

# WHISTLER

## AGENDA

### REGULAR MEETING OF MUNICIPAL COUNCIL TUESDAY, MAY 17, 2016, STARTING AT 5:30 PM

In the Franz Wilhelmssen Theatre at Maury Young Arts Centre – Formerly  
Millennium Place, 4335 Blackcomb Way, Whistler, BC V0N 1B4

#### ADOPTION OF AGENDA

Adoption of the Regular Council agenda of May 17, 2016.

#### ADOPTION OF MINUTES

Adoption of the Regular Council minutes of May 3, 2016.

#### PUBLIC QUESTION AND ANSWER PERIOD

#### PRESENTATIONS/DELEGATIONS

Employee Recognition  
Presentations

A presentation by Mayor Nancy Wilhelm-Morden and Chief Administrative Officer,  
Mike Furey regarding Employee Recognition Week.

IRONMAN and  
IRONMAN 70.3 Update

A presentation by Evan Taylor, IRONMAN Canada and IRONMAN 70.3 Canada  
Race Director regarding an update Whistler Ironman and Whistler Ironman 70.3.

#### MAYOR'S REPORT

#### ADMINISTRATIVE REPORTS

8541 Ashleigh Mclvor  
Drive - Easement For  
Retaining Wall  
Report No.16-061  
File No. CM0071

*A presentation by municipal staff.*

**That** Council authorize the Mayor and Municipal Clerk to execute the easement agreement referenced in Council Report No. 16-061, to allow for encroachment of a retaining wall on municipal property adjacent to 8541 Ashleigh Mclvor Drive, subject to addressing the following items to the satisfaction of the General Manager of Resort Experience:

1. Written confirmation from Cascade Environmental confirming completion of the habitat compensation outlined in their March 10, 2016 memo, attached as Appendix B to Council Report No. 16-061

2. Receipt of a letter from a qualified engineer certifying the safety of the retaining wall; and,
3. Resolution of any outstanding documentation with the Province relating to intrusion into a streamside protection area.

4295 Blackcomb Way -  
Whistler Village Centre  
Building and Landscape  
Report No. 16-062  
File No. DP 1442

*A presentation by municipal staff.*

**That** Council approve the issuance of Development Permit DP 1442 for building and landscape improvements at the Whistler Village Centre per the architectural plans L-0.1 to L-3.0 prepared by Murdoch Company Architecture + Planning Ltd., dated May 9, 2016 attached as Appendix B to Council Report No. 16-062, subject to the resolution of the detailed items specified in the letter attached as Appendix E to Council Report No. 16-062 to the satisfaction of the General Manager of Resort Experience.

4333 Sunrise Alley -  
Pangea Pod Hotel  
Development  
Report No. 16-063  
File No. DP 1487

*A presentation by municipal staff.*

**That** Council approve the issuance of Development Permit DP 1487 for exterior renovations to the Whistler View building, as per the site and architectural plans A001 – A700 prepared by Bricault Design, dated May 2, 2016, attached as Appendix B to Council Report No. 16-063, subject to the resolution of the following items to the satisfaction of the General Manager of Resort Experience:

1. Registration of an amendment to covenant no. H40053, to require that all development be constructed according to the site and architectural plans prepared by Bricault Design (drawing no. A001 – A700), dated May 2, 2016;
2. Registration of an easement agreement for the proposed canopy, entry stairs, and window trim to be constructed on or over municipal property;
3. Work with staff to finalize the colour scheme for the exterior of the building;
4. Work with staff to design and install landscaping in the renovated planters on the north side of the building, at the cost of the land owner;
5. Provision of a letter of credit, or other approved security, in the amount of 135 percent of the costs of the hard and soft landscape works as security for the construction and maintenance of these works;
6. Adherence to the Whistler Village Construction Management Strategy including provision of a construction site management plan, good neighbor agreement, and construction sign posted during construction.

**That** Council authorize a variance to Zoning and Parking Bylaw 303 to permit a reduction in parking spaces at Whistler View by four spaces, and waive the fee in lieu; and further,

**That** Council authorize the Mayor and Municipal Clerk to execute the aforementioned legal documents.

2016 Olympic Reservoir  
Replacement –  
Construction Award  
Report No.16-064  
File No. 271.4

*A presentation by municipal staff.*

**That** Council award the contract in the amount of \$4,372,219.42 (exclusive of GST) to Carver Construction Ltd. in accordance with their tender proposal dated May 5, 2016.

**That** Council direct staff to bring forward a subsequent amendment to the 2016-2020 Five-Year Financial Plan to include additional funds in 2016 and 2017 in the amounts of \$510,000 and \$260,000 respectively in support of this project.

### **MINUTES OF COMMITTEES AND COMMISSIONS**

Transportation Advisory  
Group (TAG)

Minutes of the Inaugural Transportation Advisory Group (TAG) Committee meeting of December 8, 2015.

May Long Weekend  
Committee

Minutes of the May Long Weekend Committee meeting of January 18, 2016.

### **BYLAWS FOR THIRD READING**

Land Use Contract  
Discharge and Zoning  
Amendment Bylaw (3401  
Panorama Ridge)  
Bylaw No. 2103, 2016

In general terms, the purpose of the proposed Bylaw is to discharge the Brio Land Use Contract (the "LUC") from the lands at 3401 Panorama Ridge, and permit the parcel to be regulated by RS1 (Residential Single Family One) zoning adopted under Bylaw No. 763, 1989 on February 6th, 1990 for the area.

### **BYLAWS FOR ADOPTION**

Five-Year Financial Plan  
2016–2020, Amendment  
Bylaw No. 2121, 2016

The purpose of this bylaw is to amend Five-Year Financial Plan 2016-2020 Bylaw No. 2118, 2016 for the purposes of acquiring parkland.

### **OTHER BUSINESS**

2010 Games Operating  
Trust Society Nomination  
File No. 2045.13

**That** Mike Furey be nominated as a member of the 2010 Games Operating Trust Society until the conclusion of the next annual General meeting or until such nomination is revoked, whichever is earlier, pursuant to bylaw 2.3 of the 2010 Games Operating Trust Society bylaws.

8060 Cypress Place Flood  
Proofing Exemption  
Reconsideration of Motion

This matter was considered by Council at their Regular meeting held on May 3, 2016 and the following resolutions were defeated:

***That*** Council grant an exemption in accordance with section 524 of the Local Government Act – “Requirements in Relation to Flood Plain Areas”, to allow for the construction of a new dwelling at 8060 Cypress Place; and further,

***That*** Council authorize the Mayor and Municipal Clerk to execute a Section 219 covenant on the title of the subject property for this exemption, attaching the geotechnical report prepared by EXP Consulting confirming that the property is safe for the use intended.

Pursuant to Section 131 of the *Community Charter*, the Mayor requires reconsideration of this matter.

### **CORRESPONDENCE**

Federal Bill of  
Environmental Rights  
Request  
File No. 3009

Correspondence from Rupert and Franny Yakelashek dated April 22, 2016, requesting that the Municipality consider writing a letter to Prime Minister Justin Trudeau, Minister of Environment and Climate Change, Catherine McKenna and other federal leaders asking them to champion a Federal Bill of Environmental Rights.

Access Awareness Day  
Proclamation  
File No. 3009.1

Correspondence from Lorraine Copas, Executive Director, Social Planning and Research Council of British Columbia (SPARC BC) dated April 27, 2016, requesting that June 4, 2016 be proclaimed “Access Awareness Day”.

Cheakamus Crossing vs  
Whistler Aggregates  
File No. 3009

Correspondence from John McGregor, dated April 27, 2016, regarding Whistler Aggregates tenure in Cheakamus and neighbourhood concerns.

Squamish Lillooet  
Regional District (SLRD)  
Regional Growth  
Strategy  
File No. 3009

Correspondence from Lynda Flynn, Chief Administrative Officer, SLRD dated May 2, 2016, regarding written Notification of Initiation - Squamish-Lillooet Regional District Regional Growth Strategy Review.

Vegetation Planting  
between Rainbow and  
Alpine North Subdivision  
File No. 3009

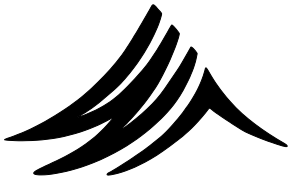
Correspondence from Maureen Rickli, dated April 13, 2016, regarding promised vegetation restoration on the water easement between Rainbow and Alpine North Subdivisions.

Fort McMurray Support  
Resolution from the City  
of Cranbrook  
File No. 3009

Correspondence from the Office of the Mayor of the City of Cranbrook, dated May 10, 2016, regarding a resolution encouraging province-wide support from all BC Local Governments for Fort McMurray residents.

### **ADJOURNMENT**





# WHISTLER

## MINUTES

### REGULAR MEETING OF MUNICIPAL COUNCIL TUESDAY, MAY 3, 2016, STARTING AT 5:30 PM

In the Franz Wilhelmssen Theatre at Maury Young Arts Centre – Formerly  
Millennium Place, 4335 Blackcomb Way, Whistler, BC V0N 1B4

#### **PRESENT:**

Acting Mayor A. Janyk

Councillors: J. Crompton, J. Ford, S. Maxwell,

Chief Administrative Officer, M. Furey

General Manager of Infrastructure Services, J. Hallisey

Acting General Manager of Corporate and Community Services, K. Roggeman

General Manager of Resort Experience, J. Jansen

Municipal Clerk, L. Schimek

Manager of Communications, M. Comeau

Senior Planner, M. Laidlaw

Senior Planner, J. Belobaba

Planning Analyst, R. Licko

Planner, A. Antonelli

Recording Secretary, M. Kish

**ABSENT:** Mayor Wilhelm-Morden, Councillor S. Anderson, Councillor J. Grills

#### **ADOPTION OF AGENDA**

Moved by Councillor J. Ford

Seconded by Councillor J. Crompton

**That** Council adopt of the Regular Council agenda of May 3, 2016.

CARRIED

#### **ADOPTION OF MINUTES**

Moved by Councillor S. Maxwell

Seconded by Councillor J. Ford

**That** Council adopt the Regular Council minutes of April 19, 2016 as amended to include the replacement of the name Adams with Maxwell in the second to last paragraph of the Mayors Report.

CARRIED

#### **PUBLIC QUESTION AND ANSWER PERIOD**

*There were no questions from the public.*

## **PRESENTATIONS/DELEGATIONS**

Mature Action Community (MAC) update      A presentation was given by Stacey Murl, President of the Mature Action Community (MAC) regarding an update on MAC.

## **MAYOR'S REPORT**

Acting Mayor A. Janyk thanked all two hundred individuals and seventeen community organizations who collected garbage on Pitch-In Day and to the five hundred students from Spring Creek Community School, École la Passerelle and Whistler Waldorf who also pitched in. A total of 1.7 tonnes of garbage was collected.

This week is Drinking Water Week. Whistler is celebrating with a story and craft event for children Wednesday May 4 at Whistler Public Library from 10 to 11 a.m. The Library is also hosting a Family Together Time on Saturday, May 7 at 3:30 p.m. where children create a water cycle. There is also the opportunity to tour Whistler's water distribution system on Saturday, May 7. For more details, visit [whistler.ca](http://whistler.ca)

Drinking Water Week is a great time to reflect on your water usage:

- With the early start to summer weather this year, it's a great time to review any ways you can conserve water when washing dishes, showering, flushing the toilet or irrigating plants.
- And remember tips from Vancouver Coastal Health around drinking water in your home:

Whistler has great water, but it's important to ensure you always drink it fresh from your tap by letting the water run cold since it may have been sitting in your building pipes overnight or while you are on vacation. They also recommend that water for drinking and cooking should always be from the cold tap.

Acting Mayor A. Janyk and Councillor S. Maxwell attended a Water Managers Luncheon presented by Michael Day, the RMOW's Utilities Group Leader. Acting Mayor A. Janyk found it interesting to see the different graphs when water usage spiked. She commented that a time during the winter months indicated a spike which was not due to a lack of water but was specifically attributed to the number of tourists – a new factor to put into our water consumption. Other people in attendance from property managers to irrigation companies were very receptive to the ideas being presented. She commented that it seemed everyone wanted to work together for the betterment of Whistler and recognized the importance of water not only for our own personal use but also for our landscapes.

The Resort Municipality of Whistler has several activities prepared for Emergency Preparedness Week. On May 4 there will be a full-scale emergency response exercise in the evening in the Rainbow subdivision. Acting Mayor A. Janyk commented on last year's simulation in Cheakamus Crossing. The exercise is designed to test the municipality's evacuation

plan. Residents will see emergency vehicles in the neighbourhood and can expect to receive a knock at their door by a uniformed official encouraging them to prepare for emergencies.

On Thursday, May 5 at 11 a.m. there will be a free emergency preparedness presentation for participants of the parent-infant drop-in session at the Whistler Public Library. Next Wednesday, May 11 from 1 to 7 p.m. there will be an Emergency Preparedness Fair on the Village Stroll next to Whistler Olympic Plaza. This is your chance to take a ride in the Shake Zone earthquake simulator, browse information booths, or purchase an emergency kit with some of the proceeds going to Whistler Animals Galore (WAG). Find more information at [whistler.ca](http://whistler.ca).

The municipal Whistler Presents program was awarded the British Columbia Parks and Recreation Association (BCRPA) Provincial Program Excellence Award for communities with a population under 15,000. In particular, the Outdoor Concert Series, as well as Whistler Olympic Plaza's skating rink, inclusive playground, Snow Zone and Family Après were recognized. The award is a testament to the success of this programming for visitors and residents.

The Culture Trip website has included Whistler on its list of the 10 most beautiful towns in Canada. The website referred to Whistler's outdoor recreation opportunities, impressive mountains and the design of the Village.

Acting Mayor A. Janyk reminded everyone in the community about the Gateway Loop Enhancement Project open house on Wednesday, May 4 from 2 to 4 p.m. at Whistler Public Library. The open house will share details of the project and municipal staff will be available to answer any questions. Construction work on the Gateway Loop is expected to begin in early September with construction completed later in the fall. The redesigned site will improve the visitor arrival experience and help manage vehicle and pedestrian traffic in the Gateway Loop. For more information, visit [whistler.ca](http://whistler.ca).

The annual SKI Magazine resort rankings survey is online and Acting Mayor A. Janyk reminded everyone to vote. Whistler has been named number one the past two years - this is great marketing for the resort. To vote, visit the link shared on the Resort Municipality of Whistler's Facebook page.

Acting Mayor A. Janyk congratulated the Government of Canada for signing the Paris Agreement on Climate Change on April 22, Earth Day. Canada was one of 177 countries to sign as part of the United Nations Framework Convention on Climate Change. Acting Mayor Andree Janyk commented how pleased and proud she was to see Canada taking a national and international leadership role in climate change and sustainable planning. The investments, programs and presence that the Government of Canada has demonstrated toward this work in a short time in office are quite remarkable. The RMOW will be rolling out our own Whistler Community Energy & Climate Action Plan over the coming months and I

look forward to working locally toward our own initiatives in this very important area. Stay tuned for more information coming soon.

Acting Mayor A. Janyk, Councillor J. Crompton and Councillor S. Maxwell attended the Howe Sound Community Forum. This meeting takes place twice a year with local communities who have an interest in Howe Sound. Although Whistler is not situated on Howe Sound we definitely have an interest it being a part of our shared corridor attraction. Acting Mayor A. Janyk commented that it was an interesting and informative meeting with Member of Parliament Pamela Goldsmith-Jones, MLA Jordan Sturdy and council members and staff from Bowen Island, Sunshine Coast, West Vancouver, Lions Bay, Squamish and Squamish First Nations in attendance. They had the opportunity to take a boat to Gambier Island to a visit a campsite that is over 100 years old. During the tour they learned there was no running water to the camp but saw how they used renewable energy to feed their energy needs rather than use generators.

On behalf of Council and the Resort Municipality of Whistler, Acting Mayor A. Janyk would like to share her condolences with the family and friends of Sandra McCarthy who passed away on Whistler Mountain last month. A funeral was held for Sandra on April 20 in Squamish and also in Montreal.

On behalf of Council and the Resort Municipality of Whistler, Acting Mayor A. Janyk shared her condolences with the family and friends of Maxim Arsenault following his passing in an avalanche near Haines Junction. After serving in the Canadian Army as a paratrooper, Maxim had lived in Whistler for 12 years and was a professional skier. He was known in particular for his warm personality and boundless enthusiasm for the outdoors. A celebration of life was held for Maxim in Whistler on April 27.

Councillor J. Crompton shared his condolences with friends and family of Lara Cooney who passed away recently of cancer and had a celebration of life yesterday in Squamish.

## INFORMATION REPORTS

Planning And Building  
Departments Application  
Activity Report – 2016  
First Quarter  
Report No. 16-054  
File No. 7006.01

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Crompton

**That** Information Report No.16-054 summarizing the Planning Department and Building Departments application activity for the first quarter of 2016 be received.

CARRIED

Land Use Contract  
Termination Process  
Report No. 16-055  
File No. 7648.02

Moved by Councillor J. Ford  
Seconded by Councillor J. Crompton

**That** Information Report No. 16-055 regarding the Land Use Contract termination process be received.

CARRIED

## ADMINISTRATIVE REPORTS

3401 Panorama Ridge –  
Land Use Contract  
Discharge  
Report No.16-056  
File No. RZ1119

Moved by Councillor J. Ford  
Seconded by Councillor J. Crompton

**That** Council consider giving first and second readings to “Land Use Contract Discharge and Zoning Amendment Bylaw (3401 Panorama Ridge) No. 2103, 2016”;

**That** Council authorize staff to schedule a Public Hearing regarding “Land Use Contract Discharge and Zoning Amendment Bylaw (3401 Panorama Ridge) No. 2103, 2016”; and to advertise for same in a local newspaper; and further,

**That** Council direct staff to advise the applicant that before consideration of adoption of “Land Use Contract Discharge and Zoning Amendment Bylaw (3401 Panorama Ridge) No. 2103, 2016”, the following matters are to be completed to the satisfaction of the General Manager of Resort Experience:

1. Issuance of building permits to legalize unauthorized construction in the dwelling;
2. Registration of a Section 219 covenant in favour of the Resort Municipality of Whistler to ensure proposed development is consistent with the objectives and performance goals of the municipality’s Green Building Policy G-23; and
3. Payment of outstanding rezoning application fees; and further

**That** Council authorize the Mayor and Municipal Clerk to execute the referenced covenant.

CARRIED

5428, 5432 & 5436  
Stonebridge Drive  
Covenant Modification  
Report No. 16-057  
File No. CM0069

Moved by Councillor J. Crompton  
Seconded by Councillor S. Maxwell

**That** Council approve the modification of covenants BT408796, BT408799, BT408802 to change the landscape and building envelopes at 5428, 5432 & 5436 Stonebridge Drive, subject to the property owners entering into a shared use agreement between lots 5428 and 5432; and further;

**That** Council authorize the Mayor and Municipal Clerk to execute the covenant modifications.

CARRIED

8060 Cypress Place Flood  
Proofing Exemption  
Report No.16-058  
File No. SEC0019

Moved by Councillor J. Crompton  
Seconded by Councillor S. Maxwell

**That** Council grant an exemption in accordance with section 524 of the *Local Government Act* – “Requirements in Relation to Flood Plain Areas”, to allow for the construction of a new dwelling at 8060 Cypress Place; and further,

**That** Council authorize the Mayor and Municipal Clerk to execute a Section 219 covenant on the title of the subject property for this exemption, attaching the geotechnical report prepared by EXP Consulting confirming that the property is safe for the use intended.

*Opposed: Councillor S. Maxwell and Councillor J. Ford*

DEFEATED

Unit 9 – 4700 Glacier  
Drive Renovations  
Report No. 16-059  
File No. DP1492

Moved by Councillor J. Ford  
Seconded by Councillor S. Maxwell

**That** Council approve the issuance of Development Permit DP1492 for renovations at Unit 9 – 4700 Glacier Drive per the architectural plans P1, P2, P3, P4, P5 prepared by John McSkimming Construction Ltd, dated February 29, 2016, subject to the resolution of the following matter to the satisfaction of the General Manager of Resort Experience:

1. Modification of Development Covenant R110852 to reflect the proposed changes; and further,

**That** Council authorize the Mayor and Municipal Clerk to execute the amending covenant.

CARRIED

Five-Year Financial Plan  
2016-2020 Amendment  
Bylaw No. 2121, 2016  
Report No. 16-060  
File No. 4530

Moved by Councillor J. Crompton  
Seconded by Councillor S. Maxwell

**That** Council consider giving first, second and third readings to the Five-Year Financial Plan 2016-2020 Amendment Bylaw No. 2121, 2016.

CARRIED

#### **MINUTES OF COMMITTEES AND COMMISSIONS**

Transit Management  
Advisory Committee  
(TMAC)

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** minutes of the Transit Management Advisory Committee (TMAC) meetings of October 27, 2015 and the Special meeting of the (TMAC) meeting of November 5, 2015 received.

CARRIED

May Long Weekend  
Committee

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** minutes of the May Long Weekend Committee meeting of September 28, 2015 be received.

CARRIED

Whistler Bear Advisory  
Committee

Moved by Councillor J. Crompton  
Seconded by Councillor S. Maxwell

**That** minutes of the Whistler Bear Advisory Committee meeting of January 20 and February 10, 2016 be received.

CARRIED

Forest and Wildland  
Advisory Committee

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Crompton

**That** minutes of the Forest and Wildland Advisory Committee meeting of February 10, 2016 be received.

CARRIED

Advisory Design Panel

Moved by Councillor J. Ford  
Seconded by Councillor S. Maxwell

**That** minutes of the Advisory Design Panel Committee meeting of March 16, 2016 be received.

CARRIED

#### **BYLAWS FOR FIRST AND SECOND READINGS**

Land Use Contract  
Discharge and Zoning  
Amendment (3401  
Panorama Ridge)  
Bylaw No. 2103, 2016

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** Land Use Contract Discharge and Zoning Amendment (3401 Panorama Ridge) Bylaw No. 2103, 2016 receive first and second readings.

CARRIED

#### **BYLAWS FOR FIRST, SECOND AND THIRD READINGS**

Five-Year Financial Plan  
2016-2020 Amendment  
Bylaw No. 2121, 2016

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Ford

**That** Five-Year Financial Plan 2016-2020 Amendment Bylaw No. 2121, 2016 receive first, second and third readings.

CARRIED

#### **BYLAWS FOR ADOPTION**

Tax Rates Bylaw No.  
2112, 2016

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** Tax Rates Bylaw No. 2112 2016 be adopted.

CARRIED

Sewer Tax Bylaw No.  
2113, 2016

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Crompton

**That** Sewer Tax Bylaw No. 2113, 2016 be adopted.

CARRIED

Water Tax Bylaw No.  
2114, 2016

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** Water Tax Bylaw No. 2114, 2016 be adopted.

CARRIED

Sewer User Fee  
Amendment Bylaw No.  
2116, 2016

Moved by Councillor J. Ford  
Seconded by Councillor S. Maxwell

**That** Sewer User Fee Amendment Bylaw No. 2116, 2016 be adopted.

CARRIED

Water User Fee  
Amendment Bylaw No.  
2115, 2016

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** Water User Fee Amendment Bylaw No. 2115, 2016 be adopted.

CARRIED

Solid Waste/Recycling  
Rates Amendment Bylaw  
No. 2119, 2016

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Ford

**That** Solid Waste/Recycling Rates Amendment Bylaw No. 2119, 2016 be adopted.

CARRIED

Zoning Amendment  
Bylaw (Electrical Utilities  
to Shipping Containers)  
Bylaw No. 2106, 2016

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** Zoning Amendment Bylaw (Electrical Utilities to Shipping Containers) Bylaw No. 2106, 2016 be adopted.

CARRIED

Zoning Amendment Bylaw  
(7600 Nesters Road)  
Bylaw No. 2117, 2016.

Moved by Councillor S. Maxwell  
Seconded by Councillor J. Crompton

**That** Zoning Amendment Bylaw (7600 Nesters Road) Bylaw No. 2117, 2016 be adopted.

CARRIED

#### **OTHER BUSINESS**

Acting Mayor A. Janyk commented on how clean the Village looked after the winter season and thanked Resort Manager Jan Jansen and his staff for their work.

#### **CORRESPONDENCE**

Bike to Work and School  
Week Proclamation  
File No. 3009.1

Moved by Councillor J. Crompton  
Seconded by Councillor J. Ford

**That** correspondence from Kim Slater, Executive Director of the Sea to Sky Clean Air Society, dated April 26, 2016, regarding coordination of Bike to Work And School Week in the Sea to Sky Corridor and requesting that May 30 – June 5 be proclaimed "Bike to Work and School Week 2016 be received.

CARRIED



**ADJOURNMENT**

Moved by Councillor J. Crompton

**That** Council adjourned the May 3, 2016 Council meeting at 7:02 p.m.

CARRIED

\_\_\_\_\_  
Acting Mayor, A. Janyk

\_\_\_\_\_  
Municipal Clerk, L. Schimek



## REPORT | ADMINISTRATIVE REPORT TO COUNCIL

**PRESENTED:** May 17, 2016  
**FROM:** Resort Experience  
**SUBJECT:** CM 71 - 8541 ASHLEIGH MCIVOR DRIVE - EASEMENT FOR RETAINING WALL

**REPORT:** 16-061  
**FILE:** CM0071

### COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

**That** the recommendation of the General Manager of Resort Experience be endorsed.

### RECOMMENDATION

**That** Council authorize the Mayor and Municipal Clerk to execute the easement agreement referenced in Council Report No. 16-061, to allow for encroachment of a retaining wall on municipal property adjacent to 8541 Ashleigh McIvor Drive, subject to addressing the following items to the satisfaction of the General Manager of Resort Experience:

1. Written confirmation from Cascade Environmental confirming completion of the habitat compensation outlined in their March 10, 2016 memo, attached as Appendix B to Council Report No. 16-061
2. Receipt of a letter from a qualified engineer certifying the safety of the retaining wall; and,
3. Resolution of any outstanding documentation with the Province relating to intrusion into a streamside protection area.

### REFERENCES

**Owner/ Applicant:** 0780173 BC Ltd  
**Location:** 8541 ASHLEIGH MCIVOR DRIVE  
**Legal Description:** PLAN EPS210 LOT 16 DISTRICT LOT 4755 NEW WESTMINSTER DISTRICT GROUP 1, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V.  
**Appendices:** A – Location Plan  
B – March 10, 2016 Cascade Environmental Memo  
C – Topography and Site Plan

### PURPOSE OF REPORT

This report presents an application requesting Council authorization to enter into an easement agreement for a parcel located at 8541 Ashleigh McIvor Drive, in Rainbow. The easement would authorize the use of municipal land for a rock stack retaining wall inadvertently constructed on municipal property, within a streamside protection area.

## DISCUSSION

8541 Ashleigh Mclvor Drive is located on the east side of Baxter Creek, which has a 10-meter streamside protection area on both sides of the waterbody. As part of the original subdivision development and lot grading, fencing was installed along the perimeter of the Baxter Creek riparian area. As 8541 Ashleigh Mclvor Drive was prepared for construction, a 3-meter-tall rock stack wall was installed on the western edge of the property. Upon review of the building drawings and preparation for construction of the house, it was noticed that the riparian fencing was improperly installed and the rock stack retaining wall infringed on the municipally-owned riparian area. The area of intrusion forms a strip along the outside edge of the riparian area, approximately 1.5 m wide by 8 m long, totalling 12.26 m<sup>2</sup> in size.

Cascade Environmental provided a memo (See Appendix B) stating that to remove or adjust the retaining wall (see Appendix C) would create more disturbance in the riparian area than if it were left in its current position. Cascade Environmental recommends that a 12.5m<sup>2</sup> disturbed area of land located on the municipal property downstream of the retaining wall be replanted with native vegetation as habitat compensation. (This is included in the recommendation to Council as a condition to be fulfilled prior to execution of the covenant.) The preferred ratio of habitat compensation is generally 2:1, however, the ratio proposed fits the existing context and allows for habitat compensation in close proximity to the intrusion on the riparian area.

Additional items recommended as conditions to be addressed prior to execution of the easement are as follows:

1. That the applicant provides a letter of assurance from an engineer certifying the safety of the retaining wall design, and,
2. That the applicant follows up with the Province and ensures any documentation required by the Ministry of Environment has been completed.

## Whistler 2020

CM0071 supports Whistler 2020 Built Environment and Natural Areas strategies:

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Built Environment	Continuous encroachment on nature is avoided.	Further encroachment into the Baxter Creek riparian area will be prevented by the retaining wall.
Natural Areas	An ecologically functioning and viable network of critical natural areas is protected and, where possible restored.	Habitat compensation is proposed.
	Use of critical natural areas is avoided and use of surrounding areas is limited to ensure ecosystem integrity around them as possible.	The 10 m streamside protection area will be protected from further encroachment.
	A policy of no net habitat loss is followed, and no further loss is preferred.	No net habitat loss will occur.
	Developed and recreation areas are designed and managed to protect as much of the natural environment within and around them as possible.	Construction on the site will be monitored by a QEP.

W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
	N/a	

## OTHER POLICY CONSIDERATIONS

The municipal property is zoned LCB1 (Leisure Conservation Buffer One) and the proposed easement is consistent with the LCB1 Zone, Zoning and Parking Bylaw 303, 2015, the Official Community Plan, and other policies.

## BUDGET CONSIDERATIONS

Covenant modification application fees provide for the recovery of costs associated with review of this application. The easement will ensure the property owner is responsible for maintenance of the retaining wall. The easement will also address measures to adequately address public safety.

## COMMUNITY ENGAGEMENT AND CONSULTATION

There are no consultation requirements for this application.

## SUMMARY

This report presents an application requesting Council authorization to enter into an easement agreement for a parcel located at 8541 Ashleigh Mclvor Drive, in Rainbow. The easement would authorize the use of municipal land for a rock stack retaining wall inadvertently constructed on municipal property, within a streamside protection area.

Respectfully submitted,

Amica Antonelli

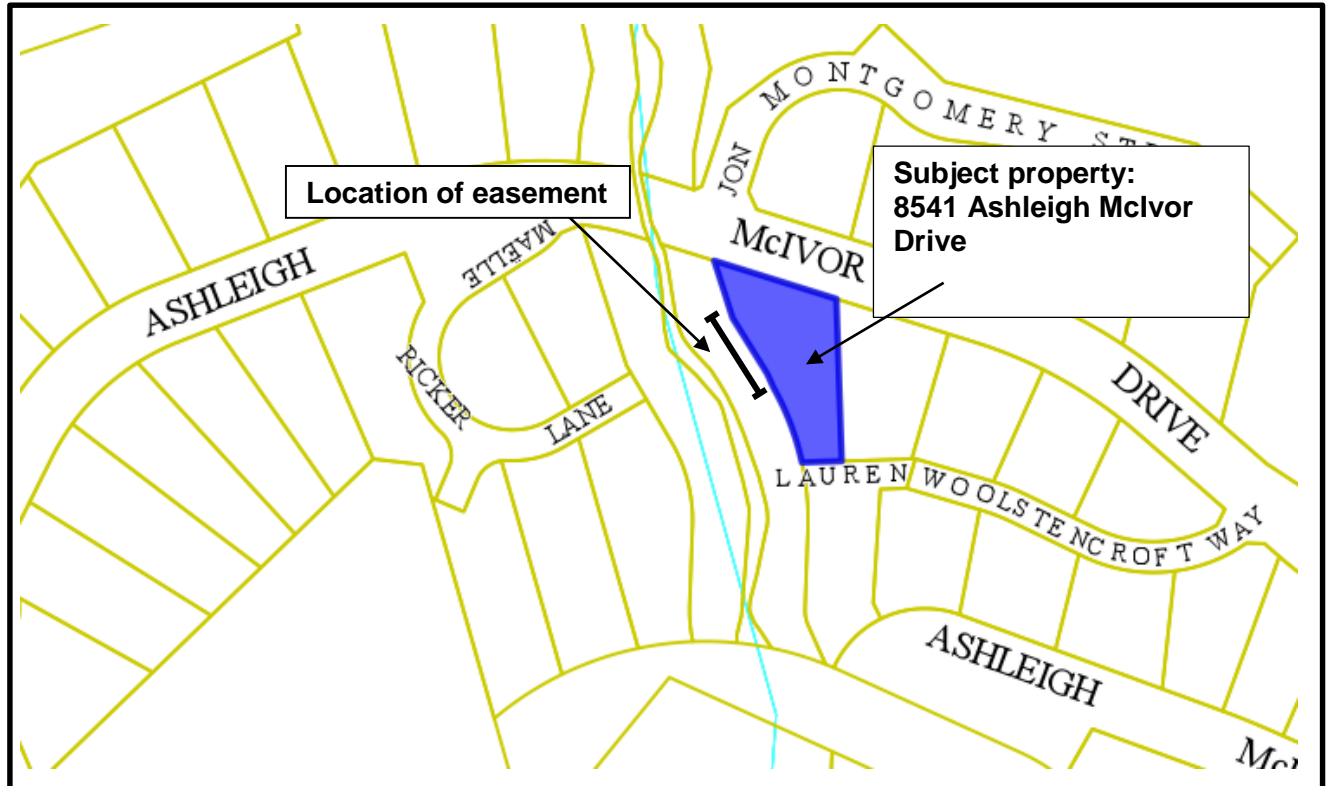
PLANNER

for

Jan Jansen

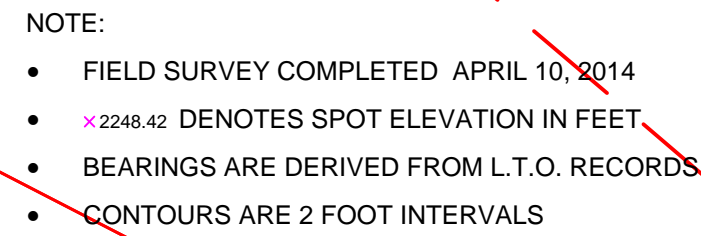
GENERAL MANAGER OF RESORT EXPERIENCE

## Appendix A – Location Map





S:\DATA16\J16062\WORK\16030D\_REV 1 TOPO IMPERIAL.DWG



DOUG BUSH SURVEY SERVICES Ltd. Douglas J. Bush, ASCT, RSIS Applied Science Technologist (Geomatics) Unit 18, 1370 Alpha Lake Road, Whistler, B.C. VON 1B1 Phone 932-3314 / Fax: 932-3039 E-mail: doughb@dbss.ca / http://dbss.ca	REVISION :  1) ADDED LOT 15 FOUNDATION	Notes:  • ELEVATIONS ARE DERIVED FROM MONUMENT 83C246 LOCATED ON HWY 99 2.3 KM NORTH OF BRIDGE OVER ALTA CREEK ELEVATION USED = 643.451 METRES (2111.06 feet)	Date: February 10, 2016	Client:	COULOIR PROJECT MANAGMENT		SCALE: 1/8"=1'	
			Files: 09016.CRD	Project:	8541 ASHLEIGH MCIVOR DRIVE	JOB NO.: J16062		
			P.I.D. 028-268-148			DWG.: 16030D_REV 1	SHEET: 1	





# CASCADE ENVIRONMENTAL

RESOURCE GROUP LTD

## MEMORANDUM

**DATE:** March 10, 2016  
**TO:** Melissa Laidlaw, Resort Municipality of Whistler  
**CC:** Jon Dietrich, Couloir Project Management Ltd.  
**FROM:** Dave Williamson, Q.E.P., Cascade Environmental Resource Group Ltd.  
Ruth Begg, BIT., Cascade Environmental Resource Group Ltd.  
**RE:** QEP Opinion Letter for 8541 Ashleigh Mclvor Way, Whistler, BC (Baxter Creek Developments)  
**FILE #:** 620-02-01

---

This memo is prepared to offer a Qualified Environmental Professional (QEP) opinion regarding the Streamside Protection and Enhancement Area (SPEA) at 8541 Ashley Mclvor Lane, Whistler.

Cascade Environmental Resource Group Ltd. (Cascade) filed a Riparian Area Regulation (RAR) detailed assessment #1085 with the Ministry of Environment on September 28, 2008. The RAR detailed assessment prepared by Cascade calculated a SPEA of 10 m for Baxter Creek and its tributary on the Baxter Creek Developments property. As shown in the attached Map 1, the Baxter Creek SPEA is identified in regards to the 8541 Ashley Mclvor Lane lot (Lot 16).

Cascade also produced an Initial Environmental Review (IER) for the Baxter Creek Development in 2008, in accordance with the Whistler Official Community Plan requirements for Development Permit Area 27.

8541 Ashleigh Mclvor Drive (Lot 16) lies to the east of the Baxter Creek SPEA, and is graded and cleared of vegetation (Photo 1). There is a rock stack wall present on the western property line that was constructed during lot development and grading (Photo 1 and 2). The SPEA was fenced in accordance with the Measures required under the Detailed Assessment methodology. However, upon review of building drawings in preparation for construction of a single family home on the property, it was determined that the fencing was improperly located and as a result there is a 12.26 m<sup>2</sup> of intrusion into the SPEA from the existing rock stack wall that borders the western boundary of Lot 16 (see Map 1).

It is the opinion of the QEP that the removal of the existing rock stack wall in the two areas that intrude into the SPEA would cause more damage to the riparian vegetation in the SPEA, than if the rock stack wall is left in its current condition. The rock stack wall present on the western property line will discourage future intrusions into the Baxter Creek SPEA during and post development.

Cascade recommends that 12.5 m<sup>2</sup> of compensation planting at a 1:1 ratio, should occur adjacent to the established SPEA (see Map 1). A recommended planting scheme for shrub and tree compensation planting of 12.5 m<sup>2</sup> is listed below in Table 1.



Photo 1: Lot 16 looking southeast, with existing rock stack wall on western property line.



Photo 2: Looking northwest at existing rock stack wall on the western property line of Lot 16.

**Table 1: Recommended planting scheme**

Common Name	Scientific Name	Size	Quantity
Salmonberry	<i>Rubus spectabilis</i>	#3 pot	5
Red-osier dogwood	<i>Cornus stolonifera</i>	#3 pot	5
Kinnikinnick	<i>Arctostaphylos uva-ursi</i>	10 cm pot	36
Western redcedar	<i>Thuja plicata</i>	2 m	4
Douglas-fir	<i>Pseudotsuga menziesii</i>	2 m	4
Paper Birch	<i>Betula papyrifera</i>	2 m	2

If the following measures are implemented during construction, there should be no further impacts to the SPEA resulting from development of Lot 16. The riparian vegetation identified in the IER for the property prepared by Cascade in 2008 will also be protected by the following measures.

- To prevent the introduction of sediment into the Baxter Creek SPEA during construction, a silt fence should be installed and maintained on the western property line.
- Any stockpiled soils should be covered with plastic or geotextile.
- Landscaping of exposed areas should occur immediately after the completion of development.
- Development should be monitored by a QEP to ensure that there are no construction impacts to the SPEA (it is the responsibility of the client to notify the QEP prior to the commencement of construction).



Please contact Cascade directly, should you have any questions or concerns regarding the contents of this memo.

Sincerely,

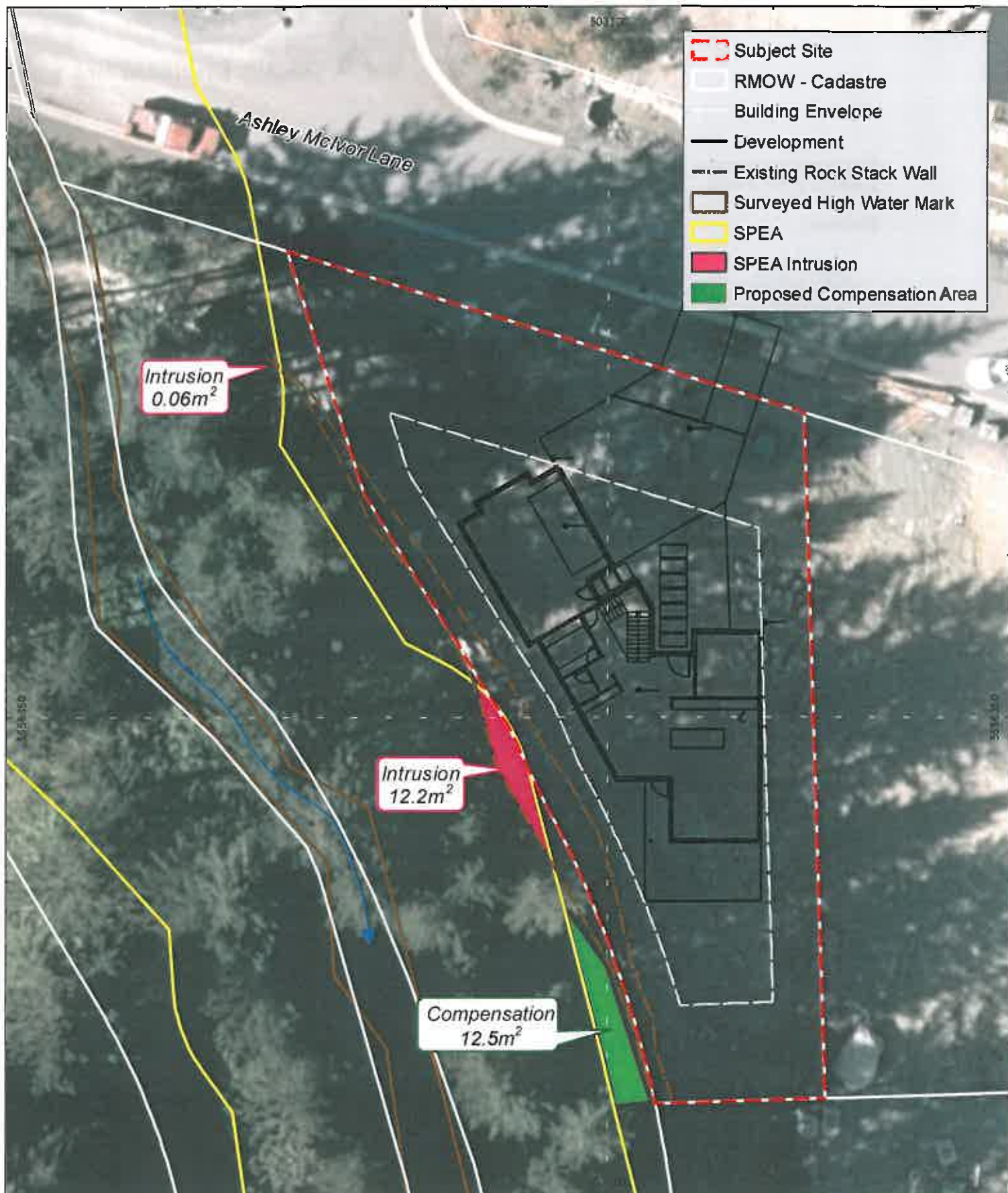


Ruth Begg, BIT, EP, MEM  
Junior Biologist  
Cascade Environmental Resource Group Ltd.  
TEL: 604 938-1949 | CELL: 604 619-9776 | FAX: 604 938-1247  
[rbegg@cerg.ca](mailto:rbegg@cerg.ca) | [www.cascade-environmental.ca](http://www.cascade-environmental.ca)

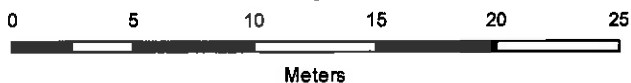
Reviewed by:



Dave Williamson, B.E.S., ASc.T # 24935, Q.E.P.



GIS Cartographer: Todd Hellinga  
 Date: March 10, 2016  
 CERF File#: 620-01-01  
 Projection: UTM 10N, NAD83  
 Orthophoto/Data: RMOW



**Map 1: SPEA Intrusion/Compensation**

**RAR Assessment**  
 8541 Ashley McIvor Lane  
 Whistler, British Columbia



## REPORT | ADMINISTRATIVE REPORT TO COUNCIL

**PRESENTED:** May 17, 2016  
**FROM:** Resort Planning  
**SUBJECT:** DP 1442 – 4295 BLACKCOMB WAY - WHISTLER VILLAGE CENTRE  
BUILDING AND LANDSCAPE

**REPORT:** 16-062  
**FILE:** DP 1442

### COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

**That** the recommendation of the General Manager of Resort Experience be endorsed.

### RECOMMENDATION

**That** Council approve the issuance of Development Permit DP 1442 for building and landscape improvements at the Whistler Village Centre per the architectural plans L-0.1 to L-3.0 prepared by Murdoch Company Architecture + Planning Ltd., dated May 9, 2016 attached as Appendix B to Council Report No. 16-062, subject to the resolution of the detailed items specified in the letter attached as Appendix E to Council Report No. 16-062 to the satisfaction of the General Manager of Resort Experience.

### REFERENCES

**Location:** 4295 Blackcomb Way  
**Legal Description:** Common Property, Strata Plan LMS 1847  
**Owners:** Owners, Strata Plan LMS 1847  
**Zoning:** TA8 (Tourist Accommodation Eight)

**Appendices:**  
A - Location Map  
B - Architectural and Landscape Plans  
C - Advisory Design Panel Minutes, March 16, 2016  
D - Green Building Checklist  
E - Letter to Applicant

### PURPOSE OF REPORT

This report seeks Council's approval of Development Permit DP 1442, an application for retail level building enhancements, public space enhancements and landscape alterations at the Whistler Village Centre.

The development permit is subject to Council approval as the proposed retail level building enhancements affect more than one elevation of the building.

### DISCUSSION

#### Background

Whistler Village Centre is located at 4295 Blackcomb Way in Whistler Village (see Appendix A). The property is comprised of three buildings with commercial on the main floor, limited commercial on the second floor and hotel (Whistler Peak Lodge) on the upper levels. The existing development was constructed 22 years ago with no significant upgrades since that time.

## Proposed Development

The building owner proposes to improve the building product at the retail level, improve sightlines and visibility to the retail level, implement aesthetic updates to the public spaces for improved ambiance and comfort, realign pedestrian routes on the property for improved sightlines, and enhance the landscape throughout to remove overgrown vegetation and infill with more appropriate vegetation that will add colour and interest.

The improvements are focussed on four areas of the property as summarized below and in more detail on page L-1.0 of Appendix B.

- Architecture at retail level (all areas) - renovate existing canopies with wood cladding and new lighting, reconfigure the existing timber bracing to reduce the heaviness and improve sightlines and visibility to the storefronts, raise retail signage to improve sightlines to the storefronts, paint the existing green band on the building to dark grey,
- Building A - Village Stroll – add one new set of stairs and roof canopy to access the retail level from Village Stroll to improve sightlines and circulation, replace the heavy timber snowguard at the covered arcade with a seat wall, lower the height of some existing planter walls to match others, remove overgrown trees and revitalize the landscape planting with plant material that will add colour and interest.
- Village Common – realign and renovate the existing steps/bridge into Village Common from Village Stroll, redesign the pond feature while respecting the existing floodway, redesign the pond into a play feature with stepping stones and a more urban edge with a seat wall, add lighting, provide landscape planting around the totem, remove overgrown trees and revitalize the landscape planting with plant material that will add colour and interest.
- Building B/C Courtyard – remove existing trees, redesign the courtyard to create a more European feel/ambiance - install modular/prefabricated planters at the building columns with plantings of appropriate sized trees, install two permanent built-in seating platforms containing gas fire pits with push button activator and timers and seasonal umbrellas, install overhead string lights.
- Building C/Skiers Approach – realign the steps and walls at the covered walkway edge and provide planting to soften this building edge, realign and shape Skiers Approach to be more fluid and encourage a more desirable pedestrian path with improved sightlines, secure stairwell access to the underground tenant space with a gate, screen hydro kiosk area, remove overgrown trees and revitalize the landscape planting with plant material that will add colour and interest.

In addition to the changes proposed by Whistler Village Centre, the RMOW, as part of the municipality's Whistler Master Wayfinding Strategy, will be installing two secondary portal monuments on and immediately adjacent to the Whistler Village Centre property. One will be located at the top of the Earl's stairs and the second will be located where Skier's Approach connects to the sidewalk at Blackcomb Way. The portals act as pedestrian gateway markers into Whistler Village, providing a sense of arrival, orientation and landmark. The improvements proposed by Whistler Village Centre at Skiers Approach will greatly enhance this pedestrian approach Whistler Village.

The architectural and landscape plans are attached as Appendix B.

## Advisory Design Panel Review

The proposal was presented to the municipal Advisory Design Panel on March 16, 2016.

The Panel supported the project as presented and advised the applicant to continue to work with staff based on Panel's comments to continue strengthening the identity and longevity of the plaza by place-making. Panel noted the spaces between the buildings can further be benefitted by incorporating public art, play spaces, water features, signage, adding planting, using wood materials and outdoor lighting, all based on a sun shade solar and site line study.

The minutes of the Advisory Design Panel meeting are attached as Appendix C.

Subsequent to the ADP meeting, the applicant has submitted a revised planting plan, further details, and has utilized the RMOW sun/shade analysis to inform the design. The applicant has committed to public art as they proceed with detailed design. Further detailing of furnishings, walls and art for strengthened place-making and some further planting plan refinements to eliminate gaps and add additional colour and screening in select locations are requested to be addressed as a condition of development permit issuance per Appendix E.

## WHISTLER 2020 ANALYSIS

Overall, the proposal supports the Whistler 2020 strategies of economic, visitor experience and built environment.

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Economic	Whistler holds competitive advantage in the destination resort marketplace as a result of its vibrancy and unique character, products and services.	The improvements are well integrated and contribute to a high standard of design.  Staff have identified some minor details to be addressed to further strengthen place-making and understand details for function and safety, consistent with the Whistler Village Design Guidelines.
Visitor Experience	The resort is comfortable, functional, safe, clean and well-maintained.  The resort community's authentic sense of place and engaging, innovative and renewed offerings attract visitors time and time again.	
Built Environment	The built environment is attractive and vibrant, reflecting the resort community's character, protecting viewscales and evoking a dynamic sense of place.	Existing canopies will be retained and will be refinished (rather than construct new canopies). Certified sustainably harvested wood will be incorporated.  Proposed light fixtures will be upgraded to energy efficient LED lamps, including the Village light posts.  Building materials are considered sufficiently durable and detailed to withstand Whistler's harsh climate.  Plant material will be transplanted where appropriate, regionally appropriate plant material will be planted, planting areas to be mulched for improved water retention, replacement irrigation components will
	Building design and construction is characterized by efficiency and durability.	
	The new and renovated built environment has transitioned towards sustainable management of energy and materials.	

		be replaced with high efficiency system to reduce water use.
W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
Energy	The energy system is continuously moving towards a state whereby a build-up of emissions and waste into air, land and water is eliminated.	The two proposed gas fire pits with push button activators and timers will increase energy and greenhouse gas emissions. The applicant is proposing other ways to conserve energy/reduce greenhouse gas emissions to offset the gas fire pits, as described in the table above. The development permit area guidelines do not address greenhouse gases or energy, however, they do encourage outdoor activity areas that are: vital to the festive atmosphere of the resort, accommodate a range of ages and activity levels, consider the four seasons, provide a variety of places available for sitting, and are exciting during the day and night.

## OTHER POLICY CONSIDERATIONS

### Zoning Analysis

The property is zoned TA8 (Tourist Accommodation Eight). The proposal meets all regulations of the TA8 Zone and Zoning Bylaw No. 303. No variances are requested.

### OCP Development Permit Guidelines

The property is located within Development Permit Area #1 – Whistler Village and is subject to development permit approval and guidelines for the form and character of development, protection of development from hazardous conditions and protection of the natural environment. The applicable guidelines are contained within the Official Community Plan.

Guidelines	Comments
<b>Objectives</b>	
Continue high standard of urban design, architecture and landscape architecture	The improvements will contribute to a high standard of design, architecture and landscape architecture.
Whistler is a year round destination resort – respond to existing and future needs and interests of a broad range of visitors and residents through four seasons.	<p>The proposal will increase the amount of seating in public spaces with the new seating areas in the plazas informed by the RMOW sun/shade analysis.</p> <p>The pond amenity is upgraded to enable more interaction/interest by a range of users.</p> <p>Upgraded lighting is proposed throughout in consideration of night time ambiance.</p> <p>Two gas fire pit amenities surrounded by built in seating are proposed.</p>

Contribute to the image of a cohesive village yet still express individuality.	The architectural and landscape upgrades contribute to cohesion. Further detailing of built in furnishings and public art for strengthened place-making are requested to be addressed as a condition of development permit issuance per Appendix E.
<b>Architecture</b>	
Variety and continuity of interest at the ground level is critical – consideration of walkway detail, scale, indoor/outdoor connections especially important.	The proposed improvements further this guideline by improving sightlines to storefronts while proposing plant material that will add colour and interest.
Build on existing character and image e.g. mountain village built by local craftsmen of local materials, using elements of “West Coast” architecture	The proposal furthers this guidelines with more wood incorporated into the retail level of the building.
Façade design requires variety, scale and modulation – create pedestrian interest with use of scale and modulation, placement and detailing of elements at pedestrian level such as entrances, lighting, furnishings.	The proposed improvements further this guideline by reducing clutter, improving sightlines into storefronts, adding wood and new lighting to create warmer building entrances, and replacing the snow guard with a seat wall in the covered arcade.
Design for durability and ease of maintenance.	Proposed building materials are considered sufficiently durable and detailed to withstand Whistler’s harsh climate.
Lighting – safe and welcoming, no glare, night sky compatible	Lighting upgrades throughout are proposed to be night sky compatible.
<b>Public Spaces</b>	
Create a user friendly atmosphere; continue prominent pedestrian orientation.	The proposal significantly upgrades and enhances open spaces and pedestrian routes.
Provide open space amenities (seating area, activity areas, site features) that will contribute to success of the village	The proposal will increase the amount and type of year round seating in public spaces, with the new seating areas in the plazas informed by the RMOW sun/shade analysis.
Outdoor activity areas are vital, accommodate a range of ages and activity levels.	The pond amenity is upgraded to enable more interaction/interest by a range of users.  Two built in lounge-type seating areas with gas fire pits and seasonal umbrellas are proposed as year round seating areas.
Planters integral to building required; planter walls should be stone, primarily.	Some small planters in the courtyard are modular as they sit over the parkade roof and this is supported by staff and will create a uniqueness to that plaza. Remaining planter walls are required to be stone as requested in Appendix E.

A high level of landscape is particularly important.	The proposal furthers this guideline. Further planting plan refinements to eliminate gaps and add additional colour and screening in select locations are requested to be addressed as a condition of development permit issuance per Appendix E.
--	---

## **Legal Encumbrances**

A flood covenant is registered on title of the property. The existing water fall and pond feature forms part of a flood route through Whistler Village and the proposed alignment and elevations will have to continue to meet specific requirements, as indicated on the proposed drawings.

## **Green Building Policy**

The applicant has provided a green building project checklist, attached as Appendix D, which responds to each of the green building objectives outlined in Section 2.0 of Council Green Building Policy G-23. While many of the objectives do not apply to the scope of the project, some key green building initiatives include: transplanting plant material where appropriate, plant regionally appropriate plant material, mulch planting areas for improved water retention, replace any irrigation components requiring replacement with high efficiency system to reduce water use, reuse metal canopies, incorporate certified sustainably harvested wood, and upgrade lighting to LED.

The two proposed gas fire pits with push button activators and timers will increase energy and greenhouse gas emissions, similar to what patio heaters do on restaurant patios. The applicant is proposing other ways to conserve energy/reduce greenhouse gas emissions to offset the gas fire pits, as described above. The development permit area guidelines do not address greenhouse gases or energy, however, they do encourage outdoor activity areas that are: vital to the festive atmosphere of the resort, accommodate a range of ages and activity levels, consider the four seasons, provide a variety of places available for sitting, and are exciting during the day and night.

## **BUDGET CONSIDERATIONS**

The municipality's direct costs of processing and reviewing this application have been covered through the development permit application fees.

## **COMMUNITY ENGAGEMENT AND CONSULTATION**

An information sign has been posted on the property per Development Permit application requirements. Staff have received some inquiries about the nature of the proposed development, as well as some comments from a potential future tenant respecting storefront visibility and this area of planting has been revised to improve visibility while respecting design guidelines to the satisfaction of staff.

## **SUMMARY**

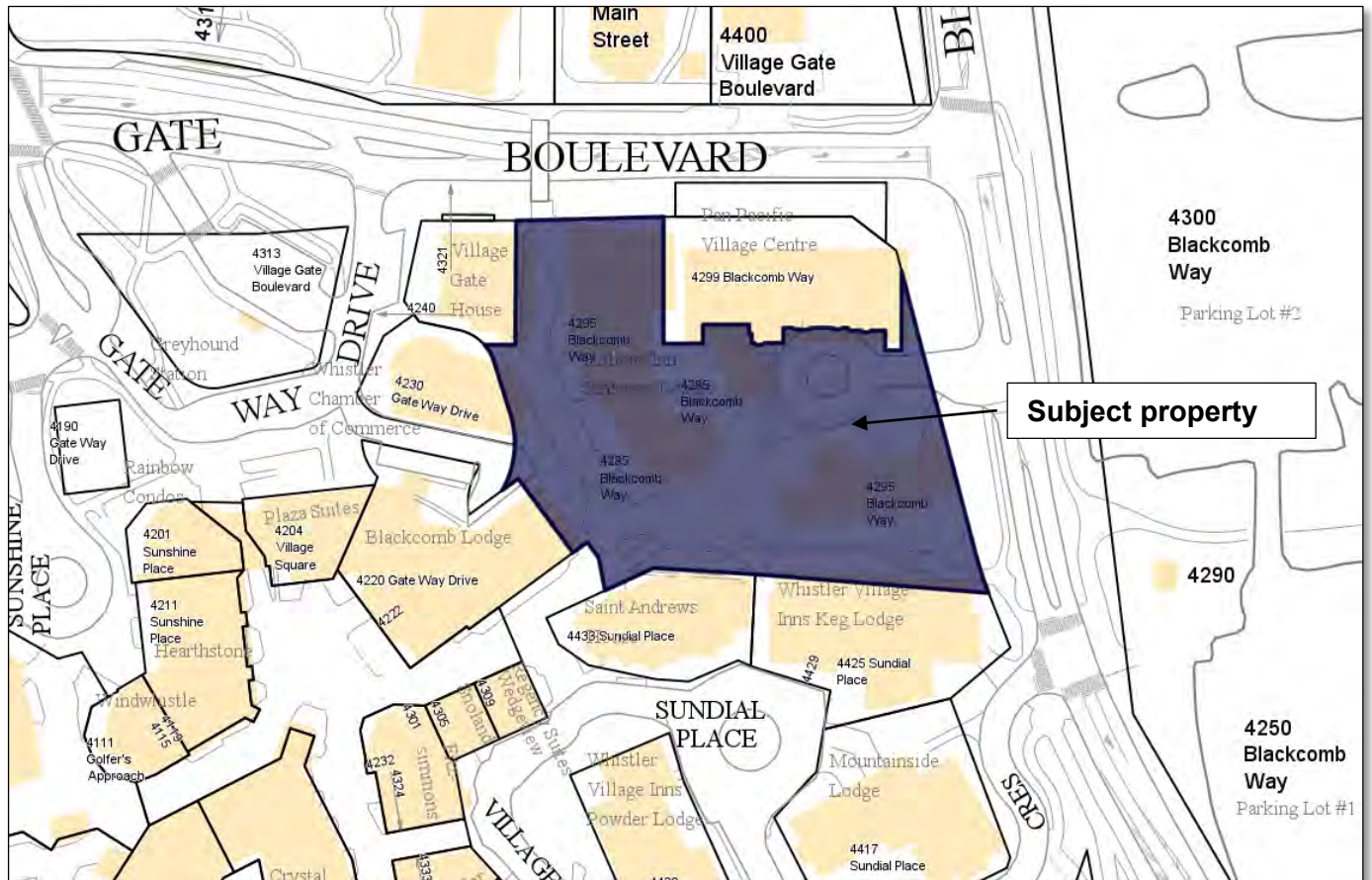
This report seeks Council's approval of Development Permit DP 1442, an application for retail level building enhancements, public space enhancements and landscape alterations at the Whistler Village Centre subject to the resolution of some detailed items to the satisfaction of staff.



Respectfully submitted,

Melissa Laidlaw  
SENIOR PLANNER  
for  
Jan Jansen  
GENERAL MANAGER, RESORT EXPERIENCE

## APPENDIX A - LOCATION MAP





# Project Directory

**Architect:**  
Murdoch + Co.  
#106-4319 Main Street  
PO Box 1394, Whistler, B.C.  
V0N 1B0  
Brent Murdoch

**Landscape Architect:**  
Murdoch + Co.  
#106-4319 Main Street  
PO Box 1394, Whistler, B.C.  
V0N 1B0  
Brent Murdoch

(T) (604) 905-6992  
(F) (604) 905-6993

(T) (604) 905-6992  
(F) (604) 905-6993

# Development Stats

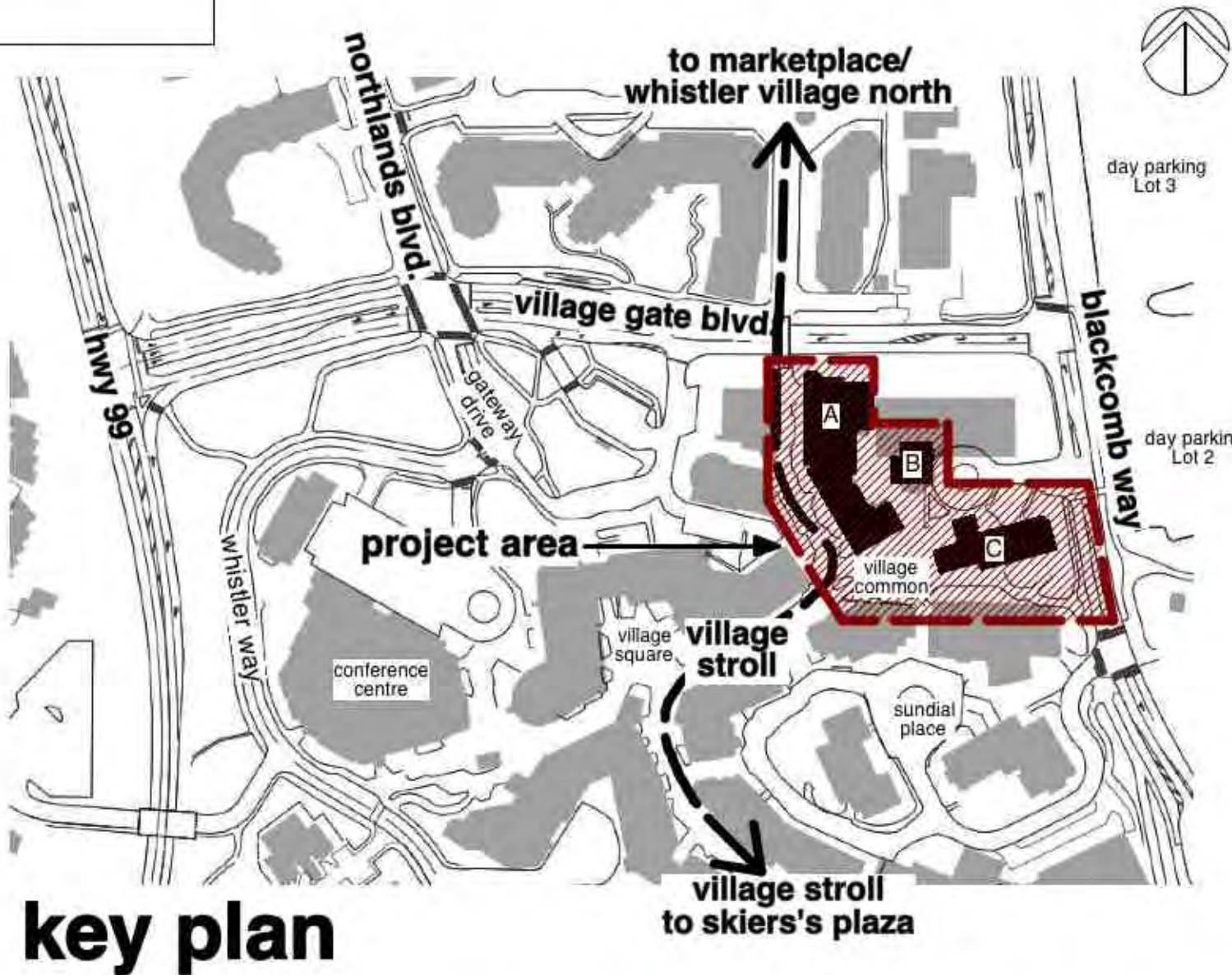
**Civic Address:** 4295 Blackcomb Way, Whistler, B.C

**Legal:** Lot 524, DL 1902, GP1, Strata Plan LMS 184  
**PID:** 019-192-436

**Zone:** TA8

# Drawing List

L-0.1	Cover Page
L-0.1	Existing Conditions - Level 1 (Ground Level)
L-0.2	General Recommendations: Opportunities & Constraints
L-0.3	Existing Landscape: Inventory and Assessment
L-0.4	Demolitions and Removals
L-0.5	Existing Site Servicing/Electrical
L-1.0	Project Overview - Site Plan
L-1.1	Building A: West Elevation (Village Stroll)
L-1.2	Building A: South & East Elevations
E-1.2	Village Stroll: Existing Canopy Details
A-2.1	Village Stroll: Proposed Canopy Details
L-1.3	Village Common
L-1.4	Skier's Approach
L-1.5	Feature Courtyard
L-2.0	Overall Site Landscape Plan
L-2.1	Planting Plan: Village Stroll
L-2.2	Planting Plan: Village Common
L-2.3	Planting Plan: Skier's Approach
L-3.0	Lighting & Signage Location Plan



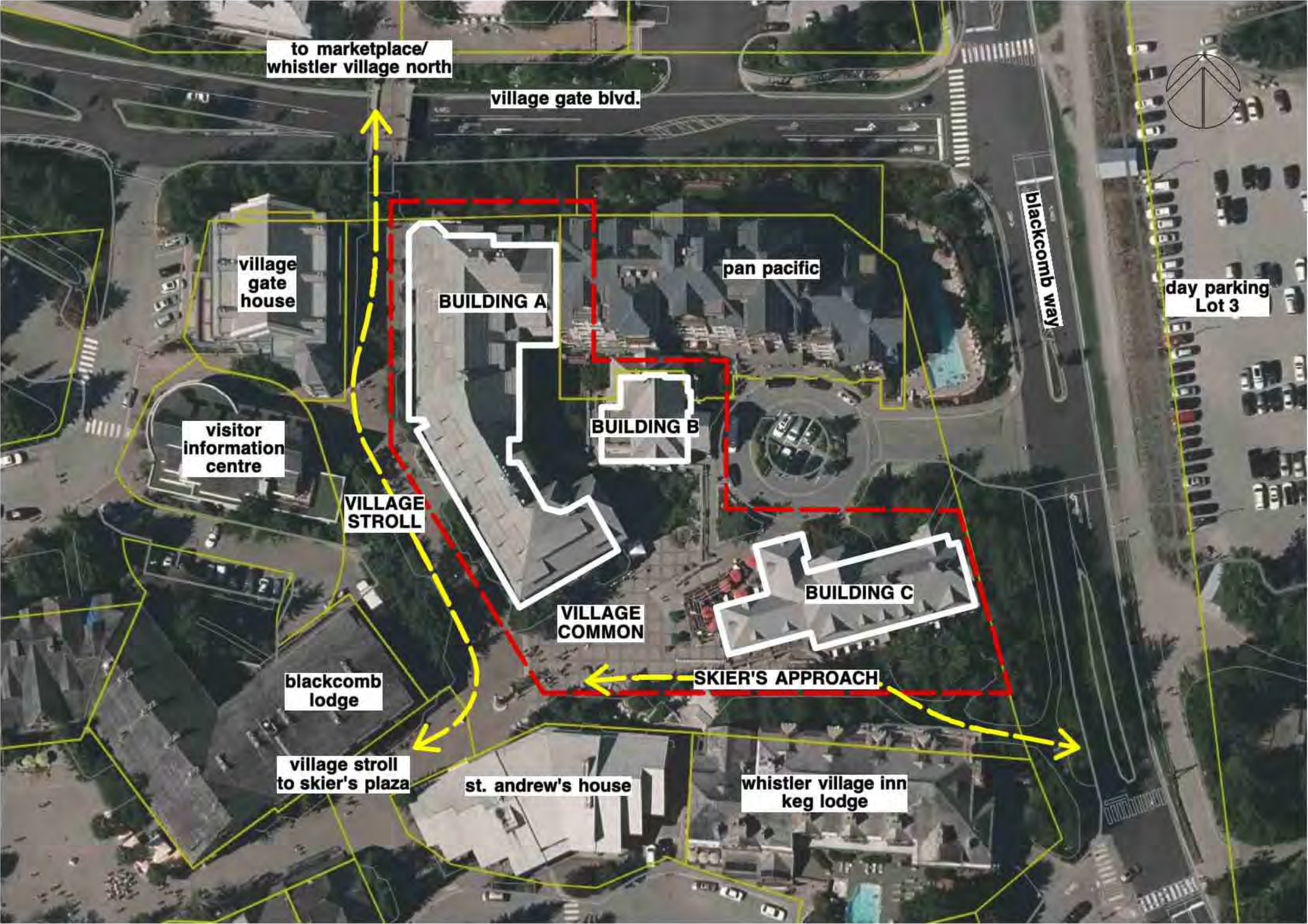
building A



building B



building C



project site location & context

# whistler village centre

PROPOSED IMPROVEMENTS & RENOVATIONS  
Issued for ADP Review MAY 9, 2016

APPENDIX B

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applicable laws.

