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Regional District of
East Kootenay



January 3, 2020

Our File No: 3370.20.1902

Shawn Tomlin, CAO
Regional District of East Kootenay
19 – 24 Avenue South
Cranbrook, BC
V1C 3H8

Re: Proposed City of Cranbrook Boundary Expansion

The City of Cranbrook is considering a request by a landowner to incorporate property located at 603 3rd Street NW within the City of Cranbrook. At the December 9, 2019 Council meeting, Council passed a resolution to proceed with an application to the Province for a two parcel boundary expansion as shown on the attached map. As part of the application process the City is seeking comments which will form part of the application to the Province.

The proposed boundary will provide a contiguous area of land which meets the Provincial technical criteria. A copy of the complete staff report to Council is attached for your reference.

Please provide comments or concerns to myself by **January 31, 2019**. You can contact me if you have any other questions at (250) 489-0241.

Regards,

Rob Veg, MCIP, RPP
Manager of Planning

RV/rv
Enclosure



MOUNTAINS OF OPPORTUNITY

CRANBROOK

Regular Council - 09 Dec 2019

TITLE: Request for Municipal Boundary Extension

PREPARED BY: Rob Veg

DEPARTMENT: Office of Innovation and Collaboration

PURPOSE: To consider a request for municipal boundary extension and authorize staff to proceed with a municipal boundary extension proposal to the Ministry of Municipal Affairs and Housing for consideration.

RECOMMENDED BY: Staff

THAT Council approves the City of Cranbrook proceeding with the proposed 2 lot boundary expansion proposal as shown on the attached map; and further, that staff be authorized to develop, sign, and submit the proposal to the Ministry of Municipal Affairs and Housing.

BACKGROUND INFORMATION:

Proposal

A request has been received from Kelli Dalziel to have her property located at 603 - 3rd Street NW in Slaterville be included within the municipal boundary of Cranbrook. The subject property is 1426 sq m in size. The request to be included within the City would facilitate the owners proposal to replace the existing mobile home and connect to the City sewer services.

Staff Comments

The subject property is currently serviced with City water and a septic system. The adjacent property located at 613 3rd Street NW is being serviced with both City water and sewer (since the 1990's). As part of connecting 613 3rd St NW to City utilities a restrictive covenant was registered on the property which established a number of provisions including the following provision:

"It is a term and condition of the Owners right to connect to the System that the Owner will make application to be included within the City boundaries when so requested by the City and shall not oppose or encourage others to oppose an application by the City to extend the City boundaries".

Since the request has been made by Ms. Dalziel and given the neighbouring property is serviced by City services and has the covenant registered on title, staff is recommending making application for expansion to include both properties. While this proposal does not meet all of the guidelines for municipal expansion in the City's OCP, the policies do state circumstances may warrant consideration including circumstances such as where a proposal is in the public interest or for health and/or environmental reasons.

As noted the property at 613 3rd St NW is serviced with both City water and sewer and the applicant is on water and is requesting sewer rather than having a septic system; therefore, staff recommends supporting the proposal. The current City policy is to not service properties beyond our boundaries. This application would bring the current situation into compliance with our policy and facilitate transition from an on-site septic system

to municipal servicing. Another benefit would be that the properties would be paying utilities and property tax to the City.

Pending Council's concurrence, staff will be required to formally consult with the property owners, Ministry of Transportation, RDEK and Ktunaxa. Once consultation is complete staff will prepare an application package for consideration by the Ministry of Municipal Affairs and Housing.

ALTERNATIVE:

Not proceed with a proposed municipal boundary extension proposal.

BUDGETARY IMPACT:

Costs associated with required public consultation, and if the Province approves the proposal, costs associated to seek Electoral Approval

POLICY IMPLICATION:

Nil

ATTACHMENTS:

Location Map

Request Letter

Approved By:

Marnie Dueck, City Clerk

Ron Fraser CAO, Acting Chief Administrative Officer

Status:

Approved - 03 Dec 2019

Approved - 03 Dec 2019

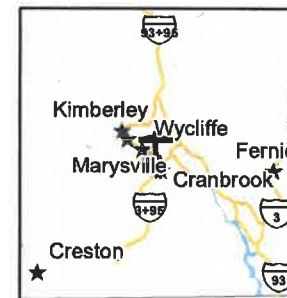


Location Map



Proposed expansion area

Inset Map



0 4 8 16 24 32 Metres

1:1,000

Projection: UTM ZONE 11N NAD 83

DISCLAIMER:

This map is for general purposes only. The City of Cranbrook makes no warranties regarding the accuracy of the suitability of the map for any purpose. This map is not for navigation or legal purposes. The City of Cranbrook will not be liable for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed at any time.

Data Source:
Digital Road Atlas (ILMB)
Ortho Imagery (July 2009, 10cm accuracy)

Date:
Contact:

Kelli Dalziel

603 3rd St NW
Cranbrook, BC V1C 3Z5
778-772-8780
November 18, 2019

Greetings Mayor Pratt & Council of Cranbrook,

My name is Kelli Dalziel, and I am writing you today to ask to kindly consider a boundary extension for my property to become incorporated into city limits here on 603-3rd St NW. I already have & pay for the water service & I am in need of your sewer hook up as well. I am trying my best to upgrade my property to suitable living circumstances. This meant the beginning stages of following the steps on the building application currently through the RDEK to replace my current mobile unit with a new and improved one. In order to even think about proceeding I had to first get my septic system certified. After speaking with three to 4 different ROWP/ installers the consensus was; due to the fact that there isn't any paperwork about the original installation of the current septic system and even after a needed inspection of around \$2500.00, it was figured that the entire system would need replacing. This cost could result anywhere between \$20,000.00-\$30,000.00. I do not have this sort of ability to move forward in a responsible way if i chose that route.

I have spoken with Rob Veg & Curtis Penson about this process on Wednesday, November 13, 2019. I have also spoken with my neighbours Ruth & Cliff on Friday November 15, 2019, informing them of the possibility that may occur, and they have informed me that they have a contingency agreement with the city. They are understanding of my decision and are fine with it.

I appreciate your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kelli A. Dalziel". The signature is written in dark ink and is positioned above the printed name and email address.

Kelli Dalziel
kelifornia74@gmail.com