AGENDA

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, April 23, 2019 at 7:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:
"THAT the April 23, 2019 Village of Chase Regular Council meeting agenda be adopted as presented."

3. ADOPTION OF MINUTES

3.1 Regular Meeting held April 9, 2019 — Pages 1-5

Resolution:
"THAT the minutes of the April 9, 2019 Meeting of Council be adopted as presented."

3.2 Public Hearing held April 9, 2019 — Pages 6-7

Resolution:
"THAT the minutes of the April 9, 2019 Public Hearing be adopted as presented."

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

This opportunity is for members of the gallery to provide input on items on this Agenda

6. DELEGATIONS

1.1 Blaine Wiggins, M.A., Manager, First Responder Program & Indigenous Health Strategy and Transformation, BC Emergency Health Services regarding First Responder Program

1.2 2018 Audited Financial Statements

KPMG will present the 2018 Audited Financial Statements

Once presented, Council will be asked to consider adopting the 2018 Financial Statements – refer to CFO report in 8.1

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe has proclaimed May 25th, 2019 as *Missing Children's Day* and May 2019 as *Missing Children's Month* in the Village of Chase.

8. UNFINISHED BUSINESS

8.1 2018 Audited Financial Statements — Page 8
Report from CFO
Recommendation:
"THAT the Village of Chase 2018 Audited Financial Statements be adopted as presented."

8.2 2019-2023 Financial Plan Bylaw No. 868, 2019 — Pages 9-14
The bylaw has been read three times and can be considered for adoption.
Recommendation:
"THAT the 2019-2023 Financial Plan Bylaw No. 868, 2019 be adopted."

8.3 2019 Tax Rates Bylaw No. 869, 2019 — Pages 15-16
The bylaw has been read three times and can be considered for adoption.
Recommendation:
"THAT the 2019 Tax Rates Bylaw No. 869, 2019 be adopted."

8.4 Village of Chase Active Transportation Plan — Pages 17-96
Tony Adshead, Chair of the Village of Chase Active Transportation Advisory Committee will provide acknowledgements.
Recommendation:
"THAT the *Village of Chase Active Transportation Plan* dated February 2019 be adopted as presented."

8.5 Draft brief to House of Commons Standing Committee of Fisheries and Oceans regarding the stuff of Department of Fisheries and Oceans' National Aquatic Invasive Species (AIS) program. — Page 97

Draft Brief from CAO

A Council resolution for adoption of the brief is requested.

8.6 Chase Christmas Society Hamper — Pages 98-108
Report from the CAO

Council direction is requested.

9. NEW BUSINESS

9.1 Zoning Amendment Bylaw 871-2019 – 609 3rd Avenue — Pages 109-118
Report from the Corporate Officer
Recommendation:
"THAT the Zoning amendment application for 609 3rd Avenue be accepted, and staff be directed to process the application."

Recommendation:
"THAT the Village of Chase Zoning Amendment Bylaw No. 871-2019 be read a first time."

Recommendation:
"THAT the Village of Chase Zoning Amendment Bylaw No. 871-2019 be read a second time."

Recommendation:
"THAT the Village of Chase Zoning Amendment Bylaw No. 871-2019 be submitted to Public Hearing."

9.2 Subdivision and Development Bylaw, Servicing Standards Manual Pages 119-287
Letter from Dave Underwood, TRUE Consulting Ltd.
Recommendation:
"THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given first reading."

Recommendation:
"THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given second reading."

Recommendation:
"THAT Administration be directed to consult with the local development community regarding Bylaw 870-2019."

Recommendation:
"THAT Administration be directed to consult with the local development community regarding the *Development Servicing Standards Manual*."

9.3 Royal Canadian Legion Chase Branch #107-Candle Light Vigil Page 288
Letter requesting road closure Friday May 10, 2019
Recommendation:
"THAT Council approve the road closure on Shuswap Avenue from Pine Street to the Veterans Bridge on May 10, 2019 between 7:00 p.m. and 8:00 p.m. for a short parade from the Community Hall to the Legion."

9.4 Invitation to Mayor and Council – Vimy Ridge Candle Light Vigil Page 289

Mayor and Councillors are invited to participate in the Vimy Ridge Candle Light Vigil parade and ceremony, Friday, May 10, 2019 starting at 7:15 p.m. in front of the Community Hall on Shuswap Avenue.

9.5 Request for Financial Contribution – Working Together Pow-Wow Pages 290-292
Letter from President of Working Together Pow-Wow Society, Chief Judy Wilson, Neskonlith Indian Band and poster for event.

Council contributed the following amounts to the Working Together Pow-Wow from the Grant-In-Aid budget in past years:
2018 - $250
2017 - $250
2016 - $250
2015 - $250

Council direction is requested.

(Note – Council adopted a Grant-In-Aid policy earlier in 2019 which parameters will not be applicable for the 2019 granting year. The policy states that advertisements will be done in October for applications for funding in 2020.
Administration will be communicating the new policy with all grant recipients in 2019 as well as other individuals and groups who may seek funding assistance from Council for 2020.)

9.6 Letter from Cheryl Gallant, MP Renfrew-Nipissing-Pembroke regarding changes to Fisheries Act — Pages 293-294

Council direction is requested.

10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

11. RELEASE OF IN CAMERA ITEMS

12. IN CAMERA

13. ADJOURNMENT

Resolution:
"THAT the April 23, 2019 Village of Chase Regular Council meeting be adjourned."

Minutes of the Regular Meeting of the Council of the Village of Chase held in the Council Chamber of the Village Office at 826 Okanagan Avenue on Monday, April 9, 2019, at 4:00 p.m.

PRESENT: Mayor Rod Crowe
Councillor Alison (Ali) Lauzon
Councillor Ali Maki
Councillor Fred Torbohm
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Clinton Wright, Manager of Public Works
Brian Lauzon, Fire Chief

Public Gallery: 9

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Scott
Seconded by Councillor Maki
"THAT the April 9, 2019 Village of Chase Regular Council agenda be adopted as presented."
CARRIED
2019/04/09_001

3. ADOPTION OF MINUTES

3.1 Special Meeting held March 11, 2019

Moved by Councillor Maki
Seconded by Mayor Crowe
"THAT the minutes of the Special meeting of March 11, 2019 be adopted as presented."
CARRIED
#2019/04/09_002

3.2 Special (Budget) Meeting held March 25, 2019

Moved by Councillor Lauzon
Seconded by Councillor Scott
"THAT the minutes of the Special (Budget) meeting of March 25, 2019 be adopted as presented."
CARRIED
#2019/04/09_003

3.3 Regular Meeting held March 26, 2019

Moved by Councillor Maki
Seconded by Mayor Torbohm
"THAT the minutes of the Regular meeting of March 26, 2019 be adopted as presented."
CARRIED
#2019/04/09_004

Mayor Crowe recessed the meeting at 4:01 to move into a Public Hearing.

4. PUBLIC HEARING

Refer to separate agenda and minutes for the Public Hearing.

Mayor Crowe reconvened the regular meeting at 4:07 p.m.

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Beverley Murphy, of 802 Hysop Road, regarding item 9.6, stated that she is opposed to overnight parking at the Hysop lake access. She is in favour of using the same signage used in Village parks.

6. DELEGATIONS

None

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- March 28 – Attended the Hospital Board meeting in Kamloops
- March 28 - Attended a TNRD Regular Board meeting
- April 9 - Attended a Chase and District Health Foundation meeting

Councillor Lauzon

- March 28 – Attended the Emergency Management BC Spring Hazard workshop in Kamloops
- April 2 – Met with the Lions Club, and the Chase Chamber of Commerce regarding the Easter Eggstravaganza and Chase's 50th Birthday of Incorporation

Councillor Maki

- No report

Councillor Scott

- No report

Councillor Torbohm

- April 8 – Attended a Chase & District Chamber of Commerce meeting
- Ongoing meetings with local businesses and concerned constituents

b) Staff Reports

Manager of Public Works:

- Water main flushing has begun
- Blowers have been upgraded at the sewage effluent ponds to improve operations
- Attended a Waste Water Treatment course in Vernon April 1-5
- Street Sweeping contract is in place but arrival of the sweeper is out of Village's control
- Staff is busy completing spring cleanup such as washing benches and light standards, garbage cans, sidewalks, and medians in preparation for street sweeping
- Parks staff are clearing leaves, aerating, and fertilizing green spaces
- Trees have been purchased from the BC Hydro grant and will be planted at Mill Park, and the skate park
- The cemetery is benefitting from a major spring cleaning

Fire Chief:

- Fire calls: 5
- Rescue calls: 3 including 1 over the bank rope rescue
- 157 Burning Permits have been issued to date
- There are 21 members and 4 junior fire fighters in the department; 2 members on leave
- Attended the Emergency Management BC Spring Hazard workshop in Kamloops
- Have completed 80 LAFC (commercial operations fire inspections) and am obtaining 71% compliance

Reports from the CAO, Corporate Officer, and the CFO were included in the agenda package.

Moved by Councillor Scott
Seconded by Councillor Maki
"THAT the reports from Council members and staff be received for information."

CARRIED
#2019/04/09_005

8. UNFINISHED BUSINESS

8.1 Building Regulations Bylaw 803, Amendment Bylaw No. 866

Moved by Councillor Torbohm
Seconded by Councillor Lauzon
"THAT Village of Chase Building Regulations Amendment Bylaw No. 866, 2019 be adopted."

CARRIED
#2019/04/09_006

8.2 Expense Reimbursement for Council Members

Moved by Councillor Lauzon
Seconded by Councillor Torbohm
"THAT the Expense Reimbursement policy be amended to add the requirement that if approval for attendance and expense reimbursement for the Mayor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Mayor will consult with at least two (2) Councillors and obtain support for such attendance and expense reimbursement."

Moved by Councillor Lauzon
Seconded by Councillor Torbohm
"THAT the motion be amended to add that if approval for attendance and expense reimbursement for a Councillor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Councillor will consult with the Mayor and obtain support for attendance and reimbursement."

The vote was called on the amending motion and it was **CARRIED**
#2019/04/09_007

The vote was called on the main motion as amended and it was **CARRIED**
#2019/04/09_008

9. NEW BUSINESS

9.1 2019 to 2023 Financial Plan - Bylaw 868-2019

Moved by Councillor Maki
Seconded by Councillor Scott
"THAT the Village of Chase 2019-2023 Five Year Financial Plan Bylaw No. 868, 2019 be read a first time." **CARRIED**
#2019/04/09_009

Moved by Councillor Scott
Seconded by Mayor Crowe
"THAT the Village of Chase 2019-2023 Five Year Financial Plan Bylaw No. 868, 2019 be read a second time."." **CARRIED**
#2019/04/09_010

9.2 2019 Tax Rate Bylaw

Moved by Councillor Scott
Seconded by Councillor Maki
"THAT Council approve the 2019 municipal tax rate remain at the levels established in 2018 for all classes." **CARRIED**
#2019/04/09_011

9.3 Proposed Special Meeting in April for Budget Bylaws

Moved by Councillor Lauzon
Seconded by Mayor Crowe
"THAT Council hold a Special Budget meeting Tuesday, April 16, 2019 starting at 4:00 p.m. to consider 3rd reading of the 2019-2023 Financial Plan Bylaw, and 1st, 2nd and 3rd readings of the 2019 Tax Rates Bylaw." **CARRIED**
#2019/04/09_012

Councillor Lauzon gave Mayor Crowe notice that she will participate electronically at the April 16, 2019 Special Budget meeting.

9.4 Sanitary Sewer Regulations

Moved by Councillor Maki
Seconded by Councillor Scott
"THAT the identified unconnected properties along Aylmer Road and Paquette Road be added to the sewer utility accounts, and incur sewer billing as of March 15, 2019; AND,

THAT the identified unconnected properties along Aylmer Road and Paquette Road be invoiced for their sewer service connection." **ALL OPPOSED**
DEFEATED
#2019/04/09_013

Moved by Councillor Scott
Seconded by Mayor Crowe
"THAT the matter of sewer connections for properties currently unconnected that have sewer mains adjacent to their properties be referred to Administration to research how some other jurisdictions handle mandatory sewer hookups when properties are served by septic, and return that information to Council along with various options to consider." **CARRIED**
#2019/04/09_014

9.5 Audio and Video Recording of Council Meetings
Moved by Councillor Torbohm
Seconded by Mayor Crowe
"THAT Council not proceed at this time with audio/video recordings of Council meetings due to system costs." **CARRIED**
#2019/04/09_015

9.6 Water Access off Hysop Road and Arbutus Place, Use and Signage
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT the parks Regulation Bylaw be updated to include both Hysop Road beach access and Arbutus Place beach access under the definition of 'parkland'; AND,

THAT the signage at both Hysop Road beach access and Arbutus Place beach access be consistent with all other 'parkland' signage." **CARRIED**
#2019/04/09_016

9.7 National Aquatic Invasive Species Program
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT Administration draft an 'input' brief for the upcoming parliamentary study on Fisheries and Ocean's national aquatic invasive species program for Council's consideration." **CARRIED**
#2019/04/09_017

10. RELEASE OF IN-CAMERA ITEMS
None

11. IN CAMERA
None

12. ADJOURNMENT
Moved by Councillor Torbohm
Seconded by Councillor Lauzon
"THAT the April 9, 2019 Village of Chase Regular Council meeting be adjourned."
CARRIED
#2019/04/09_018

The meeting concluded at 5:24 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

VILLAGE OF CHASE
MINUTES OF PUBLIC HEARING

Held on April 9, 2019 at 4:01 p.m. in the Chase Village Council Chambers, 826 Okanagan Avenue, Chase, BC

PRESENT: Mayor Rod Crowe
Councillor Alison Lauzon
Councillor Ali Maki
Councillor Steve Scott
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Brian Lauzon, Fire Chief
Public Gallery: 8

I. Call to Order

Chair Crowe called to order the Public Hearing regarding "Village of Chase Zoning Amendment Bylaw No. 867-2019" at 4:01 p.m.

II. Opening Statement on Zoning Amendment Bylaw No. 867 – 2019

Chair Crowe read the opening statement for the Public Hearing noting that all persons present who believe their interest in property is affected by the proposed bylaw shall be given an opportunity to be heard or present written submissions.

III. Introduction of Bylaw

Chair Crowe asked the Corporate Officer to introduce the bylaw.

The Corporate Officer introduced the bylaw and noted:

- The subject property is designated '*General Residential*' in the Official Community Plan Bylaw (OCP) 635-2002
- The proposed land use designation for this property is R-3, High Density Residential which is consistent with the OCP
- The purpose is to allow for a multi-family residential development project
- This high density 'infill' project meets council's objectives in the OCP
- The project will add more multi-family housing options including affordable housing

IV. Public Input

The Corporate Officer confirmed that all statutory public notifications occurred and that there was one written submission received in relation to the proposed bylaw amendment. That written submission is included in the public hearing agenda documents.

Chair Crowe called a first time for public input. None was forthcoming.

Chair Crowe called a second time for public input. None was forthcoming.

Chair Crowe called a third and final time for public input. None was forthcoming. Hearing no further input, Chair Crowe called for a motion to close the input opportunity and adjourn the public hearing for Village of Chase Zoning Amendment Bylaw No. 867-2019.

V. Adjournment

Moved by Councillor Scott
Seconded by Councillor Lauzon
"THAT the input opportunity to hear from affected persons regarding Village of Chase Zoning Amendment Bylaw No. 867-2019 be closed; AND,

THAT the Public Hearing be adjourned." **CARRIED**

The Public Hearing was concluded at 4:06 p.m.

These minutes were adopted by a resolution of Council this day of , 2019.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

VILLAGE OF CHASE
Administrative Report

TO: Mayor and Council

FROM: Joanne Molnar, CFO

DATE: April 18, 2019

RE: 2018 Financial Statements

ISSUE/PURPOSE

To seek Council approval to adopt the Village of Chase 2018 Audited Financial Statements

OPTIONS

1. That Council adopt the 2018 Financial Statements as presented

2. That Council provide direction regarding any changes that may be required to the financial statements as presented.

HISTORY/BACKGROUND

Section 167 of the Community Charter outlines the legislation governing municipal financial statements. By May 15th in each year, a municipality, must submit to the inspector its audited financial statements for the preceding year and complete the Local Government Information System Financial Data reporting.

DISCUSSION

The adoption of the 2018 Financial Statement, finalizes all transactions, occurrences, and procedures relevant to 2018 accounting year.

FINANCIAL IMPLICATIONS

This is the last procedure required to finalize the 2018 Financial Statements completion.

POLICY IMPLICATIONS

Adoption of the 2018 Financial Statements closes out the 2018 financial year.

RECOMMENDATION

"THAT the Village of Chase 2018 Audited Financial Statements be adopted as presented."

Respectfully submitted,

Approved for Council Consideration by CAO

VILLAGE OF CHASE
BYLAW NO. 868

A Bylaw to Adopt the Village of Chase 2019 to 2023 Financial Plan

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WHEREAS the Community Charter requires that municipalities must establish a Five Year financial plan that is adopted annually by bylaw;

NOW THEREFORE the Council of the Village of Chase, in the Province of British Columbia, in an open meeting assembled enacts as follows:

1. Schedule "A", Village of Chase 2019 to 2023 Financial Plan and Schedule "B" Statement of Objectives and Policies, attached hereto, shall form part of this Bylaw and are hereby adopted as the Five Year Financial Plan for the Village of Chase for the years 2019 to 2023 inclusive.

2. This Bylaw may be cited as "Village of Chase 2019 to 2023 Five Year Financial Plan Bylaw No. 868 ".

READ A FIRST TIME THIS	**9th**	DAY OF	**APRIL, 2019**
READ A SECOND TIME THIS	**9th**	DAY OF	**APRIL, 2019**
READ A THIRD TIME THIS	**16th**	DAY OF	**APRIL, 2019**
ADOPTED THIS		DAY OF	, 2019

Mayor, R. Crowe

Corporate Officer, S. O'Flaherty

VILLAGE OF CHASE
Bylaw No. 868 - Schedule "A"
2019 to 2023 Financial Plan

	2019	2020	2021	2022	2023
Revenues					
Property Taxes	(1,940,176)	(1,962,000)	(1,980,000)	(1,990,000)	(2,000,000)
Payments in Lieu of Taxes	(15,228)	(15,250)	(15,300)	(15,450)	(15,450)
Utility Tax & Franchise Fees	(63,980)	(65,000)	(67,000)	(67,000)	(67,000)
Interest and Penalties on taxes	(27,500)	(27,500)	(26,300)	(25,800)	(23,100)
Collection of taxes for Other Governments	(1,711,150)	(1,744,650)	(1,778,655)	(1,813,455)	(1,813,455)
Grants	(776,219)	(592,950)	(600,646)	(600,746)	(608,551)
Fees					
Other Revenue Own Sources	(140,750)	(141,950)	(135,350)	(136,050)	(137,550)
Water utility	(500,300)	(522,800)	(587,800)	(612,800)	(662,500)
Sewer utility	(388,350)	(382,100)	(387,100)	(390,100)	(390,100)
Solid Wast Management	(236,600)	(236,600)	(236,600)	(236,600)	(236,600)
Other Revenues	0	0	0	0	0
Disposal of Tangible Capital Assets	(7,500)	(5,000)	(2,000)	0	0
DCC	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Disposal of Lands	0	0	0	0	0
Deferred Revenue	(10,000)	0	0	0	0
Gas Tax Reserve	(70,000)	0	0	0	0
Conditional Project Grants	(1,656,905)	(5,000)	0	0	0
Transfers from Reserves					
General	0	0	(300,000)	0	0
Water utility	0	0	0	0	0
Sewer utility	0	0	0	0	0
Transfers from Surplus Debt	(251,150)	(163,650)	(163,650)	(145,150)	(145,150)
Transfers from Surplus for Capital					0
General	(462,350)	(420,000)	(243,446)	(450,000)	(250,000)
Solid Waste	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
Water utility	(10,000)	(10,000)	0	0	0
Sewer utility	(15,000)	(50,000)	0	0	0
Proceeds from Borrowing	0	0	0	0	0
Total Revenues	(8,385,158)	(6,388,480)	(6,825,847)	(6,525,151)	(6,391,486)
Expenditures					
Payment of taxes to Other Governments	1,711,150	1,744,650	1,778,655	1,813,455	1,813,455
Grants in aid	31,000	31,000	31,000	31,000	31,000
Legislative services	85,600	83,800	85,300	86,750	90,100
Corporate services	820,930	823,430	830,400	858,300	851,800
Municipal Enforcement	29,300	29,300	30,300	30,300	30,300
Fire service	219,200	234,100	240,700	239,850	239,850
Rescue service	31,750	28,650	29,150	30,250	30,350
Planning	12,500	7,500	7,500	6,000	6,000
Economic Development	66,925	66,525	62,775	62,600	63,850
Public Works Admin	449,700	456,175	439,750	444,950	449,050
Fleet	89,050	91,200	90,900	91,300	92,100
Transportation-Rds & Drain	270,350	265,050	264,250	265,250	267,500
Parks	185,200	185,800	189,200	193,600	196,600
Cemetery	19,290	19,790	20,540	21,040	21,065
Recreation Facilities	401,200	405,000	406,000	406,650	406,700
Water	611,675	611,650	615,225	617,650	620,025
Sewer	333,075	335,550	341,400	341,500	343,925
Solid Waste	213,400	214,850	216,290	218,100	218,100
Leases	0	70,000	70,000	70,000	70,000
Capital Expenditures					
General	1,874,255	40,000	315,000	215,000	15,000
Water	10,000	10,000	0	0	0
Sewer	25,000	50,000	0	0	0
Arena Debt Payment	87,500	0	0	0	0
CP Rail Debt Repayment	18,500	18,500	18,500	0	0
Interest on Debt Repayment	85,600	99,100	99,100	99,100	99,100
Debt Repayment	59,550	59,550	59,550	59,550	59,550
DCC	2,000	2,000	2,000	2,000	2,000
Transfers to Land Reserves	0	0	0	0	0
Transfer Gas Tax Reserve	316,719	151,350	158,446	158,446	165,751
Transfers to Reserves					
General	150,000	150,000	0	0	0
Solid Waste	40,000	40,000	40,000	40,000	40,000
Water	0	0	0	0	0
Sewer	0	0	0	0	0
Total Expenditures	8,250,419	6,324,520	6,441,931	6,402,641	6,228,171
Total Annual Cash (Surplus)/Deficit	(74,739)	(61,930)	(123,916)	(122,510)	(168,285)
Transfer to/(from)-Surplus	74,739	61,930	123,916	122,510	168,285
Financial Plan Balance (will be $0)	0	0	0	0	0

Village of Chase
Bylaw No. 868
2019 to 2023 Financial Plan
Schedule "B" – Statement of Objectives and Policies

In accordance with Section 165(3.1) of the *Community Charter,* the Five Year Financial Plan must include objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from the following funding sources described in Section 165(7) of the *Community Charter*:

   (a) revenue from property value taxes;
   (b) revenue from parcel taxes;
   (c) revenue from fees;
   (d) revenue from other sources;
   (e) proceeds from borrowing.

2. The distribution of property taxes among the property classes, and

3. The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2019.

Table 1 – 2019 Revenue Sources

Revenue Source	Amount	Percentage of Total
Municipal taxes	$1,940,176	23.30%
Other Taxes	1,817,858	21.84%
Fees	1,125,250	13.52%
Grants	2,433,124	29.23%
Other Sources	230,250	2.77%
Transfers	778,500	9.35%
Borrowing	0	0.00%
Total	**$8,325,158**	**100.00%**

Municipal property taxation, generally the largest revenue source, offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as maintenance of streets, sidewalks, parks, general administration, fire protection, bylaw enforcement, and snow removal.

Other taxes are taxes collected on behalf of other authorities, which are then remitted to the corresponding taxing authority. Franchise fees and payments in lieu of taxes and interest and penalties collected on outstanding property taxes are also included as other taxes.

Fees are user fees and charges which fund specific service including water, sewer and solid waste collection.

The major contributions to the Grant funding are the Small Community Grant and Community Works Fund. There are several other federal, provincial and regional sources which support Village initiatives.

For 2019, the Village of Chase has applied for a significant amount of additional grant funding for several major Capital projects, which shall only be undertaken if the grant funding applications are successful.

Other Sources include revenues collected from the use and rental of Village assets; investment interest and disposition of capital assets.

Transfers consist of revenues transferred from reserve or surplus funds.

Policies and Objectives

Property Taxes: The objective is to balance the budget each year and maintain a reasonable tax burden. That the Village shall strive to implement stable, fair and representative tax rates for all property classes, while seeking funding sources and opportunities to offset tax collection requirements.

Parcel Taxes: The Village of Chase no longer collects parcel taxes within the municipality.

Fees: The Village shall strive to ensure the fees charged for water, sanitary sewer and solid waste services be on a cost recovery basis. The Village shall review and revise the user fees to ensure they are meeting the capital and operational costs of the services for which they are collected.

Other Sources: The objective is to maximize other revenue sources including, grant funding from higher levels of government, to reduce the taxation burden and provide support to Council priorities and directives.

Borrowing: The objective is to identify the borrowing needs in advance and ensure the funding option supports the objectives noted above.

DISTRIBUTION OF PROPERTY TAX RATES

Table 2 outlines the distribution of property tax rates among the property classes.

Table 2 - Distribution of Municipal Property Taxes

Property Classification	% of Total Property Taxation	Value
Residential (1)	76.73%	$1,488,693
Utilities (2)	1.56%	30,210
Major Industry (4)	6.98%	135,385
Business and Other (6)	14.60%	283,296
Recreation / Non-Profit (8)	0.06%	1,166
Farm (9)	0.07%	1,425
Total All Sources	**100.00%**	**1,940,175**

The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest proportion of the assessment base and consumes the majority of Village services.

Municipalities generally charge a higher rate of tax to business and industry based on the theory that they proportionately consume a greater portion of the Village services.

Our only "Major Industry" class, Adams Lake Lumber, is a special situation as the Letters Patent by which their property was incorporated into the Village of Chase requires that the tax rate to be used is set by the provincial "Taxation (Rural Area) Act Regulation". The "Utility" class is also determined by the province under that same regulation and we are already using the maximum tax rate allowed and therefore it cannot change.

Policies and Objectives

- The Village shall continue to maintain and encourage economic development initiatives designed to attract more retail, commercial and industrial businesses to invest in the community to create employment.

- The Village shall continue to seek opportunities to increase densification and development to increase the tax base and provide additional housing.

- The Village shall regularly review the property tax rates and revenue distribution to maintain proportional consistency within the property classes.

PERMISSIVE TAX EXEMPTIONS

The Village has adopted a Permissive Tax Exemption policy which outlines the goals and objectives and provides guidelines for the administration and approval of permissive tax exemptions.

Objectives and Policies: The Village will consider additional permissive tax exemptions as allowed under the Community Charter. Council shall review the permissive tax exemptions being granted, in keeping with the policy, to ensure fair access, consistent standards and appropriate allocations are implemented.

Goal of Council

The goal of Council is to improve the financial health of the Village of Chase, while maintaining the current service levels and protecting the health and sustainability of the community infrastructure. In keeping with the obligations under the Gas Tax Community Works Fund Agreement, the Village will continue to develop and implement asset management planning in 2019. The municipality will continue to seek funding opportunities for infrastructure assessments, evaluations and reviews to be utilized in the development of an Infrastructure Master Plan which shall outline the need and priorities necessary for the protection and sustainability of the Village's infrastructure.
The Village shall continue to seek grant funding opportunities for all projects related to infrastructure sustainability, community health and safety and ongoing community development.

VILLAGE OF CHASE

Bylaw No. 869, 2019

To establish 2019 Property Taxation Rates for Municipal, Regional District and Regional Hospital District Purposes

---

WHEREAS the Community Charter requires that a council must, by bylaw, impose property value taxes for the year by establishing tax rates for:

a) The municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan; and

b) The amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body,

NOW THEREFORE the Council of the Village of Chase, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2019:

   a) For general purposes of the municipality on the value of land and improvements taxable for general municipal purposes, the rates appearing in Column A of Schedule "A" attached to and forming part of this Bylaw shall apply.

   b) For regional district purposes on the value of land and improvements taxable for regional district purposes, rates appearing in Column B of Schedule "A", attached to and forming part of this Bylaw shall apply.

   c) For hospital purposes on the value of land and improvements taxable for hospital purposes, rates appearing in Column C of Schedule "A", attached to and forming part of this Bylaw shall apply.

2. The minimum amount of taxation upon a parcel of real property shall be One Dollar ($1.00).

3. This Bylaw may be cited as "Village of Chase 2019 Tax Rates Bylaw No. 869 ".

READ A FIRST TIME THIS 16th DAY OF April, 2019

READ A SECOND TIME THIS 16th DAY OF April, 2019

READ A THIRD TIME THIS 16th DAY OF April, 2019

ADOPTED THIS DAY OF

Mayor, R. Crowe

Corporate Officer, S. O'Flaherty

VILLAGE OF CHASE

Bylaw No. 869, 2019
Schedule "A"

2019 Property Taxation Rates
For Municipal, Regional District and Regional Hospital District purposes.

Tax Rates (dollars of tax per $1,000 of taxable value)

		Column A	Column B	Column C
PROPERTY CLASS	**Class Number**	**GENERAL MUNICIPAL**	**REGIONAL DISTRICT**	**REGIONAL HOSPITAL**
Residential	1	4.4181	0.9784	0.4618
Utilities	2	40.0000	3.4244	1.6163
Major Industry	4	6.5100	3.3266	1.5701
Business and Other	6	11.4871	2.3971	1.1314
Recreation/Non-Profit	8	9.7198	0.9784	0.4618
Farm	9	16.7888	0.9784	0.4618

SUPPLEMENTARY LETTERS PATENT, February 24th, 2005, CLASS 4 (MAJOR INDUSTRY) MUNICIPAL AND REGIONAL DISTRICT TAX RATE LIMITATIONS

The municipality shall, in the area newly included within the municipality by these Supplementary Letters Patent, levy a tax rate pursuant to section 359(1) of the Local Government Act, on property class 4 (Major Industry) prescribed by the Lieutenant Governor in Council under section 26 of the Assessment Act, except that the tax rate shall not exceed the sum of:

A:) the tax rate for the prevailing taxation year set pursuant to the Taxation (Rural Area) Act for property Class 4 (Major Industry); and

B:) the tax rate for the prevailing year for property Class 4 (Major Industry) set by the Surveyor of Taxes for the purpose of recovering the costs of services of the regional district for which the service area includes all of Electoral Area P as the sole participating area or in combination with one or more other electoral participating areas.

Village of Chase

Active Transportation Plan

February 2019

alta
PLANNING + DESIGN

VILLAGE OF CHASE B.C.
ACTIVE TRANSPORTATION PLAN

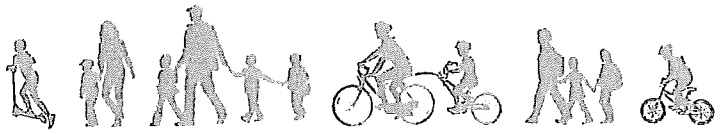


Table of Contents

Acknowledgements

This project could not have been completed without the Secwepemc Nation's generosity and hospitality while we live, learn, and work in their territory.

Ezra Lipton, Alta Planning + Design, Lead Consultant

Sean O'Flaherty, Village of Chase, Project Manager

Village of Chase Active Transportation Advisory Committee (VOCATAC)

Tony Adshead, Chairperson

Rick Berrigan, Council Liaison

Anne Grube

Paul Matheson

Sandra Miller

Terri Mindel

Bruce Nelson

Shirley Papiz

Dianne Tarry

Fred Torbohm

Anita Ely, Interior Health

Phil McIntyre-Paul, Shuswap Trails Alliance

Adams Lake Indian Band

Chase and District Health Services Foundation

Ministry of Transportation and Infrastructure

Neskonlith Indian Band

Village of Chase Council

The community of Chase

Executive Summary

The vision of the Chase Active Transportation Plan (ATP) is to, "create safe and enjoyable networks for active transportation." While Chase has considered active transportation in the past, this plan represents the first-time walking and cycling are being considered holistically and planned for intentionally. The project, is funded from BC Healthy Communities and the BC Ministry of Community, Sport and Cultural Development. The intended outcome of this plan to build facilities and run programs that improve community access to walking and cycling, benefiting the health and well-being of residents. This plan provides a framework that the community can use to build a more active Chase.

The plan includes over 50 infrastructure projects throughout the Village. The projects range from closing gaps in the sidewalk network to building trails along Chase Creek with new bridges. Proposed projects will make walking and cycling around Chase a more convenient and attractive experience. The projects will provide a legacy that will continue to make Chase a great place to live and visit.

Months of public engagement, field work, and analysis have contributed to this plan. Stakeholders were involved in many ways throughout the process, from supporting the inventory of existing conditions, to identifying opportunities and constraints, and evaluating plan priorities. The plan includes the following chapters:

Chapter 1. Plan Background – describes the scope and vision, goals, and objectives of the plan.

Chapter 2. Community Background – provides context about the Village, including how other Village plans relate to this plan, and regional plans.

Chapter 3. Activating the Community – describes how the public and stakeholders were involved in the development of the plan.

Why a plan that specifically focuses on active transportation?

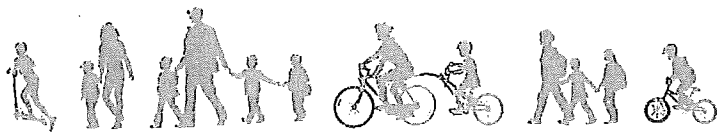
- Active transportation is accessible – there are no age requirements or significant costs to use active transportation as a way to get around
- Active transportation is good for one's health – by providing opportunities for people to move through a community using active modes, a person is getting exercise and helping to improve the overall health of a community
- Active transportation is good for community – people have more opportunity to connect and interact with other community members when they are walking and biking around their community. This increases social inclusion and offsets social isolation relating to the WHO determinants of health
- Active transportation is good for the environment – by taking active transportation modes, people in Chase are reducing their dependence on fossil fuels

Chapter 4. Developing a Network – outlines the existing conditions inventory and the analysis that was undertaken to identify where there are needs and opportunities to provide active transportation facilities.

Chapter 5. Plan Recommendations – includes descriptions of the types of active transportation facilities being recommended in the plan. The chapter also presents the proposed network and implementation priorities, preliminary concept design of three proposed projects, as well as infrastructure, program, policy, and funding recommendations that will leverage the investment in the network.

Next Steps - The next steps after adopting this plan are to continue to pursue funding for the implementation of short-term projects and pursue the implementation of priority recommendations including improving one-side shoulder treatments, adopting a 30 km/h speed limit in the downtown area, and initiating an Active and Safe Routes to Schools program.

The active transportation plan is an official policy document of the Village of Chase to guide the planning and implementation of facilities and initiatives that will enable and encourage more walking and cycling trips by more residents and visitors to Chase. The plan includes maps for reference to communicate the proposed network. This plan should be referenced during budget setting, road construction, and property development to identify opportunities to implement projects. The plan should be updated periodically to account for changes in the Village over time.



Chapter 1. Plan Background

What is an Active Transportation Plan

Active transportation includes human powered modes of transportation, most commonly walking and cycling. An active transportation plan identifies priorities and provides recommendations to develop a community's walking and cycling network. Recommendations can also address policies and programs to help build the network and to encourage and enhance the experience of people using active transportation modes. A plan is needed in order to guide decisions in the Village. It also helps position the community to obtain funding from other levels of government.

Why create a plan that specifically focuses on active transportation?

- Accessibility and Mobility Benefits – there are no age requirements or significant costs to use active transportation as a way to get around
- Health and Safety Benefits – by providing opportunities for people to move through a community using active modes, a person is getting exercise and helping to improve the overall health of a community
- Community and Economic Benefits – people have more opportunity to connect and interact with other community members when they are walking and biking around their community. They are also more likely to stop and shop locally, more regularly.
- Environmental Benefits – by taking active transportation modes, people in Chase are reducing their dependence on fossil fuels

The Village of Chase received funding from the BC Healthy Communities, Active Communities Grant and the BC Ministry of Community, Sport and Cultural Development, Infrastructure Planning Grant to complete this plan. The funding is intended to be a catalyst for improving active transportation in Chase.

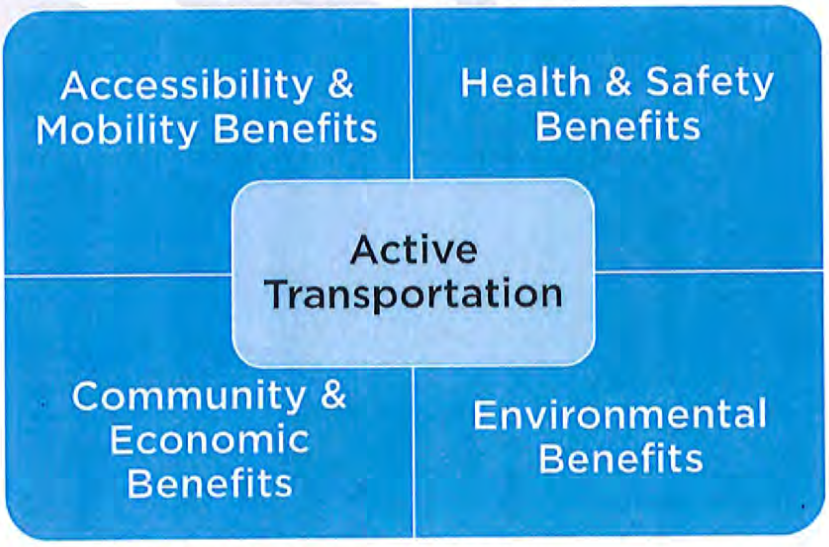


Figure 1.1. Benefits related to active transportation.

Vision and Objectives

A plan's vision statement describes the philosophy being adopted by a community to guide positive change and provides a summary of a plan's purpose and aspirations. The Village of Chase Active Transportation Advisory Committee (VOCATAC) developed the vision statement at the onset of the planning process:

> *"The Village of Chase will create a safe and enjoyable network for walking, cycling or any form of physical activity by providing convenient connections, supportive policies and programs that improve health and community well-being and happiness."*

Plan objectives reflect the vision statement by providing more specific actionable ideas or direction to enact the plan vision. Evaluating the objectives helps monitor plan progress over time. For example, ongoing evaluation could identify objectives that might need additional attention.

Objective 1.

Increase in number and frequency of residents walking or cycling in Chase.

Monitored through:

- Statistics Canada through the national census, tracks the number of residents that use walking or cycling as their primary commuting to work option
- Use manual counting or automated means to regularly count walking and riding bicycles at key high traffic locations within Chase

Objective 2.

Increase the number of walking and cycling connections in Chase.

Monitored through:

- Maintain inventory of existing facilities
- Track investment in pedestrian and cycling facilities
- Monitor extent of new facilities constructed

Objective 3.

Reduce the number of collisions that involve cyclists or pedestrians in Chase.

Monitored through:

- Use Insurance Corporation of British Columbia (ICBC) collision data and identify a target, with the goal to eliminate collisions involving pedestrians and cyclists.

Objective 4.

Increase the awareness of active transportation for recreational and everyday trips. Examples of everyday trips include traveling to work or school, buying groceries, or visiting friends.

Monitored through:

- Inventory of existing walking/cycling programs (i.e., initiatives that promote, engage, and/or educate people on active transportation) in Chase and by tracking annual investment in new and existing programs
- Regularly track residents' awareness of active transportation options and their willingness to consider them for recreation and utilitarian trips

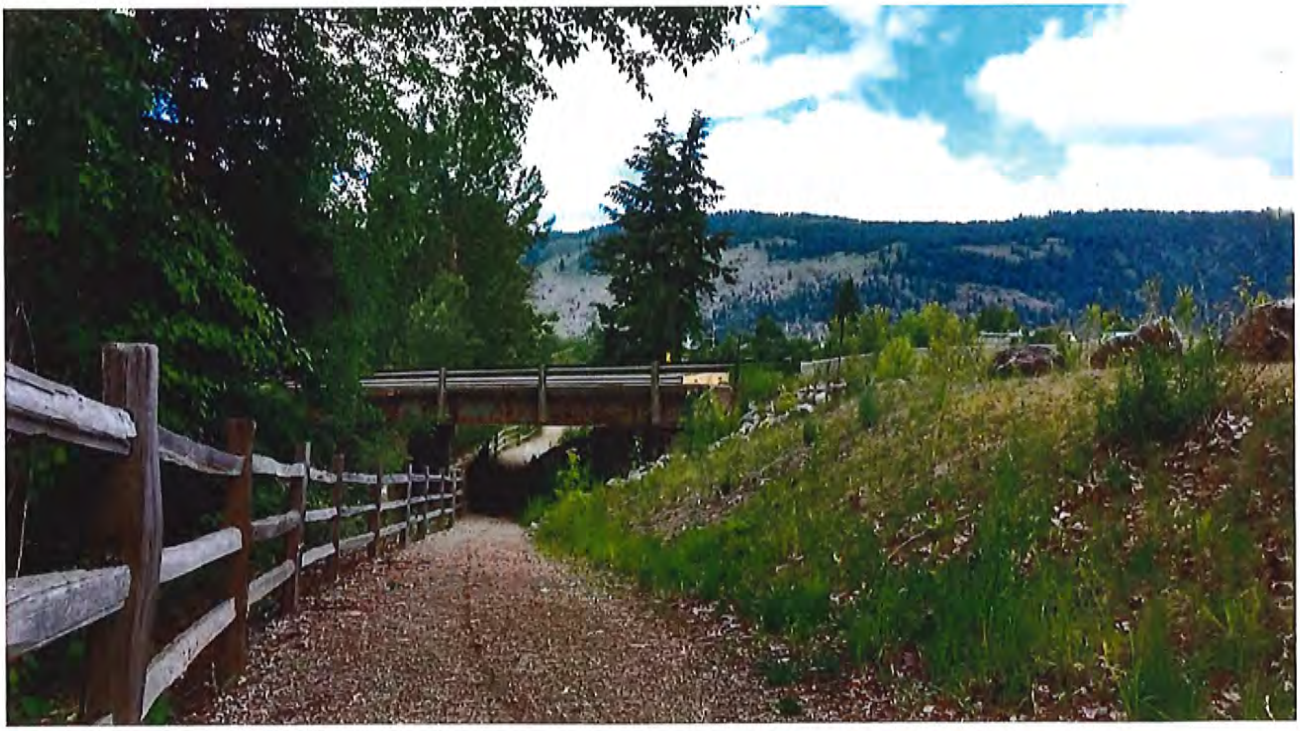


Figure 1.2. The existing shared use trail to Chase Creek Falls passes under the Trans-Canada Highway.

Chapter 2. Community Background

Village Context

Successful active transportation plans are context-sensitive; they respond to local characteristics, assets, and challenges. Therefore, this plan begins with an understanding of key characteristics related to the Village of Chase. The project team used these characteristics as a starting point for creating a plan that serves residents.

General Characteristics

The Village of Chase is located at the outlet of Little Shuswap Lake, where it flows into the South Thompson River, and lined to the east by Scatchard Mountain. Chase Creek flows from Scatchard Mountain, through the Village and into the South Thompson River. The Trans-Canada Highway is at the east end of Chase between the Village and Scatchard Mountain. Selected Village characteristics include:

Figure 2.1. North end of the Village on Little Shuswap Lake.

- Land area: 3.77 km^2
- Population: 2,286 people (Statistics Canada, 2016)
- Regional District: Thompson-Nicola Regional District (TNRD)
- Regional Destination: Among other regional destinations, Chase is the western gateway to the Shuswap Lake system, a well-loved destination for tourists and residents

Demographics

The current age demographic of Chase is older than the BC average, with 37% of the population age 65 years or older. Over 12% of Chase's population is of aboriginal identity. Across the river from Chase is the Adams Lake First Nations Reserve. South of Chase is the Neskonlith First Nations Reserve. Both communities are part of the Secwepemc Nation.

It is expected that the population of Chase will grow in the coming years with proposed residential development projects in the Village. Providing a variety of transportation options is important for growing communities. Encouraging residents to walk and bike for trips can help prevent congestion and lessen the need for parking caused by motor vehicle usage.

Active Transportation Usage

The percentage of the population in Chase that walk and cycle to work is higher than the BC average, at 14.6% and 4.9% respectively (Statistics Canada, 2011). For many people, walking or cycling to work may not be feasible. There are no available statistics for how people get around the community for other purposes such as social, shopping, and recreational. More information about the demographics and statistic pertaining to determinants of health were reviewed, and are available in the *BC Community Health Profile – Chase* (2014) by Provincial Health Services Authority. Figure 2.2 compares ways that Chase residents commute to work.

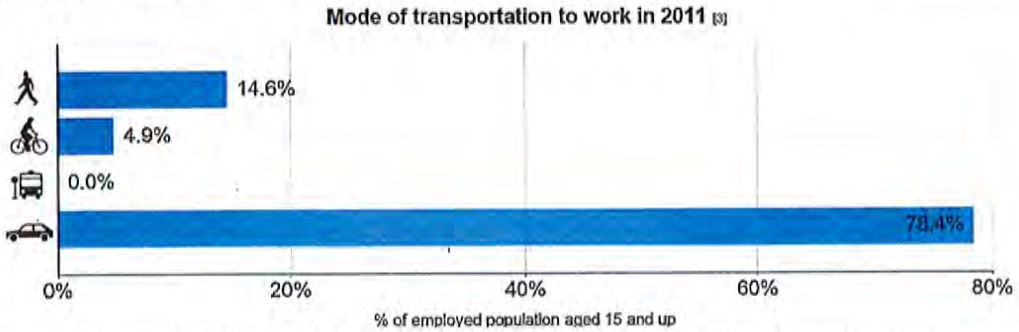


Figure 2.2. Graph showing how people in Chase get to work (Provincial Health Services Authority, 2014).

Previous Plan Review

A review of previously completed plans revealed local and regional recommendations for improving active transportation in the region. This section identifies key findings from the review.

Community Plans

The Official Community Plan (OCP) (2002) provides the policy framework for planning decisions made by council. The OCP makes reference to active transportation through tourism and economic development opportunities. Active transportation is described as a component of an efficient transportation system. The plan specifically references the need to develop infrastructure for active modes of transportation and to encourage transportation and recreation-based trips.

The Annual Strategic Plans, Priorities and Measures (2017) report identified that engaging youth, developing tourism, and developing a wayfinding signage system that incorporates Secwempemc information are all priorities for the Village. The development of an active transportation plan is a key step before the creation of a wayfinding signage system for Chase. A future wayfinding signage system in Chase should guide people using active transportation, due to the walkable scale of the Village. Defining the active transportation network in this plan will position the Village to develop a wayfinding signage system along well-traveled facilities. Appendix A shows the existing conditions of signage in Chase, and presents best practices for wayfinding signage design and placement.

Figure 2.3. A golf cart on Aylmer Road.

The Neighbourhood Golf Cart Bylaw (2017) permits golf carts on local roads and approved highways. The golf carts must include equipment requirements such as signal lights, brakes, and a horn. They

cannot have a motor capable of propelling the cart faster than 32km/h on a paved, level surface. The golf carts are not permitted to share facilities with pedestrians or cycling, as they are legally defined as motor vehicles.

Regional Plans

The Thompson-Nicola Regional District (TNRD) Regional Growth Strategy By-law 2049 (2013) encourages compact community design to save transportation and energy costs. The by-law also recognizes how planning for compact community design will provide more opportunities for people to walk, cycle, and use other forms of active transportation.

The Shuswap Regional Trails Strategy (2016) is an ongoing framework and initiative of the Shuswap Trail Alliance and Shuswap Regional Trails Roundtable to develop trails throughout the Shuswap region. The trails strategy outlines a vision and plan to create a unified network of trails throughout the Shuswap watershed region in collaboration with First Nations, governments, businesses and community stewardship organizations.

Ongoing Regional Project

The BC Ministry of Transportation and Infrastructure (MoTI) is undertaking the Highway 1 Four-Laning (2019-2021) project at the time of this plan's development. This project will have a significant impact on Chase. In collaboration with the Village committee dedicated to the highway project, a number of recommendations relating to active transportation were submitted to MoTI including the upgrading of existing pedestrian connections including a shared use path to Neskonlith Band Reserve 2, and widening of the Chase Creek bridge to accommodate pedestrians. The project includes planned construction of new trails and pathway connections between the Mount Scatchard switchback trail, Chase Falls, and the Village.

Figure 2.4. Transport trucks on the Trans-Canada Highway at Coburn Street.

Chapter 3. Activating the Community

Community input was sought throughout the development of this plan, using a variety of formats. Community engagement was structured to hear from as many residents as possible. Members of the public and other stakeholders were engaged through the following methods:

- Four Active Transportation Committee (VOCATAC) meetings
- Three stakeholder workshops
- 4 public drop-in meetings
- 3 tabling sessions at community events
- An online and paper survey with nearly 200 responses
- A project website
- Social media posts and newspaper advertisements

Figure 3.1 shows a timeline of community engagement. Further details about engagement tools and their findings are included in the following sections.

Figure 3.1. Timeline of engagement activities.

In-person Engagement Opportunities

In-person engagement opportunities were structured as a series of meetings for residents and other stakeholders to gather and share their ideas and questions about the plan. In-person engagement included organizing a project Advisory Committee (VOCATAC) to provide insight about the plan's development, public drop-in meetings, and workshops with stakeholders such as First Nations and public agency representatives.

Active Transportation Committee (VOCATAC)

The Village of Chase Active Transportation Advisory Committee (VOCATAC), is a volunteer committee comprised of members of the public. The committee was formed in anticipation of this plan, with the purpose of identifying active transportation issues, assessing the existing active transportation network, and participating in public engagement as ambassadors to assist with plan development. It is recommended that VOCATAC continue to meet on an ongoing basis to support the implementation of the plan.

The committee is comprised of up to eight voting members that represent different perspectives relating to active transportation. Two non-voting members on the committee are a member of the Village of Chase Council and a Village of Chase staff member. They include:

- Two pedestrian mobility advocates
- One cycling mobility advocate
- One with expertise on physical accessibility issues
- One advocate on senior's mobility issues
- One advocate for nature trails
- Up to two additional members to advocate for community in general
- One council member to serve as non-voting liaison to the committee
- Project manager of Active Transportation Plan as non-voting member

Figure 3.2. VOCATAC members identifying existing issues during their first meeting.

At the first meeting, VOCTAC members agreed that they would commit to increase their involvement in the plan. This allowed the group to make many meaningful contributions to the plan's existing conditions and recommendation sections. The committee had a total of four meetings during the process of developing this plan.

Map 1 shows VOCATAC's comments during the initial stages of the planning process. They were asked to identify where they felt improvements could be made throughout the Village to support people walking and cycling.

MAP 1. VOCATAC COMMENTS

VILLAGE OF CHASE ACTIVE TRANSPORTATION PLAN

1. Trail from Alymer to golf course
2. Sidewalk on Cottonwood for school
3. Bridge over creek and path
4. Access to hiking trails
5. Old school site - meeting place
6. Bicycle lanes on 2nd Ave to Park
7. Railway crossing at Arbutus
8. Upgrade path along Chase Creek
9. New developments to have paths
10. Footbridge across creek to Mill Park
11. Raised crossing on Pine St.
12. Traffic calming on Pine St.
13. Trail around golf course - ski + bike
14. Trail from Hysop to Arbutus
15. Level accessible rail crossing
16. Waterfront trail
17. Bike Path on main streets

METRES
0 250 500
3 MIN BIKE RIDE
6 MIN WALK

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Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

Stakeholder Workshops

Stakeholder workshops offered a chance for in-depth discussion with representatives from public agencies and councilors of Adams Lake and Neskonlith First Nations bands. Three workshops were conducted during the first round of public engagement in June 2018. These workshops included representatives from:

- Adams Lake First Nations Band
- Chase and District Chamber of Commerce
- Chase and District Health Advisory Committee Services Foundation
- Chase School District #73
- Creekside Seniors Association
- Interior Health Authority
- Ministry of Transportation and Infrastructure
- Neskonlith First Nations Band
- Shuswap Trails Alliance
- VOCATAC

Figure 3.3. Discussing opportunities during a stakeholder workshop.

Workshop presentations provided information about the project vision and goals, work to date, a visually guided discussion of facility types and traffic calming measures and next steps for the plan. Each presentation was followed by a robust discussion. The small group of participants during each workshop session allowed ample opportunity for stakeholders to ask questions, make recommendations, and discuss the project in detail.

Takeaways from the stakeholder meetings included:

- Examples of regional plans to consider include Sicamous Official Community Plan, Age-friendly plan, Salmon Arm Greenways Strategy
- Ideas related to the plan's approach to formalizing existing paths worn through grassy areas that currently lack paved sidewalks or shared use paths
- Identifying opportunity to plan facilities to connect with adjacent communities
- Understanding that development of trails on band lands must include protection of pictographs and other cultural resources

Drop-in Public Meetings and Tabling Events

The planning team held drop-in public meetings during the June 2018 engagement events. Staff, stakeholders, and the consulting team spoke with meeting attendees and answered questions about the project. Verbal feedback and ideas were documented to inform the rest of the plan's development. Project information boards were also available for members of the public to learn about the plan's progress.

In addition to plan-specific meetings, staff from the Village and members of VOCATAC hosted tables at summer community events. Tabling at existing community events is a public engagement best practice. By attending existing community events, project staff are often able to interact with more members of the public than they might meet through public meetings alone. Tabling events included Music on the Lake and the Village's Canada Day parade.

Figure 3.4. Table at Music on the Lake to promote the plan.

Council Meetings

The consulting team presented at two public meetings of the Village Council during the planning effort. The first presentation in June 2018 was intended to introduce Council Members to the plan. This meeting discussed the plan's purpose, existing conditions findings, and next steps.

In November 2018, the proposed network, prioritization, project concepts, and infrastructure, program and policy recommendations of the plan were presented at the November 27th public council meeting.

Online Engagement Tools

A project website included information, presentations and updates about the project (Figure 3.5). The website was linked to the Village website.

A survey was launched online and promoted through the project website, Village website, and local social media groups. Paper copies were also available at the Senior's Centre and the Village Office. The survey was open from April to September 2018, and received 175 responses.

The survey asked questions regarding:

- Modes of transportation used to travel within Chase
- Frequency of walking, biking, and driving
- Opportunities and barriers to using active transportation
- Priorities for future active transportation improvements

Figure 3.5. Project webpage.

The survey also contained space for residents to leave open-ended comments or questions.

Survey responses provided another opportunity to learn about residents' current transportation patterns and hopes for the future. Of all respondents, 30% walk as their primary mode to travel within Chase. Almost 60% of respondents walk and 30% cycle as their secondary form of transportation. These percentages are much higher than the 14% of people that reported walking to work in the census. People are likely walking and cycling much more for other trip purposes besides commuting. Residents selected "hard infrastructure" as a top priority for improving active transportation in Chase. A lack of pedestrian and cyclist focused facilities were identified as the biggest obstacle to walking and biking more. Desired improvements include sidewalks, on-road bike lanes, paved and unpaved trails. Improved lighting was also ranked as a priority, and many general comments were specific to the issue of improving lighting in the Village. The summary of the survey data is provided in Appendix B.

The most desired improvements for active transportation include sidewalks, on-road bike lanes, paved and unpaved trails, improved lighting, and more bike parking

- Village of Chase Active Transportation Plan Survey Results (September 2018)

Chapter 4. Developing a Network

Existing Conditions

The Village of Chase has built some active transportation facilities such as sidewalks, paved paths, and trails, despite not previously having a plan in place to guide their implementation or identify opportunities for connections between facilities to create a network. As a result, there are many areas without sidewalks, places where trails do not connect to other facilities, and places where sidewalk facilities end abruptly.

Existing Pedestrian Facilities

Sidewalks: While sidewalks exist on a few roads throughout the Village. Shuswap Avenue through the centre of the village has sidewalks on both sides of the road, most other roads only have a sidewalk on one side (Figure 4.1). In many instances, sidewalks do not connect to other sidewalks and end abruptly, such as the sidewalk on Chase Street, south of Okanagan Avenue (Figure 4.2).

Figure 4.1. Sidewalk on the west side of Pine Street.

Figure 4.2. Example of a sidewalk ending abruptly on Chase Street, south of Okanagan Avenue.

Figure 4.3. Shuswap Avenue has concrete sidewalks that include curb extensions and painted crosswalks at some intersections.

Crosswalks: Many intersections have painted crosswalk markings and other pedestrian-friendly elements. For example, Shuswap Avenue and Haldane Street feature high visibility crosswalks. This location also has shortened pedestrian crossing distances due to curb extensions. Other attractive pedestrian features at this location include seating, landscaping, and decorative brick. Elsewhere in the village, mid-block painted crosswalks help connect people to popular destinations that are between widely spaced intersections. While some pedestrian crossings have been improved, such as those on Shuswap Avenue, other crossings could be improved to be more conspicuous and enhance the pedestrian

crossing experience. An example of an inadequate crosswalk is at Shepherd Road and Cottonwood Street, where substandard signage is in place.

Shoulders: Many of the roads, including Shepherd Road and Third Avenue, west of Pine Street, are painted with an edgeline on one side that acts as a paved shoulder for one side of the road. This space is typically used for pedestrian travel, although people cycling may also use the space when travelling with traffic. People cycling in the opposite direction ride in the travel lane.

Figure 4.4. Paved shoulder on Shuswap Avenue.

Figure 4.5. One side paved shoulder on Shepherd Road.

Existing Shared Pedestrian and Bicycle Facilities

Shared Use Paths: Some paved asphalt shared use paths exist, including through Willson Park and connecting Shepherd Road to the east of Chase Secondary. These paths can be used by people walking, cycling, or using other non-motorized vehicles (i.e., skateboards, scooters, and rollerblades).

Trails: There are existing trails for walking throughout Chase. Some of these paths are managed by the Village or organizations like the Shuswap Trail Alliance, while others are informal. The informal

Figure 4.6. Shared use path through Willson Park.

Figure 4.7. Informal trail between Second Avenue and the CP railway.

Figure 4.8. Trail along Chase Creek.

trails have been developed through their use (i.e., trails on earth). Many of these trails are not built to standards that maximize their longevity and minimize environmental impact.

Informal trails are also not built to a standard that encourages everyday travel, or may not be accessible for people with accessibility challenges. Examples include the paths along Chase Creek, where parts of the trail are eroding into the creek; the trail is narrow, limiting opportunities to pass other people using the trail, and there is a steep hump at the entrance from Third Avenue limiting access. Identifying where informal paths are located is important as they are actively used routes despite informal facilities.

The existing conditions are shown in Map 2.

MAP 2. EXISTING CONDITIONS

VILLAGE OF CHASE
ACTIVE TRANSPORTATION PLAN

EXISTING FACILITIES
- Shared Use Path
- Sidewalk
- Trail

BACKGROUND FEATURES
- Trans-Canada Hwy
- Collector Road
- Local Road
- Resource Road
- Railroad
- Parks
- Village Boundary
- Waterbody

METRES
0 250 500
3 MIN BIKE RIDE
6 MIN WALK

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Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

Identifying Opportunities and Challenges to Active Transportation

The study team conducted mapping- and other data-based reviews to understand community challenges related to the existing conditions shown in the previous section. The reviews consider Chase from a variety of perspectives:

- **Community Well-being:** Public health metrics show the impact of active transportation on health. These findings identify possible countermeasures that can help make communities healthier and more active.
- **Destination Review:** A mapping exercise visualizes popular destinations in Chase. Routes near these destinations were reviewed for possible improvements to encourage active transportation.
- **Gap Review:** A mapping exercise identifies roadways that currently lack dedicated space for walking and/or cycling. Gaps are divided into categories to help develop recommendations that address the gap's scale.
- **Collision Review:** Data from the Insurance Corporation of British Columbia (ICBC) was mapped to show patterns in crash locations and characteristics. Due to a limited number of crashes contained within this dataset, the review was augmented with public survey feedback.

