

Regional District of Bulkley-Nechako Public Hearing Information Package



Proposed Zoning Amendment Bylaw No.
2075, 2025

Proposed Bylaw



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2075

A Bylaw to Amend "Regional District of
Bulkley-Nechako Zoning Bylaw No. 1800, 2020"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the portion of the following lands zoned "General Commercial Zone (C1)" be rezoned to the "Tourist Commercial Zone (C3)".

Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 20.0.1.1. Permitted Uses in the "Tourist Commercial Zone (C3)":

"h) Emergency and Health Service only on the Parcel legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".

3. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 25.0.1.1. Permitted Uses in the "Civic/Institutional Zone (P1)":

"g) Emergency and Health Service only on the Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025".

READ A FIRST TIME this 10th day of July 2025.

READ A SECOND TIME this 10th day of July 2025.

PUBLIC HEARING HELD this ____ day of ____ 2025.

READ A THIRD TIME this ____ day of ____ 2025.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025".

DATED AT BURNS LAKE this ____ day of ____ 2025.

Corporate Administrator

ADOPTED this _____ day of _____.

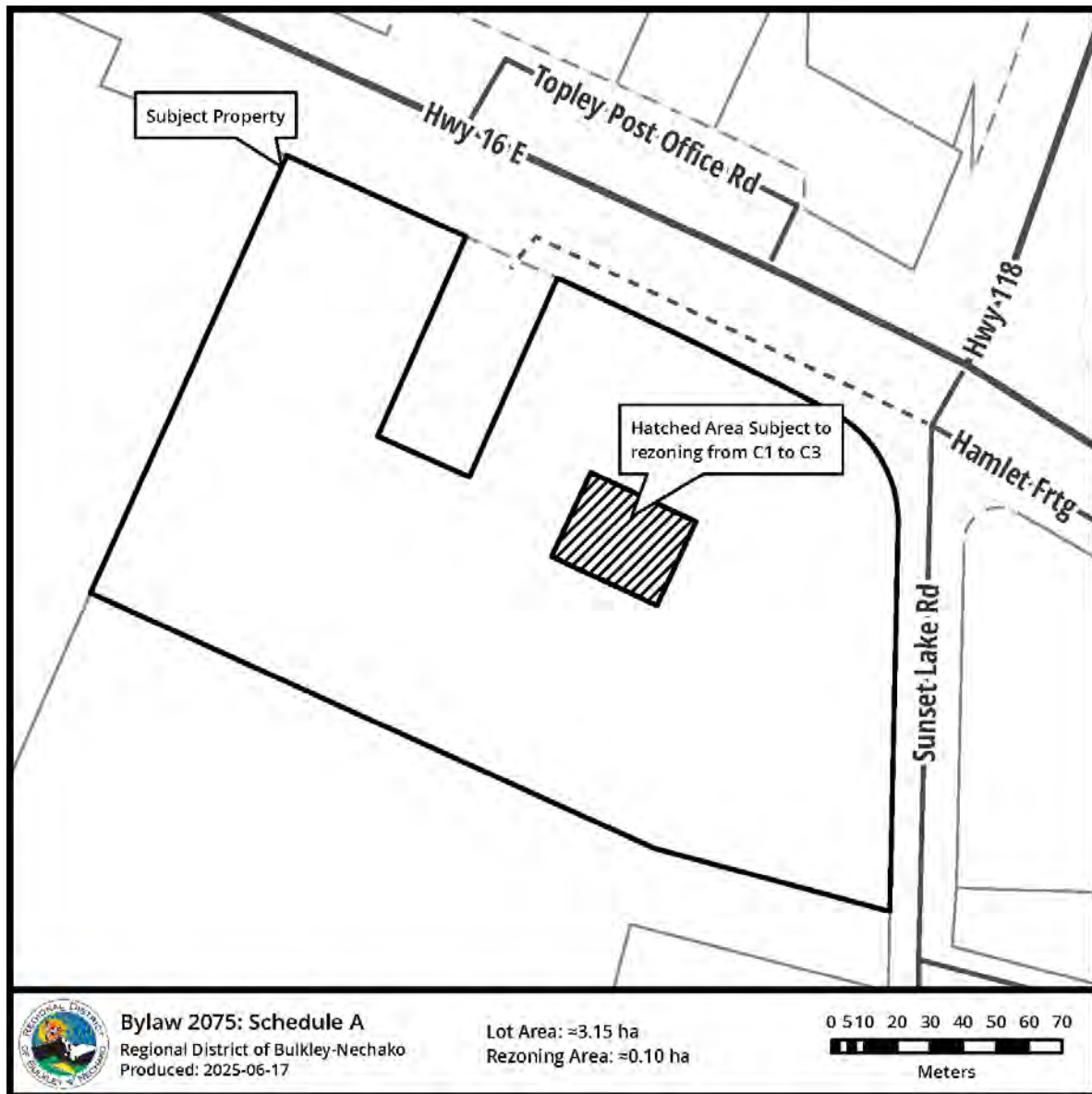
Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 20____

for Minister of Transportation & Transit

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2075



The portion of the lands legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353, be rezoned from "General Commercial Zone (C1)" to the "Tourist Commercial Zone (C3)".

I hereby certify that this is Schedule "A" of Bylaw No. 2075, 2025.

Corporate Administrator

Board Resolution

Draft Resolution for Rezoning Application RZ G-02-25
First and Second Reading for Rezoning Bylaw No. 2075, 2025

1. "That Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025 be given first and second reading this 10th day of July, 2025 and subsequently be taken to Public Hearing.

2. That the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025 be delegated to the Director or Alternate Director for Electoral Area G."

(All/Directors/Majority)

CARRIED

Newspaper Advertisement

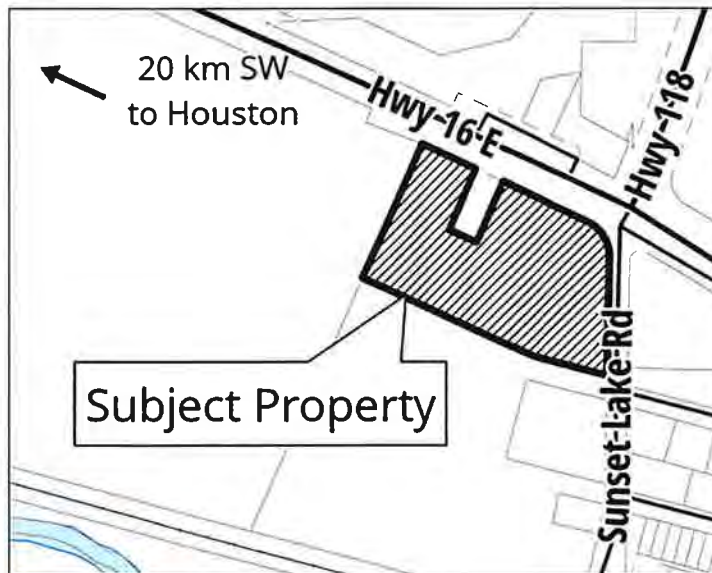
NOTICE OF PUBLIC HEARING

Notice is hereby given that an electronic/telephone Public Hearing affecting "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw) will be held on Tuesday, July 29, 2025 at 7:00 pm.

The Zoning Bylaw is proposed to be amended by Bylaw No. 2075, 2025 by rezoning approximately 1,000 square metres of the subject property from the General Commercial Zone (C1) to the Tourist Commercial Zone (C3) and by adding a text amendment to the C3 Zone and the Civic/Institutional Zone (P1) to allow Emergency and Health Services use on the subject property. The purpose of this bylaw is to allow the Topley Volunteer Fire Department to use the subject property for training exercises and equipment storage.

