



## Planning Application Information Sheet

**Application Type:** Rezoning/OCP Amendment

**File Number:** 3360-20/20220035

**Bylaw(s):** South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023 and South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023

**Electoral Area:** H

**Date of Referral:** March 15, 2023

**Date of Application:** April 14, 2022

**Property Owner's Name(s):** Calibrate Assessments Limited

**Applicant's Name:** Lee Prevost

---

### SECTION 1: Property Summary

---

**Legal Description(s):** Lot 1, District Lot 2939, Lillooet District, Plan 12584, Except Plan 40539

**Property Size(s):** 0.563 ha (1.392 ac.)

**Area of Application:** 0.563 ha (1.392 ac.)

**Location:** 4569 Canim-Hendrix Lake Road

**Current Designation:**

Institutional

**Min. Lot Size Permitted:**

N/A

**Proposed Designation:**

Upland Residential

**Min. Lot Size Permitted**

0.8 ha (1.98 ac.) with a community water system

**Current Zoning:**

Institutional (P)

**Min. Lot Size Permitted:**

1,600 sq. m (17,223 sq. ft.)

**Proposed Zoning:**

Residential 2 (R 2)

**Min. Lot Size Permitted:**

1,672 sq. m (17,998 sq. ft.)

**Proposal:** To legalize residential use of the existing building. The proposal is to make minor enhancements to the property and convert to a duplex residence.

**No. and size of Proposed Lots:** One

**Existing Buildings:** Dwelling - 299.89 sq. m (3,228 sq. ft.)

**Proposed Buildings:** No new buildings proposed at present.

**Road Name:** Canim-Hendrix Lake Road

**Road Type:** Paved

**Within the influence of a Controlled Access Highway:** N/A

**Services Available:** Existing - Hydro, Telephone, Community Water System, Sewage Disposal System, Fibre-Optic Internet  
Readily Available - Well

**Within the confines of the Agricultural Land Reserve:** No

**Required to comply with the Shoreland Management Policy:** N/A

**Name of Lake/Contributing River:** N/A

**Lake Classification:** N/A

**Within Development Permit Area:** Yes

**Development Permit Area Name:** Commercial and Industrial Development Permit Area

**Adjoining Properties:** (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	038 , Manufactured Home (Not In Manufactured Home Park)	0.46 ha (1.14 ac.)
	000 , Single Family Dwelling	0.46 ha (1.14 ac.)
	060 , 2 Acres Or More (Single Family Dwelling, Duplex)	0.931 ha (2.3 ac.)
(b) South	110 , Grain & Forage	2.11 ha (5.213 ac.)
	000 , Single Family Dwelling	0.44 ha (1.09 ac.)
(c) East	000 , Single Family Dwelling	0.353 ha (0.873 ac.)

(d) West	000 , Single Family Dwelling	0.55 ha (1.37 ac.)
	038 , Manufactured Home (Not In Manufactured Home Park)	0.46 ha (1.14 ac.)
	060 , 2 Acres Or More (Single Family Dwelling, Duplex)	1.11 ha (2.74 ac.)

---

## PLANNING COMMENTS

---

### Background:

An application to rezone the property at 4569 Canim Hendrix Lake Road has been received by planning staff. The 0.56 ha (1.39 ac.) subject property is currently zoned Institutional (P) in the South Cariboo Area Zoning Bylaw No. 3501, 1999 and is also designated Institutional in the South Cariboo Area Official Community Plan Bylaw No. 5171, 2018.

The applicant has requested to rezone the subject property from Institutional (P) zone to Residential 2 (R 2) zone. To be consistent with the proposed zoning, the property is also proposed to be redesignated from Institutional designation to Upland Residential designation. This proposal will legalize the existing residential use of the subject property.

### Location and Surrounding:

The subject property is located at 4569 Canim Hendrix Lake Road within the Forest Grove community. Partially covered in grass and trees, the property is slightly sloped down towards the rear end. There is an existing 299.91 sq. m (3,228 sq. ft.) structure on-site being used as a single-family dwelling. Existing services include hydro, telephone, community water system, sewage disposal system and fibre-optic internet with well being readily available. There are mostly single-family dwellings surrounding the subject property.