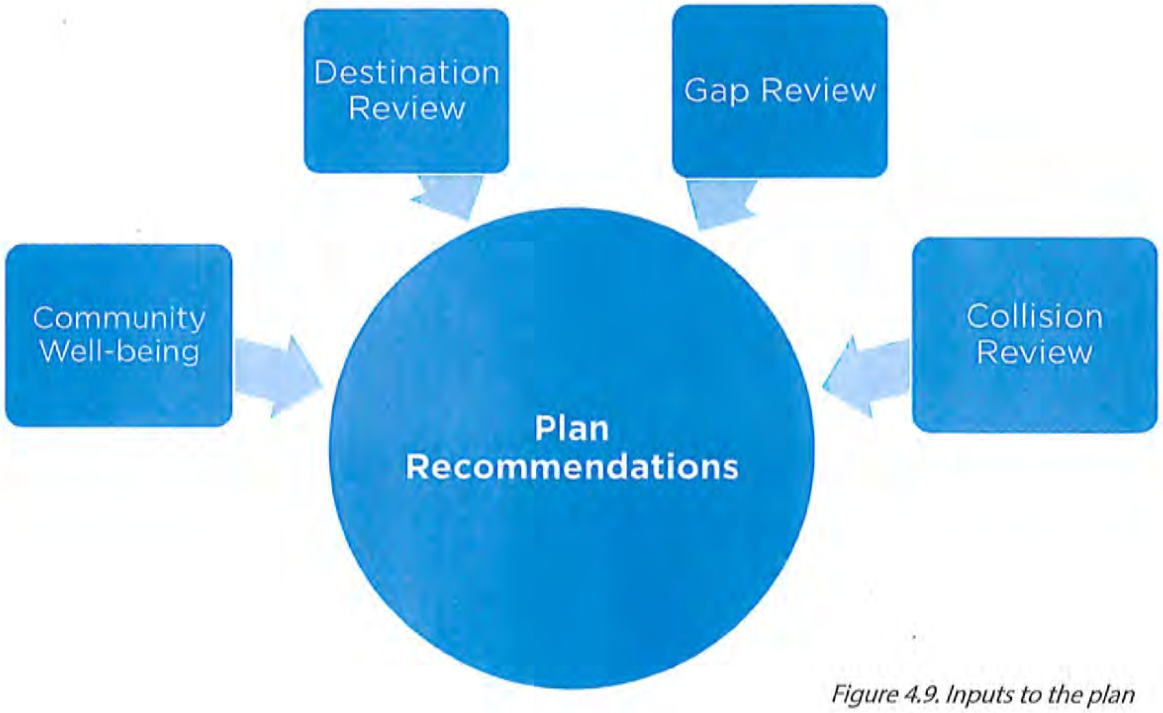


Figure 4.9. Inputs to the plan recommendations.

Community Well-being Review

BC Interior Health and BC Healthy Communities assisted the planning effort by identifying metrics related to Chase residents' health status indicators. The metrics compare Chase, and the Kamloops Local Health Area, against the BC average. Understanding the health status of people living in Chase can indicate community needs and opportunities for programs to address these needs. For example, it is reported that youth in Chase on average do not get enough physical exercise. A recommendation of this plan is to develop a program encouraging youth to walk and bike to school, and exploring other barriers to physical exercise.

Recent planning and policy work throughout BC, North America, and the world have focused on understanding how community planning can impact the health of the people that live in a community. This research indicates that the built environment significantly affects an individual's health status.

- Health status is a combination of indicators that together consider a person's physical, mental, and social well-being (WHO, 1986)
- Built environment refers to human-made space, including the buildings and streets that form our surroundings. It includes active transportation facilities such as sidewalks, paths, and trails. The built environment also includes the layout of this space, such as where people live, work, and play

Research has found that of the factors that impact a person's health status, genetics has a lower impact than previously theorized. The impact of genetics is currently thought to be five percent. Health care has a 10% impact, and behaviour has a 30% impact. The social conditions that a person lives in determine 55% of a person's health status (WHO, 2008). The built environment plays a role in determining a person's social conditions and behaviour. This plan recommends improvements to the built environment in tandem with programs to target behaviour change to improve social conditions by implementing local interventions that can significantly influence the well-being of people that live in the community.

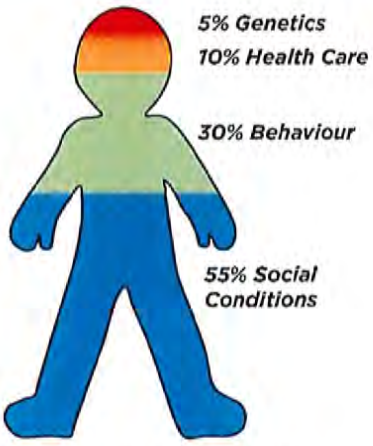


Figure 4.10. The factors that make up a person's health status.

Some metrics from the Chase Health Profile that were particularly interesting for the purposes of this plan include:

- Grade 3/4 and 7 students are less physically active than the BC average
- 37% of residents are aged 65 or older. This percentage is projected to increase.
- Chance of death due to a motor vehicle collision is 88% higher than the BC average
- Average income is $20,000 below the BC average
- First Nations people make up more than 12% of the population. Aboriginal people often face systematic social stigmatization and barriers to accessing health services

Similar to national demographic trends, the average age of a person living in Chase is getting older. To accommodate an aging population, it is important to build accessible facilities to accommodate people with different mobility needs. It is important to remember that active transportation is an inclusive form of transportation. People that cannot drive or who do not have access to an automobile, such as youth or people with a lower income, especially benefit from active transportation facilities as it provides them

with an opportunity to independently travel throughout the community. Recommended programs in this plan should target education and access to opportunities to use active transportation especially among groups that need support, such as First Nations people and youth.

Destination Review

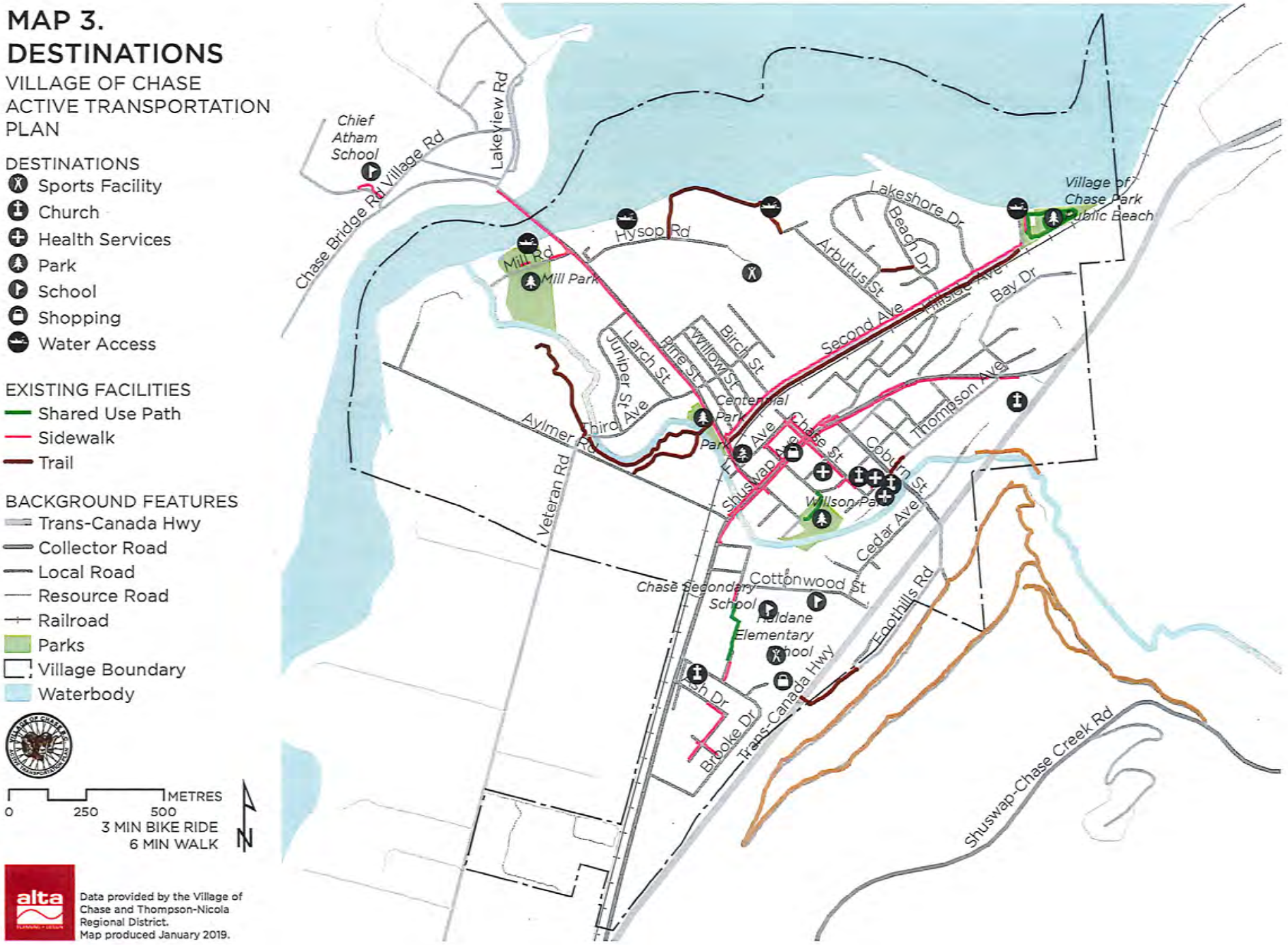
The compact footprint of the Chase sets up an ideal setting for active transportation. Many destinations are within comfortable walking or cycling distance. Major destinations throughout Chase are included on Map 3, Destinations. Destinations include schools, parks, retail, community facilities, churches, and public waterfront access. VOCATAC members and members of the public were also engaged to confirm and add to the destinations shown on the map. Identifying destinations in the community shows where there is demand for active transportation, whether it is children cycling to school, a family walking to church, or someone picking up some groceries by bike. The proposed network identified in the next chapter incorporates destinations by providing access to or near them.

Figure 4.11. Chase Secondary School and adjacent Haldane Elementary are important destinations.

Figure 4.12. Many stores and services are located in the downtown area on Shuswap Avenue.

MAP 3. DESTINATIONS

VILLAGE OF CHASE ACTIVE TRANSPORTATION PLAN



Gap Review

The gap review uses site visits and mapping to identify areas without defined or dedicated spaces to walk or bike. The gap review establishes a framework to examine the existing conditions. Three kinds of gaps are described below: spot gaps, connection gaps, and network gaps. These definitions were used in tandem with community destinations and existing facility information to inform the network recommendations.

- Spot gaps are localized obstacles or barriers to using a facility. They can exist throughout the length of a facility. Examples of spot gaps include a lack of curb ramp, an unmarked crossing, or an obstacle in the facility, such as a utility pole in the middle of the sidewalk. An example of a cycling spot gap is where no curb ramp exists providing access for people cycling onto a shared use path from the road. The person must dismount and wheel their bike over the curb, or risk falling trying to ride up or down the curb.
- Connection gaps are areas between existing facilities where no facilities exist. This creates a barrier for people using active transportation modes. An example could be a sidewalk that ends a block before there is a crossing to another sidewalk. This situation might deter someone from walking to a destination. Otherwise, the situation may create an unpleasant or even hazardous travel experience.
- Network gaps are areas where no facilities exist at all, and therefore act as a barrier to people traveling by active transportation modes to, from, within or through that area.

Map 4 shows identities gaps throughout Chase's existing active transportation facilities.

Figure 4.13. The utility pole placement on Chase Street creates a spot gap.

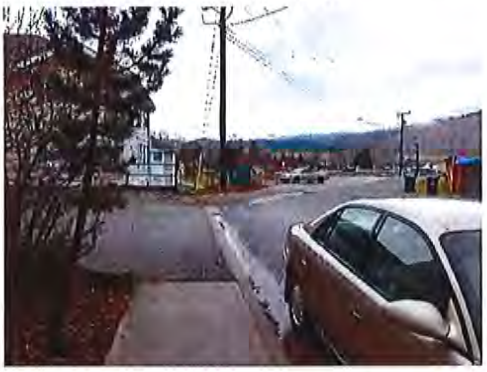


Figure 4.14. The sidewalk on Okanagan Avenue ends, leaving a connection gap to the Willson Park path and Shuswap Avenue via Haldane Street.

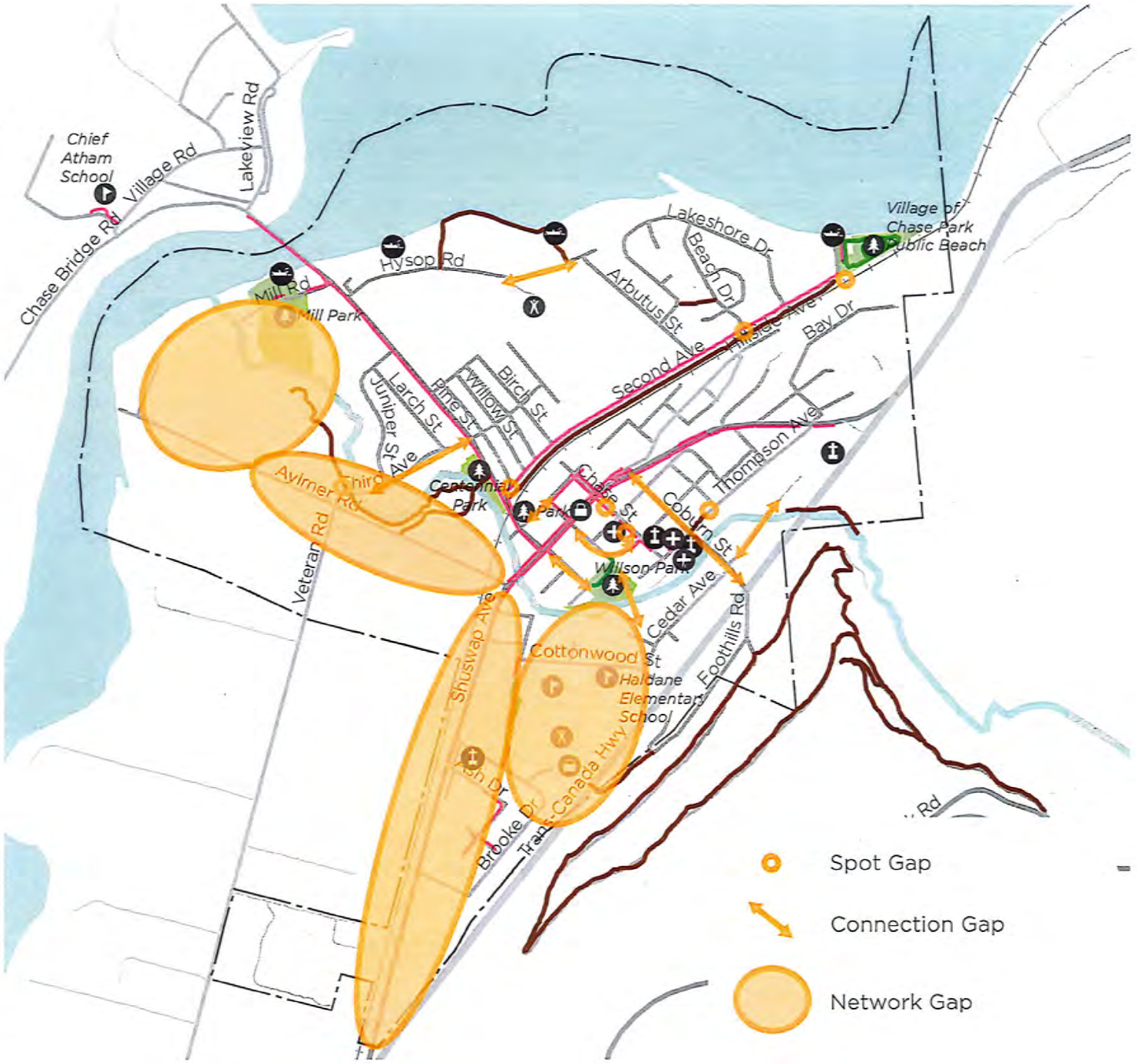
Collision Review

The locations of pedestrian- and bicycle-involved collisions were mapped to determine the presence of multiple crash locations. ICBC provided collision data for the last 10 years. However, the analysis is limited due to few reported collisions. Nonetheless, the results presented on Map 5 include multiple collisions on Shuswap Avenue at various locations. Four of the five reported collisions in the Village boundary involved pedestrians, and one involved a cyclist.

Three of the collisions occurred early in the morning, so visibility was likely a factor. Adequate street lighting can contribute to enhanced safety and visual awareness of pedestrians. Landscaping and improved street lighting was identified as a priority by nearly 25% of respondents and called out several times in the open comments.

MAP 4.
GAP REVIEW

VILLAGE OF CHASE
ACTIVE TRANSPORTATION
PLAN



EXISTING FACILITIES
- Shared Use Path
- Sidewalk
- Trail

DESTINATIONS
- Sports Facility
- Church
- Health Services
- Park
- School
- Shopping
- Water Access

BACKGROUND FEATURES
- Trans-Canada Hwy
- Collector Road
- Local Road
- Resource Road
- Railroad
- Parks
- Village Boundary
- Waterbody

METRES
0 250 500
3 MIN BIKE RIDE
6 MIN WALK

N

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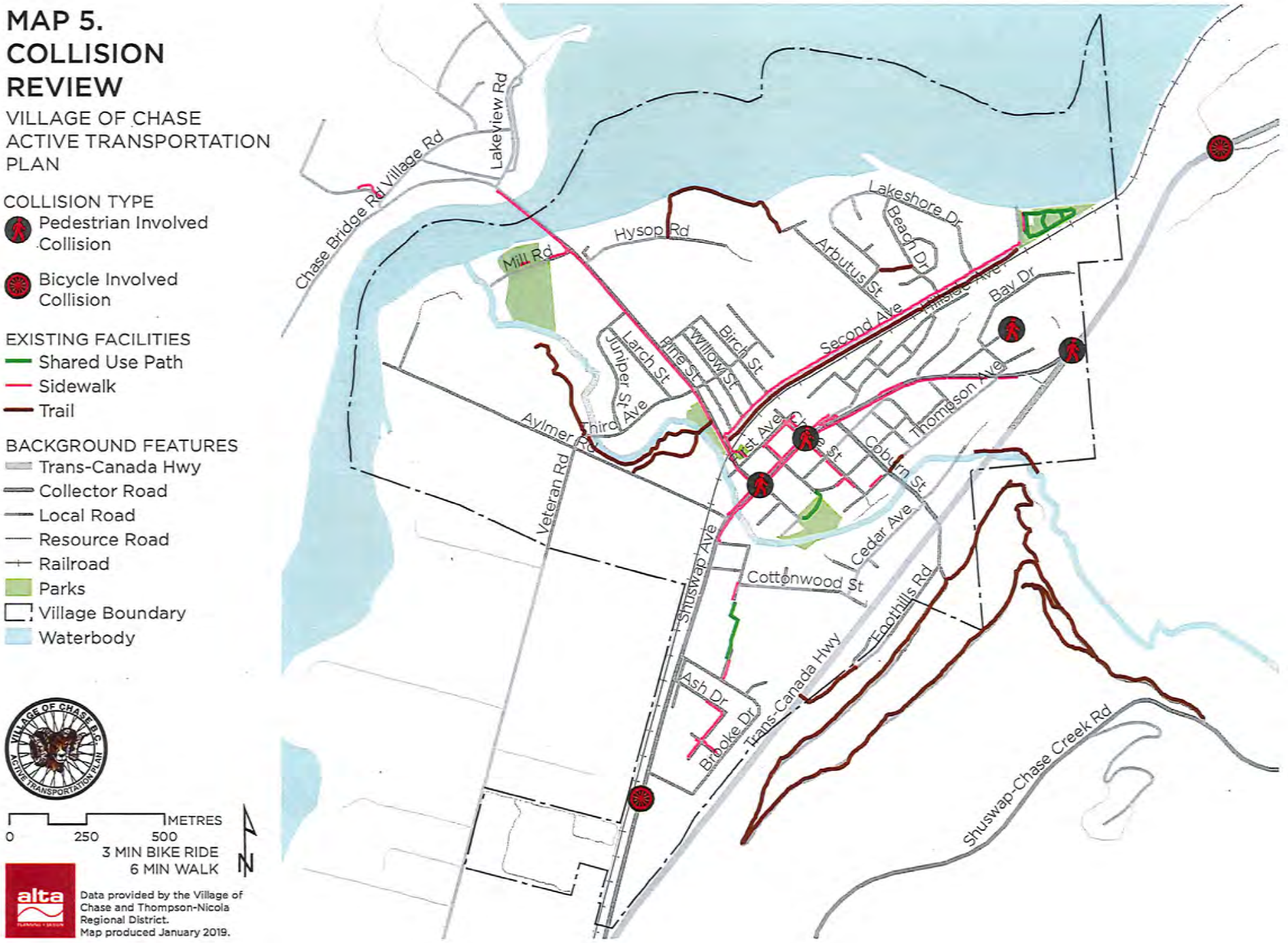
Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

MAP 5. COLLISION REVIEW

VILLAGE OF CHASE
ACTIVE TRANSPORTATION PLAN



Active Transportation Needs Assessment

There is significant potential for more people to walk or cycle in Chase, and improve the experience for the many people that already do. This potential was identified through the community background review in Chapter 2 and the public engagement summarized in Chapter 3. This chapter considers the existing condition of active transportation facilities and the social context of the community to identify the opportunities and challenges for the community to use active transportation. Highlights from these reviews are summarized below:

- Existing Conditions: Some sidewalks, paths, and trails exist throughout the village, but there is a lack of connection between facilities. Existing facilities were inventoried using GIS mapping software
- Community Well-being: There is a need for people to be more physically active and to improve social inclusion. Youth, seniors, and First Nations peoples are specific populations that could benefit from targeted programs to encourage and support active transportation
- Destinations: Given the small size of the village, most everyday destinations are short walk or bike ride away. Key destinations were identified throughout the community
- Gap Review: The existing conditions were reviewed using a gap framework to identify where active transportation facilities do not go to, and gaps or barriers that limit the functionality where they do exist. There are many gaps throughout the village confirming what was identified in the existing conditions review
- Collision Review: Pedestrian and cyclist involved collisions were reviewed to identify if there are any commonalities between them so that preventative improvements could be recommended. The small number of reported collisions limited this exercise, but improved lighting was identified as one preventative improvement

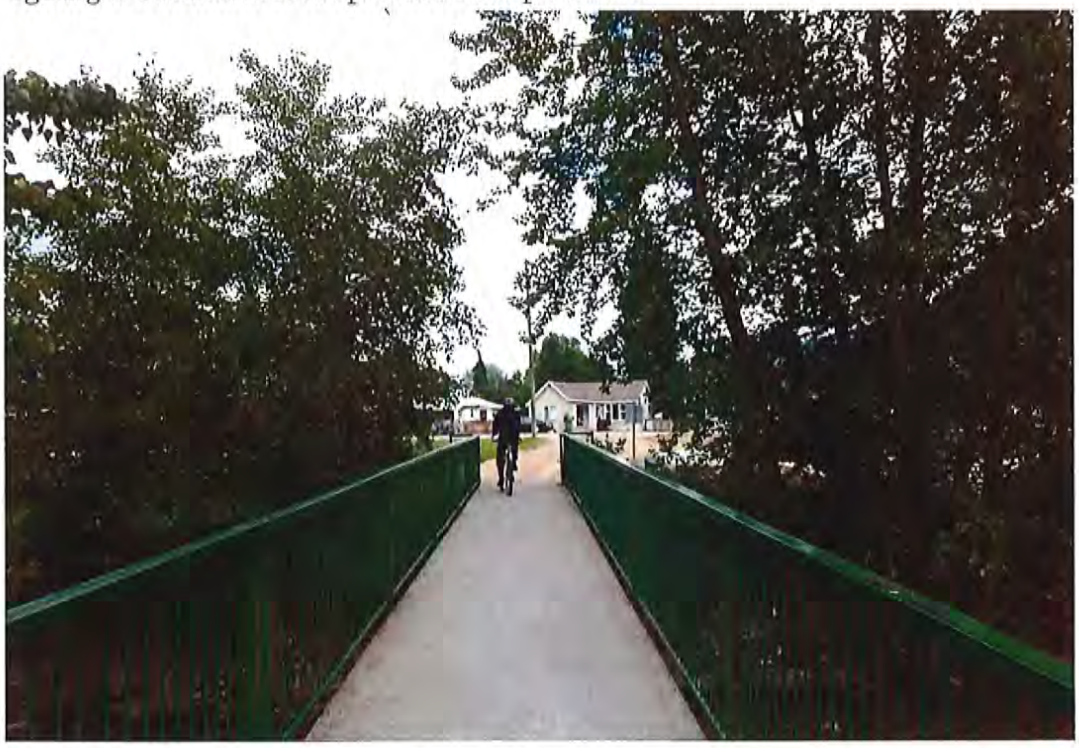


Figure 4.15. Bridge over Chase Creek at Centennial Park.

Chapter 5. Plan Recommendations

This chapter presents plan recommendations in two sections, Infrastructure Recommendations and Policy and Program Recommendations. Each section includes the following:

- Network Recommendations
  - Active transportation facility types
  - Proposed network of facilities
  - Proposed project prioritization
  - Other infrastructure recommendations
- Policy and Program Recommendations
  - Policy recommendations
  - Program recommendations
  - Funding opportunities to implement the plan

These recommendations are based on the context and background of Chase described in Chapter 2, the feedback from public engagement activities described in Chapter 3, and the needs and barriers to active transportation identified in Chapter 4.

The Network Recommendations section provides a typology of active transportation facility types, proposes where these facilities should go to create a network. Project prioritization proposes the implementation priority for each proposed project that makes up the proposed network. Other recommendations relating to infrastructure are also provided here.

The Policy and Program Recommendations include recommendations of initiatives to encourage and support people to use active transportation. This section also includes a review of funding opportunities to support the implementation of this plan.

Figure 5.1. Sub-par bike parking rack at Memorial Park.

Network Recommendations

Active Transportation Facility Types

Active transportation facilities, such as sidewalks, paths, and bike lanes, are all active transportation facilities must be built to recognized standards. The facility types recommended for Chase are based on the:

- Transportation Association of Canada (TAC) *Geometric Design Guide for Canadian Roads* (2017)
  - This is the national Canadian guide for roads, and includes a section on pedestrian and cycling facilities
- US Federal Highway Administration (FHWA) *Small Town and Rural Multimodal Networks Guide* (2016)
  - This guide specifically considers the types of facilities and networks for active transportation in rural and small town contexts

This section of the plan presents various types bicycle and pedestrian facilities that comprise an active transportation toolbox. This toolbox should be consulted as Chase begins to design and build the facilities recommended by this plan. Each entry includes a photo example, summary of the facility type and key implementation considerations. BC guidance documents, such as the BC Ministry of Transportation and Infrastructure *Bicycle Traffic Control Guidelines* (2012), should also be considered to be consistent with similar projects in the province. Other ideas and measures for pedestrians and cyclists can be found in the BC *Community Road Safety Toolkit* (2018). The TAC and BC guidance documents are to be used for more detailed information on facility treatment and other considerations as project is advanced through the design process.

The facility toolbox is classified into three categories based on the type of separation from motor vehicle traffic: Physically Separated, Visually Separated, and Mixed Traffic. Generally, physically separated facilities offer the highest level of user comfort, and are most appropriate along roadways with higher traffic volumes and speeds. Visually separated facilities are generally appropriate on roadways with low to medium traffic volumes and speeds, or as interim measures. Mixed traffic facilities are appropriate only on low traffic, low speed roadways. The facility types presented in the toolbox are summarized into the three categories in the table below.

Table 5.1. Categories of Active Transportation Facility Types

Physically Separated	Visually Separated	Mixed Traffic
Sidewalk	Buffered Bicycle Lane	Advisory Lane
Shared Use Path (Paved)	Bicycle Lane	Neighbourhood Greenway
Shared Use Trail (Unpaved)	Paved Shoulder	
Pedestrian Path	Pedestrian Lane	

Physically Separated Facilities

Sidewalk

Sidewalks provide dedicated space for use by pedestrians that is safe, comfortable, and accessible. They are physically separated from the roadway by a curb or buffer space (paved or unpaved).

Recommended Applications

- Sidewalks are recommended on all but the most low-speed and low-volume roadways

Figure 5.2. Sidewalk with a furnishing zone in Kelowna, BC.

Shared Use Path (Paved)

Shared use paths are located off-road in their own corridor, through a park, or physically separated from motor vehicles by a large buffer or barrier and provide sufficient width and supporting facilities to be used by cyclists, pedestrians and other non-motorized users. Shared-use paths are generally paved and ideally 3m wide. Paths should also have 0.6m clear shoulders to offer adequate maneuvering space and visibility. Clear shoulders also reduce the potential for user conflicts at crossing or curves.

Recommended Applications

- Through parks or other independent corridors, or adjacent to roadways with consideration to the context of the road
- Posted speed >40 km/h
- ADT > 4,000 veh/day

Figure 5.3. Shared use path adjacent to a roadway in Ottawa, ON.

Shared Use Trail (Unpaved)

Shared use trails are located in parks or their own corridor and provide sufficient width and supporting facilities to be used by cyclists, pedestrians and other non-motorized users. Trails often have a hard-packed granular surface and are ideally 3m wide. The granular surface can make it challenging for people using wheelchairs and for year-round maintenance. Trails should also have 0.6m clear shoulders to offer adequate maneuvering space and visibility, and to reduce potential for user conflicts at crossing or curves.

Recommended Applications

- Through parks or independent corridors
- Posted speed >40 km/h
- ADT >4,000 veh/day

Figure 5.4. Shared use trail (unpaved) in Guelph, ON.

Pedestrian Path

Pedestrian paths are paved or unpaved facilities that are only intended for use by people walking or using a mobility device to address pathways between buildings or short connections between cul-de-sacs. Paths should be minimum 1.8m wide to comfortably allow two people to walk beside each other, or two people in wheelchairs to pass. The path should have a vertical clearance of 2.1m. Paths should have a maximum grade of 5%.

Recommended Applications

Where opportunities exist such as appropriate right-of-way or connection between dead end roadways to enable pedestrian connection

Figure 5.5. A pedestrian path beside a building in Burlington, ON.

Visually Separated Facilities

Buffered Bicycle Lane

Buffered bicycle lanes are an exclusive space for cyclists separated from motor vehicle lanes by solid white lane lines with gored pavement markings. Buffered bike lanes are indicated with a bicycle stencil and a diamond and are marked with dedicated signs. Located directly adjacent to motor vehicle travel lanes, buffered bike lanes follow the same direction of travel. The painted buffer areas distance the bike from the adjacent motor vehicle travel lane. Flexible delineator posts could be added in the buffer area to provide vertical separation. Additional treatments should be added at intersections to provide greater delineation.

Figure 5.6. A buffered bicycle lane in Lyndonville, Vermont (Western Transportation Institute).

Recommended Applications

- Used in urban areas with low to medium average daily traffic (ADT) and high bicycle volumes
- Posted speed is ≤50 km/h
- ADT <7,000 veh/day

Bicycle Lane

Bicycle lanes designate an exclusive space for cyclists distinct from motor vehicle lanes. Bicycle lanes are marked with a solid white line between the vehicle lane and the bicycle lane, and include a bicycle stencil, diamond, and are marked with dedicated signs. Located directly adjacent to motor vehicle travel lanes, bicycle lanes follow the same direction of travel. When used on two-way roadways, provide one bicycle lane in each direction of travel. Bicycle lanes can be retrofit onto roadways by road diets, which reduce the number of travel lanes and/or reallocate space to better accommodate active transportation.

Figure 5.7. A bicycle lane in Canmore, AB.

Recommended Applications

- Used in rural or urban areas with low to medium average daily traffic (ADT) and high bicycle volumes
- Posted speed is ≤50 km/h
- ADT <4,000 veh/day

Paved Shoulder

A shoulder is a paved area outside the general-purpose travel lanes delineated by a continuous white line. Located on rural roadways, shoulders suitable for active transportation should be at least 1.5m wide and may include bicycle and/or pedestrian-oriented signing and striping. If the shoulder also serves as a breakdown lane for motor vehicles, there should be an additional unpaved portion of approximately 2.4 m in order for disabled vehicles to not block people from walking or bicycling in the shoulder. Parking for motor vehicles in the shoulder should be discouraged. Shoulders may include painted buffers or rumble strips to discourage motor vehicles from straying into the shoulder. Rumble strips should only be used where adequate smooth shoulder width remains. Rumble strips should not be continuous. See additional guidance.

Figure 5.8. People cycling on a paved shoulder in Rocky View County, AB.

Recommended Applications

- Appropriate on rural roads with low to medium volumes, and medium to high speeds
- Posted speed 50 to 80 km/h
- ADT >1,000 veh/day to <4,000 veh/day (or the road is part of a known cycling route)
- Rural areas (TAC sets density of <400 persons/km2>)

Pedestrian Lane

Pedestrian lanes provide interim or temporary pedestrian accommodations on roadways lacking sidewalks. Pedestrian lanes are not intended as an alternative to sidewalks, and are often used to fill short gaps between higher quality facilities. Use a PED ONLY pavement marking to indicate exclusive pedestrian use.

Figure 5.9. A pedestrian lane in Kamloops, BC (Google Streetview).

Recommended Applications

- May be appropriate on rural roads with low to moderate speeds and volumes
- Appropriate for interim or temporary pedestrian accommodation in areas without sidewalks
- Posted speed is <40 km/h
- ADT <2,500 veh/day

Mixed Traffic

Advisory Lane

Advisory lanes include a single bi-directional travel lane for motor vehicles bordered by shoulders. The shoulders are separated from the vehicle travel lanes by dashed white lane lines. When vehicles traveling in opposite directions meet, motorists enter the advisory shoulder to pass. This facility type better accommodates active transportation users within a constrained roadway width.

Figure 5.10. A street with advisory lane markings in Hanover, New Hampshire.

Recommended Applications

- Most appropriate on streets with low to moderate motor vehicle volumes and speeds
- Posted speed <50 km/h
- ADT <2,500 veh/day
- Narrow roadways ≤11.1 m

Neighbourhood Greenway

Neighbourhood greenways include a range of traffic calming treatments to improve conditions for cyclists and pedestrians on local streets. This typically includes signage and pavement markings, and varying degrees of vehicle speed and volume management. Potential traffic calming infrastructure includes speed humps, cushions or tables, traffic circles, lateral shifts (chicanes), or diverter median islands. Neighbourhood greenways are also often referred to as Local street bikeways or Bicycle boulevards.

Figure 5.11. A neighbourhood greenway in Vancouver, BC.

Recommended Applications

- Appropriate on local streets with low volumes and low speeds. Speed and volumes may be managed to create desired operating conditions
- Posted speed <40km/h
- ADT <2,500 veh/day. Ideal volumes are around ≤1000 veh/day

Proposed Active Transportation Network

The proposed active transportation network (Map 6) is comprised of facilities presented in the Active Transportation Facility Toolbox. The proposed network identifies where these facilities should be implemented throughout Chase. The proposed network fills gaps between existing facilities, proposes upgrades to existing facilities, and recommends new facilities to create a connected active transportation network that aims to make walking and cycling comfortable and attractive. The network was designed to reach destinations throughout the village and leverage existing assets.

Examples of proposed projects include:

- New shared use path through Willson Park, connecting from the existing path to Elm Street, including a replacement of the bridge over Chase Creek. This path will provide an alternative to crossing the creek along Shuswap Avenue or on Coburn Street, shortening the distance of trips. The path connects the schools on Cottonwood to the north and east areas of the Village
- Sidewalks on Cottonwood Street and Cedar Avenue for youth walking to school and connecting to the new path over Chase Creek at Willson Park
- Shared use path on Shuswap Avenue, west of Aylmer Road. This path will provide a safe and comfortable place for people to walk and cycle towards Chase Plaza and the businesses at the Tran-Canada Highway and Shuswap Avenue intersection
- A sidewalk on First Avenue, east of Pine Street, and a crosswalk to Haldane will close a gap in the sidewalk network, and provide a more direct route for people walking between the downtown area and the areas north of the CP railway
- A shared use path along Hysop Road to Arbutus Place will provide a more direct connection between the areas along Pine Street to the northeast part of the Village, so that people do not have to travel to Second Avenue to get across the Village if they live near the waterfront

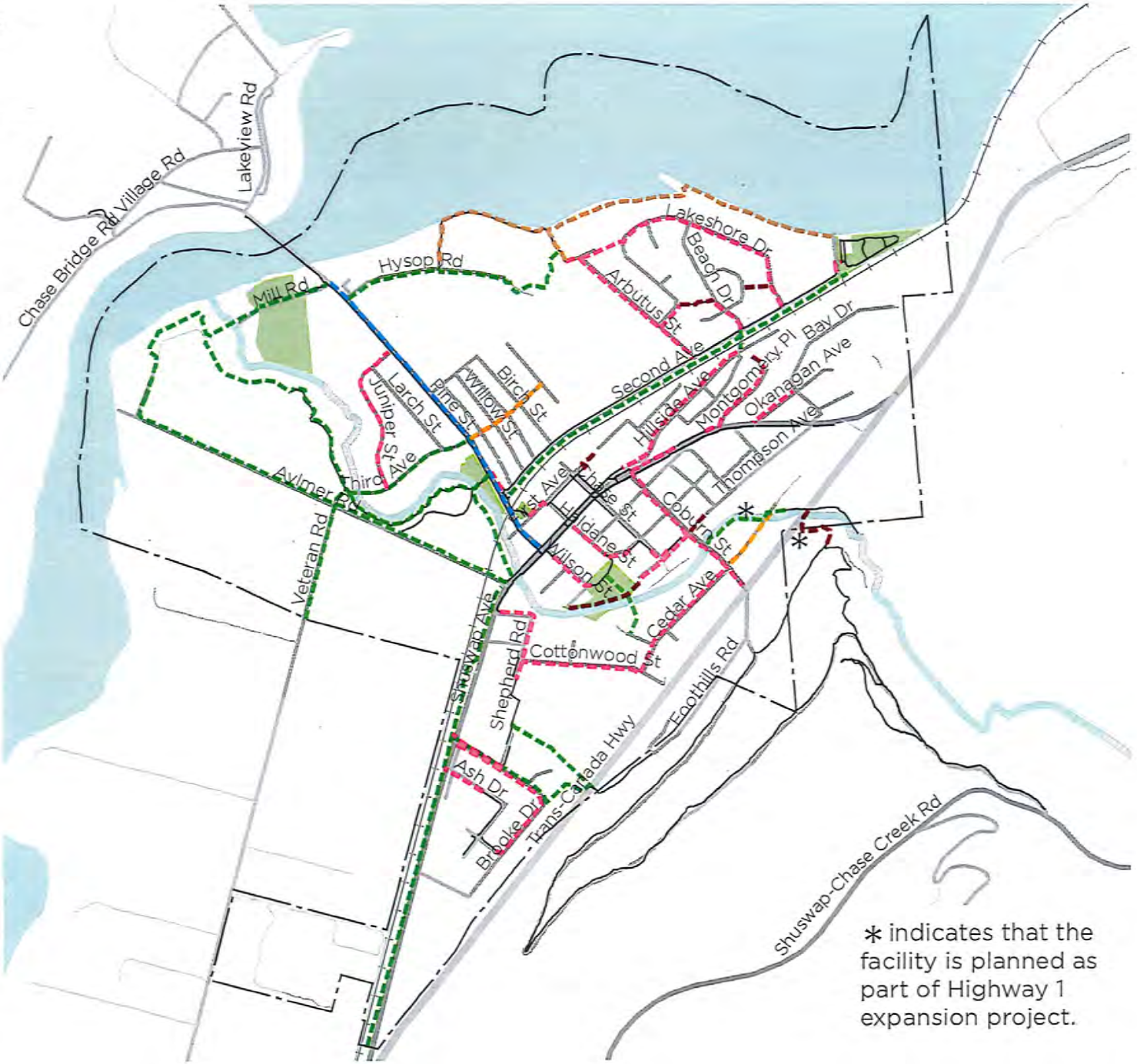
Map 6 shows the proposed active transportation network. A proposed project list is shown in Appendix C. The list includes details such as proposed project length, location, priority and key characteristics.

Figure 5.12. The bridge abutements from Willson Park to Elm Street could support a new crossing of Chase Creek.

Figure 5.13. Sidewalks on Cottonwood Street would provide a physically separated space for youth walking to the schools.

MAP 6. PROPOSED NETWORK

VILLAGE OF CHASE
ACTIVE TRANSPORTATION PLAN



PROPOSED FACILTIES
- Sidewalk
- Ped Path
- Shared Use Path
- Shared Use Trail
- Bike Lane
- Mixed Traffic

EXISTING FACILITIES
- Existing Facility

BACKGROUND FEATURES
- Trans-Canada Hwy
- Collector Road
- Local Road
- Resource Road
- Railroad
- Parks
- Village Boundary
- Waterbody

METRES
0 250 500
3 MIN BIKE RIDE
6 MIN WALK

Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

Project Priority for the Network

Identifying the priority for the implementation of the network is important as it helps to direct resources, and prioritize projects that are important or easily feasible. Six criteria were used to determine the priority of each project. The criteria were identified at the start of the project. They are based on the plan vision and objectives. The project team defined each criterion to assess whether a project achieves that criterion.

Table 5.2. Project Implementation Priority Criteria

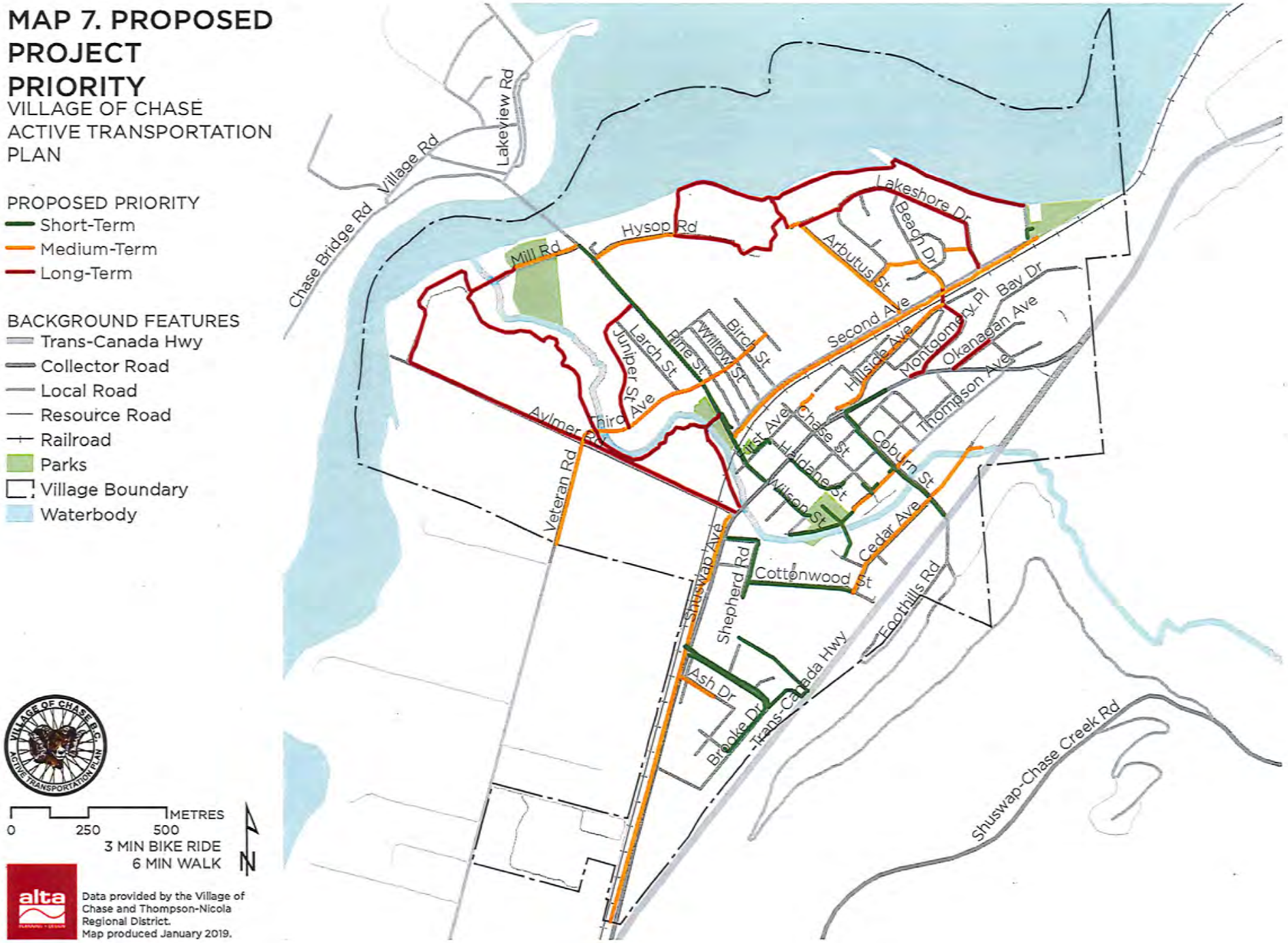
Criteria	Definition
Safety	Enhances safety compared to existing conditions
Usage / Projected Usage	Connects to destinations
Vulnerable Users	Supports wide range of ages and abilities
Network Contribution	Connects to other existing facilities
Cost	$, $$, $$$
Implementation Feasibility	Complexity of constructing the improvement. Examples include: • Jurisdiction (more coordination required for non-local roads) • Space / lack of physical constraint • Physical infrastructure (stormwater management, permanent civil works • Property acquisition/ownership • Stakeholders • Required studies (environmental protection, traffic, parking) • Project complexity (road crossings, grade)

Each of the proposed projects was scored using the criteria above. Map 7, Proposed Project Priority, shows the result of the scoring exercise. The projects have been grouped into short, medium, and long-term recommendations based on the project's cumulative score. By recommending short, medium, and long-term priorities the plan identifies projects that are expected to have the greatest impact while being more feasible installed first. The actual timing of designing and constructing proposed projects may change based on opportunities such as combining a project with other capital works, development opportunities, community desire, and grants. The project ranking should be reviewed periodically to confirm that the proposed priorities continue to reflect community values and provide the greatest return on investment.

Appendix C shows the results of the proposed project prioritization scoring.

MAP 7. PROPOSED PROJECT PRIORITY

VILLAGE OF CHASE
ACTIVE TRANSPORTATION PLAN



Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

Detailed Project Concepts

Three projects from the active transportation network were selected for preliminary conceptual development. The purpose of the concepts is to provide greater detail on how projects could be implemented. The concepts visualize the facility in cross section illustrations. The project concepts identify existing conditions that may present issues and opportunities for each project. This conceptual exploration will require a more detailed corridor design process prior to construction. The projects selected include:

- Bike lanes on Pine Street from Mill Road to Shuswap Avenue
- Shared use path on Second Avenue from Pine Street to Memorial Park
- Sidewalk on Coburn Street from Shuswap Avenue to Trans-Canada Highway

Pine Street Bike Lane

A bike lane on Pine Street will provide a lower stress connection for people cycling between downtown and north areas of the Village and to Adams Lake. Providing bike lanes on Pine Street has been proposed previously, including as part of ICBC's safety review of the street (ICBC, 2016).

Existing: Pine Street from the Chase Bridge south to First Avenue is a two-lane road with curbs on both sides and a sidewalk on the west side of the road. A left turn lane exists on Pine at Second Avenue.

Proposed: Add painted bike lanes in both directions within the existing curb to curb. The lane on the eastbound side will be a buffered bicycle lane.

Figure 5.14. Pine Street at Third Avenue.

Implementation Issues and Opportunities: The current roadway width from curb to curb allows for striping of one buffered bike lane and one bike lane without a painted buffer. To increase cyclist comfort, wider bike lanes and buffers would be ideal, but would require widening of the roadway. Ultimately the bike lane should be extended across the bridge through cooperation with MoTI and Adams Lake Band.

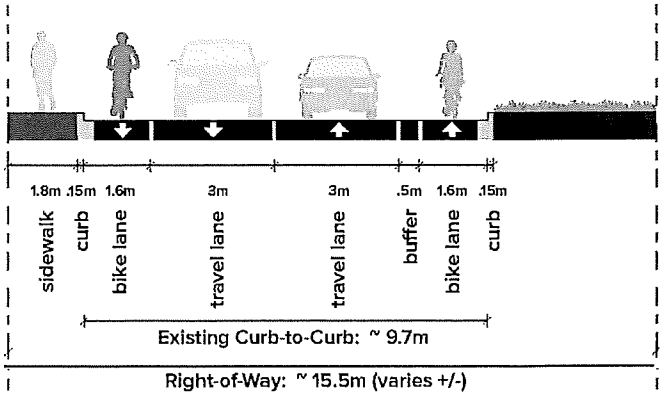


Figure 5.15. Cross section of proposed bike lanes.

Second Street Shared Use Path

A shared use path on Second Avenue would provide a physically separated facility for people to walk and cycle from Pine Street to Memorial Park. People currently walk and cycle through the grass between the shoulder and railroad right-of-way along Second Avenue between Pine Street and Memorial Park. Turning the unpaved "desire line" into a formal, paved shared use path would improve the route's longevity and accessibility.

Existing: There is an informal shared use trail adjacent to 2nd Avenue from Pine Street to Cummings Street.

Proposed: Formalize this trail by paving it to create a shared use path. Paving the path would make the path more accessible. It would also allow for better maintenance.

Figure 5.16. Existing informal trail along Second Avenue

Implementation Issues and Opportunities: Implementing a path adjacent to the existing roadway may require some tree removal. Locating the path next to the roadway would limit the amount of separation between people walking and cycling and people driving. Locating the path south of the existing trees would provide more separation from the roadway. However, portions of the alignment may be located on railroad property. Discussions with CP Railway are needed to determine alignment feasibility.

Option 1

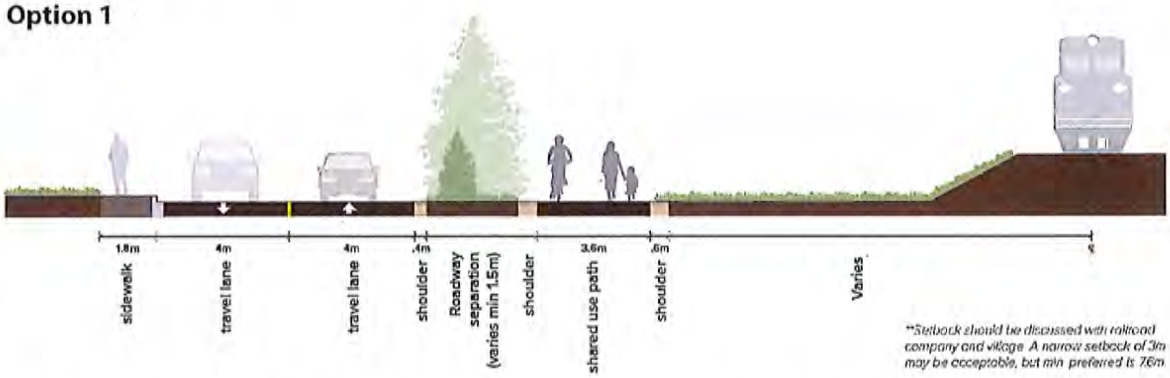


Figure 5.17. Option 1 shows a cross section of shared use path setback from the roadway.

Option 2

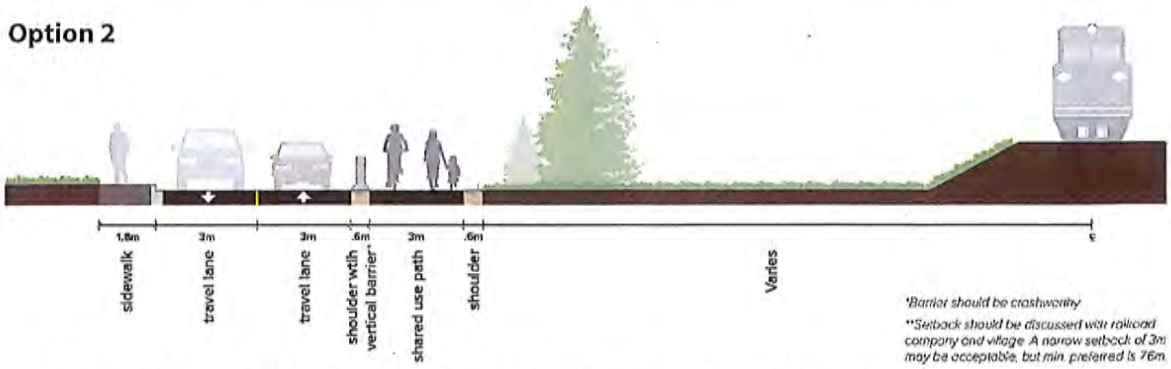


Figure 5.18. Option 2 shows a cross section of shared use path adjacent to the roadway.

Coburn Street Sidewalk and Traffic Calming

Coburn Street is an important connection as it allows travel between downtown and the south part of the village. From Shuswap Avenue, Coburn Street crosses Chase Creek and continues to the Trans-Canada Highway, providing access to the cemetery, and the Scatchard Mountain Switchbacks trail. Coburn Street is a planned exit as part of the Highway 1 Four-Laning Project. The planned exit will likely increase traffic on Coburn Street, increasing the need for a place for people to walk that is physically separated from passing motor vehicle traffic.

Figure 5.19. The existing conditions along Coburn Street.

Existing: Coburn Street from Shuswap Avenue to the Trans-Canada Highway is a two-lane road lined by residential homes.

Proposed: The short-term proposal would add a pedestrian lane. The long-term proposal would add a sidewalk and traffic calming improvements.

Implementation Issues and Opportunities: The existing road is narrow (7m) and would require the addition of pavement to add a pedestrian lane or sidewalk. Additional challenges that will need consideration in detail design include the location of existing utilities, a retaining wall adjacent to the road and the narrow bridge over Chase Creek.

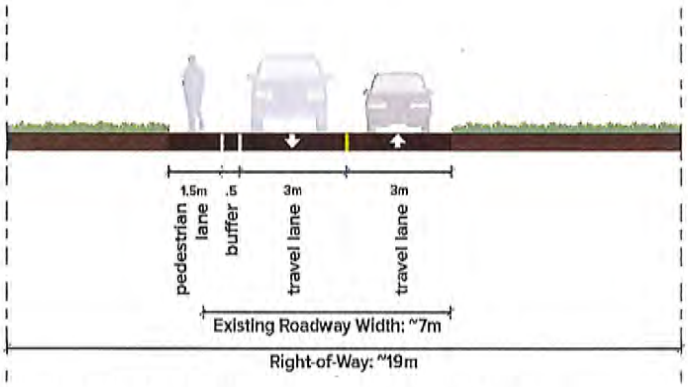


Figure 5.20. Short-term concept for Coburn Street

Figure 5.22 The narrow bridge over Chase Creek is an implementation challenge.

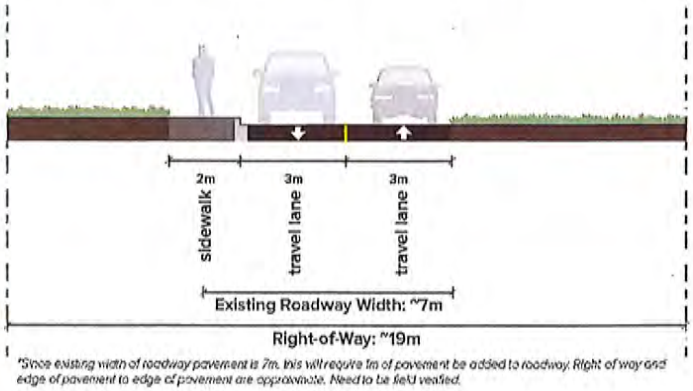


Figure 5.21 Long-term concept for Coburn Street.

Additional Infrastructure Recommendations

In addition to recommending new or upgraded facilities as part of the proposed active transportation network, the plan also recommends infrastructure improvements. These recommendations include opportunities to make improvements to infrastructure which contribute to achieving the objectives of the plan.

Plan Objectives:

- Objective 1: More people walking and cycling
- Objective 2: Improve walking and cycling connections
- Objective 3: Improve the safety and comfort of walking and cycling
- Objective 4: Increase awareness of walking and cycling

Table 5.3. Additional Infrastructure Recommendations

Recommendation	Objective 1	Objective 2	Objective 3	Objective 4
Formalizing one-side paved shoulders as pedestrian lanes	✓	✓	✓	✓
Traffic Calming Measures	✓	✓	✓	
Enhanced Crossings	✓	✓	✓	✓
Tactical Urbanism Projects	✓	✓	✓	✓
Trail Access Bollard Design		✓	✓	

Formalizing one-side shoulders as pedestrian lanes

Priority Recommendation

Background: Many of the roads in Chase are striped with a white edgeline on one-side of the roadway. This creates space for a paved shoulder on one side of the roadway.

Recommendations: Upgrade selected roadway shoulders to create a pedestrian lane on one side of the roadway. Add pedestrian lane pavement markings so that motorists anticipate people walking within the lane. Where possible, add physical separation, such as bollards, for increased pedestrian comfort. Pedestrian lanes are good interim measures where a sidewalk is proposed, or as a way to close a gap between existing sidewalks. Bicycle sharrow markings should be placed in the general traffic lanes to guide bicycle traffic and positioning on the roadway.

Figure 5.23. One-side paved shoulder on Shepherd Road.

Traffic Calming Measures

Background: Simply lowering speed limits does not necessarily result in high levels of motorist compliance to the new speed limit. However, engineering and design-based traffic calming measures create conditions that increase the compliance with the lower speed limit. A variety of design elements can encourage lower motor vehicle speeds, including vertical and horizontal deflection such as speed humps, median islands, curb extensions, and lane width reductions. New or improved marked pedestrian crossings, vegetation along the street and other landscaping improvements can also encourage lower and more predictable motorist speeds.

Recommendations: Utilize the Transportation Association of Canada's Canadian Guide to Traffic Calming (Second Edition, 2018) to select and install a variety of traffic calming design elements, particularly within downtown Chase. The document provides detailed guidance related to the planning, design, installation, operation, and maintenance of traffic calming measures.

Enhanced Crossings

Background: High visibility markings and signage at pedestrian crosswalks can improve driver yielding compliance to pedestrians (LaCoste et al., 2014, Huang et al., 2000). A variety of pavement markings and signage placements are used throughout Chase. However, there are currently no pedestrian activated beacon crossings in the village. In addition to designing for pedestrian visibility, crossing design should also encourage accessibility for all, including pedestrians with low vision and people who use wheelchairs or other mobility devices. Curb ramps increase crossing accessibility by providing a gradual slope from the street to sidewalk level.