The subject property is located at 14523 & 14587 Sunset Lake Road, approximately 20 km southwest of the District of Houston. It is legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353. The subject property is shown outlined in black and labelled "Subject Property" on the location map below.

LOCATION MAP FOR BYLAW NO. 2075, 2025



Any person wanting to participate in the Public Hearing must contact the RDBN Planning Department no later than Tuesday, July 29, 2025 at 1:00 pm to receive instructions regarding video conferencing or telephone participation at the Public Hearing.

Written submissions to the Public Hearing must be sent by mail to P.O. Box 820, Burns Lake, BC, V0J 1E0 or by e-mail to planning@rdbn.bc.ca and must be received by the Regional District of Bulkley-Nechako no later than Tuesday, July 29, 2025 at 1:00 pm to be ensured of consideration at the Public Hearing.

The Public Hearing for Bylaw No. 2075, 2025 will be Chaired by the Director or Alternate Director for Electoral Area G (Houston/Granisle Rural) as a delegate of the Board. A copy of the Board resolution making the delegation, copies of the proposed bylaw, and other relevant information, including written submissions to the Public Hearing, may be inspected from Friday, July 18, 2025 through Tuesday, July 29, 2025 at the Regional District of Bulkley-Nechako office or the District of Houston municipal office during regular business hours, Monday to Friday (excluding statutory holidays) and online at <https://www.rdbn.bc.ca/departments/planning/public-meetings>.

For further information or to receive instructions regarding video conferencing or telephone participation, please call the Regional District of Bulkley-Nechako Planning Department at 250-692-3195 or toll-free at 1-800-320-3339.

Published in
Houston Today
Edition:
Week of July 21, 2025

First and Second Reading Staff Report



Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board

From: Danielle Patterson, Senior Planner

Date: July 10, 2025

Subject: **Rezoning Application RZ G-01-25**
First and Second Reading for Rezoning Bylaw No. 2075, 2025

RECOMMENDATION: (all/directors/majority)

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025" be given first and second reading.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025" be delegated to the Director or Alternate Director for Electoral Area G (Houston/Granisle Rural).

EXECUTIVE SUMMARY

The Topley Volunteer Fire Department (TVFD) submitted a rezoning application requesting the removal of the General Commercial Zone (C1) from a portion of the subject property and requesting a text amendment to permit Emergency and Health Service use on the subject property. The purpose of the application is to allow the property to be used for TVFD training space and equipment storage. The lands are owned by the Province and the TVFD has a 20-year lease agreement and approved management plan with the Province for the proposed use.

The proposal aligns with Houston, Topley, Granisle Rural Official Community Plan, Bylaw No. 1622, 2011 and is supported by the RDBN Regional Fire Chief. The location of the parcel across from the existing fire hall and near Highway 16 provides strategic emergency service access in Topley while also ensuring the parcel remains zoned for a range of Tourist Commercial uses in the future. Given this, planning staff anticipate the rezoning would provide a net benefit to the community of Topley. Planning staff recommend Bylaw No. 2075, 2025 receive first and second readings and subsequently be taken to Public Hearing.

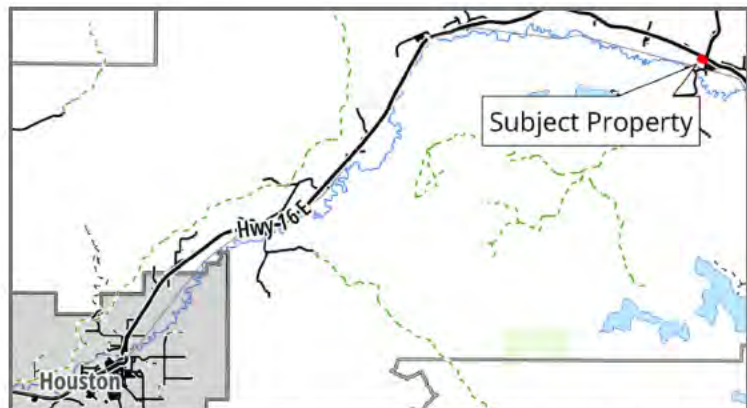
Pursuant to Section 52(3)(a) of the *Transportation Act*, the proposed bylaw requires approval from the Ministry of Transportation and Transit after third reading and prior to adoption as the property is within 800 m of a controlled access intersection on Highway 16. Pursuant to the *Environmental Management Act's Contaminated Sites Regulation* the proposed bylaw requires an approved certification document or a release notice prior to adoption.

APPLICATION SUMMARY

Name of Agent / Owner:	Glen Kelly, Agent, Topley Fire Protection Society (DBA Topley Volunteer Fire Department)/Province of BC (owner)
Electoral Area:	Electoral Area G (Houston/Granisle Rural)
Subject Properties:	14523 & 14587 Sunset Lake Road , legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353 (PID 004-678-524)
Property Size:	Approximately 3.15 ha (7.78 ac)
OCP Designation:	14523 Sunset Lake Road: Civic/Institutional (CI) pursuant to "Houston, Topley, Granisle Rural Official Community Plan, Bylaw No. 1622, 2011" (the OCP). All other lands on parcel: Commercial (C) in the OCP.
Zoning:	14523 Sunset Lake Road: Civic/Institutional (P1) pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" (the Zoning Bylaw). 14587 Sunset Lake Road: General Commercial (C1) Zone. All other lands on parcel: Tourist Commercial (C3) Zone.
Existing Land Uses:	Fire equipment storage (14523 Sunset Lake Road only)
Location:	Approximately 30 km northwest of the District of Houston, in the community of Topley. The subject property is at the intersection of Sunset Lake Road and Highway 16 across from the existing TVFD building (see overview and subject property maps).

Proposal:

The existing Topley Fire Hall is located at 21628 Topley Post Office Road, directly across the highway from the subject property. According to the applicant, the existing Topley Fire Hall has size limitations, resulting in a need for additional storage and training space.



The old Topley Fire Hall building on the subject property was built in 1995 and the 297.3 m² quonset hut was built in 1975. The TVFD wants to use the buildings for storage and the open area for training.

The Topley Volunteer Fire Department (TVFD) has a 20 year lease with the Province to use the subject property for TVFD equipment storage and training exercises. The TVFD's lease agreement with the Province does not allow the TVFD to build new structures.

The RDBN Zoning Bylaw defines these uses as Emergency and Health Service Use. The subject property currently has three zones: the General Commercial (C1) Zone (shown in yellow), the Tourist Commercial (C3) Zone (shown in orange), and the Civic/Institutional (P1) Zone (shown in dark green).

Given that these three zones do not permit Emergency and Health Service use, the TVFD is submitting a rezoning application, requesting the following amendments to the Zoning Bylaw to permit proposed TVFD uses:



1. Remove the C1 Zone from the subject property and replace it with the C3 Zone, to simplify overall zoning.
2. Add text amendments to the C3 and P1 zones to permit Emergency and Health Service use on the subject property.

DISCUSSION:

Official Community Plan (OCP)

Approximately 97 per cent of the subject property is designated Commercial (C) Under the OCP, and approximately three per cent (the old Topley Fire Hall site) is designated Civic/Institutional (CI). The OCP allows fire halls in all designations.

Section 2.3.1 of the OCP also contains the following Topley-specific goals.

"Topley has the following goals that are in addition to the general plan goals.

- (1) To provide appropriate opportunities for local employment within the community.*
- (2) To encourage the establishment of local service businesses in the community.*
- (3) To improve the aesthetic appearance of the community."*

Existing and Proposed Zoning

Currently the subject property has three zones, described as follows (see Attachments for Zone text).