Issued For:	Date:
CLIENT REVIEW	JULY 16, 2014
CLIENT REVIEW	JULY 31, 2014
CLIENT REVIEW	OCT. 21, 2014
ISSUED FOR DVP	APR. 16 2015
ISSUED FOR ADP REVIEW	DEC. 29 2015
ISSUED FOR ADP REVIEW	FEB. 18 2016
REVISED AS PER RMOW COMMENTS	MAY 9 2016

No:	Revision:	Date:
△		

Title

COVER PAGE

Project

**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

MURDOCH + COMPANY  
ARCHITECTURE + PLANNING LTD.  
#106-4319 Main Street  
P.O. Box 1394  
Whistler, B.C. V0N 1B0  
Ph. 905-6992 Fax 905-6993  
e-mail murdoch@telus.net

Sealed By:

Drawn By:	Scale:
BM	as shown
Project No:	Sheet No:
14.03	

COVER PAGE





BUILDING 'A'  
(view south along the stroll)



BUILDING 'A'  
(view north along village stroll)



VIEW-from village stroll



VILLAGE COMMON (view north-west from village stroll)

BUILDING 'B'



BUILDING 'C' (Starbucks, Earls's)



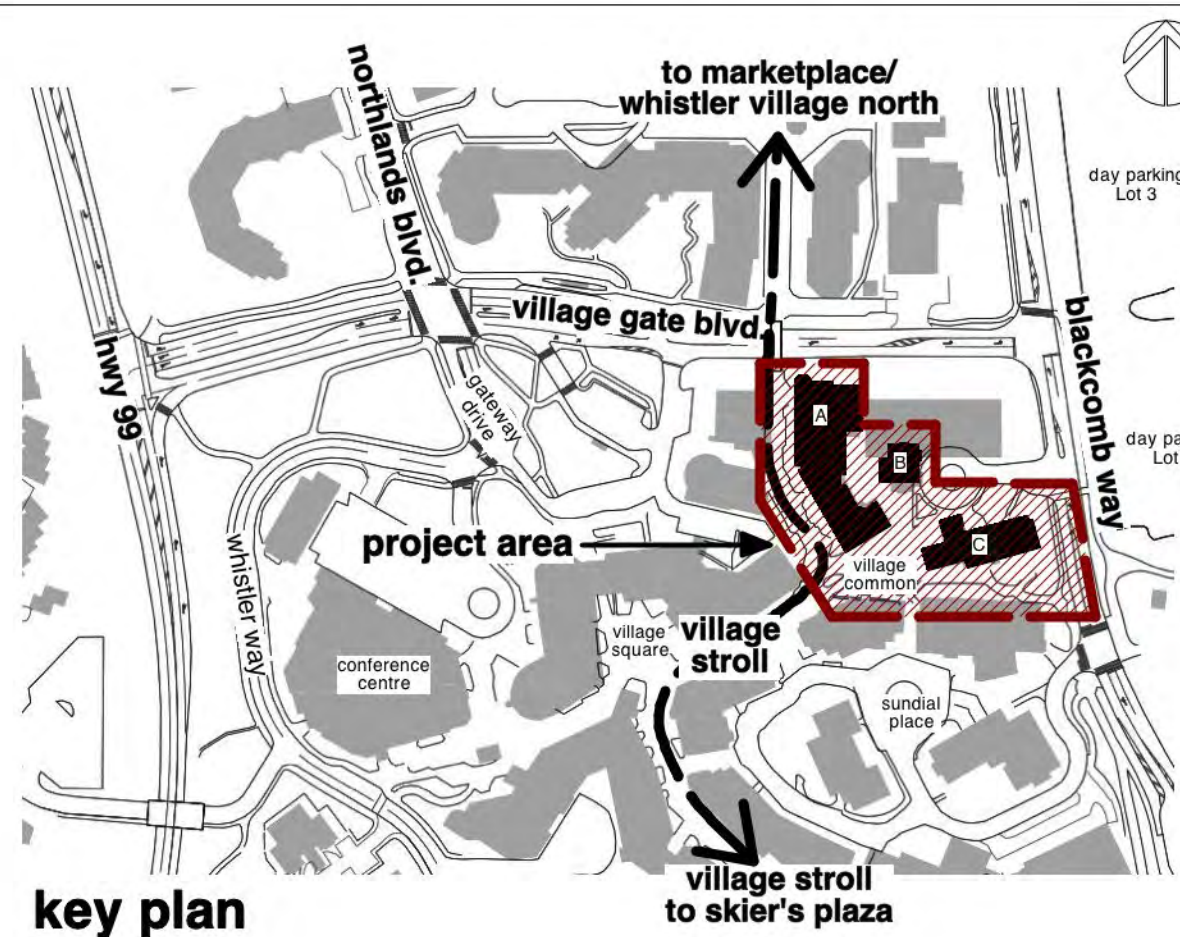
EXISTING BRIDGE/WATER FEATURE



"SKIER'S APPROACH"  
ACCESS TO BLACKCOMB WAY



MECHANICAL EQUIPMENT/  
HYDRO BOX



key plan

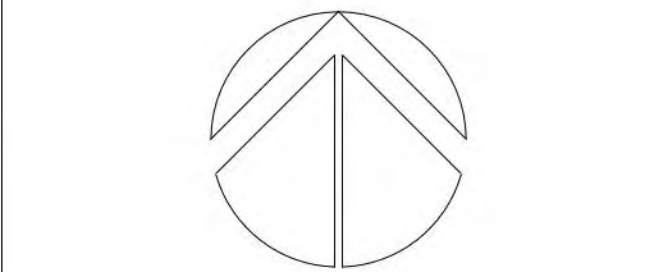


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Issued For:	Date:
Preliminary Review	MAY 15 2014
ISSUED FOR DVP	APR. 16 2015
ISSUED FOR ADP REVIEW	DEC. 29 2015
ISSUED FOR ADP REVIEW	FEB. 18 2016

No: Revision: Date:

△



Title  
SITE PLAN - LEVEL 1, Existing Conditions

Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

MURDOCH+COMPANY  
Architecture + Planning Ltd.  
#106-4319 Main Street  
P.O. Box 1394  
Whistler, B.C. V0N 1B0  
Ph. 905-6992 Fax 905-6993  
e-mail murdoch@telus.net

Sealed By:

Drawn By:	Scale:
BM	
Project No:	Sheet No:
14.03	L-0.1



TO NORTH VILLAGE/  
MARKETPLACE

accessible  
entrance  
to covered  
walkway

#### LANDSCAPE/PLANTERS:

- trees in poor condition and/or in conflict with building to be removed, consider thinning coniferous trees
- add new shrub and perennial plant material with multi-season interest, cohesive planting scheme
- accent planting/landscape features at canopies/steps
- consider replacing some of the large overgrown poplars with more appropriate species (smaller, narrow branching, multistem trees) i.e. Serviceberry, Flame Amur Maple, etc.

#### BUILDING A

- consider renovation of arched canopy structures (timber cladding/finishes) to improve light/visibility of retail signage and stores)
- remove or renovate existing "faux" timber bracing to improve visibility of retail storefronts
- "corridor" to fountain courtyard is very dark & uninviting, consider timber accents, architectural finishes, and improved lighting/signage

#### CREATE DISTINCT CHARACTER "AREAS":

1. Building A along stroll
2. Building B courtyard
3. Skier's Approach
4. Village Common

#### STOREFRONT IDENTITY/VISIBILITY

- create distinct character between outdoor spaces
- improve signage visibility & exterior lighting
- enhance storefront entrances with architectural elements, planters, site furniture, awnings
- enhanced directory of services/businesses

#### FEATURE AREA

- create distinct character through architectural treatments/materials on building facade, site furnishings, planters
- opportunity for "landscape feature" to aminate and draw pedestrians into the space

#### SIGNAGE/DIRECTORY

- enhance/improve visibility of directory signage to direct patrons to tenant businesses
- work with RMOW "portal" and village wayfinding/signage strategies to enhance large and small portals within the site

#### PUBLIC WASHROOMS

- enhance entrance to create a more inviting space through improved lighting
- increase pedestrian traffic by enhanced signage to direct pedestrians

#### LANDSCAPE

- overgrown trees to be removed to improve lighting/visibility
- new shrub/perennial planting
- fence/lattice to screen mechanical/exhaust fan along wall
- widen walkway to improve circulation & sightlines

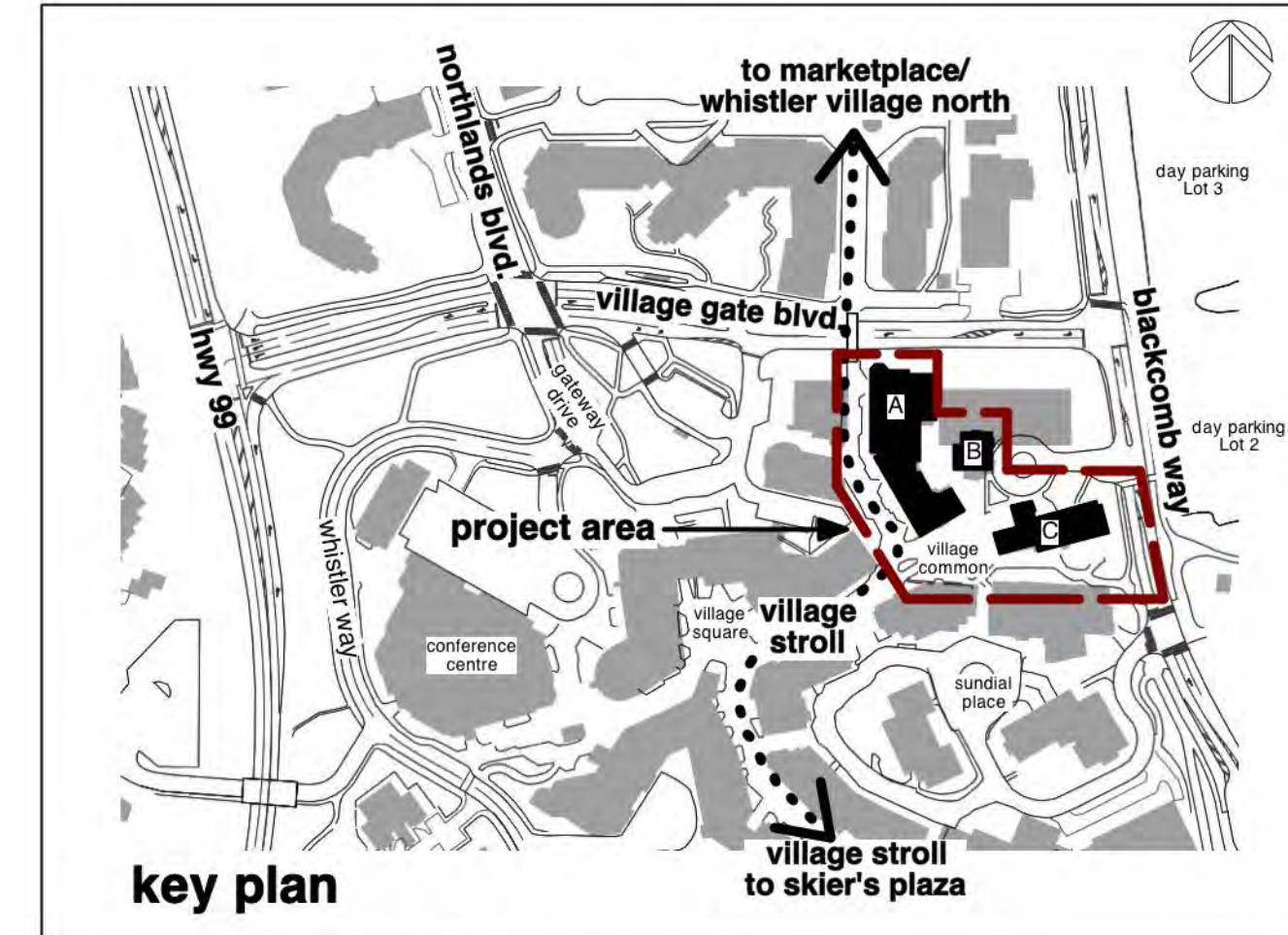
#### SKIERS'S APPROACH

location/directional  
signage needed  
to identify "village common"  
and "skier's approach"

SECONDARY ACCESS  
FROM BLACKCOMB WAY

#### FEATURE AREA:

- create gathering place/focal point
- renovate/redesign water feature to be more interactive
- alternative seating area to mitigate congestion at Starbucks

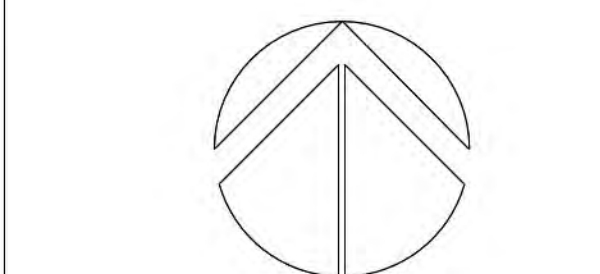


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ISSUED FOR ADP REVIEW	DEC. 29 2015
ISSUED FOR ADP REVIEW	FEB. 18 2016

No: Revision: Date:

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Title  
**GENERAL RECOMMENDATIONS**  
OPPORTUNITIES % CONSTRAINTS  
Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

MURDOCH+COMPANY  
Architecture + Planning Ltd.  
#106-4319 Main Street  
P.O. Box 1394  
Whistler, B.C. V0N 1B0  
Ph. 905-6992 Fax 905-6993  
e-mail: murdoch@telus.net

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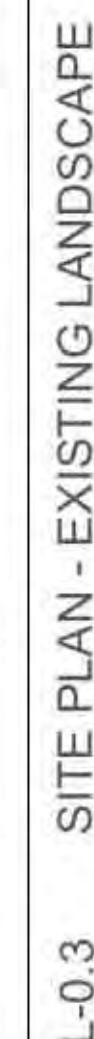
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Project No:	Sheet No:
14.03	L-0.2



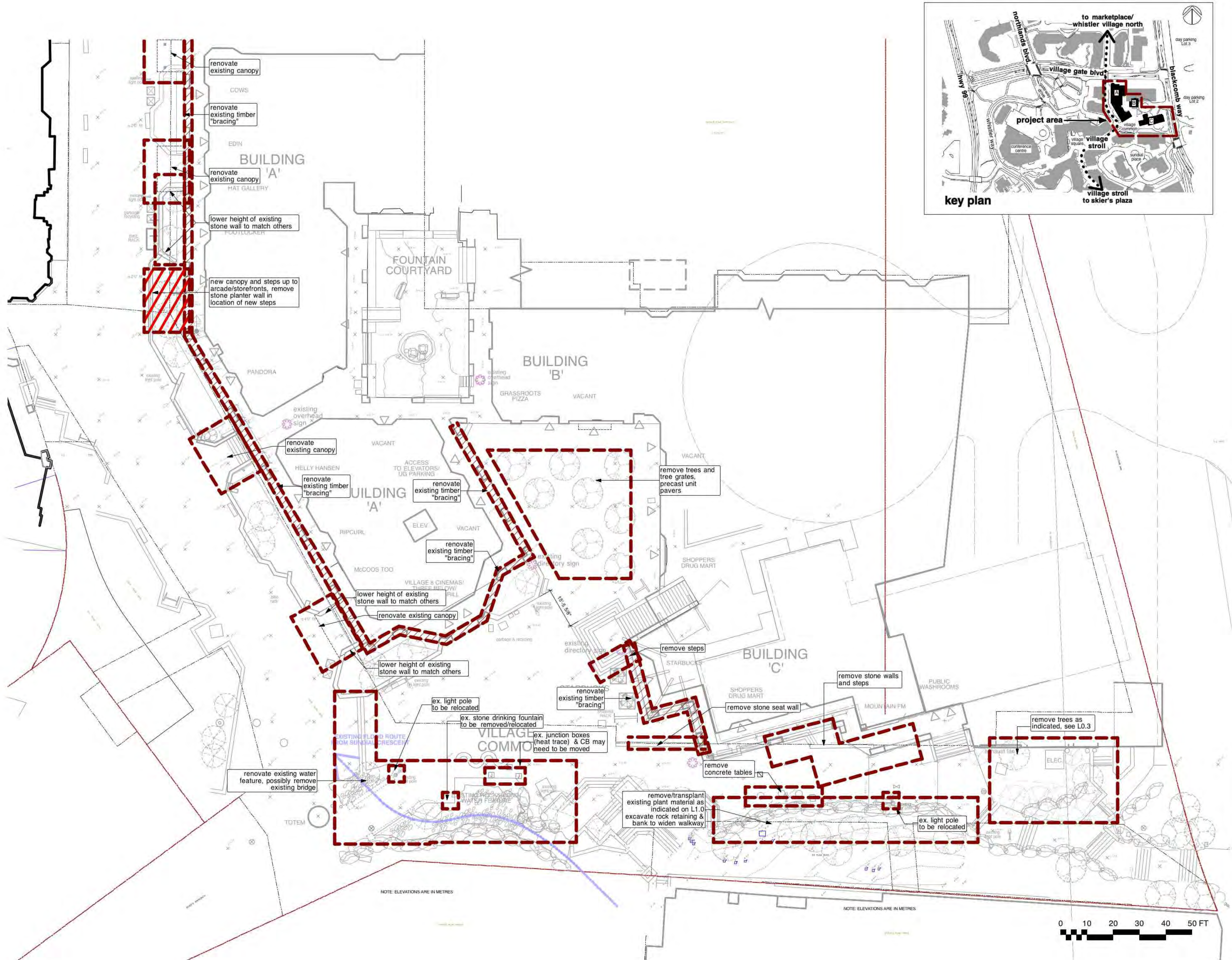
**MURDOCH COMPANY**  
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L-0.3







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MAY 9 2016

No:

Revision:

Date:

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0

10

20

30

40

50 FT

Title

DEMOLITIONS & REMOVALS

Project

WHISTLER VILLAGE CENTRE

WHISTLER, B.C.

MURDOCH+COMPANY

ARCHITECTURE + PLANNING LTD.

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1/16" = 1'0"

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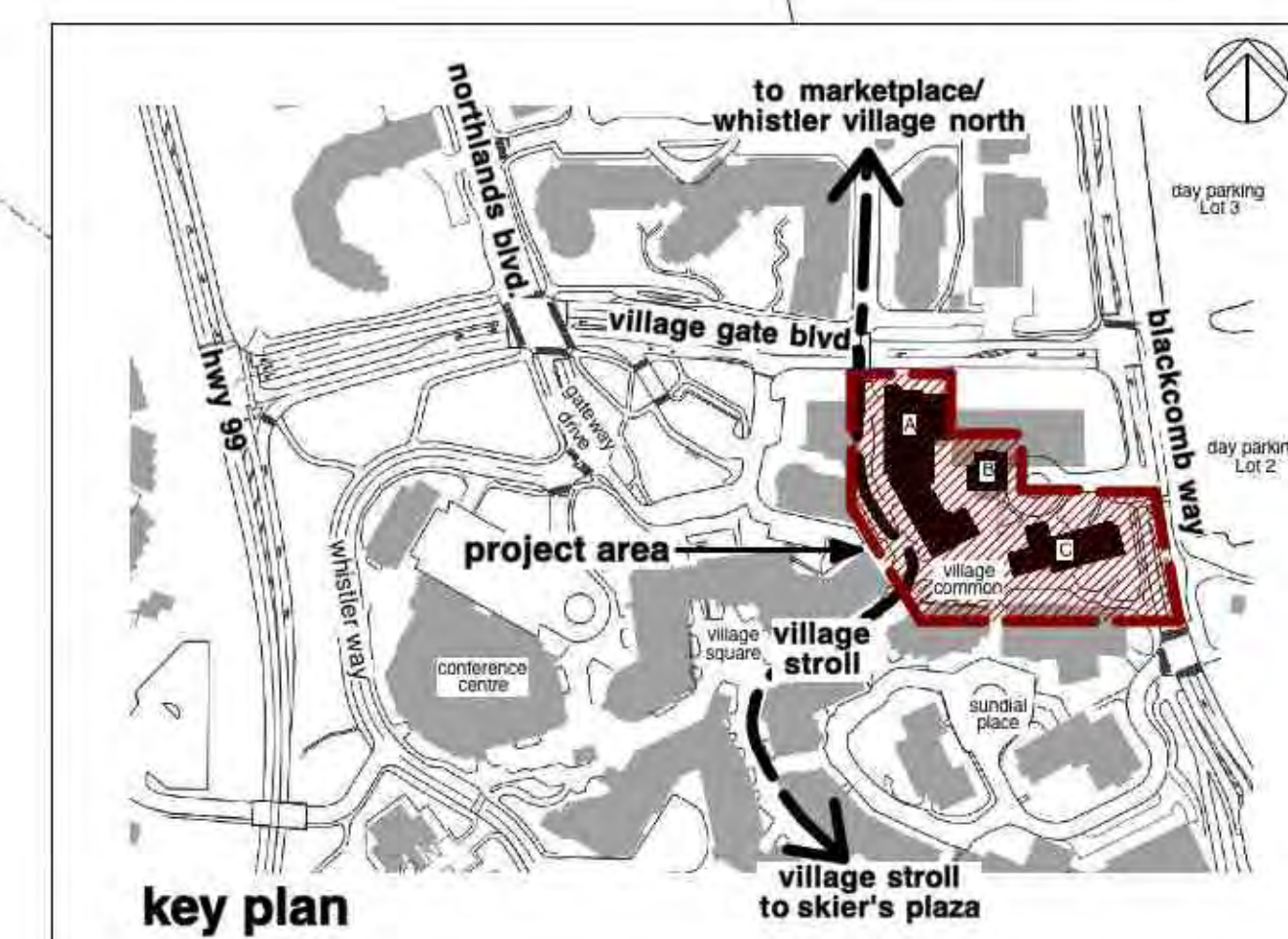




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key plan

## legend

- EXISTING PRECAST UNIT PAVERS
- EXISTING PRECAST UNIT PAVERS
- EXISTING RIVERSTONE DRIP STRIP
- EXISTING STONE PLANTER WALL
- NEW STONE PLANTER WALL CONSTRUCTION (TO MATCH EXISTING ON SITE)
- PROPOSED CONCRETE WALL ARCHITECTURAL FINISH
- EXISTING BOULDERS/ROCK RETAINING
- PROPOSED BOULDERS/ROCK RETAINING (TO MATCH EXISTING ON SITE)
- EXISTING GRADE
- EXISTING CONIFEROUS/DECIDUOUS TREE
- PROPOSED CONIFEROUS/DECIDUOUS TREE
- PROPOSED SHRUBS
- PERENNIALS/GRASSES & GROUNDCOVERS
- BUILDING ENTRANCE



Title  
**PROJECT OVERVIEW - SITE PLAN**  
 PROPOSED IMPROVEMENTS  
 Project  
**WHISTLER VILLAGE CENTRE**  
 WHISTLER, B.C.

**MURDOCH + COMPANY**  
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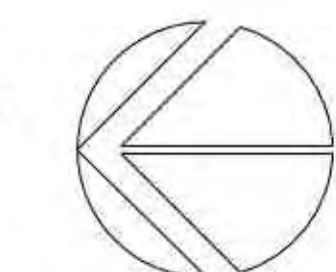
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Title  
Building A: VILLAGE STROLL (WEST ELEVATION)



Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

MURDOCH+COMPANY  
ARCHITECTURE + PLANNING LTD.  
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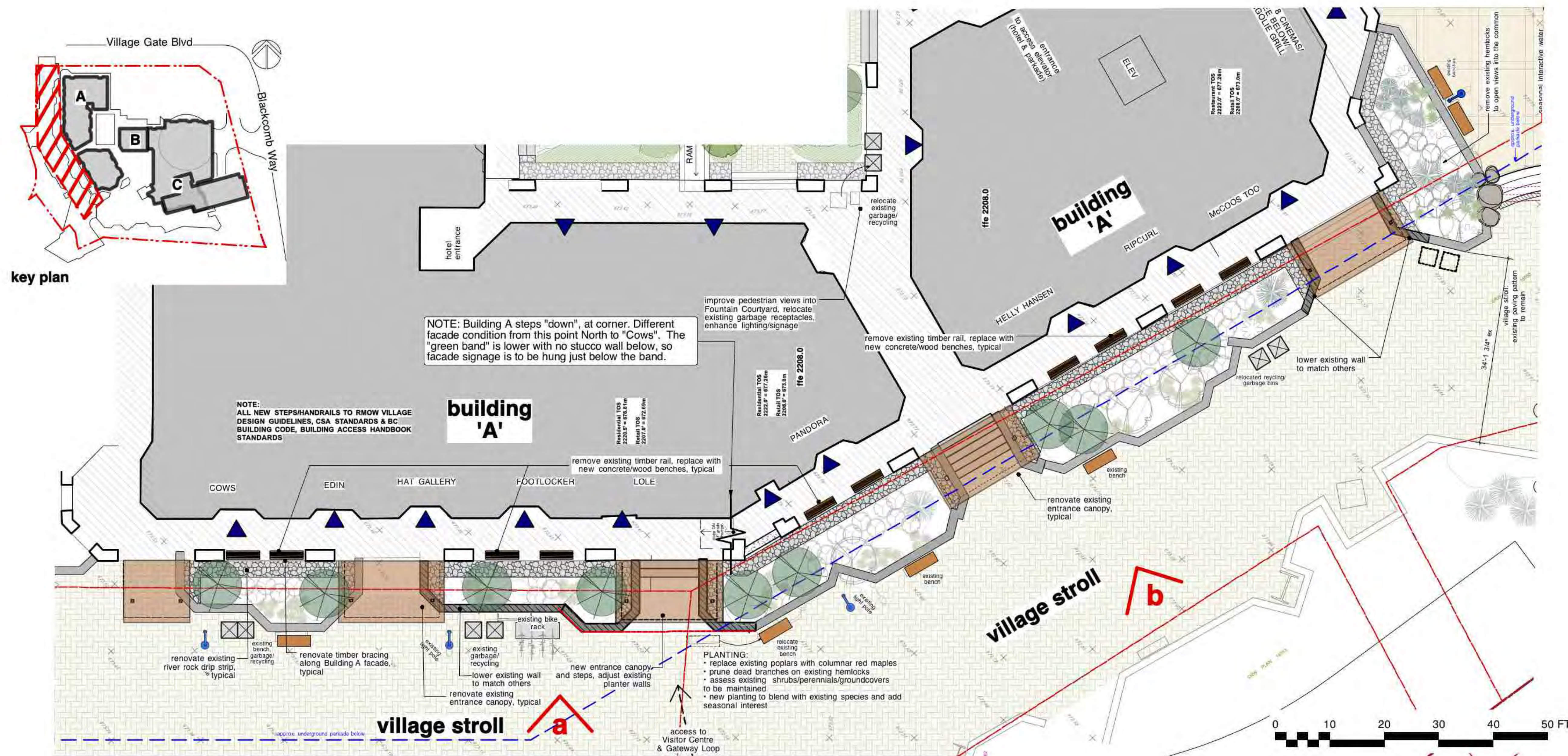
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Sheet No:

14.03

L-1.1



1 Proposed Site Plan  
3/32" = 1'0"



a 1"=10'0"  
Proposed West Elevation A (Village Stroll)

b 1"=10'0"  
Proposed West Elevation B (Village Stroll)

NOTE: ELEVATIONS ARE IN METRES





### Building A: Existing East Elevation

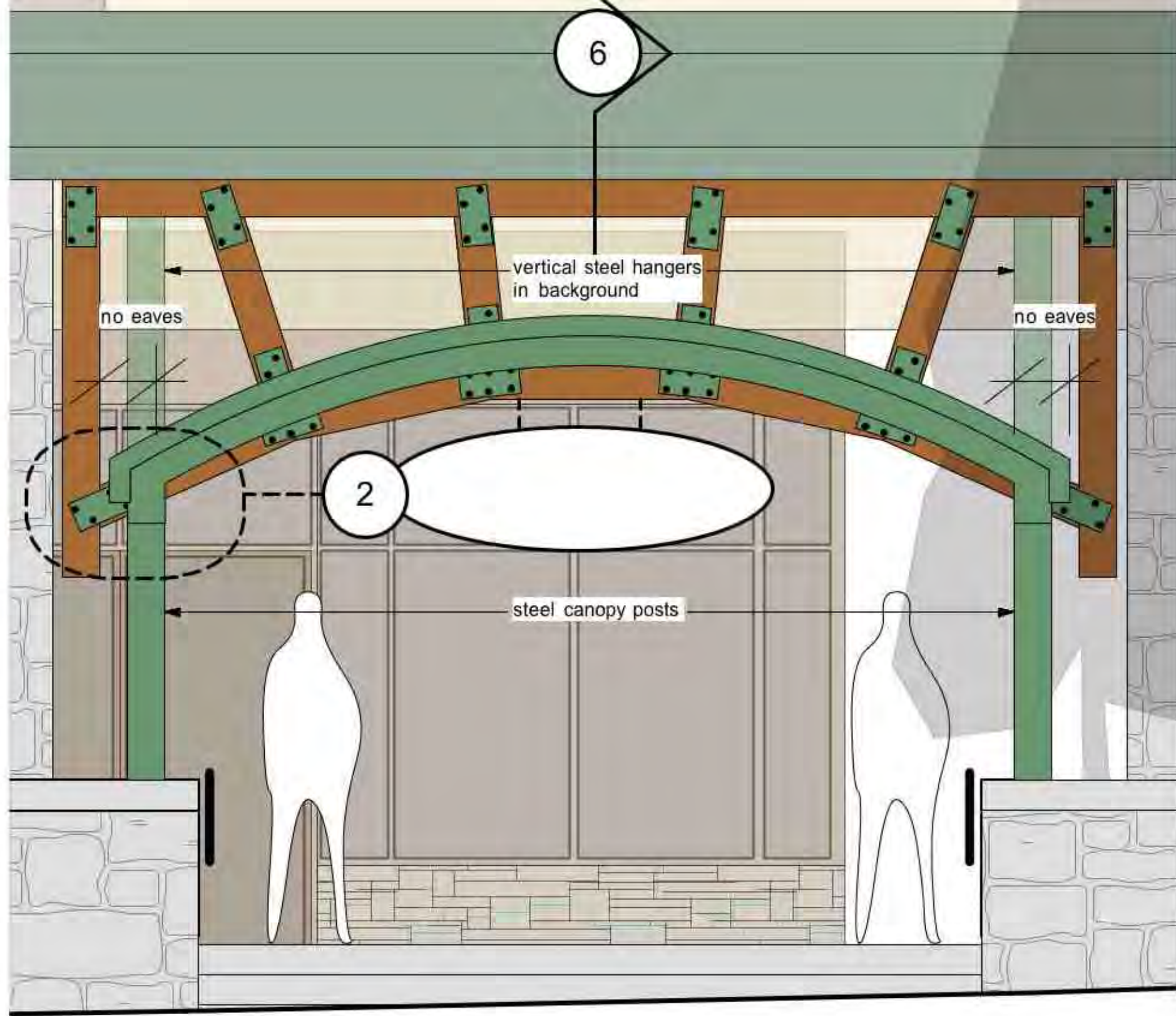
Architectural elevation drawing of the Mongolie Grill building facade. The drawing shows a three-story building with a ground-floor arcade featuring stone pillars and arched openings. The upper floors have large windows and a central entrance with a sign that reads "Mongolie Grill". Red callout boxes with arrows point to specific renovation areas:

- RENOVATE/RECONFIGURE EXISTING TIMBER BRACING (pointing to the timber structure under the arcade)
- PROPOSED PRECAST PLANTERS WITH SMALL TREES (pointing to planters under the arcade)
- RE-PAINT GREEN BAND WITH DARK, NEUTRAL COLOUR (pointing to a horizontal band above the arcade)
- PROPOSED SIGNAGE LOCATION (pointing to a location above the central entrance)

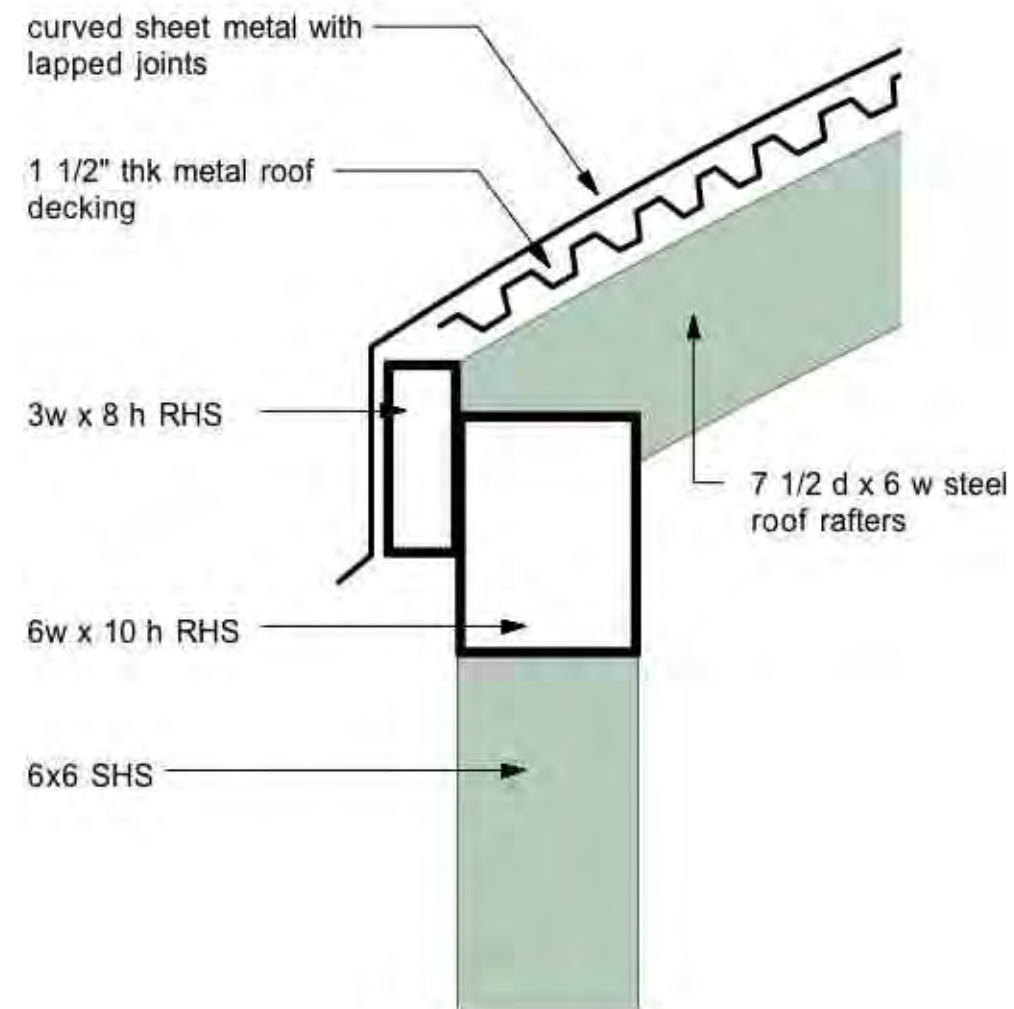
The drawing also includes technical annotations such as "EL. 225.10 TO 226.0", "EL. 225.0 TO 226.0", and "EL. 225.5 TO 226.0".

**d Proposed East Elevation, Building A (facing Feature Courtyard)**  
1/8" = 1'0"

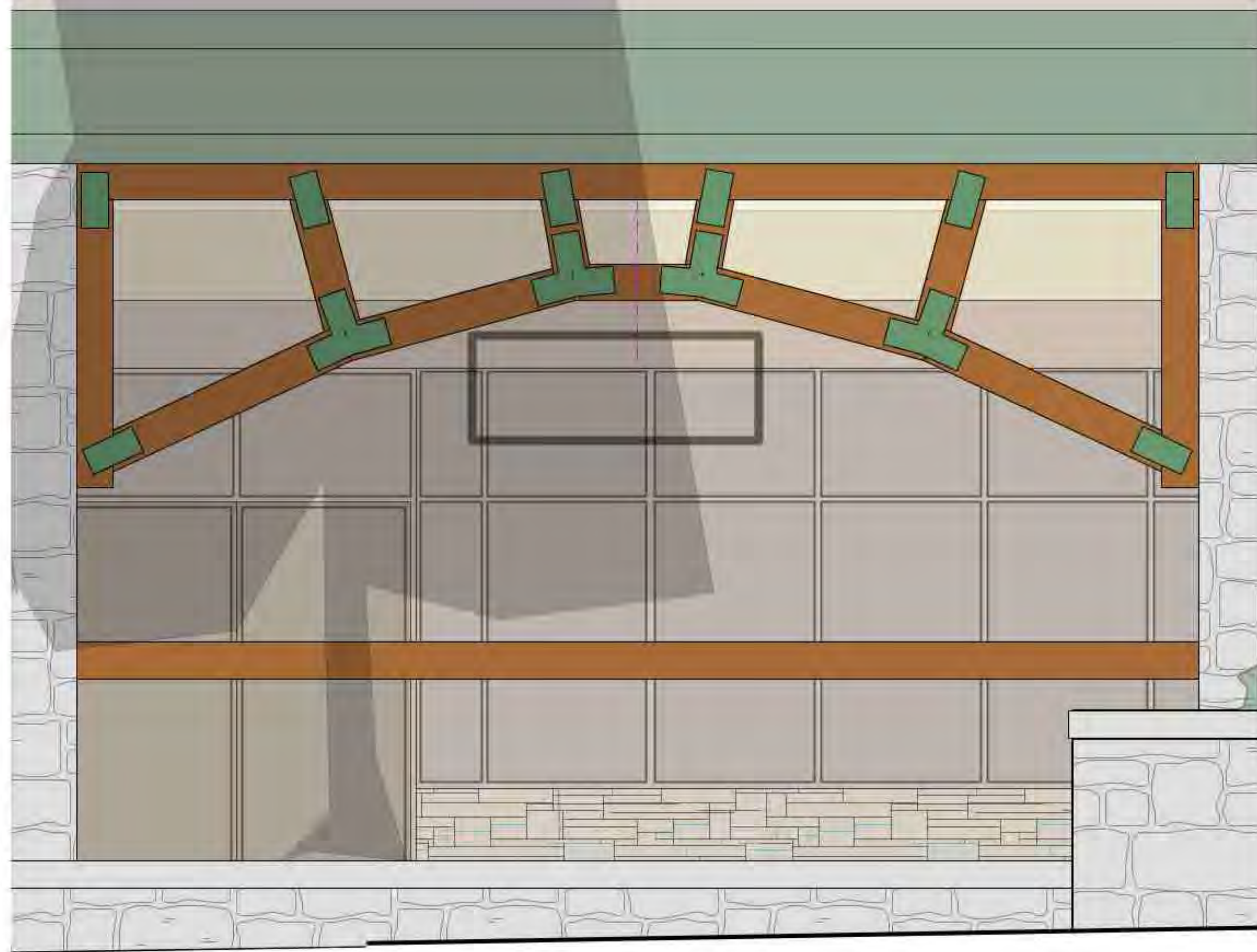




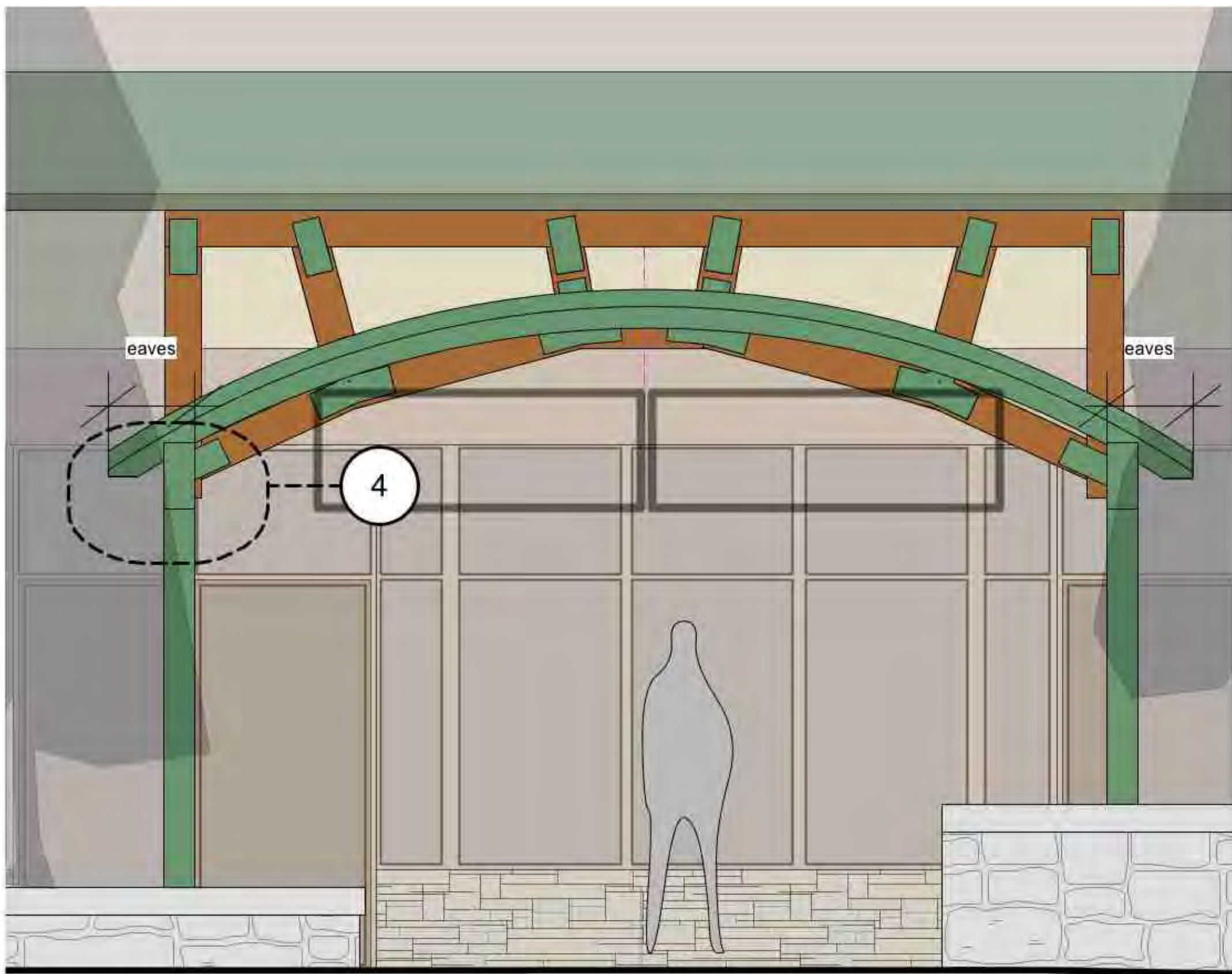
**1 Existing Elevation Decoratvie Timbers + Canopy Type 4**  
1/2" : 1'-0" imperial



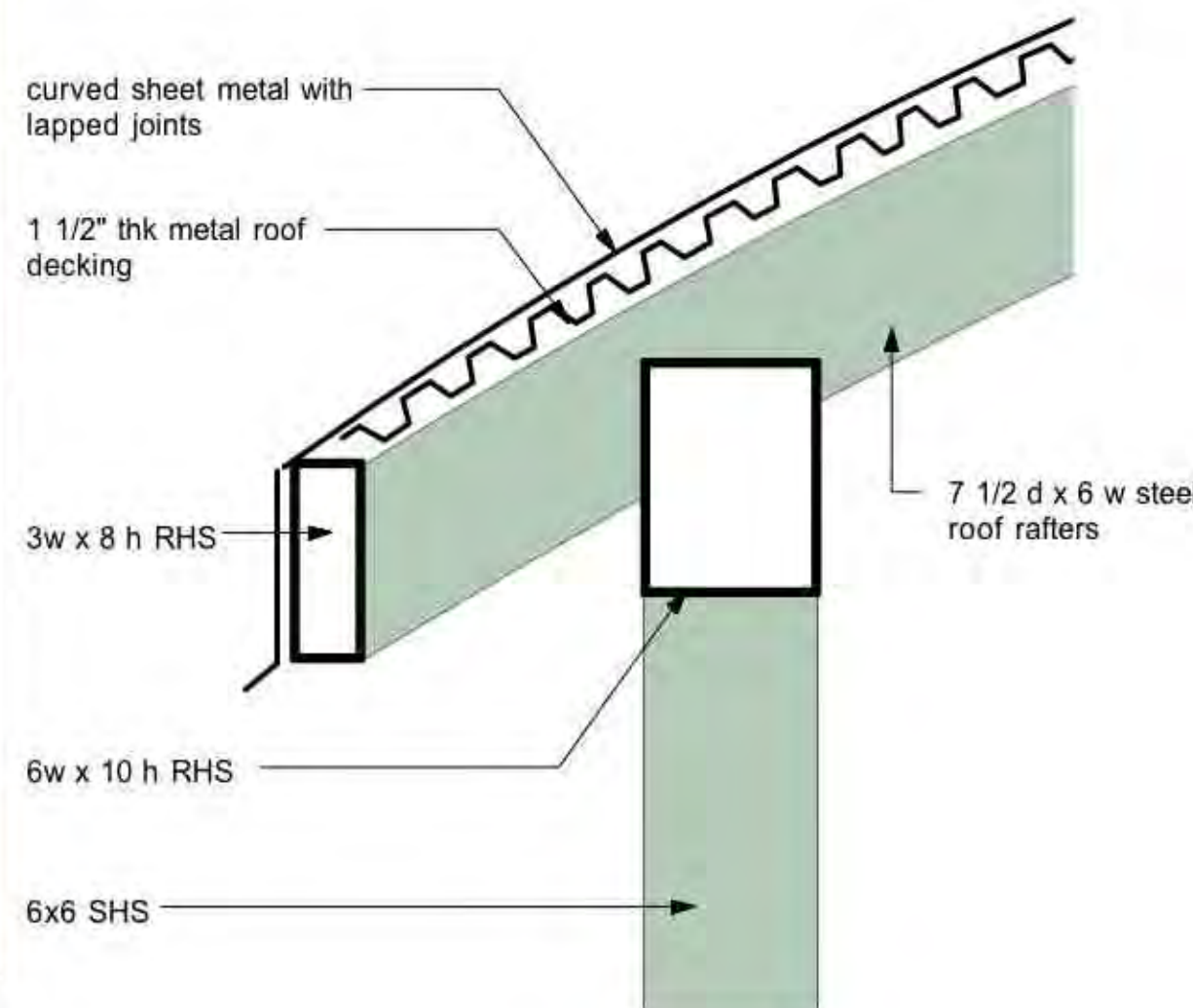
**2 Existing Section Detail of Canopy**  
1/2" : 1'-0" imperial



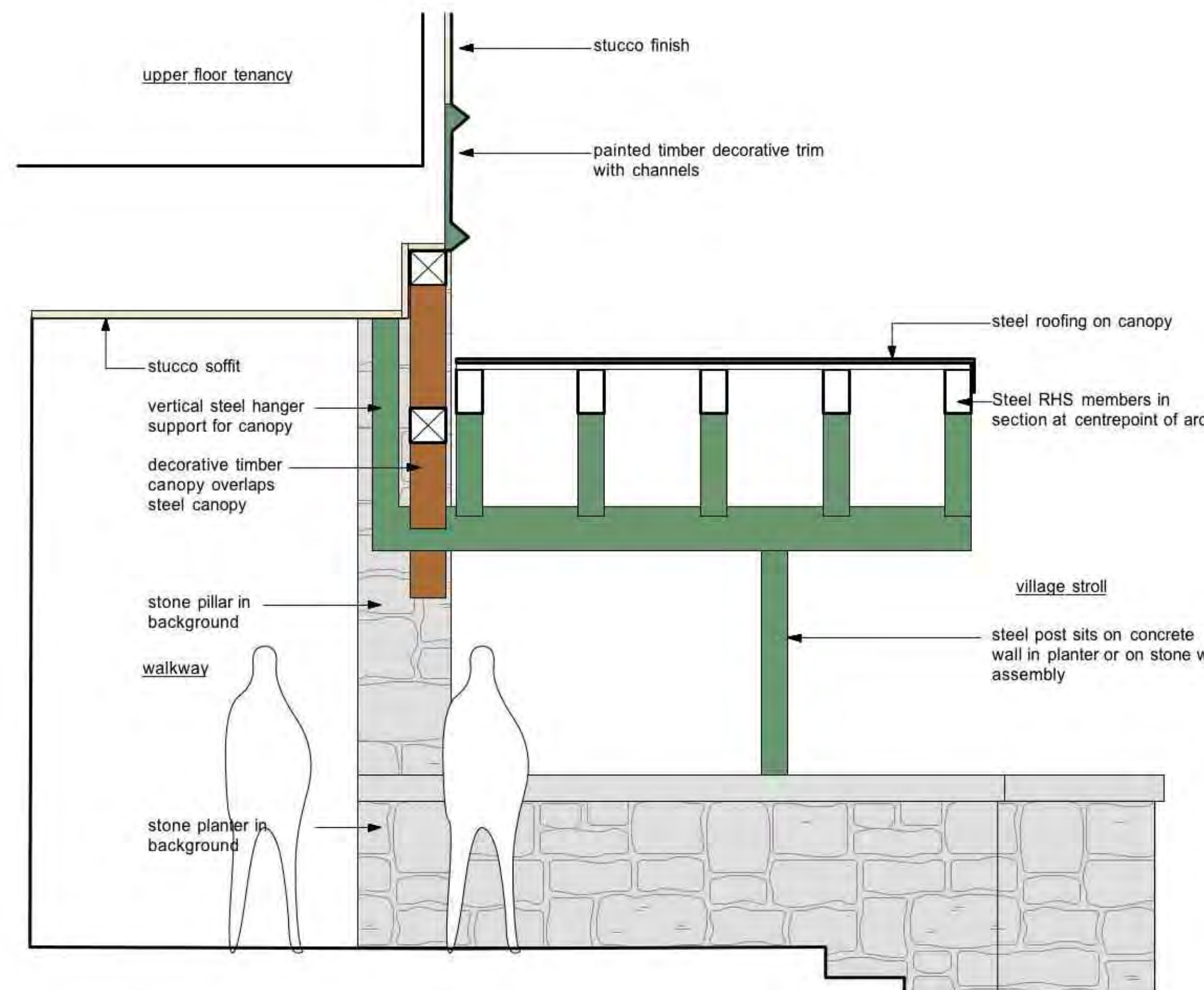
**5 Existing Decorative Timbers**  
1/2" : 1'-0" imperial



**3 Canopy Type 1, 2 & 3**  
1/2" : 1'-0" imperial



**4 Existing Section Detail of Canopy**  
1/2" : 1'-0" imperial



**6 Typical Existing Cross Section Canopy**  
1/2" : 1'-0" imperial

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No: Revision: Date:

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**BUILDING A - VILLAGE STROLL**  
EXISTING CANOPY DETAIL & DECORATIVE TIMBERS  
Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

**MURDOCH + COMPANY**  
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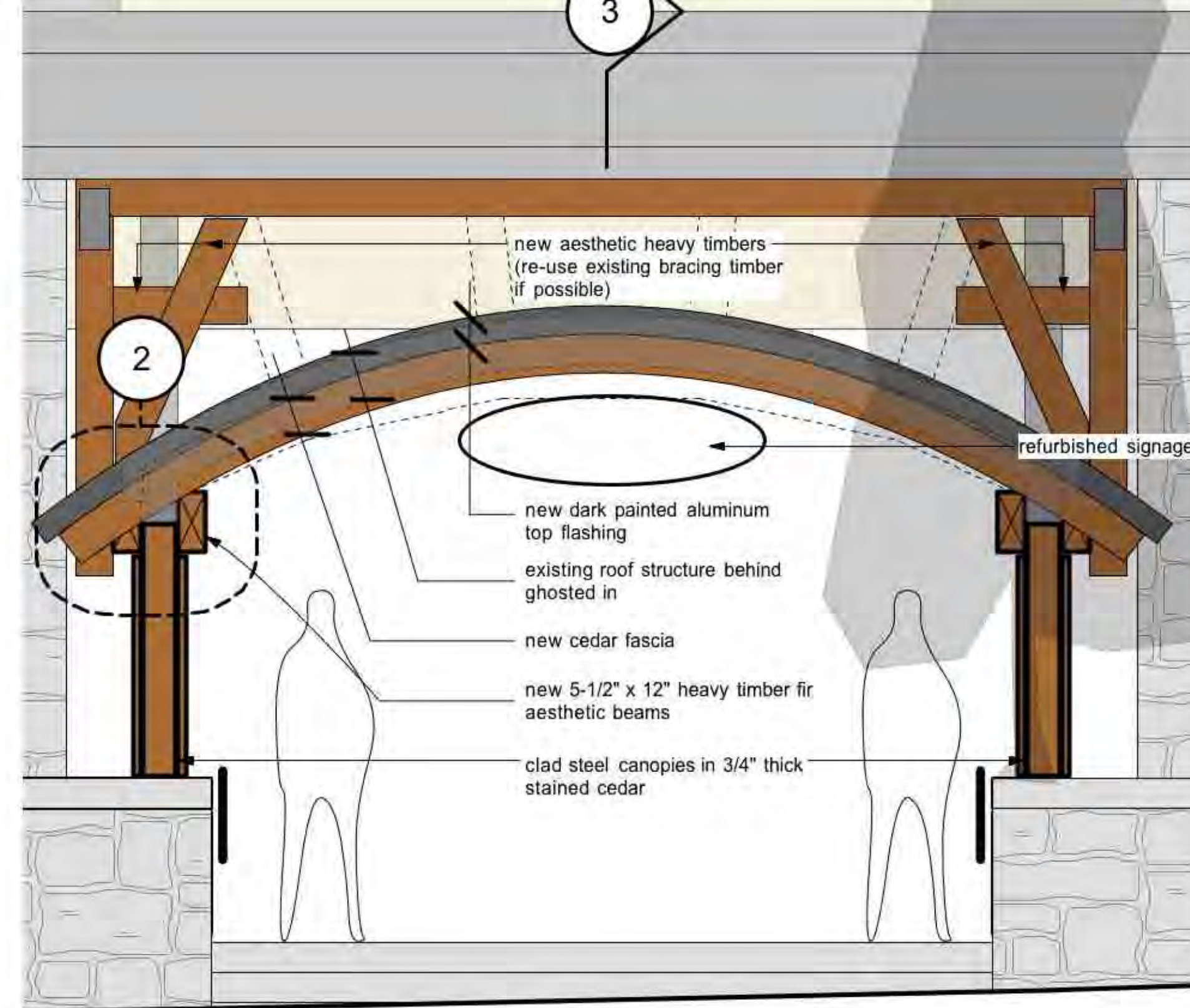
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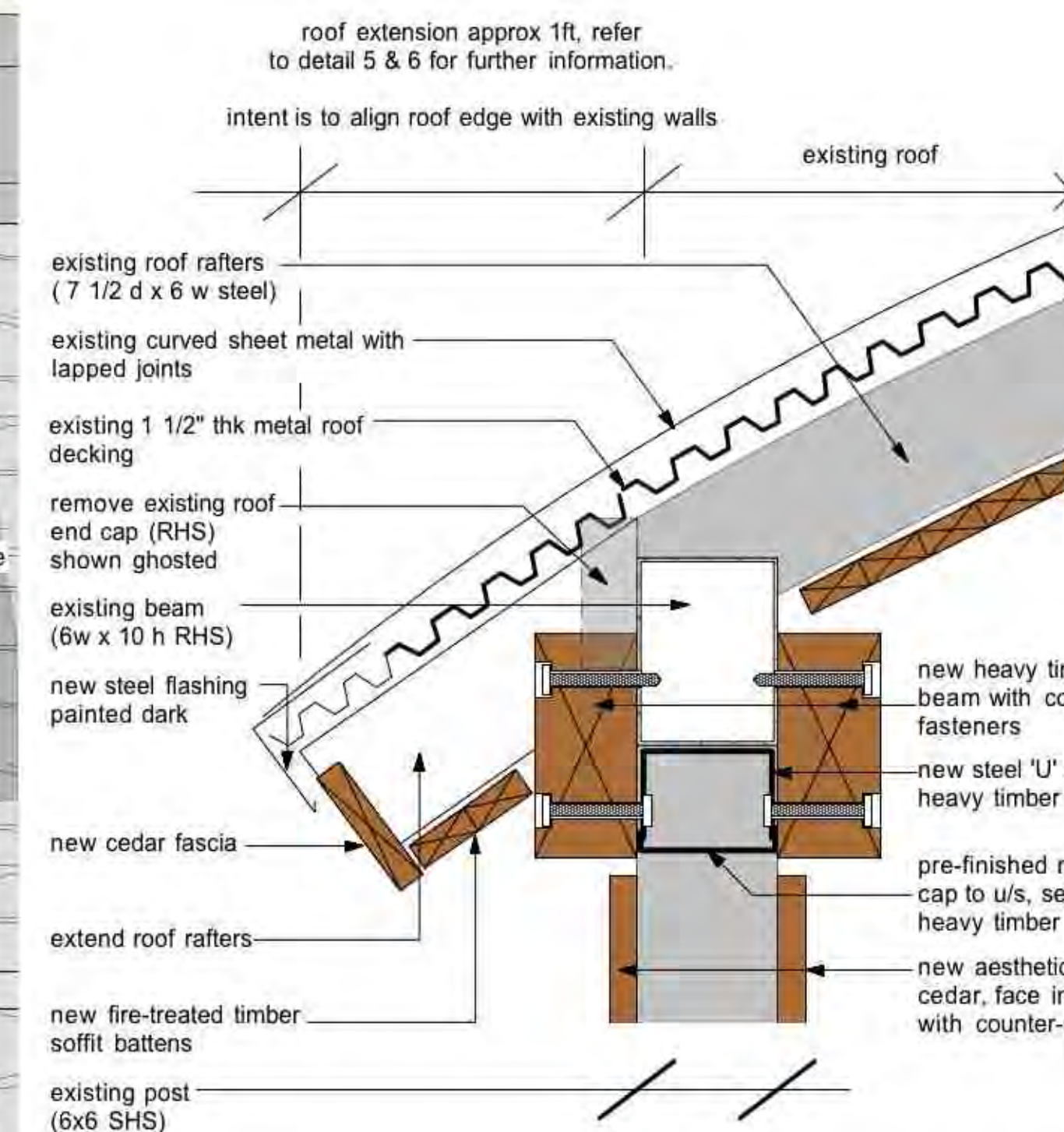
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## General Notes :

Paint all existing steel that is part of the canopy's Dark Grey.

