

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

APPLICANT INFORMATION	
APPLICANT Name(s): <u>BC Housing Management Commission</u> Mailing: <u>[REDACTED]</u> <u>[REDACTED]</u> Fax/Email: <u>[REDACTED]</u>	REGISTERED OWNER(S) Name(s): <u>[REDACTED]</u> Mailing address: <u>[REDACTED]</u> Phone: <u>[REDACTED]</u> Fax/Email: <u>[REDACTED]</u>
SUBJECT PROPERTY INFORMATION	
Civic address: <u>3892 3rd Avenue, Smithers</u>	
Legal description: <u>Lot 1, Lot 2 and Lot 3 Block 106 District Lot 865 Range 5 Coast District Plan 1054 PIDs 01</u>	
Description of the present use of the property: _____ _____ _____	
Existing OCP designation: <u>High Density Residential</u> <u>Downtown Commercial</u>	Existing zoning designation: <u>C-1A Downtown Commercial</u>
Proposed OCP designation: _____	Proposed zoning designation: _____
PROPOSAL DESCRIPTION (supplemental letter of intent/rationale is encouraged):	
<p>Renovation of the commercial building located at 3892 3rd Avenue, Smithers to accommodate 25 shelter beds funded under the Heart and Hearth program. The TUP application is for the proposed use and gazebo for a three year term. The details of the Heart and Hearth shelter plan is included as an attachments for reference and additional information. The Development Variance Permit is requested to waive the requirement for off site works as the construction value will exceed \$100,000. Given the three year funding term for the TUP and Heart and Hearth Program, together with the limited timeline and budget to deliver the units, additional off-site requirements would render the project not viable.</p>	

* 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.
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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 _____ Fees and Charges Bylaw No. 1941 do not imply or guarantee application approval.

Applicant Signature: _____ Date: June 18, 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.

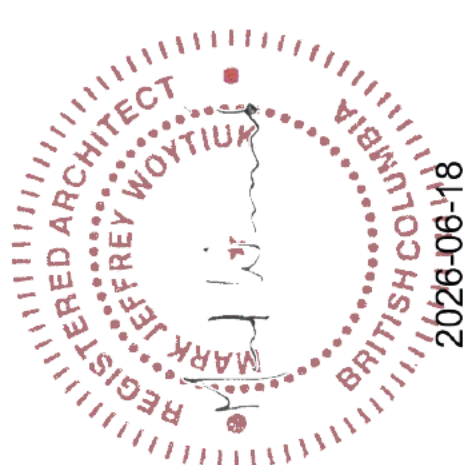
Updated February 13, 2026



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PERMIT INFORMATION



ISSUED FOR TEMPORARY USE PERMIT JUNE 18 2026

REVISIONS

Carscadden

PROJECT ADDRESS
**3892 3RD AVE
SMITHERS, BC**

JOB FILE

**BV HARM REDUCTION
FENCING AND TEMPORARY
WASHROOM**

SHEET TITLE

SITE PLAN

DRAWN

CHECKED

JOB NO.