- Approximately 94 per cent of the property is zoned Tourist Commercial (C3).
- Approximately three per cent of the property is zoned Civic/Institutional (P1) (the old fire hall site at 14523 Sunset Lake Rd).

- Approximately three per cent of the property is zoned General Commercial (C1) (the Quonset hut site at 14587 Sunset Lake Rd).

The applicant is requesting to remove the C1 zone that covers three per cent of the parcel and replace it with the C3 Zone, so the property would have two zones instead of three. Additionally, the applicant is requesting text amendments to the C3 and P1 Zones to permit Emergency and Health Service use on the subject property.

Site Contamination - Release

The subject property has a history of automotive salvage and wreckage use. Under the *Environmental Management Act's Contaminated Sites Regulation* automotive salvage and wreckage uses are listed as Schedule 2 uses (contaminated sites). As required pursuant to the *Contaminated Site Regulation*, a Site Disclosure Statement was submitted and accepted by the Ministry of Environment and Parks (MoEP) as completed. The RDBN can begin the rezoning process but cannot "approve" (adopt) the rezoning proposal until either a certification document or a release notice for the property has been accepted by MoEP.



Staff Comments

The location of the parcel across from the existing fire hall and near Highway 16 provides strategic emergency service access in Topley while also ensuring the parcel remains zoned for a range of Tourist Commercial uses in the future. Given this, planning staff anticipate the rezoning would provide a net benefit to the community of Topley. Planning staff recommend Bylaw No. 2075, 2025 receive first and second readings and subsequently be taken to Public Hearing.

REFERRAL RESPONSES

A letter from Chief Maureen Luggi of **Wet'suwet'en First Nation** dated April 16, 2025 states, "*Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title*" (see Attachments for letter).

The **District of Houston** stated they have no concerns.

The **Ministry of Transportation and Transit (MoTT)** stated via email, "*The Ministry sees no impact to our infrastructure. Pursuant to section 52(3)(a) of the Transportation Act, the Ministry of Transportation and Infrastructure is prepared to endorse the Bylaw after its third reading*". In previous communications, MoTT confirmed the proposed use requires the TVFD to apply for a highway access permit.

At their April 8, 2025 meeting, the **Electoral Area G Advisory Planning Commission** unanimously supported the proposal.

The **RDBN Regional Fire Chief** is supportive of this proposal.

No referral responses were received from Witset First Nation, the Office of the Wet'suwet'en or the Village of Granisle at the time of the writing of this report.

ATTACHMENTS:

- Bylaw No. 2075, 2025
- Letter from Chief Maureen Luggi
- APC Minutes
- C1, C3 and P1 Zones

STRATEGIC PLAN ALIGNMENT:

This topic aligns with the following Strategic Focus Area(s) from the RDBN Strategic Plan:

4. Community and Economic Sustainability



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 2075

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1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended such that the portion of the following lands zoned "General Commercial Zone (C1)" be rezoned to the "Tourist Commercial Zone (C3)".

Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353 as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 20.0.1.1. Permitted Uses in the "Tourist Commercial Zone (C3)":

"h) Emergency and Health Service only on the Parcel legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".

3. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be amended by adding the following to Section 25.0.1.1. Permitted Uses in the "Civic/Institutional Zone (P1)":

"g) Emergency and Health Service only on the Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857, Except Plans 5222 and 8353".

This bylaw may be cited as "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025".

READ A FIRST TIME this _____ day of _____ 2025.

READ A SECOND TIME this _____ day of _____ 2025.

PUBLIC HEARING HELD this _____ day of _____ 2025.

READ A THIRD TIME this _____ day of _____ 2025.

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 2075, 2025".

DATED AT BURNS LAKE this _____ day of _____ 2025.

Corporate Administrator

ADOPTED this _____ day of _____.

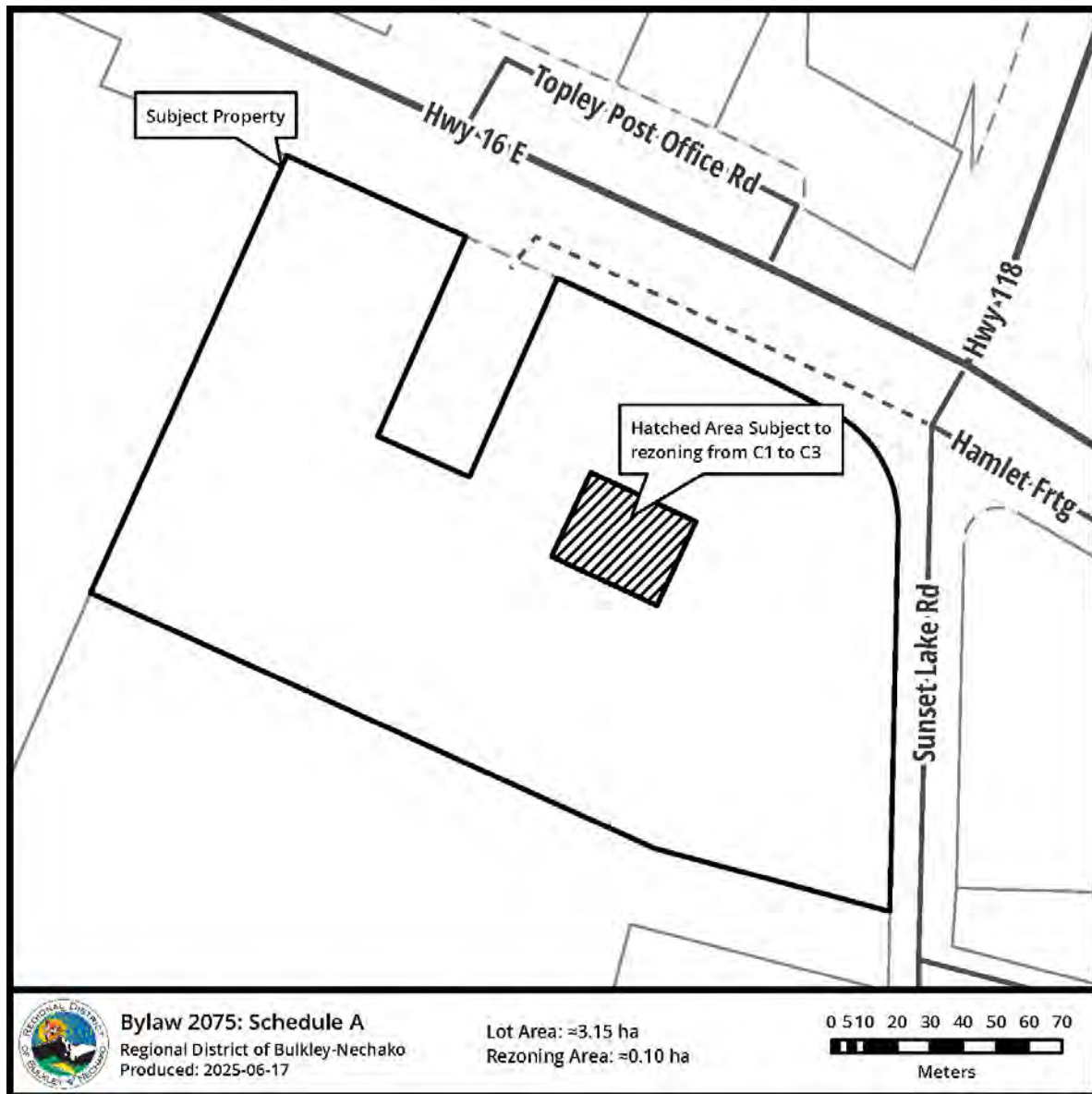
Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 20____

for Minister of Transportation & Transit

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO. 2075



The portion of the lands legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353, be rezoned from "General Commercial Zone (C1)" to the "Tourist Commercial Zone (C3)".