Recommendation: Highly used crossings or locations with low driver yielding compliance should receive improvements to reinforce pedestrian priority and to increase driver awareness of the crossing. Enhanced crossings should also be implemented where a shared use pathway crosses a roadway. The crossing should be intuitive to use for people walking and cycling. Raised crosswalks are one possible design treatment. They use vertical deflection to make people crossing more visually prominent to vehicle drivers. A raised crosswalk also acts as a speed hump to lower vehicle speeds.

Tactical Urbanism

Background: There is a growing interest among Canadian cities to plan and install demonstration and pilot projects. These projects are simple approaches to implementing a design or road intervention, typically meant for short-term installation. They are also called "tactical urbanism" projects. Depending on the materials used, installing the short-term design can be low cost and sourced with help from community partners. These projects can develop through community involvement to select a site or select design treatments. These projects can result in beautiful, unique, community-owned improvements, and demonstrate a design for people to experience before a costly, long-term construction process. It also provides an opportunity for the local agency to revise the design as conflicts arise. The Tactical Urbanist's Guide to Materials and Design (2016) by the Street Plans Collaborative is a free resource for providing guidance on materials, designs, and project implementation.

Figure 5.24. New crosswalks and temporary curb extensions as part of a tactical urbanism project in North Dakota.

Recommendation: Village staff should work with VOCATAC and other relevant stakeholders to identify locations for tactical urbanism projects throughout Chase. Once potential sites are selected, VOCATAC and Village staff should review temporary and long-term design improvements and support their implementation.

Trail Access Bollard Design

Background: Currently, large barriers and signage have been erected to prevent golf carts from accessing pathways. The large barriers are made of concrete, presenting both an accessibility challenge and a collision risk. Wider types of bicycles or less experienced users may find it challenging to negotiate the limited space available to access the pathways.

Recommendation: While not including a bollard at all is a best practice, installing flexible bollards instead of concrete barriers, could encourage rule compliance while reducing the risk of injury in the event of a collision.

Figure 5.25. Existing trail barrier at Shepherd Road path.

Policy and Program Recommendations

Providing a comfortable and safe environment for people using active transportation requires a focus on creating a network of active transportation facilities as well as supporting investments through education, encouragement, and enforcement. The following section presents policy and program options that Chase can implement to further enhance non-motorized transportation. Programs that target specific segments of the population can be more effective in encouraging use active transportation (Butler et al., 2007). Thus, these targeted efforts could be more impactful in improving the health status of that group. Recommendations fall into one of two categories:

- Recommendations focused on improving internal Village processes would refine the Village's approach to active transportation planning and project implementation.
- Recommendations focused on public-facing efforts would provide residents with new or improved education and encouragement related to walking and cycling to community destinations.

Table 5.4 shows how proposed recommendations align with plan objectives. While all options would benefit Chase, Village staff and VOCATAC used this tool to select priority short-term recommendations. Priority recommendations are identified as such within the summaries.

Plan Objectives:

- Objective 1: More people walking and cycling
- Objective 2: Improve walking and cycling connections
- Objective 3: Improve the safety and comfort of walking and cycling
- Objective 4: Increase awareness of walking and cycling

Table 5.4. Policy Recommendations

Recommendation	Objective 1	Objective 2	Objective 3	Objective 4
Policy				
Maximum 30 km/h speed limit	✓	✓	✓	✓
New Sidewalk Policy		✓	✓	
Update zoning bylaw to require bike parking facilities in new development		✓		✓
Golf Carts and Neighbourhood Electric Vehicles			✓	
Continue to support VOCATAC			✓	✓
Pursue grant funding for projects	✓	✓	✓	✓

Table 5.5. Program Recommendations

Recommendation	Objective 1	Objective 2	Objective 3	Objective 4
Program				
Active and Safe Routes to School Program	✓	✓	✓	✓
Annual encouragement events and programs	✓			✓
Bicycle Parking Program	✓			✓
Formalizing Chase relationship with Shuswap Regional Trails Roundtable		✓		✓
Wayfinding Program		✓		✓

Policy Recommendations

Maximum 30 km/h speed limit within downtown area

Priority Recommendation

Background: Lowering speed limits are one strategy for making roads safer and more attractive for people walking and cycling. In event of a motor vehicle collision with a pedestrian, the probability of pedestrian fatality more than doubles when a vehicle is travelling at 50 km/h, compared to 30 km/h (Richards, 2010). However, the majority of speed limits in Chase are 50 km/h.

In addition to the potential for conflict with people walking and cycling, current posted speed limits pose concerns for sharing the roadway with people driving golf carts. The Neighbourhood Golf Cart By-law (2017) permits golf carts on Chase roadways. Although they golf cart drivers can legally drive on roadways with a 50 km/h speed limit, golf carts have a maximum operating speed of 32 km/h. To help draw attention to the speed differential, Chase added signage regulating a speed limit of 30 km/h for all motor vehicles when a golf cart is present.

Figure 5.26. Speed limit signage in the Village.

During this plan's development, VOCATAC members questioned the equality of regulating lower speeds for motor vehicles when a golf cart is present. Motorists are not legally required to lower their speed in the presence of more vulnerable pedestrians and cyclists. The current approach to signage and other regulation was decided because during the time of the golf cart pilot project, a proposal to set all speed limits to 30km/h was controversial among certain members of the community.

In response to the considerations posed above, a discussion activity with VOCATAC members during this plan's process identified roads or zones appropriate for a 30 km/h speed limit.

Recommendations: Establish a 30 km/h speed limit within downtown Chase. This area should include Shuswap Avenue between Coburn Street and Bell Street. The recommended boundaries could provide a safer environment for children and youth to get to school. The lower speed area would complement the recommended Active and Safe Routes to School Program.

New Sidewalk Policy

Background: New development projects within Chase offer opportunities to require the construction of active transportation facilities as a condition or incentive of new development. Other communities have used new development as a chance to add active transportation facilities in areas that may otherwise lack these amenities.

Recommendations: As land in the village is subdivided and developed, leverage new development by requiring construction of sidewalk or pathway facilities. The Village could choose between two approaches to achieving this recommendation:

- Add language within development agreements outlining requirements or incentives for constructing sidewalks and pathways
- Require developers to contribute to a village fund for building adjacent or priority projects from this plan

Golf carts and neighbourhood electric vehicles and off-road facilities

Background: Current regulations do not allow for golf carts to use off-road facilities, such as the asphalt pathway through the school. As a wider range of neighbourhood electric vehicles come to market, and with the recent growth in e-assist bicycles, it will be important for the Village to clarify policy on what vehicles and technologies are permitted to use off-road shared use paths.

Recommendations: Regulations should be revised to allow e-assist bicycles on shared use paths. These bicycles have a similar weight and operation as pedal propelled bicycles. The Village should continue to educate people when registering their golf carts that they are only permitted on roads.

Update zoning bylaw to require bike parking facilities in new development

Background: Bicycles should receive equal consideration when calculating parking needs with specific calculations provided for determining the amount of bicycle parking provided by land use type. Design and location standards for bicycle parking should be clearly stated to provide for safe and convenient access to destinations. Different standards of bicycle parking are needed for short-term visitors and customers and for longer term users like employees, residents, and visitors.

Recommendations: The Village should develop and adopt a zoning bylaw which requires bike parking facilities to be built in new developments. Bylaw changes could include such topics specifying a standard rack type, allowing a reduction in car parking due to installing bike parking, and including specifications for bike parking location. A fund could also contribute to installing short-term bike parking throughout the Village. For more information, refer to 'Bicycle Parking Program' under the following section.

Standards for bicycle parking design can be found through the Association of Pedestrian and Bicycle Professionals' *Bicycle Parking Guidelines*: www.apbp.org

Bicycle Parking Model Ordinance, Change Lab Solutions:
http://changelabsolutions.org/publications/bike-parking

Continue to support VOCATAC

Background: The VOCATAC began in coordination with the development of this plan to bring together a diverse group of residents to act as a focus group. The committee helped develop and refine plan ideas. Members also promoted the plan's awareness as part of public engagement events.

Recommendations: The VOCATAC should continue to meet after the plan's completion. The committee could support the development of policies and programs in the Village.

Pursue grant funding for projects

Background: Building new active transportation facilities or improving existing facilities has cost implications which may exceed the Village of Chase's planned budget. There are numerous federal and provincial grant programs that are specifically intended to support communities building active transportation facilities. An example of a program is ICBC's Safer Streets Road Improvement Program which will fund up to 50% of a project that includes road user safety improvements. A summary of existing programs is provided in the following section, Funding.

Recommendations: The Village of Chase should direct staff to regularly review and pursue grant programs to support the cost of implementing the active transportation plan.

Program Recommendations

Active and Safe Routes to School Program

Priority Recommendation

Background: Active and Safe Routes to School (ASRTS) refers to a variety of programs aimed at promoting healthy alternatives for children's travel to and from school besides driving in the family car. Walking and biking to school are healthy alternatives to being driven, and can increase children's sense of independence. Similarly, riding the bus and carpooling reduce traffic and improve safety near schools. Among the goals of ASRTS programs are improved safety for children, establishing good health and fitness habits in families, and decreased traffic and air pollution from private automobiles.

ASRTS uses a variety of approaches to improve traffic safety around schools. Examples include educational materials, fun events, enforcement and safety reminders, and engineering countermeasures. ASRTS programs typically involve partnerships among municipalities, school districts, community organizations, parent/caregiver volunteers, and law enforcement agencies. ASRTS plans may include individual school plans that identify needed safety improvements around schools, and/or regional strategic ASRTS plans that may focus on funding, staffing, or communications needs.

Recommendations: Convene an Active and Safe Routes to School (ASRTS) Task Force to define program goals and problems the program could address. Task Force members could include representatives from the Village of Chase, the school district, the RCMP, school administration, parents, and interested community members. The Task Force could work with other stakeholders to begin developing an action plan to focus on addressing identified problems.

There are many free resources available including HASTe BC and the Ontario Active School Travel Toolkit.

Annual encouragement events and programs

Background:

Bike Month

British Columbia celebrates Bike Month every June. Communities can participate through hosting events to promote cycling. Events can be supported through sponsorships, fundraising, or crowdsourcing. Successful events include group rides or tours, educational workshops, and cycling related film screenings. Past events are available on the BC Bike Month and the Bike to Work Week websites

Open Streets

Open Streets and other programs that aim to activate public space encourage communities to try new modes in a low-stress environment, connect with neighbours, and see their community from a different perspective. More information on how to organize an Open Street event, including a toolkit is available from Open Streets Project.

Media Campaign

Media campaigns can increase the visibility of people on bikes and encourage more people to ride or walk. Research shows that the most effective campaigns are those that use positive, reinforcing messaging and graphics, as opposed to shaming or frightening any type of road user. These campaigns can utilize a variety of media outlets, including billboards; print advertising; transit vehicles, stations, or shelters; informational brochures or handbills; social media; branded promotional items, etc.

Campaign focus can include the following topics:

- Safety Media Campaign
- Travel Behaviour Choices
- Distracted and/or Impaired Driving
- Senior Safety
- Vulnerable User Awareness
- Share the Road

Recommendations: The Village should work to establish annual encouragement events and programs.

Bicycle Parking Program

Background: Secure and well-located bike parking is key to encouraging more people to bike to work, home, shopping, and other frequent trips. In the survey, 26% of respondents identified that not having somewhere to lock their bike was an obstacle for them. Chase should proactively set standards for bicycle parking. Standards should act as a resource to guide the type of parking racks, its placement, and its role in the community.

Recommendations: The Village should create a program to purchase and install bicycle racks in the public right of way. This approach would provide short-term bicycle parking where community members feel it is most needed. The program could incorporate a public request form to provide a way for residents and people who bike to request bicycle racks at specific locations. A public request form could also help support local businesses by providing an easy way for patrons to securely park nearby.

Work with Shuswap Trails Alliance to develop a regional trail network and formalize Chase's relationship with Shuswap Regional Trails Strategy group

Background: The Village is currently a member of the Shuswap Regional Trails Strategy group. The goal of the group is to develop a network of trails throughout the Shuswap Region, which will increase the profile and access to hiking and cycling facilities for inter-community travel, recreation and tourism. Chase's location at the western gateway to the Shuswap is a strategic location for the economic benefits of increased tourism from the development of a regional trails system.

Recommendation: The Village should continue to support and be involved with the Shuswap Regional Trails Strategy group through Village staff involvement.

Wayfinding Program

Background: A wayfinding program can help guide people around the community, on paths and to destinations. A wayfinding system is an attractive, cohesive approach that standardizes signage making it predictable and easy to understand. Wayfinding programs support can also enhance community identity and support tourism objectives. Appendix A includes an existing conditions assessment, best practice guidance, and an initial concept of how signage could look.

Recommendations: Review Appendix A of this plan and develop a plan for the implementation and on-going maintenance of a wayfinding program to be implemented in Chase.

Funding

This plan explores potential funding sources that could be used to fund active transportation improvements in Chase. This section identifies a number of potential funding sources the Village could access. Funding sources include:

Community Contribution Fees and Taxes

General Funds/Taxation

Property taxes collected by the Village could be one way of capturing funds to help pay for this plan and the ongoing operations and maintenance associated with recommended projects. Proposed projects and programs will be new services for residents. To accelerate the delivery of the priority projects, it may be necessary to increase contributions from General Taxation to match funding from Federal and Provincial Grants to achieve the funding targets recommended in this report.

User Fees and Project Related Revenue Sources

Development Cost Charges

The Local Government Act (Sec 933) allows local governments to impose development cost charges (DCC's) to assist a local government in funding capital improvements including, but not limited to regional parks, trails or roadway improvements that serve the development subject to the charge.

Cash-in-lieu

Recent changes to the Local Government Act allow municipalities and regional districts to request developers to provide cash-in-lieu of providing off-street parking spaces to fund alternative transportation such as active transportation network upgrades as per Section 525 of the Local Government Act. According to Section 525, if money is received by a municipality or regional district under this provision, the municipality or regional district must invest the funds in new and existing off-street parking spaces. Subsection 7(a)(ii) states that investment in transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation may be funded in lieu of off-street parking space improvement.

Grants

Funding opportunities change regularly; the information in this section is subject to change. The Village should regularly check with all levels of government to remain apprised of funding opportunities.

BikeBC Program

The Province of BC currently provides approximately $6 million annually for municipal cost-sharing toward cycling infrastructure projects through the BikeBC program. The program currently provides up to 75% of the project costs for communities with a population under 15,000. The program evaluates projects on how they improve safety for cyclists. As such, bike paths that allow physical separation between cyclists and other road users are preferred. BikeBC will also fund a variety of other projects. Potential projects are listed in order from most to least preferable:

- Cyclist/pedestrian bridges and overpasses
- Buffered bike lanes (for example, those that can be separated by barriers such as parked vehicles or painted medians with increased width)
- Bike lanes
- Shoulder bikeways
- Shared roadways

Funding is directed toward projects that are part of an approved bicycle network plan and which facilitate cycling to work, school or errands. Cycling facilities can also generate tourism-related traffic based on proximity to amenities and points of interest for tourists, and through linkages to other communities; however, serving tourist related traffic is not the primary objective of the project as determined through the engagement process. An approved plan by Council forms the basis for an approved bicycle network plan, allowing the Village to apply for BikeBC funding for projects in Chase.

Insurance Corporation of British Columbia (ICBC) – Safer Streets Road Improvement Program

Since 1990, ICBC has contributed more than $138 million toward road improvement projects and studies across the province that have helped to reduce death and injury on BC roads through the Safer Streets Road Improvement program. ICBC partners with municipal, regional and provincial agencies to construct improvements that improve road safety. ICBC works with MoTI, municipal and regional staff to review studies, crash data and other information to decide projects for agency investment. ICBC contributes funds to projects that are likely to improve safety and reduce collision claims on roadways throughout BC. Selected projects received 50% of their funding from ICBC.

New Building Canada Fund – Small Communities Fund

The Province of BC and Federal government have allocated $109 million annually until 2024 to fund infrastructure projects in communities with a population of less than 100,000. There are 13 categories of eligible projects including, for example, disaster mitigation, innovation, public transit and highways and major roads. Any of these categories might include active transportation related components. First Nations projects are eligible for funding. Funding requirements include:

- Project location partially or entirely on reserve
- Purpose must align with the program parameters
- Project must meet the grant conditions
- Demonstrate benefits extending beyond the reserve community
- Climate Action Revenue Incentive Program

The Climate Action Revenue Incentive Program is a conditional grant program that provides funding to BC Climate Action Charter (Charter) signatories equivalent to one hundred per cent of the carbon taxes they pay directly. This funding supports local governments in their efforts to reduce greenhouse gas emissions and move forward on achieving their Charter goals. Governments must take action towards carbon neutrality and measuring GHG emissions to be eligible. A number of local agencies such as Vernon, Penticton and Cowichan Regional District have applied these funds toward pedestrian and cycling facilities.

Federal Gas Tax Fund

Gas tax is collected annually by the federal government. Jurisdictions receive a proportion of the federal dollars based on their populations through the Community Works Fund (Federal Gas Tax Program). The Gas Tax Program supports environmentally sustainable municipal infrastructure by funding projects that reduce reliance on the private automobile.

Infrastructure Canada

The programs of Infrastructure Canada are the Active Transportation Fund, New Building Canada Fund (NBCF) and the aforementioned Gas Tax Fund. Typically, the federal government contributes one-third of the cost of municipal infrastructure projects. Provincial and municipal governments contribute the remaining funds and, in some instances, there may be private sector investment as well. The NBCF supports projects of national, regional and local significance that promote economic growth, job creation and productivity. A number of active transportation projects and roadway and transit projects with active transportation elements have been funded through this program.

Green Municipal Funds

The Federation of Canadian Municipalities (FCM) manages the Green Municipal Fund (GMF). Eligible capital projects include transportation that must demonstrate the potential to reduce vehicle kilometres travelled in a single occupancy vehicle by encouraging active transportation. Matched funds are required.

Volunteer and Private Sectors

Deeds, donations, dedications and volunteer labour

In many communities, shared use pathways have been constructed in part through contributions from local residents and businesses that donated their time or money toward construction. Examples in B.C. of sponsorship from local businesses include:

- Construction Aggregates in Sechelt constructed an overpass over a gravel conveyor to provide a link for pedestrians and cyclists;
- 7-Eleven and Molson Breweries sponsored the BC Parkway path in Vancouver, Burnaby and New Westminster.

BC residents and visitors have also contributed funding. The Trans Canada Trail, for example, was funded partially by sales of one-metre sections for $40. Volunteer efforts have also been significant. A dedication program can be set up for residents and corporations to donate. In many cases, deeds, donations and dedications are tax deductible where administered by a not-for-profit agency.

Service Clubs

Efforts to provide new bicycle facilities or shared use pathways can be coordinated with service clubs, such as the Lions Club, the Rotary Clubs and Kiwanis. The Courtenay Rotary Club for example contributed to the construction of the Rail Trail that runs from Fifth Street down to 26 Street.

Advertising

There may be several options for obtaining funding for bicycle and walking projects from advertising revenues. The costs of producing and distributing an active transportation route map could be partially or fully offset by selling advertising space on the map. Advertising on bicycle racks could reduce the costs of providing bicycle parking and in some cases infrastructure projects have been funded directly through revenues from advertising. For example, McBride pedestrian/bicycle overpass in New Westminster, B.C. was paid for by Mediacom in return for a 20-year advertising deal involving seven billboards throughout the community.

Figure 5.27. Chase Creek at Centennial Park.

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Appendix A. Wayfinding Memo

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Memorandum

Date: January 30, 2019
To: Sean O'Flaherty, Village of Chase
From: Kim Voros, Alta Planning + Design
Re: **Chase Wayfinding Memo**

Core Wayfinding Principles

The legibility of a place describes how easy it is to understand. Places are more legible when they are arranged intuitively so that people can determine locations of destinations, identify routes and pathways, and recognize areas with different characteristics. Wayfinding systems help improve the legibility of places. Logical wayfinding in the Village of Chase means an individual is capable of easily and successfully finding their way to their destination, able to understand where they are with respect to other key locations, able to orient themselves in an appropriate direction with little effort or stress, and is comfortable to explore and discover new places and services.

To create a successful wayfinding system, the planning and design process begins with guiding principles to focus the intent of messaging and provide a framework for implementing a cohesive, easy to use network of routes and signs. These principles have been developed for pedestrian and bicycle focused wayfinding plans and are based on best practices from around North America.

1. **Connect Places**

   Wayfinding enables both residents and visitors to travel between destinations and discover new destinations and services accessible to pedestrians and cyclists. Wayfinding connects neighbourhoods and provides navigational assistance to both local and regional destinations. Effective wayfinding is an extension to the bicycling and walking network and provides a seamless travel experience for non-motorized users. The connectivity wayfinding enables goes beyond physical signage. Wayfinding signage elements can create a deeper connection to a place, cultivate a sense of pride by reflecting community values and identity, and support economic development by encouraging residents and visitors to explore and use local services.

2. **Promote Active Travel**

   A wayfinding network should encourage increased rates of active transportation by creating a clear and attractive system that is easy to understand and navigate. The presence of wayfinding signs with walking and cycling information validates walking and bicycling as viable transportation options, and helps reduce mental barriers to using these modes for all types of trips. These signs should be in accessible formats to affirm that active transportation is promoted equitably.

Wayfinding should also expand the awareness and use of bicycle and pedestrian facilities by the whole community. The installation of wayfinding has the potential to increase walking and bicycling on existing facilities with low levels of use. This is an efficient use of active transportation investments on infrastructure already in place. Wayfinding also helps expand the use of the existing transportation network at low cost. In many cases, streets with low speeds and volumes may be good candidates for walking or cycling routes and simply need the installation of wayfinding to raise awareness of these route options.

3. Maintain Motion

Wayfinding information should be presented in a way that is quickly understood. Walking and bicycling require physical effort, and frequent stopping and starting to check directions may lead to frustration. Wayfinding information that can be quickly and easily grasped contributes to a more enjoyable environment for walking and bicycling. Consistent, clear, and visible wayfinding elements allow active transportation users to navigate while maintaining movement.

4. Be Predictable

Wayfinding should be predictable and consistent. When information is predictable, users will recognize a pattern of information and be able to quickly anticipate and recognize information. Predictability should relate to all aspects of wayfinding placement and design (i.e., sign materials, dimensions, colours, forms, and placement). Design consistency also contributes to a continuity of experience as landscapes and context change along walking and bicycling routes. Once users trust that they will encounter consistent and predictable information, their level of comfort is raised and new journeys become easier to attempt and complete, thereby promoting an experience that is welcoming and friendly. Similarly, maps should employ consistent symbology, fonts, colours, and style. The system should be designed in accordance with local, provincial, and national guidelines to allow funding to the system from these sources.

5. Keep Information Simple

Wayfinding should provide clear information in a logical succession, and not overburden users with excess information. Information should be presented in a clear and logical format. Wayfinding signage should be both universal and usable for the widest possible demographic and with special consideration for those without high educational attainment, English language proficiency, or spatial reasoning skills. It is important to provide information in manageable amounts. Too much information can be difficult to understand; too little, and decision-making becomes impossible. Information should be provided in advance of where major changes in direction occur, and confirmed when the maneuver is complete.

Best Practice Review

The following examples provide an overview of some of the best practices for pedestrian and cycling wayfinding signage across North America.

Jackson Hole, Wyoming

The Jackson Hole, WY bicycle network seeks to appeal to a broad spectrum of riders with safe, inviting, and convenient routes. Signs adhere closely to MUTCD guidance while integrating a custom logo reflecting the area's signature Teton Mountain skyline.

Figure 1. Grand Loop Bike Route wayfinding Signage in Jackson Hole, WY

Best Practice Highlights

- Custom enhancement marker
- Distances given in physical length and time

Berkeley, California

The City of Berkeley opted to use non-standard purple signs for its bicycle wayfinding network. Both sides of signs are painted and utilized. Signage on the front provides directional information to users while a logo on the back serves as a semi-conformation sign providing reassurance to cycliscyclists in the opposite direction that they are still on a bicycle boulevard.

Figure 2. Channing Avenue Bicycle Boulevard in Berkeley, CA

Best Practice Highlights

- Unique identifying colour
- High visual contrast
- Custom enhancement marker

Wayfinding Guidance

As per the community wayfinding standards, colour coding may be used on wayfinding guide signs to help users distinguish between multiple potentially confusing traffic generator destinations located in different neighbourhoods. Community wayfinding guide signs may use background colours other than green in order to provide colour identification for the wayfinding destinations by geographical area within the overall wayfinding guide signing system.

The standard colours of red, orange, yellow, purple, or the fluorescent versions thereof, fluorescent yellow-green, and fluorescent pink should not be used as background colours for community wayfinding guide signs in order to minimize possible confusion with critical, higher-priority regulatory and warning sign colour patterns readily understood by road users. The colour wheel diagram below depicts colours which are already assigned specific meanings and thus should not be used on community wayfinding signs. Green is the standard colour for guide signs. Blue and brown are also used for traveler information including destination and street name signs. The remaining colours are eligible for use on community wayfinding signs as long as they are sufficiently different from the assigned colours.

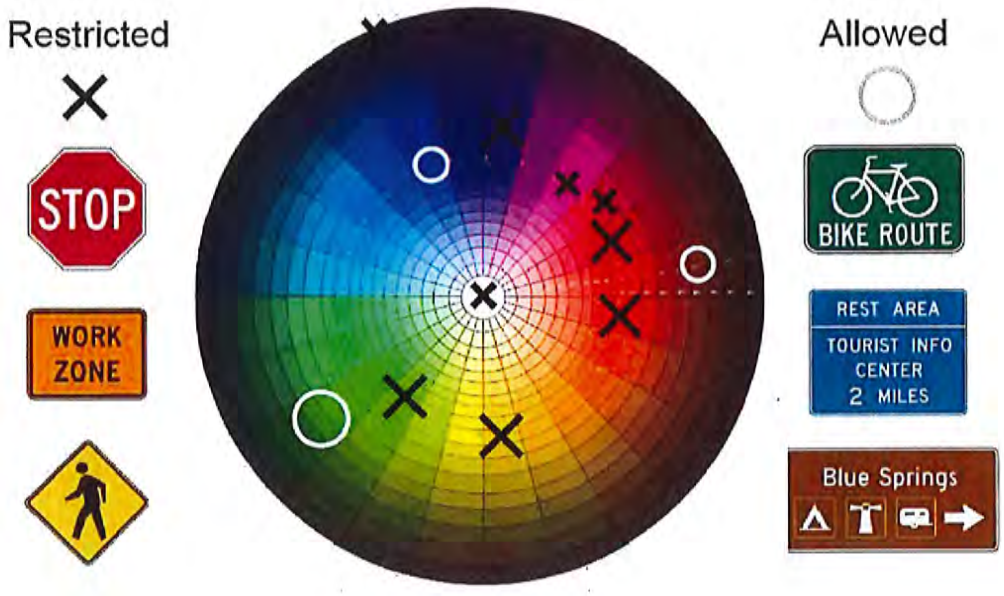


Figure 3. Best practice colour wheel diagram

Cycling

Bicycle wayfinding signs on any bicycle facility should be placed so as to not distract vehicular traffic. In general, orientation toward the physically-separated bicycle facility and away from the street accomplishes this. If the facility is two-way, signs displaying wayfinding guidance facing both directions of traffic should be provided.

Pavement Markings

Directional pavement markings indicate confirmation of cyclist presence on a designated route and where cyclists should turn. Pavement markings can often be more visible and can help supplement or reinforce signage, particularly in urban settings.

Figure 4. Left to Right: Cycling Route, Pavement Marking and Map Kiosk

Map Kiosks

Kiosks with area and/or citywide orientation maps can provide helpful navigational information, especially where cyclists may be stopping long enough to digest more information (i.e. transit stations or stops, busy intersections, trail heads). The use of icons and high contrasting colours is a good practice which makes maps comprehendible to a wide audience.

Existing Signage

Wayfinding in the Village of Chase currently consists of a various signage types; including welcome, wayfinding, reserve, pilot, and provincial signage. An inventory of signage types was performed in order to review the branding and style used by the Village of Chase. This review helped to create a wayfinding strategy that incorporates local styles and colours that already exist in the Village.

Welcome Signage

Welcome signage in Chase is commonly broken into Village Welcome Signs and Park Welcome Signs.

Village welcome signs are large, thick wooden post signs that depict some of the nature found in the area. The Salmon portrays the local connection to the Salmon spawning run, while the Ram builds upon the Village crest. Each sign is found at an entry point to the Village from Highway 1, with twin salmon signs marking the North and South most street entries, and the ram in the central entry.

The park signage is identically branded and shares the heavy wooden post design with both the entry signs and some of the larger wayfinding signage in the Village.

Figure 5. Welcome Signage

Wayfinding Signage

Figure 6. Wayfinding Signage

The majority of Chase wayfinding signage can be broken down into two distinct categories: mapping and wayfinding.

The scale of the area plotted by the maps really delineates the aim. We have large scale map that shows road connections to the surrounding areas, the mid-range map shows locations within the Village itself, and the trail map directs hikers on their path. While the maps themselves change drastically, the posts that support them all utilize the same heavy wood frame.

Wayfinding signage is even more varied. Coloured street signs delineate the core of the Village from the surrounding areas of blue and green signage. The public beach directional sign combines art with a wayfinding component to direct travelers to the beach access point on the banks of Little Shuswap Lake.

Reserve Signage

A variety of specialized reserve signage is present in the area directly surrounding Chase. There will be reserve signage within three kilometres of the Village because of the two local bands, and two reserves in the area. While the intent of the individual signs varies, they all delineate the area as reserve land to indicate the different rules regarding it.

Figure 7. Reserve Signage

Provincial Signage

Figure 8. Provincial Signage

A variety of standard provincial signage is present in Chase and the surrounding area as its location relative to Trans Canada Highway 1 demands wayfinding signs for those leaving the Village and numerous information and wayfinding signs to direct visitors to local services. These signs are almost entirely aimed at motorists, and as such are designed to communicate information at speed, and are placed on the outside edges of the right of way, out of the roadway.

Pilot Signage

Pilot signage refers to the specialized signs for the Neighbourhood Golf Cart Pilot Project currently taking place in Chase, BC. As a pilot for other localities, residents of Chase have the opportunity to take golf carts on the roadways, something that is currently illegal in all other communities in British Columbia. With this uncommon set of rules in place, specialized signs to both denote this project and inform drivers of the unique rules that govern it are in place around Chase. These signs are generally road signs that are common throughout the province, customized to include specialized rules and regulations involving golf carts.

Figure 9. Pilot Project Signage

Design Aesthetic Development

Recognizing common patterns of travel within and through a community is an important element in developing a wayfinding system. All trips start and end at a location and many decisions are made along a route whether it is made by foot, bicycle, transit, or vehicle. This section includes a map that displays the major wayfinding decision-making points in the Village. When developing a wayfinding system, focusing on these points will help users navigate to destinations easily.

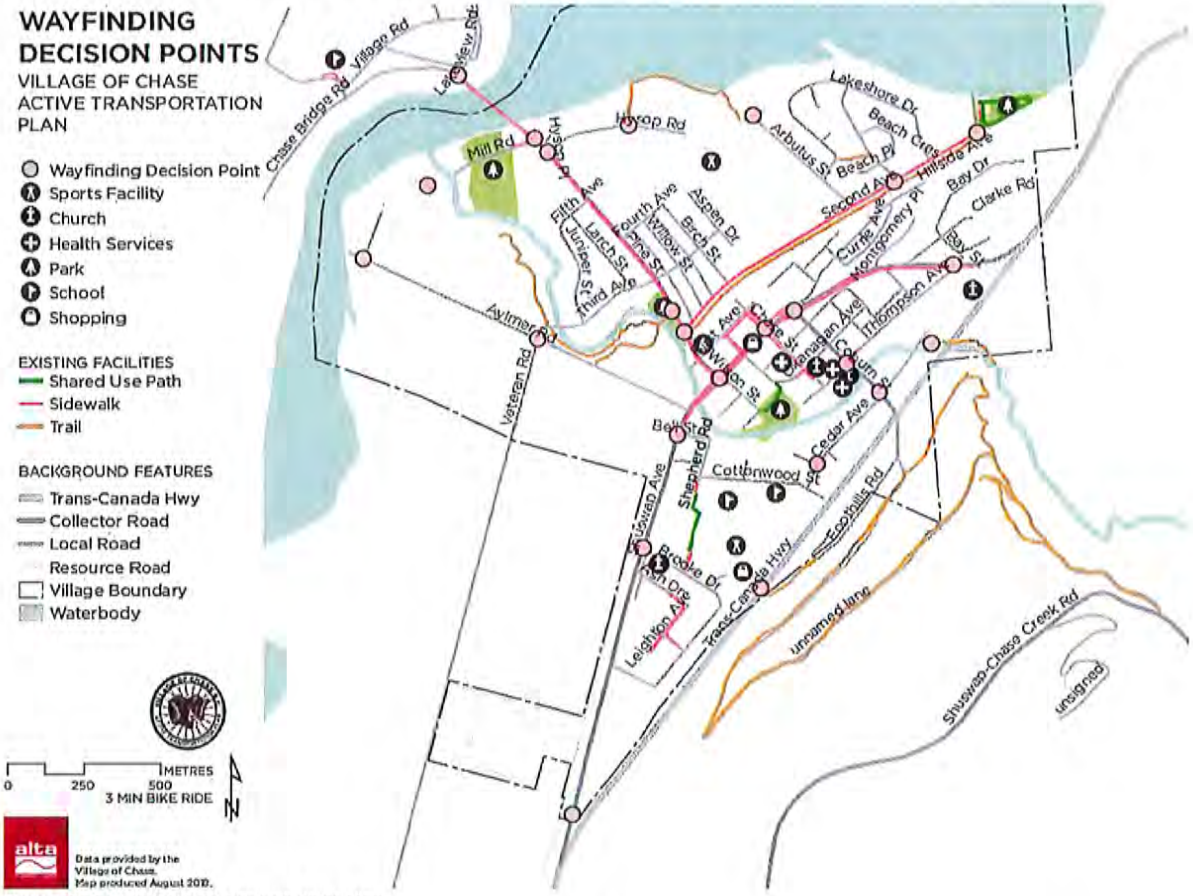


Figure 10. Destination and Decision Point Map

Recommendations

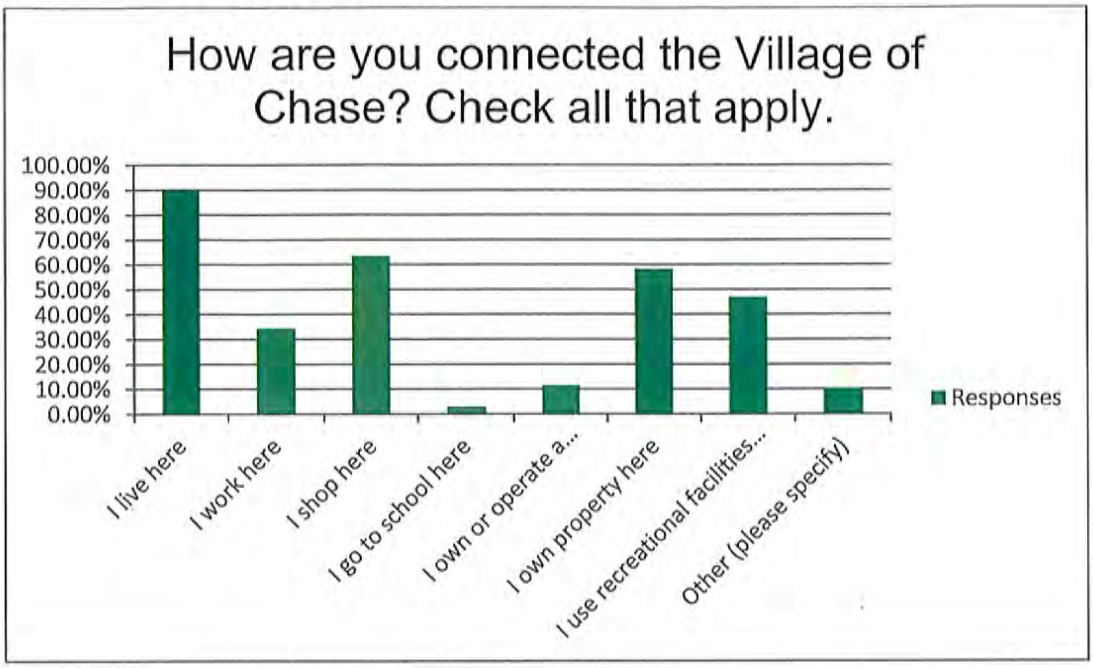
Together, the existing conditions, best practices, and design aesthetic development illustrate how wayfinding can be used to support tourism and economic development, and will assist staff in building a vision and business case for a comprehensive wayfinding strategy. An effective wayfinding system provides residents and visitors with a cohesive, intuitive experience by which to explore the local community, its services, and attractions. The Village of Chase has the opportunity to improve signage and navigation information to help residents and visitors easily reach their destinations. Wayfinding is an effective way to grow the Village's brand and support tourism in the area. Whether traveling by bicycle or on foot, improved navigation information helps people reach destinations. Clear, consistent, and predictable signage reduces anxiety and builds confidence in travel decisions, resulting in a smooth and easy journey.

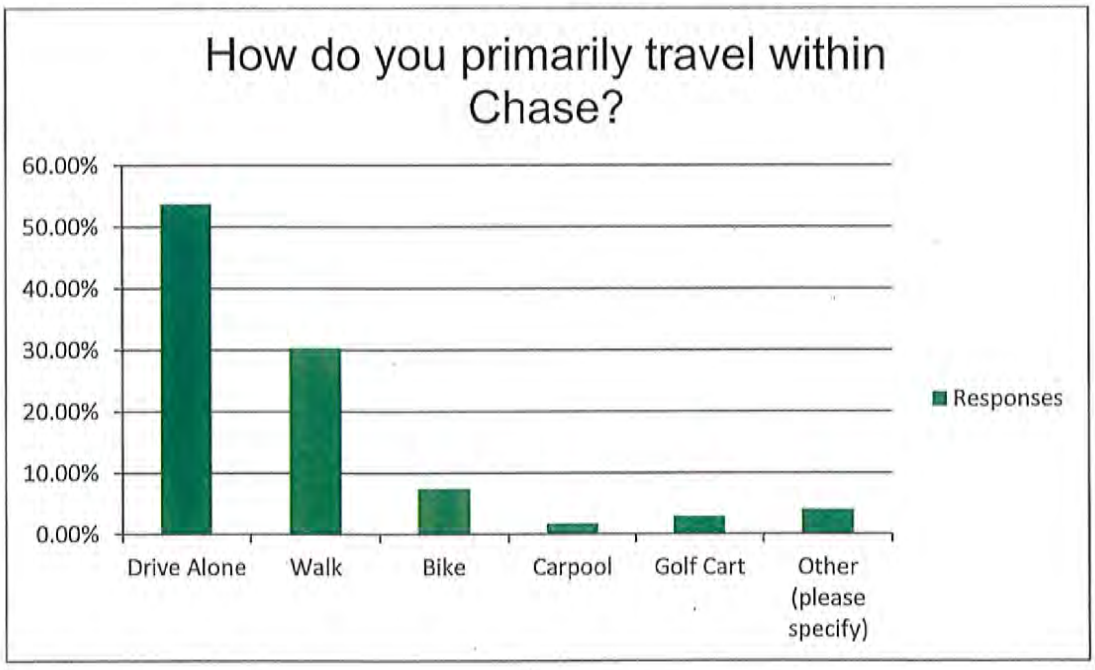
Appendix B. Survey Summary

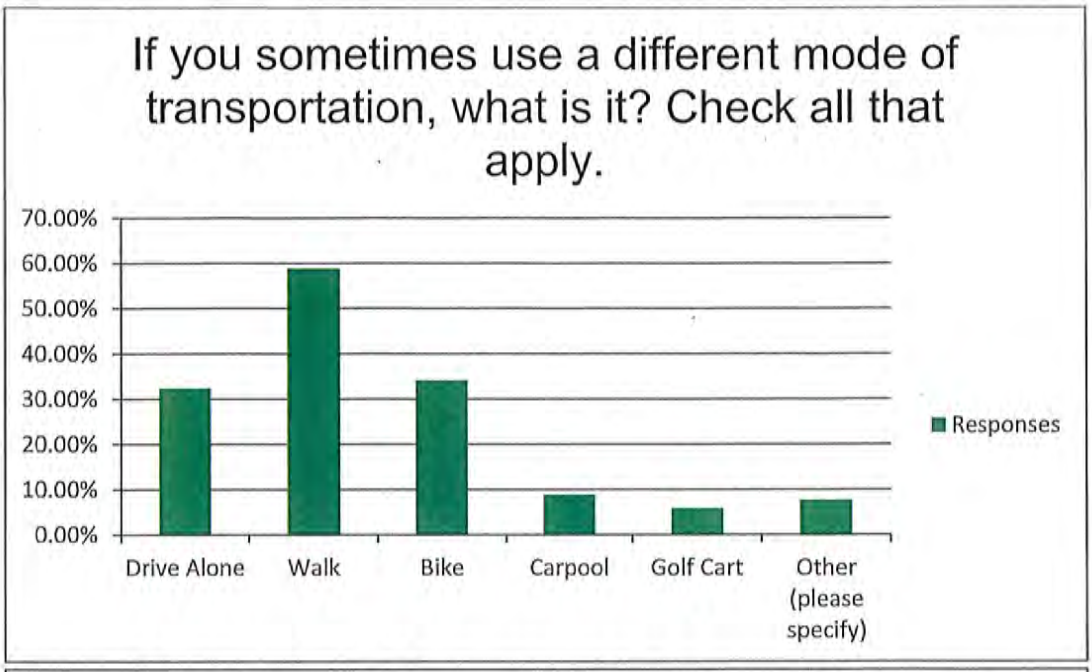
Appendix B. Survey Summary

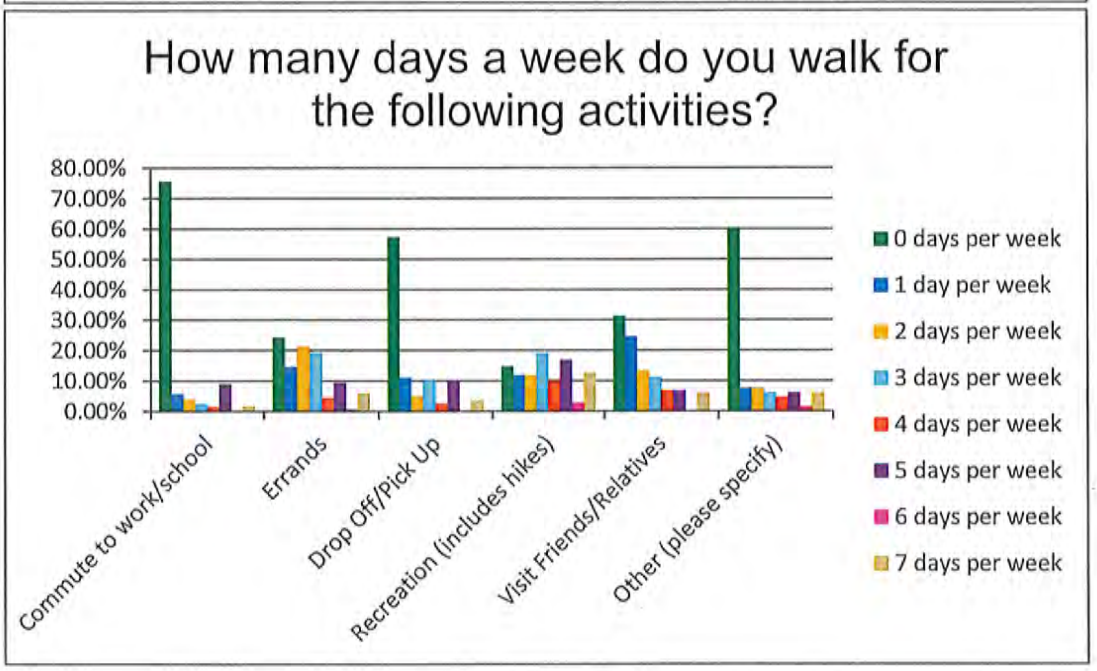
April, 2018 - September 3rd, 2018 Total

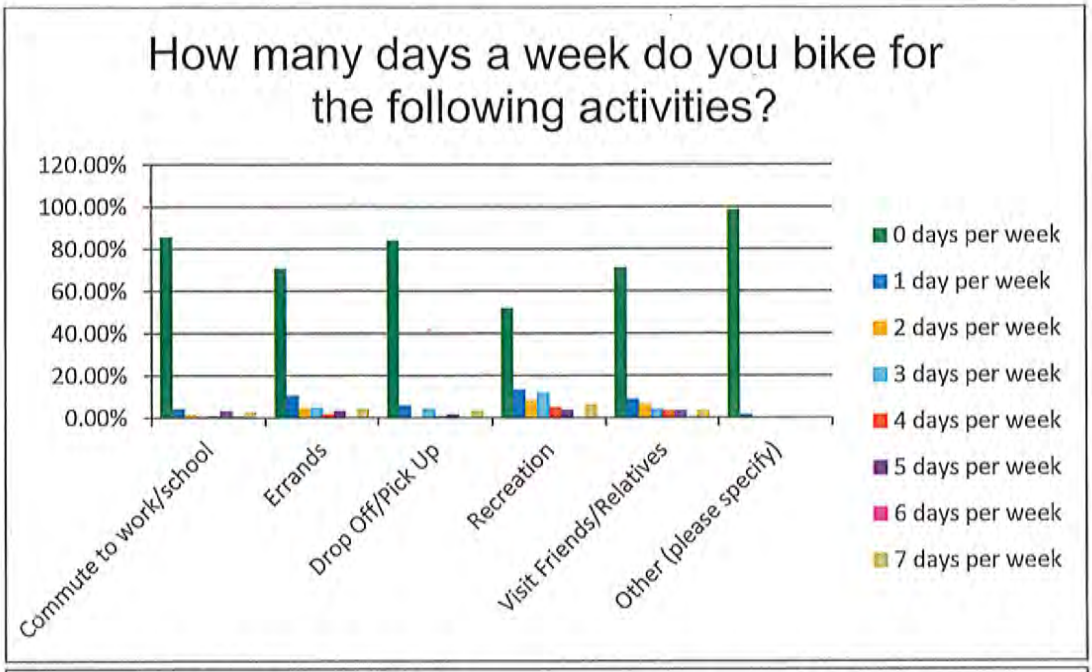
responses: 175

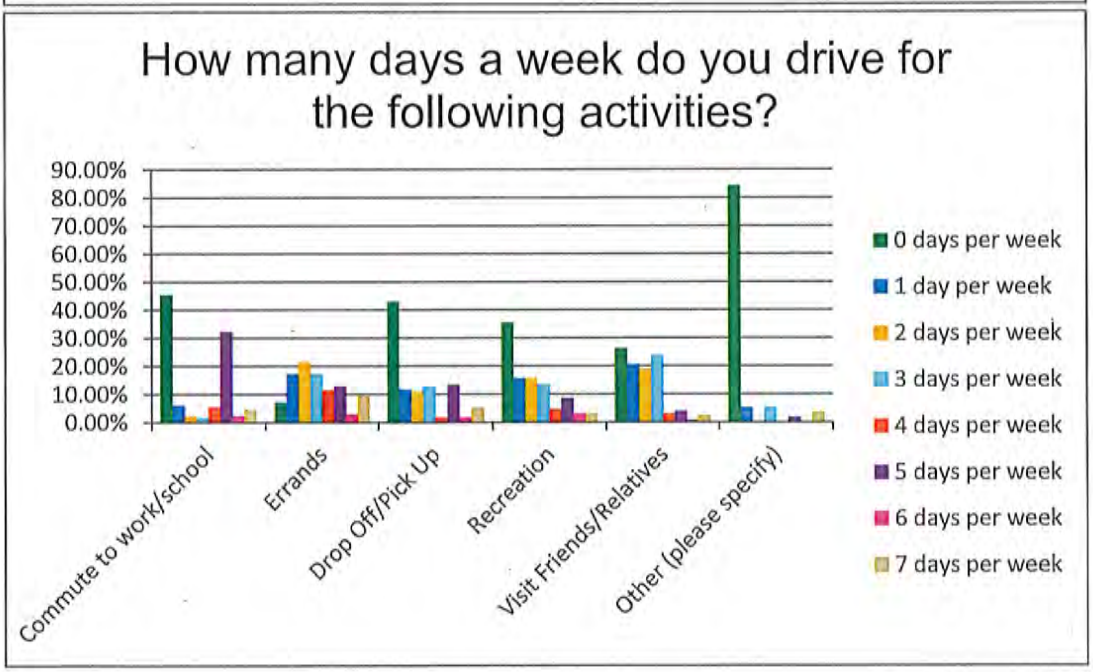


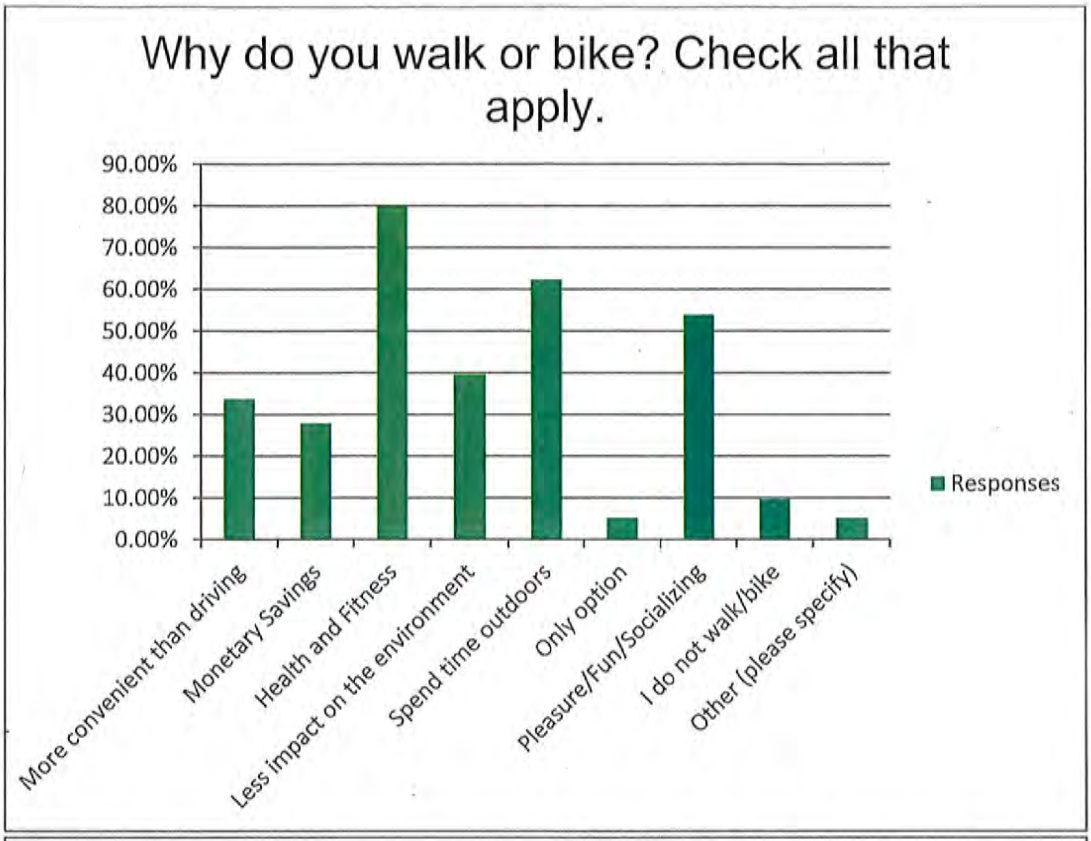


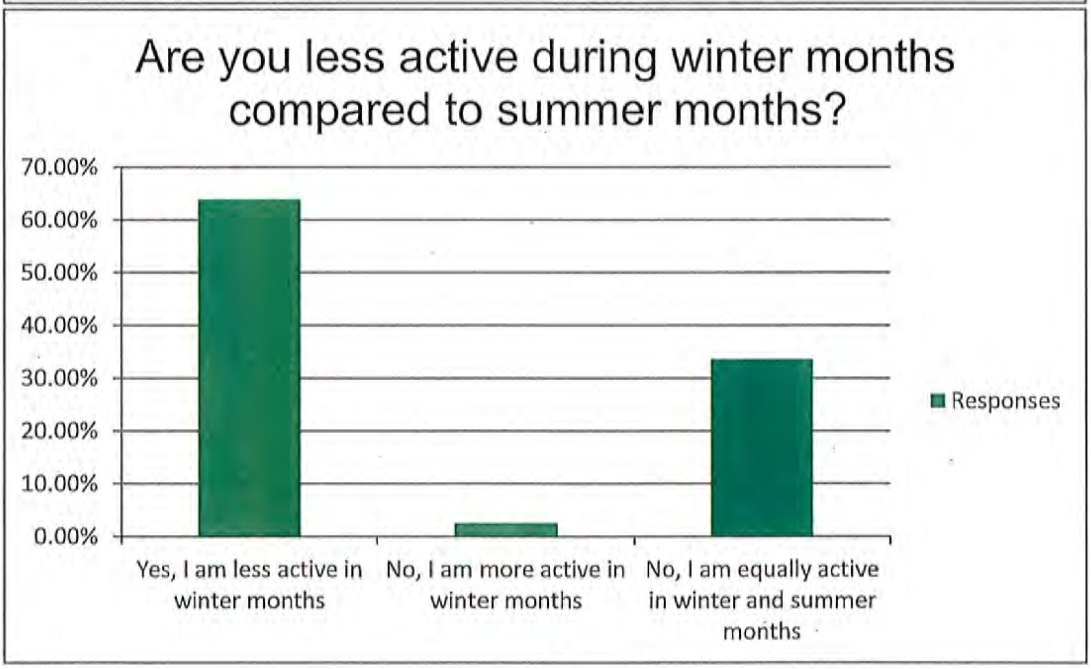

If you sometimes use a different mode of transportation, what is it? Check all that apply.
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
Drive Alone
Walk
Bike
Carpool
Golf Cart
Other (please specify)
Responses

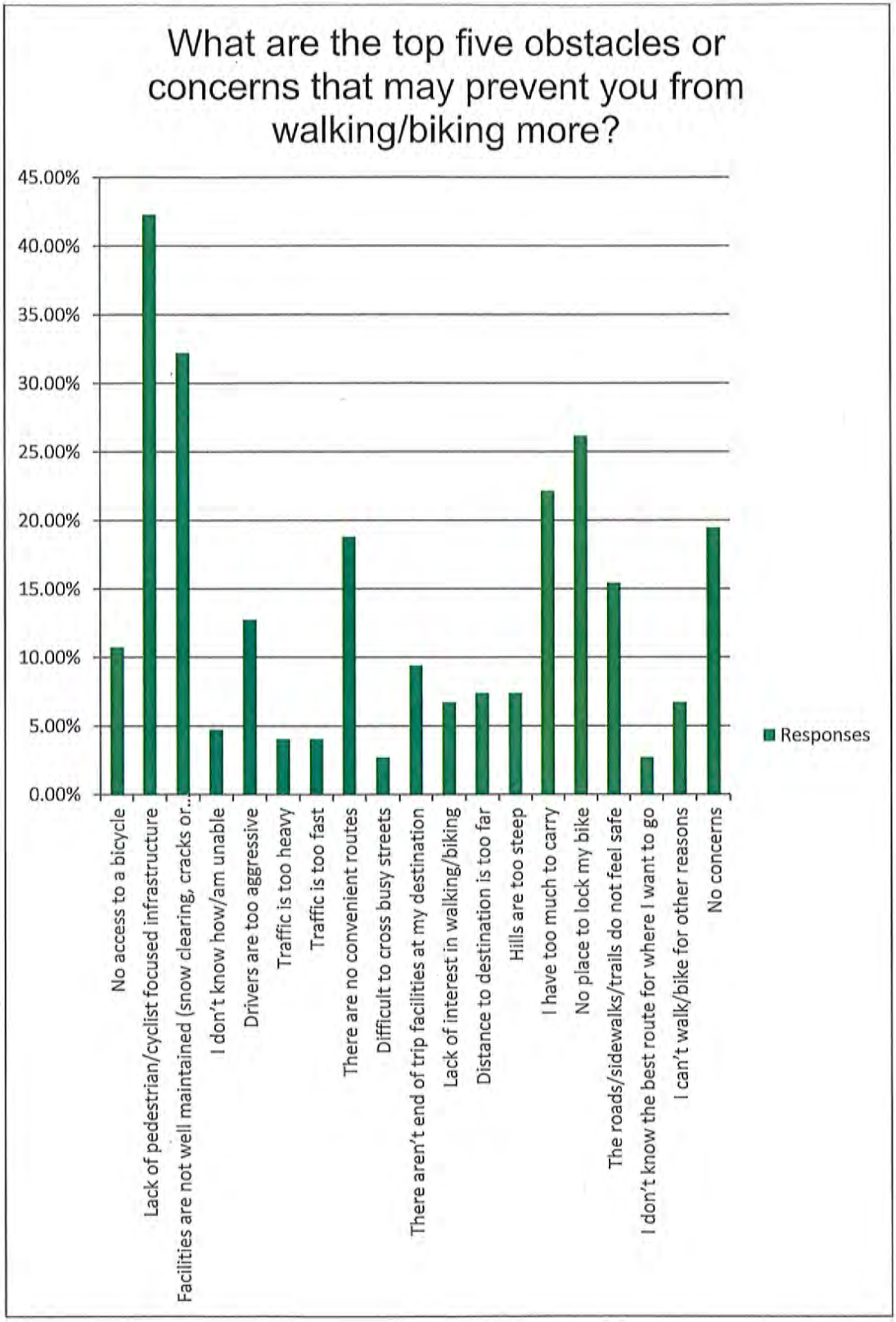

How many days a week do you walk for the following activities?
80.00%
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
Commute to work/school
Errands
Drop Off/Pick Up
Recreation (includes hikes)
Visit Friends/Relatives
Other (please specify)
0 days per week
1 day per week
2 days per week
3 days per week
4 days per week
5 days per week
6 days per week
7 days per week

