



REPORT

To: Chair and Directors

Report Number: DS-BRD-162

From: Kathy Suggitt, General Manager of Development Services

Date: June 10, 2021

Subject: Zoning Amendment Bylaw No. 2451, 2021; PRRD File No. 21-007 ZN

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board give Zoning Amendment Bylaw No. 2451, 2021, to provide a site-specific text amendment in the A-2 zone of Zoning Bylaw No. 1000, 1996, that would allow a work camp and a convenience store on the subject property identified as PID 029-261-571, first and second readings; further,

that a public hearing be held pursuant to *Local Government Act* Section 464 (1) delegated to the Director of Electoral Area B and public notification be authorized pursuant to *Local Government Act* Section 466.

BACKGROUND/RATIONALE:

Proposal

The applicant is proposing a work camp and a convenience store on the subject property. A Temporary Use Permit, TUP 15/174, for constructing and operating a work camp to a maximum of 200 workers was issued by the PRRD, which expires on December 14, 2021. The applicant would like the use on the property to be permitted for the long term and has applied for a zoning bylaw text amendment.

File Details

Owner: Top Notch Oilfield Contracting Ltd.
Proponent: Judy Desjarlais, Top Notch Oilfield Contracting Ltd.
Area: Electoral Area B
Location: Pink Mountain area
Legal: District Lot 4244, Peace River District
PID: 029-261-571
Site Size: 4.23 ha (10.45 ac)

Site Context

The subject property is at Mile 135 on Highway 97 N (Alaska Highway), about 140 kms North-West of the City of Fort St. John. The surrounding area is completely Agriculture-Rural in nature.

Site Features

Land

The subject property is currently being used for work and storage for oil and gas activities and the current storage yard has been cleared for the proposed worker camp.

Structures

There are currently three structures on the subject property; a two-person worker accommodation and an office (combined) in the form of a movable skid shack, a shed for a generator, and a shed for water storage.

Access

The site is accessed from the 135 Rd that connects to Highway 97N (Alaska Highway).

Comments and Observations

Applicant

Top Notch Oilfield Contracting Ltd. has been working on the subject property since 2018 by way of a Temporary Use Permit and believes that there are limited accommodation options for the workers in the area due to the remote location. Currently, there is no worker camp on the subject property for which the TUP was issued; however, the work is expected to continue in this area, and so the applicant would like to make the use permanent rather than seek to extend the TUP for a maximum of three years that would be allowed under the *Local Government Act*.

Official Community Plan (OCP)

Pursuant to PRRD Rural Official Community Plan Bylaw No. 1940, 2011, the subject property is designated Agriculture-Rural. Land within this designation should be used for agriculture or businesses compatible with the agriculture industry. Goal 5 in Section 3.1 of the OCP supports economic opportunities including related to the resource sectors that benefit residents and landowners.

Therefore, the proposal is consistent with the OCP.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1000, 1996, the subject property is zoned A-2 (Large Agricultural Holdings Zone). As per Section 36, agriculture and temporary worker camps of not more than 30 people are permitted in this zone.

Therefore, a site-specific text amendment is required.

Fire Protection Area

The subject property is outside of all Fire Protection areas.

Mandatory Building Permit Area

The subject property is outside of the Mandatory Building Permit Area.

Development Permit Area

The subject property is outside of the Development Permit Area.

Development Cost Charge Area

The subject property is outside of the Development Cost Charge Area.

School District 60 School Site Acquisition Charge Area

The subject property is within the School District 60 School Site Acquisition Charge Area; however, the charge is not applicable at this time because no new residential lots are proposed.

Impact AnalysisContext

The work camp will continue to provide accommodations to workers and the proposed convenience store will serve the day-to-day needs of the workers. The surrounding area is agriculture and rural in character, with no residential areas in close proximity. As such, the proposal does not introduce incompatible uses into the area.

Population and Traffic

The worker camp and convenience store will create an associated change in traffic. The population associated with the worker camp is considered temporary.

Sewage and Water

For sewage disposal, it is proposed that the subject property will continue to have a waste removal system/ Hydro Vacs. For water supply, the applicant is proposing to continue to get portable water delivered.

Comments Received from Municipalities and Provincial AgenciesCity of Dawson Creek

Interests Unaffected

Ministry of Transportation and Infrastructure

The proposal falls within Section 52 of the *Transportation Act* and will require formal MoTI approval and signature. MoTI is not in support of the proposal at this time and has the following requirements that must be satisfied prior to final approval and signature by MoTI.

