



## CULTUS LAKE PARK BOARD REGULAR BOARD MEETING NOTICE

Wednesday, February 16, 2022

5:00 PM

Cultus Lake Park Office Boardroom  
4165 Columbia Valley Highway, Cultus Lake, BC

Time Change Notice - Cultus Lake Park Board Regular Meeting will be held at 5:00 pm on February 16, 2022 instead of 7:00 pm.

The Cultus Lake Park Board Regular Meeting will be open to the first 10 members of the public by registration. Please email [Rachel.litchfield@cultuslake.bc.ca](mailto:Rachel.litchfield@cultuslake.bc.ca) by Noon on February 15, 2022.

Or please feel free to join the meeting, participants will be muted upon entry to the meeting but will be able to ask questions during question period.

Join Zoom Meeting

<https://us06web.zoom.us/j/81590030034?pwd=ZzBydG1wQmRwbUIQYm8rV1lqWDMzQT09>

Meeting ID: 815 9003 0034

Passcode: 393256

The Cultus Lake Park Board Regular Meeting video will be available to view on our website the following day at [www.cultuslake.bc.ca/board-meeting-videos/](http://www.cultuslake.bc.ca/board-meeting-videos/)

Please feel free to email questions for the Public Question Period no later than Tuesday, February 16, 2022 by 4:30 pm to [Rachel.litchfield@cultuslake.bc.ca](mailto:Rachel.litchfield@cultuslake.bc.ca)



## CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

WEDNESDAY, FEBRUARY 16, 2022

5:00 PM

PARK OFFICE BOARDROOM

4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

### (1) CALL TO ORDER

### (2) RESOLUTION TO PROCEED TO CLOSED MEETING (4:00 pm)

**THAT** the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (d) security of the property of the municipality;

Section 90 (1), (g) litigation or potential litigation affecting the municipality; and

Section 90 (1), (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

### (3) RECONVENE

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### (4) APPROVAL OF AGENDA

- (a) **THAT** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of February 16, 2022; and

**THAT** all delegations, reports, correspondence and other information set to the Agenda be received.

### (5) ADOPTION OF MINUTES

Page 5

- (a) **THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held January 19, 2022.

### (6) BYLAWS

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#### (a) The Cabins at Cultus Lake Park Bylaw No. 1208, 2022

- The Cabins at Cultus Lake Park Bylaw No. 1208, 2022
- The Cabins at Cultus Lake Park Administrative Policy

**THAT** the Cultus Lake Park Board give Final reading to The Cabins at Cultus Lake Park Bylaw No. 1208, 2022.

**THAT** the Cultus Lake Park Board approve The Cabins at Cultus Lake Park Administrative Policy.

(b) **Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022**

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- Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022.

***THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Board Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022.***

(c) **Comparison of the Cultus Lake Park Zoning Bylaw No. 1375, 2016 and the Cultus Lake Park Specified Area Bylaw 1994, and Amendments**

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- Report dated February 16, 2022 from Joe Lamb, Chief Administrative Officer
- Cultus Lake Park Zoning Bylaw No. 1375, 2016
- Cultus Lake Park Specified Area Bylaw
- Specified Area Bylaw Amendment Bylaw No. 1035, 2012

***THAT the Cultus Lake Park Board recommend staff write a formal request to the Fraser Valley Regional District to make the following amendments to Cultus Lake Park Zoning Bylaw No. 1375, 2016;***

- (1) *Change the definition of “Grade”, back to the definition from the Specified Area Bylaw 1994, to read:*

***“Grade” means the lowest of the average existing level of finished ground adjoining each exterior wall of a building except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.***

*R4 to also include the following parameters:*

- (a) Maximum of two (2) stories plus roof above grade; and*
- (b) Basement or crawl space below grade.*

- (2) *R1-R4 – All Residential*

*Change sections 5.1.4.2, 5.2.4.2, 5.3.4.2 and 5.4.4.2 to include Handrails/guardrails for such balconies and stairs, must be of a ‘see through type’ by having a minimum of 70% openings and meet code requirements, as per Specified Area Bylaw 1994.*

- (3) *R3 – Waterfront Residential*

*Have section 5.3.3.3 changed from 6.7m maximum two (2) stories plus basement or crawlspace and roof, back to the 5.8m maximum height as per Specified Area Bylaw 1994.*

- (4) *R3 – Waterfront Residential*

*Amended section 5.3.3.6 to have lease lots 106-186 First Avenue exempt from this clause.*

**(7) CONSENT AGENDA**

Pages 121 - 156

**Fourth Quarter Reports**

- Finance
- Parking
- Public Works
- Campground and Accommodations
  
- Bylaw Compliance and Enforcement
- Fire Department
- Lease Assignment

***THAT** the Cultus Lake Park Board receive the 2021 Fourth Quarter reports for information.*

**(8) STAFF REPORTS**

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**(a) Office Closure – Lunch Break**

- Report dated February 16, 2022 from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

***THAT** the Cultus Lake Park Board approve that the Cultus Lake Park office close for lunch breaks, Monday to Friday, Noon to 1 pm commencing April 1, 2022.*

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**(a) Cultus Lake Park Sign Review - Signage Standardization Policy**

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Page 165

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- Report dated February 16, 2022 from Amanda Nadeau, Communications, Media and Events Coordinator
- Administrative Policy – Signage Standardization Policy
- Signage Inventory
- Graphic Sign Index

***THAT** the Cultus Lake Park Board approve the Signage Standardization Policy.*

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**(b) Vedder Mountain Bike Festival Special Event**

- Report dated February 16, 2022 from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT** the Cultus Lake Park Board approve the Vedder Mountain Bike Festival Special Event to be held from Friday, May 13 to Sunday, May 15, 2022; and*

***THAT** the Cultus Lake Park Board approve waiving parking fees for twenty-five volunteers for the duration of the three-day event.*

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**(c) Cultus Lake Triathlon**

- Report dated February 16, 2022, from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT*** the Cultus Lake Park Board approve the Cultus Lake Triathlon event from September 15 – 19, 2022; and

***THAT*** the Cultus Lake Park Board approve waiving parking fees for 15 volunteers for the duration of the event in parking lot A.

**(9) REPORTS BY COMMISSIONERS**

**(10) COMMUNITY ASSOCIATION**

**(11) PUBLIC QUESTION PERIOD**

**(12) ADJOURNMENT**

***THAT*** the Regular Meeting of the Cultus Lake Park Board held on February 16, 2022, be adjourned.



## CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JANUARY 19, 2022  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 Columbia Valley Highway, Cultus Lake, BC

- Present** Commissioner D. Renwick – Chair, Via Zoom  
Commissioner K. Dzaman – Vice Chair, Via Zoom  
Commissioner D. Bauer  
Commissioner L. Payeur – Via Zoom  
Commissioner C. Smit
- Staff** Chief Administrative Officer – J. Lamb  
Manager of Finance – E. Lee  
Manager of Park Operations – D. Driediger  
Manager of Corporate Services / Corporate Officer – R. Litchfield  
Communications, Media and Events Coordinator – A. Nadeau
- Regrets** Manager of Sunnyside Campground & Accommodations – C. Volk

### (1) CALL TO ORDER

The Chair called the meeting to order at 4:01 pm.

### (2) RESOLUTION TO PROCEED TO CLOSED MEETING

**THAT** the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

Section 90 (1), (d) the security of the property of the municipality; and

Section 90 (1), (k), negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

### (3) RECONVENE

The meeting reconvened at 5:02 pm.

### (4) APPROVAL OF AGENDA

- 4915-22** Moved by: Commissioner Smit Seconded by: Commissioner Bauer

**THAT** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of January 19, 2022 by adding under Section 6 - Correspondence, Item 6,(c), supporting picture of Plaza Unit 7, HUIS Patio and by removing and replacing recommended resolution; and

*By adding under Section 9 – Item 9,(a), Amendment to the Terms of Reference for the Environmental and Public Areas Planning Committee; and*

*By adding under Commissioner Reports, 9,(ai), Report dated January 19, 2022 from Chair Renwick, Appointments to Standing and Select Committees; and*

**THAT** *the Cultus Lake Park Board approve the Agenda as amended; and*

**THAT** *all delegations, reports, correspondence and other information set to the Agenda be received.*

**CARRIED**

**(5) ADOPTION OF MINUTES**

**4916-22** Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

- (a) **THAT** *the Cultus Lake Park Board adopt the minutes of the Regular Meeting held December 15, 2021.*

**CARRIED**

**4917-22** Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

**THAT** *the Cultus Lake Park Board adopt the minutes of the Special Regular Meeting held December 22, 2021.*

**CARRIED**

**(6) CORRESPONDENCE**

- (a) **Letter regarding Variance Application for 40 Lakeshore Drive**

- Letter submitted January 9, 2022 from Coralea Towler, resident, Lakeshore Drive

Chair Renwick noted that there appears to be movement within the community with respect to the zoning for areas on Lakeshore Drive. Chief Administrative Officer noted that staff will be providing a side by side-by-side comparison of the Cultus Lake Park Specified Area Bylaw and PlanCultus to the next Board meeting.

**4918-22** Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

**THAT** *the Cultus Lake Park Board receive the letter regarding variance application for 40 Lakeshore Drive for information.*

**CARRIED**

- (b) **Fraser Valley Sockeye Program**

- Email dated December 16, 2022 from Dennis Klassen, Senior Technician, Fraser Sockeye Stock Assessment, Fisheries and Oceans

**4919-22** Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT*** the Cultus Lake Park Board receive the email regarding recent flood events and debris management from Dennis Klassen, Senior Technician, Fraser Valley Sockeye Stock Assessment, Fisheries and Oceans.

**CARRIED**

(c) **HUIS Shaved Ice Seating Request**

- Letter sent December 16, 2021 from Nowell Maarhuis, owner, HUIS Shaved Ice
- HUIS Shaved Ice Patio picture and Plan of Premises

4920-22 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

***THAT*** the Cultus Lake Park Board support the request for seating arrangements for HUIS Shaved Ice; and

***THAT*** the Cultus Lake Park Board request that the Chief Administrative Officer enter into negotiations with Nowell Maarhuis with respect to annual rents for the use of the patio space.

**CARRIED**

(7) **BYLAWS**

(a) **The Cabins at Cultus Lake Park Bylaw No. 1208, 2022**

- Report dated January 19, 2022, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- The Cabins at Cultus Lake Park Bylaw No. 1208, 2022

4921-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

***THAT*** the Cultus Lake Park Board give First, Second, and Third Readings of the Cultus Lake Park Cabins at Cultus Lake Park Bylaw No. 1208, 2022.

**CARRIED**

(b) **Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022**

- Report dated January 19, 2022, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022

4922-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT*** the Cultus Lake Park Board give First, Second, and Third Readings of the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1209, 2022.

**CARRIED**

**(8) STAFF REPORTS**

**(a) Appointment of Chief Election Officer and Deputy Chief Election Officer**

- Report dated January 19, 2022, from Joe Lamb, Chief Administrative Officer

4923-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** pursuant to Section 58, 59 and 60 of the Local Government Act, Rachel Litchfield be appointed Chief Election Officer for conducting the 2022 General Election with the authority to appoint other election officials as required for the administration of the 2022 General Local Election for Cultus Lake Park; and*

***THAT** Katrina Craig be appointed Deputy Chief Election Officer for the 2022 General Elections.*

**CARRIED**

**(b) British Columbia Stewardship Society Grant Application**

- Report dated January 19, 2022, from Joe Lamb, Chief Administrative Officer
- Letter dated January 12, 2022 regarding strengthening adoption of nature-based solutions for shoreline resilience to protect freshwater in British Columbia: Green Shores Demonstration Project at Cultus Lake Park, BC Project

4924-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board have the Chief Administrative Officer provide the attached Letter of Support to the British Columbia Stewardship Society; and*

***THAT** upon approval of the grant, the Cultus Lake Park Board Fund the \$50,000 contribution from the 2022 Budget allocated for Foreshore erosion.*

**CARRIED**

**(c) Cultus Lake Park Totem Pole Restoration**

- Report dated January 19, 2022, from Amanda Nadeau Communications, Media and Events Coordinator

4925-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board provide staff with direction with respect to the restoration of the Cultus Lake Park Totem Pole dedicated to Chief, Richard Malloway.*

***THAT** the Cultus Lake Park Board approve funding the restoration of the Cultus Lake Park Totem Pole from the Accumulated Surplus Reserve fund.*

**CARRIED**

**(d) Cultus Lake Park User Application Survey Results**

- Report dated January 19, 2022, from Amanda Nadeau Communications, Media and Events Coordinator
- Cultus Lake Park User Application Development Survey Results

4926-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the Cultus Lake Park User Application Survey Results report for information.*

**CARRIED**

(e) **Conquer the Vedder Race Event**

- Report dated January 19, 2022, from Amanda Nadeau Communications, Media and Events Coordinator

4927-22 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board receive the Conquer the Vedder Race Event report for information.*

**CARRIED**

**(9) COMMISSIONERS REPORTS**

(a) **Appointments to Standing and Select Committees**

- Amended Terms of Reference, Environmental and Public Areas Planning Committee
- Report dated January 19, 2022, from Chair Renwick

4928-22 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board approve amending the Terms of Reference for the Environmental and Public Area's Planning Committee.*

***THAT** the Cultus Lake Park Board approve the following members of the public be appointed to the following committees:*

**STANDING COMMITTEES**

**Environmental and Public Area's Planning Committee – Standing**

Two (2) voting members of the public appointed by the Board and four (4) non-voting members (as amended) of the public appointed by the Board.

1. Rita LeBlanc (non-voting)
2. Brenda Senft (voting)
3. Joanne Hartung (non-voting)
4. Kathie Vander Helm (non-voting)
5. Gail Smit (voting)

**Commercial Leaseholder – Standing**

Two (2) appointed members of the Commercial Leaseholders.

1. Christy Ovens
2. Steve Marks

## **SELECT COMMITTEES**

### **Community Events and Engagement Committee - Select**

Five (5) members of the public appointed by the Board. As per the terms of reference.

Vice Chair – Community member (to be appointed) and five members of the public, appointed by the Board.

1. Karen Brauer
2. Tracie Seely
3. Drew McTaggart
4. Erika Jartved
5. Rita LeBlanc
6. Paddy McEwan

### **Village Center Planning and Development - Select**

Two or more (up to eight) additional members of the public appointed by the Board.

1. Peter Vander Helm
2. Colleen Rogozinski
3. Brent Shirley
4. Bruce Van den Brink
5. Carlo Elstak
6. Gary Senft
7. Ernie Vance

## **CARRIED**

## **(10) COMMUNITY ASSOCIATION**

Question:

Colleen Rogozinski requested an update with respect to the sewer system.

Answer:

Chair Renwick explained that nothing can be disclosed at this time. Coordination continues with the Fraser Valley Regional District with respect to the sewers.

Colleen Rogozinski referred to the December Board meeting with respect to the dock insurance and any plans for repairs.

Chair Renwick continuing discussions with the insurance company. They have commissioned an assessment of the status of all of the docks, and a report should be received shortly.

Following this, conversations will continue with insurance to discuss the costs and replacement of the docks.

Question:

Colleen Rogozinski asked if there were any docks that have no damage, or is every dock deemed to have damage.

Answer:

Chair Renwick noted that the report has not be seen yet, so could not make any further comments with respect to the status of the docks.

## **(11) PUBLIC QUESTION PERIOD**

**(12) ADJOURNMENT**

**4930-22** Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT*** the Regular Meeting of the Cultus Lake Park Board held on January 19, 2022 be adjourned at 5:37 pm.

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held January 19, 2022.

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David Renwick  
Chair

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Joe Lamb  
Chief Administrative Officer





# Cultus Lake Park

## THE CABINS AT CULTUS LAKE PARK BYLAW

### Bylaw No. 1208, 2022

A Bylaw to regulate The Cabins at Cultus Lake Park.

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Section 12 of the Cultus Lake Park Act, SBC 1932, c 63, as amended, enables the Cultus Lake Park Board to adopt bylaws, and Section 9.2 (1) provides that Section 260 – Enforcement Powers of the Community Charter (British Columbia) apply to the enforcement of the bylaws of the Board, and Section 261 – Payment of Fines and Other Penalties to Municipality under the Community Charter (British Columbia) provides that fines and other penalties imposed and collected under or because of Cultus Lake Park bylaws must be paid to the Board.

Every Person who offends against any of the provisions of this Bylaw or who suffers or permits any act to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act or thing which violates any of the provisions of this Bylaw, will be in breach of this Bylaw, and will be liable to the fines as outlined in the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 and all amendments.

The Cultus Lake Park Board in open meeting assembled, enacts as follows:

#### 1. TITLE

This Bylaw may be cited as “Cultus Lake Park - The Cabins at Cultus Lake Park Bylaw No. 1208, 2022.”

#### 2. INTERPRETATION

- 2.1** Words or phrases defined in *The Cultus Lake Park Act* (British Columbia), the *Interpretation Act* (British Columbia), the *Motor Vehicle Act* (British Columbia), the *Transportation Act* (British Columbia), the *Local Government Act* (British Columbia), the *Community Charter* (British Columbia) or any successor legislation to any of them, will have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.

#### 2.2 DEFINITIONS OF TERMS

“**Board**” means the Cultus Lake Park Board.

“**CAO**” means the Chief Administrative Officer; a position appointed by the Board.

“**Cabins**” means the Cabins rented nightly, weekly or monthly by Cultus Lake Park and includes the physical Cabins as well as the grounds surrounding them.

“**Camperized Van**” means a van equipped with beds and cooking equipment.

**“Campground”** means Sunnyside Campground including all Public Areas, individual sites, Campground buildings, foreshore, beaches, wharves and any other area within Sunnyside Campground.

**“Charcoal/Coal”** means a carbonaceous material obtained by heating wood or other organic substances in the absence of air.

**“Designate”** means a Person appointed by the Manager of Sunnyside Campground and Accommodations.

**“Guest”** means any Person means any Person staying overnight with a Registered Guest.

**“Nuisance”** means one or more acts by a Person that, individually or in the aggregate over a period of time, does any one of the following or a combination thereof:

- (a) Harms or threatens to harm the life, health, property or comfort of any Person at the Cabins;
- (b) obstructs any Person at the Cabins in their exercise or enjoyment of the Cabins;
- (d) harasses any other Person at the Cabins, including but not limited to any Park Staff;
- (c) uses offensive, belligerent, aggressive or derogatory language or behavior towards any Person at the Cabins, including but not limited towards any Park Staff; and
- (d) directly or indirectly uses a disproportionate amount of Park resources (including Park Staff time) relative to other Persons at the Cabins.

**“Park Staff”** means any Person employed by Cultus Lake Park.

**“Person”** has the same meaning as in the Interpretation Act (British Columbia) and for the purpose of this Bylaw may include Seasonal Camper, Overnight Camper, Guest or Visitor.

**“Public Area”** means any Highway, driveway, parking lot, beach, wharf, school ground, or playground in The Park, or such other premises as the Board may from time to time designate.

**“Recreational Vehicle”** means any Vehicle designed or used primarily for accommodation during travel or recreation, including but not limited to a “motor home” as defined in the *Motor Vehicle Act* (British Columbia).

**“Registered Guest”** means any Person the reservation information states the cabin is registered to.

**“Smoker Units”** means an apparatus for cooking at low temperatures in a controlled, smoky environment, powered by a wide variety of fuels, including electricity, propane or natural gas, wood, Charcoal and pellets.

**“Unmanned Aerial Vehicle”** A powered, aerial vehicle that does not carry a human operator, uses aerodynamic forces to provide vehicle lift, can fly autonomously or be piloted remotely, can be expendable or recoverable and can carry a lethal or nonlethal payload. Commonly known as a UAV or drone.

**“Vehicle”** has the same meaning as in the *Motor Vehicle Act* (British Columbia).

**“Visitor”** means any Person visiting a Registered Guest.

- 2.3** In this Bylaw, unless the context otherwise requires, the singular will include the plural and the masculine includes the feminine gender.
- 2.4** The headings contained in this Bylaw are for convenience only and are not to be construed as defining, or in any way limiting, the scope or the intent of the provisions of this Bylaw.

### **3 RULES AND REGULATIONS**

All Registered Guests, Guest and Visitors are subject to the provisions as outlined in this bylaw, the Cabins at Cultus Lake Park Administrative Policy and all other Cultus Lake Park Bylaws and amendments.

### **4 NOISE REGULATION**

#### **4.1 Exemptions**

Notwithstanding anything contained herein, no Person will be guilty of an infraction of this Bylaw while:

- (a) Operating or in charge of Fire Department, Police, Ambulance and Park Staff Vehicles while in the execution of their duties;
- (b) operating any Vehicle, machinery or other apparatus or thing during an emergency or in furtherance of the public interest including, without limiting the generality of the foregoing, water main and sewer main break repairs; or
- (c) performing works of an emergency nature for the preservation or protection of life, health or property, provided that, the responsibility will be on the Person performing the work to show cause that the work was of an emergency nature.

#### **4.2 General Prohibitions**

- (a) No Person will make, cause, or permit to be made or caused, any noise in or on any Public Area at the Cabins which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of any Person or Persons in the vicinity of that place.
- (b) No Person will make, cause, or permit such Cabin to be used so that noise or sound which occurs on or emanates from, disturbs, or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of any Person or Persons in the same Cabins or in the neighborhood or vicinity of the Cabins.
- (c) Quiet hours will be maintained between 11:00 pm and 7:00 am when the Cabins will be free of any excessive noise that could disrupt the peaceful enjoyment of the Cabins and no Person will make unnecessary or continuous noise during these quiet hours.

#### **4.3 Public Address Systems**

No Person will possess or operate a Public Address and/or sound system in the Cabins or on Cabin grounds without written permission from the Manager of Sunnyside Campground and Accommodations or Designate.

#### **4.4 Motor Vehicle Noise**

- (a) The following noises are considered unnecessary, objectionable, or liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of Registered Guest, Guest or Visitor and while operating a Motor Vehicle, no Person will:

- i. Squeal a tire on a road or highway surface;
- ii. emit a loud, roaring or explosive sound;
- iii. allow amplified sound of a radio, CD-player, or other sound playback device or amplification equipment, or the sound of a musical instrument, that emanates and can be easily heard by someone outside the Motor Vehicle;
- iv. allow the sound of an automobile security system which is made, either continuously or intermittently, for a period exceeding three (3) minutes, or made more than three (3) times in a 24-hour period; or
- v. allow the sound of a horn or other warning device to be used for any purpose other than as an audible warning incidental to the safe operation of the Motor Vehicle.

#### **4.5 Vehicles Idling and Air Quality**

- (a) While operating a Motor Vehicle, no Person will idle or otherwise run continuously for more than three (3) minutes at the same location, except:
  - i. A Vehicle containing equipment that must be operated inside or in association with a Vehicle; or
  - ii. a Vehicle serving as a facility for taking measurements or making observations by or on behalf of the Cabins, public utility, police, fire or ambulance.

#### **4.6 Specific Prohibitions**

Without limiting the generality of Subsection 4.2 no Person will:

- (a) Play or operate any radio, stereophonic equipment or other instrument or any apparatus for the production or amplification of sound either in or near any Cabin or on any road, laneway, in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort, or convenience of any Person in the neighborhood or vicinity of those premises or place;
- (b) allow or permit any Cabin to be used by a Person for playing or operating any radio or stereophonic equipment or other instrument or other apparatus for the production or amplification of sound in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort, or convenience of any Person in the neighborhood or vicinity of said Cabin; or
- (c) create a Nuisance or disturbance at the Cabins or any portion of a road, laneway, or other Public Area by participating in a fight or other similar physical confrontation between consenting or non-consenting Person.

### **5 GUESTS AND VISITORS**

- 5.1** No Person will cause a Nuisance anywhere in the Cabins. Violators will be subject to fines and/or eviction. Registered Guests, Guest and Visitors who are ongoing or repeat violators will in all cases be subject to eviction pursuant to Section 14 [Evictions] of this Bylaw.
- 5.2** No Person will have or cause belligerent or disrespectful behavior at the Cabins. Violators will be subject to fines and/or eviction pursuant to Section 14 [Evictions] of this Bylaw.

## **6 CABIN GROUNDS**

- 6.1** No Person will operate an Unmanned Aerial Vehicle (commonly known as a drone) within the Cabins area.
- 6.2** No Person under the age of 18 years will be out of their Cabin after 11:00 pm unless accompanied by an adult. Fines will be applied per attendance and may result in eviction.
- 6.3** No Person will occupy the common areas, such as the green space, after dusk. This does not apply to the community fire pit areas.
- 6.4** No Person will smoke within the Park, except for in the exempted areas.

## **7 VEHICLES**

- 7.1** Vehicles parked at the Cabins must:
  - (a) Comply with the *Motor Vehicle Act*;
  - (b) have valid insurance;
  - (c) be registered at the Visitor Services office;
  - (d) be parked in a way as to not impede the flow of traffic within parking lots; and
  - (e) must not be a Recreational Vehicle or a Camperized Van.
- 7.2** Unauthorized Vehicles are subject to towing and/or fines as outlined in the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019.

## **8 TERMS OF OCCUPANCY**

- 8.1** No Person under the age of 21 will be permitted to occupy any Cabin unless accompanied by the Registered Guest, aged 21 years of age or older, who will remain responsible for all bylaw contraventions and Visitor and Guest actions at the Cabin during the entirety of stay.
- 8.2** No Person, being the Registered Guest, will allow more than the specified number of overnight occupancies for each individual cabin.
- 8.3** No Person will occupy or remain at a Cabin beyond the set check out time of 11:00 am, unless they have prior written permission from the Manager of Sunnyside Campground and Accommodations or Delegate.
- 8.4** No Person will erect a tent anywhere on the Cabin grounds.
- 8.5** A replacement fee will be charged for any lost, stolen, or damaged cabin keys as outlined in Schedule A of this Bylaw.

## **9 LIQUOR**

No Person will consume liquor and/or alcoholic beverages or have open liquor and/or alcoholic beverages in their possession outside of the Cabins or the Cabin deck perimeters.

## **10 PETS**

No Person will allow or harbor any domestic pets or exotic animals within a Cabin or the Cabin grounds.

## **11 PLANTS AND TREES**

**11.1** No Person will:

- (a) Cut, trim or damage plants and/or trees, including fallen trees; or
- (b) use nails, screws or any material which could damage a tree.

**11.2** Violations will result in fines and may result in eviction.

## **12 ELECTRICITY**

**12.1** No Person will maintain lit lighting during daylight hours or when retiring for the night, within a Cabin.

**12.2** No Person will operate, or cause to allow to be operated, an air conditioner in a Cabin not occupied for twelve (12) hours or more.

## **13 CAMPFIRES AND FIRE BANS**

**13.1** No Person will light or maintain an open burning wood fire on the Cabin grounds, except for in the designated fire pits and are subject to the following conditions, the fire must:

- (a) Be in the fire rings provided by Cultus Lake Park;
- (b) not be left unattended, an adult must be present;
- (c) be a safe distance from any tree, building, Vehicle and combustible structure or any type of material that may be subject to combustion;
- (d) have flames lower than six (6) inches in height;
- (e) only burn untreated wood; and
- (f) not be outside of the permitted daily times of 7:00 am to 11:00 pm.

**13.2** No person will use a Smoker Unit at the Cabins.

**13.3** In the event of a Fire Ban, all fire ban regulations must be strictly adhered to. Please refer to the current Cultus Lake Park Burning Conditions, Restrictions and Fire Ban Bylaw and all amendments pertaining to fire bans within Cultus Lake Park.

## **14 EVICTIONS**

If a Registered Guest contravenes any section of this Bylaw or any Cultus Lake Park Bylaw, the Guest may be subject to the following:

- (a) With respect to any eviction pursuant to this Section 14, the Person who are evicted are not entitled to any refunds, damages, or reimbursement for any costs or expenses whatsoever, known, or unknown, arising directly or indirectly from the eviction.
- (b) All Guests and Visitors associated with the reservation will be required to leave the Cabins and remove all personal property immediately.
- (c) A Guest that has been evicted from the Cabins will not be permitted to return as a Registered Guest, Guest or Visitor for two (2) years and only with approval of The Manager of Sunnyside Campground and Accommodations or Delegate and the CAO.
- (d) Evictions will be at the sole discretion of The Manager of Sunnyside Campground and Accommodations or Delegate and the CAO.

## **15 FEES AND FINES**

**15.1** All Persons are subject and will pay the types of fees as listed in Schedule A of this Bylaw and the provisions and fines set out in Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019, as amended from time to time.

**15.2** The amounts of all fees listed in Schedule A of this Bylaw are determined and set from time to time as follow:

- (a) The Board hereby delegates to the Chief Financial Officer all of the powers, duties and functions of the Board under Sections 14(a.1) and 14(f.1) of the *Act* to determine and publish, on an annual basis, the amount of each fee;
- (b) by March 31 of each calendar year, the Chief Financial Officer will determine and publish, or cause to be published, a notice (the "Fee Notice") in the Cultus Lake Park Office stating the amount of each fee, and such Fee Notice will remain published in the Cultus Lake Park Office until such fee amounts are no longer in effect;
- (c) all fee amounts go into effect the later of (i) 14 days after the applicable Fee Notice is published, or (ii) such other date specified in the Fee Notice, and supersede any prior Fee Notices and fee amounts;
- (d) in determining any fee amounts pursuant to this Section 15.2, the Chief Financial Officer will consider, acting reasonably, all of the following factors:
  - (i) all costs to the Board of enforcing this Bylaw;
  - (ii) all costs to the Board in managing and maintaining the Cabins at Cultus Lake, including administration, infrastructure and security;
  - (iii) the most recently passed budget of the Board;
  - (iv) the financial circumstances of the Board;
  - (v) the best interests of the Board; and
  - (vi) the mandate of the Board;
- (e) the amount for each type of fee determined pursuant to Section 15.2 will not increase more than 20% year-over-year;
- (f) the Chief Financial Officer may publish copies of the Fee Notice at locations that are in addition to the Cultus Lake Park Office, but in the event of a conflict or inconsistency between the Fee Notice published in the Cultus Lake Park Office and any other notice, the Fee Notice published in the Cultus Lake Park Office will prevail and govern; and

(g) if no Fee Notice is published by the Chief Financial Officer by the deadline set out in Section 15.2(b), then any Fee Notice from the previous year remains in effect and enforceable.

**15.3** Each occurrence or day that a contravention of a provision of this Bylaw exists or is permitted to exist will constitute a separate offence.

**15.4** All outstanding fees and fines must be paid in full before renewal or bookings are permitted.

## **16 SEVERABILITY**

If any part of this Bylaw is for any reason held invalid by a Court or competent jurisdiction, the invalid portion will be severed and the severance will not affect the validity of the remainder.

## **17 REPEAL**

Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1152, 2019 and amendments are repealed upon adoption.

**18 EFFECTIVE DATE**

This Bylaw will come into force and effect upon its adoption.

READ A FIRST TIME THIS 19<sup>th</sup> DAY OF JANUARY, 2022

READ A SECOND TIME THIS 19<sup>th</sup> DAY OF JANUARY, 2022

READ A THIRD TIME THIS 19<sup>th</sup> DAY OF JANUARY, 2022

ADOPTED this XX day of XXX, 20XX

---

David Renwick, Chair  
Cultus Lake Park Board

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Joe Lamb  
Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true  
and correct copy of Cultus Lake Park The Cabins  
at Cultus Lake Park Bylaw No. 1208, 2022

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Chief Administrative Officer

## Schedule A

No.	Fee Type	Fee Sub-types
1.	Arbutus Nightly Rate	High Season Low Season
2.	Arbutus Weekly Rate	High Season Low Season
3.	Birch Nightly Rate	High Season Low Season
4.	Birch Weekly Rate	High Season Low Season
5.	Cedar & Fir Nightly Rate	High Season Low Season
6.	Cedar & Fir Weekly Rate	High Season Low Season
7.	Dogwood & Elm Nightly Rate	High Season Low Season
8.	Dogwood & Elm Nightly Rate	High Season Low Season
9.	Forestview Nightly Rate	High Season Low Season
10.	Forestview Weekly Rate	High Season Low Season
11.	Lakeview Nightly Rate	High Season Low Season
12.	Lakeview Weekly Rate	High Season Low Season
13.	Twin Alders Nightly Rate	High Season Low Season
14.	Twin Alders Weekly Rate	High Season Low Season
15.	Administration Fee	Not Applicable
16.	Non-Refundable Reservation Fee	Not Applicable
17.	Cancellation Fee	Not Applicable
18.	Retained Deposits	Not Applicable
19.	Key Replacement Fee	Not Applicable
20.	Cabin damage or replacement of broken item(s)	Not Applicable
21.	Cost of cleaning and deodorizing a cabin due to smoking	Not Applicable
22.	Cost of replacement tree	Not Applicable



## CULTUS LAKE PARK

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### The Cabins at Cultus Lake Park Administrative Policy

Section:		
Sub-Section:		
Title:	The Cabins at Cultus Lake Park Administrative Policy	

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#### APPROVALS

Approval Date:	Approved by:
Amended:	Approved by:
Amended:	Approved by:
Amended:	Approved by:

## PURPOSE AND POLICY STATEMENT

This policy is intended to provide direction for Staff, Registered Guests, Guests and Visitors regarding the rules and regulations of The Cabins at Cultus Lake.

## DEFINITIONS

**“Cabins”** means the Cabins rented nightly, weekly, or monthly by Cultus Lake Park and includes the physical Cabins as well as the grounds surrounding them.

**“CAO”** means the Chief Administrative Officer; a position appointed by the Board.

**“Designate”** means a Person appointed by the Manager of Sunnyside Campground and Accommodations.

**“Guest”** means any person means any Person staying overnight with a Registered Guest.

**“Person”** has the same meaning as in the *Interpretation Act* (British Columbia).

**“Registered Guest”** means any person(s) the reservation information states the Cabin is registered to.

**“Staff”** means any Person employed by Cultus Lake Park.

**“Visitor”** means any Person visiting a Registered Guest.

## 1. GUESTS AND VISITORS

- 1.1 It is the responsibility of the Registered Guest to ensure their guests and visitors comply with all of Cultus Lake Park Bylaws. All outstanding fines will be applied to the Registered Guest's account.
- 1.2 The Manager of Sunnyside Campground and Accommodations or Delegate reserve the right to refuse admittance to any person.
- 1.3 If a Registered Guest refuses to pay any outstanding charges, the Guest will be subject to the Evictions section of the current Cultus Lake Park The Cabins at Cultus Lake Park Bylaw and all amendments, and will be at the discretion of the Manager of Sunnyside Campground and Accommodations or Designate and in consultation with the CAO.

## 2. CAMPFIRE AND FIRE BANS

CSA-approved free-standing propane and natural gas fire pits and barbeques are permitted at the Cabins.

## 3. WATERCRAFT

Please refer to the current Cultus Lake Park Boating and Foreshore Bylaw and all amendments, for the rules and regulations relating to watercraft, boating, moorage, and the foreshore.

#### **4. LIQUOR**

The *Liquor Control and Licensing Act* will be strictly enforced.

#### **5. ADMINISTRATIVE**

- 5.1** A \$500 preauthorized security deposit is required by credit card upon check-in for each cabin. This will be returned to the credit card once the cabin has been cleaned and inspected. Damages will be charged to the credit card.
- 5.2** Check-in is anytime between 3:00 pm and 5:00 pm, at the Visitor Services Information building located at 4169 Columbia Valley Highway, or as otherwise specified.
- 5.3** Checkout is at 11:00 am.
- 5.4** 11:00 pm Noise Restriction.
- 5.5** Cancellation Policy: Please provide us with 7 days' notice prior to your arrival. Cancellations must be submitted by email: [cabins@cultuslake.bc.ca](mailto:cabins@cultuslake.bc.ca).
- 5.6** Minimum Stays: We require a minimum stay of 2 nights on regular days and 3 nights on all long weekends.
- 5.7** We only accept Visa, MasterCard, and Debit for payments.
- 5.8** Rates are subject to change; please confirm rate when booking.
- 5.9** No refunds after check-in.
- 5.10** Beach towels are not provided.
- 5.11** No maid service, no smoking, no telephone, no tents, no tarps.





# Cultus Lake Park

## BYLAW NOTICE ENFORCEMENT BYLAW NO. 1140, 2019

### Amendment Bylaw No. 1209, 2022

A Bylaw to amend the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019

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The Board for Cultus Lake Park did enact a bylaw cited as *"Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019."*

The Board for Cultus Lake Park deems it advisable to amend said bylaw;

The Board for Cultus Lake Park, in open meeting assembled, enacts as follows:

#### 1. TITLE

This Bylaw may be cited for all purposes as Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1209, 2022.

#### 2. AMENDMENTS

Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 is amended as follows:

- 2.1 Section 12 - SCHEDULES is amended by removing the following wording:  
Schedule A-12 - Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1152, 2019.
- 2.2 Section 12 - SCHEDULES is amended by adding the following wording:  
Schedule A-12 - Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1208, 2022.
- 2.3 Schedule A-12 - Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1152, 2019 be removed and replaced with the attached Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1208, 2022.

#### 3. EFFECTIVE DATE

READ A FIRST TIME this 19<sup>th</sup> DAY OF JANUARY, 2022

READ A SECOND TIME this 19<sup>th</sup> DAY OF JANUARY, 2022

READ A THIRD TIME this 19<sup>th</sup> DAY OF JANUARY, 2022

ADOPTED this XX day of XXXXX, 202X

\_\_\_\_\_  
David Renwick, Chair  
Cultus Lake Park Board

\_\_\_\_\_  
Joe Lamb  
Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true  
and correct copy of Cultus Lake Park Bylaw Notice  
Enforcement Bylaw No. 1140, 2019 Amendment  
Bylaw No. 1209, 2022.

\_\_\_\_\_  
Chief Administrative Officer

## Schedule A-12-Cultus Lake Park - The Cabins at Cultus Lake Park

Bylaw Notice Bylaw Citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement
Cultus Lake Park -The Cabins at Cultus Lake Park Bylaw No. 1208, 2022	4.2 (a)	Make/cause noise which disturbs Public Areas	\$500	\$300	\$700	No
	4.2 (b)	Noise from cabin which disturbs	\$500	\$300	\$700	No
	4.2 (c)	Noise between 11:00 pm and 7:00 am	\$500	\$300	\$700	No
	4.3 (a)	Noise from public address or sound system	\$500	\$300	\$700	No
	4.4 (a) (i)	Tire noise from motor vehicle	\$500	\$300	\$700	No
	4.4 (a) (ii)	Noise from a motor vehicle	\$500	\$300	\$700	No
	4.4 (a) (iii)	Amplified noise from a vehicle	\$500	\$300	\$700	No
	4.4 (a) (iv)	Vehicle alarm exceeding (3) minutes	\$500	\$300	\$700	No
	4.4 (a) (v)	Noise from a vehicle horn	\$500	\$300	\$700	No
	4.5 (a)	Vehicle to idle for more than (3) minutes	\$500	\$300	\$700	No
	4.6 (a)	Renter - amplified noise which disturbs	\$500	\$300	\$700	No
	4.6 (b)	Other person - Amplified noise which disturbs	\$500	\$300	\$700	No
	4.6 (c)	Nuisance by fighting	\$500	\$300	\$700	No
	5.1	Causing a nuisance	\$100	\$60	\$140	No
	5.2	Belligerent or disrespectful behaviour	\$100	\$60	\$140	No
	6.1	Operation of drone at the cabins	\$100	\$60	\$140	No
	6.2	Person under 18 not accompanied by adult	\$100	\$60	\$140	No
	6.3	Use of common areas after dusk	\$100	\$60	\$140	No
	6.4	Smoking In prohibited areas	\$200	\$120	\$280	No
	7.1(a)	Uncompliant vehicle	\$100	\$60	\$140	No
	7.1(b)	Expired vehicle insurance	\$200	\$120	\$280	No
	7.1(c)	Unregistered at V/S	\$100	\$60	\$140	No
	7.1(d)	Vehicles Impede traffic flow	\$100	\$60	\$140	No
	7.1(e)	RV or camperized van parking at the cabins	\$100	\$60	\$140	No
	8.1	Underage occupant In cabin without registered guest 22 years and older	\$100	\$60	\$140	No
	8.2	Over the occupancy limit	\$100	\$60	\$140	No
	8.3	Staying past check out time	\$100	\$60	\$140	No

	8.4	Erection of tents	\$100	\$60	\$140	No
	9	Consume/possess open liquor	\$250	\$150	\$350	No
	10	Harboring a pet	\$500	\$300	\$700	No
	11.1(a)	Cutting, damaging plants/trees	\$500	\$300	\$700	No
	11.1(b)	Damage to tree(s)	\$100	\$60	\$140	No
	12.1	Lights on during prohibited times	\$100	\$60	\$140	No
	12.2	Air conditioner on	\$100	\$60	\$140	No
	13.1	Burning in prohibited area	\$100	\$60	\$140	No
	13.1(a)	Fire in unacceptable container	\$100	\$60	\$140	No
	13.1(b)	Fires left unattended	\$500	\$300	\$700	No
	13.1(c)	Fire not a safe distance	\$250	\$150	\$350	No
	13.1(d)	Fire exceed allowable limits	\$250	\$150	\$350	No
	13.1(e)	Burning of other materials	\$100	\$60	\$140	No
	13.1(f)	Use of campfires outside the hours permitted	\$100	\$60	\$140	No
	13.2	Use of a smoker unit	\$100	\$60	\$140	No
	13.3	Campfire during a fire ban	\$500	\$300	\$700	No



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 3900

**SUBMITTED BY:** Joe Lamb,  
Chief Administrative Officer

**SUBJECT:** Comparison of the Cultus Lake Park Zoning Bylaw No. 1375, 2016 and the Cultus Lake Park Specified Area Bylaw 1994, and amendments.

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#### PURPOSE:

The purpose of this report is to provide the Board with information regarding the comparison of Cultus Lake Park Zoning Bylaw No. 1375, 2016 and Cultus Lake Park Specified Area Bylaw 1994, and amendments.

#### RECOMMENDATION:

**THAT** the Cultus Lake Park Board recommend staff write a formal request to the Fraser Valley Regional District to make the following amendments to Cultus Lake Park Zoning Bylaw No. 1375, 2016;

- (1) Change the definition of "Grade", back to the definition from the Specified Area Bylaw 1994, to read:  
*"Grade" means the lowest of the average existing level of finished ground adjoining each exterior wall of a building except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.*
- R4 to also include the following parameters:
  - (a) Maximum of two (2) stories plus roof above grade; and
  - (b) Basement or crawl space below grade.
- (2) R1-R4 – All Residential  
*Change sections 5.1.4.2, 5.2.4.2, 5.3.4.2 and 5.4.4.2 to include Handrails/guardrails for such balconies and stairs, must be of a 'see through type' by having a minimum of 70% openings and meet code requirements, as per Specified Area Bylaw 1994.*
- (3) R3 – Waterfront Residential  
*Have section 5.3.3.3 changed from 6.7m maximum two (2) stories plus basement or crawlspace and roof, back to the 5.8m maximum height as per Specified Area Bylaw 1994.*
- (4) R3 – Waterfront Residential  
*Amended section 5.3.3.6 to have lease lots 106-186 First Avenue exempt from this clause.*

## DISCUSSION:

On February 27, 2018, the Fraser Valley Regional District adopted Cultus Lake Park Zoning Bylaw No. 1375, 2016 (See Attachment #1). Prior to this, zoning at Cultus Lake Park was managed through the now repealed, Cultus Lake Park Specified Area Bylaw 1994, and amendments (See Attachment #2).