I hereby certify that this is Schedule "A" of Bylaw No. 2075, 2025.

Corporate Administrator



WET'SUWET'EN
FIRST NATION

April 16, 2025

Regional District of Bulkley Nechako Via electronic mail to: [REDACTED]
37 3rd Ave.
PO Box 820
Burns Lake, BC V0J 1E0

Attn: Danielle Patterson, Senior Planner

Dear Danielle Patterson:

Re: RDBN Zoning Amendment Application RZ G-01-25.

With respect to the above project, although our review has been constrained by time and insufficient technical resources, the Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title.

Please contact us if you have any questions.

Respectfully,
WET'SUWET'EN FIRST NATION


[REDACTED]
MAUREEN LUGGI
Chief

Wet'suwet'en First Nation

Box 760, Burns Lake,
British Columbia V0J 1E0



Advisory Planning Commission Meeting Minutes

Electoral Area G	Meeting Date: April 8, 7:00 pm	Meeting Location: Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Mary Robinson		<input checked="" type="checkbox"/> Director Chris Newell (arrived at 7:12 pm due to technical difficulties).
<input checked="" type="checkbox"/> Tom Euverman		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Dennis Tait		<input checked="" type="checkbox"/> Danielle Patterson, Senior Planner (notetaker)
		<input checked="" type="checkbox"/> Rowan Nagel, GIS/Planning Technician
Chairperson: Mary Robinson		Secretary: Dennis Tait
Call to Order: 7:02 pm		
Additions to the Agenda		
<u>Appointment of Secretary</u>		
<ul style="list-style-type: none"> - Tom Euverman motioned to appoint Dennis Tait as Secretary. Seconded by Mary Robinson. - Discussion: Danielle Patterson stated staff can assist with notetaking at meetings and the Secretary is responsible for the Secretary duties. - M. Robinson: All in favour? Yes. Carried. 		
<u>Official Community Plan Update</u>		
<ul style="list-style-type: none"> - D. Patterson provided a brief update: <ul style="list-style-type: none"> o The Board approved work on the Area G OCP and a work plan. o Estimated to take 12-18 months. o Parks and Planning Coordinator to arrange in-person meetings with APC. 		
Application RZ G-01-25		
<ul style="list-style-type: none"> - T. Euverman motioned that a recommendation be made to the Board to approve the application. Seconded by M. Robinson. All were in favour? Yes. Carried. 		
Application RDBN 01-25		
<ul style="list-style-type: none"> - General discussion held. APC members asked setbacks and elevation questions. Rowan Nagel provided information/screen shared map imagery. - R. Nagel stated without zoning in place, the current uses are allowed. - D. Patterson answered questions about referral processes. - D. Tait asked how the property was mistaken for DoH land. R. Nagel clarified there was a jurisdiction roll coding error, likely caused by the DoH owning the property. It is now corrected. 		
M. Robinson motioned to recommend the Board approve the proposal. Seconded by D. Tait. M. Robinson: All in favour? Yes. Carried.		
Meeting Adjourned at 7:23 pm	Secretary Signature	

Proposal: to remove this zone from the subject property (covers ~ 3% of the subject property)

SECTION 18.0 - GENERAL COMMERCIAL ZONE (C1)

18.0.1 Permitted Uses

1. Principal Uses
 - a) Agricultural Feed Store
 - b) Clubhouse
 - c) Community Recreation
 - d) Convenience Retail Store
 - e) Farmers' Market
 - f) Hotel
 - g) Licensed Establishment
 - h) Light Equipment Repair and Sales
 - i) Office
 - j) Personal Service
 - k) Restaurant
 - l) Retail Store
 - m) Service Station
 - n) Veterinary Clinic
2. Secondary Uses
 - a. Dwelling Unit in a building containing a Principal Use

18.0.2 Density

1. Not more than one Dwelling Unit shall be located on a Parcel.

18.0.3 Parcel Area

1. The minimum Parcel area that may be created by subdivision is 2,000 square metres (21,529 square feet).

18.0.4 Parcel Coverage

1. Structures shall not cover more than forty percent of the area of a Parcel not served by a Community Sewer System.

18.0.5 Setback

1. No Structure or part thereof, shall be located within the setback prescribed below:
 - a) 6 metres (19.68 feet) from the Rear Parcel Line;
 - b) 3 metres (9.84 feet) from the Parcel Line which abuts a Lane;
 - c) Where there is no developed rear Lane 5 metres (16.4 feet) from one Side Parcel Line;
 - d) where the Parcel abuts a Residential Zone, 6 metres (19.68 feet) from that Parcel Line;
 - e) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Highway.

SECTION 20.0 - TOURIST COMMERCIAL ZONE (C3)20.0.1 Permitted Uses1. Principal Uses

- a) Campground
- b) Hotel
- c) Marina
- d) Outdoor Recreation
- e) Primitive Campground
- f) Restaurant
- g) Single Family Dwelling
- h) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."

2. Secondary Uses

- a) Convenience Retail Store
- b) Licensed Establishment
- c) Recreational Vehicle Storage

20.0.2 Density

- 1. The combined maximum number of Sleeping Units in a Hotel, and sites for Cabins, Camping Vehicles and tents in a Campground or Primitive Campground is 25 per hectare.
- 2. Not more than one Single Family Dwelling shall be located on a Parcel.

20.0.3 Parcel Area

- 1. The minimum Parcel area that may be created by subdivision is 1 hectare (2.47 acres).

20.0.4 Setback

- 1. No Structure or part thereof, shall be located within 7.5 metres (24.60 feet) of a Parcel Line.

SECTION 25.0 - CIVIC/INSTITUTIONAL ZONE (P1)**25.0.1 Permitted Uses**

1. Principal Uses
 - a) Clubhouse
 - b) Community Care Facility
 - c) Community Recreation
 - d) Farmers' Market
 - e) Institutional
 - f) Utility
 - g) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."
2. Secondary Uses
 - a) Dwelling Unit in a building containing a Principal Use
 - b) Single Family Dwelling
 - c) Primitive Campground only in association with activities or events occurring on a Parcel where Clubhouse or Community Recreation is a Principal Use.

25.0.2 Density

1. Not more than two Dwelling Units shall be located on a Parcel.

25.0.3 Parcel Area

The minimum Parcel area that may be created by subdivision is as follows:

1. 350 square metres (3,767 square feet) if a Community Sewer System serves the Parcel; or
2. 1 hectare (2.47 acres) if the Parcel is not served by a Community Sewer System.

25.0.4 Parcel Coverage

1. Structures shall not cover more than forty percent of the area of a Parcel not served by a Community Sewer System.

25.0.5 Setback

1. No Structure or part thereof, shall be located within:
 - a) 7.5 metres (24.60 feet) of the Front Parcel Line;
 - b) 2 metres (6.56 feet) from any other Parcel Line which does not abut a Highway;
 - c) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Lane or Highway.

Official Community Plan Designation

3.6 Civic Institutional (CI) Designation

The Civic Institutional designation is intended to provide a range of public, government, and community related uses within the Plan area. Such uses may include schools, fire halls, community halls and churches.

3.6.1 Objective

- (1) To provide for the establishment of public facilities when necessary.

