



CITY OF PRINCE GEORGE

Regular Council Meeting – April 27, 2020

As a result of the COVID-19 pandemic and Ministerial Order No. M083, “in-person” public attendance at council and committee meetings has been **discontinued**. This decision is effective for the period that Ministerial Order No. M083 applies.

During its scheduled time, members of the public are encouraged to view the Standing Committee on Finance and Audit meeting [virtually via the City's webcast page](#).



REGULAR COUNCIL MEETING AGENDA

April 27, 2020, 6:00 p.m.

Council Chambers of City Hall

1100 Patricia Boulevard, Prince George, BC

Pages

A. ADOPTION OF THE AGENDA

RECOMMENDATION:

That the agenda for the regular meeting of Council scheduled for April 27, 2020, BE ADOPTED.

B. MINUTES

B.1 Adoption of Minutes

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RECOMMENDATION:

That the attached minutes of the regular Council meeting held April 6, 2020, be adopted as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

C. CONSENT AGENDA (FOR INFORMATION)

C.1 2020 Q1 Consultant Spending Report

19

RECOMMENDATION:

That Council RECEIVES FOR INFORMATION the report dated April 14, 2020 from the Director of Finance titled "2020 Q1 Consultant Spending Report".

C.2 Monthly Building Permit and Development Permit Summary (March 2020)

23

RECOMMENDATION:

That Council RECEIVES FOR INFORMATION the report dated April 14, 2020 from the General Manager of Planning and Development titled "Monthly Building Permit and Development Permit Summary (March 2020)".

C.3 Procurement Quarterly Report 2020 – Quarter One (January – March)

26

RECOMMENDATION:

That Council RECEIVES FOR INFORMATION the Staff Report dated April 17, 2020, from the General Manager of Administrative Services, titled "Procurement Quarterly Report 2020 – Quarter One (January - March)".

D. REPORTS

GENERAL MANAGER OF PLANNING AND DEVELOPMENT - IAN WELLS

D.1 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020

30

Applicant: City of Prince George

Location: Portion of road located adjacent to 1440 Taylor Drive

Documents for Council's consideration regarding "1440 Taylor Drive Road Closure Bylaw No. 9117, 2020" include:

- Staff report dated April 9, 2020 from the General Manager of Planning and Development titled "1440 Taylor Drive Road Closure Bylaw No. 9117, 2020";
- Appendix "A" - Proposed Road Closure;
- Exhibit "A" - Location Map; and
- Exhibit "B" - Proposed Consolidation.

City of Prince George 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020

RECOMMENDATION:

That Council GIVES FIRST and SECOND READINGS to "City of Prince George 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020".

D.2 Amendment to the City of Prince George Zoning Bylaw No. 7850, 2007 (Bylaw No. 9109)

38

Applicant: City of Prince George

Subject: Text amendments to reflect updates to the BC Building Code regulations relating to the floor area of secondary suites.

Documents for Council's consideration regarding "Amendment to the City of Prince George Zoning Bylaw No. 7850, 2007 (Bylaw No. 9109) include:

- Staff report dated March 10, 2020 from the General Manager of Planning and Development titled "Amendment to the City of Prince George Zoning Bylaw No. 7850, 2007 (Bylaw No. 9109)"; and
- Exhibit "A" to RZ100653.

City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020

RECOMMENDATION:

That Council:

1. GIVES FIRST AND SECOND READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020"; and
2. WAIVES the requirements for a public hearing for proposed "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020", pursuant to Section 464 (2) of the Local Government Act.

D.3 Amendment to City of Prince George Zoning Bylaw No. 7850, 2007 (Bylaw No. 9110)

44

Applicant: City of Prince George

Subject: Text amendments to provide consistency and clarity to the interpretation of "City of Prince George Zoning Bylaw No. 7850, 2007."

RECOMMENDATION:

That Council:

- 1. GIVES FIRST AND SECOND READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9110, 2020"; and**
- 2. WAIVES the requirements for a public hearing for proposed "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9110, 2020", pursuant to Section 464(2) of the Local Government Act.**

D.4 Temporary Use Permit Application No. TU000055

55

Applicant: Gaylene Neary for The Well - A Gathering Place Fellowship

Location: 4350 15th Avenue

Documents for Council's consideration regarding "Temporary Use Permit Application No. TU000055" include:

- Staff report dated March 24, 2020 from the General Manager of Planning and Development titled "Temporary Use Permit Application No. TU000055";
- Location and Existing Zoning Map;
- Temporary Use Permit No. TU000055; and
- Correspondence dated April 17, 2020 from Gaylene Neary, Mirror Image Counselling (Applicant), in Support of the Application.

RECOMMENDATION:

That Council APPROVES Temporary Use Permit No. TU000055 for the property legally described as Lot 1, District Lot 2507, Cariboo District, Plan EPP84493.

D.5 Temporary Use Permit Application No. TU000059

63

Applicant: Antonio Rebelo

Location: 1973 Ogilvie Street

Documents for Council's consideration regarding "Temporary Use Permit Application No. TU000059" include:

- Staff report dated April 8, 2020 from the General Manager of Planning and Development titled "Temporary Use Permit Application No. TU000059";
- Location and Existing Zoning Map;
- Temporary Use Permit No. TU000059; and
- Letter of Intent from the Applicant.

RECOMMENDATION:

That Council APPROVES Temporary Use Permit No. TU000059 for the property legally described as Lot 23, District Lot 936, Cariboo District, Plan 15083.

D.6 Variance Permit No. VP100567

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Applicant: Dorothy Van Diepen

Location: 2763 Michener Crescent

Documents for Council's consideration regarding "Variance Permit No. VP100567" include:

- Staff report dated April 9, 2020 from the General Manager of Planning and Development titled "Variance Permit No. VP100567";
- Location and Existing Zoning Map;
- Development Variance Permit No. VP100567;
- Exhibit "A" to VP100567;
- Supporting Document; and
- Rationale Letter from the Applicant.

RECOMMENDATION:

That Council DENIES Development Variance Permit No. VP100567 to vary City of Prince George Zoning Bylaw No. 7850, 2007 for the property legally described as Lot 10, District Lot 8175, Cariboo District, Plan 17631 as follows:

- a. Vary Section 5.6.6 by increasing the maximum floor area of a secondary dwelling from 40% to 60% of the total floor area of the principal dwelling, as shown on Exhibit "A" to VP100567.

GENERAL MANAGER OF ADMINISTRATIVE SERVICES - WALTER BABICZ

D.7 Proposed Revised Structure for Appointments of Secondary Alternate Municipal Directors to the Regional District of Fraser Fort-George Board

82

RECOMMENDATION:

That Council:

1. APPROVES the appointment of Councillor Frizzell, Councillor Ramsay, Councillor Scott and Councillor Skakun as Secondary Alternate Municipal Directors to each of the four (4) Municipal Directors on the Regional District of Fraser-Fort George Board until the inaugural meeting of Council after the 2022 General Local Election; and
2. ESTABLISHES the system shown on Appendix 3 attached to the report dated April 16, 2020 from the General Manager of Administrative Services titled "Proposed Revised Structure for Appointments of Secondary Alternate Municipal Directors to the Regional District of Fraser-Fort George Board", to determine which alternate municipal director is to act in the place of any absent municipal director.

E. BYLAWS - FINAL READING AND ADOPTION

- E.1 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019** 88

Applicant: Duk Hong Kim and Myung Soon Kim
Location: 9902 Sintich Road

RECOMMENDATION:

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019."

F. CORRESPONDENCE

- F.1 Correspondence dated April 8, 2020 from John Huybers, Past President, Caledonia Nordic Ski Club: Request for Resolution in Support of a Grant Application to Northern Development Initiative Trust** 91

RECOMMENDATION:

That the City of Prince George SUPPORTS the application to Northern Development Initiative Trust from the Caledonia Nordic Ski Club for a grant of up to \$15,000 for the construction of a mountain bike skill development area at the Caledonia Nordic Ski Club from the Community Halls and Recreation Facilities Account.

- F.2 Correspondence dated April 8, 2020 from Mayor Gary Foster, Northern Rockies Regional Municipality: US Travelers on the Alaska Highway and COVID-19** 92

- F.3 Correspondence dated April 16, 2020 from Deputy City Clerk, Tracy Bate, City of Campbell River: Opioid Class Action Lawsuit** 94

G. ADJOURNMENT

RECOMMENDATION:

That there being no further business the Regular Meeting of Council, BE ADJOURNED.

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 7, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, GENERAL MANAGER OF ADMINISTRATIVE SERVICES

SUBJECT: Adoption of Minutes – April 6, 2020

ATTACHMENTS: Minutes of regular Council Meeting held April 6, 2020
Voting Summary of regular Council Meeting held April 6, 2020

RECOMMENDATION:

That the attached minutes of the regular Council meeting held April 6, 2020, be adopted as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

PURPOSE:

For Council decision.

POLICY / REGULATORY ANALYSIS:

As required by the *Community Charter*, the “City of Prince George Council Procedures Bylaw No. 8388, 2011” provides for the taking of minutes of Council meetings, including requiring certification of those minutes.

OTHER CONSIDERATIONS:

It is recommended that Council pass a resolution confirming that the minutes of the regular meeting held April 6, 2020 are an accurate record of the business considered by Council at that meeting. A Council voting summary table for the aforementioned meeting is also attached for reference.

RESPECTFULLY SUBMITTED:

Walter Babicz, General Manager of Administrative Services

PREPARED BY: L. Kellett, Legislative Coordinator

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27



MINUTES OF THE REGULAR MEETING OF COUNCIL

April 6, 2020

6:00 pm

Council Chambers of City Hall

1100 Patricia Boulevard, Prince George, BC

PRESENT:

Mayor Lyn Hall, Chair
Councillor Everitt <6:00 p.m. to 6:35 p.m., via telephone>
Councillor Frizzell
Councillor Krause
Councillor McConnachie
Councillor Ramsay
Councillor Sampson
Councillor Scott
Councillor Skakun

IN ATTENDANCE:

Ms. Kathleen Soltis, City Manager
Mr. Walter Babicz, General Manager of Administrative Services
Mr. Ian Wells, General Manager of Planning and Development
Ms. Leslie Kellett, Legislative Coordinator
Ms. Maureen Connelly, Manager of Legislative Services

A. ADOPTION OF THE AGENDA

Moved By Councillor McConnachie

Seconded By Councillor Ramsay

*That the agenda for the regular meeting of Council scheduled for April 6, 2020, BE
ADOPTED.*

Carried Unanimously

B. MINUTES

B.1 Adoption of Minutes - March 23, 2020

Moved By Councillor Krause

Seconded By Councillor Scott

That the attached minutes of the regular Council meeting held March 23, 2020, be adopted as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

Carried Unanimously

E. REPORTS

GENERAL MANAGER OF ADMINISTRATIVE SERVICES - WALTER BABICZ

E.1 Council Procedures During COVID-19

Discussion commenced. W. Babicz, General Manager of Administrative Services, and I. Wells, General Manager of Planning and Development, responded to questions of Council.

Moved By Councillor Frizzell

Seconded By Councillor Scott

That Council APPROVES the “Recommended COVID-19 City Council Process Changes” set out in the report from the General Manager of Administrative Services dated March 31, 2020, titled “Council Procedures during COVID-19”.

Carried Unanimously

F. BYLAWS - FINAL READING AND ADOPTION

F.1 City of Prince George 1445 Dogwood Street Road Closure Bylaw No. 9061, 2019

Applicant: City of Prince George

Subject: To permanently close a portion of lane located adjacent to
1445 Dogwood Street.

Moved By Councillor Sampson

Seconded By Councillor Scott

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George 1445 Dogwood Street Road Closure Bylaw No. 9061, 2019."

Carried Unanimously

F.2 City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9108, 2020

Subject: To establish the general procedures to be followed by Council and Council committees in conducting their business.

Moved By Councillor McConnachie

Seconded By Councillor Krause

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9108, 2020."

Carried Unanimously

F.3 City of Prince George Downtown Revitalization Tax Exemption Bylaw No. 8370, 2011, Amendment Bylaw No. 9087, 2020

Subject: To amend the downtown revitalization tax exemption program for the purpose of encouraging revitalization in the City of Prince George.

Moved By Councillor Everitt

Seconded By Councillor Ramsay

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Downtown Revitalization Tax Exemption Bylaw No. 8370, 2011, Amendment Bylaw No. 9087, 2020."

Carried Unanimously

F.4 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9079, 2019

Applicant: Darshan Virk for Pamela Virk and Jasdeep Sran

Location: 7481 Eugene Road

Moved By Councillor McConnachie

Seconded By Councillor Scott

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9079, 2019."

Carried Unanimously

F.5 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9084, 2019

Applicant: Kidd Real Estate Holdings Ltd.

Location: 6934 Langer Crescent

Moved By Councillor McConnachie

Seconded By Councillor Ramsay

That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9084, 2019."

Carried Unanimously

G. CORRESPONDENCE

Councillor Skakun requested further consideration of Correspondence Item G.1.

Councillor Ramsay requested further consideration of Correspondence Items G.2 and G.3.

G.1 Correspondence dated March 19, 2020 from Mayor John Ranns, District of Metchosin: Covid19 - Testing Needed for First Responders

Discussion commenced.

Moved By Councillor Krause
Seconded By Councillor Skakun

That Council DIRECTS Administration to prepare a letter on behalf of City Council to Mayor John Ranns, District of Metchosin, in support of his correspondence to Minister Dix, Ministry of Health, regarding "Covid19 - Testing Needed for First Responders."

Carried Unanimously

G.2 Correspondence dated March 29, 2020 from Terri McClymont, Executive Director, Recycling and Environmental Action Planning Society (REAPS): Request for a Resolution in Support of a British Columbia Community Gaming Grant

Discussion commenced.

Moved By Councillor Ramsay
Seconded By Councillor McConnachie

That the City of Prince George SUPPORTS Recycling and Environmental Action Planning Society's application to British Columbia Community Gaming Grant 2020 up to \$36,000.

Carried Unanimously

G.3 Correspondence dated March 29, 2020 from Terri McClymont, Executive Director, Recycling and Environmental Action Planning Society (REAPS): Request for a Resolution in Support of a Grant Application to Northern Development Initiative Trust

Discussion commenced.

Moved By Councillor Ramsay
Seconded By Councillor Sampson

That the City of Prince George SUPPORTS Recycling and Environmental Action Planning Society's application to Northern Development Initiative Trust's Marketing Initiatives program for a grant of up to \$20,000 from the Prince George Regional Development Account to support the Market Branding Evolution.

Carried Unanimously

Councillor Everitt left the Regular Meeting of Council at 6:35 p.m.

Mayor Hall called a recess at 6:35 p.m.

The Regular Meeting of Council reconvened at 7:00 p.m. The attendance of Council and Staff was the same as at the time the recess was called.

C. INFORMAL HEARING(S) - COMMENCING AT 7:00 P.M.

1. *Information from Administration*
2. *Presentation by Applicant*
3. *Representations by Members of Gallery*
4. *Resolution on granting of permit*

The Regular Meeting of Council adjourned to the Informal Hearing at 7:00 p.m.

C.1 Temporary Use Permit Application No. TU000056

Applicant: Doug Timleck
Location: 5532 Cook Crescent

Documents for Council's consideration regarding "Temporary Use Permit Application No. TU000056" included:

- Staff Report dated March 16, 2020 from the General Manager of Planning and Development regarding "Temporary Use Permit Application No. TU000056";
- Location and Zoning Map;
- Temporary Use Permit No. TU000056;
- Correspondence dated March 27, 2020 from Bruce Balson in support of the application;
- Correspondence dated March 31, 2020 from Mike Bozykowski in opposition to the application; and
- Handout correspondence received April 2, 2020 from the applicant in support of the application.

Discussion commenced and I. Wells, General Manager of Planning and Development, responded to questions of Council.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

An employee of the applicant attended the gallery microphone and spoke in support of the application noting that the three-year Temporary Use Permit would provide him sufficient time to take over the business and move it to a new location permitted under the Zoning Bylaw.

The Informal Hearing adjourned to the Regular Meeting of Council at 7:05 p.m.

Discussion commenced.

Moved By Councillor McConnachie

Seconded By Councillor Krause

That Council DENIES Temporary Use Permit No. TU000056 for the property legally described as Lot 2, District Lot 4046, Cariboo District, Plan 11884.

Carried

Councillor Skakun opposed.

The Regular Meeting of Council adjourned to the Informal Hearing at 7:12 p.m.

C.2 Development Variance Permit Application No. VP100565

Applicant: Boni-Maddison Architects for the City of Prince George

Location: 2855 14th Avenue

Documents for Council's consideration regarding "Development Variance Permit Application No. VP100565" included:

- Staff Report dated March 11, 2020 from the General Manager of Planning and Development regarding "Development Variance Permit Application No. VP100565";
- Location and Existing Zoning Map;
- Development Variance Permit No. VP100565;
- Exhibit "A" to VP100565;
- Exhibit "B" to VP100565;
- Exhibit "C" to VP100565;
- Supporting Document(s); and
- Correspondence dated March 30, 2020 from Ron Powar in opposition to the application.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

There were no submissions from the gallery.

Discussion commenced and a representative of Boni-Maddison Architects (Applicant) responded to questions of Council.

The Informal Hearing adjourned to the Regular Meeting of Council at 7:15 p.m.

Moved By Councillor Krause

Seconded By Councillor Frizzell

That Council APPROVES Development Variance Permit No. VP100565 to vary "City of Prince George Zoning Bylaw No. 7850, 2007" for the property legally described Lot 1, District Lot 1429, Cariboo District, Plan EPP72370 as follows:

- a. Vary Section 10.11.5 3. by increasing the maximum height of an apartment from 12.0 m to 13.2 m, as shown on Exhibit "A" to VP100565.
- b. Vary Section 10.11.5 7. by decreasing the minimum exterior side yard setback from 3.0 m to 1.0 m, as shown on Exhibit "B" to VP100565; and

- c. Vary Table 7-4 by decreasing the total required parking spaces from 61 to 45, as shown on Exhibit “C” to VP100565.

Carried Unanimously

D. FORMAL PUBLIC HEARING(S) - COMMENCING AT 7:19 P.M.

1. *Information from Administration*
2. *Presentation by Applicant*
3. *Representations by Members of Gallery*
4. *Closure of Hearing*
5. *Third Reading of Bylaw (if appropriate)*

The Regular Meeting of Council adjourned to the Formal Public Hearing at 7:19 p.m.

D.1 Rezoning Amendment Application No. RZ100651 (Bylaw No. 9105)

Applicant: Kevin Braet

Location: 4244 Foothills Boulevard

Documents for Council's consideration regarding "Rezoning Amendment Application No. RZ100651 (Bylaw No. 9105)" included:

- Previously submitted Staff Report dated February 24, 2020 from the General Manager of Planning and Development regarding "Rezoning Amendment Application No. RZ100651 (Bylaw No. 9105)" (*Considered at the March 9, 2020 regular Council meeting*);
- Location and Existing Zoning Map;
- Appendix "A" to Bylaw No. 9105;
- Appendix "B" to Bylaw No. 9105; and
- Geotechnical Assessment prepared by GeoNorth Engineering Ltd. dated January 29, 2020.

Discussion commenced and I. Wells, General Manager of Planning and Development, responded to questions of Council.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

There were no submissions from the gallery.

Moved By Councillor Frizzell

Seconded By Councillor Sampson

That the Formal Public Hearing regarding "Rezoning Amendment Application No. RZ100651 (Bylaw No. 9105)", BE CLOSED.

Carried Unanimously

The Formal Public Hearing adjourned to the Regular Meeting of Council at 7:21 p.m.

D.1.1 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9105, 2020

Moved By Councillor Sampson

Seconded By Councillor McConnachie

That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9105, 2020".

Carried Unanimously

D.2 Rezoning Amendment Application No. RZ100650 (Bylaw No. 9106, 2020)

Applicant: Jas Raju for NRH Investments Ltd., Inc. No. BC1214368

Location: 7454 Irene Road

Documents for Council's consideration regarding "Rezoning Amendment Application No. RZ100650 (Bylaw No. 9106, 2020) included:

- Previously submitted Staff Report dated February 11, 2020 from the General Manager of Planning and Development regarding "Rezoning Amendment Application No. RZ100650 (Bylaw No. 9106, 2020)" (*Considered at the March 9, 2020 regular Council meeting*);
- Location and Existing Zoning Map;
- Appendix "A" to Bylaw No. 9106;
- Correspondence dated March 31, 2020 from Doug and Sandra Steinbach in opposition to the application; and
- Handout correspondence dated March 31, 2020 from Leah and Ryan Kobylka in opposition to the application.

Discussion commenced and I. Wells, General Manager of Planning and Development, responded to questions of Council.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

There were no submissions from the gallery.

Moved By Councillor Krause

Seconded By Councillor Frizzell

That the Formal Public Hearing regarding "Rezoning Amendment Application No. RZ100650 (Bylaw No. 9106, 2020), BE CLOSED.

Carried Unanimously

The Formal Public Hearing adjourned to the Regular Meeting of Council at 7:25 p.m.

D.2.1 City of Prince George Bylaw No. 7850, 2007, Amendment Bylaw No. 9106, 2020

Moved By Councillor McConnachie

Seconded By Councillor Krause

That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9106, 2020".

Carried Unanimously

The Regular Meeting of Council adjourned to the Formal Public Hearing at 7:27 p.m.

D.3 Rezoning Amendment Application No. RZ100645 (Bylaw No. 9093)

Applicant: Elliot Sexsmith for Duk Hong Kim and Myung Soon Kim

Location: 9902 Sintich Road

Documents for Council's consideration regarding "Rezoning Amendment Application No. RZ100645 (Bylaw No. 9093)" included:

- Previously submitted Staff Report dated February 21, 2020 from the General Manager of Planning and Development regarding "Rezoning Amendment Application No. RZ100645 (Bylaw No. 9093)" (*Considered at the March 9, 2020 regular Council meeting*);
- Location and Existing Zoning Map;
- Appendix "A" to Bylaw No. 9093; and
- Liquor and Cannabis Regulation Branch Application Package.

Discussion commenced and I. Wells, General Manager of Planning and Development, responded to questions of Council.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

There were no submissions from the gallery.

Moved By Councillor Sampson

Seconded By Councillor Frizzell

That the Formal Public Hearing regarding "Rezoning Amendment Application No. RZ100645 (Bylaw No. 9093)", BE CLOSED.

Carried Unanimously

The Formal Public Hearing adjourned to the Regular Meeting of Council at 7:29 p.m.

D.3.1 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019

Moved By Councillor Sampson
Seconded By Councillor Krause

That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019".

Carried Unanimously

The Regular Meeting of Council adjourned to the Formal Public Hearing at 7:30 p.m.

D.4 Cannabis License Application No. CN000009

Applicant: Elliot Sexsmith for Duk Hong Kim and Myung Soon Kim
Location: 9902 Sintich Road

Documents for Council's consideration regarding "Cannabis License Application No. CN000009" included:

- Staff Report dated March 16, 2020 from the General Manager of Planning and Development regarding "Cannabis License Application No. CN000009";
- Location and Zoning Map; and
- Liquor and Cannabis Regulation Branch Approval.

Applicant:

The applicant was in attendance and available for questions.

Gallery:

There were no submissions from the gallery.

Moved By Councillor Scott
Seconded By Councillor Frizzell

That the Formal Public Hearing regarding "Cannabis License Application No. CN000009", BE CLOSED.

Carried Unanimously

The Formal Public Hearing adjourned to the Regular Meeting of Council at 7:31 p.m.

Moved By Councillor McConnachie
Seconded By Councillor Skakun

That Council CONFIRMS that its comments on the Liquor and Cannabis Regulation Branch's prescribed considerations are as set out in the report dated March 16, 2020 from Ian Wells, General Manager of Planning and Development, for Cannabis License Application No. CN000009.

