



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
 Telephone (250) 847-1600 Fax (250) 847-1601
 E-mail: devserv@smithers.ca www.smithers.ca



DEVELOPMENT PROPOSAL APPLICATION

APPLICATION TYPE: Enter all applications under miscellaneous (MS) category development (DEV)

- | | |
|--|--|
| <input type="checkbox"/> Joint Official Community Plan & Zoning Amendment (\$2,060) DEV001 | <input type="checkbox"/> Board of Variance (\$775) DEV003 |
| <input type="checkbox"/> Official Community Plan Amendment (\$1,545) DEV001 | <input checked="" type="checkbox"/> Development Variance Permit (\$775) DEV003 |
| <input type="checkbox"/> Zoning Bylaw Amendment (\$1,545) DEV001 | <input type="checkbox"/> Development Variance Permit (minor)* (\$310) DEV003 |
| <input type="checkbox"/> Development Permit with minor variance* (\$825) DEV003 | <input type="checkbox"/> Development Permit with no variance (\$775) DEV003 |
| <input type="checkbox"/> Development Permit with variance (\$1,135) DEV003 | <input type="checkbox"/> Development Permit Amendment (\$620) DEV003 |
| <input type="checkbox"/> Temporary Use Permit (\$1,030) DEV003 | <input type="checkbox"/> Temporary Use Permit Extension (\$1,030) DEV003 |

APPLICANT INFORMATION

APPLICANT

Name(s): Sparrows Christian Housing Society
 Mailing address: [Redacted]
 [Redacted]
 Fax/Email: sparrowschristianhousing@gmail.com

REGISTERED OWNER(S)

Name(s): Sparrows Christian Housing Society
 [Redacted]
 Phone: [Redacted]
 Fax/Email: sparrowschristianhousing@gmail.com

SUBJECT PROPERTY INFORMATION

Civic address: 3220/3208 Third Avenue (lots consolidated - civic address to be determined)
 Legal description: Parcel A (formerly Lots 4-7) Plan PRP42839
 Description of the present use of the property: Vacant lot but will be consolidated with Lots 4/5/6.
 Existing use on Lots 4/5/6 is Christian Housing for supported independent living for adults with diverse abilities.
 Existing OCP designation: _____ Existing zoning designation: _____
 Proposed OCP designation: _____ Proposed zoning designation: _____

PROPOSAL DESCRIPTION (supplemental letter of intent/rationale is encouraged):

A separate building is proposed to provide 24 hour assisted living for up to 4 residents.
 As the property will be consolidated with lots 4, 5 and 6, the new frontage road would be 16th Avenue rather than 3rd Avenue, affecting the former exterior side yard setback along 16th (3.5m) require to be front yard setback (6.0m). The proposed site layout will have a max. 3.0m setback at the north corner but will exceed the required 6.0m at the south corner.
 The reduced front yard setback of 3.0m from 6.0m is requested along 16th.

* Minor variance means a request to vary a provision of a Town bylaw as permitted under sections 7.2 - 7.5 of the Town of Smithers Development Procedures Bylaw No. 1908.

ATTACHMENT CHECKLIST

A) PLEASE ATTACH THE FOLLOWING FOR ALL APPLICATIONS:

- Letter of authorization if the applicant is other than the registered owner(s).
- Site Disclosure Statement in accordance with the *Environmental Management Act* and *Contaminated Sites Regulation*.
- Site plan (including 1 set of reduced 8.5x11 plans) showing:
 - Location of existing and proposed buildings and structures, lot dimensions & setbacks.
 - Parking areas, loading space, access/egress, garbage areas & landscaping.
 - North arrow & scale.
 - Measurements in metric (imperial measurements may also be included).
- Supplemental letter of intent & rationale is strongly encouraged but not required.
- Other information as necessary to assess the development proposal.
-

B) OCP &/OR ZONING AMENDMENT APPLICATIONS ONLY:

- Acknowledge sign notification posting requirements as specified by the Town of Smithers.

C) ENVIRONMENTAL DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Plans showing:
 - Toe of slope and top of bank;
 - Location of watercourses and any watercourse setback areas that are located on or that abut the site;
 - Existing and proposed grades, including details on proposed retaining walls;
 - Floodplain areas;
 - Areas to be cleared, areas of cut and fill and proposed sequencing/timing.

D) FORM & CHARACTER DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Elevation drawings illustrating all sides of the building(s) & including proposed signage details.
- Exterior samples and materials.