3.6.2 Policies

- (1) Rural fire halls are acceptable in any designation, subject to zoning.
- (2) The Regional District will cooperate with the local school district in planning for educational facilities. This will include:
 - (a) assessing the demand for new facilities by considering residential development activities and proposals; and,
 - (b) selecting appropriate sites for schools.
- (2) The Regional Board will permit additional Civic Institutional uses by way of rezoning, without the requirement for an OCP amendment subject to the following criteria:
 - (a) there is a demonstrated need for the proposed service;
 - (b) the proposed civic institutional use will not create an amount of traffic that will have an unacceptable negative impact on the rural character of the area;
 - (c) the proposed civic institutional development will minimize negative impacts on the environment;
 - (d) the proposed civic institutional use will not have an unacceptable negative impact on the neighbouring land uses or property owners; and,
 - (e) the proposed civic institutional use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).

3.7 Parks and Recreation (P) Designation

- (13) The Regional District encourages the Agricultural Land Commission to take steps to prohibit the use of productive agricultural land for the planting of trees for purposes of creating a carbon sink or carbon offset.
- (14) The planting of trees on non-arable land within the Agricultural Designation is encouraged.
- (15) The Province is encouraged to support local agricultural operations to ensure their long term viability.

3.2 Commercial (C) Designation

Only a limited amount of land for commercial development has been designated within the Plan area in an attempt to focus commercial activity within the District of Houston, the Village of Granisle and the community of Topley. Opportunities for neighbourhood based services, tourist commercial services and bed and breakfasts may be permitted within the rural areas surrounding these communities subject to the following Commercial objectives and policies.

3.2.1 Objectives

- (1) To provide for limited and appropriate opportunities for tourist and neighbourhood commercial development throughout the Plan area, where those services are necessary and do not conflict with existing uses.
- (2) To support and provide opportunities for home based business.
- (3) To recognize the District of Houston, the Village of Granisle and the community of Topley as the commercial centres of the Plan area.

3.2.2 Policies

- (1) Significant commercial uses will be encouraged to establish within the District of Houston, the Village of Granisle and the community of Topley.
- (2) Commercial areas for neighbourhood services may be designated subject to the following criteria.
 - (a) The primary target market for the service(s) to be provided or sold is the local rural area, and that area is not already adequately serviced.
 - (b) Sufficient on-site parking is provided.
 - (c) The proposed commercial use will not create an amount of traffic, noise or other impact that will adversely affect the rural character of the area.

- (d) The proposed commercial development will minimize negative impacts on the natural environment.
 - (e) The proposed commercial use will minimize negative impacts on neighbouring land uses or property owners.
 - (f) The proposed commercial use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).
- (3) Tourist Commercial uses may be designated subject to the following criteria.
 - (a) The use is directly associated with a distinctive or special characteristic or feature of the Plan area.
 - (b) The proposed commercial use will not create an amount of traffic, noise or other impact that will adversely affect the rural character of the area.
 - (c) Traffic management issues will be considered and addressed appropriately.
 - (d) The proposed commercial development will not have a significant negative impact on the natural environment.
 - (e) Negative impacts on neighbouring land uses or property owners are minimized.
 - (f) The proposed commercial use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).
- (4) Home based businesses are supported subject to restrictions on size, outdoor storage, employees and signs.
- (5) Bed and breakfasts are encouraged throughout the Plan area subject to the following criteria:
 - (a) any bed and breakfast rooms shall be located within the principal dwelling unit on a parcel;
 - (b) the number of rooms available for guest use shall vary depending upon the characteristics of the parcel but in no case shall exceed five (5) bedrooms; and,
 - (c) the sewage disposal system is of the appropriate capacity for the size of bed and breakfast.

- (6) Appropriate minimum parcel sizes for commercial uses will be required.
- (7) The establishment of permanent greenbelt buffers along parcel boundaries to provide a physical separation between commercial uses of land and adjacent agricultural lands is encouraged.

Zoning

(current and proposed)

Proposal: to remove this zone from the subject property (covers ~ 3% of the subject property)

SECTION 18.0 - GENERAL COMMERCIAL ZONE (C1)

18.0.1 Permitted Uses

1. Principal Uses
 - a) Agricultural Feed Store
 - b) Clubhouse
 - c) Community Recreation
 - d) Convenience Retail Store
 - e) Farmers' Market
 - f) Hotel
 - g) Licensed Establishment
 - h) Light Equipment Repair and Sales
 - i) Office
 - j) Personal Service
 - k) Restaurant
 - l) Retail Store
 - m) Service Station
 - n) Veterinary Clinic
2. Secondary Uses
 - a. Dwelling Unit in a building containing a Principal Use

18.0.2 Density

1. Not more than one Dwelling Unit shall be located on a Parcel.

18.0.3 Parcel Area

1. The minimum Parcel area that may be created by subdivision is 2,000 square metres (21,529 square feet).

18.0.4 Parcel Coverage

1. Structures shall not cover more than forty percent of the area of a Parcel not served by a Community Sewer System.

18.0.5 Setback

1. No Structure or part thereof, shall be located within the setback prescribed below:
 - a) 6 metres (19.68 feet) from the Rear Parcel Line;
 - b) 3 metres (9.84 feet) from the Parcel Line which abuts a Lane;
 - c) Where there is no developed rear Lane 5 metres (16.4 feet) from one Side Parcel Line;
 - d) where the Parcel abuts a Residential Zone, 6 metres (19.68 feet) from that Parcel Line;
 - e) 4.5 metres (14.76 feet) from any Parcel Line which abuts a Highway.

SECTION 20.0 - TOURIST COMMERCIAL ZONE (C3)20.0.1 Permitted Uses1. Principal Uses

- a) Campground
- b) Hotel
- c) Marina
- d) Outdoor Recreation
- e) Primitive Campground
- f) Restaurant
- g) Single Family Dwelling
- h) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."

2. Secondary Uses

- a) Convenience Retail Store
- b) Licensed Establishment
- c) Recreational Vehicle Storage

20.0.2 Density

- 1. The combined maximum number of Sleeping Units in a Hotel, and sites for Cabins, Camping Vehicles and tents in a Campground or Primitive Campground is 25 per hectare.
- 2. Not more than one Single Family Dwelling shall be located on a Parcel.

20.0.3 Parcel Area

- 1. The minimum Parcel area that may be created by subdivision is 1 hectare (2.47 acres).

20.0.4 Setback

- 1. No Structure or part thereof, shall be located within 7.5 metres (24.60 feet) of a Parcel Line.

SECTION 25.0 - CIVIC/INSTITUTIONAL ZONE (P1)**25.0.1 Permitted Uses**

1. [Principal Uses](#)
 - a) [Clubhouse](#)
 - b) [Community Care Facility](#)
 - c) [Community Recreation](#)
 - d) [Farmers' Market](#)
 - e) [Institutional](#)
 - f) [Utility](#)
 - g) Proposal to add text stating "Emergency and Health Service Use is permitted on on the Parcel legally described as legally described as Lot 7, District Lot 2623, Range 5, Coast District, Plan 4857 Except Plans 5222 and 8353."
2. [Secondary Uses](#)
 - a) [Dwelling Unit](#) in a building containing a [Principal Use](#)
 - b) [Single Family Dwelling](#)
 - c) [Primitive Campground](#) only in association with activities or events occurring on a [Parcel](#) where [Clubhouse](#) or [Community Recreation](#) is a [Principal Use](#).

25.0.2 Density

1. Not more than two [Dwelling Units](#) shall be located on a [Parcel](#).

25.0.3 Parcel Area

The minimum [Parcel](#) area that may be created by subdivision is as follows:

1. 350 square metres (3,767 square feet) if a [Community Sewer System](#) serves the [Parcel](#); or
2. 1 hectare (2.47 acres) if the [Parcel](#) is not served by a [Community Sewer System](#).

