov’t Approvals req’d:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

This application is the responsibility of Area E and does not expose other Electoral Areas to financial risk. The Director for the area is supportive of the application and currently has sufficient funds to allocate a total of \$80,000 to the project leaving Area E with a balance of \$196,073.

**b. Legislative Considerations (Applicable Policies and/or Bylaws):**

Gas Tax-funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the eligible project category of ‘Community Energy Systems – infrastructure that generates or increases the efficient use of energy.’

**c. Environmental Considerations:**

This project will result in a demonstrated reduction in energy consumption in this well utilized community facility.

**d. Social Considerations:**

The Procter-Harrop Seniors Hall serves the community at large through the provision of a wide range of programming and social opportunities including: carpet bowling, cribbage, yoga, darts, quilting groups, garden club, choir practices, various social events, community suppers and fundraisers, and more. The additional benefit of this project includes an improvement in the financial viability of the building through a reduction in annual utility bills which will have a direct impact on the residents utilizing and participating in the programming offered at the hall.

**e. Economic Considerations:**

The total cost to complete the project is \$103,410. The balance of funding required is anticipated to be received from the Columbia Basin Trust’s energy retrofit grant program.

**f. Communication Considerations:**

N/A

**g. Staffing/Departmental Workplan Considerations:**

RDCK staff resources will be allocated to track, process and ensure the project fulfills the reporting requirements on an annual basis (5 years).



**h. Board Strategic Plan/Priorities Considerations:**

This project is aligned with the Board’s overarching strategic priority ‘*To strengthen our Relationships with Community Partners*’ via the specific strategy of ‘supporting projects that community groups are working on’.

**SECTION 4: OPTIONS & PROS / CONS**

[Indicate Pros/Cons]

**SECTION 5: RECOMMENDATION(S)**

That the Community Works Fund application submitted by the Procter-Harrop Seniors Association #118 for the **Procter-Harrop Seniors Hall Energy Efficiency Upgrade Project** in the total amount of \$80,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area E.

Respectfully submitted,

Signature:


Originally signed by Tanji Zumpano.

Name: Tanji Zumpano

**CONCURRENCE**

**Initials:**

General Manager of Environmental Services **Digitally approved by Uli Wolf.**  
Chief Administrative Officer

 Digitally signed  
by Stuart Horn  
Date: 2020.10.05  
08:22:54 -07'00'

**ATTACHMENTS:**

**Attachment A – Procter-Harrop Seniors Hall Energy Efficiency Upgrade Project – Community Works Fund Application**



# Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4  
 250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

<b>Community Works Fund Application</b>			
<b>Gas Tax Program Services – CWF Funding (UBCM)</b>			
<b>Project Title</b>	Procter-Harrop Seniors Hall Energy Efficiency Upgrade project		
<b>Date of Application</b>	2020/09/21		
<b>Applicant Information</b>			
<b>Name of Organization</b>	Procter-Harrop Seniors Association #118 (hall)		
<b>Address</b>	7906 Woodside Road		
<b>City, Prov. Postal</b>	Procter BC V0G 1V0		
<b>Phone No.</b>	403-835-5303	<b>Fax No.</b>	N/A
<b>Organization's Email</b>	franksmd@shaw.ca, mfranks.carboncreek@shaw.ca		
<b>Name of Contact</b>	Karen Franks	<b>Contact's Email</b>	mfranks.carboncreek@shaw.ca
<b>Director in Support of Project</b>			
<b>Name of Director(s)</b>	<b>Area(s)/Municipality</b>	<b>Amount Requested</b>	
Ramona Faust	Area E	\$ 80,000.00	
<b>Project Time Line</b>			
<b>Project Commencement Date (yyyy/mm/dd)</b>		<b>Project Completion Date (yyyy/mm/dd)</b>	
2020/11/30		2021/11/30	
<b>Land Ownership</b>			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
<b>Legal Description of land(s)</b>	Lot 2, Block 6, Plan NEP710A, District lot 309, Kootenay Land District		
<b>Registered Owners of Land(s)</b>	Procter-Harrop Senior's Association #118 (hall)		
<b>Crown Land Tenure/License No./Permit No.(s)</b>			
<b>Compliance With Regulations</b>			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
<b>Have you consulted with a building official?</b>	<input checked="" type="checkbox"/> Yes		
	<input type="checkbox"/> No		
<b>Have you applied and received a building permit?</b>	<input checked="" type="checkbox"/> Yes, Permit No. <u>BP025730</u>		
	<input type="checkbox"/> No		
<b>If No, please explain:</b>			

**Application Content**

Must include all of the following:

- 1.0 - Description of the Project including management framework
- 1.1 - Project timeline and supporting documents
- 2.0 - Project budget
- 3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

The Procter-Harrop senior hall provides a meeting place for enjoyment and betterment of seniors and the community. We try to maintain and prolong physical and mental activity. We encourage social interaction to prolong seniors ability to stay at home. We provide a safe place for meetings, carpet bowling, cribbage, yoga, darts, quilting groups, garden club, choir practices, guest speakers, social events, suppers and fundraisers.