Staff recently completed a thorough comparison of the two documents and have compiled a list of differences, changes, additions, and omissions.

### **Comparison of Cultus Lake Park Zoning Bylaw No. 1375, 2016 and Cultus Lake Park Specified Area Bylaw 1994, and amendments**

Specified Area Pg.15, 5a | Zoning Pg.21, 3.5.1

- Front yard and exterior side maximum height for screening/fencing changed from 0.9m to 1.3m

#### **R1**

Specified Area Pg.19, 5c | Zoning Pg.28, 5.1.4

- Change in the set back distances of the lot lines for the accessory residential buildings. Rear and interior lot lines changed from 0.6m to 1.2m

Specified Area Pg.20, 10b | Zoning Pg.29, 5.1.5.3

- Gross vehicle excess weight for commercial vehicle permitted on lot changed from 5000kg to 5600kg
- The screening height changed from 8.8m to 1.8m

Specified Area Pg.20, 10d | Zoning Pg.28, 5.1.4

- Swimming pools or other underground structures distances from any lot lines changed from 1.53m to 0.3m.

#### **R2**

Specified Area Pg.21, 6a, 6b | Zoning Pg. 29, 5.2.3

- Maximum height for a building of residential use changed from 7.62m to 8.5m
- Maximum height for buildings of ancillary residential use greater than 10m<sup>2</sup> changed from 3.05m to 4m where the max height for all R-2 ancillary buildings was 3m

Specified Area Pg.21, 4a | Zoning Pg.29, 5.2.3

- The excess length of the R-2 lots for maximum lot coverage of 60% changed from 9.81m to 19.8m

Specified Area Pg. 21, 5a, 5b, 5c | Zoning Pg.30, 5.2.4

- Restrictions for the interior lot lines in the Zoning bylaw are divided into 3 categories: lot width less than or equal to 7.62m, lot width between 7.62m and 9.144m, and lot width greater than 9.144m, each having their own setback distance to the interior lot line
- Restrictions for the cultus bylaw states that lots in excess of 7.62m in width shall have a side lot line set back of 10% of the width to a max of 1.53m
- **This applies to the R-3 and R-4 zones as well**

Specified Area Pg. 22, 8 | Zoning Pg. 31, 5.2.4.6

- Maximum height of patios changed from 0.153m to 0.45m

### **R3**

Specified Area Pg.23, 5a | Zoning Pg.33, 5.3.4

- Change in the exterior lot line distances from 0.16m to 0.6m for residential use buildings.

Specified Area Pg.24, 6a | Zoning Pg. 32, 5.3.3

- Maximum height of principal building/structure changed from 5.2m/5.8m, depending on roof type, to 6.7m

Specified Area Pg.24, 8 | Zoning Pg.34, 5.3.4.6

- Change in maximum patio height from 0.153m to 0.45m

### **R4**

Specified Area Pg.26, 6.2 | Zoning Pg.35, 5.4.3

- Buildings for ancillary residential use greater than 10m<sup>2</sup>, the maximum height changed from 3.05m to 4m

Specified Area Pg. 27, 8 | Zoning Pg.37, 5.4.4.6

- Maximum patio height changed from 0.153m to 0.45m

## **Clauses in Cultus Lake Park Specified Area Bylaw 1994, and amendments but NOT in Cultus Lake Park Zoning Bylaw No. 1375, 2016**

Specified Area Pg. 11, 4.1

- Amendments to by-law clauses

Specified Area Pg.12, 4.3

- Develop variance permit clauses

Specified Area Pg.13, 4.4c

- 7-day time period to remove temporary structures after completion of job

Specified Area Pg. 14, 5.2

- Restrictions on wrecked vehicles

Specified Area Pg.16, 4

- Concrete, masonry, retaining walls or curbs can be placed anywhere on lot if they do not exceed 0.153m

Specified Area Pg.16, 5

- Chimneys, china cabinets, or eating nooks not exceeding 1.8m in width or 0.46m in depth cannot be sited closer than 0.61m to any lot line

Specified Area Pg.16 5.7

- Manufactured home clauses

Specified Area Pg.16, 5.7 (3)

- A manufactured home in R-1 zone must have a minimum width and length of 6m

Specified Area Pg. 16/17, 5.8

- Blasting clauses

## **R1**

Specified Area Pg.19, 7a 7c 7d

- Regulations on balconies, handrails, and stairs on where they can project
- Handrails/guardrails must have 70% opening
- Posts supporting balconies shall not exceed 0.183m in breadth, depth or diameter
- \*These clauses are missing for the R-2, R-3, and R-4 buildings

## **R3**

Specified Area Pg.24, 6

- Restrictions on the flat and gable roofed buildings

## **R4**

Specified Area Pg.26, 6

- Maximum heights for story, basement, crawl space, and roof

## **Clauses in Cultus Lake Park Zoning Bylaw No. 1375, 2016 but NOT in Cultus Lake Park Specified Area Bylaw 1994, and amendments**

### **Zoning**

- Commercial Zone and Public Institutional zone bylaws

### **Zoning**

- For R-1, R-2, R-3, R-4 zones, restrictions on chimney, china, eating nooks that they cannot exceed 1.8m in length and 0.6m in width
- For R-1, R-2, R-3, R-4 zones, Building cladding materials may project 3cm into and required setback
- For R-1, R-2, R-3, R-4 zones, restrictions on setback distances to lot lines for various structures in the lot

Zoning Pg.20, 3.4.1

- No accessory building is allowed on a lot unless a principal structure has been erected or will be simultaneously erected as the accessory

Zoning Pg.21, 3.6

- No building or structure shall be closer than 4.5m to ministry of transportation and infrastructure roadway

Zoning Pg.21, 3.8

- The structures listed under this clause may exceed the "Maximum Height" regulations of the bylaw

Zoning Pg.22, 3.9

- No fence, wall, or structure shall exceed 0.9m in height and no hedge, bush, shrub, or tree may grow to obstruct the vision of the area near an intersection

Zoning Pg.22, 3.10

- Density clauses

Zoning Pg.23, 3.13.1

- Table for the minimum parking space dimensions for vehicles

Zoning Pg.24, 3.13.2

- Off-street parking spaces must have a minimum 2.1m overhead height clearance

Zoning Pg.24, 3.13.3

- Requirements for required residential motor vehicle parking spaces

Zoning Pg.24-25, 3.13.4

- Various clauses that have to do with parking areas
- Various clauses to do with parking and loading areas

Zoning Pg.25, 3.14

- Clauses on accessible motor vehicle parking spaces

Zoning Pg.25, 3.15

- Commercial parking space requirements

Zoning Pg.26, 4

- Establishment of zones

Zoning Pg.32, 5.3.3.4

- Accessory building maximum heights for R-3 zone
  - For building less than 10m<sup>2</sup>, max height is 3m
  - For building greater than 10m<sup>2</sup>, max height is 4m

Zoning Pg.35, 5.4.3.3

- Maximum height for principal building for R-4 is 8.5m

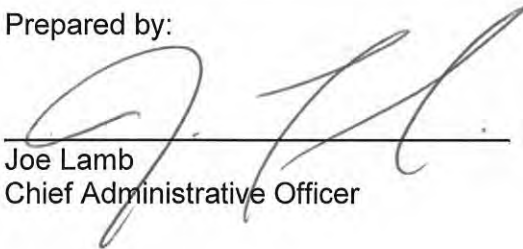
Through this process, staff identified the amendments, which are reflected in the above recommendations, that would be the most beneficial to preserving the future of the residential area within Cultus Lake Park.

#### **STRATEGIC PLAN:**

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:



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Joe Lamb  
Chief Administrative Officer





FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1375, 2016

**A Bylaw to Establish Zoning Regulations for Cultus Lake Park,  
a Portion of Electoral Area "H" of the Fraser Valley Regional District**

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**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to adopt *Cultus Lake Park Zoning Bylaw No. 1375, 2016*;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw may be cited as Cultus Lake Park Zoning Bylaw No. 1375, 2016.

**2) SCHEDULES**

Schedule A – Zoning Regulations for Cultus Lake Park, and;

Schedule B – Cultus Lake Park Zoning Map.

**3) SEVERABILITY**

If a portion of this *bylaw* is found invalid by a court, it will be severed and the remainder of the *bylaw* will remain in effect.

**4) READINGS AND ADOPTION**


PUBLIC HEARING WAS HELD THIS	15 <sup>th</sup>	day of	December, 2017
READ A FIRST TIME THIS	20 <sup>th</sup>	day of	December, 2017
READ A SECOND TIME THIS	27 <sup>th</sup>	day of	February, 2018
READ A THIRD TIME THIS	27 <sup>th</sup>	day of	February, 2018
ADOPTED THIS	27 <sup>th</sup>	day of	February, 2018

  
Chair/Vice Chair

  
Corporate Officer/Deputy

5) **CERTIFICATION**

I hereby certify that this is a true and correct copy of *Cultus Lake Park Zoning Bylaw No. 1375, 2016* as adopted by the Board of Directors of the Fraser Valley Regional District on the *27<sup>th</sup> day of Feb, 2018*  
Dated at Chilliwack, B.C. this *08<sup>th</sup> day of February, 2018*

  
\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT  
CULTUS LAKE PARK ZONING BYLAW NO. 1375, 2016**

**SCHEDULE A – Cultus Lake Park Zoning Regulations**

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## **1 ADMINISTRATION**

### **1.1 APPLICATION**

- 1.1.1 The provisions of this *Bylaw* shall apply to the whole of the area within the boundaries of *Cultus Lake Park* and to buildings and structures thereon, or shown otherwise on Schedule B - Zoning Map for Cultus Lake Park attached to and forming part of this *Bylaw*.
- 1.1.2 Unless otherwise provided, no land, *Building* or *Structure*, or the surface of water, shall be used or occupied, and no *Building* or *Structure* or part thereof shall be erected, moved, altered or enlarged, unless in conformity with this *Bylaw*, and the contrary shall be unlawful.
- 1.1.3 This *Bylaw* shall be administered and interpreted by the Director of Planning and Development, or other official of the *Fraser Valley Regional District* who may be appointed by the *Regional District Board*.
- 1.1.4 This *Bylaw* shall come into force and take effect upon the date of adoption.

### **1.2 PROHIBITIONS**

- 1.2.1 Land, including airspace and the surface of water, must not be used and *Buildings* and *Structures* must not be constructed, altered, located or used except as specifically permitted in this *Bylaw*, except those deemed lawfully under construction and lawfully non-conforming at the time this *Bylaw* was adopted.
- 1.2.2 Where the use of an existing *Building* or *Structure* conforms to the *Bylaw*, but is non-conforming due to size, siting or dimensions there shall be no structural alterations permitted to the *Building* or *Structure* as it exists, however normal maintenance is permitted to continue. New additions to the *Building* or *Structure* are permitted provided it produces no further non-conformities and meets all the requirements of the BC Building Code.
- 1.2.3 No subdivision may be approved, in particular to create *Lots* less than the minimum permissible *Lot* size or contrary to other regulations, as identified in this *Bylaw*.
- 1.2.4 Every *Use* of land, *Building*, and *Structure* permitted in each *Zone* must conform to all of the regulations of the applicable *Zone* and all other regulations of this *Bylaw*.
- 1.2.5 No land, *Building* or *Structure* may be used or occupied except in conformity with this *Bylaw*.

### **1.3 AUTHORIZATION FOR INSPECTION**

- 1.3.1 All officers, employees and agents of the *Fraser Valley Regional District* are authorized to enter at all reasonable times and on any property or premises to inspect and determine whether all regulations, prohibitions and requirements of the *Bylaw* are being met.

## **1.4 OFFENCE AND PENALTIES**

- 1.4.1 A person who contravenes any provisions of this *Bylaw*, or who directs, permits, suffers or allows any act or thing to be done in contravention or violation of any of the provisions of this *Bylaw*, commits an offence and each day that the offence continues constitutes a separate offence.
- 1.4.2 If proceedings are brought under the *Offence Act, RSBC 1996, Chapter 338*, a person convicted of an offence under this *Bylaw* is liable to pay a fine in the maximum amount established under that Act, and any further penalties, costs, fines and compensation that may be ordered by the court under that Act or the *Local Government Act* or both.
- 1.4.3 Proceedings for a contravention of this *Bylaw* may be brought under the *Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw* in which case a person who is issued a bylaw notice is liable to pay the penalties established under that bylaw for the contravention.

## **2 DEFINITIONS AND INTERPRETATION**

### **2.1 APPLICABLE REGULATIONS**

- 2.1.1 Where this *Bylaw* sets out two or more regulations that could apply to a situation, the most stringent regulation will apply.
- 2.1.2 Where this *Bylaw* sets out competing general and specific regulations that could apply to a situation, the specific regulation will apply.
- 2.1.3 Nothing contained within this *Bylaw* shall be construed as relieving any person or party to whom a building permit or variance is issued from complying with any other legislation, order or regulation requiring a licence or permit to accomplish, engage in, carry on or maintain a particular business, enterprise, occupation, transaction or *Use*.
- 2.1.4 Nothing contained within this *Bylaw* shall be construed as validating or legalizing any land use in violation of any *Cultus Lake Park* bylaws, or other legislation.

### **2.2 METRIC UNITS**

Metric units are used for all measurements in this *Bylaw*. Imperial measurements, shown in brackets, are also included from time to time following metric units, and are included for convenience only. The following short forms may be used:

- square metres = sq m
- metres = m
- square feet = sq feet
- feet = ft

## 2.3 DEFINITIONS USED IN THIS BYLAW

**ACCESSORY and ACCESSORY USE** means a *Building* or *Use* that is clearly incidental and subordinate, to that which is the *Principal Use* and which is located on the same *Lot* as that occupied by the *Principal Use*.

**ACCESSORY EMPLOYEE RESIDENTIAL USE** means a use *Accessory* to a *Primary Commercial Use* where a *Building* is used for one *Dwelling Unit* for the accommodation of an employee of the *Use* on the same *Lot* as that on which the *Use* occurs.

**ACCESSORY DWELLING UNIT** means a use *Accessory* to a *Commercial Use* where a *Building* or *Buildings* so used include one *Dwelling Unit* for the accommodation of the owner, operator, or manager.

**ACCESSORY OFFICE** use shall not exceed fifteen percent (15%) of the *Floor Area* of the *Buildings* or *Structures* devoted to the *Principal Use*.

**AMUSEMENT PARK** means an outdoor place with various types of machinery, *Structures*, surfaces and permanent installations designed specifically for public recreation and enjoyment for which a user fee or price may be charged, demanded or accepted; includes bicycle, tricycle and other non-motorized carriage type bike rentals, amusement park attractions and operations such as ferris wheel, carousel, miniature train, bumper boats, tower drop rides, rotating swings and other similar equipment (rides) in nature, Mini golf, and Concession with sit down eating and excludes *Water Parks* and water sports, and tracks, paths, stadia, pits or raceways for motorized vehicles and related devices, drive-in movie theatres, rifle ranges and similar installations involving noise-producing weaponry, outdoor facilities for musical or theatrical performances or pinball arcades and related activities.

**ARTISAN SHOP** means a facility for small-scale, on-site production and sale of goods including, but not limited to, such uses as bakeries, craft shops, art and sculpture studios such as potter, glass blower, wood and stone carving, furniture makers and other similar activities.

**BASEMENT** means that habitable portion of a *Building* not more than 2.74 metres (9 feet) in *Height* below the *First Storey*.

**BOARDING** means the provision of accommodation and home life within a *Single-Detached Dwelling* for not more than 2 persons who are not members of a *Household*.

**BUILDING** means a *Structure* used or intended for supporting or sheltering any *Use* or *Occupancy*.

**BYLAW** means Cultus Lake Park Zoning Bylaw No. 1375, 2016.

**CAMPGROUND** means the *Use* of land for the provision of seasonal and short-term accommodation for tents, tent trailers, *Travel Trailers*, *Recreational Vehicles* and campers. Any and all *Cabins* located within a *Campground* or *Conservation Area* is intended for seasonal occupancy. *Occupancy* of a *Cabin* must be limited to a maximum stay of 181 days per calendar year.

**CHIEF BUILDING INSPECTOR** means an *Official* of or appointed by the *Fraser Valley Regional District*.

**CIVIC USE** means a use providing for public functions by a parks board, municipal, provincial or federal government and, also, includes uses such as parks and playgrounds.

**COMMERCIAL** means a category of *Zone, Building or Use* that provides for the sale or provision of goods and professional or personal services.

**COMMERCIAL VEHICLE** means any motor vehicle that is:

- (1) A truck or truck tractor with a licensed gross vehicle weight of 5,600 KG or greater;
- (2) A truck or truck tractor with a height in excess of 2.25 metres;
- (3) A bus with seating capacity greater than nine people; or
- (4) Defined as such in the Commercial Transport Act.

**COMMUNITY WATER SYSTEM** means a water supply system:

- (1) Owned, operated and maintained by the *Fraser Valley Regional District*;
- (2) Operated by a water utility holding a Certificate of Public Convenience and Necessity under the Water Act in respect of which no compliance issues under the Drinking Water Protection Act are outstanding as of the date of subdivision application; or
- (3) Operated by a strata corporation, in accordance with the Strata Property Act, in respect of which no compliance issues under the Drinking Water Protection Act are outstanding as of the date of subdivision application.

**COMMUNITY SANITARY SEWER SYSTEM** means a system of work owned, operated and maintained by the *Fraser Valley Regional District*, Strata Corporation, Improvement District, Utility or Corporation (Private or Public), and which is established and operated under the Public Health Act, and regulations, or Environmental Management Act, and regulations, or any other provincial legislation that may apply, for the collection, treatment and disposal of sanitary sewage, which serves more than one *Parcel*.

**CRAWLSPACE** means an area of a building not more than 1.8m in height and located between the lowest part of a floor assembly and the ground or other surface.

**CULTUS LAKE PARK** means *Cultus Lake Park* within the boundaries shown on Schedule B attached to this *Bylaw*.

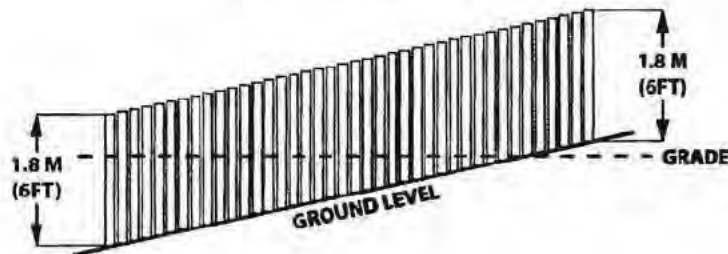
**DAYCARE CENTRE** means a group day care centre and other related facilities licensed and in compliance with Provincial legislation.

**DENSITY** means the number of *Uses or Dwelling Units* per *Lot*.

**DWELLING UNIT** means a self-contained *Residence* exclusively occupied by no more than one *Household* and containing only one set of cooking facilities. A *Travel Trailer* and *Recreational Vehicles* and the like shall not be considered a *Single-Detached Dwelling* or *Manufactured Home* within the meaning of this definition.

**FENCE** means a constructed barrier erected to enclose or screen a *Use* or *Parcel*. As shown in Figure 1, fence height is the vertical distance between the ground level and the top of the fence at any given point.

**Figure 1: Fence Height**



**FINANCIAL INSTITUTION** means a bank, trust company, investment dealer, credit union, mortgage broker, insurance company, financial planner or similar establishment.

**FIRE INSPECTOR** means an individual by a local authority under Section 8 of the BC Fire Safety Act.

**FIRST STOREY** means the *Storey* with its floor closest to grade and the *First Storey* above the *Basement*, crawl space or slab on ground.

**FLOOR AREA** means the area of a *Storey* or a basement measured to the inside of the exterior walls.

**FOOTPRINT** means the area of the *First Storey* of a *Building*, measured to the outer extent of the exterior walls, including all parts of the *First Storey* with a permanent roof *Structure* such as living space and attached garages.

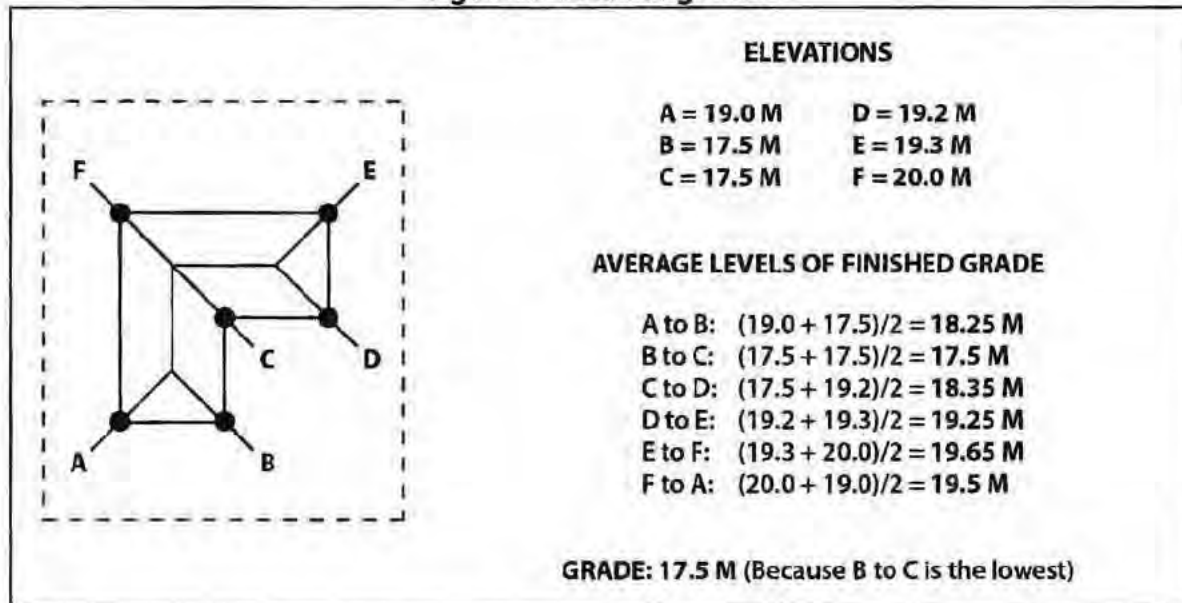
**FRONTING STREET** in relation to a *Corner Lot* means the *Highway* adjacent to the narrower side of the *Lot*.

**FRASER VALLEY REGIONAL DISTRICT** means the governing and executive of the Fraser Valley Regional District.

**GAS BAR** means a retail fueling facility with no more than two pump islands and does not include a service station or automobile repair shop but can include *Accessory* retail to the travelling public and vehicle washing.

**GRADE** means the lowest of the average levels of finished ground levels adjoining each exterior wall, excluding vehicle or pedestrian entrances, as shown in Figure 2.

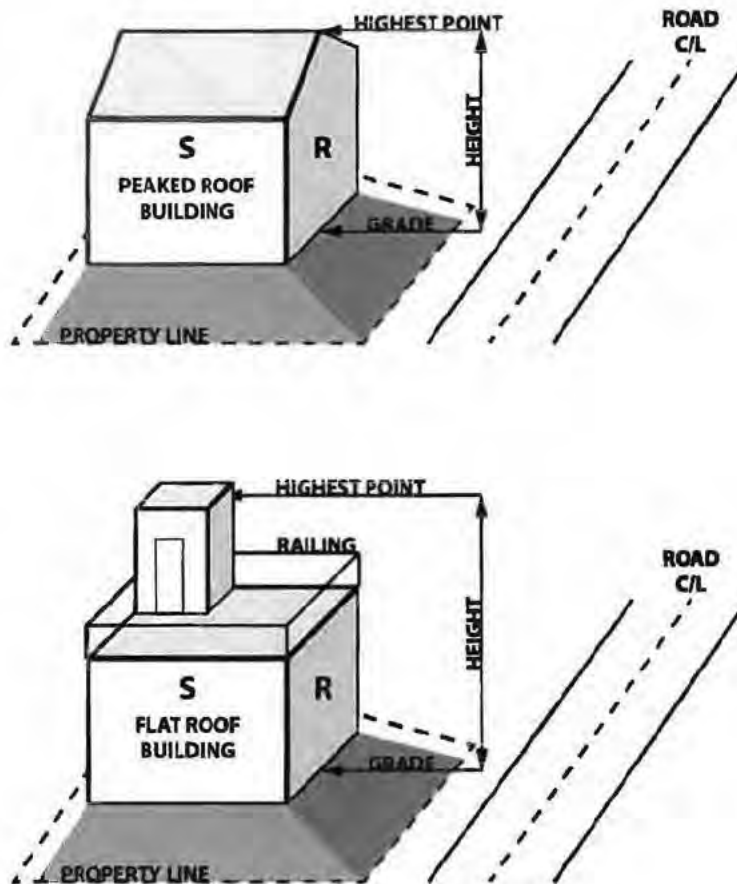
**Figure 2: Calculating Grade**



**GROSS FLOOR AREA** means the *Floor Area* of each *Storey* in each *Building* including exterior walls, excluding area used exclusively for parking purposes.

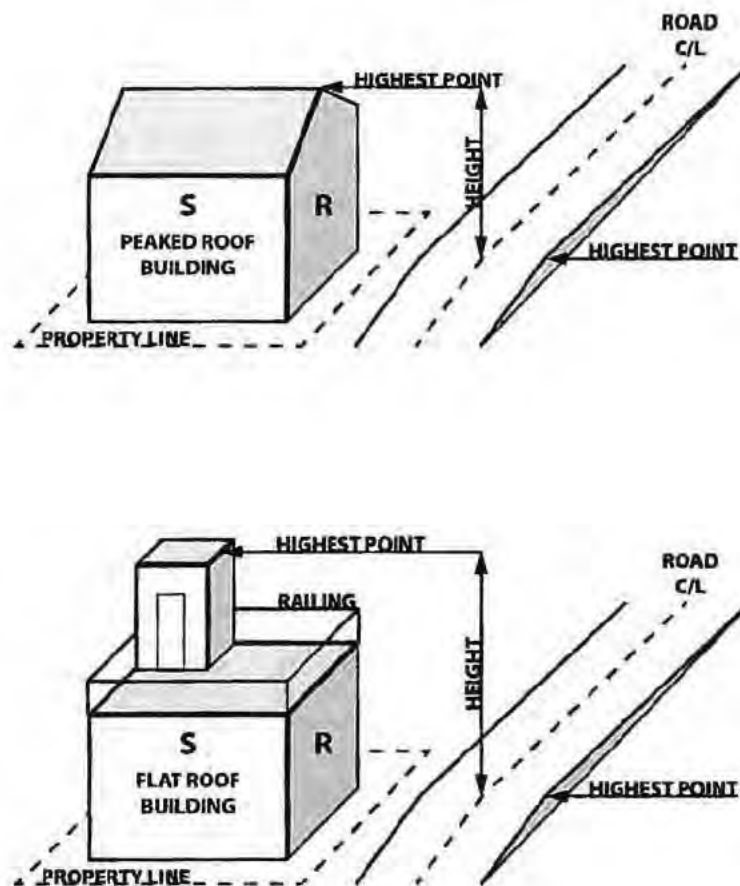
**HEIGHT** (for all zones except R-3 Waterfront Residential and R-4 Hillside Residential) means the greatest vertical distance between *Grade* and the highest point on a structure including elevator and stairway housings, and guard railings and excluding chimneys and similar fixtures, as shown in Figure 3

**Figure 3: Calculating Height**



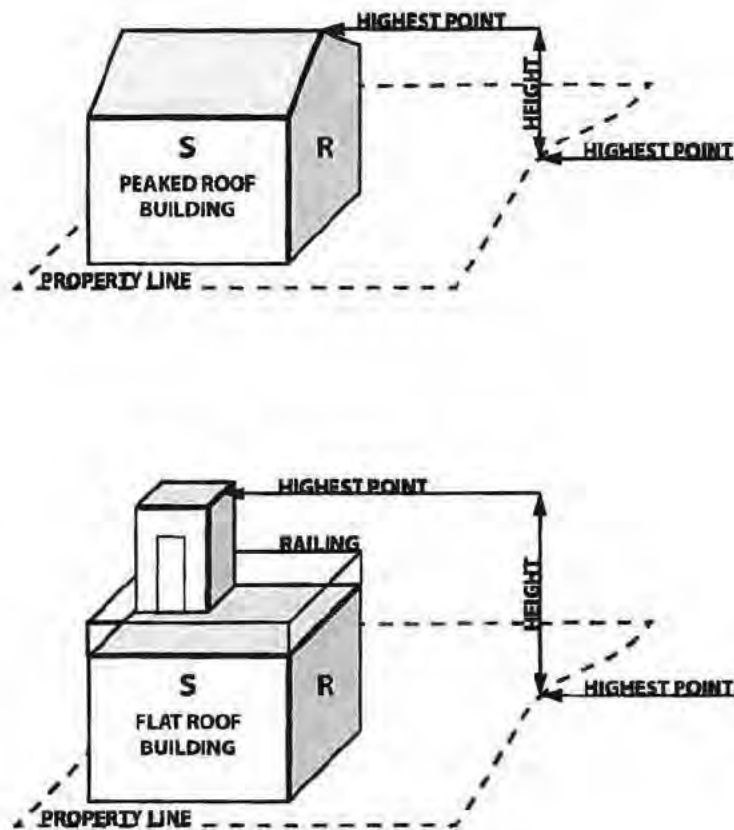
**HEIGHT** (for the R-3 Waterfront Residential zone) means the greatest vertical distance between the highest point of the centre line of the street at the rear of the building and between the projection of the side lot lines and the highest point on a structure including elevator and stairway housings, and guard railings and excluding chimneys and similar fixtures, as shown in Figure 4.

**Figure 4: Calculating R-3 Height**



**HEIGHT** (for the R-4 Hillside Residential zone) means the greatest vertical distance between the highest point on the property line at the high side (upslope) side of a Lot and the highest point on a structure including elevator and stairway housings, and guard railings and excluding chimneys and similar fixtures, as shown in Figure 5

**Figure 5: Calculating R-4 Height**



**HIGHWAY** means a street, road, Lane, pathway, walkway, bridge, viaduct and any other way open to public use, other than a private right-of-way on privately owned Lots.

**HOUSEHOLD** means one of the following *Residential Occupancies* in one *Dwelling Unit*:

- (1) A person;
- (2) Two or more persons related by blood, marriage, adoption or foster parenthood; or
- (3) Not more than 4 unrelated persons living together.

**INSTITUTIONAL USE** means land and *Buildings* that provide for public functions such as hospitals, public schools, community centres, libraries, museums, parks, playgrounds and protective services and the like.

**LANDSCAPING** means a vegetated area, garden or combination thereof, which has a mix of ground cover, plants, shrubs, trees, hard surfaces such as brick or stone and other landscape elements such as walkways, seating areas, water features and public art.

**LANE** means a *Highway* that provides a secondary means of access to a *Lot* at the side or rear.

**LOT** means a *Parcel* of land occupied by or which may be occupied by a *Building* and its *Accessory Building* or *Buildings* and including the *Setbacks*, *Yard* and other open spaces required by this *Bylaw*.

**LOT AREA** means the total area of the *Parcel* or *Lot* expressed in square metres or hectares.

**LOT, CORNER** means the *Parcel* or *Lot* at the intersection or junction of two or more *Highways* other than a *Lane*.

**LOT COVERAGE** means the percentage of the *Parcel* or *Lot* covered by the *Footprint* of all *Buildings* and *Structures*.

**LOT LINE** means the legally defined limits of any *Parcel* and *Lot*.

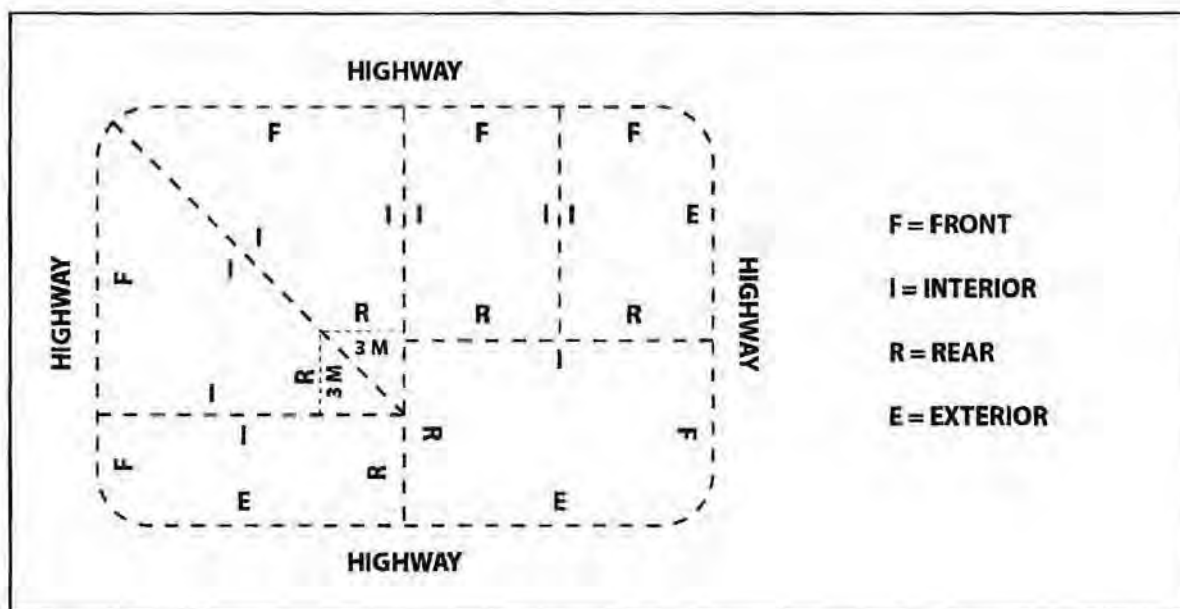
**LOT LINE, EXTERIOR** means a side *Lot Line*, other than a *Front* or *Rear Lot Line*, which abuts a *Highway* on a *Corner Lot*, as shown in Figure 5.

**LOT LINE, FRONT** means any *Lot Line* common to a *Lot* and one *Highway* as shown in Figure 5. Where a *Lot* has frontages on more than one *Highway*, the *Front Lot Line* is the shortest *Lot Line* adjacent to a *Highway*. If a *Lot* has frontages on more than one *Highway* and the frontages are the same length, then any frontage may be the *Front Lot Line*, provided it is opposite and not connected to the *Rear Lot Line*.

**LOT LINE, INTERIOR** means a side *Lot Line* between two or more *Lots* or a *Lane*, other than a *Front* or *Rear Lot Line*, as shown in Figure 5.

**LOT LINE, REAR** means the boundary of a *Lot* which is opposite to and is not connected to the *Front Lot Line*, as shown in Figure 6. In the case of a triangular shaped *Lot*, a *Rear Lot Line* is a line 3.0 metres in length that is entirely within the *Lot* and is parallel to and at a maximum distance from the *Front Lot Line*.

**Figure 6: Lot Lines**



**LOT WIDTH** means the width of a *Lot* between the two side *Lot Lines* as measured at the minimum *Setback* distance from the *Front Lot Line* along a line perpendicular to the centre of the *Front Lot Line*. In the case of the panhandle *Lot*, the panhandle will not be considered as part of the calculation for minimum lot width.

**MANUFACTURED HOME** means a dwelling built under CSA standard Z240 or A277, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried and attached to a *Permanent Foundation*. Mobile manufactured homes include single-wide and double-wide manufactured homes, but not modular homes built under CSA standard A241, travel trailers, recreational vehicles or campers.

**MARINA** means the use of land, *Buildings*, *Structures* and the surface of water for providing docking, berths, and facilities for launching and storage of pleasure boats, and includes boat rental facilities, the sale of motor fuels and lubricating oils, and other retail sales clearly incidental to marine activities of a recreational nature including concession food services, includes one (1) *Accessory Employee Residential Use*.

**NEIGHBOURHOOD PUB** means an establishment licensed as a neighbourhood public house in accordance with the Liquor Control and Licensing Act.

**OCCUPANCY** means the *Use* or intended *Use* of a *Building* or part thereof for the shelter or support of persons or property.

**OFFICIAL** means an employee or agent appointed by the *Fraser Valley Regional District*.

**OFFICIAL COMMUNITY PLAN** means a community plan that is adopted by the *Fraser Valley Regional District Board* under the authority of Section 472 of the Local Government Act.

**PAD** means one of the following:

- (1) A paved surface on which blocks, posts, runners or strip footings are placed for the purpose of supporting a *Manufactured Home*; or
- (2) A concrete pad, slab or floor supporting a *Building, Structure* or space such as a patio.

**PARCEL** means any *Lot*, including leased lots, block or other area in which land is held or into which it is subdivided but does not include a *Highway*.

**PARK BOARD** means the members of the *Cultus Lake Park Board*.

**PARKING SPACE** means a space of the size and dimensions to park one motor vehicle and does not include aisle space and other areas providing access to the parking space.

**PAVILION** means a weather protection structure for picnics and park uses.

**PERMANENT FOUNDATION** means a foundation that significantly alters land because it is constructed on and is physically difficult to remove. Block or concrete post footings are not considered to be permanent foundations.

**PERSONAL SERVICE ESTABLISHMENT** means an establishment that provides personal goods or services to persons involving the health, beauty or grooming of a person, such as barber shops, hairdressers, tailors, laundromats, dry cleaning and shoe repair shops. Personal service establishments do not include health services.

**PLACE OF WORSHIP** means the *Use of land or Buildings* for religious worship such as churches, chapels, synagogues, temples, monasteries and convents.

**PRIMARY USE** means the main purpose for which land, *Buildings* or *Structures* are used.

**PRINCIPAL BUILDINGS** means a *Building* within which the *Primary Use* on the *Lot* occurs.

**RECREATIONAL FACILITY – INDOOR** means land or *Buildings* for the provision of recreation and sports activities primarily conducted indoors such as arcades, arenas, fitness clubs, racquet courts, gymnasias, dance studios, swimming pools and bowling alleys.

**RECREATIONAL FACILITY – OUTDOOR** means a *Use* providing for open area leisure time activities requiring specialized equipment, taking place at prescribed places, sites or fields and involves periodic public congregation and could include outdoor facilities for musical or theatrical performances, outdoor market such as a farmers or artisan market and related activities; but excludes *Amusement Parks* and golf courses.

**RECREATIONAL VEHICLES** means a vehicular unit designed as temporary living quarters for recreational camping, travel or seasonal use that either has its own motive power or is mounted on or towed by another vehicle, but excludes park model trailers and mobile homes.

**REGIONAL DISTRICT BOARD** means the governing and executive body of the *Fraser Valley Regional District*.

**RENTAL CABIN** means a *Structure* with a maximum *Gross Floor Area* of 46 square metres (500 square feet) that can only be rented for seasonal *Occupancy*.

**RESIDENTIAL** means a category or *Zone, Building or Use* that provides for *Dwelling Units* for human habitations.

**RETAIL STORE** means the *Use* of land and Buildings for retail sales.

**RETAINING WALL** means a *Structure* constructed to hold back, stabilize or support a bank as a result of changes in elevation on a *Parcel* or *Lot*.

**SCREENING** means a *Fence, wall, compact evergreen hedge, berm, or combination, supplemented with Landscape* planting that would effectively screen the *Use, Lot* or portion of the *Lot* it encloses from adjacent *Lots* and *Highways*.

**SECONDARY USE** means a *Use* that is *Accessory* to a *Primary Use* on the same *Parcel* or *Lot*.

**SETBACK** means:

- (1) The minimum permitted distance between a *Building Structure* and the related *Lot Lines*; or
- (2) The required minimum distance from a watercourse, or other body of water to the *Building* or *Structures* or any landfill or structure support required to elevate a floor system or *Pad* above the Flood Construction Level; or
- (3) The minimum separation between *Buildings* and *Structures* on a *Lot*.

**SINGLE-DETACHED DWELLING** means a *Building* that contains one *Dwelling Unit* for *Residential Use* and is separate on all sides from any other *Structure*.

**STOREY** means the portion of a *Building*, excluding a *Basement, cellar* or *crawl* spaces that are situated between the top of any floor and the top of the next floor above it, or the ceiling above it where there is no floor above the ceiling.

**STRUCTURE** means any *Building* or construction fixed to, supported by or sunk into land or water such as swimming pools, satellite dishes, parkade and *Retaining Walls*.

**USE** means the purpose or function to which land, *Buildings* or *Structures* are put.

**UTILITY** means a system, work, building, plant, equipment or resource for the provision and maintenance of infrastructure such as water, sewer, drainage, gas, electricity, transportation, communication, or *Fraser Valley Regional District* works services.

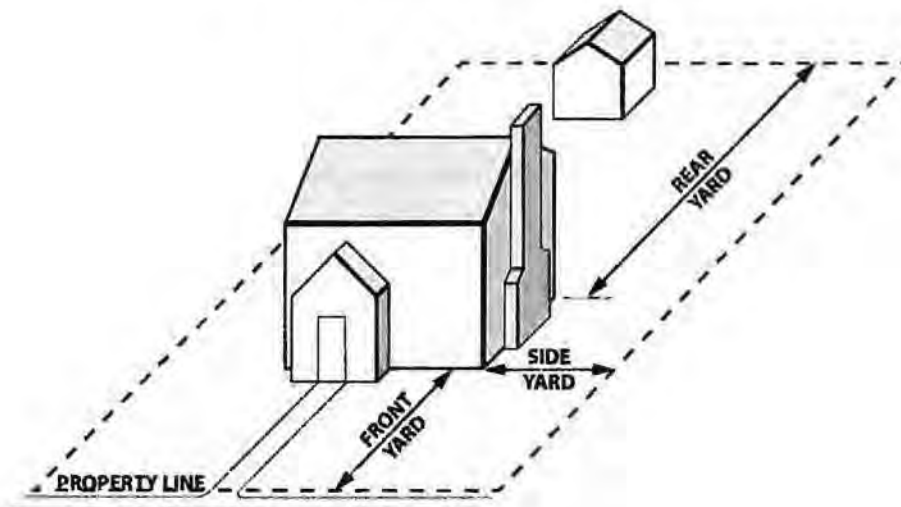
**WATER PARK** means a commercial or public park that features water play areas, such as swimming pools, water slides, splash pads, spray play grounds, lazy rivers, or other recreational bathing, swimming and barefooting environments, accessory amusement facilities and food services.

**YARD, FRONT** means part of a *Parcel* lying between the *Front Lot Line* and the front of the *Principal Building* and extended across the full width of the *Parcel*, as shown in Figure 6.

**YARD, REAR** means part of a *Parcel* lying between the *Rear Lot Line* and the rear of the *Principal Building* and extended across the full width of the *Parcel*, as shown in Figure 6.

