



# REPORT

To: Chair and Directors

Report Number: DS-BRD-162

From: Kathy Suggitt, General Manager of Development Services

Date: June 10, 2021

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

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## **RECOMMENDATION: [Corporate Unweighted]**

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

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

## **BACKGROUND/RATIONALE:**

### **Proposal**

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

### **File Details**

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

### **Site Context**

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

### **Site Features**

#### **Land**

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

**Structures**

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

**Access**

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

**Comments and Observations****Applicant**

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

**Official Community Plan (OCP)**

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

Therefore, the proposal is consistent with the OCP.

**Land Use Zoning**

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

Therefore, a site-specific text amendment is required.

**Fire Protection Area**

The subject property is outside of all Fire Protection areas.

**Mandatory Building Permit Area**

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

**Development Permit Area**

The subject property is outside of the Development Permit Area.

**Development Cost Charge Area**

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

**School District 60 School Site Acquisition Charge Area**

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

**Impact Analysis****Context**

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

**Population and Traffic**

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

**Sewage and Water**

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

**Comments Received from Municipalities and Provincial Agencies****City of Dawson Creek**

Interests Unaffected

**Ministry of Transportation and Infrastructure**

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

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

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

**ALTERNATIVE OPTIONS:**

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

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

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

**STRATEGIC PLAN RELEVANCE:**

- ☒ Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):**

None at this time.