- The subject lot fronts on a Controlled Access (CA) Highway. For protection of the highway corridor and the safety of the travelling public, private accesses are permitted only at the discretion of MoTI. CA Highways carry stringent requirements for access, with a preference for alternate access. No direct access to Alaska Highway 97N is supported from the subject lot. All access is to be via the side street network (Mile 135 Road).
- MoTI requires a Traffic Impact Study (TIS) prepared by a qualified engineer registered to conduct business in BC. Prior to consideration of approval of the site-specific text amendment, MoTI must review and approve the TIS. As a result of the TIS recommendations, any of the offsite improvements that are deemed necessary by MoTI must be designed and constructed to MoTI specification. The applicant is encouraged to contact MoTI at their earliest convenience to set up a Scope Development Meeting to determine the Terms of Reference for the TIS.
- Applicant to apply online for a “Works: Road Works” permit for the construction of any improvements required by MoTI.
- Applicant to apply online for an “Access to a Controlled Access Highway” permit for the connection to Alaska Highway 97N from Mile 135 Road.

- No storm drainage shall be directed toward Alaska Highway 97N. This would include but is not limited to collection/run-off of the internal road system or development run-off. All storm water detention must be dealt with onsite. There will be no discharge into MoTI ditches.
- Care should be taken in the lighting design on the site to avoid excessive glare which could cause safety concerns for motorists traveling on Alaska Highway 97N.

ALTERNATIVE OPTIONS:

1. That the Regional Board give Zoning Amendment Bylaw No. 2451, 2021, to provide a site-specific text amendment in the A-2 zone of Zoning Bylaw No. 1000, 1996 that would allow a work camp and a convenience store on the subject property identified as PID 029-261-571, first and second readings; further,

That a public hearing be waived pursuant to *Local Government Act* Section 464 (2) and public notification be authorized pursuant to *Local Government Act* Section 467.

2. That the Regional Board refuse to give Zoning Amendment Bylaw No. 2451, 2021, to provide a site-specific text amendment in the A-2 zone of Zoning Bylaw No. 1000, 1996 that would allow a work camp and a convenience store on the subject property identified as PID 029-261-571, first and second readings.
3. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

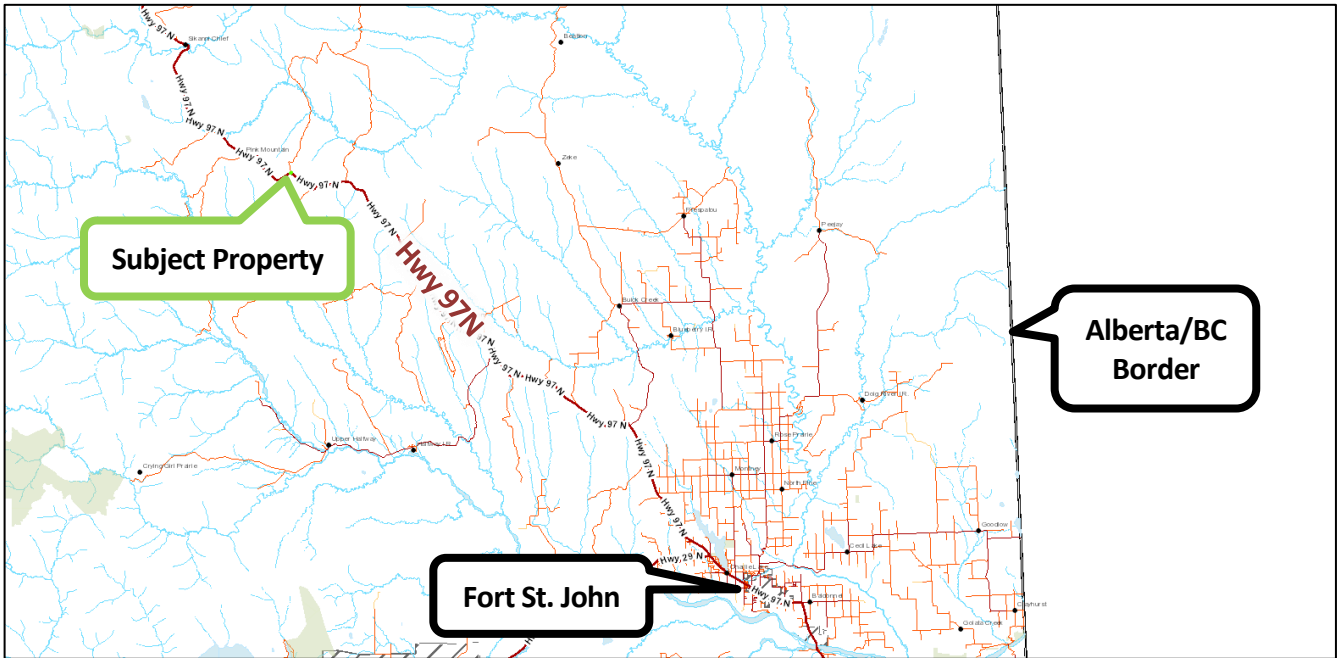
OTHER CONSIDERATION(S):