**YARD, SIDE** means part of a *Parcel* extending from the *Front Yard* to the *Rear Yard* and lying between the *Interior or Exterior Lot Line* and closest side of the *Principal Building*, as shown in Figure 7.

**Figure 7: Front, Rear and Side yards**



**ZONE** means a zone established by this *Bylaw*.

### 3 GENERAL REGULATIONS

#### 3.1 PERMITTED USES

The following uses are generally permitted in all zones:

##### 3.1.1 *Civic Uses*

##### 3.1.2 *Utilities* provided that:

- 3.1.2.1 utility structures are for transmission of water, sewage, rainwater, electrical power, telecommunication, natural gas, cable television and other similar services, and the facilities are exempt from minimum *Lot* size requirements;
- 3.1.2.2 the structure or use is necessary in this location for the safe and efficient operation of the utility or service;
- 3.1.2.3 the utility or service is for the benefit of the general public;
- 3.1.2.4 screening at least 0.9 metres in height is included on all boundaries except as required elsewhere in this *Bylaw*; and
- 3.1.2.5 security fencing at least 1.8 metres in height shall be maintained around the utility where any danger to persons exists.
- 3.1.2.6 *Temporary Structures* may be used for the storage of construction equipment and materials or for an office required during a construction project on any *Lot* subject to the following:
  - 3.1.2.6.1 there is a lawful building permit for the construction;
  - 3.1.2.6.2 the temporary structure is removed upon completion of the construction project; and
  - 3.1.2.6.3 for the purpose of this section, no structure designed as a *Dwelling Unit* may be used as a temporary structure in the *Cultus Lake Park*.

##### 3.1.3 A *Use* is only permitted if lawfully established and ongoing in accordance with:

- 3.1.3.1 Any applicable "Regulations", as identified in each *Zone*; and
- 3.1.3.2 Such further general regulations applicable to the use, as identified throughout this *Bylaw*.

#### 3.2 PROHIBITED USES

##### 3.2.1 A *Use* not specifically permitted in a *Zone* is prohibited from that *Zone*.

##### 3.2.2 No land, *Building* or *Structure* may be used for a *Use* that is not specifically listed under the heading "Permitted Use" in the *Zone* that the land, *Building* or *Structure* is located, and no *Building* or *Structure* may be placed, constructed, sunk into, erected, moved, sited, altered or enlarged for any *Use* other than a specifically permitted use in the *Zone*. Furthermore:

- 3.2.2.1 A *Use* listed under "Secondary Use" is only permitted if a *Use* under "Primary Uses" is lawfully established and ongoing.

- 3.2.2.2 A *Use* listed under "Site Specific Permitted Uses" is only permitted on the specific *Lots* identified.
- 3.2.3 The following *Uses* are prohibited unless specifically permitted:
  - 3.2.3.1 Any use located all or partly within a tent, Recreation Vehicle or vehicles except for temporary use as street merchants or concessions.
  - 3.2.3.2 The accommodation of more than one *Household* in a *Dwelling Unit*.
  - 3.2.3.3 The storage of fuel or other flammable liquids in quantities greater than 20 litres in or adjacent to a *Dwelling Unit* or *Accessory Buildings* except under permit from the *Fire Inspector*.
  - 3.2.3.4 More than one cooking facility (kitchen) in a *Dwelling Unit*.
  - 3.2.3.5 The accommodation of persons in a *Recreational Vehicle* in a *Residential Zone*.
- 3.2.4 Notwithstanding any other provisions of this *Bylaw*, a *Use* that produces any of the following across any *Lot Line* containing the *Use*, or as a periodically recurring result of the *Use*:
  - 3.2.4.1 Unreasonable or objectionable levels of sound, noise, heat or glare;
  - 3.2.4.2 Unsafe, unhealthful or objectionable levels of odour, vapour, dust, fumes, ash or any other toxic or nontoxic mater;
  - 3.2.4.3 Ground vibration;
  - 3.2.4.4 Radiation or electromagnetic interference;
  - 3.2.4.5 Any health or safety hazard to persons or property in areas surrounding the *Use*.

### 3.3 PRINCIPAL BUILDINGS PER LOT

Only one *Principal Building* may be located on any one *Lot*, except as otherwise permitted in this *Bylaw*.

### 3.4 ACCESSORY BUILDINGS, STRUCTURES AND USE

The following apply to *Accessory Buildings, Structures and Uses*:

- 3.4.1 No *Accessory Building and Structure* is permitted on any *Lot* unless the *Principal Building* to which the build, structure or use is an *Accessory* has been erected or will be erected simultaneously with the *Accessory Building, Structure or Use*.
- 3.4.2 An *Accessory Residential Use* shall be limited to the following:
  - 3.4.2.1 Gardening activities;
  - 3.4.2.2 *Residential* storage and maintenance items;
  - 3.4.2.3 Housing for *Household* pets not exceeding three (3) in number;
  - 3.4.2.4 Off-street parking associated with a *Single-Detached Dwelling*.

3.4.3 Where *Accessory Buildings or Structures* greater than 10 square metres are permanently attached to the *Primary Use Building* or sited closer than 0.6 metres, they shall be considered part of the *Primary Use Building* and must comply in all respects with the requirements of this *Bylaw* applicable to *Primary Use Buildings*. *Accessory Buildings or Structures* 10 square metres or less may be located anywhere on the lot behind the front face of a *Principal Building*.

3.4.4 No *Accessory Building or Structure* on a *Residential Zoned Lot* shall be located in a *Front Yard*.

### 3.5 FENCES

3.5.1 On *Residential* properties and subject to the visual clearance requirement of Section 3.8, fencing will not exceed the following heights:

3.5.1.1 Front Yard and Exterior Side Yard	1.3 metres (4.5 feet)
3.5.1.2 Interior and Rear Yard	1.8 metres (6 feet)

3.5.2 *Fences* shall not be constructed of barbed wire nor be electrified.

### 3.6 ROADS AND LANES

3.6.1 No Building or Structure shall be located closer than 4.5m to the right-of-way boundary of any Ministry of Transportation and Infrastructure roadway, including Columbia Valley Road.

3.6.2 Roads and lanes may be used for public conveyance and uses normally associated with and ancillary to local public roadways.

### 3.7 LIGHTING

Site lighting shall be designed to minimize "light spill" onto adjacent lands and 'light pollution' in the night sky. Site lighting shall be designed to emit no light above horizontal through the use of shielding, 'full cut-off' lights, or other means to direct light towards the ground or surface requiring illumination.

### 3.8 HEIGHT EXCEPTIONS

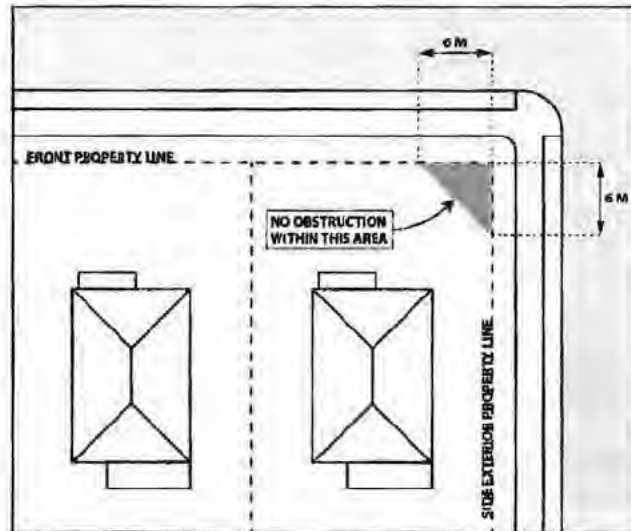
Any of the following may exceed the "Maximum Height" regulations of this *Bylaw*:

- 3.8.1 Chimney stacks;
- 3.8.2 HVAC equipment;
- 3.8.3 Mechanical appurtenance on rooftops, including satellite dishes or other telecommunications apparatus used for domestic or commercial purposes;
- 3.8.4 Monument, sculpture;
- 3.8.5 Radio and television antenna; and
- 3.8.6 Skylights, excluding structures providing access to rooftop decks.

### 3.9 VISUAL CLEARANCE AT INTERSECTIONS

In all *Zones*, no *Fence*, wall or *Structure* is to be erected to a height greater than 0.9 metres and no hedge, bush, shrub, tree or other growth will be maintained or allowed to grow so as to obstruct vision in the area bounded by the intersecting *Lot Lines* at a *Highway*, *Lane* or roadway corner, or driveway corner and a line joining points along the *Lot Line* edge 6.0 metre from their point of intersection as shown in Figure 8.

**Figure 8: Vision Clearance at Intersections**



### 3.10 DENSITY

- 3.10.1 Where a *Zone* includes a regulation entitled "*Floor Area*", the *Gross Floor Area* of all floors of all *Buildings*, including *Accessory Buildings* but excluding areas used exclusively for parking purposes, on the *Lot* divided by the total area of the *Lot* must not exceed the ratio identified in the *Zone* in which the *Lot* is located.
- 3.10.2 Where a *Zone* includes a regulation entitled "*Density*", that is expressed as an absolute number of units, no *Lot* may be subdivided and no *Lot* may be developed with more than the number of *Lots* or units identified for the *Zone* in which the *Lot* is located.
- 3.10.3 Where a *Zone* includes a regulation entitled "*Density*" that is expressed with a square metre figure, no *Lot* may be developed with less than the area noted for the *Zone* in which the *Lot* is located.
- 3.10.4 For certainty, where more than one of the above density regulations apply to any particular *Lot*, the most restrictive governs but all remain applicable.

### 3.11 SCREENING AND LANDSCAPING

3.11.1 Subject to the visual clearance requirement of Section 3.8, *Screening* will not exceed the following *Heights*:

3.11.1.1 *Front Yard and Exterior Side Yard* 1.3 metres (4.5 feet)

3.11.1.2 *Interior and Rear Yard* 1.8 metres (6 feet)

3.11.2 All areas not utilized by *Buildings, Structures* or paved areas shall be *Landscaped*.

3.11.3 *Landscaping* shall consist of a suitable combination of trees, shrubs, flowers, ground cover, lawns or other horticultural elements together with other architectural elements designed to enhance the visual amenity of the property.

### 3.12 OFF-STREET PARKING AND LOADING

3.12.1 Application of Regulations

3.12.1.1 The off-street parking or storage of the following is not permitted on any *Residentially Zoned Lots*:

3.12.1.1.1 Commercial trailers;

3.12.1.1.2 Vehicles for hauling of solid waste or sewage; or

3.12.1.1.3 Vehicles for hauling hazardous materials.

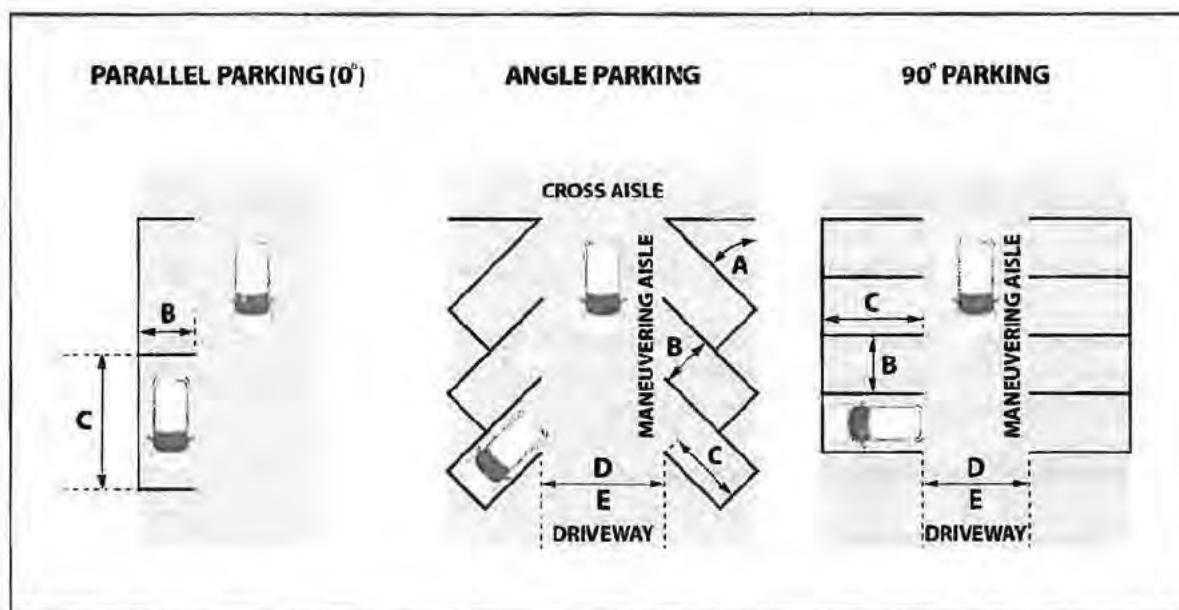
3.12.2 No contractors equipment shall be stored or parked on any *Lot* unless completely enclosed within a *Structure Accessory* to a *Residential Use*.

### 3.13 OFF-STREET PARKING STANDARDS

3.13.1 The minimum parking space dimensions for motor vehicles, not including commercial vehicles, shall be in accordance with Table 1 and Figure 9.

**Table 1: Off-Street Motor Vehicle Parking Dimensions**

Angle (Degree)	Space Width	Space Length	Driveway Width One-Way	Driveway Width Two-Way
A	B	C	D	E
0	2.1 m	7.3 m	3.5 m	6.0 m
30	2.8 m	6.1 m	3.5 m	6.0 m
45	2.8 m	5.8 m	4.0 m	6.0 m
60	2.8 m	5.5 m	5.5 m	6.0 m
90	2.8 m	5.5 m	7.0 m	7.0 m

**Figure 9 Parking Space Dimensions**

3.13.2 All off-street motor vehicle parking spaces shall have a minimum 2.1 m overhead height clearance.

3.13.3 In order to be considered as a required residential motor vehicle parking space:

3.13.3.1 vehicles using parallel parking spaces may use a portion of the road width, however, the vehicle must be able to park entirely outside the travel lane delineated by the yellow lines;

3.13.3.2 parking spaces shall have a minimum 2.1 m overhead height clearance;

3.13.3.3 any sloped area within the property line that is required to access the parking space shall not have a slope greater than 15%; and

3.13.3.4 parking areas shall be surfaced with concrete, brick or similar pavement that provides a surface which is durable and dust-free and shall be graded and drained as to properly dispose of all surface water.

3.13.4 Adequate provision shall be made for vehicle movement to all non-residential off-street motor vehicle parking spaces at all times by means of unobstructed maneuvering aisles and cross aisles, having widths not less than:

3.13.4.1 7.0 m, where parking spaces are located at 90° to the maneuvering aisle providing access to the space.

3.13.4.2 6.0 m, where parking spaces are located at 60° or less to the maneuvering aisle providing access to the space.

3.13.4.3 One-way cross aisles shall have a minimum width of 4.0 m. Two-way cross aisles shall have a minimum width of 7.0 m. Cross aisles are traffic corridors connecting maneuvering aisles.

- 3.13.4.4 All parking and loading areas shall be provided with adequate curbs in order to retain all vehicles within such permitted parking areas, and ensure that required fences, walls, hedges or landscaped areas, as well as any buildings, will be protected from parked vehicles.
- 3.13.4.5 Parking and loading areas shall be surfaced with:
- 3.13.4.5.1 An asphalt, concrete, brick or similar pavement that provides a surface which is durable and dust-free and shall be graded and drained as to properly dispose of all surface water.
  - 3.13.4.5.2 A permeable surface material, including porous pavement, pervious unit paver systems or unit grass pave systems, that allows all precipitation events to infiltrate into the underlying soil.
  - 3.13.4.5.3 In the case of single detached and semi-detached dwellings, an alternative finished surface treatment such as crushed gravel.
- 3.13.4.6 All parking and loading areas shall be illuminated to a minimum of 5.8 lux/ m<sup>2</sup>.
- 3.13.4.7 Any lighting installed to illuminate a parking space, loading space or parking facility shall be directed to that parking area and not on any adjacent parcels.

### **3.14 ACCESSIBLE MOTOR VEHICLE PARKING SPACES**

All commercial, public, apartment and non-residential uses must provide 4% of the total required number of off-street motor vehicles parking spaces or a minimum of 1 space, whichever is greater, for the use of persons with physical disabilities. Each space must be:

- 3.14.1 At least 3.7 metres in width;
- 3.14.2 Located as close as possible to a building entrance; and
- 3.14.3 Be clearly identified as an accessible parking space.

### **3.15 COMMERCIAL PARKING SPACE REQUIREMENTS**

**Table 2 – Number of Parking Spaces Required by Use**

<b>Use</b>	<b>Number of Parking Spaces Required</b>
Golf Course	2 per hole
Driving Range	1 per driving range tee
Institutional Use	1 per 40 square feet of floor area

#### 4 ESTABLISHMENT OF ZONES

The area within the boundaries of the *Cultus Lake Park* shall be divided into the *Zones* identified in Column I and Column II of Table 3.

**Table 3: Establishment of Zones**

<b>COLUMN I Zones</b>	<b>COLUMN II Description</b>
<u>Residential Zones</u> R-1 R-2 R-3 R-4	Suburban Residential Urban Residential Waterfront Residential Hillside Residential
<u>Commercial Zones</u> C-1 C-2 C-3 C-4 C-5	Local Commercial Tourism Commercial Amusement Park Tourism Commercial Water Park Campground Golf Course
<u>Public and Institutional Zones</u> P-1 P-2 P-3 P-4 P-5	Local Park Conservation Area Landfill Lands Institutional Service and Management Institutional Community

##### 4.1 ZONE TITLE

The correct name of each *Zone* provided for in this *Bylaw* is set out in Column I of Table 3. The *Zone* names are grouped into categories by predominant uses for the respective *Zones*, although mixed *Uses* and *Uses* from other categories may be permitted when specifically listed under "Permitted Uses".

##### 4.2 LOCATION OF ZONES

The location of each *Zone* is established on Schedule B, the Zoning Map of this *Bylaw* which is attached thereto and forms part of this *Bylaw*. The "Prohibitions", "Regulations" and requirements of each *Zone* in this *Bylaw* are applicable to the areas designated on Schedule B of this *Bylaw*: Zoning Map.

### 4.3 ZONE BOUNDARIES

Where a *Zone* boundary is shown on Schedule B of this *Bylaw*, the Zoning Map, following a feature such as *Highway* or water course, the centreline shall be the *Zone* boundary. Where the *Zone* boundary does not follow a legally defined line, the location of the zoning boundary shall be determined by the *Fraser Valley Regional District* by scaling from the Zoning Map (Schedule B of this *Bylaw*).

### 4.4 ZONE REGULATIONS

- 4.4.1 In each *Zone*, the table in the “Regulations” section sets out the subdivision and development regulation that apply to all *Lots* in the *Zone*.
- 4.4.2 No *Building* or *Structure* is to be constructed, located or altered which contravenes the “Regulations” section of the applicable *Zone*.

## 5 RESIDENTIAL ZONES

### 5.1 R-1 SUBURBAN RESIDENTIAL

Purpose: To support residential use of generally large uniform suburban residential lots.

#### 5.1.1 Permitted Uses

The following *Uses* are permitted in the R-1 *Zone*:

<b>Primary Uses</b>	
5.1.1.1	Single-Detached <i>Dwelling Unit</i>
5.1.1.2	<i>Manufactured Home</i>
<b>Secondary Uses</b>	
5.1.1.3	<i>Accessory Uses</i>
5.1.1.4	<i>Boarding</i>

#### 5.1.2 Site Specific Permitted Uses

Currently no site specific permitted uses.

#### 5.1.3 Regulations

COLUMN I	COLUMN II
5.1.3.1 <i>Density per Lot</i>	One (1) Single-Detached <i>Dwelling Unit</i>
Maximum <i>Lot Coverage</i>	
5.1.3.2 <i>Primary Uses</i> , including attached decks	25%
5.1.3.3 <i>Accessory Uses</i> , including detached decks	lesser of 60 sq m or 10%
Maximum <i>Building /Structure Height</i>	
5.1.3.4 <i>Principal Building/Structure</i>	7.6m (25ft) Maximum two (2) <i>Stories</i> plus <i>Basement</i> or <i>Crawlspace</i> and roof.
5.1.3.5 <i>Accessory Building/Structure</i> (less than 10m <sup>2</sup> )	3.0m (10ft)
5.1.3.6 <i>Accessory Building/Structure</i> (greater than 10m <sup>2</sup> )	4.0m (13ft)
5.1.3.7 <i>Parking spaces</i>	2

**5.1.4 Setbacks from Lot Lines**

	<b>Front Lot Line</b>	<b>Rear Lot Line</b>	<b>Interior Lot Line</b>	<b>Exterior Lot Line</b>
Single Family Dwelling <sup>5.1.4.1, 5.1.4.8</sup>	6.0 m	10.7 m	1.5 m	4.5 m
Eaves, Gutters and Sunlight Controls	4.5 m	9.8 m	0.9 m	3.6 m
Decks, Balconies, <sup>5.1.4.2</sup>	3.0 m	5.3 m	1.5 m	4.5 m
Uncovered external stairs -	3.0 m	5.3 m	0.6 m	3.6 m
Supporting Posts for Decks, Balconies	3.6 m	5.9 m	1.5 m	4.5 m
Chimneys, China Cabinets, Eating Nooks <sup>5.1.4.1, 5.1.4.3</sup>	5.4 m	10.1 m	1.0 m	4.0 m
Cantilevered Bay Windows <sup>5.1.4.1, 5.1.4.4</sup>	5.4 m	10.1 m	1.0 m	4.0 m
In-ground structures <sup>5.1.4.5</sup>	0.3 m	0.3 m	0.3 m	0.3 m
Patios <sup>5.1.4.6</sup>	1.5 m	1.5 m	0	0
Retaining Walls, Curbs, at grade stairs <sup>5.1.4.7</sup>	0	0	0	0
Accessory Residential	6.0 m	1.2 m	1.2 m	4.5 m
Accessory Residential Eaves, Gutters	5.4 m	0.6 m	0.6 m	3.9 m

All measurements are in meters and are unobstructed and open to the sky.

- 5.1.4.1 Building cladding materials such as siding, brick, stucco, hardy-board or materials required to enhance fire resistance may project 3.0 centimetres into any required setback.
- 5.1.4.2 Decks or Balconies shall have no enclosing walls. Decks or Balconies may have guard railings and may have screening to maximum height of 1.5 metres above the floor of the Deck, Balconies or Stairs.
- 5.1.4.3 Chimney, China Cabinets, Eating Nooks shall not exceed 1.8 metres in length or 0.6 metres in depth.
- 5.1.4.4 Cantilevered Bay Window shall not exceed 3.0 metres in length or 0.6 metres in depth.
- 5.1.4.5 In-ground structure means an in-ground swimming pool, in-ground stairs, or other underground structures. No portion of an in-ground structure shall extend more than 0.3 metres above grade, except for required guard railings.
- 5.1.4.6 Patios may be constructed of concrete, asphalt, rock, gravel, wood or earth and shall not exceed 0.45 metres in height.
- 5.1.4.7 At grade stairs, which are set into the natural grade, may be sited anywhere on a lot.
- 5.1.4.8 All structures, required guard railings and building materials must meet BC Building Code requirements as amended from time to time.

**5.1.5 Additional Regulations for this Zone**

- 5.1.5.1 R-1 Lots may be used for "Permitted Uses" without connecting to a public sewer system; however, the *Principal Use* must be connected to an *Approved Community Water System*.

5.1.5.2 A *Manufactured Home* shall have a minimum width and length of 6 metres excluding approved additions and projections.

5.1.5.3 The parking of one (1) only *Commercial Vehicle* per *Lot* having a gross vehicle weight in excess of 5,600 kg shall be permitted where the owner or driver of said vehicle is a resident thereon and where the said vehicle is parked entirely on said property, and can be screened from the adjacent *Lot* or *Lots* by *Screening* 1.8 metres in Height.

## 5.2 R-2 URBAN RESIDENTIAL

Purpose: To support residential use of *Lots* not on the lakeshore but located in the older section of *Cultus Lake Park* with access to all available community services.

### 5.2.1 Permitted Uses

The following *Uses* are permitted in the R-2 *Zone*:

<b>Primary Uses</b>	
5.2.1.1	Single-Detached <i>Dwelling Unit</i>
5.2.1.2	<i>Manufactured Home</i>
<b>Secondary Uses</b>	
5.2.1.3	<i>Accessory Uses</i>
5.2.1.4	<i>Boarding</i>

### 5.2.2 Site Specific Permitted Uses

Currently no site specific permitted uses.

### 5.2.3 Regulations

COLUMN I		COLUMN II
5.2.3.1	<i>Density per Lot</i>	One (1) Single-Detached <i>Dwelling Unit</i>
5.2.3.2	Maximum <i>Lot Coverage</i> for all <i>Buildings/Structure</i> for lots with a lot width greater than 7.6 m or a length greater than 19.8 m.	60%
Maximum <i>Building /Structure Height</i>		
5.2.3.3	<i>Principal Building/Structure</i>	8.5m (28ft) Maximum two (2) <i>Stories</i> plus <i>Basement</i> or <i>Crawlspace</i> and roof.
5.2.3.4	<i>Accessory Building/Structure</i> (less than 10m <sup>2</sup> )	3m (10ft)
5.2.3.5	<i>Accessory Building/Structure</i> (greater than 10m <sup>2</sup> )	4.0m (13ft)
5.2.3.6	<i>Parking spaces</i>	2

**5.2.4 Setbacks from Lot Lines**

	<b>Front Lot Line</b>	<b>Rear Lot Line</b>	<b>Exterior Lot Line</b>	<b>Interior Lot Line</b>		
				Lot Width Equal to or less than 7.62m (25ft)	Lot width greater than 7.62m (25ft) and less than or equal to 9.144m (30ft)	Lot Width greater than 9.144m (30ft)
Single Family Dwelling <sup>5.2.4.1, 5.2.4.8</sup>	3.0 m	1.8 m	0.6 m	0.6 m	0.9 m	1.2 m
Eaves, Gutters and Sunlight Controls	1.5 m	0.9 m	0.45 m	0.45 m	0.75 m	1.05 m
Decks, Balconies, <sup>5.2.4.2</sup>	1.5 m	0.9 m	0.6 m	0.6 m	0.9 m	1.2 m
Uncovered external stairs	1.5 m	0.9 m	0.6 m	0.6 m	0.6 m	0.6 m
Supporting Posts for Decks, Balconies	2.1 m	1.5 m	0.6 m	0.6 m	0.9 m	1.2 m
Chimneys, China Cabinets, Eating Nooks <sup>5.2.4.1, 5.2.4.3</sup>	2.4 m	1.2 m	0.6 m	0.6 m	0.9 m	1.2 m
Cantilevered Bay Windows <sup>5.2.4.1, 5.2.4.4</sup>	2.4 m	1.2 m	0.6 m	0.6 m	0.9 m	1.2 m
In-ground structures <sup>5.2.4.5</sup>	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m
Patios <sup>5.2.4.6</sup>	0	0	0	0	0	0
Retaining Walls, Curbs, at grade stairs <sup>5.2.4.7</sup>	0	0	0	0	0	0
Accessory Residential	3.0 m	0.6 m	0.6 m	0.6 m	0.9 m	1.2 m
Accessory Residential Eaves, Gutters	2.7 m	0.45 m	0.45 m	0.45 m	0.75 m	1.05 m

All measurements are in meters and are unobstructed and open to the sky.

- 5.2.4.1 Building cladding materials such as siding, brick, stucco, hardy-board or materials required to enhance fire resistance may project 3.0 centimetres into any required setback.
- 5.2.4.2 Decks, Balconies and Stairs shall have no enclosing walls. Decks, Balconies and Stairs may have guard railings and may have screening to maximum height of 1.5 metres above the floor of the Deck, Balconies or Stairs.
- 5.2.4.3 Chimney, China Cabinets, Eating Nooks shall not exceed 1.8 metres in length or 0.6 metres in depth.
- 5.2.4.4 Cantilevered Bay Window shall not exceed 3.0 metres in length or 0.6 metres in depth.
- 5.2.4.5 In-ground structure means an in-ground swimming pool, in-ground stairs, or other underground structures. No portion of an in-ground structure shall extend more than 0.3 metres above grade, except for required guard railings.
- 5.2.4.6 Patios may be constructed of concrete, asphalt, rock, gravel, wood or earth and shall not exceed 0.45 metres in height.
- 5.2.4.7 At grade stairs, which are set into the natural grade, may be sited anywhere on a lot.
- 5.2.4.8 All structures, required guard railings and building materials must meet BC Building Code requirements as amended from time to time.

#### **5.2.5 Additional Regulations for this Zone**

- 5.2.5.1 Notwithstanding section 5.2.3.2 of this Bylaw, if the *lot width* or length of the *Lot* is less than 7.6 metres and 19.8 metres respectively, *Lot Coverage* may be greater than 60% as long as *Setbacks* are maintained and BC Building Code requirements are met.
- 5.2.5.2 A *Manufactured Home* shall have a minimum width and length of 6 metres excluding approved additions and projections.

### 5.3 R-3 WATERFRONT RESIDENTIAL

**Purpose:** To provide for waterfront residential use of Lots fronting on Cultus Lake and with access to all community services.

#### 5.3.1 Permitted Uses

The following *Uses* are permitted in the R-3 Zone:

<b>Primary Uses</b>	
5.3.1.1	<i>Single-Detached Dwelling</i>
5.3.1.2	<i>Manufactured Home</i>
<b>Secondary Uses</b>	
5.3.1.3	<i>Accessory Uses</i>
5.3.1.4	<i>Boarding</i>

#### 5.3.2 Site Specific Permitted Uses

Currently no site specific permitted uses.

#### 5.3.3 Regulations

COLUMN I		COLUMN II
5.3.3.1	<i>Density per Lot</i>	One (1) <i>Single-Detached Dwelling Unit</i>
5.3.3.2	<i>Maximum Lot Coverage for all Buildings/Structure for lots with a lot width greater than 7.6 m or a length greater than 19.8 m.</i>	60%
<i>Maximum Building /Structure Height</i>		
5.3.3.3	<i>Principal Building/Structure</i>	6.7m (22ft) Maximum two (2) <i>Stories</i> plus <i>Basement</i> or <i>Crawlspace</i> and roof.
5.3.3.4	<i>Accessory Building/Structure (less than 10m2)</i>	3m (10ft)
5.3.3.5	<i>Accessory Building/Structure (greater than 10m2)</i>	4m (13ft)
5.3.3.6	<i>Parking spaces</i>	2

**5.3.4 Setbacks from Lot Lines**

	Front Lot Line (Highway)	Rear Lot Line (Cultus Lake)	Exterior Lot Line	Interior Lot Line		
				Lot Width Equal to or less than 7.62m (25ft)	Lot width greater than 7.62m (25ft) and less than or equal to 9.144m (30ft)	Lot Width greater than 9.144m (30ft)
Single Family Dwelling <sup>5.3.4.1, 5.3.4.8</sup>	1.8 m	3.0 m	0.6 m	0.6 m	0.9 m	1.2 m
Eaves, Gutters and Sunlight Controls	0.9 m	1.5 m	0.45 m	0.45 m	0.75 m	1.05 m
Decks, Balconies, <sup>5.3.4.2</sup>	0.9 m	1.5 m	0.6 m	0.6 m	0.9 m	1.2 m
Uncovered external stairs	0.9 m	1.5 m	0.45 m	0.6 m	0.6 m	0.6 m
Supporting Posts for Decks, Balconies	1.5 m	2.1 m	0.6 m	0.6 m	0.9 m	1.2 m
Chimneys, China Cabinets, Eating Nooks <sup>5.3.4.1, 5.3.4.3</sup>	1.2 m	2.4 m	0.6 m	0.6 m	0.9 m	1.2 m
Cantilevered Bay Windows <sup>5.3.4.1, 5.3.4.4</sup>	1.2 m	2.4 m	0.6 m	0.6 m	0.9 m	1.2 m
In-ground structures <sup>5.3.4.5</sup>	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m
Patios <sup>5.3.4.6</sup>	0	0	0	0	0	0
Retaining Walls, Curbs, at grade stairs <sup>5.3.4.7</sup>	0	0	0	0	0	0
Accessory Residential	0.6 m	3.0 m	0.6 m	0.6 m	0.9 m	1.2 m
Accessory Residential Eaves, Gutters	0.45 m	2.7 m	0.45 m	0.45 m	0.75 m	1.05 m

All measurements are in meters and are unobstructed and open to the sky.

- 5.3.4.1 Building cladding materials such as siding, brick, stucco, hardy-board or materials required to enhance fire resistance may project 3.0 centimetres into any required setback.

- 5.3.4.2 Decks and Balconies shall have no enclosing walls. Decks and Balconies may have guard railings and may have screening to maximum height of 1.5 metres above the floor of the Deck or Balconies .
- 5.3.4.3 Chimney, China Cabinets, Eating Nooks shall not exceed 1.8 metres in length or 0.6 metres in depth.
- 5.3.4.4 Cantilevered Bay Window shall not exceed 3.0 metres in length or 0.5 0.6 metres in depth..
- 5.3.4.5 In-ground structure means an in-ground swimming pool, in-ground stairs, or other underground structures. No portion of an in-ground structure shall extend more than 0.3 metres above grade, except for required guard railings.
- 5.3.4.6 Patios may be constructed of concrete, asphalt, rock, gravel, wood or earth and shall not exceed 0.45 metres in height.
- 5.3.4.7 At grade stairs, which are set into the natural grade, may be sited anywhere on a *lot*.
- 5.3.4.8 All structures, required guard railings and building materials must meet BC Building Code requirements as amended from time to time.

### **5.3.5 Additional Regulations for this Zone**

- 5.3.5.1 Notwithstanding section 5.3.3.2 of this Bylaw, if the *lot width* or length of the *Lot* is less than 7.6 metres and 19.8 metres respectively, *Lot Coverage* may be greater than 60% as long as *Setbacks* are maintained and BC Building Code requirements are met.
- 5.3.5.2 A *Manufactured Home* shall have a minimum width and length of 6 metres excluding approved additions and projections.
- 5.3.5.3 The "Primary Uses" shall not be lower than 45.5 metres based on the Geodetic Survey of Canada.

## 5.4 R-4 HILLSIDE RESIDENTIAL

**Purpose:** To provide *Lots* on the west side of the lake, varying in size and shape and located on very steep terrain. Building conditions and the ability to access utilities to service lots vary considerably due to rock outcropping and the significant difference in height from front and rear of the lot.

### 5.4.1 Permitted Uses

The following *Uses* are permitted in the R-4 Zone:

<b>Primary Uses</b>	
5.4.1.1	<i>Single-Detached Dwelling</i>
5.4.1.2	<i>Manufactured Home</i>
<b>Secondary Uses</b>	
5.4.1.3	<i>Accessory Uses</i>
5.4.1.4	<i>Boarding</i>

### 5.4.2 Site Specific Permitted Uses

Currently no site specific permitted uses.

### 5.4.3 Regulations

COLUMN I		COLUMN II
5.4.3.1	<i>Density per Lot</i>	One (1) <i>Single-Detached Dwelling Unit</i>
5.4.3.2	<i>Maximum Lot Coverage for all Buildings/Structure for lots with a lot width greater than 7.6 m or a length greater than 19.8 m.</i>	60%
<i>Maximum Building /Structure Height</i>		8.5m (28ft) Maximum two (2) <i>Stories</i> plus <i>Basement</i> or <i>Crawlspace</i> and roof. 3m (10ft) 4m (13ft)
5.4.3.3	<i>Principal Building/Structure</i>	
5.4.3.4	<i>Accessory Building/Structure (less than 10m2)</i>	
5.4.3.5	<i>Accessory Building/Structure (Greater than 10m2)</i>	
5.4.3.6	<i>Parking spaces</i>	2

**5.4.4 Setbacks from Lot Lines**

	<b>Front Lot Line</b>	<b>Rear Lot Line</b>	<b>Exterior Lot Line</b>	<b>Interior Lot Line</b>		
				Lot Width Equal to or less than 7.62m (25ft)	Lot width greater than 7.62m (25ft) and less than or equal to 9.144m (30ft)	Lot Width greater than 9.144m (30ft)
Single Family Dwelling <sup>5.4.4.1, 5.4.4.8</sup>	3.0 m	1.8 m	0.6 m	0.6 m	0.9 m	1.2 m
Eaves, Gutters and Sunlight Controls	1.5 m	0.9 m	0.45 m	0.45 m	0.75 m	1.05 m
Decks, Balconies, <sup>5.4.4.2</sup>	1.5 m	0.9 m	0.6 m	0.6 m	0.9 m	1.2 m
Uncovered external stairs	1.5 m	0.9 m	0.6 m	0.6 m	0.6 m	0.6 m
Supporting Posts for Decks, Balconies	2.1 m	1.5 m	0.6 m	0.6 m	0.6 m	0.6 m
Chimneys, China Cabinets, Eating Nooks <sup>5.4.4.1, 5.4.4.3</sup>	2.4 m	1.2 m	0.6 m	0.6 m	0.9 m	1.2 m
Cantilevered Bay Windows <sup>5.4.4.1, 5.4.4.4</sup>	2.4 m	1.2m	0.6m	0.6 m	0.9 m	1.2 m
In-ground structures <sup>5.4.4.5</sup>	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m	0.3 m
Patios <sup>5.4.4.6</sup>	0	0	0	0	0	0
Retaining Walls, Curbs, at grade stairs <sup>5.4.4.7</sup>	0	0	0	0	0	0
Accessory Residential	3.0 m	0.6 m	0.6 m	0.6 m	0.9 m	1.2 m
Accessory Residential Eaves, Gutters	2.7 m	0.45 m	0.45 m	0.45 m	0.75 m	1.05 m

All measurements are in meters and are unobstructed and open to the sky.

- 5.4.4.1 Building cladding materials such as siding, brick, stucco, hardy-board or materials required to enhance fire resistance may project 3.0 centimetres into any required setback.
- 5.4.4.2 Decks or Balconies shall have no enclosing walls. Decks or Balconies may have guard railings and may have screening to maximum height of 1.5 metres above the floor of the Deck or Balconies.

- 5.4.4.3 Chimney, China Cabinets, Eating Nooks shall not exceed 1.8 metres in length or 0.6 metres in depth.
- 5.4.4.4 Cantilevered Bay Window shall not exceed 3.0 metres in length or 0.6 metres in depth.
- 5.4.4.5 In-ground structure means an in-ground swimming pool, in-ground stairs, or other underground structures. No portion of an in-ground structure shall extend more than 0.3 metres above grade, except for required guard railings.
- 5.4.4.6 Patios may be constructed of concrete, asphalt, rock, gravel, wood or earth and shall not exceed 0.45 metres in height.
- 5.4.4.7 At grade stairs, which are set into the natural grade, may be sited anywhere on a lot. Retaining Walls and Curbs may be constructed of concrete, wood, stone, rock or masonry and have no height restrictions. All retaining walls must be applicable BC Building Code requirements as amended from time to time.
- 5.4.4.8 All structures, required guard railings and building materials must meet BC Building Code requirements as amended from time to time.

#### **5.4.5 Additional Regulations for this Zone**

- 5.4.5.1 Notwithstanding section 5.4.3.2 of this Bylaw, if the *lot width* or length of the *Lot* is less than 7.6 metres and 19.8 metres respectively, *Lot Coverage* may be greater than 60% as long as *Setbacks* are maintained and BC Building Code requirements are met.
- 5.4.5.2 A *Manufactured Home* shall have a minimum width and length of 6 metres excluding approved additions and projections.
- 5.4.5.3 Plans for all *Retaining Walls* must be submitted to the *Chief Building Inspector* for approval prior to the issuance of a permit. The *Chief Building Inspector* will determine the need for engineering and the *Height* required.

## 6 COMMERCIAL ZONES

### 6.1 C-1 LOCAL COMMERCIAL

**Purpose:** To provide for a limited range of *Commercial Uses* in a small-scale shopping area that caters primarily to the daily needs of the residents and visitors.

#### 6.1.1 Permitted Uses

The following *Uses* are permitted in the C-1 Zone:

<b>Primary Uses</b>	
6.1.1.1	<i>Daycare Centre</i>
6.1.1.2	<i>Financial Institution</i>
6.1.1.3	<i>Neighbourhood Pub</i>
6.1.1.4	<i>Office</i>
6.1.1.5	<i>Personal Service Establishment</i>
6.1.1.6	<i>Recreational Facility – Indoors</i>
6.1.1.7	<i>Restaurant</i>
6.1.1.8	<i>Retail Store</i>
6.1.1.9	<i>Artisan Shop</i>
6.1.1.10	<i>Post Office</i>
6.1.1.11	<i>Government Office</i>
<b>Secondary Uses</b>	
6.1.1.12	<i>Accessory Dwelling Unit</i>
6.1.1.13	<i>Outdoor Community Space with Landscaping</i>
6.1.1.14	<i>Accessory Uses</i>

#### 6.1.2 Site Specific Permitted Uses

- 6.1.2.1 *Gas Bar* located at 4161 Columbia Valley Road legally described as NEW WESTMINSTER DISTRICT BLDG 32 SERVICE STATION CULTUS LAKE PARK Folio 733.07006.032
- 6.1.2.2 *Recreational Facility – Outdoors* is permitted at 4121 Columbia Valley Road and legally described as NEW WESTMINSTER DISTRICT BLDGS 36 - 38A&B RIDING STABLE CULTUS LAKE PARK Folio 733-07006.060

### 6.1.3 Regulations

COLUMN I	COLUMN II
6.1.3.1 Minimum Lot Area	1000 sq m
6.1.3.2 Minimum Lot Width	30.0 m (100 ft)
Minimum Setbacks	
6.1.3.3 Front Lot Line	6.0m (20ft)
6.1.3.4 Interior Lot Line	3.0m (10ft)
6.1.3.4.1 adjacent to Residential Uses	6.0m (20ft)
6.1.3.5 Exterior Lot Line	3.0m (10ft)
6.1.3.6 Rear Lot Line	6.0m (20ft)
6.1.3.7 Maximum Lot Coverage	20%
Maximum Building /Structure Height	
6.1.3.8 Principal Building/Structure	10m (33ft)
6.1.3.9 Accessory Building/Structure	6.4m (21ft)
6.1.3.10 Maximum Gross Floor Area of Accessory Building/Structure	55 sq m
6.1.3.11 Signage	3 sq m (32.3 sq ft)

### 6.1.4 Additional Regulations for this Zone

6.1.4.1 An *Artisan Shop* use shall be permitted subject to the following conditions:

- 6.1.4.1.1 No *Artisan Shop* or related *Structure* shall be used for the sale of any product other than the finished product produced on the premises;
- 6.1.4.1.2 All activities shall be confined to the interior of a *Building* and shall not involve storage exterior to the *Building* of any material used directly or indirectly in the processing or resulting from the processing of any product of such occupation or craft; and
- 6.1.4.1.3 All odours, noise and vibrations related to the activity shall not extend beyond the property line of the *Lot* where the workshop is located.
- 6.1.4.1.4 One *Accessory Dwelling Unit* is permitted per *Lot* in conjunction with one or more *Primary Use(s)* on the same *Lot*, provided the *Dwelling Unit* has a separate access from the *Primary Use(s)*.