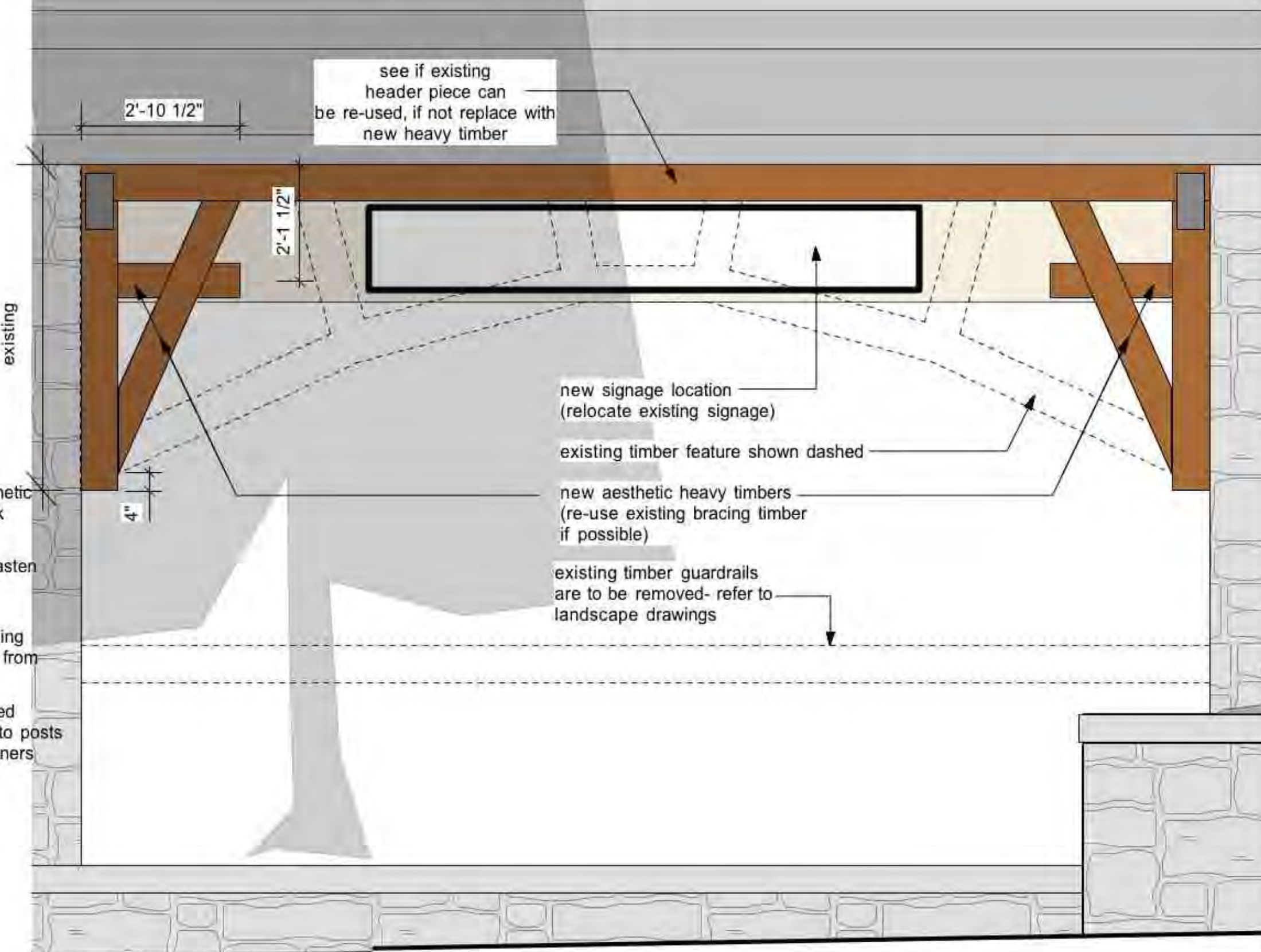


**1 Proposed Canopies**  
1/2" : 1'-0" imperial

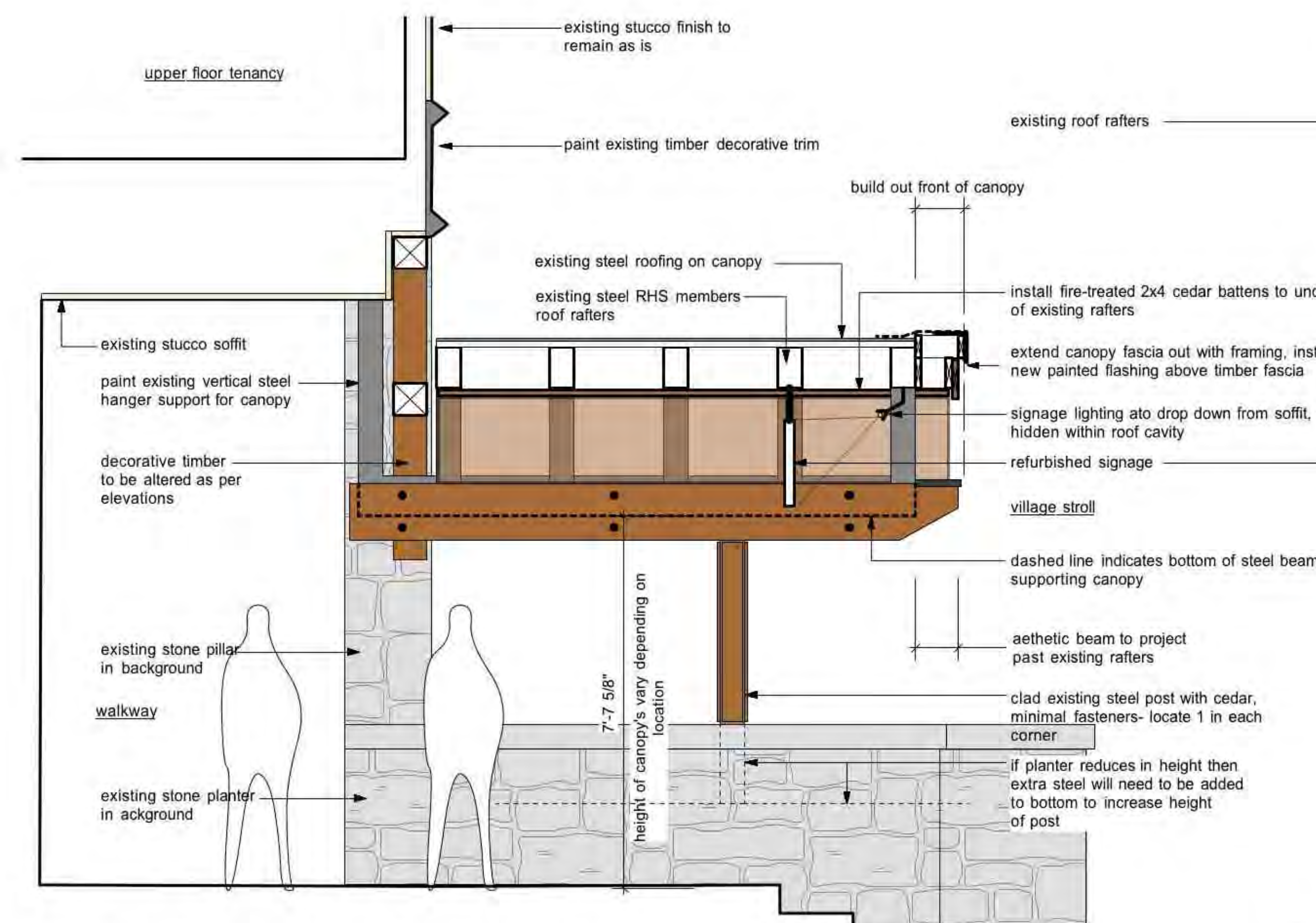


**2 Proposed Section Detail of Canopy - Eave Detail**  
1-1/2" : 1'-0" imperial

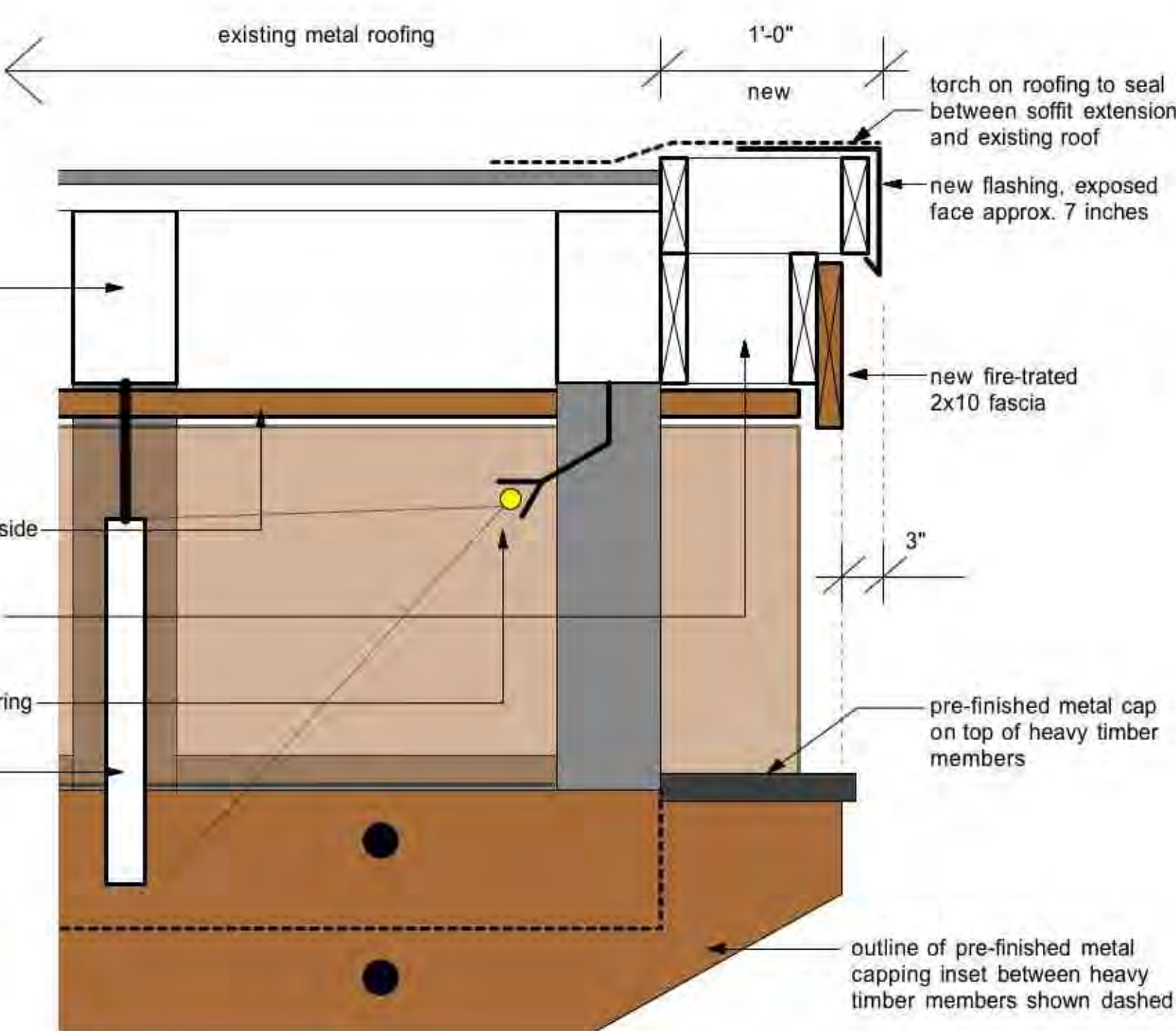
**NOTE : canopy type 1 does not have eave extension but still requires new fascia + flashing**



**5 Proposed Decorative Timbers**  
1/2" : 1'-0" imperial

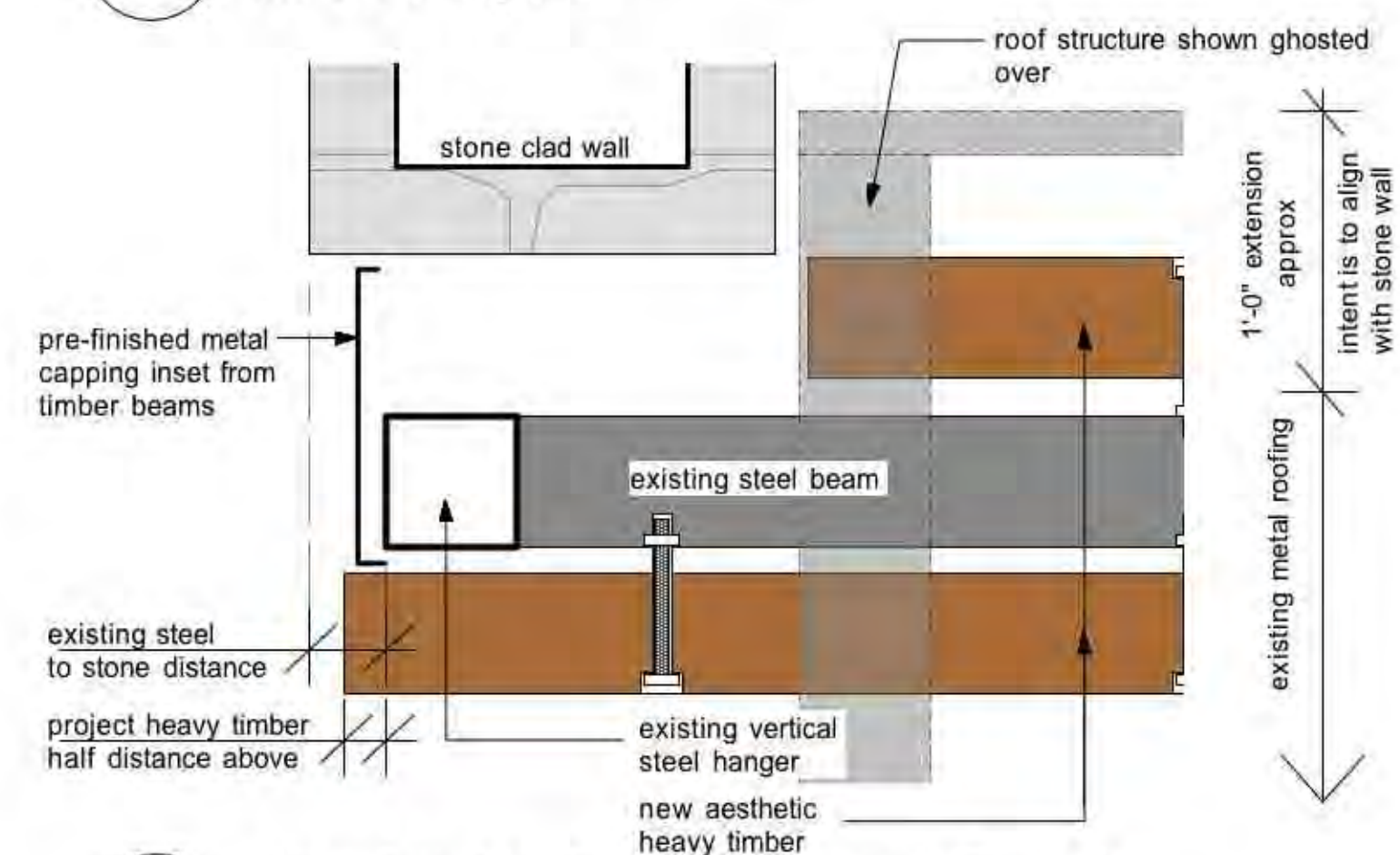


**3 Proposed Cross Section Canopy**  
1/2" : 1'-0" imperial

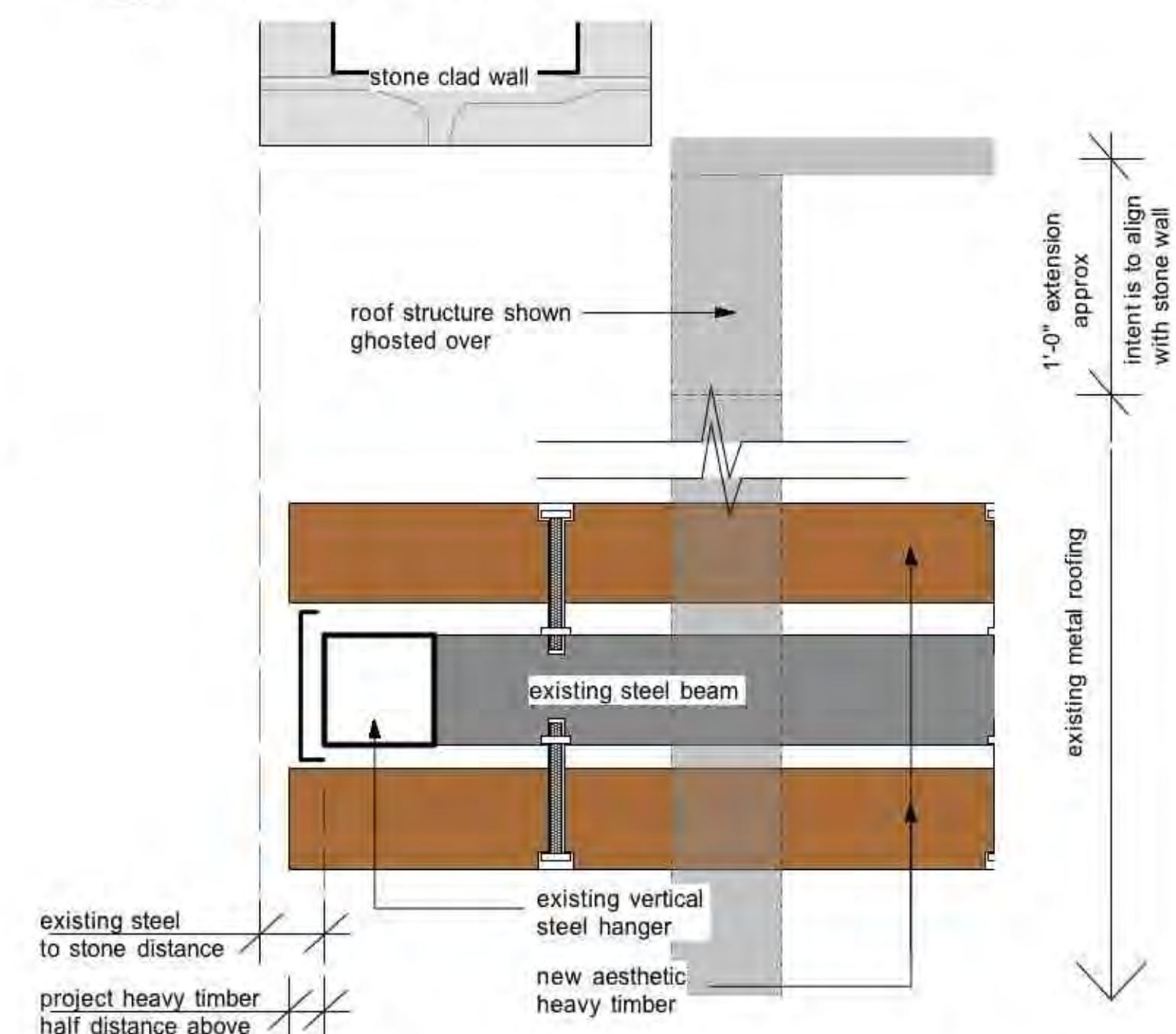


**4 Cross Section Detail - Village Stroll Face**  
1-1/2" : 1'-0" imperial

**All wood to be stained cedar (light/natural colour)**



**6 Plan Section Detail of Canopy Type 4**  
1-1/2" : 1'-0" imperial



**7 Plan Section Detail of Canopy Type 1,2,3 & NEW**  
1-1/2" : 1'-0" imperial

Title

**BUILDING A - VILLAGE STROLL**

**PROPOSED CANOPY DETAIL & DECORATIVE TIMBERS**

Project

**WHISTLER VILLAGE CENTRE**

WHISTLER, B.C.

**MURDOCH + COMPANY**  
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e-mail: murdoch@telus.net

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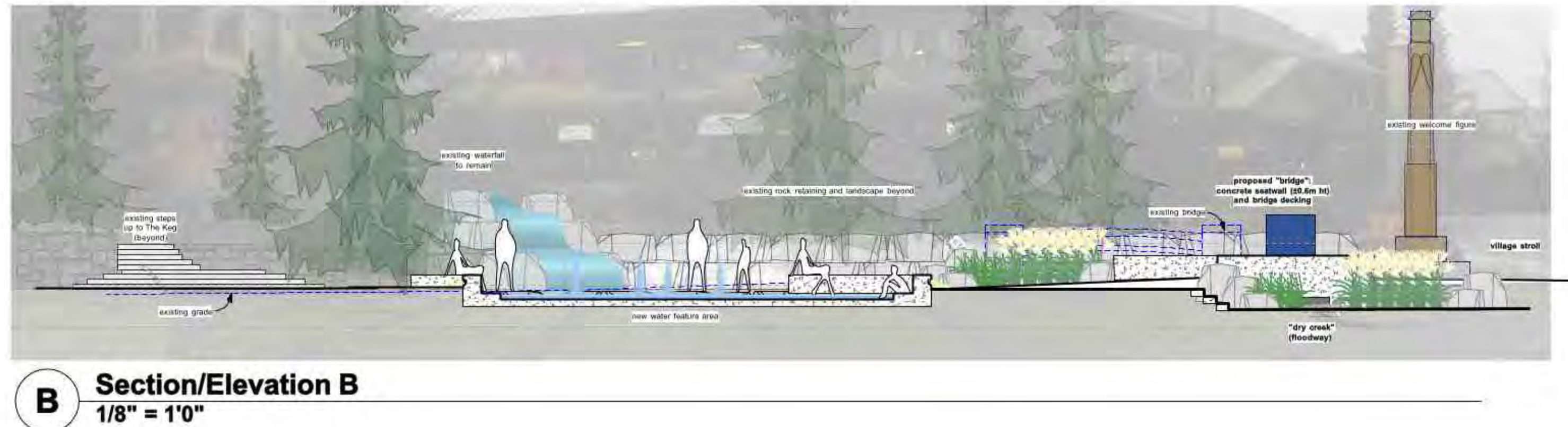
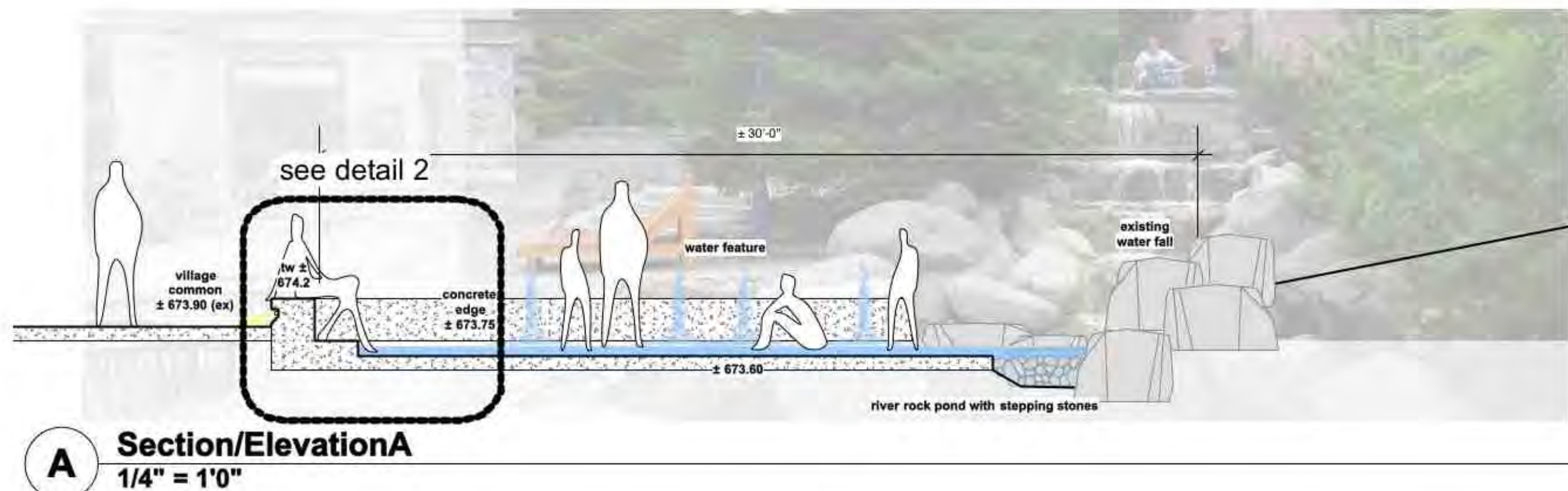
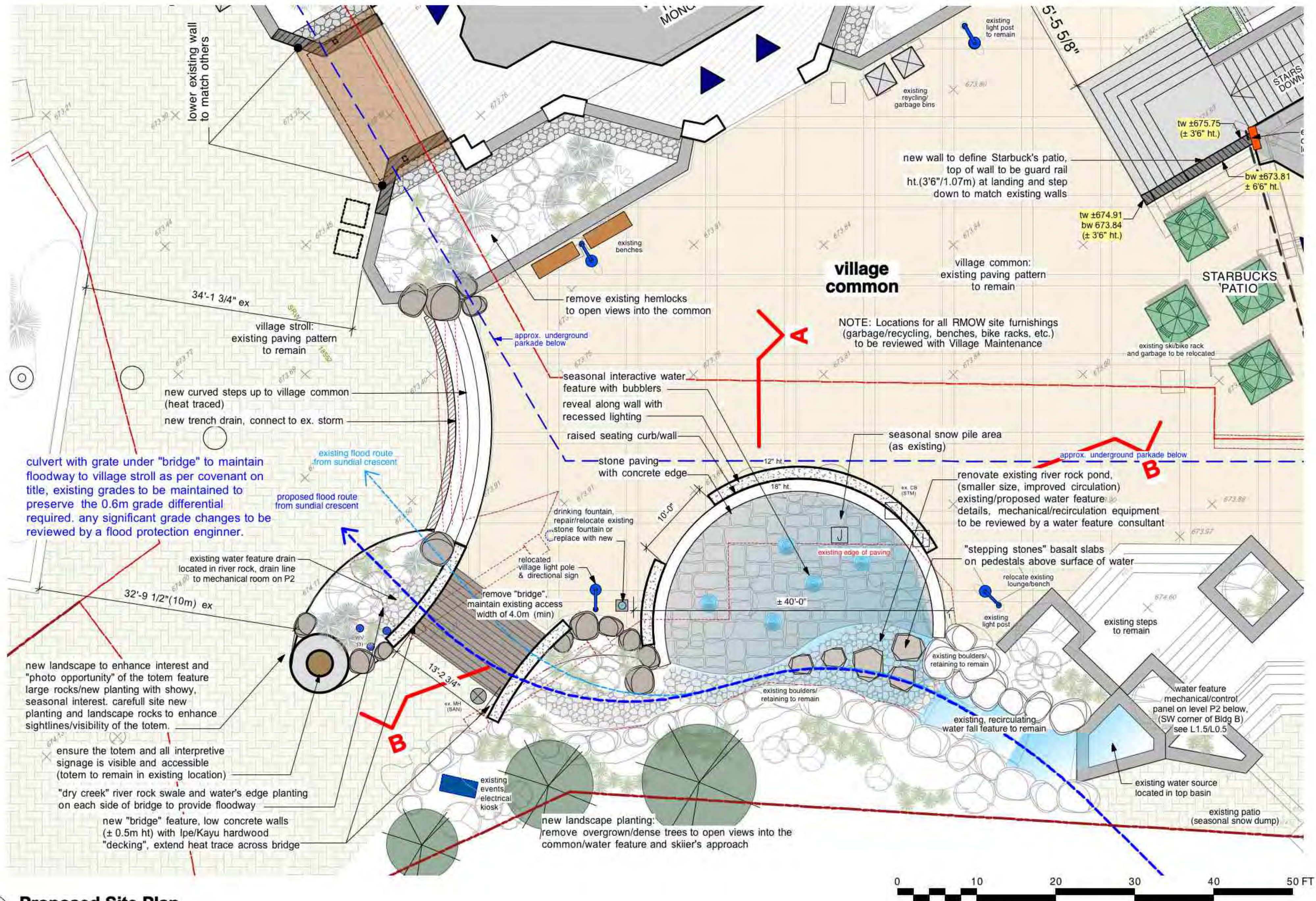
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**A-2.1**





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REVISED AS PER RMOW COMMENTS	MAY 9.2016

No: Revision: Date:

**VILLAGE COMMON**  
PROPOSED IMPROVEMENTS  
Project

**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

**MURDOCH+COMPANY**  
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P.O. Box 1394  
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Ph. 905-6992 Fax 905-6993  
e-mail: murdoch@telus.net

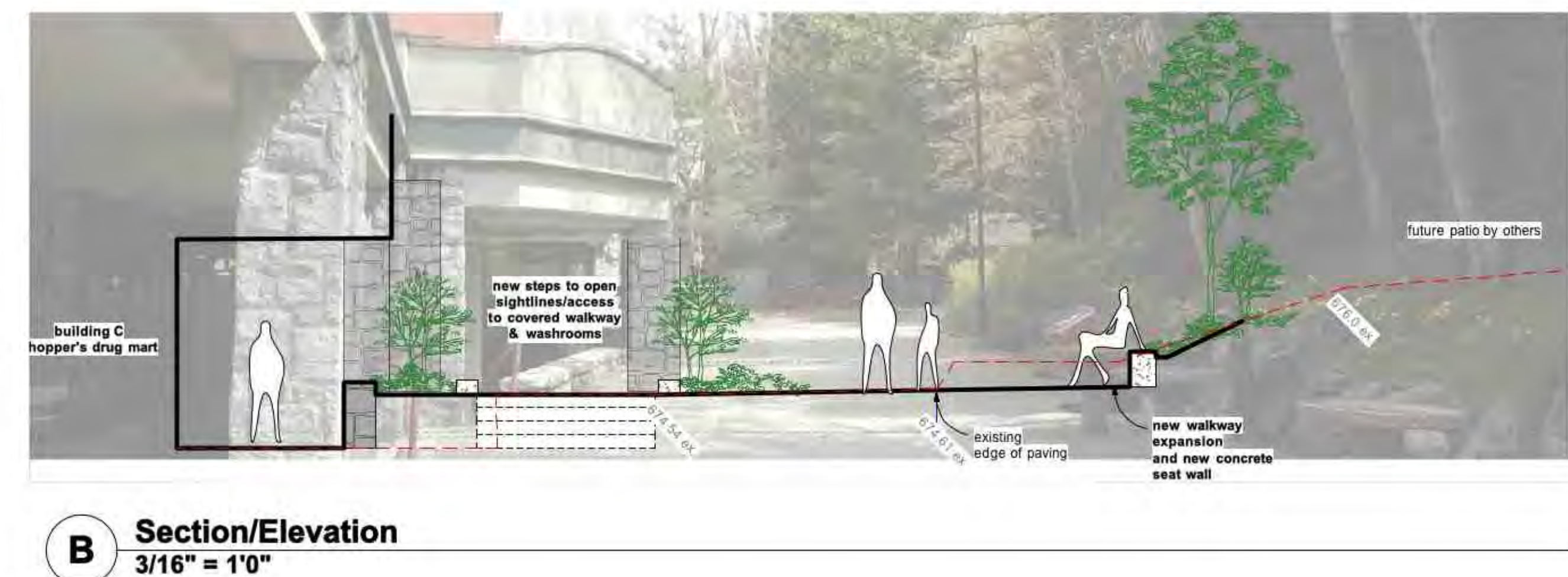
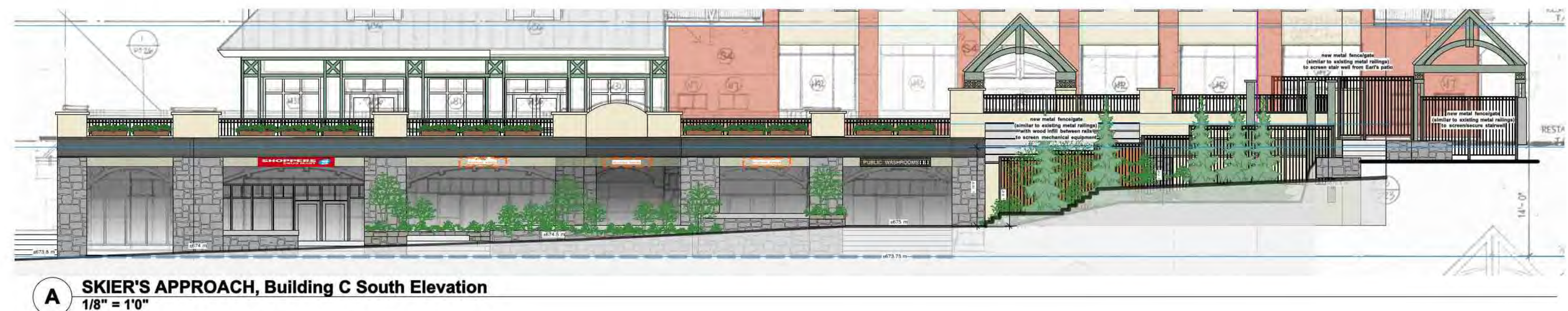
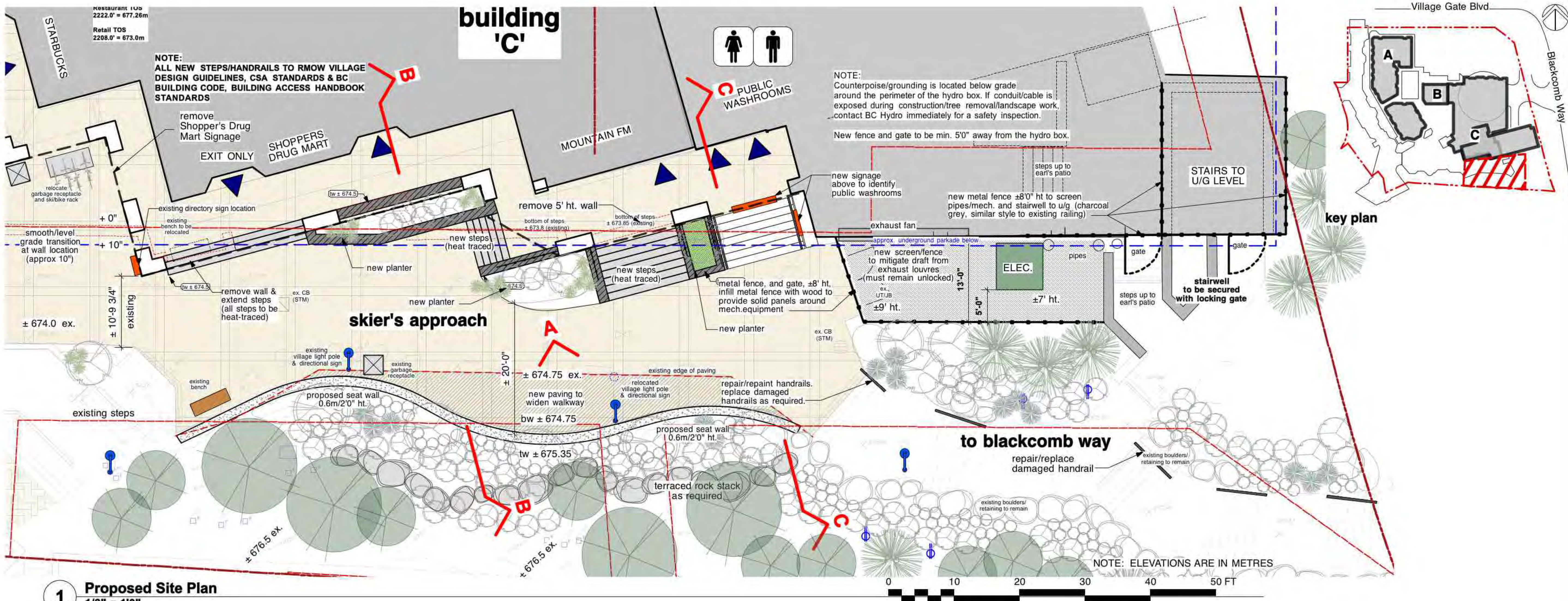
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VILLAGE COMMON





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Title  
**SKIER'S APPROACH**  
PROPOSED IMPROVEMENTS  
Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

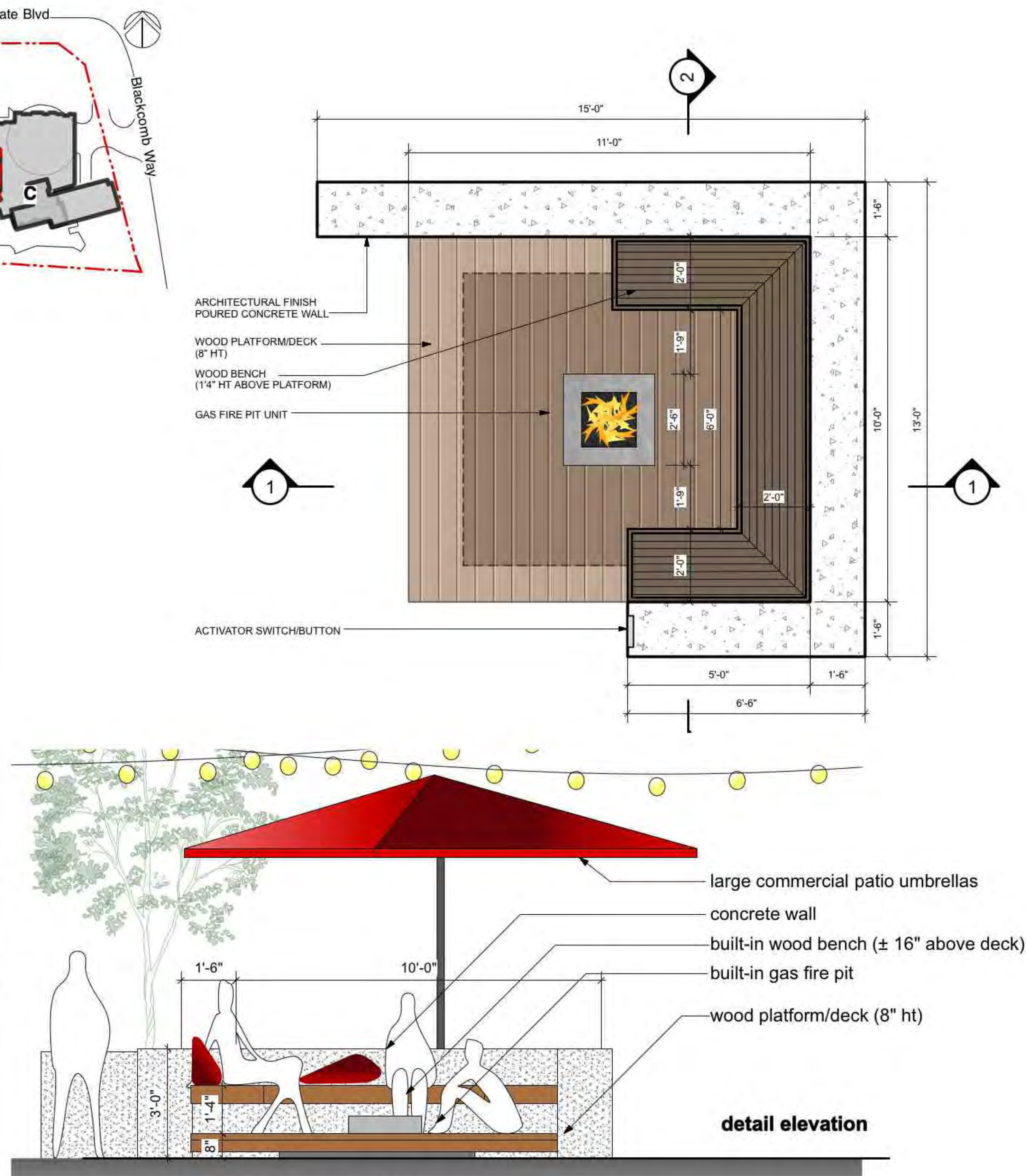
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L-1.5 COURTYARD/BUILDING B STOREFRONT



**2 Detail : Seating/Lounge Areas**  
1/2" = 1'0"



**b** **Building B, West Elevation**  
3/16" = 1'0"

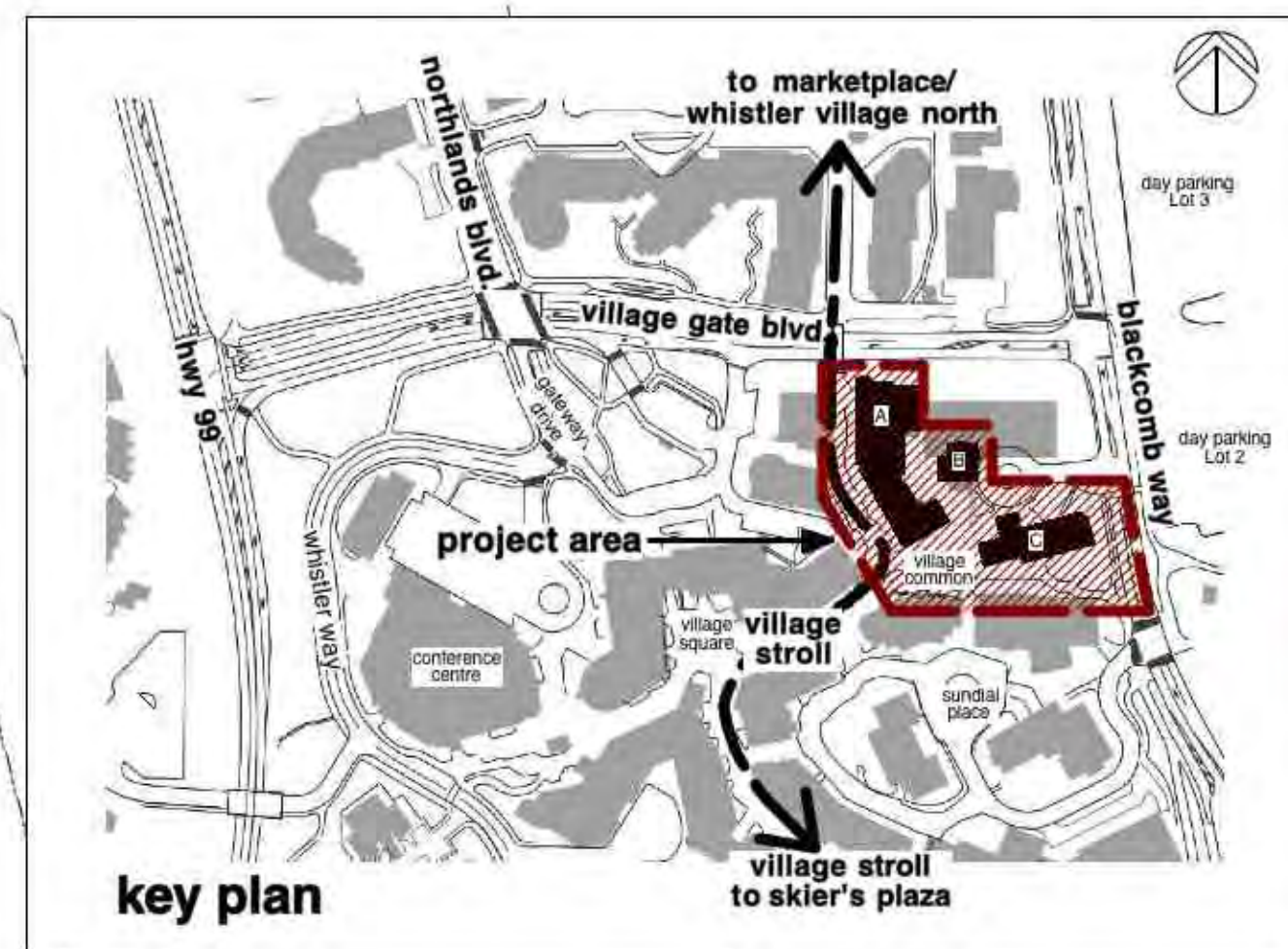
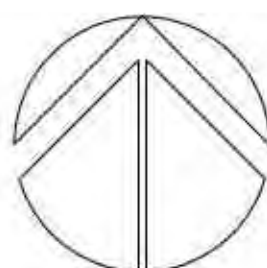
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ISSUED FOR REVIEW	APR. 05/16
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key plan

**Landscape Notes:**

1. All landscape plant material and landscape installation to BC Landscape Standards. See itemized Plant List.
2. All landscape construction to conform to the current edition of the BC Landscape Standards. Maintain a copy on site.
3. Irrigation system to be installed to the current edition of IABC available at: <http://www.irrigationbc.com>. Maintain a copy on site.

**General:**

Add new plant material to update/refresh existing planters. New planting to include material that has year round interest (evergreen groundcovers, grasses, repeat blooming, fall colour, bark colour/texture, etc), is hardy and adaptable to "planter" conditions. Use a distinct "plant palette" to define different zones/feature areas.

**VILLAGE STROLL LANDSCAPE**

- final quantities to be determined with detailed inventory of existing plant material
- existing plant material in good condition to be integrated into new planting design as noted, or transplanted to bank along Skier's Approach
- existing shrubs include: Purple Ninebark, Ivory Halo Dogwood, Barberry, Spiraea
- existing perennials include: Sweet Woodruff, Astilbe, Siberian Bugloss, dark orange daylilies
- existing spring bulbs to be saved/replanted

**VILLAGE COMMON/SKIER'S APPROACH LANDSCAPE**

- final quantities to be determined with detailed inventory of existing rock retaining & plant material along south property line
- existing plant material in good condition to be integrated into new planting design or transplanted on bank
- existing shrubs include rhododendrons, azaleas, quince
- existing spring bulbs to be saved/replanted

PROJECT: Whistler Village Centre					APRIL 5, 2016	
PLANTLIST (quantities for entire project)						
SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	NOTES
TREES						
Ac	3	Acer circinatum	Vine Maple (multistem)	1.5 m ht.		3 trunk min
AG	6	Acer ginnala	Amur Maple (multistem)	1.5 m ht.		3 trunk min
AR	5	Acer rubrum "Bowhall"	Bowhall Red Maple	5 cm cal.		
BJ	6	Betula jacquemontii	Himalayan Birch (multistem)	5 cm cal.		multistem
Po	6	Picea omorika	Serbian Spruce	3 m ht.		
Th	2	Tsuga heterophylla	Western Hemlock	5 m ht.		
Tm	10	Tsuga mertsiانا	Mountain Hemlock	1.5 m ht.		
SHRUBS						
aa	6	Amelanchier alnifolia	Serviceberry	1.5 m ht.		white
ca	55	Cornus alba "Ivory Halo"	"Ivory Halo" Dogwood	#2		
ma	29	Mahonia aquifolium 'Compactum'	Compact Oregon Grape Holly	#2		
pd	6	Physocarpus opulifolius 'Diabolo'	Diabolo Purple Ninebark	#2		
pp	30	Pinus mugo Pumilio	Dwarf Mugo Pine	#2		
rr	38	Rosa rugosa	Rugosa Rose	#2		white
GROUNDCOVERS						
a	100	Arctostaphylos uva-ursi	Kinnikinnik	SP3	30cm	
f	25	Polystichum munitum	Sword fern	SP3	30cm	
PERENNIALS						
bru	19	Brunnera macrophylla "Jack Frost"	Siberian Bugloss (variegated)	#1		blue
ech	60	Echinacea purpurea "Magnus"	Purple Coneflower	#1		pink
hos	21	Hosta "Great Expectations"	Great Expectations Hosta	#1		
leu	30	Leucanthemum max. 'Alaska'	Shasta Daisy	#1		white
nep	18	Nepeta x faassenii	Garden Catmint	#1		blue
rud	60	Rudbeckia fulgida "Goldsturm"	Black-Eyed Susan	#1		yellow
sal	18	Salvia "May Night"	May Night Salvia	#1		blue
GRASSES						
c	44	Calamagrostis x acutifolia "Karl Foerster"	Feather Reed Grass	#1		
h	44	Helictotrichon sempervirens	Evergreen Oat Grass	#1		
m	29	Miscanthus sinensis var. purpurescens	Purple Flame Grass	#1		
p	78	Pennisetum alopecuroides "Cassian"	Dwarf Fountain Grass	#1		

village stroll, 'A'  
planting plan  
see L2.1

Fountain  
Courtyard  
N.I.C.

Building 'B'

courtyard  
planting plan  
see L2.2

village stroll,  
planting plan  
see L2.1

Village  
Stroll

village common  
planting plan  
see L2.2

Building 'C'

skier's approach planting plan, see L2.3

Skier's  
Approach

Blackcomb  
Way

NOTE: ELEVATIONS ARE IN METRES

0 10 20 30 40 50 FT

Title

LANDSCAPE PLAN  
PROPOSED IMPROVEMENTS

Project

**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

**MURDOCH + COMPANY**  
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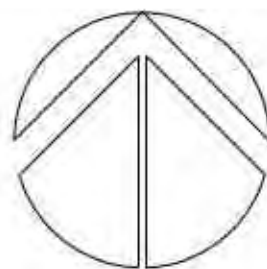
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PLANTING PLAN: Building A Village Stroll

PROPOSED IMPROVEMENTS

Project  
**WHISTLER VILLAGE CENTRE**  
WHISTLER, B.C.

MURDOCH + COMPANY  
ARCHITECTURE + PLANNING LTD.  
#106-4319 Main Street  
P.O. Box 1394  
Whistler, B.C. V0N 1B0  
Ph. 905-6992 Fax 905-6993  
e-mail: murdoch@telus.net

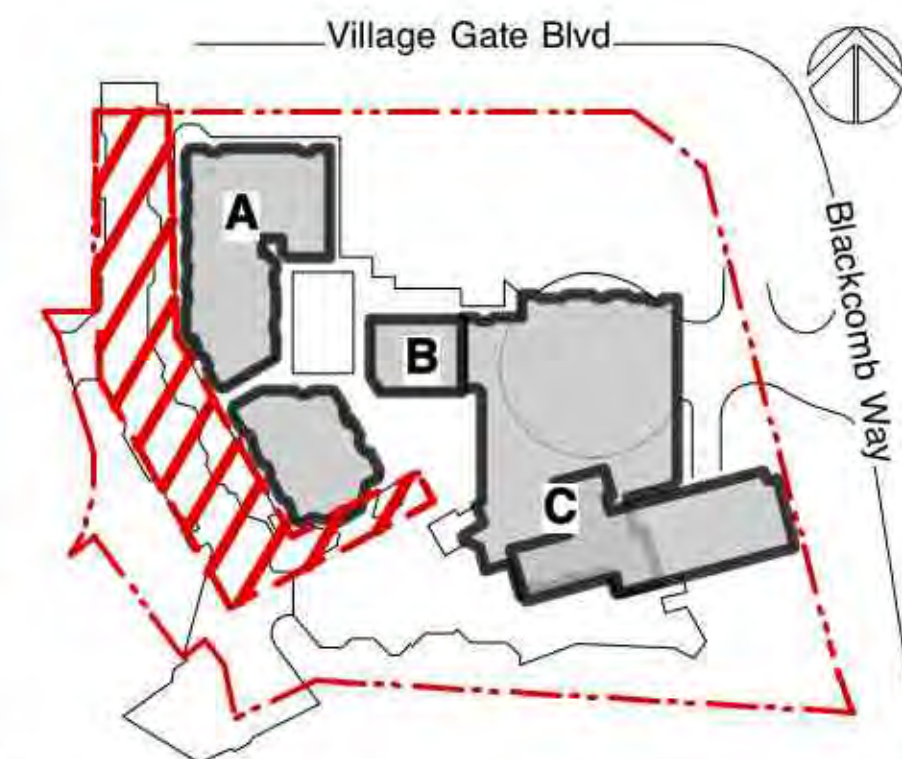
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BM 1/8" = 1'0"  
Project No: \_\_\_\_\_ Sheet No: \_\_\_\_\_  
14.03 **L-2.1**

PROJECT: Whistler Village Centre					APRIL 5, 2016
PLANTLIST (quantities for entire project)					
SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
TREES					
Ac	3	Acer circinatum	Vine Maple (multistem)	1.5 m ht.	3 trunk min
AG	6	Acer ginnala	Amur Maple (multistem)	1.5 m ht.	3 trunk min
AR	5	Acer rubrum "Bowhall"	Bowhall Red Maple	5 cm cal.	
BJ	6	Betula jacquemontii	Himalayan Birch (multistem)	5 cm cal.	multistem
Po	6	Picea omorika	Serbian Spruce	3 m ht.	
Th	2	Tsuga heterophylla	Western Hemlock	5 m ht.	
Tm	10	Tsuga mertensiana	Mountain Hemlock	1.5 m ht.	
SHRUBS					
aa	6	Amelanchier alnifolia	Serviceberry	1.5 m ht.	white
ca	55	Cornus alba 'Ivory Halo'	"Ivory Halo" Dogwood	#2	
ma	29	Mahonia aquifolium 'Compactum'	Compact Oregon Grape Holly	#2	
pd	6	Physocarpus opulifolius 'Diabolo'	Diabolo Purple Ninebark	#2	
pp	30	Pinus mugo Pumilio	Dwarf Mugho Pine	#2	
rr	38	Rosa rugosa	Rugosa Rose	#2	white
GROUNDCOVERS					
a	100	Arctostaphylos uva-ursi	Kinnikinnik	SP3	30cm
f	25	Polystichum munitum	Sword fern	SP3	30cm
PERENNIALS					
bru	19	Brunnera macrophylla "Jack Frost"	Siberian Bugloss (variegated)	#1	blue
ech	60	Echinacea purpurea "Magnus"	Purple Coneflower	#1	pink
hos	21	Hosta "Great Expectations"	Great Expectations Hosta	#1	
leu	30	Leucanthemum max. 'Alaska'	Shasta Daisy	#1	white
nep	18	Nepeta x faassenii	Garden Catmint	#1	blue
rud	60	Rudbeckia fulgida "Goldsturm"	Black-Eyed Susan	#1	yellow
sal	18	Salvia "May Night"	May Night Salvia	#1	blue
GRASSES					
c	44	Calamagrostis x acutifolia 'Karl Foerster'	Feather Reed Grass	#1	
h	44	Helictotrichon sempervirens	Evergreen Oat Grass	#1	
m	29	Miscanthus sinensis var. 'purpurescens'	Purple Flame Grass	#1	
p	78	Pennisetum alopecuroides "Cassian"	Dwarf Fountain Grass	#1	

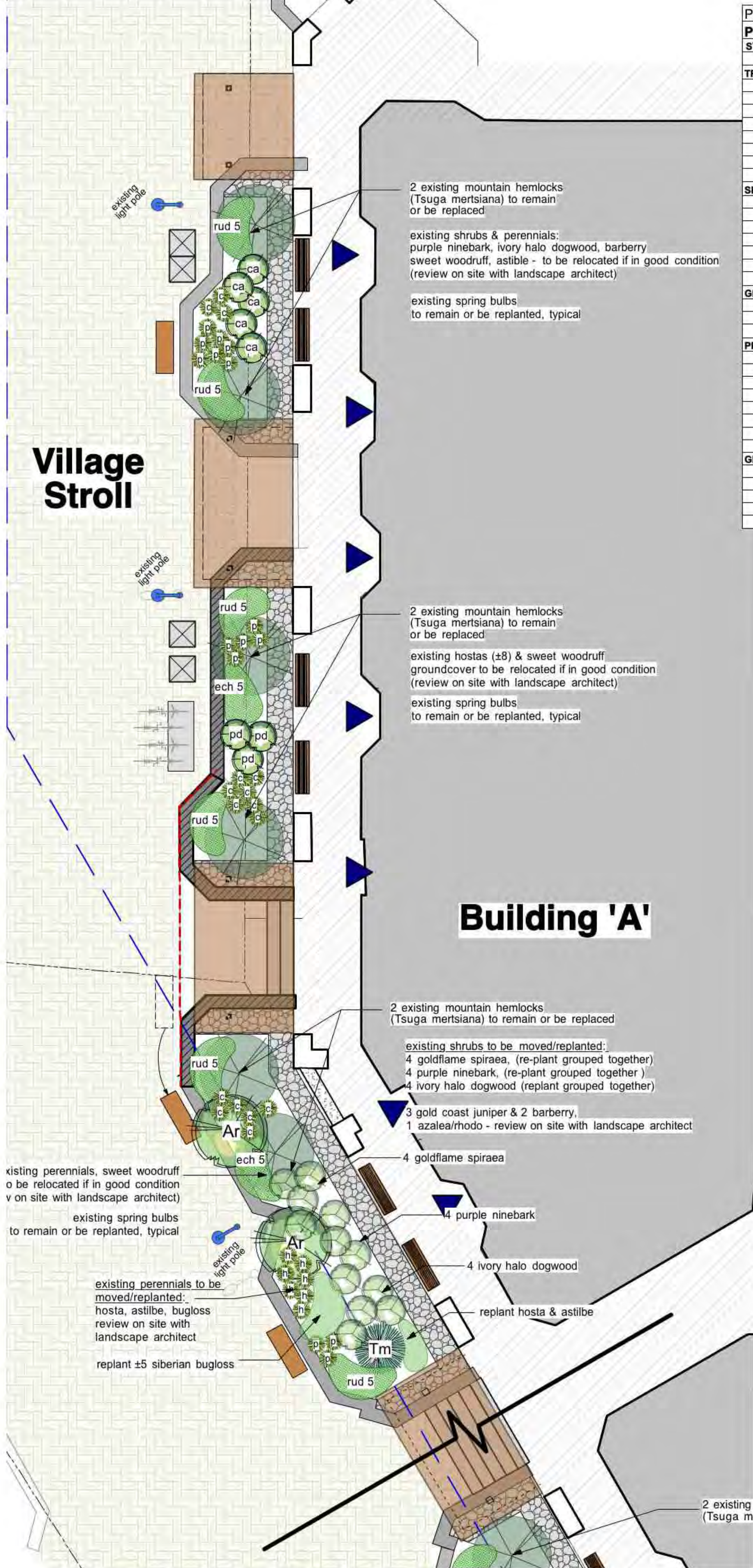
legend

- EXISTING PRECAST UNIT PAVERS
- EXISTING PRECAST UNIT PAVERS
- EXISTING RIVERSTONE DRIP STRIP
- EXISTING STONE PLANTER WALL
- NEW STONE PLANTER WALL CONSTRUCTION (TO MATCH EXISTING ON SITE)
- PROPOSED CONCRETE WALL, ARCHITECTURAL FINISH
- EXISTING BOULDERS/ROCK RETAINING
- PROPOSED BOULDERS/ROCK RETAINING (TO MATCH EXISTING ON SITE)
- EXISTING GRADE
- EXISTING CONIFEROUS/DECIDUOUS TREE
- PROPOSED CONIFEROUS/DECIDUOUS TREE
- PROPOSED SHRUBS
- PERENNIALS/GRASSES & GROUNDCOVERS
- BUILDING ENTRANCE



key plan

**Landscape Notes:**  
1. All landscape plant material and landscape installation to BC Landscape Standards. See Itemized Plant List.  
2. All landscape construction to conform to the current edition of the BC Landscape Standards. Maintain a copy on site.  
3. Irrigation system to be installed to the current edition of IIABC available at: <http://www.irrigationbc.com>. Maintain a copy on site.