E) TEMPORARY USE PERMIT APPLICATIONS ONLY:

- Rationale & long-term plans outlining when & how temporary use will be ended, buildings/area to be used, hours of use & site rehabilitation.
- Permit length requested (max. 3 years): _____

AUTHORIZATION

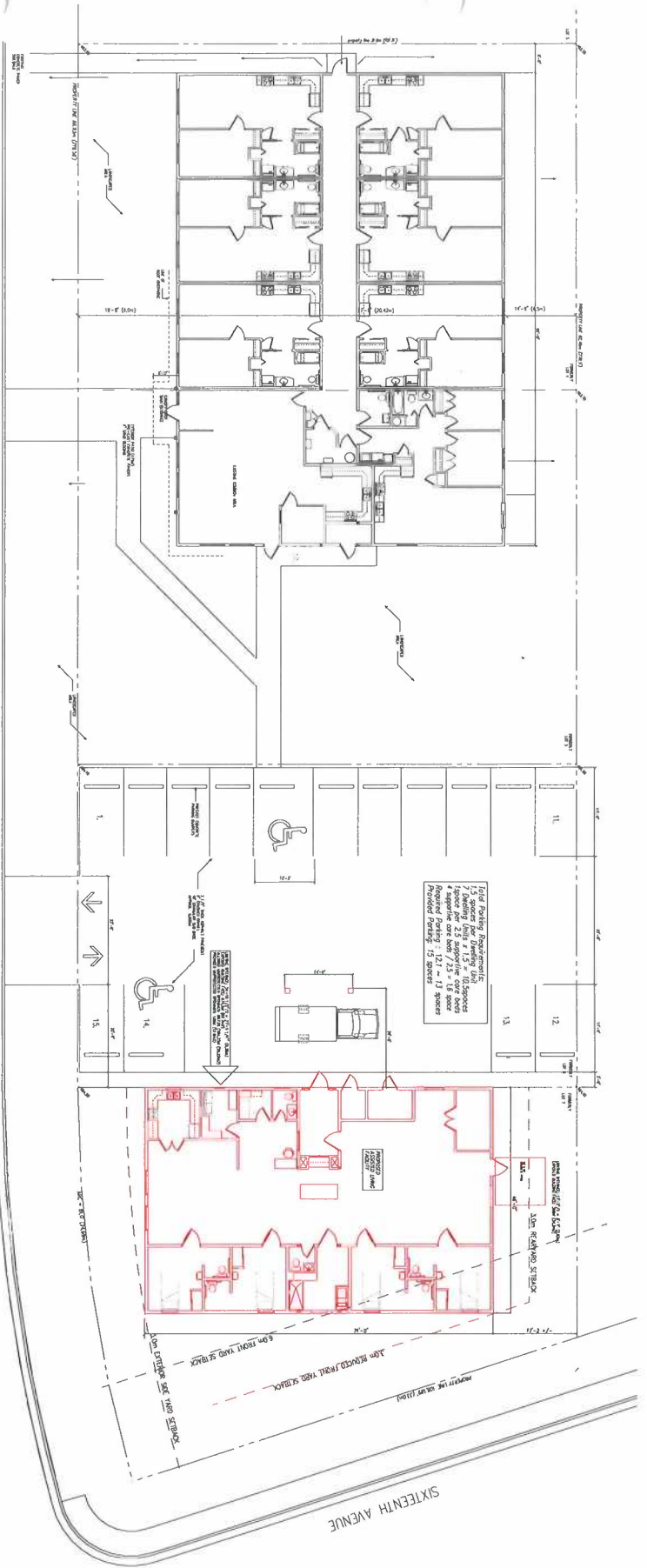
As the applicant or approved agent, I hereby make application in accordance with the above-stated information and declare that the statements are true and correct.

I understand that this application form is a public document and that any and all information contained in it, including personal information as defined in the *Freedom of Information and Protection of Privacy Act* of BC, is open for inspection by the public and may be reproduced and distributed to the public as part of a report(s) to Council or for purposes of a public hearing.

I acknowledge that fees as per the Town of Smithers Fees and Charges Bylaw No. 1941 do not imply or guarantee application approval.

Date: May 20, 2026

Your personal information is maintained in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the use of your personal information, please call the Director of Corporate Services for the Town of Smithers at 250-847-1600.