Given the need to satisfy MoTI requirements indicated above, and the expiry date of the current Temporary Use Permit, the applicant is eager to move forward with the planning process to seek approval of the zoning amendment.

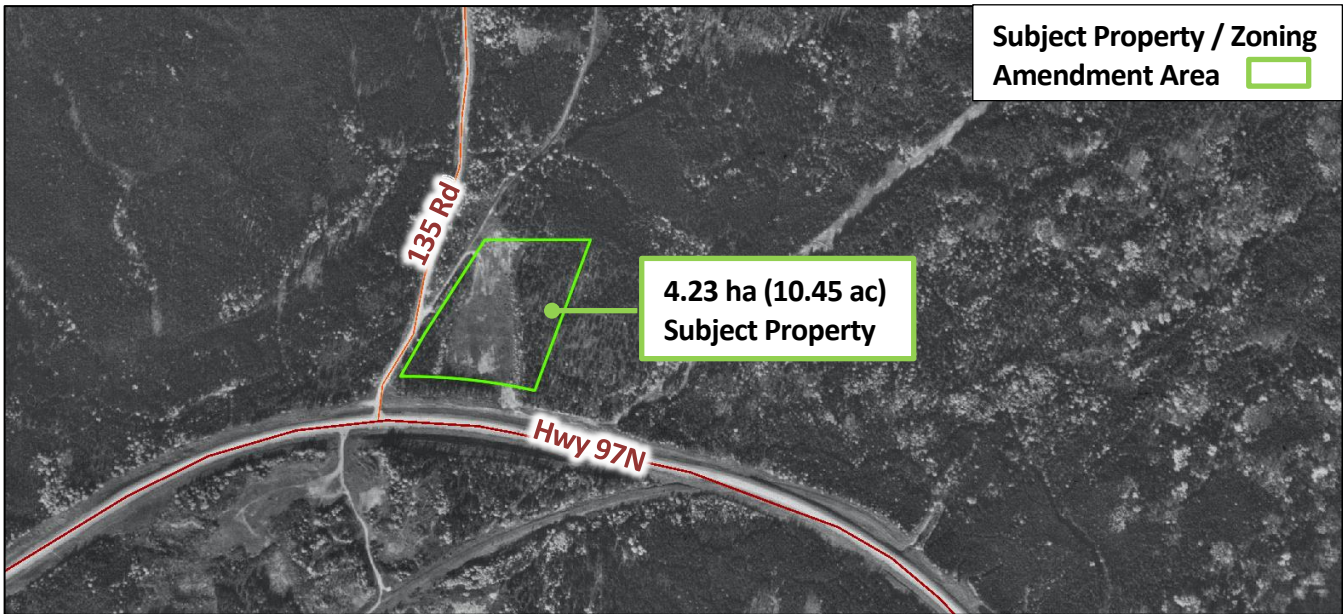
Attachments:

1. Maps.
2. Application.
3. Comments Received from Municipalities and Provincial Agencies.
4. Electoral Area B Director Comments Zoning Amendment Bylaw No. 2451, 2021.
5. Draft Zoning Amendment Bylaw No. 2451, 2021.