Carried Unanimously

Moved By Councillor Krause
Seconded By Councillor Ramsay

That Council CONFIRMS the methods used to gather the views of potentially affected property owners were in accordance with section 4: Public Consultation of the City of Prince George Liquor and Cannabis Licensing Policy and that the view of affected residents are as summarized in the minutes of the Public Hearing held on April 6, 2020.

Carried Unanimously

Moved By Councillor Sampson
Seconded By Councillor Scott

That Council SUPPORTS the issuance of the Retail Cannabis License to allow a non-medical cannabis retail store for Southway Marijuana located at 9902 Sintich Road for the following reasons:

This application is not expected to have a negative impact on the community or produce any significant negative land use impacts on adjacent properties.

Carried Unanimously

H. ADJOURNMENT

Moved By Councillor Sampson
Seconded By Councillor McConnachie

That there being no further business the Regular Meeting of Council, BE ADJOURNED.

Carried Unanimously

THE REGULAR MEETING OF COUNCIL ADJOURNED AT 7:32 P.M.

CHAIRPERSON

CERTIFIED CORRECT

Agenda Item	Description	Resolution	Mayor Hall	Councillor Everitt	Councillor Frizzell	Councillor Krause	Councillor McConnachie	Councillor Ramsay	Councillor Sampson	Councillor Scott	Councillor Skakun	Decision	For/Against Count
A.	ADOPTION OF AGENDA	<i>That the agenda for the regular meeting of Council scheduled for April 6, 2020, BE ADOPTED.</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
B.	ADOPTION OF MINUTES												
B.1	Minutes of Regular Council Meeting held March 23, 2020	<i>That the attached minutes of the regular Council meeting held March 23, 2020, be adopted as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
C.	INFORMAL HEARING(S)												
C.1	Report: Ian Wells, General Manager of Planning and Development: <u>Temporary Use Permit Application No. TU000056</u> 5532 Cook Crescent	<i>That Council DENIES Temporary Use Permit No. TU000056 for the property legally described as Lot 2, District Lot 4046, Cariboo District, Plan 11884.</i>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	No	CARRIED	7 - 1

C.2	<p>Report: Ian Wells, General Manager of Planning and Development: <u>Development Variance Application No. VP100558</u></p> <p>2855 14th Avenue</p>	<p><i>That Council APPROVES Development Variance Permit No. VP100558 to vary "City of Prince George Zoning Bylaw No. 7850, 2007" for the property legally described as Lot 1, District Lot 2508, Cariboo District, Plan EPP85450 as follows:</i></p> <p><i>a. Vary Section 7.1.17 by reducing the distance of any parking area from any window of any habitable room in apartment housing from 5.2 metres to 2.75 metres, as shown on Exhibit "A" to VP100558; and</i></p> <p><i>b. Vary Section 10.13.5 6. by decreasing the minimum interior side yard setback from 3.0 metres to 1.0 metres, as shown on Exhibit "A" to VP100558.</i></p>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	8 - 0
D.	FORMAL PUBLIC HEARING(S)													
D.1	<p>Report: Ian Wells, General Manager of Planning and Development: <u>Rezoning Amendment Application No. RZ100651 (Bylaw No. 9105)</u></p> <p>4244 Foothills Boulevard</p>													
D.1.1	<p>Bylaw: <u>City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9105, 2020</u></p>	<p><i>That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9105, 2020".</i></p>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	8 - 0
D.2	<p>Report: Ian Wells, General Manager of Planning and Development: <u>Rezoning Amendment Application No. RZ100650 (Bylaw No. 9106, 2020)</u></p> <p>7454 Irene Road</p>													

D.2.1	Bylaw: <u>City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9106, 2020</u>	<i>That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9106, 2020".</i>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	8 - 0
D.3	Report: Ian Wells, General Manager of Planning and Development: <u>Rezoning Amendment Application No. RZ100645 (Bylaw No. 9093)</u> 9902 Sintich Road													
D.3.1	Bylaw: <u>City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019</u>	<i>That Council GRANTS THIRD READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019".</i>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	8 - 0

D.4	<p>Report: Ian Wells, General Manager of Planning and Development: Cannabis License Application No. <u>CN000009</u></p> <p>9902 Sintich Road</p>	<p>That Council:</p> <p>a. CONFIRMS that its comments on the Liquor and Cannabis Regulation Branch's prescribed considerations are as set out in the report dated March 16, 2020 from Ian Wells, General Manager of Planning and Development, for Cannabis License Application No. CN000009;</p> <p>b. CONFIRMS the methods used to gather the views of potentially affected property owners were in accordance with section 4: Public Consultation of the City of Prince George Liquor and Cannabis Licensing Policy and that the view of affected residents are as summarized in the minutes of the Public Hearing held on April 6, 2020; and</p> <p>c. SUPPORTS the issuance of the Retail Cannabis License to allow a non-medical cannabis retail store for Southway Marijuana located at 9902 Sintich Road for the following reasons: This application is not expected to have a negative impact on the community or produce any significant negative land use impacts on adjacent properties.</p>	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	8 - 0
E.	REPORTS													
E.1	<p>Report: Walter Babicz, General Manager of Administrative Services: <u>Council Procedures During COVID-19</u></p>	<p>That Council APPROVES the "Recommended COVID-19 City Council Process Changes" set out in the report from the General Manager of Administrative Services dated March 31, 2020, titled "Council Procedures during COVID-19"</p>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
F.	BYLAWS - FINAL READING AND ADOPTION													

F.1	Bylaw: <u>City of Prince George 1445 Dogwood Street Road Closure Bylaw No. 9061, 2019</u>	<i>That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George 1445 Dogwood Street Road Closure Bylaw No. 9061, 2019".</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
F.2	Bylaw: <u>City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9108, 2020</u>	<i>That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9108, 2020".</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
F.3	Bylaw: <u>City of Prince George Downtown Revitalization Tax Exemption Bylaw No. 8370, 2011, Amendment Bylaw No. 9087, 2020</u>	<i>That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Downtown Revitalization Tax Exemption Bylaw No. 8370, 2011, Amendment Bylaw No. 9087, 2020."</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
F.4	Bylaw: <u>City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9079, 2019</u>	<i>That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9079, 2019".</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
F.5	Bylaw: <u>City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9084, 2019</u>	<i>That Council GRANTS FINAL READING AND ADOPTION to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9084, 2019".</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
G.	CORRESPONDENCE													
G.1	Correspondence dated March 19, 2020 from Mayor John Ranns, District of Metchosin: Covid19 - Testing Needed for First Responders	<i>That Council DIRECTS Administration to prepare a letter on behalf of City Council to Mayor John Ranns, District of Metchosin, in support of his correspondence to Minister Dix, Ministry of Health, regarding "Covid19 - Testing Needed for First Responders."</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0

G.2	Correspondence dated March 29, 2020 from Terri McClymont, Executive Director, Recycling and Environmental Action Planning Society (REAPS): Request for a Resolution in Support of a British Columbia Community Gaming Grant	<i>That the City of Prince George SUPPORTS Recycling and Environmental Action Planning Society's application to British Columbia Community Gaming Grant 2020 up to \$36,000.</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0
G.3	Correspondence dated March 29, 2020 from Terri McClymont, Executive Director, Recycling and Environmental Action Planning Society (REAPS): Request for a Resolution in Support of a Grant Application to Northern Development Initiative Trust	<i>That the City of Prince George SUPPORTS Recycling and Environmental Action Planning Society's application to Northern Development Initiative Trust's Marketing Initiatives program for a grant of up to \$20,000 from the Prince George Regional Development Account to support the Market Branding Evolution</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	CARRIED	9 - 0

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 14, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: KRIS DALIO, DIRECTOR OF FINANCE

SUBJECT: 2020 Q1 CONSULTANT SPENDING REPORT

ATTACHMENT(S): Consultant Spending Summary – Less than or equal to \$25,000
Consultant Spending Summary – Greater than \$25,000

RECOMMENDATION(S):

That Council RECEIVES FOR INFORMATION the report dated April 14, 2020 from the Director of Finance titled “2020 Q1 Consultant Spending Report”.

PURPOSE:

To provide Council with information concerning consultant spending for the period January 1st to March 31st, 2020.

POLICY/REGULATORY ANALYSIS:

This report has been provided as an outcome of the September 21st, 2014 Notice of Motion from Councillor Brian Skakun, Councillor Frank Everitt and Councillor Garth Frizzell. The Notice of Motion recommended that Administration prepare a separate yearly report that would show consultant spending for values over \$25,000 and under \$25,000.

The associated Council resolution on October 6th, 2014 directed Administration to prepare a *quarterly* report that includes the costs of consultant spending and a *description of the project*, in the categories of: values less than or equal to \$25,000; and greater than \$25,000.

SUMMARY AND CONCLUSION:

This report has been prepared for informational purposes only as per Council’s resolution.

RESPECTFULLY SUBMITTED:

Kris Dalio, Director of Finance

PREPARED BY: Kris Dalio, Director of Finance

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27

CITY OF PRINCE GEORGE
CONSULTANTS - GENERAL
[object code 7715]
January 1 TO March 31, 2020
Suppliers less than or equal to \$25,000

Supplier	Capital?	Project(s)	Project Total	Supplier Total *
Allnorth Consultants Limited	-	Four Seasons Pool - Building Ops	\$ -	\$ 3,961
APW Engineering Inc	✓	Computerized Mtce Mgmt System	-	12,916
Boni - Maddison Architects	✓	City Hall-Glazing Replacement	-	3,567
CentralSquare Canada Software	✓	IT Replacements	-	8,600
Changepoint Canada ULC	✓	IT New	-	2,531
Chernoff Thompson Architects North	✓	Library New Entrance	3,280	11,968
	✓	Masich Stadn Amenities Refurb	8,688	
Clean Energy Consulting Inc	✓	WWTC - Transformer & Power Dist	18,989	21,567
	-	WWTC - Operations Asset Maint	2,578	
Community Energy Association	-	Infrastructure Planning - General	-	8,335
Ecora Resource Group Ltd	-	Storm Operations	-	892
GeoNorth Engineering Ltd	✓	Library New Entrance	345	4,912
	✓	Four Seasons Leisure Pool Replacement	1,702	
	✓	Fire Hall 1 Replacement	2,865	
Golder Associates Ltd	-	Infrastructure Planning - General	-	785
International Quest Engineering Ltd	-	Lift Station Opr/Mtce Asset Maint	-	346
iSP3 Solution Providers Inc	-	IT Maintenance	-	1,527
Kerr Wood Leidal Associates Ltd	-	Utilities Water Admin	-	1,703
NRS Engineering Ltd	✓	Downtown Util Relocation - General	-	6,000
Onsite Engineering Ltd	✓	Water Main Replacement	-	19,341
Pinchin Ltd	-	Other City Bldgs - General Exp	-	(980)
Profor Resource Development Inc	-	Lagoon Treatment Plant-Opr Asset Maint	-	1,938
Read Jones Christoffersen	✓	2nd Ave Parkade Upgrade	-	6,475

CITY OF PRINCE GEORGE
CONSULTANTS - GENERAL
[object code 7715]
January 1 TO March 31, 2020
Suppliers less than or equal to \$25,000

Supplier	Capital?	Project(s)	Project Total	Supplier Total *
S+A Falcon Engineering Ltd	-	18th Ave Yard Bldg - Opr Asset maint	-	1,089
Scouten & Associates Engineering Ltd	✓	Hwy16W Frontage-Heyer to Henry	749	3,525
	-	PG Aquatic Centre - Building Ops	2,776	
SLR Consulting (Canada) Ltd	✓	Four Seasons Leisure Pool Replacement	11,150	17,254
	-	Storm Operations	6,104	
Steeves & Associates	-	IT Maintenance	-	8,712
WSP Canada Group Ltd	-	Infrastructure Planning - General	5,925	22,256
	✓	14th Ave Upgrades - General	3,056	
	✓	WWTC Renewal	9,478	
	✓	PW615 Emergency Power Supply	3,797	

\$ 169,220

CITY OF PRINCE GEORGE
CONSULTANTS - GENERAL
[object code 7715]
January 1 TO March 31, 2020
Suppliers greater than \$25,000

Supplier	Capital?	Project(s)	Project Total	Supplier Total *
AECOM Canada Limited	✓	Computerized Mtce Mgmt System	\$ -	\$ 41,506
HCMA Architecture + Design	✓	Fire Hall 1 Replacement	-	28,134
L&M Engineering Limited	✓	Goose Country Rd Culvert Replacement	29,534	30,137
	-	Infrastructure Planning - General	603	
McElhanney Ltd	✓	Pedestrn/Traffic Safety Improvements	9,698	45,584
	✓	Domano/St. Lawrence Signalization	14,766	
	-	Infrastructure Planning - General	12,428	
	-	Infrastructure Planning -Sewer	6,611	
	✓	Transformer Replacement-PW602	(4,194)	
	✓	Water Facilities Renewal	580	
	-	Pumping Stations - Opr Asset Maint	5,850	
	-	Infrastructure Planning -Water	(155)	
R Radloff & Associates Inc	-	Cultural Strategy	21,074	60,171
	✓	Western Acre Lagoon Upgrade	19,504	
	-	Sanitary Sewer Operations Asset Maint	19,593	
Stantec Consulting Ltd	✓	BCR Gravity Sewer Upgrade	26,804	32,395
	✓	PW 660 New Pump Installation	2,851	
	✓	PW623 Booster Pump	2,740	

\$ 237,927

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 14, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Monthly Building Permit and Development Permit Summary (March 2020)

ATTACHMENT(S): Building Permit Data for March 2018, 2019 and 2020

RECOMMENDATION(S):

That Council RECEIVES FOR INFORMATION the report dated April 9, 2020 from the General Manager of Planning and Development titled "Monthly Building Permit and Development Permit Summary (March 2020)".

PURPOSE:

This information report provides a summary of Building Permits and Development Permits issued for the month of March 2020. This report also provides Council with a comparison of issued Building Permit(s) for the month of March in the years 2018 and 2019. Please see attached Building Permit data for the month of March for 2018, 2019 and 2020.

BACKGROUND:

Significant Building Permit(s) issued in March 2020 (i.e. residential, commercial, industrial and institutional), and the estimated total construction value of each development are provided below. The construction values reflect the construction of the building/structure, and do not include the cost of any mechanical equipment.

Residential Development

- Nine (9) new single family dwellings (\$4,403,174);
- Four (4) new mobile dwellings (\$743,968); and
- One (1) new triplex (\$627,000).

Commercial, Industrial and Institutional Development

- Four (4) commercial building alterations (\$892,385);
- One (1) new industrial building (\$930,000); and
- Two (2) institutional building alterations (\$213,400).

DEVELOPMENT PERMIT:

The Department has approved the following Development Permit for the month of March:

- DP100717 – Construction of a commercial building.

SUMMARY AND CONCLUSION:

Administration recommends that Council receive this report for information.

RESPECTFULLY SUBMITTED:

Ian Wells, General Manager of Planning and Development

PREPARED BY: Mandy Stanker, Supervisor of Current Planning

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: [2020/04/27]

March-20

	Month of March 2018		Year to Date 2018		Month of March 2019		Year to Date 2019		Month of March 2020		Year to Date 2020	
	PERMITS	VALUE	PERMITS	VALUE	PERMITS	VALUE	PERMITS	VALUE	PERMITS	VALUE	PERMITS	VALUE
Commercial/ Alt	5	2,408,000	12	6,641,000	3	534,000	21	3,180,784	4	892,385	17	5,837,298
Commercial/New	3	20,000	3	20,000	1	6,000	2	561,000	0	-	0	-
Industrial/Alt	1	150,000	1	33,772	1	30,000	2	195,600	0	-	3	465,600
Industrial/New	0	-	0	-	0	-	0	-	1	930,000	2	945,000
Institutional/Alt	0	-	1	150,000	0	-	1	50,000	2	213,400	3	803,400
Institutional/New	0	-	1	1,000	0	-	0	-	0	-	0	-
Duplex/Alt	0	-	1	52,000	0	-	4	200,000	0	-	1	70,000
Duplex/New	0	-	0	-	3	910,588	6	2,080,496	0	-	0	-
Multi/Alt	0	-	0	-	2	61,479	2	61,479	0	-	3	235,826
Multi/New	0	-	5	716,000	0	-	11	7,460,250	4	627,000	8	14,545,188
Garage/Carport	2	99,153	3	148,833	3	295,560	6	403,640	2	89,424	4	172,224
Mobile/Alt	0	-	0	-	0	-	1	142,576	0	-	0	-
Mobile/New	0	-	0	-	1	142,576	0	-	4	743,968	5	853,408
SFD/New	15	8,247,261	29	16,084,435	18	9,013,185	24	12,341,541	9	4,403,174	11	5,768,810
SFD/Alt	9	293,801	16	654,354	2	9,500	9	132,592	7	546,416	19	905,505
SFD Sc/Ste	2	45,920	16	390,767	3	77,070	12	404,996	8	366,761	21	743,114
TOTAL:	37	11,264,135	88	24,892,161	37	11,079,958	101	27,214,954	41	8,812,528	97	31,345,374

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 17, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Walter Babicz, General Manager of Administrative Services

SUBJECT: Procurement Quarterly Report 2020 – Quarter One (January – March)

ATTACHMENT(S): None.

RECOMMENDATION(S):

That Council RECEIVE FOR INFORMATION the Staff Report dated April 17, 2020, from the General Manager of Administrative Services, titled “Procurement Quarterly Report 2020 – Quarter One (January - March)”.

PURPOSE:

The purpose of this report is to provide City Council with information concerning the contracts issued by Procurement for the time period from January 1, 2020 to March 31, 2020. The Tender, Request for Proposal, Exemption (Sole Source), Corporate Service Arrangement (Buying Groups), Formal Request for Quote and Informal Request for Quotation contracts have been approved pursuant to the limits within the Purchasing Bylaw, applicable financial plan and the Purchasing Procedures shown below:

A) Manager of Risk and Procurement – up to \$100,000; B) General Manager of Administrative Services – up to \$250,000; C) City Manager – over \$250,000 and all revenue generating contracts.

STRATEGIC PRIORITIES:

The Purchasing Delegation of Authority Bylaw contributes to the City’s financial sustainability.

A) APPROVALS BY THE MANAGER OF RISK AND PROCUREMENT

EXEMPTION (SOLE SOURCE):

Exemption	Product/Services	Contract Dollar Amount	Supplier
X20-024	Winnipeg Street Stormwater Management and Treatment Plan	\$84,680.00	Associated Engineering (B.C.) Ltd

INFORMAL REQUEST FOR QUOTATION:

IRFQ	Product/Services	Contract Dollar Amount	Supplier
IRFQ20-003	Aquatic Centre Audio System Replacement	\$38,594.20	Houle Electric Ltd.
IRFQ18-019*	Supply & Deliver Six (6) Editions of Community Active Living Guide	\$48,946.08	International Web Express Inc.

*Extension

REQUEST FOR QUALIFICATIONS:

Pre-Qualification	Product/Services	Contract Dollar Amount	Supplier
PQ20-006	Mausoleum Phase II Expansion - Design Build Contractor	n/a	- Acres Enterprises Ltd. - Datoff Bros. Construction - IDL Projects Ltd. - Viking Construction Ltd.
PQ20-019	Supply and Installation of Fibre Cable	n/a	- CMH Underground Utilities IDL Projects Inc. - Lite Access Technologies (Canada) Inc.

INVITATION TO TENDER:

Tender	Product/Services	Contract Dollar Amount	Supplier
T15-123*	Street Signs	\$19,997.90	Sherine Industries
T18-022*	Fertilizer - CPS Evergro	\$52,148.10	CPS Evergro

*Extension

REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P19-079	Engineering and Construction Services- Street Light Replacement	\$47, 825.00	Great Northern Engineering Consultants Inc. PREQUALIFIED: Stantec and McElhanney

B) APPROVALS BY THE GENERAL MANAGER OF ADMINISTRATIVE SERVICES

EXEMPTION (SOLE SOURCE):

Exemption	Product/Services	Contract Dollar Amount	Supplier
X20-026	Detailed Inspections of Nine Bridges	\$118,335.00	COWI North America Ltd.
X20-021	Prefabricated Washroom Building (CXT Inc.) - Freeman Park Kodiak Flushable Washroom	\$203,592.90	RecTec Industries Ltd.

INFORMAL REQUEST FOR QUOTATION:

IRFQ	Product/Services	Contract Dollar Amount	Supplier
IRFQ19-010	Water Sample Analysis	\$109,704.00	CARO Analytical Services

INVITATION TO TENDER:

Tender	Product/Services	Contract Dollar Amount	Supplier
T20-008	Supply and Deliver Redi-Mix Concrete	\$109,486.46	- Terus Construction (dba Prince George Ready Mix) - Rolling Mix Concrete (BC) Ltd.
T20-007	Supply and Deliver Aquatic Sand Filters	\$116,520.20	Acapulco Pools Limited
T18-012*	Street Handwork Painting Services	\$128,339.17	Andesite Holdings Ltd. (dba Yellowhead Pavement Marking Inc.)
T18-013*	Street Line Painting Services	\$143,640.00	Andesite Holdings Ltd.
T20-005	City Hall Server Room AC Replacement	\$143,735.00	Inland Control & Services Inc.
T19-080	PW623 System and Pump Upgrades	\$198,000.00	Westcana Electric Inc.
T18-042*	Sanitary Sewer Re-lining	\$214,548.70	Mar-Tech Underground Services Ltd.

*Extension

REQUEST FOR PROPOSAL:

Proposal	Product/Services	Contract Dollar Amount	Supplier
P20-013	2020-2021 Summer and Winter Equipment for Hire Registration Program (RFSO)	n/a	Various (completed by Division)
P20-002	Civic Facilities Condition Assessments	\$116,656.00	AECOM Canada Ltd.
P17-011*	Flagging Services	\$150,714.75	- Ansan Traffic Group (Alliance) - Domcor Traffic Control Int.
P17-002*	Security Services CN Centre and Conference and Civic Centre	\$173,762.20	Paladin Security Services Ltd.
P20-001	Paved Road Condition Assessments	\$183,278.70	TetraTech Canada Inc.
P19-076	Integrated Stormwater Management Plan	\$232,405.00	AECOM Canada Ltd.

*Extension

C) APPROVALS BY THE CITY MANAGER

EXEMPTION (SOLE SOURCE):

Exemption	Product/Services	Contract Dollar Amount	Supplier
X20-020	Specific Brand Approval - Prefabricated Washroom Buildings CXT Inc.	Brand Approval	RecTec Industries Ltd.

INVITATION TO TENDER:

Tender	Product/Services	Contract Dollar Amount	Supplier
T20-009	Supply of Road Patching Material and Aggregate	\$500,000.00	- Lafarge Canada Inc.- Terus Construction (dba Pittman Asphalt)- Terus Construction (dba Prince George Ready Mix)
T18-019*	Concrete and Related Works- Construction of Sidewalks 2020	\$809,660.00	0867363 BC Ltd.(dba Pros Concrete)
T20-003	Ron Brent Park Construction	\$1,833,645.84	Datoff Bros. Construction Ltd.
T19-072	Henrey Road Watermain and Upgrades	\$1,932,502.79	Progrus Constructors Inc.

*Extension

SUMMARY AND CONCLUSION:

Administration has provided this report for Council's information to summarize the contracts issued by Procurement from January 1, 2020 to March 31, 2020.

RESPECTFULLY SUBMITTED:

Walter Babicz, General Manager of Administrative Services

PREPARED BY: Selena Nygaard, Procurement Assistant

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 9, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: IAN WELLS, GENERAL MANAGER, PLANNING AND DEVELOPMENT

SUBJECT: 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020

ATTACHMENT(S): Appendix "A" - Proposed Road Closure
Exhibit "A" - Location Map
Exhibit "B" - Proposed Consolidation

RECOMMENDATION(S):

That Council GIVES FIRST and SECOND READINGS to "City of Prince George 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020".

PURPOSE:

The purpose of this report is to request City Council's approval to close the road area as shown on Appendix "A" with the intent to sell the closed road area to the adjacent property owners, Robin Melonie Annis and Sharon Anne Annis (location shown on Exhibit "A"). The proposed closure and sale provides the owner the ability to consolidate the closed road area with their adjacent property to rectify an encroachment.