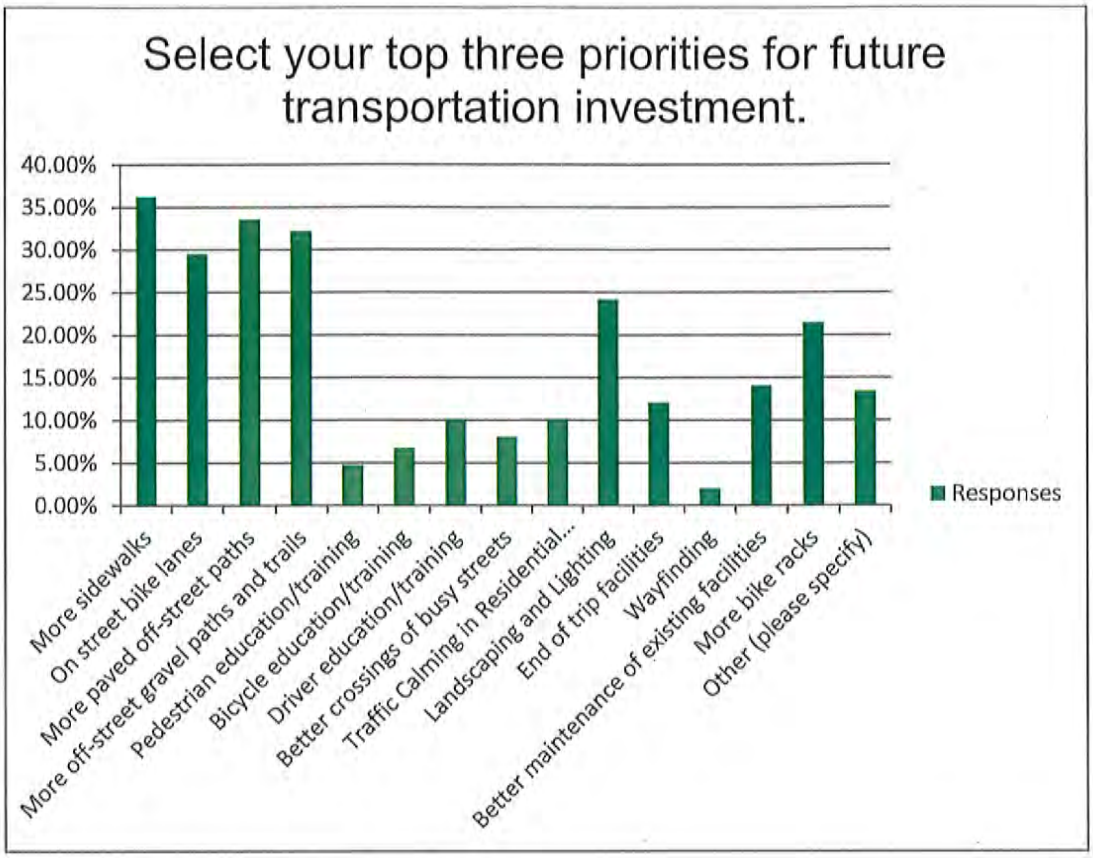

How many days a week do you bike for the following activities?
120.00%
100.00%
80.00%
60.00%
40.00%
20.00%
0.00%
Commute to work/school
Errands
Drop Off/Pick Up
Recreation
Visit Friends/Relatives
Other (please specify)
0 days per week
1 day per week
2 days per week
3 days per week
4 days per week
5 days per week
6 days per week
7 days per week

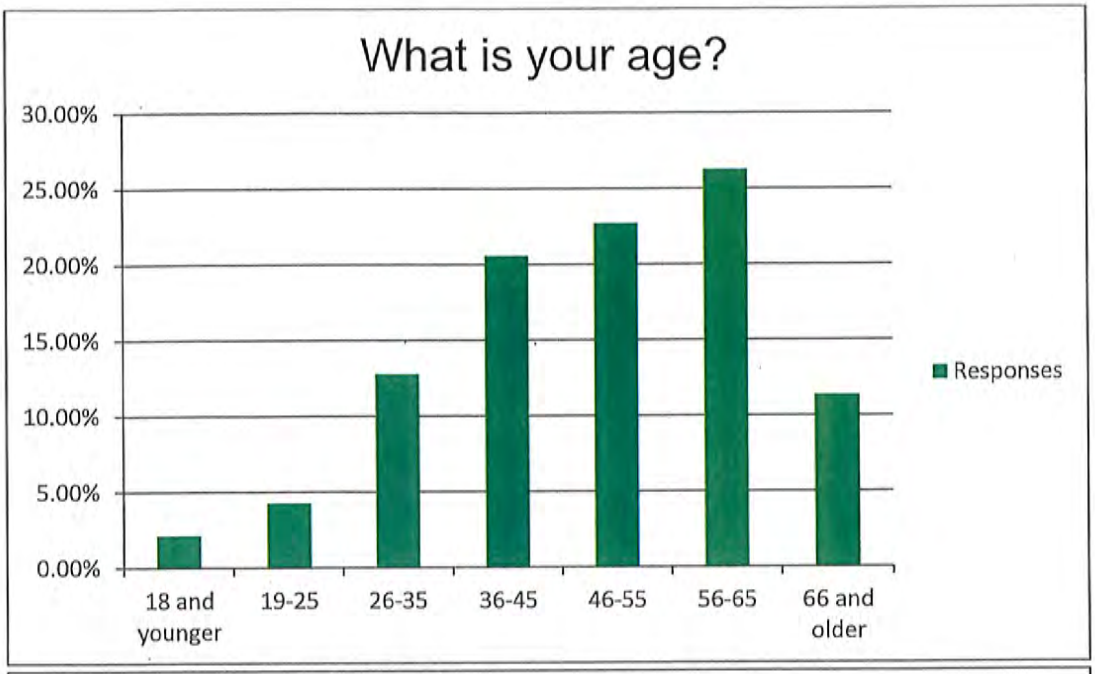

How many days a week do you drive for the following activities?
90.00%
80.00%
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
Commute to work/school
Errands
Drop Off/Pick Up
Recreation
Visit Friends/Relatives
Other (please specify)
0 days per week
1 day per week
2 days per week
3 days per week
4 days per week
5 days per week
6 days per week
7 days per week

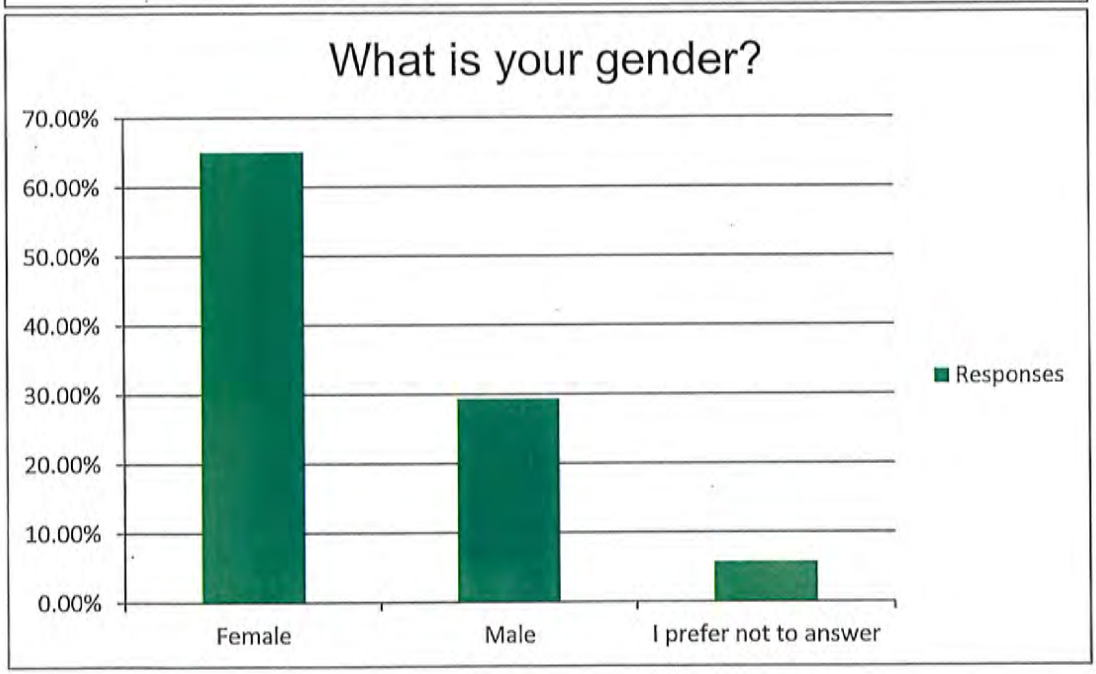

Why do you walk or bike? Check all that apply.
90.00%
80.00%
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
More convenient than driving
Monetary Savings
Health and Fitness
Less impact on the environment
Spend time outdoors
Only option
Pleasure/Fun/Socializing
I do not walk/bike
Other (please specify)
Responses


Are you less active during winter months compared to summer months?
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
Yes, I am less active in winter months
No, I am more active in winter months
No, I am equally active in winter and summer months
Responses


What are the top five obstacles or concerns that may prevent you from walking/biking more?
45.00%
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
No access to a bicycle
Lack of pedestrian/cyclist focused infrastructure
Facilities are not well maintained (snow clearing, cracks or...
I don't know how/am unable
Drivers are too aggressive
Traffic is too heavy
Traffic is too fast
There are no convenient routes
Difficult to cross busy streets
There aren't end of trip facilities at my destination
Lack of interest in walking/biking
Distance to destination is too far
Hills are too steep
I have too much to carry
No place to lock my bike
The roads/sidewalks/trails do not feel safe
I don't know the best route for where I want to go
I can't walk/bike for other reasons
No concerns
Responses


Select your top three priorities for future transportation investment.
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
More sidewalks
On street bike lanes
More paved off-street paths
More off-street gravel paths and trails
Pedestrian education/training
Bicycle education/training
Driver education/training
Better crossings of busy streets
Traffic Calming in Residential...
Landscaping and Lighting
End of trip facilities
Wayfinding
Better maintenance of existing facilities
More bike racks
Other (please specify)
Responses


What is your age?
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
18 and younger
19-25
26-35
36-45
46-55
56-65
66 and older
Responses


What is your gender?
70.00%
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
Female
Male
I prefer not to answer
Responses

Quotables:

Is there anything you think we need to know about active transportation in Chase?

- Rumbles on road by splash pool. Rumbles before stop signs. Playground area - Flashing lights get activated to warn drivers to slow down - rumbles are very good too. Do not put in bumps or dips!!
- Need better crosswalk from shuswap Ave. To bell street
- We live in an amazing community that would benefit Huge with walking trails all linked together.
- More trails please and bike path on hwy
- It would be nice if there were a paved path with solar lights all the way from the Petro Canada, and somehow connecting down 2nd Avenue to the park.
- Fix the problem of beach walking access for all residents - including dogs!!
- Travel on bike on the village sidewalks is frowned upon, however travel on the streets/avenues is sometimes downright dangerous due to (probably) driver attitudes, which includes excessive speed and agressiveness particularly along the main routes. I believe this driver-attitude is experienced everywhere as certainly the larger cities have similar complaints.
- The impediments in place on sidewalks in Town. Telephone poles, cables, etc. Safety mobility issues for senior elders.
- People drive too fast in residential areas
- It would be great to have a safe railway walking path crossing near the beach/playground that can somehow access upper Chase.
- I am greatly in favour of restoring the creekside trail all the way to the falls
- I frequently use the path beside the creek leading to Memorial Bridge. It is worn down and rocks are a tripping hazard. It would be great is bark mulch or some levelling material could be used to even out the path
- We definitely need to do something so that bikers and walkers have their own space, particularly in busier parts of our village.
- Fix or replace what already existed to connect one side of Chase to the other. Mainly the foot bridge across the creek from Elm Street to Wilson Park giving quicker and safer access to the Clinic and post office and other stores uptown for people who are on foot and for school children who walk or cycle from the east end of Chase and from across the train tracks on Pine Street, keeping them off the main streets once they cross Shuswap Ave.
- put in sidewalks on Brooke Drive.... Its a busy street and there is a fair bit of commercial trucks and it's not safe for children walking
- NEED WAY more lighting especially by the schools most of the time the street lights that are there are out
- The crosswalk in front of mountain view restaurant should have no parking beside it so motorists can actually see you there!
- I think a few benches down to beach and maybe an outhouse half way mark would be awesome
- Why isn't there trails along the lake for walking and biking?
- Allow everyone to access the beauty we have via walking trails around our waterways
- The location has exceptional opportunities for this project and would provide a valuable asset to the Village infrastructure.
- Just that it's much needed
- Needs to happen!

Appendix C. Proposed Project Table

Appendix C. Village of Chase Active Transportation Plan - Proposed Project Table

PROJECT NO.	NAME	FACILITY TYPE	LOCATION	PRIORITY	LENGTH (M)	NOTES
1	Shuswap Avenue	Shared Use Path	Trans-Canada Hwy to Aylmer Rd.	Medium	1385	
2	Aylmer Road	Shared Use Path	Shuswap Ave. to Path	Long	1209	
3	Chase Creek and River	Shared Use Path	Creek Path to Aylmer Rd.	Long	750	
4	Chase Creek Bridge at Riv	Shared Use Path	Mill Rd. to Creek Path	Long	166	
5	Hysop Road	Shared Use Path	Pine St. to River Path	Medium	295	
6	Hysop Road II	Shared Use Path	Hysop Rd. to Arbutus Pl	Long	458	
7	Arbutus Street	Sidewalk	Arbutus Pl to Second Ave.	Medium	478	
8	Lakeshore Drive	Sidewalk	Arbutus St. to Accessway	Medium	89	
9	Path Accessway	Ped Path	Beach Cres. to Lakeshore Dr.	Medium	75	
10	Cummings Street	Sidewalk	Second Ave. to Memorial Park	Short	45	
11	Railway Crossing	Shared Use Path	Second Ave. to Hillside Ave.	Long	57	Work with CP to develop bike/ped grade crossing
12	First Avenue	Sidewalk	First Ave. to Haldane St.	Short	71	Closing gaps in sidewalk network
13	Path Accessway	Ped Path	First Ave. to First Ave.	Medium	71	
14	Lakeshore Drive	Sidewalk	Arbutus St. to Second Ave.	Long	740	
15	Beach Drive	Sidewalk	Second Ave. to Accessway	Medium	120	
16	Path Accessway	Ped Path	Hillside Ave. to Montgomery Pl	Long	73	
17	Montgomery Place	Sidewalk	Shuswap Ave. to Accessway	Long	271	
18	Shuswap Avenue	Sidewalk	Coburn St. to Existing Sidewalk	Short	147	
19	Hillside Avenue	Sidewalk	Existing Sidewalk to Railway Crossing	Medium	492	
20	Pine Street	Sidewalk	Second Ave. to Skate Park Path	Short	68	
21	Thompson Avenue	Sidewalk	Willson Park to Coburn St.	Medium	209	
22	Chase Street	Sidewalk	Thompson Ave. to Existing Sidewalk	Short	43	Closing gaps in sidewalk network
23	Thompson Avenue	Sidewalk	Chase St. to Coburn St.	Short	44	Closing gaps in sidewalk network
24	Willson Park Bridge	Shared Use Path	Willson Park to Elm St.	Short	120	
25	Willson Park Trail	Ped Path	Aulin Ave. to Thompson Ave.	Short	221	
26	Okanagan Avenue	Sidewalk	Haldane Path to Existing Sidewalk	Short	75	
27	Coburn Street	Sidewalk	Trans-Canada Hwy to Thompson Ave.	Short	216	
28	Paquette Road	Mixed Traffic	Coburn St. to End	Medium	229	Mixed traffic facility TBD - see facility toolbox
29	Coburn Street	Sidewalk	Thompson Ave. to Shuswap Ave.	Short	259	
30	Haldane Street	Sidewalk	Okanagan Ave. to Shuswap Ave.	Short	135	
31	Shepherd Road and Bell S	Sidewalk	Shuswap Ave. to Existing Path	Short	289	
32	Cottonwood Street	Sidewalk	Shepherd Rd. to Cedar Ave.	Short	341	
33	Cedar Avenue	Sidewalk	Cottonwood St. to Coburn St.	Medium	400	
34	Chase Plaza and Arena	Shared Use Path	Shepherd Rd. to Chase Plaza Path	Short	223	General line, alignment done in future planning
35	Chase Plaza Path II	Shared Use Path	Chase Plaza Path to Plaza Access	Short	83	
36	Brooke Drive	Sidewalk	Leighton Pl to Plaza Access	Short	212	
37	Brooke Drive	Shared Use Path	Plaza Access to Shepherd Rd.	Short	164	
38	Ash Drive	Sidewalk	Shuswap Ave. to Ash Dr.	Medium	131	
39	Brooke Drive	Sidewalk	Shuswap Ave. to Shepherd Rd.	Short	177	
40	Pine Street	Bike Lane	Mill Rd. to First Ave.	Short	1065	Continue across Bridge in with Adam's Lake
41	Wilson Street	Sidewalk	Willson Park to Shuswap Ave.	Short	143	
42	Okanagan Avenue	Sidewalk	Shuswap Ave. to Bay Dr.	Long	144	
43	Lake Path	Shared Use Trail	River Path to Cummings St.	Long	884	
44	Veteran Road and Third A	Shared Use Path	Village Boundary to Pine St.	Medium	795	Work with TNRD to expand beyond Village
45	Third Avenue	Mixed Traffic	Pine St. to Aspen Dr.	Medium	259	Mixed traffic facility TBD - see facility toolbox
46	Thompson Avenue Access	Ped Path	Thompson Ave. to Thompson Ave.	Medium	63	

47	Chase Creek Path	Shared Use Path	Third Ave. to Pine St.	Long	498	
48	Aylmer Road to Creek Pat	Shared Use Path	Aylmer Rd. to Chase Creek Path	Long	284	Alignment to vary based on development plan
49	Second Avenue	Shared Use Path	Pine St. to Memorial Park	Medium	1139	
50	Path Accessway	Ped Path	Lakeshore Dr. to Beach Dr.	Medium	100	
51	River Path	Shared Use Trail	Hysop Rd. to Arbutus Pl	Long	558	
52	Chase Creek Path	Shared Use Path	Chase Creek Path (Third Ave.) to Chase C	Long	405	
53	Mill Road	Shared Use Path	Chase Creek River Bridge to Pine St.	Medium	204	
54	Scratchard Mtn to Falls Tr	Ped Path	Scratchard Mtn Trail to Chase Creek Falls	See Note	192	Planned MOTI improvements
55	Chase Creek Trail	Shared Use Path	Coburn St. to Chase Creek Falls Trail	See Note	274	Planned MOTI improvements
56	Juniper Street	Sidewalk	Third Ave. to Pine St.	Long	453	Recommended by Chase staff

Appendix D. Willson Park Bridge Project Sheet

Willson Park Bridge and Shared Use Path

A key short-term recommendation of the Chase Active Transportation Plan is the replacement of the bridge over Chase Creek in Willson Park. The project would also fund construction of paved shared use paths to connect the existing path through the park to Elm Street on the south side of the creek. This project is a key short-term recommendation for the following reasons:

- The project will create a more direct connection for people to walk and cycle from the south end of the Village to the downtown.
- Currently, people must cross the creek on Shuswap Avenue or Coburn Street. The Coburn Street bridge is constrained and does not have any pedestrian facilities which increases the potential for user conflicts.
- The project will create a safer route for children to walk and cycle to both Haldane Elementary and Chase Secondary located south of the creek.
- The site for the bridge has existing abutments and there is a right-of-way to Elm Street, creating an opportunity to quickly implement this project.

The photo above shows where the proposed project would connect to the existing shared use path through Willson Park. The bridge location is to the left in the photo at the tree line.

Project Features

The following elements should be included in the proposed project:

- A paved asphalt path through Willson Park from the existing path to bridge. The paved asphalt path will continue south from the other side of bridge to Elm Street.
- Construction of a new bridge on the site of the existing bridge abutments.
- Lighting along the path.

The photo above shows the bridge abutments from the old bridge site on the Willson Park side. This project would leverage the existing infrastructure.

Public Engagement

During public engagement for this plan, residents identified the need to replace this bridge. Many other residents commented on the bridge over the creek on Coburn Street as being inadequate and unsafe for pedestrians.

Network Considerations

The project ties into the existing shared use path in Willson Park. Another short-term priority project in the plan would construct sidewalks along Cedar Avenue and Cottonwood Street. These sidewalk projects would complete a network of pedestrian facilities to the schools on Cottonwood Street. A map showing the project location with existing and proposed active transportation facilities, as well as destinations, is included on the following page.

WILLSON PARK

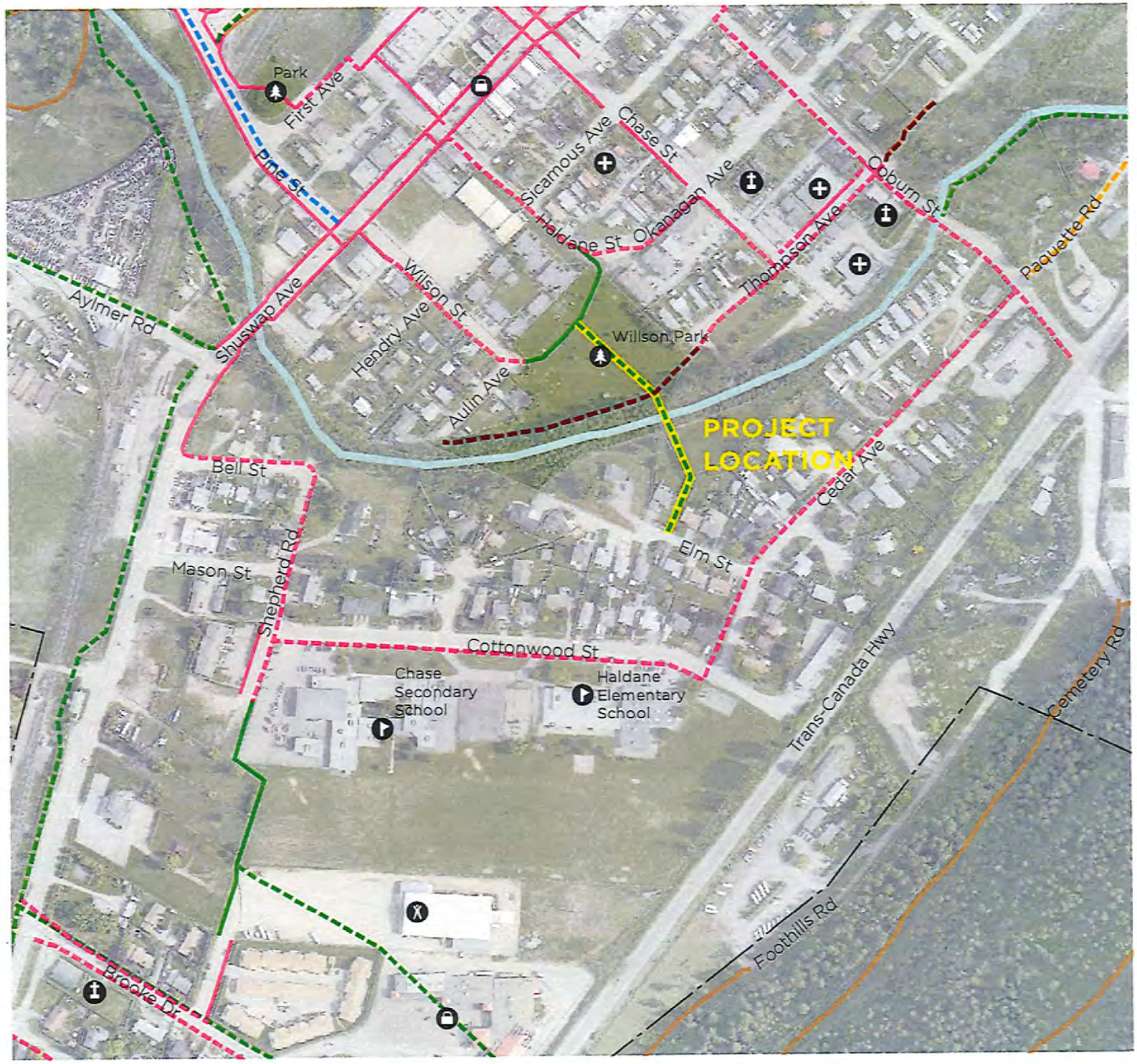
VILLAGE OF CHASE
ACTIVE TRANSPORTATION
PLAN

PROPOSED FACILTIES
- Sidewalk
- Ped Path
- Shared Use Path
- Shared Use Trail
- Bike Lane
- Mixed Traffic

EXISTING FACILITIES
- Sidewalk
- Shared Use Path
- Trail

DESTINATIONS
- Sports Facility
- Church
- Health Services
- Park
- School
- Shopping

BACKGROUND FEATURES
- Parks
- Property
- Village Boundary
- Waterbody



METRES
0 60 120

N

Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.

VILLAGE OF CHASE
Memorandum

Date: April 17, 2019

To: Mayor and Council

From: CAO

RE: Brief to House of Commons Standing Committee on Fisheries and Oceans Study of the Department of Fisheries and Oceans National Aquatic Invasive Species Program

---

The Village of Chase, situated in the Shuswap Lake Watershed, relies extensively on the watershed system for a number of supports including a safe water source for human and animal inhabitants of the region, a myriad of tourism activities, a thriving resource sector, sustainable development, and long standing culturally significant Indigenous resources.

The main reliance on the Shuswap Lake Watershed is for drinking water, a resource that continues to be threatened worldwide by population increases, contamination from various industry and agriculture, and threats from invasive species such as the Zebra and Quagga mussels. At the present time, the Shuswap Watershed has not been invaded by the Zebra and Quagga mussels, however if prevention is not fully funded and supported, in time, the Shuswap Watershed will be disastrously affected as will all water and sewer infrastructure, private and public moorage and other infrastructure on or related to the water sources from the Shuswap Watershed.

Not only is good quality water a high priority for our community and the surrounding region, our economy is tied to the watershed in many ways. Forestry and fishing continue to sustain many Indigenous and non-Indigenous families and individuals in our region. The threat of aquatic invasive species is very real, and very serious for a large proportion of our region's resource economy.

As is known by many folks in Canada, British Columbia's Shuswap Region is a beautiful, pristine, mountainous area full of clean lakes and streams, supporting a myriad of flora and fauna, providing resources for nature and humans alike. Life in the Shuswap Watershed means bountiful resources not only to the region but to areas outside the region. The risk of these aquatic invasive species into the Shuswap Watershed is very serious, and will, if not prevented, be economically costly and deleterious to human and animal health.

Prevention of these invasive species is paramount, and it is of utmost urgency for the Department of Fisheries and Oceans. The Village of Chase urges the House of Commons Standing Committee on Fisheries and Oceans to ensure that the National Aquatic Invasive Species Program continues to be funded and properly administered throughout all of Canada, to ensure the protection of health, water sources for life sustainability, a wide variety of economic interests and cultural sustainability.

VILLAGE OF CHASE
Administrative Report

TO: **Mayor and Council**

FROM: **CAO**

DATE: **April 12, 2019**

RE: **Chase Hamper Society – Request for Grant-in-Aid for Use of Community Hall in November and December 2018**

ISSUE/PURPOSE

To obtain a decision from Council regarding the Hamper Society's request for a Grant-in-Aid for the Use of the Community Hall in November and December 2018.

HISTORY/BACKGROUND

On November 9, 2019, the Village received a letter from the Chase Hamper Society written to Mayor and Council asking for a grant-in-aid for the use of the main hall, Rooms A, B, and C and the kitchen for preparing the Christmas Hampers for 2018 and for operating the Community Toy Shop.

Council received a report from Administration at its meeting of November 27, 2019 that included the letter (which is attached to this report) and a summary of costs that would be charged for any not-for-profit entity for the usages requested:
The Village's fees and charges bylaw, specifically applicable to the Community Hall, states that in the case where the Community Hall is booked and used by a non-profit entity, non-profit rates apply.

Main Hall – Registration for Families in Need of Christmas Food Hampers

November 13, 2018	2 hours	Non-Profit Rental Rate	$40
November 26, 2018	2.5 hours	Non-Profit Rental Rate	$60
December 10, 2018	3.5 hours	Non-Profit Rental Rate	$80
			$180

Room C – Chase Community Toy Shop
November 12 through December 19, 2018 – exclusive use – Non-Profit Rental Rate – $2280

Rooms A & B, Kitchen – Prepare Christmas Hampers
December 16-19, 2018 – exclusive use – Non-Profit Rental Rate - $700

After discussion of the Administration report and the letter from the Hamper Society, Council passed the following resolution:

> ***"That Administration request a current financial statement from the Chase Christmas Hamper Society to accompany their grant-in-aid request."***

Administration is now in receipt of financial information from the Hamper Society. As Council is likely aware, the Society was the recipient of a large cash donation in 2018, which was earmarked for refrigerators and a vehicle to transport goods to recipients of the program.

The financial statement attached shows expenses and donations for 2018. At the end of 2018, while the Toy Shop funds were in a deficit position (-$2020.91) the Food Bank account showed a balance of $20,955.75.

OPTIONS

1. Require the Hamper Society to pay all costs associated with their use of the Community Hall in December 2018 pursuant to the Village's non-profit fee Schedule as per Council's Fees and Charges Bylaw.

2. Require the Hamper Society to contribute towards a portion of the costs associated with their use of the rooms at the Community Hall in December 2018. Any unpaid portion could be paid by a Council grant-in-aid.

3. Provide a grant-in-aid to cover the rental costs associated with the Toy Shop.

4. Some other option determined by Council.

POLICY IMPLICATIONS

The Chase Hamper Society provides a valuable service to the community and surrounding areas as do many other not-for-profit groups such as the Rotary, the Lions, and Citizens on Patrol to name a few. While considering providing the usage of the hall at reduced or no cost, the consideration should then be extended to other non-profit users. A more equitable approach may be to review the not-for-profit rental rates for the Community Hall.

FINANCIAL IMPLICATIONS

Any grant-in-aid approved will be expended from the 2019 grant-in-aid budget.

RECOMMENDATION

Council direction is requested.

Respectfully submitted,

CHASE HAMPER SOCIETY
P.O. BOX 137
Chase, B.C.
V0E 1M0

PROUD MEMBER OF

FBBC

PROUD AFFILIATE MEMBER OF

Food Banks Canada / Banques alimentaires Canada

March 26, 2019

Village of Chase
826 Okanagan Ave.
Chase, B.C.
V0E 1M0

Dear Mayor and Council

Village of Chase Policy Manual ADM-31 Grant-In-Aid

The Chase Hamper Society is writing this letter to request a Grant in Aid for fiscal year 2018.

Charges incurred for the 2018 Christmas Hamper season for usage of space at the Chase Community Hall.

These days were Christmas Hamper registration days (main hall – half day only x 3 days), the Chase Community Toy Shop (room C – mid November to mid-December) rooms A, B and the kitchen for Christmas Hamper setup and distribution for four days.

The Chase Hamper Society has attached financial statement for 2018. The Chase Hamper Society has a Community Emergency Fund which are funds set aside to assist communities in the event of major fires, floods, health related issues such as clean water, etc. This fund is not to be used for operation of the food bank as per Rules of Governance, Section 4.

The Chase Hamper Society operates solely on donations and does not fundraise. These donations are made generally at year end, however the Chase Hamper Society provides food year round. Funds are kept available to meet those needs even when donations may not be forthcoming.

The Chase Hamper Society would ask that mayor and council review this request.

RECEIVED
Village of Chase
APR - 1 2019
Original
File
Copy
Agenda

Sincerely,

Maureen MacDonald
Chair, Chase Hamper Society
Tel: 250-682-6155

cc: MLA, Todd Stone Kamloops South Thompson Constituency

Thank you for Helping Us Help Others

EXPENSES	DONATIONS
$ 600.00	$ 216.43
$ 89.60	$ 1,700.00
$ 25.92	$ 2,600.00
	$ 254.80
$ 29.47	$ 27.25
$ 425.93	$ 5,500.00
	$ 200.00
$ 10.50	$ 1,000.00
$ 138.60	$ 192.00
$ 796.00	$ 500.00
	$ 50.00
$ 275.38	$ 311.55
$ 134.40	$ 250.00
$ 44.80	$ 630.00
$ 315.01	$ 100.00
$ 29.47	$ 50.00
	$ 750.00
$ 36.79	
$ 35.00	$ 20.00
$ 370.83	
$ 224.02	$ 1,850.00
	$ 5,000.00
$ 162.72	$ 280.60
$ 296.55	$ 125.00
$ 630.00	$ 3,000.00
$ 262.50	$ 225.00
$ 100.00	$ 3,500.00
$ 30.91	$ 50.00
$ 30.00	$ 100.00
$ 30.37	$ 100.00
$ 134.40	$ 100.00
$ 223.09	$ 100.00
$ 168.04	$ 700.00
$ 109.80	$ 250.00
$ 138.60	$ 1,188.65

	Expenses	Donations	Balance @ year end
Food Bank (Hamper Society)	$ 17,905.53	$ 38,861.28	$ 20,955.75
Toy Shop	$ 3,874.56	1853.65	-$ 2,020.91

			$	1,000.00	
$	386.43		$	2,337.00	
$	103.29		$	103.00	
$	440.11		$	1,200.00	
			$	3,300.00	
$	52.28				
$	89.99				
$	24.80				
$	59.63				
$	39.53				
$	80.05				
$	25.00				
$	273.24				
$	62.36				
$	694.09				
$	58.16				
$	129.35				
$	11.82				
$	29.98				
$	840.00				
$	17.70				
$	150.75				
$	37.88				
$	8,354.39				
$	46.00				
$	17,905.53	foodbank	$	38,861.28	foodbank
$	15.68		$	1.20	
$	1,464.88		$	1,850.00	
$	2,394.00		$	1.36	
			$	2.29	
$	3,874.56	toy store	$	1,853.65	toy store

Chase Hamper Society
PO Box 137
Chase, BC
V0E 1M0

November 2, 2018

Dear Mayor and Council,

The Chase Hamper Society is writing to request a grant in aid for the use of the main hall, Rooms A, B, C and the kitchen for the filling and distribution of the Christmas Hampers and operating the Community Toy Shop to members of the community.

Main Hall
November 13, 2018 5-7pm
November 26, 2018 12:30-3pm
December 10, 2018 4:30-8pm
This room is used to register families in need of a Christmas Food Hamper. We pack approximately 160 hampers each year.

Room C – November 12-December 19, 2018
This room gets set up and has to stay set up for the duration of this time to facilitate the Chase Community Toy Shop. This allows parents and grandparents, who have custody of their grandchildren, to access brand new toys for their children when they register for a Christmas Hamper. We gift over 100 children each year. This toy shop is made possible by the generous donations of toys from the community.

Rooms A & B, Kitchen
December 16-19, 2018
These are the rooms we use to set up, fill and distribute the Christmas Food Hampers. The kitchen is used to keep us full of caffeine to get the job done and to feed our volunteers lunch.

Once again, we are asking for a grant in aid to cover the costs of supporting the community and helping everyone provide the best possible Christmas for their families.

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

Sincerely,

Brandi Nakazawa

Brandi Nakazawa, Chair
Chase Hamper Society

VILLAGE OF CHASE
Administrative Report

TO: Mayor and Council

FROM: Corporate Officer

DATE: November 22, 2018

RE: Chase Hamper Society – Request for Grant-in-Aid

ISSUE/PURPOSE

The Chase Hamper Society has requested the use of the Community Hall (various rooms) on a number of dates for the filling and distribution of the Christmas Hampers and operating the Toy Shop.

As has been recently discussed by Council, while a grant-in-aid policy has not yet been fully developed and brought forward for Council consideration, Council has discussed the importance of treating all entities in Chase that apply for funding assistance equitably – that is, requiring the same information from all entities to accompany their requests for funding.

OPTIONS

1. **Request the Chase Hamper Society provide financial information to Council in conjunction with their request for a grant-in-aid to cover the costs of the Community Hall prior to a decision being made about the grant.**

2. **Provide a grant-in-aid to cover the some or all of the costs associated with the specific Hall uses for the Christmas Hamper initiative.**

3. **Require the Society to pay all the costs (at not-for-profit rates) associated with their use of the Hall.**

DISCUSSION

The Chase Hamper Society, like so many other not-for-profit community service organizations in Chase, provides a valuable service to a segment of the local area's population. The Hamper Society requires additional space over and above their lease area during the weeks leading up to Christmas.

The Village's fees and charges bylaw, specifically applicable to the Community Hall, states that in the case where the Community Hall is booked and used by a non-profit entity, non-profit rates apply.

The Hamper Society's request for usage and associated *not-for-profit* usage rates are as follows:

Main Hall

November 13, 2018	2 hours	Non-Profit Rental Rate	$40
November 26, 2018	2.5 hours	Non-Profit Rental Rate	$60
December 10, 2018	3.5 hours	Non-Profit Rental Rate	$80
			$180

Room C

November 12 through December 19, 2018 – exclusive use – Non-Profit Rental Rate – $2280

Rooms A & B, Kitchen

December 16-19, 2018 – exclusive use – Non-Profit Rental Rate - $700

FINANCIAL IMPLICATIONS

Earlier in 2018, the Hamper Society requested from Council and was granted $630 to cover the cost of their annual lease for their year-round exclusive use of a portion of the Community Hall.

The non-profit rates for Community Hall usage is a reduced rate to assist not-for-profit users. In the current case, the total grant-in-aid request is valued at $3160. Council's grant-in-aid budget has approximately $5800 remaining for 2018.

Other grants awarded this year include:

- Citizens on Patrol - $1500
- Team Chase - $250
- Chase Lions – 50th year dinner - $250
- Working Together Pow Wow - $250
- Chase Literacy Program - $500
- Kamloops YMCA-YWCA – Youth at Risk Program - $600
- Cops for Kids - $200

POLICY IMPLICATIONS

It is not disputed that the Hamper Society provides a valuable service to the community, as do a wide variety of other service groups such as the Lions Club, Chase Rotary, Citizens on Patrol, Creekside Seniors, the Chase Branch of the Legion, Team Chase, Chase Literacy Program and a number of others.

The current rental rates for the Community Hall reflect a lower cost for not-for-profit groups, recognizing the contributions these groups make to our community.

Council may wish to request financial information from the Hamper Society before considering providing a grant-in-aid.

RECOMMENDATION

Council direction is requested.

Respectfully submitted,

Approved for Council Consideration by CAO

NOT FOR PROFIT USERS

Schedule "H" to
Village of Chase Fees and Charges Bylaw No. 820 - 2016

RENTAL FEES:

Upper Hall – Day*	125.00 (maximum 8 hours)
Upper Hall – Half Day*	82.50 (maximum 5 hours)
Upper Hall – Hourly*	20.00 per hour
Dance/Entire Hall	300.00 (from 5:00 p.m. Friday to 5:00 p.m. Sunday)
Memorial / Funeral	37.50 per event
Room A - Day	75.00 (maximum 8 hours)
Room A - Half Day	50.00 (maximum 5 hours)
Room A - Hourly	12.50 per hour
Room B - Day	60.00 (maximum 8 hours)
Room B - Half Day	42.50 (maximum 5 hours)
Room B - Hourly	10.00 per hour
Room C - Day	60.00 (maximum 8 hours)
Room C - Half Day	42.50 (maximum 5 hours)
Room C - Hourly	10.00 per hour
Kitchen (dishes only)	25.00 per event
Full Kitchen (downstairs)	40.00 per event
Table Cloths**	No Charge
Chair Linen**	No Charge
PA System	No Charge
Audio Visual Equipment	No Charge

* Includes use of bar at no additional charge

**A charge 0f $5.00 per linen / cloth will apply if they are unreasonably soiled

Events that do not have a cover charge and are for the sole benefit of residents of the community (Remembrance Day, Pancake Breakfasts, Children's Health Fair, etc) will not be required to pay to use the Hall, however, normal booking procedures will apply. These requests will be approved at the discretion of Senior Management.

ADDITIONAL FEES:

Damage Deposit	No Charge
Key deposit	50.00 per event or 25.00 per key for long term users
Cleaning Charges	60.00 per hour plus 15% administration fee (in the event users do not clean to the standard discussed in the initial walkthrough)

CANCELLATION FEES:

More than 30 days before event	No Charge
15 – 30 days before event	No Charge
Less than 15 days before event	10% of total charge

The Chase Lions Club use of the Hall for Bingo, meetings in Room B and storage of supplies is covered under a separate agreement. Other users groups utilizing storage is also covered under a separate agreement.

9.9 Chase Hamper Society – Request for Grant-In-Aid
Moved by Councillor Maki
Seconded by Councillor Scott
"THAT Administration request a current financial statement from the Chase Christmas Hamper Society to accompany their grant-in-aid request." CARRIED #2018/011/27_018

9.9 Chase Hamper Society – Request for Grant-In-Aid Pages 28-31
Report from the Corporate Officer

Council direction is requested.

Village Of Chase
Administrative Report

TO: **Mayor and Council**

FROM: **Corporate Officer**

DATE: **17 April 2019**

RE: **Zoning Amendment Bylaw 871-2019 – 609 3rd Avenue**

ISSUE/PURPOSE

To amend Zoning Bylaw 683-2006 by changing the zoning designation at 609 3rd Avenue from R-1, Low Density Residential to R-1SS, Low Density Residential Secondary Suite.

OPTIONS

1. Accept the application and process the application as recommended

2. Do not accept the application

Council has the option to not accept the application. If Council chooses to not accept the application the applicant will be informed that the application was refused. Alternatively, Council can accept the application, proceed with consideration of an amendment to the bylaw, and hold a Public Hearing on the matter. This is the recommended option.

HISTORY/BACKGROUND

There is an active Business Licence at 609 3rd Avenue for short-term rentals. The Applicant now intends to legalize the secondary suite in accordance with AirBnB rules, and Village bylaws. A secondary suite can only be permitted through a zoning amendment.

DISCUSSION

Included in this Report to Council is:
- Zoning Amendment Bylaw 871-2019
- Application for a land use amendment
- Property Information Report
- Public notification map indicating adjacent properties within 50m.
- Site Plan

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

Section 460 of the *Local Government Act* regulates amendments to land use bylaws. Section 464 of the *Local Government Act* states that a Public Hearing is necessary on all land use amendments. Furthermore, all property owners within 30m of the subject property will be notified of the pending application in advance of any Public Hearing. There is also a requirement to advertise in local newspapers.

The use of land is regulated by the Local Government, specifically the Zoning bylaw and the Official Community Plan (OCP). The proposed residential use of the land is consistent with Chase's OCP particularly Section 2.3.2 where "*It is an objective of Council to promote the provision of more rental housing. Secondary suites will be encouraged*", and Section 2.3.4 where "*It is an objective of Council to consider secondary suites in areas designated General Residential on Schedule B – Land Use Map.*"

The Village's Zoning Bylaw 683-2006 now permits secondary suites for the purposes of short-term rentals.

RECOMMENDATION

THAT the zoning amendment application for 609 3rd Avenue be accepted, and staff be directed to process the application; and,

THAT the Village of Chase Zoning Amendment Bylaw 871-2019 be read a first time;

THAT the Village of Chase Zoning Amendment Bylaw 871-2019 be read a second time;

THAT the Village of Chase Zoning Amendment Bylaw 871-2019 be submitted to Public Hearing.

Respectfully submitted,

Approved for Council Consideration by CAO

Joni Heinrich

VILLAGE OF CHASE
BYLAW NO. 871 - 2019

A BYLAW TO AMEND THE VILLAGE OF CHASE ZONING BYLAW NO. 683 - 2006

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Zoning Bylaw No. 683 – 2006;

AND WHEREAS the Council of the Village of Chase deems it necessary to amend Bylaw No. 683;

AND WHEREAS the zoning amendment conforms to the Village of Chase Official Community Plan Bylaw No. 635, 2002 as amended from time to time;

AND WHEREAS the Council of the Village of Chase has held a Public Hearing pursuant to the *Local Government Act*;

NOW THEREFORE, the Council of the Village of Chase in open meeting assembled enacts as follows:

1. This Bylaw shall be cited for all purposes as "Village of Chase Zoning Amendment Bylaw No. 871- 2019".

2. Schedule A, *Zoning Map*, of Zoning Bylaw No. 683-2006, is hereby amended by changing the land use designation on Lot G, District Lot 517, Plan KAP28697 Kamloops Division Yale District (609 3rd Avenue) from "R-1 Low Density Residential" to "R-1SS Low Density Residential Secondary Suite as shown outlined in heavy red line on Schedule "A" attached hereto and forming part of this bylaw."

READ A FIRST TIME THIS _ DAY OF, **2019**

READ A SECOND TIME THIS _ DAY OF, **2019**

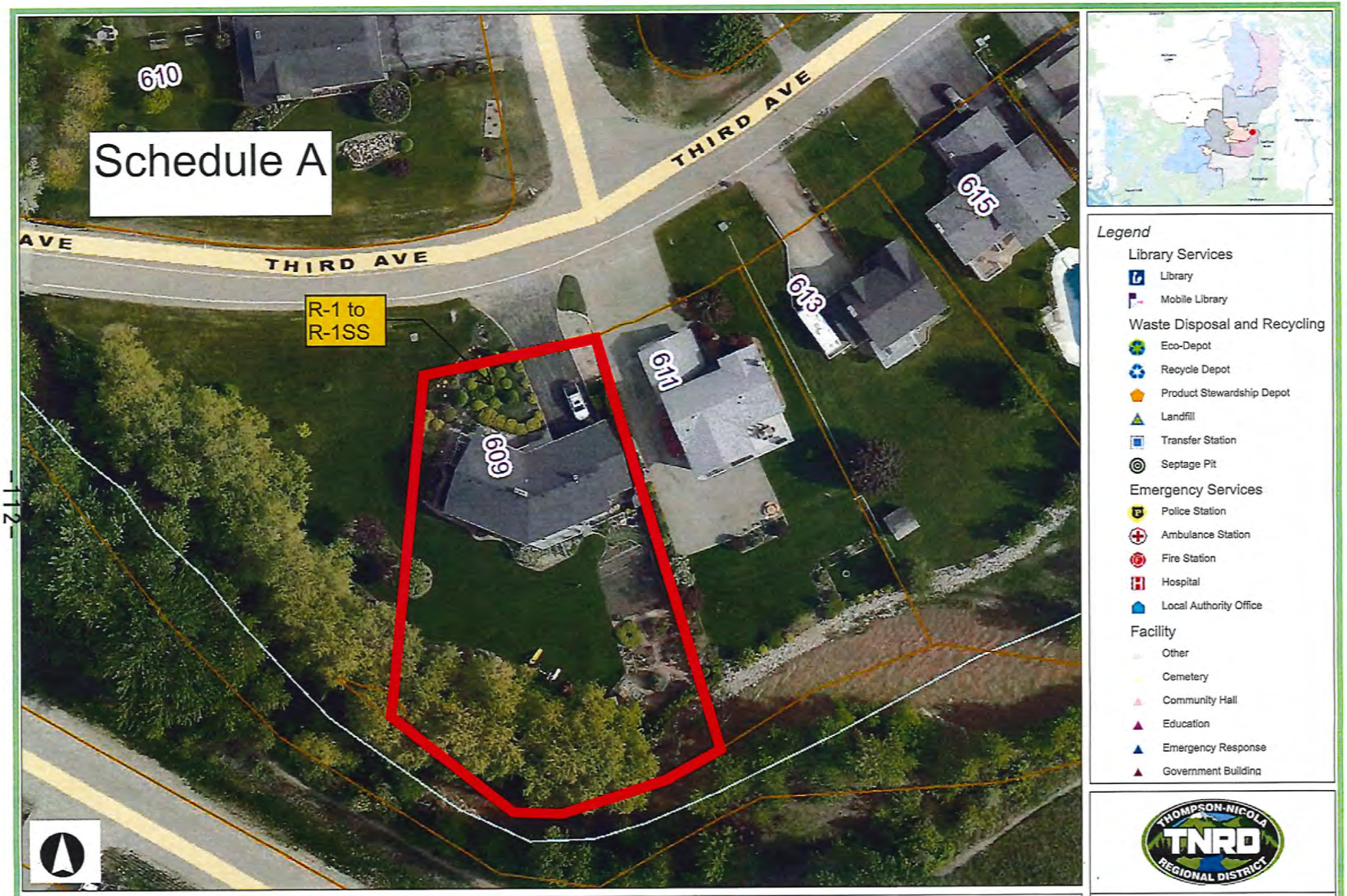
PUBLIC HEARING HELD THIS _ DAY OF, **2019**

READ A THIRD TIME THIS _ DAY OF, **2019**

ADOPTED THIS _ DAY OF, **2019**

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Legend

Library Services
- Library
- Mobile Library

Waste Disposal and Recycling
- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit

Emergency Services
- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office

Facility
- Other
- Cemetery
- Community Hall
- Education
- Emergency Response
- Government Building

0.1 0 0.03 0.1

Kilometers

1: 1,128

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

April 17, 2019

Author:

VILLAGE OF CHASE

Application for Zoning Bylaw and/or Official Community Plan Amendment

1. Registered property owner's name, address and telephone number
609 3rd Ave, Box 439, Chase, BC, V0E 1M0
MARVIN QUIRING, VALERIE BEST (250) 679 4686

2. Authorized agent's name, address and telephone number (*If agent is handling application, please supply written authorization from owner*)
N/A

3. Legal description and Property Identification Number of subject property
PID 004 491 289; Lot G Plan KAP28697 District Lot 517 Kamloops Div of Yale Land Dist.

4. Approximate area of subject property
See Attached

5. Existing use of subject property
Single family

6. Existing use of adjacent property
Single family & hair salon

7. Detailed description including drawings, of the project or situation necessitating your application. Please provide additional pages as necessary.
See Attached

8. Zoning Designation
   - Existing R1
   - Proposed R1S5

9. Official Community Plan Designation
   - Existing
   - Proposed

10. Is the subject property within the floodplain of the Little Shuswap Lake, South Thompson River or Chase Creek?
✓ Yes _____ No

I hereby declare that the information contained herein is, to the best of my knowledge, factual and correct.

Valerie Best. April 14, 2019
Signature of Owner or Agent Date

Note: Please see attached sheet for additional information to be included with application

PAID
FEB 15 2019

Attached please find.

1. Tax Certificate, Village of Chase

2. Copy of Surveyor Certificate

3. drawing of home with dimensions situated on lot.

4. Size of home - main level 1824 sq ft
   - lower level 2814 sq ft *

5. Size of 1 bedroom suite including, bedroom kitchen/dinning area + living room 900 sq'

* Lower level includes

Shop	780 sq'
Hot tub/Sauna	288 sq'
office	110 sq'
rec room	540 sq
Storage	134 sq'
Suite	900 sq'
	2814 sq'

Village of Chase
PO Box 440
CHASE, BC V0E 1M0
Tel.:(250) 679-3238 Fax: (250) 679-3070

TAX CERTIFICATE

Law Firm: **OTHER NO CHARGE TAX CERTIFICATE**

CHASE BC V0E 1M0

Tax (Folio) No.: **512 00411.307**
Name of Registered Owner(s): **QUIRING, MARVIN H**
BEST, VALERIE J
PO BOX 439
CHASE BC V0E 1M0

(250) 679-4686

Date : 12-Apr-19
Certificate No.: 190060

Property Address: 609 3RD AVE V0E1M0
Legal Description: LOT: G
LAND DISTRICT: 25
ACTUAL USE: 000
PLAN NUMBER: KAP28697
MANUAL CLASS CODE: 0150
Regional District: 28
Lot Size: 26310
DISTRICT LOT: 517
NEIGHBORHOOD CODE: 512512

Property ID No. 1. 004-491-289

2019 Assessments:

	Land			Improvements			
	Gross	Exempt	Net	Gross	Exempt	Net	Total NET
Hospital	128000	0	128000	370000	0	370000	498000
General	128000	0	128000	370000	0	370000	498000
School	128000	0	128000	370000	0	370000	498000

Utility Billing Account No.	Billing Period	Amount Owing	Last Levy	Billing Period		Due Date
000-0000411-307	QT	0.00	159.40	01-Nov-2018	31-Jan-2019	15-Mar-2019

Tax Information

2018 Tax Levy:	4076.84	Penalty:	0.00	HOG:	-1045.00
Balance As of 12-Apr-2019					
Current:	0.00	Arrears:	0.00	Delinquent:	0.00
Total Due:	0.00	Interest:	0.00	Interest:	0.00

Note: ***WHEN REGISTERING PROPERTY IN CHASE PLEASE INCLUDE A POST OFFICE BOX NUMBER IN THE ADDRESS OR IMPORTANT MAIL (PROPERTY TAX AND UTILITY BILLS) WILL NOT BE DELIVERED***

Date April 12/19

For Collector: Village of Chase

"PURSUANT TO SECTION 249(2) OF THE COMMUNITY CHARTER

Property Information Report

Report Generated On: April 16, 2019 10:30:22 PM

Thompson-Nicola Regional District
300 - 465 Victoria St
Kamloops, BC V2C 2A9
T (250) 377-8673
F (250) 372-5048
E gisinfo@tnrd.ca

609 3rd Ave

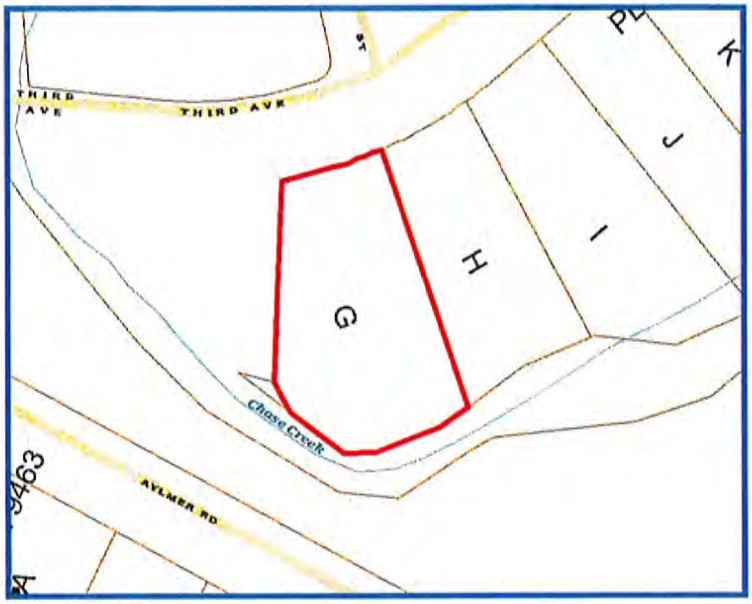
Parcel Description & Location

More Details

Legal Description:
L G PL 28697 DL 517

District Lot: 517
Land District:
Lot Size(Calculated)(+/-5%):
Square Meter: 2264.62
Acre: 0.56
Hectare: 0.226

Community:
Local Authority: Village of Chase
School District: Kamloops/Thompson



TNRD Services

(Contact the Local Authority for services provided by other jurisdictions)

More Details

Water Service: N/A
Sewer Service: N/A
Fire Protection: N/A

Future Debt (Loan Authorization)

(For enquiries, contact the Local Authority)

More Details

Future Debt: Unknown - contact Village of Chase for any future debt.

Planning & Zoning

(For enquiries, contact the Local Authority)

More Details

Zoning Bylaw: 683
Zoning: R-1
Lakeshore Development Guidelines (Intersect): Yes
Lake Name: Little Shuswap Lake
Lake Classification: Development Lake, Special Case Lake
Fringe Area: N/A
Floodplain Information: Not applicable
Site Specific Zoning: Not Applicable
Development Permit Area: N/A
Official Community Plan Name: N/A
OCP Designation: N/A
Agriculture Land Reserve (Intersect): No
Riparian Area (Source: TRIM)(Intersect): Yes
Post-Wildfire Geohazard Risk Restrictions: Unknown

Development Applications & Permits

- from July 2009 to Present (For enquiries, contact the Local Authority)

More Details

Folio:	Development Application Number:		Development Application Type:		Status:
Folio:	File Number:	Application Date:	Issued Date:	Completion Date:	Status:
	Type of Construction:				

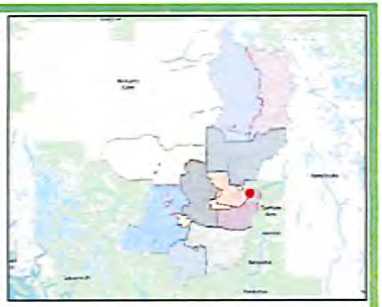
BC Assessment

(For enquiries, contact BC Assessment Authority)

More Details

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
512.00411.307	004-491-289	2019	$128,000.00	$370,000.00	1-Res
512.00411.307	004-491-289	2018	$123,000.00	$366,000.00	1-Res

Folio:	Actual Use:	Manual class:
512.00411.307	SINGLE FAMILY DWELLING	1 STY SFD-AFTER 1930-S. CUSTOM



Legend

Library Services
- Library
- Mobile Library

Waste Disposal and Recycling
- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit

Emergency Services
- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office

Facility
- Other
- Cemetery
- Community Hall
- Education
- Emergency Response
- Government Building

0.1 0 0.06 0.1

Kilometers

1: 2,257

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

April 17, 2019

THOMPSON-NICOLA REGIONAL DISTRICT TNRD

50m Public Notification

Author: SO

FILE No. Weisbeck J.

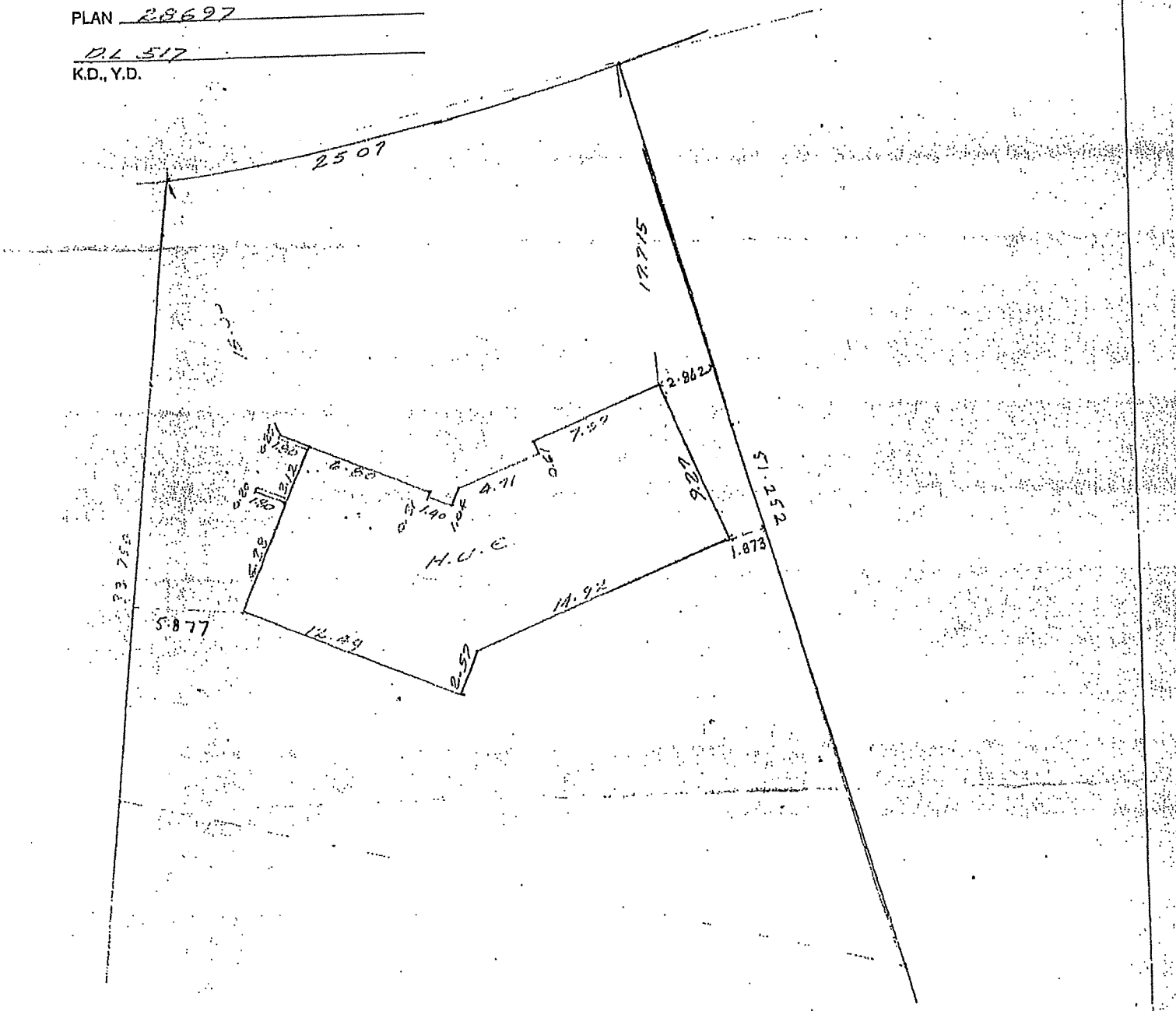
SURVEYOR CERTIFICATE OF LOCATION

LOT 6

PLAN 28697

D.L. 317

K.D., Y.D.



H.U.C. — House under construction

SCALE:

Job No. 8801-6-30

Telephone: 374-5331

R. STOTHERS & ASSOCIATES
BRITISH COLUMBIA LAND SURVEYORS
180 Seymour Street, Kamloops, B.C. V2C 2E2

NOTE — This plan is for compliance with the requirements of the building permit and for the protection of the mortgagee and should not be used for the re-establishment of property lines. We can accept no responsibility for unauthorized use.

CERTIFIED CORRECT

_____, B.C.L.S.

dated this 2 day of July 1980.

April 18, 2019 Our File: 1377-011

Village of Chase
Box 440, 826 Okanagan Ave.
Chase, BC V0E 1M0

Attn: Sean O'Flaherty, Corporate Officer

Dear Sir:

RE: *Village of Chase – Subdivision and Development Servicing Standards and Bylaw*

Please find enclosed herewith the final version of the Village of Chase Subdivision and Development Bylaw No. 870, 2019. This updated Bylaw replaces the Village's previous Subdivision and Development Bylaw No. 168, 178.

In May 2017 Urban Systems provided a memorandum to the Village which outlined various options for updating the Village's Subdivision Control Bylaw. We understand that Option 1 was chosen as the preferred approach. Option 1 consists of making minor changes to the Draft Bylaw 758-2010. The changes would include, but would not be limited to, incorporating any amendments that were made by the City of Salmon Arm when its Subdivision and Development Servicing Bylaw No. 3596 was repealed and replaced with Bylaw 4163 in August 2016.

In completing the update to the Village's Bylaw, TRUE Consulting worked in conjunction with Village Staff to complete the updates in accordance with the Urban Systems Option 1 approach. The Bylaw has been simplified to the greatest extent possible and separated from the Village's Subdivision and Development Servicing Standards Manual. Please find attached an updated stand alone Subdivision and Development Servicing Standards Manual enclosed herewith.

It is recommended that the Village of Chase engage the local development community before final adoption of the Subdivision and Development Bylaw No. 870. This approach will allow the Village to work with important stakeholders to discuss specific changes to the bylaw and to assist with the transition to this new document.

Yours truly,

TRUE CONSULTING

Dave Underwood, P. Eng.

Enclosure

R:\Clients\1300-1399\1377\1377-011\02 Correspondence\Outgoing\1377-011-Village of Chase-O'Flaherty-Subdivision and Development Servicing Standards and Bylaw-2019 04 18.docx

MEMORANDUM

URBAN systems

Date: May 05, 2017
To: Sean O'Flaherty, Corporate Officer
From: Mark Hall and Katrin Saxty
File: 0511.0034.01
Subject: Subdivision and Development Bylaw – Feasibility Report

1.0 Introduction/Background

The current Village of Chase Subdivision Control Bylaw No. 168 (SCB) was written in 1978. There have been three amendments to the SCB in 1981, 1989 and 1993. The SCB was consolidated for convenience in 2002. In addition to the SCB, the Village of Chase references:

- The Servicing Standards Manual (SSM), which details some of the Village's Specifications and Servicing requirements. It appears that the SSM is meant to augment the current SCB.
- The draft Subdivision and Development Servicing Bylaw (SDSB) No. 758, 2010. The draft bylaw was provided to the Village in early 2011, but we understand that the bylaw was not adopted. It is not clear why the draft SDSB was not adopted, or if the Village plans to update the Draft SDSB or replace it.

It is understood from discussions with Village staff that Chase intends to determine a way forward that will provide them with a cost effective SDSB that will be used for future development within the community. In order to take stock of the existing documents that the Village have at hand and determine options to move forward the Village wants to complete a feasibility report to address the following:

- A current state analysis of the consolidated 2002 SCB and the draft 2010 SDSB;
- Strategy for incorporating current industry standards into a new SDSB; and
- A budget range to develop a new SDSB.

This memorandum acts as the feasibility report and it incorporates the items above.

2.0 Existing SCB – Current State Analysis

A local government's SDSB is an important bylaw that sets the direction for design and construction of infrastructure by developers. This bylaw is an important interface between a local government and developers, and it should reflect current industry standards and best practices to limit risk to the local government. The Village of Chase currently references a SCB that is almost 40 years old and does not reflect current best practices. In addition, the SSM does not appear to be referenced correctly in the SCB.

The current SCB was written in 1978 and it has three amendments as indicated above. These amendments are listed in the front of the document. The SCB appears to be a combination of regulations and

specifications within the specific divisions. Some of the specifications are listed in the Divisions as well as the Schedules.

The SCB was adopted in 1978, and many municipalities in the province of British Columbia have since adopted the Master Municipal Construction Documents (MMCD) as the foundation for design guidelines, engineering standards, construction specifications and contract documents. The MMCD was originally developed in January 1996 and there is further discussion on the MMCD in subsequent sections of this memorandum. It is important to note that if the MMCD is considered to be used to form a part of the new SDSB, only the sections of MMCD that refer to the specifications should be referenced. The contractual sections (Payment Clauses and General Conditions) should not be referenced as part of the new SDSB.

The Village may want to consider arranging the new SDSB into the following sections:

Front-End

- Deals specifically with administration, service requirements and enforcement.

Schedules

- Inform the reader on specific design considerations based on certain categories (roads, water, sanitary etc.).

Appendices

- Contain the most current amendments to standard details and specifications (MMCD).

In addition to the items above, the following was noted while reviewing the current SCB from a planning and engineering perspective:

Division 1 Preamble

- Consider adding a reference to the Master Municipal Construction Document.
- Consider updating the title of Division 1.

Division 2 Definitions

- Some of the definitions may be out of date.
- The definitions appear to refer to all Sections of the SCB rather than just the front end. It may make sense to put the appropriate definitions in the pertinent bylaw Schedules e.g. street definitions to be put in the Schedule that refers to street requirements.

- Additional definitions should be added that relate specifically to the front end of the document. Some examples include development, excess or extended services, warranty security, works and services, works and services agreement, etc.

Division 3 - 6

- Consider breaking these divisions into Sections that speak to:
  - Servicing requirements, connections to community systems (water, sewer and storm), general provisions and enforcement of the bylaw.
- Prepare Schedules for each required task (roads, water, sanitary, streetlights etc.).
- Refer to Schedules for specific requirements.

Schedules A-D

In general, these sections should all be updated to reflect current standards and practices. The MMCD should be the foundation for engineering & design guidelines, construction standards and standard drawings. The Village can amend design guidelines and add supplemental general conditions and specifications as needed. This approach still requires a significant effort from Village to write a new SDSB that works for their particular situation and addresses their specific needs.

In general, the date of the current SCB and relevance to current standards along with the structure and format of the document creates ambiguity and confusion for the reader or applicant. This can lead to increased liability and potential litigation risk for the Village.

3.0 Draft SDSB – Current State Analysis

In addition to reviewing the 1978 SCB, Urban Systems reviewed a draft version of the SDSB No. 758, 2010, which has not been adopted by the Village. A quick review through this updated draft bylaw resulted in the following considerations:

Front End (Sections 1-9)

- While the new definitions section is much more robust than the 1978 version, it would benefit from additional clarity. For example, some definitions in essence contain two terms, which can mean quite different things. In addition, the definitions should be reviewed to ensure that they are contained within the SDSB itself.
- A number of different terms are used to designate the Authority Having Jurisdiction (Supervisor of Works, Approving Officer, Village of Chase, Chief Administrative Officer); it may be prudent to either note that the terms are synonymous or use one term throughout the document that refers to the Authority Having Jurisdiction.

- The administration section of the SDSB appears to be missing a few standard clauses, such as standards of measures and approved products.
- The SDSB contains various procedural components. In our experience, and in conjunction with legal counsel, the SDSB should not contain procedural components – these are best suited to a Development Procedures System, which is often developed either in conjunction with a SDSB, or immediately thereafter.
- The various requirements contained within the bylaw (for example, geotechnical slope stability, traffic impact analysis, off-site utilities impact analysis etc.) would be better located and described within a Development Procedures System.
- The SDSB contains a number of discretionary components. A question for the Village of Chase to consider is how much discretion does it want the new SDSB to contain? Does the Village of Chase want the Approving Officer to have discretion, or should any considerations for discretion always be brought before Council? A SDSB can be written to limit discretion or to encourage it. Often local governments desire bylaws with minimal discretion, as it reduces the grey areas and provides for a more transparent and consistent process. Minimizing discretion removes pressure from the Approving Officer to make adjustments due to requests from developers. That being said, there are times when discretion would be beneficial. Regardless, an applicant is always able to apply for a variance or to come before Council.
- The SDSB contains the various fees associated with subdivision and development. These fees would most likely be better suited to be located in a Fees and Charges bylaw, which contains all of the Village's fees and charges for various services. In addition, when the Fees and Charges bylaw is updated, subdivision and development fees would be considered also. This typically happens more frequently than if the subdivision and development fees are contained within the SDSB, which doesn't often get regularly reviewed.
- The front end of the SDSB does not appear to make specific reference to required Works and Services Agreements, performance and/or maintenance securities, provisional completion of deep utilities, provisional completion of all works, final acceptance, insurance requirements or other key elements associated with the construction of works and services. Some of these requirements are listed in the individual schedules, where it may be prudent to list the requirements in the Front-End as they are required for the subdivision.
- The front end of the SDSB also does not appear to speak to the timing of completion of any works and services, nor does it appear to speak to any project supervision and certification requirements, or the potential for the Village to solicit third party review where warranted. A clause regarding third party review is listed in the individual Schedules, but the terminology appears to be incorrect. The clause refers to the Owner's and not the Village's rights to independent review.

- The SDSB identifies exemptions where it may not apply, such as for utility systems. However, there does not appear to be any exemptions for naturalized areas. Note that any exempted properties would become Right of Ways or Public Property.
- The SDSB makes reference to subdivision for strata purposes. Care should be taken with respect to how detailed the review of the bare land strata onsite servicing requirements is considered within the SDSB as this is controlled by the Strata Property Act.
- The SDSB refers to minimum parcel sizing and setbacks. This may already be referenced in the Villages Zoning bylaw, which is typically the best place for such regulations. If the SDSB should continue referencing those, consistency with the zoning bylaw should be ensured.
- The Village may want to list the appropriate Provincial and Federal Acts that are referenced in the SDSB. These may be specific to each Schedule in which referenced (e.g. Fisheries Act for the Drainage Schedule).

Schedules

- **General comments:**
  - The Schedules appear to be have taken from another community and edited for the use of the Village. This is generally acceptable, however a closer review of some of the requirements and specifications should be undertaken to ensure that the requirements apply specifically to the Village.
  - The Village may wish to minimize the number of Schedules. Items such as Works and Services Agreements, final Inspection Certificates etc. may be included in a Development Procedure manual (Schedule M-Z). Alternately, the aforementioned forms could be included in an Appendix that is for information but does not form part of the bylaw.
  - The Village may want to consider if a Drawing Submission and Standard makes sense with respect to the Village's future work with the documents. This Schedule could also include the required information that is to be made available on the drawing submission. Once this is considered, the Village can specify what information is required and in what format to ensure ease of transfer to the Village's GIS or other systems.
  - The Village may want to take out any reference to pay items of contractual obligations. These are between the Developer/Owner and their Contractor, not between the Village and the Owner.

- **Schedule A – Level of Service**
  - The Village may want to refer to the applicable Provincial Acts with respect to noting requirements for Strata and Bare Land Strata sites with respect to internal roadways.
  - The Village may want to include a map showing the expected level of service with respect to required services.

- The Village may want to add drawings from Schedule J that refer specifically to the roadway and servicing requirements in the Service Area (2.1)

- **Schedule B - Regulations, Standards and Specifications for the Design and Construction of Highways**
  - Maximum road grades appear to be steep for vehicular travel, it may be worth considering changing this based on the topography of the expected development areas within the community.

- **Schedule C - Regulations, Standards and Specifications for the Design and Construction of Water Systems**
  - Appropriate Standards and Acts to be followed should be identified.
  - Does the Village assume that developers will be able to use a water system other than the Village's system? The Village may want to consider only allowing the developer to connect to the Community Water System unless the Community Water System is not available, or cannot be extended to the future development.
  - The design criteria for Average Day Demand (ADD) and Maximum Day Demand (MDD) appear to be a bit high based on reduced/restricted usage.
  - The Village may want to consider requirements for Strata fire hydrant requirements at this stage. Alternatively, this may be considered in the Building Permit stage, but it should be clarified where the Village expects this to be considered.
  - The Village may want to consider a minimum watermain size of 200mm diameter and allow the pipe size to be reduced to 150mm dimeter as noted in Section 2.6.
  - The Village may want to consider noting that the Owner's Engineer should determine the size of any services, and then obtain approval by the Village. The schedule currently noted that the Village will determine the service size.
  - The documents note that the Village will connect the new water pipe to the existing system. Should this read that the Owner will make the connection under the supervision of the Village?

- **Schedule D - Regulations, Standards and Specifications for the Design and Construction of Sanitary Sewers**
  - List appropriate Standards and Acts to be followed.
  - The document notes that the Village (Supervisor of Works) will determine the contributing area when determining sanitary flows. The Village may want to revise this to note that the Contributing area will be determined by the Owner's Engineer, and reviewed by the Village.
  - The document notes that sanitary force mains need to be 100mm diameter. The Village should consider that the force main size needs to be determined by the Owner's Engineer.

- **Schedule E - Regulations, Standards and Specifications for the Design and Construction of Storm Sewers**
  - List appropriate Standards and Acts to be followed.
  - The document notes that the Village should determine the width of ROW for realignment of a watercourse, drainage way or stream. This may be revised to clarify that the width needs to be determined by the Owner's Engineer with respect to any provincial or Federal Acts, and reviewed by the Village.
  - The Village may want to specify catch basin lead sizing with respect to type of catch basin installed.

- **Schedule F - Regulations, Standards and Specifications for the Design and Construction of Concrete Curbs, Gutter, Sidewalks, Stairs**
  - Does the Village assume that stairs will be required to attain access on public ROW?
  - The document notes drive way grades to be a minimum of 4%, this may be a bit tough to obtain in certain areas of the community.

- **Schedule G - Regulations, Standards and Specifications for the Design and Construction of Street Lighting**
  - Does the Village have any requirements to move towards LED lighting?
  - Does the Village have any requirements with respect to specific luminaires?

- **Schedule H - Regulations, Standards and Specifications for the Design and Construction of Hydro, Telephone, Gas, CATV**
  - The Village may want to specify that the designs are to be completed by the appropriate utilities based on their specific regulations and requirements, then to be reviewed by the Village.
  - The Village should review the design with respect to location within the ROW and potential conflicts with Village infrastructure.

- **Schedule I - Regulations, Standards and Specifications for the Design and Construction of Landscaping**
  - No comment.

- **Schedule J – Specification Drawings**
  - The Village should review the drawings with respect to actual use within the Village. If the Village chose to adopt MMCD specifications and standard detail drawings, any amendments would be included in the appendices and would not form part of the actual bylaw.

- **Schedule K – Regulations, Standards and Specifications for Surveys and Design Drawings**
  - The Village may consider combining this section as noted in the General comments section of this review.
  - The Village may want to consider revising the terminology with respect to Substantial Completion, as this is similar to the BC Builders Lien Act's reference to Substantial Performance.

- **Schedule L – Materials, Construction and Testing Specifications**
  - The Village should review the specifications with respect to actual use within the Village. If the Village chose to adopt MMCD specifications and standard detail drawings, amendments would be included in the appendices and would not form part of the actual bylaw.
  - The Village may want to remove the references to Tenderer, Tender Closing and Contract Award, as this implies that the Village has a Contract with the Owner's Contractor.
  - The Village may want to consider using terminology that is consistent with industry standards e.g. MoTI or MMCD designations for road gravels etc.
  - The Village may want to remove the comment that the Owner may want to make random tests, and change it to the Village, as the Owner is required to complete testing and prove competency of the works.

While the 2010 draft SDSB is a significant improvement over the 1978 SCB, there are areas where it can be improved upon even further.

4.0 Strategy for Incorporating Current Industry Standards & Best Practices

As part of the scope of work for re-writing the bylaw, the Village should consider a review of other community's SDSB. This may also include talking with senior staff at these communities to discuss what works well and what they would consider changing with respect to their bylaw. Following this, the Village should also consider a discussion with Council about best practices and levels of service for their community.

As discussed previously in this document, many municipalities in the province of British Columbia use the MMCD as the foundation for the design and construction standards in their community. This document is also the primary source for contract documents as well. As communities work with the MMCD over time, they add supplemental information to modify portions of the document to suit their needs. In addition to the MMCD as a current best practice, many communities have incorporated some of the following in their bylaws:

- Hillside Development Standards.

- Green Development Standards.
- Site-specific information for areas with development concerns.

5.0 Options to Enable the Village to Develop a Subdivision and Development Bylaw

From our experience writing subdivision and development bylaws for other communities, the preferred approach is to gather the stake holders to confirm their objectives and concerns with respect to the future bylaw. From that point a bylaw would be developed to include current legislation combined with specific needs of the community. The bylaw contains the specific rules and regulations that developers are required to follow. In addition to the bylaw, communities often develop a procedures manual that can be used by the approving officer and the public.

As the cost of the aforementioned process is likely higher than the Villages current budget, we've put forward a number of options that could help the community move forward with a Subdivision and Servicing Development Bylaw that work in the meantime, while working towards a customized bylaw.

- **Option 1 – Proceed with adopting Draft Bylaw 758-2010 with minimal improvements**
  - Make some minor changes to the draft bylaw and include any amendments that Salmon Arm made to their bylaw that are applicable
  - Make some minor changes to the draft bylaw through discussions with Village staff
  - Adopt the bylaw with the intent of overhauling the bylaw as needed in 3-5 years' time
  - Work with the bylaw in that time period to see what is working for the Village and what is not in order to inform the next bylaw
  - The Village should budget in the order of $5,000-$10,000 for minor changes to the bylaw.

If the Village chooses this option, the Village should budget for Village staff to track developments and gather information on what works and what doesn't work with Draft Bylaw 758-2010. This information can then be used to develop a bylaw specific to the needs of the Village. Note that as Village staff uses the Draft Bylaw, they may find that there are certain items that need to be adjusted prior to the completion of a new bylaw.

Once the Village has used the bylaw for 3-5 years, a determination can be made with respect to the Village:

- Developing a completely new SDSB taking in to account the lessons learned form using the Draft Bylaw No. 768-2010. If the Village chooses to develop a completely new bylaw, approximately $50-$60,000 should be budgeted over the next 3-5 years to create a new bylaw that meets the needs of the community.

- Making minor revisions to Draft Bylaw No. 758-2010 to deal with specific challenges encountered while using the draft bylaw. If the Village chooses to continue using the draft bylaw, they should budget $10,000- $15,000 to make the appropriate adjustments.

- **Option 2 – Create a new Bylaw front end that refers to Master Municipal Construction Documents (MMCD) design guidelines**
  - Prepare a new SDSB front end based on reference to MMCD design guidelines for technical references.
  - The Village should budget in the order of $15,000 for this approach.

Note that this would not include the development of a development procedures manual. An additional $20,000 - $30,000 should be considered to produce a development procedures manual to be used in conjunction with final SDSB.

- **Option 3 – Prepare a New Bylaw from scratch**
  - Prepare a new SDSB front end and schedules based on Village of Chase requirements
  - Prepare a Development procedures manual to be used in conjunction with the Bylaw
  - The Village should budget in the order of $50,000-$60,000 for this approach

- **Option 4 – Do Not Update the SDS Bylaw and Keep Bylaw SCB 168 in Place**
  - This is not the recommended option

The provided estimates are highly variable depending on the Council/Stakeholder engagement. In addition, these estimates do not account for lawyers' fees while preparing the SDSB, nor for development of items such as Hillside Design Guidelines and Green Development Standards – those supplements could range in value from $15,000 to $25,000 each.

6.0 Closing

Currently the Village relies on an outdated Subdivision Control Bylaw from 1978, the bylaw does not provide any protection to Village with respect ensuring that future developments meet the Villages requirements or vision. In addition, the current Bylaw does not provide clear direction or specifications for the construction of future works. In other words, the Village does not have the power to direct developers to construct subdivisions to meet the Villages requirements.

We trust that this memorandum has provided a current state analysis of the Village of Chase's current SCB and draft SDSB. Furthermore, we have included some discussion on current best practices and a budget range to develop a new SDSB. If you have any questions or concerns regarding anything presented in this memorandum, please contact the undersigned at your convenience.

URBAN SYSTEMS LTD.

Mark Hall, AScT
Technologist

Katrin Saxty, MCIP
Community Planner

MH/crb

\\usl.urban-systems.com\projects\Projects_KAM\0511\0034\01\C-Correspondence\C1-Client\2017-05-05 SCB Feasibility Memorandum -Final.docx

The vote was called on the main motion as amended and it was. **CARRIED #2017/06/13_011**

9.5 Subdivision and Development Bylaw
Moved by Councilor Egely
Seconded by Councilor Scott
"That Administration be directed to prepare a bylaw based on the draft Subdivision and Development Servicing Bylaw No. 758-2010, as updated with the latest industry standards, to produce a suitable replacement for Subdivision Control Bylaw No. 168-1978."
CARRIED #2017/06/13_012

9.6 BC Interior Communities Foundation
Moved by Councilor Scott
Seconded by Councilor Maki
"That any Council member can attend the BC Interior Communities Foundation's Annual General Meeting on June 15, 2017 in Kamloops, BC., by advising Administration; with costs to be covered as per the ADM-21 Expense Policy."
CARRIED #2017/06/13_013

10. RELEASE OF IN-CAMERA ITEMS
None

11. IN CAMERA
Moved by Councilor Maki
Seconded by Councilor Scott
"That Council recess to an In-Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (.j), regarding information prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; Section 90 (2) paragraph (.b), negotiations between a municipality and a provincial government."
CARRIED #2017/06/13_014

12. ADJOURNMENT
Moved by Councilor Egely
Seconded by Councilor Maki
"That the June 13, 2017 Village of Chase Regular Council meeting be adjourned."
CARRIED #2017/06/13_015

The meeting concluded at 5:45 p.m.

Original Signed
Rick Berrigan, Mayor

Original Signed
Sean O'Flaherty, Corporate Officer

November 20, 2017 Proposal

Village of Chase
Box 440, 826 Okanagan Ave.
Chase, BC
V0E 1M0

Attn: Sean O'Flaherty, Corporate Officer

Dear Sir:

RE: *Village of Chase – Subdivision and Development Servicing Bylaw Update*

Thank you for providing TRUE Consulting with an opportunity to provide this professional consulting services proposal for the subject project. TRUE has provided engineering consulting services to municipal sector clients since 1986. TRUE has prepared subdivision and development servicing bylaws for several communities in the BC Interior that are of similar size to the Village of Chase including: Town of Oliver, Town of Osoyoos, Village of Keremeos, District of Barriere and District of Clearwater. Accordingly, we feel that we have the expertise and experience to undertake this project efficiently and to the satisfaction of the Village.

We understand that the current Village of Chase Subdivision Control Bylaw No. 168 was written in 1978. Amendments to this document were undertaken in 1981, 1989 and 1993. The Village also utilizes a Servicing Standards Manual which was last updated in 1997 to augment its Subdivision Control Bylaw.

It is understood that the Village of Chase retained Gentech Engineering to update its Subdivision Control Bylaw No. 168. In response, Gentech prepared a draft Subdivision and Development Servicing Bylaw No. 758 in 2010. We understand that this draft bylaw was provided to the Village in early 2011; however, the bylaw was not adopted.

In May 2017 Urban Systems provided a memorandum to the Village which outlined various options for updating the Village's Subdivision Control Bylaw. We understand that Option 1 was chosen as the preferred approach. Option 1 consists of making minor changes to the Draft Bylaw 758-2010. The changes would include, but would not be limited to, incorporating any amendments that were made by the City of Salmon Arm when its Subdivision and Development Servicing Bylaw No. 3596 was repealed and replaced with Bylaw 4163 in August 2016.

201-2079 Falcon Road ▫ Kamloops BC ▫ V2C 4J2 ▫ www.true.ca ▫ tel 250.828.0881 ▫ fax 250.828.0717

Given the background and history associated with the Village's Subdivision Control Bylaw and the draft update to this document from over seven years ago, TRUE Consulting agrees that prompt finalization of Draft Bylaw 758-2010 would be the best approach moving forward for the Village. Minor modification and finalization of Draft Bylaw 758-2010 would provide the Village with a cost-efficient method of adopting an updated Subdivision and Development Servicing Bylaw that provides guidance and direction for design and construction of Village infrastructure by developers in accordance with modern standards and specifications. Given that only minor changes and updates will be applied to Draft Bylaw 758-2010, TRUE recommends that the Village implement this new bylaw for a time period of two to four years and to then take stock of how this document is working from an administration and enforcement perspective. At the two to four years mark, it is possible that further update and modification to Bylaw No 758 will be required in order to achieve the objectives and requirements of the Village of Chase.

Given the preceding, TRUE proposes the following work program in response to the Village's request for an engineering services proposal:

Task #	Description	Estimated Fee
1.	Conduct a kickoff meeting with Village Administrative Staff to review the current state of Draft Bylaw 758-2010 and to obtain input as to what aspects of the Bylaw require revision. TRUE would also conduct a detailed review of Draft Bylaw No. 758-2010 and compare to City of Salmon Arm Bylaw No. 4163. Since Salmon Arm may not be the most representative community to compare to, TRUE will also review bylaws from other comparable municipalities that are similar in size and character to the Village of Chase.	$2,500
2.	Preparation of a list of recommendations for the consideration of the Village of Chase. The recommendation would be listed in two categories: those that could be implemented prior to adoption of Draft Bylaw no. 758-2010; and those that would be considered by the Village and perhaps re-visited after two to four years of utilizing Bylaw 758-2010.	$3,000
3.	Meeting #2 with Village Administrative Staff to present our findings and recommendations as it relates to revision and update of Draft Bylaw 758-2010.	$1,000
4.	Undertake to revise Draft Bylaw 758-2010 in accordance with direction and conclusions as determined during meeting #2.	$4,000
	Project Total (including disbursements, excluding tax)	**$10,000**

TRUE has identified a number of optional items for the consideration of the Village of Chase. The optional items are not considered critical to the prompt adoption of Draft Bylaw 758-2010; however, we believe that these tasks add value to the Village's initiative to update its Subdivision Control Bylaw.

.../3

Optional Task #	Description	Estimated Fee
A	Conduct a detailed review of the Village's Servicing Standards Manual dated 1997 and provide recommendation for update and revision. TRUE would also provide guidance to the Village in terms of whether the Servicing Standards Manual should be included in Draft Bylaw no. 758-2010 (as it's currently written) or excluded to form a separate Standards Manual. This task includes review and provision of recommendation related to Servicing Standards and Servicing Specifications.	$2,500
B	Conduct a meeting with Village Public Works Staff to discuss the Village's existing Specification Drawings and obtain input on what aspects of these drawings warrant revisions. TRUE would then undertake to make any required revisions to the Specification Drawings (assuming the Village can provide to us in AutoCAD format). TRUE would meet with Public Works Staff a second time to review the revisions that were made.	$4,000
C	Presentation to council outlining changes and modifications to Draft Bylaw 758-2010 prior to First Reading. TRUE would also make any further revisions to the document based on feedback and direction as provided by Council.	$2,000

We trust that the preceding provides the Village of Chase with a clear understanding of our proposed work program and possible optional items with the objective of completing a prompt and efficient update to its Subdivision Control Bylaw. Should our proposal be successful, TRUE will work with the Village to determine its preferred schedule to see this project to completion. TRUE would utilize the undersigned (Dave Underwood) as primary contact and overall project management roles and would utilize Terry Underwood to provide technical review and recommendations in support of this Bylaw finalization project. TRUE's team has flexibility in its capacity such that the Village's preferred project schedule can be achieved.

Thank you again for this opportunity to prepare an engineering proposal for the Village of Chase. We are excited at the prospect of assisting the Village in its objective of updating its Subdivision Control Bylaw. Should questions arise or should additional information be required, please do not hesitate to contact the undersigned.

Yours truly,

TRUE CONSULTING

Dave Underwood, P. Eng.

DU/dk

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VILLAGE OF CHASE
BYLAW NO. 870-2018
A BYLAW TO REGULATE SERVICING OF SUBDIVISIONS AND DEVELOPMENTS

WHEREAS the *Local Government Act* authorizes the Village of Chase to regulate and require the provision of works and services in respect of the subdivision of land, and require as a condition of the issuance of a building permit or a subdivision that the owner of the land provide works and services on the land being developed or subdivided and on the adjacent highway, all in accordance with the works and services standards established in this bylaw and the Village's Subdivision and Development Servicing Standards Manual;

AND WHEREAS the Village may, as authorized by the *Local Government Act,* require that the owner of land that is to be subdivided or developed provide excess or extended services as defined in that Section; and

AND WHEREAS the Council of the Village of Chase deems it necessary to regulate and require the provision of works and services to standards prescribed in a bylaw;

NOW THEREFORE the Council of the Corporation of the Village of Chase in open meeting assembled HEREBY ENACTS AS FOLLOWS:

1.0 Title

This bylaw may be cited for all purposes as "Village of Chase Subdivision and Development Servicing Bylaw No. 870-2018.

2.0 Definitions

In this bylaw:

"APPROVING OFFICER" means a person appointed by Council as approving officer under the *Land Titles Act*;

"BUILDING INSPECTOR" means a person designated by Council as the building inspector for the Village.

"COMMUNITY SANITARY SEWER SYSTEM" means a system owned, operated and maintained by the Village for the collection, treatment and disposal of sanitary sewage;

"COMMUNITY WATER SYSTEM" means a system of waterworks which is owned, operated and maintained by the Municipality, or an Improvement District under the *Water Act.*;

"DEVELOPER" means the owner or agent of the owner of land in respect of which a subdivision or development application has been submitted to the Village.

"DEVELOPMENT" means an activity that requires a Building Permit or an activity that alters the existing surficial characteristics of the land.

"DEVELOPMENT AGREEMENT" means an agreement between the Village and a developer that sets out servicing requirements, construction completion dates, fees and security to be provided by the Developer.

"FRONTAGE" means the length of a lot boundary which immediately adjoins a street or highway other than a lane or walkway.

"HIGHWAY" means a street, road, lane or any other way open to public use.

"INSPECTION FEE" means a charge of 3% of the construction cost of works and services to be owned and maintained by the Village. The inspection fee enables the Village to recover costs for its employees or its consultants to undertake inspections of works and services installed by a developer.

"MUNICIPALITY OR VILLAGE" means the corporation of the Village of Chase or the geographic area within its boundaries as the context requires.

"Owner(s)" means the person or persons registered in the Land Title Office as the Owner(s) of the parcel of land for which the application is being made for subdivision or development.

"PARCEL" means any lot, block or other area in which land is held or into which land is subdivided.

"PROFESSIONAL ENGINEER" means a person who is registered or duly licensed as such under the provisions of the Engineers and Geoscientists Act of British Columbia.

"SECURITY" means cash or a clean, unconditional, irrevocable and automatically renewing letter of credit drawn on a chartered bank or credit union at which demand may be made on the letter of credit.

"SERVICE LEVEL" means the standard of municipal services required for the development of subdivisions and other developments not requiring subdivision under the provisions of this Bylaw.

"SUBDIVISION" means any change in the existing size, shape, number or arrangement of registered lots, whether or not involving the creation of a greater number of lots than existing and whether carried out by plan or metes and bounds description. Consolidation of existing lots and subdivisions and developments carried out under the provisions of the Strata Property Act shall be included with this definition.

"VILLAGE ENGINEER" means the Engineer of the Village of Chase appointed by the council or such other persons as may, from time to time, be duly authorized to act in his stead by the Council.

"WALKWAY" means a highway intended to carry pedestrians and non-motorized traffic.

"WORKS AND SERVICES" means any public service, facility or utility which is required or regulated by this Bylaw and without restricting the generality of the foregoing includes: the supply and distribution of water; collection and disposal of sanitary sewage and drainage water; street lighting; highways, access roadways, curbs, gutters, and sidewalks; and natural gas, power, telephone and cablevision services.

3.0 Works and Services Requirements for Subdivisions and Developments

Except as provided herein, works and services requirements for a subdivision or a development are:

(1) roads and lanes including curb, gutter, sidewalks, walkways, boulevard trees, traffic signs, site parking, and street lighting.

(2) water distribution system connected to a community system including, without limitation, mains, fire hydrants, valves and service connections.

(3) sewage collection system connected to the Village's sanitary sewer system including, without limitation, gravity mains, manholes, service connections, inspection chambers, lift stations, and forcemains.

(4) stormwater management systems including, without limitation, catch basins, manholes, storm sewers, drywells, swales, ditches, and stormwater retention and detention facilities.

Unless otherwise approved by a Development Variance Permit issued by the Council pursuant to the Local Government Act, all subdivisions, strata developments, and developments shall be provided with services as prescribed in Schedule A and Schedule B of this Bylaw and the level of services required may be different for different zones as established by the Zoning Bylaw in accordance with the provisions of Schedule A and Schedule B of this Bylaw.

As it relates to works and service requirements, the following exemptions apply:

i. where the existing works are deemed adequate for the development proposed, no improvements will be required.

ii. where a subdivision comprises no more than 3 additional single family residential lots and where no curb and gutter is in place within 100 metres of the subdivision on the street side fronting the subdivision, curb, gutter and sidewalk is not required. In this instance, an additional pavement width of 1.2m fronting the subdivision is required to serve as a walkway.

iii. A walkway has not been designated by the authority having jurisdiction for the side of the road right-of-way adjacent to the subject property under application.

4.0 Subdivision or Development Abutting an Existing Highway

In accordance with the *Local Government Act*, a condition of approval of a subdivision or a condition of a building permit for a development abutting an existing Highway requires the developer to provide works and services in accordance with this bylaw up to the centreline of the Highway. At the discretion of the Approving Officer, the developer may be required to pay the Village the estimated cost of the required works as described herein to be held by the Village in a reserve account for construction at a future date.

5.0 Service Upgrades

If works and services of the type described in Section 3.0 are already in existence on or in a highway, lane or right-of-way adjacent to a parcel being subdivided or on which a building is proposed to be constructed, and the works and services do not comply with the standards specified in Section 6.0, the Developer must alter the works and services

so that they comply with the standards, and all other provisions of this bylaw. All requirements for servicing agreements and security as set out in this bylaw shall apply for service upgrades.

6.0 Standards and Specifications

Works and services required by this bylaw must:

(1) be designed in accordance with sound engineering principles;

(2) where installed by a Developer, be designed by a professional engineer licensed to practice in the Province of British Columbia;

(3) extend through or along the full frontage of a parcel being subdivided or built upon under a building permit, in order to facilitate service to parcels or buildings beyond;

(4) meet the requirements set out in Schedule A through Schedule F of this bylaw, except to the extent that such standards may have been varied by development variance permit;

(5) comply with the Village's Subdivision and Development Servicing Standards Manual; and

(6) be approved by the Village's Engineer

7.0 Excess or Extended Services

The Village may:

(1) require a Developer to construct excess or extended services as authorized by the *Local Government Act*;

(2) determine whether the cost to the Village to provide the excess or extended services would be excessive and, in that event, require the cost to be paid by the Developer;

(3) determine the benefit of the excess or extended service that may be attributed to each of the parcels of land that will be served by the services; and

(4) Recover costs through latecomer agreements, service fees or parcel taxes as authorized under the *Local Government Act*.

8.0 Geotechnical/ Slope Stability

A geotechnical report(s) on slope stability is required prior to land use re-designation, subdivision, development and/or building approval. A report is required wherever the slope on the subject lands or portions thereof exceed fifteen percent (15%) or where past subsidence, slippage or seepage is evidenced in the vicinity of the site.

9.0 Maintenance Security

On construction completion and prior to subdivision or development final approval:

(1) Maintenance security shall be provided to the Village in the amount of 5% of the constructed costs of works and services to be owned and operated by the Village including but not specifically limited to roads, water, sanitary sewer, stormwater management and street lighting.
(2) Maintenance security will be retained by the Village for a period of 1 year from the date of final completion as certified by the developer's engineer.
(3) The amount of maintenance security shall not be less than $2,000.

10.0 Development Agreement

All works and services to comply with the requirements of this bylaw shall be constructed by the Developer before the Approving Officer approves the subdivision or the Building Inspector issues final inspection certification. Alternatively, a developer may enter into a Development Agreement with the Village. The development agreement requires:

(1) provision of Security in the amount of 125% of the estimated costs of the required works and services as determined by the developer's engineer and as approved by the Village;
(2) a specified completion date after which the Village may utilize the security to complete any uncompleted works and services;
(3) maintenance security in accordance with item 9.0.

The form of a development agreement is contained in Schedule A of the Village's Subdivision and Development Servicing Standards Manual.

11.0 No Work Prior to Design Approval or Building Permit Issuance

No person shall commence construction of any works or services required or regulated by this bylaw, whether on private property or on public road, without, for a subdivision, first receiving approval of design drawings and written authorization to proceed from the Village or for a development, first receiving a building permit. Unless otherwise provided in this Bylaw, all works and services required in this Bylaw shall be constructed and installed at the expense of the Owner.

12.0 Administration Fee

An administration fee for a subdivision is payable on issuance by the Village of design approval or for a development, on issuance of a building permit.

13.0 Violation

Every person who:

(1) violates any of the provisions of the Bylaw;

(2) causes or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw;

(3) neglects or omits to do anything required under this Bylaw;

(4) carries out, causes or permits to be carried out any subdivision or development in a manner prohibited by or contrary to any of the provisions of this Bylaw;

(5) fails to comply with an order, direction or notice given under this Bylaw; or

(6) prevents or obstructs or attempts to prevent or obstruct the authorized entry of Village staff onto property.

shall be deemed to be guilty upon summary conviction of an offence under this Bylaw.

14.0 Offence

Each day's continuance of an offence under Section 13.0 constitutes a new and distinct offence.

15.0 Penalty

Every person who commits an offence under this Bylaw is liable on summary conviction to a fine not exceeding $5,000 plus the cost of prosecution for each offence.

16.0 Completion

Should any person fail to construct or install any works or services required under this Bylaw, the Village, its agents or servants may construct or install the works and services at the expense of the person in default, and at the expense thereof, with interest at the

rate of six percent (6%) per annum with costs, which may be recovered in like manner from the bond or as municipal taxes.

17.0 Schedules

The following is a list of schedule attached hereto and forming part of this bylaw.

Schedule A – Level of Service Areas
Schedule B – Roadways and Walkways
Schedule C – Water System
Schedule D – Sanitary Sewers
Schedule E – Stormwater Management
Schedule F – Street Lighting

18.0 Repeal

The "Village of Chase Subdivision and Development Servicing Bylaw No. 168,1978" is hereby repealed.

READ a first time this _____ day of _____, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

ADOPTED this ____ day of _____, 2019.

_____ _____

R. Crowe, Mayor S. O'Flaherty, Corporate Officer

SCHEDULE A

LEVEL OF SERVICE

Establishment of Service Levels

1. The type of services to be constructed by an owner prior to obtaining approval for a plan of subdivision or development shall be based on the zone in which the land is located as set out on the Official Zoning Map of the Zoning Bylaw of the Village of Chase as amended. In Table A.1, the minimum level of service to be provided with respect to sanitary sewer, water, drainage, street lighting and wiring is set out in Columns 2, 3, 4, 5 and 6, and the zones which are subject to each service level are described in Column 1.

For the purposes of Table A.1:

"Community Sanitary Sewer System (CSSS)"means construction of a sewage collection system and connection to a community sanitary sewer.

"Community Water System (CWS)" means construction of a domestic water distribution system and connection to the Village's domestic water distribution system.

"Ditch System (Ditch)" means a drainage collection and disposal system by open ditches and culverts.

"Overhead Wiring (Overhead)" means overhead electrical, communications and CATV wiring.

"Storm Sewer System (SSS)"means construction of a storm water drainage and collection system and connection to the Village's storm sewer system or major drainage system.

"Street Lighting - Thru Subdivision (Thru Subdivisions)" means the provision of street lighting throughout the subdivision or development to the standards specified in this Bylaw.

"Street Lighting - Intersections Only (Intersections)" means the provisions of street Lighting at intersections only.

TABLE A.1

REQUIRED MINIMUM LEVEL OF SERVICE FOR SANITARY SEWER, WATER SUPPLY, DRAINAGE, STREET LIGHTING, AND WIRING

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
	ZONE	**SANITARY SEWER**	**WATER SUPPLY**	**DRAINAGE**	**STREET LIGHTING**	**WIRING**
Residential & Public Use	R-1, R-1A, R-1SS, R-2, R-2A, R-3, R-3A, R-4, R-5 P-1, P-2 CD-A, CD-C	CSSS	CWS	SSS	Thru Sub-Division	Under-Ground
Commercial	C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8	CSSS	CWS	SSS	Thru Sub-Division	Under-Ground
Industrial	M-1, M-2, M-3	CSSS	CWS	SSS	Thru Sub-Division	Under-Ground
Agricultural	AR-1, AR-2, AR-3	CSSS	CWS	Ditch	Intersections	Overhead

CSSS - Community Sanitary Sewer System
CWS - Community Water system
SSS - Storm Sewer System

SCHEDULE B

HIGHWAYS AND WALKWAYS

1. Prior to the design of highways, the Village will classify each new highway proposed within the subdivision and stipulate the required standards in accordance with the Official Community Plan.

2. In Table B.1, the required minimum standards for various classifications of highways are provided in Columns 2 and 3, and the zones which are subject to each standard are described in Column 1. The Highway Classification is as set out in Figure 1. Boulevard and development landscaping shall be specified at the time of subdivision and/or development application, Schedule B of the Village of Chase Subdivision and Development Servicing Standards Manual.

TABLE B.1

REQUIRED MINIMUM HIGHWAY STANDARDS

	Column 1	Column 2					Column 3				
		LOCAL and COLLECTOR HIGHWAYS[3]					ARTERIAL HIGHWAYS[3]				
	ZONE	R/W Width[1]	Pavement Width	Curb & Gutter	Sidewalk Side	Sidewalk Width	R/W Width	Pavement Width[2]	Curb & Gutter	Sidewalk Side	Sidewalk Width
Residential & Public Use	R-1, R-1A, R-1SS, R-2, R-2A, R-3, R-3A, R-4, R-5, P-1, P-2 CD-A, CD-C	18.0	8.0	Yes	One	2.0	25.0	15.0	Yes	One	2.0
Commercial	C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8	20.0	12.0	Yes	Both	2.0	25.0	15.0	Yes	Both	2.0
Industrial	M-1, M-2, M-3	20.0	12.0	Yes	None	-	25.0	15.0	Yes	One	2.0
Agricultural	AR-1, AR-2, AR-3	20.0	7.3	No	None	-	25.0	15.0	Yes	One	2.0

[1] All dimensions shown in metres.
[2] Plus width of median.
[3] Landscape requirements shall be specified in Schedule B of the Village of Chase Subdivision and Development Servicing Standards Manual.

Notes: In addition to the foregoing, the following standards shall apply to lanes and walkways:

i) Lanes shall have a Right-of-Way width of not less than 6.0 m and a pavement width of 6.0 m.

ii) Walkways shall have a Right-of-Way width of not less than 2.5 m and a pavement width of 2.5 m.

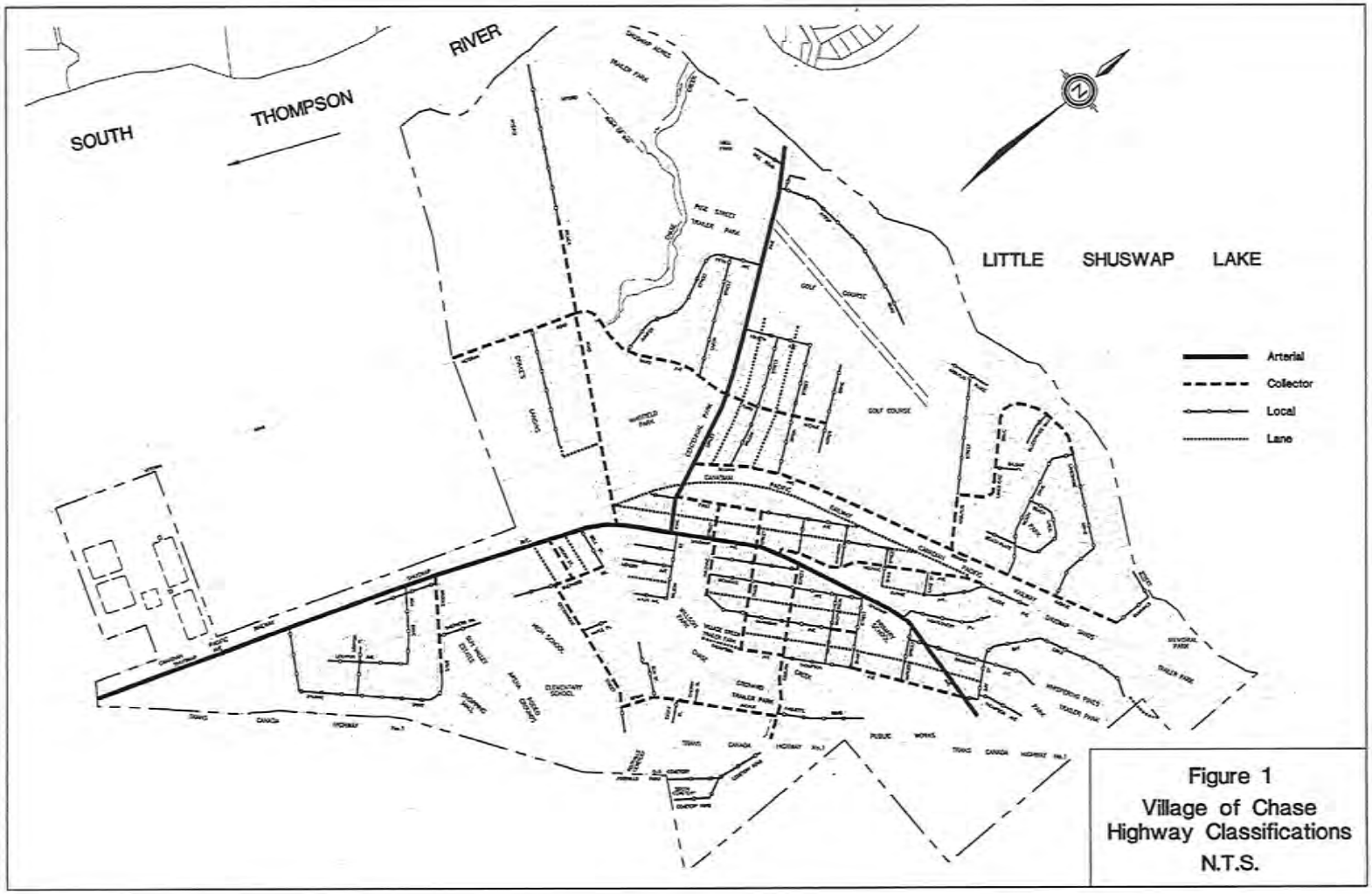


Figure 1
Village of Chase
Highway Classifications
N.T.S.

SCHEDULE C

WATER SYSTEMS

1. Water distribution mains shall be sized to carry the peak hourly flow rate or the maximum daily flow rate plus the fire flow rate, whichever is the greater. Mains shall be sized to operate at or below the following maximum flow velocities:

    (1) Peak hourly demand rate of 2.0 m per second;
    (2) Fire flow plus the maximum day demand of 4.0 m per second.

2. For residential areas, the daily domestic demand criteria for purposes of designing water distribution systems shall be:

    (1) Fire flows concurrent with maximum day water demands with a residual system pressure of 140 kPa (20 psi);
    (2) Peak hour water demands at a pressure appropriate for the intended land use. For residential land uses the minimum service pressure shall be 310 kPa (45 psi) measured at the highest proposed floor elevation.

3. The minimum required fire flow for different land uses is provided in Table C-1.

Table C-1: Minimum Fire Flow Requirements

Developments (without sprinklers)	Minimum Fire Flow
Single Family/Mixed Residential	60 L/s
Medium Density Residential/Light Industrial and Service Commercial	90 L/s
Core Area Commercial, Institutional and High Density Residential	150 L/s
Industrial	200 L/s

4. Where network modelling indicates that available fire flow within a subdivision or to a development will be less than requirements presented in Table C-1,

    (1) The development will be required to either upgrade the water supply system sufficiently to provide the required fire flow; and/or
    (2) The fire protection requirements of the proposed development are to be reduced to be consistent with the water distribution system fire flow capacity.

SCHEDULE D

SANITARY SEWERS

1. Sanitary sewer system requirements shall include, but not be limited to, gravity sewer mains, sewage lift stations, forcemains, manholes, service connections, inspection chambers and all related appurtenances.

2. Sanitary sewers shall be designed:

    (1) to convey the calculated peak flow for the proposed development and upstream catchment area including allowances for inflow and infiltration;
    (2) to operate at a minimum flow velocity of 0.6 m/s; and
    (3) to flow not more than 75% full at the design peak flow including an infiltration and inflow allowance.

SCHEDULE E

STORMWATER MANAGEMENT SYSTEMS

1. Stormwater management infrastructure shall be planned and designed consistent with policies and methodologies as contained in:

    (1) "Stormwater Planning: A Guidebook for British Columbia", (2002);
    (2) "Beyond the Guidebook: Context for Rainwater Management and Green Infrastructure in British Columbia" (2007); and,
    (3) "Beyond the Guidebook 2010: Implementing a New Culture for Urban Watershed Protection and Restoration in British Columbia", (2010).

2. Guiding principles to the Village's design approaches to stormwater management are:

    (1) Stormwater is a resource;
    (2) Design should consider the full spectrum of rainfall events as described in "Stormwater Planning: A Guidebook for British Columbia", (2002);
    (3) To collect, store and infiltrate stormwater resulting from a rainfall event having a return frequency of up to 10 years for all land use categories including medium and high density residential, commercial, industrial and institutional; and
    (4) Conventional stormwater infrastructure comprising piped systems should be designed to minimize risks of property damage by runoff from an extreme rainfall event.

3. Where site soil conditions constrain onsite management of stormwater and for rainfall events having a return frequency greater than 5 years for single family residential and greater than 10 years for all other land uses, a combination of piped systems and overland flood routes sized for the anticipated runoff from a rainfall event having a return frequency of 100 years is to be provided.

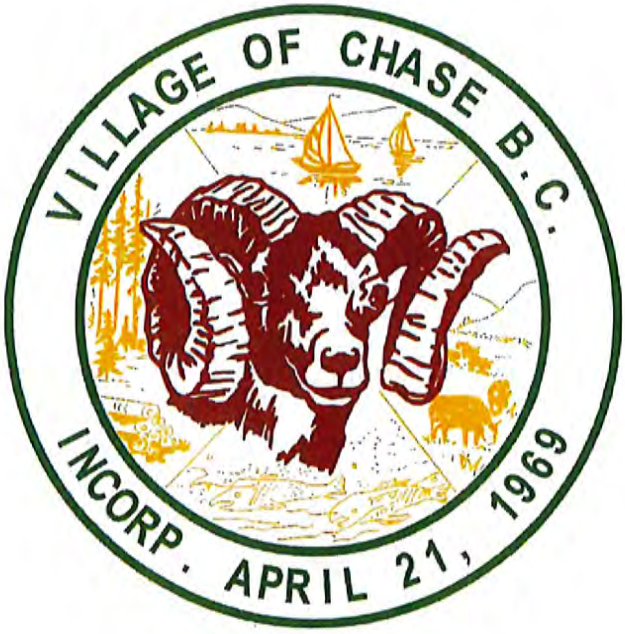
SCHEDULE F

LIGHTING

1. Where the development requires underground electrical distribution, street lighting systems shall be provided to provide levels of illumination and uniformity as set out in the Village's Subdivision and Development Servicing Standards Manual.

2. Where street lighting is permitted to be installed on utility poles owned by public utilities carrying overhead electrical distribution, the Village may prescribe different standards than in developments which are serviced underground.

3. The British Columbia Electrical Code, the most recent edition, and standards of BC Hydro, the electrical utility, shall be applicable to the design, and construction of the street lighting system.



VILLAGE OF CHASE

SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL

Updated: April 2019

VILLAGE OF CHASE
SUBDIVISION AND DEVELOPMENT
SERVICING STANDARDS MANUAL

TABLE OF CONTENTS

LIST OF TABLES

SECTION 1: GENERAL REQUIREMENTS

SECTION 1: GENERAL REQUIREMENTS

1.1 GENERAL DESIGN

1.1.0 General

Where the provisions of Schedule A and Schedule B of the Village of Chase Subdivision and Development Servicing Bylaw (Bylaw) require the preparation of design drawings for: roads, water, sanitary sewer, drainage, curbs, gutters, sidewalk, underground hydro, telephone, CATV, gas, street lighting, landscaping, and other permanent structures, the following regulations, standards, and specifications for surveys and design drawings shall apply.

1.2 DESIGN CRITERIA

1.2.0 General

The Owner shall not proceed with any construction until such time as engineering drawings have been accepted by the Village of Chase. Acceptance of engineering drawings is indicated by date and signature of the Approving Officer, or authorized delegate, on the accepted engineering drawings indicating that the design drawings have been 'Approved in Principle'.

1.2.1 Design and Construction Administration

Where works and services are required under Schedule A and Schedule B of the Village of Chase Subdivision and Development Servicing Bylaw the Owner shall appoint a qualified Engineer to undertake the project engineering survey, design, field reviews, and record drawings in accordance with the provisions of this Standards Manual. The Owner shall provide a confirmation of Professional Assurance Certificate, in accordance with Schedule D of this Manual, which has been dated, witnessed, and signed by both the Owner and the Engineer.

Proof of Engineers Professional Liability Insurance (Errors and Omissions) shall be provided for all projects where the value of the works and services exceeds One Hundred Thousand Dollars ($100,000.00).

The Village of Chase review and approval in principle of the engineering design drawings does not confirm the accuracy or adequacy of the design nor does the Village of Chase accept responsibility for any damages or costs incurred due to errors or omissions, or deficiencies in the design or location of any existing or new works and services

1.2.2 Legal Surveys

The Owner shall utilize a registered British Columbia Land Surveyor (B.C.L.S.) for project legal survey and preparation of plans for registration at the British Columbia Land Title Office

For new development the survey plan shall be prepared in a manner to dedicate as 'road' - corner cuts 3.0 metres by 3.0 metres on local streets and 5.0 metres by 5.0 metres on collector and arterial streets at all street intersections.

1.2.3 Right of Way Agreement

Where the provisions of this Manual require an Owner to grant a utility or drainage right of way to the Village of Chase the Owner shall be required to enter into an agreement as prescribed in Schedule C of this Standards Manual and shall pay all associated costs.

1.2.4 Design Surveys

Design surveys shall be conducted in a manner which will not create a nuisance to traffic or the Public. Permission from registered property owners is required before entering private property.

All elevations shall be referenced to Geodetic Survey of Canada (GSC) datum.

1.2.5 Design Drawings

Design drawings shall provide the following information plus any additional information deemed necessary to fully describe the design and scope of the proposed works. Where applicable, existing works shall be indicated on the design drawings.

- North Arrow
- Legend
- Referenced Geodetic Benchmark
- Legal Property Lines
- Lot Dimensions and Bearings
- Found Iron Pins
- Buried/Destroyed Iron Pins
- Coordinates for Reference Iron Pins
- Road Plans and Profiles including Curb
- Gutter & Sidewalk Plans and Profiles
- Hydro, Telephone & Street Light Poles
- U/G Power, Telephone, CATV
- Prominent Features within the R/W
- Road Cross-Sections
- Pavement Structure
- Aggregate Depths
- Pavement Elevations
- Curve & Spiral Data
- Lot Corner Elevations
- Control/Containment of Surface Water
- Lot & Plan Numbers
- RV Parking (where applicable)
- Storm Manholes & Inverts
- Catch Basins, Leads & Inverts
- Storm Main Plans & Profiles
- Storm Services
- Sanitary Manholes and Inverts
- Sanitary Mains Plans & Profiles
- Sanitary Services
- Water Main Plans & Profiles
- Water Main Valves & Fittings
- Water Services & Curb Stops
- Fire Hydrants
- Air Release Valves
- Blow-offs
- Gas Mains
- Transit Bus Bays
- Information Signs
- Regulatory Signs
- Lot Grades
- Major Flow Routing
- Stationing and Off-sets

- Drainage Courses
- Site Grading Details
- Any additional information as determined by the Village
- Retention Ponds
- Canada Post Mail Boxes
- Arch/heritage

a) The existing information shall be illustrated with a 0.18 mm line size and proposed construction shall be illustrated with a 0.70 mm line size.

b) The scale of all design drawings shall be 1:500 Horizontal and 1:50 Vertical. Any deviation shall first be approved by the Village Engineer.

c) The Project Cover Sheet / Key Plan shall indicate the Designer's Name, Address, Telephone and Fax Number, the Project Number, the Site Location, the Legal Description of properties involved, and an Index of the Design Drawings.

d) Design Drawings shall be organized and individual plan/profile drawings shall be submitted as follows:

- Street design including curb and gutter, sidewalks and other related surface works on plan/profile drawings.
- Water works, storm and sanitary mains and service connections and related appurtenances on plan/profile drawings.
- Road cross-sections and specific construction details on plan/profile drawings.
- Street and signal lighting on plan drawings.
- General arrangement plan indicating all private utility servicing.

All backup design calculations shall be retained by the Owner's Engineer and submitted when requested by the Village Engineer.

1.2.6 Design Drawing Submission and Field Review of Construction

All design drawings shall be submitted in the Village of Chase standard format as shown in specification drawings.]

The Owner's Engineer shall submit four (4) complete sets on size ANSI 'D' and one (1) set reduced to 280 mm x 430 mm (11" x 17"), and one (1) set of Adobe PDF of design drawing prints, date stamped, sealed and signed by the Engineer, for review by the Village Engineer.

Additional sets of revised drawings are to be submitted by the Owner on request of the Village Engineer until such time as the revised design drawings are approved by the Village Engineer.

The Owner shall arrange for the design and submission of two (2) complete sets of Hydro,

Telephone, Gas, and CATV design drawings.

The Owner shall arrange for the submission of signed and sealed engineering drawings to the Provincial Ministry of Health for a Certificate to Construct Water Works.

The Owner shall engage a Professional Engineer to carry out all necessary field reviews and inspections during the construction of works and services required as a condition of subdivision approval. The Professional Engineer shall submit a report in the format set out in Schedule E of this Manual certifying that the works and services have been carried out in compliance with this Manual and the plans, drawings, and supporting documents submitted in support of the subdivision application which were accepted by the Village of Chase.