NOTE: ELEVATIONS ARE IN METRES

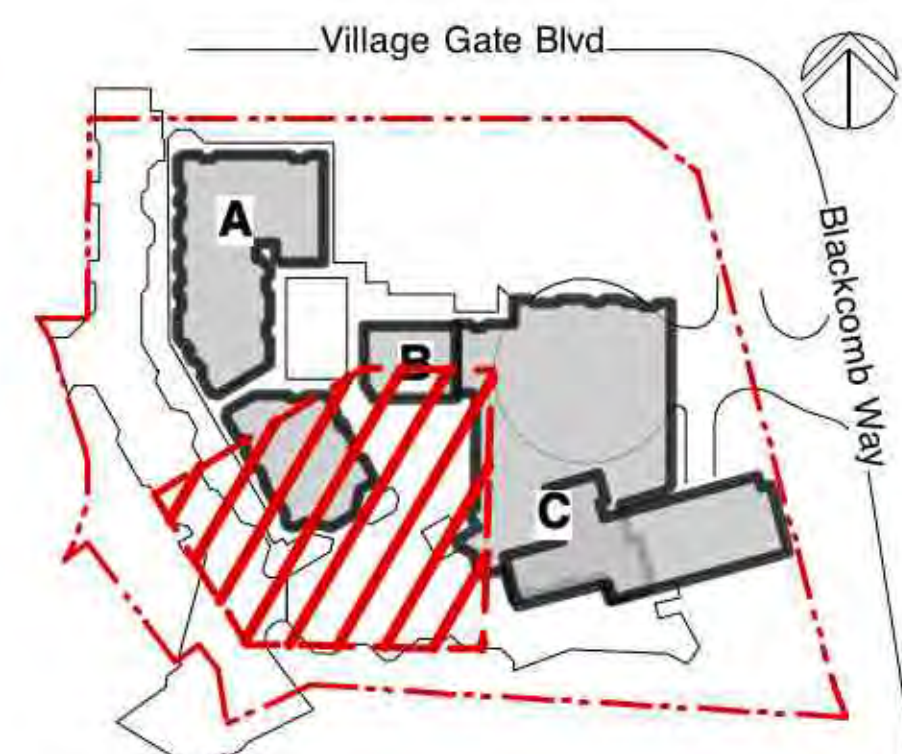




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Issued For: \_\_\_\_\_ Date: \_\_\_\_\_  
 ISSUED FOR REVIEW APR. 05/16  
 REVISED AS PER RMOW COMMENTS MAY 9 2016

No: \_\_\_\_\_ Revision: \_\_\_\_\_ Date: \_\_\_\_\_

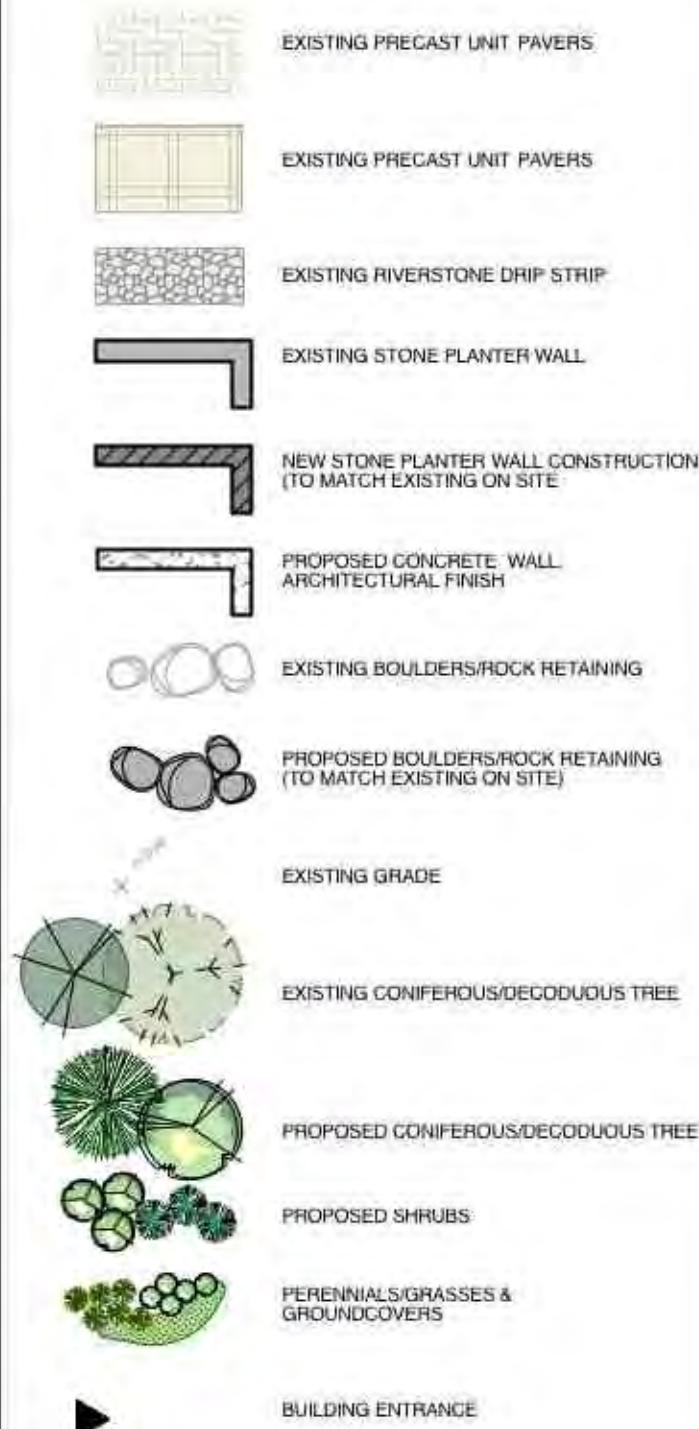


### key plan

#### Landscape Notes:

1. All landscape plant material and landscape installation to BC Landscape Standards. See itemized Plant List.
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### legend



### PROJECT: Whistler Village Centre

#### PLANTLIST (quantities for entire project)

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	NOTES
<b>TREES</b>						
Ac	3	Acer circinatum	Vine Maple (multistem)	1.5 m ht.		3 trunk min
AG	6	Acer ginnala	Amur Maple (multistem)	1.5 m ht.		3 trunk min
AR	5	Acer rubrum "Bowhall"	Bowhall Red Maple	5 cm cal.		
BJ	6	Betula jacquemontii	Himalayan Birch (multistem)	5 cm cal.		multistem
Po	6	Picea omarika	Serbian Spruce	3 m ht.		
Th	2	Tsuga heterophylla	Western Hemlock	5 m ht.		
Tm	10	Tsuga mertensiana	Mountain Hemlock	1.5 m ht.		
<b>SHRUBS</b>						
aa	6	Amelanchier alnifolia	Serviceberry	1.5 m ht.		white
ca	55	Cornus alba "Ivory Halo"	"Ivory Halo" Dogwood	#2		
ma	29	Mahonia aquifolium "Compactum"	Compact Oregon Grape Holly	#2		
pd	6	Physocarpus opulifolius "Diabolo"	Diabolo Purple Ninebark	#2		
pp	30	Pinus mugho Pumilio	Dwarf Mugho Pine	#2		
rr	38	Rosa rugosa	Rugosa Rose	#2		white
<b>GROUNDCOVERS</b>						
a	100	Arctostaphylos uva-ursi	Kinnikinnik	SP3	30cm	
f	25	Polystichum munitum	Sword fern	SP3	30cm	
<b>PERENNIALS</b>						
bru	19	Brunnera macrophylla "Jack Frost"	Siberian Bugloss (variegated)	#1		blue
ech	60	Echinacea purpurea "Magnus"	Purple Coneflower	#1		pink
hos	21	Hosta "Great Expectations"	Great Expectations Hosta	#1		
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<b>GRASSES</b>						
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h	44	Helictotrichon sempervirens	Evergreen Oat Grass	#1		
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NOTE: ELEVATIONS ARE IN METRES



Title

**PLANTING PLAN: Village Common**  
**PROPOSED IMPROVEMENTS**

Project

**WHISTLER VILLAGE CENTRE**  
**WHISTLER, B.C.**

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1/8" = 1'0"

Project No: \_\_\_\_\_

Sheet No: \_\_\_\_\_

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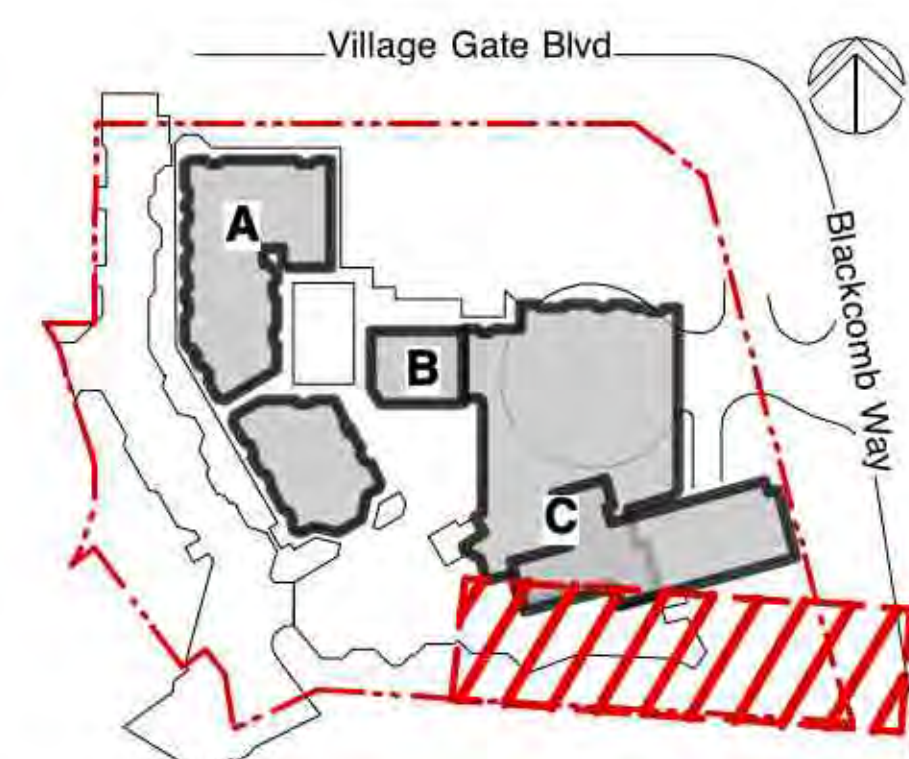
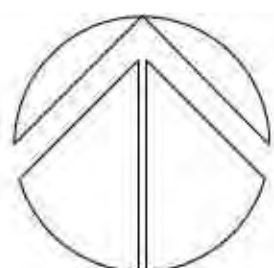
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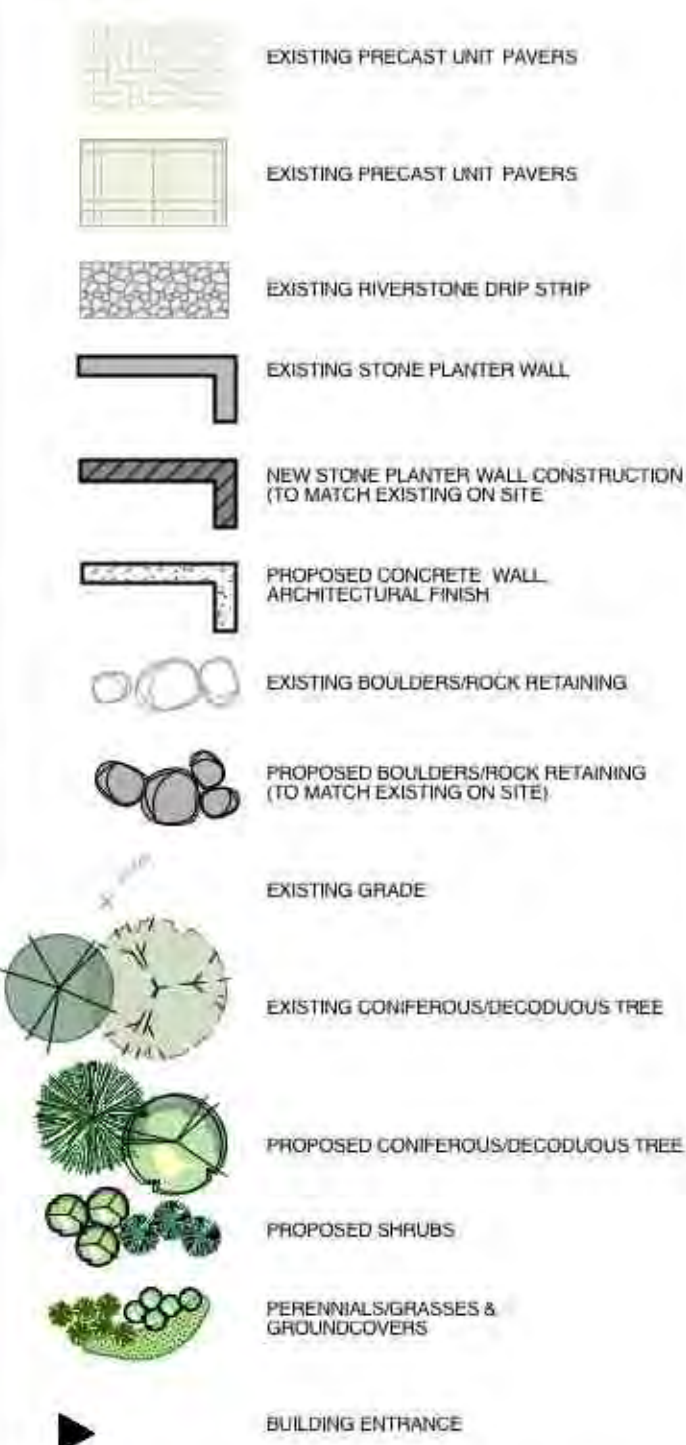
key plan

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PROJECT: Whistler Village Centre					
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m	29	Miscanthus sinensis var. purpureus	Purple Flame Grass	#1	
p	78	Pennisetum alopecuroides "Cassian"	Dwarf Fountain Grass	#1	

## legend



0 10 20 30 40 50 FT

NOTE: ELEVATIONS ARE IN METRES

Title

**PLANTING PLAN: Skier's Approach**  
 PROPOSED IMPROVEMENTS

Project

**WHISTLER VILLAGE CENTRE**  
 WHISTLER, B.C.

**MURDOCH + COMPANY**  
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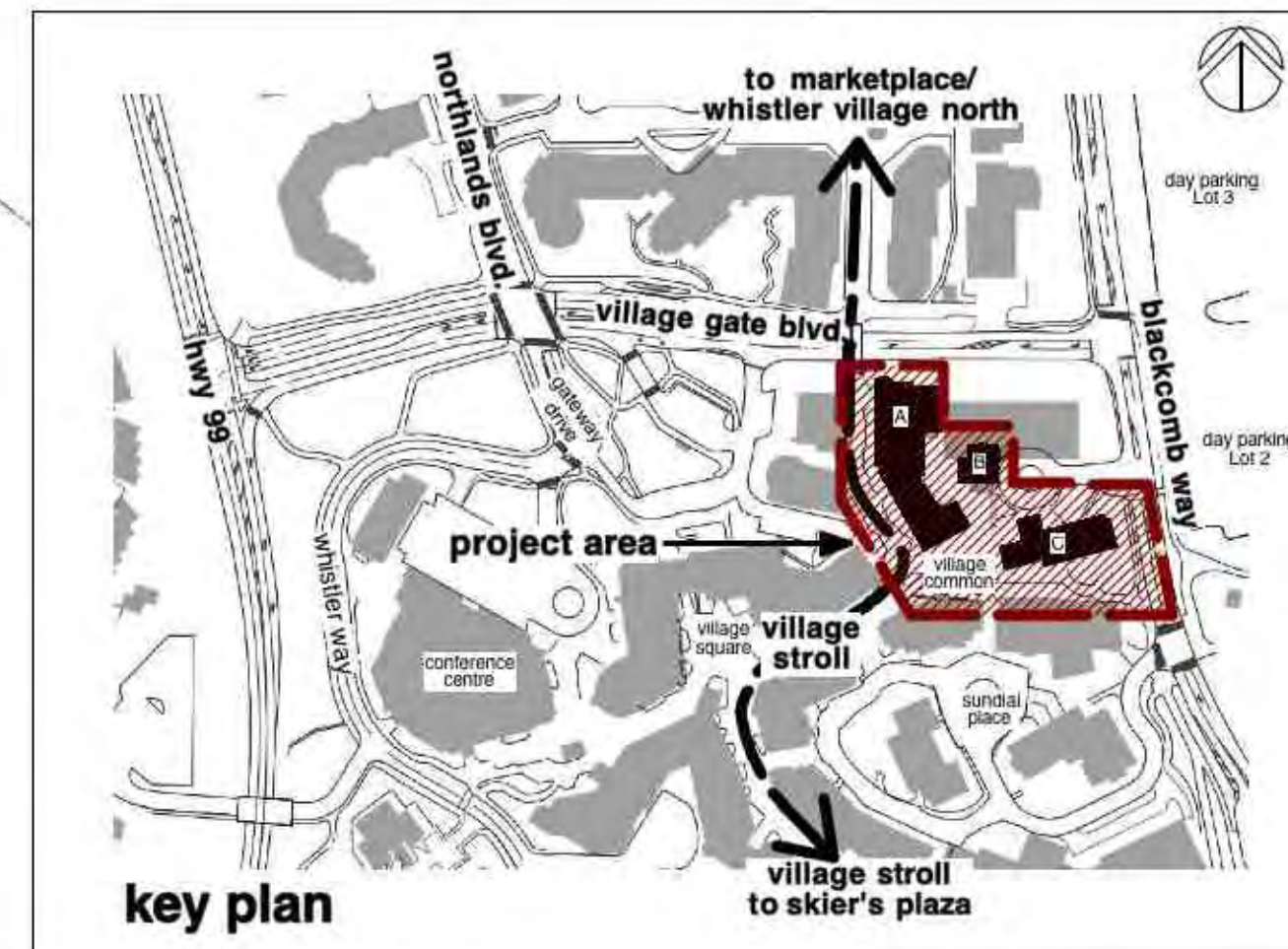
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Issued For:	Date:
CLIENT REVIEW	JUNE 25/15
ISSUED FOR ADP REVIEW	DEC. 29 2015
ISSUED FOR ADP REVIEW	FEB. 18 2016
REVISED AS PER RMOW COMMENTS	MAY 9 2016

No:	Revision:	Date:
1		



key plan

## SIGNAGE LEGEND

- A FACADE SIGNAGE LOCATION
- B PROJECTING SIGNAGE LOCATION
- C ARCADE/CEILING HUNG SIGNAGE
- D DIRECTORY SIGN LOCATION

## LIGHTING LEGEND

- EXTERIOR WALL SCONCE (COLUMNS/BUILDING); UPLIGHT/DOWNLIGHT
- EXTERIOR SIGN LIGHTING: SMALL ADJUSTABLE/GOOSENECK, EXACT NUMBER OF LIGHTS PER SIGN TO BE DETERMINED
- BULLET/UPLIGHT (CANOPY SOFFITS)

## LIGHTING NOTES:

• LIGHTING IMPROVEMENTS, LOCATIONS, AND FIXTURES TO BE REVIEWED AND SELECTED BY A LIGHTING CONSULTANT

• REPLACE EXISTING WALL SCONCE FIXTURES WITH NEW UPLIGHT/DOWNLIGHT TYPE FIXTURE

• INVESTIGATE THE OPPORTUNITY FOR SIGN LIGHTING ALONG VILLAGE STROLL (currently no lighting) I.E. RUN ELECTRICAL CONDUIT ALONG UNDERSIDE OF EXISTING "GREEN BAND", CONCEALED IN NEW TIMBER WORK/TRIM

• PROPOSED SIGNAGE LIGHTING, NEW "GOOSENECK TYPE FIXTURE

• CANOPY LIGHTING: SMALL BULLET FIXTURES TO WASH NEW TIMBER SOFFIT AND SIGNAGE

• ALL CONDUIT/WIRING TO BE CONCEALED

ALL VILLAGE LIGHT STANDARDS (BLUE LIGHT POSTS) TO BE RE-LAMPED WITH LED FIXTURES

## SIGNAGE NOTES:

• EXISTING TENANT SIGNAGE IS TO REMAIN, NEW LOCATIONS ARE PROPOSED.

• NEW SIGNAGE IS TO CONFORM TO VILLAGE SIGNAGE REQUIREMENTS AND RMOW SIGNAGE BY-LAWS. NEW SIGNAGE TO BE PART OF INDIVIDUAL TENANT IMPROVEMENTS AND NOT PART OF THIS SCOPE OF WORK.



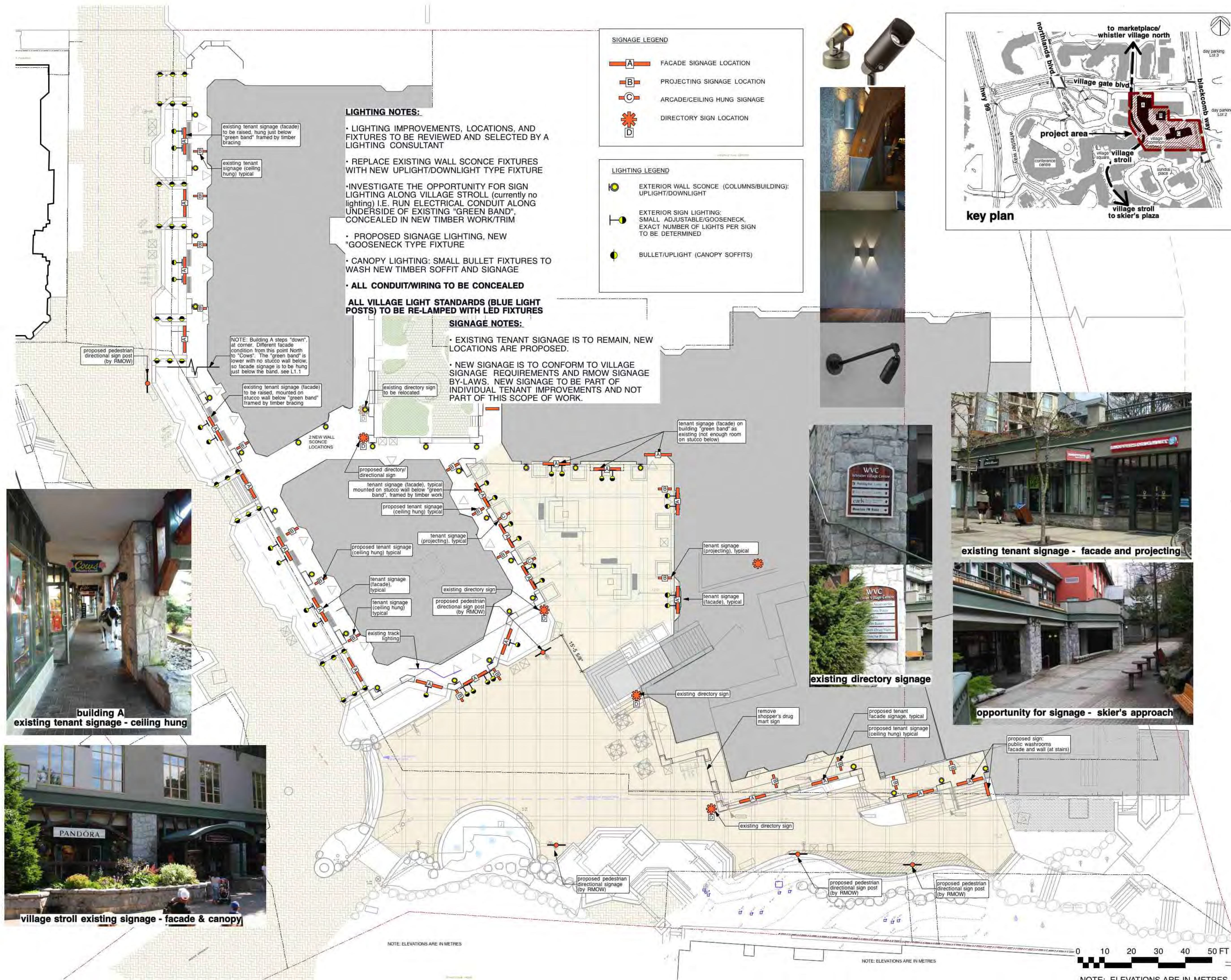
existing directory signage



existing tenant signage - facade and projecting



opportunity for signage - skier's approach

building A  
existing tenant signage - ceiling hung

village stroll existing signage - facade &amp; canopy

# SIGNAGE & LIGHTING LOCATION PLAN

## PROPOSED IMPROVEMENTS

### Project

# WHISTLER VILLAGE CENTRE

## WHISTLER, B.C.

**MURDOCH+COMPANY**  
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14.03

Sheet No:

L-3.0



and industrial functions of the building's design be either totally separated or more integrated to read as a more cohesive building.

2. The panel noted that there will be snow issues on the roof top patio; consideration should be given for shoveling the snow off and or de-icing.
3. The panel cautioned that if the exterior stairs are not covered there is potential for a lot of snow build up which could present safety issues.
4. There are opportunities for daylighting of the work spaces.
5. Soften the large walls with additional planting.

### **Materials, Colours and Details**

1. A panel member felt the large blade style address sign did not add anything to the building. Another panel member felt it was more functional than interesting and a successful solution for something mundane.

### **Universal Design**

1. The panel had concerns regarding surface treatment for parking and wheelchair accessibility and noted that wheelchairs do not work very well in gravel.

Moved by Duane Siegrist  
 Seconded by Pat Wotherspoon

**That** the Advisory Design Panel supports the project as presented and does not need to see this project return for further review; but the panel encourages the applicant to satisfy the Panel comments and continue to work with staff considering that this project is 'setting the stage' for future phased design work to follow. There is a need to resolve the upper floor's building form and integration to the roof deck, to soften the appearance of the large facade, to provide a stronger integration to the ground plane / site, and to design identifiable permanent building signage.

CARRIED.

*The applicant team left the meeting.*

Whistler Village Centre  
 4295 Blackcomb Way  
 1<sup>st</sup> Review  
 File No. DP1442

*The applicant team of Brent Murdoch and Jennifer Levitt, Murdoch & Company Architecture; Rick Amantea and Dino Lewis, Larco Whistler Village Centre entered the meeting.*

Melissa Laidlaw introduced the project for enhancements to the retail level and public spaces, and landscape alterations at Whistler Village Centre.

Brent Murdoch introduced the applicant team and advised on the following.

1. The existing building was built approximately 22 years ago. It is a significant site. The building is heavy, robust and castle-like, however it is starting to show its age. The retail component has changed and the landscaping has matured.
2. It is still one of the most significant pedestrian routes into Whistler Village from the Day Skier parking lots.
3. The building owner wishes to improve their product, sight lines, visibility and make esthetic updates.
4. Update 3 key areas:

#### Village Stroll

- Introduce an additional entry point,
- removal of some trees, some of the conifers have outgrown the planters.

#### Village Common

- Seems a bit of a missed opportunity, there is currently intermittent programming.

#### Courtyard

- The area is dark and has always been a tough sell from a retail perspective,
- how do we enliven, animate and make it a people space; make it more prominent.

5. Reduce the heaviness of the wood trestles, propose a more refined bracketing detail.
6. General de-clutter.
7. Clad existing canopies with smaller timber materials and give more refinement.
8. Lift up signage so that sight lines to the retail are improved and give the retail an identity and a presence.
9. Proposing upgrades to lighting, landscaping.
10. Village Common water feature – propose a crisper more urban edge, introduce lighting and allow people to sit there, add stepping stones, take your shoes off and put your feet in the water, add mobile furniture pieces.
11. Remove heaviness of the bridge, go to a smaller lower scale that integrates with the totem.
12. Propose a finer scale of landscape and treatment for Skiers Approach. Shape and contour so that it feels more fluid and encourages a more desirable pedestrian path.
13. The courtyard space has not been successful, there is not a lot going on, no animation, it is hidden behind existing planters. The proposal is to create a living room and lounge quality space, a chic urban identity. Add cast in place low slung concrete benches and tables for casual seating around gas fire pits, colourful umbrellas, and greenery around the perimeter. String overhead lights to give a sense of celebration, a sense of night time fun, a place to go and sit outside after the movies. Take advantage of this space and animate it.

The panel felt that this is a very good renovation project and offers the following comments.

#### Site Context and Landscaping

1. The panel generally supports the proposed update and introduction of more simplicity to reduce visual clutter.
2. The panel supports removal of some of the existing plant material and felt that further review of the proposed planting design is required.
3. A panel member suggested reviewing a potential opportunity to remove the stairs at Skier's Approach and replace with a 5% grade accessible ramp.

#### Form and Character

1. The panel recommends the applicant complete a shadow analysis to further understand where people want to sit/assist with programming of the spaces.
2. The panel felt it is important to maintain an identity and uniqueness for the plazas, and create a sense of place.
3. There is an opportunity to introduce more art/ public art.
4. Trellises and a mix of canopies could be used.

### **Materials, Colours and Details**

1. The panel encourages the use of wood benches.
2. The panel recommends introducing more light and lighting and more visible signage.
3. There is an opportunity to upgrade public washrooms.

Moved by Duane Siegrist  
Seconded by Tony Kloepfer

**That** the Advisory Design Panel supports the project as presented and recommends that the applicant continue to work with Staff based on Panel's comments to continue strengthening the identity and longevity of the plaza by 'place-making'. The spaces between the buildings can further be benefitted by incorporating public art, play spaces, water features, signage, adding planting, using wood materials and outdoor lighting, all based on a sun shade solar and a site line study.

CARRIED

*The applicant team left the meeting.*

### **ADJOURNMENT**

Moved by Duane Siegrist

**That** Advisory Design Panel adjourn the March 16, 2016 committee meeting at 4:44 p.m.

CARRIED

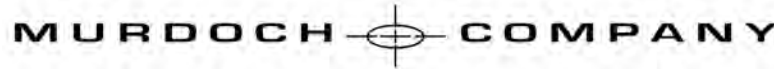
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CHAIR: Duane Siegrist, Architect AIBC

---

SECRETARY: Melissa Laidlaw





May 9, 2016

**Resort Municipality of Whistler**

4325 Blackcomb Way  
Whistler, BC  
V0N 1B4

**Attn: Melissa Laidlaw, Senior Planner**

**Re: DP 1442 Whistler Village Centre, Green Building Policy G-23 Narrative**

Murdoch & Company has been retained to design the improvements to the exterior and landscape for Whistler Village Centre (including Village Stroll, Village Common and Skier's Approach areas of the village).

The following narrative defines the steps taken to ensure that the proposed improvements is constructed in such a way as to align with as many Whistler Green principles as possible.

**Site and Landscape;**

- Existing trees are being retained to the greatest extent possible. Trees being removed are ones that have become a hazard, overgrown their location, or in poor condition, and will be transplanted as appropriate.
- Existing soils are to be retained and amended with mulch, compost and other amendments.
- Pre-development hydrology/stormwater management is being maintained due to the Flood Covenants on title.
- Regionally appropriate, hardy, drought tolerant species are proposed for new planting
- Light pollution: New fixtures to be efficient in lighting corridors and minimize light pollution. New light features are limited to low-light "decorative" LED accents, that are shielded/angled and close to the ground.
- Solar Access: the proposed design is in accordance with the Whistler SAPG, and enhancing the areas described in the report.
- Other items are not applicable to the scope of work.

**Energy**

- Generally not applicable.
- proposed light fixtures are to be upgraded to energy efficient LED lamps, including the Village light posts

**Water;**

- Existing irrigation system components that are in good condition will be retained, and components that need to be replaced will be high efficiency/low water. All new irrigation to be high efficiency and reduce potable water use. Drought tolerant species are also proposed in the new planting to reduce/minimize watering needs once established.
- planting areas to be mulched
- Other items are not applicable to the scope of work.

**Indoor Environment;**

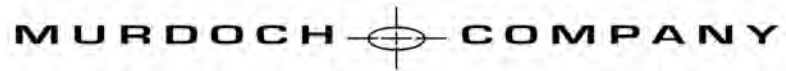
The scope of work focuses on the exterior and landscape, limits the applicable targets in this category.

**Materials;**

- Materials will be reused to the greatest extent possible: existing planting to be transplanted, stone removed from planter walls to be reused to build new planters, paving stones removed to be reset/relocated, existing boulders/rock retaining to be reused.
- Existing canopies have been retained and will be refinished (rather than construct new canopies)
- Certified sustainably harvested wood to be incorporated.

**Waste;**

While we expect very minimal construction waste, we will endeavour to calculate construction waste by volume.



**Owner and Public Education & Innovation;**

Neither of these two categories contains any applicable targets.

While a large amount of targets are not applicable to the construction of the proposed exterior improvements, where we can, we have strived to adhere with the Whistler Green principles.

Respectfully

A handwritten signature in black ink, appearing to read "B. Murdoch", followed by a period.

Brent Murdoch MAIBC, BCSLA  
Murdoch + Company Ltd.

Brent Murdoch  
 Murdoch & Company Ltd.  
 PO Box 1394  
 106 – 4319 Main St.  
 Whistler BC V0N 1B0

May 17, 2016

**RE: DP001442 - 4295 BLACKCOMB WAY**

The following provides a list of outstanding items to be provided and reviewed to the satisfaction of the General Manager of Resort Experience as a condition of development permit approval.

1. A lighter colour should be considered for the timber soffit battens on the canopy ceilings.
2. Provide a detail of new concrete/wood benches to replace timber snow guard. Benches need to be continuous column to column and bench tops need to be wood or approved wood alternative.
3. Show handrails on all stairs and provide a handrail detail to CSA Standard.
4. Provide a detail for task lighting for proposed business signage on building.
5. Provide a detail of all new planter walls and bridge walls. All fixed planter walls to be stone finish.
6. Detail how public art will be incorporated to assist to create an identify/uniqueness/sense of place.
7. Detail one of the seating/lounge areas to be accessible.
8. Relocated some of the proposed planters in the courtyard so that they are in front of the building column and not in front of storefront windows.
9. Provide existing and proposed plaza grading information where existing stone seat wall is proposed to be removed at the southwest corner of Building C. Label proposed cross slopes and running slopes.
10. Pond stepping stones should be continuous around back rather than awkward dead end.
11. Provide more accurate information on existing and proposed grades where the walkway is proposed to be widened through Skiers Approach and clearly label sections. Provide 1 additional section where wall is pulled back the most.
12. Further refine the planting plan to eliminate gaps, add additional colour and screening in select locations, ensure shade tolerant species in shady locations, and fix inconsistencies between plant labels and plant list.
13. Provide a composite servicing plan identifying the location of all existing utilities and overlay this information onto existing and proposed development plans. No walls or foundations permitted within 1.5 metres of existing RMOW services.
14. Submit a landscape estimate prepared by a landscape architect for the hard and soft landscaping. Provide a letter of credit in the amount of 135% of the approved landscape estimate as security for completion of the works.
15. Adhere to the Whistler Village Construction Management Strategy including provision of a construction site management plan, pre-construction meeting, good neighbor agreement and construction sign posted during construction.



16. Provide 1 full size hard copy and 1 pdf of the architectural plans and details for development permit issuance.

Regards,

A handwritten signature in black ink, appearing to read "Melissa Laidlaw".

Melissa Laidlaw  
Senior Planner, Planning



## REPORT | ADMINISTRATIVE REPORT TO COUNCIL

**PRESENTED:** May 17, 2016

**REPORT:** 16-063

**FROM:** Resort Experience

**FILE:** DP 1487

**SUBJECT:** DP 1487 - 4333 SUNRISE ALLEY - PANGEA POD HOTEL DEVELOPMENT

### COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

**That** the recommendation of the General Manager of Resort Experience be endorsed.

### RECOMMENDATION

**That** Council approve the issuance of Development Permit DP 1487 for exterior renovations to the Whistler View building, as per the site and architectural plans A001 – A700 prepared by Bricault Design, dated May 2, 2016, attached as Appendix B to Council Report No. 16-063, subject to the resolution of the following items to the satisfaction of the General Manager of Resort Experience:

1. Registration of an amendment to covenant no. H40053, to require that all development be constructed according to the site and architectural plans prepared by Bricault Design (drawing no. A001 – A700), dated May 2, 2016;
2. Registration of an easement agreement for the proposed canopy, entry stairs, and window trim to be constructed on or over municipal property;
3. Work with staff to finalize the colour scheme for the exterior of the building;
4. Work with staff to design and install landscaping in the renovated planters on the north side of the building, at the cost of the land owner;
5. Provision of a letter of credit, or other approved security, in the amount of 135 percent of the costs of the hard and soft landscape works as security for the construction and maintenance of these works;
6. Adherence to the Whistler Village Construction Management Strategy including provision of a construction site management plan, good neighbor agreement, and construction sign posted during construction.

**That** Council authorize a variance to Zoning and Parking Bylaw 303 to permit a reduction in parking spaces at Whistler View by four spaces, and waive the fee in lieu; and further,

**That** Council authorize the Mayor and Municipal Clerk to execute the aforementioned legal documents.

### REFERENCES

**Owner/ Applicant:** OWNERS STRATA PLAN VR 963 (Pangea Global Enterprises Inc.)

**Location:** 4333 Sunrise Alley

**Legal Description:** STRATA LOTS 1-9, DISTRICT LOT 1902, STRATA PLAN VR 963, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT

**Zoning:** CC1

**Appendices:** A – Pangea Pod Hotel - Site and Architectural Plans

## B – April 20, 2016 Advisory Design Panel minutes

### PURPOSE OF REPORT

This report seeks Council's approval of Development Permit DP 1487, an application for exterior improvements to the Whistler View building at 4333 Sunrise Alley in Whistler Village.

The development permit is subject to Council approval as proposed exterior improvements occur on multiple sides of the building and include additions greater than 20 square metres in floor area.

### DISCUSSION

Whistler View, the subject property, is located at the intersection of the Village Stroll and Sunrise Alley, above Carlsberg's (see Appendix A for the location map). On December 16, 2014 Council approved redevelopment of the property as a pod hotel, subject to modification of a covenant on title and further detailed design. The covenant modification was registered in September 2015, and this development permit application was submitted in January 2016. The following exterior improvements are proposed:

Entry - The hotel is accessed off of Sunrise Alley on the north side of the building. The existing entryway is non-descript and somewhat hidden from pedestrians on the Stroll. Renovations proposed for the entryway include a new sliding door, canopy, louvers, lighting, and signage. The 2.44 m covered walkway width is retained. The entry stairs are to be widened and extended into Sunrise Alley (onto municipal property, but not infringing on the 6-meter fire lane width). New handrails are proposed for the entry way, and the existing outdated wooden railings will be removed from other areas of the ground floor. (These wooden railings are not required under the BC Building Code, as the distance from the walkway to grade is well under 60 cm.)

Landscaping – The municipally-owned planters near the hotel entrance will be renovated. The small planter on the east side of the stairs will be expanded and the large planter on the west side will be cut back. 88% of the total planter space will be retained under the proposal. Staff recommend that the applicant work with Parks staff to design and install suitable landscape material.

Façade – Juliette balconies and new glazing will be installed on the second floor of the building. The new glazing will be inset approximately 12 inches to add depth and interest to the façade. The single hung windows will slide down vertically to open the café space to the outdoors in warm weather. The proposed design allows for additional interior space for the café and sleeping pods, and replaces the small angular balconies with a more functional floor plan. Due to structural issues, the three rear balconies will receive a slightly different treatment - the trim will be designed to extend from the window opening four inches, giving a total relief of 6 inches.

Third floor balconies are retained in their existing form. Individual sign permits will be required for all proposed signage in accordance with Whistler's Sign Bylaw.

Materials and Colour – The existing cedar shingle roofing and wooden siding and fascia are to be retained, or selectively replaced with the same materials. The siding and trim will be repainted. Signage, window openings, and railings will be finished in a warm bronze-coloured anodized aluminum.

The colour scheme proposed is slightly darker than recommended by the Whistler Village Colour Guide. The applicant has committed to working with staff to fine tune the colours to be consistent with the Whistler Village Colour Guide and compatible with neighbouring buildings.

### **Advisory Design Panel Review**

The proposal was reviewed by the Advisory Design Panel in April 2016. The following is a summary of the key comments received from the Advisory Design Panel:

- a. The design was generally supported,
- b. A plan landscaping should be developed,
- c. The railings on the first floor should be reviewed to ensure they complement the new renovations,
- d. The proposed colour scheme (dark grey with black and bronze trim) was deemed inconsistent with the guidelines (slightly too dark), and,
- e. Accessibility was raised as an issue to be reviewed by staff.

The minutes of the Advisory Design Panel meeting are attached as Appendix B. The applicant has addressed Panel's comments to the satisfaction of staff:

1. The old wooden railing on the ground floor was removed from the plan. It is not required by the BC Building Code as the distance from the walkway to grade is less than 60 cm. The walkway will be left open, allowing for greater visibility to and from the Stroll.
2. A landscape plan will be developed in conjunction with staff.
3. Additional work on the colour scheme is underway.
4. The issue of accessibility was addressed in the report presented to Council on December 16, 2014, and the covenant modification registered in September 2015. The installation of an elevator to improve accessibility is not feasible in this building due to the first floor layout. The elevator is not mandatory under the BC Building Code given the scope of renovations.

### **WHISTLER 2020 ANALYSIS**

<b>W2020 Strategy</b>	<b>TOWARD Description of success that resolution moves us toward</b>	<b>Comments</b>
<b>Built Environment</b>	Building design, construction and operation is characterized by efficiency, durability and flexibility for changing and long-term uses.	The proposed renovations reflect flexibility for changing and long-term uses.
<b>Economic</b>	Locally owned and operated businesses thrive and are encouraged as an essential component of a healthy business mix.	The renovations support the financial viability of a locally owned business.
<b>Energy</b>	The energy system is continuously moving towards a state whereby a buildup of emissions and waste into air, land and water is eliminated	New windows and appliances will be installed, improving the energy efficiency of the building.
<b>Finance</b>	Financial principles, practices and tools employed by both the public and private sectors encourage behavior that moves Whistler toward success and sustainability.	The proposed renovations will enhance the financial success and sustainability of the business, and thus Whistler.
<b>Visitor Experience</b>	The resort is comfortable, functional, safe, clean and well-maintained.	The proposed renovations will update the façade and enhance the appearance of the building.

W2020 Strategy	AWAY FROM Description of success that resolution moves away from	Comments
<b>Health &amp; Social</b>	Whistler is accessible and inclusive for community members and visitors with disabilities.	The ground floor layout makes elevator access unfeasible, limiting the accessibility of this building.
<b>Built Environment</b>	The built environment is safe and accessible for people of all abilities, anticipating and accommodating wellbeing needs and satisfying visitor expectations.	"

## OTHER POLICY CONSIDERATIONS

### *Zoning Analysis*

The property is zoned Core Commercial One (CC1). With the exception of parking, the proposal meets all regulations of the Zoning Bylaw. Tourist accommodation is a permitted use in this location, and there is no proposed increase in the gross floor area.

*Parking* – Whistler View currently provides nine standard underground parking stalls and one loading bay. The uses permitted by Council in December 16, 2014 (accommodation, café, and licenced lounge) require 13 stalls, one being accessible, and one loading bay. The applicant indicates that the primary user group of the pod hotel will be single travelers arriving in Whistler via transit, and will therefore not require additional parking beyond that which is already provided. A parking management plan has been requested. A booking system that tracks parking availability can be implemented.

Zoning and Parking Bylaw 303 states that the Municipality will accept a \$20,000 payment in lieu of a parking space. As this payment, or the additional parking stalls, were not required as part of the 2014 Council decision to allow for the change in use, staff recommend that the fee be waived and a four stall parking variance be approved. There is a precedent for waiving the \$20,000/stall fee (Executive Inn, 2009, Report No. 09-086). The Executive Inn was permitted to remove a parking stall without paying the fee in order to accommodate an elevator to the parking level of the building.

### *OCP Development Permit Area Guidelines*

The property is located within Development Permit Area #1 – Whistler Village and is subject to development permit approval and guidelines for the form and character of development, protection of development from hazardous conditions and protection of the natural environment. The applicable guidelines are contained within the Official Community Plan.

DPA #1 Guidelines	Comments
5.4.1(a) The buildings shall contribute to the image of a cohesive village, yet still express individuality through the incorporation of consistent elements into all new buildings (i.e. scale, form, materials, covered arcades, landscaping, and street furnishings).	The overall massing of the building will not change.
5.4.1(b) The buildings and development in the Village shall continue the prominent pedestrian orientation and provide open space amenities (i.e. solar exposure, outdoor seating, activity areas, and site features).	Operable windows face onto the Stroll. All third floor balconies will be retained.



5.4.1(d) Landscaping and screening elements such as seating, lighting, planter design and plant types must be able to withstand Whistler's harsh climatic conditions and be coordinated with adjacent landscaping.	Resilient planting material will be selected.
5.4.1(e) Roof design must establish effective snow management and have a sloped appearance. All pedestrian and vehicle access points must be protected from snow shed and ice accumulation.	The slope of the primary roof will not change. The new entryway will have a canopy to protect pedestrians from falling snow.
5.4.1(f) Building materials must be sufficiently durable and shall be detailed to withstand Whistler's harsh climate. Materials including stone, wood, acrylic stucco and treated/textured concrete are appropriate. Building colours shall be in accordance with the guidelines contained within the Whistler Village Colour Guide. In general, muted tones or shaded tints that are drawn from Whistler's surrounding natural environment are appropriate. Building materials and colours must also be complementary to neighbouring buildings.	<p>The existing wood siding and cedar shingle roofing materials are to remain or be selectively replaced.</p> <p>The new light bronze anodized aluminum louvers, signage, and railings introduce a new texture to the building and neighbourhood, which predominantly uses stone and wood accents. The aluminum has a contemporary look and will add interest to the building.</p> <p>The grey background colour is slightly darker than what is recommended in the Whistler Village Colour Guide. The applicant has committed to reviewing this with staff.</p>

### ***Whistler Village Design Guidelines***

<b>Guidelines</b>	<b>Comments</b>
<b>4.3 LIGHTING</b> Illumination levels should be of sufficient intensity to provide security but not over-power the nightscape. Illumination should be low level and low glare.	New lighting in the entryway will be subtle and directed downward.
<b>4.4 SIGNAGE</b> Signage should be low key and co-ordinated with the architectural features and finishes of each building. "Character" signs illustrating the products or services offered are encouraged. Front lighting of signs is encouraged, although some limited back lighting is permitted.	The bronze coloured signage coordinates with trim elements on the building. The primary signage is halo lit.
<b>4.5 NOISE CONTROL</b> 3. Entries and windows must be designed to limit noise escaping to the street. In addition to vestibule entries, no operable windows are permitted facing a public street or mall, except for class B licenses (restaurants) or unlicensed premises.	The operable windows off of the licensed lounge area on the second floor were arrived at through discussions with staff as a means of replacing the second floor balconies.
<b>5.2. PEDESTRIAN LEVEL DESIGN</b> 1. The walkway should have a varied width. Distance between building face and walkway edge is to be an average of 2.4 metres in width; 1.8 metres minimum clear width and 3.0 metres minimum clear height. Doors shall not swing into this required width.	This guideline has been met by the proposed entryway design.
<b>4. Façade design requires variety, scale and modulation</b> Create pedestrian interest with use of scale and modulation in the placement and detailing of elements such as bay windows, street furnishings, entrances, lighting and graphics. Glazing is to be broken up into	The renovated entryway will contribute to variety and modulation of the building.

small scale panes. Large panels of glazing and/or snap-in muntin bars are not acceptable. Design shop facades as individual entities, to strengthen their character and interest to the pedestrian. Continuous linear shop fronts are not acceptable	
<p>5.3. UPPER FLOOR DESIGN</p> <p>1. Facade elements must reflect "Village scale". Building facades must include architectural features including bay windows, balconies, dormers and facade detailing as textural elements which strengthen the Village scale and resort image. Building facades should give a substantial appearance consisting of "punched" openings. Curtain walls or facades incorporating long horizontal strip windows are not permitted.</p>	The operable windows and railings in the style of Juliette balconies add interest and texture to the façade.
<p>2. Every living unit should have a spot to catch the sun</p> <p>Decks, balconies, and porches are strongly encouraged as they provide sunny usable outdoor space and add life and interest to the street. In the design and positioning of elements such as decks, balconies, bay windows, and living area windows, incorporate the opportunity of formal and informal "overlooks" to activity outside.</p>	Accommodation units on the second floor have operable windows. Third floor units have access to balconies. The fourth floor (mezzanine units) do not have 'a spot to catch the sun', but floor areas are open to below, letting in some natural light.
<p>5.5. BUILDING MATERIAL SELECTION</p> <p>2. Primary exterior materials include stone, wood, stucco and textured concrete.</p>	The primary exterior material is wood.
4. Other materials may be acceptable in limited areas subject to particular technical and design justification.	Anodized aluminum elements are proposed to add interest to the building.
<p>5.6. COLOUR SELECTION</p> <p>1. Appropriate natural and muted colours include those found in the natural setting of Whistler.</p>	Grey and black are found in the natural setting of Whistler.
<p>2. Accent colours must complement base colours. Consider neighbouring colours when using strong, deep colours as accents. The use of bright, glossy colour for focal points and limited accents such as doorways, window frames, signs, graphics, storefronts or displays is encouraged.</p>	The black and bronze trim complement the grey base colour. Bright, glossy colours are not proposed.

## Whistler Village Colour Guide

Guidelines	Comments
<p><b>1.2 RUSTIC STYLE</b>  Primary background façade areas should use subdued, neutral tones. Mid to dark values are preferred. Colour is recommended in the use of trims.</p>	<p>A dark grey is proposed for the main facade. It is slightly darker than the colours suggested for 'primary background'.</p> <p>Black and bronze are proposed for the trim.</p>
<p><b>2.1. COLOUR SELECTION</b>  Colours should respect and be drawn from the natural environment.</p>	<p>The colours proposed meet this guideline.</p>
<p><b>2.3 VALUE RANGE</b>  Values within the mid-range (25 -75%) are generally recommended for the main body of the building</p>	<p>A dark grey is proposed for the main facade. It is slightly darker than the colour value suggested.</p>

## Snow Shed Policy

An engineer has reviewed the proposed design and identified no snowfall hazard issues for pedestrians.

## Green Building Policy G-23

A green building checklist has been provided that responds to each of the green building objectives outlined in Section 2.0 of Green Building Policy G-23. Energy efficient lighting, windows, and appliances are proposed as part of the renovations. The registration of a S.219 covenant regarding green building objectives is not required as a condition of the DP.

## LEGAL ENCUMBRANCES

The covenant on title setting out the permitted uses for the building stipulates that façade improvements are required as part of the building renovation.

## BUDGET CONSIDERATIONS

There are no significant budget implications associated with this proposal. Development Permit application fees provide for recovery of costs associated with this application. Building Permit fees will be charged at the time of building permit. The owner will be responsible for maintaining the improvements that encroach onto municipal property.

## **COMMUNITY ENGAGEMENT AND CONSULTATION**

An information sign has been posted on the property per Development Permit application requirements.

## **SUMMARY**

This report seeks Council's approval of Development Permit DP 1487, an application for exterior improvements to the Whistler View building at 4333 Sunrise Alley in Whistler Village. The proposed development is subject to the guidelines of Development Permit Area #1 – Whistler Village, in Official Community Plan Amendment Bylaw No. 1021, 1993. Approval is recommended subject to resolution of the noted items.

Respectfully submitted,

Amica Antonelli  
PLANNER  
for  
Jan Jansen  
GENERAL MANAGER OF RESORT EXPERIENCE



# PANGEA POD HOTEL

WHISTLER, BC

DRAWING LIST

- A001

A002

A003

A004

A005

A006

A007a

A007b

A008
- SITE CONTEXT PLAN & PHOTOS - EXISTING BUILDING

SITE CONTEXT PLAN & PHOTOS - NEIGHBOURING BUILDINGS

VIEWS FROM THE VILLAGE STROLL - EXISTING & PROPOSED

ENTRANCE DETAIL - EXISTING

ENTRANCE DETAIL - PROPOSED, P. 1

ENTRANCE DETAIL - PROPOSED, P. 2

FRONT ENTRY AND PLANTER - DESIGN EVOLUTION

FRONT ENTRY AND PLANTER - ENLARGED PLAN

JULIET BALCONY DETAIL

A051

A052

A053

A054

A055

A060

EXISTING & DEMOLITION PLAN - FIRST FLOOR

EXISTING & DEMOLITION PLAN - SECOND FLOOR

EXISTING & DEMOLITION PLAN - THIRD FLOOR

EXISTING & DEMOLITION PLAN - LOFT

EXISTING & DEMOLITION PLAN - ROOF

EXISTING & DEMOLITION PLAN - SECTION

A101

A102

A103

A104

PROPOSED PLAN - FIRST FLOOR

PROPOSED PLAN - SECOND FLOOR

PROPOSED PLAN - THIRD FLOOR

PROPOSED PLAN - LOFT

A200

A201

A202

A203

PROPOSED ELEVATION - EAST

PROPOSED ELEVATION - NORTH

PROPOSED ELEVATION - NORTH-WEST

PROPOSED ELEVATION - WEST

A302

PROPOSED SECTION

A501

A502

A503

A504

GROSS FLOOR AREAS - FIRST FLOOR

GROSS FLOOR AREAS - SECOND FLOOR

GROSS FLOOR AREAS - THIRD FLOOR

GROSS FLOOR AREAS - LOFT

A600

PROPOSED MATERIALS & SIGNAGE DETAILS

A700

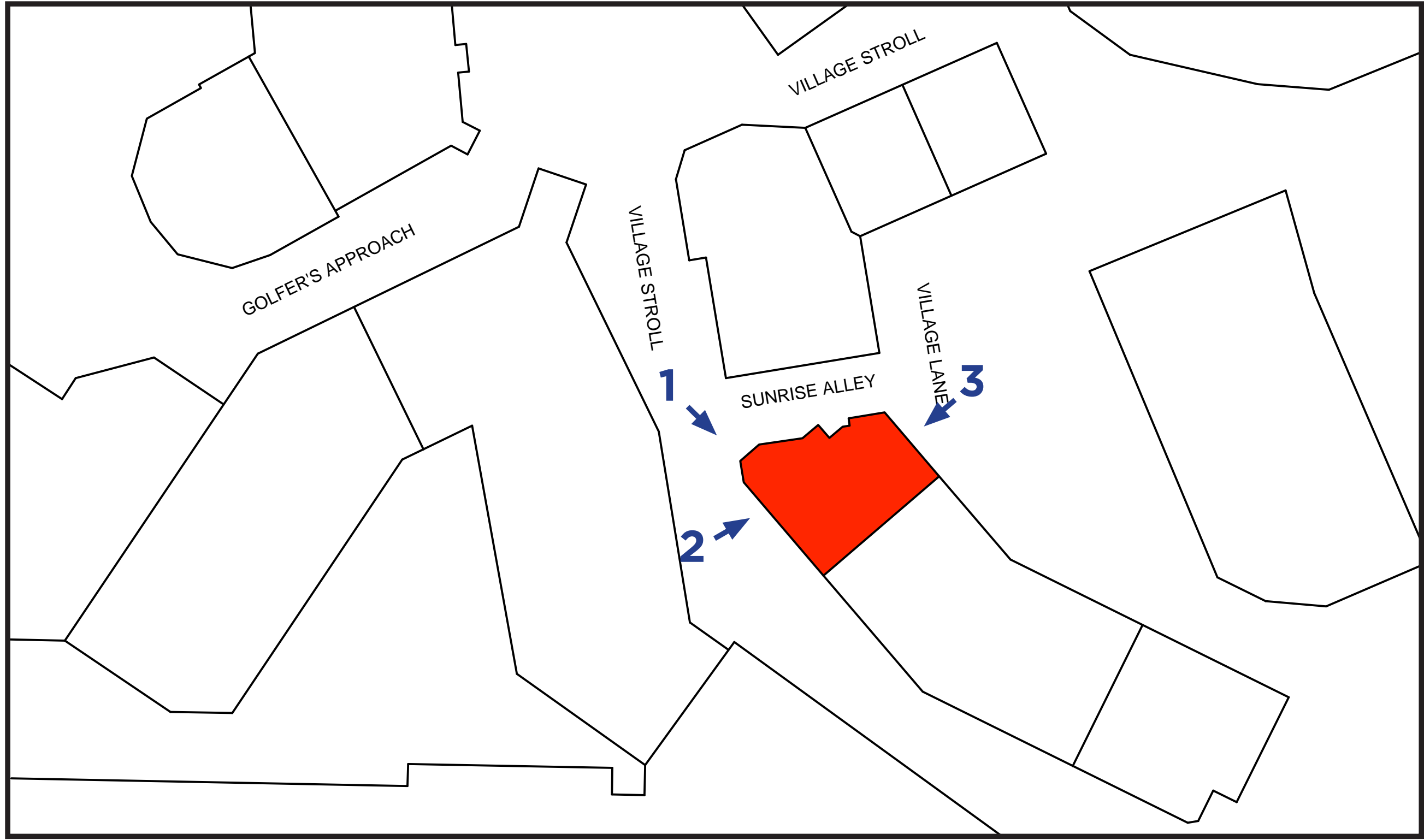
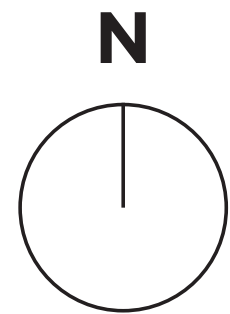
WINDOW DETAILS - SECTIONS







KEY PLAN WITH VIEWPOINTS NOTED



SITE CONTEXT PLAN 1:500



1.



2.

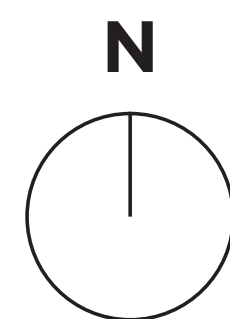


3.





KEY PLAN WITH VIEWPOINTS NOTED



SITE CONTEXT PLAN 1:500



4.



5.



6.





A. NORTH-WEST ELEVATION (EXISTING)



B. WEST ELEVATION (EXISTING)



A. NORTH-WEST ELEVATION (PROPOSED)



B. WEST ELEVATION (PROPOSED)



existing interior stair and associated walls to be removed

existing guard rail to be removed

existing entry door, sidelite and associated walls to be removed

SUNRISE ALLEY

8 →

7 ↘

ENTRY

UP

PLAN DETAIL WITH VIEWPOINTS NOTED

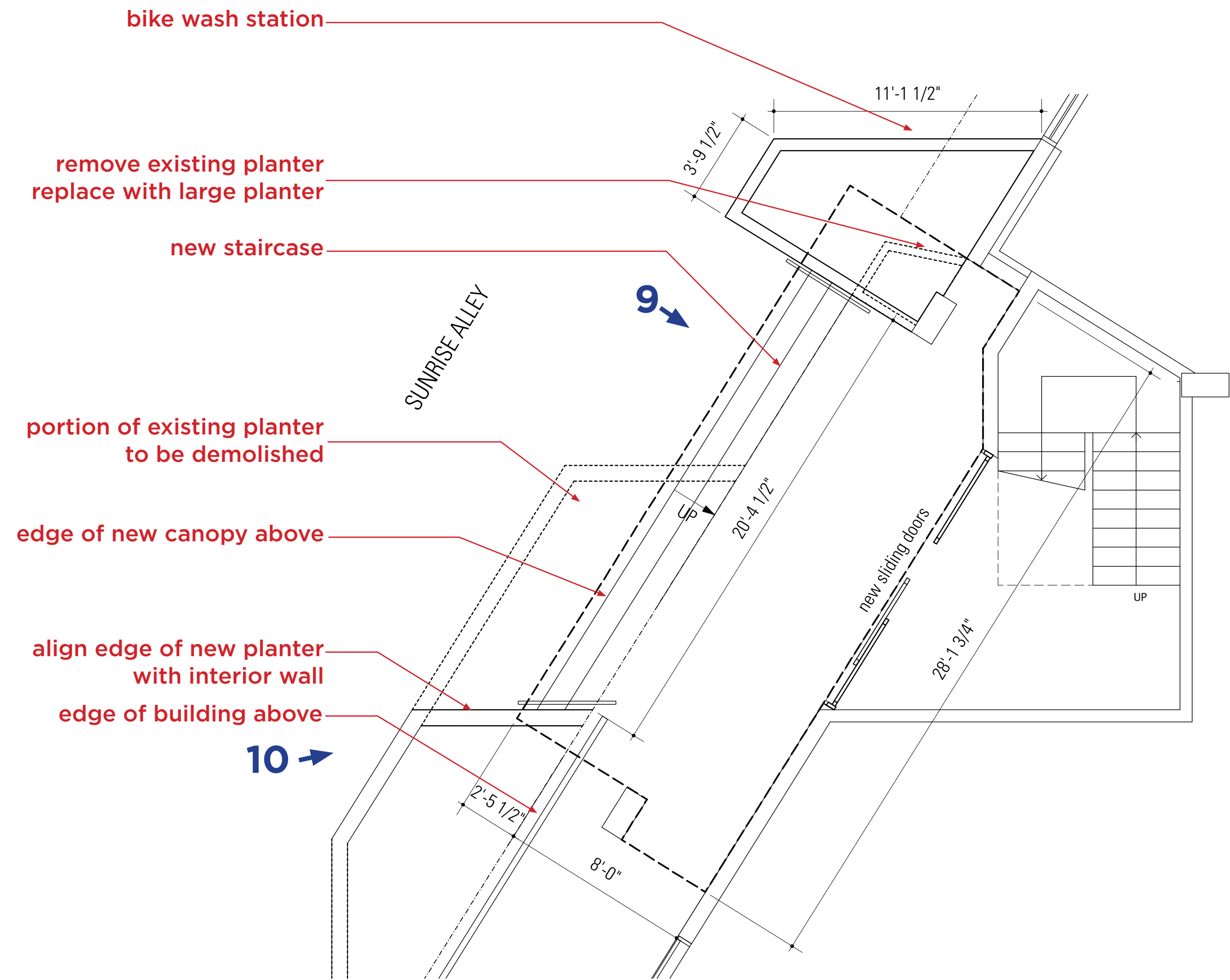


7.



8.





PLAN DETAIL WITH VIEWPOINTS NOTED

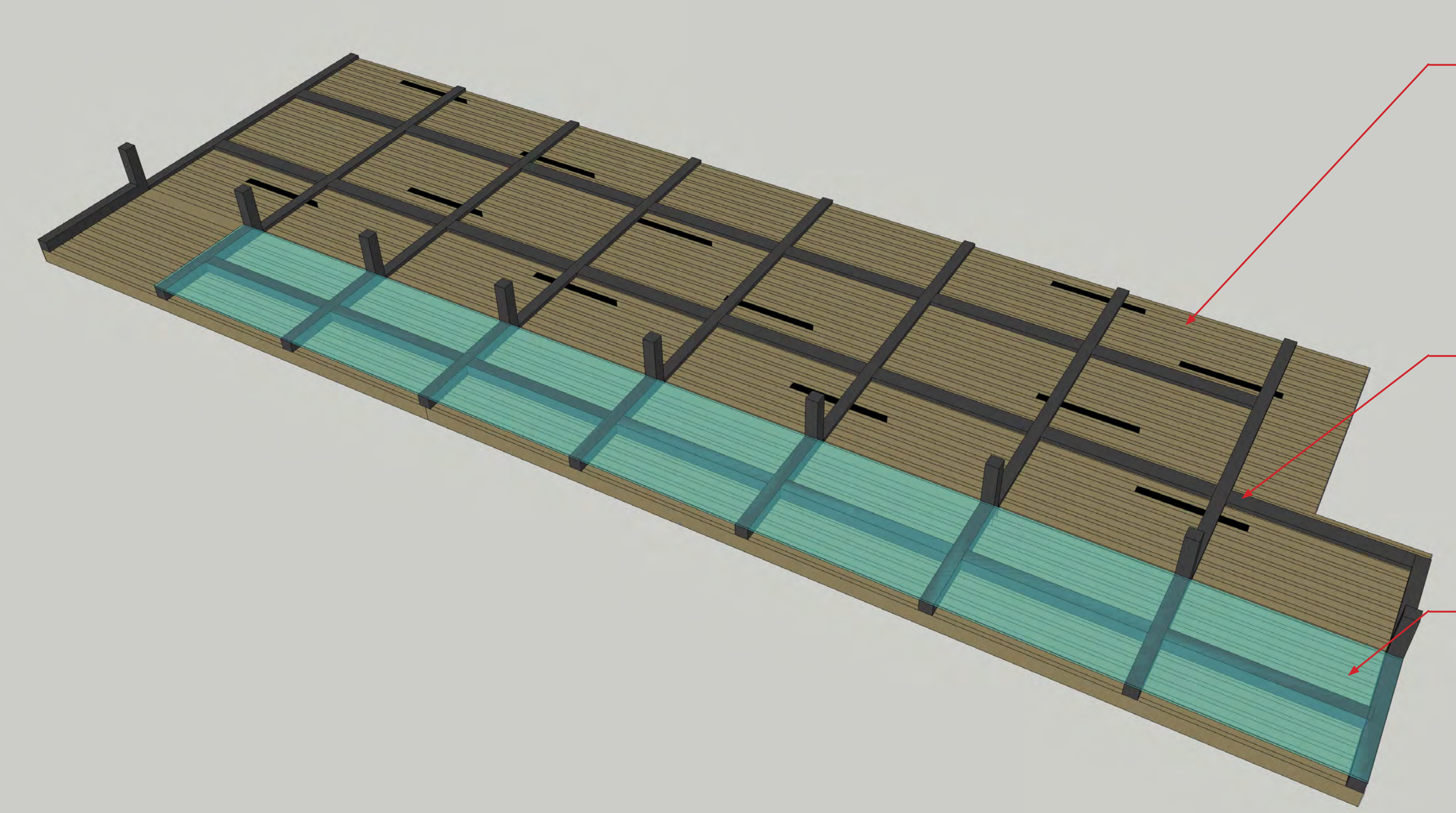


9.



10.