25.0.4 Parcel Coverage

1. [Structures](#) shall not cover more than forty percent of the area of a [Parcel](#) not served by a [Community Sewer System](#).

25.0.5 Setback

1. No [Structure](#) or part thereof, shall be located within:
 - a) 7.5 metres (24.60 feet) of the [Front Parcel Line](#);
 - b) 2 metres (6.56 feet) from any other [Parcel Line](#) which does not abut a [Highway](#);
 - c) 4.5 metres (14.76 feet) from any [Parcel Line](#) which abuts a [Lane](#) or [Highway](#).

Application



Application Form

Official Community Plan (OCP) / Zoning Bylaw Amendment

Applicants are advised to consult with Planning Staff before submitting an application. Applications can be submitted by mail, in person at the RDBN Office or emailed to planning@rdbn.bc.ca.

1. APPLICANT

Property Owner(s):

GLENN KELLY FOR

Name(s):

TOPLEY FIRE PROTECTION SOCIETY

Company Name:

Mailing Address:

Box 192

TOPLEY, B.C. V0J-2Y0

Phone (Home):

Phone (Cell):

E-mail:

2. PROPERTY OWNER

Applicant/Agent (if you are an agent acting on behalf of a property owner please fill out this section and have the property owner complete section 3).

Name:

RALPH BARKHOUSE, LAND OFFICER

Company Name:

Province of British Columbia

Mailing Address:

Box 9041 Stn. Prov. Govt.

Phone (Home):

Phone (Cell):

Email:

3. AGENT AUTHORIZATION

If the applicant is not the sole registered owner of the subject property, ALL owners of the subject property must sign the application below, or provide a signed letter, authorizing the applicant to act as agent on their behalf in regard to the application.

As owner(s) of the land described in this application, I/we authorize (please print) _____ to act as Applicant, and as our agent in regard to this application.

Owner Name (print)

Signature

Date

Owner Name (print)

Signature

Date

Owner Name (print)

Signature

Date

SEE COPY OF LEASE AGREEMENT

4. PROPERTY INFORMATION

Legal Description(s) of the land which is the subject of this Application (subject property):

LOT 7 DISTRICT LOT 2623 RANGE 5 COAST DISTRICT PLAN 4857 EXCEPT

Civic Address (House No., Street Name): 145234 / 14587 SUNSET LAKE PLANS 5222 + 8353

Parcel Identifier (PID): 004-678-624 ROAD TOPLEY, BC. VDS-240

Property Size(s): 7.766 ACRES (Hectares/Acres)

Existing Land Use:

(Describe all current uses that occur on the land under application, including a list of buildings and the use of each building.)

MAIN BUILDING - STORAGE OF FIRE EQUIPMENT

QUANSET HUT - FUTURE STORAGE USE

THE PROPERTY WILL EVENTUALLY BE
USED FOR TRAINING EXERCISES

5. REQUESTED AMENDMENT

Existing Zoning:

Proposed Zoning Amendment:

Existing OCP Designation:

Proposed OCP Amendment:

CHANGE EXISTING ZONING TO P1A
CHANGE FROM P1, R5, C3 TO P1A

Reason for Application:

(Describe the reason for the application. If the application is to allow a proposed new land use or development, describe that use and / or development. Also discuss why you consider the proposed use and / or development to be appropriate for the land under application. Attach separate pages to the application, or a letter as necessary.)

CURRENTLY THE PROPERTY HAS MULTIPLE
ZONES AND WE WOULD LIKE IT BE CHANGED TO
SUIT FIRE DEPT ACTIVITIES.

OUR CURRENT HALL IS LOCATED DIRECTLY ACROSS
THE HIGHWAY AND IS OVERCROWDED NOT
ALLOWING TO RESPOND AS QUICK AS WE WOULD LIKE TO.
BY MOVING SOME EQUIP TO OUR NEW HALL WOULD
ALLEVATE THE CONGESTION

6. APPLICATION FEES

An application fee as set out in Schedule A to the Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898, 2020 must accompany this application. An application is not considered complete and cannot be processed until the required application fee and information has been received by the Regional District. Fees can be paid in the following ways:

- Cheques payable to the Regional District of Bulkley-Nechako
- Debit card or cash payments can be made at the RDBN office, 37 3rd Avenue, Burns Lake, BC.
- ETransfer to pay@rdbn.bc.ca (Include in message box what you are paying for)
- Credit card through [Option Pay](#) on the RDBN Webpage (fees will apply)

The following fees are required: Check the box that applies to your application

- | | |
|--|---------|
| <input type="checkbox"/> Official Community Plan (OCP) Amendment | \$1,000 |
| <input checked="" type="checkbox"/> Zoning Bylaw Amendment | \$1,000 |
| <input type="checkbox"/> Combined OCP and Zoning Bylaw Amendment | \$1,500 |

*Please note that the fee for an application to legalize an existing bylaw contravention is increased by an additional 50%.

7. SIGN NOTIFICATION REQUIREMENTS

Most applications require that a sign be posted on the property to advise the community of the application. The sign can be provided by the property owner, or it can be rented from the Regional District of Bulkley-Nechako office (37-3rd Ave, Burns Lake) for a fee of \$25 plus a security deposit of \$75. The \$100 fee and deposit can be included with your application fee.

Do you wish to rent signage? ☐ Not applicable (to be confirmed by Planning Department)

☒ Yes, I will pay the sign fee now

☐ No, I will provide my own signage

8. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Personal information requested on this form is collected under the *Freedom of Information and Protection of Privacy Act* section 26(c) and will be used for the purpose of processing your application. Any information relating to the use and development of the land provided to the RDBN for consideration in relation to the application may be made available for review by any member of the public. If you have any questions about the collection and use of this information, please contact the RDBN Information and Privacy Coordinator at 1-800-320-3339.

9. INDUSTRIAL OR COMMERCIAL PURPOSES OR ACTIVITIES

Has the site been used for any industrial or commercial purposes or activities described in **SCHEDULE 2** of the Contaminated Sites Regulations? (SCHEDULE 2 included in application package). If yes, complete the Site Disclosure Statement located on the following provincial site and attach to application. (www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/guidance-resources/forms)

☒ Yes

☐ No

CURRENTLY BEING COMPLETED BY
THE LAND OWNER AS THEY
COMPLETED THE SITE CONTAMINATION
ASSESSMENT

10. DECLARATION

I, the undersigned, hereby declare that the attached information, provided with respect to this application is a true statement of facts, and authorize RDBN staff to conduct site inspections of the subject property for the purpose of confirming information submitted as part of this application, and for the purpose of processing this application.



FEB 4/25
Date

Owner(s)

Date

Owner(s)

Date

***To ensure your application is complete and that all items have been included with your application, see page 3 of the Official Community Plan & Zoning Amendment brochure for the application checklist.**

MANAGEMENT PLAN

File #6409476

Document #SK949337

ACCEPTED BY:


SIGNED on behalf of HIS MAJESTY THE KING IN RIGHT OF THE **PROVINCE OF BRITISH COLUMBIA** by the minister responsible for the *Land Act* or the Minister's authorized representative.

The signature of the Province's authorized representative is solely for the purpose of acknowledging the Province's acceptance of this document as the Management Plan for the purposes of the tenure document and does not represent a certification by the Province or its signatory of any factual content or acceptance of professional responsibility by the Province's signatory for any advice or analysis contained in this document.