### CRD Regulations and Policies:

*3501- South Cariboo Area Zoning Bylaw, 1999*

#### **5.13 RESIDENTIAL 2 (R 2) ZONE**

##### **5.13.2 ZONE PROVISIONS**

- (a) LOT AREA (minimum) = 1,672 sq. m (17,998 sq. ft.) - Per Two-Family Dwelling Unit.

## **8.2 OBJECTIVES**

- 8.2.2 Ensure availability of sufficient land for residential development for a minimum of ten years.
- 8.2.9 Ensure the provision of affordable housing, rental housing and special needs housing.

## **8.3 POLICIES**

### **8.3.1 UPLAND RESIDENTIAL**

- LOT AREA (minimum) = 0.8 ha (1.98 ac.) with a community water system.

#### Rationale for Recommendations:

Planning staff are supportive of the proposed rezoning application. The proposed zoning and OCP amendment will legalize the existing residential use of the subject property. The applicant has proposed minor enhancements to the property and convert the existing single-family dwelling into a duplex residence. As indicated by the applicant, having two legal long-term residential rental units would help alleviate the housing shortage in the neighbourhood.

The proposed Residential 2 (R 2) zone will allow for a two-family dwelling unit/duplex on the subject property as requested to be rented out as long-term rental accommodation for local families. The property is currently serviced by the Forest Grove water system. Surrounded by similar land-use makes the subject property appropriate for a residential use with minimum conflict between the neighbouring properties.

The Interior Health Authority (IHA) has provided their comments and expressed that any building that is not connected to community sewer services needs an adequate sewage disposal method in compliance with the BC Sewerage System Regulation. The IHA has recommended that the applicant provide records of the Filing and Letter of Certification for the existing sewerage disposal system to ensure that the existing system has adequate performance, condition, size and location for the intended use.

For the proposed change to a duplex resulting in an increase to the daily sewerage volume produced, IHA further suggests that a Compliance Inspection be completed to ensure the existing system will be able to handle the flow/volume produced without posing any health hazards or risks, and that it meets the required vertical and horizontal separation distances.

Taking the IHA comments into consideration, planning staff recommend registering a covenant to ensure no new dwelling unit is added to the existing residence, as proposed, until the current sewer system is proven to meet Provincial standards.

The Electoral Area 'H' Advisory Planning Commission (APC) has returned comments stating their support of the rezoning application as there is a need for more housing in the neighbourhood.

The Ministry of Transportation and Infrastructure (MOTI) has no objection to the legalization of residential use of the existing building. The subject property is located within the CRD Building Inspection Service Area. The CRD Chief Building Official has reviewed the application and has no objection to the proposed rezoning. A building permit will be required to convert the existing single-family dwelling into the proposed duplex.

Recommendation:

1. That the South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023 be given first and second reading.
2. That the South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023 be given first and second reading, and that adoption be subject to the following conditions:
  - i. Adoption of the South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023.
  - ii. The applicant offering to enter into and entering into a Section 219 covenant to ensure no new dwelling unit is added to the existing residence, as proposed, until the current sewer system is proven to meet Provincial standards by an Authorized Professional.

Further, that the cost of preparation and registration of the covenant be borne by the applicant.

---

**REFERRAL COMMENTS**

---

Health Authority: April 5, 2023

Thank you for the opportunity to provide comments for consideration regarding the above referenced application. This referral has been reviewed from Healthy Community Development perspective and the following is for your consideration.

Any building that is not connected to community sanitary sewer services needs a method for getting rid of human waste. All buildings with indoor plumbing must have a sewerage system in compliance with the BC Sewerage System Regulation. I've provided a link to the page on our public website that speaks to Sewerage, Subdivisions & Healthier Industries | IH ([interiorhealth.ca](http://interiorhealth.ca)) for the applicants reference.

We would also recommend requesting the applicant provide records of the Filing and Letter of Certification for the existing sewerage disposal system to ensure and confirm that the existing sewerage dispersal system has adequate performance, condition, size and location for the intended use (as per Section 7.2 of the Onsite Wastewater Certification Board Policy: APPENDIX 2, Registered Onsite Wastewater Practitioner (ROWP) Practice Guidelines).

If filing documents cannot be produced for the existing sewerage disposal system connected to the current residence, or if there is a change of use (e.g. going from single family residential to a duplex) resulting in an increase to the daily sewerage volume produced, we would suggest the CRD request a Compliance Inspection be completed to ensure the existing sewerage disposal system will be able to handle the flow / volume produced being connected to it, that it does not pose a health hazard/risk and that it meets the required vertical and horizontal separation distances as well as today's Sewerage System Standard Practice Manual, Version 3 standards.