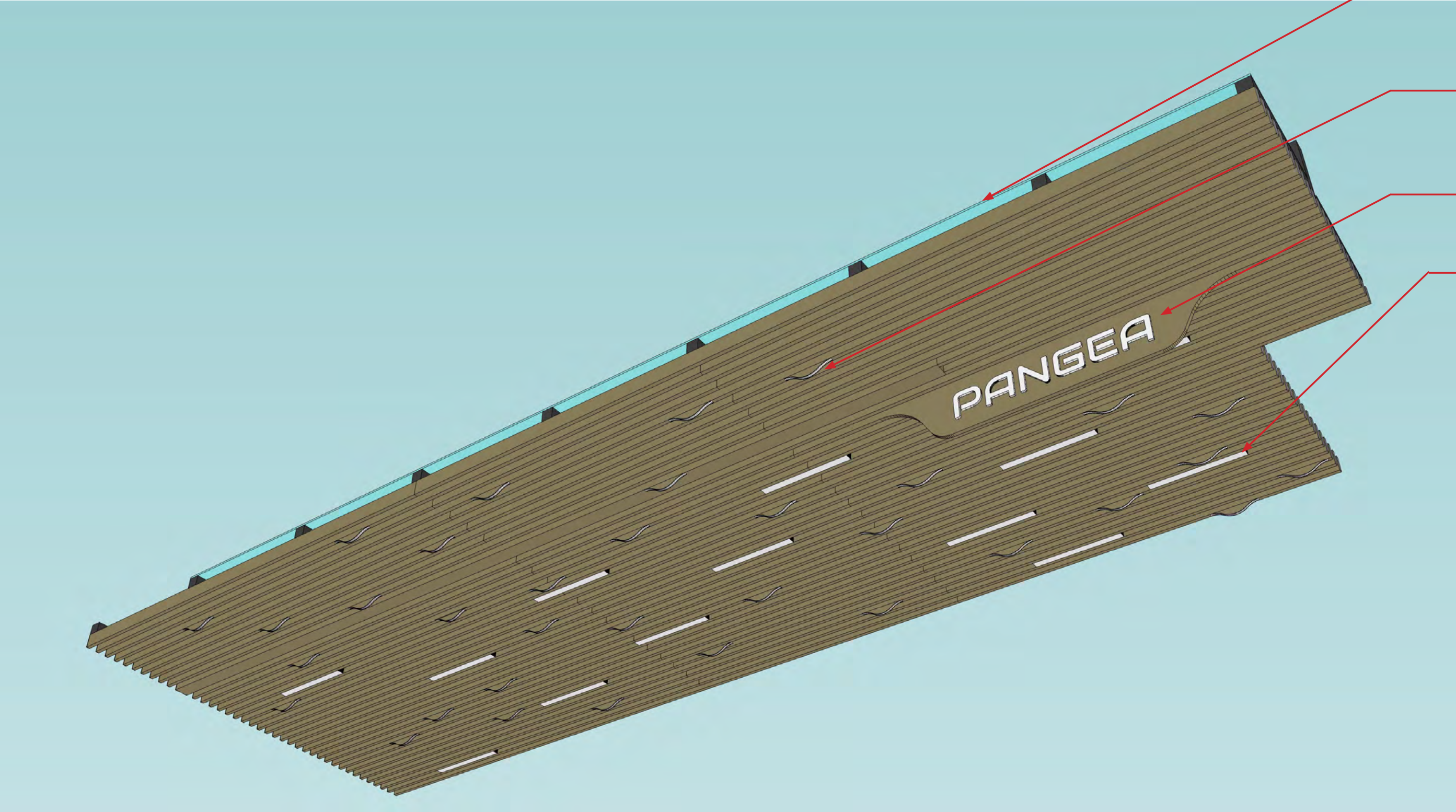


new light bronze anodized  
aluminum louvers with  
decorative curves

new painted steel structure

new glass canopy

CANOPY - BIRD'S EYE VIEW



new glass canopy

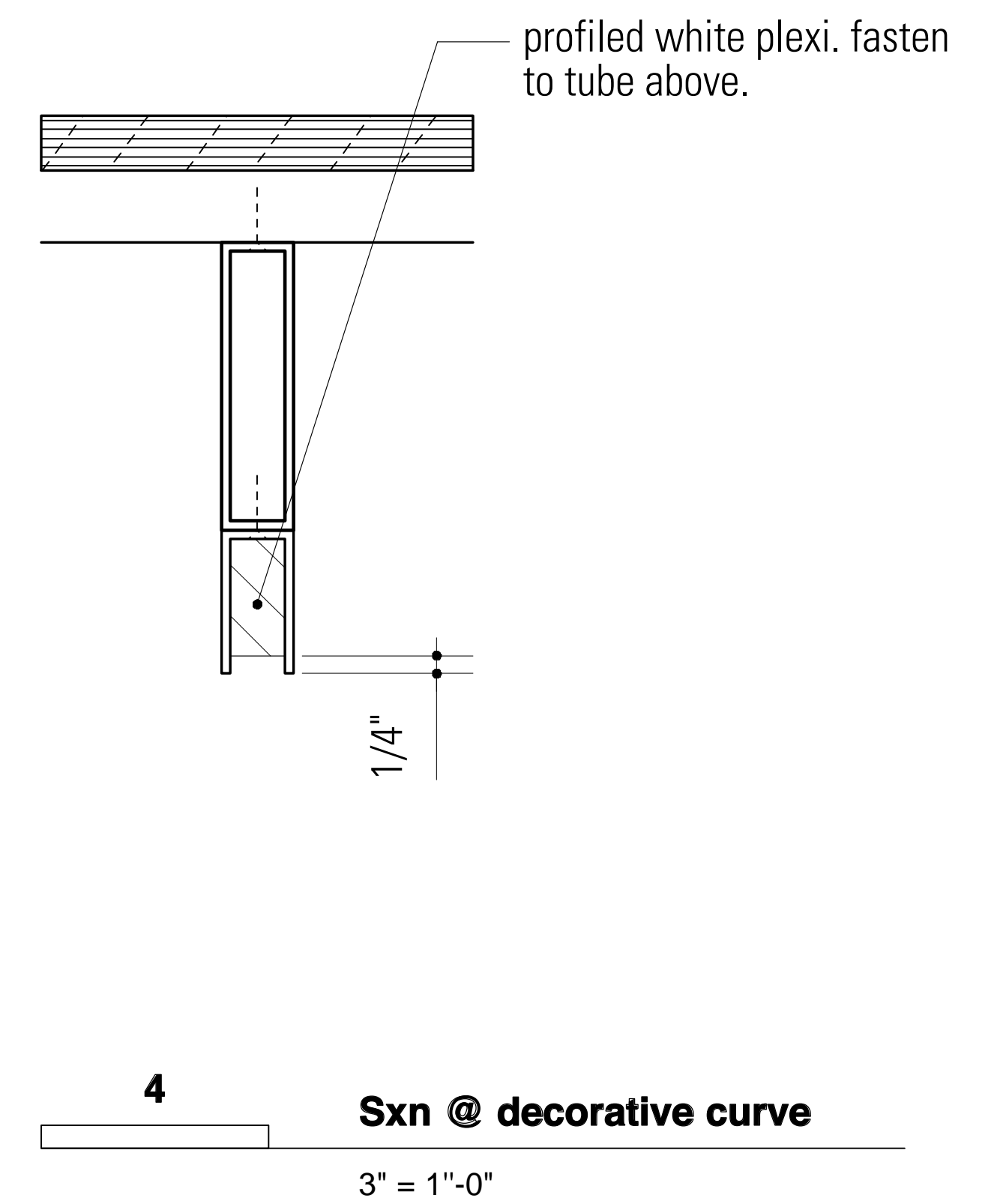
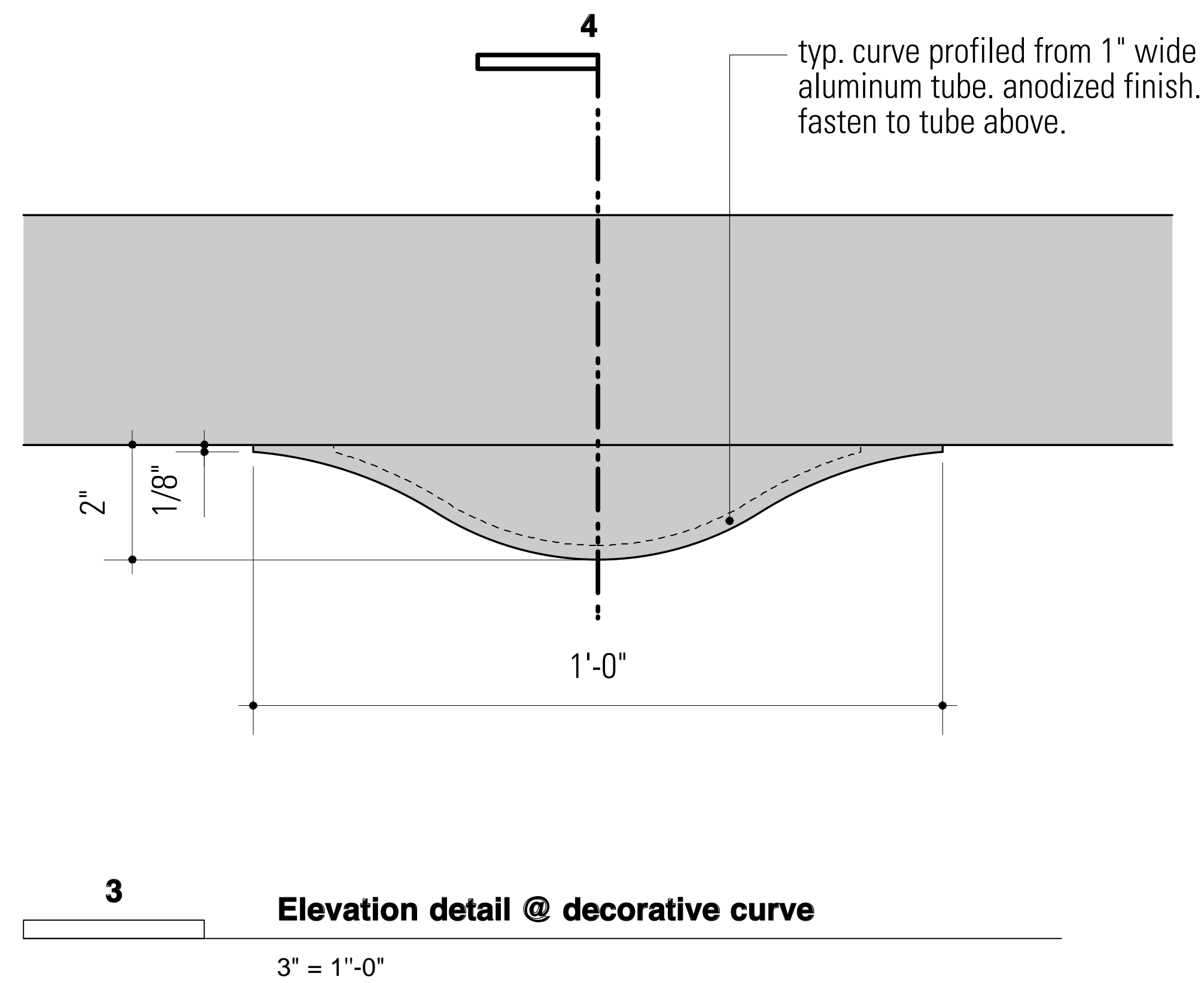
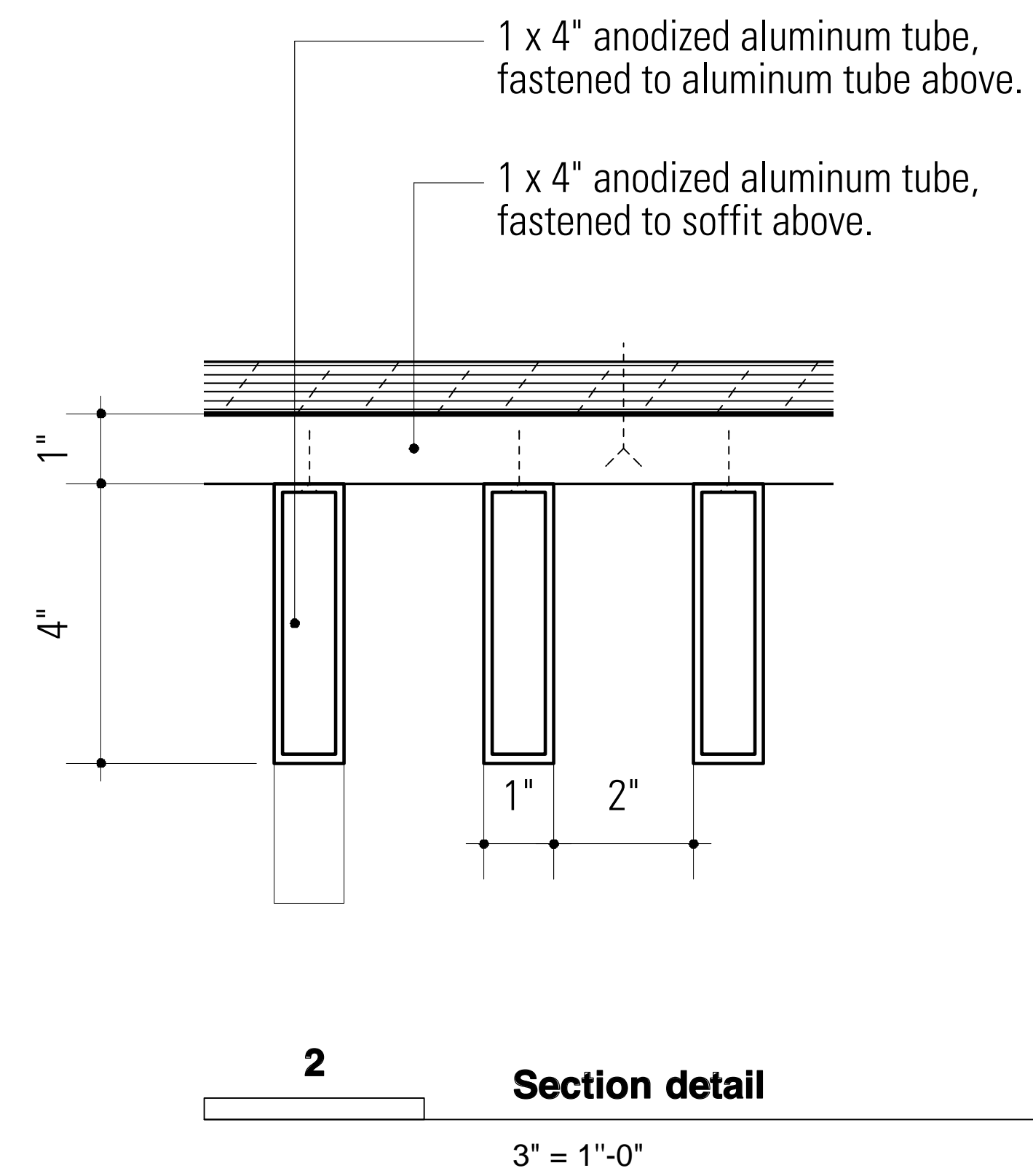
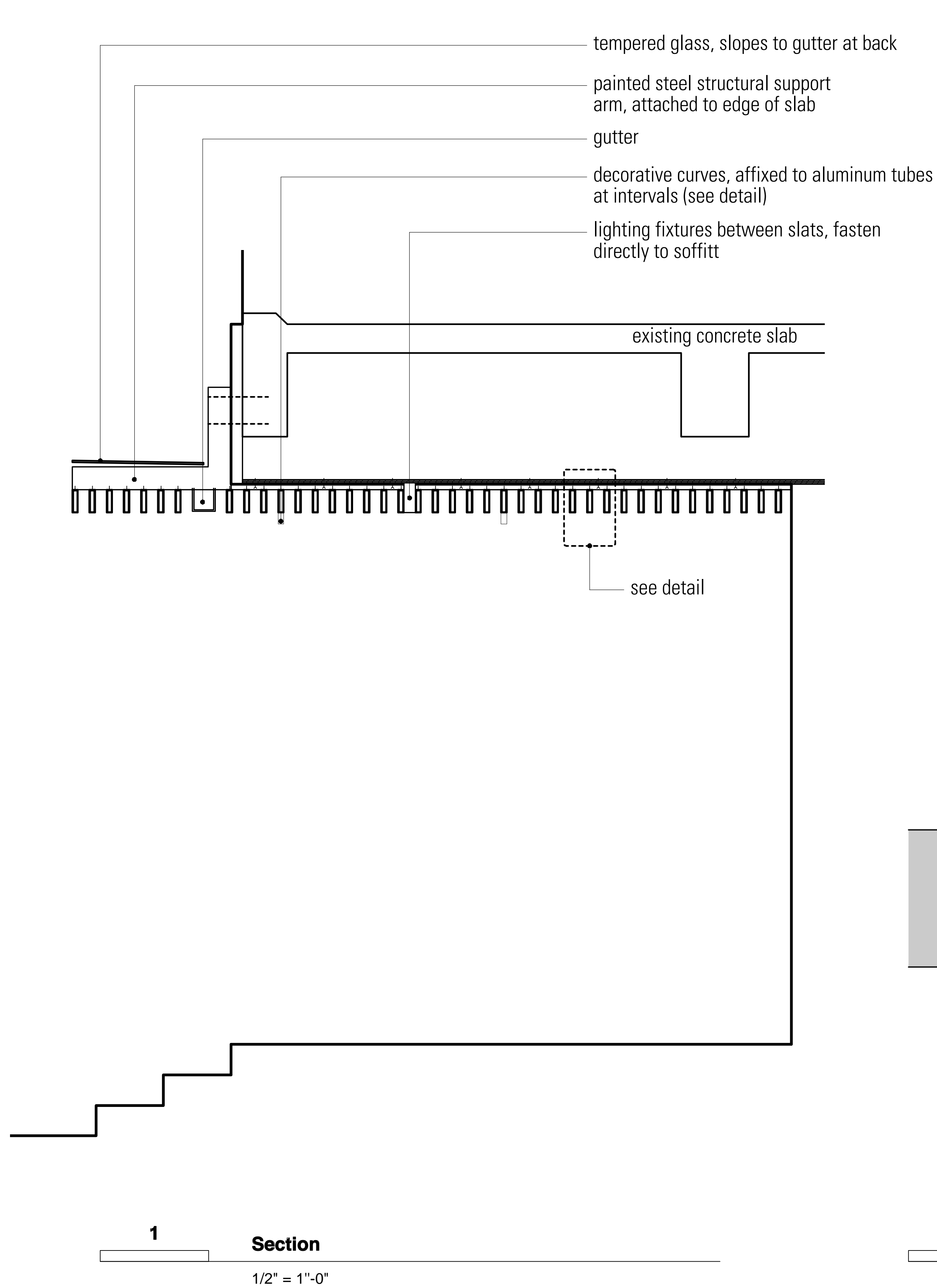
new light bronze anodized  
aluminum louvers with  
decorative curves

new signage

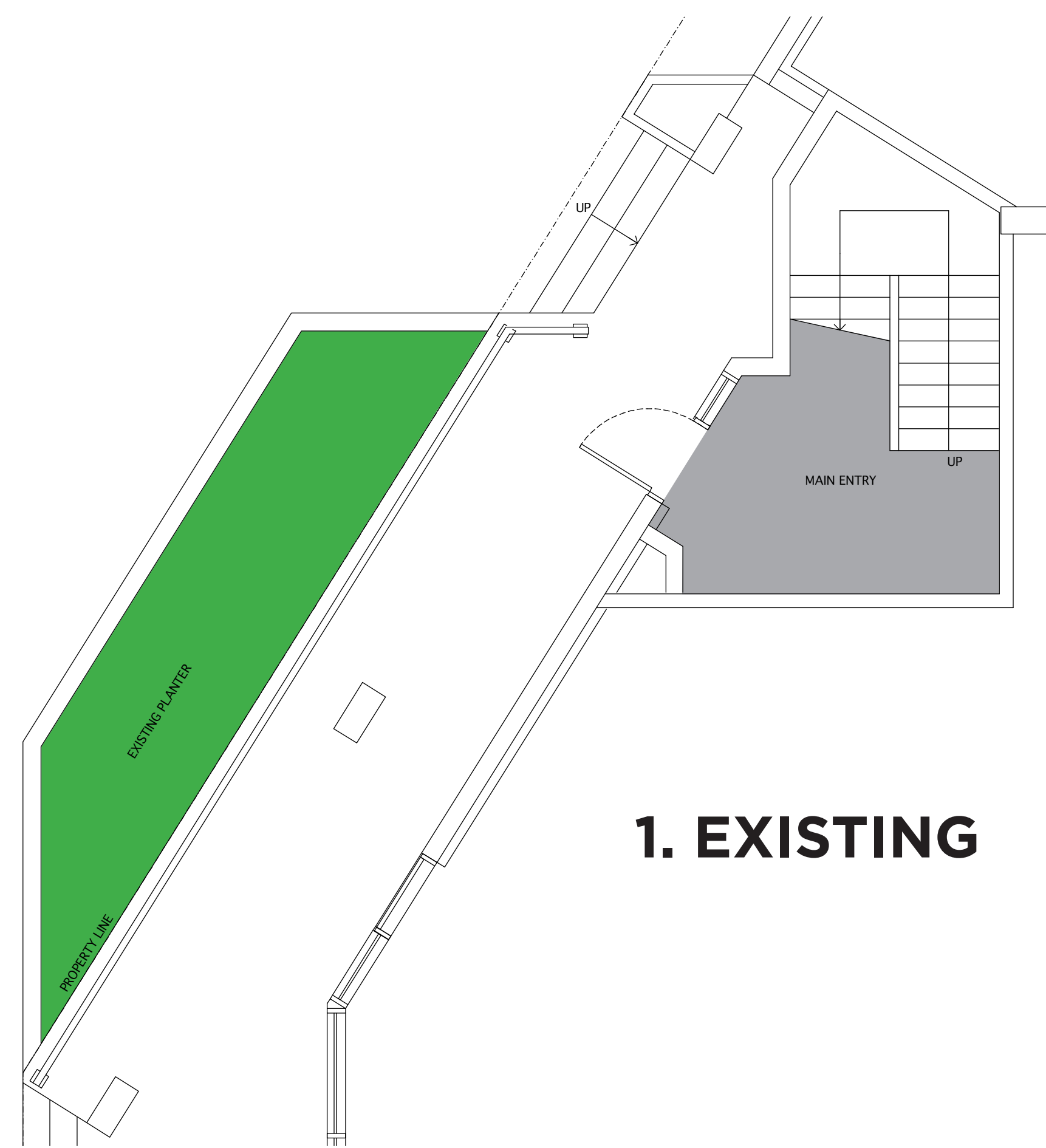
new recessed lighting

CANOPY - WORM'S EYE VIEW

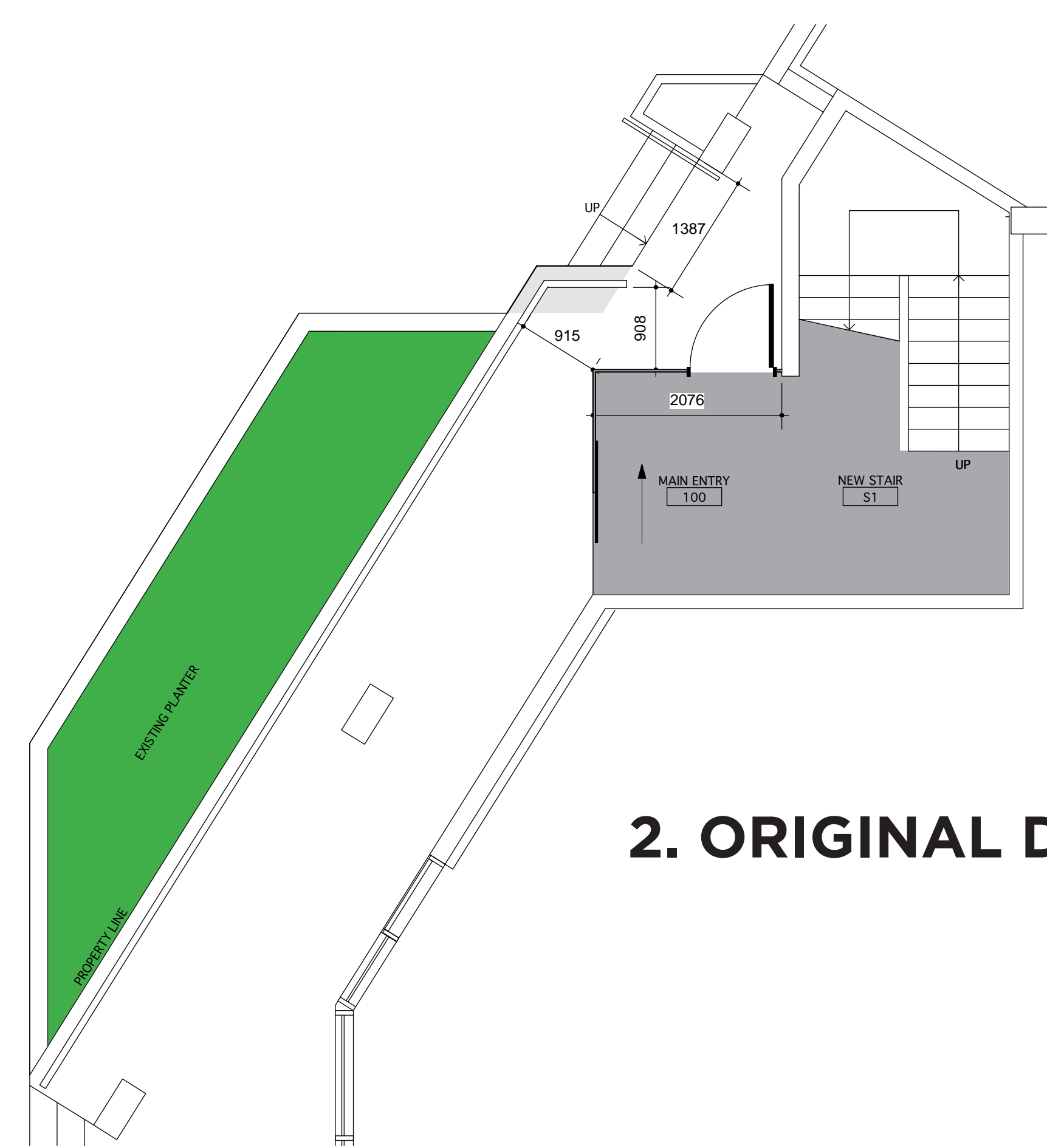




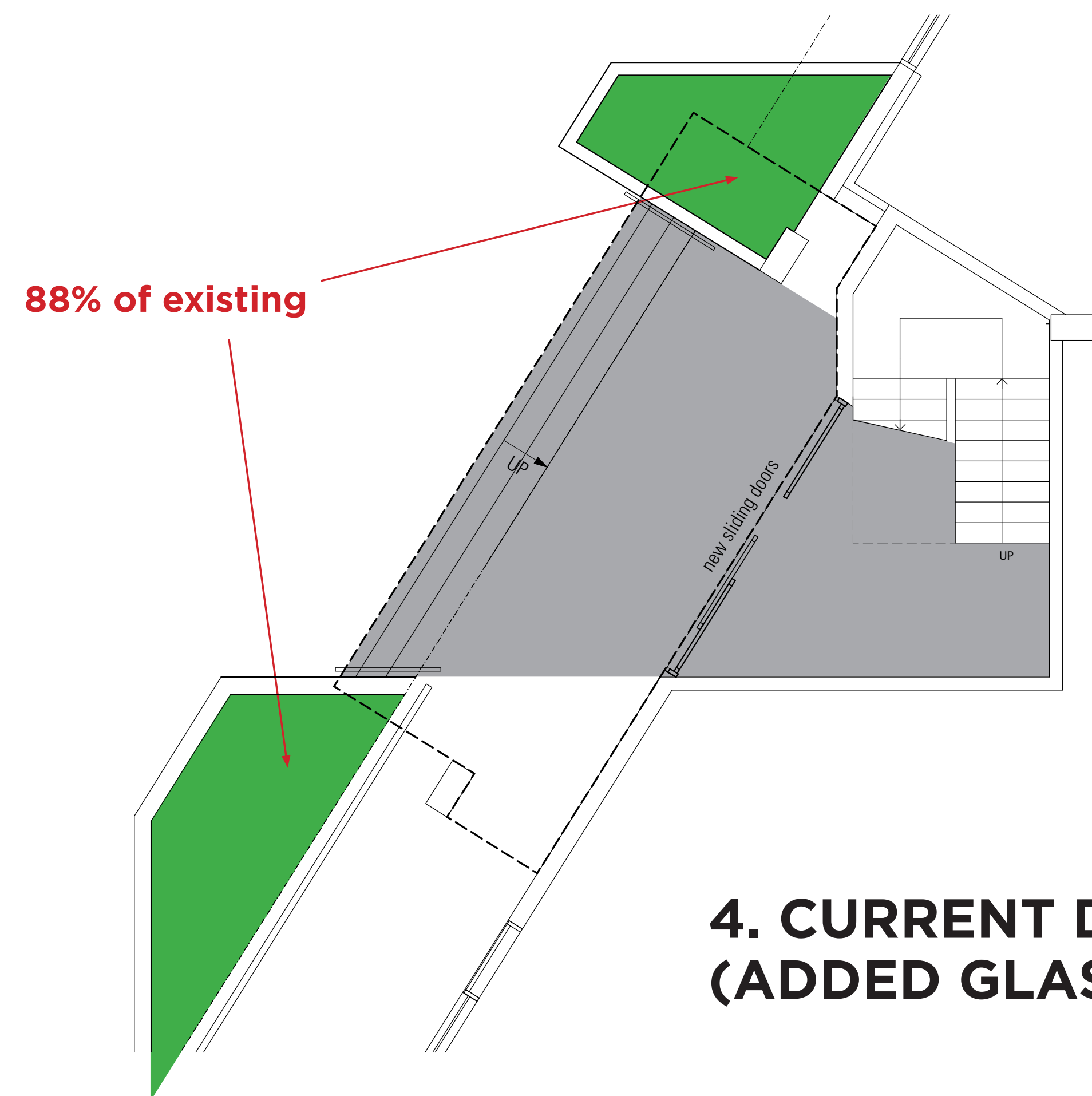
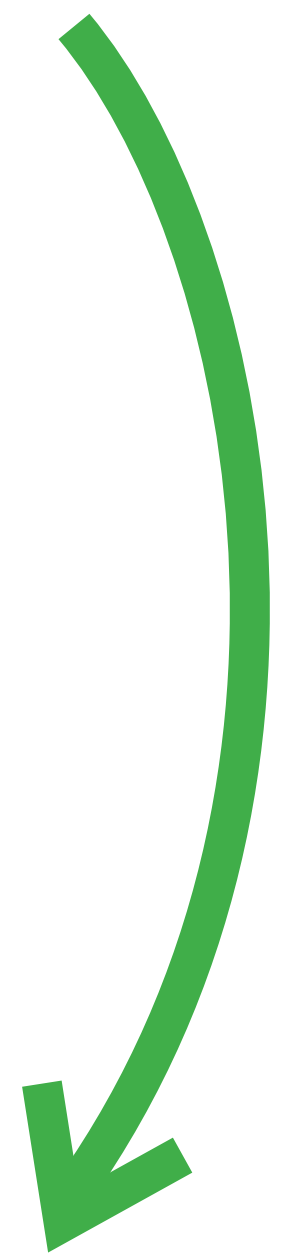




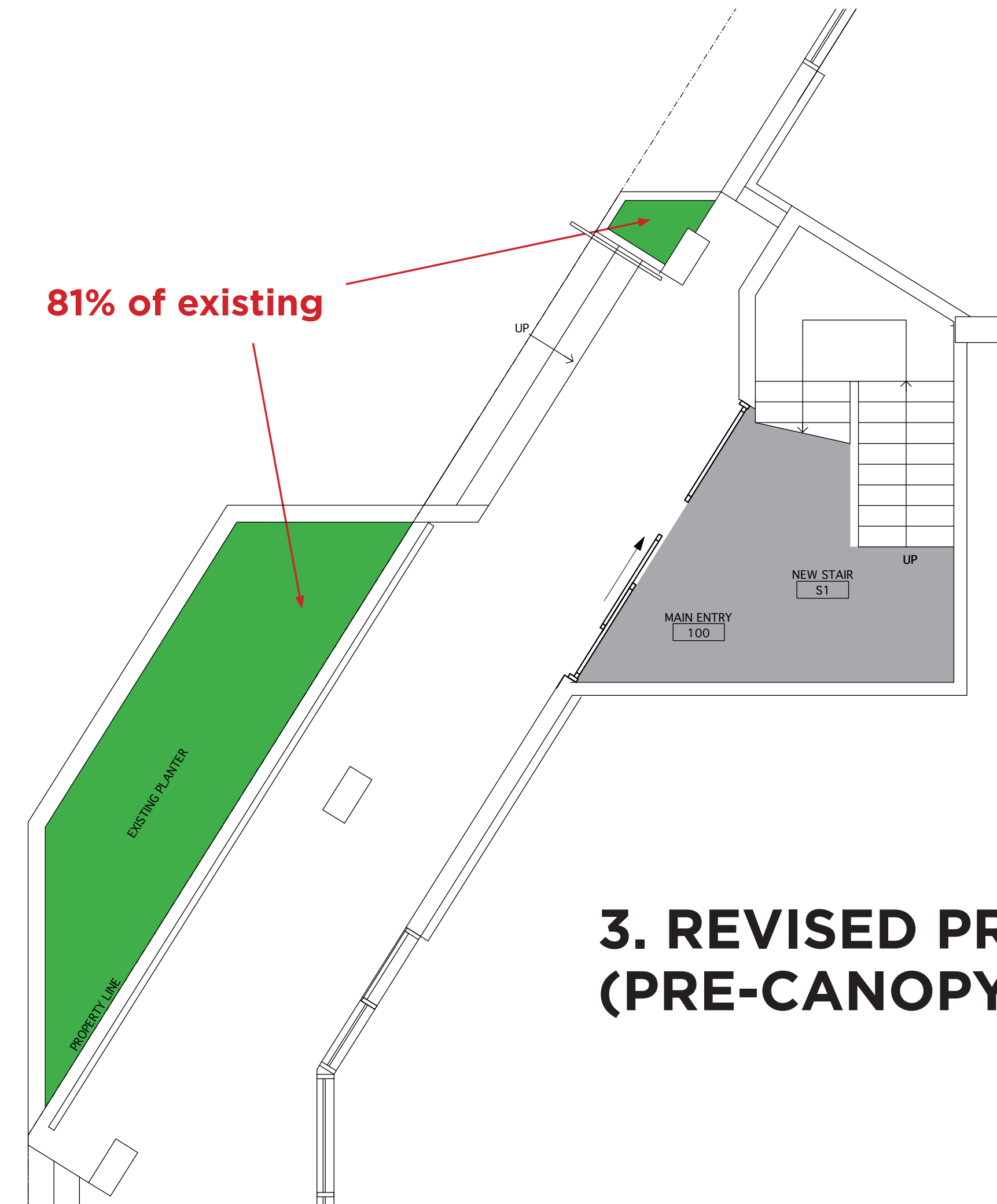
**1. EXISTING**



**2. ORIGINAL DP PROPOSAL**

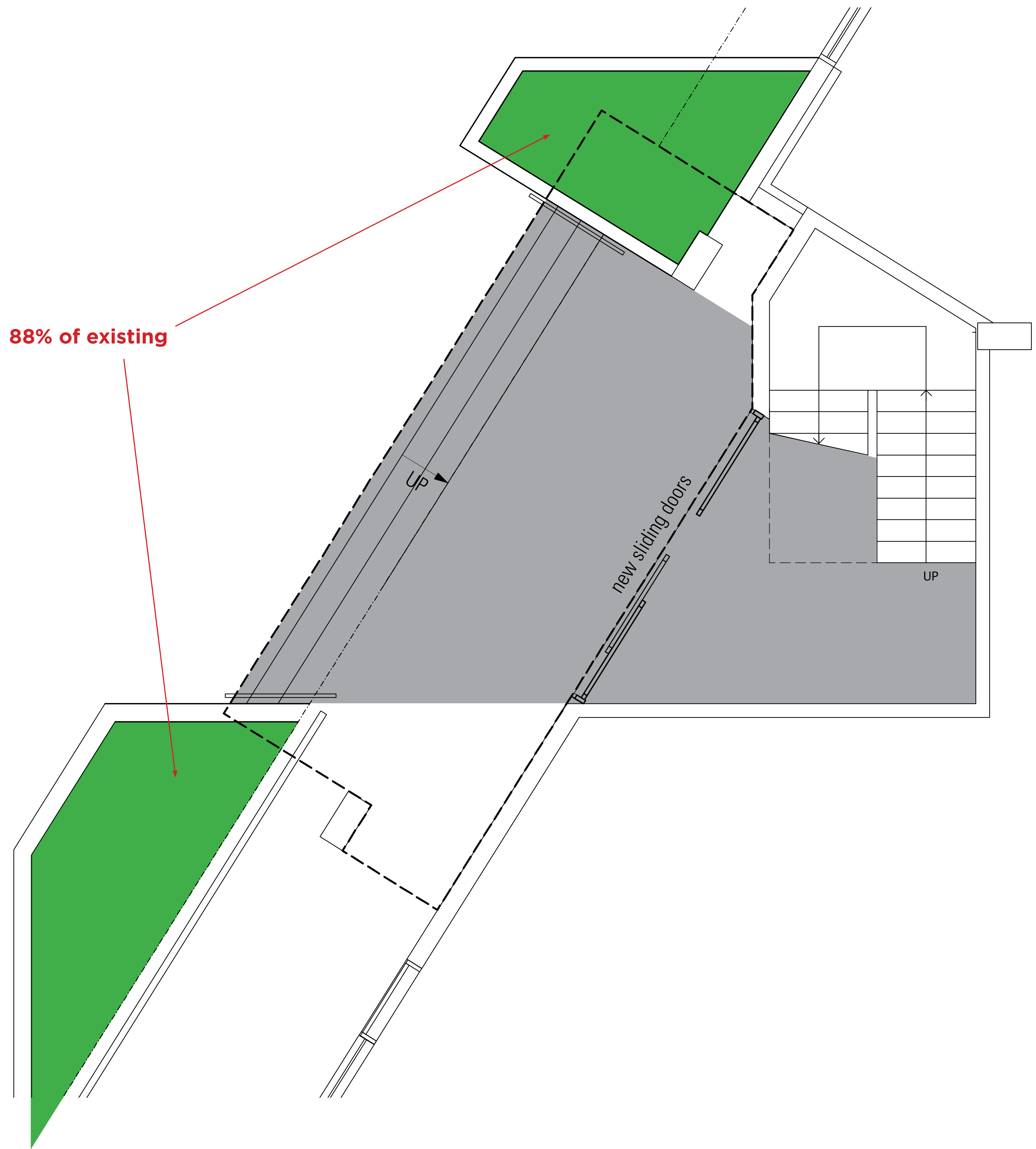


**4. CURRENT DP PROPOSAL  
(ADDED GLASS CANOPY ABOVE)**



**3. REVISED PROPOSAL  
(PRE-CANOPY DESIGN)**









A. NORTH-WEST ELEVATION



C. WEST ELEVATION



B. NORTH-WEST ELEVATION DETAIL



D. WINDOW DETAIL

see A700  
window "A" typical  
plan section details

see A700  
window "A" typical  
plan section details

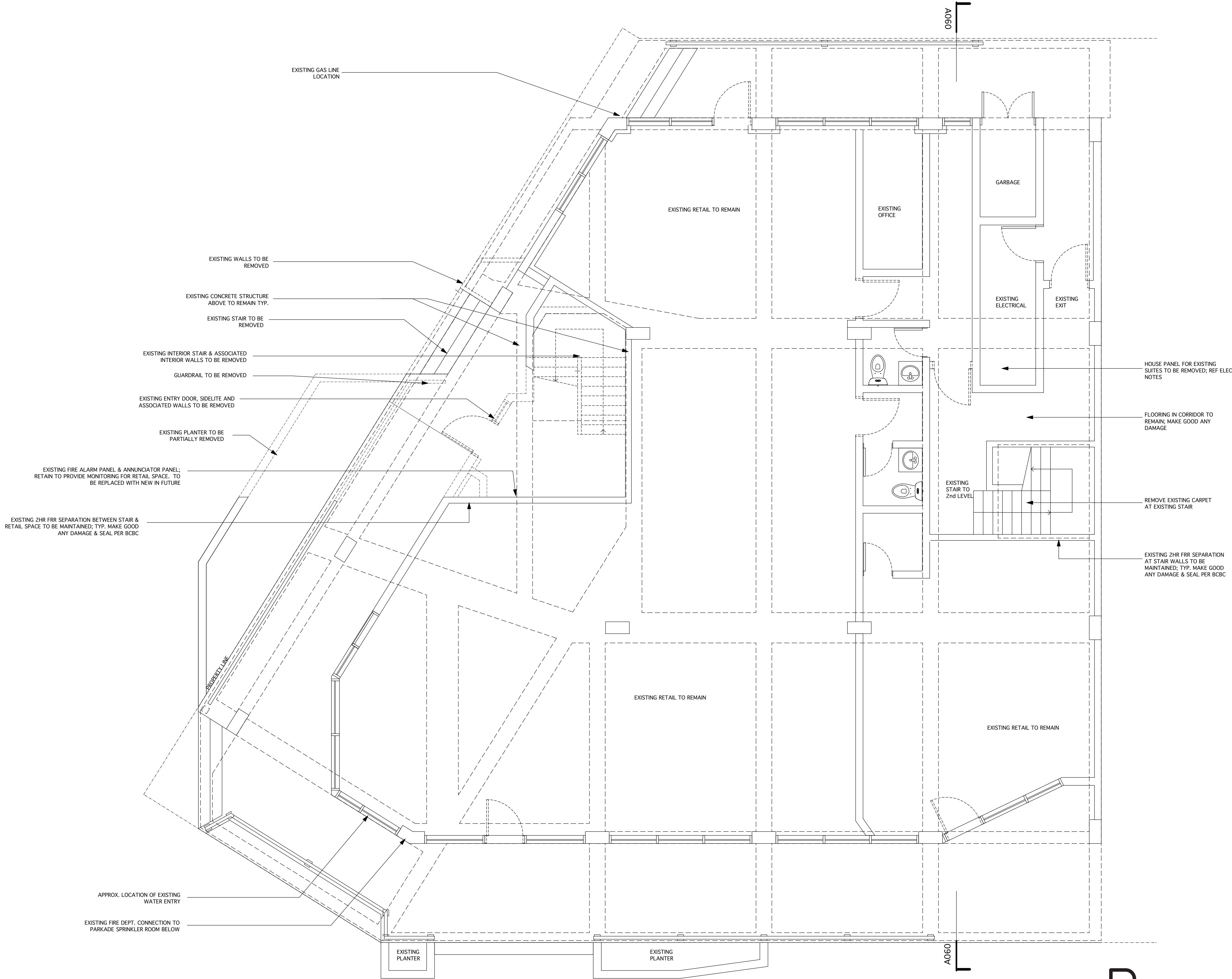


LEGEND

- 2HR FRR SEPARATION TO REMAIN
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED

NOTES:

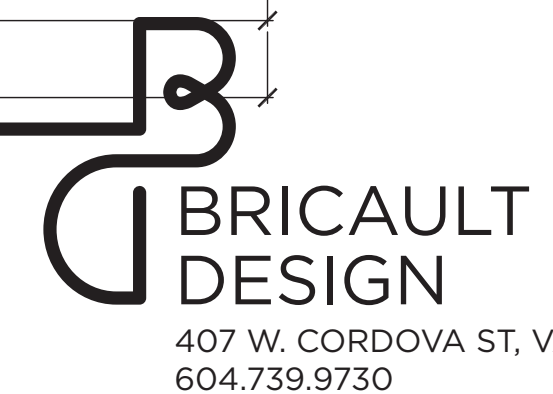
1. EXISTING FIRE RATED SEPARATIONS BETWEEN EXISTING RETAIL TO REMAIN AT GROUND FLOOR & RENOVATED AREA ABOVE & ADJACENT TO BE MAINTAINED AT ALL TIMES (HORIZONTAL & VERTICAL SEPARATIONS).





===== EXISTING WALL TO REMAIN

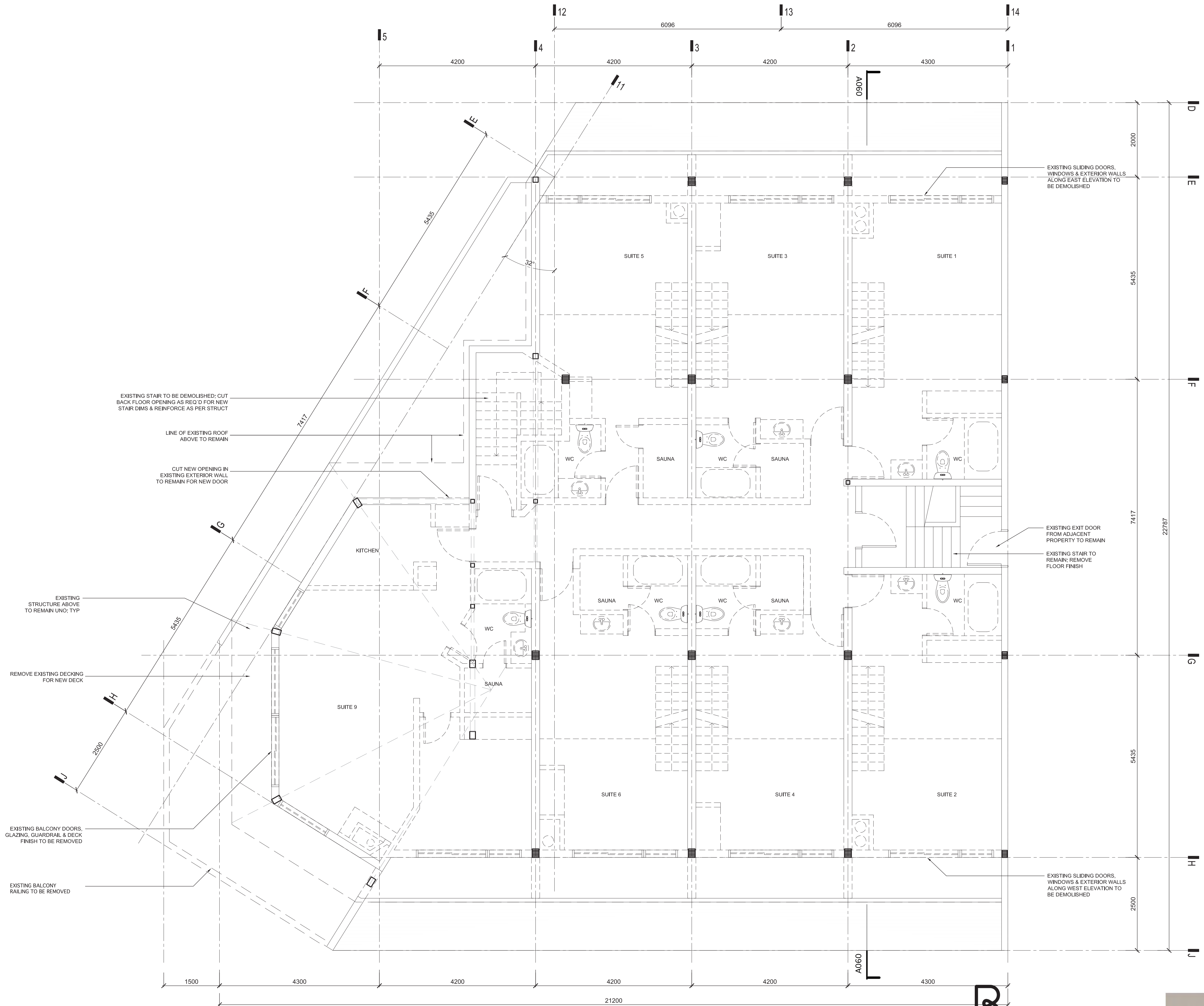
----- EXISTING WALL TO BE DEMO'D



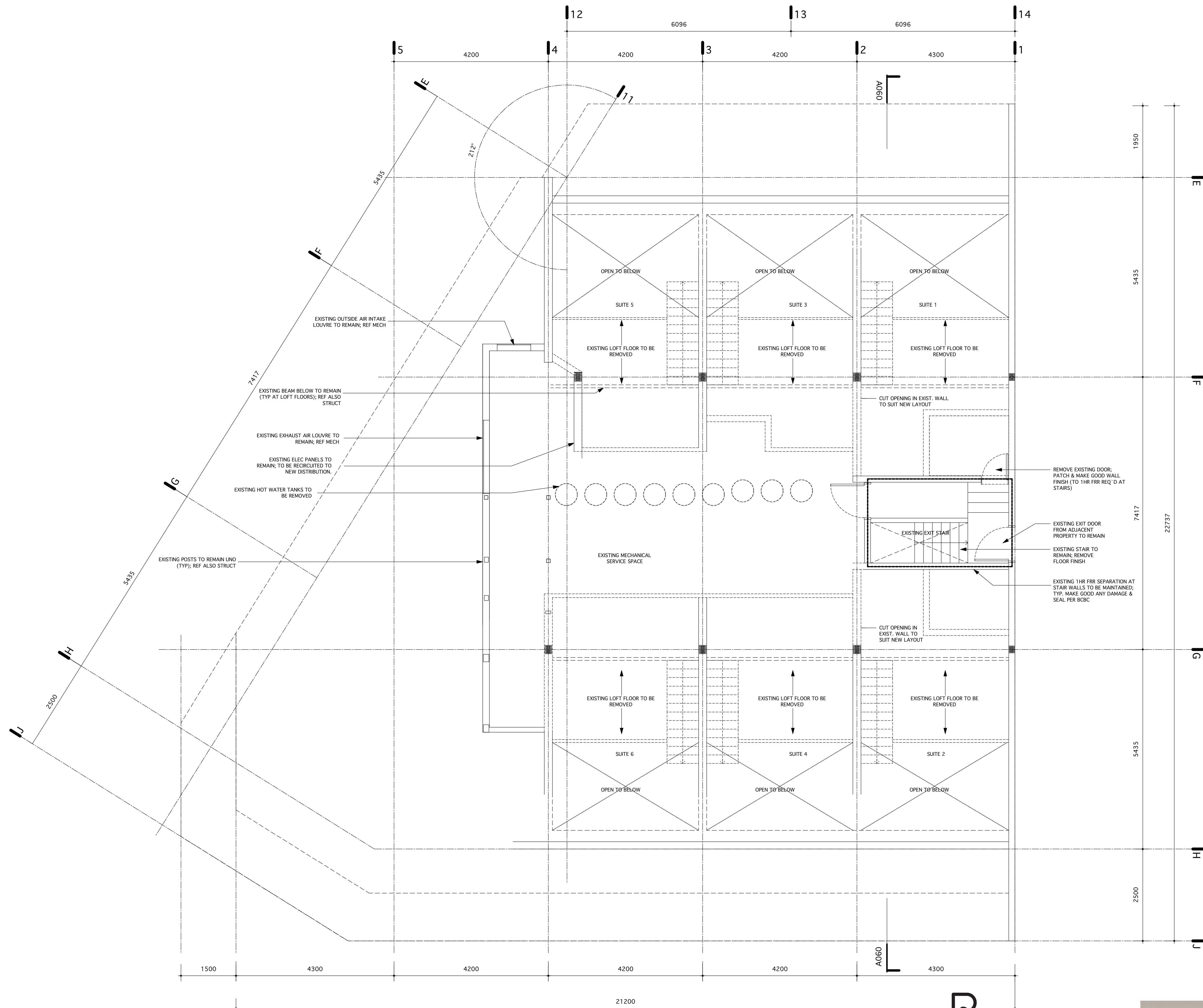


LEGEND

- EXISTING WALL TO REMAIN  
- - - EXISTING WALL TO BE DEMO'D



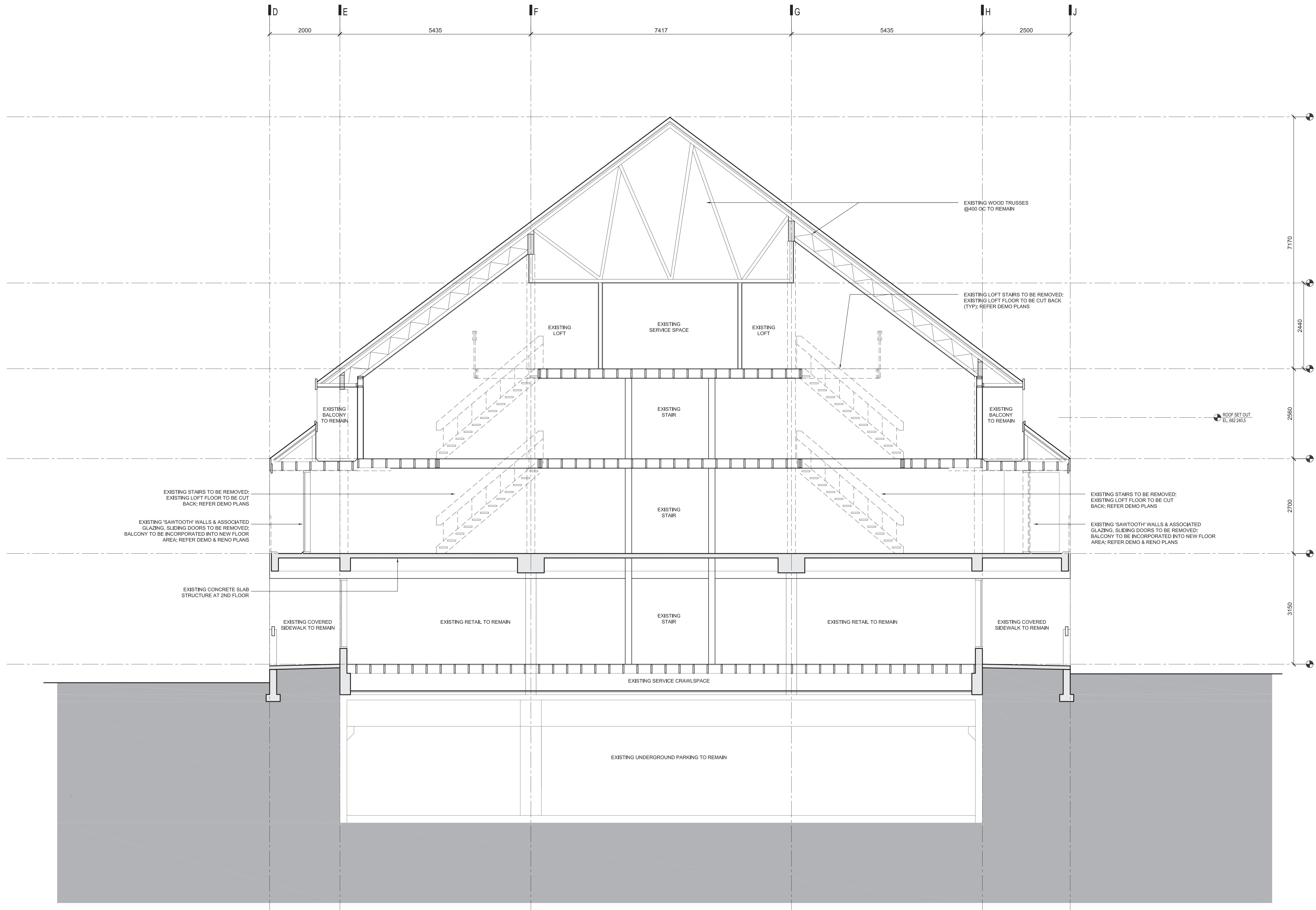








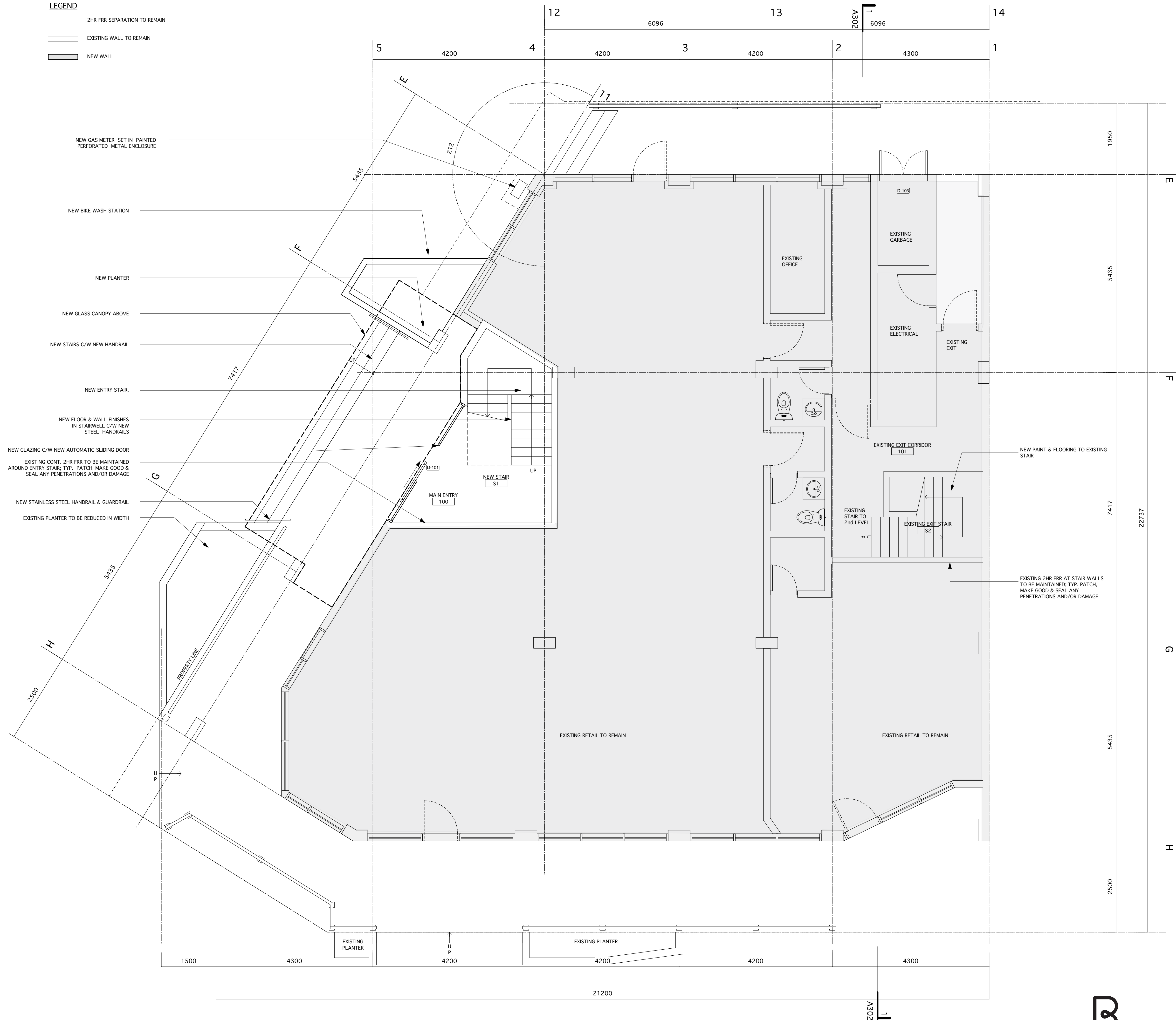






LEGEND

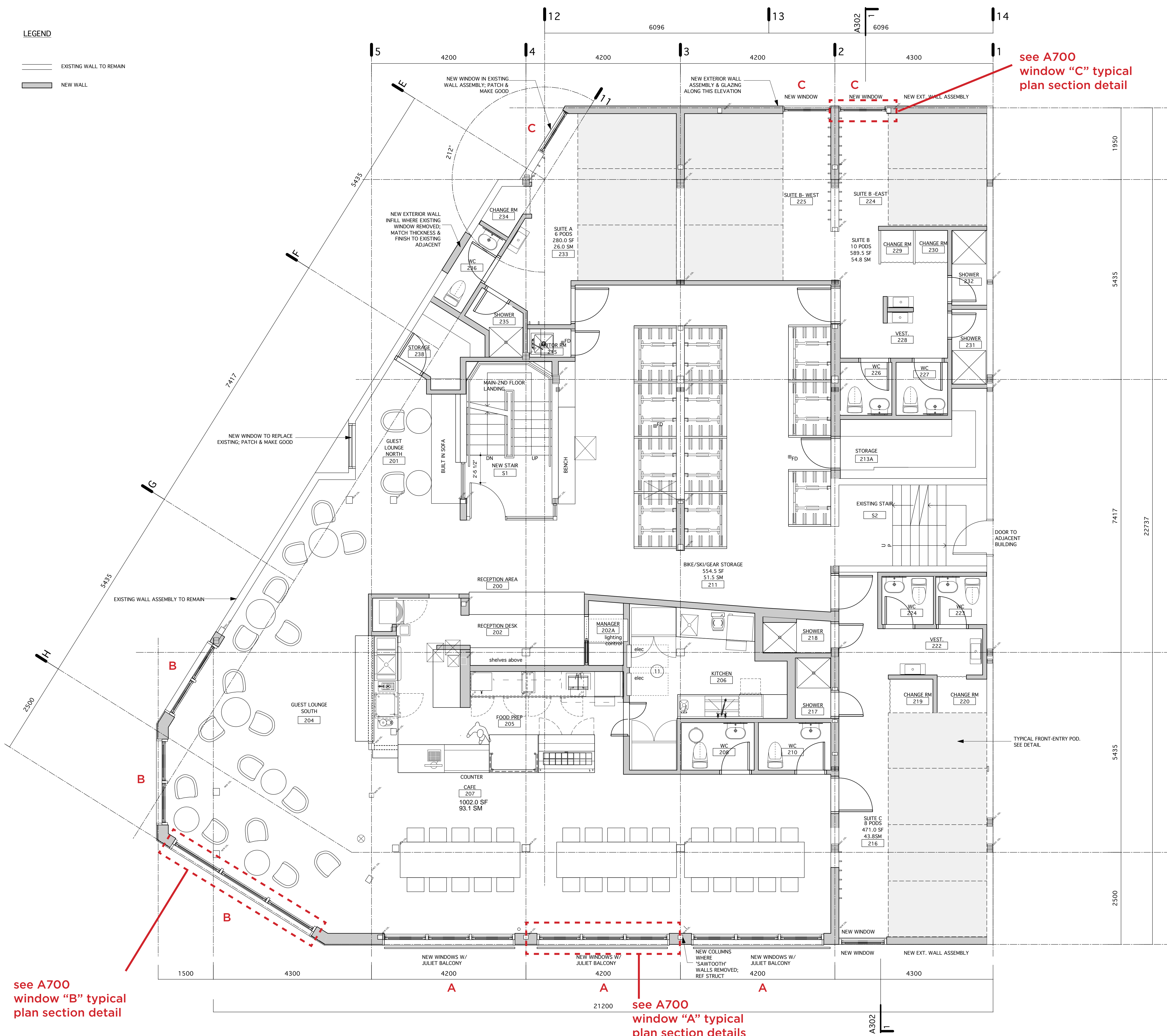
- 2HR FRR SEPARATION TO REMAIN
- EXISTING WALL TO REMAIN
- NEW WALL





LEGEND

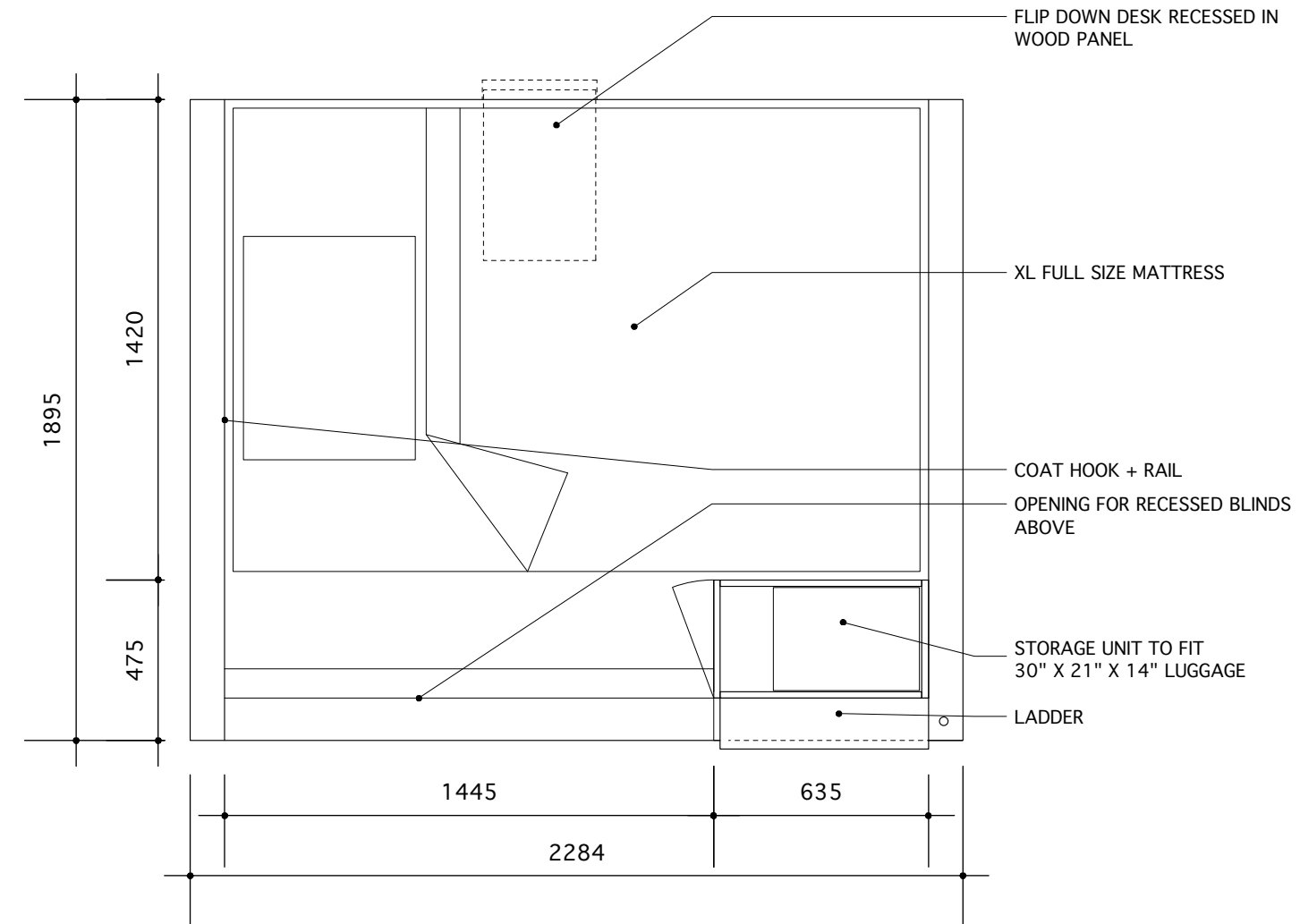
- EXISTING WALL TO REMAIN  
NEW WALL



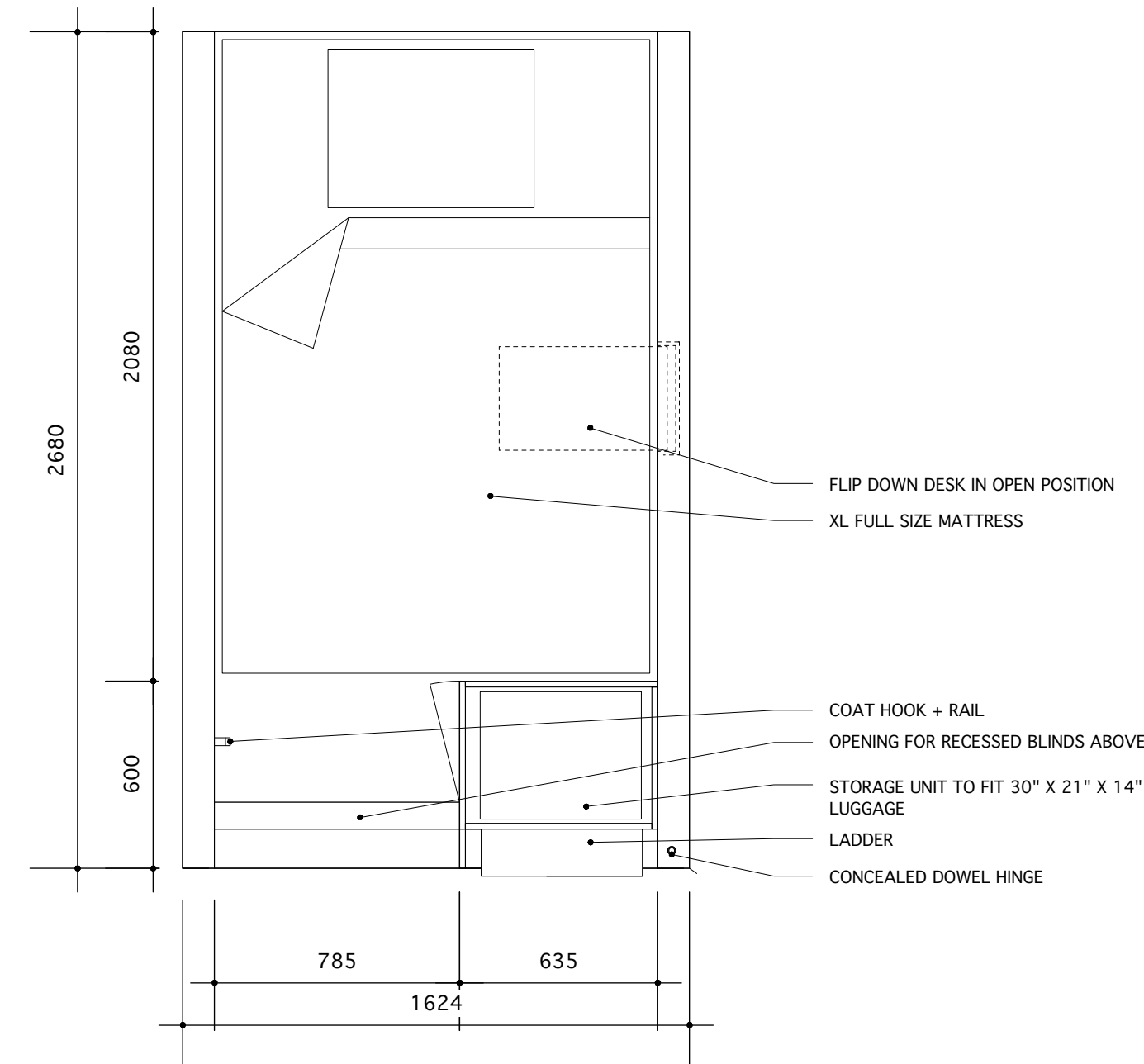
see A700  
window "B" typical  
plan section detail

see A700  
window "A" typical  
plan section details

see A700  
window "C" typical  
plan section detail



TYPICAL SIDE-ENTRY POD — PLAN  
SCALE 1:20



TYPICAL FRONT-ENTRY POD — PLAN  
SCALE 1:20

PANGAEA POD HOTEL  
WHISTLER, BC

May 02, 2016

A102

PROPOSED PLAN -  
SECOND FLOOR  
SCALE 1:50

BRICAULT  
DESIGN

407 W. CORDOVA ST, VANCOUVER BC  
604.739.9730



INTEGRA ARCHITECTURE INC.

