



## AGENDA

Special Meeting of the Council of the Village of Chase  
Council Chamber of the Village Office at 826 Okanagan Avenue  
on Tuesday, November 3, 2015 after the Public Hearing set for 4:00 p.m.

### 1. CALL TO ORDER

### 2. ADOPTION OF THE AGENDA

Resolution:

**“That the November 3, 2015 Village of Chase Special Council meeting agenda be adopted as presented.”**

### 3. ADOPTION OF MINUTES

None

### 4. PUBLIC HEARINGS

None

### 5. REPORTS

None

### 6. DELEGATIONS

None

### 7. UNFINISHED BUSINESS

#### 7.1 Development Variance Permit Application – Home Hardware Pages 1 - 3

At the October 27, 2015 regular Council meeting it was requested the Fire Chief conduct a site visit to determine if this variance would have a negative impact on access for emergency vehicles. The Fire Chief reports he has no concerns.

Resolution:

**“That Council authorizes Administration to proceed with the required process associated with the Development Variance Permit Application No. 78-2105, giving notification of the variance application to neighbouring property owners.”**

### 8. NEW BUSINESS

#### 8.1 Road Rescue Service Expenditure Request – Air Bag Kit

A report will be provided by the CAO

#### 8.2 Heritage Canada Funding Application

Pages 5 - 7

Council’s approval to proceed with applying for grant funding for Canada Day 2016 is requested.

Resolution:

**“That Administration proceed to apply for Heritage Canada Funding to assist in funding 2016 Canada Day celebrations.”**

8.3 Waiver Request – Flu Clinic

Pages 9 - 10

Chase Public Health is requesting a waiver to use room A of the Community Hall for their annual Flu Clinic November 4 (afternoon set up) 5 and 6, 2015.

**9. IN CAMERA**

None

**10. ADJOURNMENT**

Resolution:

**“That the November 3, 2015 Village of Chase Special Council meeting be adjourned.”**



## *Village Of Chase* *Administrative Report*

**TO:** Mayor and Council  
**FROM:** CAO  
**DATE:** September 8, 2015  
**RE:** Development Variance Application – Chase Home Hardware  
DVP 78-2015

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### **ISSUE/PURPOSE**

To obtain support from Council to proceed with the necessary notifications pertaining to the application to vary provisions of the C-3 Service Commercial Zone in the Village's Zoning Bylaw to permit additions to storage buildings and to reduce the parking requirements.

### **OPTIONS**

1. Authorize Administration to proceed with the necessary notifications pertaining to the variance application.
2. Do not proceed and deny the request.

### **REFERENCE**

- Development Variance Sketch

### **BACKGROUND/DISCUSSION**

Home Hardware is situated at 197 Shuswap Avenue, and also owns 189 Shuswap Avenue (lot adjacent to the west of 197). The primary building and two exterior storage sheds are located at 197 Shuswap while a third storage shed and graveled storage area are located at 189 Shuswap Avenue.

Home Hardware is applying for three variances in this application:

1. They wish to vary the accessory building size provision of the Village's Zoning Bylaw under the C-3 Service Commercial zone. Currently the regulations provide for accessory structures to be 10 square meters in size. For a service commercial establishment such as Home Hardware, this maximum size is woefully inadequate for the undercover storage of the types of materials handled. They are asking for consideration of 669 square meters for their Storage Shed "A", 499.6 square meters for their Storage Shed "B" and 40.9 square meters for their Storage Shed "C" (see sketch). The storage sheds already exist,

and Home Hardware wishes to legalize the existing structures and provide for expansion of both Sheds “A” and “B”.

2. They wish to vary the interior side parcel line setback from 6 meters to 2.27 meters to legalize the siting of the existing Shed “B” and its proposed expansion.
3. They wish to vary the parking space requirement in the Zoning Bylaw from 85 parking spaces to 60 parking spaces. The Village’s bylaw includes accessory buildings in the gross floor area calculation used to determine the number of parking spaces required on site. The nature of Home Hardware’s business is such that they have both a retail component and a large warehouse component. The retail component is intended to draw in customers to which Home Hardware have supplied what they consider appropriate parking. Home Hardware is intending to place asphalt on the Northwest side of the main building to provide more delineated parking spaces for the retail component.