Ministry of Transportation and Infrastructure: March 16, 2023  
EDAS # 2023-01276

The Ministry of Transportation has no objection to the legalization of residential use for the existing building.

Advisory Planning Commission: April 12, 2023  
See attached.

Ministry of Environment and Climate Change Strategy: April 13, 2023  
The ecosystems section has no comments on this referral.

CRD Chief Building Official: April 24, 2023  
No objections to application. Building permit will be required to convert Single Family Dwelling into a Duplex.

---

## BOARD ACTION

---

May 5, 2023:

That South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023 be read a first and second time, this 5<sup>th</sup> day of May 2023.

That South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023 be read a first and second time, this 5<sup>th</sup> day of May 2023. Further, that adoption be subject to the following:

- i. Adoption of the South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023.

- ii. The applicant offering to enter into and entering into a Section 219 covenant to ensure no new dwelling unit is added to the existing residence, as proposed, until the current sewer system is proven to meet Provincial standards by an Authorized Professional.

Further, that the cost of preparation and registration of the covenant be borne by the applicant.

---

## ATTACHMENTS

---

Appendix A: Bylaw 5433 and 5434  
Appendix B: General Map  
Appendix C: Specific Map  
Appendix D: Orthographic Map  
Other: Applicants Supporting Documentation  
Advisory Planning Commission Comments  
Public Hearing Results



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5433

A bylaw of the Cariboo Regional District, in the Province of British Columbia, to amend Bylaw No. 5171, being the "South Cariboo Area Official Community Plan Bylaw No. 5171, 2018".

WHEREAS the Regional Board may, amend by bylaw an official community plan; and

WHEREAS the Regional Board has in its consideration of this bylaw had due regard to the consideration and requirements of the *Local Government Act*;

NOW, THEREFORE, the Board of Directors of the Cariboo Regional District, duly assembled, enacts as follows:

1. CITATION:

This bylaw may be cited as the "South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023".

2. AMENDMENT

Schedule "D" of Bylaw No. 5171 of the Cariboo Regional District is amended by:

Redesignating Lot 1, District Lot 2939, Lillooet District, Plan 12584, Except Plan 40539 from Institutional designation to Upland Residential designation.



READ A FIRST TIME this 5th day of May, 2023.

READ A SECOND TIME this 5th day of May, 2023.

A PUBLIC HEARING WAS HELD ON THE 11th DAY OF February, 2025.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Chair

---

Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5433, cited as the "South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023", as adopted by the Cariboo Regional District Board on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Manager of Corporate Services



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5434

A bylaw of the Cariboo Regional District, in the Province of British Columbia, to amend Bylaw No. 3501, being the "South Cariboo Area Zoning Bylaw No. 3501, 1999".

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a Zoning bylaw after a public hearing and upon the affirmative vote of the Directors.

WHEREAS an application has been received to rezone property.

NOW, THEREFORE, the Board of Directors of the Cariboo Regional District, duly assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as the "South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023".

2. AMENDMENT

Bylaw No. 3501 of the Cariboo Regional District is amended by:

- i) rezoning Lot 1, District Lot 2939, Lillooet District, Plan 12584, Except Plan 40539 from Institutional (P) zone to Residential 2 (R 2) zone; and
- ii) amending Schedule "C" accordingly.

READ A FIRST TIME THIS 5th DAY OF May, 2023.

READ A SECOND TIME THIS 5th DAY OF May, 2023.

A PUBLIC HEARING WAS HELD ON THE 11th DAY OF February, 2025.