POLICY/REGULATORY ANALYSIS:

Under the "City of Prince George Positions and Delegation of Authority Bylaw No. 8340, 2011, Amendment Bylaw No. 8663, 2015" Real Estate Services has approved the sale of the dedicated road area of 336.4m² shown on Appendix "A" for purchase by the adjacent landowners, Robin Melonie Annis and Sharon Anne Annis.

Proposed Bylaw 9117, 2020 authorizes the City to close that road area as shown on Appendix "A" and remove its road dedication thereby allowing for consolidation of the 336.4m² road area with the adjacent lands being Lot 1 District Lot 343 Cariboo District Plan 17026 as shown by the heavy outlined area on the Proposed Consolidation attached hereto as Exhibit "B".

STRATEGIC PRIORITIES:

Closing the road area and consolidating it with the adjacent lands will enable the approved sale to occur; as well, closure will address the following areas:

- Sustainable Fiscal Management
- Sustainable Infrastructure
- Diversifying our Economy.

FINANCIAL CONSIDERATIONS:

The purchase price for the subject road area is \$29,945.00 plus GST. Administration feels that this price is fair market value.

SUMMARY AND CONCLUSION:

As per the requirements set out in Section 40(3) and 94 of the *Community Charter*, the City of Prince George will give notice of Council's intention to adopt the proposed bylaw and the opportunity for the public to provide written comments. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time third reading of the bylaw is proposed to be considered. Submissions received after the council meeting agenda has been published will be provided to Council as a handout on the day of the council meeting for their consideration during deliberations on the application.

Real Estate Division has conducted a circulation of the road closure proposal to the various external utilities. BC Hydro and Telus will require Statutory Rights of Way.

As the road area to be closed is located within 800 meters of an arterial highway, the Ministry of Transportation's approval is required.

If approved, a bylaw and consolidation plan will be deposited at the Land Title Office to consolidate the road area with the adjacent Lot as shown on Exhibit "B" Proposed Consolidation

RESPECTFULLY SUBMITTED:

Ian Wells, General Manager, Planning and Development

PREPARED BY: Sheila Cupp, Property Administrator

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27

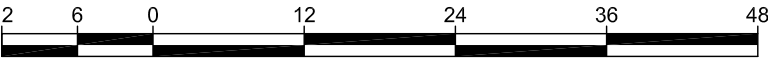
REFERENCE PLAN TO ACCOMPANY
BY-LAW No. 9117, 2020 (PRINCE GEORGE, BC),
TO CLOSE PART OF ROAD DEDICATED ON PLAN 1268,
ALL IN DISTRICT LOT 343, CARIBOO DISTRICT.

PLAN EPP101302

PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND
SECTION 40 OF THE COMMUNITY CHARTER.

THIS PLAN LIES WITHIN INTEGRATED SURVEY AREA
No. 39 PRINCE GEORGE, BC, NAD83 (CSRS) 4.0.0.BC.1

BCGS 93G.097



THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN WIDTH BY 560mm IN
HEIGHT (C SIZE) WHEN PLOTTED AT A SCALE OF 1:600.

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN
GEODETIC CONTROL MONUMENTS 85H1077 AND 85H1216.

THE UTM COORDINATES AND ESTIMATED ABSOLUTE ACCURACY
ACHIEVED HAVE BEEN DERIVED FROM MASCOT PUBLISHED
COORDINATES AND STANDARD DEVIATIONS FOR GEODETIC CONTROL
MONUMENTS 85H1077 AND 85H1216.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS
OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY
GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF
0.9995159 WHICH HAS BEEN DERIVED FROM CONTROL MONUMENTS
85H1077 AND 85H1216.

NOTE:
THIS PLAN SHOWS ONE OR MORE WITNESS POSTS
WHICH ARE NOT SET ON THE TRUE CORNER(S).

LEGEND

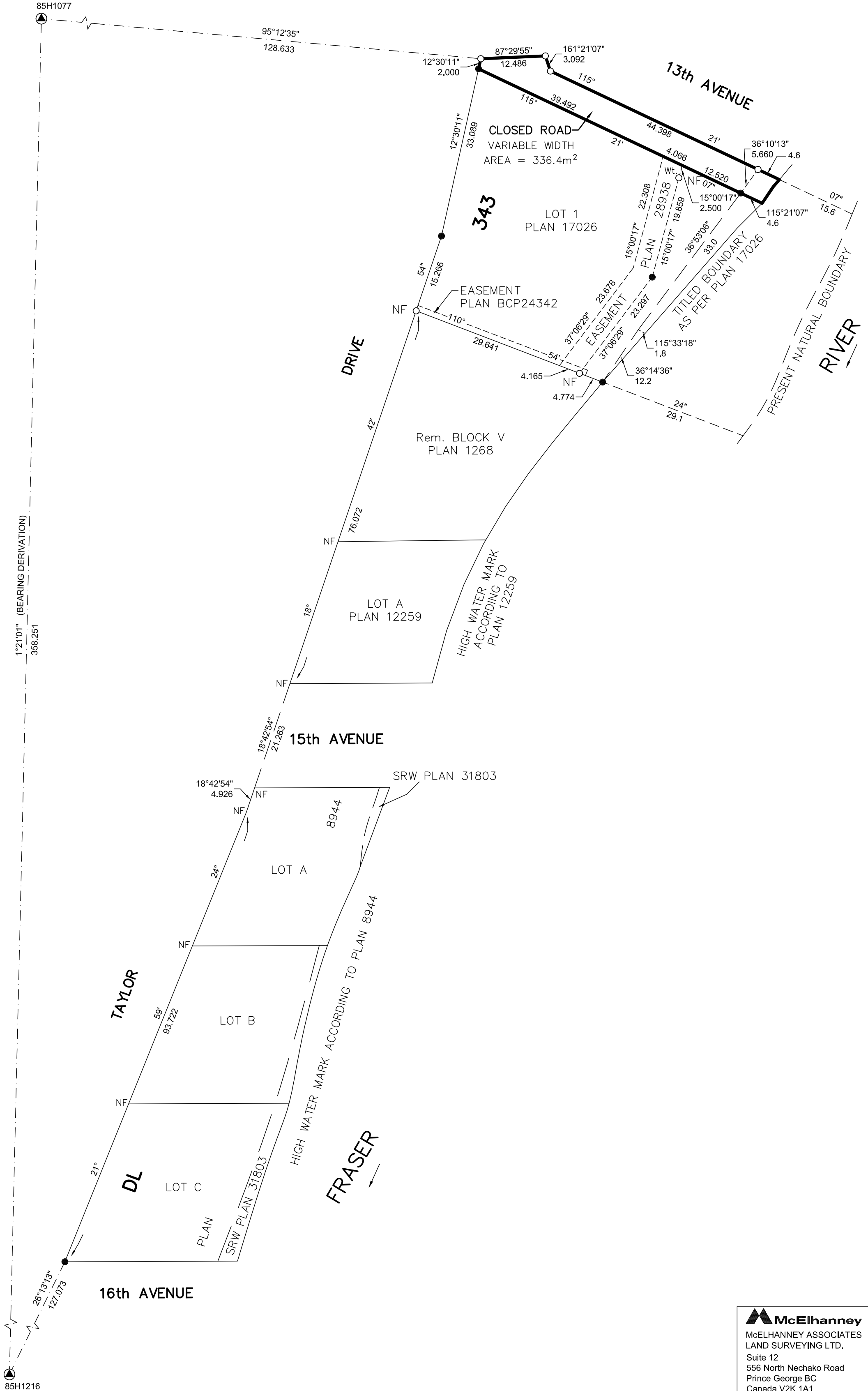
SYMBOLS		DESCRIPTION
FOUND	PLACED	
		CONTROL MONUMENT
		STANDARD IRON POST
		ESTIMATED ABSOLUTE ACCURACY
		WITNESS
		NOT FOUND

GEOREFERENCING POSITIONS UTM COORDINATES, ZONE 10, NAD 83 (CSRS), 4.0.0.BC.1			
STATION	NORTHING	EASTING	EAA
85H1077	5973738.90	517774.61	0.10
85H1216	5973380.92	517766.17	0.10



THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED
ON THE 17th DAY OF MARCH, 2020
THOMAS DUNKLEY, BCLS 1002

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF FRASER-FORT GEORGE.



McElhanney
McELHANNEY ASSOCIATES
LAND SURVEYING LTD.
Suite 12
556 North Nechako Road
Prince George BC
Canada V2K 1A1
Tel 250 561 2229

File No. 2341-6741-RC



0 50 100 200 300 400 Meters
Coordinate System: NAD 1983 UTM Zone 10N
Projection: Transverse Mercator
Datum: North American 1983
1:2,000

Exhibit A – Location Map

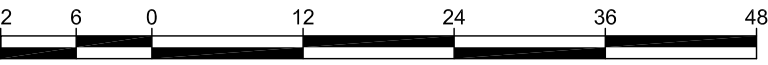
REFERENCE PLAN OF CONSOLIDATION
OF CLOSED ROAD, PLAN EPP101302, AND
LOT 1, PLAN 17026, ALL IN
DISTRICT LOT 343, CARIBOO DISTRICT.

PLAN EPP101303

PURSUANT TO SECTION 100(1)(b) OF THE LAND TITLE ACT.

THIS PLAN LIES WITHIN INTEGRATED SURVEY AREA
No. 39 PRINCE GEORGE, BC, NAD83 (CSRS) 4.0.0.BC.1

BCGS 93G.097



THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN WIDTH BY 560mm IN HEIGHT (C SIZE) WHEN PLOTTED AT A SCALE OF 1:600.

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

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MONUMENTS 85H1077 AND 85H1216.

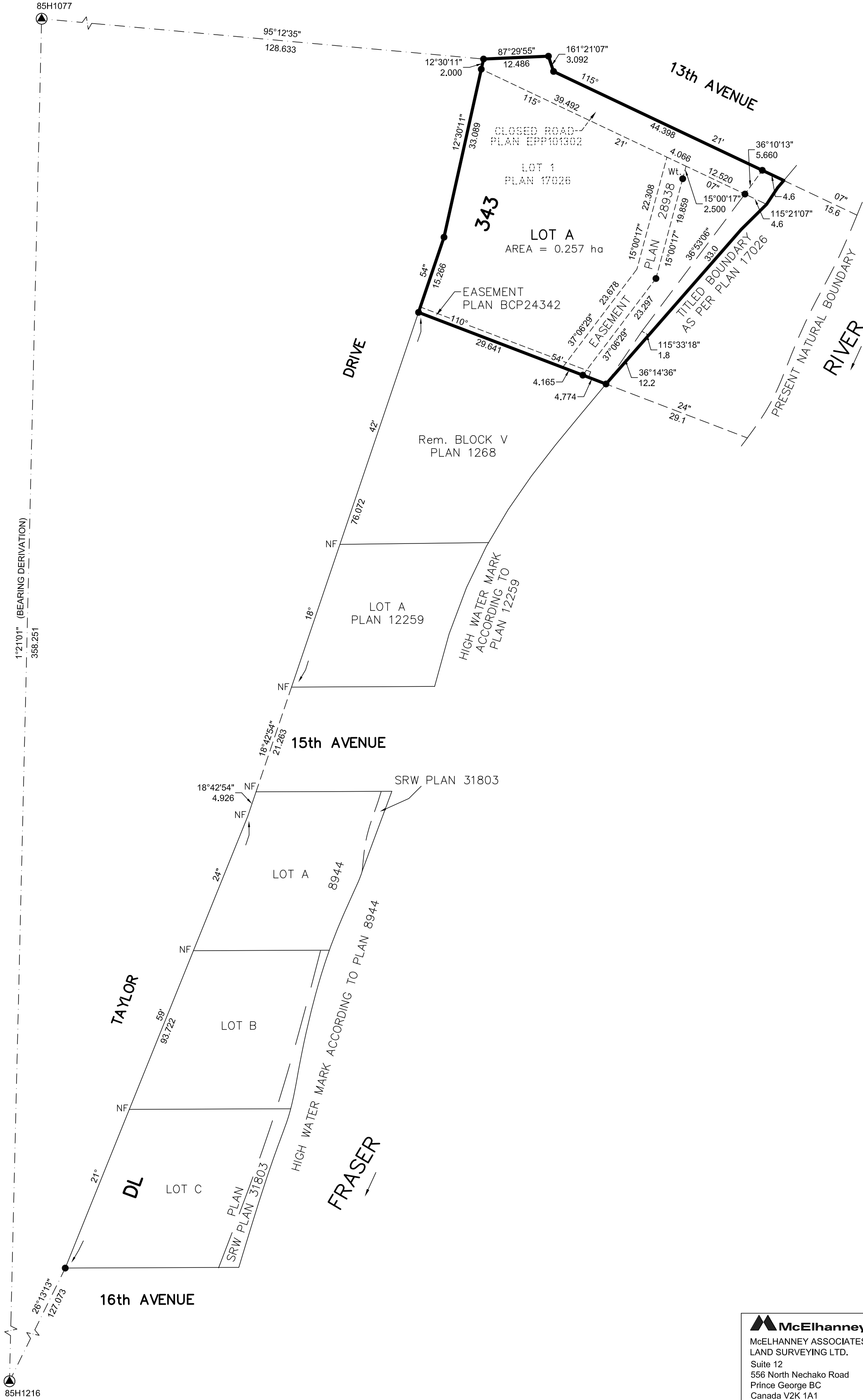
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0.9995159 WHICH HAS BEEN DERIVED FROM CONTROL MONUMENTS
85H1077 AND 85H1216.

NOTE:
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WHICH ARE NOT SET ON THE TRUE CORNER(S).

LEGEND

SYMBOLS		DESCRIPTION
FOUND	PLACED	
		CONTROL MONUMENT
		STANDARD IRON POST
		ESTIMATED ABSOLUTE ACCURACY
		WITNESS

GEOREFERENCING POSITIONS UTM COORDINATES, ZONE 10, NAD 83 (CSRS), 4.0.0.BC.1			
STATION	NORTHING	EASTING	EAA
85H1077	5973738.90	517774.61	0.10
85H1216	5973380.92	517766.17	0.10



THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED
ON THE 17th DAY OF MARCH, 2020
THOMAS DUNKLEY, BCLS 1002

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF FRASER-FORT GEORGE.



McELHANNEY ASSOCIATES
LAND SURVEYING LTD.
Suite 12
556 North Nechako Road
Prince George BC
Canada V2K 1A1
Tel 250 561 2229

File No. 2341-6741-CON

CITY OF PRINCE GEORGE
BYLAW NO. 9117, 2020

A Bylaw of the City of Prince George to permanently close a portion of road located adjacent to 1440 Taylor Drive and to remove its highway dedication for the purpose of future disposal of the lands.

WHEREAS the Council of the City of Prince George deems it desirable that an approximate 336.4 m² of road dedicated on Plan 1268, adjacent to the property legally described as Lot 1, District Lot 343, Cariboo District, Plan 17026, as shown on Reference Plan EPP101302 as shown on Appendix “A”, be closed to traffic, and that the highway dedication thereof be removed;

AND WHEREAS, in accordance with section 40 of the *Community Charter*, notice of intention to adopt this bylaw has been delivered, posted and published, and an opportunity has been provided for persons who consider they are affected by this bylaw to make representations to Council;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS**
AS FOLLOWS:

1. That the portion of highway dedicated on Plan 1268, adjacent to the property legally described as Lot 1, District Lot 343, Cariboo District, Plan 17026 as shown outlined in bold black on the proposed Reference Plan EPP101302, attached hereto as Appendix "A" and forming part of this Bylaw, is closed to traffic.
2. That the portion of highway dedicated on Plan 1268, adjacent to the property legally described as Lot 1, District Lot 343, Cariboo District, Plan 17026 as shown outlined in bold black on the proposed Reference Plan EPP101302, attached hereto as Appendix "A" and forming part of this Bylaw, is removed.
3. The Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
4. This Bylaw shall come into full force and take effect upon its adoption and shall be filed with the Registrar of the applicable Land Title Office.
5. This Bylaw may be cited for all purposes as "City of Prince George 1440 Taylor Drive Road Closure Bylaw No. 9117, 2020".

READ A FIRST TIME THIS _____ DAY OF _____, 2020.

READ A SECOND TIME THIS _____ DAY OF _____, 2020.

First two readings passed by a decision of Members of City Council present and eligible to vote.

READ A THIRD TIME THIS DAY OF , 2020.

Third reading passed by a decision of Members of City Council present and eligible to vote.

Certified correct as passed third reading this day of , 2020.

CORPORATE OFFICER OF
THE CITY OF PRINCE GEORGE

APPROVED BY THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE PURSUANT TO THE PROVISIONS OF SECTION 41(3) OF THE *COMMUNITY CHARTER*.

THIS DAY OF 2020.

for MINISTER OF TRANSPORTATION
AND INFRASTRUCTURE

ADOPTED THIS DAY OF , 2020,
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND
ELIGIBLE TO VOTE.

MAYOR

CORPORATE OFFICER

**REFERENCE PLAN TO ACCOMPANY
BY-LAW No. 9117, 2020 (PRINCE GEORGE, BC),
TO CLOSE PART OF ROAD DEDICATED ON PLAN 1268,
ALL IN DISTRICT LOT 343, CARIBOO DISTRICT.**

PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND
SECTION 40 OF THE COMMUNITY CHARTER.

THIS PLAN LIES WITHIN INTEGRATED SURVEY AREA
No. 39 PRINCE GEORGE, BC, NAD83 (CSRS) 4.0.0.BC.1

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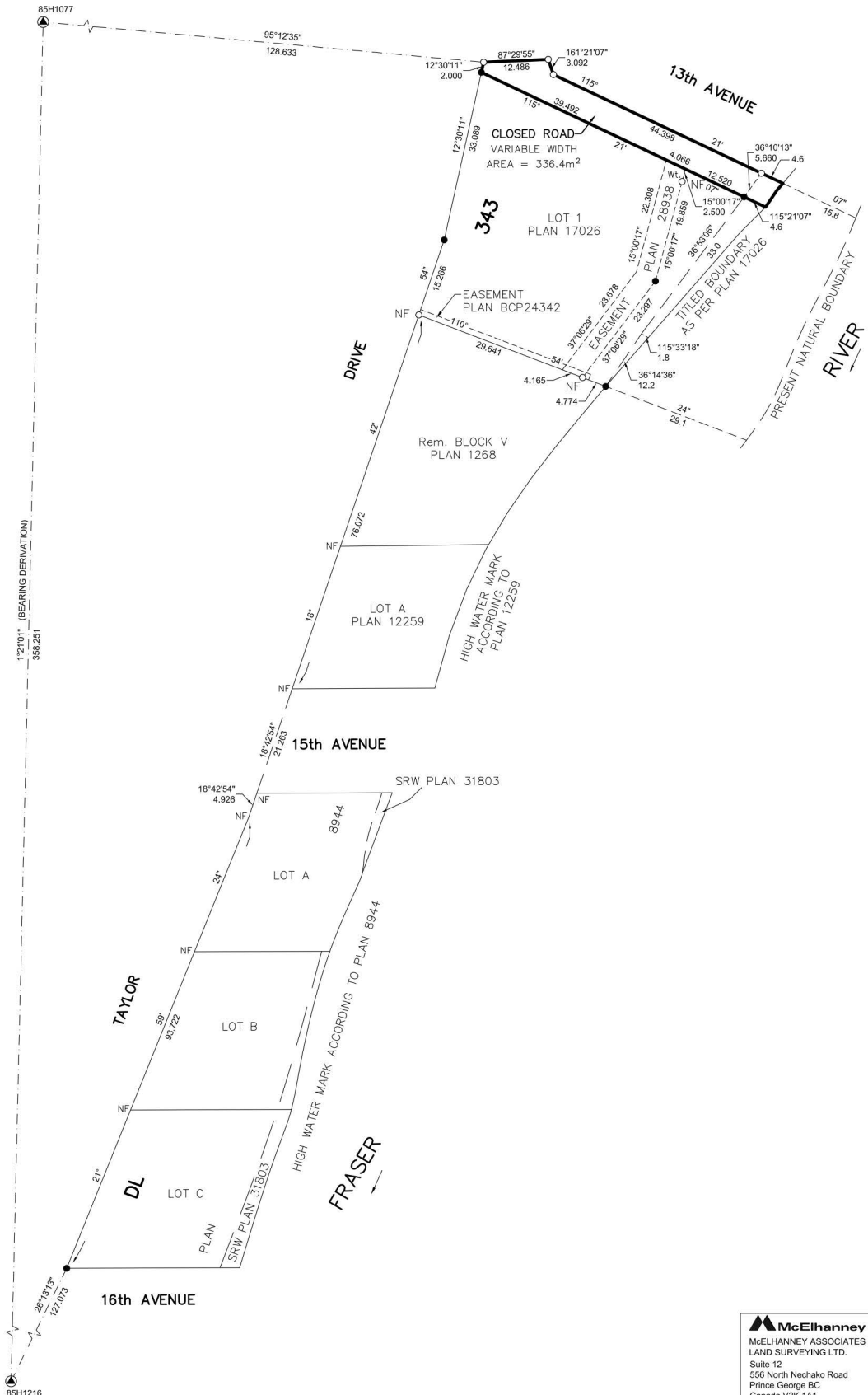
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LEGEND

SYMBOLS	DESCRIPTION
FOUND PLACED	
▲	CONTROL MONUMENT
● ○	STANDARD IRON POST
EAA	ESTIMATED ABSOLUTE ACCURACY
WL	WITNESS
NF	NOT FOUND

GEOREFERENCING POSITIONS UTM COORDINATES, ZONE 10, NAD 83 (CSRS), 4.0.0.BC.1			
STATION	NORTHING	EASTING	EAA
85H1077	5973738.90	517774.61	0.10
85H1216	5973380.92	517766.17	0.10



THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED
ON THE 17th DAY OF MARCH, 2020
THOMAS DUNKLEY, BCLS 1002

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF FRASER-FORT GEORGE.

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Tel 250 561 2229

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: March 10, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Amendment to the City of Prince George Zoning Bylaw No. 7850, 2007
(Bylaw No. 9109)

APPLICANT: City of Prince George

ATTACHMENT(S): Exhibit "A" to RZ100653

RECOMMENDATION(S):

1. THAT Council GIVES FIRST AND SECOND READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020".
2. THAT Council WAIVES the requirements for a public hearing for proposed "Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020", pursuant to Section 464 (2) of the *Local Government Act*.

PURPOSE:

The purpose of this report is to outline the text amendments required to Zoning Bylaw No. 7850, 2007 ("Zoning Bylaw") so it is consistent with the BC Building Code update regarding the floor area of secondary suites. Administration is proposing a text amendment to Section 5.7.4 of the Zoning Bylaw to remove the 90.0 m² size restriction for secondary suites, as shown on Exhibit "A" to RZ100653.

POLICY / REGULATORY ANALYSIS:

BC Building Code

The latest update to BC Building Code was in effect on December 12, 2019. The update includes the removal of the floor area and percentage distribution of secondary suites. BC Building Code indicates that regardless of the updates to the BC Building Code, an applicant shall not contravene existing land use bylaws respecting secondary suites.

Zoning Bylaw

Currently, Section 5.7.4 "Secondary Suites" restricts the maximum floor area of a secondary suite to not exceed the lesser of 90 m² or 40% of the total floor area of the principal dwelling. This regulation establishes the secondary suites as being ancillary to the principal use that is occurring on the subject property (i.e. single detached dwelling).

In order to maintain the ancillary nature of the secondary suite to the principal use, Administration proposes to remove the 90.0 m² secondary suite area, and keep the percentage floor area restriction of a secondary suite to a maximum of 40% of the total gross floor area of the principal dwelling as shown on Exhibit “A” to RZ100653.

Table 1 outlines the current zoning bylaw regulations and the proposed zoning amendment for Zoning Bylaw No. 7850, 2007 for secondary suites.