### **POLICY IMPLICATIONS**

The current variance requests will legalize existing accessory buildings and will allow for expansion of those buildings with property building permits in place. In terms of siting, there will be no reductions in setbacks from existing ones, and parking will be enhanced, improving the aesthetics of the Shuswap Avenue orientation of the business.

Administration is of the opinion that the parking requirements currently provided by and contemplated by Home Hardware will be adequate.

### **RECOMMENDATION**

**That Council authorizes Administration to proceed with the required process associated with the Development Variance Permit Application No. 78-2105, giving notification of the variance application to neighbouring property owners.**

Respectfully submitted,

          *Origianl Signed*            
Joni Heinrich, CAO

2. Relief from Section 6.53.1 of Zoning By-law No. 683 which requires the minimum setback from a side parcel line to be 6.0m whereas a setback of 2.27m is proposed.

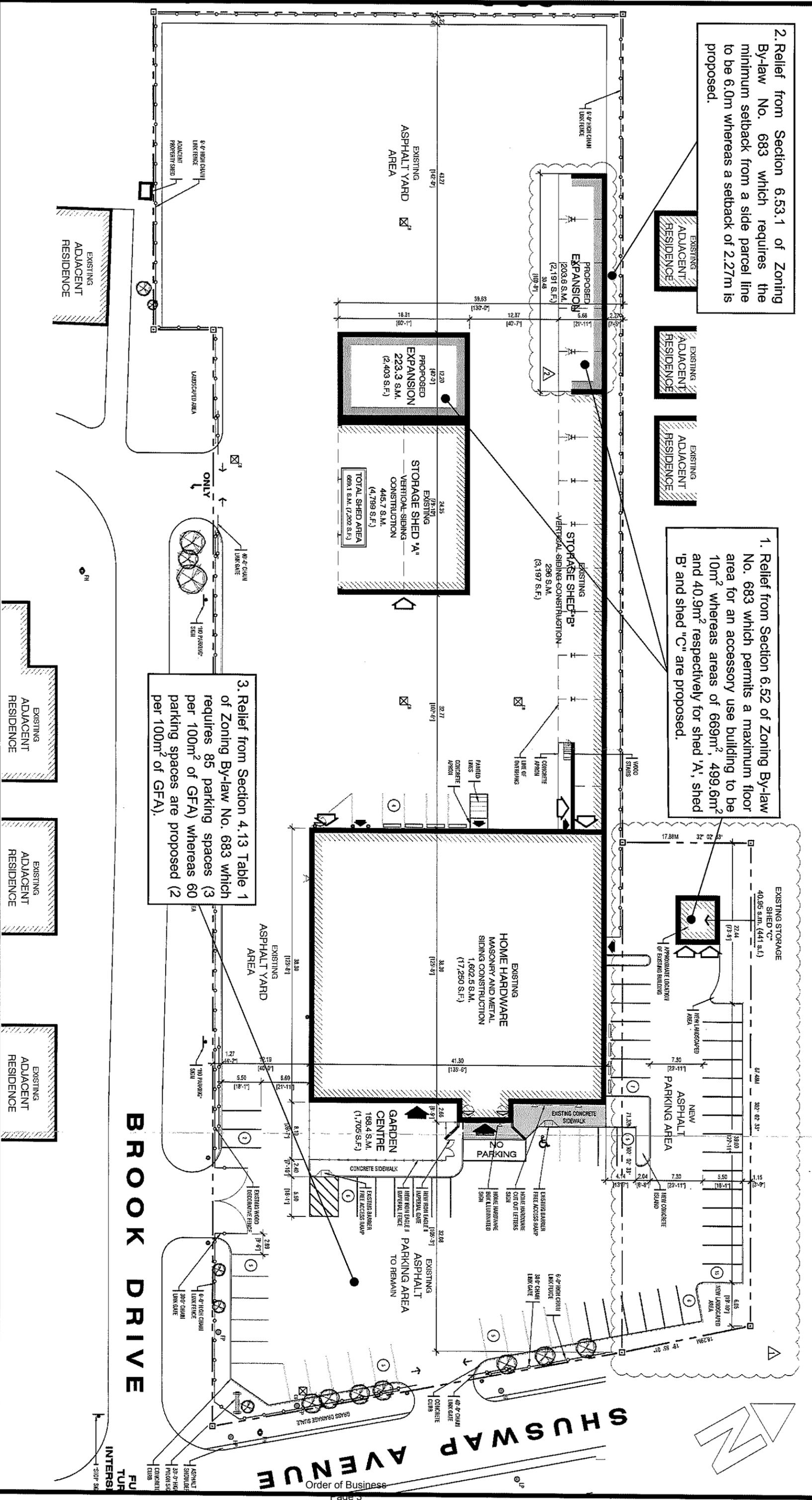
EXISTING ADJACENT RESIDENCE

EXISTING ADJACENT RESIDENCE

EXISTING ADJACENT RESIDENCE

1. Relief from Section 6.52 of Zoning By-law No. 683 which permits a maximum floor area for an accessory use building to be 10m<sup>2</sup> whereas areas of 669m<sup>2</sup>, 499.6m<sup>2</sup> and 40.9m<sup>2</sup> respectively for shed 'A', shed 'B' and shed 'C' are proposed.

3. Relief from Section 4.13 Table 1 of Zoning By-law No. 683 which requires 85 parking spaces (3 per 100m<sup>2</sup> of GFA) whereas 60 parking spaces are proposed (2 per 100m<sup>2</sup> of GFA).



**DEVELOPMENT VARIANCE SKETCH**

197 SHUSWAP AVENUE  
 HOME HARDWARE STORES LIMITED  
 CHASE, BC

SCALE 1:750 (PAPER SIZE: 11x17) PROJECT No. P-815

**BROOK DRIVE**

**SHUSWAP AVENUE**



**Labreche Patterson & Associates Inc.**  
 Professional Planners, Development Consultants, Project Managers  
 330-F Trillium Drive  
 Kitchener, Ontario  
 N2E 3J2  
 P - (519) 896-5955  
 F - (519) 896-5355