## 6.2 C-2 TOURISM COMMERCIAL AMUSEMENT PARK

**Purpose:** To function as the primary area for private recreational enterprises.

### 6.2.1 Permitted Uses

The following *Uses* are permitted in the C-2 Zone:

<b>Primary Uses</b>
6.2.1.1 <i>Amusement Park</i>
<b>Secondary Uses</b>
6.2.1.2 <i>Accessory Uses</i>

### 6.2.2 Site Specific Permitted Uses

Currently no site specific permitted uses

### 6.2.3 Regulations

COLUMN I	COLUMN II
6.2.3.1 <i>Minimum Lot Area</i>	2,000sq m
6.2.3.2 <i>Minimum Setbacks from all Lot Lines to residentially zoned Lots.</i>	115m (377ft)
6.2.3.2.1 <i>Notwithstanding the above minimum Setbacks, on the subject Lot the greater applies.</i>	0.75m (2.5ft) for every 0.3m (1ft) <i>Building or Structure Height</i>
6.2.3.3 <i>Maximum Lot Coverage</i>	25%
<i>Maximum Building /Structure Height</i>	
6.2.3.4 <i>Principal Building/Structure</i>	10m (33ft)
6.2.3.5 <i>Accessory Building/Structure</i>	6.4m (21ft)
6.2.3.6 <i>Amusement Rides</i>	23m (75ft)

### 6.2.4 Additional Regulations for this Zone

6.2.4.1.1 An *Amusement Park Use* shall be permitted subject to the following conditions:

- 6.2.4.1.2 It shall conform with all regulations made pursuant to the Health Act, Waste Management Act, Fire Services Act, Factory Act, and all amendments thereto as the case may be;
- 6.2.4.1.3 It shall be licensed under the Trade Licence Act; and
- 6.2.4.1.4 No *Amusement Park* shall be established or extended unless two separate *Highway* access permits are approved by the authority having jurisdiction.

### 6.3 C-3 TOURISM COMMERCIAL WATER PARK

Purpose: To function as the primary area for private recreational enterprises.

#### 6.3.1 Permitted Uses

The following *Uses* are permitted in the C-3 Zone:

<b>Primary Uses</b>
6.3.1.1 <i>Water Park</i>
<b>Secondary Uses</b>
6.3.1.2 <i>Accessory Uses</i>
6.3.1.3 <i>One Accessory Dwelling Unit</i>

#### 6.3.2 Site Specific Permitted Uses

Currently no site specific permitted uses

#### 6.3.3 Regulations

COLUMN I	COLUMN II
6.3.3.1 Minimum <i>Lot Area</i>	2,000sq m
6.3.3.2 Minimum <i>Setbacks</i> from all Lot Lines to residentially zoned <i>Lots</i> .	115m (377ft)
6.3.3.2.1 Notwithstanding the above minimum <i>Setbacks</i> , on the subject <i>Lot</i> the greater applies	0.75m (2.5ft) for every 0.3m (1ft) <i>Building or Structure Height</i>
6.3.3.3 Maximum <i>Lot Coverage</i>	10%
Maximum <i>Building /Structure Height</i>	
6.3.3.4 <i>Principal Building/Structure</i>	10m (33ft)
6.3.3.5 <i>Accessory Building/Structure</i>	6.4m (21ft)
6.3.3.6 <i>Water Slides</i>	25m (82ft)

#### 6.3.4 Additional Regulations for this Zone

6.3.4.1 A *Water Park Use* shall be permitted subject to the following conditions:

- 6.3.4.1.1 It shall conform with all regulations made pursuant to the Health Act, Waste Management Act, Fire Services Act, Factory Act, and all amendments thereto as the case may be;
- 6.3.4.1.2 It shall be licensed under the Trade Licence Act; and
- 6.3.4.1.3 No *Water Park* shall be established or extended unless two separate *Highway* accesses are approved by the authority having jurisdiction.

## 6.4 C-4 CAMPGROUND

**Purpose:** To provide convenient, overnight or seasonal (temporary) accommodation in tents, *Recreational Vehicles* and motor homes for visitors to *Cultus Lake Park* and access to Cultus Lake.

### 6.4.1 Permitted Uses

The following *Uses* are permitted in the C-4 Zone:

<b>Primary Uses</b>	
6.4.1.1	Commercial Recreational Campground
<b>Secondary Uses</b>	
6.4.1.2	Accessory <i>Uses</i> such as washrooms, playground, convenience store, boat launch facilities, docks, laundry facilities, community meeting space and the like.
6.4.1.3	Accessory Employee Residence

### 6.4.2 Site Specific Permitted Uses

Currently no site specific permitted uses

### 6.4.3 Regulations

COLUMN I	COLUMN II
6.4.3.1 Minimum size of a recreational camping site	130 sq m
Minimum <i>Setbacks</i> including camping site spaces	
6.4.3.2 Front Lot Line	7.6m (25ft)
6.4.3.3 Interior Lot Line	7.6m (25ft)
6.4.3.4 Exterior Lot Line	7.6m (25ft)
6.4.3.5 Rear Lot Line	7.6m (25ft)
6.4.3.6 Camping site	7.6m (25ft)
Building Dimensions	
6.4.3.7 Maximum Height of Principal Building	10 metres (33 feet)
6.4.3.8 Maximum permitted Gross Floor Area for an Accessory Employee Residence	74 sq m (800 sq ft)
6.4.3.9 Maximum permitted Gross Floor Area for an Accessory retail use of food, camping supplies and souvenirs	55 sq m (592 sq ft)
6.4.3.10 Parking on each camping site	1

### 6.4.4 Additional Regulations for this Zone

- 6.4.4.1 The Campground shall contain recreational camping sites but shall not contain any strata Lots or any park model sites.
- 6.4.4.2 Accessory *Uses* do not included commercial Recreational Facilities - Outdoor and Amusement Parks.

- 6.4.4.3 No Structures, including Fences, porches or storage sheds, shall be permitted on a recreational camping site.
- 6.4.4.4 The Campground design and management shall comply with all applicable Cultus Lake Park Bylaws.
- 6.4.4.5 Vegetated landscaping buffer of 7.6 metres is required from all Lot Lines.

## 6.5 C-5 GOLF COURSE

**Purpose:** To provide private or public outdoor recreation on a Golf Course or Driving Range.

### 6.5.1 Permitted Uses

The following *Uses* are permitted in the C-5 Zone:

<b>Primary Uses</b>	
6.5.1.1	Golf Course
6.5.1.2	Driving Range
<b>Secondary Uses</b>	
6.5.1.3	Accessory Dwelling Unit
6.5.1.4	Accessory Uses that could include a restaurant, banquet facility, café or pub and retail sales, workshops and equipment storage

### 6.5.2 Site Specific Permitted Uses

Currently no site specific permitted uses

### 6.5.3 Regulations

COLUMN I	COLUMN II
Minimum Setbacks (For all Buildings/Structure)	
6.5.3.1 Front Lot Line	7.6m (25ft)
6.5.3.2 Interior Lot Line	30.0m (100ft)
6.5.3.3 Exterior Lot Line	30.0m (100ft)
6.5.3.4 Rear Lot Line	30.0m (100ft)
6.5.3.5 Maximum Lot Coverage	10%
Building/Structure Dimensions	
6.5.3.6 Maximum Height of Principal Building	10m (33ft)

### 6.5.4 Additional Regulations for this Zone

- 6.5.4.1 A building to serve as a clubhouse for the *Use* and enjoyment of the players shall be permitted on the *Lot*, and may include a restaurant, café or pub.
- 6.5.4.2 The retail sales of equipment and clothing necessary to golf shall be permitted.

## 7 PUBLIC and INSTITUTIONAL ZONES

### 7.1 P-1 LOCAL PARK AND RECREATION

**Purpose:** To provide an area for high-intensity public recreation for both local residents and visitors to enjoy the natural amenities and recreational activities.

#### 7.1.1 Permitted Uses

The following *Uses* are permitted in the P-1 Zone:

<b>Primary Uses</b>	
7.1.1.1	Public Park
7.1.1.2	Dog Park
7.1.1.3	Playgrounds
7.1.1.4	Sports Fields
7.1.1.5	Trails
7.1.1.6	Docks
7.1.1.7	Pavilion
7.1.1.8	<i>Recreational Facility – Indoors</i>
7.1.1.9	<i>Recreational Facility - Outdoors</i>
7.1.1.10	Museum
7.1.1.11	<i>Marina</i>
<b>Secondary Uses</b>	
7.1.1.12	Accessory Uses that provide facilities and services for park users
7.1.1.13	Public parking lots
7.1.1.14	Visitor Information Centre
7.1.1.15	Non-permanent services such as food carts concession stands and the like

#### 7.1.2 Site Specific Permitted Uses

*Rental Cabins* located near 4169 Columbia Valley Highway that are intended for temporary recreational accommodation. Includes one (1) *accessory employee residential use*..

#### 7.1.3 Additional Regulations for this Zone

The maintenance and management, including leasing of *Primary and Secondary Uses* within local park areas, is the responsibility of the *Cultus Lake Park Board* and its *Bylaws* as determined by the *Cultus Lake Park Act 1932* as amended from time to time.

## 7.2 P-2 CONSERVATION AREAS

**Purpose:** To provide for conservation and enhancement, and low-intensity public use of land that is identified, protected and managed as forested lands, undeveloped natural areas, and environmentally sensitive areas containing fish and wildlife habitat, riparian areas, wildlife corridors and other protected areas.

### 7.2.1 Permitted Uses

The following *Uses* are permitted in the P-2 Zone:

<b>Primary Uses</b>	
7.2.1.1	Walking and Cycling Trails
7.2.1.2	Low-impact Recreational Activities – Outdoors
7.2.1.3	Natural Areas
7.2.1.4	Conservation and Environmental Management included infrastructure
7.2.1.5	<i>Highways</i> and servicing equipment (including pump stations and right-of-way for utilities)
<b>Secondary Uses</b>	
7.2.1.6	<i>Accessory Uses</i>
7.2.1.7	Hazard management facilities such as access for wildfire control

### 7.2.2 Site Specific Permitted Uses

Currently no site specific permitted uses

### 7.2.3 Additional Regulations for this Zone

- 7.2.3.1 Nature trails, natural areas and *Highways* are only permitted if the *Use* is limited to a portion of the *Lot* and does not compromise the natural characteristics and vegetated portions of a *Lot* in this *Zone*.
- 7.2.3.2 Low-impact outdoor *Recreational Facilities* means activities that require minimal infrastructure such as a ropes course and hiking trails, and has minimal impact on flora and fauna.

### 7.3 P-3 LANDFILL LANDS

Purpose: To provide the former landfill area with limited use while future use and remediation requirements are considered.

#### 7.3.1 Permitted Uses

The following *Uses* are permitted in the P-3 Zone:

<b>Primary Uses</b>	
7.3.1.1	Parking
7.3.1.2	<i>Recreation Vehicle</i> and boat storage
7.3.1.3	Low impact commercial or recreational activities that requires no permanent <i>Structure</i>
<b>Secondary Uses</b>	
7.3.1.4	<i>Accessory Uses</i>

#### 7.3.2 Site Specific Permitted Uses

One Communication Tower is currently located on this site.

#### 7.3.3 Additional Regulations for this Zone

- 7.3.3.1 Notwithstanding section 9.3.1 (c), any commercial or recreational activity must receive prior approval from the *Cultus Lake Park Board*, which includes an assessment prepared by a qualified professional that concludes that the site is safe and suitable for the intended use and ensures that the use will not result in unacceptable public expenditures or service demands.
- 7.3.3.2 No permanent *Buildings* or *Structures* shall be erected on land zoned P-3 Landfill.

## 7.4 P-4 INSTITUTIONAL SERVICE AND MANAGEMENT

**Purpose:** To provide governmental facilities and infrastructure which service the needs of local residents and visitors.

### 7.4.1 Permitted Uses

The following *Uses* are permitted in the P-4 Zone:

#### **Primary Uses**

- 7.4.1.1 Park Board Administration Buildings
- 7.4.1.2 Provincial and Federal Offices and Works Yards
- 7.4.1.3 Fire Hall
- 7.4.1.4 Parks Board Works Yards
- 7.4.1.5 Public Parking Lots

#### **Secondary Uses**

- 7.4.1.6 Accessory Uses

### 7.4.2 Site Specific Permitted Uses

Highway operations and maintenance works yard located at 44900 Parmenter Road.

### 7.4.3 Regulations

COLUMN I	COLUMN II
7.4.3.1 Minimum Lot Area	1000 sq m
Minimum Setbacks	
7.4.3.2 Front Lot Line	6.0m (20ft)
7.4.3.3 Interior Lot Line	6.0m (20ft)
7.4.3.4 Exterior Lot Line	6.0m (20ft)
7.4.3.5 Rear Lot Line	6.0m (20ft)
7.4.3.6 Maximum Lot Coverage	50%
Maximum Building /Structure Height	
7.4.3.7 Principal Building/Structure	15.0m (49ft)
7.4.3.8 Accessory Building/Structure	6.4m (21ft)

### 7.4.4 Additional Regulations for this Zone

Currently no additional regulations

## 7.5 P-5 INSTITUTIONAL COMMUNITY

**Purpose:** To provide community and public facilities and infrastructure intended to be used as *Places of Worship*, educational and cultural facilities and public assembly facilities, which service the needs of local residents and visitors.

### 7.5.1 Permitted Uses

The following *Uses* are permitted in the P-5 Zone:

<b>Primary Uses</b>	
7.5.1.1	Community Centre
7.5.1.2	Museum
7.5.1.3	Art Gallery
7.5.1.4	Schools
7.5.1.5	Place of Worship
<b>Secondary Uses</b>	
7.5.1.6	Accessory Uses

### 7.5.2 Site Specific Permitted Uses

Currently no site specific permitted uses.

### 7.5.3 Regulations

COLUMN I	COLUMN II
7.5.3.1 Minimum Lot Area	1000 sq m
Minimum Setbacks (Principal Buildings/Structure)	
7.5.3.2 Front Lot Line	6.0m (20ft)
7.5.3.3 Interior Lot Line	6.0m (20ft)
7.5.3.4 Exterior Lot Line	6.0m (20ft)
7.5.3.5 Rear Lot Line	6.0m (20ft)
7.5.3.6 Maximum Lot Coverage	50%
Maximum Building /Structure Height	
7.5.3.7 Principal Building/Structure	12.0m (39ft)
7.5.3.8 Accessory Building/Structure	6.4m (21ft)
7.5.3.9 Maximum Gross Floor Area of Accessory Buildings / Structures	55 sq m

### 7.5.4 Additional Regulations for this Zone

Currently no additional regulations

## 7.6 P-6 WATERFRONT COMMERCIAL

**Purpose:** To provide for commercial marine activities and a range of associated commercial uses.

### 7.6.1 Permitted Uses

The following *Uses* are permitted in the P-6 Zone:

#### **Primary Uses**

- 7.6.1.1 Marina
- 7.6.1.2 Wharf

### 7.6.2 Site Specific Permitted Uses

- 7.6.2.1 Motorized and Non-motorized boat rentals, sales and servicing, Water sports equipment sales, Food Concession without table service and *One (1) Accessory Employee Residential Use* located at Cultus Lake Park Building #50 (Cultus Lake Marina).
- 7.6.2.2 Non-motorized boat rentals, sales and servicing, Water sports equipment sales, Food Concession without table service located at Cultus Lake Park Lease Lot 103 – Sec 25, Twp 22 NWD 103 First Ave (Main Beach Boat Rentals).

### 7.6.3 Regulations

COLUMN I	COLUMN II
Minimum <i>Setbacks (Principal Buildings/Structure)</i>	
7.6.3.1 <i>Front Lot Line</i>	6.0m (20ft)
7.6.3.2 <i>Interior Lot Line</i>	6.0m (20ft)
7.6.3.3 <i>Exterior Lot Line</i>	6.0m (20ft)
7.6.3.4 <i>Rear Lot Line</i>	6.0m (20ft)
Maximum <i>Building /Structure Height</i>	
7.6.3.5 <i>Principal Building/Structure</i>	7.6m (25ft)
7.6.3.6 <i>Accessory Building/Structure</i>	4.5m (15ft)

### 7.6.4 Additional Regulations for this Zone

Currently no additional regulations

**FRASER VALLEY REGIONAL DISTRICT  
CULTUS LAKE PARK ZONING BYLAW NO. 1375, 2016**

**SCHEDULE B -Cultus Lake Park Zoning Map**



**CULTUS LAKE PARK BOARD**

**SPECIFIED AREA BY – LAW**

A By-law to divide the Cultus Lake Park into specified areas, and to make regulations in relation thereto, regulating the use, location, lot coverage and height of buildings.

*Received first reading this     5<sup>th</sup>    day of     May, 1994*

*Received second reading this     18<sup>th</sup>    day of    May, 1994*

*Received third reading this     2<sup>nd</sup>     day of     June, 1994*

*Reconsidered, finally passed adopted this     7<sup>th</sup>    day of     July, 1994.*

**CULTUS LAKE PARK BOARD**

\_\_\_\_\_  
"Nan Vye"  
Chairman

\_\_\_\_\_  
"J. Dyck"  
Secretary/Manager

Amended this 21<sup>st</sup> day of December, 1994

\_\_\_\_\_  
"Nan Vye"  
Chairman

\_\_\_\_\_  
"J. Dyck"  
Secretary/Manager

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Section 1      Application and Interpretation

Whereas the Board has had due regard to the requirements of the Cultus Lake Park Act (Amendment Act 1939) the Cultus Lake Park Board in open meeting assembled enacts as follows:

**1.1      Title**

This By-law may be cited as “**SPECIFIED AREA BY-LAW 1994**”

**1.2      Purpose**

The purpose of this By-law shall be the promotion of health, safety, convenience and welfare of the public through due regard to any consideration cited in the Cultus Lake Park Act (Amendment Act 1939).

**1.3      Application**

- (1)      The Provisions of this By-law shall apply to the whole of the area within the boundaries of Cultus Lake Park and to buildings and structures thereon.
- (2)      Unless otherwise provided, no land, building or structure, or the surface of water, shall be used or occupied, and no building or structure or part thereof shall be erected, moved, altered or enlarged, unless in conformity with this By-law, and the contrary shall be unlawful.

**1.4      Effective Date**

This By-law shall come into force and take effect upon the date of adoption.

**1.5      Severability**

If any section, subsection, sentence, clause or phrase of this By-law is for any reason found invalid by decision of any court of competent jurisdiction, such decisions shall not affect the validity of the remaining portions of this By-law.

**1.6      Standard Abbreviations**

Throughout this By-law the following standard abbreviation shall be used to allow for more concise format.

<b>BOARD</b>	The Cultus Lake Park Board
<b>BY – LAW</b>	Specified Area By-law
<b>C.S.A.</b>	Canadian Standards Association
<b>ESLL</b>	Exterior Side Lot Line
<b>FLL</b>	Front Lot Line
<b>ISLL</b>	Interior Side Lot Line

<b>m</b>	Metre or Metres (Unit of Length)
<b>m<sup>2</sup></b>	Square metres (Unit of Area) Metres <sup>2</sup>
<b>PARK</b>	Cultus Lake Park
<b>RLL</b>	Rear Lot Line

## 1.7 Interpretation of the By-law

If ambiguity arises concerning the context or application of this By-law, the Building Inspector shall set forth the relevant information and his/her interpretation in a recommendation to the Board. The Board shall consider the findings and interpretation of the Building Inspector and render a final decision and interpretation on the matter.

In the event of conflict between the provisions of this By-law and provisions of any other By-law of the Park, or the B.C. Building code, the most restrictive shall apply.

## 1.8 No Relief From Other Provisions

- (1) Nothing contained within this By-law shall be construed as relieving any person or party to whom a building permit or variance is issued from complying with any other legislation, order or regulation requiring a license or permit to accomplish, engage in, carry on or maintain a particular business, enterprise, occupation, transactions or use.
- (2) Nothing contained within this By-law shall be construed as validating or legalizing any land use in violation of any Park By-law, or other legislation, order or regulation.

## 1.9 Units of Measurement

- (1) Metric units of measurement are used throughout this by-law, unless otherwise specified.
- (2) All units of length, width, height and other distances are given in metres, unless otherwise specified.
- (3) All units of area or volume are as specified.

## Section 2 Definitions

### 2.1 Definitions used in this By-law

In this By-law, unless the context otherwise requires, the following definitions shall apply:

**ACCESSORY TO:** means necessarily or customarily incidental to a permitted use of land, buildings or structures located on the same lot.

**ACT:** means the “*Cultus Lake Park Act (Amendment Act 1939)*”.

<b>ADJOINING:</b>	means having a common boundary.
<b>ALTERATION:</b>	means a change or extension to any matter or thing or to any occupancy.
<b>AMEND:</b>	means modify, vary or discharge.
<b>AMENDMENT:</b>	means any change, to the text or substance of this By-law or any change to the application of this By-law to property within the Park.
<b>ANCILLARY:</b>	means subordinate to a principal use.
<b>BALCONIES &amp; STAIRS</b>	<p>(a) may project into the front or rear yard a maximum of half (1/2) the required set back distance and any supporting posts project into the front or rear yard not more than one third (1/3) the required set back distance.</p> <p>(b) Balconies described in 7.2 (7) (a) shall not be enclosed by walls or above by walls or roof.</p> <p>(c) Handrails/guardrails for such balconies and stairs must be of a 'see through' type by having a minimum of 70% openings, and meet code requirements.</p> <p>(d) Posts supporting such balconies shall not exceed a dimension in breadth, depth or diameter of 0.183 m spaced in compliance with the B.C. Building Code. There shall be no enclosing features above or below such balconies except those required by code.</p>
<b>BASEMENT:</b>	means an area of a building not more than 2.74 m or 9 feet in height below the first storey.
<b>BAY WINDOW:</b>	means a portion of a wall extending outward from the main wall of the building and parallel thereto. With the two sides on the projected portion at an angle of 45° to the main wall and all three sides containing windows.
<b>BEDROOM:</b>	means any room not including a bathroom, kitchen, living room or dining room which has a floor area greater than 7 m <sup>2</sup> .
<b>BUILDING:</b>	means any structure used or intended for supporting or sheltering any use or occupancy.
<b>BUILDING CODE:</b>	means the B.C. Building Code current edition adopted pursuant to the provisions of the Cultus Lake Park Board Building By-law.
<b>BUILDING HEIGHT:</b>	<p>means the vertical distance from grade or as specified elsewhere in this By-law to:</p> <p>(a) the highest point on any roof of a flat roofed building.</p> <p>(b) the highest point on any roof of a gable roofed building.</p>

- BUILDING PERMIT:*** means a permit issued by the Park Board authorizing the leaseholder or his agent to construct a building or structure.
- COMMUNITY SANITARY SEWER SYSTEM:*** means a system of underground works of sufficient capacity to carry domestic effluent from an area and which serves two or more parcels of land and is connected to a treatment and disposal plant as permitted by the *POLLUTION CONTROL BRANCH* and which is operated by the Park Board.
- COMMUNITY WATER SYSTEM:*** shall mean a system of waterworks approved under the *HEALTH ACT* and owned and operated by the Park Board.
- CORNER LOT:*** means a lot situated at the intersection of two or more streets which meet at an interior angle of less than 134° or in case of a curved street, where the tangents to the property line adjoining a street intersect at an angle of less than 135°.
- CRAWL SPACE:*** means an area of a building not more than 1.8 m in height and located between the lowest part of a floor assembly and the ground or other surface.
- DENSITY:*** means the number of dwelling units per lot.
- DWELLING UNIT:*** means one or more habitable rooms, including a bathroom and cooking facility occupied or intended to be occupied by 1 person or 1 family.
- EXTERIOR SIDE LOT:*** means the lot line or lot lines, not being the front or rear lot line, common to a lot and a street.
- FACE OF A BUILDING:*** means the foremost wall of a building not including siting exception listed in Section 5 of this By-law.
- FAMILY:*** means two or more person related by blood, marriage, adoption or foster parenthood sharing one dwelling unit, or not more than 4 unrelated persons sharing one dwelling unit.
- FIRST STORY:*** means the first story above a basement, crawlspace or a slab on ground.
- FLOOR AREA:*** means the space on any story of a building between the exterior walls and required firewalls, including space occupied by interior walls and partitions, but not including exits and vertical spaces that pierce the story.
- FOUNDATION:*** means a system or arrangement of foundation units through which the loads of a building are transferred to soil or rock.
- FRONT LOT LINE:*** means the shortest lot line common to the lot and an adjoining highway, and where the front and rear lot lines each adjoin a highway, means that to which the majority of adjacent buildings face, and in the case of a corner lot, means the shorter of those or as otherwise described in this By-law.
- GEODETIC SURVEY:*** means the minimum elevation of any floor or crawl space of a building shall not be lower than 45.5 m the *Geodetic Survey of Canada*.

<b>GRADE:</b>	(As applying to the determination of building height) means the lowest of the average existing levels of finished ground adjoining each exterior wall of a building except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.
<b>GROSS FLOOR AREA:</b>	means the sum of the total floor area of each story in each building including exterior walls, except where such area is used for parking or heating purposes.
<b>HABITABLE ROOM:</b>	means a room used for cooking, eating, sleeping or human occupancy, excludes bathroom, utility room, workroom, furnace room and storage room.
<b>HEALTH ACT:</b>	means the <i>PROVINCE OF BRITISH COLUMBIA HEALTH ACT</i> .
<b>HISTORICAL BUILDING:</b>	means a building designated by the Board as being of historical importance.
<b>INTERIOR SIDE LOT:</b>	means the lot line or lines, not being the front or rear lot line, common to more than one lot.
<b>LANDSCAPING:</b>	means the planting and maintenance of some combination of trees, shrubs, flowers, ground cover, lawns or other horticultural elements, designed to enhance the visual amenity of a property
<b>LOT:</b>	means a separate and distinct parcel, block or other area in which land is held or into which land is subdivided and plan of which the Board deems to be a lot for any purpose.
<b>LOT AREA:</b>	means the area of a lot taken in horizontal plane excluding land covered by a natural body of water.
<b>LOT COVERAGE:</b>	means the horizontal area within the vertical projections of the outermost walls of a building on a lot, expressed as a percentage of the lot area.
<b>LOT DEPTH:</b>	means the horizontal length of a straight line connecting the mid points of the front and rear lot lines.
<b>LOT LINE:</b>	means any boundary of a lot, including the following: <ul style="list-style-type: none"> <li>- front lot line</li> <li>- rear lot line</li> <li>- interior side lot line</li> <li>- exterior side lot line</li> </ul>
<b>LOT WIDTH:</b>	means the distance between the side lot lines as measured perpendicular to the required setback distance from the front lot line.
<b>MANUFACTURED HOME:</b>	means a modular home, factory build component or prefabricated structure, bearing CSA A277 approval, manufactured either wholly or in part and transported to a site to be attached to a permanent foundation to be occupied as a one family residential use.

- MINOR UTILITY:** means a structure required for the essential servicing of the Park with water, sewer, electricity, telephone and similar services where such structure is erected and maintained by the Park or a Utility Company, and not requiring a separate lot.
- NATURAL BOUNDARY:** means the visible high water mark of any body of water where the presence and action of the water are so common and usual as to mark upon the soil of the bed of the body of water, a character distinct from that of the banks thereof in respect to vegetation as well as in respect to the nature of the soil itself.
- OCCUPANCY:** means the use or intended use of a building or part thereof for the shelter or support of persons or property.
- PARK:** means Cultus Lake Park.
- PATIO:** shall be constructed of concrete, gravel, wood or earth, anywhere on a lot to a height of not exceeding 0.153 m from the natural grade level and meet Building Code requirements.
- PARK PROPERTY:** means road allowances, Park rights of way and other lands vested in the Park together with all works and appurtenances therein and thereon.
- PERMANENT FOUNDATION:** means a foundation that significantly alters land because it is constructed on and is physically difficult to remove. Block or concrete post footings are not considered to be permanent foundations.
- PREMISES:** means an area of land and/or buildings and structures thereon.
- PRINCIPAL USE:** means the main purpose for which land, buildings or structures are ordinarily used.
- PRIVATE SEWAGE DISPOSAL SYSTEM:** means a privately owned plant for the treatment and disposal of sewage as approved by the Ministry of Health.
- REAR LOT LINE:** means the lot line opposite to and most distant from the front lot line, or, where the rear portion of the lot is bounded by intersecting side lot lines, shall be the point of such intersection; or where two (2) or more lot lines are opposite to and more than twenty (20) metres from the front lot line, either a line passing through the mid-points of said lines or the two (2) lines farthest from the front lot line.
- RECREATION VEHICLE:** means any vehicle or trailer constructed or equipped to be used for recreational enjoyment as temporary living or sleeping quarters not required continuous connection to sanitary, water and electrical hook-ups.
- RESIDENTIAL USE:** means a use providing for the accommodation and home life of a person or persons.
- ROOFS:** Roofs with slopes less than 1 in 3 will be considered a *FLAT ROOF*.

<b>SCREENING:</b>	means a continuous view obstructing fence, wall, compact evergreen hedge or combination thereof, that would effectively screen the area which it encloses and is broken only by access driveways and walkway.
<b>SET BACK:</b>	means the minimum distance from a respective lot line which a building or structure may be located unless otherwise specified by general or special regulations or as required by the <i>BUILDING CODE</i> .
<b>SINGLE FAMILY DETACHED DWELLING:</b>	means a detached building used exclusively for one family residential use and consisting of one dwelling unit.
<b>SITE PLAN:</b>	means a document showing the site, physical design and dimensions, siting of buildings and structures, ground elevations, landscaping, vehicular and pedestrian access, the provisions of improvements and the inter-relationship of these elements.
<b>STORY:</b>	means that portion of a building which is situated between the top of any floor and the top of the floor next above it, and if there is no floor above it, that portion between the top of such floor and the ceiling above it shall be 2.75 m or 9 feet.
<b>STRUCTURE:</b>	means any construction fixed to, supported by, or sunk into the land. Such structures exclude asphalt, concrete slabs, flagstone or curbs projecting not more than 0.3 m above grade.
<b>TEMPORARY BUILDING:</b>	means a building not having a permanent foundation, having a limited duration of use or which is portable by means of wheels or skids.
<b>USE:</b>	means the purpose or function to which land, buildings, or structures are put.
<b>VEHICLE:</b>	means a motor vehicle as defined in the <i>MOTOR VEHICLE ACT</i> .
<b>WRECKED VEHICLE:</b>	means a motor vehicle, as defined in the <i>MOTOR VEHICLE ACT</i> , that has been damaged or worn to the extent that it is not capable of moving under its own motive power, or that has been reduced to parts, frame or body.
<b>YARD:</b>	as in 'front' and 'rear', and 'side' means the outdoor area of a lot adjacent to a building or structure, and extending at or above grade from the relevant exterior wall of the building or structure to the front, rear, or side lot lines respectively.

Section 3      Administration and Enforcement

3.1      **Administration**

This By-law shall be administered by the *BUILDING INSPECTOR*, or other designated official, under the direction of the Board.

3.2      **Inspection**

The *BUILDING INSPECTOR*, or any other official of the Park is hereby authorized to enter, at all reasonable times, on any property subject to the regulations of this By-law, to ascertain whether the regulations or directions contained herein are being observed.

3.3      **Enforcements**

- (1)      It is unlawful for any person to cause, suffer, or permit any building or structure to be constructed, reconstructed, altered, moved, extended, occupied, or used, or any land to be occupied or used, in contravention of this By-law or otherwise to contravene or fail to comply with this By-law.
- (2)      It is unlawful for any person to prevent or obstruct, or attempt to prevent or obstruct the authorized entry of the *BUILDING INSPECTOR* or other designated official.
- (3)      The *BUILDING INSPECTOR* shall notify the leaseholder found to contravene the provisions of the By-law setting out the details of the contravention and the action required of the party so notified.

3.4      **Penalties**

Any person who violates the provisions of this By-law or any other by-law of the Park, or "*THE CULTUS LAKE PARK ACT AMENDMENT ACT 1939*" shall be subject to the penalties therein provided.

Section 4      Basic Provision

4.1      **Amendment to By-law**

- (1)      Applications for amendments to the By-law shall be submitted in writing to the Board outlining:
  - (a)    what section of the By-law the amendment is requested;
  - (b)    the condition under that section that in their opinion adversely affect them;
  - (c)    be accompanied by a cheque in the amount of fifty dollars (\$50.00) which is non-refundable;
  - (d)    the applicant may appear at a hearing of the Board to further clarify his proposal;

- (e) the Board after analyzing the proposed amendment will render a decision and notify the applicant in writing of their findings.

#### 4.2

##### **Non – Conforming**

- (1) A building or structure that is lawfully under construction at the time of the adoption of this By-law shall be deemed to be a building or structure existing at the time and to be then in use for its intended purposes as determined from the building permit authorizing its construction
- (2) Where the use of an existing building or structure conforms to this By-law, but is non-conforming due to size, siting or dimensions there shall be no structural alterations permitted to the building or structure as it exists, however normal maintenance is permitted to continue. New additions to the building or structure are permitted provided it produces no further non-conformities and meets all the requirements of the By-law.
- (3) Where the Board, in respect of any application under subsection (1) orders that a Variance be permitted, it may order that, unless the construction of the building or structure is completed within a time fixed in the order, the permission terminates and this By-law applies.
- (4) The Board shall maintain a record of all its decisions and shall ensure that the record is available for public inspection during normal working hours.
- (5) The applicant may appeal a decision of the Board to any court of competent jurisdiction.

#### 4.3

##### **Development Variance Permit**

- (1) Where a specified area or portion thereof requires a *DEVELOPMENT VARIANCE*, the Board may on application from the leaseholder issue a Development Variance Permit that may in respect of the land covered in the permit, vary the provisions of this By-law.
- (2) The provisions of the Development Variance Permit prevails over any provisions of the By-law in the event of a conflict.
- (3) A Development Variance Permit issued under Section 4.4(1) shall not vary the use or density from that specified in the By-law.
- (4) Applications for a Development Variance Permit shall be submitted to the Board at least two weeks prior to the Board meeting, in writing and accompanied by drawings outlining what variance is requested. If more than one variance is requested, then details in writing and drawings must accompany each variance request.

- (5) A cheque in the amount of \$250.00 will accompany each variance which is non-refundable.
- (6) After rendering a decision, the Board will notify the applicant in writing within five working days of their finding.

#### 4.4

#### **Temporary Structures**

- (1) A temporary structure may be used for the storage of construction equipment and material or for an office required during a construction project on any lot subject to the following:
  - a) Application shall be made in writing to the *BUILDING INSPECTOR* for permission to erect a temporary structure;
  - b) if the *BUILDING INSPECTOR* is satisfied that the proposed temporary structure would not constitute or cause a public hazard or public nuisance, nor obstruct unnecessarily any public right-of-way, he shall grant permission.
  - c) At the expiration of the permit such temporary structure shall be removed and the site thereof restored as nearly as possible to its former condition; and
    - i) To ensure removal of the temporary structure, the person who applied for the permit shall, at the time of application, sign an agreement that said structure shall be removed within seven (7) days of the occupancy of the construction project.
    - ii) If the temporary structure is not removed within 7 days, the Board may direct its staff to affect the removal and restoration of the site, and recover its expenses in accordance with the provision in the Act.
  - d) For the purposes of this section, no structure designed as a dwelling unit may be used as a temporary structure in the Park.

#### 4.5

#### **Uses Prohibited in All Specified Areas**

The following use of the Park, Park property or buildings and structures shall be generally prohibited in all *Specified Areas* unless specifically permitted.:

- (1) Any use located all or partly within a tent, Recreation Vehicle or vehicles except for temporary use as street merchants or concessions;
- (2) The accommodation of more than one family in one dwelling unit;
- (3) The storage of fuel or other flammable liquids in quantities greater than 20 litres in or adjacent to a dwelling unit or ancillary buildings except under permit from the Local Assistant to the Fire Marshall.
- (4) More than one cooking facility (kitchen) in a one family dwelling unit.
- (5) All uses not listed as "*Uses Permitted in All Specified Areas*", *Permitted Uses* within a specified area or permitted by General or Special Regulation.

- (6) Notwithstanding any other provisions of this By-law a use which produces any of the following across any lot line containing the use, or as a periodically recurring result of the USE.
  - a) unreasonable or objectionable levels of sound, noise, heat or glare;
  - b) unsafe, unhealthful or objectionable levels of odor, vapor, dust, fumes, ash or any other toxic or noxious matter.
  - c) Ground vibration;
  - d) Radiation or electromagnetic interference.
  - e) Any health or safety hazard to persons or property in areas surrounding the USE.

#### **4.6 Uses Permitted in All Zones**

The following uses are generally permitted in all zones:

- (1) **COMMUNITY RECREATION USES**
- (2) **CIVIC ADMINISTRATION USES**
- (3) **MINOR UTILITIES** provided that:
  - (a) the structure or use is necessary in this location for the safe and efficient operation of the utility or service;
  - (b) The utility or service is for the benefit of the general public;
  - (c) screening at least 0.9 metres in height on all boundaries except as required elsewhere in this By-law;
  - (d) security fencing at least 1.8 m in height shall be maintained around the utility where any danger to persons exists.

#### **4.7 Historic Buildings**

- (a) A Historic Building may be used for any permitted use within a Specified Area provided in meets the requirements of the *Building Code* for the intended occupancy.

### **Section 5 Basic Provisions**

#### **5.1 Ancillary Residential Buildings less than 10 m<sup>2</sup>.**

- (1) Ancillary residential buildings less than 10 m<sup>2</sup> may be placed on wheels or skids and sited anyplace on the lot to the rear of the front fact of the principal building.

#### **5.2 Wrecked Vehicles**

- (1) Except when contained within a structure for ancillary residential use, only one, wrecked vehicle or vehicle for repair or restoration may be stored on a lot and then only when surrounded by screening 1.5 m to 1.8 m in height and said vehicle shall be owned by the resident of the lot.

#### **5.3 Screening**

- (1) Fences shall not be constructed of barbed wire nor be electrified.
- (2) Where required, screening ceases to serve the purposes of obscuring views or preventing access, it shall be replaced or repaired.
- (3) When screening is required, it may be pierced only by customary entrances or exits.
- (4) Unless regulated elsewhere in by By-law, where screening is permitted at road intersections the leaseholder shall not allow any obstructions of the line of vision from the roads between within the required set back distances from the front or rear lot lines.
- (5) Unless regulated elsewhere in this By-law where screening is permitted on residential properties, it will not exceed the following heights:
  - (a) Required front yard and exterior side 0.9 m (3ft)
  - (b) Remainder of the lot 1.8 m (6 ft)

#### 5.4 Landscaping

- (1) All areas not utilized by buildings or structures shall be landscaped.
- (2) Landscaping shall consist of a suitable combination of trees, shrubs, flowers, ground cover, lawns or other horticultural elements together with other architectural elements designed to enhance the visual amenity of the property.

#### 5.5 Size and Siting of Buildings and Structures

The construction, reconstruction, alteration, moving or extension of buildings and structures within any area shall be in conformity with the regulations for the size and siting of buildings and structures specified in this By-law, and the *BUILDING CODE*.

#### 5.6 Siting Exceptions

- (1) Except in the R-1 Specified Area, where eaves, gutters, and sunlight control projections, project beyond the face of the building, the minimum distance to any lot line may be reduced by one-half (1/2) the required set back distance, except when limited by the *Building Code*, but in no case shall project more than 0.915 m nor be closer than 0.305 m to any property line.

- (2) Except in the R-1 Specified Area, the minimum set back distance for steps or balconies that project beyond the face of a building may be reduced for the front or rear lot line provided that such reduction apply only to the projecting feature, and shall conform to the *Building Code*.
- (3) Except where regulated elsewhere in this By-law, an in-ground swimming pool or other underground structure may be site on any portion of a lot provided it is sited no closer than 0.3 m from any lot line or other building or form an integral part thereof, and does not interfere with any underground services. Any portion of said structures that extends more than 0.3 m above grade then the whole structure shall be sited in accordance with the set back distances for that Specified Area.
- (4) Except where regulated elsewhere in this By-law, concrete or masonry retaining walls or curbs not exceeding 0.153 m in height may be erected anywhere on a lot.
- (5) Where chimney, china cabinets or eating nooks not exceeding 1.8 m in width or 0.46 m in depth project beyond the face of a building, the minimum set back distance to any side lot line may be reduced for the projecting features, but in no case will be sited closer than 0.61 m to a property line. Such projecting features shall meet the requirements of the code.
- (6) A bay window may be cantilevered into a required front, rear, or side yard and only to a minimum distance (outside dimensions) of 0.46 m over a maximum width of 3 m but in no case be closer than 0.61 m to any side lot line and shall meet building code requirements.

#### 5.7 Manufactured Homes

Manufactured homes may be sited as *ONE FAMILY RESIDENTIAL* subject to the following:

- (1) The property shall be in a Specified Area permitting a Manufactured Home;
- (2) The unit meets the CSA A277 standards and carries the CSA stamp of approval.
- (3) In the R-1 suburban residential area, a Manufactured Home shall have a minimum width and length of 6 m excluding approved additions and projections.
- (4) The unit shall be placed on and anchored to a permanent foundation applicable to residential buildings.

#### 5.8 Blasting

- (1) It is not permitted in the R-4 Hillside Residential area. Blasting in other areas may be permitted at the discretion of the Board.

Applications for a blasting permit must be submitted ten (10) working days prior to the date of blasting.

The company or person undertaking the actual blasting, carries on the business of blasting and maintain at all times comprehensive general liability insurance in the amount of one million dollars (\$1,000,000.00) per single occurrence, the application shall be accompanied by:

- (a) A security deposit in the amount of two thousand (\$2,000.00) dollars in any of the alternative forms set out in Appendix 'A' of the Cultus Lake Park Board Building By-law, 1989.
- (b) File with the Building Inspector a certified true copy of the applicants or his blasting company's comprehensive insurance policy showing the Board as an additional name insured for the purposes of blasting, subject to the application, an amount set by the Board for that particular occurrence, and to be maintained at all relevant time.
- (c) The holder of the permit shall, within five (5) working days of the blasting, clean up any debris as determined by the Building Inspector as a direct cause of the blasting.
- (d) In default thereof the Board may call for and receive funds secured in sub-section (a) hereof, to complete the work.

6. Use Regulations

6.1 **Residential Uses**

- (1) *ONE FAMILY RESIDENTIAL* means the use of a building for *ONE DWELLING UNIT*. The following structure types may be permitted in certain Specified Area.

- (a) Single family detached dwelling;
- (b) Manufactured home;

- (2) *ANCILLARY RESIDENTIAL USES*

A use clearly ancillary to the residential use which provides for activities customarily associated with the accommodation and home life of a person or persons shall be permitted subject to the following;

- (a) A residential use is permitted in the Specified Area;
- (b) The activities and building shall be limited to the following;
  - i) gardening and recreational activities
  - ii) household storage and maintenance
  - iii) the keeping of household pets not exceeding 3 in number

iv) the off street parking in association with one family residential use;

(c) Where a building or structure for ancillary residential use is attached to the principal building, it is to be considered a part of the principal building and shall comply in all respects with the requirements of this By-law and the *Building Code* applicable to the principal building.