**COMMUNICATIONS CONSIDERATION(S):**

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

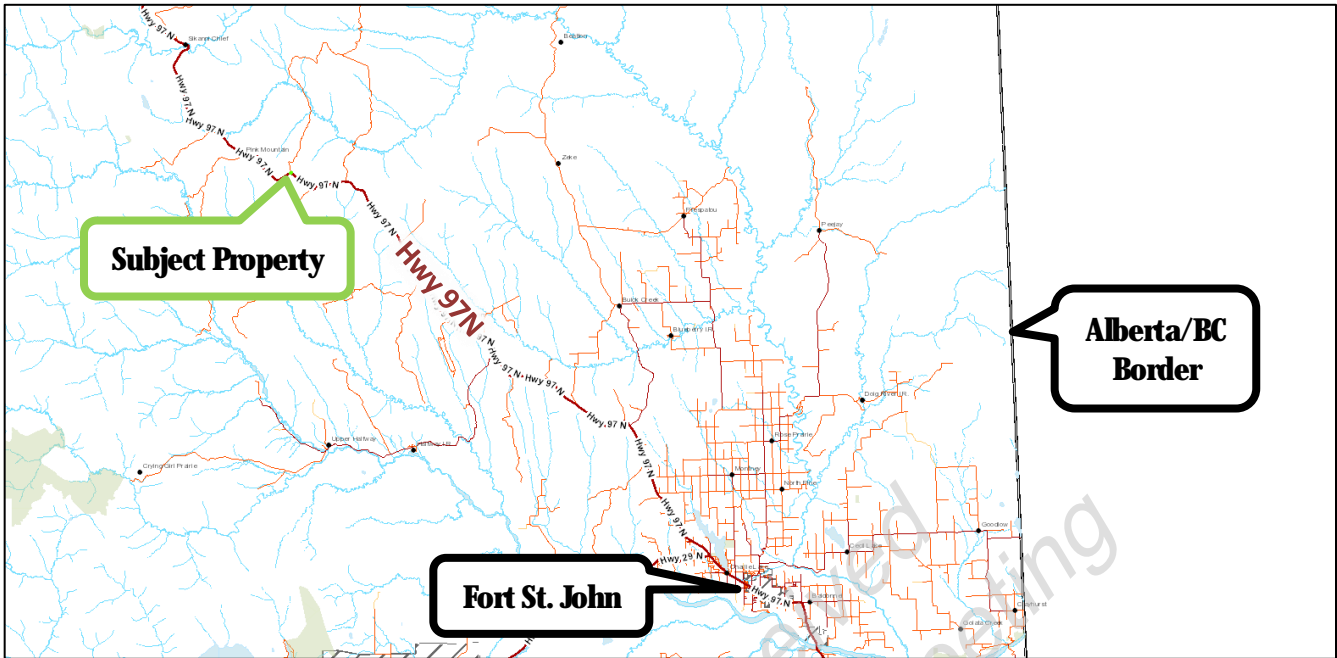
**OTHER CONSIDERATION(S):**

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

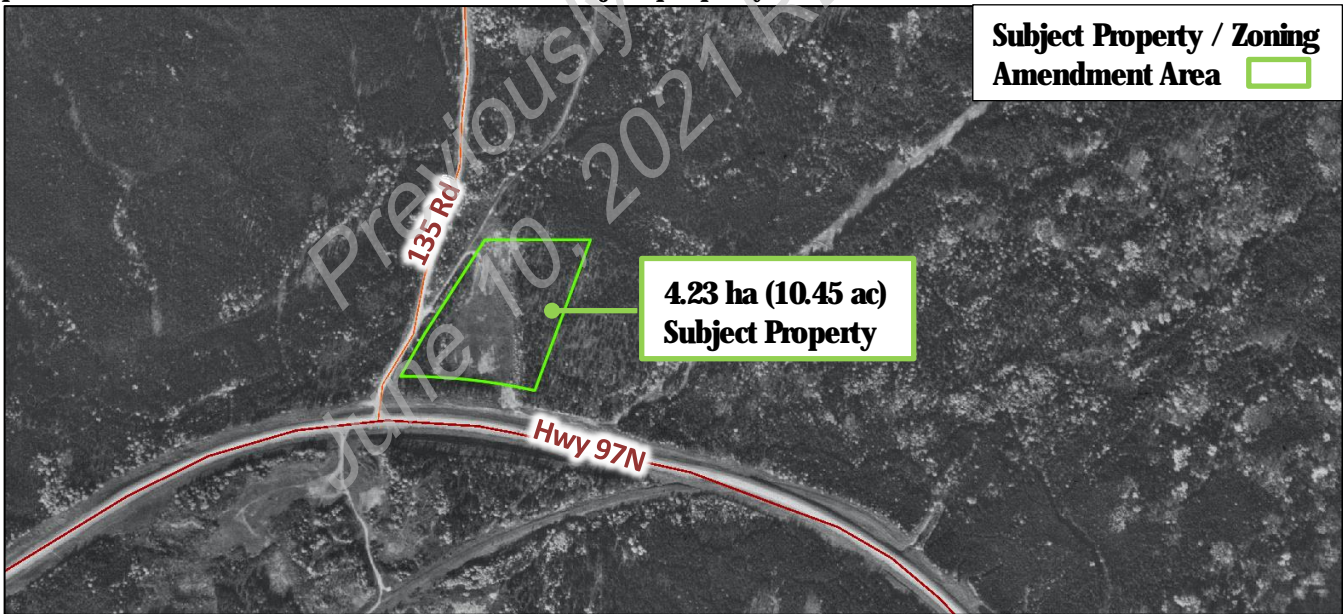
**Attachments:**

1. Maps.
2. Application.