Table 1: Comparison of Current and Proposed Secondary Suite Regulations

	Current Zoning Bylaw No. 7850, 2007 Regulations	Proposed Zoning Bylaw No. 7850, 2007 Amendments
Total floor area and percentage distribution (%) of the secondary suite	<ul style="list-style-type: none"> • Total floor area shall not exceed 90 m² or 40% of the total floor area of the principal dwelling 	<ul style="list-style-type: none"> • Total floor area shall not exceed 40% of the total floor area of the principal dwelling
Building Type where secondary suites are permitted	<ul style="list-style-type: none"> • Only permitted in single detached housing; • Only permitted on a lot width of 12.0 m or more; • No more than one secondary suite shall be permitted per principal dwelling • Secondary suites are not permitted in conjunction with: <ul style="list-style-type: none"> ○ agri-tourist accommodation; ○ bed and breakfast; ○ community care facility; ○ secondary dwelling; and ○ boarding or lodging house 	<ul style="list-style-type: none"> • No change proposed to these regulations.

The proposed text amendment is also consistent with the Secondary Dwelling regulations that restrict the size of the secondary dwelling to 40% of the total gross floor area (GFA) of the principal dwelling.

Administration is supportive of the proposed text amendment to remove the 90.0 m² size restriction to secondary suites as identified in Exhibit “A” to this report.

OTHER CONSIDERATIONS:

Council Procedures during COVID-19

As a result of the COVID-19 pandemic and Ministerial Order No. M083 issued under the *Emergency Program Act*, City Council at their meeting held April 6, 2020 passed a resolution to waive public hearings for rezoning

applications as described below. This decision is effective for the period that Ministerial Order No. M083 applies.

Legislation specifies that a local government may waive the holding of a public hearing on a proposed zoning bylaw if an official community plan is in effect for the area that is subject to the zoning bylaw and the bylaw is consistent with the official community plan. Further, Council resolved that in addition to the legislative requirements above, in order for Staff to recommend that Council waive a public hearing, the following criteria must also be met:

- a. Approval of the rezoning application is supported by Staff; and
- b. A determination has been made that the public hearing on the application is not expected to generate significant public input.

Notice of City Council's decision to waive the public hearing and the opportunity to provide written comments, will be published in accordance with legislative requirements. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time third reading of the bylaw is proposed to be considered. Submissions received after the Council meeting agenda has been published will be provided to Council as a handout on the day of the Council meeting for consideration during deliberations on the application.

Subject to Council's approval of first two readings of Bylaw No. 9109, 2020, third reading and adoption of the proposed bylaw may be considered at the next regularly scheduled council meeting.

Public Hearings

Pursuant to Section 464(2) of the *Local Government Act*, Staff recommends that Council waive the requirement for a public hearing in relation to proposed Bylaw No. 9109, 2020, as the application is consistent with the City's Official Community Plan, approval of the rezoning application is supported by Staff, and a public hearing on the application is not expected to generate significant public input.

ALTERNATIVES:

1. Approve the bylaw
2. Approve the bylaw as amended
3. Refuse the bylaw
4. Defer or otherwise deal with the bylaw

Administration recommends that Bylaw No. 9109, 2020 be approved.

SUMMARY AND CONCLUSION:

Administration is proposing an amendment to Section 5.7.4 of the Zoning Bylaw (Amending Bylaw No. 9109, 2020) to remove the 90.0 m² secondary suite area to reflect the recent changes to the BC Building Code.

RESPECTFULLY SUBMITTED:

Ian Wells, General Manager of Planning and Development

PREPARED BY: Melissa Nitz, Planner

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27

Proposed Amendments to City of Prince George Zoning Bylaw No. 7850, 2007

Delete Section "5.7.4":

The maximum floor area of a secondary suite shall not exceed the less of 90.0 m² or 40% of the total floor area of the principal buildings.

Replace Section "5.7.4" with the following:

The maximum floor area of a secondary suite shall not exceed 40% of the total floor area of the principal building.

CITY OF PRINCE GEORGE
BYLAW NO. 9109, 2020

A Bylaw of the City of Prince George to amend certain text of the “City of Prince George Zoning Bylaw No. 7850, 2007”.

WHEREAS pursuant to the provisions of Section 479 of the *Local Government Act*, in relation to zoning, the Council of the City of Prince George is empowered to make regulations thereto;

AND WHEREAS “City of Prince George Zoning Bylaw No. 7850, 2007” has been adopted to make regulations thereto;

WHEREAS the Council of the City of Prince George has deemed it desirable to amend “City of Prince George Zoning Bylaw No. 7850, 2007” by removing and replacing text in Section 5.7.4 to align with the BC Building Code regulations relating to prescribed floor space amounts and percentage distribution for the design and construction of new secondary suites;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That “City of Prince George Zoning Bylaw No. 7850, 2007”, be amended as follows:
 - a. That Section 5.7: “Secondary Suites”, subsection (4) be deleted in its entirety and replaced with the following:

“5.7.4 The maximum floor area of a secondary suite shall not exceed 40% of the total floor area of the principal building.”
2. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
3. That this Bylaw may be cited for all purposes as the "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9109, 2020”.

READ A FIRST TIME THIS _____ DAY OF _____, 2020.

READ A SECOND TIME THIS DAY OF , 2020.

First two readings passed by a decision of Members of City Council present and eligible to vote.

READ A THIRD TIME THIS DAY OF , 2020.

Third reading passed by a decision of Members of City Council present and eligible to vote.

Certified correct as passed third reading this day of , 2020.

CORPORATE OFFICER OF
THE CITY OF PRINCE GEORGE

ADOPTED THIS DAY OF 2020.
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND
ELIGIBLE TO VOTE

MAYOR

CORPORATE OFFICER

DATE: April 13, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Amendment to City of Prince George Zoning Bylaw No. 7850, 2007
(Bylaw No. 9110)

Applicant: City of Prince George

ATTACHMENT(S): Exhibit "A" to RZ100658

RECOMMENDATION(S):

THAT Council:

1. GIVES First and Second Reading to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9110, 2020"; and
2. WAIVES the requirements for a public hearing for proposed "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9110, 2020", pursuant to Section 464(2) of the *Local Government Act*.

PURPOSE:

Administration is initiating several text amendments to City of Prince George Zoning Bylaw No. 7850, 2007 (hereinafter referred to as the Zoning Bylaw), as shown on Exhibit "A". The proposed text amendments will provide consistency and clarity to the interpretation of the Zoning Bylaw.

POLICY / REGULATORY ANALYSIS:

Zoning Bylaw

Administration has reviewed the Zoning Bylaw and identified areas requiring updates for consistency and clarity of interpretation, as shown on Exhibit "A". In general, the proposed changes involve the following sections.

Section 2.3 Definitions

During a review of the Zoning Bylaw, a number of definitions in Section 2.3 have been identified for amendments. These amendments are in response to numbering updates that have occurred to the *Local Government Act* and terminology updates. The proposed amendments will improve the clarity of the Zoning Bylaw, as described on Exhibit "A" to RZ100658.

Section 3.1 Right of Entry

A minor amendment is proposed for Section 3.1 to more accurately reflect updates that have occurred to City of Prince George Bylaw Notice Enforcement Bylaw No. 8813, 2016. The proposed amendment is described on Exhibit "A" to RZ100658.

Section 4.6 Subdivision

A minor amendment is proposed for Section 4.6 to improve the clarity and interpretation of the subdivision regulations within the Zoning Bylaw, as described on Exhibit "A" to RZ100658.

Section 11 Commercial Zones

On October 15, 2018, City Council adopted Amendment Bylaw No. 8974, which added Retail, Cannabis to four commercial zones: C1c, C2c, C4c and C6c. A minor amendment is proposed to further clarify the interpretation of zones which permit Retail, Cannabis.

OTHER CONSIDERATIONS:

Council Procedures during COVID-19

As a result of the COVID-19 pandemic and Ministerial Order No. M083 issued under the Emergency Program Act, City Council at their meeting held April 6, 2020 passed a resolution to waive public hearings for rezoning applications as described below. This decision is effective for the period that Ministerial Order No. M083 applies.

Legislation specifies that a local government may waive the holding of a public hearing on a proposed zoning bylaw if an official community plan is in effect for the area that is subject to the zoning bylaw and the bylaw is consistent with the official community plan. Further, Council resolved that in addition to the legislative requirements above, in order for Administration to recommend that Council waive a public hearing, the following criteria must also be met:

- a. approval of the rezoning application is supported by Staff; and
- b. a determination that the public hearing on the application is not expected to generate significant public input.

Notice of City Council's decision to waive the public hearing and the opportunity to provide written comments, will be published in accordance with legislative requirements. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time third reading of the bylaw is proposed to be considered. Submissions received after the council meeting agenda has been published will be provided to Council as a handout on the day of the council meeting for Council's consideration during deliberations on the application.

Subject to Council's approval of first and second reading of Bylaw No. 9110, 2020, third reading and adoption of the proposed bylaw may be considered at the next regularly scheduled council meeting.

Public Hearings

Pursuant to Section 464(2) of the *Local Government Act*, Administration recommends that Council waive the requirement for a public hearing in relation to proposed Bylaw No. 9110, 2020, as the application is consistent with the City's Official Community Plan, approval of the rezoning application is supported by Staff; and a public hearing on the application is not expected to generate significant public input.

ALTERNATIVES:

1. Approve the bylaw
2. Approve the bylaw as amended
3. Refuse the bylaw
4. Defer or otherwise deal with the bylaw

Administration recommends that Bylaw No. 9110, 2020 be approved.

SUMMARY AND CONCLUSION:

Administration recommends that Council approve the proposed text amendments to provide consistency and clarity to the interpretation of the Zoning Bylaw.

RESPECTFULLY SUBMITTED:

Ian Wells, General Manager of Planning and Development

PREPARED BY: Kali Holahan, Planner

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27

Exhibit “A” to RZ100658 (Bylaw No. 9110)

Proposed Amendments to City of Prince George Zoning Bylaw No. 7850, 2007

Delete the definition of “Awning” in Section “2.3”:

A light, detachable structure of fabric, sheet metal or other flexible material supported from the building by a frame (fixed or retractable) to offer shelter from sun and rain.

Replace the definition of “Awning” in Section “2.3” with the following:

Retractable or non-retractable covering of non-rigid materials such as canvas or similar fabric projecting from the exterior wall of a building.

Delete the definition of “Bylaw Enforcement Officer” in Section “2.3”:

An officer or employee of the City who has responsibility for inspection and enforcement relating to bylaw compliance.

Replace the definition of “Bylaw Enforcement Officer” in Section “2.3” with the following:

An officer or employee of the City who has responsibility for inspection and enforcement relating to bylaw compliance including a member of the Royal Canadian Mounted Police or other Peace Officer.

Delete the definition of “Cannabis Production Facility” in Section “2.3”:

A facility licensed under the Access to Cannabis for Medical Purposes Regulations, or subsequent regulations or acts which may be acted in substitution by the Federal Government, to grow, produce or distribute cannabis or cannabis products.

Replace the definition of “Cannabis Production Facility” in Section “2.3” with the following:

A facility licensed under the *Cannabis Act* (Canada), or subsequent regulations or acts, which may be, acted in substitution by the Federal Government, to cultivate, harvest, process, store, pack, non-retail distribution, analytical testing, and research. Cannabis production excludes cannabis retail sales and the cultivation of cannabis by an individual for personal use and consumption.

Delete the definition of “Cellar” in Section “2.3”:

A basement with a height between the finished floor and finished ceiling less than 2.0 m.

Delete the definition of “Chief of Police” in Section “2.3”:

The appointed Officer in Charge of the Prince George City Detachment of the Royal Canadian Mounted Police, or a person designated in writing by the appointed Officer in Charge of the Prince George City Detachment of the Royal Canadian Mounted Police to carry out any act or function under this Bylaw.

Delete the definition of “Club” in Section “2.3”:

A facility maintained by and for members of a social, athletic, recreational, fraternal, benevolent, patriotic, or veterans organization, whether incorporated under the laws of British Columbia or not, whose members pay an annual membership fee, but is not operated primarily for pecuniary gain, spectator entertainment, patron participation entertainment, and food and beverage service.

Replace the definition of “Club” in Section “2.3” with the following:

A facility maintained by and for members of a social, athletic, recreational, fraternal, benevolent, patriotic, or veterans organization, whether incorporated under the laws of British Columbia or not, whose members pay an annual membership fee, but is not operated primarily for monetary gain, spectator entertainment, patron participation entertainment, and food and beverage service. May include an accessory building or structure (i.e., club house) that provides recreation and may include accessory food and beverage services, lockers, change rooms, meeting area, recreational equipment rental and sales facilities, and ticket sales, but shall not include overnight accommodation.

Delete the definition of “Club House or Base Lodge” in Section “2.3”:

An accessory building or structure that provides for day recreation and may include accessory food and beverage services, lockers, change rooms, meeting area, recreational equipment rental and sales facilities, and ticket sales, but shall not include overnight accommodation.

Delete the definition of “Commercial Use” in Section “2.3”:

An occupation, employment or enterprise that is carried on for gain or monetary profit by any person.

Add a definition for “Density” in Section “2.3” with the following:

A measure of the intensity of development to the area of a site, land or parcel. Calculated as dwelling units per lot area.

Delete the definition of Education, Commercial” in Section “2.3”:

Education, training, or instruction, for consideration, in a skilled trade or vocation typically for licensing, registration, or certification purposes such as secretarial, safety and first aid, business, beauty, modeling, art, dance, drama, and music school; or pet training.

Replace the definition of “Education, Commercial” in Section “2.3” with the following:

Solely for education, training, or instruction in a skilled trade or vocation for professional licensing, registration, or certification purposes such as secretarial, safety and first aid, business, beauty, modeling, art, dance, drama, music or pet training.

Insert a definition for “Façade” in Section “2.3” with the following:

The portion of any exterior elevation of a building or structure exposed to public view extending from the grade to the eaves or the top of a parapet wall and the entire length of the building elevation, including all areas divided by firewalls.

Delete the definition of “Fire Separation” in Section “2.3”:

A construction assembly that acts as a barrier against the spread of fire as defined in the *BC Building Code*.

Delete the definition of Lot Area” in Section “2.3”:

The total horizontal area within the lot lines of a lot, except where a parcel is a panhandle lot, the access strip or panhandle shall not be calculated as part of the minimum lot area. When used in reference to a subdivision shall be the size of lot that may be created by subdivision under Sections 903(1)(d) and 946(4) of the *Local Government Act*.

Replace the definition of “Lot Area” in Section “2.3” with the following:

The total area of a lot taken in a horizontal plane excluding land covered by a natural body of water or occupied by a panhandle.

Delete the definition of “Lot Depth” in Section “2.3”:

The horizontal distance between the midpoints of the front and rear lot lines.

Delete the definition of “Lot, Double Fronting” in Section “2.3”:

A lot which abuts two highways which are parallel or nearly parallel and do not intersect at the boundaries of the lot.

Replace the definition of “Lot, Double Fronting” in Section “2.3” with the following:

A lot which abuts two highways which are parallel or nearly parallel and do not intersect at the boundaries of the lot, excluding a lane.

Delete the definition of “Satellite Dish and Receiver” in Section “2.3”:

An accessory structure designed to send or receive telecommunication signals from a satellite.

Delete Section “3.1.1”:

No person shall interfere with or obstruct the entry of the Authorized Person, Chief of Police, Bylaw Enforcement Officer or any authorized City representative on to any land or into any building to which entry is made or attempted.

Replace the wording of Section “3.1.1” with the following:

No person shall interfere with or obstruct the entry of the Authorized Person, Bylaw Enforcement Officer or any authorized City representative on to any land or into any building to which entry is made or attempted.

Delete Section “4.6.4”:

The minimum lot area and lot width provisions of this Bylaw shall not apply for AG, AF and AR lots where the purpose of a subdivision is to protect environmentally sensitive areas, recreational amenities, or agricultural land from development. Provided that the average subdivision area, including the parent parcel, is greater than or equal to the minimum subdivision area, the following applies:

- a) the owner registers a covenant pursuant to Section 219 of the *Land Title Act* in favour of the City at the time the subdivision is registered;
- b) this covenant shall restrict or prohibit the construction of buildings or structures, and/or the use of any lot; and,
- c) such covenant shall be satisfactory to the Approving Officer.

Replace the wording of Section “4.6.4” with the following:

The minimum lot area and lot width provisions of this Bylaw shall not apply for AG, AF and AR lots where the purpose of a subdivision is to protect environmentally sensitive areas, recreational amenities, or agricultural land from development. The authorized person may require the owner registers a covenant pursuant to Section 219 of the *Land Title Act* in favour of the City at the time the subdivision is registered. This covenant may restrict or prohibit the construction of buildings or structures, and/or the use of any lot and shall be satisfactory to the Approving Officer.

Insert the following wording as Section “4.6.7”:

The lot area provisions of this Bylaw shall not apply where existing lots are consolidated.

Replace “retail, cannabis” in the following sections with:

- Section 11.1.2.
 - retail, cannabis only in C1c
- Section 11.2.2.
 - retail, cannabis only in C2c
- Section 11.4.2.
 - retail, cannabis only in C4c
- Section 11.6.2.
 - retail, cannabis only in C6c

CITY OF PRINCE GEORGE
BYLAW NO. 9110, 2020

A Bylaw of the City of Prince George to amend certain text within “City of Prince George Zoning Bylaw No. 7850, 2007”.

WHEREAS pursuant to the provisions of Section 479 of *the Local Government Act*, in relation to zoning, the Council of the City of Prince George is empowered to make regulations thereto;

AND WHEREAS “City of Prince George Zoning Bylaw No. 7850, 2007” has been adopted to make regulations thereto;

WHEREAS the Council of the City of Prince George has deemed it desirable that certain text and definitions be added, removed and replaced to provide consistency and clarity to the interpretation of the Zoning Bylaw;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That “City of Prince George Zoning Bylaw No. 7850, 2007”, be amended as follows:

- a. that the definition of “Awning” in Section 2.3 - “Interpretation”: “Definitions” be deleted in its entirety and replaced with the following:

“Awning: retractable or non-retractable covering of non-rigid materials such as canvas or similar fabric projecting from the exterior wall of a building.”

- b. that the definition of “Bylaw Enforcement Officer” in Section 2.3 - “Interpretation”: “Definitions” be deleted in its entirety and replaced with the following:

“Bylaw Enforcement Officer: An officer or employee of the City who has responsibility for inspection and enforcement relating to bylaw compliance including a member of the Royal Canadian Mounted Police or other Peace Officer.”

- c. that the definition of “Cannabis Production Facility” in Section 2.3 - “Interpretation”: “Definitions” be deleted in its entirety and replaced with the following:

“Cannabis Production Facility: a facility licensed under the *Cannabis Act* (Canada), or subsequent regulations or acts, which may be, acted in substitution by the Federal Government, to cultivate, harvest, process, store, pack, non-retail distribution, analytical testing, and research. Cannabis production excludes cannabis retail sales and the cultivation of cannabis by an individual for personal use and consumption.”

- d. that the definition of “Cellar” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.

- e. that the definition of “Chief of Police” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.

- f. that the definition of “Club” in Section 2.3 - “Interpretation”: “Definitions” be deleted in its entirety and replaced with the following:

“Club: a facility maintained by and for members of a social, athletic, recreational, fraternal, benevolent, patriotic, or veterans organization, whether incorporated under the laws of British Columbia or not, whose members pay an annual membership fee, but is not operated primarily for monetary gain, spectator entertainment, patron participation entertainment, and food and beverage service. May include an accessory building or structure (i.e., club house) that provides recreation and may include accessory food and beverage services, lockers, change rooms, meeting area, recreational equipment rental and sales facilities, and ticket sales, but shall not include overnight accommodation.”

- g. that the definition of “Club House or Base Lodge” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.

- h. that the definition of “Commercial Use” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.

- i. that the definition of “Density” in Section 2.3 - “Interpretation”: “Definitions” be deleted and replaced with the following:

“Density: a measure of the intensity of development to the area of a site, land or parcel. Calculated as dwelling units per lot area.”

- j. that the definition of “Education, Commercial” in Section 2.3 - “Interpretation”: “Definitions” be deleted and replaced with the following:

“Education, Commercial: Solely for education, training, or instruction in a skilled trade or vocation for professional licensing, registration, or certification purposes such as secretarial, safety and first aid, business, beauty, modeling, art, dance, drama, music or pet training.”

- k. by inserting a new definition “façade” to Section 2.3 - “Interpretation”: “Definitions” as follows:

“Façade: The portion of any exterior elevation of a building or structure exposed to public view extending from the grade to the eaves or the top of a parapet wall and the entire length of the building elevation, including all areas divided by firewalls.”

- l. that the definition of “Fire Separation” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.

- m. that the definition of “Lot, Double Fronting” in Section 2.3 - “Interpretation”: “Definitions” be deleted and replaced with the following:

“Lot, Double Fronting: A lot which abuts two highways which are parallel or nearly parallel and do not intersect at the boundaries of the lot, excluding a lane.”

- n. that the definition of “Lot Area” in Section 2.3 - “Interpretation”: “Definitions” be deleted and replaced with the following:

“Lot Area: The total area of a lot taken in a horizontal plane excluding land covered by a natural body of water or occupied by a panhandle.”

- o. that the definition of “Lot Depth” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.
- p. that the definition of “Satellite Dish and Receiver” in Section 2.3 - “Interpretation”: “Definitions” be removed in its entirety.
- q. that Section 3.1 – “Enforcement”: “Right of Entry,” subsection (1) be deleted in its entirety and replaced with the following:

“3.1.1 No person shall interfere with or obstruct the entry of the Authorized Person, Bylaw Enforcement Officer or any authorized City representative on to any land or into any building to which entry is made or attempted.”

- r. that Section 4.6 – “General Development Regulations”: “Subdivision,” subsection (4) be deleted in its entirety and replaced with the following:

“4.6.4 The minimum lot area and lot width provisions of this Bylaw shall not apply for AG, AF and AR lots where the purpose of a subdivision is to protect environmentally sensitive areas, recreational amenities, or agricultural land from development. The authorized person may require the owner registers a covenant pursuant to Section 219 of the *Land Title Act* in favour of the City at the time the subdivision is registered. This covenant may restrict or prohibit the construction of buildings or structures, and/or the use of any lot and shall be satisfactory to the Approving Officer.”

- s. by inserting a new subsection (7) under Section 4.6 – “General Development Regulations”: “Subdivision” as follows:

“4.6.7 The lot area provisions of this Bylaw shall not apply where existing lots are consolidated.”

- t. that Section 11.1 – “Commercial Zones”: “C1, C1c, C1l: Downtown” subsection (2) be amended by deleting the words “retail, cannabis” and replacing them with “retail, cannabis only in C1c”;
- u. that Section 11.2 – “Commercial Zones”: “C2, C2c: Regional Commercial” subsection (2) be amended by deleting the words “retail, cannabis” and replacing them with “retail, cannabis only in C2c”;
- v. that Section 11.4 – “Commercial Zones”: “C4, C4c, C4l: Local Commercial” subsection (2) be amended by deleting the words “retail, cannabis” and replacing them with “retail, cannabis only in C4c”; and
- w. that Section 11.6 – “Commercial Zones”: “C6, C6c, C6l: Highway Commercial” subsection (2) be amended by deleting the words “retail, cannabis” and replacing them with “retail, cannabis only in C6c”.

2. That the Zoning Map referred to as Schedule "A" of the "City of Prince George Zoning Bylaw No. 7850, 2007", shall be amended accordingly.
3. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
4. That this Bylaw may be cited for all purposes as the "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9110, 2020".

READ A FIRST TIME THIS DAY OF , 2020.

READ A SECOND TIME THIS DAY OF , 2020.

First two readings passed by a decision of Members of City Council present and eligible to vote.

READ A THIRD TIME THIS DAY OF , 2020.

Third reading passed by a decision of Members of City Council present and eligible to vote.

Certified correct as passed third reading this day of , 2020.