(3) Boarding means the accommodation of not more than 2 persons, other than members of the family, in the same dwelling unit.

## Section 7 Specified Areas

### 7.1 R-1 (*SUBURBAN RESIDENTIAL*)

#### (1) Description

The R-1 (*Suburban Residential*) area consist of generally large uniform lots of some 697 m<sup>2</sup> in area, these lots being **600 – 657 MOUNTIAN VIEW** and **506– 556 PARK DRIVE**.

This area has the convenience of all the other community services that the remainder of the Park have available except for a public sewer system.

For siting purposes the street is the front lot line.

#### (2) **Permitted Uses**

The following uses shall be the only uses permitted in this area:

##### (a) One Family Residential

- i) Single family detached dwelling
- ii) Manufactured home

##### (b) Boarding

##### (c) Ancillary residential

#### (3) **Density**

##### (a) One single family detached dwelling per lot.

#### (4) **Lot Coverage**

- (a) Residential Use 25%
- (b) Ancillary Residential (the lesser of 60 m<sup>2</sup> or 10%)

**(5) Set Back Distances**

(minimum distance from)	FLL	RLL	ILL	ELL
(a) Buildings for residential Use:	6.1 m 20 ft.	10.7 m 35 ft.	1.53 m 5 ft.	4.57 m 15 ft.
(b) Buildings for ancillary residential 10m <sup>2</sup> or greater	6.1 m 20 ft.	0.61 m 2.0 ft.	0.61 m 2.0 ft.	4.57 m 15 ft.
(c) buildings for ancillary residential use greater than 10 m <sup>2</sup> when sited closer than 0.61 m to a principal building shall be considered part of the principal building;				
(d) where screening is permitted at road intersections, the leaseholder shall not allow any obstructions of the line of vision from the roads within the required set back distances from the front or rear lot lines.				

**(6) Building Height**

- (a) Buildings for residential use 7.62 m or 25 ft.
- (b) Buildings for ancillary residential less than 10 m<sup>2</sup> 3.05 m or 10 ft.
- (c) Buildings for ancillary residential use 10 m<sup>2</sup> or greater 3.96 m or 12.99 ft.
- (d) Maximum two (2) stories plus basement or crawl space and roof.

**GRADE**

The lowest of the average existing levels of finished ground adjoining each exterior wall of a building except that local depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.

**(7) BALCONIES AND STAIRS**

- (a) may project into the front or rear yard a maximum of half (1/2) the required set back distance and any supporting posts project into the front or rear yard not more than one third (1/3) the required setback distances;
- (b) balconies described in 7.2(7)(a) shall not be enclosed below by walls or above by walls or roof.
- (c) Handrails/Guardrails for such balconies and stairs must be of a 'see through type' by having a minimum of 70% openings, and meet code requirements.
- (d) Post supporting such balconies shall not exceed a dimension in breadth, depth or diameter of 0.183 m spaced in compliance with the Building code. There shall be no enclosing features above or below such balconies except those required by code.

## **(8) PATIOS**

Patios shall be constructed of concrete, gravel, wood or earth, anywhere on a lot to a height of not exceeding 0.153 *m* from the natural grade level and meet Building Code requirements.

## **(9) OFF STREET PARKING**

- (a) The following minimum number of spaces shall be provided:
  - i) two (2) spaces per lot with minimum size of 6 *m* long and 2.5 *m* wide.

## **(10) SPECIAL REGULATIONS**

- (a) The off street parking or storage of the following is not permitted in this specified areas;
  - i) commercial trailers
  - ii) vehicles for hauling of solid waste or sewage
  - iii) vehicles for hauling hazardous material
- (b) The parking of one (1) only commercial vehicle having a gross vehicle weight in excess of 5000 kg shall be permitted where the owner or driver of said vehicle is a resident thereon and where the said vehicle is parked entirely on said property, and be screened from the adjacent lot or lots by screening 8.8 *m* in height.
- (c) No contractors equipment shall be stored or parked on any lot unless completely enclosed within an ancillary structure.
- (d) An in-ground swimming pool or other underground structure may be sited on any portion of a lot provided it is sited no closer than 1.53 *m* from any lot line or other buildings or form an integral part thereof, and does not interfere with any underground services. Any portion of said structure that extends more than 0.3 *m* above average grade around the structure shall be sited as an above ground structure for the same use with Ministry of Health approval.

## **7.2 R-2 (URBAN RESIDENTIAL)**

### **(1) DESCRIPTION**

The R-2 (URBAN RESIDENTIAL) area consists of lots not on the Lakeshore but located in the older section of the Park, **FIR, HEMLOCK, SPRUCE, BALSAM, PINE, CEDAR, ALDER, BIRCH, MAPLE, WILLOW, OAK, 2<sup>nd</sup> Ave.**, upper side of **1<sup>st</sup> Ave.**, and **209W – 210AW LAKESHORE DRIVE**, and owing to its location has available all the community services. For siting purposes the street becomes the front lot line.

## **(2) PERMITTED USES**

The following uses shall be the only uses permitted in this area:

### **(a) ONE FAMILY RESIDENTIAL**

- i) Single family detached dwelling
- ii) Manufactured home

- (b) boarding
- (c) ancillary residential

## **(3) DENSITY (Maximum)**

one single family detached dwelling per lot

## **(4) LOT COVERAGE**

- (a) Lots in excess of 7.52 *m* wide or 9.81 *m* long shall not exceed lot coverage of 60% for all buildings.

## **(5) SET BACK DISTANCES**

(minimum distances from)	<b>FLL</b>	<b>RLL</b>	<b>ILL</b>	<b>ELL</b>
(a) Building for residential				
Use:	3.05 <i>m</i> <b>10 ft</b>	1.83 <i>m</i> <b>6.0 ft</b>	0.16 <i>m</i> <b>2.0 ft</b>	0.61 <i>m</i> <b>2.0 ft</b>
(b) Buildings for ancillary residential				
Use 10 <i>m</i> <sup>2</sup> or greater	3.05 <i>m</i> <b>10 ft</b>	0.61 <i>m</i> <b>2.0 ft</b>	0.61 <i>m</i> <b>2.0 ft</b>	0.61 <i>m</i> <b>2.0 ft</b>
(c) Lots in excess of 7.62 <i>m</i> in width shall have a side lot line set back of 10% of the width to a maximum of 1.53 <i>m</i> or <b>5 ft.</b>				
(d) Buildings for ancillary residential use greater than 10 <i>m</i> <sup>2</sup> when sited closer than 0.61 <i>m</i> to a principal building shall be considered part of the principal building.				
(e) For siting purposes the street becomes the front lot line.				

## **(6) BUILDING HEIGHT (Maximum)**

- (a) Buildings for residential use 7.62 *m* or 25 ft. above grade.
- (b) Buildings for ancillary residential use 3.05 *m* or 10 ft.
- (c) Maximum two (2) stories plus basement or crawl space and roof.
- (d) Grade – the lowest of the average existing levels of the finished ground adjoining each exterior wall of a building except that local depressions such as for vehicle or pedestrian

entrances need not be considered in the determination of average existing levels of finished ground.

#### **(7) BALCONIES AND STAIRS**

- (a) May project into the front or rear yard a maximum of half (1/2) the required set back distance and any supporting posts project into the front or rear yard not more than one third (1/3) the required setback distance;
- (b) balconies described in 7.2(7)(a) shall not be enclosed below by walls or above by walls or roof.
- (c) Handrails/guardrails for such balconies and stairs must be of a 'see through type' by having a minimum of 70% openings, and meet code requirements.
- (d) Post supporting such balconies shall not exceed a dimension in breadth, depth or diameter of 0.183 m spaced in compliance with the Building Code. There shall be no enclosing features above or below such balconies except those required by code.

#### **(8) PATIOS**

Patios shall be constructed of concrete, gravel, wood or earth, anywhere on a lot to a height of not exceeding 0.153 m from the natural grade level and meet Building Code requirements.

#### **(9) SPECIAL REGULATIONS**

- (a) The parking or storage of the following is not permitted in this specified area:
  - i) Commercial trailers
  - ii) Vehicles for hauling of solid waste or sewage
  - iii) Vehicles for hauling hazardous materials.
- (b) No contractors equipment shall be stored or parked on any lot unless completely enclosed within an ancillary structure.

#### **(10) SCREENING**

Where screening is permitted at road intersections, the leaseholder shall not allow any obstruction of the line of vision from the roads within the required set back distances from the front or rear lot lines.

### 7.3 **R-3 (WATERFRONT RESIDENTIAL AREA)**

#### (1) DESCRIPTION

The (WATERFRONT RESIDENTIAL) area consists of lots fronting on Cultus Lake Lots **106 – 186 FIRST AVENUE** and lots **1W-44W LAKESHORE DRIVE** have all community services and lot sizes comparable with the R-2 area. For siting purposes the lake becomes the front lot line.

#### (2) PERMITTED USES

The following uses shall be the only use permitted in this area:

##### (a) ONE FAMILY RESIDENTIAL

- i) Single family detached dwelling
- ii) Manufactured home

##### (b) Boarding

##### (c) Ancillary Residential

#### (3) DENSITY (maximum)

- (a) One single family detached dwelling per lot

#### (4) LOT COVERAGE

- (a) Lot in excess of 7.62 *m* in width or 19.81 *m* in length shall not exceed a lot coverage of 60% for all buildings.

#### (5) SET BACK DISTANCES

(minimum distance from)	<b>FLL</b>	<b>RLL</b>	<b>ILL</b>	<b>ELL</b>
(a) building for residential use:	3.05 <i>m</i> 10 ft.	1.83 <i>m</i> 6.0 ft.	0.61 <i>m</i> 2.0 ft	0.16 <i>m</i> 2.0 ft
(b) building for ancillary residential use greater than 10 <i>m</i> <sup>2</sup>	3.05 <i>m</i> 10 ft.	0.61 <i>m</i> 2.0 ft	0.61 <i>m</i> 2.0 ft	0.61 <i>m</i> 2.0 ft
(c) lots in excess of 7.62 <i>m</i> in width shall have a minimum side lot line set back of ten percent (10%) of its width to a maximum of 1.53 <i>m</i> :				
(d) Buildings for ancillary residential use greater than 10 <i>m</i> <sup>2</sup> when sited closer than 0.61 <i>m</i> when sited closer than 0.61 <i>m</i> to a principal building shall be considered part of the principal building.				

**(6) BUILDING HEIGHT (maximum)**

(a) Building for residential use:

- i) Flat roofed building 5.2 *m* or 17 ft.
- ii) Gable roofed building 5.8 *m* or 19 ft.

- (b) Gable roofed building shall have a MINIMUM slope of 1 in 3 in order to obtain the maximum height of 5.8 *m* or 19 ft.
- (c) Roofs with slopes less than 1 in three will for the purposes of this section are considered a FLAT ROOF.
- (d) Height of roofs shall be measured from the highest point of the centre line of the street at the rear of the building and between the projection of the side lot lines.

Maximum: Two (2) stories plus basement or crawl space and roof.

**(7) BALCONIES AND STAIRS**

- (a) May project into the front or rear yard a maximum of one half (1/2) the required set back distance and any supporting posts project into the front or rear yard not more than one third (1/3) the required set back distances:
- (b) Balconies described in 7.3 (7)(a) shall not be enclosed below by wall or above by walls or roof;
- (c) Handrails/guardrails for such balconies and stairs must be of a 'see through type' by having a minimum of 70% opening, and meet code requirements.
- (d) Post supporting such balconies shall not exceed a dimension in breadth, depth or diameter of 0.183 *m* spaced in compliance with the Building Code. There shall be no enclosing features above or below such balconies except those required by code.

**(8) PATIOS**

Patios shall be constructed of concrete, gravel, wood or earth, anywhere on a lot to a height of not exceeding 0.153 *m* from the natural grade level and meet Building Code requirements.

## **(9) SPECIAL REGULATIONS**

- (a) shall not be lower than 45.5 m the GEODETIC SURVEY OF CANADA.
- (b) The parking or storage of the following is not permitted in this specified area;
  - i) Commercial Trailers
  - ii) Vehicles for hauling solid waste or sewage
  - iii) Vehicles for hauling hazardous materials
- (c) No contractor equipment shall be stored or parked on any lot unless completely enclosed within an ancillary structure.

## **(10) SCREENING**

Where screening is permitted at road intersections, the leaseholder shall not allow any obstruction of the line of vision from the roads within the required set back distances from the front or rear lot lines.

### **7.4 R-4 (Hillside Residential Area)**

#### **(1) DESCRIPTION**

The R-4 Hillside Residential Area consists of lots on the west side of the lake, varying in size and shapes and located on very steep terrain.

The building conditions vary considerably from other areas of the Park due to rock outcropping, the buying of utilities and the drastic difference in height front to back.

For siting purposes:

Lots 307W – 313W Munroe Avenue becomes the lot front.  
Lots 211W-229W inclusive Lakeshore Drive becomes the lot front.

(2) The following uses shall be the only uses permitted in this area:

- (a) One family residential
  - i) Single family detached dwelling
  - ii) Manufactured home
- (b) Boarding
- (c) Ancillary residential

### (3) DENSITY

- (a) One single family detached dwelling per lot.

### (4) SET BACK DISTANCES

Minimum set back distances	<u>FLL</u>	<u>RLL</u>	<u>ILL</u>	<u>ELL</u>
(a) Building for residential use. See Item (c)	3.05m 10ft.	1.83m 6ft.	0.61m 2ft.	0.61m 2ft.
(b) Buildings for ancillary residential Use, greater than 10 m in area:	3.05m 10ft.	0.61m 2.0ft.	0.61m 2.0ft	0.61m 2.0ft
(c) Lots in excess of 7.62m wide shall have a minimum side lot line set back of 10% of its width to a maximum of 1.53 m.				
(d) Buildings for ancillary residential use greater than 10 m <sup>2</sup> when sited closer than 0.61 m to the principal building shall be considered part of the principal building.				

### GRADE

The lowest of the average existing levels of finished ground adjoining each exterior wall of a building except that local depressions such as for vehicles or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.

- (a) Maximum of two (2) stories plus roof above grade
- (b) Basement or crawl space below grade.

### (6) BUILDING HEIGHTS

- (1) Buildings for residential use: 7.62 m or 25 feet above grade.
  - i) Maximum story height 2.7t m or 9 feet
  - ii) Maximum basement height 2.75 m or 9 feet
  - iii) Maximum crawl space height 1.83 m or 6 feet
  - iv) Maximum roof (from finished ceiling to top of  
ridge 2.44 m or 8 feet
- (2) Buildings for ancillary residential use greater than 10 m<sup>2</sup>  
3.05 m or 10 feet

### (7) BALCONIES AND STAIRS

- (a) May project into the front or rear yard a maximum of one half (1.2) the required set back distances and any supporting posts project into the front or rear yard not more than one-third (1/3) the required set back distances.

- (b) Balconies described in 7.4(7)(a) shall not be enclosed below by walls or above by walls or roof.
- (c) Handrails/guardrails for such balconies and stairs shall meet code requirements, and be 'see through type' by having a minimum of 70% openings and meet code requirements.
- (d) Posts supporting such balconies shall not exceed a dimension in breadth, depth or diameter of 0.15 m spaced in compliance with the Building Code. There shall be no enclosing features above or below such balconies except those required by code.

**(8) PATIOS**

Patios shall be constructed of concrete, gravel, wood or earth, anywhere on a lot to a height of not exceeding 0.153 m from the natural grade level and meet Building Code requirements.

**(9) RETAINING WALLS**

- (a) Retaining walls in this area will not be restricting in height by Section 5.7(4) of this By-law.
- (b) Plans for all retaining walls must be submitted to the Building Inspector for approval prior to the issuance of a permit. The Building Inspector will determine the need for engineering and the height required.

**(10) SCREENING**

Where screening is permitted at road intersections, the leaseholder shall not allow any obstructions of the line of vision from the roads within the required set back from the front or rear lot lines.



**SPECIFIED AREA BY-LAW 1994, AMENDMENT BY-LAW NO. 1035, 2012**

**AMENDMENT BY-LAW 1035**

A BY-LAW TO AMEND THE SPECIFIED AREA BY-LAW 1994

*Adopted (28/11/2012)*

WHEREAS Section 12 of the *Cultus Lake Park Act* (1932 and Amendments) enables the Cultus Lake Park Board to adopt bylaws;

AND WHEREAS the Cultus Lake Park Board has adopted the Specified Area By-Law 1994 on July 7, 1994;

AND WHEREAS the Cultus Lake Park Board now deems it advisable to amend the Specified Area By-Law 1994;

NOW THEREFORE the Cultus Lake Park Board in open meeting assembled, HEREBY ENACTS AS FOLLOWS:

**1. TITLE**

- 1.1 This by-Law may be cited as "Specified Area By-Law 1994, Amendment By-Law No. 1035, 2012".

**2. AMENDMENT**

- 2.1 Specified Area By-Law 1994 is hereby amended as follows:

2.2 MAP AMENDMENT

That the Specified Area Map of the Cultus Lake Park Board Specified Area Bylaw, 1994, be amended by redesignating the lands described as:

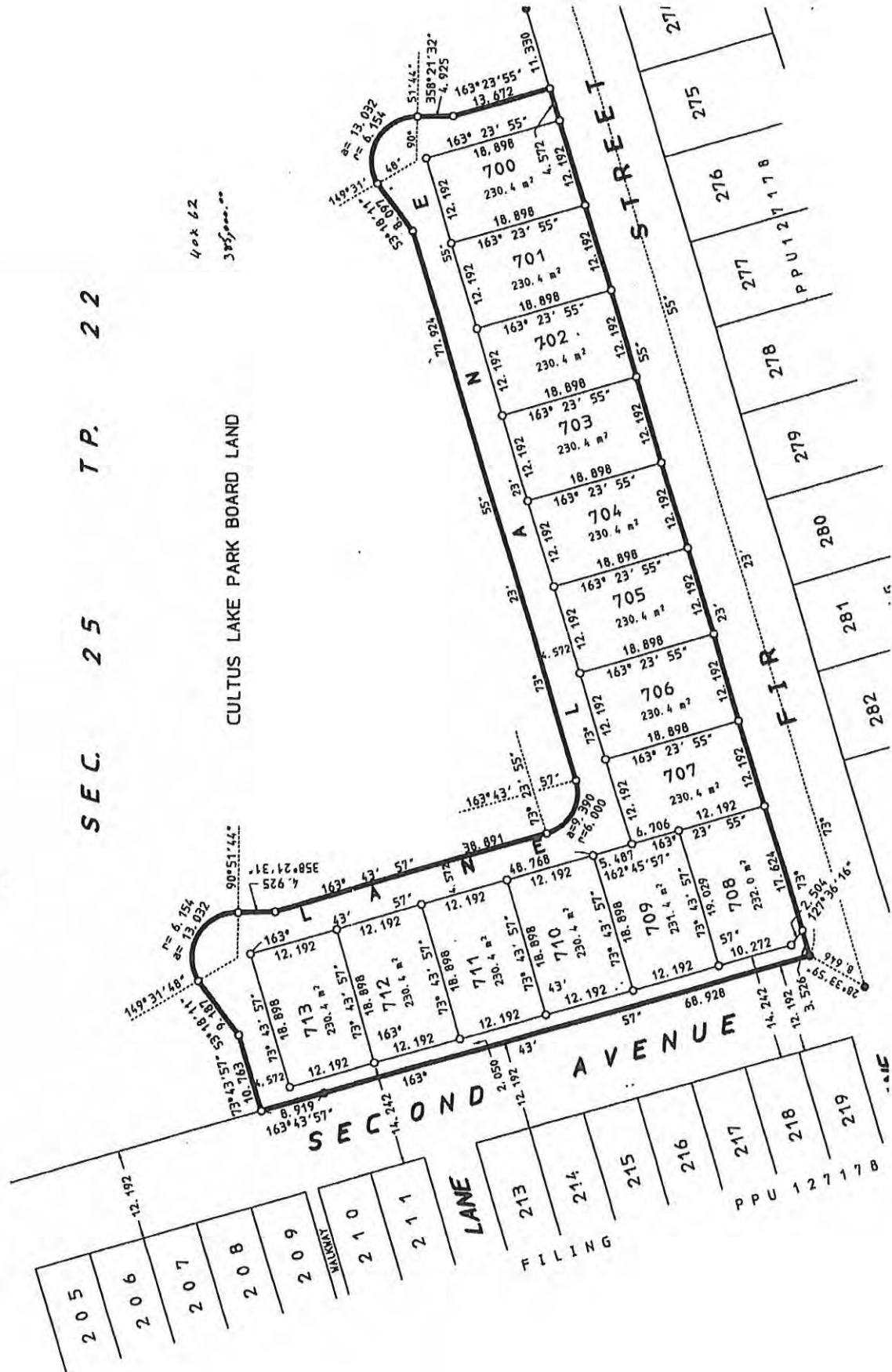
Lands shown on POSTING PLAN OF PART OF CULTUS LAKE PARK BOARD LAND WITHIN SECTION 25 TOWNSHIP 22 NEW WESTMINSTER DISTRICT

**CULTUS LAKE PARK BOARD  
BYLAW NO. 1035, 2012  
SCHEDULE 1035-A**

**SEC. 25 TP. 22**

40x62  
385x600.00

CULTUS LAKE PARK BOARD LAND





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:**

**SUBMITTED BY:** Erica Lee, Chief Financial Officer

**SUBJECT:** 2021 Financial Fourth Quarter Report

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#### PURPOSE:

To provide the Board with an update on financial results for the Fourth Quarter of 2021.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Financial Fourth Quarter Report for information.*

#### DISCUSSION:

The financial results for the Fourth Quarter of 2021 are being provided to the Board for information and circulation. Included with this report is a consolidated balance sheet listing the assets and liability of Cultus Lake Park, a consolidated income statement and income statements for each business unit. The income statements provide some additional information for variances though it is not exhaustive. Further information regarding specific variances can easily be provided as requested by the Board or public.

As the Fourth Quarter results are typically not reported on until the completion of the annual audit, the information provided with this report is in a draft position. Finance staff are currently working through the audit preparations which includes ensuring all expenses and revenues for 2021 are recorded. Work has been performed to review variance and review accounts for necessary adjustments, however, it can be expected with more review these numbers will change when the final 2021 Financial Statements are presented to the Board, later this year, for approval. Preliminary results forecast a positive financial position for 2021 and while they should be read with caution, Finance staff anticipate final results to also be in a positive position.

#### STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

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Prepared by:

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Erica Lee, CPA, CA  
Chief Financial Officer

Approved for submission to the Board:

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Joe Lamb  
Chief Administrative Officer



# CULTUS LAKE PARK

## 2021 Financial Report

As at December 31, 2021, with comparative figures at December 31, 2020

### Balance Sheet

	2021	2020
<b><u>ASSETS</u></b>		
Cash	\$ 738,436	\$ 1,796,394
Investments	7,672,492	6,048,816
Accounts Receivable	66,847	36,032
Prepaid Accounts and Inventory	163,097	117,730
Capital Assets (net)	<u>3,473,763</u>	<u>3,807,726</u>
 TOTAL ASSETS	 \$ 12,114,635	 \$ 11,806,698
 <b><u>LIABILITIES</u></b>		
Accounts Payable	\$ 526,808	\$ 697,058
Payroll Liabilities	90,050	98,937
Capital Lease Liability	-	23,712
Deferred Revenue	701,850	784,821
Performance Bonds & Refundable Deposits	52,432	79,681
Landfill Closure Liability	1,452,700	935,868
Equity in Capital Assets	3,473,763	3,772,499
Operating Fund Surplus	588,174	757,970
Restricted Reserve Funds	<u>4,930,243</u>	<u>4,313,372</u>
 TOTAL LIABILITIES	 \$ 11,816,020	 \$ 11,463,918
 <b>CURRENT YEAR SURPLUS</b>	 <b><u>\$ 298,615</u></b>	 <b><u>\$ 342,780</u></b>

**CULTUS LAKE PARK**  
**2021 Financial Report**

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

**CONSOLIDATED INCOME STATEMENT**

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
Sunnyside Campground	\$ 3,817,614	\$ 3,620,500	\$ 197,114	5.4%	\$ 2,756,815	
Protective Services	161,278	106,850	54,428	50.9%	33,230	
Visitor Services (Cabins)	245,482	219,700	25,782	11.7%	172,284	
Volunteer Fire Department	293,355	281,590	11,765	4.2%	270,688	
Public Works	-	-	-	0.0%	1,079	
Commercial Leases	668,235	651,292	16,943	2.6%	637,376	
Residential Leases	896,434	870,389	26,045	3.0%	815,650	
General Administration	60,381	42,500	17,881	42.1%	77,364	
Community Hall	3,042	11,950	(8,908)	-74.5%	2,045	
Foreshore lease	98,212	109,000	(10,788)	-9.9%	42,365	
Public Areas	1,161,270	1,083,100	78,170	7.2%	561,234	
Community Events Committee	6,200	36,700	(30,500)	-83.1%	280	
	\$ 7,411,503	\$ 7,033,571	\$ 377,932	5.4%	\$ 5,370,410	
<b>EXPENDITURES</b>						
Advertising and Promotion	\$ 27,880	\$ 86,780	\$ 58,900	67.9%	\$ 9,866	
Bank, Credit Card and Interest Charges	150,446	82,750	(67,696)	-81.8%	94,907	
Commissioners Indemnities	86,450	85,470	(980)	-1.1%	78,915	
Grounds Maintenance	77,563	99,195	21,632	21.8%	79,118	
Information Systems	124,086	61,170	(62,916)	-102.9%	91,767	
Inspections, Permits and Fees	4,524	15,085	10,561	70.0%	3,209	
Insurance	215,295	206,131	(9,164)	-4.4%	192,797	
Janitorial	50,070	45,300	(4,770)	-10.5%	35,680	
Office, Telephone and Sundry	244,950	233,765	(11,185)	-4.8%	227,728	
						Legal, Accounting, Contact Services - Nov 2021 Flood Emergency Response Expenses
Professional Fees	834,458	715,860	(118,598)	-16.6%	722,505	
Repairs and Maintenance	258,967	286,400	27,433	9.6%	188,635	
Roads and Parking	24,091	43,300	19,209	44.4%	32,754	
Security	3,828	4,750	922	19.4%	5,083	
Sewer, Septic and Water Systems	295,317	310,300	14,983	4.8%	298,417	Sewer and Water Fees - FVRD
Travel and Conferences	1,064	20,030	18,966	94.7%	2,181	
Utilities	177,282	182,835	5,553	3.0%	149,420	
Waste Disposal	163,232	187,542	24,310	13.0%	224,175	
Waterfront Maintenance	9,493	15,000	5,507	36.7%	1,895	
Wages and Benefits	2,464,935	2,535,571	70,636	2.8%	2,074,407	
<b>TOTAL OPERATING &amp; WAGES AND BENEFITS</b>	\$ 5,213,931	\$ 5,217,234	\$ 3,303		\$ 4,513,459	
<b>NET OPERATING INCOME</b>	<u>\$ 2,197,572</u>	<u>\$ 1,816,337</u>	<u>\$ (381,235)</u>		<u>\$ 856,951</u>	
Capital Purchases	1,351,218	1,952,060	600,842	30.8%	378,223	
Transfer from Reserve for Capital Purchases	(1,315,011)	(1,856,160)	(541,149)	29.2%	(323,278)	
Transfer from Accumulated Surplus	-	(50,775)	(50,775)	100.0%	(92,477)	
Transfer to Reserves	1,862,750	1,745,935	(116,815)	-6.7%	551,703	
	\$ 7,112,888	\$ 7,008,294	-\$ 104,594		\$ 5,027,630	
<b>NET CONTRIBUTION TO PARK</b>	<u>\$ 298,615</u>	<u>\$ 25,277</u>	<u>\$ (273,338)</u>		<u>\$ 342,780</u>	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### SUNNYSIDE CAMPGROUND

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1011004000 SS Seasonal Waterfront Lots	\$ 546,360	\$ 545,800	\$ 560	0.1%	\$ 373,566	
1011004001 SS Seasonal View Lots	199,687	194,400	5,287	2.7%	128,589	
1011004002 SS Seasonal Regular Lots	1,025,830	1,030,900	(5,070)	-0.5%	692,661	
1011004003 SS Overnight Full Hook Up	722,321	709,000	13,321	1.9%	529,712	
1011004004 SS Overnight No Hook Up	311,280	285,500	25,780	9.0%	245,001	
1011004005 SS Overnight View Lots	113,396	110,000	3,396	3.1%	86,169	Sunnyside Campground typically opens in early April, however in 2020 due to Covid-19 the campground was not opened until early June leading to lower revenues for 2020.
1011004006 SS Overnight Waterfront Lots	144,138	144,000	138	0.1%	99,419	
1011004011 SS Group Area A & B	11,678	30,000	(18,322)	-61.1%	18,192	
1011004015 SS Pay Parking/Miscellaneous Revenue	489,644	380,000	109,644	28.9%	372,712	
1011004090 SS Infrastructure Reserve Fees	44,550	35,000	9,550	27.3%	-	
1011004016 SS Milfoil Revenue	9,815	5,600	4,215	75.3%	5,600	
1011004017 SS WIFI	10,245	2,500	7,745	309.8%	8,153	
1011004050 Sunnyside Store Sales	169,179	141,000	28,179	20.0%	181,080	
1011004910 SS Laundromat	4,880	4,800	80	1.7%	5,894	
1011004950 Promotional Items Sales	14,611	2,000	12,611	630.6%	10,067	
	\$ 3,817,614	\$ 3,620,500	\$ 197,114	5.4%	\$ 2,756,815	
<b>EXPENDITURES</b>						
1021005000 Advertising	\$ 9,971	\$ 9,550	\$ (421)	-4.4%	\$ 3,377	
1021005300 Building Maintenance/Materials	20,009	31,500	11,491	36.5%	20,161	
1021005375 Contract Services	171,156	198,300	27,144	13.7%	145,632	Security Services
1021005400 Conferences/Meetings	407	3,330	2,923	87.8%	-	
						IT Services and Rez Expert Software Charges
1021005500 Data Processing	45,221	34,270	(10,951)	-32.0%	38,110	
1021005700 Education & Training	3,990	4,500	510	11.3%	447	
1021005800 Equipment Maintenance	9,213	11,500	2,287	19.9%	7,998	
1021005820 Equipment Fuel	53	500	447	89.4%	300	
1021005900 Garbage Collection & Recycling	61,431	53,500	(7,931)	-14.8%	53,471	
1021006000 Ground Maintenance Materials	35,518	47,500	11,982	25.2%	29,717	
1021006100 Commercial Insurance	31,132	28,500	(2,632)	-9.2%	26,944	
1021006200 Vehicle Insurance	1,274	1,560	286	18.3%	1,528	
1021006300 Janitorial Contracts/Supplies	23,872	22,500	(1,372)	-6.1%	18,765	
1021006400 Legal Fees	10,000	20,000	10,000	50.0%	-	
1021006500 Licences & Permits	1,711	1,200	(511)	-42.6%	505	
1021006600 Membership Dues & Subscriptions	-	185	185	100.0%	-	
1021006800 Office Supplies & Expenses	5,811	4,400	(1,411)	-32.1%	3,127	
1021006810 Bank Charges/ Cash Short (Over)	1,321	950	(371)	-39.1%	(372)	
1021006812 Point of Sales Fees	75,893	56,000	(19,893)	-35.5%	66,289	
1021006817 Retail Cost of Goods Sold	92,307	57,200	(35,107)	-61.4%	94,429	
1021006822 Office Furniture	306	500	194	38.8%	230	
1021007000 Printing Expense	4,336	5,000	664	13.3%	2,943	
1021007100 Public Relations	1,917	3,840	1,923	50.1%	1,398	
1021007200 Roads & Parking Maintenance	6,235	8,000	1,765	22.1%	1,720	
1021007300 Vandalism Repairs	-	2,000	2,000	100.0%	-	
1021007400 Security Systems & Supplies	1,517	2,000	483	24.2%	1,646	
1021007500 Sewer	114,085	116,600	2,515	2.2%	115,015	
1021007625 Shop Supplies	990	2,500	1,510	60.4%	249	
1021007700 Special Events	-	12,080	12,080	100.0%	-	
1021007800 Telephone	19,219	12,700	(6,519)	-51.3%	17,463	
1021007900 Travel Expense	-	1,200	1,200	100.0%	-	
1021008000 Propane & Natural Gas	8,102	8,000	(102)	-1.3%	5,194	
1021008005 Hydro Consumption	93,929	85,000	(8,929)	-10.5%	75,427	
1021008020 Water	165,865	173,000	7,135	4.1%	170,300	
1021008100 Vehicle Maintenance	70	1,330	1,260	94.7%	104	
1021008130 Vehicle Fuel	710	760	50	6.6%	134	
1021008201 Signage	2,077	2,000	(77)	-3.9%	54	
1021008300 Water System Maintenance	3,756	5,000	1,244	24.9%	1,980	
1021008600 Management/Administration Salaries	173,260	185,470	12,210	6.6%	83,639	
1021008700 Staff Wages - Gatehouse	121,487	110,370	(11,117)	-10.1%	146,175	
1021008701 Staff Wages - Maintenance	160,587	194,040	33,453	17.2%	127,614	
1021008710 Staff Wages - Store	34,871	31,380	(3,491)	-11.1%	26,003	
1021008800 Employee Benefits	79,856	118,020	38,164	32.3%	59,961	

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
1021008825 Uniforms & Clothing Allowance	2,061	1,700	(361)	-21.2%	256	
TOTAL OPERATING EXPENSES	\$ 1,595,526	\$ 1,669,435	\$ 73,909		\$ 1,347,933	
NET OPERATING INCOME	\$ 2,222,088	\$ 1,951,065	\$ 123,205	6.3%	\$ 1,408,882	
1021009000 Capital Purchases	393,551	627,000	233,449	37.2%	146,133	
1021009800 Transfer to Reserves	687,394	664,230	(23,164)	-3.5%	215,987	
1021009805 Transfer from Reserve Capital Purchases	(393,551)	(627,000)	(233,449)	37.2%	(146,133)	
1021009810 Transfer from Accumulated Surplus	-	-	-	0.0%	(5,000)	
1021009998 Overhead Expenses	350,700	350,699	(1)	0.0%	294,435	
1021009999 Allocated Services	162,380	162,380	-	0.0%	155,380	
	\$ 2,796,000	\$ 2,846,744	\$ 50,744		\$ 2,008,735	
NET CONTRIBUTION TO (FROM)	\$ 1,021,614	\$ 773,756	\$ (247,858)		\$ 748,080	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### PROTECTIVE SERVICES

	2021		Variance		2020	
	Actual YTD	Annual Budget	\$	%	Actual YTD	Variance Comments
<b>REVENUE</b>						
1011254675 Bylaw Enforcement Fines	\$ 157,715	\$ 106,850	\$ 50,865	47.6%	\$ 33,230	In 2021 Cultus Lake Park began managing the Parking Lots Internally, therefore all parking lot tickets fines are being collected directly rather than by a contractor.
1011254900 Miscellaneous Revenue	3,563	-	3,563	0.0%	-	
	\$ 161,278	\$ 106,850	\$ 54,428		\$ 33,230	
<b>EXPENDITURES</b>						
1021255300 Building Maintenance Materials	\$ 780	\$ 1,200	\$ 420	35.0%	\$ 1,045	Security and Policing Contracts
1021255375 Contract Services	257,943	242,000	(15,943)	-6.6%	236,577	
1021255500 Data Processing	4,555	5,900	1,345	22.8%	2,621	
1021255700 Education & Training	-	3,200	3,200	100.0%	60	
1021255800 Equipment Maintenance	-	1,000	1,000	100.0%	-	
1021256100 Commercial Insurance	8,350	7,700	(650)	-8.4%	7,300	
1021256200 Vehicle Insurance	1,147	1,400	253	18.1%	1,366	
1021256300 Janitorial Contracts/Supplies	-	-	-	0.0%	63	
1021256450 Professional Fees	5,768	5,000	(768)	-15.4%	-	
1021256500 Licences & Permits	6,989	7,000	11	0.2%	-	
1021256800 Office Supplies & Expenses	870	1,200	330	27.5%	298	
1021257000 Printing Expense	1,712	750	(962)	-128.3%	380	
1021257100 Public Relations	104	500	396	79.2%	64	
1021257400 Security Systems & Supplies	270	500	230	46.0%	-	
1021257800 Telephone	3,984	2,050	(1,934)	-94.3%	1,955	
1021258000 Propane & Natural Gas	1,052	875	(177)	-20.2%	959	
1021258100 Vehicle Maintenance	-	1,020	1,020	100.0%	98	
1021258130 Vehicle Fuel	670	1,530	860	56.2%	143	
1021258700 Staff Wages - Bylaw Enforcement	69,690	66,660	(3,030)	-4.5%	51,717	
1021258715 Staff Wages - Parking Enforcement	66,645	51,000	(15,645)	-30.7%	-	
1021258715 Staff Wages - Admin	2,940	12,510	9,570	76.5%	-	
1021258800 Employee Benefits	17,535	31,017	13,482	43.5%	6,106	
1021258825 Uniforms & Clothing Allowance	750	2,000	1,250	62.5%	610	
TOTAL OPERATING EXPENSES	\$ 451,754	\$ 446,012	-\$ 5,742		\$ 311,362	
NET OPERATING INCOME	\$ (290,476)	\$ (339,162)	\$ (48,686)	14.4%	\$ (278,132)	
1021259000 Capital Purchases	4,880	5,500	620	11.3%	-	
1021259800 Transfer to Reserves	2,000	2,000	-	0.0%	-	
1021259805 Transfer from Reserve Capital Purchases	(4,880)	(5,500)	(620)	11.3%	-	
1021259998 Overhead Expenses	(387,175)	(387,173)	2	0.0%	(334,915)	
1021259999 Allocated Services	46,011	46,011	-	0.0%	44,780	
	\$ 112,590	\$ 106,850	\$ (5,740)		\$ 21,227	
NET CONTRIBUTION TO (FROM)	\$ 48,688	\$ -	\$ (48,688)		\$ 12,003	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### VISITOR SERVICES & CABINS

	2021		2021		Variance	Variance	2020	
	Actual YTD	Annual Budget		\$	%		Actual YTD	Variance Comments
<b>REVENUE</b>								
1011504400 Cabin Rentals	\$ 237,674	\$ 214,700	\$ 22,974	10.7%		\$ 167,070	Due to Covid-19 revenues in 2020 were lower than typical Cabin revenues.	
1011504900 Miscellaneous Revenue	7,808	5,000	2,808	56.2%		5,214		
	\$ 245,482	\$ 219,700	\$ 25,782			\$ 172,284		
<b>EXPENDITURES</b>								
1021505000 Advertising	\$ 473	\$ 1,900	\$ 1,427	75.1%		\$ -		
1021505300 Building Maintenance Materials	3,962	5,200	1,238	23.8%		7,521		
1021505500 Data Processing	3,450	1,500	(1,950)	-130.0%		815		
1021505700 Education & Training	-	400	400	100.0%		-		
1021505800 Equip & Material Replacement	4,797	7,800	3,003	38.5%		393		
1021506000 Grounds Maintenance Materials	3,292	5,805	2,513	43.3%		2,680		
1021506100 Commercial Insurance	14,100	13,000	(1,100)	-8.5%		11,950		
1021506300 Janitorial Contracts/Supplies	3,722	4,000	278	7.0%		1,770		
1021506301 Linens	2,501	3,800	1,299	34.2%		2,298		
1021506800 Office Supplies & Expenses	488	650	162	24.9%		263		
1021506810 Bank Charges/Point of Sales Fees	6,233	5,300	(933)	-17.6%		4,874		
1021506817 Retail Cost of Goods Sold	-	825	825	100.0%		-		
1021507000 Printing Expense	-	250	250	100.0%		-		
1021507100 Public Relations	241	500	259	51.8%		1,225		
1021507200 Roads & Parking Maintenance	95	300	205	68.3%		2,555		
1021257400 Security Systems & Supplies	443	-	(443)	0.0%		759		
1021507500 Sewer & Septic System Maintenance	1,074	4,900	3,826	78.1%		1,074		
1021507800 Telephone/Cable	6,431	4,780	(1,651)	-34.5%		4,346		
1021508000 Propane & Natural Gas	3,832	3,600	(232)	-6.4%		2,516		
1021508005 Hydro Consumption	10,134	10,600	466	4.4%		8,342		
1021508020 Water	5,150	5,100	(50)	-1.0%		5,000		
1021508201 Signage	-	500	500	100.0%		-		
1021508700 Staff Wages - Visitor Services	55,241	54,130	(1,111)	-2.1%		36,778		
1021508800 Employee Benefits	6,135	11,370	5,235	46.0%		3,866		
1021508825 Uniforms	845	-	(845)	0.0%		-		
TOTAL OPERATING EXPENSES	\$ 132,639	\$ 146,210	\$ 13,571			\$ 99,025		
NET OPERATING INCOME	\$ 112,843	\$ 73,490	\$ (39,353)	-53.5%		\$ 73,259		
1021509000 Capital Purchases	22,434	42,610	20,176	47.4%		53,961		
1021509800 Transfer to Reserves	29,060	29,060	-	0.0%		29,060		
1021509805 Transfer from Reserve Capital Purchases	(22,434)	(42,610)	(20,176)	47.4%		(53,961)		
1021509810 Transfer from Accumulated Surplus	-	(4,775)	(4,775)	100.0%		-		
1021509999 Allocated Services	41,560	41,560	-	0.0%		40,680		
	\$ 203,259	\$ 212,055	\$ 8,796			\$ 168,765		
NET CONTRIBUTION TO (FROM)	\$ 42,223	\$ 7,645	\$ (34,578)			\$ 3,519		

# CULTUS LAKE PARK

## 2021 Financial Report

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### VOLUNTEER FIRE DEPARTMENT