P. Sawchuck
Authorized Signatory
Ministry of Water, Land and Resource Stewardship

Christy Sawchuck
Print Name
Authorizations Specialist
Title
July 9, 2024
Date

SIGNED on behalf of TOPLEY FIRE PROTECTION SOCIETY
by a duly authorized signatory


Authorized Signatory

GLENN KELLY
Print Name
PRESIDENT
Title
JULY 8/2024
Date

Crown Land Application Management Plan

To complete this plan:

1. Review the [application checklist](#) and [guidance document](#)
2. Describe your project in detail in the form below (you may be required to use a qualified professional to complete the plan)
3. Submit your plan with your application through [Virtual FrontCounter BC](#).

Please note:

- If we need more information, we will contact you. Applications not meeting application requirements within the requested timeframes may be rejected.

1.0 Background

The Application for Crown land tenure requires general information about your proposed activity.

1.1 Project Overview

Describe the intended use for which authorization is requested, including construction and/or phase development details, and decommissioning information (if applicable). Provide general information on activity purpose, location, size, timeframe, and main features. Be sure to include any proposed mitigative measures for impacts.

This existing buildings at this location would be used as storage for our Tender and SPU Trailer. Future options would be to use the location for First Responder Training

1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete, or on-going. Be sure to describe the activity, its status, and any comments/milestones.

Activity	Brief Description	Complete/ Incomplete/ Ongoing	Comments
No investigation activity has been carried out			

1.3 Engagement with First Nations

- Describe your engagement with First Nation communities or groups regarding your proposed activities.
- Include the name of the First Nation(s) and its representative(s)
- Detail your discussion of potential adverse effects from the proposed activity and any discussed mitigation measures.
- Provide information on First Nations agreements undertaken.

Held a meeting with the General Manager Pauline Goertzen of the WET'SUWET'EN First Nations. They have received a letter (copy attached) from us regarding our intentions for the property. There is no adverse affects from our proposed use of the property

2.0 Location

A [General Location Map](#) and a Detailed Site Plan are required to be uploaded with the application.

2.1 Description

Provide a general description of the location of the project. Be sure to note:

- Traffic patterns and volume
- Parking
- Any other significant details related to your activity

There will be no increase in traffic patterns or volume. There is ample off road parking for all activities.

2.2 Location Justification

Tell us why you need this type of activity at this location. For example, is the activity close to a highway for easy truck access?

Our current Fire hall is located directly across Highway 16 from this location giving us easy access at all times.

2.3 Seasonal Expectations of Proposed Use

Let us know what times of the year you're proposing to use the land. Ensure you reference appropriate [timing windows](#) for projects in or around water.

Construction/ Operations	Brief Description	Season/ Timing	Comments
This location would be used year round for storage			

2.4 Historical Use

Has the land, or portions of the land been previously developed? Provide as much detail as you can, adding this detail to the maps if necessary.

The current building on the property was the previous home to the Topy Volunteer Fire Department

3.0 Infrastructure and Improvements

3.1 Facilities and Infrastructure

Detail any new and existing facilities, infrastructure, or processes proposed and any ancillary uses. Provide details of planned construction methods, materials, and construction scheduling. Identify mitigation for potential issues. Outline your plan for long term maintenance of improvements, decommissioning, and/or required remediation.

Facility/Infrastructure / Process	Construction Methods/Materials	Construction Schedule	Long Term Planning
No construction is planned other than to clean up the site and cosmetic improvements to the building	N/A	N/A	A form of heating will need to be put into the building

3.2 Infrastructure/Access

Identify existing and proposed roads used to access the site.

Include information about:

- Types of roads and vehicles expected to use them
- Anticipated traffic volumes during construction and operation
- The use of roads by season
- Connections that:
 - Need either a Ministry of Transportation and Infrastructure [permit for connection](#) or
 - [Use of a Forest Service Road](#).
- Any road use agreements

Roadway/ Proposed Connection	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume for Construction and Operational Phases	Mitigation of Traffic Effects
No changes	Road	N/A	N/A	N/A

3.3 Utility Requirements and Sources

Describe utility requirements and potential sources, include agreements in place or underway allowing access to utilities. Utilities include power generation, electrical or gas transmission or distribution lines, and telecommunications.

Utility currently provided on site will not require any changes

3.4 Water Supply

Identify water requirements for construction and operation phases.

Construction/ Operation Phase	Water Source(s) (e.g. Surface Water, Ground Water, etc.)	Source/Locatio n	Infrastructure Description	Agreements*
-------------------------------------	---	---------------------	-------------------------------	-------------

N/A	Existing Well on site	Shallow well on site	N/A	N/A

*Agreements outside of [Water Sustainability Act Authorizations](#), such as Municipal water supply.

3.5 Waste Collection Treatment and Disposal

Identify any waste disposal (note septic system required), sewage, sanitation facilities, and refuse disposal proposed. Include agreements in place or underway such as regional health board sewage disposal permits.

Construction/ Operation Phase	Discharge distance to closest body of water (lake, well, etc.)	Volume of daily discharge	Infrastructure description	Agreements
N/A	Existing septic tank	N/A	N/A	N/A

3.6 FireSmart

Identify any proposed actions to incorporate [FireSmart](#) best practices in the tenure area.

Property would be brought to current BC Fire Smart standards

4.0 Environmental

Describe significant impacts and proposed mitigation for each of the following:

4.1 Land Impacts

4.1.1 Vegetation Removal

Is any timber removal required? To cut timber on Crown land once your tenure has been issued, you may require an [Occupant Licence to Cut](#).

No timber to be removed

Are any areas of vegetation to be cleared, outside of timber removal?

No

4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including grubbing, excavation, contouring, and levelling?

None required

Is the area to be excavated a [brownfield](#) site or have the potential to be [contaminated](#)?

No

Any ground-disturbing activities have the potential to impact [archaeological](#), paleontological [fossils](#), or historical artifacts. Have you considered these [potential impacts](#) or taken any action to identify them? You may be required to hire a professional to assist with your investigations.

No

4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body? The [Riparian Areas Protection Regulation](#) may affect your development if it's within 30 metres of a watercourse and you intend to:

- Disturb soil
- Remove plants
- Construct or install works for flood protection
- Develop drainage systems or service sewer or water systems

N/A

4.1.4 Pesticides and Herbicides

Will [pesticides, fertilizers, or herbicides](#) be used during construction, operations, or maintenance?

N/A

4.1.5 Visual Impacts

What impacts will your activity have on [visual quality objectives](#). Could it impact sight lines from surrounding areas likely to be used for scenic viewing?

N/A

4.2 Atmospheric Impact

4.2.1 Sound, Odour, Gas, or Fuel Emissions

Will your activity cause any of the following to disturb wildlife or nearby residents?

- Sound?
- Odour?
- Gas?
- Fuel Emissions?

None

4.3 Hydrology

4.3.1 Drainage Effects

Will the project result in changes to land drainage?

No

4.3.2 Flood Potential

Will the project result in a potential for flooding?

No

4.4 Fish and Wildlife Habitat

4.4.1 Disturbance to Fish/Wildlife and Fish/Wildlife Habitat

What effect will your activity (construction or operations phase) have on [wildlife or wildlife habitat](#)?

None

Will the activity (construction or operations phase) occur in and around [streams, lakes, estuarine, or marine environments](#)?

No

Is the construction or operation of your activity likely to increase erosion or sedimentation?

No

Will the construction or operation of your activity require [water diversion](#)?

No

Will the activity threaten or endanger [species at risk](#) in the area?

No

5.0 Socio-Community

Describe significant impacts and proposed mitigation for each of the following:

5.1 Land Use

Describe the current community setting or any locally known areas in use on, or near, the activity area.