CORPORATE OFFICER OF
THE CITY OF PRINCE GEORGE

ADOPTED THIS DAY OF 2020,
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND
ELIGIBLE TO VOTE

MAYOR

CORPORATE OFFICER

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: March 24, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Temporary Use Permit Application No. TU000055

Applicant: Gaylene Neary for The Well- A Gathering Place Fellowship
Location: 4350 15th Avenue

ATTACHMENT(S): Location and Existing Zoning Map
Temporary User Permit No. TU000055

RECOMMENDATION(S):

That Council APPROVES Temporary Use Permit No. TU000055 for the property legally described as Lot 1, District Lot 2507, Cariboo District, Plan EPP84493.

PURPOSE:

The applicant has applied for a Temporary Use Permit (TUP) to allow for 25.0 m² office (counselling services) within the King's In Bible Store and church at 4350 15th Avenue (subject property). The proposed 25.0 m² office would be located within the basement of the building. Currently, the subject property is zoned as P2: Minor Institutional, which does not permit office use. As per the Local Government Act, Temporary Use Permits can allow a use not permitted by a zoning bylaw.

Background

Site Characteristics

Location	4350 15 th Avenue
Current Use	The Well - A Gathering Place Fellowship and the King's In Bible Store
Site Area	0.3 ha (0.74 acres)
Zoning	P2: Minor Institutional

Official Community Plan

Future Land Use	Neighbourhood Centre, Corridor and Neighbourhood Centre, Residential
Growth Management	Growth Priority

Surrounding Land Use Table

North	Antler Park and Residential
South	15 th Avenue, Exhibition Park (Aquatic Centre and soccer fields) and Rotary Soccer Fields

East	Religious Assembly (Jehovah's Witnesses) and Multiple Residential Apartment
West	Religious Assembly (The 7 th Day Adventist Church) and Vacant Commercial Property

POLICY / REGULATORY ANALYSIS:

A Temporary Use Permit (TUP) is a tool to allow a short-term use that does not comply with the Zoning Bylaw. As per the *Local Government Act*, a TUP may be issued for a maximum of three (3) years, and may only be renewed once for an additional three (3) years. Following the expiration of the proposed TUP, the applicant must apply for a Zoning Bylaw amendment, cease the use, or relocate to a property that supports the proposed uses.

Official Community Plan

The subject property is designated as 'Neighbourhood Centre Corridor' and 'Neighbourhood Centre, Residential' as per Schedule B-6: Future Land Use of the Official Community Plan (OCP). The 'Neighbourhood Centre' designations (corridor and residential) are intended to provide local shops, services and similar amenities as well as encourage infill and redevelopment of existing vacant and underused sites (Policy 8.3.31).

The issuance of a temporary use permit can be considered in all OCP designations. Section 9.2 of the OCP outlines a number of considerations to avoid conflicts between different types of uses when considering a temporary use permit. Administration has considered these conflicts in the Zoning Bylaw section below.

Zoning Bylaw

The subject property is currently zoned P2: Minor Institutional. The intent of the zone is to provide for educational and recreational uses, and religious assemblies (church). As stated previously, the zone does not permit office use, therefore the applicant applied for a temporary use permit to allow this use in the basement of the existing building.

Temporary Nature of Use

The applicant would like to relocate her home based business for Mirror Image Counselling to the subject property to allow for individual and group services for counselling, education and training. If approved, the TUP would allow the applicant to obtain a business license for up to three (3) years at this location.

Administration believes this proposal is supportable in principal as a temporary use on the subject property.

Compatibility of Adjacent Uses

OCP states that the City should allow and encourage office uses downtown, and restrict them outside the downtown (Policy 8.3.3). As indicated in this OCP Policy, the Zoning Bylaw does permit small retail/office tenancies that are restricted in gross leasable floor area. Specifically, commercial zones that are adjacent to residential uses (i.e. C4: Local Commercial and C7: Transitional Commercial) may have gross leasable floor area that range from 280 m² to 1400 m². The applicant will have an office floor area of 25 m² within the existing building for The King's In Bible Store and church.

Administration is recommending approval of the proposed TUP as the office use will encompass only 25 m² of the existing building. The gross leasable floor area is well below the maximum area of retail/ office uses in commercial zones that are close to residential neighbourhoods.

Impact on Natural Environment

The proposed use will not negatively impact the natural environment.

Intensity of Proposed Use

As indicated previously, the applicant would like to relocate their home based business to the subject property to allow for individual and group services for counselling, teaching and training services. The home based business regulations restrict the number of clients per day to one (1) client per hour and one (1) instruction class once a week for up to five (5) students. These restrictions do not exist should the business run from the proposed site.

The existing building is used for Religious Assembly (Church) and the King's In Bible Store (retail space). Access to the site is from 15th Avenue, which is an arterial collector. The arterial road system is intended for the movement of large volumes of people and goods between different areas of the City. The parking lot is adequate to accommodate retail, church and office uses onsite. Administration does not anticipate that the proposed office use will negatively impact the current uses on the property as there is sufficient parking to accommodate the additional office use.

The subject property is 0.3 ha (0.74 acres) and the existing building is orientated closer to 15th avenue, which provides an increased buffer of the existing building uses to the residential uses located to the north (40 m) of the subject property. Residential uses occurring to the north of the property line are further separated from the subject property from a City of Prince George park greenspace right of way (Antler Park).

Administration is recommending approval of this application as the road network, onsite parking and size of the parcel will limit any potential significant impacts on the adjacent properties.

Inability to Conduct Proposed Use Elsewhere

The applicant is relocating the home based business to allow for increased individual and group counselling, education and training services on the subject property. The applicant provides services to The Well Fellowship, other religious assemblies in the area, individuals and groups that require counselling services.

The office use can be operated in other commercial zones (i.e. C1, C2, C3, C4 and C6), but the proposal is to allow for a transition from a home based business to a commercial office space.

OTHER CONSIDERATIONS:

Referrals

This application was referred to internal City divisions and external agencies with no outstanding concerns.

Notification to Adjacent Property Owners

As a result of the COVID-19 pandemic and Ministerial Order No. M083 issued under the *Emergency Program Act*, City Council at their meeting held April 6, 2020 passed a resolution to discontinue informal hearings for Development Variance Permit applications, Temporary Use Permit applications and other applications where such hearings are not legally required to be held. This decision is effective for the period that Ministerial Order No. M083 applies.

As per the requirements set out in the *Local Government Act* and "City of Prince George Development Procedures Bylaw No. 7635, 2005", the City of Prince George will mail or otherwise deliver a notice to adjacent property owners and tenants whose interests may be affected by this temporary use permit. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time the application and granting of the permit is being considered. Submissions received after the Council meeting agenda has been published will be provided to Council as a handout on the day of the Council meeting for consideration during deliberations on the application.

ALTERNATIVES:

1. Approve the permit
2. Approve the permit as amended
3. Refuse the permit
4. Defer or otherwise deal with the permit

Administration recommends that Temporary Permit No. TU000055 be approved.

SUMMARY AND CONCLUSION:

Administration recommends that Council approve the applicant's request for a TUP allowing a 25.0 m² office use on subject property for three (3) years for the reasons outlined in this report.

RESPECTFULLY SUBMITTED:

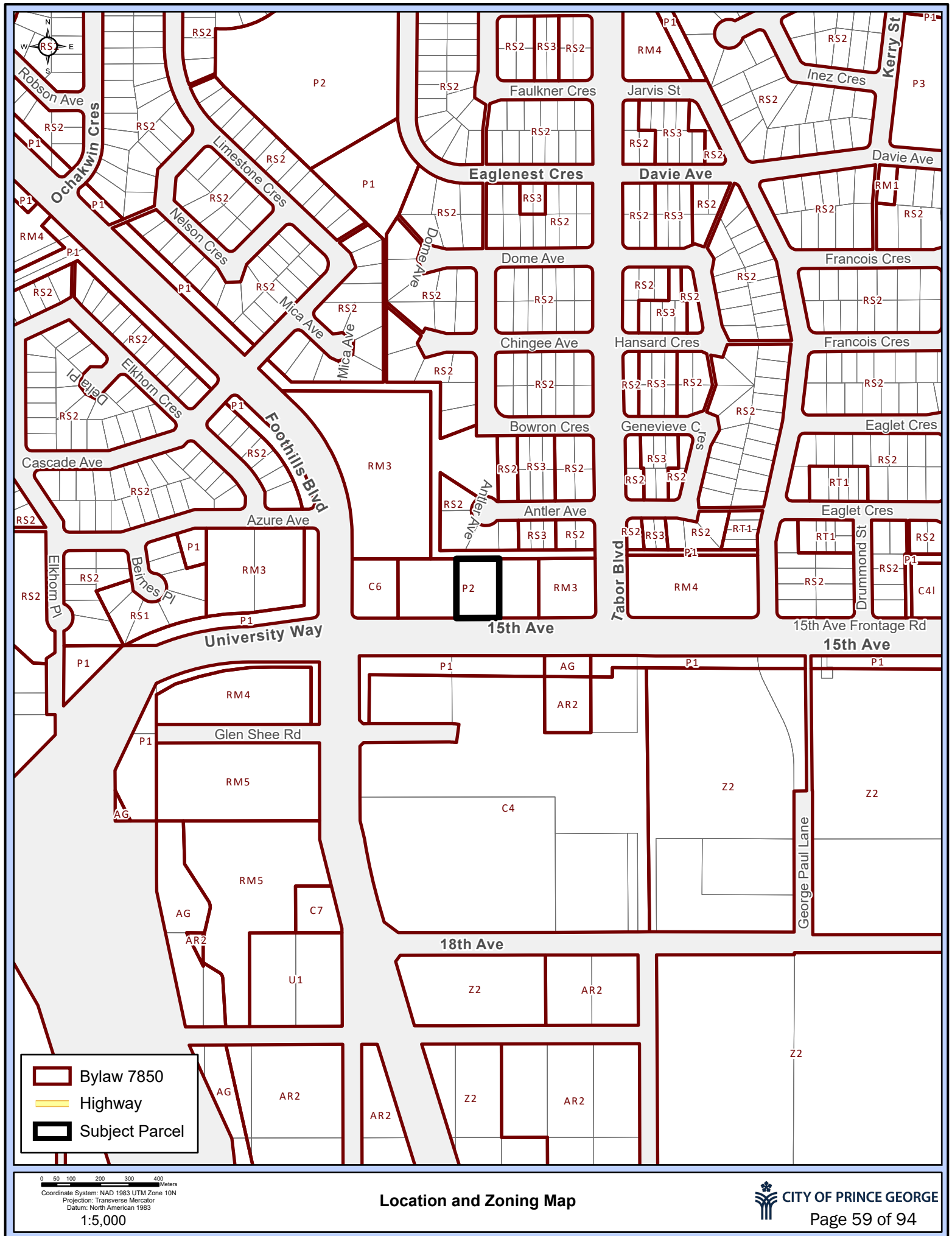
Ian Wells, General Manager of Planning and Development

PREPARED BY: Melissa Nitz, Planner 1

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27



TEMPORARY USE PERMIT

No. TU000055

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

- 1) This Temporary Use Permit is issued to:

Name: Gaylene Neary
Address: 3986 Barnes Drive
Prince George, BC V2N 03G

cc: **Name:** The Well- A Gathering Place (Fellowship), Inc. No. S0040774
Address: 1202 Powell Avenue
Prince George, BC V2M 4C8

- 2) This Temporary Use Permit applies to:

Address: 4350 15th Avenue
Legal Description: Lot 1, District Lot 2507, Cariboo District, Plan EPP84493

- 3) This permit is issued subject to compliance with all of the Bylaws of the City of Prince George applicable thereto, except for the temporary use permitted by this permit.

- 4) This permit authorizes the following temporary use:

a. A 25.0 m² office use located in the basement of the existing building on the subject property.

- 5) This permit authorizes the temporary use mentioned in Section 4 of this permit for **three (3) years** from the date this permit is issued.
- 6) If the applicant for this permit contravenes or commits any breach of any condition of this permit or suffers or permits any act or thing to be done in contravention of or in violation of any of the conditions of this permit or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing whatsoever by the permit prescribed or imposed or required to be done is in default of this permit, and the security provided pursuant to this permit may be forfeit to the City of Prince George.

Authorizing resolution passed by Mayor and Council on ____ day of _____, 20__

Issuance date: _____

Authorizing Signature: _____

Subject: FW: Rationale Letter for TUP Application no TU000055
Attachments: City of Prince George Council-Letter.pdf

From: MirrorImage Counselling <mirrorimagecounselling@gmail.com>

Sent: Friday, April 17, 2020 2:49 PM

To: Nitz, Melissa <Melissa.Nitz@princegeorge.ca>

Subject: Letter for TUP Application

This email originated from outside the organization. Do not click on links or open attachments unless you recognize and trust the sender and know the content is safe.

Hello Melissa,

Realizing with working fully out of home the days are slipping by, and it will soon be time for the upcoming city council meeting on April 27th.

Please find attached a support letter outlining the rationale for my TUP application. If you feel that anything in this letter is not appropriate, I am more than willing to rewrite accordingly.

I appreciate your support and guidance in submitting this especially through these unusual times and circumstances. I look forward to hearing of the step in the process.

Take good care,

Gaylene Neary, MC, RCC, BEd
Mirror Image Counselling
Prince George, BC
Tel: 250 692-6271
Fax: 250 964-8815
mirrorimagecounselling@gmail.com

Note: This email is intended for the use of the individual or entity to whom it is addressed and may contain information that is privileged, confidential and exempt from disclosure. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this email is strictly prohibited. If you have received this email in error please notify me by telephone 250 692-6271 or electronically by return email, and delete or destroy all copies of this communication. Thank you.

Internet and email communication may not be secure. If you have communicated with me by email, I consider that I have your authority and direction to communicate by email.

City of Prince George Council
1100 Patricia Blvd.
Prince George, BC.
V2L 3V9

April 17, 2020

Attention: Council Members
Re: Temporary Use Permit Application No. TU000055-4350 15th Avenue

I am a Registered Clinical Counsellor with a private practice called Mirror IMage Counselling. I work part time doing face to face, and online sessions with individuals, primarily with people from various churches in Prince George and First Nations clients. I moved to Prince George 5 years ago, and formerly rented office space in another professional building in the city. The issues of confidentiality and privacy were a concern for some clients, and I found that when counselling in the area of complex trauma, some clients could become quite disruptive with intense emotion and language that could be heard outside of the office. I was unsure how to solve this dilemma.

Our church fellowship, The Well, recently purchased the property at 4350 15th Avenue. I am applying to permit counselling services at this church location. An existing office space of 25.0 m² is located in the basement of the premises, with access through a private outside entrance. No repairs or renovations are required to the building, the location is accessible by public transit, and there is plenty of parking available.

Should you require any additional information, I would be happy to speak with you at your convenience.

Kind regards,

Gaylene Neary, MC, RCC, BEd
Mirror IMage Counselling
Prince George, BC
Tel: 250 692-6271
Fax: 250 964-8815
mirrorimagecounselling@gmail.com

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 8, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Temporary Use Permit Application No. TU000059

Applicant: Antonio Rebelo
Location: 1973 Ogilvie Street

ATTACHMENT(S): Location and Existing Zoning Map
Temporary Use Permit No. TU000059
Letter of Intent from the Applicant

RECOMMENDATION(S):

That Council APPROVES Temporary Use Permit No. TU000059 for the property legally described as Lot 23, District Lot 936, Cariboo District, Plan 15083.

PURPOSE:

The applicant is requesting an extension of a Temporary Use Permit to continue to allow a nail, lash, and waxing salon (i.e. a “service, personal” use) in a light industrial building located at 1973 Ogilvie Street. The subject property is zoned M1: Light Industrial, which does not include “service, personal” as a permitted use.

The use was previously permitted under Temporary Use Permit No. TU000031 for a period of two (2) years to allow the business to operate while a new location was constructed. TU000031 expired on November 7, 2019, however the new location has not yet been constructed. Therefore, to facilitate the continued operation of the business, the applicant is requesting a Temporary Use Permit to allow the “service, personal” use at this location for an additional two years.

Background

Site Characteristics

Location	1973 Ogilvie Street
Current Use	Service, Personal (nail and lash salon)
Site Area	1974 m ²
Zoning	M1: Light Industrial

Official Community Plan

Future Land Use	Business District – Light Industrial
Growth Management	Infill

Surrounding Land Use Table

North	Light Industrial
South	Light Industrial
East	Ogilvie Street, Light Industrial
West	Laneway, Light Industrial

Related Applications

Temporary Use Permit No. TU000031 – On November 6, 2017 Council approved Temporary Use Permit No. TU000031 to permit the “service, personal” use on the subject property. The permit authorized the use for a period of two (2) years from the date of issuance. The permit expired on November 7, 2019.

POLICY / REGULATORY ANALYSIS:

A Temporary Use Permit (TUP) is a tool to allow a short-term use that does not comply with the Zoning Bylaw. As per the *Local Government Act*, a TUP may be issued for a maximum of three (3) years, and may only be renewed once for an additional three (3) years. Following the expiration of the proposed TUP, the applicant must apply for a Zoning Bylaw amendment, cease the use, or relocate to a property that supports the proposed uses.

Zoning Bylaw

The subject property is currently zoned M1: Light Industrial. The intent of the M1: Light Industrial zone is to provide for a mix of business and industrial uses. The M1; Light Industrial zone does not permit the “service, personal” use. The applicant has applied for a TUP to allow the “service, personal” use on the subject property located at 1973 Ogilvie Street.

Official Community Plan

Section 9.2 of City of Prince George Official Community Plan Bylaw No. 8383, 2011 (OCP) provides criteria to consider against TUP applications. Below is an analysis of this application against criteria in the OCP:

- The use must be clearly temporary or seasonal in nature;
- Compatibility of the proposal with adjacent uses;
- Impact on the natural environment;
- The intensity of the proposed use; and,
- Inability to conduct proposed use on land elsewhere in the community.

Temporary Nature of Use

The applicant has stated that the proposed use is temporarily operating on the subject property while awaiting the construction of a new location on a property where the zoning will permit the use to occur permanently. There is a building permit application in progress (Building Permit No. BP040640) for the new location (3450 15th Avenue). This Temporary Use Permit application is intended to allow the use to continue to operate until construction is complete, at which time the business will move into the new location.

Compatibility of Adjacent Uses

A “service, personal” use is not generally considered consistent with the uses associated with light industrial areas. This area is intended for production, distribution and repair uses that may have negative impacts on surrounding properties (e.g. noise, lights, smells etc.). The OCP supports service uses that are ancillary in nature to light industrial uses. A salon is not ancillary to the light industrial uses in the area. However, the use has been operating at this location for two (2) years, during which time no complaints have been made to the City.

Impact on Natural Environment

It is not believed that the proposed use will have a negative impact on the natural environment.

Intensity of Proposed Use

The use will have similar hours of operation to the surrounding uses, and will attract a maximum of two clients per hour. This is unlikely to generate a noticeable increase to traffic in the area. The use has been operating for two years under the previous Temporary Use Permit (TU000031) with no complaints received by the City.

Inability to Conduct Proposed Use Elsewhere

The Zoning Bylaw permits the “service, personal” use in the C1: Downtown, C2: Regional Commercial, C3: Neighbourhood Commercial, C4: Local Commercial, C5: Visitor Commercial, C6: Highway Commercial, C7: Transitional Commercial, C8: Commercial Conversion, P4: Higher Education, Z6: Casino & Accommodation, Z8: Regional Shopping, Z9: Hill Avenue, Z10: Inland Plaza, and Z11: Fraser River Bench Lands zones. There is opportunity to accommodate the proposed use elsewhere in the City of Prince George.

As previously stated, the applicant has selected a new location, which meets the zoning requirements, but the building has yet to be constructed. A building permit (BP040640) has been submitted for the new building, which will accommodate the salon in the future.

OTHER CONSIDERATIONS:

Referrals

This application was referred to internal City divisions and external agencies with no outstanding concerns.

Notification to Adjacent Property Owners

As a result of the COVID-19 pandemic and Ministerial Order No. M083 issued under the *Emergency Program Act*, City Council at their meeting held April 6, 2020 passed a resolution to discontinue informal hearings for Development Variance Permit applications, Temporary Use Permit applications and other applications where such hearings are not legally required to be held. This decision is effective for the period that Ministerial Order No. M083 applies.

As per the requirements set out in the *Local Government Act* and “City of Prince George Development Procedures Bylaw No. 7635, 2005”, the City of Prince George will mail or otherwise deliver a notice to adjacent property owners and tenants whose interests may be affected by this variance. Written submissions received in response to the public notice for this application will be provided to Council for their consideration at the time the application and granting of the permit is being considered. Submissions received after the Council meeting agenda has been published will be provided to Council as a handout on the day of the Council meeting for consideration during deliberations on the application.

ALTERNATIVES:

1. Approve the permit
2. Approve the permit as amended
3. Refuse the permit
4. Defer or otherwise deal with the permit

Administration recommends that Temporary Permit No. TU000059 be approved.

SUMMARY AND CONCLUSION:

Administration recommends that Council approve the applicant's request for a TUP allowing the "service, personal" use on subject property for an additional two (2) years to allow the continued operation of the business until the new location has completed construction.

RESPECTFULLY SUBMITTED:

Ian Wells, General Manager of Planning and Development

PREPARED BY: Tristin Deveau, Planner

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/08

TEMPORARY USE PERMIT

No. TU000059

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

- 1) This Temporary Use Permit is issued to:

Name: Antonio Rebelo
Address: 1453 Freeman Street
Prince George, BC V2M 5T8

cc: Name: Ed Rebelo
Address: 2255 Quinn Street
Prince George, BC V2N 2X4

- 2) This Temporary Use Permit applies to:

Address: 1973 Ogilvie Street
Legal Description: Lot 23, District Lot 936, Cariboo District, Plan 15083

- 3) This permit is issued subject to compliance with all of the Bylaws of the City of Prince George applicable thereto, except for the temporary use permitted by this permit.
- 4) This permit authorizes the following temporary use:

a. “service, personal” use on the subject property, limited to unit number 1973.

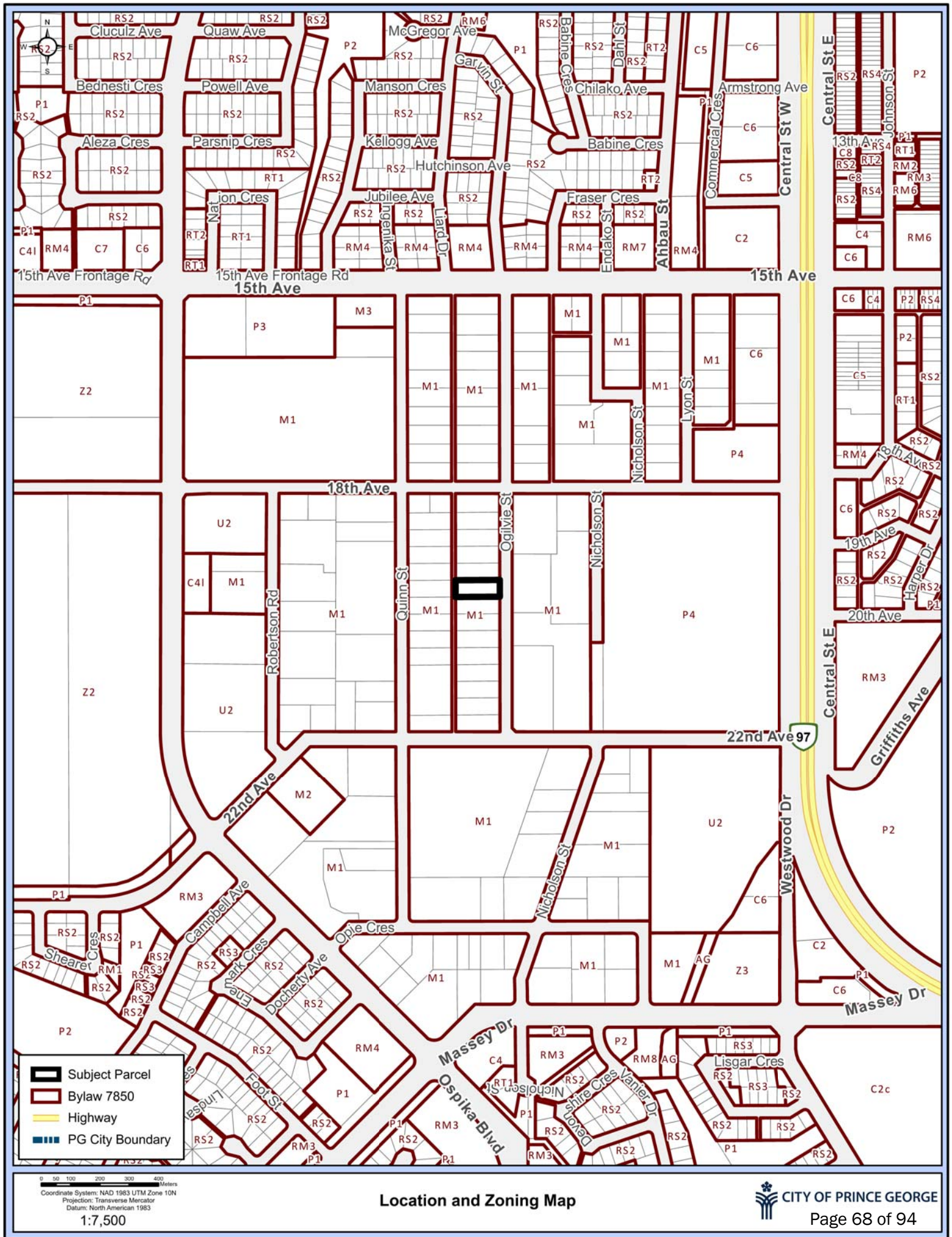
On the area of land shown on the plans attached as Exhibit “A”.