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1013004600 Local Services Revenue VFD CL	\$ 39,797	\$ 39,800	\$ (3)	0.0%	\$ 39,665	
1013004601 Fire Protection Agreements	53,560	67,690	(14,130)	-20.9%	57,653	Recoveries from FVRD and Soowahlie
1013004605 Residential Lease Revenue VFD	174,098	174,100	(2)	0.0%	173,370	
1013004900 Miscellaneous Revenue	25,900	-	25,900	0.0%	-	Donations
	<u>\$ 293,355</u>	<u>\$ 281,590</u>	<u>\$ 11,765</u>		<u>\$ 270,688</u>	
<b>EXPENDITURES</b>						
1023005000 Advertising	\$ -	\$ 550	\$ 550	100.0%	\$ -	
1023005300 Building Maintenance Materials	2,328	4,800	2,472	51.5%	6,078	
1023005500 Data Processing	270	2,000	1,730	86.5%	539	
1023005700 Education & Training	5,655	32,000	26,345	82.3%	13,654	
1023005800 Firefighting Equipment Fuel & Maintenance	30,980	30,400	(580)	-1.9%	29,252	
1023005820 Equipment Fuel	179	-	(179)	0.0%	39	
1023005850 Fire Protection Equip Annual Testing	11,818	10,500	(1,318)	-12.6%	5,067	
1023006000 Grounds Maintenance Materials	713	500	(213)	-42.6%	-	
1023006100 Commercial Insurance	12,250	11,900	(350)	-2.9%	10,200	
1023006200 Vehicle Insurance	4,925	5,950	1,025	17.2%	5,663	
1023006300 Janitorial Contracts/Supplies	781	1,000	219	21.9%	-	
1023006600 Membership Dues & Subscriptions	765	700	(65)	-9.3%	750	
1023006800 Office Supplies & Expenses	378	1,400	1,022	73.0%	1,059	
1023007100 Public Relations	-	500	500	100.0%	-	
1023007400 Security Systems & Supplies	513	500	(13)	-2.6%	829	
1023007500 Sewer & Septic System Maintenance	537	560	23	4.1%	537	
1023007600 Shop Supplies	605	1,000	395	39.5%	514	
1023007625 Small Tools	-	1,000	1,000	100.0%	-	
1023007655 Medical Supplies	1,155	4,100	2,945	71.8%	271	
1023007800 Telephone	6,113	8,450	2,337	27.7%	9,855	
1023008000 Propane & Natural Gas	1,808	1,900	92	4.8%	1,843	
1023008005 Hydro Consumption	3,371	3,700	329	8.9%	3,179	
1023008020 Water	575	580	5	0.9%	580	
1023008100 Vehicle Maintenance	11,236	10,000	(1,236)	-12.4%	10,935	
1023008130 Vehicle Fuel	2,011	2,200	189	8.6%	1,478	
1023008600 Mgmt. Salaries - Fire Chief	5,600	5,600	-	0.0%	5,450	
1023008700 Staff Wages - VFD	57,580	57,000	(580)	-1.0%	48,065	
1023008760 WCB/EHT Expense	2,902	3,010	108	3.6%	2,023	
1023008825 Uniforms & Clothing Allowance	4,752	4,000	(752)	-18.8%	1,734	
TOTAL OPERATING EXPENSES	<u>\$ 169,800</u>	<u>\$ 205,800</u>	<u>\$ 36,000</u>		<u>\$ 159,594</u>	
NET OPERATING INCOME	<u>\$ 123,555</u>	<u>\$ 75,790</u>	<u>\$ (47,765)</u>	-63.0%	<u>\$ 111,094</u>	
1023009000 Capital Purchases	40,602	42,070	1,468	3.5%	5,403	
1023009800 Transfer to Reserves	105,377	58,220	(47,157)	-81.0%	102,097	
1023009805 Transfer from Reserve Capital Purchases	(19,632)	(13,300)	6,332	-47.6%	(4,106)	
1023009806 Transfer from Operating Reserve	(11,063)	(19,470)	(8,407)	43.2%	-	
1023009999 Allocated Services	8,271	8,270	-1	0.0%	7,700	
	<u>\$ 293,355</u>	<u>\$ 281,590</u>	<u>-\$ 11,765</u>		<u>\$ 270,688</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

# CULTUS LAKE PARK

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### PUBLIC WORKS

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1014004900 Miscellaneous Revenue	\$ -	\$ -	\$ -	0.0%	\$ 1,079	Recycling Revenue
<b>EXPENDITURES</b>						
1024005300 Building Maintenance Materials	\$ 3,691	\$ 6,200	\$ 2,509	40.5%	\$ 3,771	WorkSafeBC Requirement - OH&S program.
1024005375 Contract Services	666	5,000	4,334	86.7%	-	
1024005400 Conferences/Meetings	94	2,500	2,406	96.2%	-	
1024005500 Data Processing	270	1,000	730	73.0%	2,488	
1024005700 Education & Training	598	2,100	1,502	71.5%	378	
						Backhoe hydraulic cylinders and Skid Steer Hydraulic work done in 2021
1024005800 Equipment Maintenance	33,942	11,500	(22,442)	-195.1%	10,691	
1024005820 Equipment Fuel	4,157	3,710	(447)	-12.0%	2,537	
1024005900 Garbage Collection & Recycling	9,610	7,960	(1,650)	-20.7%	16,962	
1024006000 Grounds Maintenance Materials	647	1,590	943	59.3%	-	
1024006100 Commercial Insurance	13,850	13,500	(350)	-2.6%	12,650	
1024006200 Vehicle Insurance	15,642	18,740	3,098	16.5%	17,787	
1024006300 Janitorial Contracts	-	-	-	0.0%	66	
1024006500 Licences & Permits	-	450	450	100.0%	-	
1024006600 Membership Dues & Subscriptions	-	750	750	100.0%	-	
1024006800 Office Supplies & Expenses	1,216	1,560	344	22.1%	1,732	
1024007200 Roads & Parking Maintenance	9,925	23,000	13,075	56.8%	17,036	
1024007400 Security Systems & Supplies	642	750	108	14.4%	1,407	
1024007500 Sewer	537	560	23	4.1%	537	
1024007600 Shop Supplies	9,073	10,610	1,537	14.5%	7,647	
1024007625 Small Tools	829	3,500	2,671	76.3%	3,426	
1024007650 Safety Supplies	990	3,500	2,510	71.7%	2,161	
1024007800 Telephone	7,180	4,000	(3,180)	-79.5%	6,519	
1024008000 Propane & Natural Gas	6,714	6,200	(514)	-8.3%	6,129	
1024008005 Hydro Consumption	3,698	4,240	542	12.8%	3,577	
1024008020 Water	575	580	5	0.9%	580	
1024008100 Vehicle Maintenance	18,050	25,200	7,150	28.4%	19,076	
1024008130 Vehicle Fuel	21,540	18,640	(2,900)	-15.6%	13,727	
1024008600 Management Salaries	88,717	87,890	(827)	-0.9%	87,856	
1024008700 Staff Wages - Supervisor	92,037	66,460	(25,577)	-38.5%	71,126	
1024008701 Staff Wages - Custodian	81,981	99,220	17,239	17.4%	50,547	
1024008710 Staff Wages - Public Works	501,342	469,180	(32,162)	-6.9%	475,661	
1024008800 Employee Benefits	173,790	186,300	12,510	6.7%	156,523	
1024008825 Uniforms & Clothing Allowance	5,989	7,700	1,711	22.2%	1,440	
TOTAL OPERATING EXPENSES	\$ 1,107,992	\$ 1,094,090	\$ 13,902		\$ 994,037	
NET OPERATING INCOME	\$ (1,107,992)	\$ (1,094,090)	\$ 13,902	-1.3%	\$ (992,958)	
1024009000 Capital Purchases	7,324	42,770	35,446	82.9%	17,454	
1024009800 Transfer to Reserves	115,000	115,000	-	0.0%	904	
1024009805 Transfer from Reserve Capital Purchases	(7,324)	(42,770)	(35,446)	82.9%	(17,454)	
1024009998 Overhead Expenses	(330,960)	(330,960)	-	0.0%	(210,580)	
1024009999 Allocated Services	(878,131)	(878,130)	1	0.0%	(864,429)	
	\$ 13,901	\$ -	\$ (13,901)		\$ (80,068)	
NET CONTRIBUTION TO (FROM)	\$ (13,901)	\$ -	\$ 13,901		\$ 81,147	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### COMMERCIAL LEASES

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1015004200 Commercial Leases	\$ 613,777	\$ 608,292	\$ 5,485	0.9%	\$ 595,267	
1015004201 CL- Public Works	8,503	8,500	3	0.0%	8,304	
1015004202 CL - Bylaw Enforcement	34,500	34,500	-	0.0%	33,805	
1015004900 Miscellaneous Revenue	11,455	-	11,455	0.0%	-	
	<u>\$ 668,235</u>	<u>\$ 651,292</u>	<u>\$ 16,943</u>		<u>\$ 637,376</u>	
<b>EXPENDITURES</b>						
1025005300 Building Maintenance Materials	\$ 7,213	\$ 8,000	\$ 787	9.8%	7,040	
1025005375 Contract Services	3,242	-	(3,242)	0.0%	2,520	
1025005900 Garbage Collection & Recycling	12,704	18,347	5,643	30.8%	12,685	
1025006000 Grounds Maintenance Materials	-	2,800	2,800	100.0%	2,283	
1025006100 Commercial Insurance	36,400	33,500	(2,900)	-8.7%	31,000	
1025006810 Bank Charges	1,119	-	(1,119)	0.0%	-	
1025007500 Sewer	537	560	23	4.1%	537	
1025008000 Propane & Natural Gas	710	500	(210)	-42.0%	696	
1025008005 Hydro Consumption	6,307	5,120	(1,187)	-23.2%	5,899	
1025008020 Water	575	580	5	0.9%	580	
1025008201 Signage	75	1,200	1,125	93.8%	607	
TOTAL OPERATING EXPENSES	<u>\$ 68,882</u>	<u>\$ 70,607</u>	<u>\$ 1,725</u>		<u>\$ 63,847</u>	
NET OPERATING INCOME	<u>\$ 599,353</u>	<u>\$ 580,685</u>	<u>\$ 15,218</u>	2.6%	<u>\$ 573,529</u>	
1025009000 Capital Purchases	15,960	84,070	68,110	81.0%	265	
1025009800 Transfer to Reserves	158,780	158,780	-	0.0%	128,825	
1025009805 Transfer from Reserve Capital Purchases	(15,960)	(84,070)	(68,110)	81.0%	(265)	
1025009998 Overhead Expenses	238,968	238,968	-	0.0%	224,670	
1025009999 Allocated Services	80,300	80,300	-	0.0%	77,251	
	<u>\$ 546,930</u>	<u>\$ 548,655</u>	<u>\$ 1,725</u>		<u>\$ 494,593</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 121,305</u>	<u>\$ 102,637</u>	<u>\$ (18,668)</u>		<u>\$ 142,783</u>	

**CULTUS LAKE PARK**  
**2021 Financial Report**

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

**RESIDENTIAL LEASES**

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b><u>REVENUE</u></b>						
1016004100 Residential Leases	\$ 658,686	\$ 658,769	\$ (83)	0.0%	\$ 648,365	
1016004102 Residential Area Reserve	12,000	12,000	-	0.0%	-	
1016004103 Foreshore Reserve	24,000	24,000	-	0.0%	-	
1016004101 RL - Bylaw Enforcement	100,227	100,220	7	0.0%	97,330	
1016004110 Delinquent Fees	3,647	5,400	(1,753)	-32.5%	1,976	
1016004700 Lease Services- OTHER	49,699	25,000	24,699	98.8%	37,700	
1016004611 Lease Services- STVR/BL	48,175	45,000	3,175	7.1%	30,279	Licencing
	<u>\$ 896,434</u>	<u>\$ 870,389</u>	<u>\$ 26,045</u>		<u>\$ 815,650</u>	
<b><u>EXPENDITURES</u></b>						
1026005375 Contract Services	\$ 4,666	\$ -	\$ (4,666)	0.0%	\$ 11,752	Land Surveys
1026005900 Garbage Collection & Recycling	72,249	100,535	28,286	28.1%	136,306	
1026006000 Ground Maintenance Materials	4,538	-	(4,538)		-	
1026006100 Commercial Insurance	7,250	6,700	(550)	-8.2%	6,350	
1026006810 Bank Charges/Point of Sale	2,383	-	(2,383)	0.0%	-	
1026006815 Postage & Courier	234	-	(234)	0.0%	-	
1026007200 Roads & Parking Maintenance	-	-	-	0.0%	568	
1026008005 Hydro Consumption	25,507	35,900	10,393	28.9%	24,212	
TOTAL OPERATING EXPENSES	<u>\$ 116,827</u>	<u>\$ 143,135</u>	<u>\$ 26,308</u>		<u>\$ 179,188</u>	
NET OPERATING INCOME	<u>\$ 779,607</u>	<u>\$ 727,254</u>	<u>\$ (52,353)</u>	-7.2%	<u>\$ 636,462</u>	
1026009000 Capital Purchases	-	10,000	10,000	100.0%	-	Residential, Foreshore, Main Beach & Milfoil
1026009800 Transfer to Reserves	63,230	63,230	-	0.0%	22,230	
1026009810 Transfer from Accumulated Surplus	-	(10,000)	(10,000)	100.0%	(54,802)	
1026009998 Overhead Expenses	358,096	358,095	(1)	0.0%	318,315	
1026009999 Allocated Services	302,220	302,220	-	0.0%	291,658	
	<u>\$ 840,373</u>	<u>\$ 866,680</u>	<u>\$ 26,307</u>		<u>\$ 756,589</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 56,061</u>	<u>\$ 3,709</u>	<u>\$ (52,352)</u>		<u>\$ 59,061</u>	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### GENERAL ADMINISTRATION

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1017004800 Interest Earned	\$ 35,539	\$ 40,000	\$ (4,461)	-11.2%	\$ 73,830	
1017004900 Miscellaneous Revenue/Encroachment	14,254	2,000	12,254	612.7%	3,024	
1017004904 Donations	10,168	-	10,168	0.0%	0	
1017004915 Dog Licenses	420	500	(80)	-16.0%	510	
	<u>\$ 60,381</u>	<u>\$ 42,500</u>	<u>\$ 17,881</u>		<u>\$ 77,364</u>	
<b>EXPENDITURES</b>						
1027005000 Advertising	\$ 779	\$ 1,500	\$ 721	48.1%	\$ 697	
1027005100 Accounting & Auditing Fees	21,064	18,085	(2,979)	-16.5%	19,987	
1027005175 Board Level Expenses	13,676	17,000	3,324	19.6%	10,693	
1027005300 Building Maintenance Materials	1,033	3,100	2,067	66.7%	3,280	
1027005375 Contract Services	22,900	36,000	13,100	36.4%	35,853	
1027005400 Conferences/Meetings	174	11,000	10,826	98.4%	1,774	
1027005500 Data Processing	68,528	16,500	(52,028)	-315.3%	46,703	
1027005700 Education & Training	580	5,000	4,420	88.4%	900	
1027005800 Equipment Maintenance	119	1,000	881	88.1%	-	
1027006100 Commercial Insurance	16,750	15,600	(1,150)	-7.4%	14,750	
1027006200 Vehicle Insurance	1,695	2,081	386	18.5%	2,083	
1027006400 Legal Fees	136,525	130,000	(6,525)	-5.0%	204,314	
1027006450 Professional Fees	27,327	20,000	(7,327)	-36.6%	9,758	Union Negotiations
1027006600 Membership Dues & Subscriptions	1,988	3,700	1,712	46.3%	1,954	
1027006800 Office Supplies & Expenses	8,645	9,000	355	3.9%	11,804	
1027006801 Staff Recognition Expenses	3,110	6,000	2,890	48.2%	-	
1027006800 Breakroom Supplies	2,360	5,000	2,640	52.8%	-	
1027006812 Bank Charges/Point of Sale Fees	12,062	13,000	938	7.2%	8,672	
1027006815 Postage & Courier	8,201	4,000	(4,201)	-105.0%	5,301	
1027006820 Equipment Leases	10,313	15,300	4,987	32.6%	11,143	
1027006822 Office Furniture	1,697	4,000	2,303	57.6%	1,060	
1027006900 Recruitment Expenses	-	-	-	0.0%	759	
1027007000 Printing Expense	160	1,000	840	84.0%	259	
1027007100 Public Relations	2,104	4,000	1,896	47.4%	1,964	
1027007400 Security Systems & Supplies	443	1,000	557	55.7%	443	
1027007500 Sewer & Septic System Maintenance	537	560	23	4.1%	537	
1027007700 Special Events - CWFPP	496	5,000	4,504	90.1%	-	
1027007800 Telephone	14,671	8,500	(6,171)	-72.6%	12,597	
1027007900 Travel Expense	388	2,000	1,612	80.6%	407	
1027008000 Propane & Natural Gas	1,635	1,900	265	13.9%	1,447	
1027008005 Hydro Consumption	3,450	3,500	50	1.4%	2,983	
1027008020 Water	575	580	5	0.9%	580	
1027008100 Vehicle Maintenance/Fuel	487	800	313	39.1%	751	
1027008500 Commissioners Indemnity	86,450	85,470	(980)	-1.1%	78,915	
1027008600 Management Salaries	147,506	139,230	(8,276)	-5.9%	194,768	
1027008601 Finance Salaries	147,161	141,180	(5,981)	-4.2%	142,008	
1027008710 Staff Wages - CO/Communications	111,286	138,980	27,694	19.9%	68,437	
1027008715 Staff Wages - Admin / CSR	114,967	117,063	2,096	1.8%	107,003	
1027008800 Employee Benefits	137,421	143,090	5,669	4.0%	119,037	
TOTAL OPERATING EXPENSES	<u>\$ 1,129,263</u>	<u>\$ 1,130,719</u>	<u>\$ 1,456</u>		<u>\$ 1,123,621</u>	
NET OPERATING INCOME	<u>\$ (1,068,882)</u>	<u>\$ (1,088,219)</u>	<u>\$ (19,337)</u>	1.8%	<u>\$ (1,046,257)</u>	
1027009000 Capital Purchases	160,559	144,470	(16,089)	-11.1%	17,808	
1027009800 Transfer to Reserves	50,000	50,000	-	0.0%	2,600	
1027009805 Transfer from Reserve Capital	(160,559)	(144,470)	16,089	-11.1%	(17,808)	
1027009810 Transfer from Accumulated Surplus	-	(16,000)	(16,000)	100.0%	(32,675)	
1027009998 Overhead Expenses	(984,409)	(984,409)	-	0.0%	(964,080)	
1027009999 Allocated Services	(137,811)	(137,810)	1	0.0%	(119,660)	
	<u>\$ 57,043</u>	<u>\$ 42,500</u>	<u>\$ (14,543)</u>		<u>\$ 9,806</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 3,338</u>	<u>\$ -</u>	<u>\$ (3,338)</u>		<u>\$ 67,558</u>	

**CULTUS LAKE PARK****2021 Financial Report**

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

**COMMUNITY HALL**

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b><u>REVENUE</u></b>						
1018004920 Community Hall Rentals	\$ 3,042	\$ 11,950	\$ (8,908)	-74.5%	\$ 2,045	
<b><u>EXPENDITURES</u></b>						
1028005300 Building Maintenance Materials	\$ 1,138	\$ 3,500	\$ 2,362	67.5%	\$ 1,348	
1028005500 Data Processing	1,791	-	(1,791)	0.0%	\$ -	
1028006000 Grounds Maintenance Materials	-	1,000	1,000	100.0%	-	
1028006100 Commercial Insurance	9,300	8,600	(700)	-8.1%	8,100	
1028007500 Sewer	-	560	560	100.0%	-	
1028007800 Telephone	231	200	(31)	-15.5%	231	
1028008000 Propane & Natural Gas	1,903	1,900	(3)	-0.2%	1,337	
1028008005 Hydro Consumption	705	1,600	895	55.9%	1,023	
1028008020 Water	575	580	5	0.9%	580	
TOTAL OPERATING EXPENSES	\$ 15,643	\$ 17,940	\$ 2,297		\$ 12,619	
NET OPERATING INCOME	\$ (12,601)	\$ (5,990)	\$ 6,611	-110.4%	\$ (10,574)	
1028009000 Capital Purchases	1,520	2,070	550	26.6%	1,929	
1028009800 Transfer to Reserves	10,000	10,000	-	0.0%	2,000	
1028009805 Transfer from Reserve Capital Purchases	(1,520)	(2,070)	(550)	26.6%	(1,929)	
1028009998 Overhead Expenses	31,800	31,800	-	0.0%	26,115	
1028009999 Allocated Services	21,871	21,870	(1)	0.0%	21,060	
	\$ 79,314	\$ 81,610	\$ 2,296		\$ 61,794	
NET CONTRIBUTION TO (FROM)	\$ (76,272)	\$ (69,660)	\$ 6,612		\$ (59,749)	

# CULTUS LAKE PARK

## 2021 Financial Report

For the TWELVE Months Ending December 31, 2021, with comparative figures for 2020

### FORESHORE LEASE

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1018504936 Boat Mooring - Public Areas/SS	\$ 43,162	\$ 52,750	\$ (9,588)	-18.2%	\$ 35,862	
1018504941 Foreshore Reserve Revenue	52,750	56,250	(3,500)	-6.2%	-	
1018504904 Donations - Foreshore	800	-	800	0.0%	6,278	
1018504900 Delinquency Fees/Misc.	1,500	-	1,500	0.0%	225	
	<u>\$ 98,212</u>	<u>\$ 109,000</u>	<u>\$ (10,788)</u>		<u>\$ 42,365</u>	
<b>EXPENDITURES</b>						
1028505800 Equipment Maintenance	\$ -	\$ 1,500	\$ 1,500	100.0%	\$ 1,042	Nov 2021 Flood Emergency Response Expenses
1028505375 Contract Services	61,662	-	(61,662)	0.0%	-	
1028505820 Equipment Fuel		800	800	100.0%	-	
1028505850 Floats & Buoys	632	10,000	9,368	93.7%	730	
1028506000 Grounds Maintenance Materials		10,000	10,000	100.0%	14,004	
1028506100 Commercial Insurance	17,600	16,400	(1,200)	-7.3%	15,300	
1028506200 Vehicle Insurance	130	100	(30)	-30.0%	126	
1028506500 Licences & Permits	60	1,100	1,040	94.5%	-	
1028507000 Printing Expense	-	150	150	100.0%	-	
1028508100 Vehicle Maintenance/Fuel	192	200	8	4.0%	53	
1028508200 Foreshore Maintenance (Wharfs)	9,493	15,000	5,507	36.7%	1,895	
1028508201 Signage	-	1,000	1,000	100.0%	58	
TOTAL OPERATING EXPENSES	<u>\$ 89,769</u>	<u>\$ 56,250</u>	<u>-\$ 33,519</u>		<u>\$ 33,208</u>	
NET OPERATING INCOME	<u>\$ 8,443</u>	<u>\$ 52,750</u>	<u>\$ 44,307</u>	84.0%	<u>\$ 9,157</u>	
1028509000 Capital Purchases	60,038	120,000	59,962	50.0%	27,951	
1028509800 Transfer to Reserves	52,750	56,250	3,500	6.2%	5,000	
1028509805 Transfer from Reserve Capital Purchases	(60,038)	(120,000)	(59,962)	50.0%	(25,355)	
1028509998 Overhead Expenses	243,131	243,130	(1)	0.0%	226,510	
1028509999 Allocated Services	88,431	88,430	(1)	0.0%	85,860	
	<u>\$ 474,081</u>	<u>\$ 444,060</u>	<u>-\$ 30,021</u>		<u>\$ 353,174</u>	
	<u>\$ (375,869)</u>	<u>\$ (335,060)</u>	<u>\$ 40,809</u>		<u>\$ (310,809)</u>	

# CULTUS LAKE PARK

## 2021 Financial Report

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### PUBLIC AREAS

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b>REVENUE</b>						
1019004910 Pay Parking	\$ 996,738	\$ 985,000	\$ 11,738	1.2%	\$ 543,607	Parking lots in 2020 were closed for most of March, April and May
1019004926 Infrastructure Reserve	53,619	42,000	11,619	27.7%	-	
1019004927 Foreshore Reserve	22,979	18,000	4,979	27.7%	-	
1019004700 Tree Removal Fees	41,861	1,500	40,361	2690.7%	9,300	
						Funds in Trust adjusted to revenue in 2021- Basketball Court Replacement
1019004900 Miscellaneous Revenue	29,649	36,600	(6,951)	-19.0%	4,724	
1019004904 Donations	16,424	-	16,424	0.0%	3,604	
	<u>\$ 1,161,270</u>	<u>\$ 1,083,100</u>	<u>\$ 78,170</u>		<u>\$ 561,235</u>	
<b>EXPENDITURES</b>						
1029005300 Building Maintenance Materials	\$ 2,652	\$ 6,200	\$ 3,548	57.2%	\$ 244	
1029005355 Main Beach Events Grant	6,000	12,000	6,000	50.0%	-	
1029005360 Commemorative Benches	-	1,900	1,900	100.0%	669	
						Parking Meter Maintenance and Sign Inventory & Nov 2021 Flood Emergency Response Expenses
1029005375 Contract Services	127,450	40,600	(86,850)	-213.9%	56,130	
1029005500 Data Processing		-	-	0.0%	470	
1029005800 Equipment Maintenance	902	1,000	98	9.8%	1,000	
1029005900 Garbage Collection & Recycling	7,238	7,200	(38)	-0.5%	4,751	
1029006000 Grounds Maintenance Materials	32,854	30,000	(2,854)	-9.5%	30,434	
1029006010 General Maintenance	20,640	20,000	(640)	-3.2%	10,543	
1029006100 Commercial Insurance	23,500	20,900	(2,600)	-12.4%	19,700	
1029006300 Janitorial Contracts/Supplies	19,193	14,000	(5,193)	-37.1%	12,661	
1029006810 Bank Charges	227	500	273	54.6%	470	
1029006812 Point of Sale Fees	51,168	7,000	(44,168)	-631.0%	14,157	
1029006820 Equipment Leases	20,286	10,200	(10,086)	-98.9%	14,663	Parking Meter Lease Expenses
1029007000 Printing Expense	-	500	500	100.0%	-	
1029007200 Roads & Parking Maintenance	7,836	12,000	4,164	34.7%	10,875	
1029007300 Vandalism Repairs	940	2,500	1,560	62.4%	722	
1029007500 Sewer & Septic System Maintenance	363	-	(363)	0.0%	-	
1029008005 Hydro Consumption	4,426	8,300	3,874	46.7%	4,657	
1029008201 Signage	4,131	6,500	2,369	36.4%	5,739	
TOTAL OPERATING EXPENSES	<u>\$ 329,806</u>	<u>\$ 201,300</u>	<u>\$ (128,506)</u>		<u>\$ 187,885</u>	
NET OPERATING INCOME	<u>\$ 831,464</u>	<u>\$ 881,800</u>	<u>\$ 50,336</u>	5.7%	<u>\$ 373,350</u>	
1029009000 Capital Purchases	644,350	814,500	170,150	20.9%	107,320	
1029009800 Transfer to Reserves	589,159	538,200	(50,959)	-9.5%	43,000	
1029009805 Transfer from Reserve Capital Purchases	(618,050)	(727,900)	(109,850)	15.1%	(56,268)	
1029009810 Transfer from Accumulated Surplus	-	(30,000)	(30,000)	100.0%	-	
1029009998 Overhead Expenses	479,847	479,850	3	0.0%	419,530	
1029009999 Allocated Services	264,900	264,900	-	0.0%	259,720	
	<u>\$ 1,690,012</u>	<u>\$ 1,540,850</u>	<u>\$ 149,162</u>		<u>\$ 961,187</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ (528,742)</u>	<u>\$ (457,750)</u>	<u>\$ 70,992</u>		<u>\$ (399,952)</u>	

**CULTUS LAKE PARK**  
**2021 Financial Report**

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**Community Events Committee**

	2021 Actual YTD	2021 Annual Budget	Variance \$	Variance %	2020 Actual YTD	Variance Comments
<b><u>REVENUE</u></b>						
1019504900 Miscellaneous Revenue	\$ 200	\$ 10,200	\$ (10,000)	-98.0%	\$ 280	Due to Covid 19 all Special Events at Cultus Lake Park, except the 2021 Christmas Light Display, were cancelled in 2020 & 2021.
1019504902 Public Areas - Contribution	6,000	12,000	(6,000)	-50.0%	-	
1019504996 Grants from other Agency's		14,500	(14,500)	-100.0%	-	
	\$ 6,200	\$ 36,700	\$ (30,500)		\$ 280	
<b><u>EXPENDITURES</u></b>						
1029506800 Office Supplies & Misc. Expenses	\$ 235	\$ 875	\$ 640	73.1%	\$ -	
1029507700 Special Events CEAC	5,795	34,860	29,065	83.4%	1,141	
1029509800 Transfer to (from) Reserves		965	965	100.0%	-	
	\$ 6,030	\$ 36,700	\$ 30,670		\$ 1,141	
	\$ 170	\$ -	\$ (170)		\$ (861)	





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550-70  
**SUBMITTED BY:** Erica Lee  
Chief Financial Officer  
**SUBJECT:** 2021 Parking Lot Revenue Fourth Quarter Report

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#### PURPOSE:

To provide the Board with an overview of parking revenue for the Fourth Quarter of 2021.

#### RECOMMENDATION:

**THAT** the Cultus Lake Park Board receive the 2021 Parking Lot Fourth Quarter Report for information.

#### DISCUSSION:

Parking lot revenue, net of GST, for the Fourth Quarter totaled \$8,535. This is a slight decrease of approximately \$1,210 over parking revenue for the Fourth Quarter of 2020. Parking expenses, net of GST, for the Fourth Quarter totaled \$6,825 which is a decrease of \$4,050 to expenses in the Fourth Quarter of 2020.

Parking revenue, net of GST, for all of 2021 totaled \$946,024 which is an increase of \$427,800 or 82% over 2020's Parking revenue, net of GST of \$518,220. This increase is attributed to a switch to only allowing hourly parking rather than daily parking and due to Covid-19 closures that occurred in 2020. The tables below show the year-to-date remittance statements (1), revenue (2), expenses (3) and net revenue (4).

#### STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

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Prepared by:

---

Erica Lee, CPA, CA  
Chief Financial Officer

Approved for submission to the Board:

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Joe Lamb  
Chief Administrative Officer

Table 1 –

Parking Revenue				
Month	Revenue 2018	Revenue 2019	Revenue 2020	Revenue 2021
Jan	1,110.95	3,731.95	977.00	2,292.62
Feb	2,296.43	1,269.33	2,483.19	2,477.90
Mar	6,026.48	15,158.29	5,045.90	8,414.29
Apr	13,218.10	12,342.52	0.00	17,879.90
May	44,200.05	40,942.76	21,066.33	68,042.10
Jun	56,233.48	94,167.54	51,735.29	190,725.22
Jul	202,286.76	174,980.69	178,871.81	369,153.90
Aug	141,261.00	208,401.33	191,850.19	232,956.90
Sep	33,376.52	39,104.43	56,447.76	45,544.95
Oct	5,764.57	4,283.76	5,194.02	6,286.58
Nov	2,266.57	1,978.62	2,735.52	1,000.05
Dec	1,705.71	1,792.38	1,816.76	1,249.96
Total	509,746.63	598,153.60	518,223.77	946,024.37

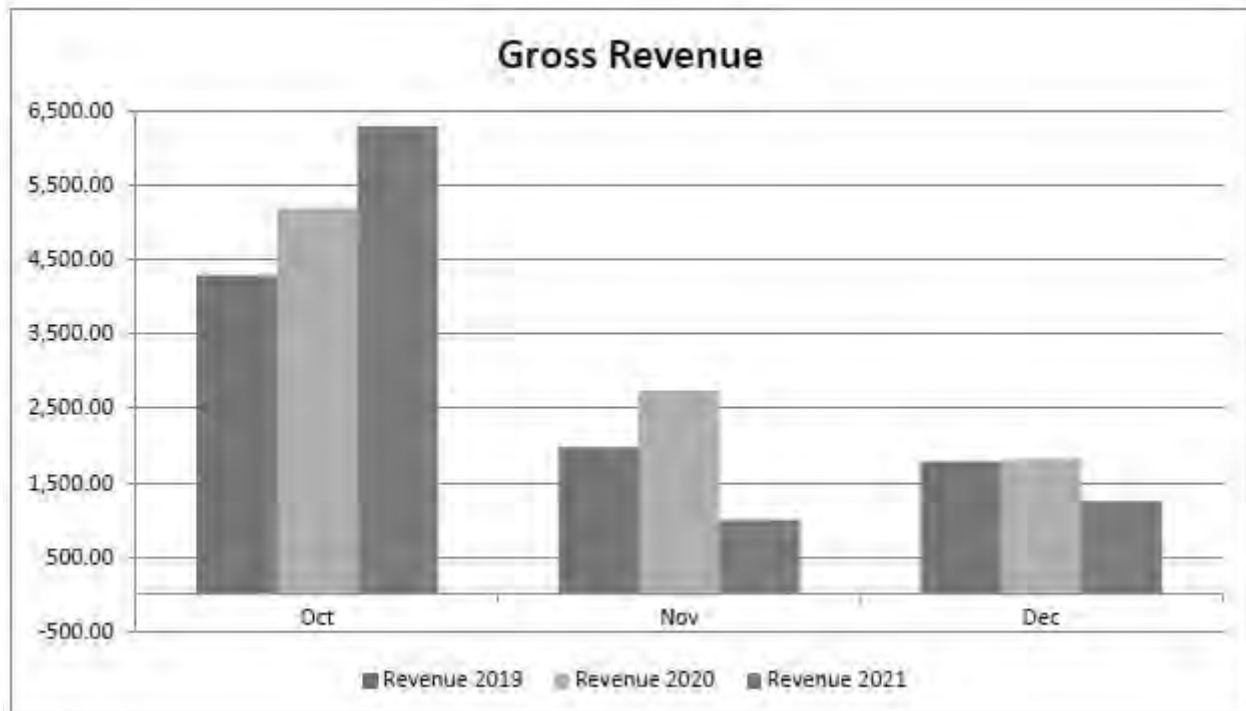


Table 2-

Parking Expenses				
Month	Expense 2018	Expense 2019	Expense 2020	Expense 2021
Jan	2,059.81	2,590.95	2,426.76	2,866.70
Feb	2,135.41	2,573.33	2,496.64	3,134.19
Mar	2,417.24	3,326.11	2,857.83	7,328.65
Apr	3,328.30	4,344.56	2,469.63	5,985.43
May	5,031.72	6,080.67	3,672.57	4,911.41
Jun	6,577.45	9,620.09	8,227.19	44,683.26
Jul	19,781.56	14,445.12	14,569.52	23,017.96
Aug	18,188.59	19,244.06	17,500.97	18,033.66
Sep	8,676.12	10,398.74	10,513.22	8,797.80
Oct	4,002.23	4,089.52	4,859.70	2,900.94
Nov	2,661.24	2,567.19	3,213.73	1,966.98
Dec	2474.83	2477.87	2807.38	1,960.13
<b>Total</b>	<b>77,334.50</b>	<b>81,758.21</b>	<b>75,615.14</b>	<b>125,587.11</b>

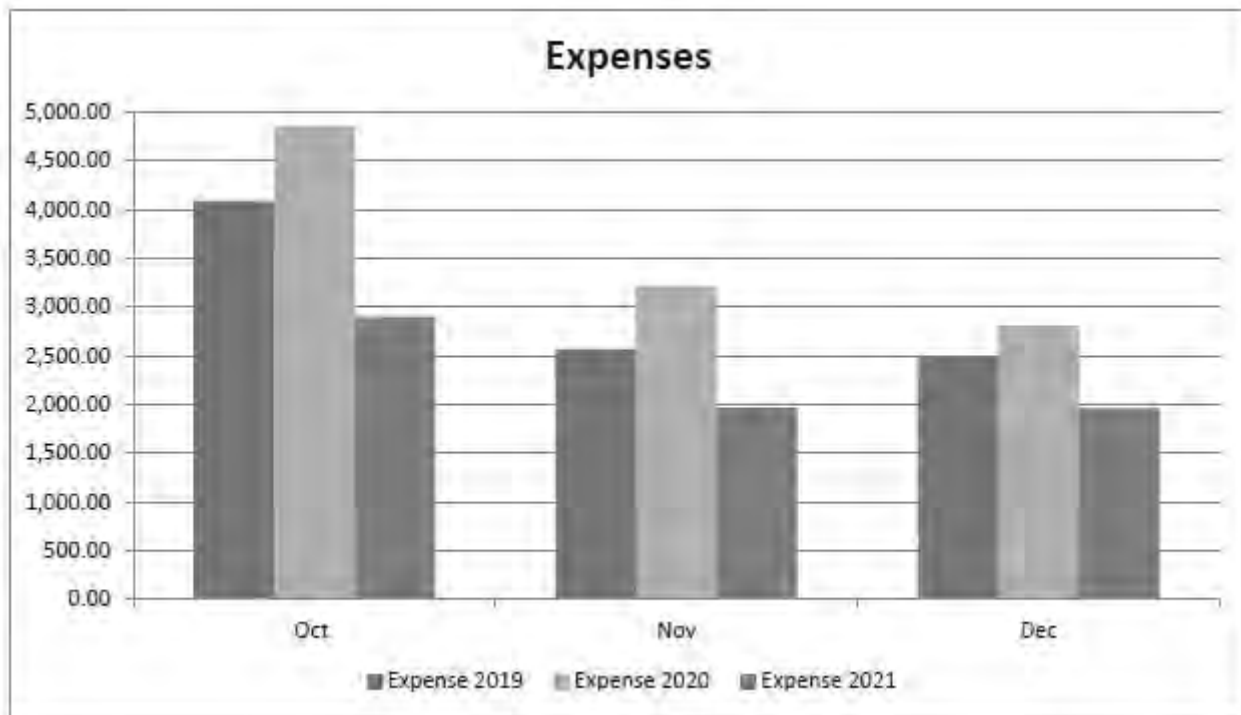
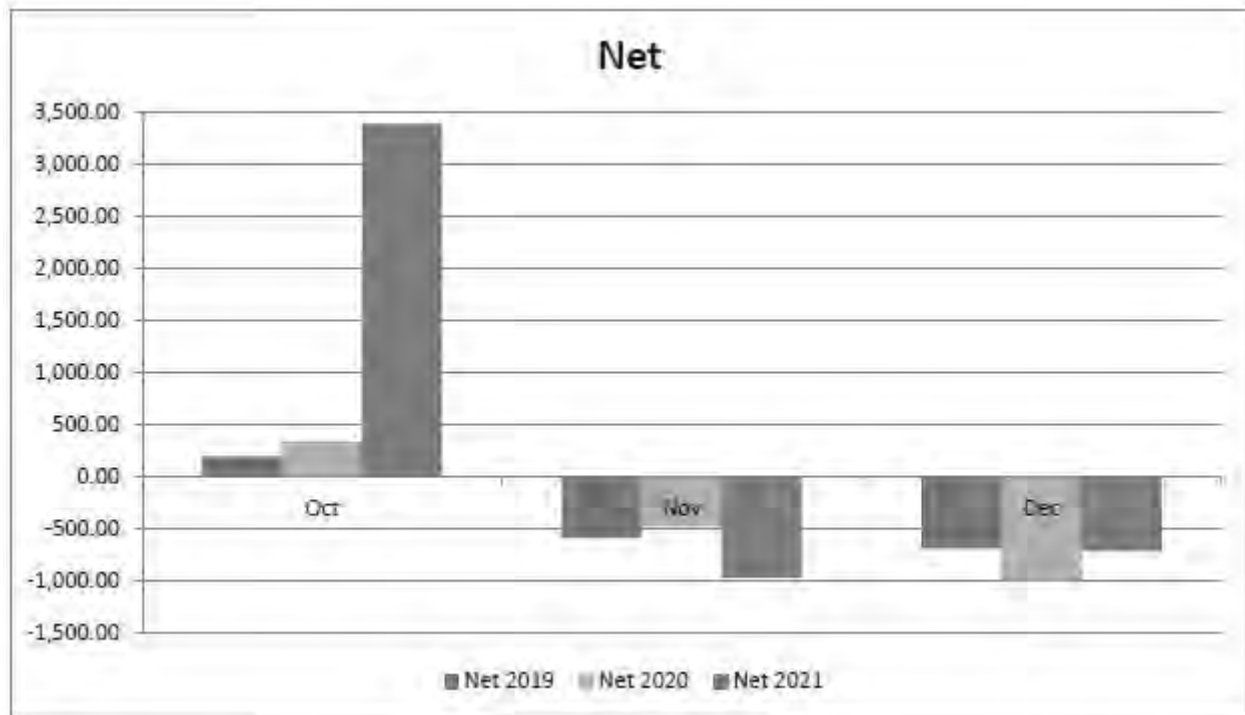


Table 3 –

Net Parking Revenue				
Month	Net 2018	Net 2019	Net 2020	Net 2021
Jan	-948.86	1,141.00	-1,449.76	-574.08
Feb	161.02	-1,304.00	-13.45	-656.29
Mar	3,609.24	11,832.18	2,188.07	1,085.64
Apr	9,889.80	7,997.96	-2,469.63	11,894.47
May	39,168.33	34,862.09	17,393.76	63,130.69
Jun	49,656.03	84,547.45	43,508.10	146,041.96
Jul	182,505.20	160,535.57	164,302.29	346,135.94
Aug	123,072.41	189,157.27	174,349.22	214,923.24
Sep	24,700.40	28,705.69	45,934.54	36,747.15
Oct	1,762.34	194.24	334.32	3,385.64
Nov	-394.67	-588.57	-478.21	-966.93
Dec	-769.12	-685.49	-990.62	-710.17
<b>Total</b>	<b>432,412.12</b>	<b>516,395.39</b>	<b>442,608.63</b>	<b>820,437.26</b>





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550-70

**SUBMITTED BY:** Dave Driediger,  
Manager of Park Operations

**SUBJECT:** Public Works 2021 Fourth Quarter Report

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#### PURPOSE:

To provide the Board with an update on Public Works tasks and projects completed during the fourth quarter of 2021.

#### RECOMMENDATION:

**THAT** the Cultus Lake Park Board receive the Public Works 2021 Fourth Quarter Report for information.

#### DISCUSSION:

The following list summarizes various tasks and projects completed by Public Works staff over the fourth quarter of 2021.

##### Commercial Leases:

- Buildings, grounds and parking lot maintenance - 4 days labour
- Garbage collection - 3 days labour
- Janitorial service - 13 days labour

##### Community Hall:

- Building and grounds maintenance - 1 days labour
- Janitorial service and rental set up - 4 days labour

##### Fire Hall:

- Building and equipment maintenance - 2 days labour
- Emergency response and administration - 2 days labour

##### Foreshore:

- Swim line maintenance - 6 days labour
- Wharf and weir maintenance - 3 days labour

##### Park Office:

- Building and grounds maintenance - 3 days labour

Public Areas:

- Building and structure maintenance - 6 days labour
- Daily parking lot opening - 5 days labour
- Environment and Public Areas Planning Committee work - 3 days labour
- Garbage collection and inspections - 31 days labour
- Grounds and tree maintenance - 35 days labour
- Janitorial service - 50 days labour
- Roads and parking maintenance - 16 days labour

Public Works:

- Administration - 19 days labour
- Fleet and equipment maintenance - 10 days labour
- Flood relief - 78 days labour
- Yard and building maintenance - 25 days labour

Residential Leases:

- Grounds and tree maintenance - 2 days labour
- Roads and drainage maintenance 11 days labour

Sunnyside Campground:

- Building maintenance - 16 days labour
- Grounds and tree maintenance - 4 days labour
- Site maintenance - 10 days labour
- Water and sewer maintenance - 22 days labour

Visitor Services/Cabins:

- Buildings and grounds maintenance - 23 days labour
- Janitorial service - 2 days labour

Community Engagement:

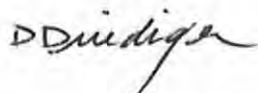
- Christmas lights - 51 days labour

**STRATEGIC PLAN:**

This report does not impact the Board's Strategic Plan Initiative.