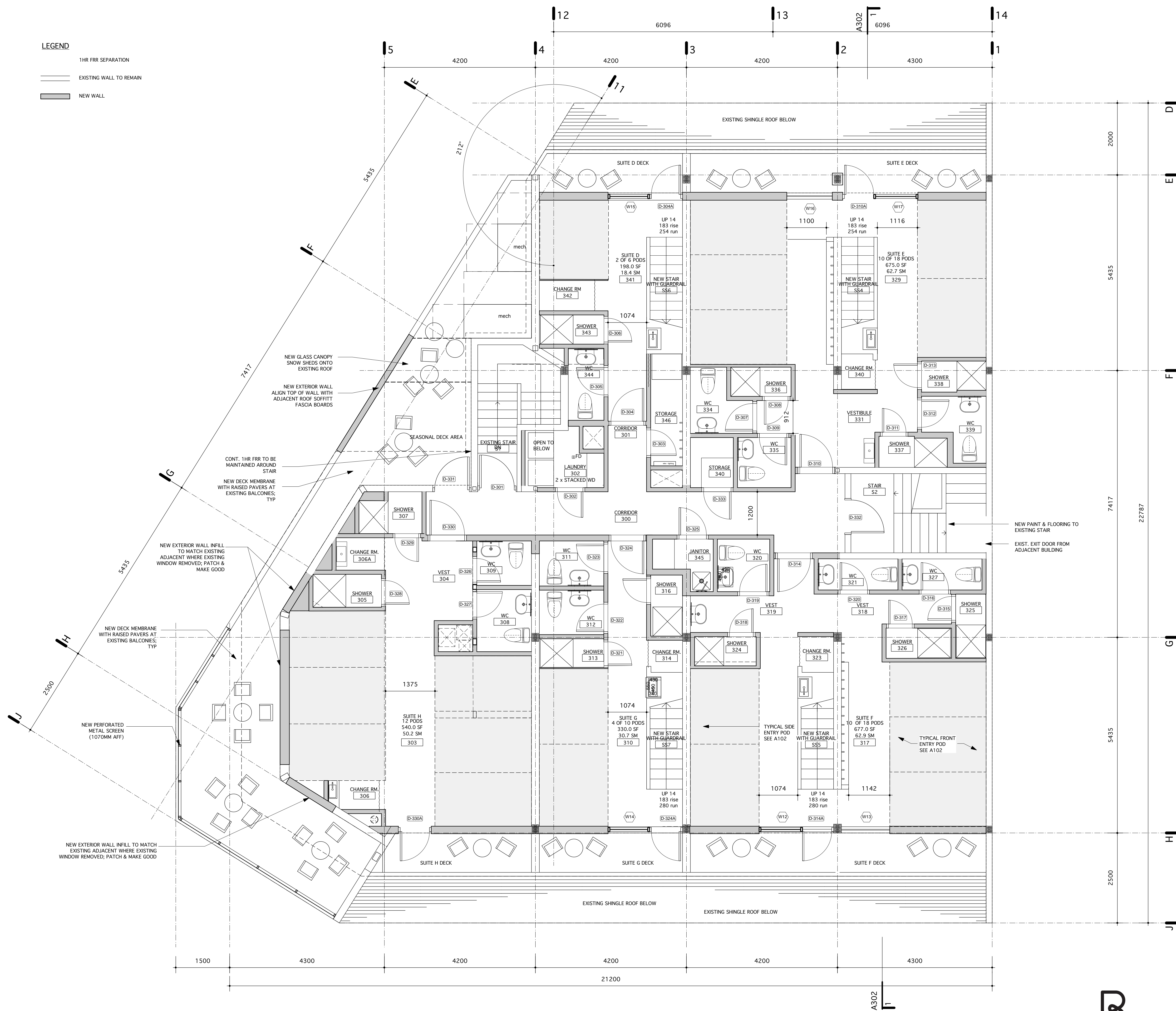
416 WEST PENDER STREET  
VANCOUVER, BC V6B 1T5  
T 604.688.4220 F 604.688.4270  
info@integra-arch.com  
www.integra-arch.com

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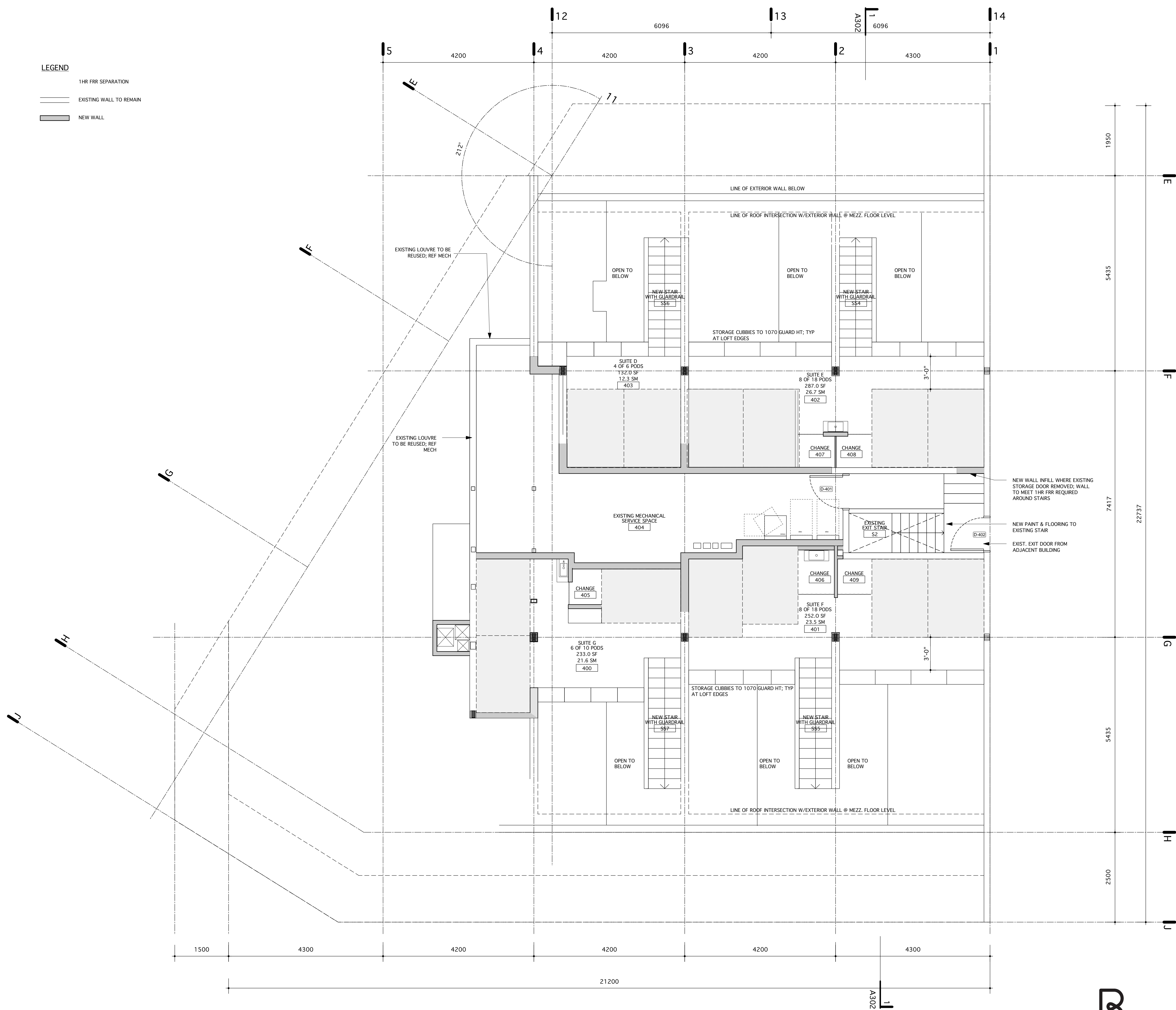
LEGEND

- 1HR FRR SEPARATION
- EXISTING WALL TO REMAIN
- NEW WALL



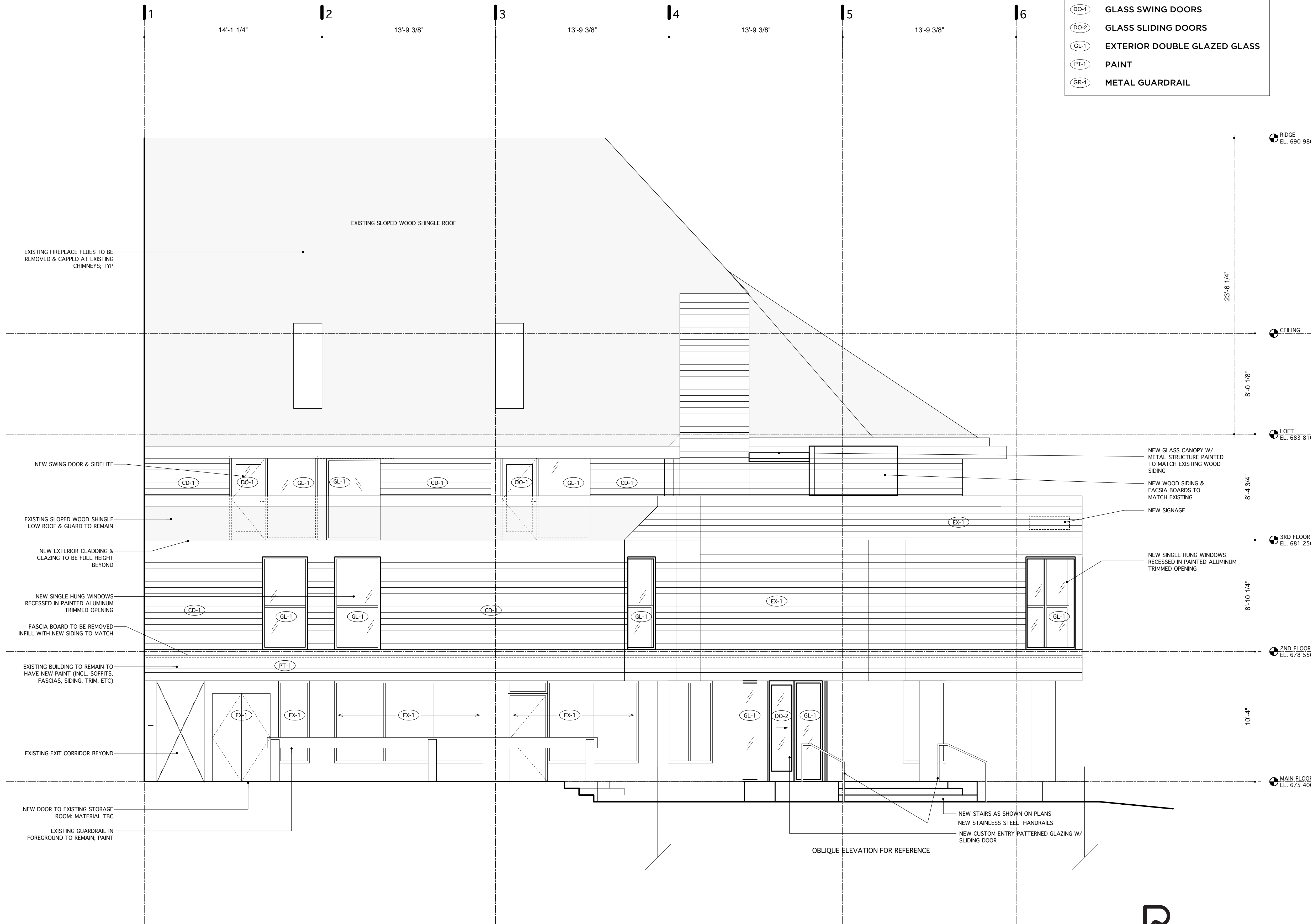


- LEGEND
- 1HR FRR SEPARATION
  - EXISTING WALL TO REMAIN
  - NEW WALL





MATERIALS LEGEND	
CON-1	CONCRETE
MT-1	METAL
WD-1	WOOD
CD-1	EXTERIOR CEDAR CLADDING
EX-1	EXISTING
DO-1	GLASS SWING DOORS
DO-2	GLASS SLIDING DOORS
GL-1	EXTERIOR DOUBLE GLAZED GLASS
PT-1	PAINT
GR-1	METAL GUARDRAIL

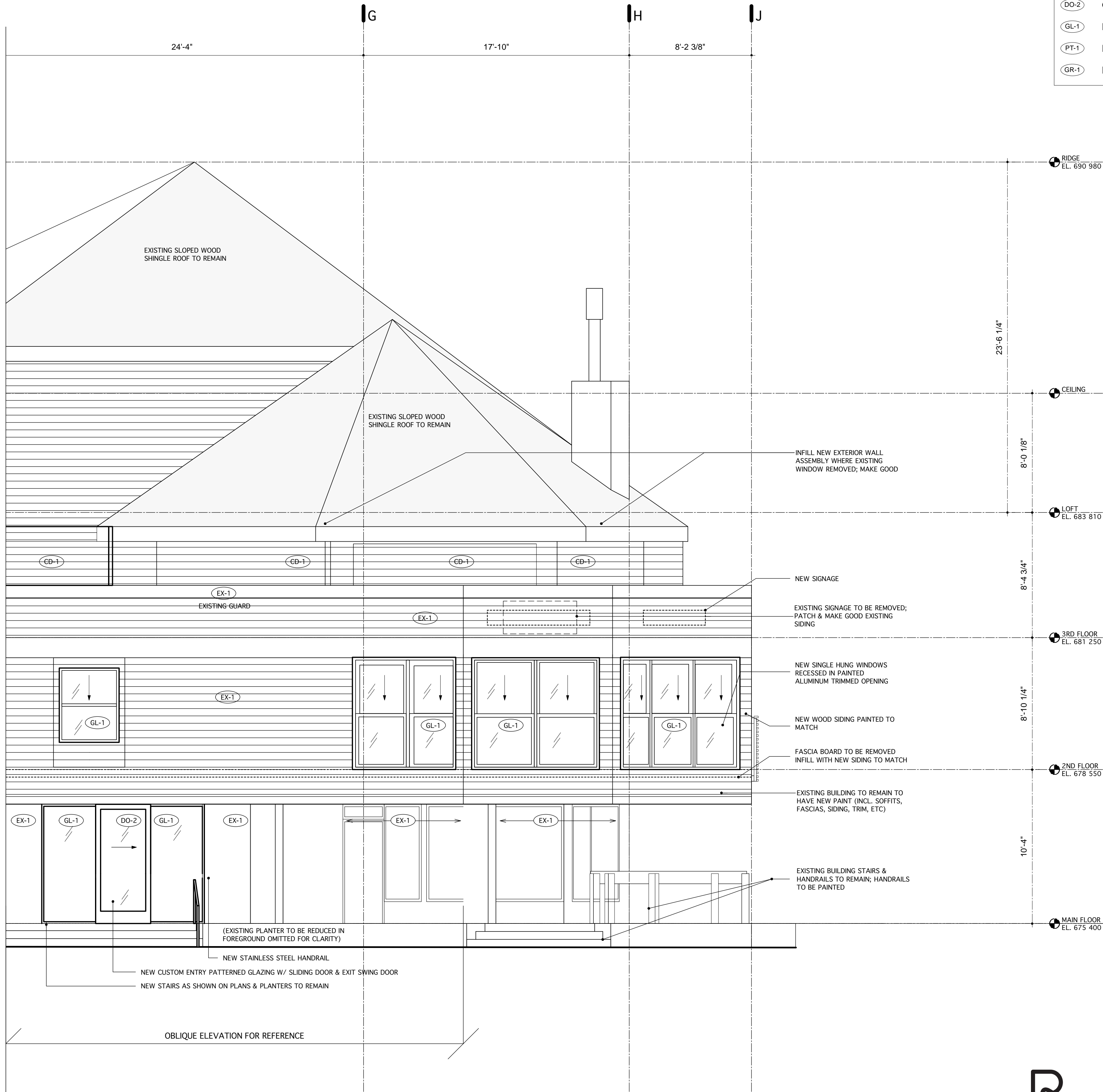




MATERIALS LEGEND	
(CON-1)	CONCRETE
(MT-1)	METAL
(WD-1)	WOOD
(CD-1)	EXTERIOR CEDAR CLADDING
(EX-1)	EXISTING
(DO-1)	GLASS SWING DOORS
(DO-2)	GLASS SLIDING DOORS
(GL-1)	EXTERIOR DOUBLE GLAZED GLASS
(PT-1)	PAINT
(GR-1)	METAL GUARDRAIL



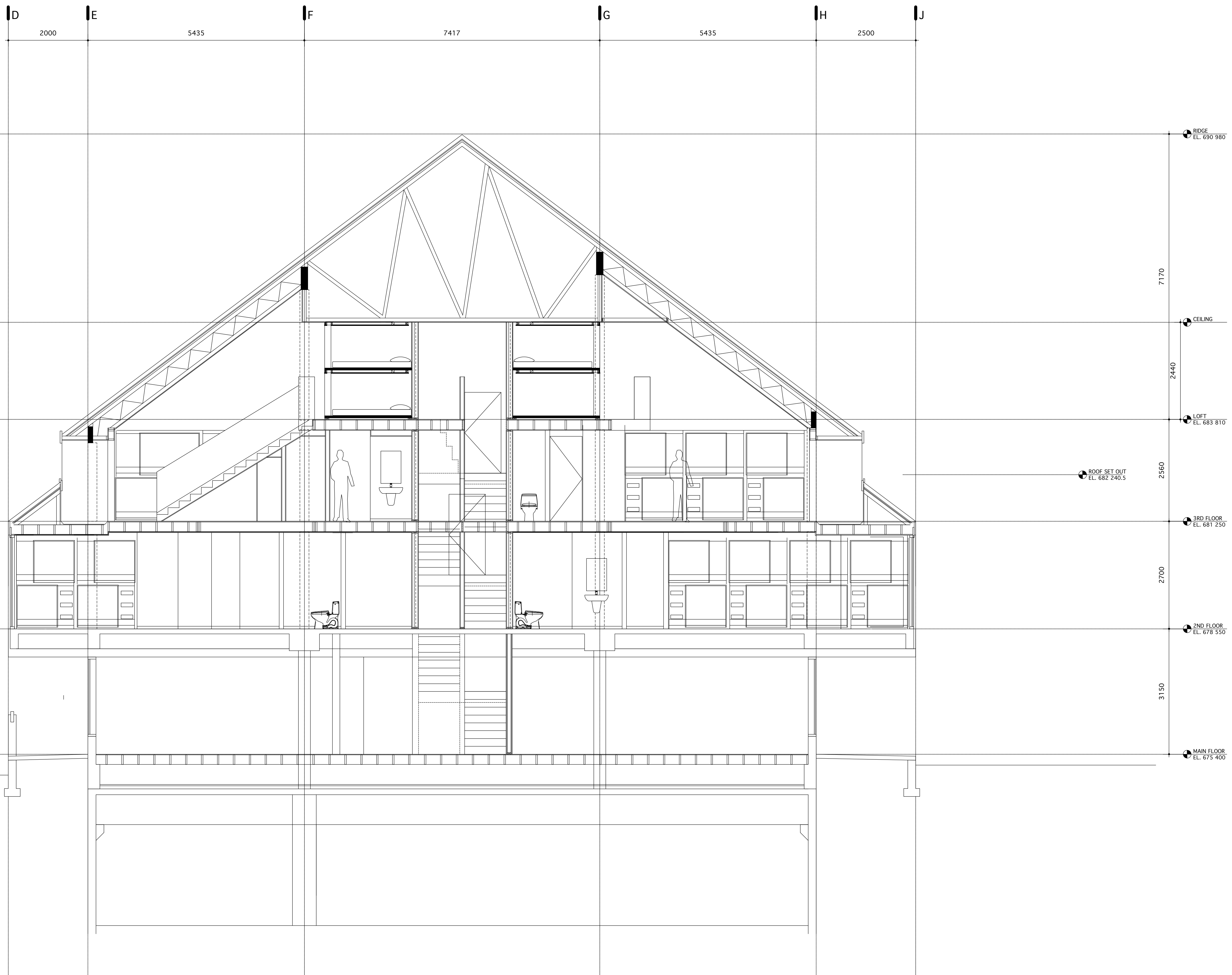




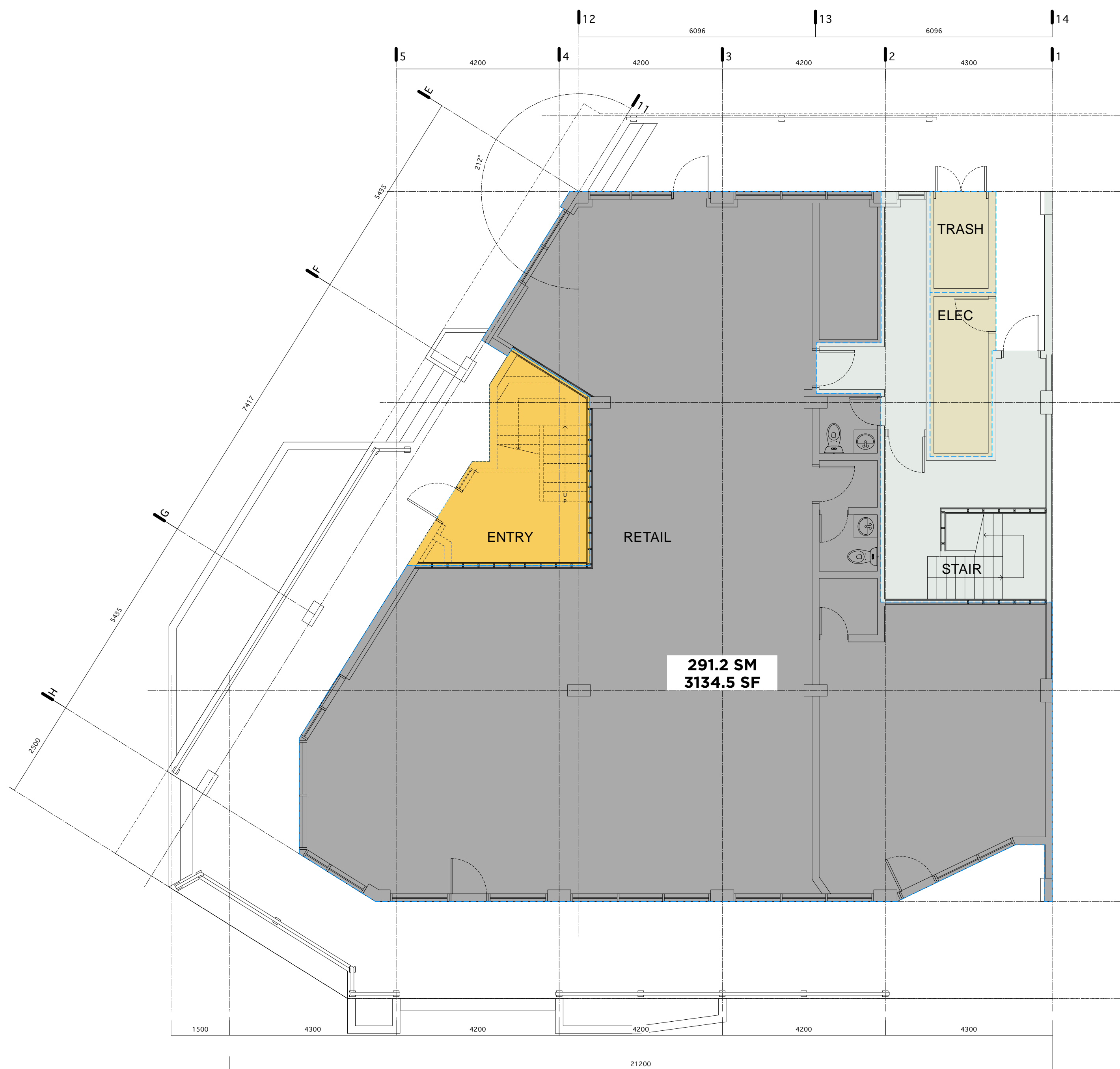




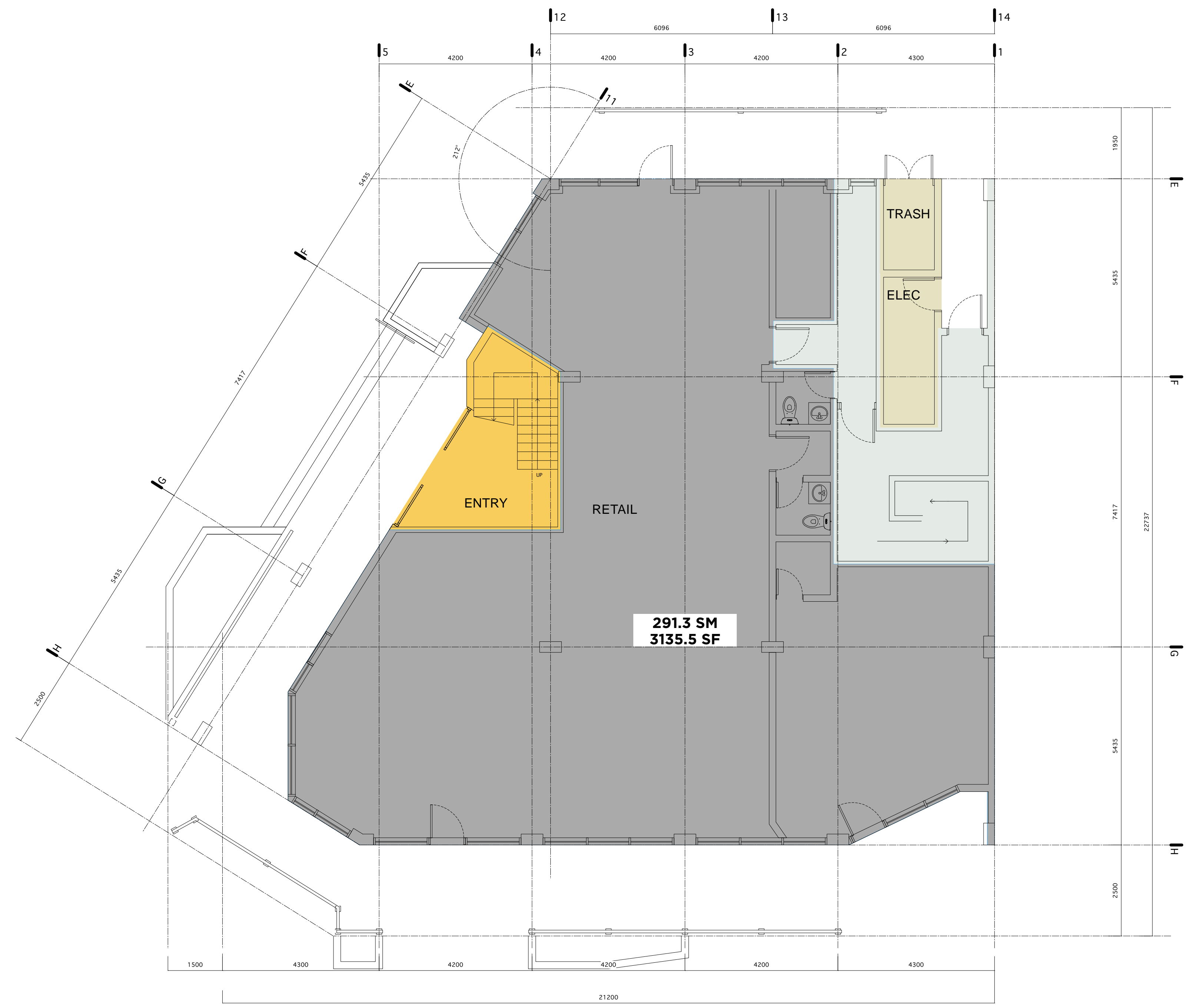








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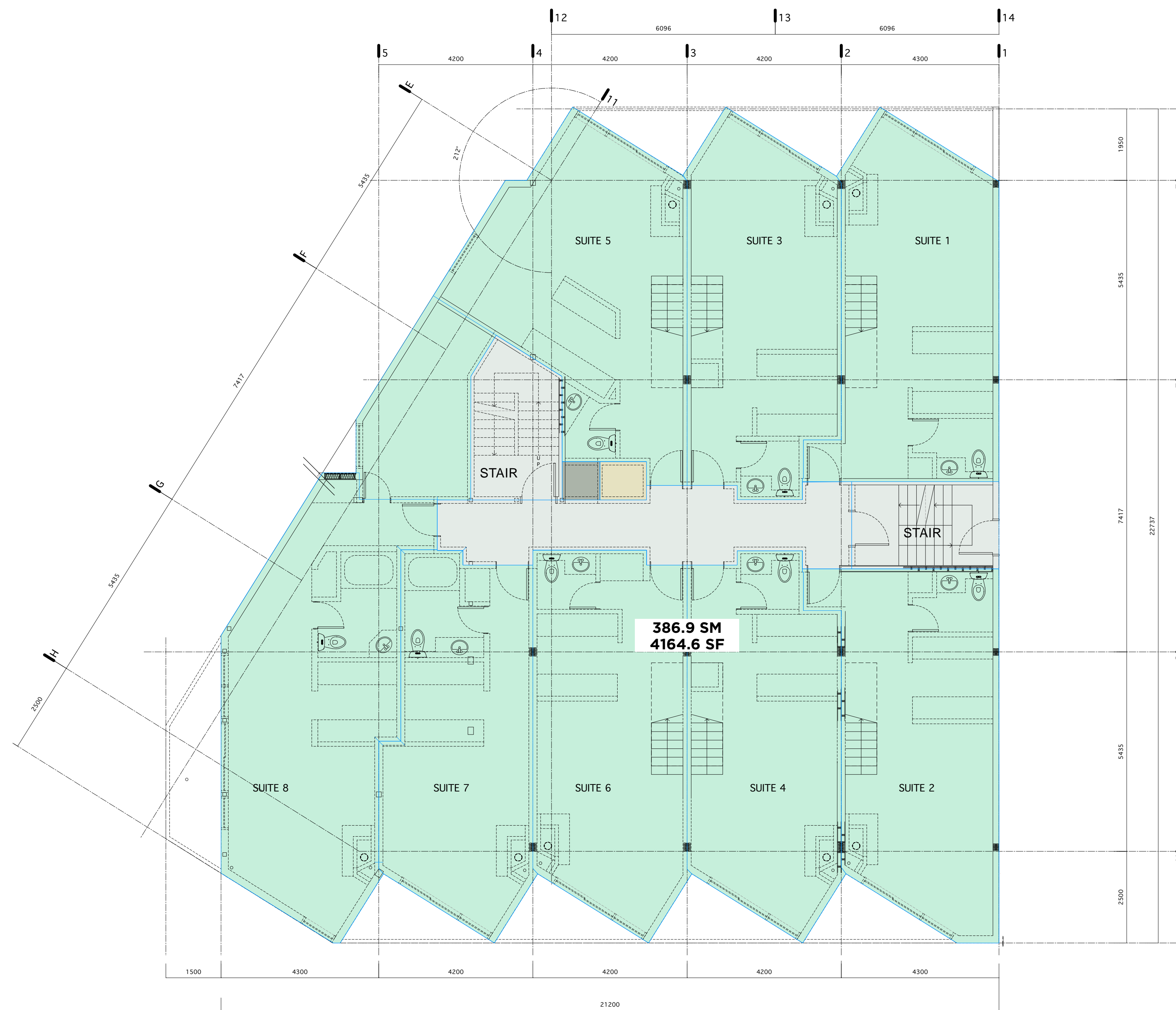


PROPOSED

LEGEND

- |  |   |
|--|---|
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| <span style="display: inline-block; width: 15px; height: 15px; background-color: #A9A9A9; border: 1px solid black;"></span> RETAIL                         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D2B48C; border: 1px solid black;"></span> LOBBY                     |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #D3D3D3; border: 1px solid black;"></span> STAIRS / CIRCULATION           | <span style="display: inline-block; width: 15px; height: 15px; background-color: #6B8E23; border: 1px solid black;"></span> LOBBY LOUNGE              |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #D4C08E; border: 1px solid black;"></span> MECH / ELEC / TRASH            | <span style="display: inline-block; width: 15px; height: 15px; background-color: #BDB76B; border: 1px solid black;"></span> CAFE                      |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #90EE90; border: 1px solid black;"></span> LIVING AREA                    | <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFFF00; border: 1px solid black;"></span> BIKE / SKI / GEAR STORAGE |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #696969; border: 1px solid black;"></span> STORAGE / LAUNDRY / JANITORIAL |   |





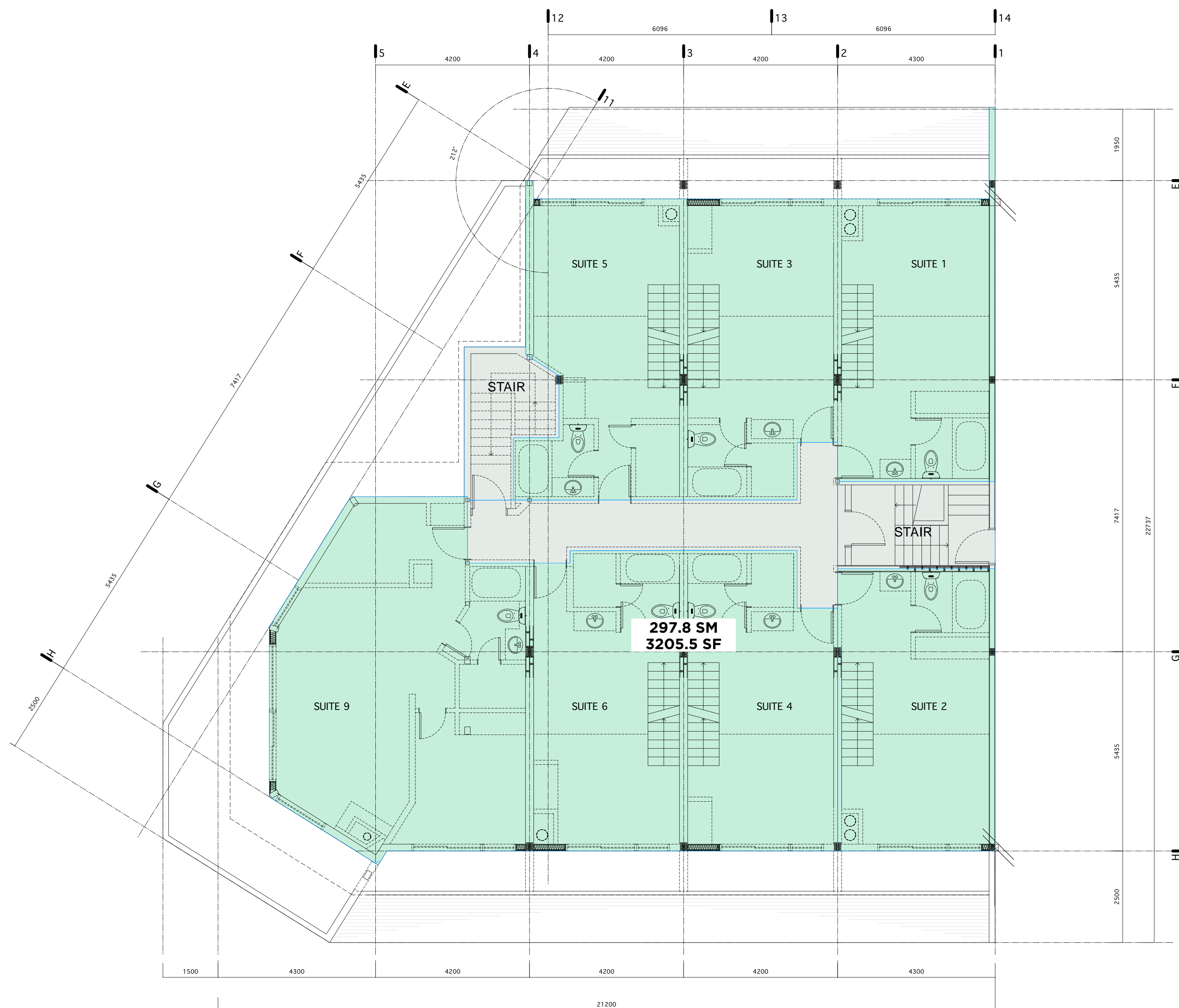
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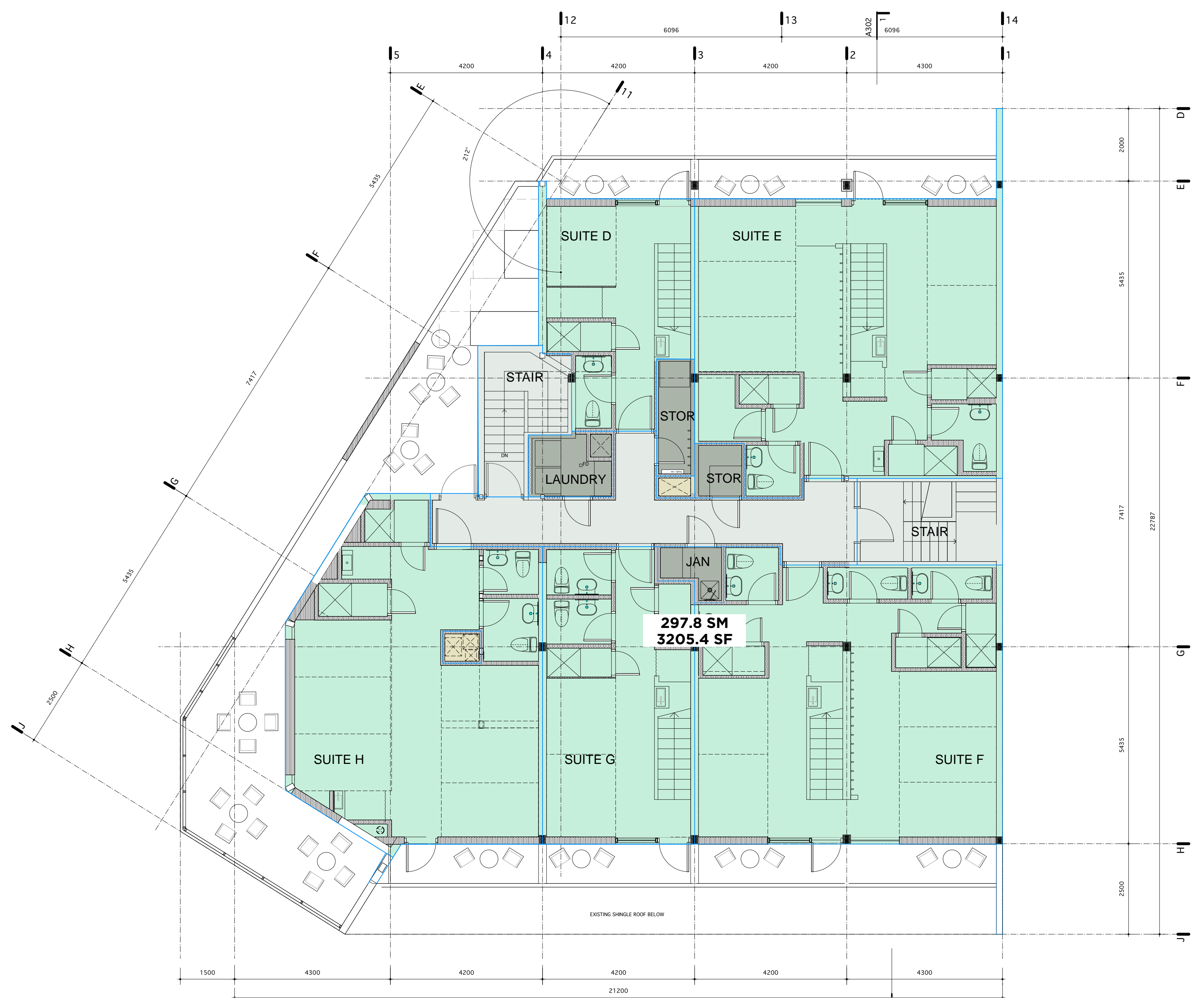
PROPOSED

LEGEND	
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<span style="display:inline-block; width:15px; height:15px; background-color:gray; border:1px solid black;"></span> RETAIL	<span style="display:inline-block; width:15px; height:15px; background-color:lightorange; border:1px solid black;"></span> LOBBY
<span style="display:inline-block; width:15px; height:15px; background-color:lightgray; border:1px solid black;"></span> STAIRS / CIRCULATION	<span style="display:inline-block; width:15px; height:15px; background-color:darkgreen; border:1px solid black;"></span> LOBBY LOUNGE
<span style="display:inline-block; width:15px; height:15px; background-color:lightyellow; border:1px solid black;"></span> MECH / ELEC / TRASH	<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span> CAFE
<span style="display:inline-block; width:15px; height:15px; background-color:lightblue; border:1px solid black;"></span> LIVING AREA	<span style="display:inline-block; width:15px; height:15px; background-color:yellowgreen; border:1px solid black;"></span> BIKE / SKI / GEAR STORAGE
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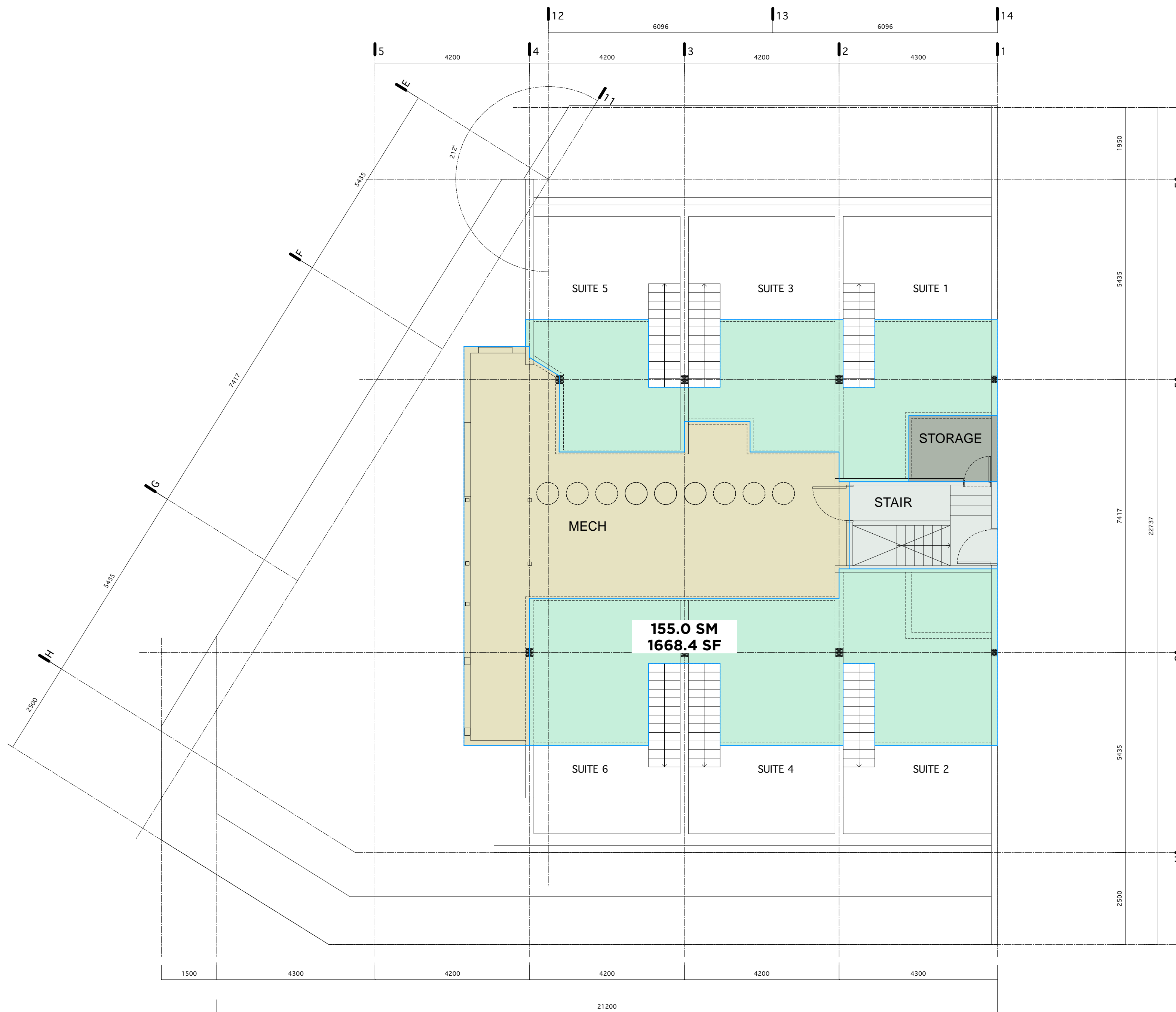
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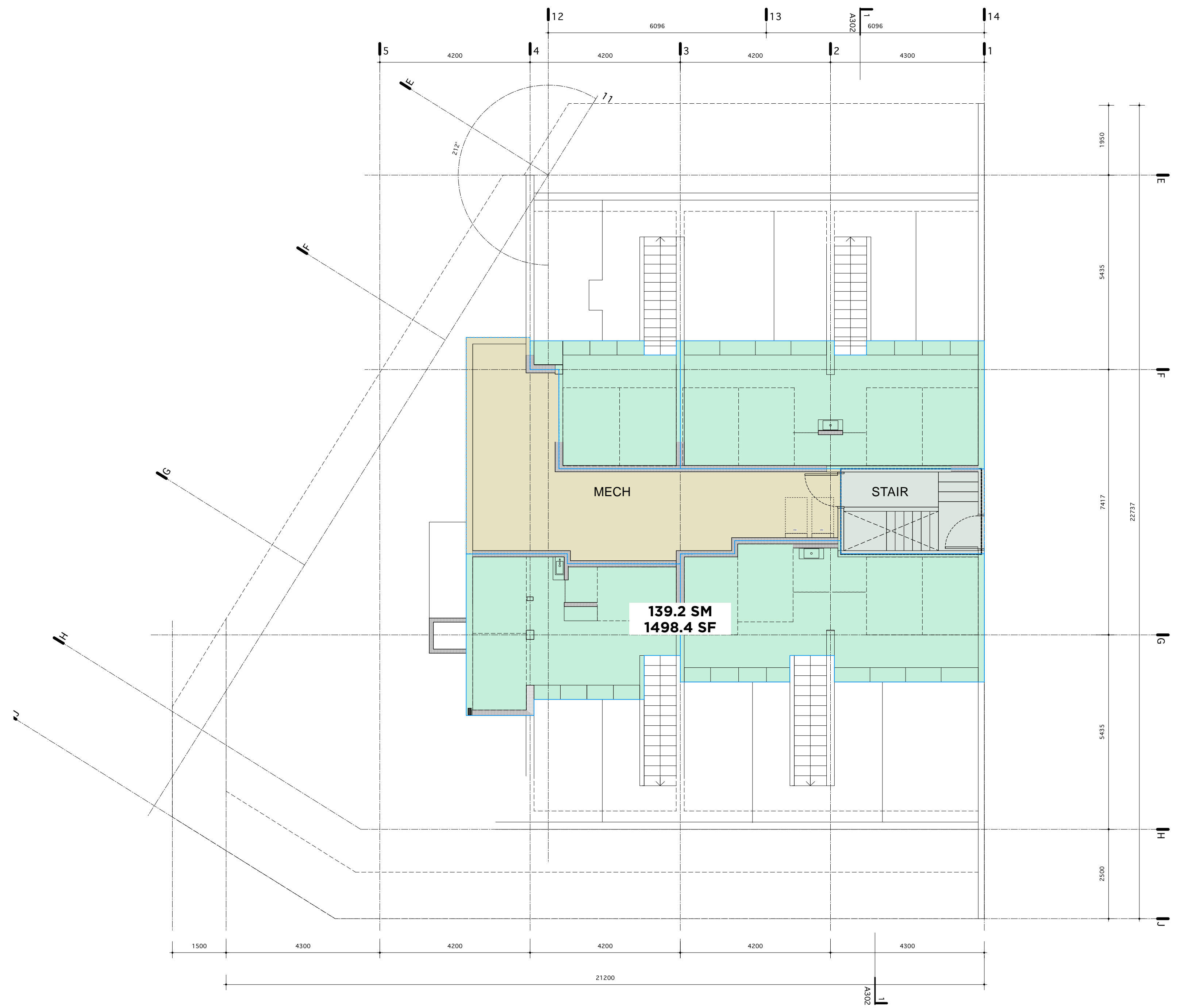
PROPOSED

LEGEND	
	MAIN ENTRY
	RETAIL
	STAIRS / CIRCULATION
	MECH / ELEC / TRASH
	LIVING AREA
	STORAGE / LAUNDRY / JANITORIAL
	LOBBY W/C
	LOBBY
	LOBBY LOUNGE
	CAFE
	BIKE / SKI / GEAR STORAGE





## EXISTING



## PROPOSED

### LEGEND

<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> MAIN ENTRY	<span style="display:inline-block; width:15px; height:15px; background-color:lightpink; border:1px solid black;"></span> LOBBY W/C
<span style="display:inline-block; width:15px; height:15px; background-color:gray; border:1px solid black;"></span> RETAIL	<span style="display:inline-block; width:15px; height:15px; background-color:lightorange; border:1px solid black;"></span> LOBBY
<span style="display:inline-block; width:15px; height:15px; background-color:lightgray; border:1px solid black;"></span> STAIRS / CIRCULATION	<span style="display:inline-block; width:15px; height:15px; background-color:darkgreen; border:1px solid black;"></span> LOBBY LOUNGE
<span style="display:inline-block; width:15px; height:15px; background-color:lightyellow; border:1px solid black;"></span> MECH / ELEC / TRASH	<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span> CAFE
<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span> LIVING AREA	<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> BIKE / SKI / GEAR STORAGE
<span style="display:inline-block; width:15px; height:15px; background-color:darkgray; border:1px solid black;"></span> STORAGE / LAUNDRY / JANITORIAL	





WOOD TRIM  
Benjamin Moore Raccoon Fur - 2126-20



WOOD SIDING  
Benjamin Moore Anchor Grey - 2126-30



WINDOWS, DOORS, METAL SCREEN & LOUVERS  
Light Bronze Anodized Aluminum



RECESSED LED LUMINAIRE FOR GROUND FLOOR SOFFIT ENTRY FEATURE



RECESSED LED LUMINAIRE FOR THIRD FLOOR SOFFITS



SIGNAGE DETAIL - BALCONY



SIGNAGE DETAIL - ENTRY

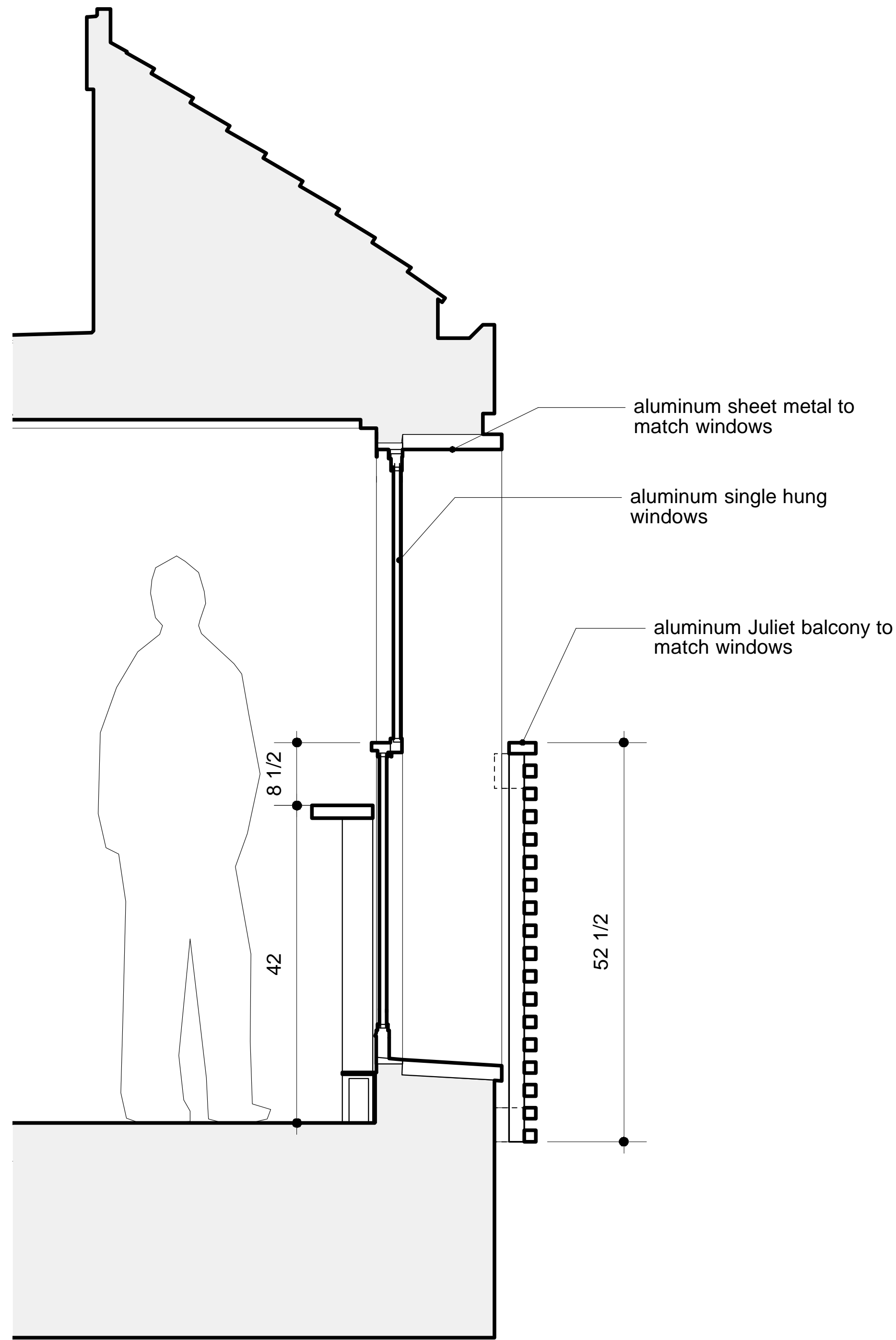


SIGNAGE DETAIL - NORTH ELEVATION



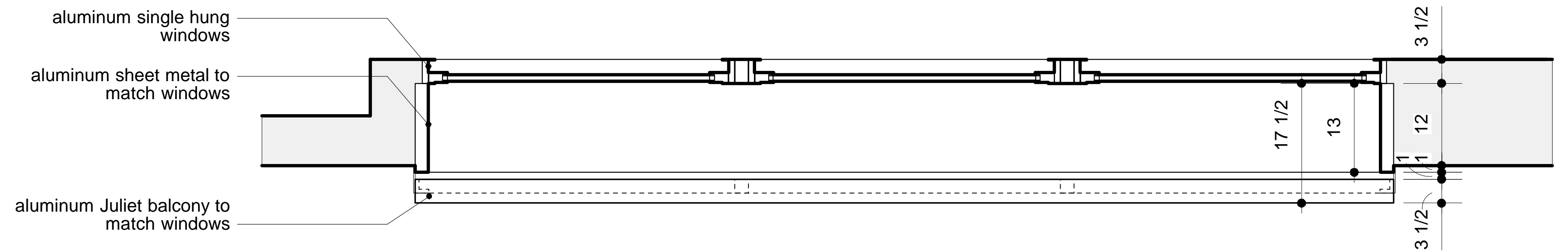
SIGNAGE DETAIL - WEST ELEVATION





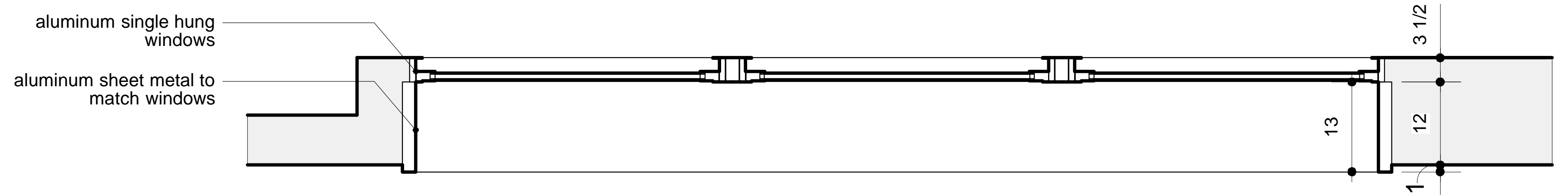
**Window "A" – Detail Section**

1/2" = 1"-0"



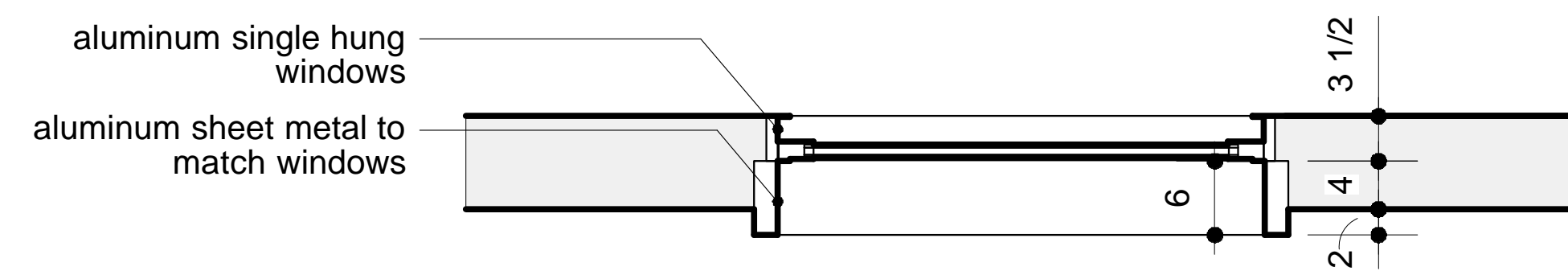
**Window "A" – Detail Plan Section**

1/2" = 1"-0"



**Window "B" – Detail Plan Section**

1/2" = 1"-0"



**Window "C" - Detail Plan Section**

1/2" = 1"-0"



3. A panel member suggested that the planting adjacent to the CME building could relate more to the form and character of the building rather than just an extension of the character of the bioswale.

### **Form and Character**

1. Panel recommended continued design development of the building façade to give the appearance of wrapping between the 2 buildings and to increase the visual appearance of the columns at the front entry to improve the sense of entry.

### **Materials, Colours and Details**

1. Panel felt the proposed colours are appropriate.
2. Panel recommended further design development to address building signage and street address.
3. Panel recommended consideration of at grade materials to mitigate dirt and muddiness based on the function of this program.

Moved by Duane Siegrist  
 Seconded by Pat Wotherspoon

**That** the Advisory Design Panel supports the project as presented; supports the variances mentioned by planning; and the applicant shall continue to work with staff taking into consideration Panel's comments to resolve building addressing/signage, to integrate at grade materials that would mitigate migration of dirt from truck/machine cleaning area to public roads, to provide a more diverse size and type of planting, to avoid the abruptness of the façade treatment by considering a wrapping appearance, and to provide a more prominent building façade at the front entry.

CARRIED.

*The applicant team left the meeting.*

Pangea Pod Hotel  
 1<sup>st</sup> Review  
 File No. DP1487

Duane Siegrist declared a conflict and stepped away from the Panel table. Dale Mikkelsen assumed the role of the Chair.

*Amica Antonelli, Planner, RMOW and the applicant team of Shamus Sachs, Marc Bricault of Bricault Design; Russell Kling, Jelena Kling of Pangea Global and Duane Siegrist of Integra Architecture entered the meeting.*

Amica Antonelli introduced the project proposal to convert 9 timeshare units to hotel rooms, café, a licensed lounge, redesigned entrance, changes in paint colour and size reduction of exterior planters.

Duane Siegrist and Shamus Sachs advised on the following.

1. The building was built approximately 36 years ago and has fallen into disrepair.
2. This project proposes a significant tenant improvement to the interiors of the 2<sup>nd</sup> and 3<sup>rd</sup> floors, new entry and lobby, repainting and generally improvements to the building's image.



3. The existing municipal planters will be reduced in size to permit a more visible and improved entry; new wider concrete entry stairs with a glass and bronze anodized aluminum louver canopy over the full stair width, recessed lighting will point down.
4. The 2<sup>nd</sup> floor will have hotel reception, storage lockers, a café serving light meals, and common area.
5. The existing 2<sup>nd</sup> floor balconies are small and only permit up to 2 people. The balconies will be enclosed and the space will be repurposed.
6. New recessed single hung windows on the 2<sup>nd</sup> floor that slide open downward to guard rail height creating the idea of a French balcony. The bronze anodized railings and recesses help to articulate the openings and add texture to the building.
7. Use colour to unite and visually repair a degraded appearance.
8. The proponent has engaged structural, mechanical, electrical, code consultants, a building envelope specialist as well as ongoing work with the RMOW.

Panel thanked the applicant for a well presented project and offers the following comments.

#### **Site Context and Landscaping**

1. Panel felt that there needs to be a more unified consideration for the ground plane around the entire building including the retail space. Encourage working with the RMOW Parks Dept. to improve the quality of their planters so that quality is achieved throughout.

#### **Form and Character**

1. Panel supports the proposed scale and the form of the changes.
2. Panel suggested taking some of the excitement of the inside and transferring it to the outside, perhaps with more animation of the public realm and integration of the building with the Village Stroll and landscaping enhancements as noted above.

#### **Materials, Colours and Details**

1. Panel had mixed opinion regarding the proposed colours and advised care in regard to setting precedence for colours not within the existing Village Guidelines.
2. Panel recommended replacing all of the existing cladding rather than just patching.
3. Panel had some concerns regarding the storage of wet soft goods and personal gear, as people may not leave them in the lockers; ensure that there is an amenity for the goods in the rooms.
4. Panel suggested providing a bike wash station or external/other ground-level bike storage.
5. Panel would ask the applicant to carefully review their elevations and revised planters to see if a railing is required and to remove railing if not; Panel generally supported a modified planter arrangement, but encouraged applicant to work toward 100% replacement of total area – less concerned about retention of the yews.



### **Universal Design**

1. Panel recognized that it is not within their purview but strongly encourages the applicant consider adding an elevator or a stair lift for barrier free access.

Moved by Dale Mikkelsen  
Seconded by Pat Wotherspoon

**That** the Advisory Design Panel generally supports the project as presented but notes concerns regarding universal access and has some concerns about supporting colours that vary from the Whistler Village Colour Guide (noting that the tones selected were generally supportable, but needed to be reviewed with care by the applicant and Staff team). The applicant shall continue to work with staff based closely on the comments provided by the panel, with particular attention to animation of the ground level throughout the building footprint; and staff shall work to develop a coordinated overall landscape plan for all building frontages. Panel does not need to see this project return for further review.

CARRIED.

*Amica Antonelli and the applicant team left the meeting.*

### **OTHER BUSINESS**

Nesters Crossing  
8060 Nesters Rd.  
File No. DP1483

Staff spoke with the applicant and requested the project return to Advisory Design Panel for a 2<sup>nd</sup> review. Panel was asked if they would prefer the presentation be given by staff or by the project architect. Panel advised that they prefer the presentation pertaining to the building form be given by the project architect.

### **ADJOURNMENT**

Moved by Dale Mikkelsen

**That** Advisory Design Panel adjourn the April 20, 2016 committee meeting at 4:12 p.m.

CARRIED

---

CHAIR: Duane Siegrist, Architect AIBC

---

SECRETARY: Melissa Laidlaw





## REPORT | ADMINISTRATIVE REPORT TO COUNCIL

**PRESENTED:** May 17, 2016

**REPORT:** 16-064

**FROM:** Infrastructure Services

**FILE:** 271.4

**SUBJECT:** 2016 OLYMPIC RESERVOIR REPLACEMENT – CONSTRUCTION AWARD

### COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

**That** the recommendation of the General Manager of Infrastructure Services be endorsed.

### RECOMMENDATION

**That** Council award the contract in the amount of \$4,372,219.42 (exclusive of GST) to Carver Construction Ltd. in accordance with their tender proposal dated May 5, 2016.

**That** Council direct staff to bring forward a subsequent amendment to the 2016-2020 Five-Year Financial Plan to include additional funds in 2016 and 2017 in the amounts of \$510,000 and \$260,000 respectively in support of this project.

### PURPOSE OF REPORT

The purpose of this report is to inform Council of the process and outcomes of the 2016 Olympic Reservoir Replacement tender process, and to request approval to proceed with 2016-2017 construction work totalling amount of \$4,372,219.42 (exclusive of GST), with increases to the 2016 – 2017 budget to reflect additional costs.

### DISCUSSION

The existing Olympic Reservoir is nearing the end of its design life, does not meet current structural standards for seismic design, and is showing signs of deterioration. The key objective of this project is to have new reservoir operating by the fall of 2016. The Resort Municipality of Whistler (RMOW) plans to replace the reservoir with a new reservoir and piping meeting the following criteria:

- Approximately the same volume as the existing reservoir (2.4 million litres) which is based on current, updated estimates of long-term water demands in the Whistler Village service area.
- Will be constructed at a level to match the pressure of the Lost Lake Reservoir, and will be constructed as a relatively shallow and wide reservoir to maintain consistent pressure (rather than the tower design of the existing reservoir).
- Will be constructed with two separate sections (“cells”) that can function independently, allowing for maintenance of the reservoir without the use of a specialized diving team.
- Provision of independent inlet and outlet piping, jetting of the reservoir inlets, and other measures to improve water quality.
- Provision of a valve station in the Village near Blackcomb Way to provide valves and level control for the reservoir in a location where the equipment can be accessed and maintained at any time of the year.
- Construction of twin water mains extending from the Village to the new reservoir in 2017. This will remove the current water main which lies under the Bike Park from service, and provide resilience in the event either water main must be removed from service for maintenance or repair.



## **Tender Results**

The tender for construction of this reservoir and associated piping was publicly advertised from April 12 to May 5, 2016. A mandatory site meeting was held for this project on April 19, 2016 with 22 contractor or sub-contractor representatives in attendance. Four (4) complete tenders were received as follows<sup>1</sup> (all priced exclusive GST):

Bidder	Tender Amount for 2016 work	Tender Amount for 2017 work <sup>2</sup>	Total Tender Amount
<b>Carver Construction</b>	<b>\$3,742,440.92</b>	<b>\$640,778.80</b>	<b>\$4,383,219.72</b>
Westport Construction	\$3,927,900.00	\$567,100.00	\$4,495,000.00
Cusano Contracting	\$3,997,000.00	\$1,000,000.00	\$4,997,000.00
Giffels Westpro	\$4,651,750.46	\$961,484.00	\$5,613,234.46

## **2016 Project Work**

The work will take place on Whistler Mountain adjacent to the Singing Pass Trail, and behind the bus shelter at the Village Gondola Exchange.

All of the work will take place within the RMOW's revised Crown Land tenure for the reservoir (Crown Land File 2411559).

The 2016 work includes the construction of:

- New Olympic Reservoir
  - Requires structural, mechanical and electrical works, interior and exterior piping and water main connections.
- Upper Water Main (from New Reservoir to existing water main connection at Old Reservoir)
  - Will be twinned so that the reservoir can fill and supply through different pipes. Requires valves, fittings and applicable appurtenances.
- Valve Kiosk
  - The aged altitude valve at the current Olympic Reservoir must remain in operation until the new reservoir is operating, and will be demolished with the old reservoir.
  - A new valve kiosk is to be constructed at the Gondola Transit Exchange behind the bus shelter adjacent to the Whistler Blackcomb (WB) hut. A kiosk design in this location will allow the required valves and controls to be located above ground to avoid confined space entry requirements, and will provide ease of access and maintenance year-round and at all times. The valve kiosk construction requires structural, mechanical and electrical works, control system, interior and exterior piping and water main connections for four major Village connections.
  - The valve kiosk includes zone flow meters to assist staff in finding water leaks in each of the connected water supply zones.

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<sup>1</sup> These are the costs as bid, and do not reflect subsequent changes following engineering review of the tender responses

<sup>2</sup> Estimated 3% CPI inflator for work occurring in 2017 not included



### **Recommended 2017 Project Work**

It is recommended that in 2017 the existing water main from near the old reservoir down to the new valve kiosk at the Gondola Transit Exchange be replaced with a new “twinned” main along the Singing Pass access road (the “Lower Water Main”).