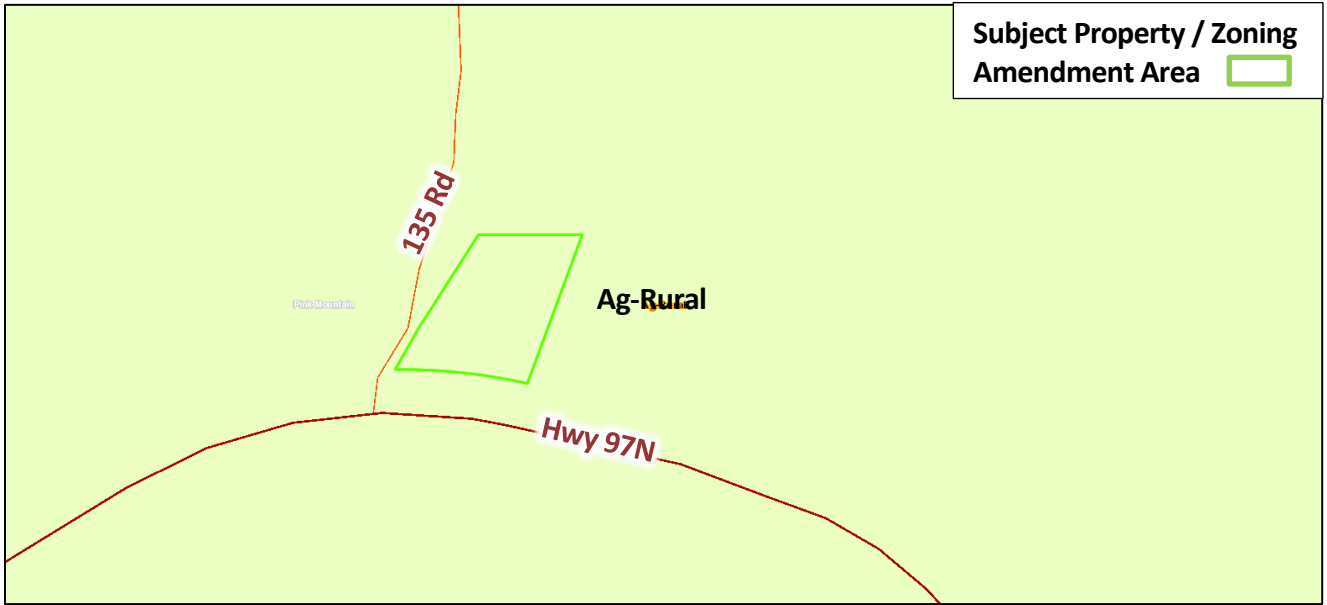
Location: Pink Mountain



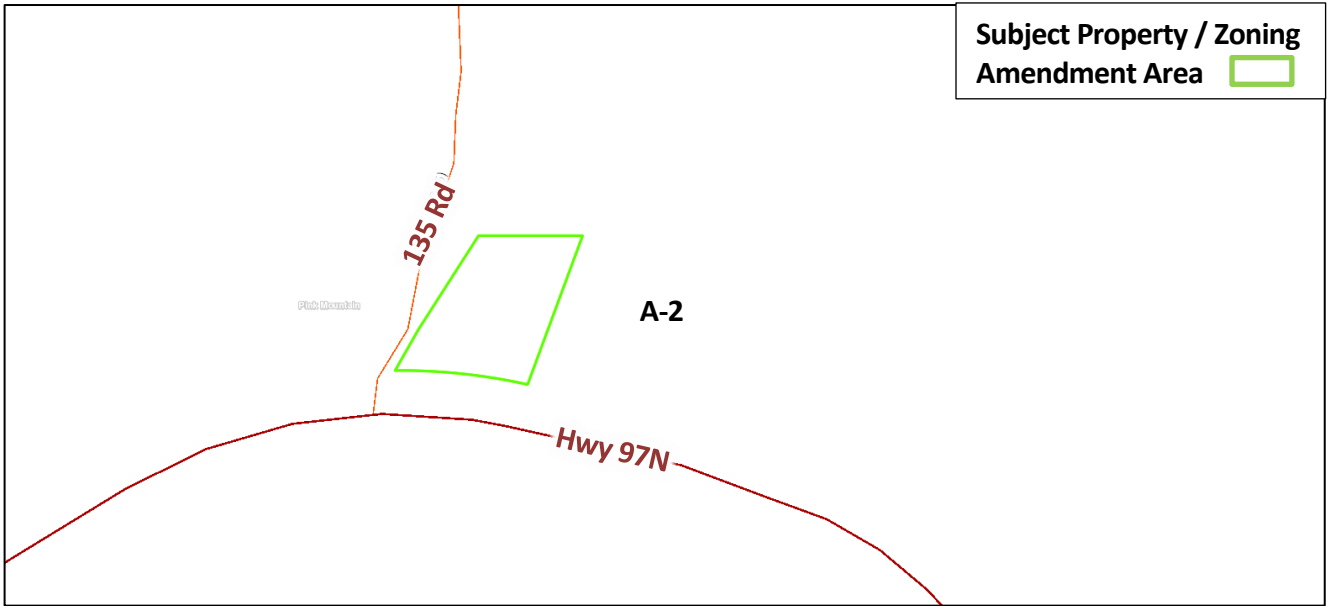
Aerial imagery and Proposal: To provide a site specific text amendment, to allow for a worker camp permit area and a convenience store in the subject property.