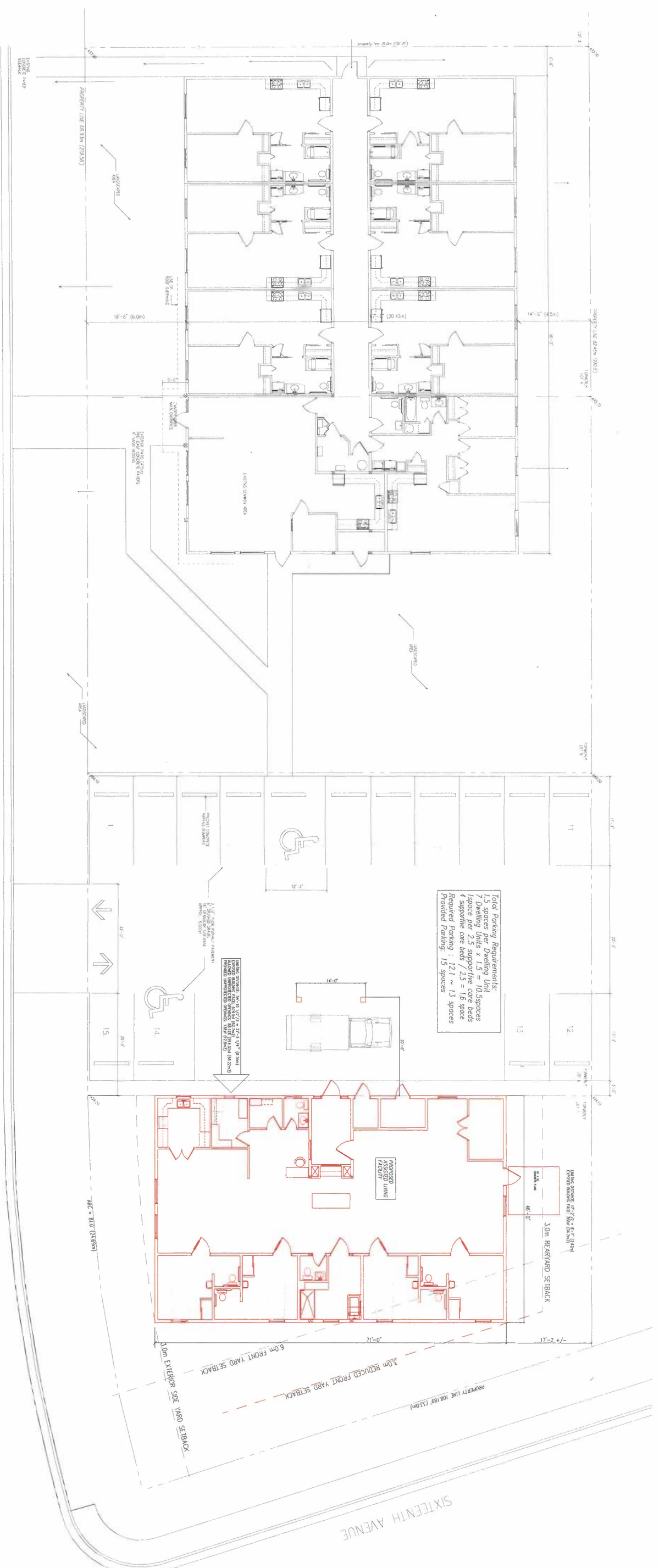
Lot 1 Description
 Parcel A (formerly lots 4,5,6,7)
 Plan P8942839
 Third Avenue
 Smithers, BC
 3208/3220 Third Avenue



SPARROWS CHRISTIAN HOUSING
 PROPOSED 24HR ASSISTED LIVING FACILITY

DESIGNED BY ARCHITECTURAL DEVELOPMENT SERVICES INC. VANCOUVER, BC V6L 2G5

RECEIVED
 MAY 21 2026
 Town of Smithers



Total Parking Requirements:
 1.5 spaces per Dwelling Unit
 7 Dwelling Units x 1.5 = 10.5 spaces
 1 space per 2.3 supportive care beds
 4 supportive care beds / 2.3 = 1.8 spaces
 Required Parking : 12.1 ~ 13 spaces
 Provided Parking : 13 spaces

EXISTING BUILDING AREA (11,177.17 sq. ft. 1030 sq. m.)
 PROPOSED BUILDING AREA (11,177.17 sq. ft. 1030 sq. m.)
 PROPOSED UNIMPAVED OPENING: 1387 (126.47) sq. ft. (127.28) sq. m.

1.5:1 "SEEK ADAPTIVE FACILITY"
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Legal Description
 Parcel A (formerly Lots 4,5,6,7)
 Plan PRP42839
 Third Avenue
 Smithers, BC
 P-2 Zoning
 3208/3220 Third Avenue



SITE PLAN
 1:20

**SPARROWS CHRISTIAN HOUSING
 PROPOSED 24HR ASSISTED LIVING FACILITY**

ISSUED TO ACCOMPANY DEVELOPMENT VARIANCE APPLICATION MAY 20, 2026

RECEIVED
 MAY 21 2026
 Town of Smithers