

**TO OWNERS AND/OR OCCUPIERS:**

Subject: Notice of Intent

*In accordance with the provisions of the Community Charter, this letter is for your information and to advise you of Council's intent to consider a temporary use permit for lands within 50 metres of your property and/or on your street.*

**WHEN:** 3:00 PM April 14, 2026  
**WHERE:** Sun Peaks Centre – 3200 Village Way, Sun Peak, BC  
**WHY:** Council is considering issuance of Rezoning Amendment No. RZ-2026-001 at 1376 Burfield Drive (legally described as Strata Lot 1 District Lots 5957 and 6281KDYG Strata Plan EPS5973 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V and an undivided 1/44 share in lot 50 Plan 41697).

**What is Rezoning Amendment No. RZ-2026-001?**

**RZ-2026-001**, a site-specific rezoning to legalize a secondary suite in an existing half-duplex. The property will remain zoned R-1 (Residential Single and Two Family) but will have a site-specific amendment to permit one Auxiliary Residential Dwelling (secondary suite) in the 1376 addressed side of the duplex. (Lot 1 District Lots 5957 and 6281KDYG Strata Plan EPS5973 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V and an undivided 1/44 share in lot 50 Plan 41697).



All persons who believe that their interest in property may be affected by the proposed Permit may make written submissions on this matter (via any of the below options) by 4 PM April 9, 2026. The entire content of all submissions will be made public and form a part of the public record on this matter. Late submissions will not be included in the agenda packages but may be circulated to Council.

Additionally, Council may provide an opportunity for submissions from the floor in the Regular Council meeting.

**How do I get more information?**

A copy of the proposed Permit and all supporting information can be inspected from 8:30 a.m. to 4:00 p.m., Monday - Friday at our office until 12:00 p.m. the day of the Council meeting; or please contact us via any of the below options.

*No representations will be received by Council after the Council meeting has been concluded.*

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