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

---

Chair

---

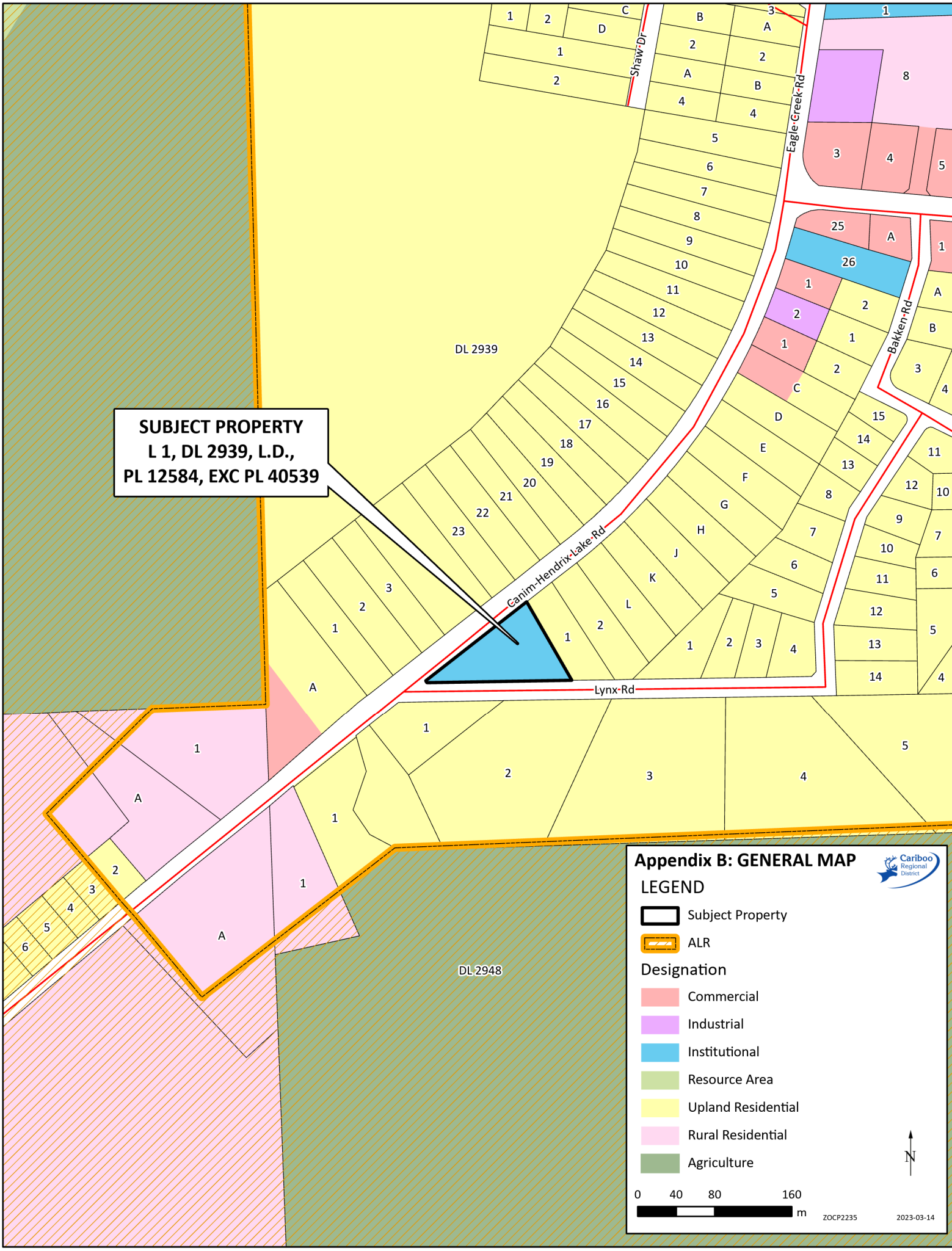
Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5434, cited as the "South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023", as adopted by the Cariboo Regional District Board on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Manager of Corporate Services