Residential, Motel, Fire Department, Post Office

5.1.1 Land Management Plans and Regional Growth Strategies

Are there any plans, strategies, or use restrictions that could limit or prevent your activity? They include:

- [Land and resource management plans](#)
- Coastal plans
- Provincial or regional growth strategies
- [Local government plans](#) with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land?

Refer to the [Union of BC Municipalities](#), and check the websites of the municipality, regional district, or other organization with jurisdiction that includes your activity area.

None Known

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability of adjacent landowners or tenure holders to access their property or tenures?

No

5.2.2 Public Access

Will the project result in changes to public access?

No

5.2.3 Existing Services

Describe any increased demand on fire protection, health facilities, or emergency services. Include proposed management or mitigation measures.

No increased demand on any emergency services

END OF FORM













Referral Responses



WET'SUWET'EN
FIRST NATION

April 16, 2025

Regional District of Bulkley Nechako Via electronic mail to [REDACTED]
37 3rd Ave.
PO Box 820
Burns Lake, BC V0J 1E0

Attn: Danielle Patterson, Senior Planner

Dear Danielle Patterson:

Re: RDBN Zoning Amendment Application RZ G-01-25.

With respect to the above project, although our review has been constrained by time and insufficient technical resources, the Wet'suwet'en First Nation has not identified any unacceptable impacts that the development as presented would have on our Indigenous rights and title.

Please contact us if you have any questions.

Respectfully,
WET'SUWET'EN FIRST NATION

[REDACTED]
MAUREEN LUGGI
Chief

Wet'suwet'en First Nation

Box 760, Burns Lake,
British Columbia V0J 1E0

Phone: [REDACTED]
Email: [REDACTED]

From: [REDACTED]
To: [REDACTED]
Subject: FW: Referral Documents RZ G-01-25
Date: March 20, 2025 8:38:25 AM

From: District CAO [REDACTED]
Sent: March 20, 2025 8:37 AM
To: Deneve Vanderwolf [REDACTED]
Subject: RE: Referral Documents RZ G-01-25

[EXTERNAL EMAIL] Please do not click on links or open attachments from unknown sources.

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Good Morning Deneve,

The District of Houston has no concerns.

Ryan Nitchie
Chief Administrative Officer



District of Houston
Phone: 250-845-2238 | Fax: 250-845-3429 |
Ext.232
3367-12th Street | PO Box 370 | Houston, BC
V0J 1Z0
cao@houston.ca | www.houston.ca



I respectfully acknowledge that I live and work on the traditional and unceded territory of the Wet'suwet'en people and the traditional keepers of their land.



Do you really need to print this email? Think green!

The information transmitted herein is confidential and may contain privileged information. It is intended solely for the person or entity to which it is addressed. Any review, retransmission, dissemination, taking of any action in reliance upon, or other use of this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please notify the sender and delete or destroy all digital and printed copies.

From: Deneve Vanderwolf [REDACTED]
Sent: March 20, 2025 8:25 AM
To: District CAO [REDACTED]

Danielle Patterson

From: RDBN Planning
Sent: April 29, 2025 2:52 PM
To: Danielle Patterson
Subject: FW: Applicant Notification - File #2025-01384 (Task Id: 26959599)
Attachments: RDBN_Ref.pdf

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

From: eDAS@gov.bc.ca [REDACTED]
Sent: April 29, 2025 2:43 PM
To: RDBN Planning <planning@rdbn.bc.ca>
Subject: Applicant Notification - File #2025-01384 (Task Id: 26959599)

[EXTERNAL EMAIL] Please do not click on links on open attachments from unknown sources.

Date: 2025-Apr-29

Hello, The Ministry of Transportation and Transit Approval Application 2025-01384 is available for the next step and your action. You can access the file at

[REDACTED]

Please view the following as the Ministry's response to the Application Summary as outlined in the Project Description below:

The subject property currently has three zones: the General Commercial (C1) Zone (shown in yellow), the Tourist Commercial (C3) Zone (shown in orange), and the Civic/Insttutional (P1) Zone (shown in dark green). Given that these three zones do not permit Emergency and Health Service Use, the TVFD is submitting a rezoning application, request the following amendments to the Zoning Bylaw to permit proposed TVRD uses:

1. Remove the C1 Zone from the subject property and replace it with the C3 Zone, to simplify overall zoning.
2. Add text amendments to the C3 and P1 zones to permit Emergency and Health Service use on the subject property.

The Ministry sees no impact to our infrastructure.

Pursuant to section 52(3)(a) of the Transportation Act, the Ministry of Transportation and Infrastructure is prepared to endorse the Bylaw after its third reading.


If you have any questions please feel free to contact me.

Sincerely,

Rhonda Leach
A/Development Officer



Advisory Planning Commission Meeting Minutes

Electoral Area G	Meeting Date: April 8, 7:00 pm	Meeting Location: Zoom
Attendance		
<u>APC Members</u>		<u>Electoral Area Director</u>
<input checked="" type="checkbox"/> Mary Robinson		<input checked="" type="checkbox"/> Director Chris Newell (arrived at 7:12 pm due to technical difficulties).
<input checked="" type="checkbox"/> Tom Euverman		<u>Other Attendees</u>
<input checked="" type="checkbox"/> Dennis Tait		<input checked="" type="checkbox"/> Danielle Patterson, Senior Planner (notetaker)
		<input checked="" type="checkbox"/> Rowan Nagel, GIS/Planning Technician
Chairperson: Mary Robinson		Secretary: Dennis Tait
Call to Order: 7:02 pm		
Additions to the Agenda		
<u>Appointment of Secretary</u>		
<ul style="list-style-type: none"> - Tom Euverman motioned to appoint Dennis Tait as Secretary. Seconded by Mary Robinson. - Discussion: Danielle Patterson stated staff can assist with notetaking at meetings and the Secretary is responsible for the Secretary duties. - M. Robinson: All in favour? Yes. Carried. 		
<u>Official Community Plan Update</u>		
<ul style="list-style-type: none"> - D. Patterson provided a brief update: <ul style="list-style-type: none"> o The Board approved work on the Area G OCP and a work plan. o Estimated to take 12-18 months. o Parks and Planning Coordinator to arrange in-person meetings with APC. 		
Application RZ G-01-25		
<ul style="list-style-type: none"> - T. Euverman motioned that a recommendation be made to the Board to approve the application. Seconded by M. Robinson. All were in favour? Yes. Carried. 		
Application RDBN 01-25		
<ul style="list-style-type: none"> - General discussion held. APC members asked setbacks and elevation questions. Rowan Nagel provided information/screen shared map imagery. - R. Nagel stated without zoning in place, the current uses are allowed. - D. Patterson answered questions about referral processes. - D. Tait asked how the property was mistaken for DoH land. R. Nagel clarified there was a jurisdiction roll coding error, likely caused by the DoH owning the property. It is now corrected. 		
M. Robinson motioned to recommend the Board approve the proposal. Seconded by D. Tait. M. Robinson: All in favour? Yes. Carried.		
Meeting Adjourned at 7:23 pm	Secretary Signature	

From: [REDACTED]
To: [REDACTED]
Subject: RE: Any comments for Board report? Topley Fire Department RZ app
Date: June 24, 2025 9:03:54 AM
Attachments: [image001.png](#)
[image003.png](#)

No concerns from me, and I support the application.

Jason Blackwell
Regional Fire Chief

[REDACTED]
This message is intended for the addressee(s) named and is confidential.
The message must not be circulated or copied without the prior consent of the sender or the sender's representative Corporation.

Public Comments

No Comments received as of July 18, 2025