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Prepared by:



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Dave Driediger  
Manager of Park Operations

Approved for submission to the Board:

  
Joe Lamb  
Chief Administrative Officer



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Carly Volk  
Manager of Sunnyside Campground & Accommodations

**SUBJECT:** 2021 Campground and Cabins Fourth Quarter Report

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#### PURPOSE:

To provide the Board with an update on the Campground and Cabins operations for the Fourth Quarter of 2021.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Campground and Cabins Fourth Quarter report for information.*

#### DISCUSSION:

This report provides a summary of the events and financial analysis of the revenue received for October, November, and December 2021 compared to the same time period in 2020 for Sunnyside Campground and the Cabins at Cultus Lake Park.

##### Sunnyside Campground

The Fourth Quarter of 2021 generated approximately \$ 12,009 higher revenue compared to the same time period in 2020. This increase was due to the warm weather we experienced in early October, as well as higher occupancy rate during Thanksgiving weekend.

The miscellaneous revenue that is generated from site bookings (reservation fee, pets, parking, firewood) increased in 2021 by \$13,727.

Twin Maple Construction has been awarded the Washroom 7, and 8 renovation projects. Work is now underway in preparation of the upcoming season.

##### Cultus Lake Cabins

The Fourth Quarter of 2021 saw an increase of \$750 compared to 2020. Due to travel restrictions brought on by the road damage and flooding in November, several cabin reservations had to be cancelled or moved to a later date.

## STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

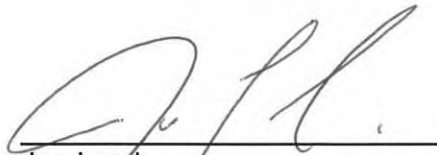
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Prepared by:



Carly Volk  
Manager of Sunnyside Campground  
& Accommodations

Approved for submission to the Board:

  
Joe Lamb  
Chief Administrative Officer



## REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Rachel Litchfield  
Manager of Corporate Services / Corporate Officer

**SUBJECT:** 2021 Bylaw Compliance & Enforcement Fourth Quarter Report

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### PURPOSE:

To provide the Cultus Lake Park Board with an update on Bylaw Compliance and Enforcement throughout the Park for the Fourth Quarter of 2021.

### RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Bylaw Compliance and Enforcement 2021 Fourth Quarter Report for information.*

### DISCUSSION:

The following is a breakdown of statistics relating to Bylaw Compliance and Enforcement from October 1, 2021 to December 31, 2021.

The layout to the stats has been updated to show the fines and written warnings but to also capture the estimated number of issues per bylaw. For this quarters report the calculations are an estimate however, moving forward we hope to report on the matters by bylaw to track areas of improvement and to seek further compliance.

**Zone 1** – Sunnyside Campground gatehouse area, full hook-up, seasonal sites and group sites

**Zone 2** – Sunnyside Campground overnight tenting and Sunnyside Campground beach

**Zone 3** – Residential areas, Commercial areas, Park Office, Columbia Valley Highway

**Zone 4** – Main Beach, Cabins, Community Hall, Parameter Road.

### Fines & Written Warnings

<b>2021 Statistics</b>	<b>Zones 1 &amp; 2</b>	<b>Zone 3 &amp; 4</b>	<b>Total</b>
Verbal Warnings	3	23	26
Written Warnings	2	7	9
Fines	1	242	243
Verbal Evictions	0	0	0
Written Evictions	0	0	0
RCMP	0	0	0
Emergency Medical Services	0	0	0
<b>TOTALS</b>	<b>6</b>	<b>272</b>	<b>278</b>

<b><u>Bylaw Name</u></b>	<b><u>Estimate number of issues</u></b>
Parking and Traffic Regulations Bylaw	10
Management of Public Areas Bylaw	2
Property Maintenance Bylaw	6
Short Term Rental Bylaw	4
Noise Regulation Bylaw	0
Encroachment Bylaw	5
Boating and Foreshore Bylaw	0
Tree and Plant Bylaw	1
Animal Control Bylaw	8
No Smoking Bylaw	0
Littering Bylaw	0
Canvassing, Panhandling and Busking Bylaw	0
Sunnyside Campground Bylaw	5
Cabins at Cultus Lake Bylaw	0
Burning Conditions & Restrictions	1
<b>TOTAL</b>	<b>42</b>

**Extracted from 2020 Stats**

<b><u>2020 Statistics</u></b>	<b><u>Zone 1&amp;2</u></b>	<b><u>Zone 3&amp;4</u></b>	<b><u>Total</u></b>
Verbal Warnings	0	18	18
Verbal Evictions	0	0	0
Written Warnings	0	5	5
Occurrences	0	0	0
Fines	0	8	8
Tows	0	0	0
Written Evictions	0	0	0
RCMP	0	0	0
Emergency Medical Services	0	0	0
Vehicle Immobilization	0	0	0

**STRATEGIC PLAN:**

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:

Approved for submission to the Board:

  
\_\_\_\_\_  
Rachel Litchfield  
Manager of Corporate Services /  
Corporate Officer

  
\_\_\_\_\_  
Joe Lamb  
Chief Administrative Officer





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** Feb 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Warren Mazuren  
Fire Chief, Cultus Lake Volunteer Fire Department

**SUBJECT:** 2021 Fire Department Fourth Quarter Report

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#### PURPOSE:

To provide the Board with information on the activities of the Cultus Lake Volunteer Fire Department for the months of October, November, and December of 2021.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the 2021 Cultus Lake Volunteer Fire Department Fourth Quarter report for information.*

#### BACKGROUND:

The Fourth Quarter of 2021 was about average in call volume compared to last year's Fourth Quarter.

There were six (6) calls in October, sixteen (16) calls in November, and six (6) calls in December of 2021. Last year there was twenty (29) calls in the Fourth Quarter.

Seven (7) calls were in the "FVRD Electoral H", six (6) calls were in the Park, and eleven (11) calls were on Soowahlie First Nation.

The CLVFD received a modified golf cart thanks to the generous donations of the Chilliwack Lions Club. In addition, the CLVFD received a Basket Litter Wheel also by generous donation of the Chilliwack Lions Club.

The Salvation Army Annual Canned Food Drive was a great success.

The CLVFD continued with maintenance training as the requirements in Playbook. In house training was utilized during these months as most of the training opportunities we usually attend were postponed.

CLVFD was busy dealing with the November flooding events in the area and had received six (6) calls over the course of the flooding.

As a reminder, members of the public may come across an emergency scene at any time. There is no time at an emergency to delay. If you arrive at a scene where a firehose is placed across a street or way of travel, you are not legally allowed to drive over it. This puts firefighters and members of the public at extreme risk.

### **STRATEGIC PLAN:**

This report does not impact the Board's Strategic Plan Initiative.

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Prepared by:



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Warren Mazuren  
Fire Chief

Approved for submission to the Board:



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Joe Lamb  
Chief Administrative Officer



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0870  
**SUBMITTED BY:** Katrina Craig, Lease Administrator  
**SUBJECT:** Lease Assignments | Fourth Quarter 2021

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#### PURPOSE:

To provide the Board with an update of the residential lease assignments and lease administration activity that occurred during the months of October through December 2021.

#### DISCUSSION:

During the fourth quarter of 2021, the Park processed the following: (3) family assignment and (4) residential assignments: lease transfers totaling (7) for the quarter; and

(36) Requests for Title Searches for various reasons, such as: building permits, listings of houses for sale, and personal banking or purchases; and

(5) Mortgage Refinances/Filing Mortgages; and (5) Mortgage Discharges.

#### RECOMMENDATION:

***THAT*** the Cultus Lake Park Board receive the 2021 Lease Assignments Fourth Quarter report for information.

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**DATE OF ASSIGNMENT:** OCTOBER 29, 2021  
**PROPERTY:** 612 MOUNTAIN VIEW ROAD, CULTUS LAKE BC V2R 4Z5  
**SALE PRICE:** \$1,170,000

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**DATE OF ASSIGNMENT:** NOVEMBER 1, 2021  
**PROPERTY:** 140 FIRST AVENUE, CULTUS LAKE BC V2R 4Y6  
**SALE PRICE:** \$1,300,000

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DATE OF ASSIGNMENT: **NOVEMBER 22, 2021**  
PROPERTY: **255 FIRST AVENUE CULTUS LAKE BC V2R 4Z2**  
SALE PRICE: **N/A FAMILY TRANSFER**

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DATE OF ASSIGNMENT: **NOVEMBER 29, 2021**  
PROPERTY: **302 SECOND AVENUE, CULTUS LAKE BC V2R 4Y5**  
SALE PRICE: **\$1,789,900**

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DATE OF ASSIGNMENT: **NOVEMBER 30, 2021**  
PROPERTY: **526 PARK DRIVE, CULTUS LAKE BC V2R 4Z8**  
SALE PRICE: **N/A FAMILY TRANSFER**

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DATE OF ASSIGNMENT: **DECEMBER 6, 2021**  
PROPERTY: **218 LAKESHORE DRIVE, CULTUS LAKE BC V2R 5A1**  
SALE PRICE: **\$3,200,000**

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DATE OF ASSIGNMENT: **DECEMBER 17, 2021**  
PROPERTY: **298 HEMLOCK STREET, CULTUS LAKE, BC, V2R 4Y7**  
SALE PRICE: **N/A – FAMILY TRANSFER**

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**STRATEGIC PLAN:**

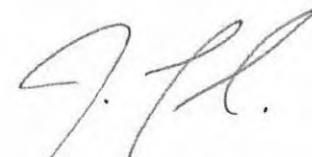
This report does not impact the Board's Strategic Plan Initiative.

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Prepared by:

  
\_\_\_\_\_  
Katrina Craig  
Lease Administrator

Approved for submission to the Board:

  
\_\_\_\_\_  
Joe Lamb,  
Chief Administrative Officer



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2021 **FILE:** 0550

**SUBMITTED BY:** Rachel Litchfield,  
Manager of Corporate Services / Corporate Officer

**SUBJECT:** Office Closure – Lunch Break

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#### PURPOSE:

The purpose of the report is to provide the Board with information on the proposed office closure for lunch time.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board approve that the Cultus Lake Park office close for lunch breaks, Monday to Friday, Noon to 1 pm commencing April 1, 2022.*

#### DISCUSSION:

Staff are requesting that the office be closed from Noon to 1pm daily to allow staff to take their lunch breaks. Staff feel the proposed closure would improve staff's work productivity and increase efficiency in the office. In addition, staff would then not be required to leave their work duties to cover for the hour another staff member may be gone. If approved, staff recommend that the office closure commence April 1, 2022.

#### STRATEGIC PLAN:

This report does impact the Cultus Lake Park Board's Strategic Plan Initiative because it relates to

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Prepared by:

Approved for submission to the Board:

  
\_\_\_\_\_  
Rachel Litchfield  
Manager of Corporate Services/  
Corporate Officer

  
\_\_\_\_\_  
Joe Lamb  
Chief Administrative Officer





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Administrative Policy – Signage Standardization Policy

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#### **PURPOSE:**

The purpose of the report is to provide the Board with an Administrative Policy with respect to standardizing the implementation of signage throughout the community.

#### **RECOMMENDATION:**

***THAT** the Cultus Lake Park Board approve the Signage Standardization Policy.*

#### **DISCUSSION:**

In September 2021, staff identified the importance of introducing a policy to guide staff in the design and execution of signage throughout Cultus Lake Park to create uniformity. In alignment with Transport Canada, staff outlined the attached guiding document with respect to the process, material, placement, and maintenance of all signage. Following this, staff began cataloguing the signs located throughout the residential and public areas of the park into two documents.

The Signage Inventory is a comprehensive document clearly identifying each type, material, size, units, pole dimensions and damages of each sign in a specific area. In addition, staff have included any needed action to repair damage and updates required as per the policy. This will enable staff to prioritize repairs and/or replacements efficiently.

The Graphic Sign Index separates all signage by three categories Parking and Stopping, Regulatory and Miscellaneous. Each sign is given a unique code which will assist in identifying the correct signage as per the Signage Inventory document. This working document can be updated to reflect any necessary changes to current signs and the introduction of new signs throughout the park.

Staff would like to implement a policy to standardize design and implementation of signage to aid in obtaining motorist compliance, enhance enforceability and increase recognition of key messaging throughout the community.

Attachment 1 - Signage Policy  
Attachment 2 - Signage Inventory  
Attachment 3 – Graphic Sign Index

## STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:



Amanda Nadeau  
Communication,  
Media and Events Coordinator

Approved for submission to the Board:



Joe Lamb  
Chief Administrative Officer



## CULTUS LAKE PARK

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### Administrative Policy

Section:		
Sub-Section:		
Title:	Signage Standardization Policy	

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#### APPROVALS

Approval Date:	Approved by:
Amended:	Approved by:
Amended:	Approved by:
Amended:	Approved by:

## **PURPOSE**

This policy is intended to provide direction on implementation and installation of signage in Cultus Lake Park.

## **DESIGN PROCESS**

Signage shall not be permitted in facilities and on lands in Cultus Lake Park without prior written approval from Cultus Lake Park. Organizations or persons proposing to install signage must submit the completed Signage Application Form, including the design of the proposed signage. Signage must be aligned with Cultus Lake Park colour and brand standards, with the exception of standard warning signage. Applications that meet all requirements may be approved by the Chief Administrative Officer or other designate.

## **MATERIAL**

Roadway signs shall be made of sheet aluminum and in some situations can be made of steel for a magnetic surface. Signage located near roadways or at the entrance of paid parking lots should be coated with a reflective surface to aid in visibility for night driving. If a sign is larger than 3ft x 3ft, it must be placed on a plywood backing for additional support. All plywood backings must be painted white prior to signage installation.

Decals can be used on surfaces where signage is required to instruct an individual on a process or provide information that is seasonal or subject to change.

Posters, advertisements and flyers should only be installed on Public Bulletin Boards, unless otherwise approved by the Chief Administrative Officer. Posted items shall be no larger than 8.5 x 11 unless otherwise approved by the Chief Administrative Officer or other designate either for business or community related postings. Posting material must be dated and be replaced and/or removed every 30 days.

## **STANDARDIZATION OF PLACEMENT**

A sign should be within a driver's field of vision in order to command attention. A driver traveling at the speed limit must have time to comprehend the sign and have adequate time to execute an appropriate response. Signs should not block sight lines for traffic entering or leaving a roadway. Standard placement may be considered under the following subheadings:

### **SIDE OF ROADWAY**

The general rule is to locate signs on the right-hand side of the roadway, where drivers are accustomed to seeing them. In the situation when there is poor visibility of a primary sign, it may be desirable to supplement it with a second sign placed on the left side of the roadway. This is common on divided roadways and on one-way streets with two or more lanes.

## **HEIGHT**

All signs should be mounted with the following standard: bottom of the sign 1.5m above the nearest traveled roadway edge. The height may be increased to 2m under special circumstances approved by the Chief Administrative Officer or other designate, such as an obstruction in the line of sight. Where two or more signs are required on the same post, the height to the bottom of the lowest sign may be reduced by 0.3m. On a road with curb and gutter and/or sidewalk, or where parking or pedestrian movements are likely, the lowest sign in any assembly should be mounted 2.1m above the sidewalk or shoulder. Signs should not exceed height of 8ft from the ground or paved surface. Under special circumstances, total height may be adjusted if approved by the Chief Administrative Officer or other designate.

## **ANGLE**

All signs should be mounted approximately at right angles to the traffic flow and facing the traffic they are intended to serve, except urban Parking and Stoppings, which should be nearer parallel to the traffic flow.

Parking control signs are used to notify the motorist of parking restrictions as specific on the sign. The sign should be erected where the restriction is in effect and be oriented to 30 to 45 degrees from the curb line. Signs without arrows should be placed at 90 degrees to the roadway. Parking control signs with arrows should be repeated at approximately 100m intervals.

## **SIGN POSTS AND BASES**

Wooden (4ft x 4ft) and metal posts may be used. Concrete sign bases must be flush with the graded ground level or be located behind roadside barrier. More than one post will generally be required if a sign is 1.2m or more in width or has an area greater than about one square meter.

## **MAINTENANCE**

A clean, legible and properly mounted sign in good condition commands respect of drivers and visitors. It is important that signs be well maintained. To ensure proper maintenance, a suitable schedule should be established for the inspection. Cleaning of signs should occur at least twice a year and signs should be replaced immediately when damaged or missing. One inspection per year should be carried out at night to ensure adequate brilliance of reflectorized surfaces. Care should be taken that vegetation does not obstruct the sight line of a traffic sign.



LOT A

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S010	CLP Parking Lot Signage	Alupanel	12x18	16	Wood	3.5x3.5	Y – 1 unit	Y – 1 unit	Replace missing signs
S010	CLP Parking Lot Signage	Alupanel	3x3	1	Wood	3.5x3.5	N	N	
S019	QR Code	Alupanel	12x18	17	Wood	3.5x3.5	N	N	
S020	QR Code	Alupanel	18x44	1	Wood	3.5x3.5	N	N	
S004	Residential Reserved Parking	Alupanel	18x12	5	On fence	N/A	N	N	Remove plywood backing
S017	Handicap Parking	Alupanel	12x18	3	Wood	1.5x5.5	N	N	Beyond 8ft; Update to new brand; Remove plywood backing
S005	RCMP Parking	Alupanel	16x24	1	Wood	4x4	N	N	Beyond 8 ft; Remove plywood backing
M002	Invasive Species	Alupanel	18x24	1	Wood	1.5x5.5	N	N	
M001	Trans Canada Trail	Alupanel	6x6	1	On fence	N/A	N	N	
M001	Trans Canada Trail	Alupanel	12x12	2	Wood	4x4	N	N	
R001	No Angling	Alupanel	6x6	1	On fence	N/A	N	N	
R003	Public Area Bylaws	Alupanel	24x36	1	Wood	1.5x5.5	N	N	
S002	No Parking Left Arrow	Alupanel	12x12	1	On fence	N/A	N	N	
S001	No Parking Right Arrow	Alupanel	12x12	1	On fence	N/A	N	N	
S003	No Parking Two Arrows	Alupanel	12x12	1	On fence	N/A	N	N	
M007	Rates Decal	Vinyl	2x8	3	On meter	N/A	N	N	Replace with winter rates
M005	No Receipt Decal	Vinyl	2x5	2	On meter	N/A	N	Y	Missing one
M006	No Funding Decal	Vinyl	1.5x4	3	On meter	N/A	N	N	

\*\* Random metal pole near RCMP parking to be removed

ATTACHMENT 2

LOT B

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S010	CLP Parking Lot Signage	Alupanel	12x18	24	Wood	3.5x3.5	N	N	
S010	CLP Parking Lot Signage	Alupanel - Reflective	3x3	1	Wood	3.5x3.5	N	N	Remove framing
S019	QR Code	Alupanel	12x18	18	Wood	3.5x3.5	N	N	
S020	QR Code	Alupanel	18x44	4	Wood	3.5x3.5	N	N	
S017	Handicap Parking	Alupanel	12x18	3	Wood	3.5x3.5	N	N	Beyond 8ft
S002	No Parking Left Arrow	Alupanel	18x18	1	On Building	N/A	Y	N	Damaged
S001	No Parking Right Arrow	Alupanel	18x18	1	On Building	N/A	Y	N	Damaged
S003	No Parking Two Arrows	Alupanel	12x12	2	On gate	N/A	Y	N	Damaged; plywood backing
S003	No Parking Two Arrows	Alupanel	18x18	1	On gate	N/A	N	N	plywood backing
M007	Rates Decal	Vinyl	2x8	5	On meter	N/A	N	N	Replace with winter rates
M005	No Receipt Decal	Vinyl	2x5	5	On meter	N/A	N	Y	
M006	No Funding Decal	Vinyl	4x6	2	On meter	N/A	N	N	
M006	No Funding Decal	Vinyl	1.5x4	3	On meter	N/A	N	N	
S012	Motorcycle Parking	Alupanel	12x18	2	Wood	3.5x3.5	N	N	Beyond 8ft
R005	Do not enter - Authorized	Alupanel	18x24	2	Wood	1.5x5.5	N	N	plywood backing
M004	Trail Closed	Chloroplast	12x18	2	Wood	4x4	N	N	pole too short; not at top of post; change material
S021	Oversized Vehicle - Left arrow	Alupanel	12x18	1	Wood	3.5x3.5	N	N	Not at top of post
S022	Oversized Vehicle - Right arrow	Alupanel	12x18	1	Wood	3.5x3.5	N	N	Pole is on an angle; too many signs on the pole
S009	Lot Full	Alupanel	4x4	1	Wood	3.5x3.5	N	N	Not at top of post
S008	Stop Sign	Alupanel	24x24	1	Wood	3.5x3.5	N	N	
R006	Do Not Enter	Alupanel	18x18	2	Wood	3.5x3.5	N	N	Not at top of post; one on angle
R007	Crosswalk	Alupanel - Reflective	24x29.5	4	Wood	3.5x3.5	N	N	

LOT C

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
<b>S010</b>	CLP Parking Lot Signage	Alupanel	12x18	4	Wood	3.5x3.5	N	N	Remove one on back of Stop Sign
<b>S010</b>	CLP Parking Lot Signage	Alupanel	8x4	1	Wood	3.5x3.5	N	N	6ft tall - exception for residents
<b>S019</b>	QR Code	Alupanel	12x18	3	Wood	3.5x3.5	N	N	One on lattice
<b>S020</b>	QR Code	Alupanel	18x44	1	Wood	3.5x3.5	N	N	
<b>M002</b>	Invasive Species	Alupanel	18x24	1	Wood	3.5x3.5	N	N	Not at top of post; location not ideal
<b>R002</b>	Public Area Bylaws	Alupanel	18x24	1	Wood	3.5x3.5	Y	N	Stickers; plywood backing; update to all bylaws
<b>S001</b>	No Parking Right Arrow	Alupanel	12x18	1	Wood	1.5x5.5	N	N	Plywood backing
<b>S003</b>	No Parking Two Arrows	Alupanel	12x12	1	On gate	N/A	N	N	Plywood backing
<b>M007</b>	Rates Decal	Vinyl	2x8	1	On meter	N/A	N	N	Replace with winter rates
<b>M005</b>	No Receipt Decal	Vinyl	2x5	1	On meter	N/A	N	Y	
<b>M006</b>	No Funding Decal	Vinyl	4x6	1	On meter	N/A	N	N	
<b>S008</b>	Stop Sign	Alupanel	24x24	1	Wood	3.5x3.5	N	N	Plywood backing
<b>S016</b>	Public Parking	Alupanel	4x8	10	On bullards	NA	Y	N	1 unit damaged
<b>R004</b>	Boat Trailer Parking	Alupanel	12x18	2	Wood	3.5x3.5;1.5x5.5	N	N	Plywood backing
<b>M003</b>	Boat Removal Sign	Alupanel	18x27.5	1	Wood	1.5x5.5	N	N	Plywood backing

**\*\* No Accessible Parking signage in this lot**

LOT D

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
<b>S010</b>	CLP Parking Lot Signage	Alupanel	12x18	8	Wood	3.5x3.5	N	N	
<b>S010</b>	CLP Parking Lot Signage	Alupanel	3x3	2	Wood	3.5x3.5	N	N	
<b>S019</b>	QR Code	Alupanel	12x18	8	Wood	3.5x3.5	N	N	
<b>S020</b>	QR Code	Alupanel	18x44	1	Wood	3.5x3.5	N	N	
<b>Meter Missing</b>	Rates Decal	Vinyl	2x8	3	On meter	N/A	N	N	Replace with winter rates
<b>Meter Missing</b>	No Receipt Decal	Vinyl		2	On meter	N/A	N	Y	
<b>Meter Missing</b>	No Funding Decal	Vinyl		3	On meter	N/A	N	N	
<b>S011</b>	Lot Directional Signage Left Arrow	Steel	32x48	1	Fence	N/A	Y	N	Bent

## PLAZA

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
<b>S010</b>	CLP Parking Lot Signage	Alupanel	12x18	4	Wood	3.5x3.5	N	N	One too low 6ft
<b>S010</b>	CLP Parking Lot Signage	Alupanel	3x3	7	Wood	3.5x3.5	N	N	Remove framing, one too low
<b>S014</b>	QR Code	Vinyl	10x24	2	On meter	N/A	N	N	
<b>S001</b>	No Parking Right Arrow	Alupanel	12x12	2	On Bullard; Washrooms	N/A	Y	N	Replace
<b>S007</b>	No Parking Left Arrow	Alupanel - Reflective	12x18	1	On fence	N/A	N	N	
<b>S003</b>	No Parking Two Arrows	Alupanel - Reflective	12x18	1	On fence	N/A	N	N	
<b>S003</b>	No Parking Two Arrows	Alupanel	12x12	1	On gate	N/A	N	N	Plywood backing
<b>M007</b>	Rates Decal	Vinyl	2x8	1	On meter	N/A	N	N	Replace with winter rates
<b>M005</b>	No Receipt Decal	Vinyl	2x5	1	On meter	N/A	N	Y	
<b>M006</b>	No Funding Decal	Vinyl	1.5x4	1	On meter	N/A	N	N	
<b>S008</b>	Stop Sign	Alupanel	24x24	3	Wood;Metal	3.5x3.5	N	N	Remove white post; two low 6.5ft
<b>S043</b>	15 Min Parking	Alupanel	12x18	9	Metal in cement	N/A	N	N	Plywood backing
<b>S013</b>	Motorcycle Parking	Alupanel	12x18	1	On fence	N/A	N	N	Plywood backing
<b>S023</b>	Dog Park Parking	Alupanel - Reflective	12x18	3	On fence	N/A	N	N	
<b>S015</b>	Staff Parking	Alupanel	12x18	4	On fence	N/A	N	N	
<b>R011</b>	Dog Park Closure	Alupanel	12x18	1	On fence	N/A	N	N	
<b>R008</b>	Plaza Leaseholder Garbage	Alupanel	12x18	6	On fence	N/A	N	N	
<b>R009</b>	Dog on Leash	Alupanel	16x24	1	Metal	N/A	N	N	Plywood backing; Too low
<b>S011</b>	Lot D Location	Steel	32x48	1	Wood	3.5x3.5	N	N	

## FORESHORE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
M026	Gazebo Information	Alupanel	12x18	3	On Building	N/A	N	N	
M024	Sockeye Information	Metal	74.5x50	1	Metal Stand	N/A	Y	N	Full Replacement
R001	No Angling	Alupanel	6x6	2	On Bridge	N/A	N	N	
R003	Public Areas Bylaw	Alupanel	24x36	1	Wood	3.5x3.5	N	N	
R025	No Jumping	Plexi	9x11.5	2	On Bridge	N/A	Y	N	Full Replacement
R028	Surveillance	Alupanel	12x18	1	On Light Pole	N/A	N	N	Plywood backing
M001	Trans Canada Trail	Decal	2x2		On all Lights	N/A	Y	N	Replacement for one
M025	Sun Smart	Alupanel	23.5x29.5	1	On Washroom	N/A	Y	N	Update with branding
R026	Docks Closed	Chloroplast	12x24	3	Wood	3.5x3.5	N	N	
M001	Trans Canada Trail	Alupanel	12x12	1	Metal	N/A	Y	N	Tear Down
M016	Block Watch	Alupanel	15x24	1	Metal	N/A	Y	N	Tear Down
R029	Alcohol Consumption	Alupanel	18x24	1	Wood	4x4	Y	N	Needs to be cleaned or replaced, plywood backing
Oak Street									
S010	Cultus Lake Parking Sign	Alupanel	12x18	1	Wood	3.5x3.5	N	N	
S020	QR Code Sign	Alupanel	18x44	1	Wood	3.5x3.5	N	N	
M006	No Funding Decal	Decal	4x6	1	On Meter	N/A	N	N	
M005	No Receipt Decal	Decal	2x5	1	On Meter	N/A	N	N	
M007	Rates Decal	Decal	2x8	1	On Meter	N/A	N	N	

## OFFICE AND CABINS

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S042	5 Min Office Parking Right Arrow	Alupanel	12x18	1	Wood	3.5x3.5	N	N	Sign is under 8ft from the ground; remove plywood
S041	Cabins Parking	Alupanel	12x18	1	Wood	4x4	N	N	Sign is under 8ft from the ground; remove plywood
S040	Cabins Parking Right Arrow	Alupanel	12x18	1	Wood	3.5x3.5	N	N	Sign is under 8ft from the ground; remove plywood
S039	Staff Parking Two Arrows	Alupanel	12x18	2	Wood	4x4	N	N	Sign is under 8ft from the ground; remove plywood
M011	Towing	Alupanel	6x12	1	Wood	4x4	N	Y	Add to all other poles around lot
S037	5 Min Office Parking Left Arrow	Alupanel	12x18	1	Wood	3.5x3.5	N	N	Not at top of pole
Visitor Services									
M022	Cabins Information	Alupanel	36x24	1	Fence	N/A	N	N	Update to new branding
M023	Policing Office	Alupanel		1	Building	N/A	N	N	One sign to include both Visitor Services/Policing
Cabins									
S041	Cabins Parking	Alupanel	12x18	6	Wood	1.5x5.5	N	N	Plywood backing, poles at different heights
M011	Towing	Alupanel	6x12	1	Wood	1.5x5.5	N	N	Add to all other poles around lot

## COMMUNITY HALL

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S038	Community Hall Parking	Alupanel	12x18	2	Wood	3.5x3.5	Y	N	Not straight; plywood backing/sign not at top of the pole, replace one sign
M011	Towing	Alupanel	12x6	2	Wood	3.5x3.5	N	N	
R024	No Liquor or Money	Alupanel/Reflective	23.5x17.5	1	Building	N/A	N	N	

## SUNNYSIDE BLVD

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S024	Permit Parking Beyond This Point	Alupanel	32x48	2	wood	3.5x3.5	N	N	
R007	Crosswalk Signs	Alupanel	24x29.5	4	wood	3.5x3.5	N	N	
M008	Marina Ahead	Alupanel	36x36	1	On Kiosk	N/A	N	N	
S025	Fire Department Parking	Alupanel	12x23.5	2	wood	3.5x3.5	N	N	Plywood backing
M009	Cultus Lake Firehall	Alupanel		1	On Building	N/A	N	N	Update with new logo
M010	Volunteers Needed (fire hall)	Alupanel		1	On Building	N/A	N	N	
S001	No Parking Right Arrow	Alupanel	12x12	1	On Bullard	N/A	N	N	
S006	No Parking (right arrow)	Alupanel	12x18	3	wood	3.5x3.5	N	N	Plywood backing
S007	No Parking (left arrow)	Alupanel	12x18	3	wood	3.5x3.5	N	N	Plywood backing
S026	Permit Parking Only	Alupanel	12x18	17	wood	3.5x3.5	N	N	Many with Plywood backing
M011	AJ Towing	Alupanel	6x12	9	wood	3.5x3.5	N	N	On poles with PP signs. Many plywood
S027	No Parking (no arrows)	Alupanel	12x18	1	on gate	N/A	N	N	Plywood backing
R010	No Dumping	Alupanel	6x12	5	wood	3.5x3.5	N	N	Should be removed, wrong bylaw. Plywood
S008	Stop Sign	Alupanel	24x24	1	wood	3.5x3.5	N	N	Plywood backing
R018	School Zone	Alupanel	23x23.5	2	wood	3.5x3.5	N	N	Plywood backing
M012	Atlas Alarms	Aluminum	13.5x13	1	On Fence	N/A	N	N	
R012	No Public Entry	Vinyl	24x24	1	On Fence	N/A	N	N	
M013	70 Sunnyside Blvd (Public Works)	Alupanel	17.5x24	2	On Fence	N/A	N	N	
R013	No Entry Park Staff Only	wood	18x24	1	On Fence	N/S	Y	N	worn and weathered/Potential for replacement
R019	Speed Limit	Alupanel	24x30	1	metal	N/A	N	N	
M016	Block Watch	Alupanel	18x24	1	metal	N/A	N	N	
M027	Street Sign	Alupanel	N/A	1	metal	N/A	N	Y	No street signs along SS at residential streets
R027	Hazard warning	Alupanel	12x35.5	3	wood	3.5x3.5	N	N	
S044	No Stopping Bus Stop left arrow	Alupanel	12x18	1	metal	N/A	N	N	
S045	No Stopping Bus Stop right arrow	Alupanel	12x18	1	metal	N/A	N	N	
M017	Bus Stop	Alupanel	4x24	2	metal	N/A	N	N	

## LAKESHORE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
R023	Speed Limit 15 Max	Alupanel	24x29.5	1	wood	3.5x3.5	N	N	Plywood backing
R020	km/hr	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing
M001	Trans Canada Trail	Alupanel	12x12	3	pole and sign	N/A	N	N	Plywood backing
S003	No Parking double arrow	Alupanel	12x12	4	pole and fence		N	N	Plywood backing
S002	No Parking left arrow	Alupanel	12x12	2	pole and fence	N/A	N	N	Plywood backing
S001	No Parking right arrow	Alupanel	12x12	3	Pole and fence	N/A	N	N	Plywood backing
S024	Permit Parking Only Beyond	Alupanel	32x48	3	metal and wood	N/A	Y	N	fix sign on Columbia Valley
S046	No Parking no arrows	Alupanel	24x24	1	On Gate	N/A	N	N	
S026	Permit Parking Only	Alupanel	36x48	1	wood	3.5x3.5	N	N	Plywood backing
M011	AJ Towing	Alupanel	6x36	1	wood	3.5x3.5	N	N	Plywood backing
R021	No dogs or alcohol	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing
S026	Permit Parking Only	Alupanel	12x18	7	wood/concrete blocks	N/A	Y	N	straighten poles and make more visible
S034	No Parking (words)double arrow	Alupanel	12x18	2	Concrete wall and fence	N/A	N	N	Plywood backing
S035	Reserved Parking address	Alupanel	12x18	1	metal	N/A	N	N	Plywood backing
M021	No camping or fires	Alupanel	12x18	1	on power pole	N/A	N	N	Plywood backing
M020	Public washrooms	Alupanel	12x18	1	on power pole	N/A	N	N	Plywood backing
S014	Cultus Lake Sewer SL	Alupanel	12x18	1	fence	N/A	N	N	
M027	Street Sign	Alupanel	N/A	3	metal	N/A	N	N	

## MUNROE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	5	wood	3.5x3.5	N	N	Plywood backing
S008	Stop Sign	Alupanel	24x24	1	metal	N/A	N	N	
S036	313 Munroe Private Parking	Alupanel	12x18	2	Concrete	N/A	N	N	Not sure if parks but posted on park property.
M019	Public Access	Alupanel	12x18	1	Fence	N/A	N	N	Plywood backing
S035	Reserved Parking address	Alupanel	12x18	4	Metal	N/A	N	N	
S002	No Parking left arrow	Alupanel	12x12	1	metal	N/A	N	N	
S001	No Parking right arrow	Alupanel	18x18	2	metal	N/A	N	N	
M027	Street Signs	Alupanel	N/A	1	metal	N/A	N	N	

## FIRST

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	4	wood	3.5x3.5	N	Y	Plywood backing/Need signs at entrances to street
S047	Do not enter	Alupanel	24x24	1	wood	3.5x3.5	Y	N	Faded/Plywood backing
S002	No Parking left arrow	Alupanel	12x12	1	wood	3.5x3.5	N	N	
S001	No Parking right arrow	Alupanel	12x12	1	wood	3.5x3.5	N	N	
S031	Fire Lane	Alupanel	12X18	4	wood	3.5x3.5	N	N	Plywood backing
S031	Fire Lane	Alupanel	16X24	2	wood	3.5x3.5	N	N	Plywood backing
S003	No Parking double arrow	Alupanel	12x18	1	On Structure	N/A	N	N	
S001	No Parking right arrow	Alupanel	12x18	1	On Structure	N/A	N	N	
M014	Cultus Lake Sewer SL	Alupanel	12x18	1	On Structure	N/A	N	N	
R021	No dogs or alcohol	Alupanel	16x24	6	wood	3.5x3.5	N	N	Plywood backing
M015	Authorized Personnel	Alupanel	12x18	1	On Structure	N/A	N	N	
S030	Main Beach Boat Staff Park	Alupanel	12x18	3	metal and wood	N/A	N	N	Wrong bylaw needs replacing
S029	No Parking Tow Away Zone double arrow	Alupanel	12x18	1	metal	N/A	N	N	
M027	Street Sign	Alupanel	N/A	9	metal	N/A	N	N	Not at Maple, Birch, Cedar, Fir

## SECOND

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	3	metal and wood	N/A	N	N	Plywood backing
R015	4 way	Alupanel	4x17.5	1	metal and wood	N/A	N	1	
S029	Tow away zone double arrow	Alupanel	12x18	1	metal	N/A	N	N	
R006	Do not enter	Alupanel	24x24	1	wood	3.5x3.5	N	N	Plywood backing
S002	No parking right arrow	Alupanel	12x12	1	wood	3.5x3.5	N	N	
S001	No Parking left arrow	Alupanel	12x12	1	wood	3.5x3.5	N	N	
M027	Street Sign	Alupanel	N/A	1	metal	N/A	N		

## FIR

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	could use at 2nd	
S008	Stop Sign	Alupanel	24x24	4	wood and metal	3.5x3.5	N	N	clean
R022	One Way	Alupanel						Y	Missing at 1st no sign present
S028	Church Parking Only	Alupanel	12x18	5	wood	3.5x3.5	N	N	Should update as reserved parking
R015	4 Way	Alupanel	4x17.5	2	wood and metal	3.5x3.5	N	N	clean
M027	Street Sign	Alupanel	N/A	2	metal	N/A	N	N	

## HEMLOCK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	Y	Could use sign at 2nd
S008	Stop Sign	Alupanel	24x24	2	wood and metal	3.5x3.5	N	N	Pole at 2nd should be metal
M027	Street Sign	Alupanel	N/A	2	wood and metal	3.5x3.5	N	N	Pole should be metal/may not be parks
R014	Children at play	Alupanel	12x18	1	metal	N/A	N	N	Not sure it is a park sign

## SPRUCE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	could use at 2nd	Replace pole
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	Y	N	Replace faded
M027	Street Sign	Alupanel	N/A	1	metal	N/A	N	N	no sign at 2nd

## BALSAM

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	Y	could use sign at 1st/replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	Plywood backing
R022	One Way	Alupanel	17x23.5	1	metal	N/A	Y	N	weathered and cracking/Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	N	

PINE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	Y	no sign at 1st end/replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	Y	N	Plywood backing/FADED SIGN
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	N	

CEDAR

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	could use at 1st	replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	wood backing/Pole at Sunnyside needs to be straightened/ faded
R022	One Way	Alupanel	18x24	1	metal	N/A	N	N	
M027	Street sign	Alupanel	N/A	1	metal	N/A	N	Y	NO SIGN AT 1ST

ALDER

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	Y	replace pole/Plywood backing/faded/needat 1st
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	N	

BIRCH

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	could use at 1st	replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	Plywood backing
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	1	metal	N/A	N	Y	No sign at 1st

MAPLE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	Y	could use at 1st	replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	Y	No sign at 1st

WILLOW

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	Y	could use at 1st	replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	Plywood backing
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	N	

## OAK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	Y	Missing at 1st/replace pole/Plywood backing
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	Plywood backing
R022	One Way	Alupanel	17x23.5	1	metal	N/A	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	2	metal	N/A	N	N	

## MOUNTAINVIEW

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing
S008	Stop Sign	Alupanel	24x24	1	metal	N/A	N	N	
M027	Street sign	Alupanel	N/A	1	metal	N/A	N	N	
S003	No Parking Double Arrow	Alupanel	12x12	2	wood	3.5x3.5	N	N	
R019	Speed Limit Max 30	Alupanel	24x30	2	wood and me	3.5x3.5	N	N	Plywood backing
R020	KM/H	Alupanel	12x24	1	wood	3.5x3.5	N	N	Plywood backing
R019	Speed Limit	Alupanel	18x24	1	wood	3.5x3.5	N	N	Plywood backing
M016	Block Watch	Alupanel	18x24	1	metal	N/A	N	N	

## PARK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S026	Permit Parking Only	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing
S008	Stop Sign	Alupanel	24x24	1	wood	3.5x3.5	N	N	Plywood backing
M027	Street sign	Alupanel	N/A	1	metal	N/A	N	N	
S003	No Parking double arrow	Alupanel	12x12	3	wood	3.5x3.5	N	N	Plywood backing
S034	No Parking double arrow	Alupanel	12x18	3	wood	3.5x3.5	N	N	Plywood backing
S032	No Stopping double Arrow	Alupanel	12x12	3	wood and me	3.5x3.5	N	N	
R019	Speed Limit 30km	Alupanel	32.5x29.5	1	wood	3.5x3.5	N	N	Plywood backing
M001	Trans Canada Trail	Alupanel	6x6	11	wood and me	3.5x3.5	N	N	Plywood backing
M016	Block Watch	Alupanel	18x24	1	metal	N/A	N	N	Plywood backing
M001	Trans Canada Trail	Alupanel	12x12	2	wood	3.5x3.5	N	N	Plywood backing
R019	Speed Limit 30km	Alupanel	18x24	2	wood	3.5x3.5	N	N	Plywood backing
R016	Left Turn	Alupanel	24x24	1	wood	3.5x3.5	N	N	Plywood backing
R017	Wash and clean Up After Drive	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing
S002	No Parking left arrow	Alupanel	12x18	1	on bullard	N/A	N	N	Plywood backing
S003	No Parking Double Arrow	Alupanel	12x18	1	wood	3.5x3.5	N	N	Plywood backing

## NORTH LANE FIR

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S033	No Parking In Lane	Alupanel	12x18	3	wood	3.5x3.5	N	N	
S003	No Parking double arrow	Alupanel	12x12	4	wood	3.5x3.5	N	N	

## NORTH LANE HEMLOCK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	2	wood	3.5x3.5	Y	N	FADED
S033	No Parking In Lane	Alupanel	12x18	1	wood	3.5x3.5	N	sign @ 2nd / pole is present	

## NORTH LANE SPRUCE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	3	wood and me	3.5x3.5		missing sign at exit to Spru	Plywood backing
S033	No Parking In Lane	Alupanel	12x18	1	wood	3.5x3.5	No signs at entrances from Spruce		Replace pole at west end of lane

## NORTH LANE BALSAM

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	2	wood and me	3.5x3.5	Y	N	BOTH faded
S033	No Parking In Lane	Alupanel	12x18	2	wood and me	3.5x3.5	N	Y	at the north end and at the Spruce St entrance.