# VILLAGE OF CHASE

## MEMORANDUM

**DATE:** October 28, 2015  
**TO:** J. Heinrich, Chief Administrative Officer  
**FROM:** S. Beppe, Administrative Assistant  
**RE:** Heritage Canada Funding application 2016

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At the request of Leif Pedersen, CFO, please find attached correspondence from the Government of Canada to advise of the 2016 Celebrate Canada funding process.

The Canada Day application must be received by Heritage Canada by November 16, 2015.

The Celebration of Canada Day in Chase is an exciting event, attended by many individuals in the community.

We request that council approve submission of the grant funding request for the 2016 Canada Day celebration.

Regards,

Sue Beppe  
Administrative Assistant

Enc: 1

## Sue Beppe

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**From:** Susan.Wrobel@pch.gc.ca on behalf of Canada\_Day-Fete\_du\_Canada.west-ouest@pch.gc.ca  
**Sent:** Wednesday, October 07, 2015 8:38 AM  
**Subject:** LAUNCH OF THE 2016 CELEBRATE CANADA FUNDING APPLICATION PROCESS / LANCEMENT DU PROCESSUS 2016 D'ENVOI DES DEMANDES DE FINANCEMENT DU CANADA EN FÊTE (BC)

(le français suit)

### **The 2016 Celebrate Canada funding application process has been launched.**

The Department of Canadian Heritage provides financial support for activities delivered during the Celebrate Canada period, from June 21 to July 1. These activities celebrate National Aboriginal Day on June 21, Saint-Jean-Baptiste Day on June 24, Canadian Multiculturalism Day on June 27, and Canada Day on July 1. In certain cases, funded activities may be undertaken up to 5 days prior to the Celebrate Canada Period. However, since events are expected to be held on the date of the designated day, priority will be given to events held on the actual date.

We are very pleased to announce that the 2016 application form and guide may now be found on the Canadian Heritage website at <http://www.pch.gc.ca/eng/1290623024175/1290627748796>. In order to ensure that your funding request is processed in a timely manner, you are invited to send us your request as soon as possible, before November 16, 2015.