In keeping with current societal concerns about climate change and minimizing our impact on energy use the Procter-Harrop Seniors association is focusing on improving our energy efficiency of the hall.

We have undertaken an energy audit, energy efficiency and renewable energy analysis by the Pembina institute in June 2016. That audit identified the following deficiencies:

- 1. Ceiling insulation
- 2. Wall insulation exterior
- 3. Windows
- 4. Doors
- 5. Heating system
- 6. Lighting

Zone 1: Above grade	Heat Loss Table			Effective R value	Heat Loss	
	Area sq ft.	Net Area % of Envelope			Mil BTU	% annual
Ceiling	1,875.4	1,875.4	38.2%	19.8	.91	2.6%
Wall	2,672.2	2,410.4	49.1%	13.26	13.51	37.9%
Doors	114.8	114.8		3.57	2.89	8.1%
Slab on Grade	984.1	984.1	20.10%		1.48	4.1%
Vestibule Window	2.0	2.0			1.95	.3%

As a result of the audit we would like to decrease our power consumption and costs, increase our energy efficiency and contribute to a decrease in our carbon footprint to help satisfy societal objectives to offset climate change. Accordingly, we would like to undertake the following renovations to accomplish these objectives:

- 1) Ceiling insulation: add R22 batt insulation to ceiling on main floor.
- 2) Wall insulation: add insulation on exterior of building to bring wall insulation to code and cement siding to cover.
- 3) Windows: replace single pane window in vestibule with energy-efficient double pane sealed, vinyl framed window. Remove single pane window in storage room, block in and insulate wall.
- 4) Doors: Replace the uninsulated, wooden, low R value exterior doors with steel, polystyrene insulated core doors, for a total of 2 doors:
  - Front exterior door
  - Replace existing wooden door from main hall to vestibule
- 5) Heating system: replace low efficiency baseboard heaters with new energy star efficient heat pump. One unit on each floor
- 6) Lighting: replace existing florescent lighting with energy efficient LED lighting and replace other existing light bulbs with

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The project time is:

September to December 2019 - Acquiring bid quotes on component parts of project.

August 2020 - Application for grant

September - June 2021- Undertake all renovations and installations

July 2021 - Project completed and final report submitted

Project costs:

1) Ceiling insulation: Install R22 fiberglass batts between floors, 5/8" fire rated drywall, paint and finished.	2,069.76 \$4,485.98
2) Wall Insulation: Install exterior comfort board insulation, and cement siding (KE construction)	\$ 68,250.00
3) Windows: Remove old windows,block in one old and install double pane,vinyl encased window.	\$1,299.90
4) Doors: Remove 1 exterior door and replace with insulated steel door and remove and replace vestibule door	\$2,439.36
5) Heat: Remove low efficiency baseboard heaters and replace with energy star hyper heat air to air units, down to -25C .One heat pump on each floor	\$14,574.00
6) Lighting: Remove existing flourescent lights and replace with energy efficient lighting, new circuit breakers,new exit sign age and smoke alarms	\$6,250.00
7) Replace older hot water tank with newer energy efficient one	\$824.25
8) Engineering report on structure	\$2,314.99
9) Permit for work to be done	\$902.40

(If needed, please provide additional information on separate page)

1.2 Project Impact

The project will have the following impact on our community:

- a more responsible and reduced community carbon footprint;
- a more environmentally sustainable community hall for today, and for the future generations;
- a community project that will demonstrate a commitment to decreasing the emissions of GHG ( greenhouse gas) to help mitigate the effects of climate change;
- a community/ public building/ public space that sets and example of responsible energy-efficient building components, and energy-efficient building maintenance in our community;
- a project that will demonstrate our community's commitment to environmental responsibility;
- reduced energy consumption and energy costs as follows:

( Still unable to insert table, therefore typed instead)

- |                       |  |
|-----------------------|--|
| 1. Ceiling insulation | Install R22 fiberglass batt insulation between main and upper floor (no insulation presently), add 5/8" fire rated drywall and paint.  |
| 2. Wall Insulation    | Install exterior comfort board and cover with cement siding  |
| 3. Windows            | Replace single pane, wood frame window with energy-efficient double pane, sealed, vinyl-frame window with standard of R4.56. Remove, block-in and insulate single pane window in storage area, increases R value to R12.   |
| 4. Doors              | Replace the uninsulated, wooden, low R value exterior door with steel commercial insulated door. (That meet current energy-efficient standards: R12 front exterior door)<br>Replace wooden door between main floor and vestibule.  |
| 5. Heating            | Replace low efficiency electric baseboard heaters with high efficient energy star air to air heat source pumps. One heat pump for each floor, to reduce heating costs by ~ 55% ( as per letter form , Powersence, Fortis B.C.)<br>The COP ( co-efficient of performance) power improvement ratings for the air source heat pump, provided by LG manufacturer are:<br>@47 degrees Fahrenheit, heat pumps use 340% less power than electric baseboard heaters to produce the same amount of heat (1/3 of the power);<br>@17 degrees Fahrenheit, heat pumps use 200% less power than electric baseboard heaters to produce the same amount of heat 1/2 of the power).<br>Pembina Institute suggests cost saving per year of 35%.<br>Removal of existing baseboard heaters, wiring and thermostats will require removal of wallboard and replace with drywall. |
| 6. Lighting           | Remove old flourescent lighting and install energy-efficient fixtures, install new LED exit light over main door. Replace all other existing light bulbs with LED bulbs.   |
| 7. Hot Water tank     | Remove old tank and replace with a new energy efficient one.   |