## NORTH LANE PINE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	Y	N	in shrub/ replace sign at Sunnyside/faded
S033	No Parking In Lane	Alupanel	12x18	1	wood	3.5x3.5	N	Y	at 1st entrance

## NORTH LANE CEDAR

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	1	wood	3.5x3.5	N	Y	at 1st end of lane
S033	No Parking In Lane	Alupanel	12x18	2	wood	3.5x3.5	N	N	

## NORTH LANE ALDER

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	1	metal	N/A	Y	Y	n at 1st end/faded and large crack in sign
S033	No Parking In Lane	Alupanel	12x18	1	wood	3.5x3.5	N	Y	at 1st end of lane

## NORTH LANE BIRCH

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	1	metal	N/A	Y	Y	st/Replace sign at Sunnyside/faded/Plywood
S033	No Parking In Lane	Alupanel	12x18	1	wood	3.5x3.5	N	Y	o sign at 1st end/Plywood backing

## NORTH LANE MAPLE

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	1	metal	N/A	N	Y	no sign at 1ST end. Pole in place but has satellite dish on it
S033	No Parking In Lane	Alupanel	12x18	2	wood	3.5x3.5	N	N	Plywood backing

## NORTH LANE WILLOW

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	2	metal	N/A	N	N	
S033	No Parking In Lane	Alupanel	12x18	2	wood	3.5x3.5	1 faded	N	replace faded sign

## NORTH LANE OAK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	2	wood	3.5X3.5	Y	N	faded
S033	No Parking In Lane	Alupanel	12x18	2	wood	3.4X3.5	N	N	

## NORTH LANE MOUNTAINVIEW

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	13	wood	3.5x3.5	N	N	Different heights
S033	No Parking In Lane	Alupanel	12x18	0			N	Y	Needs signs at all entrances to lane/signs at this time
R019	No Dumping	Alupanel	6x12	3	wood	3.5x3.5	N	All signs towards east end	wrong bylaw on signs.

## NORTH LANE PARK

Photo Reference ID	Type	Material	Size	Units	Pole Material	Pole Dimensions	Damages	Missing	Action
S008	Stop Sign	Alupanel	24x24	14	pod and me	3.5x3.5	N	N	includes exits to Mountainview and Park
S033	No Parking In Lane	Alupanel	12x18	2	sign and po	3.5x3.5	N	Need many more	should be signs at all entrances



# ATTACHMENT 3



S001



S002



S003



S004



S009



S010



S011



S012



S017



S018



S019



S020



S025



S026



S027



S028



S033



S034



S035



S036



S005



S006



S007



S008



S013



S014



S015



S016



S021



S022



S023



S024



S029



S030



S031



S032



S037



S038



S039



S040



S041



S042



S043



S044



S045



S046



S047



R001



R002



R003



R004



R007



R008



R009



R010



R013



R014



R015



R016



R019



R020



R021



R022



R025



R026



R027



R005



R006



R023



R011



R012



R024



R017



R018



M001



M002



M003



M004



M008



M009



M014



M015



M016



M017



M021



M022



M023



M027



M024



M018



M006



M007



M011



M012



M013



M019



M020



M025



M026



M005



M010





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Vedder Mountain Bike Festival Special Event

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#### PURPOSE:

To provide the Board with information pertaining to the Vedder Mountain Bike Festival requested to be held from Friday, May 13, 2022 to Sunday, May 15, 2022.

#### RECOMMENDATION:

**THAT** the Cultus Lake Park Board approve the Vedder Mountain Bike Festival Special Event to be held from Friday, May 13 to Sunday, May 15, 2022; and

**THAT** the Cultus Lake Park Board approve waiving parking fees for twenty-five volunteers for the duration of the three-day event.

#### DISCUSSION:

The Vedder Mountain Bike Festival event organizers are requesting Board approval for the Special Event to be held from Friday, May 13 to Sunday, May 15, 2022. The event organizers would have temporary access to the lower gate at Main Beach on Friday, May 13, 2022, to complete placement of the beer garden fencing, vendor tents and award display. The race will commence on Saturday, May 14 to Sunday, May 15, 2022 from 7:00am to 6:00pm daily.

The event organizers, Fraser Valley Mountain Bikers Association have successfully facilitated the Vedder Mountain Bike Festival since 2016, with no damage to the greenspace or facilities.

The event organizers will be applying for a Special Occasion License (SOL) through the Liquor and Cannabis Regulation Branch (BCLCRB) for the operation of the beverage garden. A beverage garden was approved by the Board for the 2016, 2017, 2018 and 2019 events. The BCLCRB approval will require that all regulations be in effect, including security, fencing and licensed servers. The RCMP will be made aware of the SOL and may, from time-to-time, be present at the event in addition to security personnel. The SOL requests that organizers provide access to food sales to accompany the provision of a beverage garden. The event organizers will be working with the Lakeside Beach Club for food sales and an after party. They are promoting the Park's accommodation facilities (Sunnyside Campground and Cabins at Cultus Lake Park) to event participants.

#### Beverage Garden Details

- Entire beverage garden will be fenced with orange snow fencing.
- No minors will be permitted in the beverage garden (need to be 19+ years of age).
- The entrance/exit will be manned by a professional security guard, who will be monitoring numbers and checking IDs.
- The beverage garden dimensions will be 100 feet by 50 feet, with a max capacity of 300.
- The required signage will be posted, which includes: no minors, drink prices, drink limits per purchase, serving hours, entrance/exit.
- Beverage garden serving hours will be as follows – Saturday: 12pm to 6 pm. and Sunday: 1pm to 6 pm.
- Beverage service will be provided by Old Yale Brewing.
- Special Event Server Certificate or Serving it Right Certificate will be provided to the Park office no later than five business days prior to the event.

Streetwise Traffic Controllers will be utilized for the race route along Columbia Valley Highway and Sunnyside Boulevard and will provide staff with the Ministry of Transportation and Infrastructure permit upon approval. The organizers have submitted a map of Cultus Lake Park showcasing the routes for each portion of the race, including the transition area and First Aid tents. The organizers anticipate approximately 200 participants, 50 spectators and 25 volunteers in attendance. The event will be required to follow the current Covid-19 Public Health Orders for outdoor events.

Vedder Mountain Classic fees are as follows:

- Application Fee (non-refundable): \$100
- Rental Fee (0-100+ people Friday): \$100
- Rental Fee (200+ people Saturday, Sunday): \$1000
- Beverage Garden Fee (Saturday, Sunday): \$600
- Security Deposit (refundable; increased to cover potential turf replacement): \$2,000

Total: \$3,800.00

Attachment 1: Vedder Mountain Bike Festival Special Event Application

Attachment 2: FVMBA Letter to the Board

Attachment 3: Site Map – Main Beach

Attachment 4: Streetwise Traffic Control Map

#### STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:

Approved for submission to the Board:



Amanda Nadeau  
Communications, Media and Events  
Coordinator



Joe Lamb  
Chief Administrative Officer



# ATTACHMENT 1

## SPECIAL EVENT APPLICATION

Cultus Lake Park | Phone 604.858.3334 | Fax 604.858.8091  
4165 Columbia Valley Highway, Cultus Lake, BC V2R 5B5  
Email: [reception@cultuslake.bc.ca](mailto:reception@cultuslake.bc.ca) [www.cultuslake.bc.ca](http://www.cultuslake.bc.ca)

Date of Application: January 30, 2022 \*\$100 Application Fee must be received with your application.

Name of Event: Vedder Mountain Bike Festival (VMBF)

Name of Organization: Fraser Valley Mountain Bikers Association (FVMBA)

Contact Name(s): Matt Scott

Mailing Address: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Public Contact Info: \_\_\_\_\_

Would you like your event posted on our website? Yes If yes, please provide event poster.

### EVENT DETAILS:

Date(s) Requested: May 13th - 14th, 2022 Hours of Use: 7 AM - 6 PM

Event Type:      Private Event   X   Free Public Event      Ticketed Event

Location Type:   X   Park/Trail   X   Roadway      Public Facility   X   Main Beach      Parking Area

Event Category:   X   Race/Walk/Cycle   X   Festival/Celebration      Private Event

     Outdoor Market      Parade      Concert/Performance

  X   Charity/Non-profit      Exhibits Other (                      )

Estimated # of Participants: 200/day Estimated # of Staff or Volunteers: 25

Estimated # of Spectators: 50 Event Details: see attached

**Road Closure Required?** Partial If yes, provide copy of transportation plan. Approval from Ministry of Transportation will be required if using Columbia Valley Highway.

**Traffic Control Arrangements:** Tehjay Fox, Streetwise Traffic Controllers **Phone:** 604-799-6750

**General Description of Proposed Route** (Please attach map) \_\_\_\_\_

Main Beach - Sunnyside Blvd - Columbia Valley Hwy.- Parmenter - Vedder Trails

**Set Up/Staging Area** (Please attach map): see attached

**Garbage Cleanup Plan:** We will provide our own bins and dumpster; also, we will do an extensive litter pickup post event.

**First Aid Details (if applicable) Copy of contract to be provided:** Canadian Outdoor Medical

**ADDITIONAL REQUESTS:**

**Washrooms opened early?** X **Porta Potties?** \_\_\_\_\_ **Swim line removal?** \_\_\_\_\_

**Access to water?** X **Community Hall Rental:** \_\_\_\_\_ **Gate Access?** X

**Requested Gazebo(s) (see Bylaw for gazebos included in rental fee):** \_\_\_\_\_

**SPECIAL REQUESTS:** (Special requests must go to the Board for approval. Contact Park office for meeting dates and deadlines.) Please provide details below.

**Food Vendor(s):** Lakeside Beach Club  
(Requires Fraser Health approval, a copy of which must be provided to Park office.)

**Beverage Garden:** Yes - Old Yale is serving.

**Other/Additional Information:** \_\_\_\_\_

**By signing this application, I/we declare that I/we have read and fully understand the Special Event Bylaw requirements and will abide by them before, during and after the event.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_

**Office Use Only:**

Application Fee Receipt # \_\_\_\_\_ # of Garbage Bins: \_\_\_\_\_

Special Request: \_\_\_\_\_

\_\_\_\_\_

Notes/Concerns for CAO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved By CAO: \_\_\_\_\_

Date: \_\_\_\_\_

Cost of Rental: \_\_\_\_\_

Rental Fee/s: \_\_\_\_\_ Due by: \_\_\_\_\_

Fee/s Paid:

\_\_\_\_\_

Date: \_\_\_\_\_

Notes for Public Works:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





January 30, 2022

**RE: 2022 Vedder Mountain Bike Festival Event Details**

To the Cultus Lake Park Board and Staff,

The Vedder Mountain Bike Festival has been held for four consecutive and successful years at Cultus Lake. The Fraser Valley Mountain Bikers Association (FVMBA) would like to again stage this event out of Main Beach on the weekend of May 14<sup>th</sup> – 15<sup>th</sup>, 2022. The main event area will include: demos and vendors, a beverage garden, Lakeside Beach Club food stand, registration, an awards podium and the race finish.

Adhering to the Provincial Health Orders (of-the-day) regarding Covid Protocols, we are planning our Mountain bike races to take place on the Vedder Mountain trail network on both the Saturday and Sunday. There will be two main races during the event: the Vedder Mountain Classic (Saturday), and the EWS Enduro Qualifier (Sunday). Both of XC and Enduro events are established, annual races involving sponsored athletes. The EWS (Enduro World Series) Qualifier is an event that will attract international athletes.

Covid Safety Protocols surrounding our event and community engagement will be a key focus.

The Vedder Mountain Bike Festival is not just an event for racers and serious athletes: the Festival's group rides, bike demos, prize giveaways, kids race, beverage gardens, after party, and countless other entertainment will appeal to a much wider demographic, including families, casual bike riders, and general outdoor enthusiasts.

Sunnyside Campground and the Cultus Lake Cabins are being promoted as the main accommodation choices for participants. In addition, the Lakeside Beach Club is sponsoring the event, providing food on site and also hosting the after party.

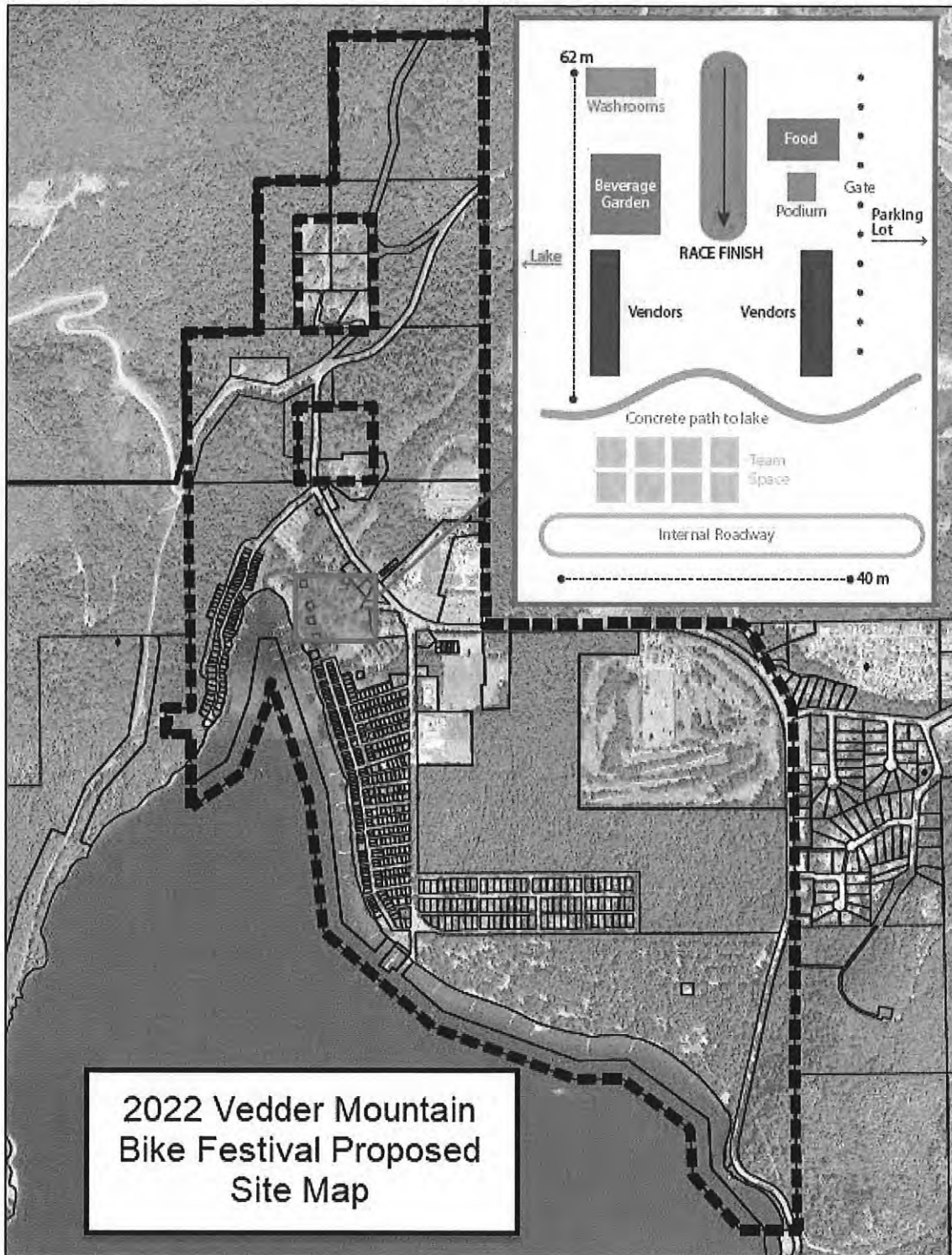
Being scheduled in early May, the Vedder Mountain Bike Festival will bring visitors and revenue into the Cultus Lake Community outside of the busy season. Our goal is for the Vedder Mountain Bike Festival to continue being an annual event, running on a long-term basis, similar to the "Around the Lake" race.

Sincerely,

Matt Scott, Ernie Kliever, Ted Morton  
Event Organizers



# ATTACHMENT 3



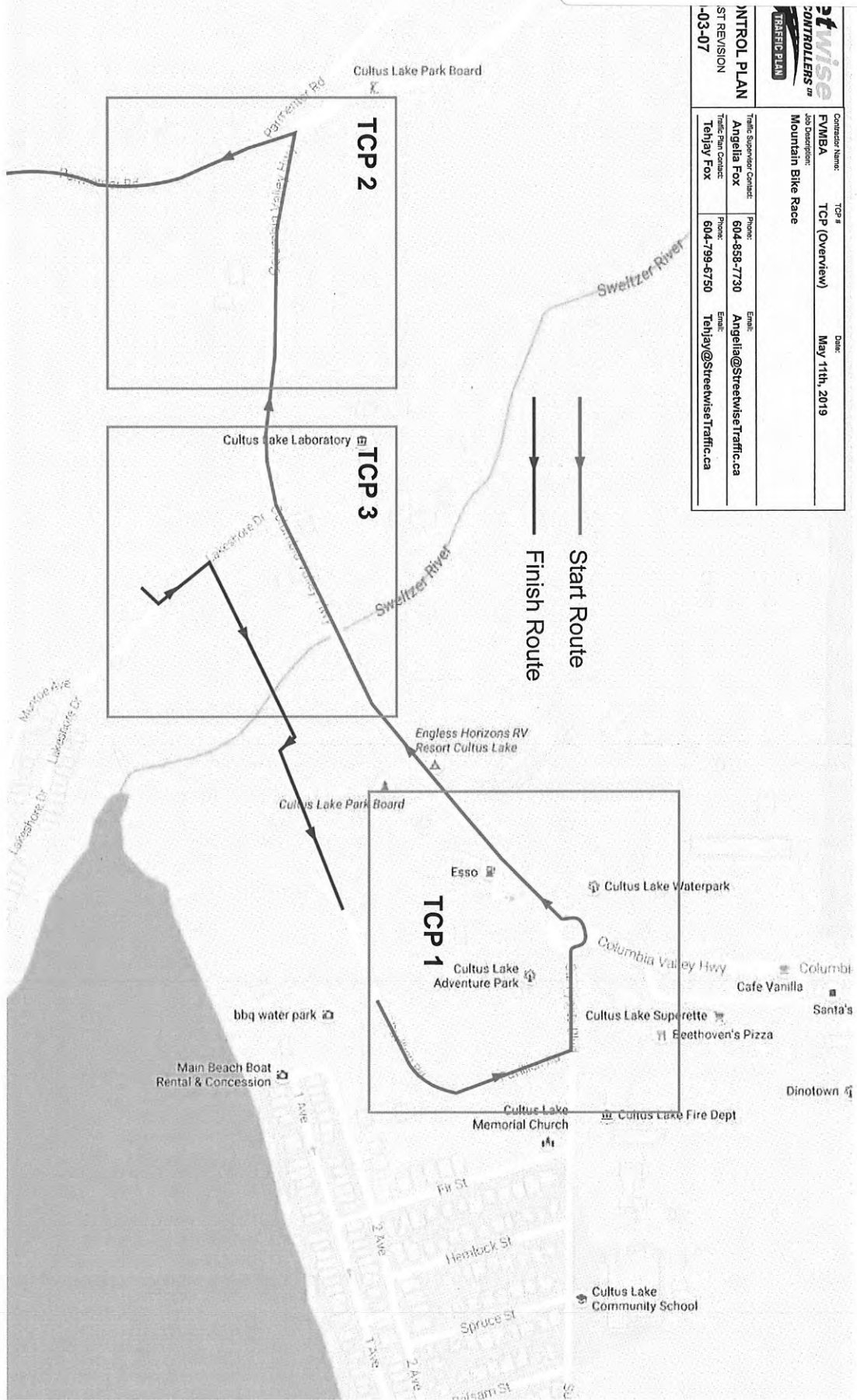


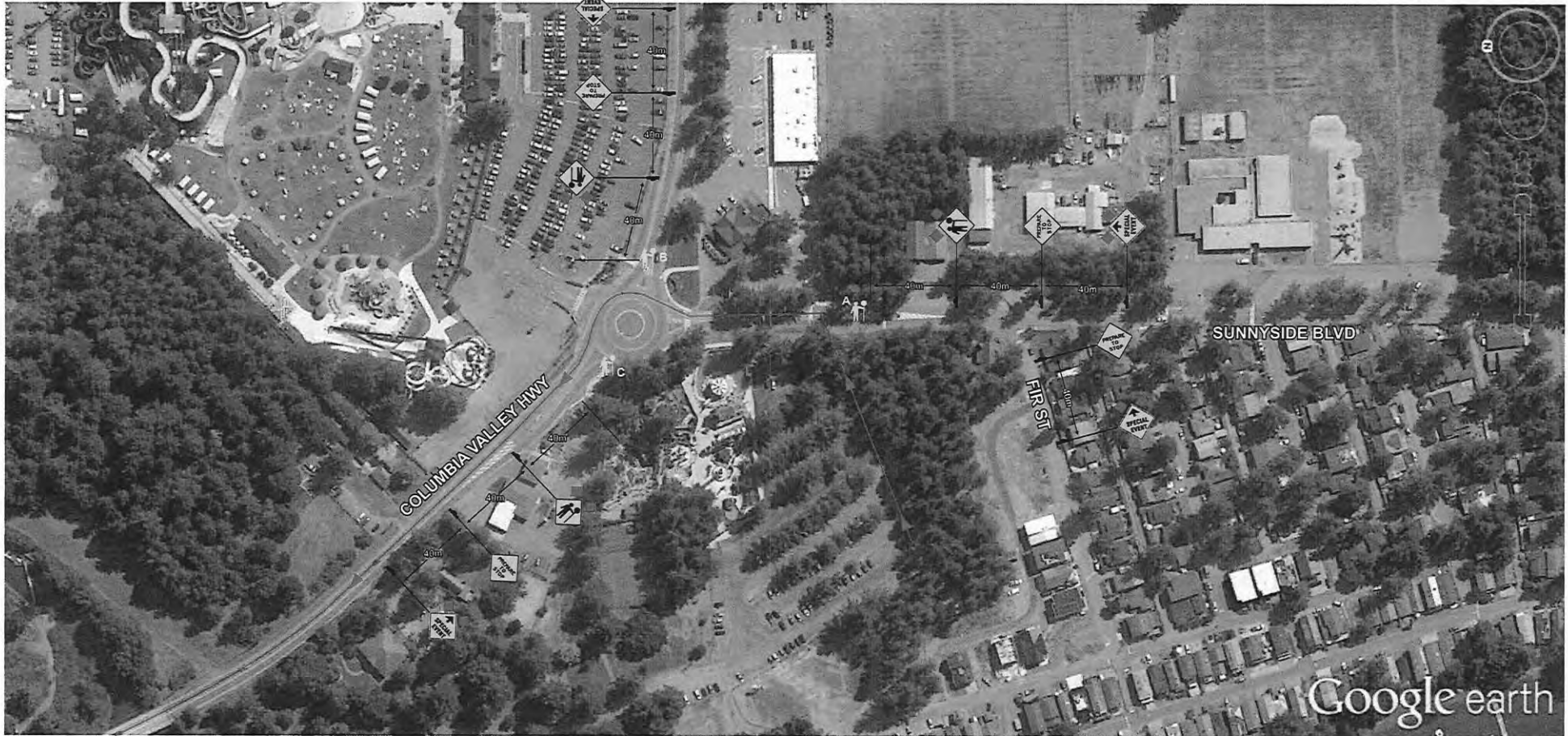


Traffic Control Plan (Overview) - Mountain Bike Race - May 11th - FVMBA



Contract Name:	TCP #	Date:
FVMBA	TCP (Overview)	May 11th, 2019
Job Description:		
Mountain Bike Race		
Traffic Supervisor Contact:	Phone:	Email:
Angella Fox	604-858-7730	Angella@StreetwiseTraffic.ca
Traffic Plan Contact:	Phone:	Email:
Tehjay Fox	604-799-6750	Tehjay@StreetwiseTraffic.ca





Contractor Name: TCP # Date:  
FVMBA TCP 1 of 3 May 11th, 2019  
Job Description:  
Mountain Bike Race

Traffic Supervisor Contact:	Phone:	Email:
Angelia Fox	604-858-7730	Angelia@StreetwiseTraffic.ca
Traffic Plan Contact:	Phone:	Email:
Tehjay Fox	604-799-6750	Tehjay@StreetwiseTraffic.ca

## LEGEND

TRAFFIC CONTROL PERSONNEL	TRAFFIC BARREL
SIGN STAND (TRIPOD)	TUBULAR MARKER - TYPE D
SIGN STAND (WINDMASTER)	TRAFFIC CONTROL VEHICLE
SIGN FLAGS	FLASHING ARROW BOARD (FAB)
CLASS 1 BARRICADE	EXISTING BUS STOP CLOSED
WORKZONE	RELOCATED BUS STOP

## DRAWING SPECIFIC NOTES

- TCP (A) will hold traffic while cyclists exit parking lot
- TCP's (B & C) will hold traffic from entering roundabout.
- TCP's will release traffic once rear Pace Vehicle exits roundabout.
- Rear Pace vehicle will continue to follow cyclists to Parmenter Road.

## GENERAL NOTES

- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
- Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
- Dimensions shown are in meters and are the minimums except as otherwise indicated
- All permanent signage that will conflict with this site will be covered or removed while the works are in effect
- Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
- Maximum distance between cone/delineator/barrel should be 10m
- Tubular markers and signs will be double based and well secured during windy conditions
- Distances may be adjusted due to urban block length
- These pages are best printed on a Tabloid (11x17) page size



Contractor Name:	TCP #	Date:
FVMBA	TCP 2 of 3	May 11th, 2019
Job Description: Mountain Bike Race		
Traffic Supervisor Contact:	Phone:	Email:
Angelia Fox	604-858-7730	Angelia@StreetwiseTraffic.ca
Traffic Plan Contact:	Phone:	Email:
Tehjay Fox	604-799-6750	Tehjay@StreetwiseTraffic.ca

## LEGEND

TRAFFIC CONTROL PERSONNEL	TRAFFIC BARREL
SIGN STAND (TRIPOD)	TUBULAR MARKER - TYPE D
SIGN STAND (WINDMASTER)	TRAFFIC CONTROL VEHICLE
SIGN FLAGS	FLASHING ARROW BOARD (FAB)
CLASS 1 BARRICADE	EXISTING BUS STOP CLOSED
WORKZONE	RELOCATED BUS STOP

## DRAWING SPECIFIC NOTES

- TCP (A) hold traffic wishing to turn Left onto Columbia Valley Hwy while the cyclists Pass.
- TCP (B) will Hold traffic on Columbia Valley Hwy while cyclists turn Left onto Parmenter Road.

## GENERAL NOTES

- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
- Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
- Dimensions shown are in meters and are the minimums except as otherwise indicated
- All permanent signage that will conflict with this site will be covered or removed while the works are in effect
- Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
- Maximum distance between cone/delineator/barrel should be 10m
- Tubular markers and signs will be double based and well secured during windy conditions
- Distances may be adjusted due to urban block length
- These pages are best printed on a Tabloid (11x17) page size



Contractor Name:	TCP #	Date:
FVMBA	TCP 3 of 3	May 11th, 2019
Job Description:	Mountain Bike Race	
Traffic Supervisor Contact:	Phone:	Email:
Angelia Fox	604-858-7730	Angelia@StreetwiseTraffic.ca
Traffic Plan Contact:	Phone:	Email:
Tehjay Fox	604-799-6750	Tehjay@StreetwiseTraffic.ca

## LEGEND

TRAFFIC CONTROL PERSONNEL	TRAFFIC BARREL
SIGN STAND (TRIPOD)	TUBULAR MARKER - TYPE D
SIGN STAND (WINDMASTER)	TRAFFIC CONTROL VEHICLE
SIGN FLAGS	FLASHING ARROW BOARD (FAB)
CLASS 1 BARRICADE	EXISTING BUS STOP CLOSED
WORKZONE	RELOCATED BUS STOP

## DRAWING SPECIFIC NOTES

- TCPs will hold traffic on Lakeshore Drive to allow cyclists to cross the road uninterrupted

## GENERAL NOTES

- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
- Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
- Dimensions shown are in meters and are the minimums except as otherwise indicated
- All permanent signage that will conflict with this site will be covered or removed while the works are in effect
- Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
- Maximum distance between cone/delineator/barrel should be 10m
- Tubular markers and signs will be double based and well secured during windy conditions
- Distances may be adjusted due to urban block length
- These pages are best printed on a Tabloid (11x17) page size



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** February 16, 2022 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Cultus Lake Triathlon Special Event

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#### **PURPOSE:**

The purpose of the report is to provide the Board with information pertaining to the Cultus Lake Triathlon Special Event application.

#### **RECOMMENDATION:**

***THAT** the Cultus Lake Park Board approve the Cultus Lake Triathlon event from September 15 – 19, 2022; and*

***THAT** the Cultus Lake Park Board approve waiving parking fees for 15 volunteers for the duration of the event in parking lot A.*

#### **DISCUSSION:**

The Cultus Lake Triathlon event organizers are requesting Board approval for the Special Event to be held from Thursday, September 15 to Monday, September 19, 2022. The event organizers would have temporary access to the lower gate at Main Beach between Thursday, September 15 and Saturday, September 17, 2022 to park one trailer for administrative purposes, place fencing, athlete orientations, tenting and award display in Gazebo A for the event. The race will start on Sunday, September 18, 2022 at 7:30am until approximately 7:00pm. The organizers will complete removal of all event setup on Monday, September 19, 2022.

The event organizers, Dynamic Race Events has facilitated the Cultus Lake Triathlon since 2009. The event challenges participants in several multi-sport events of varying distances; swimming, biking and running. Competitors will begin the race by swimming laps in the water around Main Beach docks. Following this, athletes will bike the course out of parking lot B along Columbia Valley Highway towards Yarrow. Athletes will be required to carry their bikes between transition stations throughout the Park, to avoid damage to the greenspace and irrigation systems. The final leg of the race requires competitors to run a loop through residential areas along Lakeshore Drive, Munroe Avenue, Park Drive and First Avenue.

Cultus Lake Triathlon fees are as follows:

- Application Fee (non-refundable): \$100
- Rental Fees (0-100+ people Thursday, Friday, Saturday, Monday): \$400
- Rental Fee Race Day (200+ people Sunday): \$500
- Swim Line Removal/Replacement Fee: \$500
- Security Deposit (refundable; increased to cover potential turf replacement): \$2,000

Total: \$3500.00

The organizers will be required to provide Comprehensive General Liability Insurance of not less than \$5,000,000 and a Ministry of Transportation permit to occupy the highway prior to the event date. In addition, the organizers have provided a detailed Event Safety and Communicable Disease Plan. This confidential document will be utilized internally by staff in the case of an emergency. Event volunteers and directional signage will be in place guiding participants and spectators to public parking lots based on parking availability to reduce congestion and traffic. The event organizers are requesting Board approval to waive parking fees for fifteen volunteers to park in parking lot A for the duration of the event.

The Cultus Lake Triathlon will use Beethoven's Pizza as their food provider and will be responsible for the removal of their garbage.

The organizers have submitted a map of Cultus Lake Park showcasing the routes for each portion of the race, including the transition area and First Aid tents. Dynamic Race Events anticipates approximately 700 participants, 600 spectators and 100 volunteers to attend the event. The event will be required to follow the current Covid-19 Public Health Orders for outdoor events.

Attachment 1: Special Event Application  
Attachment 2: Dynamic Race Events Letter to the Board  
Attachment 3: J. Beethoven's Pizza Letter to the Board  
Attachment 4: Event Setup Map – Main Beach  
Attachment 5: Triathlon Athlete Course Map

## **STRATEGIC PLAN:**

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:



Amanda Nadeau  
Communications, Media and Events  
Coordinator

Approved for submission to the Board:



Joe Lamb  
Chief Administrative Officer



# ATTACHMENT 1

## SPECIAL EVENT APPLICATION

Cultus Lake Park | Phone 604.858.3334 | Fax 604.858.8091  
4165 Columbia Valley Highway, Cultus Lake, BC V2R 5B5  
Email: [reception@cultuslake.bc.ca](mailto:reception@cultuslake.bc.ca) [www.cultuslake.bc.ca](http://www.cultuslake.bc.ca)

Date of Application: Jan 21, 2022 \*\$100 Application Fee must be received with your application.

Name of Event: Cultus Lake Triathlon

Name of Organization: Dynamic Race Events

Contact Name(s): Jordan Myers

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Alt. Phone: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_

Public Contact Info: www.dynamicraceevents.com | support@dyanmicraceevents.com

Would you like your event posted on our website? yes If yes, please provide event poster.

### EVENT DETAILS:

Date(s) Requested: Sept 15-19 (Thurs-Mon), 2022\*  
\*race date Sept 18, 2022

Hours of Use: \_\_\_\_\_

Event Type: ☐ Private Event ☐ Free Public Event ☒ Ticketed Event

Location Type: ☒ Park/Trail ☒ Roadway ☒ Public Facility ☒ Main Beach ☒ Parking Area

Event Category: ☒ Race/Walk/Cycle ☐ Festival/Celebration ☐ Private Event

☐ Outdoor Market ☐ Parade ☐ Concert/Performance

☐ Charity/Non-profit ☐ Exhibits Other (\_\_\_\_\_)

Estimated # of Participants: 700

Estimated # of Staff or Volunteers: 100

Estimated # of Spectators: 600

Event Details: \_\_\_\_\_

Annual Triathlon hosted previously at Cultus lake for 13 years

**Road Closure Required?** yes If yes, provide copy of transportation plan. Approval from Ministry of Transportation will be required if using Columbia Valley Highway.

**Traffic Control Arrangements:** Private TCP- Universal Group **Phone:** 778-552-7778

**General Description of Proposed Route** (Please attach map) \_\_\_\_\_  
updated plan with MOTI, attached existing maps

**Set Up/Staging Area** (Please attach map): maps attached

**Garbage Cleanup Plan:** waste contractor contracted previously for toilets & bin

**First Aid Details (if applicable) Copy of contract to be provided:** safety plan attached

**ADDITIONAL REQUESTS:**

**Washrooms opened early?** X **Porta Potties?** X **Swim line removal?** X

**Access to water?** X **Community Hall Rental:** \_\_\_\_\_ **Gate Access?** X

**Requested Gazebo(s) (see Bylaw for gazebos included in rental fee):** \_\_\_\_\_

**SPECIAL REQUESTS:** (Special requests must go to the Board for approval. Contact Park office for meeting dates and deadlines.) Please provide details below.

**Food Vendor(s):** No outside vending, Beethoven's Pizza has been an event partner 13 years  
 (Requires Fraser Health approval, a copy of which must be provided to Park office.)

**Beverage Garden:** n/a

**Other/Additional Information:** \_\_\_\_\_

**By signing this application, I/we declare that I/we have read and fully understand the Special Event Bylaw requirements and will abide by them before, during and after the event.**

**Signature:** Jordan Myers **Date:** January 21, 2022

**Office Use Only:**

Application Fee Receipt # \_\_\_\_\_ # of Garbage Bins: \_\_\_\_\_

Special Request: \_\_\_\_\_

\_\_\_\_\_

Notes/Concerns for CAO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved By CAO: \_\_\_\_\_

Date: \_\_\_\_\_

Cost of Rental: \_\_\_\_\_

Rental Fee/s: \_\_\_\_\_ Due by: \_\_\_\_\_

Fee/s Paid:

\_\_\_\_\_

Date: \_\_\_\_\_

Notes for Public Works:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





February 5, 2022

Dear Mr. Lamb and the Cultus Lake Parks Board,

Thank you for the opportunity to present our event application to the Board.

Dynamic Race Events has had the pleasure of producing the annual Cultus Lake Triathlon from 2015 through 2019, having taken over the long standing event from a previous organization. In that time, we have continued to grow the event and it has become an annual favourite for the multisport community in the Pacific Northwest. With the support of Tourism Chilliwack, we hosted the Provincial Championships in 2018 and 2019. We look forward to bringing athletes back to Cultus Lake after the forced hiatus due to the global pandemic.

This event attracts 700 athletes each September on race weekend, providing a significant revenue generation for both the Park via parking, as well as an end-of-season injection for the local businesses. This economic impact stretches further than race weekend, as many athletes make the trip to Cultus Lake, as either a day trip or a training weekend, to come swim at the venue and ride and run the set courses. These extra trips convert to dollars spent locally and many times we have heard that athletes are making additional trips up with their families once they have seen the idyllic offering that is Cultus Lake.

Dynamic Race Events produces 5 multisport events annually, creating finish line experiences for over 3000 athletes a year. We strive to use as many local suppliers as possible in each of our venues, ensuring a positive working relationship with our stakeholders in each locale.

We welcome any questions or concerns about the event and look forward to returning to Cultus Lake this September and for many Septembers to come.

Best,

Angie Woodhead  
Owner | Organizer  
250.213.7885

Jordan Myers  
Operations | Projects  
604.733.5444



January 28, 2022

## ATTACHMENT 3

RE: CULTUS LAKE TRIATHLON – DYNAMIC RACE EVENTS

To The Cultus Lake Park Board,

I happily write this letter giving my wholehearted support to the application of Dynamic Race Events return to Cultus Lake for their race.

As a business in Cultus Lake, I have seen both the economic and non-economic benefits that the annual Cultus Lake Triathlon has brought to our community.

Being the owner of J. Beethoven's Pizza, I have had the pleasure to work closely with the organizers over the course of the past 6 years. It has always been important to them to use local suppliers and I am proud to be the official provider of the post-race meal for the athletes.

With the event falling on a weekend that is outside our peak season the economic benefit has translated to being one of the highest grossing days in our season.

We have also seen the benefit outside of the weekend of the event, seeing many of the racers come see the venue and practice on the bike route and swim in the lake. This results in extra benefit to surrounding businesses, but also the opportunity to showcase the hidden gem that is Cultus Lake.

If you have any questions about my letter of support, please email me at [abunnadi@gmail.com](mailto:abunnadi@gmail.com).

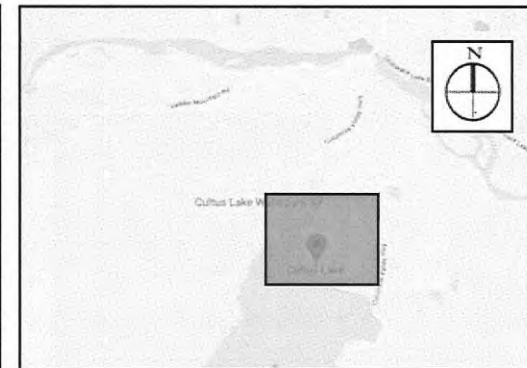
With best regards,



Najib Abbunadi  
Owner  
J. Beethoven's Pizza  
Cultus Lake, BC



# ATTACHMENT 4



## LEGEND

	TENT (10x10)		POWER
	AUDIO		FOOD
	WATER		GARBAGE/RECYCLING
	TOILETS		PARKING
	MEDICAL		FENCE
	BIKE RACK/SERVICE		BARRICADE/CONES

OPERATIONAL PERIOD:  
EVENT DAY:

CONTACT: ANGIE WOODHEAD | Owner & RD  
250-213-7885 | [angie@dynamicraceevents.com](mailto:angie@dynamicraceevents.com)

**CULTUS LAKE**  
TRIATHLON





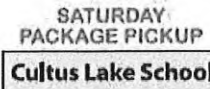


# **DYNAMIC RACE EVENTS**

## **Cultus Lake Triathlon**

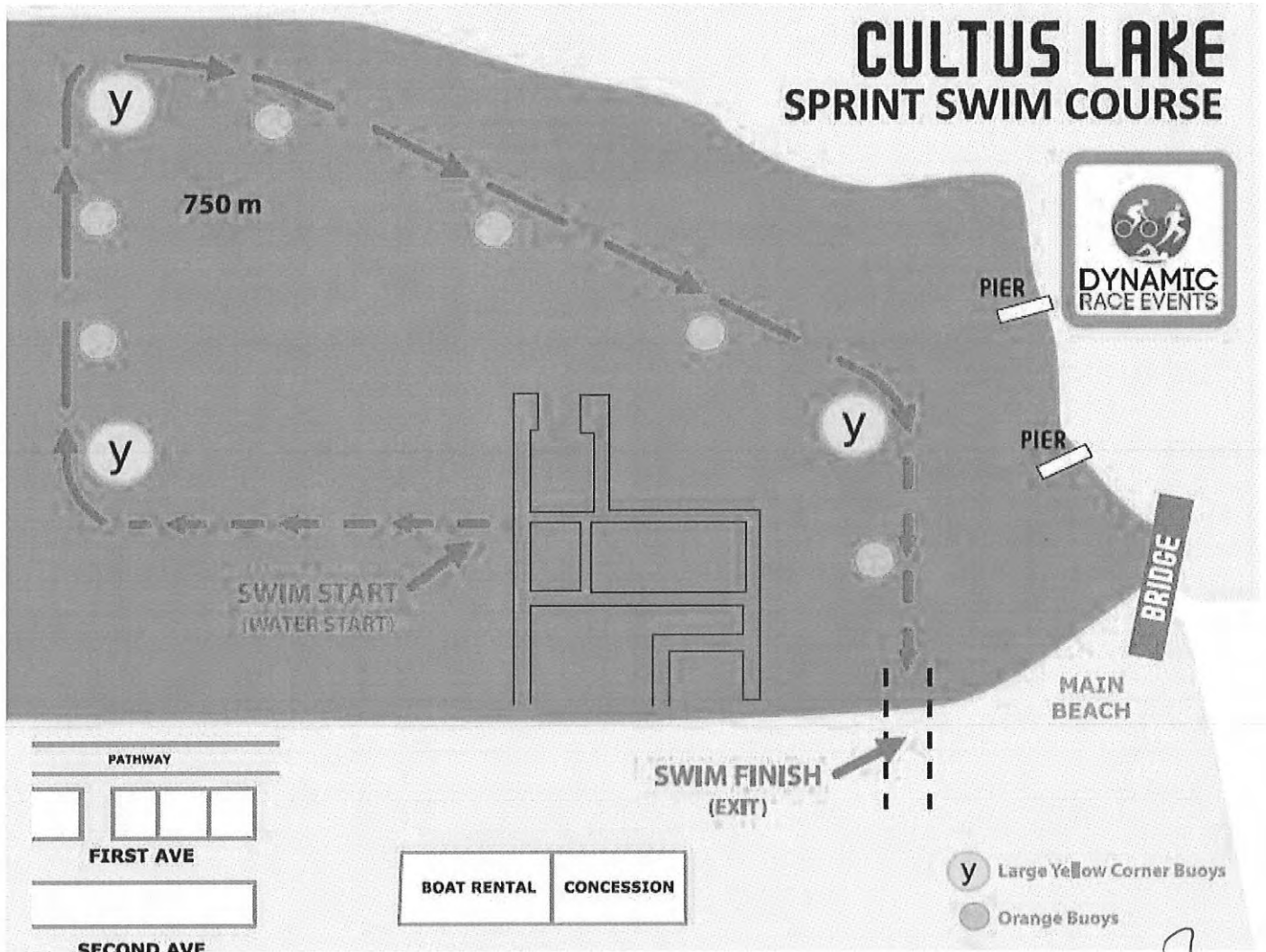
### **ATHLETE MAPS**

**MALL**



# CULTUS LAKE

## SPRINT SWIM COURSE



*Docks?*