3. Electoral Area B Director Comments Zoning Amendment Bylaw No. 2451, 2021.

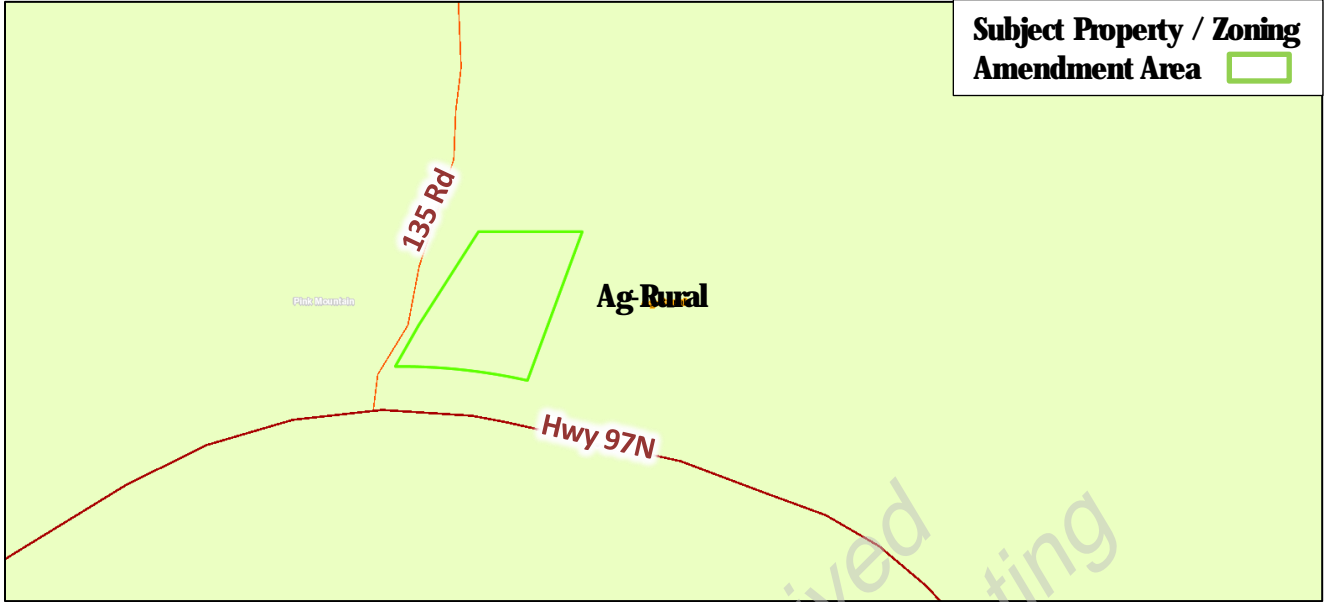
**Location: Pink Mountain**



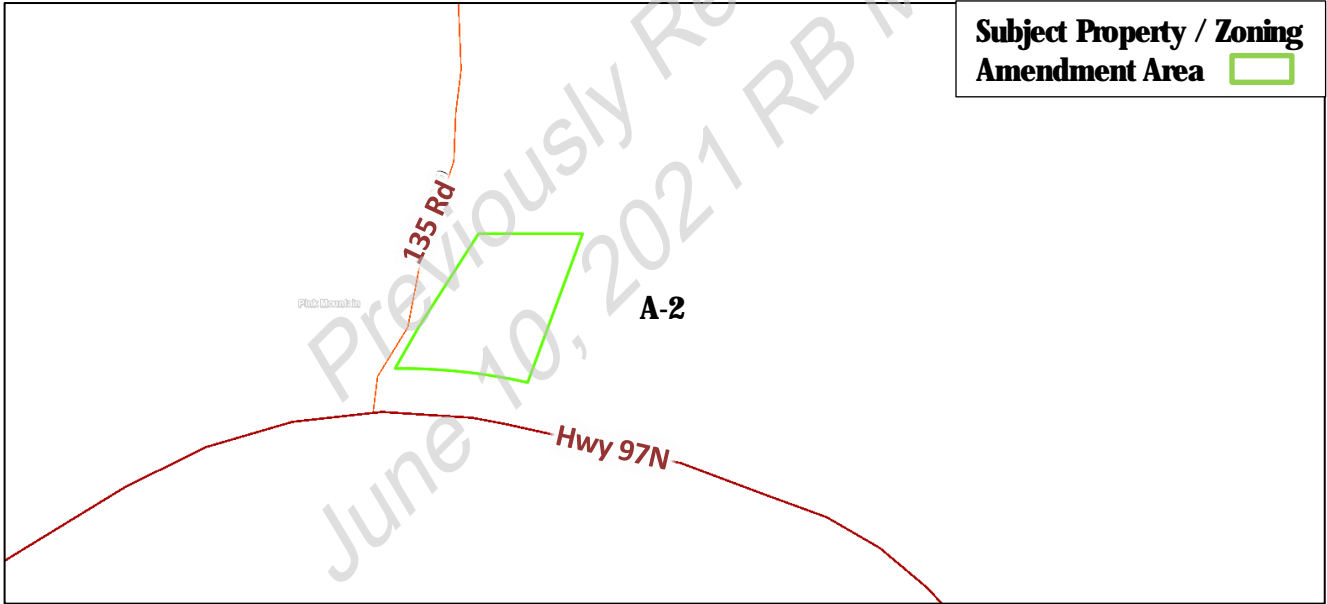
**Aerial imagery and Proposal:** To provide a site specific text amendment, to allow for a worker camp permit area and a convenience store in the subject property.