- 5) This permit authorizes the temporary use mentioned in Section 4 of this permit for **2 years** from the date this permit is issued.
- 6) This permit establishes the following conditions under which the temporary use may be carried on:

a) The “service, personal” use is limited to 50 m² GFA.

Authorizing resolution passed by Mayor and Council on ____ day of _____, 20__

Issuance date: _____ Authorizing Signature: _____



FORTWOOD HOMES & SONS LTD.
2255 QUINN STREET, SOUTH
PRINCE GEORGE, B.C. V2N 2X4
TELEPHONE: 250-563-5291
FAX LINE: 250-563-5262

TO: City of Prince George

APPLICANT: Ed Rebelo for Antonio Rebelo, owner of 1967 – 1975 S. Ogilvie Street, Prince George, BC
Victoria Husband, Sugar Nails and Lash Bar, owner/operator

DATE: February 28, 2020

SUBJECT: Application for EXTENSION OF TEMPORARY USE PERMIT #TU000031

=====

To Whom It May Concern;

RE: SUBJECT PROPERTY - 1973 OGILVIE STREET, PRINCE GEORGE, B.C.
REQUEST TO EXTEND TEMPORARY USE PERMIT #TU000031

We kindly request the City of Prince George to extend the Temporary Use Permit #TU000031 for an additional two (2) years. #TU000031 expired on November 6, 2019.

Please find attached:

- 1) Copy of the application for "Temporary Use Permit" to extend the Temporary Use Permit #TU000031
- 2) Copy of the Temporary Use Permit #TU000031 which pertains to the location noted above and had authorized the following temporary use: ***"Service, Personal use on the subject property limited to 50m2 GFA"***

Sugar Nails and Lash Bar is currently leasing this above noted location on a temporary basis until the new location, located at 1475 Ahbau Street (aka 3450-15th Avenue), is completed. Sugar Nails and Lash Bar is owned by Victoria Husband, a licensed nail, lash and waxing technician, certified lash application trainer, and an entrepreneur. Victoria is the granddaughter of Antonio Rebelo, who owns the building located at 1967 – 1975 Ogilvie Street, Prince George, B.C., and is also the owner of Fortwood Homes & Sons Ltd., an established construction company in Prince George.

Victoria has completed her training certification allowing her to train and certify students in the application of lashes. This new direction in her business would be her primary focus. However, she would still continue to offer the application of gel nails, nail extensions, lashes and waxing as the secondary focus of her business.

We are applying for an extension to the temporary use permit because even though the primary focus of her business falls under the *M1: light industrial zoning (education commercial)* her secondary focus does not.

In 2017, when we first applied for the Temporary Use Permit, we (Fortwood Homes) were planning on starting a new project in which Sugar Nails and Lash Bar would lease space once completed.

This project is to be built on the property located at 1475 Ahbau Street and consists of 32 residential units for rent, with a retail space on the main floor. This retail space has been specifically customized for Sugar Nails and Lash Bar and has been incorporated into the building plans.

Due to unexpected delays beyond our control, the project was not started when anticipated. Fortwood Homes applied for a building permit in the Fall 2019 and due to delays by the City of Prince George we did not receive a letter from the City until February 5, 2020 outlining some outstanding items to be completed by all parties involved (engineers, architects, etc.). We anticipate resolving the outstanding items by March 20th and we hope the City will have a quick turnaround and approvals and Fortwood Homes could start construction mid-April 2020. Due to the limited space and working around the existing building, a spring start is required due to restrictions regarding parking and building material storage.

We estimate construction of the entire building to take two years, but we plan to complete the retail space before the end of 2021.

We are hopeful that the City of Prince George will favorably extend the Temporary Permit for an additional two (2) years in order to give us time to complete the new building which will allow Sugar Nails and Lash Bar to occupy it, within this time frame, notwithstanding any unexpected delays.

We have secured a lease with Sugar Nails and Lash Bar for the new location effective January 1, 2022.

If Sugar Nails has to re-locate elsewhere, (if the extension of TU#000031 is not approved) the relocation would cause a financial burden to this business mostly due to the fact that the new location, wherever it may be, the space would have to be built and/or improved to have the necessary requirements to meet the Northern Health regulations. When Northern Health came to originally inspect the current premises, they had commented that the salon was one of the best laid out in Prince George, including home-based businesses. Sugar Nails and Lash Bar's services consist of teaching the application of lash extensions, applying gel and applying nail extensions, eyelash extensions and waxing. Each service requires certain specifications and that would cost extra money to set up.

Then once the new building is complete, additional costs would need to be incurred to set up the new salon with its necessary requirements and specifications for services.

We are aware that the City of Prince George finds that this specific use "service personal use" not compatible with the industrial nature of the area, however, in the last two years that Sugar Nails has been there, there have been no complaints or areas of concern from clients or the surrounding businesses. In fact, the clients have been very content and happy with the salon as it is new, clean and spacious. In regards to the location, her clients have commented to Victoria that they feel safe going

there, even when it’s dark or during evening hours. Parking has not been an issue since clients are by appointment only.

We sincerely appreciate that the City of Prince George had approved and permitted, as a temporary use, Sugar Nails and Lash Bar to be located at 1973 S. Ogilvie Street, for the past two years. We are hopeful that we can extend for an additional two years at this location, for the reasons stated above.

Please note: We were not aware that there is an application for “Time Extension for Valid Temporary Use Permit” or we would have made application before the TUP#000000 had expired. In addition, since Sugar Nails and Lash Bar had decided to also offer in 2020, training and certifying students in lash applications, and it was in the permitted use in the M1 zone, we also didn’t think it was going to be an issue when Sugar Nails and Lash Bar went to apply for the business license renewal for 2020.

We thank you for your consideration in this request and for taking the time to read our explanation and purpose for the extension. If you have any questions or concerns, please feel free to contact us at any time.

Sincerely yours,

*REDACTED
(signature)

Ed Rebelo
CEO, Fortwood Homes & Sons Ltd.

*REDACTED
(signature)

Antonio Rebelo
President, Fortwood Homes & Sons Ltd.

*REDACTED
(signature)

Victoria Husband
Owner/Operator, Sugar Nails & Lash Bar

RE: Development Services Application Form for Temporary Use Permit

Application for Extension of Temporary Use Permit #TMU000031

Applicant – Fortwood Homes & Sons Ltd.

PROPOSAL:

Description of Proposed Temporary Use

For personal services to be conducted on subject property which includes application of gel nails and nail extensions, application of lash extensions and waxing services by certified Nail, Lash and Waxing Technician. This will be our secondary focus of our business.

In addition to personal services, we will offer educational training and certification for lash extension application. This education commercial service is within the proposed use of M1: Light Industrial. This will be our primary focus of our business.

DATE: April 9, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Ian Wells, General Manager of Planning and Development

SUBJECT: Variance Permit No. VP100567

Applicant: Dorothy Van Diepen
Location: 2763 Michener Crescent

ATTACHMENT(S):

- Location and Existing Zoning Map
- Development Variance Permit No. VP100567
- Exhibit "A" to VP100567
- Supporting Document
- Rationale Letter from the Applicant

RECOMMENDATION(S):

That Council **DENIES** Development Variance Permit No. VP100567 to vary City of Prince George Zoning Bylaw No. 7850, 2007 for the property legally described as Lot 10, District Lot 8175, Cariboo District, Plan 17631 as follows:

- a. Vary Section 5.6.6 by increasing the maximum floor area of a secondary dwelling from 40% to 60% of the total floor area of the principal dwelling, as shown on Exhibit "A" to VP100567.

PURPOSE:

The applicant would like to construct a secondary dwelling (i.e. carriage house) with a floor area of 100.0 m² at 2763 Michener Crescent (subject property). The secondary dwelling floor area will be situated on the upper floor (one bedroom, kitchen, living room and bathroom) and a portion of the main floor (one bedroom, entryway and bathroom) to provide a total floor area of 100 m² as shown on Exhibit "A" to VP100567.

The applicant has applied to vary the secondary dwelling regulations to increase the maximum floor area of a secondary dwelling from 40% (67.8 m²) to 60% (100.0 m²) of the total floor area of the principal dwelling.

Background

Site Characteristics

Location	2763 Michener Crescent
Current Use	Single Residential
Site Area	621.0 m ²
Zoning	RS2: Single Residential

Official Community Plan

Future Land Use	Neighbourhood Residential
Growth Management	Infill

Surrounding Land Use Table

North	Michener Crescent and Residential
South	Residential and Pinewood Avenue
East	Residential
West	Residential and Vanier Drive

Relevant Applications

Intensive Residential Development Permit No. DP100716: The applicant has applied for an Intensive Residential Development Permit to facilitate the construction of the secondary dwelling (i.e. carriage house). During the review of the Development Permit, it was determined that a variance permit would be required due to the increase in the total floor area of the proposed carriage house, as identified on the plans attached as Exhibit "A".

POLICY / REGULATORY ANALYSIS:

Official Community Plan (OCP)

The subject property is designated Neighbourhood Residential as per Schedule B-6: Future Land Use of the Official Community Plan No. 8383, 2011. The Neighbourhood Residential states that the City should maintain a similar scale of housing to that typical to the existing neighbourhood, by limiting the size of new buildings (Policy 8.3.58).

Zoning Bylaw No. 7850, 2007

The subject property is zoned RS2: Single Residential. The purpose of the zone is to foster an urban lifestyle on properties larger than 500.0 m². The zone also provides for complementary residential related uses that are compatible with the residential character of the area.

The Zoning Bylaw provides regulations for secondary dwellings to ensure the use is considered "ancillary" use to a residential zoned property. To ensure this intent, the Zoning Bylaw restricts the floor area of a secondary dwelling to be 40% of the total floor area of the principal dwelling. The Zoning Bylaw identifies secondary dwellings as a "secondary use" within rural residential zones (AG, AF, AR,) and urban residential zones (RS).

Further to this, the Zoning Bylaw defines the secondary dwelling as a self-contained dwelling that is detached and subordinate to the principal dwelling in terms of size, scale and massing. The Zoning Bylaw defines the "carriage house" form to be a secondary dwelling constructed above a detached garage with direct vehicle access.

As indicated above, the RS2 zone permits a secondary dwelling only as a secondary use to the principal dwelling to 40% of the total floor area of the principal dwelling. The existing house on the property has a gross floor area of 169.5 m², which would permit a maximum secondary dwelling floor area of 67.8 m². The applicant is proposing the floor area of the carriage house to be 100.0 m². The increase in floor area is to accommodate living space on the main floor of the carriage house (i.e. bedroom, bathroom and entryway), along with the entire upper floor.

Administration is unable to support this application. As indicated previously, the intent of the carriage house is to be ancillary to the principal house on the subject property with the unit of living space being located above the garage portion. Increasing the proposed carriage house total floor area to 60% of the floor area of the principal house on the property compromises the intent of the carriage house being ancillary to the principal house.

Furthermore, Administration is also concerned with the precedent that may be set should the percentage increase proposed through this variance permit application be approved. The Zoning Bylaw clearly defines principal uses, secondary uses, the intent of the uses, and specifically limits the total area of secondary dwellings, such as carriage houses, to 40% of the total area of the principal house to ensure the secondary dwelling is ancillary to the principal house.

OTHER CONSIDERATIONS:

Notification to Adjacent Property Owners

As a result of the COVID-19 pandemic and Ministerial Order No. M083 issued under the *Emergency Program Act*, City Council at their meeting held April 6, 2020 passed a resolution to discontinue informal hearings for Development Variance Permit applications, Temporary Use Permit applications and other applications where such hearings are not legally required to be held. This decision is effective for the period that Ministerial Order No. M083 applies.

As per the requirements set out in the *Local Government Act* and “City of Prince George Development Procedures Bylaw No. 7635, 2005”, the City of Prince George will mail or otherwise deliver a notice to adjacent property owners and tenants whose interests may be affected by this development variance permit. Written submissions received in response to the public notice for this application will be provided to Council for consideration at the time the application and granting of the permit is being considered. Submissions received after the Council meeting agenda has been published will be provided to Council as a handout on the day of the Council meeting for consideration during deliberations on the application.

ALTERNATIVES:

1. Approve the permit
2. Approve the permit as amended
3. Refuse the permit
4. Defer or otherwise deal with the permit

Administration recommends that Development Variance Permit No. VP100567 be denied.

SUMMARY AND CONCLUSION:

Administration recommends denial of the variance permit to increase the total floor area of the secondary dwelling to 40% to 60% of the total floor area of the principal dwelling at 2763 Michener Crescent as per the rationale provided in this report.

RESPECTFULLY SUBMITTED:

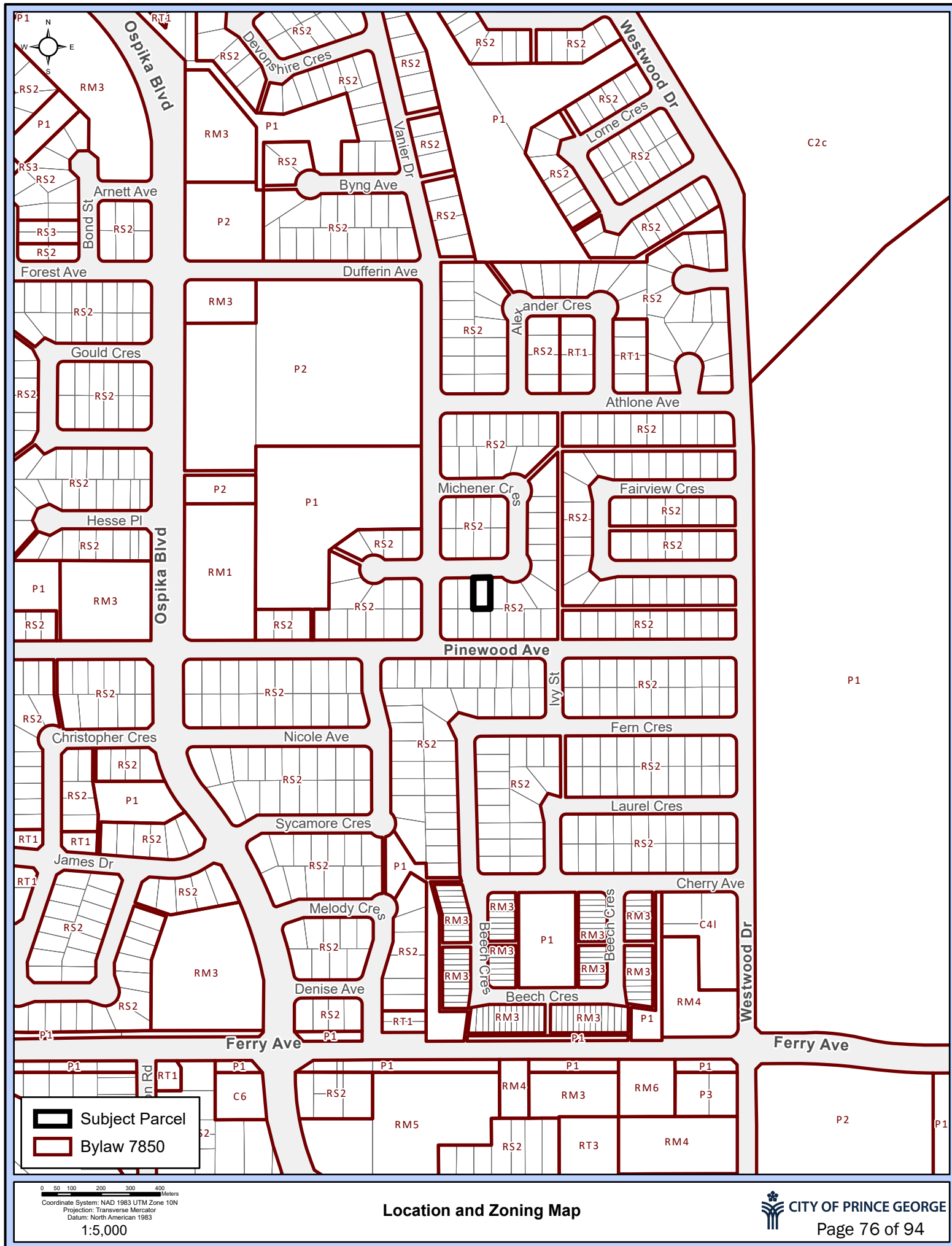
Ian Wells, General Manager of Planning and Development

PREPARED BY: Melissa Nitz, Planner 1

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27



VARIANCE PERMIT

No. VP100567

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

- 1) This Development Variance Permit is issued to:

Name: Dorothy Van Diepen

Address: 2763 Michener Crescent
Prince George, BC V2N 1H2

- 2) This Development Variance Permit applies to:

Address: 2763 Michener Crescent

Legal Description: Lot 10, District Lot 8175, Cariboo District, Plan 17631

- 3) This permit is issued subject to compliance with all of the Bylaws of the City of Prince George applicable thereto, except as specifically varied by this permit.

- 4) This permit varies **Section 5.6.6 of City of Prince George Zoning Bylaw No. 7850, 2007** as follows:

- a. Increase the maximum floor area of a secondary dwelling from 40% to 60% of the total floor area of the principal dwelling

The variance is only granted for the 67.0 m² secondary dwelling as shown on Exhibit "A".

- 5) If a Building Permit for the development permitted by this permit has not been issued and construction substantially commenced within **two years** after the date of this permit's issuance, this permit shall lapse.
- 6) This Development Variance Permit is not a Building Permit.
- 7) This Development Variance Permit does not satisfy any other approvals required by the City of Prince George, the Province of British Columbia or the Federal Government.

Authorizing resolution passed by Mayor and Council on ____ day of _____, 20__

Issuance date: _____

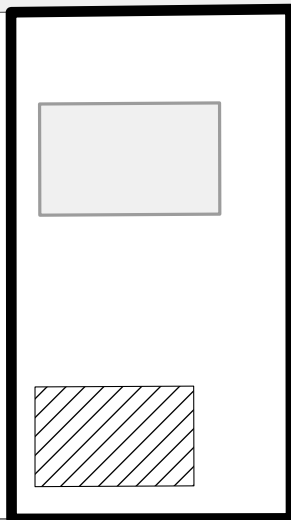
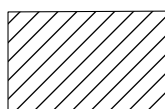
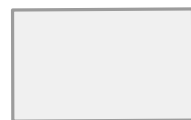
Authorizing Signature: _____







Vary Section of 5.6.6 of City of Prince George Zoning Bylaw No. 7850, 2007 as follows:

a) Increase the maximum floor area of a secondary dwelling from 40% to 60% of the total floor area of the principal dwelling.