**SUBJECT PROPERTY**  
**L 1, DL 2939, L.D.,**  
**PL 12584, EXC PL 40539**



**Appendix B: GENERAL MAP**

**LEGEND**

Subject Property

ALR

**Designation**

Commercial

Industrial

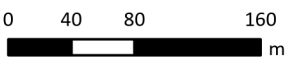
Institutional

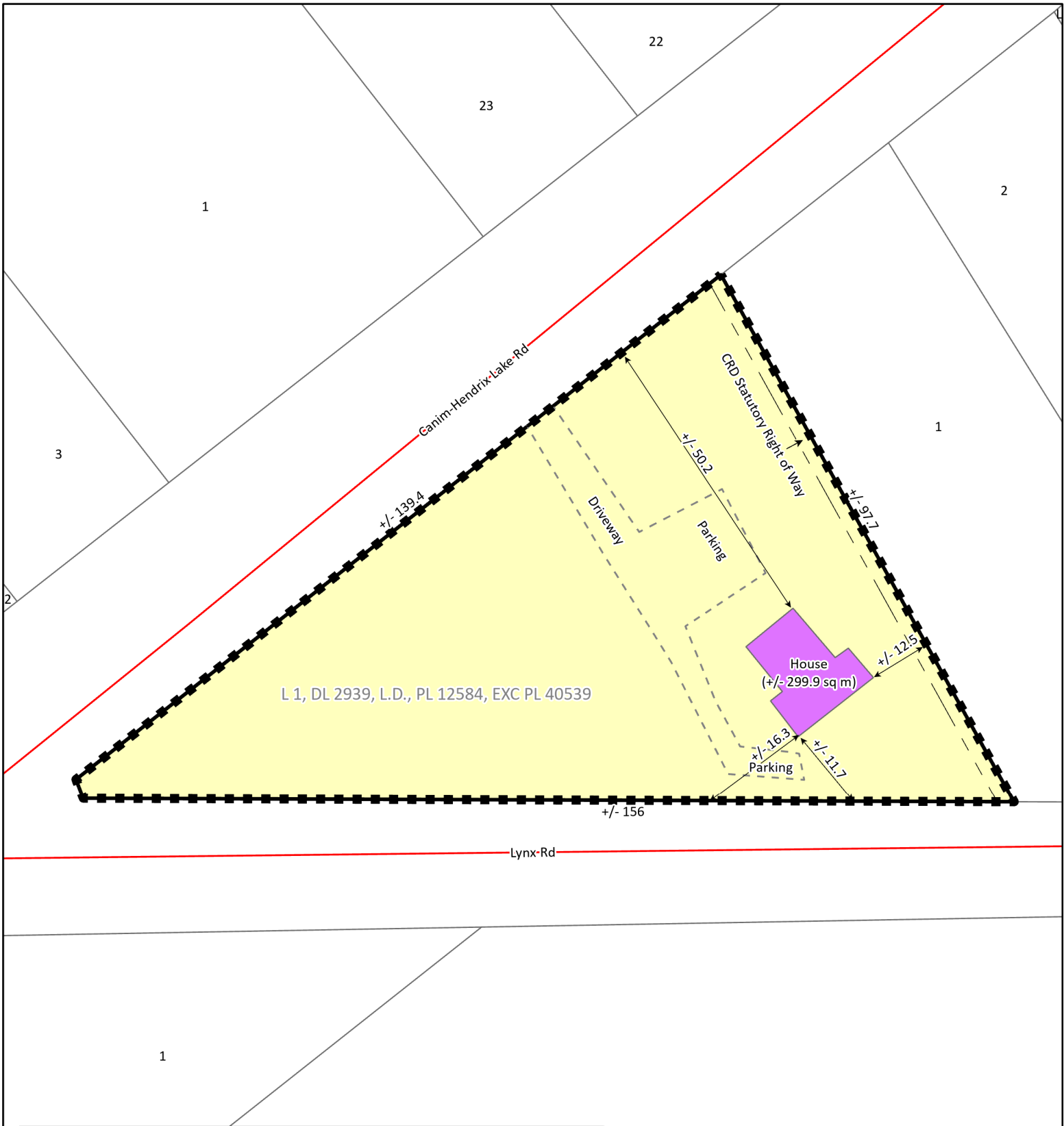
Resource Area

Upland Residential

Rural Residential

Agriculture

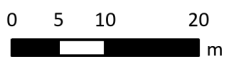




### Appendix C: SPECIFIC MAP

#### LEGEND

- Subject Property
- Proposed Residential 2 (R 2) Zone/ Upland Residential Designation



MEASUREMENTS  
ARE METRIC

ZOCP2235

2023-03-14

Disclaimer: Structure size and location is a graphical representation of information provided by the applicant and may not necessarily be drawn to scale.





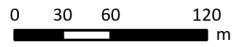


**SUBJECT PROPERTY**  
**L 1, DL 2939, L.D.,**  
**PL 12584, EXC PL 40539**

**Appendix D: GENERAL MAP ORTHO**  
**LEGEND**



-  Subject Property
-  ALR



Describe the existing use of the subject property and all buildings: The existing structure was built in the 1960s and used as a church until 1977, at which point it was converted to residential.

A caretaker will be residing here until rezoning completed.

Describe the proposed use of the subject property and all buildings: We propose to make minor enhancements to the property to make it a duplex residence rented out as long-term rental accommodation for local families.