Please ensure that your application is completed and signed. Whether applications are submitted by fax, e-mail or mail, signatures must be hand-written. Incomplete or unsigned applications will result in delayed processing and could be rejected. Please choose one method for submitting your application and do not submit duplicates.

Please note that your applications will be assessed using a variety of criteria. Some of these include:

- how the project adheres to Program objectives;
- the use of Canadian symbols (e.g. Canadian flag)
- the incorporation of themes related to Canadian history;
- the use of partnerships;
- whether events are taking place on their designated day;
- the accessibility of the site;
- whether anticipated attendance is realistic;
- whether the application is complete;
- whether the project is clearly explained, complete, and demonstrates good use of funds;
- whether the budget is balanced and realistic;
- whether other sources of revenue are identified;
- the number of eligible activities that are part of the event.

The budget submitted for the project must be balanced, realistic and reasonable. Inflated or exaggerated budgets or costs may result in rejection of the application.

In the lead-up to the 150th anniversary of Confederation in 2017, the Program will continue, in 2016, to highlight national historic events and figures in Canadian history. A list of these events is available in the application form. Additional consideration will be given to projects incorporating themes based on these anniversaries, however, funding is not conditional on the inclusion of these elements in the celebrations during the Celebrate Canada period.

If you received funding in the previous year, you were required to submit a Final Activity Report, which was due on August 31, 2015. If you failed to provide us with a Final Activity Report prior to submitting a new application, your organization will not be eligible for funding.

Order of Business

Do not hesitate to contact your Regional Program Officer if you require further information:

Région de l'Ouest  
Ministère du Patrimoine canadien, Gouvernement du Canada  
marie.doyle@pch.gc.ca | Tél. : 780-495-6943 | ATS : 1-888-997-3123 | Télécopieur : 780-495-4873

**COLOMBIE-BRITANNIQUE**

**Stacy Archer**

Région de l'Ouest  
Ministère du Patrimoine canadien, Gouvernement du Canada  
stacy.archer@pch.gc.ca | Tél : 604-666-4638 | ATS : 1-888-997-3123 | Télécopieur : 604-666-3508

**Sabrina Buksh**

Région de l'Ouest  
Ministère du Patrimoine canadien, Gouvernement du Canada  
sabrina.buksh@pch.gc.ca | Tél : 604-562-5634 | ATS : 1-888-997-3123 | Télécopieur : 604-666-3508

Merci de votre collaboration.

Celebrate Canada/le Canada en fête  
Department of Canadian Heritage/Patrimoine canadien  
Western Region/Région de l'Ouest  
1-800-663-5812

**Please note that the Celebrate Canada application deadline is changing to November 16, 2015**

**Veillez noter que la date limite pour déposer une demande de financement au programme Canada en fête a été changée au 16 novembre 2015.**





# VILLAGE OF CHASE

## MEMORANDUM

**DATE:** October 29, 2015  
**TO:** J. Heinrich, CHIEF ADMINISTRATIVE OFFICER  
**FROM:** S. Bepple, Facilities Booking  
**RE:** FACILITIES RENTAL WAIVER

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Attached is correspondence from Chase Public Health.

They are requesting that the rental fee be waived for their annual Chase Flu clinic to be held on November 5 & 6, in Room A (basement), of the community hall.

The fee for this would be \$68.25 which includes gst.

The Interior Health Authority will provide liability insurance.

Approved Community Hall waivers – year to date are \$4087.00.

Please consider this request based on its merit.

Respectfully submitted,

Sue Bepple  
Administrative Assistant

Encl: 1



# Interior Health

October 29, 2015

Mayor and Council  
Village of Chase  
826 Okanagan Avenue  
Chase, BC V0E 1M0

Dear Sir:

RE: Chase Public Health  
Annual Flu Clinics

We would like to request permission to hold our annual flu clinics on November 5<sup>th</sup> and 6<sup>th</sup>, 2015, in the basement of the Chase Community Hall, free of charge. In checking with the Village Office, the space is available for use and is available the afternoon prior in order for us to set up for the two-day clinic.

Thank you in advance for allowing us this flu clinic to take place as planned.

Sincerely,

for

Donna Dube  
Public Health Nurse  
Chase Public Health  
250-679-1418

DD/jp