2612

PLAT DATE

6/18/2026 11:46 AM

SCALE

1:100

SHEET SIZE

22X34

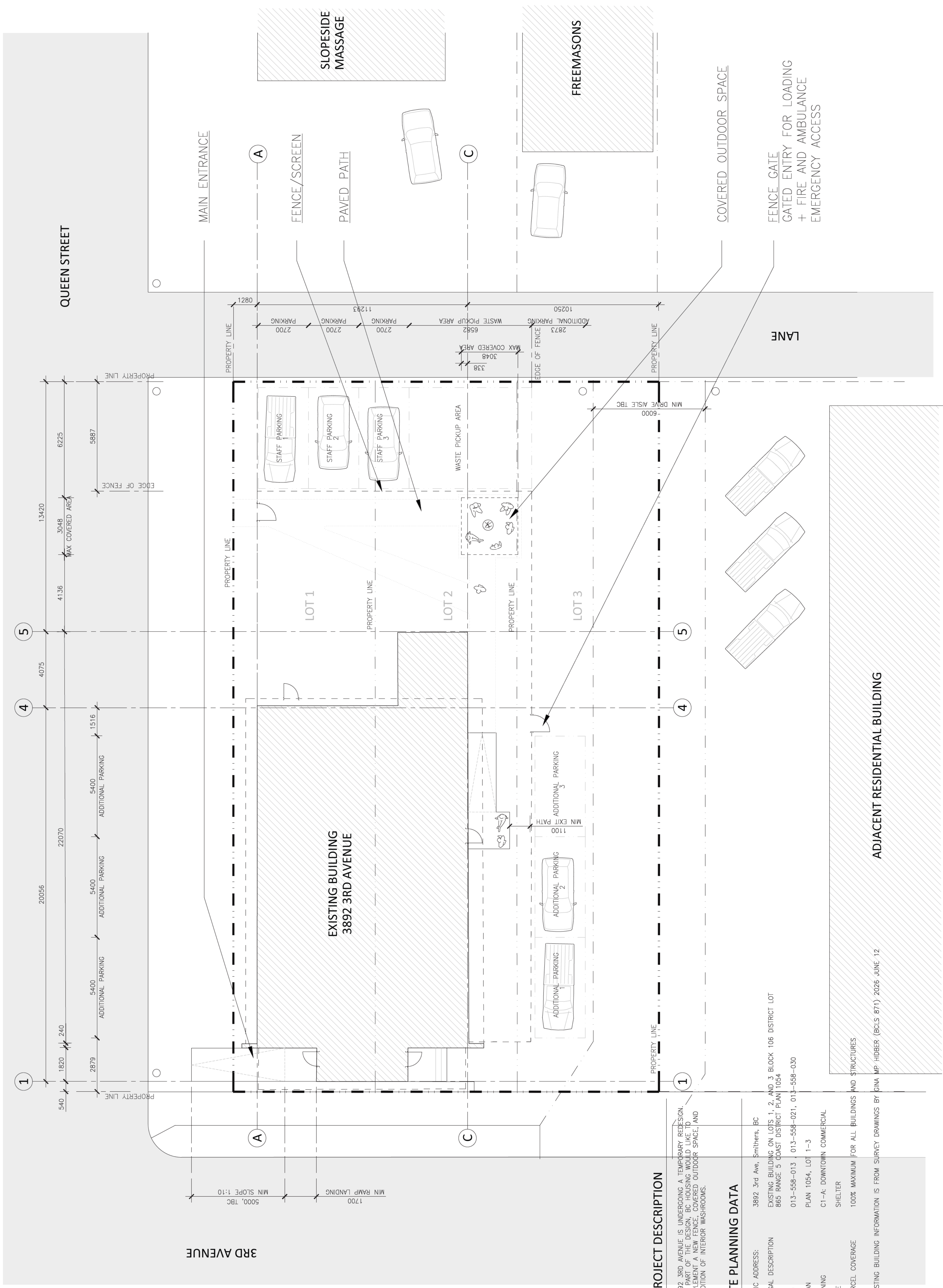
OWNER REF. INFORMATION

SHEET

A1.0



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PROJECT DESCRIPTION

3892 3RD AVENUE IS UNDERGOING A TEMPORARY REDESIGN AS PART OF THE DESIGN. BC HOUSING WOULD LIKE TO IMPLEMENT A NEW FENCE, COVERED OUTDOOR SPACE, AND ADDITION OF INTERIOR WASHROOMS.

SITE PLANNING DATA

CIVIC ADDRESS:	3892 3rd Ave, Smithers, BC
LEGAL DESCRIPTION	EXISTING BUILDING ON LOTS 1, 2, AND 3 BLOCK 106 DISTRICT LOT 865 RANGE 5 (COAST DISTRICT PLAN 1054)
PID	013-558-013, 013-558-021, 013-558-030
PLAN	PLAN 1054, LOT 1-3
ZONING	C1-A- DOWNTOWN COMMERCIAL
USE	SHELTER
PARCEL COVERAGE	100% MAXIMUM FOR ALL BUILDINGS AND STRUCTURES

EXISTING BUILDING INFORMATION IS FROM SURVEY DRAWINGS BY GINA MP-HIBBER (BCLS 871) 2026 JUNE 12



Cariscadden

CONCEPTUAL RENDER, SUBJECT TO REVISIONS