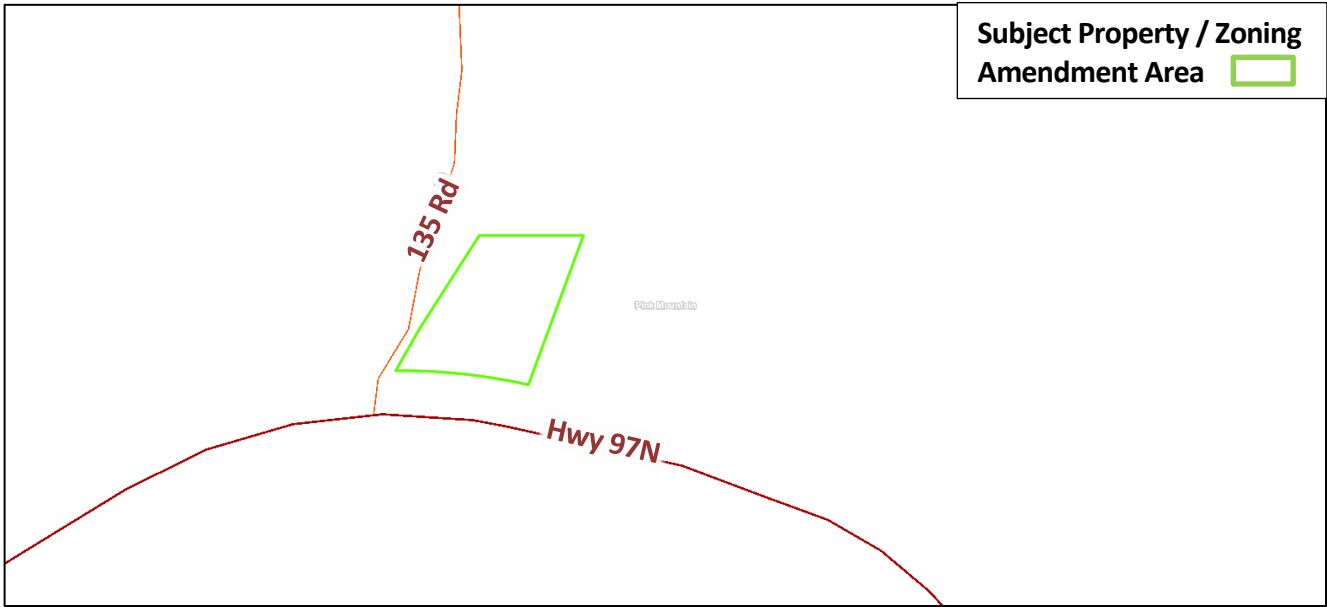
PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural (Ag-Rural)



PRRD Zoning Bylaw No. 1000, 1996: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Outside





PEACE RIVER REGIONAL DISTRICT

DAWSON CREEK 1981 Alaska Avenue (Box 810), Dawson Creek, BC (T) 250-784-3200..(F) 250-784-3201
FORT ST. JOHN 9505 100TH Street, Fort St. John, BC V1J 4N4 (T) 250-785-8084 (F) 250-785-1125
[Toll Free: 1-800-670-7773]

Receipt # _____

Application for Development

1. TYPE OF APPLICATION

	FEE
☐ Official Community Plan Bylaw Amendment	\$ 1,000.00
☒ Zoning Bylaw Amendment	650.00
☐ Official Community Plan / Zoning Bylaw Amendment combined	1,050.00
☐ Temporary Use Permit	350.00
☐ Development Permit	165.00
☐ Development Variance Permit	165.00
☒ Sign requirement	150.00

In regard to applications for:

i) **an official community plan and/or zoning bylaw amendment;**

ii) temporary use permit;

Sign provided by the PRRD and sign posted pursuant to Section 8 of Bylaw No. 2165, 2016, **attached**.