A building permit will be applied for separately to change some wiring and add a shower and sink.

Describe the reasons in support for the application: This property has been used as a residence off and on for 45 years so R2 zoning would reflect

established and accepted use. Having two legal long-term residential rental units here would help alleviate the housing shortage particularly for this type of accommodation.

Provide a general description of vegetation cover (i.e. treed, grassland, forage crop etc.): \_\_\_\_\_

Mixed cover with some grass/lawn areas and some tree cover - would not be impacted by this rezoning application as no new structures are planned.

Provide general geographical information (i.e. existing lakes, streams, physical features etc.): \_\_\_\_\_

No streams or water bodies on or adjacent to the property except one small man-made pond not currently in use.

Land predominantly slopes gently down towards the back of the property.

Services Currently Existing or Readily Available to the Property (check applicable area)

*\* Readily Available means existing services can be easily extended to the subject property.*

Services	Currently Existing?		Readily Available?*	
	Yes	No	Yes	No
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Water System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Sewer System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sewage Disposal System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Well	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Unknown
Other (please specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fibre-optic internet connected			

ADVISORY PLANNING COMMISSION RESPONSE FORM

Minutes of the meeting of the Electoral Area 'H' advisory planning commission held on APRIL 12, 2023  
in the AREA H, located at FOREST GROVE, BC, commencing at 7:00pm

**PRESENT:**

Chair PETER SANDERS HALL

Members PETER SANDERS, HELEN KELLINGTON, WILL VAN OSCH,  
KAREN SMITH, JACK DAFDE, SHELLEY MORTON, BONNIE TALARICO

Recording Secretary WENDY PHILIP

Owners/Agent, or

Contacted but declined to attend LOREI FRAME, Tom PRICE, EUSA MAROCCINI

**ABSENT:**

**ALSO PRESENT:** Electoral Area Director

Staff support (if present) MARGO WAGNER

Agenda Items

REZONING/OCP APPLICATION - 3360-20/20220035 (LOT 1, DISTRICT LOT 2939, LILLOOET DISTRICT, PLAN 12584, EXCEPT PLAN 40539)

WILL VAN OSCH, PETER SANDERS: "THAT the application to rezone/redesignate property at 4569 CANIM HENDRIX LAKE ROAD, be supported/rejected for the following reasons:

- i) NEED FOR HOUSING.
- ii)

For: 7 Against: 0

CARRIED/DEFEATED

Termination

WILL VAN OSCH, SHELLEY MORTON that the meeting terminate.

CARRIED

Time:

[Redacted]

Recording Secretary

[Redacted]

Chair



RESULTS OF PUBLIC HEARING

File No: 3360-20/20220035

Date: February 11, 2025

Location: Forest Lake Community Hall

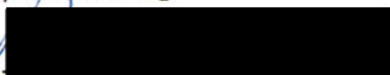
Re: **SOUTH CARIBOO AREA OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 5433, 2023 AND SOUTH CARIBOO AREA ZONING AMENDMENT BYLAW NO. 5434, 2023**

Persons Present:

- Director: Margo Wagner
- Owner(s): Calibrate Assessments Limited
- Agent: Lee Prevost
- Public: See attached list
- Staff:
- No public in attendance (excluding owner/agent)

- 
- Meeting called to order at 7:00 pm
  - Welcome, introduction and the "Purpose of a Public Hearing", including the rules for the meeting and the specifics of the application were read out.
  - The following verbal comments and questions were received: (add additional sheet if required)
    - Comments in favour:  
All attendees in favour.
    - Comments of concern/opposition:  
None
  - Attendees were asked three times for further comments and/or questions.
  - The Chair called the meeting adjourned at 7:20 pm. (Waited at least 10 mins from time of Calling to Order)

I certify this is a fair and accurate report on the results of the public hearing.

  
Signature of Chair

Public Hearing Attendance

"South Cariboo Area Official Community Plan Amendment Bylaw No. 5433, 2023"

And

"South Cariboo Area Zoning Amendment Bylaw No. 5434, 2023"

Date of Public Hearing: February 11, 2025

Application: 4569 Canim-Hendrix Lake Road (3360-20/20220035)

Name	Address
Ruth Bay	4553 CANIM HENDRIX LK Rd.
Gary Dickinson	LYNX RD. FOREST CROFT
Arnie & Val Schwarc	458 Canim Hendrix Lake Rd.