All applications for subdivision shall include a letter of commitment from the Owner in the format set out in Schedule D of this Manual that a Professional Engineer has been engaged to carry out all necessary design works and undertake all field services for the subdivision.

a) Upon completion of the works and services the Owner shall provide to the Village Engineer 2 sets of ANSI D record drawings signed and sealed by the Owner's Professional Engineer, 1 – digital file complete with a PDF set of ANSI D prints, GIS shapefiles and AutoCAD project drawings, of all work constructed or installed pursuant to the application.

b) If there are any deficient or missing record drawings upon completion of the work any refund due to the Owner will be debited in the amount of $1,500.00 per drawing.

1.2.7 Geotechnical/Slope Stability

A geotechnical report(s) on slope stability is required prior to land use re-designation, subdivision, development and/or building approval. A report is required wherever the slope on the subject lands or portions thereof exceed fifteen percent (15%) or where past subsidence, slippage or seepage is evidenced in the vicinity of the site.

The requirement for a geotechnical report for slope stability may be waived by written authorization from the Village Engineer. The Village Engineer may also require a Geotechnical report for sites with soil conditions, swelling clay, groundwater, or other such conditions, which, in the opinion of the Village Engineer, require special attention.

a) Slope stability reports shall contain a minimum of the following information:

   i) Existing property lines shown on plan(s).

   ii) Top of slope, embankment escarpment, and toe of slope.

   iii) Contour mapping as required by the Geotechnical Engineer.

iv) Stability Limit (S.L.) line(s) shown on the plan(s). The S.L. line is defined as the line that corresponds to a slope stability Safety Factor (S.F.) of 1.5 and delineates the Developable Area where S.F. is greater than 1.5 from the Undevelopable Area where S.F. is less than 1.5. To define the S.L. line, the slope is to be analyzed in the existing natural condition using the highest expected groundwater condition, both natural and man-made.

v) The effect of and extent of slope failure on the subject land and adjacent properties and the methods of protection of the lands.

vi) A setback line, drawn in relation to the S.L. line and within the developable area, which shall define the point nearest the S.L. line that structures (including streets, underground utilities, building foundations, swimming pools, etc.) can be constructed without jeopardizing the slope stability at the S.L. line. The building setback line shall be no closer to the top of slope than:

a) that line determined by a Geotechnical Engineer using a method described in this section, or

b) the "rear yard setback" distance as may be specified by Village of Chase Bylaw.

vii) Identification of proposed fill areas and development of a filling plan addressing ultimate topography, fill materials, methodology, inspection, testing, re-vegetation, slope stability and setbacks as defined by this section.

viii) Assessment and recommendations regarding the effects of rainfall, runoff and irrigation.

b) Existing lands within areas where the S.F. is less than 1.5 may be considered for development by the Village Engineer if the existing slope is modified using recognized remedial procedures which will yield a S.F. greater than 1.5.

c) A Geotechnical Report shall be provided which comments on, but is not necessarily limited to; the suitability of the subgrade to support road construction without settlement, provides recommendations for road structure design commenting on shrinkage/expansion of the subgrade found in the Village of Chase, the suitability of the subgrade to support water and gravity sanitary and storm infrastructure without settlement, the suitability of excavated trench material for utilization as trench backfill, and the suitability of the subgrade to support residential or commercial development.

d) Geotechnical and Slope stability reports shall be prepared by a Professional

Geotechnical Engineer.

e) It is the responsibility of the Owner to ensure that geotechnical and slope stability reports are initiated and that development conforms to the recommendations in the report.

f) The Geotechnical and Slope Stability report shall include provisions which permit the Village of Chase to use and rely on the Report's findings and recommendations and be signed over seal by a Geotechnical Engineer duly licensed as such under the provisions of the Engineers and Geoscientists Act of British Columbia.

1.2.8 Traffic Impact Analysis

A Traffic Impact Analysis shall be conducted whenever a proposed development will generate more than 75 additional peak hour trips to or from the site. A Traffic Impact Analysis may also be required when there are less than 75 additional peak hour trips under one or more of the following conditions:

b) The development is located in an area of high roadway congestion and/or a high employment or population growth area.

c) The development requires an amendment to the Official Community Plan, or Zoning By-Law.

d) The development, its access(es) or type of operation is not consistent with transportation plans.

e) As part of the proposed development, a new traffic signal is proposed.

f) If in the opinion of the Village, the development has the potential to create unacceptable adverse traffic operational and/or safety impacts on the road network. The onus is on the applicant to demonstrate that a Traffic Impact Analysis is not required.

g) Existing access(es) are operating inefficiently or there are traffic safety concerns.

1.2.9 Preliminary Layout Review

a) An Owner may, before causing a plan of subdivision to be prepared and submitted for approval pursuant to the provisions of the Land Title Act, make a submission for Preliminary Layout Review. This submission shall be accompanied by a preliminary plan of the proposal and shall include information as required by the Approving Officer to appraise the proposed subdivision.

b) Preliminary Layout Review of any subdivision shall not be construed as final approval for land registration or any other purpose, nor is a submission for Preliminary Layout Review considered an application under the provisions of the Local Government Act. This approval shall not be considered as acceptance by the Village or its Approving Officer of anything except the general layout of the proposed subdivision, and a list of minimum conditions which would have to be taken into consideration in an application for final approval. Preliminary Layout Review is revocable by the Approving Officer at any time before final approval is granted.

c) The approval period for Preliminary Layout Review (PLR) shall be a maximum of one (1) year with a maximum one (1) year re-approval period permitted wherein the PLR re-approval conditions may vary from the initial PLR approval conditions.

d) Preliminary Layout Review Application shall be submitted on a Schedule A form "Application for Preliminary Layout Review".

1.2.10 Pre-Construction Requirements

No construction shall occur until such time as engineering drawings have been accepted by the Village Engineer. Such acceptance is indicated only by the signature of the Village Engineer, or authorized delegate, on the submitted design drawings. These design drawings shall be referred to as the Village of Chase 'Approved in Principle' Design Drawings. Upon acceptance, a mandatory pre-construction meeting will be scheduled. This meeting may be waived at the discretion of the Village Engineer.

The Owner shall provide the following documentation after acceptance of the Engineering Submission and before commencing any works within the Village of Chase rights-of-way as follows:

a) A Signed and Sealed Servicing Agreement substantially in accordance with Schedule A.

b) Proof of Insurance in accordance with the terms and conditions provided in the Servicing Agreement (Schedule B), naming the Village of Chase as a 'Named Additional Insured'. The Applicant's insurance provider must submit a completed Schedule K.

c) Submission of Performance Security in the amount equal to One Hundred and Twenty (120%) Percent of the estimated off-site servicing costs. Performance Security shall be cash or clean irrevocable letter of credit. A letter of credit shall be in a form acceptable to the Village of Chase.

d) Provision of a Field Review of Construction by A Professional Engineer Schedule D signed by the Owner's Engineer and Owner.

e) Submission of a copy of the WorkSafe BC 'Notice of Project'.

f) Submission of a testing schedule for quality control of the construction materials and construction works, including the name of the Testing Firm and the Testing Firm contact person.

g) Submission of approvals, where applicable, from Provincial Ministry of Highways, Federal Fisheries and Oceans Canada, Provincial Ministry of Environment, and any other Provincial or Federal approvals required for approval of the proposed works.

1.2.11 Post Construction and Village of Chase Acceptance

On completion of works and services the Owner's Engineer shall submit a bound construction completion report to the Village Engineer that contains the following documentation:

a) A Certificate of Inspection signed and sealed by the Owner's Engineer.

b) Complete Materials and Workmanship Testing Reports including, aggregate sieves, proctor test, in-situ density tests, asphalt marshal/compaction densities, concrete tests, sanitary sewer pressure/leakage tests, water main pressure leakage tests, water bacteriological tests and certification in accordance with Schedule M. All materials testing reports shall be signed and sealed by the Engineer for the Owner's testing agency and confirm that all works tested meet or exceed the requirements of this Manual.

c) Fire Hydrant Flow Test and Test Report for all newly installed fire hydrants in accordance with Schedule N. The hydrant(s) shall be colour coded and an identification number stamped on the hydrant spindle. The Village of Chase shall provide the paint colour and the identification number.

d) Letters of acceptance from BC Hydro, Telus, FortisBC-Natural Gas, and CATV, confirming acceptance of the installation of their private utilities.

e) Certificate from the Provincial Electrical Inspector accepting the street light electrical infrastructure.

f) Signed releases from the registered property owners of properties affected by, or adjacent to, the construction works in accordance with Schedule O.

g) Utility videos, complete with inspection report for all new sanitary and storm sewer installations.

h) Confirmation that Canada Post has been notified of the completed subdivision or development.

i) Certification from the Owner's Engineer that rough lot grading has been completed to +/- 75 mm of the design lot grades.

On completion of the Works and Services the Owner shall notify the Village Engineer.

The Village Engineer will, upon receipt of the notice and bound completion report prepared by the Owner's Engineer, inspect the Works and Services and, if necessary, issue a list of deficiencies that shall be corrected. If the Village Engineer determines the Works and Services are substantially complete and can be put into service, a Certificate of Substantial Completion shall be dated and issued where all of the monies held by the Village shall be released, less Ten Percent (10%) of the total cost of the Works and Services to be used as a Maintenance Security plus a Deficiency Amount of two (2) times the value of any deficiencies to be rectified. Upon completion of the deficiencies acceptable to the Village Engineer, a Certificate of Completion shall be dated and issued and the Deficiency Amount, only, released.

1.2.12 Record Drawings

The Owner shall submit Record Drawings, which accurately portray the as-constructed information for the works constructed by the Owner, to the Village Engineer within four weeks of the completion of the installation of said works.

Record Drawing measurements and dimensions shall be recorded during the construction of the works, and prior to works being buried, and shall be accurate in 3 dimensions. The Record Drawings shall be signed and sealed by the Owner's Engineer.

Where works include the installation of water, sanitary sewer, and storm sewer services the Owner shall provide accurate (surveyed) Utility Service cards in accordance with Specification Drawing SC-1.

The Record Drawing submission shall include a digital file containing the Record Drawings in AutoCAD format, GIS Shapefiles and Adobe Acrobat scaled to print on 11" x 17" and ANSI D. The digital files shall be in structured formats and software versions that are the current release or the previous release. The Village of Chase will provide a standard file naming structure for the digital drawing submission.

Record Drawings shall include the installed location for hydro, telephone, gas and CATV ducting, mains and appurtenances.

1.2.13 Final Acceptance

The Village Engineer will release the maintenance security, less the cost of any repairs chargeable to the Owner, upon expiry of the Maintenance Period when so requested by the Owner. Upon release of the Maintenance Security the Village Engineer will issue a Certificate of Final Acceptance.

SECTION 2: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF HIGHWAYS

SECTION 2: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF HIGHWAYS

2.1 GENERAL DESIGN

Where the provisions of Schedule A and Schedule B of the Village of Chase Subdivision and Development Servicing Bylaw require the construction of roads, the Owner shall construct such roads consistent with the regulations, standards and specifications set out in this Section.

2.1.0 Approval of Engineering Drawings Required Prior to Construction

Engineering drawings, prepared in accordance with Section 1.0 of this Manual, showing detailed design of roads shall be submitted to the Village Engineer for approval prior to commencement of construction. These drawings shall show existing ground line and proposed alignment and grade on the highways, horizontal and vertical curve information and all other details as may be required. Grades shall be given at all changes in vertical and horizontal alignments for centreline and gutter lines. Elevations shall be shown on the drawings at all changes in vertical alignment. Four (4) sets of size ANSI 'D' design drawings, date stamped, signed and sealed by a Professional Engineer, shall be submitted for review. Adobe PDF copies of all drawings shall also be included. Where required, additional sets of four (4) ANSI 'D' size revised design drawings shall be date stamped, signed and sealed by a Professional Engineer for approval.

2.2.0 Classification of Highways

Prior to design of the road system the Village Engineer shall classify each road proposed with the subdivision and stipulate the required standards in accordance with the provisions of this Manual.

2.3.0 Geotechnical Evaluation

The Owner shall be responsible for engaging the services of a qualified Geotechnical Engineer duly licensed as such under the provisions of the Engineers and Geoscientists Act of British Columbia to investigate surface and sub-surface conditions within the proposed subdivision. The Geotechnical Engineer shall prepare a report outlining the findings and shall provide clear, definitive recommendations of the geometry and placement of fill sections, compaction requirements over and above those stipulated in this Manual, cut and slope geometry, pavement structures for roads, shrinkage/expansion of subgrade unique to the Village of Chase, and any other geotechnical issues affecting road construction within the proposed subdivision. The Geotechnical Report shall include provisions which permit the Village of Chase to use and rely on the Report's findings and recommendations and be signed and sealed by the Geotechnical Engineer.

2.2 GENERAL DESIGN CRITERIA

2.2.1 General Design Requirements

In the preparation of engineering plans for highways the Owner shall take into account the following general design considerations:

a) Continuation of Existing Streets

The design and arrangement of highways within a subdivision shall provide for the continuation or projection of existing streets in the surrounding area. In no case shall the arrangement of highways within a proposed subdivision make impractical the subdivision of adjoining parcels.

b) Topography to be taken into Account

The design and arrangement of highways shall be suited to the topography of the land proposed to be subdivided.

2.2.2 Consistency with Official Community Plan

The location, classification and standard of all highways proposed within a subdivision shall take into account the proposed use of the land and shall conform to the provisions of the Village of Chase Official Community Plan.

2.2.3 Local Highways

Local highways within a proposed subdivision shall be arranged so that their use by through traffic will be discouraged.

2.2.4 Cul-de-Sacs

Cul-de-sac streets shall be provided with an area designed to permit safe and adequate space for the turning of emergency and public works vehicles.

2.2.5 Lanes

Lanes meeting the standards set out in this Manual shall be provided where the Village Engineer deems them to be necessary.

2.2.6 Walkways

Walkways shall be provided where the Village Engineer deems them to be necessary to provide access through a subdivision to schools, parks, playgrounds, commercial areas or other community facilities, or for the safe and efficient circulation of pedestrian traffic. Walkways shall be provided with chain link fencing on each side of the walkway. The height shall be 1.8 m for the entire length commencing at the setback from frontage property line.

2.2.7 Transit Bays

Unless indicated elsewhere herein, all Transit Bay design standards shall conform to those outlined in the latest edition of 'B.C. Supplement to TAC Geometric Design Guide' as published by the Ministry of Transportation and Infrastructure of British Columbia.

2.2.8 Intersections

Intersections shall be designed as follows:

- Intersections shall meet substantially at right angles (between 70 degrees and 110 degrees).
- Jogs in highway alignment at intersections shall be avoided except where the distance between centre lines is sufficient to ensure traffic safety. The minimum spacing between tee intersections along a street shall be 60 m.
- Intersections having more than four intersecting legs shall not be permitted.
- Intersections shall provide adequate crossing sight distances and stopping sight distances, whichever is greater.

2.2.9 Reverse Curves

If reverse curves are required in a highway alignment the Village Engineer may require they be separated by means of tangents of sufficient length to prevent superelevation rotation.

2.2.10 Mail Boxes

Where required by Canada Post the Owner shall indicate on the engineering drawings approved locations for local mail boxes. The Owner is referred to Canada Post for location guidelines and approval.

2.2.11 Street Names and Traffic Signs

Street names shall be assigned by the Village of Chase. Street name signs and traffic signs and road lineage required as a result of constructing or improving streets shall be provided by the Village of Chase at the expense of the Owner.

Regulatory and Information Signs shall be supplied and installed in accordance with the Village of Chase requirements at the owner/developers full cost. Unless indicated elsewhere herein, all Signs shall conform to the standards outlined in the latest edition of the 'Manual of Standard Traffic Signs and Pavement Markings' as published by the Ministry of Transportation and Infrastructure of British Columbia.

2.2.12 Appurtenances

The Owner's Engineer shall detail on the engineering drawings the location of all proposed traffic islands, retaining walls, guardrails, and permanent barricades. These structures shall be designed in accordance with good engineering practice.

The design shall show the location of all traffic signs, street signs, and other traffic control devices required to be placed in the road allowance. Drawings must show all utility poles, ducts, junction boxes and pipelines. The Owner's Engineer shall indicate those utilities which require relocation prior to road construction and shall confirm with the utility the feasibility of their relocation prior to design completion. For underground systems design drawings shall show the location of underground wiring and appurtenances including connections to properties.

2.3 HIGHWAY DESIGN CRITERIA

2.3.1 Vertical Alignment

The vertical alignment of the highway shall be set so the grades of the driveways to adjacent properties will not exceed 15% for a minimum distance of 5 metres into the property as measured from the property line. Where it is impractical to meet these criteria the Village Engineer may approve the use of private access roads.

The minimum longitudinal gradient at the gutter line shall be 0.5% for all classifications of streets. The minimum longitudinal gradient around cul-de-sacs and curb returns shall be 0.8%.

2.3.2 Design Speeds

The design speeds to be used for design of Highways shall be as per Table 2-1.

TABLE 2-1: DESIGN SPEED

Highway Classification	Design Speed
Arterial (A)	50 km/h
Collector (C)	50 km/h
Local (L)	50 km/h

2.3.4 Road Cross-Section

Roads shall be constructed to the dimensions specified on Specification Drawings RD-1, RD-2, RD-3, RD-4, RD-5, RD-6, RD-7, and RD-8.

2.3.5 Road Structure

The road structures indicated on Specification Drawing RD-1, RD-2, RD-3, RD-4, RD-5, RD- 6, RD-7, and RD-8 are the minimum acceptable road structures.

A Professional Engineer, registered in the Province of British Columbia, shall confirm that the road structure indicated on the Specification Drawings, or, where conditions warrant, that the strength of the road structure is capable of supporting the proposed loading for a 25-year lifespan. In no case will the road be constructed to a standard less than what is specified on Specification Drawings RD-1, RD-2, RD-3, RD-4, RD-5, RD-6, RD-7 and RD-8.

2.3.6 Road Crossfall

Minimum road crossfall shall be 2%, maximum crossfall shall be 4%.

2.3.7 Road Grades

Minimum and maximum road centreline grades shall conform to Table 2-2 based on the classification of the road:

TABLE 2-2: ROAD GRADES

Road Classification	Specification Drawing	Minimum Grade	Maximum Grade
18m R/W Urban Local	RD-1	0.5%	12%
20m R/W Urban Local	RD-2	0.5%	12%
25m R/W Collector	RD-3	0.5%	10%
25m R/W Arterial	RD-3	0.5%	8%
20m R/W Rural	RD-4	0.5%	12%
18m R/W Cul-de-sac	RD-5	0.5%	12% (6% on Cul-de-sac)
20m R/W Cul-de-sac	RD-6	0.5%	12% (6% on Cul-de-sac)
6.0m R/W Lane	RD-7	0.5%	12%
Lane – 'T' Turn Around	RD-8	0.5%	12%

Maximum grades are to be reduced by 1% for each (or part of each) 30 metres that the centre line radius is less than 150 metres.

2.3.8 Vertical Curves

Vertical curves shall be designed to provide safe stopping sight distances. Minimum stopping sight distance is the least distance required to bring the vehicle to a stop under prevailing vehicle and climatic conditions. Vertical curves shall be provided at the following grade changes:

Greater than 0.5% for Arterials Greater than 1.0% for Collectors

Greater than 2.0% for Locals and Lanes

Vertical curve length is calculated by the equation L = KA where:

L	=	the length of the vertical curve (Minimum L = 15 m)
K	=	a constant related to lines and geometry of a parabolic curve
A	=	the algebraic difference in grades in percent

Minimum K values for vertical curve design shall be as described in Table 2-3.

TABLE 2-3: MINIMUM K VALUES FOR VERTICAL CURVE DESIGN

Road Classification	Crest Curve (m) (Minimum)	Sag Curve (m)	
		Lighting	No Lighting
Arterial	22	15	25
Collector	15	10	20
Local, Recommended for Bare Land Strata, Strata	7	6	11

2.3.9 Horizontal Curves

The minimum required centreline radius for various superelevation rates for each classification of highway shall be as described in Table 2-4:

TABLE 2-4: MINIMUM CENTRELINE RADIUS

Road Classification	Horizontal Cure Radius (m) Superelevation (m/m)			
	None	0.02	0.04	0.06
Arterial	n/a	230	200	190
Collector	160	140	130	n/a
Local, Recommended for Bare Land Strata, Strata	95	n/a	n/a	n/a

* Radius may be reduced at the discretion of the Village Engineer.

2.3.10 Curb Returns

Curb return radii shall conform to the following and be based on the lesser classified Highway.

TABLE 2-5: CURB RETURN RADIUS

Road Classification	Curb Return Radius (m)
Arterial	11.0
Collector	11.0
Local, Recommended for Bare Land Strata, Strata	7.5
Rural	13.0
Cul-de-Sac	11.5
Cul-de-Sac connecting radii to tangent	16.0

Curb Returns, Utility Manholes and Water Valves, shall be located to avoid conflict with anticipated traffic wheel paths.

Curb return design information is required (ie; gutter grades and elevations, direction of drainage, etc.). Curb returns shall be designed to avoid conflict with utility manholes, water valves, street lights, power poles, etc.

2.3.11 Intersection Design

Unless indicated elsewhere herein, all intersection design standards shall conform to those outlined in the latest edition of 'B.C. Supplement to TAC Geometric Design Guide' as published by the Ministry of Transportation and Infrastructure of British Columbia.

2.3.12 Intersection Grades

Approach grades for minor streets at intersections to major streets shall not exceed 75% of the maximum grade allowed for that street classification. The minor street shall be

designed to intersect the major street with a vertical curve of minimum length required for that street classification. The vertical curve shall terminate at the curb line using the following K values.

TABLE 2-6: INTERSECTION VERTICAL CURVES

Intersecting Street	Minimum K Value	
	Crest Curve	*Sag Curve*
Arterial	17	15
Collector	7	6
Local, Recommended for Bare Land Strata, Strata	4	4

Crossfalling a road at an intersection will be permitted where required because of topographical features in keeping with good engineering practices. The transition length from a normal cross-sectioned road to a section of road where there is superelevation shall be calculated based on 10 m for every 1% of change in grade.

If these conditions are to be used the Owner must submit a preliminary design showing a centreline profile with existing ground line and proposed grade for all streets and intersections affected for adverse topography. If prior approval has not been given by the Village Engineer then any design submitted will not be approved.

2.3.13 Cul-de-Sacs

Cul-de-sac design shall conform to Specification Drawings RD-5 and RD-6. Cul-de-sacs should be designed such that surface drainage is graded outward to the adjoining street.

Cul-de-sac dead-end roads shall not exceed 150 metres in length in Urban, Town Centre and Industrial Development Areas and 300 metres in length in Rural Development Areas. The measured length shall be along centerline from the centre of the first intersection having access from two alternate routes to the centre of the cul-de-sac. A "Lane -'T' Turn-Around (Specification Drawing RD-8)" will be permitted for lanes and temporary dead ends for streets where subdivision/development is phased.

2.3.14 Lanes

Lane design shall conform to Specification Drawing RD-7.

Lanes shall only be permitted within existing lane rights-of way.

2.3.15 Access

Where possible, properties fronting Collector or Arterial Streets must utilize combined/shared accesses.

Only one access will be permitted for each single family residential, duplex or medium density lot. In no case will an access be less than 7.6m from an intersection.

Two accesses will be considered (where approved by the Village Engineer) for industrial, commercial and high density lots, provided the distance between accesses is greater than 10-metres. In no case will an access be less than 20 m from an intersection unless otherwise approved by the Village of Chase.

The maximum grade for a Lot access shall be 15% for a distance of 5 metres into the property as measured from the property line, provided fire truck access is not required. All driveways must be confined within the legal frontage of the lot. The boundaries of which will be determined by projecting the property lines in a straight line to the edge of road or curb.

2.3.16 Boulevards

The Village of Chase reserves the right to request that boulevards be landscaped complete with automatic irrigation systems inclusive of, but not limited to, all multi-family and commercial developments. Where boulevard landscaping and irrigation is required the Owner shall prepare a landscaping and irrigation design drawing in accordance with this Manual.

2.3.17 Site Grading Plan

A Site Grading Plan, for on-site grading, shall illustrate the final lot grading and lot access locations and access grades. Site grading plans shall include, but not be limited to, existing and proposed elevations, building elevations, locations and extent of retaining walls, contours, swales, control/containment of surface water, cut/fill areas, areas of fill that exceed 0.75 metres in depth, safe building setbacks where required, and any other information deemed necessary.

2.4 CONSTRUCTION

2.4.1 Materials

Highways construction materials shall be in accordance with the latest revision of the Master Municipal Construction Documents.

2.4.2 Construction

Highways construction shall be in accordance with the latest revision of the Master Municipal Construction Documents.

2.4.3 Testing

Highways construction and materials testing shall be in accordance with the latest revision of the Master Municipal Construction Documents.

SECTION 3: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF WATER SYSTEMS

SECTION 3: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF WATER SYSTEMS

3.1 GENERAL DESIGN

3.1.1 Water Distribution System to be Constructed by Owner

Where the provisions of Schedule A and Schedule B of the Village of Chase Subdivision and Development Servicing Bylaw require the construction of a water distribution system, the Owner shall construct a water distribution system and storage facilities, including water mains, valves, hydrants, service connections, pump stations, and disinfection systems consistent with the regulations, standards and specifications set out in this Manual. All standards not specifically described in the Manual shall be in accordance with appropriate American Water Works Association (AWWA) standards or as directed by the Village of Chase.

3.1.2 Approval of Engineering Drawings Required Prior to Construction

Engineering drawings showing detailed design of the required works shall be submitted to the Village of Chase for approval. Engineering drawings shall also be submitted for approval to the regional Public Health Engineer of the Ministry of Health of the Province of British Columbia. The Ministry of Health's Final Certificate shall be submitted to the Village of Chase prior to the construction of any water system. No construction shall commence until the engineering drawings have been approved by the Village of Chase and the Ministry of Health. These drawings shall show alignment, size, grade and depths of pipes, pipe bedding requirements, existing ground line and proposed final ground line over the pipe, location, elevation and detail of all fittings, valves and hydrants, location of all service connections, location, access to, size and details of any pump stations and reservoirs, all easements and all such other details as may be required. Where a water system is not yet available, rights- of-way may be required to be provided by the Owner to allow for the eventual installation of the facility. Such rights-of-way shall be registered to the Village of Chase at the Owner's expense.

3.1.3 Compliance with the Standards of Other Authorities

Where a subdivision is to be supplied by water from any other Authority the Owner shall comply with all of the specifications of the Authority in addition to providing a system equivalent to the Village of Chase system and provided that offsets and general layout for hydrants and valves shall comply with the minimum requirements of this schedule.

3.2 DESIGN CRITERIA

3.2.1 Capacity of System and Sizing of Water Mains

Water distribution systems shall be designed to deliver water in adequate quantities at adequate pressures for both domestic use under peak consumption conditions and fire flows. Mains shall be sized to carry the peak hourly flow rate or the maximum daily flow rate plus the fire flow rate, whichever is the greater. Mains shall be sized using the Hazen- Williams formula with C = 130 for PVC mains and C = 120 for all other pipe material for new mains and maximum flow velocity for peak hourly demand rate of 2.0 m per second. The flow velocity for fire flow plus the maximum day demand shall not exceed 4.0 m per second.

3.2.2 Domestic Demand Criteria

For residential areas the daily domestic demand criteria for purposes of designing water distribution systems shall be:

Average Day Demand (ADD)	= 850 litres/day/capita
Maximum Day Demand (MDD)	= 2100 litres/day/capita

Peak Hour / Maximum Day Consumption Ratio = 1.5

For other than residential areas the demand criteria shall be selected to suit the particular circumstances subject to the approval of the Village Engineer.

3.2.3 Design Pressures

Water main pipe shall be designed to accommodate 1.5 times the maximum projected working pressure for the applicable pressure zone. Pressure zones shall generally be set at minimum pressure of 250 kPa under peak hour conditions and a maximum pressure of 790 kPa under static conditions.

3.2.4 Thrust Blocks and Joint Thrust Restrainers

Thrust Blocks and Joint Thrust Restrainers shall be designed for a minimum 1725 kPa water pressure.

3.2.5 Fire Flow Requirements

Water distribution systems shall also be designed to ensure that fire flows as required by the Insurer's Advisory Organization (IAO) are available for required durations. The following fire flows shall be met for the noted zones under maximum day conditions.

TABLE 3-1: FIRE FLOW REQUIREMENTS

Service Area	Minimum Flow (L/s)
Single Family	60
Low/Medium Density Residential, Light Industrial, Service Commercial	90
High Density Residential, Urban Commercial, Institutional	150
Industrial	200

Interim fire flows shall be designed for pressures in the range of 210 kPa to 1030 kPa, with 210 kPa measured under peak hourly conditions and 1030 kPa measured under static conditions. The minimum pressures shall be measured or calculated at the main floor elevation of the highest proposed house and an allowance made for pressure loss in the service line to the house wall. Minimum residual pressure at any hydrant shall not be less than 140 kPa under maximum day domestic consumption plus fire conditions. Reservoir level shall be assumed at mid point for calculation of minimum pressures and full for calculation of maximum static pressures. Design pressures different, but not less than the above, may be required if sprinkler systems are required. Such pressures must be designed and confirmed by the Owner's engineer.

Private Strata fire hydrants shall be maintained by the Strata annually, or after each use, by a certified maintenance contractor, and corresponding maintenance report forwarded to the Village of Chase. Fire hydrants shall be operated solely by the Village of Chase, Fire Department, or as approved by the Village of Chase.

3.2.6 Minimum Pipe Size

Water main pipe size for all water mains shall be 150 mm diameter in low density residential areas and 200 mm in medium and high density residential, commercial, and institutional areas. Where no further extensions are possible, water mains of 100 mm in diameter may be installed, downstream of the last fire hydrant, for low density residential areas on cul-de-sac roads. The Village Engineer may require a hydraulic analysis design calculating flows and pressures and may require oversizing of distribution or transmission water mains.

3.2.7 Location and Grade of Water Mains

Water mains shall be located in the road right-of-way as shown on the Specification Drawings unless otherwise approved by the Village Engineer.

There shall be a minimum lineal horizontal clearance of 1 metre between a water main and other existing or proposed underground services, except sanitary and storm sewer mains. A minimum of 3 metres horizontal distance between a water main and a sanitary main or storm main shall be maintained. In special cases such as installations in rock or

hardpan, the horizontal clearance may be reduced, with the approval of the Village Engineer and Ministry of Health, provided the invert of the water main is a minimum of 450 mm above the crown of the sanitary main and subject to any Provincial regulations. On side-hill streets, the main shall, where possible, be located on the cut side of the centreline of the street.

Water mains shall be normally designed to follow a straight alignment between intersections. Curved alignments may be accepted provided that the pipe alignment is at a parallel offset with an established boundary and the radius of curvature is not less than 60 m or the minimum radius of curvature recommended by the pipe manufacturer, whichever is the greater.

Water mains shall be designed with a rising grade wherever possible to minimize high points in the water main. Where a high point is unavoidable, either a service, fire hydrant, or air release valve shall be installed at that point. Where the slope of the water main exceeds 15% the design must provide restrained pipe anchorage.

Where the water main network is deficient the Village Engineer may request, installation of additional interconnecting water mains of a minimum 200 mm diameter to loop to the existing water mains. These interconnecting water mains may necessitate the provision of rights-of-way in favour of the Village of Chase.

The maximum length of any permanent non-interconnected water main is 150 m. All mains exceeding 150 m shall be looped except with the approval of the Village Engineer. Interconnecting mains and rights-of-way when required shall be at the Owner's cost.

No gas main, electric or telephone duct or other utility line shall be installed in the same trench with water mains.

Where it is necessary for the water main to cross other underground services, the crossing shall be made at an angle greater than 70 degrees and the vertical clearance between services at the crossing point shall be not less than 300 mm except for sanitary sewers where the clearance shall be 450 mm between the exterior walls of the pipes.

The engineered drawings shall indicate whether the water main passes over or under other underground services which it is crossing.

3.2.8 Spacing of Fire Hydrants

Fire hydrants shall be located, in general, at highway intersections and at maximum spacing of 150 metres in residential areas and 90 metres in high density, commercial, and industrial areas. Additional hydrants may be required by the Village Engineer at schools, multiple family developments, commercial buildings, institutional and public buildings, or other major developments consistent with the current fire flow requirements of Canadian Underwriter's Association, the Insurer's Advisory Organization (IAO), and the British Columbia Building Code. Whenever possible hydrants shall be located near the lowest point on the water main. Additional fire hydrants required to support new development which are not required to meet the minimum spacing must be installed on private property and are considered private hydrants.

Where hydrants are located other than at intersections they should be located on the projection of the property line dividing two lots. In selecting the location of a fire hydrant the probable route of firefighting equipment shall be considered.

A fire hydrant shall not be located within 3 metres of a utility pole, light standard, or hydro transformer, within 1.5 m horizontally of underground service pipes or open ditches, or within 1 m of the back of curb nor can they protrude into the walkway.

3.2.9 Line Valves

Main line valves shall be the same diameter as the main line pipe and shall be located at least in the following locations: three (3) valves located at a cross (+) fitting, two (2) valves required at a tee (T) fitting, one (1) isolation valve required every 200 metres in residential areas, one (1) isolation so that no more than one (1) fire hydrant is out of service at any one time, and, one (1) isolation valve at each end of a statutory right-of-way. In commercial and industrial areas, in addition to the above, line valves shall be spaced every 120metres.

3.2.10 Blow Offs

Permanent blow offs shall be installed at all permanent dead-ends.

3.2.11 Air Release and Vacuum Valves

Air Release and Vacuum Valves shall be installed at the high points in all water main installations.

3.2.12 Valve Box and Marker

A Valve Box Marker shall be installed for all main line valves.

3.2.13 Fittings and Appurtenances

Fittings and appurtenances with other than standard hub ends shall be so indicated on the design drawings. The location of fittings shall be dimensioned on the design drawings.

3.2.14 Services

The diameter of water services shall be determined by the Village Engineer provided that in no case shall the diameter be less than 19 mm. If on-site sprinkling is to be installed the Design Engineer must determine the diameter of service required and indicate the diameter on the design drawings. The minimum residential water service working pressure shall be 250 kPa at an elevation of 6.1 m above the footing elevation at the building site.

3.2.15 Depth of Cover

The depth of the water main shall be sufficient to provide all services with a minimum cover of 1.8 m to the top of the service anywhere within the Right-of-Way. In no instance shall the minimum cover over the crown of the water main be less than 1.8 m.

3.2.16 Tie-ins to Existing Water Mains

Connection of a new water pipe to an existing water main shall be completed by Village personnel unless the existing main has an acceptable provision for a direct extension. The Owner shall pay for the supply and installation of all materials required to complete the connection. The connection details shall be indicated on the design drawings. Only Village of Chase personnel may operate valves and curb stops on the existing water mains.

3.2.17 Water Meters

Water meters shall be installed on each service connection. Refer to Specification Drawings W-10, W-11 and W-12 and the Water Regulation Bylaw, as updated from time to time.

3.3 CONSTRUCTION

3.3.1 Materials

Waterworks construction materials shall be in accordance with the latest revision of the Master Municipal Construction Documents.

3.3.2 Construction

Waterworks construction shall be in accordance with the latest revision of the Master Municipal Construction Documents.

3.3.3 Testing

Waterworks testing and disinfection shall be in accordance with the latest revision of the Master Municipal Construction Documents.

SECTION 4: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERS

SECTION 4: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERS

4.1 GENERAL DESIGN

4.1.1 General

Where sanitary sewage collection and disposal is required, sanitary sewer facilities including gravity sewer mains, pump stations and force mains if required, manholes, service connections and related appurtenances shall be provided by the Owner.

A sewer service lateral shall be installed where required to provide a connection to each lot to be created by the subdivision and to any other existing or possible future lot which can be serviced from mains installed by or for the subdivision. The routing of sewers shall be in accordance with the directions of the Village Engineer.

Where sanitary sewer facilities are not required, rights-of-way may be required to be provided by the Owner to allow for the eventual installation of this facility. Such rights-of-way shall be registered in favour of the Village of Chase at the Owner's expense.

Septic tanks and disposal of effluent to ground shall not be permitted.

4.1.2 Standards and Specifications of this Schedule to Apply to Sewer Works

Standards and specifications contained in this Section shall apply to all sanitary sewer installations constructed for or in the Village of Chase. All standards not specifically covered in these standards shall be as directed by the Village Engineer.

4.1.3 Approval of Engineering Drawings Required Prior to Construction

Engineering drawings showing detailed design of the necessary works shall be submitted to the Village Engineer for approval. No construction of sanitary sewers shall commence until the drawings have been approved by the Village Engineer. These drawings shall show alignment and size of pipes, proposed grades, distances between manholes, manhole invert elevations, existing ground line and proposed final ground line over pipe, location of all service locations to the property line, all easements, lift stations, force mains, pipe bedding requirements and all other details which may be required by the Village Engineer.

4.2 GENERAL CRITERIA

4.2.1 Pipe Capacity

Sanitary sewer facilities constructed in a subdivision shall be designed to provide sufficient capacity to carry the required quantity of sewage from the full contributing area as defined by the Village Engineer.

Sewage design flows shall be based on the equivalent population of the contributing area as determined by the Village Engineer but no less than 66 persons per hectare with an average per capita flow of 360 litres per day. A peaking factor calculated using the Harmon Peak Factor curve shall be applied to the average flow as follows:

$$\text{Peak Factor} = 1 + \frac{14}{4 + P^{1/2}}$$

Where P = equivalent contributing population in thousands.

An infiltration rate of 5,000 litres per hectare per day shall be used. In areas where the water table is high 8,000 litres per hectare per day shall be used.

The peaking factor shall be applied to the sanitary contribution only and not to the infiltration allowance.

Pipe sizes shall be selected so that sewers flow 2/3 to 3/4 full at peak hour design flow.

4.2.2 Sizing of Sewer Mains

The minimum pipe size for sanitary sewer mains shall be 200 mm. No reduction of pipe size shall be made downstream irrespective of pipe grade.

4.2.3 Sanitary Main Location and Alignment

Sanitary sewer service pipe grades shall be in accordance with Table 4-1. Sanitary sewer mains shall be located, wherever possible, where indicated on the Specification Drawings.

Sanitary sewer mains shall generally be designed to follow a straight alignment between manholes. Curved alignments within rights-of-way shall be subject to the approval of the Village Engineer and provided the pipe is set at a grade greater than the specified minimum and pipe alignment is at a parallel offset with an established boundary. In these cases, the radius of curvature shall be not less than 50 metres, or twice the minimum radius recommended by the pipe manufacturer, whichever is greater, the grade shall be not less than 1.0%, and the design velocity must exceed 0.91 m/s.

4.2.4 Minimum Velocity and Design Grade

Minimum velocity for pipe flowing full or half full shall be 0.76 metres per second. There is no maximum velocity for gravity sewer mains, however, where the velocity exceeds 3.65 m/s consideration shall be given to possible scour and hydraulic shock concerns.

Upstream sections of sewers require steeper grades to ensure self-cleansing velocity under partial flow conditions. The following design alternatives are acceptable

4.2.4.1 The terminal section servicing 6 or less sanitary connections shall have a grade of 1.0% greater than the minimum grade specified.

4.2.4.2 The sewer line servicing the 7th to 12th sanitary connection shall have a grade of 0.5% greater than the minimum grade specified.

4.2.4.3 A sewer line servicing the 13th sanitary connection (or more) shall be at the minimum grade specified, or greater.

4.2.4.4 The minimum specified pipe grades for sanitary mains are specified in Table 4-1.

TABLE 4-1: MINIMUM SANITARY SEWER PIPE GRADES

Pipe Size (mm)	Minimum Grade (%)
100	2.00
150	1.00
200	0.45
250	0.33
300	0.25
375	0.20

4.2.5 Hydraulic Losses Across Manholes

The minimum drop in invert elevations across manhole benching shall be:

Straight Run	=	minimum grade
Deflections up to 45°	=	50 mm drop
Deflections 45° to 90°	=	65 mm drop

4.2.6 Minimum Depth of Cover

The minimum depth of cover for sanitary mains shall be 1.5 metres. Sanitary mains shall be at a depth sufficient to provide sanitary sewer service to residential basement elevations.

Village of Chase approval is required prior to installing sanitary sewer mains where 1.5 metre cover is not feasible or available.

4.2.7 Sanitary Manhole Spacing

Sanitary manholes shall be installed at a maximum spacing of 100 metres except where the pipe grade exceeds 10% where the maximum spacing shall be 60 metres, at the following locations:

- At all changes in pipe grade and/or alignment (for non curvilinear

sewers).

- At all changes in pipe size.
- At all pipe junctions and intersections.
- At the beginning and end of pipe curvature for curvilinear sewers.

Where, in the opinion of the Village Engineer, the grades of sewer pipes are sufficient to provide proper cleaning, the maximum spacing of manholes where the pipe grade is less than 10% may be increased to 120 metres.

4.2.8 Drop Manholes

Drop manholes shall only be used when the incoming sewers cannot be steepened or where site conditions do not permit otherwise. Inside ramps may be utilized when incoming sewers cannot be steepened and the elevation of the inlet invert is less than 600 mm above the invert elevation of the centre of the manhole where approved by the Village Engineer. An outside drop manhole shall be installed where the elevation of the inlet invert is 600 mm, or greater, above the invert elevation of the centre of the manhole channel.

4.2.9 Clean-outs

Clean-outs shall not be substituted for manholes except where the sanitary main will be extended for future subdivision/development and the maximum spacing for manholes has not been exceeded.

4.2.10 Service Connections

Sanitary sewer services to single family dwellings and to each unit of duplexes shall be 100 mm diameter. Each service shall be installed with an inspection chamber in the highway right-of-way at property line.

Sanitary sewer services to multifamily sites, mobile home parks, institutional, commercial and industrial sites, shall be sized in accordance with the British Columbia Building Code. Each service from 100 mm to 150 mm in diameter shall be installed with an inspection chamber in the highway right-of-way at property line and each service greater than 150 mm shall be installed with a sanitary manhole at the sanitary main.

A single sanitary sewer service shall be installed to each legal lot. Strata developments and other major developments will be permitted one sanitary service connection unless approved otherwise by the Village Engineer.

A service connection entering a manhole shall have its invert elevation at the crown of the highest main entering the manhole. The service connection shall discharge in the same direction as the benched flow in the manhole.

4.2.11 Sanitary Lift Stations

The objective of the Village of Chase is to minimize the number of Village operated and maintained sewage lift stations. All options to avoid the implementation of lift stations must be thoroughly considered.

The Owner shall obtain approval from the Village Engineer for the siting of a lift station prior to proceeding with detailed design.

Prior to proceeding with a detailed design of a lift station the Owner shall submit a pre-design report that addresses the design considerations of this criteria to the Village Engineer. Approval of the pre-design concepts must be obtained prior to commencing the detailed design.

The location and construction pre-design report for a lift station shall include an assessment of the following considerations:

- Design shall accommodate flows from the overall catchment area.
- Type of station and impact on neighbours, in particular odour impact.
- Construction dewatering requirements where applicable.
- Lift station security and vandal proofing.
- Uplift restraints based on maximum water levels.
- Location of power supply.
- Backup power supply.
- Proximity to water mains and receiving sewer main.
- Vehicular access.
- Geotechnical Investigation.
- WorkSafe BC compliance.
- Capital costs, operation and maintenance costs.

Sewage Lift Station design requirements shall include, but not be limited to, the following:

- Be designed using current technology and equipment.
- Be designed and constructed to the approval of the Village Engineer.
- Be located in a Village of Chase Right-of-way but not under any permanent road structures.
- Lift station design shall comply with WorkSafe BC regulations.
- Shall have SCADA interfaced to the Village of Chase SCADA system.

- Provide minimum 2 hour storage between the high level alarm and the start of overflow.
- Provide minimum of 3 minutes to elapse between successive pump starts at peak flow conditions to prevent pump burnout.
- Pumps shall operate alternatively.
- Pumps shall pump maximum flow with one pump in failure mode.
- Pump and electric motor manufacturer to be acceptable to Village of Chase.
- Provide emergency overflow to a confined storage area which prevents flooding of buildings connected to the sewer system.
- Control panel to be mounted in isolated kiosk.
- Shall have radio telemetry modem and antenna equipment.
- Provide 347/600 volt connection for standby power, 110/220 volt receptacle for small power tools, 19 mm pressure reduced water supply for wash down and, illumination.
- Ball valves and check valves to located horizontally in separate chamber outside of lift station.
- Paved vehicular access.
- Provide equipment and operations manuals and equipment warranties.
- Particular additional criteria for lift stations may be required by the Village Engineer.

4.2.12 Force Mains

The minimum force main diameter shall be 100 mm. Force mains shall be designed and installed in the same manner as a water main. A locating tracer wire shall be installed with the force main.

The maximum force main velocity shall be 3.65 m/s and the cleansing velocity shall be 0.9 m/s. Air Release and Vacuum Valves, suitable for sewage flow, shall be installed at the high points in all force main installations. Force mains shall enter receiving manholes at crown to crown elevation and direct the flow into the receiving channel without excessive spray and in the direction of the receiving sewer flow.

4.3 CONSTRUCTION

4.3.1 Materials

Sanitary Sewer construction materials shall be in accordance with the latest revision of the Master Municipal Construction Documents.

4.3.2 Construction

Sanitary Sewer construction shall be in accordance with the latest revision of the Master Municipal Construction Documents.

4.3.3 Testing

Sanitary Sewer testing shall be in accordance with the latest revision of the Master Municipal Construction Documents.

SECTION 5: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF STORM SEWERS

SECTION 5: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF STORM SEWERS

5.1 GENERAL DESIGN

5.1.1 General

All subdivisions and developments within the Village of Chase are subject to compliance with the Provincial Riparian Areas Regulation. The Owner is required to obtain Ministry of Environment confirmation that the proposed subdivision, strata or development will not adversely impact the environment at the earliest stages of the approval process. Discharges to natural drainage courses shall not adversely affect downstream properties.

The drainage system in the Village of Chase shall consist of two components, the minor and major systems. The minor system shall consist of underground conduits and open channels and watercourses to convey a 25 year return flow for residential, industrial, commercial, institutional, and high density residential areas. The major system shall consist of surface flood paths, roadways, and watercourses to convey a 100 year return flow. In special circumstances where surface flood paths cannot be established, pipes and appurtenances of the minor system may be enlarged to accommodate the major system flow.

The presence of an existing Village drainage facility does not imply that the facility has adequate capacity to receive the design flow nor does it indicate that the drainage pattern of this facility is necessarily acceptable to the Village.

All subdivisions and developments shall be adequately drained throughout the year. Where the whole or part of any proposed subdivision or development has a high water table or is subject to intermittent or periodic flooding, approval of the subdivision or development shall be withheld until the Village Engineer is satisfied that appropriate steps have been taken to drain the land or otherwise remedy such wet or flooding conditions.

Where a subdivision is traversed by a watercourse, drainage way or stream, a right-of-way shall be provided along such watercourse or its planned realignment of a width deemed necessary by the Village Engineer for construction, maintenance, conservation and/or beautification purposes.

For sites where any foreign material other than natural storm drainage might enter the drainage system, facilities to remove the foreign material shall be designed and sealed by a Professional Engineer and approved by the Ministry of Environment.

A natural drainage course shall not be altered or diverted unless such alteration or diversion has been approved by the Village Engineer.

Where it is necessary to convey a drainage system through privately owned land the

Owner shall obtain and grant a right-of-way in favour of the Village of Chase.

Engineering drawings of the detailed storm water design shall be submitted to the Village Engineer for review. Construction shall not commence until such time as an acceptable design has been approved by the Village Engineer. The storm water engineering drawings shall indicate both minor and major storm flow routing, and grades, alignments, inverts, discharge points and all other relevant information, for storm pipes and appurtenances.

The Owner shall submit a contour map at a 1:2500 scale with contour intervals of not more than 0.5 metres, for the total drainage area. The total drainage area boundary is to be indicated on the drawing. The contour map shall indicate the final elevation for all proposed lot corners and the proposed site grading cuts and fills.

5.2 DESIGN CRITERIA

5.2.1 Design Flows

For drainage basins less than 10 ha in size the Design Flows shall be based on the Rational Method;

$$Q = \frac{CIA}{360}$$ where,

Q = Peak Rate of Run off in m^3/s
C = Run off Coefficient
I = Average Rainfall Intensity for a storm whose duration is equal to the time of concentration for the basin in mm/hr.
A = Area of watershed in hectares
T = Time of Concentration

For drainage basins greater than 10 ha in size the design flows shall be based on computer storm water modeling or other methods acceptable to the Village Engineer.

Design Time of Concentration (T_c) shall be based on calculation and in no case will the Design Time of Concentration be less than 15 minutes for residential areas and 10 minutes for industrial and commercial areas.

Storm sewers shall be designed for a 25 year peak storm return frequency for the appropriate Design Time of Concentration. Refer to Specification Drawing ST-7 Rainfall Intensity-Duration Data. Run-off Coefficient (C) shall be in accordance with Table 5-1.

TABLE 5-1: RUNOFF COEFFICIENT

Zoning	Description of Area	Gravel-Loam	Loamy Sand	Clay
P, AR	Public, Recreation, Open Space, Agricultural	0.10	0.20	0.35
R-1, 2, 3	Residential (Single)	0.30	0.40	0.50
R-4, 5, 6	Residential (Multiple)	0.40	0.50	0.60
C-6, 8	Neighbourhood Commercial	0.40	0.50	0.60
C-1, 2, 3, 4, 5, 7	Heavy Commercial	0.50	0.70	0.95
M	Industrial	0.50	0.50	0.80

5.2.3 Design Grade

Gravity storm sewers shall be designed for full flow, calculated using the Manning Formula:

$$Q = \frac{AR^{0.667} \times S^{0.5}}{n}$$

where,

Q = Design flow in m^3 per second
A = Cross sectional area of pipe in m^2
R = Hydraulic radius in metres
S = Slope of hydraulic grade line in m/m
n = Roughness Coefficient

The Roughness Coefficient (n) for the storm pipe shall be the coefficient certified by the Manufacturer of the pipe.

5.2.4 Minimum Pipe Grade

The minimum Storm pipe grades are:

TABLE 5-2: MINIMUM PIPE GRADES FOR STROM SEWER

Pipe Diameter (mm)	Grade (%)
200	2.00 (catch basin leads)
250	0.40
300	0.32
375	0.23
400	0.20
450	0.18
525	0.15
600	0.12
675	0.10
750	0.09
900	0.07

5.2.5 Minimum Pipe Diameter

The minimum pipe diameter for storm mains shall be 250 mm and the minimum diameter for catch basin leads shall be 200 mm. The minimum pipe diameter for residential and non- residential storm services shall be 150 mm.

5.2.6 Velocities and Joint Restraints

There is no maximum velocity for gravity storm mains, however, where the velocity exceeds 3.65 m/s consideration shall be given to possible scour and hydraulic shock problems. Gravity mains installed at grades exceeding 20% shall be reviewed for joint restraint requirements.

5.2.7 Storm Manhole Spacing

Storm manholes shall be installed at a maximum spacing of 100 metres except where the pipe grade exceeds 10% where the maximum spacing shall be 60 metres, at the following locations:

- At all changes in pipe grade and/or alignment (for non curvilinear sewers).
- At all changes in pipe size.
- At all pipe junctions and intersections.
- At the beginning and end of pipe curvature for curvilinear sewers.

Where, in the opinion of the Village Engineer, the grades of sewer pipes are sufficient to provide proper cleaning, the maximum spacing of manholes where the pipe grade is less than 10% may be increased to 120 metres.

5.2.8 Clean-outs

Clean-outs shall not be substituted for manholes except where the storm main will be extended for future subdivision/development and the maximum spacing for manholes has not been exceeded.

5.2.9 Catch Basin Spacing

Catch basins shall be located at maximum spacing of 75 m in the drainage path and at all intersections. Tributary areas shall not exceed 500 m^2 on road grades up to 5% and 400 m^2 on steeper grades, per catch basin.

Catch basins shall be located at all low points or be spaced at intervals such that not more than 10% of the gutter flow reaching each inlet will pass on to the next inlet downstream, provided this carry-over is not objectionable to pedestrian or vehicular traffic and the inlet is not in a sump.

Catch basins shall be located at intervals such that surface drainage does not exceed gutter or flow channel capacities, to eliminate overflow to driveways, boulevard, setbacks, sidewalks, or private property.

Catch basins shall be located at all intersections, preferably at the EC or BC of curb returns. Catch basins shall not be installed in wheelchair ramps, crosswalks, or driveways.

Side-inlet and/or twin-inlet catch basins shall be provided as sags in road grades and in downhill cul-de-sacs.

5.2.10 Catch Basin Leads

Catch basin leads shall discharge into a manhole and not directly into the storm pipe wherever possible.

Catch basin leads shall have a minimum cover of 0.9 metres.

5.2.11 Inlet and Outlet Structures

Inlet and Outlet Structures shall be designed and submitted for each application for review by the Village Engineer. Inlet and Outlet Structures shall include trash racks, safety grillage, energy dissipation, oil separators, safety railings, rip-rap, monitoring devices, as required.

5.2.12 Storm Main Location and Alignment

Storm sewer service pipe grades shall be 2.0% for 100 mm diameter and 1.0% for 150 mm diameter. Storm sewer mains shall be located, wherever possible, in accordance with Specifications Drawings.

Storm sewer mains shall generally be designed to follow a straight alignment between manholes. Curved alignments within rights-of-way shall be subject to the approval of the Village Engineer and provided the pipe is set at a grade greater than the specified minimum and pipe alignment is at a parallel offset with an established boundary. In these cases, the radius of curvature shall be not less than 50 metres, or twice the minimum radius recommended by the pipe manufacturer, whichever is greater, the grade shall be not less than 1.0%, and the design velocity must exceed 0.91 m/s.

5.2.13 Service Connection

Storm sewer services to single family dwellings and to each unit of duplexes shall be 150 mm diameter. A storm inspection chamber is not required.

Storm sewer services to multifamily sites, mobile home parks, institutional, commercial and industrial sites, shall be sized in accordance with the British Columbia Building Code. The minimum service size shall be 150 mm in diameter, a storm inspection chamber is not required, however, each service greater than 150 mm shall be installed with a storm manhole at the storm main.

A single storm sewer service shall be installed to each legal lot. Strata developments and other major developments will be permitted one storm service connection unless approved otherwise by the Village Engineer.

A service connection entering a manhole shall have its invert elevation at the crown of the highest main entering the manhole. The service connection shall discharge in the same direction as the benched flow in the manhole.

5.2.14 Major Flow Routing

Major flow routing for 100 year peak storm frequency shall be identified on the design drawings. The proportion of flow to be carried along the major flow routing shall be the total major flow less the flow carried in the minor storm system. All overland flows, in excess of 0.05 m^3/sec shall have specifically designed flow routes that are protected and preserved by restrictive covenants or rights-of-way. The major flow routing shall normally be provided along roads and in natural watercourses. In some cases the major flow may also be carried alongside the road in grassed swales, and across country in statutory rights-of-way.

In areas where surface major flow routes cannot be provided a pipe system will be designed to accommodate the required major flow, and sufficient inlet capacity will be provided to accommodate introduction of the major flow route into a piped system.

Major flow routing over 0.05 m^3/sec shall be shown and sufficient design shall be carried out to provide assurance to the Village Engineer that no serious property damage or endangering of public safety will occur under major flow conditions. The discharge point from the development for the major flow route, shall be coordinated with the

downstream routing to outfalls as determined by the Village of Chase. Where major flow outfalls to a receiving watercourse, the velocity shall not exceed 1.5 m^3/sec. An energy dissipater shall be provided to minimize erosion.

5.3 CONSTRUCTION

5.3.1 Materials

Storm Sewer construction materials shall be in accordance with the latest revision of the Master Municipal Construction Documents.

5.3.2 Construction

Storm Sewer construction shall be in accordance with the latest revision of the Master Municipal Construction Documents.

5.3.3 Testing

Storm Sewer testing shall be in accordance with the latest revision of the Master Municipal Construction Documents.

SECTION 6: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF CONCRETE CURBS, GUTTERS, SIDEWALKS, STAIRS

SECTION 6: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF CONCRETE CURBS, GUTTERS, SIDEWALKS, STAIRS

6.1 GENERAL DESIGN

6.1.1 General

Where the provisions of Schedule A and B the Village of Chase Subdivision and Development Servicing Bylaw require the provision of curb and gutters, sidewalk, boulevard, or concrete stairs, the Owner shall construct such services in a manner consistent with the regulations, standards, and specifications set out in this Manual.

Engineering drawings showing the detailed design of these works shall be submitted to the Village Engineer for review. No construction of the works shall commence until the design drawings have been approved by the Village Engineer.

6.1.2 Curb, Gutter and Sidewalk Requirements

Curb, gutter and sidewalk shall be provided in accordance with Table 6-1.

TABLE 6-1: CURB, GUTTER AND SIDEWALK REQUIREMENTS

Highway Classification	Curb Type Required	Minimum Sidewalk Width
Arterial	Non-mountable (CGS-1)	1.85m
Collector	Non-mountable (CGS-1)	1.85m
Local	Mountable (CGS-2)	1.85m

6.1.3 Location of Sidewalk

Where sidewalk is required on one side of a highway, the sidewalk shall be located on the same side as the street lights where the street lights are davit lights on hydro poles. Where new street lights are to be installed, the Village Engineer shall determine the side of the highway to locate both the sidewalk and the street lights.

6.2 DESIGN CRITERIA

6.2.1 Design Gradient

The design gradient for curb and gutters shall be as specified for highways, except that the minimum gradient around curb returns and around cul-de-sacs shall be 0.8%.

6.2.2 Curb Return

Elevations shall be shown on the design drawings for the beginning and end of the curb return, and at any grade changes in between. Design drawings shall provide all geometric details both vertically and horizontally for curb returns.

6.2.3 Grading of Boulevards

Upon completion of road, curb and gutter and sidewalk construction, boulevards shall be shaped, graded and landscaped as shown on the Design Drawings. Unless otherwise approved, boulevards shall be graded to drain to the curb and gutter.

6.2.4 Sidewalk Cross Sections

Sidewalk Cross -sections shall have the concrete thickness and steel reinforcing as detailed on MMCD Specification Drawings.

6.2.5 Driveway Access

Driveway access grades across highway boulevards shall be not less than 4% and not more than 6%.

6.2.6 Curb and Gutter Cross-Sections

Curb and gutter cross-sections, for non-mountable and mountable concrete curb and gutter, shall be as detailed on MMCD Specification Drawings.

6.2.7 Commercial and Industrial Reinforced Concrete Accesses

Commercial and Industrial reinforced concrete accesses shall be as detailed in MMCD Specification Drawings.

6.2.8 Wheelchair Ramps

Wheelchair ramps shall be provided at all intersections on highways provided with sidewalks and at all designated cross-walks. Wheelchair ramps shall be constructed in accordance with MMCD Specification Drawings.

6.3 CONSTRUCTION

6.3.1 Materials

Concrete curbs, gutters, sidewalks, stairs construction materials shall be in accordance with the latest version of the Master Municipal Construction Documents.

6.3.2 Construction

Concrete curbs, gutters, sidewalks, stairs construction shall be in accordance with the latest version of the Master Municipal Construction Documents.

6.3.3 Testing

Concrete curbs, gutters, sidewalks, stairs testing shall be in accordance with the latest version of the Master Municipal Construction Documents..

SECTION 7: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF STREET LIGHTING

SECTION 7: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF STREET LIGHTING

7.1 GENERAL DESIGN

7.1.1 General

Where the provisions of Schedule A and Schedule B of the Village of Chase Subdivision and Development Servicing Bylaw require the provision of street lighting, the Owner shall construct street lighting including all conduit, conductor, bases, poles, luminaries, lamps, fixtures, photo cells, control equipment, permits and fees, and all related appurtenances consistent with the regulations, standards, and specifications set out in this Manual and the requirements of the Province of British Columbia Electrical Inspector.

Detailed design drawings shall be submitted to the Village Engineer for review. Construction shall not commence until the design drawings have been approved by the Village Engineer. Electrical record drawings and wiring diagrams shall be submitted for review by the Village Engineer prior to acceptance of the street lighting design by the Village Engineer.

7.1.2 Electrical Permit and Fees

The Owner shall be responsible for obtaining all required electrical permits, paying for all fees for such permits, and for arranging for all electrical inspections for the electrical works.

7.2 DESIGN CRITERIA

7.2.1 Levels of Illumination

The average levels of illumination in lux, measured 1.45 m above the roadway shall be in accordance with Table 7-1. The maximum uniformity ratio for urban roads shall be 6:1 and for collector and arterial roads shall be 3:1.

TABLE 7-1: LEVELS OF ILLUMINATION

Road Classification	Residential Area (Lux)	Commercial/Industrial Area (Lux)
Arterial	10	22
Collector	10	13
Local/Industrial	4.5	10

7.2.2 Pole Locations

Davit poles and fixtures shall be located on all collector and arterial classified highways and post top poles and fixtures shall be located on all local classified highways, in

accordance with MMCD Specification Drawings.

Pole locations, in general, shall be aligned with property lines and shall not conflict with driveways, fire hydrants, and underground services. Street light poles shall be off-set as indicated on Specification Drawings.

7.2.3 Connection to Utility

Each connection to BC Hydro shall be made with an underground service to the power base pole.

7.3 CONSTRUCTION

7.3.1 Materials

Street Lighting construction materials shall be in accordance with the latest version of the Master Municipal Construction Documents.

7.3.2 Construction

Street Lighting construction shall be in accordance with the latest version of the Master Municipal Construction Documents.

7.3.3 Testing

Street Lighting testing shall be in accordance with the latest version of the Master Municipal Construction Documents.

SECTION 8: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF HYDRO, TELEPHONE, GAS. CATV

SECTION 8: REGULATIONS, STANDARDS AND SPECIFICATIONS FOR THE DESIGN AND CONSTRUCTION OF HYDRO, TELEPHONE, GAS. CATV

8.1 GENERAL DESIGN

8.1.1 General

Where the provisions of Schedule A and B of the Village of Chase Subdivision and Development Servicing Bylaw require the provision of Hydro, Telephone, Gas, and CATV, the Owner shall coordinate the design of the Village infrastructure with the Utility Company design, supply and construct all materials in accordance with the respective Utility company plans and specifications. All Utility Company infrastructure designs shall be submitted for review by the Village Engineer. Utility Company works shall not proceed until their design(s) have been approved by the Village Engineer.

8.1.2 Fees

The Owner shall secure all permits and pay for all fees and material costs required for the installation of the Hydro, Telephone, Gas and CATV utilities.

8.2 DESIGN CRITERIA

8.2.1 Horizontal Location

The preferred horizontal location for underground hydro, telephone and CATV ducting, and gas main piping, is shown on Specification Drawings RD-1, RD-2, RD-3, RD-4, RD-5, RD-6, RD-7 and RD-8. Hydro, telephone, CATV, and gas design drawings shall recognize municipal utilities and the final design shall have the approval of the Village Engineer.

8.2.2 Vertical Location

All Hydro, Telephone, CATV, and Gas main piping shall have the minimum cover as specified by the respective Utility Company.

8.2.3 Detailed Design

Detailed design drawings shall be in accordance with the latest issue of the following specifications:

- BC Hydro Specification No. 1323.
- Telus Specification No. 6020.
- FortisBC-Natural Gas Specification No. CSA-Z184-M92.
- CATV materials shall conform to Telus Specification No. 6020 except that CATV duct shall be 50 mm PVC 700 series orange teleduct.

8.2.4 Boulevard Restoration

The Owner is responsible to ensure that roads and boulevards, which have been disturbed by the Utility Companies works, are restored to the Village of Chase road and boulevard specifications immediately upon completion of the Utility works.

8.3 CONSTRUCTION

8.3.1 Materials

Hydro, Telephone, Gas, CATV construction materials shall be in accordance with the latest version of the Master Municipal Construction Documents.

8.3.2 Construction

Hydro, Telephone, Gas, CATV construction shall be in accordance with the latest version of the Master Municipal Construction Documents.

8.3.3 Testing

Hydro, Telephone, Gas, CATV testing shall be in accordance with the latest version of the Master Municipal Construction Documents.

SCHEDULE A: APPLICATION FOR PRELIMINARY LAYOUT REVIEW

APPLICATION FOR PRELIMINARY LAYOUT REVIEW

Village of Chase
Street Address: 826 Okanagan Avenue
Telephone: (250) 679-3238
Fax: (250) 679-3070

Email: chase@chasebc.ca
Mailing Address: PO Box 440
Chase, BC
V0E 1M0

INFORMATION TO BE SUPPLIED BY APPLICANT

DATE OF APPLICATION: _____

PROPERTY OWNER(S): Name (Print): _____ Signature: _____

Address: _____

Phone No.: (_____) _____

APPLICANT AGENT: Name (Print): _____ Signature: _____

Address: _____

Phone No.: (_____) _____

LEGAL DESCRIPTION OF PROPERTY(S):

CIVIC ADDRESS: _____

NO. OF LOTS PROPOSED: _____ PRESENT LOT SIZE: _____

WATER SUPPLY – Existing: _____ Proposed: _____

PRESENT ZONING: _____

PROPOSED USE: _____

FEE ENCLOSED: $_____ $500.00 for the first lot proposed to be created plus $100.00 for each additional lot, which fee is payable at the time of subdivision application. Include proposed survey plan of subdivision.

Receipt # _____

Municipal Office File No. : _____

Form A/10

APPLICANTS SHOULD BE FAMILIAR WITH THE EFFECT THAT ANY OF THE FOLLOWING MATTERS MAY HAVE ON THEIR PROPOSED SUBDIVISION PRIOR TO SUBMISSION OF THIS APPLICATION TO THE APPROVING OFFICER. APPLICANTS ARE URGED TO CONTACT A BRITISH COLUMBIA LAND SURVEYOR OR A CONSULTING PROFESSIONAL ENGINEER FOR ASSISTANCE IN THIS REGARD.

IS THE SUBJECT PROPERTY:	YES	NO
▪ Located in the Agricultural Land Reserve?		
▪ Currently used, or has it ever been used, for commercial or industrial purposes?		
▪ Adjacent to a Controlled Access Highway (TCH No. 1)?		
▪ Adjacent to a Major Road designated on the Village of Chase O.C.P.?		
▪ In a Flood Plain area or area subject to flood?		
▪ In a development permit area designated on the Village of Chase O.C.P.?		
▪ The subject of any other land use controls, eg: Land Use Contract, Covenants?		
▪ IS A WAIVER OF THE MINIMUM LOT FRONTAGE REQUIREMENT OF THE VILLAGE OF CHASE ZONING BY-LAW REQUIRED?		

IN SUPPORT OF THIS APPLICATION I/WE SUBMIT HEREWITH PRINTS OF A SKETCH PLAN OF SUBDIVISION, DRAWN TO SCALE, SHOWING THE EXISTING AND PROPOSED ROADS AND/OR LOTS TOGETHER WITH A CURRENT STATE OF TITLE CERTIFICATE.

FOR THE INFORMATION OF THE APPLICANT THE PLAN MUST SHOW:

- dimensions and areas of each proposed lot
- existing buildings accurately identified and located
- the nature, location and dimensions of any existing or proposed restrictive covenants, easements or rights-of-way affecting the proposed subdivision
- existing wells and sewage disposal areas including soil inspection holes and percolation test holes
- an accurate illustration of all lakes, rivers and drainage courses including high water marks

Municipal Office File No.: _____

Form A/10

SCHEDULE B: STANDARD SUBDIVISION AND DEVELOPMENT AGREEMENT DOCUMENT

SCHEDULE B: STANDARD SUBDIVISION AND DEVELOPMENT AGREEMENT DOCUMENT

THIS AGREEMENT made this_____day of_____, 20___

BETWEEN: THE CORPORATION OF THE VILLAGE OF CHASE, a body corporate, duly incorporated under the laws of the Province of British Columbia, having an office at 826 Okanagan Avenue, in the Village of Chase, Province of British Columbia V0E 1M0.

(hereinafter call the "Village")

OF THE FIRST PART

AND: (hereinafter call the "Owner")

OF THE SECOND PART

WHEREAS:

A. The Owner is the registered Owner or holder of a Registered Right to Purchase lands and premises situate, lying and being in the Village of Chase, Province of British Columbia, and more particularly known and described as:

(hereinafter called the "Land")

B. The Owner wishes to subdivide and/or develop the Land, or part thereof, in the manner shown on a Plan of Subdivision which has been submitted by the Owner to the Approving Officer of the Village for approval, a copy of which such plan is attached hereto as Appendix "A", and is hereinafter call the "Subdivision Plan".

C. The Owner is desirous of entering into this Agreement with the Village pursuant to the provisions of Section 991 of the Local Government Act, in order to obtain approval from the Approving Officer of the Subdivision Plan prior to completion of the construction and installation on and/or off the Land of all works and services required by the Village to be constructed and installed on the Land and/or on one-half of any highway immediately adjacent to the Land by the Owner.

D. The Owner is also desirous of voluntarily providing works and services beyond the Land and the highway immediately adjacent to the Land in order to obtain approval from the Village of the subdivision and/or development, as the Village deems it to be too costly to provide those works at the expense of the ratepayers.

Form B/10

NOW THIS AGREEMENT WITNESSETH that in consideration of the premises and of the mutual covenants and agreements herein contained, the parties hereto covenant and agree as follows:

B.1 Appendices

The following Appendices are to be initialed by each Party for identification and will be read with and form part of this Agreement.

Appendix "A" - A copy of the subdivision plan for the Lands.

Appendix "B" - A list of the Works and Services and an estimate of their respective construction costs.

Appendix "C" - Construction drawings to be used for the construction of the Works and Services.

Appendix "D" - Non-Refundable Administration Fee and Performance Security.

B.2 Owner To Do Work

The Owner covenants and agrees to construct and provide all the Works and Services listed and shown on Appendices "B" and "C" hereto, as approved by the Village, in accordance with the standards contained in the Village of Chase Subdivision and Development Servicing Bylaw and Standards Manual. The Owner shall employ only bonded and qualified contractors to carry out and complete the Works and Services.

B.3 Transfer of Interest in Works

The Owner covenants and agrees with the Village to assign, transfer and convey to the Village all of its right, title and interest in the Works and Services, upon their completion, (as witnessed by the issuance of a Certificate of Substantial Completion). The Owner will from time to time and at all times so long as it exercises any rights of ownership in the Lands upon request of the Village, make, do and execute or cause or procure to be made, done and executed, all such further acts, deeds, right(s)-of-way, easements and assurances for the more effectual carrying out of this Agreement.

B.4 Permission To Do Work

The Village covenants and agrees to permit the Owner to construct the Works and Services, including that portion of the Works and Services to be constructed on dedicated highways and other right(s)-of-way controlled by the Village; on the terms and conditions herein, and in the manner required by and at the places specified in Appendix "C" of this Agreement and Specifications contained and forming part of the Subdivision and Development Servicing Standards Manual; provided that nothing in this Agreement shall be construed as an undertaking, promise or covenant on the part of the Village to make available the use of or access to the Works and Services for any

purpose, and without limiting the foregoing for the purpose of servicing the Lands or any other real property whatsoever either owned or controlled by the Owner or its associates or otherwise, but rather the Village reserves the right in its sole and absolute discretion to make available, operate, alter, use, extend, diminish, discontinue, tear up, sell, rent or otherwise dispose of the Works and Services as its Council from time to time deems fit.

B.5 Completion of Work

The Owner shall complete the construction of the Works and Services, specified in Appendix "C" of this Agreement as Project No.____of the Village, to the satisfaction of the Village, within One (1) year from the date of this Agreement.

B.6 Changes To Bylaws

The Owner covenants and agrees to comply with any changes in subdivision requirements or standards enacted by the Subdivision and Development Servicing Bylaw or Subdivision and Development Servicing Standards Manual prior to the actual commencement of the Works and Services contemplated by the Agreement.

B.7 Design By Professional Engineer

The Owner covenants and agrees that all Plans, Specifications and Works and Services required herein shall be prepared, designed, and sealed by a Professional Engineer, who shall be registered with the Association of Professional Engineers and Geoscientists of British Columbia and retained by the Owner as the Owner's Engineer. Plans and specifications for the Works and Services shall be prepared by or under the direct supervision of the Owner's Engineer and all plans shall bear his/her professional seal and signature.

Where the estimated cost of the Works and Services exceeds One Hundred Thousand Dollars ($100,000.00) as detailed in Appendix "B" of this Agreement, the Owner covenants and agrees to ensure that the Owner's Engineer maintains professional liability, errors and omissions insurance to a value of $____per occurrence during the terms of the Owner's Professional Engineer's engagement.

B.8 Engineering Drawings

The Owner covenants and agrees that the intent of this Agreement is that the Owner shall construct fully completed Works and Services, and grant all necessary statutory right(s)-of-way as shown in the Drawings and Specifications prepared by:

_____

Under Drawing Numbers:

_____ _____

_____ _____

_____ _____

and as approved in principle for the purposes of this Agreement by the Village of Chase Engineer on the_____day of_____, 20___.

B.9 Changes To Design By Village of Chase

The Village Engineer may alter the drawings, because of the conditions at the site, so that the Works and Services function and operate in a manner satisfactory to the Village Engineer. Should the Works and Services, as provided herein, prove to be in any way defective or should they not operate to the satisfaction of the Village Engineer, then the Owner shall, at his own cost modify and reconstruct the Works and Services so that the Works and Services shall be fully operative and function to the satisfaction of the Village Engineer.

B.10 Start Of Work

The Owner covenants and agrees not to commence work until the Village Engineer provides the Owner with written permission to proceed with the construction.

B.11 Substantial Completion

A Certificate of Substantial Completion shall be provided by the Village Engineer on the completion of the construction of the Works and Services, listing all the deficiencies. This Certificate of Substantial Completion shall not be construed as acceptance of the Works and Services. Substantial Completion shall occur when the Owners Engineer has provided written notice to the Village of Chase, under seal and signature, that not less than ninety-five (95%) percent of the value of the works and services specified in Appendix 'B' of Schedule B have been completed in accordance with the plans and specifications included in Appendix 'C' of Schedule B. Refer to Schedule F.

B.12 Certificate of Completion

A Certificate of Completion shall be provided by the Village Engineer on the completion of the construction and correction of all deficiencies. Refer to Schedule G.

B.13 As-Built Submission

The Owner covenants and agrees to submit to the Village the final as-built/record drawings and records of construction, and test results, as required by the Village Engineer, pursuant to this Subdivision and Development Servicing Standards Manual, within 60 days of the date of the Certificate of Substantial Completion.

B.14 Maintenance Period And Responsibility

The Owner covenants and agrees to maintain every part of the Works and Services in perfect order and in complete repair for a period of one (1) year from the date shown on the Certificate of Completion in accordance with the requirements of this Agreement and Subdivision and Development Servicing Standards Manual.

Should the Owner, for any reason, fail to maintain when ordered, then the Village Engineer, at the Engineer's option, after giving the Owner seven (7) days written notice (or without notice if an emergency or danger to the public exists), may do so, and the whole costs, charges and expenses so incurred by the Village will be payable by the Owner, as provided for herein. The decision of the Village Engineer will be final with respect to the necessity for repairs, or the adequacy of any work done.

Once any water mains covered by this Agreement are connected to the Village water system, only Village workers or contractors under the direct supervision of the Village may undertake work on such water mains. As such, Village workers or contractors retained by the Village will correct any defects, imperfections, acts of vandalism, settlements and/or rechlorination and flushing of such water mains which is deemed by the Village Engineer to be necessary, during the one (1) year period from the date shown on the Certificate of Completion, and the whole of such costs, charges and expenses so incurred by the Village in undertaking such work including but not limited to contractor costs will be payable by the Owner as provided for herein. Any rechlorination and flushing work on any water main, or water main break, shall be considered to be "emergency work" and as such the Owner may not receive prior notice that such work is being undertaken by the Village.

Prior to the release of the Performance Security for the works and services the Owner will deliver to the Village a maintenance security in accordance with the Subdivision and Development Servicing Bylaw and Standards Manual.

Form B/10

B.15 Certificate of Final Acceptance

The Village covenants and agrees that upon satisfactory completion by the Owner of all the covenants and conditions in this Agreement, including the maintenance of the Works and Services in complete repair for a period of one (1) year, to provide the Owner with a Certificate of Final Acceptance of the Works and Services, signed by the Village Engineer. Notice of Final Acceptance of the Works and Services will be issued by the Village Engineer when all deficiencies have been corrected, as-built drawings and service record cards received, and the maintenance period outlined herein has expired. Refer to Schedule H.

All such Works and Services remain at the risk of the Owner until the Certificate of Final Acceptance for the Works and Services has been issued.

B.16 Final Building Inspection Withheld

The Owner acknowledges and agrees that the Village will withhold the granting of a Final Inspection for the use of any building or part thereof, constructed upon the Lands until all the Works and Services required herein have been completed to the satisfaction of the Village Engineer.

B.17 Owner Indemnifies Village

The Owner covenants and agrees to save harmless and indemnify the Village against:

(a) all actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought by reason of the construction, installation, maintenance or repair of the Works and Services;

(b) all expenses and costs which may be incurred by reason of the construction, installation, maintenance or repair of the Works and Services resulting in damage to any property owned in whole or in part by the Village for which the Village by duty or custom is obliged, directly or indirectly, in any way or to any degree, to construct, install, maintain or repair;

(c) all expenses and costs which may be incurred by reason of liens for non-payment of labour or materials, WorkSafe BC assessments, Employment Insurance, Canada Pension Plan, Federal and Provincial Tax, Property Reinstatements or encroachments owing to mistakes in survey.

(d) all expenses and costs which may be incurred by the Village as a result of faulty workmanship and defective material in any of the Works and Services installed by the Owner.

The above sub-clauses shall not be construed as to extinguish any rights which the Village would have were it not for the inclusion of this Clause 17 (seventeen) of this Agreement

Insurance Coverage By Owner

The Owner covenants and agrees to provide the following insurance coverage, and to provide the Village with a copy of the insurance policy prior to the commencement of any construction of the Works and Services.

(e) To protect the Owner and the Village against all claims arising out of:

(i) Death or injury to persons and,

(ii) Damage to or loss of any Village buildings, structures, stores, equipment and materials included in or required for the carrying out of the Works and Services.

(f) Every policy of insurance required shall:

(iii) Name "THE VILLAGE OF CHASE" as an 'Additional Insured' and,

(iv) State that the policy applies to each insured in the same manner and to the same extent as if a separate policy had been issued to each Insured and,

(v) State that the policy cannot be canceled, lapsed or materially changed without at least thirty (30) days written notice to the Village, delivered to the Village Engineer.

The Owner shall at his sole expense throughout the currency of this Servicing Agreement carry Comprehensive Liability Insurance acceptable to the Village of Chase in the amount of at least Two Million Dollars ($2,000,000.) with insurance companies licensed to carry on business in the Province of British Columbia in partial discharge of the Owners obligation under Clause 17 (seventeen) of this Agreement. Refer to Schedule V.

B.18 WCB Designated Prime Contractor

Where the Owner constructs Works and Services on dedicated highways and other right(s)-of-way controlled by the Village, on the terms and conditions herein, and in the manner required by and at the places specified in Appendix "C" of this Agreement and Specifications contained and forming part of the Subdivision and Development Servicing Standards Manual, the Owner shall, seven (7) days prior to the start of the construction works and services, complete and submit to the Village, a completed WCB Designated Prime Contractor form. (Appendix E)

Form B/10

B.19 Performance Security

As Security for the due performance of all of the covenants and promises contained in this Agreement, the Owner will on signing this Agreement deposit with the Village of Chase a Performance Security Deposit, calculated in Appendix 'D' (Item D.2), of this Agreement, in the amount of $_____in the form of Cash or an Irrevocable Letter of Credit acceptable to the Village (herein called the Performance Security).

In the event that the Owner fails to construct and install the Works and Services prescribed herein within the time specified in Clause 5 (five) of this Agreement, the said Performance Security of $___will be forfeited to the Village.

B.20 Consent To Forfeiture of Performance Security For Deferred Works

The Owner acknowledges that construction of the following Works and Services are premature and/or may give rise to risk of public safety and agrees therefore to forfeit the amount of the Performance Security indicated. The Village will retain this amount and will use it to construct the said Works and Services at a future time of its choosing. The Village will not claim any further compensation from the Owner and the Owner will have no entitlement to return any part of the forfeited amount.

Proposed Works and Services	Security Amount Forfeited
_____	_____
_____	_____
_____	_____

B.21 Use Of Performance Security

The Owner agrees that if all the Works and Services or obligations are not completed, installed or performed pursuant to this Agreement, the Village may complete or fulfill the Works and Services or obligations at the cost of the Owner and deduct from the Performance Security held by the Village the cost of such completion, and the balance of the deposit shall be returned to the Owner, less any additional administration fees or costs incurred. If there is insufficient money on deposit with the Village, then the Owner will pay such deficiency to the Village immediately upon receipt of the Village's bill for completion. It is understood that the Village may do such Works and Services either by itself or by contractors employed by the Village. If the Works and Services are completed as herein provided, then the deposit shall be returned to the depositor.

B.22 Release Of Security And Provision Of One Year Maintenance Security

If the Village Engineer is of the opinion that the Works and Services or any portion thereof have been adequately completed, and the Owner's covenants performed in compliance with this Agreement, and if there is no litigation pending or threatened by any third party against the Village as a result of, or arising from, the construction of the Works and Services, the Village Engineer may return all, or any portion of the Performance Security to the Owner at such times and in such amounts as the Village Engineer may deem proper, provided only that the Village Engineer will retain an amount equal to Ten (10%) Percent of the Performance Security Deposit, with a minimum of One Thousand ($1,000.) to secure the performance of the maintenance required of the Owner (hereinafter called the Maintenance Security).

B.23 Return Of Maintenance Security

If at the end of the one (1) year maintenance period the Village Engineer is satisfied that the Owner has complied with the covenants contained in this Agreement and if there is no litigation pending or threatened by any third party against the Village as a result of, or arising from, the construction of the Works and Services, the Village Engineer may direct that the Maintenance Security or any portion thereof, be returned to the Owner and thereinafter the Owner's responsibility for the Works and Services shall cease.

B.24 Administration Fee

The Owner covenants and agrees to pay to the Village a non-refundable administration fee, in the amount calculated in Appendix 'D' (Item D.1), of this Agreement, to cover Village administration and processing costs. This administration fee is payable by cash or cheque prior to signing of this Agreement and the commencement of the Works and Services.

B.25 No Other Representations

It is understood and agreed that the Village has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with the Owner other than those in this Agreement.

B.26 Compliance With Bylaws

Subject to this Agreement, the proposed Works and Services and the development herein shall comply with all of the Bylaws of the Village of Chase.

B.27 No Waiver

The Owner covenants and agrees that nothing contained or implied herein shall prejudice or affect the rights and powers of the Village in the exercise of its functions under any public and private statues, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the said Lands as if the Agreement had not been executed and delivered by the Owner.

B.28 Notice to Owner

Any demand or notice required or permitted to be given under the provisions of this agreement shall be in writing and may be given by mailing such notice by prepaid registered post to the party concerned at the address of such party first above-recited, and any such notice or demand mailed as aforesaid shall be deemed to have been received by the party to whom it is addressed on the second business day after the date of posting thereof.

Form B/10

THIS CONTRACT shall ensure to the benefit of and be binding upon the parties hereto, their respective successors and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first above written.

FOR SIGNED, SEALED AND DELIVERED
The Corporate Seal of

_____

Was hereunto affixed in the presence of

Signature_____

Name_____

Title _____ **SEAL**

FOR SIGNED, SEALED AND DELIVERED
By the above named in the presence of (witness)

Signature_____ _____
Owner's Signature

Name_____

Occupation_____

Address_____ _____
Owner's Signature

FOR THE VILLAGE OF CHASE SIGNED SEALED, AND DELIVERED
The Corporate Seal of the Village of Chase was hereunto affixed in the presence of

_____
Mayor of the Village of Chase

_____
Administrator of the Village of Chase

Form B/10

APPENDIX "A"

COPY OF THE SUBDIVISION PLAN OF THE LANDS.

Form B/10

APPENDIX "B"

A LIST OF THE WORKS AND SERVICES TO BE OWNED AND MAINTAINED BY THE VILLAGE OF CHASE AND AN ESTIMATE OF THEIR RESPECTIVE CONSTRUCTION COSTS.

Form B/10

APPENDIX "C"

CONSTRUCTION DRAWINGS TO BE USED FOR THE CONSTRUCTION OF THE WORKS AND SERVICES.

Form B/10

APPENDIX "D"

NON-REFUNDABLE ADMINISTRATION FEE AND PERFORMANCE SECURITY

Form B/10

D.1 Non-Refundable Administration Fee

In accordance with Clause 12 of the Village of Chase Subdivision and Development Servicing Bylaw the Owner covenants and agrees to pay the Village of Chase a non-refundable administration fee to cover Village administration and processing costs.

Total non-refundable administration fee $_____
(Cash or Cheque)

D.2 Refundable Performance Security

Total cost for Construction of Works and Services as per Appendix "B" $_____ (B)

Performance Security $ _____ (B) X 1.25 = $ _____
(Cash or Irrevocable Letter of Credit)

Form B/10

APPENDIX "E"

WCB DESIGNATED PRIME CONTRACTOR

Form B/10

Designation of Contractor as Prime Contractor for Village Project

Village of Chase Information

Contract Number: _____

Description: _____

Contact Person: _____

Prime Contractor Information

Name of Prime Contractor: _____

Address: _____

_____

Phone: _____

Prime Contractor WCB Account Number: _____

Person in Charge of Project _____

Person Responsible for Coordinating Health and Safety Activities: _____

_____

Prime Contractor's Declaration as per Workers' Compensation Act

I/we acknowledge, in accordance with the Workers' Compensation Act (RSBC 1996) Chapter 492, Part 3, Division 3, Sections 115, 116, 117, 118, 119, 120, 121, 122, 123, and 124 that I/we are the "Prime Contractor" and are qualified to act as the "Prime Contractor". I/we accept the duties and responsibilities for coordination of health and safety in accordance with the Workers Compensation Act. And further that I/we will do everything that is reasonably practicable to establish and maintain a system or process that will insure compliance with the Workers Compensation Act and the Occupational Health and Safety Regulations.

_____

Prime Contractor's Signature

Date: _____

Form B/10

SCHEDULE C: STATUTORY RIGHT-OF-WAY DOCUMENT

SCHEDULE C: STATUTORY RIGHT-OF-WAY AGREEMENT

THIS INDENTURE made this_____day of_____A.D, 20_____

BETWEEN: (hereinafter call the "Grantor")

OF THE FIRST PART

AND: THE CORPORATION OF THE VILLAGE OF CHASE, a body corporate, duly incorporated under the laws of the Province of British Columbia, having an office at 826 Okanagan Avenue, in the Village of Chase, Province of British Columbia V0E 1M0.

(hereinafter call the "Grantee")

OF THE SECOND PART

WHEREAS the Grantor is the registered Owner of, or is entitled to become the registered Owner of, an estate in fee simple of ALL AND SINGULAR those certain parcels or tracts of lands and premises situate, lying and being in the Village of Chase, in the Province of British Columbia, and being more particularly known and described as:

(hereinafter called the "Lands of the Grantor")

AND WHEREAS the Grantor and Grantee have agreed to enter into this agreement pursuant to Section 214 of the Land Title Act, RSBC 1996, Chapter 219 and amendments thereto:

AND WHEREAS it is necessary for the operation and maintenance of the Grantee's undertaking, hereinafter described, to install and maintain a system of sewerage works, and/or water works, and/or drainage works, and/or gas works including all pipes, valves, fittings, buildings and facilities in connection therewith and/or hydro electric works including all wires, poles, conduits and other facilities in connection therewith:

(hereinafter called the "Works")

The Grantor has agreed to permit the construction by the Grantee for the aforementioned works on a portion of the said Land and to grant for that purpose the right-of-way hereinafter described:

NOW THEREFORE THIS INDENTURE WITNESSETH that in consideration of the sum of _____ Dollars ($____) of lawful money of Canada, now paid by the Grantee to the Grantor (the receipt

and sufficiency of which is hereby acknowledged by the Grantor), and in consideration of the covenants and conditions hereinafter contained to be observed and performed by the Grantee and for other valuable consideration:

THE GRANTOR DOTH HEREBY:

C.1 Grant, convey, confirm and transfer, in perpetuity, unto the Grantee the full, free and uninterrupted right, license, liberty, privilege, permission and right-of-way to lay down, install, construct, entrench, operate, maintain, inspect, alter, remove, replace, bury, cleanse, string and otherwise establish one or more systems of Works upon, over, under and across that part of the Land of the Grantor as shown outlined in heavy black on right-of-way Plan Number:_and designated as___.

(hereinafter called the "Perpetual Right-of-Way")

C.1.2 Covenant and agree to and with the Grantee that for the purposes aforesaid and upon, over, under and across the Perpetual Right-of-Way the Grantee shall for itself and its servants, agents, workmen, machinery, vehicles, equipment and materials be entitled at all time to enter, use, pass and repass, labour, construct, erect, install, dig, carry away soil or other surface or subsurface materials, clear of all trees, growth, buildings or obstruction now or hereafter in existence, as may be necessary, useful, or convenient in connection with the operations of the Grantee in relation to the Works;

C.1.3 Grant, convey, confirm and transfer unto the Grantee for itself and its servants, agents, workman, contractors and all other licensees of the Grantee, together with machinery, vehicles, equipment and materials the right at all reasonable times to enter upon and to pass and repass over such of the Lands of the Grantor as may be reasonably be required for the purpose of ingress to and egress from the Perpetual Right-of-Way;

C.1.4 Grant, convey, confirm and transfer unto the Grantee for itself and its servants, agents, workmen, contractors, and all other licensees of the Grantee, together with machinery, vehicles, equipment and materials for a period of__days only from the date of this Agreement, the full, free and uninterrupted right, license, liberty, privilege, permission and right-of-way to enter upon, pass and repass, clear, labour, and use for the purpose of ingress to and egress from the Perpetual Right-of-Way and for the purpose of storing machinery, equipment, material or supplies used or to be used in connection with the construction of the Works herein described, and for the purpose of placing or storing the surface or subsurface material to be excavated from the Perpetual Right-of-Way upon and over, but not under that part or parts of the Lands of the Grantor, shown outlined in green on the Right-of-Way Plan Number:_____:

(hereinafter called the "Working Right-of-Way")

Form C/10

Provided always, and it is hereby agreed that nothing herein contained shall permit the Grantee to dig, trench or otherwise disturb the sub-surface of the Working Right-of-Way, and the Grantee shall only clear such trees and growth and interfere and disturb the surface of the Working Right-of-Way in a manner that is reasonably necessary in the conduct of its operations thereon;

C.2 THE GRANTOR HEREBY COVENANTS TO AND AGREES WITH THE GRANTEE, as follows:

C.2.1 That the Grantor will not, nor permit any other person, to erect, place, install or maintain any building, structure, mobile home, concrete or asphalt driveway or patio, pipe, wire or other conduit on, over or under any portion of the Perpetual Right-of-Way so that it in any way interferes with or damages or prevents access to, or is likely to cause harm to Works authorized hereby to be installed in or upon the Perpetual Right-of-Way.

C.2.2 That the Grantor will not do nor knowingly permit to be done any act or thing which will interfere with or injure the said Works, and in particular, will not carry out any blasting on or adjacent to the Perpetual Right-of-Way without the consent in writing of the Grantee, provided that such consent shall not be unreasonably withheld;

C.2.3 That the Grantor will not substantially diminish the soil cover over any of the Works installed in the Perpetual Right-of-Way, and in particular, without in any way limiting the generality of the foregoing, will not construct open drains or ditches along or across any Works installed in the Perpetual Right-of-Way;

C.2.4 That the Grantor will from time to time and at all times upon every reasonable request, and at the cost of the Grantee do and execute or cause to be made, done or executed all such further and other lawful acts, deeds, things, devices, conveyances and assurances in law whatsoever for the better, assuring unto the Grantee of the rights hereby granted;

C.3 THE GRANTEE HEREBY COVENANTS TO AND AGREES WITH THE GRANTOR, as follows:

C.3.1 That the Grantee will not bury any debris or rubbish or any kind in excavations or backfill, and will remove shoring and like temporary structures as backfilling proceeds;

C.3.2 That the Grantee will thoroughly clean all lands to which it has had access hereunder of all rubbish and construction debris created or placed thereon by the Grantee, and will leave such lands in a neat and clean condition;

C.3.3 That the Grantee will, as soon as weather and soil conditions permit, and so often as it may exercise its right of entry hereunder to any of the lands of the Grantor, replace the surface soil as nearly as may be reasonably possible to the same condition as it was

prior to such entry, in order to restore the natural drainage to such lands; PROVIDED, HOWEVER, that nothing herein contained shall require the Grantee to restore any trees or other surface growth, but the Grantee shall leave such lands in a condition which will not inhibit natural regeneration of such growth;

C.3.4 That the Grantee will, as far as reasonably possible, carry out all work in a proper and workmanlike manner so as to do as little injury to the Lands of the Grantor as possible;

C.3.5 That the Grantee will make good at its own expense all damage or disturbance which may be caused to the surface soil of the Lands of the Grantor in the exercise of its rights hereunder:

C.3.6 That the Grantee will, as far as reasonably possible, restore any fences, lawns, flower beds, at the Grantee's cost as nearly as may be possible to the same condition that they were in prior to any entry by the Grantee upon the Lands.

C.4 THE PARTIES HERETO EACH HEREBY COVENANT TO AND AGREE WITH THE OTHER, as follows:

C.4.1 The said Works referred to above, together with all pipes, manholes, valves and conduits, wires, casings, fittings, lines, meters, appliances, facilities, attachments or devices used in connection therewith shall constitute the Works;

C.4.2 Notwithstanding any rule of law or equity to the contrary, the Works brought on to, set, constructed, laid, erected in, upon or under the Perpetual Right-of-Way by the Grantee shall at all times remain the property of the Grantee, notwithstanding that the same may be annexed or affixed to the freehold and shall at any time and from time to time be removable in whole or in part by the Grantee;

C.4.3 In the event the Grantee abandons the Works or any part thereof the Grantee may, if it so elects, leave the whole or any part thereof in place;

C.4.4 That no part of the title in fee simple to the soil shall pass to or be vested in the Grantee under or by virtue of these presents and the Grantor may fully use and enjoy all of the Lands of the Grantor subject only to the rights and restrictions herein contained;

C.4.5 That the covenants herein contained shall be covenants running with the land and that none of the covenants herein contained shall be personal or binding upon the parties hereto, save and except during the Grantor's seisin or ownership of any interest in the Lands of the Grantor, and with respect only to that portion of the Lands of the Grantor of which the Grantor shall be seised or in which he shall have an interest, but that the Lands of the Grantor, nevertheless, be and remain at all times charged therewith;

C.4.6 If at the date hereof the Grantor is not the sole registered Owner of the Lands of the Grantor, this agreement shall nevertheless bind the Grantor to the full extent of his interest therein, and if he shall acquire a greater or the entire interest in fee simple this Agreement shall likewise extend to such after-acquired interests;

C.4.7 Where the expression "Grantor" includes more than one person, all covenants herein on the part of the Grantor shall be construed as being several as well as joint;

C.4.8 This agreement shall endure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors and assigns, as the case may be; and wherever the singular or masculine is used, it shall be construed as if the plural or the feminine or neuter, as the case may be, had been used; where the parties of the context hereto so require and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.

Form C/10

IN WITNESS WHEREOF the parties hereto have executed these presents in the manner and on the date hereinafter appearing.

THE COMMON SEAL OF THE GRANTOR was hereto
Affixed this _____day of _____20____,in the
Presence of:

_____
Signature of Witness:

SEAL

_____
Address

_____

_____
Occupation
(as to all signatures of the Grantor)

THE CORPORATE SEAL OF THE VILLAGE OF CHASE
Was hereunto affixed this _____day of _____
20____, in the presence of:

_____
Mayor of the Village of Chase

SEAL

_____
Administrator of the Village of Chase

Form C/10

CONSENT TO GRANT OF RIGHT-OF-WAY

KNOW ALL MEN BY THESE PRESENTS THAT is the registered holder of a charge by way of _____against the within-described property, which said charge is registered in the Land Title Office, City of Kamloops, under Numbers _____, for and in consideration of the sum of One Dollar ($1.00) paid by the Village of Chase to the said charge holder (the receipt whereof is hereby acknowledged), agrees with the Village of Chase, its successors and assigns, that the within Right-of-Way shall be an encumbrance upon the within-described property in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

IN WITNESS WHEREOF the parties hereto have caused these presents to be signed, sealed and delivered in the presence of its duly authorized officers this_____day of _____ 20_____.

SIGNED, SEALED AND DELIVERED BY THE Grantor
This _____day of _____ 20_____ in the presence of

_____
Signature of Witness:

SEAL

_____
Address

_____

_____
Occupation
(as to all signatures of the Grantor)

THE CORPORATE SEAL OF THE VILLAGE OF CHASE
Was hereunto affixed this _____day of _____
20____, in the presence of:

_____
Mayor of the Village of Chase

SEAL

_____
Administrator of the Village of Chase

LAND TITLE ACT

FORM 6

(Section 46)

PROOF OF EXECUTION BY CORPORATION

I CERTIFY that on the_____day of_____, 20___at _____in British Columbia,_____, personally known to me, appeared before me and acknowledged to me that he/she is the authorized signatory of____and that he/she is the person who subscribed his/her name and affixed the Seal of the Corporation to the instrument, that he/she was authorized to subscribe his/her name and affix the Seal to it, and that the Corporation existed at the date the instrument was executed by the Corporation.

IN TESTIMONY of which I set my hand at_____, British Columbia, this

_____ day of_____, 20_____.

_____

A Commissioner for Taking Affidavits for British Columbia

Form C/10

SCHEDULE D: CONFIRMATION OF COMMITMENT BY OWNER REGARDING DESIGN AND FIELD REVIEW OF CONSTRUCTION BY A PROFESSIONAL ENGINEER

SCHEDULE D: CONFIRMATION OF COMMITMENT BY OWNER REGARDING DESIGN AND FIELD REVIEW OF CONSTRUCTION BY A PROFESSIONAL ENGINEER

The

Attention Village Engineer

Dear Sir:

Re:
(Description and Address) of Subdivision or Development

I,_____have retained_____as my/our
(Owner's Name) (Professional Engineer's Name)

Professional Engineer to undertake and/or coordinate and review all associated design criteria and "field reviews" required for this project. It is understood that my/our "Engineer" will take all such steps as regulated under the Provincial Statute for his/her profession and by the definition of "field reviews" herein under set forth, to ascertain that the design will comply and construction of the project will substantially conform in all material respects with the provisions of the Village of Chase's Subdivision and Development Servicing Bylaw and Standards Manual, all other amendments thereof, and other applicable permits, Bylaws, Acts and regulations which apply to this project. My/our "Engineer" will also ensure that all work is completed in accordance with the construction drawings approved by the Village of Chase. My/our "Engineer" will ascertain that only qualified personnel are retained to carry out tests, inspect or carry out design work, detailing or "field reviews".

As used herein, "field review" shall mean such reviews of the work at the project site, or at the fabrication locations, where applicable, as the "Engineer", in his/her professional discretion, considers necessary in order to ascertain that the work substantially conforms in all material respects to the plans and supporting documents "accepted" by the Village of Chase. This will include keeping records of all site visits and any corrective actions taken as a result thereof.

The undersigned has given a contractual mandate to the "Engineer" to review reports of other testing and inspection agencies and disciplines where necessary, comment on their acceptability, determine the corrective action to take if unacceptable, and maintain a detailed record of every such report and comments thereof. The "Engineer" will automatically submit a monthly summary progress report to the Village Engineer, including all field reports, testing results and change orders.

The Owner will notify the Village Engineer in writing thirty (30) days prior to the intended termination of or by the "Engineer". It is understood that the work on the above project will cease as of the effective date of termination, until such time as a new appointment is made.

Witness Name (Print	Owner or Owner's Appointed Agent (Print)
Witness Signature	Owner or Owner's Appointed Agent (Signature)
Address (Print)	Date
Occupation	Title of Agent (if applicable)

The Corporate Seal of

Was hereunto affixed in the presence of

Form D/10

The above must be signed by the Owner or his/her appointed Agent. The signature must be witnessed. If the Owner is a company, the corporate seal of the company must be affixed to the document in the presence of its duly authorized officers. The officers must also sign, setting forth their positions in the company.

The "Engineer" acknowledges that he/she has been retained to ascertain that the design will comply and construction of the project will substantially conform in all material respects with the Bylaws as set out above and will submit letter(s) of Professional Design Assurances from others, as needed, for the approval of the subdivision or development. Furthermore, the "Engineer" hereby covenants that their firm presently carries Errors and Omissions insurance in the amount of $_____.

My/our "Engineer" will upon completion of the work provide a completed "Certificate Of Inspection" form in accordance with Subdivision and Development Servicing Bylaw and Standards Manual. My/our "Engineer" will further provide upon completion all supporting documentation required by the Village of Chase to verify conformance of the work.

_____
Name of Professional (Print)

_____
Signature of Professional Engineer

_____
Date

_____
Mailing Address (Print)

_____

_____
Phone

Form D/10

SCHEDULE E: CERTIFICATE OF INSPECTION

SCHEDULE E: CERTIFICATE OF INSPECTION

I hereby certify that all engineering and construction services, required under the Subdivision and Development Servicing Bylaw of the Village of Chase for the subdivision of:

LEGAL DESCRIPTION" _____

PROJECT NO: _____

Which services were designed by:

NAME OF FIRM: _____

ADDRESS _____

And approved for construction on drawing numbers:

Drawing No.	Date	Drawing No.	Date

Have been inspected for compliance with this Standards Manual by, or under the direction of,

_____

I further certify that the "As-Built/Record" drawings hereby submitted represent the works and services as installed for the aforementioned subdivision and/or Development.

Engineer's Seal

_____

Signature and Name of Professional
Engineer responsible for Design

Form E/10

SCHEDULE F: CERTIFICATE OF SUBSTANTIAL COMPLETION

SCHEDULE F: CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER: _____

CONTRACTOR: _____

PROJECT NO: _____

FILE NO: _____

SERVICING AGREEMENT NO: _____

DATE: _____

This certificate is issued pursuant to the Village of Chase Subdivision and Development Servicing Bylaw and this Subdivision and Development Servicing Standards Manual and applies to the following Works and Services:

Roads and Civil Works	☐	Sanitary Sewer System	☐
Drainage and Storm Sewer Works	☐	Waterworks System	☐

The Maintenance Period for the Works & Services will begin on _____

The Maintenance Period for the Works & Services will end on _____

The Certificate of Completion will be issued when all deficiencies have been corrected. The Certificate of Final Acceptance will be issued when the maintenance period expires and all deficiencies that have arisen over the maintenance period have been corrected, and the Village Engineer has been satisfied all conditions of the Servicing and Development Agreement have been fulfilled.

This Certificate has been made to the best of the Village Engineer's knowledge, information and belief. It does not constitute acceptance of any work not in accordance with the requirements of the Subdivision and Development Servicing Bylaw or Standards Manual, and not listed as a deficiency herein, whether or not such defect(s) could have been observed or discovered during construction.

The following is a **List of Deficiencies** related to the Work:

_____ _____

_____ _____

_____

Village Engineer

SCHEDULE G: CERTIFICATE OF COMPLETION

SCHEDULE G: CERTIFICATE OF COMPLETION

OWNER: _____

CONTRACTOR _____

PROJECT NO: _____

FILE NO: _____

LOCATION: _____

DATE: _____

The final construction inspection was held on_____and all deficient Items have been addressed to Village of Chase satisfaction.

I_____, Professional Engineer of_____ hereby certify that all works and services reflect Village of Chase standards and specifications, and that all works and services have been completed in accordance with the approved construction design drawings.

The Village of Chase's acknowledgment of this certificate does not represent acceptance of the work, nor shall this act by the Village of Chase prejudice any requirements of the agreement with the Owner, nor operate to relieve the Owner of any of his/her responsibilities thereunder.

_____
Owner

_____
Professional Engineer

_____
Village Engineer

Form G/10

SCHEDULE H: CERTIFICATE OF FINAL ACCEPTANCE

SCHEDULE H: CERTIFICATE OF FINAL ACCEPTANCE

OWNER: _____

CONTRACTOR _____

PROJECT NO: _____

FILE NO: _____

SERVICING AGREEMENT NO: _____

DATE: _____

All deficiencies, defects or faults in the Works and Services observed or discovered within the period preceding the date of this Certificate have been rectified, this Certificate is issued pursuant to the referenced Subdivision and Development Servicing Bylaw and Standards Manual.

This Certificate has been made to the best of the Village Engineer knowledge, information and belief. It does not constitute acceptance of any work not in accordance with the requirements of the Subdivision and Development Servicing Agreement, whether or not such defect(s) could have been observed during construction.

_____
Village Engineer

cc: Owner

Form H/10

SCHEDULE I: AGREEMENT TO PAY NON-REFUNDABLE DEPOSIT

SCHEDULE I: AGREEMENT TO PAY NON-REFUNDABLE DEPOSIT

I, (NAME) _____

(Owner)

ADDRESS: _____

Agree to pay the amount of $_____

towards the installation described as: _____

_____

This payment is made pursuant to the Subdivision and Servicing Bylaw and Standards Manual, and is made in lieu of construction of the Works and Services as itemized on the attached form identified as "Estimate of Non-Refundable Deposit".

This payment is made as full compensation for the itemized works and services and fulfills all the requirements of the Subdivision and Development Servicing Bylaw and Standards Manual.

FOR CORPORATE INDIVIDUAL	SIGNED, SEALED AND DELIVERED The Corporation Seal of Was hereunto affixed in the presence of Signature: _____ Title: _____	SEAL
FOR PRIVATE INDIVIDUAL	SIGNED, SEALED AND DELIVERED By the above named in the presence Of (witness) Signature: _____ (Witness) Name: _____ Address: _____ _____	_____ Owner's Signature
FOR THE VILLAGE OF CHASE	SIGNED, SEALED AND DELIVERED The Corporate Seal of the Village of Chase Was hereunto affixed in the presence of Mayor: _____ Administrator: _____	SEAL

SCHEDULE J: COST SHARING AGREEMENT

SCHEDULE J: COST SHARING AGREEMENT

BETWEEN VILLAGE OF CHASE (Village) and

NAME: _____
Owner

ADDRESS: _____

The Village agrees to pay up to the amount of $_____ towards the

Installation described as: _____

1. It is agreed between the parties to this agreement that the above amount paid by the Village shall be full compensation for the excess or extended services under Section 939 of the Local Government Act required by the Village and that all costs associated in any way whatsoever with this installation which are in excess of the above amount shall be the full responsibility of the Owner to pay.
2. It is further agreed that the above amount will be paid as follows:
   (a) Upon issuance of substantial completion $_____
   (b) Upon receipt of all "Record Drawings" $_____
3. It is agreed that it is the sole responsibility of the Owner/Developer to arrange for the design and installation of the works according to Village requirements.

FOR CORPORATE BODY

SIGNED, SEALED AND DELIVERED)
The Corporation Seal of)
Was hereunto affixed in the presence of) SEAL
)
Signature: _____)
)
Title: _____)

FOR PRIVATE INDIVIDUAL

SIGNED, SEALED AND DELIVERED)
By the above named in the presence)
Of (witness))
)
Signature: _____)
(Witness))
Name: _____)
)
Address: _____)

_____
Owner's Signature

OF CHASE

SIGNED, SEALED AND DELIVERED)
The Corporate Seal of the Village of Chase)
Was hereunto affixed in the presence of) SEAL
)
Mayor: _____)
)
Administrator: _____)

SCHEDULE K: INSURANCE CERTIFICATE

SCHEDULE K: INSURANCE CERTIFICATE

OWNER: _____

PROJECT NO: _____

INSURANCE POLICY NO: _____

DATE: _____

PURSUANT TO the Standard Subdivision and Development Agreement Document (Form B), the Owner is required to obtain and maintain in force during the term of the Agreement Document, an insurance policy acceptable to the Village of Chase.

I hereby certify that the attached insurance policy provides insurance coverage as required pursuant to Clause 18 of the Agreement Document between the Village of Chase and the Owner and that the attached insurance policy is valid for the one (1) year term of the Agreement Document (Schedule B, Standard Subdivision and Development Agreement Document).

Certified by:

Authorized Insurance Agent: _____

Company: _____

Address: _____

_____

Form K/10

SCHEDULE K: INSURANCE CERTIFICATE

Insurance Coverage By Owner

The Owner covenants and agrees to provide the following insurance coverage, and to provide the Village with a copy of the insurance policy prior to the commencement of any construction of the Works and Services:

(a) To protect the Owner and the Village against all claims arising out of:

(i) Death or injury to persons; and

(ii) Damage to or loss of any Village buildings, structures, stores, equipment and materials included in or required for the carrying out of the Works and Services.

(b) Every policy of insurance required shall:

(i) Name "THE VILLAGE OF CHASE" as an 'Additional Insured'; and

(ii) State that the policy applies to each insured in the same manner and to the same extent as if a separate policy had been issued to each Insured; and

(iii) State that the policy cannot be canceled, lapsed or materially changed without at least thirty (30) days written notice to the Village, delivered to the Village Engineer.

The Owner shall at his sole expense throughout the currency of this Servicing Agreement carry Comprehensive Liability Insurance acceptable to the Village of Chase in the amount of at least Two Million Dollars ($2,000,000.) with insurance companies licensed to carry on business in the Province of British Columbia.

Form K/10

SCHEDULE L: LETTER OF CREDIT

SCHEDULE L: LETTER OF CREDIT (To Be On Bank Letterhead)

Letter of Credit No: _____ Amount: _____

Initial Expiry Date: _____

VILLAGE OF CHASE
826 OKANAGAN AVENUE
CHASE, B.C. V0E 1M0

WE HEREBY AUTHORIZE YOU TO DRAW ON THE (name and address of bank) for account of (name of Owner/Developer) UP TO AN AGGREGATE AMOUNT OF (dollars in writing and in numbers) available on demand.

PURSUANT TO THE REQUEST OF our customer, (name of Owner), we the (name of bank) hereby establish and give you an Irrevocable Letter of Credit in you favour in the above amount which may be drawn on by you at any time and from time to time, upon written demand for payment made upon us by you, which demand we shall honour without enquiring whether you have the right as between yourself and the said customer to make such demand, and without recognizing any claim of our said customer, or objection by it to payment by us.

THE LETTER OF CREDIT we understand relates to those services and financial obligations set out in an agreement between the customer and the VILLAGE OF CHASE and referred to as (description of agreement and works and services covered).

THE AMOUNT of this Letter of Credit will continue in force for a period of one year, but shall be subject to the condition hereinafter set forth.

IT IS A CONDITION of this Letter of Credit that it shall be deemed to be automatically extended without amendment from year to year from the present or any future expiration date hereof, unless at least thirty (30) days prior to the present or any future expiration date, we notify you in writing by registered mail that we elect not to consider this Letter of Credit to be renewable for any additional period.

DATED at: _____, British Columbia this _____day of_____, 20___.

COUNTERSIGNED BY: _____
(name of bank)
per:

Form L/10

SCHEDULE M: FLUSHING / TESTING / DISINFECTION REPORT

SCHEDULE M: FLUSHING / TESTING / DISINFECTION REPORT

PROJECT: _____ **DATE:** _____

LOCATION: _____ **FILE:** _____

DESCRIPTION: _____

_____

FLUSHING:

Water Source: _____ Minimum flushing volume (Pipe Volume x 3) _____

Estimate flow rate:_____Estimated flow time required: _____ Flushing completed:_____

PRESSURE TEST:

Allowable leakage = $NDP^{1/2}/(65000)(2Hr)$
N = Number of pipe joints = _____ D = Nominal diameter of pipe (mm) =_____

Static Pressure: _____ kPa P = Average test pressure during leakage test = _____
[1.5 x Static Pressure (Minimum – 1,380 kPa (200 psi)]

Allowable leakage calculated _____ Start time: _____ End time: _____

Test leakage recorded: _____ Pass: _____ Fail: _____

DISINFECTION:

Chlorine Source: _____ Calculated dosage: _____Background residual: _____

Start time:_____Starting residual_____End time:_____End residual:_____

Chlorine flushed:_____24 Hour stand time start:_____End:_____

BACTERIOLOGICAL TEST:

Sample Date: _____Time:_____Testing Laboratory:_____

Number of Samples Required:_____Sample(s) collected by_____

Test results: Pass_____Fail_____(Copy of Laboratory Results Attached)

Testing/Flushing points removed at Corporation Stop: _____

Form M/10

SCHEDULE M: FLUSHING / TESTING / DISINFECTION REPORT

PROFESSIONAL ENGINEERS CERTIFICATION

I hereby certify that all flushing, disinfection and testing has been completed in accordance with the requirements of Subdivision and Development Servicing Standards Manual.

Engineer's Seal

Signature and name of the Professional Engineer responsible for design

VILLAGE CONNECTION APPROVAL

Date

Village Engineer

Form M/10

SCHEDULE N: FIRE HYDRANT FLOW TEST PROCEDURE AND REPORT

SCHEDULE N: FIRE HYDRANT FLOW TEST PROCEDURE AND REPORT

Location: _____

Date: _____ Time _____

1. Tested By: _____ Pressure Zone: _____
2. Map Reference No. _____
3. Location of Flow Hydrant _____
4. Gauge Hydrant #1 Location: _____
5. Gauge Hydrant #2 Location: _____
6. Gauge Hydrant #3 Location: _____

FLOW TEST RESULTS

	One Port Open				One Port Open			
	Flow Hyd.	**Gauge Hyd.#1**	**Gauge Hyd.#2**	**Gauge Hyd.#3**	**Flow Hyd.**	**Gauge Hyd.#1**	**Gauge Hyd.#2**	**Gauge Hyd.#3**
Date/Time:								
System static pressure prior to start of flow test (PSI)								
Pitot Pressure (PPSI)								
Residual pressure after Flow Hydrant Opened (PSI)								
Flow Recorded @ Flow Hydrant (USGPM)								
Discharge Port Diameter (in)								
Discharge Coefficient								
Mainline W/M dia @ Flow Hydrant (in)								

The flow hydrant must be located downstream of the gauge hydrant, so that the source of water is flowing past the gauge hydrant to the flow hydrant.

Note: A pressure drop of 25% from the static pressure is required in the pitot pressure to obtain a valid hydrant flow test.

Note: All flow tests shall be undertaken in general conformance with the Fire Underwriters Survey recommended test procedures.

Form N/10

SCHEDULE N: FIRE HYDRANT FLOW TEST PROCEDURE AND REPORT

Test Date: _____

Test Time: _____

		Flow Test #1	Flow Test #2
Gauge Hydrant:			
	HYDRANT NUMBER	_____	
	HYDRANT LOCATION	_____	
	STATIC PRESSURE	_____ psi	0 psi
	RESIDUAL PRESSURE:	_____ psi	_____ psi
Flow Hydrant:			
	HYDRANT NUMBER	_____	
	HYDRANT LOCATION	_____	
	STATIC PRESSURE	_____ psi	0 psi
	PITOT GAUGE READING (PRESSURE)	_____ psi	_____ psi
	FLOW OPENING DIAMETER:	2.5 inches	2.5 inches
	NUMBER OF PORTS OPEN	1 ports	2 ports
NFPA Section 2.3:	DROP IN PRESSURE >25% FOR VALID TEST	_____	0%

FLOW CALCULATIONS

$G = 24.84 \times D^2 \times C \times P^{½}$

- G = FLOW IN igpm
- D = NOZZLE DIAMETER IN INCHES
- P = PITOT GAUGE READING IN PSI
- C = COEFFICIENT (USUALLY 0.9 FOR FULL FLOW)

$Q_{(r)} = Q_{(f)} \times (H_{(r)} / H_{(f)})^{0.54}$

- $Q_{(r)}$ = COMPUTED DISCHARGE AT THE SPECIFIED RESIDUAL PRESSURE IN igpm
- $Q_{(f)}$ = TOTAL DISCHARGE DURING TEST IN igpm
- $H_{(r)}$ = DROP IN PRESSURE FROM INITIAL VALUE (STATIC PRESSURE AT GAUGE HYDRANT) TO SPECIFIED RESIDUAL IN psi
- $H_{(f)}$ = PRESSURE DROP DURING TEST IN psi

	Flow Test # 1	Flow Test # 2
CALCULATED FLOW AT FLOW HYDRANT	_____ **igpm**	_____ **igpm**
THEORETICAL FLOW AT FLOW AT A DESIRED RESIDUAL PRESSURE	**20 psi** _____ **igpm**	_____ **igpm**

Based on this hydrant flow test, and background demand at time of the test, the theoretical flow at Hydrant No._____is_____igpm at a residual pressure of 20 psi.

Form N/10

SCHEDULE O: SIGNED RELEASE

SCHEDULE O: SIGNED RELEASE

To Property Owner of:

Your signature indicates that you are completely satisfied with the work done in the restoration of your property.

Property Owner: _____ _____
Print Signature

Street Address: _____

Legal Description: _____

Date: _____

Form O/10

SCHEDULE P: SUPPLEMENTARY DETAIL DRAWINGS

SCHEDULE P: SUPPLEMENTARY DETAIL DRAWINGS

P.1 GENERAL

P1.1 Application of Specification Drawings

Specification Drawings are applicable where the provisions of Schedule A of the Village of Chase Subdivision and Development Servicing Bylaw require the preparation of design drawings for: roads, water, sanitary sewer, drainage, curbs, gutters, sidewalk, underground hydro, telephone, catv, gas, street lighting, landscaping, and other permanent structures.

The application of Specification Drawings is project specific. Where required, the Village Engineer will clarify which Specification Drawings are applicable to the Subdivision or Development for which application has been made.

Where no standard in these Specification Drawings is applicable for the works and services required, instructions and requirements will be in accordance with the latest version of the Master Municipal Construction Documents.

P.2 SPECIFICATION DRAWINGS

P2.1 Highways – (Section 2)

Specification Drawings	
RD-1	18 m R/W Urban Local Road Cross-Section
RD-2	20 m R/W Urban Local Road Cross-Section
RD-3	25 m R/W Collector/Arterial Road Cross-Section
RD-4	20 m R/W Rural Road Cross Section
RD-5	18 m R/W Urban Road & Cul-de-Sac
RD-6	20 m R/W Urban Road & Cul-de-Sac
RD-7	6.0 m R/W Lane Cross-Section
RD-8	Lane – 'T' Turn Around

P2.2 Water Systems – (Section 3)

Specification Drawings	
W-10	Residential Water Meter
W-11	Commercial Water Meter
W-12	Water Meter Pit Setter

P2.3 Drainage Systems – (Section 5)

Specification Drawings

ST-7 Rainfall Intensity-Duration Data

P2.4 Servicing – (Sections 3, 4, 5)

Specification Drawings

SER-1 Typical Lot Servicing

P2.5 Hydro, Telephone, Gas, CATV, - (Schedule H)

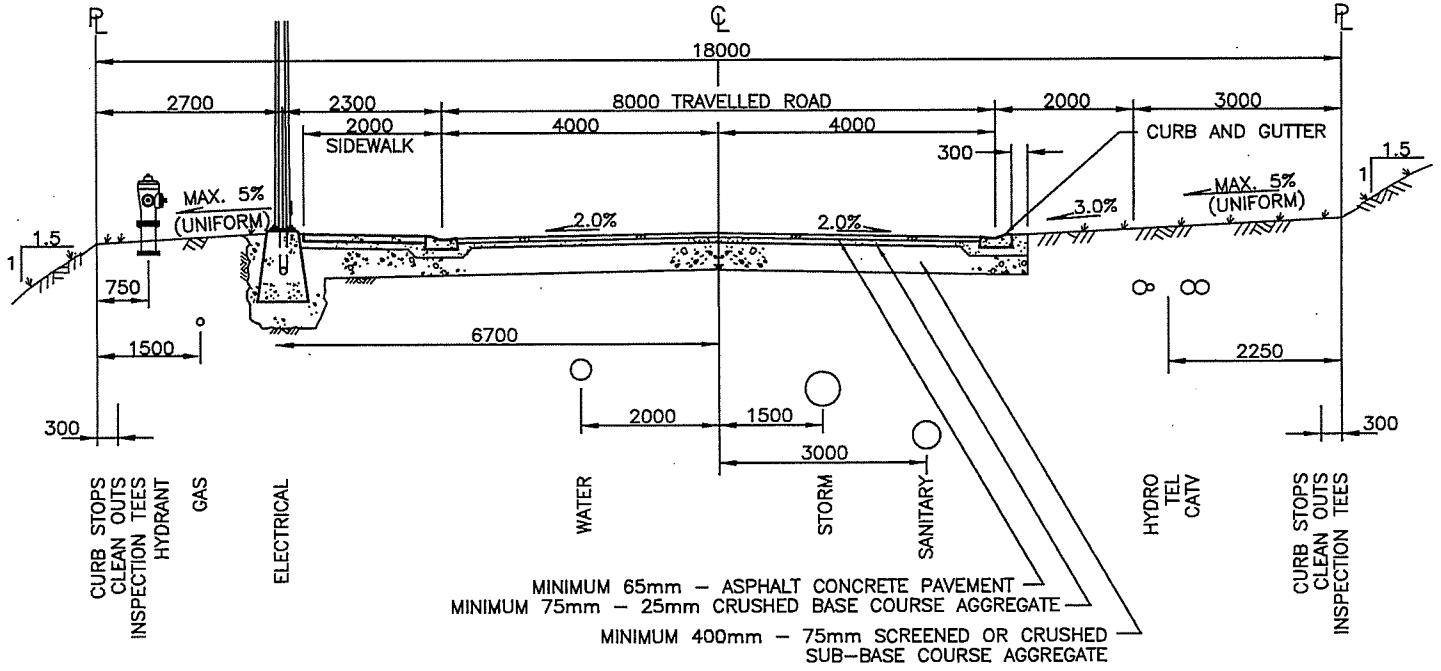
Specification Drawings

(To Hydro, Telephone, Gas, and CATV Specifications)

P2.6 Engineering Drawings

Specification Drawings

SC-1 Utility Service Card



NOTES:

1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty–five (25) years.

2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.

3) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

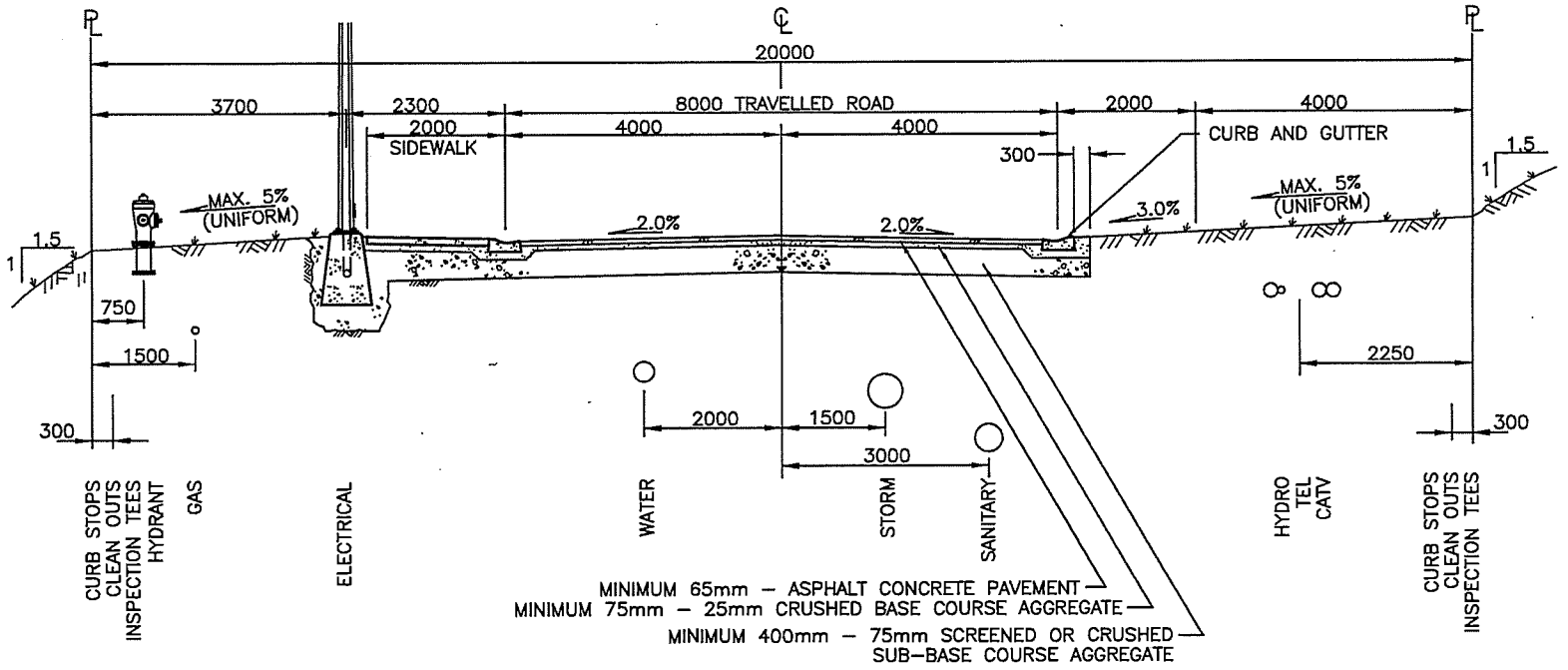
4) Screened or Crushed Sub–Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

5) All utility appurtenances to be set to designed boulevard grade.

6) Refer to CGS–2 for Curb & Gutter, except as approved by Village of Chase.

7) Submit boulevard landscaping and irrigation drawings for approval.

VILLAGE OF CHASE			18m R/W Urban Local Road Cross–Section	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD–1



NOTES:

1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty–five (25) years.

2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.

3) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

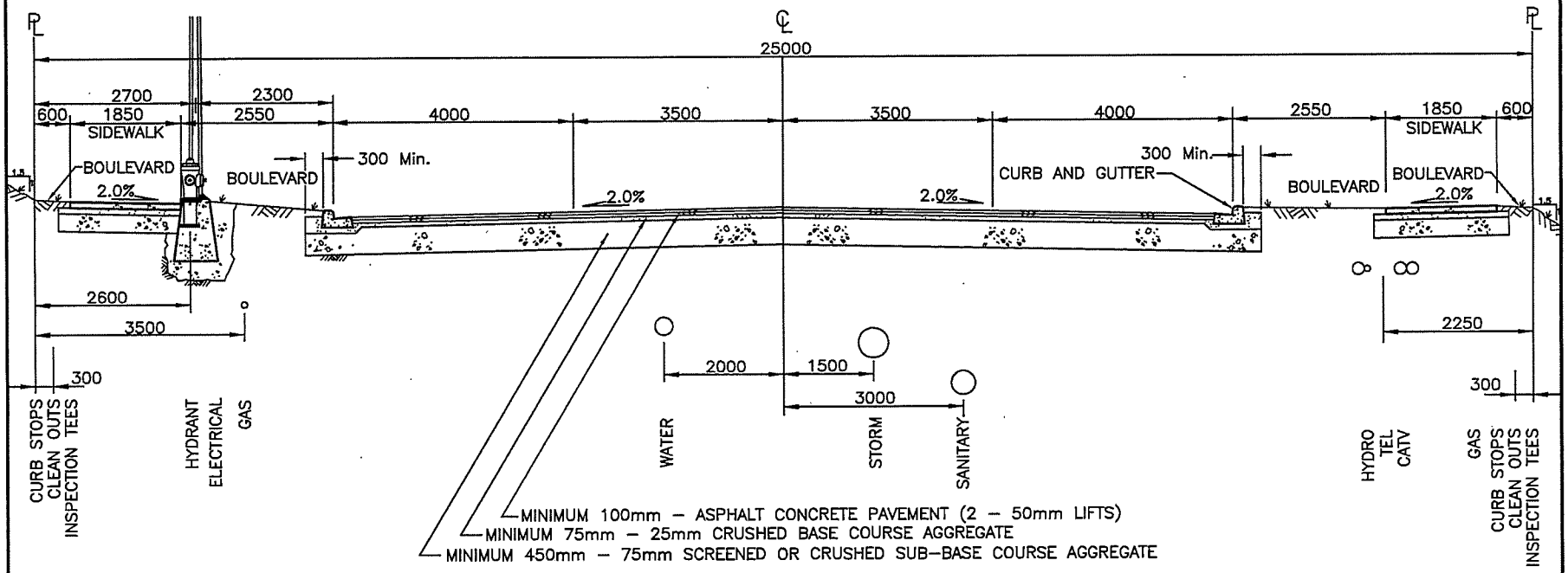
4) Screened or Crushed Sub–Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

5) All utility appurtenances to be set to designed boulevard grade.

6) Refer to CGS–2 for Curb & Gutter, except as approved by Village of Chase.

7) Submit boulevard landscaping and irrigation drawings for approval.

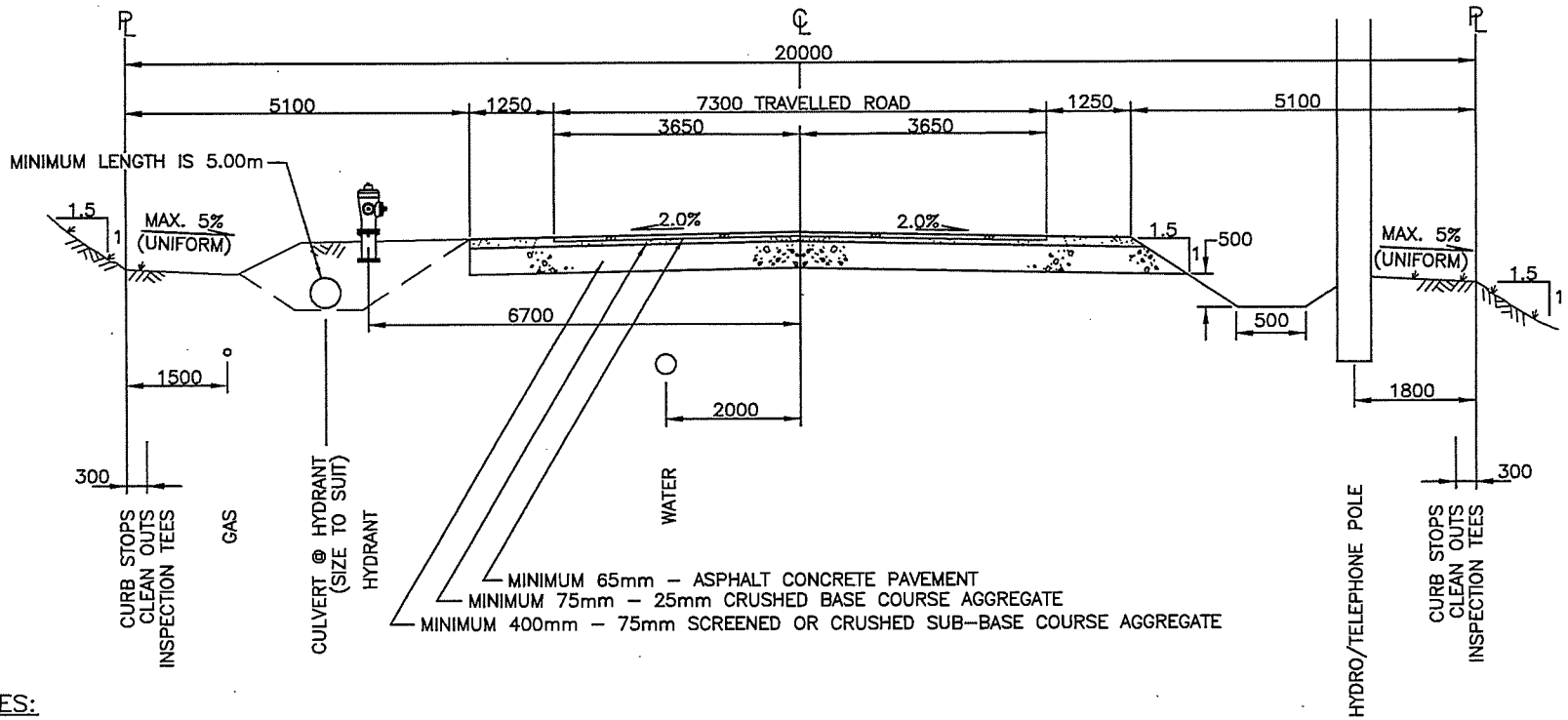
VILLAGE OF CHASE			20m R/W Urban Local Road Cross–Section	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD–2



NOTES:

1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty–five (25) years.
2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.
3) Boulevards to be graded towards the Roadway (Maximum 5% and Minimum 3%)
4) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.
5) Screened or Crushed Sub–Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.
6) All utility appurtenances to be set to designed boulevard grade.
7) Combined curb & gutter for Major Collector Roads to be CGS–3.
8) Submit boulevard landscaping and irrigation drawings for approval.

VILLAGE OF CHASE	25m R/W Collector/Arterial Road Cross–Section	
No. / Revision / Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD–3



NOTES:

1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty–five (25) years.

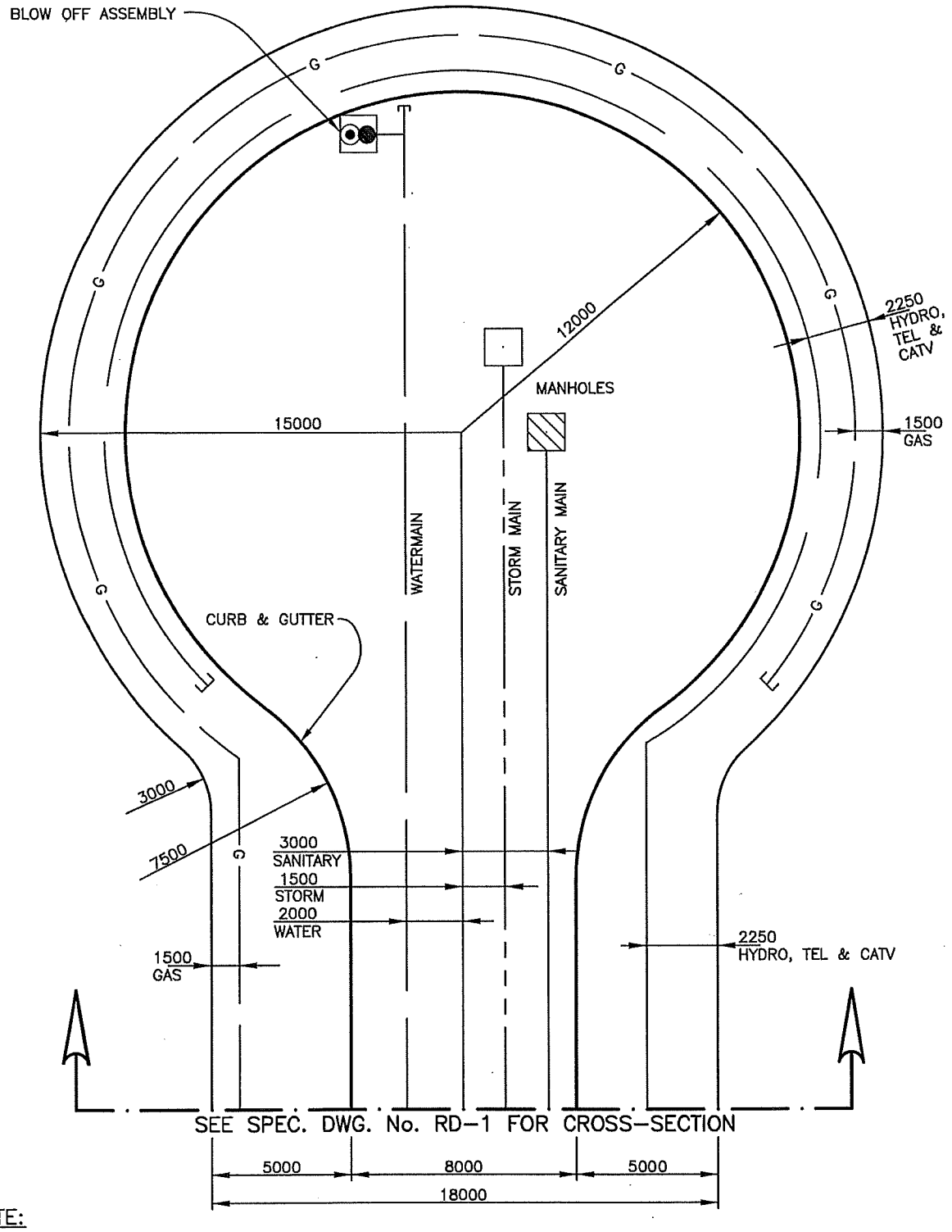
2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.

3) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

4) Screened or Crushed Sub–Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

5) All utility appurtenances to be set to designed boulevard grade.

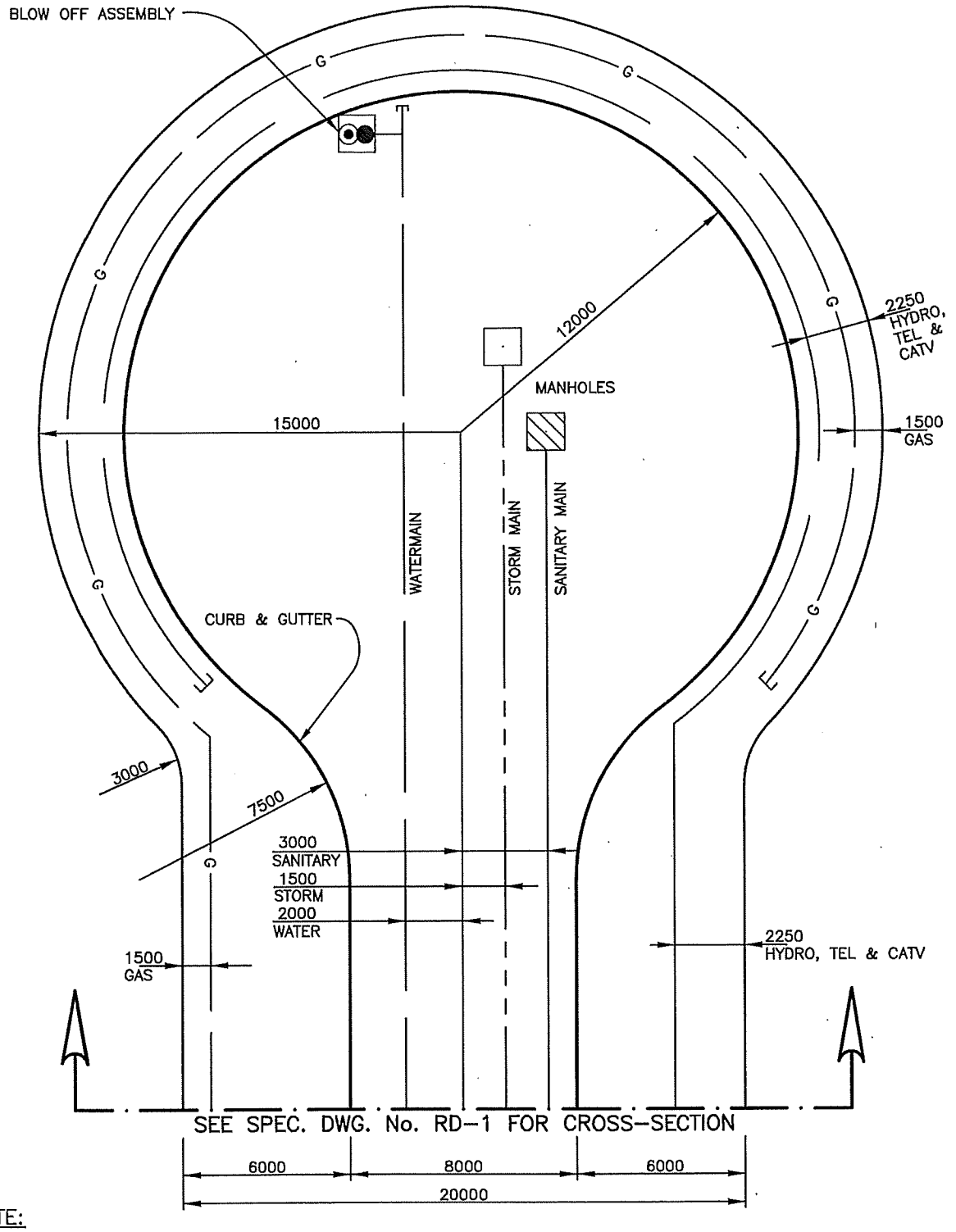
VILLAGE OF CHASE			20m R/W Rural Road Cross–Section	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD–4



NOTE:

1) Fire Hydrant not to be located within Cul-de sac Right-of Way.
2) Refer to W-4 for Typical Blow off Assembly.

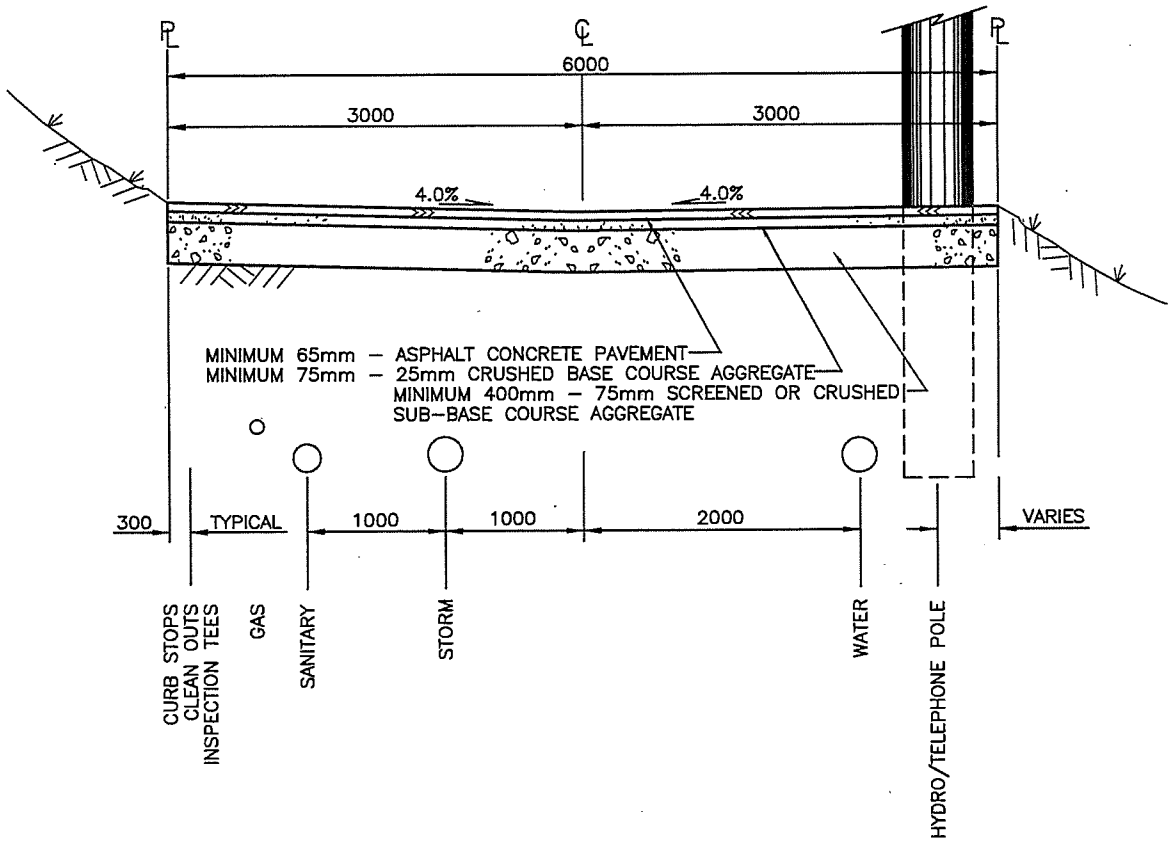
VILLAGE OF CHASE	18m R/W Urban Road & Cul-de-Sac	
No. / Revision / Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD-5



NOTE:

1) Fire Hydrant not to be located within Cul-de sac Right-of Way.
2) Refer to W-4 for Typical Blow off Assembly.

VILLAGE OF CHASE	20m R/W Urban Road & Cul-de-Sac	
No. / Revision / Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD-6



NOTES:

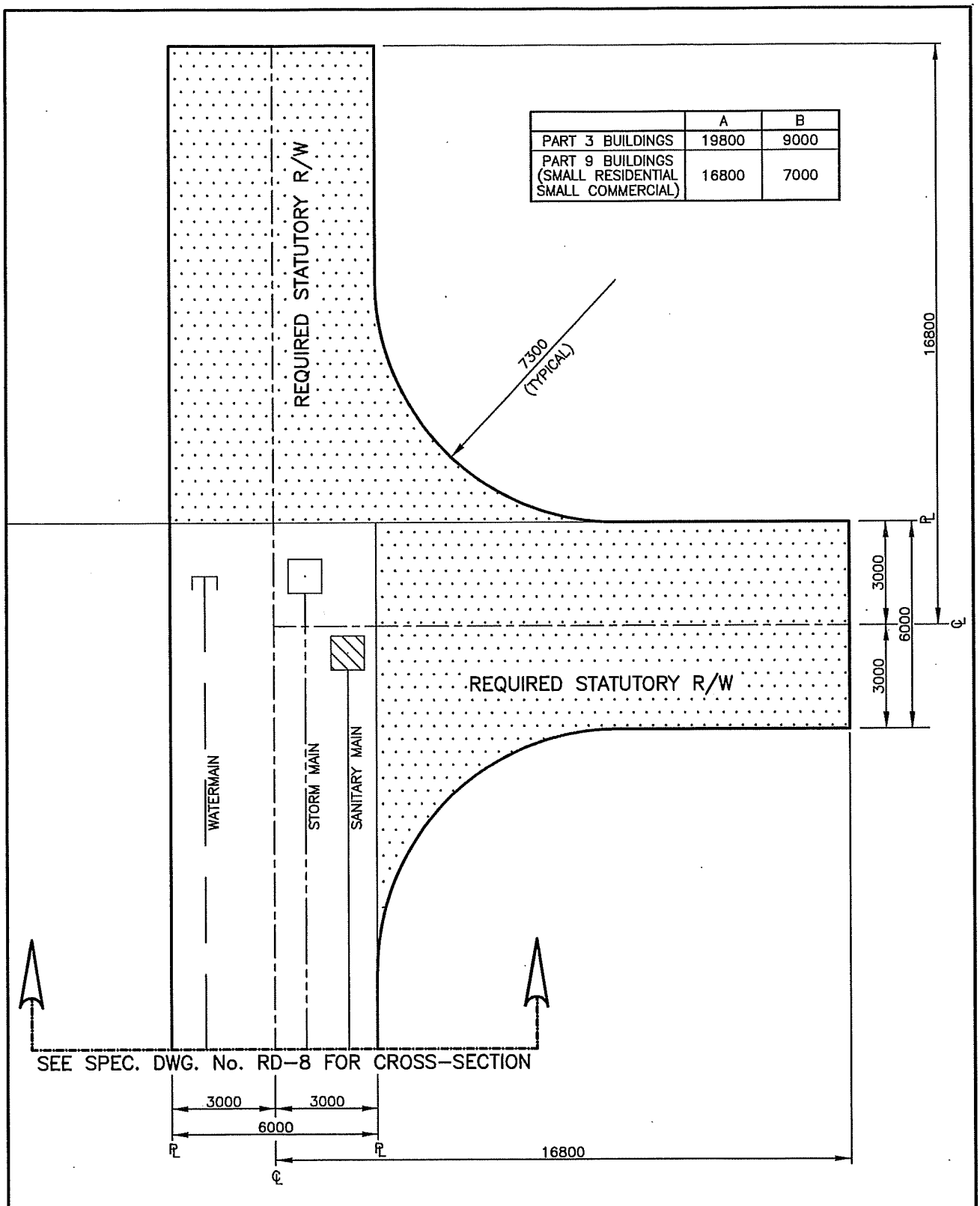
1) The Road Structure indicated is the minimum standard. The Consulting Engineer shall design for existing subgrade conditions and certify that the Road Structure proposed has a 'design life' of at least twenty–five (25) years.

2) Asphalt Concrete Pavement shall be supplied and placed as per the current Construction Specifications.

3) Crushed Base Aggregate shall be a 25mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

4) Screened or Crushed Sub–Base Course Aggregate shall be a 75mm 'Well Graded Base Course Aggregate', supplied and placed as per the current Construction Specifications.

VILLAGE OF CHASE			6.0m R/W Lane Cross–Section	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. RD–7



	A	B
PART 3 BUILDINGS	19800	9000
PART 9 BUILDINGS (SMALL RESIDENTIAL SMALL COMMERCIAL)	16800	7000

VILLAGE OF CHASE

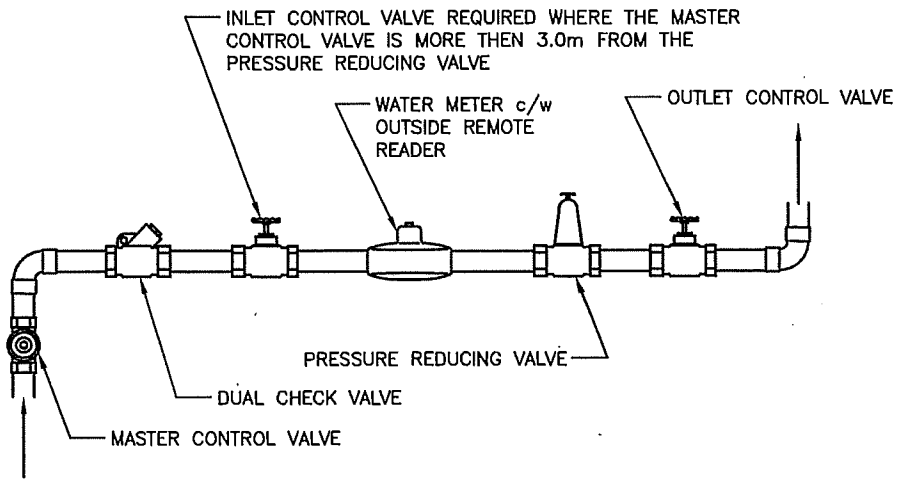
Lane – 'T' Turn Around

No.	Revision	Date

SCHEDULE P
SUBDIVISION AND DEVELOPMENT
SERVICING STANDARDS MANUAL

SPECIFICATION DRAWING No.

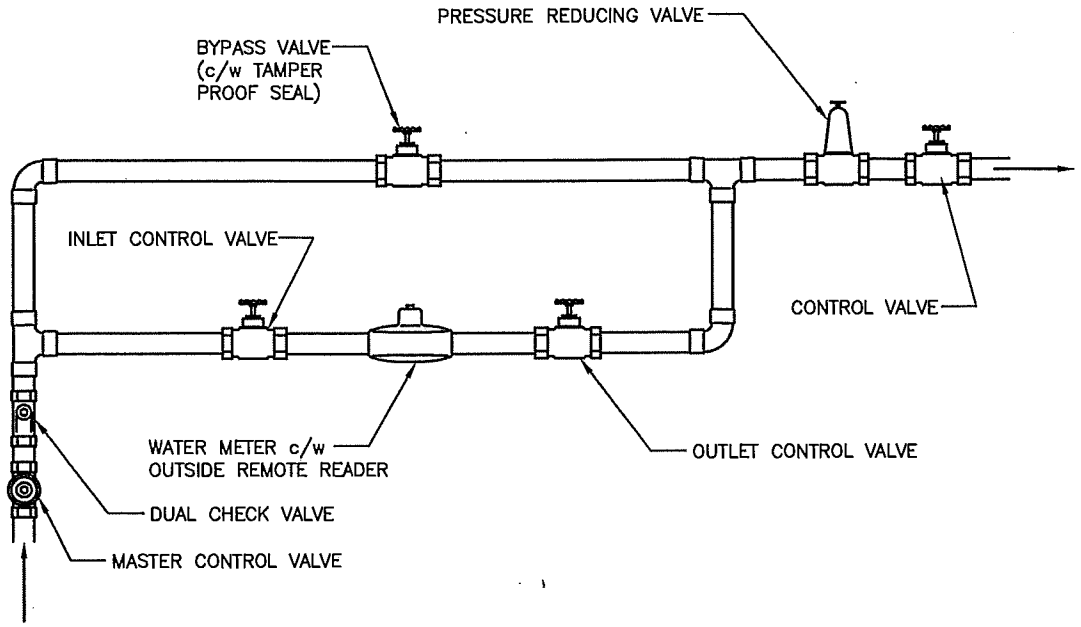
RD–8



NOTES:

1) Water meter c/w outside remote reoder supplied by the Village of Chase.
2) Meter to be installed as the first fixture on the service connection. All other fixtures to be installed down stream of the outlet control valve, such that all water consumption is metered.
3) Remote reader to be mounted on outside wall near front of building, adjacent to the BC Hydro meter.
4) Wire to remote reader to be encased in 13mm schedule 40 PVC or approved equivalent, (optional).
5) Where the water meter is installed in the crawl space the water meter must be located within 1.20m of the access hatch.
6) Supervisor of Works (or Building Inspector) may require higher level of backflow protection than a dual check valve depending on the proposed use.
7) Piping on each side of meter must be adequately supported to the satisfaction of the Building department.
8) Meter must be on horizontal plane and upright.
9) Where a standard water meter setter is not used then there should be a minimum distance of 225mm between any wall and a meter or meter tree. The meter assembly should be appropriately secured to the wall or floor.
10) Valves are required adjacent to meters (inlet & outlet side). Additional valve may be installed in individual units if required.
11) The area for 600mm in front of the meter shall be free of obstruction to allow for convenient reading and servicing of the meter, also 1.20m headroom must be provided in this area.
12) In no case shall a meter be installed in a bathroom or bedroom.
13) The master control valve must be easily accessible and located immediately after the water service enters the building and immediately ahead of the meter.
14) 19ø and 25ø services ONLY. Can be used for a 38ø and 50ø upon Supervisor of Work's approval.

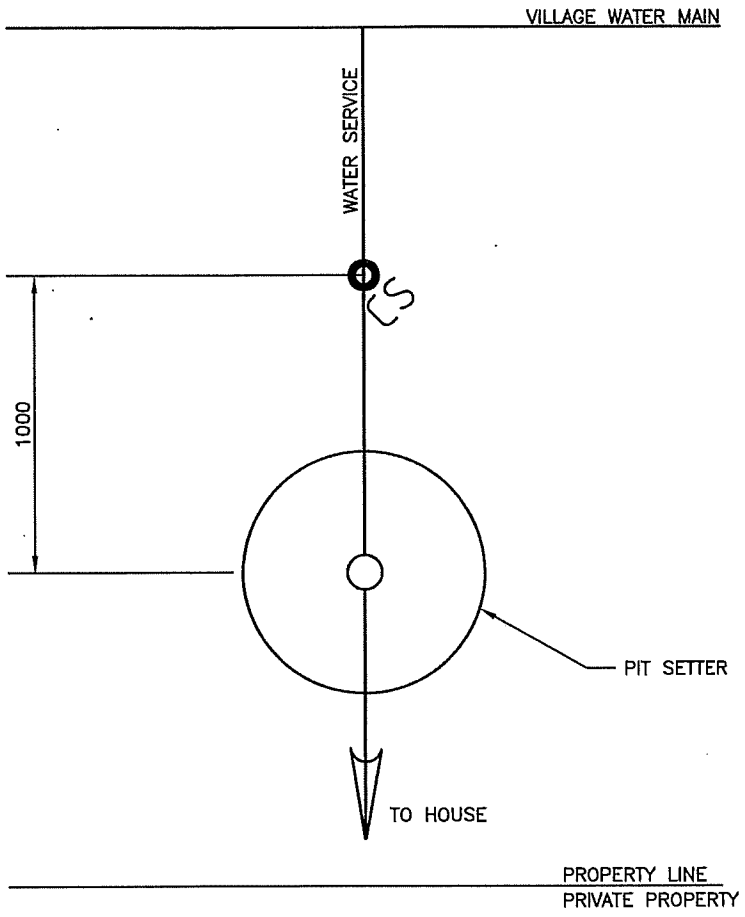
VILLAGE OF CHASE			Residential Water Meter	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. W–10



NOTES:

1) Water meter c/w outside remote reader supplied by the Village of Chase.
2) Meter and Bypass to be installed as the first fixture on the service connection. All other fixtures shall be installed downstream of the bypass assembly.
3) Remote reader to be mounted on outside wall near front of building.
4) Wire to remote reader to be encased in 13mm schedule 40 PVC or approved equivalent, (optional).
5) The bypass valve to be wired closed and sealed.
6) Supervisor of Works (or Building Inspector) may require higher level of backflow protection than a dual check valve depending on the proposed use.
7) Piping on each side of meter must be adequately supported to the satisfaction of the Building department.
8) Meter must be on horizontal plane and upright.
9) Where a standard water meter setter is not used then there should be a minimum distance of 225mm between any wall and a meter or meter tree. The meter assembly should be appropriately secured to the wall or floor.
10) Valves are required adjacent to meters (inlet & outlet side). Additional valve may be installed in individual units if required.
11) Alternate arrangement of piping and valving must have the approval of the Building department or Project Engineer prior to installation.
12) The area for 600mm in front of the meter shall be free of obstruction to allow for convenient reading and servicing of the meter, also 2.00m headroom must be provided in this area.
13) In no case shall a meter be installed in a bathroom or bedroom.
14) The master control valve must be easily accessible and located immediately after the water service enters the building and immediately ahead of the meter.
15) Services to be 38ø or larger.

VILLAGE OF CHASE			Commercial Water Meter	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. W–11



NOTES:

1) 19mm Service Meter

- 380mmx2134mm – 90 Series Pit Setter Assembly
  A.Y. McDonald Mfg. Co. Model 90–284QFPP
- 380mmx100mm Foam Insulating Plug
  A.Y. McDonald Mfg. Co. Model 90–C1
- 380mm Side Locking Lid
  A.Y. McDonald Mfg. Co. Model 90L15

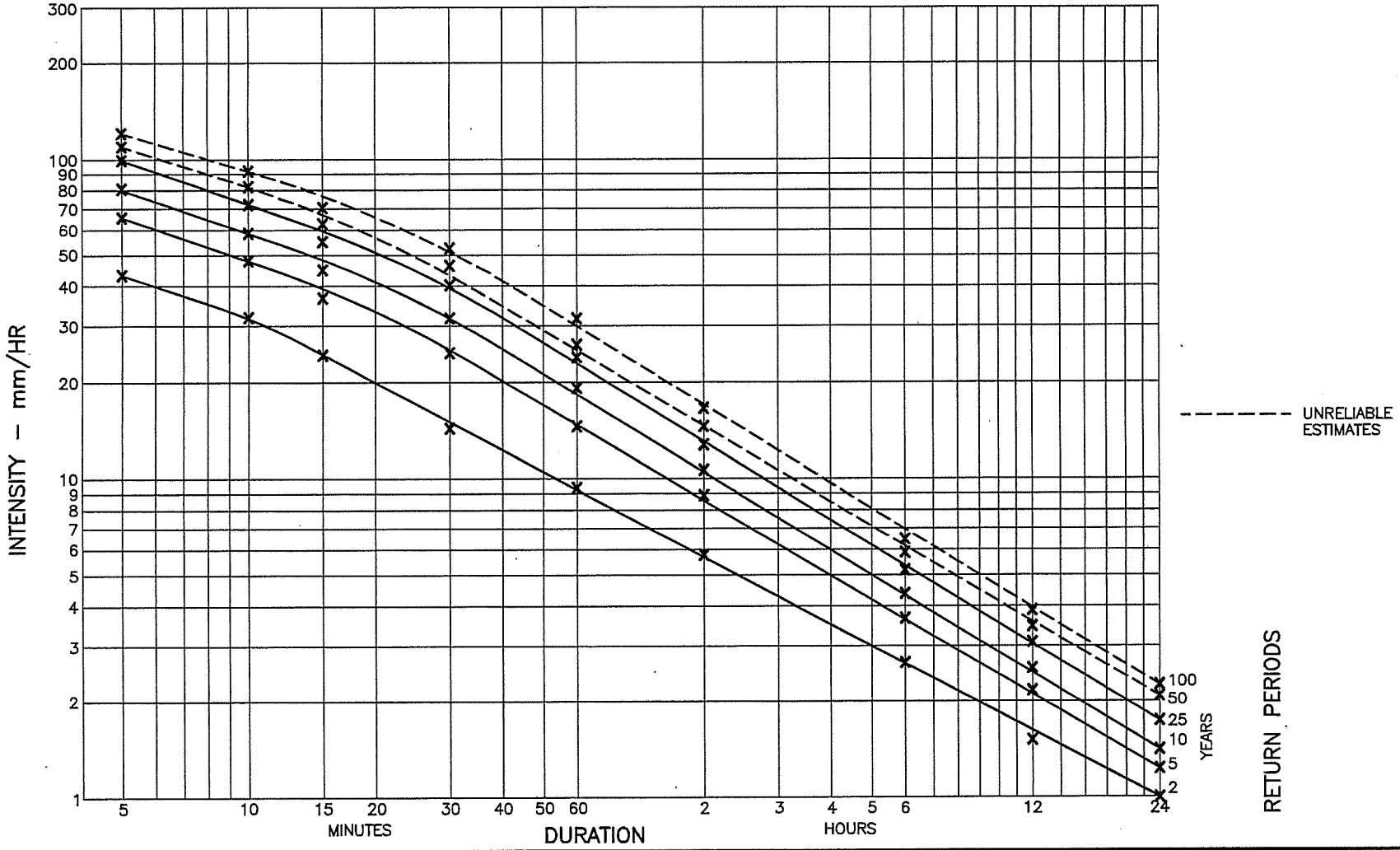
2) 25mm Service Meter

- 457mmx2134mm – 90 Series Pit Setter Assembly
  A.Y. McDonald Mfg. Co. Model 90–284QFPP
- 457mmx100mm Foam Insulating Plug
  A.Y. McDonald Mfg. Co. Model 90–C1
- 457mm Side Locking Lid
  A.Y. McDonald Mfg. Co. Model 90L15

3) Village of Chase to supply water meter.

VILLAGE OF CHASE			Water Meter Pit Setter	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. W–12

SHORT DURATION RAINFALL INTENSITY – DURATION FREQUENCY DATA FOR CHASE
BASED ON RECORDED RAIN GAUGE DATA AT SALMON ARM AND KAMLOOPS AIRPORTS FOR THE PERIOD 1964 – 1990



NOTES:

1) Reproducted from Environment Canada Rainfall Intensity–Duration Frequency Values 1964 – 1990 at Salmon Arm/Kamloops.

2) CHASE INTENSITIES = $\frac{2 \times \text{SALMON ARM} + \text{KAMLOOPS}}{3}$

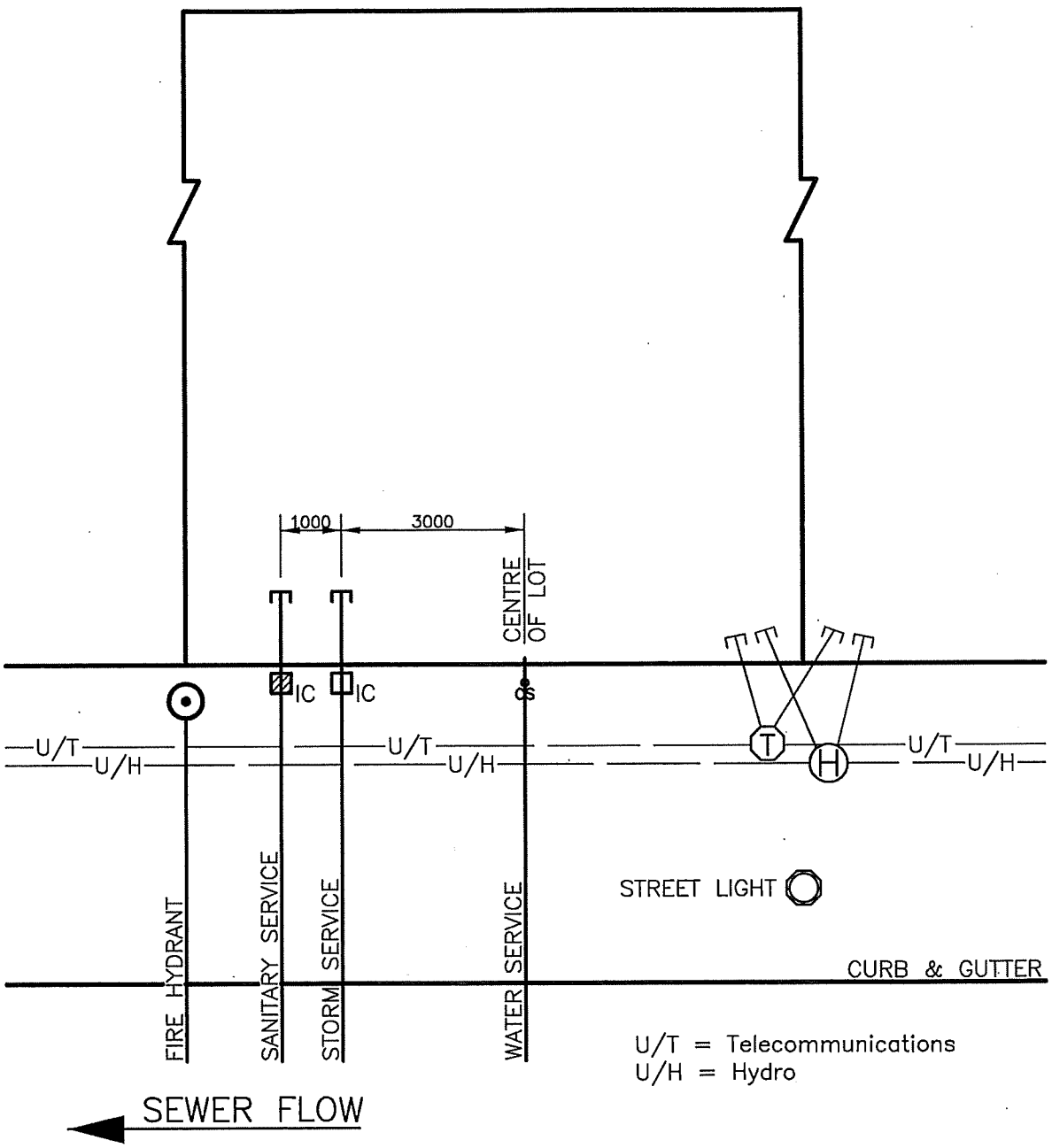
VILLAGE OF CHASE

No.	Revision	Date
C		
B		
A		

Rainfall Intensity–Duration Data

SCHEDULE P
SUBDIVISION AND DEVELOPMENT
SERVICING STANDARDS MANUAL

SPECIFICATION DRAWING No.
ST–7



NOTE:

1) Fire Hydrants are to be located at property corners.
2) Hydro & Tel are to be located at property corners.
3) Street lighting is to be located at property corners where existing and proposed utilities will allow.

VILLAGE OF CHASE			TYPICAL LOT SERVICING	
No.	Revision	Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. SER–1

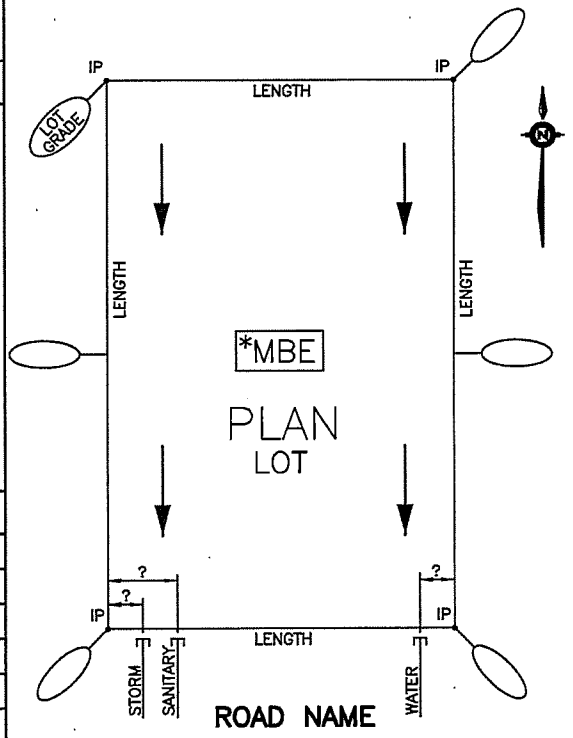
VILLAGE OF CHASE UTILITY RECORD

SUBDIVISION/ADDRESS	LEGAL DESCRIPTION
SUBDIVISION: ADDRESS:	LOT: PLAN: SEC:

WATER CONNECTION	STORM CONNECTION
DATE INSTALLED:	DATE INSTALLED:
INSTALLED BY:	INSTALLED BY:
SIZE:	SIZE:
MATERIAL:	MATERIAL:
* INV. ELEV. AT P/L:	* INV. ELEV. AT P/L:
LOCATION:	LOCATION:
*GEODETIC ELEVATION	*GEODETIC ELEVATION

SANITARY CONNECTION	NOTES
DATE INSTALLED:	
INSTALLED BY:	
SIZE:	
MATERIAL:	
* INV. ELEV. AT P/L:	
LOCATION:	
*GEODETIC ELEVATION	CONSULTANTS NAME

LOCATION PLAN



LOT GRADE (GEODETIC)

DIRECTION OF SURFACE RUN OFF

*MBE – MINIMUM BASEMENT ELEVATIONS

NOTE: THE INFORMATION CONTAINED HEREIN IS FOR INTERNAL USE ONLY AND IS NOT TO BE RELIED UPON UNLESS CONFIRMED BY SITE INSPECTION AND/OR INVESTIGATION.

VILLAGE OF CHASE	Utility Service Card	
No. / Revision / Date	SCHEDULE P SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL	SPECIFICATION DRAWING No. SC–1

ROYAL CANADIAN LEGION CHASE
BRANCH # 107
Box 122
515 Shuswap Ave,.
Chase B.C.
PHONE # 250-679-3536

5th April 2019

Chase Mayor and Council
Box 440,
Chase, BC, VOE 1MO

The Chase Legion will be holding our Candle Light Vigil on Friday 10th May 2019 at 7:15 pm.
We request the road closure on Shuswap Avenue from Pine Street to the Veterans Bridge from 7pm to 8pm for a short parade from community hall to legion.
Thanking you for your attention to this request

Yours in comradeship

John H Angus

John H. Angus
Email; piperangus@hotmail.com
Poppy Chairman
Chase Legion BR #107

Legion
BRITISH COLUMBIA / YUKON COMMAND

ROYAL CANADIAN LEGION CHASE
BRANCH # 107
Box 122
515 Shuswap Ave,.
Chase B.C.
PHONE # 250-679-3536

5th April 2019

Chase Mayor and Council
Box 440,
Chase, BC, VOE 1MO

We would like to extend an invitation to commemorate Vimy Ridge. We are holding a candle light vigil at the Cairn in front of the Legion. On Friday 10th May 2019.
A short parade will start at 7:15pm from the community hall to the Legion, where ceremony will take place.

Yours in comradeship

John H Angus

John H. Angus
Email; piperangus@hotmail.com
Poppy Chairman
Chase Legion BR #107

WORKING TOGETHER POW-WOW SOCIETY
PO BOX 628, Chase, B.C. V0E 1M0

Lucille Martin, (President) 250-679-8098 Cell: 250-819-1508
Sarah Njootli (Secretary/Treasurer) 250-679-2839

To Whom It May Concern:

The "Working Together Pow-wow Society" (Number S-57964) is an operational non-profit society. We are a small First Nation's society based out of Chase, BC, within the Neskonlith Indian Reserve. Our community sits along both sides of the Thompson River, which is approximately 7 kms west of Chase, BC, Canada, close to the spectacular views of Shuswap Lake.

We will be hosting our Annual Traditional Pow-wow JUNE 28, 29, 30 2019 at the Neskonith Community Pow-wow Grounds and Arbour. A traditional pow-wow is a festive celebration that welcomes everyone to join us and feel unity through the First Nation's culture. Our traditional pow-wow provides breakfasts and dinners for our guests free of charge starting Saturday morning to Sunday evening. This event will include free admissions and camping all weekend. We only ask people to come and participate in celebrating 9 years before we all go into our busy summer season.

As you may know, it takes a lot to plan and organize an event like this. We are anticipating 500 people to attend within the three days that the pow-wow takes place. There are many areas that need financial support. We, as a Society, would greatly appreciate the support of your Company with a contribution towards the "Working Together Pow-wow Society". We are also fund raising in other ways (i.e. Raffle tickets, 50-50, Bingo, etc) so we can raise enough money to host this event that will enrich and promote unity through song, dance and culture.

All Businesses, Organizations, Families, or Individual will be thanked and recognized in the Working Together Pow-wow Society weekend program booklet, and also mentioned during the honouring ceremony at the Pow-wow festivities. If you are able to make a donation of support towards this years pow-wow please make a cheque payable to: "Working Together Pow-wow Society, PO Box 628, Chase, BC, V0E 1M0"

We sincerely appreciate your donation,

Respectfully, "Working Together Pow-wow Society"

Lucille Martin (President)_____

Neskonlith Indian Band
Box 318, Chase, BC V0E 1M0
Phone (250) 679-3295 Fax (250) 679-5306
www.neskonlith.org

March 1, 2019

To: Whom It May Concern

Re: Letter of Support for Working Together Pow-Wow Society

Please accept this letter of support for Working Together Pow-Wow Society on behalf of the Neskonlith Indian Band to host the seventh annual traditional Pow Wow on June 28, 29th and 30th, 2019.

The Working Together Pow Wow Society will provide an opportunity to help promote and sustain our traditions and culture through such a positive and uplifting event. This Pow Wow is a celebration for our community and surrounding area to come together and celebrate before the busy summer season.

Neskonlith Indian Band is committed to supporting the Society with the traditional cultural efforts.

Sincerely,

Judy Wilson

Chief Judy Wilson on behalf of the
Neskonlith Indian Band Council,

Councillor Joan Manuel
Councillor Cora Anthony
Councillor Fay Ginther
Councillor Louis Thomas
Councillor Brad Arnouse

Working Together

9th Annual

Traditional Powwow

June 28, 29 & 30, 2019

Neskonlith Powwow Grounds

(7km west of Chase, BC)

Host Drum

Star Child

MC

Everett White

Arena Director

Shawn Billy

Specials:

- Tiny-Tots Teddy Bear Give away
- Junior Girl's – mixed
- Junior Boy's Grass
- Men's Grass
- Men's Traditional
- Women's Golden Age
- Men's Golden Age

Registration Table:

- Vendors/Booths
- Drummers
- Dancers
- Hand Drum Contest
- Drum Group Contest
- Princess & Lil Brave Pageants
- Lahal Tourney
- Bingo @Nesk Hall
- Loonie Auction Table

Powwow Society will have a Bannock Booth

Only concession permitted selling Bannock during this event.

Hand Drumming Tourney

Starts:

Grand Entry @7pm Friday

Everyone Welcome

Free Admission & Free Camping

The Working Together Powwow Society will be serving Saturday / Sunday breakfast & Saturday supper at Neskonlith Hall free of charge.

Powwow Committee & Chief/Council are NOT responsible for lost, stolen or injuries while attending this event.

Absolutely No Drugs or Alcohol allowed on the grounds.

Security on Grounds Full-Time

Contact Information

Lucille Martin
Ph: (250) 679-8098
C: (250) 819-1508
Fax: (250) 679-3155
E: snjootli@rocketmail.com

Cheryl Gallant

Member of Parliament
Renfrew-Nipissing-Pembroke
Member of Standing Committee on National Defence
Member of Standing Committee on Industry, Science and Technology

HOUSE OF COMMONS
OTTAWA, CANADA

April 5th, 2019

Chase Township
Po Box 440 826 Okanagan Ave.
Chase, British Columbia
V0E 1M0

Dear Chase Township,

This letter is to alert you to Bill C-68, another piece of interventionist federal legislation that will have a negative impact on your municipality, and on the property rights of your ratepayers.

Bill C-68, which is currently before the Senate, reverses changes to the Fisheries Act – changes which municipalities similar to yours requested our previous Conservative government to make.

Specifically, we amended the "HADD" provisions of the Act, (Harmful Alteration Disruption or Destruction of fish habitat).

One of the most significant problems identified by municipalities about the HADD provision was its broad application and restrictive nature, which ended up costing property taxpayers thousands of dollars, with no real or apparent benefit to the environment.

Municipalities which needed to install culverts or other flood mitigation work were in too many cases faced with negative enforcement after work was completed, with inconsistent guidance when they sought direction for compliance.

In addition to repealing our amendments, the current Federal Government has expanded the definition of "habitat," and added a new concept to the Act, "water flow."

By explicitly adding in the concept of water flow, which was not in the old legislation, the scope of offences municipalities can be charged with, have been greatly expanded.

Worst of all, rather than specifically listing what is and is not an offence under this legislation, including fines or jail, this power has been handed over to the unelected technocrats, to determine by regulation, what the penalties for non-compliance will be, after they have determined what is non-compliance.

As the longest consecutive serving Conservative MP in Ontario, representing a predominantly rural riding, I am very aware of the challenges rural and small-town municipalities have faced dealing with the Federal government.

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All municipalities should be demanding the Federal Government provide regulatory certainty before this legislation is passed into law.

Clear regulatory certainty is necessary to prevent the return of conflicted interpretations, and inconsistencies in enforcement of the Fisheries Act which happened in the past.

Sincerely,

Cheryl Gallant

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CG:mm