**TOTAL ENERGY SAVINGS**

Categories 1-4, 6: new lighting, windows and doors : 25% greater efficiency. Ceiling and wall insulation doubles existing R value giving and overall 25% reduction in energy consumption of 4,500 kwh per year approximately \$540.00 per year.

Category 5: L.G. heat source pump : 74.5% greater efficiency@ +8 deg C; 58.5 % @ -8 deg C.

CATEGORIES 1-6 : energy efficiency increase of ~ 57%, reduction in energy consumption of 11,000 kilowatt hours per year: ~ \$1,327 per year at current rates (depending on lighting use)

(If needed, please provide additional information on separate page)



1.3 Project Outcomes

This project will promote the benefits of energy-efficient building - both the environmental benefits and the economic benefits - in our community. It will demonstrate to all those who use the hall, our community's commitment to energy-efficient infrastructure, and it will set an example for future building and lifestyle in our community, both private and public.

The project will benefit our community well beyond the Procter-Harrop Seniors' members. The Seniors will have a safe and comfortable place that encourages them to participant increased social interaction, physical and emotional well being. In addition the hall is used by people of all ages from the entire Kootenay lake, west arm region. Other than specific regional Seniors association meetings all other functions are open to the general public with the exception of private functions (hall rentals). Our association hosts; cultural, social, games, fitness, community suppers, educational gatherings/events, and meetings for guilds and clubs.

(If needed, please provide additional information on separate page)

**1.4 Project Team and Qualifications**

The Seniors' hall was originally constructed in 1913 as a single-story church; a second story was later added in 1922. The Seniors' initially located in the lower floor of the building beginning in 1978. In 2007, the Seniors' Association purchased the building and undertook major improvements to the structure. The Seniors' association is solely responsible for the ongoing funding and maintenance of the building, and scheduling the use of the hall. We are a registered no-profit society with a dedicated bank account.

Many volunteers have spent countless hours into this project so far, including measuring the building and assessing the buildings energy needs, evaluating our energy audit and researching the most efficient courses of action. Volunteers have gathered quotes and estimates, and have evaluated to options from these quotes. Many more volunteer hours will be spent to complete the project, on site supervision, on-going adjustments and decisions regarding the upgrades, and general project management. The Seniors' association will oversee the project and the contractors, sign off on completed work, pay the contractors, and do all associated reporting and accounting for the project.

In June 2016 the Pembina Institute did a comprehensive building energy audit for the Procter-Harrop seniors' association. the audit was prepared by Dave Lovekin, a certified GHC project level accountant, and Gerry Sawkins, an independent certified energy advisor providing EnerGuide and Energy Star assessments. The energy audit is 30 pages long and will be provided upon request.

(If needed, please provide additional information on separate page)

**2.0 Project Budget**  
List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

**Project Revenue**  
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value (\$)
Community works grant		\$ 80,000.00
CBT		\$ 23,410.64
		\$
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	<b>Sub-Total Project Revenue</b>	\$ 103,410.64

**Project Expenses**  
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
Ceiling insulation	Install R22 fiberglass	\$ 2,069.76
Wall insulation, exterior siding	exterior comfort board insulation, cement siding	\$ 68,250.00
Windows	replace with double pane and block out window	\$ 1,299.90
Doors	replace 1 exterior doors and 1 interior door	\$ 2,439.36
Heat pump	air to air heat pump system	\$ 14,574.00
(If needed, please see page 7 to provide additional budget information)	<b>Sub-Total Project Expenses</b>	\$ 88,633.02

Project Revenue (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total Project Revenue</b>	\$ 103,410.64
Project Expenses (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
Drywall	5/8" drywall	\$ 4,485.98
hot water tank	new energy efficient tank	\$ 824.25
Building permit	permit	\$ 902.40
Engineering report	conditional assessment required for permit	\$ 2,314.99
Lighting	Upgrade lighting to LED	\$ 6,250.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total Project Expenses</b>	\$ 103,410.64

**2.1 Additional Budget Information**  
Quote rationale to be reviewed by RDCK Chief Administrative Officer

RDCK	80,000.00
CBT committed and proposed	23,410.64 for siding, insulation, windows, doors and hot water tank

(If needed, please provide additional information on separate page)

**3.0 Accountability Framework**

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
- 

**4.0 Schedule of Payments**

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

- a) 75% upon signing of the Contract Agreement
- b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

**5.0 Acknowledgement of Requirements**

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 10 years) is to be submitted to the RDCK prior to October 31<sup>st</sup> of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
via email	Karen Franks	2020/09/23