2. PLEASE PRINT

Property Owner's Name Top Notch Oilfield Contracting Ltd.	Authorized Agent of Owner (if applicable)
Address of Owner 	Address of Agent
City/Town/Village 	City/Town/Village
Postal Code 	Postal Code
Telephone Number: 	Telephone Number:
Fax Number: 	Fax Number:
E-mail:	E-mail:

3. PROPERTY DESCRIPTION

Full legal description of each property under application	Area of each lot
District Lot 4244	4.23 ha
	ha./acres
	ha./acres
	TOTAL AREA 4.23 ha

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act*.

4. Civic Address or location of property: Mile 135 of Alaska Highway PID: 029-261-571

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your proposal:

☐ Official Community Plan (OCP) Bylaw amendment:

Existing OCP designation: _____

Proposed OCP designation: _____

Text amendment: _____

☒ Zoning Bylaw amendment:

Existing zone: A-2

Proposed zone: _____

Text amendment: Worker Camp Permit Area and a Convenience Store

☐ Development Variance Permit – describe proposed variance request:

☐ Temporary Use Permit – describe proposed use:

☐ Development Permit: Bylaw No. _____ Section No. _____

6. Describe the existing use and buildings on the subject property:

Currently, the subject property is being used for work and temporary accommodation of two company employees. There are three structures in the subject property- a movable skid shack that has the office on one side and the temporary accommodation on the other and two sheds, each for generator storage and for water storage.

7. Describe the existing land use and buildings on all lots adjacent to and surrounding the subject property:

(a) North Agriculture-Rural

(b) East Agriculture-Rural

(c) South Highway 97N and Agriculture-Rural

(d) West 135 Rd and Agriculture-Rural

8. Describe the proposed development of the subject property. Attach a separate sheet if necessary:

A worker camp to be developed and the existing storage yard has been cleared for the proposed worker camp. Some space to be used as storage yard (for oil and gas activities- equipments, etc). Also, a convenience store for serving the day to day needs of the workers.

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:

Remote location with limited accommodation for workers in the area.

10. Describe the means of sewage disposal for the development:

Waste Removal Systems/ Hydro Vacs

11. Describe the means of water supply for the development:

Portable Water/Drinking Water to be delivered.

THE FOLLOWING INFORMATION IS REQUIRED. FAILURE TO PROVIDE MAY DELAY YOUR APPLICATION.

12. Proof of ownership of the subject property or properties. (For example: Certificate of State of Title, BC Land Title Office Property Title Search or recent Property Tax Notice.)
13. A Sketch Plan of the subject property or properties, showing:
- (a) the legal boundaries and dimensions of the subject property;
 - (b) boundaries, dimensions and area of any proposed lots (if subdivision is being proposed);
 - (c) the location of existing buildings and structures on the subject property, with distances to property lines;
 - (d) the location of any proposed buildings, structures, or additions thereto, with distances to property lines;
 - (e) the location of any existing sewage disposal systems;
 - (f) the location of any existing or proposed water source.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a plan prepared by a British Columbia Land Surveyor may be required.

15. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related



Date signed

Signature of Owner

Date signed

16. **AGENT’S AUTHORIZATION**

If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We authorize	and	hereby
(name) application.	to act on my/our behalf regarding this	
Agent address:		
Telephone:	Fax:	Email:
Signature of Owner:	Date:	
Signature of Owner:	Date:	

For Reference - excerpt from "Development Application Procedures and Fees Bylaw No. 2165, 2016."