The old existing water main connects the existing Olympic Reservoir to the Village supply zone and loops through the middle of the Whistler Olympic ski run/Whistler Bike Park.

A staff objective had been to twin the existing water main, along its current route, at some unspecified future date, in order to provide the best possible water quality by ensuring continuous turnover of the water in this large reservoir. This approach has been used with RMOW’s newer reservoirs whenever practical (e. g. Rainbow, Cheakamus), and has the added benefit of allowing shutdown and maintenance or repair of either pipe and its valves at any time. The latter benefit is of particular importance in regards to the Olympic Reservoir.

The existing cast iron pipe is estimated to be 40 years old and is not scheduled for replacement, however its location is precarious. As staff have recently learned in discussions with WB, each year WB excavates and move soils back and forth over this critical water main with heavy equipment. As a result the present level of cover over the water main is unknown (and is likely less than RMOW’s two metre standard). Cast iron pipe is known to be subject to brittle failure under mechanical load, as well as accelerated corrosion in soft and low pH water.

The Engineer and Staff recommend the existing water main be decommissioned, and a new Lower Water Main be installed to the side of the Singing Pass Trail access road. This project element was not originally included in the 2016-2020 Five Year Plan.

### **WHISTLER 2020 ANALYSIS**

<b>W2020 Strategy</b>	<b>TOWARD Descriptions of success that resolution moves us toward</b>	<b>Comments</b>
Finance	<ul style="list-style-type: none"> <li>Whistler lives within its financial means</li> <li>The resort community effectively and efficiently balances its costs and expenditures</li> <li>The long-term consequences of decisions are carefully considered</li> </ul>	The tendering process was competitive due to the large scope of work and number of responses: four bids were received, all from qualified bidders.
Water	Whistler’s potable water supply system delivers water of excellent quality, which meets or exceeds all relevant health standards, and meets benchmark aesthetic standards whenever possible.	Completion of this project will enable the old reservoir to be decommissioned safely and maintenance of the new reservoir to occur much more efficiently. Twin pipes will ensure constant turnover, resulting in higher quality water.
Water	Water supply, wastewater management and flood control infrastructure minimize energy requirements, and favour sustainably managed materials and resources.	Materials and installation techniques will provide substantially more durability than previous. Reduced fuel and electricity use will result.
Water	With respect to water resources, capital and long-term costs are managed in a financially prudent and fiscally responsible manner.	More durable materials, better design will result in lower long term costs, tendering process competitive due to large scope of work.



W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
	None.	

## OTHER POLICY CONSIDERATIONS

None.

## BUDGET CONSIDERATIONS

Engineers' 2015 pre-design estimate for engineering fees (\$200,000) and construction costs in the (\$3,300,000) were included in the 2015-2020 Five Year Plan.

Design engineers were subsequently engaged in early 2016 to provide the detailed design, tendering, and construction supervision services for this project.

Major changes affecting the current revised cost forecast have been in the following areas:

- Installing valve kiosk in Village rather than valve chamber on Whistler Mountain
- Reservoir overflow pipe extension, with erosion control
- Relocating and twinning supply and return pipes on Whistler Mountain

Other changes also affecting costs have been:

- Crown Land Tenure amendment including surveying, application fees, and consulting fees
- Tree clearing and removal costs
- Slope stabilization design and construction estimate required to accommodate:
  - Reservoir location moved 10m south
  - Stabilizing existing WB mountain bike trail
- Estimated WB Mountain safety management costs
- Temporary reservoir communication and control equipment and SCADA integration
- Permanent valve kiosk communication and control equipment and SCADA integration

Carver Construction's adjusted low bid of \$4,372,219.42 (exclusive of GST) includes all optional items, and does not include any contingency for indeterminate amounts such as additional rock removal. It is the intention of staff to issue a change order after award to remove one optional item in the amount of \$54,538. That pending reduction has been accounted for in the table below.

The table below summarizes the changes from the current five year plan to the new proposed plan:

Item	2016 Plan	2017 Plan	2016 Update (May 9, 2016)	2017 Update (May 9, 2016)	2016 Change	2017 Change	Total Change
<b>Construction Sub-Total</b>	3,300,000	0	3,676,903	660,002	376,903	660,002	1,036,904
<b>Engineering Sub-Total</b>	200,000	0	252,385	46,650	52,385	46,650	99,035
<b>Additional Items Sub-Total</b>	0	0	82,450	0	82,450	0	82,450
<b>Demolish Reservoir</b>	0	750,000		300,000	0	(450,000)	(450,000)
<b>Zone 775 Rationalization</b>	0	50,000		50,000	0	0	0
<b>Total</b>	<b>3,500,000</b>	<b>800,000</b>	<b>4,010,000</b>	<b>1,060,000</b>	<b>510,000</b>	<b>260,000</b>	<b>770,000</b>

Sufficient uncommitted funds exist in the Water Reserves to support an amendment to the Five-Year Financial Plan 2016–2020 to include additional funds in 2016 and 2017 in the amounts of \$510,000 and \$260,000 respectively, for a total increase of \$770,000 (plus GST as applicable).



## **COMMUNITY ENGAGEMENT AND CONSULTATION**

Not performed as part of this project.

## **SUMMARY**

The tender process was public and competitive, and the lowest bidder is well qualified to do the work.

The project engineer has recommended the RMOW accept the lowest bid at \$4,372,219.42 exclusive of GST. Staff support the engineers' conclusion.

The additional works proposed (primarily valve kiosk in the Village and a twinned pipe to the new reservoir) are strongly recommended by staff to ensure the highest practical reliability and water quality.

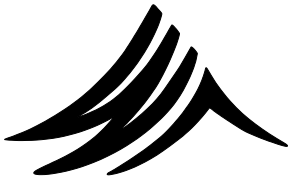
Staff therefore recommend Council accept the low bid for the work, and award the contract to Carver Construction Ltd.

Additional funds of \$510,000 are needed to cover the 2016 project amount and these are available from the Water Operating Reserve. Additional funds of \$260,000 are needed for the forecast 2017 amount, and these are also available from the Water Operating Reserve. Recommend Council direct staff to bring forward a subsequent amendment to the 2016-2020 Five Year plan to include these additional amounts.

Respectfully submitted,

Michael Day, P. Eng.  
UTILITIES GROUP MANAGER  
for  
James Hallisey  
GENERAL MANAGER, INFRASTRUCTURE SERVICES





## MINUTES      INAUGURAL MEETING OF THE TRANSPORTATION ADVISORY GROUP (TAG) TUESDAY, DECEMBER 8, 2015, STARTING AT 9:30

### PRESENT:

Nancy Wilhelm-Morden, RMOW Mayor – TAG Chair  
Steve Anderson, RMOW Councillor  
Andree Janyk, RMOW Councillor  
Mike Furey, RMOW – Chief Administrative Officer  
Barrett Fisher, Tourism Whistler – President and Chief Executive Officer  
Karen Goodwin, Tourism Whistler, Alternate  
Mark Sedgwick, Whistler Blackcomb – VP Information Technology  
Bill Murray, Member-at-Large  
Ben Smith, Member-at-Large  
Don Legault, Ministry of Transportation and Infrastructure Operations Manager  
Johann van Schaik, BC Transit – Senior Regional Transit Manager  
Jan Jansen, RMOW - General Manager Resort Experience  
Joe Paul, RMOW – General Manager Infrastructure Services  
James Hallisey, RMOW – Apprentice GM of Infrastructure Services  
Emma DalSanto, RMOW – Transportation Demand Management Coordinator  
Jim Dunlop, RMOW – Engineering Technologist & Recording Secretary

### REGRETS:

Janusz Sobieniak, Member at-Large  
Val Litwin, Whistler Chamber of Commerce, Chief Executive Officer

### WELCOME by Mayor and CAO

1)	9:35 am	<b>ADOPTION OF AGENDA</b>  Adoption of the Regular Transportation Advisory Group (TAG) agenda of December 8, 2015.  <i>Motion: James Hallisey</i>  <i>Second: Emma DalSanto</i>
2)		<b>ADOPTION OF MINUTES</b> N/A.
3)	9:40 to 10:00 am	<b><i>Committee Member Introductions</i></b> Roundtable of introductions by all TAG members, voting and non-voting  <i>Completed</i>



4)	10:00 to 10:10 am	<p><b>Committee Orientation</b>  RMOW Staff review of</p> <ul style="list-style-type: none"> <li>• Key administrative points in the TAG Terms of Reference including Council Policy A-21 – Council Governance Manual</li> <li>• TAG Agenda Structure</li> </ul> <p><i>Completed by Emma DalSanto</i></p>
5)	10:10 am	<p><b>Selection of the Chair</b>  Formal selection of the TAG Chair as per the TAG Terms of Reference.</p> <p><i>Senior Member of Council Nominated (standard)  Mayor Wilhelm-Morden Selected</i></p>
6)	10:20 to 11:15 am	<p><b>Transportation Today Presentation 1: Define the purpose of TAG</b>  RMOW staff briefing on TAG</p> <ul style="list-style-type: none"> <li>• Purpose</li> <li>• Role</li> <li>• Decision Making Process</li> </ul> <p><i>Members to provide contact information to Emma DalSanto for TAG communication purposes.</i></p>
7)	11:15 am to 12:00 pm	<p><b>Transportation Tomorrow Exercise 1: TAG Scoping Exercise</b></p> <ul style="list-style-type: none"> <li>• Identify and prioritize transportation related issues to, from, and within Whistler</li> </ul> <p><i>Points provided during the meeting to be added to the previously gathered information from the Survey Monkey exercise.</i></p> <ul style="list-style-type: none"> <li>▪ AJ – would like to see the issues that are raised approached from both the Regional standpoint as well as Local</li> <li>▪ SA – asked for the capacity of the existing road system to be identified (this will be covered by the ongoing studies and presented to TAG)</li> <li>▪ MS – asked that the responses to the survey be provided to all of the stakeholders</li> </ul>



MINUTES

Inaugural Transportation Advisory Group Meeting

Tuesday, December 8, 2015

Page 3

		<ul style="list-style-type: none"><li>▪ <i>BS – asked “How are the TAG initiatives being paid for?”</i></li><li>▪ <i>MF – corridor communities need to look at highway capacity under the existing conditions and predict the situation that is coming under known development (RMOW is working with MoTI on a study and will present results to TAG in 2016)</i></li><li>▪ <i>NWM – wants environmental issues to be included in the reviews and promote Modal Shifts.</i></li><li>▪ <i>EDS (for VL) – review of the events that cause congestion.</i></li><li>▪ <i>NWM – further to above... review more than just the traffic coming and going from the resort but also the events that impact the highway and reduce capacity for any period of time.</i></li><li>▪ <i>BF – The survey did not allow enough room to provide the actual scope of issues to be identified (5 were asked for but 10 could have been provided)</i></li><li>▪ <i>BF – consideration of high-speed rail service (not previously mentioned due to economics)</i></li><li>▪ <i>MF – generally stakeholders are invited to participate in committees through the chair</i></li><li>▪ <i>MF – TAG needs to look at issues from the perspective of the Lower Mainland as well. Where we would like to see a reduction of traffic on the Sea-to-Sky highway, the power that be in the Lower Mainland may see the Sea-to-Sky as a viable opportunity to promote a shift in development initiatives.</i></li><li>▪ <i>JP – Modal shift will be a key focus area for TAG</i></li><li>▪ <i>BM – How will the focus area(s) be determined? <b>JP – This will be done through TAG with data provided by staff.</b></i></li><li>▪ <i>NWM – Suggests to read the TAG Report as provided by EDS.</i></li><li>▪ <i>AJ – how far of an outlook is to be considered? 5 years, 10 years, 20 years?</i></li><li>▪ <i>AJ – when will there be an opportunity to ‘throw out the big-crazy ideas?’ <b>JP – at future meetings never allow these ideas to drop off.</b></i></li></ul>
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		<ul style="list-style-type: none"> <li>▪ <i>BM – The previous incarnation of TAG hired Paul Matthews and Eco Sign to help develop a plan. Will there be further consulting with this version of TAG? <b>JP – Yes.</b></i></li> <li>▪ <i>JH – when considering ideas look both long and short term</i></li> </ul>
8)		<p><b><i>Transportation Tomorrow: Phase II of the Parsons Modelling Project</i></b></p> <p><i>Parsons is a consulting firm that is compiling information to create a traffic model for the corridor that will predict traffic conditions 10, 15, 20 and 25 years in the future. There is a hope that their findings will be presentable as economic impact.</i></p> <p><i>JP – Quantifying the congestion impact is very important, it will help the lay person relate to the impacts and allow for a fair prioritization of projects.</i></p> <p><i>NWM – suggests contacting the Colorado consultants regarding their findings on what magnitude of impact is required before decisions are changed.</i></p>
10)	11:50 am	<p><b><i>Motion to Adjourn</i></b></p> <p><i>SA – motion to adjourn</i>  <i>NWM - seconded</i></p>

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CHAIR: Mayor Nancy Wilhelm-Morden

*Notes prepared by Jim Dunlop, RMOW Engineering Technologist.*





# WHISTLER

## MINUTES

### REGULAR MEETING OF THE MAY LONG WEEKEND COMMITTEE

MONDAY, JANUARY 18, 2016, STARTING AT 3:30 P.M.

In the Flute Room

4325 Blackcomb Way, Whistler, BC V0N 1B4

#### PRESENT:

Chair, RMOW General Manager, Corporate and Community Services, Norm McPhail

Councillor John Grills

General Manager, Delta Whistler, Jeff Kennedy

Director of Bars and Pubs, Gibbons Hospitality, Terry Clark

RCMP Staff Sergeant, Steve LeClair

RMOW Manager, Village Animation and Events, Bob Andrea

Recording Secretary, Rose Lawrence

#### REGRETS:

Member at Large, Nicole Shannon

#### ADOPTION OF AGENDA

Moved by Councillor J. Grills

Seconded by T. Clark

**That** the May Long Weekend Committee adopt the Regular May Long Weekend Committee agenda of January 18, 2016.

CARRIED

#### ADOPTION OF MINUTES

Moved by Councillor J. Grills

Seconded by S. LeClair

**That** the May Long Weekend Committee adopt the Regular May Long Weekend Committee minutes of September 28, 2015.

CARRIED

#### PRESENTATIONS/REPORTS

May Long Weekend  
Survey

The initial survey questions were reviewed and changes were made. The draft document will be circulated to the Committee before being sent to the Whistler Chamber to circulate to its members.

Terms of Reference  
Review

The 2015 Terms of Reference were reviewed, and suggestions for the 2016 Terms of Reference document were made.



**OTHER BUSINESS**

*There were no items of Other Business.*

**ADJOURNMENT**

Moved by Councillor J. Grills

**That** the May Long Weekend Committee adjourn the January 18, 2016 meeting at 3:53 p.m.

CARRIED

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CHAIR: N. McPhail



**RESORT MUNICIPALITY OF WHISTLER  
LAND USE CONTRACT DISCHARGE AND ZONING AMENDMENT BYLAW (3401 PANORAMA  
RIDGE) NO. 2103, 2016**

**A BYLAW TO DISCHARGE A LAND USE CONTRACT AND AMEND THE WHISTLER ZONING AND  
PARKING BYLAW NO. 303, 2015**

**WHEREAS** Council may, in a zoning bylaw pursuant to Sections 479, 482 and 525 of the *Local Government Act*, R.S.B.C. 2015, c. 1 divide all or part of the area of the Municipality into zones, name each zone and establish the boundaries of the zone, regulate the use of land, buildings and structures within the zones, require the provision of parking spaces and loading spaces for uses, buildings and structures, and establish different density regulations for a zone, one applicable to the zone generally and the other to apply if conditions are met; and

**WHEREAS** a land use contract may, under s.546 of the *Local Government Act*, be discharged by bylaw with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the discharge; and

**WHEREAS** the owner of the lands legally described as Lot 22 Block M District Lot 4750 Plan 17791 has agreed in writing to the discharge of the land use contract charging those lands and those lands are presently zoned RS1 under Zoning and Parking Bylaw No. 303, 2015;

**NOW THEREFORE** the Municipal Council of the Resort Municipality of Whistler, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Land Use Contract Discharge Bylaw and Zoning Amendment Bylaw (3401 Panorama Ridge) No. 2103, 2016"
2. That certain land use contract registered in the Vancouver Land Title Office under No. F56921 on August, 17, 1978, is discharged from the lands described as Lot 22, Block M, District Lot 4750, Plan 17791, and the Municipal Clerk shall register a discharge of that land use contract in respect of such lands, together with a certified copy of this bylaw, in the Land Title Office in accordance with the *Land Title Act* and Section 546 of the *Local Government Act*.
3. Zoning and Parking Bylaw No. 303, 2015 is amended by amending Schedule "A" Zoning Map by removing the LUC designation of the lands described as Lot 22, Block M, District Lot 4750, Plan 17791 leaving the designation as RS1 (Residential Single Family One) as shown in heavy black outline and identified on the plan annexed to this Bylaw as Schedule "1".
4. If any section or phrase of this bylaw is for any reason held to be invalid by a decision of any court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this Bylaw.

Given first and second readings this 3rd day of May, 2016.

Pursuant to Sections 464 and 465 of the *Local Government Act*, a Public Hearing was held this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Given third reading this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Approved by the Minister of Transportation this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Adopted by the Council this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.



**Land Use Contract Discharge and Zoning Amendment (3401 Panorama Ridge) No. 2103, 2016**

\_\_\_\_\_  
Nancy Wilhelm-Morden,  
Mayor

\_\_\_\_\_  
Laurie-Anne Schimek  
Municipal Clerk

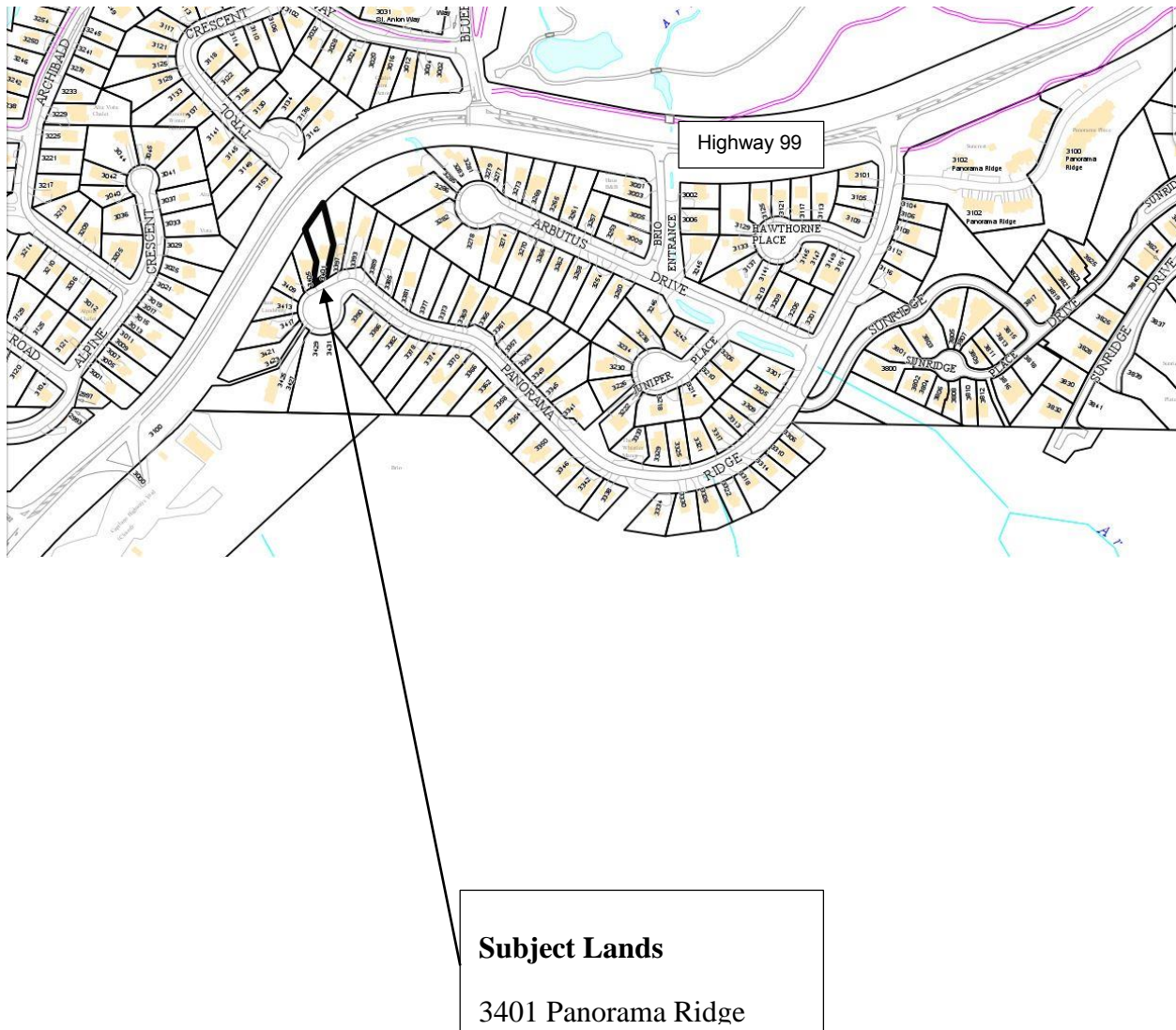
I HEREBY CERTIFY that this is a true  
copy of "Land Use Contract Discharge  
Bylaw (3401 Panorama Ridge) No. 2103,  
2016"

\_\_\_\_\_  
Laurie-Anne Schimek  
Municipal Clerk



**SCHEDULE 1**

**3401 Panorama Ridge  
(Lot 22, Block M, District Lots 4750 Plan 17791)  
to remove LUC designation and leave designation as RS1 (Residential Single Family One)**





**RESORT MUNICIPALITY OF WHISTLER**

**“FIVE-YEAR FINANCIAL PLAN 2016-2020 AMENDMENT BYLAW NO. 2121, 2016”**

**A BYLAW**

**TO AMEND “FIVE-YEAR FINANCIAL PLAN 2016 - 2020 BYLAW NO. 2118, 2016”**

**WHEREAS** the Council must have a financial plan pursuant to Section 165 of the *Community Charter*;

**AND WHEREAS** the Council deems it necessary and appropriate to amend the five-year financial plan for the years 2016 to 2020;

**NOW THEREFORE** the Council of the Resort Municipality of Whistler in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited for all purposes as the “Five-Year Financial Plan 2016–2020, Amendment Bylaw No. 2121, 2016”.
2. Schedules “A” and “B” of Five-Year Financial Plan 2016-2020 Bylaw No. 2118, 2016 are replaced by Schedules “A” and “B” attached to and forming part of this bylaw.

GIVEN FIRST, SECOND, and THIRD READINGS this 3rd day of May, 2016.

ADOPTED by Council this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Nancy Wilhelm-Morden  
Mayor

\_\_\_\_\_  
Laurie-Anne Schimek  
Municipal Clerk

I HEREBY CERTIFY that this is a true copy  
of “Five-Year Financial Plan 2016 – 2020,  
Amendment Bylaw No. 2121, 2016”.

\_\_\_\_\_  
Laurie-Anne Schimek  
Municipal Clerk



April 22, 2016

Dear Mayor Wilhelm-Morden and Whistler Council,

Hello and Happy Earth Day!

Thank you so much for answering the letter we wrote to you on March 22, 2016, World Water Day. We have just heard that the Federation of Canadian Municipalities will not be voting on the City of Victoria's Federal Bill of Environmental Rights Resolution this June. We hope it will be looked at the next time they meet.

We would like your municipality to consider writing a letter directly to Prime Minister Justin Trudeau, Minister of Environment and Climate Change Catherine McKenna and other federal leaders, including your local Member of Parliament, asking them to champion a Federal Bill of Environmental Rights. We are adding a sample letter for you to look at.

We are so thankful to you for taking the time to write back to us. We don't have all the words to describe how it makes us feel, but it is amazing to be listened to and have our ideas and requests respected. We wish all kids shared our feeling of being empowered. If they did they would probably do so much more to make the world a better place.

Thank you for reading this letter. We feel so lucky to live in British Columbia where so many people and communities care about the environment and are willing to work to make positive change.

Sincerely,

Rupert and *Franny*  
Rupert (12) and Franny (9) Yakelashek  
2523 Belmont Avenue  
Victoria, BC  
V8R 4A5  
[skyeladell@mac.com](mailto:skyeladell@mac.com) (our mom's email address)





## REPORT | ADMINISTRATIVE REPORT TO COUNCIL

**PRESENTED:** May 3, 2016  
**FROM:** Resort Experience  
**SUBJECT:** SEC0019 - 8060 CYPRESS PLACE FLOOD PROOFING EXEMPTION

**REPORT:** 16-058  
**FILE:** SEC0019

### COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

**That** the recommendation of the General Manager of Resort Experience be endorsed.

### RECOMMENDATION

**That** Council grant an exemption in accordance with section 524 of the *Local Government Act* – “Requirements in Relation to Flood Plain Areas”, to allow for the construction of a new dwelling at 8060 Cypress Place; and further,

**That** Council authorize the Mayor and Municipal Clerk to execute a Section 219 covenant on the title of the subject property for this exemption, attaching the geotechnical report prepared by EXP Consulting confirming that the property is safe for the use intended.

### REFERENCES

Location: 8060 Cypress Place  
Legal: Strata Lot 16, District Lot 1757, Strata Plan BCS3840  
Owner: John Montalbano, Dana Montalbano  
Zoning: RTA5 (Residential Tourist Accommodation Five)

Appendices: A - Location Plan  
B – Proposed Site Plan  
C - Geotechnical Report

### PURPOSE OF REPORT

This report seeks Council’s consideration to grant an exemption to the flood proofing requirements under Zoning Bylaw 303 for 8060 Cypress Place.

Council has the authority to exempt a parcel from flood proofing requirements enacted by bylaw under Section 524 of the *Local Government Act* provided a report prepared by a professional geotechnical engineer or geoscientist is received stating that the land may be used safely for the use intended.

### DISCUSSION

The subject property is a level undeveloped parcel on the west side of Cypress Place. This application proposes to construct a new two storey dwelling on the lands with a basement level below the Flood Construction Level (“FCL”) (see Proposed Site Plan attached as Appendix B). Per the requirements of the *Local Government Act* noted above, the applicants have provided a geotechnical report prepared by EXP Services Inc. (attached as Appendix C) stating that the building can be constructed with the basement below the FCL provided that the basement is fully



sealed from water ingress. The report states that a sealed or “tanked” basement structure would meet protection requirements and the dwelling would be safe for the intended use. Staff recommends that the EXP report be appended to a Section 219 Land Title Act covenant to provide notice for future owners.

Regulations and requirements associated with the FCL on this property are noted below:

#### Zoning Bylaw 303

Flood control levels for the parcels on Cypress Place are regulated by Section 4 of Part 5 of Zoning and Parking Bylaw 303, 2015. The specific sections are referenced in the accompanying table:

Part 5, Subsection 4 (2)	Notwithstanding any other provisions of this Bylaw, no building or part thereof shall be constructed, reconstructed, moved or extended nor shall any mobile home or unit, modular home or structure be located:
(e)	With the underside of a wooden floor system or top of concrete slab of any area used for habitation, business, or storage of goods damageable by flood waters, or in the case of mobile home or unit the ground level or top of concrete or asphalt pad on which it is located, lower than:
(ix)	For the area shown crosshatched in Schedule “B”, an elevation of 636.6 metres Geodetic Survey of Canada datum (NAD83) or 1 metre above the finished grade surrounding the building.*

\*Schedule “B” to Zoning Bylaw 303, 2015 shows that the entire Cypress Place subdivision is subject to these regulations.

The EXP report confirms that the main floor of the proposed building complies with the Zoning Bylaw flood proofing requirements, but the basement level does not. Therefore an exemption per Section 524 of the *Local Government Act* is needed.

#### Existing Flood Covenant

An existing section 219 Covenant is registered on the title of this property as BB1274815 and provides additional flood proofing requirements. A report prepared by Sigma Engineering is appended to this covenant and requires a flood control level (FCL) for 8060 Cypress Place (Lot 16) of 638.52 m geodetic datum or 0.6 m above the finished adjacent grade.

A new covenant attaching the EXP report to the title of this parcel will be required.

#### Existing Foundation Covenant

An existing section 219 Covenant registered as BB1274817 requires that the owner provide the building inspector with a report prepared by a professional geotechnical engineer setting out the requisite building foundation design details, and certifying that if the building is so constructed, the lands may be used safely for the use intended. Staff will require this report at the time of Building Permit.

The accompanying table summarizes the existing covenant and Zoning Bylaw requirements in relation to the proposed building:

	Requirement	Comment
Zoning Bylaw FCL	636.6 m <u>or</u> 1 m above the finished grade.	
Covenanted FCL	638.52 m <u>or</u> 0.6 m above finished grade.	



Proposed Main Floor Elevation	639.01 m and 0.49 m above finished grade.	Complies with both requirements.
Proposed Basement Slab Elevation	635.54 m	Complies with neither requirement. A section 524 exemption and a covenant modification are required.

## WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Built Environment	Limits to growth are understood and respected.	This project complies with all Zoning Bylaw requirements apart from flood proofing. Per the <i>Local Government Act</i> , a report, prepared by a Professional Geotechnical Engineer has been provided stating that the project, as designed, is safe for the use intended.
W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
	none	

## OTHER POLICY CONSIDERATIONS

### Zoning Bylaw

Other than the flood proofing exemptions being addressed by this application and described in the Discussion section of this report, all other aspects of the proposed development complies with the Zoning Bylaw requirements.

### Official Community Plan

The lands lie within Development Permit Area No 19 in Whistler's OCP and designated as:

- An area for the protection of the natural environment, its ecosystems and biological diversity.
- An area for the protection of development from hazardous conditions.

Subsection 28(1)(a) of Part 5 of the Zoning Bylaw exempts detached dwellings from the requirement to obtain a development permit provided the parcel is more than 30 m away from the high water mark of a watercourse. Therefore, this project does not require a development permit.

## BUDGET CONSIDERATIONS

There are no significant budget implications associated with this proposal. Applicable fees provide for the recovery of costs associated with this application. Building permit fees will be applicable at the time.

## COMMUNITY ENGAGEMENT AND CONSULTATION

None required.



## SUMMARY

This application is before Council for consideration to exempt 8060 Cypress Place from the flood proofing requirements of Zoning Bylaw 303, 2015. Per the requirements of Section 524 of the *Local Government Act*, a report in support of this application has been submitted by a professional geotechnical engineer. This report will be attached to the property title by way of a covenant. Staff are recommending approval of the requested exemption in accordance with section 524 of the *Local Government Act* and execution of the proposed section 219 covenant.

Respectfully submitted,

Roman Licko  
PLANNING ANALYST  
for  
Jan Jansen  
GENERAL MANAGER OF RESORT EXPERIENCE



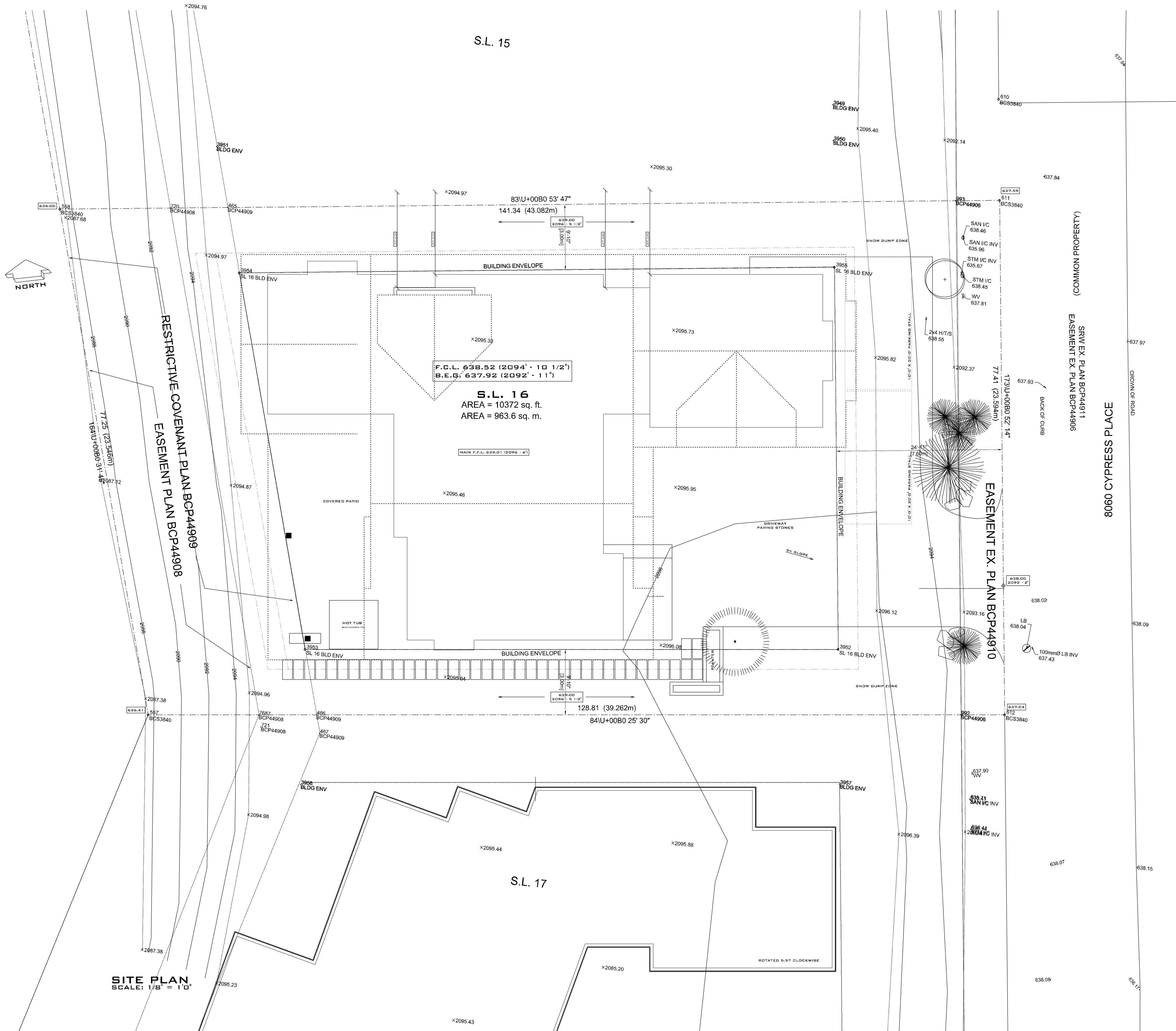


Subject Lands  
8060 Cypress Place





KEY PLAN  
N.T.S.



SITE PLAN  
SCALE: 1/8" = 1'-0"

SITE SUMMARY

CIVIC DESCRIPTION	8060 CYPRESS PLACE
LEGAL DESCRIPTION	P.I.D. 028.257.898 PLAN BCS 3840, LOT 16 DL 1757
ZONING: RTA5	N.W.D. GP. 1

AREA CALCULATIONS

	SQ.FT.	SQ.M.
LOT AREA	10372.0	963.6
ALLOWABLE GFA	3500.0	325.0
*BASEMENT (EXCLUDED)*	2290.9	212.75
MAIN FLOOR	2236.5	207.8
UPPER FLOOR	1231.3	114.4
TOTAL	3467.8	322.17
GARAGE	611.5	56.8
PARKING	4 SPACES	

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM  
TO THE B.C.B.C. 2012 - PART 9 U.N.D.  
OCCUPANCY: RESIDENTIAL 'C'

MONTALBANO HOUSE  
8060 CYPRESS PLACE  
SITE PLAN

PH: 604.938.9087  
CEL: 604.938.2153  
EMAIL: SEAN@PROGRESSIVE-CONCEPT.COM

SEAN ANDERSON  
PROGRESSIVE CONCEPT DESIGN LTD.

BOX 1599  
WHISTLER, B.C.  
V0N 1B0  
CANADA

DATE:  
TUESDAY, MARCH 1, 2016

DRAWN BY:  
S.A.

SCALE:  
1/4" = 1' - 0" U.N.D.

15.06.23 V02 GENERAL REVISIONS	
15.06.11 V02 GENERAL REVISIONS	
15.06.01 V02 R03 DESIGN REVIEW	
15.04.09 V02 R04 DESIGN REVIEW	16.02.02 S.P. APPLICATION
15.04.23 V02 R03 DESIGN REVIEW	15.10.19 V02 V06 STR./L.D. COORDINATION
15.03.26 V01 CLIENT REVIEW	15.07.09 V02 V06 GENERAL REVISIONS

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A-01

DRAWING NUMBER





March 29, 2016

Reference No. VAN-00228070-A0

John Montalbano  
200 Cedar Crescent  
Vancouver, BC V6J 2R6

Email: jmontalbano@phn.com

**Re: 8060 Cypress Place, Whistler, BC  
Flood Proofing Requirements Rev 1**

Dear Mr. Montalbano:

As requested, **exp** Services Inc. (**exp**) has completed a review of proposed site grading for a proposed single family residential development to be located at 8060 Cypress Place, Whistler, BC. The purpose of the review was to address flood proofing requirements for the proposed development. Sources of information used of the review include:

- **Exp** report titled “Geotechnical Assessment – 8060 Cypress Place, Whistler, BC” dated August 24, 2015;
- Flood Construction Levels Report “Nicklaus North Golf Course Development, whistler, BC, Flood Construction Levels for Parcel G” by Sigma Engineering Ltd., dated December 12, 2008;
- Previous experience with similar projects completed within the Cypress Place Subdivision.

Based on a review of the Sigma Engineering report, the Flood Construction Level (FCL) for 8060 Cypress Place (Lot 16) should be the greater of 638.52m geodetic or 0.6m above finished adjacent grade. The Sigma report is based on typical lot grading plan provide by Webb Engineering Ltd. Based on a review of architectural drawings provided by Progressive Design Ltd. the proposed residential building consists of two above grade levels and a basement level. The proposed elevation for the first floor slab was 639.01m geodetic, 0.49m above the FCL. In addition, the architectural drawings the first floor slab is at least 0.6m above finished adjacent grade. Based on the above discussion the first floor slab and proposed grading complies with the Webb Grading Plan 1494-GR-01 Rev 1, dated July 10, 2006. The basement level would be below the FCL and hence would need to be a “tanked” structure to meet protection requirements. The proposed basement floor slab elevation is 635.54m geodetic. The basement would require to be sealed from water ingress below the FCL, or 0.6m above adjacent grade whichever is greater.

The Zoning Bylaw to be exempted would be “Flood Proofing Requirements”: Subsection 4(2) (e) (ix) of Part 5 General Regulations.

Provided the above recommendations are complied with basement areas being sealed against water ingress, the proposed development is considered to be safe from flooding for the intended purpose, that being a single family residential structure.



**exp** Services Inc.

*Flood Construction Level Requirements  
8060 Cypress Place, Whistler, BC  
Reference No.: Van-00228070  
March 29, 2016*

Sincerely,

**exp** Services Inc.



Evan Sykes, P.Eng.  
Senior Engineer

*March 29, 2016*

Reviewed by:

Matthew Yip, P.Eng.  
Senior Engineer

Enclosure: Interpretation & Use of Study and Report

cc: Sean Anderson, Progressive Concept Design Ltd., e: [sean@progressive-concept.com](mailto:sean@progressive-concept.com)

ESS/es

Exp LE 2016 03 09 Flood Requirements 8060 Cypress Place, Whistler, BC



## INTERPRETATION & USE OF STUDY AND REPORT

### 1. STANDARD OF CARE

This study and Report have been prepared in accordance with generally accepted engineering consulting practices in this area. No other warranty, expressed or implied, is made. Engineering studies and reports do not include environmental consulting unless specifically stated in the engineering report.

### 2. COMPLETE REPORT

All documents, records, data and files, whether electronic or otherwise, generated as part of this assignment are a part of the Report which is of a summary nature and is not intended to stand alone without reference to the instructions given to us by the Client, communications between us and the Client, and to any other reports, writings, proposals or documents prepared by us for the Client relative to the specific site described herein, all of which constitute the Report.

IN ORDER TO PROPERLY UNDERSTAND THE SUGGESTIONS, RECOMMENDATIONS AND OPINIONS EXPRESSED HEREIN, REFERENCE MUST BE MADE TO THE WHOLE OF THE REPORT. WE CANNOT BE RESPONSIBLE FOR USE BY ANY PARTY OF PORTIONS OF THE REPORT WITHOUT REFERENCE TO THE WHOLE REPORT.

### 3. BASIS OF THE REPORT

The Report has been prepared for the specific site, development, building, design or building assessment objectives and purpose that were described to us by the Client. The applicability and reliability of any of the findings, recommendations, suggestions, or opinions expressed in the document are only valid to the extent that there has been no material alteration to or variation from any of the said descriptions provided to us unless we are specifically requested by the Client to review and revise the Report in light of such alteration or variation.

### 4. USE OF THE REPORT

The information and opinions expressed in the Report, or any document forming the Report, are for the sole benefit of the Client. NO OTHER PARTY MAY USE OR RELY UPON THE REPORT OR ANY PORTION THEREOF WITHOUT OUR WRITTEN CONSENT. WE WILL CONSENT TO ANY REASONABLE REQUEST BY THE CLIENT TO APPROVE THE USE OF THIS REPORT BY OTHER PARTIES AS "APPROVED USERS". The contents of the Report remain our copyright property and we authorise only the Client and Approved Users to make copies of the Report only in such quantities as are reasonably necessary for the use of the Report by those parties. The Client and Approved Users may not give, lend, sell or otherwise make the Report, or any portion thereof, available to any party without our written permission. Any use which a third party makes of the Report, or any portion of the Report, are the sole responsibility of such third parties. We accept no responsibility for damages suffered by any third party resulting from unauthorised use of the Report.

### 5. INTERPRETATION OF THE REPORT

- a. Nature and Exactness of Descriptions: Classification and identification of soils, rocks, geological units, contaminant materials, building envelopment assessments, and engineering estimates have been based on investigations performed in accordance with the standards set out in Paragraph 1. Classification and identification of these factors are judgmental in nature and even comprehensive sampling and testing programs, implemented with the appropriate equipment by experienced personnel, may fail to locate some conditions. All investigations, or building envelope descriptions, utilizing the standards of Paragraph 1 will involve an inherent risk that some conditions will not be detected and all documents or records summarising such investigations will be based on assumptions of what exists between the actual points sampled. Actual conditions may vary significantly between the points investigated and all persons making use of such documents or records should be aware of, and accept, this risk. Some conditions are subject to change over time and those making use of the Report should be aware of this possibility and understand that the Report only presents the conditions at the sampled points at the time of sampling. Where special concerns exist, or the Client has special considerations or requirements, the Client should disclose them so that additional or special investigations may be undertaken which would not otherwise be within the scope of investigations made for the purposes of the Report.
- b. Reliance on Provided information: The evaluation and conclusions contained in the Report have been prepared on the basis of conditions in evidence at the time of site inspections and on the basis of information provided to us. We have relied in good faith upon representations, information and instructions provided by the Client and others concerning the site. Accordingly, we cannot accept responsibility for any deficiency, misstatement or inaccuracy contained in the report as a result of misstatements, omissions, misrepresentations or fraudulent acts of persons providing information.
- c. To avoid misunderstandings, **exp Services Inc. (exp)** should be retained to work with the other design professionals to explain relevant engineering findings and to review their plans, drawings, and specifications relative to engineering issues pertaining to consulting services provided by **exp**. Further, **exp** should be retained to provide field reviews during the construction, consistent with building codes guidelines and generally accepted practices. Where applicable, the field services recommended for the project are the minimum necessary to ascertain that the Contractor's work is being carried out in general conformity with **exp's** recommendations. Any reduction from the level of services normally recommended will result in **exp** providing qualified opinions regarding adequacy of the work.

### 6.0 ALTERNATE REPORT FORMAT

When **exp** submits both electronic file and hard copies of reports, drawings and other documents and deliverables (**exp's** instruments of professional service), the Client agrees that only the signed and sealed hard copy versions shall be considered final and legally binding. The hard copy versions submitted by **exp** shall be the original documents for record and working purposes, and, in the event of a dispute or discrepancy, the hard copy versions shall govern over the electronic versions. Furthermore, the Client agrees and waives all future right of dispute that the original hard copy signed version archived by **exp** shall be deemed to be the overall original for the Project.

The Client agrees that both electronic file and hard copy versions of **exp's** instruments of professional service shall not, under any circumstances, no matter who owns or uses them, be altered by any party except **exp**. The Client warrants that **exp's** instruments of professional service will be used only and exactly as submitted by **exp**.

The Client recognizes and agrees that electronic files submitted by **exp** have been prepared and submitted using specific software and hardware systems. **Exp** makes no representation about the compatibility of these files with the Client's current or future software and hardware systems.



SAMPLE LETTER RE- SUPPORT FOR FEDERAL ENVIRONMENTAL RIGHTS LEGISLATION

Email: [pm@pm.gc.ca](mailto:pm@pm.gc.ca)

**Mailing address:**

The Right Honourable [FIRST & LAST NAME]  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON Canada  
K1A 0A2

[DATE]

Dear Prime Minister [FIRST & LAST NAME],

Cc: Minister of the Environment, Minister of Health, other party leaders, environment critics, local MP

Please be advised that [LOCAL GOVERNMENT] passed the attached declaration on [DATE] recognizing the right to live in a healthy environment.

As stated in the highlighted section of the motion, we encourage the Parliament to pass legislation to protect environmental rights that:

1. recognizes the right of every resident to live in a healthy environment, including the right to clean air, clean water, safe food and resilient, fully functioning ecosystems;
2. provides for public participation in decision-making on issues regarding the environment and access to environmental information;
3. provides access to justice when environmental rights are infringed; and
4. includes provisions for whistle-blower protection.

We note that a federal environmental bill of rights has been introduced in the past, most recently as Bill C-634.

[LOCAL GOVERNMENT] City Council also supports inclusion of human environmental rights in the Canadian Charter of Rights and Freedoms.

Federal leadership on this issue is essential for the sustainability and prosperity of our country as well as the health and wellbeing of our children.

Thank you for your consideration.

Sincerely,

[SIGNATORY FIRST & LAST NAME]





MAYOR AND COUNCIL  
4325 BLACKCOMB WAY  
WHISTLER BC V0N 1B4



April 27, 2016

Dear Mayor and Council:

**RE: Access Awareness Day – June 4, 2016-Building Accessibility/Creating Community**

June 4, 2016 marks SPARC BC's 19th annual Access Awareness Day! Access Awareness Day gives each of us an opportunity to look at our community and to think about what we can do to make our communities more accessible and inclusive for everyone!

The theme for this year's Access Awareness Day is "Building Accessibility/Creating Community". As part of this year's planning, our goal is to draw attention to the needs of individuals with health and activity limitations living in our communities and to highlight the different ways that we can all work together to ensure that our communities are as accessible and inclusive as possible.

Each year, as part of our annual Access Awareness Day campaign, we ask local governments to show their support by passing a proclamation that recognizes the role that we all play in ensuring the rights of everyone to bring their talents, experience and abilities to engage in all aspects of community life. We hope that we can count on your support by adopting a proclamation or sending a letter of support that confirms your on-going commitment to building an accessible and inclusive community.

We have also included a number of different Access Awareness Day posters and materials that we have developed to help build increased public awareness and support around the importance of working to ensure that our communities are accessible and that people with disabilities are included. To request additional posters or materials or to suggest possible ways to partner please do not hesitate to reach out by calling (604) 718-7736 or by sending an email to [mycommunity@sparc.bc.ca](mailto:mycommunity@sparc.bc.ca).

We know that true accessibility and inclusion is something that is achieved by working together and that by building accessibility we are creating better communities. As part of this year's Access Awareness Day activities, our goal is to demonstrate the many different ways that communities have been successful in building accessibility. Please join us in celebrating Access Awareness Day and in helping to ensure that all communities are accessible and that everyone is included!

Thank you for your support. We look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads 'Lorraine Copas'.

Lorraine Copas  
Executive Director, SPARC BC



# Access Awareness Day Proclamation

**WHEREAS** Accessibility and inclusion is essential for ensuring that all community members have equity in opportunities, and the ability to fully participate in community life; and,

**WHEREAS** Accessibility affects all aspects of community life—physical, social and economic including employment, transportation, recreation, housing, and other opportunities; and,

**WHEREAS** We all have a role to play in ensuring that our communities are as accessible and inclusive as possible.

## THEREFORE BE IT RESOLVED:

**The citizens of this community recognize the rights of all individuals with disabilities and the importance of ensuring that they have equal access to the opportunities that are important to them and that give their lives meaning.**

## IN WITNESS WHEREOF:

I hereto set my hand to this signed:

\_\_\_\_\_  
(Mayor/Chairperson)

This \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**Building Accessibility  
Creating Community**

celebrating  
**50**  
years

 **sparc bc**  
people. planning. positive change







# Access Awareness Day 2016



Show Your Support for Access Awareness Day 2016 !



Sign a proclamation !



Send a letter of support and acknowledgement !



Host an Access Awareness Day event !



Work with us to build awareness !



Call us to partner -1-888-718-7794 !





# Access Awareness Day

## Access Awareness Day Leaders 2015

**Here are the groups that sent in proclamations, letters of support or partnered with SPARC BC to celebrate Access Awareness Day in 2015:**



City of Abbotsford	District of Coldstream
City of Burnaby	District of Highlands
City of Campbell River	District of Kitimat
City of Chilliwack	District of Logan Lake
City of Coquitlam	District of New Hazelton
City of Dawson Creek	District of North Vancouver
City of Duncan	District of Oak Bay
City of Kelowna	District of Sechelt
City of Langley	District of Stewart
City of New Westminster	District of Squamish
City of North Vancouver	District of Saanich
City of Parksville	Town of Houston
City of Penticton	Town of Ladysmith
City of Port Alberni	Town of Princeton
City of Port Moody	Town of Qualicum Beach
City of Powell River	Town of Sidney
City of Prince George	Town of Smithers
City of Surrey	Village of Belcarra
City of Vancouver	Village of Keremeos
City of Vernon	Village of Valemount
City of Victoria	
City of Williams Lake	
Comox Valley Regional District	
North Okanagan Regional District	





## Play by the rules *LEAVE SPACE FOR ME*

For people with disabilities who require a designated parking space there are not many alternatives when they arrive at a parking lot and find the designated spaces full: they can wait or go home. These are not real choices – let's work together to ensure that accessible parking is available for those who need it.

### Play by the Rules

1. Only the designated permit holder is entitled to use their disability parking permit.
2. The permit may be used in any vehicle provided the permit holder is present.
3. The permit holder is responsible for ensuring that the permit is valid and has not expired.
4. The permit holder must carry a wallet card that includes their name and permit number.
5. Disability parking spaces should not be used if the permit holder is staying in the vehicle.
6. Having a parking permit does not exempt the user from obeying parking laws or paying fees.
7. The permit should be displayed so that the expiry date is visible.

### Offences

It is a violation of the rules of use of the Parking Permit Program for People with Disabilities and the Motor Vehicle Act if

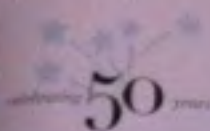
1. The permit holder transfers their permit to another person whether or not that person is disabled.
2. The permit holder continues to use their permit past the expiry date.
3. Someone is using a disability parking space without having a valid permit.
4. Someone is using a disability parking space and they do not have a disability.
5. Someone alters or changes the parking permit that has been issued.

If you are concerned about the potential misuse or abuse of a disability parking permit or designated parking space, please call SPARC BC's Accessibility and Enforcement Line: 804-718-7734 to report your concerns.

SPARC BC  
ACCESSIBILITY AND ENFORCEMENT

BRITISH COLUMBIA



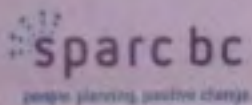
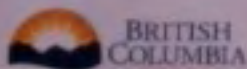


## Building Accessibility Connecting Community



### Access Awareness Day 2016

Celebrated annually on the first Saturday in June, Access Awareness Day works to raise awareness about disability, accessibility, and inclusion.





To Mayor + Council

RMOW

Apr 13/16

Whistler, B.C. FROM S.P.C.H.

Re - Replanting of Shrubbery + Small  
trees on water easement + between  
Rainbow Subd. + Alpine North -

Our group was promised by Rod Nadeau  
(no longer part of Rainbow I believe)  
to do some restoring of vegetation on  
the waterline - He said they had  
stockpiled topsoil specifically for  
these purposes - All that was done was  
some green hydro turf (no flowers in mix)  
was sprayed only on steepest slope  
adjacent to Valley Trail

If Rainbow is not compliant to re-green  
the area, could our group be included  
in "ARBOR DAY"? It could be done by  
volunteers,

Please get back to me, as it has  
been years.

Thank-you Regards:

Laureen Rickli

S.P.C.H.

Society - Preservation of Crown Land

8300 Valley Dr.  
Ph. 604.932-5126



**From:** Claire Daniels [<mailto:CDaniels@slrd.bc.ca>]

**Sent:** Monday, May 02, 2016 16:27

**To:** Wanda Bradbury

**Subject:** Notification of Initiation – Squamish-Lillooet Regional District Regional Growth Strategy Review

Dear Mayor and Council,

Please find attached written Notification of Initiation regarding the Squamish-Lillooet Regional District Regional Growth Strategy Review.

Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at [kneedham@slrd.bc.ca](mailto:kneedham@slrd.bc.ca) or Claire Daniels, Planner at the SLRD at [cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca).

Kind regards,

Claire

**Claire Daniels**

**Planner**

[CDaniels@slrd.bc.ca](mailto:CDaniels@slrd.bc.ca)

P: 604-894-6371 x235

F: 604-894-6526

1-800-298-7753

[www.slrd.bc.ca](http://www.slrd.bc.ca)







Box 219, 1350 Aster Street,  
Pemberton, BC V0N 2L0  
Ph. 604-894-6371, 800-298-7753  
F: 604-894-6526  
info@slrd.bc.ca www.slrd.bc.ca

May 2, 2016

Resort Municipality of Whistler  
4325 Blackcomb Way  
Whistler, BC V0N 1B0  
By email: [wbradbury@whistler.ca](mailto:wbradbury@whistler.ca)

Dear Mayor and Council:

**RE: Notification of Initiation – Squamish-Lillooet Regional District Regional Growth Strategy Review**

---

Section 452 of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, *at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.*

As it has been five years since the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) Bylaw was adopted (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required.

Section 452(3) of the *LGA* further requires that *the regional district must provide an opportunity for input on the need for review from affected local governments.* This was provided for through the May 13, 2015 referral letter, included in this package. At this time, a scoping period was undertaken to determine the need for review. Based on the key findings and recommendations of this scoping period, the SLRD Board resolved to initiate a review of the RGS. The following resolutions were made by the SLRD Board on February 18, 2016:

*THAT pursuant to Section 452(2) of the Local Government Act, the Board consider a 5 year review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008.*

*THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.*



*THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.*

On April 27, 2016 the SLRD Board resolved to adopt the RGS *Review* Consultation Plan, to approve the RGS *Review* Terms of Reference, and to provide *Notification of Initiation* to affected local governments and first nations. Please find enclosed the SLRD staff report and Board recommendations, including the adopted Consultation Plan and approved Terms of Reference.

Note that the RGS *Review* is intended to be an update not an overhaul of the current RGS. Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the main intention to improve process and content rather than make significant changes. The bulk of the consultation will follow the requirements set out in the *Local Government Act (LGA)*.

This letter provides written notice of initiation, as required by Section 433(4) of the *LGA*.

Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at [kneedham@slrd.bc.ca](mailto:kneedham@slrd.bc.ca) or Claire Daniels, Planner at the SLRD at [cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca).

Sincerely,

Lynda Flynn,  
Chief Administrative Officer  
Squamish-Lillooet Regional District

enclosures: Referral Letter – May 13, 2015  
SLRD Staff Report  
RGS Review Consultation Plan  
RGS Review Terms of Reference





May 13, 2015

Resort Municipality of Whistler  
4325 Blackcomb Way  
Whistler, BC V0N 1B0  
By email: wbradbury@whistler.ca

Dear Mayor and Council:

**RE: Squamish-Lillooet Regional District Regional Growth Strategy – Review**

---

Section 869 of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, *at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.*

As it has been five years since the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) Bylaw was adopted (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required.

Section 869(3) of the LGA further requires that *the regional district must provide an opportunity for input on the need for review from affected local governments.* As such, please find enclosed the SLRD staff report to the Board and the recommendations of the Board. The following resolutions were made by the SLRD Board on April 22, 2015:

*THAT the Board consider the 5 year review of the “Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” as per Section 869 (2) of the Local Government Act.*

*THAT the Board accept the RGS Steering Committee recommendation to not initiate a review of the “Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” at this time, and to instead undergo a preliminary review period through the RGS Steering Committee.*

*THAT the Board direct staff to follow up with a report and recommendations regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” review at the end of 2015.*



Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at [kneedham@slrd.bc.ca](mailto:kneedham@slrd.bc.ca) or Claire Daniels, Planner at the SLRD at [cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca).

Sincerely,

Lynda Flynn,  
Chief Administrative Officer  
Squamish-Lillooet Regional District





Box 219, 1350 Aster Street

Pemberton, BC V0N 2L0

P. 604-894-6371 TF. 800-298-7753

F. 604-894-6526

**Resolutions from the Squamish-Lillooet Regional District Board meeting on February 17 and 18, 2016**

THAT pursuant to Section 452(2) of the Local Government Act, the Board consider a 5 year review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008.

THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.

THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.

THAT the Board provide input on the Regional Growth Strategy Steering Committee recommendations presented in the report.

**Resolutions from the Squamish-Lillooet Regional District Board meeting on April 27 and 28, 2016**

THAT the Board adopt the SLRD RGS Review Consultation Plan, pursuant to s. 434 of the *Local Government Act*;

THAT the Board consider the holding of a public hearing, pursuant to s. 434 of the LGA, and that as per the Consultation Plan, not include the holding of a public hearing as part of this Consultation Plan;

THAT the Board approve the SLRD RGS Review Terms of Reference;

THAT pursuant to s. 433(3) of the *Local Government Act*, the RGS Review may consider the following regional matters:

- Food & Agriculture
- Climate Change
- Minor Amendment Criteria
- Monitoring Indicators
- Implementation
- Special Events

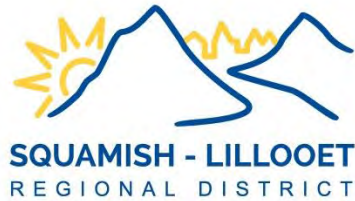


THAT the Board direct staff to provide Notification of Initiation to affected local governments and to the minister, as required by s. 433(4) of the *Local Government Act*, and to First Nations, as a courtesy;

THAT the Board Chair send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee, as per s. 450 (3) of the *Local Government Act*; and

THAT the Board direct the CAO to refer this report and recommendations/resolutions to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.





## REQUEST FOR DECISION

### SLRD Regional Growth Strategy Review Consultation Plan & Notifications

**Meeting date:** April 27, 2016

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**To:** SLRD Board

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#### **RECOMMENDATION:**

THAT the Board adopt the SLRD RGS *Review* Consultation Plan, pursuant to s. 434 of the *Local Government Act*;

THAT the Board consider the holding of a public hearing, pursuant to s. 434 of the *LGA*, and that as per the Consultation Plan, not include the holding of a public hearing as part of this Consultation Plan;

THAT the Board approve the SLRD RGS *Review* Terms of Reference;

THAT pursuant to s. 433(3) of the *Local Government Act*, the RGS *Review* may consider the following regional matters:

- Food & Agriculture
- Climate Change
- Minor Amendment Criteria
- Monitoring Indicators
- Implementation

THAT the Board direct staff to provide Notification of Initiation to affected local governments and to the minister, as required by s. 433(4) of the *Local Government Act*, and to First Nations, as a courtesy;

THAT the Board Chair send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee, as per s. 450 (3) of the *Local Government Act*; and

THAT the Board direct the CAO to refer this report and recommendations/resolutions to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.



## KEY ISSUES/CONCEPTS:

Section 452(2) of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, at least once every 5 years, a regional district that has adopted a regional growth strategy must **consider** whether the regional growth strategy must be reviewed for possible amendment. On February 18, 2016 the Board resolved to initiate a review of the RGS. Specifically, the following resolutions were passed:

*THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.*

*THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.*

SLRD staff have prepared a Consultation Plan and Terms of Reference to guide the Regional Growth Strategy (RGS) Review process. This report highlights the key aspects of these documents; required and recommended next steps are also outlined. Please note that the RGS Steering Committee has reviewed and provided input on both the Consultation Plan and Terms of Reference and has endorsed them.

## RELEVANT POLICIES:

Regional Growth Strategy Bylaw No. 1062, 2008

## BACKGROUND:

### Scoping Period

The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. The *Key Findings and Recommendations* of this scoping period, which were presented at the February Board for input, have directed the development of and are included in the content of the Consultation Plan and Terms of Reference.

### Initiation Requirements

The preparation of a regional growth strategy (including a review) must be initiated by resolution of the Board. This first aspect was resolved at the February 18, 2016 Board. Additionally, if at the time of initiation, the Board proposes to deal with an additional regional matter(s) under section 429 (3) of the *LGA*, these matters must be identified by resolution. Finally, the proposing Board must give written notice of an initiation to all affected local governments and to the minister. Now that the RGS Review Consultation Plan and Terms of



Reference have been prepared, these final two initiation requirements can be addressed and are thus included in this report as recommendations to be resolved by the Board.

*Other Regional Matters:* Section 429 (3) of the *LGA* states that in addition to the requirements of subsection (2), a regional growth strategy may deal with any other regional matter. Based on the scoping period, it is recommended that the RGS Review consider addressing the following additional regional matters; food and agriculture; climate change; minor amendment criteria; monitoring indicators; and implementation.

*Notification of Initiation:* following Board resolution, notice will be given to affected local governments\* and the minister, as required. This Board report, including the appended Consultation Plan and Terms of Reference, will be included in the notification of initiation package, for information.

*\* Affected local governments, in relation to a regional growth strategy, means a local government whose acceptance of the regional growth strategy is required under s. 436 of the Local Government Act, and includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an area to which the regional growth strategy is to apply, and the facilitator or minister.*

### Consultation Plan

The Consultation Plan, included in Appendix A, outlines the consultation opportunities that will guide the RGS Review. As required by s. 452(3) and 434(2) of the *LGA*, the SLRD will provide opportunities for early and ongoing consultation, with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies. The Consultation Plan sets out the *who*, *when* and *how* of this consultation.

Note that consultation during the RGS Review will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA*.

The RGS Review will take a phased approach, and consultation will occur in all phases – from initiation to adoption. Consultation approaches will include advisory, referral, and public engagement processes. A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS Review - including stakeholders, target timelines and types of consultation activities that are planned to occur. Within this schedule, legislative requirements are indicated with a red asterisk. **Please note that the timelines indicated are approximate and may be subject to change, as necessary.**

### Terms of Reference

The Terms of Reference, included in Appendix B, details the proposed content, approach and budget of the RGS Review. The intent of the document is to provide a succinct picture/description of the RGS Review, for use (reference/resource) by all those involved in the



RGS *Review*, including SLRD staff, SLRD Board, an Intergovernmental Advisory Committee\*, RGS Steering Committee, affected local governments, First Nations, affected agencies and organizations, and the public.

\*Intergovernmental Advisory Committee: as required by s. 450 of the Local Government Act, includes the planning director of the SLRD; the planning director, or another official appointed by the applicable council, of each member municipality; senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board.

#### RGS Review Goal

The RGS *Review* is intended to be an update not an overhaul of the current RGS. Some content revisions and additions are proposed (i.e. the development of a Food & Agriculture Goal), but the focus is really toward implementation of the RGS and developing criteria, guidelines, and processes to support collective agreement and responsibility. A key goal of the RGS *Review*, as identified by the RGS Steering Committee, is to develop Implementation Guidelines – a set of norms that guide collective implementation of the RGS. The RGS represents consensus among the SLRD and affected local governments to work collaboratively to achieve the vision and goals set out within the RGS. Yet any plan or strategy is only good if implemented. A collective strategy requires resources to support collective implementation. The development of Implementation Guidelines is considered a best practice approach to support implementation; such Implementation Guidelines would be provided as resources, to live outside the RGS Bylaw in a separate document.

The RGS Steering Committee endorsed the RGS Review Consultation Plan and Terms of Reference, as well as this overall RGS Review Goal, at their meeting on April 7, 2016.

### **ANALYSIS:**

#### Framework

The RGS *Review* will continue in the collaborative spirit of the SLRD RGS by drawing on the local and specialized knowledge of various stakeholders, governments, authorities and organizations within the regional district. This collaborative approach provides the framework for the review.

- a. **SLRD Staff** – as an SLRD initiated project and bylaw, SLRD staff will be facilitating the RGS *Review* process and will be responsible for the development of proposed amendments (content) and the Amendment Bylaw (product).
- b. **SLRD Board** – general oversight and direction will be provided by the SLRD Board, from initiation through to adoption.
- c. **RGS Steering Committee** – the RGS Steering Committee will continue in its advisory role and will meet on its own and in conjunction with the Intergovernmental Advisory Committee.