MICHENER CRES



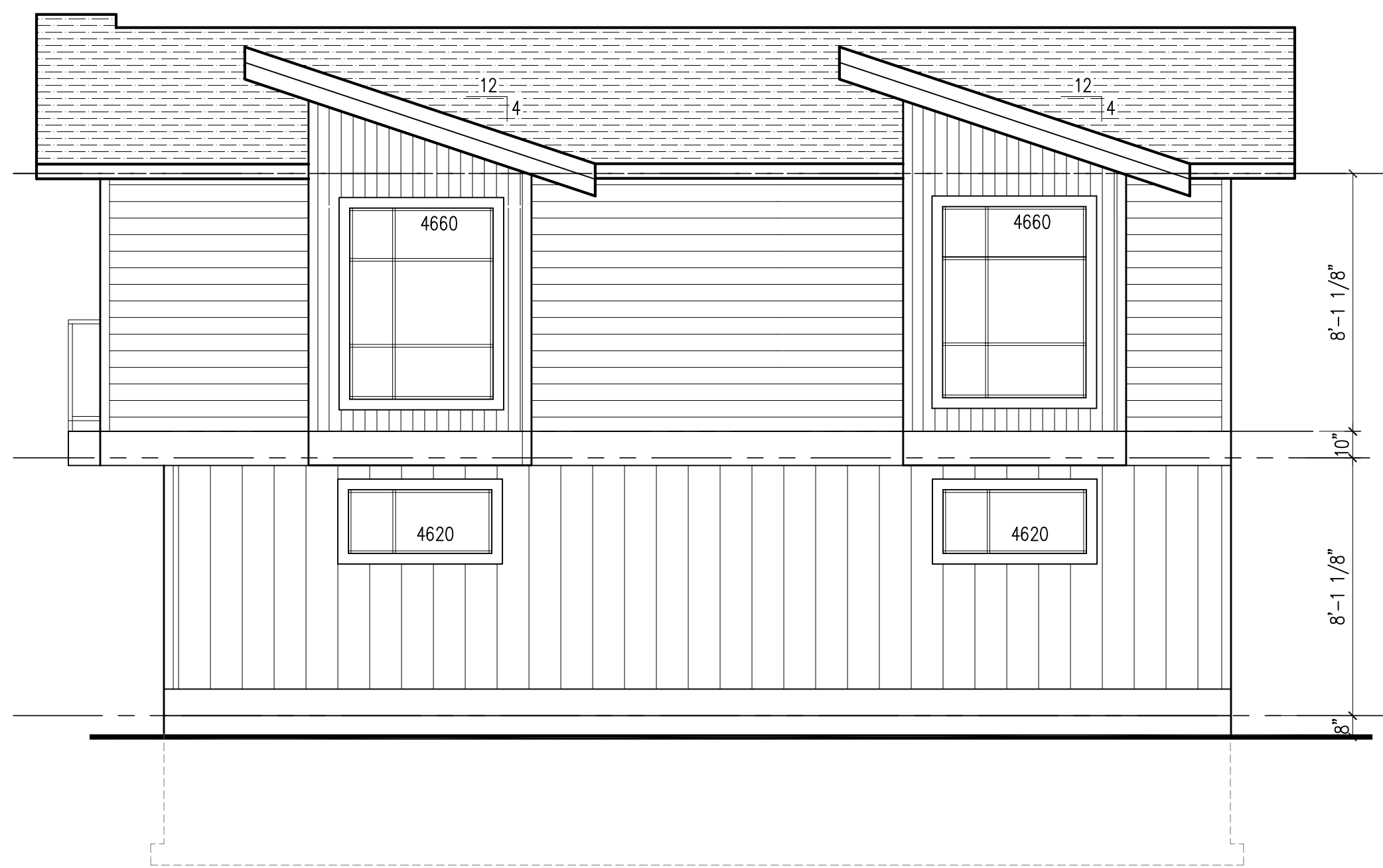
PINEWOOD AVE

-  Existing House
-  Proposed Carriage House
-  Subject Parcel
-  Parcel

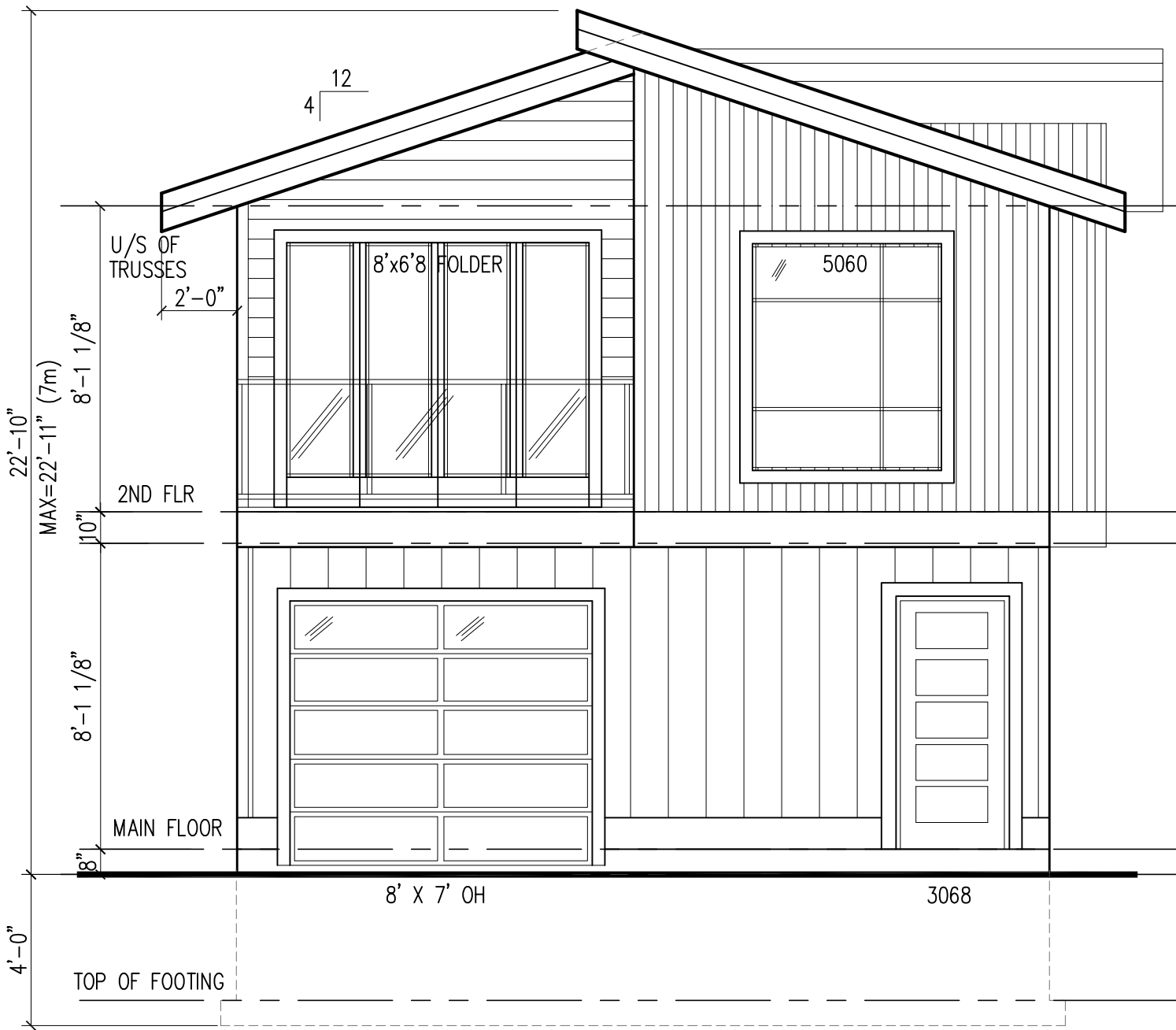
0 50 100 200 300 400 Meters
Coordinate System: NAD 1983 UTM Zone 10N
Projection: Transverse Mercator
Datum: North American 1983

1:500

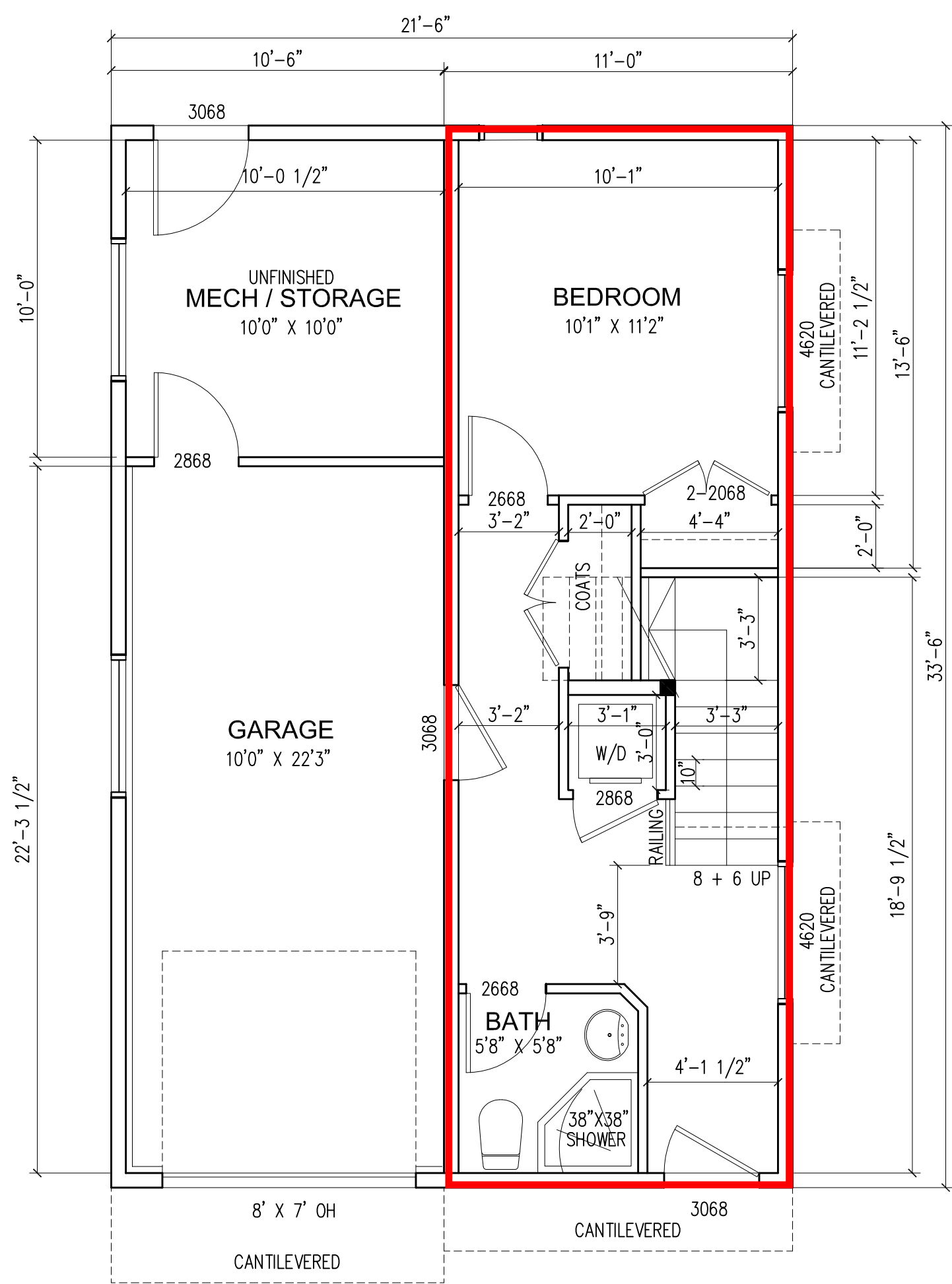
Exhibit "A" to VP100567
Lot 10, DL 8175, CD, Plan 17631



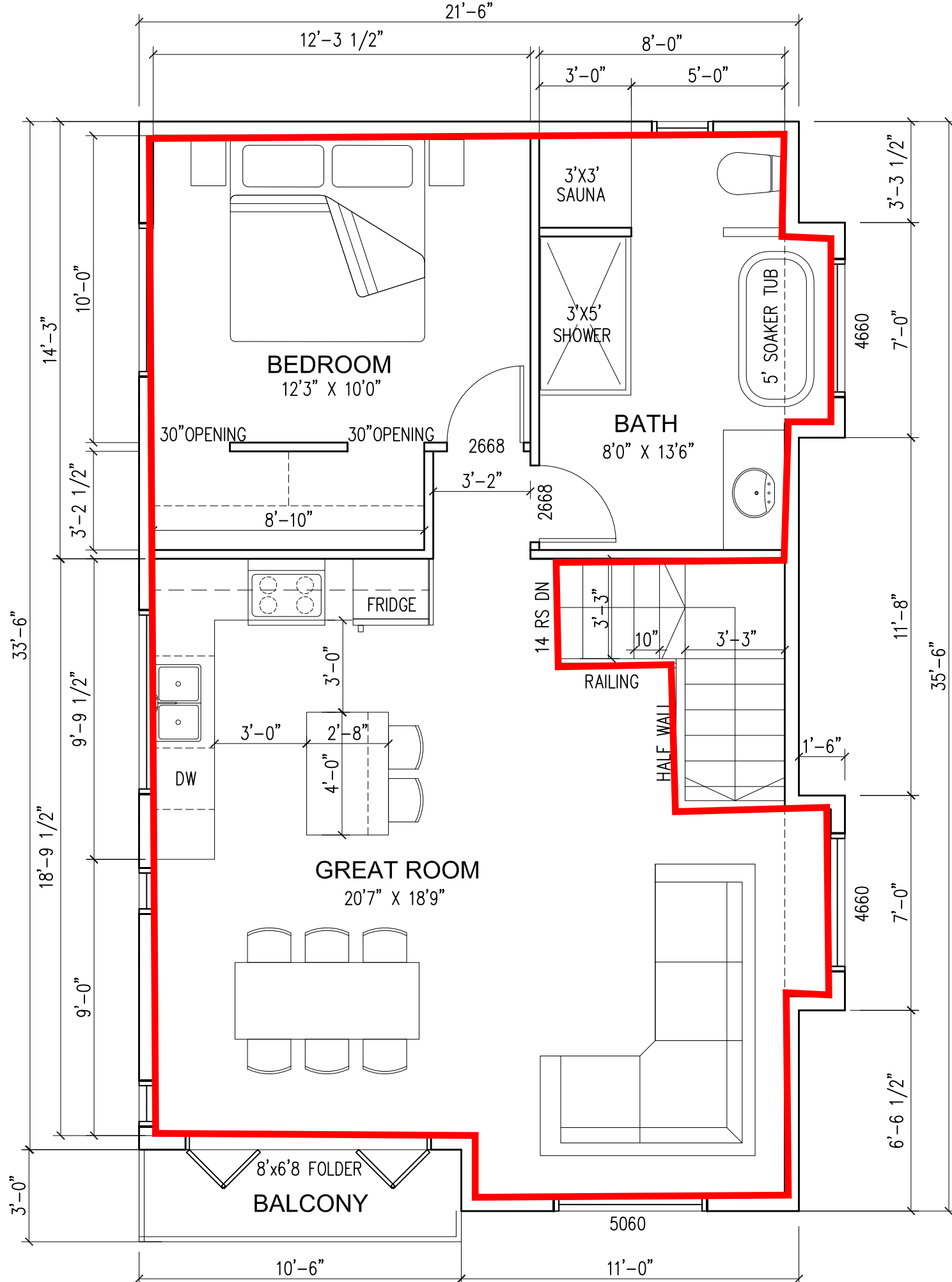
NORTH ELEVATION
SCALE: 1/4"=1'-0"



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



ENTRY LEVEL FLOOR PLAN
21.5' X 33.5' = 720 SQFT
(GARAGE INCLUDED=239 SQFT)
SCALE: 1/4"=1'-0"

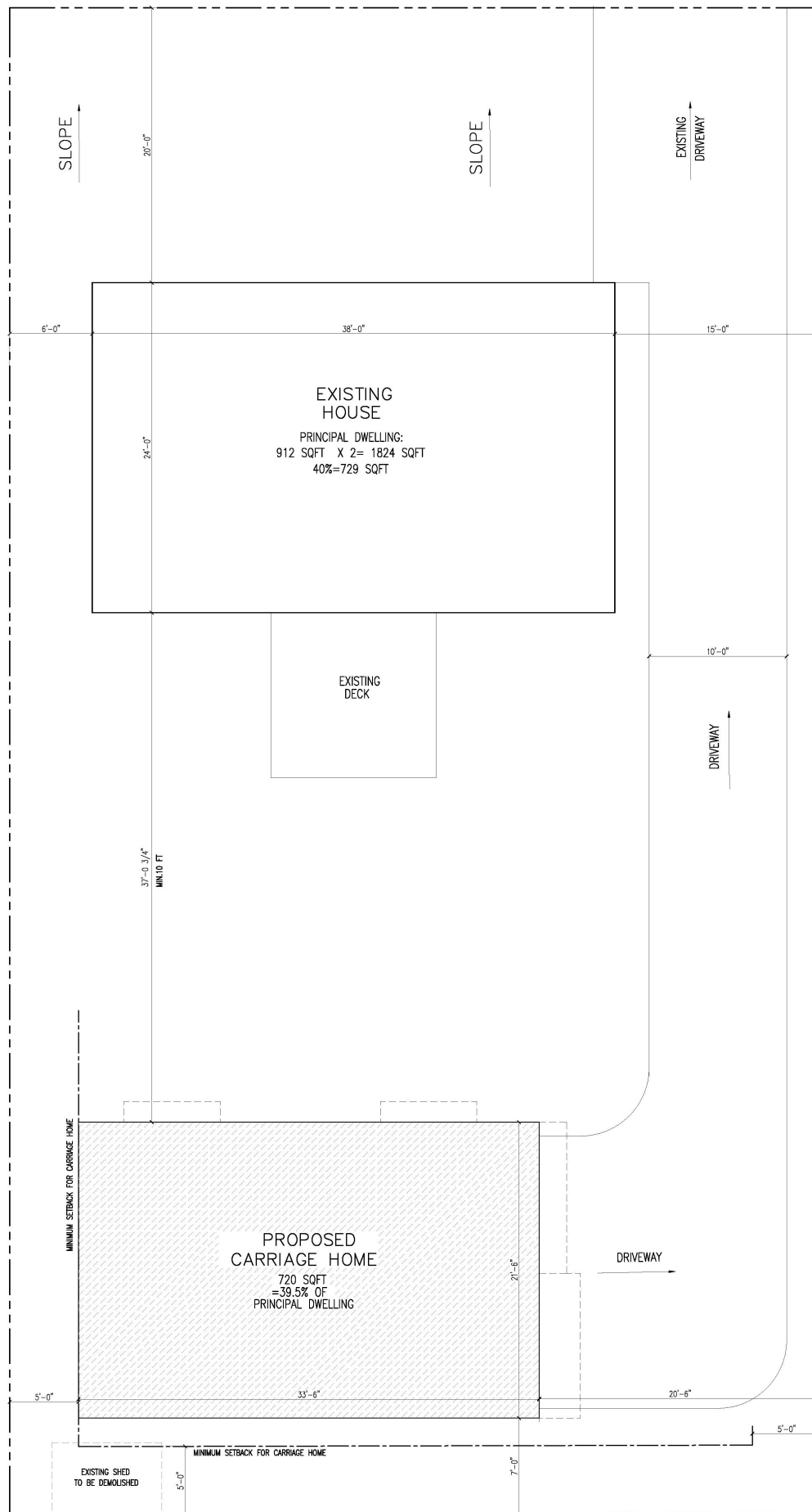


UPPER FLOOR PLAN
720 SQFT
(STAIRS NOT INCLUDED)
SCALE: 1/4"=1'-0"

Secondary Dwelling Area (100 sq.m.)

ISSUED FOR DEVELOPMENT PRMIT
- NOT FOR CONSTRUCTION -

PROJECT: NEW CARRIAGE HOME	SCALE: 1/4" = 1' - 0" (36"X24")	PROJECT BY: DOROTHY van DIEPEN	LOCATION: PID 011317761 LT 10 DL8175 PL17631 2763 MICHENER CRES PRINCE GEORGE, BC	CONTRACTOR / BUILDER shall check and verify and be responsible for all dimensions, details, specifications and site conditions before proceeding with construction. Any error shall be submitted to the consultant for correction.	DATE: FEB 18 2020 DRAWN: EH 006-20 studio 12 design and drafting 250- 960- 8311 elisahorvath@yahoo.ca
DRAWING: FLOOR PLANS ELEVATIONS	DRAWING NO: 1 OF 2				



April 3, 2020

RE: NEW CARRIAGE HOUSE AT 2763 MICHENER CRESCENT

I am applying for a variance to increase the principal dwelling space from 40% to 60% for the carriage house on the RS2 lot.

The area in question is an additional bedroom on the main floor. The intent of the carriage house is to make it a primary personal residence for myself for the foreseeable future. I live alone, do not have dependants or have plans to, and this space will primarily serve as a room in case my family comes from Vancouver for the weekend, but will be used to house my National Geographic collection from 1914, and a few pieces of exercise equipment.

In short, allowing this variation will cause no difference to the exterior plan of the carriage house, and no additional occupants will reside, with no additional parking or traffic being increased, and utility use being unchanged.

- The footprint of the building is 67.0 sq.m in size which is under the maximum gross floor area permitted of 90 sq.m. for accessory developments of the RS2 zone and meets other secondary dwelling regulations such as parking and setbacks.
- The height of the carriage house meets the 7.0 m height restriction for the secondary dwelling.
- The proposed carriage house exceeds the front, interior and rear yard setback for the secondary dwelling regulations of the RS2 zone.
- The proposed carriage house exceeds the minimum 3.0 m setback requirement with a 11.0 m setback between the principal and secondary dwelling.
- The site coverage of the property with the existing house and deck and proposed secondary dwelling is only 26.5% which is under the maximum 40% site coverage permitted for the RS2 zone.
- There are existing trees and shrubs on the property that will help to mitigate massing and impacts of the propose development from adjacent property owners to the west and south.
- The asymmetrical roofline and contemporary design complements the existing house, and the form and character would be visually appealing and interesting to the neighbourhood.

Thank you for the consideration, and I look forward to beginning this project as soon as possible.

Redacted



Dorothy van Diepen
Owner, 2763 Michener Crescent, Prince George, BC

STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: April 16, 2020

TO: MAYOR AND COUNCIL

NAME AND TITLE: Walter Babicz, General Manager of Administrative Services

SUBJECT: Proposed Revised Structure for Appointments of Secondary Alternate Municipal Directors to the Regional District of Fraser Fort-George Board

ATTACHMENTS: **Appendix 1** – Report to Council dated October 25, 2018 titled “Appointment of Municipal Directors to the Regional District of Fraser-Fort George”
Appendix 2 – Current Structure for Secondary Alternate Municipal Directors
Appendix 3 – Proposed Revised Structure for Secondary Alternate Municipal Directors

RECOMMENDATION:

1. THAT Council APPROVES the appointment of Councillor Frizzell, Councillor Ramsay, Councillor Scott and Councillor Skakun as Secondary Alternate Municipal Directors to each of the four (4) Municipal Directors on the Regional District of Fraser-Fort George Board until the inaugural meeting of Council after the 2022 General Local Election.
2. THAT Council ESTABLISHES the system shown on Appendix 3 attached to the report dated April 16, 2020 from the General Manager of Administrative Services titled “Proposed Revised Structure for Appointments of Secondary Alternate Municipal Directors to the Regional District of Fraser Fort-George Board”, to determine which alternate municipal director is to act in the place of any absent municipal director.

PURPOSE:

This report proposes a revised structure for Members of Council appointed as Secondary Alternate Municipal Directors to the Regional District of Fraser-Fort George Board to align with the recent amendments to “City of Prince George Council Procedures Bylaw No. 8388, 2011.”

BACKGROUND/ANALYSIS:

At the inaugural meeting on November 5, 2018, Council appointed four Members of Council to each serve as a Secondary Alternate Municipal Director to one (1) of the four (4) Municipal Directors on the Regional District of Fraser-Fort George Board until the first meeting of Council is held after the 2022 General Local Election. Appendix 2 illustrates the existing appointments and system.

The “City of Prince Georges Council Procedure Bylaw No. 8388, 2011” (the “Council Procedures Bylaw”) at the time, set out the following system to determine Alternate Municipal Director positions:

One (1) Councillor is appointed as a “Floating Primary Alternate Municipal Director”, who may take the place of any absent Municipal Director; and each of the four (4) remaining Councillors are appointed as a “Secondary Alternate Municipal Director” to one (1) of the four (4) Municipal Directors, if the Floating Primary Alternate Municipal Director is absent, or if more than one (1) Municipal Director is absent. The Council Procedure Bylaw further stated that if more than three (3) Councillors are nominated as Municipal Directors, then the Councillor receiving the fourth highest number of votes in the ballot voting will be appointed as the Floating Primary Alternate Municipal Director. These designated Alternates are permitted to take the place of, vote and generally act in all matters for an absent municipal director in accordance with section 200 of the *Local Government Act*.

Proposed Revised Structure

At the April 6, 2020 regular meeting, Council approved an amendment to section 7 of the Council Procedures Bylaw related to appointments to the Regional District of Fraser-Fort George Board. Specifically, section 7(5) was amended involving the process to appoint alternate municipal directors to the Board to provide for more flexibility and maximize the opportunity for full City representation at board meetings. The floating primary alternate municipal director remains in place. However, rather than each of the remaining four Councillors being assigned as the secondary alternate to only one of the four specific municipal directors, the remaining four Councillors would instead all be appointed as secondary alternates to all four municipal directors. Appendix 3 illustrates the revised system. This system retains the benefit of the continuity of the floating primary alternate but would be more flexible in the circumstances when more than one municipal director is absent, or when the floating primary alternate is absent. The Secondary Alternate Municipal Directors will be called upon in the order indicated in Appendix 3. The order of Secondary Alternate Municipal directors for Municipal Director 1 was determined alphabetically by last name. The order of Secondary Alternate Municipal Directors was then rotated by one position progressively for each of Municipal Director 2, Municipal Director 3 and Municipal Director 4.

SUMMARY AND CONCLUSION:

Council is requested to update their Secondary Alternate Municipal Director system to align with the Council Procedure Bylaw. Appendix 3 sets out a proposed revised structure for Secondary Alternate Municipal Directors for Council’s consideration. This system would remain in effect until the inaugural meeting of Council following the General Local Election in 2022.

RESPECTFULLY SUBMITTED:

Walter Babicz, General Manager of Administrative Services

PREPARED BY: Maureen Connelly, Manager of Legislative Services

APPROVED:

Kathleen Soltis, City Manager

Meeting Date: 2020/04/27



STAFF REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: October 25, 2018

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, GENERAL MANAGER OF ADMINISTRATIVE SERVICES

SUBJECT: Appointment of Municipal Directors to the Regional District of Fraser-Fort George

ATTACHMENTS: None

RECOMMENDATION:

That Council:

1. APPOINT Mayor Lyn Hall to serve as a Municipal Director on the Regional District of Fraser-Fort George Board until the first meeting of Council is held after the 2022 General Local Election, and assign a voting strength of five (5) votes to him;
2. APPOINT three (3) members of Council to serve as Municipal Directors on the Regional District of Fraser-Fort George Board until the first meeting of Council is held after the 2022 General Local Election, and assign a voting strength of five (5) votes to two (2) of those three (3) Municipal Directors, and assign a voting strength of four (4) votes to the remaining one (1) Municipal Director;
3. APPOINT one (1) member of Council to serve as the Floating Primary Alternate Municipal Director on the Regional District of Fraser-Fort George Board until the first meeting of Council is held after the 2022 General Local Election; and
4. APPOINT four (4) members of Council to each serve as a Secondary Alternate Municipal Director to one (1) of the four (4) Municipal Directors on the Regional District of Fraser-Fort George Board until the first meeting of Council is held after the 2022 General Local Election.