8. Public Notice Sign Requirements

- (a) On those parcel(s) that are subject to an amendment to:
 - (i) an official community plan and / or zoning bylaw; or
 - (ii) temporary use permit;the applicant shall post a development application sign on the subject property, which shall be provided by the Peace River Regional District.
- (b) The sign shall be a minimum of 1.2 metres x 1.2 metres (4 feet x 4 feet) in dimension;
- (c) The sign shall be constructed of recyclable material;
- (d) The sign shall have a white background with black block lettering that is not less than 6 centimeters in height;
- (e) The sign shall contain the following wording;
'This site is subject to an application to change land use or density. For further information please contact the Peace River Regional District at 1-800-670-7773';
- (f) The sign must be placed at the driveway entrance or midpoint of the property fronting the main service road, providing the most effective legibility and visibility for passersby from the road;
- (g) The sign shall be erected on the property at a minimum of fourteen (14) days prior to the Regional Board considering the application, and the applicant must submit to the Regional District a photograph clearly showing the sign posted on the property;
- (h) The sign shall be placed in a manner that does not interfere with pedestrian or vehicle traffic flow, or create a potential hazard by obstructing visibility from a highway, road or lane;
- (i) The sign shall be installed in a safe, sturdy manner, capable of withstanding typical wind and other weather conditions;
- (j) The sign shall remain in place continuously until the conclusion of the Public Hearing or issuing of the permit, as the case may be, and shall be removed within fourteen (14) days after the decision(s) of the Regional Board on the said application. Applicants are encouraged to dispose of the signs by recycling them.
- (k) Failure to post and keep the sign in accordance with this bylaw may result in a delay or postponement of the Public Hearing and / or Board decision process;
- (l) Any additional notification costs incurred by the Regional District as a result of the applicant failing to post the required sign shall be payable by the applicant prior to advertising of the Public Hearing or delivering public notification.
- (m) Where a sign required by this bylaw is removed, destroyed or altered due to vandalism or the actions of unknown persons, the validity of any bylaw that is the subject of the relevant application and Public Hearing shall not be impacted;
- (n) If a land owner receives any written comments regarding the land use application, those comments must be delivered to the Peace River Regional District office as soon as they are received so that this information may be considered with the subject application.
- (o) A non-refundable fee in the amount of \$150.00 shall be levied for the sign.

Anmol Anand

From: Kevin Henderson <khenderson@dawsoncreek.ca>
Sent: Tuesday, April 27, 2021 2:05 PM
To: Anmol Anand
Subject: RE: External Referral Package for review and comment (PRRD File No. 21-007 ZN)

CAUTION: This email originated from outside of the organization.

Anmol,

Our Interests are unaffected.

Thank you



Kevin Henderson, ASCT
General Manager of Development Services
The Corporation of the City of Dawson Creek
Phone 250-784-3622 Fax 250-782-3203
www.dawsoncreek.ca
Like us on [Facebook](#) 



Please ~ only print this email if necessary!

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

From: Anmol Anand <Anmol.Anand@prrd.bc.ca>
Sent: April 27, 2021 1:58 PM
To: 'Stephanie.Vokurka@northernhealth.ca' <Stephanie.Vokurka@northernhealth.ca>; 'frontcounterbc@gov.bc.ca' <frontcounterbc@gov.bc.ca>; 'Ireimer@prn.bc.ca' <Ireimer@prn.bc.ca>; 'rjamurat@fortstjohn.ca' <rjamurat@fortstjohn.ca>; 'clerk@hudsonshope.ca' <clerk@hudsonshope.ca>; 'admin@poucecoupe.ca' <admin@poucecoupe.ca>; 'd-chet@gochetwynd.com' <d-chet@gochetwynd.com>; 'lford@districtoftaylor.com' <lford@districtoftaylor.com>; 'tradmin@dtr.ca' <tradmin@dtr.ca>; Kevin Henderson <khenderson@dawsoncreek.ca>
Cc: Planning Department <planning@prrd.bc.ca>; PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: External Referral Package for review and comment (PRRD File No. 21-007 ZN)

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

Hello,

Please see the attached referral package for PRRD File No. 21-007 ZN. Please let me know if you have any questions regarding the proposed site specific zoning text amendment.

Please respond by May 18th, 2021.

Thanks and have a great day.

Regards,

Anmol Anand | Junior Planner

Phone: **250-784-4845** | anmol.anand@prrd.bc.ca | www.prrd.bc.ca

Peace River Regional District, Box 810, Dawson Creek, BC V1G 4H8



PEACE RIVER REGIONAL DISTRICT



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

Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attention: Planning Department

The Ministry of Transportation and Infrastructure (MoTI) has received and reviewed your referral dated April 27, 2021 to provide a site-specific text amendment in the A-2 zone of the PRRD Zoning Bylaw No. 1000, 1996 to allow for a work camp and a convenience store on District Lot 4244, PRD. The proposal falls within Section 52 of the Transportation Act and will require formal MoTI approval and signature. MoTI is not in support of the proposal at this time and has the following requirements that must be satisfied prior to final approval and signature by MoTI.

1. The subject lot fronts on a Controlled Access (CA) Highway. For protection of the highway corridor and the safety of the travelling public, private accesses are permitted only at the discretion of MoTI. CA Highways carry stringent requirements for access, with a preference for alternate access.

No direct access to Alaska Highway 97N is supported from the subject lot. All access is to be via the side street network (Mile 135 Road).