- d. **Intergovernmental Advisory Committee (IAC)** – the IAC will advise the applicable local governments on the development and implementation of the regional growth strategy, and will facilitate coordination of Provincial and local government actions, policies and programs as they relate to the development and implementation of the regional growth strategy.
- e. **Chief Administrative Officers (CAOs)** – as part of the IAC, CAOs will provide advice and input on the review and implementation of the RGS, via the RGS Steering Committee, IAC and Elected Officials’ Forum.
- f. **First Nations** – engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the *RGS Review*, as required by the *Local Government Act*, either through notifications, referrals or direct outreach.
- g. **Elected Officials** – the SLRD Electoral Area Directors and member municipality Councils will provide input to the *RGS Review* via the Elected Officials’ Forum.
- h. **Affected Local Governments** – consultation with affected local governments will occur as per the *LGA*, through notification, referrals and acceptance of the RGS Amendment Bylaw.
- i. **Affected Agencies and Organizations** – consultation with affected agencies and organizations will occur as necessary through referrals and comments.
- j. **Public** – engagement with the public will be sought through local media and online channels, with input provided through comments.

#### Process Recommendations – SLRD Staff and the RGS Steering Committee

**The RGS Steering Committee and SLRD staff offer the following process recommendations and consequent explanations.**

#### **Public Engagement**

As per s. 434 of the *LGA*, in adopting a Consultation Plan, the board must consider whether the plan should include the holding of a public hearing. SLRD staff is recommending that a regional public hearing not be held, as past experience has indicated that this is not an effective engagement approach at the regional level. Instead, it is recommended that the public be engaged (and input received) throughout the *RGS Review*; it is recommended that this be through local media and online channels (website, social media, ads, advertorials, etc).

#### **First Nations:**

Engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the *RGS Review*. It is recommended that *Notification of Initiation* be provided to First Nations and that First Nations be engaged throughout the *RGS Review*.

Note: Local government engagement with First Nations and the Province’s constitutional duty to consult are different. Local governments do have a statutory obligation to include consultation with First Nations as part of developing, amending and reviewing a regional



growth strategy (s. 434, *Local Government Act*). Engagement between local governments and First Nations on activities that could impact *Aboriginal Interests* provides a valuable forum for exploring opportunities for cooperation and collaboration, helping identify issues and minimizing future disagreements. The dialogue between local governments and First Nations is better described as engagement, which is part of a neighbour-to-neighbour relationship. (Section adapted from the Ministry of Community Sport and Cultural Development Guide to First Nations Engagement on Local Government Statutory Approvals, December 2014.)

### **Elected Officials:**

As mentioned above, the main channel for Elected Officials (SLRD Electoral Area Directors and member municipality Councils) to provide input to the RGS *Review* will be through the RGS Steering Committee, as well as the required legislative review processes (referrals, etc.). It is also recommended that the SLRD host an Elected Officials Forum. Such a forum, held as a sort of “kick-off” event, will provide the opportunity for the key findings/recommendations of the scoping period to be shared and input received, which could ultimately shape the RGS *Review*. It is an opportunity for all Elected Officials, CAOs, and the RGS Steering Committee to share and discuss in advance of formal decision-making processes. The RGS Steering Committee is recommending that the key focus of these discussions be on implementation of the RGS and proposed Implementation Guidelines. Further, the RGS Steering Committee is recommending that a facilitator be hired to facilitate the forum, enabling all parties to fully and neutrally participate. Should this approach be supported by the Board, SLRD staff would look to schedule this forum for some time in early June 2016.

### **Intergovernmental Advisory Committee & Chief Administrative Officers**

The RGS Steering Committee has recommended that member municipality CAOs be directly involved in the RGS *Review*, and that this involvement be predominately through participation on the IAC. The RGS Steering Committee felt that CAO involvement in the RGS *Review* is critical to ensure collaborative planning throughout the region.

### **Affordable Housing Forum**

The issue of Affordable Housing was a recurring theme/discussion point at the RGS Steering Committee scoping period meetings. It was suggested that the RGS *Review* process include the hosting of an Affordable Housing Forum. It is recommended that the SLRD host an Affordable Housing Forum (this meeting should be able to be accommodated within the current RGS budget) to bring local governments together to discuss issues and shared best practices in an effort to identify/develop approaches to collectively address the pressing issue of Affordable Housing throughout the region. Should a forum be held, it is recommended that Elected Officials, CAOs, the RGS Steering Committee/IAC, and affected agencies and organizations be invited.

Such a forum is provided for in the RGS, under *Goal 3: Support a Range of Quality Affordable Housing*, which states, *the Regional Growth Strategy: i) Supports a regional forum for affordable housing that will serve to strengthen communication and coordination of local efforts by*



*municipalities, housing authorities and community organizations. Further, the RGS suggests that, expanding housing choice and affordability will be achieved by:*

- *Building cooperation among stakeholders and pursuing collaborative regional affordable housing solutions....*
- *Promoting consistent affordable housing policies across the region, drawing upon lessons learned to date.*

### **Implementation Guidelines**

The preparation of Implementation Guidelines may be provided for under Part 4 of the RGS to assist in implementing the RGS. *Implementation Guidelines are provided as resources, living outside the RGS, to support collective agreement and responsibility. They provide a set of norms/guidelines that all parties of the RGS agree to and are to be read in conjunction with the SLRD RGS Bylaw No. 1062, 2008 as amended from time to time.* SLRD staff and the RGS Steering Committee are recommending that Implementation Guidelines be developed during the RGS Review to assist in the implementation of the RGS, including but not limited to, guidelines for the preparation of and amendments to Regional Context Statements, for amendment of the Regional Growth Strategy, and, for establishing referral protocols. This is a best practice used by other regional districts to support collective implementation.

The RGS represents consensus among the SLRD and affected local governments to work collaboratively to achieve the vision and goals set out within the RGS. Resources are needed to assist in implementing the RGS. Implementation Guidelines provide guidance to member municipalities and the SLRD and are considered a best practice to support collective agreement on how to implement the RGS (collectively uphold, amend, settle, etc.).

### **Next Steps (Initiation Phase)**

- a) SLRD Board resolution to adopt Consultation Plan, as per s. 434 of the *LGA*, and approve the Terms of Reference. (Required)
- b) Notify affected local governments and the minister of the RGS Review initiation, as per s. 433(4) of the *LGA*. (Required)
- c) Notify First Nations of the RGS Review initiation, as a courtesy. (Recommended)
- d) SLRD Board Chair letter to Minister regarding the Intergovernmental Advisory Committee (IAC) membership, as required by s. 450 of the *LGA*. Form an IAC based on the Minister's recommendations for membership. (Required)
- e) Inform Councils and CAOs of the SLRD member municipalities of the RGS Review and receive any input on process and content. (Recommended)
- f) Host an Elected Officials Forum to "kick-off" the RGS Review. The key findings and recommendations from the scoping period will be presented, and input will be sought on implementation of the RGS, including the need to develop Implementation Guidelines. (Recommended)



## **REGIONAL IMPACT ANALYSIS:**

The SLRD Regional Growth Strategy is an initiative of the SLRD, in partnership with the District of Lillooet, the Village of Pemberton, the Resort Municipality of Whistler, and the District of Squamish. The RGS Bylaw is intended to provide a broad policy framework describing the common direction that the SLRD and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations. As the RGS Bylaw applies to the four member municipalities and three electoral areas (Electoral Areas B, C, and D; the RGS does not apply to Area A) and spans a 20 year horizon, the goals, strategic directions and resulting implementation process have regional impacts – present and future.

### **OPTIONS:**

#### Option 1 (PREFERRED OPTION)

Adopt the SLRD RGS *Review Consultation Plan*, pursuant to s. 434 of the *Local Government Act*, and approve the SLRD RGS *Review Terms of Reference*;

Accept the recommendations to: pursuant to s. 433(3), consider the following regional matters – Food & Agriculture, Climate Change, Minor Amendment Criteria, Monitoring Indicators, and Implementation; provide Notification of Initiation to affected local governments and to the minister, as required, and to First Nations, as a courtesy; send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee; and direct the SLRD CAO to refer this report to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.

#### Option 2

Refer back to SLRD staff for more information, or revision.

#### Option 3

Do not adopt or accept.

#### Option 4

Other, as per Board recommendation.

### **ATTACHMENTS:**

Appendix A: RGS Review Consultation Plan

Appendix B: RGS Review Terms of Reference

Submitted by: C. Daniels, Planner

Endorsed by: K. Needham, Director of Planning and Development

Reviewed by: L. Flynn, Chief Administrative Officer



# Consultation Plan

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## Squamish-Lillooet Regional District Regional Growth Strategy *REVIEW 2016*



Prepared by the Squamish-Lillooet  
Regional District Planning Department  
April 2016



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# Introduction

## PURPOSE AND GOALS

The purpose of this Consultation Plan is to outline the consultation opportunities that will guide the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) *Review*. As required by s. 452(3) and 434(2) of the *Local Government Act (LGA)*, the SLRD will provide opportunities for early and ongoing consultation throughout the RGS *Review*; this plan sets out the *who, when* and *how* of this consultation.

A goal of the RGS *Review* in general and Consultation Plan in particular, is to ***continue collaboration*** within the SLRD. The RGS *Review* will continue the collaborative efforts as noted in the RGS by continuing to assist all parties with an interest in the region to:

1. Work together to address matters of common regional concern;
2. Demonstrate respect for each other's jurisdictions and processes;
3. Maintain good communications and coordination with respect to land use and other decisions of a regional and sub-regional nature;
4. Create a long term vision informed by the key principles of sustainability and embark on a path to our future in a manner that finds a responsible balance between the environmental, economic, and social needs of our communities.

A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS *Review* - including stakeholders, target timelines and types of consultation activities that are planned to occur.

## BACKGROUND AND RATIONALE

The purpose of a regional growth strategy under Part 13, s. 428 of the *LGA* is to “promote human settlement that is socially, economically, and environmentally healthy and that makes efficient use of public facilities and services, land and other resources.”.

Covering a period of at least 20 years, the RGS is intended to provide a broad policy framework describing the common direction that the regional district and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations.

The *LGA* requires regular review of regional growth strategies, with a review to be considered at least once every five years. It has been seven years since the RGS was completed (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010) and this will be the first review since adoption.



## SCOPE

Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA*.

## Approach

### OVERALL APPROACH

The RGS *Review* will take a phased approach, and consultation will occur in all phases – from initiation to adoption. Consultation approaches will include advisory, referral, and public engagement processes. The following table provides a summary of phases and consultation approaches.

Phase	Consultation Approach
Initiation	Advisory
Review & Revise	Advisory and Public Engagement
Share	Advisory, Public Engagement and Referrals
Adopt	Public Engagement and Referrals

### CONSULTATION PRINCIPLES

The RGS *Review* consultation will uphold the following principles from the original RGS consultation plan:

1. **Inclusiveness** through offering multiple methods of participation (e.g., people who do not want to, or cannot, attend public meetings can provide comment through online options);
2. **Innovation**, using new technology and creative consultation, analysis and communication methods;
3. **Clarity** of the consultation process, with clearly expressed goals and objectives;
4. **Flexibility** in the design of the process, to incorporate ongoing feedback on preferred or alternative methods of consultation;
5. **Honesty** about the constraints that the process has to operate within;
6. **Respect** for all participants;
7. **Integrity**, with commitment to take input and feedback into consideration; and,
8. **Timeliness**, with substantial early involvement and rapid analysis of results at each stage.



# Plan

The *Local Government Act* requires that a consultation plan provide opportunities for early and ongoing consultation with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies.

## STAKEHOLDERS - WHO

(Advisors)

**RGS Steering Committee:** includes the planning director, or another official appointed by the applicable Board/Council, of the Squamish-Lillooet Regional District (SLRD), District of Lillooet (DoL), Village of Pemberton (VoP), Resort Municipality of Whistler (RMOW), and District of Squamish (DoS), as well as the Regional Growth Strategies Manager for the area, representing the Ministry of Community, Sport and Cultural Development (MCSCD). Specifically, at this time, this includes:

- Kim Needham, Director of Planning and Development Services, SLRD
- Michael Roy, Chief Administrative Officer, DoL
- Lisa Pedrini, Planner, VoP
- Mike Kirkegaard, Director of Planning, RMOW
- Jonas Velaniskis, Director of Development Services/Matt Gunn, Planner, DoS
- Brent Mueller, Regional Growth Strategies Manager, MCSCD

**Intergovernmental Advisory Committee (IAC):** as required by s. 450 of the *LGA*, includes:

- the planning director of the SLRD;
- the planning director, or another official appointed by the applicable council, of each member municipality;
- senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board;

IAC = Intergovernmental Advisory Committee	RGS Steering Committee & CAOs + Provincial government agencies/corporations + Other authorities/orgs
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- representatives of other authorities and organizations if invited to participate by the Board.

And as recommended by the SLRD Board RGS Steering Committee, the IAC shall also include:

- the Chief Administrative Officer (CAO) of each member municipality.

**First Nations:** all First Nations in which the SLRD is within their traditional territories. Specifically this includes:

- Esk'etemc (subgroup of the Secwepemc Nation)
- Stswecem'c Xgat'tem (subgroup of the Northern Secwepemc te Qelmucw, subgroup of the Secwepemc Nation)
- In-SHUCK-ch Nation
  - Samahquam (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
  - Skatin (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- St'at'imc Nation
  - T'it'q'et/ P'egp'íg7lha
  - Xwisten
  - Sekw'el'was
  - Xa'xtsa (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
  - Xaxlip
  - Ts'kw'aylaxw
  - Tsalalh
- Lil'wat Nation (part of the St'at'imc Language Group, and part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- N'Quatqua (part of the St'at'imc Language Group, and part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- Nlaka'Pamux Nation
- Squamish Nation
- Stó:lō Nation
- Tsleil-Waututh Nation
- Tsilhqot'in

Engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration.

**Elected Officials:** includes the council and mayor of each member municipality and the SLRD Electoral Area Directors.

*(Referrals)*

**Affected Local Governments:** includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an



area to which the regional growth strategy is to apply, and the facilitator or minister. Specifically this includes:

- the District of Squamish;
- the Resort Municipality of Whistler;
- the Village of Pemberton;
- the District of Lillooet;
- Thompson-Nicola Regional District;
- Metro Vancouver Regional District;
- Sunshine Coast Regional District;
- Fraser Valley Regional District;
- Powell River Regional District;
- Strathcona Regional District;
- Cariboo Regional District; and
- Ministry of Community Sport and Cultural Development.

**Affected Agencies and Organizations:**

School Districts - School District 48, School District 74

Health Authorities - Vancouver Coastal Health Authority, Interior Health Authority

Dyking District and/or Water Districts – Pemberton Valley Dyking District

Other Provincial Government Agencies – Ministry of Environment (MOE), Ministry of Agriculture, Agricultural Land Commission, Ministry of Transportation and Infrastructure, Ministry of Forests, Lands and Natural Resource Operations.

Others

*(Public Engagement)*

**Public**

Includes all those who reside or have property within the member municipalities or SLRD Electoral Areas.

CONSULTATION SCHEDULE – WHO, WHEN & HOW

A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS Review - including stakeholders, target timelines and types of consultation activities that are planned to occur. Within this schedule, legislative requirements are indicated with a red asterisk. Please note that the timelines indicated are approximate and may be subject to change, as necessary.



## CONSULTATION SCHEDULE -- RGS REVIEW

(Checklist)

	WHO	WHEN		HOW
	STAKEHOLDERS	ITEM	TIMELINE	CONSULTATION ACTIVITIES
	INITIATION			
✓	RGS Steering Committee	Scoping Period	April 2015 - December 2015	The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total.
✓	Affected Local Governments	Scoping Period	April 2015	Provide an opportunity for input on the need for review of the RGS, as per s. 452(3) of the LGA. (SLRD Board Report and Resolution were forwarded to affected local govts/agencies)
✓	SLRD Staff	Scoping Period	February 2016	Report back to the Board on the need for review and provide recommendations regarding the RGS <i>Review</i> process and content, as identified by the RGS Steering Committee during the <i>Scoping Period</i> .
✓	SLRD Board*	SLRD Board Resolution to Initiate RGS Review	February 2016	As per s.433 of the LGA, preparation of a regional growth strategy [including a review] must be initiated by resolution of the Board.
✓	SLRD Staff	Prepare Consultation Plan and Terms of Reference	March 2016	SLRD Staff to prepare Consultation Plan and Terms of Reference.
✓	RGS Steering Committee	Advisory Meeting	April 2016	RGS Steering Committee to review and provide input on the RGS <i>Review</i> Consultation Plan and Terms of Reference.
	SLRD Board*	SLRD Board Resolution to adopt Consultation Plan and approve Terms of Reference	April 2016	As per s. 434 of the LGA, the Board must adopt a consultation plan, as soon as practicable after the initiation of the RGS review. At this time, the board must consider whether the consultation plan should include the holding of a public hearing. Terms of Reference to include proposed budget and project timeline.
	SLRD Board, Affected Local Governments, Minister*	Notification of Initiation	April 2016	As per s. 433(4) of the LGA, the proposing Board must give written notice of an initiation under this section to affected local governments and to the minister.
	SLRD Board, First Nations	Notification of Initiation	April 2016	As a courtesy, provide notice of initiation to First Nations, including information regarding the RGS <i>Review</i> process and engagement opportunities.
	SLRD Board Chair*	Letter to minister (MCSCD) re IAC membership	April 2016	As required by s. 450 of the LGA, form an Intergovernmental Advisory Committee based on Minister recommendations for membership.
	RGS Steering Committee	Council Reports	May 2016	RGS Steering Committee to bring Information Report to respective Councils to inform of the RGS Review and receive any input on process and content of the review, as well as potential Intergovernmental Advisory Committee (IAC) membership (CAOs) and upcoming Elected Officials Forum.
	RGS Steering Committee & IAC (including CAOs)	Advisory & Planning Meeting	May 2016	Discuss Input received from CAOs/Councils on RGS <i>Review</i> ; develop agenda and content for Elected Officials Forum.
	Elected Officials, CAOs, IAC, RGS Steering Committee	Elected Officials' Forum	June 2016	RGS Review Kick-Off event; present key findings and recommendations from scoping period; discuss implementation of RGS and the need to develop Implementation Guidelines (to live outside RGS Bylaw)
	REVIEW & REVISE			
	First Nations	Engagement	June - September 2016	Meet with First Nations, as requested.
	Public	Engagement	June - September 2016	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).



	RGS Steering Community, IAC, Affected Agencies/Organizations	Advisory Meeting	July/Aug 2016	Meet as necessary to "workshop" areas requiring additional discussions.
	Elected Officials, RGS Steering Committee, IAC, Affected Agencies/Orgs	Affordable Housing Forum	September 2016	Share issues and best practices; identify/develop approaches to collectively address the issue of Affordable Housing throughout the region.
	RGS Steering Committee & IAC	Advisory Meeting	September 2016	Review new/revised content; finalize revisions and address any outstanding or new issues identified through Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement.
	SLRD Staff	Draft RGS Amendment Bylaw	September - October 2016	SLRD Staff to prepare draft RGS Amendment Bylaw, considering input received to date, for referrals.
	<b>SHARE</b>			
	RGS Steering Committee & IAC	Advisory Meeting	October 2016	Review draft RGS Amendment Bylaw and provide final comments.
	RGS Steering Committee	Council Reports	October 2016	Review draft RGS Amendment Bylaw and provide final comments.
	Affected Agencies & Organizations	Referrals	November 2016	Refer to Affected Agencies and Organizations for comment.
	First Nations	Referrals	November 2016	Refer to First Nations for comment.
	Public	Engagement	November 2016	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).
	<b>ADOPT</b>			
	SLRD Board*	First and Second Reading of the RGS Amendment Bylaw	December 2016	As per the LGA, recommend that the Board give first and second reading to the RGS Amendment Bylaw.
	Public	Engagement	January 2017	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).
	Affected Local Governments*	Referrals and acceptance of RGS Amendment Bylaw	January/February 2017	As per s. 436, before it is adopted, a regional growth strategy must be accepted by the affected local governments; 60 days are required for this referral period. Revisions to be made, if necessary, based on referral comments and recommendations.
	SLRD Board*	Third Reading and Adoption of RGS Amendment Bylaw	March 2017	As per the LGA, recommend that the Board give third reading and final adoption to the RGS Amendment Bylaw.
	IAC, Affected Local Governments, Affected Agencies & Organizations, First Nations, MCSCD*	Distribution of Adopted Bylaw	March 2017	As per s. 443, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister.

\* Required by Local Government Act



# Terms of Reference

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## Squamish-Lillooet Regional District Regional Growth Strategy *REVIEW 2016*



Prepared by the Squamish-Lillooet  
Regional District Planning Department  
April 2016



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# Terms

**Affected Local Governments:** in relation to a regional growth strategy, means a local government whose acceptance of the regional growth strategy is required under s. 436 of the *Local Government Act*, and includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an area to which the regional growth strategy is to apply, and the facilitator or minister.

**Affected Agencies and Organizations:** includes boards of education, greater boards and improvement district boards, health authorities, dyking and/or water districts, Provincial government agencies, and other organizations, as determined.

**Consultation Plan:** a plan adopted by the SLRD Board that outlines consultation opportunities during the development or review of a regional growth strategy. The *Local Government Act* requires that a consultation plan provide opportunities for early and ongoing consultation with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies.

**First Nations (Indigenous) Engagement** – all First Nations in which the Squamish-Lillooet Regional District is within their *traditional territories* will be invited to participate in the RGS Review..

Local government engagement with First Nations and the Province's constitutional duty to consult are different. Local governments do have a statutory obligation to include consultation with First Nations as part of developing, amending and reviewing a regional growth strategy (s. 434, *Local Government Act*). Engagement between local governments and First Nations on activities that could impact *Aboriginal Interests* provides a valuable forum for exploring opportunities for cooperation and collaboration, helping identify issues and minimizing future disagreements. **The dialogue between local governments and First Nations is better described as engagement, which is part of a neighbour-to-neighbour relationship.**

**Aboriginal Interests:** a term used to refer to asserted or determined aboriginal rights (including title) and treaty rights.

**Traditional territory:** area over which a First Nation asserts rights including title under s. 35, *Constitutional Act, 1982*; sometimes referred to as claimed territory

**Intergovernmental Advisory Committee:** as required by s. 450 of the *Local Government Act*, includes the planning director of the SLRD; the planning director, or another official appointed by the applicable council, of each member municipality; senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board. As recommended by the SLRD Board and RGS Steering



Committee, the IAC shall also include the Chief Administrative Officer (CAO) of each member municipality.

**Implementation Guidelines:** the preparation of Implementation Guidelines is provided for under Part 4 of the RGS to assist in implementing the RGS. Implementation Guidelines are provided as resources, living outside the RGS, to support collective agreement and responsibility. They provide a set of norms that all parties of the RGS agree to and are to be read in conjunction with the SLRD RGS Bylaw No. 1062, 2008 as amended from time to time – they do not replace or supersede the content of, or requirements in, the RGS.

**Public:** includes all those who reside or have property within the member municipalities or SLRD Electoral Areas.

**Regional Context Statements:** s. 446 of the *Local Government Act* establishes the requirement for local governments to prepare regional context statements. Regional context statements form a portion of a municipality's official community plan (OCP) and must identify the relationship between the official community plan and the goals and strategic directions identified in the regional growth strategy. Regional Context Statements are prepared by the municipality and referred to the regional district for acceptance.

**Regional Growth Strategy:** is a vision that commits affected municipalities and regional districts to a course of action to meet common social, economic and environmental objectives. It is initiated and adopted by a regional district and referred to all affected local governments for acceptance. Regional growth strategies must cover a period of at least 20 years and must include specific content, as per s. 429(2) of the LGA. The regional growth strategy for the SLRD is an initiative of the SLRD (Electoral Areas B, C and D) the District of Squamish, the Resort Municipality of Whistler, the Village of Pemberton and the District of Lillooet.

**Regional Growth Strategy (RGS) Steering Committee:** includes the planning director, or another official appointed by the applicable Board/Council, of the Squamish-Lillooet Regional District (SLRD), District of Lillooet (DoL), Village of Pemberton (VoP), Resort Municipality of Whistler (RMOW), and District of Squamish (DoS), as well as the Regional Growth Strategies Manager at the Ministry of Community, Sport and Cultural Development (MCSCD).



# Background

## CONTEXT

### Local Government Act

The purpose of a regional growth strategy under Part 13, s. 428 of the *Local Government Act (LGA)* is to *promote human settlement that is socially, economically, and environmentally healthy and that makes efficient use of public facilities and services, land and other resources.*

Covering a period of at least 20 years, the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) is intended to provide a broad policy framework describing the common direction that the regional district and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations.

Most of BC's high growth regions – with 83 percent of the population – are using regional growth strategies to manage population change. Regional districts with adopted regional growth strategy bylaws include: Metro Vancouver; Capital; Fraser Valley; Central Okanagan; Nanaimo; Thompson-Nicola; Okanagan-Similkameen; North Okanagan; Comox Valley; and Squamish-Lillooet. These regional districts include over 70 member municipalities and one Treaty First Nation. With approximately 94% of BC's population increase between 2012 and 2032 projected to occur in these high growth regions, regional growth strategies provide an important framework to guide decision-making and collaboration.

The *LGA* also sets requirements for regional districts with adopted regional growth strategies. Specifically, at least once every 5 years, a regional district that has adopted a regional growth strategy must **consider** whether the regional growth strategy must be reviewed for possible amendment.

### RGS Review

As it has been seven years since the RGS was completed (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required. At the recommendation of the RGS Steering Committee, the SLRD began by entering into a preliminary review scoping period to identify the need for a review. Based on the key findings and recommendations of the scoping period, the SLRD Board resolved to initiate a review of the SLRD RGS Bylaw as a *major amendment*.

Regular review of the RGS helps ensure consistency and relevance in planning documents and approaches across the region. It also continues to foster a collective commitment to the RGS vision and supports collaborative governance.

### Other RGS Amendments

In 2014, SLRD staff completed a housekeeping amendment of the SLRD RGS undertaken to provide for the acceptance of member municipality Official Community Plan Regional Context



Statements, and also made some minor housekeeping changes to the RGS. The housekeeping amendment did not involve a comprehensive review of the RGS.

## PURPOSE OF THE RGS *REVIEW*

**Meet LGA Requirements:** the *LGA* requires a regular review of regional growth strategies, with a review to be considered at least once every five years.

**Improve Implementation:** through implementation of the RGS Bylaw, SLRD staff and the RGS Steering Committee have identified some issues, including the *Minor Amendment Criteria* and *Process* that require addressing to improve/support implementation.

**Evolve Policy and Processes:** the SLRD has experienced considerable change since the RGS was initiated in 2003. There have also been changes at the provincial and federal level that have impacted regional district planning. Finally, member municipalities, through the RGS Steering Committee, have identified a number of issues to be considered/areas to be addressed. Conducting a review of the RGS will provide the opportunity to evolve policy and processes to reflect the current and future context.

**Continue Collaboration:** an RGS *Review* will continue the collaborative efforts of the RGS by continuing to assist all parties with an interest in the region to:

1. Work together to address matters of common regional concern;
2. Demonstrate respect for each other's jurisdictions and processes;
3. Maintain good communications and coordination with respect to land use and other decisions of a regional and sub-regional nature;
4. Create a long term vision informed by the key principles of sustainability and embark on a path to our future in a manner that finds a responsible balance between the environmental, economic, and social needs of our communities.

## Content

### AREAS TO ADDRESS

#### Scoping Period – Key Findings and Recommendations

The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. The key areas identified as warranting review include:

- Minor Amendment Criteria and Process
- Implementation – Part 4 Implementation and Implementation Guidelines
- Growth Management – Goal 1
- Waste Management
- Transportation
- Food & Agriculture
- Climate Change
- First Nations Relations



These *areas to address* will form the basis of the RGS *Review*; specific content details are outlined in Appendix A, Table 1.

### Housekeeping Updates

The RGS *Review* provides an opportunity to address various RGS Bylaw housekeeping issues, reflecting the “living nature” of these long-term plans. A list of potential housekeeping amendments has been developed (See Appendix A, Table 2); key examples include logo updates, LGA citation updates, updates to Glossary of Terms and Roles and Responsibilities sections, and general formatting/layout improvements.

## Approach

### FRAMEWORK

The RGS *Review* will continue in the collaborative spirit of the SLRD RGS by drawing on the local and specialized knowledge of various stakeholders, governments, authorities and organizations within the regional district. This collaborative approach provides the framework for the review.

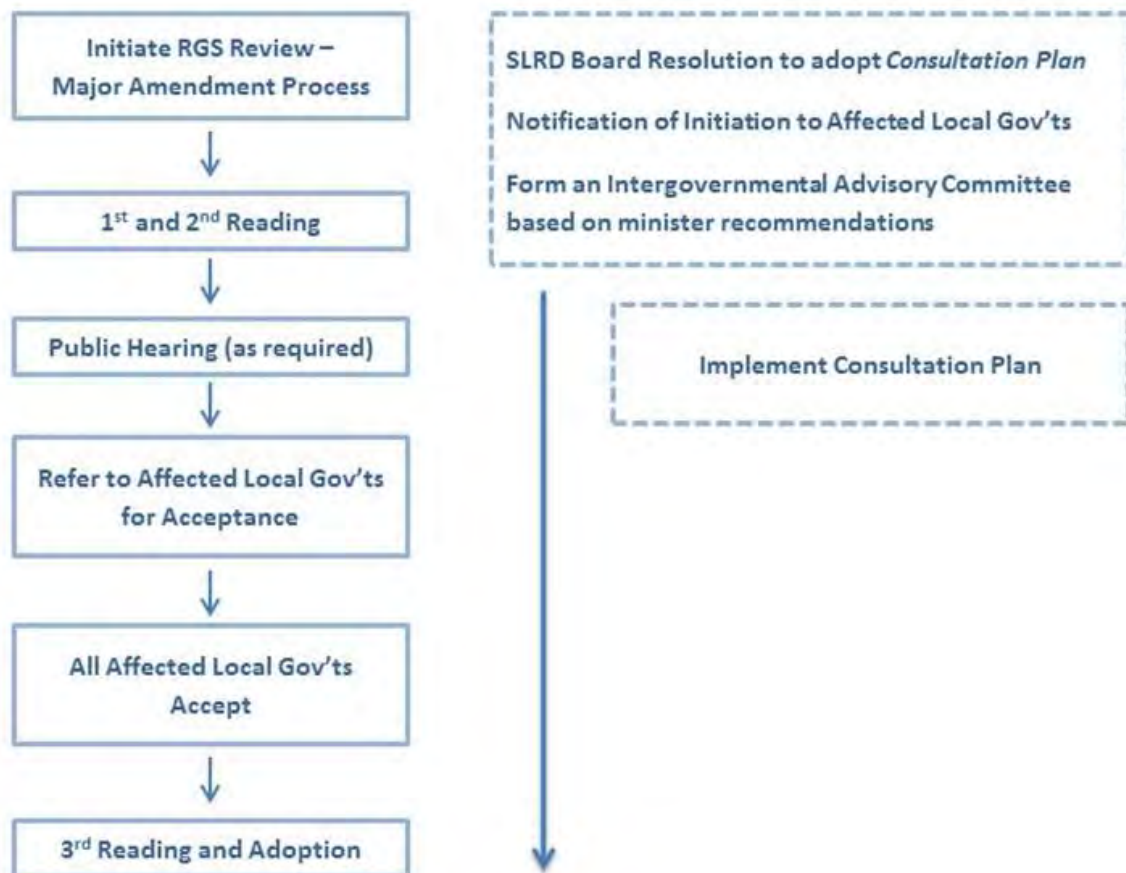
- a. **SLRD Staff** – as an SLRD initiated project and bylaw, SLRD staff will be facilitating the RGS *Review* process and will be responsible for the development of proposed amendments (content) and the Amendment Bylaw (product).
- b. **SLRD Board** – general oversight and direction will be provided by the SLRD Board, from initiation through to adoption.
- c. **RGS Steering Committee** – the RGS Steering Committee will continue in its advisory role and will meet on its own and in conjunction with the Intergovernmental Advisory Committee.
- d. **Intergovernmental Advisory Committee (IAC)** – the IAC will advise the applicable local governments on the development and implementation of the regional growth strategy, and will facilitate coordination of Provincial and local government actions, policies and programs as they relate to the development and implementation of the regional growth strategy.
- e. **Chief Administrative Officers (CAOs)** – as part of the IAC, CAOs will provide advice and input on the review and implementation of the RGS, via the RGS Steering Committee, IAC and Elected Officials’ Forum.
- f. **First Nations** – engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the RGS *Review*, as required by the Local Government Act, either through notifications, referrals or direct outreach.



- g. **Elected Officials** – the SLRD Electoral Area Directors and member municipality Councils will provide input to the RGS *Review* via the Elected Officials’ Forum.
- h. **Affected Local Governments** – consultation with affected local governments will occur as per the *LGA*, through notification, referrals and acceptance of the RGS Amendment Bylaw.
- i. **Affected Agencies and Organizations** – consultation with affected agencies and organizations will occur as necessary through referrals and comments.
- j. **Public** – engagement with the public will be sought through local media and online channels, with input provided through comments.

## MAJOR AMENDMENT PROCESS

The RGS *Review* will follow the major amendment process, as per s. 437 of the *LGA*.



In addition to these legislated requirements, the RGS *Review* will incorporate additional consultation approaches throughout the four phases of the review.



## RGS *REVIEW* PHASES

### 1. Initiation

The **Initiation Phase** will focus on process development and will be directed by the SLRD Board, with input from the RGS Steering Committee, SLRD Staff and the Minister. The main activities in initiating the review include:

- a) SLRD Board resolution to initiate the RGS *Review*.
- b) Prepare Consultation Plan and Terms of Reference.
- c) Receive input from the RGS Steering Committee on the process (the draft Consultation Plan and Terms of Reference).
- d) SLRD Board resolution to adopt Consultation Plan, as per s. 434 of the *LGA*, and approve the Terms of Reference.
- e) Notify affected local governments and the minister of the RGS *Review* initiation, as per s. 433(4) of the *LGA*.
- f) Notify First Nations of the RGS *Review* initiation, as a courtesy.
- g) SLRD Board Chair letter to Minister regarding Intergovernmental Advisory Committee (IAC) membership, as required by s. 450 of the *LGA*. Form an IAC based on the Minister's recommendations for membership.
- h) Inform Councils and CAOs of the RGS *Review* and receive any input on process and content.
- i) Host an Elected Officials Forum to "kick-off" the RGS *Review*. The key findings and recommendations from the scoping period will be presented, and input will be sought on implementation of the RGS, including the need to develop Implementation Guidelines.

### 2. Review & Revise

The **Review & Revise Phase** will focus on content development – specifically around the identified *areas to address*. The RGS Steering Committee/IAC, Elected Officials, First Nations, affected agencies and organizations, and the Public will have the opportunity to review and provide input. SLRD staff will make revisions, considering input received. The main activities in reviewing the RGS *Review* include:

- a) Meet with First Nations, as requested;
- b) Engage and receive input from the Public through local media and online channels.
- c) Meet with the RGS Steering Committee and IAC, as necessary, to workshop areas requiring additional discussions;
- d) Host an Affordable Housing Forum for Elected Officials, RGS Steering Committee, IAC, and affected agencies and organizations - to share issues and best practices and identify/develop approaches to collectively address the issue of Affordable Housing throughout the region;



- e) Meet with the RGS Steering Committee/IAC to review new/revised content, finalize revisions and address any outstanding or new issues identified through the Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement; and
- f) Prepare draft RGS Amendment Bylaw, considering input received to date, for referrals.

### 3. Share

The **Share Phase** will focus on information sharing in advance of any formal referrals. The RGS Steering Committee, IAC, member municipality Councils, Affected Agencies and Organizations, First Nations, and the Public will have the opportunity to receive the draft RGS Amendment Bylaw and provide any final comments. The main activities in sharing the RGS *Review* include:

- a) Refer the draft RGS Amendment Bylaw to the RGS Steering Committee and IAC for final comments;
- b) Refer the draft RGS Amendment Bylaw to member municipality Councils for comment;
- c) Refer the draft RGS Amendment Bylaw to Affected Agencies and Organizations for comment;
- d) Refer the draft RGS Amendment Bylaw to First Nations for comment.
- e) Engage and receive input from the Public through local media and online channels.

### 4. Adopt

The **Adopt Phase** will focus on meeting the legislated referral and adoption requirements, as set out in the *LGA*. The requirements for adoption of a regional growth strategy include:

- a) SLRD Board to give first and second reading of the RGS Amendment Bylaw;
- b) Refer RGS Amendment Bylaw to Affected Local Governments for acceptance, as required by s. 436 of the *LGA* - a regional growth strategy must be accepted by the *affected local governments* and 60 days are required for this referral period.
- c) SLRD Board to give third reading and adopt the RGS Amendment Bylaw;
- d) Distribute adopted RGS Amendment Bylaw. As per s. 443 of the *LGA*, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister.



Further details and specific timelines for consultation are found in the RGS *Review* Consultation Plan. See Appendix B: Consultation Schedule for a summary of *who*, *when* and *how* consultation will occur. **Within this schedule, legislative requirements are indicated with a red asterisk. Please note that the timelines indicated are approximate and may be subject to change, as necessary.**

Note: Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA* and will involve Affected Local Governments and the RGS Steering Committee/Intergovernmental Advisory Committee (IAC).

## Budget

The total cost of the RGS *Review* is estimated to be approximately \$32,000 (including in kind and costs accounted for in the 2016/2017 budget; \$5,000 in 2017) as outlined in the following table:

		ESTIMATED COST
		Total
Staff Time (250 hours @\$60)	(in Kind)	\$ 15,000
Legal		\$5,000
Consultation Expenses - Meetings		\$10,000
<ul style="list-style-type: none"> <li>- RGS SC/IAC advisory meetings (4-6; venue and F&amp;B)</li> <li>- Elected Officials' Forum</li> <li>- Affordable Housing Forum</li> <li>- First Nations Engagement (TBD)</li> <li>- Public Engagement (advertising, web info, etc.)</li> <li>- Equipment/supplies</li> </ul>		
GIS/mapping – might need some revisions	(in Kind)	\$1,000
Contingency		\$1,000
TOTAL		\$32,000



## Appendix A: Content - Detailed

### KEY FINDINGS AND RECOMMENDATIONS

The following outlines the Key Findings and Recommendations of the RGS *Review* scoping period.

**Table 1: Scoping Period - RGS Steering Committee Key Findings and Recommendations**

TOPIC	KEY FINDINGS/ RECOMMENDATIONS
<b>Minor Amendment Criteria and Process</b>	<p>Update/Revise <i>RGS Amendment Criteria and Process</i> to increase clarity and tools available to support decision-making and reflect current best practices used by other regional districts (RDs).</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> <li>• Ambiguity around what is regionally significant;</li> <li>• Emphasis placed on Goal 1, rather than all RGS Goals;</li> <li>• Confusion with language, process, order of section content, and requirements of the LGA.</li> </ul> <p><b><i>Note that proposed changes are to increase clarity and ease of implementation, as per best practices; they are not substantive in terms of content.</i></b></p> <p><b>RATIONALE</b></p> <p>The RGS Steering Committee focused much of the scoping period discussions on the RGS <i>Minor Amendment Criteria and Process</i>, with efforts made to: increase clarity around implementation of the RGS Bylaw and Amendment Process; support growth management priorities; and reflect current best practices – while maintaining flexibility for the SLRD Board and member municipalities in their decision-making.</p> <p><i>Minor Amendment Criteria:</i> the RGS Steering Committee felt that including a list (not exhaustive) of amendments considered to be regionally significant would provide clarity to the public and Board regarding what amendments would trigger a major amendment process. This approach is in keeping with best practices found in most other RD RGS Bylaws. No public hearing is required for minor amendments to the RGS – this is clarified in the outlined process.</p>
TOPIC	KEY FINDINGS/RECOMMENDATIONS
<b>Implementation (Part 4 Implementation and Implementation Guidelines)</b>	<p>Update layout and content of <i>Part 4 Implementation and Monitoring</i> chapter to: increase clarity; highlight the variety of implementation tools, approaches, and processes; and reflect current best practices used by other RDs.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> <li>• No content on Regional Context Statements, which are the main implementation tool of the RGS;</li> <li>• Outdated <i>Implementation Agreements</i> section;</li> <li>• No content related to coordination with other governments/agencies or First Nations;</li> <li>• No content related to RGS Review requirements.</li> </ul> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>• Develop a set of Implementation Guidelines, provided as resources to support collective implementation of the RGS (to live outside the RGS)</li> </ul>



	<p><b>RATIONALE</b></p> <p><i>Part 4 Implementation</i></p> <p><i>Regional Context Statements (RCS):</i> providing content regarding the purpose and requirements of RCSs is a best practice found in most RGS Bylaws.</p> <p><i>Implementation Agreements and Guidelines:</i> remove specific Implementation Agreements listed, as none have been implemented to date, and instead leave the general description, enabling Implementation Agreements to be developed on an as needed basis. Provide content to enable the development of Implementation Guidelines, as an additional (and sometimes preferred) option to Implementation Agreements.</p> <p><i>Coordination with other Government Agencies and First Nations:</i> include language that highlights the importance of collaboration with other government agencies and First Nations, as related to implementation of the RGS Bylaw.</p> <p><i>Legislative Requirements:</i> include language that highlights the legislative requirements, set out in the LGA, for regular reports and review of regional growth strategies.</p> <p><i>Implementation Guidelines:</i> Resources are needed to assist in implementing the RGS. Implementation Guidelines provide guidance to member municipalities and the SLRD and are considered a best practice to support collective agreement on how to implement the RGS (collectively uphold, amend, settle, etc.).</p>
TOPIC	KEY FINDINGS/RECOMMENDATIONS
<b>Growth Management – Goal 1</b>	<p>Update sections under <i>Goal 1 Focus Development into Compact, Complete, Sustainable Communities</i> to increase clarity, consistency and flow of chapter and RGS Bylaw in general.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> <li>• Confusing section titles and layout of the Land Use Designations section.</li> <li>• Inconsistencies with and irrelevance of some land use designations.</li> <li>• Inconsistencies with member municipality Settlement Planning Maps.</li> </ul> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>• Update Land Use Designations section layout and section titles.</li> <li>• Address inconsistencies with and irrelevance of some land use designations (Special Planning Areas, Future Growth Nodes, Destination Resorts)</li> <li>• Review and revise/update where necessary, the <i>Table 1: Description of Settlement Planning Map</i> to ensure consistency, relevance, and applicability within and across jurisdictions.</li> </ul>
	<p><b>RATIONALE</b></p> <p><i>Special Planning Areas:</i> The current description and mapping identify two specific areas only – the Callaghan and the Lillooet Area; a study has been completed for Lillooet and the Board opted not to proceed with a special study for the Callaghan. Designation is no longer relevant and creates confusion, as there are no ‘special planning areas’ currently.</p> <p><i>Future Growth Nodes:</i> The term Future Growth Node has created confusion, as it is only used in the Village of Pemberton Map, has no description in Table 1 Description of Settlement Planning Map, nor is it included in the land use designations descriptions. Land</p>



	<p>mapped as Future Growth Node should really just fall under the Urban Areas land use designation, as the intent of this designation is to direct growth here.</p> <p><i>Destination Resorts:</i> Destination Resorts are not included in any of the Settlement Planning mapping or descriptions, and thus a different location in the document may be more appropriate to reduce confusion in bulleting, etc. Destination Resorts is not a land use designation.</p> <p><i>Table 1 Description of Settlement Planning Map:</i> A review will ensure that SLRD mapping is aligned with member municipality mapping.</p>
<b>TOPIC</b>	<b>KEY FINDINGS/RECOMMENDATIONS</b>
<b>Waste Management</b>	<p>There is a need to ensure alignment with the SLRD Solid Waste and Resource Management Plan (SWRMP) and to update the RGS Bylaw accordingly. Most revisions will likely be housekeeping in nature.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> <li>• Outdated targets and plan references/language in Goal 5 Protect Natural Eco-system Functioning.</li> <li>• Potential for stronger language around support for the SWRMP and communications and outreach/educations around zero waste would be beneficial.</li> </ul> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>• Update/Revise <i>Goal 5 Protect Natural Eco-system Functioning</i> to align with the SWRMP (targets and language).</li> <li>• Add “diverted” to (i) on page 41 of the RGS Bylaw, to read: <i>Supports minimizing adverse impacts by carefully managing where and how development occurs, how wastes are reduced and <b>diverted</b>, and how resources are managed.</i></li> <li>• Explore the idea of developing stronger language in the RGS Bylaw around ensuring collaboration and support for the SWRMP, including land use planning and communication/outreach/education around zero waste.</li> </ul>
	<p><b>RATIONALE</b></p> <p>The SWRMP is a regional plan, developed by the SLRD, as mandated by the Provincial Environmental Management Act that provides a long-term vision for solid waste management, including waste diversion and disposal activities. As part of updating this plan, new targets have been established for the SLRD, which should be reflected in the RGS Bylaw. Further, priorities for the SWRMP include <i>Moving from awareness to action (behaviour change)</i> and <i>Educating and improving awareness</i> – the RGS Bylaw could add language to reflect these priorities. The SWRMP also highlights the importance of land use planning and suggests, <i>to ensure that there is a suitable land base available to support the solid waste related goals and initiatives laid out in this plan, as well as in other SLRD and municipal planning documents, it is proposed that municipal and SLRD solid waste staff collaborate...</i></p>



TOPIC	KEY FINDINGS/RECOMMENDATIONS
Transportation	<p>There is a need to ensure content under <i>Goal 2 Improve Transportation Linkages and Options</i> is accurate and current. Most revisions will likely be housekeeping in nature.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>Review/update <i>Goal 2 Improve Transportation Linkages and Options</i> to ensure that regional initiatives and goals are adequately reflected/addressed.</li> <li>Look at the District of Squamish Multimodal Study, RMOW Transportation Study, and other member municipality plans, and update RGS Bylaw as necessary.</li> <li>Include Ministry of Transportation and Infrastructure (MOTI) in the review of the <i>Goal 2 Improve Transportation Linkages and Options</i> to see if there are updates warranted from the ministry side.</li> <li>Revise/update <i>Table 2: Regional Road Network Improvement Priorities</i> to reflect completed projects and new priorities.</li> <li>Develop a <i>Preferred Modes of Transportation Priorities</i> table, corresponding to the <i>Table 2: Regional Road Network Improvement Priorities</i>.</li> </ul>
	<p><b>RATIONALE</b></p> <p><i>Review and Collaboration:</i> New transportation plans, initiatives and priorities (local and provincial) may not be adequately captured in the RGS Bylaw, warranting the review and possible update of Goal 2. Collaborating with member municipalities and MOTI on the review will ensure alignment and linkages with other governments and agencies. Transportation presents a significant challenge/opportunity throughout the region.</p> <p><i>Priorities Tables:</i> Many priorities identified in Table 2 are now out of date, with some priorities addressed and some now redundant. New regional transportation priorities and initiatives may be missing from the table. Developing a corresponding table for Preferred Modes of Transportation Priorities will help to balance regional transportation priorities so that focus is not just on road networks (i.e. the Sea-to-Sky Trail may be a priority here).</p>
TOPIC	KEY FINDINGS/RECOMMENDATIONS
Food & Agriculture	<p>The RGS Bylaw does not have a Food/Agriculture Goal or any such Strategic Directions or policies (any content). This is identified as a major gap that should be addressed through the RGS Review - of the 10 RDs in BC with adopted RGSs, 6 have a specific Food/Agriculture goal and 8 have policies or related strategic directions (the SLRD is one of two RDs that do not include Food or Agriculture in their RGS).</p> <p>It was determined that developing a separate Food/Agriculture goal is the best approach, including strategic directions. It was further suggested that the goal needs to be broad to include agriculture and food systems.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>Develop a new goal in the RGS to address food and agriculture systems.</li> </ul>
	<p><b>RATIONALE</b></p> <p>Food Systems, including food security, is an important emerging issue for local/regional governments that is not covered in the current RGS Bylaw, and may be seen as particularly relevant to long-term planning efforts. Agriculture is an important land use and economic activity in the region. Given best practices and the needs of the region, developing a new food and agriculture systems goal is warranted.</p>



	Further, as a basic human need, building/supporting healthy and resilient food and agriculture systems is particularly important for present and future generations.
<b>TOPIC</b>	<b>KEY FINDINGS/RECOMMENDATIONS</b>
<b>Climate Change</b>	<p>There is very little content or focus on Climate Change/Energy Emissions in the RGS, compared with other RDs. Most RD's have opted to have a specific Climate Change/Energy Emissions Goal (8 of 10 RDs).</p> <p>Note that the Province will be releasing its Climate Leadership Plan in the Spring of 2016 – RGS content and targets may require updating to reflect this new plan. The importance of addressing both adaptation and mitigation was discussed at length.</p> <p>Regional transit was also identified as an important focus.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> <li>• Develop a new goal or additional content in the RGS to address Climate Change (i.e. expand <i>Goal 5: Protect Natural Ecosystem Functioning</i> to something like <i>Protect Natural Eco-system Functioning and Respond to Climate Change Impacts</i> or could develop new goal.)</li> <li>• Look to other, newer RGS's to see what other RD's are doing in terms of approaches.</li> <li>• Explore the possibility of using the RGS to generate and collect information to support regional decision making (regional pooling of resources to get consultant studies, etc.).</li> <li>• Continue GHG Emission monitoring (current indicator) and work to distribute/share this information better.</li> </ul>
	<p><b>RATIONALE</b></p> <p>Climate change is a big issue affecting us all; as such, regional policy/strategies would be beneficial. The pooling of resources and information will support decision-making. Given best practices and the needs of the region, and the new Provincial Climate Leadership Plan, developing a new goal or additional content around Climate Change/Energy Emissions is warranted.</p>
<b>TOPIC</b>	<b>KEY FINDINGS/RECOMMENDATIONS</b>
<b>First Nations Relations</b>	<p>The RGS content in <i>Goal 8 Enhance Relations with Aboriginal Communities</i> is strong, compared with other RDs.</p> <p>There is a need to ensure RGS content related to First Nations is accurate/current/realistic, and some sections require updating. Most revisions will likely be housekeeping in nature, including revising language throughout the RGS Bylaw to reflect the Federal Government language transition to Indigenous, rather than First Nations or Aboriginal.</p> <p>The Monitoring Indicator associated with this goal requires updating, as no data has been available for the current indicator.</p> <p>Recognizing that each First Nation and local government relations are unique, it was suggested that referral protocols are best developed at individual government-to-government levels, rather than through a regional policy.</p> <p>Most RDs include content in their RGS Implementation sections regarding "Coordination with First Nations".</p> <ul style="list-style-type: none"> <li>• Review and update <i>Goal 8 Enhance Relations with Aboriginal Communities</i> as</li> </ul>



	<p>necessary.</p> <ul style="list-style-type: none"> <li>• Update language throughout RGS to reflect the Federal Government language transition to Indigenous.</li> <li>• Update the Goal 8 Monitoring Indicator, as no data has been available on the current indicator.</li> <li>• Look to develop language in the RGS to encourage member municipalities and the SLRD to develop referral protocols with relevant First Nations.</li> <li>• Look to include a section in the <i>Part 4 Implementation</i> that speaks to Recognition of Aboriginal Title and rights.</li> </ul>
	<p><b>RATIONALE</b></p> <p><i>Review/Update:</i> Although the mandated duty to <i>Consult</i> is with the Province, consultation is required under the Local Government Act and improved engagement and collaborative planning approaches is desired. Reviewing and updating, where necessary, will facilitate improvements and maintain best practices. Also, one of the SLRD's 2015-2018 Strategic Directions and Goals is to enhance relationships with aboriginal communities and First Nations with the goal of collaborative, respectful relationships with aboriginal communities and First Nations.</p> <p><i>Update Indicator:</i> Indicators are only useful if there is data available to monitor.</p> <p><i>Implementation and Collaboration with First Nations:</i> Including a section in the Implementation chapter around Coordination with First Nations emphasizes that relationship building is continuous and collaboration is required at all stages.</p>



## HOUSEKEEPING UPDATES - RECOMMENDATIONS

Table 2: Housekeeping Items

HOUSEKEEPING ITEMS	LOCATION	ITEM	DETAILS & RATIONALE
	Cover Pages		<i>Action/Rationale:</i> Remove/replace <i>Update 2014</i> and use the new SLRD logo. Revise the blurb under <i>Our Mission</i> to be more general or reflect 2015 Review.
	ALL	Update Logo	<i>Action:</i> Insert new logo throughout RGS Bylaw
	ALL	Update First Nations Language and Mapping	<i>Action:</i> Update First Nations language throughout RGS Bylaw to reflect Federal Government transition to and best practice of using the term Indigenous. Update Figure 2 Aboriginal Communities map to include all First Nations in which the SLRD is within their traditional territories.
	ALL	Update LGA citations	<i>Action:</i> Update <i>Local Government Act (LGA)</i> citations throughout RGS Bylaw to reflect the new LGA.
	Part 2	Population & Employment Projections	<i>Action:</i> Improve the formatting and overall layout of this section. May be potential to include updated population projections.  <i>Rationale:</i> Formatting around figures/tables, overall layout of page/information, and language used could be more effective.
	Part 4	Performance Monitoring	<i>Action:</i> Combine Table 3 and 4 and include in this section. Also include a description of what has been done to date and the commitment to annual monitoring and reporting, as per the LGA.  <i>Rationale:</i> As Table 4 includes indicators used for performance monitoring, it would be more useful to have this content readily available in this section rather than the appendix. Also, Table 3 and 4 could be combined as the content is very similar. The SLRD is committed to annual monitoring and reporting; this should be mentioned here.
	Glossary of Terms	Definitions	<i>Action/Rationale:</i> Review and revise/update where necessary, the <i>Glossary of Terms</i> to ensure consistency, relevance, and applicability within and across jurisdictions.
	Roles & Responsibilities	Roles and Responsibilities	<i>Action:</i> Review and update where necessary.  <i>Rationale:</i> Certain bullets are no longer accurate or are now redundant; there may also be new roles identified through the review that should be listed here.
	Mapping	Map 1c (Part 2)	<i>Action:</i> Expand Map 1c out to include WedgeWoods, thereby eliminating need for Map 1c (part2).  <i>Rationale:</i> Map 1c (Part 2) was added during the housekeeping amendments to show the WedgeWoods area, but expanding Map 1c out to include this area would enhance ease of use and understanding of context.
	Mapping	Map 1d	<i>Action:</i> Update Lillooet Settlement Planning Map to reflect the Lillooet OCP land use designations.  <i>Rationale:</i> District of Lillooet has updated their OCP; these land use designations should be included in the RGS mapping.
	Appendix	Appendix A and B	<i>Action:</i> Remove as Appendix A and B are now redundant/unnecessary.  <i>Rationale:</i> Appendix A - Ongoing collaboration and legislative requirements now outlined in Implementation section. Appendix B – covered by Table 3/4 Monitoring Indicators



## Appendix B: Consultation Schedule

### CONSULTATION SCHEDULE -- RGS REVIEW

(Checklist)

	WHO	WHEN		HOW
	STAKEHOLDERS	ITEM	TIMELINE	CONSULTATION ACTIVITIES
	INITIATION			
✓	RGS Steering Committee	Scoping Period	April 2015 - December 2015	The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total.
✓	Affected Local Governments	Scoping Period	April 2015	Provide an opportunity for input on the need for review of the RGS, as per s. 452(3) of the LGA. (SLRD Board Report and Resolution were forwarded to affected local govts/agencies)
✓	SLRD Staff	Scoping Period	February 2016	Report back to the Board on the need for review and provide recommendations regarding the RGS <i>Review</i> process and content, as identified by the RGS Steering Committee during the <i>Scoping Period</i> .
✓	SLRD Board*	SLRD Board Resolution to Initiate RGS Review	February 2016	As per s.433 of the LGA, preparation of a regional growth strategy [including a review] must be initiated by resolution of the Board.
✓	SLRD Staff	Prepare Consultation Plan and Terms of Reference	March 2016	SLRD Staff to prepare Consultation Plan and Terms of Reference.
✓	RGS Steering Committee	Advisory Meeting	April 2016	RGS Steering Committee to review and provide input on the RGS <i>Review</i> Consultation Plan and Terms of Reference.
	SLRD Board*	SLRD Board Resolution to adopt Consultation Plan and approve Terms of Reference	April 2016	As per s. 434 of the LGA, the Board must adopt a consultation plan, as soon as practicable after the initiation of the RGS review. At this time, the board must consider whether the consultation plan should include the holding of a public hearing. Terms of Reference to include proposed budget and project timeline.
	SLRD Board, Affected Local Governments, Minister*	Notification of Initiation	April 2016	As per s. 433(4) of the LGA, the proposing Board must give written notice of an initiation under this section to affected local governments and to the minister.
	SLRD Board, First Nations	Notification of Initiation	April 2016	As a courtesy, provide notice of initiation to First Nations, including information regarding the RGS <i>Review</i> process and engagement opportunities.
	SLRD Board Chair*	Letter to minister (MCSCD) re IAC membership	April 2016	As required by s. 450 of the LGA, form an Intergovernmental Advisory Committee based on Minister recommendations for membership.
	RGS Steering Committee	Council Reports	May 2016	RGS Steering Committee to bring Information Report to respective Councils to inform of the RGS Review and receive any input on process and content of the review, as well as potential Intergovernmental Advisory Committee (IAC) membership (CAOs) and upcoming Elected Officials Forum.
	RGS Steering Committee & IAC (including CAOs)	Advisory & Planning Meeting	May 2016	Discuss Input received from CAOs/Councils on RGS <i>Review</i> ; develop agenda and content for Elected Officials Forum.
	Elected Officials, CAOs, IAC, RGS Steering Committee	Elected Officials' Forum	June 2016	RGS Review Kick-Off event; present key findings and recommendations from scoping period; discuss implementation of RGS and the need to develop Implementation Guidelines (to live outside RGS Bylaw)
	REVIEW & REVISE			
	First Nations	Engagement	June - September 2016	Meet with First Nations, as requested.
	Public	Engagement	June - September 2016	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).



	RGS Steering Community, IAC, Affected Agencies/Organizations	Advisory Meeting	July/Aug 2016	Meet as necessary to "workshop" areas requiring additional discussions.
	Elected Officials, RGS Steering Committee, IAC, Affected Agencies/Orgs	Affordable Housing Forum	September 2016	Share issues and best practices; identify/develop approaches to collectively address the issue of Affordable Housing throughout the region.
	RGS Steering Committee & IAC	Advisory Meeting	September 2016	Review new/revised content; finalize revisions and address any outstanding or new issues identified through Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement.
	SLRD Staff	Draft RGS Amendment Bylaw	September - October 2016	SLRD Staff to prepare draft RGS Amendment Bylaw, considering input received to date, for referrals.
	<b>SHARE</b>			
	RGS Steering Committee & IAC	Advisory Meeting	October 2016	Review draft RGS Amendment Bylaw and provide final comments.
	RGS Steering Committee	Council Reports	October 2016	Review draft RGS Amendment Bylaw and provide final comments.
	Affected Agencies & Organizations	Referrals	November 2016	Refer to Affected Agencies and Organizations for comment.
	First Nations	Referrals	November 2016	Refer to First Nations for comment.
	Public	Engagement	November 2016	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).
	<b>ADOPT</b>			
	SLRD Board*	First and Second Reading of the RGS Amendment Bylaw	December 2016	As per the LGA, recommend that the Board give first and second reading to the RGS Amendment Bylaw.
	Public	Engagement	January 2017	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).
	Affected Local Governments*	Referrals and acceptance of RGS Amendment Bylaw	January/February 2017	As per s. 436, before it is adopted, a regional growth strategy must be accepted by the affected local governments; 60 days are required for this referral period. Revisions to be made, if necessary, based on referral comments and recommendations.
	SLRD Board*	Third Reading and Adoption of RGS Amendment Bylaw	March 2017	As per the LGA, recommend that the Board give third reading and final adoption to the RGS Amendment Bylaw.
	IAC, Affected Local Governments, Affected Agencies & Organizations, First Nations, MCSCD*	Distribution of Adopted Bylaw	March 2017	As per s. 443, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister.

\* Required by Local Government Act



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

From: John McGregor [<mailto:john@whistlerlife.info>]

Sent: Wednesday, April 27, 2016 12:09

To: Mayor's Office

Subject: Cheakamus Crossing vs Whistler Aggregates Tenure #513676

Dear Mayor and Council;

My name is John McGregor and I live in Cheakamus Crossing. I am concerned as are my neighbours that the current Tenure #513676 in favour of Whistler Aggregates which expires May 31, 2017 which is located in the Basalt Quarry might be extended or renewed?

We all appreciate the RMOW's previous efforts to have the Asphalt Plant moved (or stopped from manufacturing Asphalt) even though the courts upheld the tenant's right to continue.

Obviously we are hoping that if the lease is not renewed the Asphalt issue will go away. However there are other issues to consider as well, the continuous removal of basalt rock with it's noise and dust along with the heavy traffic of large trucks coming and going.

Our wonderful neighbourhood is growing quickly with many children who are now on bikes, hiking and playing in the immediate area of this traffic. We also understand that the Jane Lakes logging initiative will be operational soon and this to will add more truck traffic.

I wanted to know if this issue was on your agenda and what progress you might be able to share with our neighbourhood?

I look forward to hearing from you at your earliest convenience and would ask if you think there is anything that our neighbourhood could do to assist in swaying the Provincial Government to help Whistler Aggregates move?

Kindest regards, John

John McGregor

[john@whistlerlife.info](mailto:john@whistlerlife.info)

(604) 938-3636 (direct/text)

14-1240 Mount Fee Rd.,

Whistler, BC, V0N 1B1



**From:** info  
**Sent:** Tuesday, May 10, 2016 10:40  
**To:** Mayor's Office  
**Subject:** FW: City of Cranbrook Resolution re: Fort McMurray

**From:** Kelly Thorsteinson [<mailto:Kelly.Thorsteinson@cranbrook.ca>]

**Sent:** Tuesday, May 10, 2016 8:06 AM

**To:** [district@dist100milehouse.bc.ca](mailto:district@dist100milehouse.bc.ca); [info@abbotsford.ca](mailto:info@abbotsford.ca); [mailbox@acrd.bc.ca](mailto:mailbox@acrd.bc.ca); [officeclerk@alertbay.ca](mailto:officeclerk@alertbay.ca); [village.hall@anmore.com](mailto:village.hall@anmore.com); [info@cityofarmstrong.bc.ca](mailto:info@cityofarmstrong.bc.ca); [admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca); [inquiry@barriere.ca](mailto:inquiry@barriere.ca); [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca); [bim@bimbc.ca](mailto:bim@bimbc.ca); [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca); [clerks@burnaby.ca](mailto:clerks@burnaby.ca); [village@burnslake.ca](mailto:village@burnslake.ca); [admin@cachecreek.info](mailto:admin@cachecreek.info); [info@campbellriver.ca](mailto:info@campbellriver.ca); [village@canalflats.ca](mailto:village@canalflats.ca); [breems@crd.bc.ca](mailto:breems@crd.bc.ca); [mailbox@cariboord.ca](mailto:mailbox@cariboord.ca); [castlegar@castlegar.ca](mailto:castlegar@castlegar.ca); 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[publicsrv@victoria.ca](mailto:publicsrv@victoria.ca); [info@viewroyal.ca](mailto:info@viewroyal.ca); [warfieldadmin@shawlink.ca](mailto:warfieldadmin@shawlink.ca); [office@wells.ca](mailto:office@wells.ca);  
[info@westkelownacity.ca](mailto:info@westkelownacity.ca); [info@westvancouver.ca](mailto:info@westvancouver.ca); [info; webmaster@whiterockcity.ca](mailto:info@webmaster@whiterockcity.ca);  
[cbouchard@williamslake.ca](mailto:cbouchard@williamslake.ca); [adminzeb@recn.ca](mailto:adminzeb@recn.ca)

**Subject:** City of Cranbrook Resolution re: Fort McMurray

The attached Resolution was approved by Cranbrook City Council at their Regular Council meeting on May 9, 2016, encouraging province-wide support from all BC Local Governments for Fort McMurray residents.

Sending on behalf of Cranbrook City Council,

**Kelly Thorsteinson**  
Executive Assistant  
Office of the Mayor

Phone: 250-489-0209  
Fax: 250-426-7264  
E-mail: [thorsteinson@cranbrook.ca](mailto:thorsteinson@cranbrook.ca)  
Address: 40 – 10<sup>th</sup> Avenue South  
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Resolution – Councillor I. Hockley

May 9, 2016 Regular Mtg.

WHEREAS, on Sunday, May 1, a forest fire of about 1,250 hectares menaced the southwest entrance to Fort McMurray, located about 435 kilometres northwest of Edmonton, putting pockets of the city on evacuation alert. By Tuesday, May 3, the entire population of Fort McMurray was ordered to evacuate as the wildfire threatened the whole community, creating the largest fire evacuation in Alberta's history; and

AND WHEREAS many families across the Province of British Columbia have relocated to Fort McMurray over the years to pursue employment opportunities and are now seeking refuge in their home communities and elsewhere until the crisis is over; and

WHEREAS the devastation caused by the wildfire in Fort McMurray has a far-reaching effect on many Cranbrook citizens and people throughout the Province of British Columbia, who have loved ones in Fort McMurray;

THEREFORE BE IT RESOLVED, that Council approve a donation from Council Contingency to the City of Fort McMurray in the amount of \$1,000 to be used at the City's discretion to benefit its residents in the aftermath of this disaster; and further, that staff be directed to forward a copy of this resolution to all BC Local Governments through UBCM and encourage province-wide support for Fort McMurray residents.