PURPOSE:

The purpose of this report is for Council to appoint Municipal Directors to the Regional District of Fraser-Fort George Board.

BACKGROUND:

Pursuant to the *Local Government Act*, Council is entitled to appoint four (4) members of Council to act as “Municipal Directors” on the Board of the Regional District of Fraser-Fort George.

The total voting strength of the four (4) Municipal Directors is nineteen (19) votes. The *Local Government Act* requires that the voting strength be equally distributed among the Municipal Directors if possible, and if equal distribution is not possible then the difference in voting strength between Municipal Directors cannot be greater than one vote. Therefore, three (3) Municipal Directors must be assigned a voting strength of five (5) votes, and one (1) Municipal Director must be assigned a voting strength of four (4) votes.

City of Prince George Council Procedures Bylaw No. 8388, 2011 (the “Council Procedures Bylaw”), provides that Council shall appoint the Mayor to serve as one (1) of the four (4) Municipal Directors on the Regional District of Fraser-Fort George board, with the highest voting strength available to be assigned.

The Council Procedures Bylaw states that any two (2) members of Council may nominate any Councillor to serve as one (1) of the three (3) remaining Municipal Directors. If more than three (3) Councillors are nominated, then Council must vote by ballot to appoint the three (3) Municipal Directors. Staff will have ballots prepared for use at the November 5, 2018 meeting in the event that more than three (3) Councillors are nominated.

Council must also appoint Councillors as “Alternate Municipal Directors” to take the place of an absent Municipal Director at a Regional District Board meeting. In this regard, the Council Procedures Bylaw sets out the following system to determine which Alternate Municipal Director is to act in the place of any absent Municipal Director:

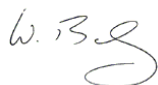
- (a) One (1) Councillor is appointed as a “Floating Primary Alternate Municipal Director”, who may take the place of any absent Municipal Director; and
- (b) each of the four (4) remaining Councillors are appointed as a “Secondary Alternate Municipal Director” to one (1) of the four (4) Municipal Directors, if the Floating Primary Alternate Municipal Director is absent, or if more than one (1) Municipal Director is absent.

The Council Procedure Bylaw further states that if more than three (3) Councillors are nominated as Municipal Directors, then the Councillor receiving the fourth highest number of votes in the ballot voting will be appointed as the Floating Primary Alternate Municipal Director.

SUMMARY AND CONCLUSION:

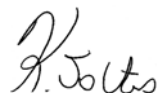
It is recommended that Council appoint four (4) Municipal Directors, one (1) Floating Primary Alternate Municipal Director, and four (4) Secondary Alternate Municipal Directors to serve on the Regional District of Fraser-Fort George, as described in this report.

RESPECTFULLY SUBMITTED:



Walter Babicz, General Manager of Administrative Services

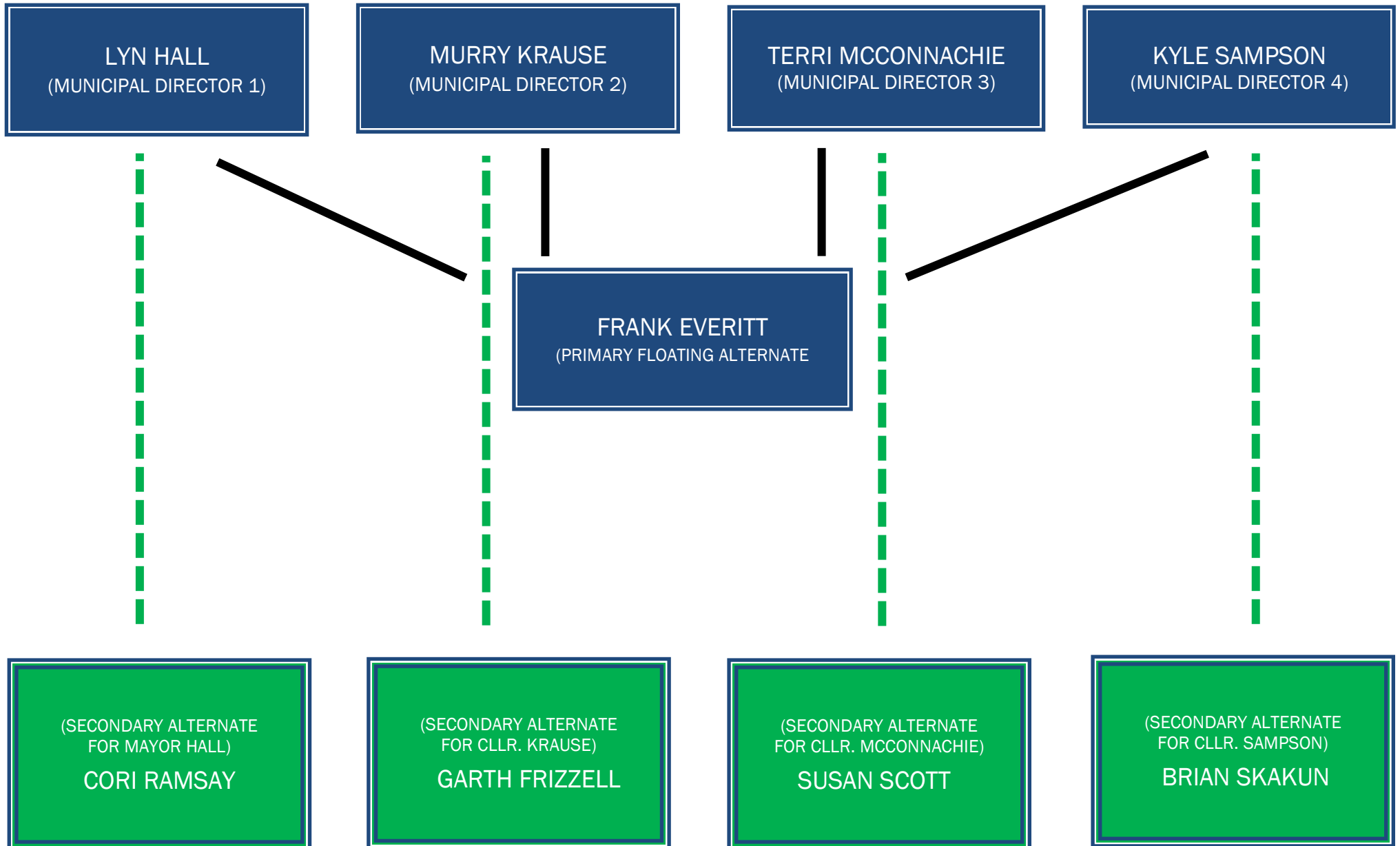
APPROVED:



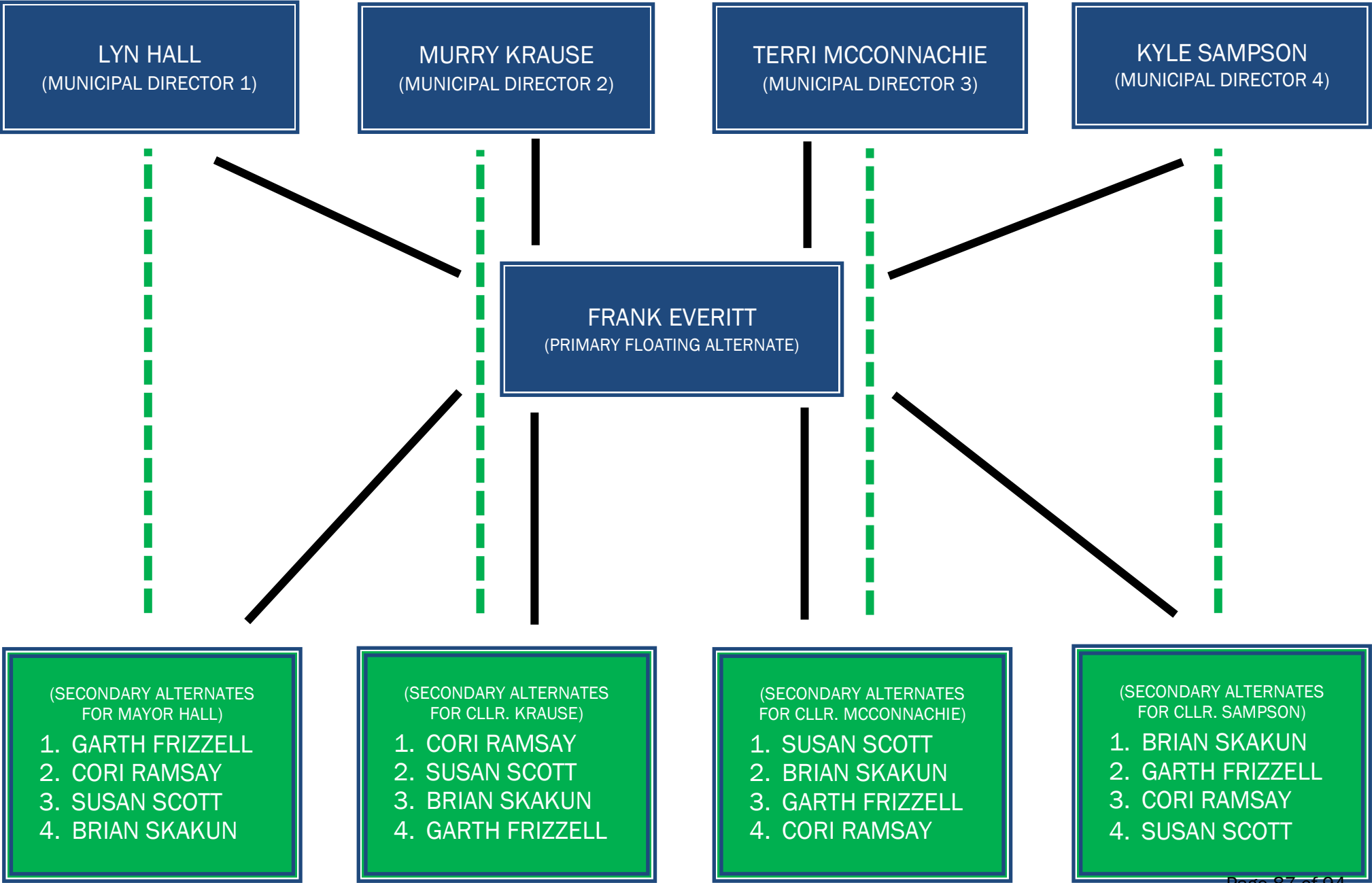
Kathleen Soltis, City Manager

MEETING DATE: November 5, 2018

CURRENT STRUCTURE FOR SECONDARY ALTERNATE MUNICIPAL DIRECTORS



**PROPOSED REVISED STRUCTURE FOR
SECONDARY ALTERNATE MUNICIPAL DIRECTORS**



CITY OF PRINCE GEORGE
BYLAW NO. 9093, 2019

A Bylaw of the City of Prince George to rezone certain lands and to amend "City of Prince George Zoning Bylaw No. 7850, 2007".

WHEREAS pursuant to the provisions of Section 479 of the *Local Government Act*, in relation to zoning, the Council of the City of Prince George is empowered to make regulations thereto;

AND WHEREAS "City of Prince George Zoning Bylaw No. 7850, 2007" has been adopted to make regulations thereto;

AND WHEREAS the Council of the City of Prince George has deemed it desirable that the subject property be rezoned from C6I: Highway Commercial to C6Ic: Highway Commercial, to facilitate the retail sale of cannabis on the subject property, or other uses, pursuant to the C6Ic: Highway Commercial zoning designation(s);

APPLICANTS:

Duk Hong Kim and Myung Soon Kim

SUBJECT PROPERTY:

9902 Sintich Road

AND WHEREAS a Public Hearing was held in accordance with the *Local Government Act* and notice of such hearing was given as required by Bylaw;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That the "City of Prince George Zoning Bylaw No. 7850, 2007", be amended as follows:
 - a. That Lot A, District Lot 750, Cariboo District, Plan 23849, be rezoned from C6I: Highway Commercial to C6Ic: Highway Commercial, as shown on Appendix "A", attached to and forming part of this Bylaw.
2. That the Zoning Map referred to as Schedule "A" of the "City of Prince George Zoning Bylaw No. 7850, 2007", shall be amended accordingly.
3. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
4. That this Bylaw may be cited for all purposes as "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9093, 2019".

READ A FIRST TIME THIS 9TH DAY OF MARCH , 2020.

READ A SECOND TIME THIS 9TH DAY OF MARCH , 2020.

First two readings passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

Document Number: 537319

READ A THIRD TIME THIS 6TH DAY OF APRIL, 2020.

Third reading passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

Certified correct as passed third reading this 7TH day of APRIL, 2020.


D. CONNELLY
CORPORATE OFFICER OF
THE CITY OF PRINCE GEORGE

APPROVED BY THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE PURSUANT TO THE PROVISIONS OF SECTION 52(3)(a) OF THE *TRANSPORTATION ACT*.

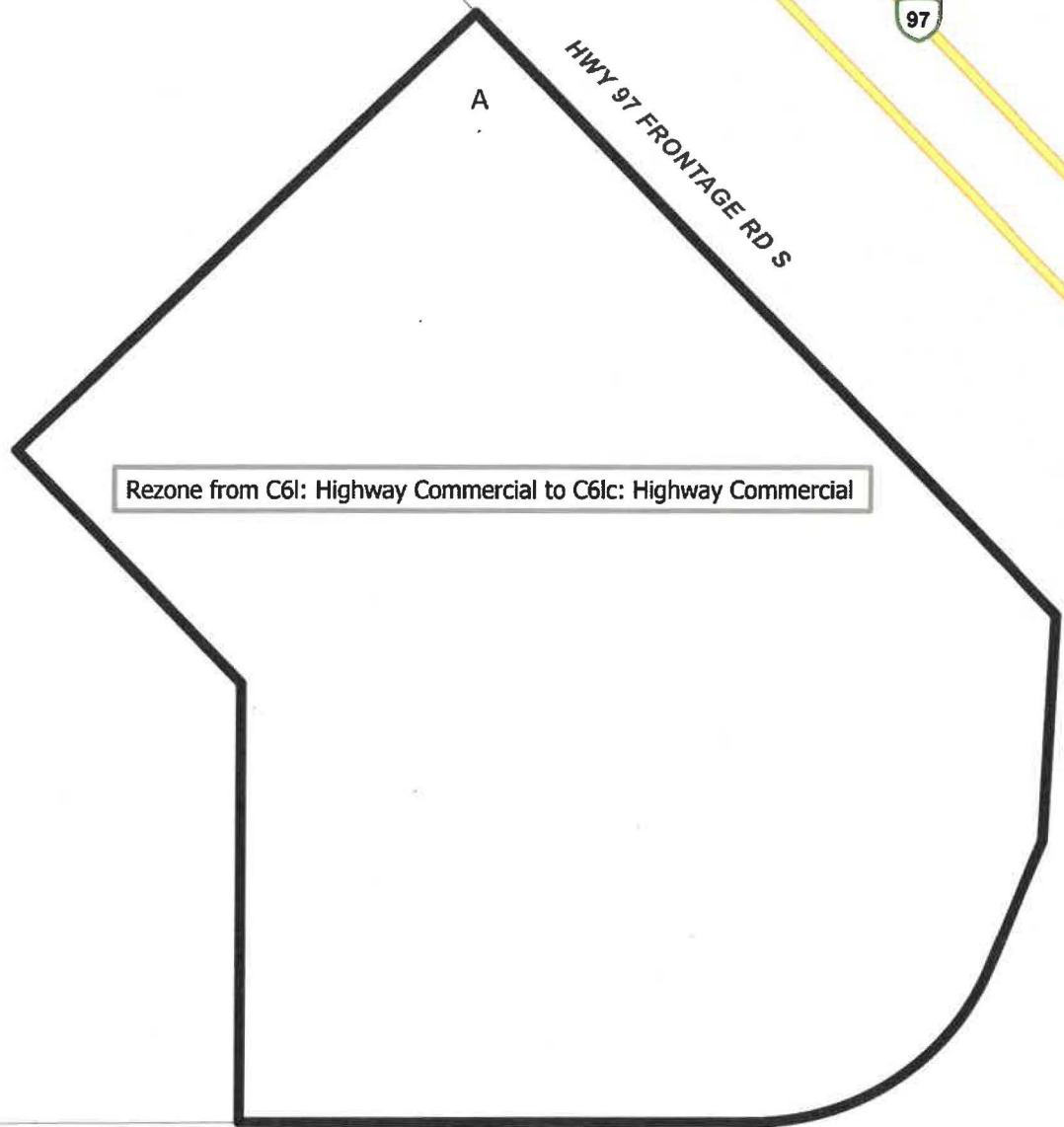
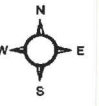
THIS 20th DAY OF APRIL, 2020.


for MINISTER OF TRANSPORTATION
AND INFRASTRUCTURE

ADOPTED THIS DAY OF 2020,
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND
ELIGIBLE TO VOTE.

MAYOR

CORPORATE OFFICER



Rezone from C6I: Highway Commercial to C6Ic: Highway Commercial

- Subject Parcel
- Highway
- PG City Boundary

0 50 100 200 300 400 Meters
Coordinate System: NAD 1983 UTM Zone 10N
Projection: Transverse Mercator
Datum: North American 1983
1:1,250

Appendix "A" to Bylaw No. 9093
Lot A, DL 750, CD, Plan 23849

April 08, 2020

Mayor and Council
City of Prince George
1100 Patricia Boulevard
Prince George, BC V2L 3V9

Subject: City of Prince George resolution in support of the Northern Development Initiative Trust funding request (Caledonia Nordic Ski Club – Facility Improvements)

Dear Mayor and Council,

The Caledonia Nordic Ski Club is formally requesting a resolution from Prince George City Council in support of our funding request to NDIT for \$15,000 (to be submitted in the near future).

As you are aware the Caledonia Nordic Ski Club provides all season non-motorized recreation opportunities for skiing, snowshoeing, running, hiking, biking through over 50km of double track trails and 50 km of single-track trails. CNSC is planning facility improvements to the Caledonia Nordic facility to add a mountain bike skills development area. The work includes constructions of a combination of earthen and wooden berms, bumps and jumps in a safe and supervised location.

We wish to ensure that the facility remains inviting for family-oriented activities for residents and visitors to Prince George. The planned facility improvements would be a lasting legacy to the City of Prince George and surrounding area. The total investment of this project is \$30,000 which we have secured the remaining portions.

The following is the resolution that we're asking City Council to approve:

THAT, the City of Prince George supports the application to Northern Development Initiative Trust from the Caledonia Nordic Ski Club for a grant of up to \$15,000 for the construction of a mountain bike skill development area at the Caledonia Nordic Ski Club from the Community Halls And Recreation Facilities Account

I certainly welcome any questions or comments you may have, and look forward to your response.
Thank you!

Sincerely,



John Huybers
Past President, Caledonia Nordic Ski Club
cc. Angela LeFevre, General Manager, CNSC





Northern Rockies Regional Municipality
Municipal Office 5319 - 50th Avenue South
Bag Service 399, Fort Nelson, BC V0C 1R0
Tel 250.774.2541 | Fax 250.774.6794
www.NorthernRockies.ca

April 8, 2020

Re: US travelers on the Alaska Highway/NRRM and COVID-19

As mayor of the Northern Rockies Regional Municipality, I would like to bring to your attention a very serious concern during this pandemic state of emergency.

Many other communities have expressed trepidations about people that are still travelling, for tourism or to vacation properties. The Northern Rockies usually sees the number of US travellers increase at this time of year, due to tourism and as many part-time Alaskan residents travel north from their winter home in the lower 48, and this year is proving no different in spite of COVID-19 warnings.

There is no doubt that these travellers are stopping in communities for fuel, food and rest; the unfortunate truth is that the communities that they are patronizing are some of those least equipped to cope with the demands of a COVID-19 outbreak in terms of health and other resources. Unless travelers indicate "leisure or recreation" at the Canada-US border crossing, they are allowed entry by CBSA and directed to self-isolate at their end destination.

Given the remoteness of our location, we would like to see much more strict regulation of travel into the region, essentially precluding ALL travel that is non-essential. Fort Nelson First Nation has closed its gateways to all but essential traffic, but as a local government we are unable to provide our residents with the same health security.

I hope that you are able to give serious consideration to this request, which we are making on behalf of our northern residents who deserve protection at this vulnerable time.

If you have any questions, I am happy to discuss them with you, please feel free to call me at 1.250.500.1060 (cellular). Thank you for your consideration – I trust you will understand the reason for my concern.

Sincerely,
Northern Rockies Regional Municipality

Gary Foster, Mayor

CC:

Hon. Doug Donaldson, Minister of Forests, Lands,
Natural Resource Operations & Rural Development
Taylor Bachrach, MP Skeena - Bulkley Valley
Bob Zimmer, MP Prince George – Peace River -
Northern Rockies
Todd Doherty, MP Cariboo – Prince George
Shirley Bond, MLA Prince George - Valemount
Mike Bernier, MLA Peace River South
Mike Morris, MLA Prince George - Mackenzie
Dan Davies, MLA Peace River North
Dale Bumstead, Mayor – Dawson Creek
Rob Fraser, Mayor – District of Taylor
Lori Ackerman, Mayor – Fort St. John
Lyn Hall, Mayor – Prince George
Beverly Playfair, Mayor – Fort St. James
Gladys Atrill, Deputy Mayor - Smithers
Dolores Funk, Mayor – Burns Lake
Lee Brain, Mayor – Prince Rupert
Philip Germuth, Mayor – Kitimat
Carol Leclerc, Mayor – Terrace
Sarrah Storey, Mayor – Fraser Lake
Daniel Bertrand, Director Area A, Central Coast RD
Keith Bertrand, Mayor – Tumbler Ridge
Allen Courtoreille, Mayor – Chetwynd
Joan Atkinson, Mayor - Mackenzie
Brad Sperling, Director, Peace River RD

FLNR.Minister@gov.bc.ca
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Taylor.Bachrach@parl.gc.ca
Bob.Zimmer@parl.gc.ca

Todd.Doherty@parl.gc.ca
Shirley.Bond.MLA@leg.bc.ca
Mike.Bernier.MLA@leg.bc.ca
Mike.Morris.MLA@leg.bc.ca
Dan.Davies.MLA@leg.bc.ca
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MayorFraser@districtoftaylor.com
lackerman@fortstjohn.ca
mayor@princegeorge.ca
mayor@fortstjames.ca
gatrill@smithers.ca
mayor@burnslake.ca
Lee.brain@princerupert.ca
pgermuth@kitimat.ca
cleclerc@terrace.ca
sstorey@fraserlake.ca
dbertrand@ccrd-bc.ca
kbertrand@dtr.ca
d-chet@gochetwynd.com
joan@districtofmackenzie.ca
Prrd.dc@prrd.bc.ca



April 16, 2020

Sent via email: Mayoradmin@princegeorge.ca

City of Prince George
1100 Patricia Blvd.
Prince George, BC V2L 3V9

Dear Mayor Hall:

Re: Opioid Class Action Lawsuit

On behalf of Mayor and Council I would like to thank you for forwarding your resolution for submission to the Union of BC Municipalities (UBCM) regarding UBCM advocating to the provincial government to share any recovery payments received from the opioid class action lawsuit. Council received your correspondence at its April 6th meeting.

Yours truly,

A handwritten signature in black ink that reads "Tracy Bate". The signature is written in a cursive style and is positioned above a horizontal line.

Tracy L. Bate
Deputy City Clerk

TLB/je

Legislative Services

301 St. Ann's Road, Campbell River, BC V9W 4C7

Telephone: 250.286.5700; Fax: 250.286.5760

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opioid class action lawsuit.docx