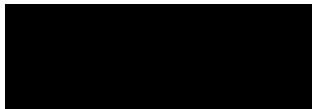
2. MoTI requires a Traffic Impact Study (TIS) prepared by a qualified engineer registered to conduct business in BC. Prior to consideration of approval of the site-specific text amendment, MoTI must review and approve the TIS. As a result of the TIS recommendations, any of the offsite improvements that are deemed necessary by MoTI must be designed and constructed to MoTI specification. The applicant is encouraged to contact MoTI at their earliest convenience to set up a Scope Development Meeting to determine the Terms of Reference for the TIS.
3. Applicant to apply online for a "Works: Road Works" permit for the construction of any improvements required by MoTI. Applicant to apply online here:
<http://www.th.gov.bc.ca/permits/Apply.asp>
4. Applicant to apply online for an "Access to a Controlled Access Highway" permit for the connection to Alaska Highway 97N from Mile 135 Road. Applicant to apply online here:
<http://www.th.gov.bc.ca/permits/Apply.asp>

5. No storm drainage shall be directed toward Alaska Highway 97N. This would include but is not limited to collection/run-off of the internal road system or development run-off. All storm water detention must be dealt with onsite. There will be no discharge into MoTI ditches.
6. Care should be taken in the lighting design on the site to avoid excessive glare which could cause safety concerns for motorists traveling on Alaska Highway 97N.

The applicant should be aware there is a chance the area may contain previously unrecorded archaeological material that is protected under the Heritage Conservation Act. Please contact the Archaeology Branch immediately at (250) 953-3334 if archaeological site deposits are encountered on the subject property.

Thank you for the opportunity to comment early in the process. If you or the applicant has any questions, please contact me at (778) 576-1184 or by email at Erlina.pieper@gov.bc.ca.

Sincerely,



Erlina Pieper

Development Officer



PEACE RIVER REGIONAL DISTRICT

Memorandum

TO: Karen Goodings, Director of Electoral Area B
FROM: Anmol Anand, Junior Planner
DATE: April 27, 2021
RE: **Zoning Amendment Bylaw No. 2451, 2021**
PRRD File No. 21-007-ZN

Pursuant to the following resolution:

RD/15/04/26 (23)

That a two-week period be added to the development application review process to allow time for the appropriate Electoral Area Director to review applications prior to them going to the Regional Board for consideration.

The application and bylaw is provided for your review. As instructed at the November 21, 2019 EADC meeting, referrals to Directors will be done earlier in the application review process, at the same time as external agency referrals. As a result, this referral does not include external agency comments or a staff report.

If you have any comments, please submit them by **May 11, 2021**.

I have no problem with this going forward. Please check if there is a stipulation in place about clean up when the camp is no longer needed. Also, does this go to the ALC? Lastly, I think a public hearing may be a good idea. I received a number of calls from irate people who were opposed to the camp at 109. There are a number of businesses in the vicinity of this proposal and the community deserves their say

Director

Karen Goodings

Date

April 29, 2021

diverse. vast. abundant.

PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9905 100 St, Dawson Creek, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

PEACE RIVER REGIONAL DISTRICT

Bylaw No. 2451, 2021

A bylaw to amend Peace River Regional District
Zoning Bylaw No. 1000, 1996"

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1000, 1996";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2451, 2021."
2. "Peace River Regional District Zoning Bylaw No. 1000, 1996" is hereby amended by adding the following text amendment to Part VI Zones, Section 36 A-2 (Large Agricultural Holdings Zone),
2. Regulations – Additional Uses.
 - g) The following additional uses are permitted on the land legally described as District Lot 4244, Peace River District:
 - i) work camp
 - ii) convenience store.

READ A FIRST TIME THIS	_____ day of _____	, 2021.
READ A SECOND TIME THIS	_____ day of _____	, 2021.
Public Notification published on the	_____ day of _____	, 2021.
Public Hearing held on the	_____ day of _____	, 2021.
READ A THIRD TIME THIS	_____ day of _____	, 2021.
Ministry of Transportation approval received this	_____ day of _____	, 2021.
ADOPTED THIS	_____ day of _____	, 2021.

Chair

(Corporate Seal has been affixed to
the original bylaw)

Corporate Officer

I hereby certify this to be a true and correct copy of "PRRD Zoning
Amendment Bylaw No. 2451, 2021, as adopted by the Peace River
Regional District Board on _____, 2021.

Corporate Officer