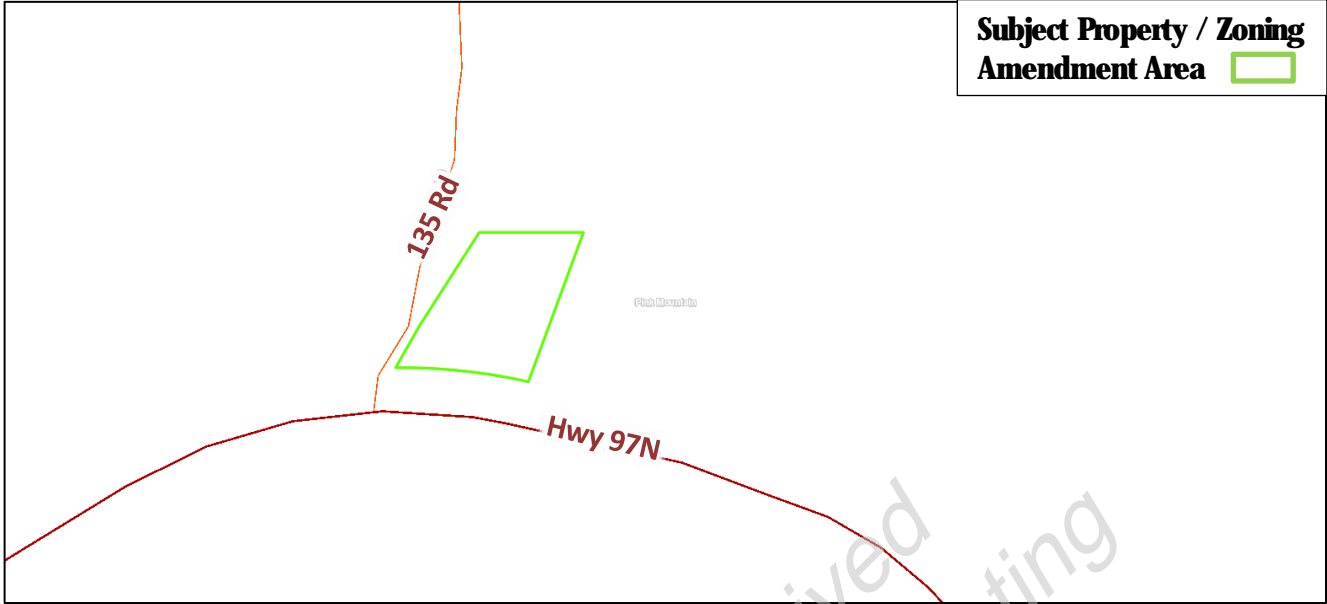
**PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural (Ag-Rural)**



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



**Agricultural Land Reserve: Outside**





# PEACE RIVER REGIONAL DISTRICT

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

Receipt # \_\_\_\_\_

## Application for Development

### 1. TYPE OF APPLICATION

	FEE
<input type="checkbox"/> Official Community Plan Bylaw Amendment	\$ 1,000.00
<input checked="" type="checkbox"/> Zoning Bylaw Amendment	650.00
<input type="checkbox"/> Official Community Plan / Zoning Bylaw Amendment combined	1,050.00
<input type="checkbox"/> Temporary Use Permit	350.00
<input type="checkbox"/> Development Permit	165.00
<input type="checkbox"/> Development Variance Permit	165.00
<input checked="" type="checkbox"/> Sign requirement	150.00

In regard to applications for:

- i) an official community plan and/or zoning bylaw amendment;
- ii) temporary use permit;

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

### 2. PLEASE PRINT

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

### 3. PROPERTY DESCRIPTION

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

#### Notice of collection of personal information:

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



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

**5. PARTICULARS OF PROPOSED AMENDMENT**

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

- ☐ Official Community Plan (OCP) Bylaw amendment:

Existing OCP designation: \_\_\_\_\_

Proposed OCP designation: \_\_\_\_\_

Text amendment: \_\_\_\_\_

- ☒ Zoning Bylaw amendment:

Existing zone: A-2

Proposed zone: \_\_\_\_\_

Text amendment: Worker Camp Permit Area and a Convenience Store

- ☐ Development Variance Permit – describe proposed variance request:

\_\_\_\_\_  
\_\_\_\_\_

- ☐ Temporary Use Permit – describe proposed use:

\_\_\_\_\_  
\_\_\_\_\_

- ☐ Development Permit: Bylaw No. \_\_\_\_\_ Section No. \_\_\_\_\_

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

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

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

(a) North Agriculture-Rural

(b) East Agriculture-Rural

(c) South Highway 97N and Agriculture-Rural

(d) West 135 Rd and Agriculture-Rural

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

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

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

Remote location with limited accommodation for workers in the area.

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

Waste Removal Systems/ Hydro Vacs

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

Portable Water/Drinking Water to be delivered.

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

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

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

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

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



\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date signed

16. **AGENT'S AUTHORIZATION**

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

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



# PEACE RIVER REGIONAL DISTRICT

## Memorandum

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

Pursuant to the following resolution:

**RD/15/04/26 (23)**

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

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

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

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

**Director**

Karen Goodings

**Date**

April 29, 2021

**diverse. vast. abundant.**

**PLEASE REPLY TO:**

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca  
☐ 9500 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca